



City of

# ESCONDIDO

CALIFORNIA



ANNUAL OPERATING BUDGET

FISCAL YEARS 2016/17 & 2017/18







CITY OF ESCONDIDO - CALIFORNIA



# Annual Operating Budget

FISCAL YEARS 2016/17 & 2017/18

## CITY COUNCIL

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Prepared by the Finance Department



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FY 2016-17 Operating Budget  
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# Budget Summary

**CITY OF ESCONDIDO  
FY 2016-17 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, Successor Agency-Redevelopment, Debt Service, 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, a budget glossary and a list of acronyms.

**CITY OF ESCONDIDO**  
**FY 2016-17 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:

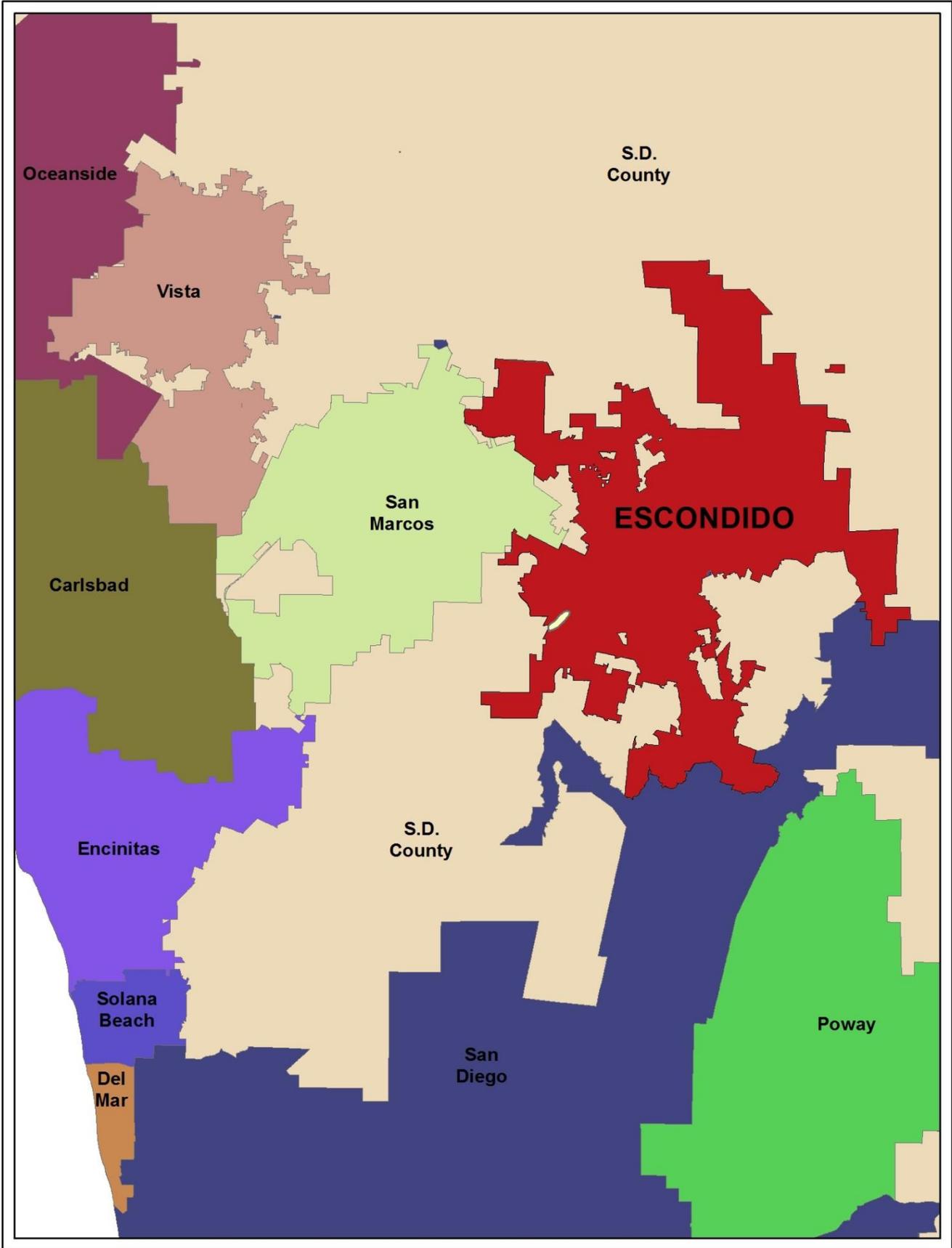
- The Cities current fiscal situation: Current revenue constraints and economic or community conditions
- Council priorities for the upcoming year
- Changes affecting the cost of employee wages and benefits
- Instructions and due dates for completing budget submissions

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 27<sup>th</sup>. A draft of the proposed fiscal year 2016-17 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 \$2.2 million. At this meeting, Staff requested direction regarding budget subject matter to be discussed at future budget meetings.

On June 8<sup>th</sup>, a summary of what was reflected within the preliminary budget document as well as a couple of requested amendments were presented. The fiscal year 2016-17 operating budget was adopted and the fiscal year 2017-18 operating budget will be reviewed on an ongoing basis and go through a formal adoption next June.

**CITY OF ESCONDIDO  
FY 2016-17 OPERATING BUDGET  
MAP OF ESCONDIDO**



**CITY OF ESCONDIDO**  
**FY 2016-17 Operating Budget**  
**City Profile**

The City of Escondido is an established community with a population of 150,760 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.

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 2016-17 Operating Budget  
 Budget Message from the City Manager**

The City of Escondido’s fiscal year 2016-17 total operating budget totals \$184.4 million. The operating budget is comprised of twenty-six different funds. The City’s General Fund budget totals \$92.6 million in fiscal year 2016-17; Enterprise funds total \$80 million; other remaining funds total \$11.8 million in expenditures. The following eleven pages comprise an overview of the various funds making up the fiscal year 2016-17 operating budget.

**GENERAL FUND**

The following 2016-17 General Fund sources and uses of funds is balanced without the use of reserves:

**Sources of Funds:**

Estimated Revenue	\$ 91,416,000
Transfer from Gas Tax	2,055,000
Transfer from Hegyi Trust	1,000
Transfer from Wastewater	25,000
Deposit-PEG Fees	11,000
<b>Total Sources</b>	<b>\$93,508,000</b>

**Uses of Funds:**

General Fund Operating Budget	\$92,644,125
Transfer to Recreation	223,100
Transfer to Reidy Creek Golf Course Debt Service	365,550
Transfer to Vehicle Parking District	95,225
Transfer to Successor Agency-Housing	25,000
Advance Paybacks to Public Facilities Fund-Principal	155,000
<b>Total Uses</b>	<b>\$93,508,000</b>

Available General Fund resources are anticipated to be \$93.5 million. Revenue is projected to be \$91.4 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 fiscal year 2016-17 are \$93.5 million. This consists of an operating budget of \$92.6 million and \$.7 million in transfers to other operating funds. Also included are \$200,000 in advance repayments. 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 2016-17 is \$110,000. The Public Facilities Fund also advanced \$225,000 to the General Fund in July, 2014 to fund the Police and Fire Departments’ Computer Aided Dispatch (“CAD”) System hardware upgrade. Repayment of this advance began on June 30, 2015. The principal portion of the repayment amount due during fiscal year 2016-17 is \$45,000.

For the sixth year in a row, the General Fund operating budget is balanced without the use of reserves.

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Budget Message from the City Manager**

As previously mentioned, the fiscal year 2016-17 General Fund revenue estimate is \$91.4 million. This represents an increase of \$3.9 million or 4 percent over the fiscal year 2015-16 amended revenue projection, excluding one-time revenue of \$3.1 million. The following are the assumptions used for revenue projections in fiscal year 2016-17:

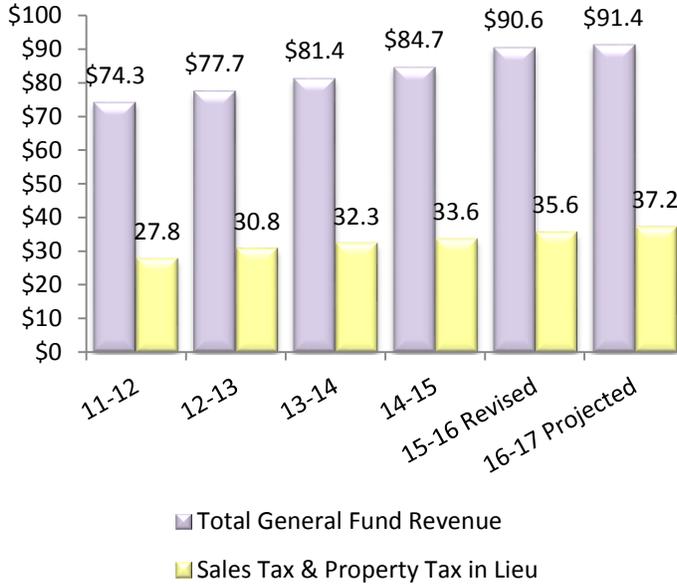
	<u>2015-16</u> <u>Revised</u>	<u>2016-17</u> <u>Projected</u>	<u>\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
Sales Tax	\$35,649,000	\$37,218,000	\$1,569,000	4
Property Tax	11,516,000	11,991,000	475,000	4
Property Tax in lieu of VLF	11,748,000	12,329,000	581,000	5
Other Taxes	11,705,000	12,157,000	452,000	4
Permits and Licenses	846,435	1,087,000	240,565	28
Fines and Forfeits	1,335,000	1,402,000	\$67,000	5
Intergovernmental	2,966,838	2,843,000	(123,838)	-4
Charges for Services	8,116,285	8,715,000	598,715	7
Investment and Rental Income	3,380,000	3,400,000	20,000	1
Other Revenue	293,220	274,000	(19,220)	-7
One-time Revenue	3,060,415	-	(3,060,415)	-100%
<b>Total with One-time Revenue</b>	<b>\$90,616,193</b>	<b>\$91,416,000</b>	<b>\$799,807</b>	<b>1%</b>
<b>Total excluding One-time Revenue</b>	<b>\$87,555,778</b>	<b>\$91,416,000</b>	<b>\$3,860,222</b>	<b>4%</b>

- The City's largest revenue source is sales tax, which represents 41 percent of total General Fund revenue. Sales tax in fiscal year 2016-17 is projected to grow by \$1.57 million or 4 percent. The City has experienced a steady increase in sales tax growth in fiscal year 2015-16 of about 6 percent mainly from increases in new auto sales, building materials wholesale and restaurants, which make up 40 percent of total sales tax revenue. In addition, the UCLA Anderson April 2016 Forecast projects growth in taxable sales in California to average about 4.3 percent in calendar year 2017 and 4.2 percent in calendar year 2018. These growth rates are statewide and do not directly correspond to Escondido, but they do provide support for positive growth in consumer spending that is anticipated to occur within the City.
- Property tax revenue is projected to increase by 4 percent, to reach projected revenue of approximately \$12 million. The major factors influencing property tax revenue are the California Consumer Price Index (CCPI), home sales, home prices and foreclosures. The CCPI drives assessed valuation under Proposition 13. Proposition 13 specifies that a property's value may increase at the rate of the CCPI, but cannot exceed 2 percent per year unless the property is improved or sold to establish a new assessment. The San Diego County Assessor's office inflation factor for fiscal year 2016-17 is 1.525 percent; therefore, the assessed valuation of properties not improved or sold will increase by approximately 1.525 percent in fiscal year 2016-17. The City has also experienced positive growth in home prices, with an annual increase of 10.6% in the median home price in Escondido to \$440,000. Home sales are also up 8.8% over the same time period. Both of these factors will have a positive effect on property tax revenue.

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FY 2016-17 Operating Budget  
Budget Message from the City Manager**

## REVENUE TREND

(In Millions)



- Property tax in lieu of Vehicle License Fees (VLF) is estimated to increase by 5 percent to reach projected revenue of \$12.3 million. Growth in this revenue is based on the change in assessed value of taxable property in the City from the prior year. Prior year assessed value was up 5 percent.

- Other taxes, which include franchise fees, transient occupancy tax, business license fees, property transfer tax and the Redevelopment Property Tax Trust Fund (RPTTF) residual payment is projected to increase by 4 percent to reach projected revenue of \$12.2 million. This increase in revenue is mainly due to projected increases in the franchise fee collected from SDG&E due to increases in electrical costs and a

required change in the method used to calculate the franchise fee payment. In addition, the transient occupancy tax is also projected to increase by about 4 percent.

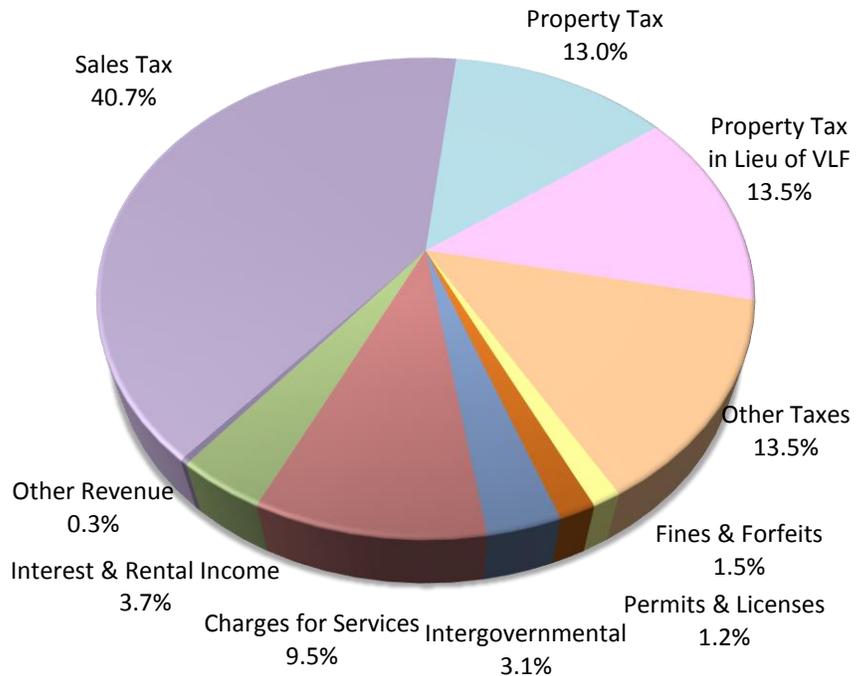
- Permits and licenses that are collected for building, plumbing, electrical, mechanical, fire code and mobile-home permits are projected to increase by \$241,000 to reach revenue of \$1.1 million. The majority of this increase is from building permits.
- Fines and forfeitures are projected to increase by 5 percent to reach projected revenue of \$1.4 million. The majority of this increase is from library fines due to the implementation of the Library's new computer system, which should increase the collection of fines.
- Intergovernmental revenue includes the Rincon Fire Services Agreement, state mandated cost claims, and various grants. This is projected to decrease by 4 percent, with a projected revenue of \$2.8 million. Most of this decrease is the result of the Police Department no longer participating in the County Regional Auto Theft Task Force.
- Charges for services are projected to increase by 7 percent, to reach projected revenue of \$8.7 million. The majority of this increase is the result of the approved fee increase for emergency medical service transportation that the City Council approved on April 20, 2016.
- Income from interest and property includes rent received from leased City property and interest income on City investments. This revenue is projected to increase by about \$20,000 compared to the prior year to reach projected revenue of \$3.4 million. This increase resulted when the Successor Agency received notification from the California Department of Finance that the Spruce Street property needs to be transferred to the City per the Agency's Long Range Property Management Plan. The net rental income from this property will be shared

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 FY 2016-17 Operating Budget  
 Budget Message from the City Manager**

with the Other Taxing Entities including the City based on Compensation Agreements between the City and the Other Taxing Entities. The General Fund's share of this net rental income is about \$20,000.

- One-time revenue of \$3.1 million that was budgeted in fiscal year 2015-16 will not be included in the revenue projection for fiscal year 2016-17. The majority of this revenue was the result of the end of the State "Triple-Flip," which resulted in a one-time increase to sales tax revenue of \$2 million. In addition, the City received fire mutual aid of \$614,000 to cover increased costs in the Fire Department budget to cover strike team incidents.

## Revenue Composition



**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Budget Message from the City Manager**

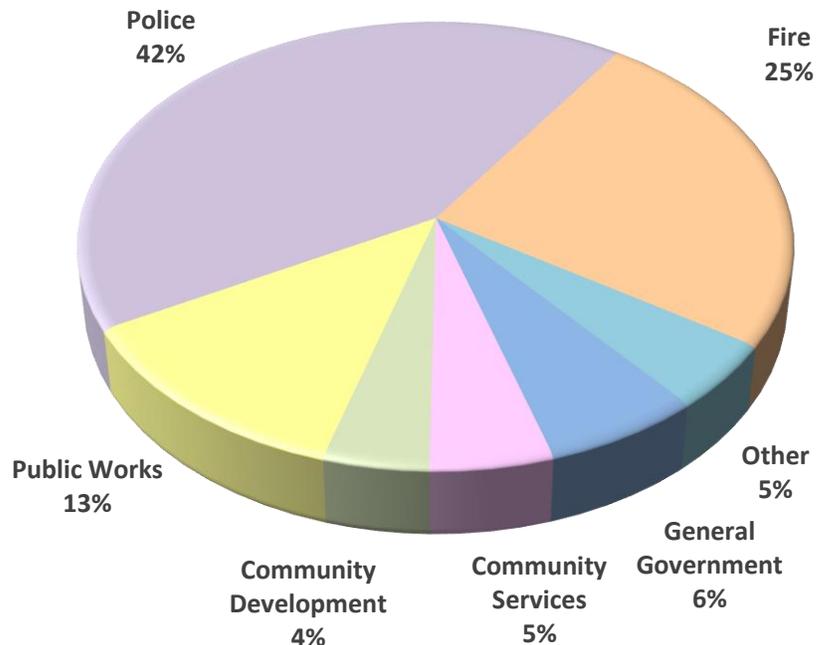
A comparison of the proposed 2016-17 General Fund Operating Budget with the prior year is shown below:

	<u>2015-16</u> <u>Adopted</u>	<u>2016-17</u> <u>Projected</u>	<u>%</u> <u>Change</u>
General Government	\$5,690,365	\$5,913,970	3.9%
Community Services	4,676,245	4,627,160	-1.0%
Community Development	3,622,375	3,964,200	9.4%
Public Works	10,738,200	11,647,895	8.5%
Recycling & Waste Reduction	608,910	541,395	-11.1%
Police	39,314,435	39,266,675	-0.1%
Fire	22,306,515	22,801,445	2.2%
Non-Departmental	1,291,660	1,614,455	25.0%
Community Relations	91,170	91,170	0.0%
Center for the Arts	2,128,630	2,175,760	2.2%
<b>TOTAL</b>	<b>\$90,468,505</b>	<b>\$92,644,125</b>	<b>2.4%</b>

The proposed 2016-17 General Fund Operating Budget is \$92,644,125. This is an increase of approximately \$2.2 million compared to the fiscal year 2015-16 Operating Budget adopted on June 10, 2015. The following items contributed to this increase:

- \$900,000 – Salaries
- \$900,000 – PERS
- \$190,000 – Medical Insurance
- \$370,000 – Workers’ Compensation Insurance
- \$414,000 – Utilities
- \$200,000 – Other Maintenance & Operations
- \$100,000 – General Liability Insurance
- \$270,000 – Building Maintenance Internal Service Charges
- \$140,000 – Other Internal Service Charges

**General Fund Departments**  
% of Total Budget



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Budget Message from the City Manager**

The \$3.5 million increase in expenditures above is offset by a \$1.3 million increase in the total amount allocated out to other funds.

Five General Fund full-time positions have been added: Customer Service Representative, Associate Planner, Building Inspector, Emergency Medical Services (EMS) Program Coordinator and Emergency Preparedness Manager.

The Library proposes to modify the management of the EVCC Tech Center, including the elimination of two temporary part-time positions.

## **ENTERPRISE FUNDS**

### Water

Water sales revenue projections have decreased by \$5.6 million and water service charge revenue is projected to be approximately \$400,000 more than fiscal year 2015-16. Vista Irrigation District revenue (filtration charge) is projected to decrease by \$300,000, as well as various other types of revenue by \$800,000.

This total operating budget has decreased by approximately \$1.9 million, primarily due to a \$3.4 million decrease in purchased water and \$500,000 decrease in water treatment chemicals, offset by a \$400,000 increase in operating supplies. Negotiated salary and benefit costs have also increased and this fund is requesting to add one new position, Sr. Plant Systems Technician, and to transfer a Plant Systems Technician from the Wastewater fund, resulting in a \$1 million increase in employee services. The new position is a lead maintenance position that will be assigned to the Water Treatment Plant. As critical equipment at the two treatment plants ages, maintenance work has increased. This new position will allow Water Treatment Plant staff to appropriately maintain the facility and reduce the cost and lost time of contracting the maintenance work. The employee in this position will also perform maintenance at water distribution facilities (primarily pump stations) and will provide emergency support to wastewater facilities. In addition, allocations in from other departments have increased by approximately \$600,000.

The amount transferred from the Water operating budget into the capital projects budget for water related projects has increased by \$4.8 million.

This budget is balanced with the use of \$1.2 million in capital project reserves.

### Wastewater

Sale of Recycled Water revenue is projected to be \$500,000 more than fiscal year 2015-16. This fund also projects a \$46 million increase in SRF loans/City of San Diego Reimbursements and a \$2 million increase in other types of revenue.

The total operating budget of this fund has increased by \$1.4 million. This increase is primarily due to the increase in negotiated salaries and benefits and increases to amounts allocated in from other departments. Other uses of funds have also increased for the following items: \$40.1 million increase in the transfer to wastewater capital projects and \$1.5

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FY 2016-17 Operating Budget  
Budget Message from the City Manager**

million increase for payments of wastewater connection rights. The amount due for the payment of bond principal has decreased by \$300,000.

This fund proposes to transfer one Plant Systems Technician to the Water fund.

This budget is balanced using approximately \$1.7 million in capital project reserves.

## **OTHER FUNDS**

### Vehicle Parking District

Parking permit revenue was eliminated as a source of revenue for this fund in prior years. Any increase in costs for items, such as supplies, electricity and water, results in an increase in the amount transferred in from the General Fund. The amount of this transfer has increased by \$5,000.

### Community Services

Currently, Community Services is comprised of three departments: Administration, Recreation and ASES. Beginning in fiscal year 2016-17, Community Services is proposing to combine the Administration department with the Recreation department in order to accurately develop and monitor these budgets.

This fund has eliminated two full-time positions and has decreased their operating budget by \$187,000. The transfer from the General Fund remains at \$223,100, despite a \$168,000 reduction in cellular antenna site rental revenue.

\$36,000 of available fund balance is proposed to be used to balance this budget.

### Reidy Creek Golf Course

The Reidy Creek Golf Course is operating at a projected deficit for 2015-16. The golf industry as a whole has been under pressure over the past decade due to changing consumer interests and increased competition for golf customers. JC Resorts, the management company for Reidy Creek, has been working with City staff on ways to increase revenue and reduce costs. Most recently, a FootGolf course has been added to the front nine holes. This has been one of several plans to expand the uses of the course and bring in a new customer base.

### CDBG

In fiscal year 2015-2016 the City received \$1,503,249 in CDBG grant funds, which was supplemented with \$20,000 from the unallocated fund for an overall budget of \$1,523,249. The CDBG grant award amount is projected to increase by \$12,000. Total operating costs have increased by approximately \$2,000. Other Uses of funds include amounts allocated for CDBG related capital projects and public services.

### Landscape Maintenance District

The proposed bottom line of this operating budget has increased by \$95,000, which is primarily due to an increase in professional service contracts. High-water use landscape will

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Budget Message from the City Manager**

be removed and replaced with more drought tolerant species. The source of funding for this increase in costs will be available fund balance that is within this fund.

Successor Agency-Housing

The CalHOME grant will continue to be used for rehabilitation programs. This fund anticipates a \$13,000 decrease in funds obligated for the apartment/mobilehome rental subsidy as residents transition from the City's program to HUD Section 8 or move to new locations.

HOME Program

The amount of the HOME grant award is projected to increase by \$32,000 for fiscal year 2016-17, resulting in a \$18,000 increase in the amount allocated for HOME programs.

Redevelopment Obligation Retirement Fund/Successor Agency-Redevelopment

This fund proposes an approximately \$422,000 decrease in its operating budget primarily due to the following items: \$322,000 in bond interest, \$25,000 in general liability costs, \$12,000 in utilities and a \$58,000 decrease in allocations in from other departments. Other uses of funds have increased by approximately \$1 million: \$315,000 increase in the amount due for bond principal and \$732,000 increase in the amount due on the CalHFA loan.

The Successor Agency will no longer receive rental income or pay property expenses associated with the Spruce Street property beginning in fiscal year 2016-17. This is because the Successor Agency received notification from the California Department of Finance that the Spruce Street property needs to be transferred to the City per the Agency's Long Range Property Management Plan (LRPMP). The net rental income from this property will be shared with the Other Taxing Entities including the City based on Compensation Agreements between the City and the Other Taxing Entities.

The net effect of these projections results in a \$643,000 increase in the amount projected to be transferred in from the Redevelopment Obligation Retirement fund/requested from the County in order to pay all enforceable obligations in a timely manner.

General Obligation Bond Debt Service

The General Obligation (GO) debt service payments in fiscal year 2016-17 went down by about \$1.1 million due to the GO bond refunding in May 2015. The City is to realize net present value savings from this refunding of \$7.4 million or 10.29% over the life of the bonds.

Building Maintenance

The total of this operating budget is projected to increase by approximately \$439,000, with \$281,000 of this increase due to increases in salary and benefit costs and the addition of a Management Analyst position that is proposed to be moved to this department from the Recycling and Waste Reduction department. In addition, the cost of utilities is projected to increase by approximately \$80,000, as well as professional service contracts by \$71,000.

This fund does not have available fund balance to balance its budget and, therefore, an increase in charges to other departments of \$451,000 is being proposed. Of this amount, \$268,000 represents an increase in building maintenance charges to the General Fund.

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Budget Message from the City Manager**

Warehouse

This fund projects a 19 percent decrease in its bottom line, which is primarily due to a decrease in the projected cost of capital outlay. No capital outlay purchases are being requested during 2016-17. This budget is balanced with the use of \$38,000 in available fund balance.

Fleet

This fund is proposing a \$271,000 increase to its operating budget primarily due to a \$287,000 increase for vehicle replacements. This fund is also proposing an \$89,000 increase in charges to departments, with \$22,000 of this increase affecting General Fund departments. In order to balance this budget and not significantly increase charges to the General Fund, an \$800,000 use of available fund balance is being proposed.

Central Services (Duplicating/Telecommunications/Mail)

The total bottom line of the departments within this fund is proposed to increase by approximately \$50,000. This increase is primarily due to an increase in allocations in from the General Fund-Information Services department for Director and Assistant time spent in these internal service fund departments. This budget is balanced using \$66,000 in available fund balance.

Workers' Compensation

This fund is proposing a \$500,000 increase in charges to departments. Of this amount, \$367,000 represents an increase to the General Fund. A \$539,000 use of available reserves is requested to be used to balance this budget.

The Workers' Compensation fund has budgeted for a significant use of available reserves to balance their operating budget the past several years. As a result, it will need to continue to increase charges to departments in future years. In addition, continued use of this fund's available fund balance has reduced the confidence level down to less than 50 percent, which is well below the minimum actuarial recommended funding level of 70 percent.

General Liability

This fund proposes a \$99,000 increase in charges to the General Fund. Its proposed budget is balanced without the use of reserves.

Benefits Administration

The total budget for this fund has increased by \$70,000. This is due to an increase in salaries and benefits and a \$33,000 increase in health insurance premiums. It is anticipated that 2017 Kaiser Health insurance premiums will increase by about 9 percent. This operating budget is balanced with a \$110,000 use of available fund balance.

Dental Insurance

In order to minimize the increase in charges to departments, a \$58,000 use of available fund balance is being proposed to balance this budget.

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Unemployment Insurance

A \$40,000 decrease in claims payments is projected during 2016-17. Charges to departments have decreased by \$80,000 and this department proposes to use \$70,000 of available fund balance to balance this budget.

**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>
2014-15	\$904,746,514	\$69,998,179	\$834,748,335
2015-16	999,596,343	72,330,952	927,265,391
2016-17	1,061,491,349	73,139,010	988,352,339

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 2016-17, 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**

Staff is pleased to present a balanced fiscal year 2016-17 operating budget to the City Council. The fiscal year 2016-17 budget meets the basic needs of the community and funds priorities established by the City Council. The operating budget is the culmination of the diligent efforts of numerous staff. The City's Finance Department continued its outstanding management of the City's finances and budget development process.

In order to continue to present balanced budgets, it is necessary to monitor the City's economic conditions and expenditures to ensure the City's fiscal stability. The City Council's

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Budget Message from the City Manager**

leadership on many critical budget issues has created an atmosphere conducive to safeguarding the City's financial health.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Graham Mitchell", with a long horizontal line extending to the right.

GRAHAM MITCHELL  
City Manager



CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Accounting System and Budgetary Control

---

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:

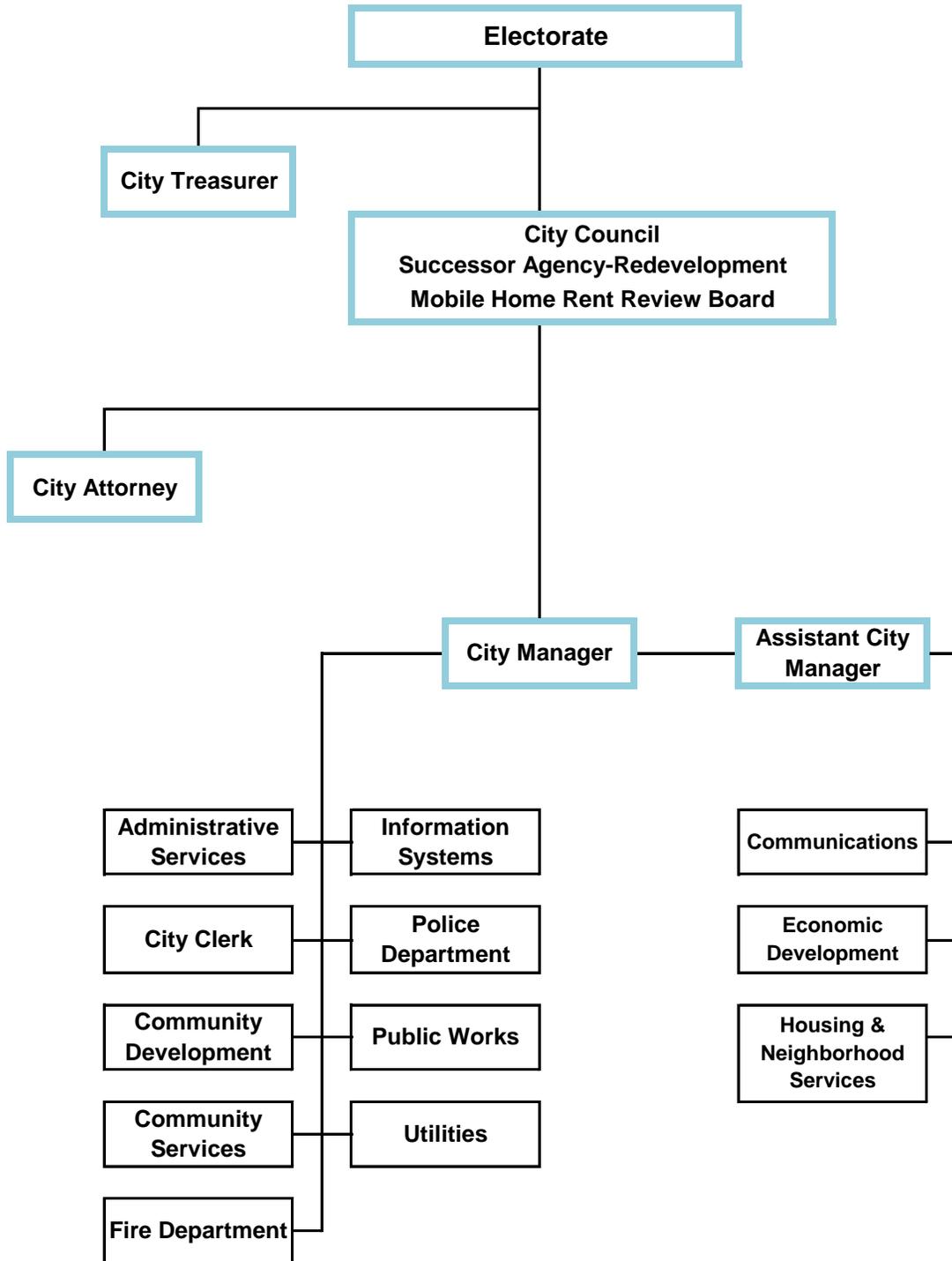
- City Treasurer - responsible for investing the City's portfolio and bond administration
- Director of Administrative Services - responsible for the management and administration of the Finance Department
- Assistant Director of Finance - supervises the City's Accounting and Budget operations



# Summary Charts



CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Organization Chart



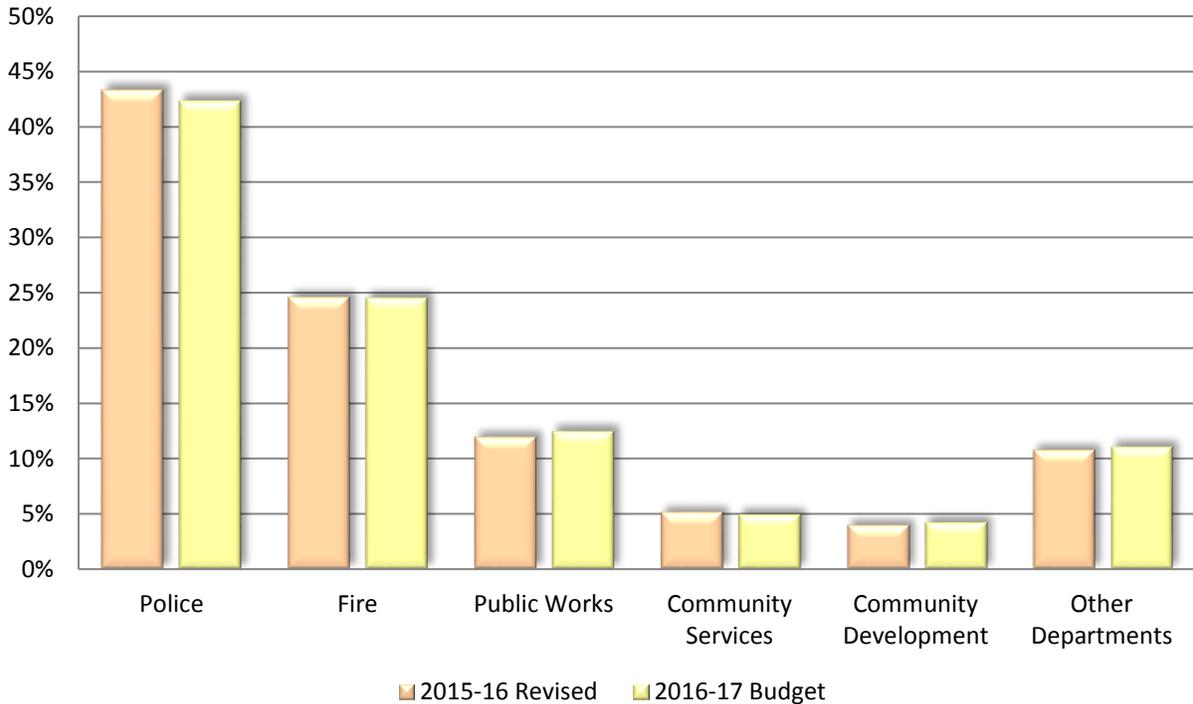
**CITY OF ESCONDIDO**  
**FY 2016-17 Operating Budget**  
**Expenditure Summary-All Funds**

<b>DEPARTMENT/FUND</b>	<b>2014-15 REVISED</b>	<b>2015-16 REVISED</b>	<b>2016-17 BUDGET</b>	<b>15-16 REVISED/ 16-17 BUDGET % Change</b>
City Council	\$367,110	\$419,180	\$433,690	3.5%
City Manager/Video Services	1,296,725	1,244,170	1,322,620	6.3
City Attorney	183,255	107,750	181,810	68.7
City Clerk	543,355	539,000	580,675	7.7
City Treasurer	290,175	304,795	312,035	2.4
Administrative Services	1,855,530	1,915,000	1,942,430	1.4
Information Systems	1,140,960	1,180,145	1,140,710	-3.3
Community Services	4,472,530	4,710,835	4,623,430	-1.9
Community Development	3,494,305	3,656,505	3,964,200	8.4
Public Works	10,272,875	10,876,630	11,647,895	7.1
Recycling & Waste Reduction	517,205	611,670	541,395	-11.5
Police	38,232,240	39,328,525	39,266,675	-0.2
Fire/Emergency Management	21,884,545	22,326,035	22,801,445	2.1
Nondepartmental	1,718,940	1,273,195	1,618,185	27.1
Community Relations & Center for the Arts	1,977,160	2,219,800	2,266,930	2.1
<b>TOTAL, GENERAL FUND</b>	<b>88,246,910</b>	<b>90,713,235</b>	<b>92,644,125</b>	<b>2.1</b>
Vehicle Parking District	85,785	90,600	95,425	5.3
Community Services/Administration	503,660	434,360	0	-100.0
Community Services/Recreation	2,663,190	2,454,770	2,699,650	10.0
Community Services/ASES	843,140	849,000	825,185	-2.8
Reidy Creek Golf Course	656,805	663,890	664,395	0.1
CDBG Administration	262,920	267,105	268,955	0.7
Landscape Maintenance Districts	913,090	944,015	1,039,470	10.1
Successor Agency-Housing	414,140	437,815	430,410	-1.7
Mobilehome Management	205,285	200,580	198,570	-1.0
HOME	232,325	138,610	150,070	8.3
<b>TOTAL, SPECIAL REVENUE FUNDS</b>	<b>6,780,340</b>	<b>6,480,745</b>	<b>6,372,130</b>	<b>-1.7</b>
<b>SUCCESSOR AGENCY-REDEV</b>	<b>2,019,510</b>	<b>1,400,850</b>	<b>978,400</b>	<b>-30.2</b>
<b>DEBT SERVICE FUNDS</b>	<b>5,570,490</b>	<b>5,570,120</b>	<b>4,430,600</b>	<b>-20.5</b>
Water/Canal/Lakes	53,988,390	56,601,940	53,773,700	-5.0
Wastewater/Recycled Water/Environ. Prog.	24,928,030	25,844,455	26,178,990	1.3
<b>TOTAL, ENTERPRISE FUNDS</b>	<b>78,916,420</b>	<b>82,446,395</b>	<b>79,952,690</b>	<b>-3.0</b>
<b>TOTAL, OPERATING FUNDS</b>	<b>181,533,670</b>	<b>186,611,345</b>	<b>184,377,945</b>	<b>-1.2</b>
<b>TOTAL, CAPITAL FUNDS</b>	<b>52,374,347</b>	<b>44,959,660</b>	<b>76,295,241</b>	<b>69.7</b>
<b>GRAND TOTAL, ALL FUNDS</b>	<b>\$233,908,017</b>	<b>\$231,571,005</b>	<b>\$260,673,186</b>	<b>12.6%</b>
<b>INTERNAL SERVICE FUNDS</b> (included in operating budgets)	<b>\$32,433,430</b>	<b>\$33,136,975</b>	<b>\$33,836,050</b>	<b>2.1%</b>

**CITY OF ESCONDIDO**  
**FY 2016-17 Operating Budget**  
**Budget Comparison - General Fund**

	<b>2015-16 REVISED</b>	<b>2016-17 BUDGET</b>	<b>15-16 REVISED/ 16-17 BUDGET % Change</b>
City Council	\$419,180	\$433,690	3.5%
City Manager/Video Svcs	1,244,170	1,322,620	6.3
City Attorney	107,750	181,810	68.7
City Clerk	539,000	580,675	7.7
City Treasurer	304,795	312,035	2.4
Administrative Services	1,915,000	1,942,430	1.4
Information Systems	1,180,145	1,140,710	-3.3
Community Services	4,710,835	4,623,430	-1.9
Community Development	3,656,505	3,964,200	8.4
Public Works	10,876,630	11,647,895	7.1
Recycling & Waste Reduction	611,670	541,395	-11.5
Police	39,328,525	39,266,675	-0.2
Fire/Emergency Mgt.	22,326,035	22,801,445	2.1
Nondepartmental	1,273,195	1,618,185	27.1
Comm. Relations & CFA	2,219,800	2,266,930	2.1
<b>TOTAL, GENERAL FUND</b>	<b><u>\$90,713,235</u></b>	<b><u>\$92,644,125</u></b>	<b><u>2.1%</u></b>

**General Fund Departments**  
**% of Total Budget**

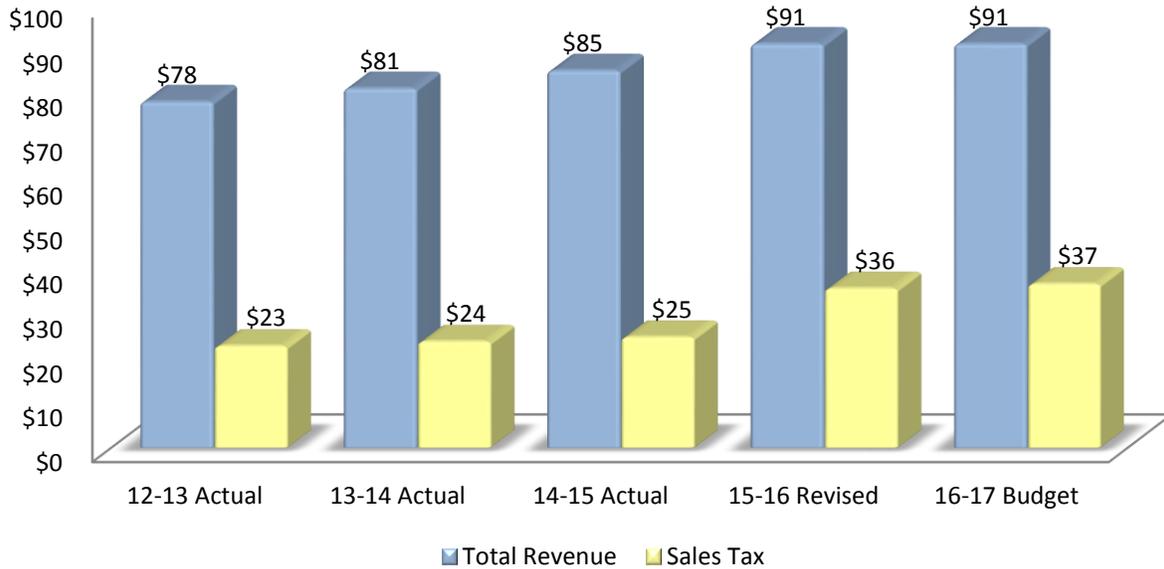


**CITY OF ESCONDIDO**  
**FY 2016-17 Operating Budget**  
**Revenue Comparison-General Fund**

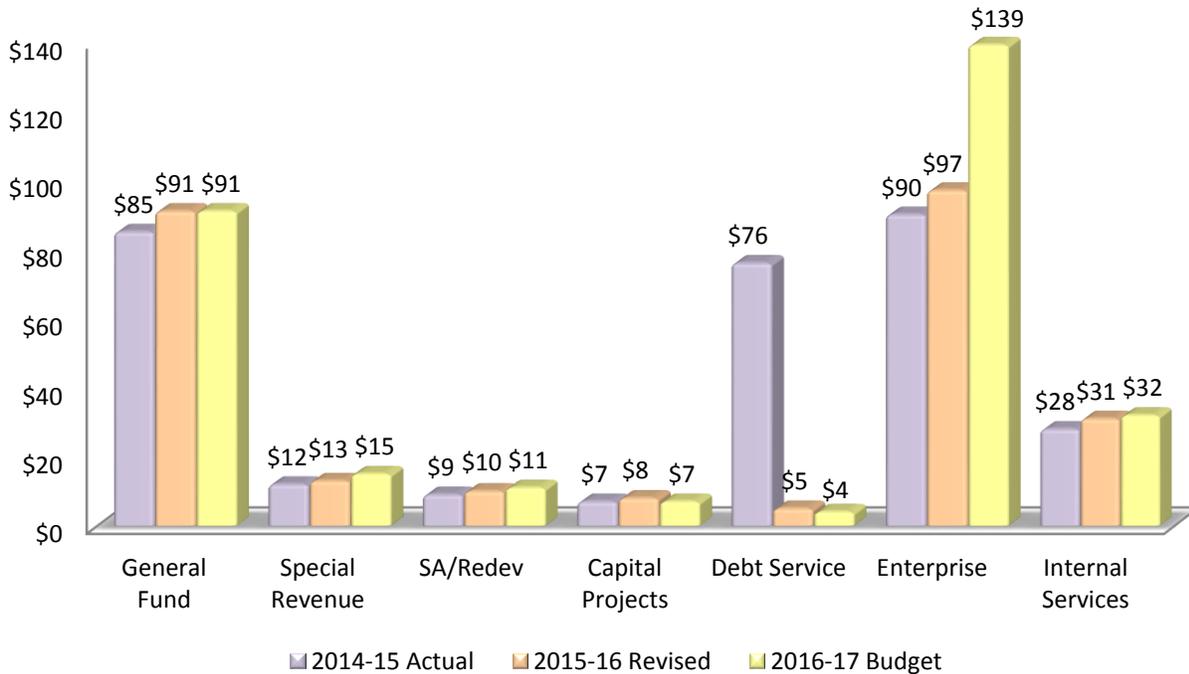
	2013-14 ACTUAL	2014-15 ACTUAL	2015-16 REVISED	2016-17 BUDGET	15-16 REVISED/ 16-17 BUDGET % Change
<b>SALES TAX</b>	<b>\$24,145,308</b>	<b>\$25,276,025</b>	<b>\$35,649,000</b>	<b>\$37,218,000</b>	<b>4.4%</b>
Property Tax	10,554,871	10,907,494	11,516,000	11,991,000	4.1
Property Transfer	507,599	551,265	551,000	562,000	2.0
Franchise Fees	5,932,079	6,334,024	6,303,000	6,509,000	3.3
Transient Occupancy Tax	1,322,016	1,435,406	1,635,000	1,701,000	4.0
Transfer Station Fee	648,069	637,125	643,000	656,000	2.0
Business Licenses	1,658,276	1,705,214	1,754,000	1,789,000	2.0
Property Tax in Lieu of Sales Tax	8,131,987	8,328,114	0	0	0.0
Property Tax in Lieu of VLF	10,668,256	11,210,341	11,748,000	12,329,000	4.9
RPTTF Residual Payment	726,237	653,151	516,000	629,000	21.9
CDC Tax Sharing Payment	475,561	211,185	208,000	226,000	8.7
Penalties	1,612	0	2,000	2,000	0.0
Other Incentive Fees	82,955	82,666	82,000	83,000	1.2
PEG Fees	11,000	11,000	11,000	0	-100.0
<b>OTHER TAXES</b>	<b>40,720,518</b>	<b>42,066,985</b>	<b>34,969,000</b>	<b>36,477,000</b>	<b>4.3</b>
<b>PERMITS AND LICENSES</b>	<b>991,164</b>	<b>862,280</b>	<b>846,435</b>	<b>1,087,000</b>	<b>28.4</b>
<b>FINES AND FORFEITURES</b>	<b>1,192,912</b>	<b>1,157,265</b>	<b>1,335,000</b>	<b>1,402,000</b>	<b>5.0</b>
Vehicle in Lieu Fees	62,583	60,452	0	0	0.0
Rincon Fire Agreement	1,466,481	2,169,556	1,945,000	2,023,000	4.0
Grants	1,505,812	1,503,319	1,021,838	820,000	-19.8
<b>INTERGOVERNMENTAL</b>	<b>3,034,876</b>	<b>3,733,327</b>	<b>2,966,838</b>	<b>2,843,000</b>	<b>-4.2</b>
Planning Charges	426,329	333,399	508,285	517,500	1.8
Building Plan Check	254,207	241,161	440,000	449,000	2.0
Engineering Fees	704,220	498,669	1,393,000	1,123,000	-19.4
Police Services	435,454	985,902	313,000	302,000	-3.5
Paramedic	4,314,100	4,184,946	4,257,000	5,118,000	20.2
Other Services	1,194,555	1,714,582	1,110,000	1,110,500	0.0
Community Services	102,709	95,879	95,000	95,000	0.0
<b>CHARGES FOR SERVICES</b>	<b>7,431,574</b>	<b>8,054,538</b>	<b>8,116,285</b>	<b>8,715,000</b>	<b>7.4</b>
<b>INVESTMENT/RENTAL INCOME</b>	<b>3,008,011</b>	<b>3,294,761</b>	<b>3,380,000</b>	<b>3,400,000</b>	<b>0.6</b>
Other Revenue	866,724	278,759	242,220	223,000	-7.9
Mobilehome Fee	33,107	32,987	51,000	51,000	0.0
<b>OTHER</b>	<b>899,831</b>	<b>311,746</b>	<b>293,220</b>	<b>274,000</b>	<b>-6.6</b>
<b>ONE-TIME REVENUE</b>	<b>0</b>	<b>0</b>	<b>3,060,415</b>	<b>0</b>	<b>-100.0</b>
<b>TOTAL, GENERAL FUND</b>	<b><u>\$81,424,194</u></b>	<b><u>\$84,756,927</u></b>	<b><u>\$90,616,193</u></b>	<b><u>\$91,416,000</u></b>	<b><u>0.9%</u></b>

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Revenue Charts**

## General Fund Revenue Trend (In Millions)



## Revenue Trend-All Funds (In Millions)



**CITY OF ESCONDIDO**  
**FY 2016-17 Operating Budget**  
**Account Comparison-General Fund**

Account Description	2014-15 REVISED	2015-16 BUDGET	2015-16 REVISED	2016-17 BUDGET	15-16 REVISED/ 16-17 BUDGET % Change
Permanent Salaries	\$45,286,585	\$46,109,915	\$46,270,890	\$47,332,850	2.3%
Regular Part-Time	187,685	174,400	174,400	171,560	-1.6
Temporary Part-Time	1,809,650	1,469,655	1,469,655	1,307,150	-11.1
Overtime	3,983,240	4,413,205	4,413,205	4,344,890	-1.5
Employee Overhead	24,423,335	25,075,910	25,140,520	26,481,155	5.3
Flexible Benefits	691,905	699,860	700,540	717,270	2.4
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>76,382,400</b>	<b>77,942,945</b>	<b>78,169,210</b>	<b>80,354,875</b>	<b>2.8</b>
Office/Operating Supplies	1,793,730	1,810,710	1,810,710	1,844,195	1.8
Safety Equipment	437,835	411,185	411,185	416,685	1.3
Prevention Supplies	11,500	11,500	11,500	11,500	0.0
Maintenance of Equipment	365,695	337,770	337,770	339,485	0.5
Professional Services/Contracts	5,124,685	5,218,805	5,237,270	5,249,380	0.2
Permits	4,650	2,500	2,500	2,500	0.0
Prevention Services	2,945	2,945	2,945	2,945	0.0
Other Mail	165,200	165,400	165,400	165,650	0.2
Training and Meetings	145,445	158,795	158,795	176,260	11.0
Mileage Reimbursement	8,000	8,100	8,100	7,700	-4.9
Dues and Subscriptions	126,645	128,355	128,355	134,010	4.4
Auto Allowance	129,900	119,100	119,100	119,100	0.0
Other Duplicating	2,700	2,700	2,700	4,250	57.4
Advertising and Printing	91,740	94,340	94,340	90,915	-3.6
Utilities	2,233,465	2,566,690	2,566,690	2,992,760	16.6
Water	96,225	96,575	96,575	99,575	3.1
Other Telephone	231,730	240,880	240,880	234,300	-2.7
Rent	188,670	188,670	188,670	188,810	0.1
Interest Expense	9,140	4,795	4,795	3,480	-27.4
Tuition	71,070	107,670	107,670	80,770	-25.0
Other Expense	784,500	574,715	574,715	664,615	15.6
Software	482,370	441,975	441,975	439,450	-0.6
Minor Office Equipment	87,515	84,200	84,200	123,415	46.6
Loan Principal Expense	23,175	23,175	23,175	23,175	0.0
<b>TOTAL, MAINTENANCE &amp; OPERATIONS</b>	<b>12,618,530</b>	<b>12,801,550</b>	<b>12,820,015</b>	<b>13,414,925</b>	<b>4.6</b>
Building Maintenance	3,183,870	3,499,360	3,499,360	3,767,220	7.7
Fleet Services	3,860,440	3,860,440	3,860,440	3,878,960	0.5
Duplicating	277,310	274,240	274,240	279,285	1.8
Telecommunications	385,345	471,850	471,850	476,825	1.1
Radio Communications	264,025	258,635	258,635	271,435	4.9
Mail Services	144,910	165,335	165,335	165,740	0.2
Office Automation	1,221,595	1,255,100	1,255,100	1,257,700	0.2
Insurance	1,668,845	2,245,620	2,245,620	2,341,355	4.3
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>11,006,340</b>	<b>12,030,580</b>	<b>12,030,580</b>	<b>12,438,520</b>	<b>3.4</b>
Motive Equipment	0	0	0	25,000	N/A
Other Capital Outlay	225,000	0	0	0	0.0
<b>TOTAL, CAPITAL OUTLAY</b>	<b>225,000</b>	<b>0</b>	<b>0</b>	<b>25,000</b>	<b>0.0</b>
<b>SUBTOTAL, GENERAL FUND</b>	<b>100,232,270</b>	<b>102,775,075</b>	<b>103,019,805</b>	<b>106,233,320</b>	<b>3.1</b>
Allocations In	174,380	180,525	180,525	214,265	18.7
Allocations Out	(12,159,740)	(12,487,095)	(12,487,095)	(13,803,460)	10.5
<b>TOTAL, GENERAL FUND</b>	<b>\$88,246,910</b>	<b>\$90,468,505</b>	<b>\$90,713,235</b>	<b>\$92,644,125</b>	<b>2.1%</b>

**CITY OF ESCONDIDO**  
**FY 2016-17 Operating Budget**  
**Employee Overhead-General Fund**

Account Description	2014-15 REVISED	2015-16 BUDGET	2015-16 REVISED	2016-17 BUDGET	15-16 REVISED/ 16-17 BUDGET % Change
PERS	\$14,432,625	\$15,326,840	\$15,378,555	\$16,189,370	5.3%
Medical	6,266,770	6,103,785	6,103,785	6,293,675	3.1
Workers' Compensation	2,121,940	2,032,270	2,042,120	2,399,760	17.5
Other Employee Overhead	1,602,000	1,613,015	1,616,060	1,598,350	-1.1
<b>TOTAL, EMPLOYEE OVERHEAD</b>	<b><u>\$24,423,335</u></b>	<b><u>\$25,075,910</u></b>	<b><u>\$25,140,520</u></b>	<b><u>\$26,481,155</u></b>	<b><u>5.3%</u></b>

Employee overhead is comprised of PERS, Medical, Workers' Compensation and Other Employee Overhead costs. The Other Employee Overhead category includes the following overhead costs: Dental Insurance, Life Insurance, Unemployment Insurance, Medicare and Benefit Administration.

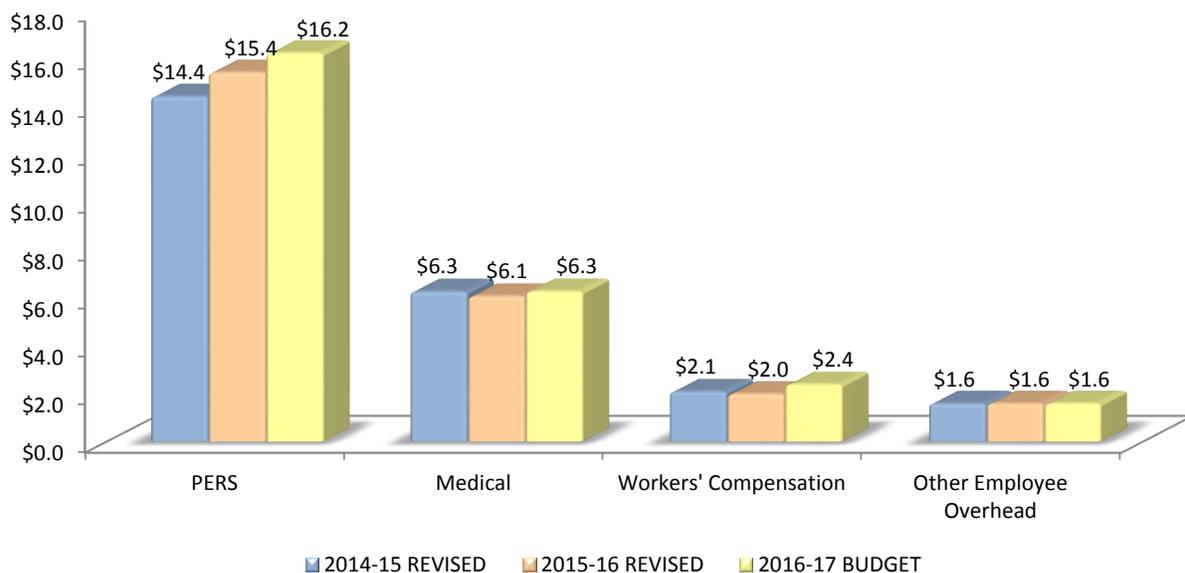
PERS rates will increase from 28.8% to 30.8% for the Miscellaneous Plan and from 37.1% to 37.8% for the Safety Plan. This is projected to result in an approximate \$900,000 increase in pension cost to the General Fund during 2016-17.

Medical insurance premiums are anticipated to increase by 9% in 2017 resulting in an increase to the General Fund of about \$190,000.

There is a significant increase in workers' compensation charges to the General Fund projected of approximately \$370,000 for 2016-17. This is because the Workers' Compensation fund is projecting to use less of its reserve balance to fund their expenditures and will need to increase charges to departments in order for this budget to be balanced.

Overall, other employee overhead costs are projected to decrease slightly by approximately \$15,000. The Unemployment fund has increased it's use of reserves and based on a decrease in claims payments during 2015-16 has reduced its claims payments projection for 2016-17 resulting in a decrease in charges to departments.

### Employee Overhead Comparison (In Millions)



**CITY OF ESCONDIDO**  
**FY 2016-17 Operating Budget**  
**Authorized Positions**

	2014-15 ACTUAL	2015-16 BUDGET	2015-16 REVISED	2016-17 BUDGET
<b>General Government</b>				
Full-time	34	35	36	36
Part-time FTE	1	1	1.3	1.3
Temporary Part-time FTE	4.1	6.8	3.9	4.1
<b>Total FTE</b>	<b>39.1</b>	<b>42.8</b>	<b>41.2</b>	<b>41.4</b>
<b>Administrative Services</b>				
Full-time	35	37	38	39
Part-time FTE	0.8	0	0	0
Temporary Part-time FTE	2.8	2	1.6	0.9
<b>Total FTE</b>	<b>38.6</b>	<b>39</b>	<b>39.6</b>	<b>39.9</b>
<b>Information Systems</b>				
Full-time	13	13	12	12
<b>Community Services</b>				
Full-time	27	27	27	27
Part-time FTE	0.8	0.8	0.8	0.8
Temporary Part-time FTE	22.6	23.3	23.1	19.9
<b>Total FTE</b>	<b>50.4</b>	<b>51.1</b>	<b>50.9</b>	<b>47.7</b>
<b>Community Development</b>				
Full-time	28	31	32	34
Part-time FTE	0.5	0.5	0.5	0.5
Temporary Part-time FTE	10.8	8.1	6.9	5.8
<b>Total FTE</b>	<b>39.3</b>	<b>39.6</b>	<b>39.4</b>	<b>40.3</b>
<b>Public Works</b>				
Full-time	79	77	78	78
Temporary Part-time FTE	24.8	24.3	20.6	20.9
<b>Total FTE</b>	<b>103.8</b>	<b>101.3</b>	<b>98.6</b>	<b>98.9</b>
<b>Recycling/Waste Reduction</b>				
Full-time	2	3	3	2
Temporary Part-time FTE	2.8	0.8	1.2	1.3
<b>Total FTE</b>	<b>4.8</b>	<b>3.8</b>	<b>4.2</b>	<b>3.3</b>
<b>Police</b>				
Full-time	227	215	217	217
Frozen Positions	-13	0	0	0
Part-time FTE	1.5	1.5	0.8	0.8
Temporary Part-time FTE	19.2	20.4	10.8	10.8
<b>Total FTE</b>	<b>234.7</b>	<b>236.9</b>	<b>228.6</b>	<b>228.6</b>
<b>Fire/Emergency Management</b>				
Full-time	124	124	119	121
Part-time FTE	0	0	0.8	0.8
Temporary Part-time FTE	6.3	5.4	5.5	1.8
<b>Total FTE</b>	<b>130.3</b>	<b>129.4</b>	<b>125.3</b>	<b>123.6</b>
<b>Total Full-time Positions</b>	<b>569</b>	<b>562</b>	<b>562</b>	<b>566</b>
<b>Total Frozen Full-time Positions</b>	<b>-13</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Part-time FTE Positions</b>	<b>4.6</b>	<b>3.8</b>	<b>4.2</b>	<b>4.2</b>
<b>Total Temporary Part-time FTE</b>	<b>93.4</b>	<b>91.1</b>	<b>73.6</b>	<b>65.5</b>
<b>Total General Fund FTE Positions</b>	<b>654.0</b>	<b>656.9</b>	<b>639.8</b>	<b>635.7</b>

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Authorized Positions**

	2014-15 ACTUAL	2015-16 BUDGET	2015-16 REVISED	2016-17 BUDGET
<b>Community Services/ Admin, Recreation &amp; ASES</b>				
Full-time	12	11	10	8
Grant Funded	2	2	2	2
Part-time FTE	3	3	3	3
Temporary Part-time FTE	60	55.2	50.7	47.5
<b>Total FTE</b>	<b>77</b>	<b>71.2</b>	<b>65.7</b>	<b>60.5</b>
<b>CDBG/Housing/Mobilehome/Home</b>				
Full-time	8	7	7	7
Contract/Grant Funded	0	0	1	1
Temporary Part-time FTE	1.1	1.1	0	0
<b>Total FTE</b>	<b>9.1</b>	<b>8.1</b>	<b>8</b>	<b>8</b>
<b>Water Operations</b>				
Full-time	75	75	76	78
Contract/Grant Funded	5	5	5	5
Temporary Part-time FTE	30.5	33.2	32.4	32.4
<b>Total FTE</b>	<b>110.5</b>	<b>113.2</b>	<b>113.4</b>	<b>115.4</b>
<b>Wastewater Operations</b>				
Full-time	82	85	87	86
Temporary Part-time FTE	2.4	2.4	3.2	3.2
<b>Total FTE</b>	<b>84.4</b>	<b>87.4</b>	<b>90.2</b>	<b>89.2</b>
<b>Building Maintenance</b>				
Full-time	14	14	14	15
Part-time FTE	0.8	0.8	0.8	0.8
Temporary Part-time FTE	17	17.7	17.9	21.8
<b>Total FTE</b>	<b>31.8</b>	<b>32.5</b>	<b>32.7</b>	<b>37.6</b>
<b>Warehouse</b>				
Full-time	2	2	2	2
<b>Fleet Services</b>				
Full-time	12	12	12	12
Temporary Part-time FTE	0.7	0.7	0.7	0.7
<b>Total FTE</b>	<b>12.7</b>	<b>12.7</b>	<b>12.7</b>	<b>12.7</b>
<b>Other Internal Service Funds</b>				
Full-time	16	16	17	17
Temporary Part-time FTE	0.4	0.4	0.4	0.4
<b>Total FTE</b>	<b>16.4</b>	<b>16.4</b>	<b>17.4</b>	<b>17.4</b>
<b>Total Full-time Positions</b>	<b>790</b>	<b>784</b>	<b>787</b>	<b>791</b>
<b>Total Frozen Full-time Positions</b>	<b>-13.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Total Grant Funded Positions</b>	<b>7</b>	<b>7</b>	<b>8</b>	<b>8</b>
<b>Total Part-time FTE Positions</b>	<b>8.4</b>	<b>7.6</b>	<b>8</b>	<b>8</b>
<b>Total Temporary Part-time FTE</b>	<b>205.5</b>	<b>201.8</b>	<b>178.9</b>	<b>171.5</b>
<b>Total Citywide FTE Positions</b>	<b>997.9</b>	<b>1000.4</b>	<b>981.9</b>	<b>978.5</b>





# Departmental Budget Detail





# General Fund



**CITY OF ESCONDIDO**  
**FY 2016-17 & 2017-18 Operating Budgets**  
**General Fund Sources and Uses**

**GENERAL FUND**

This fund accounts 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>2016-17</b>	<b>2017-18</b>
Estimated Revenue	\$ 91,416,000	\$ 94,618,480
Transfer from Gas Tax	2,055,000	2,055,000
Transfer from Hegyi Trust	1,000	1,000
Transfer from Wastewater	25,000	25,000
Deposit - PEG Fees	11,000	11,000
<b>TOTAL, Sources</b>	<b>\$ 93,508,000</b>	<b>\$ 96,710,480</b>

<b><u>Uses of Funds:</u></b>		
General Fund Operating Budget	\$ 92,644,125	\$ 95,946,905
Transfer to Recreation	223,100	223,100
Transfer to Reidy Creek Golf Course Debt Service	365,550	368,850
Transfer to Vehicle Parking District	95,225	101,625
Transfer to Successor Agency-Housing	25,000	25,000
Advance Paybacks to Public Facilities Fund-Principal	155,000	45,000
<b>TOTAL, Uses</b>	<b>\$ 93,508,000</b>	<b>\$ 96,710,480</b>

**CITY OF ESCONDIDO  
FY 2016-17 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>2013-14 Actual</b>	<b>2014-15 Actual</b>	<b>2015-16 Revised</b>	<b>2016-17 Budget</b>
<b>STAFFING:</b>				
Regular Full-Time	5.0	5.0	5.0	5.0
<b>BUDGET:</b>				
Employee Services	192,548	205,056	214,930	226,025
Maintenance & Operations	181,729	187,534	190,455	185,455
Internal Service Charges	65,645	130,810	183,320	203,295
Allocations (Net)	<u>(136,659)</u>	<u>(157,253)</u>	<u>(169,525)</u>	<u>(181,085)</u>
Total Budget	303,263	366,147	419,180	433,690

**DEPARTMENT PRIORITIES**

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

**MAJOR BUDGET IMPACTS**

- Increase in salaries and PERS costs
- Decrease in operating supplies, state of the City and training/meetings
- Increase in General Liability charges is the result of future risk evaluation and prior claims experience

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-001 CITY COUNCIL</b>		
5001-001-001 REGULAR FULL-TIME		
4 Council Members	82,845	86,990
1 Mayor	<u>58,465</u>	<u>61,390</u>
	141,310	148,380
EMPLOYEE OVERHEAD:		
5025-001-001 OTHER EMPLOYEE OVERHEAD	10,405	9,760
5026-001-001 PERS	40,725	45,700
5027-001-001 MEDICAL	21,360	21,295
5028-001-001 WORKERS' COMPENSATION	1,130	890
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>214,930</b>	<b>226,025</b>
5101-001-001 OFFICE/OPERATING SUPPLIES		
Office/Operating Supplies	4,000	2,000
State of the City Address	<u>6,000</u>	<u>4,000</u>
	10,000	6,000
5131-001-001 PROFESSIONAL SERVICES/CONTRACTS		
Federal Lobbyist	50,000	50,000
Video Streaming	11,000	11,000
Voting System	<u>3,500</u>	<u>3,500</u>
	64,500	64,500
5160-001-001 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	4,000	3,000
5162-001-001 DUES AND SUBSCRIPTIONS		
League of California Cities	30,700	30,700
SANDAG	32,175	32,175
San Diego Division League of California Cities	<u>1,080</u>	<u>1,080</u>
	63,955	63,955

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-001 CITY COUNCIL</b>		
5163-001-001 AUTO ALLOWANCE		
5 Council Members	45,000	45,000
5173-001-001 OTHER TELEPHONE		
Cellular Phone Charges	3,000	3,000
<b>TOTAL, M &amp; O</b>	<b>190,455</b>	<b>185,455</b>
5125-001-001 BUILDING MAINTENANCE	44,915	50,130
5165-001-001 DUPLICATING	10,470	8,925
5172-001-001 TELECOMMUNICATIONS	2,820	3,250
5175-001-001 MAIL SERVICES	555	115
5178-001-001 OFFICE AUTOMATION	6,710	6,660
5183-001-001 INSURANCE		
General Liability Insurance	115,155	131,550
Property Insurance	2,695	2,665
	117,850	134,215
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>183,320</b>	<b>203,295</b>
<b>SUBTOTAL, CITY COUNCIL</b>	<b>588,705</b>	<b>614,775</b>
5902-001-001 ALLOCATED OUT		
Neighborhood Services-CDBG	(5,120)	(5,535)
Water	(90,215)	(97,505)
Wastewater	(47,725)	(51,580)
Capital Improvement Projects	(26,465)	(26,465)
	(169,525)	(181,085)
<b>TOTAL, CITY COUNCIL</b>	<b>419,180</b>	<b>433,690</b>



**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Department Summary**

**CITY MANAGER/VIDEO SERVICES**

**Description:** The City Manager's Office supports the information and policy-making needs of the City Council; implements City Council decisions and directives; manages day-to-day operations of City departments; oversees economic development initiatives; manages the City's communication strategies; and manages housing and neighborhood service policies and programs.

**BUDGET SUMMARY**

	<b>2013-14 Actual</b>	<b>2014-15 Actual</b>	<b>2015-16 Revised</b>	<b>2016-17 Budget</b>
<b>STAFFING:</b>				
Regular Full-Time	9.0	10.0	10.0	10.0
Temporary Part-Time (FTE)	1.6	4.3	2.8	3.0
Department Total	<u>10.6</u>	<u>14.3</u>	<u>12.8</u>	<u>13.0</u>
<b>BUDGET:</b>				
Employee Services	1,442,573	1,635,665	1,580,785	1,563,285
Maintenance & Operations	97,330	204,416	162,485	185,060
Internal Service Charges	102,320	113,265	148,545	221,095
Allocations (Net)	<u>(494,875)</u>	<u>(547,772)</u>	<u>(647,645)</u>	<u>(646,820)</u>
Total Budget	<u>1,147,348</u>	<u>1,405,574</u>	<u>1,244,170</u>	<u>1,322,620</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 electronic bulletin board 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: Decrease in employee services due to retirement of City Manager in 2015-16
- City Manager: As directed by the Department of Finance, the Spruce Street property was transferred from the Successor Agency to the City, per the Long Range Property Management Plan. This resulted in a \$20,000 increase in property maintenance expenses, water and utilities, which are offset by rental income
- City Manager: Increase in internal service charges primarily due to increase in building maintenance and duplicating charges
- Video Services: None

**CITY OF ESCONDIDO  
 FY 2016-17 Operating Budget  
 Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-002 CITY MANAGER</b>		
5001-001-002 REGULAR FULL-TIME		
1 City Manager	253,605	239,000
1 Assistant City Manager	180,355	164,390
1 Director of Economic Development & Community Relations	127,555	130,105
0 Division Coordinator	43,045	0
1 Executive Assistant	68,735	70,110
1 Executive Office Coordinator	51,105	52,130
1 Management Analyst II	68,650	70,025
1 Real Property Manager	102,670	104,725
1 Special Events/Economic Development Coordinator	56,740	57,875
1 Tourism and Marketing Administrator	65,405	65,795
1 Department Assistant	0	37,860
	1,017,865	992,015
5004-001-002 TEMPORARY PART-TIME		
1 Real Property Agent	19,200	19,200
1 Venue Representative - Daley Ranch House Rental (52006)	0	3,520
	19,200	22,720
EMPLOYEE OVERHEAD:		
5025-001-002 OTHER EMPLOYEE OVERHEAD	48,145	49,170
5026-001-002 PERS	293,085	305,550
5027-001-002 MEDICAL	91,225	81,190
5028-001-002 WORKERS' COMPENSATION	18,080	20,900
5030-001-002 FLEXIBLE BENEFITS	53,580	52,580
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>1,541,180</b>	<b>1,524,125</b>
5101-001-002 OFFICE/OPERATING SUPPLIES		
Miscellaneous Supplies	17,260	17,260
Miscellaneous Supplies - Economic Development (20003)	2,000	2,000
	19,260	19,260

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-002 CITY MANAGER</b>		
5131-001-002 PROFESSIONAL SERVICES/CONTRACTS		
Appraisal Services	4,000	5,000
CO-STAR/TCP Revisions	18,600	18,600
Website - Visit Escondido (20002)	700	700
Property Management Expenses (52007)	0	5,000
	23,300	29,300
5160-001-002 TRAINING AND MEETINGS		
Economic Development/CAPIO	1,200	1,200
Seminars, Conferences, Workshops	5,150	6,500
	6,350	7,700
5162-001-002 DUES AND SUBSCRIPTIONS		
CALED	600	700
CAPIO	175	500
Constant Contact/Hootsuite	700	700
I.C.M.A.	3,900	3,900
IRWA	200	200
Periodicals, Subscriptions	1,500	1,500
Professional Organization Dues	200	200
Public Information	300	300
SD Tourism Authority - Visit Escondido (20002)	460	460
Social Media/Hootsuite - Visit Escondido (20002)	80	80
MMASC	0	150
	8,115	8,690
5163-001-002 AUTO ALLOWANCE		
City Manager	9,000	9,000
Assistant City Manager	5,400	5,400
Director of Economic Development & Community Relations	5,100	5,100
	19,500	19,500
5167-001-002 ADVERTISING AND PRINTING		
Promotional Brochure	2,000	2,500
101 Things to do SD - Visit Escondido (20002)	1,140	1,140
CA Visitors Guide - Visit Escondido (20002)	1,200	1,200
Certified Folder Display - Visit Escondido (20002)	5,500	5,500

(continued on next page)

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-002 CITY MANAGER</b>		
5167-001-002 ADVERTISING AND PRINTING (continued)		
Postcards - Visit Escondido (20002)	600	600
San Diego Visitors Guide - Visit Escondido (20002)	6,500	6,500
Social Media Promo Boosts - Visit Escondido (20002)	600	600
Specialty Items - Visit Escondido (20002)	800	800
Sunset Magazine - Visit Escondido (20002)	3,000	3,000
Phoenix Magazine (20002)	2,700	2,700
Tourism Map	2,800	2,800
	26,840	27,340
5170-001-002 UTILITIES (52007)	0	12,000
5171-001-002 CITY WATER (52007)	0	3,000
5173-001-002 OTHER TELEPHONE		
Cellular Phone Charges	5,000	5,000
5180-001-002 RENT		
Property Lease (146, 148 & 152 E. Valley Parkway)	35,280	35,280
5190-001-002 OTHER EXPENSES		
County of San Diego Vector Control	2,400	2,400
Employee Recognition	5,000	5,000
Real Estate Taxes	4,500	4,500
	11,900	11,900
<b>TOTAL, M &amp; O</b>	<b>155,545</b>	<b>178,970</b>
5125-001-002 BUILDING MAINTENANCE	69,830	120,650
5165-001-002 DUPLICATING	4,390	19,615
5172-001-002 TELECOMMUNICATIONS	2,625	2,900
5175-001-002 MAIL SERVICES	1,075	3,840
5178-001-002 OFFICE AUTOMATION	14,685	19,825

**CITY OF ESCONDIDO  
 FY 2016-17 Operating Budget  
 Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-002 CITY MANAGER</b>		
5183-001-002 INSURANCE		
General Liability Insurance	18,465	18,385
Property Insurance	<u>32,600</u>	<u>32,240</u>
	51,065	50,625
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>143,670</b>	<b>217,455</b>
<b>SUBTOTAL, CITY MANAGER</b>	<b>1,840,395</b>	<b>1,920,550</b>
5901-001-002 ALLOCATED IN		
Building Maintenance - Daley Ranch House Rental (52006)	0	8,290
5902-001-002 ALLOCATED OUT		
Neighborhood Services-CDBG	(16,565)	(17,105)
Water	(291,885)	(301,425)
Wastewater	(154,410)	(159,455)
Successor Agency-Redevelopment	(31,510)	(24,650)
Capital Improvement Projects	<u>(137,035)</u>	<u>(137,035)</u>
	(631,405)	(639,670)
<b>TOTAL, CITY MANAGER</b>	<b>1,208,990</b>	<b>1,289,170</b>

**CITY OF ESCONDIDO  
 FY 2016-17 Operating Budget  
 Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-034 VIDEO SERVICES</b>		
5004-001-034 TEMPORARY PART-TIME	37,500	37,500
EMPLOYEE OVERHEAD:		
5025-001-034 OTHER EMPLOYEE OVERHEAD	635	590
5028-001-034 WORKERS' COMPENSATION	1,470	1,070
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>39,605</b>	<b>39,160</b>
 5101-001-034 OFFICE/OPERATING SUPPLIES		
Misc. Office Supplies	150	150
Video/VCR Tapes	1,600	1,600
	<u>1,750</u>	<u>1,750</u>
 5126-001-034 MAINTENANCE OF EQUIPMENT		
Audio and Video Equipment	4,450	3,600
 5131-001-034 PROFESSIONAL SERVICES/CONTRACTS		
Channel 19 Program Resources	600	600
 5162-001-034 DUES AND SUBSCRIPTIONS		
Magazines	20	20
SCAN NATOA Membership	120	120
	<u>140</u>	<u>140</u>
 <b>TOTAL, M &amp; O</b>	<b>6,940</b>	<b>6,090</b>
 5172-001-034 TELECOMMUNICATIONS	845	975
5178-001-034 OFFICE AUTOMATION	4,030	2,665
 <b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>4,875</b>	<b>3,640</b>
 <b>SUBTOTAL, VIDEO SERVICES</b>	<b>51,420</b>	<b>48,890</b>

**CITY OF ESCONDIDO  
 FY 2016-17 Operating Budget  
 Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-034 VIDEO SERVICES</b>		
5902-001-034 ALLOCATED OUT		
Neighborhood Services-CDBG	(465)	(440)
Water	(8,155)	(7,755)
Wastewater	(4,315)	(4,100)
Capital Improvement Projects	<u>(3,305)</u>	<u>(3,145)</u>
	(16,240)	(15,440)
 <b>TOTAL, VIDEO SERVICES</b>	 <b>35,180</b>	 <b>33,450</b>



**CITY OF ESCONDIDO  
FY 2016-17 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>2013-14 Actual</b>	<b>2014-15 Actual</b>	<b>2015-16 Revised</b>	<b>2016-17 Budget</b>
<b>STAFFING:</b>				
Regular Full-Time	11.0	11.0	12.0	12.0
Regular Part-Time (FTE)	<u>0.5</u>	<u>0.5</u>	<u>0.0</u>	<u>0.0</u>
Department Total	11.5	11.5	12.0	12.0
<b>BUDGET:</b>				
Employee Services	1,914,582	1,980,923	1,812,795	1,865,885
Maintenance & Operations	135,307	117,822	125,700	125,700
Internal Service Charges	88,250	92,585	119,770	128,305
Allocations (Net)	<u>(1,793,820)</u>	<u>(1,823,445)</u>	<u>(1,950,515)</u>	<u>(1,938,080)</u>
Total Budget	344,319	367,885	107,750	181,810

**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 salaries and the cost of PERS
- Increase in internal service charges primarily due to increase in building maintenance charges

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-003 CITY ATTORNEY</b>		
5001-001-003 REGULAR FULL-TIME		
1 City Attorney	253,605	253,605
1 Assistant City Attorney	204,555	210,635
1 Department Assistant	37,115	38,065
4 Deputy City Attorneys	330,910	341,235
1 Executive Assistant	68,735	70,110
2 Legal Assistants	134,110	136,795
1 Senior Deputy City Attorney	109,980	112,180
1 Senior Legal Assistant	75,580	79,320
Bilingual Pay	1,950	1,950
	1,216,540	1,243,895
EMPLOYEE OVERHEAD:		
5025-001-003 OTHER EMPLOYEE OVERHEAD	56,620	56,515
5026-001-003 PERS	350,045	383,130
5027-001-003 MEDICAL	116,590	110,460
5028-001-003 WORKERS' COMPENSATION	9,715	7,505
5030-001-003 FLEXIBLE BENEFITS	63,285	64,380
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>1,812,795</b>	<b>1,865,885</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
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

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-003 CITY ATTORNEY</b>		
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 and Assistant City Attorney	14,400	14,400
5173-001-003 OTHER TELEPHONE		
Cellular Phone Service	4,800	4,800
<b>TOTAL, M &amp; O</b>	<b>125,700</b>	<b>125,700</b>
5125-001-003 BUILDING MAINTENANCE	70,410	77,835
5165-001-003 DUPLICATING	11,745	13,165
5172-001-003 TELECOMMUNICATIONS	4,230	4,875
5175-001-003 MAIL SERVICES	4,530	3,055
5178-001-033 OFFICE AUTOMATION	16,105	15,985
5183-001-003 INSURANCE		
General Liability Insurance	8,760	9,445
Property Insurance	3,990	3,945
	12,750	13,390
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>119,770</b>	<b>128,305</b>
<b>SUBTOTAL, CITY ATTORNEY</b>	<b>2,058,265</b>	<b>2,119,890</b>

**CITY OF ESCONDIDO  
 FY 2016-17 Operating Budget  
 Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-003 CITY ATTORNEY</b>		
5902-001-003 ALLOCATED OUT		
Water	(365,200)	(381,580)
Wastewater	(300,750)	(296,785)
Workers' Compensation Insurance	(128,895)	(127,195)
General Liability Insurance	(1,117,080)	(1,102,340)
Successor Agency-Redevelopment	<u>(38,590)</u>	<u>(30,180)</u>
	(1,950,515)	(1,938,080)
 <b>TOTAL, CITY ATTORNEY</b>	 <b>107,750</b>	 <b>181,810</b>

**CITY OF ESCONDIDO  
FY 2016-17 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>2013-14 Actual</b>	<b>2014-15 Actual</b>	<b>2015-16 Revised</b>	<b>2016-17 Budget</b>
<b>STAFFING:</b>				
Regular Full-Time	6.0	6.0	6.0	6.0
Regular Part-Time (FTE)	0.5	0.5	1.3	1.3
Temporary Part-Time (FTE)	2.5	2.5	1.1	1.1
Department Total	<u>9.0</u>	<u>9.0</u>	<u>8.4</u>	<u>8.4</u>
<b>BUDGET:</b>				
Employee Services	602,316	614,637	664,820	692,325
Maintenance & Operations	180,977	116,124	93,475	104,475
Capital	11,022	0	0	25,000
Internal Service Charges	77,625	111,135	119,410	109,475
Allocations (Net)	<u>(306,435)</u>	<u>(320,285)</u>	<u>(338,705)</u>	<u>(350,600)</u>
Total Budget	<u>565,505</u>	<u>521,611</u>	<u>539,000</u>	<u>580,675</u>

**DEPARTMENT PRIORITIES**

- Continue cross training within the department to increase flexibility
- Finalize audit of departmental files in preparation for Records Management update
- Maintain a high level of customer service for the public counter, telephone contacts and internal services

**MAJOR BUDGET IMPACTS**

- Increase in salaries and the cost of PERS
- Server replacement
- Purchase of used van for the records center

**CITY OF ESCONDIDO  
 FY 2016-17 Operating Budget  
 Line Item Detail**

	<b>2015-16 REVISED</b>	<b>2016-17 BUDGET</b>
<b>001-004 CITY CLERK</b>		
5001-001-004 REGULAR FULL-TIME		
1 City Clerk	116,515	118,845
1 Assistant City Clerk	68,975	73,870
1 Department Assistant	40,925	41,740
1 Deputy City Clerk	55,165	60,610
1 Division Coordinator	44,590	47,765
1 Executive Office Specialist	39,120	41,905
	365,290	384,735
5003-001-004 REGULAR PART-TIME		
2 Department Assistants (1.25)	48,300	50,725
5004-001-004 TEMPORARY PART-TIME		
Temporary Part-Time w/PARS	11,880	11,880
Temporary Part-Time w/PERS	10,920	10,920
	22,800	22,800
5020-001-004 OVERTIME		
Clerical/Technical	1,000	1,000
EMPLOYEE OVERHEAD:		
5025-001-004 OTHER EMPLOYEE OVERHEAD	20,155	21,555
5026-001-004 PERS	122,340	137,490
5027-001-004 MEDICAL	54,290	44,370
5028-001-004 WORKERS' COMPENSATION	4,200	3,290
5030-001-004 FLEXIBLE BENEFITS	26,445	26,360
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>664,820</b>	<b>692,325</b>
5101-001-004 OFFICE/OPERATING SUPPLIES		
General Office Supplies	3,700	3,700

**CITY OF ESCONDIDO  
 FY 2016-17 Operating Budget  
 Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-004 CITY CLERK</b>		
5126-001-004 MAINTENANCE OF EQUIPMENT		
Imaging Equipment	1,500	1,500
Office Equipment	2,500	2,500
	<u>4,000</u>	<u>4,000</u>
5131-001-004 PROFESSIONAL SERVICES/CONTRACTS		
Questys Maintenance Agreement	3,500	3,500
Records Destruction Vendor	1,600	1,600
Update Supp Service - Municipal/Zoning Code	4,500	4,500
Zasio Maintenance Agreement	4,000	4,000
Total Imaging Solutions Agreement-Microfiche Reader	0	1,000
	<u>13,600</u>	<u>14,600</u>
5160-001-004 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	4,300	4,300
5162-001-004 DUES AND SUBSCRIPTIONS		
Professional Association Dues	1,000	1,000
5163-001-004 AUTO ALLOWANCE		
City Clerk	5,100	5,100
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
	<u>5,000</u>	<u>5,000</u>
5173-001-004 OTHER TELEPHONE		
Cellular Phone Service	1,200	1,200

**CITY OF ESCONDIDO  
 FY 2016-17 Operating Budget  
 Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-004 CITY CLERK</b>		
5180-001-004 RENT		
Lease of Off-Site Records Center	45,675	45,675
Taxes	1,400	1,400
	<u>47,075</u>	<u>47,075</u>
5194-001-004 MINOR OFFICE EQUIPMENT		
Server Upgrades	0	10,000
<b>TOTAL, M &amp; O</b>	<b>93,475</b>	<b>104,475</b>
5209-001-004 OTHER CAPITAL OUTLAY		
Records Center Van	0	25,000
<b>TOTAL, CAPITAL</b>	<b>0</b>	<b>25,000</b>
5125-001-004 BUILDING MAINTENANCE	65,530	55,125
5164-001-004 FLEET SERVICES	935	255
5165-001-004 DUPLICATING	10,205	10,425
5172-001-004 TELECOMMUNICATIONS	9,275	10,015
5175-001-004 MAIL SERVICES	3,630	4,980
5178-001-004 OFFICE AUTOMATION	16,025	14,575
5183-001-004 INSURANCE		
General Liability Insurance	9,425	9,765
Property Insurance	4,385	4,335
	<u>13,810</u>	<u>14,100</u>
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>119,410</b>	<b>109,475</b>
<b>SUBTOTAL, CITY CLERK</b>	<b>877,705</b>	<b>931,275</b>

**CITY OF ESCONDIDO  
 FY 2016-17 Operating Budget  
 Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-004 CITY CLERK</b>		
5902-001-004 ALLOCATED OUT		
Water	(219,425)	(232,820)
Wastewater	(87,770)	(93,130)
Successor Agency-Redevelopment	<u>(31,510)</u>	<u>(24,650)</u>
	(338,705)	(350,600)
 <b>TOTAL, CITY CLERK</b>	 <b>539,000</b>	 <b>580,675</b>



**CITY OF ESCONDIDO  
FY 2016-17 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>2013-14 Actual</b>	<b>2014-15 Actual</b>	<b>2015-16 Revised</b>	<b>2016-17 Budget</b>
<b>STAFFING:</b>				
Regular Full-Time	3.0	3.0	3.0	3.0
<b>BUDGET:</b>				
Employee Services	355,330	371,459	377,930	397,275
Maintenance & Operations	7,250	9,490	11,500	11,500
Internal Service Charges	16,920	22,535	26,140	23,800
Allocations (Net)	<u>(97,450)</u>	<u>(103,280)</u>	<u>(110,775)</u>	<u>(120,540)</u>
Total Budget	282,050	300,204	304,795	312,035

**DEPARTMENT PRIORITIES**

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

**MAJOR BUDGET IMPACTS**

- Increase in medical and PERS costs

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-005 CITY TREASURER</b>		
5001-001-005 REGULAR FULL-TIME		
1 City Treasurer	126,800	126,800
1 Sr. Accounting Assistant	47,460	48,405
1 Treasury Manager	83,845	83,030
	<u>258,105</u>	<u>258,235</u>
EMPLOYEE OVERHEAD:		
5025-001-005 OTHER EMPLOYEE OVERHEAD	11,785	10,890
5026-001-005 PERS	74,390	79,540
5027-001-005 MEDICAL	17,360	32,830
5028-001-005 WORKERS' COMPENSATION	2,065	1,550
5030-001-005 FLEXIBLE BENEFITS	14,225	14,230
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>377,930</b>	<b>397,275</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		
Investment Research/Consultants	200	200
5160-001-005 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	2,000	2,000
5161-001-005 MILEAGE REIMBURSEMENT		
Miscellaneous	100	100

**CITY OF ESCONDIDO  
 FY 2016-17 Operating Budget  
 Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-005 CITY TREASURER</b>		
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	3,400	3,400
<b>TOTAL, M &amp; O</b>	<b>11,500</b>	<b>11,500</b>
5125-001-005 BUILDING MAINTENANCE	19,225	17,910
5172-001-005 TELECOMMUNICATIONS	280	325
5178-001-005 OFFICE AUTOMATION	2,685	1,335
5183-001-005 INSURANCE		
General Liability Insurance	3,070	3,360
Property Insurance	880	870
	3,950	4,230
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>26,140</b>	<b>23,800</b>
<b>SUBTOTAL, CITY TREASURER</b>	<b>415,570</b>	<b>432,575</b>
5902-001-005 ALLOCATED OUT		
Water	(52,085)	(60,480)
(continued on next page)		

**CITY OF ESCONDIDO  
 FY 2016-17 Operating Budget  
 Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-005 CITY TREASURER</b>		
5902-001-005 ALLOCATED OUT (continued)		
Wastewater	(40,840)	(40,840)
Hidden Trails CFD	(3,460)	(3,370)
Eureka Ranch CFD	(8,890)	(9,730)
Rancho San Pasqual AD	(2,800)	(3,110)
Auto Parkway AD	<u>(2,700)</u>	<u>(3,010)</u>
	(110,775)	(120,540)
 <b>TOTAL, CITY TREASURER</b>	 <b>304,795</b>	 <b>312,035</b>

**CITY OF ESCONDIDO  
FY 2016-17 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>2013-14 Actual</b>	<b>2014-15 Actual</b>	<b>2015-16 Revised</b>	<b>2016-17 Budget</b>
<b>STAFFING:</b>				
Regular Full-Time	27.0	27.0	28.0	29.0
Temporary Part-Time (FTE)	1.2	1.2	0.7	0.0
Department Total	<u>28.2</u>	<u>28.2</u>	<u>28.7</u>	<u>29.0</u>
<b>BUDGET:</b>				
Employee Services	2,229,615	2,224,222	2,419,465	2,502,830
Maintenance & Operations	727,654	685,184	768,070	785,125
Internal Service Charges	186,375	219,960	256,060	274,190
Allocations (Net)	<u>(2,073,590)</u>	<u>(2,117,905)</u>	<u>(2,141,330)</u>	<u>(2,224,555)</u>
Total Budget	1,070,054	1,011,461	1,302,265	1,337,590

**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 City Council on a timely basis

**MAJOR BUDGET IMPACTS**

- Increase in salaries, medical and the cost of PERS
- Server replacement
- Increase in internal service charges primarily due to increase in building maintenance charges

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-022 FINANCE</b>		
5001-001-022 REGULAR FULL-TIME		
1 Assistant Finance Director	124,835	127,330
2 Account Clerk I/II's	67,555	68,680
3 Accountant I/II's	208,105	212,270
1 Budget Manager	83,845	85,520
1 Collections Officer	51,010	53,430
9 Customer Service Representatives II's	337,825	388,050
0 Customer Service Supervisor	59,120	0
1 Department Assistant	36,650	39,300
1 Finance Manager	83,845	85,520
1 Payroll Analyst	56,870	60,915
2 Payroll Technicians	96,905	104,385
1 Purchasing Supervisor	63,350	58,610
1 Revenue Manager	83,845	85,520
2 Sr. Account Clerks	94,020	92,210
1 Sr. Accounting Assistant	47,460	48,410
2 Sr. Customer Service Representatives	48,645	94,620
Bilingual Pay	8,450	9,100
Budget Adjustment - MOU Agreement (07-09, 07-10)	13,410	0
	1,565,745	1,613,870
5004-001-022 TEMPORARY PART-TIME	13,000	0
5020-001-022 OVERTIME	4,000	0
EMPLOYEE OVERHEAD:		
5025-001-022 OTHER EMPLOYEE OVERHEAD		
Other Employee Overhead	63,495	65,085
Budget Adjustment - MOU Agreement (07-09, 07-10)	225	0
	63,720	65,085
5026-001-022 PERS		
PERS	447,380	497,090
Budget Adjustment - MOU Agreement (07-09, 07-10)	3,865	0
	451,245	497,090
5027-001-022 MEDICAL	253,880	262,970

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<b>2015-16 REVISED</b>	<b>2016-17 BUDGET</b>
<b>001-022 FINANCE</b>		
5028-001-022 WORKERS' COMPENSATION		
Workers' Compensation	12,555	10,095
Budget Adjustment - MOU Agreement (07-09, 07-10)	605	0
	13,160	10,095
5030-001-022 FLEXIBLE BENEFITS		
Flexible Benefits	54,665	53,720
Budget Adjustment - MOU Agreement (07-09, 07-10)	50	0
	54,715	53,720
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>2,419,465</b>	<b>2,502,830</b>
5101-001-022 OFFICE/OPERATING SUPPLIES		
Alarm Registration Invoices	450	200
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
Purchasing Supplies	1,850	1,850
	24,650	24,400
5126-001-022 MAINTENANCE OF EQUIPMENT		
Advance Call Processing	17,905	15,000
Check Endorser/Encoder	6,220	6,500
Folding Machine	1,500	535
Letter Opener	215	215
Printers	525	525
Typewriters	115	115
	26,480	22,890
5131-001-022 PROFESSIONAL SERVICES/CONTRACTS		
Annual Audit	48,000	50,000
Annual Street Report	3,200	3,200
GASB 68 Statement Fee from PERS	5,000	5,000

(continued on next page)

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-022 FINANCE</b>		
5131-001-022 PROFESSIONAL SERVICES/CONTRACTS (continued)		
Paramedic Billing	205,000	205,000
Preparation of Alarm Registration Bills	890	900
Preparation of Utility Bills	105,000	105,000
SB90 Claims	8,000	8,000
Credit Reporting Agency	0	1,500
Shredding Contract	0	800
	375,090	379,400
5159-001-022 OTHER MAIL		
Alarm Registration	1,400	1,400
Postage-Trust Account	500	750
Postage-Utility Bills	160,000	160,000
	161,900	162,150
5160-001-022 TRAINING AND MEETINGS		
Customer Service Training (Utility Billing)	5,000	5,000
Seminars, Conferences, Workshops	5,000	5,000
	10,000	10,000
5161-001-022 MILEAGE REIMBURSEMENT		
Miscellaneous	400	400
5162-001-022 DUES AND SUBSCRIPTIONS		
CPA License Renewal	270	270
California Association of Public Procurement	260	390
California Revenue Officers Association	100	100
California Society of Municipal Finance Officers	990	880
Credit Reporting Agency	1,500	0
GASB Comprehensive Plan	200	200
GFOA Financial Report Submittal	600	580
Government Finance Officers Association	840	990
Payroll Guides and Subscriptions	1,540	1,540
Periodicals	200	200
Professional Association Dues	200	200
	6,700	5,350

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-022 FINANCE</b>		
5167-001-022 ADVERTISING AND PRINTING		
Budget Printing	500	500
CIP Budget	500	500
Financial Information Publication	600	600
Financial Statements	1,050	1,275
Miscellaneous	550	550
	<u>3,200</u>	<u>3,425</u>
5173-001-022 OTHER TELEPHONE		
Cellular Phone Service	1,500	1,500
5193-001-022 SOFTWARE		
Collections Software License	3,950	3,950
PeopleSoft Software License	152,000	156,460
	<u>155,950</u>	<u>160,410</u>
5194-001-022 MINOR OFFICE EQUIPMENT		
Calculators	450	450
Counterfeit Bill Scanner	200	200
Credit Card Machine	400	400
Fax Machine	150	150
Letter Opener	1,000	1,000
Server/Support Financial Software	0	13,000
	<u>2,200</u>	<u>15,200</u>
<b>TOTAL, M &amp; O</b>	<b>768,070</b>	<b>785,125</b>
5125-001-022 BUILDING MAINTENANCE	84,665	97,840
5165-001-022 DUPLICATING	26,815	29,220
5172-001-022 TELECOMMUNICATIONS	10,720	12,355
5175-001-022 MAIL SERVICES	53,635	49,130
5178-001-022 OFFICE AUTOMATION	49,500	53,125

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-022 FINANCE</b>		
5183-001-022 INSURANCE		
General Liability Insurance	26,275	28,120
Property Insurance	4,450	4,400
	<u>30,725</u>	<u>32,520</u>
 <b>TOTAL, INTERNAL SERVICE CHARGES</b>	 <b>256,060</b>	 <b>274,190</b>
 <b>SUBTOTAL, FINANCE</b>	 <b>3,443,595</b>	 <b>3,562,145</b>
 5902-001-022 ALLOCATED OUT		
Neighborhood Services-CDBG	(43,660)	(44,920)
Landscape Maintenance District	(7,030)	(6,920)
Successor Agency-Redevelopment	(164,650)	(128,785)
Water	(941,585)	(998,145)
Wastewater	(790,165)	(836,020)
Workers' Compensation Insurance	(14,035)	(13,765)
Warehouse	(25,535)	(37,415)
General Liability Insurance	(7,390)	(7,315)
Benefits Administration	(7,265)	(7,210)
Property Insurance	(3,695)	(3,660)
Capital Improvement Projects	(136,320)	(140,400)
	<u>(2,141,330)</u>	<u>(2,224,555)</u>
 <b>TOTAL, FINANCE</b>	 <b>1,302,265</b>	 <b>1,337,590</b>

**CITY OF ESCONDIDO  
FY 2016-17 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>2013-14 Actual</b>	<b>2014-15 Actual</b>	<b>2015-16 Revised</b>	<b>2016-17 Budget</b>
<b>STAFFING:</b>				
Regular Full-Time	6.0	6.0	6.0	6.0
Temporary Part-Time (FTE)	0.8	0.8	0.9	0.9
Department Total	<u>6.8</u>	<u>6.8</u>	<u>6.9</u>	<u>6.9</u>
<b>BUDGET:</b>				
Employee Services	809,294	825,357	844,695	877,675
Maintenance & Operations	195,090	181,362	225,665	228,015
Internal Service Charges	84,555	99,040	111,645	122,325
Allocations (Net)	<u>(528,080)</u>	<u>(547,695)</u>	<u>(569,270)</u>	<u>(623,175)</u>
Total Budget	<u>560,859</u>	<u>558,064</u>	<u>612,735</u>	<u>604,840</u>

**DEPARTMENT PRIORITIES**

- Provide high quality and effective services to all departments and external customers regarding the recruitment and selection of employees
- Negotiate and implement successor Memorandums of Understanding with the City's six bargaining units
- Assist the City Manager's office with strategic planning and the implementation of new laws and cost-saving measures
- Provide assistance, guidance and support to management and employees relative to personnel and other matters matters

**MAJOR BUDGET IMPACTS**

- Increase in salaries and the cost of PERS
- Server replacement
- Increase in internal service charges primarily due to increase in building maintenance and duplicating charges

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-023 HUMAN RESOURCES</b>		
5001-001-023 REGULAR FULL-TIME		
1 Director of Administrative Services	166,650	169,980
1 Assistant Director of Human Resources	128,420	130,985
1 Human Resources Coordinator	60,750	65,065
2 Human Resources Technician I/II's	99,855	104,195
1 Sr. Human Resources Analyst	79,760	81,350
	535,435	551,575
5004-001-023 TEMPORARY PART-TIME		
Temporary Office Assistance	17,675	18,930
5020-001-023 OVERTIME	1,500	1,500
EMPLOYEE OVERHEAD:		
5025-001-023 OTHER EMPLOYEE OVERHEAD	16,640	16,675
5026-001-023 PERS	154,310	169,895
5027-001-023 MEDICAL	85,440	85,180
5028-001-023 WORKERS' COMPENSATION	4,775	4,355
5030-001-023 FLEXIBLE BENEFITS	28,920	29,565
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>844,695</b>	<b>877,675</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
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

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-023 HUMAN RESOURCES</b>		
5126-001-023 MAINTENANCE OF EQUIPMENT		
Maintenance Contract for Printers and Shredder	1,300	1,300
5131-001-023 PROFESSIONAL SERVICES/CONTRACTS		
CPS Test Examinations	6,500	6,500
Critical Public Safety Dispatcher Exam	1,650	1,650
Donnoe & Associates Exams	3,000	3,000
Fingerprinting - DOJ & AAA Livescan	5,665	5,665
Fitness for Duty Exams	1,575	1,575
Industrial Employers Distributors Association	1,500	0
Labor Attorney for Negotiations	20,000	20,000
Palomar Regional Fire Exam	3,200	3,200
Pre-Employment Medical & Psychological Exams	47,000	47,000
Special Projects Contracts	30,000	30,000
Test Construction Service	1,700	1,700
CalPACS	0	1,500
	121,790	121,790
5160-001-023 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	2,500	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
5163-001-023 AUTO ALLOWANCE		
Director of Administrative Services	5,100	5,100
5167-001-023 ADVERTISING & PRINTING		
Miscellaneous	8,000	8,000
5173-001-023 OTHER TELEPHONE		
	3,000	3,000

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-023 HUMAN RESOURCES</b>		
5190-001-023 OTHER EXPENSES		
Bilingual Certification for Applicants	3,500	3,500
CCPA County Training Consortium Refreshments	500	500
Employee Service Breakfast	3,200	3,200
Escondido University Employee Training	20,925	20,925
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
	35,025	35,025
5193-001-023 SOFTWARE		
NeoGov Recruiting Software	10,000	10,000
PeopleSoft Software License (1/2 cost in 723)	28,000	28,000
	38,000	38,000
5194-001-023 MINOR OFFICE EQUIPMENT		
PeopleSoft Hardware Replacement	0	2,350
<b>TOTAL, M &amp; O</b>	<b>225,665</b>	<b>228,015</b>
5125-001-023 BUILDING MAINTENANCE		
5165-001-023 DUPLICATING	62,850	69,620
5172-001-023 TELECOMMUNICATIONS	15,925	20,375
5175-001-023 MAIL SERVICES	4,230	4,875
5178-001-023 OFFICE AUTOMATION	1,045	705
5183-001-023 INSURANCE	15,860	14,415
General Liability Insurance	7,035	7,685

(continued on next page)

**CITY OF ESCONDIDO  
 FY 2016-17 Operating Budget  
 Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-023 HUMAN RESOURCES</b>		
5183-001-023 INSURANCE (continued)		
Property Insurance	<u>4,700</u>	<u>4,650</u>
	11,735	12,335
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>111,645</b>	<b>122,325</b>
<b>SUBTOTAL, HUMAN RESOURCES</b>	<b>1,182,005</b>	<b>1,228,015</b>
5902-001-023 ALLOCATED OUT		
Risk Management	(38,065)	(39,160)
Neighborhood Services-CDBG	(4,795)	(4,940)
Water	(182,175)	(205,835)
Wastewater	(182,175)	(205,835)
Workers' Compensation Insurance	(38,065)	(39,160)
Benefits Administration	<u>(123,995)</u>	<u>(128,245)</u>
	(569,270)	(623,175)
<b>TOTAL, HUMAN RESOURCES</b>	<b>612,735</b>	<b>604,840</b>



**CITY OF ESCONDIDO  
FY 2016-17 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>2013-14 Actual</b>	<b>2014-15 Actual</b>	<b>2015-16 Revised</b>	<b>2016-17 Budget</b>
<b>STAFFING:</b>				
Regular Full-Time	2.0	4.0	4.0	4.0
Regular Part-Time (FTE)	0.8	0.0	0.0	0.0
Temporary Part-Time (FTE)	0.8	0.0	0.0	0.0
Department Total	<u>3.6</u>	<u>4.0</u>	<u>4.0</u>	<u>4.0</u>
<b>BUDGET:</b>				
Employee Services	274,272	361,783	437,335	464,215
Maintenance & Operations	90,219	61,682	121,430	123,755
Internal Service Charges	30,275	35,900	41,600	40,460
Allocations (Net)	<u>(425,840)</u>	<u>(581,180)</u>	<u>(600,365)</u>	<u>(628,430)</u>
Total Budget	<u>(31,074)</u>	<u>(121,815)</u>	<u>0</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**

- Increase in salaries, medical and the cost of PERS
- Server replacement

**CITY OF ESCONDIDO  
 FY 2016-17 Operating Budget  
 Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-024 RISK MANAGEMENT</b>		
5001-001-024 REGULAR FULL-TIME		
1 Risk and Safety Manager	111,105	113,325
1 Department Assistant	37,600	40,265
1 Risk and Safety Coordinator	60,750	61,965
1 Senior Safety Analyst	75,870	77,385
Bilingual Pay	1,300	0
	286,625	292,940
EMPLOYEE OVERHEAD:		
5025-001-024 OTHER EMPLOYEE OVERHEAD	11,415	10,545
5026-001-024 PERS	82,605	90,230
5027-001-024 MEDICAL	31,150	42,590
5028-001-024 WORKERS' COMPENSATION	9,325	11,390
5030-001-024 FLEXIBLE BENEFITS	16,215	16,520
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>437,335</b>	<b>464,215</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
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	3,500	3,500
Service for Instrument Repair	2,000	2,000
	5,500	5,500

**CITY OF ESCONDIDO  
 FY 2016-17 Operating Budget  
 Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-024 RISK MANAGEMENT</b>		
5131-001-024 PROFESSIONAL SERVICES/CONTRACTS		
General Consulting/Industrial Hygienists	14,000	14,000
Risk and Safety Program Development	36,375	36,375
Risk and Safety Training Programs	30,465	30,465
	80,840	80,840
5149-001-024 PREVENTION SERVICES		
Ergonomic Training & Site Evaluation	2,945	2,945
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
	1,500	1,500
5166-001-024 OUTSIDE DUPLICATING		
Misc. Outside Duplicating	250	250
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

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-024 RISK MANAGEMENT</b>		
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
5194-001-024 MINOR OFFICE EQUIPMENT		
Server Replacement	0	2,325
<b>TOTAL, M &amp; O</b>	<b>121,430</b>	<b>123,755</b>
5125-001-024 BUILDING MAINTENANCE	23,100	22,125
5164-001-024 FLEET SERVICES	4,450	3,620
5165-001-024 DUPLICATING	880	2,540
5172-001-024 TELECOMMUNICATIONS	1,300	1,480
5175-001-024 MAIL SERVICES	560	795
5178-001-024 OFFICE AUTOMATION	10,410	9,010
5183-001-024 INSURANCE		
Property Insurance	900	890
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>41,600</b>	<b>40,460</b>
<b>SUBTOTAL, RISK MANAGEMENT</b>	<b>600,365</b>	<b>628,430</b>
5901-001-024 ALLOCATED IN		
Human Resources	38,065	39,160

**CITY OF ESCONDIDO  
 FY 2016-17 Operating Budget  
 Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-024 RISK MANAGEMENT</b>		
5902-001-024 ALLOCATED OUT		
Maintenance-Streets	(25,520)	(26,720)
Maintenance-Parks	(12,765)	(13,360)
Water	(44,665)	(46,760)
Wastewater	(44,665)	(46,760)
Workers' Compensation Insurance	(127,705)	(133,500)
General Liability Insurance	(301,380)	(315,055)
Benefits Administration	(5,110)	(5,335)
Property Insurance	<u>(76,620)</u>	<u>(80,100)</u>
	(638,430)	(667,590)
 <b>TOTAL, RISK MANAGEMENT</b>	 <b>0</b>	 <b>0</b>



**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Department Summary**

**INFORMATION SYSTEMS**

**Description:** The Information Systems Department provides technology and communications services to better coordinate and streamline City operations in order to enhance service delivery to the community. 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>2013-14 Actual</b>	<b>2014-15 Actual</b>	<b>2015-16 Revised</b>	<b>2016-17 Budget</b>
<b>STAFFING:</b>				
Regular Full-Time	13.0	13.0	12.0	12.0
<b>BUDGET:</b>				
Employee Services	1,406,305	1,427,007	1,467,315	1,518,300
Maintenance & Operations	98,666	110,439	137,565	147,565
Internal Service Charges	105,530	121,100	144,070	154,650
Allocations (Net)	<u>(625,643)</u>	<u>(622,073)</u>	<u>(568,805)</u>	<u>(679,805)</u>
Total Budget	984,858	1,036,473	1,180,145	1,140,710

**DEPARTMENT PRIORITIES**

- Administration: Ensure investments in technology continue to support City 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 Central Services
- Administration: Provide management support for Public Safety applications
- 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
- Data Processing: Finish the implementation of new Utility Billing Software
- GIS: Support public safety applications, Cityworks® Asset Management application and citywide map applications

- GIS: Provide data collection, spatial analysis and map products for all City departments
- GIS: Strengthen internal data management and access procedures to ensure all other priorities

**MAJOR BUDGET IMPACTS**

- Administration: Increase in allocations out due to added allocation to Central Services Internal Service Fund for Director and Department Assistant time required to provide services to each department
- Increase in salaries, medical and the cost of PERS
- Increase in maintenance and operations is primarily due to requested GIS imagery software and an increase in training costs for Customer Care and Billing (utility billing software), web development and Oracle training
- Increase in internal service charges primarily due to increase in building maintenance charges

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-031 INFO SYSTEMS/ADMINISTRATION</b>		
5001-001-031 REGULAR FULL-TIME		
1 Director of Information Systems	155,670	158,780
1 Department Assistant	36,650	39,300
1 Public Safety Systems Manager	89,040	90,820
	281,360	288,900
EMPLOYEE OVERHEAD:		
5025-001-031 OTHER EMPLOYEE OVERHEAD	8,405	8,430
5026-001-031 PERS	81,090	88,985
5027-001-031 MEDICAL	27,145	32,830
5028-001-031 WORKERS' COMPENSATION	2,255	1,730
5030-001-031 FLEXIBLE BENEFITS	15,155	15,455
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>415,410</b>	<b>436,330</b>
5101-001-031 OFFICE/OPERATING SUPPLIES		
ID Cards/Badge Printer Ribbons	3,000	3,000
Office Supplies	2,225	2,225
	5,225	5,225
5126-001-031 MAINTENANCE OF EQUIPMENT		
Printers	485	485
Security System Maintenance	3,500	3,500
	3,985	3,985
5131-001-031 PROFESSIONAL SERVICES/CONTRACTS		
Translation Service	9,000	9,000
5160-001-031 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	200	200

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-031 INFO SYSTEMS/ADMINISTRATION</b>		
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 MAINTENANCE	90,815	99,970
5165-001-031 DUPLICATING	4,455	1,300
5172-001-031 TELECOMMUNICATIONS	2,255	2,600
5175-001-031 MAIL SERVICES	270	200
5178-001-031 OFFICE AUTOMATION	5,385	6,585
5183-001-031 INSURANCE		
General Liability Insurance	4,755	5,585
Property Insurance	1,305	1,290
	6,060	6,875
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>109,240</b>	<b>117,530</b>
<b>SUBTOTAL, INFO SYSTEMS/ADMINISTRATION</b>	<b>550,360</b>	<b>579,570</b>
5902-001-031 ALLOCATED OUT		
Water	(21,830)	(22,810)
Wastewater	(18,230)	(19,210)
Duplicating	0	(14,690)
Telecommunications	0	(25,995)
Mail Services	0	(14,690)
	(40,060)	(97,395)
<b>TOTAL, INFO SYSTEMS/ADMINISTRATION</b>	<b>510,300</b>	<b>482,175</b>

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-032 INFO SYSTEMS/DATA PROCESSING</b>		
5001-001-032 REGULAR FULL-TIME		
1 Applications Development Manager	106,535	108,670
1 Programmer Analyst I/II	67,055	68,400
1 Public Safety Systems Analyst	75,870	77,385
2 Systems Analyst I/II's	170,235	177,465
1 Web Design Technician II	49,880	53,430
	469,575	485,350
5020-001-032 OVERTIME		
Miscellaneous Overtime	2,000	2,000
EMPLOYEE OVERHEAD:		
5025-001-032 OTHER EMPLOYEE OVERHEAD	16,060	16,075
5026-001-032 PERS	135,330	149,495
5027-001-032 MEDICAL	75,650	75,420
5028-001-032 WORKERS' COMPENSATION	3,805	2,970
5030-001-032 FLEXIBLE BENEFITS	25,985	26,615
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>728,405</b>	<b>757,925</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
5160-001-032 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	5,000	10,000

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-032 INFO SYSTEMS/DATA PROCESSING</b>		
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>88,355</b>	<b>93,355</b>
5165-001-032 DUPLICATING	125	100
5172-001-032 TELECOMMUNICATIONS	2,540	2,925
5178-001-032 OFFICE AUTOMATION	12,075	10,660
5183-001-032 INSURANCE		
General Liability Insurance	5,790	6,225
Property Insurance	1,305	1,290
	7,095	7,515
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>21,835</b>	<b>21,200</b>
<b>SUBTOTAL, INFO SYSTEMS/DATA PROCESSING</b>	<b>838,595</b>	<b>872,480</b>
5902-001-032 ALLOCATED OUT		
Community Services-Recreation	(6,525)	(4,175)

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**CITY OF ESCONDIDO  
 FY 2016-17 Operating Budget  
 Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-032 INFO SYSTEMS/DATA PROCESSING</b>		
5902-001-032 ALLOCATED OUT (continued)		
Water	(249,125)	(285,995)
Canal	(1,630)	(1,605)
Lakes	(3,630)	(3,780)
Wastewater	<u>(106,770)</u>	<u>(122,570)</u>
	(367,680)	(418,125)
 <b>TOTAL, INFO SYSTEMS/DATA PROCESSING</b>	 <b>470,915</b>	 <b>454,355</b>

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-035 GEOGRAPHIC INFORMATION SYSTEMS</b>		
5001-001-035 REGULAR FULL-TIME		
1 Geographic Information Systems Manager	85,900	87,620
1 GIS Analyst	68,820	71,625
1 GIS Tech I/II	56,415	57,540
Budget Adjustment - MOU Agreement (07-10)	1,130	0
	212,265	216,785
EMPLOYEE OVERHEAD:		
5025-001-035 OTHER EMPLOYEE OVERHEAD		
Other Employee Overhead	7,140	8,060
Budget Adjustment - MOU Agreement (07-10)	20	0
	7,160	8,060
5026-001-035 PERS		
PERS	60,850	66,770
Budget Adjustment - MOU Agreement (07-10)	325	0
	61,175	66,770
5027-001-035 MEDICAL	32,575	22,360
5028-001-035 WORKERS' COMPENSATION		
Workers' Compensation	1,690	1,300
Budget Adjustment - MOU Agreement (07-09, 7-10)	45	0
	1,735	1,300
5030-001-035 FLEXIBLE BENEFITS	8,590	8,770
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>323,500</b>	<b>324,045</b>
5101-001-035 OFFICE/OPERATING SUPPLIES		
General Office Supplies	500	500
Plotter Supplies	1,500	1,500
	2,000	2,000
5126-001-035 MAINTENANCE OF EQUIPMENT		
Plotter Service Contract	500	500

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-035 GEOGRAPHIC INFORMATION SYSTEMS</b>		
5160-001-035 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	4,100	4,100
5161-001-035 MILEAGE REIMBURSEMENT		
Miscellaneous	300	300
5162-001-035 DUES AND SUBSCRIPTIONS	600	600
5193-001-035 SOFTWARE		
GIS Software Maintenance Agreement	16,000	16,000
Imagery	0	5,000
	16,000	21,000
<b>TOTAL, M &amp; O</b>	<b>23,500</b>	<b>28,500</b>
5165-001-035 DUPLICATING	80	180
5172-001-035 TELECOMMUNICATIONS	845	975
5178-001-035 OFFICE AUTOMATION	7,970	10,500
5183-001-035 INSURANCE		
General Liability Insurance	2,795	2,975
Property Insurance	1,305	1,290
	4,100	4,265
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>12,995</b>	<b>15,920</b>
<b>SUBTOTAL, GEOGRAPHIC INFORMATION SYSTEMS</b>	<b>359,995</b>	<b>368,465</b>
5902-001-035 ALLOCATED OUT		
Water	(64,425)	(65,715)

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**CITY OF ESCONDIDO  
 FY 2016-17 Operating Budget  
 Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-035 GEOGRAPHIC INFORMATION SYSTEMS</b>		
5902-001-035 ALLOCATED OUT (continued)		
Wastewater	(64,425)	(65,715)
Capital Improvement Projects	<u>(32,215)</u>	<u>(32,855)</u>
	(161,065)	(164,285)
 <b>TOTAL, GEOGRAPHIC INFORMATION SYSTEMS</b>	 <b>198,930</b>	 <b>204,180</b>



**CITY OF ESCONDIDO  
FY 2016-17 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 relying on current technology.

**BUDGET SUMMARY**

	<b>2013-14 Actual</b>	<b>2014-15 Actual</b>	<b>2015-16 Revised</b>	<b>2016-17 Budget</b>
<b>STAFFING:</b>				
Regular Full-Time	24.0	24.0	24.0	24.0
Regular Part-Time (FTE)	0.8	0.8	0.8	0.8
Temporary Part-Time (FTE)	<u>20.5</u>	<u>20.9</u>	<u>20.7</u>	<u>17.5</u>
Department Total	45.3	45.7	45.5	42.3
<b>BUDGET:</b>				
Employee Services	2,517,728	2,523,384	2,776,435	2,728,640
Maintenance & Operations	319,727	328,768	326,570	316,805
Internal Service Charges	585,430	601,175	613,720	615,080
Allocations (Net)	<u>(5,560)</u>	<u>(4,500)</u>	<u>(5,615)</u>	<u>(23,060)</u>
Total Budget	3,417,325	3,448,827	3,711,110	3,637,465

**DEPARTMENT PRIORITIES**

- Reorganization and realignment of assignments resulting from professional and paraprofessional staff turnover. The focus is on delivery of core services and high-level customer service for the community
- Implement new collection tracking and security system with radio frequency identification and an automated materials handling system to improve processing of materials check-in

**MAJOR BUDGET IMPACTS**

- Decrease in the amount projected for temporary part-time positions
- Increase in medical and the cost of PERS
- Decrease in software costs
- Increase in internal service charges primarily due to increase in building maintenance & telecommunications charges

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-104 LIBRARY</b>		
5001-001-104 REGULAR FULL-TIME		
1 Director of Library and Community Services	130,045	132,645
1 Deputy City Librarian	92,900	94,755
1 Division Coordinator	47,460	48,410
7 Librarian I/II's	413,995	414,440
3 Library Associates	133,025	137,860
1 Library Customer Service Supervisors	57,825	58,980
2 Library Technicians	104,770	106,865
1 Principal Librarian	74,280	75,455
3 Senior Librarians	204,805	199,295
4 Senior Library Associates	209,535	213,730
Bilingual Pay	6,500	6,500
Budget Adjustment - MOU Agreement (07-09, 07-10)	23,370	0
	1,498,510	1,488,935
5003-001-104 REGULAR PART TIME		
1 Library Volunteer Coordinator (0.75)	39,290	40,075
5004-001-104 TEMPORARY PART-TIME		
1 Circulation Assistants	44,840	10,330
1 Department Specialists - Literacy Grant	16,075	16,795
3 Department Specialists - Security (50 hrs/week)	26,755	27,300
0 Department Specialists - Tech Center (28 hours/week)	18,930	0
1 Graphics Technician	27,850	29,260
1 Librarians	21,405	21,410
10 Library Associates	209,240	178,460
5 Library Pages	47,795	50,160
1 Department Specialist - Pioneer Room	0	15,910
Bilingual Pay	600	600
	413,490	350,225
5020-001-104 OVERTIME		
Overtime	1,500	1,500
EMPLOYEE OVERHEAD:		
5025-001-104 OTHER EMPLOYEE OVERHEAD		
Other Employee Overhead	66,020	63,080
Budget Adjustment - MOU Agreement (07-09, 07-10)	400	0
	66,420	63,080

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<b>2015-16 REVISED</b>	<b>2016-17 BUDGET</b>
<b>001-104 LIBRARY</b>		
5026-001-104 PERS		
PERS	454,945	480,145
Budget Adjustment - MOU Agreement (07-09, 07-10)	6,735	0
	461,680	480,145
5027-001-104 MEDICAL	237,390	249,565
5028-001-104 WORKERS' COMPENSATION		
Workers' Compensation	29,405	27,435
Budget Adjustment - MOU Agreement (07-09, 07-10)	1,120	0
	30,525	27,435
5030-001-104 FLEXIBLE BENEFITS		
Flexible Benefits	27,500	27,680
Budget Adjustment - MOU Agreement (07-09, 07-10)	130	0
	27,630	27,680
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>2,776,435</b>	<b>2,728,640</b>
5101-001-104 OFFICE/OPERATING SUPPLIES		
Processing and Computer Supplies, Circulating Materials	29,000	31,000
5126-001-104 MAINTENANCE OF EQUIPMENT		
Automated Phone Renewal	3,465	0
Automated Phone Renewal Server	2,000	0
Calendar/Room Reservation Agreement	3,400	3,400
Catalog Enriched Content	2,600	2,700
Cataloging System	19,150	16,730
Digital Microfilm Reader	1,670	1,670
Filtering/Internet Management	3,500	2,170
Firewall Internal Connections	3,000	0
Library Catalog Software Features	8,100	8,100
Mailing Equipment Service Agreement	2,440	2,440
Main Library Security System	4,200	4,200
Office Machine Maintenance	1,550	1,550
Other Equipment Repairs	4,000	4,000

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**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-104 LIBRARY</b>		
5126-001-104 MAINTENANCE OF EQUIPMENT (continued)		
Pioneer Room Copier Lease	700	700
Public Computer Station Replacement	10,000	10,000
Self Checkout Maintenance Agreement	7,500	3,700
Volunteer Database	500	500
Public Computer Licenses	0	14,500
	77,775	76,360
5131-001-104 PROFESSIONAL SERVICES/CONTRACTS		
Internet Access	27,880	24,005
5159-001-104 OTHER MAIL		
Postage	3,500	3,500
5160-001-104 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	150	150
5162-001-104 DUES AND SUBSCRIPTIONS		
Califa Purchasing Consortium	400	400
California Library Association Institutional Membership	750	750
SCLLN Membership	50	50
Serra Membership	6,070	6,000
	7,270	7,200
5163-001-104 AUTO ALLOWANCE		
Director of Library and Community Services	5,100	5,100
5166-001-104 OUTSIDE DUPLICATING		
Library Brochure, Cards, Stationary	450	2,000
5167-001-104 ADVERTISING AND PRINTING		
Miscellaneous	100	1,200

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-104 LIBRARY</b>		
5170-001-104 UTILITIES		
Literacy Learning Center	2,230	2,500
Gas/Electric	129,630	134,005
Mathes Center (50%)	7,640	10,040
Tech Center	7,000	0
	146,500	146,545
5173-001-104 OTHER TELEPHONE		
Call Processing/Repairs	295	295
Cell Phones	450	450
	745	745
5190-001-104 OTHER EXPENSE		
Volunteer Recognition	2,000	1,000
5193-001-104 SOFTWARE		
Computer Software Maintenance & Subscriptions	26,100	18,000
<b>TOTAL, M &amp; O</b>	<b>326,570</b>	<b>316,805</b>
5125-001-104 BUILDING MAINTENANCE	235,900	240,835
5164-001-104 FLEET SERVICES	14,230	10,710
5165-001-104 DUPLICATING	16,350	18,020
5172-001-104 TELECOMMUNICATIONS	27,410	31,080
5178-001-104 OFFICE AUTOMATION	217,770	209,060
5183-001-104 INSURANCE		
General Liability Insurance	50,890	54,770

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**CITY OF ESCONDIDO  
 FY 2016-17 Operating Budget  
 Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-104 LIBRARY</b>		
5183-001-104 INSURANCE (continued)		
Property Insurance	<u>51,170</u>	<u>50,605</u>
	102,060	105,375
 <b>TOTAL, INTERNAL SERVICE CHARGES</b>	 <b>613,720</b>	 <b>615,080</b>
 <b>SUBTOTAL, LIBRARY</b>	 <b>3,716,725</b>	 <b>3,660,525</b>
5901-001-104 ALLOCATED IN		
Community Services/Recreation-Support	45,140	46,400
5902-001-104 ALLOCATED OUT		
Community Services/Recreation-Administration	(47,570)	(65,385)
Community Services/Recreation-Graphics	<u>(3,185)</u>	<u>(4,075)</u>
	(50,755)	(69,460)
 <b>TOTAL, LIBRARY</b>	 <b>3,711,110</b>	 <b>3,637,465</b>

**CITY OF ESCONDIDO  
FY 2016-17 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>2013-14 Actual</b>	<b>2014-15 Actual</b>	<b>2015-16 Revised</b>	<b>2016-17 Budget</b>
<b>STAFFING:</b>				
Regular Full-Time	3.0	2.0	2.0	2.0
Temporary Part-Time (FTE)	0.4	1.8	1.8	1.8
Department Total	<u>3.4</u>	<u>3.8</u>	<u>3.8</u>	<u>3.8</u>
<b>BUDGET:</b>				
Employee Services	237,996	204,928	219,235	204,980
Maintenance & Operations	69,195	81,762	96,545	92,805
Internal Service Charges	292,705	292,170	296,585	298,975
Allocations (Net)	5,660	28,905	36,590	36,590
Total Budget	<u>605,556</u>	<u>607,765</u>	<u>648,955</u>	<u>633,350</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 well maintained and aesthetically pleasing community center that is available for use/rent by organizations/groups that serve seniors as well as diverse ages
- Increase facility rentals
- Build partnerships that benefit the mature adult community of Escondido and the Escondido Senior Center

**MAJOR BUDGET IMPACTS**

- Decrease in salaries due to reorganization of positions
- Increase in workers' compensation charges

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-105 OLDER ADULT SERVICES</b>		
5001-001-105 REGULAR FULL-TIME		
0 Older Adult Services Manager (to 112-102)	75,860	0
1 Customer Service Rep I/II	43,080	44,950
1 Supervisor III (from 112-102)	0	62,950
Budget Adjustment - MOU Agreement (07-10)	860	0
	119,800	107,900
5004-001-105 TEMPORARY PART-TIME		
3 Department Specialists w/PARS	36,000	35,360
EMPLOYEE OVERHEAD:		
5025-001-105 OTHER EMPLOYEE OVERHEAD		
Other Employee Overhead	5,625	5,270
Budget Adjustment - MOU Agreement (07-10)	15	0
	5,640	5,270
5026-001-105 PERS		
PERS	34,275	33,235
Budget Adjustment - MOU Agreement (07-10)	250	0
	34,525	33,235
5027-001-105 MEDICAL	16,640	10,825
5028-001-105 WORKERS' COMPENSATION		
Workers' Compensation	2,360	10,290
Budget Adjustment - MOU Agreement (07-10)	35	0
	2,395	10,290
5030-001-105 FLEXIBLE BENEFITS	4,235	2,100
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>219,235</b>	<b>204,980</b>
5101-001-105 OFFICE/OPERATING SUPPLIES		
General Office Supplies	1,500	1,500
General Operating Supplies	6,000	6,000
	7,500	7,500

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-105 OLDER ADULT SERVICES</b>		
5126-001-105 MAINTENANCE OF EQUIPMENT		
Equipment Repair	500	700
Printer/FAX Service Contracts	250	250
	750	950
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	4,200	4,200
Cox Cable TV	0	240
	8,100	8,340
5160-001-105 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	1,200	1,200
5162-001-105 DUES AND SUBSCRIPTIONS		
Newspapers	865	865
5170-001-105 UTILITIES		
Gas and Electric/Buildings	70,000	65,820
5173-001-105 OTHER TELEPHONE		
ATEL Repair Expenses	200	200
5525-001-105 LOAN PRINCIPAL EXPENSE		
SDG&E Energy Projects Loan	7,930	7,930
<b>TOTAL, M &amp; O</b>	<b>96,545</b>	<b>92,805</b>
5125-001-105 BUILDING MAINTENANCE	258,100	255,375
5165-001-105 DUPLICATING	8,655	9,530
5172-001-105 TELECOMMUNICATIONS	11,020	12,320

**CITY OF ESCONDIDO  
 FY 2016-17 Operating Budget  
 Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-105 OLDER ADULT SERVICES</b>		
5175-001-105 MAIL SERVICES	670	655
5178-001-105 OFFICE AUTOMATION	6,710	9,245
5183-001-105 INSURANCE		
General Liability Insurance	4,705	5,200
Property Insurance	6,725	6,650
	11,430	11,850
 <b>TOTAL, INTERNAL SERVICE CHARGES</b>	 <b>296,585</b>	 <b>298,975</b>
 <b>SUBTOTAL, OLDER ADULT SERVICES</b>	 <b>612,365</b>	 <b>596,760</b>
 5901-001-105 ALLOCATED IN		
Community Services/Recreation	36,590	36,590
 <b>TOTAL, OLDER ADULT SERVICES</b>	 <b>648,955</b>	 <b>633,350</b>

**CITY OF ESCONDIDO  
FY 2016-17 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 incidents of isolation and loneliness.

**BUDGET SUMMARY**

	<b>2013-14 Actual</b>	<b>2014-15 Actual</b>	<b>2015-16 Revised</b>	<b>2016-17 Budget</b>
<b>STAFFING:</b>				
Regular Full-Time	0.0	1.0	1.0	1.0
Temporary Part-Time (FTE)	1.7	0.6	0.6	0.6
Department Total	<u>1.7</u>	<u>1.6</u>	<u>1.6</u>	<u>1.6</u>
<b>BUDGET:</b>				
Employee Services	21,778	97,180	102,870	104,515
Maintenance & Operations	220,710	210,156	265,240	290,375
Capital	0	4,397	0	0
Internal Service Charges	6,490	6,490	7,660	7,780
Allocations (Net)	635	(34,027)	(25,000)	(50,055)
Total Budget	<u>249,613</u>	<u>284,196</u>	<u>350,770</u>	<u>352,615</u>

**DEPARTMENT PRIORITIES**

- Provide a nutrition program at the 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**

- Increase in the projection for meal & delivery contract

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-107 SENIOR NUTRITION CENTER</b>		
5001-001-107 REGULAR FULL-TIME		
1 Program Coordinator	62,270	63,515
Budget Adjustment - MOU Agreement (07-10)	<u>1,245</u>	<u>0</u>
	63,515	63,515
5004-001-107 TEMPORARY PART-TIME		
Senior Service Aides	11,290	11,770
EMPLOYEE OVERHEAD:		
5025-001-107 OTHER EMPLOYEE OVERHEAD		
Other Employee Overhead	3,315	3,275
Budget Adjustment - MOU Agreement (07-10)	<u>20</u>	<u>0</u>
	3,335	3,275
5026-001-107 PERS		
PERS	17,945	19,565
Budget Adjustment - MOU Agreement (07-10)	<u>360</u>	<u>0</u>
	18,305	19,565
5027-001-107 MEDICAL	5,430	5,410
5028-001-107 WORKERS' COMPENSATION		
Workers' Compensation	945	980
Budget Adjustment - MOU Agreement (07-10)	<u>50</u>	<u>0</u>
	995	980
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>102,870</b>	<b>104,515</b>
5101-001-107 OFFICE/OPERATING SUPPLIES		
General Operating Supplies	7,200	3,200
Sanitizer Chemical Service	650	885
Soft Water Service	<u>1,090</u>	<u>1,090</u>
	8,940	5,175

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-107 SENIOR NUTRITION CENTER</b>		
5126-001-107 MAINTENANCE OF EQUIPMENT		
Appliances/Grease Trap	300	300
Refrigeration/Freezers	3,180	3,400
	3,480	3,700
5131-001-107 PROFESSIONAL SERVICES/CONTRACTS		
Meal & Delivery Contract	102,920	129,050
Transportation Contract	145,000	147,800
	247,920	276,850
5160-001-107 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	1,200	800
5190-001-107 OTHER EXPENSE		
Laundry Service	3,700	3,850
<b>TOTAL, M &amp; O</b>	<b>265,240</b>	<b>290,375</b>
5172-001-107 TELECOMMUNICATIONS	3,480	3,080
5178-001-107 OFFICE AUTOMATION	1,340	1,335
5183-001-107 INSURANCE		
General Liability Insurance	2,020	2,555
Property Insurance	820	810
	2,840	3,365
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>7,660</b>	<b>7,780</b>
<b>SUBTOTAL, SENIOR NUTRITION CENTER</b>	<b>375,770</b>	<b>402,670</b>
5901-001-107 ALLOCATED IN		
Community Services/Recreation	0	19,445

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-107 SENIOR NUTRITION CENTER</b>		
5902-001-107 ALLOCATED OUT		
CDBG Capital Projects	(25,000)	(69,500)
<b>TOTAL, SENIOR NUTRITION CENTER</b>	<b>350,770</b>	<b>352,615</b>

**CITY OF ESCONDIDO  
FY 2016-17 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>2013-14 Actual</b>	<b>2014-15 Actual</b>	<b>2015-16 Revised</b>	<b>2016-17 Budget</b>
<b>STAFFING:</b>				
Regular Full-Time	13.0	14.0	14.0	15.0
Regular Part-Time (FTE)	0.5	0.5	0.5	0.5
Temporary Part-Time (FTE)	0.9	0.2	0.2	0.1
Department Total	<u>14.4</u>	<u>14.7</u>	<u>14.7</u>	<u>15.6</u>
<b>BUDGET:</b>				
Employee Services	1,330,921	1,522,802	1,587,190	1,750,375
Maintenance & Operations	47,681	55,327	74,290	76,805
Capital	2,004	0	0	0
Internal Service Charges	173,495	160,470	181,275	187,500
Allocations (Net)	<u>(206,979)</u>	<u>(258,698)</u>	<u>(285,540)</u>	<u>(291,600)</u>
Total Budget	<u>1,347,122</u>	<u>1,479,901</u>	<u>1,557,215</u>	<u>1,723,080</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
- Provide assistance to other departments for preparation of various Master Plans and Economic Development programs

**MAJOR BUDGET IMPACTS**

- Transfer of Associate Planner position in from the CIP budget
- Increase in salaries, medical, workers' compensation charges and PERS costs
- Server replacement
- Increase in internal service charges primarily due to increase in building maintenance and mail services charges

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-200 PLANNING</b>		
5001-001-200 REGULAR FULL-TIME		
1 Director of Community Development	141,285	130,020
1 Administrative Coordinator	51,930	55,615
1 Assistant Director of Planning	106,935	108,285
2 Assistant Planner I/II's	134,110	136,800
2 Associate Planner (1 from CIP)	73,225	145,520
3 Department Assistants	118,115	125,225
0 Deputy Director of Planning	101,105	0
2 Development Technician I/II's	104,270	108,725
1 Sr. Graphics/GIS Technician	58,725	62,895
2 Principal Planner	91,915	187,500
Bilingual Pay	5,850	6,825
Budget Adjustment - MOU Agreement (07-09, 07-10)	7,915	0
	995,380	1,067,410
5003-001-200 REGULAR PART-TIME		
1 GIS/Graphics Technician I (.50)	25,375	23,955
5004-001-200 TEMPORARY PART-TIME		
	3,000	1,600
5020-001-200 OVERTIME		
	3,000	2,000
EMPLOYEE OVERHEAD:		
5025-001-200 OTHER EMPLOYEE OVERHEAD		
Other Employee Overhead	37,010	36,440
Budget Adjustment - MOU Agreement (07-09, 07-10)	135	0
	37,145	36,440
5026-001-200 PERS		
PERS	291,615	336,145
Budget Adjustment - MOU Agreement (07-09, 07-10)	2,280	0
	293,895	336,145
5027-001-200 MEDICAL		
	156,415	178,540
5028-001-200 WORKERS' COMPENSATION		
Workers' Compensation	35,940	65,530
Budget Adjustment - MOU Agreement (07-09, 07-10)	355	0
	36,295	65,530

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-200 PLANNING</b>		
5030-001-200 FLEXIBLE BENEFITS		
Flexible Benefits	36,655	38,755
Budget Adjustment - MOU Agreement (07-09, 07-10)	30	0
	36,685	38,755
 <b>TOTAL, EMPLOYEE SERVICES</b>	 <b>1,587,190</b>	 <b>1,750,375</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	2,450
	8,000	8,800
 5126-001-200 MAINTENANCE OF EQUIPMENT		
Maintenance/Repair for Computers, Printers, FAX, Monitors, TV, VCR and Color Printer	1,900	1,900
Other Small Equipment Maintenance	1,000	1,000
Typewriter Maintenance	500	500
Upgrade Graphics Computers	1,600	1,000
	5,000	4,400
 5131-001-200 PROFESSIONAL SERVICES/CONTRACTS		
California Department of Fish & Game Filing Fee	5,590	5,590
Contract Consultant Services (Priority Projects)	1,000	1,000
County Assessor Fees	1,000	1,000
Planning Commissioner Stipend	16,800	16,800
Temporary Clerical Help	5,000	5,660
	29,390	30,050
 5160-001-200 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	2,000	2,000
 5161-001-200 MILEAGE REIMBURSEMENT		
Miscellaneous	500	500

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-200 PLANNING</b>		
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
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	5,915
Graphics Software Upgrades	2,000	2,000
	9,800	7,915
5194-001-200 MINOR OFFICE EQUIPMENT		
Trakit Replacement Hardware	0	2,000
Office Chairs/Workstation Improvements	0	1,540
	0	3,540
<b>TOTAL, M &amp; O</b>	<b>74,290</b>	<b>76,805</b>
5125-001-200 BUILDING MAINTENANCE	76,275	79,865
5164-001-200 FLEET SERVICES	3,115	3,515
5165-001-200 DUPLICATING	23,040	20,025
5172-001-200 TELECOMMUNICATIONS	7,055	8,130
5175-001-200 MAIL SERVICES	15,605	18,740

**CITY OF ESCONDIDO  
 FY 2016-17 Operating Budget  
 Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-200 PLANNING</b>		
5178-001-200 OFFICE AUTOMATION	29,365	29,150
5183-001-200 INSURANCE		
General Liability Insurance	16,780	18,150
Property Insurance	10,040	9,925
	<u>26,820</u>	<u>28,075</u>
 <b>TOTAL, INTERNAL SERVICE CHARGES</b>	 <b>181,275</b>	 <b>187,500</b>
 <b>SUBTOTAL, PLANNING</b>	 <b>1,842,755</b>	 <b>2,014,680</b>
 5902-001-200 ALLOCATED OUT		
Water	(91,600)	(100,735)
Wastewater	(91,600)	(100,735)
Capital Improvement Projects-Public Works	(18,320)	(20,145)
Home	(14,805)	0
Successor Agency-Housing	(55,920)	(59,075)
Public Art	(13,295)	(10,910)
	<u>(285,540)</u>	<u>(291,600)</u>
 <b>TOTAL, PLANNING</b>	 <b>1,557,215</b>	 <b>1,723,080</b>



**CITY OF ESCONDIDO  
FY 2016-17 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**

	2013-14 Actual	2014-15 Actual	2015-16 Revised	2016-17 Budget
<b>STAFFING:</b>				
Regular Full-Time	8.0	10.0	11.0	11.0
Temporary Part-Time (FTE)	9.9	7.9	4.9	5.7
Department Total	<u>17.9</u>	<u>17.9</u>	<u>15.9</u>	<u>16.7</u>
<b>BUDGET:</b>				
Employee Services	819,894	920,840	1,151,370	1,179,810
Maintenance & Operations	52,122	48,352	63,665	59,570
Internal Service Charges	190,920	214,610	238,975	239,230
Allocations (Net)	<u>(142,610)</u>	<u>(174,660)</u>	<u>(217,080)</u>	<u>(221,860)</u>
Total Budget	<u>920,326</u>	<u>1,009,142</u>	<u>1,236,930</u>	<u>1,256,750</u>

**DEPARTMENT PRIORITIES**

- Enforce codes and standards for maintenance and regulation of property, buildings, structures and uses
- 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
- Assists the Police Department as part of the Neighborhood Transformation Program

**MAJOR BUDGET IMPACTS**

- Increase in temporary part-time, workers' compensation charges and the cost of PERS
- Decrease in software costs

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-250 CODE ENFORCEMENT</b>		
5001-001-250 REGULAR FULL-TIME		
1 Code Enforcement Manager	84,660	86,355
1 Code Enforcement Assistant I/II	36,690	33,305
1 Code Enforcement Associate	70,450	71,860
4 Code Enforcement Officer II's	226,415	225,270
2 Customer Service Representative I/II's	83,465	87,195
2 Sr. Code Enforcement Officers	140,250	147,010
Bilingual Pay	3,250	3,250
Budget Adjustment - MOU Agreement (07-09, 07-10)	11,145	0
	656,325	654,245
5004-001-250 TEMPORARY PART-TIME		
Temporary Officers	82,000	97,675
Temporary Staff	16,200	16,200
	98,200	113,875
5020-001-250 OVERTIME	2,000	2,000
EMPLOYEE OVERHEAD:		
5025-001-250 OTHER EMPLOYEE OVERHEAD		
Other Employee Overhead	27,450	29,300
Budget Adjustment - MOU Agreement (07-09, 07-10)	190	0
	27,640	29,300
5026-001-250 PERS		
PERS	185,945	201,515
Budget Adjustment - MOU Agreement (07-09, 07-10)	3,210	0
	189,155	201,515
5027-001-250 MEDICAL	105,630	86,995
5028-001-250 WORKERS' COMPENSATION		
Workers' Compensation	60,445	80,240
Budget Adjustment - MOU Agreement (07-09, 07-10)	570	0
	61,015	80,240

**CITY OF ESCONDIDO  
 FY 2016-17 Operating Budget  
 Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-250 CODE ENFORCEMENT</b>		
5030-001-250 FLEXIBLE BENEFITS		
Flexible Benefits	11,320	11,555
Budget Adjustment - MOU Agreement (07-09, 07-10)	<u>85</u>	<u>85</u>
	11,405	11,640
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>1,151,370</b>	<b>1,179,810</b>
5101-001-250 OFFICE/OPERATING SUPPLIES		
Office Supplies	11,000	11,000
Uniforms	<u>1,200</u>	<u>1,200</u>
	12,200	12,200
5126-001-250 MAINTENANCE OF EQUIPMENT		
Computer/ Monitor Repair Maintenance	2,000	2,000
Laser Printer & Color Printer Maintenance	<u>1,000</u>	<u>1,000</u>
	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	<u>500</u>	<u>500</u>
	10,115	10,115
5160-001-250 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	2,500	5,665
5162-001-250 DUES AND SUBSCRIPTIONS		
Professional Organization Dues	1,500	1,500
Trade Publications	<u>350</u>	<u>350</u>
	1,850	1,850

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-250 CODE ENFORCEMENT</b>		
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	22,000	12,740
5194-001-250 MINOR OFFICE EQUIPMENT		
Trakit Replacement Hardware	0	2,000
<b>TOTAL, M &amp; O</b>	<b>63,665</b>	<b>59,570</b>
5125-001-250 BUILDING MAINTENANCE	45,400	46,355
5164-001-250 FLEET SERVICES	49,800	50,285
5165-001-250 DUPLICATING	10,005	8,625
5172-001-250 TELECOMMUNICATIONS	5,645	6,500
5174-001-250 RADIO COMMUNICATIONS	4,365	6,140
5175-001-250 MAIL SERVICES	42,995	42,585
5178-001-250 OFFICE AUTOMATION	41,895	40,265
5183-001-250 INSURANCE		
General Liability Insurance	36,060	35,700

(continued on next page)

**CITY OF ESCONDIDO  
 FY 2016-17 Operating Budget  
 Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-250 CODE ENFORCEMENT</b>		
5183-001-250 INSURANCE (continued)		
Property Insurance	2,810	2,775
	<u>38,870</u>	<u>38,475</u>
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>238,975</b>	<b>239,230</b>
<b>SUBTOTAL, CODE ENFORCEMENT</b>	<b>1,454,010</b>	<b>1,478,610</b>
5902-001-250 ALLOCATED OUT		
Water	(78,510)	(79,970)
Wastewater	(138,570)	(79,970)
Environmental Programs	0	(61,920)
	<u>(217,080)</u>	<u>(221,860)</u>
<b>TOTAL, CODE ENFORCEMENT</b>	<b>1,236,930</b>	<b>1,256,750</b>



**CITY OF ESCONDIDO  
FY 2016-17 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>2013-14 Actual</b>	<b>2014-15 Actual</b>	<b>2015-16 Revised</b>	<b>2016-17 Budget</b>
<b>STAFFING:</b>				
Regular Full-Time	7.0	7.0	7.0	8.0
Temporary Part-Time (FTE)	0.0	0.0	1.8	0.0
Department Total	<u>7.0</u>	<u>7.0</u>	<u>8.8</u>	<u>8.0</u>
<b>BUDGET:</b>				
Employee Services	722,910	773,603	840,400	946,140
Maintenance & Operations	75,975	90,818	95,550	145,665
Internal Service Charges	90,910	103,060	117,010	121,225
Allocations (Net)	<u>(177,530)</u>	<u>(184,670)</u>	<u>(190,600)</u>	<u>(228,660)</u>
Total Budget	712,265	782,811	862,360	984,370

**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**

- Added one Building Inspector position
- Increase in salaries, medical, workers' compensation charges and PERS costs
- Increase in plan check fees, which are offset by an increase in revenue

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-300 BUILDING</b>		
5001-001-300 REGULAR FULL-TIME		
1 Building Official	98,005	99,965
3 Building Inspector II's	130,435	200,665
1 Deputy Building Official	89,925	91,725
2 Development Technician II's	96,530	108,690
1 Sr. Building Inspector	75,870	77,385
Bilingual Pay	1,300	1,950
Certification Pay	7,500	7,500
Budget Adjustment - MOU Agreement (07-09, 07-10)	6,055	0
	505,620	587,880
5004-001-300 TEMPORARY PART-TIME	36,770	0
5020-001-300 OVERTIME	5,000	5,000
EMPLOYEE OVERHEAD:		
5025-001-300 OTHER EMPLOYEE OVERHEAD		
Other Employee Overhead	17,445	19,100
Budget Adjustment - MOU Agreement (07-09, 07-10)	100	0
	17,545	19,100
5026-001-300 PERS		
PERS	143,975	181,075
Budget Adjustment - MOU Agreement (07-09, 07-10)	1,745	0
	145,720	181,075
5027-001-300 MEDICAL	91,270	101,810
5028-001-300 WORKERS' COMPENSATION		
Workers' Compensation	25,885	38,820
Budget Adjustment - MOU Agreement (07-09, 07-10)	285	0
	26,170	38,820
5030-001-300 FLEXIBLE BENEFITS		
Flexible Benefits	12,275	12,455
Budget Adjustment - MOU Agreement (07-09, 07-10)	30	0
	12,305	12,455
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>840,400</b>	<b>946,140</b>

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-300 BUILDING</b>		
5101-001-300 OFFICE/OPERATING SUPPLIES		
Building Code Books and Reference Materials	3,000	3,000
Disaster Damage Assessment Supplies	500	500
General Office Supplies	4,000	4,000
International Building Safety Week	300	300
	7,800	7,800
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	65,000	115,000
	66,200	116,200
5160-001-300 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	2,700	2,700
5162-001-300 DUES AND SUBSCRIPTIONS		
ICC Certificates/Renewals	500	500
ICC 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

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-300 BUILDING</b>		
5193-001-300 SOFTWARE		
Permit Tracking Software Maintenance (CRW)	7,800	5,915
5194-001-300 MINOR OFFICE EQUIPMENT		
Trakit Replacement Hardware	0	2,000
<b>TOTAL, M &amp; O</b>	<b>95,550</b>	<b>145,665</b>
5125-001-300 BUILDING MAINTENANCE	47,340	48,460
5164-001-300 FLEET SERVICES	22,175	22,735
5165-001-300 DUPLICATING	5,735	7,655
5172-001-300 TELECOMMUNICATIONS	4,230	4,875
5175-001-300 MAIL SERVICES	1,615	1,910
5178-001-300 OFFICE AUTOMATION	16,105	15,985
5183-001-300 INSURANCE		
General Liability Insurance	17,035	16,860
Property Insurance	2,775	2,745
	<u>19,810</u>	<u>19,605</u>
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>117,010</b>	<b>121,225</b>
<b>SUBTOTAL, BUILDING</b>	<b>1,052,960</b>	<b>1,213,030</b>
5902-001-300 ALLOCATED OUT		
Water	(95,300)	(114,330)
Wastewater	(95,300)	(114,330)
	<u>(190,600)</u>	<u>(228,660)</u>
<b>TOTAL, BUILDING</b>	<b>862,360</b>	<b>984,370</b>

**CITY OF ESCONDIDO**  
**FY 2016-17 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>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
	<b>Actual</b>	<b>Actual</b>	<b>Revised</b>	<b>Budget</b>
<b>STAFFING:</b>				
Regular Full-Time	24.0	23.0	24.0	24.0
Temporary Part-Time (FTE)	7.7	7.3	3.0	3.0
Department Total	<u>31.7</u>	<u>30.3</u>	<u>27.0</u>	<u>27.0</u>
<b>BUDGET:</b>				
Employee Services	2,720,402	2,775,254	3,001,450	3,169,465
Maintenance & Operations	221,159	159,419	175,450	178,780
Capital	13,742	350	0	0
Internal Service Charges	418,490	454,840	514,075	511,815
Allocations (Net)	<u>(1,533,016)</u>	<u>(1,404,763)</u>	<u>(1,434,515)</u>	<u>(1,623,730)</u>
Total Budget	<u>1,840,777</u>	<u>1,985,100</u>	<u>2,256,460</u>	<u>2,236,330</u>

**DEPARTMENT PRIORITIES**

- Provide friendly and efficient service to the more than 3,000 public counter customers and timely review of all submitted development permit applications
- Provide efficient and effective construction inspection and support to more than 20 major development projects and 6 major capital improvement projects in construction
- Complete design of 5 major capital improvement projects
- Implement pavement management plan by resurfacing 5% of the City's streets

**MAJOR BUDGET IMPACTS**

- Reorganization of positions
- Increase in salaries, workers' compensation and PERS costs
- Server replacement
- Increase in allocations out to capital improvement projects

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-402 ENGINEERING</b>		
5001-001-402 REGULAR FULL-TIME		
1 Director of Public Works/Engineering	161,370	164,600
1 Assistant Director of Public Works/Engineering	125,735	128,250
1 Administrative Assistants	40,925	38,390
1 Administrative Coordinator	59,235	57,540
1 Assistant City Engineer	106,595	108,725
3 Associate Engineers	276,550	285,160
1 Department Assistant	40,925	37,860
1 Design & Construction Projects Manager	82,235	83,880
1 Development Technician I/II	48,035	58,980
4 Engineer I/II's	275,340	305,450
1 Engineer Tech I/II	63,825	65,100
4 Field Engineering Inspector I/II's	331,350	247,695
1 Field Engineering Supervisor	70,490	75,045
1 Management Analyst	60,000	61,200
2 Principal Engineer	100,420	204,875
Bilingual Pay	1,300	1,300
Budget Adjustment - MOU Agreement (07-09, 07-10)	20,485	0
	1,864,815	1,924,050
5004-001-402 TEMPORARY PART-TIME		
Department Specialists (CIP Projects)	59,635	59,635
5020-001-402 OVERTIME		
	50,000	50,000
EMPLOYEE OVERHEAD:		
5025-001-402 OTHER EMPLOYEE OVERHEAD		
Other Employee Overhead	61,650	64,815
Budget Adjustment - MOU Agreement (07-09, 07-10)	350	0
	62,000	64,815
5026-001-402 PERS		
PERS	531,535	592,625
Budget Adjustment - MOU Agreement (07-09, 07-10)	5,905	0
	537,440	592,625
5027-001-402 MEDICAL		
	242,205	231,860

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-402 ENGINEERING</b>		
5028-001-402 WORKERS' COMPENSATION		
Workers' Compensation	134,720	190,940
Budget Adjustment - MOU Agreement (07-09, 07-10)	<u>975</u>	<u>0</u>
	135,695	190,940
5030-001-402 FLEXIBLE BENEFITS		
Flexible Benefits	49,550	55,540
Budget Adjustment - MOU Agreement (07-09, 07-10)	<u>110</u>	<u>0</u>
	49,660	55,540
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>3,001,450</b>	<b>3,169,465</b>
5101-001-402 OFFICE/OPERATING SUPPLIES		
Bond Paper/Mylar Rolls (Design)	1,000	1,000
Printer Toner	1,000	1,000
Drafting Supplies	500	500
Field Engineering Uniforms	2,500	2,500
General Office Supplies	4,200	4,200
Imaging Fees (Office)	1,500	1,500
LMD Supplies	500	500
Personal Computer Supplies	1,000	1,000
Plotter Supplies (Paper/Pens)	1,500	1,500
Printer Paper	1,250	1,250
Safety Items	500	500
Sepia Prints - Subdivisions	500	0
Small Tools/Field Office	1,000	1,000
Survey Crew Supplies	1,000	1,000
Transportation & Community Safety Commission	500	500
Mylars and Mylar Storage	<u>0</u>	<u>500</u>
	18,450	18,450
5126-001-402 MAINTENANCE OF EQUIPMENT		
Office Equipment	2,500	2,500
PC Repairs	800	800
Printer/Plotter Service Contract	1,350	1,350
Survey Equipment Maintenance	<u>850</u>	<u>850</u>
	5,500	5,500

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-402 ENGINEERING</b>		
5131-001-402 PROFESSIONAL SERVICES/CONTRACTS		
Engineering Services	73,500	73,500
Laboratory Soil Testing	3,000	3,000
RAMS Annual Maintenance to SANDAG	11,000	11,000
SANDAG Traffic Model	1,500	1,500
Temporary Help - Employment Service	1,000	1,000
Traffic Counts	3,000	3,000
	93,000	93,000
5160-001-402 TRAINING AND MEETINGS		
Notary Training	550	550
Seminars, Conferences, Workshops	3,750	3,750
	4,300	4,300
5161-001-402 MILEAGE REIMBURSEMENT		
Miscellaneous	1,000	1,000
5162-001-402 DUES AND SUBSCRIPTIONS		
American Public Works Association	400	400
Professional Organization Dues	600	600
Technical Publications	800	800
	1,800	1,800
5163-001-402 AUTO ALLOWANCE		
Assistant Director of Public Works/Engineering	5,100	5,100
Director of Public Works/Engineering	5,100	5,100
	10,200	10,200
5166-001-402 OTHER DUPLICATING		
CIP Plans	1,000	1,000
Outside Copying	500	500
	1,500	1,500
5173-001-402 OTHER TELEPHONE		
Mobile Telephone Expenses	25,000	25,000

**CITY OF ESCONDIDO  
 FY 2016-17 Operating Budget  
 Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-402 ENGINEERING</b>		
5190-001-402 OTHER EXPENSES		
Professional Engineering Registration Fee	800	800
5193-001-402 SOFTWARE		
Autocad Licenses	2,900	2,600
Misc. Software	500	500
Trakit Annual Maintenance Fee	7,500	5,915
E-Civis Grant Finding & Management Software	0	3,215
	10,900	12,230
5194-001-402 MINOR OFFICE EQUIPMENT		
Ergonomic Studies/Supplies	1,500	1,500
Laptop Replacement	1,500	1,500
Trakit Hardware Replacement	0	2,000
	3,000	5,000
<b>TOTAL, M &amp; O</b>	<b>175,450</b>	<b>178,780</b>
5125-001-402 BUILDING MAINTENANCE	234,790	233,030
5164-001-402 FLEET SERVICES	76,410	67,440
5165-001-402 DUPLICATING	10,265	17,480
5172-001-402 TELECOMMUNICATIONS	62,535	70,205
5174-001-402 RADIO COMMUNICATIONS	1,310	1,315
5175-001-402 MAIL SERVICES	2,840	1,520
5178-001-402 OFFICE AUTOMATION	52,015	48,655
5183-001-402 INSURANCE		
General Liability Insurance	54,730	53,205

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**CITY OF ESCONDIDO  
 FY 2016-17 Operating Budget  
 Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-402 ENGINEERING</b>		
5183-001-402 INSURANCE (continued)		
Property Insurance	<u>19,180</u>	<u>18,965</u>
	73,910	72,170
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>514,075</b>	<b>511,815</b>
<b>SUBTOTAL, ENGINEERING</b>	<b>3,690,975</b>	<b>3,860,060</b>
5901-001-402 ALLOCATED IN		
Successor Agency-Housing	22,445	24,300
5902-001-402 ALLOCATED OUT		
Landscape Maintenance District	(91,645)	(92,265)
Water	(123,130)	(137,700)
Wastewater	(111,345)	(119,330)
Environmental Programs Division	(223,620)	(246,450)
Building Maintenance	(11,540)	(21,815)
Fleet Services	(11,540)	(13,600)
Capital Improvement Projects	<u>(884,140)</u>	<u>(1,016,870)</u>
	(1,456,960)	(1,648,030)
<b>TOTAL, ENGINEERING</b>	<b>2,256,460</b>	<b>2,236,330</b>

**CITY OF ESCONDIDO  
FY 2016-17 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, maintains all City communications equipment and the corporation yard, and maintains the City's parks, open spaces, high school athletic fields, and street trees.

**BUDGET SUMMARY**

	<b>2013-14 Actual</b>	<b>2014-15 Actual</b>	<b>2015-16 Revised</b>	<b>2016-17 Budget</b>
<b>STAFFING:</b>				
Regular Full-Time	55.0	54.0	54.0	54.0
Temporary Part-Time (FTE)	17.1	17.0	17.6	17.9
Department Total	<u>72.1</u>	<u>71.0</u>	<u>71.6</u>	<u>71.9</u>
<b>BUDGET:</b>				
Employee Services	4,965,663	5,148,340	5,765,290	5,945,855
Maintenance & Operations	2,800,592	2,943,673	2,936,090	3,328,055
Internal Service Charges	1,258,235	1,363,405	1,452,550	1,904,190
Allocations (Net)	<u>(1,350,775)</u>	<u>(1,393,534)</u>	<u>(1,552,225)</u>	<u>(1,766,535)</u>
Total Budget	<u>7,673,715</u>	<u>8,061,884</u>	<u>8,601,705</u>	<u>9,411,565</u>

**DEPARTMENT PRIORITIES**

- Streets: Provide accurate and efficient customer service to external and internal customers through prioritization of maintenance tasks and efficient and timely repairs
- Streets: Further the implementation of the CityWorks asset management software through the creation of service requests and work orders for concrete repairs and pothole and street patching repairs
- Streets: Maintain the City of Escondido's municipal drainage systems to insure compliance with all applicable regulations and eliminate potential drainage problems during rain events
- Streets: Maintain current level of effort relating to graffiti eradication
- Parks: Improve the quality of sport field turf and infield areas in City parks on softball, baseball and soccer fields by implementing an aeration and fertilization program
- Parks: Provide daily maintenance of restrooms in all City parks to provide a sanitary and graffiti free environment
- Parks: Maintain all trees, landscaping, playgrounds and restrooms in City parks

**MAJOR BUDGET IMPACTS**

- Streets: Reorganization of positions
- Streets: Added allocation out to CIP for fleet charges
- Increase in operating supplies, primarily street light bulbs, and utilities for electrical power costs
- Increase in salaries, workers' compensation and PERS costs
- Increase in internal service charges primarily due to increase in Fleet, general liability insurance and building maintenance charges

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-403 MAINTENANCE/STREETS</b>		
5001-001-403 REGULAR FULL-TIME		
1 Deputy Director of Public Works/Operations	118,595	120,970
2 Department Assistants	81,845	79,260
4 Electricians/Streets	261,735	274,070
10 Lead Maintenance Technicians	609,065	581,100
1 Maintenance and Operations Coordinator	52,385	47,380
2 Maintenance Supervisors	204,805	158,310
12 Maintenance Tech I/II's	550,665	610,440
4 Sr. Maintenance Technicians	230,675	242,280
1 Public Works Superintendent	0	85,140
Bilingual Pay	11,700	9,100
Crew Leader Pay	4,000	4,000
Budget Adjustment - MOU Agreement (07-02, 07-09)	49,095	0
	2,174,565	2,212,050
5004-001-403 TEMPORARY PART-TIME		
2 Department Specialists (with PERS)	40,500	40,500
Temporary Part-Time (with PARS)	235,670	240,385
	276,170	280,885
5020-001-403 OVERTIME		
July 4th Fireworks	3,000	3,000
Overtime	182,000	182,000
Standby Pay	37,700	37,700
	222,700	222,700
EMPLOYEE OVERHEAD:		
5025-001-403 OTHER EMPLOYEE OVERHEAD		
Other Employee Overhead	89,650	90,305
Budget Adjustment - MOU Agreement (07-02, 07-09)	835	0
	90,485	90,305
5026-001-403 PERS		
PERS	624,230	693,805
Budget Adjustment - MOU Agreement (07-02, 07-09)	14,150	0
	638,380	693,805

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-403 MAINTENANCE/STREETS</b>		
5027-001-403 MEDICAL	406,585	389,300
5028-001-403 WORKERS' COMPENSATION		
Workers' Compensation	176,870	203,995
Budget Adjustment - MOU Agreement (07-02, 07-09)	3,460	0
	180,330	203,995
5030-001-403 FLEXIBLE BENEFITS		
Flexible Benefits	21,530	24,160
Budget Adjustment - MOU Agreement (07-02, 07-09)	160	0
	21,690	24,160
 <b>TOTAL, EMPLOYEE SERVICES</b>	 <b>4,010,905</b>	 <b>4,117,200</b>
 5101-001-403 OFFICE/OPERATING SUPPLIES		
Building Maintenance	6,500	6,500
Bus Stop Maintenance Supplies	5,000	12,765
City Appearance/Re-vegetation	15,000	15,000
City Owned Property Maintenance	10,000	10,000
Concrete - Curb, Gutter, Sidewalk & Misc. Concrete Repairs	65,000	65,000
Drainage Supplies - Construction Repair/Replacement	30,000	30,000
Drainage Supplies - Gap Vax Supplies	5,000	7,500
Electrical Supplies - Street Lighting/Electrical Repairs/Bulbs	75,000	102,400
General Office Supplies	5,000	5,000
Graffiti Eradication Supplies	50,000	48,840
Hot/Cold Mix Asphalt	65,000	65,000
Light Bulb Replacement	10,000	0
Property Damage Contingency	16,000	16,000
Safety Supplies - Personal Protection Equipment	30,000	30,000
Small/Hand Tool Repair/Replacement	7,500	7,500
Street Cleaning Supplies	4,000	4,000
Street Maintenance Supplies	20,000	20,000
Street Marking/Painting Supplies	30,000	30,000
Street Right-of-Way Maintenance	40,000	40,000
Street Signage - Installation/Replacement	50,000	40,000
Traffic Safety Supplies - Traffic Control Equip Replacement	20,000	20,000
Traffic Signal Maintenance	20,000	25,120
Unanticipated Projects - Equipment Repair	10,000	10,000
	589,000	610,625

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-403 MAINTENANCE/STREETS</b>		
5126-001-403 MAINTENANCE OF EQUIPMENT		
Office Equipment	2,000	2,000
5131-001-403 PROFESSIONAL SERVICES/CONTRACTS		
2nd and Quince Landscape Maintenance	3,485	3,485
9th Avenue Median Maintenance	3,400	3,400
Auto Parkway Median Maintenance	3,400	3,400
Auto Parkway ROW Maintenance (By Del Dios School)	6,800	6,800
Bear Valley Parkway Maintenance	13,600	13,600
Caltrans/Signal Maintenance	25,075	25,075
Centre City Parkway Maintenance	125,800	125,800
Chestnut & Juniper Lot Maintenance	765	765
Citracado Parkway Maintenance	7,990	7,990
Concrete Repairs	10,000	10,000
Downtown Sidewalk Cleaning	5,100	5,100
East Valley Pkwy/Bear Valley Pkwy Median Maintenance	30,175	30,175
East Valley Pkwy/Las Brisas (West) Maintenance	1,190	1,190
East Valley Pkwy Median Maintenance (Rose & Midway)	1,785	1,785
El Norte Median Maintenance	20,060	20,060
Electric Maintenance - Setting TS & SL Poles	12,750	18,860
Eleventh Avenue Median Maintenance	1,020	1,020
Fence Repair	8,500	0
Fifth & Grape Median Maintenance	1,955	1,955
Freeway Closure-Christmas Parade	7,225	7,225
Grand Avenue Median Maintenance	10,200	10,200
Guard Rails	2,550	0
Hidden Trails Slope Maintenance	10,200	10,200
Los Arboles Maintenance	1,275	1,275
Mission Avenue Median Maintenance	1,445	1,445
North CCP Maintenance	6,800	6,800
Pest Control	5,100	5,100
Police/Fire Headquarters Landscaping	9,945	9,945
Printer Service	425	425
Security Systems	850	850
South Escondido Blvd. (6th - 15th) Landscape Maintenance	1,020	1,020
Sprinter Bike Trail Maintenance	5,000	5,000
Storm Drain Repair & Maintenance	5,000	5,000
Street Tree Maintenance	12,750	12,750
Sweeping	50,000	50,000
Third Avenue Median Maintenance	1,275	1,275
Third, Beech and Date Maintenance	1,870	1,870
Underground Service Alert	2,550	2,550

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**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-403 MAINTENANCE/STREETS</b>		
5131-001-403 PROFESSIONAL SERVICES/CONTRACTS (continued)		
Uniforms	11,050	11,050
Valley Pkwy Medians at Gateway/La Terraza Maintenance	4,505	4,505
Various Small Right-of-Ways	6,375	6,375
Vegetation Removal	6,800	0
Via Rancho Pkwy/Bear Valley Pkwy Median Maintenance	15,300	15,300
Washington Hills Maintenance	6,800	6,800
Weed Mowing	6,035	0
West Valley Pkwy Medians & Parkway Maintenance	11,050	11,050
	486,245	468,470
5160-001-403 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	2,500	2,500
5161-001-403 MILEAGE REIMBURSEMENT		
Miscellaneous	1,500	1,500
5162-001-403 DUES & SUBSCRIPTIONS		
Miscellaneous Publications	1,500	1,500
5166-001-403 OTHER DUPLICATING	500	500
5170-001-403 UTILITIES	1,056,000	1,379,990
5171-001-403 WATER		
Water Service-Other Agencies	65,000	65,000
5173-001-403 OTHER TELEPHONE		
Cellular Phone Expenses	30,000	30,000
5180-001-403 RENT		
Miscellaneous Equipment	26,415	26,415
5190-001-403 OTHER EXPENSE		
Landscape Maintenance District Assessment	5,895	5,895
MOU After Hour Meals	5,000	5,000
	10,895	10,895

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-403 MAINTENANCE/STREETS</b>		
5525-001-403 LOAN PRINCIPAL EXPENSE		
SDG&E Energy Projects Loan	11,020	11,020
<b>TOTAL, M &amp; O</b>	<b>2,282,575</b>	<b>2,610,415</b>
5125-001-403 BUILDING MAINTENANCE	59,570	66,115
5164-001-403 FLEET SERVICES	568,345	907,260
5165-001-403 DUPLICATING	14,350	12,255
5172-001-403 TELECOMMUNICATIONS	21,905	22,160
5174-001-403 RADIO COMMUNICATIONS	12,405	11,400
5175-001-403 MAIL SERVICES	3,220	5,300
5178-001-403 OFFICE AUTOMATION	43,645	44,655
5183-001-403 INSURANCE		
General Liability Insurance	288,155	289,755
Property Insurance	4,690	4,655
	292,845	294,410
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>1,016,285</b>	<b>1,363,555</b>
<b>SUBTOTAL, MAINTENANCE/STREETS</b>	<b>7,309,765</b>	<b>8,091,170</b>
5901-001-403 ALLOCATED IN		
Risk Management	25,520	26,720
5902-001-403 ALLOCATED OUT		
Vehicle Parking District	(78,400)	(82,710)
Water	(496,120)	(561,220)

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**CITY OF ESCONDIDO  
 FY 2016-17 Operating Budget  
 Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-403 MAINTENANCE/STREETS</b>		
5902-001-403 ALLOCATED OUT (continued)		
Wastewater	(302,470)	(316,790)
Environmental Programs	(17,475)	(27,760)
Capital Improvement Projects	(552,395)	(453,145)
Capital Improvement Projects-Fleet	<u>0</u>	<u>(231,820)</u>
	(1,446,860)	(1,673,445)
 <b>TOTAL, MAINTENANCE/STREETS</b>	 <b>5,888,425</b>	 <b>6,444,445</b>

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-103 MAINTENANCE/PARKS</b>		
5001-001-103 REGULAR FULL-TIME		
1 Parks & Open Sp. Superintendent/Administrator	87,130	88,875
2 Lead Maintenance Technicians	112,850	117,410
1 Maintenance Supervisor	70,450	75,500
8 Maintenance Technician I/II's	397,500	420,040
1 Parks & Open Space Supervisor	74,020	75,500
4 Sr. Maintenance Technicians	231,250	257,380
Bilingual Pay	7,800	9,100
Budget Adjustment - MOU Agreement (07-02)	<u>17,720</u>	<u>0</u>
	998,720	1,043,805
5004-001-103 TEMPORARY PART-TIME		
Maintenance Trainees (with PARS)	55,450	55,450
Pool Maintenance (with PERS)	<u>20,795</u>	<u>20,795</u>
	76,245	76,245
5020-001-103 OVERTIME	68,365	68,365
EMPLOYEE OVERHEAD:		
5025-001-103 OTHER EMPLOYEE OVERHEAD		
Other Employee Overhead	42,970	43,010
Budget Adjustment - MOU Agreement (07-02, 07-09)	<u>300</u>	<u>0</u>
	43,270	43,010
5026-001-103 PERS		
PERS	288,715	327,905
Budget Adjustment - MOU Agreement (07-02, 07-09)	<u>5,110</u>	<u>0</u>
	293,825	327,905
5027-001-103 MEDICAL	181,740	164,285
5028-001-103 WORKERS' COMPENSATION		
Worker's Compensation	81,655	95,585
Budget Adjustment - MOU Agreement (07-02, 07-09)	<u>1,250</u>	<u>0</u>
	82,905	95,585

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-103 MAINTENANCE/PARKS</b>		
5030-001-103 FLEXIBLE BENEFITS		
Flexible Benefits	9,255	9,455
Budget Adjustment - MOU Agreement (07-09)	60	0
	9,315	9,455
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>1,754,385</b>	<b>1,828,655</b>
5101-001-103 OFFICE/OPERATING SUPPLIES		
Ball Field Light Bulbs - Lift Rental	7,000	5,000
City Appearance/Re-vegetation	20,000	20,000
Fertilizer/Pesticides/Supplies	10,000	10,000
Grounds Maintenance	63,445	0
Hand Power Tool Repair/Replacement	7,500	0
Hazmat Permits	880	880
Plant Material	54,175	20,000
Pool Permits	500	500
Pool Supplies	30,000	0
Recycled Water System Inspections	2,000	2,000
Trees	10,000	0
Grounds Maintenance - Restroom Cleaning & User Supplies	0	37,020
Grounds Maintenance - Repairs (Other Than Irrigation)	0	27,000
Grounds Maintenance - Tools & PPE	0	21,365
Irrigation Supplies	0	13,050
Pool Chemicals	0	24,830
Pool Equipment Repairs & Maintenance	0	18,465
	205,500	200,110
5131-001-103 PROFESSIONAL SERVICES/CONTRACTS		
Contract Cleaning - Queen Califia's Magical Circle	4,200	4,200
Daley Ranch Maintenance/Biological Monitoring	30,000	30,000
Grove Park Maintenance	20,000	20,000
Park Sweeping Contract - Parking Lots in Parks	10,000	10,300
Pest Control	7,800	7,800
Ryan Park Maintenance	39,000	39,000
Uniforms	6,000	6,000
	117,000	117,300
5160-001-103 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	1,000	1,000

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-103 MAINTENANCE/PARKS</b>		
5162-001-103 DUES AND SUBSCRIPTIONS		
CA Parks/Recreation Society (CPRS)	280	280
Pesticide Applicators - License Fee	790	790
	<u>1,070</u>	<u>1,070</u>
5170-001-103 UTILITIES		
Utilities	292,145	361,360
5171-001-103 WATER		
Water Service-Other Agencies	20,000	20,000
5173-001-103 OTHER TELEPHONE		
Cell Phone Service	8,800	8,800
5180-001-103 RENT		
Equipment Rental	8,000	8,000
<b>TOTAL, M &amp; O</b>	<b>653,515</b>	<b>717,640</b>
5125-001-103 BUILDING MAINTENANCE	196,740	286,480
5164-001-103 FLEET SERVICES	169,470	170,020
5174-001-103 RADIO COMMUNICATIONS	1,310	1,315
5178-001-103 OFFICE AUTOMATION	4,030	5,330
5183-001-103 INSURANCE		
General Liability Insurance	55,490	68,370
Property Insurance	9,225	9,120
	<u>64,715</u>	<u>77,490</u>
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>436,265</b>	<b>540,635</b>
<b>SUBTOTAL, MAINTENANCE/PARKS</b>	<b>2,844,165</b>	<b>3,086,930</b>

**CITY OF ESCONDIDO  
 FY 2016-17 Operating Budget  
 Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-103 MAINTENANCE/PARKS</b>		
5901-001-103 ALLOCATED IN		
Risk Management	12,765	13,360
5902-001-103 ALLOCATED OUT		
Landscape Maintenance District	(55,990)	(64,805)
Environmental Programs	(21,590)	(22,030)
Capital Improvement Projects	<u>(66,070)</u>	<u>(46,335)</u>
	(143,650)	(133,170)
 <b>TOTAL, MAINTENANCE/PARKS</b>	 <b>2,713,280</b>	 <b>2,967,120</b>



**CITY OF ESCONDIDO  
 FY 2016-17 Operating Budget  
 Department Summary**

**RADIO 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>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
	<b>Actual</b>	<b>Actual</b>	<b>Revised</b>	<b>Budget</b>
<b>BUDGET:</b>				
Maintenance & Operations	312,242	277,006	315,955	308,115
Internal Service Charges	5,955	9,205	11,115	13,540
Allocations (Net)	<u>(353,150)</u>	<u>(319,800)</u>	<u>(308,605)</u>	<u>(321,655)</u>
Total Budget	<u>(34,953)</u>	<u>(33,589)</u>	18,465	0

**DEPARTMENT PRIORITIES**

- Maintain the City's communication system, including the dispatch backbone and all mobile and portable radios

**MAJOR BUDGET IMPACTS**

- None

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-404 RADIO COMMUNICATIONS</b>		
5126-001-404 MAINTENANCE OF EQUIPMENT	3,000	5,000
5131-001-404 PROFESSIONAL SERVICES/CONTRACTS		
Motorola Service Contract	45,490	46,855
RCS Operating Cost	231,000	238,260
Budget Adjustment - To Fund Prior Year Invoice (12-07)	18,465	0
	294,955	285,115
5170-001-404 UTILITIES	18,000	18,000
<b>TOTAL, M &amp; O</b>	<b>315,955</b>	<b>308,115</b>
5125-001-404 BUILDING MAINTENANCE	8,100	10,410
5172-001-404 TELECOMMUNICATIONS	2,605	2,725
5183-001-404 INSURANCE		
Property Insurance	410	405
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>11,115</b>	<b>13,540</b>
<b>SUBTOTAL, RADIO COMMUNICATIONS</b>	<b>327,070</b>	<b>321,655</b>
5902-001-404 ALLOCATED OUT		
Code Enforcement	(4,365)	(6,140)
Engineering	(1,310)	(1,315)
Maintenance-Streets	(12,405)	(11,400)
Maintenance-Parks	(1,310)	(1,315)
Police	(186,420)	(191,870)
Fire	(52,825)	(59,395)
Water	(10,480)	(10,525)
Lakes	(13,300)	(13,805)
Wastewater	(20,955)	(21,065)
Building Maintenance	(3,490)	(3,070)
Fleet Services	(1,745)	(1,755)
	(308,605)	(321,655)
<b>TOTAL, RADIO COMMUNICATIONS</b>	<b>18,465</b>	<b>0</b>

**CITY OF ESCONDIDO  
FY 2016-17 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>2013-14 Actual</b>	<b>2014-15 Actual</b>	<b>2015-16 Revised</b>	<b>2016-17 Budget</b>
<b>STAFFING:</b>				
Regular Full-Time	2.0	3.0	3.0	2.0
Temporary Part-Time (FTE)	2.8	0.8	1.2	1.3
Department Total	<u>4.8</u>	<u>3.8</u>	<u>4.2</u>	<u>3.3</u>
<b>BUDGET:</b>				
Employee Services	213,864	263,072	296,955	201,190
Maintenance & Operations	108,475	119,537	229,460	234,000
Capital	0	1,067	0	0
Internal Service Charges	22,775	68,560	85,255	106,205
Total Budget	<u>345,114</u>	<u>452,236</u>	<u>611,670</u>	<u>541,395</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**

- Management Analyst position was moved to Building Maintenance Internal Service Fund

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<b>2015-16 REVISED</b>	<b>2016-17 BUDGET</b>
<b>001-407 RECYCLING AND WASTE REDUCTION</b>		
5001-001-407 REGULAR FULL-TIME		
0 Management Analyst II (to 650-450)	72,535	0
1 Program Assistant	46,240	49,530
1 Program Coordinator	56,440	60,455
Budget Adjustment - MOU Agreement (07-10)	2,055	0
	177,270	109,985
5004-001-407 TEMPORARY PART-TIME		
Department Specialist	24,000	25,500
5020-001-407 OVERTIME		
Miscellaneous	2,400	2,400
EMPLOYEE OVERHEAD:		
5025-001-407 OTHER EMPLOYEE OVERHEAD		
Other Employee Compensation	8,230	4,925
Budget Adjustment - MOU Agreement (07-10)	35	0
	8,265	4,925
5026-001-407 PERS		
PERS	57,415	41,730
Budget Adjustment - MOU Agreement (07-10)	590	0
	58,005	41,730
5027-001-407 MEDICAL		
	20,400	14,565
5028-001-407 WORKERS' COMPENSATION		
Workers' Compensation	2,435	2,085
Budget Adjustment - MOU Agreement (07-10)	80	0
	2,515	2,085
5030-001-407 FLEXIBLE BENEFITS		
	4,100	0
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>296,955</b>	<b>201,190</b>

**CITY OF ESCONDIDO  
 FY 2016-17 Operating Budget  
 Line Item Detail**

	<b>2015-16 REVISED</b>	<b>2016-17 BUDGET</b>
<b>001-407 RECYCLING AND WASTE REDUCTION</b>		
5101-001-407 OFFICE/OPERATING SUPPLIES		
Containers and Equipment	9,000	9,000
General Office Supplies	1,700	1,700
	10,700	10,700
5131-001-407 PROFESSIONAL SERVICES/CONTRACTS		
Household Hazardous Waste Collection	84,000	80,000
PW Yard Hazmat Pickup	16,000	20,000
	100,000	100,000
5160-001-407 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	5,000	6,000
5162-001-407 DUES & SUBSCRIPTIONS	500	500
5167-001-407 ADVERTISING AND PRINTING		
Public Education	12,500	7,000
5180-001-407 RENT		
Storage Facility	1,760	1,900
5190-001-407 OTHER EXPENSE		
Beverage Recycling (Grant)	39,000	29,000
Litter Removal/Composting/Curbside Recycling Programs	10,500	10,500
Recycled Product Purchases	49,500	35,620
Used Oil Payment Program (Grant)	0	32,780
	99,000	107,900
<b>TOTAL, M &amp; O</b>	<b>229,460</b>	<b>234,000</b>
5125-001-407 BUILDING MAINTENANCE	70,445	90,265
5164-001-407 FLEET SERVICES	3,220	3,395
5165-001-407 DUPLICATING	95	0

**CITY OF ESCONDIDO  
 FY 2016-17 Operating Budget  
 Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-407 RECYCLING AND WASTE REDUCTION</b>		
5178-001-407 OFFICE AUTOMATION	5,290	5,250
5183-001-407 INSURANCE		
General Liability Insurance	5,755	6,850
Property Insurance	450	445
	<u>6,205</u>	<u>7,295</u>
 <b>TOTAL, INTERNAL SERVICE CHARGES</b>	 <b>85,255</b>	 <b>106,205</b>
 <b>TOTAL, RECYCLING AND WASTE REDUCTION</b>	 <b>611,670</b>	 <b>541,395</b>

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Department Summary**

**POLICE**

**Description:** The Escondido Police Department protects life and property while striving to enhance public safety and the quality of life in our community by fostering trust and preserving peace. The Department works to create a strong public/private partnership to address crime and mitigate the fear of crime in our community.

**BUDGET SUMMARY**

	<b>2013-14 Actual</b>	<b>2014-15 Actual</b>	<b>2015-16 Revised</b>	<b>2016-17 Budget</b>
<b>STAFFING:</b>				
Regular Full-Time	227.0	215.0	217.0	217.0
Frozen Positions	-13.0	0.0	0.0	0.0
Regular Part-Time (FTE)	1.5	1.5	0.8	0.8
Temporary Part-Time (FTE)	19.2	20.4	10.8	10.8
Department Total	<u>234.7</u>	<u>236.9</u>	<u>228.6</u>	<u>228.6</u>
<b>BUDGET:</b>				
Employee Services	28,575,952	32,018,937	32,333,400	32,860,080
Maintenance & Operations	3,787,964	3,058,009	3,137,805	3,123,540
Capital	161,460	2,999	0	0
Internal Service Charges	3,897,565	4,071,535	4,495,910	4,289,895
Allocations (Net)	<u>(833,747)</u>	<u>(638,590)</u>	<u>(638,590)</u>	<u>(1,006,840)</u>
Total Budget	<u>35,589,194</u>	<u>38,512,890</u>	<u>39,328,525</u>	<u>39,266,675</u>

**DEPARTMENT PRIORITIES**

- Enhance community safety through strategic deployment of personnel and resources
- Respond quickly and efficiently to 911 calls for service
- Encourage personnel to evaluate operational effectiveness and fiscal mindfulness
- Establish innovative ways to increase community and officer safety

**MAJOR BUDGET IMPACTS**

- Increase in salaries, medical, workers' compensation and PERS costs
- Decrease in graffiti tracking
- Decrease in internal service charges is due to significant decrease in fleet charges
- Increase in the amounts allocated out to water and wastewater

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<b>2015-16 REVISED</b>	<b>2016-17 BUDGET</b>
<b>001-500 POLICE</b>		
5001-001-500 REGULAR FULL-TIME		
1 Chief of Police	182,055	194,980
2 Administrative Assistants	122,070	83,480
1 Administrative Coordinator	56,410	57,540
12 Community Service Officers	635,170	632,475
1 Crime Analyst	65,440	66,750
1 Customer Service Representative I/II	39,290	42,085
2 Forensic Technicians	130,845	133,460
3 Police Captains	497,315	458,550
7 Police Lieutenants	964,245	992,770
125 Police Officers	11,119,485	11,182,870
1 Police Projects Specialist	44,895	46,075
1 Police Records Manager	60,745	61,960
7 Police Records Technicians	269,220	278,430
23 Police Sergeants	2,815,985	2,844,245
1 Police Services Analyst	63,780	41,740
1 Police Business Manager	40,925	86,035
1 Property & Evidence Supervisor	63,825	65,100
1 Property & Evidence Technician I/II	35,475	39,250
1 Public Safety Communications Manager	86,030	97,490
19 Public Safety Dispatchers I/II's	1,238,845	1,236,215
4 Public Safety Shift Supervisors	297,410	300,125
1 Sr. Crime Analyst	69,340	70,725
1 Division Coordinator	0	44,570
Acting Pay	17,980	17,980
Bilingual Pay	114,105	116,505
Float Holiday Payoff	150,865	187,560
Holiday Pay	225,000	225,000
Shift Pay	41,750	41,750
Tactical Operations Pay	19,800	19,800
POST Increases	13,715	24,000
Budget Adjustment - MOU Agreement (07-09, 07-10)	10,435	0
	19,492,450	19,689,515
5003-001-500 REGULAR PART-TIME		
1 Police Services Technician (0.75)	33,920	34,595
5004-001-500 TEMPORARY PART-TIME		
2 Department Specialists - Internal Affairs and Investigations	58,800	58,800
4 Department Specialists - Range	81,715	81,715
5 Parking Attendants	74,630	74,630
	215,145	215,145

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-500 POLICE</b>		
5020-001-500 OVERTIME		
Bilingual Pay	23,510	23,510
Comp Time Contingency	95,000	95,000
Holiday Pay	350,000	350,000
Overtime - Canine Pay	79,270	87,500
Overtime - Court	58,955	68,000
Overtime - Emergency Operations	380,950	284,015
Overtime - Extended Day/Callback	177,570	177,570
Overtime - Motor Pay	98,895	98,895
Overtime - Task Force	43,340	43,340
Overtime - Training (including Range)	<u>116,200</u>	<u>116,200</u>
	1,423,690	1,344,030
EMPLOYEE OVERHEAD:		
5025-001-500 OTHER EMPLOYEE OVERHEAD		
Other Employee Overhead	628,525	614,685
Budget Adjustment - MOU Agreement (07-09, 07-10)	<u>175</u>	<u>0</u>
	628,700	614,685
5026-001-500 PERS		
PERS	6,950,770	7,188,785
Budget Adjustment - MOU Agreement (07-09, 07-10)	<u>3,005</u>	<u>0</u>
	6,953,775	7,188,785
5027-001-500 MEDICAL		
	2,373,370	2,493,620
5028-001-500 WORKERS' COMPENSATION		
Workers' Compensation	1,056,475	1,119,670
Budget Adjustment - MOU Agreement (07-09, 07-10)	<u>450</u>	<u>0</u>
	1,056,925	1,119,670
5030-001-500 FLEXIBLE BENEFITS		
Flexible Benefits	155,400	160,035
Budget Adjustment - MOU Agreement (07-09, 07-10)	<u>25</u>	<u>0</u>
	155,425	160,035
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>32,333,400</b>	<b>32,860,080</b>

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<b>2015-16 REVISED</b>	<b>2016-17 BUDGET</b>
<b>001-500 POLICE</b>		
5101-001-500 OFFICE/OPERATING SUPPLIES		
Canine Food and Supplies	5,400	5,400
Crime Lab Chemicals and Evidence Tech Supplies	10,000	10,000
General Office Supplies (Toner, Paper, etc.)	25,000	25,000
Patrol and Field Supplies (Rubber Gloves, Batteries, etc.)	102,665	102,665
Range and Armory Class Supplies and Targets	10,000	10,000
Reserve Officer Uniform Allowance	5,600	5,600
Safety Glasses	11,785	11,785
Uniform Allowance	143,100	143,100
	313,550	313,550
5105-001-500 SAFETY EQUIPMENT		
Ammunition (Firearms Training)	90,925	90,925
Combined MOU/Officer Safety/Equipment	126,685	126,685
Dispatcher Headsets	1,800	1,800
Hard Armor/Ballistic Vests	5,000	5,000
Less Lethal Equipment	18,500	18,500
Mobile Field Force and SWAT Equipment	7,000	7,000
Motor Helmets and Communication Gear	1,500	1,500
Radar Replacement	4,700	4,700
Replacement Weapons	10,000	10,000
SWAT Specialty Munitions	11,630	11,630
Vehicle Equipment	2,000	2,000
Vehicle License Plate Reader Equipment	700	700
	280,440	280,440
5126-001-500 MAINTENANCE OF EQUIPMENT		
Air Gas	200	200
Bicycles	1,000	1,000
Building Camera Maintenance	14,225	14,225
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	4,500	4,500
Emergency Mgmt. Dispatch Maintenance	4,835	4,835
Fax, Typewriter and Printer Maintenance	5,200	5,200
Firearms Repair	7,000	7,000
Fitness Equipment	2,600	2,600
Headset Repair	1,000	1,000
Imaging System	15,000	15,000

(continued on next page)

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<b>2015-16 REVISED</b>	<b>2016-17 BUDGET</b>
<b>001-500 POLICE</b>		
5126-001-500 MAINTENANCE OF EQUIPMENT (continued)		
Lab/Camera Equipment	1,000	1,000
Laptop Repair	5,000	5,000
LiveScan	3,985	3,985
Motorcycle and Traffic Equipment Maintenance	7,000	7,000
Preliminary Alcohol Screening Equipment Repair	1,210	1,210
Parking Cite System	2,500	2,500
Radar Repair	2,000	2,000
Radios	6,500	6,500
Speedometer Calibration	2,000	2,000
Taser Repair	2,200	2,200
Time Clocks	965	965
Traffic Scales Maintenance	300	300
Unscheduled Services	2,500	2,500
Watch Guard Firewall Maintenance	830	830
	101,150	101,150
5131-001-500 PROFESSIONAL SERVICES/CONTRACTS		
ARJIS/eSUN	190,595	190,595
Alarm Maintenance	480	480
Animal Control Regulation/Dead Animal Removal	955,245	955,245
Audio Visual Equipment Maintenance	41,270	41,270
Barcode Software Contract	27,000	27,000
Biohazard Waste Disposal/Health Permits	28,610	28,610
CAD/RMS	145,270	145,270
CAL-ID	37,260	37,260
Cable Television	2,500	2,500
Criminal Background Database	2,840	2,840
Canine Boarding and Medical Expenses	7,000	7,000
Canine Training Program	11,750	11,750
Cell Phone Download System	3,210	3,210
Child Abuse & Biological Lab Exams	50,000	50,000
Crash Data Retrieval Membership	750	750
Credit & Background Information Services	4,950	4,950
Crime Mapping Program	23,615	23,615
CrimeView Technical Support (Crime Analysis)	3,190	3,190
DNA Tests	5,000	5,000
Command Vehicle Connectivity	1,765	1,765
Document Shredding (Records)	5,630	5,630
FastTrak	500	500
Film Developing	500	500

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**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-500 POLICE</b>		
5131-001-500 PROFESSIONAL SERVICES/CONTRACTS (continued)		
Fingerprint Fees	35,600	35,600
Graffiti Tracking Contract	36,000	24,000
Internet Service	3,900	3,900
Investigative Fund	24,000	24,000
Mail/Shipping	2,000	2,000
Offender Watch	7,000	7,000
Officer Crisis	9,000	9,000
On-line Crime Report System	5,090	5,090
Pacific Refrigeration	1,400	1,400
Parking Citations	69,000	69,000
Patrol Wireless Connectivity	115,035	115,035
Pawn Tracking System	10,590	10,590
Portable Toilets	18,000	18,000
Pre-employment Screening/Polygraph Services	1,500	1,500
Prisoner Meals	1,200	1,200
Range Wireless, Cellular and Instructor Fees	1,200	1,200
Reserve Psychological Exams	2,000	2,000
Rolling Storage System Maintenance	2,000	2,000
Surveillance Trackers	3,210	3,210
Translation/Transcription/Mediation/Witness Fees	31,000	31,000
Vehicle Abatement	12,000	12,000
Vehicle License Plate Contract	14,850	14,850
Window Tinting	1,400	1,400
	1,955,905	1,943,905
5160-001-500 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	65,945	65,945
5161-001-500 MILEAGE REIMBURSEMENT		
Enforcement Mileage	1,500	1,500
5162-001-500 DUES AND SUBSCRIPTIONS		
Police Association Dues & Subscriptions	12,175	12,175
5167-001-500 ADVERTISING & PRINTING		
Citations and Other Forms	15,000	15,000

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-500 POLICE</b>		
5170-001-500 UTILITIES		
Gas & Electric - Grand Avenue Store Front	3,500	3,500
5173-001-500 OTHER TELEPHONE		
3C Network Connection and Support	1,600	1,600
CALNET 2 Line	10,505	10,505
Cellular Phone Service	65,200	65,200
LiveScan Phone Line	4,550	4,550
Miscellaneous Phone Installation & Replacements	6,000	6,000
SUN/CLETS	5,500	5,500
	93,355	93,355
5180-001-500 RENT		
Building Lease - Range	7,940	7,940
Leased Vehicles	60,000	60,000
Emergency Callout System	1,200	1,200
	69,140	69,140
5184-001-500 TUITION		
P.O.S.T. Training	40,470	40,470
5190-001-500 OTHER EXPENSE		
Awards Dinner (Cadets)	1,600	1,600
Chaplain's Program (Association Dues & Conferences)	2,000	2,000
Emergency Operations Fund	500	500
Employee Recognition	7,000	7,000
Explorer/Cadet Program	6,800	6,800
Generator Fuel (Traffic and Range)	5,000	5,000
Reserve Program	2,000	2,000
Seals, Lettering, Striping	17,000	15,000
Special Events	4,000	4,000
Volunteer Program	4,225	4,225
	50,125	48,125
5193-001-500 SOFTWARE		
CopWare/TMS (Training)	4,175	4,175
Emergency Medical Interface License Fee	30,000	30,000
Software Licensing	19,950	19,950
	54,125	54,125

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-500 POLICE</b>		
5194-001-500 MINOR OFFICE EQUIPMENT		
Computer Maintenance Supplies	6,000	6,000
Desktop Computers	12,000	12,000
Laptop Upgrades	55,000	55,000
Replacement Modems, Antennas, Cabling & UB Keys	6,000	6,000
	79,000	79,000
5501-001-500 INTEREST		
CAD System Interfund Loan Interest	2,425	2,160
<b>TOTAL, M &amp; O</b>	<b>3,137,805</b>	<b>3,123,540</b>
5125-001-500 BUILDING MAINTENANCE	895,225	1,051,325
5164-001-500 FLEET SERVICES	1,706,945	1,322,440
5165-001-500 DUPLICATING	84,785	59,785
5172-001-500 TELECOMMUNICATIONS	123,905	130,675
5174-001-500 RADIO COMMUNICATIONS	186,420	191,870
5175-001-500 MAIL SERVICES	23,695	22,145
5178-001-500 OFFICE AUTOMATION	467,820	469,515
5183-001-500 INSURANCE		
General Liability Insurance	948,800	984,470
Property Insurance	58,315	57,670
	1,007,115	1,042,140
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>4,495,910</b>	<b>4,289,895</b>
<b>SUBTOTAL, POLICE</b>	<b>39,967,115</b>	<b>40,273,515</b>

**CITY OF ESCONDIDO  
 FY 2016-17 Operating Budget  
 Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-500 POLICE</b>		
5902-001-500 ALLOCATED OUT		
Water	(622,270)	(979,470)
Wastewater	<u>(16,320)</u>	<u>(27,370)</u>
	(638,590)	(1,006,840)
 <b>TOTAL, POLICE</b>	 <b>39,328,525</b>	 <b>39,266,675</b>



**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Department Summary**

**FIRE/EMERGENCY MANAGEMENT**

**Description:** The Escondido Fire Department provides fire protection and emergency medical services to the City of Escondido and the Rincon Del Diablo Fire Protection District. The mission of the Escondido Fire Department is to serve the public and to safeguard the community from the impacts of fire, medical and environmental emergencies through education, emergency services and enforcement. The Department strives to provide "legendary service" by delivering professional and courteous service that exceeds the expectations of our customers.

**BUDGET SUMMARY**

	<b>2013-14 Actual</b>	<b>2014-15 Actual</b>	<b>2015-16 Revised</b>	<b>2016-17 Budget</b>
<b>STAFFING:</b>				
Regular Full-Time	124.0	124.0	119.0	121.0
Regular Part-Time (FTE)	0.0	0.0	0.8	0.8
Temporary Part-Time (FTE)	6.3	5.4	5.5	1.8
Department Total	<u>130.3</u>	<u>129.4</u>	<u>125.3</u>	<u>123.6</u>
<b>BUDGET:</b>				
Employee Services	17,984,620	19,193,020	19,403,010	20,024,780
Maintenance & Operations	1,227,017	1,271,126	1,340,045	1,320,325
Capital	0	0	0	0
Internal Service Charges	1,954,090	2,065,620	2,171,435	2,155,040
Allocations (Net)	<u>(588,455)</u>	<u>(588,455)</u>	<u>(588,455)</u>	<u>(698,700)</u>
Total Budget	<u>20,577,272</u>	<u>21,941,311</u>	<u>22,326,035</u>	<u>22,801,445</u>

**DEPARTMENT PRIORITIES**

- Continue to utilize new technologies to improve department efficiencies and accountability, including implementing AVL dispatching
- Identify and develop an effective succession plan
- Continue to monitor and evaluate the EMS delivery model
- Utilize Insurance Service Office data to evaluate the fire suppression delivery to the community
- Research, develop and implement a self-inspection program for small businesses
- Improve situational awareness and common operational picture for fire through news, weather and other media sources for command staff and the EOC

**MAJOR BUDGET IMPACTS**

- Added two regular full-time positions and decreased temporary part-time
- Increase in salaries, overtime, workers' compensation, medical and PERS costs
- Decrease in maintenance and operations is primarily due to elimination of EMS contractual agreement with the City of San Marcos
- Decrease in internal service charges is primarily due to decrease in building maintenance charges
- Increase in the amounts allocated out to water and wastewater

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<b>2015-16 REVISED</b>	<b>2016-17 BUDGET</b>
<b>001-600 FIRE</b>		
5001-001-600 REGULAR FULL-TIME		
1 Fire Chief	187,525	183,215
1 Administrative Assistant	37,240	39,885
1 Administrative Coordinator	56,410	57,540
1 Deputy Fire Chief	164,645	161,075
1 Fire Admin Services Manager	84,350	86,035
3 Fire Battalion Chiefs	416,335	421,600
24 Fire Captains	2,584,680	2,652,225
1 Fire Division Chief	280,090	148,000
24 Fire Engineers	2,225,100	2,254,105
4 Fire Prevention Specialists	254,065	273,580
39 Firefighter/Paramedics	3,125,490	3,158,140
18 Non-Safety Paramedics	523,765	533,545
1 EMS Program Coordinator	0	52,255
1 Fire Marshal	0	100,920
Bilingual Pay	42,600	42,600
Holiday Pay	438,425	437,555
Paramedic Recertification Pay	17,550	17,550
Paramedic Mentor/Preceptor Pay	13,000	16,000
TOU Pay	4,800	5,400
Certification/Education Pay	19,680	37,430
Longevity Stipend	12,000	16,000
Budget Adjustment - MOU Agreement (07-10)	14,520	0
	10,502,270	10,694,655
5003-001-600 REGULAR PART-TIME		
1 Department Assistant (.75)	27,515	0
1 Department Aide (.75)	0	22,210
	27,515	22,210
5004-001-600 TEMPORARY PART-TIME		
Department Specialist - Administrative Aide	13,955	0
Fire Service Officer	9,500	10,000
	23,455	10,000
5020-001-600 OVERTIME		
Battalion Chief Non-Scheduled Hours	61,045	73,490
Constant-Staffing Program	1,995,255	1,995,255
FLSA	228,165	227,305

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**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-600 FIRE</b>		
5020-001-600 OVERTIME (continued)		
Fire Suppression Compensatory Time Payoff	16,675	15,570
Paramedic Program - Regular Overtime	314,260	320,125
Standby Pay	10,650	10,650
	2,626,050	2,642,395
EMPLOYEE OVERHEAD:		
5025-001-600 OTHER EMPLOYEE OVERHEAD		
Other Employee Overhead	352,760	347,805
Budget Adjustment - MOU Agreement (07-10)	245	0
	353,005	347,805
5026-001-600 PERS		
PERS	3,903,325	4,054,020
Budget Adjustment - MOU Agreement (07-10)	4,185	0
	3,907,510	4,054,020
5027-001-600 MEDICAL	1,460,045	1,539,880
5028-001-600 WORKERS' COMPENSATION		
Workers' Compensation	350,695	495,385
Budget Adjustment - MOU Agreement (07-10)	570	0
	351,265	495,385
5030-001-600 FLEXIBLE BENEFITS	60,975	62,815
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>19,312,090</b>	<b>19,869,165</b>
5101-001-600 OFFICE/OPERATING SUPPLIES		
Awards, Plaques & Volunteer Recognition/Badges	4,000	4,000
Building & Grounds Maintenance Supplies	10,000	20,000
CPR & PAD Training Supplies	2,000	2,000
Chaplain Program	500	500
EMS Supplies	218,400	225,000
Exercise Equipment	4,000	4,000

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**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-600 FIRE</b>		
5101-001-600 OFFICE/OPERATING SUPPLIES (continued)		
Explorer Program	2,000	2,000
Fire Prevention/Investigation Supplies	1,500	4,800
Honor Guard Program	500	500
Laundry	1,000	1,000
Office Supplies	11,500	12,150
Oxygen and Related Supplies	14,000	12,000
Pharmaceutical Supplies	43,050	45,500
Public Education Equipment/Supplies	1,000	3,500
Replacement Uniforms (Part-Time Employees)	750	750
Station Supplies	50,300	50,300
Training Props and Materials	7,500	7,500
Uniform Allowance	80,250	80,900
Volunteer Program	4,000	4,000
Blue Card Supplies/Equipment	0	1,000
	456,250	481,400
5105-001-600 SAFETY EQUIPMENT		
Communication Equipment	7,000	10,000
EMS Safety Equipment	5,000	5,000
Fire Engine Equipment	10,000	10,000
Fire Hose	7,000	7,000
Fire Truck Equipment	4,000	4,000
Firefighting Foam	4,000	4,000
Personal Protective Equipment	65,000	65,000
SCBA Equipment	17,500	20,000
Safety Glasses	4,000	4,000
TOU Equipment	2,000	2,000
	125,500	131,000
5126-001-600 MAINTENANCE OF EQUIPMENT		
Carpet Cleaning for Stations	5,000	5,000
Compressor Maintenance & Testing	2,000	2,000
EKG Monitors Maintenance Agreement	5,000	5,000
Exhaust Removal System Maintenance	5,000	5,000
Fire Equipment Repair	8,000	8,000
Gurney Maintenance Program	11,000	13,000
Hose & Ladder Testing	13,000	13,000
O2 Maintenance Program	3,000	3,000
Paramedic Equipment Repair	1,000	1,000

(continued on next page)

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<b>2015-16 REVISED</b>	<b>2016-17 BUDGET</b>
<b>001-600 FIRE</b>		
5126-001-600 MAINTENANCE OF EQUIPMENT (continued)		
SCBA Repair & Maintenance	13,000	13,000
Station Alerting System Maintenance	5,000	5,000
Station Equipment Repair	5,000	5,000
Technology Maintenance	2,000	2,000
EKG Battery Replacement	0	3,750
	78,000	83,750
5131-001-600 PROFESSIONAL SERVICES/CONTRACTS		
Controlled Substance Regulated Waste Contract	2,500	2,500
EMS Coordinator Management Agreement	72,270	0
Extinguisher Servicing	2,500	2,500
Ground Emergency Medical Transportation	16,650	18,200
Ground Emergency Medical Transportation-Admin. Fee	4,645	4,645
Haz Incident Response Team Program	122,060	122,060
PAD Program Physician Oversight	150	0
RMS - Target Solutions	9,300	9,300
Station Landscape Contract	2,400	2,400
Training Tower Inspection	4,000	4,500
Unified Disaster Council Membership	4,705	4,705
Weed Abatement Contractor	25,000	35,000
Blue Card Command Training Center Accreditation	0	3,000
EMS Continuing Education Provider Agreement	0	100
Investigations	0	10,000
	266,180	218,910
5148-001-600 PERMITS		
EPA Permit	1,000	1,000
Hazardous Materials	1,500	1,500
	2,500	2,500
5160-001-600 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	21,350	29,700
5162-001-600 DUES AND SUBSCRIPTIONS		
Fire Administration/Management Publications/Associations	1,085	1,085
Fire EMS Publications/Associations	1,000	500

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**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-600 FIRE</b>		
5162-001-600 DUES AND SUBSCRIPTIONS (continued)		
Fire Prevention Code Books/Publications/Associations	1,000	7,000
Fire Suppression Publications/Associations	1,400	1,400
Fire Safety Officer Association	0	1,000
	<u>4,485</u>	<u>10,985</u>
5167-001-600 ADVERTISING AND PRINTING		
Business Cards	1,050	1,050
Fire Prevention Forms	1,000	1,000
Forms Upgrades and Revisions	500	750
Public Educational Materials	1,500	1,500
	<u>4,050</u>	<u>4,300</u>
5170-001-600 UTILITIES		
Gas and Electric	200,545	200,545
5171-001-600 WATER		
Water Service-Other Agencies	11,575	11,575
5173-001-600 OTHER TELEPHONE		
Cellular Phones (Admin & Prevention)	7,000	7,000
EKG Connectivity	2,080	1,000
EMS Tablet	2,500	2,500
EMS/RMS	10,200	9,000
Wireless Internet Card	17,000	17,000
	<u>38,780</u>	<u>36,500</u>
5501-001-600 INTEREST EXPENSE	2,370	1,320
5184-001-600 TUITION		
Blue Card Command Center	21,000	0
Blue Card Training	12,000	3,500
Rescue/Promotion Tuition Reimbursement	15,000	15,000
Tuition Palomar College Agreement	19,000	19,000
Fire Prevention Classes	0	2,600
	<u>67,000</u>	<u>40,100</u>

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-600 FIRE</b>		
5190-001-600 OTHER EXPENSE		
Advanced Cardiac Life Support Skills Testing	850	1,800
FF1 & FF2 Certification Fees	600	600
Paramedic Licensing & Re-accreditation Fees	10,500	10,500
Paramedic CPR Licensing	0	900
	11,950	13,800
5193-001-600 SOFTWARE		
Constant Staffing Software Maintenance & Tech Support	5,600	6,000
EMS Software Maintenance & Tech Support	18,000	18,000
Regional Mapping Project Software Maint & Tech Support	2,000	2,000
RMS Software Maintenance & Tech Support	0	1,500
Trakit Annual Maintenance Fee	0	5,915
	25,600	33,415
5194-001-600 MINOR OFFICE EQUIPMENT		
Trakit Server Replacement	0	2,000
 <b>TOTAL, M &amp; O</b>	 <b>1,316,135</b>	 <b>1,301,800</b>
5125-001-600 BUILDING MAINTENANCE	306,960	200,130
5164-001-600 FLEET SERVICES	1,215,295	1,290,325
5165-001-600 DUPLICATING	12,710	16,600
5172-001-600 TELECOMMUNICATIONS	114,895	97,955
5174-001-600 RADIO COMMUNICATIONS	52,825	59,395
5175-001-600 MAIL SERVICES	9,395	10,065
5178-001-600 OFFICE AUTOMATION	95,865	97,765
5183-001-600 INSURANCE		
General Liability Insurance	225,485	247,980

(continued on next page)

**CITY OF ESCONDIDO  
 FY 2016-17 Operating Budget  
 Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-600 FIRE</b>		
5183-001-600 INSURANCE (continued)		
Property Insurance	<u>99,965</u>	<u>98,860</u>
	325,450	346,840
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>2,133,395</b>	<b>2,119,075</b>
<b>SUBTOTAL, FIRE</b>	<b>22,761,620</b>	<b>23,290,040</b>
5902-001-600 ALLOCATED OUT		
Water	(572,955)	(679,890)
Wastewater	<u>(15,500)</u>	<u>(18,810)</u>
	(588,455)	(698,700)
<b>TOTAL, FIRE</b>	<b>22,173,165</b>	<b>22,591,340</b>

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-601 FIRE/EMERGENCY MANAGEMENT</b>		
5001-001-601 REGULAR FULL-TIME		
1 Emergency Preparedness Manager	0	80,995
5004-001-601 TEMPORARY PART-TIME		
0 Department Specialist - CERT Program (Grant Funded)	22,720	0
1 Department Specialist - GIS Mapping (Grant Funded)	24,960	24,960
0 Emergency Services Coordinator	38,400	0
	86,080	24,960
EMPLOYEE OVERHEAD:		
5025-001-601 OTHER EMPLOYEE OVERHEAD	1,465	2,990
5026-001-601 PERS	0	24,945
5027-001-601 MEDICAL	0	15,525
5028-001-601 WORKERS' COMPENSATION	3,375	1,760
5030-001-601 FLEXIBLE BENEFITS	0	4,440
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>90,920</b>	<b>155,615</b>
5101-001-601 OFFICE/OPERATING SUPPLIES		
Community Emergency Response Team (CERT)	6,500	3,815
EOC Supplies	4,000	4,000
Miscellaneous Supplies	2,185	2,185
Police/Fire Command Vehicle Supplies/Equipment	1,000	1,000
	13,685	11,000
5160-001-601 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	2,000	2,000
5161-001-601 MILEAGE REIMBURSEMENT	600	200
5162-001-601 DUES & SUBSCRIPTIONS		
California Emergency Services Association	75	75
National Emergency Management Association	200	200
	275	275

**CITY OF ESCONDIDO  
 FY 2016-17 Operating Budget  
 Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>001-601 FIRE/EMERGENCY MANAGEMENT</b>		
5167-001-601 ADVERTISING AND PRINTING		
Forms Upgrades and Revisions	2,500	2,500
5173-001-601 OTHER TELEPHONE		
3C's Communication System	3,000	0
EOC & Command Vehicle Satellite TV Service	1,300	0
	4,300	0
5184-001-601 TUITION		
Emergency Management Courses	200	200
5190-001-601 OTHER EXPENSE		
EOC & Command Vehicle Satellite TV Services	0	2,000
5193-001-601 SOFTWARE		
GIS Software Maintenance & Tech Support	350	350
<b>TOTAL, M &amp; O</b>	<b>23,910</b>	<b>18,525</b>
5165-001-601 DUPLICATING	3,145	0
5178-001-601 OFFICE AUTOMATION	34,895	35,965
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>38,040</b>	<b>35,965</b>
<b>TOTAL, FIRE/EMERGENCY MANAGEMENT</b>	<b>152,870</b>	<b>210,105</b>

**CITY OF ESCONDIDO  
FY 2016-17 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, training room workstations and Escondido University duplicating charges.

**BUDGET SUMMARY**

	<b>2013-14 Actual</b>	<b>2014-15 Actual</b>	<b>2015-16 Revised</b>	<b>2016-17 Budget</b>
<b>BUDGET:</b>				
Employee Services	0	0	871,535	1,131,230
Maintenance & Operations	295,685	399,104	342,320	422,320
Internal Service Charges	61,810	56,075	59,340	64,635
Total Budget	<u>357,495</u>	<u>455,179</u>	<u>1,273,195</u>	<u>1,618,185</u>

**DEPARTMENT PRIORITIES**

- Not applicable

**MAJOR BUDGET IMPACTS**

- Increase to retirement contingency
- Added election cost projection

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 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	590,000	831,230
Vacation Payoff Contingency	230,000	230,000
Budget Adj. - To Fund Prior Year Dept. 404 Invoice (12-07)	(18,465)	0
	871,535	1,131,230
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>871,535</b>	<b>1,131,230</b>
5190 001-701 OTHER EXPENSES		
LAFCO Fees	32,485	32,485
Innovate 78	40,000	40,000
Property Tax Administration	150,000	150,000
San Dieguito River Park JPA	119,835	119,835
Election Costs	0	80,000
	342,320	422,320
<b>TOTAL, M &amp; O</b>	<b>342,320</b>	<b>422,320</b>
5164-001-701 FLEET SERVICES	26,050	26,960
5165-001-701 DUPLICATING	15	3,465
5178-001-701 OFFICE AUTOMATION	20,175	21,310
5183-001-701 INSURANCE		
General Liability Insurance	12,545	12,355
Property Insurance	555	545
	13,100	12,900
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>59,340</b>	<b>64,635</b>
<b>TOTAL, NON-DEPARTMENTAL</b>	<b>1,273,195</b>	<b>1,618,185</b>

**CITY OF ESCONDIDO  
 FY 2016-17 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>2013-14 Actual</b>	<b>2014-15 Actual</b>	<b>2015-16 Revised</b>	<b>2016-17 Budget</b>
<b>BUDGET:</b>				
Maintenance & Operations	1,363,279	1,447,810	1,584,685	1,621,115
Internal Service Charges	<u>519,665</u>	<u>592,795</u>	<u>635,115</u>	<u>645,815</u>
Total Budget	<u>1,882,944</u>	<u>2,040,605</u>	<u>2,219,800</u>	<u>2,266,930</u>

**DEPARTMENT PRIORITIES**

- Not Applicable

**MAJOR BUDGET IMPACTS**

- Center for the Arts: Management fee increase based on 1.6% CPI increase
- Center for the Arts: Increase in the amount projected for the cost of gas and electricity
- Increase in internal service charges is primarily due to increase in building maintenance charges

**CITY OF ESCONDIDO  
 FY 2016-17 Operating Budget  
 Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>	<u>2016-17 STAFF SUPPORT</u>	<u>2016-17 TOTAL FUNDING</u>
<b>5131-001-705 COMMUNITY RELATIONS</b>				
<b>COMMUNITY EVENT DIRECT SUPPORT</b>				
Community Fireworks	31,300	15,000	16,300	31,300
Downtown Business Association-Cruising Grand	15,600	0	15,600	15,600
Jaycee's Christmas Parade	<u>44,270</u>	<u>13,000</u>	<u>31,270</u>	<u>44,270</u>
<b>TOTAL, COMMUNITY RELATIONS</b>	<b>91,170</b>	<b>28,000</b>	<b>63,170</b>	<b>91,170</b>

**CITY OF ESCONDIDO  
 FY 2016-17 Operating Budget  
 Line Item Detail**

	<u>2015-16</u> <u>REVISED</u>	<u>2016-17</u> <u>BUDGET</u>
<b>001-140 CENTER FOR THE ARTS</b>		
5131-001-140 PROFESSIONAL SERVICES/CONTRACTS		
Management Fee	714,290	725,720
5170-001-140 UTILITIES		
Gas & Electric	775,000	800,000
5525-001-140 LOAN PRINCIPAL EXPENSE		
SDG&E Energy Projects Loan	4,225	4,225
<b>TOTAL, M &amp; O</b>	<b>1,493,515</b>	<b>1,529,945</b>
5125-001-140 BUILDING MAINTENANCE	533,175	547,370
5172-001-140 TELECOMMUNICATIONS	45,200	39,570
5178-001-140 OFFICE AUTOMATION	56,740	58,875
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>635,115</b>	<b>645,815</b>
<b>TOTAL, CENTER FOR THE ARTS</b>	<b>2,128,630</b>	<b>2,175,760</b>



# Special Revenue Funds



**CITY OF ESCONDIDO  
 FY 2016-17 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 a transfer from the General Fund.

**Sources of Funds:**

	<b>2016-17</b>	<b>2017-18</b>
Transfer from General Fund	\$ 95,225	\$ 101,625
Interest	200	200
<b>TOTAL, Sources</b>	<b>\$ 95,425</b>	<b>\$ 101,825</b>

**Uses of Funds:**

Operating Budget		
Maintenance and Operations	\$ 12,715	\$ 13,965
Allocations	82,710	87,860
<b>TOTAL, Uses</b>	<b>\$ 95,425</b>	<b>\$ 101,825</b>

**CITY OF ESCONDIDO  
 FY 2016-17 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. Funding is provided by a transfer from the General Fund.

**BUDGET SUMMARY**

	<b>2013-14 Actual</b>	<b>2014-15 Actual</b>	<b>2015-16 Revised</b>	<b>2016-17 Budget</b>
<b>BUDGET:</b>				
Maintenance & Operations	7,327	14,205	12,200	12,715
Allocations (Net)	<u>67,300</u>	<u>75,385</u>	<u>78,400</u>	<u>82,710</u>
Total Budget	<u>74,627</u>	<u>89,590</u>	<u>90,600</u>	<u>95,425</u>

**DEPARTMENT PRIORITIES**

- Maintain parking areas for safety and appearance

**MAJOR BUDGET IMPACTS**

- Increase in allocations in from the Streets department

**CITY OF ESCONDIDO  
 FY 2016-17 Operating Budget  
 Line Item Detail**

	<b>2015-16 REVISED</b>	<b>2016-17 BUDGET</b>
<b>107-409 VEHICLE PARKING DISTRICT</b>		
5101-107-409 OFFICE & OPERATING SUPPLIES	200	200
5170-107-409 UTILITIES		
Electric	5,700	6,215
5171-107-409 WATER	6,300	6,300
<b>TOTAL, M &amp; O</b>	<b>12,200</b>	<b>12,715</b>
<b>SUBTOTAL, VEHICLE PARKING DISTRICT</b>	<b>12,200</b>	<b>12,715</b>
5901-107-409 ALLOCATED IN		
Maintenance-Streets	78,400	82,710
<b>TOTAL, VEHICLE PARKING DISTRICT</b>	<b>90,600</b>	<b>95,425</b>



**CITY OF ESCONDIDO  
 FY 2016-17 Operating Budget  
 Special Revenue Fund Sources and Uses**

**COMMUNITY SERVICES**

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>2016-17</b>	<b>2017-18</b>
Golf Course Revenue:		
Interest on Loans	\$ 4,300	\$ 4,300
Rent & Additional Compensations	330,000	330,000
Other Revenue:		
Fees for Service	1,700,945	1,700,945
Investment Income	6,200	6,200
EVCC Rental Spaces	272,230	272,230
Cellular Antenna Site Rental	126,590	126,590
ASES Grant	825,185	825,185
Transfer from General Fund	223,100	223,100
Use of Available Fund Balance	36,285	36,285
<b>TOTAL, Sources</b>	<b><u>\$ 3,524,835</u></b>	<b><u>\$ 3,524,835</u></b>

<b><u>Uses of Funds:</u></b>		
ASES Operating Budget	\$ 825,185	\$ 825,185
Recreation Operating Budget:		
Employee Services	1,471,160	1,471,160
Maintenance and Operations	532,255	532,255
Internal Service Charges	591,475	591,475
Allocations	104,760	104,760
<b>TOTAL, Uses</b>	<b><u>\$ 3,524,835</u></b>	<b><u>\$ 3,524,835</u></b>

**CITY OF ESCONDIDO  
 FY 2016-17 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>2013-14 Actual</b>	<b>2014-15 Actual</b>	<b>2015-16 Revised</b>	<b>2016-17 Budget</b>
<b>STAFFING:</b>				
Regular Full-Time	4.0	4.0	3.0	0.0
Temporary Part-Time (FTE)	1.0	1.0	1.0	0.0
Department Total	<u>5.0</u>	<u>5.0</u>	<u>4.0</u>	<u>0.0</u>
<b>BUDGET:</b>				
Employee Services	401,123	312,721	342,615	0
Maintenance & Operations	1,602	1,832	4,130	0
Internal Service Charges	106,580	114,585	121,775	0
Allocations (Net)	(29,279)	(38,100)	(34,160)	0
Total Budget	<u>480,026</u>	<u>391,038</u>	<u>434,360</u>	<u>0</u>

**DEPARTMENT PRIORITIES**

- Not applicable

**MAJOR BUDGET IMPACTS**

- This department has been combined with the Recreation department 102 in order to accurately develop and monitor these budgets

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>112-101 COMMUNITY SERVICES/ADMINISTRATION</b>		
5001-112-101 REGULAR FULL-TIME		
0 Assistant Director of Community Services (to 112-102)	101,430	0
0 Administrative Coordinator (to 112-102)	56,415	0
0 Customer Service Representative II (to 112-102)	44,070	0
Vacation Contingency	2,730	0
Budget Adjustment - MOU Agreement (07-10)	880	0
	205,525	0
5004-112-101 TEMPORARY PART-TIME		
Department Specialist w/PERS	20,000	0
5020-112-101 OVERTIME	5,000	0
EMPLOYEE OVERHEAD:		
5025-112-101 OTHER EMPLOYEE OVERHEAD		
Other Employee Overhead	8,310	0
Budget Adjustment - MOU Agreement (07-10)	15	0
	8,325	0
5026-112-101 PERS		
PERS	63,955	0
Budget Adjustment - MOU Agreement (07-10)	255	0
	64,210	0
5027-112-101 MEDICAL	28,210	0
5028-112-101 WORKERS' COMPENSATION		
Workers' Compensation	2,595	0
Budget Adjustment - MOU Agreement (07-10)	35	0
	2,630	0
5030-112-101 FLEXIBLE BENEFITS	8,715	0
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>342,615</b>	<b>0</b>

**CITY OF ESCONDIDO  
 FY 2016-17 Operating Budget  
 Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>112-101 COMMUNITY SERVICES/ADMINISTRATION</b>		
5101-112-101 OFFICE/OPERATING SUPPLIES		
Miscellaneous Supplies	2,000	0
5126-112-101 MAINTENANCE OF EQUIPMENT		
Office Equipment	380	0
5160-112-101 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	1,500	0
5166-112-101 OTHER DUPLICATING		
Business Cards/Numbered Receipts, etc.	250	0
<b>TOTAL, M &amp; O</b>	<b>4,130</b>	<b>0</b>
5125-112-101 BUILDING MAINTENANCE	68,850	0
5165-112-101 DUPLICATING	665	0
5172-112-101 TELECOMMUNICATIONS	5,620	0
5175-112-101 MAIL SERVICES	5,450	0
5178-112-101 OFFICE AUTOMATION	12,075	0
5183-112-101 INSURANCE		
General Liability Insurance	5,590	0
Property Insurance	23,525	0
	29,115	0
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>121,775</b>	<b>0</b>
<b>SUBTOTAL, COMMUNITY SERVICES/ADMINISTRATION</b>	<b>468,520</b>	<b>0</b>

**CITY OF ESCONDIDO  
 FY 2016-17 Operating Budget  
 Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>112-101 COMMUNITY SERVICES/ADMINISTRATION</b>		
5901-112-101 ALLOCATED IN		
Library-Director	47,570	0
5902-112-101 ALLOCATED OUT		
Older Adult Services	(36,590)	0
Library-Support	(45,140)	0
	(81,730)	0
 <b>TOTAL, COMMUNITY SERVICES/ADMINISTRATION</b>	 <b>434,360</b>	 <b>0</b>

**CITY OF ESCONDIDO  
FY 2016-17 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>2013-14 Actual</b>	<b>2014-15 Actual</b>	<b>2015-16 Revised</b>	<b>2016-17 Budget</b>
<b>STAFFING:</b>				
Regular Full-Time	8.0	7.0	7.0	8.0
Contract Grant Funded	2.0	0.0	0.0	0.0
Regular Part-Time (FTE)	3.0	3.0	3.0	3.0
Temporary Part-Time (FTE)	59.0	23.5	20.9	20.7
Department Total	<u>72.0</u>	<u>33.5</u>	<u>30.9</u>	<u>31.7</u>
<b>BUDGET:</b>				
Employee Services	2,147,838	1,271,660	1,297,555	1,471,160
Maintenance & Operations	660,050	499,657	545,590	532,255
Internal Service Charges	465,660	471,326	432,400	591,475
Allocations (Net)	11,866	93,167	179,225	104,760
Total Budget	<u>3,285,414</u>	<u>2,335,810</u>	<u>2,454,770</u>	<u>2,699,650</u>

**DEPARTMENT PRIORITIES**

- Enhance the quality of life for the Escondido community through the provision of high-quality programs, classes and services, focusing on healthy, innovative and educational opportunities
- Continue to develop and exercise effective methods to increase revenues to cover all expenses of high quality programs, classes and services for the Escondido community
- Utilize other available grant funds to maintain and enhance the parks and facilities this department uses to provide programs and classes
- Collaborate with local and other sports leagues to offer a variety of sporting events and tournaments that promote a healthy and fun environment for Escondido's youth and families; providing a positive impact to the City's economic development

**MAJOR BUDGET IMPACTS**

- Department 101 - Community Services/ Admin was combined with this department in order to accurately develop and monitor these budgets
- Reorganization of positions
- Decrease in other expenses
- Increase in internal service charges is primarily due to increase in building maintenance and office automation charges
- Overall, when 2015-16 budget totals are combined for departments 101 & 102 and compared to 2016-17, this budget has decreased by approximately \$200,000

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<b>2015-16 REVISED</b>	<b>2016-17 BUDGET</b>
<b>112-102 COMMUNITY SERVICES/RECREATION</b>		
5001-112-102 REGULAR FULL-TIME		
0 Customer Service Rep II	44,070	0
1 Recreation Coordinator	41,000	43,855
0 Recreation Technician III	49,060	0
1 Supervisor I	56,110	57,230
1 Supervisor II/III's (1 to 001-105)	179,980	59,045
1 Administrative Coordinator (from 112-101)	0	52,405
1 Assistant Director of Community Services (from 112-101)	0	91,540
1 Community Services Manager (from 001-105)	0	77,375
1 Customer Service Representative II (from 112-101)	0	44,950
1 Sr. Maintenance Technician	0	58,860
Vacation Contingency	1,200	3,930
Bilingual Pay	2,600	1,625
Budget Adjustment - MOU Agreement (07-02, 07-09, 07-10)	10,175	0
	384,195	490,815
5003-112-102 REGULAR PART-TIME		
4 Recreation Coordinators (.75)	127,485	131,565
5004-112-102 TEMPORARY PART-TIME		
Department Specialist w/PERS (from 101)	0	24,320
Temporary Part-Time w/PARS	333,535	326,500
Temporary Part-Time w/PERS	84,670	63,615
	418,205	414,435
5020-112-102 OVERTIME		
Comp Time Contingency	8,000	8,000
Miscellaneous	10,000	10,000
	18,000	18,000
EMPLOYEE OVERHEAD:		
5025-112-102 OTHER EMPLOYEE OVERHEAD		
Other Employee Overhead	31,455	33,480
Budget Adjustment - MOU Agreement (07-02, 07-09, 07-10)	175	0
	31,630	33,480

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>112-102 COMMUNITY SERVICES/RECREATION</b>		
5026-112-102 PERS		
PERS	167,835	210,085
Budget Adjustment - MOU Agreement (07-02, 07-09, 07-10)	<u>2,935</u>	<u>0</u>
	170,770	210,085
5027-112-102 MEDICAL	91,015	103,230
5028-112-102 WORKERS' COMPENSATION		
Workers' Compensation	47,495	53,090
Budget Adjustment - MOU Agreement (07-02, 07-09, 07-10)	<u>585</u>	<u>0</u>
	48,080	53,090
5030-112-102 FLEXIBLE BENEFITS		
Workers' Compensation	8,080	16,460
Budget Adjustment - MOU Agreement (07-02, 07-09, 07-10)	<u>95</u>	<u>0</u>
	8,175	16,460
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>1,297,555</b>	<b>1,471,160</b>
5101-112-102 OFFICE/OPERATING SUPPLIES		
Aquatics	6,500	10,500
Contract Classes	700	600
EVCC	6,000	6,000
On Track Paid Sites	4,000	4,000
Sports	21,500	23,000
Sports Center	47,300	38,390
Summer Day Camp	2,500	2,500
Tiny Tots	2,500	2,000
Administrative Operating Supplies	0	2,000
Budget Adjustment - SDG&E Grant Learn to Swim (07-01)	<u>5,000</u>	<u>0</u>
	96,000	88,990
5126-112-102 MAINTENANCE OF EQUIPMENT		
Ball field Light Systems	4,000	4,000
Office Equipment Maintenance Contracts	2,000	2,380
Sports Center - Zamboni	<u>2,000</u>	<u>2,000</u>
	8,000	8,380

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<b>2015-16 REVISED</b>	<b>2016-17 BUDGET</b>
<b>112-102 COMMUNITY SERVICES/RECREATION</b>		
5131-112-102 PROFESSIONAL SERVICES/CONTRACTS		
Adult Softball Umpire Contract	6,800	4,200
Aquatics	1,400	6,450
Contractual Class Instructors	103,885	106,080
Day Camps	6,000	6,750
ESC Hockey Contracts	6,000	6,000
EVCC	1,800	2,450
Miscellaneous	15,000	15,000
Musco Lighting Control System	4,800	4,800
Security/Fire Alarm - Progressive Technology	7,945	6,455
Security/Fire Alarm Repairs	500	500
	154,130	158,685
5160-112-102 TRAINING AND MEETINGS		
Aquatics	950	1,200
EVCC	200	0
Seminars, Conferences, Workshops	1,200	1,200
	2,350	2,400
5162-112-102 DUES AND SUBSCRIPTIONS		
Aquatics	950	150
Learning Educational Resources Network	395	450
License Fees - SESAC, BMI, ASCAP, MPLC	6,300	6,300
Professional Associations Memberships - CPRS	625	625
	8,270	7,525
5166-112-102 OTHER DUPLICATING		
Outside Duplicating-Business Cards, Numbered Receipts, etc.	3,900	250
5167-112-102 ADVERTISING AND PRINTING		
Day Camp, Tiny tots & After School Program	1,000	1,000
Presort and Postage, Quarterly Brochures	49,300	50,500
Sports Center Advertising	1,335	0
	51,635	51,500

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>112-102 COMMUNITY SERVICES/RECREATION</b>		
5170-112-102 UTILITIES		
East Valley Community Center	31,690	35,930
Mathes Community Center	9,460	10,040
Oak Hill Activity Center	555	2,370
Solar EVCC	48,565	48,040
Solar KCP-1	33,630	34,110
Sports Center	31,580	35,860
Woodward Tiny Tot Facility	3,190	2,950
	<u>158,670</u>	<u>169,300</u>
5173-112-102 OTHER TELEPHONE		
Cellular Phone Use	2,400	2,240
5190-112-102 OTHER EXPENSE		
Aquatics - ACE	10,300	0
Day Camps	17,000	10,050
Golf Course Lease Payment	27,750	27,750
	<u>55,050</u>	<u>37,800</u>
5525-112-102 LOAN PRINCIPAL EXPENSE		
SDG&E Energy Projects Loan	5,185	5,185
<b>TOTAL, M &amp; O</b>	<b>545,590</b>	<b>532,255</b>
5125-112-102 BUILDING MAINTENANCE	265,650	376,300
5164-112-102 FLEET SERVICES	21,960	24,215
5165-112-102 DUPLICATING	37,060	35,005
5172-112-102 TELECOMMUNICATIONS	26,975	32,130
5175-112-101 MAIL SERVICES	0	2,150
5178-112-102 OFFICE AUTOMATION	28,185	43,965

**CITY OF ESCONDIDO  
 FY 2016-17 Operating Budget  
 Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>112-102 COMMUNITY SERVICES/RECREATION</b>		
5183-112-102 INSURANCE		
General Liability Insurance	44,840	46,800
Property Insurance	7,730	30,910
	<u>52,570</u>	<u>77,710</u>
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>432,400</b>	<b>591,475</b>
<b>SUBTOTAL, COMMUNITY SERVICES/RECREATION</b>	<b>2,275,545</b>	<b>2,594,890</b>
5901-112-102 ALLOCATED IN		
Information Systems-Data Processing	6,525	4,175
Successor Agency-Housing	11,225	12,150
Library	3,185	69,460
Community Services/ASES (On Track-40007)	88,945	90,125
Community Services/ASES (Camp-40010)	64,525	45,155
Community Services/ASES (Tiny Tots-40022)	4,820	10,130
	<u>179,225</u>	<u>231,195</u>
5902-112-101 ALLOCATED OUT		
CDBG Capital Projects - Learn to Swim	0	(24,000)
Library-Support	0	(46,400)
Older Adult Services	0	(36,590)
Senior Nutrition	0	(19,445)
	<u>0</u>	<u>(126,435)</u>
<b>TOTAL, COMMUNITY SERVICES/RECREATION</b>	<b>2,454,770</b>	<b>2,699,650</b>

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Department Summary**

**COMMUNITY SERVICES/ASES**

**Description:** This department was established to account for transactions related to the ASES Grant provided by the State. The resources are expended for the On Track after school program serving approximately 775 students per month.

**BUDGET SUMMARY**

	<b>2013-14 Actual</b>	<b>2014-15 Actual</b>	<b>2015-16 Revised</b>	<b>2016-17 Budget</b>
<b>STAFFING:</b>				
Contract Grant Funded	0.0	2.0	2.0	2.0
Temporary Part-Time (FTE)	0.0	30.7	28.8	26.8
Department Total	0.0	32.7	30.8	28.8
<b>BUDGET:</b>				
Employee Services	0	706,050	871,910	823,430
Maintenance & Operations	0	165,686	60,205	61,070
Internal Service Charges	0	37,569	75,175	86,095
Allocations (Net)	0	(95,777)	(158,290)	(145,410)
Total Budget	0	813,528	849,000	825,185

**DEPARTMENT PRIORITIES**

- To provide a safe after-school environment where students can continue to receive high-quality tutoring and/or homework assistance on core academic subjects
- To offer a variety of additional services, programs and activities that complements and supports the School District's academic program
- To enhance the student's appreciation of STEM (Science, Technology, Engineering and Math) education through exciting and interactive programs

**MAJOR BUDGET IMPACTS**

- Decrease in temporary part-time positions
- Increase in internal service charges is primarily due to increase in building maintenance and office automation charges

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>112-111 COMMUNITY SERVICES/ASES</b>		
5002-112-111 GRANT FUNDED POSITIONS		
1 Supervisor I	54,215	57,230
1 Supervisor II/III	55,980	57,625
Budget Adjustment - MOU Agreement (07-09)	2,445	0
	112,640	114,855
 5004-112-111 TEMPORARY PART-TIME		
Grant Funded PT Staff w/PARS	246,480	252,220
Grant Funded PT Staff w/PERS	213,715	181,750
Temporary Part-Time w/PARS (Camp & Paid Sites)	65,845	50,820
Temporary Part-Time w/PERS (Camp & Paid Sites)	50,390	51,340
	576,430	536,130
 EMPLOYEE OVERHEAD:		
5025-112-111 OTHER EMPLOYEE OVERHEAD		
Other Employee Overhead	14,000	13,500
Budget Adjustment - MOU Agreement (07-09)	40	0
	14,040	13,500
 5026-112-111 PERS		
PERS	107,875	107,170
Budget Adjustment - MOU Agreement (07-09)	705	0
	108,580	107,170
 5027-112-111 MEDICAL	20,040	5,410
 5028-112-111 WORKERS' COMPENSATION		
Workers' Compensation	33,625	42,385
Budget Adjustment - MOU Agreement (07-09)	175	0
	33,800	42,385
 5030-112-111 FLEXIBLE BENEFITS		
Flexible Benefits	3,885	3,980
Budget Adjustment - MOU Agreement (07-09)	50	0
	3,935	3,980
 <b>TOTAL, EMPLOYEE SERVICES</b>	 <b>871,910</b>	 <b>823,430</b>

**CITY OF ESCONDIDO  
 FY 2016-17 Operating Budget  
 Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>112-111 COMMUNITY SERVICES/ASES</b>		
5101-112-111 OFFICE/OPERATING SUPPLIES		
Grant Funded On Track Supplies	17,000	17,000
5126-112-111 MAINTENANCE OF EQUIPMENT		
On Track - Grant Funded	100	100
5131-112-111 PROFESSIONAL SERVICES/CONTRACTS		
Grant Funded Contracts/Services	27,735	29,000
Oak Hill Alarm Monitor (10 month)	600	600
	<u>28,335</u>	<u>29,600</u>
5160-112-111 TRAINING AND MEETINGS		
On Track - Grant Funded	1,500	2,000
5162-112-111 DUES AND SUBSCRIPTIONS		
On Track - Grant Funded CPRS	475	500
5167-112-111 ADVERTISING AND PRINTING	1,500	1,500
5170-112-111 UTILITIES		
Oak Hill Activity Center	2,795	2,370
5173-112-111 OTHER TELEPHONE		
Grant Funded Cellular Phone Use	8,500	8,000
<b>TOTAL, M &amp; O</b>	<b>60,205</b>	<b>61,070</b>
5125-112-111 BUILDING MAINTENANCE	23,135	36,730
5165-112-111 DUPLICATING	11,710	6,525
5172-112-111 TELECOMMUNICATIONS	6,745	6,645
5178-112-111 OFFICE AUTOMATION	5,370	9,325

**CITY OF ESCONDIDO  
 FY 2016-17 Operating Budget  
 Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>112-111 COMMUNITY SERVICES/ASES</b>		
5183-112-111 INSURANCE		
General Liability Insurance	28,030	26,280
Property Insurance	185	590
	<u>28,215</u>	<u>26,870</u>
 <b>TOTAL, INTERNAL SERVICE CHARGES</b>	 <b>75,175</b>	 <b>86,095</b>
 <b>SUBTOTAL, COMMUNITY SERVICES/ASES</b>	 <b>1,007,290</b>	 <b>970,595</b>
 5902-112-111 ALLOCATED OUT		
Community Services/Recreation (On Track-40007)	(88,945)	(90,125)
Community Services/Recreation (Camp-40010)	(64,525)	(45,155)
Community Services/Recreation (Tiny Tots-40022)	(4,820)	(10,130)
	<u>(158,290)</u>	<u>(145,410)</u>
 <b>TOTAL, COMMUNITY SERVICES/ASES</b>	 <b>849,000</b>	 <b>825,185</b>



**CITY OF ESCONDIDO  
 FY 2016-17 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>2016-17</b>	<b>2017-18</b>
Green Fees	\$ 480,625	\$ 480,625
Cart Rental	143,755	143,755
Golf Merchandise Sales	31,095	31,095
Food and Beverage Rent	6,865	6,865
Other Revenue	2,055	2,055
<b>TOTAL, Sources</b>	<b><u>\$ 664,395</u></b>	<b><u>\$ 664,395</u></b>

<b><u>Uses of Funds:</u></b>		
<u>Operating Budget</u>		
Maintenance and Operations	\$ 664,395	\$ 664,395
<b>TOTAL, Uses</b>	<b><u>\$ 664,395</u></b>	<b><u>\$ 664,395</u></b>

**CITY OF ESCONDIDO  
FY 2016-17 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>2013-14 Actual</b>	<b>2014-15 Actual</b>	<b>2015-16 Revised</b>	<b>2016-17 Budget</b>
<b>BUDGET:</b>				
Maintenance & Operations	633,225	627,320	663,890	664,395

**DEPARTMENT PRIORITIES**

- Increase revenue and reduce costs
- Determine ways to expand the use of the golf course and bring in a new customer base, such as adding a FootGolf course to the front nine holes

**MAJOR BUDGET IMPACTS**

- None

**CITY OF ESCONDIDO  
 FY 2016-17 Operating Budget  
 Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>553-130 REIDY CREEK GOLF COURSE</b>		
5118-553-130 MISCELLANEOUS MOTIVE		
Golf Carts Lease	5,290	6,145
5131-553-130 PROFESSIONAL SERVICES		
Golf Course Management Fees	76,375	79,230
5155-553-130 GOLF SHOP OPERATIONS		
Golf Course Operation Expenses	166,075	164,770
5156-553-130 GOLF COURSE MAINTENANCE	324,890	325,190
5157-553-130 GOLF COURSE GENERAL AND ADMIN	67,305	62,350
5158-553-130 GOLF COURSE MERCHANDISE		
Golf Course Shop Merchandise	18,795	21,145
5169-553-130 OTHER INSURANCE	5,160	5,565
<b>TOTAL, M &amp; O</b>	<b>663,890</b>	<b>664,395</b>
<b>TOTAL, REIDY CREEK GOLF COURSE</b>	<b>663,890</b>	<b>664,395</b>



**CITY OF ESCONDIDO  
 FY 2016-17 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>2016-17</b>	<b>2017-18</b>
Grant	\$ 1,514,995	\$ 1,514,995
<b>TOTAL, Sources</b>	<b>\$ 1,514,995</b>	<b>\$ 1,514,995</b>

**Uses of Funds:**

<u>Operating Budget</u>		
Employee Services	\$ 343,530	\$ 343,530
Maintenance and Operations	19,450	19,450
Internal Service Charges	41,525	41,525
Allocations	(135,550)	(135,550)
<b>TOTAL, Operating Budget</b>	<b>268,955</b>	<b>268,955</b>
CDBG Capital Projects	984,750	984,750
CDBG Public Service and Fair Housing	261,290	261,290
<b>TOTAL, Uses</b>	<b>\$ 1,514,995</b>	<b>\$ 1,514,995</b>

**CITY OF ESCONDIDO  
FY 2016-17 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>2013-14 Actual</b>	<b>2014-15 Actual</b>	<b>2015-16 Revised</b>	<b>2016-17 Budget</b>
<b>STAFFING:</b>				
Regular Full-Time	4.0	4.0	4.0	4.0
Temporary Part-Time (FTE)	1.1	1.1	0.0	0.0
Department Total	<u>5.1</u>	<u>5.1</u>	<u>4.0</u>	<u>4.0</u>
<b>BUDGET:</b>				
Employee Services	320,275	313,837	328,390	343,530
Maintenance & Operations	9,962	12,997	19,450	19,450
Internal Service Charges	35,040	37,085	39,345	41,525
Allocations (Net)	(96,754)	(121,136)	(120,080)	(135,550)
Total Budget	<u>268,523</u>	<u>242,783</u>	<u>267,105</u>	<u>268,955</u>

**DEPARTMENT PRIORITIES**

- Continue Neighborhood Outreach programs
- Support and expand neighborhood groups and the development of neighborhood leaders
- Continue the successful Project NEAT, Code Enforcement, Graffiti eradication efforts and Neighborhood transformation Project (NTP)
- Continue neighborhood street improvement projects
- Implement One-Year Action Plan consistent with the Five-Year Consolidated Plan

**MAJOR BUDGET IMPACTS**

- Increase in salaries and PERS costs
- Increase in internal service charges is primarily due to increase in building maintenance and duplicating charges
- CDBG grant award amount is projected to increase by \$12,000

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<b>2015-16 REVISED</b>	<b>2016-17 BUDGET</b>
<b>116-109 CDBG ADMIN</b>		
5002-116-109 CONTRACT AND GRANT FUNDED POSITIONS		
1 Program Administrator	63,790	65,065
2 Department Assistants	80,845	85,470
1 Management Analyst	52,465	53,515
Bilingual Pay	4,550	5,200
Vacation Contingency	2,600	2,600
	204,250	211,850
EMPLOYEE OVERHEAD:		
5025-116-109 OTHER EMPLOYEE OVERHEAD	9,005	10,260
5026-116-109 PERS	58,115	64,450
5027-116-109 MEDICAL	42,720	42,590
5028-116-109 WORKERS' COMPENSATION	1,615	1,400
5030-116-109 FLEXIBLE BENEFITS	12,685	12,980
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>328,390</b>	<b>343,530</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		
Consultant Services	2,000	2,000
Neighborhood Leadership Training	5,000	4,100
Translation Services	400	400
	7,400	6,500

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>116-109 CDBG ADMIN</b>		
5160-116-109 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	1,000	1,500
5161-116-109 MILEAGE REIMBURSEMENT		
Miscellaneous	1,500	1,000
5162-116-109 DUES AND SUBSCRIPTIONS		
Technical Assistance Publications	750	750
5166-116-109 OTHER DUPLICATING	500	500
5167-116-109 ADVERTISING AND PRINTING		
Advertisements	800	950
Legal Notices	800	950
Miscellaneous	250	1,100
	<u>1,850</u>	<u>3,000</u>
5173-116-109 OTHER TELEPHONE		
Cellular Phone Service	2,500	1,000
5190-116-109 OTHER EXPENSE		
Community Events	1,000	2,000
Environmental Reviews	500	500
Neighborhood Porch Equipment	250	500
	<u>1,750</u>	<u>3,000</u>
<b>TOTAL, M &amp; O</b>	<b>19,450</b>	<b>19,450</b>
5125-116-109 BUILDING MAINTENANCE	10,625	11,500
5164-116-109 FLEET SERVICES	1,605	2,020
5165-116-109 DUPLICATING	3,420	4,170
5172-116-109 TELECOMMUNICATIONS	845	975
5175-116-109 MAIL SERVICES	1,475	1,100

**CITY OF ESCONDIDO  
 FY 2016-17 Operating Budget  
 Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>116-109 CDBG ADMIN</b>		
5178-116-109 OFFICE AUTOMATION	7,970	7,910
5183-116-109 INSURANCE		
General Liability Insurance	12,205	12,665
Property Insurance	1,200	1,185
	<u>13,405</u>	<u>13,850</u>
 <b>TOTAL, INTERNAL SERVICE CHARGES</b>	 <b>39,345</b>	 <b>41,525</b>
 <b>SUBTOTAL, CDBG/ADMIN</b>	 <b>387,185</b>	 <b>404,505</b>
 5901-116-109 ALLOCATED IN		
City Council	5,120	5,535
City Manager	16,565	17,105
Video Services	465	440
Finance	43,660	44,920
Human Resources	4,795	4,940
	<u>70,605</u>	<u>72,940</u>
 5902-116-109 ALLOCATED OUT		
Neighborhood Services-CDBG Capital Projects	(190,685)	(208,490)
 <b>TOTAL, CDBG ADMIN</b>	 <b>267,105</b>	 <b>268,955</b>



**CITY OF ESCONDIDO  
 FY 2016-17 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>2016-17</b>	<b>2017-18</b>
Assessments	\$ 797,365	\$ 797,365
Charges to Departments	5,955	5,955
Use of Available Fund Balance	236,150	236,150
<b>TOTAL, Sources</b>	<b><u>\$ 1,039,470</u></b>	<b><u>\$ 1,039,470</u></b>

<b><u>Uses of Funds:</u></b>		
<u>Operating Budget</u>		
Maintenance and Operations	\$ 872,080	\$ 872,080
Internal Service Charges	3,400	3,400
Allocations	163,990	163,990
<b>TOTAL, Uses</b>	<b><u>\$ 1,039,470</u></b>	<b><u>\$ 1,039,470</u></b>

**CITY OF ESCONDIDO  
FY 2016-17 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>2013-14 Actual</b>	<b>2014-15 Actual</b>	<b>2015-16 Revised</b>	<b>2016-17 Budget</b>
<b>BUDGET:</b>				
Maintenance & Operations	529,237	510,911	786,165	872,080
Internal Service Charges	2,490	2,545	3,185	3,400
Allocations (Net)	<u>140,200</u>	<u>184,155</u>	<u>154,665</u>	<u>163,990</u>
Total Budget	671,927	697,611	944,015	1,039,470

**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**

- Decrease in water costs due to mandated water restrictions
- Increase in professional services primarily due to purchase of more drought tolerant landscaping

**CITY OF ESCONDIDO  
 FY 2016-17 Operating Budget  
 Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>126-795 LANDSCAPE MAINTENANCE DISTRICT</b>		
5131-126-795    PROFESSIONAL SERVICES	410,465	502,090
5170-126-795    UTILITIES		
Electricity	8,350	9,090
5171-126-795    WATER	367,350	360,900
<b>TOTAL, M &amp; O</b>	<b>786,165</b>	<b>872,080</b>
5183-126-795    INSURANCE		
General Liability Insurance	3,185	3,400
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>3,185</b>	<b>3,400</b>
<b>SUBTOTAL, LANDSCAPE MAINTENANCE DISTRICT</b>	<b>789,350</b>	<b>875,480</b>
5901-126-795    ALLOCATED IN		
Finance	7,030	6,920
Engineering	91,645	92,265
Maintenance/Parks	55,990	64,805
	154,665	163,990
<b>TOTAL, LANDSCAPE MAINTENANCE DISTRICT</b>	<b>944,015</b>	<b>1,039,470</b>



**CITY OF ESCONDIDO  
 FY 2016-17 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.

<b><u>Sources of Funds:</u></b>	<b>2016-17</b>	<b>2017-18</b>
Loan Repayments	\$ 375,000	\$ 375,000
Transfer from General Fund	25,000	25,000
Advance Payback from Successor Agency-Redevelopment	1,333,225	-
CalHOME Grant	1,812,000	800,000
Interest	6,000	6,000
<b>TOTAL, Sources</b>	<b><u>\$ 3,551,225</u></b>	<b><u>\$ 1,206,000</u></b>

<b><u>Uses of Funds:</u></b>		
<u>Operating Budget</u>		
Employee Services	\$ 411,485	\$ 411,485
Maintenance and Operations	154,000	154,000
Internal Service Charges	29,595	29,595
Allocations	(164,670)	(164,670)
<b>TOTAL, Operating Budget</b>	<b><u>430,410</u></b>	<b><u>430,410</u></b>
Housing Programs/Future Development	1,388,550	55,325
CalHOME Grant-Rehabilitation Programs	1,732,265	720,265
<b>TOTAL, Uses</b>	<b><u>\$ 3,551,225</u></b>	<b><u>\$ 1,206,000</u></b>

**CITY OF ESCONDIDO  
FY 2016-17 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>2013-14 Actual</b>	<b>2014-15 Actual</b>	<b>2015-16 Revised</b>	<b>2016-17 Budget</b>
<b>STAFFING:</b>				
Regular Full-Time	4.0	3.0	3.0	3.0
Grant Funded	0.0	0.0	1.0	1.0
Department Total	<u>4.0</u>	<u>3.0</u>	<u>4.0</u>	<u>4.0</u>
<b>BUDGET:</b>				
Employee Services	423,476	306,393	393,660	411,485
Maintenance & Operations	339,099	285,888	153,000	154,000
Internal Service Charges	44,930	34,370	35,090	29,595
Allocations (Net)	<u>(260,532)</u>	<u>(125,704)</u>	<u>(143,935)</u>	<u>(164,670)</u>
Total Budget	546,973	500,947	437,815	430,410

**DEPARTMENT PRIORITIES**

- Continue to provide the highest level of customer service
- Implement direction from the City Council on Successor Housing Agency 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**

- Increase in salaries, workers' compensation and PERS costs
- Decrease in the amount projected for rental subsidies due to transition from the City's program to HUD Section 8
- Increase in professional services contracts primarily for financial analysis consultant and lead based paint program
- Decrease in internal service charges is primarily due to decrease in telecommunications and office automation charges

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>281-081 SUCCESSOR AGENCY-HOUSING</b>		
5001-281-081 REGULAR FULL-TIME		
1 Associate Planner	73,225	74,690
0 Management Analyst II	80,490	0
1 Program Coordinator	62,270	63,515
1 Housing Manager	0	86,210
Bilingual Pay	0	1,950
Budget Adjustment - MOU Agreement (07-09, 07-10)	2,710	0
	218,695	226,365
5002-281-081 GRANT FUNDED POSITIONS		
1 Program Assistant	46,360	46,650
EMPLOYEE OVERHEAD:		
5025-281-001 OTHER EMPLOYEE OVERHEAD		
Other Employee Overhead	10,950	10,985
Budget Adjustment - MOU Agreement (07-09, 07-10)	45	0
	10,995	10,985
5026-281-081 PERS		
PERS	75,605	84,090
Budget Adjustment - MOU Agreement (07-09, 07-10)	780	0
	76,385	84,090
5027-281-081 MEDICAL		
	25,470	25,390
5028-281-081 WORKERS' COMPENSATION		
Workers' Compensation	8,845	11,025
Budget Adjustment - MOU Agreement (07-09, 07-10)	155	0
	9,000	11,025
5030-281-081 FLEXIBLE BENEFITS		
Flexible Benefits	6,725	6,980
Budget Adjustment - MOU Agreement (07-09, 07-10)	30	0
	6,755	6,980
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>393,660</b>	<b>411,485</b>

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

		<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>281-081</b>	<b>SUCCESSOR AGENCY-HOUSING</b>		
5101-281-081	OFFICE/OPERATING SUPPLIES	3,000	3,000
5126-281-081	MAINTENANCE OF EQUIPMENT	1,000	1,000
5131-281-081	PROFESSIONAL SERVICES/CONTRACTS		
	Compliance Services	15,000	16,000
	Financial Analysis Consultant	6,000	15,000
	Lead Based Paint Program	10,000	15,000
	Mortgage Certificate Credits (MCC)	6,000	5,000
	Pro 1099 Software (1098 Mortgage Interest)	300	300
		<u>37,300</u>	<u>51,300</u>
5136-281-081	RENTAL SUBSIDY	75,000	62,000
5139-281-081	OTHER BUILDING REPAIRS/MAINTENANCE		
	Estrada Property	25,000	25,000
5160-281-081	TRAINING AND MEETINGS		
	Seminars, Conferences, Workshops	2,000	2,000
5161-281-081	MILEAGE REIMBURSEMENT		
	Miscellaneous	1,000	1,000
5162-281-081	DUES AND SUBSCRIPTIONS		
	Professional Organizations	2,000	2,000
5167-281-081	ADVERTISING AND PRINTING		
	Public Hearing Notices, Miscellaneous	700	700
5190-281-081	OTHER EXPENSE		
	Rent Review Management-Postage & Printing	6,000	6,000
<b>TOTAL, M &amp; O</b>		<b>153,000</b>	<b>154,000</b>
5125-281-081	BUILDING MAINTENANCE	5,780	6,235
5165-281-081	DUPLICATING	3,770	3,070

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>281-081 SUCCESSOR AGENCY-HOUSING</b>		
5172-281-081 TELECOMMUNICATIONS	4,515	1,625
5175-281-081 MAIL SERVICES	5,975	5,005
5178-281-081 OFFICE AUTOMATION	9,400	6,660
5183-281-081 INSURANCE		
General Liability Insurance	3,610	4,980
Property Insurance	2,040	2,020
	<u>5,650</u>	<u>7,000</u>
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>35,090</b>	<b>29,595</b>
<b>SUBTOTAL, SUCCESSOR AGENCY-HOUSING</b>	<b>581,750</b>	<b>595,080</b>
5901-281-081 ALLOCATED IN		
Planning	55,920	59,075
5902-281-081 ALLOCATED OUT		
HOME	(89,295)	(115,860)
Mobilehome Park Management	(43,965)	(36,250)
Engineering-Grant Administration	(22,445)	(24,300)
Community Services/Recreation-Grant Administration	(11,225)	(12,150)
Public Art	(16,090)	(16,960)
Environmental Programs-Grant Administration	(5,615)	(6,075)
Wastewater-Grant Administration	(11,220)	(12,150)
	<u>(199,855)</u>	<u>(223,745)</u>
<b>TOTAL, SUCCESSOR AGENCY-HOUSING</b>	<b>437,815</b>	<b>430,410</b>



**CITY OF ESCONDIDO  
 FY 2016-17 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 Escondido Views mobilehome parks.

<b><u>Sources of Funds:</u></b>	<b>2016-17</b>	<b>2017-18</b>
Rental Income-Escondido Views	\$ 32,000	\$ 32,000
Rental Income-Mountain Shadows	167,000	167,000
Interest	400	400
<b>TOTAL, Sources</b>	<b>\$ 199,400</b>	<b>\$ 199,400</b>

<b><u>Uses of Funds:</u></b>		
Maintenance and Operations	\$ 160,800	\$ 160,800
Internal Service Charges	1,520	1,520
Allocations	36,250	36,250
<b>TOTAL, Operating Budget</b>	<b>198,570</b>	<b>198,570</b>
Add to Fund Balance	830	830
<b>TOTAL, Uses</b>	<b>\$ 199,400</b>	<b>\$ 199,400</b>

**CITY OF ESCONDIDO  
 FY 2016-17 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>2013-14 Actual</b>	<b>2014-15 Actual</b>	<b>2015-16 Revised</b>	<b>2016-17 Budget</b>
<b>BUDGET:</b>				
Maintenance & Operations	133,395	134,718	155,085	160,800
Internal Service Charges	850	1,050	1,530	1,520
Allocations (Net)	<u>43,160</u>	<u>47,505</u>	<u>43,965</u>	<u>36,250</u>
Total Budget	177,405	183,273	200,580	198,570

**DEPARTMENT PRIORITIES**

- Continue to manage City owned lots in the Mountain Shadows and Escondido Views mobilehome parks. The City currently (as of 5/2016) owns 25 lots in Mountain Shadows & 5 lots in Escondido Views
- 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 professional services primarily for tree trimming/removal & utilities

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>283-083 MOBILEHOME PARK MANAGEMENT</b>		
5101-283-083 OFFICE/OPERATING SUPPLIES	1,085	1,500
5131-283-083 PROFESSIONAL SERVICES		
Foreclosures/Evictions/Abandonments	500	500
HOA Dues - Escondido Views	12,500	13,500
HOA Dues - Mountain Shadows	60,000	56,500
Improvements	5,000	5,000
Meter Reading Services	1,800	1,800
Miscellaneous	1,500	1,500
Process Service (3/60's)	500	500
Tree Trimming/Removal	6,100	10,000
Utilities	62,000	65,500
	149,900	154,800
5167-283-083 ADVERTISING & PRINTING	100	500
5190-283-083 OTHER EXPENSE		
Possessory Interest Tax: Mountain Shadows	2,500	3,000
Possessory Interest Tax: The Views	1,500	1,000
	4,000	4,000
<b>TOTAL, M &amp; O</b>	<b>155,085</b>	<b>160,800</b>
5183-283-083 INSURANCE		
General Liability Insurance	725	725
Property Insurance	805	795
	1,530	1,520
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>1,530</b>	<b>1,520</b>
<b>SUBTOTAL, MOBILEHOME PARK MANAGEMENT</b>	<b>156,615</b>	<b>162,320</b>
5901-283-083 ALLOCATED IN		
Successor Agency-Housing	43,965	36,250
<b>TOTAL, MOBILEHOME PARK MANAGEMENT</b>	<b>200,580</b>	<b>198,570</b>



**CITY OF ESCONDIDO  
 FY 2016-17 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>2016-17</b>	<b>2017-18</b>
Grant	\$ 460,710	\$ 460,710
Interest	10,000	10,000
Loan Repayments	150,000	150,000
<b>TOTAL, Sources</b>	<b>\$ 620,710</b>	<b>\$ 620,710</b>

<b><u>Uses of Funds:</u></b>		
<u>Operating Budget</u>		
Maintenance and Operations	\$ 33,305	\$ 33,305
Internal Service Charges	905	905
Allocations	115,860	115,860
<b>TOTAL, Operating Budget</b>	<b>150,070</b>	<b>150,070</b>
Programs	470,640	470,640
<b>TOTAL, Uses</b>	<b>\$ 620,710</b>	<b>\$ 620,710</b>

**CITY OF ESCONDIDO  
 FY 2016-17 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>2013-14 Actual</b>	<b>2014-15 Actual</b>	<b>2015-16 Revised</b>	<b>2016-17 Budget</b>
<b>BUDGET:</b>				
Maintenance & Operations	105,352	116,631	33,450	33,305
Internal Service Charges	440	775	1,060	905
Allocations (Net)	<u>131,415</u>	<u>113,815</u>	<u>104,100</u>	<u>115,860</u>
Total Budget	237,207	231,221	138,610	150,070

**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**

- HOME grant award is projected to increase by \$30,000

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>284-084 HOME PROGRAM</b>		
5101-284-084 OFFICE/OPERATING SUPPLIES	2,150	3,000
5131-284-084 PROFESSIONAL SERVICES/CONTRACTS		
Compliance Services	7,500	9,000
Professional Services	<u>15,000</u>	<u>10,305</u>
	22,500	19,305
5160-284-084 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	5,000	5,000
5161-284-084 MILEAGE REIMBURSEMENT		
Miscellaneous	1,600	2,000
5162-284-084 DUES AND SUBSCRIPTIONS		
Professional Organizations	1,100	2,000
5167-284-084 ADVERTISING AND PRINTING	1,100	2,000
<b>TOTAL, M &amp; O</b>	<b>33,450</b>	<b>33,305</b>
5183-284-084 INSURANCE		
General Liability Insurance	650	500
Property Insurance	<u>410</u>	<u>405</u>
	1,060	905
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>1,060</b>	<b>905</b>
<b>SUBTOTAL, HOME PROGRAM</b>	<b>34,510</b>	<b>34,210</b>
5901-284-084 ALLOCATED IN		
Successor Agency-Housing (HELP Program)	89,295	115,860
Planning	<u>14,805</u>	<u>0</u>
	104,100	115,860
<b>TOTAL, HOME PROGRAM</b>	<b>138,610</b>	<b>150,070</b>





# *Successor Agency Redevelopment*



**CITY OF ESCONDIDO  
 FY 2016-17 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>2016-17</b>	<b>2017-18</b>
County of San Diego Trust Fund (RPTTF)-ROPS	\$ 10,979,130	\$ 7,065,800
<b>TOTAL, Sources</b>	<b>\$ 10,979,130</b>	<b>\$ 7,065,800</b>

**Uses of Funds:**

Transfer to Successor Agency-Redevelopment	\$ 10,979,130	\$ 7,065,800
<b>TOTAL, Uses</b>	<b>\$ 10,979,130</b>	<b>\$ 7,065,800</b>

**CITY OF ESCONDIDO  
 FY 2016-17 Operating Budget  
 Department Summary**

**REDEVELOPMENT OBLIGATION RETIREMENT FUND**

**Description:** This fund was established as a result of ABx 1 26 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**

	<b>2013-14 Actual</b>	<b>2014-15 Actual</b>	<b>2015-16 Revised</b>	<b>2016-17 Budget</b>
<b>BUDGET:</b>				
Transfer to Successor Agency-Redevelopment	8,283,684	9,109,124	10,336,190	10,979,130

**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**

- Increase in the amount transferred to the Successor Agency-Redevelopment fund resulting from an increase in the amount of enforceable obligations that are due during 2016-2017

**CITY OF ESCONDIDO  
 FY 2016-17 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.

<b><u>Sources of Funds:</u></b>	<b>2016-17</b>	<b>2017-18</b>
Transfer from Redevelopment Obligation Retirement Fund	\$ 10,979,130	\$ 7,065,800
Loan Repayments	462,500	462,500
Interest	25,000	25,000
<b>TOTAL, Sources</b>	<b><u>\$ 11,466,630</u></b>	<b><u>\$ 7,553,300</u></b>

<b><u>Uses of Funds:</u></b>		
Maintenance and Operations	\$ 764,320	\$ 425,985
Internal Service Charges	5,815	5,815
Allocations	208,265	341,500
<b>TOTAL, Operating Budget</b>	<b><u>978,400</u></b>	<b><u>773,300</u></b>
Bond Principal	6,400,000	6,730,000
CalHFA Loan Principal and Interest	2,705,000	-
Advance Payback to Traffic Impact Fund	50,000	50,000
Advance Payback to Housing Fund	1,333,230	-
<b>TOTAL, Uses</b>	<b><u>\$ 11,466,630</u></b>	<b><u>\$ 7,553,300</u></b>

**CITY OF ESCONDIDO  
 FY 2016-17 Operating Budget  
 Department Summary**

**SUCCESSOR AGENCY-REDEVELOPMENT**

**Description:** This fund was established as a result of ABx 1 26 to account for transactions related to the winding down of the redevelopment agency.

**BUDGET SUMMARY**

	<b>2013-14 Actual</b>	<b>2014-15 Actual</b>	<b>2015-16 Revised</b>	<b>2016-17 Budget</b>
<b>BUDGET:</b>				
Maintenance & Operations	3,702,513	3,284,369	1,103,525	764,320
Internal Service Charges	0	7,075	31,065	5,815
Allocations (Net)	<u>267,655</u>	<u>258,625</u>	<u>266,260</u>	<u>208,265</u>
Total Budget	<u>3,970,168</u>	<u>3,550,069</u>	<u>1,400,850</u>	<u>978,400</u>

**DEPARTMENT PRIORITIES**

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

**MAJOR BUDGET IMPACTS**

- Decrease in the amount projected for bond interest
- Decrease in general liability insurance charges

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>791-091 SUCCESSOR AGENCY-REDEVELOPMENT</b>		
5131-791-091 PROFESSIONAL SERVICES/CONTRACTS		
Audit and Consulting Fees	15,000	15,000
Property Management Expenses	5,000	0
	20,000	15,000
5170-791-091 UTILITIES	12,000	0
5171-791-091 CITY WATER	2,400	0
5502-791-091 BOND INTEREST	1,197,795	876,090
5505-791-091 BOND EXPENSE	75,600	77,500
5509-791-091 BOND AMORTIZATION		
Amortization of Bond Premium/Discount	(204,270)	(204,270)
<b>TOTAL, M &amp; O</b>	<b>1,103,525</b>	<b>764,320</b>
5183-791-091 INSURANCE		
General Liability Insurance	31,065	5,815
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>31,065</b>	<b>5,815</b>
<b>SUBTOTAL, SUCCESSOR AGENCY-REDEVELOPMENT</b>	<b>1,134,590</b>	<b>770,135</b>
5901-791-091 ALLOCATED IN		
City Manager	31,510	24,650
City Attorney	38,590	30,180
City Clerk	31,510	24,650
Finance	164,650	128,785
	266,260	208,265
<b>TOTAL, SUCCESSOR AGENCY-REDEVELOPMENT</b>	<b>1,400,850</b>	<b>978,400</b>





# Debt Service Funds



**CITY OF ESCONDIDO  
 FY 2016-17 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>2016-17</b>	<b>2017-18</b>
Secured Property Tax	\$ 4,024,040	\$ 4,689,610
Penalties	20,320	23,660
Interest	20,590	20,180
<b>TOTAL, Sources</b>	<b><u>\$ 4,064,950</u></b>	<b><u>\$ 4,733,450</u></b>

**Uses of Funds:**

Bond Interest	\$ 3,002,400	\$ 2,950,900
Bond Expense	2,550	2,550
Bond Principal	1,060,000	1,780,000
<b>TOTAL, Uses</b>	<b><u>\$ 4,064,950</u></b>	<b><u>\$ 4,733,450</u></b>

**CITY OF ESCONDIDO  
FY 2016-17 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>2013-14 Actual</b>	<b>2014-15 Actual</b>	<b>2015-16 Revised</b>	<b>2016-17 Budget</b>
<b>BUDGET:</b>				
Maintenance & Operations	5,198,695	79,418,475	5,203,970	4,064,950

**DEPARTMENT PRIORITIES**

- Not Applicable

**MAJOR BUDGET IMPACTS**

- Decrease in the amount projected for bond principal and interest due to refunding of GO bond in May 2015

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>320-150 GENERAL OBLIGATION BOND DEBT SERVICE</b>		
5502-320-150 BOND INTEREST	3,326,420	3,002,400
5505-320-150 BOND EXPENSE	2,550	2,550
5520-320-150 BOND PRINCIPAL	1,875,000	1,060,000
<b>TOTAL, M &amp; O</b>	<b>5,203,970</b>	<b>4,064,950</b>
<b>TOTAL, GENERAL OBLIGATION BOND DEBT SERVICE</b>	<b>5,203,970</b>	<b>4,064,950</b>



**CITY OF ESCONDIDO  
 FY 2016-17 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>2016-17</b>	<b>2017-18</b>
Transfer from General Fund	\$ 365,550	\$ 368,850
Interest	100	100
<b>TOTAL, Sources</b>	<b>\$ 365,650</b>	<b>\$ 368,950</b>
	<b>\$ 365,650</b>	<b>\$ 368,950</b>

**Uses of Funds:**

Bond Interest	\$ 139,600	\$ 132,900
Bond Expense	6,050	6,050
Bond Principal	220,000	230,000
<b>TOTAL, Uses</b>	<b>\$ 365,650</b>	<b>\$ 368,950</b>
	<b>\$ 365,650</b>	<b>\$ 368,950</b>

**CITY OF ESCONDIDO  
 FY 2016-17 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>2013-14 Actual</b>	<b>2014-15 Actual</b>	<b>2015-16 Revised</b>	<b>2016-17 Budget</b>
<b>BUDGET:</b>				
Maintenance & Operations	362,872	361,177	366,150	365,650

**DEPARTMENT PRIORITIES**

- Not Applicable

**MAJOR BUDGET IMPACTS**

- None

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>376-175 REIDY CREEK GOLF COURSE DEBT SERVICE</b>		
5502-376-175 BOND INTEREST	145,100	139,600
5505-376-175 BOND EXPENSE	6,050	6,050
5520-376-175 BOND PRINCIPAL	215,000	220,000
<b>TOTAL, M &amp; O</b>	<b>366,150</b>	<b>365,650</b>
<b>TOTAL, REIDY CREEK GOLF COURSE DEBT SERVICE</b>	<b>366,150</b>	<b>365,650</b>





# Enterprise Funds



**CITY OF ESCONDIDO  
FY 2016-17 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>2016-17</b>	<b>2017-18</b>
Water Sales	\$ 38,500,000	\$ 39,000,000
Water Service Charges	15,200,000	16,000,000
Vista Irrigation District (Filtration Charge)	1,300,000	1,350,000
Sale of Electric Power	75,000	75,000
Lake Income	880,000	880,000
Connection Charges	375,000	375,000
Other Revenue	30,000	30,000
Interest	130,400	132,000
Vista Irrigation District (Capital Project Reimbursement)	100,000	100,000
State/Federal Grants	500,000	500,000
Use of Capital Project Reserves	1,207,135	2,258,355
<b>TOTAL, Sources</b>	<b>\$ 58,297,535</b>	<b>\$ 60,700,355</b>

<b><u>Uses of Funds:</u></b>		
<u>Operating Budget (Water, Canal and Lakes)</u>		
Employee Services	\$ 10,024,135	\$ 10,024,135
Maintenance and Operations	35,039,950	35,039,950
Capital Outlay	618,900	618,900
Internal Service Charges	1,823,655	1,823,655
Allocations	6,267,060	6,267,060
<b>TOTAL, Operating Budget</b>	<b>53,773,700</b>	<b>53,773,700</b>
Transfer to Water Capital Project Fund	3,200,000	5,550,000
Bond Principal	1,095,000	1,140,000
SRF Loan Principal	228,835	236,655
<b>TOTAL, Uses</b>	<b>\$ 58,297,535</b>	<b>\$ 60,700,355</b>

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Department Summary**

**WATER**

**Description:** The Water Operations Division operates the water treatment and the distribution system, serving 26,000 customers, according to State and Federal mandate to insure that high quality water is delivered at the most economical costs.

**BUDGET SUMMARY**

	<b>2013-14 Actual</b>	<b>2014-15 Actual</b>	<b>2015-16 Revised</b>	<b>2016-17 Budget</b>
<b>STAFFING:</b>				
Regular Full-Time	60.0	60.0	60.0	62.0
Contract/Grant Funded	5.0	5.0	5.0	5.0
Temporary Part-Time (FTE)	0.7	0.7	0.7	0.7
Department Total	<u>65.7</u>	<u>65.7</u>	<u>65.7</u>	<u>67.7</u>
<b>BUDGET:</b>				
Employee Services	5,407,941	5,711,248	7,043,760	7,714,565
Maintenance & Operations	33,227,779	32,277,564	38,476,465	34,295,410
Capital	108	69,456	562,500	570,900
Internal Service Charges	1,083,975	1,053,310	1,300,625	1,277,930
Allocations (Net)	5,195,542	5,498,906	5,660,815	6,245,115
Total Budget	<u>44,915,345</u>	<u>44,610,484</u>	<u>53,044,165</u>	<u>50,103,920</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**

- Added two full-time positions
- Increase in salaries, Workers' compensation and PERS costs
- Decrease in maintenance and operations is primarily due to decrease in purchased water and water chemicals
- Decrease in internal service charges is primarily due to decrease in general liability insurance charges
- Increase in allocations in from the Police and Fire departments
- Decrease in projected water sales due to drought restrictions
- Increase in the amount transferred out to capital projects

**CITY OF ESCONDIDO  
 FY 2016-17 Operating Budget  
 Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>555-410 WATER</b>		
5001-555-410 REGULAR FULL-TIME		
1 Director of Utilities	146,350	172,920
1 Administrative Aide	32,005	32,650
1 Administrative Assistant	40,925	41,740
2 Control System Technician III	139,580	178,385
2 Cross Connection Tech I/II's	115,670	126,430
2 Department Assistants	79,800	83,310
1 Deputy Director/Water	115,545	135,440
1 Field Engineering Inspector II	67,055	68,400
1 Laboratory Technician II	65,380	70,065
1 Management Analyst II	60,740	61,955
1 Meter Reader Supervisor	72,715	77,340
3 Sr. Water Distribution Supervisors	250,880	259,990
8 Sr. Water Distribution Technicians	491,515	563,310
1 Utilities Analyst	55,085	57,260
1 Water Distribution Superintendent	91,090	104,040
19 Water Distribution Technician I/II's	949,100	1,048,810
2 Water Service Representatives	107,345	117,335
1 Water Treatment Plant Operations Superintendent	108,090	125,145
1 Water Treatment Plant Operations Supervisor	88,090	99,180
6 Water Treatment Plant Operator In Training, II's & III's	765,915	514,300
1 Plant Systems Technician (from 558-420)	0	66,815
1 Sr. Plant Systems Technician	0	73,765
4 Sr. Water Treatment Plant Operators	0	385,420
Shift Differential	19,380	19,380
Bilingual Pay	16,250	16,250
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 Agreement (07-02, 07-09, 07-10)	209,355	0
	4,189,765	4,601,540
5002-555-410 CONTRACT/GRANT FUNDED		
5 Water Meter Readers	195,020	211,855
5004-555-410 TEMPORARY PART-TIME		
Department Specialist	14,335	14,335

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<b>2015-16 REVISED</b>	<b>2016-17 BUDGET</b>
<b>555-410 WATER</b>		
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
EMPLOYEE OVERHEAD:		
5025-555-410 OTHER EMPLOYEE OVERHEAD		
Other Employee Overhead	154,745	165,845
Budget Adjustment - MOU Agreement (07-02, 07-09, 07-10)	3,555	0
	158,300	165,845
5026-555-410 PERS		
PERS	1,196,455	1,475,195
Budget Adjustment - MOU Agreement (07-02, 07-09, 07-10)	60,340	0
	1,256,795	1,475,195
5027-555-410 MEDICAL	685,260	610,320
5028-555-410 WORKERS' COMPENSATION		
Workers' Compensation	277,845	379,880
Budget Adjustment - MOU Agreement (07-02, 07-09, 07-10)	14,515	0
	292,360	379,880
5030-555-410 FLEXIBLE BENEFITS		
Flexible Benefits	48,600	52,435
Budget Adjustment - MOU Agreement (07-02, 07-09, 07-10)	165	0
	48,765	52,435
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>7,043,760</b>	<b>7,714,565</b>

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>555-410 WATER</b>		
5101-555-410 OFFICE/OPERATING SUPPLIES		
LPG for Water Treatment Plant	38,800	38,800
Miscellaneous Parts & Supplies	400,500	800,500
Office Supplies	23,000	23,000
Safety Items	25,000	25,000
Small Tools and Equipment	25,000	25,000
T-Shirts	2,200	2,200
Uniforms	25,000	25,000
Water Treatment Plant	<u>100,000</u>	<u>100,000</u>
	639,500	1,039,500
5104-555-410 PURCHASED WATER	26,350,000	23,000,000
5106-555-410 CHEMICALS		
Water Treatment Chemicals	3,500,000	3,000,000
5107-555-410 MINOR TOOLS & EQUIPMENT		
Chainsaw, Weed Whip, Blower (5N)	1,000	0
Chop Saws (2N)	3,300	0
Dickson Pressure Recorders (10R)	5,500	0
SC300 Hand Held Meter Reading Units (3R)	16,000	0
Shoenstadt Locators (2R)	2,000	0
Wackers (2R)	6,800	0
Water Treatment Cameras (2R)	5,000	5,000
Colorimeters (5N)	0	2,700
Dechlor Diffuser Zde-Chlorinator (10N)	0	11,500
Turbidimeters (5N)	<u>0</u>	<u>6,600</u>
	39,600	25,800
5126-555-410 MAINTENANCE OF EQUIPMENT		
Bear Valley Power Plant Maintenance	15,000	15,000
Cleaning/Inspection Equipment	2,000	2,000
Distributions System SCADA	10,000	10,000
Dixon Rec., Utility, Washwater, WTP Motor & Pump Repair	125,000	125,000
Flow Meters (4R)	7,000	16,000
Laboratory and Office Equipment	1,800	1,800
Meter Reading Equipment	3,000	3,000
Model 4040 Flocculator Drive	9,800	10,000

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**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<b>2015-16 REVISED</b>	<b>2016-17 BUDGET</b>
<b>555-410 WATER</b>		
5126-555-410 MAINTENANCE OF EQUIPMENT (continued)		
Office Equipment Maintenance Contracts	1,000	1,500
Power Plant Maintenance	5,000	10,000
Process Instrumentation	15,000	15,000
Spare Parts-PLC 5/60-WTP	2,000	5,000
Treatment Plant Instrumentation	50,000	50,000
	246,600	264,300
5128-555-410 MAJOR MAINTENANCE		
Basin Valves (3R)	6,000	6,000
Distribution System RTU's and SCADA Radios	56,000	56,000
Dixon Suction Line Repair	20,000	0
Filter Eff. Valves (3)	40,000	40,000
Flashmix Pump Rebuild, Valve Repl +CV at Park Hill	68,000	68,000
Tower Gate Ram	40,000	40,000
UPS for Treatment Plant	40,000	0
Valve Operators & Gear Boxes (4R)	160,000	160,000
Pump Station Equipment	0	45,000
Divers - Dixon Bouy Line	0	40,000
	430,000	455,000
5131-555-410 PROFESSIONAL SERVICES/CONTRACTS		
Chemical Spill Clean-up Contingency	20,000	20,000
Chlorine System Maintenance	12,000	12,000
Consultants Fees	115,000	115,000
Contract Labor	60,000	60,000
Control Systems Maintenance	100,000	100,000
Customer Service/Emergency Assistance	15,000	15,000
Distribution Reservoir Landscape Maintenance	29,000	29,000
Electrical Contractors	75,000	75,000
Instrument Calibration & Certification	40,000	40,000
Lake Divers - Quagga Mussel Control/Inspections	35,000	35,000
Legal Services	215,000	215,000
On-site Training	20,000	20,000
Reservoir Maintenance/Cleaning	18,000	18,000
Site Maintenance	20,000	20,000
State Lobbyist	30,000	30,000
Underground Service Alert	2,885	2,885

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**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>555-410 WATER</b>		
5131-555-410 PROFESSIONAL SERVICES/CONTRACTS (continued)		
WTP Landscaping/Janitorial	28,000	28,000
Water Conservation Program	39,000	39,000
Water Operations Janitorial	2,000	2,000
	875,885	875,885
5160-555-410 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	32,250	32,250
5161-555-410 MILEAGE REIMBURSEMENT		
Miscellaneous	600	600
5162-555-410 DUES AND SUBSCRIPTIONS		
ACWA	17,000	17,000
ASSA CA	23,000	0
AWWA Partnership for Safe Water	800	800
American Public Works Association	250	250
American Water Works Association	2,600	2,600
American Water Works Research Foundation	12,000	12,000
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
	61,620	38,620
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
	38,500	38,500

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>555-410 WATER</b>		
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
	676,830	676,830
5171-555-410 WATER		
City Water Expenses	1,500,000	1,500,000
5173-555-410 OTHER TELEPHONE		
Cellular Phones	22,400	22,400
5180-555-410 RENT		
Facility Lease	323,765	323,765
Loader/Misc	3,000	3,000
	326,765	326,765
5190-555-410 OTHER EXPENSE		
FERC Fees	110	110
Miscellaneous Supplies	4,200	4,200
NPDES Cat III	2,000	2,000
NPDES Dist	5,000	5,000
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
SWRCB Hydrostatic Discharge Permit	1,500	1,500
WTP Operator and Distribution Operator Cert. Renewals	3,630	3,630
	181,920	181,920
5193-555-410 SOFTWARE		
Adobe Acrobat - Professional (1N)	1,000	1,000
AMMS - MicroWest (WTP)	2,000	2,000

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**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>555-410 WATER</b>		
5193-555-410 SOFTWARE (continued)		
ArcGIS	1,500	1,500
ArcView	1,000	1,000
AutoCad Lite	1,000	1,000
Computer Licensing	9,625	9,625
Hydraulic Modeling (Innovyze)	1,500	2,250
Itron Maintenance/Support	7,400	7,400
Rockwell Software Support	2,500	2,500
Utility Billing Software	150,000	60,715
VPM	1,500	1,500
WIMS Reporting Software	10,000	10,000
Wonderware Support - WTP	15,000	15,000
XC2 Software Support	950	950
Budget Adjustment - Funding for UB Software (08-03)	600,000	0
	804,975	116,440
5194-555-410 MINOR OFFICE EQUIPMENT		
Desktop Computers (1N)	1,800	1,800
Laptop Computers (5N)	13,500	13,500
Monitor (1N)	500	500
	15,800	15,800
5501-555-410 INTEREST		
ARRA Loan	59,700	0
SRF Loan	25,700	79,720
	85,400	79,720
5502-555-410 BOND INTEREST	2,633,050	2,590,310
5505-555-410 BOND EXPENSE	73,120	73,120
5509-555-410 BOND AMORTIZATION		
Amortization of Bond Premium/Discount and Deferred Charges	(63,450)	(63,450)
<b>TOTAL, M &amp; O</b>	<b>38,476,465</b>	<b>34,295,410</b>

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>555-410 WATER</b>		
5209-555-410 OTHER CAPITAL OUTLAY		
Backhoe Breaker w/WR Coupler	16,000	0
Bench Meter Tester (1R)	36,000	0
Chemical Feed Pumps (2R)	25,000	28,000
Compaction Wheel, Backhoe	5,500	0
Hydro Excavator	450,000	0
Renovation of PRV Station	30,000	30,000
10 Wheeler (1N)	0	150,000
Backhoe (1N)	0	145,000
Backhoe Trailer (2N)	0	40,000
Shoring Shield High Pipe Clearance (2N)	0	23,500
Trenchless Piercing Tool (Mole) (1R)	0	6,600
Utility Carts (2R)	0	25,000
Walk Behind Asphalt Cutting Machine (1R)	0	25,000
Waterline Locator (1R)	0	7,800
WTP/Distribution Trucks (2N)	0	90,000
	562,500	570,900
 <b>TOTAL, CAPITAL</b>	 <b>562,500</b>	 <b>570,900</b>
 5125-555-410 BUILDING MAINTENANCE	 147,765	 174,905
5164-555-410 FLEET SERVICES	500,905	513,130
5165-555-410 DUPLICATING	10,860	5,205
5172-555-410 TELECOMMUNICATIONS	40,685	32,125
5174-555-410 RADIO COMMUNICATIONS	10,480	10,525
5175-555-410 MAIL SERVICES	4,955	5,735
5178-555-410 OFFICE AUTOMATION	76,055	75,675
5183-555-410 INSURANCE		
General Liability Insurance	395,930	348,885
Property Insurance	112,990	111,745
	508,920	460,630
 <b>TOTAL, INTERNAL SERVICE CHARGES</b>	 <b>1,300,625</b>	 <b>1,277,930</b>

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>555-410 WATER</b>		
<b>SUBTOTAL, WATER</b>	<b>47,383,350</b>	<b>43,858,805</b>
5901-555-410 ALLOCATED IN		
City Council	90,215	97,505
City Manager	291,885	301,425
Video Services	8,155	7,755
City Attorney	365,200	381,580
City Clerk	219,425	232,820
City Treasurer	52,085	60,480
Finance	941,585	998,145
Human Resources	182,175	205,835
Risk Management	44,665	46,760
Information Systems	335,380	374,520
Planning	91,600	100,735
Code Enforcement	78,510	79,970
Building	95,300	114,330
Engineering	123,130	137,700
Maintenance-Streets	496,120	561,220
Police	622,270	979,470
Fire	572,955	679,890
Wastewater	1,249,680	1,102,545
Environmental Programs	89,715	93,580
	<u>5,950,050</u>	<u>6,556,265</u>
5902-555-410 ALLOCATED OUT		
Canal	(14,525)	(16,560)
Wastewater	(148,060)	(159,580)
Recycled Water	(44,375)	(50,700)
Environmental Programs	(14,525)	(16,560)
Capital Improvement Projects	(67,750)	(67,750)
	<u>(289,235)</u>	<u>(311,150)</u>
<b>TOTAL, WATER</b>	<b>53,044,165</b>	<b>50,103,920</b>

**CITY OF ESCONDIDO  
FY 2016-17 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>2013-14 Actual</b>	<b>2014-15 Actual</b>	<b>2015-16 Revised</b>	<b>2016-17 Budget</b>
<b>STAFFING:</b>				
Regular Full-Time	5.0	5.0	5.0	5.0
<b>BUDGET:</b>				
Employee Services	469,045	501,741	516,995	536,640
Maintenance & Operations	84,159	108,553	182,740	182,740
Capital	14,431	0	15,000	24,000
Internal Service Charges	123,030	116,275	126,610	126,945
Allocations (Net)	16,925	15,439	16,155	18,165
Total Budget	<u>707,590</u>	<u>742,008</u>	<u>857,500</u>	<u>888,490</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**

- Increase in salaries, workers' compensation and PERS costs
- Purchase of three security systems with video

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>555-412 CANAL OPERATIONS</b>		
5001-555-412 REGULAR FULL-TIME		
1 Canal Superintendent	76,415	77,940
2 Assistant Canal Superintendents	104,470	108,850
2 Canal Assistants I/II's	94,915	96,815
Vacation-Holiday Payoff	5,450	5,605
	281,250	289,210
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
EMPLOYEE OVERHEAD:		
5025-555-412 OTHER EMPLOYEE OVERHEAD	11,155	11,305
5026-555-412 PERS	81,590	89,600
5027-555-412 MEDICAL	73,870	73,640
5028-555-412 WORKERS' COMPENSATION	19,800	23,240
5030-555-412 FLEXIBLE BENEFITS	17,030	17,345
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>516,995</b>	<b>536,640</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
T-Shirts	300	300
Tools	1,000	1,000
Uniforms	5,040	5,040
	92,540	92,540

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>555-412 CANAL OPERATIONS</b>		
5107-555-412 MINOR TOOLS & EQUIPMENT		
MIG - TIG Welder (1R)	3,000	3,000
5126-555-412 MAINTENANCE OF EQUIPMENT		
Equipment Maintenance	3,500	3,500
Fence Repair	12,000	12,000
	<u>15,500</u>	<u>15,500</u>
5131-555-412 PROFESSIONAL SERVICES/CONTRACTS		
Portable Toilet Service	2,800	2,800
Temporary Personnel	60,000	60,000
	<u>62,800</u>	<u>62,800</u>
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>182,740</b>	<b>182,740</b>
5209-555-412 OTHER CAPITAL OUTLAY		
Security with Video (2R/1N)	15,000	24,000
<b>TOTAL, CAPITAL</b>	<b>15,000</b>	<b>24,000</b>
5164-555-412 FLEET SERVICES	71,430	73,545

**CITY OF ESCONDIDO  
 FY 2016-17 Operating Budget  
 Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>555-412 CANAL OPERATIONS</b>		
5178-555-412 OFFICE AUTOMATION	5,210	3,835
5183-555-412 INSURANCE		
General Liability Insurance	33,575	33,355
Property Insurance	<u>16,395</u>	<u>16,210</u>
	49,970	49,565
 <b>TOTAL, INTERNAL SERVICE CHARGES</b>	 <b>126,610</b>	 <b>126,945</b>
 <b>SUBTOTAL, CANAL OPERATIONS</b>	 <b>841,345</b>	 <b>870,325</b>
 5901-555-412 ALLOCATED IN		
Information Systems-Data Processing	1,630	1,605
Water	<u>14,525</u>	<u>16,560</u>
	16,155	18,165
 <b>TOTAL, CANAL OPERATIONS</b>	 <b>857,500</b>	 <b>888,490</b>

**CITY OF ESCONDIDO  
FY 2016-17 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>2013-14 Actual</b>	<b>2014-15 Actual</b>	<b>2015-16 Revised</b>	<b>2016-17 Budget</b>
<b>STAFFING:</b>				
Regular Full-Time	10.0	10.0	11.0	11.0
Temporary Part-Time (FTE)	29.8	32.5	31.7	31.7
Department Total	<u>39.8</u>	<u>42.5</u>	<u>42.7</u>	<u>42.7</u>
<b>BUDGET:</b>				
Employee Services	1,400,254	1,500,440	1,725,135	1,772,930
Maintenance & Operations	473,035	555,570	598,720	561,800
Capital	17,722	24,353	15,400	24,000
Internal Service Charges	317,245	318,770	357,390	418,780
Allocations (Net)	1,330	1,755	3,630	3,780
Total Budget	<u>2,209,586</u>	<u>2,400,888</u>	<u>2,700,275</u>	<u>2,781,290</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 salaries, workers' compensation and PERS costs
- Decrease in professional services, minor tools and equipment and office supplies
- Purchase of brush cutter
- Dock section building improvement
- Increase in internal service charges is primarily due to increase in building maintenance and fleet charges

**CITY OF ESCONDIDO  
 FY 2016-17 Operating Budget  
 Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>555-414 LAKES</b>		
5001-555-414 REGULAR FULL-TIME		
1 Administrative Assistant	40,895	41,740
1 Customer Service Representative	36,215	36,655
1 Lakes & Open Space Superintendent	76,210	79,275
2 Lakes & Open Space Supervisors	141,245	147,500
1 Maintenance Technician I/II	50,525	53,180
5 Park Ranger I/II's	232,300	260,230
Vacation/Holiday Payoff	7,400	8,040
Bilingual Pay	2,600	2,600
Retirement Contingency	10,130	10,515
Budget Adjustment - MOU Agreement (07-02, 07-09, 07-10)	21,150	0
	<u>618,670</u>	<u>639,735</u>
5004-555-414 TEMPORARY PART-TIME		
Temporary Part-time w/PERS	259,100	259,100
Temporary Part-time w/PARS	374,635	374,635
	<u>633,735</u>	<u>633,735</u>
5020-555-414 OVERTIME		
Dixon Overtime	2,400	2,400
Holiday Pay	10,000	10,000
	<u>12,400</u>	<u>12,400</u>
EMPLOYEE OVERHEAD:		
5025-555-414 OTHER EMPLOYEE OVERHEAD		
Other Employee Overhead	36,415	35,855
Budget Adjustment - MOU Agreement (07-02, 07-09, 07-10)	365	0
	<u>36,780</u>	<u>35,855</u>
5026-555-414 PERS		
PERS	244,710	274,215
Budget Adjustment - MOU Agreement (07-02, 07-09, 07-10)	6,095	0
	<u>250,805</u>	<u>274,215</u>
5027-555-414 MEDICAL	78,790	80,220

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<b>2015-16 REVISED</b>	<b>2016-17 BUDGET</b>
<b>555-414 LAKES</b>		
5028-555-414 WORKERS' COMPENSATION		
Workers' Compensation	83,685	87,770
Budget Adjustment - MOU Agreement (07-02, 07-09, 07-10)	1,460	0
	85,145	87,770
5030-555-414 FLEXIBLE BENEFITS		
Flexible Benefits	8,755	9,000
Budget Adjustment - MOU Agreement (07-02, 07-09, 07-10)	55	0
	8,810	9,000
 <b>TOTAL, EMPLOYEE SERVICES</b>	 <b>1,725,135</b>	 <b>1,772,930</b>
 5101-555-414 OFFICE/OPERATING SUPPLIES		
Dixon:		
Building Supplies	10,000	10,000
Daley Ranch - Misc. Supplies and Equipment	10,000	10,000
Deep Cycle Batteries - Dixon Boat Dock	5,000	0
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:		
Uniforms/Equipment - Downtown Ranger Program	2,500	3,000
	121,300	116,800

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>555-414 LAKES</b>		
5107-555-414 MINOR TOOLS & EQUIPMENT		
Boats-Wohlford (3R), Dixon (4R)	17,400	17,400
Outboard Motors - Wohlford (4R), Dixon (2R)	6,670	10,000
Point of Sale System for Dixon Concession Stand	5,000	0
Trolling Motors - Dixon (10R)	1,500	750
	30,570	28,150
5126-555-414 MAINTENANCE OF EQUIPMENT		
Daley Ranch	2,400	2,400
Dixon	8,725	8,725
Rehabilitate Lakes Picnic Area	10,000	10,000
Wohlford	5,775	5,775
	26,900	26,900
5131-555-414 PROFESSIONAL SERVICES/CONTRACTS		
Contract Tree Work	15,000	10,000
Daley Ranch Services	20,000	20,000
Design Services-Group Campsite	25,000	0
Dixon Contracts - Fish Plants	139,250	139,250
Portable Toilet Service	48,100	48,100
Wohlford Contracts - Fish Plants	92,100	92,100
	339,450	309,450
5160-555-414 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	3,000	3,000
5162-555-414 DUES AND SUBSCRIPTIONS		
Professional Association Dues	500	500
5167-555-414 ADVERTISING AND PRINTING		
Derby Promotion - Dixon	3,500	3,500
Derby Promotion - Wohlford	1,500	1,500
Press Day - Wohlford	2,000	2,000
Printing	4,000	4,000
	11,000	11,000

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>555-414 LAKES</b>		
5170-555-414 UTILITIES		
Electric (Daley Ranch)	3,000	3,000
Electric (Dixon and Wohlford)	59,000	59,000
	<u>62,000</u>	<u>62,000</u>
5173-555-414 OTHER TELEPHONE		
Campground Reservation Phone (outside line)	2,000	2,000
Cellular Phone Expenses	2,000	2,000
	<u>4,000</u>	<u>4,000</u>
<b>TOTAL, M &amp; O</b>	<b>598,720</b>	<b>561,800</b>
5209-555-414 OTHER CAPITAL		
Gator - Wohlford (1N)	7,400	0
Brush Cutter (1N)	0	10,000
	<u>7,400</u>	<u>10,000</u>
5210-555-414 BUILDING IMPROVEMENTS		
Restroom Rehabilitation-Dixon	8,000	0
Dock Section for Wohlford (2N)	0	14,000
	<u>8,000</u>	<u>14,000</u>
<b>TOTAL, CAPITAL</b>	<b>15,400</b>	<b>24,000</b>
5125-555-414 BUILDING MAINTENANCE	77,615	134,350
5164-555-414 FLEET SERVICES	135,885	142,905
5165-555-414 DUPLICATING	7,660	9,315
5172-555-414 TELECOMMUNICATIONS	18,495	17,485
5174-555-414 RADIO COMMUNICATIONS	13,300	13,805
5175-555-414 MAIL SERVICES	115	125

**CITY OF ESCONDIDO  
 FY 2016-17 Operating Budget  
 Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>555-414 LAKES</b>		
5178-555-414 OFFICE AUTOMATION	11,995	11,905
5183-555-414 INSURANCE		
General Liability Insurance	88,660	84,945
Property Insurance	3,665	3,945
	<u>92,325</u>	<u>88,890</u>
 <b>TOTAL, INTERNAL SERVICE CHARGES</b>	 <b>357,390</b>	 <b>418,780</b>
 <b>SUBTOTAL, LAKES</b>	 <b>2,696,645</b>	 <b>2,777,510</b>
 5901-555-414 ALLOCATED IN		
Information Systems-Data Processing	3,630	3,780
 <b>TOTAL, LAKES</b>	 <b>2,700,275</b>	 <b>2,781,290</b>



**CITY OF ESCONDIDO  
 FY 2016-17 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>2016-17</b>	<b>2017-18</b>
Service Charges	\$ 27,900,000	\$ 30,000,000
San Diego Treatment Charge	2,000,000	2,000,000
Connection Charges	350,000	350,000
Interest	339,500	430,000
Sale of Recycled Water	3,500,000	4,000,000
Other Revenue	150,000	150,000
Agency Incentive Payments	100,000	100,000
SRF Loans & City of San Diego Reimbursements	47,035,000	17,488,000
SDG&E Raw Water Line	82,500	82,500
Use of Capital Project Reserves	1,680,125	-
<b>TOTAL, Sources</b>	<b>\$ 83,137,125</b>	<b>\$ 54,600,500</b>

<b><u>Uses of Funds:</u></b>		
<u>Operating Budget (Wastewater/Recycled Water/Environmental Programs)</u>		
Employee Services	\$ 11,019,030	\$ 11,019,030
Maintenance and Operations	11,112,225	11,112,225
Capital Outlay	613,500	613,500
Internal Service Charges	1,444,300	1,444,300
Allocations	1,989,935	1,989,935
<b>TOTAL, Operating Budget</b>	<b>26,178,990</b>	<b>26,178,990</b>
SRF Loan - Principal	1,908,020	1,909,935
Transfer to General Fund	25,000	25,000
Transfer to Wastewater Capital Project Fund	51,685,115	14,961,485
Payment of Wastewater Connection Rights	1,800,000	1,800,000
Bond Principal	1,540,000	1,585,000
Add to Capital Project Reserves	-	8,140,090
<b>TOTAL, Uses</b>	<b>\$ 83,137,125</b>	<b>\$ 54,600,500</b>

**CITY OF ESCONDIDO  
FY 2016-17 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 Environmental Programs Division, and ensures compliance with all Federal and State laws.

**BUDGET SUMMARY**

	<b>2013-14 Actual</b>	<b>2014-15 Actual</b>	<b>2015-16 Revised</b>	<b>2016-17 Budget</b>
<b>STAFFING:</b>				
Regular Full-Time	77.0	80.0	76.0	75.0
Temporary Part-Time (FTE)	2.4	2.4	3.2	3.2
Department Total	<u>79.4</u>	<u>82.4</u>	<u>79.2</u>	<u>78.2</u>
<b>BUDGET:</b>				
Employee Services	7,659,998	7,898,928	9,401,110	9,820,465
Maintenance & Operations	9,142,049	9,560,435	9,978,860	9,181,835
Capital	57,089	150,268	321,500	513,500
Internal Service Charges	1,197,950	1,162,590	1,323,045	1,374,725
Allocations (Net)	370,253	538,897	709,865	1,243,615
Total Budget	<u>18,427,339</u>	<u>19,311,118</u>	<u>21,734,380</u>	<u>22,134,140</u>

**DEPARTMENT PRIORITIES**

- Provide a safe and reliable wastewater collection system, treatment and disposal for the residents, businesses and industries located in Escondido. Manage change and maintain treatment integrity during various construction/expansion projects and contractor activity.
- 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 possible
- Provide for future growth and development by optimizing existing facilities and planning improvements to increase capacity of the treatment and disposal facilities
- Develop, identify and implement advanced technologies to increase production, scope and quality of Title 22 Water

**MAJOR BUDGET IMPACTS**

- Transfer of one Plant Systems Technician to the Water department
- Increase in salaries, workers' compensation and PERS costs
- Decrease in debt costs and utility billing software costs
- Increase in capital outlay primarily for real time nitrification control instrumentation and seepex pumps
- Increase in internal service charges is primarily due to increase in building maintenance, fleet, duplicating and insurance charges
- Increase in allocations is mostly due to added allocation in from Environmental Programs and decrease in allocations out to Water and Recycled Water
- Increase in service charge revenue, SRF loans and the amount transferred to capital projects

**CITY OF ESCONDIDO**  
**FY 2016-17 Operating Budget**  
**Line Item Detail**

	<b>2015-16 REVISED</b>	<b>2016-17 BUDGET</b>
<b>558-420 WASTEWATER</b>		
5001-558-420 REGULAR FULL-TIME		
1 Asset Program Manager	72,720	76,450
3 Associate Chemists	223,860	234,290
1 Associate Engineer	88,155	83,435
2 Control Systems Analysts	176,280	189,600
4 Control Systems Technician I, II & III's	264,255	295,805
1 Control Systems Technician Supervisor	94,695	105,825
1 Cross Connection Technician	46,365	50,675
1 Department Assistant	39,095	38,490
1 Deputy Director of Utilities/Construction & Engineering	111,765	140,000
1 Deputy Director of Utilities/Wastewater	118,510	135,440
1 Engineer I/II	67,580	77,975
1 Field Engineering Inspector	67,055	68,400
1 Laboratory Superintendent	98,885	105,930
5 Laboratory Technician I/II's	323,305	340,790
1 Maintenance and Operations Coordinator	47,520	48,440
1 Maintenance Technician I/II	43,110	47,100
4 Plant Systems Technician I/II's (to 555-410)	340,700	279,360
1 Plant Systems Technician Supervisor	91,910	103,265
1 Sr. Engineer	84,070	96,500
1 Sr. Environmental Compliance Inspector	68,735	73,655
3 Sr. Plant Systems Technicians	243,160	271,370
3 Sr. Wastewater Collections Supervisors	266,380	281,745
2 Sr. Wastewater Collections Technicians	134,400	153,900
4 Sr. Wastewater Treatment Plant Operators	347,605	389,455
2 Supervising Chemists	184,765	198,000
1 Utilities Construction Project Manager	95,610	96,900
1 Utilities Maintenance Superintendent	98,245	109,215
1 Utilities Technician	62,270	63,515
11 Wastewater Collections Technician I/II's	561,950	626,125
1 Wastewater Treatment Plant Operations Supervisor	103,785	116,625
12 Wastewater Treatment Plant Operator Trainee, I , II & III's	824,720	952,575
1 Wastewater Treatment Plant Superintendent	111,150	125,145
Bilingual Pay	16,250	20,150
Shift Differential	33,700	33,700
Vacation-Holiday Payoff	18,000	18,000
Confined Space Team	12,000	12,000
Budget Adjustment - MOU Agreement (07-02, 07-09, 07-10)	294,470	0
	5,877,030	6,059,845

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>558-420 WASTEWATER</b>		
5004-558-420 TEMPORARY PART-TIME		
2 Laboratory Assistants	28,000	28,000
Temporary Part-Time	<u>36,190</u>	<u>36,190</u>
	64,190	64,190
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)	<u>200,000</u>	<u>200,000</u>
	253,660	253,660
EMPLOYEE OVERHEAD:		
5025-558-420 OTHER EMPLOYEE OVERHEAD		
Other Employee Overhead	192,545	199,140
Budget Adjustment - MOU Agreement (07-02, 07-09, 07-10)	<u>5,005</u>	<u>0</u>
	197,550	199,140
5026-558-420 PERS		
PERS	1,610,620	1,868,335
Budget Adjustment - MOU Agreement (07-02, 07-09, 07-10)	<u>84,865</u>	<u>0</u>
	1,695,485	1,868,335
5027-558-420 MEDICAL	835,555	802,535
5028-558-420 WORKERS' COMPENSATION		
Workers' Compensation	377,355	486,535
Budget Adjustment - MOU Agreement (07-02, 07-09, 07-10)	<u>19,245</u>	<u>0</u>
	396,600	486,535
5030-558-420 FLEXIBLE BENEFITS		
Flexible Benefits	80,710	86,225
Budget Adjustment - MOU Agreement (07-02, 07-09, 07-10)	<u>330</u>	<u>0</u>
	81,040	86,225
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>9,401,110</b>	<b>9,820,465</b>

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>558-420 WASTEWATER</b>		
5101-558-420 OFFICE/OPERATING SUPPLIES		
Emergency Generator Fuel	10,000	10,000
Laboratory Supplies	161,000	150,000
Lubricants	10,000	10,000
Materials and Tools (Collection System)	70,000	70,000
Materials and Tools (HARRF)	75,000	75,000
Office Supplies	2,000	3,500
Work Uniforms	20,000	25,000
Materials and Tools (Lab & Operations)	0	50,000
	348,000	393,500
5105-558-420 SAFETY EQUIPMENT	12,000	20,000
5106-558-420 CHEMICALS		
Treatment Chemicals	575,000	625,000
5107-558-420 MINOR TOOLS & EQUIPMENT		
DI Units	5,000	5,000
Doppler Flow Meters	20,000	25,000
Environmental Compliance Supplies	7,000	0
HACH Instruments	25,000	25,000
LED Advance Warning Trailer	4,000	0
Prosoft Control Module	6,400	0
Samplers	30,000	30,000
Sewer Hose	8,000	8,000
Spider 80 Chain Cutters	7,500	0
	112,900	93,000
5126-558-420 MAINTENANCE OF EQUIPMENT		
Centrifuge Major Maintenance	90,000	100,000
Controls Upgrade for Lift Stations	50,000	50,000
Laboratory Equipment	55,000	55,000
Lift Station Parts	120,000	225,000
Lift Station Telemetry	15,000	15,000
Office Equipment	25,000	25,000
Parts, Mach. Shop, Motor Repair, Tools	155,000	155,000
Plant Control Upgrade	50,000	50,000
Televising Equipment	18,000	0
Treatment Plant Instrumentation	75,000	75,000

(continued on next page)

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>558-420 WASTEWATER</b>		
5126-558-420 MAINTENANCE OF EQUIPMENT (continued)		
HARRF Asphalt Sealing	0	25,000
Lab Field Equipment	0	25,000
Primary Line to Digester Cross/Cleanout Replacement	0	50,000
	653,000	850,000
5131-558-420 PROFESSIONAL SERVICES/CONTRACTS		
Air Pollution Control Testing	12,000	15,000
Biosolids Handling	550,000	550,000
Collection System Monitoring	22,000	25,000
Consulting Services	150,000	150,000
Contract Maintenance	200,000	300,000
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	60,000
Outside Laboratory Testing	272,000	272,000
Plant Grounds Maintenance	50,000	50,000
Underground Service Alert	3,000	3,000
AMMS Service	0	25,000
Lab AC/Heat & Instrumentation Service	0	50,000
Turbles Maintenance	0	50,000
	1,689,000	1,930,000
5160-558-420 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	30,000	40,000
5161-558-420 MILEAGE REIMBURSEMENT		
Miscellaneous	650	650
5162-558-420 DUES AND SUBSCRIPTIONS		
CWEA	4,600	6,500
Dues and Subscriptions	5,000	5,000
Water Environment Federation	800	800
	10,400	12,300

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>558-420 WASTEWATER</b>		
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	10,000
Lift Station Energy	276,750	276,750
Main Plant Electrical	1,536,000	1,536,000
Main Plant Natural Gas	225,000	225,000
	2,045,750	2,047,750
5171-558-420 WATER		
City Water	30,000	30,000
5173-558-420 OTHER TELEPHONE		
Cellular Phones	25,000	25,000
5180-558-420 RENT		
Copier Lease	3,000	3,000
Equipment from Outside Vendors	5,000	5,000
Facility Lease	323,765	323,765
Pager Rental	5,000	5,000
	336,765	336,765
5190-558-420 OTHER EXPENSE		
County Health Overflow Sampling Charges	2,000	2,000
Damage Repair Contingency	22,000	25,000
Driver's License Renewals (Class A & B)	800	800
Hazardous Materials Disposal	6,000	6,000
Lab Accreditation Fee	6,000	8,000
NPDES Permit Fee	100,000	100,000
Operator Certification Renewals	7,000	9,000
Pretreatment Program Surcharge	900	900
Real Estate Taxes	11,220	11,220

(continued on next page)

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<b>2015-16 REVISED</b>	<b>2016-17 BUDGET</b>
<b>558-420 WASTEWATER</b>		
5190-558-420 OTHER EXPENSE (continued)		
SWRCB, Bay Protection Toxic Cleanup Program	11,000	11,000
San Diego County APCD Test Fees	15,000	15,000
San Diego County Hazardous Materials Reg.	3,300	3,300
Southern California Kelp Survey	6,500	6,500
	191,720	198,720
5193-558-420 SOFTWARE		
AMMS	26,000	26,000
ARC/INFO	1,500	1,500
Arc/View	3,700	3,700
Auto Cad Support	600	600
Camera Software	15,000	0
Cityworks® Asset Management Licensing	60,000	60,000
Hach/Wimms	6,400	6,400
Hydraulic Modeling (Innovyze)	3,000	3,000
LIMMS Support	16,000	16,000
Ops Sequel Support	1,000	1,000
Rockwell Software Support	2,500	2,500
Rockwell Software Upgrade	2,000	2,000
Sewer Map	500	1,000
Utility Billing Software	150,000	60,715
VPM	1,500	1,500
Wonderware Support	25,000	25,000
Budget Adjustment - Funding for UB Software (08-03)	600,000	0
CCTV Interface	0	6,000
	914,700	216,915
5194-558-420 MINOR OFFICE EQUIPMENT		
Computers (16R)	30,000	30,000
HMI Field Units Upgrade	5,000	0
Laptops (3R)	7,500	10,500
Monitors (4R)	12,500	8,000
	55,000	48,500
5501-558-420 INTEREST EXPENSE		
Local Match SRF Loan - Blowers	20,885	18,995
Local Match SRF Loan - Phase I	81,500	81,500

(continued on next page)

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>558-420 WASTEWATER</b>		
5501-558-420 INTEREST EXPENSE (continued)		
Local Match SRF Loan - Phase II: 110	164,625	164,625
Local Match SRF Loan - Phase II: 310	123,525	123,525
	<u>390,535</u>	<u>388,645</u>
5502-558-420 BOND INTEREST	2,452,940	2,023,880
5505-558-420 BOND EXPENSE	155,810	166,700
5509-555-420 BOND AMORTIZATION		
Amortization of Bond Premium/Discount and Deferred Charges	(56,560)	(271,740)
<b>TOTAL, M &amp; O</b>	<b>9,978,860</b>	<b>9,181,835</b>
5209-558-420 OTHER CAPITAL OUTLAY		
6' Muffin Monster	22,000	25,000
Camera Digital-Envirosight	18,000	0
CST Truck	35,000	0
DI Units	7,500	7,500
Moscad RTU (14)	75,000	50,000
Rotork Master Valve Station	25,000	0
SCADA Equipment	25,000	25,000
Scott 5 Min Escape Bottles (6) & (4) Air Cart Supply	5,000	8,500
Smart Cover Upgrade	30,000	0
Truck Mounted Accessories/Tools & Equipment (Lab)	70,000	10,000
Warthog Nozzles	9,000	10,000
10" Muffin Monster Blade Cartridge	0	25,000
Composite Manholes	0	20,000
DeZurik Valves	0	15,000
Force Main Repair Wells Cargo Trailer	0	8,000
Light Tower	0	10,500
Real Time Nitrification Control Instrumentation	0	120,000
Seepex Pumps (Solids Handling)	0	137,000
Sump/Trash Pumps (with Assorted Hose/Lines)	0	12,000
Tow Behind Air Compressor	0	25,000
Tractor Gannon (Coll)	0	5,000
	<u>321,500</u>	<u>513,500</u>
<b>TOTAL, CAPITAL</b>	<b>321,500</b>	<b>513,500</b>

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>558-420 WASTEWATER</b>		
5125-558-420 BUILDING MAINTENANCE	140,490	160,675
5164-558-420 FLEET SERVICES	581,060	589,185
5165-558-420 DUPLICATING	10,400	18,745
5172-558-420 TELECOMMUNICATIONS	40,390	37,895
5174-558-420 RADIO COMMUNICATIONS	20,955	21,065
5175-558-420 MAIL SERVICES	1,605	1,350
5178-558-420 OFFICE AUTOMATION	98,550	103,090
5183-558-420 INSURANCE		
General Liability Insurance	257,825	263,655
Property Insurance	<u>171,770</u>	<u>179,065</u>
	429,595	442,720
 <b>TOTAL, INTERNAL SERVICE CHARGES</b>	 <b>1,323,045</b>	 <b>1,374,725</b>
 <b>SUBTOTAL, WASTEWATER</b>	 <b>21,024,515</b>	 <b>20,890,525</b>
 5901-558-420 ALLOCATED IN		
City Council	47,725	51,580
City Manager	154,410	159,455
Video Services	4,315	4,100
City Attorney	300,750	296,785
City Clerk	87,770	93,130
City Treasurer	40,840	40,840
Finance	790,165	836,020
Human Resources	182,175	205,835
Risk Management	44,665	46,760
Information Systems	189,425	207,495
Planning	91,600	100,735
Code Enforcement	138,570	79,970
Building	95,300	114,330
Engineering	111,345	119,330

(continued on next page)

**CITY OF ESCONDIDO  
 FY 2016-17 Operating Budget  
 Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>558-420 WASTEWATER</b>		
5901-558-420 ALLOCATED IN (continued)		
Maintenance-Streets	302,470	316,790
Police	16,320	27,370
Fire	15,500	18,810
Successor Agency-Housing	11,220	12,150
Water	148,060	159,580
Environmental Programs	0	257,675
	<u>2,772,625</u>	<u>3,148,740</u>
5902-558-420 ALLOCATED OUT		
Water	(1,249,680)	(1,102,545)
Recycled Water	(676,580)	(647,850)
Capital Improvement Projects	(136,500)	(136,500)
Environmental Programs	0	(18,230)
	<u>(2,062,760)</u>	<u>(1,905,125)</u>
 <b>TOTAL, WASTEWATER</b>	 <b>21,734,380</b>	 <b>22,134,140</b>

**CITY OF ESCONDIDO  
FY 2016-17 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>2013-14 Actual</b>	<b>2014-15 Actual</b>	<b>2015-16 Revised</b>	<b>2016-17 Budget</b>
<b>STAFFING:</b>				
Regular Full-Time	1.0	1.0	1.0	1.0
<b>BUDGET:</b>				
Employee Services	93,690	4,756	103,195	102,445
Maintenance & Operations	857,253	1,069,596	1,345,305	1,437,305
Capital	0	0	60,000	0
Internal Service Charges	13,400	12,835	14,410	14,830
Allocations (Net)	<u>589,020</u>	<u>672,775</u>	<u>720,955</u>	<u>698,550</u>
Total Budget	<u>1,553,363</u>	<u>1,759,962</u>	<u>2,243,865</u>	<u>2,253,130</u>

**DEPARTMENT PRIORITIES**

- Provide safe and reliable recycled water for landscape irrigation and industries while meeting or exceeding all regulatory mandates
- Transition to treatment train equipment and infrastructure to supply, as cost effective as possible, a reclaimed water product that essentially can offset local need for imported water
- Maintain reclaimed water distribution system
- Manage change during facility expansion/upgrade to ensure reclaimed water meets or exceeds all Title 22 regulations during construction activity

**MAJOR BUDGET IMPACTS**

- Increase in salaries, workers' compensation and PERS costs
- Increase in maintenance and operations primarily for Chlor-Dechlor supplies & equipment & treatment chemicals

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>558-422 RECYCLED WATER</b>		
5001-558-422 REGULAR FULL-TIME		
1 Sr. Cross Connection Technician	59,350	61,750
Budget Adjustment - MOU Agreement (07-02)	<u>4,215</u>	<u>0</u>
	63,565	61,750
EMPLOYEE OVERHEAD:		
5025-558-422 OTHER EMPLOYEE OVERHEAD		
Other Employee Overhead	2,170	2,160
Budget Adjustment - MOU Agreement (07-02)	<u>70</u>	<u>0</u>
	2,240	2,160
5026-558-422 PERS		
PERS	17,105	19,020
Budget Adjustment - MOU Agreement (07-02)	<u>1,215</u>	<u>0</u>
	18,320	19,020
5027-558-422 MEDICAL	14,610	14,565
5028-558-422 WORKERS' COMPENSATION		
Workers' Compensation	4,165	4,950
Budget Adjustment - MOU Agreement (07-02)	<u>295</u>	<u>0</u>
	4,460	4,950
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>103,195</b>	<b>102,445</b>
5101-558-422 OFFICE/OPERATING SUPPLIES		
Laboratory Supplies	19,000	19,000
Ultra Violet Disinfecting Supplies	61,805	39,805
Water Reclamation Program Supplies	<u>3,000</u>	<u>3,000</u>
	83,805	61,805
5106-558-422 CHEMICALS		
Treatment Chemicals	523,000	575,000

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>558-422 RECYCLED WATER</b>		
5126-558-422 MAINTENANCE OF EQUIPMENT		
Recycled Water Maintenance Equipment	100,000	100,000
5131-558-422 PROFESSIONAL SERVICES/CONTRACTS		
Cleaning/Inspection Recycled Water Reservoir	10,000	10,000
Outside Laboratory Testing	11,000	16,000
Water Reclamation/User's Education	8,000	0
Chlor-Dechlor Supplies & Equipment	0	75,000
	29,000	101,000
5160-558-422 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	10,000	0
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)	535,000	535,000
5190-558-422 OTHER EXPENSE		
Department of Health Services	20,000	20,000
NPDES Permit Fee	40,000	40,000
	60,000	60,000
<b>TOTAL, M &amp; O</b>	<b>1,345,305</b>	<b>1,437,305</b>
5209-558-422 OTHER CAPITAL OUTLAY		
Lab Ventilation and Repairs	60,000	0
<b>TOTAL, CAPITAL</b>	<b>60,000</b>	<b>0</b>

**CITY OF ESCONDIDO  
 FY 2016-17 Operating Budget  
 Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>558-422 RECYCLED WATER</b>		
5164-558-422 FLEET SERVICES	3,365	3,190
5178-558-422 OFFICE AUTOMATION	1,340	1,335
5183-558-422 INSURANCE		
General Liability Insurance	9,705	10,305
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>14,410</b>	<b>14,830</b>
<b>SUBTOTAL, RECYCLED WATER</b>	<b>1,522,910</b>	<b>1,554,580</b>
5901-558-422 ALLOCATED IN		
Water	44,375	50,700
Wastewater	<u>676,580</u>	<u>647,850</u>
	720,955	698,550
<b>TOTAL, RECYCLED WATER</b>	<b>2,243,865</b>	<b>2,253,130</b>

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Department Summary**

**ENVIRONMENTAL PROGRAMS DIVISION**

**Description:** The Environmental Programs Division is required in order to meet mandated Federal and State regulations for resource agency permitting and ensuring the quality of stormwater runoff from within the City.

**BUDGET SUMMARY**

	<b>2013-14 Actual</b>	<b>2014-15 Actual</b>	<b>2015-16 Revised</b>	<b>2016-17 Budget</b>
<b>STAFFING:</b>				
Regular Full-Time	4.0	4.0	10.0	10.0
<b>BUDGET:</b>				
Employee Services	370,848	798,305	1,060,055	1,096,120
Maintenance & Operations	405,388	324,712	493,085	493,085
Capital	0	1,990	100,000	100,000
Internal Service Charges	15,730	19,855	19,960	54,745
Allocations (Net)	<u>595,695</u>	<u>688,033</u>	<u>193,110</u>	<u>47,770</u>
Total Budget	<u>1,387,661</u>	<u>1,832,895</u>	<u>1,866,210</u>	<u>1,791,720</u>

**DEPARTMENT PRIORITIES**

- Ensure compliance with Federal and State regulatory mandates for storm water on a local, watershed and regional basis
- Ensure compliance with State regulatory mandates for environmental compliance
- Provide education and public outreach to municipal employees, residents, businesses and other environmental stakeholders
- Apply for and implement resource agency permits for various City projects

**MAJOR BUDGET IMPACTS**

- Increase in salaries, workers' compensation, medical and PERS costs
- Increase in internal service charges is primarily due to increase in fleet charges
- Added allocation out to Wastewater

**CITY OF ESCONDIDO  
 FY 2016-17 Operating Budget  
 Line Item Detail**

	<b>2015-16 REVISED</b>	<b>2016-17 BUDGET</b>
<b>558-440 ENVIRONMENTAL PROGRAMS</b>		
5001-558-440 REGULAR FULL-TIME		
1 Assistant Environmental Programs Specialist	46,410	50,995
4 Environmental Compliance Inspectors	220,350	230,230
1 Environmental Compliance Supervisor	89,710	79,870
1 Environmental Programs Manager/Utilities	96,500	105,320
2 Environmental Programs Specialists	144,425	140,460
1 Sr. Environmental Programs Specialist	69,640	76,400
Bilingual Pay	3,900	3,900
Budget Adjustment - MOU Agreement (07-09, 07-10)	17,435	0
	688,370	687,175
EMPLOYEE OVERHEAD:		
5025-558-440 OTHER EMPLOYEE OVERHEAD		
Other Employee Overhead	23,530	23,410
Budget Adjustment - MOU Agreement (07-09, 07-10)	295	0
	23,825	23,410
5026-558-440 PERS		
PERS	193,365	211,660
Budget Adjustment - MOU Agreement (07-09, 07-10)	5,025	0
	198,390	211,660
5027-558-440 MEDICAL	94,475	107,690
5028-558-440 WORKERS' COMPENSATION		
Workers' Compensation	31,310	42,820
Budget Adjustment - MOU Agreement (07-09, 07-10)	735	0
	32,045	42,820
5030-558-440 FLEXIBLE BENEFITS		
Flexible Benefits	22,915	23,365
Budget Adjustment - MOU Agreement (07-09, 07-10)	35	0
	22,950	23,365
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>1,060,055</b>	<b>1,096,120</b>

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>558-440 ENVIRONMENTAL PROGRAMS</b>		
5101-558-440 OFFICE/OPERATING SUPPLIES		
General Office Supplies	1,500	3,000
Stormwater Stenciling Supplies	1,000	1,000
	2,500	4,000
5126-558-440 MAINTENANCE OF EQUIPMENT		
Field Equipment	0	4,800
Monitoring and Sampling	0	200
	0	5,000
5131-558-440 PROFESSIONAL SERVICES/CONTRACTS		
Alternative Compliance Program	125,000	25,000
Carlsbad Dry Weather Monitoring	25,000	0
Carlsbad Watershed Monitoring and Special Study	47,000	0
Carlsbad WQIP Contract	11,360	0
Downstream Service Contract	10,000	0
Municipal Separate Storm Sewer (MS4) Maintenance	17,000	0
Regional Program Costs	65,860	54,000
San Dieguito Dry Weather Monitoring Program	15,000	0
San Dieguito Watershed Monitoring and Special Study	51,000	0
San Dieguito WQIP Contract	1,395	0
Technical Support - JRMP Update	50,000	0
Transitional Dry Weather Monitoring Program	10,000	0
Carlsbad Watershed Management Area Compliance	0	130,000
MS4 Layer Maintenance	0	10,000
San Dieguito Watershed Management Area Compliance	0	60,400
Technical Support - Jurisdictional Compliance	0	72,515
Trash Amendment Regulation Compliance	0	70,000
	428,615	421,915
5160-558-440 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	10,000	8,000
5161-558-440 MILEAGE REIMBURSEMENT		
Miscellaneous	2,000	2,000

**CITY OF ESCONDIDO  
 FY 2016-17 Operating Budget  
 Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>558-440 ENVIRONMENTAL PROGRAMS</b>		
5162-558-440 DUES AND SUBSCRIPTIONS		
BMP Manuals	800	800
CASQA Membership	770	770
Professional Licensing Fees	400	1,000
	<u>1,970</u>	<u>2,570</u>
5167-558-440 ADVERTISING AND PRINTING		
Public Education and Awareness Program	6,000	6,000
5173-558-440 OTHER TELEPHONE		
Cell Phones	0	2,400
5190-558-440 OTHER EXPENSE		
Permits and Fees	38,000	38,000
5193-558-440 SOFTWARE		
Pendragon, Adobe	1,000	200
5194-558-440 MINOR OFFICE EQUIPMENT		
Computer Screens, Tablets, etc.	3,000	3,000
<b>TOTAL, M &amp; O</b>	<b>493,085</b>	<b>493,085</b>
5209-558-440 OTHER CAPITAL OUTLAY		
Stormwater BMP's, Retrofits and Equipment	100,000	100,000
<b>TOTAL, CAPITAL</b>	<b>100,000</b>	<b>100,000</b>
5164-558-440 FLEET SERVICES	4,165	35,680
5165-558-440 DUPLICATING	110	0
5178-558-440 OFFICE AUTOMATION	2,685	2,665

**CITY OF ESCONDIDO  
 FY 2016-17 Operating Budget  
 Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>558-440 ENVIRONMENTAL PROGRAMS</b>		
5183-558-440 INSURANCE		
General Liability Insurance	12,590	15,995
Property Insurance	410	405
	<u>13,000</u>	<u>16,400</u>
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>19,960</b>	<b>54,745</b>
<b>SUBTOTAL, ENVIRONMENTAL PROGRAMS</b>	<b>1,673,100</b>	<b>1,743,950</b>
5901-558-440 ALLOCATED IN		
Code Enforcement	0	61,920
Engineering	223,620	246,450
Maintenance/Streets	17,475	27,760
Maintenance/Parks	21,590	22,030
Successor Agency-Housing	5,615	6,075
Water	14,525	16,560
Wastewater	0	18,230
	<u>282,825</u>	<u>399,025</u>
5902-558-440 ALLOCATED OUT		
Water	(89,715)	(93,580)
Wastewater	0	(257,675)
	<u>(89,715)</u>	<u>(351,255)</u>
<b>TOTAL, ENVIRONMENTAL PROGRAMS</b>	<b>1,866,210</b>	<b>1,791,720</b>



# Internal Service Funds



**CITY OF ESCONDIDO**  
**FY 2016-17 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>2016-17</b>	<b>2017-18</b>
<u>Charges to Departments:</u>		
City Council	\$ 50,130	\$ 50,795
City Manager	120,650	122,250
City Attorney	77,835	78,870
City Clerk	55,125	55,860
City Treasurer	17,910	18,150
Finance	97,840	99,140
Human Resources/Risk Mgmt.	91,745	92,965
Information Systems/Administration	99,970	101,300
Library	240,835	244,040
Older Adult Services	255,375	258,770
Planning/Building/Code Enforcement	174,680	177,005
Engineering	233,030	236,130
Maintenance/Streets	66,115	66,995
Maintenance/Parks	286,480	290,290
Radio Communications	10,410	10,550
Recycling and Waste Reduction	90,265	91,465
Police	1,051,325	1,065,000
Fire	200,130	202,790
Center for the Arts	547,370	554,650
Community Services/Recreation & ASES	413,030	418,525
CDBG Administration	11,500	11,655
Successor Agency-Housing	6,235	6,325
Water/Lakes	309,255	313,565
Wastewater	160,675	162,805
Duplicating	12,555	12,720
Fleet Services	95,085	96,350
<b>TOTAL, Charges to Departments</b>	<b>4,775,555</b>	<b>4,838,960</b>
Interest	2,200	2,200
<b>TOTAL, Sources</b>	<b>\$ 4,777,755</b>	<b>\$ 4,841,160</b>

**Uses of Funds:**

<u>Operating Budget</u>		
Employee Services	\$ 2,218,395	\$ 2,218,395
Maintenance and Operations	2,304,190	2,364,190
Internal Service Charges	143,505	143,505
Allocations	13,525	13,525
<b>TOTAL, Operating Budget</b>	<b>4,679,615</b>	<b>4,739,615</b>
CEC Loan Principal	85,390	88,795
SDG&E Loan Principal	2,260	2,260
Add to Fund Balance	10,490	10,490
<b>TOTAL, Uses</b>	<b>\$ 4,777,755</b>	<b>\$ 4,841,160</b>

**CITY OF ESCONDIDO  
FY 2016-17 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>2013-14 Actual</b>	<b>2014-15 Actual</b>	<b>2015-16 Revised</b>	<b>2016-17 Budget</b>
<b>STAFFING:</b>				
Regular Full-Time	14.0	14.0	14.0	15.0
Regular Part-Time	0.8	0.8	0.8	0.8
Temporary Part-Time (FTE)	17.0	17.7	17.9	21.8
Department Total	<u>31.8</u>	<u>32.5</u>	<u>32.7</u>	<u>37.6</u>
<b>BUDGET:</b>				
Employee Services	1,704,451	1,840,318	1,953,895	2,218,395
Maintenance & Operations	2,193,142	2,215,204	2,154,510	2,304,190
Capital	14,406	0	0	0
Internal Service Charges	119,635	117,600	137,105	143,505
Allocations (Net)	14,645	9,019	11,540	13,525
Total Budget	<u>4,046,279</u>	<u>4,182,141</u>	<u>4,257,050</u>	<u>4,679,615</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**

- Management Analyst position transferred in from the Recycling & Waste Reduction department
- Increase in temporary part-time positions
- Increase in salaries, workers' compensation & PERS costs
- Increase in professional services for items such as carpentry repairs, fire alarm inspections and HVAC repairs and increase in the cost of utilities
- Increase in internal service charges is primarily due to increase in fleet and office automation charges
- Increase in charges to departments

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>650-450 BUILDING MAINTENANCE</b>		
5001-650-450 REGULAR FULL-TIME		
1 Deputy Director of Public Works/Maintenance	114,590	116,885
1 Building Maintenance Superintendent	88,190	89,955
1 Building Maintenance Supervisor	70,450	73,655
1 Custodial Supervisor	53,955	55,035
6 Custodian I/II's	221,280	226,650
1 Facilities Project Coordinator	60,110	68,580
1 HVAC Technician	63,840	66,415
2 Lead Maintenance Technicians	111,985	117,405
1 Management Analyst II (from 001-407)	0	73,990
Shift Differential	3,120	3,120
Bilingual Pay	9,100	7,800
Holiday Pay	20,480	20,890
Budget Adjustment - MOU Agreement (07-02, 07-09, 07-10)	12,140	0
	829,240	920,380
5003-650-450 REGULAR PART-TIME		
1 Custodian I (.75)	25,085	26,100
5004-650-450 TEMPORARY PART-TIME		
Temporary Part-Time	354,425	433,815
Bilingual Pay	2,700	2,700
	357,125	436,515
5020-650-450 OVERTIME		
Overtime	61,700	63,550
Standby Pay	28,300	28,300
	90,000	91,850
EMPLOYEE OVERHEAD:		
5025-650-450 OTHER EMPLOYEE OVERHEAD		
Other Employee Overhead	39,545	43,855
Budget Adjustment - MOU Agreement (07-02, 07-09, 07-10)	205	0
	39,750	43,855

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<b>2015-16 REVISED</b>	<b>2016-17 BUDGET</b>
<b>650-450 BUILDING MAINTENANCE</b>		
5026-650-450 PERS		
PERS	304,530	373,840
Budget Adjustment - MOU Agreement (07-02, 07-09, 07-10)	3,500	0
	308,030	373,840
5027-650-450 MEDICAL	192,650	182,900
5028-650-450 WORKERS' COMPENSATION		
Workers' Compensation	96,475	123,870
Budget Adjustment - MOU Agreement (07-02, 07-09, 07-10)	810	0
	97,285	123,870
5030-650-450 FLEXIBLE BENEFITS		
Flexible Benefits	14,680	19,085
Budget Adjustment - MOU Agreement (07-02, 07-09, 07-10)	50	0
	14,730	19,085
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>1,953,895</b>	<b>2,218,395</b>
5101-650-450 OFFICE/OPERATING SUPPLIES		
Boot Allowance	3,225	3,225
Miscellaneous Supplies and Code Books	500	500
Safety Glasses	2,000	2,000
Small Tools	1,275	1,275
	7,000	7,000
5102-650-450 CUSTODIAL SUPPLIES	100,000	100,000
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
Appliance Repair	8,000	10,000
Automatic Doors/Roll Up Doors, Service and Parts	88,000	88,000
Awning Maintenance and Repair	1,500	1,500

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**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>650-450 BUILDING MAINTENANCE</b>		
5131-650-450 PROFESSIONAL SERVICES/CONTRACTS (continued)		
Backflow Device Inspections	4,500	4,500
Carpentry and Miscellaneous Repairs	13,000	25,000
City Hall/Maple Street Plaza/Mercado Fountain Maintenance	30,000	30,000
Citywide HVAC Filter, Belts and Lube (60% CCAE)	66,000	66,000
Collapsible Wall Maintenance (Conference Center Salons)	5,400	5,400
Custodial Support (Records, DEA Bldg, Oak Hill Rec Bldg)	55,000	64,500
Drain Cleanout/Plumbing Repairs	45,000	45,000
Electrical Repairs	70,000	70,000
Electronic Marquee Maintenance	2,000	2,000
Elevator Maintenance and Repairs	49,000	49,000
Elevator State Inspection Fee	3,800	3,800
Energy Management System	70,500	70,500
Fall Protection Inspection and Certification (CCAЕ)	2,600	2,600
Fire Alarm Inspections, Monitoring and Repairs	43,700	60,000
Fire Extinguishers	9,000	9,000
Fire Station Fuel Tank Permits	2,500	0
Floor Repair	2,000	5,000
Generator and Chiller Permits	26,700	26,700
Generator Maintenance	60,000	60,000
Glass Repair	7,500	7,500
Gym Floor/Dance Floor Refinishing	15,000	15,000
HVAC Air Duct Cleaning	2,000	0
HVAC Repairs	25,000	50,000
HVAC Service Contract (CCAЕ and City Hall)	50,000	50,000
Hazardous Waste Disposal	4,000	4,000
Jail Door Maintenance	8,000	8,000
Lock Repair	2,400	2,400
Osmosis Equipment Maintenance (Fire Stations 1-7)	3,000	7,000
Pest Control	18,000	18,000
Pneumatic Control Maintenance (City Hall and CCAЕ)	30,000	30,000
Pressure Washing	9,000	9,000
Rolling Storage File Maintenance (Police/Fire)	7,500	7,500
Roof Repair	5,000	5,000
Security System Monitoring and Repairs	27,700	27,700
Soft Water Service for Humidifiers (CCAЕ Museum)	3,300	3,300
Speed Drive Service (CCAЕ)	10,000	10,000
Stage Lift Maintenance (CCAЕ)	4,300	4,300
UPS Maintenance (Police/Fire)	12,800	12,800
Uniforms	7,000	7,000
Vacation/Sick Relief	19,000	0

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**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>650-450 BUILDING MAINTENANCE</b>		
5131-650-450 PROFESSIONAL SERVICES/CONTRACTS (continued)		
Water Treatment	12,400	12,400
Window Cleaning	11,000	11,000
Stage Rigging Inspection	0	13,000
Painting	0	10,000
	954,600	1,025,900
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
5170-650-450 UTILITIES		
Gas and Electric	295,000	310,000
Safety Facility Utilities	545,000	610,000
	840,000	920,000
5171-650-450 WATER		
Water Usage	21,280	23,000
5173-650-450 OTHER TELEPHONE		
Cellular Phone Service	9,700	9,700
5180-650-450 RENT		
Pager Rental	400	400
Other Rent	1,000	1,000
	1,400	1,400
5501-650-450 INTEREST		
CEC Loan Interest	24,875	21,535
<b>TOTAL, M &amp; O</b>	<b>2,154,510</b>	<b>2,304,190</b>

**CITY OF ESCONDIDO  
 FY 2016-17 Operating Budget  
 Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>650-450 BUILDING MAINTENANCE</b>		
5164-650-450 FLEET SERVICES	56,320	62,975
5165-650-450 DUPLICATING	350	135
5172-650-450 TELECOMMUNICATIONS	1,540	1,705
5174-650-450 RADIO COMMUNICATIONS	3,490	3,070
5178-650-450 OFFICE AUTOMATION	13,010	14,175
5183-650-450 INSURANCE		
General Liability Insurance	61,410	60,475
Property Insurance	985	970
	62,395	61,445
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>137,105</b>	<b>143,505</b>
<b>SUBTOTAL, BUILDING MAINTENANCE</b>	<b>4,245,510</b>	<b>4,666,090</b>
5901-650-450 ALLOCATED IN		
Engineering	11,540	21,815
5902-650-450 ALLOCATED OUT		
City Manager - Daley Ranch House Rental (52006)	0	(8,290)
<b>TOTAL, BUILDING MAINTENANCE</b>	<b>4,257,050</b>	<b>4,679,615</b>



**CITY OF ESCONDIDO  
 FY 2016-17 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>2016-17</b>	<b>2017-18</b>
Charges to Departments	\$ 198,000	\$ 198,000
Interest	4,500	4,500
Use of Available Fund Balance	37,655	37,655
<b>TOTAL, Sources</b>	<b>\$ 240,155</b>	<b>\$ 240,155</b>

**Uses of Funds:**

<u>Operating Budget</u>		
Employee Services	\$ 161,730	\$ 161,730
Maintenance and Operations	9,750	9,750
Internal Service Charges	31,260	31,260
Allocations	37,415	37,415
<b>TOTAL, Uses</b>	<b>\$ 240,155</b>	<b>\$ 240,155</b>

**CITY OF ESCONDIDO  
FY 2016-17 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>2013-14 Actual</b>	<b>2014-15 Actual</b>	<b>2015-16 Revised</b>	<b>2016-17 Budget</b>
<b>STAFFING:</b>				
Regular Full-Time	2.0	2.0	2.0	2.0
<b>BUDGET:</b>				
Employee Services	101,651	138,808	151,945	161,730
Maintenance & Operations	14,600	16,339	9,750	9,750
Capital	88,584	0	70,000	0
Internal Service Charges	21,780	34,785	30,405	31,260
Allocations (Net)	0	24,455	25,535	37,415
Total Budget	<u>226,615</u>	<u>214,387</u>	<u>287,635</u>	<u>240,155</u>

**DEPARTMENT PRIORITIES**

- Provide day-to-day customer service assistance and PeopleSoft inventory training to all employees and departments
- On a weekly basis, provide inventory deliveries to all departments
- Coordinate, monitor and assist employees with all aspects of surplus property
- Act as a liaison between the Warehouse and the Risk and Safety department regarding safety items

**MAJOR BUDGET IMPACTS**

- Increase in salaries, workers' compensation and PERS costs
- Use of available fund balance

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>652-710 WAREHOUSE</b>		
5001-652-710 REGULAR FULL-TIME		
1 Buyer/Stores Supervisor	54,250	57,370
1 Purchasing/Inventory Control	42,155	45,150
Budget Adjustment - MOU Agreement (07-09, 07-10)	1,930	0
	98,335	102,520
5020-652-710 OVERTIME	300	300
EMPLOYEE OVERHEAD:		
5025-652-710 OTHER EMPLOYEE OVERHEAD		
Other Employee Overhead	3,970	3,995
Budget Adjustment - MOU Agreement (07-09, 07-10)	35	0
	4,005	3,995
5026-652-710 PERS		
PERS	27,785	31,580
Budget Adjustment - MOU Agreement (07-09, 07-10)	560	0
	28,345	31,580
5027-652-710 MEDICAL	10,855	10,825
5028-652-710 WORKERS' COMPENSATION		
Workers' Compensation	8,050	10,520
Budget Adjustment - MOU Agreement (07-09, 07-10)	110	0
	8,160	10,520
5030-652-710 FLEXIBLE BENEFITS		
Flexible Benefits	1,925	1,990
Budget Adjustment - MOU Agreement (07-09, 07-10)	20	0
	1,945	1,990
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>151,945</b>	<b>161,730</b>
5101-652-710 OFFICE/OPERATING SUPPLIES		
Miscellaneous Supplies	1,000	1,000

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**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>652-710 WAREHOUSE</b>		
5101-652-710 OFFICE/OPERATING SUPPLIES (continued)		
Safety Glasses/Shoes	650	650
Small Tools	800	800
Uniforms	1,000	1,000
	3,450	3,450
5126-652-710 MAINTENANCE OF EQUIPMENT		
Printer & Fax Maintenance Agreements	300	300
5190-652-710 OTHER EXPENSE	6,000	6,000
<b>TOTAL, M &amp; O</b>	<b>9,750</b>	<b>9,750</b>
5209-652-710 OTHER CAPITAL OUTLAY		
Replace Warehouse Racks & Shelving	70,000	0
<b>TOTAL, CAPITAL OUTLAY</b>	<b>70,000</b>	<b>0</b>
5164-652-710 FLEET SERVICES	13,785	14,460
5172-652-710 TELECOMMUNICATIONS	1,215	1,275
5178-652-710 OFFICE AUTOMATION	6,710	6,660
5183-652-710 INSURANCE		
General Liability Insurance	6,800	6,990
Property Insurance	1,895	1,875
	8,695	8,865
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>30,405</b>	<b>31,260</b>
<b>SUBTOTAL, WAREHOUSE</b>	<b>262,100</b>	<b>202,740</b>

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>652-710 WAREHOUSE</b>		
5901-652-710 ALLOCATED IN		
Finance	25,535	37,415
<b>TOTAL, WAREHOUSE</b>	<b>287,635</b>	<b>240,155</b>



**CITY OF ESCONDIDO  
FY 2016-17 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>2016-17</b>	<b>2017-18</b>
<u>Charges to Departments:</u>		
City Clerk	\$ 255	\$ 5,070
Risk Management	3,620	3,620
Library	10,710	14,440
Planning	3,515	3,515
Code Enforcement	50,285	58,210
Building	22,735	24,385
Engineering	67,440	67,440
Maintenance/Streets	907,260	937,210
Maintenance/Parks	170,020	176,525
Recycling and Waste Reduction	3,395	5,535
Police	1,322,440	1,740,675
Fire	1,290,325	1,707,285
Non-Departmental	26,960	23,230
Community Services/Recreation	24,215	26,280
CDBG Administration	2,020	2,020
Water	513,130	601,350
Canal	73,545	73,545
Lakes	142,905	146,355
Wastewater	589,185	639,215
Recycled Water	3,190	3,190
Environmental Programs	35,680	36,870
Building Maintenance	62,975	65,800
Warehouse	14,460	14,460
Office Automation	3,280	3,280
<b>TOTAL, Charges to Departments</b>	<b>5,343,545</b>	<b>6,379,505</b>
Accident Recoveries	67,025	67,025
Interest	28,235	28,235
Use of Available Fund Balance	802,040	166,840
<b>TOTAL, Sources</b>	<b>\$ 6,240,845</b>	<b>\$ 6,641,605</b>

**Uses of Funds:**

<u>Operating Budget</u>		
Employee Services	\$ 1,192,565	\$ 1,192,565
Maintenance and Operations	2,223,765	2,223,765
Capital Outlay	2,489,900	2,885,900
Internal Service Charges	155,835	155,835
Allocations	13,600	13,600
<b>TOTAL, Operating Budget</b>	<b>6,075,665</b>	<b>6,471,665</b>
Lease Payment Principal	165,180	169,940
<b>TOTAL, Uses</b>	<b>\$ 6,240,845</b>	<b>\$ 6,641,605</b>

**CITY OF ESCONDIDO  
FY 2016-17 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>2013-14 Actual</b>	<b>2014-15 Actual</b>	<b>2015-16 Revised</b>	<b>2016-17 Budget</b>
<b>STAFFING:</b>				
Regular Full-Time	12.0	12.0	12.0	12.0
Temporary Part-Time (FTE)	0.7	0.7	0.7	0.7
Department Total	<u>12.7</u>	<u>12.7</u>	<u>12.7</u>	<u>12.7</u>
<b>BUDGET:</b>				
Employee Services	1,000,032	1,042,939	1,142,430	1,192,565
Maintenance & Operations	2,131,327	2,094,369	2,328,390	2,223,765
Capital	2,058,809	4,235,980	2,202,500	2,489,900
Internal Service Charges	96,225	112,675	135,745	155,835
Allocations (Net)	10,760	10,955	11,540	13,600
Total Budget	<u>5,297,153</u>	<u>7,496,918</u>	<u>5,820,605</u>	<u>6,075,665</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 salaries, workers' compensation, medical and PERS costs
- Decrease in gas projections
- Increase in the cost of anticipated vehicle replacements
- Increase in internal service charges is primarily due to increase in building maintenance charges
- Increase in charges to departments
- Use of available fund balance

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>653-715 FLEET SERVICES</b>		
5001-653-715 REGULAR FULL-TIME		
1 Division Coordinator	42,970	46,165
6 Equipment Mechanic I/II's	346,470	363,405
1 Equipment Service Worker	44,075	41,590
1 Fleet Maintenance Superintendent	73,530	76,500
2 Lead Mechanics	137,490	143,050
1 Storekeeper/Receiving Clerk	34,940	37,465
Bilingual Pay	1,300	1,300
Budget Adjustment - MOU Agreement (07-02, 07-10)	11,260	0
	692,035	709,475
5004-653-715 TEMPORARY PART-TIME		
1 Department Assistant	13,650	13,650
5020-653-715 OVERTIME		
Stand By	10,900	10,900
Unscheduled/Emergency Overtime	20,000	20,000
	30,900	30,900
EMPLOYEE OVERHEAD:		
5025-653-715 OTHER EMPLOYEE OVERHEAD		
Other Employee Overhead	30,335	30,535
Budget Adjustment - MOU Agreement (07-02, 07-10)	190	0
	30,525	30,535
5026-653-715 PERS		
PERS	202,690	218,525
Budget Adjustment - MOU Agreement (07-02, 07-10)	3,245	0
	205,935	218,525
5027-653-715 MEDICAL		
	112,500	122,850
5028-653-715 WORKERS' COMPENSATION		
Workers' Compensation	49,135	59,320
Budget Adjustment - MOU Agreement (07-02, 07-10)	770	0
	49,905	59,320

**CITY OF ESCONDIDO  
 FY 2016-17 Operating Budget  
 Line Item Detail**

	<b>2015-16 REVISED</b>	<b>2016-17 BUDGET</b>
<b>653-715 FLEET SERVICES</b>		
5030-653-715 FLEXIBLE BENEFITS	6,980	7,310
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>1,142,430</b>	<b>1,192,565</b>
5101-653-715 OFFICE/OPERATING SUPPLIES		
APCD Permits	7,500	7,500
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	9,400	9,400
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	1,000,000	900,000
5112-653-715 OIL AND LUBRICANTS	40,000	40,000
5113-653-715 OTHER MOTIVE FUELS	325,000	325,000
5115-653-715 TIRES AND TUBES	145,000	145,000
5116-653-715 REPAIR PARTS		
Auto Repair Parts	300,000	300,000
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	70,000	70,000
5126-653-715 MAINTENANCE OF EQUIPMENT		
Fuel System and Pump Repair	2,000	2,000

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**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>653-715 FLEET SERVICES</b>		
5126-653-715 MAINTENANCE OF EQUIPMENT (continued)		
Miscellaneous Maintenance	2,000	2,000
Vehicle Hoist Repair	1,000	1,000
	5,000	5,000
5128-653-715 MAJOR MAINTENANCE		
Vehicle Painting	10,000	10,000
5131-653-715 PROFESSIONAL SERVICES/CONTRACTS		
Diagnostic Software Contract	2,100	2,100
Fleet Management Software Contract/Oracle License Fees	11,000	11,000
Fuel Pump Testing	1,500	1,500
Hazmat Pickup	7,500	7,500
Outside Brake Contract	11,690	11,690
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
Tire Disposal/Recycling	2,500	2,500
Uniform Contract	9,000	9,000
Wash Rack Maintenance	5,000	5,000
	62,790	62,790
5160-653-715 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	5,000	5,000
5162-653-715 DUES AND SUBSCRIPTIONS		
Miscellaneous	140	140
5173-653-715 OTHER TELEPHONE		
Cellular Phone Service	1,550	1,550
5182-653-715 INTEREST		
Fire Ladder Truck Lease	29,820	25,195

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>653-715 FLEET SERVICES</b>		
5190-653-715 OTHER EXPENSE		
Car Washes	35,000	35,000
<b>TOTAL, M &amp; O</b>	<b>2,328,390</b>	<b>2,223,765</b>
5208-653-715 MOTIVE EQUIPMENT		
Vehicle Replacement	2,202,500	2,489,900
<b>TOTAL, CAPITAL</b>	<b>2,202,500</b>	<b>2,489,900</b>
5125-653-715 BUILDING MAINTENANCE	73,785	95,085
5165-653-715 DUPLICATING	550	640
5172-653-715 TELECOMMUNICATIONS	1,390	1,455
5174-653-715 RADIO COMMUNICATIONS	1,745	1,755
5178-653-715 OFFICE AUTOMATION	10,735	10,660
5183-653-715 INSURANCE		
General Liability Insurance	45,340	44,060
Property Insurance	2,200	2,180
	47,540	46,240
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>135,745</b>	<b>155,835</b>
<b>SUBTOTAL, FLEET SERVICES</b>	<b>5,809,065</b>	<b>6,062,065</b>
5901-653-715 ALLOCATED IN		
Engineering	11,540	13,600
<b>TOTAL, FLEET SERVICES</b>	<b>5,820,605</b>	<b>6,075,665</b>

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Internal Service Fund Sources and Uses**

**DUPLICATING**

This department 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>	<b>2016-17</b>	<b>2017-18</b>
<u>Charges to Departments:</u>		
City Council	\$ 8,925	\$ 8,925
City Manager	19,615	19,615
City Attorney	13,165	13,165
City Clerk	10,425	10,425
Finance	29,220	29,220
Human Resources	20,375	20,375
Risk Management	2,540	2,540
Information Systems	1,580	1,580
Library	18,020	18,020
Older Adult Services	9,530	9,530
Planning	20,025	20,025
Code Enforcement	8,625	8,625
Building	7,655	7,655
Engineering	17,480	17,480
Maintenance/Streets	12,255	12,255
Police	59,785	59,785
Fire & Emergency Management	16,600	16,600
Non-Departmental - Escondido University & Education Compact	3,465	3,465
Community Services/Recreation & ASES	41,530	41,530
CDBG Administration	4,170	4,170
Housing	3,070	3,070
Water/Lakes	14,520	14,520
Wastewater/Environmental Programs	18,745	18,745
Building Maintenance	135	135
Fleet Services	640	640
Office Automation	3,655	3,655
Benefits Administration	7,305	7,305
Workers' Compensation	715	715
<b>TOTAL, Charges to Departments</b>	<b>373,770</b>	<b>373,770</b>
Use of Available Fund Balance	15,645	15,645
<b>TOTAL, Sources</b>	<b>\$ 389,415</b>	<b>\$ 389,415</b>

Uses of Funds:

<u>Operating Budget</u>		
Employee Services	\$ 80,245	\$ 80,245
Maintenance and Operations	275,000	275,000
Internal Service Charges	19,480	19,480
Allocations	14,690	14,690
<b>TOTAL, Uses</b>	<b>\$ 389,415</b>	<b>\$ 389,415</b>

**CITY OF ESCONDIDO  
FY 2016-17 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>2013-14 Actual</b>	<b>2014-15 Actual</b>	<b>2015-16 Revised</b>	<b>2016-17 Budget</b>
<b>STAFFING:</b>				
Regular Full-Time	1.0	1.0	1.0	1.0
<b>BUDGET:</b>				
Employee Services	49,906	75,114	74,960	80,245
Maintenance & Operations	244,016	257,768	275,000	275,000
Internal Service Charges	20,195	17,105	18,525	19,480
Allocations (Net)	0	0	0	14,690
Total Budget	<u>314,117</u>	<u>349,987</u>	<u>368,485</u>	<u>389,415</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 salaries and PERS costs
- Added allocation in from the IS/Administration General Fund department for Director and Department Assistant time
- Use of available fund balance

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>654-770 DUPLICATING</b>		
5001-654-770 REGULAR FULL-TIME		
1 Publications Coordinator II	45,090	48,380
EMPLOYEE OVERHEAD:		
5025-654-770 OTHER EMPLOYEE OVERHEAD	1,935	2,000
5026-654-770 PERS	12,995	14,900
5027-654-770 MEDICAL	11,575	11,540
5028-654-770 WORKERS' COMPENSATION	360	290
5030-654-770 FLEXIBLE BENEFITS	3,005	3,135
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>74,960</b>	<b>80,245</b>
5101-654-770 OFFICE/OPERATING SUPPLIES		
Duplicating Supplies	3,000	3,000
Finishing Supplies	500	500
Paper (4.5 mil. copies)	25,000	20,000
Printer Supplies	1,500	1,500
	30,000	25,000
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
5131-654-770 PROFESSIONAL SERVICES/CONTRACTS		
Account Software	1,000	1,000
Xerox Lease (5090/5046)	240,000	245,000
	241,000	246,000
<b>TOTAL, M &amp; O</b>	<b>275,000</b>	<b>275,000</b>

**CITY OF ESCONDIDO  
 FY 2016-17 Operating Budget  
 Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>654-770 DUPLICATING</b>		
5125-654-770 BUILDING MAINTENANCE	11,600	12,555
5172-654-770 TELECOMMUNICATIONS	990	975
5178-654-770 OFFICE AUTOMATION	2,685	2,665
5183-654-770 INSURANCE		
General Liability Insurance	2,035	2,080
Property Insurance	1,215	1,205
	3,250	3,285
 <b>TOTAL, INTERNAL SERVICE CHARGES</b>	 <b>18,525</b>	 <b>19,480</b>
 <b>SUBTOTAL, DUPLICATING</b>	 <b>368,485</b>	 <b>374,725</b>
 5901-654-770 ALLOCATED IN		
Info Systems/Administration	0	14,690
 <b>TOTAL, DUPLICATING</b>	 <b>368,485</b>	 <b>389,415</b>

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Internal Service Fund Sources and Uses**

**TELECOMMUNICATIONS**

This department 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.

<u>Sources of Funds:</u>	2016-17	2017-18
<u>Charges to Departments:</u>		
City Council	\$ 3,250	\$ 3,250
City Manager	3,875	3,875
City Attorney	4,875	4,875
City Clerk	10,015	10,015
City Treasurer	325	325
Finance	12,355	12,355
Human Resources	4,875	4,875
Risk Management	1,480	1,480
Information Systems	6,500	6,500
Library	31,080	31,080
Older Adult Services/Sr. Nutrition	15,400	15,400
Planning	8,130	8,130
Code Enforcement	6,500	6,500
Building	4,875	4,875
Engineering	70,205	70,205
Maintenance/Streets	22,160	22,160
Radio Communications	2,725	2,725
Police	130,675	130,675
Fire	97,955	97,955
Center for the Arts	39,570	39,570
Community Services/Recreation & ASES	38,775	38,775
CDBG	975	975
Successor Agency-Housing	1,625	1,625
Water/Lakes	49,610	49,610
Wastewater	37,895	37,895
Building Maintenance	1,705	1,705
Warehouse	1,275	1,275
Fleet Services	1,455	1,455
Duplicating	975	975
Office Automation	4,875	4,875
Workers' Compensation/Benefits Administration	1,320	1,320
Education COMPACT	670	670
Credit Union	6,175	6,175
<b>TOTAL, Charges to Departments</b>	<b>624,155</b>	<b>624,155</b>
Use of Available Fund Balance	76,095	76,095
<b>TOTAL, Sources</b>	<b>\$ 700,250</b>	<b>\$ 700,250</b>

Uses of Funds:

<u>Operating Budget</u>		
Employee Services	\$ 92,025	\$ 92,025
Maintenance and Operations	574,300	574,300
Internal Service Charges	7,930	7,930
Allocations	25,995	25,995
<b>TOTAL, Uses</b>	<b>\$ 700,250</b>	<b>\$ 700,250</b>

**CITY OF ESCONDIDO  
FY 2016-17 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>2013-14 Actual</b>	<b>2014-15 Actual</b>	<b>2015-16 Revised</b>	<b>2016-17 Budget</b>
<b>STAFFING:</b>				
Regular Full-Time	0.0	0.0	1.0	1.0
<b>BUDGET:</b>				
Employee Services	5,510	8,457	86,000	92,025
Maintenance & Operations	509,314	506,720	594,350	574,300
Internal Service Charges	5,350	4,435	7,530	7,930
Allocations (Net)	0	0	0	25,995
Total Budget	<u>520,174</u>	<u>519,612</u>	<u>687,880</u>	<u>700,250</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 recurring service charges
- 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 and continue the City's conversion to a VoIP Telephone System

**MAJOR BUDGET IMPACTS**

- Increase in salaries and PERS costs
- Moved Fire Station telecommunication services from MPLS provider to Cox and reduced the number of pay phones
- Added allocation in from the IS/Administration General Fund department for Director and Department Assistant time
- Use of available fund balance

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>654-771 TELECOMMUNICATIONS</b>		
5001-654-771 REGULAR FULL-TIME		
1 Telecommunications Specialist	52,290	56,005
5020-654-771 OVERTIME		
Standby Pay	4,000	4,000
Overtime	3,160	3,160
	7,160	7,160
EMPLOYEE OVERHEAD:		
5025-654-771 OTHER EMPLOYEE OVERHEAD	1,895	1,970
5026-654-771 PERS	15,070	17,250
5027-654-771 MEDICAL	5,790	5,770
5028-654-771 WORKERS' COMPENSATION	500	430
5030-654-771 FLEXIBLE BENEFITS	3,295	3,440
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>86,000</b>	<b>92,025</b>
5101-654-771 OFFICE/OPERATING SUPPLIES		
Tools & Wiring Supplies	500	500
5126-654-771 MAINTENANCE OF EQUIPMENT		
CISCO SmartNet VoIP	30,000	30,000
Interactive Intelligence VoIP Maintenance	2,100	6,000
Telephone System	32,000	32,000
Uninterruptible Power Supply	3,900	6,000
Voice Mail System & Interactive Voice Response	11,000	14,000
	79,000	88,000
5173-654-771 OTHER TELEPHONE		
AT&T Telephone Service - Voice & Data	300,000	310,000
Cox Ethernet Services - VoIP & Data	22,200	66,000

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**CITY OF ESCONDIDO  
 FY 2016-17 Operating Budget  
 Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>654-771 TELECOMMUNICATIONS</b>		
5173-654-771 OTHER TELEPHONE (continued)		
Internet Service - Cox	43,650	52,000
MPLS - Safety Network VoIP & Data	84,000	0
Pay Phones	15,000	7,000
Cellular Phone Service	0	800
	464,850	435,800
5194-654-771 MINOR OFFICE EQUIPMENT		
Voice/Data Hardware Upgrades	50,000	50,000
<b>TOTAL, M &amp; O</b>	<b>594,350</b>	<b>574,300</b>
5178-654-771 OFFICE AUTOMATION	5,290	5,250
5183-654-771 INSURANCE		
General Liability Insurance	2,030	2,480
Property Insurance	210	200
	2,240	2,680
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>7,530</b>	<b>7,930</b>
<b>SUBTOTAL, TELECOMMUNICATIONS</b>	<b>687,880</b>	<b>674,255</b>
5901-654-771 ALLOCATED IN		
Info Systems/Administration	0	25,995
<b>TOTAL, TELECOMMUNICATIONS</b>	<b>687,880</b>	<b>700,250</b>

**CITY OF ESCONDIDO  
 FY 2016-17 Operating Budget  
 Internal Service Fund Sources and Uses**

**MAIL SERVICES**

This department 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.

<u>Sources of Funds:</u>	2016-17	2017-18
<u>Charges to Departments:</u>		
City Council	\$ 115	\$ 115
City Manager	3,840	3,840
City Attorney	3,055	3,055
City Clerk	4,980	4,980
Finance	49,130	49,130
Human Resources	705	705
Risk Management	795	795
Information Systems/Administration	200	200
Older Adult Services	655	655
Planning	18,740	18,740
Code Enforcement	42,585	42,585
Building	1,910	1,910
Engineering	1,520	1,520
Maintenance/Streets	5,300	5,300
Police	22,145	22,145
Fire	10,065	10,065
Community Services/Recreation	2,150	2,150
CDBG Administration	1,100	1,100
Housing	5,005	5,005
Water	5,735	5,735
Lakes	125	125
Wastewater	1,350	1,350
Workers' Compensation	325	325
Benefits Administration	9,105	9,105
<b>TOTAL, Charges to Departments</b>	<b>190,635</b>	<b>190,635</b>
Use of Available Fund Balance	14,690	14,690
<b>TOTAL, Sources</b>	<b>\$ 205,325</b>	<b>\$ 205,325</b>

**Uses of Funds:**

<u>Operating Budget</u>		
Employee Services	\$ 75,150	\$ 75,150
Maintenance and Operations	112,505	112,505
Internal Service Charges	2,980	2,980
Allocations	14,690	14,690
<b>TOTAL, Uses</b>	<b>\$ 205,325</b>	<b>\$ 205,325</b>

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Department Summary**

**MAIL SERVICES**

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

**BUDGET SUMMARY**

	<b>2013-14 Actual</b>	<b>2014-15 Actual</b>	<b>2015-16 Revised</b>	<b>2016-17 Budget</b>
<b>STAFFING:</b>				
Regular Full-Time	1.0	1.0	1.0	1.0
<b>BUDGET:</b>				
Employee Services	61,238	69,061	73,330	75,150
Maintenance & Operations	97,074	97,289	112,505	112,505
Internal Service Charges	2,435	2,510	2,935	2,980
Allocations (Net)	<u>0</u>	<u>0</u>	<u>0</u>	<u>14,690</u>
Total Budget	<u>160,747</u>	<u>168,860</u>	<u>188,770</u>	<u>205,325</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 salaries and PERS costs
- Added allocation in from the IS/Administration General Fund department for Director and Department Assistant time
- Use of available fund balance

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>654-772 MAIL SERVICES</b>		
5001-654-772 REGULAR FULL-TIME		
1 Department Assistant	40,925	41,740
EMPLOYEE OVERHEAD:		
5025-654-772 OTHER EMPLOYEE OVERHEAD	1,865	1,900
5026-654-772 PERS	11,795	12,860
5027-654-772 MEDICAL	15,575	15,530
5028-654-772 WORKERS' COMPENSATION	330	250
5030-654-772 FLEXIBLE BENEFITS	2,840	2,870
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>73,330</b>	<b>75,150</b>
5101-654-772 OPERATING SUPPLIES		
Business Reply & Bulk Rate Permits/Office Supplies	500	500
Postage	70,000	70,000
Tape Rolls & Cartridge Meter	700	700
	<u>71,200</u>	<u>71,200</u>
5131-654-772 PROFESSIONAL SERVICES/CONTRACTS		
Community Notification Services	14,000	14,000
Document Shredding Service	600	600
Mail Delivery Service	3,000	3,000
Mail Delivery Service for Daily Off-Sites	14,000	14,000
Postal Machine Lease	9,000	9,000
	<u>40,600</u>	<u>40,600</u>
5173-654-772 OTHER TELEPHONE		
Cellular Phone Service	705	705
<b>TOTAL, M &amp; O</b>	<b>112,505</b>	<b>112,505</b>

**CITY OF ESCONDIDO  
 FY 2016-17 Operating Budget  
 Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>654-772 MAIL SERVICES</b>		
5178-654-772 OFFICE AUTOMATION	1,340	1,335
5183-654-772 INSURANCE		
General Liability Insurance	1,385	1,435
Property Insurance	210	210
	1,595	1,645
 <b>TOTAL, INTERNAL SERVICE CHARGES</b>	 <b>2,935</b>	 <b>2,980</b>
 <b>SUBTOTAL, MAIL SERVICES</b>	 <b>188,770</b>	 <b>190,635</b>
 5901-654-772 ALLOCATED IN		
Info Systems/Administration	0	14,690
 <b>TOTAL, MAIL SERVICES</b>	 <b>188,770</b>	 <b>205,325</b>

**CITY OF ESCONDIDO  
FY 2016-17 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.

<u>Sources of Funds:</u>	2016-17	2017-18
<u>Charges to Departments:</u>		
City Council	\$ 6,660	\$ 6,660
City Manager/Video Services	22,490	22,490
City Attorney	15,985	15,985
City Clerk	14,575	14,575
City Treasurer	1,335	1,335
Finance	53,125	53,125
Human Resources/Risk Management	23,425	23,425
Information Systems	27,745	27,745
Library	209,060	209,060
Older Adult Services/Sr. Nutrition	10,580	10,580
Planning	29,150	29,150
Code Enforcement	40,265	40,265
Building	15,985	15,985
Engineering	48,655	48,655
Maintenance/Streets	44,655	44,655
Maintenance/Parks	5,330	5,330
Recycling and Waste Reduction	5,250	5,250
Police	469,515	469,515
Fire/Emergency Management	133,730	133,730
Center for the Arts	58,875	58,875
Non-Departmental	21,310	21,310
Community Services/Recreation & ASES	53,290	53,290
CDBG Administration	7,910	7,910
Successor Agency-Housing	6,660	6,660
Water/Canal/Lakes	91,415	91,415
Wastewater/Recycled Water/Environmental Programs	107,090	107,090
Building Maintenance	14,175	14,175
Warehouse	6,660	6,660
Fleet Services	10,660	10,660
Duplicating	2,665	2,665
Telecommunications	5,250	5,250
Mail Services	1,335	1,335
Workers' Compensation/Benefits Administration	5,150	5,150
Credit Union	15,030	15,030
Escondido Education Compact	4,300	4,300
<b>TOTAL, Charges to Departments</b>	<b>1,589,290</b>	<b>1,589,290</b>
Use of Available Fund Balance	10,015	10,015
<b>TOTAL, Sources</b>	<b>\$ 1,599,305</b>	<b>\$ 1,599,305</b>
<u>Uses of Funds:</u>		
<u>Operating Budget</u>		
Employee Services	\$ 1,102,535	\$ 1,102,535
Maintenance and Operations	469,595	469,595
Internal Service Charges	27,175	27,175
<b>TOTAL, Uses</b>	<b>\$ 1,599,305</b>	<b>\$ 1,599,305</b>

**CITY OF ESCONDIDO  
FY 2016-17 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>2013-14 Actual</b>	<b>2014-15 Actual</b>	<b>2015-16 Revised</b>	<b>2016-17 Budget</b>
<b>STAFFING:</b>				
Regular Full-Time	11.0	11.0	11.0	11.0
<b>BUDGET:</b>				
Employee Services	1,037,871	1,076,475	1,116,355	1,102,535
Maintenance & Operations	415,636	389,122	462,995	469,595
Internal Service Charges	18,470	18,330	23,300	27,175
Total Budget	<u>1,471,977</u>	<u>1,483,927</u>	<u>1,602,650</u>	<u>1,599,305</u>

**DEPARTMENT PRIORITIES**

- Wide area and local area network security is top priority
- Continue to virtualize our environment. Migrating Microsoft Exchange email and applications into this type of environment.
- Migrate from Windows 7 and older versions of MS Office to Windows 10 and MS Office 2016
- Continue to provide ongoing help desk, network and infrastructure support, maintain downtown wireless, camera systems, servers, desktop hardware replacement, printer replacement, citywide network hardware infrastructure support and data backup and recovery services

**MAJOR BUDGET IMPACTS**

- Reorganization of positions
- Microsoft Enterprise Agreement 3.6% increase
- Increase in internal service charges is primarily due to increase in duplicating charges

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<b>2015-16 REVISED</b>	<b>2016-17 BUDGET</b>
<b>657-033 OFFICE AUTOMATION</b>		
5001-657-033 REGULAR FULL-TIME		
1 Network Manager	112,360	104,880
2 Network Systems Engineer	75,870	142,640
6 Network Systems Technician I/II/III	427,120	331,435
1 Sr. Network Systems Engineer	93,480	43,810
1 Network Administrator	0	62,120
Bilingual Pay	1,950	1,950
Vacation Contingency	7,155	7,155
	717,935	693,990
5020-657-033 OVERTIME		
Call Back	10,000	10,000
Comp Time Contingency	4,090	4,090
Standby Pay	5,000	5,000
	19,090	19,090
EMPLOYEE OVERHEAD:		
5025-657-033 OTHER EMPLOYEE OVERHEAD	28,160	28,600
5026-657-033 PERS	204,845	211,550
5027-657-033 MEDICAL	98,795	104,260
5028-657-033 WORKERS' COMPENSATION	5,975	4,450
5030-657-033 FLEXIBLE BENEFITS	41,555	40,595
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>1,116,355</b>	<b>1,102,535</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 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>657-033 OFFICE AUTOMATION</b>		
5126-657-033 MAINTENANCE OF EQUIPMENT		
Downtown Wireless	5,000	5,000
Printers - Laser (HP, Canon)	1,200	1,200
	<u>6,200</u>	<u>6,200</u>
5131-657-033 PROFESSIONAL SERVICES/CONTRACTS		
Network Security Audit	14,000	14,000
PCI Compliance	18,700	18,700
	<u>32,700</u>	<u>32,700</u>
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	228,800	237,400
	<u>258,300</u>	<u>266,900</u>
5194-657-033 MINOR OFFICE EQUIPMENT		
Desktop Replacement	72,000	70,000
Server Replacement	70,000	70,000
	<u>142,000</u>	<u>140,000</u>
<b>TOTAL, M &amp; O</b>	<b>462,995</b>	<b>469,595</b>
5164-657-033 FLEET SERVICES	3,885	3,280
5165-657-033 DUPLICATING	145	3,655
5172-657-033 TELECOMMUNICATIONS	4,230	4,875

**CITY OF ESCONDIDO  
 FY 2016-17 Operating Budget  
 Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>657-033 OFFICE AUTOMATION</b>		
5183-657-033 INSURANCE		
General Liability Insurance	13,735	14,075
Property Insurance	<u>1,305</u>	<u>1,290</u>
	15,040	15,365
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>23,300</b>	<b>27,175</b>
<b>TOTAL, OFFICE AUTOMATION</b>	<b>1,602,650</b>	<b>1,599,305</b>



**CITY OF ESCONDIDO  
 FY 2016-17 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.

<u>Sources of Funds:</u>	2016-17	2017-18
Charges to Departments	\$ 4,000,000	\$ 5,299,405
Interest	62,500	62,500
Use of Available Fund Balance	539,525	-
<b>TOTAL, Sources</b>	<b>\$ 4,602,025</b>	<b>\$ 5,361,905</b>

<u>Uses of Funds:</u>		
<u>Operating Budget</u>		
Employee Services	\$ 117,220	\$ 117,220
Maintenance and Operations	4,149,650	4,149,650
Internal Service Charges	21,535	21,535
Allocations	313,620	313,620
Add to Reserves	-	759,880
<b>TOTAL, Uses</b>	<b>\$ 4,602,025</b>	<b>\$ 5,361,905</b>

**CITY OF ESCONDIDO  
FY 2016-17 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>2013-14 Actual</b>	<b>2014-15 Actual</b>	<b>2015-16 Revised</b>	<b>2016-17 Budget</b>
<b>STAFFING:</b>				
Regular Full-Time	1.0	1.0	1.0	1.0
<b>BUDGET:</b>				
Employee Services	101,320	108,645	108,575	117,220
Maintenance & Operations	3,232,437	2,966,767	4,176,805	4,149,650
Internal Service Charges	13,015	13,905	18,055	21,535
Allocations (Net)	<u>308,150</u>	<u>295,200</u>	<u>308,700</u>	<u>313,620</u>
Total Budget	<u>3,654,922</u>	<u>3,384,517</u>	<u>4,612,135</u>	<u>4,602,025</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 injuries and illnesses with employees as well as departments

**MAJOR BUDGET IMPACTS**

- Increase in salaries and PERS costs
- Increase in self-insured excess insurance premium
- The change in the City's third party administrator resulted in a decrease in the cost of professional services
- Future increases in charges to departments will be necessary in order to build available fund balance up to the level recommended by the Actuary
- Increase in charges to departments
- Use of available fund balance. Fund balance is less than actuarial recommended amount.

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>690-721 WORKERS' COMPENSATION INSURANCE</b>		
5001-690-721 REGULAR FULL-TIME		
1 Sr. Human Resources Analyst	66,965	72,400
EMPLOYEE OVERHEAD:		
5025-690-721 OTHER EMPLOYEE OVERHEAD	2,320	2,460
5026-690-721 PERS	19,300	22,300
5027-690-721 MEDICAL	15,575	15,530
5028-690-721 WORKERS' COMPENSATION	535	435
5030-690-721 FLEXIBLE BENEFITS	3,880	4,095
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>108,575</b>	<b>117,220</b>
5101-690-721 OFFICE/OPERATING SUPPLIES		
Workers' Comp Supplies	750	750
5129-690-721 BENEFITS PAID		
Workers' Comp Benefits	1,018,000	1,018,000
5130-690-721 MEDICAL SERVICES		
Medical Services, Physical Therapy, Prescriptions	1,800,000	1,800,000
5131-690-721 PROFESSIONAL SERVICES/CONTRACTS		
Professional Services	45,000	45,000
Subrosa Services	20,000	20,000
Third Party Administrator	548,155	330,000
	613,155	395,000
5133-690-721 LEGAL COUNSEL		
Legal Fees	130,000	140,000
5160-690-721 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	3,500	3,500

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>690-721 WORKERS' COMPENSATION INSURANCE</b>		
5161-690-721 MILEAGE REIMBURSEMENT		
Mileage Reimbursement for Workers' Comp Claims	500	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	529,000	700,000
Fraud Insurance	80,000	90,000
	609,000	790,000
5173-690-721 OTHER TELEPHONE		
Cellular Phones	1,450	1,450
<b>TOTAL, M &amp; O</b>	<b>4,176,805</b>	<b>4,149,650</b>
5165-690-721 DUPLICATING	755	715
5172-690-721 TELECOMMUNICATIONS	255	335
5175-690-721 MAIL SERVICES	520	325
5178-690-721 OFFICE AUTOMATION	1,340	2,575
5183-690-721 INSURANCE		
General Liability Insurance	14,975	17,375
Property Insurance	210	210
	15,185	17,585
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>18,055</b>	<b>21,535</b>
<b>SUBTOTAL, WORKERS' COMPENSATION INSURANCE</b>	<b>4,303,435</b>	<b>4,288,405</b>

**CITY OF ESCONDIDO  
 FY 2016-17 Operating Budget  
 Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>690-721 WORKERS' COMPENSATION INSURANCE</b>		
5901-690-721 ALLOCATED IN		
City Attorney	128,895	127,195
Finance	14,035	13,765
Human Resources	38,065	39,160
Risk Management	<u>127,705</u>	<u>133,500</u>
	308,700	313,620
 <b>TOTAL, WORKERS' COMPENSATION INSURANCE</b>	 <b>4,612,135</b>	 <b>4,602,025</b>



**CITY OF ESCONDIDO**  
**FY 2016-17 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>2016-17</b>	<b>2017-18</b>
<u>Charges to Departments:</u>		
City Council	\$ 131,550	\$ 131,550
City Manager	18,385	18,385
City Attorney	9,445	9,445
City Clerk	9,765	9,765
City Treasurer	3,360	3,360
Finance	28,120	28,120
Human Resources	7,685	7,685
Information Systems	14,785	14,785
Library	54,770	54,770
Older Adult Services/Senior Nutrition	7,755	7,755
Planning	18,150	18,150
Code Enforcement	35,700	35,700
Building	16,860	16,860
Engineering	53,205	53,205
Maintenance/Streets	289,755	289,755
Maintenance/Parks	68,370	68,370
Recycling and Waste Reduction	6,850	6,850
Police	984,470	984,470
Fire/Emergency Management	247,980	247,980
Non-Departmental	12,355	12,355
Community Services/Recreation & ASES	73,080	73,080
CDBG Administration	12,665	12,665
Landscape Maintenance District	3,400	3,400
Successor Agency-Housing	4,980	4,980
Successor Agency - Redevelopment	5,815	5,815
Mobilehome Park Management	725	725
HOME	500	500
Water/Canal/Lakes	467,185	467,185
Wastewater/Recycled Water/Environmental Programs	289,955	289,955
Internal Service Funds	188,540	188,540
<b>TOTAL, Charges to Departments</b>	<b>3,066,160</b>	<b>3,066,160</b>
Interest	11,060	11,060
<b>TOTAL, Sources</b>	<b>\$ 3,077,220</b>	<b>\$ 3,077,220</b>

**Uses of Funds:**

<u>Operating Budget</u>		
Maintenance and Operations	\$ 1,651,370	\$ 1,651,370
Allocations	1,424,710	1,424,710
<b>TOTAL, Operating Budget</b>	<b>3,076,080</b>	<b>3,076,080</b>
Add to Fund Balance	1,140	1,140
<b>TOTAL, Uses</b>	<b>\$ 3,077,220</b>	<b>\$ 3,077,220</b>

**CITY OF ESCONDIDO  
 FY 2016-17 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>2013-14 Actual</b>	<b>2014-15 Actual</b>	<b>2015-16 Revised</b>	<b>2016-17 Budget</b>
<b>BUDGET:</b>				
Maintenance & Operations	2,729,393	558,377	1,651,370	1,651,370
Allocations (Net)	<u>1,302,930</u>	<u>1,342,935</u>	<u>1,425,850</u>	<u>1,424,710</u>
Total Budget	<u>4,032,323</u>	<u>1,901,312</u>	<u>3,077,220</u>	<u>3,076,080</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
- Develop a strategy to increase our General Liability reserves to maintain the suggested 50% confidence level

**MAJOR BUDGET IMPACTS**

- Increase in charges to departments

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>691-722 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
	123,600	123,600
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	100,000	100,000
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	200,000	200,000
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 2016-17 Operating Budget  
 Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 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>689,270</u>	<u>689,270</u>
	785,270	785,270
<b>TOTAL, M &amp; O</b>	<b>1,651,370</b>	<b>1,651,370</b>
<b>SUBTOTAL, GENERAL LIABILITY INSURANCE</b>	<b>1,651,370</b>	<b>1,651,370</b>
5901-691-722 ALLOCATED IN		
City Attorney	1,117,080	1,102,340
Finance	7,390	7,315
Risk Management	<u>301,380</u>	<u>315,055</u>
	1,425,850	1,424,710
<b>TOTAL, GENERAL LIABILITY INSURANCE</b>	<b>3,077,220</b>	<b>3,076,080</b>

**CITY OF ESCONDIDO  
 FY 2016-17 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.

<b><u>Sources of Funds:</u></b>	<b>2016-17</b>	<b>2017-18</b>
Charges to Departments	\$ 434,500	\$ 460,000
Employee Contributions	763,630	1,017,260
Retiree Premiums	900,000	900,000
COBRA Premiums	85,000	85,000
City Paid Premiums	8,221,500	8,712,160
<b>TOTAL, Charges to Departments and Premiums</b>	<b>10,404,630</b>	<b>11,174,420</b>
Insurance Rebate	33,000	30,000
Interest	1,000	1,000
Use of Available Fund Balance	110,075	95,600
<b>TOTAL, Sources</b>	<b>\$ 10,548,705</b>	<b>\$ 11,301,020</b>

**Uses of Funds:**

<u>Operating Budget</u>		
Employee Services	\$ 218,260	\$ 218,260
Maintenance and Operations	10,129,905	10,882,220
Internal Service Charges	59,750	59,750
Allocations	140,790	140,790
<b>TOTAL, Uses</b>	<b>\$ 10,548,705</b>	<b>\$ 11,301,020</b>

**CITY OF ESCONDIDO  
FY 2016-17 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**

	2013-14 Actual	2014-15 Actual	2015-16 Revised	2016-17 Budget
<b>STAFFING:</b>				
Regular Full-Time	2.0	2.0	2.0	2.0
Temporary Part-Time (FTE)	0.4	0.4	0.4	0.4
Department Total	<u>2.4</u>	<u>2.4</u>	<u>2.4</u>	<u>2.4</u>
<b>BUDGET:</b>				
Employee Services	158,005	180,061	206,410	218,260
Maintenance & Operations	8,838,226	9,046,915	10,084,515	10,129,905
Internal Service Charges	51,430	49,705	51,185	59,750
Allocations (Net)	<u>123,560</u>	<u>129,210</u>	<u>136,370</u>	<u>140,790</u>
Total Budget	<u>9,171,221</u>	<u>9,405,891</u>	<u>10,478,480</u>	<u>10,548,705</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**

- Increase in salaries and PERS costs
- Increase in premiums, tuition & server replacement costs
- Increase in internal service charges is primarily due to increase in duplicating and mail charges
- Increase in charges to departments
- Use of available fund balance

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>692-723 BENEFITS ADMINISTRATION</b>		
5001-692-723 REGULAR FULL-TIME		
1 Human Resources Technician I/II	53,185	56,140
1 Sr. Human Resources Analyst	<u>77,500</u>	<u>81,355</u>
	130,685	137,495
5004-692-723 TEMPORARY PART-TIME		
Clerical Assistance	8,000	8,000
EMPLOYEE OVERHEAD:		
5025-692-723 OTHER EMPLOYEE OVERHEAD	5,605	5,750
5026-692-723 PERS	37,665	42,350
5027-692-723 MEDICAL	15,575	15,530
5028-692-723 WORKERS' COMPENSATION	1,250	1,235
5030-692-723 FLEXIBLE BENEFITS	7,630	7,900
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>206,410</b>	<b>218,260</b>
5101-692-723 OFFICE/OPERATING SUPPLIES		
Benefit Supplies	1,000	1,200
5131-692-723 PROFESSIONAL SERVICES/CONTRACTS		
Employee Assistance Program	26,000	26,000
Employee Wellness Program	5,000	5,000
Flexible Spending Account Administration	15,000	15,000
Miscellaneous - 4th Level CalPERS	36,000	0
Patient Protection & Affordable Care Act Reporting	5,000	5,000
Safety 4th Level CalPERS	15,000	0
Unemployment Administration	3,500	3,500
CalPERS 4th Level (Safety and Misc.)	<u>0</u>	<u>55,000</u>
	105,500	109,500
5160-692-723 TRAINING & MEETINGS		
Seminars, Conferences, Workshops	3,000	3,000

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>692-723 BENEFITS ADMINISTRATION</b>		
5161-692-723 MILEAGE REIMBURSEMENT	100	100
5162-692-723 DUES AND SUBSCRIPTIONS		
CalPERS Public Agency Coalition	1,250	1,250
Professional Organization Membership & Subscriptions	<u>725</u>	<u>725</u>
	1,975	1,975
5169-692-723 OTHER INSURANCE		
COBRA Premiums	85,000	85,000
City Paid Premiums	2,000	2,000
Health Insurance Premiums	8,639,940	8,673,130
Life Insurance Premiums	165,000	165,000
Retiree Premiums	900,000	900,000
Waiver of Insurance Rebates	<u>145,000</u>	<u>145,000</u>
	9,936,940	9,970,130
5184-692-723 TUITION		
Tuition Program	8,000	16,000
5193-692-723 SOFTWARE		
Software Licensing (1/2 of cost in 023)	28,000	25,675
5194-692-723 MINOR OFFICE EQUIPMENT		
Server Replacement	0	2,325
<b>TOTAL, M &amp; O</b>	<b>10,084,515</b>	<b>10,129,905</b>
5165-692-723 DUPLICATING	5,370	7,305
5172-692-723 TELECOMMUNICATIONS	755	985
5175-692-723 MAIL SERVICES	2,915	9,105
5178-692-723 OFFICE AUTOMATION	2,685	2,575

**CITY OF ESCONDIDO  
 FY 2016-17 Operating Budget  
 Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>692-723 BENEFITS ADMINISTRATION</b>		
5183-692-723 INSURANCE		
General Liability Insurance	39,250	39,570
Property Insurance	210	210
	<u>39,460</u>	<u>39,780</u>
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>51,185</b>	<b>59,750</b>
<b>SUBTOTAL, BENEFITS ADMINISTRATION</b>	<b>10,342,110</b>	<b>10,407,915</b>
5901-692-723 ALLOCATED IN		
Finance	7,265	7,210
Human Resources	123,995	128,245
Risk Management	5,110	5,335
	<u>136,370</u>	<u>140,790</u>
<b>TOTAL, BENEFITS ADMINISTRATION</b>	<b>10,478,480</b>	<b>10,548,705</b>



**CITY OF ESCONDIDO  
FY 2016-17 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>2016-17</b>	<b>2017-18</b>
<u>Charges to Departments:</u>		
City Council	\$ 2,665	\$ 2,665
City Manager	32,240	32,240
City Attorney	3,945	3,945
City Clerk	4,335	4,335
City Treasurer	870	870
Finance	4,400	4,400
Human Resources	4,650	4,650
Risk Management	890	890
Information Systems	3,870	5,160
Library	50,605	50,605
Older Adult Services/Senior Nutrition	7,460	7,460
Planning	9,925	9,925
Code Enforcement	2,775	2,775
Building	2,745	2,745
Engineering	18,965	18,965
Streets	4,655	4,655
Parks	9,120	9,120
Radio Communications	405	405
Recycling and Waste Reduction	445	445
Police	57,670	57,670
Fire	98,860	98,860
Non-Departmental	545	545
Community Services/Recreation & ASES	31,500	31,500
CDBG Administration	1,185	1,185
Successor Agency-Housing/HOME/Mobilehome Park Management	3,220	3,220
Water/Canal/Lakes	131,900	131,900
Wastewater	179,065	179,065
Environmental Programs	405	405
Internal Service Funds	8,350	8,350
<b>TOTAL, Charges to Departments</b>	<b>677,665</b>	<b>678,955</b>
Interest	3,400	3,400
Use of Available Fund Balance	3,445	2,155
<b>TOTAL, Sources</b>	<b>\$ 684,510</b>	<b>\$ 684,510</b>

**Uses of Funds:**

<u>Operating Budget</u>		
Maintenance and Operations	\$ 600,750	\$ 600,750
Allocations	83,760	83,760
<b>TOTAL, Operating Uses</b>	<b>\$ 684,510</b>	<b>\$ 684,510</b>

**CITY OF ESCONDIDO  
 FY 2016-17 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>2013-14 Actual</b>	<b>2014-15 Actual</b>	<b>2015-16 Revised</b>	<b>2016-17 Budget</b>
<b>BUDGET:</b>				
Maintenance & Operations	443,398	456,016	600,750	600,750
Allocations (Net)	<u>72,885</u>	<u>77,860</u>	<u>80,315</u>	<u>83,760</u>
Total Budget	<u>516,283</u>	<u>533,876</u>	<u>681,065</u>	<u>684,510</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**

- None

**CITY OF ESCONDIDO  
 FY 2016-17 Operating Budget  
 Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 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	580,750	580,750
<b>TOTAL, M &amp; O</b>	<b>600,750</b>	<b>600,750</b>
<b>SUBTOTAL, PROPERTY INSURANCE</b>	<b>600,750</b>	<b>600,750</b>
5901-693-724 ALLOCATED IN		
Finance	3,695	3,660
Risk Management	76,620	80,100
	80,315	83,760
<b>TOTAL, PROPERTY INSURANCE</b>	<b>681,065</b>	<b>684,510</b>



**CITY OF ESCONDIDO  
 FY 2016-17 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.

**Sources of Funds:**

	<b>2016-17</b>	<b>2017-18</b>
Charges to Departments	\$ 410,800	\$ 416,000
Employee Contributions	426,400	450,900
Use of Available Fund Balance	57,800	38,100
<b>TOTAL, Sources</b>	<b>\$ 895,000</b>	<b>\$ 905,000</b>

**Uses of Funds:**

<u>Operating Budget</u>		
Maintenance and Operations	\$ 895,000	\$ 905,000
<b>TOTAL, Uses</b>	<b>\$ 895,000</b>	<b>\$ 905,000</b>

**CITY OF ESCONDIDO  
 FY 2016-17 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>2013-14 Actual</b>	<b>2014-15 Actual</b>	<b>2015-16 Revised</b>	<b>2016-17 Budget</b>
<b>BUDGET:</b>				
Maintenance & Operations	796,877	769,714	895,000	895,000

**DEPARTMENT PRIORITIES**

- Provide quality dental coverage for City employees
- Provide administration of Dental PPO & DMO plans and provide day to day customer service to all employees
- Provide employee dental communication materials and coordinate open enrollment, health fairs and other relevant employee meetings
- Provide analysis, research and recommendations of various employee dental programs and cost sharing options; serve on the City's Health Insurance Committee

**MAJOR BUDGET IMPACTS**

- Use of available fund balance

**CITY OF ESCONDIDO  
 FY 2016-17 Operating Budget  
 Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>694-725 DENTAL INSURANCE</b>		
5131-694-725    PROFESSIONAL SERVICES/CONTRACTS		
Claims Processing	95,000	95,000
5151-694-725    CLAIMS PAYMENTS	740,000	740,000
5169-694-725    OTHER INSURANCE		
Delta Care DMO Premiums	60,000	60,000
<b>TOTAL, M &amp; O</b>	<b>895,000</b>	<b>895,000</b>
<b>TOTAL, DENTAL INSURANCE</b>	<b>895,000</b>	<b>895,000</b>



**CITY OF ESCONDIDO  
 FY 2016-17 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>2016-17</b>	<b>2017-18</b>
Charges to Departments	\$ 70,000	\$ 90,000
Use of Available Fund Balance	70,000	50,000
<b>Total, Sources</b>	<b>\$ 140,000</b>	<b>\$ 140,000</b>

**Uses of Funds:**

Claims Payments	\$ 140,000	\$ 140,000
<b>TOTAL, Uses</b>	<b>\$ 140,000</b>	<b>\$ 140,000</b>

**CITY OF ESCONDIDO  
FY 2016-17 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>BUDGET:</b>	<b>2013-14 Actual</b>	<b>2014-15 Actual</b>	<b>2015-16 Revised</b>	<b>2016-17 Budget</b>
Maintenance & Operations	143,650	107,252	180,000	140,000

**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 impacts to the unemployment insurance fund such as employee layoffs and the Patient Protection and Affordable Care Act

**MAJOR BUDGET IMPACTS**

- Decrease in the amount projected for claim payments
- Decrease in charges to departments
- Use of available fund balance

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Line Item Detail**

	<u>2015-16 REVISED</u>	<u>2016-17 BUDGET</u>
<b>696-727 UNEMPLOYMENT INSURANCE</b>		
5151-696-727 CLAIMS PAYMENTS	180,000	140,000
<b>TOTAL, M &amp; O</b>	<b>180,000</b>	<b>140,000</b>
<b>TOTAL, UNEMPLOYMENT INSURANCE</b>	<b>180,000</b>	<b>140,000</b>





# Appendix



**CITY OF ESCONDIDO  
 FY 2016-17 Operating Budget  
 Schedule of Interfund Transfers**

<b>TRANSFERS OUT</b>	<b>TRANSFERS IN</b>	<b>2015-16 BUDGET</b>	<b>2016-17 BUDGET</b>
<b><u>General Fund Transfers</u></b>			
108 Gas Tax Fund	001 General Fund	\$2,055,000	\$2,055,000
716 Hegyi Trust Fund	001 General Fund	2,000	1,000
715 Ryan Trust	001 General Fund	18,545	-
558 Wastewater Fund	001 General Fund	25,000	25,000
	<b>General Fund Transfers In Total</b>	<b>2,100,545</b>	<b>2,081,000</b>
001 General Fund	112 Recreation Fund	223,100	223,100
001 General Fund	376 Reidy Creek Debt Service Fund	363,450	365,550
001 General Fund	107 Vehicle Parking District Fund	90,400	95,225
001 General Fund	281 Successor Agency-Housing Fund	25,000	25,000
	<b>General Fund Transfers Out Total</b>	<b>701,950</b>	<b>708,875</b>
<b><u>Other Fund Transfers</u></b>			
790 RORF	791 Successor Agency-Redev. Fund	10,336,190	10,979,130
555 Water Operating Fund	556 Water Capital Project Fund	6,395,125	3,200,000
558 Wastewater Operating Fund	557 Wastewater Capital Project Fund	11,541,300	51,685,115
	<b>Other Funds Total</b>	<b>28,272,615</b>	<b>65,864,245</b>
	<b>All Funds Total</b>	<b><u>\$ 31,075,110</u></b>	<b><u>\$ 68,654,120</u></b>



**CITY OF ESCONDIDO**  
**FY 2016-17 Operating Budget**  
**Revenue Schedule (All Funds)**

	2014-15 ACTUAL	2015-16 REVISED	2016-17 BUDGET
<b>GENERAL FUND</b>			
<b>SALES TAX</b>	<b>\$25,276,025</b>	<b>\$35,649,000</b>	<b>\$37,218,000</b>
<b>OTHER TAXES</b>			
Property Tax in Lieu of Sales Tax	8,328,114	0	0
Secured Property Tax	10,568,766	11,152,000	11,611,000
Unsecured Property Tax	338,728	364,000	380,000
RPTTF Residual Payment	653,151	516,000	629,000
Property Tax in Lieu of VLF	11,210,341	11,748,000	12,329,000
Tax Sharing Payment	211,185	208,000	226,000
Penalties	0	2,000	2,000
Property Transfer	551,265	551,000	562,000
Franchise Fees	6,334,024	6,303,000	6,509,000
Transient Occupancy Tax	1,435,406	1,635,000	1,701,000
Business License	1,705,214	1,754,000	1,789,000
Transfer Station Fee	637,125	643,000	656,000
Other Incentive Fees	82,666	82,000	83,000
PEG Fees	11,000	11,000	0
<b>Total, Other Taxes</b>	<b>42,066,985</b>	<b>34,969,000</b>	<b>36,477,000</b>
<b>PERMITS AND LICENSES</b>			
Towing Licenses	417,751	348,000	348,000
Building Permits	196,512	223,000	450,000
Plumbing Permits	31,521	40,000	40,000
Electrical Permits	86,699	90,000	119,000
Mechanical Permits	40,582	42,000	40,000
Fire Code Permits	81,525	93,435	82,000
Mobile Home Setup	7,604	10,000	8,000
Other Permits and Licenses	86	0	0
<b>Total, Permits and Licenses</b>	<b>862,280</b>	<b>846,435</b>	<b>1,087,000</b>
<b>FINES AND FORFEITURES</b>			
Red Light Photo Citations	43,152	0	0
Vehicle Code Fines	350,883	493,000	493,000
Parking Ticket Fines	249,219	200,000	250,000
Other Court Fines	34,363	30,000	30,000
Booking Fees	54,638	56,000	56,000
Library Fines	73,689	83,000	105,000
Code Enforcement Admin Citations	123,994	255,000	242,000
Police Ticket Sign Off	5,900	12,000	5,000
Impound Fees	221,427	206,000	221,000
<b>Total, Fines and Forfeitures</b>	<b>1,157,265</b>	<b>1,335,000</b>	<b>1,402,000</b>
<b>INTERGOVERNMENTAL</b>			
State Motor Vehicle Fees	60,452	0	0
Post Reimbursement	55,455	75,000	75,000
Literacy Grant	0	45,595	18,000
Nutrition Grant	200,541	202,743	203,000

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Revenue Schedule (All Funds)**

	<b>2014-15 ACTUAL</b>	<b>2015-16 REVISED</b>	<b>2016-17 BUDGET</b>
Miscellaneous Agencies	26,866	6,000	6,000
Rincon Fire Fees	2,169,556	1,945,000	2,023,000
State Highway Maintenance	10,000	10,000	10,000
Beverage Recycling	0	38,000	38,000
County Grants	9,568	101,000	51,000
State Grants	22,818	2,000	2,000
Federal Grants	151,356	93,500	68,000
SB90 Claims	554,554	232,000	100,000
Used Oil Recycling Grant	0	41,000	41,000
GEMT Program	472,161	175,000	208,000
<b>Total, Intergovernmental</b>	<b>3,733,327</b>	<b>2,966,838</b>	<b>2,843,000</b>

**CHARGES FOR SERVICES**

Zoning Fees	102,214	106,000	125,000
Subdivision Fees	36,240	12,000	37,000
Sale of Plans/Specs	330	11,000	0
Annexation Fees	0	8,000	0
Maps & Publications	167	1,000	500
Building Plan Check Fees	241,161	440,000	449,000
Conservation Credit	453,060	204,000	161,000
EIR	54,211	33,000	54,000
Engineering Fees	88,952	102,000	85,000
Engineering Misc. Projects	125,508	392,000	220,000
Engineering Subdivision Fees	276,359	895,000	810,000
Planning Fees	194,448	370,285	355,000
Shopping Cart Cont Plan Fee	270	0	500
20B Waiver Fee-Utility Underground	7,576	0	8,000
Police Services	449,054	112,000	100,000
Abandoned Vehicles	346,016	0	0
False Alarms	45,288	65,000	65,000
DUI Cost Recovery	82,100	70,000	73,000
Fingerprinting Revenue	26,174	25,000	25,000
Restitution	26,403	21,000	26,000
Alarm Registration Fee	21,790	21,000	24,000
Commercial Alarm Registration	15,480	18,000	15,000
Police Reserve Services	0	2,000	0
Special Fire	502,140	100,000	100,000
Failed Reinspection	16,840	14,000	17,000
Fire Plan Check	21,625	16,000	22,000
Fire Protection System Fees	9,725	10,000	10,000
Fire Comm Care Licensing Fee	7,450	7,000	7,000
Processing Fee-Quit Claim	1,700	5,000	2,000
Processing Fees	7,850	4,000	8,000
Fire R-2 Inspection Fees	57,436	47,000	57,000
City Clerk Fees	6,852	9,000	7,000
Copying Fee	4,037	7,000	4,000
Street Light Power Charge	1,880	2,000	2,000
AB939 Fees	90,857	111,000	91,000
Household Hazardous Waste	224,951	275,000	225,000
Senior Meal Payments	14,080	15,000	13,000
Library Audiovisual	34,807	35,000	34,800
Senior Van Fee	3,383	4,000	3,600

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Revenue Schedule (All Funds)**

	<b>2014-15 ACTUAL</b>	<b>2015-16 REVISED</b>	<b>2016-17 BUDGET</b>
Facility Use-Senior Center	43,609	40,000	43,600
Joslyn Library Sales	0	1,000	0
Sale of Recyclables	210,373	230,000	300,000
Microfilm Fees	17,196	19,000	17,000
Paramedic Transportation	54,036	0	54,035
Paramedic Services	4,130,910	4,257,000	5,063,965
<b>Total, Charges for Services</b>	<b>8,054,538</b>	<b>8,116,285</b>	<b>8,715,000</b>
<b>INVESTMENT &amp; RENTAL INCOME</b>	<b>3,294,761</b>	<b>3,380,000</b>	<b>3,400,000</b>
<b>OTHER REVENUE</b>			
Harding Street Maintenance	10,082	9,000	10,000
Special Event Cost Reimbursement	58,660	57,000	55,000
Contributions	15,062	20,000	15,000
Sponsorships	6,440	0	6,000
Marketing Event Fees	2,420	0	2,000
Damages-City Property	50,525	64,325	50,000
Mobile Home Fees	32,987	51,000	51,000
Misc. Over/Short	(66)	3,000	3,000
NSF Check Charges	3,755	9,000	4,000
Admin Fee-Collections	22,129	20,000	22,000
Small Claims Court Fees	233	0	0
Other Revenue	109,519	59,895	56,000
<b>Total, Other Revenue</b>	<b>311,746</b>	<b>293,220</b>	<b>274,000</b>
<b>ONE-TIME REVENUE</b>	<b>0</b>	<b>3,060,415</b>	<b>0</b>
<b>Total, General Fund</b>	<b>\$84,756,927</b>	<b>\$90,616,193</b>	<b>\$91,416,000</b>

<b>SPECIAL REVENUE FUNDS</b>
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**VEHICLE PARKING DISTRICT**

Investment Income	<b>\$110</b>	<b>\$200</b>	<b>\$200</b>
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**GAS TAX**

Gas Tax 2105	799,027	843,000	920,000
Gas Tax 2106	542,972	439,000	454,000
Gas Tax 2107	1,022,607	1,152,000	1,278,000
Gas Tax 2107.5	10,000	10,000	10,000
R & T Code 7360 - Prop 42	1,365,566	668,000	347,000
Reimbursement from Outside Agencies	30,835		
Investment Income	26,377	23,120	23,885
<b>Total, Gas Tax</b>	<b>3,797,384</b>	<b>3,135,120</b>	<b>3,032,885</b>

**CITY OF ESCONDIDO**  
**FY 2016-17 Operating Budget**  
**Revenue Schedule (All Funds)**

	<b>2014-15 ACTUAL</b>	<b>2015-16 REVISED</b>	<b>2016-17 BUDGET</b>
<b>PARK DEVELOPMENT</b>			
Park Development Fees	367,481	421,200	1,486,400
Investment Income	17,427	10,625	14,365
<b>Total, Park Development</b>	<b>384,908</b>	<b>431,825</b>	<b>1,500,765</b>
<b>COMMUNITY SERVICES</b>			
ASES Grant	805,353	843,140	825,185
Fees for Services	1,705,616	1,665,335	1,700,945
Golf Course Rent & Add't Compensation	338,220	320,000	330,000
Investment Income	3,057	6,200	6,200
Cellular Site/EVCC Rent	567,845	556,545	398,820
Reimbursements from Outside Agencies	30,445	0	0
Interest-Loans/Advances	8,135	4,200	4,300
Other Revenue	-185	5,000	0
<b>Total, Recreation</b>	<b>3,458,486</b>	<b>3,400,420</b>	<b>3,265,450</b>
<b>REIDY CREEK GOLF COURSE</b>			
Green Fees	312,543	474,100	480,625
Cart Rental	142,814	153,245	143,755
Golf Merchandise Sales	31,510	27,640	31,095
Other Revenue	4,491	2,845	2,055
Food and Beverage Rent	5,103	5,960	6,865
Investment Income	9	100	0
<b>Total, Reidy Creek Golf Course</b>	<b>496,470</b>	<b>663,890</b>	<b>664,395</b>
<b>COMMUNITY DEVELOPMENT BLOCK GRANT</b>			
Grant	1,336,260	1,523,250	1,514,995
Loan Repayments	10,000	0	0
<b>Total, CDBG</b>	<b>1,346,260</b>	<b>1,523,250</b>	<b>1,514,995</b>
<b>TRAFFIC IMPACT</b>			
Traffic Impact Fees-Local	101,746	357,600	1,274,000
Traffic Impact Fees-Regional	200,779	184,000	76,200
Investment Income	24,051	15,045	19,635
<b>Total, Traffic Impact</b>	<b>326,576</b>	<b>556,645</b>	<b>1,369,835</b>
<b>CABLE TECHNOLOGY</b>			
Investment Income	16	0	0
<b>DALEY RANCH RESTORATION</b>			
Investment Income	5,561	4,200	4,200
<b>LANDSCAPE MAINTENANCE DISTRICTS</b>			
Assessments	788,932	787,435	797,365
Investment Income	9,081	4,800	0
Other Revenue	6,145	5,895	5,955
<b>Total, Landscape Maintenance Districts</b>	<b>804,158</b>	<b>798,130</b>	<b>803,320</b>

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Revenue Schedule (All Funds)**

	2014-15 ACTUAL	2015-16 REVISED	2016-17 BUDGET
<b>PUBLIC ART</b>			
Public Art Fees	64,877	87,400	203,800
Investment Income	3,436	2,040	2,805
Other Revenue	60	0	0
<b>Total, Public Art</b>	<b>68,373</b>	<b>89,440</b>	<b>206,605</b>
<b>SUCCESSOR AGENCY- HOUSING</b>			
CalHOME Grant	0	1,902,000	1,812,000
HELP Fees	1,990	0	0
Other Revenue	9,879	0	0
Investment Income	24,567	5,800	6,000
Interest-Loans/Advances	406,325	0	0
Gain/Loss on Disposal of Capital Assets	138,304	0	0
<b>Total, Successor Agency-Housing</b>	<b>581,065</b>	<b>1,907,800</b>	<b>1,818,000</b>
<b>MOBILEHOME PARK MANAGEMENT</b>			
Rent	203,599	199,700	199,000
Investment Income	1,082	400	400
<b>Total, Mobilehome Park Management</b>	<b>204,681</b>	<b>200,100</b>	<b>199,400</b>
<b>HOME</b>			
Grants	43,935	428,180	460,710
Investment Income	28,888	12,700	10,000
Interest-Loans/Advances	108,074	0	0
<b>Total, HOME</b>	<b>180,897</b>	<b>440,880</b>	<b>470,710</b>
<b>RYAN TRUST</b>			
Investment Income	555	0	0
<b>HEGYI TRUST</b>			
Investment Income	57	0	0
<b>Total, Special Revenue Funds</b>	<b>\$11,655,002</b>	<b>\$13,151,900</b>	<b>\$14,850,760</b>
<b>SUCCESSOR AGENCY - REDEVELOPMENT</b>			
<b>REDEVELOPMENT OBLIGATION RETIREMENT FUND</b>			
County of San Diego Trust Fund-ROPS	\$8,401,417	\$10,336,190	\$10,979,130
<b>SUCCESSOR AGENCY - REDEVELOPMENT</b>			
Investment Income	54,936	25,000	25,000
Rent	52,668	56,100	0
<b>Total, Successor Agency - Redev</b>	<b>107,604</b>	<b>81,100</b>	<b>25,000</b>
<b>Total, Successor Agency - Redev</b>	<b>\$8,509,021</b>	<b>\$10,417,290</b>	<b>\$11,004,130</b>

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Revenue Schedule (All Funds)**

	2014-15 ACTUAL	2015-16 REVISED	2016-17 BUDGET
<b>CAPITAL PROJECT FUNDS</b>			
<b>STREETS PROJECTS</b>			
State Grants	\$15,375	\$0	\$0
Federal Grants	25,040	0	0
Reimbursement from Outside Agencies	1,710,544	0	0
Investment Income	38,645	22,100	29,325
<b>Total, Streets Projects</b>	<b>1,789,604</b>	<b>22,100</b>	<b>29,325</b>
<b>PUBLIC SAFETY FACILITY</b>			
Investment Income	286	200	200
<b>STORM DRAIN</b>			
Storm Drain Basin Fees	91,059	200,500	445,800
Investment Income	2,028	1,020	1,445
<b>Total, Storm Drain</b>	<b>93,087</b>	<b>201,520</b>	<b>447,245</b>
<b>GENERAL CAPITAL</b>			
PEG Fees	317,670	435,000	379,255
Reimbursement from Outside Agencies	72,122	743,546	0
Investment Income	16,630	11,475	16,490
Marketing Event Fees	-17	0	0
Other Revenue	10	0	0
<b>Total, General Capital</b>	<b>406,415</b>	<b>1,190,021</b>	<b>395,745</b>
<b>COUNTY TRANSPORTATION STREET PROJECT FUND</b>			
SANDAG	3,856,843	5,923,000	3,540,000
Investment Income	4,660	3,400	3,400
<b>Total, Cty Transportation Street Project</b>	<b>3,861,503</b>	<b>5,926,400</b>	<b>3,543,400</b>
<b>PUBLIC FACILITIES</b>			
Fire Fees	117,091	168,300	438,500
Police Fees	187,346	269,300	701,500
Administration Fees	100,849	151,500	394,600
Library Fees	70,255	101,000	263,100
Senior Center Fees	23,418	33,700	87,700
Maintenance Services Fees	81,964	117,800	306,900
Interest-Loans/Advances	6,214	0	4,795
Investment Income	52,470	35,820	37,655
<b>Total, Public Facilities</b>	<b>639,607</b>	<b>877,420</b>	<b>2,234,750</b>
<b>Total, Capital Project Funds</b>	<b>\$6,790,502</b>	<b>\$8,217,661</b>	<b>\$6,650,665</b>

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Revenue Schedule (All Funds)**

	2014-15 ACTUAL	2015-16 REVISED	2016-17 BUDGET
<b>DEBT SERVICE FUNDS</b>			
<b>GENERAL OBLIGATION BOND DEBT SERVICE</b>			
Secured Property Tax	\$5,162,739	\$5,152,770	\$4,024,040
Penalties	18,659	26,000	20,320
Bond Issue Proceeds	61,520,000	0	0
Other Financing Sources	9,140,479	0	0
Investment Income	21,029	25,200	20,590
<b>Total, General Obligation Bond Debt Svc</b>	<b>75,862,906</b>	<b>5,203,970</b>	<b>4,064,950</b>
<b>REIDY CREEK GOLF COURSE DEBT SERVICE</b>			
Investment Income	123	100	100
<b>Total, Debt Service Funds</b>	<b>\$75,863,029</b>	<b>\$5,204,070</b>	<b>\$4,065,050</b>

**ENTERPRISE FUNDS**

**WATER**

State Grants	\$0	\$500,000	\$500,000
Lake Income	882,307	880,000	880,000
Water Sales	35,650,461	44,099,000	38,500,000
Water Service Charges	14,111,409	14,770,000	15,200,000
Meter Installations	37,605	0	0
Penalties	1,036,335	0	0
Connection Charges	280,340	375,000	375,000
VID Filtration Charge	1,786,546	1,600,000	1,300,000
Water Line Development Reimbursement	3,543	0	0
VID CIP Reimbursement	348,409	900,000	100,000
Sale of Electric Power	753,153	75,000	75,000
CIP Reimbursement	529,910	228,800	0
Investment Income	26,153	126,300	130,400
Contributions	219,694	0	0
Developer Contributions	36,852	0	0
Rent	83,938	0	0
Damages-City Property	26,910	0	0
Other Revenue	30,838	30,000	30,000
<b>Total, Water</b>	<b>55,844,404</b>	<b>63,584,100</b>	<b>57,090,400</b>

**WASTEWATER**

Stormwater Management Charge	2,360,315	0	0
Reimbursement from Outside Agencies	1,380	0	0
Penalties	3,708	0	0
Recycled Water Usage	858,348	0	0
Service Charges	22,861,543	26,203,200	27,900,000
Connection Charges	973,110	350,000	350,000
San Diego Treatment Charge	2,069,526	1,800,000	2,000,000
Other Current Service Charge - Current	7,081	0	0

**CITY OF ESCONDIDO**  
**FY 2016-17 Operating Budget**  
**Revenue Schedule (All Funds)**

	<b>2014-15 ACTUAL</b>	<b>2015-16 REVISED</b>	<b>2016-17 BUDGET</b>
Restaurant FOG Pretreatment	77,437	0	0
SRF Loans & City of S. D. Reimbursements	985,409	1,000,000	47,035,000
Sale of Recycled Water	2,789,877	3,000,000	3,500,000
Agency Incentive Payments	115,280	85,000	100,000
Investment Income	332,557	329,000	339,500
Contributions	73,231	0	0
Developer Contributions	33,207	0	0
SDG&E Raw Water Line	0	82,500	82,500
Other Revenue	126,948	150,000	150,000
<b>Total, Wastewater</b>	<b>33,668,957</b>	<b>32,999,700</b>	<b>81,457,000</b>
<b>Total, Enterprise Funds</b>	<b>\$89,513,361</b>	<b>\$96,583,800</b>	<b>\$138,547,400</b>

<b>Total, All Funds</b>	<b>\$277,087,842</b>	<b>\$224,190,914</b>	<b>\$266,534,005</b>
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**INTERNAL SERVICE FUNDS**

**BUILDING MAINTENANCE**

Reimbursement from Outside Agencies	\$630	\$0	\$0
Charges to Departments	3,949,285	4,324,655	4,775,555
Contributions	15,975	0	0
Investment Income	5,084	4,300	2,200
<b>Total, Building Maintenance</b>	<b>3,970,974</b>	<b>4,328,955</b>	<b>4,777,755</b>

**WAREHOUSE FUND**

Charges to Departments	195,665	198,000	198,000
Gain/Loss on Disposal of Capital Assets	3,033	0	0
Investment Income	3,667	4,500	4,500
<b>Total, Warehouse</b>	<b>202,365</b>	<b>202,500</b>	<b>202,500</b>

**FLEET SERVICES**

Charges to Departments	5,227,540	5,254,805	5,343,545
Contributions	107,553	0	0
Investment Income	79,713	59,900	28,235
Accident Recoveries	49,624	18,655	67,025
Gain/Loss on Disposal of Capital Assets	43,489	0	0
Other Revenue	8,398	0	0
<b>Total, Fleet Services</b>	<b>5,516,317</b>	<b>5,333,360</b>	<b>5,438,805</b>

**CENTRAL SERVICES**

Duplicating-Charges to Departments	364,200	367,065	373,770
Telecommunications-Charges to Depts	532,868	632,455	624,155
Mail Services-Charges to Departments	176,465	188,345	190,635
Investment Income	5,153	0	0
<b>Total, Central Services</b>	<b>1,078,686</b>	<b>1,187,865</b>	<b>1,188,560</b>

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
Revenue Schedule (All Funds)**

	<b>2014-15 ACTUAL</b>	<b>2015-16 REVISED</b>	<b>2016-17 BUDGET</b>
<b>OFFICE AUTOMATION</b>			
Charges to Departments	1,518,360	1,577,160	1,589,290
Investment Income	1,549	500	0
<b>Total, Office Automation</b>	<b>1,519,909</b>	<b>1,577,660</b>	<b>1,589,290</b>
<b>WORKERS' COMPENSATION</b>			
Charges to Departments	2,835,482	3,500,000	4,000,000
Investment Income	75,859	62,500	62,500
<b>Total, Workers' Compensation</b>	<b>2,911,341</b>	<b>3,562,500</b>	<b>4,062,500</b>
<b>GENERAL LIABILITY INSURANCE FUND</b>			
Charges to Departments	2,242,300	3,035,120	3,066,160
Investment Income	32,073	42,100	11,060
<b>Total, Liability Insurance</b>	<b>2,274,373</b>	<b>3,077,220</b>	<b>3,077,220</b>
<b>BENEFITS ADMINISTRATION</b>			
Insurance Fees	9,352,456	10,364,740	10,404,630
Investment Income	1,230	1,900	1,000
Rebates	4,219	40,000	33,000
Other Revenue	327	0	0
<b>Total, Benefits Administration</b>	<b>9,358,232</b>	<b>10,406,640</b>	<b>10,438,630</b>
<b>PROPERTY INSURANCE</b>			
Charges to Departments	461,065	675,210	677,665
Investment Income	2,614	3,400	3,400
<b>Total, Property Insurance</b>	<b>463,679</b>	<b>678,610</b>	<b>681,065</b>
<b>DENTAL INSURANCE</b>			
Insurance Fees	771,510	819,700	837,200
Investment Income	3,816	0	0
<b>Total, Dental Insurance</b>	<b>775,326</b>	<b>819,700</b>	<b>837,200</b>
<b>UNEMPLOYMENT INSURANCE</b>			
Insurance Fees	102,674	150,000	70,000
Investment Income	1,742	0	0
<b>Total, Unemployment Insurance</b>	<b>104,416</b>	<b>150,000</b>	<b>70,000</b>
<b>Total, Internal Service Funds</b>	<b>\$28,174,069</b>	<b>\$31,324,510</b>	<b>\$32,363,525</b>

**CITY OF ESCONDIDO  
FY 2016-17 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 2016-17 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 2016-17 Operating Budget  
List of Acronyms**

<b>ACRONYM</b>	<b>DESCRIPTION</b>
ACE	Administrative, Clerical, Engineering Bargaining Unit
ACWA	Association of California Water Agencies
AD	Assessment District
AMMS	Advanced Maintenance Management System
APCD	Air Pollution Control District
ARJIS	Automated Regional Justice Information System
ARRA	American Recovery and Reinvestment Act
ASCAP	American Society of Composers, Authors, and Publisher
ASES	After School Education & Safety
AWWA	American Water Works Association
BMI	Broadcast Music, Inc.
BMP	Best Management Practices
CAD	Computer Aided Dispatch
CALED	California Association for Local Economic Development
CAL-ID	California Identification Network
CALNET	California Network Secure Data Line
CalPACS	California Public Agency Compensation Survey
CAPIO	California Association of Public Information Officers
CASQA	California Stormwater Quality Association
CCAE	California Center for the Arts Escondido
CCP	Centre City Parkway
CCPA	City County Personnel Association
CCTV	Closed Circuit Television
CDBG	Community Development Block Grant
CDC	Community Development Commission
CEC	California Energy Commission
CERT	Community Emergency Response Team
CFA	Center for the Arts
CFD	Community Facilities District
CIP	Capital Improvement Program/Project
CLETS	California Law Enforcement Telecommunications Systems
COBRA	Consolidated Omnibus Budget Reconciliation Act
CPR	Cardiopulmonary Resuscitation
CPRS	California Park & Recreation Society
CPS	California Personnel Services
CV	Cla-Val
CWEA	California Water Environment Association
DEA	Don E. Anderson Building
DHS	Department of Health Services
DI	De Ionizing Units
DMO	Dental Maintenance Organization
DNA	Deoxyribonucleic acid
DOJ	Department of Justice
DOT	Department of Transportation
EDD	Employment Development Department
EKG	Electrocardiogram
EMS	Emergency Management System/Emergency Medical Services

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
List of Acronyms**

<b>ACRONYM</b>	<b>DESCRIPTION</b>
EOC	Emergency Operations Center
EPA	Environmental Protection Agency
ESC	Escondido Sports Center
EVCC	East Valley Community Center
FERC	Federal Energy Regulatory Commission
FF1 & FF2	Firefighter level 1 and Firefighter level 2
FLSA	Fair Labor Standard Act
FSA	Flexible Spending Account
FTE	Full-Time Equivalent
GASB	Governmental Accounting Standards Board
GFOA	Government Finance Officers Association
GIS	Geographic Information Systems
HARRF	Hale Avenue Resource Recovery Facility
HIRT	Hazardous Incident Response Team
HMI	Human Machine Interface
HOA	Homeowners Association
HP	Hewlett-Packard
HRMS	Human Resources Management System
HVAC	Heating, Ventilation & Air Conditioning
ICC	International Code Council
ICMA	International City/County Management Association
IRWA	International Right of Way Association
JPA	Joint Powers Authority
JRMP	Jurisdictional Runoff Management Program
LAFCO	Local Agency Formation Commission
LMD	Landscape Maintenance District
LPG	Liquid Petroleum Gas
M & O	Maintenance & Operations
MIG	Metal Inert Gas welding
MMASC	Municipal Management Association of Southern California
MOU	Memorandum of Understanding
MPLC	Motion Picture Licensing Service
MPLS	Multiprotocol Label Switching
NEAT	Neighborhood Enhancement Awareness & Training
NPDES	National Pollutant Discharge Elimination System
O2	Oxygen
OT	Overtime
PAD	Peripheral Artery Disease
PARS	Public Agency Retirement Services
PC	Personal Computer
PCI	Payment Card Industry
PEG	Public, Educational and Government
PEPIP	Public Entity Property Insurance Program
PERS	Public Employees' Retirement System
PLC	Programmable Logic Controller
POST	Peace Officer Standards and Training
PPE	Personal Protection Equipment

**CITY OF ESCONDIDO  
FY 2016-17 Operating Budget  
List of Acronyms**

<b>ACRONYM</b>	<b>DESCRIPTION</b>
PS	PeopleSoft
RAMS	Regional Arterial Management System
RCS	Regional Communications System
RMS	Records Management System
ROPS	Recognized Obligation Payment Schedule
RPTTF	Redevelopment Property Tax Trust Fund
RTU	Remote Terminal Unit
RW	Reclaimed Water
SANDAG	San Diego Association of Governments
SANDPIPA	San Diego Pooled Insurance Program Authority
SCADA	Supervisory Control and Data Acquisition
SCADA	Supervisory Control and Data Acquisition
SCAN NATOA	Southern California, Arizona, & Nevada National Association of Telecommunications Officers & Advisors
SCBA	Self-contained Breathing Apparatus
SCLLN	Southern California Library Literacy Network
SDG&E	San Diego Gas & Electric
SESAC	Society of European Stage Authors and Composers
SRF	State Revolving Fund
SUN	San Diego Users' Network
SWAT	Special Weapons and Tactics
SWRCB	State Water Resources Control Board
TCP	Traffic Control Plan
TIG	Tungsten Inert Gas welding
TMS	Training Management System
TOT	Transient Occupancy Tax
TOU	Tactical Operations Unit
UB	Utility Billing
UB (Keys)	Universal Bump
VCR	Video Cassette Recorder
VID	Vista Irrigation District
VLF	Vehicle License Fee
VoIP	Voice Over Internet Protocol
VPM	Virtual Private Network
WIMS	Water Information Management System
WQIP	Water Quality Improvement Plan
WTP	Water/Wastewater Treatment Plant

**CITY OF ESCONDIDO  
FY 2016-17 Budget  
Statistical Profile**

Year of Incorporation.....	1888
Form of Government .....	Council/Manager
Population (January 2016) .....	150,760
Area in Square Miles (2015-16) .....	37.3
Miles of Streets (2015-16).....	363
Number of Developed Parks (includes 2 lakes) (as of June 2016).....	14
Fire Protection (2015):	
Average Responses/Day .....	40
Total Fire Responses .....	228
Total Emergency Medical Service Responses .....	11,641
Total All Other Calls.....	2,684
Police Protection (2015-16):	
Total Number of Arrests .....	5,114
Total Number of Traffic Citations (as of 6/22/16).....	7,038
Total Accidents Recorded .....	1,152
Utilities (2015-16):	
Daily Average Sewage Treatment in Gallons .....	11,700,000
Number of Water Service Connections .....	26,617
Miles of Water Mains.....	423
Number of Fire Hydrants .....	3,630
Daily Average Water Consumption in Gallons.....	16,680,000
Education (as of June 2016):	
Total Number of Private Preschools .....	7
Total Number of Public Elementary Schools .....	19
Total Number of Private Elementary Schools.....	7
Total Number of Public Middle Schools.....	6
Total Number of Public High Schools.....	6
Total Number of Private High Schools.....	4
Total Number of Charter Schools .....	5
Library (2015-16):	
Library Materials Circulation .....	544,122
Library Actual Visits to Facility .....	447,080
Library Virtual Visits.....	380,783
Total Library Collection.....	200,510
Residential Building Permits Issued (2015-16):	
Single Family Dwellings.....	54
Multiple Family Dwellings .....	2
Business Licenses (active) - Escondido Only (2015-16): .....	9,676

RESOLUTION NO. 2016-84

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ESCONDIDO, CALIFORNIA, ADOPTING OPERATING BUDGETS FOR CERTAIN CITY DEPARTMENTS FOR FISCAL YEARS 2016-17 AND 2017-18 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, 2016, through June 30, 2017, inclusive, contained in the FY 2016-17 and FY 2017-18 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 2016-17 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, 2017, through June 30, 2018, inclusive, contained in the FY 2016-17 and FY 2017-18 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 2017-18 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 8<sup>th</sup> day of June, 2016 by the following vote to wit:

AYES : Councilmembers: DIAZ, GALLO, MASSON, MORASCO, 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. 2016-84

RESOLUTION NO. 2016-85

A RESOLUTION OF THE CITY COUNCIL OF  
THE CITY OF ESCONDIDO, CALIFORNIA,  
ADOPTING AN ANNUAL APPROPRIATIONS  
LIMIT FOR THE 2016-17 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 2016-17 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 2016-17. The Gann Limit is adopted on a provisional basis as the limit may need to be adjusted when current assessment data are available. The 2015-16 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 8<sup>th</sup> day of June, 2016 by the following vote to wit:

AYES : Councilmembers: DIAZ, GALLO, MASSON, MORASCO, ABED

NOES : Councilmembers: NONE

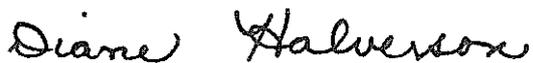
ABSENT : Councilmembers: NONE

APPROVED:



SAM ABED, Mayor of the  
City of Escondido, California

ATTEST:



DIANE HALVERSON, City Clerk of the  
City of Escondido, California

RESOLUTION NO. 2016-85





## ANNUAL OPERATING BUDGET

FISCAL YEARS 2016/17 & 2017/18