

City of Escondido,  
California

# ANNUAL OPERATING BUDGET

*2024/25*



*Public Hearing June 19, 2024*



# ***ESCONDIDO*** **CITY COUNCIL**



**Dane White**  
Mayor



**Consuelo Martinez**  
Councilmember  
*District One*



**Joe Garcia**  
Councilmember  
*District Two*



**Christian Garcia**  
Councilmember  
*District Three*



**Michael Morasco**  
Councilmember  
*District Four*

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**Sean McGlynn**  
City Manager

**Christopher McKinney**  
Deputy City Manager/  
Director of Utilities

**Joanna Axelrod**  
Deputy City Manager/  
Director of Communications  
& Community Services

# INTRODUCTION

**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Introduction**

**BUDGET PREPARATION PROCESS**

The budget process begins around December each year; 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 provides a budget newsletter to each department, which includes information such as:

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

The departments use this information to prepare their budget requests. The budget requests generally consist 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.

**CITY COUNCIL ESSENTIAL SERVICES AND PRIORITIES**

The Adopted Budget aligns with the Essential Services and Three-Year Priorities identified by the City Council during the September 27, 2023 Visioning and Structural Deficit Workshop. These have been the framework used to form the FY2024/25 operating and capital improvement budgets.

<b>COUNCIL ESSENTIAL SERVICE ALIGNMENT</b>	 POLICE SERVICES	 FIRE/EMS SERVICES	 LAND USE/ DEVELOPMENT	 PUBLIC WORKS	 KEEP CITY CLEAN	 PARKS FACILITIES	 CLEAN WATER	 SEWER
<b>COUNCIL PRIORITY ALIGNMENT</b>	 ELIMINATE THE STRUCTURAL DEFICIT	 IMPROVE PUBLIC SAFETY	 RETENTION AND ATTRACTION	 ENCOURAGE HOUSING DEVELOPMENT				

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Budgetary and Financial Policies**

There are many benefits to adopting budgetary and financial policies, some of which are the safeguarding of resources and providing guidance for the development and administration of the operating budget and long-term financial plan. The policies described below were adopted by City Council.

**1. The Budget Will Be Structurally Balanced**

Background – A budget is structurally balanced if it does not spend more on ongoing costs than it receives in ongoing revenues. A structurally balanced budget is a necessary component of good financial management and financial discipline and will help sustain the consistent delivery of services to residents. An unbalanced budget (spending more than is received) undermines the City’s ability to deal with financial problems. It may lead to reduced services in the future and inhibit the City’s ability to take advantage of opportunities that will periodically occur.

Policy - The budget for the General Fund will be structurally balanced for the fiscal year. It is not a violation of this policy to have a planned use of funds available to fund one-time items, including capital, equipment, land or transitional costs for operations (starting up or termination of a service element). It is also not a violation of this policy to use funds previously set aside to mitigate temporarily higher costs or lower revenues.

**2. Multi-Year Financial Projections Will Be Incorporated in to The Budget Process**

Background – The City’s financial situation and projected future status are important factors in the financial and economic decisions the City Council may make. To support the City’s budgetary planning and financial decision-making process, the City needs to analyze its financial situation and the key factors impacting its economic and financial status.

Policy - At a minimum, the proposed annual budget should include a three-year General Fund projection (the fiscal year plus two additional years). Major assumptions should be identified. It is desirable that the budget should include similar projections of key funds and potentially all funds.

**3. The Budget Process Is Based On an Annual Cycle with Minimal Mid-Cycle Adjustments**

Background - The service plan for the City is based on an annual budget and by good financial and operational practice. Budgeting on an annual basis provides time to review all revenue sources, develop solutions to previously identified problems, and to discuss and decide on policies and priorities. An annual budget process also provides time for management to plan and more efficiently and effectively implement changes incorporated into the budget. Shortening or interrupting the process with significant mid-cycle changes can lead to poor decision-making due to incomplete information and to inefficient and ineffective operations or expenditures.

Policy

- The annual budget process will be the general method used by the City to develop its annual service priorities and the level and type of resources to fund those services.
- Changes to the budget and to service levels during the fiscal year will be minimized. Changes during the fiscal year will generally be limited to technical adjustments, emergency funding, time sensitive opportunities or issues, or new grants or awards that are intended to be spent during the year. The creation of a new program, a higher service level, or other expenditures during mid-budget cycle is discouraged.
- Unexpected revenue shortfalls or other significant issues that may create a budget shortfall during the fiscal year are to be reported to the City Council with recommendations by the City Manager as to whether a mid-year budget adjustment should be made.

**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Budgetary and Financial Policies**

**4. User Fees and Charges Will Be Set at The Cost of the Service**

Background - Fees and associated charges are associated with recovering the cost of providing a service. The City can charge up to the full cost of providing a service.

Policy – Fees will be set at a level to fully recover costs, except where there is a greater public benefit through use of a lower fee, such as where full recovery may adversely impact overall revenue or may discourage participation in programs where the participation benefits the overall community.

**5. One-Time Resources Will Be Used Only for One-Time Purposes**

Background – One-time resources are revenues that only occur once, for a very limited time, or are too unpredictable or unstable to fund operations. One-time revenues are not suited to fund ongoing operations because they are not available in the future or cannot be relied on from year-to-year to pay the ongoing costs of operations.

Policy - One-time resources will not be used to fund ongoing operations. They will be used for one-time uses, including capital and other one-time expenditures, transitional funding of operations (for a limited time period with a planned ending date), increasing reserves, or paying down unfunded liabilities. The General Fund will be receiving one-time resources from the Successor Agency – Redevelopment Fund for repayment of the former Escondido Redevelopment loan. All of these repayments shall be contributed to the Section 115 Irrevocable Pension Trust.

**6. Capital Projects Will Be Budgeted and Funded for Both Capital and Operating Costs**

Background – Expenditures for capital and infrastructure often have an impact on operating costs. New capital projects typically increase costs while repairs may lower costs. When capital and infrastructure funding decisions are made, it is important to provide information to the City Council about future operating costs as a result of the expenditures. For capital expenditure decisions, both the one-time capital costs and the ongoing net operating costs should be considered.

Policy – Before approving any capital expenditure, the City Council shall consider both the capital (one-time) and operating (ongoing) components of costs, including the full capital cost of the project, regardless of funding sources, and all City incurred site, design, overhead costs and start-up costs. Site costs for land already owned by the City do not need to be reported. Projected operating costs through any stabilization period, as well as projected future operating and maintenance costs, are to be identified. If the project has a limited economic life, the fiscal impact information should discuss proposed end of life actions and costs. The method for funding the projected operating costs is to be included in any funding description.

**7. Fund Balance Policy**

Background – Effective June 30, 2010, the City is in compliance with Governmental Accounting Standards Board (GASB) Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions. GASB Statement No. 54 defines five separate components of fund balance, each of which identifies the extent to which the City is bound to honor constraints on the specific purposes for which amounts can be spent.

Policy – This policy provides for the establishment and maintenance of fund balances; helps maintain the financial strength, stability, and bond rating of the City; positions the City to be better able to financially respond to emergencies, unexpected needs; provides a method of accumulating funds for one-time needs; and meets the requirements of GASB Statement No. 54.

The following applies to all governmental funds of the City. The City maintains five components of fund balance.

- Nonspendable fund balance: not in spendable form such as inventories, prepaids, long-term receivables or non-financial assets held for resale.

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Budgetary and Financial Policies**

- Restricted fund balance: externally enforceable limitations on use such as debt covenants, grantors, contributors, or laws and regulations of other governments.
- Committed fund balance: constrained to specific purposes by a formal action of the City Council such as an ordinance or resolution.
- Assigned fund balance: limited to the Council's intent to be used for a specific purpose, but not restricted or committed such as economic stabilization or for continuing appropriations.
- Unassigned fund balance: residual net resources either positive or negative, in excess of the other four fund balance components. Unassigned amounts are available for any purposes with City Council approval. This policy delegates to the Director of Finance the authority to assign unrestricted fund balance amounts where the City's intent is for those amounts to be used for specific purposes. This delegation of authority is for the sole purpose of reporting these amounts in the annual financial statements.

When expenditures are incurred for purposes for where only unrestricted fund balances are available, the City uses the unrestricted resources in the following order: committed, assigned, and unassigned.

## **8. Adequate General Fund Reserves Will Be Maintained**

Background – Maintaining adequate reserves is a basic component of a financially strong City. Adequate reserves help sustain City operations when adverse or unexpected circumstances impact the City. Maintaining a reserve balance allows a city to continue operations while responding to short-term problems, eliminating the need to reduce service levels when these temporary fluctuations occur. It also provides an organization time to address longer term problems while comprehensive response plans are developed.

### Policy

- The City Council established a target General Fund Reserve balance of 25 percent of General Fund operating revenues in order to maintain adequate levels of fund balance to mitigate current and future risks and adequately provide for cash flow requirements and contingencies for unseen operating or capital needs of the City.
- The Reserve balance is available to fund one-time unanticipated expenditure requirements, local disasters, or when actual revenue received is less than the amount budgeted resulting in an operating deficit in the General Fund.
- If Reserves are used the method for replenishing deficiencies including the source of funding and time period of replenishment to occur will be defined in the resolution. Generally, the replenishment will come from future surpluses or one-time resources.
- The City may establish and maintain special purpose operating reserves (in addition to the operating reserve described above). Special purpose operating reserves are intended to be used for specific revenue and expense variations and will generally be formulaic and automatic in nature in terms of when the reserves will be added and when they will be used.
- A Pension Rate Smoothing Reserve was established to provide economic relief during recessionary cycles and/or rate increases that are significantly above anticipated projected employee rate increases. Increases or decreases to this reserve will be included in the proposed annual operating budget.
- The City may establish and maintain other reserves.

**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Budgetary and Financial Policies**

**9. Revenues Will Be Projected Using a Methodology That Is Reasonably Conservative**

Background - Revenue projections are critical to budget decisions, particularly a budget that is intended to be structurally balanced. Unfortunately, many of the City's key revenues are subject to material variation depending on the economy. No revenue projection is likely to be accurate" when the economy is changing direction or moving quickly. As a result, it is important to have a consistent approach to projecting revenues and for decision-makers to understand the basis used to project the resources available for the budget. Revenue should be projected in a way not likely to lead to a revenue shortfall and not be so conservative that the projection is always substantially under revenues.

Policy - Revenue projections are to be objectively prepared using a conservative approach. That approach should result in overall budgeted revenues for a fund being set at a level such that it is reasonably unlikely that actual revenues will be lower than budgeted.

**10. Fiscal Analysis Will Be Included with All City Council Staff Reports Which Involve Decisions for Spending, Revenues, Debt, Investments, Or Other Potential Economic Impact**

Background – The City Council should receive information on the actual or potential fiscal impact of its potential actions to aid in making decisions.

Policy – For any expenditure, the funding source must be identified as well as whether the expenditure has been budgeted. In addition, for any proposed City Council action impacting City finances or its economic situation, the projected or potential fiscal impact on current and future revenues and expenditures, and the projected or potential impact on the City's financial position shall be analyzed. A discussion on any overall economic impacts to the City, if relevant, will also be included.

**11. The Budget Will Fund Costs Incurred in The Current Year or Will Identify the Costs That Have Not Been Fully Funded**

Background – Governments sometimes have financial issues because they do not budget for or fund costs that are incurred in a budget year, but not paid out until a future year. This practice can lead to higher costs to taxpayers in the future if they have to pay for the services provided in the past. Typically, these costs are for employee benefits, but may also be associated with other costs. Funding current year costs is not the same as funding unfunded liabilities. Paying current costs does not have any impact on existing unfunded liabilities, but it does have an impact on keeping unfunded liabilities from occurring or growing in dollar amount. Current costs, whether paid in the current year or not, are a component of structural balance.

Policy – The budget will include funding for the costs for services for the current year. If that is determined not to be appropriate for a given year, the budget will disclose that and include a discussion of those costs that were not fully funded.

**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Budgetary and Financial Policies**

**12. Financial Status and Financial Issues Will Be Reported**

Background – Annual audited financial statements are an essential component of financial control and management. In addition, the City prepares interim quarterly financial reports that give the City Council more up to date financial information on the City’s fiscal status.

Policy

- The City’s Annual Comprehensive Financial Report will be made available to the City Council, the general public, bond holders and rating agencies after completion of the annual audit. In addition, there will be periodic reporting on the budgetary status of the City, particularly the General Fund and other funds that have unusual or problematic status. Any major or critical issue will be reported as soon as it is practical.
- The City presents quarterly financial reports to the City Council that provide a financial update on the General Fund and other major City funds. These reports include budgetary information, along with actual resources received to date, in addition to the use of these resources in fulfilling each fund’s financial plan. Any major or critical issues will be reported as soon as it is practical.

**13. Grants Will Be Actively Sought, But Only as Appropriate and with Suitable Oversight to Ensure Compliance**

Background - Grants are an essential component of City resources. All grants have rules and regulations that must be followed, including but not limited to the use of the awarded funds. Failure to follow the rules and regulations may require a return of the funds, even after they have been spent. Grants often come with matching funds requirements. Grant applications must be carefully reviewed to determine if the grant is appropriate for the City. Appropriateness shall be determined based on type of match requirements (cash or in-kind), dollar amount of match required, ability to recover administrative costs, excessive restrictions on expenditures, compliance risk, and/or incompatibility with other City priorities.

Policy - The City will pursue grants that are consistent with City priorities and when the benefit to the City substantially outweighs the cost of application and administration, and the risk of unintentional non-compliance. The City will not seek grants if the purpose does not provide a significant net benefit to the City for existing priorities. Before applying for any grant, staff shall ensure that the above conditions have been met. The City shall maintain the necessary administrative support and training to ensure compliance with grant terms and requirements.

**14. Debt and Capital Leases Will Be Maintained at Appropriate Levels**

Background - Debt (borrowing) is a valuable and necessary tool for financing major infrastructure and other capital assets. However, misuse of debt or poor debt management, including excessive debt and poor choices for the structure of debt, can contribute to financial weakness and compromise the City’s ability to deliver services over the long-term.

Policy – Limits on the amount of debt shall be defined in the Debt Management Policy which has been adopted by the City Council. The term of debt will generally not exceed the life of the asset being acquired. Capital leases for vehicle replacement or other recurring costs should be part of a comprehensive strategy that provides for ongoing replacement of the equipment. Debt will not be used to fund operations. Incurring short-term debt (less than one year) to provide for cash flow in anticipation of revenues is not a violation of this policy. A separate Debt Management Policy has been adopted by the City Council and is located on the City website.

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Budgetary and Financial Policies**

**15. Cash and Investments Will Be Effectively Managed**

Background – The primary objective of the City’s cash and investment management system is to safeguard government funds while providing adequate liquidity to meet the daily cash flow demands of the City.

Policy – All funds that are not required for immediate expenditures shall be invested in accordance with State and Federal laws as outlined in the City’s Investment Policy. Cash management shall be performed daily to determine how much of the cash balance is available for investment. The priorities for investment decisions shall be (in order of importance):

1. Safety – preserving the principal of investments by mitigating the two types of risk: credit risk and market risk.
2. Liquidity – structuring the investment portfolio with sufficient liquidity to enable the City to meet expected cash requirements.
3. Yield – generating a market rate of return on the portfolio within the investment constraints to provide income to the City.

A separate policy on Cash and Investment management has been adopted by the City Council and is located on the City website.

**16. Capital Assets Will Be Inventoried and Their Conditions Assessed Periodically**

Background- An effective capital asset accounting system is important to safeguard and manage the City’s capital asset investment. Periodic review of the City’s assets and infrastructure is necessary to ensure that the items are still in service. This also allows the departments to determine what assets can be maintained and what needs to be replaced.

Policy - It shall be the responsibility of the City’s finance department to record capital asset transactions, tag assets, and change records as necessary. It shall be the responsibility of the various City departments that maintain the assets to provide custodial responsibility, safeguard the assets from damage and theft, inventory assets, and assess the condition of the assets periodically.

**17. Interfund Transfers and Loans**

Background – To achieve important public policy goals, the City has established various special revenue, capital project, debt service and enterprise funds to account for revenues whose use should be restricted to certain activities. Accordingly, each fund exists as a separate financing entity from other funds, with its own revenue sources, expenditures and fund balance

Policy – Any transfers between funds for operating purposes are clearly set forth in the Operating Budget. From time to time, interfund borrowing may be appropriate; however, this is subject to the following criteria in ensuring that the fiduciary purpose for that fund is met: The City Council must approve temporary interfund loans, while the City Manager and Director of Finance are authorized to negotiate terms and conditions of those loans.

**18. Delinquent Accounts Will Be Written Off When Deemed Uncollectible**

Background – The timely identification of losses is an essential element in appropriately measuring the value of the City’s assets. The write-off process is a critical component of that measurement. The policy is intended to enable the City to reflect the value of its receivables and ensure that resources are used efficiently and not devoted to the recovery of uncollectible receivables.

Policy - Delinquent accounts are reviewed by the Collections Officer and when appropriate, unpaid accounts will be assigned to the collections agency. Accounts deemed uncollectible will be written off as bad debt. No less than annually, the Director of Finance will present to the City Council all proposed write offs above \$5,000 where collection efforts have been exhausted. Amounts due

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Budgetary and Financial Policies**

under \$5,000 will be written off if requested by the Revenue Manager and approved by the Director of Finance.

A separate policy on writing off bad debt has been adopted by the City Council and is located on the City website.

**19. A Long-Term General Financial Plan Will Be Maintained**

Background - The long-term financial health of the City and the ability to provide services and a quality of life for the City's residents depends on the actions that City officials take. To help guide the decisions of City officials where the decisions impact the long-term finances of the City, a plan that identifies adopted general strategies for the long-term financial strength of the City is helpful, if not essential, to the long-term financial success of the City. The general financial plan would be specific enough to determine whether or not a particular proposal is consistent with the plan.

Policy - The City will continue to develop and update our long-term financial plan. The plan will outline general approaches the City should follow over the long-term to maintain and increase the ability of the City to provide services through maintaining and increasing revenues, growing the City's economy for the purpose of revenue generation, and controlling and managing the cost of services and the method of delivery of services. This plan will identify and discuss unfunded liabilities and other deferred costs such as maintenance. A plan or options will be identified to address them. This plan is not intended as a general statement of overall City strategies and goals, but rather a focused approach to long-term finances and to enhancing the economic strength of the City to generate more revenues and resources for services. The plan may be integrated into an overall set of goals and strategies for the City such as the City Council Action Plan. The City Council will modify the plan as it desires and adopt it as a general guideline for future financial and economic direction. The plan is to be reviewed and updated no less frequently than every five years.

**20. Financial Policies Will Be Periodically Reviewed**

Background - Financial policies need to be periodically reviewed to ensure that they do not become out-of-date and also to help reinforce compliance with the policies.

Policy – Financial policies will be reviewed by the City Council every three years or more frequently, if appropriate. The City Manager will report annually on any noncompliance with the policies.

**21. Procedures and Practices Are to Be Consistent with Financial Policy**

Background – Financial policies are high level expressions of direction. Implementation of policies requires detailed procedures and practices.

Policy – Policy implementation procedures and practices designed and implemented by the City Manager and any associated administrative procedures and practices shall be consistent with the adopted City Council policies.

# FINANCIAL SCHEDULES

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Revenue Schedule - Summary (All Funds)**

FUND	2021/22 ACTUAL	2022/23 ACTUAL	2023/24 REVISED	2024/25 BUDGET	23/24 REVISED/ 24/25 BUDGET % Change
<b>GENERAL FUND</b>	<b>\$127,926,517</b>	<b>\$131,602,402</b>	<b>\$127,927,490</b>	<b>\$132,924,390</b>	<b>3.9%</b>
<u>SPECIAL REVENUE FUNDS</u>					
Vehicle Parking District	\$158	\$495	\$0	\$0	0.0%
Gas Tax	3,617,364	3,884,772	4,350,820	4,249,820	(0.0)
Park Development	1,324,607	561,329	4,743,350	3,841,000	(0.2)
Reidy Creek Golf Course	1,011,100	750,396	1,065,340	994,600	(0.1)
Community Development Glock Grant	2,012,282	1,974,766	1,748,080	1,768,220	0.0
Traffic Impact	2,026,579	1,190,594	3,285,000	2,907,500	(0.1)
Daley Ranch Restoration	3,374	8,354	2,200	2,500	0.1
Landscape Maintenance Districts	875,514	964,400	948,080	1,060,410	0.1
Public Art	266,380	79,726	180,200	147,000	(0.2)
Successor Agency-Housing	1,357,727	518,856	564,560	641,350	0.1
Mobilehome Park Management	166,670	161,123	160,000	156,000	(0.0)
HOME	290,243	179,211	830,630	830,180	(0.0)
CFD-No. 2020-1(The Services)	130,420	358,853	300,900	0	0.0
<b>TOTAL, SPECIAL REVENUE FUNDS</b>	<b>\$13,082,419</b>	<b>\$10,632,874</b>	<b>\$18,179,160</b>	<b>\$16,598,580</b>	<b>-8.7%</b>
<u>TRUST FUNDS</u>					
Ryan Trust	\$208	\$515	\$250	\$0	(1.0)
Redevelopment Obligation Retirement Fund	98,439	87,862	150,000	150,000	0.0
Section 115 Pension Trust	-3,185,177	1,270,004	200,000	235,050	0.2
<b>TOTAL, TRUST FUNDS</b>	<b>-\$3,086,530</b>	<b>\$1,358,381</b>	<b>\$350,250</b>	<b>\$385,050</b>	<b>9.9%</b>

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Revenue Schedule - Summary (All Funds)**

<b>FUND</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ACTUAL</b>	<b>2023/24 REVISED</b>	<b>2024/25 BUDGET</b>	<b>23/24 REVISED/ 24/25 BUDGET % Change</b>
<b><u>CAPITAL PROJECT FUNDS</u></b>					
Streets Projects	\$2,904,502	\$2,159,562	\$40,800	\$40,800	0.0
Storm Drain	307,569	91,080	511,470	457,000	(0.1)
General Capital	43,706	705,733	60,310	60,310	0.0
County Transportation Street Project Fund	3,531,552	5,579,220	5,317,000	5,282,000	(0.0)
Road Maintenance & Rehab (SB1)	3,084,445	3,416,047	3,763,290	3,894,800	0.0
Public Facilities	1,806,409	714,879	4,023,870	3,119,330	(0.2)
<b>TOTAL, CAPITAL PROJECT FUNDS</b>	<b>\$11,678,183</b>	<b>\$12,666,521</b>	<b>\$13,716,740</b>	<b>\$12,854,240</b>	<b>-6.3%</b>
<b><u>DEBT SERVICE FUNDS</u></b>					
General Obligation Bond Debt Service	\$4,751,443	\$4,947,048	\$4,751,300	\$4,763,430	0.0
Reidy Creek Golf Course Debt Service	28	215	0	0	0.0%
<b>TOTAL, DEBT SERVICE FUNDS</b>	<b>\$4,751,471</b>	<b>\$4,947,263</b>	<b>\$4,751,300</b>	<b>\$4,763,430</b>	<b>0.3%</b>
<b><u>ENTERPRISE FUNDS</u></b>					
Water	\$78,202,409	\$86,261,831	\$72,825,000	\$74,275,000	0.0
Wastewater	43,644,413	41,400,200	39,892,500	42,185,000	0.1
Recycling & Waste Reduction	860,167	726,465	856,350	856,000	(0.0)
<b>TOTAL, ENTERPRISE FUNDS</b>	<b>\$122,706,989</b>	<b>\$128,388,496</b>	<b>\$113,573,850</b>	<b>\$117,316,000</b>	<b>3.3%</b>
<b>TOTAL, ALL FUNDS</b>	<b>\$277,059,049</b>	<b>\$289,595,937</b>	<b>\$278,498,790</b>	<b>\$284,841,690</b>	<b>2.3%</b>

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Revenue Schedule - Summary (All Funds)**

<b>FUND</b>	<b>2021/22 ACTUAL</b>	<b>2022/23 ACTUAL</b>	<b>2023/24 REVISED</b>	<b>2024/25 BUDGET</b>	<b>23/24 REVISED/ 24/25 BUDGET % Change</b>
<b><u>INTERNAL SERVICE FUNDS</u></b>					
Building Maintenance	\$5,781,660	\$6,281,799	\$7,318,720	\$7,318,720	0.0
Warehouse Fund	160,220	177,404	164,380	164,380	0.0
Fleet Service	6,949,949	9,204,992	4,726,710	5,147,030	0.1
Central Services	1,034,773	1,013,322	979,930	949,510	(0.0)
Network & Systems Administration	2,082,358	2,398,649	2,925,060	2,924,880	(0.0)
Workers' Compensation	6,212,266	6,124,576	6,240,960	7,015,940	0.1
General Liability Insurance Fund	2,376,271	4,942,726	2,512,850	5,403,020	1.2
Benefits Administration	10,720,200	10,587,639	12,115,130	12,194,195	0.0
Property Insurance	973,910	923,107	1,059,700	2,100,000	1.0
Dental Insurance	702,434	644,987	665,430	674,940	0.0
Unemployment Insurance	98,212	81,788	20,000	0	(1.0)
<b>TOTAL, INTERNAL SERVICE FUNDS</b>	<b>\$37,092,253</b>	<b>\$42,380,989</b>	<b>\$38,728,870</b>	<b>\$43,892,615</b>	<b>13.3%</b>

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Revenue Schedule - Detail (All Funds)**

	2021/22 ACTUAL	2022/23 ACTUAL	2023/24 REVISED	2024/25 BUDGET	23/24 REVISED/ 24/25 BUDGET % Change
<b>GENERAL FUND</b>					
<b>SALES TAX</b>	<b>\$49,857,192</b>	<b>\$47,103,024</b>	<b>\$49,507,600</b>	<b>\$47,463,500</b>	<b>-4.1%</b>
<b>PROPERTY TAX</b>					
Secured Property Tax	14,974,536	16,405,531	15,886,900	16,761,520	5.5
Unsecured Property Tax	397,879	498,302	516,320	574,210	11.2
Property Tax in Lieu of VLF	15,949,030	17,109,294	17,622,600	19,856,420	12.7
Penalties	7,550	24,758	11,000	5,000	(54.5)
Property Transfer	1,424,748	875,500	1,031,520	1,052,150	2.0
<b>Total, Property Tax</b>	<b>32,753,742</b>	<b>34,913,385</b>	<b>35,068,340</b>	<b>38,249,300</b>	<b>9.1%</b>
<b>OTHER TAXES</b>					
RPTTF Residual Payment	2,192,573	2,205,754	2,270,910	2,776,600	22.3
Tax Sharing Payment	510,669	521,078	537,540	568,250	5.7
Franchise Fees	8,174,172	10,869,088	8,169,920	10,075,000	23.3
Transient Occupancy Tax	2,530,715	2,628,582	2,300,000	2,600,000	13.0
Business License	1,986,153	2,154,732	1,980,000	2,150,000	8.6
Transfer Station Fee	1,345,628	1,405,830	1,225,000	1,410,000	15.1
PEG Fees	268,461	306,955	0	0	0.0
<b>Total, Other Taxes</b>	<b>17,008,372</b>	<b>20,092,019</b>	<b>16,483,370</b>	<b>19,579,850</b>	<b>18.8%</b>
<b>PERMITS AND LICENSES</b>					
Towing Licenses	348,125	348,125	348,000	348,130	0.0
Building Permits	1,471,633	1,270,172	1,929,430	1,071,000	(44.5)
Plumbing Permits	40,435	34,959	40,000	48,000	20.0
Electrical Permits	123,472	138,816	150,000	136,000	(9.3)
Mechanical Permits	110,085	120,212	125,000	95,000	(24.0)
Fire Code Permits	56,023	78,393	75,000	80,000	6.7
Mobile Home Setup	7,672	6,076	7,500	7,500	0.0
<b>Total, Permits and Licenses</b>	<b>2,157,445</b>	<b>1,996,753</b>	<b>2,674,930</b>	<b>1,785,630</b>	<b>-33.2%</b>
<b>FINES AND FORFEITURES</b>					
Red Light Citations	24,426	18,363	0	20,000	0.0
Vehicle Code Fines	187,226	238,376	215,000	230,700	7.3
Parking Ticket Fines	211,561	223,868	200,000	218,000	9.0
Other Court Fines	176,229	70,689	150,000	115,000	(23.3)
Library Fines	16,776	12,433	10,000	12,000	20.0
Code Compliance Admin Citations	3,565	8,729	25,000	10,000	(60.0)
Police Ticket Sign Off	0	3,850	3,000	3,000	0.0
Impound Fees	261,090	219,460	270,000	270,000	0.0
<b>Total, Fines and Forfeitures</b>	<b>880,874</b>	<b>795,770</b>	<b>873,000</b>	<b>878,700</b>	<b>0.7%</b>

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Revenue Schedule - Detail (All Funds)**

	<b>2021/22</b>	<b>2022/23</b>	<b>2023/24</b>	<b>2024/25</b>	<b>23/24 REVISED/ 24/25 BUDGET</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>REVISED</b>	<b>BUDGET</b>	<b>% Change</b>
<b>INTERGOVERNMENTAL</b>					
VLF Revenue in Excess	175,238	154,636	175,000	175,000	0.0
Post Reimbursement	18,486	20,200	20,000	20,000	0.0
Nutrition Grant	168,920	203,141	200,000	205,000	2.5
Miscellaneous Agencies	41,484	48,952	5,000	13,500	170.0
Rincon Fire Fees	2,449,082	2,573,360	2,446,250	2,893,500	18.3
State Highway Maintenance	10,000	10,000	10,000	10,000	0.0
Federal Grants	43,789	33,629	50,000	40,000	(20.0)
SB90 Claims	93,062	213,579	100,000	122,000	22.0
GEMT Program	(87,606)	401,108	0	0	0.0
Reimbursement from Outside Agencies	971,650	624,493	500,000	685,000	37.0
<b>Total, Intergovernmental</b>	<b>3,884,106</b>	<b>4,283,098</b>	<b>3,506,250</b>	<b>4,164,000</b>	<b>18.8%</b>
<b>CHARGES FOR SERVICES</b>					
Zoning Fees	122,765	155,044	120,000	139,580	16.3
Subdivision Fees	40,732	49,730	45,000	37,760	(16.1)
Annexation Fees	42,774	31,216	20,000	22,360	11.8
Maps & Publications	640	3,646	500	1,240	148.0
Building Plan Check Fees	690,480	1,140,175	750,000	663,000	(11.6)
Conservation Credit	0	92,901	1,000	57,980	5698.0
Environmental Impact Report	65,820	45,085	40,000	48,060	20.2
Engineering Misc. Projects	912,993	833,665	500,000	627,400	25.5
Engineering Subdivision Fees	168,730	97,757	150,000	398,420	165.6
Planning Fees	523,982	473,440	375,000	421,600	12.4
20B Waiver Fee-Utility Underground	150,955	40,150	75,000	138,430	84.6
Police Services	79,200	106,256	75,000	131,190	74.9
False Alarms	121,858	152,351	110,000	114,610	4.2
DUI Cost Recovery	17,206	31,103	20,000	42,310	111.6
Fingerprinting Revenue	896	1,119	1,000	5,200	420.0
Restitution	7,045	11,078	12,000	11,490	(4.3)
Alarm Registration Fee	106,831	105,898	104,500	111,950	7.1
Special Fire	45,662	40,116	35,000	42,670	21.9
Failed Reinspection	199,275	78,120	85,000	92,550	8.9
Fire Plan Check	145,397	148,246	120,000	139,270	16.1
Paramedic Transportation	61,087	51,756	70,000	77,090	10.1
Paramedic Services	6,251,469	7,884,699	9,350,000	9,350,000	0.0
Fire Protection System Fees	2,542	416	1,000	1,550	55.0
Fire Comm Care Licensing Fee	19,413	20,019	20,000	39,640	98.2
Proc Fee - Exp Repay Agr	312	0	0	3,180	0.0
Processing Fee-Quit Claim	12,340	6,720	5,000	6,230	24.6
Processing Fees	3,340	1,120	2,300	2,520	9.6
Fire R-2 Inspection Fees	60,494	82,580	60,000	43,910	(26.8)
City Clerk Fees	5,370	9,890	5,000	10,430	108.6
Copying Fee	14,599	15,693	4,000	7,240	81.0
Street Light Power Charge	165	240	1,000	6,840	584.0
Senior Meal Payments	11,940	9,449	10,000	11,500	15.0
Senior Van Fee	181	204	500	400	(20.0)

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Revenue Schedule - Detail (All Funds)**

	<b>2021/22</b>	<b>2022/23</b>	<b>2023/24</b>	<b>2024/25</b>	<b>23/24 REVISED/ 24/25 BUDGET</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>REVISED</b>	<b>BUDGET</b>	<b>% Change</b>
Facility Use-Senior Center	16,467	45,109	30,000	17,100	(43.0)
Microfilm Fees	23,617	25,974	20,000	29,980	49.9
Mobile Home Fees	(83,759)	18,771	60,000	20,470	(65.9)
Engineering Fees	304,303	416,111	275,000	351,410	27.8
Recreation	1,718,433	2,876,245	2,525,200	2,442,500	(3.3)
<b>Total, Charges for Services</b>	<b>11,865,552</b>	<b>15,102,095</b>	<b>15,078,000</b>	<b>15,669,060</b>	<b>3.9%</b>
<b>RENTAL INCOME</b>	<b>3,911,532</b>	<b>4,126,345</b>	<b>3,829,000</b>	<b>4,030,980</b>	<b>5.3%</b>
<b>INVESTMENT INCOME</b>	<b>4,427,950</b>	<b>2,368,010</b>	<b>645,000</b>	<b>814,000</b>	<b>26.2%</b>
<b>OTHER REVENUE</b>					
Harding Street Maintenance	14,046	15,333	13,000	15,000	15.4
Contributions	29,857	8,152	15,000	15,000	0.0
Sponsorships	9,550	7,910	10,000	8,500	(15.0)
Damages-City Property	19,234	6,401	15,000	20,000	33.3
Recoveries	0	6,437	0	15,000	0.0
Misc. Over/Short	(715)	468	0	0	0.0
NSF Check Charges	5,609	7,122	5,000	5,000	0.0
Admin Fee-Collections	14,056	14,547	15,000	15,000	0.0
Small Claims Court Fees	(1,307)	(893)	(1,000)	-1,000	0.0
Other Revenue	126,150	158,407	190,000	196,870	3.6
<b>Total, Other Revenue</b>	<b>216,480</b>	<b>223,884</b>	<b>262,000</b>	<b>289,370</b>	<b>10.4%</b>
<b>ONE-TIME REVENUE</b>	<b>963,272</b>	<b>598,020</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>Total, General Fund</b>	<b>\$127,926,517</b>	<b>\$131,602,402</b>	<b>\$127,927,490</b>	<b>\$132,924,390</b>	<b>3.9%</b>

**SPECIAL REVENUE FUNDS**

**VEHICLE PARKING DISTRICT**

Investment Income	\$158	\$495	\$0	\$0	0.0%
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**GAS TAX**

Gas Tax 2105	841,414	858,763	989,900	936,580	(5.4)
Gas Tax 2106	544,014	565,761	638,000	620,120	(2.8)
Gas Tax 2107	1,005,979	1,170,352	1,189,000	1,279,960	7.7
Gas Tax 2107.5	10,000	10,000	10,000	10,000	0.0
R & T Code 7360 - Prop 42	1,198,850	1,229,534	1,494,660	1,339,460	(10.4)
Investment Income	17,108	50,361	29,260	63,700	117.7
<b>Total, Gas Tax</b>	<b>3,617,364</b>	<b>3,884,772</b>	<b>4,350,820</b>	<b>4,249,820</b>	<b>-2.3%</b>

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Revenue Schedule - Detail (All Funds)**

	<b>2021/22</b>	<b>2022/23</b>	<b>2023/24</b>	<b>2024/25</b>	<b>23/24 REVISED/ 24/25 BUDGET % Change</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>REVISED</b>	<b>BUDGET</b>	
<b>PARK DEVELOPMENT</b>					
Park Development Fees	1,292,487	496,989	4,700,000	3,790,000	(19.4)
Investment Income	32,120	64,340	43,350	51,000	17.6
<b>Total, Park Development</b>	<b>1,324,607</b>	<b>561,329</b>	<b>4,743,350</b>	<b>3,841,000</b>	<b>-19.0%</b>
<b>REIDY CREEK GOLF COURSE</b>					
Green Fees	690,824	534,602	760,380	672,700	(11.5)
Cart Rental	236,206	161,699	217,750	240,250	10.3
Golf Merchandise Sales	57,562	34,722	63,380	40,300	(36.4)
Golf Course-Other Revenue	13,602	10,533	11,800	26,700	126.3
Food and Beverage Rent	12,679	6,973	12,030	14,650	21.8
Investment Income	227	1,867	0	0	0.0
<b>Total, Reidy Creek Golf Course</b>	<b>1,011,100</b>	<b>750,396</b>	<b>1,065,340</b>	<b>994,600</b>	<b>-6.6%</b>
<b>COMMUNITY DEVELOPMENT BLOCK GRANT</b>					
Grant	1,581,543	1,972,733	1,748,080	1,768,220	1.2
Investment Income	428,678	2,033	0	0	0.0
Other Revenue	2,062	0	0	0	0.0
<b>Total, CDBG</b>	<b>2,012,282</b>	<b>1,974,766</b>	<b>1,748,080</b>	<b>1,768,220</b>	<b>1.2%</b>
<b>TRAFFIC IMPACT</b>					
Traffic Impact Fees-Local	1,087,236	400,048	1,400,000	1,240,000	(11.4)
Traffic Impact Fees-Regional	726,410	511,469	1,800,000	1,540,000	(14.4)
Investment Income	212,933	279,077	85,000	127,500	50.0
<b>Total, Traffic Impact</b>	<b>2,026,579</b>	<b>1,190,594</b>	<b>3,285,000</b>	<b>2,907,500</b>	<b>-11.5%</b>
<b>DALEY RANCH RESTORATION</b>					
Investment Income	3,374	8,354	2,200	2,500	13.6%
<b>LANDSCAPE MAINTENANCE DISTRICTS</b>					
Assessments	852,884	931,038	939,140	1,060,410	12.9
Investment Income	13,915	24,427	0	0	0.0
Other Revenue	8,715	8,935	8,940	0	(100.0)
<b>Total, Landscape Maintenance District</b>	<b>875,514</b>	<b>964,400</b>	<b>948,080</b>	<b>1,060,410</b>	<b>11.8%</b>

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Revenue Schedule - Detail (All Funds)**

	<b>2021/22</b>	<b>2022/23</b>	<b>2023/24</b>	<b>2024/25</b>	<b>23/24 REVISED/ 24/25 BUDGET % Change</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>REVISED</b>	<b>BUDGET</b>	
<b>PUBLIC ART</b>					
Public Art Fees	259,809	61,989	170,000	130,000	(23.5)
Investment Income	6,441	17,737	10,200	17,000	66.7
Other Revenue	130	0	0	0	0.0
<b>Total, Public Art</b>	<b>266,380</b>	<b>79,726</b>	<b>180,200</b>	<b>147,000</b>	<b>-18.4%</b>
<b>SUCCESSOR AGENCY- HOUSING</b>					
Reimbursement from Outside Agencies	54,101	0	0	0	0.0
HELP Fees	0	130	0	0	0.0
Other Revenue	164,137	28	0	0	0.0
Investment Income	84,284	193,902	0	0	0.0
Interest-Loans/Advances	605,447	324,796	564,560	641,350	13.6
Sale of City Property	449,758	0	0	0	0.0
<b>Total, Successor Agency-Housing</b>	<b>1,357,727</b>	<b>518,856</b>	<b>564,560</b>	<b>641,350</b>	<b>13.6%</b>
<b>MOBILEHOME PARK MANAGEMENT</b>					
Rent	164,781	156,085	160,000	156,000	(2.5)
Investment Income	1,889	5,038	0	0	0.0
<b>Total, Mobilehome Park Management</b>	<b>166,670</b>	<b>161,123</b>	<b>160,000</b>	<b>156,000</b>	<b>-2.5%</b>
<b>HOME</b>					
Grants	0	132,623	650,000	650,000	0.0
Investment Income	12,120	31,638	0	0	0.0
Interest-Loans/Advances	278,123	14,950	180,630	180,180	(0.2)
Monitoring Fee	0	0	0	0	0.0
<b>Total, HOME</b>	<b>290,243</b>	<b>179,211</b>	<b>830,630</b>	<b>830,180</b>	<b>-0.1%</b>
<b>CFD-NO. 2020-1(THE SERVICES)</b>					
Special Assessments	130,420	358,853	300,900	0	-100.0%
<b>Total, Special Revenue Funds</b>	<b>\$13,082,419</b>	<b>\$10,632,874</b>	<b>\$18,179,160</b>	<b>\$16,598,580</b>	<b>-8.7%</b>

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Revenue Schedule - Detail (All Funds)**

	2021/22 ACTUAL	2022/23 ACTUAL	2023/24 REVISED	2024/25 BUDGET	23/24 REVISED/ 24/25 BUDGET % Change
<b>TRUST FUNDS</b>					
<b>RYAN TRUST</b>					
Investment Income	\$208	\$515	\$250	\$0	-100.0%
<b>REDEVELOPMENT OBLIGATION RETIREMENT FUND</b>					
County of SD Trust Fund	98,439	87,862	150,000	150,000	0.0%
<b>SECTION 115 PENSION TRUST</b>					
Investment Income	(3,185,177)	1,270,004	200,000	235,050	17.5%
<b>Total, Trust Funds</b>	<b>(3,086,530)</b>	<b>\$1,358,381</b>	<b>\$350,250</b>	<b>\$385,050</b>	<b>9.9%</b>
<b>CAPITAL PROJECT FUNDS</b>					
<b>STREETS PROJECTS</b>					
State Grants	\$494,071	\$498,033	\$0	\$0	0.0
Federal Grants	1,062	40,000	0	0	0.0
Reimbursement from Outside Agencies	2,390,103	1,568,905	0	0	0.0
Investment Income	19,266	52,624	40,800	40,800	0.0
<b>Total, Streets Projects</b>	<b>2,904,502</b>	<b>2,159,562</b>	<b>40,800</b>	<b>40,800</b>	<b>0.0%</b>
<b>STORM DRAIN</b>					
Storm Drain Basin Fees	298,216	74,270	500,000	440,000	(12.0)
Investment Income	9,353	16,810	11,470	17,000	48.2
<b>Total, Storm Drain</b>	<b>307,569</b>	<b>91,080</b>	<b>511,470</b>	<b>457,000</b>	<b>-10.6%</b>
<b>GENERAL CAPITAL</b>					
Reimbursement from Outside Agencies	0	605,158	0	0	0.0
Investment Income	43,706	100,575	60,310	60,310	0.0
Other Revenue	0	0	0	0	0.0
<b>Total, General Capital</b>	<b>43,706</b>	<b>705,733</b>	<b>60,310</b>	<b>60,310</b>	<b>0.0%</b>
<b>COUNTY TRANSPORTATION STREET PROJECT FUND</b>					
SANDAG	2,782,400	5,270,000	5,317,000	5,282,000	(0.7)
Reimbursements from Outside Agencies	748,311	305,552	0	0	0.0
Investment Income	841	3,668	0	0	0.0
<b>Total, Cty Transportation Street Projec</b>	<b>3,531,552</b>	<b>5,579,220</b>	<b>5,317,000</b>	<b>5,282,000</b>	<b>-0.7%</b>

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Revenue Schedule - Detail (All Funds)**

	<u>2021/22</u> <u>ACTUAL</u>	<u>2022/23</u> <u>ACTUAL</u>	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>23/24 REVISED/ 24/25 BUDGET</u> <u>% Change</u>
<b>ROAD MAINTENANCE &amp; REHAB (SB1)</b>					
Road Maintenance & Rehab (SB 1)	3,053,797	3,366,842	3,729,300	3,860,800	3.5
Investment Income	30,648	49,205	33,990	34,000	0.0
<b>Total, Road Maintenance &amp; Rehab (SB</b>	<b>3,084,445</b>	<b>3,416,047</b>	<b>3,763,290</b>	<b>3,894,800</b>	<b>3.5%</b>
<b>PUBLIC FACILITIES</b>					
Public Facilities Fees	1,744,430	582,178	3,900,000	3,000,000	(23.1)
Other Interest-Non Investment	4,507	2,495	0	0	0.0
Interest-Loans/Advances	923	7,368	72,630	72,630	0.0
Investment Income	56,549	122,838	51,240	46,700	(8.9)
<b>Total, Public Facilities</b>	<b>1,806,409</b>	<b>714,879</b>	<b>4,023,870</b>	<b>3,119,330</b>	<b>-22.5%</b>
<b>Total, Capital Project Funds</b>	<b>\$11,678,183</b>	<b>\$12,666,521</b>	<b>\$13,716,740</b>	<b>\$12,854,240</b>	<b>-6.3%</b>

<b>DEBT SERVICE FUNDS</b>
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**GENERAL OBLIGATION BOND DEBT SERVICE**

Secured Property Tax	\$4,720,448	\$4,880,818	\$4,706,200	\$4,718,330	0.3
Penalties	11,141	18,256	25,100	25,100	0.0
Investment Income	19,854	47,974	20,000	20,000	0.0
<b>Total, General Obligation Bond Debt S</b>	<b>4,751,443</b>	<b>4,947,048</b>	<b>4,751,300</b>	<b>4,763,430</b>	<b>0.3%</b>

**REIDY CREEK GOLF COURSE DEBT SERVICE**

Investment Income	28	215	0	0	0.0
<b>Total, Debt Service Funds</b>	<b>\$4,751,471</b>	<b>\$4,947,263</b>	<b>\$4,751,300</b>	<b>\$4,763,430</b>	<b>0.3%</b>

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Revenue Schedule - Detail (All Funds)**

	2021/22 ACTUAL	2022/23 ACTUAL	2023/24 REVISED	2024/25 BUDGET	23/24 REVISED/ 24/25 BUDGET % Change
<b>ENTERPRISE FUNDS</b>					
<b>WATER</b>					
Lake Income	\$1,328,840	\$1,347,088	\$1,000,000	\$1,158,000	15.8
Reimbursement from Outside Agencies	27,400	107,440	55,000	53,000	(3.6)
Water Sales	47,112,348	42,342,120	48,500,000	48,260,000	(0.5)
Water Service Charges	20,652,019	20,701,862	20,000,000	20,457,000	2.3
Meter Installations	183,570	132,285	0	0	0.0
Penalties	(441)	9,319	0	0	0.0
Connection Charges	925,970	358,940	400,000	400,000	0.0
VID Filtration Charge	2,625,174	2,122,978	2,500,000	3,187,000	27.5
VID CIP Reimbursement	422,241	462,144	0	0	0.0
Sale of Electric Power	38,451	78,481	100,000	100,000	0.0
CIP Reimbursement	2,381,188	17,720,851	0	0	0.0
Investment Income	(2,280)	308,914	170,000	200,000	17.6
Federal Grants	523,710	0	0	0	0.0
Contributions	794,824	321,926	0	0	0.0
Rent	109,778	112,026	0	0	0.0
Damages-City Property	8,330	15,685	0	0	0.0
Gain/Loss on Disposal of Capital Assets	0	0	0	0	0.0
Other Revenue	1,071,287	119,772	100,000	460,000	360.0
<b>Total, Water</b>	<b>78,202,409</b>	<b>86,261,831</b>	<b>72,825,000</b>	<b>74,275,000</b>	<b>2.0%</b>
<b>WASTEWATER</b>					
Stormwater Management Charge	3,416,393	3,442,299	0	0	0.0
Reimbursement from Outside Agencies	0	0	80,000	100,000	25.0
Penalties	15,186	5,925	0	0	0.0
Recycled Water Usage	867,278	903,479	0	0	0.0
Service Charges	31,013,074	30,340,029	32,500,000	34,182,000	5.2
Connection Charges	1,974,532	870,696	500,000	500,000	0.0
San Diego Treatment Charge	2,264,054	2,367,984	2,200,000	2,850,000	29.5
Other Current Service Charge - Current	7,664	8,980	0	0	0.0
Restaurant FOG Pretreatment	83,294	89,639	0	0	0.0
City of S. D. Reimbursements	149,645	92,380	110,000	150,000	36.4
Sale of Recycled Water	2,886,083	2,797,738	4,000,000	4,000,000	0.0
Agency Incentive Payments	259,200	227,925	150,000	150,000	0.0
Automotive Maint. Pretreatment	66,798	73,124	0	0	0.0
Contributions	172,533	0	0	0	0.0
Investment Income	127,752	64,840	160,000	153,000	(4.4)
Federal Grants	125,865	0	0	0	0.0
SDG&E Raw Water Line	0	0	82,500	0	(100.0)
Other Revenue	215,062	115,162	110,000	100,000	(9.1)
<b>Total, Wastewater</b>	<b>43,644,413</b>	<b>41,400,200</b>	<b>39,892,500</b>	<b>42,185,000</b>	<b>5.7%</b>

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Revenue Schedule - Detail (All Funds)**

	<b>2021/22</b>	<b>2022/23</b>	<b>2023/24</b>	<b>2024/25</b>	<b>23/24 REVISED/ 24/25 BUDGET</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>REVISED</b>	<b>BUDGET</b>	<b>% Change</b>
<b>RECYCLING &amp; WASTE REDUCTION</b>					
Beverage Recycling	290,074	37,748	37,740	37,000	(2.0)
State Grants	0	0	214,800	215,000	0.1
Used Oil Recycling	(17,231)	22,910	20,310	20,000	(1.5)
AB939/Mandatory Recycling	326,404	430,872	346,900	347,000	0.0
Household Hazardous Waste	250,870	220,508	229,600	230,000	0.2
Investment Income	2,570	7,172	0	0	0.0
Other Revenue	7,480	7,255	7,000	7,000	0.0
<b>Total, Recycling &amp; Waste Reduction</b>	<b>860,167</b>	<b>726,465</b>	<b>856,350</b>	<b>856,000</b>	<b>0.0%</b>
<b>Total, Enterprise Funds</b>	<b>\$122,706,989</b>	<b>\$128,388,496</b>	<b>\$113,573,850</b>	<b>\$117,316,000</b>	<b>3.3%</b>
<b>Total, All Funds</b>	<b>\$277,059,049</b>	<b>\$289,595,937</b>	<b>\$278,498,790</b>	<b>\$284,841,690</b>	<b>2.3%</b>

**INTERNAL SERVICE FUNDS**

**BUILDING MAINTENANCE**

Reimbursement from Outside Agencies	\$3,774	\$3,909	\$0	\$0	0.0
Charges to Departments	5,492,030	6,254,510	7,318,720	7,318,720	0.0
Contributions	0	0	0	0	0.0
Recoveries	270,387	23,380	0	0	0.0
Investment Income	15,469	0	0	0	0.0
<b>Total, Building Maintenance</b>	<b>5,781,660</b>	<b>6,281,799</b>	<b>7,318,720</b>	<b>7,318,720</b>	<b>0.0%</b>

**WAREHOUSE FUND**

Charges to Departments	159,770	177,190	164,380	164,380	0.0
Investment Income	450	214	0	0	0.0
<b>Total, Warehouse</b>	<b>160,220</b>	<b>177,404</b>	<b>164,380</b>	<b>164,380</b>	<b>0.0%</b>

**FLEET SERVICES**

Charges to Departments	6,117,280	7,385,230	4,551,710	4,972,030	9.2
Contributions	381,472	1,460,861	0	0	0.0
Investment Income	50,400	155,157	125,000	125,000	0.0
Sale of City Property	267,082	98,744	0	0	0.0
Damages - City Property	62,222	6,256	0	0	0.0
Accident Recoveries	0	98,744	50,000	50,000	0.0
Reimbursement from Outside Agencies	0	0	0	0	0.0
Other Revenue	71,493	0	0	0	0.0
<b>Total, Fleet Services</b>	<b>6,949,949</b>	<b>9,204,992</b>	<b>4,726,710</b>	<b>5,147,030</b>	<b>8.9%</b>

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Revenue Schedule - Detail (All Funds)**

	<b>2021/22</b>	<b>2022/23</b>	<b>2023/24</b>	<b>2024/25</b>	<b>23/24 REVISED/ 24/25 BUDGET % Change</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>REVISED</b>	<b>BUDGET</b>	
<b>CENTRAL SERVICES</b>					
Duplicating-Charges to Departments	298,890	279,990	281,460	277,270	(1.5)
Telecommunications-Charges to Depts	487,330	466,060	450,310	423,510	(6.0)
Mail & Mobile Services-Charges to Depts	244,120	248,800	248,160	248,730	0.2
Investment Income	4,433	18,472	0	0	0.0
<b>Total, Central Services</b>	<b>1,034,773</b>	<b>1,013,322</b>	<b>979,930</b>	<b>949,510</b>	<b>-3.1%</b>
<b>NETWORK &amp; SYSTEMS ADMINISTRATION</b>					
Charges to Departments	2,079,560	2,379,330	2,925,060	2,924,880	(0.0)
Investment Income	2,798	19,319	0	0	0.0
<b>Total, Network &amp; Systems Admin.</b>	<b>2,082,358</b>	<b>2,398,649</b>	<b>2,925,060</b>	<b>2,924,880</b>	<b>0.0%</b>
<b>WORKERS' COMPENSATION</b>					
Charges to Departments	5,295,236	5,866,980	6,090,960	6,865,940	12.7
Investment Income	917,030	257,596	150,000	150,000	0.0
Settlements	0	0	0	0	0.0
<b>Total, Workers' Compensation</b>	<b>6,212,266</b>	<b>6,124,576</b>	<b>6,240,960</b>	<b>7,015,940</b>	<b>12.4%</b>
<b>GENERAL LIABILITY INSURANCE FUND</b>					
Charges to Departments	2,353,330	4,893,300	2,462,850	5,353,020	117.4
Investment Income	22,941	49,426	50,000	50,000	0.0
Recoveries	0	0	0	0	0.0
<b>Total, Liability Insurance</b>	<b>2,376,271</b>	<b>4,942,726</b>	<b>2,512,850</b>	<b>5,403,020</b>	<b>115.0%</b>
<b>BENEFITS ADMINISTRATION</b>					
Insurance Fees	10,671,936	10,565,550	12,070,130	12,092,680	0.2
Investment Income	2,583	2,715	0	0	0.0
Rebates	45,086	15,506	45,000	101,515	125.6
Other Revenue	595	3,868	0	0	0.0
<b>Total, Benefits Administration</b>	<b>10,720,200</b>	<b>10,587,639</b>	<b>12,115,130</b>	<b>12,194,195</b>	<b>0.7%</b>
<b>PROPERTY INSURANCE</b>					
Charges to Departments	969,410	916,960	1,054,700	2,100,000	99.1
Investment Income	4,500	6,147	5,000	0	(100.0)
<b>Total, Property Insurance</b>	<b>973,910</b>	<b>923,107</b>	<b>1,059,700</b>	<b>2,100,000</b>	<b>98.2%</b>

**CITY OF ESCONDIDO  
 FY 2024/25 Operating Budget  
 Revenue Schedule - Detail (All Funds)**

	<u>2021/22</u> <u>ACTUAL</u>	<u>2022/23</u> <u>ACTUAL</u>	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>23/24 REVISED/ 24/25 BUDGET % Change</u>
<b>DENTAL INSURANCE</b>					
Insurance Fees	697,923	633,804	665,430	674,940	1.4
Investment Income	4,511	11,183	0	0	0.0
<b>Total, Dental Insurance</b>	<b>702,434</b>	<b>644,987</b>	<b>665,430</b>	<b>674,940</b>	<b>1.4%</b>
<b>UNEMPLOYMENT INSURANCE</b>					
Insurance Fees	95,932	75,550	20,000	0	(100.0)
Investment Income	2,280	6,238	0	0	0.0
<b>Total, Unemployment Insurance</b>	<b>98,212</b>	<b>81,788</b>	<b>20,000</b>	<b>0</b>	<b>-100.0%</b>
<b>Total, Internal Service Funds</b>	<b>\$37,092,253</b>	<b>\$42,380,989</b>	<b>\$38,728,870</b>	<b>\$43,892,615</b>	<b>13.3%</b>

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Expenditure Summary - All Funds**

FUND/DEPARTMENT	2021/22 ACTUAL	2022/23 ACTUAL	2023/24 REVISED	2024/25 BUDGET	23/24 REVISED/ 24/25 BUDGET
					% Change
<b>GENERAL FUND DEPARTMENTS</b>					
City Council	\$322,101	\$353,394	\$396,390	\$414,950	4.7%
City Manager	1,214,176	1,736,466	1,866,850	1,799,630	-3.6
City Attorney	181,740	205,301	198,290	170,550	-14.0
City Clerk	581,991	622,414	680,240	642,520	-5.5
City Treasurer	222,365	232,904	233,490	180,110	-22.9
Communications & Digital Media	860,531	969,586	822,980	729,810	-11.3
Finance	1,157,584	1,653,307	1,809,720	1,658,170	-8.4
Human Resources & Risk Management	676,817	506,572	795,320	717,430	-9.8
Information Systems	1,370,971	1,330,860	1,547,210	1,471,640	-4.9
Community Services	4,609,258	5,355,633	5,818,140	6,172,630	6.1
Development Services	6,575,071	7,064,033	8,343,060	8,752,940	4.9
Public Works	11,586,139	13,311,951	12,398,470	13,766,440	11.0
Police	48,898,890	51,401,621	54,209,820	58,229,080	7.4
Fire/Emergency Management	29,600,205	31,129,108	33,599,220	35,636,680	6.1
Community Relations	70,717	31,590	87,000	109,000	25.3
Nondepartmental	1,238,887	1,956,778	1,067,460	1,247,100	16.8
Center for the Arts	2,747,677	2,836,893	3,247,370	1,282,180	-60.5
Library	3,576,618	3,661,950	3,771,040	543,970	-85.6
<b>TOTAL, GENERAL FUND</b>	<b>\$115,491,739</b>	<b>\$124,360,362</b>	<b>\$130,892,070</b>	<b>\$133,524,830</b>	<b>2.0%</b>
<b>SPECIAL REVENUE FUNDS/DEPARTMENTS</b>					
Vehicle Parking District	\$96,864	\$106,954	\$104,600	\$104,590	0.0%
Reidy Creek Golf Course	1,041,201	893,610	1,005,270	1,020,800	1.5
CDBG Administration	310,790	273,999	273,080	293,220	7.4
Landscape Maintenance Districts	917,419	917,419	1,399,320	1,467,680	4.9
Successor Agency-Housing	311,312	399,916	573,680	647,600	12.9
Mobilehome Management	147,002	141,346	222,750	175,520	-21.2
HOME	57,030	70,077	155,630	155,180	-0.3
CFD-No.2020-1 (The Services)	2,039	5,644	10,000	0	0.0
<b>TOTAL, SPECIAL REVENUE FUNDS</b>	<b>\$2,883,656</b>	<b>\$2,808,965</b>	<b>\$3,744,330</b>	<b>\$3,864,590</b>	<b>3.2%</b>
<b>TOTAL, TRUST FUNDS</b>	<b>\$2,957,017</b>	<b>\$115,142</b>	<b>\$110,960</b>	<b>\$106,280</b>	<b>-4.2%</b>
<b>TOTAL, DEBT SERVICE FUNDS</b>	<b>\$5,117,272</b>	<b>\$5,112,707</b>	<b>\$5,115,600</b>	<b>\$5,128,400</b>	<b>0.3%</b>
<b>ENTERPRISE FUNDS/DEPARTMENTS</b>					
Water/Canal/Lakes	\$66,517,781	\$64,835,170	\$70,220,960	\$70,121,730	-0.1%
Wastewater/Recycled Water/Environ. Prog.	29,102,784	30,213,803	36,485,500	36,979,650	1.4
Recycling & Waste Reduction	605,789	650,190	861,370	957,600	11.2
<b>TOTAL, ENTERPRISE FUNDS</b>	<b>\$96,226,354</b>	<b>\$95,699,164</b>	<b>\$107,567,830</b>	<b>\$108,058,980</b>	<b>0.5%</b>
<b>TOTAL, OPERATING FUNDS</b>	<b>\$222,676,038</b>	<b>\$228,096,339</b>	<b>\$247,430,790</b>	<b>\$250,683,080</b>	<b>1.3%</b>
<b>TOTAL, CAPITAL FUNDS</b>	<b>\$33,884,592</b>	<b>\$81,054,221</b>	<b>\$311,712,110</b>	<b>\$337,707,584</b>	<b>8.3%</b>
<b>GRAND TOTAL, ALL FUNDS</b>	<b>\$256,560,630</b>	<b>\$309,150,560</b>	<b>\$559,142,900</b>	<b>\$588,390,664</b>	<b>5.2%</b>
<b>INTERNAL SERVICE FUNDS</b> (included in operating budgets)	<b>\$34,737,246</b>	<b>\$38,630,282</b>	<b>\$46,479,555</b>	<b>\$48,475,760</b>	<b>4.3%</b>

# GENERAL FUND

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**General Fund Revenue Summary**

## GENERAL FUND SOURCES OF FUNDS

The General Fund is the primary operating fund of the city and provides the resources for the day-to-day services that keep Escondido running. This includes Police, Fire, Public Works, Community Services, Development Services, and several supporting departments such as the City Manager's Office, Finance, Human Resources, among many others.

Funding for the General Fund comes primarily from these major sources: Sales Tax, Property Tax, Property Tax in-lieu of Vehicle License Fees (VLF) (reported as part of Property Tax), and Franchise Fees (reported as part of Other Taxes). The major revenue sources account for 80% of the City's General Fund revenue for the FY2024/25 Operating Budget.

The projected FY2024/25 General Fund revenue estimate is \$133.1 million. The FY2023/24 amended revenue is the starting point to forecast revenue in the next fiscal year based on factors such as economic indicators, development in the City, past revenue history, and anticipated program revenue. The following are the components underlying the revenue projections in FY2024/25, followed by an explanation of each category in the following paragraphs:

Revenue	FY2023/24 Revised	FY2024/25 Projected	Change	%
Sales Tax	\$49,507,600	\$47,463,500	(\$2,044,100)	(4.1%)
Property Tax	35,068,340	38,249,300	3,180,960	9.1
Other Taxes	16,483,370	19,579,850	3,096,480	18.8
Charges for Services	15,078,000	15,669,060	591,060	3.9
Intergovernmental	3,506,250	4,164,000	657,750	18.8
Permits & Licenses	2,674,930	1,785,630	(889,300)	(33.2)
Fines & Forfeitures	873,000	878,700	5,700	0.7
Lease & Rental Income	3,829,000	4,030,980	201,980	5.3
Investment and Other Revenue	907,000	1,103,370	196,370	21.7
<b>Total Operating Revenue</b>	<b>\$127,927,490</b>	<b>\$132,924,390</b>	<b>\$4,996,900</b>	<b>3.9%</b>

**Sales Tax: \$47.5 million**  
**(36% of Total General Fund Revenue)**

Sales Tax revenue, which makes up 36% of total FY2024/25 projected General Fund operating revenue, is highly sensitive to economic conditions and is impacted by the levels of unemployment, consumer confidence, and per-capita income that drive spending and growth in sales tax receipts.

Retailers must register with the California Department of Tax and Fee Administration and pay the state's sales tax. Sales taxes are collected at the point of sale and remitted to the State Board of Equalization. Sales tax provides revenue for the State, County, and City. Sales tax is collected at a rate of 7.75% for the City of Escondido, allocated based on the following:

State of California	5.50%
Public Safety (Proposition 172)	0.50%
Countywide Transportation Fund	0.25%
<b>Local Jurisdiction (Escondido's Share)</b>	<b>1.00%</b>
San Diego County Regional Transportation Commission (SANDAG)	0.50%
<i>Total Sales Tax Rate – Escondido</i>	<i>7.75%</i>

**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
General Fund Revenue Summary**

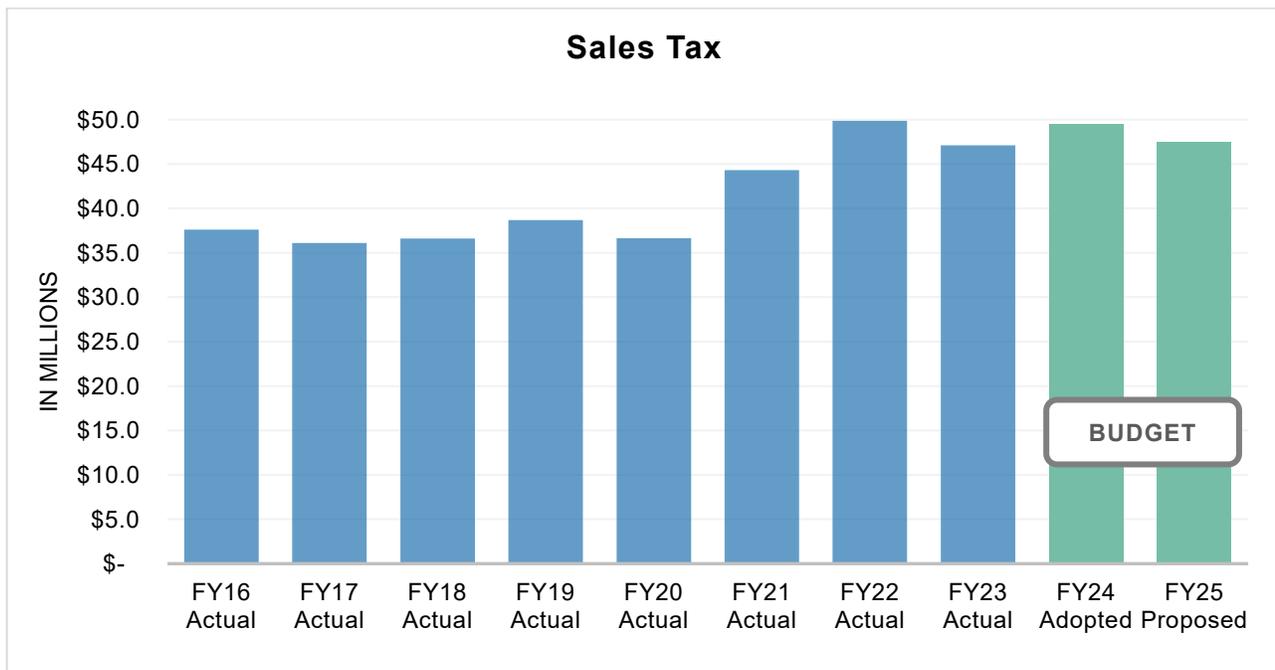
**Sales Tax (continued)**

The City works closely with its sales tax consultant, Avenulnsights, in projecting sales tax revenue. Based on Avenulnsights’ analysis of the trend in year-to-date tax receipts and an examination of the local economy, the City’s sales tax revenue is anticipated to decline in FY2024/25 by \$12,044,100 or 4.1% when compared to the FY2023/24 Adopted Budget to reach \$47.5 million. The possibility of a recession in FY2024/25 is possible but continued low unemployment and tight labor markets indicate that a severe downturn is unlikely.

The largest economic segments in the City are transportation and receipts from the County Pool. Together these segments generate 54% of the total sales tax revenues. The transportation segment includes new and used auto sales and service stations, and is projected to increase from the prior year.

Sales tax revenue received through the County Pool is the second largest sales tax segment accounting for 18% of the sales tax revenue received. The implementation of the AB 147 Wayfair decision began in April 2019, which extended sales and use taxes to out-of-state retailers engaged in business in California. In addition to the new taxable sales under AB 147, the continued COVID-19 restrictions pushed consumers from brick and mortar stores to online sales in prior fiscal years. Economic forecasters remain optimistic that online sales will continue to grow. However, in California, changes for online-based purchasing activity are ever evolving. Recent data released by HdL Companies reflected the opening of more in-state fulfillment facilities. In addition, many retailers are choosing to use local retail outlets as the resource for delivery of products in lieu of shipping from out-of-state warehouses. The result has dampened pool revenues and this trend is expected to continue in the short-term, impacting lower County Pool outlooks for the next three quarters.

City staff continuously monitor economic indicators and sales tax revenue closely and return to City Council with updates during the fiscal year.



**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
General Fund Revenue Summary**

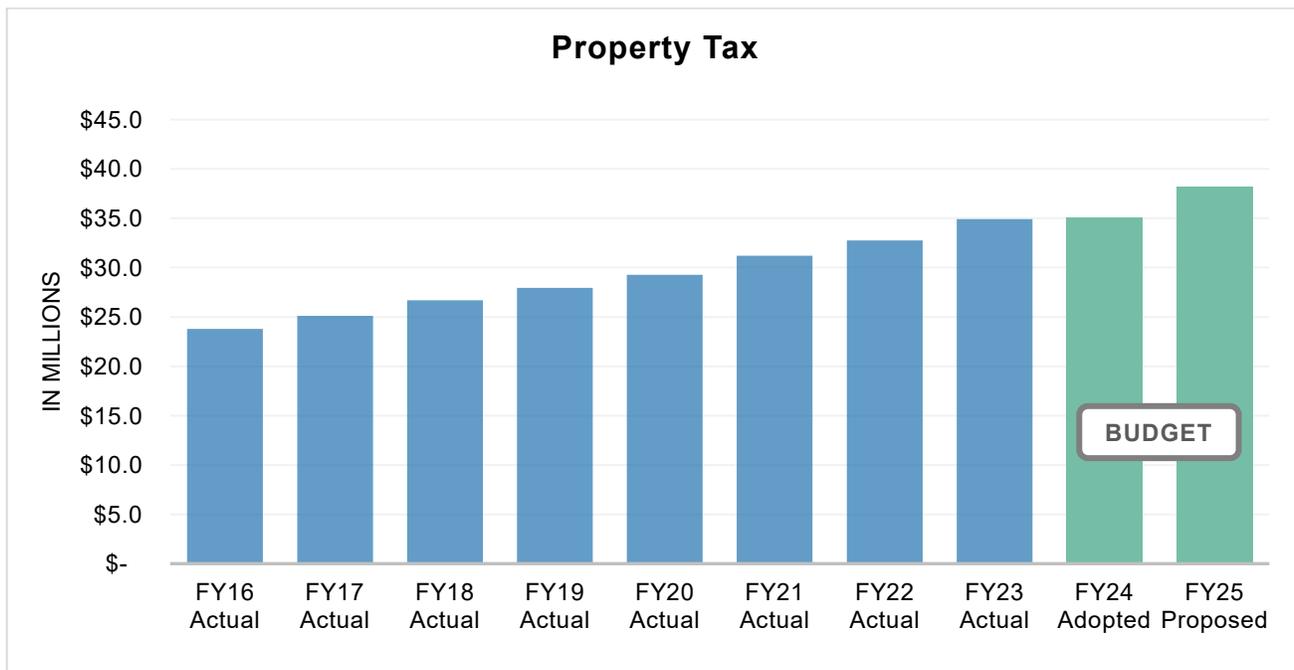
**Property Tax: \$38.2 million  
(29% of Total General Fund Revenue)**

Property tax revenues also represent a major funding source for the City at 29% of the General Fund. The major factors influencing property tax revenue are the annual inflation adjustment under Proposition 13, number of home sales, and increased median home prices. The City receives approximately 10 percent of the property tax paid by property owners. The remaining balance of the tax paid goes to school districts, the state, and other agencies.

In accordance with State law, property is assessed at actual full cash value and the maximum tax is 1% of the assessed valuation. Proposition 13, passed by California voters in 1979, specified that an assessed value may increase at the rate of the Consumer Price Index, not to exceed 2% per year based on the 1979 value, unless the property is improved or sold to establish a new market value.

The City engaged with AvenulInsights to review the property tax activity at the City and prepare a property tax revenue forecast. The overall property tax revenue is projected to increase approximately 9% from the prior fiscal year budgeted amount. This is attributed to an increase in current secured and unsecured tax projections and actual revenue received through the third quarter of FY2023/24, along with an increase in property transfer taxes based on the current and projected development activity, such as permits, inspections, and plan checks, which indicate continued growth in property sales.

Also included in Property tax revenues is the Property tax in lieu of Vehicle License Fees (“VLF”) which is estimated to increase by 13% to reach projected revenue of \$19.8 million. This revenue is in addition to the regular apportionment of property taxes received. In 2004, the Legislature permanently reduced the Vehicle License Fee rate from 2% to 0.65% and compensated cities for their revenue loss with a like amount of property taxes, dollar-for-dollar. Each agency’s property tax in lieu of VLF allocation increases annually in proportion to the growth in gross assessed valuation in the City based on the prior year assessment role.

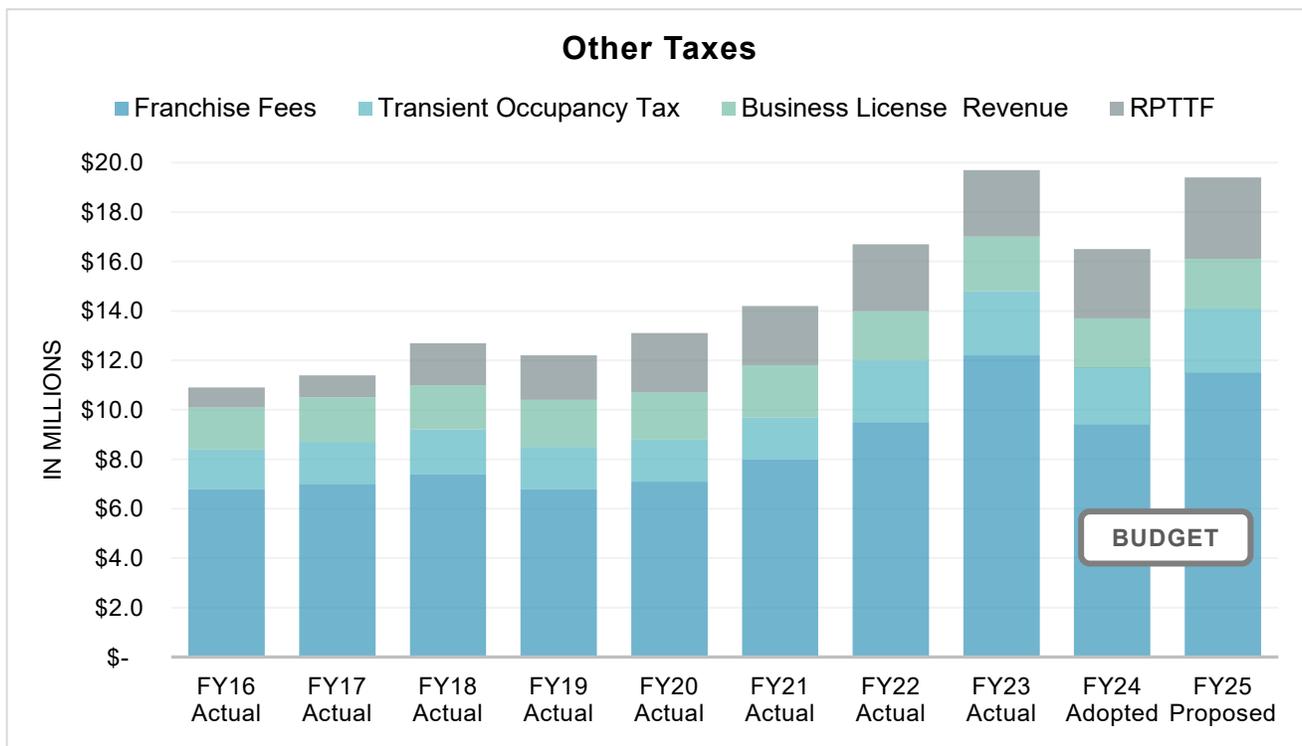


**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
General Fund Revenue Summary**

**Other Taxes: \$19.5 million  
(15% of Total General Fund Revenue)**

Other Taxes which include franchise fees, transient occupancy tax, business license fees, and the Redevelopment Property Tax Trust Fund (“RPTTF”) residual payment, account for 15% of General Fund revenue. These other taxes are projected to increase by 18% to reach projected revenue of \$19.5 million.

The City collects franchise fee revenues from San Diego Gas and Electric (SDG&E), cable companies conducting business within City limits, and Escondido Disposal Incorporated (EDI) for trash collection services. Overall franchise fee revenues are projected to be \$11.5 million, an increase of 22% from the prior year. Revenue growth is projected based on population, inflation factors, and historic revenue trends.

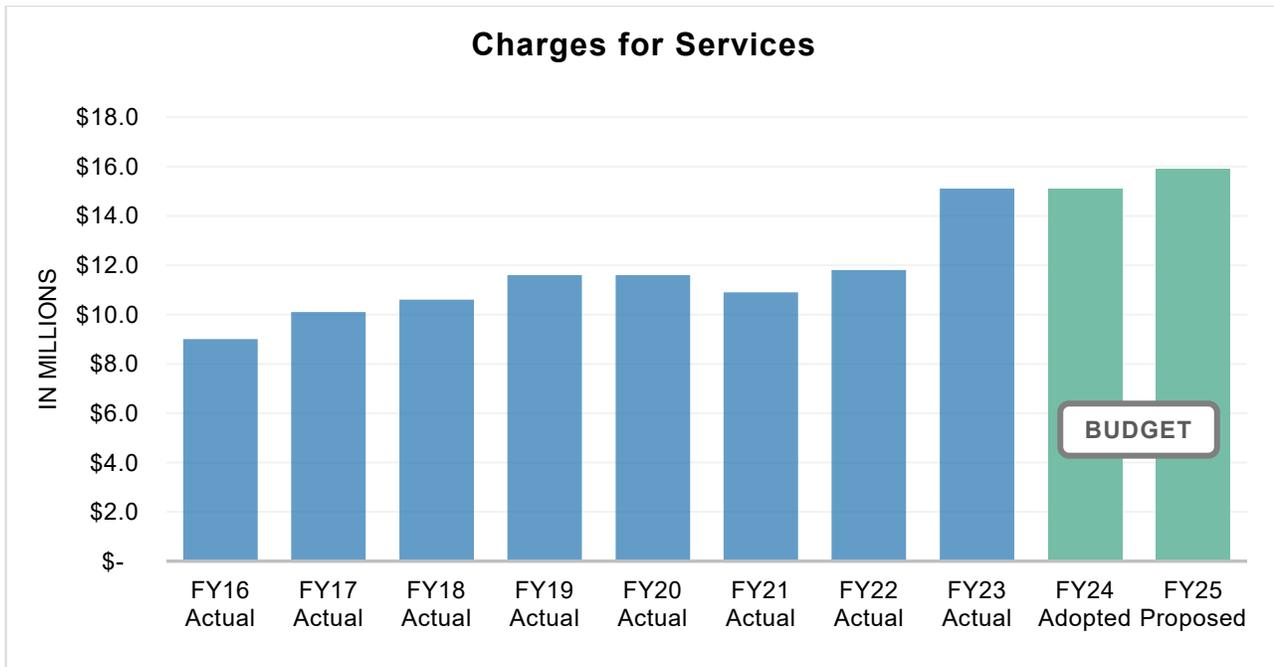


**Charges for Services: \$15.7 million  
(12% of Total General Fund Revenue)**

Charges for services are projected to increase compared to the prior fiscal year with estimated revenue of \$15.7 million, an increase of 5% from the FY2023/24 budget. Charges for services include paramedic fees and Community Services fees for recreational and community activities. The increase in projected revenue from the prior year is primarily due to the Ground Emergency Medical Transportation Program the City joined in June 2023 that utilizes Federal funding to supplement the ambulance billing revenue received for medical transports. The City is expected to receive about \$1.3 million from this program.

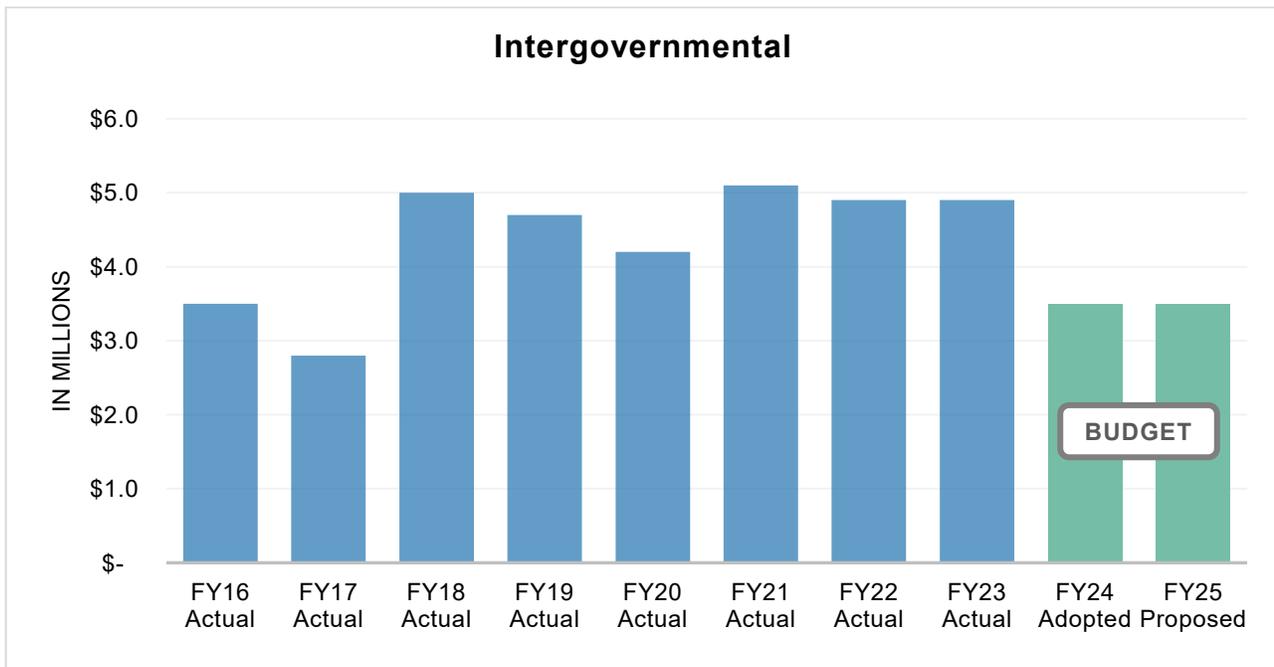
Revenue estimates for Community Services are based on the projected number of facilities and classes, number of participants, fee levels, and staff’s estimate of demand for programs and services. In addition, beginning in July 2022 in partnership with the Escondido Union School District (“EUSD”), the Before and After School Program was fully funded by the EUSD

**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
General Fund Revenue Summary**



***Intergovernmental: \$4.2 million  
(3% of Total General Fund Revenue)***

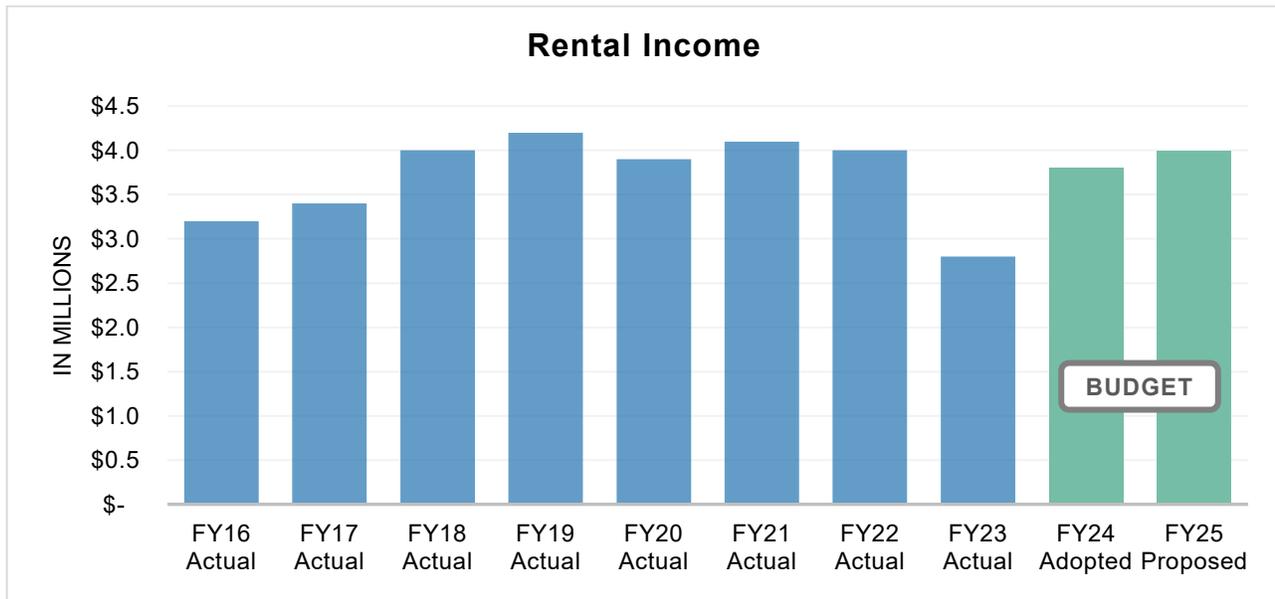
Intergovernmental revenue includes the Rincon Fire Services Agreement, state mandated cost claims, and various grants and is projected to increase overall by approximately \$56,250 or 2%.



**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
General Fund Revenue Summary**

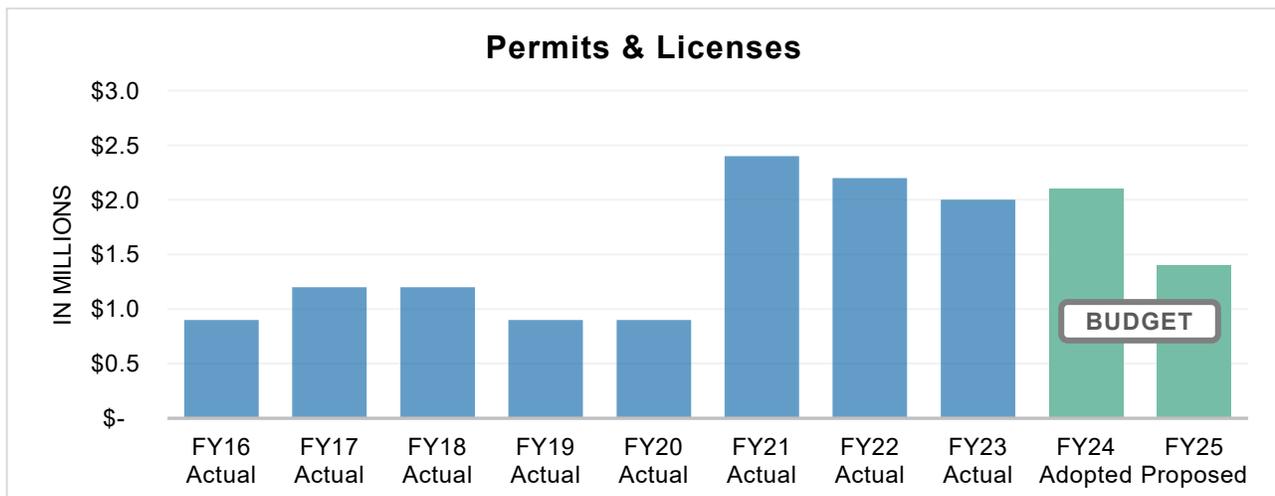
**Rental Income: \$4.0 million  
(3% of Total General Fund Revenue)**

Rental Income includes income from City-owned properties, including the North County Mall, shared revenue with the City of San Diego for activity generated at the Vineyard Golf Course, and small cell tower lease revenue. This revenue is projected to increase by 5% to reach revenue of \$4.0 million.



**Permits & Licenses: \$1.8 million  
(1% of Total General Fund Revenue)**

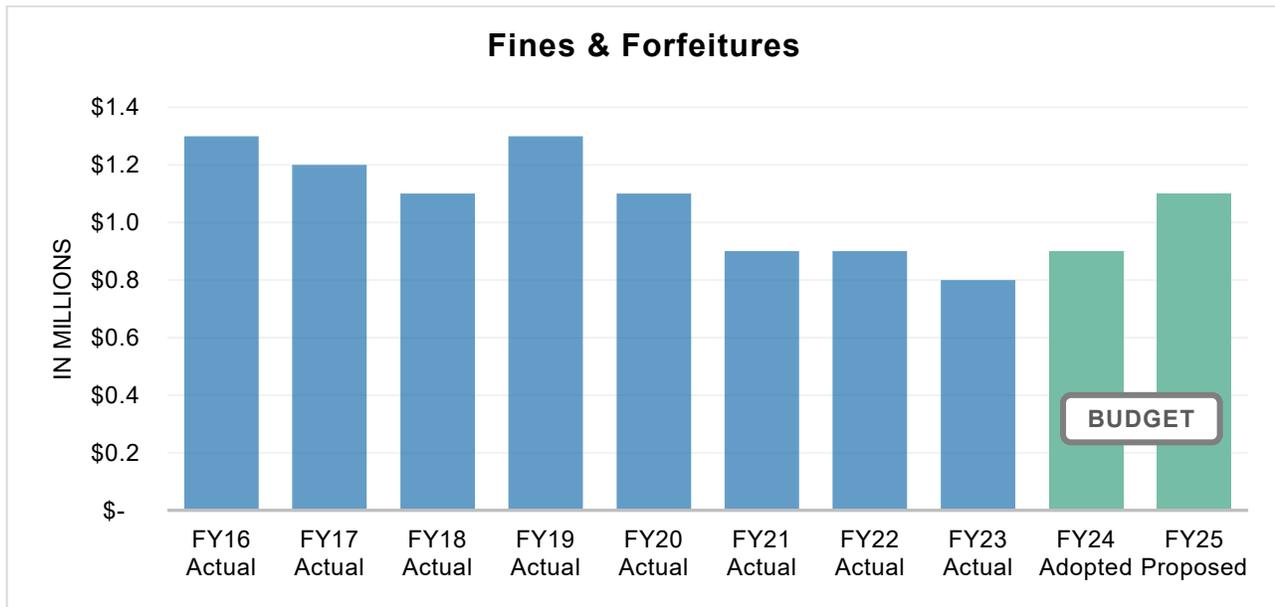
Permits and Licenses are collected for building, plumbing, electrical, mechanical, fire code and mobile-home permits are projected to decrease by \$889,300 from the Fiscal Year 2023/24 budget amount to reach projected revenue of \$1.8 million. Several large projects are anticipated in the future but those will likely be phased over a longer period of time compared to the last fiscal year.



**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
General Fund Revenue Summary**

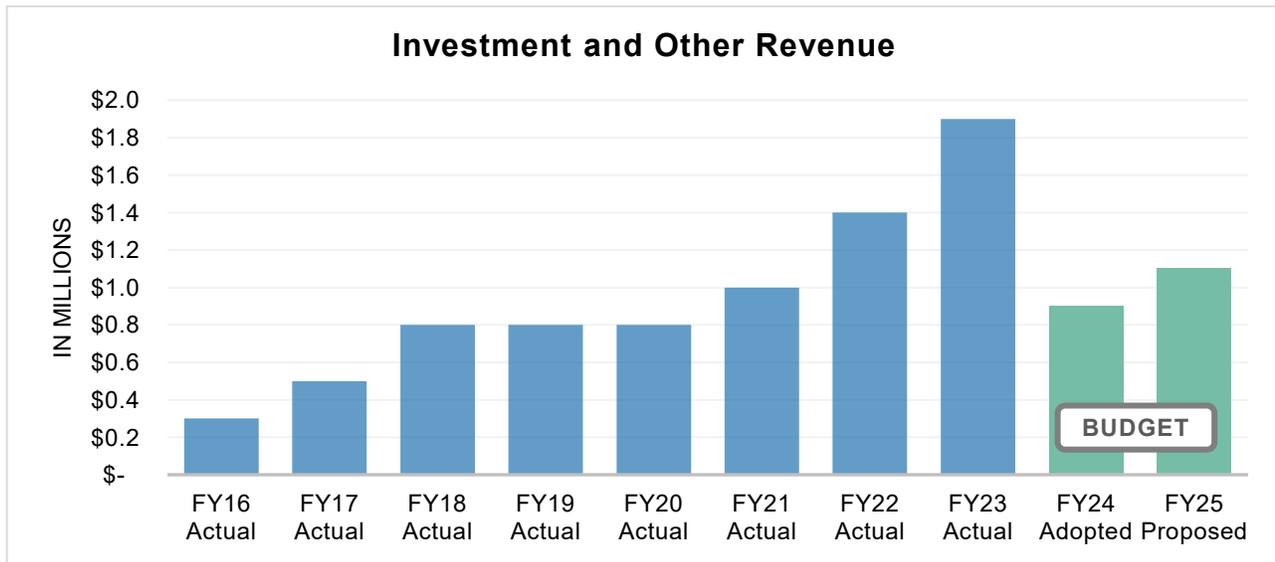
**Fines and Forfeitures: \$878,700  
(0.7% of Total General Fund Revenue)**

Fines and Forfeitures are projected to increase slightly from the prior fiscal year to reach \$878,800. Fines and forfeitures are collected by the City for vehicle code fines, parking ticket fines, other court fines, code enforcement citations, and impound fees.



**Investment and Other Revenue: \$1,103,370  
(0.4% of Total General Fund Revenue)**

Investment and Other Revenue or miscellaneous receipts projections have been increased by approximately \$201,500. As of March 2024, the City has earned a return on investments of 2.723%. American Rescue Plan Act funding has increased the city's cash balances; more funds have been able to be invested the last two fiscal years.



**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Account Comparison-General Fund**

Account Description	2021/22	2022/23	2023/24	2024/25	23/24 REVISED/ 24/25 BUDGET
	ACTUAL	ACTUAL	REVISED	BUDGET	% Change
Regular Full-time	\$48,949,419	\$51,455,095	\$58,852,060	\$60,726,410	3.2%
Contract Funded	49,439	9,162	0	0	0.0
Regular Part-Time	208,620	150,187	205,520	222,770	8.4
Temporary Part-Time	2,130,114	2,742,523	2,484,220	2,550,520	2.7
Overtime	8,833,363	8,695,707	6,202,850	6,156,800	(0.7)
Employee Overhead	36,473,204	39,325,022	43,440,960	43,719,040	0.6
Flexible Benefits	727,234	743,334	860,480	904,860	5.2
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>97,371,394</b>	<b>103,121,031</b>	<b>112,046,090</b>	<b>114,280,400</b>	<b>2.0</b>
Office/Operating Supplies	3,272,415	3,073,652	2,773,710	3,087,480	11.3
Safety Equipment	902,617	1,374,884	1,032,400	1,037,450	0.5
Prevention Supplies	5,259	1,138	11,500	3,000	-73.9
Gas	2,268	1,071	0	0	0.0
Miscellaneous Motive	10,786	1,015	300	300	0.0
Maintenance of Equipment	122,735	152,592	217,360	228,900	5.3
Professional Services/Contracts	9,450,589	11,393,371	12,583,240	8,311,530	(33.9)
Prior Period Expense	0	57,380	0	0	0
Permits	5,645	4,864	450	6,530	1351.1
Prevention Services	0	0	2,950	6,400	116.9
Other Mail	10,377	268	350	350	0.0
Training and Meetings	316,644	323,023	329,710	330,430	0.2
Mileage Reimbursement	1,196	462	6,900	6,400	-7.2
Dues and Subscriptions	214,420	242,162	212,530	233,805	10.0
Auto Allowance	112,583	108,259	115,200	120,600	4.7
Other Duplicating	280	339	2,250	2,250	0.0
Advertising and Printing	45,527	43,997	83,270	74,820	-10.1
Other Insurance	0	0	77,760	77,760	0.0
Utilities	3,198,552	3,807,102	3,793,600	2,728,650	(28.1)
Water	64,423	76,056	92,500	92,900	0.4
Other Telephone	178,551	200,725	302,810	315,220	4.1
Rent	103,155	112,274	124,950	126,720	1.4
Tuition	170,180	250,343	141,550	141,300	-0.2
Other Expense	953,276	999,984	715,630	729,225	1.9
Software	662,829	1,187,614	1,038,940	1,441,270	38.7
Minor Office Equipment	209,233	217,268	78,300	81,700	4.3
Loan Principal Expense	557,553	572,220	588,240	273,080	-53.6
Interest	63,351	47,821	31,870	15,450	(51.5)
<b>TOTAL, MAINTENANCE &amp; OPERATIONS</b>	<b>20,634,446</b>	<b>24,249,883</b>	<b>24,358,270</b>	<b>19,473,520</b>	<b>(20.1)</b>
Building Maintenance	4,437,450	4,895,600	6,051,250	6,051,250	0.0
Warehouse	28,140	33,670	31,230	31,230	0.0
Fleet Services	3,969,370	5,240,690	2,159,880	3,397,000	57.3
Duplicating	272,440	251,123	243,320	258,930	6.4
Telecommunications	410,910	400,970	382,610	350,350	(8.4)
Radio Communications	778,160	780,180	761,210	483,490	(36.5)
Mail & Mobile Services	205,750	212,140	203,940	210,920	3.4
Network Systems Administration	1,590,500	1,719,440	2,152,410	2,167,750	0.7
Insurance	1,750,040	3,668,980	1,240,070	4,656,790	275.5
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>13,442,760</b>	<b>17,202,793</b>	<b>13,225,920</b>	<b>17,607,710</b>	<b>33.1</b>
Other Capital Outlay	446,027	797,275	552,000	332,000	(39.9)
<b>SUBTOTAL, GENERAL FUND</b>	<b>131,894,627</b>	<b>145,370,982</b>	<b>150,182,280</b>	<b>151,693,630</b>	<b>1.0</b>
Allocations In	129,860	90,470	88,180	36,070	(59.1)
Allocations Out	(16,532,748)	(21,101,090)	(18,778,390)	(17,604,870)	-6.2
Cost Savings Reduction	0	0	(600,000)	(600,000)	0.0
<b>TOTAL, GENERAL FUND</b>	<b>\$115,491,739</b>	<b>\$124,360,362</b>	<b>\$130,892,070</b>	<b>\$133,524,830</b>	<b>2.0%</b>

**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Employee Overhead-General Fund**

Account Description	2021/22 ACTUAL	2022/23 ACTUAL	2023/24 REVISED	2024/25 BUDGET	23/24 REVISED/ 24/25 BUDGET % Change
PERS-Normal Cost	\$7,904,781	\$7,982,999	\$10,188,720	\$10,320,470	1.3%
PERS-Unfunded Liability	17,467,889	19,721,643	19,677,300	20,736,370	5.4
Medical	5,411,971	5,344,713	6,719,850	6,711,170	-0.1
Workers' Compensation	3,959,501	4,546,750	5,043,860	4,210,090	-16.5
Other Employee Overhead	1,729,062	1,728,918	1,811,230	1,756,270	-3.0
<b>TOTAL, EMPLOYEE OVERHEAD</b>	<b><u>\$36,473,204</u></b>	<b><u>\$39,325,022</u></b>	<b><u>\$43,440,960</u></b>	<b><u>\$43,734,370</u></b>	<b><u>0.7%</u></b>

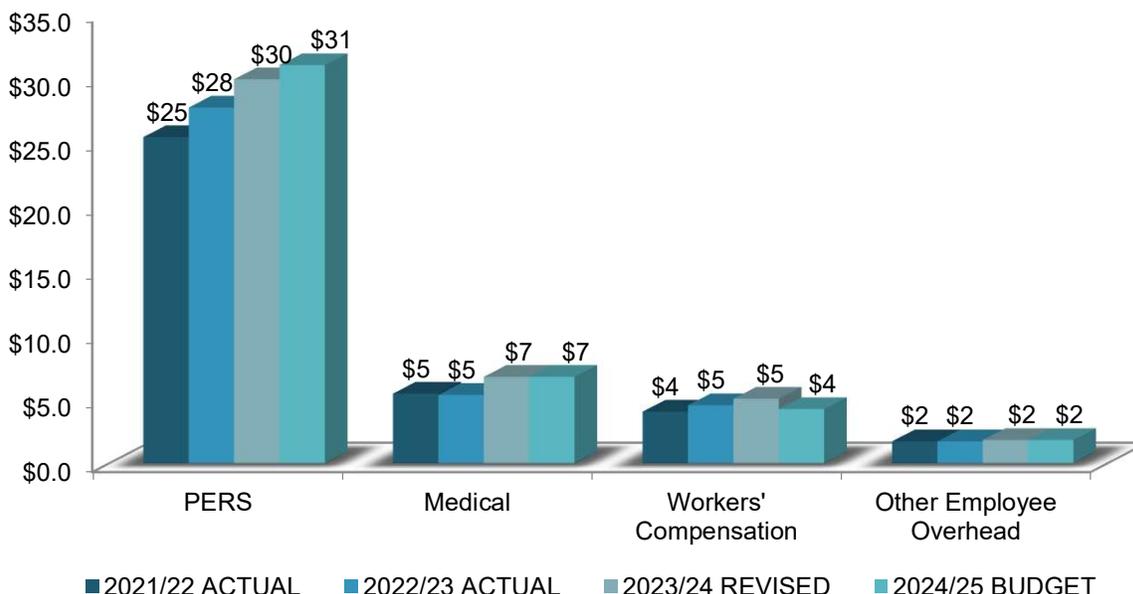
The pension rates for the normal cost portion of PERS will decrease from 11.55% to 11.16% for the Miscellaneous Plan and from 22.84% to 22.13% for the Safety Plan. Certain union group employees are sharing the cost of these rates. The PERS Unfunded Accrued Liability (UAL) portion of PERS will increase from \$8.1 million to \$9.3 million for the Miscellaneous plan and decrease from \$11.45 million to \$11.41 million for the Safety plan. These changes will result in an approximate net increase of \$1.2 million or 4.0% in PERS costs for the General Fund compared to the prior year.

Medical insurance premiums are anticipated to increase in calendar year 2024 by 1% for HMO and 0.31% for HDHP, offset by a projected increase in projected calendar year 2025 insurance premiums of 11.5%.

There are no significant changes to the Workers' Compensation fund from the prior year.

The Other Employee Overhead category includes the following overhead costs: Dental Insurance, Life Insurance, Unemployment Insurance, Medicare and Benefit Administration. There is a slight overall decrease of approximately \$55,000 projected for these types of overhead costs.

### Employee Overhead Comparison (In Millions)



**CITY OF ESCONDIDO  
 FY 2024/25 Operating Budget  
 General Fund Sources and Uses**

**GENERAL FUND**

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

**Sources of Funds:**

Operating Revenue	\$132,924,390
Transfer from Gas Tax Fund	2,055,000
	\$134,979,390
<b>TOTAL, Sources</b>	<b>\$134,979,390</b>

**Uses of Funds:**

Operating Budget	\$133,524,830
Transfer to Fleet Services Fund-Replacement of (3) Ambulances	960,000
Transfer to Reidy Creek Golf Course-Debt Service	364,970
Transfer to Successor Agency-Housing	25,000
Transfer to Vehicle Parking District Fund	104,590
	\$134,979,390
<b>TOTAL, Uses</b>	<b>\$134,979,390</b>

**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Department Summary**

**CITY COUNCIL**

The City Council is the elected governing body of the City and is responsible for establishing City policies and representing the people. The City Council consists of a Mayor (elected at large) and four City Council members (elected by district). All members serve for 4-year terms.

**DEPARTMENT PRIORITIES**

- ✓ Serve as the elected governing body for the City of Escondido
- ✓ Provide clear policy direction to the City staff

**SIGNIFICANT CHANGES FROM PRIOR BUDGET**

- On December 13, 2023, by majority vote the City Council adopted Ordinance No. 2023-19R amending Municipal Code § 2-28(a) and § 2-28(b) increasing the salary 7.5% for City Councilmembers and 6% for the Mayor
- Increased Office/Operating supplies by \$1,200 to fund annual Proclamation & Certificate supplies.
- Reduced City Council planning professional services contract.
- As part of the City’s ongoing review of how the City allocates expenses to the Utility Funds, allocations out to the Water and Wastewater funds were updated based on each fund’s total percentage of the operating budget.

**COUNCIL  
ESSENTIAL  
SERVICE  
ALIGNMENT**

							
POLICE SERVICES	FIRE/EMS SERVICES	LAND USE/ DEVELOPMENT	PUBLIC WORKS	KEEP CITY CLEAN	PARKS FACILITIES	CLEAN WATER	SEWER

**COUNCIL  
PRIORITY  
ALIGNMENT**

			
ELIMINATE THE STRUCTURAL DEFICIT	IMPROVE PUBLIC SAFETY	RETENTION AND ATTRACTION	ENCOURAGE HOUSING DEVELOPMENT

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>001-001 CITY COUNCIL</b>				
5001-001-001 REGULAR FULL-TIME				
4 Council Members	\$100,240	\$104,630	\$4,390	4.4%
1 Mayor	<u>70,740</u>	<u>73,440</u>	2,700	3.8%
	170,980	178,070	7,090	4.1%
EMPLOYEE OVERHEAD:				
5025-001-001 OTHER EMPLOYEE OVERHEAD	9,550	10,210	660	6.9%
5026-001-001 PERS-NORMAL COST	19,730	20,560	830	4.2%
5029-001-001 PERS-UNFUNDED LIABILITY	52,370	61,470	9,100	17.4%
5027-001-001 MEDICAL	25,010	31,700	6,690	26.7%
5028-001-001 WORKERS' COMPENSATION	2,180	1,850	(330)	-15.1%
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>279,820</b>	<b>303,860</b>	24,040	8.6%
5101-001-001 OFFICE/OPERATING SUPPLIES				
Office/Operating Supplies	4,000	2,500	(1,500)	-37.5%
Proclamation/Certificate Supplies	<u>0</u>	<u>1,200</u>	1,200	100.0%
	4,000	3,700	(300)	-7.5%
5131-001-001 PROFESSIONAL SERVICES/CONTRACTS				
City Council Planning	60,000	45,000	(15,000)	-25.0%
Voting System	<u>3,500</u>	<u>3,500</u>	0	0.0%
	63,500	48,500	(15,000)	-23.6%
5160-001-001 TRAINING AND MEETINGS				
Seminars, Conferences, Workshops - District 1 (10115)	5,000	5,000	0	0.0%
Seminars, Conferences, Workshops - District 2 (10116)	5,000	5,000	0	0.0%
Seminars, Conferences, Workshops - District 3 (10117)	5,000	5,000	0	0.0%
Seminars, Conferences, Workshops - District 4 (10118)	5,000	5,000	0	0.0%
Seminars, Conferences, Workshops - Mayor (10119)	5,000	5,000	0	0.0%
State of the City Address	<u>7,000</u>	<u>7,000</u>	0	0.0%
	32,000	32,000	0	0.0%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>001-001 CITY COUNCIL</b>				
5162-001-001 DUES AND SUBSCRIPTIONS				
League of California Cities	35,450	35,450	0	0.0%
National League of Cities	12,000	12,000	0	100.0%
SANDAG Member Assessment	59,330	67,000	7,670	12.9%
San Diego Division League of California Cities	1,400	1,400	0	0.0%
	<u>108,180</u>	<u>115,850</u>	7,670	7.1%
5163-001-001 AUTO ALLOWANCE				
5 Council Members	45,000	45,000	0	0.0%
5173-001-001 OTHER TELEPHONE				
Cellular Phone Charges (5 cellphones @ \$50/month)	3,000	3,000	0	0.0%
Aircards - 3 ipads	1,800	1,800	0	100.0%
	<u>4,800</u>	<u>4,800</u>	0	0.0%
<b>TOTAL, M &amp; O</b>	<b>257,480</b>	<b>249,850</b>	(7,630)	-3.0%
5125-001-001 BUILDING MAINTENANCE	54,830	54,830	0	0.0%
5165-001-001 DUPLICATING	1,620	1,620	0	0.0%
5172-001-001 TELECOMMUNICATIONS	1,120	1,000	(120)	-10.7%
5175-001-001 MAIL & MOBILE SERVICES	710	680	(30)	-4.2%
5178-001-001 NETWORK & SYSTEMS ADMINISTRATION	12,760	11,730	(1,030)	-8.1%
5183-001-001 INSURANCE				
General Liability Insurance	2,730	19,250	16,520	605.1%
Property Insurance	3,620	7,950	4,330	119.6%
	<u>6,350</u>	<u>27,200</u>	20,850	328.3%
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>77,390</b>	<b>97,060</b>	19,670	25.4%
<b>SUBTOTAL, CITY COUNCIL</b>	<b>614,690</b>	<b>650,770</b>	36,080	5.9%

**CITY OF ESCONDIDO  
 FY 2024/25 Operating Budget  
 Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>001-001 CITY COUNCIL</b>				
5902-001-001 ALLOCATED OUT				
Capital Improvement Projects	(29,060)	(32,540)	(3,480)	12.0%
CDBG-Admin	(4,840)	0	4,840	-100.0%
Wastewater	(92,200)	(14,560)	77,640	-84.2%
Water	<u>(92,200)</u>	<u>(188,720)</u>	(96,520)	104.7%
	(218,300)	(235,820)	(17,520)	8.0%
 <b>TOTAL, CITY COUNCIL</b>				
	<b>\$396,390</b>	<b>\$414,950</b>	\$18,560	4.7%

**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Department Summary**

**CITY MANAGER’S OFFICE**

The City Manager's Office implements City Council policies, administers the organization and the delivery of services to the community and oversees the City's day-to-day operations. The City Manager is appointed by the City Council and serves as the City's Chief Executive Officer and manages the daily operations of all City departments, while supporting the City Council's policy direction.

**DEPARTMENT PRIORITIES**

- ✓ Supports the information and policy-making needs of the Council and implements Council decisions
- ✓ Ensures that City services are performed to the highest standard in accordance with Council goals and policies

**SIGNIFICANT CHANGES FROM PRIOR BUDGET**

- Eliminated the vacant Department Assistant position
- Transferred the Deputy City Manager / Director of Communications and Community Services from the Communications Department #110 to the City Manager’s Department #002

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<b>COUNCIL ESSENTIAL SERVICE ALIGNMENT</b>	 POLICE SERVICES	 FIRE/EMS SERVICES	 LAND USE/ DEVELOPMENT	 PUBLIC WORKS	 KEEP CITY CLEAN	 PARKS FACILITIES	 CLEAN WATER	 SEWER
<b>COUNCIL PRIORITY ALIGNMENT</b>	 ELIMINATE THE STRUCTURAL DEFICIT	 IMPROVE PUBLIC SAFETY	 RETENTION AND ATTRACTION	 ENCOURAGE HOUSING DEVELOPMENT				

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>001-002 CITY MANAGER</b>				
5001-001-002 REGULAR FULL-TIME				
1 City Manager	\$280,000	\$280,000	\$0	0.0%
1 Deputy City Manager ( <i>reclass from Department 110</i> )	217,660	217,660	0	0.0%
1 Director of Economic Development	134,280	163,000	28,720	21.4%
1 Economic Development Coordinator ( <i>Previously Program Coordinator</i> )	63,880	68,270	4,390	6.9%
1 Executive Office Coordinator	62,570	68,440	5,870	9.4%
2 4 Management Analyst I/II ( <i>1 reclass from Department 102</i> )	144,530	158,550	14,020	9.7%
1 Real Property Manager	122,880	111,380	(11,500)	-9.4%
1 Sr Executive Assistant ( <i>Previously Executive Assistant-CM</i> )	88,410	94,280	5,870	6.6%
Bilingual Pay	1,950	3,900	1,950	100.0%
4-Department Assistant ( <i>position eliminated</i> )	45,090	0	(45,090)	-100.0%
	<u>1,161,250</u>	<u>1,165,480</u>	4,230	0.4%
5004-001-002 TEMPORARY PART-TIME				
Department Specialist (Real Property)-PARS	31,780	31,780	0	0.0%
Department Specialist (Business License)-PARS	19,230	19,230	0	0.0%
Bilingual Pay	600	600	0	0.0%
	<u>51,610</u>	<u>51,610</u>	0	0.0%
EMPLOYEE OVERHEAD:				
5025-001-002 OTHER EMPLOYEE OVERHEAD	47,710	51,510	3,800	8.0%
5026-001-002 PERS-NORMAL COST	104,410	133,670	29,260	28.0%
5029-001-002 PERS-UNFUNDED LIABILITY	268,250	325,970	57,720	21.5%
5027-001-002 MEDICAL	69,630	91,620	21,990	31.6%
5028-001-002 WORKERS' COMPENSATION	15,100	13,500	(1,600)	-10.6%
5030-001-002 FLEXIBLE BENEFITS	40,980	53,760	12,780	31.2%
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>1,758,940</b>	<b>1,887,120</b>	128,180	7.3%
5101-001-002 OFFICE/OPERATING SUPPLIES				
Office/Operating Supplies	17,260	17,260	0	0.0%
Miscellaneous Supplies - Business License (60138)	4,500	0	(4,500)	-100.0%
Miscellaneous Supplies - Real Property (60200)	500	500	0	0.0%
Miscellaneous Supplies - Volunteer Program (reclass from 102)	6,400	6,400	0	100.0%
Miscellaneous Supplies - Economic Development (20003)	2,000	2,000	0	0.0%
	<u>30,660</u>	<u>26,160</u>	(4,500)	-14.7%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	\$\$ Change	% Change
<b>001-002 CITY MANAGER</b>				
5131-001-002 PROFESSIONAL SERVICES/CONTRACTS				
Federal Lobbying Services	24,000	48,000	24,000	100.0%
Other Professional Services	50,000	50,000	0	0.0%
State Lobbying Services	14,640	14,640	0	0.0%
Innovate 78 Marketing - Economic Development (20003)	20,000	20,000	0	0.0%
AgTech Hackathon - Economic Development (20003)	9,900	15,000	5,100	51.5%
Professional Services - Economic Development (20003)	33,000	48,000	15,000	45.5%
Visit Escondido Website - Economic Development (20002)	600	600	0	0.0%
Visit Escondido Website Amy Hall Host Contract - Economic Development (20003)	2,000	2,000	0	0.0%
Real Property Services - Real Property (60200)	0	20,000	20,000	100.0%
	<u>154,140</u>	<u>218,240</u>	64,100	41.6%
5160-001-002 TRAINING AND MEETINGS				
Meeting Support, Logistics, Strategic Planning Sessions	5,000	5,000	0	0.0%
Seminars, Conferences, Workshops	10,000	10,000	0	0.0%
Trainings & Meetings - Business License (60138)	1,180	1,180	0	0.0%
ICSC - Economic Development (20003)	2,000	2,000	0	0.0%
Agtech conference - Economic Development (20003)	2,500	2,500	0	0.0%
CALED ACE Certification - Economic Development (20003)	900	900	0	0.0%
CALED Annual Conference - Economic Development (20003)	2,600	2,600	0	0.0%
CONNECT Innovation Event - Economic Development (20003)	1,000	1,000	0	0.0%
ICMA Annual Conference - Economic Development (20003)	2,000	2,000	0	0.0%
IEDC Annual Conference - Economic Development (20003)	2,500	2,500	0	0.0%
IEDC Courses - Economic Development (20003)	1,300	1,300	0	0.0%
IEDC Leadership Conference - Economic Development (20003)	2,000	2,000	0	0.0%
MMASC Annual Conference - Economic Development (20003)	1,200	1,200	0	0.0%
MMASC Winter Forum - Economic Development (20003)	500	500	0	0.0%
Palomar College Annual Event Table - Economic Development (20003)	500	500	0	0.0%
Regional EDC Annual Dinner - Economic Development (20003)	1,000	1,000	0	0.0%
SD Food Alliance - Economic Development (20003)	5,000	2,500	(2,500)	-50.0%
Startup San Diego - Economic Development (20003)	2,500	2,500	0	0.0%
Volunteer Outreach Opportunities	800	800	0	0.0%
Trainings & Licenses - Real Property (60200)	2,000	2,000	0	0.0%
	<u>46,480</u>	<u>43,980</u>	(2,500)	-5.4%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>001-002 CITY MANAGER</b>				
5162-001-002 DUES AND SUBSCRIPTIONS				
I.C.M.A.	3,900	3,900	0	0.0%
Periodicals, Subscriptions	1,500	1,500	0	0.0%
Dues and Subscriptions - Business License (60138)	400	400	0	0.0%
Urban Land Institute Membership - Business License (60138)	270	0	(270)	-100.0%
CALED - Economic Development (20003)	1,150	1,450	300	26.1%
IEDC Membership - Economic Development (20003)	660	660	0	0.0%
IRWA - Economic Development (20003)	200	0	(200)	-100.0%
Regional EDC - Economic Development (20003)	2,500	2,500	0	0.0%
MMASC - Economic Development (20003)	150	150	0	0.0%
The Greater Escondido Chamber of Commerce - Economic Development (20003)	300	300	0	0.0%
SDNEDC Innovate 78 Programming - Economic Development (20003)	20,000	20,000	0	0.0%
Toastmasters - Economic Development (20003)	0	360	360	100.0%
International Right of Way Association - Real Property (60200)	230	0	(230)	-100.0%
	<u>31,260</u>	<u>31,220</u>	(40)	-0.1%
5163-001-002 AUTO ALLOWANCE				
City Manager	9,000	9,000	0	0.0%
Deputy City Manager	5,400	5,400	0	0.0%
Director of Economic Development	0	5,100	0	100.0%
	<u>14,400</u>	<u>19,500</u>	5,100	35.4%
5167-001-002 ADVERTISING & PRINTING				
Escondido Magazine	12,500	12,500	0	0.0%
5170-001-080 UTILITIES				
San Diego Gas & Electric - Real Property (60200)	110,000	110,000	0	0.0%
5171-001-080 CITY WATER				
City Water - Real Property (60200)	1,000	1,000	0	0.0%
5173-001-002 OTHER TELEPHONE				
Cellular Phone Charges (4 phones)	2,800	2,800	0	0.0%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>001-002 CITY MANAGER</b>				
5180-001-080 RENT				
Property Lease (SDCCU East Valley Parkway) - Real Property (60200)	55,230	55,230	0	0.0%
Vineyard Golf Course Lease Payment - Real Property (60200), (transferred from 102)	<u>35,280</u>	<u>37,050</u>	1,770	5.0%
	90,510	92,280	1,770	2.0%
5190-001-002 OTHER EXPENSES				
Employee Recognition	10,000	10,000	0	0.0%
County Vector Control/Real Estate Taxes - Real Property (60200)	5,000	5,000	0	0.0%
Property Maintenance - Real Property (60200)	<u>30,000</u>	<u>30,000</u>	0	0.0%
	45,000	45,000	0	0.0%
5193-001-002 SOFTWARE				
Canto Software - Economic Development (20003)	8,000	8,000	0	0.0%
Constant Contact - Economic Development (20003)	840	840	0	0.0%
ESRI Yearly License	6,000	6,000	0	0.0%
CoStar Subscription - Economic Development (20003 and 60138)	15,000	15,000	0	0.0%
Data Schuss "Eimpact"- Economic Development (20003)	5,550	0	(5,550)	-100.0%
Hubspot Service - Economic Development (20003)	<u>8,100</u>	<u>8,100</u>	0	0.0%
	43,490	37,940	(5,550)	-12.8%
<b>TOTAL, M &amp; O</b>	<b>582,240</b>	<b>640,620</b>	58,380	10.0%
5125-001-002 BUILDING MAINTENANCE	163,950	163,950	0	0.0%
5165-001-002 DUPLICATING	8,700	15,120	6,420	73.8%
5172-001-002 TELECOMMUNICATIONS	1,810	1,640	(170)	-9.4%
5175-001-002 MAIL & MOBILE SERVICES	32,740	38,170	5,430	16.6%
5178-001-002 NETWORK & SYSTEMS ADMINISTRATION	26,530	27,670	1,140	4.3%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>001-002 CITY MANAGER</b>				
5183-001-002 INSURANCE				
General Liability Insurance	3,810	18,610	14,800	388.5%
Property Insurance	89,750	133,340	43,590	48.6%
	<u>93,560</u>	<u>151,950</u>	58,390	62.4%
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>327,290</b>	<b>398,500</b>	71,210	21.8%
<b>SUBTOTAL, CITY MANAGER</b>	<b>2,668,470</b>	<b>2,926,240</b>	257,770	9.7%
5902-001-002 ALLOCATED OUT				
Capital Improvement Projects	(85,370)	(102,420)	(17,050)	20.0%
CDBG-Admin	(16,590)	0	16,590	-100.0%
Wastewater	(349,830)	(438,940)	(89,110)	25.5%
Water	(349,830)	(585,250)	(235,420)	67.3%
	<u>(801,620)</u>	<u>(1,126,610)</u>	(324,990)	40.5%
<b>TOTAL, CITY MANAGER</b>	<b>\$1,866,850</b>	<b>\$1,799,630</b>	(\$67,220)	-3.6%

**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Department Summary**

**CITY ATTORNEY**

The Escondido City Attorney's Office serves as legal counsel to the entire City government, including the City Council, all Boards and Commissions, and all City Departments. The Office also represents City employees sued in their official capacities. The City Attorney reports directly to the City Council, operates as part of the City's management team to assist in transaction matters, and assures efficient operations consistent with the law. The City Attorney's client is the City itself, not any one resident. As a result, the City Attorney's Office does not represent or provide direct legal advice to City residents.

**DEPARTMENT PRIORITIES**

- ✓ Provide essential legal services to the City of Escondido
- ✓ Assist City Departments in crafting creative and efficient solutions to potential legal obstacles to provide City services
- ✓ Provide an aggressive defense to City and City personnel in lawsuits
- ✓ Minimize use of outside counsel while still providing preventative and comprehensive services
- ✓ Assist all City Departments in enforcing quality of life municipal code and state law statutes

**SIGNIFICANT CHANGES FROM PRIOR BUDGET**

- None

**COUNCIL  
ESSENTIAL  
SERVICE  
ALIGNMENT**

**COUNCIL  
PRIORITY  
ALIGNMENT**

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>001-003 CITY ATTORNEY</b>				
5001-001-003 REGULAR FULL-TIME				
1 City Attorney	\$241,500	\$241,500	\$0	0.0%
2 Assistant City Attorneys	390,230	415,770	25,540	6.5%
3 Deputy City Attorneys	315,330	347,210	31,880	10.1%
1 2 Legal Assistants ( <i>reclassification</i> )	142,150	71,860	(70,290)	-49.4%
1 Legal Specialist	78,140	82,040	3,900	5.0%
1 Senior Deputy City Attorney	150,680	165,740	15,060	10.0%
2 4 Senior Legal Assistants ( <i>reclassification</i> )	86,250	173,890	87,640	101.6%
Bilingual Pay	1,950	1,950	0	0.0%
	<u>1,406,230</u>	<u>1,499,960</u>	93,730	6.7%
5003-001-003 REGULAR PART-TIME				
1 Administrative Assistant ( <i>Previously Department Aide</i> ) (.75)	29,360	32,910	3,550	12.1%
EMPLOYEE OVERHEAD:				
5025-001-003 OTHER EMPLOYEE OVERHEAD	55,640	57,630	1,990	3.6%
5026-001-003 PERS-NORMAL COST	165,800	176,820	11,020	6.6%
5029-001-003 PERS-UNFUNDED LIABILITY	441,690	529,070	87,380	19.8%
5027-001-003 MEDICAL	119,640	144,230	24,590	20.6%
5028-001-003 WORKERS' COMPENSATION	18,240	15,920	(2,320)	-12.7%
5030-001-003 FLEXIBLE BENEFITS	72,440	75,940	3,500	4.8%
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>2,309,040</b>	<b>2,532,480</b>	223,440	9.7%
5101-001-003 OFFICE/OPERATING SUPPLIES				
Legal Supplements, Codes and Case Reports	42,500	42,500	0	0.0%
Office Supplies	4,800	4,800	0	0.0%
	<u>47,300</u>	<u>47,300</u>	0	0.0%
5126-001-003 MAINTENANCE OF EQUIPMENT				
Maintenance of Office Equipment	1,500	1,500	0	0.0%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>001-003 CITY ATTORNEY</b>				
5131-001-003 PROFESSIONAL SERVICES/CONTRACTS				
Investigative Services, Attorneys' Services, Service of Process, Express Mail	50,000	50,000	0	0.0%
5160-001-003 TRAINING AND MEETINGS				
Seminars, Conferences, Workshops	5,000	5,000	0	0.0%
5161-001-003 MILEAGE REIMBURSEMENT	500	500	0	0.0%
5162-001-003 DUES AND SUBSCRIPTIONS				
Bar Association Dues	7,000	7,000	0	0.0%
5163-001-003 AUTO ALLOWANCE				
City Attorney	9,000	9,000	0	0.0%
2 Assistant City Attorneys	10,800	10,800	0	0.0%
	<u>19,800</u>	<u>19,800</u>	0	0.0%
5173-001-003 OTHER TELEPHONE				
Cellular Phone Service (3 Cell Phones @ \$50/Month)	1,800	1,800	0	0.0%
Cell Phone Replacements	1,200	1,200	0	100.0%
	<u>3,000</u>	<u>3,000</u>	0	0.0%
<b>TOTAL, M &amp; O</b>	<b>134,100</b>	<b>134,100</b>	0	0.0%
5125-001-003 BUILDING MAINTENANCE	79,050	79,050	0	0.0%
5165-001-003 DUPLICATING	13,100	31,690	18,590	141.9%
5172-001-003 TELECOMMUNICATIONS	2,360	2,100	(260)	-11.0%
5175-001-003 MAIL & MOBILE SERVICES	1,520	2,320	800	52.6%
5178-001-033 NETWORK & SYSTEMS ADMINISTRATION	32,220	30,330	(1,890)	-5.9%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>001-003 CITY ATTORNEY</b>				
5183-001-003 INSURANCE				
General Liability Insurance	3,910	18,150	14,240	364.2%
Property Insurance	<u>5,580</u>	<u>12,260</u>	6,680	119.7%
	9,490	30,410	20,920	220.4%
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>137,740</b>	<b>175,900</b>	38,160	27.7%
<b>SUBTOTAL, CITY ATTORNEY</b>	<b>2,580,880</b>	<b>2,842,480</b>	261,600	10.1%
5902-001-003 ALLOCATED OUT				
General Liability Insurance	(1,375,890)	(852,740)	523,150	-38.0%
Wastewater	(381,420)	(426,370)	(44,950)	11.8%
Water	(468,960)	(824,320)	(355,360)	75.8%
Workers' Compensation Insurance	<u>(156,320)</u>	<u>(568,500)</u>	(412,180)	263.7%
	(2,382,590)	(2,671,930)	(289,340)	12.1%
<b>TOTAL, CITY ATTORNEY</b>	<b>\$198,290</b>	<b>\$170,550</b>	(\$27,740)	-14.0%



**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>001-004 CITY CLERK</b>				
5001-001-004 REGULAR FULL-TIME				
1 City Clerk	\$135,690	\$150,000	\$14,310	10.5%
1 Administrative Coordinator	62,570	65,140	2,570	4.1%
1 Assistant City Clerk	96,210	100,270	4,060	4.2%
1 Admin Assistant - Unclassified ( <i>Previously Department Aide</i> )	37,320	43,880	6,560	17.6%
1 Deputy City Clerk	72,560	77,380	4,820	6.6%
1 Division Support Coordinator ( <i>Previously Division Coordinator</i> )	52,630	56,170	3,540	6.7%
Bilingual Pay	3,900	3,900	0	0.0%
	<u>460,880</u>	<u>496,740</u>	35,860	7.8%
5003-001-004 REGULAR PART-TIME				
1 Sr Admin Assistant ( <i>Previously Department Assistant</i> ) (.5)	22,690	24,220	1,530	6.7%
EMPLOYEE OVERHEAD:				
5025-001-004 OTHER EMPLOYEE OVERHEAD	17,620	18,070	450	2.6%
5026-001-004 PERS-NORMAL COST	55,400	59,720	4,320	7.8%
5029-001-004 PERS-UNFUNDED LIABILITY	148,820	174,520	25,700	17.3%
5027-001-004 MEDICAL	50,010	50,270	260	0.5%
5028-001-004 WORKERS' COMPENSATION	6,090	5,380	(710)	-11.7%
5030-001-004 FLEXIBLE BENEFITS	27,890	29,380	1,490	5.3%
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>789,400</b>	<b>858,300</b>	68,900	8.7%
5101-001-004 OFFICE/OPERATING SUPPLIES				
General Office Supplies	1,000	1,000	0	0.0%
Questys WORM tapes	1,000	1,000	0	0.0%
	<u>2,000</u>	<u>2,000</u>	0	0.0%
5126-001-004 MAINTENANCE OF EQUIPMENT				
Imaging Equipment	250	250	0	0.0%
Office Equipment	1,250	1,250	0	0.0%
	<u>1,500</u>	<u>1,500</u>	0	0.0%

**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Line Item Detail**

	<u>2023/24 REVISED</u>	<u>2024/25 BUDGET</u>	<u>\$\$ Change</u>	<u>% Change</u>
<b>001-004 CITY CLERK</b>				
5131-001-004 PROFESSIONAL SERVICES/CONTRACTS				
Electronic/Digital Signature Maintenance Agreement	3,000	3,000	0	0.0%
Gladwell Governmental Services, Inc.	750	850	100	13.3%
Questys Maintenance Agreement	6,750	6,750	0	0.0%
Records Destruction Vendor	18,000	18,000	0	0.0%
Total Imaging Solutions Agreement-Microfiche Reader	1,200	1,200	0	0.0%
Update Supp Service - Municipal/Zoning Code	7,000	7,000	0	0.0%
Zasio Maintenance Agreement	4,500	4,730	230	5.1%
	<u>41,200</u>	<u>41,530</u>	330	0.8%
5160-001-004 TRAINING AND MEETINGS				
Seminars, Conferences, Workshops	2,500	2,500	0	0.0%
5162-001-004 DUES AND SUBSCRIPTIONS				
CCAC Dues - 4 Members	800	800	0	0.0%
IIMC Dues - 4 Members	600	600	0	0.0%
	<u>1,400</u>	<u>1,400</u>	0	0.0%
5163-001-004 AUTO ALLOWANCE				
City Clerk	5,100	5,100	0	0.0%
5167-001-004 ADVERTISING AND PRINTING				
Legal Advertising/Printing	8,500	8,500	0	0.0%
5173-001-004 OTHER TELEPHONE				
Cellular Phone Service (1 phone @ \$50/month)	1,000	1,000	0	0.0%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>001-004 CITY CLERK</b>				
5193-001-004 SOFTWARE				
Agenda Management Software - Annual License	16,280	16,280	0	0.0%
Constant Contact Subscription - Public Notification Software	600	600	0	0.0%
ContractSafe - Contract Management Software	12,000	12,600	600	100.0%
NetFile Electronic Filing System	14,000	14,000	0	0.0%
Public Records Request Processing Software License	15,440	16,220	780	5.1%
Zoom Meeting Account	200	200	0	100.0%
	<u>58,520</u>	<u>59,900</u>	1,380	2.4%
<b>TOTAL, M &amp; O</b>	<b>121,720</b>	<b>123,430</b>	1,710	1.4%
5125-001-004 BUILDING MAINTENANCE	80,820	80,820	0	0.0%
5165-001-004 DUPLICATING	9,810	36,250	26,440	269.5%
5172-001-004 TELECOMMUNICATIONS	1,470	1,320	(150)	-10.2%
5175-001-004 MAIL & MOBILE SERVICES	1,160	940	(220)	-19.0%
5178-001-004 NETWORK & SYSTEMS ADMINISTRATION	34,690	22,970	(11,720)	-33.8%
5183-001-004 INSURANCE				
General Liability Insurance	2,840	13,220	10,380	365.5%
Property Insurance	4,610	10,120	5,510	119.5%
	<u>7,450</u>	<u>23,340</u>	15,890	213.3%
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>135,400</b>	<b>165,640</b>	30,240	22.3%
<b>SUBTOTAL, CITY CLERK</b>	<b>1,046,520</b>	<b>1,147,370</b>	100,850	9.6%
5902-001-004 ALLOCATED OUT				
Wastewater	(104,650)	(172,110)	(67,460)	64.5%
Water	(261,630)	(332,740)	(71,110)	27.2%
	<u>(366,280)</u>	<u>(504,850)</u>	(138,570)	37.8%
<b>TOTAL, CITY CLERK</b>	<b>\$680,240</b>	<b>\$642,520</b>	(\$37,720)	-5.5%

**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Department Summary**

**CITY TREASURER**

The City Treasurer’s Office is responsible for maintaining adequate bank balances to cover expenditures and invest surplus cash considering both short-term and long-term cash flow needs; overseeing the City’s investment program; managing the City’s investment portfolio and investment policy in accordance with legal guidelines; performing bond administration duties including trustee account reconciliation, oversight of debt service requirements and payments, and preparation of annual tax levies; coordinating assigned activities with other divisions, departments, and outside agencies; and preparing and maintaining a variety of investment, bank, and bond records and reports.

The City Treasurer is an elected position which serves a term of four years.

**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

**SIGNIFICANT CHANGES FROM PRIOR BUDGET**

- In November 2022, voters approved Measure G, amending the Escondido Municipal Code and adopting Ordinance 2022-19 which reduced the City Treasurer compensation to the same level as a city councilmember. The Ordinance takes effect December 1 of 2024.

**COUNCIL  
ESSENTIAL  
SERVICE  
ALIGNMENT**

**COUNCIL  
PRIORITY  
ALIGNMENT**

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>001-005 CITY TREASURER</b>				
5001-001-005 REGULAR FULL-TIME				
1 City Treasurer	\$106,000	\$59,880	(\$46,120)	-43.5%
1 Accountant I	55,420	62,600	7,180	13.0%
1 Accounting Specialist ( <i>Previously Sr. Accounting Assistant</i> )	<u>52,630</u>	<u>58,900</u>	6,270	11.9%
	214,050	181,380	(32,670)	-15.3%
EMPLOYEE OVERHEAD:				
5025-001-005 OTHER EMPLOYEE OVERHEAD	6,780	6,210	(570)	-8.4%
5026-001-005 PERS-NORMAL COST	24,720	20,950	(3,770)	-15.3%
5029-001-005 PERS-UNFUNDED LIABILITY	65,970	46,700	(19,270)	-29.2%
5027-001-005 MEDICAL	43,470	43,700	230	0.5%
5028-001-005 WORKERS' COMPENSATION	2,720	1,890	(830)	-30.5%
5030-001-005 FLEXIBLE BENEFITS	12,460	7,600	(4,860)	-39.0%
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>370,170</b>	<b>308,430</b>	(61,740)	-16.7%
5101-001-005 OFFICE/OPERATING SUPPLIES	400	400	0	0.0%
5131-001-005 PROFESSIONAL SERVICES/CONTRACTS				
Investment Research/Consultants	200	200	0	0.0%
5160-001-005 TRAINING AND MEETINGS				
Seminars, Conferences, Workshops	2,000	2,000	0	0.0%
5161-001-005 MILEAGE REIMBURSEMENT	200	200	0	0.0%
5162-001-005 DUES AND SUBSCRIPTIONS				
California Municipal Treasurer's Association	500	500	0	0.0%
Publications	<u>300</u>	<u>300</u>	0	0.0%
	800	800	0	0.0%
5163-001-005 AUTO ALLOWANCE				
City Treasurer	5,100	5,100	0	0.0%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>001-005 CITY TREASURER</b>				
5193-001-005 SOFTWARE				
Investment Software Annual License	15,500	15,500	0	0.0%
<b>TOTAL, M &amp; O</b>	<b>24,200</b>	<b>24,200</b>	0	0.0%
5125-001-005 BUILDING MAINTENANCE	18,150	18,150	0	0.0%
5172-001-005 TELECOMMUNICATIONS	350	320	(30)	-8.6%
5178-001-005 NETWORK & SYSTEMS ADMINISTRATION	1,930	1,900	(30)	-1.6%
5183-001-005 INSURANCE				
General Liability Insurance	1,160	5,390	4,230	364.7%
Property Insurance	1,060	2,320	1,260	118.9%
	<u>2,220</u>	<u>7,710</u>	5,490	247.3%
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>22,650</b>	<b>28,080</b>	5,430	24.0%
<b>SUBTOTAL, CITY TREASURER</b>	<b>417,020</b>	<b>360,710</b>	(56,310)	-13.5%
5902-001-005 ALLOCATED OUT				
Community Facilities Districts	(51,100)	(49,350)	1,750	-3.4%
Wastewater	(66,760)	(59,390)	7,370	-11.0%
Water	(65,670)	(71,860)	(6,190)	9.4%
	<u>(183,530)</u>	<u>(180,600)</u>	2,930	-1.6%
<b>TOTAL, CITY TREASURER</b>	<b>\$233,490</b>	<b>\$180,110</b>	(\$53,380)	-22.9%

**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Department Summary**

## FINANCE

The Finance Department is responsible for managing the financial resources of the City by providing reliable and timely financial support services to the organization. The department's responsibilities include: financial reporting, operating and capital improvement program budgets, accounting, purchasing, utility billing, collections, payroll, accounts payable and accounts receivable.

The core financial services provided by the finance department are:

Accounts Payable: Responsible for the payment to contractors in an accurate and timely manner and in compliance with all applicable rules and regulations.

Accounts Receivable: Works closely with departments to create and track invoices for various City services and programs and to ensure efficient, timely and accurate payment of accounts.

Budget: Coordinates and manages the operating and capital improvement program budgets. Provides assistance to departments to determine the cost or savings of proposed changes to their budgets.

Collections: Provides collections services for unpaid and delinquent receivables including utilities, general accounts receivable, library fines, DUI Cost Recovery, and a variety of other accounts.

Grant Financial Management: Manages City's grant portfolio, ensuring organizational effectiveness and compliance. Works closely with grant administrators to ensure accurate financial reporting and procedural compliance on all grants.

Payroll: Processes bi-weekly payrolls for approximately one thousand full time equivalent positions ensuring compliance with rules and regulations.

Purchasing: Assist City departments in procuring goods and services necessary to perform their daily operations at the most economical cost ensuring compliance with procurement standards.

Utility Billing: Responsible for performing all accounting functions related to the billing of water, wastewater, and trash for approximately 30,000 accounts.

### **DEPARTMENT PRIORITIES**

- ✓ Provide timely and reliable financial information and accurate 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
- ✓ Manage expenditures within the City's budget, monitor revenue on a monthly basis and report any deviations from projections to Management and City Council on a timely basis
- ✓ Be the Steward of the financial resources of the City to support the City's goals and objectives

### **SIGNIFICANT CHANGES FROM PRIOR BUDGET**

- Eliminated the vacant Budget Manager and Buyer positions

**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Department Summary**

**FINANCE**

**COUNCIL  
ESSENTIAL  
SERVICE  
ALIGNMENT**

**COUNCIL  
PRIORITY  
ALIGNMENT**

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24 REVISED</u>	<u>2024/25 BUDGET</u>	<u>\$ Change</u>	<u>% Change</u>
<b>001-022 FINANCE</b>				
5001-001-022 REGULAR FULL-TIME				
1 Director of Finance	\$189,070	\$198,520	\$9,450	5.0%
2 3 Accountant I/II's ( <i>reclassification</i> )	221,980	146,490	(75,490)	-34.0%
1 Administrative Coordinator	62,380	68,350	5,970	9.6%
4-Budget Manager ( <i>eliminate position</i> )	102,520	0	(102,520)	-100.0%
4-Buyer ( <i>eliminate position</i> )	56,680	0	(56,680)	-100.0%
1 Collections Specialist ( <i>Previously Collections Officer</i> )	58,100	61,040	2,940	5.1%
5 Customer Service Representatives II's	224,160	248,490	24,330	10.9%
1 Customer Service Supervisor ( <i>reclassification</i> )	0	94,160	94,160	100.0%
1 Finance Manager	102,520	123,790	21,270	20.7%
1 Management Analyst II	81,140	85,200	4,060	5.0%
1 Payroll Supervisor ( <i>Previously Payroll Analyst</i> )	74,340	84,100	9,760	13.1%
2 Payroll Technicians	125,960	142,670	16,710	13.3%
1 Purchasing Supervisor	63,440	75,400	11,960	18.9%
1 Revenue Manager	102,520	123,790	21,270	20.7%
3 Accounting Specialists ( <i>Previously Sr. Account Clerks</i> )	154,240	160,660	6,420	4.2%
2 Utility Billing Technicians ( <i>Previously Sr. Customer Service Representatives</i> )	100,490	122,400	21,910	21.8%
Bilingual Pay	10,400	7,800	(2,600)	-25.0%
	<u>1,729,940</u>	<u>1,742,860</u>	12,920	0.7%
EMPLOYEE OVERHEAD:				
5025-001-022 OTHER EMPLOYEE OVERHEAD	59,140	60,060	920	1.6%
5026-001-022 PERS-NORMAL COST	199,300	209,030	9,730	4.9%
5029-001-022 PERS-UNFUNDED LIABILITY	528,300	630,510	102,210	19.3%
5027-001-022 MEDICAL	224,230	216,910	(7,320)	-3.3%
5028-001-022 WORKERS' COMPENSATION	21,840	18,820	(3,020)	-13.8%
5030-001-022 FLEXIBLE BENEFITS	62,830	64,120	1,290	2.1%
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>2,825,580</b>	<b>2,942,310</b>	116,730	4.1%
5101-001-022 OFFICE/OPERATING SUPPLIES				
Envelopes	2,000	2,000	0	0.0%
Check Stock	5,000	5,000	0	0.0%
Miscellaneous Office Supplies	6,000	2,500	(3,500)	-58.3%
Miscellaneous Receipts	1,000	1,000	0	0.0%
	<u>14,000</u>	<u>10,500</u>	(3,500)	-25.0%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>001-022 FINANCE</b>				
5126-001-022 MAINTENANCE OF EQUIPMENT				
Check Endorser/Encoder	7,790	7,000	(790)	-10.1%
Folding Machine	540	0	(540)	-100.0%
Letter Opener	250	0	0	-100.0%
Printers	1,700	0	(1,700)	-100.0%
	<u>10,280</u>	<u>7,000</u>	<u>(3,280)</u>	<u>-31.9%</u>
5131-001-022 PROFESSIONAL SERVICES/CONTRACTS				
Annual Audit	60,000	61,700	1,700	2.8%
Annual Statistical Section Report	2,500	2,500	0	0.0%
Annual Street Report	4,200	4,000	(200)	-4.8%
Citywide Fee Inventory Study	75,000	0	(75,000)	-100.0%
Credit Reporting Agency	1,500	2,400	900	60.0%
Financial Consultant Services	30,000	35,000	5,000	16.7%
GASB 68 Statement Fee from PERS	5,000	5,000	0	0.0%
GASB 86 & GASB 96 Consulting Services	45,000	35,000	(10,000)	-22.2%
Paramedic Billing (31002)	270,000	315,000	45,000	16.7%
Preparation of Utility Bills (80061)	170,000	175,000	5,000	2.9%
Revenue Analysis and Fiscal Impact Study	75,000	0	(75,000)	-100.0%
SB90 Claims	8,100	8,300	200	2.5%
Shredding Contract	1,000	1,000	0	0.0%
	<u>747,300</u>	<u>644,900</u>	<u>(102,400)</u>	<u>-13.7%</u>
5159-001-022 OTHER MAIL				
Postage - Trust Account (80061)	350	350	0	0.0%
5160-001-022 TRAINING AND MEETINGS				
Seminars, Conferences, Workshops	10,000	10,000	0	0.0%
5161-001-022 MILEAGE REIMBURSEMENT				
	200	200	0	0.0%
5162-001-022 DUES AND SUBSCRIPTIONS				
Amazon Business Prime Membership Fee	1,400	1,400	0	0.0%
American Payroll Association	300	300	0	0.0%
California Association of Public Procurement	390	390	0	0.0%
California Revenue Officers Association	100	100	0	0.0%
California Society of Municipal Finance Officers	750	750	0	0.0%
CPA License Renewal	250	250	0	0.0%
GFOA Financial Report Submittal	800	800	0	0.0%
GFOA Operating Budget Submittal	680	0	(680)	-100.0%
Government Finance Officers Association Membership	860	860	0	0.0%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24 REVISED</u>	<u>2024/25 BUDGET</u>	<u>\$\$ Change</u>	<u>% Change</u>
<b>001-022 FINANCE</b>				
5162-001-022 DUES AND SUBSCRIPTIONS (CONTINUED)				
Grant Professionals Association	250	250	0	0.0%
Institute of Public Procurement	190	190	0	0.0%
Payroll Guides and Subscriptions	<u>3,000</u>	<u>3,000</u>	0	0.0%
	8,970	8,290	(680)	-7.6%
5163-001-022 AUTO ALLOWANCE				
Director of Finance	5,100	5,100	0	0.0%
5167-001-022 ADVERTISING AND PRINTING				
State Controller's Office Financial Report Publication	250	250	0	0.0%
Operating and Capital Budget Public Hearing Notice	250	250	0	0.0%
Other printing and advertising	<u>250</u>	<u>250</u>	0	0.0%
	750	750	0	0.0%
5173-001-022 OTHER TELEPHONE				
Cellular Phone Expenses (1 Cell Phone @ \$50/Month)	600	600	0	0.0%
5193-001-022 SOFTWARE				
Collections Software License	4,300	4,300	0	0.0%
Questica Software License	<u>39,500</u>	<u>0</u>	(39,500)	-100.0%
	43,800	4,300	(39,500)	-90.2%
<b>TOTAL, M &amp; O</b>	<b>841,350</b>	<b>691,990</b>	(149,360)	-17.8%
5125-001-022 BUILDING MAINTENANCE	109,110	109,110	0	0.0%
5165-001-022 DUPLICATING	9,360	13,110	3,750	40.1%
5172-001-022 TELECOMMUNICATIONS	9,040	7,710	(1,330)	-14.7%
5175-001-022 MAIL & MOBILE SERVICES	58,170	51,570	(6,600)	-11.3%
5178-001-022 NETWORK & SYSTEMS ADMINISTRATION	65,640	70,050	4,410	6.7%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24 REVISED</u>	<u>2024/25 BUDGET</u>	<u>\$ Change</u>	<u>% Change</u>
<b>001-022 FINANCE</b>				
5183-001-022 INSURANCE				
General Liability Insurance	9,580	44,310	34,730	362.5%
Property Insurance	<u>6,660</u>	<u>14,620</u>	7,960	119.5%
	16,240	58,930	42,690	262.9%
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>267,560</b>	<b>310,480</b>	42,920	16.0%
<b>SUBTOTAL, FINANCE</b>	<b>3,934,490</b>	<b>3,944,780</b>	10,290	0.3%
5902-001-022 ALLOCATED OUT				
Benefits Administration	(8,930)	(9,410)	(480)	5.4%
Capital Improvement Projects	(202,320)	(204,340)	(2,020)	1.0%
CDBG-Admin	(22,440)	0	22,440	-100.0%
Community Facility District Administration	(18,000)	(63,620)	(45,620)	253.4%
General Liability Insurance	(9,110)	0	9,110	-100.0%
Landscape Maintenance District	(6,400)	(6,200)	200	-3.1%
Property Insurance	(4,560)	0	4,560	-100.0%
Successor Agency-Housing	(22,200)	(23,310)	(1,110)	5.0%
Wastewater	(849,930)	(851,220)	(1,290)	0.2%
Water	(1,037,210)	(1,087,410)	(50,200)	4.8%
Workers' Compensation Insurance	<u>(17,140)</u>	<u>(41,100)</u>	(23,960)	139.8%
	(2,198,240)	(2,286,610)	(88,370)	4.0%
<b>TOTAL, FINANCE</b>	<b>\$1,736,250</b>	<b>\$1,658,170</b>	(\$78,080)	-4.5%

**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Department Summary**

## HUMAN RESOURCES

The Human Resources Department is committed to providing personnel services to all City employees and the public, while treating all individuals in a respectful and professional manner. The department provides a wide-variety of programs and services to approximately 1,000 employees (full-time and part-time):

Recruitments: Through recruiting and testing, the department identifies qualified applicants to fill job vacancies at all levels. This area includes job advertising, application processing, testing, pre-employment screening, and hiring. Once hired, new full-time employees participate in a one-day New Employee Orientation which is held twice annually. The department also hosts the Employee's Service Recognition Breakfast which is also held twice annually.

Labor Relations: Staff assists at the management bargaining table with six employee bargaining units, and also prepares information which is used and shared during negotiations. This includes economic and wage data surveys, labor law changes, and collective bargaining trends. Staff representatives also work very closely with departments to help interpret and correctly administer memorandum of understanding rules and articles.

Employee Relations: Technical advice and assistance is provided to management, supervisors and employees in terms of disciplinary actions, misconduct, performance problems, dispute resolution, investigations, grievances, and other related matters. Staff representatives keep abreast of legal requirements and act as a business partner with departments in identifying issues and problems, implementing effective solutions, and achieving goals.

Classification and Compensation: Staff conducts studies of positions and works with departments to determine appropriate job classifications and compensation. Salary surveys are performed to determine appropriate pay levels, based on comparable classifications in San Diego County.

Training: Staff assists with identifying training needs and scheduling diverse training opportunities for City employees. Courses offered to employees include the Supervisor's Academy, Management Academy, employee and labor relations workshops via the San Diego Employee Relations Consortium, professional development classes from the Government Training Agency, and other personal and employee development classes. The Supervisor's and Management Academies are offered annually to employees who have been designated by their department and approved by the City Manager.

The City also sponsors an annual Management Mentoring Program. The program matches mentors and mentees for ongoing coaching and counseling, builds leadership skills, enhances knowledge of the City's culture and best management practices, and provides encouragement and support to employees who desire and seek professional growth and advancement opportunities.

Special Projects/Files: The Human Resources Department also conducts special projects and assignments such as policy development, program research and implementation, special surveys, and more. Personnel files for all City positions are maintained in Human Resources.

**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Department Summary**

**HUMAN RESOURCES**

**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

**SIGNIFICANT CHANGES FROM PRIOR BUDGET**

- This budget maintains the same overall spending level as FY2023/24 and does not account for increased costs of service. Potential impacts include early depletion of funds or needing to chargeback departments in order to fully provide the following:
  - Fingerprinting as required for new hires
  - Physicals and psychological exams required for public safety new hires
  - Bi-annual Employee recognition
  - Bi-annual New Employee Orientation (NEO)
- Employee citywide training has been significantly reduced to reflect only the Supervisor's and Management academies
- Most professional association memberships have been removed for this fiscal year
- A new subscription service has been added to assist with recruitment advertising and providing a broader reach to job seekers

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**COUNCIL  
ESSENTIAL  
SERVICE  
ALIGNMENT**

**COUNCIL  
PRIORITY  
ALIGNMENT**

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>001-023 HUMAN RESOURCES</b>				
5001-001-023 REGULAR FULL-TIME				
1 Director of Human Resources	\$189,070	\$198,520	9,450	5.0%
1 Human Resources Coordinator	76,200	84,090	7,890	10.4%
1 Human Resources Manager	127,970	127,970	0	0.0%
2 Human Resources Technician I/II's	129,810	142,670	12,860	9.9%
1 Sr. Human Resources Analyst	81,880	92,250	10,370	12.7%
Bilingual Pay	1,950	0	(1,950)	-100.0%
	<u>606,880</u>	<u>645,500</u>	38,620	6.4%
5003-001-023 REGULAR PART-TIME				
Sr Admn Assistant ( <i>Previously Department Assistant</i> ) (.75)	34,040	37,600	3,560	10.5%
1 Human Resources Analyst II (.75)	46,620	48,950	2,330	5.0%
	<u>80,660</u>	<u>86,550</u>	5,890	7.3%
EMPLOYEE OVERHEAD:				
5025-001-023 OTHER EMPLOYEE OVERHEAD	22,470	22,840	370	1.6%
5026-001-023 PERS-NORMAL COST	79,390	84,550	5,160	6.5%
5029-001-023 PERS-UNFUNDED LIABILITY	211,830	266,570	54,740	25.8%
5027-001-023 MEDICAL	92,460	88,540	(3,920)	-4.2%
5028-001-023 WORKERS' COMPENSATION	8,760	7,610	(1,150)	-13.1%
5030-001-023 FLEXIBLE BENEFITS	37,320	39,180	1,860	5.0%
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>1,139,770</b>	<b>1,241,340</b>	101,570	8.9%
5101-001-023 OFFICE/OPERATING SUPPLIES				
Break Room Supplies	630	500	(130)	-20.6%
General Office Supplies	4,250	3,800	(450)	-10.6%
Job Fair Supplies	300	0	(300)	-100.0%
Labor Relations Posters	700	900	200	28.6%
Printer Supplies	730	300	(430)	-58.9%
	<u>6,610</u>	<u>5,500</u>	(1,110)	-16.8%
5126-001-023 MAINTENANCE OF EQUIPMENT				
Maintenance Contract for Printers and Shredder	1,300	0	(1,300)	-100.0%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>001-023 HUMAN RESOURCES</b>				
5131-001-023 PROFESSIONAL SERVICES/CONTRACTS				
CPS Test Examinations	6,500	500	(6,000)	-92.3%
Critical Public Safety Dispatcher Exam	1,650	1,650	0	0.0%
Donnoe & Associates Exams	3,000	6,000	3,000	100.0%
Fingerprinting - DOJ & AAA Livescan	5,000	5,000	0	0.0%
Fitness for Duty Exams	1,570	1,570	0	0.0%
Outside Labor Relations Council	12,000	5,000	(7,000)	-58.3%
Palomar Regional Fire Exam	3,200	0	(3,200)	-100.0%
Pre-Employment Medical & Psychological Exams	48,500	100,000	51,500	106.2%
Special Projects Contracts	24,000	10,000	(14,000)	-58.3%
Test Construction Service	1,700	2,280	580	34.1%
	<u>107,120</u>	<u>132,000</u>	24,880	23.2%
5160-001-023 TRAINING AND MEETINGS				
Seminars, Conferences, Workshops	6,100	3,000	(3,100)	-50.8%
5161-001-023 MILEAGE REIMBURSEMENT	800	300	(500)	-62.5%
5162-001-023 DUES AND SUBSCRIPTIONS				
CalPELRA dues (2 members)	380	760	380	100.0%
Careers in Government Subscription	0	3,875	3,875	100.0%
IPMA-HR Dues (2 members)	320	0	(320)	-100.0%
Liebert Library Subscription	900	900	0	0.0%
Npelra Dues (2 members)	380	0	(380)	-100.0%
SHRM Dues (2 members)	460	0	(460)	-100.0%
	<u>2,440</u>	<u>5,535</u>	3,095	126.8%
5163-001-023 AUTO ALLOWANCE				
Director of Human Resources	5,100	5,100	0	0.0%
5167-001-023 ADVERTISING & PRINTING				
Miscellaneous	2,000	1,000	(1,000)	-50.0%
5173-001-023 OTHER TELEPHONE				
Cellular Phone Service (3 phones @ \$50/month)	1,800	2,400	600	33.3%
Cell Phone replacements	900	500	(400)	-44.4%
	<u>2,700</u>	<u>2,900</u>	200	7.4%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>001-023 HUMAN RESOURCES</b>				
5190-001-023 OTHER EXPENSES				
Bilingual Certification for Applicants	3,500	3,500	0	0.0%
CCPA County Training Consortium Refreshments	500	200	(300)	-60.0%
Employee Recognition	3,200	3,200	0	0.0%
Employee Training	30,930	17,000	(13,930)	-45.0%
Job Fair Registration	300	0	(300)	-100.0%
New Employee Orientation	2,600	2,600	0	0.0%
Oral Board Meals	1,000	600	(400)	-40.0%
Training Consortium	3,000	3,035	35	1.2%
	<u>45,030</u>	<u>30,135</u>	(14,895)	-33.1%
5193-001-023 SOFTWARE				
NeoGov Recruiting Software	35,000	33,000	(2,000)	-5.7%
<b>TOTAL, M &amp; O</b>	<b>214,200</b>	<b>218,470</b>	4,270	2.0%
5125-001-023 BUILDING MAINTENANCE	72,270	72,270	0	0.0%
5165-001-023 DUPLICATING	9,470	5,980	(3,490)	-36.9%
5172-001-023 TELECOMMUNICATIONS	2,330	2,020	(310)	-13.3%
5175-001-023 MAIL & MOBILE SERVICES	1,380	790	(590)	-42.8%
5178-001-023 NETWORK & SYSTEMS ADMINISTRATION	32,030	34,830	2,800	8.7%
5183-001-023 INSURANCE				
General Liability Insurance	5,630	23,940	18,310	325.2%
Property Insurance	5,030	11,020	5,990	119.1%
	<u>10,660</u>	<u>34,960</u>	24,300	228.0%
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>128,140</b>	<b>150,850</b>	22,710	17.7%
<b>SUBTOTAL, HUMAN RESOURCES</b>	<b>1,482,110</b>	<b>1,610,660</b>	128,550	8.7%

**CITY OF ESCONDIDO  
 FY 2024/25 Operating Budget  
 Line Item Detail**

	<u>2023/24 REVISED</u>	<u>2024/25 BUDGET</u>	<u>\$ Change</u>	<u>% Change</u>
<b>001-023 HUMAN RESOURCES</b>				
5902-001-023 ALLOCATED OUT				
Benefits Administration	(47,520)	(124,130)	(76,610)	161.2%
CDBG	(4,030)	0	4,030	-100.0%
Fire	0	(50,000)	(50,000)	100.0%
Police	0	(50,000)	(50,000)	100.0%
Risk Management	(47,520)	(24,830)	22,690	-47.7%
Wastewater	(284,800)	(241,600)	43,200	-15.2%
Water	(284,800)	(241,600)	43,200	-15.2%
Workers' Compensation Insurance	<u>(47,520)</u>	<u>(161,070)</u>	(113,550)	239.0%
	(716,190)	(893,230)	(177,040)	24.7%
 <b>TOTAL, HUMAN RESOURCES</b>	 <b>\$765,920</b>	 <b>\$717,430</b>	 (\$48,490)	 -6.3%

**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Department Summary**

## RISK MANAGEMENT

The Risk Management Division ensures the safety of City employees, while reducing risk exposure to the City through various programs and insurance policies. Risk Management provides the following services:

Administers the City's self-insured Liability program, and secures property, pollution, and crime and cyber liability insurance coverage.

Handles the City's first party property and subrogation claims, and assists the City Attorney's Office with tracking and trending liability claims against the City.

Assists City departments with the review and preparation of contracts and permits for insurance compliance with City requirements.

Provides guidance and support to City departments regarding health and safety issues including Occupational Safety and Health Administration (OSHA) required training and reporting, facility and equipment inspections and ergonomic evaluations.

Administers the fitness for duty, return-to-work, drug and alcohol and vehicle safety programs.

Serves as the City's Americans with Disabilities Act (ADA) coordinator, and representative to the Public Risk Innovation, Solutions, and Management (PRISM) risk sharing pool (formally known as California State Association of Counties - Excess Insurance Authority (CSAC-EIA)).

### **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

### **SIGNIFICANT CHANGES FROM PRIOR BUDGET**

- Eliminated the vacant Senior Safety Analyst position.
- To keep the FY2024/25 department budget flat, Risk and Safety training development & programs were reduced by \$27,500, which limits the capacity to provide new or additional training.

**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Department Summary**

**RISK MANAGEMENT**

**COUNCIL  
ESSENTIAL  
SERVICE  
ALIGNMENT**

**COUNCIL  
PRIORITY  
ALIGNMENT**

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>001-024 RISK MANAGEMENT</b>				
5001-001-024 REGULAR FULL-TIME				
1 Risk and Safety Manager	\$104,520	\$109,740	\$5,220	5.0%
1 Risk and Safety Coordinator	67,380	70,100	2,720	4.0%
<del>1 Senior Safety Analyst (position eliminated)</del>	76,320	0	(76,320)	-100.0%
1 Safety & Training Specialist (Previously Safety Trainer)	<u>74,370</u>	<u>77,380</u>	3,010	4.0%
	322,590	257,220	(65,370)	-20.3%
5020-001-024 OVERTIME				
CPR Trainers	\$4,800	4,800	\$0	0.0%
EMPLOYEE OVERHEAD:				
5025-001-024 OTHER EMPLOYEE OVERHEAD	10,610	8,260	(2,350)	-22.1%
5026-001-024 PERS-NORMAL COST	37,260	29,710	(7,550)	-20.3%
5029-001-024 PERS-UNFUNDED LIABILITY	99,890	119,380	19,490	19.5%
5027-001-024 MEDICAL	61,940	43,700	(18,240)	-29.4%
5028-001-024 WORKERS' COMPENSATION	6,320	3,700	(2,620)	-41.5%
5030-001-024 FLEXIBLE BENEFITS	17,700	13,890	(3,810)	-21.5%
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>561,110</b>	<b>480,660</b>	<b>(80,450)</b>	<b>-14.3%</b>
5101-001-024 OFFICE/OPERATING SUPPLIES				
Office Supplies and Training Materials	2,200	4,000	1,800	81.8%
Reference Books/Materials	<u>300</u>	<u>300</u>	0	0.0%
	2,500	4,300	1,800	72.0%
5105-001-024 SAFETY EQUIPMENT				
Safety Supplies (Videos, Misc. Safety Equip)	5,250	5,300	50	1.0%
5109-001-024 PREVENTION SUPPLIES				
Ergonomic Site Evaluation Expenses	11,500	3,000	(8,500)	-73.9%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>001-024 RISK MANAGEMENT</b>				
5126-001-024 MAINTENANCE OF EQUIPMENT				
Cleaning, Calibration & Inspection of Equipment	4,500	8,000	3,500	77.8%
Service for Instrument Repair	<u>2,000</u>	<u>6,000</u>	4,000	200.0%
	6,500	14,000	7,500	115.4%
5131-001-024 PROFESSIONAL SERVICES/CONTRACTS				
General Consulting/Industrial Hygienists	14,000	21,000	7,000	50.0%
Risk and Safety Program Development	25,500	29,000	3,500	13.7%
Risk and Safety Training Programs	<u>22,000</u>	<u>26,000</u>	4,000	18.2%
	61,500	76,000	14,500	23.6%
5149-001-024 PREVENTION SERVICES				
Ergonomic Training & Site Evaluation	2,950	6,400	3,450	116.9%
5160-001-024 TRAINING AND MEETINGS				
Seminars, Conferences, Workshops	1,000	2,000	1,000	100.0%
5161-001-024 MILEAGE REIMBURSEMENT	200	200	0	0.0%
5162-001-024 DUES AND SUBSCRIPTIONS				
Cal-OSHA Reporter Subscription	500	500	0	0.0%
Pacific Safety Center Membership Dues	150	150	0	0.0%
PARMA Membership Dues	150	150	0	0.0%
Subscriptions, Services and Databases	<u>500</u>	<u>500</u>	0	0.0%
	1,300	1,300	0	0.0%
5166-001-024 OUTSIDE DUPLICATING	250	250	0	0.0%
5167-001-024 ADVERTISING AND PRINTING				
Safety Training & Programs	150	200	50	33.3%
5173-001-024 OTHER TELEPHONE				
Cellular Phone Expenses (3 phones @ \$50/month)	1,200	1,500	300	25.0%
Cell phone replacements as needed	<u>800</u>	<u>800</u>	0	0.0%
	2,000	2,300	300	15.0%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>001-024 RISK MANAGEMENT</b>				
5190-001-024 OTHER EXPENSE				
Contingency - Safety Incident Review and Supplies	4,000	4,000	0	0.0%
Safety Incentive & Awards Program	1,000	1,000	0	0.0%
Unscheduled Hazardous Materials Storage & Disposal	2,000	4,500	2,500	125.0%
	<u>7,000</u>	<u>9,500</u>	2,500	35.7%
<b>TOTAL, M &amp; O</b>	<b>102,100</b>	<b>124,750</b>	22,650	22.2%
5125-001-024 BUILDING MAINTENANCE	19,750	19,750	0	0.0%
5164-001-024 FLEET SERVICES	4,080	1,560	(2,520)	-61.8%
5165-001-024 DUPLICATING	380	160	(220)	-57.9%
5172-001-024 TELECOMMUNICATIONS	350	320	(30)	-8.6%
5175-001-024 MAIL & MOBILE SERVICES	470	460	(10)	-2.1%
5178-001-024 NETWORK & SYSTEMS ADMINISTRATION	8,470	6,800	(1,670)	-19.7%
5183-001-024 INSURANCE				
Property Insurance	1,200	2,610	1,410	117.5%
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>34,700</b>	<b>31,660</b>	(3,040)	-8.8%
<b>SUBTOTAL, RISK MANAGEMENT</b>	<b>697,910</b>	<b>637,070</b>	(60,840)	-8.7%
5901-001-024 ALLOCATED IN				
Human Resources	47,520	24,830	(22,690)	-47.7%

**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Line Item Detail**

	<u>2023/24 REVISED</u>	<u>2024/25 BUDGET</u>	<u>\$ Change</u>	<u>% Change</u>
<b>001-024 RISK MANAGEMENT</b>				
5902-001-024 ALLOCATED OUT				
Benefits Administration	(6,150)	(12,740)	(6,590)	107.2%
General Liability Insurance	(357,790)	(191,120)	166,670	-46.6%
Maintenance-Parks	(13,550)	(5,620)	7,930	-58.5%
Maintenance-Streets	(27,110)	(5,620)	21,490	-79.3%
Property Insurance	(92,240)	(25,420)	66,820	-72.4%
Wastewater	(47,430)	(48,970)	(1,540)	3.2%
Water	(47,430)	(48,970)	(1,540)	3.2%
Workers' Compensation Insurance	<u>(153,730)</u>	<u>(323,440)</u>	(169,710)	110.4%
	(745,430)	(661,900)	83,530	-11.2%
 <b>TOTAL, RISK MANAGEMENT</b>	 <b>\$0</b>	 <b>\$0</b>	 <b>\$0</b>	 <b>0.0%</b>

**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Department Summary**

**INFORMATION SYSTEMS - ADMINISTRATION**

Information Systems provides business technology solutions, services, and support to City staff, which in turn, enables and facilitates their service to the public.

Responsibilities include: software and applications; hardware such as servers, PCs, tablets, cell phones, and other smart devices; wired and wireless networking and communications; telephony equipment and services; duplicating and printing services; mail distribution and postage; and Internet and intranet websites.

Information Systems consists of seven divisions: Enterprise Software Administration; Network and System Administration; Geographic Information Systems (GIS); Duplicating; Telecommunications; Mail and Mobile Services; and Administration.

**DEPARTMENT PRIORITIES**

- ✓ Provide vision, direction, and planning citywide in all things technology in support of making the City safe, clean and efficient
- ✓ Ensure investments in technology continue to support Council directives, especially in areas of community engagement, digitizing government, cost savings and efficiencies for staff and the public
- ✓ Provide vision in the pursuit of improving Public Safety services through the use of technology
- ✓ Provide leadership, supervision and administrative support to all divisions within Information Systems
- ✓ Expand and enhance public interactive online services to provide information, extend accessibility of services, and promote the availability of resources

**SIGNIFICANT CHANGES FROM PRIOR BUDGET**

- None

**COUNCIL  
ESSENTIAL  
SERVICE  
ALIGNMENT**

**COUNCIL  
PRIORITY  
ALIGNMENT**

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>001-031 INFO SYSTEMS/ADMINISTRATION</b>				
5001-001-031 REGULAR FULL-TIME				
1 Chief Information Officer	\$197,300	\$197,300	\$0	0.0%
1 Administrative Coordinator	62,570	65,140	2,570	4.1%
1 Public Safety Systems Manager	107,630	107,630	0	0.0%
Bilingual Pay	<u>1,950</u>	<u>0</u>	(1,950)	100.0%
	369,450	370,070	620	0.2%
EMPLOYEE OVERHEAD:				
5025-001-031 OTHER EMPLOYEE OVERHEAD	9,280	9,260	(20)	-0.2%
5026-001-031 PERS-NORMAL COST	42,450	42,740	290	0.7%
5029-001-031 PERS-UNFUNDED LIABILITY	113,040	130,710	17,670	15.6%
5027-001-031 MEDICAL	38,080	50,270	12,190	32.0%
5028-001-031 WORKERS' COMPENSATION	4,670	3,850	(820)	-17.6%
5030-001-031 FLEXIBLE BENEFITS	18,600	18,700	100	0.5%
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>595,570</b>	<b>625,600</b>	30,030	5.0%
5101-001-031 OFFICE/OPERATING SUPPLIES				
ID Cards/Badge Printer Ribbons	200	200	0	0.0%
Office Supplies	<u>200</u>	<u>200</u>	0	0.0%
	400	400	0	0.0%
5126-001-031 MAINTENANCE OF EQUIPMENT				
Security System Maintenance	6,000	6,000	0	0.0%
5131-001-031 PROFESSIONAL SERVICES/CONTRACTS				
Technology Services	7,000	7,000	0	0.0%
5160-001-031 TRAINING AND MEETINGS				
Seminars, Conferences, Workshops	2,500	2,500	0	0.0%
5163-001-031 AUTO ALLOWANCE				
Chief Information Officer	5,400	5,400	0	0.0%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>001-031 INFO SYSTEMS/ADMINISTRATION</b>				
5173-001-031 OTHER TELEPHONE				
Cellular Telephone (3 phone lines/1 MDM Portal access)	1,840	1,840	0	0.0%
<b>TOTAL, M &amp; O</b>	<b>23,140</b>	<b>23,140</b>	<b>0</b>	<b>0.0%</b>
5125-001-031 BUILDING MAINTENANCE	104,600	104,600	0	0.0%
5165-001-031 DUPLICATING	910	170	(740)	-81.3%
5172-001-031 TELECOMMUNICATIONS	890	780	(110)	-12.4%
5178-001-031 NETWORK & SYSTEMS ADMINISTRATION	10,090	6,890	(3,200)	-31.7%
5183-001-031 INSURANCE				
General Liability Insurance	2,060	9,360	7,300	354.4%
Property Insurance	1,810	5,300	3,490	192.8%
	<u>3,870</u>	<u>14,660</u>	10,790	278.8%
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>120,360</b>	<b>127,100</b>	<b>6,740</b>	<b>5.6%</b>
<b>SUBTOTAL, INFO SYSTEMS/ADMINISTRATION</b>	<b>739,070</b>	<b>775,840</b>	<b>36,770</b>	<b>5.0%</b>
5902-001-031 ALLOCATED OUT				
Duplicating	(37,000)	(42,300)	(5,300)	14.3%
Mail & Mobile Services	(45,000)	(56,200)	(11,200)	24.9%
Network & Systems Admin	(55,600)	(65,500)	(9,900)	17.8%
Telecommunications	(52,000)	(42,500)	9,500	-18.3%
Wastewater	(55,190)	(59,570)	(4,380)	7.9%
Water	(55,970)	(59,570)	(3,600)	6.4%
	<u>(300,760)</u>	<u>(325,640)</u>	(24,880)	8.3%
<b>TOTAL, INFO SYSTEMS/ADMINISTRATION</b>	<b>\$438,310</b>	<b>\$450,200</b>	<b>\$11,890</b>	<b>2.7%</b>

**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Department Summary**

**INFORMATION SYSTEMS – ENTERPRISE SOFTWARE ADMINISTRATION**

The Enterprise Software Administration division of Information Systems is primarily responsible for securing, administering, and facilitating data retrieval from the City's databases, and the enterprise-wide software packages that use them.

Some of the services Enterprise Software provides are: software analysis and maintenance; database installation; database reporting and data analysis; application and database support, patching and upgrades; and providing technical recommendations for procurement of software and technical services.

**DEPARTMENT PRIORITIES**

- ✓ Maintain the level of service on all supported internal and external applications
- ✓ Continue to refine and improve business processes for efficiency and enhanced service to staff and the public
- ✓ Implement and deploy software and services as needed to fulfill the requirements of the Council Action Plan as it pertains to Enterprise Software Administration

**SIGNIFICANT CHANGES FROM PRIOR BUDGET**

- Eliminated the vacant Programmer Analyst II position

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**COUNCIL  
ESSENTIAL  
SERVICE  
ALIGNMENT**

**COUNCIL  
PRIORITY  
ALIGNMENT**

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>001-032 ENTERPRISE SOFTWARE ADMINISTRATION</b>				
5001-001-032 REGULAR FULL-TIME				
1 Asst Dir of Informations Systems ( <i>Previously Dep Dir of Information Systems</i> )	\$151,110	\$158,660	\$7,550	5.0%
3 Business Analysts	229,070	253,440	24,370	10.6%
4 Programmer Analyst I/II ( <i>eliminate position</i> )	74,370	0	(74,370)	-100.0%
3 Systems Analyst I/II's	293,140	308,740	15,600	5.3%
	<u>747,690</u>	<u>720,840</u>	(26,850)	-3.6%
5020-001-032 OVERTIME				
Miscellaneous Overtime	4,000	0	(4,000)	-100.0%
EMPLOYEE OVERHEAD:				
5025-001-032 OTHER EMPLOYEE OVERHEAD	22,860	21,560	(1,300)	-5.7%
5026-001-032 PERS-NORMAL COST	86,570	83,260	(3,310)	-3.8%
5029-001-032 PERS-UNFUNDED LIABILITY	252,280	271,200	18,920	7.5%
5027-001-032 MEDICAL	91,200	49,080	(42,120)	-46.2%
5028-001-032 WORKERS' COMPENSATION	9,580	7,500	(2,080)	-21.7%
5030-001-032 FLEXIBLE BENEFITS	39,510	37,260	(2,250)	-5.7%
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>1,253,690</b>	<b>1,190,700</b>	(62,990)	-5.0%
5101-001-032 OFFICE/OPERATING SUPPLIES				
Office Supplies	2,500	2,500	0	0.0%
5131-001-032 PROFESSIONAL SERVICES/CONTRACTS				
Software Support	72,500	72,500	0	0.0%
5160-001-032 TRAINING AND MEETINGS				
Seminars, Conferences, Workshops	15,000	15,000	0	0.0%
5162-001-032 DUES AND SUBSCRIPTIONS				
Trade Publications	210	0	(210)	-100.0%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24 REVISED</u>	<u>2024/25 BUDGET</u>	<u>\$\$ Change</u>	<u>% Change</u>
<b>001-032 ENTERPRISE SOFTWARE ADMINISTRATION</b>				
5193-001-032 SOFTWARE				
Project Management Software (Teamwork Projects)	10,000	17,000	7,000	100.0%
Rimini Street Peoplesoft Support (moved to 701)	0	0	0	100.0%
Rimini Street Database Support (moved to 701)	0	0	0	100.0%
Rimini Street Diagnostics Support (moved to 701)	0	0	0	100.0%
Software Annual Re-license	6,000	6,000	0	0.0%
	<u>16,000</u>	<u>23,000</u>	7,000	43.8%
<b>TOTAL, M &amp; O</b>	<b>106,210</b>	<b>113,000</b>	6,790	6.4%
5165-001-032 DUPLICATING	130	0	(130)	-100.0%
5172-001-032 TELECOMMUNICATIONS	920	860	(60)	-6.5%
5175-001-032 MAIL & MOBILE SERVICES	80	170	90	112.5%
5178-001-032 NETWORK & SYSTEMS ADMINISTRATION	18,060	18,690	630	3.5%
5183-001-032 INSURANCE				
General Liability Insurance	5,590	14,800	9,210	164.8%
Property Insurance	1,810	5,300	3,490	192.8%
	<u>7,400</u>	<u>20,100</u>	12,700	171.6%
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>26,590</b>	<b>39,820</b>	13,230	49.8%
<b>SUBTOTAL, ENTERPRISE SOFTWARE ADMINISTRATION</b>	<b>1,386,490</b>	<b>1,343,520</b>	(42,970)	-3.1%
5902-001-032 ALLOCATED OUT				
Wastewater	(217,490)	(214,460)	3,030	-1.4%
Water	(507,470)	(500,400)	7,070	-1.4%
	<u>(724,960)</u>	<u>(714,860)</u>	10,100	-1.4%
<b>TOTAL, ENTERPRISE SOFTWARE ADMINISTRATION</b>	<b>\$661,530</b>	<b>\$628,660</b>	(\$32,870)	-5.0%

CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Department Summary

**GEOGRAPHIC INFORMATION SYSTEMS (GIS)**

The GIS division of Information Systems manages the City’s spatial data and presents it in the most accessible, logical, and informative manner possible. It does this through creation of map products and map applications, but also through integrating with and underpinning other enterprise applications, including the asset management and permit/licensing software Cityworks. GIS’s responsibilities include: capturing, editing and managing spatial data that represents the City’s assets, facilities and activities; accessing and acquiring aerial imagery; analyzing spatial data; incorporating spatial data, imagery, and analysis into map products and applications; coordinating with external agencies to ensure the consistency of regional data; provisioning spatial data for the public; facilitation of the technical aspects of community involvement and interaction through the ArcGIS Hub platform.

**DEPARTMENT PRIORITIES**

- ✓ Support public safety applications; including crime analysis, the EOC and E-911 (including Next Generation 911), CAD map applications for dispatch, the Regional Public Safety map project, and the Map Book Atlas for emergency response
- ✓ Support the CityWorks Asset Management application for the Water, Wastewater, and Environmental Programs, along with other Public Works programs
- ✓ Support the CityWorks Permit, Land & Licensing application for the Building and Code Enforcement programs, along with other Community Development programs
- ✓ Support the ArcGIS Hub platform for the Community Advisory Groups effort
- ✓ Develop and support citywide map applications (including manager dashboards) through base map data development, web- based applications, and acquisition of current hi-resolution imagery and elevation data
- ✓ Provide data collection, spatial analysis, and map products for all City departments

**SIGNIFICANT CHANGES FROM PRIOR BUDGET**

- None

**COUNCIL  
ESSENTIAL  
SERVICE  
ALIGNMENT**

**COUNCIL  
PRIORITY  
ALIGNMENT**

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24 REVISED</u>	<u>2024/25 BUDGET</u>	<u>\$\$ Change</u>	<u>% Change</u>
<b>001-035 GEOGRAPHIC INFORMATION SYSTEMS</b>				
5001-001-035 REGULAR FULL-TIME				
1 Geographic Information Systems Manager	\$110,290	\$110,290	\$0	0.0%
4 GIS Analyst I/II's	<u>339,730</u>	<u>340,060</u>	330	0.1%
	450,020	450,350	330	0.1%
EMPLOYEE OVERHEAD:				
5025-001-035 OTHER EMPLOYEE OVERHEAD	14,700	13,680	(1,020)	-6.9%
5026-001-035 PERS-NORMAL COST	51,980	52,020	40	0.1%
5029-001-035 PERS-UNFUNDED LIABILITY	138,140	164,520	26,380	19.1%
5027-001-035 MEDICAL	51,160	39,430	(11,730)	-22.9%
5028-001-035 WORKERS' COMPENSATION	5,720	4,680	(1,040)	-18.2%
5030-001-035 FLEXIBLE BENEFITS	24,000	24,010	10	0.0%
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>735,720</b>	<b>748,690</b>	12,970	1.8%
5101-001-035 OFFICE/OPERATING SUPPLIES				
General Office Supplies	500	500	0	0.0%
Plotter Supplies	<u>1,500</u>	<u>1,500</u>	0	0.0%
	2,000	2,000	0	0.0%
5126-001-035 MAINTENANCE OF EQUIPMENT				
Plotter Service Contract	500	500	0	0.0%
5160-001-035 TRAINING AND MEETINGS				
Seminars, Conferences, Workshops	18,000	18,000	0	0.0%
5161-001-035 MILEAGE REIMBURSEMENT				
	300	300	0	0.0%
5162-001-035 DUES AND SUBSCRIPTIONS				
	600	600	0	0.0%
5193-001-035 SOFTWARE				
GIS Software Maintenance Agreement	110,000	110,000	0	0.0%
Imagery	<u>7,670</u>	<u>7,670</u>	0	0.0%
	117,670	117,670	0	0.0%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24 REVISED</u>	<u>2024/25 BUDGET</u>	<u>\$\$ Change</u>	<u>% Change</u>
<b>001-035    GEOGRAPHIC INFORMATION SYSTEMS</b>				
5194-001-035    MINOR OFFICE EQUIPMENT				
Desktop Replacement	2,000	2,000	0	0.0%
<b>TOTAL, M &amp; O</b>	<b>141,070</b>	<b>141,070</b>	0	0.0%
5165-001-035    DUPLICATING	130	150	20	15.4%
5172-001-035    TELECOMMUNICATIONS	580	540	(40)	-6.9%
5178-001-035    NETWORK & SYSTEMS ADMINISTRATION	18,160	16,930	(1,230)	-6.8%
5183-001-035    INSURANCE				
General Liability Insurance	1,630	9,030	7,400	454.0%
Property Insurance	1,810	5,300	3,490	192.8%
	<u>3,440</u>	<u>14,330</u>	10,890	316.6%
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>22,310</b>	<b>31,950</b>	9,640	43.2%
<b>SUBTOTAL, GEOGRAPHIC INFORMATION SYSTEMS</b>	<b>899,100</b>	<b>921,710</b>	22,610	2.5%
5902-001-035    ALLOCATED OUT				
Wastewater	(204,680)	(215,640)	(10,960)	5.4%
Water	(204,680)	(215,640)	(10,960)	5.4%
Capital Improvement Projects	(92,170)	(97,650)	(5,480)	5.9%
	<u>(501,530)</u>	<u>(528,930)</u>	(27,400)	5.5%
<b>TOTAL, GEOGRAPHIC INFORMATION SYSTEMS</b>	<b>\$397,570</b>	<b>\$392,780</b>	(\$4,790)	-1.2%

CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Department Summary

**DIGITAL MEDIA SERVICES**

Digital Media Services staff ensure that residents have access to high quality broadcasts of public meetings including City Council and Board and Commission meetings. As part of Communications, they communicate important information to the public regarding policies, events, services, and activities of City government.

**DEPARTMENT PRIORITIES**

- ✓ Ensure the recording, production, and delivery of high-quality live broadcasts and re-broadcasts of all City Council meetings and other special meetings as requested by the City Council or City Manager
- ✓ Produce the annual State of the City video
- ✓ Record and broadcast Board & Commission meetings
- ✓ Maintain video archives to meet California digital media laws and City policy
- ✓ Develop and produce storylines for “Escondido Focus”, the electronic Community Bulletin Board for the City’s local government access channel, Channel 19 for Cox subscribers and Channel 99 for AT&T U-Verse subscribers, featuring County-wide public service messages, announcements related to community events and services, and other noncommercial advertising
- ✓ Develop additional programming for the City’s local government access channel highlighting Escondido-related events, services, and activities
- ✓ Develop video content for staff training and recruitment, as well as promotional purposes related to City events and services

**SIGNIFICANT CHANGES FROM PRIOR BUDGET**

- None

**COUNCIL  
ESSENTIAL  
SERVICE  
ALIGNMENT**

**COUNCIL  
PRIORITY  
ALIGNMENT**

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>001-034 DIGITAL MEDIA SERVICES</b>				
5001-001-034 REGULAR FULL-TIME				
1 Digital Media Coordinator	\$62,570	\$73,000	\$10,430	16.7%
1 Digital Media Technician	53,590	55,640	2,050	3.8%
Bilingual Pay	1,300	1,300	0	0.0%
	<u>117,460</u>	<u>129,940</u>	12,480	10.6%
EMPLOYEE OVERHEAD:				
5025-001-034 OTHER EMPLOYEE OVERHEAD	4,130	5,170	1,040	25.2%
5026-001-034 PERS-NORMAL COST	13,560	14,860	1,300	9.6%
5029-001-034 PERS-UNFUNDED LIABILITY	36,470	41,310	4,840	13.3%
5027-001-034 MEDICAL	19,620	13,140	(6,480)	-33.0%
5028-001-034 WORKERS' COMPENSATION	1,480	1,340	(140)	-9.5%
5030-001-002 FLEXIBLE BENEFITS	7,050	7,550	500	7.1%
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>199,770</b>	<b>213,310</b>	13,540	6.8%
5101-001-034 OFFICE/OPERATING SUPPLIES				
Office Supplies	1,770	1,770	0	0.0%
Stock Audio and Imagery	120	120	0	0.0%
	<u>1,890</u>	<u>1,890</u>	0	0.0%
5131-001-034 PROFESSIONAL SERVICES/CONTRACTS				
Channel 19 Program Resources	600	600	0	0.0%
Fisher Integrated Streaming Service	20,000	20,000	0	0.0%
Triton Service Contract	5,000	5,750	750	15.0%
	<u>25,600</u>	<u>26,350</u>	750	2.9%
5173-001-034 OTHER TELEPHONE				
Cellular Service (2 phones @ \$50/month)	1,200	1,200	0	0.0%
Replacement cost	800	0	(800)	-100.0%
	<u>2,000</u>	<u>1,200</u>	(800)	-40.0%
5193-001-034 SOFTWARE				
Adobe Software	1,800	1,800	0	0.0%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>001-034 DIGITAL MEDIA SERVICES</b>				
<b>TOTAL, M &amp; O</b>	<b>31,290</b>	<b>31,240</b>	(50)	-0.2%
5172-001-034 TELECOMMUNICATIONS	230	220	(10)	-4.3%
5178-001-034 NETWORK & SYSTEMS ADMINISTRATION	5,310	4,130	(1,180)	-22.2%
5183-001-034 INSURANCE				
General Liability Insurance	800	3,680	2,880	360.0%
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>6,340</b>	<b>8,030</b>	1,690	26.7%
<b>SUBTOTAL, DIGITAL MEDIA SERVICES</b>	<b>237,400</b>	<b>252,580</b>	15,180	6.4%
5902-001-034 ALLOCATED OUT				
CDBG-Admin	(440)	0	440	-100.0%
Wastewater	(25,500)	(30,310)	(4,810)	18.9%
Water	(33,700)	(40,410)	(6,710)	19.9%
Capital Improvement Projects	(3,220)	(3,220)	0	0.0%
	(62,860)	(73,940)	(11,080)	17.6%
<b>TOTAL, DIGITAL MEDIA SERVICES</b>	<b>\$174,540</b>	<b>\$178,640</b>	\$4,100	2.3%

**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Department Summary**

**COMMUNICATIONS**

Communications staff contribute to the efficient and effective operations of the City by coordinating the creation and distribution of content to key internal and external constituents; producing and distributing public information; and facilitating coordination with departments, divisions, and outside agencies. Communications is the contact point for media relations, public relations, crisis communication, employee communication, social media, Graphics, community outreach, and a variety of other communication services.

**DEPARTMENT PRIORITIES**

- ✓ Promote a strong, positive City image that is vital to community pride and economic well-being through increased social media engagement and a recrafted narrative
- ✓ Facilitate citizen input and feedback concerning the programs and policies of the City government to aid in the decision-making processes of the City
- ✓ Keep citizens informed in real-time of emergency and preparedness information
- ✓ Under the guidance of the City's Communication Plan, oversee City-produced communications to ensure consistent and accurate information is shared with both internal and external audiences. This includes, but is not limited to, quality control of our public facing website and employee intranet, newsletters, printed materials, digital assets, and municipal signage
- ✓ Maintain and strengthen relations with our local and regional media partners to relay the City's core messages and encourage community dialogue

**SIGNIFICANT CHANGES FROM PRIOR BUDGET**

- Transferred the Deputy City Manager position from the Communications Department (110) to the City Manager's Office (002).
- The Web Design Technician position was eliminated. Website hosting services are being provided under a contract, funded with American Rescue Plan act dollars through FY2025/26.

**COUNCIL  
ESSENTIAL  
SERVICE  
ALIGNMENT**

**COUNCIL  
PRIORITY  
ALIGNMENT**

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>001-110 COMMUNICATIONS</b>				
5001-001-110 REGULAR FULL-TIME				
1 Dep. City Mgr./Dir. of Communications & Community Svcs. (moved to 002)	\$0	\$0	\$0	0.0%
1 Asst Dir of Communications (Previously Dep Dir of Communications)	104,510	140,990	36,480	34.9%
1 Communications Manager	95,000	99,750	4,750	5.0%
1 Graphics Technician	56,680	58,100	1,420	2.5%
1 Lead Graphics Technician (Previously Sr. Graphics Tech)	69,060	62,730	(6,330)	-9.2%
4 Web Design Technician II (position eliminated)	59,550	0	(59,550)	100.0%
Bilingual Pay	1,300	0	(1,300)	-100.0%
	<u>386,100</u>	<u>361,570</u>	(24,530)	-6.4%
EMPLOYEE OVERHEAD:				
5025-001-110 OTHER EMPLOYEE OVERHEAD	17,170	12,050	(5,120)	4.6%
5026-001-110 PERS-NORMAL COST	69,730	41,760	(27,970)	19.8%
5029-001-110 PERS-UNFUNDED LIABILITY	166,290	224,010	57,720	34.7%
5027-001-110 MEDICAL	42,490	19,050	(23,440)	-55.2%
5028-001-110 WORKERS' COMPENSATION	7,680	3,760	(3,920)	-13.3%
5030-001-110 FLEXIBLE BENEFITS	24,170	12,030	(12,140)	-50.2%
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>713,630</b>	<b>674,230</b>	(39,400)	-5.5%
5101-001-110 OFFICE/OPERATING SUPPLIES				
General Operating Supplies	500	500	0	0.0%
Graphic Supplies	7,000	7,000	0	0.0%
Marketing and Events	5,500	5,500	0	0.0%
	<u>13,000</u>	<u>13,000</u>	0	0.0%
5131-001-110 PROFESSIONAL SERVICES/CONTRACTS				
Photography	3,000	3,000	0	0.0%
5160-001-110 TRAINING AND MEETINGS				
CAPIO Conference	2,500	2,500	0	0.0%
Seminars, Conferences, Workshops	3,500	3,500	0	0.0%
	<u>6,000</u>	<u>6,000</u>	0	0.0%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>001-110 COMMUNICATIONS</b>				
5162-001-110 DUES AND SUBSCRIPTIONS				
Canva Subscription	180	180	0	0.0%
CAPIO Subscription	550	550	0	0.0%
Critical Mention	0	9,100	9,100	100.0%
Social Media Dashboard	960	1,500	540	56.3%
	<u>1,690</u>	<u>11,330</u>	9,640	570.4%
5167-001-110 ADVERTISING AND PRINTING				
Miscellaneous Advertising	3,200	3,200	0	0.0%
5173-001-110 OTHER TELEPHONE				
Cellular Phone Service (3 phones @ \$50/month)	1,800	1,200	(600)	-33.3%
Cell Phone replacement cost	600	300	(300)	100.0%
	<u>2,400</u>	<u>1,500</u>	(900)	-37.5%
5193-001-110 SOFTWARE				
Graphics Software Adobe License	2,100	2,100	0	0.0%
<b>TOTAL, M &amp; O</b>	<b>31,390</b>	<b>40,130</b>	8,740	27.8%
5125-001-110 BUILDING MAINTENANCE				
6,620	6,620	6,620	0	0.0%
5165-001-110 DUPLICATING				
260	260	360	100	38.5%
5172-001-110 TELECOMMUNICATIONS				
580	580	540	(40)	-6.9%
5175-001-110 MAIL & MOBILE SERVICES				
160	160	420	260	162.5%
5178-001-110 NETWORK & SYSTEMS ADMINISTRATION				
22,730	22,730	29,310	6,580	28.9%
5183-001-110 INSURANCE				
General Liability Insurance	2,310	12,670	10,360	448.5%
Property Insurance	540	1,180	640	118.5%
	<u>2,850</u>	<u>13,850</u>	11,000	386.0%
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>33,200</b>	<b>51,100</b>	17,900	53.9%

**CITY OF ESCONDIDO  
 FY 2024/25 Operating Budget  
 Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>001-110 COMMUNICATIONS</b>				
<b>SUBTOTAL, COMMUNICATIONS</b>	<b>778,220</b>	<b>765,460</b>	(12,760)	-1.6%
5902-001-110 ALLOCATED OUT				
Wastewater	(37,740)	(57,410)	(19,670)	52.1%
Water	(49,980)	(114,820)	(64,840)	129.7%
Capital Improvement Projects	<u>(42,060)</u>	<u>(42,060)</u>	0	0.0%
	(129,780)	(214,290)	(84,510)	65.1%
<b>TOTAL, COMMUNICATIONS</b>	<b>\$648,440</b>	<b>\$551,170</b>	(\$97,270)	-15.0%

**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Department Summary**

## RECREATION

The mission of the Community Services Department is "Promoting Escondido as the City of Choice by providing healthy, innovative, and educational opportunities to unify our community. Energize Escondido!" The Recreation Division supports these efforts by providing life-enriching recreational programs and activities for people of all ages, from toddlers to older adults.

Activities include aquatics; leisure classes in personal enrichment, music, dance, arts & crafts, swimming, preschool, tennis, and health & fitness; youth programming such as Tiny Tots Preschool, day camp, and after school programs; sports leagues including PAL basketball, youth soccer, and adult softball and hockey; special event permits and programming; picnic rentals; specialized facilities like the skate park; and oversight of the Citywide Volunteer Escondido program.

In collaboration with Public Works' Building Maintenance and Parks Maintenance staff, the Recreation Division is able to provide a variety of meeting and other recreational facilities that enhance the community's quality of life.

### **DEPARTMENT PRIORITIES**

- ✓ Promote a healthy City concept by encouraging community use of parks and facilities through the provision of a wide variety of programs and services
- ✓ Install the last two of five National Fitness Campaign Fitness Courts
- ✓ Explore and expand digital capabilities through multimedia marketing, online registration, and other self-service options
- ✓ Expand and enhance volunteer opportunities and philanthropic giving programs through the award-winning Volunteer Escondido HUB
- ✓ Identify and apply for grants focused on park and sports facility maintenance and replacement

### **SIGNIFICANT CHANGES FROM PRIOR BUDGET**

- Transferred the Volunteer Program staff position (Management Analyst) and related expenses to the City Manager's Office (002).
- Reclassified the Administrative Coordinator position to a Management Analyst and transferred the position to the City Manager's Office (002).
- Eliminated one Supervisor III position.
- Temporary Part-Time Staff costs were increased in FY2024/25 for the After School Program. Costs are reimbursed by the School District.

**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Department Summary**

**RECREATION**

**COUNCIL  
ESSENTIAL  
SERVICE  
ALIGNMENT**



**COUNCIL  
PRIORITY  
ALIGNMENT**

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>001-102 RECREATION</b>				
5001-001-102 REGULAR FULL-TIME				
1 Assistant Director of Community Services	\$109,740	\$118,100	\$8,360	7.6%
1 Administrative Coordinator	56,900	61,410	4,510	7.9%
1 Customer Service Representative II	44,450	49,010	4,560	10.3%
1 Community Services Manager ( <i>reclassification</i> )	0	97,100	97,100	100.0%
3 -4- Community Services Supervisors ( <i>Previously Supervisor II/IIIs</i> ) ( <i>1 position eliminated</i> )	301,500	322,180	20,680	6.9%
4-Deputy Director of Community Services ( <i>reclassification</i> )	104,510	0	(104,510)	-100.0%
1 Lead Maintenance Technician ( <i>Previously Sr. Maint Tech</i> )	67,070	70,730	3,660	5.5%
3 Recreation Coordinators	140,390	106,670	(33,720)	-24.0%
4-Supervisor I ( <i>reclassification</i> )	56,490	0	(56,490)	-100.0%
Bilingual Pay	5,200	5,200	0	0.0%
	<u>886,250</u>	<u>830,400</u>	(55,850)	-6.3%
5003-001-102 REGULAR PART-TIME				
2 Recreation Coordinators (1.5)	71,830	78,110	6,280	8.7%
Bilingual Pay	980	980	0	0.0%
	<u>72,810</u>	<u>79,090</u>	6,280	8.6%
5004-001-102 TEMPORARY PART-TIME				
Temporary Part-Time w/PARS	1,189,350	1,302,310	112,960	9.5%
Temporary Part-Time w/PERS	305,450	310,750	5,300	1.7%
Bilingual Pay	8,480	3,000	(5,480)	-64.6%
	<u>1,503,280</u>	<u>1,616,060</u>	112,780	7.5%
5020-001-102 OVERTIME				
Public Works Volunteer & Special Event Support	34,320	34,320	0	0.0%
EMPLOYEE OVERHEAD:				
5025-001-102 OTHER EMPLOYEE OVERHEAD	59,540	59,000	(540)	-0.9%
5026-001-102 PERS-NORMAL COST	150,720	143,280	(7,440)	-4.9%
5029-001-102 PERS-UNFUNDED LIABILITY	313,870	373,860	59,990	19.1%
5027-001-102 MEDICAL	143,680	150,190	6,510	4.5%
5028-001-102 WORKERS' COMPENSATION	49,590	35,660	(13,930)	-28.1%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>001-102 RECREATION</b>				
5030-001-102 FLEXIBLE BENEFITS	29,840	26,760	(3,080)	-10.3%
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>3,243,900</b>	<b>3,348,620</b>	104,720	3.2%
<b>5101-001-102 OFFICE/OPERATING SUPPLIES</b>				
Administration	12,550	15,000	2,450	19.5%
Before and After School Program	25,190	26,200	1,010	4.0%
Aquatics	14,750	13,900	(850)	-5.8%
Classes	1,600	1,600	0	0.0%
EVCC	5,170	2,500	(2,670)	-51.6%
Maintenance Construction Supplies & Tools	11,400	10,000	(1,400)	-12.3%
Sports	26,860	19,700	(7,160)	-26.7%
Special Events	500	0	(500)	-100.0%
Sports Center	45,700	44,100	(1,600)	-3.5%
Tiny Tots	1,000	0	(1,000)	-100.0%
	<u>144,720</u>	<u>133,000</u>	(11,720)	-8.1%
<b>5131-001-102 PROFESSIONAL SERVICES/CONTRACTS</b>				
Contract Class Instructors	135,000	135,000	0	0.0%
Day Camp Transportation	6,000	6,500	500	8.3%
Freelance Media Generation	2,300	2,300	0	0.0%
Insurance for Contractors	4,000	4,000	0	0.0%
Livescan Background Checks	3,430	0	(3,430)	-100.0%
Linen Service	1,300	1,300	0	0.0%
MUSCO Lighting Systems	2,900	3,050	150	5.2%
Skate Park Instructor Payments	5,780	5,780	0	0.0%
	<u>160,710</u>	<u>157,930</u>	(2,780)	-1.7%
<b>5160-001-102 TRAINING AND MEETINGS</b>				
Aquatics	4,600	5,100	500	10.9%
Trainings, Workshops, and Conferences	1,950	1,450	(500)	-25.6%
	<u>6,550</u>	<u>6,550</u>	0	0.0%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>001-102 RECREATION</b>				
5162-001-102 DUES AND SUBSCRIPTIONS				
Aquatics	50	50	0	0.0%
Zoom License	200	0	(200)	-100.0%
Licensing Fees - SESAC, BMI, ASCAP, MPLC	10,670	11,870	1,200	11.2%
Professional Associations Memberships - CPRS	550	100	(450)	-81.8%
	<u>11,470</u>	<u>12,020</u>	550	4.8%
5167-001-102 ADVERTISING AND PRINTING				
Signs/Banners for Volunteer Program	1,000	0	(1,000)	-100.0%
Rec Classes: Printed & Digital Marketing	5,000	2,500	(2,500)	-50.0%
	<u>6,000</u>	<u>2,500</u>	(3,500)	-58.3%
5170-001-102 UTILITIES				
East Valley Community Center	108,960	108,960	0	0.0%
Mathes Community Center	8,760	8,760	0	0.0%
Woodward Tiny Tot Facility	3,480	3,480	0	0.0%
Kit Carson Sports Park	102,960	102,960	0	0.0%
Oak Hill Activity Center	1,320	1,320	0	0.0%
	<u>225,480</u>	<u>225,480</u>	0	0.0%
5173-001-102 OTHER TELEPHONE				
Cellular Phone Use (20 Cell Phones @ \$50/Month)	12,000	11,400	(600)	-5.0%
Cellular Service Hotspot (6 devices)	0	2,740	2,740	100.0%
PCI DSS Compliant Services (3 Devices)	460	1,370	910	197.8%
	<u>12,460</u>	<u>15,510</u>	3,050	24.5%
5190-001-102 OTHER EXPENSE				
Day Camps	8,000	10,000	2,000	25.0%
Awards Nominations	780	580	(200)	-25.6%
	<u>8,780</u>	<u>10,580</u>	1,800	20.5%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>001-102 RECREATION</b>				
5193-001-102 SOFTWARE				
Adobe Creative Cloud	940	700	(240)	-25.5%
Adobe Pro Software	0	520	520	100.0%
Adobe Photoshop	0	240	240	100.0%
Employee Scheduling	1,500	1,950	450	30.0%
ISSUU Subscription (Digital Rec Guide Platform)	500	500	0	0.0%
Recreation Reservation Software	25,000	25,000	0	0.0%
Recreation Participant Messaging System	900	900	0	0.0%
	<u>28,840</u>	<u>29,810</u>	970	3.4%
<b>TOTAL, M &amp; O</b>	<b>605,010</b>	<b>593,380</b>	(11,630)	-1.9%
5125-001-102 BUILDING MAINTENANCE	483,600	483,600	0	0.0%
5164-001-102 FLEET SERVICES	24,470	20,070	(4,400)	-18.0%
5165-001-102 DUPLICATING	18,170	15,240	(2,930)	-16.1%
5172-001-102 TELECOMMUNICATIONS	20,570	25,140	4,570	22.2%
5175-001-101 MAIL & MOBILE SERVICES	2,130	2,270	140	6.6%
5178-001-102 NETWORK & SYSTEMS ADMINISTRATION	67,050	59,840	(7,210)	-10.8%
5183-001-102 INSURANCE				
General Liability Insurance	13,190	126,950	113,760	862.5%
Property Insurance	34,310	69,830	35,520	103.5%
	<u>47,500</u>	<u>196,780</u>	149,280	314.3%
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>663,490</b>	<b>802,940</b>	139,450	21.0%
<b>SUBTOTAL, RECREATION</b>	<b>4,512,400</b>	<b>4,744,940</b>	232,540	5.2%

**CITY OF ESCONDIDO  
 FY 2024/25 Operating Budget  
 Line Item Detail**

	<u>2023/24 REVISED</u>	<u>2024/25 BUDGET</u>	<u>\$ Change</u>	<u>% Change</u>
<b>001-102 RECREATION</b>				
5902-001-102 ALLOCATED OUT				
CDBG Capital Projects (POWER)	(5,000)	0	5,000	-100.0%
Capital Improvement Projects	(37,360)	0	37,360	-100.0%
Water	(9,530)	0	9,530	-100.0%
	<u>(51,890)</u>	<u>0</u>	51,890	-100.0%
<b>TOTAL, RECREATION</b>	<b>\$4,460,510</b>	<b>\$4,744,940</b>	\$284,430	6.4%

CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Department Summary

**OLDER ADULT SERVICES**

Older Adult Services strives to provide an environment rich in social, recreational, wellbeing, and lifelong learning programs that enhance quality of life and support ongoing independence. Located at the Park Avenue Community Center, Older Adult Services provides access to a variety of age-specific community resources, meal service (Senior Nutrition Program\*), and other leisure interests that foster social connections through vibrant and engaging activities.

\*Older Adult Services and Senior Nutrition are two distinct divisions within the Community Services Department with the overarching goal of providing services and programs to older adults.

**DEPARTMENT PRIORITIES**

- ✓ Provide a welcoming and safe environment where older adults can participate in life-long learning opportunities
- ✓ Offer programs that provide socialization opportunities for older adults that foster good nutrition, health, and wellbeing
- ✓ Coordinate and provide space for community resource-based organizations that support the mission of serving older adults
- ✓ Facilitate meeting space and facility reservations that align with department goals to create a community center atmosphere while generating revenue
- ✓ Develop activities that inspire intergenerational and community-based programming to widen participation among the older adult demographic

**SIGNIFICANT CHANGES FROM PRIOR BUDGET**

- None

**COUNCIL  
ESSENTIAL  
SERVICE  
ALIGNMENT**

**COUNCIL  
PRIORITY  
ALIGNMENT**

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>001-105 OLDER ADULT SERVICES</b>				
5001-001-105 REGULAR FULL-TIME				
1 Customer Service Rep I/II	\$48,880	\$52,060	\$3,180	6.5%
1 Community Services Supervisor ( <i>Previously Supervisor III</i> )	75,470	84,140	8,670	11.5%
Bilingual Pay	1,300	1,300	0	0.0%
	<u>125,650</u>	<u>137,500</u>	11,850	9.4%
5004-001-105 TEMPORARY PART-TIME				
Temporary Part-time (PARS)	63,450	66,500	3,050	4.8%
Temporary Part-time (PERS)	48,020	25,420	(22,600)	-47.1%
Bilingual Pay	1,550	300	(1,250)	-80.6%
	<u>113,020</u>	<u>92,220</u>	(20,800)	-18.4%
5020-001-105 OVERTIME				
	2,000	2,000	0	0.0%
EMPLOYEE OVERHEAD:				
5025-001-105 OTHER EMPLOYEE OVERHEAD				
	6,040	6,590	550	-0.7%
5026-001-105 PERS-NORMAL COST				
	17,010	17,580	570	7.9%
5029-001-105 PERS-UNFUNDED LIABILITY				
	38,090	45,100	7,010	18.4%
5027-001-105 MEDICAL				
	6,210	6,240	30	0.5%
5028-001-105 WORKERS' COMPENSATION				
	4,380	3,280	(1,100)	-44.7%
5030-001-105 FLEXIBLE BENEFITS				
	2,350	2,350	0	0.0%
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>314,750</b>	<b>312,860</b>	(1,890)	-0.6%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>001-105 OLDER ADULT SERVICES</b>				
5101-001-105 OFFICE/OPERATING SUPPLIES				
General Operating Supplies	5,500	4,200	(1,300)	-23.6%
Programming Supplies	6,000	6,600	600	0.0%
Maintenance Items and Supplies	2,400	2,000	(400)	0.0%
	<u>13,900</u>	<u>12,800</u>	(1,100)	-7.9%
5126-001-105 MAINTENANCE OF EQUIPMENT				
Kitchen Equipment Repair & Piano Maintenance	1,160	1,150	(10)	-0.9%
5131-001-105 PROFESSIONAL SERVICES/CONTRACTS				
Performers	2,630	2,600	(30)	-1.1%
5160-001-105 TRAINING AND MEETINGS				
Seminars, Conferences, Workshops	800	1,000	200	25.0%
5170-001-105 UTILITIES				
San Diego Gas & Electric	74,590	74,590	0	0.0%
5173-001-105 OTHER TELEPHONE				
Cell Phone Services (1 Phone @ \$50/Month)	600	1,060	460	100.0%
<b>TOTAL, M &amp; O</b>	<b>93,680</b>	<b>93,200</b>	(480)	-0.5%
5125-001-105 BUILDING MAINTENANCE	295,760	295,760	0	0.0%
5165-001-105 DUPLICATING	6,940	4,280	(2,660)	-38.3%
5172-001-105 TELECOMMUNICATIONS	6,790	2,350	(4,440)	-65.4%
5175-001-105 MAIL & MOBILE SERVICES	100	380	280	280.0%
5178-001-105 NETWORK & SYSTEMS ADMINISTRATION	14,940	19,220	4,280	28.6%

**CITY OF ESCONDIDO  
 FY 2024/25 Operating Budget  
 Line Item Detail**

	<u>2023/24 REVISED</u>	<u>2024/25 BUDGET</u>	<u>\$\$ Change</u>	<u>% Change</u>
<b>001-105 OLDER ADULT SERVICES</b>				
5183-001-105 INSURANCE				
General Liability Insurance	1,340	6,440	5,100	380.6%
Property Insurance	8,870	11,340	2,470	27.8%
	<u>10,210</u>	<u>17,780</u>	7,570	74.1%
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>334,740</b>	<b>339,770</b>	5,030	1.5%
<b>SUBTOTAL, OLDER ADULT SERVICES</b>	<b>743,170</b>	<b>745,830</b>	2,660	0.4%
5902-001-105 ALLOCATED OUT				
CDBG Capital Projects	(16,000)	(16,000)	0	0.0%
<b>TOTAL, OLDER ADULT SERVICES</b>	<b>\$727,170</b>	<b>\$729,830</b>	\$2,660	0.4%

CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Department Summary

**SENIOR NUTRITION CENTER**

The Senior Nutrition Program provides high-quality, cost-effective meals to older adults while promoting socialization in a congregate setting at the Park Avenue Community Center. Designed to address dietary inadequacy and social isolation among individuals aged 60 and older, it targets older adults with the greatest economic and social need. The program also provides transportation assistance to/from the community center for greater access to activities and services in an effort of achieving this goal.

Older Adult Services and Senior Nutrition are two distinct divisions within the Community Services Department with the overarching goal of providing services and programs to older adults.

**DEPARTMENT PRIORITIES**

- ✓ Provide a nutritious, well-balanced meal, Monday through Friday, to low- and moderate-income adults, 60 years and older
- ✓ Provide transportation to older adults (60+) to access the nutrition program and other senior services provided at the Park Avenue Community Center
- ✓ Develop partnerships that benefit the older adult community
- ✓ Promote and encourage both physical and mental wellbeing for the senior population

**SIGNIFICANT CHANGES FROM PRIOR BUDGET**

- None

**COUNCIL  
ESSENTIAL  
SERVICE  
ALIGNMENT**

**COUNCIL  
PRIORITY  
ALIGNMENT**

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>001-107 SENIOR NUTRITION CENTER</b>				
5001-001-107 REGULAR FULL-TIME				
1 Program Coordinator	\$69,060	\$70,790	\$1,730	2.5%
5004-001-107 TEMPORARY PART-TIME				
Temporary Part-time-PARS	16,210	17,140	930	5.7%
Temporary Part-time-PERS	49,910	52,160	2,250	4.5%
	<u>66,120</u>	<u>69,300</u>	3,180	4.8%
EMPLOYEE OVERHEAD:				
5025-001-107 OTHER EMPLOYEE OVERHEAD	2,850	3,270	420	14.7%
5026-001-107 PERS-NORMAL COST	10,530	14,000	3,470	33.0%
5029-001-107 PERS-UNFUNDED LIABILITY	21,150	24,560	3,410	16.1%
5027-001-107 MEDICAL	12,410	12,480	70	0.6%
5028-001-107 WORKERS' COMPENSATION	1,530	2,180	650	42.5%
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>183,650</b>	<b>196,580</b>	12,930	7.0%
5101-001-107 OFFICE/OPERATING SUPPLIES				
Nutrition Program Operations	10,500	10,000	(500)	-4.8%
Office Supplies and Equipment	3,800	4,000	200	100.0%
	<u>14,300</u>	<u>14,000</u>	(300)	-2.1%
5126-001-107 MAINTENANCE OF EQUIPMENT				
Appliances/Grease Trap	500	820	320	64.0%
Chemicals/Supplies for Dishwashing Machines	2,000	2,000	0	0.0%
Culligan Water Filtration	820	650	(170)	-20.7%
Refrigeration/Freezers	3,500	3,000	(500)	-14.3%
	<u>6,820</u>	<u>6,470</u>	(350)	-5.1%
5131-001-107 PROFESSIONAL SERVICES/CONTRACTS				
Linen Service	1,820	1,910	90	4.9%
Meal & Delivery Contract	165,550	274,280	108,730	65.7%
Transportation Contract	248,860	188,550	(60,310)	-24.2%
	<u>416,230</u>	<u>464,740</u>	48,510	11.7%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>001-107 SENIOR NUTRITION CENTER</b>				
5160-001-107 TRAINING AND MEETINGS				
Food Manager Certification	800	800	0	0.0%
Other Trainings	800	800	0	100.0%
	<u>1,600</u>	<u>1,600</u>	0	0.0%
5168-001-107 PERMITS				
San Diego County Health Permit	450	830	380	84.4%
5173-001-107 OTHER TELEPHONE				
Cell Phone Services (1 Phone @ \$50/Month)	600	1,200	600	100.0%
<b>TOTAL, M &amp; O</b>	<b>440,000</b>	<b>488,840</b>	48,840	11.1%
5172-001-107 TELECOMMUNICATIONS	1,210	1,030	(180)	-14.9%
5178-001-107 NETWORK & SYSTEMS ADMINISTRATION	3,310	3,960	650	19.6%
5183-001-107 INSURANCE				
General Liability Insurance	790	4,370	3,580	453.2%
Property Insurance	1,500	3,080	1,580	105.3%
	<u>2,290</u>	<u>7,450</u>	5,160	225.3%
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>6,810</b>	<b>12,440</b>	5,630	82.7%
<b>TOTAL, SENIOR NUTRITION CENTER</b>	<b>\$630,460</b>	<b>\$697,860</b>	\$67,400	10.7%

**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Department Summary**

## PLANNING

The Planning Division's mission is to help guide the planned physical development of the City in a manner that enhances the quality of life for residents, businesses, and other community members. We are committed to helping people build a strong community by guiding and facilitating high quality projects, maintaining and improving community character, preserving the environment, and providing for and maintaining a strong economic and employment base.

The Planning Division is responsible for developing long-range plans to improve the quality of life in the Escondido Planning Area as well as reviewing current development proposals for consistency with the General Plan, city ordinances and Council policies. In addition, the Planning Division coordinates special committees and task forces as established by the City Council, acts as facilitators for several community interest groups, and functions as staff to various boards and commissions, including the Historic Preservation Commission and Planning Commission.

Core responsibilities of the Planning Division include the following:

Customer Service - Provide front-line customer service for various land use and regulatory inquiries. We strive to provide the highest level of customer services at the Development Services Counter when providing planning and zoning information, reviewing building permits, and processing administrative permits.

Review all Development Projects - Process all applications for a decision within California Permit Streamlining Act and California Environmental Quality Act timeframes. We review development project proposals in a timely and efficient manner and ensure consistency of all development proposals with the City's General Plan, zoning, subdivision, and environmental ordinances.

Special Studies and Policy Review - Prepare special studies and work programs as directed by the City Council. Represent the City in regional planning matters at SANDAG and advise the City Council representative to the SANDAG board and committees. Ensure the efficient processing for City CIP projects, including environmental clearance.

Help Facilitate Informed Decision-Making. Provide strategic advice regarding land use and long-term planning in the City to other departments, the Planning Commission, and City Council.

### **DEPARTMENT PRIORITIES**

- ✓ Process land use entitlements
- ✓ Implement, maintain, and amend the General Plan and related documents and ordinances
- ✓ Process environmental clearance for private projects, City Capital Improvement Programs and other public projects
- ✓ Participate in special planning projects and studies, including staffing boards, commissions, and SANDAG
- ✓ Provide planning assistance to other Departments, for preparation of various Master Plans and Economic Development programs

**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Department Summary**

**PLANNING**

**SIGNIFICANT CHANGES FROM PRIOR BUDGET**

- This budget includes the addition of the Deputy City Manager/Director of Development Services Department position (reclassified from the Water Fund) and one Executive Coordinator position (reclassified from the City Manager’s Office).
- Eliminated a vacant Assistant Planner position

**COUNCIL  
ESSENTIAL  
SERVICE  
ALIGNMENT**



**COUNCIL  
PRIORITY  
ALIGNMENT**



**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>001-200 PLANNING</b>				
5001-001-200 REGULAR FULL-TIME				
1 Deputy City Manager/Interim Dev Svcs Director	\$0	\$217,660	217,660	100.0%
1 Director of Development Services	208,000	0	(208,000)	-100.0%
1 2 Assistant Planner I/II's (1 position eliminated)	134,750	73,560	(61,190)	-45.4%
3 Associate Planners	236,160	243,040	6,880	2.9%
1 City Planner	151,700	150,000	(1,700)	-1.1%
1 3 Sr Administrative Asst (Previously Department Assistants) (1 reclassified to Executive Coordinator, 1 transferred to Building)	127,910	45,670	(82,240)	-64.3%
1 Executive Coordinator	0	68,440	68,440	100.0%
1 Management Analyst	64,150	84,000	19,850	30.9%
2 4 Principal Planners (reclassification)	232,470	243,180	10,710	4.6%
1 2 Sr. Planner (reclassification)	89,530	89,530	0	0.0%
1 Development Technician # I	52,650	52,650	0	0.0%
Bilingual Pay	1,950	1,950	0	0.0%
	<u>1,299,270</u>	<u>1,269,680</u>	(29,590)	-2.3%
5004-001-200 TEMPORARY PART-TIME				
Department Specialist	20,910	20,910	0	0.0%
5020-001-200 OVERTIME	2,000	2,000	0	0.0%
EMPLOYEE OVERHEAD:				
5025-001-200 OTHER EMPLOYEE OVERHEAD	38,250	36,700	(1,550)	-4.1%
5026-001-200 PERS-NORMAL COST	149,840	146,420	(3,420)	-2.3%
5029-001-200 PERS-UNFUNDED LIABILITY	393,350	474,140	80,790	20.5%
5027-001-200 MEDICAL	177,430	161,550	(15,880)	-9.0%
5028-001-200 WORKERS' COMPENSATION	24,790	16,620	(8,170)	-33.0%
5030-001-200 FLEXIBLE BENEFITS	53,300	54,830	1,530	2.9%
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>2,159,140</b>	<b>2,182,850</b>	23,710	1.1%
5101-001-200 OFFICE/OPERATING SUPPLIES				
Boards and Commissions Supplies	780	780	0	0.0%
General Office Supplies	4,580	4,580	0	0.0%
Notice Sign Supplies (graphics)	2,100	2,100	0	0.0%
	<u>7,460</u>	<u>7,460</u>	0	0.0%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>001-200 PLANNING</b>				
5126-001-200 MAINTENANCE OF EQUIPMENT				
Computer/Monitor Repair & Maintenance	1,900	0	(1,900)	-100.0%
Other Small Equipment Maintenance	1,500	0	(1,500)	-100.0%
	<u>3,400</u>	<u>0</u>	<u>(3,400)</u>	<u>-100.0%</u>
5131-001-200 PROFESSIONAL SERVICES/CONTRACTS				
California Department of Fish & Game Filing Fee	5,590	5,590	0	0.0%
Contract Consultant Services (Cost Recovery Revenue)	250,000	250,000	0	0.0%
County Assessor Fees	1,500	1,500	0	0.0%
Granicus (Short Term Rental Consulting)	21,150	0	(21,150)	-100.0%
Planning Commissioner Stipend	16,800	16,800	0	0.0%
	<u>295,040</u>	<u>273,890</u>	<u>(21,150)</u>	<u>-7.2%</u>
5160-001-200 TRAINING AND MEETINGS				
Seminars, Conferences, Workshops-Planning Commissioners	3,000	3,000	0	0.0%
Seminars, Conferences, Workshops-Staff	5,500	5,500	0	0.0%
State Planning Conference	2,400	2,400	0	0.0%
	<u>10,900</u>	<u>10,900</u>	<u>0</u>	<u>0.0%</u>
5161-001-200 MILEAGE REIMBURSEMENT				
	600	600	0	0.0%
5162-001-200 DUES AND SUBSCRIPTIONS				
American Institute of Certified Planners	740	740	0	0.0%
American Planning Association Dues	1,840	1,840	0	0.0%
Trade Publications	420	420	0	0.0%
	<u>3,000</u>	<u>3,000</u>	<u>0</u>	<u>0.0%</u>
5163-001-200 AUTO ALLOWANCE				
Director of Development Services	5,100	0	(5,100)	-100.0%
Deputy City Manager/Interim Dev Svcs Director	0	5,400	5,400	100.0%
	<u>5,100</u>	<u>5,400</u>	<u>300</u>	<u>5.9%</u>
5167-001-200 ADVERTISING AND PRINTING				
General Plan Republishing	3,600	3,600	0	0.0%
Legal Advertising/Printing	10,000	10,000	0	0.0%
	<u>13,600</u>	<u>13,600</u>	<u>0</u>	<u>0.0%</u>

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24 REVISED</u>	<u>2024/25 BUDGET</u>	<u>\$\$ Change</u>	<u>% Change</u>
<b>001-200 PLANNING</b>				
5173-001-200 OTHER TELEPHONE				
Cellular Phone Service (2 phones @ \$50/month)	1,200	1,200	0	0.0%
Cell Phone Replacement Cost	650	650	0	0.0%
	<u>1,850</u>	<u>1,850</u>	0	0.0%
5193-001-200 SOFTWARE				
Constant Contact Subscription	540	540	0	0.0%
Planning Software Upgrades	3,000	3,000	0	0.0%
	<u>3,540</u>	<u>3,540</u>	0	0.0%
5194-001-200 MINOR OFFICE EQUIPMENT				
Workstation Improvements for Digital Review	2,000	2,000	0	0.0%
Digital Plan Review Table	0	3,400	3,400	100.0%
	<u>2,000</u>	<u>5,400</u>	3,400	170.0%
<b>TOTAL, M &amp; O</b>	<b>346,490</b>	<b>325,640</b>	(20,850)	-6.0%
5125-001-200 BUILDING MAINTENANCE	70,480	70,480	0	0.0%
5164-001-200 FLEET SERVICES	3,070	390	(2,680)	-87.3%
5165-001-200 DUPLICATING	13,780	26,420	12,640	91.7%
5172-001-200 TELECOMMUNICATIONS	3,140	2,780	(360)	-11.5%
5175-001-200 MAIL & MOBILE SERVICES	14,880	18,280	3,400	22.8%
5178-001-200 NETWORK & SYSTEMS ADMINISTRATION	40,080	44,550	4,470	11.2%
5183-001-200 INSURANCE				
General Liability Insurance	7,910	41,090	33,180	419.5%
Property Insurance	9,570	20,320	10,750	112.3%
	<u>17,480</u>	<u>61,410</u>	43,930	251.3%
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>162,910</b>	<b>224,310</b>	61,400	37.7%
<b>SUBTOTAL, PLANNING</b>	<b>2,668,540</b>	<b>2,732,800</b>	64,260	2.4%

**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Line Item Detail**

	<u>2023/24 REVISED</u>	<u>2024/25 BUDGET</u>	<u>\$\$ Change</u>	<u>% Change</u>
<b>001-200 PLANNING</b>				
5902-001-200 ALLOCATED OUT				
Wastewater	(122,970)	(27,340)	95,630	-77.8%
Water	(122,970)	(27,340)	95,630	-77.8%
Capital Improvement Projects-Public Works	<u>(30,740)</u>	<u>(44,790)</u>	(14,050)	45.7%
	(276,680)	(99,470)	177,210	-64.0%
<b>TOTAL, PLANNING</b>	<b>\$2,391,860</b>	<b>\$2,633,330</b>	\$241,470	10.1%

**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Department Summary**

## CODE COMPLIANCE

The Code Compliance Division performs a variety of technical duties in support of the City's code compliance program. In addition to resolving health and safety issues, the City Council has prioritized enforcement of regulations intended to enhance the image and appearance of the City. Code Compliance Officers achieve this by monitoring and enforcing a variety of applicable ordinances, codes, and regulations related to land use matters, building, housing, property maintenance, inspection of mobile home parks, abandoned vehicle abatement and other matters of public concern as well as investigate violations.

Procedurally, most code compliance cases start with a citizen request to investigate although some are initiated on a proactive basis. The division initiates procedures to abate those violations and obtain compliance by issuing notices of violations, citations, and other correspondence specifying necessary corrective actions and compliance dates.

Code Compliance provides information on City regulations to property owners, residents, businesses, the general public, and other City department and divisions.

### **DEPARTMENT PRIORITIES**

- ✓ Respond swiftly to address serious private property violations and assign a priority to each investigation. Cases that pose imminent health and safety hazards or constitute significant code violations are given the highest priority, since they have the highest potential result in significant harm to the community.
- ✓ To protect Escondido residents. Code Compliance Staff enforces the California Housing Law and The Escondido Municipal Code to ensure that existing buildings used for human occupancy and the surrounding property are maintained in a safe and healthy manner.
- ✓ To protect the life, health, safety, and property of our community members through compliance with the Escondido Municipal Code; to establish a consistent aesthetic standard throughout the community, maintenance and regulation of property, prevent blight, protect property values and enhance economic conditions
- ✓ Responsible for the implementation of SB205. A person who conducts a business operation that is a regulated industry to demonstrate enrollment with NPDES permit program by providing specified information, under penalty of perjury, on the application, including among other things the Standard Industrial Classification Code for the business.
- ✓ Responsible for the enforcement of Title 25, California Code of Regulations, Ch. 2 Mobile Home Parks and Installations, for all mobile home parks located within the City of Escondido.
- ✓ The complete implementation of City Works for Code Compliance. Access to CLETS, Arjjs Web, and TLO for complete investigative research.

### **SIGNIFICANT CHANGES FROM PRIOR BUDGET**

- None

**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Department Summary**

**CODE COMPLIANCE**

**COUNCIL  
ESSENTIAL  
SERVICE  
ALIGNMENT**



**COUNCIL  
PRIORITY  
ALIGNMENT**



**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24 REVISED</u>	<u>2024/25 BUDGET</u>	<u>\$\$ Change</u>	<u>% Change</u>
<b>001-250 CODE COMPLIANCE</b>				
5001-001-250 REGULAR FULL-TIME				
1 Code Compliance Manager	\$109,740	\$109,740	0	0.0%
1 Sr Administrative Assistant ( <i>Previously Code Compliance Assistant I/II</i> )	36,590	45,510	8,920	24.4%
5 Code Compliance Officers I/II	333,110	333,490	380	0.1%
1 Code Compliance Supervisor	79,510	100,470	20,960	26.4%
Bilingual Pay	3,250	2,600	(650)	-20.0%
	<u>562,200</u>	<u>591,810</u>	29,610	5.3%
5020-001-250 OVERTIME	2,000	0	(2,000)	-100.0%
EMPLOYEE OVERHEAD:				
5025-001-250 OTHER EMPLOYEE OVERHEAD	20,460	19,110	(1,350)	-6.6%
5026-001-250 PERS-NORMAL COST	64,700	68,050	3,350	5.2%
5029-001-250 PERS-UNFUNDED LIABILITY	171,200	201,420	30,220	17.7%
5027-001-250 MEDICAL	107,180	101,470	(5,710)	-5.3%
5028-001-250 WORKERS' COMPENSATION	18,470	12,460	(6,010)	-32.5%
5030-001-250 FLEXIBLE BENEFITS	8,020	8,440	420	5.2%
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>954,230</b>	<b>1,002,760</b>	48,530	5.1%
5101-001-250 OFFICE/OPERATING SUPPLIES				
Office Supplies	7,000	7,000	0	0.0%
5126-001-250 MAINTENANCE OF EQUIPMENT				
Computer/Monitor Repair Maintenance	3,620	0	(3,620)	-100.0%
5131-001-250 PROFESSIONAL SERVICES/CONTRACTS				
Abatement: Substandard Buildings	1,800	1,800	0	0.0%
Attire Contract	1,200	1,200	0	0.0%
TransUnion Contract	1,800	1,800	0	0.0%
	<u>4,800</u>	<u>4,800</u>	0	0.0%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24 REVISED</u>	<u>2024/25 BUDGET</u>	<u>\$\$ Change</u>	<u>% Change</u>
<b>001-250 CODE COMPLIANCE</b>				
5160-001-250 TRAINING AND MEETINGS				
Seminars, Conferences, Workshops	7,820	7,820	0	0.0%
Other Training	<u>0</u>	<u>3,620</u>	3,620	100.0%
	7,820	11,440	3,620	46.3%
5162-001-250 DUES AND SUBSCRIPTIONS				
CACEO Annual Dues	1,350	1,350	0	0.0%
5167-001-250 ADVERTISING AND PRINTING				
Forms/Applications	1,000	1,000	0	0.0%
5173-001-250 OTHER TELEPHONE				
Cellular Phone Service (12 phones @ \$50/month)	7,200	7,200	0	0.0%
Wireless Service (4 Ipads TraKit)	2,400	2,400	0	0.0%
Cell Phone Replacements	<u>1,400</u>	<u>1,400</u>	0	0.0%
	11,000	11,000	0	0.0%
5194-001-250 MINOR OFFICE EQUIPMENT				
Field Device Replacements	15,000	15,000	0	0.0%
<b>TOTAL, M &amp; O</b>	<b>51,590</b>	<b>51,590</b>	0	0.0%
5125-001-250 BUILDING MAINTENANCE	47,590	47,590	0	0.0%
5164-001-250 FLEET SERVICES	56,180	14,570	(41,610)	-74.1%
5165-001-250 DUPLICATING	780	890	110	14.1%
5172-001-250 TELECOMMUNICATIONS	2,440	2,130	(310)	-12.7%
5175-001-250 MAIL & MOBILE SERVICES	4,640	6,250	1,610	34.7%
5178-001-250 NETWORK & SYSTEMS ADMINISTRATION	44,990	48,240	3,250	7.2%
5183-001-250 INSURANCE				
General Liability Insurance	10,950	49,220	38,270	349.5%
Property Insurance	<u>3,450</u>	<u>7,560</u>	4,110	119.1%
	14,400	56,780	42,380	294.3%

**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Line Item Detail**

	<b>2023/24 REVISED</b>	<b>2024/25 BUDGET</b>	<b>\$\$ Change</b>	<b>% Change</b>
<b>001-250 CODE COMPLIANCE</b>				
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>171,020</b>	<b>176,450</b>	5,430	3.2%
<b>SUBTOTAL, CODE COMPLIANCE</b>	<b>1,176,840</b>	<b>1,230,800</b>	53,960	4.6%
<b>5902-001-250 ALLOCATED OUT</b>				
Wastewater	(82,820)	(44,990)	37,830	-45.7%
Water	(82,820)	(44,990)	37,830	-45.7%
	(165,640)	(89,980)	75,660	-45.7%
<b>TOTAL, CODE COMPLIANCE</b>	<b>\$1,011,200</b>	<b>\$1,140,820</b>	\$129,620	12.8%

CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Department Summary

**BUILDING**

The Building Division protects life and property through the application and administration of building codes and standards that regulate the construction, use and maintenance of all buildings and structures within the City. The Building Division provides the following services to achieve its goals and provide the necessary services:

- Review plans, calculations and specifications to verify compliance with State and locally adopted codes and ordinances
- Issue building permits to the public
- Inspect new and remodeled buildings to ensure compliance with minimum health and safety standards
- Develop and update various guidelines and policies for use by the general public to aid in the application, plan review, permit issuance and inspection process
- Update, maintain and administer a fee guide for all development projects
- Update and administer the departments permit tracking software and retain necessary plans and permit records

**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

**SIGNIFICANT CHANGES FROM PRIOR BUDGET**

- None

**COUNCIL  
ESSENTIAL  
SERVICE  
ALIGNMENT**



**COUNCIL  
PRIORITY  
ALIGNMENT**



**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24 REVISED</u>	<u>2024/25 BUDGET</u>	<u>\$ Change</u>	<u>% Change</u>
<b>001-300 BUILDING</b>				
5001-001-300 REGULAR FULL-TIME				
1 Building Official	\$155,540	\$171,100	15,560	10.0%
1 Asst Building Official ( <i>Previously Deputy Building Official</i> )	90,280	98,000	7,720	8.6%
1 Building Inspection Supervisor ( <i>Prevoiusly Sr. Building Inspector</i> )	100,020	107,650	7,630	7.6%
3 Building Inspector I/IIIs	270,540	272,050	1,510	0.6%
2 Building Permit Techs II/III ( <i>Previously Development Technician IIs</i> )	120,680	134,270	13,590	11.3%
1 Plans Examiner I ( <i>Previously Sr Development Technician</i> )	68,160	81,210	13,050	19.1%
1Sr Administrative Asst ( <i>Previously Department Assistants</i> ) ( <i>1 transferred from Planning</i> )	0	48,430	48,430	100.0%
Bilingual Pay	1,950	1,950	0	0.0%
Certification Pay	7,500	7,500	0	0.0%
	<u>814,670</u>	<u>922,160</u>	107,490	13.2%
5004-001-250 TEMPORARY PART-TIME	40,030	0	(40,030)	-100.0%
5020-001-300 OVERTIME	2,500	1,600	(900)	-36.0%
EMPLOYEE OVERHEAD:				
5025-001-300 OTHER EMPLOYEE OVERHEAD	25,630	26,550	920	3.6%
5026-001-300 PERS-NORMAL COST	94,000	105,420	11,420	12.1%
5029-001-300 PERS-UNFUNDED LIABILITY	246,250	292,690	46,440	18.9%
5027-001-300 MEDICAL	80,070	106,140	26,070	32.6%
5028-001-300 WORKERS' COMPENSATION	20,210	14,500	(5,710)	-28.3%
5030-001-300 FLEXIBLE BENEFITS	15,070	19,190	4,120	27.3%
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>1,338,430</b>	<b>1,488,250</b>	149,820	11.2%
5101-001-300 OFFICE/OPERATING SUPPLIES				
Building Code Books and Reference Materials	3,000	3,000	0	0.0%
Disaster Damage Assessment Supplies	500	500	0	0.0%
General Office Supplies	5,200	5,200	0	0.0%
International Building Safety Week	300	300	0	0.0%
	<u>9,000</u>	<u>9,000</u>	0	0.0%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>001-300 BUILDING</b>				
5126-001-300 MAINTENANCE OF EQUIPMENT				
Computer/Monitor Repair Maintenance	2,500	2,500	0	0.0%
Laser Printer & Color Printer Maintenance	800	800	0	0.0%
	<u>3,300</u>	<u>3,300</u>	0	0.0%
5131-001-300 PROFESSIONAL SERVICES/CONTRACTS				
Esgil/Plan Check, General	585,000	585,000	0	0.0%
5160-001-300 TRAINING AND MEETINGS				
CasP Training & Testing	5,000	500	(4,500)	-90.0%
Other Training	4,950	7,200	2,250	45.5%
Seminars, Conferences, Workshops	2,700	4,950	2,250	83.3%
	<u>12,650</u>	<u>12,650</u>	0	0.0%
5162-001-300 DUES AND SUBSCRIPTIONS				
ICC Annual Memberships (includes Local Chapter)	540	540	0	0.0%
CALBO Annual Membership	370	370	0	0.0%
NFPA membership	180	180	0	0.0%
IAPMO membership	290	290	0	0.0%
Upcodes	400	400	0	0.0%
Trade Publications	170	170	0	0.0%
	<u>1,950</u>	<u>1,950</u>	0	0.0%
5167-001-300 ADVERTISING AND PRINTING				
Correction Notices, Stop Work, Etc.	1,500	1,500	0	0.0%
5173-001-300 OTHER TELEPHONE				
Cellular Phone Service (6 Phones @ \$50/month)	3,600	3,600	0	0.0%
Ipad Service (4 ipads @ \$20/month)	950	950	0	0.0%
	<u>4,550</u>	<u>4,550</u>	0	0.0%
5194-001-300 MINOR OFFICE EQUIPMENT				
Workstation Improvements	1,800	1,800	0	0.0%
iPads/Docking Stations	2,000	2,000	0	0.0%
	<u>3,800</u>	<u>3,800</u>	0	0.0%
<b>TOTAL, M &amp; O</b>	<b>621,750</b>	<b>621,750</b>	0	0.0%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24 REVISED</u>	<u>2024/25 BUDGET</u>	<u>\$ Change</u>	<u>% Change</u>
<b>001-300 BUILDING</b>				
5125-001-300 BUILDING MAINTENANCE	55,220	55,220	0	0.0%
5164-001-300 FLEET SERVICES	33,250	17,250	(16,000)	-48.1%
5165-001-300 DUPLICATING	3,320	4,530	1,210	36.4%
5172-001-300 TELECOMMUNICATIONS	3,220	2,810	(410)	-12.7%
5175-001-300 MAIL & MOBILE SERVICES	3,960	5,960	2,000	50.5%
5178-001-300 NETWORK & SYSTEMS ADMINISTRATION	27,650	32,970	5,320	19.2%
5183-001-300 INSURANCE				
General Liability Insurance	7,670	37,150	29,480	384.4%
Property Insurance	4,060	8,920	4,860	119.7%
	<u>11,730</u>	<u>46,070</u>	34,340	292.8%
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>138,350</b>	<b>164,810</b>	26,460	19.1%
<b>SUBTOTAL, BUILDING</b>	<b>2,098,530</b>	<b>2,274,810</b>	176,280	8.4%
5902-001-300 ALLOCATED OUT				
Wastewater	(204,990)	(134,560)	70,430	-34.4%
Water	(204,990)	(134,560)	70,430	-34.4%
	<u>(409,980)</u>	<u>(269,120)</u>	140,860	-34.4%
<b>TOTAL, BUILDING</b>	<b>\$1,688,550</b>	<b>\$2,005,690</b>	\$317,140	18.8%

CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Department Summary

**ENGINEERING**

Engineering Services designs and manages construction of infrastructure improvement projects, including projects to support safe and connected transportation for all modes of travel and enhancement of public spaces; facilitates quality development through plan review and construction inspection services for private development projects; and improves neighborhoods through major street resurfacing, sidewalk and tree canopy enhancement, and well-maintained landscape maintenance districts.

**DEPARTMENT PRIORITIES**

- ✓ Continue proactive maintenance of City infrastructure by resurfacing 58-lane-miles of City streets, rehabilitating 1/3-mile of the highest priority storm drains and replacing 1-mile of sidewalks
- ✓ Improve safety and connectivity by enhancing seven street crossings of the Escondido Creek Trail, filling in gaps in sidewalk around Juniper Elementary with the Juniper Safe Routes to School Project, and completing a Comprehensive Active Transportation Plan
- ✓ Enhance the economic vitality of the City by constructing the second phase of the Grand Avenue Vision Plan and completing construction of the Citracado Parkway Extension project that will connect the Palomar Hospital and Escondido Research and Technology Center with homes and businesses south of the Escondido Creek
- ✓ Improve efficiency and safety of travel for City residents and visitors by upgrading the traffic signal communication and control system, completing the highest priority project identified in the Local Roadway Safety Plan, and implementing three priority school safety projects selected by the Transportation and Community Safety Commission

**SIGNIFICANT CHANGES FROM PRIOR BUDGET**

- Eliminated a vacant Engineer I/II position
- Addition of a Part-time Summer Intern to assist with Capital Improvements which is 100% allocated to Capital Projects

**COUNCIL  
ESSENTIAL  
SERVICE  
ALIGNMENT**



**COUNCIL  
PRIORITY  
ALIGNMENT**



**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>001-402 ENGINEERING</b>				
5001-001-402 REGULAR FULL-TIME				
1 City Engineer	\$197,100	\$197,100	\$0	0.0%
1 Assistant City Engineer	155,550	163,330	7,780	5.0%
1 Administrative Coordinator	62,570	65,140	2,570	4.1%
4 5 Associate Engineers ( <i>reclassification</i> )	538,290	438,570	(99,720)	-18.5%
1 City Traffic Engineer	133,250	133,250	0	0.0%
1 Design & Construction Projects Manager	90,300	97,100	6,800	7.5%
1 3 Engineer I/II ( <i>reclassification &amp; 1 position eliminated</i> )	242,700	74,570	(168,130)	-69.3%
1 Engineer Tech I/II	70,790	77,280	6,490	9.2%
2 Engineering Managers ( <i>from Principal Engineers</i> )	0	293,440	293,440	100.0%
2 Engineering Permit Techs I/II ( <i>Previously Development Technician I/II</i> )	104,600	120,210	15,610	14.9%
4 Field Engineering Inspector I/II	314,960	332,560	17,600	5.6%
1 Field Engineering Supervisor	92,560	96,510	3,950	4.3%
1 Management Analyst II	90,940	81,000	(9,940)	-10.9%
4 Project Managers	0	460,320	460,320	100.0%
1 3 Principal Engineer ( <i>reclassifications</i> )	407,500	128,930	(278,570)	-68.4%
1 Sr Administrative Assistant ( <i>Previously Department Assistant</i> )	45,390	41,170	(4,220)	-9.3%
Bilingual Pay	7,150	7,150	0	0.0%
	<u>2,553,650</u>	<u>2,807,630</u>	253,980	9.9%
5004-001-402 TEMPORARY PART-TIME				
2 Department Specialists	45,950	45,950	0	0.0%
1 Intern	0	10,000	10,000	100.0%
	<u>45,950</u>	<u>55,950</u>	10,000	100.0%
5020-001-402 OVERTIME	50,000	50,000	0	0.0%
EMPLOYEE OVERHEAD:				
5025-001-402 OTHER EMPLOYEE OVERHEAD	76,490	80,410	3,920	5.1%
5026-001-402 PERS-NORMAL COST	294,880	323,450	28,570	9.7%
5029-001-402 PERS-UNFUNDED LIABILITY	737,560	926,970	189,410	25.7%
5027-001-402 MEDICAL	326,110	249,590	(76,520)	-23.5%
5028-001-402 WORKERS' COMPENSATION	87,490	57,270	(30,220)	-34.5%
5030-001-402 FLEXIBLE BENEFITS	74,180	95,190	21,010	28.3%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>001-402 ENGINEERING</b>				
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>4,246,310</b>	<b>4,646,460</b>	400,150	9.4%
<b>5101-001-402 OFFICE/OPERATING SUPPLIES</b>				
Bond Paper/Mylar Rolls (Design)	1,000	1,000	0	0.0%
Field Engineering Uniforms	2,500	2,500	0	0.0%
General Office Supplies	4,200	4,200	0	0.0%
Imaging Fees (Office)	1,500	1,500	0	0.0%
LMD Supplies	500	500	0	0.0%
Mylars and Mylar Storage	500	500	0	0.0%
Personal Computer Supplies	3,000	3,000	0	0.0%
Plotter Supplies (Paper/Pens)	1,500	1,500	0	0.0%
Printer Paper	1,250	1,250	0	0.0%
Printer Toner	1,000	1,000	0	0.0%
Safety Items	500	500	0	0.0%
Small Tools/Field Office	1,000	1,000	0	0.0%
Transportation & Community Safety Commission	500	500	0	0.0%
	<u>18,950</u>	<u>18,950</u>	0	0.0%
<b>5126-001-402 MAINTENANCE OF EQUIPMENT</b>				
Office Equipment	2,500	2,500	0	0.0%
PC Repairs	800	800	0	0.0%
Printer/Plotter Service Contract	1,420	1,420	0	0.0%
Survey Equipment Maintenance	850	850	0	0.0%
	<u>5,570</u>	<u>5,570</u>	0	0.0%
<b>5131-001-402 PROFESSIONAL SERVICES/CONTRACTS</b>				
Engineering Services	73,500	73,500	0	0.0%
Laboratory Soil Testing	3,000	3,000	0	0.0%
RAMS Annual Maintenance to SANDAG	11,000	11,000	0	0.0%
SANDAG Traffic Model	1,500	1,500	0	0.0%
Consultant Services for Land Development Projects	250,000	250,000	0	0.0%
Traffic Counts	3,000	3,000	0	0.0%
Survey Services	23,780	23,780	0	0.0%
	<u>365,780</u>	<u>365,780</u>	0	0.0%
<b>5160-001-402 TRAINING AND MEETINGS</b>				
Seminars, Conferences, Workshops	4,560	4,560	0	0.0%
<b>5161-001-402 MILEAGE REIMBURSEMENT</b>	<b>1,000</b>	<b>1,000</b>	0	0.0%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>001-402 ENGINEERING</b>				
5162-001-402 DUES AND SUBSCRIPTIONS				
American Public Works Association (10 @ \$250)	2,500	2,500	0	0.0%
APA Dues	800	800	0	0.0%
	<u>3,300</u>	<u>3,300</u>	0	0.0%
5166-001-402 OTHER DUPLICATING				
Outside Copying	500	500	0	0.0%
Grant Application Copying	1,000	1,000	0	0.0%
	<u>1,500</u>	<u>1,500</u>	0	0.0%
5173-001-402 OTHER TELEPHONE				
Mobile Telephone (19 Phones @ \$50/month)	11,400	11,400	0	0.0%
Aircards for field ipads/computers (2 @ \$20/month)	480	480	0	0.0%
Cell phone Replacements	9,670	9,670	0	0.0%
	<u>21,550</u>	<u>21,550</u>	0	0.0%
5190-001-402 OTHER EXPENSES				
Professional Registration Fees	1,620	1,620	0	0.0%
Advertising and CC Recording Fees	200	200	0	0.0%
	<u>1,820</u>	<u>1,820</u>	0	0.0%
5193-001-402 SOFTWARE				
5 Adobe Acrobat Licenses	2,500	2,500	0	0.0%
Traffic Parts for DLT Solutions & Departmental Software	2,100	2,100	0	0.0%
	<u>4,600</u>	<u>4,600</u>	0	0.0%
5194-001-402 MINOR OFFICE EQUIPMENT				
Ergonomic Studies/Supplies	1,500	1,500	0	0.0%
Laptop Replacement	4,000	4,000	0	0.0%
	<u>5,500</u>	<u>5,500</u>	0	0.0%
<b>TOTAL, M &amp; O</b>	<b>434,130</b>	<b>434,130</b>	0	0.0%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24 REVISED</u>	<u>2024/25 BUDGET</u>	<u>\$\$ Change</u>	<u>% Change</u>
<b>001-402 ENGINEERING</b>				
5125-001-402 BUILDING MAINTENANCE	226,010	226,010	0	0.0%
5164-001-402 FLEET SERVICES	65,320	26,660	(38,660)	-59.2%
5165-001-402 DUPLICATING	7,380	14,100	6,720	91.1%
5172-001-402 TELECOMMUNICATIONS	89,670	74,820	(14,850)	-16.6%
5175-001-402 MAIL & MOBILE SERVICES	2,380	2,370	(10)	-0.4%
5178-001-402 NETWORK & SYSTEMS ADMINISTRATION	82,480	108,920	26,440	32.1%
5183-001-402 INSURANCE				
General Liability Insurance	25,980	127,140	101,160	389.4%
Property Insurance	17,480	38,390	20,910	119.6%
	<u>43,460</u>	<u>165,530</u>	122,070	280.9%
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>516,700</b>	<b>618,410</b>	101,710	19.7%
<b>SUBTOTAL, ENGINEERING</b>	<b>5,197,140</b>	<b>5,699,000</b>	501,860	9.7%
5902-001-402 ALLOCATED OUT				
Environmental Programs	(281,410)	(354,400)	(72,990)	25.9%
Landscape Maintenance District	(108,480)	(148,470)	(39,990)	36.9%
Wastewater	(122,290)	(163,580)	(41,290)	33.8%
Water	(132,630)	(141,950)	(9,320)	7.0%
Capital Improvement Projects	(1,300,880)	(1,917,500)	(616,620)	47.4%
	<u>(1,945,690)</u>	<u>(2,725,900)</u>	(780,210)	40.1%
<b>TOTAL, ENGINEERING</b>	<b>\$3,251,450</b>	<b>\$2,973,100</b>	(\$278,350)	-8.6%

**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Department Summary**

## STREETS MAINTENANCE

The City of Escondido Streets Department maintains the City's streets and structures through the following services:

Traffic Signals – With over 170 traffic signalized intersections, Streets Electricians maintain these signals to ensure traffic flows are efficient throughout the City.

Street Lights – We have approximately 6,600 street lights that are maintained by the Streets Division. Streets staff is currently converting our Low Pressure Sodium (LPS) street lights to a more energy efficient Light Emitting Diode (LED) technology

Potholes – We can all agree that no one likes potholes as it seems that they magically appear out of the clear blue sky. Yet, in reality they are created when water enters into cracks in the surface of the road. Add the vibrations of car and truck tires as they travel over the cracks, and bingo, asphalt failure. This plus having to temporarily refill old potholes until permanent street repairs can be made explains the seeming increase in potholes after it rains.

Sidewalks –The City is responsible for the maintenance of sidewalk damage caused by vehicle accidents, water main breaks, grade subsidence, and trees within the right-of-Way.

Storm Water Conveyance Maintenance – The City of Escondido has an annual maintenance program for its storm water conveyance system. Each fiscal year City staff identifies a group of channels that have deposits of sediment and overgrowth of vegetation requiring maintenance/cleaning to restore flood channels flow capacity.

Storm Water Collections Systems Maintenance – The purpose of this work is to maintain existing storm water collection facilities by allowing only water to enter the storm drains. Sand, silt, trash, leaves and other pollutants are targeted for collection prior to entering the City of Escondido's Storm Water Collection facilities. The maintenance program includes inspections, and prioritizing the sites in need of advanced, moderate, and low periodic maintenance, cleaning, and flushing.

Traffic Signs – Each year City sign crews remove old and faded traffic signs from City streets and return them to the sign shop. The signs may be reused, refurbished, or recycled. The sign shop also supplies and supports varied sign production needs for other City departments. Unique sign request are filled each month for Police, Fire, Wastewater, Water, Park, Recreation and Engineering departments.

Street Sweeping – Street Sweeping provides two primary benefits to the City. The more obvious benefit is the collection and removal of paper, leaves, and other visible debris that collect in the gutters. This debris can block storm water facilities, causing localized flooding during heavy rains. An equally important, but less visible, benefit is the removal of metal particles produced by cars and trucks. The invisible particles left behind by these vehicles can be extremely harmful to fish and other wildlife if they reach our creeks, rivers, beaches and bays.

Lane Striping and Legends – The street Striping and Legends staff installs and maintains traffic markings and signage throughout the City to promote the following:

- Safe traffic flow
- Ensure City residents and visitors have safe, clear, and continued access throughout the City
- Reduce the liability of the City
- Allow enforcement of the traffic laws by the Escondido Police Department

**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Department Summary**

## STREETS MAINTENANCE

Graffiti Eradication – In the on-going battle against graffiti, the City of Escondido has a graffiti eradication program which covers City facilities, private residents, and businesses which have fallen victim to tagging or graffiti. This program removes graffiti from sidewalks, pavement, curbs and gutters, and structures visible from the right-of-ways. Free graffiti removal kits are available to all residents and business owners from the Public Works Operations Yard located at 475 North Spruce Street, Escondido, California 92025. The graffiti eradication team is now using Cityworks technology and handheld devices to create a very efficient graffiti eradication program. Cityworks applications has paved the way to capture substantial graffiti information used for restitution and create patterns for enforcement. Cityworks applications have created efficiencies in reporting graffiti through the development of the Escondido Report-It app.

### DEPARTMENT PRIORITIES

- ✓ Provide outstanding customer service to external and internal customers through prioritization of maintenance tasks and efficient and timely repairs
- ✓ Implement staff in-field mobile applications of the Cityworks asset management software
- ✓ Proactively maintain the City's municipal drainage systems to ensure compliance with all applicable regulations and eliminate potential drainage problems during rain events
- ✓ Maintain current level of effort relating to graffiti eradication

### SIGNIFICANT CHANGES FROM PRIOR BUDGET

- Addition of \$310,000 to fund Traffic Signal Battery Replacements critical to Public Safety
  - Decrease in Software Expenses due to the removal of contracted InTime App-based time collection software services in preparation for the implementation of Work Day
  - Increase in Utilities projections to reflect increased costs for San Diego Gas and Electric rate charges
  - Decrease in allocations out primarily due to decreased funding for CDBG graffiti removal
-

**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Department Summary**

**STREETS MAINTENANCE**

**COUNCIL  
ESSENTIAL  
SERVICE  
ALIGNMENT**

   
KEEP CITY  
CLEAN      PUBLIC  
WORKS

**COUNCIL  
PRIORITY  
ALIGNMENT**

  
IMPROVE  
PUBLIC SAFETY

  
RETENTION AND  
ATTRACTION

  
ENCOURAGE  
HOUSING  
DEVELOPMENT

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>001-403 MAINTENANCE/STREETS</b>				
5001-001-403 REGULAR FULL-TIME				
1 Director of Public Works	\$181,750	\$181,750	0	0.0%
3 Sr Admin Assistants ( <i>Previously Department Assistants</i> )	129,120	139,760	10,640	8.2%
1 Assistant Director of Public Works ( <i>Previously Deputy Director</i> )	141,230	141,230	0	0.0%
5 Electricians/Streets	373,930	360,760	(13,170)	-3.5%
11 Sr Maintenance Technicians ( <i>Previously Lead Maint Tech</i> )	741,390	750,920	9,530	1.3%
1 Management Analyst I/II	64,150	69,020	4,870	7.6%
1 Administrative Coordinator ( <i>Previously Maint&amp;Ops Coord</i> )	52,550	61,410	8,860	16.9%
2 Public Works Supervisors ( <i>Previously Maintenance Supervisors</i> )	190,830	199,890	9,060	4.7%
21 Maintenance Tech I/II	1,145,640	1,175,920	30,280	2.6%
1 Public Works Manager ( <i>Previously Public Works Superintendent</i> )	101,770	110,540	8,770	8.6%
4 Lead Maintenance Technicians ( <i>Previously Sr. Maint Techs</i> )	308,220	319,510	11,290	3.7%
Bilingual Pay	10,400	13,650	3,250	31.3%
Crew Leader Pay	4,000	4,000	0	0.0%
	<u>3,444,980</u>	<u>3,528,360</u>	83,380	2.4%
5004-001-403 TEMPORARY PART-TIME				
Temporary Part-Time (with PARS)	198,840	198,840	0	0.0%
Temporary Part-Time (with PERS)	221,600	222,770	1,170	0.5%
	<u>420,440</u>	<u>421,610</u>	1,170	0.3%
5020-001-403 OVERTIME				
Overtime	335,540	335,540	0	0.0%
Standby Pay	65,900	65,900	0	0.0%
	<u>401,440</u>	<u>401,440</u>	0	0.0%
EMPLOYEE OVERHEAD:				
5025-001-403 OTHER EMPLOYEE OVERHEAD	131,440	132,200	760	0.6%
5026-001-403 PERS-NORMAL COST	397,490	404,560	7,070	1.8%
5029-001-403 PERS-UNFUNDED LIABILITY	1,054,180	1,214,310	160,130	15.2%
5027-001-403 MEDICAL	573,490	504,770	(68,720)	-12.0%
5028-001-403 WORKERS' COMPENSATION	276,640	192,040	(84,600)	-30.6%
5030-001-403 FLEXIBLE BENEFITS	42,400	43,730	1,330	3.1%
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>6,742,500</b>	<b>6,843,020</b>	100,520	1.5%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>001-403 MAINTENANCE/STREETS</b>				
5101-001-403 OFFICE/OPERATING SUPPLIES				
Blowers	1,650	1,650	0	0.0%
Building Maintenance	6,500	6,500	0	0.0%
Bus Stop Maintenance Supplies	12,770	12,770	0	0.0%
Chainsaws	1,350	1,350	0	0.0%
City Appearance/Re-vegetation	30,000	30,000	0	0.0%
City Owned Property Maintenance	10,000	10,000	0	0.0%
Concrete - Curb, Gutter, Sidewalk & Misc. Concrete Repairs	85,000	85,000	0	0.0%
Drainage Supplies - Construction Repair/Replacement	30,000	30,000	0	0.0%
Drainage Supplies - Gap Vax Supplies	7,500	7,500	0	0.0%
Electrical Supplies - Street Lighting/Electrical Repairs/Bulbs	225,000	225,000	0	0.0%
General Office Supplies	5,000	5,000	0	0.0%
Graffiti Eradication Supplies	57,500	57,500	0	0.0%
Hot/Cold Mix Asphalt	120,000	120,000	0	0.0%
Misc. Hand Tools	3,000	3,000	0	0.0%
Pole saw	2,040	2,040	0	0.0%
Property Damage Contingency	16,000	16,000	0	0.0%
Push Mower	1,200	1,200	0	0.0%
Safety Supplies - Personal Protection Equipment	30,000	30,000	0	0.0%
Small/Hand Tool Repair/Replacement	7,500	7,500	0	0.0%
Street Cleaning Supplies	20,000	20,000	0	0.0%
Street Maintenance Supplies	20,000	20,000	0	0.0%
Street Marking/Painting Supplies	40,000	40,000	0	0.0%
Street Right-of-Way Maintenance	40,000	40,000	0	0.0%
Street Signage - Installation/Replacement	40,000	40,000	0	0.0%
Sweeper Brooms	41,600	41,600	0	0.0%
Traffic Safety Supplies - Traffic Control Equip Replacement	20,000	20,000	0	0.0%
Traffic Signal Maintenance	25,120	335,120	310,000	1234.1%
Unanticipated Projects - Equipment Repair	10,000	10,000	0	0.0%
Weed Whips	1,800	1,800	0	0.0%
	<u>910,530</u>	<u>1,220,530</u>	310,000	34.0%
5126-001-403 MAINTENANCE OF EQUIPMENT				
Office Equipment	2,000	2,000	0	0.0%
5131-001-403 PROFESSIONAL SERVICES/CONTRACTS				
Caltrans/Signal Maintenance	120,000	120,000	0	0.0%
Electric Maintenance - Setting TS & SL Poles	18,860	38,860	20,000	106.0%
Goldspotted Oak Borer Management-Daley Ranch	30,000	30,000	0	0.0%
Pest Control	15,000	15,000	0	0.0%
Printer Service	430	430	0	0.0%
Security Systems	850	850	0	0.0%
Sprinter Bike Trail Maintenance	5,590	5,590	0	0.0%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>001-403 MAINTENANCE/STREETS</b>				
5131-001-403 PROFESSIONAL SERVICES/CONTRACTS (CONTINUED)				
Storm Drain Repair & Maintenance	5,000	5,000	0	0.0%
Street Tree Maintenance	25,000	25,000	0	0.0%
Sweeping	50,000	50,000	0	0.0%
Transient Camp Cleaning Contract	20,000	0	(20,000)	-100.0%
Underground Service Alert	10,000	10,000	0	0.0%
Uniforms	11,050	11,050	0	0.0%
	<u>311,780</u>	<u>311,780</u>	0	0.0%
5160-001-403 TRAINING AND MEETINGS				
Seminars, Conferences, Workshops	5,000	5,000	0	0.0%
5161-001-403 MILEAGE REIMBURSEMENT				
	1,500	1,500	0	0.0%
5162-001-403 DUES & SUBSCRIPTIONS				
Miscellaneous Publications	5,000	5,000	0	0.0%
5163-001-403 AUTO ALLOWANCE				
Director of Public Works	5,100	5,100	0	0.0%
5166-001-403 OTHER DUPLICATING				
	500	500	0	0.0%
5170-001-403 UTILITIES				
San Diego Gas & Electric	1,378,000	1,515,800	137,800	10.0%
5171-001-403 WATER				
Water Service-Other Agencies	65,000	65,000	0	0.0%
5173-001-403 OTHER TELEPHONE				
Cellular Phone Expenses (48 phones @ \$50/month)	28,800	28,800	0	0.0%
Aircards for Field Equipment (Ipads, Laptops, etc)	6,300	6,300	0	0.0%
Cell Phone Replacement Costs	4,500	4,500	0	0.0%
	<u>39,600</u>	<u>39,600</u>	0	0.0%
5180-001-403 RENT				
Miscellaneous Equipment	20,000	20,000	0	0.0%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>001-403 MAINTENANCE/STREETS</b>				
5190-001-403 OTHER EXPENSE				
Landscape Maintenance District Assessment	5,900	5,900	0	0.0%
MOU After Hour Meals	10,000	10,000	0	0.0%
	<u>15,900</u>	<u>15,900</u>	0	0.0%
5193-001-403 SOFTWARE				
InTime App-based Time Collection Software	20,000	0	(20,000)	-100.0%
<b>TOTAL, M &amp; O</b>	<b>2,779,910</b>	<b>3,207,710</b>	427,800	15.4%
5209-001-403 OTHER CAPITAL OUTLAY				
Backhoe	200,000	0	(200,000)	-100.0%
Mini Excavator ( R )	0	140,000	140,000	100.0%
Water Truck ( R )	0	160,000	160,000	100.0%
Wheel Loader	300,000	0	(300,000)	-100.0%
	<u>500,000</u>	<u>300,000</u>	(200,000)	-40.0%
<b>TOTAL, CAPITAL OUTLAY</b>	<b>500,000</b>	<b>300,000</b>	(200,000)	-40.0%
5125-001-403 BUILDING MAINTENANCE	78,820	78,820	0	0.0%
5127-001-403 WAREHOUSE	14,790	14,790	0	0.0%
5164-001-403 FLEET SERVICES	503,460	715,990	212,530	42.2%
5165-001-403 DUPLICATING	8,670	1,190	(7,480)	-86.3%
5172-001-403 TELECOMMUNICATIONS	8,860	7,310	(1,550)	-17.5%
5174-001-403 RADIO COMMUNICATIONS	22,960	14,520	(8,440)	-36.8%
5175-001-403 MAIL & MOBILE SERVICES	5,330	6,050	720	13.5%
5178-001-403 NETWORK & SYSTEMS ADMINISTRATION	116,590	89,520	(27,070)	-23.2%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>001-403 MAINTENANCE/STREETS</b>				
5183-001-403 INSURANCE				
General Liability Insurance	96,720	702,940	606,220	626.8%
Property Insurance	<u>21,490</u>	<u>39,800</u>	18,310	85.2%
	118,210	742,740	624,530	528.3%
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>877,690</b>	<b>1,670,930</b>	793,240	90.4%
<b>SUBTOTAL, MAINTENANCE/STREETS</b>	<b>10,900,100</b>	<b>12,021,660</b>	1,121,560	10.3%
5901-001-403 ALLOCATED IN				
Risk Management	27,110	5,620	(21,490)	-79.3%
5902-001-403 ALLOCATED OUT				
Building Maintenance	(49,430)	(50,850)	(1,420)	2.9%
Environmental Programs	(71,550)	(74,140)	(2,590)	3.6%
Fleet	(49,430)	(50,850)	(1,420)	2.9%
Vehicle Parking District	(68,570)	(68,040)	530	-0.8%
Wastewater	(133,650)	(132,220)	1,430	-1.1%
Water	(429,510)	(431,330)	(1,820)	0.4%
Capital Improvement Projects	(1,524,120)	(1,450,070)	74,050	-4.9%
Capital Improvement Projects-Fleet	<u>(423,900)</u>	<u>(489,270)</u>	(65,370)	15.4%
	(2,750,160)	(2,746,770)	3,390	-0.1%
<b>TOTAL, MAINTENANCE/STREETS</b>	<b>\$8,177,050</b>	<b>\$9,280,510</b>	\$1,103,460	13.5%

**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Department Summary**

## PARKS MAINTENANCE

The Parks & Open Space Department cares for and maintains the City's parks, median and parkway landscaping, open spaces, trees, and the landscaping services at various City facilities.

Park and Facility Landscape Maintenance section - The primary goal is to safely maintain the turf and planter beds at thirteen City facilities, seventeen parks and various irrigated and non-irrigated right-of-way's (ROW) throughout the City of Escondido. Routine weekly maintenance is performed by three crews. One crew is assigned to City Hall, California Center for the Arts and Grape Day Park. One crew is assigned to Kit Carson Park. The third crew is responsible for the maintenance of all other Parks, Facilities and ROW's.

Craftsmen Section - This crew of four is responsible for the pool maintenance, large mainline irrigation repairs and keeping playground equipment safe and in good repair. This crew also will service and maintain the new NFC fitness courts to be installed in various city parks and facilities.

Special Events / Volunteer Projects - The Parks Department is involved with the vast majority of all Special Events, often enlisting the help of the Streets Division for traffic control, but the majority of the coordination, set up and staffing comes from the Parks Division. The same can be said for the majority of all Volunteer Projects. These are headed up by the Parks Supervisor with the various organizations and church groups as well. This also includes Eagle Scout projects. Most of these projects require Park employees, equipment and materials to complete.

Softball and Soccer Tournaments - In coordination with the Recreation Division, the Parks Department provides staff for the large sports tournaments that require hourly restroom maintenance as well a trash removal.

### DEPARTMENT PRIORITIES

- ✓ To provide professional, quality maintenance and personal service to the residents of Escondido, with an emphasis on City appearance.
- ✓ To ensure local parks are maintained at levels that will provide maximum usage by our citizens
- ✓ To ensure swimming pools are maintained in compliance with County of San Diego Health Department
- ✓ To perform landscape maintenance services at all City facilities and Parks
- ✓ To maintain all amenities in our public Parks
- ✓ To provide clean and sanitized restrooms, playgrounds, park amenities ensuring a first-class experience for our residents during The County Heath Order's temporary restrictions

### SIGNIFICANT CHANGES FROM PRIOR BUDGET

- Decrease in amount projected for Capital Outlay due to one-time purchases in the prior year offset by the purchase of a Vermeer walk-behind Trencher that will be utilized to perform landscape and irrigation renovations and maintenance

CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Department Summary

**PARKS MAINTENANCE**

**COUNCIL  
ESSENTIAL  
SERVICE  
ALIGNMENT**



**PUBLIC  
WORKS**



**KEEP CITY  
CLEAN**



**PARKS  
FACILITIES**

**COUNCIL  
PRIORITY  
ALIGNMENT**

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>001-103 MAINTENANCE/PARKS</b>				
5001-001-103 REGULAR FULL-TIME				
1 Public Works Manager ( <i>Previously PW Superintendent</i> )	\$101,770	\$105,280	3,510	3.4%
5 Lead Maintenance Technicians ( <i>Sr. Maintenance Techs</i> )	378,690	396,050	17,360	4.6%
15 Maintenance Technician I/II's	839,340	849,540	10,200	1.2%
2 Public Works Supervisor ( <i>Maintenance Supervisors</i> )	176,860	190,290	13,430	7.6%
3 Sr Maintenance Technicians ( <i>Lead Maintenance Technicians</i> )	197,870	202,060	4,190	2.1%
Bilingual Pay	9,750	8,450	(1,300)	-13.3%
	<u>1,704,280</u>	<u>1,751,670</u>	47,390	2.8%
5004-001-103 TEMPORARY PART-TIME				
1 Pool Maintenance (with PERS)	24,860	24,860	0	0.0%
6 Maintenance Specialist Trainees	99,420	99,420	0	0.0%
	<u>124,280</u>	<u>124,280</u>	0	0.0%
5020-001-103 OVERTIME				
	204,420	204,420	0	0.0%
EMPLOYEE OVERHEAD:				
5025-001-103 OTHER EMPLOYEE OVERHEAD				
	64,060	64,840	780	1.2%
5026-001-103 PERS-NORMAL COST				
	182,070	184,960	2,890	1.6%
5029-001-103 PERS-UNFUNDED LIABILITY				
	519,030	602,410	83,380	16.1%
5027-001-103 MEDICAL				
	294,130	265,600	(28,530)	-9.7%
5028-001-103 WORKERS' COMPENSATION				
	141,130	126,300	(14,830)	-10.5%
5030-001-103 FLEXIBLE BENEFITS				
	10,490	10,900	410	3.9%
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>3,243,890</b>	<b>3,335,380</b>	91,490	2.8%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>001-103 MAINTENANCE/PARKS</b>				
5101-001-103 OFFICE/OPERATING SUPPLIES				
Ball Field Fertilizer/Seed/Pesticides	10,000	10,000	0	0.0%
Blowers	1,100	1,100	0	0.0%
Chainsaws	900	900	0	0.0%
City Appearance/Re-vegetation	10,000	10,000	0	0.0%
Grounds Maintenance - Repairs (Other Than Irrigation)	34,000	34,000	0	0.0%
Grounds Maintenance - Restroom Cleaning & User Supplies	22,000	22,000	0	0.0%
Grounds Maintenance - Tools & PPE	20,000	20,000	0	0.0%
Irrigation Supplies	13,050	13,050	0	0.0%
Misc. Hand Tools	2,000	2,000	0	0.0%
Park Fertilizer/Pesticides/Supplies	20,000	20,000	0	0.0%
Plant Material	10,000	10,000	0	0.0%
Pole saw	1,360	1,360	0	0.0%
Pool Chemicals	63,250	63,250	0	0.0%
Pool Equipment Repairs & Maintenance	18,470	18,470	0	0.0%
Push Mower	800	800	0	0.0%
Recycled Water System Inspections	2,000	2,000	0	0.0%
Weed Whips	1,200	1,200	0	0.0%
	<u>230,130</u>	<u>230,130</u>	0	0.0%
5131-001-103 PROFESSIONAL SERVICES/CONTRACTS				
Pest Control	15,000	15,000	0	0.0%
Play Structure Repairs	20,000	20,000	0	0.0%
Pool Maintenance	20,000	20,000	0	0.0%
Uniforms	6,000	6,000	0	0.0%
	<u>61,000</u>	<u>61,000</u>	0	0.0%
5160-001-103 TRAINING AND MEETINGS				
Required Continuing Education for Certifications	4,000	4,000	0	0.0%
5162-001-103 DUES AND SUBSCRIPTIONS				
CA Parks/Recreation Society (CPRS)	280	280	0	0.0%
5168-001-103 PERMITS				
Hazmat Permits	880	880	0	0.0%
Pesticide Applicators - License Fee	790	790	0	0.0%
Pool Permits	2,200	2,200	0	0.0%
	<u>3,870</u>	<u>3,870</u>	0	0.0%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>001-103 MAINTENANCE/PARKS</b>				
5170-001-103 UTILITIES				
San Diego Gas & Electric	433,630	433,630	0	0.0%
5171-001-103 WATER				
Water Service-Other Agencies	20,000	20,000	0	0.0%
5173-001-103 OTHER TELEPHONE				
Cell Phone Service (14 Phones @ \$50/Month)	8,400	8,400	0	0.0%
1 Data Line	600	600	0	0.0%
Cell Phone Replacement Cost	1,000	1,000	0	0.0%
	<u>10,000</u>	<u>10,000</u>	0	0.0%
5180-001-103 RENT				
Equipment Rental	5,300	5,300	0	0.0%
<b>TOTAL, M &amp; O</b>	<b>768,210</b>	<b>768,210</b>	0	0.0%
5209-001-103 OTHER CAPITAL OUTLAY				
Washington Pool Heater Replacement	52,000	0	(52,000)	-100.0%
Vermeer Walk Behind Trencher	0	32,000	32,000	100.0%
	<u>52,000</u>	<u>32,000</u>	(20,000)	-38.5%
<b>TOTAL, CAPITAL OUTLAY</b>	<b>52,000</b>	<b>32,000</b>	(20,000)	-38.5%
5125-001-103 BUILDING MAINTENANCE	340,100	340,100	0	0.0%
5127-001-103 WAREHOUSE	16,440	16,440	0	0.0%
5164-001-103 FLEET SERVICES	157,600	189,960	32,360	20.5%
5174-001-103 RADIO COMMUNICATIONS	2,560	1,610	(950)	-37.1%
5175-001-103 MAIL & MOBILE SERVICES	1,150	1,190	40	3.5%
5178-001-103 NETWORK & SYSTEMS ADMINISTRATION	18,140	7,140	(11,000)	-60.6%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>001-103 MAINTENANCE/PARKS</b>				
5183-001-103 INSURANCE				
General Liability Insurance	30,360	207,020	176,660	581.9%
Property Insurance	<u>10,040</u>	<u>28,570</u>	18,530	184.6%
	40,400	235,590	195,190	483.1%
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>576,390</b>	<b>792,030</b>	215,640	37.4%
<b>SUBTOTAL, MAINTENANCE/PARKS</b>	<b>4,640,490</b>	<b>4,927,620</b>	287,130	6.2%
5901-001-103 ALLOCATED IN				
Risk Management	13,550	5,620	(7,930)	-58.5%
5902-001-103 ALLOCATED OUT				
Environmental Programs	(31,480)	(33,180)	(1,700)	5.4%
Landscape Maintenance District	(85,330)	(80,550)	4,780	-5.6%
Vehicle Parking District	(24,030)	(24,550)	(520)	2.2%
Water	(105,570)	(112,010)	(6,440)	6.1%
Wastewater	(106,570)	(117,760)	(11,190)	10.5%
Capital Improvement Projects	<u>(79,640)</u>	<u>(79,260)</u>	380	-0.5%
	(432,620)	(447,310)	(14,690)	3.4%
<b>TOTAL, MAINTENANCE/PARKS</b>	<b>\$4,221,420</b>	<b>\$4,485,930</b>	\$264,510	6.3%

**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Department Summary**

**RADIO COMMUNICATIONS**

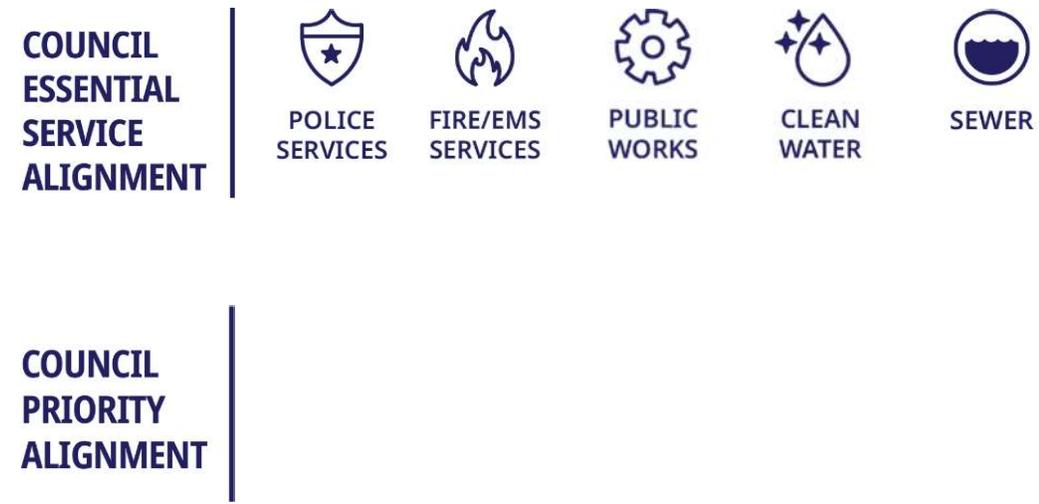
The Radio Communications budget provides for the NextGen Regional Communication System (RCS) maintenance contract and 800 MHz radio maintenance and repairs throughout the fiscal year. Each department that uses the radio communications system is charged for their portion of the budget based on the radio inventory they currently have.

**DEPARTMENT PRIORITIES**

- ✓ Maintain the City's communication system, which includes the dispatch backbone and all mobile and portable 800 MHz radios utilized by Police, Fire, Utilities and Public Works

**SIGNIFICANT CHANGES FROM PRIOR BUDGET**

- Overall budget reduction of \$326,150 due to repayment of Leasing 2 radio loan



**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Line Item Detail**

	<u>2023/24 REVISED</u>	<u>2024/25 BUDGET</u>	<u>\$\$ Change</u>	<u>% Change</u>
<b>001-404 RADIO COMMUNICATIONS</b>				
5126-001-404 MAINTENANCE OF EQUIPMENT	\$15,000	\$15,000	\$0	0.0%
5131-001-404 PROFESSIONAL SERVICES/CONTRACTS				
RCS Operating Cost	243,510	244,880	1,370	0.6%
5170-001-404 UTILITIES				
San Diego Gas & Electric	20,400	20,400	0	0.0%
5501-001-404 INTEREST				
Radio Replacement Loan	9,000	0	(9,000)	-100.0%
Regional Communications System Loan	<u>22,870</u>	<u>15,450</u>	(7,420)	-32.4%
	31,870	15,450	(16,420)	-51.5%
5525-001-404 LOAN PRINCIPAL EXPENSE				
Radio Replacement Loan	322,580	0	(322,580)	-100.0%
Regional Communications System Loan	<u>265,660</u>	<u>273,080</u>	7,420	2.8%
	588,240	273,080	(315,160)	-53.6%
<b>TOTAL, M &amp; O</b>	<b>899,020</b>	<b>568,810</b>	(330,210)	-36.7%
5125-001-404 BUILDING MAINTENANCE	5,060	5,060	0	0.0%
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>5,060</b>	<b>5,060</b>	0	0.0%
<b>SUBTOTAL, RADIO COMMUNICATIONS</b>	<b>904,080</b>	<b>573,870</b>	(330,210)	-36.5%

**CITY OF ESCONDIDO  
 FY 2024/25 Operating Budget  
 Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>001-404 RADIO COMMUNICATIONS</b>				
5902-001-404 ALLOCATED OUT				
Building Maintenance	(2,560)	(1,610)	950	-37.1%
Fire	(187,490)	(121,890)	65,600	-35.0%
Fleet Services	(3,830)	(2,410)	1,420	-37.1%
Lakes	(43,370)	(27,440)	15,930	-36.7%
Maintenance-Parks	(2,560)	(1,610)	950	-37.1%
Maintenance-Streets	(22,960)	(14,520)	8,440	-36.8%
Police	(548,200)	(345,470)	202,730	-37.0%
Wastewater	(62,500)	(39,550)	22,950	-36.7%
Water	<u>(30,610)</u>	<u>(19,370)</u>	11,240	-36.7%
	(904,080)	(573,870)	330,210	-36.5%
 <b>TOTAL, RADIO COMMUNICATIONS</b>	 <b>\$0</b>	 <b>\$0</b>	 <b>\$0</b>	 <b>0.0%</b>

**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Department Summary**

## POLICE

### **ESCONDIDO POLICE DEPARTMENT MISSION STATEMENT:**

To protect our community through exceptional police service.

The Escondido Police Department works cooperatively with the community to address crime through prevention activities, problem-solving methods, and community engagement. This collaborative approach, called Community Policing, balances reactive police responses with proactive problem-solving practices. Community Policing compliments the Escondido Police Department's focus on traffic safety, crime investigations, and juvenile crime prevention and intervention programs.

The Escondido Police Department is led by the Chief of Police and four executive staff members. Each executive staff member commands a Bureau.

#### **OPERATIONS BUREAU**

The Operations Bureau includes the Patrol Division, the Traffic Division, the K-9 Unit, the COPPS (Community Oriented Policing and Problem Solving) Unit, the School Resource Officer Unit, and the Custody Transport Unit. Each year, the Patrol Bureau responds to approximately 53,000 calls for service; investigates around 1,000 traffic collisions; and makes 5,300 arrests. Members of the Operations Bureau attend community meetings and school events.

#### **INVESTIGATIONS BUREAU**

The Investigations Bureau includes Units and Divisions that focus on criminal investigations. Detectives, Sergeants, Community Service Officers, Crime Analysts, Forensic Technicians and administrative staff work together to investigate crimes and improve community safety.

#### **SUPPORT SERVICES BUREAU**

The Support Services Bureau includes the Emergency Communications (Dispatch) Division, the Business Division, the Property and Evidence Division, and the Records Division. Members of this Bureau support front-line law enforcement and help serve the community through customer service and administrative assistance.

#### **PROFESSIONAL STANDARDS BUREAU**

The Professional Standards Bureau focuses on preparing, training, and recruiting officers and civilians to work professionally and cooperatively with the community.

### **DEPARTMENT PRIORITIES**

- ✓ Increase community partnerships and engagement
- ✓ Reduce crime through data driven analysis and proactive policing directed at specific crime trends
- ✓ Improve traffic safety through data driven enforcement. Focus prevention efforts towards DUI Drivers and Traffic Violations that contribute to serious injury and fatal collisions, including excessive speed and moving violations, including running red lights and stop signs

### **SIGNIFICANT CHANGES FROM PRIOR BUDGET**

- Funding for animal control services performed by the Humane Society has been reduced to reflect the current contract that expires December 31, 2024.

**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Department Summary**

**POLICE**

**COUNCIL  
ESSENTIAL  
SERVICE  
ALIGNMENT**



**POLICE  
SERVICES**

**COUNCIL  
PRIORITY  
ALIGNMENT**



**IMPROVE  
PUBLIC SAFETY**

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>001-500 POLICE</b>				
5001-001-500 REGULAR FULL-TIME				
1 Chief of Police	\$250,000	\$250,000	\$0	0.0%
4 Community Service Officers	245,270	244,160	(1,110)	-0.5%
4 Crime Analyst ( <i>reclassification</i> )	61,110	0	(61,110)	-100.0%
2 Customer Service Representative I/Is	88,580	98,010	9,430	10.6%
1 Division Support Coordinator ( <i>previously Division Coordinator</i> )	52,630	56,170	3,540	6.7%
1 Sr Executive Assistant ( <i>previously Executive Assistant-Chief of Police</i> )	84,140	89,790	5,650	6.7%
1 Forensic Services Supervisor	104,720	90,670	(14,050)	-13.4%
1 Latent Print & Evidence Specialist	82,090	85,420	3,330	4.1%
3 Police Captains	594,690	602,000	7,310	1.2%
7 Police Lieutenants	1,251,920	1,273,120	21,200	1.7%
125 Police Officers	13,997,100	14,847,800	850,700	6.1%
2 Police Projects Specialists	114,710	129,050	14,340	12.5%
1 Police Records Supervisor	66,110	66,110	0	0.0%
6 Police Records Technicians	284,820	308,120	23,300	8.2%
23 Police Sergeants	3,591,400	3,763,880	172,480	4.8%
1 Police Business Manager ( <i>reclassification</i> )	0	92,480	92,480	100.0%
4 Police Services Analyst ( <i>reclassification</i> )	81,890	0	(81,890)	-100.0%
1 Police Training Coordinator	62,570	65,140	2,570	4.1%
1 Police Program Coordinator ( <i>previously Program Coordinator</i> )	65,700	68,270	2,570	3.9%
1 Property & Evidence Supervisor	70,790	74,370	3,580	5.1%
1 Property & Evidence Technician I	39,420	44,480	5,060	12.8%
1 Public Safety Communications Manager	111,300	116,080	4,780	4.3%
24 Public Safety Dispatchers I/Is	1,818,580	1,803,220	(15,360)	-0.8%
4 Public Safety Shift Supervisors	374,060	374,360	300	0.1%
1 Police Support Services Manager ( <i>reclassification</i> )	0	111,300	111,300	100.0%
4 Sr. Crime Analyst ( <i>reclassification</i> )	67,370	0	(67,370)	-100.0%
1 Sr. Property Evidence Technician	52,630	56,900	4,270	8.1%
2 4-Criminal Intelligence Analysts ( <i>reclassification</i> )	90,610	177,390	86,780	95.8%
1 Criminal Intelligence Supervisor	105,080	114,660	9,580	9.1%
1 Deputy Director of Police Support Services	116,870	122,710	5,840	5.0%
Acting Pay	20,000	20,000	0	0.0%
Bilingual Pay	164,050	159,450	(4,600)	-2.8%
Float Holiday Payoff	150,000	150,000	0	0.0%
Holiday Pay	200,000	200,000	0	0.0%
POST Increases	18,280	18,280	0	0.0%
Shift Pay	42,400	42,400	0	0.0%
Tactical Operations Pay	26,400	26,400	0	0.0%
	<u>24,547,290</u>	<u>25,742,190</u>	1,194,900	4.9%
5004-001-500 TEMPORARY PART-TIME				
5 Parking Attendants	82,580	82,580	0	0.0%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>001-500 POLICE</b>				
5020-001-500 OVERTIME				
Bilingual Pay	25,000	25,000	0	0.0%
Comp Time Contingency	80,000	80,000	0	0.0%
Holiday Pay	350,000	350,000	0	0.0%
Overtime - Canine Pay	103,490	103,490	0	0.0%
Overtime - Court	118,000	118,000	0	0.0%
Overtime - Emergency Operations	179,420	113,920	(65,500)	-36.5%
Overtime - Extended Day/Callback	551,980	551,980	0	0.0%
Overtime - Motor Pay	98,270	98,270	0	0.0%
Overtime - Task Force	44,000	44,000	0	0.0%
Overtime - Training (Mandated)	227,120	227,120	0	0.0%
	<u>1,777,280</u>	<u>1,711,780</u>	(65,500)	-3.7%
EMPLOYEE OVERHEAD:				
5025-001-500 OTHER EMPLOYEE OVERHEAD	682,060	667,620	(14,440)	-2.1%
5026-001-500 PERS-NORMAL COST	4,844,980	5,012,940	167,960	3.5%
5029-001-500 PERS-UNFUNDED LIABILITY	8,676,150	8,766,580	90,430	1.0%
5027-001-500 MEDICAL	2,671,200	2,746,100	74,900	2.8%
5028-001-500 WORKERS' COMPENSATION	3,335,660	2,945,000	(390,660)	-11.7%
5030-001-500 FLEXIBLE BENEFITS	163,990	184,160	20,170	12.3%
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>46,781,190</b>	<b>47,858,950</b>	1,077,760	2.3%
5101-001-500 OFFICE/OPERATING SUPPLIES				
Canine Food and Supplies	6,000	6,000	0	0.0%
Computer Aided Dispatch Equipment	294,630	294,630	0	0.0%
Crime Lab Chemicals and Evidence Tech Supplies	12,000	12,000	0	0.0%
General Office Supplies (Toner, Paper, etc.)	28,000	28,000	0	0.0%
Patrol & Field Supplies (Batteries,Gloves,Safety Glasses,etc.)	115,000	115,000	0	0.0%
Range Armory Class Supplies and Targets	10,000	10,000	0	0.0%
Uniform Allowance (Including Reserve Officers)	162,700	162,700	0	0.0%
	<u>628,330</u>	<u>628,330</u>	0	0.0%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>001-500 POLICE</b>				
5105-001-500 SAFETY EQUIPMENT				
Ammunition and Firearms Safety Equipment	110,000	110,000	0	0.0%
Ballistic Safety Equipment	10,000	10,000	0	0.0%
Less Lethal Equipment	22,000	22,000	0	0.0%
Mobile Field Force and SWAT Specialty Equipment	18,630	18,630	0	0.0%
Safety and MOU Required Equipment	154,500	154,500	0	0.0%
Traffic Safety Equipment	6,200	6,200	0	0.0%
Body Worn Camera and Conducted Energy Weapons	428,320	428,320	0	0.0%
	<u>749,650</u>	<u>749,650</u>	0	0.0%
5126-001-500 MAINTENANCE OF EQUIPMENT				
Firearms and Range Maintenance	11,160	11,160	0	0.0%
Radio Maintenance	10,000	10,000	0	0.0%
	<u>21,160</u>	<u>21,160</u>	0	0.0%
5131-001-500 PROFESSIONAL SERVICES/CONTRACTS				
Animal Control Regulation/Dead Animal Removal Contract	1,568,100	710,530	(857,570)	-54.7%
ARJIS/eSUN/CAL-ID/CAD/RMS Contracts	430,160	743,540	313,380	72.9%
Audio Visual Equipment Maintenance Contract	41,270	41,270	0	0.0%
Barcode Software Contract	27,000	27,000	0	0.0%
Biohazard Waste Disposal/Health Permits Contract	28,610	28,610	0	0.0%
Canine Boarding, Medical, and Training Services	20,550	20,550	0	0.0%
Child Abuse & Biological Lab Exam Services	50,000	50,000	0	0.0%
Community Access, Offender Watch & Online Crime Reports	13,000	13,000	0	0.0%
Community Outreach and Collaboration Services	2,820	2,820	0	0.0%
Crime Analysis Contracts	28,190	28,190	0	0.0%
DNA Test Services	5,000	5,000	0	0.0%
Fingerprint Fees Contract	35,600	35,600	0	0.0%
Graffiti Tracking Contract	12,000	12,000	0	0.0%
Investigative Fund	24,000	24,000	0	0.0%
Investigative Services and Contracts	77,790	77,790	0	0.0%
Officer Crisis and Reserve Psychological Services	9,000	9,000	0	0.0%
Operational Services				
(Prisoner Meals, FastTrack, Shipping, Shred)	22,630	22,630	0	0.0%
Parking Citation Contract	69,000	69,000	0	0.0%
Patrol Wireless and Command Vehicle Connectivity Services	121,040	121,040	0	0.0%
Pawn Tracking System Contract	10,590	10,590	0	0.0%
Range Services				
(Portable Toilet, Wireless, Instructor)	19,400	19,400	0	0.0%
Simulator System Contract	24,000	24,000	0	0.0%
Vehicle Abatement Services	12,000	12,000	0	0.0%
	<u>2,651,750</u>	<u>2,107,560</u>	(544,190)	-20.5%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>001-500 POLICE</b>				
5160-001-500 TRAINING AND MEETINGS				
Seminars, Conferences, Workshops	100,000	100,000	0	0.0%
5161-001-500 MILEAGE REIMBURSEMENT				
Enforcement Mileage	1,500	1,500	0	0.0%
5162-001-500 DUES AND SUBSCRIPTIONS				
Police Association Dues & Subscriptions	12,180	12,180	0	0.0%
5167-001-500 ADVERTISING & PRINTING	15,000	15,000	0	0.0%
5169-001-500 OTHER INSURANCE	77,760	77,760	0	0.0%
5170-001-500 UTILITIES	3,000	3,000	0	0.0%
5173-001-500 OTHER TELEPHONE				
3C Network Connection and Support	1,600	1,600	0	0.0%
CALNET 2 Line	10,510	10,510	0	0.0%
Cellular Phone Service	98,000	98,000	0	0.0%
LiveScan Phone Line	4,550	4,550	0	0.0%
Phone Installation & Replacements	6,000	6,000	0	0.0%
SUN/CLETS	5,500	5,500	0	0.0%
	<u>126,160</u>	<u>126,160</u>	0	0.0%
5180-001-500 RENT				
Building Lease - Range	7,940	7,940	0	0.0%
Emergency Callout System	1,200	1,200	0	0.0%
	<u>9,140</u>	<u>9,140</u>	0	0.0%
5184-001-500 TUITION				
P.O.S.T. Training	75,000	75,000	0	0.0%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>001-500 POLICE</b>				
5190-001-500 OTHER EXPENSE				
Awards Dinner (Cadets)	1,600	1,600	0	0.0%
Chaplain's Program (Association Dues & Conferences)	2,000	2,000	0	0.0%
Emergency Operations Fund	500	500	0	0.0%
Employee Recognition	7,000	7,000	0	0.0%
Explorer/Cadet Program	6,800	6,800	0	0.0%
Generator Fuel (Traffic and Range)	5,000	5,000	0	0.0%
Reserve Program	2,000	2,000	0	0.0%
Seals, Lettering, Striping	15,000	15,000	0	0.0%
Special Events	4,000	4,000	0	0.0%
Volunteer Program	4,230	4,230	0	0.0%
	<u>48,130</u>	<u>48,130</u>	0	0.0%
5193-001-500 SOFTWARE				
CopWare/TMS (Training)	4,180	4,180	0	0.0%
Emergency Medical Interface License Fee	30,000	30,000	0	0.0%
Software Licensing	99,950	99,950	0	0.0%
	<u>134,130</u>	<u>134,130</u>	0	0.0%
5194-001-500 MINOR OFFICE EQUIPMENT				
Computer Maintenance Supplies	10,000	10,000	0	0.0%
Desktop Computers	20,000	20,000	0	0.0%
Replacement Modems, Antennas, Cabling & UB Keys	15,000	15,000	0	0.0%
	<u>45,000</u>	<u>45,000</u>	0	0.0%
<b>TOTAL, M &amp; O</b>	<b>4,697,890</b>	<b>4,153,700</b>	(544,190)	-11.6%
5125-001-500 BUILDING MAINTENANCE	1,561,900	1,561,900	0	0.0%
5164-001-500 FLEET SERVICES	641,390	1,439,760	798,370	124.5%
5165-001-500 DUPLICATING	70,670	29,040	(41,630)	-58.9%
5172-001-500 TELECOMMUNICATIONS	140,830	131,650	(9,180)	-6.5%
5174-001-500 RADIO COMMUNICATIONS	548,200	345,470	(202,730)	-37.0%
5175-001-500 MAIL & MOBILE SERVICES	57,580	53,490	(4,090)	-7.1%
5178-001-500 NETWORK & SYSTEMS ADMINISTRATION	816,210	858,150	41,940	5.1%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24 REVISED</u>	<u>2024/25 BUDGET</u>	<u>\$\$ Change</u>	<u>% Change</u>
<b>001-500 POLICE</b>				
5183-001-500 INSURANCE				
General Liability Insurance	269,180	1,536,220	1,267,040	470.7%
Property Insurance	88,920	210,750	121,830	137.0%
	<u>358,100</u>	<u>1,746,970</u>	1,388,870	387.8%
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>4,194,880</b>	<b>6,166,430</b>	1,971,550	47.0%
<b>SUBTOTAL, POLICE</b>	<b>55,673,960</b>	<b>58,179,080</b>	2,505,120	4.5%
5901-001-023 ALLOCATED IN				
Human Resources	0	50,000	50,000	100.0%
5902-001-500 ALLOCATED OUT				
Wastewater	(43,930)	0	43,930	-100.0%
Water	(1,420,210)	0	1,420,210	-100.0%
	<u>(1,464,140)</u>	<u>0</u>	1,464,140	-100.0%
<b>TOTAL, POLICE</b>	<b>\$54,209,820</b>	<b>\$58,229,080</b>	\$4,019,260	7.4%

CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Department Summary

**EMERGENCY MANAGEMENT**

Emergency Management is responsible for the development and maintenance of emergency plans and the training of City staff, residents, and businesses to prepare for disasters that are beyond the ability of the City to handle with its own resources. Emergency Management maintains the operational readiness of the Emergency Operations Center (EOC) and training of City staff for their roles within the EOC. Emergency Management also collaborates with local, county, state and regional governments as well as private business partners to plan, train and be prepared for major incidents or disasters.

The following Emergency Plans are also reviewed and updated by Emergency Management:

- Emergency Operations Plan
- Continuity of Operations Plan
- Evacuation and Repopulation Plan
- Mass Care and Shelter Plan
- Multi-Jurisdictional Hazard Mitigation Plan

**DEPARTMENT PRIORITIES**

- ✓ Development and maintenance of the City’s emergency plans, including the Emergency Operations Plan, Continuity of Operations Plan, Evacuation and Repopulation Plan
- ✓ Prepare for operational readiness of the Emergency Operations Center (EOC) and training of City staff for their roles within the EOC
- ✓ Management and training of the Community Emergency Response Team (CERT)
- ✓ Improve business and resident risk reduction and emergency preparedness through public outreach using Public Service Announcements (PSAs), social media, presentations, event booths and publications
- ✓ Provide whole community preparedness training through programs like LISTOS to reach our Spanish-Speaking community and assisting our old community members with Disaster Plan writing

**SIGNIFICANT CHANGES FROM PRIOR BUDGET**

- None

**COUNCIL  
ESSENTIAL  
SERVICE  
ALIGNMENT**



**COUNCIL  
PRIORITY  
ALIGNMENT**

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>001-600 FIRE</b>				
5001-001-600 REGULAR FULL-TIME				
1 Fire Chief	\$231,000	\$220,500	(\$10,500)	-4.5%
1 Deputy Fire Chief	198,520	198,530	10	0.0%
2-Administrative Assistants ( <i>reclassified to 3/4 time</i> )	85,250	0	(85,250)	-100.0%
1 Administrative Coordinator	61,580	65,140	3,560	5.8%
1 EMS Program Coordinator	69,060	70,790	1,730	2.5%
15 EMT/Paramedics	962,450	974,520	12,070	1.3%
1 Fire Admin Services Manager	81,880	90,280	8,400	10.3%
3 Fire Battalion Chiefs	503,240	488,080	(15,160)	-3.0%
24 Fire Captains	3,355,330	3,434,960	79,630	2.4%
1 Fire Division Chief	187,140	189,100	1,960	1.0%
24 Fire Engineers	2,835,930	2,908,470	72,540	2.6%
1 Fire Marshal	127,020	128,930	1,910	1.5%
1 Fire Permit Tech I ( <i>reclassification</i> )	0	55,450	55,450	100.0%
42 Firefighter/Paramedics	4,167,970	4,316,050	148,080	3.6%
5 Fire Prevention Specialists I/II	372,850	395,410	22,560	6.1%
Bilingual Pay	36,300	36,300	0	0.0%
Certification/Education Pay	56,000	46,400	(9,600)	-17.1%
Holiday Pay	572,210	532,000	(40,210)	-7.0%
Longevity Stipend	73,000	79,000	6,000	8.2%
Paramedic Mentor/Preceptor Pay	20,000	20,000	0	0.0%
Paramedic Recertification Pay	18,900	18,900	0	0.0%
TOU Pay	5,400	5,400	0	0.0%
	<u>14,021,030</u>	<u>14,274,210</u>	253,180	1.8%
5003-001-600 REGULAR PART-TIME				
1 Administrative Assistant ( <i>reclassification</i> )	0	32,420	32,420	100.0%
5004-001-600 TEMPORARY PART-TIME				
1 Fire Service Officer	16,000	16,000	0	0.0%
5020-001-600 OVERTIME				
Battalion Chief Non-Scheduled Hours	95,390	95,390	0	0.0%
Constant-Staffing Program	3,166,000	3,166,000	0	0.0%
Fire Suppression Compensatory Time Payoff	12,500	12,500	0	0.0%
FLSA	374,500	400,850	26,350	7.0%
Paramedic Program - Regular Overtime	60,700	60,700	0	0.0%
Standby Pay	9,000	9,000	0	0.0%
	<u>3,718,090</u>	<u>3,744,440</u>	26,350	0.7%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>001-600 FIRE</b>				
EMPLOYEE OVERHEAD:				
5025-001-600 OTHER EMPLOYEE OVERHEAD	403,570	357,510	(46,060)	-11.4%
5026-001-600 PERS-NORMAL COST	2,790,630	2,713,070	(77,560)	-2.8%
5029-001-600 PERS-UNFUNDED LIABILITY	4,611,900	4,792,750	180,850	3.9%
5027-001-600 MEDICAL	1,399,000	1,519,160	120,160	8.6%
5028-001-600 WORKERS' COMPENSATION	972,320	713,140	(259,180)	-26.7%
5030-001-600 FLEXIBLE BENEFITS	70,680	70,680	0	0.0%
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>28,003,220</b>	<b>28,233,380</b>	230,160	0.8%
5101-001-600 OFFICE/OPERATING SUPPLIES				
Awards, Plaques & Volunteer Recognition/Badges	3,500	3,500	0	0.0%
Building & Grounds Maintenance Supplies	5,000	5,000	0	0.0%
Chaplain Program	500	500	0	0.0%
EMS Durable Supplies	5,000	5,000	0	0.0%
EMS Supplies	350,000	370,000	20,000	5.7%
Explorer Program	1,500	2,000	500	33.3%
Fire Prevention/Investigation Supplies	5,500	5,500	0	0.0%
Honor Guard Program	500	500	0	0.0%
Leadership Development Supplies	1,000	1,000	0	0.0%
Office Supplies	9,000	9,000	0	0.0%
Oxygen and Related Supplies	28,000	32,000	4,000	14.3%
Pharmaceutical Supplies	88,000	88,000	0	0.0%
Replacement Uniforms (Part-Time Employees)	500	500	0	0.0%
Station Supplies	50,000	50,000	0	0.0%
Training Props and Materials	10,000	10,000	0	0.0%
Uniform Allowance	91,630	91,630	0	0.0%
Volunteer Program	3,000	3,000	0	0.0%
	<u>652,630</u>	<u>677,130</u>	24,500	3.8%
5105-001-600 SAFETY EQUIPMENT				
Communication Equipment	15,000	20,000	5,000	33.3%
Fire Engine Equipment	24,000	24,000	0	0.0%
Fire Hose	45,000	45,000	0	0.0%
Firefighting Foam	6,000	6,000	0	0.0%
Personal Protective Equipment	160,000	160,000	0	0.0%
Prevention Personal Protective Equipment	4,000	4,000	0	0.0%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>001-600 FIRE</b>				
5105-001-600 SAFETY EQUIPMENT (CONTINUED)				
Rope Rescue Equipment	10,000	10,000	0	0.0%
Safety Glasses	1,000	1,000	0	0.0%
SCBA Equipment	10,000	10,000	0	0.0%
TOU Equipment	2,500	2,500	0	0.0%
	<u>277,500</u>	<u>282,500</u>	5,000	1.8%
5118-001-600 MISCELLANEOUS MOTIVE				
FasTrak	300	300	0	0.0%
5126-001-600 MAINTENANCE OF EQUIPMENT				
Annual Pax Contract Maintenance	500	500	0	0.0%
Carpet Cleaning for Stations	13,000	16,000	3,000	23.1%
Compressor Maintenance & Testing	3,500	3,500	0	0.0%
EKG Battery Replacement	4,750	4,750	0	0.0%
EKG Monitors Maintenance Agreement	13,000	13,000	0	0.0%
Exhaust Removal System Maintenance	4,000	4,000	0	0.0%
Gurney Maintenance Program	13,000	13,000	0	0.0%
Hose & Ladder Testing	15,000	30,000	15,000	100.0%
O2 Maintenance Program	2,000	0	(2,000)	-100.0%
Paramedic Equipment Repair	1,000	1,000	0	0.0%
SCBA Repair & Maintenance	15,000	15,000	0	0.0%
Trailer Tower Pump Maintenance Service Parts	13,000	13,000	0	0.0%
Training Facility Maintenance	30,000	30,000	0	0.0%
	<u>127,750</u>	<u>143,750</u>	16,000	12.5%
5131-001-600 PROFESSIONAL SERVICES/CONTRACTS				
Background Outsourcing	25,000	25,000	0	0.0%
Controlled Substance Regulated Waste Contract	4,750	4,750	0	0.0%
County of San Diego Pre Hospital Continuing Ed Provider	1,500	0	(1,500)	-100.0%
Cox Cable	180	180	0	0.0%
EMS Medical Director Contract	19,000	19,000	0	0.0%
EMS, Standards of Coverage Study & Strategic Plan	150,000	0	(150,000)	-100.0%
Extinguisher Servicing	3,500	4,000	500	14.3%
Extractor Maintenance Agreement	0	5,000	5,000	100.0%
Firefighter Physical Contract	0	72,900	72,900	100.0%
First Arriving Contract	7,400	7,400	0	0.0%
First Responder Wellness App & Wellness Counseling	40,000	40,000	0	0.0%
Haz Incident Response Team Program	169,960	169,960	0	0.0%
NBS Consulting Contract	9,380	10,000	620	6.6%
North Comm Membership	0	287,700	287,700	100.0%
PP-GEMT IGT Program/Admin Fee	1,812,370	1,400,000	(412,370)	-22.8%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>001-600 FIRE</b>				
5131-001-600 PROFESSIONAL SERVICES/CONTRACTS (CONTINUED)				
RMS - Target Solutions	9,700	9,700	0	0.0%
Station Alerting System Maintenance Contract	43,900	43,000	(900)	-2.1%
Training Tower Inspection	5,500	5,500	0	0.0%
Turnout Cleaning Inspection & Hydrostatic Testing	40,000	60,000	20,000	50.0%
Unified Disaster Council Membership	4,600	4,600	0	0.0%
	<u>2,346,740</u>	<u>2,168,690</u>	(178,050)	-7.6%
5160-001-600 TRAINING AND MEETINGS				
Seminars, Conferences, Workshops	27,250	28,750	1,500	5.5%
5162-001-600 DUES AND SUBSCRIPTIONS				
Fire Administration/Management Publications/Associations	2,200	2,200	0	0.0%
Fire EMS Publications/Associations	250	250	0	0.0%
Fire Prevention Code Books/Publications/Associations	6,500	7,500	1,000	15.4%
Training Publications/Associations	500	750	250	50.0%
	<u>9,450</u>	<u>10,700</u>	1,250	13.2%
5167-001-600 ADVERTISING AND PRINTING				
Business Cards	500	500	0	0.0%
Public Education Event Materials	0	5,500	5,500	100.0%
	<u>500</u>	<u>6,000</u>	5,500	1100.0%
5168-001-600 PERMITS				
Station EPA Permit & Haz Facility Permits	5,700	5,700	0	0.0%
5170-001-600 UTILITIES				
San Diego Gas & Electric	370,000	345,000	(25,000)	-6.8%
5171-001-600 WATER				
Water Service-Other Agencies	7,500	7,900	400	5.3%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>001-600 FIRE</b>				
5173-001-600 OTHER TELEPHONE				
Cellular Phones Monthly Service (74 cell phones)	26,800	26,800	0	0.0%
Alerting System Connectivity - Northcomm	0	25,100	25,100	100.0%
EKG Connectivity	1,800	1,800	0	0.0%
EMS Tablet	2,000	2,000	0	0.0%
Cell Phone Replacements	3,000	3,000	0	0.0%
Mobile Data Computers	15,600	0	(15,600)	-100.0%
	<u>49,200</u>	<u>58,700</u>	9,500	19.3%
5184-001-600 TUITION				
Blue Card Accreditation for Trainers	4,000	4,000	0	0.0%
Blue Card Training	2,000	2,000	0	0.0%
Fire Prevention Classes	5,000	5,000	0	0.0%
Rescue/Promotion Tuition Reimbursement	41,800	41,800	0	0.0%
Tuition Palomar College Agreement	13,000	12,750	(250)	-1.9%
	<u>65,800</u>	<u>65,550</u>	(250)	-0.4%
5190-001-600 OTHER EXPENSE				
Advanced Cardiac Life Support Skills Testing	2,500	2,500	0	0.0%
FF1 & FF2 Certification Fees	8,000	8,000	0	0.0%
Paramedic Licensing & Re-accreditation Fees	11,000	11,000	0	0.0%
Pre-Hospital Trauma Life Support (PHTLS)	1,000	1,000	0	0.0%
	<u>22,500</u>	<u>22,500</u>	0	0.0%
5193-001-600 SOFTWARE				
Constant Staffing Software Maintenance & Tech Support	14,500	14,500	0	0.0%
EMS Software Maintenance & Tech Support	16,000	16,000	0	0.0%
MDM Licensing for Tablets & Devices	840	840	0	0.0%
Tablet Command Software - Northcomm	0	25,000	25,000	100.0%
Asset Management Software	0	23,000	23,000	100.0%
Avenza Pro Software Subscription	500	500	0	0.0%
	<u>31,840</u>	<u>79,840</u>	48,000	150.8%
5194-001-600 MINOR OFFICE EQUIPMENT				
Gym Equipment	5,000	5,000	0	0.0%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>001-600 FIRE</b>				
<b>TOTAL, M &amp; O</b>	<b>3,999,660</b>	<b>3,902,510</b>	(97,150)	-2.4%
5125-001-600 BUILDING MAINTENANCE	966,300	966,300	0	0.0%
5164-001-600 FLEET SERVICES	645,160	964,430	319,270	49.5%
5165-001-600 DUPLICATING	22,520	12,530	(9,990)	-44.4%
5172-001-600 TELECOMMUNICATIONS	49,380	51,850	2,470	5.0%
5174-001-600 RADIO COMMUNICATIONS	187,490	121,890	(65,600)	-35.0%
5175-001-600 MAIL & MOBILE SERVICES	10,520	15,740	5,220	49.6%
5178-001-600 NETWORK & SYSTEMS ADMINISTRATION	288,620	283,500	(5,120)	-1.8%
5183-001-600 INSURANCE				
General Liability Insurance	101,330	504,040	402,710	397.4%
Property Insurance	131,660	300,440	168,780	128.2%
	<u>232,990</u>	<u>804,480</u>	571,490	245.3%
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>2,402,980</b>	<b>3,220,720</b>	817,740	34.0%
<b>SUBTOTAL, FIRE</b>	<b>34,405,860</b>	<b>35,356,610</b>	950,750	2.8%
5901-001-023 ALLOCATED IN				
Human Resources	0	50,000	50,000	100.0%
5902-001-600 ALLOCATED OUT				
Wastewater	(30,880)	0	30,880	-100.0%
Water	(998,560)	0	998,560	-100.0%
	<u>(1,029,440)</u>	<u>0</u>	1,029,440	-100.0%
<b>TOTAL, FIRE</b>	<b>\$33,376,420</b>	<b>\$35,406,610</b>	\$2,030,190	6.1%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>001-601 FIRE/EMERGENCY MANAGEMENT</b>				
5001-001-601 REGULAR FULL-TIME				
1 Emergency/Disaster Preparedness Manager	\$100,210	\$105,220	\$5,010	5.0%
EMPLOYEE OVERHEAD:				
5025-001-601 OTHER EMPLOYEE OVERHEAD	3,180	3,180	0	0.0%
5026-001-601 PERS-NORMAL COST	11,570	11,580	10	0.1%
5029-001-601 PERS-UNFUNDED LIABILITY	30,690	35,640	4,950	16.1%
5028-001-601 WORKERS' COMPENSATION	1,270	1,040	(230)	-18.1%
5030-001-601 FLEXIBLE BENEFITS	5,210	5,210	0	0.0%
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>152,130</b>	<b>161,870</b>	9,740	6.4%
5101-001-601 OFFICE/OPERATING SUPPLIES				
Community Emergency Response Team (CERT)	3,000	3,000	0	0.0%
EOC Supplies	4,000	4,000	0	0.0%
Miscellaneous Supplies	1,500	2,500	1,000	66.7%
Police/Fire Command Vehicle Supplies/Equipment	1,000	0	(1,000)	-100.0%
	<u>9,500</u>	<u>9,500</u>	0	0.0%
5160-001-601 TRAINING AND MEETINGS				
Seminars, Conferences, Workshops	2,000	2,000	0	0.0%
5161-001-601 MILEAGE REIMBURSEMENT				
	100	100	0	0.0%
5162-001-601 DUES & SUBSCRIPTIONS				
Dues & Subscriptions	700	700	0	0.0%
5167-001-601 ADVERTISING AND PRINTING				
Event Materials	6,000	5,500	(500)	-8.3%
Public Outreach	7,500	2,500	(5,000)	-66.7%
Publications	1,200	2,700	1,500	125.0%
	<u>14,700</u>	<u>10,700</u>	(4,000)	-27.2%

**CITY OF ESCONDIDO  
 FY 2024/25 Operating Budget  
 Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>001-601 FIRE/EMERGENCY MANAGEMENT</b>				
5173-001-601 OTHER TELEPHONE				
Cellular & EOC MiFi Access Point	2,100	2,100	0	0.0%
5184-001-601 TUITION				
Emergency Management Courses	750	750	0	0.0%
5190-001-601 OTHER EXPENSE				
Cox Cable Service	2,400	2,400	0	0.0%
<b>TOTAL, M &amp; O</b>	<b>32,250</b>	<b>28,250</b>	<b>(4,000)</b>	<b>-12.4%</b>
5178-001-601 NETWORK & SYSTEMS ADMINISTRATION	38,420	39,950	1,530	4.0%
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>38,420</b>	<b>39,950</b>	<b>1,530</b>	<b>4.0%</b>
<b>TOTAL, FIRE/EMERGENCY MANAGEMENT</b>	<b>\$222,800</b>	<b>\$230,070</b>	<b>\$7,270</b>	<b>3.3%</b>

**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Department Summary**

**NON-DEPARTMENTAL**

The Non-Departmental account includes contingencies for contractual salary and benefit obligations and expenditures not directly chargeable to other City Hall accounts, such as general City memberships, software shared for the Utility funds, and the Historical Cost Savings Reduction implemented in FY2022/23 to account for the annual savings in employee service expenses as a result of vacant positions.

**DEPARTMENT PRIORITIES**

- ✓ To account for contingencies for contractual salary and benefit obligations and other expenditures that are not directly chargeable to other General Fund departments

**SIGNIFICANT CHANGES FROM PRIOR BUDGET**

- None

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**COUNCIL  
ESSENTIAL  
SERVICE  
ALIGNMENT**

**COUNCIL  
PRIORITY  
ALIGNMENT**

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>001-701 NON-DEPARTMENTAL</b>				
5001-001-701 REGULAR FULL-TIME				
Comp-Time Payoff Contingency	\$50,000	\$50,000	\$0	0.0%
Retirement Contingency	300,000	214,810	(85,190)	-28.4%
Vacation Payoff Contingency	230,000	230,000	0	0.0%
	<u>580,000</u>	<u>494,810</u>	(85,190)	-14.7%
5026-001-701 PERS-NORMAL COST	230,000	200,000	(30,000)	-13.0%
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>810,000</b>	<b>694,810</b>	(115,190)	-14.2%
5131-001-701 PROFESSIONAL SERVICES				
Cox Cable TV Services - Training Room 1	250	240	(10)	-4.0%
5170-001-701 UTILITIES				
SDG&E - Wireless Communication Equipment	1,200	750	(450)	-37.5%
5190-001-701 OTHER EXPENSES				
LAFCO Fees	40,000	40,000	0	0.0%
Property Tax Administration	135,000	135,000	0	0.0%
San Dieguito River Park JPA	168,260	168,260	0	0.0%
	<u>343,260</u>	<u>343,260</u>	0	0.0%
5193-001-701 SOFTWARE				
Cityworks AMS/PLL - (25/25 share with Utilities)	111,300	233,630	122,330	109.9%
Origami Risk Management - (11/11 share with Utilities)	0	92,800	92,800	100.0%
Placer.ai Software Subscription	34,000	34,000	0	0.0%
Rimini Street - (11/11 share with Utilities)	179,640	157,000	(22,640)	100.0%
Workday ERP Software - (11/11 share with Utilities)	157,170	376,710	219,540	139.7%
	<u>482,110</u>	<u>894,140</u>	412,030	85.5%
<b>TOTAL, M &amp; O</b>	<b>826,820</b>	<b>1,238,390</b>	411,570	49.8%
5164-001-701 FLEET SERVICES	25,900	6,360	(19,540)	-75.4%
5165-001-701 DUPLICATING	2,650	2,650	0	0.0%
5178-001-701 NETWORK & SYSTEMS ADMINISTRATION	59,570	64,470	4,900	8.2%

**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>001-701 NON-DEPARTMENTAL</b>				
5183-001-701 INSURANCE				
General Liability Insurance	121,930	57,220	(64,710)	-53.1%
Property Insurance	<u>230</u>	<u>440</u>	210	91.3%
	122,160	57,660	(64,500)	-52.8%
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>210,280</b>	<b>131,140</b>	(79,140)	-37.6%
5902-001-701 ALLOCATED OUT				
Wastewater	(88,940)	(107,560)	(18,620)	20.9%
Water	<u>(90,700)</u>	<u>(109,680)</u>	(18,980)	20.9%
	(179,640)	(217,240)	(37,600)	20.9%
5977-001-103 COST SAVINGS REDUCTION				
Cost Savings Reduction	(1,000,000)	(1,000,000)	0	0.0%
Cost Savings Contingency	<u>400,000</u>	<u>400,000</u>	0	0.0%
	(600,000)	(600,000)	0	0.0%
<b>TOTAL, NON-DEPARTMENTAL</b>	<b>\$1,067,460</b>	<b>\$1,247,100</b>	\$179,640	16.8%

**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Department Summary**

**COMMUNITY RELATIONS**

Community Relations was established to provide funding for community service organizations, cultural and historical activities, and other community events.

**DEPARTMENT PRIORITIES**

- ✓ To bring people of the community together to celebrate cultural and historical activities, and other community events

**SIGNIFICANT CHANGES FROM PRIOR BUDGET**

- None

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**COUNCIL  
ESSENTIAL  
SERVICE  
ALIGNMENT**

**COUNCIL  
PRIORITY  
ALIGNMENT**

**CITY OF ESCONDIDO  
 FY 2024/25 Operating Budget  
 Line Item Detail**

	<u>2023/24 TOTAL FUNDING</u>	<u>2024/25 BUDGET</u>	<u>2024/25 STAFF SUPPORT</u>	<u>2024/25 TOTAL FUNDING</u>	<u>\$\$ Change</u>	<u>% Change</u>
<b>001-705 COMMUNITY RELATIONS</b>						
5131-001-705 PROFESSIONAL SERVICES						
COMMUNITY EVENT DIRECT SUPPORT						
Community Fireworks	\$50,320	\$25,000	\$31,320	\$56,320	\$6,000	11.9%
Cruisin' Grand	92,710	84,000	46,400	130,400	37,690	40.7%
Christmas Parade	32,590	0	21,000	21,000	(11,590)	-35.6%
Veteran's Day	24,200	0	0	0	(24,200)	-100.0%
<b>TOTAL, COMMUNITY RELATIONS</b>	<b>\$199,820</b>	<b>\$109,000</b>	<b>\$98,720</b>	<b>\$207,720</b>	<b>\$7,900</b>	<b>4.0%</b>

**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Department Summary**

## LIBRARY

Beginning in Mid-January 2018, management of Library staffing and services is provided by Library Systems & Services, LLC (LS&S). Escondido Public Library provides free access to resources and materials that promote the joy of reading, study, research, and learning. The Library offers community members of all ages and backgrounds high quality educational and cultural programs and services throughout the year.

The circulating collection contains over 143,000 items in print, audio, and digital formats. Community members enjoy a wide selection of fiction and non-fiction books, magazines, CDs, DVDs, eBooks, eMagazines, eAudiobooks, and premium online subscription resources, including access to over one million additional eBooks, eComics, eAudiobooks, and streaming videos for recreation, research and study. Our staff of library professionals assist patrons with finding reading materials, research resources, and promote technology and information literacy.

Powered by high speed broadband, free WiFi is accessible and free public computers and laptops are available for in-house use. Digital online research, resources, and study tools can be accessed on the Library's website.

Programs for children include storytimes to promote early literacy, and events that encourage learning and discovery for school-age youth. The Library's annual Summer Reading program celebrates recreational reading while maintaining a focus on retention of reading skills when school is not in session.

Escondido Public Library's thriving volunteer program provides opportunities for community members, 14 years and older, to engage and give back by donating their time to support Library operations.

Year-round signature programs include book discussion groups for children, teens, and adults, writers' group meetings, concerts, and special engagements with authors and speakers.

Literacy Services' *Read: Succeed* program connects adults seeking to improve their reading and writing skills with trained volunteer tutors through one-on-one and small group instruction.

The Pioneer Room, Escondido Library's local history archive, has a unique collection of newspapers, books and primary documents, materials, photos, maps, directories and records dating back to the City's founding.

### **DEPARTMENT PRIORITIES**

- ✓ Carry out goals and objectives outlined in the strategic plan
- ✓ Expand user base through increased community outreach activities

### **SIGNIFICANT CHANGES FROM PRIOR BUDGET**

- In FY2024/25 and FY2025/26 the management agreement with LS&S will be funded with American Rescue Plan Act funds.

**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Department Summary**

**LIBRARY**

**COUNCIL  
ESSENTIAL  
SERVICE  
ALIGNMENT**

**COUNCIL  
PRIORITY  
ALIGNMENT**



ELIMINATE THE  
STRUCTURAL  
DEFICIT

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>001-104 LIBRARY</b>				
5029-001-104 PERS-UNFUNDED LIABILITY	\$340,540	\$0	(\$340,540)	-100.0%
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>340,540</b>	<b>0</b>	<b>(340,540)</b>	<b>-100.0%</b>
5131-001-104 PROFESSIONAL SERVICES/CONTRACTS				
Library Systems & Services, LLC (LS&S)	2,945,140	0	(2,945,140)	-100.0%
<b>TOTAL, M &amp; O</b>	<b>2,945,140</b>	<b>0</b>	<b>(2,945,140)</b>	<b>-100.0%</b>
5125-001-104 BUILDING MAINTENANCE	202,300	202,300	0	0.0%
5165-001-104 DUPLICATING	34,570	43,450	8,880	25.7%
5172-001-104 TELECOMMUNICATIONS	16,600	17,450	850	5.1%
5175-001-104 MAIL & MOBILE SERVICES	4,880	3,420	(1,460)	-29.9%
5178-001-104 NETWORK & SYSTEMS ADMINISTRATION	171,400	163,530	(7,870)	-4.6%
5183-001-104 INSURANCE				
General Liability Insurance	3,690	17,560	13,870	375.9%
Property Insurance	51,920	96,260	44,340	85.4%
	<u>55,610</u>	<u>113,820</u>	58,210	104.7%
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>485,360</b>	<b>543,970</b>	58,610	12.1%
<b>TOTAL, LIBRARY</b>	<b>\$3,771,040</b>	<b>\$543,970</b>	(\$3,227,070)	-85.6%

CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Department Summary

**CENTER FOR THE ARTS**

With a mission of bringing people together to discover, create and celebrate both the visual and performing arts, the California Center for the Arts (CCA), Escondido is the cultural center of North San Diego County.

The Center’s unique campus includes a 1,500-seat concert hall, a 400-seat theater, a contemporary art museum, art and dance studios, and a full-service conference center with meeting and banquet facilities ready to host corporate gatherings, weddings and other special life events.

The Center also runs an extensive education program and produces free community events, such as the Jazz Jam Sessions, Musica En La Plaza, 4th of July celebration, Day of the Dead Festival, Holiday Tree Lighting and WOW First Wednesday’s performances.

The Center’s activities are guided by a Board of Trustees and an administration and staff who are dedicated to furthering arts entertainment and arts education in the community, by sustaining and expanding programs that provide cultural enrichment for residents of North County and beyond.

**DEPARTMENT PRIORITIES**

- ✓ To account for transactions related to the operations of the California Center for the Arts Escondido, which is managed by the Center for the Arts Foundation

**SIGNIFICANT CHANGES FROM PRIOR BUDGET**

- In FY2024/25 the management agreement with the Foundation will be funded with American Rescue Plan Act funds.

**COUNCIL  
ESSENTIAL  
SERVICE  
ALIGNMENT**

**COUNCIL  
PRIORITY  
ALIGNMENT**



**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>001-140 CENTER FOR THE ARTS</b>				
5131-001-140 PROFESSIONAL SERVICES/CONTRACTS				
Management Fee	\$660,000	\$0	(\$660,000)	-100.0%
5170-001-140 UTILITIES				
San Diego Gas & Electric	1,177,300	0	(1,177,300)	-100.0%
5190-001-140 OTHER EXPENSE				
Palomar Energy - SDG&E Development Agreement	200,000	200,000	0	0.0%
5169-001-140 OTHER INSURANCE				
City portion of CCAE Premiums (75%)	108,900	0	(108,900)	100.0%
<b>TOTAL, M &amp; O</b>	<b>\$2,146,200</b>	<b>\$200,000</b>	<b>(1,946,200)</b>	<b>-90.7%</b>
5125-001-140 BUILDING MAINTENANCE	1,008,960	1,008,960	0	0.0%
5172-001-140 TELECOMMUNICATIONS	17,870	11,660	(6,210)	-34.8%
5178-001-140 NETWORK & SYSTEMS ADMINISTRATION	74,340	61,560	(12,780)	-17.2%
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>1,101,170</b>	<b>1,082,180</b>	<b>(18,990)</b>	<b>-1.7%</b>
<b>TOTAL, CENTER FOR THE ARTS</b>	<b>\$3,247,370</b>	<b>\$1,282,180</b>	<b>(\$1,965,190)</b>	<b>-60.5%</b>

# SPECIAL REVENUE FUNDS

CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Department Summary

**VEHICLE PARKING DISTRICT**

The City of Escondido has seven public parking lots maintained by the Public Works/Parks Division and designated as within the Vehicle Parking District. City staff and service contracts handle the pavements, sidewalks, drainage structures, lighting, signs, striping, sweeping, trash collection, landscaping and irrigation of these lots. The lots are accessible from the alleys on either side of Grand Avenue as well as directly from Valley Parkway and 2nd Street. Other public parking spaces adjacent to City buildings such as City Hall, California Center for the Arts Escondido, Escondido Library or Jim Stone Pool are not within or maintained by the established Vehicle Parking District.

The seven public parking lots within the Vehicle Parking District contain just under 500 parking spaces serving the downtown business district.

**DEPARTMENT PRIORITIES**

- ✓ Maintain seven downtown public parking lots establishing the Vehicle Parking District for safety and appearance.

**SIGNIFICANT CHANGES FROM PRIOR BUDGET**

- None

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<b>COUNCIL ESSENTIAL SERVICE ALIGNMENT</b>	 <b>PUBLIC WORKS</b>	 <b>KEEP CITY CLEAN</b>
<b>COUNCIL PRIORITY ALIGNMENT</b>		

**CITY OF ESCONDIDO  
 FY 2024/25 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:**

Transfer from General Fund	\$104,590
<b>TOTAL, Sources</b>	<b>\$104,590</b>

**Uses of Funds:**

<u>Operating Budget</u>	
Maintenance and Operations	12,000
Allocations	92,590
<b>TOTAL, Uses</b>	<b>\$104,590</b>

**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Line Item Detail**

	<u>2023/24 REVISED</u>	<u>2024/25 BUDGET</u>	<u>\$\$ Change</u>	<u>% Change</u>
<b>107-409 VEHICLE PARKING DISTRICT</b>				
5101-107-409 OFFICE & OPERATING SUPPLIES	\$200	\$200	\$0	0.0%
5170-107-409 UTILITIES				
San Diego Gas & Electric	4,800	4,800	0	0.0%
5171-107-409 WATER	7,000	7,000	0	0.0%
<b>TOTAL, M &amp; O</b>	<b>12,000</b>	<b>12,000</b>	0	0.0%
<b>SUBTOTAL, VEHICLE PARKING DISTRICT</b>	<b>12,000</b>	<b>12,000</b>	0	0.0%
5901-107-409 ALLOCATED IN				
Maintenance-Parks	24,030	24,550	520	2.2%
Maintenance-Streets	<u>68,570</u>	<u>68,040</u>	(530)	-0.8%
	92,600	92,590	(10)	0.0%
<b>TOTAL, VEHICLE PARKING DISTRICT</b>	<b>\$104,600</b>	<b>\$104,590</b>	(\$10)	0.0%

CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Department Summary

**REIDY CREEK GOLF COURSE**

Reidy Creek is a challenging executive par 3 golf course. One of the great benefits of Reidy Creek is you can play 18 holes in less than three hours. The value combined with the challenge and condition of the course makes Reidy Creek a hidden gem amongst the county's golf courses. Reidy Creek is also home to disc golf and footgolf, making it the ideal sports facility for all skill levels and ages. Before or after your round, the Creekside Tavern in this Escondido, CA golf course offers a wide variety of your favorite beers and wines including some of San Diego's award-winning local craft brews. Enjoy a variety of snacks paired with the friendliest and always professional staff.

**DEPARTMENT PRIORITIES**

- ✓ Continue to increase exposure to new golfers, foot golfers, and disc golfers
- ✓ Bring in more leagues and tournaments
- ✓ Continue to bring in creative sporting events as well as special events to increase revenue

**SIGNIFICANT CHANGES FROM PRIOR BUDGET**

- None

**COUNCIL  
ESSENTIAL  
SERVICE  
ALIGNMENT**



**COUNCIL  
PRIORITY  
ALIGNMENT**

**CITY OF ESCONDIDO  
 FY 2024/25 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. In September 2022, City Council approved a management agreement with Escondido Golf, LLC who is now operating the course.

**Sources of Funds:**

Green Fees	\$672,700
Cart Rental	240,250
Golf Merchandise Sales	40,300
Food and Beverage Rent	14,650
Other Revenue	26,700
Use of Available Fund Balance	26,200
<b>TOTAL, Sources</b>	<b>\$1,020,800</b>

**Uses of Funds:**

<u>Operating Budget</u>	
Maintenance and Operations	\$1,020,800
<b>TOTAL, Uses</b>	<b>\$1,020,800</b>

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>553-130 REIDY CREEK GOLF COURSE</b>				
5118-553-130 MISCELLANEOUS MOTIVE				
Golf Carts Lease	\$10,280	\$10,280	\$0	0.0%
5131-553-130 PROFESSIONAL SERVICES				
Golf Course Management Fees	76,880	78,320	1,440	1.9%
5155-553-130 GOLF SHOP OPERATIONS				
Golf Course Operation Expenses	310,250	336,940	26,690	8.6%
5156-553-130 GOLF COURSE MAINTENANCE	440,660	459,330	18,670	4.2%
5157-553-130 GOLF COURSE GENERAL AND ADMIN	126,000	106,910	(19,090)	-15.2%
5158-553-130 GOLF COURSE MERCHANDISE				
Golf Course Shop Merchandise	41,200	29,020	(12,180)	-29.6%
<b>TOTAL, M &amp; O</b>	<b>1,005,270</b>	<b>1,020,800</b>	15,530	1.5%
<b>TOTAL, REIDY CREEK GOLF COURSE</b>	<b>\$1,005,270</b>	<b>\$1,020,800</b>	\$15,530	1.5%

**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Department Summary**

**COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ADMINISTRATION**

Community Development Block Grant Administration administers a variety of programs and is committed to improving low- and moderate-income neighborhoods by facilitating public services and capital improvements and supporting neighborhood groups.

The CDBG program is a federal block grant program established in 1974 to ensure decent affordable housing, to provide services to the most vulnerable in our communities, and to create jobs through the expansion and retention of businesses. CDBG is an important tool for helping local governments tackle serious challenges facing their communities. In Escondido, CDBG has been used to fund public services, including programs and services for seniors, youth recreation programs, and food distribution and homelessness prevention programs. CDBG funds have also been used to fund revitalization efforts including Code Enforcement, neighborhood clean ups, graffiti removal and capital improvement projects.

**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
- ✓ Continue neighborhood improvement projects
- ✓ Implement One-Year Action Plan consistent with the Five-Year Consolidated Plan

**SIGNIFICANT CHANGES FROM PRIOR BUDGET**

- Consultant services line-item was increased to allow better contracting oversight

**COUNCIL  
ESSENTIAL  
SERVICE  
ALIGNMENT**

				
POLICE SERVICES	KEEP CITY CLEAN	LAND USE/ DEVELOPMENT	PUBLIC WORKS	PARKS FACILITIES

**COUNCIL  
PRIORITY  
ALIGNMENT**

  
IMPROVE PUBLIC SAFETY

**CITY OF ESCONDIDO  
 FY 2024/25 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:**

	Grant	\$1,768,220
	<b>TOTAL, Sources</b>	<b><u><u>\$1,768,220</u></u></b>

**Uses of Funds:**

<u>Operating Budget</u>		
	Employee Services	\$257,130
	Maintenance and Operations	49,150
	Internal Service Charges	36,940
	Allocations	<u>(50,000)</u>
	<b>TOTAL, Operating Budget</b>	<b><u><u>\$293,220</u></u></b>
	CDBG Capital Projects	1,170,000
	CDBG Fair Housing Contract	35,000
	CDBG Public Service	<u>270,000</u>
	<b>TOTAL, Uses</b>	<b><u><u>\$1,768,220</u></u></b>

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>116-109 CDBG ADMIN</b>				
5002-116-109 CONTRACT AND GRANT FUNDED POSITIONS				
1 Management Analyst I/II	\$64,150	\$72,510	\$8,360	13.0%
1 Program Coordinator	68,980	67,420	(1,560)	-2.3%
Bilingual Pay	1,950	1,950	0	0.0%
Vacation Contingency	2,600	2,600	0	0.0%
	<u>137,680</u>	<u>144,480</u>	6,800	4.9%
EMPLOYEE OVERHEAD:				
5025-116-109 OTHER EMPLOYEE OVERHEAD	4,330	4,410	80	1.8%
5026-116-109 PERS-NORMAL COST	15,380	16,160	780	5.1%
5029-116-109 PERS-UNFUNDED LIABILITY	60,430	50,330	(10,100)	-16.7%
5027-116-109 MEDICAL	36,000	36,180	180	0.5%
5028-116-109 WORKERS' COMPENSATION	1,690	1,470	(220)	-13.0%
5030-116-109 FLEXIBLE BENEFITS	3,770	4,100	330	8.8%
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>259,280</b>	<b>257,130</b>	(2,150)	-0.8%
5101-116-109 OFFICE/OPERATING SUPPLIES				
General Office and Meeting Supplies	2,000	2,000	0	0.0%
5131-116-109 PROFESSIONAL SERVICES/CONTRACTS				
Consultant Services (5 Yr Con Plan)	1,000	40,000	39,000	3900.0%
Translation Services	0	0	0	0.0%
	<u>1,000</u>	<u>40,000</u>	39,000	3900.0%
5160-116-109 TRAINING AND MEETINGS				
Seminars, Conferences, Workshops	3,000	3,000	0	0.0%
5161-116-109 MILEAGE REIMBURSEMENT	300	300	0	0.0%
5166-116-109 OTHER DUPLICATING	500	500	0	0.0%
5167-116-109 ADVERTISING AND PRINTING				
Legal Notices	1,500	1,500	0	0.0%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>116-109 CDBG ADMIN</b>				
5173-116-109 OTHER TELEPHONE				
Cellular Phone Service	1,350	1,350	0	0.0%
5190-116-109 OTHER EXPENSE				
Community Events	500	500	0	0.0%
<b>TOTAL, M &amp; O</b>	<b>10,150</b>	<b>49,150</b>	39,000	384.2%
5125-116-109 BUILDING MAINTENANCE	9,970	9,970	0	0.0%
5164-116-109 FLEET SERVICES	1,070	240	(830)	-77.6%
5165-116-109 DUPLICATING	1,150	470	(680)	-59.1%
5172-116-109 TELECOMMUNICATIONS	690	650	(40)	-5.8%
5175-116-109 MAIL & MOBILE SERVICES	400	190	(210)	-52.5%
5178-116-109 NETWORK & SYSTEMS ADMINISTRATIC	8,590	6,160	(2,430)	-28.3%
5183-116-109 INSURANCE				
General Liability Insurance	3,730	17,640	13,910	372.9%
Property Insurance	790	1,620	830	105.1%
	<u>4,520</u>	<u>19,260</u>	14,740	326.1%
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>26,390</b>	<b>36,940</b>	10,550	40.0%
<b>SUBTOTAL, CDBG/ADMIN</b>	<b>295,820</b>	<b>343,220</b>	47,400	16.0%

**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>116-109 CDBG ADMIN</b>				
5901-116-109 ALLOCATED IN				
City Council	4,840	0	(4,840)	-100.0%
City Manager	16,590	0	(16,590)	-100.0%
Finance	22,440	0	(22,440)	-100.0%
Human Resources	4,030	0	(4,030)	-100.0%
Digital Media Services	440	0	(440)	-100.0%
	<u>48,340</u>	<u>0</u>	<u>(48,340)</u>	<u>-100.0%</u>
5902-116-109 ALLOCATED OUT				
Neighborhood Services-CDBG Capital Projects	(65,160)	(50,000)	15,160	-23.3%
Successor Agency-Housing	(5,920)	0	5,920	-100.0%
	<u>(71,080)</u>	<u>(50,000)</u>	<u>21,080</u>	<u>-29.7%</u>
<b>TOTAL, CDBG ADMIN</b>	<b>\$273,080</b>	<b>\$293,220</b>	<b>\$20,140</b>	<b>7.4%</b>

**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Department Summary**

## LANDSCAPE MAINTENANCE DISTRICT (LMD)

A Landscape Maintenance District (LMD) is a financing mechanism utilized when the development of a neighborhood in the community is identified with a special benefit by certain improvements such as landscaping. Pursuant to the terms of the State of California “Landscaping and Lighting Act of 1972” the City of Escondido Landscape Maintenance Assessment District (LMD) was formed in 1986 as a means to fund the ongoing maintenance of landscape improvements associated with the development of specific properties within the City of Escondido. Beginning with just one zone the LMD has grown to thirty-eight zones in 2021.

The landscape design and ongoing maintenance, along with the supporting budget, are specific to each zone. Funding for the maintenance in each LMD zone is provided by assessments to the property owners on an annual basis and can only be used in the specific zone associated with the property owners in that zone.

Landscape design and maintenance standards in the LMD have evolved since its formation in 1986 with the need to look more closely at water conservation and landscape design that supports this conservation effort. In addition to designing landscaping to include more drought tolerant plant material the City has made efforts to be more efficient in the use of water on existing landscaping. Starting in 2016, the City took advantage of rebate programs offered by the Metropolitan Water District to purchase web-based irrigation controllers and water-efficient irrigation nozzles for use in the LMD that will reduce water use and the related costs. The City anticipates using cost savings to continue the plant replacement process utilizing drought tolerant vegetation and water-efficient irrigation within each zone as budgets allow.

The City is committed to the efficient management of the LMD with the goal of maintaining attractive landscaping that provides special benefit to the property owners in each neighborhood within the LMD.

### **DEPARTMENT PRIORITIES**

- ✓ Provide contract administration and manage landscape maintenance contractors to ensure compliance with the maintenance standards of the Landscape Maintenance District’s maintenance program in each LMD zone
- ✓ 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

### **SIGNIFICANT CHANGES FROM PRIOR BUDGET**

- None

CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Department Summary

**LANDSCAPE MAINTENANCE DISTRICT (LMD)**

**COUNCIL  
ESSENTIAL  
SERVICE  
ALIGNMENT**



**COUNCIL  
PRIORITY  
ALIGNMENT**

**CITY OF ESCONDIDO  
FY 2024/25 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.

**Sources of Funds:**

Assessments	\$1,060,410
Use of Available Fund Balance	407,270
<b>TOTAL, Sources</b>	<b><u><u>\$1,467,680</u></u></b>

**Uses of Funds:**

<u>Operating Budget</u>	
Maintenance and Operations	\$1,225,990
Internal Service Charges	6,470
Allocations	235,220
<b>TOTAL, Uses</b>	<b><u><u>\$1,467,680</u></u></b>

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>123-795 LANDSCAPE MAINTENANCE DISTRICT</b>				
5131-123-795 PROFESSIONAL SERVICES				
Professional Services	\$723,120	\$776,540	\$53,420	7.4%
5170-123-795 UTILITIES				
San Diego Gas & Electric	16,610	16,430	(180)	-1.1%
5171-123-795 WATER	435,260	433,020	(2,240)	-0.5%
<b>TOTAL, M &amp; O</b>	<b>1,174,990</b>	<b>1,225,990</b>	51,000	4.3%
5183-123-795 INSURANCE				
General Liability Insurance	5,400	6,470	1,070	19.8%
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>5,400</b>	<b>6,470</b>	1,070	19.8%
<b>SUBTOTAL, LANDSCAPE MAINTENANCE DISTRICT</b>	<b>1,180,390</b>	<b>1,232,460</b>	52,070	4.4%
5901-123-795 ALLOCATED IN				
Engineering	127,200	148,470	21,270	16.7%
Finance	6,400	6,200	(200)	-3.1%
Maintenance/Parks	85,330	80,550	(4,780)	-5.6%
	<u>218,930</u>	<u>235,220</u>	16,290	7.4%
<b>TOTAL, LANDSCAPE MAINTENANCE DISTRICT</b>	<b>\$1,399,320</b>	<b>\$1,467,680</b>	\$68,360	4.9%

**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Department Summary**

**SUCCESSOR AGENCY - HOUSING**

Successor Agency - Housing administers a variety of programs providing affordable housing for low-income households including building, buying, and/or rehabilitating affordable housing for rent or homeownership. The dissolution of the California redevelopment agencies in 2012 eliminated the major source of local publicly generated dollars earmarked for affordable housing. The City of Escondido established a Successor Housing Agency to manage all assets, liabilities, duties, and obligations associated with the housing activities of the Community Development Commission (CDC), excluding any amount in the Low and Moderate Income Housing Fund. Transferred assets consisted of loans made to the CDC and land owned by the CDC. Proceeds from these assets will be deposited into the Low and Moderate Income Housing Asset Fund (“Housing Asset Fund”). Recent projects have included the continuation of the Senior Rental Subsidy program for extremely low-income seniors, and acquisition-rehabilitation development, and a new construction development.

**DEPARTMENT PRIORITIES**

- ✓ Continue to stimulate economic development through the use of affordable housing funds by providing affordable housing programs and new affordable housing opportunities
- ✓ Continue to provide the highest level of customer service
- ✓ Assess the effectiveness of affordable housing programs and special projects through collection and analysis of available statistical and anecdotal information
- ✓ Implement direction from City Council on Successor Housing Agency program additions and/or program changes
- ✓ Leverage resources to assist homeless individuals as well as those at imminent risk of homelessness

**SIGNIFICANT CHANGES FROM PRIOR BUDGET**

- None

**COUNCIL  
ESSENTIAL  
SERVICE  
ALIGNMENT**



**COUNCIL  
PRIORITY  
ALIGNMENT**



**CITY OF ESCONDIDO  
 FY 2024/25 Operating Budget  
 Special Revenue Fund Sources and Uses**

**SUCCESSOR AGENCY-HOUSING**

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

**Sources of Funds:**

Loan Repayments	\$641,350
Transfer from General Fund	25,000
<b>TOTAL, Sources</b>	<b><u><u>\$666,350</u></u></b>

**Uses of Funds:**

<u>Operating Budget</u>	
Employee Services	\$595,800
Maintenance and Operations	122,850
Internal Service Charges	85,700
Allocations	(156,750)
<b>TOTAL, Operating Budget</b>	<b><u><u>647,600</u></u></b>
Housing Programs/Future Development	18,750
<b>TOTAL, Uses</b>	<b><u><u>\$666,350</u></u></b>

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>281-081 SUCCESSOR AGENCY-HOUSING</b>				
5001-281-081 REGULAR FULL-TIME				
1 Housing & Neighborhood Services Manager	\$127,980	\$128,000	\$20	0.0%
1 Housing & Neigh Svcs Prog Coordinator ( <i>Program Coordinator</i> )	69,060	70,790	1,730	2.5%
2 Management Analyst I/II	142,120	154,860	12,740	9.0%
Bilingual Pay	1,950	3,900	1,950	100.0%
	<u>341,110</u>	<u>357,550</u>	16,440	4.8%
EMPLOYEE OVERHEAD:				
5025-281-001 OTHER EMPLOYEE OVERHEAD	9,700	10,450	750	7.7%
5026-281-081 PERS-NORMAL COST	39,170	40,850	1,680	4.3%
5029-281-081 PERS-UNFUNDED LIABILITY	84,230	113,600	29,370	34.9%
5027-281-081 MEDICAL	55,610	54,750	(860)	-1.5%
5028-281-081 WORKERS' COMPENSATION	4,310	3,680	(630)	-14.6%
5030-281-081 FLEXIBLE BENEFITS	14,400	14,920	520	3.6%
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>548,530</b>	<b>595,800</b>	47,270	8.6%
5101-281-081 OFFICE/OPERATING SUPPLIES	2,500	2,500	0	0.0%
5131-281-081 PROFESSIONAL SERVICES/CONTRACTS				
Compliance Services	12,000	12,000	0	0.0%
City-wide Affirmatively Fair Housing Marketing Plan	20,000	20,000	0	0.0%
Financial Analysis Consultant	40,000	40,000	0	0.0%
Lead Based Paint Program	5,000	5,000	0	0.0%
Mortgage Certificate Credits (MCC)	1,000	0	(1,000)	-100.0%
Pro 1099 Software (1098 Mortgage Interest)	500	500	0	0.0%
Legal Services	20,000	0	(20,000)	-100.0%
	<u>98,500</u>	<u>77,500</u>	(21,000)	-21.3%
5136-281-081 RENTAL SUBSIDY	37,100	37,100	0	0.0%
5160-281-081 TRAINING AND MEETINGS				
Seminars, Conferences, Workshops	3,000	3,000	0	0.0%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>281-081 SUCCESSOR AGENCY-HOUSING</b>				
5161-281-081 MILEAGE REIMBURSEMENT				
Miscellaneous	750	750	0	0.0%
5162-281-081 DUES AND SUBSCRIPTIONS				
Professional Organizations	1,500	1,500	0	0.0%
5167-281-081 ADVERTISING AND PRINTING				
Public Hearing Notices, Miscellaneous	500	500	0	0.0%
5190-281-081 OTHER EXPENSE				
Rent Review Management-Postage & Printing	1,650	0	(1,650)	-100.0%
<b>TOTAL, M &amp; O</b>	<b>145,500</b>	<b>122,850</b>	<b>(22,650)</b>	<b>-15.6%</b>
5125-281-081 BUILDING MAINTENANCE	4,810	4,810	0	0.0%
5165-281-081 DUPLICATING	530	100	(430)	-81.1%
5172-281-081 TELECOMMUNICATIONS	1,720	1,410	(310)	-18.0%
5175-281-081 MAIL & MOBILE SERVICES	5,040	2,630	(2,410)	-47.8%
5178-281-081 NETWORK & SYSTEMS ADMINISTRATION	6,070	10,410	4,340	71.5%
5183-281-081 INSURANCE				
General Liability Insurance	4,980	65,470	60,490	1214.7%
Property Insurance	400	870	470	117.5%
	<u>5,380</u>	<u>66,340</u>	60,960	1133.1%
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>23,550</b>	<b>85,700</b>	62,150	263.9%
<b>SUBTOTAL, SUCCESSOR AGENCY-HOUSING</b>	<b>717,580</b>	<b>804,350</b>	86,770	12.1%

**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>281-081 SUCCESSOR AGENCY-HOUSING</b>				
5901-281-081 ALLOCATED IN				
CDBG Admin	5,920	0	(5,920)	-100.0%
Finance	<u>22,200</u>	<u>23,310</u>	1,110	5.0%
	28,120	23,310	(4,810)	-17.1%
5902-281-081 ALLOCATED OUT				
CDBG-CIP	(49,840)	(62,880)	(13,040)	26.2%
HOME	(82,550)	(81,460)	1,090	-1.3%
Mobilehome Park Management	<u>(39,630)</u>	<u>(35,720)</u>	3,910	-9.9%
	(172,020)	(180,060)	(8,040)	4.7%
<b>TOTAL, SUCCESSOR AGENCY-HOUSING</b>	<b>\$573,680</b>	<b>\$647,600</b>	\$73,920	12.9%

CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Department Summary

**MOBILEHOME PARK MANAGEMENT**

Mobilehome Park Management coordinates transactions related to the management of individual City owned lots at Mountain Shadows and Escondido Views mobilehome parks. The City of Escondido purchased Mountain Shadows and Escondido Views mobilehome parks in the 1990s in order to assist residents in converting these two parks to resident owned (condominium) parks using Redevelopment funds and a Mobilehome Park Resident Ownership Program (MPROP) loan. Several residents did not purchase their lots and the City has retained ownership of four lots in Escondido Views Mobile Home Park and twenty lots in Mountain Shadows Mobile Home Park. Mobilehome Park Management acts as the landlord to twenty-four mobilehome coach owners. Efforts are made to sell the lots as tenants leave the Parks. There are four remaining lots in the Escondido Views Park and nineteen remaining lots in the Mountain Shadows Park.

**DEPARTMENT PRIORITIES**

- ✓ Continue to manage City owned lots in the Mountain Shadows and Escondido Views mobilehome parks
- ✓ Minimize operating costs whenever possible
- ✓ Continue to provide highest level of customer service
- ✓ Continue to market and sell lots in compliance with the Surplus Land Act

**SIGNIFICANT CHANGES FROM PRIOR BUDGET**

- None

**COUNCIL  
ESSENTIAL  
SERVICE  
ALIGNMENT**



**COUNCIL  
PRIORITY  
ALIGNMENT**

**CITY OF ESCONDIDO  
 FY 2024/25 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.

**Sources of Funds:**

Rental Income-Escondido Views	\$31,000
Rental Income-Mountain Shadows	125,000
Use of Available Fund Balance	19,520
<b>TOTAL, Sources</b>	<b><u><u>\$175,520</u></u></b>

**Uses of Funds:**

Maintenance and Operations	\$137,000
Internal Service Charges	2,800
Allocations	35,720
<b>TOTAL, Uses</b>	<b><u><u>\$175,520</u></u></b>

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24 REVISED</u>	<u>2024/25 BUDGET</u>	<u>\$ Change</u>	<u>% Change</u>
<b>283-083 MOBILEHOME PARK MANAGEMENT</b>				
5101-283-083 OFFICE/OPERATING SUPPLIES	\$100	\$100	\$0	0.0%
5131-283-083 PROFESSIONAL SERVICES				
Foreclosures/Evictions/Abandonments	5,000	0	(5,000)	-100.0%
HOA Dues - Escondido Views	10,710	13,000	2,290	21.4%
HOA Dues - Mountain Shadows	42,000	42,000	0	0.0%
Meter Reading Services	1,220	8,500	7,280	596.7%
Property Management	50,000	0	(50,000)	-100.0%
Utilities	70,000	70,000	0	0.0%
	<u>178,930</u>	<u>133,500</u>	(45,430)	-25.4%
5167-283-083 ADVERTISING & PRINTING	250	0	(250)	-100.0%
5190-283-083 OTHER EXPENSE				
Possessory Interest Tax: Mountain Shadows	2,770	2,900	130	4.7%
Possessory Interest Tax: The Views	360	500	140	38.9%
	<u>3,130</u>	<u>3,400</u>	270	8.6%
<b>TOTAL, M &amp; O</b>	<b>182,410</b>	<b>137,000</b>	(45,410)	-24.9%
5183-283-083 INSURANCE				
General Liability Insurance	300	2,030	1,730	576.7%
Property Insurance	410	770	360	87.8%
	<u>710</u>	<u>2,800</u>	2,090	294.4%
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>710</b>	<b>2,800</b>	2,090	294.4%
<b>SUBTOTAL, MOBILEHOME PARK MANAGEMENT</b>	<b>183,120</b>	<b>139,800</b>	(43,320)	-23.7%
5901-283-083 ALLOCATED IN				
Successor Agency-Housing	39,630	35,720	(3,910)	-9.9%
<b>TOTAL, MOBILEHOME PARK MANAGEMENT</b>	<b>\$222,750</b>	<b>\$175,520</b>	(\$47,230)	-21.2%

CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Department Summary

**HOME PROGRAM**

HOME Program administers a variety of programs providing affordable housing for low-income households including building, buying, and/or rehabilitating affordable housing for rent or homeownership.

The HOME program is a federal block grant program established by the 1990 Cranston-Gonzalez National Affordable Housing Act to implement local housing strategies designed to increase homeownership and affordable housing opportunities for low and very low-income Americans. Participating jurisdictions may choose among a broad range of eligible activities. Escondido has chosen to focus on using HOME funds to provide assistance to first time homebuyers and to build or rehabilitate housing for rent or ownership.

**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

**SIGNIFICANT CHANGES FROM PRIOR BUDGET**

- None

**COUNCIL  
ESSENTIAL  
SERVICE  
ALIGNMENT**



**COUNCIL  
PRIORITY  
ALIGNMENT**



**CITY OF ESCONDIDO  
 FY 2024/25 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.

**Sources of Funds:**

Grant	\$650,000
Loan Repayments	180,180
<b>TOTAL, Sources</b>	<b><u>830,180</u></b>

**Uses of Funds:**

<u>Operating Budget</u>	
Maintenance and Operations	\$73,000
Internal Service Charges	720
Allocations	81,460
<b>TOTAL, Operating Budget</b>	<b><u>155,180</u></b>
Programs	675,000
<b>TOTAL, Uses</b>	<b><u>830,180</u></b>

**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Line Item Detail**

	<u>2023/24 REVISED</u>	<u>2024/25 BUDGET</u>	<u>\$ Change</u>	<u>% Change</u>
<b>284-084 HOME PROGRAM</b>				
5101-284-084 OFFICE/OPERATING SUPPLIES	\$1,000	\$1,000	\$0	0.0%
5131-284-084 PROFESSIONAL SERVICES/CONTRACTS				
Compliance Services	12,000	12,000	0	0.0%
Professional Services - BBK	20,000	20,000	0	100.0%
Professional Services - Affordable Agreement	10,000	10,000	0	100.0%
Professional Services - Fee Restructure	15,000	15,000	0	100.0%
Professional Services - Solutions	10,000	10,000	0	0.0%
	<u>67,000</u>	<u>67,000</u>	0	0.0%
5160-284-084 TRAINING AND MEETINGS				
Seminars, Conferences, Workshops	3,000	3,000	0	0.0%
5161-284-084 MILEAGE REIMBURSEMENT				
Miscellaneous	500	500	0	0.0%
5162-284-084 DUES AND SUBSCRIPTIONS				
Professional Organizations	500	500	0	0.0%
5167-284-084 ADVERTISING AND PRINTING				
Legal Notices	750	750	0	0.0%
Printing	250	250	0	0.0%
	<u>1,000</u>	<u>1,000</u>	0	0.0%
<b>TOTAL, M &amp; O</b>	<b>73,000</b>	<b>73,000</b>	0	0.0%
5183-284-084 INSURANCE				
General Liability Insurance	80	720	640	800.0%
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>80</b>	<b>720</b>	640	800.0%
<b>SUBTOTAL, HOME PROGRAM</b>	<b>73,080</b>	<b>73,720</b>	640	0.9%
5901-284-084 ALLOCATED IN				
Successor Agency Housing	82,550	81,460	(1,090)	-1.3%
<b>TOTAL, HOME PROGRAM</b>	<b>\$155,630</b>	<b>\$155,180</b>	(\$450)	-0.3%

**CITY OF ESCONDIDO  
 FY 2024/25 Operating Budget  
 Special Revenue Fund Sources and Uses**

**CFD NO. 2020-1(THE SERVICES)**

This fund was created to account for transactions related to funding municipal services required for new development within The Services CFD.

**Sources of Funds:**

Special Assessments	\$0
<b>TOTAL, Sources</b>	<b>\$0</b>

**Uses of Funds:**

<u>Operating Budget</u>	
Maintenance and Operations	\$0
<b>TOTAL, Operating Budget</b>	<b>-</b>
Transfer to General Fund	-
<b>TOTAL, Uses</b>	<b>\$0</b>

**CITY OF ESCONDIDO  
 FY 2024/25 Operating Budget  
 Line Item Detail**

	<u>2023/24 REVISED</u>	<u>2024/25 BUDGET</u>	<u>\$\$ Change</u>	<u>% Change</u>
<b>296-096 CFD-NO. 2020-1(THE SERVICES)</b>				
5131-296-096 PROFESSIONAL SERVICES/CONTRACTS	\$10,000	\$0	(\$10,000)	-100.0%
<b>TOTAL, CFD-NO. 2020-1(THE SERVICES)</b>	<b>\$10,000</b>	<b>\$0</b>	<b>(\$10,000)</b>	<b>-100.0%</b>

# TRUST FUNDS

**CITY OF ESCONDIDO  
 FY 2024/25 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:**

County of San Diego Trust Fund (RPTTF)-ROPS	\$150,000
<b>TOTAL, Sources</b>	<b>\$150,000</b>

**Uses of Funds:**

Transfer to Successor Agency-Redevelopment	\$150,000
<b>TOTAL, Uses</b>	<b>\$150,000</b>

**CITY OF ESCONDIDO  
 FY 2024/25 Operating Budget  
 Line Item Detail**

	<u>2023/24 REVISED</u>	<u>2024/25 BUDGET</u>	<u>\$\$ Change</u>	<u>% Change</u>
<b>791-091 SUCCESSOR AGENCY-REDEVELOPMENT</b>				
5501-791-091 INTEREST EXPENSE				
Advance Payback Interest	\$110,960	\$106,280	(4,680)	-4.2%
<b>TOTAL, M &amp; O</b>	<b>110,960</b>	<b>106,280</b>	<b>(4,680)</b>	<b>-4.2%</b>
<b>TOTAL, SUCCESSOR AGENCY-REDEVELOPMENT</b>	<b>\$110,960</b>	<b>\$106,280</b>	<b>(4,680)</b>	<b>-4.2%</b>

**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Department Summary**

**SECTION 115 IRREVOCABLE TRUST FUND**

This fund was established to account for the Internal Revenue Code Section 115 Irrevocable Pension Trust established by the City to stabilize future pension contribution rate increases and ensure long-term sustainability of pension benefits.

**DEPARTMENT PRIORITIES**

- ✓ To stabilize future pension contribution rate increases
- ✓ To ensure long-term sustainability of pension benefits

**SIGNIFICANT CHANGES FROM PRIOR BUDGET**

- None

**COUNCIL  
ESSENTIAL  
SERVICE  
ALIGNMENT**

**COUNCIL  
PRIORITY  
ALIGNMENT**



**CITY OF ESCONDIDO  
 FY 2024/25 Operating Budget  
 Trust Fund - Sources and Uses**

**Section 115 Irrevocable Pension Trust Fund**

This fund was established to account for the Internal Revenue Code Section 115 Irrevocable Pension Trust established by the City to stabilize future pension contribution rate increases and ensure long-term sustainability of pension benefits.

**Sources of Funds:**

Interest	\$235,050
<b>TOTAL, Sources</b>	<b>\$235,050</b>

**Uses of Funds:**

Add to Available Fund Balance	\$235,050
<b>TOTAL, Uses</b>	<b>\$235,050</b>

# DEBT SERVICE FUNDS

**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Department Summary**

**GENERAL OBLIGATION BOND DEBT SERVICE**

This fund was established to account for transactions of 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.

The General Obligation Bonds, Series A were authorized at the election of the registered voters of the City held on November 2, 2004 at which two-thirds or more of the persons voting on the proposition voted to authorize the issuance and sale of not to exceed \$84,350,000. The proceeds of the Series A Bonds were used to acquire and improve real property comprising of the City’s Police Headquarters building in combination with Fire Department administrative and training functions, the construction of three new neighborhood fire stations, the reconstruction of Fire Station No. 1, and the acquisition of land and other related improvements.

On May 12, 2015, the Series 2015 Refunding Bonds were issued in the amount of \$61,250,000 to refund the Series A Bonds and to pay certain costs of issuance. These Bonds will be paid off by September 1, 2036.

**DEPARTMENT PRIORITIES**

- ✓ Calculate annual property tax rate and submit to City Council for approval
- ✓ Submit annual resolution of the City Council for establishing property tax rate to the county of San Diego
- ✓ Pay bond principal and interest
- ✓ Reconcile bond statements monthly to ensure transactions are posted accurately by the Trustee

**SIGNIFICANT CHANGES FROM PRIOR BUDGET**

- None

**COUNCIL  
ESSENTIAL  
SERVICE  
ALIGNMENT**



**COUNCIL  
PRIORITY  
ALIGNMENT**



**CITY OF ESCONDIDO  
 FY 2024/25 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:**

Secured Property Tax	\$4,718,330
Penalties	25,100
Interest	20,000
<b>TOTAL, Sources</b>	<b><u><u>\$4,763,430</u></u></b>

**Uses of Funds:**

Bond Interest	\$2,234,380
Bond Expense	4,050
Bond Principal	2,525,000
<b>TOTAL, Uses</b>	<b><u><u>\$4,763,430</u></u></b>

**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Line Item Detail**

		<u>2023/24 REVISED</u>	<u>2024/25 BUDGET</u>	<u>\$\$ Change</u>	<u>% Change</u>
<b>320-150</b>	<b>GENERAL OBLIGATION BOND DEBT SERVICE</b>				
5502-320-150	BOND INTEREST	\$2,357,250	\$2,234,380	(\$122,870)	-5.2%
5505-320-150	BOND EXPENSE	4,050	4,050	0	0.0%
5520-320-150	BOND PRINCIPAL	2,390,000	2,525,000	135,000	5.6%
	<b>TOTAL, M &amp; O</b>	<b>4,751,300</b>	<b>4,763,430</b>	12,130	0.3%
	<b>TOTAL, GENERAL OBLIGATION BOND DEBT SERVICE</b>	<b>\$4,751,300</b>	<b>\$4,763,430</b>	\$12,130	0.3%

CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Department Summary

**REIDY CREEK GOLF COURSE BOND DEBT SERVICE**

This fund was established to account for transactions of 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.

The Reidy Creek Golf Course Lease Revenue Bonds, Series 2001 were issued on March 1, 2001 in the amount of \$6,300,000 to fund the acquisition, construction, and equipping of a public golf course and related flood control, water well, and ancillary facilities. The golf course is an 18-hole executive municipal course that opened to the public in July 2002. It is constructed on approximately 65-acre site that was vacant/undeveloped land of which approximately 25 acres was owned by the City and 40 acres was owned by the developer. A portion of the golf course is designed as a flood control detention basin to reduce peak-flow storm water runoff from the adjacent Reidy Creek.

On March 28, 2013, the Series 2013A Refunding Bonds were issued in the amount of \$4,830,000 to refund the Series 2001 Bonds and to pay the costs of issuance of the bonds. These Bonds will be paid off by October 1, 2030.

**DEPARTMENT PRIORITIES**

- ✓ Pay bond principal and interest in a timely manner
- ✓ Reconcile bond statements monthly to ensure transactions are posted accurately by the Trustee

**SIGNIFICANT CHANGES FROM PRIOR BUDGET**

- None

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<p><b>COUNCIL ESSENTIAL SERVICE ALIGNMENT</b></p>	 <p><b>PARKS FACILITIES</b></p>
<p><b>COUNCIL PRIORITY ALIGNMENT</b></p>	

**CITY OF ESCONDIDO  
FY 2024/25 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:**

Transfer from General Fund	\$364,970
<b>TOTAL, Sources</b>	<b><u><u>\$364,970</u></u></b>

**Uses of Funds:**

Bond Interest	\$77,970
Bond Expense	2,000
Bond Principal	285,000
<b>TOTAL, Uses</b>	<b><u><u>\$364,970</u></u></b>

**CITY OF ESCONDIDO  
 FY 2024/25 Operating Budget  
 Line Item Detail**

	<u>2023/24 REVISED</u>	<u>2024/25 BUDGET</u>	<u>\$\$ Change</u>	<u>% Change</u>
<b>376-175 REIDY CREEK GOLF COURSE DEBT SERVICE</b>				
5502-376-175 BOND INTEREST	\$87,250	\$77,970	(\$9,280)	-10.6%
5505-376-175 BOND EXPENSE	2,050	2,000	(50)	-2.4%
5520-376-175 BOND PRINCIPAL	275,000	285,000	10,000	3.6%
<b>TOTAL, M &amp; O</b>	<b>364,300</b>	<b>364,970</b>	670	0.2%
<b>TOTAL, REIDY CREEK GOLF COURSE DEBT SERVICE</b>	<b>\$364,300</b>	<b>\$364,970</b>	\$670	0.2%

# ENTERPRISE FUNDS

**CITY OF ESCONDIDO  
FY 2024/25 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.

**Sources of Funds:**

Water Sales	\$48,260,000
Water Service Charges	20,457,000
Vista Irrigation District (Filtration Charge)	3,187,000
Lake Income	1,158,000
Connection Charges	400,000
Interest	200,000
Sale of Electric Power	100,000
Reimbursement from LS&S	53,000
Other Revenue	460,000
Transfer from Daley Ranch Endowment Fund	30,000
Use of Available Fund Balance	51,260
<b>TOTAL, Sources</b>	<b><u><u>\$74,356,260</u></u></b>

**Uses of Funds:**

<u>Operating Budget (Water, Canal and Lakes)</u>	
Employee Services	\$14,958,060
Maintenance and Operations	45,027,320
Capital Outlay	206,000
Internal Service Charges	3,399,100
Allocations	6,531,250
<b>TOTAL, Operating Budget</b>	<b><u><u>\$70,121,730</u></u></b>
Add to Available Fund Balance	651,520
Transfer to Water Capital Project Fund	1,000,000
Bond Principal	1,365,000
Loan Principal	1,218,010
<b>TOTAL, Uses</b>	<b><u><u>\$74,356,260</u></u></b>

**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Department Summary**

## WATER

The Water Enterprise Fund was created to account for the financial activity of the City's water utility. The water utility serves over 26,000 residences and businesses, and 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.

The Water Division operates the Escondido – VID Water Treatment Plant and the distribution system according to State and Federal regulations, ensuring that the highest quality water is delivered at the most economical cost. Each day Water staff performs the following services:

Operators at the Water Treatment Plant check water quality constantly, making adjustments in treatment as necessary to conform to regulatory requirements. Operators are also responsible for moving water within the distribution system.

Distribution staff operates and maintains approximately 440 miles of pipeline, 11 reservoirs, and 5 pumping stations. When pipeline breaks occur, staff performs emergency repairs to the system around the clock.

Meter Reading staff collects usage information from approximately 26,000 meters on a monthly basis.

### 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

### SIGNIFICANT CHANGES FROM PRIOR BUDGET

- A Laboratory Technician position was added to the Water Department
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**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Department Summary**

**WATER**

**COUNCIL  
ESSENTIAL  
SERVICE  
ALIGNMENT**



**CLEAN  
WATER**



**PARKS  
FACILITIES**

**COUNCIL  
PRIORITY  
ALIGNMENT**

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<b>2023/24</b>	<b>2024/25</b>	<b>\$\$</b>	<b>%</b>
	<b>REVISED</b>	<b>BUDGET</b>	<b>Change</b>	<b>Change</b>
<b>555-410 WATER</b>				
5001-555-410 REGULAR FULL-TIME				
1 Deputy City Manager/Director of Utilities (Moved to Development Services - Department 200)	\$217,660	\$0	(\$217,660)	-100.0%
1 Director of Utilities	0	200,000	200,000	100.0%
1 Administrative Coordinator	57,560	63,550	5,990	10.4%
1 SCADA Engineer ( <i>Control Systems Analyst</i> )	128,070	136,550	8,480	6.6%
2 Control Systems Technicians	207,860	258,350	50,490	24.3%
2 Cross Connection Tech I/II	178,510	174,160	(4,350)	-2.4%
1 Asst Dir of Utilities/Water ( <i>Dep Dir of Utilities/Water</i> )	154,040	161,740	7,700	5.0%
1 Field Engineering Inspector II	84,150	90,610	6,460	7.7%
2 4 Laboratory Technician II	93,110	186,630	93,520	100.4%
1 M & O Coordinator	50,190	58,460	8,270	16.5%
1 Management Analyst II	78,730	79,160	430	0.5%
1 Water Meter Services Supervisor ( <i>Meter - Service Supervisor</i> )	102,520	105,080	2,560	2.5%
1 Plant Systems Technician	92,310	95,670	3,360	3.6%
1 Program Assistant	51,410	51,410	0	0.0%
1 Lead Plant Systems Technician ( <i>Sr. Plant Systems Tech</i> )	111,280	116,650	5,370	4.8%
3 Water Distribution Supervisors ( <i>Sr. Water Dist Supervisors</i> )	371,620	389,020	17,400	4.7%
8 Lead Water Distribution Technicians ( <i>Sr. Water Dist Techs</i> )	824,600	837,550	12,950	1.6%
4 Lead Water Treatment Plant Operators ( <i>Sr. Water Trtmt Plant Operators</i> )	489,160	506,730	17,570	3.6%
1 Utilities Analyst	70,730	83,880	13,150	18.6%
1 Water Distribution Manager ( <i>Water Dist Superintendent</i> )	131,120	134,360	3,240	2.5%
19 Water Distribution Technician I/II	1,437,040	1,460,230	23,190	1.6%
5 Water Meter Readers	282,320	306,020	23,700	8.4%
2 Water Service Representatives	149,380	157,780	8,400	5.6%
1 Water Treatment Plant Manager ( <i>Water Trmt Plant Ops Superintendent</i> )	146,680	148,140	1,460	1.0%
1 Water Treatment Plant Operations Supervisor	130,900	136,240	5,340	4.1%
6 Water Treatment Plant Operator In Training, IIs & IIIs	587,800	572,600	(15,200)	-2.6%
1 Water Treatment Plant Maintenance Supervisor	136,170	144,170	8,000	5.9%
Bilingual Pay	37,050	37,700	650	1.8%
Certification Pay	18,000	18,000	0	0.0%
Confined Space Team	36,200	36,200	0	0.0%
Retirement Contingency	30,710	30,710	0	0.0%
Shift Differential	19,380	19,380	0	0.0%
Vacation-Holiday Payoff	17,000	17,000	0	0.0%
	<u>6,523,260</u>	<u>6,813,730</u>	290,470	4.5%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>555-410 WATER</b>				
5020-555-410 OVERTIME				
Comp Time Contingency	10,000	10,000	0	0.0%
Overtime	425,000	425,000	0	0.0%
Holiday Pay	30,000	30,000	0	0.0%
Stand-By	50,000	50,000	0	0.0%
	<u>515,000</u>	<u>515,000</u>	0	0.0%
EMPLOYEE OVERHEAD:				
5025-555-410 OTHER EMPLOYEE OVERHEAD	190,120	187,570	(2,550)	-1.3%
5026-555-410 PERS-NORMAL COST	667,960	694,910	26,950	4.0%
5029-555-410 PERS-UNFUNDED LIABILITY	1,949,110	2,261,900	312,790	16.0%
5027-555-410 MEDICAL	911,530	956,270	44,740	4.9%
5028-555-410 WORKERS' COMPENSATION	432,050	248,380	(183,670)	-42.5%
5030-555-410 FLEXIBLE BENEFITS	72,910	74,260	1,350	1.9%
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>11,261,940</b>	<b>11,752,020</b>	490,080	4.4%
5101-555-410 OFFICE/OPERATING SUPPLIES				
Liquid Petroleum Gas for WTP	13,000	15,000	2,000	15.4%
Miscellaneous Parts & Supplies	1,101,500	1,300,000	198,500	18.0%
Office Supplies	23,000	23,000	0	0.0%
Safety Items	25,000	25,000	0	0.0%
Small Tools and Equipment	25,000	25,000	0	0.0%
T-Shirts	2,200	2,500	300	13.6%
Uniforms	25,000	25,000	0	0.0%
Water Treatment Plant	141,500	200,000	58,500	41.3%
	<u>1,356,200</u>	<u>1,615,500</u>	259,300	19.1%
5104-555-410 PURCHASED WATER	26,000,000	27,000,000	1,000,000	3.8%
5106-555-410 CHEMICALS				
Water Treatment Chemicals	4,300,000	4,700,000	400,000	9.3%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<b>2023/24</b> <b>REVISED</b>	<b>2024/25</b> <b>BUDGET</b>	<b>\$\$</b> <b>Change</b>	<b>%</b> <b>Change</b>
<b>555-410 WATER</b>				
5107-555-410 MINOR TOOLS & EQUIPMENT				
Gas Diaphragm Pumps	4,000	4,000	0	0.0%
4kw Generator	11,000	0	(11,000)	-100.0%
Honda 3kw Generators	15,000	0	(15,000)	-100.0%
Locator	0	16,000	16,000	100.0%
Plasma Cutter and Compressor	0	10,000	10,000	100.0%
Pressure Recorders	25,000	0	(25,000)	-100.0%
Traffic Control Signs	0	10,000	10,000	100.0%
Weather Station	0	7,000	7,000	100.0%
Trash Pump	3,800	4,000	200	5.3%
	<u>58,800</u>	<u>51,000</u>	(7,800)	-13.3%
5108-555-410 LOCAL WATER SYSTEM				
VID Local Water Costs	1,100,000	0	(1,100,000)	-100.0%
Lake Management Costs	0	2,200,000	2,200,000	100.0%
Oxygen Injection Project	0	1,800,000	1,800,000	100.0%
	<u>1,100,000</u>	<u>4,000,000</u>	2,900,000	263.6%
5126-555-410 MAINTENANCE OF EQUIPMENT				
Bear Valley Power Plant Maintenance	50,000	50,000	0	0.0%
Cleaning/Inspection Equipment	2,000	2,000	0	0.0%
Distributions System SCADA	90,000	110,000	20,000	22.2%
Flow Meters	16,000	16,000	0	0.0%
Laboratory and Office Equipment	1,800	100,000	98,200	5455.6%
Meter Reading Equipment	3,000	3,000	0	0.0%
Office Equipment Maintenance Contracts	1,500	15,000	13,500	900.0%
Process Instrumentation	50,000	0	(50,000)	-100.0%
Spare Parts-Programmable Logic Controller 5/60-WTP	5,000	0	(5,000)	-100.0%
Treatment Plant Instrumentation	150,000	75,000	(75,000)	-50.0%
Water Treatment Plant SCADA	0	110,000	110,000	100.0%
WTP Motor & Pump Repair	175,000	175,000	0	0.0%
	<u>544,300</u>	<u>656,000</u>	111,700	20.5%
5128-555-410 MAJOR MAINTENANCE				
Lake Wohlford Aeration Equipment	50,000	0	(50,000)	-100.0%
Painting at Treatment Plant	50,000	50,000	0	0.0%
Pressure Regulating Valve Replacement Dist	80,000	100,000	20,000	25.0%
Pump Station Equipment	130,000	130,000	0	0.0%
OSG Equipment Maintenance	175,000	175,000	0	0.0%
UPS Batteries	30,000	30,000	0	0.0%
Camera System	60,000	0	(60,000)	-100.0%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<b>2023/24</b>	<b>2024/25</b>	<b>\$\$</b>	<b>%</b>
	<b>REVISED</b>	<b>BUDGET</b>	<b>Change</b>	<b>Change</b>
<b>555-410 WATER</b>				
5128-555-410 MAJOR MAINTENANCE (CONTINUED)				
Tower Gate Ram	20,000	20,000	0	0.0%
WTP Valves and Valve Equipment	200,000	270,000	70,000	35.0%
Water Line Replacement Projects	0	100,000	100,000	100.0%
Valve Replacements - Distribution System	80,000	100,000	20,000	25.0%
	<u>875,000</u>	<u>975,000</u>	100,000	11.4%
5131-555-410 PROFESSIONAL SERVICES/CONTRACTS				
Chemical Spill Clean-up Contingency	20,000	20,000	0	0.0%
Cityworks - Consultant Implementation Fees	150,000	50,000	(100,000)	-66.7%
Consultants Fees	50,000	150,000	100,000	200.0%
Contract Labor	75,000	50,000	(25,000)	-33.3%
Control Systems Maintenance	50,000	50,000	0	0.0%
Customer Service/Emergency Assistance	15,000	20,000	5,000	33.3%
Dam Surveys	70,000	75,000	5,000	7.1%
Electrical Contractors	100,000	100,000	0	0.0%
Instrument Calibration & Certification	10,000	12,000	2,000	20.0%
Lake Divers - Quagga Mussel Control/Inspections	25,000	25,000	0	0.0%
Legal Services	215,000	240,000	25,000	11.6%
On-site Training	20,000	20,000	0	0.0%
Raw Water Algae Study	180,000	180,000	0	0.0%
Reservoir Maintenance/Cleaning	30,000	30,000	0	0.0%
SDFA Reporting	860	900	40	4.7%
Site Maintenance	20,000	20,000	0	0.0%
Underground Service Alert	2,890	24,000	21,110	730.4%
Water Conservation Program	39,000	6,000	(33,000)	-84.6%
Federal Lobbying Fees	12,000	39,000	27,000	225.0%
State Lobbying Fees	30,000	15,000	(15,000)	-50.0%
Water Loss Consultant	22,000	25,000	3,000	13.6%
Welding Contractors	50,000	60,000	10,000	20.0%
	<u>1,186,750</u>	<u>1,211,900</u>	25,150	2.1%
5160-555-410 TRAINING AND MEETINGS				
Seminars, Conferences, Workshops	36,000	30,000	(6,000)	-16.7%
5161-555-410 MILEAGE REIMBURSEMENT				
	900	800	(100)	-11.1%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>555-410 WATER</b>				
5162-555-410 DUES AND SUBSCRIPTIONS				
American Water Works Association	7,000	7,000	0	0.0%
American Water Works Research Foundation	15,000	15,000	0	0.0%
Assoc CA Water Agencies	17,000	17,000	0	0.0%
AWWA Partnership for Safe Water	800	800	0	0.0%
California Water Awareness	1,300	1,300	0	0.0%
Foundation for Cross Connection Control	2,000	2,000	0	0.0%
License and Certification Renewal	1,000	5,000	4,000	400.0%
San Diego County Utility Managers	200	200	0	0.0%
Southern California Water Committee	1,000	1,000	0	0.0%
Technical Publications	1,050	1,050	0	0.0%
Water View Subscription	0	58,000	58,000	100.0%
Water Conservation Publications	520	520	0	0.0%
	<u>46,870</u>	<u>108,870</u>	62,000	132.3%
5163-555-410 AUTO ALLOWANCE				
Director of Utilities	5,400	5,100	(300)	-5.6%
5167-555-410 ADVERTISING AND PRINTING				
Annual Water Quality Report	25,000	25,000	0	0.0%
Conservation Program Materials	6,500	6,500	0	0.0%
Community Notices	5,000	5,000	0	0.0%
	<u>36,500</u>	<u>36,500</u>	0	0.0%
5168-555-410 PERMITS				
FERC Fees	110	0	(110)	-100.0%
SWRCB Water System Fee	0	100,000	100,000	100.0%
NPDES Cat III	6,200	2,500	(3,700)	-59.7%
NPDES Dist	7,000	7,000	0	0.0%
S.D. County Hazardous Materials Regulation Fees	2,420	2,420	0	0.0%
State Dam Permits (Wohlford, Dixon)	60,000	60,000	0	0.0%
State DHS Fee	14,300	15,000	700	4.9%
SWRCB Hydrostatic Discharge Permit	1,500	2,000	500	33.3%
	<u>91,530</u>	<u>188,920</u>	97,390	106.4%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>555-410 WATER</b>				
5170-555-410 UTILITIES				
Distribution Pump Station Electrical	270,000	272,000	2,000	0.7%
Local Raw Water Lift (Esc)	65,000	95,000	30,000	46.2%
Local Raw Water Lift (VID)	115,000	95,000	(20,000)	-17.4%
Treatment Plant Operation	725,000	722,000	(3,000)	-0.4%
Washwater and Dixon Rec. Lift	105,000	110,000	5,000	4.8%
	<u>1,280,000</u>	<u>1,294,000</u>	14,000	1.1%
5171-555-410 WATER				
City Water Expenses	2,200,000	2,200,000	0	0.0%
5173-555-410 OTHER TELEPHONE				
Cellular Phones (56 Cell Phones & Ipads)	37,300	37,300	0	0.0%
Cell Phone Replacements	1,700	1,700	0	0.0%
	<u>39,000</u>	<u>39,000</u>	0	0.0%
5180-555-410 RENT				
Facility Lease	459,160	459,160	0	0.0%
5190-555-410 OTHER EXPENSE				
Overtime Meal Reimbursements per MOU	4,200	10,000	5,800	138.1%
Real Estate Taxes (City Owned Property Outside City Limits)	271,510	275,000	3,490	1.3%
Damages (Water Main Breaks)	0	300,000	300,000	100.0%
WTP Operator and Distribution Operator Cert. Renewals	4,500	0	(4,500)	-100.0%
	<u>280,210</u>	<u>585,000</u>	304,790	108.8%
5193-555-410 SOFTWARE				
AMMS - MicroWest (Asset Management)	7,000	7,000	0	0.0%
AMI	9,630	10,000	370	3.8%
AutoCad Lite	2,000	2,000	0	0.0%
Backflow Software	0	19,000	19,000	100.0%
Cityworks-AMS/PLL Licensing	60,000	0	(60,000)	-100.0%
Hydraulic Modeling (Innovyze)	95,000	95,000	0	0.0%
Itron Maintenance/Support	16,000	16,000	0	0.0%
Nearmap Imagery	840	840	0	0.0%
Rockwell Software Support (PLC software)	12,130	13,000	870	7.2%
Utility Billing Software	60,720	60,720	0	0.0%
Wonderware Support - SCADA Control Software	20,000	20,000	0	0.0%
XC2 Software Support	19,000	19,000	0	0.0%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>555-410 WATER</b>				
5193-555-410 SOFTWARE (CONTINUED)				
Trimble Press. Recorder Software	5,000	5,000	0	0.0%
Trimble Unity Valve	5,000	5,000	0	0.0%
Water View	130,000	76,300	(53,700)	-41.3%
Workday ERP Software Subscription (11% Share)	22,200	0	(22,200)	-100.0%
	<u>464,520</u>	<u>348,860</u>	(115,660)	-24.9%
5194-555-410 MINOR OFFICE EQUIPMENT				
Desktop Computers	20,000	15,000	(5,000)	-25.0%
Laptop Computers	4,500	4,500	0	0.0%
Monitor	1,500	1,500	0	0.0%
	<u>26,000</u>	<u>21,000</u>	(5,000)	-19.2%
5501-555-410 INTEREST				
SRF Loan - Alexander Area PhII	33,500	29,790	(3,710)	-11.1%
SRF Loan - Gravity Float Line	2,430	0	(2,430)	-100.0%
Lindley Reservoir	413,800	443,600	29,800	7.2%
San Pasqual Undergrounding	530,150	586,080	55,930	10.5%
	<u>979,880</u>	<u>1,059,470</u>	79,590	8.1%
5502-555-410 BOND INTEREST				
Bond Interest - 2019A	835,240	798,240	(37,000)	-4.4%
Bond Interest - 2019B	861,270	842,810	(18,460)	-2.1%
	<u>1,696,510</u>	<u>1,641,050</u>	(55,460)	-3.3%
5505-555-410 BOND EXPENSE				
Amortized Deferred Bond Costs	(25,240)	(25,240)	0	0.0%
BNY Admin Fees	3,000	3,000	0	0.0%
SDFA Continuing Disclosures	5,200	5,200	0	0.0%
	<u>(17,040)</u>	<u>(17,040)</u>	0	0.0%
5509-555-410 BOND AMORTIZATION				
Amortization of Bond Premium/Discount	(226,400)	(226,400)	0	0.0%
<b>TOTAL, M &amp; O</b>	<b>42,820,090</b>	<b>43,983,690</b>	1,163,600	2.7%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<b>2023/24 REVISED</b>	<b>2024/25 BUDGET</b>	<b>\$\$ Change</b>	<b>% Change</b>
<b>555-410 WATER</b>				
5209-555-410 OTHER CAPITAL OUTLAY				
Diesel Mini Dump with Hydraulic Pump	100,000	0	(100,000)	-100.0%
Hydraulic Bending Plate Roller	34,000	0	(34,000)	-100.0%
Hydraulic Pipe Cutter	0	17,000	17,000	100.0%
Light Tower	0	29,000	29,000	100.0%
Maintenance Truck for CST	80,000	0	(80,000)	-100.0%
Mini X - Attachments	13,500	0	(13,500)	-100.0%
Mini X - Breaker Hammer Attachment	15,000	0	(15,000)	-100.0%
Pipe Tappers and Drivers	0	17,000	17,000	100.0%
SCADA Servers	60,000	0	(60,000)	-100.0%
Traffic Control Flagging Light OSHA	10,000	0	(10,000)	-100.0%
Utility Cart	20,000	0	(20,000)	-100.0%
	<u>332,500</u>	<u>63,000</u>	(269,500)	-81.1%
<b>TOTAL, CAPITAL OUTLAY</b>	<b>332,500</b>	<b>63,000</b>	(269,500)	-81.1%
5125-555-410 BUILDING MAINTENANCE	402,440	402,440	0	0.0%
5127-555-410 WAREHOUSE	82,190	82,190	0	0.0%
5164-555-410 FLEET SERVICES	1,098,540	792,400	(306,140)	-27.9%
5165-555-410 DUPLICATING	14,060	7,560	(6,500)	-46.2%
5172-555-410 TELECOMMUNICATIONS	14,040	13,240	(800)	-5.7%
5174-555-410 RADIO COMMUNICATIONS	30,610	19,370	(11,240)	-36.7%
5175-555-410 MAIL & MOBILE SERVICES	16,840	11,910	(4,930)	-29.3%
5178-555-410 NETWORK & SYSTEMS ADMINISTRATION	246,240	242,590	(3,650)	-1.5%
5183-555-410 INSURANCE				
General Liability Insurance	744,280	687,140	(57,140)	-7.7%
Property Insurance	200,940	373,010	172,070	85.6%
	<u>945,220</u>	<u>1,060,150</u>	114,930	12.2%
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>2,850,180</b>	<b>2,631,850</b>	(218,330)	-7.7%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<b>2023/24 REVISED</b>	<b>2024/25 BUDGET</b>	<b>\$\$ Change</b>	<b>% Change</b>
<b>555-410 WATER</b>				
<b>SUBTOTAL, WATER</b>	<b>57,264,710</b>	<b>58,430,560</b>	1,165,850	2.0%
<b>5901-555-410 ALLOCATED IN</b>				
Building	204,990	134,560	(70,430)	-34.4%
City Attorney	468,960	824,320	355,360	75.8%
City Clerk	261,630	332,740	71,110	27.2%
City Council	92,200	188,720	96,520	104.7%
City Manager	349,830	585,250	235,420	67.3%
City Treasurer	65,670	59,390	(6,280)	-9.6%
Code Compliance	82,820	44,990	(37,830)	-45.7%
Communications	49,980	114,820	64,840	129.7%
Digital Media Services	33,700	40,410	6,710	19.9%
Engineering	132,630	141,950	9,320	7.0%
Environmental Programs	74,490	79,760	5,270	7.1%
Finance	1,037,210	1,087,410	50,200	4.8%
Fire	998,560	0	(998,560)	-100.0%
Human Resources	284,800	241,600	(43,200)	-15.2%
Information Systems	768,120	775,610	7,490	1.0%
Maintenance-Streets	429,510	431,330	1,820	0.4%
Maintenance-Parks	105,570	112,010	6,440	6.1%
Non-Departmental	0	109,680	109,680	100.0%
Planning	122,970	27,340	(95,630)	-77.8%
Police	1,420,210	0	(1,420,210)	-100.0%
Recreation	9,530	0	(9,530)	-100.0%
Recycling & Waste Reduction	17,100	19,000	1,900	11.1%
Risk Management	47,430	48,970	1,540	3.2%
Wastewater	1,359,950	1,583,500	223,550	16.4%
	8,417,860	6,983,360	(1,434,500)	-17.0%
<b>5902-555-410 ALLOCATED OUT</b>				
Canal	(17,250)	(16,910)	340	-2.0%
Environmental Programs	(75,230)	(66,750)	8,480	-11.3%
Recycled Water	(69,390)	(67,120)	2,270	-3.3%
Recycling & Waste Reduction	(12,820)	(10,340)	2,480	-19.3%
Wastewater	(250,880)	(240,150)	10,730	-4.3%
Capital Improvement Projects	(67,750)	(67,750)	0	0.0%
	(493,320)	(469,020)	24,300	-4.9%
<b>TOTAL, WATER</b>	<b>\$65,189,250</b>	<b>\$64,944,900</b>	(\$244,350)	-0.4%

CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Department Summary

**CANAL OPERATIONS**

A section of the Water Division, Canal Operations provides maintenance on the Escondido Canal, which carries untreated water 14 miles from the intake on the San Luis Rey River to Lake Wohlford. Staff coordinates with the Vista Irrigation District to 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. Water from the canal serves customers of the City of Escondido and the Vista Irrigation District, as well as members of the La Jolla, Pala, Pauma, Rincon, and San Pasqual Bands of Mission Indians.

Challenges: The Escondido Canal is more than one hundred twenty-five years old. The last major rehabilitation performed on the structure was in the early 1920s. Because of its age, there is an annual maintenance period to keep the canal in operating order. The entire length of the canal is inspected three times a week when water is being transferred. The inspection is completed by two staff members patrolling the 14 miles on foot. During inclement weather, the canal may be patrolled daily. The canal’s integrity is inspected immediately if an earthquake occurs.

**DEPARTMENT PRIORITIES**

- ✓ Ensure the safe and adequate transfer of water from the San Luis Rey River diversion structure to Lake Wohlford
- ✓ Coordinate with the Vista Irrigation District and the Indian Water Authority to ensure effective implementation of the San Luis Rey Water Rights Settlement
- ✓ Maintain the Escondido Canal and all associated structures (e.g., the diversion dam, silt basins, and monitoring equipment)

**SIGNIFICANT CHANGES FROM PRIOR BUDGET**

- None

**COUNCIL  
ESSENTIAL  
SERVICE  
ALIGNMENT**



**CLEAN  
WATER**

**COUNCIL  
PRIORITY  
ALIGNMENT**

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>555-412 CANAL OPERATIONS</b>				
5001-555-412 REGULAR FULL-TIME				
1 Canal Maintenance Manager ( <i>Canal Superintendent</i> )	\$101,770	\$105,280	\$3,510	3.4%
1 Canal Maintenance Supervisor ( <i>Asst Canal Superintendent</i> )	70,790	78,620	7,830	11.1%
3 Canal Maintenance Technicians I/II ( <i>Canal Assistants I/II</i> )	147,670	165,560	17,890	12.1%
Vacation-Holiday Payoff	5,610	5,610	0	0.0%
	<u>325,840</u>	<u>355,070</u>	29,230	9.0%
5004-555-412 TEMPORARY PART TIME				
1 Canal Assistant	0	21,000	21,000	100.0%
5020-555-412 OVERTIME				
Emergency Overtime	10,000	10,000	0	0.0%
Holiday Pay	7,300	7,300	0	0.0%
Standby Pay	15,000	15,000	0	0.0%
	<u>32,300</u>	<u>32,300</u>	0	0.0%
EMPLOYEE OVERHEAD:				
5025-555-412 OTHER EMPLOYEE OVERHEAD	11,740	11,500	(240)	-2.0%
5026-555-412 PERS-NORMAL COST	37,760	40,360	2,600	6.9%
5029-555-412 PERS-UNFUNDED LIABILITY	99,760	116,140	16,380	16.4%
5027-555-412 MEDICAL	50,010	55,670	5,660	11.3%
5028-555-412 WORKERS' COMPENSATION	25,260	22,470	(2,790)	-11.0%
5030-555-412 FLEXIBLE BENEFITS	18,810	19,980	1,170	6.2%
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>601,480</b>	<b>653,490</b>	52,010	8.6%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>555-412 CANAL OPERATIONS</b>				
5101-555-412 OFFICE/OPERATING SUPPLIES				
Cement	40,000	40,000	0	0.0%
Copper Sulfate	17,000	17,000	0	0.0%
Lumber	11,000	11,000	0	0.0%
Office Supplies	5,800	5,800	0	0.0%
Road Maintenance	30,000	30,000	0	0.0%
T-Shirts	300	300	0	0.0%
Tools	18,000	18,000	0	0.0%
Uniforms	6,240	6,240	0	0.0%
	<u>128,340</u>	<u>128,340</u>	0	0.0%
5107-555-412 MINOR TOOLS & EQUIPMENT				
Solar Panels for Security Cameras	2,500	2,500	0	0.0%
5126-555-412 MAINTENANCE OF EQUIPMENT				
Equipment Maintenance	7,000	7,000	0	0.0%
Fence Repair	12,000	12,000	0	0.0%
	<u>19,000</u>	<u>19,000</u>	0	0.0%
5131-555-412 PROFESSIONAL SERVICES/CONTRACTS				
Portable Toilet Service	3,000	3,000	0	0.0%
Contract Labor	60,000	60,000	0	0.0%
	<u>63,000</u>	<u>63,000</u>	0	0.0%
5162-555-412 DUES AND SUBSCRIPTIONS				
International Society of Explosives Engineers	500	500	0	0.0%
5170-555-412 UTILITIES				
	700	700	0	0.0%
5173-555-412 OTHER TELEPHONE				
Cellular Phones (5 Cell Phones @ \$50/Month)	3,000	3,000	0	0.0%
Cell Phone Replacements	1,000	1,000	0	0.0%
	<u>4,000</u>	<u>4,000</u>	0	0.0%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>555-412 CANAL OPERATIONS</b>				
5190-555-412 OTHER EXPENSE				
SD County Explosives Permit Renewal	500	800	300	60.0%
<b>TOTAL, M &amp; O</b>	<b>218,540</b>	<b>218,840</b>	300	0.1%
5209-555-412 OTHER CAPITAL OUTLAY				
#1 Turnout SCADA System	12,000	12,000	0	0.0%
Lake Wohlford Yard Camera System	5,000	5,000	0	0.0%
Outlet SCADA System	12,000	12,000	0	0.0%
Rincon Weir SCADA System	12,000	12,000	0	0.0%
	<u>41,000</u>	<u>41,000</u>	0	0.0%
<b>TOTAL, CAPITAL</b>	<b>41,000</b>	<b>41,000</b>	0	0.0%
5164-555-412 FLEET SERVICES	102,480	65,720	(36,760)	-35.9%
5178-555-412 NETWORK & SYSTEMS ADMINISTRATION	8,000	8,060	60	0.8%
5183-555-412 INSURANCE				
General Liability Insurance	37,520	36,210	(1,310)	-3.5%
Property Insurance	28,040	57,790	29,750	106.1%
	<u>65,560</u>	<u>94,000</u>	28,440	43.4%
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>176,040</b>	<b>167,780</b>	(8,260)	-4.7%
<b>SUBTOTAL, CANAL OPERATIONS</b>	<b>1,037,060</b>	<b>1,081,110</b>	44,050	4.2%
5901-555-412 ALLOCATED IN				
Water	17,250	16,910	(340)	-2.0%
<b>TOTAL, CANAL OPERATIONS</b>	<b>\$1,054,310</b>	<b>\$1,098,020</b>	\$43,710	4.1%

CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Department Summary

LAKES

A section of the Water Division, Lakes and Open Space operates and maintains Dixon Lake, Lake Wohlford, and Daley Ranch. Staff also patrols and secures the community’s nine downtown parks. Escondido’s Lakes and Open Space offer safe, clean, and welcoming recreation facilities, and the following outdoor activities:

Fishing and boating. Fishing permits and boat rentals are sold at the Dixon Lake concession stand; an automated machine offers sales at Wohlford Lake.

Picnicking and camping. Facility reservations can be made online, by telephone, and in person at Dixon Lake.

Miles of trails for use by hikers, bicyclists, and equestrians at Daley Ranch.

Food and drink. Quick snacks and drinks are offered at the Dixon Lake concession stand

DEPARTMENT PRIORITIES

- ✓ Provide for clean and safe recreational opportunities at Lake Dixon, Lake Wohlford, and Daley Ranch
- ✓ Protect the City’s drinking water reservoirs from potential contamination from public access and educate lake facility users regarding watershed protection
- ✓ Provide Park Ranger services to protect the City’s Park resources

SIGNIFICANT CHANGES FROM PRIOR BUDGET

- None

COUNCIL  
ESSENTIAL  
SERVICE  
ALIGNMENT



COUNCIL  
PRIORITY  
ALIGNMENT

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>555-414 LAKES</b>				
5001-555-414 REGULAR FULL-TIME				
1 Lakes & Open Space Manager ( <i>Lakes &amp; Open Space Superintendent</i> )	\$92,250	\$96,860	\$4,610	5.0%
1 Customer Service Representative II	48,880	52,060	3,180	6.5%
1 Sr Administrative Assistant ( <i>Administrative Assistant</i> )	41,360	45,510	4,150	10.0%
2 Lakes & Open Space Supervisors	172,490	185,650	13,160	7.6%
1 Lead Ranger Specialist	51,880	53,880	2,000	3.9%
1 Maintenance Technician I/II	61,660	63,210	1,550	2.5%
5 Park Ranger I/IIs	298,410	295,130	(3,280)	-1.1%
Bilingual Pay	5,200	3,900	(1,300)	-25.0%
Retirement Contingency	10,520	10,520	0	0.0%
Vacation/Holiday Payoff	8,040	8,040	0	0.0%
	<u>790,690</u>	<u>814,760</u>	24,070	3.0%
5004-555-414 TEMPORARY PART-TIME				
Temporary Part-time w/PARS	310,000	310,000	0	0.0%
Temporary Part-time w/PERS	698,500	698,500	0	0.0%
	<u>1,008,500</u>	<u>1,008,500</u>	0	0.0%
5020-555-414 OVERTIME				
Dixon Overtime	4,000	4,000	0	0.0%
Holiday Pay	15,000	15,000	0	0.0%
	<u>19,000</u>	<u>19,000</u>	0	0.0%
EMPLOYEE OVERHEAD:				
5025-555-414 OTHER EMPLOYEE OVERHEAD	43,990	43,990	0	0.0%
5026-555-414 PERS-NORMAL COST	152,630	168,250	15,620	10.2%
5029-555-414 PERS-UNFUNDED LIABILITY	234,910	265,800	30,890	13.1%
5027-555-414 MEDICAL	90,910	103,720	12,810	14.1%
5028-555-414 WORKERS' COMPENSATION	118,060	118,060	0	0.0%
5030-555-414 FLEXIBLE BENEFITS	10,020	10,470	450	4.5%
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>2,468,710</b>	<b>2,552,550</b>	83,840	3.4%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>555-414 LAKES</b>				
5101-555-414 OFFICE/OPERATING SUPPLIES				
Dixon:				
Building Supplies	18,250	18,250	0	0.0%
Daley Ranch - Misc. Supplies and Equipment	10,640	10,640	0	0.0%
Grounds Maintenance	13,300	15,000	1,700	12.8%
Other Supplies	13,140	15,000	1,860	14.2%
Park Ranger Uniform Allowance	10,110	12,000	1,890	18.7%
Pesticides	2,120	2,120	0	0.0%
T-Shirts	1,100	1,500	400	36.4%
Dixon Concession:				
Food and Tackle	58,520	65,000	6,480	11.1%
Uniforms	10,640	10,640	0	0.0%
Wohlford:				
Bait & Tackle	5,320	13,000	7,680	144.4%
Building Supplies	10,640	12,000	1,360	12.8%
Chemicals, Trash Bags	3,200	3,200	0	0.0%
Grounds Maintenance	4,300	5,000	700	16.3%
Other Supplies	5,320	5,320	0	0.0%
Park Ranger Uniform Allowance	1,100	1,500	400	36.4%
Pesticides	500	500	0	0.0%
Parks:				
Uniforms/Equipment - Downtown Ranger Program	6,400	15,000	8,600	134.4%
	<u>174,600</u>	<u>205,670</u>	31,070	17.8%
5107-555-414 MINOR TOOLS & EQUIPMENT				
Boats-Wohlford (3R), Dixon (4R)	19,150	19,150	0	0.0%
Deep Cycle Batteries (12R)	3,200	5,000	1,800	56.3%
Outboard Motors (3R)	10,000	10,000	0	0.0%
Trolling Motors - Dixon (5R)	1,100	2,000	900	81.8%
Weed Whips (3R)	1,400	2,000	600	42.9%
Radios - Downtown - 2x	6,400	6,400	0	0.0%
	<u>41,250</u>	<u>44,550</u>	3,300	8.0%
5126-555-414 MAINTENANCE OF EQUIPMENT				
Daley Ranch	2,550	2,550	0	0.0%
Dixon	9,300	9,300	0	0.0%
Rehabilitate Lakes Picnic Area	7,550	7,550	0	0.0%
Wohlford	6,150	6,150	0	0.0%
	<u>25,550</u>	<u>25,550</u>	0	0.0%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>555-414 LAKES</b>				
5131-555-414 PROFESSIONAL SERVICES/CONTRACTS				
Contract Tree Work	5,320	5,320	0	0.0%
Daley Ranch Maintenance/Biological Monitoring	35,000	35,000	0	0.0%
Daley Ranch Services	10,640	12,000	1,360	12.8%
Dixon Contracts - Fish Plants	180,000	190,000	10,000	5.6%
Kiwanis Trout Derby	16,000	16,000	0	0.0%
Portable Toilet Service	30,000	32,000	2,000	6.7%
Septic Pumping Service	32,000	34,000	2,000	6.3%
Wohlford Contracts - Fish Plants	109,600	112,000	2,400	2.2%
	<u>418,560</u>	<u>436,320</u>	17,760	4.2%
5160-555-414 TRAINING AND MEETINGS				
Seminars, Conferences, Workshops	3,000	3,000	0	0.0%
5162-555-414 DUES AND SUBSCRIPTIONS				
Professional Association Dues	500	500	0	0.0%
5167-555-414 ADVERTISING AND PRINTING				
Derby Promotion - Dixon	1,000	1,000	0	0.0%
Derby Promotion - Wohlford	1,000	1,000	0	0.0%
Printing	2,000	2,000	0	0.0%
	<u>4,000</u>	<u>4,000</u>	0	0.0%
5170-555-414 UTILITIES				
Electric (Daley Ranch)	5,000	5,000	0	0.0%
Electric (Dixon and Wohlford)	88,200	88,200	0	0.0%
	<u>93,200</u>	<u>93,200</u>	0	0.0%
5173-555-414 OTHER TELEPHONE				
Campground Reservation Phone (Outside Line)	2,000	2,000	0	0.0%
Cell Phones Expenses (13 Cell Phones @ \$50/Month)	7,800	7,800	0	0.0%
Clover and Other Handheld Devices	780	780	0	0.0%
Cell Phone Replacements	1,420	1,420	0	0.0%
	<u>12,000</u>	<u>12,000</u>	0	0.0%
<b>TOTAL, M &amp; O</b>	<b>772,660</b>	<b>824,790</b>	52,130	6.7%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>555-414 LAKES</b>				
5209-555-414 OTHER CAPITAL OUTLAY				
Ranger Station	87,000	87,000	0	0.0%
Security Cameras - Dixon	15,000	15,000	0	0.0%
	<u>102,000</u>	<u>102,000</u>	0	0.0%
<b>TOTAL, CAPITAL</b>	<b>102,000</b>	<b>102,000</b>	0	0.0%
5125-555-414 BUILDING MAINTENANCE	230,210	230,210	0	0.0%
5127-555-414 WAREHOUSE	4,940	4,940	0	0.0%
5164-555-414 FLEET SERVICES	198,130	169,900	(28,230)	-14.2%
5165-555-414 DUPLICATING	5,450	3,660	(1,790)	-32.8%
5172-555-414 TELECOMMUNICATIONS	9,620	9,760	140	1.5%
5174-555-414 RADIO COMMUNICATIONS	43,370	27,440	(15,930)	-36.7%
5175-555-414 MAIL & MOBILE SERVICES	1,370	1,440	70	5.1%
5178-555-414 NETWORK & SYSTEMS ADMINISTRATION	37,210	39,760	2,550	6.9%
5183-555-414 INSURANCE				
General Liability Insurance	100,130	106,250	6,120	6.1%
Property Insurance	3,600	6,110	2,510	69.7%
	<u>103,730</u>	<u>112,360</u>	8,630	8.3%
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>634,030</b>	<b>599,470</b>	(34,560)	-5.5%
<b>TOTAL, LAKES</b>	<b>\$3,977,400</b>	<b>\$4,078,810</b>	\$101,410	2.5%

**CITY OF ESCONDIDO**  
**FY 2024/25 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.

**Sources of Funds:**

Service Charges	\$34,182,000
San Diego Treatment Charge	2,850,000
Connection Charges	500,000
Interest	153,000
Sale of Recycled Water	4,000,000
Other Revenue	100,000
Agency Incentive Payments	150,000
Reimbursement from Outside Agencies	100,000
City of San Diego Reimbursements	150,000
Use of Available Fund Balance	2,671,200
<b>TOTAL, Sources</b>	<b><u><u>\$44,856,200</u></u></b>

**Uses of Funds:**

<u>Operating Budget (Wastewater/Recycled Water/Environmental Programs)</u>	
Employee Services	\$15,224,610
Maintenance and Operations	16,567,410
Capital Outlay	134,200
Internal Service Charges	2,449,930
Allocations	2,603,500
<b>TOTAL, Operating Budget</b>	<b><u><u>36,979,650</u></u></b>
Bond Principal	1,755,000
Payment of Wastewater Connection Rights	1,800,000
SRF Loan Principal	1,807,230
Transfer to Wastewater Capital Project Fund	2,905,000
Transfer to Recycling & Waste Reduction Fund	70,270
<b>TOTAL, Uses</b>	<b><u><u>\$45,317,150</u></u></b>

**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Department Summary**

**WASTEWATER**

The Wastewater and Water Reuse Division is responsible for the effective treatment of wastewater within the City’s jurisdiction and to treat the flow to various levels of EPA and State Water Resource Control Board mandated levels. The division oversees treatment and reclamation operations, all internal mechanical, electrical, control system & collection system maintenance plus all analytical laboratory analyses for process control and regulatory compliance. Additionally, the Division maintains 11 sewage lift stations, 350 miles of collection system lines. The Division is responsible for compliance to all Federal and State laws associated with wastewater treatment and water reuse.

**DEPARTMENT PRIORITIES**

- ✓ Provide safe and reliable wastewater collection, treatment and disposal for the residents, businesses and industries in Escondido and areas outside the City served by our system
- ✓ Maintain the treatment plant, pump stations, and collection system to meet or exceed all regulatory requirements in an efficient manner
- ✓ Provide for future growth and development by optimizing existing facilities and planning improvements to increase the capacity and efficiency of City facilities
- ✓ Identify and implement advanced treatment technologies to increase production and quality of plant effluent and recycled water. Provide high quality recycled water for industry, City of Escondido landscaped locations and for local agricultural growers.

**SIGNIFICANT CHANGES FROM PRIOR BUDGET**

- None

**COUNCIL  
ESSENTIAL  
SERVICE  
ALIGNMENT**



SEWER

**COUNCIL  
PRIORITY  
ALIGNMENT**

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<b>2023/24</b>	<b>2024/25</b>	<b>\$\$</b>	<b>%</b>
	<b>REVISED</b>	<b>BUDGET</b>	<b>Change</b>	<b>Change</b>
<b>558-420 WASTEWATER</b>				
5001-558-420 REGULAR FULL-TIME				
1 Asst Dir of Utilities/Constr & Eng ( <i>Dep Dir of Utilities/Construction &amp; Engineering</i> )	\$162,000	\$180,000	\$18,000	11.1%
1 Asst Dir of Utilities/Wastewater ( <i>Dep Dir of Utilities/Wastewater</i> )	151,700	159,290	7,590	5.0%
3 Associate Chemists	317,180	319,070	1,890	0.6%
1 Associate Engineer	104,900	113,160	8,260	7.9%
1 SCADA Engineer ( <i>Control Systems Analyst</i> )	128,070	136,550	8,480	6.6%
4 Control Systems Technician I, II & IIIs	432,200	432,540	340	0.1%
1 Control Systems Supervisor ( <i>Control Sys Tech Supervisor</i> )	145,100	149,210	4,110	2.8%
1 Sr Administrative Assistant ( <i>Department Assistant</i> )	40,810	45,660	4,850	11.9%
1 Engineer I/II	71,210	77,300	6,090	8.6%
1 Field Engineering Inspector	84,150	84,150	0	0.0%
1 Lab Quality Assurance Officer	100,010	104,770	4,760	4.8%
1 Laboratory Manager ( <i>Laboratory Superintendent</i> )	131,790	124,840	(6,950)	-5.3%
4 Laboratory Technician I/IIIs	357,260	374,330	17,070	4.8%
1 Maintenance and Operations Coordinator	52,700	62,000	9,300	17.6%
1 Utilities Maintenance Scheduler ( <i>Maintenance Scheduler</i> )	91,130	96,640	5,510	6.0%
5 Plant Systems Technician I/IIIs	414,140	437,660	23,520	5.7%
1 Plant Systems Technician Supervisor	121,050	128,340	7,290	6.0%
1 Principal Engineer	135,810	142,600	6,790	5.0%
1 Sr. Engineer	125,460	125,460	0	0.0%
2 Lead Plant Systems Technicians ( <i>Sr. Plant Sys Techs</i> )	214,860	227,990	13,130	6.1%
2 Wastewater Collection Supervisors ( <i>Sr. Wastewater Coll Sup</i> )	242,090	226,710	(15,380)	-6.4%
2 Lead Wastewater Collections Techs ( <i>Sr. Wastewater Coll Techs</i> )	217,380	187,770	(29,610)	-13.6%
4 Lead Wastewater Trtmt Plant Operators ( <i>Sr. Wastewater Trtmt Plant Operators</i> )	451,710	462,870	11,160	2.5%
2 Supervising Chemists	250,100	261,980	11,880	4.8%
1 Utilities Construction Manager ( <i>Utilities Const Project Mgr</i> )	108,520	113,950	5,430	5.0%
1 Utilities Maintenance Manager ( <i>Utilities Maint Superintendent</i> )	144,300	151,510	7,210	5.0%
1 Utilities Construction Coordinator	69,060	71,900	2,840	4.1%
11 Wastewater Collections Technician I/IIIs	913,030	925,260	12,230	1.3%
1 Wastewater Treatment Plant Op Supervisor	131,550	139,120	7,570	5.8%
14 Wastewater Treatment Plant Operator Trainee (I, II, III)	1,329,260	1,352,620	23,360	1.8%
1 Wastewater Operations Manager ( <i>Wastewater Trtmt Plant Sup</i> )	120,970	140,000	19,030	15.7%
Bilingual Pay	27,950	30,550	2,600	9.3%
Confined Space Team	26,220	26,220	0	0.0%
Shift Differential	33,700	33,700	0	0.0%
Vacation-Holiday Payoff	18,000	18,000	0	0.0%
	<u>7,465,370</u>	<u>7,663,720</u>	198,350	2.7%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>558-420 WASTEWATER</b>				
5004-558-420 TEMPORARY PART-TIME				
1 Laboratory Assistant	14,300	14,300	0	0.0%
Temporary Part-Time	60,840	60,840	0	0.0%
	<u>75,140</u>	<u>75,140</u>	0	0.0%
5020-558-420 OVERTIME				
Comp Time Contingency	1,100	1,100	0	0.0%
Holiday Pay	24,000	24,000	0	0.0%
Overtime (Includes Stand-By)	300,000	300,000	0	0.0%
	<u>325,100</u>	<u>325,100</u>	0	0.0%
EMPLOYEE OVERHEAD:				
5025-558-420 OTHER EMPLOYEE OVERHEAD	208,100	204,970	(3,130)	-1.5%
5026-558-420 PERS-NORMAL COST	812,050	824,860	12,810	1.6%
5029-558-420 PERS-UNFUNDED LIABILITY	2,257,100	2,623,930	366,830	16.3%
5027-558-420 MEDICAL	868,450	878,950	10,500	1.2%
5028-558-420 WORKERS' COMPENSATION	440,970	347,300	(93,670)	-21.2%
5030-558-420 FLEXIBLE BENEFITS	100,710	104,710	4,000	4.0%
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>12,552,990</b>	<b>13,048,680</b>	495,690	3.9%
5101-558-420 OFFICE/OPERATING SUPPLIES				
Laboratory Supplies	160,000	160,000	0	0.0%
Lubricants	15,000	15,000	0	0.0%
Office Supplies	4,500	10,800	6,300	140.0%
Laboratory Gas	10,000	10,000	0	0.0%
	<u>189,500</u>	<u>195,800</u>	6,300	3.3%
5105-558-420 SAFETY EQUIPMENT	100,000	100,000	0	0.0%
5106-558-420 CHEMICALS				
Treatment Chemicals	880,100	880,100	0	0.0%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<b>2023/24</b>	<b>2024/25</b>	<b>\$\$</b>	<b>%</b>
	<b>REVISED</b>	<b>BUDGET</b>	<b>Change</b>	<b>Change</b>
<b>558-420 WASTEWATER</b>				
5107-558-420 MINOR TOOLS & EQUIPMENT				
Composite Manhole Covers	35,000	40,000	5,000	14.3%
Materials and tools (Collection System)	120,000	120,000	0	0.0%
Materials and tools HARRF (Ops, CST, PST)	120,000	120,000	0	0.0%
Plant and Lift Station Valves	100,000	100,000	0	0.0%
	<u>375,000</u>	<u>380,000</u>	5,000	1.3%
5126-558-420 MAINTENANCE OF EQUIPMENT				
Centrifuge Major Maintenance	200,000	200,000	0	0.0%
Emergency Generator Fuel	12,000	12,000	0	0.0%
Lift Station Controls - SCADA	100,000	100,000	0	0.0%
Lift Station Electrical	75,000	75,000	0	0.0%
Lift Station Parts	125,000	125,000	0	0.0%
Lift Station Pumps	85,000	105,000	20,000	23.5%
Lift Station Telemetry	15,000	15,000	0	0.0%
Parts, Mach. Shop, Motor Repair	200,000	200,000	0	0.0%
Plant Controls	75,000	75,000	0	0.0%
Plant Electrical	100,000	100,000	0	0.0%
Plant Instrumentation	100,000	100,000	0	0.0%
Plant Pumps	60,000	80,000	20,000	33.3%
Plant Security Cameras	27,000	27,000	0	0.0%
Power Bldg Preventative Maintenance	45,000	50,000	5,000	11.1%
Rag Chopper and Grinder Pumps	100,000	100,000	0	0.0%
Variable Frequency Drive Units (VFD's)	25,000	25,000	0	0.0%
	<u>1,344,000</u>	<u>1,389,000</u>	45,000	3.3%
5131-558-420 PROFESSIONAL SERVICES/CONTRACTS				
Biosolids Handling/Hauling	900,000	900,000	0	0.0%
Consulting Services	265,000	265,000	0	0.0%
Contract Maintenance	560,000	566,720	6,720	1.2%
Crane Certification	15,000	15,000	0	0.0%
Hadronix Smart Covers	75,000	75,000	0	0.0%
Lift Station Arc Flash Study	50,000	50,000	0	0.0%
Ocean Outfall Maintenance and Operation	1,050,000	1,050,000	0	0.0%
Outside Laboratory Testing	300,000	300,000	0	0.0%
SDFA Reporting	860	860	0	0.0%
Southern California Kelp Survey	13,000	13,000	0	0.0%
System Pest Mitigation (Collection Vector Mitigation)	20,000	20,000	0	0.0%
Work Uniforms	25,000	25,000	0	0.0%
Federal Lobbying Fees	12,000	24,000	12,000	100.0%
State Lobbying Fees	0	15,000	15,000	100.0%
	<u>3,285,860</u>	<u>3,319,580</u>	33,720	1.0%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>558-420 WASTEWATER</b>				
5160-558-420 TRAINING AND MEETINGS				
Seminars, Conferences, Workshops	25,000	25,000	0	0.0%
5161-558-420 MILEAGE REIMBURSEMENT				
Miscellaneous	800	800	0	0.0%
5162-558-420 DUES AND SUBSCRIPTIONS				
Assoc CA Water Agencies	16,000	16,000	0	0.0%
CA Water Environment Assoc	14,600	14,600	0	0.0%
Professional Memberships	8,000	8,000	0	0.0%
Water Environment Federation	1,000	1,000	0	0.0%
Engineering License Renewals	3,000	3,000	0	0.0%
Operator Certification Renewals	9,000	9,500	500	5.6%
	<u>51,600</u>	<u>52,100</u>	500	1.0%
5166-558-420 OTHER DUPLICATING				
Miscellaneous	1,250	1,250	0	0.0%
5167-558-420 ADVERTISING AND PRINTING				
Community Notices	5,000	5,000	0	0.0%
5168-558-420 PERMITS				
Department of Environmental Health (DEH) Permitting	6,200	6,200	0	0.0%
Lab Accreditation Fee	12,000	12,000	0	0.0%
NPDES Permit Fee (Discharge Permit)	80,000	80,000	0	0.0%
San Diego County APCD Test Fees	16,800	16,800	0	0.0%
San Diego County Hazardous Materials Reg.	3,800	3,800	0	0.0%
SWRCB Bap Protection Toxic Cleanup Program	11,000	11,000	0	0.0%
	<u>129,800</u>	<u>129,800</u>	0	0.0%
5170-558-420 UTILITIES				
Cathodic Protection Electrical	1,000	1,000	0	0.0%
Lift Station Energy	276,750	276,750	0	0.0%
Main Plant Electrical	3,260,000	3,310,000	50,000	1.5%
Main Plant Natural Gas	310,000	310,000	0	0.0%
	<u>3,847,750</u>	<u>3,897,750</u>	50,000	1.3%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>558-420 WASTEWATER</b>				
5171-558-420 WATER				
City Water	530,000	675,200	145,200	27.4%
5173-558-420 OTHER TELEPHONE				
Cellular Phones (65 Cell phones & ipads)	43,500	43,500	0	0.0%
Cell Phone Replacements	3,460	3,460	0	0.0%
	<u>46,960</u>	<u>46,960</u>	0	0.0%
5180-558-420 RENT				
Facility Lease	328,770	328,770	0	0.0%
5190-558-420 OTHER EXPENSE				
County Health Overflow Sampling Charges	2,000	2,000	0	0.0%
Damage Repair Contingency	25,000	25,000	0	0.0%
Driver's License Renewals (Class A & B)	800	800	0	0.0%
Pretreatment Program Surcharge	900	900	0	0.0%
Real Estate Taxes	3,000	3,000	0	0.0%
SDCWA Internship	11,500	11,500	0	0.0%
Overtime Meals	2,100	2,100	0	0.0%
	<u>45,300</u>	<u>45,300</u>	0	0.0%
5193-558-420 SOFTWARE				
Cityworks-AMS/PLL Licensing	55,650	0	(55,650)	-100.0%
CUES (CCTV Software) Granite Net	4,500	9,000	4,500	100.0%
Hach/Wimms (Data Storage)	6,400	6,400	0	0.0%
Hydraulic Modeling (Innovyze)	6,200	6,200	0	0.0%
LIMMS Support (Laboratory Data)	20,000	20,000	0	0.0%
Rockwell Software Support (PLC software)	9,000	9,000	0	0.0%
Underground Service Alert	10,000	10,000	0	0.0%
Utility Billing Software	60,720	60,720	0	0.0%
Wonderware Support (Control Software- SCADA)	25,000	25,000	0	0.0%
Workday ERP Software Subscription (11% Share)	22,200	0	(22,200)	-100.0%
Auto Cad- CSA	5,060	5,060	0	0.0%
Auto Cad- Zones (Engineers)	570	570	0	0.0%
	<u>225,300</u>	<u>151,950</u>	(73,350)	-32.6%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<b>2023/24</b>	<b>2024/25</b>	<b>\$\$</b>	<b>%</b>
	<b>REVISED</b>	<b>BUDGET</b>	<b>Change</b>	<b>Change</b>
<b>558-420 WASTEWATER</b>				
5194-558-420 MINOR OFFICE EQUIPMENT				
Computers	12,000	12,000	0	0.0%
Laptops	12,500	12,500	0	0.0%
Monitors	8,000	8,000	0	0.0%
Printers	10,000	10,000	0	0.0%
	<u>42,500</u>	<u>42,500</u>	0	0.0%
5501-558-420 INTEREST EXPENSE				
MFRO	505,260	285,890	(219,370)	-43.4%
Aeration Blower	0	2,320	2,320	100.0%
RW Brine Line	0	80,810	80,810	100.0%
RW Mains & Tanks	0	91,930	91,930	100.0%
	<u>505,260</u>	<u>460,950</u>	(44,310)	-8.8%
5502-558-420 BOND INTEREST	1,097,120	1,006,920	(90,200)	-8.2%
5505-558-420 BOND EXPENSE	98,500	97,990	(510)	-0.5%
5509-555-420 BOND AMORTIZATION				
Amortization of Bond Premium/Discount	(549,970)	(546,920)	3,050	-0.6%
<b>TOTAL, M &amp; O</b>	<b>12,605,400</b>	<b>12,685,800</b>	80,400	0.6%
5209-558-420 OTHER CAPITAL OUTLAY				
Backhoe Rock Breaker	20,000	0	(20,000)	-100.0%
Conduit Pipe Bender	9,400	0	(9,400)	-100.0%
Digester Gas Flow Meters	2,800	0	(2,800)	-100.0%
Industrial Plant Computers	5,000	0	(5,000)	-100.0%
Easement Mowing Trailer	8,000	0	(8,000)	-100.0%
Pan and Tilt Lateral Camera	30,000	0	(30,000)	-100.0%
Plant and Lift Station Security Cameras	25,000	25,000	0	0.0%
10" Cuttler Cartidge	0	10,000	10,000	100.0%
Tank Mixer	0	15,000	15,000	100.0%
Hach Filtrax	0	14,000	14,000	100.0%
Microwave Digestion Unit	0	51,000	51,000	100.0%
Turbidity Meters	18,600	19,200	600	3.2%
	<u>118,800</u>	<u>134,200</u>	15,400	13.0%
<b>TOTAL, CAPITAL OUTLAY</b>	<b>118,800</b>	<b>134,200</b>	15,400	13.0%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<b>2023/24</b>	<b>2024/25</b>	<b>\$\$</b>	<b>%</b>
	<b>REVISED</b>	<b>BUDGET</b>	<b>Change</b>	<b>Change</b>
<b>558-420 WASTEWATER</b>				
5125-558-420 BUILDING MAINTENANCE	369,240	369,240	0	0.0%
5127-558-420 WAREHOUSE	13,150	13,150	0	0.0%
5164-558-420 FLEET SERVICES	825,320	436,850	(388,470)	-47.1%
5165-558-420 DUPLICATING	13,180	4,630	(8,550)	-64.9%
5172-558-420 TELECOMMUNICATIONS	28,050	33,000	4,950	17.6%
5174-558-420 RADIO COMMUNICATIONS	62,500	39,550	(22,950)	-36.7%
5175-558-420 MAIL & MOBILE SERVICES	8,690	7,810	(880)	-10.1%
5178-558-420 NETWORK & SYSTEMS ADMINISTRATION	315,910	311,900	(4,010)	-1.3%
5183-558-420 INSURANCE				
General Liability Insurance	433,800	421,210	(12,590)	-2.9%
Property Insurance	302,160	588,630	286,470	94.8%
	<u>735,960</u>	<u>1,009,840</u>	273,880	37.2%
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>2,372,000</b>	<b>2,225,970</b>	(146,030)	-6.2%
<b>SUBTOTAL, WASTEWATER</b>	<b>27,649,190</b>	<b>28,094,650</b>	445,460	1.6%
<b>5901-558-420 ALLOCATED IN</b>				
Building	204,990	134,560	(70,430)	-34.4%
City Attorney	381,420	426,370	44,950	11.8%
City Clerk	104,650	172,110	67,460	64.5%
City Council	92,200	14,560	(77,640)	-84.2%
City Manager	349,830	438,940	89,110	25.5%
City Treasurer	66,760	49,350	(17,410)	-26.1%
Code Compliance	82,820	44,990	(37,830)	-45.7%
Communications	37,740	57,410	19,670	52.1%
Engineering	122,290	163,580	41,290	33.8%
Environmental Programs	644,940	689,720	44,780	6.9%
Finance	849,930	851,220	1,290	0.2%
Fire	30,880	0	(30,880)	-100.0%
Human Resources	284,800	241,600	(43,200)	-15.2%
Information Systems	477,360	489,670	12,310	2.6%
Maintenance-Streets	133,650	132,220	(1,430)	-1.1%
Maintenance-Parks	106,570	117,760	11,190	10.5%
Non-Departmental	0	107,560	107,560	100.0%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>558-420 WASTEWATER</b>				
5901-558-420 ALLOCATED IN (CONTINUED)				
Planning	122,970	27,340	(95,630)	-77.8%
Police	43,930	0	(43,930)	-100.0%
Risk Management	47,430	48,970	1,540	3.2%
Digital Media Services	25,500	30,310	4,810	18.9%
Water	<u>250,880</u>	<u>240,150</u>	(10,730)	-4.3%
	4,461,540	4,478,390	16,850	0.4%
5902-558-420 ALLOCATED OUT				
Environmental Programs	(31,030)	(35,030)	(4,000)	12.9%
Recycled Water	(1,381,610)	(1,432,970)	(51,360)	3.7%
Water	(1,359,950)	(1,583,500)	(223,550)	16.4%
Capital Improvement Projects	<u>(136,500)</u>	<u>(136,500)</u>	0	0.0%
	(2,909,090)	(3,188,000)	(278,910)	9.6%
<b>TOTAL, WASTEWATER</b>	<b>\$29,201,640</b>	<b>\$29,385,040</b>	\$183,400	0.6%

CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Department Summary

**RECYCLED WATER**

The Recycled Water division produces recycled water from the Hale Avenue Resource Recovery Facility (the “HARRF”) and distributes it to various City landscape irrigation customers including golf courses, school fields, City parks and green belts. Improvements to the HARRF allow the plant to treat wastewater to a level that is approved for irrigation, manufacturing and other non-drinking, or non-potable purposes. Recycled water offsets higher cost purchases of imported potable water and represent an additional reliable source of local water supply.

**DEPARTMENT PRIORITIES**

- ✓ Safely treat and distribute reliable recycled water for irrigation of landscapes and crops, and to serve needs for industrial water
- ✓ Maximize recycled water treatment and delivery to reduce local dependence on imported water
- ✓ Efficiently maintain the reclaimed water system to maximize water supply reliability

**SIGNIFICANT CHANGES FROM PRIOR BUDGET**

- None

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<p><b>COUNCIL ESSENTIAL SERVICE ALIGNMENT</b></p>	 PARKS FACILITIES	 CLEAN WATER	 SEWER
<p><b>COUNCIL PRIORITY ALIGNMENT</b></p>			

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>558-422 RECYCLED WATER</b>				
5001-558-422 REGULAR FULL-TIME				
1 Sr. Cross Connection Technician	\$103,570	\$99,940	(\$3,630)	-3.5%
1 Cross Connection Tech II	77,010	86,200	9,190	11.9%
	<u>180,580</u>	<u>186,140</u>	5,560	3.1%
EMPLOYEE OVERHEAD:				
5025-558-422 OTHER EMPLOYEE OVERHEAD	5,120	5,100	(20)	-0.4%
5026-558-422 PERS-NORMAL COST	17,750	18,500	750	4.2%
5029-558-422 PERS-UNFUNDED LIABILITY	55,310	63,980	8,670	15.7%
5027-558-422 MEDICAL	29,940	30,100	160	0.5%
5028-558-422 WORKERS' COMPENSATION	13,560	11,970	(1,590)	-11.7%
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>302,260</b>	<b>315,790</b>	13,530	4.5%
5101-558-422 OFFICE/OPERATING SUPPLIES				
Office and Operating Supplies	0	1,500	1,500	100.0%
Water Reclamation Program Supplies	7,000	12,000	5,000	71.4%
	<u>7,000</u>	<u>13,500</u>	6,500	92.9%
5106-558-422 CHEMICALS				
Treatment Chemicals	675,000	675,000	0	0.0%
5107-558-422 MINOR TOOLS & EQUIPMENT				
Chlor-Dechlor Supplies & Equipment	0	85,000	85,000	100.0%
Tools and Parts (MFRO, IBPS, & Title 22)	50,000	50,000	0	0.0%
	<u>50,000</u>	<u>135,000</u>	85,000	170.0%
5126-558-422 MAINTENANCE OF EQUIPMENT				
Recycled Water Maintenance Equipment	210,000	210,000	0	0.0%
MFRO Equipment Maintenance	300,000	300,000	0	0.0%
Recycled Water Pump Maintenance	200,000	200,000	0	0.0%
	<u>710,000</u>	<u>710,000</u>	0	0.0%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>558-422 RECYCLED WATER</b>				
5131-558-422 PROFESSIONAL SERVICES/CONTRACTS				
Chlor-Dechlor Supplies & Equipment	85,000	0	(85,000)	-100.0%
Cleaning/Inspection Recycled Water Reservoir	12,500	15,000	2,500	20.0%
Contract Maintenance	20,000	40,000	20,000	100.0%
Outside Laboratory Testing	120,000	120,000	0	0.0%
	<u>237,500</u>	<u>175,000</u>	(62,500)	-26.3%
5162-558-422 DUES AND SUBSCRIPTIONS				
WaterReuse	8,000	8,000	0	0.0%
5167-558-422 ADVERTISING AND PRINTING				
Water Reclamation Materials - Public Outreach	500	2,000	1,500	300.0%
5168-558-422 PERMITS				
NPDES Permit Fee	120,000	125,000	5,000	4.2%
Department of Environmental Health	1,500	1,500	0	0.0%
	<u>121,500</u>	<u>126,500</u>	5,000	4.1%
5170-558-422 UTILITIES				
Reclaimed Water Treatment (Electrical)	618,460	618,460	0	0.0%
MFRO Electrical	780,000	780,000	0	0.0%
	<u>1,398,460</u>	<u>1,398,460</u>	0	0.0%
5171-558-422 CITY WATER				
City Water	50,000	50,000	0	0.0%
5190-558-422 OTHER EXPENSE				
Department of Health Services	20,000	20,000	0	0.0%
5193-558-422 SOFTWARE				
Underground Service Alert	10,000	10,000	0	0.0%
SCADA	0	11,000	11,000	100.0%
	<u>10,000</u>	<u>21,000</u>	11,000	110.0%
<b>TOTAL, M &amp; O</b>	<b>3,287,960</b>	<b>3,334,460</b>	46,500	1.4%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>558-422 RECYCLED WATER</b>				
5164-558-422 FLEET SERVICES	6,800	6,920	120	1.8%
5178-558-422 NETWORK & SYSTEMS ADMINISTRATION	2,670	2,700	30	1.1%
5183-558-422 INSURANCE				
General Liability Insurance	23,950	29,510	5,560	23.2%
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>33,420</b>	<b>39,130</b>	5,710	17.1%
<b>SUBTOTAL, RECYCLED WATER</b>	<b>3,623,640</b>	<b>3,689,380</b>	65,740	1.8%
5901-558-422 ALLOCATED IN				
Wastewater	1,381,610	1,432,970	51,360	3.7%
Water	69,390	67,120	(2,270)	-3.3%
	<u>1,451,000</u>	<u>1,500,090</u>	49,090	3.4%
<b>TOTAL, RECYCLED WATER</b>	<b>\$5,074,640</b>	<b>\$5,189,470</b>	\$114,830	2.3%

CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Department Summary

**ENVIRONMENTAL PROGRAMS**

The Utilities Environmental Programs Division administers programs designed to protect and enhance environmental resources in waterways. Staff monitor and enforce compliance and reporting for wastewater collections, storm water, and water conservation. This is achieved by close coordination with other key departments, including Public Works, Engineering Services, Community Development, and other divisions of Utilities.

**DEPARTMENT PRIORITIES**

- ✓ Ensure and advance compliance with federal and state storm water regulations on a local, watershed, and regional basis
- ✓ Manage City programs to monitor pre-treatment of sewer discharges and water conservation
- ✓ Provide education and public outreach to municipal employees, residents, businesses, and other environmental stakeholders
- ✓ Apply for, implement, and report on environmental resource agency permits for City projects (e.g., maintenance projects which may impact wetlands or waterways)

**SIGNIFICANT CHANGES FROM PRIOR BUDGET**

- None

**COUNCIL  
ESSENTIAL  
SERVICE  
ALIGNMENT**



**COUNCIL  
PRIORITY  
ALIGNMENT**

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>558-440 ENVIRONMENTAL PROGRAMS</b>				
5001-558-440 REGULAR FULL-TIME				
1 Assistant Environmental Programs Specialist	\$56,260	\$58,140	\$1,880	3.3%
4 Environmental Compliance Inspectors	304,950	347,190	42,240	13.9%
1 Environmental Programs Manager/Utilities	107,000	129,470	22,470	21.0%
2 Environmental Programs Specialists	144,660	152,260	7,600	5.3%
1 Environmental Programs Supervisor ( <i>Sr. Env Prog Specialist</i> )	88,140	96,570	8,430	9.6%
1 Utility Environmental Prog Supervisor ( <i>Envrmt Compl Sup</i> )	124,980	124,980	0	0.0%
2 Sr. Environmental Compliance Inspectors	186,060	206,200	20,140	10.8%
Bilingual Pay	1,300	1,300	0	0.0%
	<u>1,013,350</u>	<u>1,116,110</u>	102,760	10.1%
EMPLOYEE OVERHEAD:				
5025-558-440 OTHER EMPLOYEE OVERHEAD	31,850	33,030	1,180	3.7%
5026-558-440 PERS-NORMAL COST	116,890	127,310	10,420	8.9%
5029-558-440 PERS-UNFUNDED LIABILITY	312,200	382,540	70,340	22.5%
5027-558-440 MEDICAL	143,260	146,040	2,780	1.9%
5028-558-440 WORKERS' COMPENSATION	35,080	28,810	(6,270)	-17.9%
5030-558-440 FLEXIBLE BENEFITS	25,180	26,300	1,120	4.4%
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>1,677,810</b>	<b>1,860,140</b>	182,330	10.9%
5101-558-440 OFFICE/OPERATING SUPPLIES				
General Office Supplies	10,000	10,000	0	0.0%
Stormwater Stenciling Supplies	100	100	0	100.0%
	<u>10,100</u>	<u>10,100</u>	0	0.0%
5126-558-440 MAINTENANCE OF EQUIPMENT				
Field Equipment	300	300	0	0.0%
Monitoring and Sampling	200	200	0	0.0%
	<u>500</u>	<u>500</u>	0	0.0%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>558-440 ENVIRONMENTAL PROGRAMS</b>				
5131-558-440 PROFESSIONAL SERVICES/CONTRACTS				
Carlsbad Watershed Management Area Compliance	90,000	90,000	0	0.0%
Dry Weather Outfall Monitoring Program	70,000	70,000	0	0.0%
Regional Program Costs	40,000	40,000	0	0.0%
San Dieguito Watershed Management Area Compliance	75,000	75,000	0	0.0%
Technical Support - Jurisdictional Compliance	100,000	100,000	0	0.0%
Wetland Permitting Support	60,000	60,000	0	0.0%
Mitigation Area Maintenance	20,000	0	(20,000)	100.0%
Industrial Pretreatment Support	25,000	10,000	(15,000)	100.0%
Uniforms	250	2,500	2,250	100.0%
	<u>480,250</u>	<u>447,500</u>	(32,750)	-6.8%
5160-558-440 TRAINING AND MEETINGS				
Seminars, Conferences, Workshops	12,000	12,000	0	0.0%
5161-558-440 MILEAGE REIMBURSEMENT				
Miscellaneous	300	300	0	0.0%
5162-558-440 DUES AND SUBSCRIPTIONS				
BMP Manuals	1,250	1,250	0	0.0%
Professional Licensing Fees	1,500	2,000	500	33.3%
	<u>2,750</u>	<u>3,250</u>	500	18.2%
5167-558-440 ADVERTISING AND PRINTING				
Public Education and Awareness Program	2,000	1,000	(1,000)	-50.0%
5168-558-440 PERMITS				
Permits and Fees (RWQCB Fees)	60,000	60,000	0	0.0%
5173-558-440 OTHER TELEPHONE				
Cell Phones (17 Devices - Cell Phones/ipads)	8,500	8,500	0	0.0%
5193-558-440 SOFTWARE				
Software Licenses (Adobe, etc.)	1,000	1,000	0	0.0%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>558-440 ENVIRONMENTAL PROGRAMS</b>				
5194-558-440 MINOR OFFICE EQUIPMENT				
Computer Accessories (Monitors, Tablets, etc.)	3,000	3,000	0	0.0%
<b>TOTAL, M &amp; O</b>	<b>580,400</b>	<b>547,150</b>	(33,250)	-5.7%
5164-558-440 FLEET SERVICES				
5165-558-440 DUPLICATING	0	1,670	1,670	100.0%
5178-558-440 NETWORK & SYSTEMS ADMINISTRATION	28,930	24,680	(4,250)	-14.7%
5183-558-440 INSURANCE				
General Liability Insurance	75,640	100,080	24,440	32.3%
Property Insurance	3,050	6,690	3,640	119.3%
	<u>78,690</u>	<u>106,770</u>	28,080	35.7%
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>162,640</b>	<b>184,830</b>	22,190	13.6%
<b>SUBTOTAL, ENVIRONMENTAL PROGRAMS</b>	<b>2,420,850</b>	<b>2,592,120</b>	171,270	7.1%
5901-558-440 ALLOCATED IN				
Engineering	281,410	354,400	72,990	25.9%
Maintenance/Parks	31,480	33,180	1,700	5.4%
Maintenance/Streets	71,550	74,140	2,590	3.6%
Wastewater	31,030	35,030	4,000	12.9%
Water	75,230	66,750	(8,480)	-11.3%
Recycling & Waste Reduction	17,100	19,000	1,900	11.1%
	<u>507,800</u>	<u>582,500</u>	74,700	14.7%
5902-558-440 ALLOCATED OUT				
Wastewater	(644,940)	(689,720)	(44,780)	6.9%
Water	(74,490)	(79,760)	(5,270)	7.1%
	<u>(719,430)</u>	<u>(769,480)</u>	(50,050)	7.0%
<b>TOTAL, ENVIRONMENTAL PROGRAMS</b>	<b>\$2,209,220</b>	<b>\$2,405,140</b>	\$195,920	8.9%

**CITY OF ESCONDIDO  
 FY 2024/25 Operating Budget  
 Enterprise Fund Sources and Uses**

**RECYCLING AND WASTE REDUCTION**

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

**Sources of Funds:**

AB939/Mandatory Recycling	\$347,000
Beverage Recycling	37,000
Household Hazardous Waste	230,000
Recycling Education Grant	7,000
SB 1383 Local Assistance Grant	215,000
Used Oil Recycling	20,000
Transfer from Wastewater Fund	118,225
<b>TOTAL, Sources</b>	<b>\$974,225</b>

**Uses of Funds:**

Employee Services	\$446,120
Maintenance and Operations	411,020
Internal Service Charges	128,120
Allocations	(27,660)
Add to Available Fund Balance	16,625
<b>TOTAL, Uses</b>	<b>\$974,225</b>

**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Department Summary**

## RECYCLING AND WASTE REDUCTION

Recycling & Waste Reduction works closely with the City's exclusive hauler, Escondido Disposal, to serve residents and businesses. This includes promoting the continuously evolving definition of recyclable materials; relaying questions and concerns between EDI and the public; providing easy access to EDI schedules and services; publicizing and overseeing the collection of household hazardous waste; monitoring the annual collection of Christmas trees for recycling; and assisting EDI representatives to encourage a better understanding of recent changes in state laws.

Lake Cleanups – In collaboration with I Love A Clean San Diego, Recycling stages two cleanups at Dixon Lake each year. The Creek to Bay and the Coastal Cleanup events are part of an international campaign to promote community involvement in removing trash from the world's waterways. City employees manage volunteer registration, train hundreds of volunteers each year, provide supplies, and celebrate their efforts.

E-Waste & HHW – Recycling staff secure venues, publicize, and serve as ambassadors at the free biannual e-waste events which include onsite document destruction. Household hazardous waste (HHW) collection events are offered twice a month, by appointment, at no cost to City residents.

Used Oil Filter Exchange – Through state-won grants, Recycling partners with local auto parts stores to educate DIY auto mechanics on the process of recycling used oil and oil filters.

Composting Workshops – The workshops include demonstration and instruction in building and maintaining a backyard compost pile and worm bin (vermicomposting). In addition to promoting waste reduction and diversion, the workshop explains the issue of organic waste, which comprises 40% of the City's waste stream.

We Clean Escondido – Program recognizing volunteer litter-collection efforts. The City provides litter bags and vests to groups which adopt specific areas of the City to clean on a monthly basis.

School District Recycling – Recycling collaborates with the elementary school district through several avenues. An annual Earth Day poster contest encompasses all of the City's K-8 public and private schools. The contest culminates with the mayor lauding 30 finalists at a ceremony held in City Council Chambers. Recycling also supports a campaign to expand school recycling and reduce the district's waste stream, thereby assisting compliance with state laws and cutting trash-related costs. Appearances at school health and environmental fairs is another Recycling outreach event.

State Mandated Regulations – The state of California is a leader in regulations and legislation protecting the environment. Recycling addresses the ever-changing world of current and upcoming legislation as it impacts the City and provides documentation illustrating compliance with required regulations and laws.

### DEPARTMENT PRIORITIES

- ✓ Meet requirements for state assembly bills 1383 (short-lived climate pollutants) 939 (waste diversion goals), 341 (mandatory commercial recycling), and 1826 (mandatory commercial organics recycling) 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 state and federal household 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

**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Department Summary**

**RECYCLING AND WASTE REDUCTION**

- ✓ Implement and monitor newly revised contract of franchised waste hauler to ensure compliance with contract requirements for trash, recycling, and organics recycling collection, processing and disposal, all while supporting resident expectations and high-quality customer service
- ✓ Meet recycling and waste-reduction community outreach and education goals by continuing, supporting and implementing litter prevention and cleanup programs as well as presenting at fairs, school functions, community centers, and household hazardous waste events

**SIGNIFICANT CHANGES FROM PRIOR BUDGET**

- None

**COUNCIL  
ESSENTIAL  
SERVICE  
ALIGNMENT**



**COUNCIL  
PRIORITY  
ALIGNMENT**

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>561-407 RECYCLING AND WASTE REDUCTION</b>				
5001-561-407 REGULAR FULL-TIME				
1 2 Program Assistant ( <i>reclassification</i> )	\$108,100	\$60,270	(\$47,830)	-44.2%
1 Program Coordinator	65,820	0	(65,820)	-100.0%
1 Recycling Program Specialist I/II	0	66,880	\$66,880	100.0%
1 Recycling Program Supervisor	0	82,190	82,190	100.0%
1 Sr Administrative Assistant ( <i>Administrative Assistant</i> )	42,100	43,230	1,130	2.7%
Bilingual Pay	1,950	1,950	0	0.0%
	<u>217,970</u>	<u>254,520</u>	36,550	16.8%
5020-561-407 OVERTIME	1,500	5,000	3,500	233.3%
EMPLOYEE OVERHEAD:				
5025-561-407 OTHER EMPLOYEE OVERHEAD	9,780	10,300	520	5.3%
5026-561-407 PERS-NORMAL COST	24,950	29,170	4,220	16.9%
5029-561-407 PERS-UNFUNDED LIABILITY	66,170	76,670	10,500	15.9%
5027-561-407 MEDICAL	12,410	65,350	52,940	426.6%
5028-561-407 WORKERS' COMPENSATION	2,790	2,630	(160)	-5.7%
5030-561-407 FLEXIBLE BENEFITS	0	2,480	2,480	100.0%
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>335,570</b>	<b>446,120</b>	110,550	32.9%
5101-561-407 OFFICE/OPERATING SUPPLIES				
Containers and Equipment	9,000	9,000	0	0.0%
General Office Supplies	1,700	1,700	0	0.0%
	<u>10,700</u>	<u>10,700</u>	0	0.0%
5131-561-407 PROFESSIONAL SERVICES/CONTRACTS				
Household Hazardous Waste Collection	100,000	100,000	0	0.0%
PW Yard Hazmat Pickup	20,000	20,000	0	0.0%
	<u>120,000</u>	<u>120,000</u>	0	0.0%
5160-561-407 TRAINING AND MEETINGS				
Seminars, Conferences, Workshops	6,000	6,000	0	0.0%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>561-407 RECYCLING AND WASTE REDUCTION</b>				
5162-561-407 DUES & SUBSCRIPTIONS	500	500	0	0.0%
5167-561-407 ADVERTISING AND PRINTING	7,000	7,000	0	0.0%
5190-561-407 OTHER EXPENSE				
Beverage Recycling City/County Payment Program (Grant)	37,740	37,750	10	0.0%
Litter Removal/Composting/Curbside Recycling Programs	10,550	10,550	0	0.0%
RSWA Recycling Education (Grant)	7,000	0	(7,000)	-100.0%
SB1383 Mandated Programs	190,000	197,980	7,980	4.2%
Used Oil Payment Program (Grant)	22,910	20,540	(2,370)	-10.3%
	<u>268,200</u>	<u>266,820</u>	(1,380)	-0.5%
<b>TOTAL, M &amp; O</b>	<b>412,400</b>	<b>411,020</b>	(1,380)	-0.3%
5125-561-407 BUILDING MAINTENANCE	104,720	104,720	0	0.0%
5164-561-407 FLEET SERVICES	5,630	1,150	(4,480)	-79.6%
5178-561-407 NETWORK & SYSTEMS ADMINISTRATION	9,970	9,010	(960)	-9.6%
5183-561-407 INSURANCE				
General Liability Insurance	14,230	12,770	(1,460)	-10.3%
Property Insurance	230	470	240	104.3%
	<u>14,460</u>	<u>13,240</u>	(1,220)	-8.4%
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>134,780</b>	<b>128,120</b>	(6,660)	-4.9%
<b>SUBTOTAL, RECYCLING AND WASTE REDUCTION</b>	<b>882,750</b>	<b>985,260</b>	102,510	11.6%
5901-561-407 ALLOCATED IN				
Water	12,820	10,340	(2,480)	-19.3%
5902-561-407 ALLOCATED OUT				
Environmental Programs	(17,100)	(19,000)	(1,900)	11.1%
Water	(17,100)	(19,000)	(1,900)	11.1%
	<u>(34,200)</u>	<u>(38,000)</u>	(3,800)	11.1%
<b>TOTAL, RECYCLING AND WASTE REDUCTION</b>	<b>\$861,370</b>	<b>\$957,600</b>	\$96,230	11.2%

# INTERNAL SERVICE FUNDS

**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Department Summary**

## BUILDING MAINTENANCE

The Building Maintenance Internal Service Fund was created to account for transactions related to the maintenance and repair of City facilities. Costs to other departments are billed through charges to each affected department for services received. Funds are collected on an annual basis through each affected departments operating budget and deposited into the Building Maintenance Fund. This fund may also accumulate reserves that can be used for major repairs, unanticipated expenses, and planned capital projects.

Facility Maintenance - Facility maintenance performs a variety of services such as preventative maintenance, minor work orders, small remodels, capital project management, and energy conservation for all City departments.

Custodial Maintenance - Custodial maintenance performs cleaning and room setups at a number of the City's major facilities. They are also typically responsible for opening and securing their assigned building.

Capital Projects - Building Maintenance manages a number of capital projects each year, in addition to the day-to-day activities. These projects usually go out to public bid and are awarded to various contractors. Projects can range from a few thousand dollars, to hundreds of thousands of dollars.

### DEPARTMENT PRIORITIES

- ✓ 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

### SIGNIFICANT CHANGES FROM PRIOR BUDGET

To keep the FY2024/25 budget flat and minimize the financial impacts to the General Fund, Building Maintenance has identified \$2,940,000 in deferred and unbudgeted maintenance at City facilities:

Public Works Yard – Charger building renovation (carpet, paint, roof, and lighting upgrades), Administration building exterior painting, and Fleet Services roof repairs and awning replacement. Estimated Public Works Yard building maintenance unbudgeted/deferred maintenance cost of \$390,000

City Hall – Carpet replacement, exterior stucco repair and painting, roof repairs, and dome painting. Estimated City Hall unbudgeted/deferred maintenance cost of \$1,375,000

Police & Fire Headquarters (PAFH)/Fire Stations – HVAC upgrades to Fire Station No. 2, 4, 6, and 7, commercial water heater replacement, Fire Stations/PAFH gate repairs and painting. Estimated PAFH/Fire Station unbudgeted/deferred maintenance costs of \$375,000

Park Avenue Community Center (PACC) – Exterior painting of PACC facility. Estimated PACC unbudgeted/deferred maintenance costs of \$150,000

Rod McLeod Park – Replacement of wood eaves, beams, and posts at restroom facility due to wood rot and termite damage. Estimated Rod McLeod unbudgeted restroom repairs of \$100,000.

**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Department Summary**

**BUILDING MAINTENANCE**

Dixon Lake – Replacement of cast iron waste and vent pipe piping in park restrooms. Estimated unbudgeted Dixon Lake restroom repairs is \$50,000.

Citywide Roofs – Unbudgeted roof maintenance (lift/resets and underlayment), repairs, and replacement at City owned buildings. Estimated unbudgeted annual roof repairs at City owned buildings is \$500,000.

**COUNCIL  
ESSENTIAL  
SERVICE  
ALIGNMENT**



**COUNCIL  
PRIORITY  
ALIGNMENT**

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Internal Service Fund Sources and Uses**

**BUILDING MAINTENANCE**

This fund was created to account for the annual operation costs 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.

**Sources of Funds:**

Charges to Departments:

City Council	\$54,830
City Manager	163,950
City Attorney	79,050
City Clerk	80,820
City Treasurer	18,150
Finance	109,110
Human Resources & Risk Management	92,020
Information Systems Administration	104,600
Community Services	483,600
Library	202,300
Older Adult Services	295,760
Communications	6,620
Planning/Building/Code Compliance	173,290
Engineering	226,010
Maintenance/Streets	78,820
Maintenance/Parks	340,100
Radio Communications	5,060
Police	1,561,900
Fire	966,300
Center for the Arts	1,008,960
CDBG Administration	9,970
Successor Agency-Housing	4,810
Water/Lakes	632,650
Wastewater/Environmental Programs	369,240
Recycling & Waste Reduction	104,720
Fleet Services	134,090
Duplicating	11,990
<b>TOTAL, Charges to Departments</b>	<b>7,318,720</b>
Use of Reserves	-
<b>TOTAL, Sources</b>	<b>\$7,318,720</b>

**Uses of Funds:**

<u>Operating Budget</u>	
Employee Services	\$3,121,440
Maintenance and Operations	3,936,830
Internal Service Charges	209,600
Allocations	50,850
<b>TOTAL, Operating Budget</b>	<b>7,318,720</b>
Add to Available Fund Balance	-
<b>TOTAL, Uses</b>	<b>\$7,318,720</b>

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>650-450 BUILDING MAINTENANCE</b>				
5001-650-450 REGULAR FULL-TIME				
1 Facilities Maintenance Manager ( <i>Bldg Maint Superintendent</i> )	\$104,470	\$104,900	430	0.4%
1 Facilities Maintenance Supervisor ( <i>Bldg Maint Supervisor</i> )	90,610	92,880	2,270	2.5%
1 Custodial Supervisor	59,840	64,090	4,250	7.1%
5 Custodian I/II's	215,050	231,220	16,170	7.5%
1 Electrician	86,830	82,880	(3,950)	-4.5%
4-Facilities Project Coordinator ( <i>position eliminated</i> )	82,090	0	(82,090)	-100.0%
2 HVAC Technicians	146,860	155,060	8,200	5.6%
2 Sr Maintenance Technicians ( <i>Lead Maintenance Technicians</i> )	136,130	141,320	5,190	3.8%
1 Management Analyst II ( <i>reclassification</i> )	74,270	0	(74,270)	-100.0%
1 Project Manager ( <i>reclassification</i> )	0	94,790	94,790	100.0%
2 Lead Maintenance Technicians ( <i>Sr. Maintenance Technicians</i> )	140,050	145,000	4,950	3.5%
Bilingual Pay	5,200	6,500	1,300	25.0%
Holiday Pay	20,890	20,890	0	0.0%
Shift Differential	9,000	9,000	0	0.0%
	<u>1,171,290</u>	<u>1,148,530</u>	(22,760)	-1.9%
5003-650-450 REGULAR PART-TIME				
1 Custodian I (.75)	33,370	35,740	2,370	7.1%
5004-650-450 TEMPORARY PART-TIME				
Temporary Part-Time-PERS	410,040	493,300	83,260	20.3%
Temporary Part-Time-PARS	232,350	232,350	0	0.0%
Bilingual Pay	2,500	2,500	0	0.0%
	<u>644,890</u>	<u>728,150</u>	83,260	12.9%
5020-650-450 OVERTIME				
Overtime	153,350	153,350	0	0.0%
Standby Pay	32,500	32,500	0	0.0%
	<u>185,850</u>	<u>185,850</u>	0	0.0%
EMPLOYEE OVERHEAD:				
5025-650-450 OTHER EMPLOYEE OVERHEAD	53,430	51,700	(1,730)	-3.2%
5026-650-450 PERS-NORMAL COST	172,870	165,480	(7,390)	-4.3%
5029-650-450 PERS-UNFUNDED LIABILITY	377,050	419,260	42,210	11.2%
5027-650-450 MEDICAL	269,890	246,460	(23,430)	-8.7%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>650-450 BUILDING MAINTENANCE</b>				
5028-650-450 WORKERS' COMPENSATION	131,280	125,380	(5,900)	-4.5%
5030-650-450 FLEXIBLE BENEFITS	14,240	14,890	650	4.6%
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>3,054,160</b>	<b>3,121,440</b>	67,280	2.2%
5101-650-450 OFFICE/OPERATING SUPPLIES				
Boot Allowance	3,230	3,230	0	0.0%
Miscellaneous Supplies and Code Books	500	500	0	0.0%
Safety Glasses	2,230	2,230	0	0.0%
Small Tools	1,290	1,290	0	0.0%
	<u>7,250</u>	<u>7,250</u>	0	0.0%
5102-650-450 CUSTODIAL SUPPLIES	115,000	115,000	0	0.0%
5107-650-450 MINOR TOOLS & EQUIPMENT	110,000	110,000	0	0.0%
5126-650-450 MAINTENANCE OF EQUIPMENT	3,000	3,000	0	0.0%
5131-650-450 PROFESSIONAL SERVICES/CONTRACTS				
5 Year Elevator Load Test	17,000	17,000	0	0.0%
Appliance Repair	40,000	40,000	0	0.0%
Automatic Doors/Roll Up Doors, Service and Parts	85,000	85,000	0	0.0%
Backflow Device Inspections	4,500	4,500	0	0.0%
Boiler Maintenance	8,200	8,200	0	0.0%
Carpentry and Miscellaneous Repairs	25,000	25,000	0	0.0%
Collapsible Wall Maintenance (Conference Center Salons)	6,000	6,000	0	0.0%
Daley Ranch Water System Maintenance & Testing	2,500	2,500	0	0.0%
Daley Ranch Well Permit	2,250	2,250	0	0.0%
Drain Cleanout/Plumbing Repairs	22,500	22,500	0	0.0%
Elevator Maintenance and Repairs	51,500	51,500	0	0.0%
Elevator State Inspection Fee	3,800	3,800	0	0.0%
Energy Management System	60,000	60,000	0	0.0%
Facility Sign Replacement	3,000	3,000	0	0.0%
Fall Protection Inspection and Certification (CCAE)	3,500	3,500	0	0.0%
Fire Alarm Inspections, Monitoring and Repairs	78,000	78,000	0	0.0%
Fire Extinguishers	11,000	11,000	0	0.0%
Fire Station Hose Crane Hoist Inspection and Repair	10,000	10,000	0	0.0%
Fire Sprinkler 5-Year Testing and Annual Inspection	\$15,110	15,110	0	0.0%
Floor Repair	30,000	30,000	0	0.0%
Generator and Chiller Permits	27,210	27,210	0	0.0%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>650-450 BUILDING MAINTENANCE</b>				
5131-650-450 PROFESSIONAL SERVICES/CONTRACTS (CONTINUED)				
Generator Maintenance	77,000	77,000	0	0.0%
Glass Repair	6,000	6,000	0	0.0%
Gym Floor/Dance Floor Refinishing	9,000	9,000	0	0.0%
Hazardous Waste Disposal	12,000	12,000	0	0.0%
HVAC Service Contract (CCAЕ and City Hall) - Tecogen	102,540	102,540	0	0.0%
Jail Door Maintenance	8,300	8,300	0	0.0%
Lock Repair	3,400	3,400	0	0.0%
Osmosis Equipment Maintenance (Fire Stations 1-7)	7,000	7,000	0	0.0%
Painting	50,000	50,000	0	0.0%
Pest Control	18,500	18,500	0	0.0%
Pneumatic Control Maintenance (City Hall and CCAE)	30,000	30,000	0	0.0%
Replace Fire and Security System Phone Lines to Cellular Connection	100,000	100,000	0	0.0%
Rolling Storage File Maintenance (Police/Fire)	7,500	7,500	0	0.0%
Roof Repair	625,000	556,300	(68,700)	-11.0%
Security Gate Repair	25,000	25,000	0	0.0%
Security System Monitoring and Repairs	25,000	25,000	0	0.0%
Soft Water Service for Humidifiers (CCAЕ Museum)	4,500	4,500	0	0.0%
Speed Drive Service (CCAЕ)	15,000	15,000	0	0.0%
Stage Lift Maintenance (CCAЕ)	6,200	6,200	0	0.0%
Stage Rigging Inspection (CCAЕ)	13,000	13,000	0	0.0%
Uniforms	5,000	5,000	0	0.0%
UPS Maintenance (Police/Fire)	8,110	8,110	0	0.0%
Water Treatment	10,900	10,900	0	0.0%
	<u>1,675,020</u>	<u>1,606,320</u>	(68,700)	-4.1%
5139-650-450 OTHER BUILDING REPAIRS/MAINTENANCE				
Building Maintenance/Repairs for City Facilities	192,400	192,400	0	0.0%
City Wide HVAC Filter, Belts and Lube Parts	25,000	25,000	0	0.0%
Electrical repair parts	11,670	11,670	0	0.0%
HVAC Repair Parts	11,670	11,670	0	0.0%
	<u>240,740</u>	<u>240,740</u>	0	0.0%
5162-650-450 DUES AND SUBSCRIPTIONS				
Professional Publications	250	250	0	0.0%
5166-650-450 OTHER DUPLICATING				
Duplicating for Bid Advertisements	1,400	1,400	0	0.0%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>650-450 BUILDING MAINTENANCE</b>				
5170-650-450 UTILITIES				
San Diego Gas & Electric (SDG&E)	545,060	545,060	0	0.0%
Police and Fire Headquarters SDG&E	1,271,810	1,271,810	0	0.0%
	<u>1,816,870</u>	<u>1,816,870</u>	0	0.0%
5171-650-450 WATER				
Water & Wastewater Services	23,000	23,000	0	0.0%
5173-650-450 OTHER TELEPHONE				
Cellular Phone Service	11,000	11,000	0	0.0%
5180-650-450 RENT				
Other Rent (Storage Containers, Equipment, Lifts)	2,000	2,000	0	0.0%
<b>TOTAL, M &amp; O</b>	<b>4,005,530</b>	<b>3,936,830</b>	(68,700)	-1.7%
5164-650-450 FLEET SERVICES	72,130	72,130	0	0.0%
5127-650-450 WAREHOUSE	14,790	14,790	0	0.0%
5172-650-450 TELECOMMUNICATIONS	350	350	0	0.0%
5174-650-450 RADIO COMMUNICATIONS	2,560	2,560	0	0.0%
5175-650-450 MAIL & MOBILE SERVICES	900	900	0	0.0%
5178-650-450 NETWORK & SYSTEMS ADMINISTRATION	29,610	29,610	0	0.0%
5183-650-450 INSURANCE				
General Liability Insurance	89,260	89,260	0	0.0%
Property Insurance	0	0	0	0.0%
	<u>89,260</u>	<u>89,260</u>	0	0.0%

**CITY OF ESCONDIDO  
 FY 2024/25 Operating Budget  
 Line Item Detail**

	<u>2023/24 REVISED</u>	<u>2024/25 BUDGET</u>	<u>\$\$ Change</u>	<u>% Change</u>
<b>650-450 BUILDING MAINTENANCE</b>				
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>209,600</b>	<b>209,600</b>	0	0.0%
<b>SUBTOTAL, BUILDING MAINTENANCE</b>	<b>7,269,290</b>	<b>7,267,870</b>	(1,420)	0.0%
5901-650-450 ALLOCATED IN				
Streets	49,430	50,850	1,420	2.9%
<b>TOTAL, BUILDING MAINTENANCE</b>	<b>\$7,318,720</b>	<b>\$7,318,720</b>	\$0	0.0%

**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Department Summary**

**WAREHOUSE**

The City’s Warehouse provides centralized purchasing and a centralized location to store and provide goods and materials that are necessary for daily operations and immediate repairs. The Warehouse is essential for unforeseen emergencies and the EOC. Some of the most prominent stocked items include: employee safety equipment, automotive repair parts, janitorial supplies, landscaping maintenance items, paper and stationery, water repair materials, and EOC emergency supplies. The Warehouse is utilized by all City Departments, but the Public Works and Utilities departments are the main users of the warehouse. The cost of operations is allocated to departments based on the total cost of inventory transactions distributed to each department during the prior the fiscal year.

**DEPARTMENT PRIORITIES**

- ✓ Volume purchasing of inventory items and central warehousing to provide cost savings and time efficiency to City departments
- ✓ Increase the selection of inventory items available to the City to reduce individual online or retail purchases, which reduces paperwork, streamlines the payment process, and creates efficiencies by eliminating trips to various supply houses
- ✓ Reduce per unit cost by securing competitively priced products
- ✓ Reducing transportation costs

**SIGNIFICANT CHANGES FROM PRIOR BUDGET**

- None

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<p><b>COUNCIL ESSENTIAL SERVICE ALIGNMENT</b></p>	
<p><b>COUNCIL PRIORITY ALIGNMENT</b></p>	

**CITY OF ESCONDIDO  
 FY 2024/25 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:**

<u>Charges to Departments:</u>	
Maintenance/Parks	\$16,440
Maintenance/Streets	14,790
Water	82,190
Lakes	4,940
Wastewater	13,150
Building Maintenance	14,790
Fleet	<u>18,080</u>
<b>TOTAL, Sources</b>	<b><u><u>\$164,380</u></u></b>

**Uses of Funds:**

<u>Operating Budget</u>	
Employee Services	\$114,360
Maintenance and Operations	6,210
Internal Service Charges	<u>22,640</u>
<b>TOTAL, Operating Budget</b>	<b><u>143,210</u></b>
Add to Available Fund Balance	<u>21,170</u>
<b>TOTAL, Uses</b>	<b><u><u>\$164,380</u></u></b>

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>652-710 WAREHOUSE</b>				
5001-652-710 REGULAR FULL-TIME				
1 Purchasing/Inventory Control	\$51,370	\$56,830	5,460	10.6%
5004-652-710 TEMPORARY PART-TIME				
Department Specialist	24,600	24,600	0	0.0%
5020-652-710 OVERTIME	300	300	0	0.0%
EMPLOYEE OVERHEAD:				
5025-652-710 OTHER EMPLOYEE OVERHEAD	1,960	220	(1,740)	-88.8%
5026-652-710 PERS-NORMAL COST	5,930	6,560	630	10.6%
5029-652-710 PERS-UNFUNDED LIABILITY	15,740	18,270	2,530	16.1%
5027-652-710 MEDICAL	6,210	6,240	30	0.5%
5028-652-710 WORKERS' COMPENSATION	1,920	1,340	(580)	-30.2%
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>108,030</b>	<b>114,360</b>	6,330	5.9%
5101-652-710 OFFICE/OPERATING SUPPLIES				
Miscellaneous Supplies	660	660	0	0.0%
Safety Glasses/Shoes	400	400	0	0.0%
Small Tools	370	370	0	0.0%
Uniforms	700	700	0	0.0%
	<u>2,130</u>	<u>2,130</u>	0	0.0%
5126-652-710 MAINTENANCE OF EQUIPMENT				
Printer & Fax Maintenance Agreements	300	300	0	0.0%
5131-652-710 PROFESSIONAL SERVICES/CONTRACTS				
Cable TV Services	580	580	0	0.0%
5190-652-710 OTHER EXPENSE	2,500	2,500	0	0.0%
5193-652-710 SOFTWARE				
Cityworks - Inventory Management Software	700	700	0	0.0%

**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Line Item Detail**

	<u>2023/24 REVISED</u>	<u>2024/25 BUDGET</u>	<u>\$ Change</u>	<u>% Change</u>
<b>652-710 WAREHOUSE</b>				
<b>TOTAL, M &amp; O</b>	<b>6,210</b>	<b>6,210</b>	0	0.0%
5164-652-710 FLEET SERVICES	21,510	4,820	(16,690)	-77.6%
5172-652-710 TELECOMMUNICATIONS	890	780	(110)	-12.4%
5178-652-710 NETWORK & SYSTEMS ADMINISTRATION	8,190	6,980	(1,210)	-14.8%
5183-652-710 INSURANCE				
General Liability Insurance	5,470	5,160	(310)	-5.7%
Property Insurance	<u>2,380</u>	<u>4,900</u>	2,520	105.9%
	7,850	10,060	2,210	28.2%
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>38,440</b>	<b>22,640</b>	(15,800)	-41.1%
<b>TOTAL, WAREHOUSE</b>	<b>\$152,680</b>	<b>\$143,210</b>	(\$9,470)	-6.2%

**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Department Summary**

## FLEET SERVICES

The Fleet Services Internal Service Fund was created to account for transactions related to the maintenance, operations, fueling, replacement, and disposal of City vehicles, whereby the City can more accurately determine the full operational costs of services. Such costs to other departments are billed through charges to each affected department in the form of a rental payment for each piece of equipment. Funds are collected on an annual basis through each affected department's operating budget and deposited into the Fleet Fund. The Fleet Fund also accumulates reserves for future vehicle and equipment purchases on a predetermined replacement schedule.

Fleet Maintenance - The Fleet Services Department centralizes the management of the City's fleet of vehicles and equipment, performing a variety of services, including preventative maintenance, diagnostics, major and minor repair, component overhauls, fabrication, emission testing and certification, emergency vehicle outfitting, and compliance for all City departments. This centralized approach sets Citywide priorities for fleet equipment maintenance and replacement.

Capital - The Fleet Services Department maintains more than 685 pieces of equipment and vehicles, along with an additional 175 pieces of small equipment. This includes fire apparatus, police vehicles, sewer combination trucks, heavy equipment, street sweepers, mowers, motorcycles, sedans, and trucks to chainsaws, weed whips, generators, pumps, and small engines. The current valuation of the fleet is close to \$60,000,000.

Other Fleet Services - Fleet Services is responsible for providing fuels (gasoline, diesel, and propane) for all City vehicles and equipment. Fleet staff review and write City policies and procedures regarding use of vehicles and equipment. Fleet also assists the Risk & Safety Division with vehicle and equipment training. Additionally, Fleet has the responsibility of operating the City Warehouse.

### 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
- ✓ Continue purchasing fuel efficient vehicles, while transitioning towards electric vehicles, in an effort to coincide with the City's current and future Climate Action Plan (CAP)

### SIGNIFICANT CHANGES FROM PRIOR BUDGET

- Vehicle replacement funds include \$473,700 for Utilities vehicles, \$960,000 for the replacement of three ambulances funded by Paramedic Transportation Fees, and \$2,688,500 for the replacement of 39 Police Department vehicles funded by the Workers' Compensation Fund.

CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Department Summary

**FLEET SERVICES**

**COUNCIL  
ESSENTIAL  
SERVICE  
ALIGNMENT**

-   
POLICE SERVICES
-   
FIRE/EMS SERVICES
-   
PUBLIC WORKS
-   
PARKS FACILITIES
-   
CLEAN WATER
-   
SEWER

**COUNCIL  
PRIORITY  
ALIGNMENT**

-   
IMPROVE  
PUBLIC SAFETY

**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Internal Service Fund Sources and Uses**

**FLEET SERVICES**

This fund was created to account for transactions related to the maintenance and operation 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.

**Sources of Funds:**

<u>Charges to Departments:</u>	
Risk Management	\$1,560
Planning	390
Building	17,250
Engineering	26,660
Code Compliance	14,570
Community Services	20,070
Maintenance/Parks	189,960
Maintenance/Streets	715,990
Police	1,439,760
Fire	964,430
Non-Departmental	6,360
CDBG Administration	240
Water	792,400
Canal	65,720
Lakes	169,900
Wastewater	436,850
Recycled Water	6,920
Environmental Programs	51,710
Recycling & Waste Reduction	1,150
Building Maintenance	44,760
Warehouse	4,820
Network & Systems Administration	560
<b>TOTAL, Charges to Departments</b>	<b>\$4,972,030</b>
Accident Recovery	50,000
Interest	125,000
Transfer In from General Fund	960,000
Transfer In from Workers Compensation Fund	2,493,500
Use of Available Fund Balance	36,500
<b>TOTAL, Sources</b>	<b>\$8,637,030</b>

**Uses of Funds:**

<u>Operating Budget</u>	
Employee Services	\$1,743,240
Maintenance and Operations	2,652,950
Capital Outlay	3,927,200
Internal Service Charges	262,790
Allocations	50,850
<b>TOTAL, Uses</b>	<b>\$8,637,030</b>

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>653-715 FLEET SERVICES</b>				
5001-653-715 REGULAR FULL-TIME				
1 Fleet Maintenance Manager ( <i>Fleet Maint Superintendent</i> )	\$106,030	\$114,120	\$8,090	7.6%
1 Sr Administrative Assistant ( <i>Department Assistant</i> )	41,170	45,660	4,490	10.9%
1 Division Support Coordinator ( <i>Division Coordinator</i> )	47,740	54,280	6,540	13.7%
7 Equipment Mechanic I/II's	547,370	548,800	1,430	0.3%
2 Lead Mechanics	200,750	217,370	16,620	8.3%
Bilingual Pay	1,300	1,300	0	0.0%
	<u>944,360</u>	<u>981,530</u>	37,170	3.9%
5020-653-715 OVERTIME				
Scheduled Overtime	40,000	40,000	0	0.0%
Stand By	10,900	16,100	5,200	47.7%
Unscheduled/Emergency Overtime	20,000	20,000	0	0.0%
	<u>70,900</u>	<u>76,100</u>	5,200	7.3%
EMPLOYEE OVERHEAD:				
5025-653-715 OTHER EMPLOYEE OVERHEAD	30,360	29,690	(670)	-2.2%
5026-653-715 PERS-NORMAL COST	103,540	104,380	840	0.8%
5029-653-715 PERS-UNFUNDED LIABILITY	289,540	337,380	47,840	16.5%
5027-653-715 MEDICAL	149,900	146,960	(2,940)	-2.0%
5028-653-715 WORKERS' COMPENSATION	65,600	55,630	(9,970)	-15.2%
5030-653-715 FLEXIBLE BENEFITS	11,400	11,570	170	1.5%
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>1,665,600</b>	<b>1,743,240</b>	77,640	4.7%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>653-715 FLEET SERVICES</b>				
5101-653-715 OFFICE/OPERATING SUPPLIES				
APCD Permits (Fuel Island and PERP)	10,000	10,000	0	0.0%
Face Shields, Gloves, Goggles	1,000	1,000	0	0.0%
General Office Supplies	1,000	1,000	0	0.0%
Hazardous Waste	8,000	8,000	0	0.0%
Safety Shoes and Equipment (Eye Exam/Glasses)	4,000	4,000	0	0.0%
Shop Support Items	9,400	9,400	0	0.0%
Small Tools	2,000	2,000	0	0.0%
Tool Allowance	6,800	6,800	0	0.0%
Wash Rack Supplies	5,500	5,500	0	0.0%
Welding Tank Rental & Supplies	1,000	1,000	0	0.0%
	<u>48,700</u>	<u>48,700</u>	0	0.0%
5111-653-715 GASOLINE	1,075,000	1,075,000	0	0.0%
5112-653-715 OIL AND LUBRICANTS	40,000	40,000	0	0.0%
5113-653-715 OTHER MOTIVE FUELS	475,000	475,000	0	0.0%
5115-653-715 TIRES AND TUBES	145,000	145,000	0	0.0%
5116-653-715 REPAIR PARTS				
Auto Repair Parts	400,000	400,000	0	0.0%
5117-653-715 OUTSIDE REPAIRS	250,000	250,000	0	0.0%
5118-653-715 MOTIVE REPAIR PARTS				
Automotive-Related Hardware	7,500	7,500	0	0.0%
5119-653-715 ACCIDENT REPAIRS	74,000	74,000	0	0.0%
5126-653-715 MAINTENANCE OF EQUIPMENT				
Fuel System and Pump Repair	2,000	2,000	0	0.0%
Miscellaneous Maintenance	2,000	2,000	0	0.0%
Vehicle Hoist Repair	1,000	1,000	0	0.0%
	<u>5,000</u>	<u>5,000</u>	0	0.0%
5128-653-715 MAJOR MAINTENANCE				
Vehicle Painting	10,000	10,000	0	0.0%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>653-715 FLEET SERVICES</b>				
5131-653-715 PROFESSIONAL SERVICES/CONTRACTS				
APCD Fuel Pump Testing	3,310	3,310	0	0.0%
Diagnostic Software Contracts	10,000	10,000	0	0.0%
Fleet Management Software Contract	17,000	17,000	0	0.0%
Fuel Tank Maintenance	13,000	13,000	0	0.0%
Hazmat Pickup	9,000	9,000	0	0.0%
Quarterly Mobile Crane Inspections	5,000	5,000	0	0.0%
Safety Testing - Aerial Apparatus	3,800	3,800	0	0.0%
Safety Testing - Boom Trucks Aerial Lift	3,000	3,000	0	0.0%
Smog Scope Service Contract	2,000	2,000	0	0.0%
Tire Disposal/Recycling	10,000	10,000	0	0.0%
Uniform Contract	9,000	9,000	0	0.0%
Wash Rack Maintenance	5,000	5,000	0	0.0%
	<u>90,110</u>	<u>90,110</u>	0	0.0%
5160-653-715 TRAINING AND MEETINGS				
Fire Mechanic EVT Training, Smog Cert Training	10,000	10,000	0	0.0%
5162-653-715 DUES AND SUBSCRIPTIONS				
Smog Book - Cal Air Resources	140	140	0	0.0%
5173-653-715 OTHER TELEPHONE				
Cellular Phone Service	2,500	2,500	0	0.0%
5190-653-715 OTHER EXPENSE				
Car Washes	20,000	20,000	0	0.0%
<b>TOTAL, M &amp; O</b>	<b>2,652,950</b>	<b>2,652,950</b>	0	0.0%
5208-653-715 MOTIVE EQUIPMENT				
Vehicle Replacement - Utilities	0	473,700	473,700	100.0%
Vehicle Replacement - Fire Department	0	960,000	960,000	100.0%
Vehicle Replacement - Police Department	0	2,493,500	2,493,500	100.0%
Vehicle Replacement	3,703,100	0	(3,703,100)	-100.0%
	<u>3,703,100</u>	<u>3,927,200</u>	224,100	6.1%
<b>TOTAL, CAPITAL OUTLAY</b>	<b>3,703,100</b>	<b>3,927,200</b>	224,100	6.1%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24 REVISED</u>	<u>2024/25 BUDGET</u>	<u>\$\$ Change</u>	<u>% Change</u>
<b>653-715 FLEET SERVICES</b>				
5125-653-715 BUILDING MAINTENANCE	134,090	134,090	0	0.0%
5127-653-715 WAREHOUSE	18,080	18,080	0	0.0%
5165-653-715 DUPLICATING	1,440	160	(1,280)	-88.9%
5172-653-715 TELECOMMUNICATIONS	1,240	1,110	(130)	-10.5%
5174-653-715 RADIO COMMUNICATIONS	3,830	2,410	(1,420)	-37.1%
5175-653-715 MAIL & MOBILE SERVICES	160	250	90	56.3%
5178-653-715 NETWORK & SYSTEMS ADMINISTRATION	25,620	23,440	(2,180)	-8.5%
5183-653-715 INSURANCE				
General Liability Insurance	78,310	77,230	(1,080)	-1.4%
Property Insurance	2,930	6,020	3,090	105.5%
	<u>81,240</u>	<u>83,250</u>	2,010	2.5%
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>265,700</b>	<b>262,790</b>	(2,910)	-1.1%
<b>SUBTOTAL, FLEET SERVICES</b>	<b>8,287,350</b>	<b>8,586,180</b>	298,830	3.6%
5901-653-715 ALLOCATED IN				
Streets	49,430	50,850	1,420	2.9%
<b>TOTAL, FLEET SERVICES</b>	<b>\$8,336,780</b>	<b>\$8,637,030</b>	\$300,250	3.6%

**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Department Summary**

**DUPLICATING**

The Duplicating division of Information Systems provides low-cost copying and high-quality printing services for all City departments. Duplicating offers full-color and one-color copying, printing, and finishing work such as binding, cutting, folding, stapling, hole-punching, and laminating. Duplicating also maintains an extensive database of recurring duplicating jobs for each department and helps prepare City Council agendas and City Budget Documents. Funding is provided through charges to other departments based on actual usage.

**DEPARTMENT PRIORITIES**

- ✓ Continue to provide full-service, high-quality printing and duplication services for City staff
- ✓ Continue education and outreach about ways to reduce printing and duplicating in an effort to reduce resource usage; use technology to go paperless where feasible
- ✓ Utilize and extend printing capabilities to MFD machines where it's cost-effective.
- ✓ Monitor usage on all multi-function devices in an effort to reduce contract overages

**SIGNIFICANT CHANGES FROM PRIOR BUDGET**

- Minor increase in Professional Services as the department leverages outside specialty printing due to the equipment cost, economy of scale, and lower cost of mass mailing.
- Overall M&O stayed flat due to the continued use of aging MFDs and forgoing a new lease agreement.
- Increase in allocations in from Info Systems/Administration
- \$15,600 increase in overall charges to the General Fund primarily due to increased printing in City Clerk and City Attorney.

**COUNCIL  
ESSENTIAL  
SERVICE  
ALIGNMENT**

**COUNCIL  
PRIORITY  
ALIGNMENT**

**CITY OF ESCONDIDO  
FY 2024/25 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.

**Sources of Funds:**

<u>Charges to Departments:</u>	
City Council	\$1,620
City Manager	15,120
City Attorney	31,690
City Clerk	36,250
Finance	13,110
Human Resources & Risk Management	6,140
Information Systems	320
Communications	360
Community Services	15,240
Library	43,450
Older Adult Services	4,280
Planning	26,420
Building	4,530
Engineering	14,100
Code Compliance	890
Maintenance/Streets	1,190
Police	29,040
Fire & Emergency Management	12,530
Non-Departmental/Education Compact	2,650
CDBG Administration	470
Housing	100
Water/Lakes	11,220
Wastewater/Environmental Programs	6,330
Building Maintenance	10
Fleet Services	160
Network & Systems Administration	-
Benefits Administration	50
Workers' Compensation	-
<b>TOTAL, Charges to Departments</b>	<b>277,270</b>
Use of Available Fund Balance	14,220
<b>TOTAL, Sources</b>	<b>\$291,490</b>

**Uses of Funds:**

<u>Operating Budget</u>	
Employee Services	\$111,160
Maintenance and Operations	117,550
Internal Service Charges	20,480
Allocations	42,300
<b>TOTAL, Uses</b>	<b>\$291,490</b>

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>654-770 DUPLICATING</b>				
5001-654-770 REGULAR FULL-TIME				
1 Management Analyst I	\$64,150	\$69,020	\$4,870	7.6%
EMPLOYEE OVERHEAD:				
5025-654-770 OTHER EMPLOYEE OVERHEAD	2,120	2,220	100	4.7%
5026-654-770 PERS-NORMAL COST	7,410	7,970	560	7.6%
5029-654-770 PERS-UNFUNDED LIABILITY	19,650	20,700	1,050	5.3%
5027-654-770 MEDICAL	18,470	6,570	(11,900)	-64.4%
5028-654-770 WORKERS' COMPENSATION	820	720	(100)	-12.2%
5030-654-770 FLEXIBLE BENEFITS	3,770	3,960	190	5.0%
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>116,390</b>	<b>111,160</b>	<b>(5,230)</b>	<b>-4.5%</b>
5101-654-770 OFFICE/OPERATING SUPPLIES				
Duplicating Supplies	3,300	3,300	0	0.0%
Finishing Supplies	650	650	0	0.0%
Paper (4.5 mil. copies)	23,000	23,000	0	0.0%
Printer Supplies	2,000	2,000	0	0.0%
	<u>28,950</u>	<u>28,950</u>	0	0.0%
5126-654-770 MAINTENANCE OF EQUIPMENT				
Duplo Duplicator	3,000	3,000	0	0.0%
Folding Machine	1,000	1,000	0	0.0%
Paper Cutting Machine	1,000	1,000	0	0.0%
	<u>5,000</u>	<u>5,000</u>	0	0.0%
5131-654-770 PROFESSIONAL SERVICES/CONTRACTS				
Account Software	1,000	1,000	0	0.0%
Image Source	2,640	3,000	360	13.6%
Kyocera	24,000	24,000	0	0.0%
Miscellaneous Printing	18,000	23,200	5,200	28.9%
Xerox Lease (5090/5046)	32,400	32,400	0	0.0%
	<u>78,040</u>	<u>83,600</u>	5,560	7.1%

**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Line Item Detail**

	<u>2023/24 REVISED</u>	<u>2024/25 BUDGET</u>	<u>\$\$ Change</u>	<u>% Change</u>
<b>654-770 DUPLICATING</b>				
<b>TOTAL, M &amp; O</b>	<b>111,990</b>	<b>117,550</b>	5,560	5.0%
5125-654-770 BUILDING MAINTENANCE	11,990	11,990	0	0.0%
5172-654-770 TELECOMMUNICATIONS	120	110	(10)	-8.3%
5178-654-770 NETWORK & SYSTEMS ADMINISTRATION	3,400	3,490	90	2.6%
5183-654-770 INSURANCE				
General Liability Insurance	3,000	2,760	(240)	-8.0%
Property Insurance	980	2,130	1,150	117.3%
	<u>3,980</u>	<u>4,890</u>	910	22.9%
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>19,490</b>	<b>20,480</b>	990	5.1%
<b>SUBTOTAL, DUPLICATING</b>	<b>247,870</b>	<b>249,190</b>	1,320	0.5%
5901-654-770 ALLOCATED IN				
Info Systems/Administration	37,000	42,300	5,300	14.3%
<b>TOTAL, DUPLICATING</b>	<b>\$284,870</b>	<b>\$291,490</b>	\$6,620	2.3%

CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Department Summary

**TELECOMMUNICATIONS**

The Telecommunications division of Information Systems manages the City’s unified communication and collaboration services which include voice and data communications for City Hall and 24 remote locations. Telecommunications manages over 1200 phones including both analog and voice over IP (VoIP) models. This division also manages all the billing for telephony and data services for all City sites. Funding is provided through charges to other departments based on actual usage.

**DEPARTMENT PRIORITIES**

- ✓ Continue to provide the technology required to communicate with the public and internally to support the services provided by the City.
- ✓ Support and maintain approximately 1200 telephones (legacy and VoIP) Citywide. This includes troubleshooting problems, provisioning new services, and recommending and purchasing hardware and software to achieve user satisfaction and provide new telephony features. A main priority in this area is to eliminate all copper service connections that are end of life by all service providers.
- ✓ Identify and monitor existing and new telecommunications service options, and providers to ensure competitive costs for voice and data services. When possible, reduce or combine services to reduce recurring service charges.
- ✓ Identify where new technologies will lower costs while improving services and offering efficiencies.

**SIGNIFICANT CHANGES FROM PRIOR BUDGET**

- The aging access layer switches are past due for replacement and the end of life of copper connection services by all service providers has increased M&O but is offset by the use of fund balance as a source of funding this anticipated expense.
- Due to less expensive technology, charges to the General Fund decreased \$26,000

**COUNCIL  
ESSENTIAL  
SERVICE  
ALIGNMENT**

**COUNCIL  
PRIORITY  
ALIGNMENT**

**CITY OF ESCONDIDO**  
**FY 2024/25 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.

**Sources of Funds:**

**Charges to Departments:**

City Council	\$1,000
City Manager	1,640
City Attorney	2,100
City Clerk	1,320
City Treasurer	320
Finance	7,710
Human Resources & Risk Management	2,340
Information Systems	2,180
Communications & Digital Media Services	760
Community Services	25,140
Older Adult Services & Sr. Nutrition	3,380
Library	17,450
Planning	2,780
Building	2,810
Engineering	74,820
Code Compliance	2,130
Maintenance/Parks	320
Maintenance/Streets	7,310
Police	131,650
Fire	51,850
Center for the Arts	11,660
Non-Departmental	1,830
CDBG ADMIN	650
Successor Agency-Housing	1,410
Water/Lakes	23,000
Wastewater	33,000
Building Maintenance	320
Warehouse	780
Fleet Services	1,110
Duplicating	110
Network & Systems Administration	2,560
Mail & Mobile Services	460
Workers' Compensation & Benefits Administration	780
Education COMPACT	3,800
Credit Union	3,030
<b>TOTAL, Charges to Departments</b>	<b>423,510</b>
Use of Available Fund Balance	407,730
<b>TOTAL, Sources</b>	<b>\$831,240</b>

**Uses of Funds:**

**Operating Budget**

Employee Services	\$110,140
Maintenance and Operations	668,090
Internal Service Charges	10,510
Allocations	42,500
<b>TOTAL, Uses</b>	<b>\$831,240</b>

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>654-771 TELECOMMUNICATIONS</b>				
5001-654-771 REGULAR FULL-TIME				
1 Telecommunications Specialist	\$61,040	\$62,950	\$1,910	3.1%
5020-654-771 OVERTIME				
Overtime	3,160	3,160	0	0.0%
Standby Pay	4,000	4,000	0	0.0%
	<u>7,160</u>	<u>7,160</u>	0	0.0%
EMPLOYEE OVERHEAD:				
5025-654-771 OTHER EMPLOYEE OVERHEAD	2,220	2,120	(100)	-4.5%
5026-654-771 PERS-NORMAL COST	7,050	7,270	220	3.1%
5029-654-771 PERS-UNFUNDED LIABILITY	19,160	19,690	530	2.8%
5027-654-771 MEDICAL	6,540	6,570	30	0.5%
5028-654-771 WORKERS' COMPENSATION	830	660	(170)	-20.5%
5030-654-771 FLEXIBLE BENEFITS	3,640	3,720	80	2.2%
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>107,640</b>	<b>110,140</b>	2,500	2.3%
5101-654-771 OFFICE/OPERATING SUPPLIES				
Tools & Wiring Supplies	1,000	1,000	0	0.0%
5126-654-771 MAINTENANCE OF EQUIPMENT				
VoIP Network Software & Equipment	20,000	20,000	0	0.0%
Wireless Network	10,000	10,000	0	0.0%
	<u>30,000</u>	<u>30,000</u>	0	0.0%
5131-654-771 PROFESSIONAL SERVICES/CONTRACTS				
Telecommunication Services	10,000	8,000	(2,000)	-20.0%
5160-654-771 TRAINING & MEETINGS				
Seminars, Conferences, Workshops	6,000	5,000	(1,000)	-16.7%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>654-771 TELECOMMUNICATIONS</b>				
5173-654-771 OTHER TELEPHONE				
AT&T Telephone Service - Voice & Data	101,280	118,340	17,060	16.8%
Cellular Data Connection	3,800	4,550	750	19.7%
Cellular Phone Service	350	350	0	0.0%
Cox Ethernet Services - VoIP & Data	45,260	45,260	0	0.0%
SIP Services	14,180	14,330	150	1.1%
Translation Services	1,340	1,260	(80)	-6.0%
	<u>166,210</u>	<u>184,090</u>	17,880	10.8%
5194-654-771 MINOR OFFICE EQUIPMENT				
Voice/Data Hardware Upgrades	40,000	440,000	400,000	1000.0%
<b>TOTAL, M &amp; O</b>	<b>253,210</b>	<b>668,090</b>	414,880	163.8%
5175-654-771 MAIL & MOBILE SERVICES	660	760	100	15.2%
5178-654-771 NETWORK & SYSTEMS ADMINISTRATION	7,430	6,340	(1,090)	-14.7%
5183-654-771 INSURANCE				
General Liability Insurance	4,050	3,410	(640)	-15.8%
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>12,140</b>	<b>10,510</b>	(1,630)	-13.4%
<b>SUBTOTAL, TELECOMMUNICATIONS</b>	<b>372,990</b>	<b>788,740</b>	415,750	111.5%
5901-654-771 ALLOCATED IN				
Info Systems/Administration	52,000	42,500	(9,500)	-18.3%
<b>TOTAL, TELECOMMUNICATIONS</b>	<b>\$424,990</b>	<b>\$831,240</b>	\$406,250	95.6%

CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Department Summary

**MAIL AND MOBILE SERVICES**

The Mail and Mobile Services division of Information Systems provides two main functions. The first function is traditional mail distribution, metering, and postage services. The second function of this division is to manage the cell phone services for all departments. Funding is provided through charges to other departments based on actual usage and account management.

**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 over 660 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 and efficiencies

**SIGNIFICANT CHANGES FROM PRIOR BUDGET**

- Decrease in Office Supplies due to technology automation that led to less paper mailings even with an increase in the cost of USPS postage
- Increase in allocations in from Info Systems/Administration department

**COUNCIL  
ESSENTIAL  
SERVICE  
ALIGNMENT**

**COUNCIL  
PRIORITY  
ALIGNMENT**

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Internal Service Fund Sources and Uses**

**MAIL & MOBILE SERVICES**

This department was created to account for transactions related to the provision of mail and mobile phone services. Funding is provided through charges to other departments based on actual postage usage and mobile phone accounts under management.

**Sources of Funds:**

<u>Charges to Departments:</u>	
City Council	\$680
City Manager	38,170
City Attorney	2,320
City Clerk	940
Finance	51,570
Human Resources & Risk Management	1,250
Information Systems	250
Communications	420
Community Services	2,270
Older Adult Services	380
Library	3,420
Planning	18,280
Building	5,960
Engineering	2,370
Code Compliance	6,250
Maintenance/Parks	1,190
Maintenance/Streets	6,050
Police	53,490
Fire	15,740
CDBG Administration	190
Housing	2,630
Water/Lakes	13,350
Wastewater/Environmental Programs	10,010
Building Maintenance	1,610
Fleet Services	250
Telecommunications	760
Network & Systems Administration	1,020
Workers' Compensation	180
Benefits Administration	7,730
<b>TOTAL, Charges to Departments</b>	<b>248,730</b>
Use of Available Fund Balance	2,510
<b>TOTAL, Sources</b>	<b>\$251,240</b>

**Uses of Funds:**

<u>Operating Budget</u>	
Employee Services	\$92,360
Maintenance and Operations	98,020
Internal Service Charges	4,660
Allocations	56,200
<b>TOTAL, Uses</b>	<b>\$251,240</b>

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>654-772 MAIL &amp; MOBILE SERVICES</b>				
5001-654-772 REGULAR FULL-TIME				
1 Division Support Coordinator ( <i>Division Coordinator</i> )	\$49,740	\$54,280	\$4,540	9.1%
EMPLOYEE OVERHEAD:				
5025-654-772 OTHER EMPLOYEE OVERHEAD	2,360	2,700	340	14.4%
5026-654-772 PERS-NORMAL COST	5,750	6,270	520	9.0%
5029-654-772 PERS-UNFUNDED LIABILITY	15,620	18,600	2,980	19.1%
5027-654-772 MEDICAL	0	6,570	6,570	100.0%
5028-654-772 WORKERS' COMPENSATION	630	570	(60)	-9.5%
5030-654-772 FLEXIBLE BENEFITS	3,190	3,370	180	5.6%
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>77,290</b>	<b>92,360</b>	15,070	19.5%
5101-654-772 OPERATING SUPPLIES				
Business Reply & Bulk Rate Permits/Office Supplies	400	200	(200)	-50.0%
Postage	58,000	36,000	(22,000)	-37.9%
Tape Rolls & Cartridge Meter	1,000	500	(500)	-50.0%
	<u>59,400</u>	<u>36,700</u>	(22,700)	-38.2%
5131-654-772 PROFESSIONAL SERVICES/CONTRACTS				
Community Notification Services	16,500	15,000	(1,500)	-9.1%
Document Shredding Service	600	600	0	0.0%
External Mailing	9,000	10,200	1,200	13.3%
Mail Delivery Service for Daily Off-Sites	26,400	26,400	0	0.0%
Postal Machine Lease	9,200	8,400	(800)	-8.7%
	<u>61,700</u>	<u>60,600</u>	(1,100)	-1.8%
5173-654-772 OTHER TELEPHONE				
Cellular Phone Service	970	720	(250)	-25.8%
<b>TOTAL, M &amp; O</b>	<b>122,070</b>	<b>98,020</b>	(24,050)	-19.7%
5178-654-772 NETWORK & SYSTEMS ADMINISTRATION	2,030	2,060	30	1.5%

**CITY OF ESCONDIDO  
 FY 2024/25 Operating Budget  
 Line Item Detail**

	<u>2023/24 REVISED</u>	<u>2024/25 BUDGET</u>	<u>\$\$ Change</u>	<u>% Change</u>
<b>654-772 MAIL &amp; MOBILE SERVICES</b>				
5183-654-772 INSURANCE				
General Liability Insurance	2,860	2,600	(260)	-9.1%
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>4,890</b>	<b>4,660</b>	(230)	-4.7%
<b>SUBTOTAL, MAIL &amp; MOBILE SERVICES</b>	<b>204,250</b>	<b>195,040</b>	(9,210)	-4.5%
5901-654-772 ALLOCATED IN				
Info Systems/Administration	45,000	56,200	11,200	24.9%
<b>TOTAL, MAIL &amp; MOBILE SERVICES</b>	<b>\$249,250</b>	<b>\$251,240</b>	\$1,990	0.8%

**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Department Summary**

## NETWORK AND SYSTEMS ADMINISTRATION

The Network and Systems Administration division of Information Systems engineers, maintains, and supports: network infrastructure for LAN and WAN connectivity over wired and wireless hardware; network security; VoIP networks; server farms; managed desktop computers and enterprise software; a fleet of mobile laptops and tablets; file, print and email services; security camera system that supports the City Hall campus and multiple other remote sites; data backup and recovery services; and the Escondido downtown wireless network. This division utilizes a centralized Help Desk system to track, prioritize, and solve network, application, and hardware related problems. Staff consists of network engineers and technicians including staff that service internal Help Desk calls and 24/7 on-call support.

The primary goal of our division is to support the business technology services of City staff so they can better serve our community.

### **DEPARTMENT PRIORITIES**

- ✓ Network security continues to be top priority. Continue to maintain PCI compliance, upgrade software, implement security patches, stay current with industry best practices, staff education programs and increase awareness initiatives.
- ✓ Continue efforts in the direction of virtualization and cloud technologies to reduce costs, increase efficiencies and maintain high availability
- ✓ Offering a portfolio of training / information that will help staff become and stay current with the technology they use daily. Deploy other technologies to improve connectivity and increase bandwidth to our remote sites and facilities. We will be expanding our wireless footprint to cover more of the City to accommodate smart City initiatives.
- ✓ Continue to provide ongoing help desk user support, network security, citywide WAN & LAN network and infrastructure support, VoIP phone network, maintain downtown wireless, camera security systems, server farm, desktop hardware replacement, printer replacement, application support, email systems, network security, 24/7 on call support, public safety and utilities mobile connectivity and data back up and disaster recovery services

### **SIGNIFICANT CHANGES FROM PRIOR BUDGET**

- Training materials within Maintenance & Operations increased due to the growing need for cybersecurity awareness training. The increase is funded through the use of available fund balance.
- Overall Maintenance & Operations decreased due to planned technology asset replacements that were completed in FY2023/24.

**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Department Summary**

**NETWORK AND SYSTEMS ADMINISTRATION**

**COUNCIL  
ESSENTIAL  
SERVICE  
ALIGNMENT**

**COUNCIL  
PRIORITY  
ALIGNMENT**

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Internal Service Fund Sources and Uses**

**NETWORK & SYSTEMS ADMINISTRATION**

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

**Sources of Funds:**

**Charges to Departments:**

City Council	\$11,730
City Manager	27,670
City Attorney	30,330
City Clerk	22,970
City Treasurer	1,900
Finance	70,050
Human Resources & Risk Management	41,630
Information Systems	42,510
Communications & Digital Media Services	33,440
Community Services	59,840
Older Adult Services & Sr. Nutrition	23,180
Library	163,530
Planning	44,550
Building	32,970
Engineering	108,920
Code Compliance	48,240
Maintenance/Parks	7,140
Maintenance/Streets	89,520
Police	858,150
Fire/Emergency Management	323,450
Center for the Arts	61,560
Non-Departmental	64,470
CDBG Administration	6,160
Successor Agency-Housing	10,410
Water/Canal/Lakes	290,410
Wastewater/Recycled Water/Environmental Programs	339,280
Recycling and Waste Reduction	9,010
Building Maintenance	26,300
Warehouse	6,980
Fleet Services	23,440
Duplicating	3,490
Telecommunications	6,340
Mail & Mobile Services	2,060
Workers' Compensation/Benefits Administration	3,960
Credit Union	25,160
Escondido Education Compact	4,130
<b>TOTAL, Charges to Departments</b>	<b>2,924,880</b>
Use of Available Fund Balance	158,070
<b>TOTAL, Sources</b>	<b>\$3,082,950</b>

**Uses of Funds:**

<b><u>Operating Budget</u></b>	
Employee Services	\$1,968,890
Maintenance and Operations	1,007,600
Internal Service Charges	40,960
Allocations	65,500
<b>TOTAL, Uses</b>	<b>\$3,082,950</b>

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>657-033 NETWORK &amp; SYSTEMS ADMINISTRATION</b>				
5001-657-033 REGULAR FULL-TIME				
1 Network Manager	\$115,230	\$135,000	\$19,770	17.2%
1 Network Administrator II	96,280	101,530	5,250	5.5%
3 Network Systems Engineers	276,260	279,700	3,440	1.2%
6 Network Systems Technician I/II/IIIs	411,150	419,510	8,360	2.0%
2 Lead Network Systems Engineers ( <i>Sr. Network Sys Engineer</i> )	194,720	214,690	19,970	10.3%
Bilingual Pay	0	1,950	1,950	100.0%
Vacation Contingency	8,230	0	(8,230)	-100.0%
	<u>1,101,870</u>	<u>1,152,380</u>	50,510	4.6%
5020-657-033 OVERTIME				
Call Back	15,000	15,000	0	0.0%
Comp Time Contingency	4,090	2,000	(2,090)	-51.1%
Standby Pay	5,000	5,000	0	0.0%
	<u>24,090</u>	<u>22,000</u>	(2,090)	-8.7%
EMPLOYEE OVERHEAD:				
5025-657-033 OTHER EMPLOYEE OVERHEAD	34,210	41,800	7,590	22.2%
5026-657-033 PERS-NORMAL COST	127,180	132,880	5,700	4.5%
5029-657-033 PERS-UNFUNDED LIABILITY	332,170	394,320	62,150	18.7%
5027-657-033 MEDICAL	156,600	151,770	(4,830)	-3.1%
5028-657-033 WORKERS' COMPENSATION	14,310	12,120	(2,190)	-15.3%
5030-657-033 FLEXIBLE BENEFITS	59,350	61,620	2,270	3.8%
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>1,849,780</b>	<b>1,968,890</b>	119,110	6.4%
5101-657-033 OFFICE/OPERATING SUPPLIES				
Computer Based Training Materials	5,000	35,000	30,000	600.0%
General Office Supplies/Printer Supplies	2,500	2,500	0	0.0%
Hardware Inventory	6,000	6,000	0	0.0%
Server Backup Tapes	5,000	5,000	0	0.0%
	<u>18,500</u>	<u>48,500</u>	30,000	162.2%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>657-033 NETWORK &amp; SYSTEMS ADMINISTRATION</b>				
5126-657-033 MAINTENANCE OF EQUIPMENT				
Downtown Wireless	5,000	1,000	(4,000)	-80.0%
Printers - Laser (HP, Canon)	1,200	200	(1,000)	-83.3%
	<u>6,200</u>	<u>1,200</u>	(5,000)	-80.6%
5131-657-033 PROFESSIONAL SERVICES/CONTRACTS				
Camera System	10,000	10,000	0	0.0%
Network Security Audit	17,000	20,000	3,000	17.6%
PCI Compliance	18,700	18,700	0	0.0%
Specialized Services	100,000	100,000	0	0.0%
	<u>145,700</u>	<u>148,700</u>	3,000	2.1%
5161-657-033 MILEAGE	500	0	(500)	-100.0%
5173-657-033 OTHER TELEPHONE				
Cellular Telephone Expenses	8,200	8,200	0	0.0%
5193-657-033 SOFTWARE				
Backup Software	12,500	12,500	0	0.0%
Camera Software	6,000	6,000	0	0.0%
Internet Firewall Maintenance	35,000	0	(35,000)	-100.0%
Management Software Maintenance	26,000	35,000	9,000	34.6%
Microsoft Enterprise Agreement	600,000	600,000	0	0.0%
	<u>679,500</u>	<u>653,500</u>	(26,000)	-3.8%
5194-657-033 MINOR OFFICE EQUIPMENT				
City Camera System	40,000	40,000	0	0.0%
Desktop Replacement	100,000	25,000	(75,000)	-75.0%
Server Replacement	100,000	22,500	(77,500)	-77.5%
Library Public Technology	25,000	60,000	35,000	140.0%
	<u>265,000</u>	<u>147,500</u>	(117,500)	-44.3%
<b>TOTAL, M &amp; O</b>	<b>1,123,600</b>	<b>1,007,600</b>	(116,000)	-10.3%
5164-657-033 FLEET SERVICES	5,200	560	(4,640)	-89.2%
5165-657-033 DUPLICATING	1,450	0	(1,450)	-100.0%

**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Line Item Detail**

	<u>2023/24 REVISED</u>	<u>2024/25 BUDGET</u>	<u>\$\$ Change</u>	<u>% Change</u>
<b>657-033 NETWORK &amp; SYSTEMS ADMINISTRATION</b>				
5172-657-033 TELECOMMUNICATIONS	2,910	2,560	(350)	-12.0%
5175-657-033 MAIL & MOBILE SERVICES	900	1,020	120	13.3%
5183-657-033 INSURANCE				
General Liability Insurance	5,530	32,850	27,320	494.0%
Property Insurance	1,810	3,970	2,160	119.3%
	<u>7,340</u>	<u>36,820</u>	29,480	401.6%
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>17,800</b>	<b>40,960</b>	23,160	130.1%
<b>SUBTOTAL, NETWORK &amp; SYSTEMS ADMINISTRATION</b>	<b>2,991,180</b>	<b>3,017,450</b>	26,270	0.9%
5901-657-033 ALLOCATED IN				
Info Systems/Administration	55,600	65,500	9,900	17.8%
<b>TOTAL, NETWORK &amp; SYSTEMS ADMINISTRATION</b>	<b>\$3,046,780</b>	<b>\$3,082,950</b>	\$36,170	1.2%

CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Department Summary

**WORKERS COMPENSATION INSURANCE**

The Workers' Compensation Fund is to account for transactions related to workers' compensation claims expenses and excess coverage premiums. Claims can result from minor on-the-job injuries that require a visit to the doctor, to complicated and serious injuries with extended time off for recovery and possible modification to job duties. Claims expenses include approved medical treatments and prescriptions, and lost wages as appropriate. Funding is through charges to other departments based on payroll expenses.

The City is self-insured for workers' compensation claims up to \$500,000 per occurrence. Excess Workers' Compensation coverage is purchased through Public Risk Innovation, Solutions, and Management (PRISM). The Excess Workers' Compensation coverage includes reimbursement for payments above the City's self-insured retention that the City is required to make under workers' compensation law.

**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 the contracted Third-Party Administrator (TPA), medical providers, investigators, outside attorneys and other vendors
- ✓ Assist the City Attorney's office in monitoring all litigated Workers' Compensation claims
- ✓ Provide recommendations for claim settlements and CalPERS disability retirements
- ✓ Facilitate employee return to work from occupational injuries and illnesses with employees and departments

**SIGNIFICANT CHANGES FROM PRIOR BUDGET**

- Based on an analysis of Worker's Compensation activity, funds of \$2.5 million are recommended to be transferred to the Fleet Services Fund for the purchase of critical public safety police department vehicles

**COUNCIL  
ESSENTIAL  
SERVICE  
ALIGNMENT**

**COUNCIL  
PRIORITY  
ALIGNMENT**

**CITY OF ESCONDIDO  
 FY 2024/25 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.

**Sources of Funds:**

Charges to Departments	\$6,865,940
Interest	150,000
Use of Available Fund Balance	<u>2,493,500</u>
<b>TOTAL, Sources</b>	<b><u><u>\$9,509,440</u></u></b>

**Uses of Funds:**

<u>Operating Budget</u>	
Employee Services	\$155,010
Maintenance and Operations	5,733,980
Internal Service Charges	32,840
Allocations	<u>1,094,110</u>
<b>TOTAL, Uses</b>	<b><u><u>7,015,940</u></u></b>
Transfer Out to Fleet Services Fund	<u>2,493,500</u>
<b>TOTAL, Uses</b>	<b><u><u>\$9,509,440</u></u></b>

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>690-721 WORKERS' COMPENSATION INSURANCE</b>				
5001-690-721 REGULAR FULL-TIME				
1 Sr. Human Resources Analyst	\$96,860	\$87,270	(\$9,590)	-9.9%
EMPLOYEE OVERHEAD:				
5025-690-721 OTHER EMPLOYEE OVERHEAD	2,490	2,460	(30)	-1.2%
5026-690-721 PERS-NORMAL COST	11,190	10,080	(1,110)	-9.9%
5029-690-721 PERS-UNFUNDED LIABILITY	29,670	31,040	1,370	4.6%
5027-690-721 MEDICAL	18,470	18,560	90	0.5%
5028-690-721 WORKERS' COMPENSATION	1,230	910	(320)	-26.0%
5030-690-721 FLEXIBLE BENEFITS	5,080	4,690	(390)	-7.7%
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>164,990</b>	<b>155,010</b>	<b>(9,980)</b>	<b>-6.0%</b>
5101-690-721 OFFICE/OPERATING SUPPLIES				
Workers' Comp Supplies	1,500	1,500	0	0.0%
5129-690-721 BENEFITS PAID				
Workers' Comp Benefits	1,666,990	1,665,990	(1,000)	-0.1%
5130-690-721 MEDICAL SERVICES				
Medical Services, Physical Therapy, Prescriptions	1,913,700	1,913,700	0	0.0%
5131-690-721 PROFESSIONAL SERVICES/CONTRACTS				
TPA Trust Account - Medical Reviews, Investigations	45,900	45,900	0	0.0%
Subrosa Services	20,400	20,400	0	0.0%
Third Party Administrator	550,000	550,000	0	0.0%
	<u>616,300</u>	<u>616,300</u>	0	0.0%
5133-690-721 LEGAL COUNSEL				
Legal Fees	253,190	253,190	0	0.0%
5160-690-721 TRAINING AND MEETINGS				
Seminars, Conferences, Workshops	2,000	2,000	0	0.0%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>690-721 WORKERS' COMPENSATION INSURANCE</b>				
5161-690-721 MILEAGE REIMBURSEMENT				
Mileage Reimbursement for Workers' Comp Claims	500	500	0	0.0%
5162-690-721 DUES AND SUBSCRIPTIONS				
Matthew Bender & Co - WC Law Book	350	350	0	0.0%
5169-690-721 OTHER INSURANCE				
Excess Insurance	1,082,500	1,149,000	66,500	6.1%
State Self Insurance	130,000	130,000	0	0.0%
	1,212,500	1,279,000	66,500	5.5%
5173-690-721 OTHER TELEPHONE				
Cellular Phones	1,450	1,450	0	0.0%
<b>TOTAL, M &amp; O</b>	<b>5,668,480</b>	<b>5,733,980</b>	65,500	1.2%
5165-690-721 DUPLICATING	150	0	(150)	-100.0%
5172-690-721 TELECOMMUNICATIONS	120	110	(10)	-8.3%
5175-690-721 MAIL & MOBILE SERVICES	80	180	100	125.0%
5178-690-721 NETWORK & SYSTEMS ADMINISTRATION	640	2,060	1,420	221.9%
5183-690-721 INSURANCE				
General Liability Insurance	31,790	30,490	(1,300)	-4.1%
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>32,780</b>	<b>32,840</b>	60	0.2%
<b>SUBTOTAL, WORKERS' COMPENSATION INSURANCE</b>	<b>5,866,250</b>	<b>5,921,830</b>	55,580	0.9%

**CITY OF ESCONDIDO  
 FY 2024/25 Operating Budget  
 Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>690-721 WORKERS' COMPENSATION INSURANCE</b>				
5901-690-721 ALLOCATED IN				
City Attorney	156,320	568,500	412,180	263.7%
Finance	17,140	41,100	23,960	139.8%
Human Resources	47,520	161,070	113,550	239.0%
Risk Management	<u>153,730</u>	<u>323,440</u>	169,710	110.4%
	374,710	1,094,110	719,400	192.0%
 <b>TOTAL, WORKERS' COMPENSATION INSURANCE</b>	 <b>\$6,240,960</b>	 <b>\$7,015,940</b>	 \$774,980	 12.4%

**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Department Summary**

**GENERAL LIABILITY INSURANCE**

The General Liability Fund was established to account for transactions related to the City’s general liability claims expenses and excess coverage premiums. In addition to premiums and claims within the City’s self-insured retention, other liability expenses that may be paid from this fund include claims outside the scope of the policy, litigation expenses related to defending the City against claims, and premiums for cyber liability and pollution insurance coverage. Funding is provided through allocations to departments based on claims experience and risk management principles of exposure liability such as size of budget, number of employees and number of vehicles for each department.

The City is self-insured for liability claims up to \$500,000 per occurrence. Excess liability coverage with a limit of \$50M is purchased through Public Risk Innovation, Solutions, and Management (PRISM). The excess liability coverage provides coverage for third party claims for bodily and personal injury, property damage, public official’s errors and omissions, employment practices liability as well as automobile liability.

**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

**SIGNIFICANT CHANGES FROM PRIOR BUDGET**

- Overall insurance premiums increased \$855,600 or 28.3% compared to the prior year. This is the result of significant increases in losses in California in recent years. In an effort to increase confidence level to rebuild surplus, insurance premiums industry-wide are experiencing rate increases; this is especially true for the general liability policy.

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**CITY OF ESCONDIDO**  
**FY 2024/25 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:**

<u>Charges to Departments:</u>	
City Council	\$19,250
City Manager	18,610
City Attorney	18,150
City Clerk	13,220
City Treasurer	5,390
Finance	44,310
Human Resources	23,940
Information Systems	33,190
Recreation	126,950
Library	17,560
Older Adult Services/Senior Nutrition	10,810
Communications/Digital Media Services	16,350
Planning	41,090
Code Compliance	49,220
Building	37,150
Engineering	127,140
Maintenance/Streets	702,940
Maintenance/Parks	207,020
Police	1,493,610
Fire	504,040
Non-Departmental	57,220
CDBG Administration	17,640
Landscape Maintenance District	6,470
Successor Agency-Housing	65,470
Mobilehome Park Management	2,030
HOME	720
Water/Canal/Lakes	829,600
Wastewater/Recycled Water/Environmental Programs	550,800
Recycling and Waste Reduction	12,770
Internal Service Funds	300,360
<b>TOTAL, Charges to Departments</b>	<b><u>5,353,020</u></b>
Interest	50,000
Use of Available Fund Balance	340
<b>TOTAL, Sources</b>	<b><u><u>\$5,403,360</u></u></b>

**Uses of Funds:**

<u>Operating Budget</u>	
Maintenance and Operations	\$4,359,500
Allocations	1,043,860
<b>TOTAL, Uses</b>	<b><u><u>\$5,403,360</u></u></b>

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	<u>\$\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
<b>691-722 GENERAL LIABILITY INSURANCE</b>				
5131-691-722 PROFESSIONAL SERVICES/CONTRACTS				
Actuarial and Claims Review	\$0	\$3,000	3,000	100.0%
Annual Physicals for Fire	10,000	51,000	41,000	410.0%
Annual Physicals for Police	30,000	30,000	0	0.0%
Annual Physicals for Public Works	10,000	20,000	10,000	100.0%
Automatic External Defibrillators	10,000	0	(10,000)	-100.0%
Blood Borne Pathogen Clean Up	20,000	6,000	(14,000)	-70.0%
DOT Compliance Drug & Alcohol Testing	9,000	12,000	3,000	33.3%
DOT Training for Commercial Drivers	1,000	0	(1,000)	-100.0%
	<u>90,000</u>	<u>122,000</u>	32,000	35.6%
5133-691-722 LEGAL COUNSEL	151,700	151,700	0	0.0%
5134-691-722 INVESTIGATIONS	2,000	2,000	0	0.0%
5135-691-722 RESEARCH	5,400	5,400	0	0.0%
5140-691-722 EXPERT WITNESS	34,000	34,000	0	0.0%
5142-691-722 DEPOSITIONS	19,000	19,000	0	0.0%
5143-691-722 COURIER SERVICES	5,600	5,600	0	0.0%
5147-691-722 COURT FEES	2,700	2,700	0	0.0%
5151-691-722 LIABILITY CLAIMS EXPENSES	25,000	25,000	0	0.0%
5153-691-722 SETTLEMENTS	400,000	400,000	0	0.0%
5166-691-722 OTHER DUPLICATING	12,000	12,000	0	0.0%
5169-691-722 OTHER INSURANCE				
PRISM Bond/Crime Program Premium	29,400	30,300	900	3.1%
PRISM Cyber Liability Premium	100,200	88,100	(12,100)	-12.1%
PRISM Optional Excess Premium	169,000	401,000	232,000	137.3%
PRISM Pollution Premium	34,900	55,700	20,800	59.6%
PRISM Pool and Excess Insurance Premium	2,565,000	2,885,000	320,000	12.5%
PRISM SLIP Program Premium	120,000	120,000	0	0.0%
	<u>3,018,500</u>	<u>3,580,100</u>	561,600	18.6%
<b>TOTAL, M &amp; O</b>	<b>3,765,900</b>	<b>4,359,500</b>	593,600	15.8%
<b>SUBTOTAL, GENERAL LIABILITY INSURANCE</b>	<b>3,765,900</b>	<b>4,359,500</b>	593,600	15.8%

**CITY OF ESCONDIDO  
 FY 2024/25 Operating Budget  
 Line Item Detail**

	<u>2023/24 REVISED</u>	<u>2024/25 BUDGET</u>	<u>\$\$ Change</u>	<u>% Change</u>
<b>691-722 GENERAL LIABILITY INSURANCE</b>				
5901-691-722 ALLOCATED IN				
City Attorney	1,375,890	852,740	(523,150)	-38.0%
Finance	9,110	0	(9,110)	-100.0%
Risk Management	<u>357,790</u>	<u>191,120</u>	(166,670)	-46.6%
	1,742,790	1,043,860	(698,930)	-40.1%
<b>TOTAL, GENERAL LIABILITY INSURANCE</b>	<b>\$5,508,690</b>	<b>\$5,403,360</b>	(\$105,330)	-1.9%

CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Department Summary

**BENEFITS ADMINISTRATION**

Benefits Administration administers a variety of programs and is committed to implementing employee benefits by providing support and personal assistance to employees, retirees, dependents, and benefit providers.

**DEPARTMENT PRIORITIES**

- ✓ Provide day-to-day customer service assistance to all employees and retirees as it relates to their respective benefit plans
- ✓ Provide employee communication materials and coordinate open enrollment, health and wellness expos, and other relevant employee meetings
- ✓ Provide administration for several employee benefit plans and programs
- ✓ Assist employees with all aspects of leave requests and coordinate the return to work
- ✓ Ensure the City is compliant with all applicable State or Federal laws that are implemented
- ✓ Process all contracts and contract amendments
- ✓ Provide analysis, research and recommendations of various employee benefit programs
- ✓ Serve on the Health Insurance Committee
- ✓ Serve on the Deferred Compensation Investment Committee

**SIGNIFICANT CHANGES FROM PRIOR BUDGET**

- Calendar year 2024 health insurance premiums increased 1% for HMO and 0.31% for HDHP. Calendar year 2025 insurance premiums are projected to increase 11.5%.
- Under filled a Human Resources Analyst position with a Human Resources Technician I.

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**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Internal Service Fund Sources and Uses**

**BENEFITS ADMINISTRATION**

This fund was created to account for transactions related to the provision of health, life, and other benefits for City employees. Funding is provided through charges to other departments and through payroll deductions from employees.

**Sources of Funds:**

Charges to Departments	\$516,670
City Paid Premiums	8,596,170
Employee Contributions	2,143,490
Retiree Premiums	711,350
COBRA Premiums	125,000
<b>TOTAL, Charges to Departments and Premiums</b>	<b>12,092,680</b>
Insurance Rebate	101,515
Use of Available Fund Balance	210,965
<b>TOTAL, Sources</b>	<b>12,405,160</b>

**Uses of Funds:**

<u>Operating Budget</u>	
Employee Services	\$480,090
Maintenance and Operations	11,706,620
Internal Service Charges	72,170
Allocations	146,280
<b>TOTAL, Uses</b>	<b>12,405,160</b>

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	\$\$ Change	% Change
<b>692-723 BENEFITS ADMINISTRATION</b>				
5001-692-723 REGULAR FULL-TIME				
1 Human Resources Manager	\$127,970	\$134,370	\$6,400	5.0%
1 Human Resources Analyst I	78,000	75,380	(2,620)	-3.4%
1 Human Resources Technician I/II	56,110	60,450	4,340	7.7%
	<u>262,080</u>	<u>270,200</u>	8,120	3.1%
5004-692-723 TEMPORARY PART-TIME				
Clerical Assistance	8,000	8,000	0	0.0%
EMPLOYEE OVERHEAD:				
5025-692-723 OTHER EMPLOYEE OVERHEAD	7,540	7,610	70	0.9%
5026-692-723 PERS-NORMAL COST	30,270	31,210	940	3.1%
5029-692-723 PERS-UNFUNDED LIABILITY	80,700	95,580	14,880	18.4%
5027-692-723 MEDICAL	50,020	50,270	250	0.5%
5028-692-723 WORKERS' COMPENSATION	3,460	2,810	(650)	-18.8%
5030-692-723 FLEXIBLE BENEFITS	14,080	14,410	330	2.3%
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>456,150</b>	<b>480,090</b>	23,940	5.2%
5101-692-723 OFFICE/OPERATING SUPPLIES				
Benefit Supplies	1,200	1,200	0	0.0%
5131-692-723 PROFESSIONAL SERVICES/CONTRACTS				
CalPERS 4th Level (Safety and Misc.)	55,000	55,000	0	0.0%
Employee Assistance Program	26,000	26,000	0	0.0%
Employee Wellness Program	5,000	5,000	0	0.0%
Flexible Spending Account Administration	15,000	15,000	0	0.0%
Patient Protection & Affordable Care Act Reporting	5,000	5,000	0	0.0%
Unemployment Administration	3,500	3,500	0	0.0%
	<u>109,500</u>	<u>109,500</u>	0	0.0%
5160-692-723 TRAINING & MEETINGS				
Seminars, Conferences, Workshops	3,000	5,000	2,000	66.7%
5161-692-723 MILEAGE REIMBURSEMENT	100	100	0	0.0%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Line Item Detail**

	<u>2023/24</u> <u>REVISED</u>	<u>2024/25</u> <u>BUDGET</u>	\$\$ Change	% Change
<b>692-723 BENEFITS ADMINISTRATION</b>				
5162-692-723 DUES AND SUBSCRIPTIONS				
International Foundation of Employee Benefit Plans	325	325	0	0.0%
Professional Organization Membership & Subscriptions	1,645	1,645	0	0.0%
	<u>1,970</u>	<u>1,970</u>	0	0.0%
5169-692-723 OTHER INSURANCE				
City Paid Premiums	2,000	2,000	0	0.0%
COBRA Premiums	125,000	125,000	0	0.0%
Health Insurance Premiums	10,383,960	10,450,000	66,040	0.6%
Life Insurance Premiums	80,000	80,000	0	0.0%
Retiree Premiums	800,000	711,350	(88,650)	-11.1%
Waiver of Insurance Rebates	160,000	160,000	0	0.0%
	<u>11,550,960</u>	<u>11,528,350</u>	(22,610)	-0.2%
5184-692-723 TUITION				
Tuition Program	60,500	60,500	0	0.0%
<b>TOTAL, M &amp; O</b>	<b>11,726,905</b>	<b>11,706,620</b>	(20,285)	-0.2%
5165-692-723 DUPLICATING	730	50	(680)	-93.2%
5172-692-723 TELECOMMUNICATIONS	780	670	(110)	-14.1%
5175-692-723 MAIL & MOBILE SERVICES	9,180	7,730	(1,450)	-15.8%
5178-692-723 NETWORK & SYSTEMS ADMINISTRATION	4,560	1,900	(2,660)	-58.3%
5183-692-723 INSURANCE				
General Liability Insurance	64,130	61,820	(2,310)	-3.6%
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>79,380</b>	<b>72,170</b>	(7,210)	-9.1%
<b>SUBTOTAL, BENEFITS ADMINISTRATION</b>	<b>12,262,435</b>	<b>12,258,880</b>	(3,555)	0.0%

**CITY OF ESCONDIDO  
 FY 2024/25 Operating Budget  
 Line Item Detail**

	<u>2023/24 REVISED</u>	<u>2024/25 BUDGET</u>	\$\$ Change	% Change
<b>692-723 BENEFITS ADMINISTRATION</b>				
5901-692-723 ALLOCATED IN				
Finance	8,930	9,410	480	5.4%
Human Resources	47,520	124,130	76,610	161.2%
Risk Management	<u>6,150</u>	<u>12,740</u>	6,590	107.2%
	62,600	146,280	83,680	133.7%
<b>TOTAL, BENEFITS ADMINISTRATION</b>	<b>\$12,325,035</b>	<b>\$12,405,160</b>	\$80,125	0.7%

**CITY OF ESCONDIDO**  
**FY 2024/25 Operating Budget**  
**Department Summary**

## PROPERTY INSURANCE

The Property Insurance Fund was established to account for transactions related to property insurance obtained for the City. Funding is provided through charges to departments based on each department's percentage of the total City property schedule value. The total insured value including real property, personal property and business interruption is approximately \$854,000,000. The City's property schedule of values is updated annually and on an as needed basis as additional property is acquired or as property is sold. Property insurance coverage is purchased through Public Risk Innovation, Solutions, and Management (PRISM).

Risk Management staff are responsible for implementing exposure avoidance, loss prevention, loss reduction and contractual transfer measures to reduce the frequency, severity and unpredictability of accidental losses to City assets. When City property is damaged, Risk Management staff aggressively seek reimbursement from CSAC-EIA, third party insurance, or the uninsured party. Risk Management averages between \$250k and \$350k per year in recovery of property loss expenses including damage to City facilities, vehicles, water services, streets and parks, and other settlements or reimbursements.

### 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

### SIGNIFICANT CHANGES FROM PRIOR BUDGET

- Insurance premiums increased 37.8% or \$576,000 compared to the prior fiscal year, this is in line with insurance increases industry wide as a result of significant increases of property claims from catastrophic events including wildfires and hurricanes.

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**CITY OF ESCONDIDO**  
**FY 2024/25 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.

**Sources of Funds:**

Charges to Departments:

City Council	\$7,950
City Manager	133,340
City Attorney	12,260
City Clerk	10,120
City Treasurer	2,320
Finance	14,620
Human Resources	11,020
Risk Management	2,610
Information Systems	15,900
Recreation	69,830
Library	96,260
Older Adult Services/Senior Nutrition	14,420
Communications/Digital Media Services	1,180
Planning	20,320
Code Compliance	7,560
Building	8,920
Engineering	38,390
Streets	39,800
Parks	28,570
Police	210,750
Fire	300,440
Non-Departmental	440
CDBG Administration	1,620
Successor Agency-Housing/HOME/Mobilehome Park Management	1,640
Water/Canal/Lakes	436,910
Wastewater	588,630
Recycling and Waste Reduction	470
Environmental Programs	6,690
Internal Service Funds	17,020
<b>TOTAL, Charges to Departments</b>	<b><u>2,100,000</u></b>
Use of Available Fund Balance	25,420
<b>TOTAL, Sources</b>	<b><u><u>\$2,125,420</u></u></b>

**Uses of Funds:**

Operating Budget

Maintenance and Operations	\$2,100,000
Allocations	25,420
<b>TOTAL, Uses</b>	<b><u><u>\$2,125,420</u></u></b>

**CITY OF ESCONDIDO  
 FY 2024/25 Operating Budget  
 Line Item Detail**

	<u>2023/24 REVISED</u>	<u>2024/25 BUDGET</u>	<u>\$ Change</u>	<u>% Change</u>
<b>693-724 PROPERTY INSURANCE</b>				
5169-693-724 OTHER INSURANCE				
PRISM PEPPIP Property Program Premium	\$1,524,000	\$2,100,000	576,000	37.8%
<b>TOTAL, M &amp; O</b>	<b>1,524,000</b>	<b>2,100,000</b>	576,000	37.8%
<b>SUBTOTAL, PROPERTY INSURANCE</b>	<b>1,524,000</b>	<b>2,100,000</b>	576,000	37.8%
5901-693-724 ALLOCATED IN				
Finance	4,560	0	(4,560)	-100.0%
Risk Management	92,240	25,420	(66,820)	-72.4%
	<u>96,800</u>	<u>25,420</u>	(71,380)	-73.7%
<b>TOTAL, PROPERTY INSURANCE</b>	<b>\$1,620,800</b>	<b>\$2,125,420</b>	\$504,620	31.1%

**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Department Summary**

**DENTAL INSURANCE**

The Benefits Administration division administers Dental Insurance. Funding for Dental Insurance is through charges to departments and employee contributions.

**DEPARTMENT PRIORITIES**

- ✓ Provide quality dental coverage for City employees
- ✓ Provide administration of Dental PPO & DMO plans
- ✓ Provide day-to-day customer service to all employees
- ✓ Provide employee dental communication materials and coordinate open enrollment and 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

**SIGNIFICANT CHANGES FROM PRIOR BUDGET**

- Decrease in calendar year 2024 Delta PPO premiums of 5% with a projected increase of 0% for calendar year 2025.
- Rate for Delta DMO remained the same for calendar year 2024 with a projected increase of 5% for calendar year 2025.

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**CITY OF ESCONDIDO  
 FY 2024/25 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:**

Charges to Departments	\$330,270
Employee Contributions	344,670
Use of Available Fund Balance	195,060
<b>TOTAL, Sources</b>	<b><u><u>\$870,000</u></u></b>

**Uses of Funds:**

<u>Operating Budget</u>	
Maintenance and Operations	\$870,000
<b>TOTAL, Uses</b>	<b><u><u>\$870,000</u></u></b>

**CITY OF ESCONDIDO  
 FY 2024/25 Operating Budget  
 Line Item Detail**

	<u>2023/24 REVISED</u>	<u>2024/25 BUDGET</u>	<u>\$\$ Change</u>	<u>% Change</u>
<b>694-725 DENTAL INSURANCE</b>				
5131-694-725 PROFESSIONAL SERVICES/CONTRACTS				
Claims Processing	\$90,000	\$85,000	(\$5,000)	-5.6%
5151-694-725 CLAIMS PAYMENTS	710,000	705,000	(5,000)	-0.7%
5169-694-725 OTHER INSURANCE				
Delta Care DMO Premiums	70,000	80,000	10,000	14.3%
<b>TOTAL, M &amp; O</b>	<b>870,000</b>	<b>870,000</b>	0	0.0%
<b>TOTAL, DENTAL INSURANCE</b>	<b>\$870,000</b>	<b>\$870,000</b>	\$0	0.0%

**CITY OF ESCONDIDO  
FY 2024/25 Operating Budget  
Department Summary**

**UNEMPLOYMENT INSURANCE**

The Unemployment Insurance Fund accounts for administration of the City's unemployment claims. Funding is provided through charges to departments

**DEPARTMENT PRIORITIES**

- ✓ To maintain a sufficient unemployment insurance fund balance in order to pay liability claims
- ✓ To monitor all liability claims and protest any claims to EDD that the City determines are not appropriate
- ✓ To monitor legislative changes that would impact the unemployment insurance fund and determine any remedial action
- ✓ To evaluate any upcoming impacts to the unemployment insurance fund, such as Patient Protection and Affordable Care Act, Federal CARES Act Credits or potential layoffs

**SIGNIFICANT CHANGES FROM PRIOR BUDGET**

- None

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**CITY OF ESCONDIDO  
FY 2024/25 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:**

Charges to Departments	\$0
Use of Available Fund Balance	100,000
<b>TOTAL, Sources</b>	<b><u><u>\$100,000</u></u></b>

**Uses of Funds:**

Claims Payments	\$100,000
<b>TOTAL, Uses</b>	<b><u><u>\$100,000</u></u></b>

**CITY OF ESCONDIDO  
 FY 2024/25 Operating Budget  
 Line Item Detail**

	<u>2023/24 REVISED</u>	<u>2024/25 BUDGET</u>	<u>\$\$ Change</u>	<u>% Change</u>
<b>696-727 UNEMPLOYMENT INSURANCE</b>				
5151-696-727 CLAIMS PAYMENTS	\$100,000	\$100,000	\$0	0.0%
<b>TOTAL, M &amp; O</b>	<b>100,000</b>	<b>100,000</b>	<b>0</b>	<b>0.0%</b>
<b>TOTAL, UNEMPLOYMENT INSURANCE</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$0</b>	<b>0.0%</b>

# ANNUAL OPERATING BUDGET



Police Services



Clean Water



Fire/Ems Services



Sewer



Keep City Clean



Land Use/ Development



Public Works



Parks Facilities

2024/25