

annual
operating
budget

fiscal year 2017/18

city of escondido
california

Budget document navigation tips: The Table of Contents contains links to all sections of this document. In addition, most even page numbers are linked back to the Table of Contents.



CITY OF ESCONDIDO - CALIFORNIA

Annual Operating Budget

Fiscal Year 2017/18



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Mayor

John Masson
Deputy Mayor
District 2

Ed Gallo
District 1

Olga Diaz
District 3

Michael Morasco
District 4

CITY MANAGER
Jeffrey R. Epp

ASSISTANT CITY MANAGER
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DIRECTOR OF ADMINISTRATIVE SERVICES
Sheryl Bennett

Prepared by the Finance Department

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FY 2017-18 Operating Budget
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Introduction

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
City Manager's Transmittal Letter**

Honorable Mayor, City Council and Citizens of Escondido:

For the seventh year in a row, we are pleased to present an operating budget for the City of Escondido which is balanced and does not rely upon the use of reserves. The appropriation total for all operating funds is \$189,543,945 and for the General Fund is \$98,683,295, for fiscal year 2017-18. Reserves remain intact at \$17,392,319. We believe this operating budget provides for a City which is safe, clean, and efficiently run, consistent with the policy priorities established by the City Council.

This year's operating budget has a new format, which is simple and easy to use. The format creates a clear, understandable and more comprehensive document, with data that conveys key information without distraction from the primary points. The document includes budgetary and financial policies adopted by City Council. These policies guide the development and administration of the operating budget, and safeguard resources.

Public safety continues as Escondido's highest priority. Public Safety is the largest component of the General Fund, comprising approximately 66%. Our Police and Fire departments are fully staffed. Equipment for both of these departments is continually assessed for high quality service delivery. This year's budget includes complete radio replacements and associated infrastructure. The Police budget reflects an increase of 4.5% and the Fire Budget reflects an increase of 3.3%. Police, Code Enforcement, Public Works and Community Development Block Grant budgets continue with a focus on public safety and appearance.

The budget also includes specific items that directly reflect Council Action Plan goals of Economic Development, Fiscal Management, Neighborhood Improvement and Public Safety. These items include but are not limited to leveraging resources available through the Innovate 78 partnership to market target development areas, addressing the CalPERS unfunded liability, updating the long-term financial plan, adopting financial policies, continuing the Neighborhood Transformation Project, continuing graffiti removal efforts by the Streets, Police and CDBG departments, and utilizing current police officers to have more presence.

It is also the City's goal to maintain ongoing financial structural stability. Financial capacity is aligned with long-term service objectives. As part of this process, the City will be evaluating opportunities for outsourcing City operations such as graffiti eradication, library services, plan checking services, shopping cart retrieval and other areas where cost savings or additional efficiencies can occur without disrupting service levels.

The City will be faced with increased CalPERS' employer contributions due to a recently adopted policy to reduce the "Discount Rate" from 7.5% to 7% over three years, beginning in July 2018. Preliminarily, we are estimating additional costs of 1% - 3% of normal cost for miscellaneous plan, 2% - 5% of normal cost for safety plan and 30% - 40% increase in unfunded accrued liability payments.

Due to the significant cost of CalPERS, the City has made this a top priority for budget planning and fiscal stability. We have identified CalPERS normal and unfunded liability separately in the budget document and included the issue in our multi-year financial plan. In September 2017, we will have an actuary conduct a workshop with Council on CalPERS and available options

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
City Manager's Transmittal Letter**

for addressing long-term costs. A 30-year plan to pay off unfunded liability has already been implemented by CalPERS. At the end of last fiscal year, City Council set up a Reserve Fund for CalPERS Rate Smoothing to assist when rates are exceeding projections or to apply towards unfunded liabilities.

Professionals advising the City on sales tax matters continue to project positive growth in sales tax although slowing. In order to maintain balanced budgets, the City's economic conditions and expenditures will be monitored to assure continued fiscal stability.

This operating budget is the culmination of diligent effort by the City's professional staff in the Finance Department with input and assistance from the Department Heads. I believe this budget reflects outstanding management of the City's finances and the budget development process. We appreciate your leadership as elected officials on the many critical budget issues and your creation of a culture which is conducive to safeguarding the City's financial health.

Respectfully submitted,

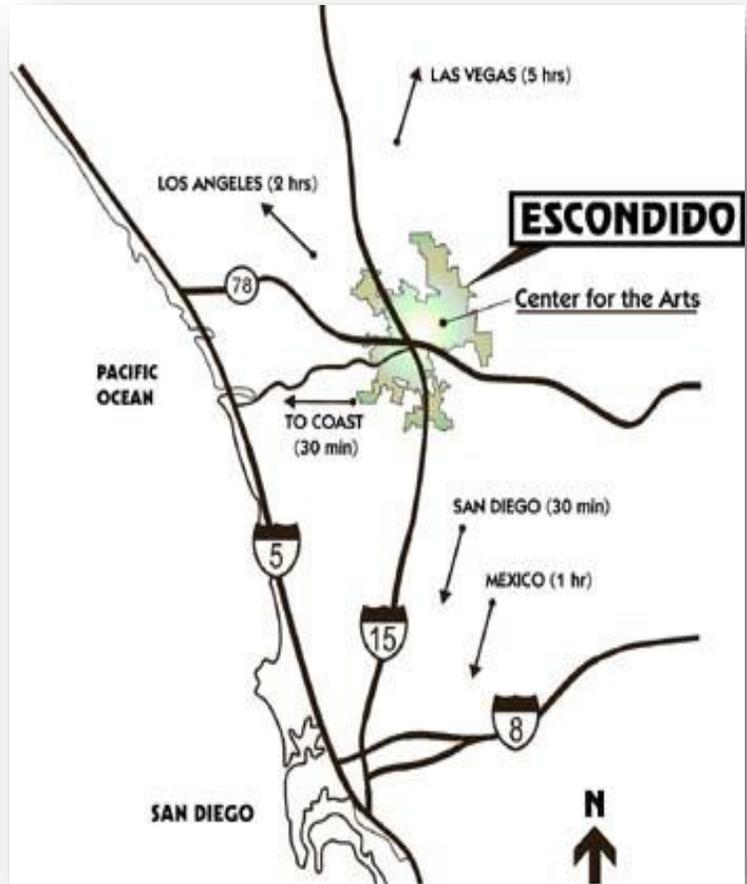
A handwritten signature in black ink, appearing to read "Jeffrey Epp". The signature is fluid and cursive, with a large initial "J" and "E".

JEFFREY EPP
City Manager

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
City Profile & History**

City Profile:

The City of Escondido is an established community with a population of 151,492 located in north San Diego County, approximately 30 miles north of the City of San Diego, California. Within the 37 square miles that comprise the city, there are many residential communities, a regional mall, a regional hospital, an auto center, a world renown Stone Brewery, various office, industrial, and commercial centers, a cultural center complex including a performing arts theater, a community theater, a museum and a conference center, and multiple parks and recreational facilities.



The City of Escondido was incorporated on October 8, 1888, under the general laws of the State of California. The City operates under a Council-Manager structure. The City Council is comprised of four Councilmembers elected by district and a Mayor elected at large, all to four-year terms. The City Treasurer is also elected.

The City Council appoints a City Manager and City Attorney. The City provides full services to residents: police and fire protection, water and sewer services, building safety regulation and inspection, circulation and public facility capital improvement construction, street and park maintenance, planning and zoning, a senior center, a library, and a full range of recreational programs for citizen participation.

Escondido continues to establish itself as the “City of Choice” for businesses, developments, and families who are seeking a quality environment in which to live, work and play.

History:

The Escondido area was first occupied by the Luiseno Indians, who built campsites and villages along the creek. The location of Escondido was later identified and discovered by Juan Bautista de Anza, a Spanish explorer, in 1776. During the late 18th to early 19th century, Spain controlled the land and many missions were established in California. After Mexico gained its independence from Spain, the Mexican Secularization Act of 1833 was passed. This Act eventually called for the disestablishment of the missions and most of the California Mission

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
City Profile & History**

land was sold or given away in large grants called ranchos. Escondido was part of the former Rancho Rincon del Diablo (“Devil’s Corner”). This land consisted of 12,633 acres and was granted to Juan Bautista Alvarado in 1843 by Mexican Governor Manuel Micheltoena. In 1850, the heirs of Alvarado sold the ranch to judge Oliver Witherby of San Diego. Then in 1868, the property was sold to the Wolfskill brothers of Los Angeles for \$8,000 and Escondido Valley came to be known as Wolfskill Plains. A group of investors from Los Angeles and San Diego bought the grant from the Wolfskills for \$128,000 and sold it to Escondido Company.

The Spanish name Escondido means “hidden” and was chosen possibly because the valley is surrounded by foothills or it may refer to hidden water or hidden treasure. In 1886, the Escondido Land and Town Company acquired the land grant, laid out the town site, and divided the valley into small farms.

On October 8, 1888, the city was incorporated and its voters elected a Council, Clerk, Treasurer, and Marshal.

During a period of depression, many people were unable to pay their irrigation taxes that were the result of the issuance of bonds needed to construct the Escondido Reservoir, later named Lake Wohlford. A compromise was reached where the indebtedness would be forgiven upon payment of 43% of the amount

due. In 1905, in celebration of the forgiven debt, the bonds were burned in present day Grape Day Park. This became an annual celebration called “Grape Day” due to grapes being the most important agricultural product of Escondido at the time. Other industries that have contributed to Escondido’s prosperity include citrus, hay, grain and avocados.



**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
City Mission & Values**

City Mission:

The mission of the City of Escondido is to provide quality services that enhance the safety, economic diversity, environment, and health of the community, where our customers and employees can thrive in an atmosphere of courtesy, integrity, and respect.

- We demonstrate our pride and commitment to our work by being enthusiastic and professional.
- We provide responsive, quality service while maintaining fiscal responsibility through an open, participative process
- We provide all services in an ethical, honest, and equitable manner
- We use available resources effectively and efficiently to strengthen the community's economic and social environment
- We recognize and embrace the rich diversity of the community and workplace by creating an environment that respects the human dignity of all without regard to race, religion, national origin, age, gender, sexual orientation, or physical attributes



Values:

- Provide high-quality customer service
- Respect the individual
- Value diversity
- Be ethical and honest
- Be a team player
- Create and innovate
- Take ownership

CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Strategic Goals

The voices of the community and elected officials through the City Council Action Plan set the strategic goals for the key outcomes of City services through the budget process.

The City Council's Action Plan has four major priority areas: Economic Development, Fiscal Management, Neighborhood Improvement and Public Safety. The budget incorporates these with the goal of achieving economic health, a safe community, high performing local government, neighborhood livability and effective transportation routes throughout the City of Escondido.

VOICE OF THE COMMUNITY,
CITY COUNCIL &
CITY STAFF



Each major priority area has a single overarching goal:

1. ECONOMIC DEVELOPMENT
Goal: Ensure the long-term vitality of Escondido's local economy
2. FISCAL MANAGEMENT
Goal: Approve a balanced budget each year, as required by State law, that ensures the City's fiscal stability
3. NEIGHBORHOOD IMPROVEMENT
Goal: Improve aesthetics, design, land uses, services and accessibility to support community needs
4. PUBLIC SAFETY
Goal: Maintain a safe environment for Escondido with high quality emergency services

Key
Outcomes



Planning Efforts Align with "Key Outcome" Areas

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Budget Overview**

The City of Escondido’s fiscal year 2017-18 total operating budget totals \$189.5 million. The operating budget is comprised of twenty-six different funds. The City’s General Fund budget totals \$98.7 million; Enterprise funds total \$81.4 million; other remaining funds total \$9.4 million in expenditures. The following information provides an overview of the various funds making up the fiscal year 2017-18 operating budget.

GENERAL FUND

For the seventh year in a row, the following 2017-18 General Fund sources and uses of funds is balanced without the use of reserves:

Sources of Funds:

Estimated Revenue	\$97,295,015
Transfer from Gas Tax	2,055,000
Transfer from Hegyi Trust	1,000
Transfer from Wastewater	25,000
Deposit-PEG Fees	11,000
Total Sources	\$99,387,015

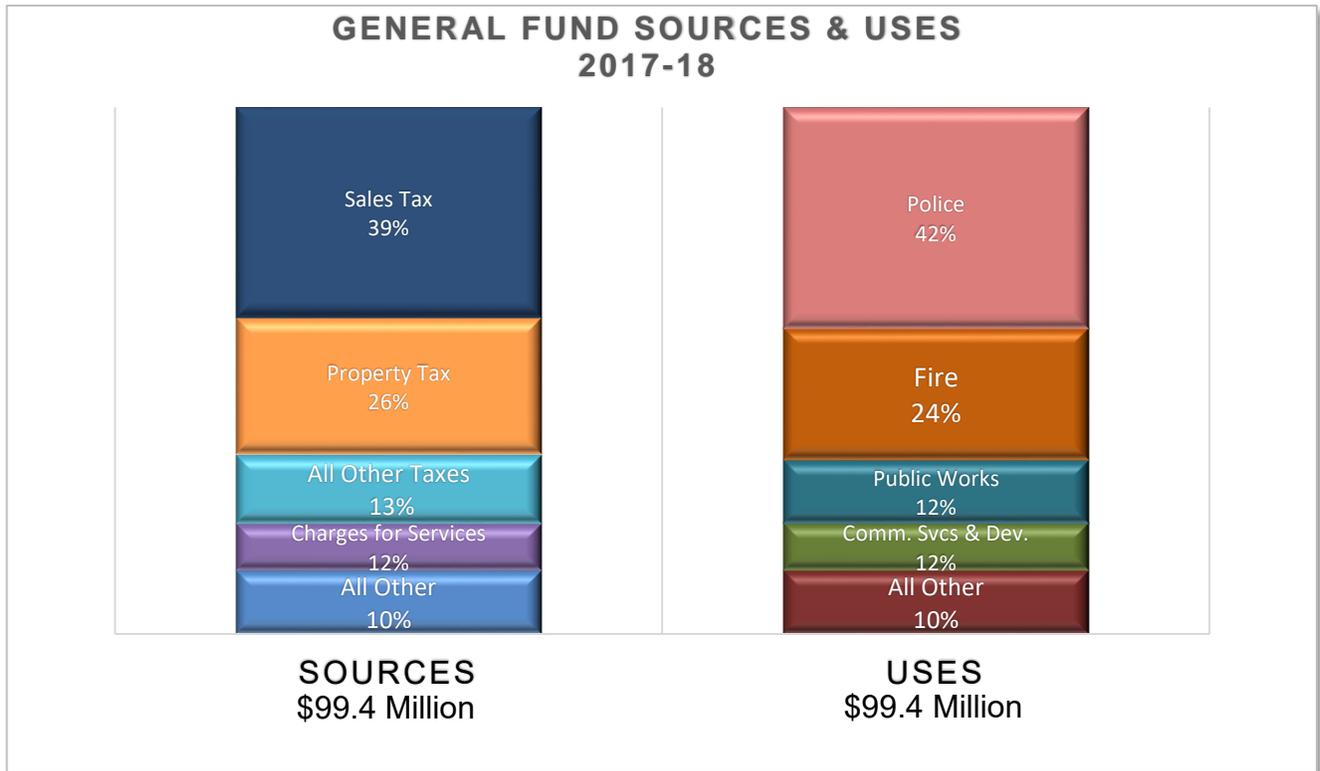
Uses of Funds:

General Fund Operating Budget	\$98,683,295
Transfer to ASES	67,290
Transfer to Reidy Creek Golf Course-Debt Service	368,850
Transfer to Reidy Creek Golf Course-Operations	102,150
Transfer to Vehicle Parking District	95,430
Transfer to Successor Agency-Housing	25,000
Advance Paybacks to Public Facilities Fund-Principal	45,000
Total Uses	\$99,387,015

Available General Fund resources are anticipated to be \$99.4 million. Revenue is projected to be \$97.3 million with the balance of funding comprised of \$2.1 million in transfers from other funds and amounts on deposit from PEG fees.

Proposed obligations for fiscal year 2017-18 are \$99.4 million. This consists of an operating budget of \$98.7 million and \$.7 million in transfers to other operating funds. Also included are \$200,000 in advance repayments. The Public Facilities Fund advanced \$225,000 to the General Fund in July, 2014 to fund the Police and Fire Departments’ Computer Aided Dispatch (“CAD”) System hardware upgrade. Repayment of this advance began on June 30, 2015. The principal portion of the repayment amount due during fiscal year 2017-18 is \$45,000.

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Budget Overview**



The fiscal year 2017-18 General Fund revenue estimate of \$97.3 million represents an increase of \$3.1 million or 3 percent over the fiscal year 2016-17 amended revenue projection.

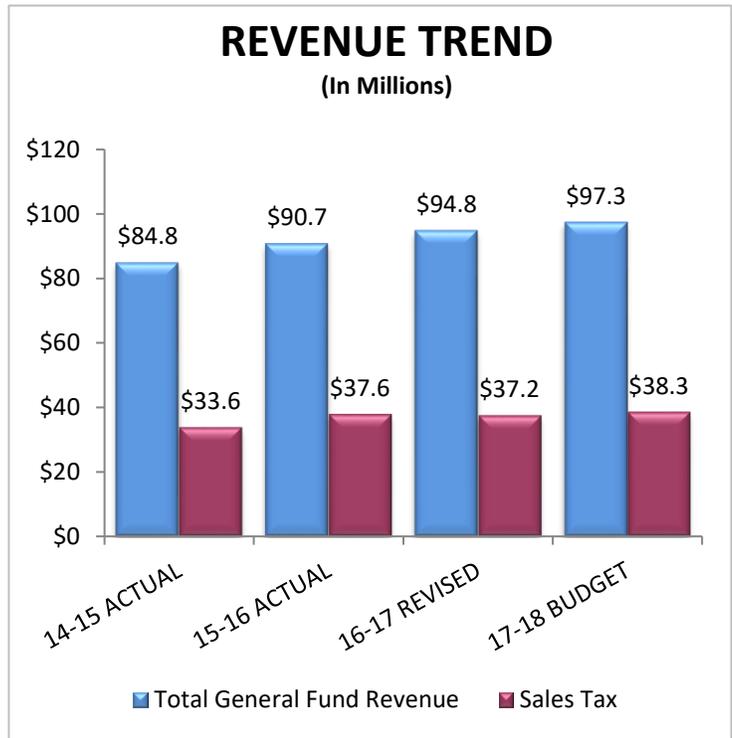
	<u>2016-17 REVISED</u>	<u>2017-18 BUDGET</u>	<u>DOLLAR CHANGE</u>	<u>PERCENT. CHANGE</u>
Sales Tax	\$37,218,000	\$38,298,510	\$1,080,510	3%
Property Tax	11,991,000	12,337,000	346,000	3
Property Tax in lieu of VLF	12,316,000	12,809,000	493,000	4
Other Taxes	12,176,000	12,771,000	595,000	5
Permits and Licenses	1,097,000	1,097,000	0	0
Fines and Forfeits	1,402,000	1,291,000	(111,000)	-8
Intergovernmental	2,893,575	2,812,000	(81,575)	-3
Charges for Services	11,295,955	11,581,000	285,045	3
Investment and Rental Income	3,335,000	3,470,505	135,505	4
Other Revenue	457,710	828,000	370,290	81
One-time Revenue	615,735	0	(615,735)	-100
Total with One-time Revenue	\$94,797,975	\$97,295,015	\$2,497,040	3%
Total excluding One-time Revenue	\$94,182,240	\$97,295,015	\$3,112,775	3%

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Budget Overview**

The following are the assumptions used for revenue projections in fiscal year 2017-18:

- Sales tax is the largest General Fund revenue source at 39 percent of total revenue. Sales tax revenue is projected to grow in fiscal year 2017-18 by 3 percent. Prior year sales tax growth was projected at 4.4 percent and the City remains on target to meet this projection. This 3% projected increase in sales tax for 2017-18 is based primarily on projected growth in new and used auto sales of 3.3 percent as well as projected growth in sales tax collected from construction materials, at 4.2 percent. The City's sales tax consultant advises that the projected increases in auto sales and construction sales, combined with other projections, results in the overall 3 percent sales tax revenue projection.

- Property tax revenue is projected to increase by 3 percent, with projected revenue of \$12.3 million. Prior year property tax growth was estimated at 4 percent and the City is on target to meet this projection. The major factors influencing property tax revenue are the California Consumer Price Index (CCPI), number of home sales, and increased median home prices. Proposition 13, passed by voters in 1979, specifies that a property's assessed value may increase at the rate of the CCPI, but cannot exceed 2 percent per year unless the property is improved or sold to establish a new assessed value. The State Board of Equalization determined that the CCPI increased by 2.619 percent; the Proposition 13



inflation factor for fiscal year 2017-18 is 2 percent. This means that the assessed valuation of properties not improved or sold will increase by 2 percent in fiscal year 2017-18. In addition, the median price for a home in Escondido for calendar year 2016 averaged \$450,000, which is an increase of 3.3 percent from the calendar year 2015 average monthly median home price. As homes sell this increased price will become the new assessed value for property tax purposes. For these reasons, a reasonable projection for next year's property tax revenue is an increase of 3 percent.

- Property tax in lieu of Vehicle License Fees (VLF) is estimated to increase by 4 percent to reach projected revenue of \$12.8 million. Growth in this revenue is based on the change in assessed value of taxable property in the City from the prior year. Prior year assessed value on taxable property was up 5 percent.

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Budget Overview**

- There are a variety of other taxes, which include franchise fees, transient occupancy tax, business license fees, property transfer tax and the Redevelopment Property Tax Trust Fund (RPTTF) residual payment. These other taxes are projected to increase by 5 percent to reach projected revenue of \$12.8 million. This increase in revenue from other taxes is primarily based upon projected increases in the franchise fee collected from SDG&E. This change is attributable to a change in the methodology used to calculate the franchise fee payment. Staff and consultants have been closely tracking the methodology approved by the California Public Utilities Commission. In addition, the RPTTF residual payment is projected to increase by \$321,000. This is the result of the former Redevelopment Agency's reduction in outstanding debt service payments, which results in a larger ending residual balance. The larger ending residual balance is shared among all the taxing entities, and the City of Escondido receives a share.
- Permits and licenses that are collected for building, plumbing, electrical, mechanical, fire code and mobile-home permits are projected to remain stable for the upcoming year at a projected revenue of \$1.1 million.
- Fines and forfeitures are actually projected to decrease by 8 percent with a projected revenue of \$1.3 million. The majority of this decrease is from lower collection of vehicle code fines, which in turn is because of Police Department staffing realignment and a reduction in "non-directed" patrol.
- Intergovernmental revenue includes the Rincon Fire Services Agreement, state mandated cost claims, and various grants. This is projected to decrease by 3 percent, to reach projected revenue of \$2.8 million. This projected decrease is largely based on reductions in expected grant funding. The City often does not know the amount of grant funding we will be receiving in the coming year. Using the conservative approach to budgeting, grants are not budgeted until the City is awarded the grant.
- Charges for services are projected to increase by 3 percent, to reach projected revenue of \$11.6 million. Charges for services include developer processing fees, paramedic fees, and recycling fees. In addition, moving the Recreation Department to the General Fund means that revenue also moves. Of the overall increase in charges for services, the majority of the increase is attributable to a projected increase in paramedic fees due to a fee increase that went into effect July 1, 2016.
- Income from interest and property includes rent received from leased City property and interest income on City investments. This revenue is projected to increase by approximately \$135,000 compared to the prior year to reach projected revenue of \$3.5 million. This increase is coming from increased rental income from City owned property.
- Other revenue is projected to increase by approximately \$370,000. This increase is due to fees that will be collected from project applicants to pay Planning Department costs for outside professional services to assist with project review and case file management.

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Budget Overview**

- One-time revenue of \$615,735 that was budgeted in fiscal year 2016-17 will not be included in the revenue projection for fiscal year 2017-18. This revenue consisted of payments and reimbursements the City received to cover costs for Fire Department strike team incidents.

A comparison of the proposed 2017-18 General Fund Operating Budget with prior year is shown below:

	<u>2016-17</u> <u>BUDGET</u>	<u>2017-18</u> <u>BUDGET</u>	<u>DOLLAR</u> <u>CHANGE</u>	<u>PERCENT.</u> <u>CHANGE</u>
General Government	\$5,913,970	\$5,787,595	(\$126,375)	-2%
Community Services	4,627,160	7,304,775	2,677,615	58
Community Development	3,964,200	4,505,345	541,145	14
Public Works	11,647,895	12,342,335	694,440	6
Recycling & Waste Reduction	541,395	563,305	21,910	4
Police	39,266,675	41,021,925	1,755,250	4
Fire	22,801,445	23,526,630	725,185	3
Non-Departmental	1,614,455	1,359,445	(255,010)	-16
Community Relations	91,170	91,170	0	0
Center for the Arts	2,175,760	2,180,770	5,010	0
TOTAL	\$92,644,125	\$98,683,295	\$6,039,170	7%

The proposed 2017-18 General Fund Operating Budget is \$98,683,295. This is an increase of approximately \$6 million compared to the fiscal year 2016-17. Operating Budget adopted on June 8, 2016. The following items contributed to this increase:

Employee Services - \$3.5 Million:

- Salaries (including overtime) - \$1,900,000
- CalPERS - \$1,200,000
- Workers' Compensation Insurance - \$230,000
- Other Employee Overhead - \$138,000

Maintenance and Operations (M&O) - \$2 Million:

- Radio Replacement and Regional Communication System Financing – \$640,000
- Recreation M&O Added to General Fund – \$530,000
- Planning Project Review and Case File Management Services – \$360,000
- M&O Increases in Police Department, including Patrol and Field Supplies, Safety Equipment, Training, Cell Phone Service, and Laptop Upgrades – \$210,000
- Streets Asphalt and Bear Valley Parkway Maintenance – \$90,000
- Other Maintenance & Operations – \$145,000

Capital Outlay – \$160,000:

- Fire Station Alerting System Replacement and Radios – \$190,000
- Other Capital Outlay – (\$30,000)

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Budget Overview**

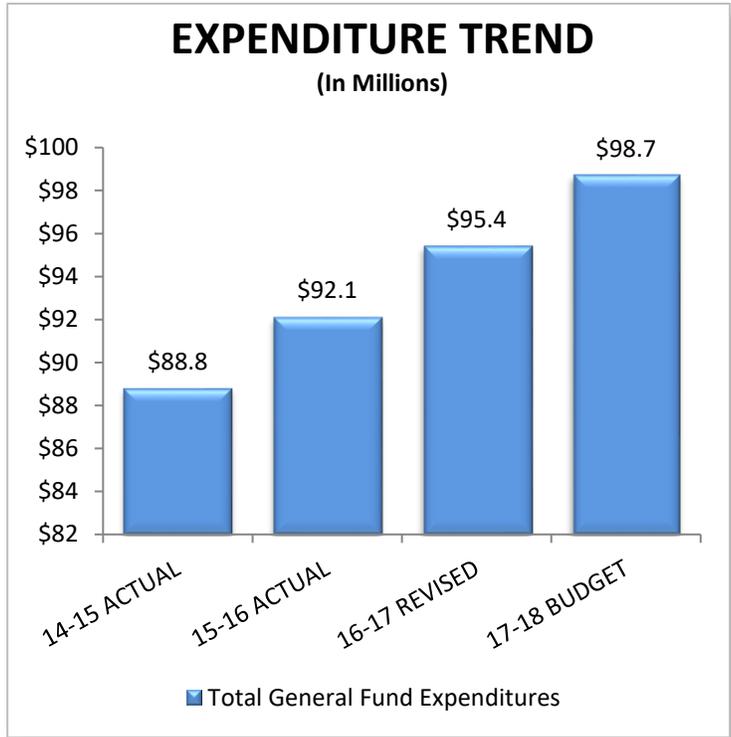
Internal Service Charges - \$900,000:

- Recreation Internal Service Charges included in the General Fund – \$590,000
- Radio Communications – \$540,000
- Fleet Services – \$140,000
- General Liability Insurance– (\$370,000)

The \$6.5 million increase in expenditures listed above is offset by a \$500,000 increase in the total amount allocated out to other funds.

Eight General Fund full-time positions have been added in the Operating Budget. These are not “new” positions in the traditional sense but simply the result of moving the Recreation department into the General Fund. In addition, a GIS Technician has been added to the GIS department, which will be 100 percent

allocated out to the Water and Wastewater funds for services provided to these departments. Due to a reorganization in the City Manager’s office, a Deputy City Manager position has also been added.



OTHER FUNDS

Other major sources of revenue are within the following funds:

Water

The Water Fund sources of funding is estimated at \$66.4 million, an increase of \$9.3 million, or 16 percent, over the prior year estimate. The major source of revenue is customer user fees that include a fixed monthly service charge based on the size of the customer’s water meter and a monthly water use charge that is based on a tiered commodity rate for residential and irrigation customers and a uniform commodity rate for other customers. Other revenues include filtration charges paid by Vista Irrigation District for their 20 percent share of water treatment capacity, recreational fees collected at the City’s two lakes that store untreated water, sale of electricity generated by the power plant located beneath Lake Wohlford Dam, connection fees charged to customers to connect to the Water System, interest income, and grant funding for specific capital projects. The increase in Water funding sources is due to the anticipated receipt of low interest loans from the State Revolving Fund of \$8 million and capital project reimbursements from Vista Irrigation District of \$1.6 million to fund water capital improvement projects. The Water Fund is estimating substantially no change in revenue from customer user fees or other revenue in FY 2017-18.

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Budget Overview**

Wastewater

The Wastewater Fund sources of funding is estimated to be \$82.6 million, an increase of \$47.5 million over the prior year estimate. The major source of revenue is from customer user fees that include a wastewater service charge, recycled water usage, and recycled water service charge. Other revenues include treatment charges paid by City of San Diego for their share of wastewater treatment costs from the Rancho Bernardo community, connection fees charged to customers to connect to the Wastewater System, and interest income. The increase in Wastewater funding sources is due to the anticipated receipt of low interest loans from the State Revolving Fund of \$46.3 million to fund Wastewater and Recycled Water capital projects. The Wastewater Fund is estimating substantially no change in wastewater services charges, an 8.5 percent increase in recycled water revenue due to increased sales and a 30 percent increase in the wastewater treatment charge reimbursement received from the City of San Diego.

The following "Other Funds" which had an increase or decrease in expenditures of more than 10 percent as compared to the prior year are as follows:

Successor Agency-Housing

This fund is proposing a \$79,000 decrease to its operating budget primarily because one grant-funded position is anticipated to be eliminated. Due to the winding down of the Redevelopment Agency, this fund's primary focus has shifted to monitoring existing projects rather than expanding services.

HOME

The proposed operating budget of this fund is anticipated to decrease by \$57,000 due to a decrease in allocations in from the Successor Agency-Housing fund.

Successor Agency-Redevelopment

This fund proposes a decrease in the operating budget of approximately \$230,000, primarily due to a decrease in the amount of bond interest due during 2017-18.

The following full-time positions have been added to the budgets of other funds:

- Recreation Coordinator – This position is 100 percent grant funded
- Asset Program Coordinator – This position was reclassified from an Asset Program Manager in the Wastewater fund and moved to the Water fund resulting in a decrease in the cost of employee services
- Human Resources Technician – This position is the result of a reorganization of the Human Resources and Benefits Administration departments

GANN LIMIT

Proposition 4 was passed in November 1979. This proposition created a limit on the amount of revenue derived from tax proceeds that could be spent in a given year. This limit, known as the "Gann Limit," was preventing many cities, as well as the state, from spending taxes that were received over this limit. Proposition 111, passed in the June 1990 election, changed the basis for the calculation of the City's limit, starting with the limit for 1991-92. The factors that

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Budget Overview**

can now be used give the City a significant margin. The Gann Limit will not be a concern for many years to come.

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

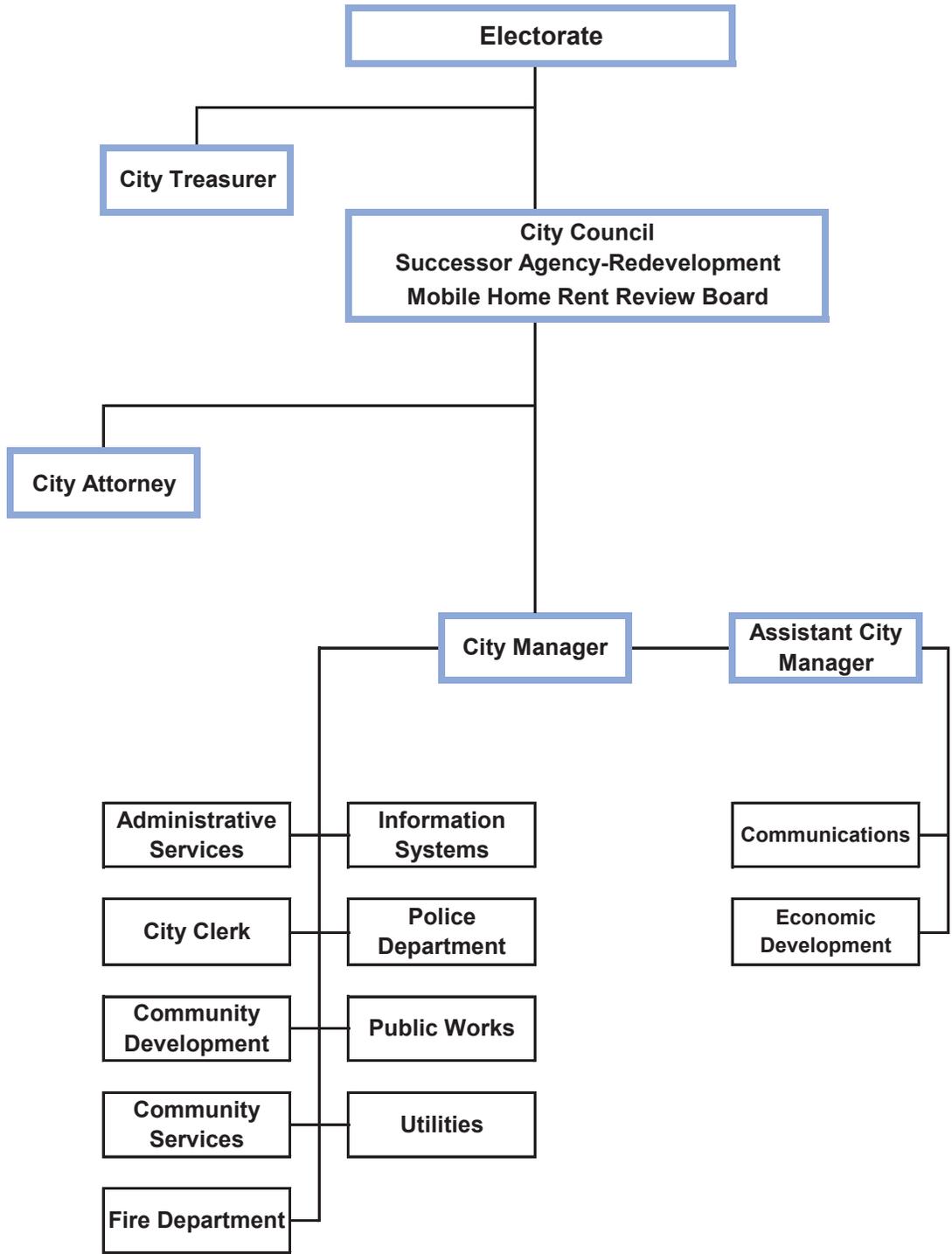
<u>Year</u>	<u>Limit</u>	<u>Appropriations Subject to Limit</u>	<u>Appropriations Margin</u>
2015-16	\$999,596,343	\$72,330,952	\$927,265,391
2016-17	1,061,491,349	73,139,010	988,352,339
2017-18	1,110,787,007	75,358,540	1,035,428,467

Under State law, as outlined in Article XIII-B of the state constitution, the City must calculate an appropriations limit and adopt it through resolution for the forthcoming fiscal year. The limit was previously based on a combination of the increase in population and the lesser of the increase in California personal income or the Consumer Price Index. With the passage of Proposition 111, the City can choose between the growth in the California Per Capita Income or the growth in the non-residential assessed valuation due to new construction in the city. We can also choose between the population growth of the city or the county. These options start with the 1986-87 limitation. The growth in non-residential assessed valuation is not yet known for 2017-18, so the Per Capita Personal Income Factor was used. The limit will be adjusted when the final numbers are known. The limits for prior years have been finalized.



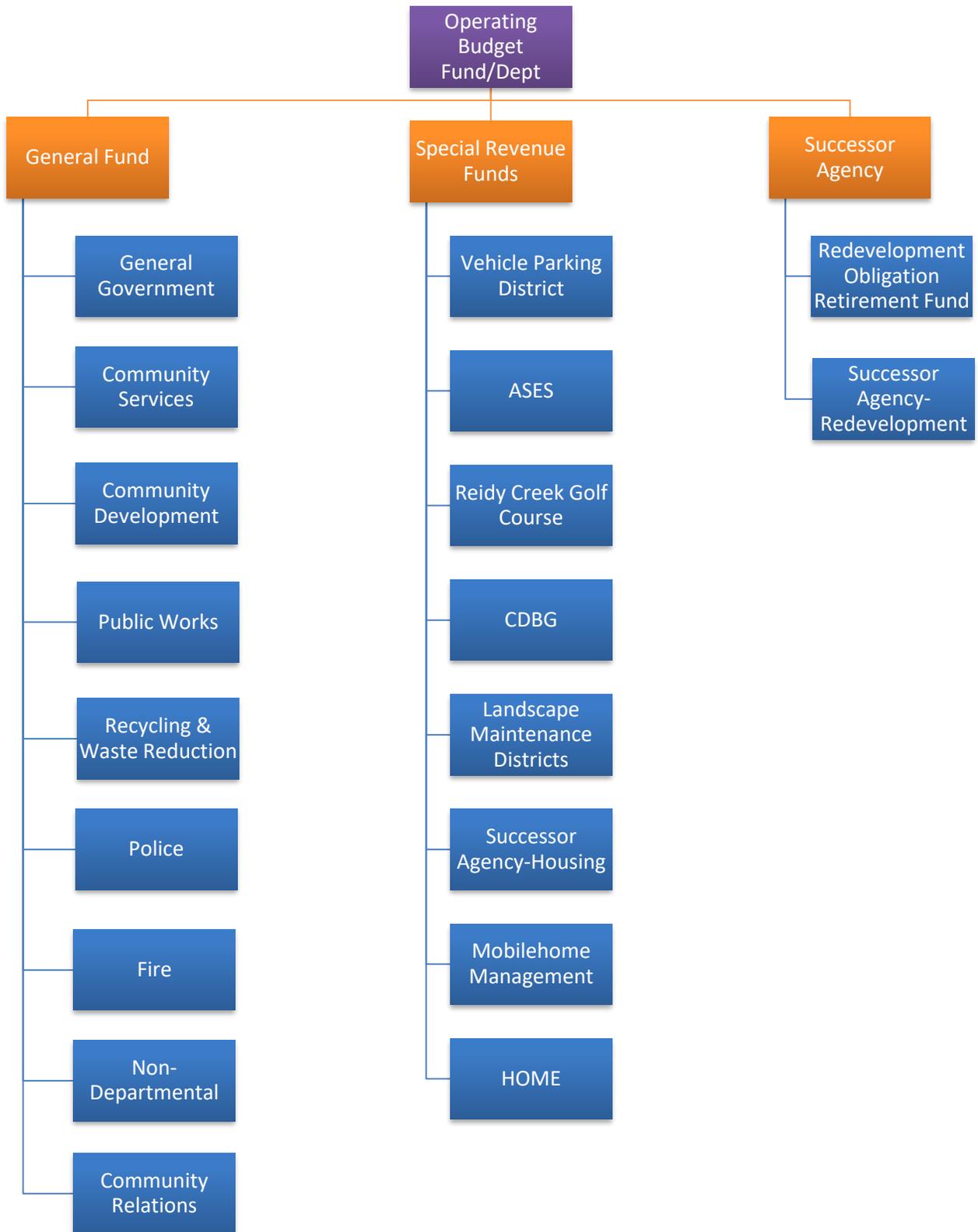
Financial Structure, Policies and Process

**CITY OF ESCONDIDO
 FY 2017-18 Operating Budget
 Organization Chart**

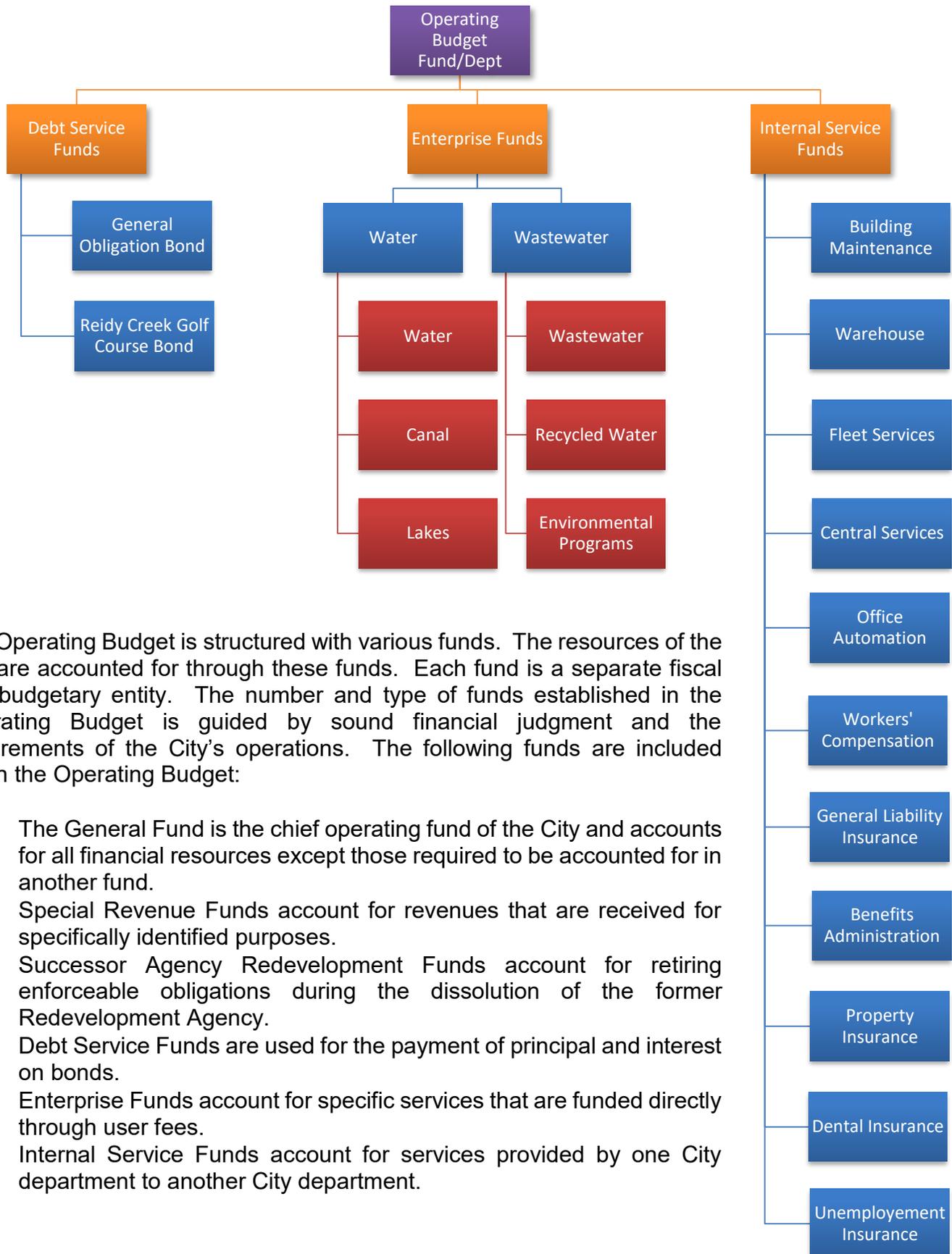




**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Fund/Department Structure**



**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Fund/Department Structure**



The Operating Budget is structured with various funds. The resources of the City are accounted for through these funds. Each fund is a separate fiscal and budgetary entity. The number and type of funds established in the Operating Budget is guided by sound financial judgment and the requirements of the City's operations. The following funds are included within the Operating Budget:

- The General Fund is the chief operating fund of the City and accounts for all financial resources except those required to be accounted for in another fund.
- Special Revenue Funds account for revenues that are received for specifically identified purposes.
- Successor Agency Redevelopment Funds account for retiring enforceable obligations during the dissolution of the former Redevelopment Agency.
- Debt Service Funds are used for the payment of principal and interest on bonds.
- Enterprise Funds account for specific services that are funded directly through user fees.
- Internal Service Funds account for services provided by one City department to another City department.

**CITY OF ESCONDIDO
FY 2017-18 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 on May 3rd, 2017 and are located on the City website at: <https://www.escondido.org/city-financial-policies.aspx>.

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.

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Budgetary and Financial Policies**

Policy

- a. 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.
- b. 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.
- c. 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.

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.

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

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Budgetary and Financial Policies**

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. 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

- a. 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.
- b. 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.
- c. 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.
- d. 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.
- e. 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.
- f. The City may establish and maintain other reserves.

CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Budgetary and Financial Policies

8. 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.

9. 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.

10. 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 2017-18 Operating Budget
Budgetary and Financial Policies

11. 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

- a. The City’s comprehensive annual financial report (CAFR) 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.

- b. 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.

12. 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.

13. 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.

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Budgetary and Financial Policies**

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.

14. 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.

15. 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.

CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Budgetary and Financial Policies

16. 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 Administrative Services and the Assistant Director of Finance will present to the City Council all proposed write offs above \$5,000 where collection efforts have been exhausted. Amounts due under \$5,000 will be written off if requested by the Revenue Manager and approved by the Assistant 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.

17. 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.

18. 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.

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Budgetary and Financial 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.

19. 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.

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Budget Process**

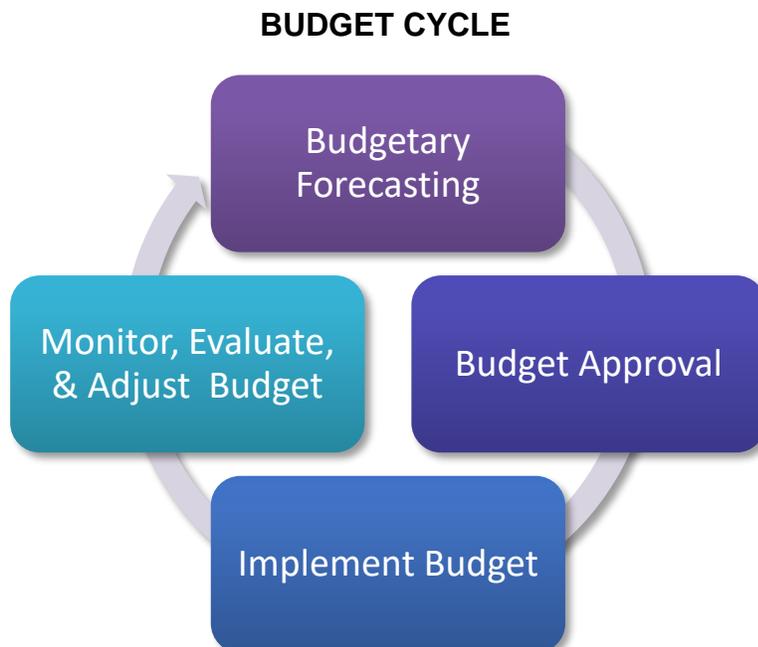
ACCOUNTING SYSTEM AND BUDGETARY CONTROL

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

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

The budgetary policy of the City is as follows:

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



**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Budget Process**

The officials that have direct responsibility for the financial administration of the City include the following:

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

BUDGET PREPARATION PROCESS

The budget process begins in 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 issues a budget newsletter to each department, which includes information such as:

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

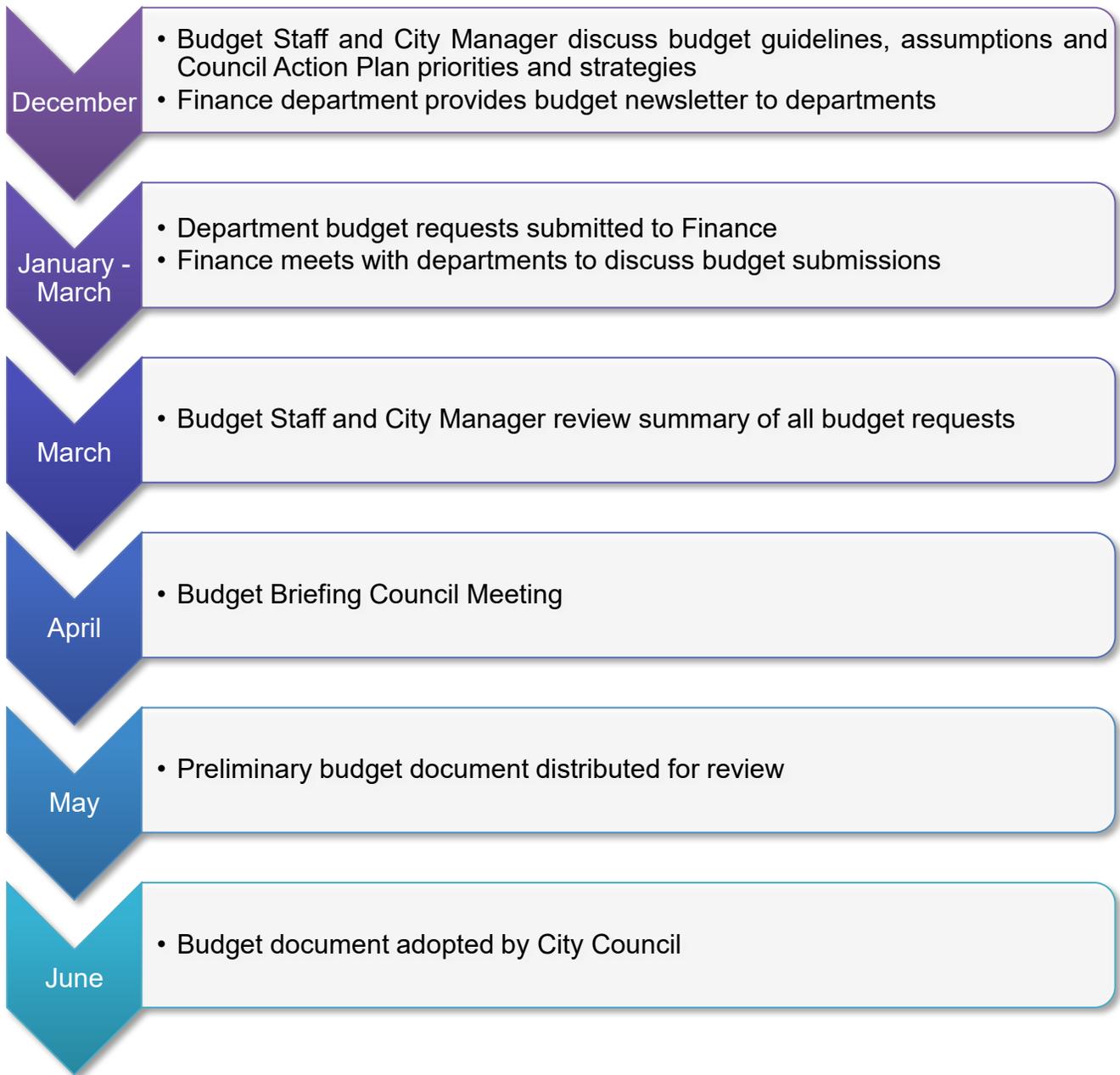
The departments use this information to prepare their budget requests. The budget request generally consists of projected revenues, a line item detail of projected expenses, a position listing, a narrative justification, and priorities for the upcoming year. The budget staff analyzes and summarizes the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

This year, budget information was brought to the full Council and discussion began on May 3rd. At that time, a draft of the proposed fiscal year 2017-18 General Fund Operating budget was presented. It was a balanced budget with no use of reserves and included an increase to the General Fund of approximately \$5.8 million. \$2.6 million of this amount was due to the Recreation department being moved in to the General Fund. At this meeting, Staff requested direction regarding budget subject matter to be discussed at future budget meetings.

On June 14th, a summary of what was reflected within the preliminary budget document as well as a few amendments were presented and adopted.

CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Budget Process

BUDGET CALENDAR



GUIDE TO THE BUDGET DOCUMENT

The introduction section of this document includes a transmittal letter from the City Manager that discusses the priorities and issues of the City. In addition, this section includes interesting profile and historical information, as well as the City's mission, values and strategic goals. Included is a brief overview of the major budgetary items and trend information.

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Budget Process**

The next section provides information regarding the City's financial structure, policies and the budget process.

In the third section, several summary financial schedules, as well as schedules regarding fund balance, capital expenditures, long-term debt, have been provided for a more comprehensive view of the financial status of the City. In addition, a multi-year financial plan is included.

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

The last section of the budget is the appendix, which consists of a budget glossary and a statistical sheet profiling the Escondido community.



Financial Schedules



**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Revenue Schedule (All Funds)**

	2014-15 ACTUAL	2015-16 ACTUAL	2016-17 REVISED	2017-18 BUDGET	16-17 REVISED/ 17-18 BUDGET % Change
GENERAL FUND					
SALES TAX	\$33,604,139	\$37,561,734	\$37,218,000	\$38,298,510	2.9%
OTHER TAXES					
Secured Property Tax	10,568,766	11,148,052	11,611,000	11,945,000	2.9%
Unsecured Property Tax	338,728	352,833	380,000	392,000	3.2%
RPTTF Residual Payment	653,151	515,579	629,000	950,000	51.0%
Property Tax in Lieu of VLF	11,210,341	11,748,187	12,316,000	12,809,000	4.0%
Tax Sharing Payment	211,185	242,023	226,000	233,000	3.1%
Penalties	0	3,842	2,000	2,000	0.0%
Property Transfer	551,265	555,101	718,000	718,000	0.0%
Franchise Fees	6,334,024	6,110,634	6,300,000	6,447,000	2.3%
Transient Occupancy Tax	1,435,406	1,605,827	1,701,000	1,769,000	4.0%
Business License	1,705,214	1,722,791	1,850,000	1,887,000	2.0%
Transfer Station Fee	637,125	648,136	656,000	681,000	3.8%
Other Incentive Fees	82,666	84,670	83,000	84,000	1.2%
PEG Fees	11,000	11,000	11,000	0	-100.0%
Total, Other Taxes	33,738,871	34,748,675	36,483,000	37,917,000	3.9%
PERMITS AND LICENSES					
Towing Licenses	417,751	348,125	348,000	348,000	0.0%
Building Permits	196,512	272,516	450,000	450,000	0.0%
Plumbing Permits	31,521	48,382	40,000	40,000	0.0%
Electrical Permits	86,699	119,423	119,000	119,000	0.0%
Mechanical Permits	40,582	50,913	40,000	40,000	0.0%
Fire Code Permits	81,525	86,478	82,000	82,000	0.0%
Mobile Home Setup	7,604	8,585	8,000	8,000	0.0%
Other Permits and Licenses	86	33	0	0	N/A
Parking Permits	0	0	10,000	10,000	0.0%
Total, Permits and Licenses	862,280	934,455	1,097,000	1,097,000	0.0%
FINES AND FORFEITURES					
Red Light Photo Citations	43,152	13,113	0	0	N/A
Vehicle Code Fines	350,883	429,736	493,000	350,000	-29.0%
Parking Ticket Fines	249,219	304,959	250,000	305,000	22.0%
Other Court Fines	34,363	27,793	30,000	50,000	66.7%
Booking Fees	54,638	56,537	56,000	56,000	0.0%
Library Fines	73,689	61,989	105,000	62,000	-41.0%
Code Enforcement Admin Citations	123,994	233,334	242,000	242,000	0.0%
Police Ticket Sign Off	5,900	2,947	5,000	5,000	0.0%
Impound Fees	221,427	216,760	221,000	221,000	0.0%
Total, Fines and Forfeitures	1,157,265	1,347,168	1,402,000	1,291,000	-7.9%
INTERGOVERNMENTAL					
State Motor Vehicle Fees	60,452	59,431	0	0	N/A
Post Reimbursement	55,455	32,119	75,000	33,000	-56.0%
Literacy Grant	0	45,595	46,050	18,000	-60.9%
Nutrition Grant	200,541	177,642	209,260	190,000	-9.2%
Miscellaneous Agencies	26,866	39,639	19,425	40,000	105.9%
Rincon Fire Fees	2,169,556	1,945,544	2,023,000	2,023,000	0.0%
State Highway Maintenance	10,000	10,000	10,000	10,000	0.0%
Beverage Recycling	0	38,833	38,000	38,000	0.0%
County Grants	9,568	0	51,000	0	-100.0%
State Grants	22,818	1,705	2,000	0	-100.0%
Federal Grants	151,356	98,838	70,840	98,000	38.3%
SB90 Claims	554,554	662,534	100,000	100,000	0.0%
Used Oil Recycling Grant	0	40,780	41,000	41,000	0.0%
GEMT Program	472,161	200,705	208,000	221,000	6.3%
Total, Intergovernmental	3,733,327	3,353,365	2,893,575	2,812,000	-2.8%

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Revenue Schedule (All Funds)**

	2014-15 ACTUAL	2015-16 ACTUAL	2016-17 REVISED	2017-18 BUDGET	16-17 REVISED/ 17-18 BUDGET % Change
CHARGES FOR SERVICES					
Zoning Fees	102,214	89,307	125,000	125,000	0.0%
Subdivision Fees	36,240	15,950	37,000	37,000	0.0%
Sale of Plans/Specs	330	0	0	0	N/A
Annexation Fees	0	4,725	0	0	N/A
Maps & Publications	167	180	500	500	0.0%
Building Plan Check Fees	241,161	403,898	449,000	449,000	0.0%
Conservation Credit	453,060	221,807	182,000	161,000	-11.5%
EIR	54,211	39,840	54,000	54,000	0.0%
Engineering Fees	88,952	67,514	85,000	85,000	0.0%
Engineering Misc. Projects	125,508	391,793	295,300	420,000	42.2%
Engineering Subdivision Fees	276,359	982,931	810,000	694,000	-14.3%
Planning Fees	194,448	303,105	355,000	355,000	0.0%
Shopping Cart Cont Plan Fee	270	0	500	500	0.0%
20B Waiver Fee-Utility Underground	7,576	9,953	0	8,000	N/A
Police Services	449,054	148,492	100,000	100,000	0.0%
Abandoned Vehicles	346,016	0	0	0	N/A
False Alarms	45,288	45,961	65,000	60,000	-7.7%
DUI Cost Recovery	82,100	79,255	73,000	73,000	0.0%
Fingerprinting Revenue	26,174	27,237	25,000	25,000	0.0%
Restitution	26,403	10,746	26,000	26,000	0.0%
Alarm Registration Fee	21,790	23,010	24,000	60,000	150.0%
Commercial Alarm Registration	15,480	15,354	15,000	60,000	300.0%
Police Reserve Services	0	0	0	0	N/A
Special Fire	502,140	664,846	100,000	100,000	0.0%
Failed Reinspection	16,840	69,595	70,000	70,000	0.0%
Fire Plan Check	21,625	57,825	38,390	57,000	48.5%
Fire Protection System Fees	9,725	30,950	31,000	31,000	0.0%
Fire Comm Care Licensing Fee	7,450	7,150	7,000	7,000	0.0%
Processing Fee-Quit Claim	1,700	5,100	2,000	5,000	150.0%
Processing Fees	7,850	2,500	8,000	8,000	0.0%
Fire R-2 Inspection Fees	57,436	65,547	57,000	65,000	14.0%
City Clerk Fees	6,852	4,564	7,000	5,000	-28.6%
Copying Fee	4,037	2,838	4,000	3,000	-25.0%
Street Light Power Charge	1,880	29,911	2,000	2,000	0.0%
AB939 Fees	90,857	64,147	64,000	91,000	42.2%
Household Hazardous Waste	224,951	158,831	159,000	159,000	0.0%
Senior Meal Payments	14,080	15,025	13,000	13,000	0.0%
Library Audiovisual	34,807	47,115	34,800	34,000	-2.3%
Recreation	0	0	2,440,265	2,300,000	-5.7%
Senior Van Fee	3,383	3,085	3,600	4,000	11.1%
Facility Use-Senior Center	43,609	64,227	43,600	65,000	49.1%
Joslyn Library Sales	0	0	0	0	N/A
Sale of Recyclables	210,373	161,944	253,000	162,000	-36.0%
Microfilm Fees	17,196	26,089	17,000	26,000	52.9%
Paramedic Transportation	54,036	40,753	54,000	54,000	0.0%
Paramedic Services	4,130,910	4,563,801	5,166,000	5,527,000	7.0%
Total, Charges for Services	8,054,538	8,966,901	11,295,955	11,581,000	2.5%
INVESTMENT & RENTAL INCOME	3,294,761	3,331,987	3,335,000	3,470,505	4.1%
OTHER REVENUE					
Harding Street Maintenance	10,082	10,484	10,000	10,000	0.0%
Reimbursement from Outside Agencies	58,660	111,324	211,460	575,000	171.9%
Contributions	15,062	2,907	29,250	15,000	-48.7%
Sponsorships	6,440	2,700	6,000	6,000	0.0%
Marketing Event Fees	2,420	2,022	2,000	2,000	0.0%
Damages-City Property	50,525	88,592	50,000	50,000	0.0%
Mobile Home Fees	32,987	63,492	64,000	64,000	0.0%
Recoveries	0	19,975	0	0	N/A
Misc. Over/Short	(66)	(181)	0	0	N/A
NSF Check Charges	3,755	3,905	4,000	4,000	0.0%

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Revenue Schedule (All Funds)**

	2014-15 ACTUAL	2015-16 ACTUAL	2016-17 REVISED	2017-18 BUDGET	16-17 REVISED/ 17-18 BUDGET % Change
Admin Fee-Collections	22,129	18,983	22,000	22,000	0.0%
Small Claims Court Fees	233	114	0	0	N/A
Other Revenue	109,519	55,048	59,000	80,000	35.6%
Total, Other Revenue	311,746	379,365	457,710	828,000	80.9%
ONE-TIME REVENUE	0	118,901	615,735	0	-100.0%
Total, General Fund	\$84,756,927	\$90,742,551	\$94,797,975	\$97,295,015	2.6%

SPECIAL REVENUE FUNDS

VEHICLE PARKING DISTRICT

Investment Income	\$110	\$109	\$200	\$0	-100.0%
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GAS TAX

Gas Tax 2105	799,027	826,982	920,000	876,300	-4.8%
Gas Tax 2106	542,972	551,571	454,000	534,000	17.6%
Gas Tax 2107	1,022,607	1,076,844	1,278,000	1,132,000	-11.4%
Gas Tax 2107.5	10,000	10,000	10,000	10,000	0.0%
R & T Code 7360 - Prop 42	1,365,566	756,643	347,000	603,600	73.9%
Reimbursement from Outside Agencies	30,835	0	0	172,500	N/A
Investment Income	26,377	22,307	23,885	13,940	-41.6%
Total, Gas Tax	3,797,384	3,244,347	3,032,885	3,342,340	10.2%

PARK DEVELOPMENT

Park Development Fees	367,481	478,964	1,486,400	2,703,000	81.8%
Investment Income	17,427	22,734	14,365	10,200	-29.0%
Total, Park Development	384,908	501,698	1,500,765	2,713,200	80.8%

COMMUNITY SERVICES

ASES Grant	805,353	806,641	842,120	0	-100.0%
Fees for Services	1,705,616	1,541,978	1,705,505	0	-100.0%
Golf Course Rent & Add't Compensation	338,220	348,003	330,000	0	-100.0%
Investment Income	3,057	-1,155	6,200	0	-100.0%
Cellular Site/EVCC Rent	567,845	565,877	406,260	0	-100.0%
Reimbursements from Outside Agencies	30,445	45,232	0	0	N/A
Interest-Loans/Advances	8,135	4,661	4,300	0	-100.0%
Other Revenue	-185	272	0	0	N/A
Total, Recreation	3,458,486	3,311,509	3,294,385	0	-100.0%

REIDY CREEK GOLF COURSE

Green Fees	312,543	367,515	480,625	407,260	-15.3%
Cart Rental	142,814	136,742	143,755	136,690	-4.9%
Golf Merchandise Sales	31,510	31,669	31,095	30,950	-0.5%
Other Revenue	4,491	2,549	2,055	2,230	8.5%
Food and Beverage Rent	5,103	7,189	6,865	7,740	12.7%
Investment Income	9	0	0	0	N/A
Total, Reidy Creek Golf Course	496,470	545,664	664,395	584,870	-12.0%

COMMUNITY DEVELOPMENT BLOCK GRANT

Grant	1,336,260	1,267,167	1,514,995	1,588,665	4.9%
Loan Repayments	10,000	0	0	0	N/A
Total, CDBG	1,346,260	1,267,167	1,514,995	1,588,665	4.9%

TRAFFIC IMPACT

Traffic Impact Fees-Local	101,746	190,540	1,274,000	1,434,000	12.6%
Traffic Impact Fees-Regional	200,779	267,312	76,200	477,000	526.0%

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Revenue Schedule (All Funds)**

	2014-15 ACTUAL	2015-16 ACTUAL	2016-17 REVISED	2017-18 BUDGET	16-17 REVISED/ 17-18 BUDGET % Change
Interest-Loans/Advances	0	41,778	0	0	N/A
Investment Income	24,051	31,925	19,635	16,745	-14.7%
Total, Traffic Impact	326,576	531,555	1,369,835	1,927,745	40.7%
CABLE TECHNOLOGY					
Investment Income	16	0	0	0	N/A
DALEY RANCH RESTORATION					
Investment Income	5,561	6,190	4,200	4,900	16.7%
LANDSCAPE MAINTENANCE DISTRICTS					
Assessments	788,932	791,271	797,365	797,050	0.0%
Miscellaneous Agencies	0	0	68,980	0	-100.0%
Investment Income	9,081	12,964	0	595	N/A
Other Revenue	6,145	5,895	5,955	6,455	8.4%
Total, Landscape Maintenance Districts	804,158	810,130	872,300	804,100	-7.8%
PUBLIC ART					
Public Art Fees	64,877	67,616	203,800	490,000	140.4%
Investment Income	3,436	4,065	2,805	2,550	-9.1%
Other Revenue	60	100	0	0	N/A
Total, Public Art	68,373	71,781	206,605	492,550	138.4%
SUCCESSOR AGENCY- HOUSING					
CalHOME Grant	0	0	1,812,000	1,700,000	-6.2%
HELP Fees	1,990	3,710	0	0	N/A
Other Revenue	9,879	660	0	0	N/A
Investment Income	24,567	22,144	6,000	0	-100.0%
Interest-Loans/Advances	406,325	393,420	0	0	N/A
Gain/Loss on Disposal of Capital Assets	138,304	54,850	0	0	N/A
Total, Successor Agency-Housing	581,065	474,784	1,818,000	1,700,000	-6.5%
MOBILEHOME PARK MANAGEMENT					
Rent	203,599	188,628	199,000	185,000	-7.0%
Investment Income	1,082	1,469	400	0	-100.0%
Total, Mobilehome Park Management	204,681	190,097	199,400	185,000	-7.2%
HOME					
Grants	43,935	909,964	460,710	464,730	0.9%
Investment Income	28,888	8,458	10,000	10,000	0.0%
Interest-Loans/Advances	108,074	148,759	0	0	N/A
Total, HOME	180,897	1,067,181	470,710	474,730	0.9%
RYAN TRUST					
Investment Income	555	409	0	250	N/A
Contributions	0	143	0	0	N/A
Total, Ryan Trust	555	552	0	250	N/A
HEGYI TRUST					
Investment Income	57	40	0	0	N/A
Total, Special Revenue Funds	\$11,655,557	\$12,022,804	\$14,948,675	\$13,818,350	-7.6%

SUCCESSOR AGENCY - REDEVELOPMENT

REDEVELOPMENT OBLIGATION RETIREMENT FUND

County of San Diego Trust Fund-ROPS	\$8,401,417	\$10,483,055	\$10,979,130	\$7,038,650	-35.9%
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**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Revenue Schedule (All Funds)**

	2014-15 ACTUAL	2015-16 ACTUAL	2016-17 REVISED	2017-18 BUDGET	16-17 REVISED/ 17-18 BUDGET % Change
SUCCESSOR AGENCY - REDEVELOPMENT					
Investment Income	54,936	52,369	25,000	25,000	0.0%
Rent	52,668	137,371	0	0	N/A
Total, Successor Agency - Redev	107,604	189,740	25,000	25,000	0.0%
Total, Successor Agency - Redev	\$8,509,021	\$10,672,795	\$11,004,130	\$7,063,650	-35.8%
CAPITAL PROJECT FUNDS					
STREETS PROJECTS					
State Grants	\$15,375	\$17,423	\$145,981	\$0	-100.0%
Federal Grants	25,040	137,918	0	0	N/A
Reimbursement from Outside Agencies	1,710,544	259,804	0	0	N/A
Investment Income	38,645	42,842	29,325	19,805	-32.5%
Other Revenue	0	-749	0	0	N/A
Total, Streets Projects	1,789,604	457,238	175,306	19,805	-88.7%
PUBLIC SAFETY FACILITY					
Investment Income	286	28	200	0	-100.0%
STORM DRAIN					
Storm Drain Basin Fees	91,059	104,480	445,800	720,000	61.5%
Investment Income	2,028	3,715	1,445	2,125	47.1%
Total, Storm Drain	93,087	108,195	447,245	722,125	61.5%
GENERAL CAPITAL					
PEG Fees	317,670	435,000	379,255	0	-100.0%
Environmental Impact Report	0	75,495	0	0	N/A
Reimbursement from Outside Agencies	72,122	174,037	485,688	0	-100.0%
Investment Income	16,630	13,552	16,490	16,490	0.0%
Marketing Event Fees	-17	0	0	0	N/A
Other Revenue	10	0	0	0	N/A
Total, General Capital	406,415	698,084	881,433	16,490	-98.1%
COUNTY TRANSPORTATION STREET PROJECT FUND					
SANDAG	3,856,843	3,657,871	3,540,000	3,574,000	1.0%
Reimbursements from Outside Agencies	0	6,884	0	0	N/A
Investment Income	4,660	6,054	3,400	3,400	0.0%
Total, Cty Transportation Street Project	3,861,503	3,670,809	3,543,400	3,577,400	1.0%
PUBLIC FACILITIES					
Fire Fees	117,091	137,967	438,500	0	-100.0%
Police Fees	187,346	220,747	701,500	0	-100.0%
Administration Fees	100,849	124,170	394,600	0	-100.0%
Library Fees	70,255	82,780	263,100	0	-100.0%
Senior Center Fees	23,418	27,593	87,700	0	-100.0%
Maintenance Services Fees	81,964	96,577	306,900	0	-100.0%
Public Facilities Fees	0	0	0	4,181,000	N/A
Interest-Loans/Advances	6,214	5,437	4,795	4,795	0.0%
Investment Income	52,470	61,976	37,655	27,880	-26.0%
Total, Public Facilities	639,607	757,247	2,234,750	4,213,675	88.6%
Total, Capital Project Funds	\$6,790,502	\$5,691,601	\$7,282,334	\$8,549,495	17.4%

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Revenue Schedule (All Funds)**

	2014-15 ACTUAL	2015-16 ACTUAL	2016-17 REVISED	2017-18 BUDGET	16-17 REVISED/ 17-18 BUDGET % Change
DEBT SERVICE FUNDS					
GENERAL OBLIGATION BOND DEBT SERVICE					
Secured Property Tax	\$5,162,739	\$4,756,776	\$4,024,040	\$4,691,230	16.6%
Penalties	18,659	19,909	20,320	23,670	16.5%
Bond Issue Proceeds	61,520,000	0	0	0	N/A
Other Financing Sources	9,140,479	0	0	0	N/A
Investment Income	21,029	19,373	20,590	20,050	-2.6%
Total, General Obligation Bond Debt Service	75,862,906	4,796,058	4,064,950	4,734,950	16.5%
REIDY CREEK GOLF COURSE DEBT SERVICE					
Investment Income	123	209	100	100	0.0%
Total, Debt Service Funds	\$75,863,029	\$4,796,267	\$4,065,050	\$4,735,050	16.5%

ENTERPRISE FUNDS					
WATER					
State Grants	\$0	\$0	\$500,000	\$500,000	0.0%
Lake Income	882,307	963,147	880,000	880,000	0.0%
Water Sales	35,650,461	31,463,537	38,500,000	38,500,000	0.0%
Water Service Charges	14,111,409	14,671,275	15,200,000	15,000,000	-1.3%
Meter Installations	37,605	77,167	0	0	N/A
Penalties	1,036,335	905,322	0	0	N/A
Connection Charges	280,340	583,790	375,000	375,000	0.0%
VID Filtration Charge	1,786,546	1,821,121	1,300,000	1,300,000	0.0%
Water Line Development Reimbursement	3,543	378	0	0	N/A
VID CIP Reimbursement & SRF Loans	348,409	343,600	100,000	9,635,000	9535.0%
Sale of Electric Power	753,153	37,884	75,000	75,000	0.0%
CIP Reimbursement	529,910	1,367,025	0	0	N/A
Investment Income	26,153	24,101	130,400	132,000	1.2%
Contributions	219,694	0	0	0	N/A
Developer Contributions	36,852	355,348	0	0	N/A
Rent	83,938	86,326	0	0	N/A
Damages-City Property	26,910	65,533	0	0	N/A
Other Revenue	30,838	16,146	30,000	30,000	0.0%
Total, Water	55,844,404	52,781,700	57,090,400	66,427,000	16.4%
WASTEWATER					
Stormwater Management Charge	2,360,315	2,503,920	0	0	N/A
Reimbursement from Outside Agencies	1,380	725	0	0	N/A
Penalties	3,708	7,500	0	0	N/A
Recycled Water Usage	858,348	747,826	0	0	N/A
Service Charges	22,861,543	22,718,538	27,900,000	28,000,000	0.4%
Connection Charges	973,110	463,261	350,000	350,000	0.0%
San Diego Treatment Charge	2,069,526	2,598,274	2,000,000	2,600,000	30.0%
Other Current Service Charge - Current	7,081	7,186	0	0	N/A
Restaurant FOG Pretreatment	77,437	82,361	0	0	N/A
SRF Loans & City of S. D. Reimbursement	985,409	0	47,035,000	47,199,525	0.3%
Sale of Recycled Water	2,789,877	4,160,779	3,500,000	3,800,000	8.6%
Agency Incentive Payments	115,280	889,732	100,000	100,000	0.0%
Investment Income	332,557	395,516	339,500	339,500	0.0%
Contributions	73,231	0	0	0	N/A
Developer Contributions	33,207	436,686	0	0	N/A

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Revenue Schedule (All Funds)**

	2014-15 ACTUAL	2015-16 ACTUAL	2016-17 REVISED	2017-18 BUDGET	16-17 REVISED/ 17-18 BUDGET % Change
SDG&E Raw Water Line	0	0	82,500	82,500	0.0%
Other Revenue	126,948	144,842	150,000	150,000	0.0%
Total, Wastewater	33,668,957	35,157,146	81,457,000	82,621,525	1.4%
Total, Enterprise Funds	\$89,513,361	\$87,938,846	\$138,547,400	\$149,048,525	7.6%
Total, All Funds	\$277,088,397	\$211,864,864	\$270,645,564	\$280,510,085	3.6%

INTERNAL SERVICE FUNDS

BUILDING MAINTENANCE

Reimbursement from Outside Agencies	\$630	\$515	\$0	\$0	N/A
Charges to Departments	3,949,285	4,324,655	4,775,555	4,841,980	1.4%
Contributions	15,975	15,470	0	0	N/A
Investment Income	5,084	1,625	2,200	1,000	-54.5%
Total, Building Maintenance	3,970,974	4,342,265	4,777,755	4,842,980	1.4%

WAREHOUSE FUND

Charges to Departments	195,665	182,203	198,000	192,000	-3.0%
Sale of City Property	0	10,113	0	0	N/A
Gain/Loss on Disposal of Capital Assets	3,033	-2,214	0	0	N/A
Investment Income	3,667	2,497	4,500	0	-100.0%
Total, Warehouse	202,365	192,599	202,500	192,000	-5.2%

FLEET SERVICES

Charges to Departments	5,227,540	5,254,805	5,343,545	5,781,370	8.2%
Contributions	107,553	370,485	0	0	N/A
Investment Income	79,713	79,248	28,235	77,230	173.5%
Damages - City Property	0	-19,070	0	0	N/A
Accident Recoveries	49,624	131,220	67,025	9,190	-86.3%
Gain/Loss on Disposal of Capital Assets	43,489	127,301	0	0	N/A
Other Revenue	8,398	5,464	0	0	N/A
Total, Fleet Services	5,516,317	5,949,453	5,438,805	5,867,790	7.9%

CENTRAL SERVICES

Duplicating-Charges to Departments	364,200	367,065	373,770	375,485	0.5%
Telecommunications-Charges to Depts	532,868	632,429	624,155	639,295	2.4%
Mail Services-Charges to Departments	176,465	188,345	190,635	191,260	0.3%
Investment Income	5,153	6,083	0	0	N/A
Total, Central Services	1,078,686	1,193,922	1,188,560	1,206,040	1.5%

OFFICE AUTOMATION

Charges to Departments	1,518,360	1,577,160	1,589,290	1,638,090	3.1%
Investment Income	1,549	3,924	0	0	N/A
Other Revenue	0	20,057	0	0	N/A
Total, Office Automation	1,519,909	1,601,141	1,589,290	1,638,090	3.1%

WORKERS' COMPENSATION

Charges to Departments	2,835,482	3,036,286	4,000,000	4,491,075	12.3%
Recoveries	0	1,265	0	0	N/A
Investment Income	75,859	84,247	62,500	85,000	36.0%
Other Revenue	0	826	0	0	N/A
Total, Workers' Compensation	2,911,341	3,122,624	4,062,500	4,576,075	12.6%

GENERAL LIABILITY INSURANCE FUND

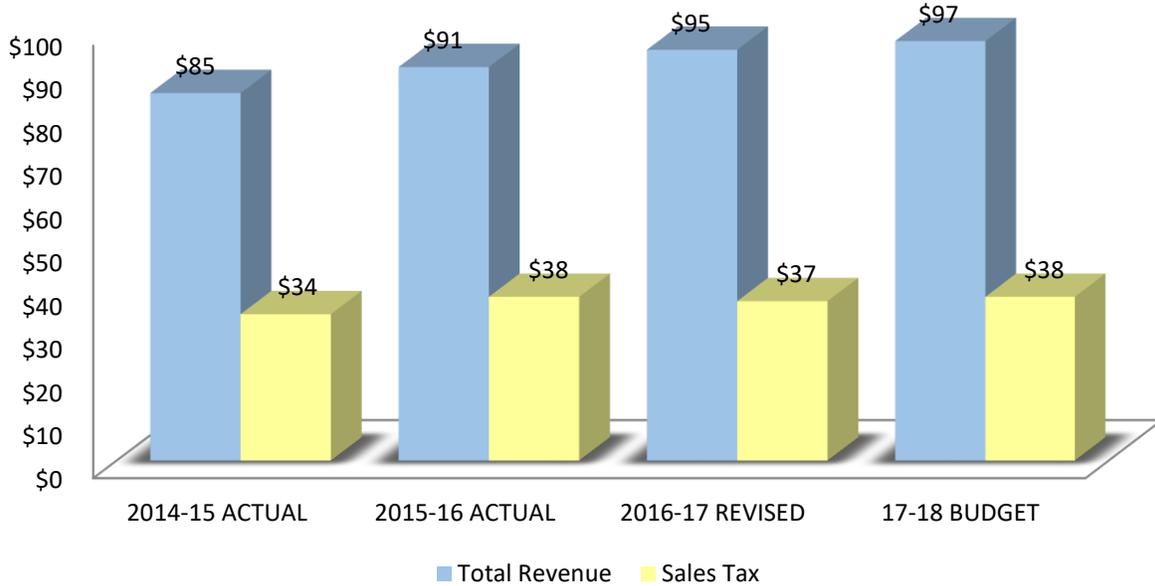
Charges to Departments	2,242,300	3,035,120	3,066,160	2,558,950	-16.5%
Investment Income	32,073	43,887	11,060	11,060	0.0%

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Revenue Schedule (All Funds)**

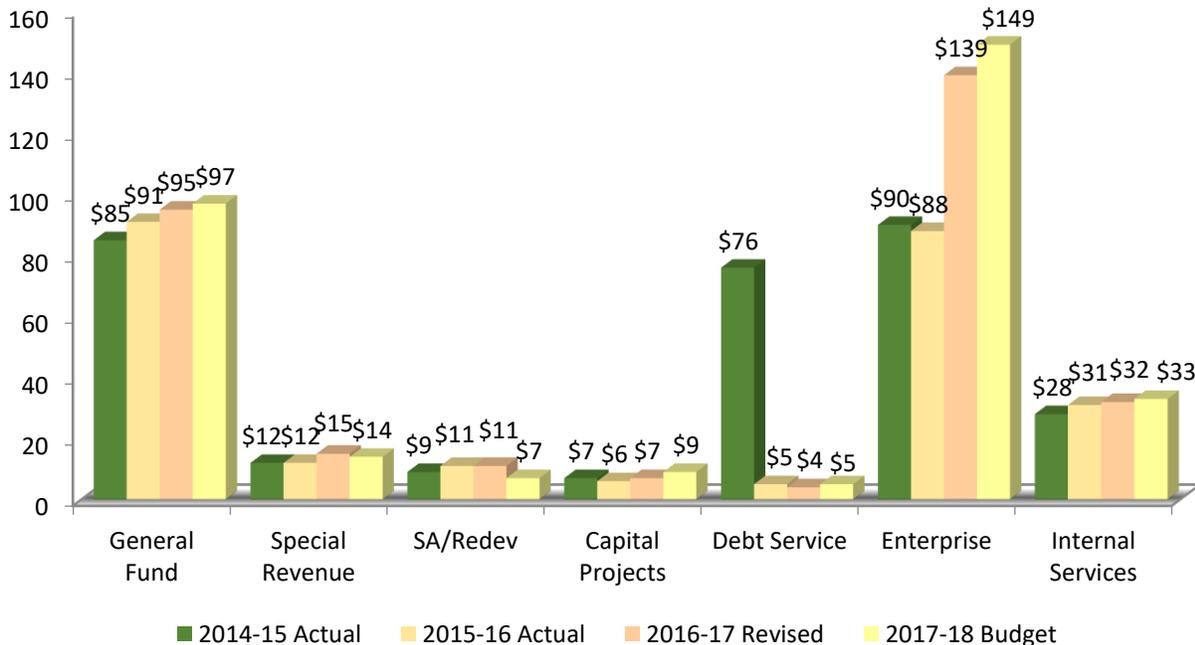
	2014-15 ACTUAL	2015-16 ACTUAL	2016-17 REVISED	2017-18 BUDGET	16-17 REVISED/ 17-18 BUDGET % Change
Other Revenue	0	61,238	0	0	N/A
Total, Liability Insurance	2,274,373	3,140,245	3,077,220	2,570,010	-16.5%
BENEFITS ADMINISTRATION					
Insurance Fees	9,352,456	9,517,286	10,404,630	10,811,850	3.9%
Investment Income	1,230	967	1,000	1,000	0.0%
Rebates	4,219	38,767	33,000	38,000	15.2%
Other Revenue	327	262	0	4,000	N/A
Total, Benefits Administration	9,358,232	9,557,282	10,438,630	10,854,850	4.0%
PROPERTY INSURANCE					
Charges to Departments	461,065	675,210	677,665	681,100	0.5%
Investment Income	2,614	3,521	3,400	3,400	0.0%
Total, Property Insurance	463,679	678,731	681,065	684,500	0.5%
DENTAL INSURANCE					
Insurance Fees	771,510	785,617	837,200	867,280	3.6%
Investment Income	3,816	4,128	0	0	N/A
Total, Dental Insurance	775,326	789,745	837,200	867,280	3.6%
UNEMPLOYMENT INSURANCE					
Insurance Fees	102,674	170,846	70,000	70,000	0.0%
Investment Income	1,742	2,729	0	0	N/A
Total, Unemployment Insurance	104,416	173,575	70,000	70,000	0.0%
Total, Internal Service Funds	\$28,174,069	\$30,717,601	\$32,363,525	\$33,369,615	3.1%

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Revenue Charts**

General Fund Revenue Trend (In Millions)



Revenue Trend-All Funds (In Millions)

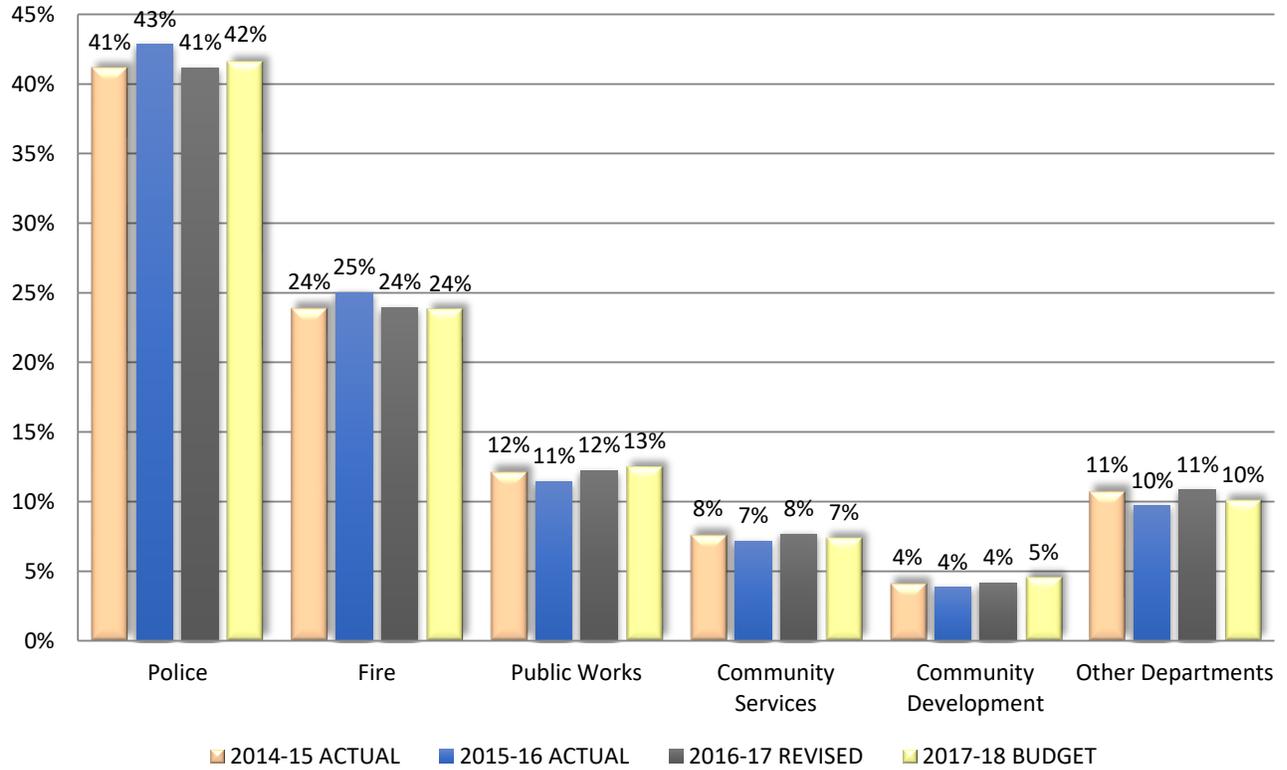


CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Expenditure Summary-All Funds

DEPARTMENT/FUND	2014-15 ACTUAL	2015-16 ACTUAL	2016-17 REVISED	2017-18 BUDGET	16-17 REVISED/ 17-18 BUDGET % Change
City Council	\$366,147	\$429,348	\$433,690	\$450,920	4.0%
City Manager/Video Services	1,405,573	1,423,306	1,322,620	1,308,640	-1.1
City Attorney	367,885	248,929	181,810	167,565	-7.8
City Clerk	521,611	524,582	580,675	562,065	-3.2
City Treasurer	300,204	309,186	312,035	274,020	-12.2
Administrative Services	1,447,710	1,763,581	1,942,430	1,901,545	-2.1
Information Systems	1,036,473	1,129,730	1,140,710	1,122,840	-1.6
Community Services	6,676,598	6,587,558	7,323,080	7,304,775	-0.2
Community Development	3,271,854	3,534,885	3,964,200	4,505,345	13.7
Public Works	10,046,984	10,532,585	11,663,305	12,342,335	5.8
Radio Communications	(33,589)	18,124	0	0	0.0
Recycling & Waste Reduction	452,236	565,679	541,395	563,305	4.0
Police	38,512,890	39,470,592	39,266,675	41,021,925	4.5
Fire/Emergency Management	21,941,311	23,064,721	22,832,615	23,526,630	3.0
Nondepartmental	455,179	417,381	1,618,185	1,359,445	-16.0
Community Relations & Center for the Arts	2,040,605	2,125,073	2,266,930	2,271,940	0.2
TOTAL, GENERAL FUND	88,809,673	92,145,259	95,390,355	98,683,295	3.5
Vehicle Parking District	89,590	88,183	95,425	95,430	0.0
ASES	813,528	745,498	825,185	907,130	9.9
Reidy Creek Golf Course	627,320	702,346	664,395	687,020	3.4
CDBG Administration	242,783	234,490	268,955	283,205	5.3
Landscape Maintenance Districts	647,371	508,057	1,155,950	1,033,275	-10.6
Successor Agency-Housing	500,947	525,823	430,410	351,245	-18.4
Mobilehome Management	183,273	169,128	198,570	185,000	-6.8
HOME	231,221	135,862	150,070	93,105	-38.0
TOTAL, SPECIAL REVENUE FUNDS	3,336,034	3,109,388	3,788,960	3,635,410	-4.1
SUCCESSOR AGENCY-REDEV.	978,400	1,400,850	978,400	746,150	-23.7
DEBT SERVICE FUNDS	79,779,652	2,562,578	4,430,600	5,103,900	15.2
Water/Canal/Lakes	47,672,791	47,575,130	53,808,460	54,369,745	1.0
Wastewater/Recycled Water/Environ. Prog.	22,903,975	24,987,979	26,215,980	27,005,445	3.0
TOTAL, ENTERPRISE FUNDS	70,576,766	72,563,109	80,024,440	81,375,190	1.7
TOTAL, OPERATING FUNDS	243,480,525	171,781,184	184,612,755	189,543,945	2.7
TOTAL, CAPITAL FUNDS	44,959,660	44,959,660	44,959,660	78,349,360	74.3
GRAND TOTAL, ALL FUNDS	\$288,440,185	\$216,740,844	\$229,572,415	\$267,893,305	16.7%
INTERNAL SERVICE FUNDS (included in operating budgets)	\$30,518,394	\$31,086,815	\$33,843,550	\$34,799,415	2.8%

**CITY OF ESCONDIDO
 FY 2017-18 Operating Budget
 Budget Comparison - General Fund**

**General Fund Departments
 % of Total Budget**



CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Account Comparison-General Fund

Account Description	2014-15 ACTUAL	2015-16 ACTUAL	2016-17 REVISED	2017-18 BUDGET	16-17 REVISED/ 17-18 BUDGET % Change
Regular Full-time	\$43,916,969	\$44,829,156	\$47,803,475	\$48,150,475	0.7%
Regular Part-Time	270,705	271,540	303,125	337,950	11.5
Temporary Part-Time	2,057,627	1,706,358	1,721,585	1,702,745	-1.1
Overtime	6,021,928	6,428,272	4,362,890	4,871,520	11.7
Employee Overhead	23,424,793	24,232,146	26,937,810	28,017,930	4.0
Flexible Benefits	667,106	694,395	733,730	730,355	-0.5
TOTAL, EMPLOYEE SERVICES	76,359,128	78,161,866	81,862,615	83,810,975	2.4
Office/Operating Supplies	1,952,534	2,203,874	1,943,185	2,023,720	4.1
Safety Equipment	412,251	504,941	416,685	457,575	9.8
Prevention Supplies	13,433	8,714	11,500	11,500	0.0
Miscellaneous Motive	0	0	0	300	N/A
Maintenance of Equipment	233,135	241,424	347,865	400,235	15.1
Professional Services/Contracts	4,995,445	5,145,307	5,408,065	6,000,915	11.0
Other Building Repairs/Maintenance	76	195	0	0	0.0
Permits	4,140	3,373	2,500	2,500	0.0
Prevention Services	4,305	1,165	2,945	2,945	0.0
Other Mail	148,451	161,774	165,650	162,750	-1.8
Training and Meetings	202,411	206,365	178,660	237,265	32.8
Mileage Reimbursement	3,721	4,564	7,700	8,000	3.9
Dues and Subscriptions	126,115	141,408	141,535	147,375	4.1
Auto Allowance	121,757	118,973	119,100	114,900	-3.5
Other Duplicating	1,275	1,021	4,500	4,500	0.0
Advertising and Printing	107,548	89,771	142,415	156,810	10.1
Other Insurance	1,495	0	0	0	0.0
Utilities	2,748,243	2,755,626	3,162,060	3,080,195	-2.6
Water	44,216	34,251	99,575	99,575	0.0
Other Telephone	238,487	381,194	236,540	274,760	16.2
Rent	154,979	127,747	188,810	192,630	2.0
Interest Expense	3,792	2,688	0	0	0.0
Tuition	97,508	96,271	80,770	115,500	43.0
Other Expense	542,923	502,738	702,415	637,030	-9.3
Software	396,802	374,442	439,450	448,315	2.0
Minor Office Equipment	47,226	166,550	123,415	150,360	21.8
Major Maintenance	31,273	0	0	0	0.0
Loan Principal Expense	28,359	28,359	28,360	549,225	1836.6
Interest	2,422	2,749	3,480	117,180	3267.2
Bond Expense	256	0	0	0	0.0
TOTAL, MAINTENANCE & OPERATIONS	12,664,579	13,305,483	13,957,180	15,396,060	10.3
Building Maintenance	3,476,911	3,765,010	4,143,520	4,112,560	-0.7
Fleet Services	3,881,970	3,882,400	3,903,175	4,042,020	3.6
Duplicating	311,485	311,300	314,290	320,155	1.9
Telecommunications	416,590	498,825	508,955	529,405	4.0
Radio Communications	264,025	258,635	271,435	813,540	199.7
Mail Services	144,910	165,335	167,890	167,020	-0.5
Office Automation	1,249,940	1,283,285	1,301,665	1,324,265	1.7
Insurance	1,731,835	2,298,190	2,419,065	2,029,110	-16.1
TOTAL, INTERNAL SERVICE CHARGES	11,477,666	12,462,980	13,029,995	13,338,075	2.4
Construction	350	0	0	0	0.0
Office Furniture & Equipment	1,067	0	0	0	0.0
Other Capital Outlay	7,396	149,120	25,000	187,875	651.5
TOTAL, CAPITAL OUTLAY	8,813	149,120	25,000	187,875	651.5
SUBTOTAL, GENERAL FUND	100,510,186	104,079,449	108,874,790	112,732,985	3.5
Allocations In	349,285	359,750	445,460	314,370	-29.4
Allocations Out	(12,049,798)	(12,293,940)	(13,929,895)	(14,364,060)	3.1
TOTAL, GENERAL FUND	\$88,809,674	\$92,145,259	\$95,390,355	\$98,683,295	3.5%

CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Employee Overhead-General Fund

Account Description	2014-15	2015-16	2016-17	2017-18	16-17 REVISED/ 17-18 BUDGET
	ACTUAL	ACTUAL	REVISED	BUDGET	% Change
PERS-Normal Cost	\$11,421,708	\$14,995,710	\$16,454,645	\$7,276,725	-55.8%
PERS-Unfunded Liability	0	0	0	10,095,170	0.0
Medical	4,222,298	5,572,432	6,396,905	6,341,515	-0.9
Workers' Compensation	1,698,868	1,998,269	2,453,960	2,629,435	7.2
Other Employee Overhead	6,081,920	1,665,736	1,632,300	1,675,085	2.6
TOTAL, EMPLOYEE OVERHEAD	<u>\$23,424,793</u>	<u>\$24,232,146</u>	<u>\$26,937,810</u>	<u>\$28,017,930</u>	<u>4.0%</u>

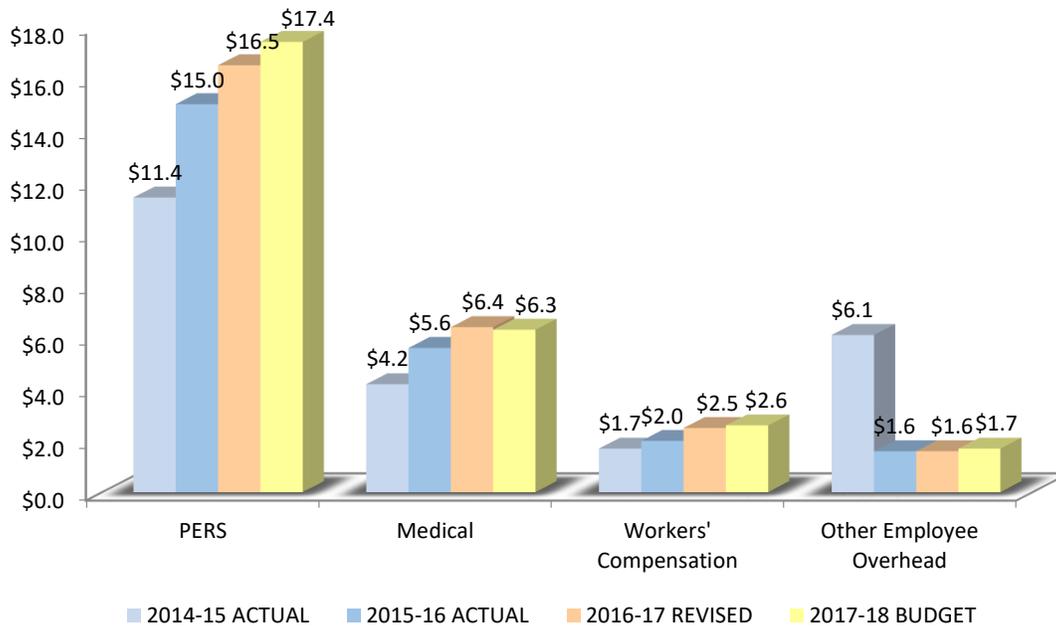
Employee overhead is comprised of PERS, Medical, Workers' Compensation and Other Employee Overhead costs. The Other Employee Overhead category includes the following overhead costs: Dental Insurance, Life Insurance, Unemployment Insurance, Medicare and Benefit Administration.

PERS rates will increase from 30.8% to 32.5% for the Miscellaneous Plan and from 37.8% to 39.2% for the Safety Plan. This is projected to result in an approximate \$1.2 million increase in pension cost to the General Fund during 2017-18.

There is an increase in workers' compensation charges to the General Fund projected of approximately \$230,000 for 2017-18. This is because the Workers' Compensation fund is proposing not to use available fund balance and will need to increase charges to departments in order for this budget to be balanced.

Overall, other employee overhead costs are projected to increase slightly by approximately \$77,000. As salaries increase, so will the cost of variable benefits such as unemployment and Medicare. In addition, the Benefits Administration and Dental funds have increased their charges to departments slightly.

Employee Overhead Comparison (In Millions)



CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Schedule of Interfund Transfers

		TRANSFERS IN/(TRANSFERS OUT)			
FUND #	FUND DESCRIPTION	2014-15 ACTUAL	2015-16 ACTUAL	2016-17 REVISED	2017-18 BUDGET
<u>GENERAL FUND</u>					
001	General Fund	\$2,200,000	\$2,100,545	\$2,081,000	\$2,081,000
001	General Fund	(2,475,135)	(1,142,450)	(1,735,174)	(658,720)
<u>SPECIAL REVENUE FUNDS</u>					
107	Vehicle Parking District	85,585	90,400	95,225	95,430
108	Gas Tax	(2,055,000)	(2,055,000)	(2,055,000)	(2,055,000)
109	Park Development	0	30,000	0	0
112	Recreation	223,100	87,100	223,100	0
112	Recreation	(64,500)	0	0	0
112	ASES	0	0	0	67,290
121	Cable Technology	(125)	0	0	0
281	Successor Agency - Housing	25,000	25,000	25,000	25,000
553	Reidy Creek Golf Course Fund	60,000	167,000	131,000	102,150
<u>CAPITAL PROJECT FUNDS</u>					
206	Streets Projects	0	0	75,299	0
220	Public Safety Facility Project	(50,561)	(25,327)	0	0
229	General Capital Projects	(83,119)	109,500	769,670	0
241-6	Public Facilities Fees	0	0	301,610	0
241-6	Public Facilities Fees	0	0	(961,280)	0
651	Building Maintenance Capital Project	350,000	0	0	0
<u>DEBT SERVICE FUNDS</u>					
320	General Obligation Debt Service	50,561	25,327	0	0
375	Golf Course Debt Service	173,490	0	0	0
376	Reidy Creek Debt Service	352,460	363,450	365,550	368,850
<u>ENTERPRISE FUNDS</u>					
555	Water	4,367,692	32,654	0	0
555	Water	(7,222,203)	(2,295,500)	(47,200)	(13,850,000)
556	Water Capital Projects	7,222,203	2,295,500	0	13,850,000
556	Water Capital Projects	(4,327,882)	(32,654)	0	0
557	Wastewater Capital Projects	5,837,900	9,125,761	2,000,000	52,994,555
557	Wastewater Capital Projects	(1,561,131)	(37,121)	0	0
558	Wastewater	1,600,940	37,121	0	0
558	Wastewater	(5,862,900)	(9,150,761)	(2,025,000)	(53,019,555)
<u>INTERNAL SERVICE FUNDS</u>					
650	Building Maintenance	220,000	300,000	0	0
652	Warehouse	(100,000)	0	0	0
654	Central Services	125	0	0	0
657	Office Automation	50,000	0	0	0
690	Workers' Comp Insurance	0	0	500,000	0
691	General Liability Insurance	1,000,000	0	200,000	0
692	Benefits Administration	0	0	10,000	0
790	RORF	(9,109,124)	(8,783,836)	(10,979,130)	(7,038,650)
791	Successor Agency - Redevelopment	9,109,124	8,783,836	10,979,130	7,038,650
<u>TRUST FUNDS</u>					
715	Ryan Trust Fund	(18,000)	(18,545)	0	0
716	Hegyri Trust Fund	(2,000)	(2,000)	(1,000)	(1,000)
718	Deposit Trust	0	(30,000)	0	0



CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Available Fund Balance Schedule

FUND	2016-17 PROJECTED AVAILABLE FUND BALANCE	2017-18 PROJECTED AVAILABLE FUND BALANCE	CHANGE IN AVAILABLE FUND BALANCE	% CHANGE
General Fund				
Reserve	\$17,392,320	\$17,392,320	\$0	0.0%
PERS Rate Smoothing Reserve	529,000	529,000	0	0.0
Special Revenue Funds				
Vehicle Parking District	3,670	3,670	0	0.0
Recreation	244,690	0	(244,690)	-100.0
Reidy Creek Golf Course	(77,760)	(77,760)	0	0.0
CDBG Administration	287,785	287,785	0	0.0
Landscape Maintenance District	1,044,925	815,750	(229,175)	-21.9
Successor Agency-Housing	4,408,360	4,408,360	0	0.0
Mobilehome Park Management	234,450	234,450	0	0.0
HOME Program	414,995	414,995	0	0.0
Debt Service Funds				
General Obligation Bond Debt Service	3,766,820	3,766,820	0	0.0
Reidy Creek Golf Course Debt Service	14,405	14,405	0	0.0
Enterprise Funds				
Water	77,268,085	74,098,685	(3,169,400)	-4.1
Wastewater	144,800,610	142,082,200	(2,718,410)	-1.9
Internal Service Funds				
Building Maintenance	10,490	4,045	(6,445)	-61.4
Warehouse	199,340	158,075	(41,265)	-20.7
Fleet Services	4,825,170	4,033,495	(791,675)	-16.4
Central Services (Duplicating, Telecommunications & Mail Services)	359,580	263,925	(95,655)	-26.6
Office Automation	238,825	208,500	(30,325)	-12.7
Workers' Compensation Insurance	6,808,225	6,808,225	0	0.0
General Liability Insurance	4,231,675	3,716,245	(515,430)	-12.2
Benefits Administration	248,515	118,435	(130,080)	-52.3
Property Insurance	674,730	672,095	(2,635)	-0.4
Dental Insurance	253,660	225,940	(27,720)	-10.9
Unemployment Insurance	246,390	176,390	(70,000)	-28.4

Explanation of Available Fund Balance and Reserves:

Available fund balance is the cumulative years' excess of all revenues over expenses that is available for appropriation in the next budget cycle. Available fund balance for each fund is analyzed regularly to determine if the balance is at the optimum level.

Reserves are fund balance that is set aside for a particular use.

The General Fund Reserve is General Fund fund balance that is set aside 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. This reserve can only be used with City Council approval.

The PERS rate smoothing reserve is General Fund fund balance that is set aside to provide economic relief during recessionary cycles and/or rate increases that are significantly above anticipated projected employee rate increases.

CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Available Fund Balance Schedule

Explanation of Changes in Available Fund Balance Greater Than 10%:

Recreation - Department 102 is no longer considered a Special Revenue department. It has been moved in to the General Fund in fiscal year 2017-18.

Landscape Maintenance District, Warehouse, Central Services, Dental Insurance & Unemployment Insurance - Accumulated fund balance from prior years is being appropriated to meet 2017-18 expenditure needs.

Building Maintenance - Projected available fund balance to be used primarily to fund the increase in charges from other internal service funds. This fund will need to increase charges to departments in order to fund deferred building maintenance related costs.

Fleet Services - The majority of the increase in fleet charges to the Fire and Police departments will be funded by accumulated fund balance from prior years.

Office Automation - Projected available fund balance will be used to fund increases in maintenance and operation costs, primarily for the Microsoft Enterprise licensing contract renewal and the desktop replacement costs incurred in order to complete the Windows 10 upgrade project.

General Liability - Accumulated fund balance from prior years is being appropriated to meet 2017-18 expenditure needs. Previous actuarial assumptions expected paid losses to be approximately \$1.1 million more than actual paid losses.

Benefits Administration - This department has been using accumulated fund balance from prior years to fund expenditure needs for the past several years. It will continue to do so in 2017-18. It is projected that charges to departments will need to increase beginning in fiscal year 2018-19.

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Authorized Positions**

	2014-15 ACTUAL	2015-16 ACTUAL	2016-17 REVISED	2017-18 BUDGET
General Government				
Full-time	35	36	36	37
Part-time FTE	1	1.3	1.3	1.3
Temporary Part-time FTE	5.7	3.9	4.1	2.5
Total FTE	41.7	41.2	41.4	40.8
Administrative Services				
Full-time	37	38	39	38
Part-time FTE	0	0	0	0.8
Temporary Part-time FTE	2.8	2.7	1	0.8
Total FTE	39.8	40.7	40	39.6
Information Systems				
Full-time	13	12	12	13
Volunteer Hours: GIS - 296 hours				
Community Services				
Full-time	34	34	35	35
Part-time FTE	3.8	3.8	3.8	4.5
Temporary Part-time FTE	40.9	37.8	40.6	38.9
Total FTE	78.7	75.6	79.4	78.4
Volunteer Hours: Library - 19,876 hours				
Community Development				
Full-time	31	32	34	34
Part-time FTE	0.5	0.5	0.5	0.5
Temporary Part-time FTE	6.7	5.9	5.8	6.1
Total FTE	38.2	38.4	40.3	40.6
Volunteer Hours: Planning - 756 hours				
Public Works				
Full-time	77	78	78	78
Temporary Part-time FTE	20.1	17.2	20.8	23
Total FTE	97.1	95.2	98.8	101
Recycling/Waste Reduction				
Full-time	3	3	2	2
Temporary Part-time FTE	0.8	1	1.3	1.3
Total FTE	3.8	4	3.3	3.3
Police				
Full-time	215	215	217	218
Part-time FTE	1.5	0.8	0.8	0
Temporary Part-time FTE	18.9	10.5	10.8	12.1
Total FTE	235.4	226.3	228.6	230.1
Volunteer Hours: 12,107 hours				
Fire/Emergency Management				
Full-time	124	119	121	121
Part-time FTE	0	0.8	0.8	0.8
Temporary Part-time FTE	5.5	6	1.8	0.5
Total FTE	129.5	125.8	123.6	122.3
Volunteer Hours: 794 hours				
Total Full-time Positions	569	567	574	576
Total Part-time FTE Positions	6.8	7.2	7.2	7.9
Total Temporary Part-time FTE	101.4	85.0	86.2	85.2
Total General Fund FTE Positions	677.2	659.2	667.4	669.1

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Authorized Positions**

	2014-15 ACTUAL	2015-16 ACTUAL	2016-17 REVISED	2017-18 BUDGET
ASES				
Grant Funded	2	2	2	3
Temporary Part-time FTE	24.2	24.2	26.8	28.8
Total FTE	26.2	26.2	28.8	31.8
CDBG/Housing/Mobilehome/Home				
Full-time	7	7	7	6
Contract/Grant Funded	0	1	1	0
Total FTE	7	8	8	6
Water Operations				
Full-time	75	76	78	78
Contract/Grant Funded	5	5	5	5
Temporary Part-time FTE	30.8	32.6	32.4	32.4
Total FTE	110.8	113.6	115.4	115.4
Volunteer Hours: 45 hours				
Wastewater Operations				
Full-time	85	87	86	85
Temporary Part-time FTE	1.8	2.8	3.2	3.8
Total FTE	86.8	89.8	89.2	88.8
Volunteer Hours: Wastewater - 2,141 & Environmental Programs - 241 hours				
Building Maintenance				
Full-time	14	14	15	15
Part-time FTE	0.8	0.8	0.8	0.8
Temporary Part-time FTE	15.7	17.1	21.8	21.9
Total FTE	30.5	31.9	37.6	37.7
Warehouse				
Full-time	2	2	2	2
Fleet Services				
Full-time	12	12	12	12
Temporary Part-time FTE	0.5	0.8	0.7	1.4
Total FTE	12.5	12.8	12.7	13.4
Other Internal Service Funds				
Full-time	16	17	17	18
Temporary Part-time FTE	0	0	0.4	0.4
Total FTE	16.0	17.0	17.4	18.4
Total Full-time Positions	780	782	791	792
Total Grant Funded Positions	7	8	8	8
Total Part-time FTE Positions	7.6	8	8	8.7
Total Temporary Part-time FTE	174.4	162.5	171.5	173.9
Total Citywide FTE Positions	969.0	960.5	978.5	982.6

Total 2016-17 Volunteer Hours thru May, 2017: 36,256

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Capital Expenditure Summary**

The City of Escondido budgets a majority of capital expenditures through the City's five-year Capital Improvement Program and Budget (CIP). The CIP is used to coordinate the identification of dependable funding resources with the implementation of projects that respond to current needs and priorities. These projects can require several years to strategically plan, design, fund and construct. The CIP allows for staff to budget and plan accordingly. Further information on the CIP can be found in the CIP budget document, which is located on the City's website at: <https://www.escondido.org/capital-improvement-program.aspx>.

2017-18 Capital Improvement Plan	
Community Services	\$472,980
General City	117,487
Library	250,000
Parks & Recreation	1,462,500
Public Art	120,000
Public Safety	15,000
Public Works	488,740
Streets	8,164,098
Wastewater	53,408,555
Water	13,850,000
Total CIP	\$78,349,360

The fiscal year 2017-18 capital projects are sorted into several categories noted on the right. The six most significant capital projects within these categories are described below. Detail is provided for these projects as to whether the costs are reoccurring or nonrecurring, the funding source, total current year projected cost and the total estimated cost of the project.

Wastewater

The Wastewater Department anticipates almost \$53 million in capital projects this year. Of that amount, \$41.7 million relates to the new Recycled Water Easterly Main and Distribution projects that will construct the infrastructure to provide recycled water to agricultural users. These projects consist of construction of a Membrane Filtration Reverse Osmosis facility and pump station to improve recycled water quality for agriculture uses and extending the pipeline from Grape Day Park to the agricultural areas of Cloverdale and Mountain View. The City has applied for State Revolving Funds for these projects. The anticipated total cost for these projects is \$60.5 million. Of that amount, \$17.3 million has been secured in bond and wastewater customer fees towards the project, \$41.7 million is needed in fiscal year 2017-18 and an additional \$1.6 million is requested in future years.



Membrane Filtration Reverse Osmosis Facility and Pump Station



Brine Line Project

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Capital Expenditure Summary**

The Brine Line from Broadway to the Hale Avenue Resource Recovery Facility is another new large capital project that will require \$5 million in financing. The City has applied for State Revolving Funds for this project. This project has \$250,000 already secured from wastewater customer fees, so it is anticipated to have a total cost of \$5.25 million.

Both of these projects are new non-reoccurring capital costs that will improve the City's wastewater infrastructure.

Water

The Water Department anticipates \$13.8 million in capital projects this year. The Lindley Reservoir Replacement project will replace the existing 2 MG steel reservoir that was originally constructed in 1950 with two 1.5 MG prestressed concrete reservoirs. This project has secured about \$2.2 million in bond and water customer fees towards the project. There is \$8 million needed in fiscal year 2017-18 that will come from loan funding and an additional \$200,000 anticipated to be needed in the future to complete the project, for a total cost of \$10.4 million. Since this project is a replacement it is a reoccurring cost. However, future costs are not anticipated towards replacement for another 50+ years.



Current Lindley Reservoir to be replaced



Current portion of Canal to be undergrounded

The San Pasqual Undergrounding project is a new project that will underground a portion of the Escondido Canal through the San Pasqual Reservation as per the Settlement Agreement with the Indians. This project has secured \$400,000 in water customer fees toward the project. The fiscal year 2017-18 CIP budget will approve \$3 million towards the project with an additional \$12 million needed to complete the project. The total cost of this project will be \$15.4 million and will be shared with Vista Irrigation District reimbursing half the costs. This is a non-reoccurring cost to the City.

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Capital Expenditure Summary**

Streets

The Engineering Department anticipates spending \$9.2 million towards street related projects. Of that amount, \$2.1 million is gas tax funding transferred to fund reoccurring street maintenance department operating costs and \$4.8 million will be used to fund the reoccurring street pavement maintenance and rehabilitation projects. Recognizing the importance of well-maintained streets, in FY13/14 the City significantly increased its annual investment in road maintenance to \$4.7 million. This year's program is funded by gas tax funds, TransNet funds and the new Road Maintenance and Rehab Account (SB1 funding) that was approved by the State this year. With the new funding, this annual program is projected to increase to \$5.5 million in the next two years and to \$5.7 million by fiscal year 2020-21.



Street pavement maintenance & rehabilitation

This year's budget also designates \$1.16 million in funding for the Citracado Parkway project. This project extends Citracado Pkwy from Harmony Grove Village Pkwy to Andreasen Dr. and is the City's highest priority roadway project. It has secured funding of \$20.8 million from Palomar Health, TransNet, and Traffic Impact fees. An additional \$12.1 million is anticipated to be programmed towards this project in the next 4 years for a total cost of \$34 million. This is a non-reoccurring cost to the City.

Since the onset of the recession, there have been CIP budget requests that do not have a designated funding source. The City currently has approximately \$2.5 million in capital projects that need funding for fiscal year 2017-18.

Capital projects may have an impact on the operating budget. Departments responsible for each project are responsible for determining the potential future impact to ongoing operations and for including these costs in the operating budget document.

Capital Outlay-Operating Budget 2017-18	
Motive Equipment	\$2,835,200
Other Capital Outlay	1,182,375
Total Capital Outlay	\$4,017,575

In addition to the capital items in the CIP budget there are also items included under capital outlay in the operating budget. These items are typically vehicles, machinery and equipment or an item that is capital in nature that can be purchased and completed within the annual operating budget cycle.

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Capital Expenditure Summary**

Capital outlay is defined and based on the following criteria:

1. Life expectancy is longer than two years
2. Must have a minimum value as follows:

Building and building improvements	\$10,000
Vehicles, machinery & equipment	5,000
Works of art and historical treasures	5,000
Infrastructure	10,000

Capital outlay is recorded at historical cost, except for gifts which are recorded at fair market value at the time of contribution.

CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Long-term Debt Summary

DESCRIPTION	FUNDING SOURCE	ORIGINAL BOND ISSUE	OUTSTANDING PRINCIPAL AT JUNE 30, 2017	2017-18 PRINCIPAL & INTEREST PAYMENT	RETIREMENT YEAR
BONDS:					
2015 General Obligation Refunding Bonds Public Safety Facilities (Series A Refunded)	Property Tax	\$ 61,250,000	\$ 60,460,000	\$ 4,766,500	2036
Escondido Joint Powers Financing Authority 2013A Lease Revenue Refunding Bonds Reidy Creek Golf Course (Series 2001 Refunded)	General Fund	4,830,000	3,980,000	362,819	2030
Escondido Joint Powers Financing Authority 2007A Lease Revenue Refunding Bonds CA Center for the Arts (Series 1995 Refunded)	Successor Agency	40,250,000	9,805,000	5,150,750	2018
Escondido Joint Powers Financing Authority 2007B Lease Revenue Refunding Bonds CA Center for the Arts (Series 1995 Refunded)	Successor Agency	16,525,000	3,995,000	2,117,006	2018
Escondido Joint Powers Financing Authority 2007 Water Revenue COP Bonds (2000A Revenue COP Partially Refunded)	Water Fund	30,440,000	25,875,000	1,810,050	2037
Escondido Joint Powers Financing Authority 2012 Water Lease Revenue Refunding Bonds (2000A & 2002A Revenue COPs Refunded)	Water Fund	31,660,000	29,260,000	1,890,156	2041
Escondido Joint Powers Financing Authority 2012 Wastewater Lease Revenue Refunding Bonds (2000A Revenue COP Refunded)	Wastewater Fund	27,390,000	26,670,000	1,440,281	2041
2015A Wastewater Revenue Refunding Bonds (2004A Revenue COP Refunded)	Wastewater Fund	14,645,000	12,615,000	1,600,875	2026
2015B Wastewater Revenue Refunding Bonds Taxable (2004B Revenue COP Refunded)	Wastewater Fund	5,060,000	4,195,000	529,575	2025
Community Facilities District No. 2000-01 2013 Special Tax Refunding Bonds Hidden Trails (Series 2000 Refunded)	Special Assessment	2,355,000	2,060,000	193,994	2031
Community Facilities District No. 2006-01 2015 Special Tax Refunding Bonds Eureka Ranch (Series 2006 Refunded)	Special Assessment	13,745,000	13,450,000	1,032,550	2036
Assessment District No. 86-1-R 1998 Limited Obligation Improvement Refunding Bonds - Auto Park Way	Assessment District	4,435,000	615,000	326,156	2018

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Long-term Debt Summary**

DESCRIPTION	FUNDING SOURCE	ORIGINAL BOND ISSUE	OUTSTANDING PRINCIPAL AT JUNE 30, 2017	2017-18 PRINCIPAL & INTEREST PAYMENT	RETIREMENT YEAR
BONDS (Continued):					
Reassessment District No. 98-1 1998 Limited Obligation Improvement Refunding Bonds - Rancho San Pasqual	Assessment District	5,105,000	2,525,000	333,368	2026
TOTAL BONDS		<u>257,690,000</u>	<u>195,505,000</u>	<u>21,554,080</u>	
LOANS:					
State Revolving Fund - Wastewater Treatment Plant Project:					
Phase I	Wastewater	8,149,807	1,629,967	488,990	2021
Phase II	Fund	16,461,971	4,938,591	987,722	2023
Phase III		12,352,118	3,705,635	741,130	2023
Aeration Blower Replacement		1,572,306	711,560	98,817	2024
State Revolving Fund - Safe Drinking Water Project:					
Gravity Float Line	Water	2,048,125	835,555	130,919	2023
Alexander Area Phase II Water Line	Fund	2,813,235	2,173,306	179,633	2031
TOTAL LOANS		<u>43,397,562</u>	<u>13,994,614</u>	<u>2,627,211</u>	
TOTAL DEBT OBLIGATIONS		<u>\$ 301,087,562</u>	<u>\$ 209,499,614</u>	<u>\$ 24,181,291</u>	

NOTE:

Assessment debt - These bonds are secured by and payable from the proceeds of annual special assessment taxes levied and collected on the property within the Districts. The bonds are not general or special obligations of the City of Escondido. The City is not obligated in any manner for the payment of debt service in the event of default by the property owners but is only acting as an agent for the property owners in collecting the assessments, forwarding the collections to bondholders, and initiating foreclosure proceedings, if appropriate. Neither the faith and credit nor taxing power of the City is pledged to the payment of these bonds. Accordingly, no liability for these bond issuances has been recorded and all debt service transactions have been recorded as an agency fund.

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Legal Debt Margin Summary**

	2013	2014	2015	2016	2017
Assessed valuation	\$ 9,674,335,352	\$ 9,841,518,516	\$ 10,389,492,632	\$ 10,901,050,697	\$ 11,397,164,781
Conversion percentage	<u>25%</u>	<u>25%</u>	<u>25%</u>	<u>25%</u>	<u>25%</u>
Adjusted assessed valuation	2,418,583,838	2,460,379,629	2,597,373,158	2,725,262,674	2,849,291,195
Debt limit percentage	<u>15%</u>	<u>15%</u>	<u>15%</u>	<u>15%</u>	<u>15%</u>
Debt limit	362,787,576	369,056,944	389,605,974	408,789,401	427,393,679
Total Debt Applicable to Debt Limit:					
General Obligation Bonds	75,665,000	73,965,000	61,520,000	61,520,000	60,460,000
Legal Debt Margin	<u>\$ 287,122,576</u>	<u>\$ 295,091,944</u>	<u>\$ 328,085,974</u>	<u>\$ 347,269,401</u>	<u>\$ 366,933,679</u>
Total Debt Applicable to the Limit as a Percentage of Debt Limit	21%	20%	16%	15%	14%

NOTE:

The Government Code of the State of California provides for a legal debt limit of 15% of gross assessed valuation. However, this provision was enacted when assessed valuation was based upon 25% of market value. Effective with the 1981-82 fiscal year, each parcel is now assessed at 100% of market value (as of the most recent change in ownership for that parcel). The computations shown above reflect a conversion of assessed valuation data for each fiscal year from the current full valuation perspective to the 25% level that was in effect at the time that the legal debt margin was enacted by the State of California for local governments located within that state.

CITY OF ESCONDIDO
FY 2017-18 Operating Budget
General Fund Multi-Year Financial Plan

	ADOPTED 2016-17	PROPOSED 2017-18	PROJECTED 2018-19	PROJECTED 2019-20	PROJECTED 2020-21
Sources of Funds:					
Estimated Revenue	\$ 91,416,000	\$ 97,295,015	\$ 99,240,915	\$ 101,225,735	\$ 103,250,250
Successor Agency-Redev. Loan Repayment	-	-	3,200,000	1,612,000	5,400,000
Transfer from Gas Tax	2,055,000	2,055,000	2,055,000	2,055,000	2,055,000
Transfer from Hegyi Trust	1,000	1,000	0	0	0
Transfer from Wastewater	25,000	25,000	25,000	25,000	25,000
Deposit - PEG Fees	11,000	11,000	11,000	11,000	11,000
TOTAL, Sources	93,508,000	99,387,015	104,531,915	104,928,735	110,741,250
Uses of Funds:					
General Fund Operating Budget-PERS	16,189,370	17,371,895	19,200,000	21,700,000	24,300,000
General Fund Operating Budget-All Other	76,454,755	81,311,400	86,428,295	90,028,295	94,348,295
Total General Fund Operating Budget	92,644,125	98,683,295	105,628,295	111,728,295	118,648,295
Transfer to Recreation	223,100	0	0	0	0
Transfer to ASES	0	67,290	67,000	67,000	67,000
Transfer to Reidy Creek Golf Course-Debt Service	365,550	368,850	366,795	369,595	367,170
Transfer to Reidy Creek Golf Course-Operations	0	102,150	100,000	100,000	100,000
Transfer to Vehicle Parking District	95,225	95,430	95,430	95,430	95,430
Transfer to Successor Agency-Housing	25,000	25,000	25,000	25,000	25,000
Advance Paybacks to Public Facilities Fund	155,000	45,000	45,000	45,000	0
TOTAL, Uses	93,508,000	99,387,015	106,327,520	112,430,320	119,302,895
TOTAL, Sources Over/(Under) Uses	\$ -	\$ -	\$ (1,795,605)	\$ (7,501,585)	\$ (8,561,645)

PURPOSE

It is the City's goal to maintain ongoing financial structural stability. This multi-year financial plan is one tool used to help reach this goal. It facilitates a process of projecting future revenues and expenditures using various assumptions and highlights the long-term effects of financial decisions.

ASSUMPTIONS

The multi-year financial plan above is based primarily on the following key assumptions for fiscal years 2018-19 thru 2020-21:

- 1) 3% increase in projected salaries primarily for step increases
- 2) CalPERS employer contribution increases based on preliminary rate increases provided by CalPERS: Approximately \$2 million in 2018-19, \$3 million in 2019-20 and \$3million in 2020-21
- 3) 5% increase in the cost of medical insurance
- 4) \$600,000 a year increase in workers' compensation charges in order to build the reserve to actuary recommended levels
- 5) 3% increase in all other overhead
- 6) 3% increase in maintenance and operation costs to cover items such as increases in the cost of various contracts and utilities
- 7) The past several years the Fleet department has used available fund balance to balance their budget. It is recommended that charges to departments be increased the next several years. Projected increases are \$1.3 million in 2018-19, \$220,000 in 2019-20 and \$120,000 in 2020-21.
- 8) The benefits administration department has also been using available fund balance the past several years. A \$15,000 increase in charges is recommended for 2018-19.
- 9) 2% increase in estimated revenue
- 10) Loan repayment from the Successor Agency-Redevelopment projected to be \$16 million over five years. The first loan repayment is due during fiscal year 2018-19.

CONCLUSION

Another goal of the City is to maintain a balanced budget without the use of reserves. In order to completely fund the assumed increases in expenditures, revenue would need to increase by 4% in 2018-19, 8% in 2019-20 and 3% in 2020-21 to have a balanced budget. Revenue and expenditure projections will be continuously monitored and adjustments will be made both quarterly and during the annual budget process in order to maintain a balanced budget.



Departmental Budget Detail

General Fund

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

GENERAL FUND

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

Sources of Funds:

Estimated Revenue	\$	97,295,015
Transfer from Gas Tax		2,055,000
Transfer from Hegyi Trust		1,000
Transfer from Wastewater		25,000
Deposit - PEG Fees		11,000
TOTAL, Sources	\$	99,387,015

Uses of Funds:

General Fund Operating Budget	\$	98,683,295
Transfer to ASES		67,290
Transfer to Reidy Creek Golf Course-Debt Service		368,850
Transfer to Reidy Creek Golf Course-Operations		102,150
Transfer to Vehicle Parking District		95,430
Transfer to Successor Agency-Housing		25,000
Advance Paybacks to Public Facilities Fund-Principal		45,000
TOTAL, Uses	\$	99,387,015

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

CITY COUNCIL



DESCRIPTION

The City Council is the legislative body of the City and is responsible for establishing City policies and representing the Citizens of Escondido. The City Council sets policy for the City through legislative, budget and executive functions. They work closely with the City Manager to insure policy is effectively implemented. They represent the City for all ceremonial and political services and all regional public agencies that require a public official. They support Citizen input and participation and actively review City operations while representing the best interest of all citizens. The City Council is

made up of the Mayor elected at large and four City Council members who are elected by district. City Council members are elected to a staggered four-year term.

DEPARTMENT PRIORITIES

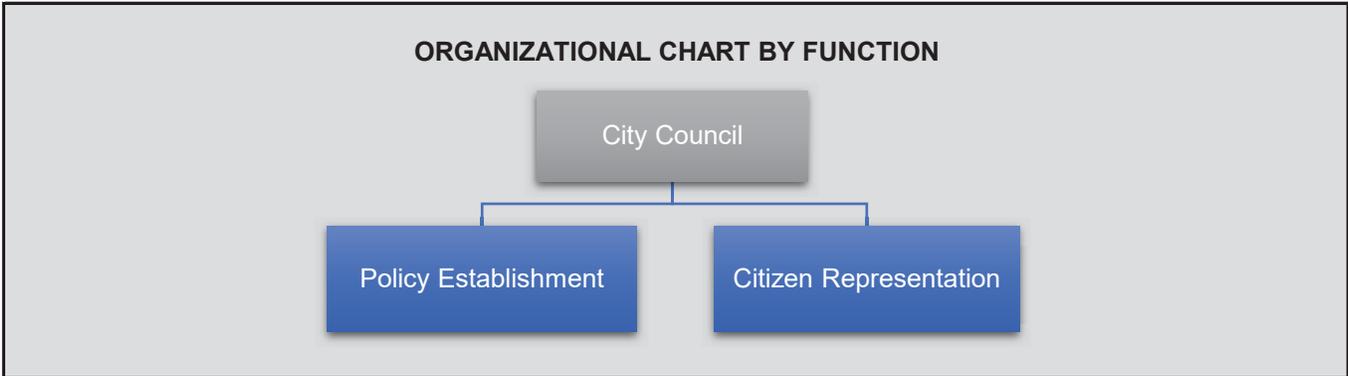
- Support the City Council in their roles as elected officials
- Support the City Council in their operations of City Council meetings
- Operate the City Council office in the most efficient way possible

MAJOR BUDGET IMPACTS

- Increase in salaries and PERS costs
- Increase in operating supplies and League of California Cities dues
- Increase in General Liability charges is the result of future risk evaluation and prior claims experience

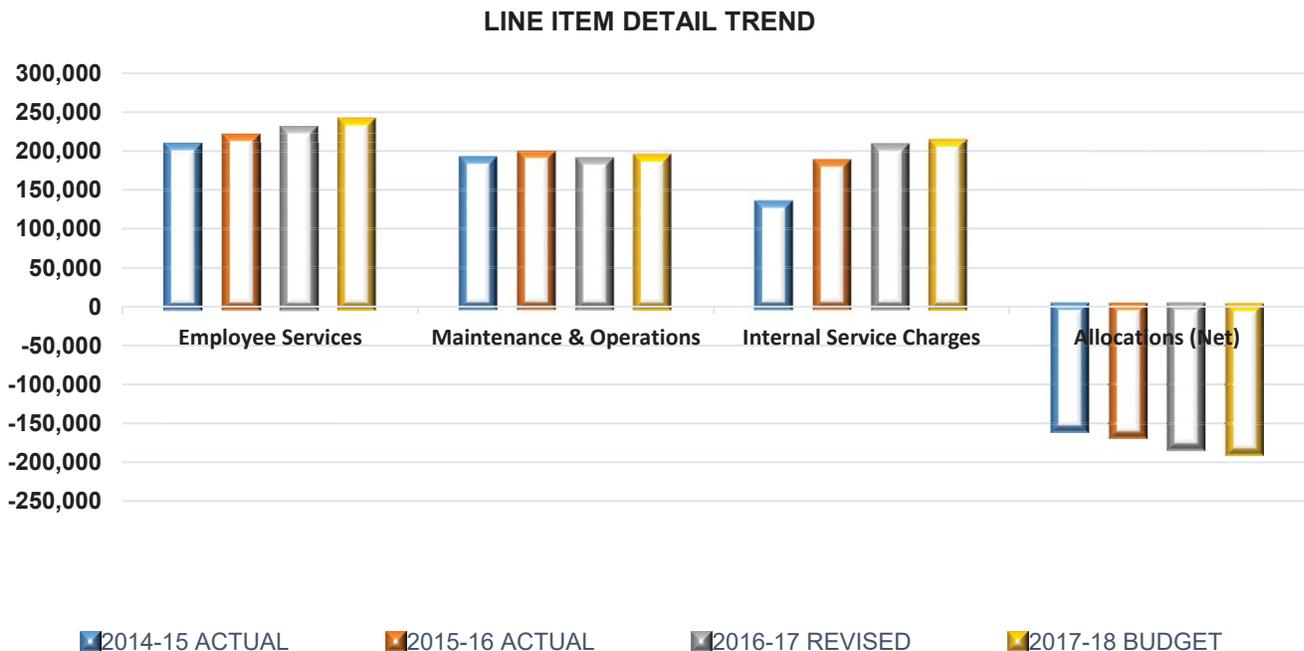
**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

CITY COUNCIL



BUDGET SUMMARY

	2014-15 Actual	2015-16 Actual	2016-17 Revised	2017-18 Budget
STAFFING:				
Regular Full-Time	5.0	5.0	5.0	5.0
BUDGET:				
Employee Services	205,055	216,889	226,025	237,865
Maintenance & Operations	187,534	194,276	185,455	190,075
Internal Service Charges	130,810	183,320	203,295	209,850
Allocations (Net)	<u>(157,253)</u>	<u>(165,136)</u>	<u>(181,085)</u>	<u>(186,870)</u>
Total Budget	366,147	429,348	433,690	450,920



CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Line Item Detail

		<u>2014-15</u> <u>ACTUAL</u>	<u>2015-16</u> <u>ACTUAL</u>	<u>2016-17</u> <u>REVISED</u>	<u>2017-18</u> <u>BUDGET</u>
001-001	CITY COUNCIL				
5001	REGULAR FULL-TIME	136,396	143,077	148,380	155,440
5025	OTHER EMPLOYEE OVERHEAD	21,505	10,664	9,760	10,000
5026	PERS-NORMAL COST	29,725	41,169	45,700	15,840
5029	PERS-UNFUNDED LIABILITY	0	0	0	34,355
5027	MEDICAL	16,539	20,834	21,295	21,360
5028	WORKERS' COMPENSATION	889	1,145	890	870
	TOTAL, EMPLOYEE SERVICES	205,055	216,889	226,025	237,865
5101	OFFICE/OPERATING SUPPLIES	10,124	9,907	6,000	8,000
5131	PROFESSIONAL SERVICES/CONTRACTS	65,041	68,836	64,500	64,500
5160	TRAINING AND MEETINGS	3,318	6,558	3,000	3,000
5162	DUES AND SUBSCRIPTIONS	61,166	62,227	63,955	66,575
5163	AUTO ALLOWANCE	45,263	45,563	45,000	45,000
5173	OTHER TELEPHONE	2,623	1,187	3,000	3,000
	TOTAL, M & O	187,534	194,276	185,455	190,075
5125	BUILDING MAINTENANCE	38,180	44,915	50,130	51,245
5165	DUPLICATING	7,460	10,470	8,925	10,415
5172	TELECOMMUNICATIONS	2,405	2,820	3,250	3,240
5175	MAIL SERVICES	385	555	115	390
5178	OFFICE AUTOMATION	6,685	6,710	6,660	6,955
5183	INSURANCE	75,695	117,850	134,215	137,605
	TOTAL, INTERNAL SERVICE CHARGES	130,810	183,320	203,295	209,850
	SUBTOTAL, CITY COUNCIL	523,400	594,484	614,775	637,790
5902	ALLOCATED OUT	(157,253)	(165,136)	(181,085)	(186,870)
	TOTAL, CITY COUNCIL	366,147	429,348	433,690	450,920



**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

CITY MANAGER*



DESCRIPTION

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 goals and objectives. The City Manager implements the City Council directives while ensuring and monitoring a fiscally sound operating budget for the City.

The Assistant City Manager, Economic Development, Communications and Audio/Visual Services are located in the City Manager's office. Economic Development oversees facilitation of retail, commercial and industrial properties, and retention of businesses. A strong emphasis is placed on retention, business attraction and working with small businesses for optimum success. Communications is part of the Economic Development team. Communications assists Economic Development in improved business development, developing marketing and advertising campaigns and coordinating special events. In addition, Communications is the contact point for press releases, social media, public information and a variety of communication services. Audio/Visual Services is also within Economic Development and are responsible for production and delivery of high quality broadcasts of the weekly City Council meetings, developing additional programming for the City's local government access channel (Ch. 19), and developing and maintaining electronic bulletin boards for the government access channel.

DEPARTMENT PRIORITIES

- City Manager: Support the policy making needs of the City Council; implement Council decisions and directives
- City Manager: Continue with the ongoing commitment to make Escondido safe, clean, and efficiently run
- City Manager: Support and run the day to day operations of the City Manager's Office

*Includes the Video Services Department

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

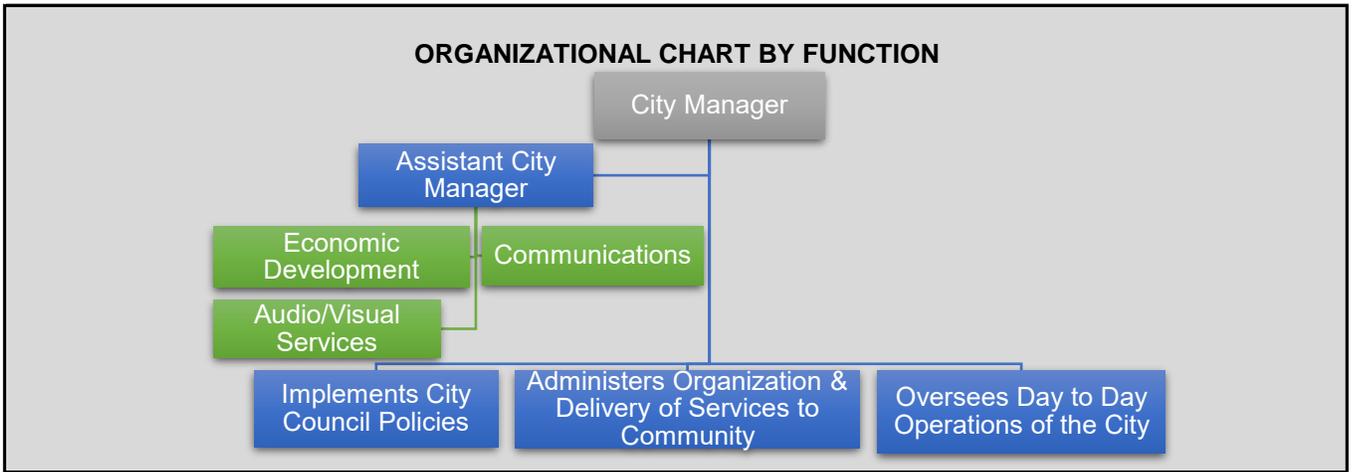
- Video Services: Ensure the production and delivery of high quality broadcasts of the weekly City Council meetings
- Video Services: Develop and maintain electronic bulletin board for the City's local government access channel
- Video Services: Develop additional programming for the City's local government access channel as resources allow

MAJOR BUDGET IMPACTS

- City Manager: Reorganization of positions including adding one Deputy City Manager position and moving the Real Property Manager position to the Engineering department
- City Manager: Increase in professional services for Comprehensive Economic Development Strategy (CEDS) update 2018
- City Manager: Decrease in internal service charges primarily due to decrease in building maintenance and property insurance charges
- City Manager: Increase in allocations in from building maintenance for overtime costs related to renting out the Daley Ranch house
- Video Services: Reclassed one temporary part-time position to regular full-time

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

CITY MANAGER*



BUDGET SUMMARY

	2014-15 Actual	2015-16 Actual	2016-17 Revised	2017-18 Budget
STAFFING:				
Regular Full-Time	10.0	10.0	10.0	11.0
Temporary Part-Time (FTE)	3.8	2.9	3.0	1.1
Department Total	<u>13.8</u>	<u>12.9</u>	<u>13.0</u>	<u>12.1</u>
BUDGET:				
Employee Services	1,635,665	1,674,424	1,563,285	1,638,630
Maintenance & Operations	204,416	191,228	185,060	161,025
Internal Service Charges	113,265	148,545	221,095	133,785
Allocations (Net)	<u>(547,772)</u>	<u>(590,891)</u>	<u>(646,820)</u>	<u>(624,800)</u>
Total Budget	<u>1,405,574</u>	<u>1,423,306</u>	<u>1,322,620</u>	<u>1,308,640</u>



*Includes the Video Services Department

CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Line Item Detail

		<u>2014-15</u> <u>ACTUAL</u>	<u>2015-16</u> <u>ACTUAL</u>	<u>2016-17</u> <u>REVISED</u>	<u>2017-18</u> <u>BUDGET</u>
001-002 CITY MANAGER					
5001	REGULAR FULL-TIME	1,139,506	1,143,345	992,015	1,061,995
5004	TEMPORARY PART-TIME	40,295	23,517	22,720	3,520
5020	OVERTIME	80	33	0	0
5025	OTHER EMPLOYEE OVERHEAD	126,378	53,592	49,170	50,295
5026	PERS-NORMAL COST	185,964	278,729	305,550	108,215
5029	PERS-UNFUNDED LIABILITY	0	0	0	184,555
5027	MEDICAL	50,004	68,875	81,190	79,655
5028	WORKERS' COMPENSATION	10,437	19,629	20,900	5,945
5030	FLEXIBLE BENEFITS	46,076	50,393	52,580	55,380
TOTAL, EMPLOYEE SERVICES		1,598,741	1,638,114	1,524,125	1,549,560
5101	OFFICE/OPERATING SUPPLIES	21,472	18,013	19,260	19,260
5131	PROFESSIONAL SERVICES/CONTRACTS	64,905	55,629	29,300	55,700
5159	OTHER MAIL	0	21	0	0
5160	TRAINING AND MEETINGS	8,846	6,882	7,700	10,100
5161	MILEAGE REIMBURSEMENT	334	0	0	0
5162	DUES AND SUBSCRIPTIONS	11,409	11,573	8,690	10,485
5163	AUTO ALLOWANCE	16,914	18,069	19,500	19,800
5167	ADVERTISING AND PRINTING	26,283	22,995	27,340	29,590
5170	UTILITIES (52007)	0	0	12,000	0
5171	CITY WATER (52007)	0	0	3,000	0
5173	OTHER TELEPHONE	6,945	8,218	5,000	5,000
5180	RENT	35,280	35,280	35,280	0
5190	OTHER EXPENSES	9,871	11,730	11,900	5,000
TOTAL, M & O		202,259	188,410	178,970	154,935
5125	BUILDING MAINTENANCE	67,915	69,830	120,650	68,305
5165	DUPLICATING	6,430	4,390	19,615	10,825

**CITY OF ESCONDIDO
 FY 2017-18 Operating Budget
 Line Item Detail**

	<u>2014-15 ACTUAL</u>	<u>2015-16 ACTUAL</u>	<u>2016-17 REVISED</u>	<u>2017-18 BUDGET</u>
001-002 CITY MANAGER				
5172 TELECOMMUNICATIONS	2,215	2,625	2,900	3,885
5175 MAIL SERVICES	905	1,075	3,840	2,220
5178 OFFICE AUTOMATION	17,130	14,685	19,825	23,400
5183 INSURANCE	12,605	51,065	50,625	21,400
TOTAL, INTERNAL SERVICE CHARGES	107,200	143,670	217,455	130,035
SUBTOTAL, CITY MANAGER	1,908,199	1,970,194	1,920,550	1,834,530
5901 ALLOCATED IN	0	0	8,290	36,000
5902 ALLOCATED OUT	(531,152)	(575,225)	(639,670)	(633,230)
TOTAL, CITY MANAGER	1,377,048	1,394,969	1,289,170	1,237,300

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Line Item Detail**

	<u>2014-15 ACTUAL</u>	<u>2015-16 ACTUAL</u>	<u>2016-17 REVISED</u>	<u>2017-18 BUDGET</u>
001-034 VIDEO SERVICES				
5001 REGULAR FULL-TIME	0	0	0	45,000
5004 TEMPORARY PART-TIME	36,058	35,427	37,500	18,000
5025 OTHER EMPLOYEE OVERHEAD	627	601	590	2,210
5026 PERS-NORMAL COST	0	0	0	4,585
5027 MEDICAL	0	0	0	15,575
5028 WORKERS' COMPENSATION	239	282	1,070	700
5030 FLEXIBLE BENEFITS	0	0	0	3,000
TOTAL, EMPLOYEE SERVICES	36,924	36,310	39,160	89,070
5101 OFFICE/OPERATING SUPPLIES	588	357	1,750	1,750
5126 MAINTENANCE OF EQUIPMENT	1,489	1,760	3,600	3,600
5131 PROFESSIONAL SERVICES/CONTRACTS	0	150	600	600
5162 DUES AND SUBSCRIPTIONS	80	551	140	140
TOTAL, M & O	2,157	2,818	6,090	6,090
5172 TELECOMMUNICATIONS	720	845	975	970
5178 OFFICE AUTOMATION	5,345	4,030	2,665	2,780
TOTAL, INTERNAL SERVICE CHARGES	6,065	4,875	3,640	3,750
SUBTOTAL, VIDEO SERVICES	45,147	44,003	48,890	98,910
5902 ALLOCATED OUT	(16,620)	(15,666)	(15,440)	(27,570)
TOTAL, VIDEO SERVICES	28,526	28,337	33,450	71,340

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

CITY ATTORNEY



DESCRIPTION

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 transactional 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.

STAFFING

The City Attorney's Office has seven attorneys and five support staff. Although the City Attorney occasionally engages outside counsel, nearly all legal work is handled in-house.

CITY ATTORNEY PRACTICE AREAS

Litigation and Risk Management

The City Attorney's Office is responsible for defending the City in personal injury, property damage and civil rights cases. These include vehicle accidents, conditions of public property, use of force, and can involve minor amounts at stake to multi-million dollar lawsuits. The City Attorney's Office handles tort claims against the City, and coordinates with all City Departments to develop and improve policies and procedures that mitigate risk.

Code Enforcement

The City Attorney's Office enforces laws related to building standards, zoning requirements, neighborhood preservation, and other conditions or conduct affecting public health, safety or welfare. Violations are addressed by employing the various legal enforcement tools available to the City: administrative actions, civil actions and/or criminal prosecution. The City Attorney's Office provides further assistance by obtaining legal orders for abatement or demolition of substandard properties.

General Municipal Law

The City Attorney's Office assists with the enactment of local laws by preparing City Council resolutions and ordinances and also advises regarding conflicts of interest, open meeting and

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

public records requirements, elections, and inter/intra-governmental relations. The City Attorney's Office supports City staff in the interpretation and application of federal and state law and the City's Municipal Code.

Employment

With nearly 800 full-time City employees, several bargaining units, and hundreds of applicable laws, the personnel and labor issues facing the City are complex and diverse. In collaboration with the City's Human Resources Department, the City Attorney's Office is responsible for advising on labor negotiations, employee policy development, federal and state labor laws and disciplinary matters.

Land Use

The City Attorney's Office provides legal advice to the City Council, Planning Commission and staff on land use issues including the general plan, zoning, subdivisions, growth management, special use permits, environmental impacts, hazardous materials, low-income housing, preservation of historic properties, and impact fees and exactions.

Real Estate

The City Attorney advises the City Council, City Manager and City departments in connection with real estate issues, with typical matters including property acquisition and disposition, leasing, development agreements, and affordable housing transactions.

Contracts

The City enters into many contracts involving public works, licensing agreements, consulting services and purchase of equipment and/or materials. The City Attorney provides legal services at all stages of contract development, implementation and enforcement, including negotiation, drafting, administration and dispute resolution. The City Attorney develops and maintains standardized City contracts and actively participates in negotiations and structuring of complex transactions.

POINTS OF INTEREST

For year 2016, 81 new claims were filed against the City. Under California law, these administrative claims must be filed before a lawsuit can be filed.

At any given point in time, there are between 20 and 25 pending court cases and appeals which involve the City. In 2016, 11 new lawsuits were filed against the City on various claims, however, 11 lawsuits were also resolved.

The City of Escondido has had 2 appearances before the United States Supreme Court.

The first case was *Escondido Mutual Water Company v. the La Jolla Band of Mission Indians, et al.* The case was argued on March 26, 1984, and decided on May 15, 1984. The Court considered issues relating to Mutual's license under the Federal Power Act for the Rincon and Bear Valley Power plants. Mutual was later merged into the City of Escondido, which continues to operate the Bear Valley Power plant.

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

The second case was Yee v. City of Escondido, argued on January 22, 1992, and decided on April 1, 1992. The case involved a challenge to the City's voter-approved mobile home rent control initiative under the takings clause of the Fifth Amendment to the United States Constitution. In a unanimous opinion authored by Justice Sandra Day O'Connor, the Court upheld the City's ordinance

DEPARTMENT PRIORITIES

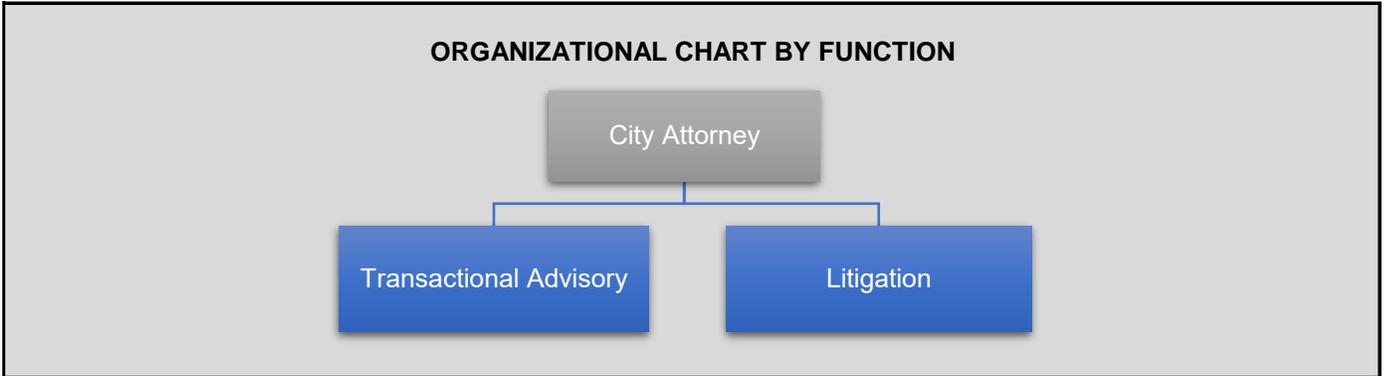
- Provide essential legal services to the City of Escondido
- Minimize use of outside counsel expenses while still providing preventive and Comprehensive services

MAJOR BUDGET IMPACTS

- Increase in the cost of PERS
- Decrease in internal service charges primarily due to decrease in building maintenance charges
- Increase in allocations out to Successor Agency-Redevelopment due to increase in prior year enforceable obligations

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

CITY ATTORNEY



BUDGET SUMMARY

	2014-15 Actual	2015-16 Actual	2016-17 Revised	2017-18 Budget
STAFFING:				
Regular Full-Time	11.0	12.0	12.0	12.0
Regular Part-Time (FTE)	0.5	0.0	0.0	0.0
Department Total	<u>11.5</u>	<u>12.0</u>	<u>12.0</u>	<u>12.0</u>
BUDGET:				
Employee Services	1,980,922	1,970,395	1,865,885	1,886,535
Maintenance & Operations	117,822	109,279	125,700	125,700
Internal Service Charges	92,585	119,770	128,305	117,700
Allocations (Net)	<u>(1,823,445)</u>	<u>(1,950,515)</u>	<u>(1,938,080)</u>	<u>(1,962,370)</u>
Total Budget	367,885	248,929	181,810	167,565



CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Line Item Detail

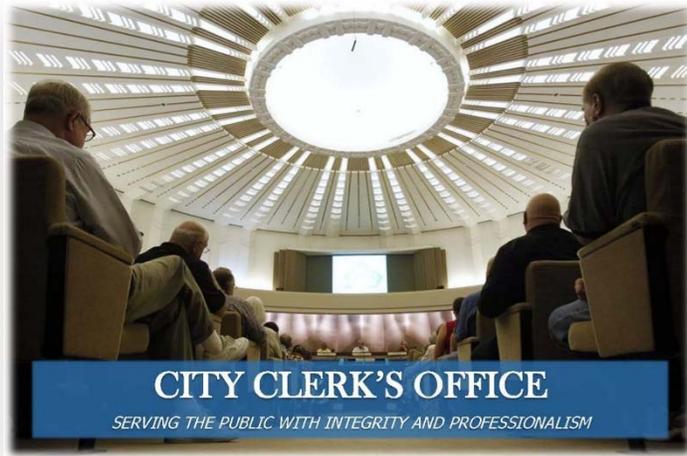
		<u>2014-15</u> <u>ACTUAL</u>	<u>2015-16</u> <u>ACTUAL</u>	<u>2016-17</u> <u>REVISED</u>	<u>2017-18</u> <u>BUDGET</u>
001-003 CITY ATTORNEY					
5001	REGULAR FULL-TIME	1,405,746	1,375,718	1,243,895	1,242,200
5003	REGULAR PART-TIME	17,419	0	0	0
5020	OVERTIME	93	0	0	0
5025	OTHER EMPLOYEE OVERHEAD	156,146	64,250	56,515	56,300
5026	PERS-NORMAL COST	261,877	350,154	383,130	126,580
5029	PERS-UNFUNDED LIABILITY	0	0	0	279,345
5027	MEDICAL	68,497	107,376	110,460	110,805
5028	WORKERS' COMPENSATION	7,875	9,758	7,505	6,995
5030	FLEXIBLE BENEFITS	63,269	63,139	64,380	64,310
TOTAL, EMPLOYEE SERVICES		1,980,922	1,970,395	1,865,885	1,886,535
5101	OFFICE/OPERATING SUPPLIES	58,831	60,135	50,000	50,000
5126	MAINTENANCE OF EQUIPMENT	343	409	1,500	1,500
5131	PROFESSIONAL SERVICES/CONTRACTS	22,845	12,700	40,000	40,000
5160	TRAINING AND MEETINGS	4,951	7,823	7,500	7,500
5161	MILEAGE REIMBURSEMENT	595	1,250	1,200	1,200
5162	DUES AND SUBSCRIPTIONS	5,654	8,000	6,300	6,300
5163	AUTO ALLOWANCE	19,146	14,580	14,400	14,400
5173	OTHER TELEPHONE	5,457	4,382	4,800	4,800
TOTAL, M & O		117,822	109,279	125,700	125,700
5125	BUILDING MAINTENANCE	51,755	70,410	77,835	69,640
5165	DUPLICATING	7,830	11,745	13,165	10,765
5172	TELECOMMUNICATIONS	3,605	4,230	4,875	4,855
5175	MAIL SERVICES	4,250	4,530	3,055	2,830
5178	OFFICE AUTOMATION	15,960	16,105	15,985	17,995
5183	INSURANCE	9,185	12,750	13,390	11,615
TOTAL, INTERNAL SERVICE CHARGES		92,585	119,770	128,305	117,700

**CITY OF ESCONDIDO
 FY 2017-18 Operating Budget
 Line Item Detail**

	<u>2014-15 ACTUAL</u>	<u>2015-16 ACTUAL</u>	<u>2016-17 REVISED</u>	<u>2017-18 BUDGET</u>
001-003 CITY ATTORNEY				
SUBTOTAL, CITY ATTORNEY	2,191,330	2,199,444	2,119,890	2,129,935
5902 ALLOCATED OUT	(1,823,445)	(1,950,515)	(1,938,080)	(1,962,370)
TOTAL, CITY ATTORNEY	367,885	248,929	181,810	167,565

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

CITY CLERK



DESCRIPTION

The City Clerk's Office is a service department and one to which other departments and the general public comes for legislative information regarding the operations of the City. Original City contracts and agreements, claims against the City, deeds, ordinances, resolutions and other documents are processed and filed with the City Clerk. The City Council agendas and minutes are prepared by this office and staff

support is provided to record and prepare minutes for City Boards and Commissions. In addition, the City Clerk oversees the citywide Records Management and Electronic Imaging Program, and is responsible for the codification of the Escondido Municipal and Zoning Codes. All municipal elections are conducted by this office.

The City Clerk is designated as the City's Filing Officer by the State Fair Political Practices Commission (FPPC) and processes Statements of Economic Interests, administers the City's Conflict of Interest Code for designated employees, and receives all campaign filing documents for local candidates, officers and committees.

DEPARTMENT PRIORITIES

- Maintain a high level of customer service for the public counter, telephone contacts and internal services
- Begin research and preparation of policies and structural design for implementation of an Electronic Records Policy
- Continue converting City Council minutes into digital format
- Begin converting Micro Media into digital format
- Complete restructuring and implementation of Questys CMx Database

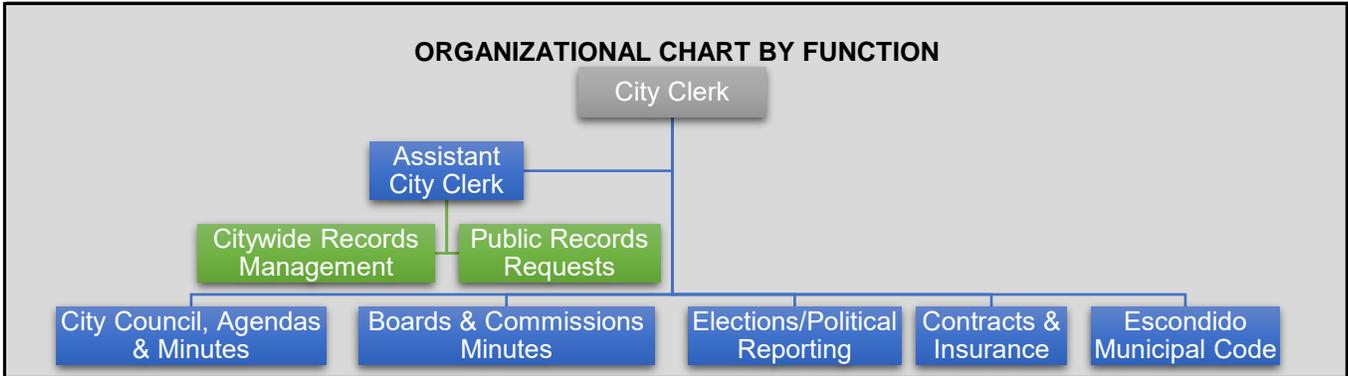
**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

MAJOR BUDGET IMPACTS

- Decrease in minor office equipment/server upgrades
- Increase in allocations out to Successor Agency-Redevelopment due to increase in prior year enforceable obligations

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

CITY CLERK



BUDGET SUMMARY

	2014-15 Actual	2015-16 Actual	2016-17 Revised	2017-18 Budget
STAFFING:				
Regular Full-Time	6.0	6.0	6.0	6.0
Regular Part-Time (FTE)	0.5	1.3	1.3	1.3
Temporary Part-Time (FTE)	1.9	1.0	1.1	1.4
Department Total	<u>8.4</u>	<u>8.3</u>	<u>8.4</u>	<u>8.7</u>
BUDGET:				
Employee Services	614,637	660,002	692,325	690,855
Maintenance & Operations	80,124	83,875	104,475	119,475
Capital	0	0	25,000	0
Internal Service Charges	147,135	119,410	109,475	111,465
Allocations (Net)	<u>(320,285)</u>	<u>(338,705)</u>	<u>(350,600)</u>	<u>(359,730)</u>
Total Budget	<u>521,611</u>	<u>524,582</u>	<u>580,675</u>	<u>562,065</u>



CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Line Item Detail

		<u>2014-15</u> <u>ACTUAL</u>	<u>2015-16</u> <u>ACTUAL</u>	<u>2016-17</u> <u>REVISED</u>	<u>2017-18</u> <u>BUDGET</u>
001-004	CITY CLERK				
5001	REGULAR FULL-TIME	369,320	382,152	384,735	382,040
5003	REGULAR PART-TIME	21,104	47,072	50,725	48,635
5004	TEMPORARY PART-TIME	38,004	19,268	22,800	27,340
5020	OVERTIME	530	0	1,000	1,000
5025	OTHER EMPLOYEE OVERHEAD	49,569	21,890	21,555	20,400
5026	PERS-NORMAL COST	80,618	121,419	137,490	43,885
5029	PERS-UNFUNDED LIABILITY	0	0	0	95,190
5027	MEDICAL	29,907	39,291	44,370	42,720
5028	WORKERS' COMPENSATION	2,627	3,487	3,290	3,120
5030	FLEXIBLE BENEFITS	22,958	25,424	26,360	26,525
	TOTAL, EMPLOYEE SERVICES	614,637	660,002	692,325	690,855
5101	OFFICE/OPERATING SUPPLIES	3,602	4,087	3,700	3,700
5126	MAINTENANCE OF EQUIPMENT	3,708	1,966	4,000	4,000
5131	PROFESSIONAL SERVICES/CONTRACTS	8,096	13,344	14,600	39,600
5160	TRAINING AND MEETINGS	4,485	5,154	4,300	4,300
5162	DUES AND SUBSCRIPTIONS	1,385	821	1,000	1,000
5163	AUTO ALLOWANCE	5,130	5,164	5,100	5,100
5167	ADVERTISING AND PRINTING	6,463	6,536	8,500	8,500
5170	UTILITIES	720	0	5,000	5,000
5173	OTHER TELEPHONE	861	1,060	1,200	1,200
5180	RENT	45,675	45,742	47,075	47,075
5194	MINOR OFFICE EQUIPMENT	0	0	10,000	0
	TOTAL, M & O	80,124	83,875	104,475	119,475
5209	OTHER CAPITAL OUTLAY	0	0	25,000	0
	TOTAL, CAPITAL	0	0	25,000	0

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Line Item Detail**

		<u>2014-15 ACTUAL</u>	<u>2015-16 ACTUAL</u>	<u>2016-17 REVISED</u>	<u>2017-18 BUDGET</u>
001-004	CITY CLERK				
5125	BUILDING MAINTENANCE	57,660	65,530	55,125	50,980
5164	FLEET SERVICES	935	935	255	4,505
5165	DUPLICATING	10,965	10,205	10,425	7,980
5172	TELECOMMUNICATIONS	8,035	9,275	10,015	11,110
5175	MAIL SERVICES	7,430	3,630	4,980	8,160
5178	OFFICE AUTOMATION	15,960	16,025	14,575	16,525
5183	INSURANCE	10,150	13,810	14,100	12,205
5193	SOFTWARE	36,000	0	0	0
	TOTAL, INTERNAL SERVICE CHARGES	147,135	119,410	109,475	111,465
	SUBTOTAL, CITY CLERK	841,896	863,287	931,275	921,795
5902	ALLOCATED OUT	(320,285)	(338,705)	(350,600)	(359,730)
	TOTAL, CITY CLERK	521,611	524,582	580,675	562,065



**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

CITY TREASURER



DESCRIPTION

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

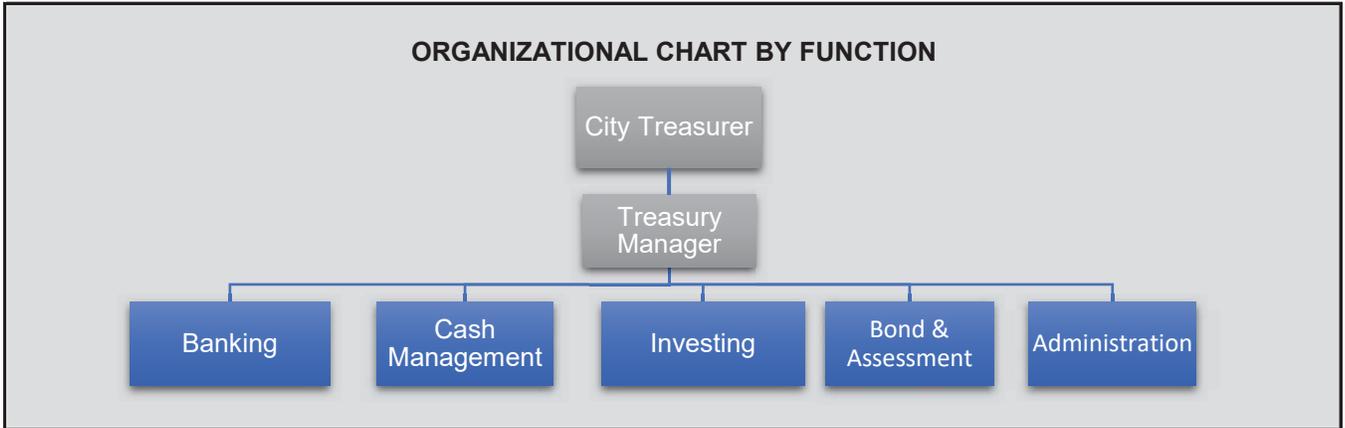
- Receive and safeguard all monies into the City Treasury and disperse funds as needed for the operations of the City
- Forecast and monitor cash receipts and disbursements and invest all available cash
- Monitor investment reports and transactions, ensure compliance with the State of California regulations 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

MAJOR BUDGET IMPACTS

- Decrease in employee services due to decrease in salaries and related overhead
- Increase in allocations out to wastewater due to increase in projected wastewater revenue

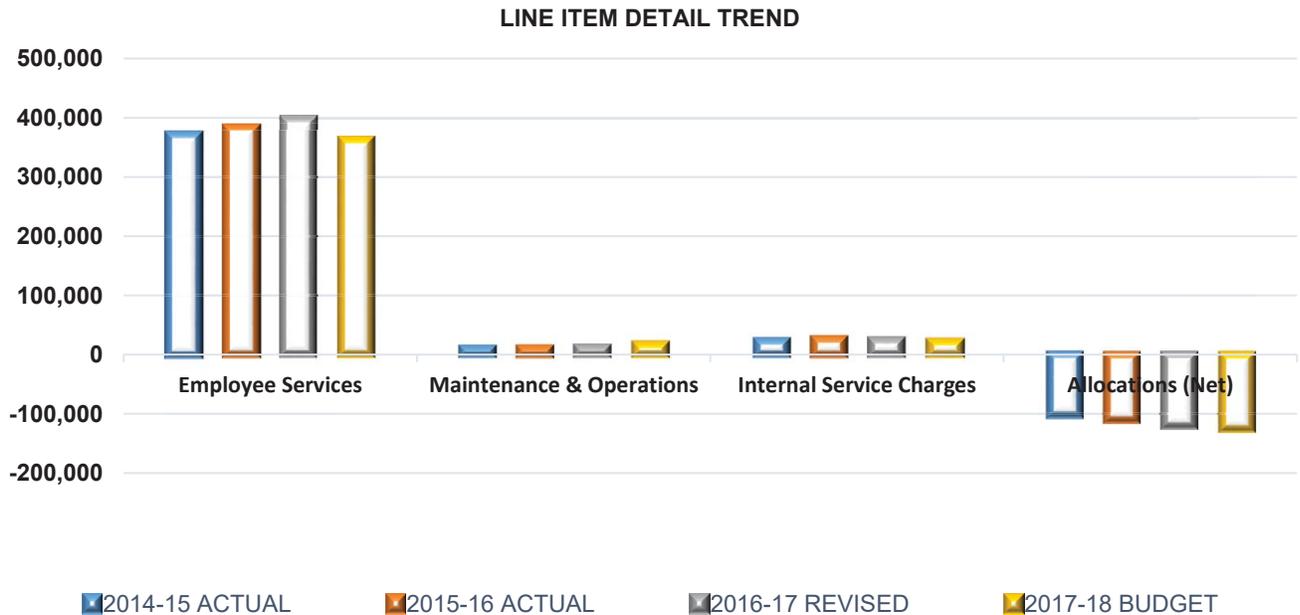
**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

CITY TREASURER



BUDGET SUMMARY

	2014-15 Actual	2015-16 Actual	2016-17 Revised	2017-18 Budget
STAFFING:				
Regular Full-Time	3.0	3.0	3.0	3.0
BUDGET:				
Employee Services	371,459	382,943	397,275	361,460
Maintenance & Operations	9,490	10,878	11,500	16,800
Internal Service Charges	22,535	26,140	23,800	21,710
Allocations (Net)	<u>(103,280)</u>	<u>(110,775)</u>	<u>(120,540)</u>	<u>(125,950)</u>
Total Budget	<u>300,204</u>	<u>309,186</u>	<u>312,035</u>	<u>274,020</u>



**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Line Item Detail**

		<u>2014-15</u> <u>ACTUAL</u>	<u>2015-16</u> <u>ACTUAL</u>	<u>2016-17</u> <u>REVISED</u>	<u>2017-18</u> <u>BUDGET</u>
001-005 CITY TREASURER					
5001	REGULAR FULL-TIME	255,881	262,776	258,235	228,925
5025	OTHER EMPLOYEE OVERHEAD	31,788	12,453	10,890	7,335
5026	PERS-NORMAL COST	54,947	69,499	79,540	23,330
5029	PERS-UNFUNDED LIABILITY	0	0	0	50,600
5027	MEDICAL	13,223	23,123	32,830	36,935
5028	WORKERS' COMPENSATION	1,629	1,912	1,550	1,280
5030	FLEXIBLE BENEFITS	13,991	13,180	14,230	13,055
TOTAL, EMPLOYEE SERVICES		371,459	382,943	397,275	361,460
5101	OFFICE/OPERATING SUPPLIES	400	1,163	400	400
5126	MAINTENANCE OF EQUIPMENT	239	0	100	100
5131	PROFESSIONAL SERVICES/CONTRACTS	195	0	200	200
5160	TRAINING AND MEETINGS	1,310	2,144	2,000	4,000
5161	MILEAGE REIMBURSEMENT	0	0	100	200
5162	DUES AND SUBSCRIPTIONS	0	195	800	800
5163	AUTO ALLOWANCE	4,526	4,556	4,500	5,100
5193	SOFTWARE	2,820	2,820	3,400	6,000
TOTAL, M & O		9,490	10,878	11,500	16,800
5125	BUILDING MAINTENANCE	16,105	19,225	17,910	16,390
5165	DUPLICATING	540	0	0	0
5172	TELECOMMUNICATIONS	240	280	325	325
5178	OFFICE AUTOMATION	2,675	2,685	1,335	1,395
5183	INSURANCE	2,975	3,950	4,230	3,600
TOTAL, INTERNAL SERVICE CHARGES		22,535	26,140	23,800	21,710
SUBTOTAL, CITY TREASURER		403,484	419,961	432,575	399,970
5902	ALLOCATED OUT	(103,280)	(110,775)	(120,540)	(125,950)
TOTAL, CITY TREASURER		300,204	309,186	312,035	274,020



**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

FINANCE



DESCRIPTION

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:

- 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.
- Payroll - Processes bi-weekly payrolls for approximately one thousand full time equivalent positions ensuring compliance with rules and regulations.
- Utility Billing - Responsible for performing all accounting functions related to the billing of water, wastewater, and trash for approximately 30,000 accounts.
- 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.
- 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.
- Accounts Payable - Responsible for the payment to contractors in an accurate and timely manner and in compliance with all applicable rules and regulations. Accounts payable processed 28,846 invoices in fiscal year 2015.

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

- 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.
- 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.

Each fiscal year the City is faced with the challenge of balancing limited resources and increasing costs.

DEPARTMENT PRIORITIES

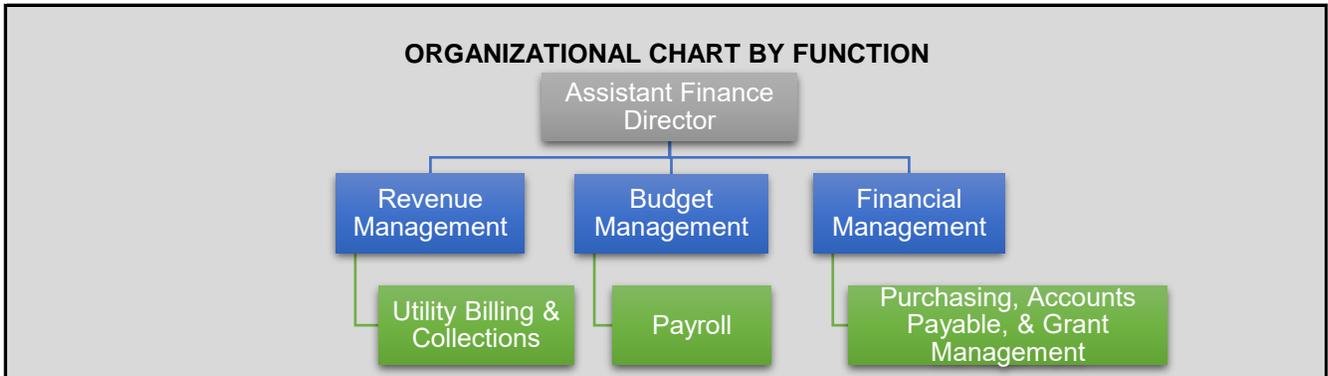
- Provide timely and reliable financial information and accurate record keeping and reporting
- Review department's activities and processes to maximize organizational effectiveness, including cash controls, collections, purchasing and payroll controls
- Develop, monitor and report on the annual Operating 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

MAJOR BUDGET IMPACTS

- Decrease in employee services due to elimination of full-time department assistant position, partially offset by increase in temporary part-time staff and decrease in medical projections for this department
- Increase in M & O is primarily due to increase in paramedic billing costs
- Decrease in internal service charges primarily due to decrease in building maintenance and general liability charges
- Increase in allocations out to Successor Agency-Redevelopment due to increase in prior year enforceable obligations

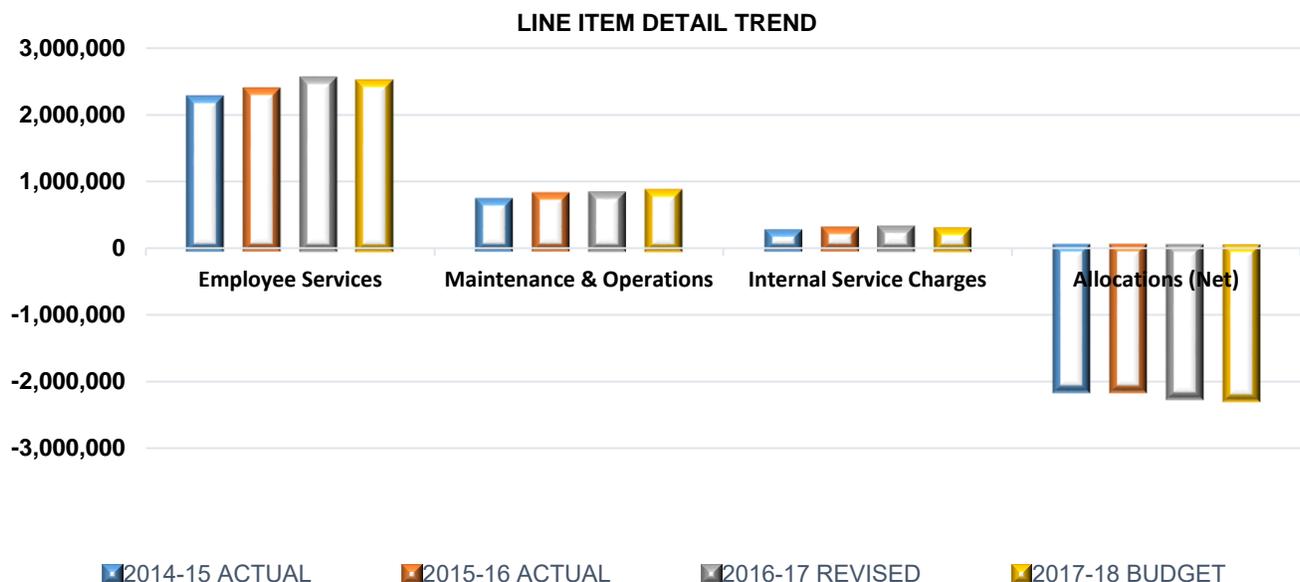
**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

FINANCE



BUDGET SUMMARY

	2014-15 Actual	2015-16 Actual	2016-17 Revised	2017-18 Budget
STAFFING:				
Regular Full-Time	27.0	28.0	29.0	28.0
Temporary Part-Time (FTE)	1.9	1.6	0.0	0.8
Department Total	<u>28.9</u>	<u>29.6</u>	<u>29.0</u>	<u>28.8</u>
BUDGET:				
Employee Services	2,224,222	2,343,245	2,502,830	2,454,145
Maintenance & Operations	685,184	770,974	785,125	825,970
Internal Service Charges	219,960	256,060	274,190	252,945
Allocations (Net)	<u>(2,117,905)</u>	<u>(2,118,636)</u>	<u>(2,224,555)</u>	<u>(2,249,855)</u>
Total Budget	1,011,461	1,251,642	1,337,590	1,283,205



**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Line Item Detail**

	<u>2014-15 ACTUAL</u>	<u>2015-16 ACTUAL</u>	<u>2016-17 REVISED</u>	<u>2017-18 BUDGET</u>
001-022 FINANCE				
5001 REGULAR FULL-TIME	1,466,763	1,520,629	1,613,870	1,582,070
5004 TEMPORARY PART-TIME	37,258	31,255	0	16,510
5020 OVERTIME	7,966	18,920	0	0
5025 OTHER EMPLOYEE OVERHEAD	186,080	64,469	65,085	65,110
5026 PERS-NORMAL COST	308,665	435,764	497,090	161,210
5029 PERS-UNFUNDED LIABILITY	0	0	0	349,660
5027 MEDICAL	156,551	206,102	262,970	219,935
5028 WORKERS' COMPENSATION	9,437	12,340	10,095	8,950
5030 FLEXIBLE BENEFITS	51,502	53,768	53,720	50,700
TOTAL, EMPLOYEE SERVICES	2,224,222	2,343,245	2,502,830	2,454,145
5101 OFFICE/OPERATING SUPPLIES	21,109	23,576	24,400	23,700
5126 MAINTENANCE OF EQUIPMENT	784	17,485	22,890	26,985
5131 PROFESSIONAL SERVICES/CONTRACTS	343,550	382,328	379,400	427,500
5159 OTHER MAIL	145,670	159,062	162,150	160,750
5160 TRAINING AND MEETINGS	9,900	10,384	10,000	10,000
5161 MILEAGE REIMBURSEMENT	79	130	400	400
5162 DUES AND SUBSCRIPTIONS	4,401	7,088	5,350	5,985
5167 ADVERTISING AND PRINTING	6,203	2,126	3,425	2,450
5173 OTHER TELEPHONE	0	0	1,500	1,500
5184 TUITION	0	970	0	0
5193 SOFTWARE	147,346	166,668	160,410	164,500
5194 MINOR OFFICE EQUIPMENT	5,886	1,157	15,200	2,200
5505 BOND EXPENSE	256	0	0	0
TOTAL, M & O	685,184	770,974	785,125	825,970
5125 BUILDING MAINTENANCE	72,335	84,665	97,840	86,945
5165 DUPLICATING	17,355	26,815	29,220	26,710
5172 TELECOMMUNICATIONS	9,135	10,720	12,355	11,335

**CITY OF ESCONDIDO
 FY 2017-18 Operating Budget
 Line Item Detail**

		<u>2014-15 ACTUAL</u>	<u>2015-16 ACTUAL</u>	<u>2016-17 REVISED</u>	<u>2017-18 BUDGET</u>
001-022	FINANCE				
5175	MAIL SERVICES	50,065	53,635	49,130	46,575
5178	OFFICE AUTOMATION	49,220	49,500	53,125	54,060
5183	INSURANCE	21,850	30,725	32,520	27,320
	TOTAL, INTERNAL SERVICE CHARGES	219,960	256,060	274,190	252,945
	SUBTOTAL, FINANCE	3,129,367	3,370,278	3,562,145	3,533,060
5902	ALLOCATED OUT	(2,117,905)	(2,118,636)	(2,224,555)	(2,249,855)
	TOTAL, FINANCE	1,011,461	1,251,642	1,337,590	1,283,205



**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

HUMAN RESOURCES



DESCRIPTION

The Human Resources Department is committed to providing superior 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 over 1,000 employees (full-time and part-time), and twelve departments, as follows:

- **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. In 2016, 114 full-time and part-time recruitments were conducted, and over 220 individuals were hired or promoted. 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.

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

- 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 Regional Training Center, 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. The Management Mentoring Program held its pilot program in 2006; the program was then revamped and implemented in 2013. To date, 56 employees have graduated from the program.

- 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.

DEPARTMENT PRIORITIES

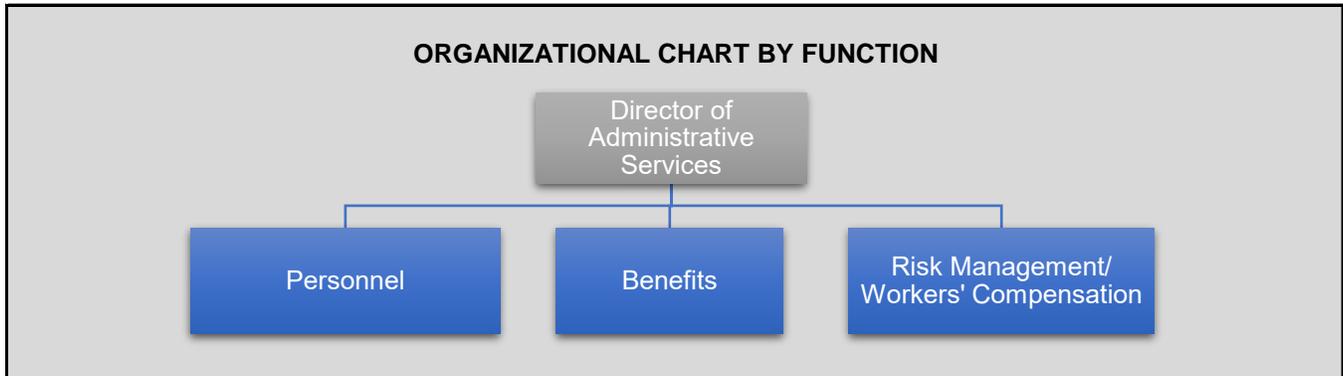
- Provide high quality and effective services to all departments and external customers regarding the recruitment and selection of employees
- Negotiate and implement successor Memorandums of Understanding with the City's six bargaining units
- Assist the City Manager's office with strategic planning 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

MAJOR BUDGET IMPACTS

- Decrease in employee services due to reorganization of department
- Decrease in internal service charges primarily due to decrease in building maintenance charges
- Decrease in allocations out to Benefits Administration due to reorganization of both Benefits Administration and Human Resources departments

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

HUMAN RESOURCES



BUDGET SUMMARY

	2014-15 Actual	2015-16 Actual	2016-17 Revised	2017-18 Budget
STAFFING:				
Regular Full-Time	6.0	6.0	6.0	6.0
Regular Part-time (FTE)	0.0	0.0	0.0	0.8
Temporary Part-Time (FTE)	0.8	1.1	1.0	0.0
Department Total	<u>6.8</u>	<u>7.1</u>	<u>7.0</u>	<u>6.8</u>
BUDGET:				
Employee Services	825,357	850,597	877,675	849,715
Maintenance & Operations	181,361	182,646	228,015	228,015
Internal Service Charges	99,040	111,645	122,325	111,875
Allocations (Net)	<u>(547,695)</u>	<u>(569,270)</u>	<u>(623,175)</u>	<u>(571,265)</u>
Total Budget	<u>558,064</u>	<u>575,618</u>	<u>604,840</u>	<u>618,340</u>



CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Line Item Detail

	<u>2014-15 ACTUAL</u>	<u>2015-16 ACTUAL</u>	<u>2016-17 REVISED</u>	<u>2017-18 BUDGET</u>
001-023 HUMAN RESOURCES				
5001 REGULAR FULL-TIME	540,633	539,121	551,575	490,835
5003 REGULAR PART-TIME	0	0	0	28,395
5004 TEMPORARY PART-TIME	15,776	21,461	18,930	0
5020 OVERTIME	290	0	1,500	1,500
5025 OTHER EMPLOYEE OVERHEAD	60,129	17,500	16,675	16,895
5026 PERS-NORMAL COST	113,457	153,558	169,895	52,910
5029 PERS-UNFUNDED LIABILITY	0	0	0	127,530
5027 MEDICAL	63,722	85,356	85,180	99,230
5028 WORKERS' COMPENSATION	3,468	4,389	4,355	2,950
5030 FLEXIBLE BENEFITS	27,882	29,212	29,565	29,470
TOTAL, EMPLOYEE SERVICES	825,357	850,597	877,675	849,715
5101 OFFICE/OPERATING SUPPLIES	10,615	10,357	7,850	7,850
5126 MAINTENANCE OF EQUIPMENT	728	761	1,300	1,300
5131 PROFESSIONAL SERVICES/CONTRACTS	82,420	90,914	121,790	121,790
5160 TRAINING AND MEETINGS	9,692	6,576	2,500	2,500
5161 MILEAGE REIMBURSEMENT	68	150	800	800
5162 DUES AND SUBSCRIPTIONS	2,189	2,001	2,300	2,300
5163 AUTO ALLOWANCE	5,130	5,164	5,100	5,100
5167 ADVERTISING & PRINTING	4,646	1,283	8,000	8,000
5173 OTHER TELEPHONE	3,596	3,964	3,000	3,000
5190 OTHER EXPENSES	30,568	29,345	35,025	35,025
5193 SOFTWARE	31,710	32,131	38,000	38,000
5194 MINOR OFFICE EQUIPMENT	0	0	2,350	2,350
TOTAL, M & O	181,361	182,646	228,015	228,015
5125 BUILDING MAINTENANCE	53,590	62,850	69,620	61,180
5165 DUPLICATING	19,380	15,925	20,375	17,525

**CITY OF ESCONDIDO
 FY 2017-18 Operating Budget
 Line Item Detail**

	<u>2014-15 ACTUAL</u>	<u>2015-16 ACTUAL</u>	<u>2016-17 REVISED</u>	<u>2017-18 BUDGET</u>
001-023 HUMAN RESOURCES				
5172 TELECOMMUNICATIONS	3,605	4,230	4,875	1,945
5175 MAIL SERVICES	1,280	1,045	705	850
5178 OFFICE AUTOMATION	13,035	15,860	14,415	19,070
5183 INSURANCE	8,150	11,735	12,335	11,305
TOTAL, INTERNAL SERVICE CHARGES	99,040	111,645	122,325	111,875
SUBTOTAL, HUMAN RESOURCES	1,105,759	1,144,888	1,228,015	1,189,605
5902 ALLOCATED OUT	(547,695)	(569,270)	(623,175)	(571,265)
TOTAL, HUMAN RESOURCES	558,064	575,618	604,840	618,340



RISK MANAGEMENT



DESCRIPTION

The Risk Management Division administers the City's self-insured Liability and Workers' Compensation programs, and purchases property, pollution, crime and cyber liability insurance coverage. Risk Management staff 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. Risk Management assists City departments with the review and preparation of contracts and permits for insurance compliance with City requirements. Risk Management 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. Risk Management administers the fitness for duty, return-to-work, drug and alcohol and vehicle safety programs. The Risk Manager serves as the City's Americans with Disabilities Act (ADA) coordinator, and representative to the California State Association of Counties – Excess Insurance Authority (CSAC-EIA) risk sharing pool.

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

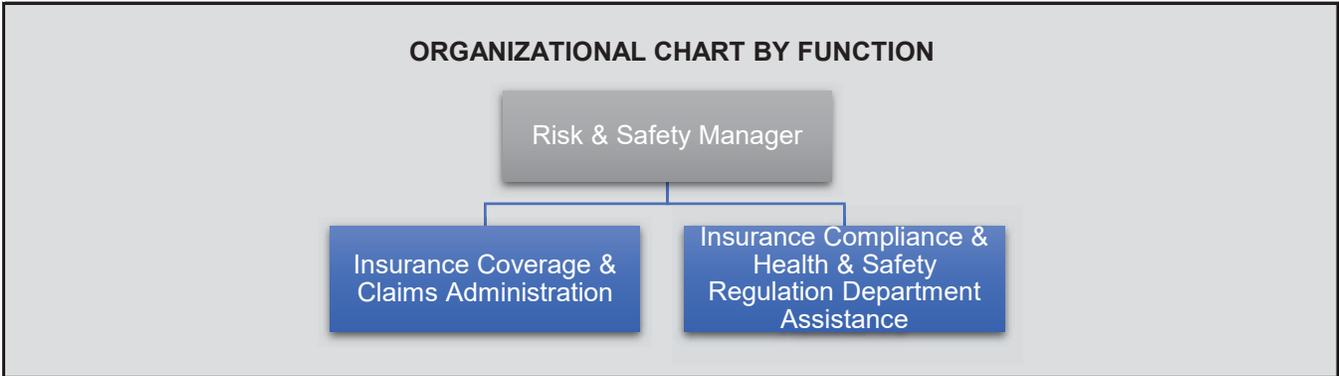
**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

MAJOR BUDGET IMPACTS

- Increase in employee services due to salary and PERS cost increases
- Increase in allocations out due to increase in budget subtotal

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

RISK MANAGEMENT



BUDGET SUMMARY

	2014-15 Actual	2015-16 Actual	2016-17 Revised	2017-18 Budget
STAFFING:				
Regular Full-Time	4.0	4.0	4.0	4.0
Temporary Part-Time (FTE)	0.1	0.0	0.0	0.0
Department Total	<u>4.1</u>	<u>4.0</u>	<u>4.0</u>	<u>4.0</u>
BUDGET:				
Employee Services	361,783	417,539	464,215	477,990
Maintenance & Operations	61,682	77,547	123,755	123,755
Internal Service Charges	35,900	41,600	40,460	43,200
Allocations (Net)	<u>(581,180)</u>	<u>(600,365)</u>	<u>(628,430)</u>	<u>(644,945)</u>
Total Budget	<u>(121,815)</u>	<u>(63,679)</u>	<u>0</u>	<u>0</u>



■ 2014-15 ACTUAL
 ■ 2015-16 ACTUAL
 ■ 2016-17 REVISED
 ■ 2017-18 BUDGET

CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Line Item Detail

		<u>2014-15</u> <u>ACTUAL</u>	<u>2015-16</u> <u>ACTUAL</u>	<u>2016-17</u> <u>REVISED</u>	<u>2017-18</u> <u>BUDGET</u>
001-024	RISK MANAGEMENT				
5001	REGULAR FULL-TIME	232,316	262,979	292,940	300,610
5004	TEMPORARY PART-TIME	1,200	160	0	0
5020	OVERTIME	5,468	5,617	0	0
5025	OTHER EMPLOYEE OVERHEAD	25,932	10,875	10,545	10,605
5026	PERS-NORMAL COST	55,031	77,453	90,230	30,635
5029	PERS-UNFUNDED LIABILITY	0	0	0	66,445
5027	MEDICAL	23,767	36,765	42,590	42,720
5028	WORKERS' COMPENSATION	4,191	7,528	11,390	10,400
5030	FLEXIBLE BENEFITS	13,879	16,163	16,520	16,575
	TOTAL, EMPLOYEE SERVICES	361,783	417,539	464,215	477,990
5101	OFFICE/OPERATING SUPPLIES	2,267	1,827	2,300	2,300
5105	SAFETY EQUIPMENT	6,400	4,754	5,245	5,245
5109	PREVENTION SUPPLIES	13,433	8,714	11,500	11,500
5126	MAINTENANCE OF EQUIPMENT	2,973	5,213	5,500	5,500
5131	PROFESSIONAL SERVICES/CONTRACTS	23,389	49,627	80,840	80,840
5149	PREVENTION SERVICES	4,305	1,165	2,945	2,945
5160	TRAINING AND MEETINGS	2,618	2,053	1,000	1,000
5161	MILEAGE REIMBURSEMENT	0	169	200	200
5162	DUES AND SUBSCRIPTIONS	395	820	1,500	1,500
5166	OTHER DUPLICATING	0	81	250	250
5167	ADVERTISING AND PRINTING	0	0	150	150
5173	OTHER TELEPHONE	1,328	1,741	2,000	2,000
5180	RENT	0	0	1,000	1,000
5190	OTHER EXPENSE	4,574	1,385	7,000	7,000
5194	MINOR OFFICE EQUIPMENT	0	0	2,325	2,325
	TOTAL, M & O	61,682	77,547	123,755	123,755

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Line Item Detail**

		<u>2014-15 ACTUAL</u>	<u>2015-16 ACTUAL</u>	<u>2016-17 REVISED</u>	<u>2017-18 BUDGET</u>
001-024	RISK MANAGEMENT				
5125	BUILDING MAINTENANCE	19,440	23,100	22,125	23,515
5164	FLEET SERVICES	4,450	4,450	3,620	4,530
5165	DUPLICATING	695	880	2,540	2,800
5172	TELECOMMUNICATIONS	1,105	1,300	1,480	1,480
5175	MAIL SERVICES	465	560	795	505
5178	OFFICE AUTOMATION	9,190	10,410	9,010	9,580
5183	INSURANCE	555	900	890	790
	TOTAL, INTERNAL SERVICE CHARGES	35,900	41,600	40,460	43,200
	SUBTOTAL, RISK MANAGEMENT	459,365	536,686	628,430	644,945
5901	ALLOCATED IN	37,255	38,065	39,160	40,170
5902	ALLOCATED OUT	(618,435)	(638,430)	(667,590)	(685,115)
	TOTAL, RISK MANAGEMENT	(121,815)	(63,679)	0	0



**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

INFO SYSTEMS/ADMINISTRATION



DESCRIPTION

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: Data Processing; Network and Office Automation; Geographic Information Systems (GIS); Duplicating; Telecommunications; Mail Services; and Administration.

Mission: We are the business technology solution partner Citywide

Vision:

We will serve the City of Escondido by...

- Bringing information systems expertise to the procurement and implementation of technology solutions
- Supporting and enhancing the City's technology infrastructure
- Partnering with City staff and the community we serve to identify processes that can be improved with technology
- Working with our partners to fulfill their requirements for fast, reliable, accessible and secure technology
- Maintaining and increasing technology proficiency for all City employees

Values:

We believe in...

- Extraordinary customer service

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

- Building successful partnerships together
- Increasing confidence and expertise by sharing out knowledge and skills
- Our commitment to continuously raise the value of our services

Did you know?

- We have 4,000 times more memory (RAM) in modern cell-phones than on a PC from 1990
- Modern hard drives store up to 8,000 times as much data in a smaller footprint than hard drives from 1990
- Modern processors (CPUs) have over 2000 times more transistors, now numbering 7-10 billion, than the Pentium processor from 1983. By comparison, our human brains have around 100 billion neurons

So what is all that processing power being used for these days?

- Artificial Intelligence (AI) and “Deep Learning”
- Voice and image recognition
- Real-time language translation
- Real-time recognition of objects in a video stream
- Real-time, autonomous navigation for cars, trucks, watercraft, and aircraft

DEPARTMENT PRIORITIES

- Ensure investments in technology continue to support City Council directives to provide work efficiencies for staff and online access/services for the public
- Provide management, supervision and administrative support to all divisions within Information Systems
- Provide management support for Public Safety staff, software and services
- Continue with the evolution and convergence of networked, digital telephony systems in order to provide more flexibility and functionality for a comparable cost to older phone systems

MAJOR BUDGET IMPACTS

- Decrease in salaries due to retirement of Director of Information Systems
- Decrease in internal service charges, primarily building maintenance charges
- Decrease in allocations out due to decrease in salaries

CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary

INFO SYSTEMS/DATA PROCESSING



DESCRIPTION

The Data Processing division of Information Systems is primarily responsible for the administration and security of the City's database systems, and the enterprise-wide software packages that use them. Data Processing also operates and maintains the City's Internet and intranet websites.

Some of the services Data Processing provides are: software analysis, development, and

maintenance; database installation; database reporting and data analysis; application and database support, patching, and upgrades; website content management and website design; and providing technical recommendations for procurement of software and technical services.

Did you know?

- The City currently uses 14 enterprise software applications with database back-ends
- To house and support those applications and their databases requires 41 separate virtual servers (VMs)
- Our top five relational databases combined contain over 100,000 tables consisting of over 600,000,000 records or rows

DEPARTMENT PRIORITIES

- Implement and deploy software, hardware and services to fulfill the requirements of the Council Action Plan as it pertains to Data Processing
- Maintain the level of service on all supported internal & external applications
- Upgrade PeopleTools for PeopleSoft HRMS and Financials; move those applications to new, faster hardware
- Implementation of selected new vendor for third party Utility Billing payments

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

MAJOR BUDGET IMPACTS

- Decrease in salaries due to employee turnover
- Increase in technical training for new employees
- Decrease in internal service charges, primarily telecommunications and general liability insurance charges
- Decrease in allocations out primarily due to elimination of allocation out to the Recreation department

GEOGRAPHIC INFORMATION SYSTEMS(GIS)



DESCRIPTION

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 integration with other enterprise applications.

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.

Did you know?

- Geographic information affects about 80% of our decisions
- Over 80% of all government data has a locational component
- Within the City of Escondido's 37 square miles there are over 350 miles of streets, with over 350 miles of water mains, 350 miles of sewer mains and 220 miles of storm drainage, plus over 6000 street lights and 90,000 street signs

DEPARTMENT PRIORITIES

- Support public safety applications, Cityworks® Asset Management application and citywide map applications
- Provide data collection, spatial analysis, and map products for all City departments

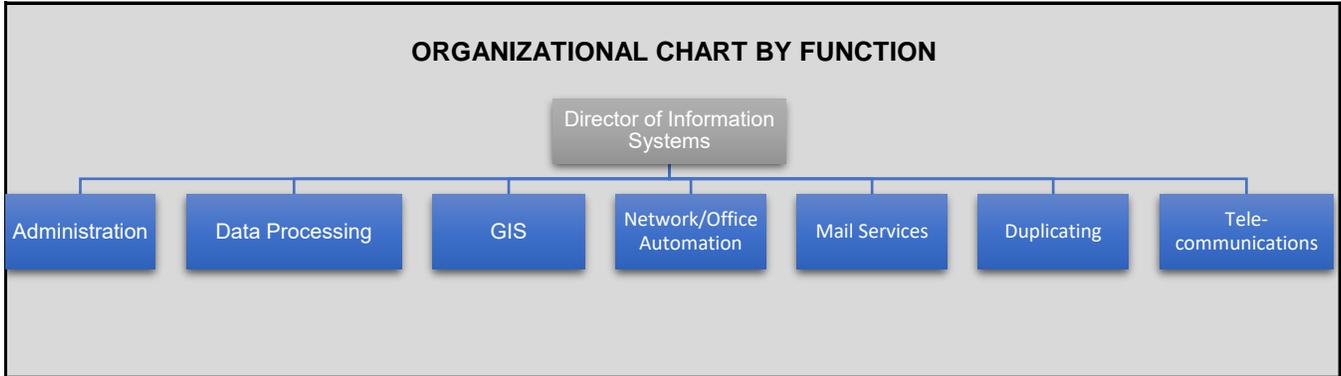
**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

MAJOR BUDGET IMPACTS

- Increase in employee services and allocations out due to the addition of a full-time GIS technician, which is 100% allocated out to Water and Wastewater

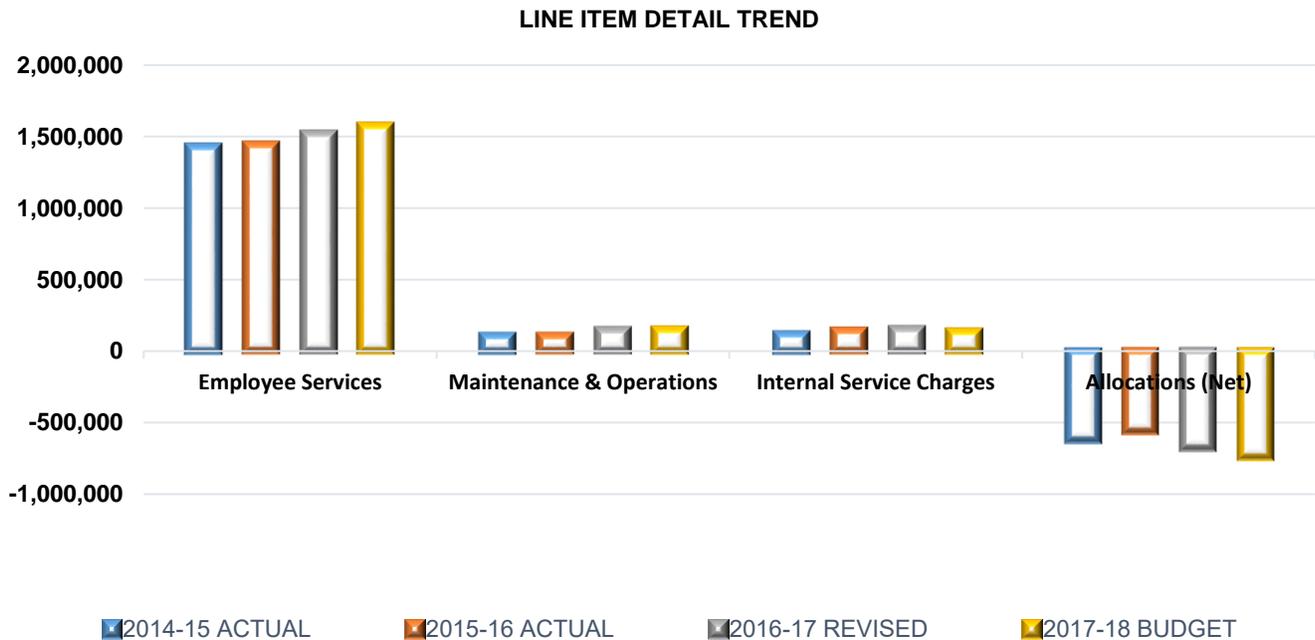
**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

INFORMATION SYSTEMS



BUDGET SUMMARY

	2014-15 Actual	2015-16 Actual	2016-17 Revised	2017-18 Budget
STAFFING:				
Regular Full-Time	13.0	12.0	12.0	13.0
BUDGET:				
Employee Services	1,427,007	1,440,369	1,518,300	1,575,335
Maintenance & Operations	110,439	108,734	147,565	152,565
Internal Service Charges	121,100	144,070	154,650	137,880
Allocations (Net)	<u>(622,073)</u>	<u>(563,443)</u>	<u>(679,805)</u>	<u>(742,940)</u>
Total Budget	1,036,473	1,129,730	1,140,710	1,122,840



**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Line Item Detail**

	<u>2014-15 ACTUAL</u>	<u>2015-16 ACTUAL</u>	<u>2016-17 REVISED</u>	<u>2017-18 BUDGET</u>
001-031 INFO SYSTEMS/ADMINISTRATION				
5001 REGULAR FULL-TIME	320,169	289,048	288,900	266,635
5020 OVERTIME	320	0	0	0
5025 OTHER EMPLOYEE OVERHEAD	32,844	9,186	8,430	8,885
5026 PERS-NORMAL COST	68,797	83,246	88,985	27,170
5029 PERS-UNFUNDED LIABILITY	0	0	0	58,935
5027 MEDICAL	23,394	29,902	32,830	32,930
5028 WORKERS' COMPENSATION	2,040	2,287	1,730	1,495
5030 FLEXIBLE BENEFITS	17,134	15,324	15,455	14,565
TOTAL, EMPLOYEE SERVICES	464,698	428,992	436,330	410,615
5101 OFFICE/OPERATING SUPPLIES	5,970	2,444	5,225	5,225
5126 MAINTENANCE OF EQUIPMENT	1,493	1,081	3,985	3,985
5131 PROFESSIONAL SERVICES/CONTRACTS	3,405	3,562	9,000	9,000
5160 TRAINING AND MEETINGS	0	815	200	200
5163 AUTO ALLOWANCE	5,130	5,164	5,100	5,100
5173 OTHER TELEPHONE	2,680	2,424	2,200	2,200
TOTAL, M & O	18,678	15,490	25,710	25,710
5125 BUILDING MAINTENANCE	77,705	90,815	99,970	87,010
5165 DUPLICATING	755	4,455	1,300	1,825
5172 TELECOMMUNICATIONS	1,925	2,255	2,600	2,640
5175 MAIL SERVICES	80	270	200	265
5178 OFFICE AUTOMATION	5,345	5,385	6,585	5,560
5183 INSURANCE	5,150	6,060	6,875	5,730
TOTAL, INTERNAL SERVICE CHARGES	90,960	109,240	117,530	103,030
SUBTOTAL, INFO SYSTEMS/ADMINISTRATION	574,336	553,723	579,570	539,355
5902 ALLOCATED OUT	(136,680)	(40,060)	(97,395)	(85,790)
TOTAL, INFO SYSTEMS/ADMINISTRATION	437,656	513,662	482,175	453,565

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Line Item Detail**

		<u>2014-15 ACTUAL</u>	<u>2015-16 ACTUAL</u>	<u>2016-17 REVISED</u>	<u>2017-18 BUDGET</u>
001-032 INFO SYSTEMS/DATA PROCESSING					
5001	REGULAR FULL-TIME	458,381	467,103	485,350	469,445
5020	OVERTIME	1,686	816	2,000	4,000
5025	OTHER EMPLOYEE OVERHEAD	55,988	16,873	16,075	15,825
5026	PERS-NORMAL COST	96,838	132,548	149,495	47,835
5029	PERS-UNFUNDED LIABILITY	0	0	0	103,760
5027	MEDICAL	54,809	72,435	75,420	75,650
5028	WORKERS' COMPENSATION	2,881	3,651	2,970	2,730
5030	FLEXIBLE BENEFITS	25,201	25,956	26,615	25,980
TOTAL, EMPLOYEE SERVICES		695,783	719,382	757,925	745,225
5101	OFFICE/OPERATING SUPPLIES	1,378	2,006	3,000	3,000
5126	MAINTENANCE OF EQUIPMENT	2,947	1,916	7,000	7,000
5160	TRAINING AND MEETINGS	49	862	10,000	15,000
5162	DUES AND SUBSCRIPTIONS	0	0	205	205
5173	OTHER TELEPHONE	386	421	1,200	1,200
5193	SOFTWARE	65,421	66,792	71,950	71,950
TOTAL, M & O		70,182	71,998	93,355	98,355
5165	DUPLICATING	300	125	100	160
5172	TELECOMMUNICATIONS	2,165	2,540	2,925	1,620
5178	OFFICE AUTOMATION	9,275	12,075	10,660	11,125
5183	INSURANCE	5,355	7,095	7,515	6,285
TOTAL, INTERNAL SERVICE CHARGES		17,095	21,835	21,200	19,190
SUBTOTAL, INFO SYSTEMS/DATA PROCESSING		783,060	813,215	872,480	862,770
5902	ALLOCATED OUT	(331,110)	(367,680)	(418,125)	(411,490)
TOTAL, INFO SYSTEMS/DATA PROCESSING		451,950	445,535	454,355	451,280

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Line Item Detail**

		<u>2014-15 ACTUAL</u>	<u>2015-16 ACTUAL</u>	<u>2016-17 REVISED</u>	<u>2017-18 BUDGET</u>
001-035 GEOGRAPHIC INFORMATION SYSTEMS					
5001	REGULAR FULL-TIME	171,221	193,513	216,785	274,780
5004	TEMPORARY PART-TIME	27,293	4,817	0	0
5025	OTHER EMPLOYEE OVERHEAD	18,106	8,380	8,060	9,250
5026	PERS-NORMAL COST	30,020	56,884	66,770	28,000
5029	PERS-UNFUNDED LIABILITY	0	0	0	49,645
5027	MEDICAL	12,241	18,313	22,360	47,185
5028	WORKERS' COMPENSATION	1,108	1,572	1,300	1,550
5030	FLEXIBLE BENEFITS	6,538	8,516	8,770	9,085
TOTAL, EMPLOYEE SERVICES		266,526	291,995	324,045	419,495
5101	OFFICE/OPERATING SUPPLIES	670	635	2,000	2,000
5126	MAINTENANCE OF EQUIPMENT	120	80	500	500
5160	TRAINING AND MEETINGS	2,504	5,498	4,100	4,100
5161	MILEAGE REIMBURSEMENT	42	206	300	300
5162	DUES AND SUBSCRIPTIONS	100	60	600	600
5169	OTHER INSURANCE	1,495	0	0	0
5173	OTHER TELEPHONE	0	416	0	0
5193	SOFTWARE	16,647	14,350	21,000	21,000
TOTAL, M & O		21,579	21,245	28,500	28,500
5165	DUPLICATING	70	80	180	80
5172	TELECOMMUNICATIONS	720	845	975	970
5178	OFFICE AUTOMATION	9,275	7,970	10,500	10,965
5183	INSURANCE	2,980	4,100	4,265	3,645
TOTAL, INTERNAL SERVICE CHARGES		13,045	12,995	15,920	15,660
SUBTOTAL, GEOGRAPHIC INFORMATION SYSTEMS		301,150	326,236	368,465	463,655
5902	ALLOCATED OUT	(154,283)	(155,703)	(164,285)	(245,660)
TOTAL, GEOGRAPHIC INFORMATION SYSTEMS		146,867	170,533	204,180	217,995

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

RECREATION



DESCRIPTION

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 Department staff represents highly educated recreation professionals with extensive experiences in planning and implementing high quality recreational personal growth activities that are fun and energetic for community members of all ages and backgrounds.

The over-arching goal of the Recreation division is to achieve a healthy city by encouraging the community use of parks and facilities through a wide variety of programs and services offered, such as:

- Aquatics: open swim, lessons for all ages, pool rentals, and swim team/polo meets for local high schools and private contractors
- Community education and fitness classes: three times per year varied fee-based classes are offered such as, tennis, Tae Kwon Do, ballet, gymnastics, Pilates, yoga, art, etcetera
- Day Camps: kids are engaged in a play and learn, closely supervised environment for summer, winter, and spring breaks
- Leagues: softball, soccer, and hockey are provided for adults and youth throughout the year; in addition, the Police Athletic League focuses on youth basketball
- Pre-school programs: preparing children from ages 18-months to 5-years old for a positive transition to formal classroom education, these programs encourage academic development and social interaction through play, creative movement, and other activities in conjunction with California Common Core Standards

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

- In collaboration with the Public Works Building Maintenance and Parks Maintenance staff, the Recreation division is able to provide meeting and picnic facilities, skate, soccer, and hockey arenas, and a gym, softball/baseball and soccer fields for community use

DEPARTMENT PRIORITIES

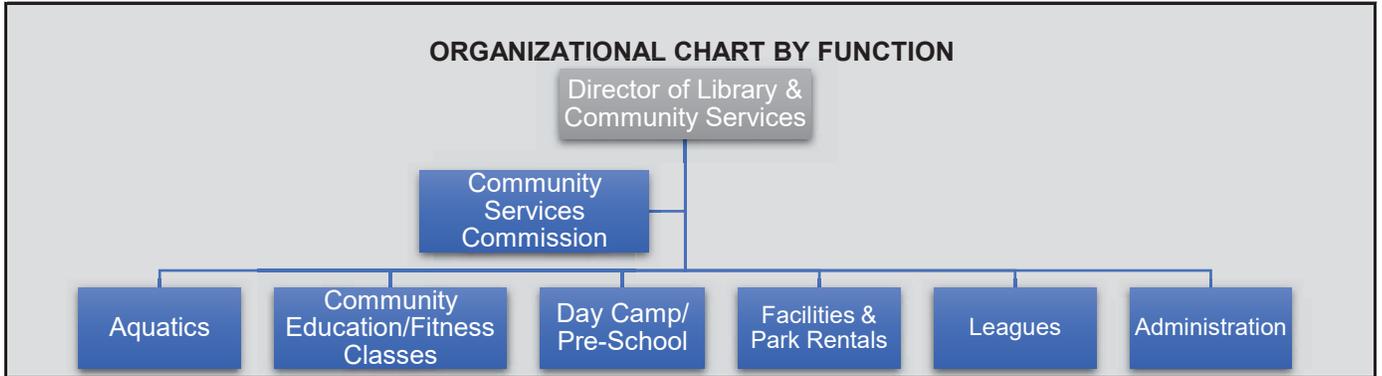
- Promote a healthy city concept by encouraging the community use of parks and facilities through the provision of a wide variety of programs and services
- Develop and implement basketball and beginner pickleball programs at the Kit Carson Park hockey arenas
- Develop and implement a fundraising plan for the Washington Park skate spot
- Create a fundraiser event to supplement the Community Services Quality of Life fund

MAJOR BUDGET IMPACTS

- Beginning in 2017-18, this department will be included in the General Fund.
- Decrease in employee services primarily due to a decrease in temporary part-time costs
- Decrease in internal service charges, primarily building maintenance, duplicating and insurance charges
- Elimination of allocations out to General Fund departments

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

RECREATION



BUDGET SUMMARY

	2014-15 Actual	2015-16 Actual	2016-17 Revised	2017-18 Budget
STAFFING:				
Regular Full-Time	7.0	7.0	8.0	8.0
Regular Part-Time (FTE)	3.0	3.0	3.0	3.0
Temporary Part-Time (FTE)	20.1	16.6	20.7	19.1
Department Total	<u>30.1</u>	<u>26.6</u>	<u>31.7</u>	<u>30.1</u>
BUDGET:				
Employee Services	1,271,660	1,176,569	1,471,160	1,458,465
Maintenance & Operations	499,657	448,733	532,255	530,800
Internal Service Charges	471,326	432,400	591,475	506,050
Allocations (Net)	93,168	172,002	104,760	144,330
Total Budget	<u>2,335,810</u>	<u>2,229,703</u>	<u>2,699,650</u>	<u>2,639,645</u>



**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Line Item Detail**

		<u>2014-15 ACTUAL</u>	<u>2015-16 ACTUAL</u>	<u>2016-17 REVISED</u>	<u>2017-18 BUDGET</u>
001-102 COMMUNITY SERVICES/RECREATION					
5001	REGULAR FULL-TIME	362,274	350,230	490,815	503,445
5003	REGULAR PART-TIME	133,829	131,904	131,565	131,565
5004	TEMPORARY PART-TIME	402,771	331,610	414,435	381,500
5020	OVERTIME	33,836	29,874	18,000	18,000
5025	OTHER EMPLOYEE OVERHEAD	96,748	29,007	33,480	32,770
5026	PERS-NORMAL COST	137,537	166,958	210,085	72,510
5029	PERS-UNFUNDED LIABILITY	0	0	0	138,875
5027	MEDICAL	71,936	84,378	103,230	103,550
5028	WORKERS' COMPENSATION	25,082	44,577	53,090	57,785
5030	FLEXIBLE BENEFITS	7,646	8,031	16,460	18,465
TOTAL, EMPLOYEE SERVICES		1,271,660	1,176,569	1,471,160	1,458,465
5101	OFFICE/OPERATING SUPPLIES	91,472	69,107	88,990	83,990
5126	MAINTENANCE OF EQUIPMENT	1,346	1,897	8,380	8,380
5131	PROFESSIONAL SERVICES/CONTRACTS	193,829	196,954	158,685	176,375
5160	TRAINING AND MEETINGS	955	1,292	2,400	1,900
5161	MILEAGE REIMBURSEMENT	277	0	0	0
5162	DUES AND SUBSCRIPTIONS	8,557	9,033	7,525	7,875
5166	OTHER DUPLICATING	126	292	250	250
5167	ADVERTISING AND PRINTING	35,785	39,882	51,500	51,235
5170	UTILITIES	114,041	86,533	169,300	154,570
5173	OTHER TELEPHONE	3,052	2,331	2,240	2,240
5190	OTHER EXPENSE	45,031	36,227	37,800	38,800
5525	LOAN PRINCIPAL EXPENSE	5,185	5,185	5,185	5,185
TOTAL, M & O		499,657	448,733	532,255	530,800
5125	BUILDING MAINTENANCE	293,041	265,650	376,300	328,605
5164	FLEET SERVICES	21,530	21,960	24,215	22,120

**CITY OF ESCONDIDO
 FY 2017-18 Operating Budget
 Line Item Detail**

		<u>2014-15</u> <u>ACTUAL</u>	<u>2015-16</u> <u>ACTUAL</u>	<u>2016-17</u> <u>REVISED</u>	<u>2017-18</u> <u>BUDGET</u>
001-102 COMMUNITY SERVICES/RECREATION					
5165	DUPLICATING	34,175	37,060	35,005	19,005
5172	TELECOMMUNICATIONS	31,245	26,975	32,130	34,600
5175	MAIL SERVICES	0	0	2,150	2,545
5178	OFFICE AUTOMATION	28,345	28,185	43,965	41,700
5183	INSURANCE	62,990	52,570	77,710	57,475
TOTAL, INTERNAL SERVICE CHARGES		471,326	432,400	591,475	506,050
SUBTOTAL, COMMUNITY SERVICES/RECREATION		2,242,642	2,057,702	2,594,890	2,495,315
5901	ALLOCATED IN	174,905	179,225	231,195	172,260
5902	ALLOCATED OUT	(81,737)	(7,223)	(126,435)	(27,930)
TOTAL, COMMUNITY SERVICES/RECREATION		2,335,810	2,229,703	2,699,650	2,639,645



**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

LIBRARY



DESCRIPTION

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 172,00 items in print, audio, and digital formats. Community members enjoy a wide selection of

fiction and non-fiction books, magazines, CDs, DVDs, eBooks, eMagazines, audio books, and premium online subscription resources for research or 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 at library.escondido.org.

Programs for children include story times to promote early literacy, resources to 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

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.

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

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.

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. In 2016, volunteers provided more than 29,000 hours of community service.

DEPARTMENT PRIORITIES

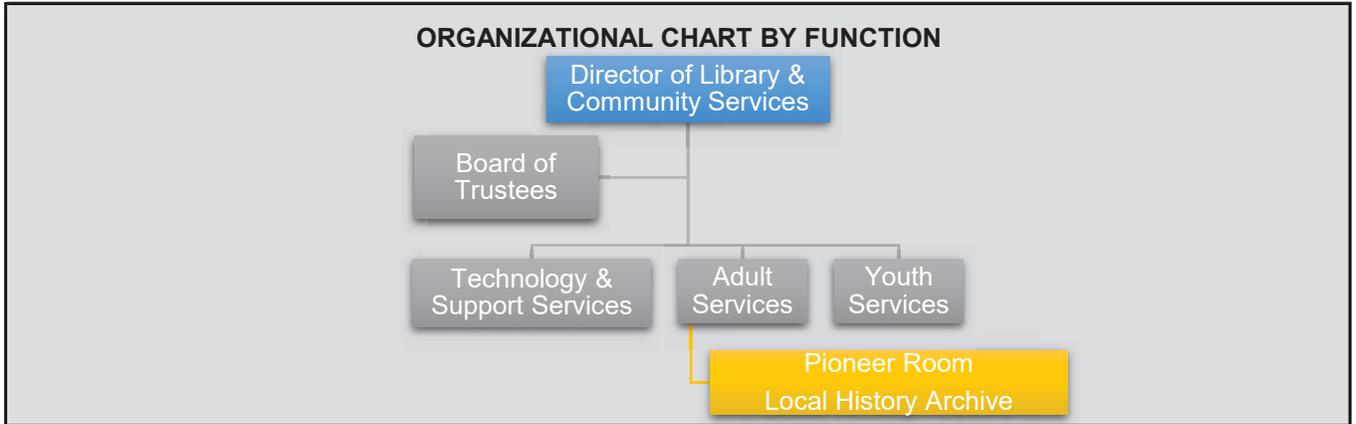
- Procure and install Library Radio Frequency Identification (RFID) system components for inventory control, materials security, check-in and check-out efficiencies, patron self-check-out, and patron self-sufficiency in managing accounts
- Procure and install an Automated Materials Handling (AMH) system to create efficiencies for materials check-in, sorting, and faster return of items for the next user
- Increase library use of by enhancing circulating collections with new and popular print and digital materials

MAJOR BUDGET IMPACTS

- Increase in employee services due to increased PERS costs and reclassing a temporary part-time graphics technician to a regular full-time position
- Increase in M & O primarily due to added cost for integrated library system maintenance
- Decrease in internal service charges, primarily office automation and insurance charges
- Allocations in/out of Recreation department have been eliminated

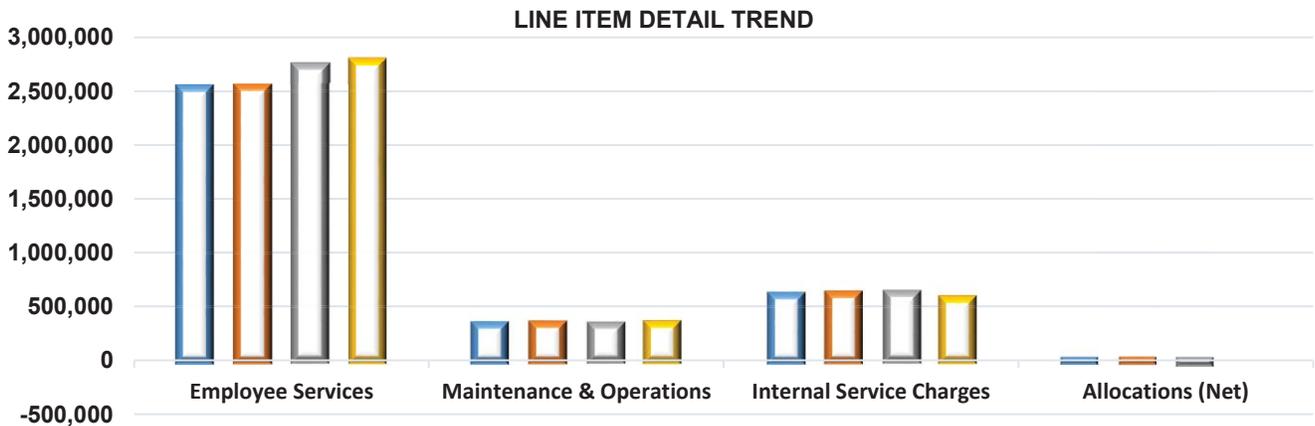
**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

LIBRARY



BUDGET SUMMARY

	2014-15 Actual	2015-16 Actual	2016-17 Revised	2017-18 Budget
STAFFING:				
Regular Full-Time	24.0	24.0	24.0	24.0
Regular Part-Time (FTE)	0.8	0.8	0.8	1.5
Temporary Part-Time (FTE)	18.9	19.2	17.5	15.6
Department Total	<u>43.7</u>	<u>44.0</u>	<u>42.3</u>	<u>41.1</u>
BUDGET:				
Employee Services	2,523,384	2,528,668	2,728,640	2,767,315
Maintenance & Operations	328,768	336,334	316,805	335,315
Internal Service Charges	601,175	613,720	615,080	567,425
Allocations (Net)	<u>(4,500)</u>	<u>(5,615)</u>	<u>(23,060)</u>	<u>0</u>
Total Budget	<u>3,448,827</u>	<u>3,473,107</u>	<u>3,637,465</u>	<u>3,670,055</u>



■ 2014-15 ACTUAL
 ■ 2015-16 ACTUAL
 ■ 2016-17 REVISED
 ■ 2017-18 BUDGET

CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Line Item Detail

		<u>2014-15</u> <u>ACTUAL</u>	<u>2015-16</u> <u>ACTUAL</u>	<u>2016-17</u> <u>REVISED</u>	<u>2017-18</u> <u>BUDGET</u>
001-104	LIBRARY				
5001	REGULAR FULL-TIME	1,416,123	1,388,950	1,488,935	1,507,145
5003	REGULAR PART TIME	39,279	40,451	40,075	79,215
5004	TEMPORARY PART-TIME	377,650	384,652	350,225	311,700
5020	OVERTIME	3,181	538	1,500	1,500
5025	OTHER EMPLOYEE OVERHEAD	183,822	62,733	63,080	64,980
5026	PERS-NORMAL COST	317,833	414,822	480,145	161,710
5029	PERS-UNFUNDED LIABILITY	0	0	0	340,535
5027	MEDICAL	145,807	195,690	249,565	248,600
5028	WORKERS' COMPENSATION	11,460	14,209	27,435	24,160
5030	FLEXIBLE BENEFITS	28,230	26,623	27,680	27,770
	TOTAL, EMPLOYEE SERVICES	2,523,384	2,528,668	2,728,640	2,767,315
5101	OFFICE/OPERATING SUPPLIES	27,977	53,103	31,000	26,400
5126	MAINTENANCE OF EQUIPMENT	97,226	62,358	76,360	103,235
5131	PROFESSIONAL SERVICES/CONTRACTS	6,109	23,396	24,005	24,200
5159	OTHER MAIL	2,780	2,691	3,500	2,000
5160	TRAINING AND MEETINGS	0	679	150	150
5162	DUES AND SUBSCRIPTIONS	6,570	7,220	7,200	7,325
5163	AUTO ALLOWANCE	5,130	5,164	5,100	5,100
5166	OTHER DUPLICATING	609	113	2,000	2,000
5167	ADVERTISING AND PRINTING	252	0	1,200	1,200
5170	UTILITIES	158,821	160,136	146,545	137,900
5173	OTHER TELEPHONE	1,873	1,020	745	1,015
5190	OTHER EXPENSE	1,722	2,000	1,000	5,500
5193	SOFTWARE	19,698	18,455	18,000	19,290
	TOTAL, M & O	328,768	336,334	316,805	335,315
5125	BUILDING MAINTENANCE	244,130	235,900	240,835	252,775

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Line Item Detail**

		<u>2014-15 ACTUAL</u>	<u>2015-16 ACTUAL</u>	<u>2016-17 REVISED</u>	<u>2017-18 BUDGET</u>
001-104	LIBRARY				
5164	FLEET SERVICES	14,230	14,230	10,710	9,780
5165	DUPLICATING	23,985	16,350	18,020	20,365
5172	TELECOMMUNICATIONS	23,885	27,410	31,080	31,120
5178	OFFICE AUTOMATION	214,570	217,770	209,060	173,500
5183	INSURANCE	80,375	102,060	105,375	79,885
	TOTAL, INTERNAL SERVICE CHARGES	601,175	613,720	615,080	567,425
	SUBTOTAL, LIBRARY	3,453,327	3,478,722	3,660,525	3,670,055
5901	ALLOCATED IN	44,425	45,140	46,400	0
5902	ALLOCATED OUT	(48,925)	(50,755)	(69,460)	0
	TOTAL, LIBRARY	3,448,827	3,473,107	3,637,465	3,670,055



**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

OLDER ADULT SERVICES



DESCRIPTION

Older Adult Services and the Senior Nutrition Center are two separate divisions of the Community Services Department. With an over-arching goal of providing services and programs for older adults, the two divisions function interdependently and operate out of the Park Avenue Community Center (PACC), facilitating the Center's use for senior services as well as varying types of Recreation division programs and other local agency uses.

DEPARTMENT PRIORITIES

- Provide a welcoming and safe environment where older adults can

participate in life-long learning instruction that impacts their daily lives

- Offer programs that provide socialization opportunities for those older adults who may not have friends or family to maintain a healthy balance between their nutrition and mental health
- Coordinate and provide space for other agency involvement, such as the Senior Service Council Escondido, OASIS, and Escondido Senior Enterprises
- Facilitate room rentals for the community and independent organizations, which generate revenues

MAJOR BUDGET IMPACTS

- Increase in employee services primarily due to an increase in temporary part-time staff
- Decrease in the amount projected for utilities
- Increase in internal service charges, primarily building maintenance charges

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

- Eliminated the amount allocated in from the Recreation department and added allocation out to CDBG Capital Projects

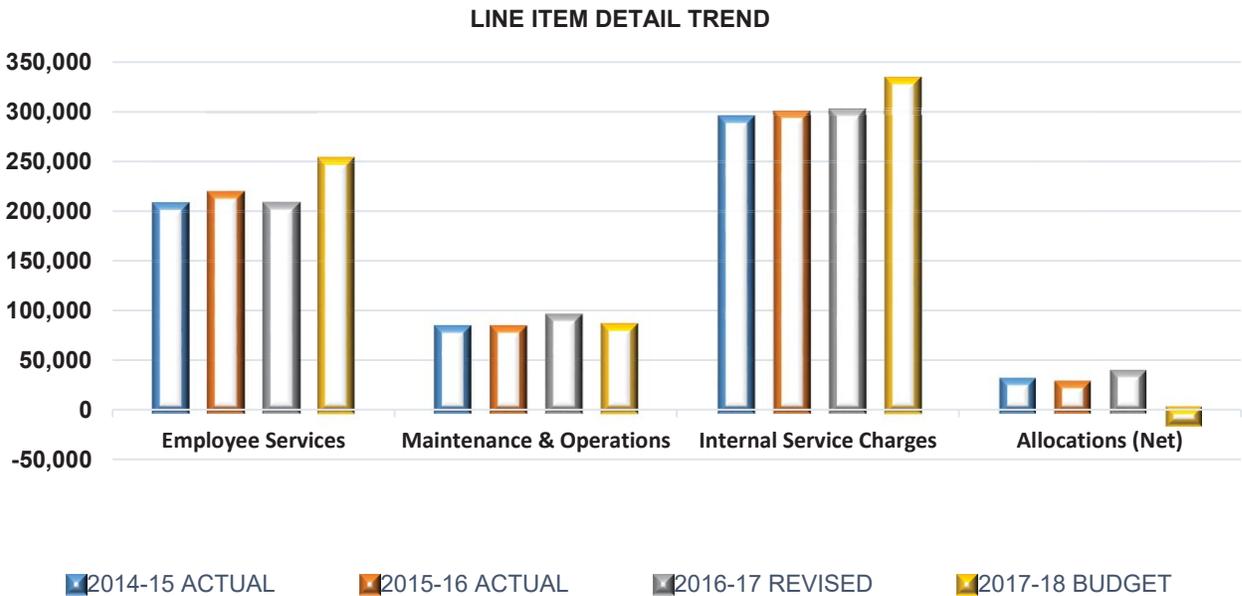
**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

OLDER ADULT SERVICES



BUDGET SUMMARY

	2014-15 Actual	2015-16 Actual	2016-17 Revised	2017-18 Budget
STAFFING:				
Regular Full-Time	2.0	2.0	2.0	2.0
Temporary Part-Time (FTE)	1.4	1.4	1.8	3.6
Department Total	<u>3.4</u>	<u>3.4</u>	<u>3.8</u>	<u>5.6</u>
BUDGET:				
Employee Services	204,928	215,812	204,980	250,180
Maintenance & Operations	81,762	81,443	92,805	83,165
Internal Service Charges	292,170	296,585	298,975	330,530
Allocations (Net)	28,905	25,638	36,590	(13,000)
Total Budget	<u>607,765</u>	<u>619,478</u>	<u>633,350</u>	<u>650,875</u>



**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Line Item Detail**

		<u>2014-15 ACTUAL</u>	<u>2015-16 ACTUAL</u>	<u>2016-17 REVISED</u>	<u>2017-18 BUDGET</u>
001-105	OLDER ADULT SERVICES				
5001	REGULAR FULL-TIME	118,618	123,187	107,900	111,160
5003	REGULAR PART-TIME	0	2,124	0	0
5004	TEMPORARY PART-TIME	28,541	28,608	35,360	72,535
5025	OTHER EMPLOYEE OVERHEAD	15,530	5,711	5,270	5,965
5026	PERS-NORMAL COST	25,114	35,119	33,235	11,325
5029	PERS-UNFUNDED LIABILITY	0	0	0	24,570
5027	MEDICAL	11,981	15,384	10,825	10,855
5028	WORKERS' COMPENSATION	952	1,467	10,290	11,605
5030	FLEXIBLE BENEFITS	4,193	4,212	2,100	2,165
	TOTAL, EMPLOYEE SERVICES	204,928	215,812	204,980	250,180
5101	OFFICE/OPERATING SUPPLIES	6,198	5,905	7,500	7,500
5126	MAINTENANCE OF EQUIPMENT	139	60	950	950
5131	PROFESSIONAL SERVICES/CONTRACTS	6,978	7,026	8,340	8,190
5160	TRAINING AND MEETINGS	100	265	1,200	1,200
5162	DUES AND SUBSCRIPTIONS	614	614	865	865
5170	UTILITIES	58,744	59,643	65,820	56,330
5173	OTHER TELEPHONE	0	0	200	200
5194	MINOR OFFICE EQUIPMENT	1,057	0	0	0
5525	LOAN PRINCIPAL EXPENSE	7,931	7,931	7,930	7,930
	TOTAL, M & O	81,762	81,443	92,805	83,165
5125	BUILDING MAINTENANCE	256,275	258,100	255,375	287,005
5165	DUPLICATING	10,815	8,655	9,530	10,375
5172	TELECOMMUNICATIONS	9,365	11,020	12,320	12,705
5175	MAIL SERVICES	735	670	655	330
5178	OFFICE AUTOMATION	6,685	6,710	9,245	9,655
5183	INSURANCE	8,295	11,430	11,850	10,460

**CITY OF ESCONDIDO
 FY 2017-18 Operating Budget
 Line Item Detail**

	<u>2014-15 ACTUAL</u>	<u>2015-16 ACTUAL</u>	<u>2016-17 REVISED</u>	<u>2017-18 BUDGET</u>
001-105 OLDER ADULT SERVICES				
TOTAL, INTERNAL SERVICE CHARGES	292,170	296,585	298,975	330,530
SUBTOTAL, OLDER ADULT SERVICES	578,860	593,840	596,760	663,875
5901 ALLOCATED IN	34,775	36,590	36,590	0
5902 ALLOCATED OUT	(5,870)	(10,952)	0	(13,000)
TOTAL, OLDER ADULT SERVICES	607,765	619,478	633,350	650,875



**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

SENIOR NUTRITION CENTER



DESCRIPTION

Older Adult Services and the Senior Nutrition Center are two separate divisions of the Community Services Department. With an over-arching goal of providing services and programs for older adults, the two divisions function interdependently and operate out of the Park Avenue Community Center (PACC), facilitating the Center's use for senior services as well as varying types of Recreation division programs and other local agency uses.

DEPARTMENT PRIORITIES

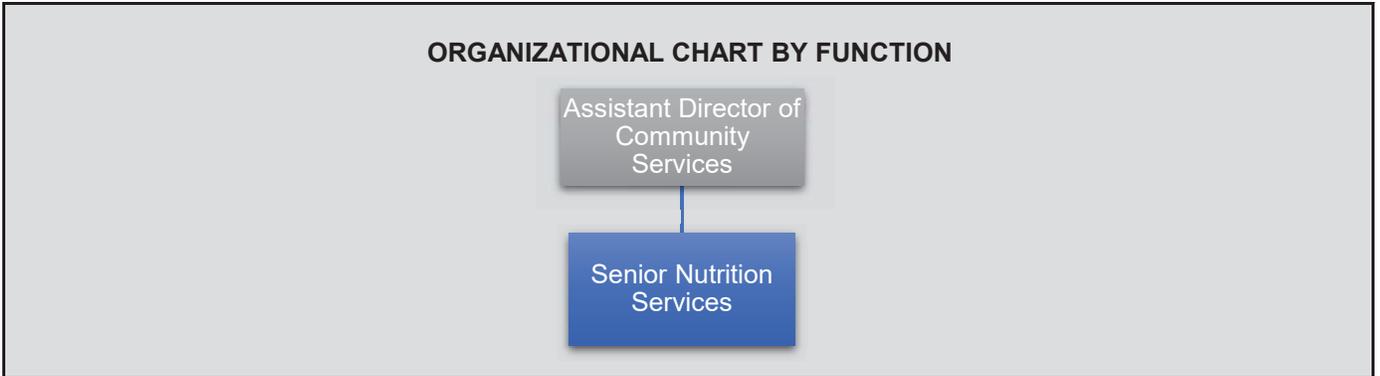
- Throughout the year, Monday through Friday, this division provides a nutrition program for low to moderate income adults, 60 years and older, can obtain a nutritious, well-balanced meal
- Provide transportation for older adults to access the nutrition program and other senior services to encourage the maintenance of both physical and mental health for the senior population
- Develop partnerships that benefit the older adult community

MAJOR BUDGET IMPACTS

- Decrease in the amount projected for meal & delivery and transportation contracts
- Eliminated allocation in from the Recreation department and decreased amount allocated out to CDBG capital projects

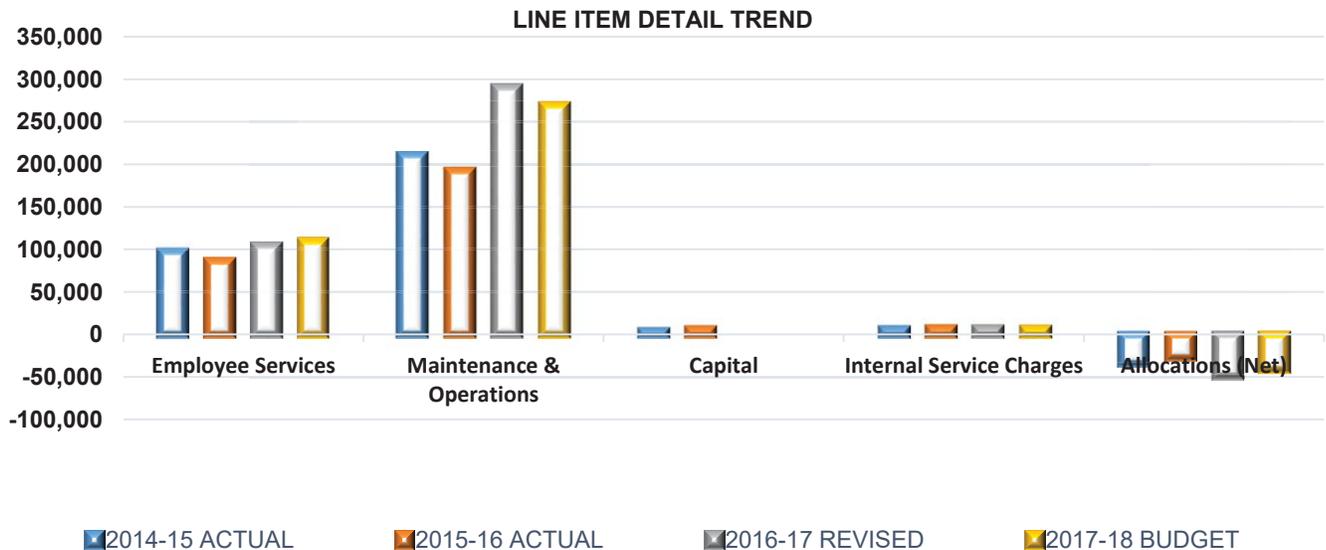
**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

SENIOR NUTRITION CENTER



BUDGET SUMMARY

	2014-15 Actual	2015-16 Actual	2016-17 Revised	2017-18 Budget
STAFFING:				
Regular Full-Time	1.0	1.0	1.0	1.0
Temporary Part-Time (FTE)	0.5	0.6	0.6	0.6
Department Total	<u>1.5</u>	<u>1.6</u>	<u>1.6</u>	<u>1.6</u>
BUDGET:				
Employee Services	97,180	86,258	104,515	109,970
Maintenance & Operations	210,156	191,988	290,375	268,965
Capital	4,397	6,741	0	0
Internal Service Charges	6,490	7,660	7,780	7,380
Allocations (Net)	(34,027)	(27,377)	(50,055)	(42,115)
Total Budget	<u>284,196</u>	<u>265,270</u>	<u>352,615</u>	<u>344,200</u>



**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Line Item Detail**

		<u>2014-15 ACTUAL</u>	<u>2015-16 ACTUAL</u>	<u>2016-17 REVISED</u>	<u>2017-18 BUDGET</u>
001-107	SENIOR NUTRITION CENTER				
5001	REGULAR FULL-TIME	61,375	51,484	63,515	63,515
5004	TEMPORARY PART-TIME	10,548	11,159	11,770	11,770
5025	OTHER EMPLOYEE OVERHEAD	7,515	3,165	3,275	2,400
5026	PERS-NORMAL COST	13,365	14,872	19,565	6,470
5029	PERS-UNFUNDED LIABILITY	0	0	0	14,040
5027	MEDICAL	3,907	5,080	5,410	10,855
5028	WORKERS' COMPENSATION	464	497	980	920
5030	FLEXIBLE BENEFITS	6	0	0	0
	TOTAL, EMPLOYEE SERVICES	97,180	86,258	104,515	109,970
5101	OFFICE/OPERATING SUPPLIES	9,297	7,951	5,175	9,720
5126	MAINTENANCE OF EQUIPMENT	1,757	1,792	3,700	3,700
5131	PROFESSIONAL SERVICES/CONTRACTS	195,504	178,286	276,850	250,765
5160	TRAINING AND MEETINGS	0	0	800	800
5190	OTHER EXPENSE	3,599	3,959	3,850	3,980
	TOTAL, M & O	210,156	191,988	290,375	268,965
5209	OTHER CAPITAL OUTLAY	4,397	6,741	0	0
	TOTAL, CAPITAL	4,397	6,741	0	0
5172	TELECOMMUNICATIONS	2,960	3,480	3,080	3,175
5178	OFFICE AUTOMATION	1,340	1,340	1,335	1,395
5183	INSURANCE	2,190	2,840	3,365	2,810
	TOTAL, INTERNAL SERVICE CHARGES	6,490	7,660	7,780	7,380
	SUBTOTAL, SENIOR NUTRITION CENTER	318,223	292,647	402,670	386,315
5901	ALLOCATED IN	0	0	19,445	0
5902	ALLOCATED OUT	(34,027)	(27,377)	(69,500)	(42,115)
	TOTAL, SENIOR NUTRITION CENTER	284,196	265,270	352,615	344,200



CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary

PLANNING



DESCRIPTION

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.

PROGRAM ACTIVITIES:

The Planning Division of the Community Development Department 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:

- Historic Preservation Commission
- 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.

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

- 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

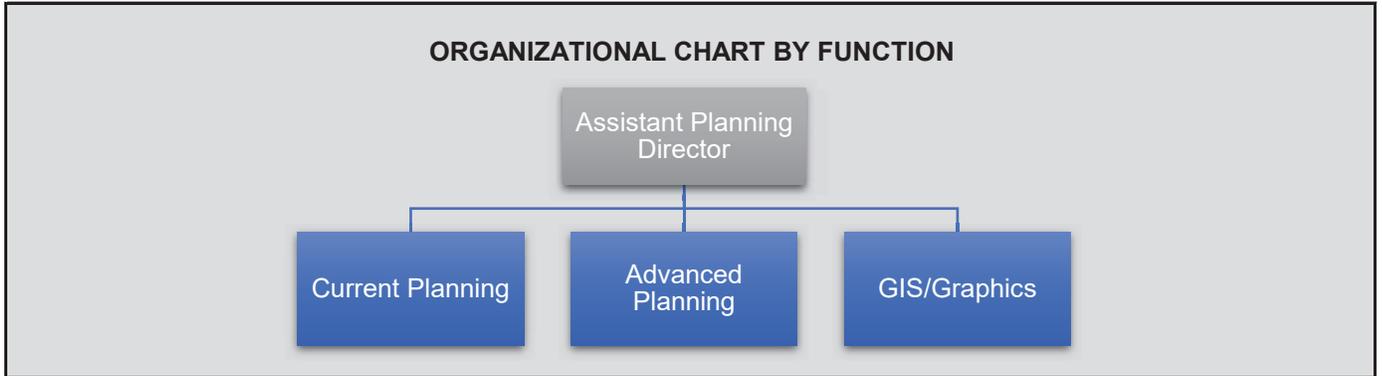
- Process land use entitlements
- Maintain and amend the General Plan and Zoning Code
- Process environmental clearance for private projects, City Capital Improvement Programs and other public projects
- Continue the comprehensive update of the City's General Plan
- Participate in special planning projects, including annexations, census, staffing boards, commissions and SANDAG
- Provide assistance to other departments for preparation of various Master Plans and Economic Development programs

MAJOR BUDGET IMPACTS

- Increase in employee services primarily due to salary increases, temporary part-time department specialist moved from the Code Enforcement department, and PERS cost increases
- Increase in M & O primarily due to increase in contract consultant services, which is offset by project applicant revenue
- Decrease in internal service charges, primarily building maintenance
- Decrease in allocations out due to elimination of allocation out to the Housing department resulting from promotion of Director of Community Development to the City Manager's office

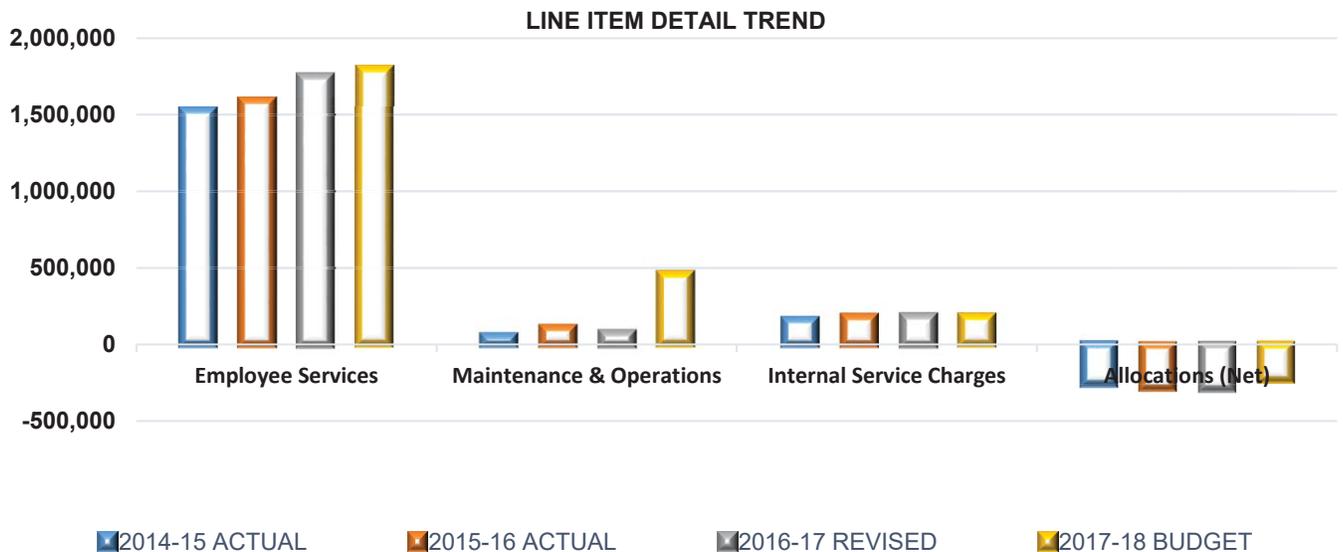
**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

PLANNING



BUDGET SUMMARY

	2014-15 Actual	2015-16 Actual	2016-17 Revised	2017-18 Budget
STAFFING:				
Regular Full-Time	14.0	14.0	15.0	15.0
Regular Part-Time (FTE)	0.5	0.5	0.5	0.5
Temporary Part-Time (FTE)	0.3	0.1	0.1	0.9
Department Total	<u>14.8</u>	<u>14.6</u>	<u>15.6</u>	<u>16.4</u>
BUDGET:				
Employee Services	1,522,802	1,588,685	1,750,375	1,795,345
Maintenance & Operations	55,327	108,044	76,805	455,450
Internal Service Charges	160,470	181,275	187,500	180,125
Allocations (Net)	<u>(258,698)</u>	<u>(283,865)</u>	<u>(291,600)</u>	<u>(229,620)</u>
Total Budget	<u>1,479,901</u>	<u>1,594,140</u>	<u>1,723,080</u>	<u>2,201,300</u>



CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Line Item Detail

		<u>2014-15</u> <u>ACTUAL</u>	<u>2015-16</u> <u>ACTUAL</u>	<u>2016-17</u> <u>REVISED</u>	<u>2017-18</u> <u>BUDGET</u>
001-200 PLANNING					
5001	REGULAR FULL-TIME	984,299	1,028,023	1,067,410	1,084,390
5003	REGULAR PART-TIME	17,055	24,573	23,955	25,150
5004	TEMPORARY PART-TIME	6,341	1,775	1,600	17,800
5020	OVERTIME	0	1,209	2,000	2,000
5025	OTHER EMPLOYEE OVERHEAD	128,289	36,210	36,440	37,195
5026	PERS-NORMAL COST	213,044	278,240	336,145	113,060
5029	PERS-UNFUNDED LIABILITY	0	0	0	243,870
5027	MEDICAL	118,182	147,356	178,540	171,080
5028	WORKERS' COMPENSATION	19,591	38,224	65,530	61,590
5030	FLEXIBLE BENEFITS	36,001	33,075	38,755	39,210
TOTAL, EMPLOYEE SERVICES		1,522,802	1,588,685	1,750,375	1,795,345
5101	OFFICE/OPERATING SUPPLIES	8,475	7,068	8,800	9,300
5126	MAINTENANCE OF EQUIPMENT	4,203	3,529	4,400	4,900
5131	PROFESSIONAL SERVICES/CONTRACTS	13,824	68,281	30,050	404,250
5160	TRAINING AND MEETINGS	1,443	1,614	2,000	6,000
5161	MILEAGE REIMBURSEMENT	0	0	500	500
5162	DUES AND SUBSCRIPTIONS	2,975	2,968	3,000	3,000
5163	AUTO ALLOWANCE	5,130	5,223	5,100	5,100
5167	ADVERTISING AND PRINTING	9,531	10,232	10,000	10,000
5173	OTHER TELEPHONE	1,048	950	1,500	1,500
5193	SOFTWARE	8,699	8,180	7,915	8,400
5194	MINOR OFFICE EQUIPMENT	0	0	3,540	2,500
TOTAL, M & O		55,327	108,044	76,805	455,450
5125	BUILDING MAINTENANCE	65,210	76,275	79,865	68,955
5164	FLEET SERVICES	3,115	3,115	3,515	3,125
5165	DUPLICATING	28,020	23,040	20,025	24,030

**CITY OF ESCONDIDO
 FY 2017-18 Operating Budget
 Line Item Detail**

	<u>2014-15 ACTUAL</u>	<u>2015-16 ACTUAL</u>	<u>2016-17 REVISED</u>	<u>2017-18 BUDGET</u>
001-200 PLANNING				
5172 TELECOMMUNICATIONS	6,010	7,055	8,130	8,095
5175 MAIL SERVICES	9,985	15,605	18,740	18,995
5178 OFFICE AUTOMATION	30,585	29,365	29,150	31,820
5183 INSURANCE	17,545	26,820	28,075	25,105
TOTAL, INTERNAL SERVICE CHARGES	160,470	181,275	187,500	180,125
SUBTOTAL, PLANNING	1,738,599	1,878,005	2,014,680	2,430,920
5902 ALLOCATED OUT	(258,698)	(283,865)	(291,600)	(229,620)
TOTAL, PLANNING	1,479,901	1,594,140	1,723,080	2,201,300



CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary

CODE ENFORCEMENT



DESCRIPTION

The Code Enforcement Division performs a variety of technical duties in support of the city's code enforcement 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

Enforcement 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 enforcement 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 Enforcement also manages the City's business license services and provides information on City regulations to property owners, residents, businesses, the general public, and other City departments and divisions.

Did you know?

- On any given day, the Code Enforcement Division will have over 600 active cases
- Graffiti cases saw the greatest increase last year with a 98% increase over the previous year
- The number of active business licenses has slightly increased each year for the past five years to 9,713 in 2016

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

DEPARTMENT PRIORITIES

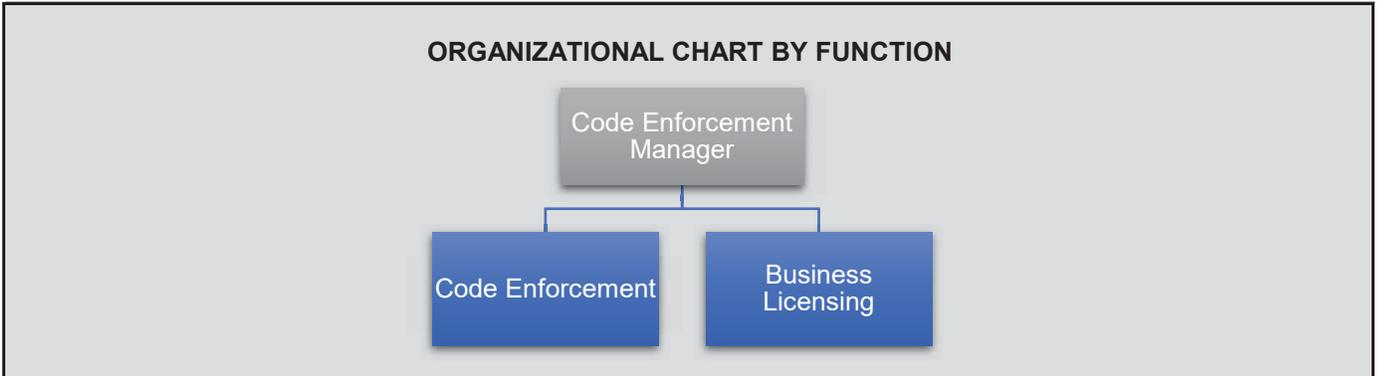
- Responsible for the protection of life, health, safety and property through the enforcement of codes and standards for maintenance and regulation of property
- Process applications, approvals, renewals and issuances of business licenses for businesses operating within the City of Escondido
- Enforce Title 25 in all mobilehome parks located within the City of Escondido
- Responsible for identifying and reporting graffiti throughout the City
- Implements the City Council Action Plan pertaining to image and appearance
- Assists the Police Department as part of the Neighborhood Transformation Program

MAJOR BUDGET IMPACTS

- Increase in salaries and PERS costs
- Increase in internal service charges, primarily radio communication charges

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

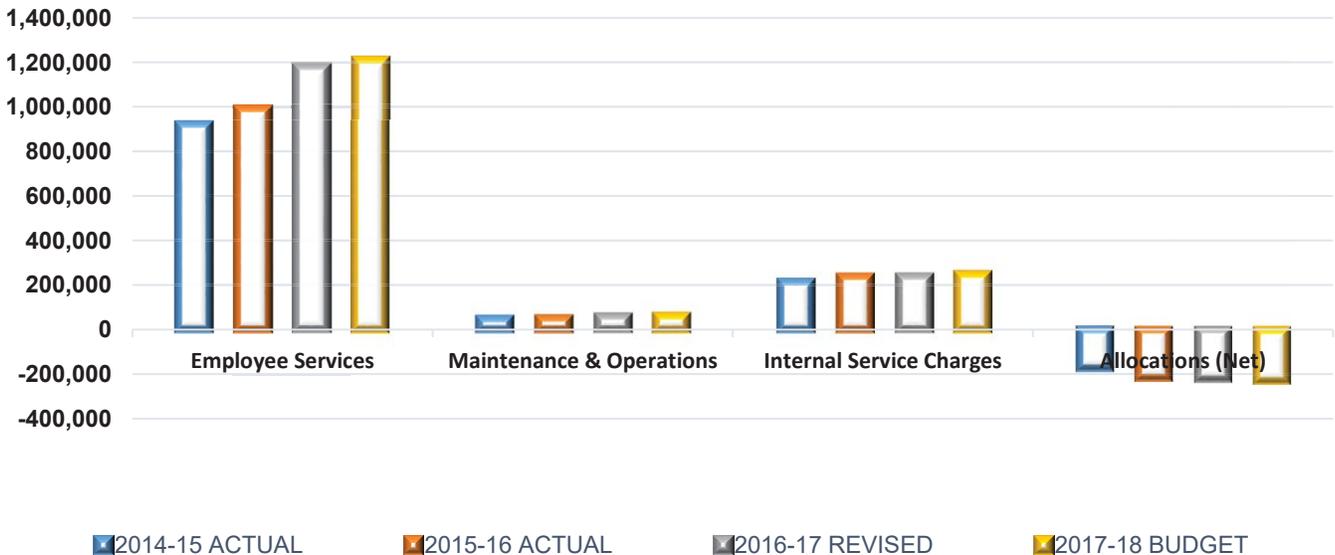
CODE ENFORCEMENT



BUDGET SUMMARY

	2014-15 Actual	2015-16 Actual	2016-17 Revised	2017-18 Budget
STAFFING:				
Regular Full-Time	10.0	11.0	11.0	11.0
Temporary Part-Time (FTE)	6.0	5.2	5.7	5.2
Department Total	<u>16.0</u>	<u>16.2</u>	<u>16.7</u>	<u>16.2</u>
BUDGET:				
Employee Services	920,839	992,159	1,179,810	1,210,615
Maintenance & Operations	48,352	51,278	59,570	63,610
Internal Service Charges	214,610	238,975	239,230	250,185
Allocations (Net)	<u>(174,660)</u>	<u>(217,080)</u>	<u>(221,860)</u>	<u>(229,375)</u>
Total Budget	<u>1,009,142</u>	<u>1,065,332</u>	<u>1,256,750</u>	<u>1,295,035</u>

LINE ITEM DETAIL TREND



CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Line Item Detail

		<u>2014-15</u> <u>ACTUAL</u>	<u>2015-16</u> <u>ACTUAL</u>	<u>2016-17</u> <u>REVISED</u>	<u>2017-18</u> <u>BUDGET</u>
001-250	CODE ENFORCEMENT				
5001	REGULAR FULL-TIME	522,845	560,817	654,245	682,355
5004	TEMPORARY PART-TIME	120,040	104,893	113,875	104,475
5020	OVERTIME	464	0	2,000	2,000
5025	OTHER EMPLOYEE OVERHEAD	73,260	27,737	29,300	29,535
5026	PERS-NORMAL COST	111,989	166,895	201,515	69,530
5029	PERS-UNFUNDED LIABILITY	0	0	0	149,145
5027	MEDICAL	53,451	62,677	86,995	86,315
5028	WORKERS' COMPENSATION	27,776	57,715	80,240	75,530
5030	FLEXIBLE BENEFITS	11,014	11,424	11,640	11,730
	TOTAL, EMPLOYEE SERVICES	920,839	992,159	1,179,810	1,210,615
5101	OFFICE/OPERATING SUPPLIES	12,623	14,486	12,200	12,200
5126	MAINTENANCE OF EQUIPMENT	924	1,599	3,000	3,000
5131	PROFESSIONAL SERVICES/CONTRACTS	1,536	2,981	10,115	10,115
5160	TRAINING AND MEETINGS	1,349	1,845	5,665	5,665
5162	DUES AND SUBSCRIPTIONS	719	1,420	1,850	1,850
5167	ADVERTISING AND PRINTING	134	403	2,000	2,000
5173	OTHER TELEPHONE	17,067	13,985	10,000	10,000
5193	SOFTWARE	14,000	14,560	12,740	13,780
5194	MINOR OFFICE EQUIPMENT	0	0	2,000	5,000
	TOTAL, M & O	48,352	51,278	59,570	63,610
5125	BUILDING MAINTENANCE	38,595	45,400	46,355	46,680
5164	FLEET SERVICES	49,800	49,800	50,285	52,465
5165	DUPLICATING	7,395	10,005	8,625	7,300
5172	TELECOMMUNICATIONS	4,810	5,645	6,500	6,475
5174	RADIO COMMUNICATIONS	6,715	4,365	6,140	18,585
5175	MAIL SERVICES	38,555	42,995	42,585	44,800
5178	OFFICE AUTOMATION	40,360	41,895	40,265	42,080

**CITY OF ESCONDIDO
 FY 2017-18 Operating Budget
 Line Item Detail**

		<u>2014-15 ACTUAL</u>	<u>2015-16 ACTUAL</u>	<u>2016-17 REVISED</u>	<u>2017-18 BUDGET</u>
001-250	CODE ENFORCEMENT				
5183	INSURANCE	28,380	38,870	38,475	31,800
	TOTAL, INTERNAL SERVICE CHARGES	214,610	238,975	239,230	250,185
	SUBTOTAL, CODE ENFORCEMENT	1,183,802	1,282,412	1,478,610	1,524,410
5902	ALLOCATED OUT	(174,660)	(217,080)	(221,860)	(229,375)
	TOTAL, CODE ENFORCEMENT	1,009,142	1,065,332	1,256,750	1,295,035



BUILDING



DESCRIPTION

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

Did you know?

- The Building Division processed 3,953 building permit applications in 2016 with a total permit valuation of \$69,637,374
- Building inspectors conducted 8,359 inspections in 2016 and our staff served 8,776 customers at our public counter

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

DEPARTMENT PRIORITIES

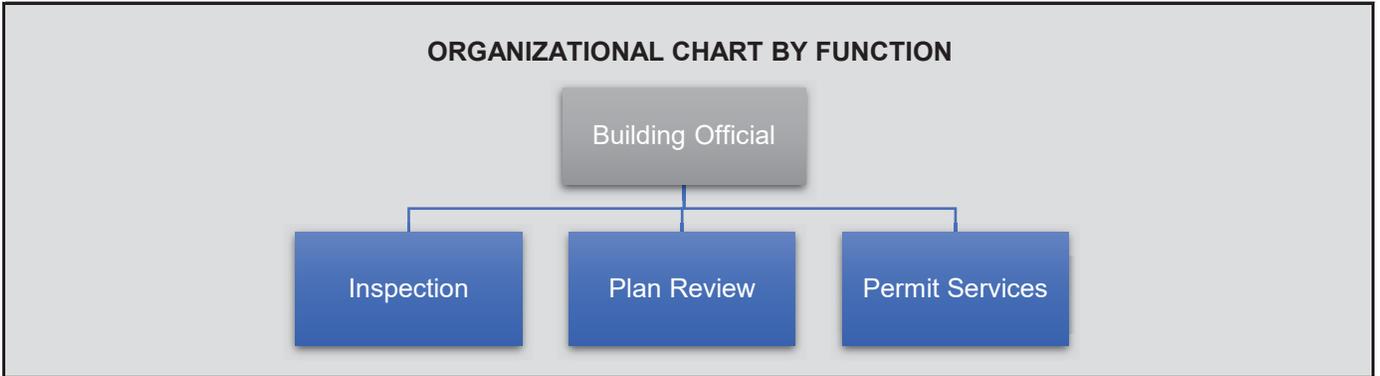
- Administer and enforce building codes that regulate the construction, use and maintenance of all buildings and structures within the City
- Review plans and related documents for buildings and structures to verify compliance with state and locally adopted codes and ordinances
- Inspect new construction,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

MAJOR BUDGET IMPACTS

- Increase in salaries and PERS costs
- Added M & O cost for CasP training and testing
- Increase in allocations out primarily due to increase in employee services

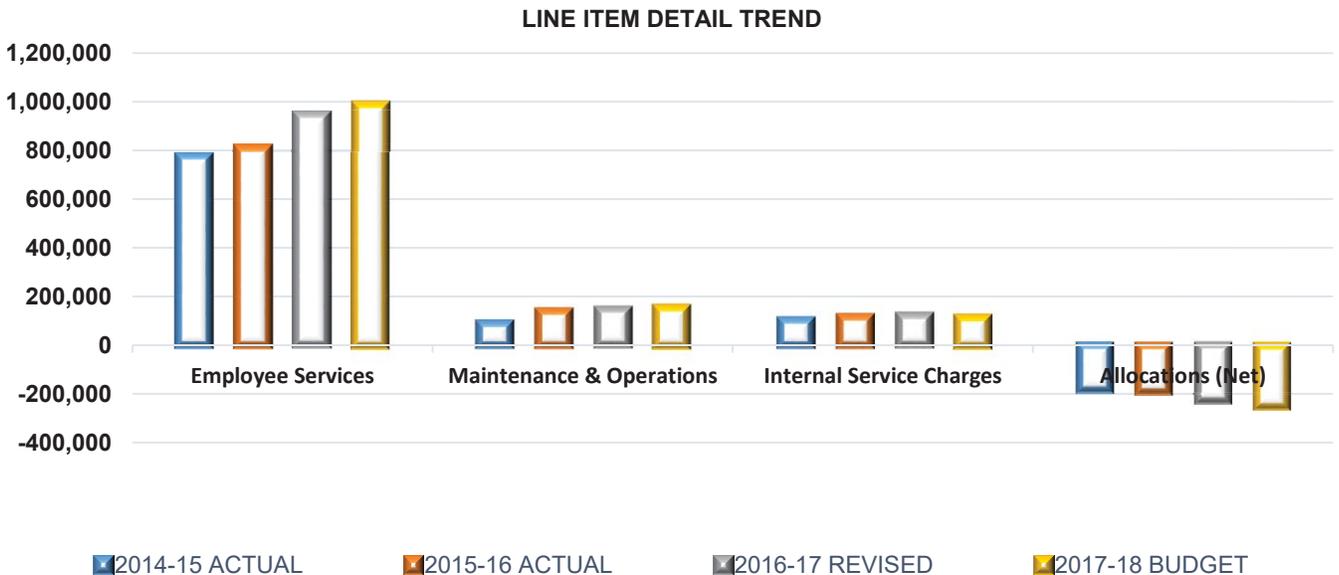
**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

BUILDING



BUDGET SUMMARY

	2014-15 Actual	2015-16 Actual	2016-17 Revised	2017-18 Budget
STAFFING:				
Regular Full-Time	7.0	7.0	8.0	8.0
Temporary Part-Time (FTE)	0.4	0.6	0.0	0.0
Department Total	<u>7.4</u>	<u>7.6</u>	<u>8.0</u>	<u>8.0</u>
BUDGET:				
Employee Services	773,603	809,367	946,140	988,050
Maintenance & Operations	90,818	139,636	145,665	157,040
Internal Service Charges	103,060	117,010	121,225	116,170
Allocations (Net)	<u>(184,670)</u>	<u>(190,600)</u>	<u>(228,660)</u>	<u>(252,250)</u>
Total Budget	<u>782,811</u>	<u>875,413</u>	<u>984,370</u>	<u>1,009,010</u>



CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Line Item Detail

		<u>2014-15</u> <u>ACTUAL</u>	<u>2015-16</u> <u>ACTUAL</u>	<u>2016-17</u> <u>REVISED</u>	<u>2017-18</u> <u>BUDGET</u>
001-300 BUILDING					
5001	REGULAR FULL-TIME	509,864	509,759	587,880	618,575
5004	TEMPORARY PART-TIME	7,046	12,108	0	0
5020	OVERTIME	850	2,910	5,000	5,000
5025	OTHER EMPLOYEE OVERHEAD	62,866	17,522	19,100	20,535
5026	PERS-NORMAL COST	104,870	146,030	181,075	63,035
5029	PERS-UNFUNDED LIABILITY	0	0	0	134,630
5027	MEDICAL	63,845	84,671	101,810	92,940
5028	WORKERS' COMPENSATION	12,102	23,919	38,820	38,255
5030	FLEXIBLE BENEFITS	12,159	12,448	12,455	15,080
TOTAL, EMPLOYEE SERVICES		773,603	809,367	946,140	988,050
5101	OFFICE/OPERATING SUPPLIES	5,693	7,232	7,800	7,800
5126	MAINTENANCE OF EQUIPMENT	2,670	3,054	3,300	3,300
5131	PROFESSIONAL SERVICES/CONTRACTS	68,733	115,171	116,200	116,200
5160	TRAINING AND MEETINGS	1,414	2,858	2,700	11,600
5162	DUES AND SUBSCRIPTIONS	590	710	1,950	1,950
5167	ADVERTISING AND PRINTING	187	166	1,500	1,500
5173	OTHER TELEPHONE	4,532	3,167	4,300	4,300
5193	SOFTWARE	7,000	7,280	5,915	6,340
5194	MINOR OFFICE EQUIPMENT	0	0	2,000	4,050
TOTAL, M & O		90,818	139,636	145,665	157,040
5125	BUILDING MAINTENANCE	40,265	47,340	48,460	43,115
5164	FLEET SERVICES	22,175	22,175	22,735	23,285
5165	DUPLICATING	5,485	5,735	7,655	9,200
5172	TELECOMMUNICATIONS	3,605	4,230	4,875	4,855
5175	MAIL SERVICES	1,075	1,615	1,910	2,885
5178	OFFICE AUTOMATION	17,385	16,105	15,985	15,290

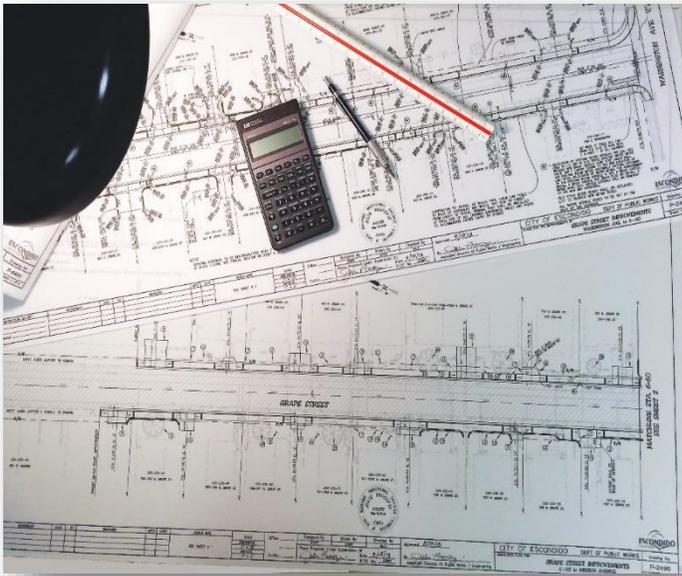
**CITY OF ESCONDIDO
 FY 2017-18 Operating Budget
 Line Item Detail**

	<u>2014-15 ACTUAL</u>	<u>2015-16 ACTUAL</u>	<u>2016-17 REVISED</u>	<u>2017-18 BUDGET</u>
001-300 BUILDING				
5183 INSURANCE	13,070	19,810	19,605	17,540
TOTAL, INTERNAL SERVICE CHARGES	103,060	117,010	121,225	116,170
SUBTOTAL, BUILDING	967,481	1,066,014	1,213,030	1,261,260
5902 ALLOCATED OUT	(184,670)	(190,600)	(228,660)	(252,250)
TOTAL, BUILDING	782,811	875,413	984,370	1,009,010



**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

ENGINEERING



DESCRIPTION

Engineering Services designs and manages construction of infrastructure improvement projects; provides plan review and construction inspection of private development projects; and oversees the City's inventory of real property assets. The Administrative Division three-member team is focused on fostering a collaborative work environment that encourages innovation and partnership.

DESIGN

The Design Division consists of three staff members responsible for in-house design, management of consultants, and bid procurement for a wide variety of Capital Improvement Projects. Designs recently completed include Jim Stone & Washington Pool Repair, Grape Day Park Play Equipment, East Valley Pkwy/Valley Center Road Widening, and Street Resurfacing. Nine other major projects are under design.

LAND DEVELOPMENT

The Land Development Division's primary goal is to provide efficient and streamlined review of every development project. The Division consists of four full-time and one part-time staff members responsible for review and preparation of conditions for planning applications; checking of maps, grading and improvement plans, and assisting 3,600 Engineering counter customers annually.

TRANSPORTATION

The Transportation Section manages the operation and improvement of 160 traffic signals, designs traffic safety improvements, reviews traffic studies for development projects, and provides staff support to the Transportation and Community Safety Commission. The Division consists of three full-time and one part-time Engineers that assist the public with more than 500 traffic-safety related requests per year. In addition, two new traffic signals and the Missing Link Bicycle Project are currently under design.

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

FIELD ENGINEERING

The Field Engineering Division is responsible for inspecting grading and construction of public improvements for land development, transportation and Capital Improvement Projects; issuing encroachment permits; and providing survey services.

REAL PROPERTY

The City's diverse real estate portfolio is regularly reviewed and strategically managed by the Real Property Division in order to ensure that assets are put to their highest and best uses, with an overriding objective of maximizing revenue and reducing the City's liability. The one full-time and one part-time staff members manage over 200 real property assets with over 70 leases, including telecommunications leases with some of the region's major wireless communications providers.

Did you know?

- Engineering staff have actively pursued funding to fill crucial infrastructure needs. Over the past three years, more than \$5.6 million in grant funding has been secured.
- During 2016, final engineering plans for 91 projects were reviewed and 40 projects were approved. The value of public improvements was more than \$20.7 million.
- During 2016, this nine-member team inspected 33 grading permits on 260 parcels Citywide, managed construction of 67 lane miles of pavement resurfacing and $\frac{3}{4}$ mile of sidewalk replacement, and issued/inspected 547 encroachment permits.

DEPARTMENT PRIORITIES

- Complete design of six major capital improvement projects
- Implement pavement management plan by resurfacing 5% of the City's streets
- Continue to streamline the development process through process improvements and pilot programs, such as the expedited plan check pilot program
- Provide timely and efficient construction inspection services for the \$20.8 million in public improvements currently under construction as a part of ongoing development projects throughout the City

MAJOR BUDGET IMPACTS

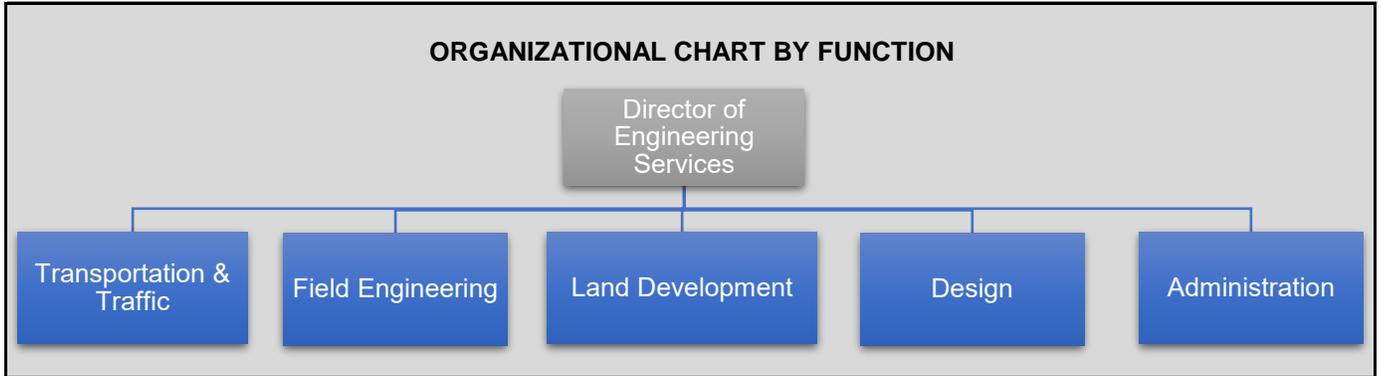
- Decrease in employee services due to reorganization of this department

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

- Increase in M & O is primarily due to moving real property related costs in from the City Manager's office
- Increase in internal service charges, primarily building maintenance, telecommunications, and insurance charges
- Decrease in allocations out to capital projects, landscape maintenance districts, building maintenance and fleet services due to reorganization of this department

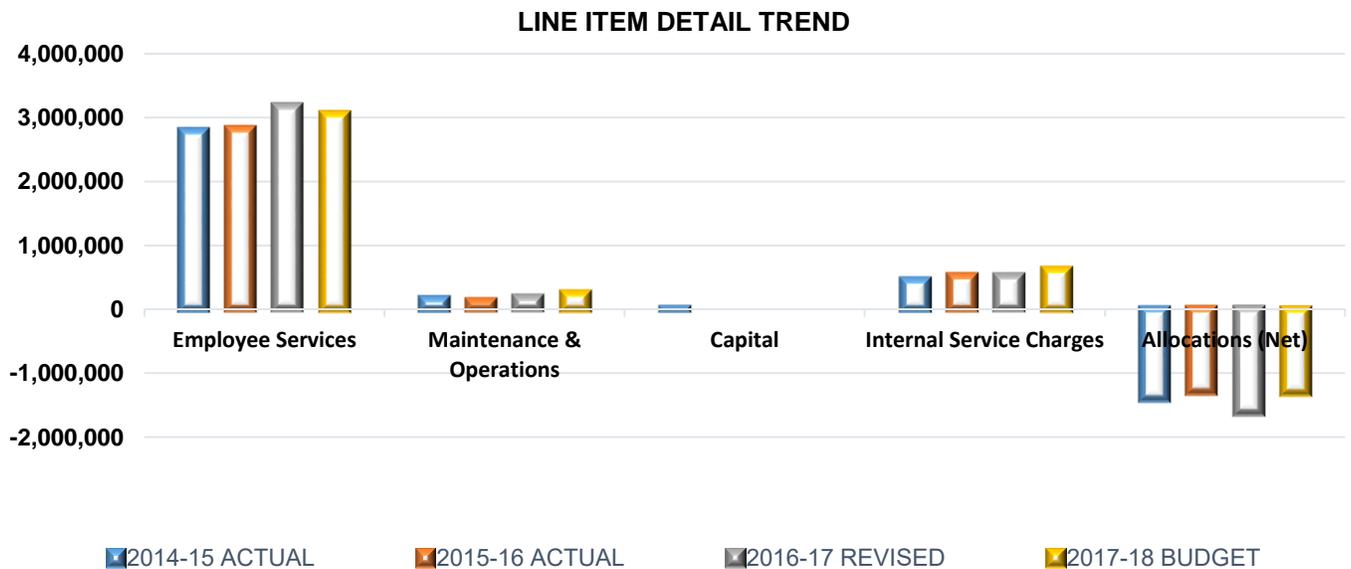
**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

ENGINEERING



BUDGET SUMMARY

	2014-15 Actual	2015-16 Actual	2016-17 Revised	2017-18 Budget
STAFFING:				
Regular Full-Time	23.0	24.0	24.0	23.0
Temporary Part-Time (FTE)	5.3	2.9	2.9	4.1
Department Total	<u>28.3</u>	<u>26.9</u>	<u>26.9</u>	<u>27.1</u>
BUDGET:				
Employee Services	2,775,254	2,803,650	3,169,465	3,045,760
Maintenance & Operations	159,419	124,244	178,780	249,530
Capital	350	0	0	0
Internal Service Charges	454,840	514,075	511,815	617,900
Allocations (Net)	<u>(1,404,763)</u>	<u>(1,295,798)</u>	<u>(1,623,730)</u>	<u>(1,303,200)</u>
Total Budget	1,985,100	2,146,171	2,236,330	2,609,990



CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Line Item Detail

	<u>2014-15</u> <u>ACTUAL</u>	<u>2015-16</u> <u>ACTUAL</u>	<u>2016-17</u> <u>REVISED</u>	<u>2017-18</u> <u>BUDGET</u>
001-402 ENGINEERING				
5001 REGULAR FULL-TIME	1,768,615	1,755,096	1,924,050	1,825,445
5004 TEMPORARY PART-TIME	106,842	59,517	59,635	81,920
5020 OVERTIME	43,423	51,627	50,000	50,000
5025 OTHER EMPLOYEE OVERHEAD	218,502	62,157	64,815	60,390
5026 PERS-NORMAL COST	371,966	497,161	592,625	186,015
5029 PERS-UNFUNDED LIABILITY	0	0	0	402,895
5027 MEDICAL	151,485	195,885	231,860	222,200
5028 WORKERS' COMPENSATION	67,972	133,701	190,940	170,910
5030 FLEXIBLE BENEFITS	46,449	48,506	55,540	45,985
TOTAL, EMPLOYEE SERVICES	2,775,254	2,803,650	3,169,465	3,045,760
5101 OFFICE/OPERATING SUPPLIES	20,716	27,213	18,450	18,450
5126 MAINTENANCE OF EQUIPMENT	3,004	320	5,500	5,500
5131 PROFESSIONAL SERVICES/CONTRACTS	87,066	45,949	93,000	102,000
5160 TRAINING AND MEETINGS	2,667	3,077	4,300	4,550
5161 MILEAGE REIMBURSEMENT	209	57	1,000	1,000
5162 DUES AND SUBSCRIPTIONS	831	595	1,800	1,800
5163 AUTO ALLOWANCE	10,260	10,328	10,200	5,100
5166 OTHER DUPLICATING	540	536	1,500	1,500
5167 ADVERTISING & PRINTING	0	1,012	0	0
5170 UTILITIES	0	0	0	12,000
5171 CITY WATER	0	0	0	3,000
5173 OTHER TELEPHONE	19,765	23,236	25,000	25,000
5180 RENT	0	0	0	44,100
5190 OTHER EXPENSES	460	345	800	8,300
5193 SOFTWARE	9,609	9,486	12,230	12,230
5194 MINOR OFFICE EQUIPMENT	4,291	2,092	5,000	5,000
TOTAL, M & O	159,419	124,244	178,780	249,530

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Line Item Detail**

		<u>2014-15 ACTUAL</u>	<u>2015-16 ACTUAL</u>	<u>2016-17 REVISED</u>	<u>2017-18 BUDGET</u>
001-402 ENGINEERING					
5203	CONSTRUCTION	350	0	0	0
TOTAL, CAPITAL		350	0	0	0
5125	BUILDING MAINTENANCE	203,170	234,790	233,030	252,090
5164	FLEET SERVICES	76,410	76,410	67,440	70,995
5165	DUPLICATING	11,165	10,265	17,480	14,750
5172	TELECOMMUNICATIONS	56,130	62,535	70,205	80,435
5174	RADIO COMMUNICATIONS	2,100	1,310	1,315	3,915
5175	MAIL SERVICES	2,785	2,840	1,520	1,250
5178	OFFICE AUTOMATION	50,555	52,015	48,655	54,980
5183	INSURANCE	52,525	73,910	72,170	139,485
TOTAL, INTERNAL SERVICE CHARGES		454,840	514,075	511,815	617,900
SUBTOTAL, ENGINEERING		3,389,863	3,441,969	3,860,060	3,913,190
5901	ALLOCATED IN	21,085	22,445	24,300	25,735
5902	ALLOCATED OUT	(1,425,848)	(1,318,244)	(1,648,030)	(1,328,935)
TOTAL, ENGINEERING		1,985,100	2,146,171	2,236,330	2,609,990

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

MAINTENANCE/STREETS



DESCRIPTION

The City of Escondido Streets Department maintains the City's streets and structures. The services consist of pothole repairs, sidewalk repairs, storm water conveyance systems, storm water collections systems, traffic signs, street name signs, street sweeping, lane striping and legends, and graffiti eradication.

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.

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

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

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, curb and gutter, and structures visible from the right-of-ways. The City offers free graffiti removal kits to all residents, and business owners who wish to remove graffiti from their homes, and businesses. If you wish to pick up one of these graffiti removal kits please visit the Public Works Operations Yard at 475 North Spruce Street, Escondido, California 92025.

Did you know?

- The City of Escondido's Street Department repaired more than 800 potholes in 2015-16 using materials such as hot patch compound, and bagged asphalt
- There are over 400 miles of sidewalk in the City of Escondido
- City of Escondido, Street Sweepers swept a total distance of 9,660 curb miles, while collecting 1038 tons of pollutants thus preventing these pollutants from entering the City storm water conveyance system
- In the 2015-16 fiscal Street Department Staff removed 6,022 graffiti tags

DEPARTMENT PRIORITIES

- Provide outstanding customer service to external and internal customers through prioritization of maintenance tasks and efficient and timely repairs

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

- Implement staff in-field mobile applications of the CityWorks asset management software
- Proactively maintain the City of Escondido's municipal drainage systems to insure compliance with all applicable regulations and eliminate potential drainage problems during rain events
- Maintain current level of effort relating to graffiti eradication

MAJOR BUDGET IMPACTS

- Increase in employee services due to reorganization of this department
- M & O increase primarily due to increase in projections for asphalt and Bear Valley Parkway maintenance
- Increase in internal service charges, primarily fleet services charges
- Increase in allocations out to primarily capital projects



**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

MAINTENANCE/PARKS



DESCRIPTION

The Parks & Open Space department cares for and maintains the City's parks, median and parkway landscaping, open spaces, trees, and the landscaping 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 ways (ROW) throughout the City of Escondido. Routine weekly maintenance is

performed by three crews. One crew is assigned to City Hall, Escondido 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 as well as keeping all equipment and playgrounds safe and in good repair at all times. Also in this section we train our own commercial drivers. All new employees are trained to obtain a class A drivers license

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 conjunction with the Recreation Division's scheduling the Parks Department provides staff for the larger tournaments that require hourly restroom maintenance as well a trash removal.

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

Did you know?

- The Park and Facility Landscape Maintenance section is comprised of ten full time and 3 part-time employee's, their duties include; open and clean restrooms, pick up trash, change trash can liners as well maintain a total of 171.43 acres of irrigated and landscaped area, that's 13.18 acres per person per week on average.
- The City has two pools that hold over 300,000 gallons of water. Health Department regulations require that the pool chemical levels are to be checked and recorded and adjusted two times per day. This section completes an average of 170 service request per month and it is not uncommon for a single request to take multiple days to complete.
- A State run softball or soccer tournament could have over 120 teams from all over the Country participating. This could bring over two thousand other family members to eat, shop, purchase fuel or rent a hotel room in the City of Escondido.

DEPARTMENT PRIORITIES

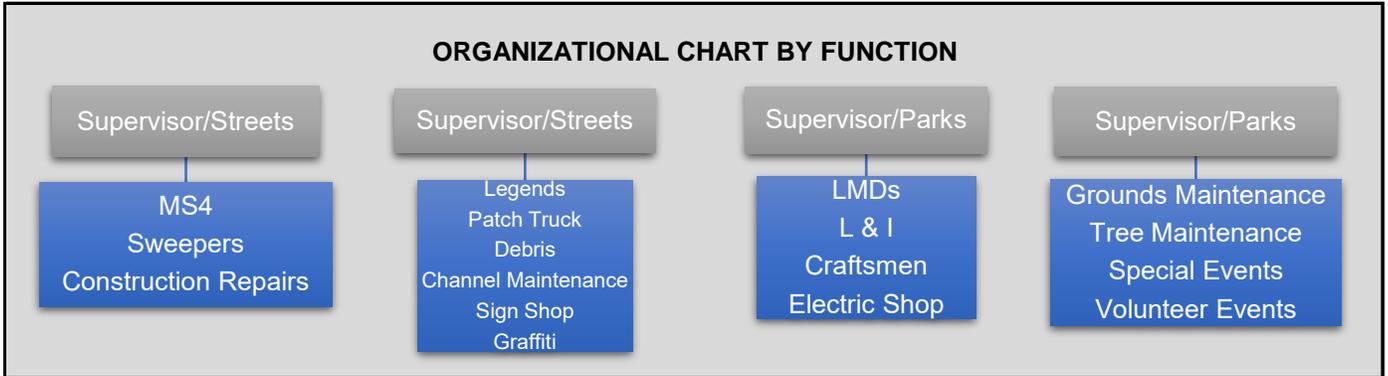
- To provide professional, quality maintenance and personal service to the citizens of Escondido, with an emphasis on city appearance
- To ensure local parks and swimming pools are maintained at levels that will provide maximum usage by our citizens
- To perform landscape maintenance at city facilities
- To maintain all trees in our public parks

MAJOR BUDGET IMPACTS

- Increase in salaries and PERS costs
- M & O increases are primarily for pool chemicals and pest control
- Increase in allocations out to Capital Projects, Vehicle Parking District, Water and Wastewater

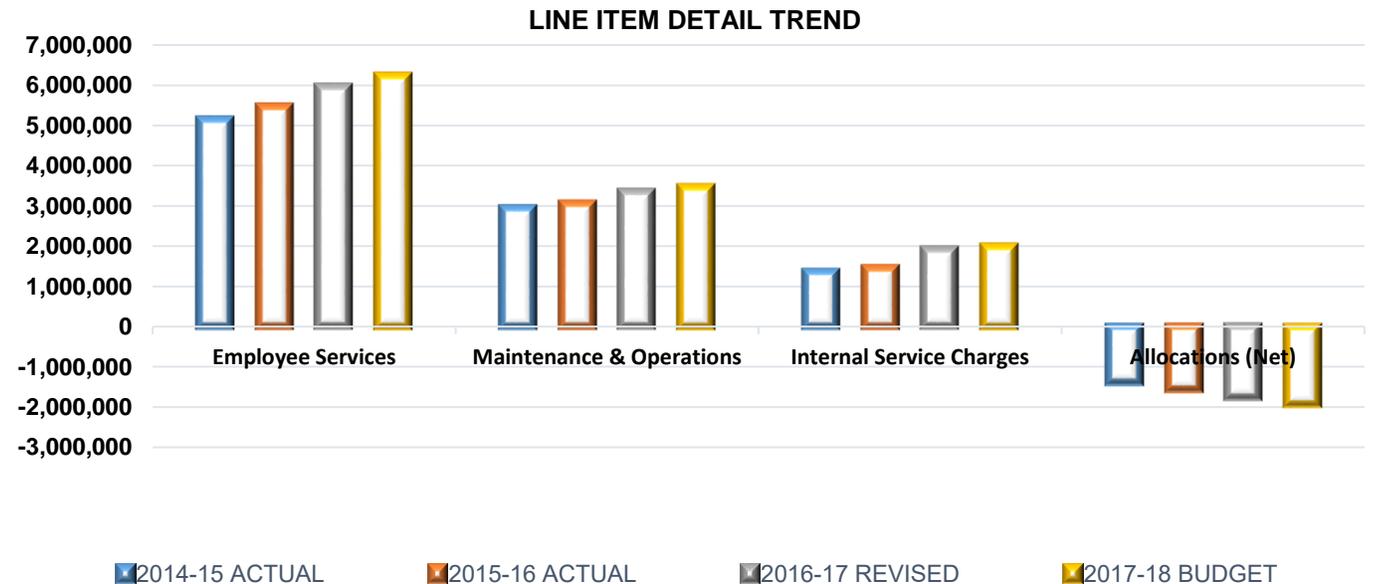
**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

MAINTENANCE/STREETS & PARKS



BUDGET SUMMARY

	2014-15 Actual	2015-16 Actual	2016-17 Revised	2017-18 Budget
STAFFING:				
Regular Full-Time	54.0	54.0	54.0	55.0
Temporary Part-Time (FTE)	14.8	14.3	17.9	18.9
Department Total	<u>68.8</u>	<u>68.3</u>	<u>71.9</u>	<u>73.9</u>
BUDGET:				
Employee Services	5,148,341	5,450,105	5,951,265	6,214,360
Maintenance & Operations	2,943,673	3,051,867	3,338,055	3,456,150
Internal Service Charges	1,363,405	1,452,550	1,904,190	1,985,215
Allocations (Net)	<u>(1,393,534)</u>	<u>(1,568,107)</u>	<u>(1,766,535)</u>	<u>(1,923,380)</u>
Total Budget	8,061,885	8,386,414	9,426,975	9,732,345



CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Line Item Detail

		<u>2014-15</u> <u>ACTUAL</u>	<u>2015-16</u> <u>ACTUAL</u>	<u>2016-17</u> <u>REVISED</u>	<u>2017-18</u> <u>BUDGET</u>
001-403	MAINTENANCE/STREETS				
5001	REGULAR FULL-TIME	2,046,549	2,100,835	2,212,050	2,309,755
5004	TEMPORARY PART-TIME	252,130	247,894	280,885	301,135
5020	OVERTIME	141,737	179,579	222,700	222,700
5025	OTHER EMPLOYEE OVERHEAD	300,853	86,942	90,305	96,050
5026	PERS-NORMAL COST	438,343	611,727	693,805	241,550
5029	PERS-UNFUNDED LIABILITY	0	0	0	531,675
5027	MEDICAL	287,388	373,924	389,300	388,915
5028	WORKERS' COMPENSATION	96,812	169,998	203,995	210,590
5030	FLEXIBLE BENEFITS	20,124	20,769	24,160	29,995
	TOTAL, EMPLOYEE SERVICES	3,583,934	3,791,669	4,117,200	4,332,365
5101	OFFICE/OPERATING SUPPLIES	620,626	677,446	620,625	650,625
5126	MAINTENANCE OF EQUIPMENT	148	250	2,000	2,000
5131	PROFESSIONAL SERVICES/CONTRACTS	407,545	414,346	468,470	518,395
5139	OTHER BUILDING REPAIRS/MAINTENANCE	38	0	0	0
5160	TRAINING AND MEETINGS	3,022	896	2,500	2,500
5161	MILEAGE REIMBURSEMENT	1,133	1,091	1,500	1,500
5162	DUES & SUBSCRIPTIONS	654	1,432	1,500	1,500
5166	OTHER DUPLICATING	0	0	500	500
5170	UTILITIES	1,167,442	1,221,039	1,379,990	1,379,990
5171	WATER	33,131	25,195	65,000	65,000
5173	OTHER TELEPHONE	24,307	28,733	30,000	30,000
5180	RENT	4,428	4,034	26,415	26,415
5190	OTHER EXPENSE	7,262	6,237	10,895	10,895
5525	LOAN PRINCIPAL EXPENSE	11,019	11,019	11,020	11,020
	TOTAL, M & O	2,280,755	2,391,717	2,620,415	2,700,340
5125	BUILDING MAINTENANCE	56,355	59,570	66,115	52,240

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Line Item Detail**

		<u>2014-15 ACTUAL</u>	<u>2015-16 ACTUAL</u>	<u>2016-17 REVISED</u>	<u>2017-18 BUDGET</u>
001-403	MAINTENANCE/STREETS				
5164	FLEET SERVICES	568,345	568,345	907,260	1,038,060
5165	DUPLICATING	13,175	14,350	12,255	12,525
5172	TELECOMMUNICATIONS	17,425	21,905	22,160	25,640
5174	RADIO COMMUNICATIONS	14,690	12,405	11,400	28,600
5175	MAIL SERVICES	3,205	3,220	5,300	3,600
5178	OFFICE AUTOMATION	40,865	43,645	44,655	47,875
5183	INSURANCE	215,275	292,845	294,410	242,280
	TOTAL, INTERNAL SERVICE CHARGES	929,335	1,016,285	1,363,555	1,450,820
	SUBTOTAL, MAINTENANCE/STREETS	6,794,024	7,199,671	8,101,170	8,483,525
5901	ALLOCATED IN	24,560	25,520	26,720	26,805
5902	ALLOCATED OUT	(1,347,435)	(1,486,632)	(1,673,445)	(1,738,995)
	TOTAL, MAINTENANCE/STREETS	5,471,149	5,738,560	6,454,445	6,771,335

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Line Item Detail**

		<u>2014-15 ACTUAL</u>	<u>2015-16 ACTUAL</u>	<u>2016-17 REVISED</u>	<u>2017-18 BUDGET</u>
001-103	MAINTENANCE/PARKS				
5001	REGULAR FULL-TIME	929,629	973,336	1,047,580	1,060,115
5004	TEMPORARY PART-TIME	44,676	37,591	76,245	76,245
5020	OVERTIME	62,959	88,760	68,365	68,365
5025	OTHER EMPLOYEE OVERHEAD	140,819	41,127	43,145	42,745
5026	PERS-NORMAL COST	197,972	276,618	329,065	110,145
5029	PERS-UNFUNDED LIABILITY	0	0	0	232,585
5027	MEDICAL	134,929	153,077	164,285	179,410
5028	WORKERS' COMPENSATION	44,275	78,569	95,925	102,975
5030	FLEXIBLE BENEFITS	9,148	9,359	9,455	9,410
	TOTAL, EMPLOYEE SERVICES	1,564,407	1,658,436	1,834,065	1,881,995
5101	OFFICE/OPERATING SUPPLIES	221,951	275,505	200,110	225,280
5131	PROFESSIONAL SERVICES/CONTRACTS	97,721	87,211	117,300	130,300
5139	OTHER BUILDING REPAIRS/MAINTENANCE	38	0	0	0
5160	TRAINING AND MEETINGS	(3,229)	899	1,000	1,000
5162	DUES AND SUBSCRIPTIONS	1,435	1,322	1,070	1,070
5170	UTILITIES	330,943	286,541	361,360	361,360
5171	WATER	138	618	20,000	20,000
5173	OTHER TELEPHONE	8,767	8,054	8,800	8,800
5180	RENT	5,155	0	8,000	8,000
	TOTAL, M & O	662,918	660,149	717,640	755,810
5125	BUILDING MAINTENANCE	212,155	196,740	286,480	280,000
5164	FLEET SERVICES	169,470	169,470	170,020	171,325
5174	RADIO COMMUNICATIONS	1,260	1,310	1,315	3,915
5178	OFFICE AUTOMATION	4,010	4,030	5,330	4,175
5183	INSURANCE	47,175	64,715	77,490	74,980
	TOTAL, INTERNAL SERVICE CHARGES	434,070	436,265	540,635	534,395

**CITY OF ESCONDIDO
 FY 2017-18 Operating Budget
 Line Item Detail**

	<u>2014-15 ACTUAL</u>	<u>2015-16 ACTUAL</u>	<u>2016-17 REVISED</u>	<u>2017-18 BUDGET</u>
001-103 MAINTENANCE/PARKS				
SUBTOTAL, MAINTENANCE/PARKS	2,661,395	2,754,850	3,092,340	3,172,200
5901 ALLOCATED IN	12,280	12,765	13,360	13,400
5902 ALLOCATED OUT	(82,939)	(119,761)	(133,170)	(224,590)
TOTAL, MAINTENANCE/PARKS	2,590,736	2,647,854	2,972,530	2,961,010



RADIO COMMUNICATIONS



DESCRIPTION

The radio communications budget provides for the Regional Communication System maintenance contract and radio 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.

Future Challenges - Like all technology, radios are becoming more advanced as time passes. Their ever increasing ability to connect with other agencies and their durability are two examples of this. Along with advancements comes obsolescence. As equipment ages, and parts become unattainable, the need to replace equipment becomes unavoidable. This can present financial and logistic challenges that will need to be met.

DEPARTMENT PRIORITIES

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

MAJOR BUDGET IMPACTS

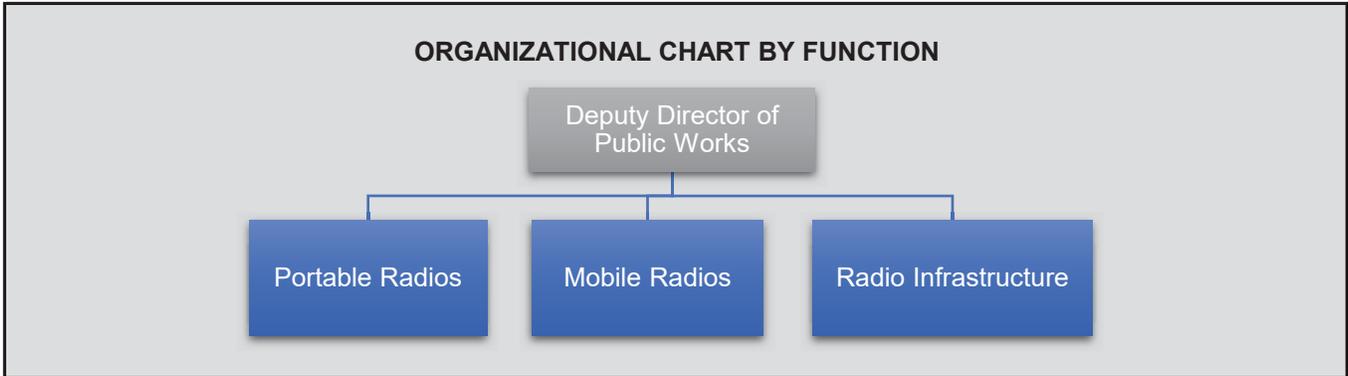
- Increase in M & O is primarily due to the financing of radio replacements and the Regional Communications System (RCS)
- Decrease in internal service charges, primarily building maintenance charges

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

- Increase in allocations out is due to allocating out the cost of financing to departments based on their share of the total cost to replace radios or the number of radios currently in the budget

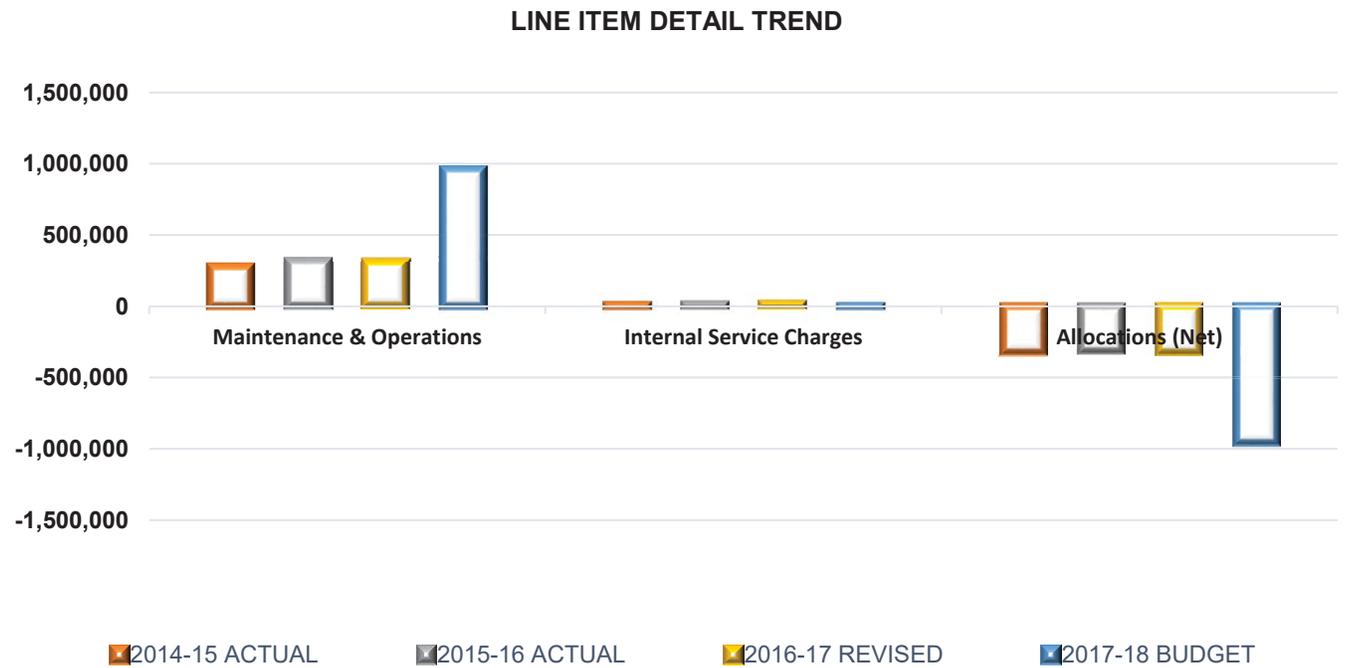
**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

RADIO COMMUNICATIONS



BUDGET SUMMARY

	2014-15 Actual	2015-16 Actual	2016-17 Revised	2017-18 Budget
BUDGET:				
Maintenance & Operations	277,006	315,614	308,115	955,635
Internal Service Charges	9,205	11,115	13,540	3,005
Allocations (Net)	<u>(319,800)</u>	<u>(308,605)</u>	<u>(321,655)</u>	<u>(958,640)</u>
Total Budget	<u>(33,589)</u>	<u>18,124</u>	<u>0</u>	<u>0</u>



CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Line Item Detail

		<u>2014-15</u> <u>ACTUAL</u>	<u>2015-16</u> <u>ACTUAL</u>	<u>2016-17</u> <u>REVISED</u>	<u>2017-18</u> <u>BUDGET</u>
001-404 RADIO COMMUNICATIONS					
5126	MAINTENANCE OF EQUIPMENT	3,598	7,676	5,000	5,000
5131	PROFESSIONAL SERVICES/CONTRACTS	256,580	291,720	285,115	296,210
5170	UTILITIES	16,829	16,218	18,000	18,000
5501	INTEREST	0	0	0	115,560
5525	LOAN PRINCIPAL EXPENSE	0	0	0	520,865
TOTAL, M & O		277,006	315,614	308,115	955,635
5125	BUILDING MAINTENANCE	6,785	8,100	10,410	0
5172	TELECOMMUNICATIONS	2,170	2,605	2,725	2,645
5183	INSURANCE	250	410	405	360
TOTAL, INTERNAL SERVICE CHARGES		9,205	11,115	13,540	3,005
SUBTOTAL, RADIO COMMUNICATIONS		286,211	326,729	321,655	958,640
5902	ALLOCATED OUT	(319,800)	(308,605)	(321,655)	(958,640)
TOTAL, RADIO COMMUNICATIONS		(33,589)	18,124	0	0

RECYCLING AND WASTE REDUCTION



DESCRIPTION

MANAGEMENT OF EDI EXCLUSIVE FRANCHISE AGREEMENT - 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.

EVENTS:

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 secures venues, publicizes and serves as ambassadors at the free biannual e-waste events which include onsite document destruction. The household hazardous waste collection is 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.

**CITY OF ESCONDIDO
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Farmers' Market – Recycling education is demonstrated through free craft projects created from recycled materials at this weekly event. Recycling staff also answers recycling and hazardous-waste questions, and offers a collection of informational materials outlining City-sponsored programs.

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.

STATE MANDATED REGULATIONS/REPORTS - 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.

Did you know?

- New recycling and trash bins featured at Grape Day and Kit Carson parks are made from recycled materials and color-coordinated with the City's residential collection carts.
- Goodwill offers a storefront collection center in Escondido which accepts electronics for recycling seven days a week.
- One 5-gallon Rubbermaid worm-composting bin can transform a family of four's kitchen waste into a rich soil amendment.

Future Challenges - "Zero Waste" refers to the state's goal of reducing municipal waste streams in measurable increments. Recycling is supporting those targets through increased contact with businesses, schools and multifamily housing managers. As those goals are reached, smaller waste streams (less than 4 cubic yards per week) will become the focus of the state law.

DEPARTMENT PRIORITIES

- Meet requirements for state assembly bills; 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 2017-18 Operating Budget
Department Summary**

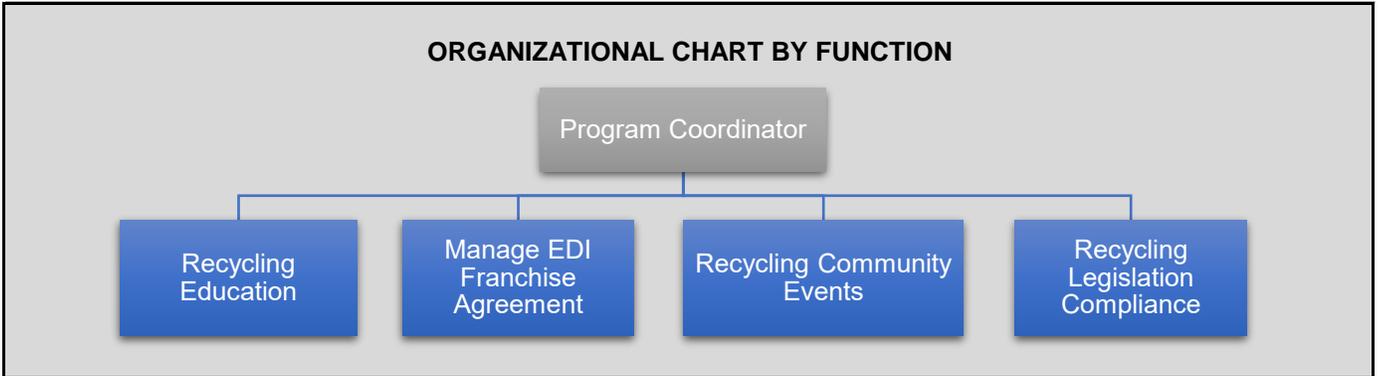
- Monitor contract of franchised waste hauler to ensure compliance with contract requirements for trash and recycling collection, processing, and disposal all while supporting resident expectations and high quality customer service
- Meet recycling and waste reduction community outreach and education goals by continuing, supporting and implementing litter prevention and cleanup programs as well as presenting at fairs, school functions, and the community farmers' market

MAJOR BUDGET IMPACTS

- Increase in recycling grant costs, which are offset by grant revenue

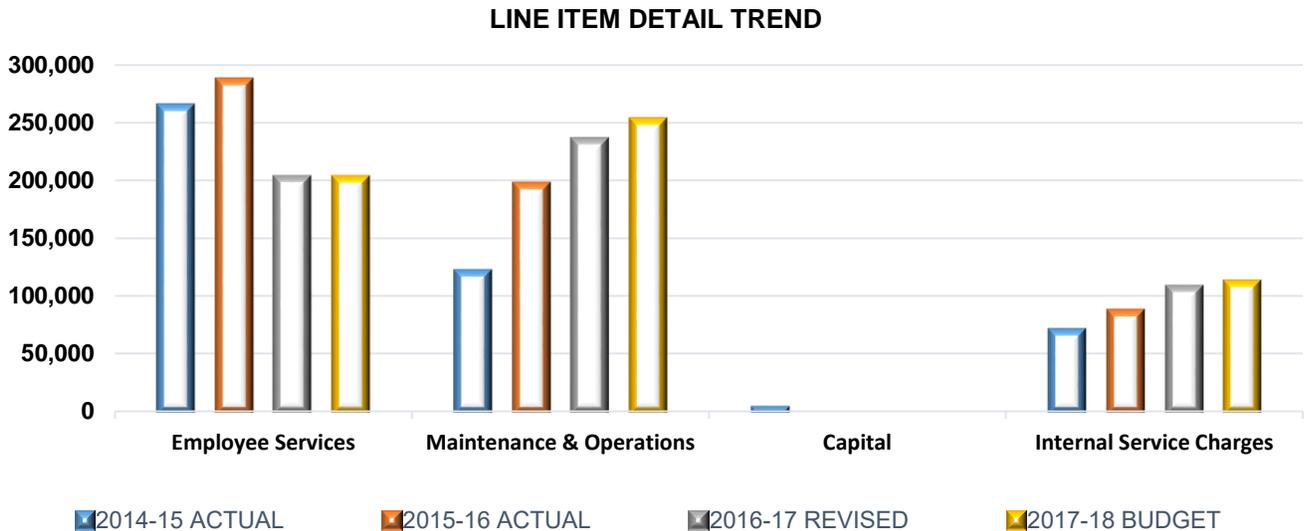
**CITY OF ESCONDIDO
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Department Summary**

RECYCLING AND WASTE REDUCTION



BUDGET SUMMARY

	2014-15 Actual	2015-16 Actual	2016-17 Revised	2017-18 Budget
STAFFING:				
Regular Full-Time	3.0	3.0	2.0	2.0
Temporary Part-Time (FTE)	0.8	1.0	1.3	1.3
Department Total	<u>3.8</u>	<u>4.0</u>	<u>3.3</u>	<u>3.3</u>
BUDGET:				
Employee Services	263,072	285,280	201,190	201,165
Maintenance & Operations	119,537	195,145	234,000	251,105
Capital	1,067	0	0	0
Internal Service Charges	68,560	85,255	106,205	111,035
Total Budget	<u>452,236</u>	<u>565,679</u>	<u>541,395</u>	<u>563,305</u>



**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Line Item Detail**

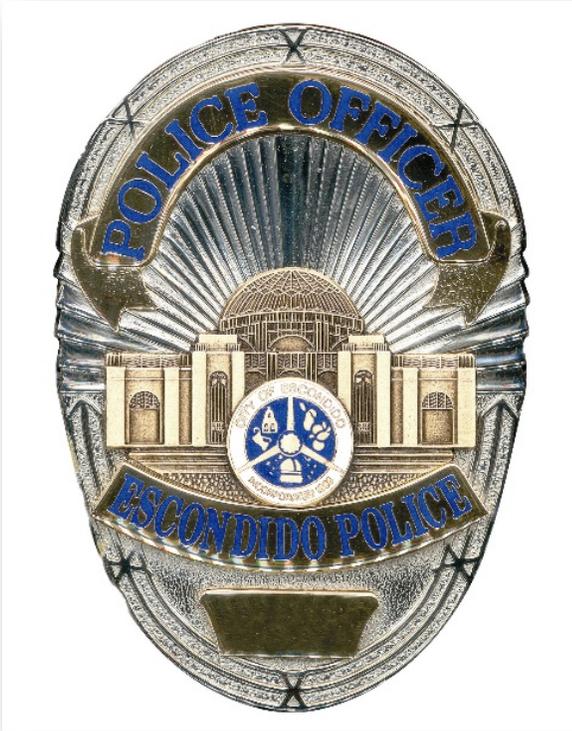
		<u>2014-15 ACTUAL</u>	<u>2015-16 ACTUAL</u>	<u>2016-17 REVISED</u>	<u>2017-18 BUDGET</u>
001-407 RECYCLING AND WASTE REDUCTION					
5001	REGULAR FULL-TIME	164,909	174,940	109,985	115,515
5004	TEMPORARY PART-TIME	16,482	20,600	25,500	25,500
5020	OVERTIME	1,204	51	2,400	1,500
5025	OTHER EMPLOYEE OVERHEAD	20,028	8,582	4,925	5,955
5026	PERS-NORMAL COST	39,897	56,420	41,730	14,370
5029	PERS-UNFUNDED LIABILITY	0	0	0	25,530
5027	MEDICAL	15,250	19,117	14,565	10,855
5028	WORKERS' COMPENSATION	1,202	1,558	2,085	1,940
5030	FLEXIBLE BENEFITS	4,100	4,009	0	0
TOTAL, EMPLOYEE SERVICES		263,072	285,280	201,190	201,165
5101	OFFICE/OPERATING SUPPLIES	6,274	60,600	10,700	10,700
5131	PROFESSIONAL SERVICES/CONTRACTS	92,497	80,737	100,000	100,000
5160	TRAINING AND MEETINGS	792	4,764	6,000	6,000
5162	DUES & SUBSCRIPTIONS	0	0	500	500
5167	ADVERTISING AND PRINTING	8,518	459	7,000	7,000
5173	OTHER TELEPHONE	667	318	0	0
5180	RENT	0	1,870	1,900	1,900
5190	OTHER EXPENSE	10,789	46,396	107,900	125,005
TOTAL, M & O		119,537	195,145	234,000	251,105
5205	OFFICE FURNITURE & EQUIPMENT	1,067	0	0	0
TOTAL, CAPITAL		1,067	0	0	0
5125	BUILDING MAINTENANCE	55,420	70,445	90,265	96,630
5164	FLEET SERVICES	3,220	3,220	3,395	3,575
5165	DUPLICATING	0	95	0	0
5178	OFFICE AUTOMATION	5,260	5,290	5,250	5,485

**CITY OF ESCONDIDO
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	<u>2014-15 ACTUAL</u>	<u>2015-16 ACTUAL</u>	<u>2016-17 REVISED</u>	<u>2017-18 BUDGET</u>
001-407 RECYCLING AND WASTE REDUCTION				
5183 INSURANCE	4,660	6,205	7,295	5,345
TOTAL, INTERNAL SERVICE CHARGES	68,560	85,255	106,205	111,035
TOTAL, RECYCLING AND WASTE REDUCTION	452,236	565,679	541,395	563,305

CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary

POLICE



DESCRIPTION

The Escondido Police Department enhances public safety and the quality of life in Escondido by fostering trust and preserving peace.

The core values of the Escondido Police Department:

- Integrity—A departmental commitment to ethical conduct with honesty and strong moral principles
- Professionalism—Consistently providing excellent police services with the highest level of knowledge, skill and personal conduct
- Service—A commitment to provide assistance through courtesy, compassion and teamwork
- Accountability—Ensuring our decisions and actions are held to the highest standards and expectations.

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.

ORGANIZATION STRUCTURE

The Escondido Police Department is led by the Chief of Police and three Police Captains. Each Police Captain commands a Bureau. The three Bureaus are the Patrol Bureau, the Investigations Bureau, and the Services Bureau.

PATROL BUREAU

The Patrol 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 53,115 calls for service; investigates around 1,000 traffic collisions; and makes 5,342 arrests. Members of the Patrol Bureau attend community meetings and school events.

**CITY OF ESCONDIDO
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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.

SERVICES BUREAU

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

ADDITIONAL INFORMATION ABOUT THE ESCONDIDO POLICE DEPARTMENT:

- Members of the Escondido Police Department work cooperatively to provide the community with excellent law enforcement services and community support.
- For more information on the Escondido Police Department, please visit the Escondido Police Department website at <https://police.escondido.org/>
- Follow the Escondido Police Department on Twitter, Facebook, and Nixle:
Twitter: www.twitter.com/escondidopolice
Facebook: www.facebook.com/escondidopolice
Nixle: <http://local.nixle.com/escondio-police-department>

DEPARTMENT PRIORITIES

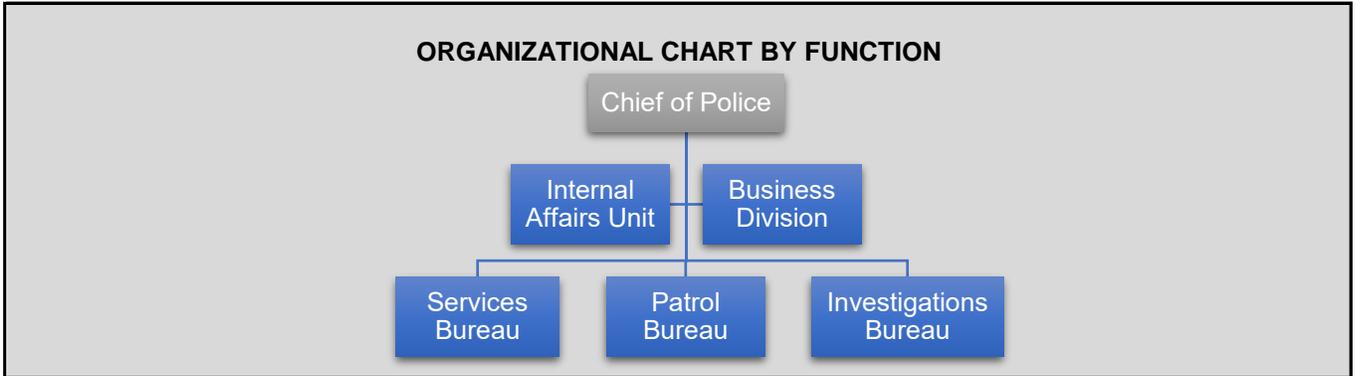
- Enhance community oriented policing and problem solving (COPPS) services
- Respond quickly and efficiently to 911 calls for service
- Evaluate operational effectiveness and fiscal mindfulness
- Establish innovative ways to increase community and officer safety

MAJOR BUDGET IMPACTS

- Increase in salaries, overtime, PERS costs, medical insurance projections, workers' compensation charges, and other overhead
- Various M & O increases include office supplies, safety equipment, professional services, training, cell phone services, POST training and minor office equipment
- Increase in internal service charges, primarily radio communications
- Increase in allocations out due to increase in this budgets subtotal

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

POLICE



BUDGET SUMMARY

	2014-15 Actual	2015-16 Actual	2016-17 Revised	2017-18 Budget
STAFFING:				
Regular Full-Time	215.0	215.0	217.0	218.0
Regular Part-Time (FTE)	1.5	0.8	0.8	0.0
Temporary Part-Time (FTE)	18.9	10.5	10.8	12.1
Department Total	<u>235.4</u>	<u>226.3</u>	<u>228.6</u>	<u>230.1</u>
BUDGET:				
Employee Services	32,018,937	31,965,453	32,860,080	34,262,775
Maintenance & Operations	3,058,009	3,505,785	3,123,540	3,338,295
Capital	2,999	142,033	0	0
Internal Service Charges	4,071,535	4,495,910	4,289,895	4,472,695
Allocations (Net)	<u>(638,590)</u>	<u>(638,590)</u>	<u>(1,006,840)</u>	<u>(1,051,840)</u>
Total Budget	<u>38,512,890</u>	<u>39,470,592</u>	<u>39,266,675</u>	<u>41,021,925</u>



CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Line Item Detail

	<u>2014-15 ACTUAL</u>	<u>2015-16 ACTUAL</u>	<u>2016-17 REVISED</u>	<u>2017-18 BUDGET</u>
001-500 POLICE				
5001 REGULAR FULL-TIME	18,477,610	18,701,386	19,689,515	20,045,760
5003 REGULAR PART-TIME	22,560	0	34,595	0
5004 TEMPORARY PART-TIME	379,117	209,404	215,145	242,295
5020 OVERTIME	2,537,941	2,460,206	1,344,030	1,695,620
5025 OTHER EMPLOYEE OVERHEAD	2,605,723	627,996	614,685	631,405
5026 PERS-NORMAL COST	5,237,278	6,631,889	7,188,785	3,501,205
5029 PERS-UNFUNDED LIABILITY	0	0	0	4,212,455
5027 MEDICAL	1,668,483	2,175,295	2,493,620	2,512,055
5028 WORKERS' COMPENSATION	942,034	1,003,570	1,119,670	1,267,380
5030 FLEXIBLE BENEFITS	148,191	155,707	160,035	154,600
TOTAL, EMPLOYEE SERVICES	32,018,937	31,965,453	32,860,080	34,262,775
5101 OFFICE/OPERATING SUPPLIES	346,761	368,940	313,550	331,985
5105 SAFETY EQUIPMENT	260,282	393,177	280,440	321,330
5126 MAINTENANCE OF EQUIPMENT	55,244	72,263	101,150	101,150
5131 PROFESSIONAL SERVICES/CONTRACTS	1,935,917	1,953,007	1,943,905	1,957,555
5160 TRAINING AND MEETINGS	130,998	113,744	65,945	100,000
5161 MILEAGE REIMBURSEMENT	(26)	106	1,500	1,500
5162 DUES AND SUBSCRIPTIONS	11,687	17,358	12,175	12,175
5167 ADVERTISING & PRINTING	6,026	1,775	15,000	15,000
5170 UTILITIES	2,648	2,785	3,500	3,500
5173 OTHER TELEPHONE	103,457	242,511	93,355	126,155
5180 RENT	64,441	40,820	69,140	64,140
5184 TUITION	60,448	72,028	40,470	75,000
5190 OTHER EXPENSE	27,412	50,638	48,125	48,125
5193 SOFTWARE	15,428	10,584	54,125	54,125
5194 MINOR OFFICE EQUIPMENT	34,865	163,301	79,000	124,935
5501 INTEREST	2,422	2,749	2,160	1,620

**CITY OF ESCONDIDO
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Line Item Detail**

	<u>2014-15 ACTUAL</u>	<u>2015-16 ACTUAL</u>	<u>2016-17 REVISED</u>	<u>2017-18 BUDGET</u>
001-500 POLICE				
TOTAL, M & O	3,058,009	3,505,785	3,123,540	3,338,295
5209 OTHER CAPITAL OUTLAY	2,999	142,033	0	0
TOTAL, CAPITAL	2,999	142,033	0	0
5125 BUILDING MAINTENANCE	747,540	895,225	1,051,325	1,086,490
5164 FLEET SERVICES	1,706,945	1,706,945	1,322,440	1,322,440
5165 DUPLICATING	92,405	84,785	59,785	74,600
5172 TELECOMMUNICATIONS	84,535	123,905	130,675	137,625
5174 RADIO COMMUNICATIONS	187,215	186,420	191,870	555,585
5175 MAIL SERVICES	18,930	23,695	22,145	20,495
5178 OFFICE AUTOMATION	445,595	467,820	469,515	489,360
5183 INSURANCE	788,370	1,007,115	1,042,140	786,100
TOTAL, INTERNAL SERVICE CHARGES	4,071,535	4,495,910	4,289,895	4,472,695
SUBTOTAL, POLICE	39,151,480	40,109,182	40,273,515	42,073,765
5902 ALLOCATED OUT	(638,590)	(638,590)	(1,006,840)	(1,051,840)
TOTAL, POLICE	38,512,890	39,470,592	39,266,675	41,021,925



**CITY OF ESCONDIDO
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Department Summary**

FIRE



DESCRIPTION

Fire Department is responsible for meeting the day-to-day emergency response needs of the residents and visitors to Escondido City and Rincon Del Diablo Fire Protection District. In addition to emergency responders, Fire Department supports the Senior Volunteer and Fire Explorer programs. The Operations budget provides for facilities maintenance and supplies, fire equipment (hose, radios, ladders, breathing apparatus, protective clothing, etc.) repair and replacement, and professional development.

The Emergency Medical Services (EMS) budget provides for all operational needs to provide emergency medical services and transportation to the appropriate hospital for care.

The Fire Prevention Division of the Fire Department is responsible for:

- Hazard abatement enforcement
- Approval of building, planning, engineering, and fire department plans
- Public education
- Fire investigations
- New business license inspections
- Fire and safety inspections
- Weed abatement
- Burn permits
- Construction inspections

**CITY OF ESCONDIDO
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Department Summary**

Did you know?

- In 2016, the Fire Department responded to 15,369 incidents, which is an average of 42 emergency calls each day!
- The City's Quality of Life Standard is to have a Fire Department response time of 7:30 minutes or less from the 911 call to the arrival of the first unit.
- Approximately 81% of the emergencies we are called to are medical in nature, which is why nearly all of our field personnel are licensed paramedics.
- In 2016, Escondido Fire Department responded to 283 fires.
- The Escondido Fire Department has 36 personnel on duty 24 hours per day staffing 7 Engines, 5 Ambulances, and 1 Truck. In addition, 1 Battalion Chief is in charge of the 7 fire stations in Escondido.
- The Escondido Fire Department Senior Volunteer program provides an opportunity to those who are 50 years or older to volunteer and assist with office support, transporting supplies and equipment between stations, teach fire safety education, and assist with safety inspections.
- The Escondido Fire Department Explorer Program exposes young people (15 to 21 years old) to the various aspects of the fire service while developing character, morals, values, and a sense of responsibility. Many graduates of the Explorer Program have gone on to a successful fire service career!
- The Escondido Fire Department is a member of the San Diego Operational Area North Zone which includes Fire Agencies north of San Diego City to the Riverside County boarder. We share operational procedures and practices, participate in joint interagency training, and work together to recruit new employees and develop current leadership.
- In 2016 Fire Prevention Division conducted over 2,160 life safety inspections and completed 1,820 plan reviews.

Challenges:

- The primary challenge for Fire Department operations is simply the growth of the demand for service outpacing funding and revenue. For the past 20 years, the increase number of emergency calls has increased an average of 5% per year. From 2007 to 2016, the annual number of emergency incidents has risen from 10,670 to 15,369. If this pace continues, we expect the number of emergency calls to exceed 25,000 per year by 2027. The projected tax and fee for service revenue is not expected to increase at the same proportional rate. Our challenge therefore, is to find innovative and effective ways to deliver emergency and medical services in the future that ensure the quality of life our residents expect and deserve.
- Maintaining a budget for our EMS division with no increase has become significantly more challenging. The cost from our vendors to provide vital medical supplies and pharmaceuticals increases over time. Currently the Fire Department is working on a

**CITY OF ESCONDIDO
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Request for Proposal (RFP) for medical supplies, in partnership with other North County Fire Departments, in hopes of leveraging better pricing.

- As the Department's call volume increases, the engine companies are less able to perform other duties such as maintenance, inspections and training. However, training will continue to be a priority second only to 911 responses.
- The need for a robust training program is important to protect the health and safety of our firefighters and ensure efficient service to our residents. Props, equipment and material are necessary for effective training, which require funding. In addition, the costs for certification and professional development courses change as the requirements evolve. Maintaining a well-trained emergency response workforce requires additional funding as we must be prepared for new emergency challenges.
- The Fire Prevention Division does not have enough staff to keep up with the increase in development for plan review and inspections. We have contracted with Bureau Veritas to assist us in conducting plan reviews so existing staff are able to keep up with the demand in all areas of Prevention from construction inspections, new businesses, annual inspections, etc.

DEPARTMENT PRIORITIES

- Continue to utilize new technologies to improve department efficiencies and accountability, including implementing AVL dispatching
- Identify and develop an effective succession plan
- Continue to monitor and evaluate the EMS delivery model
- Utilize Insurance Service Office data to evaluate the fire suppression delivery to the community
- Research, develop and implement a self-inspection program for small businesses
- Update continuity of Operations Plan and develop training for City staff, residents and businesses to prepare for and respond to disaster

MAJOR BUDGET IMPACTS

- Increase in salaries, overtime and related overhead
- Various M & O increases include station alerting system maintenance, EMS supplies, plan review consultant and other telephone charges
- Capital outlay increase is primarily due to a new station alerting system

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

- Increase in internal service charges, primarily radio communications
- Increase in allocations out to water and wastewater is due to increase in this budgets subtotal

**CITY OF ESCONDIDO
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Department Summary**

EMERGENCY MANAGEMENT



DESCRIPTION

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 is also responsible for the operational readiness of the Emergency Operations Center (EOC) and training of city staff for their roles within the EOC.

Emergency Management is responsible for the following plans:

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

The following activities are used to reach out to and train City residents and businesses:

- Public Outreach
 - o Public Service Announcements
 - o Social Media
 - o Presentations
 - o Event Booths
 - o Publications
- Community Emergency Response Team (CERT)

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

City staff are trained in EOC operations, shelter operations and disaster response.

The goal of emergency management is to create a more resilient city through planning, preparation, mitigation, and recovery.

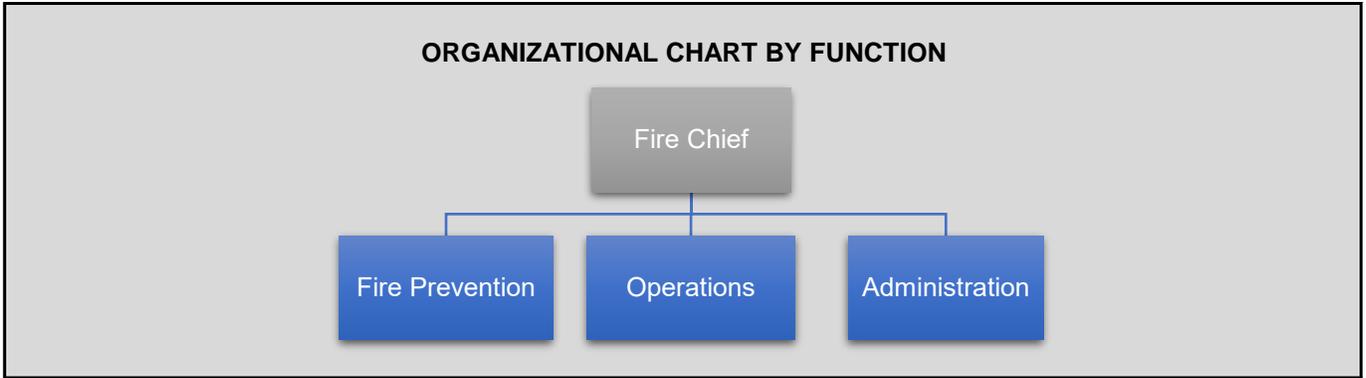
Future Challenges for Emergency Management may come from the changing tactics of terrorist groups and changes in federal and state disaster reimbursements. There may also be minimum education standards for EOC staff and Emergency Managers to receive federal and state grant funding and disaster reimbursements. These new standards may require additional funding and require additional classroom time for city staff that are not normally involved in emergency management.

MAJOR BUDGET IMPACTS

- Decrease in employee services due to temporary part-time position moved to grant fund
- Increase in M & O due to added Community Outreach advertising costs

**CITY OF ESCONDIDO
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Department Summary**

FIRE/EMERGENCY MANAGEMENT



BUDGET SUMMARY

	2014-15 Actual	2015-16 Actual	2016-17 Revised	2017-18 Budget
STAFFING:				
Regular Full-Time	124.0	119.0	121.0	121.0
Regular Part-Time (FTE)	0.0	0.8	0.8	0.8
Temporary Part-Time (FTE)	5.5	6.0	1.8	0.5
Department Total	<u>129.5</u>	<u>125.8</u>	<u>123.6</u>	<u>122.3</u>
BUDGET:				
Employee Services	19,193,020	20,257,814	20,055,950	20,370,440
Maintenance & Operations	1,271,127	1,223,582	1,320,325	1,391,320
Capital	0	345	0	187,875
Internal Service Charges	2,065,620	2,171,435	2,155,040	2,298,870
Allocations (Net)	<u>(588,455)</u>	<u>(588,455)</u>	<u>(698,700)</u>	<u>(721,875)</u>
Total Budget	<u>21,941,311</u>	<u>23,064,721</u>	<u>22,832,615</u>	<u>23,526,630</u>



CITY OF ESCONDIDO
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Line Item Detail

		<u>2014-15</u> <u>ACTUAL</u>	<u>2015-16</u> <u>ACTUAL</u>	<u>2016-17</u> <u>REVISED</u>	<u>2017-18</u> <u>BUDGET</u>
001-600 FIRE					
5001	REGULAR FULL-TIME	10,057,928	10,497,823	10,716,690	10,742,330
5003	REGULAR PART-TIME	19,458	25,416	22,210	24,990
5004	TEMPORARY PART-TIME	72,364	95,910	10,000	10,500
5020	OVERTIME	3,179,900	3,588,132	2,642,395	2,798,335
5025	OTHER EMPLOYEE OVERHEAD	1,462,211	364,330	348,140	369,145
5026	PERS-NORMAL COST	2,926,561	3,843,089	4,062,050	2,002,350
5029	PERS-UNFUNDED LIABILITY	0	0	0	2,207,440
5027	MEDICAL	983,000	1,351,528	1,539,880	1,479,185
5028	WORKERS' COMPENSATION	402,092	361,821	496,155	558,355
5030	FLEXIBLE BENEFITS	51,417	57,144	62,815	62,860
TOTAL, EMPLOYEE SERVICES		19,154,931	20,185,193	19,900,335	20,255,490
5101	OFFICE/OPERATING SUPPLIES	430,415	487,009	481,400	493,085
5105	SAFETY EQUIPMENT	145,569	107,010	131,000	131,000
5118	MISCELLANEOUS MOTIVE	0	0	0	300
5126	MAINTENANCE OF EQUIPMENT	48,053	55,957	83,750	104,650
5131	PROFESSIONAL SERVICES/CONTRACTS	286,605	259,810	218,910	235,225
5139	OTHER BUILDING REPAIRS/MAINTENANCE	0	195	0	0
5148	PERMITS	4,140	3,373	2,500	2,500
5160	TRAINING AND MEETINGS	14,399	19,633	29,700	32,200
5161	MILEAGE REIMBURSEMENT	326	932	0	0
5162	DUES AND SUBSCRIPTIONS	4,704	5,203	10,985	11,300
5167	ADVERTISING AND PRINTING	1,907	2,518	4,300	2,685
5170	UTILITIES	185,624	180,289	200,545	201,545
5171	WATER	10,946	8,438	11,575	11,575
5173	OTHER TELEPHONE	27,075	29,289	36,500	40,500
5182	INTEREST	3,792	2,688	0	0
5184	TUITION	28,744	23,273	40,100	40,100

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Line Item Detail**

	<u>2014-15 ACTUAL</u>	<u>2015-16 ACTUAL</u>	<u>2016-17 REVISED</u>	<u>2017-18 BUDGET</u>
001-600 FIRE				
5190 OTHER EXPENSE	3,657	2,134	13,800	16,730
5193 SOFTWARE	20,457	22,836	33,415	32,400
5194 MINOR OFFICE EQUIPMENT	0	0	2,000	2,000
5196 MAJOR MAINTENANCE	31,273	0	0	0
5501 INTEREST EXPENSE	0	0	1,320	0
TOTAL, M & O	1,247,686	1,210,586	1,301,800	1,357,795
5209 OTHER CAPITAL OUTLAY	0	345	0	187,875
TOTAL, CAPITAL	0	345	0	187,875
5125 BUILDING MAINTENANCE	302,825	306,960	200,130	221,395
5164 FLEET SERVICES	1,215,295	1,215,295	1,290,325	1,290,325
5165 DUPLICATING	7,435	12,710	16,600	35,120
5172 TELECOMMUNICATIONS	101,375	114,895	97,955	94,395
5174 RADIO COMMUNICATIONS	52,045	52,825	59,395	202,940
5175 MAIL SERVICES	4,780	9,395	10,065	10,325
5178 OFFICE AUTOMATION	96,675	95,865	97,765	106,095
5183 INSURANCE	246,125	325,450	346,840	300,745
TOTAL, INTERNAL SERVICE CHARGES	2,026,555	2,133,395	2,119,075	2,261,340
SUBTOTAL, FIRE	22,429,172	23,529,519	23,321,210	24,062,500
5902 ALLOCATED OUT	(588,455)	(588,455)	(698,700)	(721,875)
TOTAL, FIRE	21,840,717	22,941,064	22,622,510	23,340,625

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Line Item Detail**

	<u>2014-15 ACTUAL</u>	<u>2015-16 ACTUAL</u>	<u>2016-17 REVISED</u>	<u>2017-18 BUDGET</u>
001-601 FIRE/EMERGENCY MANAGEMENT				
5001 REGULAR FULL-TIME	0	33,831	80,995	80,995
5004 TEMPORARY PART-TIME	37,194	24,731	24,960	0
5025 OTHER EMPLOYEE OVERHEAD	663	1,784	2,990	2,905
5026 PERS-NORMAL COST	0	9,803	24,945	8,255
5029 PERS-UNFUNDED LIABILITY	0	0	0	17,900
5027 MEDICAL	0	0	15,525	0
5028 WORKERS' COMPENSATION	232	463	1,760	455
5030 FLEXIBLE BENEFITS	0	2,009	4,440	4,440
TOTAL, EMPLOYEE SERVICES	38,089	72,621	155,615	114,950
5101 OFFICE/OPERATING SUPPLIES	7,029	7,802	11,000	9,500
5160 TRAINING AND MEETINGS	830	52	2,000	2,000
5161 MILEAGE REIMBURSEMENT	684	473	200	400
5162 DUES & SUBSCRIPTIONS	0	200	275	275
5167 ADVERTISING AND PRINTING	1,613	384	2,500	17,500
5173 OTHER TELEPHONE	3,000	3,786	0	1,150
5184 TUITION	8,316	0	200	400
5190 OTHER EXPENSE	0	0	2,000	2,000
5193 SOFTWARE	1,969	300	350	300
TOTAL, M & O	23,440	12,996	18,525	33,525
5165 DUPLICATING	5,635	3,145	0	0
5178 OFFICE AUTOMATION	33,430	34,895	35,965	37,530
TOTAL, INTERNAL SERVICE CHARGES	39,065	38,040	35,965	37,530
TOTAL, FIRE/EMERGENCY MANAGEMENT	100,594	123,657	210,105	186,005

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

NON-DEPARTMENTAL



DESCRIPTION

The Non-Departmental account includes contingencies for contractual salary and benefit obligations and expenditures not directly chargeable to other City Hall accounts, such as for pool cars, training room workstations and Escondido University duplicating charges.

DEPARTMENT PRIORITIES

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

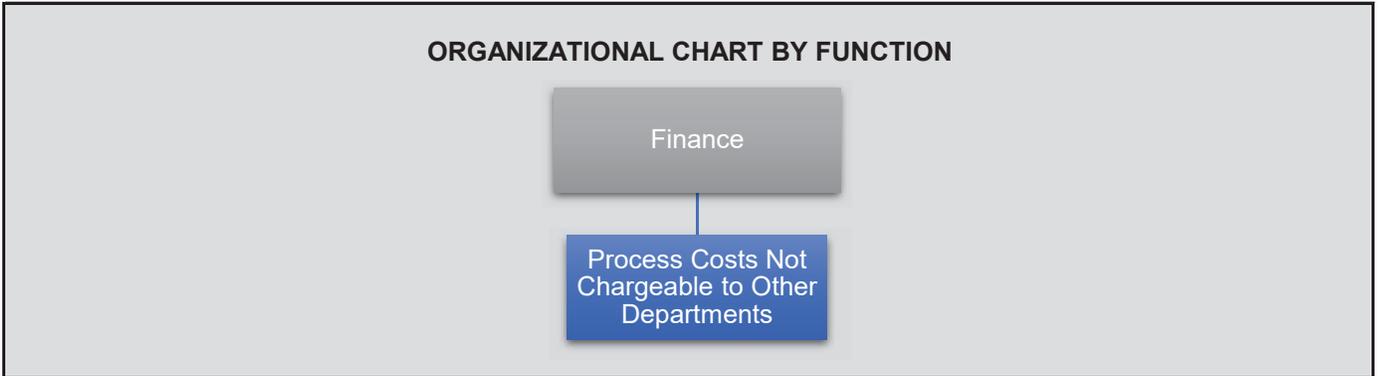
departments.

MAJOR BUDGET IMPACTS

- Decrease in amount projected for retirement contingency
- Decrease in property tax administration and election projections

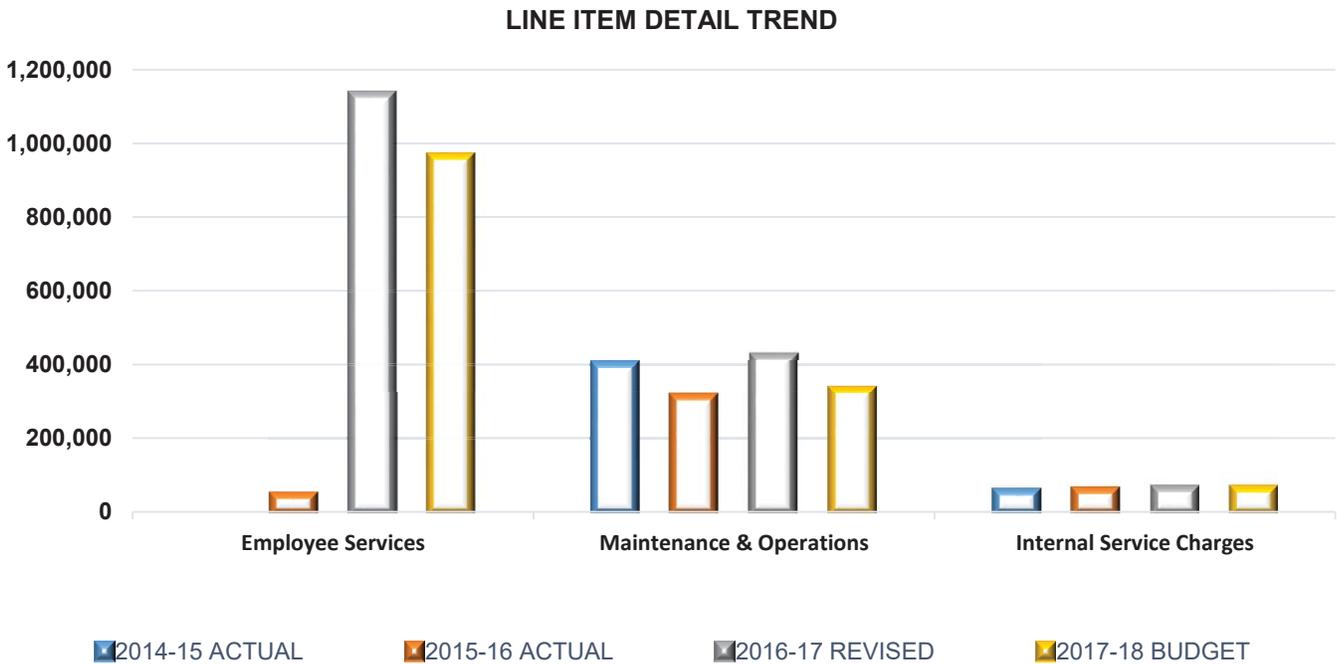
**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

NON-DEPARTMENTAL



BUDGET SUMMARY

	2014-15 Actual	2015-16 Actual	2016-17 Revised	2017-18 Budget
BUDGET:				
Employee Services	0	45,645	1,131,230	964,005
Maintenance & Operations	399,104	312,396	422,320	330,670
Internal Service Charges	56,075	59,340	64,635	64,770
Total Budget	<u>455,179</u>	<u>417,381</u>	<u>1,618,185</u>	<u>1,359,445</u>



**CITY OF ESCONDIDO
 FY 2017-18 Operating Budget
 Line Item Detail**

	<u>2014-15 ACTUAL</u>	<u>2015-16 ACTUAL</u>	<u>2016-17 REVISED</u>	<u>2017-18 BUDGET</u>
001-701 NON-DEPARTMENTAL				
5001 REGULAR FULL-TIME	0	0	1,085,230	900,000
5026 REPLACEMENT BENEFIT CONTRIBUTION	0	45,645	46,000	45,000
5029 PERS-UNFUNDED LIABILITY	0	0	0	19,005
TOTAL, EMPLOYEE SERVICES	0	45,645	1,131,230	964,005
5131 PROFESSIONAL SERVICES	0	54	0	0
5190 OTHER EXPENSES	397,976	312,341	422,320	330,670
5194 MINOR OFFICE EQUIPMENT	1,128	0	0	0
TOTAL, M & O	399,104	312,396	422,320	330,670
5164 FLEET SERVICES	26,050	26,050	26,960	25,490
5165 DUPLICATING	15	15	3,465	3,800
5178 OFFICE AUTOMATION	20,050	20,175	21,310	22,240
5183 INSURANCE	9,960	13,100	12,900	13,240
TOTAL, INTERNAL SERVICE CHARGES	56,075	59,340	64,635	64,770
TOTAL, NON-DEPARTMENTAL	455,179	417,381	1,618,185	1,359,445



CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary

COMMUNITY RELATIONS



DESCRIPTION

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

DEPARTMENT PRIORITIES

Not applicable

MAJOR BUDGET IMPACTS

None

CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary

CENTER FOR THE ARTS



DESCRIPTION

With a mission of bringing people together to discover, create and celebrate both the visual and performing arts, the California Center for the Arts, 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 Wednesdays 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

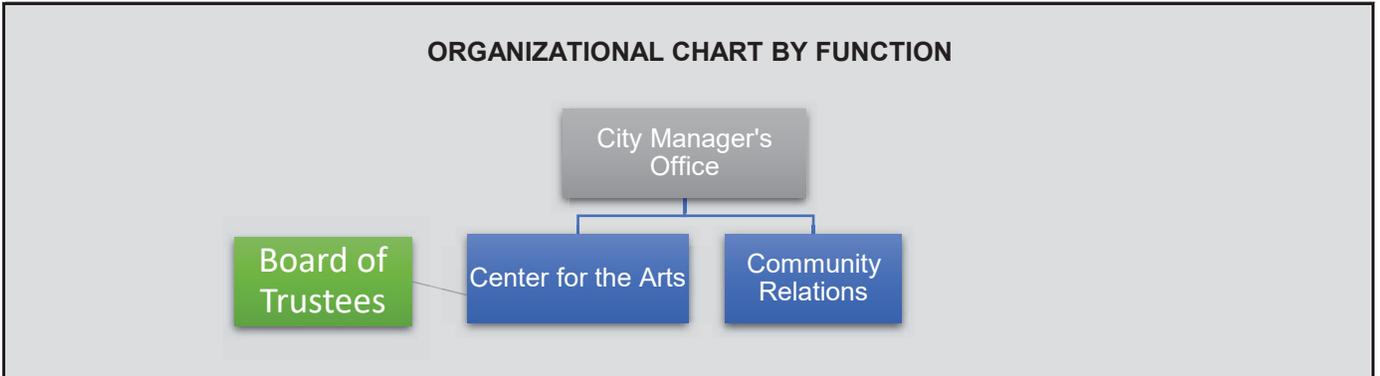
Not applicable

MAJOR BUDGET IMPACTS

- Increased management fee by 2% change in CPI
- Projected decrease in the cost of utilities
- Increase in internal service charges, primarily building maintenance

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

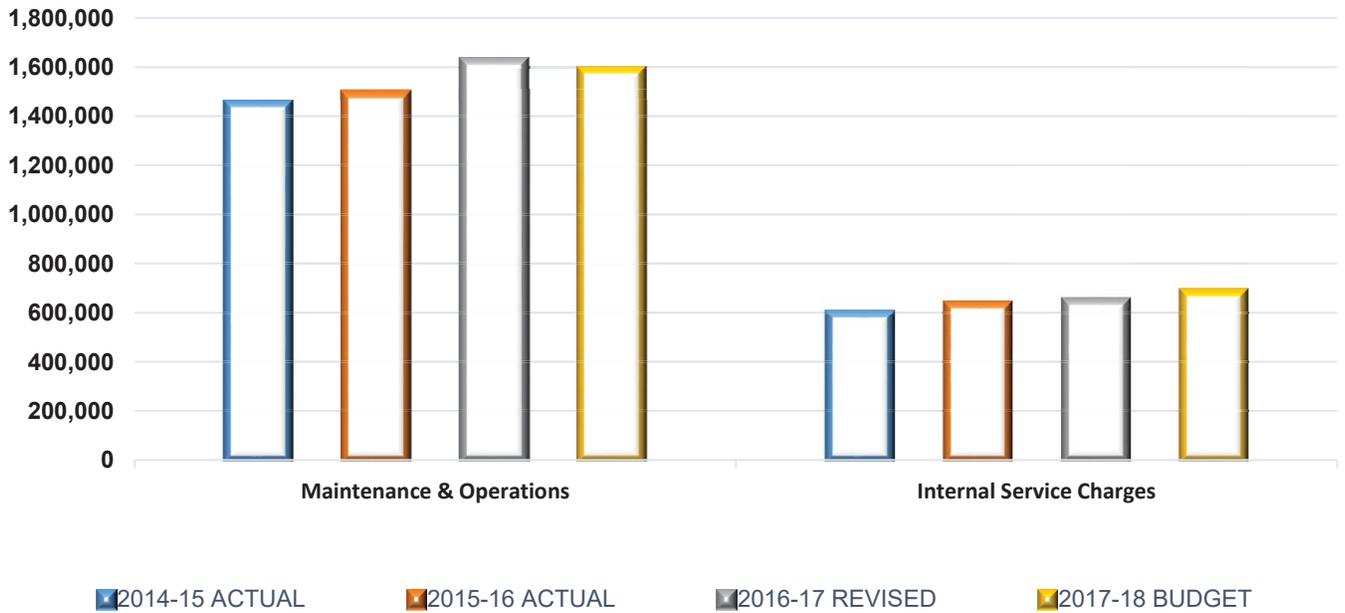
COMMUNITY RELATIONS AND CENTER FOR THE ARTS



BUDGET SUMMARY

	2014-15 Actual	2015-16 Actual	2016-17 Revised	2017-18 Budget
BUDGET:				
Maintenance & Operations	1,447,810	1,489,958	1,621,115	1,585,630
Internal Service Charges	592,795	635,115	645,815	686,310
Total Budget	<u>2,040,605</u>	<u>2,125,073</u>	<u>2,266,930</u>	<u>2,271,940</u>

LINE ITEM DETAIL TREND



**CITY OF ESCONDIDO
 FY 2017-18 Operating Budget
 Line Item Detail**

	2014-15 ACTUAL	2015-16 ACTUAL	2016-17 REVISED	2017-18 BUDGET
5131-001-705 COMMUNITY RELATIONS				
COMMUNITY EVENT DIRECT SUPPORT				
Community Fireworks	15,000	15,000	31,300	31,300
Downtown Business Association-Cruising Grand	0	0	15,600	15,600
Jaycee's Christmas Parade	13,000	14,000	44,270	44,270
Other	2,184	0	0	0
TOTAL, COMMUNITY RELATIONS	30,184	29,000	91,170	91,170

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Line Item Detail**

		<u>2014-15 ACTUAL</u>	<u>2015-16 ACTUAL</u>	<u>2016-17 REVISED</u>	<u>2017-18 BUDGET</u>
001-140	CENTER FOR THE ARTS				
5131	PROFESSIONAL SERVICES/CONTRACTS	700,970	714,290	725,720	740,235
5170	UTILITIES	712,431	742,443	800,000	750,000
5525	LOAN PRINCIPAL EXPENSE	4,225	4,225	4,225	4,225
	TOTAL, M & O	1,417,626	1,460,958	1,529,945	1,494,460
5125	BUILDING MAINTENANCE	500,460	533,175	547,370	581,370
5172	TELECOMMUNICATIONS	37,200	45,200	39,570	43,265
5178	OFFICE AUTOMATION	55,135	56,740	58,875	61,675
	TOTAL, INTERNAL SERVICE CHARGES	592,795	635,115	645,815	686,310
	TOTAL, CENTER FOR THE ARTS	2,010,421	2,096,073	2,175,760	2,180,770

Special Revenue Funds

**CITY OF ESCONDIDO
FY 2017-18 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	\$95,430
TOTAL, Sources	\$95,430

Uses of Funds:

<u>Operating Budget</u>	
Maintenance and Operations	12,715
Allocations	82,715
TOTAL, Uses	\$95,430

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

VEHICLE PARKING DISTRICT



DESCRIPTION

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

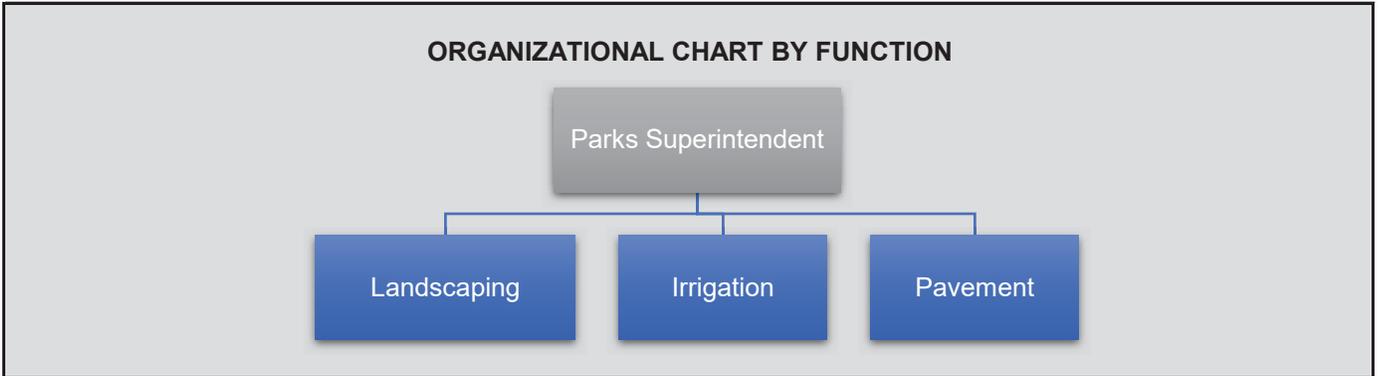
- Maintain parking areas for safety and appearance

MAJOR BUDGET IMPACTS

None

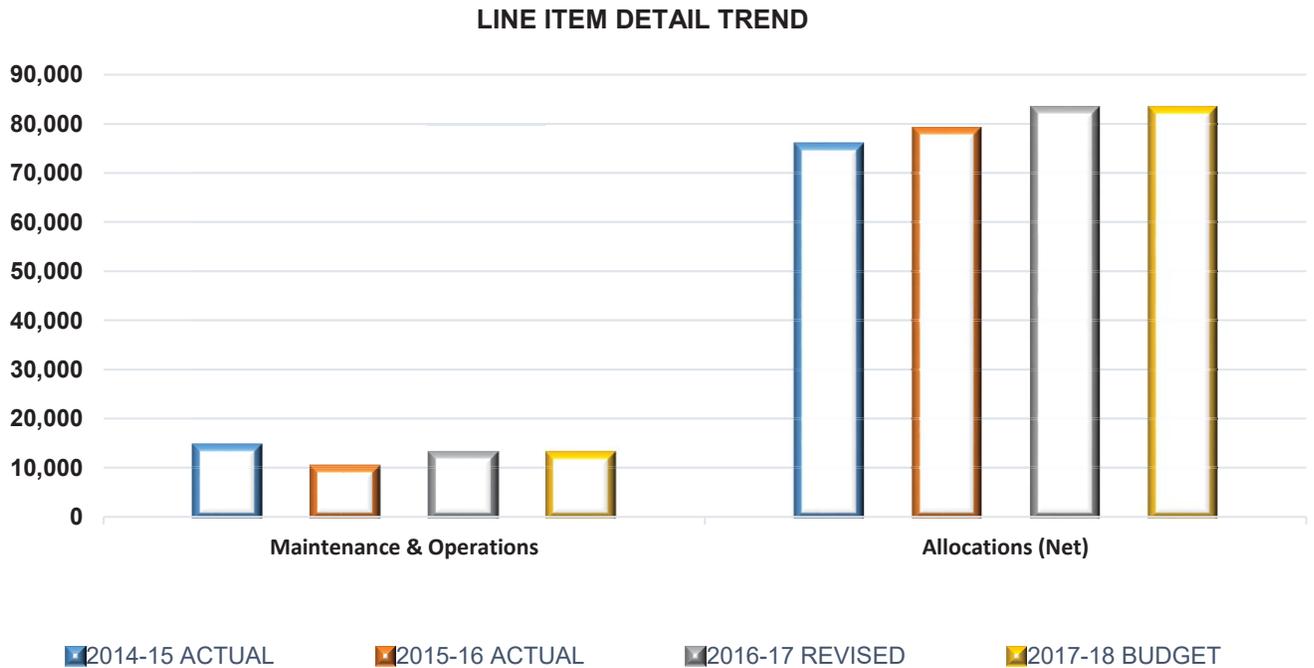
**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

VEHICLE PARKING DISTRICT



BUDGET SUMMARY

	2014-15 Actual	2015-16 Actual	2016-17 Revised	2017-18 Budget
BUDGET:				
Maintenance & Operations	14,205	9,783	12,715	12,715
Allocations (Net)	75,385	78,400	82,710	82,715
Total Budget	<u>89,590</u>	<u>88,183</u>	<u>95,425</u>	<u>95,430</u>



**CITY OF ESCONDIDO
 FY 2017-18 Operating Budget
 Line Item Detail**

		<u>2014-15 ACTUAL</u>	<u>2015-16 ACTUAL</u>	<u>2016-17 REVISED</u>	<u>2017-18 BUDGET</u>
107-409	VEHICLE PARKING DISTRICT				
5101	OFFICE & OPERATING SUPPLIES	0	0	200	200
5170	UTILITIES	6,268	4,603	6,215	6,215
5171	WATER	7,938	5,180	6,300	6,300
	TOTAL, M & O	14,205	9,783	12,715	12,715
	SUBTOTAL, VEHICLE PARKING DISTRICT	14,205	9,783	12,715	12,715
5901	ALLOCATED IN	75,385	78,400	82,710	82,715
	TOTAL, VEHICLE PARKING DISTRICT	89,590	88,183	95,425	95,430

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Special Revenue Fund Sources and Uses**

ASES

This fund was created to account for transactions related to the ASES grant provided by the State. The resources are expended for the On Track after school program serving approximately 775 students per month.

Sources of Funds:

Grant	\$ 839,840
Transfer from General Fund	67,290
TOTAL, Sources	<u><u>\$ 907,130</u></u>

Uses of Funds:

<u>Operating Budget</u>	
Employee Services	\$ 894,335
Maintenance and Operations	71,975
Internal Service Charges	100,210
Allocations	(159,390)
TOTAL, Uses	<u><u>\$ 907,130</u></u>

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

AFTER SCHOOL EDUCATION & SAFETY (ASES)



DESCRIPTION

The ASES Program is a grant funded program designed to close the achievement gap for students by improving academic performance through active learning, skill mastery, and enrichment activities in a safe and supportive environment. In partnership with the Escondido Union School District, the Community Services Department offers this program at five elementary schools (Conway, Farr Avenue, Juniper, Oak Hill, and Rock Springs).

The overarching goals of the program are to increase:

- Student academic achievement through dedicated practice of reading skills, language arts, and math fluencies as determined by Common Core State Standards with a focus on high quality science, technology, engineering, and math (STEM) programming
- Physical fitness and activity by implementing 45-minutes of moderate to vigorous exercise through organized play daily and development of wellness programming
- Student, school, and community safety through implementation of cyber-safety awareness, a collaborative partnership with the police department, and personal student safety program activities

Future Challenges - The following reflects changes to the amount received and uses of the grant funds:

- Anticipated reduction in grant funding by \$2,400
- Grant rules disallow use of funds for utilities and insurance expenses, and only permits 1.6% of the total grant for building maintenance costs leaving an approximate unfunded liability of \$67,290

DEPARTMENT PRIORITIES

- Achieve student academic skill improvement through dedicated practice of reading, language arts, and math fluencies as determined by Common Core State Standards

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

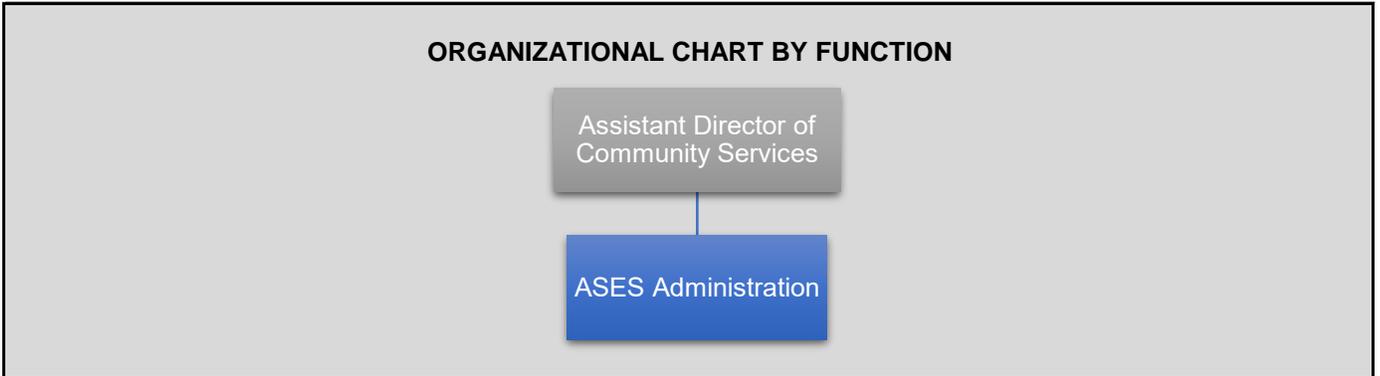
- Implement daily 45-minutes of moderate to vigorous physical fitness and activity through organized and supervised play as well as through wellness programs
- Collaborate with the Escondido Police Department to provide a student, school, and community safety program to accomplish personal student safety and cyber-safety awareness

MAJOR BUDGET IMPACTS

- Increase in employee services due to the addition of one full-time Recreation Coordinator position and an increase in temporary part-time staff
- Increase in M & O is primarily for On Track supplies
- Increase in internal service charges, primarily building maintenance
- Increase in allocations out, primarily to Recreation for the On Track program
- Transfer in from the General Fund to cover costs that are no longer eligible for grant funding: utilities, insurance and a portion of building maintenance costs
- Approximately \$14,000 decrease in the projected amount of grant funding

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

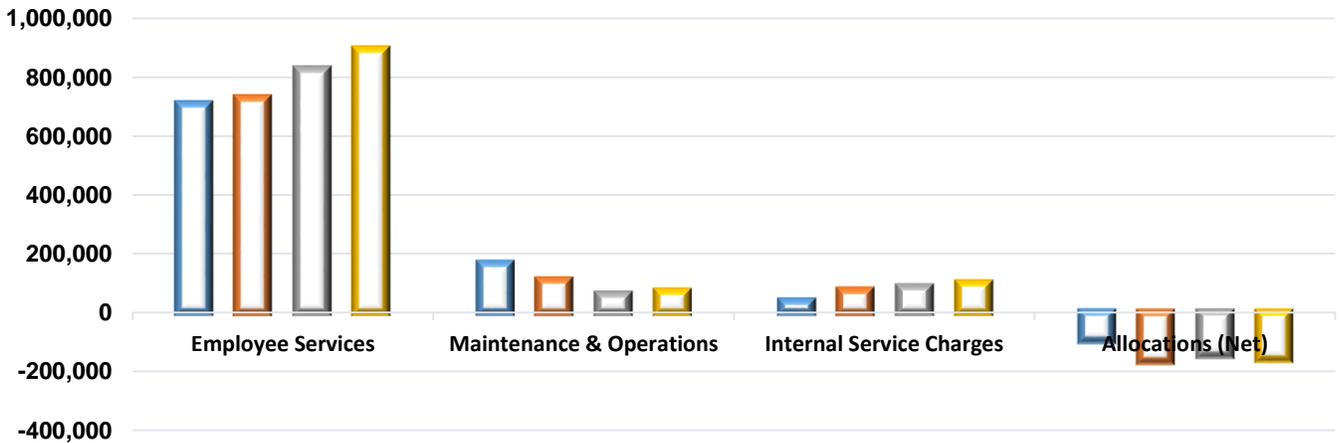
ASES



BUDGET SUMMARY

	2014-15 Actual	2015-16 Actual	2016-17 Revised	2017-18 Budget
STAFFING:				
Contract Grant Funded	2.0	2.0	2.0	3.0
Temporary Part-Time (FTE)	24.2	24.2	26.8	28.8
Department Total	<u>26.2</u>	<u>26.2</u>	<u>28.8</u>	<u>31.8</u>
BUDGET:				
Employee Services	706,050	726,054	823,430	894,335
Maintenance & Operations	165,686	109,815	61,070	71,975
Internal Service Charges	37,569	75,175	86,095	100,210
Allocations (Net)	<u>(95,777)</u>	<u>(165,546)</u>	<u>(145,410)</u>	<u>(159,390)</u>
Total Budget	<u>813,528</u>	<u>745,498</u>	<u>825,185</u>	<u>907,130</u>

LINE ITEM DETAIL TREND



■ 2014-15 ACTUAL

■ 2015-16 ACTUAL

■ 2016-17 REVISED

■ 2017-18 BUDGET

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Line Item Detail**

		<u>2014-15 ACTUAL</u>	<u>2015-16 ACTUAL</u>	<u>2016-17 REVISED</u>	<u>2017-18 BUDGET</u>
112-111	ASES				
5002	GRANT FUNDED POSITIONS	99,161	109,996	114,855	157,675
5004	TEMPORARY PART-TIME	483,908	484,091	536,130	576,735
5020	OVERTIME	427	0	0	0
5025	OTHER EMPLOYEE OVERHEAD	36,085	13,597	13,500	16,085
5026	PERS-NORMAL COST	71,219	94,492	107,170	37,565
5029	PERS-UNFUNDED LIABILITY	0	0	0	26,695
5027	MEDICAL	3,907	5,080	5,410	29,225
5028	WORKERS' COMPENSATION	7,970	14,984	42,385	46,260
5030	FLEXIBLE BENEFITS	3,372	3,814	3,980	4,095
	TOTAL, EMPLOYEE SERVICES	706,050	726,054	823,430	894,335
5101	OFFICE/OPERATING SUPPLIES	70,940	39,338	17,000	29,375
5126	MAINTENANCE OF EQUIPMENT	148	60	100	100
5131	PROFESSIONAL SERVICES/CONTRACTS	87,271	59,226	29,600	30,000
5160	TRAINING AND MEETINGS	15	1,568	2,000	2,000
5162	DUES AND SUBSCRIPTIONS	0	347	500	500
5166	OTHER DUPLICATING	32	0	0	0
5167	ADVERTISING AND PRINTING	75	1,318	1,500	1,800
5170	UTILITIES	0	0	2,370	0
5173	OTHER TELEPHONE	7,206	7,958	8,000	8,200
	TOTAL, M & O	165,686	109,815	61,070	71,975
5125	BUILDING MAINTENANCE	19,369	23,135	36,730	58,790
5165	DUPLICATING	8,000	11,710	6,525	8,045
5172	TELECOMMUNICATIONS	975	6,745	6,645	1,620
5178	OFFICE AUTOMATION	5,000	5,370	9,325	9,735
5183	INSURANCE	4,225	28,215	26,870	22,020
	TOTAL, INTERNAL SERVICE CHARGES	37,569	75,175	86,095	100,210

**CITY OF ESCONDIDO
 FY 2017-18 Operating Budget
 Line Item Detail**

	<u>2014-15 ACTUAL</u>	<u>2015-16 ACTUAL</u>	<u>2016-17 REVISED</u>	<u>2017-18 BUDGET</u>
112-111 ASES				
SUBTOTAL, COMMUNITY SERVICES/ASES	909,305	911,044	970,595	1,066,520
5901 ALLOCATED IN	66,143	0	0	0
5902 ALLOCATED OUT	(161,920)	(165,546)	(145,410)	(159,390)
TOTAL, ASES	813,528	745,498	825,185	907,130

**CITY OF ESCONDIDO
FY 2017-18 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.

Sources of Funds:

Green Fees	\$407,260
Cart Rental	136,690
Golf Merchandise Sales	30,950
Food and Beverage Rent	7,740
Other Revenue	2,230
Transfer from General Fund	102,150
TOTAL, Sources	<u><u>\$687,020</u></u>

Uses of Funds:

<u>Operating Budget</u>	
Maintenance and Operations	\$687,020
TOTAL, Uses	<u><u>\$687,020</u></u>

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

REIDY CREEK GOLF COURSE



DESCRIPTION

Reidy Creek is regarded as one of the country's finest and challenging par 3 courses. Reidy Creek was carefully designed by course architect Cal Olson to maximize its natural valley setting to offer 18 distinctive holes. Every hole at this Escondido golf course is unique and the undulating, well maintained greens are protected by dramatic bunkers and water features. The front nine is tighter than the back nine and the holes are generously spaced as you glide through this natural layout at the base of the Escondido Mountains. Its scenic design

provides a challenge to experienced golfers and lends itself to be extremely playable for the beginner.

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. In the Creekside Tavern you may indulge in a wide variety of your favorite beers and wines including some of San Diego's finest award winning local brews. You will also enjoy a variety of snacks paired with the friendliest and always professional staff.

This golf course is managed by JC Resorts who has been a leader in the management and operation of premium resort and golf properties since 1971.

DEPARTMENT PRIORITIES

- Continue to increase exposure to new golfers and foot golfers
- Improve repeat returns through advertising, JC player specials and daily offers
- Bring in new golf leagues
- Continue to bring in creative events to the course to increase revenue

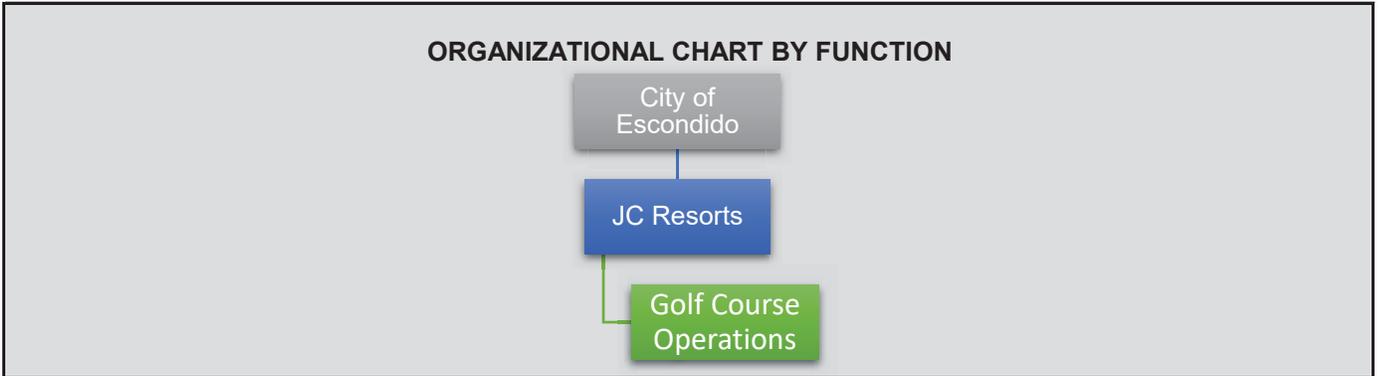
**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

MAJOR BUDGET IMPACTS

- Increase in M & O is primarily due to increase in golf course operation expenses
- \$102,150 Transfer in from the General Fund to cover operations

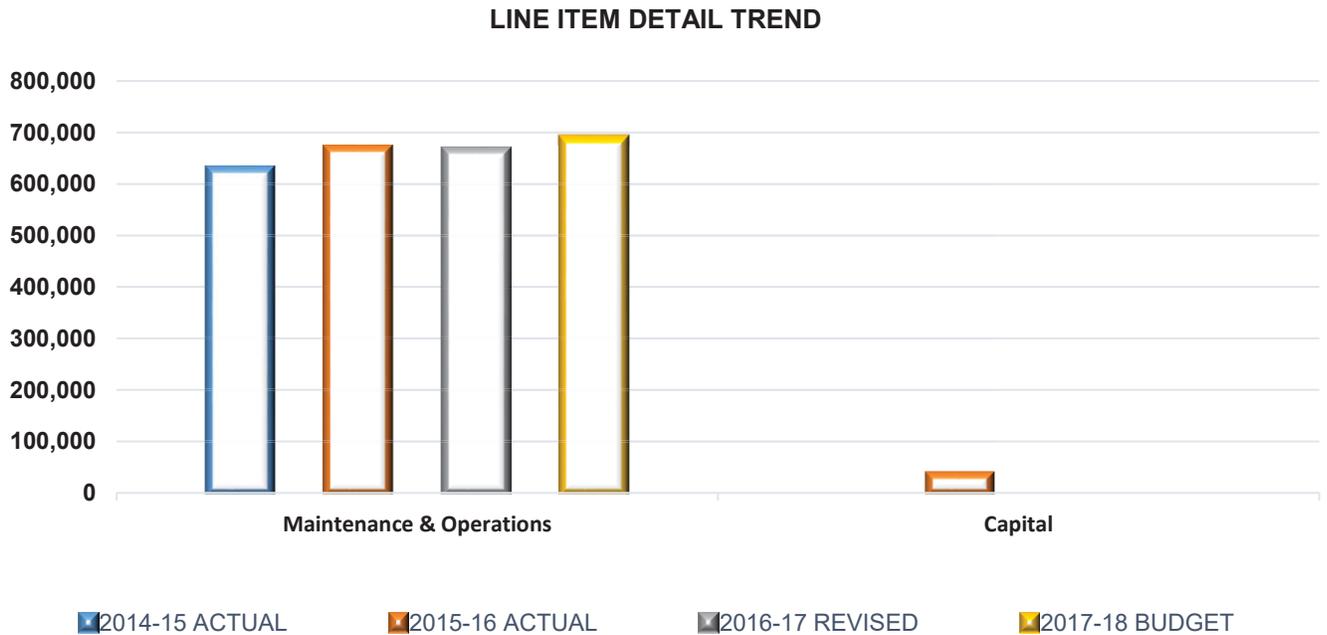
**CITY OF ESCONDIDO
 FY 2017-18 Operating Budget
 Department Summary**

REIDY CREEK GOLF COURSE



BUDGET SUMMARY

	2014-15 Actual	2015-16 Actual	2016-17 Revised	2017-18 Budget
BUDGET:				
Maintenance & Operations	627,320	667,261	664,395	687,020
Capital	0	35,085	0	0
Total Budget	<u>627,320</u>	<u>702,346</u>	<u>664,395</u>	<u>687,020</u>



**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Line Item Detail**

		<u>2014-15 ACTUAL</u>	<u>2015-16 ACTUAL</u>	<u>2016-17 REVISED</u>	<u>2017-18 BUDGET</u>
553-130	REIDY CREEK GOLF COURSE				
5118	MISCELLANEOUS MOTIVE	4,646	6,146	6,145	5,630
5119	ACCIDENT REPAIRS	0	504	0	0
5131	PROFESSIONAL SERVICES	72,364	75,623	79,230	80,855
5155	GOLF SHOP OPERATIONS	151,103	175,122	164,770	185,210
5156	GOLF COURSE MAINTENANCE	303,626	322,199	325,190	326,625
5157	GOLF COURSE GENERAL AND ADMIN	65,506	62,364	62,350	62,705
5158	GOLF COURSE MERCHANDISE	25,112	19,640	21,145	21,050
5169	OTHER INSURANCE	4,963	5,663	5,565	4,945
	TOTAL, M & O	627,320	667,261	664,395	687,020
5208	MOTIVE EQUIPMENT	0	35,085	0	0
	TOTAL, CAPITAL	0	35,085	0	0
	TOTAL, REIDY CREEK GOLF COURSE	627,320	702,346	664,395	687,020



**CITY OF ESCONDIDO
 FY 2017-18 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:

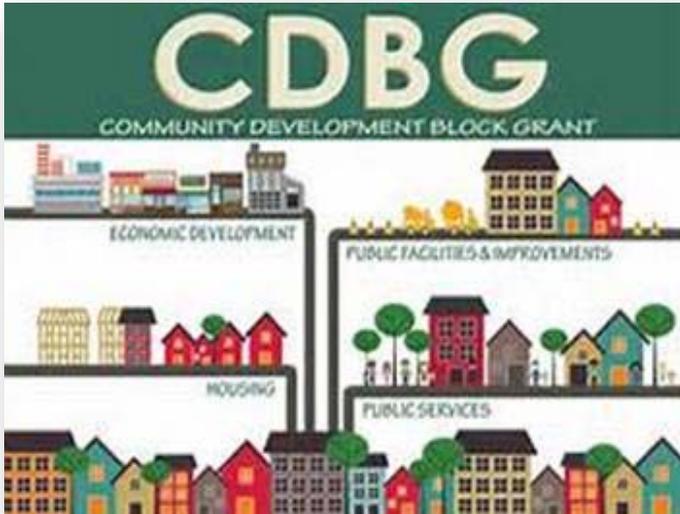
	Grant	\$1,588,665
	TOTAL, Sources	<u><u>\$1,588,665</u></u>

Uses of Funds:

	<u>Operating Budget</u>	
	Employee Services	\$268,450
	Maintenance and Operations	31,600
	Internal Service Charges	34,265
	Allocations	(51,110)
	TOTAL, Operating Budget	<u>283,205</u>
	CDBG Capital Projects	1,034,775
	CDBG Fair Housing Contract	34,500
	CDBG Public Service	236,185
	TOTAL, Uses	<u><u>\$1,588,665</u></u>

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ADMIN



DESCRIPTION

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 City programs for seniors at the Park Avenue Community Center and recreation programs for children, as well as non-profit services including Meals on Wheels and Solutions for Change. CDBG funds have also been used to fund revitalization efforts including supplementary Code Enforcement, Project NEAT and graffiti removal efforts. Recent capital improvement projects have included security improvements at the Escondido Community Child Development Center, and improved lighting and closing infrastructure gaps in our neighborhoods.

Did you know?

- Escondido has 18 Neighborhood Groups, including our newest, Rose to Fairdale, which was formed in 2015

- The Rustic Village Passive Park was created as a partnership of the Rustic Village Neighborhood Group, CDBG Admin, San Diego Habitat for Humanity, and a large number of volunteers.

Future Challenge - It is unknown at what level the federal government will fund federal Block Grants, including CDBG, and whether it will provide resources to assist cities to address a wide range of unique community development needs.

DEPARTMENT PRIORITIES

- Continue Neighborhood Outreach programs

- Support and expand neighborhood groups and the development of neighborhood leaders

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

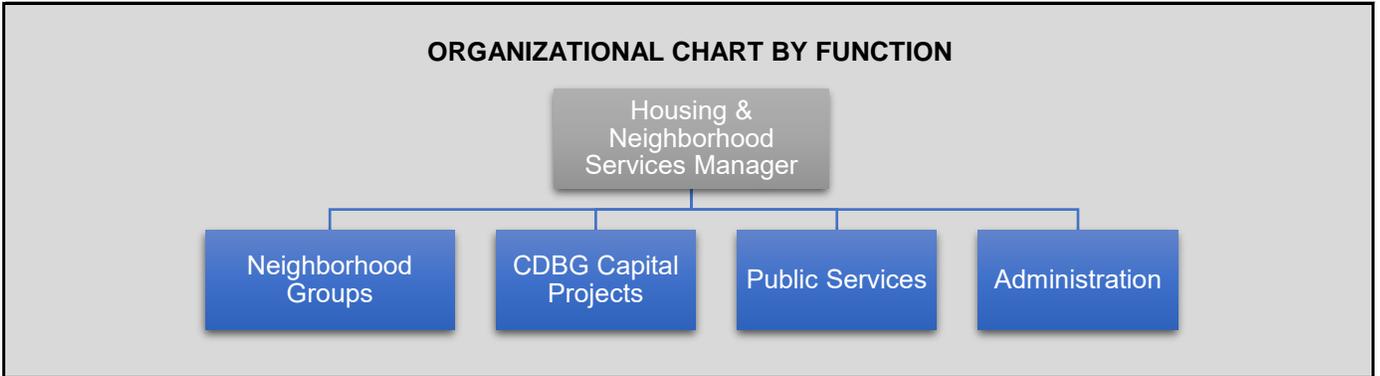
- Continue the successful Project NEAT, Code Enforcement, Graffiti eradication efforts and Neighborhood transformation Project (NTP) efforts
- Continue neighborhood street improvement projects
- Implement One-Year Action Plan consistent with the Five-Year Consolidated Plan

MAJOR BUDGET IMPACTS

- Decrease in employee services primarily due to elimination of one full-time Department Assistant position
- Decrease in internal service charges, primarily general liability insurance charges
- Decrease in allocations out to capital projects
- Approximately \$74,000 increase in grant award amount

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

COMMUNITY DEVELOPMENT BLOCK GRANT ADMIN



BUDGET SUMMARY

	2014-15 Actual	2015-16 Actual	2016-17 Revised	2017-18 Budget
STAFFING:				
Regular Full-Time	4.0	4.0	4.0	3.0
BUDGET:				
Employee Services	313,838	278,686	343,530	268,450
Maintenance & Operations	12,997	12,723	19,450	31,600
Internal Service Charges	37,085	39,345	41,525	34,265
Allocations (Net)	<u>(121,136)</u>	<u>(96,264)</u>	<u>(135,550)</u>	<u>(51,110)</u>
Total Budget	242,783	234,490	268,955	283,205

LINE ITEM DETAIL TREND



■ 2014-15 ACTUAL

■ 2015-16 ACTUAL

■ 2016-17 REVISED

■ 2017-18 BUDGET

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Line Item Detail**

		<u>2014-15</u> <u>ACTUAL</u>	<u>2015-16</u> <u>ACTUAL</u>	<u>2016-17</u> <u>REVISED</u>	<u>2017-18</u> <u>BUDGET</u>
116-109 CDBG ADMIN					
5002	CONTRACT AND GRANT FUNDED POSITIONS	198,699	176,194	211,850	165,015
5004	TEMPORARY PART-TIME	177	0	0	0
5025	OTHER EMPLOYEE OVERHEAD	27,768	9,073	10,260	8,055
5026	PERS-NORMAL COST	42,843	50,210	64,450	16,550
5029	PERS-UNFUNDED LIABILITY	0	0	0	34,925
5027	MEDICAL	30,805	30,998	42,590	32,930
5028	WORKERS' COMPENSATION	1,270	1,389	1,400	1,085
5030	FLEXIBLE BENEFITS	12,276	10,823	12,980	9,890
TOTAL, EMPLOYEE SERVICES		313,838	278,686	343,530	268,450
5101	OFFICE/OPERATING SUPPLIES	1,299	1,195	2,000	2,500
5126	MAINTENANCE OF EQUIPMENT	148	30	200	300
5131	PROFESSIONAL SERVICES/CONTRACTS	7,755	4,610	6,500	14,900
5160	TRAINING AND MEETINGS	231	684	1,500	2,000
5161	MILEAGE REIMBURSEMENT	150	422	1,000	1,000
5162	DUES AND SUBSCRIPTIONS	0	552	750	750
5166	OTHER DUPLICATING	0	896	500	750
5167	ADVERTISING AND PRINTING	965	1,901	3,000	3,400
5173	OTHER TELEPHONE	940	931	1,000	3,000
5190	OTHER EXPENSE	1,509	1,502	3,000	3,000
TOTAL, M & O		12,997	12,723	19,450	31,600
5125	BUILDING MAINTENANCE	9,230	10,625	11,500	10,155
5164	FLEET SERVICES	1,600	1,605	2,020	1,260
5165	DUPLICATING	5,290	3,420	4,170	2,555
5172	TELECOMMUNICATIONS	720	845	975	970
5175	MAIL SERVICES	720	1,475	1,100	1,320
5178	OFFICE AUTOMATION	7,935	7,970	7,910	9,655

**CITY OF ESCONDIDO
 FY 2017-18 Operating Budget
 Line Item Detail**

		<u>2014-15 ACTUAL</u>	<u>2015-16 ACTUAL</u>	<u>2016-17 REVISED</u>	<u>2017-18 BUDGET</u>
116-109	CDBG ADMIN				
5183	INSURANCE	11,590	13,405	13,850	8,350
	TOTAL, INTERNAL SERVICE CHARGES	37,085	39,345	41,525	34,265
	SUBTOTAL, CDBG/ADMIN	363,919	330,755	404,505	334,315
5901	ALLOCATED IN	65,350	70,605	72,940	74,750
5902	ALLOCATED OUT	(186,486)	(166,869)	(208,490)	(125,860)
	TOTAL, CDBG ADMIN	242,783	234,490	268,955	283,205

**CITY OF ESCONDIDO
FY 2017-18 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	\$797,050
Charges to Departments	6,455
Interest	595
Use of Available Fund Balance	229,175
TOTAL, Sources	<u><u>\$1,033,275</u></u>

Uses of Funds:

<u>Operating Budget</u>	
Maintenance and Operations	\$875,595
Internal Service Charges	3,100
Allocations	154,580
TOTAL, Uses	<u><u>\$1,033,275</u></u>

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

LANDSCAPE MAINTENANCE DISTRICT (LMD)



DESCRIPTION

Maintaining the Quality of the View - The City's LMD operates to maintain developer-installed landscaping in 34 neighborhoods, referred to as zones. Each zone was created at the time the neighborhood was constructed, which means each landscape plan is unique, has distinct maintenance needs, and has its own operating budget. Each zone was formed in accordance with the Lighting and Landscaping Act of 1972 and Proposition 218 as required by law.

Challenges - In recent years the City has experienced drought followed by storms. Plants that were stressed and dying from lack of water were then ravaged by deluges. In the process we lost a lot of planting, including trees.

Meeting the Challenge - The City takes pride in its appearance and has

dedicated the current LMD budget to repairing drought and storm damaged landscaping. This will be an ongoing process for the next two years within the constraints of each zone operating budget.

Opportunities - The drought revealed weaknesses in the City's landscaping and irrigation that helped to identify potential projects to reduce water usage. One such project was taking advantage of Metropolitan Water District rebate programs to purchase a web-based irrigation system that allows the City to reduce water use and costs throughout the LMD. The City also purchased water-efficient irrigation nozzles through the same program, which will add to water savings and cost reductions. The City anticipates using cost savings to continue the plant replacement process within each zone as budgets allow.

Reliable Contractors - The LMD is maintained by contractors that bid for the privilege of serving our neighborhoods. The City has been fortunate to work with contractors that are conscientious about keeping the landscaping beautiful. The City has direct contact with contractors on a daily basis.

Public Support - The LMD is grateful for residents who are actively involved in reporting any concerns they have in the district. The LMD Administrator routinely meets residents and

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

contractors in the field to address concerns and/or to ensure LMD zones are maintained according to contract agreements approved for each zone.

DEPARTMENT PRIORITIES

- Manage landscape maintenance contractors to ensure they comply with maintenance plans and standards for each Landscape Maintenance District (LMD) zone
- Develop and monitor the LMD budget for each zone to cover administrative and maintenance costs
- Provide administrative services for annexation requests from developers when developments join or form new LMD zones
- Respond to public requests for LMD information in a timely, professional, and effective manner

MAJOR BUDGET IMPACTS

- Increase in M & O primarily due to installation of new web based irrigation system
- Increase in allocations out due to Engineering and Public Works reorganization
- Use of \$229,175 in available fund balance

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

LANDSCAPE MAINTENANCE DISTRICT

ORGANIZATIONAL CHART BY FUNCTION

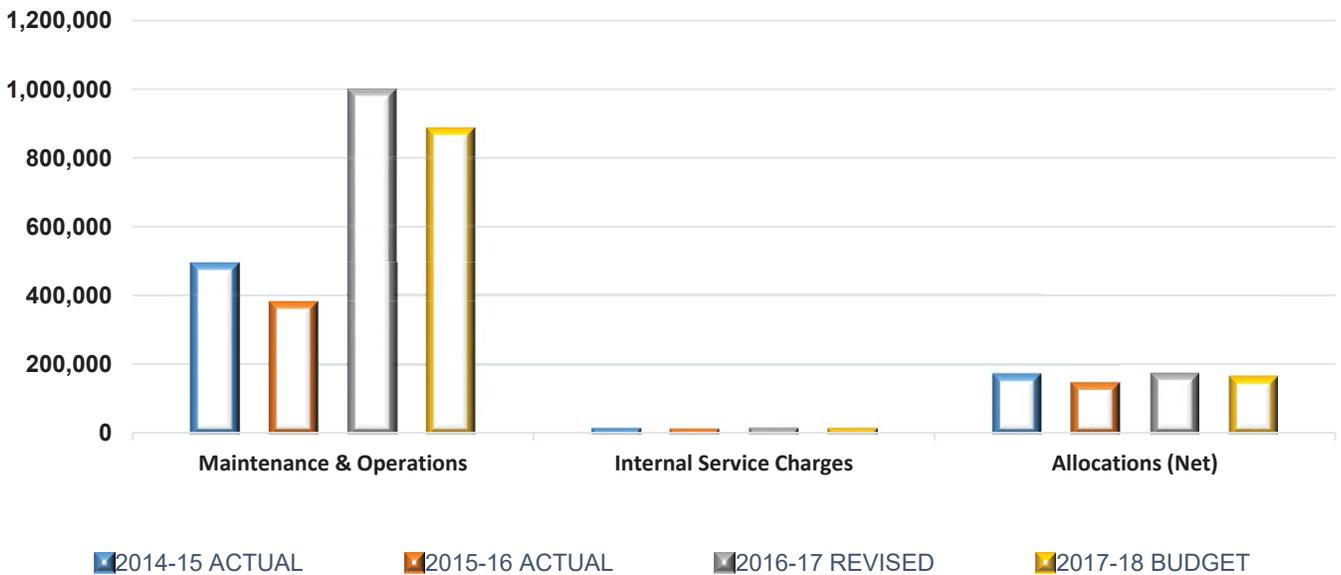
Management Analyst-
Streets

LMD Maintenance
Management

BUDGET SUMMARY

	2014-15 Actual	2015-16 Actual	2016-17 Revised	2017-18 Budget
BUDGET:				
Maintenance & Operations	483,691	370,957	988,560	875,595
Internal Service Charges	2,545	1,485	3,400	3,100
Allocations (Net)	161,135	135,615	163,990	154,580
Total Budget	<u>647,371</u>	<u>508,057</u>	<u>1,155,950</u>	<u>1,033,275</u>

LINE ITEM DETAIL TREND



**CITY OF ESCONDIDO
 FY 2017-18 Operating Budget
 Line Item Detail**

	<u>2014-15 ACTUAL</u>	<u>2015-16 ACTUAL</u>	<u>2016-17 REVISED</u>	<u>2017-18 BUDGET</u>
126-795 LANDSCAPE MAINTENANCE DISTRICT				
5131 PROFESSIONAL SERVICES	243,034	247,691	618,570	471,590
5170 UTILITIES	3,077	2,947	9,090	16,620
5171 WATER	237,580	120,319	360,900	383,500
5173 OTHER TELEPHONE	0	0	0	3,885
TOTAL, M & O	483,691	370,957	988,560	875,595
5183 INSURANCE	2,545	1,485	3,400	3,100
TOTAL, INTERNAL SERVICE CHARGES	2,545	1,485	3,400	3,100
SUBTOTAL, LANDSCAPE MAINTENANCE DISTRICT	486,236	372,442	991,960	878,695
5901 ALLOCATED IN	161,135	135,615	163,990	154,580
TOTAL, LANDSCAPE MAINTENANCE DISTRICT	647,371	508,057	1,155,950	1,033,275



**CITY OF ESCONDIDO
FY 2017-18 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	\$400,000
Transfer from General Fund	25,000
CalHOME Grant	1,700,000
TOTAL, Sources	<u><u>\$2,125,000</u></u>

Uses of Funds:

<u>Operating Budget</u>	
Employee Services	\$347,435
Maintenance and Operations	145,200
Internal Service Charges	34,670
Allocations	(176,060)
TOTAL, Operating Budget	<u><u>351,245</u></u>
Housing Programs/Future Development	153,490
CalHOME Grant-Rehabilitation Programs	1,620,265
TOTAL, Uses	<u><u>\$2,125,000</u></u>

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

SUCCESSOR AGENCY - HOUSING



DESCRIPTION

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 publically 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, administrative support for federal Emergency Solutions Grant funds assisting people who are homeless and at-risk of homelessness, an acquisition-rehabilitation development, and a new construction development.

Did you know?

- Since the dissolution of the Redevelopment Agency, the City has been able to fund two new projects using ERAF repayments: Crossings at Escondido Boulevard and a Solutions for Change project serving formerly homeless families
- Successor Agency – Housing pursued a grant to offer owner-occupied rehabilitation loans for single family homeowners and mobile home owners. Funds are available through 2017.

Future Challenge - The Successor Agency – Housing budget depends on the repayment of first time homebuyer and owner-occupied rehabilitation loans as well as the repayment of loans made for multi-family housing. Due to low and uncertain funding, the division must primarily focus on monitoring of existing projects rather than expansion of services.

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

DEPARTMENT PRIORITIES

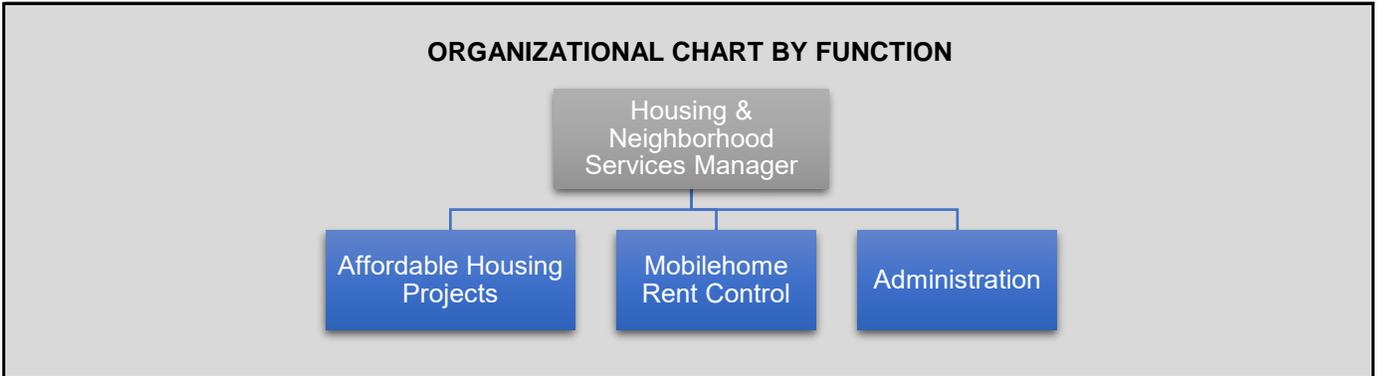
- Continue to provide the highest level of customer service
- Implement direction from the City Council on Successor Housing Agency program additions and/or program changes
- Assess the effectiveness of affordable housing programs and special projects through collection and analysis of available statistical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

MAJOR BUDGET IMPACTS

- Decrease in employee services primarily due to elimination of one full-time Program Assistant position
- Decrease in rental subsidy program costs
- Increase in internal service charges, primarily duplicating and mail services charges
- Decrease in allocations in primarily due to promotion of Director of Community Development to the City Manager's office resulting in a decrease in allocations in from the Planning department
- Advances from Successor Agency-Redevelopment were paid back during 2016-17, resulting in a significant decrease in funding for Housing Programs/Future Development during 2017-18

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

SUCCESSOR AGENCY-HOUSING



BUDGET SUMMARY

	2014-15 Actual	2015-16 Actual	2016-17 Revised	2017-18 Budget
STAFFING:				
Regular Full-Time	3.0	3.0	3.0	3.0
Grant Funded	0.0	1.0	1.0	0.0
Department Total	<u>3.0</u>	<u>4.0</u>	<u>4.0</u>	<u>3.0</u>
BUDGET:				
Employee Services	306,393	382,240	411,485	347,435
Maintenance & Operations	285,888	253,032	154,000	145,200
Internal Service Charges	34,370	35,090	29,595	34,670
Allocations (Net)	<u>(125,704)</u>	<u>(144,539)</u>	<u>(164,670)</u>	<u>(176,060)</u>
Total Budget	<u>500,947</u>	<u>525,823</u>	<u>430,410</u>	<u>351,245</u>



**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Line Item Detail**

	<u>2014-15 ACTUAL</u>	<u>2015-16 ACTUAL</u>	<u>2016-17 REVISED</u>	<u>2017-18 BUDGET</u>
281-081 SUCCESSOR AGENCY-HOUSING				
5001 REGULAR FULL-TIME	217,046	224,165	226,365	224,770
5002 GRANT FUNDED POSITIONS	0	35,612	46,650	0
5025 OTHER EMPLOYEE OVERHEAD	23,955	10,797	10,985	8,130
5026 PERS-NORMAL COST	46,334	74,718	84,090	22,905
5029 PERS-UNFUNDED LIABILITY	0	0	0	49,260
5027 MEDICAL	7,814	21,017	25,390	25,465
5028 WORKERS' COMPENSATION	4,600	9,048	11,025	9,750
5030 FLEXIBLE BENEFITS	6,644	6,883	6,980	7,155
TOTAL, EMPLOYEE SERVICES	306,393	382,240	411,485	347,435
5101 OFFICE/OPERATING SUPPLIES	1,661	2,587	3,000	3,000
5126 MAINTENANCE OF EQUIPMENT	148	203	1,000	1,000
5131 PROFESSIONAL SERVICES/CONTRACTS	25,643	145,668	51,300	52,300
5136 RENTAL SUBSIDY	74,163	58,975	62,000	52,200
5139 OTHER BUILDING REPAIRS/MAINTENANCE	0	0	25,000	25,000
5160 TRAINING AND MEETINGS	1,129	204	2,000	2,000
5161 MILEAGE REIMBURSEMENT	69	0	1,000	1,000
5162 DUES AND SUBSCRIPTIONS	500	500	2,000	2,000
5167 ADVERTISING AND PRINTING	1,179	56	700	700
5190 OTHER EXPENSE	41	0	6,000	6,000
5199 LOAN WRITE-OFFS	181,356	44,839	0	0
TOTAL, M & O	285,888	253,032	154,000	145,200
5125 BUILDING MAINTENANCE	5,065	5,780	6,235	5,455
5165 DUPLICATING	4,335	3,770	3,070	5,180
5172 TELECOMMUNICATIONS	3,845	4,515	1,625	970
5175 MAIL SERVICES	6,925	5,975	5,005	8,885
5178 OFFICE AUTOMATION	9,360	9,400	6,660	5,560
5183 INSURANCE	4,840	5,650	7,000	8,620

**CITY OF ESCONDIDO
 FY 2017-18 Operating Budget
 Line Item Detail**

	<u>2014-15 ACTUAL</u>	<u>2015-16 ACTUAL</u>	<u>2016-17 REVISED</u>	<u>2017-18 BUDGET</u>
281-081 SUCCESSOR AGENCY-HOUSING				
TOTAL, INTERNAL SERVICE CHARGES	34,370	35,090	29,595	34,670
SUBTOTAL, SUCCESSOR AGENCY-HOUSING	626,651	670,362	595,080	527,305
5901 ALLOCATED IN	62,585	55,920	59,075	15,000
5902 ALLOCATED OUT	(188,289)	(200,459)	(223,745)	(191,060)
TOTAL, SUCCESSOR AGENCY-HOUSING	500,947	525,823	430,410	351,245

**CITY OF ESCONDIDO
FY 2017-18 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	\$32,000
Rental Income-Mountain Shadows	153,000
TOTAL, Sources	<u><u>\$185,000</u></u>

Uses of Funds:

Maintenance and Operations	\$157,350
Internal Service Charges	1,335
Allocations	26,315
TOTAL, Uses	<u><u>\$185,000</u></u>

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

MOBILEHOME PARK MANAGEMENT



DESCRIPTION

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 an MPROP loan. Several residents did not purchase their lots and the City has retained ownership of those lots. Mobilehome Park Management acts as the landlord to 29 mobile home coach owners. As residents leave the Parks, lots are sold.

Future Challenge - As lots are sold, the City costs for management per lot will increase.

DEPARTMENT PRIORITIES

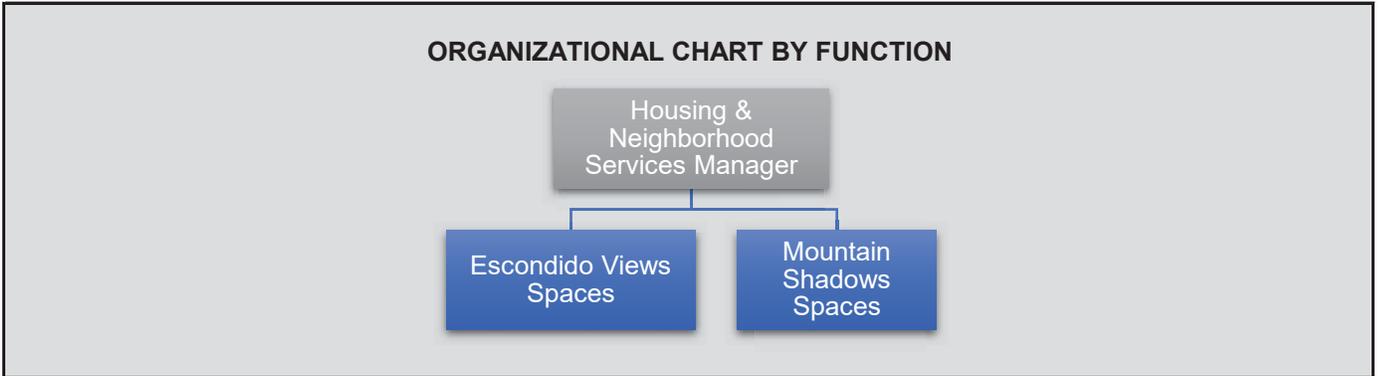
- Continue to manage City owned lots in the Mountain Shadows and Escondido Views mobilehome parks. 29 spaces remain to be sold.
- Minimize operating costs whenever possible
- Continue to provide highest level of customer service
- Continue to market and sell lots

MAJOR BUDGET IMPACTS

- Decrease in M & O costs for tree trimming
- Decrease in amount allocated in from Housing to more accurately account for duties being performed by Staff
- Approximately \$14,000 decrease in projected rental income

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

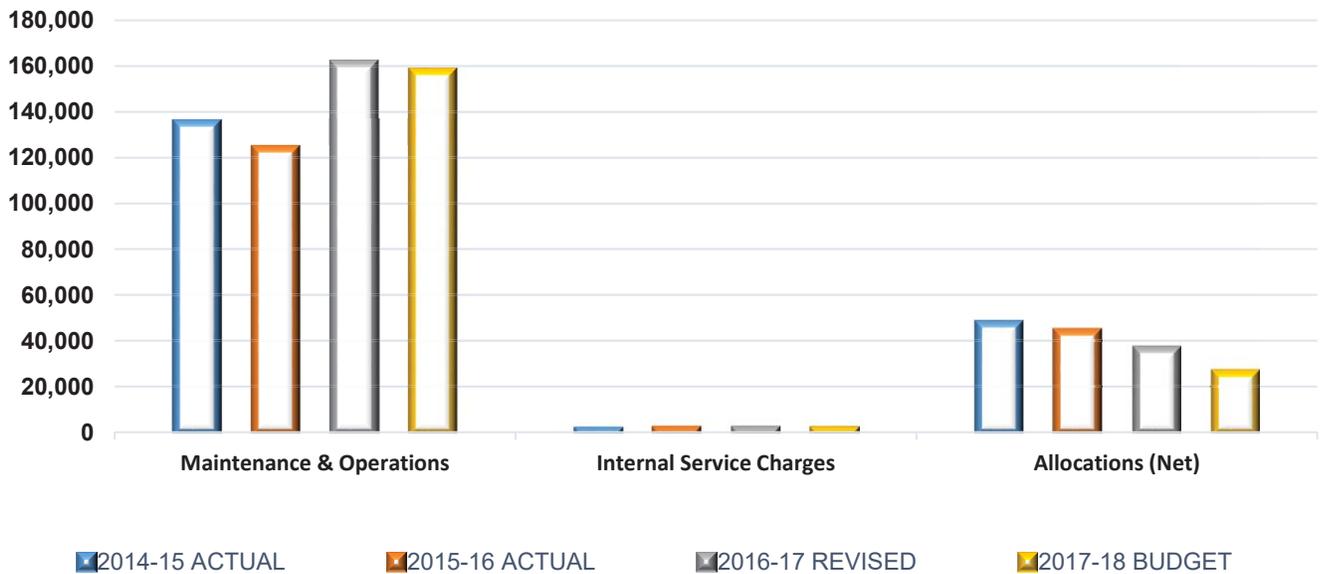
MOBILEHOME PARK MANAGEMENT



BUDGET SUMMARY

	2014-15 Actual	2015-16 Actual	2016-17 Revised	2017-18 Budget
BUDGET:				
Maintenance & Operations	134,718	123,633	160,800	157,350
Internal Service Charges	1,050	1,530	1,520	1,335
Allocations (Net)	47,505	43,965	36,250	26,315
Total Budget	<u>183,273</u>	<u>169,128</u>	<u>198,570</u>	<u>185,000</u>

LINE ITEM DETAIL TREND



CITY OF ESCONDIDO
 FY 2017-18 Operating Budget
 Line Item Detail

	<u>2014-15 ACTUAL</u>	<u>2015-16 ACTUAL</u>	<u>2016-17 REVISED</u>	<u>2017-18 BUDGET</u>
283-083 MOBILEHOME PARK MANAGEMENT				
5101 OFFICE/OPERATING SUPPLIES	216	333	1,500	1,500
5131 PROFESSIONAL SERVICES	132,315	120,428	154,800	151,350
5167 ADVERTISING & PRINTING	0	0	500	500
5190 OTHER EXPENSE	2,187	2,872	4,000	4,000
TOTAL, M & O	134,718	123,633	160,800	157,350
5183 INSURANCE	1,050	1,530	1,520	1,335
TOTAL, INTERNAL SERVICE CHARGES	1,050	1,530	1,520	1,335
SUBTOTAL, MOBILEHOME PARK MANAGEMENT	135,768	125,163	162,320	158,685
5901 ALLOCATED IN	47,505	43,965	36,250	26,315
TOTAL, MOBILEHOME PARK MANAGEMENT	183,273	169,128	198,570	185,000

**CITY OF ESCONDIDO
FY 2017-18 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	\$464,730
Interest	10,000
Loan Repayments	150,000
TOTAL, Sources	<u><u>\$624,730</u></u>

Uses of Funds:

<u>Operating Budget</u>	
Maintenance and Operations	\$29,690
Internal Service Charges	805
Allocations	62,610
TOTAL, Operating Budget	<u>93,105</u>
Programs	531,625
TOTAL, Uses	<u><u>\$624,730</u></u>

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

HOME PROGRAM



DESCRIPTION

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 home purchase to first time homebuyer and to build or rehabilitate housing for rent or ownership. Recent multi-family rental projects include the acquisition and rehabilitation of Cypress Cove Apartment and the Crossings at Escondido Boulevard.

Did you know?

- HOME is the largest Federal block grant to state and local governments designed exclusively to create affordable housing for low-income households
- Since 1994, the City has received \$15.7 million in HOME funds which has assisted 1,005 families become homeowners and built/rehabilitated 194 affordable rental units in 15 developments.

Future Challenge - It is unknown at what level the federal government will fund federal Block Grants, including HOME, and whether it will provide resources to assist cities to address a wide range of unique housing needs.

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

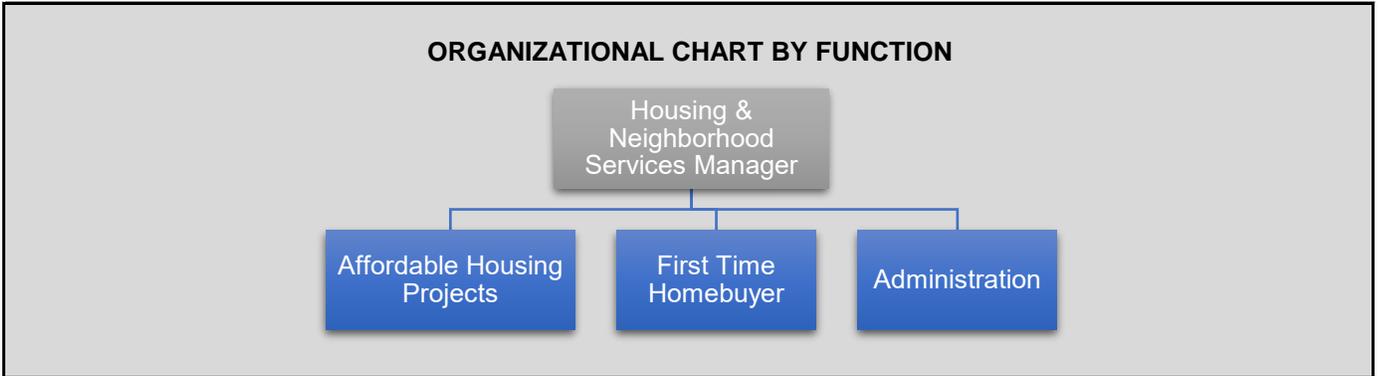
**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

MAJOR BUDGET IMPACTS

- Decrease in M & O primarily for training costs
- Decrease in allocations in from housing to more accurately reflect the duties performed by Staff

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

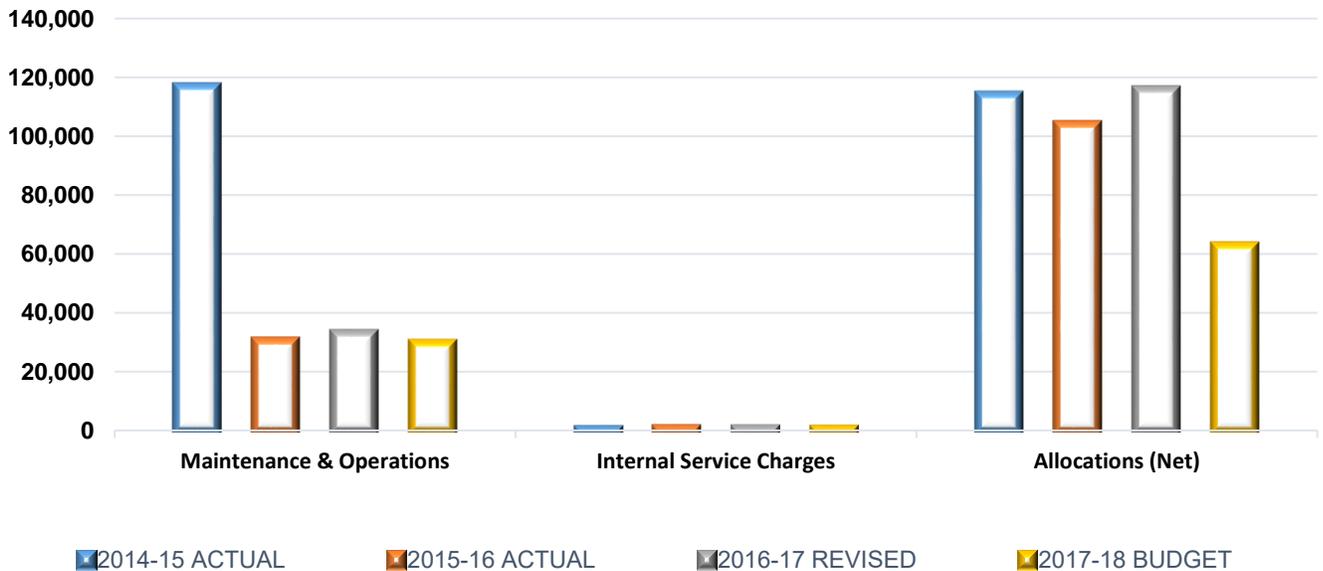
HOME PROGRAM



BUDGET SUMMARY

	2014-15 Actual	2015-16 Actual	2016-17 Revised	2017-18 Budget
BUDGET:				
Maintenance & Operations	116,631	30,702	33,305	29,690
Internal Service Charges	775	1,060	905	805
Allocations (Net)	113,815	104,100	115,860	62,610
Total Budget	<u>231,221</u>	<u>135,862</u>	<u>150,070</u>	<u>93,105</u>

LINE ITEM DETAIL TREND



**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Line Item Detail**

	<u>2014-15 ACTUAL</u>	<u>2015-16 ACTUAL</u>	<u>2016-17 REVISED</u>	<u>2017-18 BUDGET</u>
284-084 HOME PROGRAM				
5101 OFFICE/OPERATING SUPPLIES	433	601	3,000	2,690
5131 PROFESSIONAL SERVICES/CONTRACTS	13,077	4,056	19,305	19,000
5160 TRAINING AND MEETINGS	0	450	5,000	3,000
5161 MILEAGE REIMBURSEMENT	0	0	2,000	1,000
5162 DUES AND SUBSCRIPTIONS	500	595	2,000	2,000
5167 ADVERTISING AND PRINTING	0	0	2,000	2,000
5199 LOAN WRITE-OFFS	102,622	25,000	0	0
TOTAL, M & O	116,631	30,702	33,305	29,690
5183 INSURANCE	775	1,060	905	805
TOTAL, INTERNAL SERVICE CHARGES	775	1,060	905	805
SUBTOTAL, HOME PROGRAM	117,406	31,762	34,210	30,495
5901 ALLOCATED IN	113,815	104,100	115,860	62,610
TOTAL, HOME PROGRAM	231,221	135,862	150,070	93,105



Successor Agency Redevelopment

**CITY OF ESCONDIDO
FY 2017-18 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	\$7,038,650
TOTAL, Sources	<u><u>\$7,038,650</u></u>

Uses of Funds:

Transfer to Successor Agency-Redevelopment	\$7,038,650
TOTAL, Uses	<u><u>\$7,038,650</u></u>

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

REDEVELOPMENT OBLIGATION RETIREMENT FUND



DESCRIPTION

This fund was established as a result of ABx 1 26 to account for distributions from the County of San Diego Auditor & Controller's Redevelopment Property Tax Trust Fund (RPTTF) used to retire eligible enforceable obligations during the dissolution of the redevelopment agency.

DEPARTMENT PRIORITIES

- To ensure all funding received from the Redevelopment Property Tax Trust Fund is transferred out to

the appropriate fund in a timely manner for payment of eligible enforceable obligations

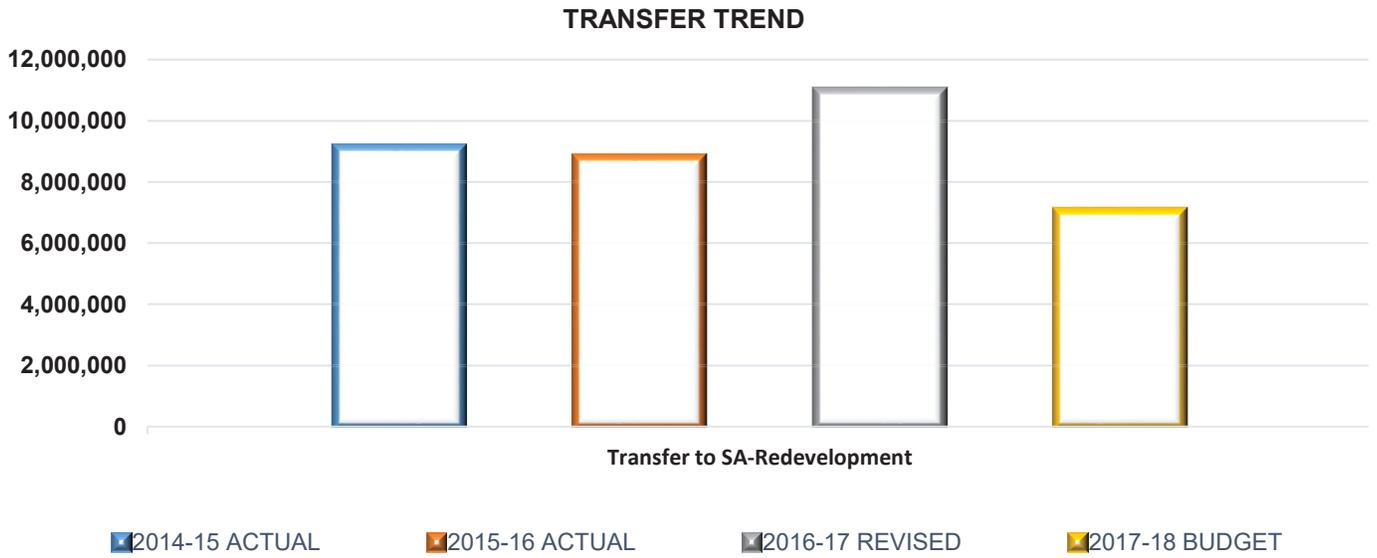
MAJOR BUDGET IMPACTS

- \$3.9 million decrease in amount transferred to Successor Agency – Redevelopment due to a decrease in the amount of enforceable obligations due in 2017-18

**CITY OF ESCONDIDO
 FY 2017-18 Operating Budget
 Department Summary**

REDEVELOPMENT OBLIGATION RETIREMENT FUND

BUDGET SUMMARY				
BUDGET:	2014-15 Actual	2015-16 Actual	2016-17 Revised	2017-18 Budget
Transfer to Successor Agency-Redevelopment	9,109,124	8,783,836	10,979,130	7,038,650





**CITY OF ESCONDIDO
 FY 2017-18 Operating Budget
 Successor Agency - Redevelopment Sources and Uses**

SUCCESSOR AGENCY-REDEVELOPMENT

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

Sources of Funds:

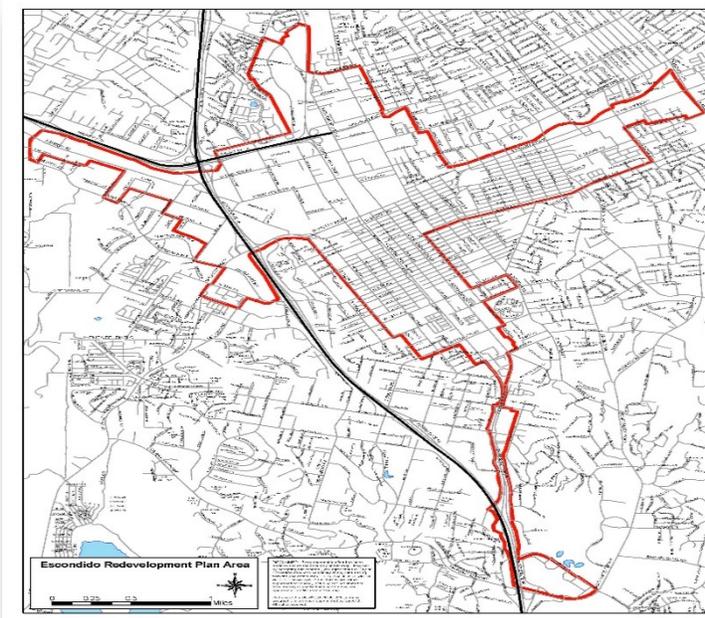
Transfer from Redevelopment Obligation Retirement Fund	\$7,038,650
Loan Repayments	462,500
Interest	25,000
TOTAL, Sources	<u><u>\$7,526,150</u></u>

Uses of Funds:

Maintenance and Operations	\$425,990
Internal Service Charges	6,690
Allocations	313,470
TOTAL, Operating Budget	<u>746,150</u>
Bond Principal	6,730,000
Advance Payback to Traffic Impact Fund	50,000
TOTAL, Uses	<u><u>\$7,526,150</u></u>

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

SUCCESSOR AGENCY - REDEVELOPMENT



DESCRIPTION

As a result of Assembly Bill x1 26 (AB 26) enacted by the State Legislature in June 2011 and a decision issued by the California Supreme Court in December 2011, each redevelopment agency in California dissolved as of February 1, 2012 at which time a successor agency assumed responsibility for winding down its operations.

On January 25, 2012, the City Council adopted Resolution No. 2012-16, affirming that the City would serve as the Successor Agency to the former redevelopment agency known as the Community Development

Commission (CDC). The City of Escondido, acting as the Successor Agency to the former redevelopment agency, is charged with managing and dissolving the assets of the former agency under the direction of an Oversight Board.

The Oversight Board is a seven-member board established by state law (ABx1 26) and was formed to supervise the activities of the Successor Agency in winding down redevelopment. The Oversight Board has a fiduciary responsibility to holders of Enforceable Obligations and the taxing entities that benefit from distributions of property tax and other revenues. The members of the Oversight Board are appointed by specific entities within the former redevelopment area as required by statute.

The Redevelopment Obligation Retirement Fund has been established for winding down the affairs of the former redevelopment agency and account for the recognized obligation payments of the former redevelopment agency. These expenditures are subject to the approval of the Oversight Board for the Successor Agency and the California State Department of Finance.

Funding for continuing obligations is distributed to the City as Successor Agency from the Redevelopment Property Tax Trust Fund (RPTTF). Residual funds remaining in the RPTTF after the successor agency's enforceable obligations are met are distributed to the local taxing entities per appropriate allocation formulas.

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

DEPARTMENT PRIORITIES

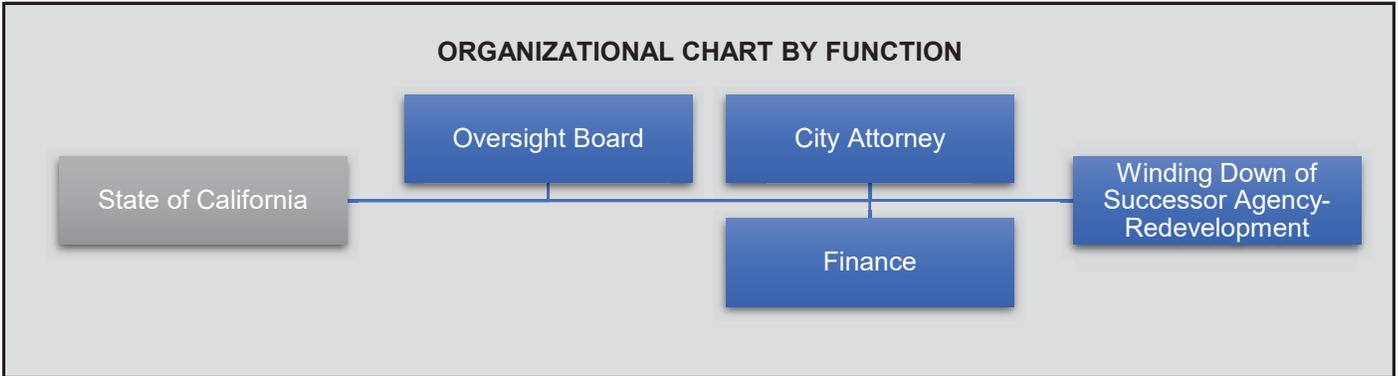
- To make timely payments of enforceable obligations incurred during the winding down of the redevelopment agency

MAJOR BUDGET IMPACTS

- Decrease in the amount of bond interest due
- Increase in amount allocated in due to increase in enforceable obligations due in the prior year

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

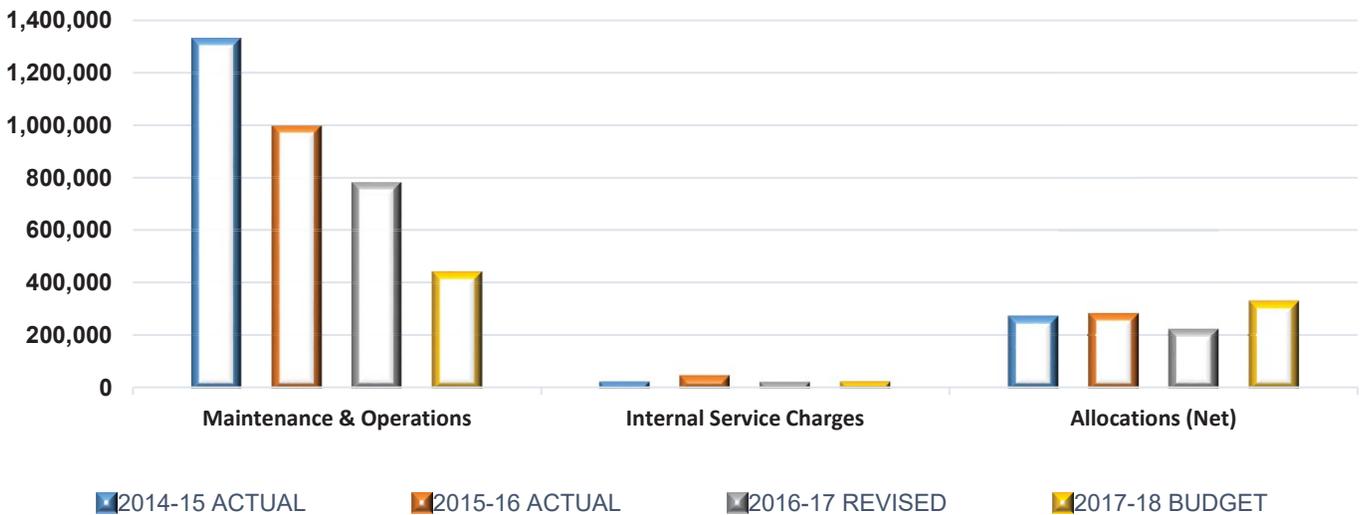
SUCCESSOR AGENCY-REDEVELOPMENT



BUDGET SUMMARY

	2014-15 Actual	2015-16 Actual	2016-17 Revised	2017-18 Budget
BUDGET:				
Maintenance & Operations	1,315,965	980,274	764,320	425,990
Internal Service Charges	7,075	31,065	5,815	6,690
Allocations (Net)	258,625	266,260	208,265	313,470
Total Budget	<u>1,581,664</u>	<u>1,277,599</u>	<u>978,400</u>	<u>746,150</u>

LINE ITEM DETAIL TREND



**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Line Item Detail**

	<u>2014-15 ACTUAL</u>	<u>2015-16 ACTUAL</u>	<u>2016-17 REVISED</u>	<u>2017-18 BUDGET</u>
791-091 SUCCESSOR AGENCY-REDEVELOPMENT				
5131 PROFESSIONAL SERVICES/CONTRACTS	33,138	4,510	15,000	15,000
5170 UTILITIES	5,383	11,212	0	0
5171 CITY WATER	1,879	0	0	0
5502 BOND INTEREST	1,404,280	1,093,268	876,090	537,760
5505 BOND EXPENSE	75,548	75,548	77,500	77,500
5509 BOND AMORTIZATION	(204,263)	(204,263)	(204,270)	(204,270)
TOTAL, M & O	1,315,965	980,274	764,320	425,990
5183 INSURANCE	7,075	31,065	5,815	6,690
TOTAL, INTERNAL SERVICE CHARGES	7,075	31,065	5,815	6,690
SUBTOTAL, SUCCESSOR AGENCY-REDEVELOPMENT	1,323,040	1,011,339	770,135	432,680
5901 ALLOCATED IN	258,625	266,260	208,265	313,470
TOTAL, SUCCESSOR AGENCY-REDEVELOPMENT	1,581,664	1,277,599	978,400	746,150



Debt Service Funds

**CITY OF ESCONDIDO
FY 2017-18 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	\$4,691,230
Penalties	23,670
Interest	20,050
TOTAL, Sources	<u><u>\$4,734,950</u></u>

Uses of Funds:

Bond Interest	\$2,950,900
Bond Expense	4,050
Bond Principal	1,780,000
TOTAL, Uses	<u><u>\$4,734,950</u></u>

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

GENERAL OBLIGATION BOND DEBT SERVICE



DESCRIPTION

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

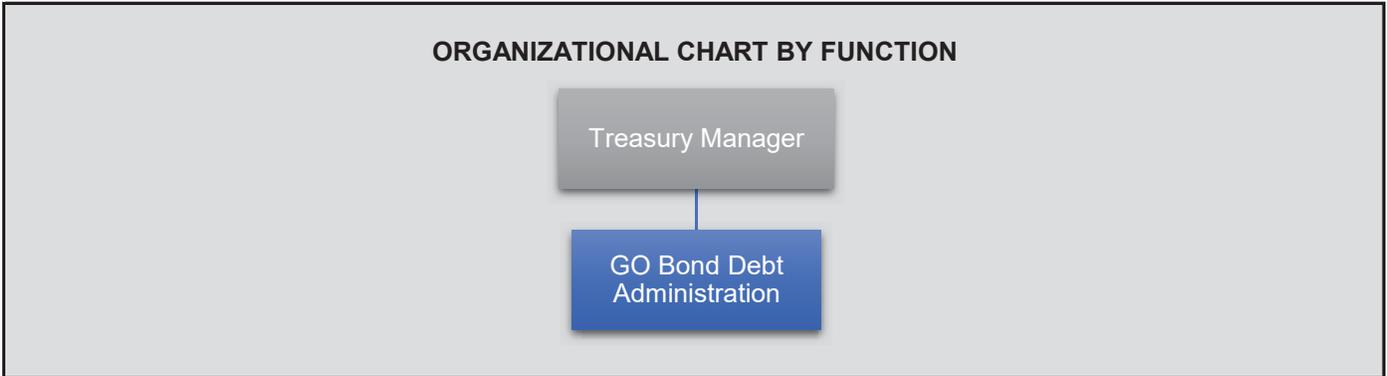
- Calculate annual property tax rate and submit to City Council for approval
- Submit annual resolution of the City Council for establishing property tax rate to the county of San Diego
- Pay bond principal and interest in a timely manner
- Reconcile bond statements monthly to ensure transactions are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

MAJOR BUDGET IMPACTS

- Increase in the amount of bond interest due during 2017-18

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

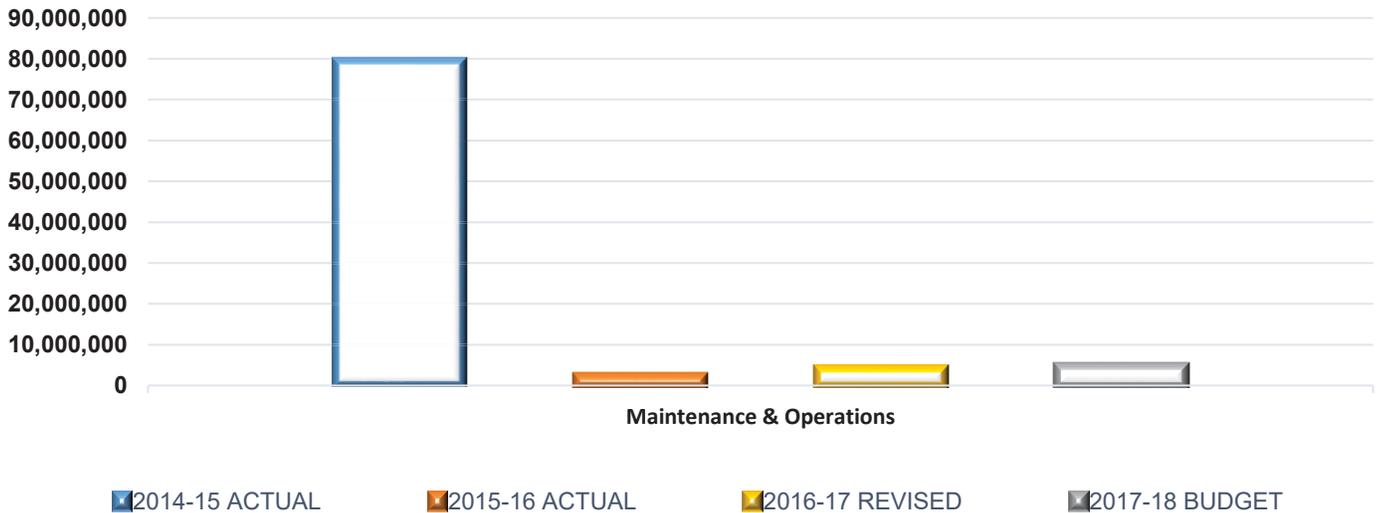
GENERAL OBLIGATION BOND DEBT SERVICE



BUDGET SUMMARY

	2014-15 Actual	2015-16 Actual	2016-17 Revised	2017-18 Budget
BUDGET:				
Maintenance & Operations	79,418,475	2,200,652	4,064,950	4,734,950

LINE ITEM DETAIL TREND



**CITY OF ESCONDIDO
 FY 2017-18 Operating Budget
 Line Item Detail**

		<u>2014-15 ACTUAL</u>	<u>2015-16 ACTUAL</u>	<u>2016-17 REVISED</u>	<u>2017-18 BUDGET</u>
320-150	GENERAL OBLIGATION BOND DEBT SERVICE				
5502	BOND INTEREST	5,104,568	2,196,652	3,002,400	2,950,900
5505	BOND EXPENSE	2,078	4,000	2,550	4,050
5508	BOND ISSUANCE COSTS	346,830	0	0	0
5520	BOND PRINCIPAL	73,965,000	0	1,060,000	1,780,000
	TOTAL, M & O	79,418,475	2,200,652	4,064,950	4,734,950
	TOTAL, GENERAL OBLIGATION BOND DEBT SERVICE	79,418,475	2,200,652	4,064,950	4,734,950

**CITY OF ESCONDIDO
FY 2017-18 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	\$368,850
Interest	100
TOTAL, Sources	<u><u>\$368,950</u></u>

Uses of Funds:

Bond Interest	\$132,900
Bond Expense	6,050
Bond Principal	230,000
TOTAL, Uses	<u><u>\$368,950</u></u>

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

REIDY CREEK GOLF COURSE DEBT SERVICE



DESCRIPTION

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. The City has covenanted in the Lease Agreement that, for as long as the Project is available for its use and possession, it will make the necessary annual appropriations within its budget for all lease payments.

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

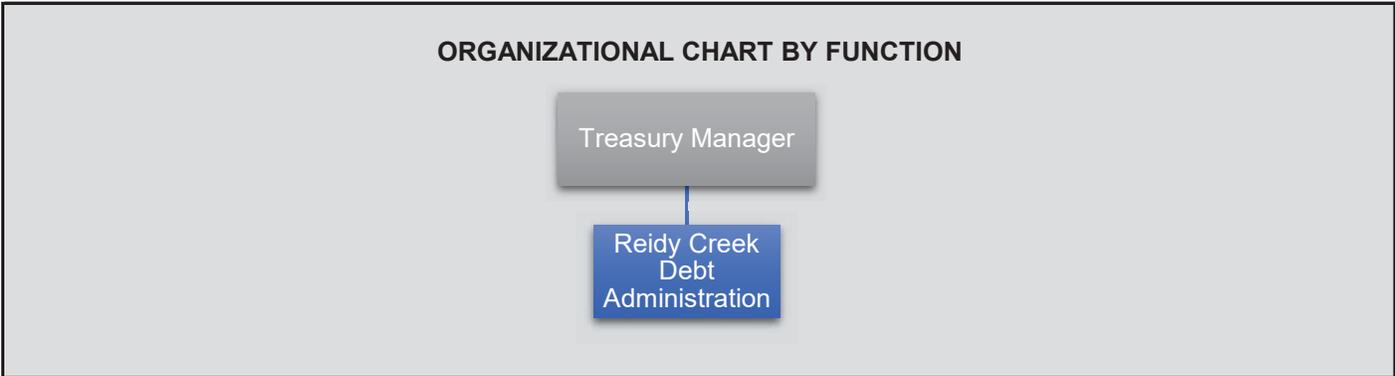
- Pay bond principal and interest in a timely manner
- Reconcile bond statements monthly to ensure transactions are posted accurately by the Trustee

MAJOR BUDGET IMPACTS

- Increase in the amount of bond principal due during 2017-18 resulting in an increase in the amount transferred in from the General Fund

**CITY OF ESCONDIDO
 FY 2017-18 Operating Budget
 Department Summary**

REIDY CREEK GOLF COURSE DEBT SERVICE



BUDGET SUMMARY

	2014-15 Actual	2015-16 Actual	2016-17 Revised	2017-18 Budget
BUDGET:				
Maintenance & Operations	361,177	361,927	365,650	368,950



**CITY OF ESCONDIDO
 FY 2017-18 Operating Budget
 Line Item Detail**

	<u>2014-15 ACTUAL</u>	<u>2015-16 ACTUAL</u>	<u>2016-17 REVISED</u>	<u>2017-18 BUDGET</u>
376-175 REIDY CREEK GOLF COURSE DEBT SERVICE				
5502 BOND INTEREST	149,269	145,019	139,600	132,900
5505 BOND EXPENSE	1,908	1,908	6,050	6,050
5520 BOND PRINCIPAL	210,000	215,000	220,000	230,000
TOTAL, M & O	361,177	361,927	365,650	368,950
TOTAL, REIDY CREEK GOLF COURSE DEBT SERVICE	361,177	361,927	365,650	368,950

Enterprise Funds

**CITY OF ESCONDIDO
 FY 2017-18 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	\$38,500,000
Water Service Charges	15,000,000
Vista Irrigation District (Filtration Charge)	1,300,000
Sale of Electric Power	75,000
Lake Income	880,000
Connection Charges	375,000
Other Revenue	30,000
Interest	132,000
Vista Irrigation District (Capital Project Reimbursement) & SRF Loans	9,635,000
State/Federal Grants	500,000
Use of Capital Project Reserves	3,169,400
TOTAL, Sources	<u><u>\$69,596,400</u></u>

Uses of Funds:

<u>Operating Budget (Water, Canal and Lakes)</u>	
Employee Services	\$10,621,570
Maintenance and Operations	35,278,805
Capital Outlay	306,500
Internal Service Charges	2,083,990
Allocations	6,078,880
TOTAL, Operating Budget	<u><u>54,369,745</u></u>
Transfer to Water Capital Project Fund	13,850,000
Bond Principal	1,140,000
SRF Loan Principal	236,655
TOTAL, Uses	<u><u>\$69,596,400</u></u>

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

WATER



DESCRIPTION

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, insuring

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.

Accomplishments - Distribution staff completed 1,393 service requests and 7,379 work orders during calendar year 2016.

Did you know?

- In 2016, the Water Treatment Plant treated 10 billion gallons of water
- The City of Escondido's water service area covers approximately 20,000 acres

DEPARTMENT PRIORITIES

- Provide safe, reliable, quality water to the residents, businesses and agricultural interests of Escondido in an economical and effective manner

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

- Provide water education and public outreach for water resources, water quality, conservation, watershed management and pollution prevention
- Maintain the water treatment facilities and distribution system to meet or exceed all regulatory requirements
- Provide for future growth and reliability by optimizing existing facilities and planning improvements to increase redundancy in supply and treatment

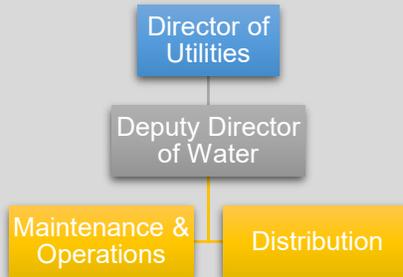
MAJOR BUDGET IMPACTS

- Increase in employee services due to salary increases, PERS cost increases, increase in medical insurance projections and increase in other overhead costs
- Increase in M & O is primarily due to replacement of Dixon pump station and UPS for treatment plant
- Capital Outlay costs have decreased due to prior year purchases not needed during 2017-18
- Increase in internal service charges, primarily fleet, radio communications, and building maintenance
- Decrease in allocations in from Streets
- \$3.2 million use of available CIP reserves

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

WATER

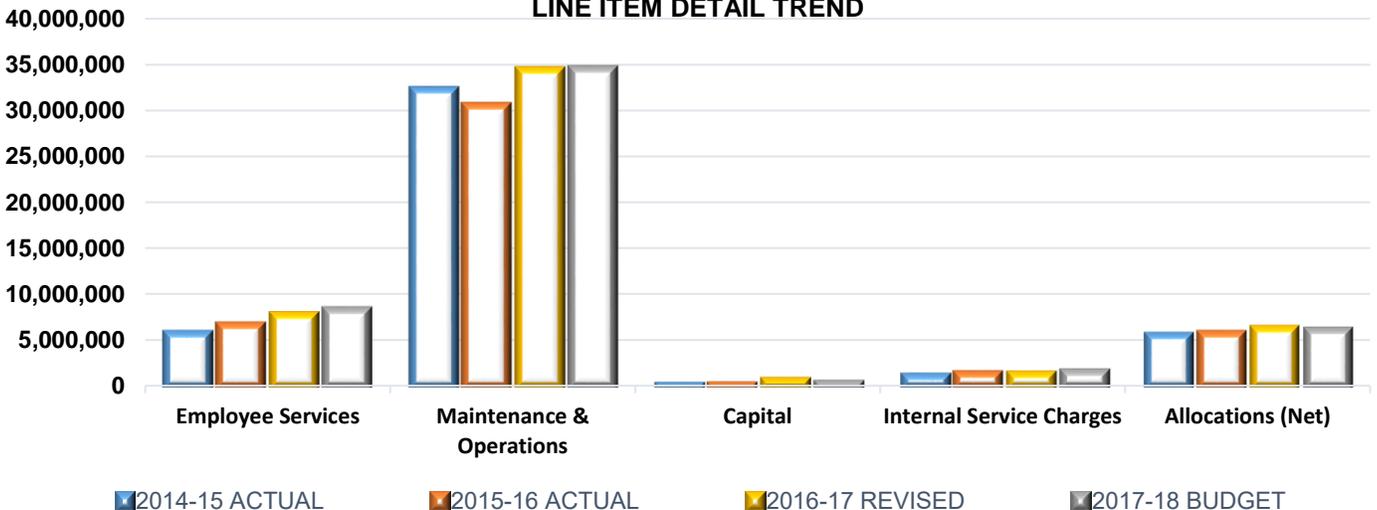
ORGANIZATIONAL CHART BY FUNCTION



BUDGET SUMMARY

	2014-15 Actual	2015-16 Actual	2016-17 Revised	2017-18 Budget
STAFFING:				
Regular Full-Time	60.0	60.0	62.0	62.0
Contract/Grant Funded	5.0	5.0	5.0	5.0
Temporary Part-Time (FTE)	3.1	2.5	0.7	0.7
Department Total	<u>68.1</u>	<u>67.5</u>	<u>67.7</u>	<u>67.7</u>
BUDGET:				
Employee Services	5,711,249	6,620,130	7,738,750	8,291,055
Maintenance & Operations	32,196,974	30,431,720	34,295,410	34,476,265
Capital	69,456	101,862	570,900	278,500
Internal Service Charges	1,053,310	1,300,625	1,277,930	1,499,615
Allocations (Net)	5,498,906	5,695,745	6,245,115	6,062,360
Total Budget	<u>44,529,895</u>	<u>44,150,082</u>	<u>50,128,105</u>	<u>50,607,795</u>

LINE ITEM DETAIL TREND



**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Line Item Detail**

		<u>2014-15 ACTUAL</u>	<u>2015-16 ACTUAL</u>	<u>2016-17 REVISED</u>	<u>2017-18 BUDGET</u>
555-410 WATER					
5001	REGULAR FULL-TIME	3,333,353	3,874,977	4,618,405	4,896,850
5002	CONTRACT/GRANT FUNDED	187,598	191,240	211,855	229,095
5004	TEMPORARY PART-TIME	61,965	50,815	14,335	14,335
5020	OVERTIME	315,759	323,060	203,160	203,160
5025	OTHER EMPLOYEE OVERHEAD	472,546	152,258	166,450	174,910
5026	PERS-NORMAL COST	747,340	1,163,855	1,480,390	519,895
5029	PERS-UNFUNDED LIABILITY	0	0	0	1,101,415
5027	MEDICAL	404,577	534,390	610,320	695,405
5028	WORKERS' COMPENSATION	145,528	280,928	381,400	401,040
5030	FLEXIBLE BENEFITS	42,582	48,606	52,435	54,950
TOTAL, EMPLOYEE SERVICES		5,711,249	6,620,130	7,738,750	8,291,055
5101	OFFICE/OPERATING SUPPLIES	955,740	797,623	1,039,500	1,069,500
5104	PURCHASED WATER	23,183,794	21,493,055	23,000,000	23,000,000
5106	CHEMICALS	966,514	739,753	3,000,000	3,000,000
5107	MINOR TOOLS & EQUIPMENT	14,175	31,620	25,800	29,580
5126	MAINTENANCE OF EQUIPMENT	282,922	233,577	264,300	380,300
5128	MAJOR MAINTENANCE	144,400	217,149	455,000	564,000
5131	PROFESSIONAL SERVICES/CONTRACTS	605,772	642,313	875,885	807,885
5139	OTHER BUILDING REPAIRS/MAINT	38	0	0	0
5148	PERMITS	4,026	0	0	0
5159	OTHER MAIL	6,282	0	0	0
5160	TRAINING AND MEETINGS	39,111	29,723	32,250	32,250
5161	MILEAGE REIMBURSEMENT	368	455	600	600
5162	DUES AND SUBSCRIPTIONS	37,584	44,649	38,620	39,020
5163	AUTO ALLOWANCE	5,130	5,164	5,100	5,100
5167	ADVERTISING AND PRINTING	22,312	28,906	38,500	38,500
5170	UTILITIES	529,723	500,490	676,830	676,830

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Line Item Detail**

		<u>2014-15 ACTUAL</u>	<u>2015-16 ACTUAL</u>	<u>2016-17 REVISED</u>	<u>2017-18 BUDGET</u>
555-410 WATER					
5171	WATER	1,976,465	1,508,370	1,500,000	1,500,000
5173	OTHER TELEPHONE	30,950	26,154	22,400	22,400
5180	RENT	324,308	338,193	326,765	326,765
5184	TUITION	576	0	0	0
5190	OTHER EXPENSE	263,587	204,721	181,920	181,920
5193	SOFTWARE	28,126	812,242	116,440	142,740
5194	MINOR OFFICE EQUIPMENT	6,967	51,558	15,800	30,300
5501	INTEREST	90,938	85,398	79,720	73,895
5502	BOND INTEREST	2,669,505	2,633,048	2,590,310	2,545,010
5505	BOND EXPENSE	71,107	71,002	73,120	73,120
5509	BOND AMORTIZATION	(63,445)	(63,445)	(63,450)	(63,450)
TOTAL, M & O		32,196,974	30,431,720	34,295,410	34,476,265
5209	OTHER CAPITAL OUTLAY	69,456	101,862	570,900	278,500
TOTAL, CAPITAL		69,456	101,862	570,900	278,500
5125	BUILDING MAINTENANCE	123,065	147,765	174,905	236,685
5164	FLEET SERVICES	466,260	500,905	513,130	673,450
5165	DUPLICATING	8,625	10,860	5,205	6,900
5172	TELECOMMUNICATIONS	36,390	40,685	32,125	32,585
5174	RADIO COMMUNICATIONS	12,590	10,480	10,525	43,040
5175	MAIL SERVICES	6,215	4,955	5,735	7,150
5178	OFFICE AUTOMATION	61,665	76,055	75,675	80,225
5183	INSURANCE	338,500	508,920	460,630	419,580
TOTAL, INTERNAL SERVICE CHARGES		1,053,310	1,300,625	1,277,930	1,499,615
SUBTOTAL, WATER		39,030,989	38,454,337	43,882,990	44,545,435
5901	ALLOCATED IN	5,754,580	5,950,050	6,556,265	6,459,255

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Line Item Detail**

	<u>2014-15 ACTUAL</u>	<u>2015-16 ACTUAL</u>	<u>2016-17 REVISED</u>	<u>2017-18 BUDGET</u>
555-410 WATER				
5902 ALLOCATED OUT	(255,674)	(254,305)	(311,150)	(396,895)
TOTAL, WATER	44,529,895	44,150,082	50,128,105	50,607,795

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

CANAL OPERATIONS



DESCRIPTION

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 a century and a quarter 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 incumbent 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 in an economical and effective manner
- Provide coordination and excellent service to Vista Irrigation District and the Indian Bands affected

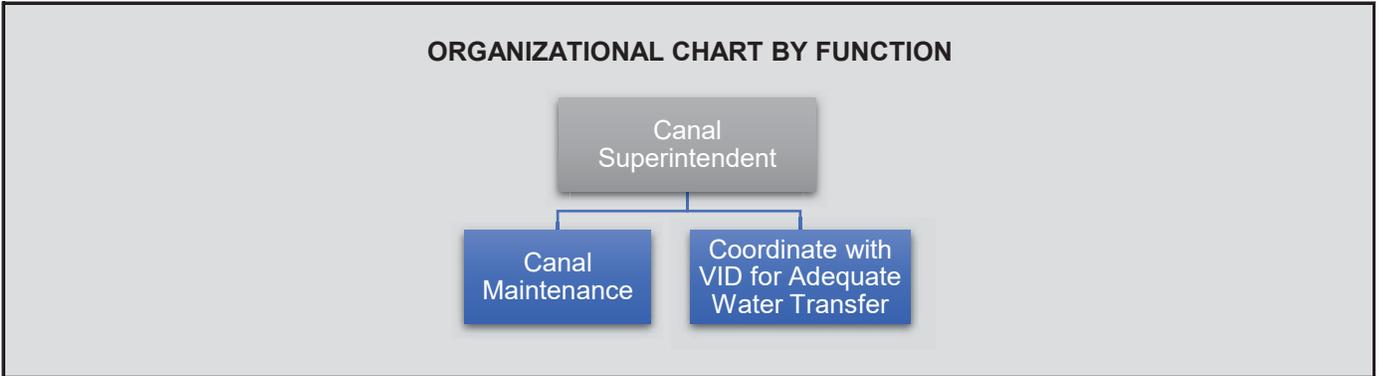
**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

MAJOR BUDGET IMPACTS

- Reclassed an Assistant Canal Superintendent to a Canal Assistant
- Increase in the cost of PERS
- Decrease in minor tools and equipment
- Decrease in capital outlay due to purchases in prior year not needed during 2017-18
- Decrease in internal service charges, primarily general liability insurance charges
- Decrease in allocation in from Water to reflect the duties of Staff

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

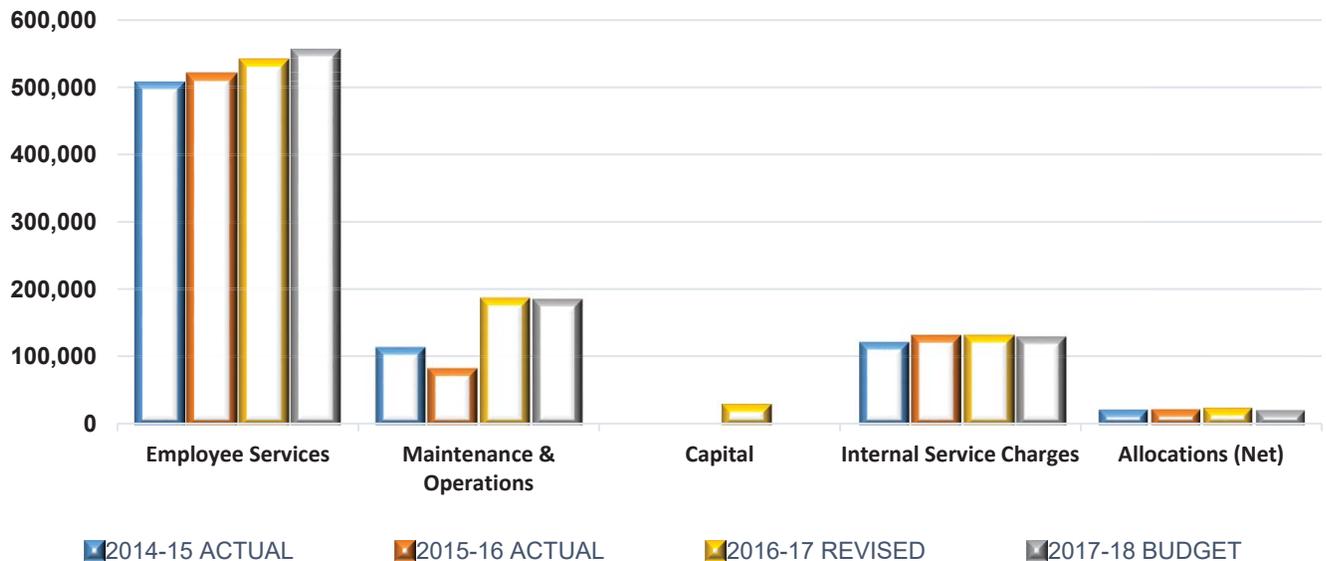
CANAL OPERATIONS



BUDGET SUMMARY

	2014-15 Actual	2015-16 Actual	2016-17 Revised	2017-18 Budget
STAFFING:				
Regular Full-Time	5.0	5.0	5.0	5.0
BUDGET:				
Employee Services	501,740	515,391	536,640	550,725
Maintenance & Operations	108,553	77,083	182,740	179,740
Capital	0	0	24,000	0
Internal Service Charges	116,275	126,610	126,945	123,930
Allocations (Net)	15,440	16,155	18,165	14,665
Total Budget	<u>742,008</u>	<u>735,239</u>	<u>888,490</u>	<u>869,060</u>

LINE ITEM DETAIL TREND



**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Line Item Detail**

		<u>2014-15</u> <u>ACTUAL</u>	<u>2015-16</u> <u>ACTUAL</u>	<u>2016-17</u> <u>REVISED</u>	<u>2017-18</u> <u>BUDGET</u>
555-412 CANAL OPERATIONS					
5001	REGULAR FULL-TIME	285,332	284,403	289,210	296,530
5020	OVERTIME	29,718	29,720	32,300	32,300
5025	OTHER EMPLOYEE OVERHEAD	44,710	11,587	11,305	11,270
5026	PERS-NORMAL COST	57,812	80,013	89,600	30,390
5029	PERS-UNFUNDED LIABILITY	0	0	0	64,300
5027	MEDICAL	55,388	71,989	73,640	73,870
5028	WORKERS' COMPENSATION	12,051	20,448	23,240	24,430
5030	FLEXIBLE BENEFITS	16,729	17,231	17,345	17,635
TOTAL, EMPLOYEE SERVICES		501,740	515,391	536,640	550,725
5101	OFFICE/OPERATING SUPPLIES	47,446	37,221	92,540	92,540
5107	MINOR TOOLS & EQUIPMENT	0	0	3,000	0
5126	MAINTENANCE OF EQUIPMENT	0	0	15,500	15,500
5131	PROFESSIONAL SERVICES/CONTRACTS	60,586	39,414	62,800	62,800
5162	DUES AND SUBSCRIPTIONS	160	160	200	200
5170	UTILITIES	296	288	700	700
5173	OTHER TELEPHONE	0	0	7,500	7,500
5190	OTHER EXPENSE	66	0	500	500
TOTAL, M & O		108,553	77,083	182,740	179,740
5209	OTHER CAPITAL OUTLAY	0	0	24,000	0
TOTAL, CAPITAL		0	0	24,000	0
5164	FLEET SERVICES	73,495	71,430	73,545	74,290
5178	OFFICE AUTOMATION	5,180	5,210	3,835	4,020
5183	INSURANCE	37,600	49,970	49,565	45,620
TOTAL, INTERNAL SERVICE CHARGES		116,275	126,610	126,945	123,930

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Line Item Detail**

	<u>2014-15 ACTUAL</u>	<u>2015-16 ACTUAL</u>	<u>2016-17 REVISED</u>	<u>2017-18 BUDGET</u>
555-412 CANAL OPERATIONS				
SUBTOTAL, CANAL OPERATIONS	726,568	719,084	870,325	854,395
5901 ALLOCATED IN	15,440	16,155	18,165	14,665
TOTAL, CANAL OPERATIONS	742,008	735,239	888,490	869,060



**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

LAKES



DESCRIPTION

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.

Challenges:

- Aging infrastructure requires continual minor and major maintenance
- Operating three major recreation areas, including more than 20 miles of multi-use trails on Daley Ranch, with limited staff and equipment
- Educating Daley Ranch visitors regarding proper pet etiquette (i.e. pet waste, off-leash pets, etc.)

DEPARTMENT PRIORITIES

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

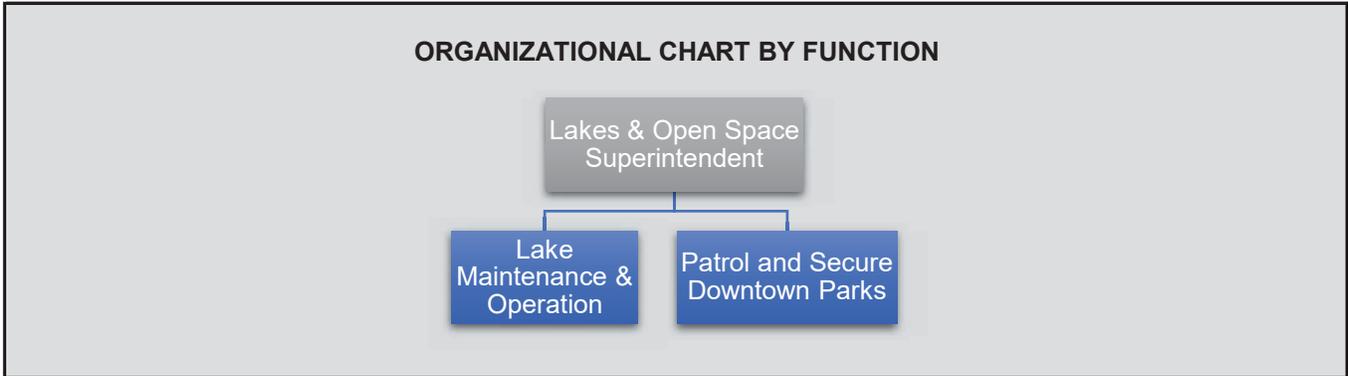
**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

MAJOR BUDGET IMPACTS

- Increase in employee services primarily due to increase in salaries
- Increase in M & O primarily for Dixon and Wohlford fish plant contracts and daley ranch miscellaneous supplies and equipment
- Increase in capital outlay for two new dock sections for lake Wohlford
- Increase in internal service charges, primarily building maintenance, fleet and radio communication charges

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

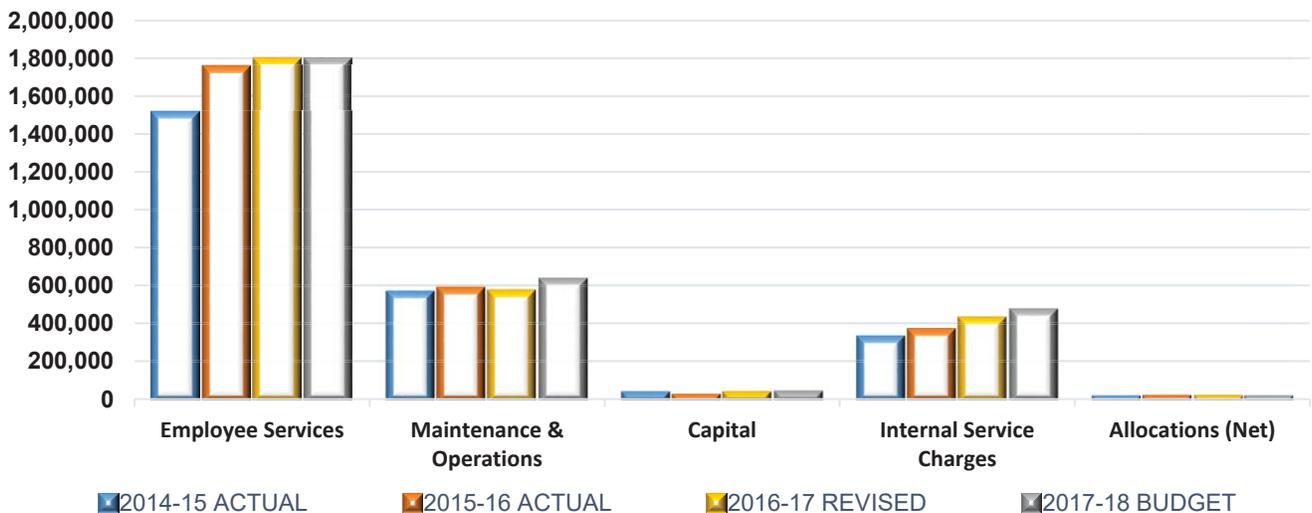
LAKES



BUDGET SUMMARY

	2014-15 Actual	2015-16 Actual	2016-17 Revised	2017-18 Budget
STAFFING:				
Regular Full-Time	10.0	11.0	11.0	11.0
Temporary Part-Time (FTE)	27.7	30.1	31.7	31.7
Department Total	<u>37.7</u>	<u>41.1</u>	<u>42.7</u>	<u>42.7</u>
BUDGET:				
Employee Services	1,500,439	1,742,705	1,783,505	1,779,790
Maintenance & Operations	555,570	575,292	561,800	622,800
Capital	24,353	10,793	24,000	28,000
Internal Service Charges	318,770	357,390	418,780	460,445
Allocations (Net)	1,755	3,630	3,780	1,855
Total Budget	<u>2,400,888</u>	<u>2,689,809</u>	<u>2,791,865</u>	<u>2,892,890</u>

LINE ITEM DETAIL TREND



**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Line Item Detail**

	2014-15 ACTUAL	2015-16 ACTUAL	2016-17 REVISED	2017-18 BUDGET
555-414 LAKES				
5001 REGULAR FULL-TIME	517,023	600,614	647,110	672,685
5004 TEMPORARY PART-TIME	553,649	601,766	633,735	633,735
5020 OVERTIME	14,361	19,324	12,400	17,400
5025 OTHER EMPLOYEE OVERHEAD	107,888	35,740	36,120	36,650
5026 PERS-NORMAL COST	203,224	304,771	276,485	94,585
5029 PERS-UNFUNDED LIABILITY	0	0	0	144,005
5027 MEDICAL	47,904	78,324	80,220	80,460
5028 WORKERS' COMPENSATION	47,790	93,322	88,435	90,700
5030 FLEXIBLE BENEFITS	8,600	8,844	9,000	9,570
TOTAL, EMPLOYEE SERVICES	1,500,439	1,742,705	1,783,505	1,779,790
5101 OFFICE/OPERATING SUPPLIES	150,151	146,922	116,800	146,800
5107 MINOR TOOLS & EQUIPMENT	33,275	29,741	28,150	28,150
5126 MAINTENANCE OF EQUIPMENT	11,179	19,611	26,900	26,900
5131 PROFESSIONAL SERVICES/CONTRACTS	289,137	308,019	309,450	340,450
5160 TRAINING AND MEETINGS	2,737	1,832	3,000	5,000
5162 DUES AND SUBSCRIPTIONS	234	653	500	500
5167 ADVERTISING AND PRINTING	2,516	1,902	11,000	9,000
5170 UTILITIES	64,006	63,560	62,000	62,000
5173 OTHER TELEPHONE	2,335	3,053	4,000	4,000
TOTAL, M & O	555,570	575,292	561,800	622,800
5209 OTHER CAPITAL	18,333	6,798	10,000	0
5210 BUILDING IMPROVEMENTS	6,020	3,995	14,000	28,000
TOTAL, CAPITAL	24,353	10,793	24,000	28,000
5125 BUILDING MAINTENANCE	64,610	77,615	134,350	149,425
5164 FLEET SERVICES	136,790	135,885	142,905	171,750

**CITY OF ESCONDIDO
 FY 2017-18 Operating Budget
 Line Item Detail**

		<u>2014-15</u> <u>ACTUAL</u>	<u>2015-16</u> <u>ACTUAL</u>	<u>2016-17</u> <u>REVISED</u>	<u>2017-18</u> <u>BUDGET</u>
555-414 LAKES					
5165	DUPLICATING	9,190	7,660	9,315	9,495
5172	TELECOMMUNICATIONS	16,095	18,495	17,485	17,195
5174	RADIO COMMUNICATIONS	17,130	13,300	13,805	24,115
5175	MAIL SERVICES	155	115	125	60
5178	OFFICE AUTOMATION	10,615	11,995	11,905	12,435
5183	INSURANCE	64,185	92,325	88,890	75,970
TOTAL, INTERNAL SERVICE CHARGES		318,770	357,390	418,780	460,445
SUBTOTAL, LAKES		2,399,133	2,686,179	2,788,085	2,891,035
5901	ALLOCATED IN	1,755	3,630	3,780	1,855
TOTAL, LAKES		2,400,888	2,689,809	2,791,865	2,892,890

**CITY OF ESCONDIDO
 FY 2017-18 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	\$28,000,000
San Diego Treatment Charge	2,600,000
Connection Charges	350,000
Interest	339,500
Sale of Recycled Water	3,800,000
Other Revenue	150,000
Agency Incentive Payments	100,000
SRF Loans & City of San Diego Reimbursements	47,199,525
SDG&E Raw Water Line	82,500
Use of Capital Project Reserves	2,718,410
TOTAL, Sources	<u><u>\$85,339,935</u></u>

Uses of Funds:

<u>Operating Budget (Wastewater/Recycled Water/Environmental Programs)</u>	
Employee Services	\$11,302,390
Maintenance and Operations	11,513,650
Capital Outlay	716,000
Internal Service Charges	1,573,695
Allocations	1,899,710
TOTAL, Operating Budget	<u><u>\$27,005,445</u></u>
SRF Loan - Principal	1,929,935
Transfer to General Fund	25,000
Transfer to Wastewater Capital Project Fund	52,994,555
Payment of Wastewater Connection Rights	1,800,000
Bond Principal	1,585,000
TOTAL, Uses	<u><u>\$85,339,935</u></u>

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

WASTEWATER



DESCRIPTION

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 14 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 a safe and reliable wastewater collection system, treatment and disposal for the residents, businesses and industries located in Escondido. Manage change and maintain treatment integrity during various construction/expansion projects and contractor activity.
- Maintain the treatment facilities, collection system and disposal facilities to meet or exceed all regulatory mandates in an effective and efficient manner
- Provide excellent customer service by responding to customer requests as quickly as possible
- Provide for future growth and development by optimizing existing facilities and planning improvements to increase capacity of the treatment and disposal facilities
- Develop, identify and implement advanced technologies to increase production, scope and quality of Title 22 Water

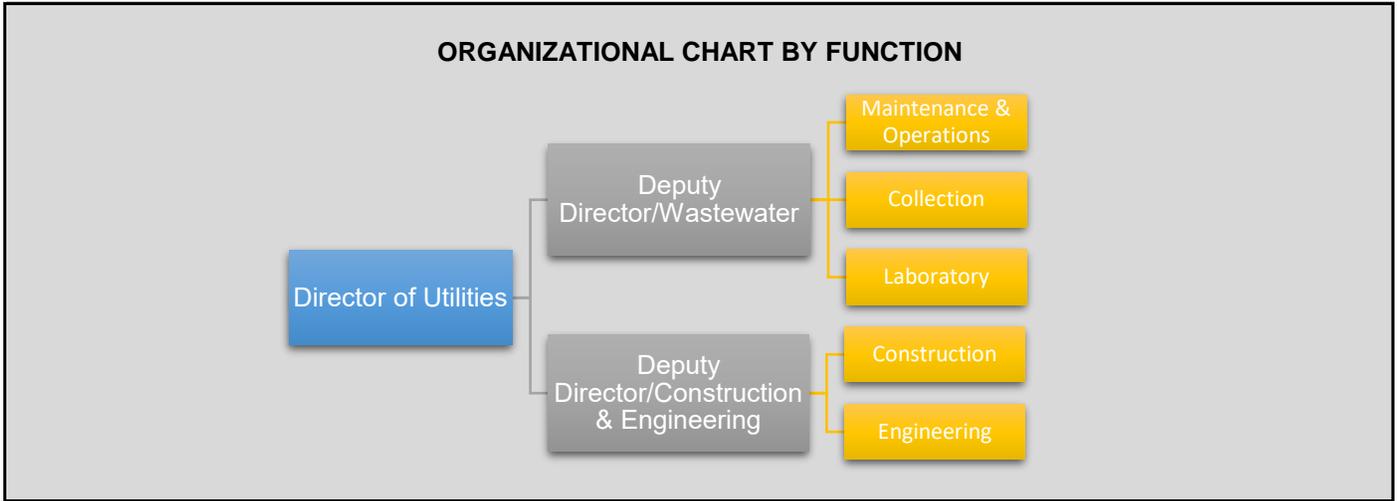
**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

MAJOR BUDGET IMPACTS

- Increase in employee services due to salary, PERS, medical insurance and workers' compensation increases
- Various M & O increases include City water, maintenance of equipment, and professional services
- The largest additions to capital outlay include equipment cart-port/charging station, manhole lining and mini-excavator
- Increase in internal service charges, primarily fleet services, radio communications and office automation charges
- Decrease in allocations in from Streets
- Use of \$2.7 million in available CIP reserves

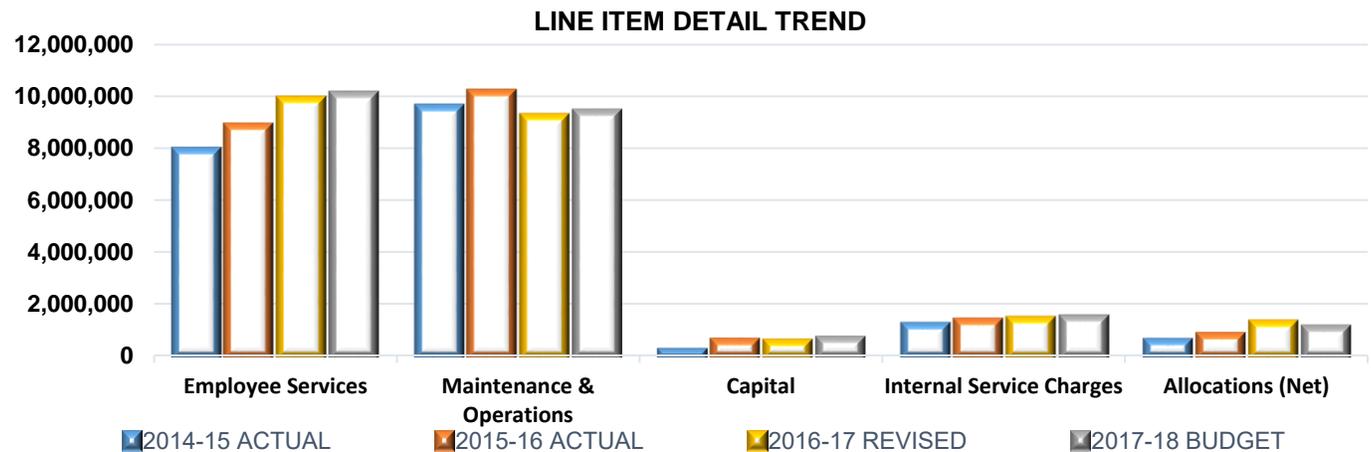
**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

WASTEWATER



BUDGET SUMMARY

	2014-15 Actual	2015-16 Actual	2016-17 Revised	2017-18 Budget
STAFFING:				
Regular Full-Time	80.0	76.0	75.0	74.0
Temporary Part-Time (FTE)	1.8	2.8	3.2	3.8
Department Total	<u>81.8</u>	<u>78.8</u>	<u>78.2</u>	<u>77.8</u>
BUDGET:				
Employee Services	7,898,927	8,829,334	9,841,635	10,058,765
Maintenance & Operations	9,560,435	10,126,095	9,181,835	9,367,105
Capital	150,268	538,672	513,500	616,000
Internal Service Charges	1,162,590	1,323,045	1,374,725	1,437,235
Allocations (Net)	538,897	769,792	1,243,615	1,049,025
Total Budget	<u>19,311,118</u>	<u>21,586,937</u>	<u>22,155,310</u>	<u>22,528,130</u>



CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Line Item Detail

		2014-15	2015-16	2016-17	2017-18
		ACTUAL	ACTUAL	REVISED	BUDGET
558-420 WASTEWATER					
5001	REGULAR FULL-TIME	4,938,459	5,504,004	6,075,245	6,164,085
5004	TEMPORARY PART-TIME	36,266	55,510	64,190	75,135
5020	OVERTIME	420,508	398,434	253,660	253,660
5025	OTHER EMPLOYEE OVERHEAD	679,941	188,598	199,380	198,290
5026	PERS-NORMAL COST	1,042,088	1,555,870	1,873,075	628,730
5029	PERS-UNFUNDED LIABILITY	0	0	0	1,343,880
5027	MEDICAL	516,102	680,338	802,535	816,330
5028	WORKERS' COMPENSATION	195,330	372,964	487,325	494,740
5030	FLEXIBLE BENEFITS	70,234	73,615	86,225	83,915
TOTAL, EMPLOYEE SERVICES		7,898,927	8,829,334	9,841,635	10,058,765
5101	OFFICE/OPERATING SUPPLIES	340,857	342,427	393,500	393,500
5105	SAFETY EQUIPMENT	41,314	5,697	20,000	20,000
5106	CHEMICALS	554,641	502,489	625,000	625,000
5107	MINOR TOOLS & EQUIPMENT	113,853	27,306	93,000	99,000
5126	MAINTENANCE OF EQUIPMENT	1,014,768	1,344,274	850,000	895,000
5128	MAJOR MAINTENANCE	11,229	1,302	0	0
5131	PROFESSIONAL SERVICES/CONTRACTS	1,565,298	1,873,708	1,930,000	1,978,000
5139	OTHER BUILDING REPAIRS/MAINTENANCE	98	3,200	0	0
5160	TRAINING AND MEETINGS	35,760	21,757	40,000	40,000
5161	MILEAGE REIMBURSEMENT	219	727	650	650
5162	DUES AND SUBSCRIPTIONS	47,612	38,398	12,300	25,500
5166	OTHER DUPLICATING	0	1,810	1,250	1,250
5167	ADVERTISING AND PRINTING	3,697	4,648	5,000	5,000
5170	UTILITIES	1,954,852	2,071,682	2,047,750	2,047,750
5171	WATER	35,265	40,706	30,000	130,000
5173	OTHER TELEPHONE	46,901	62,644	25,000	25,000
5180	RENT	330,015	344,019	336,765	336,765

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Line Item Detail**

		<u>2014-15 ACTUAL</u>	<u>2015-16 ACTUAL</u>	<u>2016-17 REVISED</u>	<u>2017-18 BUDGET</u>
558-420 WASTEWATER					
5190	OTHER EXPENSE	208,140	206,264	198,720	210,720
5193	SOFTWARE	49,231	855,986	216,915	226,415
5194	MINOR OFFICE EQUIPMENT	30,979	27,359	48,500	60,500
5501	INTEREST EXPENSE	392,339	390,512	388,645	386,725
5502	BOND INTEREST	2,511,646	2,068,266	2,023,880	1,965,370
5505	BOND EXPENSE	155,926	162,645	166,700	166,700
5508	BOND ISSUANCE COSTS	199,648	0	0	0
5509	BOND AMORTIZATION	(83,853)	(271,731)	(271,740)	(271,740)
TOTAL, M & O		9,560,435	10,126,095	9,181,835	9,367,105
5203	CONSTRUCTION	0	318,793	0	0
5209	OTHER CAPITAL OUTLAY	150,268	219,878	513,500	616,000
TOTAL, CAPITAL		150,268	538,672	513,500	616,000
5125	BUILDING MAINTENANCE	114,745	140,490	160,675	105,185
5164	FLEET SERVICES	585,280	581,060	589,185	672,145
5165	DUPLICATING	9,030	10,400	18,745	15,825
5172	TELECOMMUNICATIONS	39,420	40,390	37,895	40,315
5174	RADIO COMMUNICATIONS	21,015	20,955	21,065	64,525
5175	MAIL SERVICES	2,405	1,605	1,350	1,005
5178	OFFICE AUTOMATION	85,485	98,550	103,090	113,115
5183	INSURANCE	305,210	429,595	442,720	425,120
TOTAL, INTERNAL SERVICE CHARGES		1,162,590	1,323,045	1,374,725	1,437,235
SUBTOTAL, WASTEWATER		18,772,221	20,817,146	20,911,695	21,479,105
5901	ALLOCATED IN	2,646,736	2,772,625	3,148,740	3,074,795
5902	ALLOCATED OUT	(2,107,839)	(2,002,833)	(1,905,125)	(2,025,770)
TOTAL, WASTEWATER		19,311,118	21,586,937	22,155,310	22,528,130



**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

RECYCLED WATER



DESCRIPTION

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

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

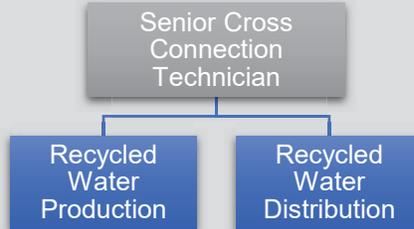
MAJOR BUDGET IMPACTS

- Increase in employee services primarily due to salary and PERS increases
- Various increases to M & O include treatment chemicals, maintenance of equipment, reclaimed water treatment electricity and professional services
- Increase in allocation in from wastewater

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

RECYCLED WATER

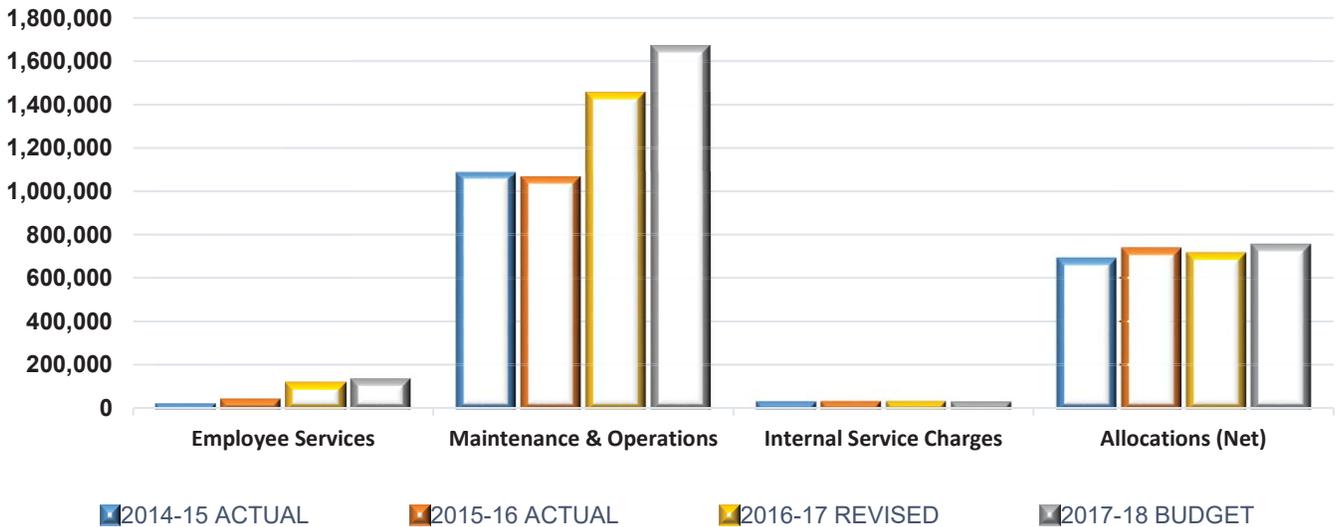
ORGANIZATIONAL CHART BY FUNCTION



BUDGET SUMMARY

	2014-15 Actual	2015-16 Actual	2016-17 Revised	2017-18 Budget
STAFFING:				
Regular Full-Time	1.0	1.0	1.0	1.0
BUDGET:				
Employee Services	4,756	26,990	102,445	119,735
Maintenance & Operations	1,069,596	1,047,002	1,437,305	1,653,460
Internal Service Charges	12,835	14,410	14,830	13,975
Allocations (Net)	672,775	720,955	698,550	739,895
Total Budget	<u>1,759,962</u>	<u>1,809,357</u>	<u>2,253,130</u>	<u>2,527,065</u>

LINE ITEM DETAIL TREND



**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Line Item Detail**

		<u>2014-15</u> <u>ACTUAL</u>	<u>2015-16</u> <u>ACTUAL</u>	<u>2016-17</u> <u>REVISED</u>	<u>2017-18</u> <u>BUDGET</u>
558-422 RECYCLED WATER					
5001	REGULAR FULL-TIME	1,895	15,175	61,750	73,120
5020	OVERTIME	1,223	2,738	0	0
5025	OTHER EMPLOYEE OVERHEAD	1,052	550	2,160	2,365
5026	PERS-NORMAL COST	278	4,139	19,020	7,450
5029	PERS-UNFUNDED LIABILITY	0	0	0	16,160
5027	MEDICAL	242	3,334	14,565	14,610
5028	WORKERS' COMPENSATION	66	1,055	4,950	6,030
TOTAL, EMPLOYEE SERVICES		4,756	26,990	102,445	119,735
5101	OFFICE/OPERATING SUPPLIES	1,552	8,423	61,805	28,000
5106	CHEMICALS	311,794	277,509	575,000	675,000
5107	MINOR TOOLS & EQUIPMENT	15	588	0	0
5126	MAINTENANCE OF EQUIPMENT	204,897	241,114	100,000	150,000
5131	PROFESSIONAL SERVICES/CONTRACTS	30,594	43,210	101,000	117,500
5160	TRAINING AND MEETINGS	0	300	0	0
5161	MILEAGE REIMBURSEMENT	17	0	0	0
5162	DUES AND SUBSCRIPTIONS	0	0	4,000	4,000
5167	ADVERTISING AND PRINTING	0	0	500	500
5170	UTILITIES	515,295	474,522	535,000	618,460
5190	OTHER EXPENSE	5,432	1,337	60,000	60,000
TOTAL, M & O		1,069,596	1,047,002	1,437,305	1,653,460
5164	FLEET SERVICES	4,150	3,365	3,190	3,975
5178	OFFICE AUTOMATION	1,340	1,340	1,335	1,395
5183	INSURANCE	7,345	9,705	10,305	8,605
TOTAL, INTERNAL SERVICE CHARGES		12,835	14,410	14,830	13,975
SUBTOTAL, RECYCLED WATER		1,087,187	1,088,402	1,554,580	1,787,170

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Line Item Detail**

	<u>2014-15 ACTUAL</u>	<u>2015-16 ACTUAL</u>	<u>2016-17 REVISED</u>	<u>2017-18 BUDGET</u>
558-422 RECYCLED WATER				
5901 ALLOCATED IN	672,775	720,955	698,550	739,895
TOTAL, RECYCLED WATER	1,759,962	1,809,357	2,253,130	2,527,065

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

ENVIRONMENTAL PROGRAMS



DESCRIPTION

The Environmental Programs Division administers a number of programs relating to water, wastewater and storm water compliance and protects and enhances environmental resources in waterways.

These programs include:

- Water conservation ensuring that the public are aware of our finite sources of water and requirements under the Escondido Municipal Code to use water wisely.
- Pre-treatment of discharges to our sanitary sewer from restaurants and automotive facilities and other sources of

high fats, oils and greases to prevent blockages of our sanitary sewer and potential discharges of sewer into the environment.

- Municipal Storm Water permit compliance to ensure that the City prevents discharges of pollutants to the storm drain system and eventually our creeks.
- Wetland Permitting with State and Federal Resource agencies for City maintenance projects. Recent examples include Kit Carson Park dredging and mitigation projects and maintenance of the City's drainage channels.

The Environmental Programs Division provides value to the community by supporting multiple City departments compliance with environmental regulations. Where permit requirements overlap, the Environmental Programs Division makes efficient use of City resources; for example, by integrating education activities, by combining inspections, using digital technology tools, and planning multi-benefit projects.

Recent Accomplishments:

- In 2016, completed 4.4-acre wetland habitat mitigation project in Kit Carson Park, removing 67 exotic trees and invasive vegetation and planting 742 native riparian container trees and application of 22 pounds of cottonwood-willow woodland seed mix
- During the 2015-16 school year we presented information on water conservation and storm water to approximately 4,500 students in 182 classes

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

- Environmental Compliance inspectors, who conduct over 1,000 inspections per year, transitioned from paper forms to using the City's asset management system to document their inspections. This eliminates office-based data entry and allows the automatic rescheduling of any follow-up action. Business operators still receive a printout of the inspection findings.

Outlook:

Regulatory developments will include the reissue of the municipal storm water permit (due June 2018) and the incorporation of trash amendment regulations into this permit. The trash amendments will represent a significant effort to install and maintain the required trash control devices in storm drains.

Staff will continue to analyze and provide comments on new and draft regulations as needed to ensure that the City's perspective is heard.

DEPARTMENT PRIORITIES

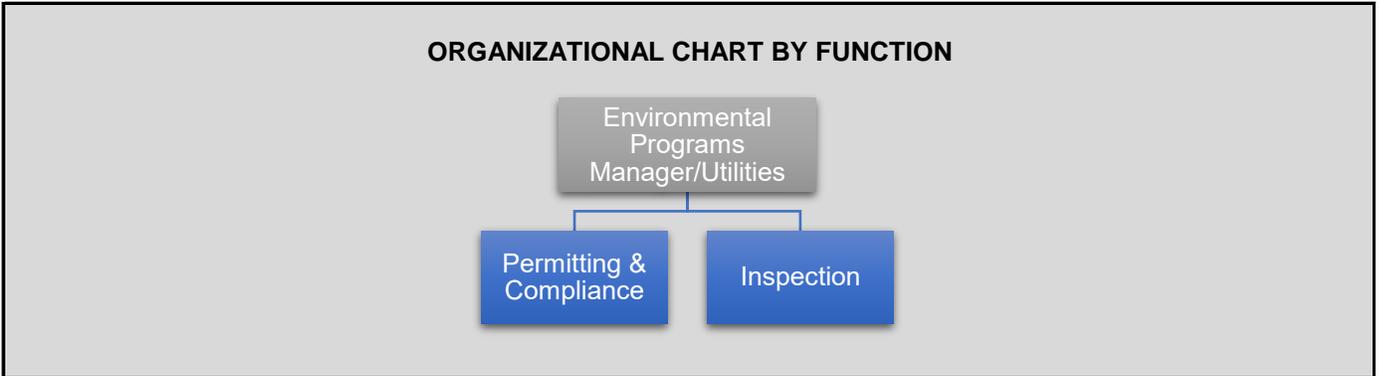
- To complete the design, permitting and funding for the Spruce Street Channel Improvement project. A grant for \$414,000 was awarded to the City by the County of San Diego in 2016, and other grant opportunities are actively pursued
- Develop a storm water Alternative Compliance Program for developers. This is being pursued through involvement in a regional process, and by identifying and facilitating potential projects in the City.
- Ensure compliance with Federal and State regulatory mandates for storm water on a local, watershed and regional basis
- Ensure compliance with State regulatory mandates for environmental compliance
- Provide education and public outreach to municipal employees, residents, businesses and other environmental stakeholders
- Apply for and implement resource agency permits for various City projects

MAJOR BUDGET IMPACTS

- Increase in employee services primarily due to salary and PERS increases
- Increase in internal service charges, primarily building maintenance, fleet services, office automation and general liability charges
- Increase in allocations in from Streets and Water and decrease in allocations out to Water

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

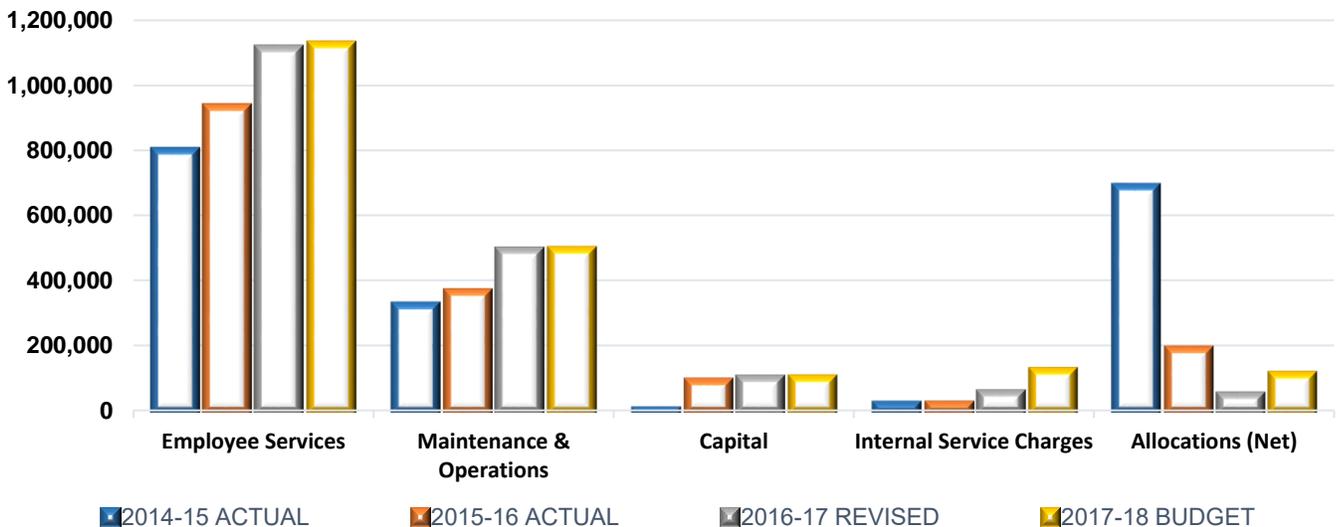
ENVIRONMENTAL PROGRAMS



BUDGET SUMMARY

	2014-15 Actual	2015-16 Actual	2016-17 Revised	2017-18 Budget
STAFFING:				
Regular Full-Time	4.0	10.0	10.0	10.0
BUDGET:				
Employee Services	798,306	930,171	1,111,940	1,123,890
Maintenance & Operations	324,712	363,047	493,085	493,085
Capital	1,990	90,403	100,000	100,000
Internal Service Charges	19,855	19,960	54,745	122,485
Allocations (Net)	688,033	188,104	47,770	110,790
Total Budget	1,832,895	1,591,684	1,807,540	1,950,250

LINE ITEM DETAIL TREND



**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Line Item Detail**

		<u>2014-15</u> <u>ACTUAL</u>	<u>2015-16</u> <u>ACTUAL</u>	<u>2016-17</u> <u>REVISED</u>	<u>2017-18</u> <u>BUDGET</u>
558-440 ENVIRONMENTAL PROGRAMS					
5001	REGULAR FULL-TIME	531,358	609,207	698,685	709,170
5020	OVERTIME	7,700	2,592	0	0
5025	OTHER EMPLOYEE OVERHEAD	39,696	22,302	23,590	24,730
5026	PERS-NORMAL COST	121,995	169,579	215,205	72,270
5029	PERS-UNFUNDED LIABILITY	0	0	0	155,885
5027	MEDICAL	64,552	77,312	107,690	97,410
5028	WORKERS' COMPENSATION	14,706	28,571	43,405	40,725
5030	FLEXIBLE BENEFITS	18,300	20,608	23,365	23,700
TOTAL, EMPLOYEE SERVICES		798,306	930,171	1,111,940	1,123,890
5101	OFFICE/OPERATING SUPPLIES	2,450	10,443	4,000	4,000
5126	MAINTENANCE OF EQUIPMENT	0	0	5,000	700
5131	PROFESSIONAL SERVICES/CONTRACTS	308,234	333,268	421,915	421,915
5160	TRAINING AND MEETINGS	2,642	5,931	8,000	8,000
5161	MILEAGE REIMBURSEMENT	347	444	2,000	2,000
5162	DUES AND SUBSCRIPTIONS	815	858	2,570	3,900
5167	ADVERTISING AND PRINTING	9,391	5,206	6,000	7,370
5173	OTHER TELEPHONE	0	903	2,400	3,200
5190	OTHER EXPENSE	0	0	38,000	38,000
5193	SOFTWARE	0	422	200	1,000
5194	MINOR OFFICE EQUIPMENT	833	5,571	3,000	3,000
TOTAL, M & O		324,712	363,047	493,085	493,085
5209	OTHER CAPITAL OUTLAY	1,990	90,403	100,000	100,000
TOTAL, CAPITAL		1,990	90,403	100,000	100,000
5125	BUILDING MAINTENANCE	0	0	0	40,530
5164	FLEET SERVICES	4,310	4,165	35,680	47,045

**CITY OF ESCONDIDO
 FY 2017-18 Operating Budget
 Line Item Detail**

		<u>2014-15</u> <u>ACTUAL</u>	<u>2015-16</u> <u>ACTUAL</u>	<u>2016-17</u> <u>REVISED</u>	<u>2017-18</u> <u>BUDGET</u>
558-440	ENVIRONMENTAL PROGRAMS				
5165	DUPLICATING	210	110	0	1,765
5178	OFFICE AUTOMATION	2,675	2,685	2,665	12,355
5183	INSURANCE	12,660	13,000	16,400	20,790
	TOTAL, INTERNAL SERVICE CHARGES	19,855	19,960	54,745	122,485
	SUBTOTAL, ENVIRONMENTAL PROGRAMS	1,144,863	1,403,580	1,759,770	1,839,460
5901	ALLOCATED IN	689,860	282,825	399,025	423,505
5902	ALLOCATED OUT	(1,827)	(94,721)	(351,255)	(312,715)
	TOTAL, ENVIRONMENTAL PROGRAMS	1,832,895	1,591,684	1,807,540	1,950,250

Internal Service Funds

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Internal Service Fund Sources and Uses**

BUILDING MAINTENANCE

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

Sources of Funds:

<u>Charges to Departments:</u>	
City Council	\$51,245
City Manager	68,305
City Attorney	69,640
City Clerk	50,980
City Treasurer	16,390
Finance	86,945
Human Resources/Risk Mgmt.	84,695
Information Systems/Administration	87,010
Recreation	328,605
Library	252,775
Older Adult Services	287,005
Planning/Building/Code Enforcement	158,750
Engineering	252,090
Maintenance/Streets	52,240
Maintenance/Parks	280,000
Radio Communications	-
Recycling and Waste Reduction	96,630
Police	1,086,490
Fire	221,395
Center for the Arts	581,370
ASES	58,790
CDBG Administration	10,155
Successor Agency-Housing	5,455
Water/Lakes	386,110
Wastewater/Environmental Programs	145,715
Duplicating	11,690
Fleet Services	111,505
TOTAL, Charges to Departments	\$4,841,980
Interest	1,000
Use of Available Fund Balance	6,445
TOTAL, Sources	\$4,849,425

Uses of Funds:

<u>Operating Budget</u>	
Employee Services	\$ 2,249,070
Maintenance and Operations	2,383,380
Internal Service Charges	149,820
Allocations	(23,900)
TOTAL, Operating Budget	4,758,370
CEC Loan Principal	88,795
SDG&E Loan Principal	2,260
TOTAL, Uses	\$ 4,849,425

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

BUILDING MAINTENANCE



DESCRIPTION

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. Additionally, the City uses some contract services to assist in the custodial maintenance of its facilities.

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.

Future Challenges - With electricity costs increasing at a high rate every year, we continue to explore and implement feasible ways to conserve energy at City facilities. Many steps have been taken in this regard, and we will continue to investigate other possibilities as technology advances.

Aging facilities are another challenge we face. As they age, the demand increases for maintenance and replacement of roofs, HVAC equipment, flooring and other major building components.

Did you know?

- The City custodial staff maintains over 336,000 square feet of building space

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

- Facility repair staff completed 1,146 work orders in the 2016 fiscal year
- Building Maintenance completed over \$950,000 in Capital Projects in the 2016 fiscal year

DEPARTMENT PRIORITIES

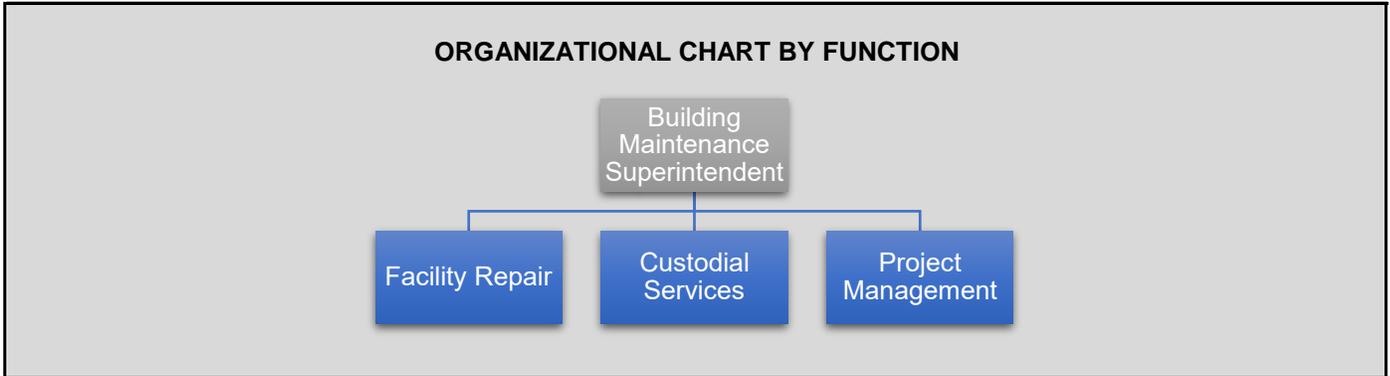
- Continue to maintain City facilities and structures in a way that will reflect a positive City appearance
- Provide custodial services for various City facilities and parks
- Open and secure City buildings as well as maintain and respond to fire and security alarms
- Review plans for future City structures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

MAJOR BUDGET IMPACTS

- Increase in employee services primarily for salaries, overtime, PERS and medical insurance
- Increase in M & O primarily for professional services contracts and utilities
- Increase in Internal service charges, primarily Fleet Services
- Increase in allocations out to City Manager's office to reflect the cost of overtime for renting the Daley Ranch house
- \$31,000 decrease in charges to the General Fund

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

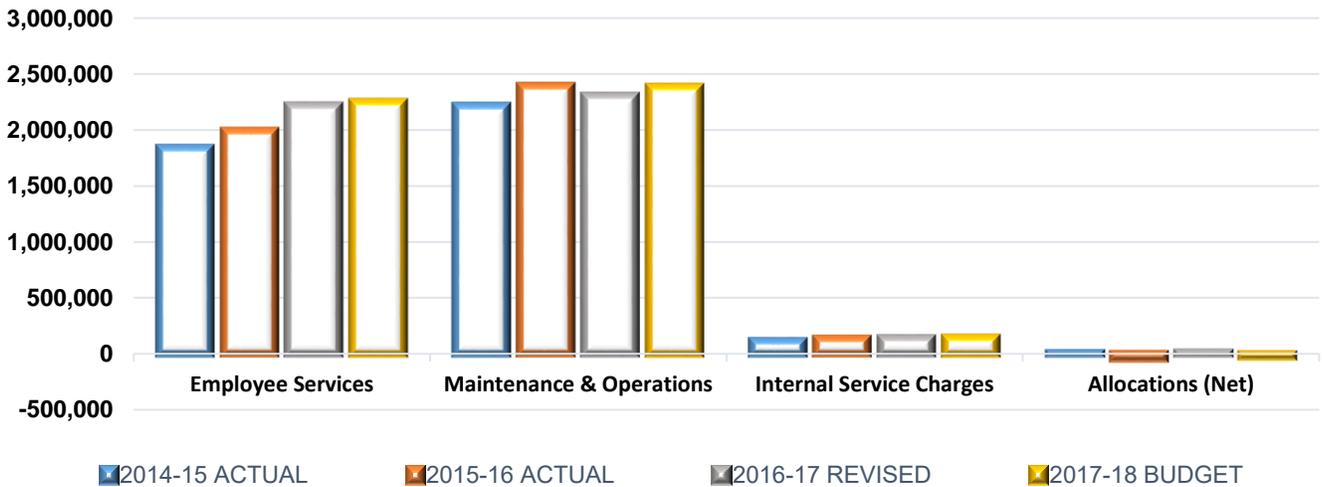
BUILDING MAINTENANCE



BUDGET SUMMARY

	2014-15 Actual	2015-16 Actual	2016-17 Revised	2017-18 Budget
STAFFING:				
Regular Full-Time	14.0	14.0	15.0	15.0
Regular Part-Time	0.8	0.8	0.8	0.8
Temporary Part-Time (FTE)	15.7	17.1	21.8	21.9
Department Total	<u>30.5</u>	<u>31.9</u>	<u>37.6</u>	<u>37.7</u>
BUDGET:				
Employee Services	1,840,317	1,987,623	2,218,395	2,249,070
Maintenance & Operations	2,215,204	2,386,192	2,304,190	2,383,380
Internal Service Charges	117,600	137,105	143,505	149,820
Allocations (Net)	9,019	(45,997)	13,525	(23,900)
Total Budget	<u>4,182,141</u>	<u>4,464,922</u>	<u>4,679,615</u>	<u>4,758,370</u>

LINE ITEM DETAIL TREND



CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Line Item Detail

		<u>2014-15</u> <u>ACTUAL</u>	<u>2015-16</u> <u>ACTUAL</u>	<u>2016-17</u> <u>REVISED</u>	<u>2017-18</u> <u>BUDGET</u>
650-450 BUILDING MAINTENANCE					
5001	REGULAR FULL-TIME	811,025	833,748	920,380	940,695
5003	REGULAR PART-TIME	27,122	21,907	26,100	24,335
5004	TEMPORARY PART-TIME	314,169	342,070	436,515	438,605
5020	OVERTIME	111,685	150,647	91,850	127,300
5025	OTHER EMPLOYEE OVERHEAD	145,568	40,474	43,855	45,815
5026	PERS-NORMAL COST	217,904	307,716	373,840	125,875
5029	PERS-UNFUNDED LIABILITY	0	0	0	204,350
5027	MEDICAL	143,306	175,928	182,900	193,705
5028	WORKERS' COMPENSATION	55,127	100,082	123,870	129,305
5030	FLEXIBLE BENEFITS	14,410	15,050	19,085	19,085
TOTAL, EMPLOYEE SERVICES		1,840,317	1,987,623	2,218,395	2,249,070
5101	OFFICE/OPERATING SUPPLIES	7,563	8,051	7,000	7,000
5102	CUSTODIAL SUPPLIES	97,349	101,003	100,000	103,000
5107	MINOR TOOLS & EQUIPMENT	113	0	0	0
5126	MAINTENANCE OF EQUIPMENT	3,554	2,021	3,000	3,000
5131	PROFESSIONAL SERVICES/CONTRACTS	996,028	1,208,307	1,025,900	1,059,595
5139	OTHER BUILDING REPAIRS/MAINTENANCE	180,276	192,591	192,405	192,405
5162	DUES AND SUBSCRIPTIONS	0	0	250	250
5170	UTILITIES	872,756	817,014	920,000	964,000
5171	WATER	18,626	19,418	23,000	23,000
5173	OTHER TELEPHONE	9,736	10,954	9,700	11,000
5180	RENT	1,248	1,961	1,400	2,000
5501	INTEREST	27,956	24,872	21,535	18,130
TOTAL, M & O		2,215,204	2,386,192	2,304,190	2,383,380
5164	FLEET SERVICES	52,810	56,320	62,975	73,300
5165	DUPLICATING	285	350	135	180

**CITY OF ESCONDIDO
 FY 2017-18 Operating Budget
 Line Item Detail**

		<u>2014-15 ACTUAL</u>	<u>2015-16 ACTUAL</u>	<u>2016-17 REVISED</u>	<u>2017-18 BUDGET</u>
650-450	BUILDING MAINTENANCE				
5172	TELECOMMUNICATIONS	1,300	1,540	1,705	1,205
5174	RADIO COMMUNICATIONS	3,360	3,490	3,070	8,665
5178	OFFICE AUTOMATION	10,445	13,010	14,175	16,290
5183	INSURANCE	49,400	62,395	61,445	50,180
	TOTAL, INTERNAL SERVICE CHARGES	117,600	137,105	143,505	149,820
	SUBTOTAL, BUILDING MAINTENANCE	4,173,121	4,510,919	4,666,090	4,782,270
5901	ALLOCATED IN	10,955	13,260	21,815	12,100
5902	ALLOCATED OUT	(1,936)	(59,257)	(8,290)	(36,000)
	TOTAL, BUILDING MAINTENANCE	4,182,141	4,464,922	4,679,615	4,758,370

**CITY OF ESCONDIDO
FY 2017-18 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:

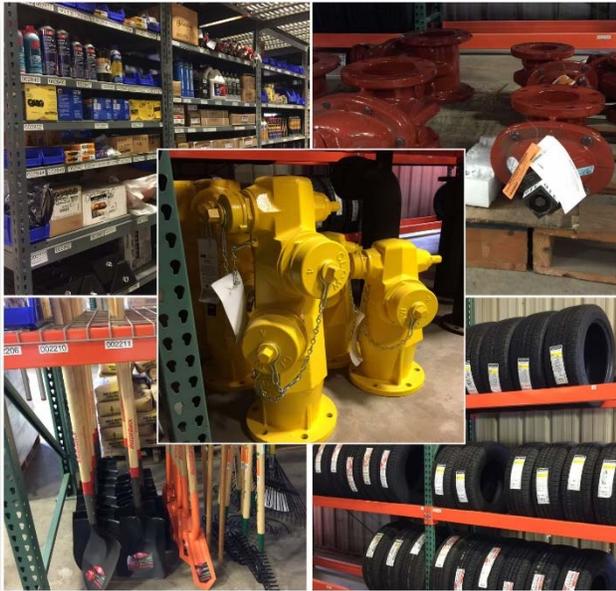
Charges to Departments	\$192,000
Use of Available Fund Balance	41,265
TOTAL, Sources	<u><u>\$233,265</u></u>

Uses of Funds:

<u>Operating Budget</u>	
Employee Services	\$165,970
Maintenance and Operations	9,750
Internal Service Charges	32,425
Allocations	25,120
TOTAL, Uses	<u><u>\$233,265</u></u>

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

WAREHOUSE



DESCRIPTION

Mission Statement - The mission of the City's Warehouse is to service the City's departments by providing a centralized warehouse location to stock and supply goods and materials that are necessary for employees to perform their daily operations at the most economical cost, to provide a central receiving location for City departments and to provide transportation of inventory to various City locations.

The Warehouse Division buys, receives, stores, and delivers essential goods and materials required Citywide. The division is comprised of three full time employees: a Buyer/Store Supervisor, a Purchasing/Inventory Control

Coordinator and a Storekeeper/Receiving Clerk. This division operates a central warehouse that stores an inventory of necessary items utilized by all departments to perform their daily operations. The warehouse stores items such as:

- Automotive repair parts
- Building/landscape maintenance supplies
- Safety equipment
- Tools
- Hardware
- Water fittings, valves, flanges, fire hydrants
- Office supplies & toner cartridges

More importantly, the warehouse stocks items that are essential during emergency situations or necessary for immediate repairs but may not be readily available from a local vendor. The warehouse also handles the disposition of surplus property.

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

Division Challenges - A markup cost that is applied to every inventory sale might discourage City departments from purchasing at the warehouse, as opposed to buying directly from external vendors. The warehouse, however, provides time savings with the availability of items and streamlines the payment process with the reduction of invoices, which reduces the overall cost to the City.

Did you know?

- The warehouse has over 1,200 inventory items available
- The current inventory list is available on the City's Intranet

DEPARTMENT PRIORITIES

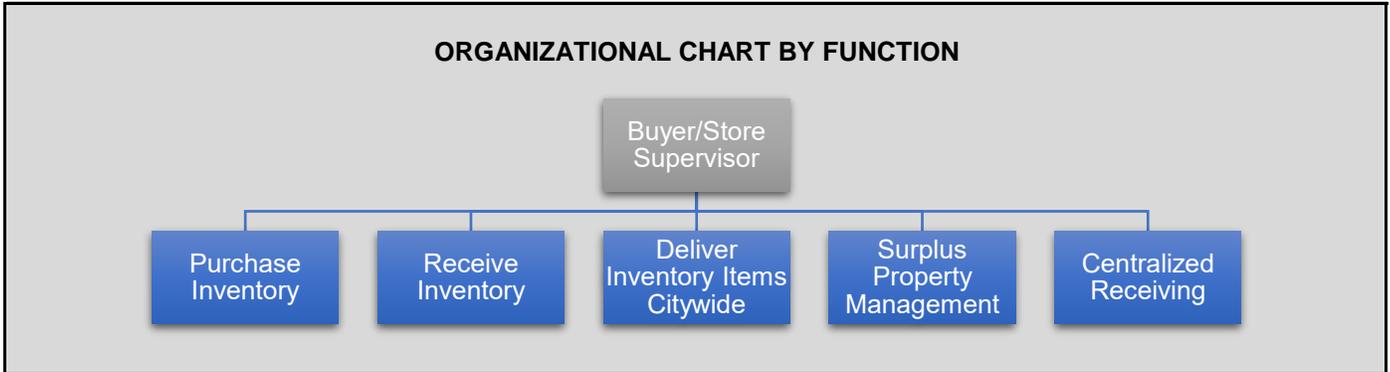
- Volume purchasing of inventory items and central warehousing to provide cost savings and time efficiency to City departments
- Increase the selection of inventory items available to the City to reduce individual online or retail purchases, which reduces paperwork and streamlines the payment process
- Provide day-to-day customer service assistance and regular deliveries Citywide
- Reduce per unit cost by securing competitive contracts and reducing transportation cost

MAJOR BUDGET IMPACTS

- Increase in employee services due to salary and PERS cost increases
- Increase in internal service charges, primarily Fleet Services charges
- Decrease in allocations in from Finance due to employee turnover
- Use of approximately \$41,000 in available fund balance in order to maintain markup rate to departments at 20%

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

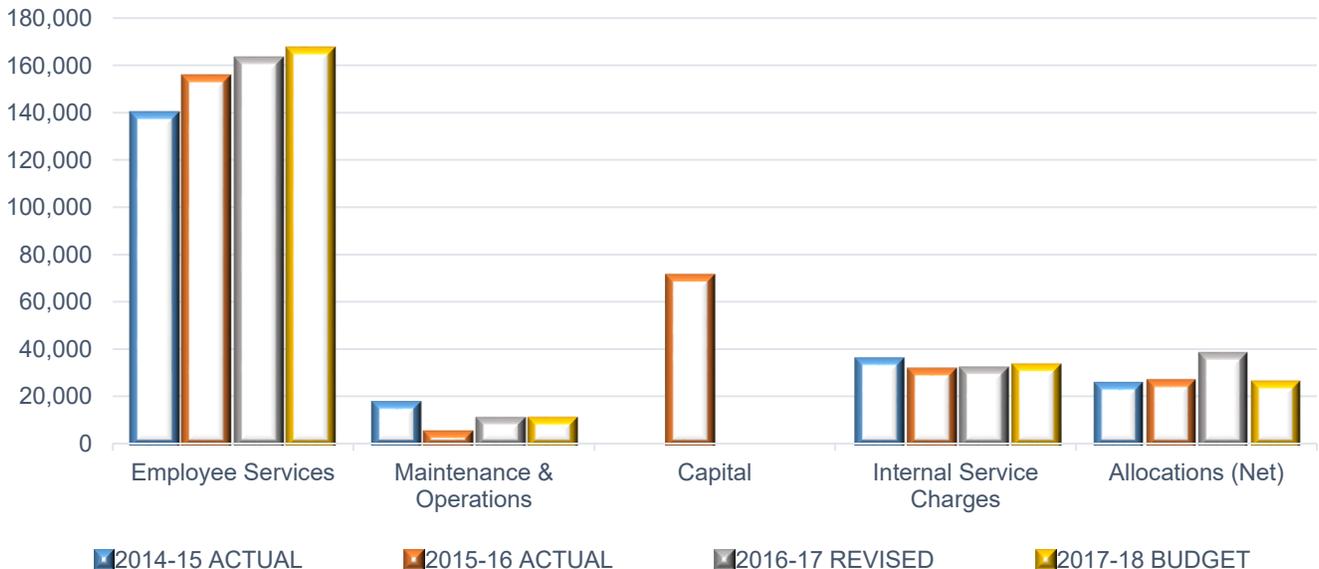
WAREHOUSE



BUDGET SUMMARY

	2014-15 Actual	2015-16 Actual	2016-17 Revised	2017-18 Budget
STAFFING:				
Regular Full-Time	2.0	2.0	2.0	2.0
BUDGET:				
Employee Services	138,808	154,369	161,730	165,970
Maintenance & Operations	16,339	3,955	9,750	9,750
Capital	0	70,000	0	0
Internal Service Charges	34,785	30,405	31,260	32,425
Allocations (Net)	24,455	25,535	37,415	25,120
Total Budget	<u>214,387</u>	<u>284,264</u>	<u>240,155</u>	<u>233,265</u>

LINE ITEM DETAIL TREND



**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Line Item Detail**

		<u>2014-15 ACTUAL</u>	<u>2015-16 ACTUAL</u>	<u>2016-17 REVISED</u>	<u>2017-18 BUDGET</u>
652-710	WAREHOUSE				
5001	REGULAR FULL-TIME	92,163	99,764	102,520	104,620
5004	TEMPORARY PART-TIME	988	0	0	0
5020	OVERTIME	203	1,492	300	300
5025	OTHER EMPLOYEE OVERHEAD	11,867	4,116	3,995	4,075
5026	PERS-NORMAL COST	19,680	28,525	31,580	10,660
5029	PERS-UNFUNDED LIABILITY	0	0	0	23,125
5027	MEDICAL	7,824	10,131	10,825	10,855
5028	WORKERS' COMPENSATION	4,250	8,429	10,520	10,350
5030	FLEXIBLE BENEFITS	1,833	1,911	1,990	1,985
	TOTAL, EMPLOYEE SERVICES	138,808	154,369	161,730	165,970
5101	OFFICE/OPERATING SUPPLIES	2,946	3,485	3,450	3,450
5126	MAINTENANCE OF EQUIPMENT	293	111	300	300
5131	PROFESSIONAL SERVICES	6,050	0	0	0
5160	TRAINING & MEETINGS	0	0	0	500
5161	MILEAGE REIMBURSEMENT	0	30	0	0
5190	OTHER EXPENSE	7,051	330	6,000	5,500
	TOTAL, M & O	16,339	3,955	9,750	9,750
5209	OTHER CAPITAL OUTLAY	0	70,000	0	0
	TOTAL, CAPITAL OUTLAY	0	70,000	0	0
5164	FLEET SERVICES	17,220	13,785	14,460	18,085
5172	TELECOMMUNICATIONS	1,015	1,215	1,275	1,305
5178	OFFICE AUTOMATION	8,020	6,710	6,660	5,560
5183	INSURANCE	8,530	8,695	8,865	7,475
	TOTAL, INTERNAL SERVICE CHARGES	34,785	30,405	31,260	32,425

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Line Item Detail**

	<u>2014-15 ACTUAL</u>	<u>2015-16 ACTUAL</u>	<u>2016-17 REVISED</u>	<u>2017-18 BUDGET</u>
652-710 WAREHOUSE				
SUBTOTAL, WAREHOUSE	189,932	258,729	202,740	208,145
5901 ALLOCATED IN	24,455	25,535	37,415	25,120
TOTAL, WAREHOUSE	214,387	284,264	240,155	233,265

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Internal Service Fund Sources and Uses**

FLEET SERVICES

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

Sources of Funds:

<u>Charges to Departments:</u>	
City Clerk	\$4,505
Risk Management	4,530
Recreation	22,120
Library	9,780
Planning	3,125
Code Enforcement	52,465
Building	23,285
Engineering	70,995
Maintenance/Streets	1,038,060
Maintenance/Parks	171,325
Recycling and Waste Reduction	3,575
Police	1,322,440
Fire	1,290,325
Non-Departmental	25,490
CDBG Administration	1,260
Water	673,450
Canal	74,290
Lakes	171,750
Wastewater	672,145
Recycled Water	3,975
Environmental Programs	47,045
Building Maintenance	73,300
Warehouse	18,085
Office Automation	4,050
TOTAL, Charges to Departments	\$5,781,370
Accident Recoveries	9,190
Interest	77,230
Use of Available Fund Balance	791,675
TOTAL, Sources	\$6,659,465

Uses of Funds:

<u>Operating Budget</u>	
Employee Services	\$ 1,260,325
Maintenance and Operations	2,192,520
Capital Outlay	2,835,200
Internal Service Charges	168,945
Allocations	12,100
TOTAL, Operating Budget	6,469,090
Lease Payment Principal	190,375
TOTAL, Uses	\$ 6,659,465

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

FLEET SERVICES



DESCRIPTION

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 departments 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 650 pieces of equipment and vehicles along with an additional 150 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.

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.

Did you know?

- How much money would it take to purchase all new vehicles and equipment for the City of Escondido? Almost \$50,000,000. The City owns and maintains all public safety

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

vehicles along with all other vehicles that assist with City operations. These assets are crucial to daily City operations. Keeping a reliable fleet of vehicles and equipment moving ensures public safety and continued city services.

Future Challenges - The fluctuation of crude oil prices creates unpredictability when forecasting fuel costs for City services. Fuel prices are no longer based off of supply and demand. Fuel prices are now based off of speculation and geographical events similar to commodities. This unpredictability and fuel volatility makes forecasting fuel prices extremely difficult.

DEPARTMENT PRIORITIES

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

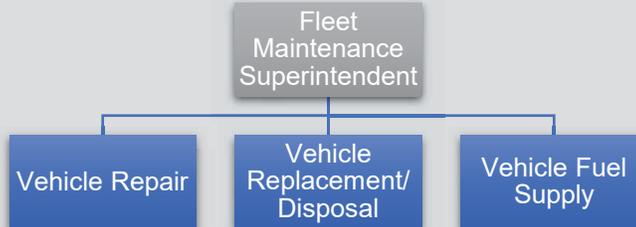
MAJOR BUDGET IMPACTS

- Increase in employee services primarily for salaries, temporary part-time staff and the cost of PERS
- Decrease in M & O primarily due to decreased fuel projections
- Increase in the projected amount of scheduled vehicle replacements
- Increase in internal service charges, primarily Fleet Services charges
- Approximately \$792,000 use of available fund balance
- Total increase in charges to departments of \$438,000, \$139,000 of this amount is related to General Fund departments

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

FLEET SERVICES

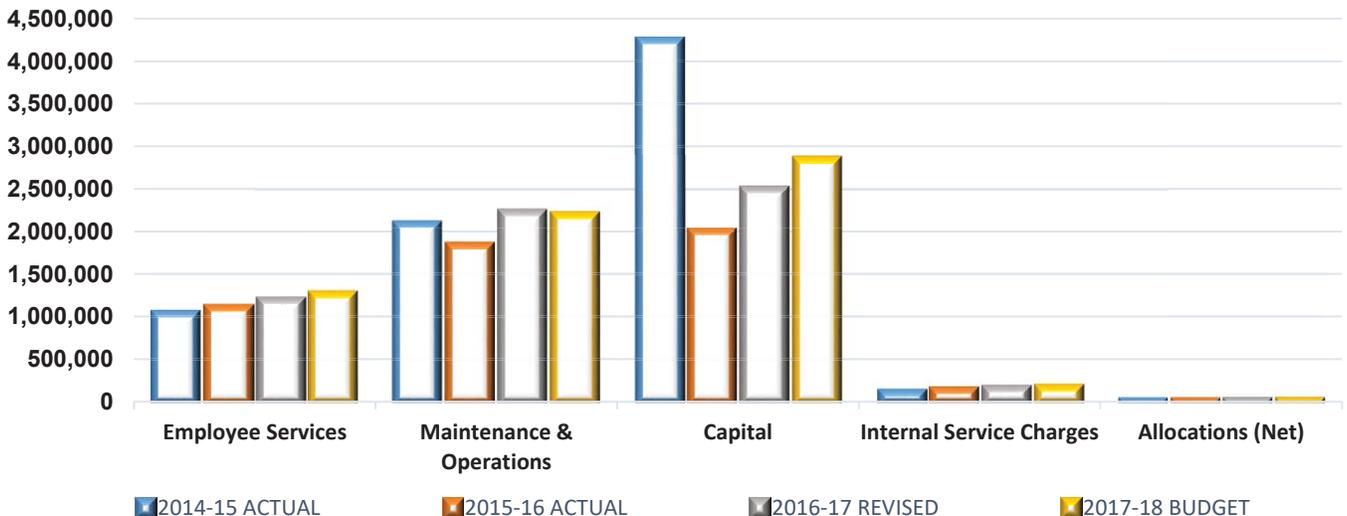
ORGANIZATIONAL CHART BY FUNCTION



BUDGET SUMMARY

	2014-15 Actual	2015-16 Actual	2016-17 Revised	2017-18 Budget
STAFFING:				
Regular Full-Time	12.0	12.0	12.0	12.0
Temporary Part-Time (FTE)	0.5	0.8	0.7	1.4
Department Total	<u>12.5</u>	<u>12.8</u>	<u>12.7</u>	<u>13.4</u>
BUDGET:				
Employee Services	1,042,939	1,102,349	1,192,565	1,260,325
Maintenance & Operations	2,094,369	1,818,271	2,223,765	2,192,520
Capital	4,235,980	1,989,188	2,489,900	2,835,200
Internal Service Charges	112,675	135,745	155,835	168,945
Allocations (Net)	10,955	11,540	13,600	12,100
Total Budget	<u>7,496,918</u>	<u>5,057,093</u>	<u>6,075,665</u>	<u>6,469,090</u>

LINE ITEM DETAIL TREND



CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Line Item Detail

		<u>2014-15</u> <u>ACTUAL</u>	<u>2015-16</u> <u>ACTUAL</u>	<u>2016-17</u> <u>REVISED</u>	<u>2017-18</u> <u>BUDGET</u>
653-715 FLEET SERVICES					
5001	REGULAR FULL-TIME	657,535	688,289	709,475	741,650
5004	TEMPORARY PART-TIME	10,684	16,621	13,650	27,300
5020	OVERTIME	22,973	19,564	30,900	30,900
5025	OTHER EMPLOYEE OVERHEAD	93,801	30,599	30,535	30,790
5026	PERS-NORMAL COST	140,792	190,656	218,525	75,570
5029	PERS-UNFUNDED LIABILITY	0	0	0	161,165
5027	MEDICAL	82,365	102,558	122,850	122,290
5028	WORKERS' COMPENSATION	27,886	46,873	59,320	63,205
5030	FLEXIBLE BENEFITS	6,904	7,189	7,310	7,455
TOTAL, EMPLOYEE SERVICES		1,042,939	1,102,349	1,192,565	1,260,325
5101	OFFICE/OPERATING SUPPLIES	69,806	51,583	41,590	41,590
5111	GASOLINE	798,049	636,634	900,000	900,000
5112	OIL AND LUBRICANTS	45,305	36,796	40,000	40,000
5113	OTHER MOTIVE FUELS	245,162	174,203	325,000	300,000
5115	TIRES AND TUBES	146,691	146,332	145,000	145,000
5116	REPAIR PARTS	340,176	285,814	300,000	300,000
5117	OUTSIDE REPAIRS	225,919	267,689	250,000	250,000
5118	MOTIVE REPAIR PARTS	6,465	5,942	7,500	7,500
5119	ACCIDENT REPAIRS	77,797	96,639	70,000	70,000
5126	MAINTENANCE OF EQUIPMENT	5,249	2,069	5,000	5,000
5128	MAJOR MAINTENANCE	7,722	7,802	10,000	10,000
5131	PROFESSIONAL SERVICES/CONTRACTS	52,328	53,596	62,790	61,300
5139	OTHER BUILDING REPAIRS/MAINTENANCE	38	0	0	0
5160	TRAINING AND MEETINGS	3,588	7,440	5,000	5,000
5162	DUES AND SUBSCRIPTIONS	135	139	140	140
5173	OTHER TELEPHONE	1,574	1,722	1,550	1,550
5182	INTEREST	42,545	19,164	25,195	20,440

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Line Item Detail**

		<u>2014-15 ACTUAL</u>	<u>2015-16 ACTUAL</u>	<u>2016-17 REVISED</u>	<u>2017-18 BUDGET</u>
653-715 FLEET SERVICES					
5190	OTHER EXPENSE	25,820	24,706	35,000	35,000
TOTAL, M & O		2,094,369	1,818,271	2,223,765	2,192,520
5208	MOTIVE EQUIPMENT	4,027,719	1,989,188	2,489,900	2,835,200
5209	OTHER CAPITAL OUTLAY	208,261	0	0	0
TOTAL, CAPITAL		4,235,980	1,989,188	2,489,900	2,835,200
5125	BUILDING MAINTENANCE	59,960	73,785	95,085	111,505
5165	DUPLICATING	500	550	640	495
5172	TELECOMMUNICATIONS	1,160	1,390	1,455	1,490
5174	RADIO COMMUNICATIONS	1,680	1,745	1,755	4,755
5178	OFFICE AUTOMATION	12,035	10,735	10,660	11,125
5183	INSURANCE	37,340	47,540	46,240	39,575
TOTAL, INTERNAL SERVICE CHARGES		112,675	135,745	155,835	168,945
SUBTOTAL, FLEET SERVICES		7,485,963	5,045,553	6,062,065	6,456,990
5901	ALLOCATED IN	10,955	11,540	13,600	12,100
TOTAL, FLEET SERVICES		7,496,918	5,057,093	6,075,665	6,469,090

**CITY OF ESCONDIDO
 FY 2017-18 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	\$10,415
City Manager	10,825
City Attorney	10,765
City Clerk	7,980
Finance	26,710
Human Resources	17,525
Risk Management	2,800
Information Systems	2,065
Recreation	19,005
Library	20,365
Older Adult Services	10,375
Planning	24,030
Code Enforcement	7,300
Building	9,200
Engineering	14,750
Maintenance/Streets	12,525
Police	74,600
Fire & Emergency Management	35,120
Non-Departmental - Escondido University & Education Compact	3,800
ASES	8,045
CDBG Administration	2,555
Housing	5,180
Water/Lakes	16,395
Wastewater/Environmental Programs	17,590
Building Maintenance	180
Fleet Services	495
Office Automation	180
Benefits Administration	4,110
Workers' Compensation	600
TOTAL, Charges to Departments	375,485
Use of Available Fund Balance	11,840
TOTAL, Sources	\$387,325

Uses of Funds:

<u>Operating Budget</u>	
Employee Services	\$81,000
Maintenance and Operations	275,000
Internal Service Charges	18,295
Allocations	13,030
TOTAL, Uses	\$387,325

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

DUPLICATING



DESCRIPTION

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 Council Agendas.

Funding is provided through charges to other departments based on actual usage.

Did you know?

- Some high-quality color printers and copiers steganographically embed their identification code into the printed pages as fine and almost invisible patterns of yellow dots. It is possible to identify the individual printer from a single page, which could be helpful in detecting anything counterfeit.

- The main Xerox D125 Copier at City Hall made 1,256,844 copies this year.

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
- Continue to expand printing capabilities on Xerox machines
- Monitor usage on all Xerox machines in an effort to reduce contract overages

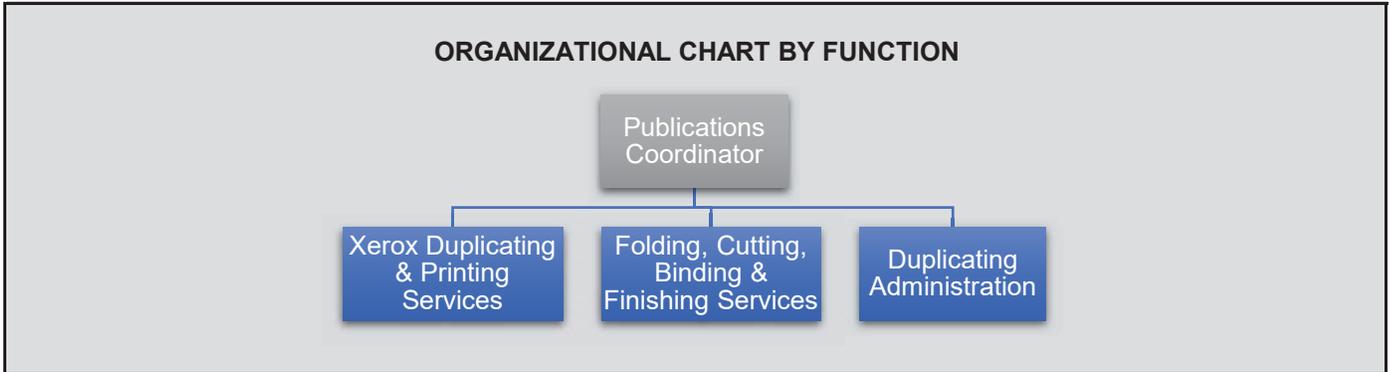
**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

MAJOR BUDGET IMPACTS

- Use of approximately \$12,000 in available fund balance
- \$6,000 increase in charges to the General Fund

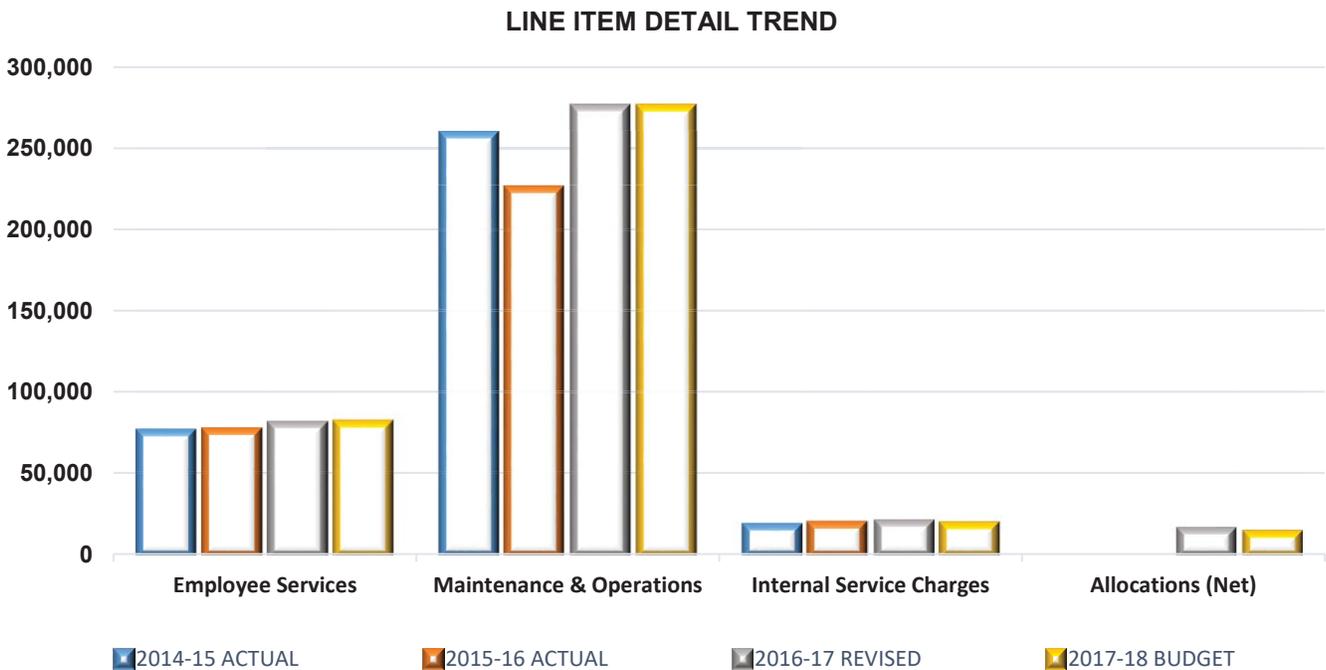
**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

DUPLICATING



BUDGET SUMMARY

	2014-15 Actual	2015-16 Actual	2016-17 Revised	2017-18 Budget
STAFFING:				
Regular Full-Time	1.0	1.0	1.0	1.0
BUDGET:				
Employee Services	75,113	76,041	80,245	81,000
Maintenance & Operations	257,768	224,467	275,000	275,000
Internal Service Charges	17,105	18,525	19,480	18,295
Allocations (Net)	0	0	14,690	13,030
Total Budget	349,987	319,033	389,415	387,325



**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Line Item Detail**

	<u>2014-15 ACTUAL</u>	<u>2015-16 ACTUAL</u>	<u>2016-17 REVISED</u>	<u>2017-18 BUDGET</u>
654-770 DUPLICATING				
5001 REGULAR FULL-TIME	49,296	46,055	48,380	48,405
5025 OTHER EMPLOYEE OVERHEAD	5,317	2,128	2,000	1,980
5026 PERS-NORMAL COST	9,221	13,627	14,900	4,935
5029 PERS-UNFUNDED LIABILITY	0	0	0	10,700
5027 MEDICAL	8,334	10,840	11,540	11,575
5028 WORKERS' COMPENSATION	273	417	290	270
5030 FLEXIBLE BENEFITS	2,672	2,974	3,135	3,135
TOTAL, EMPLOYEE SERVICES	75,113	76,041	80,245	81,000
5101 OFFICE/OPERATING SUPPLIES	20,936	22,798	25,000	25,000
5126 MAINTENANCE OF EQUIPMENT	1,048	725	4,000	4,000
5131 PROFESSIONAL SERVICES/CONTRACTS	235,785	200,944	246,000	246,000
TOTAL, M & O	257,768	224,467	275,000	275,000
5125 BUILDING MAINTENANCE	10,065	11,600	12,555	11,690
5172 TELECOMMUNICATIONS	720	990	975	970
5178 OFFICE AUTOMATION	4,010	2,685	2,665	2,780
5183 INSURANCE	2,310	3,250	3,285	2,855
TOTAL, INTERNAL SERVICE CHARGES	17,105	18,525	19,480	18,295
SUBTOTAL, DUPLICATING	349,987	319,033	374,725	374,295
5901 ALLOCATED IN	0	0	14,690	13,030
TOTAL, DUPLICATING	349,987	319,033	389,415	387,325



**CITY OF ESCONDIDO
FY 2017-18 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:

<u>Charges to Departments:</u>	
City Council	\$3,240
City Manager	4,855
City Attorney	4,855
City Clerk	11,110
City Treasurer	325
Finance	11,335
Human Resources	1,945
Risk Management	1,480
Information Systems	5,230
Recreation	34,600
Library	31,120
Older Adult Services/Sr. Nutrition	15,880
Planning	8,095
Code Enforcement	6,475
Building	4,855
Engineering	80,435
Maintenance/Streets	25,640
Radio Communications	2,645
Police	137,625
Fire	94,395
Center for the Arts	43,265
ASES	1,620
CDBG	970
Successor Agency-Housing	970
Water/Lakes	49,780
Wastewater	40,315
Building Maintenance	1,205
Warehouse	1,305
Fleet Services	1,490
Duplicating	970
Office Automation	5,415
Workers' Compensation/Benefits Administration	1,295
Education COMPACT	670
Credit Union	3,885
TOTAL, Charges to Departments	639,295
Use of Available Fund Balance	70,940
TOTAL, Sources	\$710,235

Uses of Funds:

<u>Operating Budget</u>	
Employee Services	\$93,070
Maintenance and Operations	588,300
Internal Service Charges	6,365
Allocations	22,500
TOTAL, Uses	\$710,235

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

TELECOMMUNICATIONS



DESCRIPTION

The Telecommunications division of Information Systems manages 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.

Did you know?

- The very first documented version of a telephone was invented by Robert Hooke

in 1667. He created an acoustic string telephone that conveyed sounds over a wire, similar to the two cans and a string some of us grew up with!

- The first trans-Atlantic telephone call, from London to New York was made March 7, 1926.
- Alexander Graham Bell may not have been the first inventor of the electrical telephone. Elisha Gray also invented a device that could transmit sound along electrical cables within hours of Bell. Both devices were registered within hours of each other. There followed a bitter legal battle over the invention of the telephone, which Bell subsequently won.

DEPARTMENT PRIORITIES

- Support and maintain approximately 1200 telephones citywide, including troubleshooting problems, provisioning new services and recommending and purchasing hardware and software to achieve user satisfaction and provide new telephony features
- Identify and monitor existing and new telecommunications service options and providers to ensure cost value for all telephone networks. When possible, reduce or combine services to reduce recurring service charges
- Upgrade voice/data hardware at various City sites to increase network speed and continue the City's conversion to a VoIP Telephone System

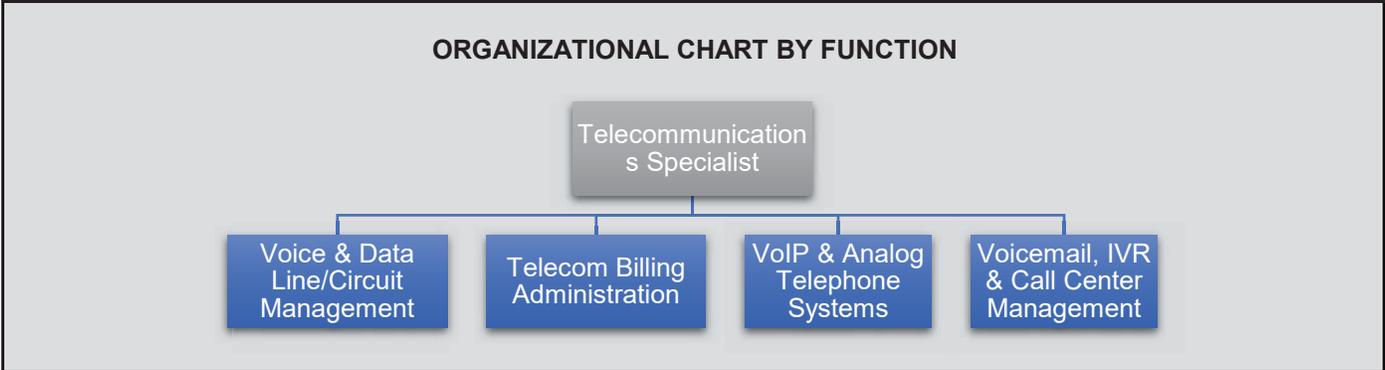
**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

MAJOR BUDGET IMPACTS

- Increase in M & O primarily for Level 2 SIP services (bandwidth) for City Hall VoIP telephone charges, which will be offset in 2-3 years by cutting all legacy telephone maintenance costs
- Use of \$71,000 in available fund balance
- \$20,000 increase in charges to the General Fund

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

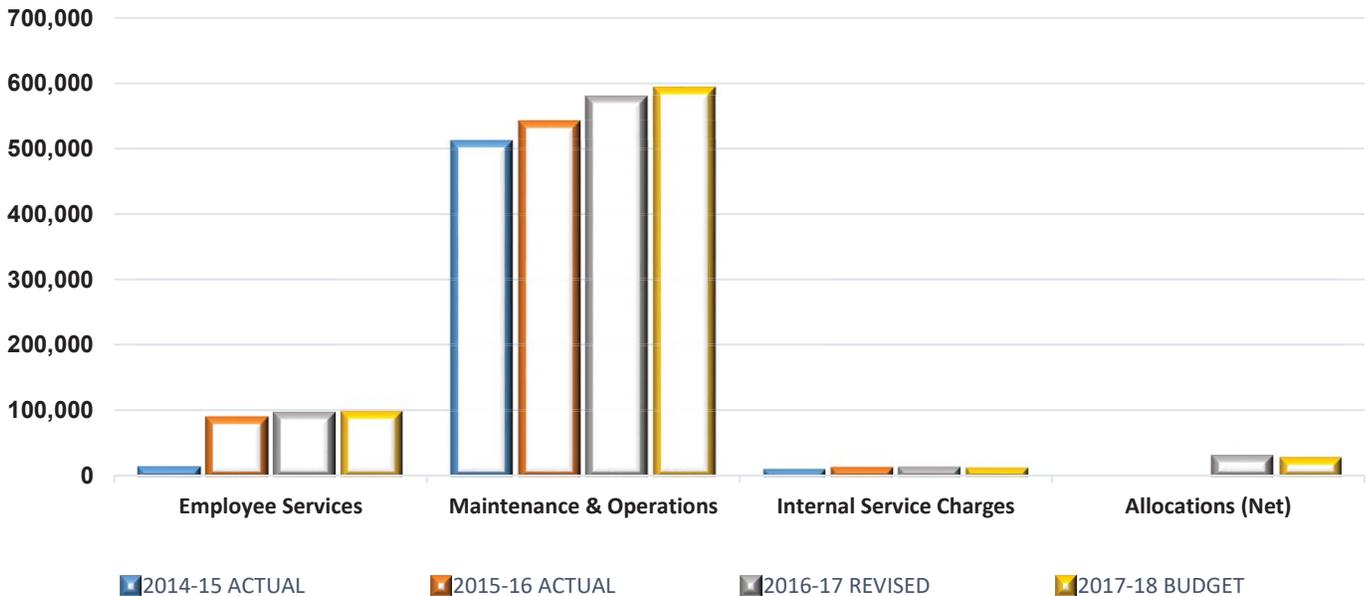
TELECOMMUNICATIONS



BUDGET SUMMARY

	2014-15 Actual	2015-16 Actual	2016-17 Revised	2017-18 Budget
STAFFING:				
Regular Full-Time	0.0	1.0	1.0	1.0
BUDGET:				
Employee Services	8,457	84,844	92,025	93,070
Maintenance & Operations	506,720	536,933	574,300	588,300
Internal Service Charges	4,435	7,530	7,930	6,365
Allocations (Net)	0	0	25,995	22,500
Total Budget	519,612	629,307	700,250	710,235

LINE ITEM DETAIL



**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Line Item Detail**

		<u>2014-15 ACTUAL</u>	<u>2015-16 ACTUAL</u>	<u>2016-17 REVISED</u>	<u>2017-18 BUDGET</u>
654-771 TELECOMMUNICATIONS					
5001	REGULAR FULL-TIME	1,363	54,115	56,005	56,135
5020	OVERTIME	4,457	3,899	7,160	7,160
5025	OTHER EMPLOYEE OVERHEAD	407	1,957	1,970	2,100
5026	PERS-NORMAL COST	1,307	15,364	17,250	5,720
5026	PERS-UNFUNDED LIABILITY	0	0	0	12,410
5027	MEDICAL	548	5,588	5,770	5,785
5028	WORKERS' COMPENSATION	39	608	430	315
5030	FLEXIBLE BENEFITS	336	3,314	3,440	3,445
TOTAL, EMPLOYEE SERVICES		8,457	84,844	92,025	93,070
5101	OFFICE/OPERATING SUPPLIES	318	564	500	500
5126	MAINTENANCE OF EQUIPMENT	53,115	72,383	88,000	84,000
5160	TRAINING & MEETINGS	2,095	0	0	0
5173	OTHER TELEPHONE	407,489	399,838	435,800	453,800
5194	MINOR OFFICE EQUIPMENT	43,703	64,148	50,000	50,000
TOTAL, M & O		506,720	536,933	574,300	588,300
5178	OFFICE AUTOMATION	2,675	5,290	5,250	4,095
5183	INSURANCE	1,760	2,240	2,680	2,270
TOTAL, INTERNAL SERVICE CHARGES		4,435	7,530	7,930	6,365
SUBTOTAL, TELECOMMUNICATIONS		519,612	629,307	674,255	687,735
5901	ALLOCATED IN	0	0	25,995	22,500
TOTAL, TELECOMMUNICATIONS		519,612	629,307	700,250	710,235



**CITY OF ESCONDIDO
 FY 2017-18 Operating Budget
 Internal Service Fund Sources and Uses**

MAIL SERVICES

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

Sources of Funds:

<u>Charges to Departments:</u>	
City Council	\$390
City Manager	2,220
City Attorney	2,830
City Clerk	8,160
Finance	46,575
Human Resources	850
Risk Management	505
Information Systems/Administration	265
Recreation	2,545
Older Adult Services	330
Planning	18,995
Code Enforcement	44,800
Building	2,885
Engineering	1,250
Maintenance/Streets	3,600
Police	20,495
Fire	10,325
CDBG Administration	1,320
Housing	8,885
Water	7,150
Lakes	60
Wastewater	1,005
Workers' Compensation	160
Benefits Administration	5,660
TOTAL, Charges to Departments	191,260
Use of Available Fund Balance	12,875
TOTAL, Sources	\$204,135

Uses of Funds:

<u>Operating Budget</u>	
Employee Services	\$75,775
Maintenance and Operations	112,505
Internal Service Charges	2,825
Allocations	13,030
TOTAL, Uses	\$204,135

CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary

MAIL SERVICES



DESCRIPTION

The Mail Services division of Information Systems provides mail distribution, metering, and postage services. This division also manages the cell phones for all departments except Police and Fire.

Funding is provided through charges to other departments based on actual usage.

Did you know?

- The City postmarks over 100,000 pieces of outgoing mail each year

- There are approximately 43,000 zip codes in the United States
- You can download postage straight to a postage machine on demand

DEPARTMENT PRIORITIES

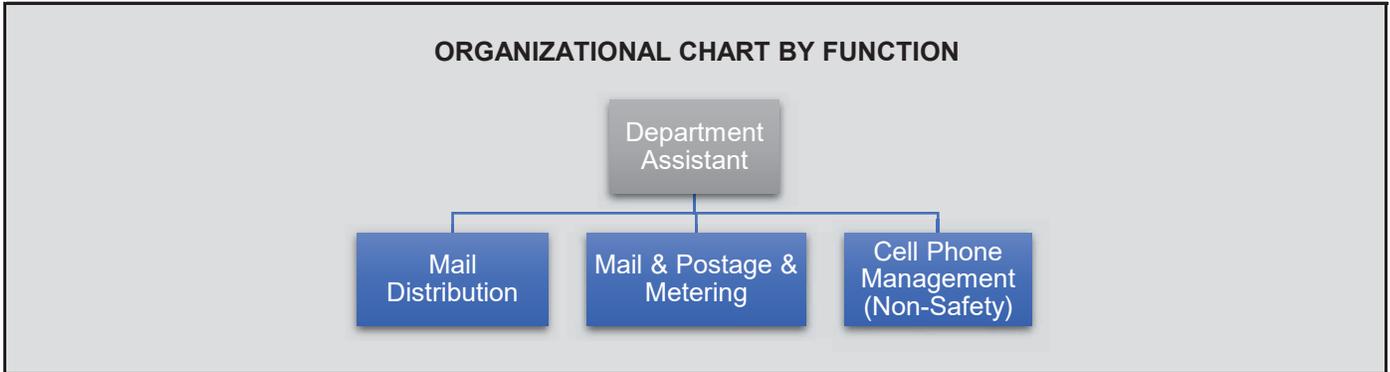
- Continue to provide mail distribution and postmarking services for all City departments
- Provide customer service, monitor usage reports and prepare monthly billing spreadsheets for over 300 cellular phone users
- Oversee and monitor off-site courier to ensure daily delivery deadlines are met
- Continue to review Mail Services procedures for possible cost saving ideas

MAJOR BUDGET IMPACTS

- Use of \$13,000 in available fund balance

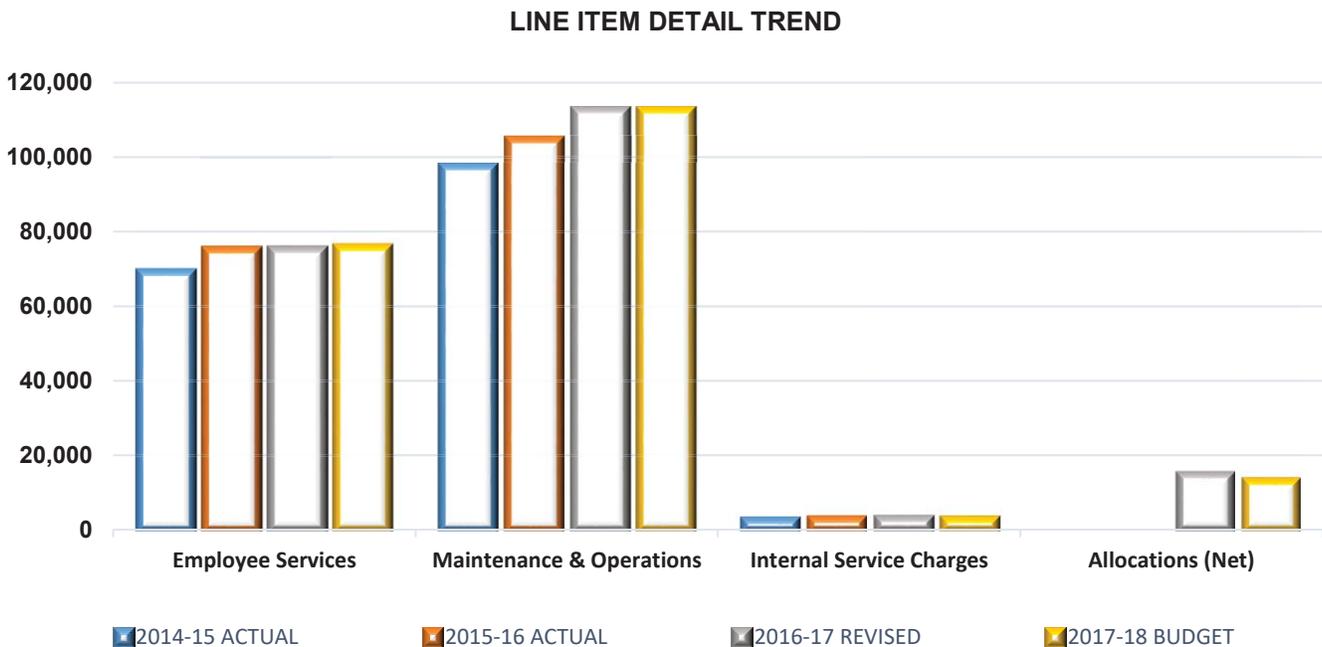
**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

MAIL SERVICES



BUDGET SUMMARY

	2014-15 Actual	2015-16 Actual	2016-17 Revised	2017-18 Budget
STAFFING:				
Regular Full-Time	1.0	1.0	1.0	1.0
BUDGET:				
Employee Services	69,061	75,139	75,150	75,775
Maintenance & Operations	97,289	104,623	112,505	112,505
Internal Service Charges	2,510	2,935	2,980	2,825
Allocations (Net)	0	0	14,690	13,030
Total Budget	<u>168,860</u>	<u>182,697</u>	<u>205,325</u>	<u>204,135</u>



**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Line Item Detail**

		<u>2014-15 ACTUAL</u>	<u>2015-16 ACTUAL</u>	<u>2016-17 REVISED</u>	<u>2017-18 BUDGET</u>
654-772 MAIL SERVICES					
5001	REGULAR FULL-TIME	41,970	42,608	41,740	41,740
5020	OVERTIME	0	143	0	0
5025	OTHER EMPLOYEE OVERHEAD	5,810	1,952	1,900	1,875
5026	PERS-NORMAL COST	8,840	11,996	12,860	4,255
5029	PERS-UNFUNDED LIABILITY	0	0	0	9,225
5027	MEDICAL	9,363	15,236	15,530	15,575
5028	WORKERS' COMPENSATION	262	333	250	235
5030	FLEXIBLE BENEFITS	2,815	2,872	2,870	2,870
TOTAL, EMPLOYEE SERVICES		69,061	75,139	75,150	75,775
5101	OPERATING SUPPLIES	60,679	60,570	71,200	71,200
5131	PROFESSIONAL SERVICES/CONTRACTS	36,134	43,618	40,600	40,600
5173	OTHER TELEPHONE	476	434	705	705
TOTAL, M & O		97,289	104,623	112,505	112,505
5178	OFFICE AUTOMATION	1,340	1,340	1,335	1,395
5183	INSURANCE	1,170	1,595	1,645	1,430
TOTAL, INTERNAL SERVICE CHARGES		2,510	2,935	2,980	2,825
SUBTOTAL, MAIL SERVICES		168,860	182,697	190,635	191,105
5901	ALLOCATED IN	0	0	14,690	13,030
TOTAL, MAIL SERVICES		168,860	182,697	205,325	204,135

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Internal Service Fund Sources and Uses**

OFFICE AUTOMATION

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

Sources of Funds:

<u>Charges to Departments:</u>	
City Council	\$6,955
City Manager/Video Services	26,180
City Attorney	17,995
City Clerk	16,525
City Treasurer	1,395
Finance	54,060
Human Resources/Risk Management	28,650
Information Systems	27,650
Recreation	41,700
Library	173,500
Older Adult Services/Sr. Nutrition	11,050
Planning	31,820
Code Enforcement	42,080
Building	15,290
Engineering	54,980
Maintenance/Streets	47,875
Maintenance/Parks	4,175
Recycling and Waste Reduction	5,485
Police	489,360
Fire/Emergency Management	143,625
Center for the Arts	61,675
Non-Departmental	22,240
ASES	9,735
CDBG Administration	9,655
Successor Agency-Housing	5,560
Water/Canal/Lakes	96,680
Wastewater/Recycled Water/Environmental Programs	126,865
Building Maintenance	16,290
Warehouse	5,560
Fleet Services	11,125
Duplicating	2,780
Telecommunications	4,095
Mail Services	1,395
Workers' Compensation/Benefits Administration	5,350
Credit Union	14,435
Escondido Education Compact	4,300
TOTAL, Charges to Departments	1,638,090
Use of Available Fund Balance	30,325
TOTAL, Sources	<u><u>\$1,668,415</u></u>

Uses of Funds:

<u>Operating Budget</u>	
Employee Services	\$1,145,320
Maintenance and Operations	500,595
Internal Service Charges	22,500
TOTAL, Uses	<u><u>\$1,668,415</u></u>

OFFICE AUTOMATION



DESCRIPTION

The Network and Office Automation 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; City Hall campus security camera system; data backup and recovery services; and the Escondido downtown wireless network.

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. This division utilizes a centralized Help Desk system to track, prioritize, and solve network, application, and hardware related problems.

Did you know?

- An average of 500 Help Desk tickets and projects are completed by Information Systems staff each month
- Our staff supports over 20 facilities across Escondido

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

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

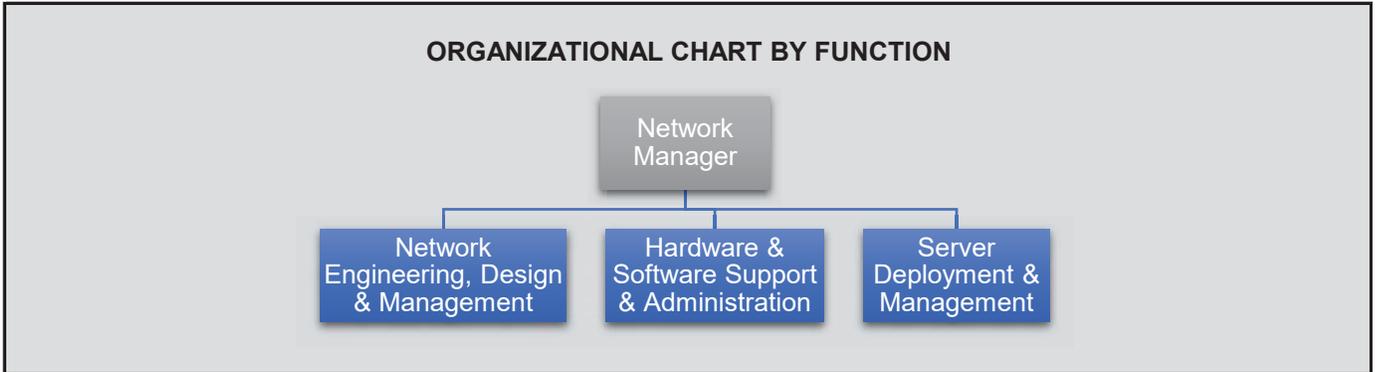
- Conclude migration from Windows 7 and older versions of MS Office to Windows 10 and MS Office 2016 and deploy other technologies to improve connectivity and increase bandwidth to remote sites and facilities
- Continue to provide ongoing help desk user support, network security, citywide WAN & LAN network 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

MAJOR BUDGET IMPACTS

- Increase in employee services primarily for salaries, overtime, PERS costs and medical insurance
- Increase in M & O is primarily due to desktop replacements and Microsoft enterprise licensing contracts
- Decrease in internal service charges, primarily duplicating and general liability insurance charges
- \$30,000 use of available fund balance
- \$22,600 increase in charges to the General Fund

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

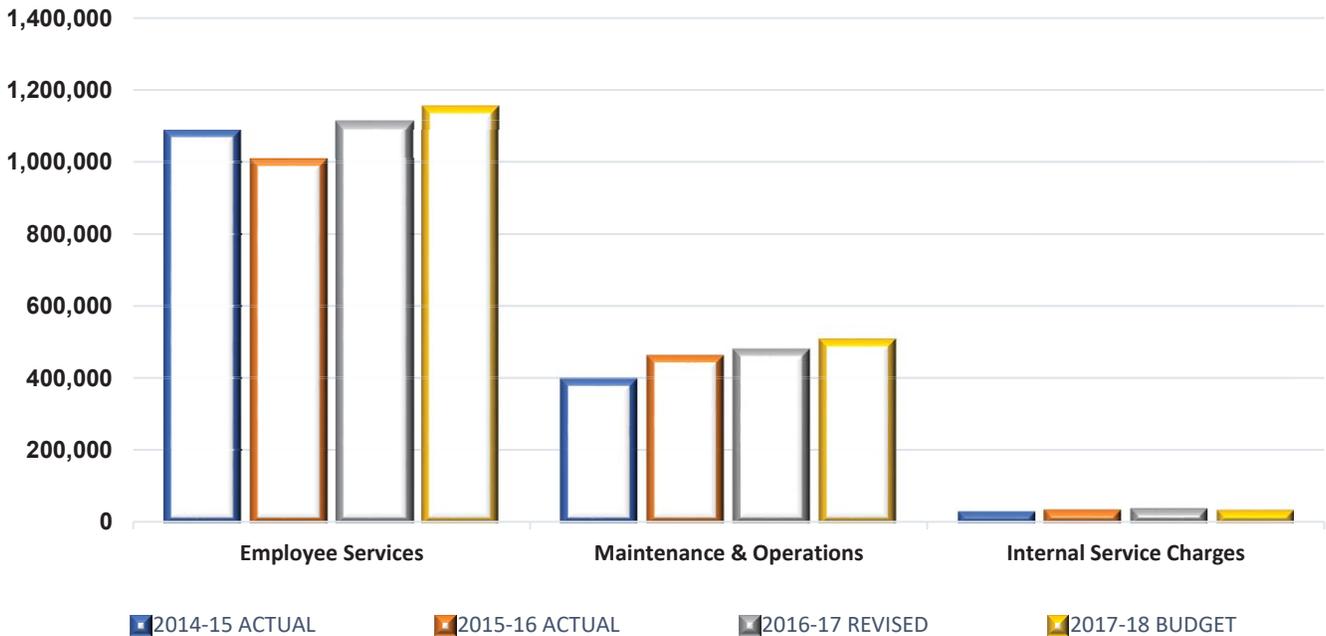
OFFICE AUTOMATION



BUDGET SUMMARY

	2014-15 Actual	2015-16 Actual	2016-17 Revised	2017-18 Budget
STAFFING:				
Regular Full-Time	11.0	11.0	11.0	11.0
BUDGET:				
Employee Services	1,076,475	998,398	1,102,535	1,145,320
Maintenance & Operations	389,122	452,453	469,595	500,595
Internal Service Charges	18,330	23,300	27,175	22,500
Total Budget	<u>1,483,927</u>	<u>1,474,150</u>	<u>1,599,305</u>	<u>1,668,415</u>

LINE ITEM DETAIL TREND



**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Line Item Detail**

	<u>2014-15 ACTUAL</u>	<u>2015-16 ACTUAL</u>	<u>2016-17 REVISED</u>	<u>2017-18 BUDGET</u>
657-033 OFFICE AUTOMATION				
5001 REGULAR FULL-TIME	718,771	646,293	693,990	728,225
5020 OVERTIME	14,849	18,001	19,090	24,090
5025 OTHER EMPLOYEE OVERHEAD	87,672	27,744	28,600	29,300
5026 PERS-NORMAL COST	143,231	182,614	211,550	73,170
5029 PERS-UNFUNDED LIABILITY	0	0	0	155,590
5027 MEDICAL	68,428	81,249	104,260	89,005
5028 WORKERS' COMPENSATION	4,313	5,124	4,450	4,020
5030 FLEXIBLE BENEFITS	39,210	37,371	40,595	41,920
TOTAL, EMPLOYEE SERVICES	1,076,475	998,398	1,102,535	1,145,320
5101 OFFICE/OPERATING SUPPLIES	14,230	14,793	15,495	18,495
5126 MAINTENANCE OF EQUIPMENT	3,754	2,873	6,200	6,200
5131 PROFESSIONAL SERVICES/CONTRACTS	6,109	48,595	32,700	32,700
5161 MILEAGE	0	0	500	500
5173 OTHER TELEPHONE	5,942	7,860	7,800	8,200
5193 SOFTWARE	208,404	234,223	266,900	279,500
5194 MINOR OFFICE EQUIPMENT	150,683	144,108	140,000	155,000
TOTAL, M & O	389,122	452,453	469,595	500,595
5164 FLEET SERVICES	3,655	3,885	3,280	4,050
5165 DUPLICATING	140	145	3,655	180
5172 TELECOMMUNICATIONS	3,605	4,230	4,875	5,415
5183 INSURANCE	10,930	15,040	15,365	12,855
TOTAL, INTERNAL SERVICE CHARGES	18,330	23,300	27,175	22,500
TOTAL, OFFICE AUTOMATION	1,483,927	1,474,150	1,599,305	1,668,415



**CITY OF ESCONDIDO
FY 2017-18 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	\$4,491,075
Interest	85,000
TOTAL, Sources	<u><u>\$4,576,075</u></u>

Uses of Funds:

<u>Operating Budget</u>	
Employee Services	\$118,235
Maintenance and Operations	4,119,650
Internal Service Charges	18,300
Allocations	319,890
TOTAL, Uses	<u><u>\$4,576,075</u></u>

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

WORKERS' COMPENSATION INSURANCE



DESCRIPTION

The Workers' Compensation Fund was created to account for transactions related to the City's workers' compensation claims expenses and excess coverage premiums. Claims can result from minor on the job injuries that require a brief visit to the doctor or emergency room, to complicated and serious accidents or 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 provided 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 the California State Association of Counties – Excess Insurance Authority (CSAC-EIA). 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 contracted Third Party Administrator, medical providers, investigators, outside attorneys and other vendors
- Assist the City Attorney's office in monitoring all litigated Workers' Compensation claims, including monitoring and attending hearings, settlement conferences and trials
- Provide analysis and recommendations for claim settlements and safety retirements to City staff as well as City Council

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

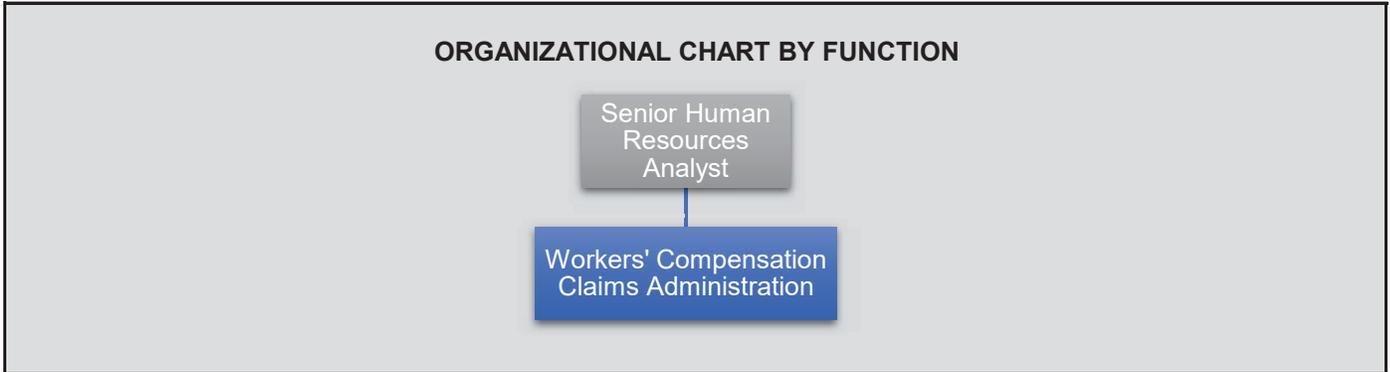
- Facilitate the City's Return-to-Work Program for occupational injuries and illnesses with employees as well as departments

MAJOR BUDGET IMPACTS

- Decrease in M & O primarily due to change in 3rd party administrator
- Decrease in internal service charges, primarily general liability insurance charges
- Increase in allocations in, primarily from Risk and City Attorney departments
- Currently fund balance is less than the actuary recommended levels. Due to budgetary constraints, this department was unable to add to fund balance. However, a plan to increase this departments fund balance is included within the multi-year financial plan.
- \$370,000 increase in charges to the General Fund

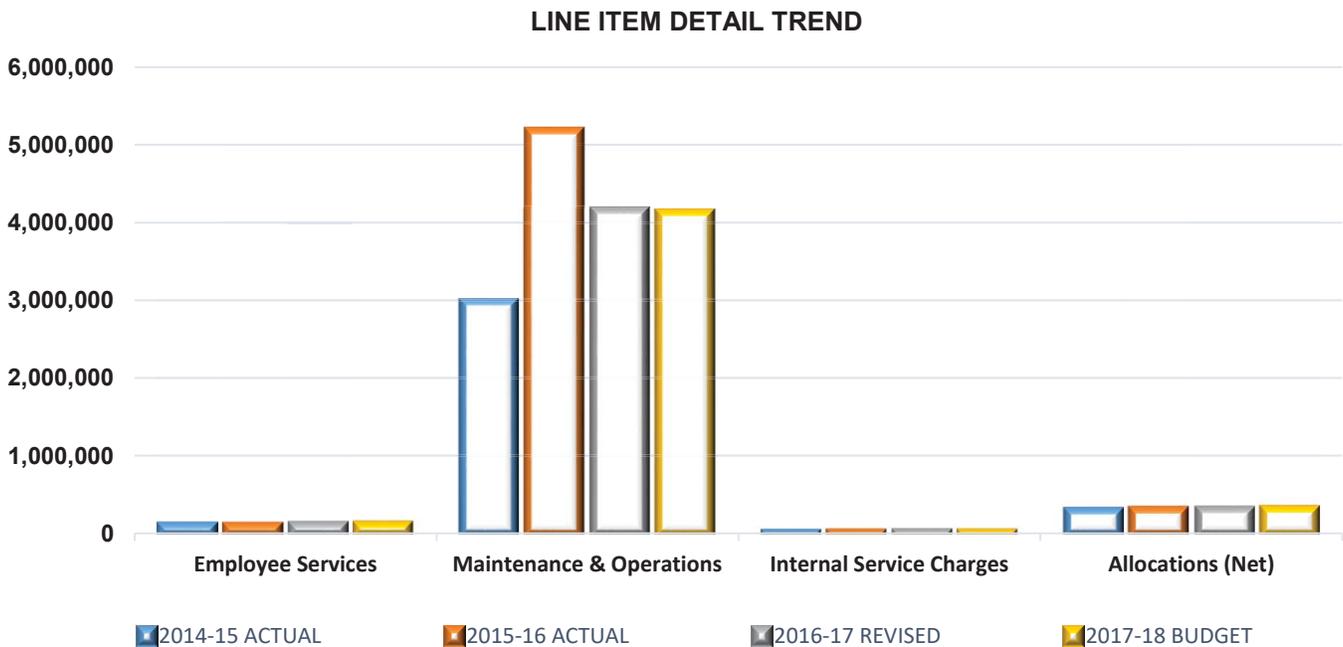
**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

WORKERS' COMPENSATION INSURANCE



BUDGET SUMMARY

	2014-15 Actual	2015-16 Actual	2016-17 Revised	2017-18 Budget
STAFFING:				
Regular Full-Time	1.0	1.0	1.0	1.0
BUDGET:				
Employee Services	108,645	104,745	117,220	118,235
Maintenance & Operations	2,966,767	5,176,615	4,149,650	4,119,650
Internal Service Charges	13,905	18,055	21,535	18,300
Allocations (Net)	295,200	308,700	313,620	319,890
Total Budget	<u>3,384,517</u>	<u>5,608,114</u>	<u>4,602,025</u>	<u>4,576,075</u>



CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Line Item Detail

		<u>2014-15</u> <u>ACTUAL</u>	<u>2015-16</u> <u>ACTUAL</u>	<u>2016-17</u> <u>REVISED</u>	<u>2017-18</u> <u>BUDGET</u>
690-721 WORKERS' COMPENSATION INSURANCE					
5001	REGULAR FULL-TIME	68,872	64,208	72,400	72,400
5025	OTHER EMPLOYEE OVERHEAD	9,362	2,267	2,460	2,380
5026	PERS-NORMAL COST	14,345	18,455	22,300	7,380
5029	PERS-UNFUNDED LIABILITY	0	0	0	16,000
5027	MEDICAL	11,764	15,289	15,530	15,575
5028	WORKERS' COMPENSATION	425	506	435	405
5030	FLEXIBLE BENEFITS	3,877	4,019	4,095	4,095
TOTAL, EMPLOYEE SERVICES		108,645	104,745	117,220	118,235
5101	OFFICE/OPERATING SUPPLIES	4,069	2,081	750	750
5129	BENEFITS PAID	747,128	2,756,401	1,018,000	1,018,000
5130	MEDICAL SERVICES	1,190,690	1,354,449	1,800,000	1,800,000
5131	PROFESSIONAL SERVICES/CONTRACTS	434,636	315,925	395,000	365,000
5133	LEGAL COUNSEL	113,522	132,378	140,000	140,000
5160	TRAINING AND MEETINGS	4,042	2,610	3,500	3,500
5161	MILEAGE REIMBURSEMENT	123	111	500	500
5162	DUES AND SUBSCRIPTIONS	502	345	350	350
5167	ADVERTISING AND PRINTING	0	0	100	100
5169	OTHER INSURANCE	470,841	611,350	790,000	790,000
5173	OTHER TELEPHONE	1,213	965	1,450	1,450
TOTAL, M & O		2,966,767	5,176,615	4,149,650	4,119,650
5165	DUPLICATING	115	755	715	600
5172	TELECOMMUNICATIONS	250	255	335	325
5175	MAIL SERVICES	745	520	325	160
5178	OFFICE AUTOMATION	1,340	1,340	2,575	2,675
5183	INSURANCE	11,455	15,185	17,585	14,540
TOTAL, INTERNAL SERVICE CHARGES		13,905	18,055	21,535	18,300

**CITY OF ESCONDIDO
 FY 2017-18 Operating Budget
 Line Item Detail**

	<u>2014-15 ACTUAL</u>	<u>2015-16 ACTUAL</u>	<u>2016-17 REVISED</u>	<u>2017-18 BUDGET</u>
690-721 WORKERS' COMPENSATION INSURANCE				
SUBTOTAL, WORKERS' COMPENSATION INSURANCE	3,089,317	5,299,415	4,288,405	4,256,185
5901 ALLOCATED IN	295,200	308,700	313,620	319,890
TOTAL, WORKERS' COMPENSATION INSURANCE	3,384,517	5,608,114	4,602,025	4,576,075

**CITY OF ESCONDIDO
FY 2017-18 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	\$135,240
City Manager	15,135
City Attorney	8,115
City Clerk	8,285
City Treasurer	2,825
Finance	23,415
Human Resources	7,180
Information Systems	12,225
Recreation	36,430
Library	41,750
Older Adult Services/Senior Nutrition	6,345
Planning	16,235
Code Enforcement	29,335
Building	15,105
Engineering	83,795
Maintenance/Streets	236,385
Maintenance/Parks	66,080
Recycling and Waste Reduction	4,950
Police	730,905
Fire/Emergency Management	207,355
Non-Departmental	12,750
ASES	20,630
CDBG Administration	7,285
Landscape Maintenance District	3,100
Successor Agency-Housing	6,830
Successor Agency - Redevelopment	6,690
Mobilehome Park Management	615
HOME	445
Water/Canal/Lakes	398,925
Wastewater/Recycled Water/Environmental Programs	257,815
Internal Service Funds	156,775
TOTAL, Charges to Departments	2,558,950
Interest	11,060
Use of Available Fund Balance	515,430
TOTAL, Sources	3,085,440

Uses of Funds:

<u>Operating Budget</u>	
Maintenance and Operations	\$1,645,300
Allocations	1,440,140
TOTAL, Uses	3,085,440

CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary

GENERAL LIABILITY INSURANCE



DESCRIPTION

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 the California State Association of Counties – Excess Insurance Authority (CSAC-EIA). The excess liability coverage provides coverage for third party claims for bodily and personal injury, property damage, public officials 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
- Continue to maintain the General Liability fund balance at the actuarially recommended funding level

MAJOR BUDGET IMPACTS

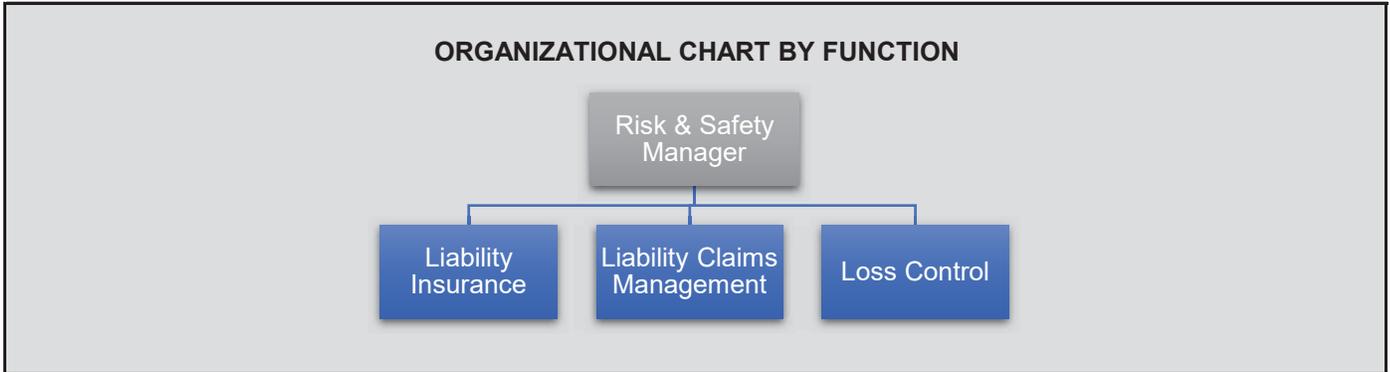
- Decrease in insurance premiums

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

- Increase in allocations in, primarily from the Risk and City Attorney departments
- \$515,000 use of available fund balance
- \$366,000 decrease in charges to the General Fund

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

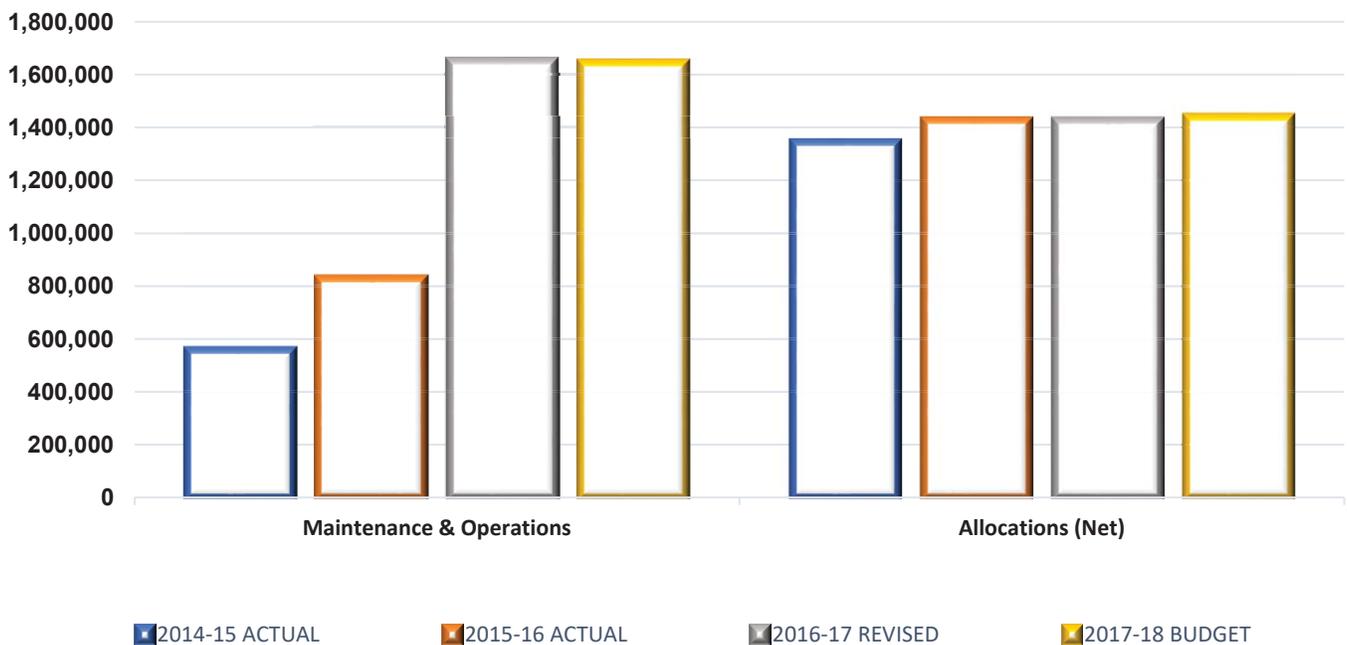
GENERAL LIABILITY INSURANCE



BUDGET SUMMARY

	2014-15 Actual	2015-16 Actual	2016-17 Revised	2017-18 Budget
BUDGET:				
Maintenance & Operations	558,377	826,761	1,651,370	1,645,300
Allocations (Net)	<u>1,342,935</u>	<u>1,425,850</u>	<u>1,424,710</u>	<u>1,440,140</u>
Total Budget	<u>1,901,312</u>	<u>2,252,611</u>	<u>3,076,080</u>	<u>3,085,440</u>

LINE ITEM DETAIL TREND



CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Line Item Detail

	<u>2014-15</u> <u>ACTUAL</u>	<u>2015-16</u> <u>ACTUAL</u>	<u>2016-17</u> <u>REVISED</u>	<u>2017-18</u> <u>BUDGET</u>
691-722 GENERAL LIABILITY INSURANCE				
5103 TRIAL SUPPLIES	0	0	1,500	1,500
5131 PROFESSIONAL SERVICES/CONTRACTS	85,250	78,114	123,600	123,600
5133 LEGAL COUNSEL	298,057	336,736	200,000	200,000
5134 INVESTIGATIONS	2,128	5,927	5,000	5,000
5135 RESEARCH	3,999	6,160	9,000	9,000
5140 EXPERT WITNESS	12,640	22,805	100,000	100,000
5142 DEPOSITIONS	13,890	26,050	40,000	40,000
5143 COURIER SERVICES	1,393	7,968	5,000	5,000
5147 COURT FEES	3,680	927	5,000	5,000
5149 PREVENTION	2,106	2,166	15,000	15,000
5151 LIABILITY CLAIMS EXPENSES	(774,844)	(422,015)	100,000	100,000
5153 SETTLEMENTS	187,043	207,956	200,000	200,000
5154 JUDGMENTS	524	770	50,000	50,000
5160 TRAINING AND MEETINGS	511	(13,192)	4,000	4,000
5162 DUES & SUBSCRIPTIONS	0	75	0	0
5166 OTHER DUPLICATING	8,438	14,575	8,000	8,000
5169 OTHER INSURANCE	713,565	551,738	785,270	779,200
TOTAL, M & O	558,377	826,761	1,651,370	1,645,300
SUBTOTAL, GENERAL LIABILITY INSURANCE	558,377	826,761	1,651,370	1,645,300
5901 ALLOCATED IN	1,342,935	1,425,850	1,424,710	1,440,140
TOTAL, GENERAL LIABILITY INSURANCE	1,901,312	2,252,611	3,076,080	3,085,440



CITY OF ESCONDIDO
FY 2017-18 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	\$468,050
Employee Contributions	831,280
Retiree Premiums	900,000
COBRA Premiums	85,000
City Paid Premiums	<u>8,527,520</u>
TOTAL, Charges to Departments and Premiums	<u>10,811,850</u>
Insurance Rebate	38,000
Interest	1,000
Other Revenue	4,000
Use of Available Fund Balance	<u>130,080</u>
TOTAL, Sources	<u><u>10,984,930</u></u>

Uses of Funds:

<u>Operating Budget</u>	
Employee Services	\$315,265
Maintenance and Operations	10,546,075
Internal Service Charges	46,570
Allocations	<u>77,020</u>
TOTAL, Uses	<u><u>\$10,984,930</u></u>

CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary

BENEFITS ADMINISTRATION



DESCRIPTION

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.

The following benefit programs are available to eligible employees: health, dental and vision coverage; group life (including accidental death & dismemberment) insurance; voluntary

supplemental life insurance; accident, cancer and critical care insurance; flexible benefit plan; employee assistance program; deferred compensation and CalPERS retirement.

Benefits Administration services include, but not limited to:

- Ensures all programs meet employees' needs and comply with legal requirements
- Act as liaison between benefit providers and employees
- Conduct benefit related seminars, lunch and learns and annual Health and Wellness Expo
- Perform annual open enrollment, which allows employees to change, add or remove coverage

The Benefits Division along with a committee coordinates the City's Wellness Program, "Every Choice Matters". The mission of this initiative is to promote and encourage a culture of wellness. By keeping our workforce healthy, we reduce absenteeism and reduce health care costs.

Benefits Administration funding is provided through charges to departments and employee contributions.

Did you know?

- As of part of escalating medical costs, Kaiser's monthly premium has more than doubled in the past ten years
- The average age of City members covered by Kaiser has stayed consistent at 32 years old for the last ten years, which includes spouses and children

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

Future Challenge – This department will be faced with the unknown of what health care system and mandates the new presidential administration will replace the Patient Protection and Affordable Care Act (Obamacare) with in the coming months or years.

DEPARTMENT PRIORITIES

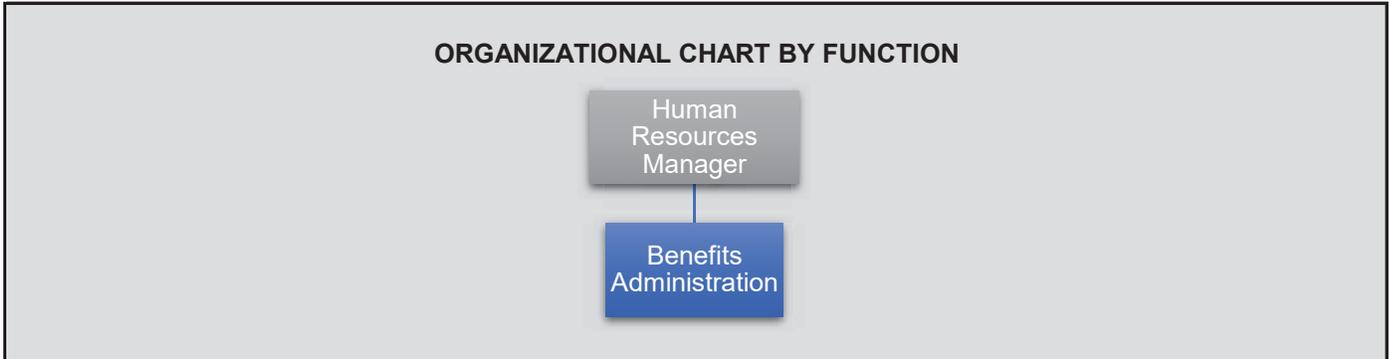
- Provide day-to-day customer service assistance to all employees and retirees as it relates to their respective benefit plans
- Provide employee communication materials and coordinate open enrollment, health fairs, retirement, deferred compensation and other relevant employee meetings
- Provide administration for several employee benefit plans and programs
- Assist employees with all aspects of medical leaves of absence, family leave requests and coordinate the return to work
- Ensure the City is compliant with all applicable State or Federal laws that are implemented and process all contract amendments for CalPERS and/or PARS Plans
- Provide analysis, research and recommendations of various employee benefit programs and serve on the City's Health Insurance Committee

MAJOR BUDGET IMPACTS

- Increase in employee services primarily due to the addition of one full-time Human Resources Technician position
- Increase to M & O is primarily due to increase in Kasier premium and negotiated tuition increase for the Fire union group
- Decrease in internal service charges, primarily duplicating, mail services and general liability insurance charges
- Decrease in allocations in from Human Resources due to reorganization of the Benefits Administration and Human Resources departments
- \$130,000 use of available fund balance
- \$25,000 increase in the charges to the General Fund

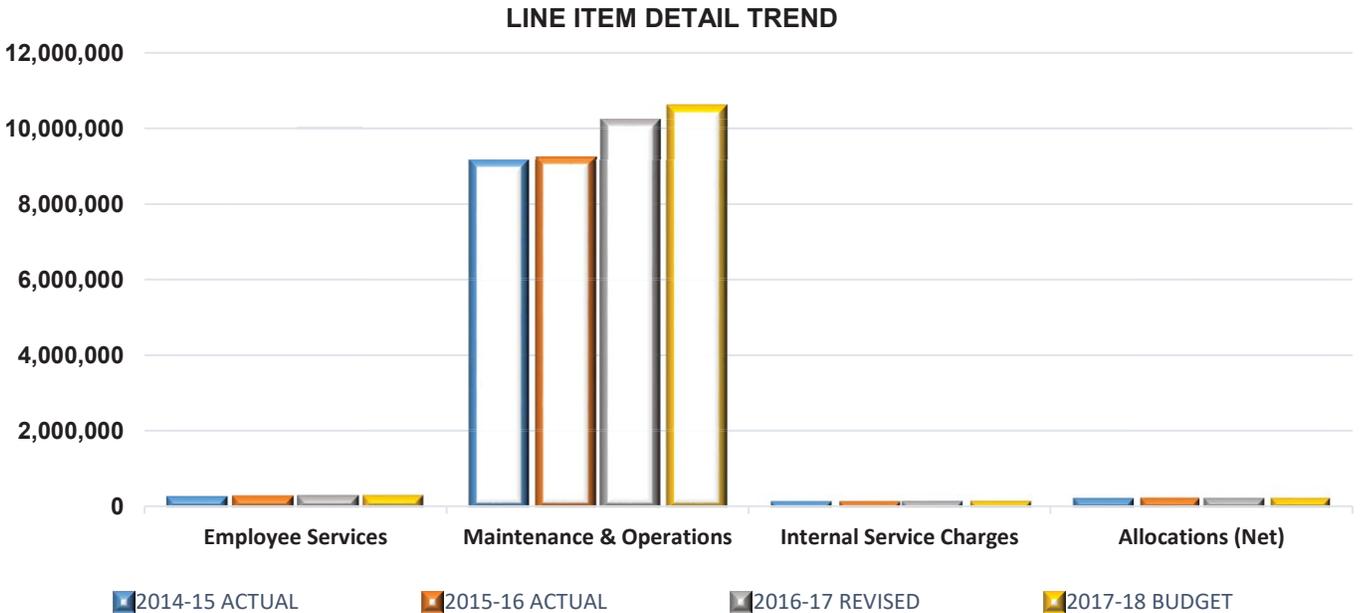
**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

BENEFITS ADMINISTRATION



BUDGET SUMMARY

	2014-15 Actual	2015-16 Actual	2016-17 Revised	2017-18 Budget
STAFFING:				
Regular Full-Time	2.0	2.0	2.0	3.0
Temporary Part-Time (FTE)	0.0	0.0	0.4	0.4
Department Total	<u>2.0</u>	<u>2.0</u>	<u>2.4</u>	<u>3.4</u>
BUDGET:				
Employee Services	180,061	203,456	218,260	315,265
Maintenance & Operations	9,046,915	9,137,315	10,137,405	10,546,075
Internal Service Charges	49,705	51,185	59,750	46,570
Allocations (Net)	129,210	136,370	140,790	77,020
Total Budget	<u>9,405,891</u>	<u>9,528,327</u>	<u>10,556,205</u>	<u>10,984,930</u>



**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Line Item Detail**

		<u>2014-15 ACTUAL</u>	<u>2015-16 ACTUAL</u>	<u>2016-17 REVISED</u>	<u>2017-18 BUDGET</u>
692-723	BENEFITS ADMINISTRATION				
5001	REGULAR FULL-TIME	120,733	135,498	137,495	203,765
5004	TEMPORARY PART-TIME	0	0	8,000	8,000
5025	OTHER EMPLOYEE OVERHEAD	15,277	5,721	5,750	7,920
5026	PERS-NORMAL COST	25,401	38,621	42,350	20,765
5029	PERS-UNFUNDED LIABILITY	0	0	0	30,390
5027	MEDICAL	10,894	15,051	15,530	31,150
5028	WORKERS' COMPENSATION	753	1,060	1,235	1,525
5030	FLEXIBLE BENEFITS	7,003	7,504	7,900	11,750
	TOTAL, EMPLOYEE SERVICES	180,061	203,456	218,260	315,265
5101	OFFICE/OPERATING SUPPLIES	1,039	1,610	1,200	1,200
5131	PROFESSIONAL SERVICES/CONTRACTS	80,340	69,497	109,500	109,500
5160	TRAINING & MEETINGS	1,125	206	3,000	3,000
5161	MILEAGE REIMBURSEMENT	18	162	100	100
5162	DUES AND SUBSCRIPTIONS	2,190	2,000	1,975	1,975
5169	OTHER INSURANCE	8,940,493	9,039,734	9,970,130	10,343,800
5184	TUITION	0	1,967	23,500	58,500
5193	SOFTWARE	21,710	22,140	25,675	25,675
5194	MINOR OFFICE EQUIPMENT	0	0	2,325	2,325
	TOTAL, M & O	9,046,915	9,137,315	10,137,405	10,546,075
5165	DUPLICATING	5,895	5,370	7,305	4,110
5172	TELECOMMUNICATIONS	760	755	985	970
5175	MAIL SERVICES	8,360	2,915	9,105	5,660
5178	OFFICE AUTOMATION	5,345	2,685	2,575	2,675
5183	INSURANCE	29,345	39,460	39,780	33,155
	TOTAL, INTERNAL SERVICE CHARGES	49,705	51,185	59,750	46,570

**CITY OF ESCONDIDO
 FY 2017-18 Operating Budget
 Line Item Detail**

	<u>2014-15 ACTUAL</u>	<u>2015-16 ACTUAL</u>	<u>2016-17 REVISED</u>	<u>2017-18 BUDGET</u>
692-723 BENEFITS ADMINISTRATION				
SUBTOTAL, BENEFITS ADMINISTRATION	9,276,681	9,391,957	10,415,415	10,907,910
5901 ALLOCATED IN	129,210	136,370	140,790	77,020
TOTAL, BENEFITS ADMINISTRATION	9,405,891	9,528,327	10,556,205	10,984,930

**CITY OF ESCONDIDO
 FY 2017-18 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:

<u>Charges to Departments:</u>	
City Council	\$2,365
City Manager	6,265
City Attorney	3,500
City Clerk	3,920
City Treasurer	775
Finance	3,905
Human Resources	4,125
Risk Management	790
Information Systems	3,435
Recreation	21,045
Library	38,135
Older Adult Services/Senior Nutrition	6,925
Planning	8,870
Code Enforcement	2,465
Building	2,435
Engineering	55,690
Streets	5,895
Parks	8,900
Radio Communications	360
Recycling and Waste Reduction	395
Police	55,195
Fire	93,390
Non-Departmental	490
ASES	1,390
CDBG Administration	1,065
Successor Agency-Housing/HOME/Mobilehome Park Management	2,870
Water/Canal/Lakes	142,245
Wastewater	196,340
Environmental Programs	360
Internal Service Funds	7,560
TOTAL, Charges to Departments	681,100
Interest	3,400
Use of Available Fund Balance	2,635
TOTAL, Sources	\$687,135

Uses of Funds:

<u>Operating Budget</u>	
Maintenance and Operations	\$600,750
Allocations	86,385
TOTAL, Operating Uses	\$687,135

PROPERTY INSURANCE



DESCRIPTION

The Property 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 \$650,000,000. 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 the California State Association of Counties – Excess Insurance Authority (CSAC-EIA).

Risk Management staff is 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

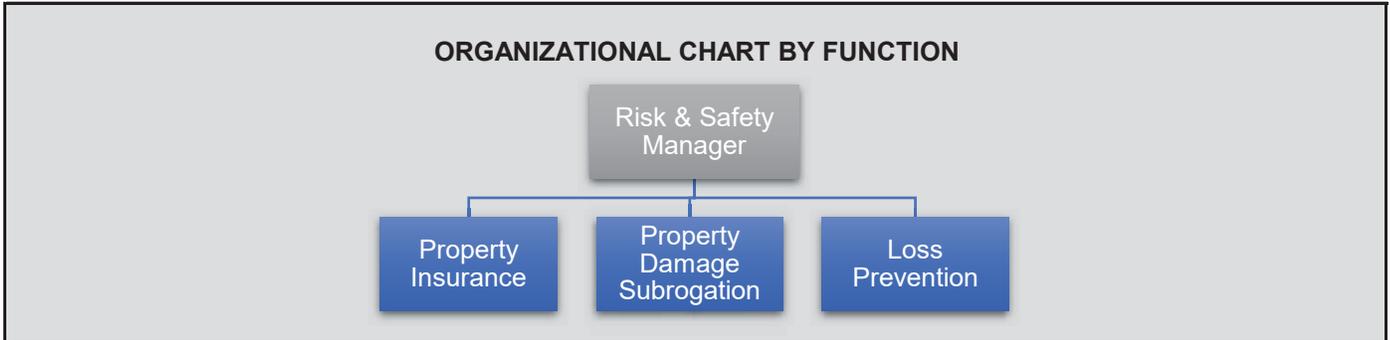
**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

MAJOR BUDGET IMPACTS

- Increase in allocations in from the Risk Department
- \$2,635 use of available fund balance
- \$24,000 decrease in charges to the General Fund

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

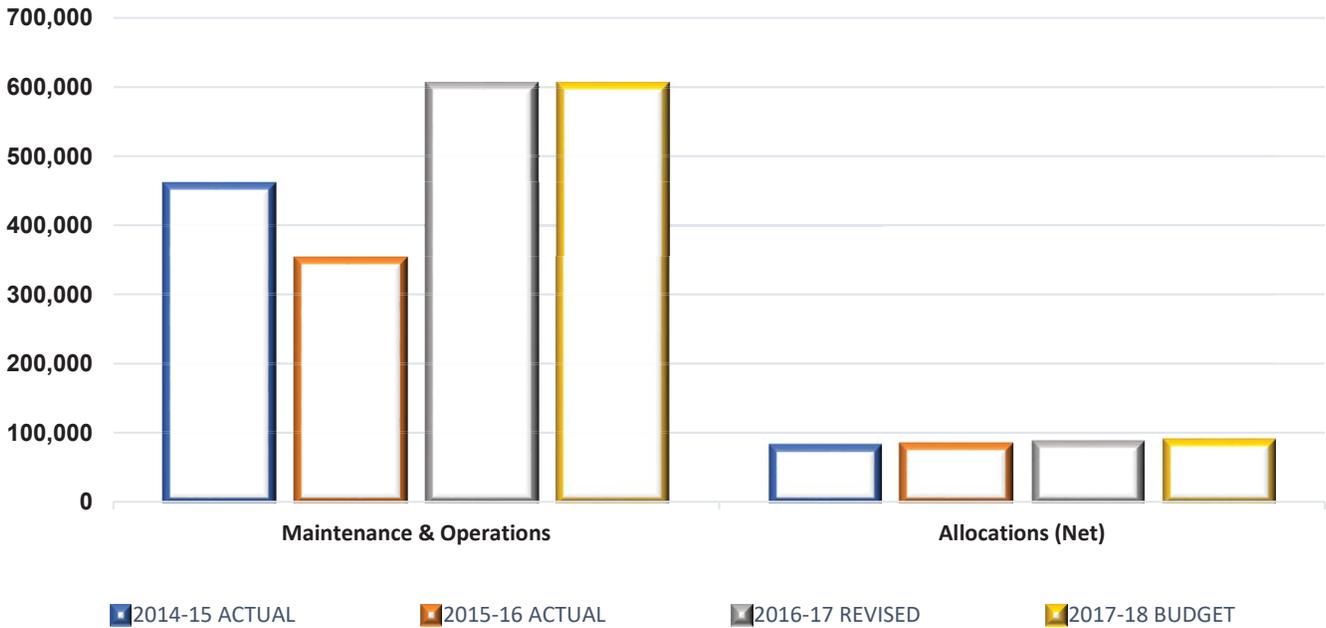
PROPERTY INSURANCE



BUDGET SUMMARY

	2014-15 Actual	2015-16 Actual	2016-17 Revised	2017-18 Budget
BUDGET:				
Maintenance & Operations	456,016	348,621	600,750	600,750
Allocations (Net)	77,860	80,315	83,760	86,385
Total Budget	<u>533,876</u>	<u>428,936</u>	<u>684,510</u>	<u>687,135</u>

LINE ITEM DETAIL TREND



**CITY OF ESCONDIDO
 FY 2017-18 Operating Budget
 Line Item Detail**

		<u>2014-15 ACTUAL</u>	<u>2015-16 ACTUAL</u>	<u>2016-17 REVISED</u>	<u>2017-18 BUDGET</u>
693-724	PROPERTY INSURANCE				
5120	VANDALISM REPAIRS	2,719	2,942	5,000	5,000
5131	PROFESSIONAL SERVICES/CONTRACTS	0	0	5,000	5,000
5152	PROPERTY SELF-RETENTION	0	0	10,000	10,000
5169	OTHER INSURANCE	453,297	345,679	580,750	580,750
	TOTAL, M & O	456,016	348,621	600,750	600,750
	SUBTOTAL, PROPERTY INSURANCE	456,016	348,621	600,750	600,750
5901	ALLOCATED IN	77,860	80,315	83,760	86,385
	TOTAL, PROPERTY INSURANCE	533,876	428,936	684,510	687,135



**CITY OF ESCONDIDO
FY 2017-18 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	\$423,280
Employee Contributions	444,000
Use of Available Fund Balance	<u>27,720</u>
TOTAL, Sources	<u><u>\$895,000</u></u>

Uses of Funds:

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

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

DENTAL INSURANCE



DESCRIPTION

Dental Insurance is administered by the Benefits Administration department.

Dental Insurance funding is provided through charges to departments and employee contributions.

Did you know?

- Dental PPO has had no increase in rates for 7 years. The dental DMO plan has increased 12.5% in that same timeframe.

DEPARTMENT PRIORITIES

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

MAJOR BUDGET IMPACTS

- Use of \$28,000 in available fund balance
- \$9,000 increase in charges to the General Fund

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

DENTAL INSURANCE

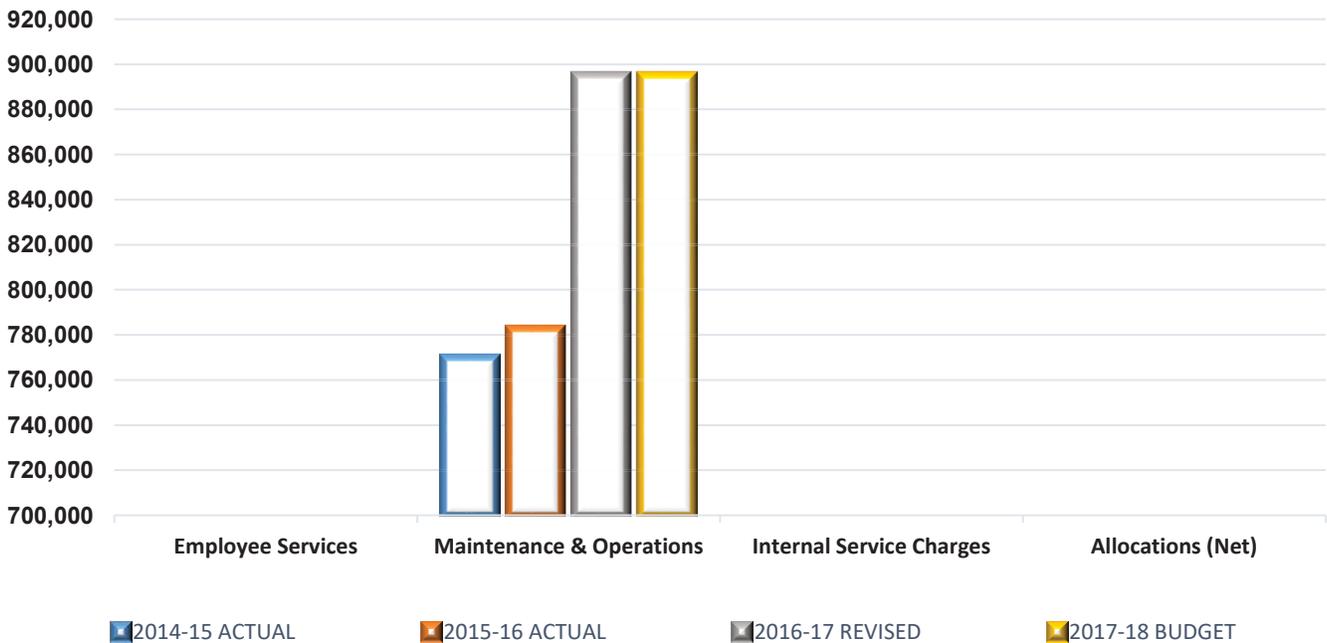
ORGANIZATIONAL CHART BY FUNCTION



BUDGET SUMMARY

	2014-15 Actual	2015-16 Actual	2016-17 Revised	2017-18 Budget
BUDGET:				
Maintenance & Operations	769,714	782,487	895,000	895,000

LINE ITEM DETAIL TREND



**CITY OF ESCONDIDO
 FY 2017-18 Operating Budget
 Line Item Detail**

	<u>2014-15 ACTUAL</u>	<u>2015-16 ACTUAL</u>	<u>2016-17 REVISED</u>	<u>2017-18 BUDGET</u>
694-725 DENTAL INSURANCE				
5131 PROFESSIONAL SERVICES/CONTRACTS	59,647	66,312	95,000	95,000
5151 CLAIMS PAYMENTS	662,773	664,617	740,000	740,000
5169 OTHER INSURANCE	47,294	51,558	60,000	60,000
TOTAL, M & O	769,714	782,487	895,000	895,000
TOTAL, DENTAL INSURANCE	769,714	782,487	895,000	895,000

**CITY OF ESCONDIDO
FY 2017-18 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	\$70,000
Use of Available Fund Balance	70,000
Total, Sources	<u><u>\$140,000</u></u>

Uses of Funds:

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

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

UNEMPLOYMENT INSURANCE



DESCRIPTION

The Unemployment Insurance Fund accounts for administration of the City's unemployment claims. Funding is provided through charges to departments.

DEPARTMENT PRIORITIES

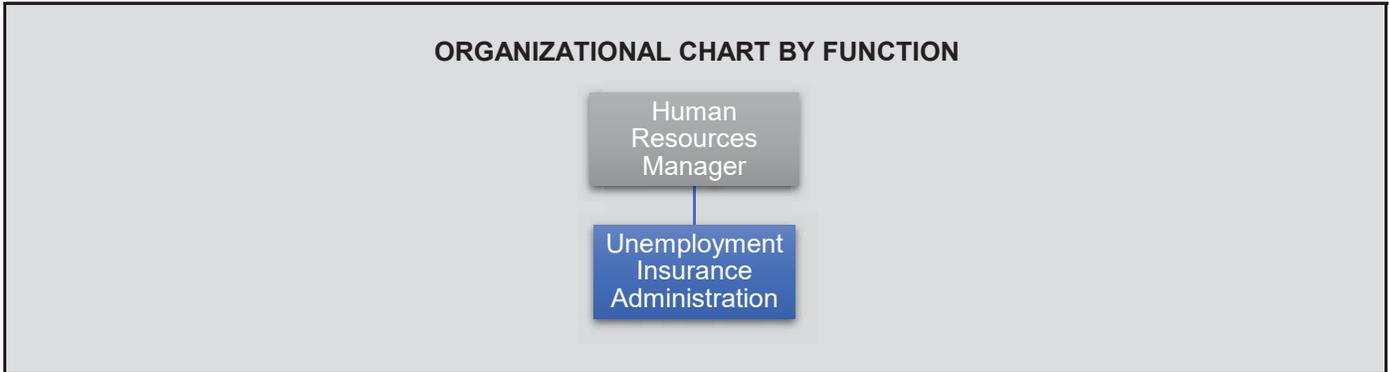
- To maintain a sufficient unemployment insurance fund balance in order to pay liability claims
 - To monitor all liability claims and protest any claims to EDD that the City determines are not appropriate
-
- To monitor legislative changes that would impact the unemployment insurance fund and determine any remedial action
 - To evaluate any upcoming impacts to the unemployment insurance fund, such as layoffs and the Patient Protection and Affordable Care Act

MAJOR BUDGET IMPACTS

- Use of \$70,000 in available fund balance

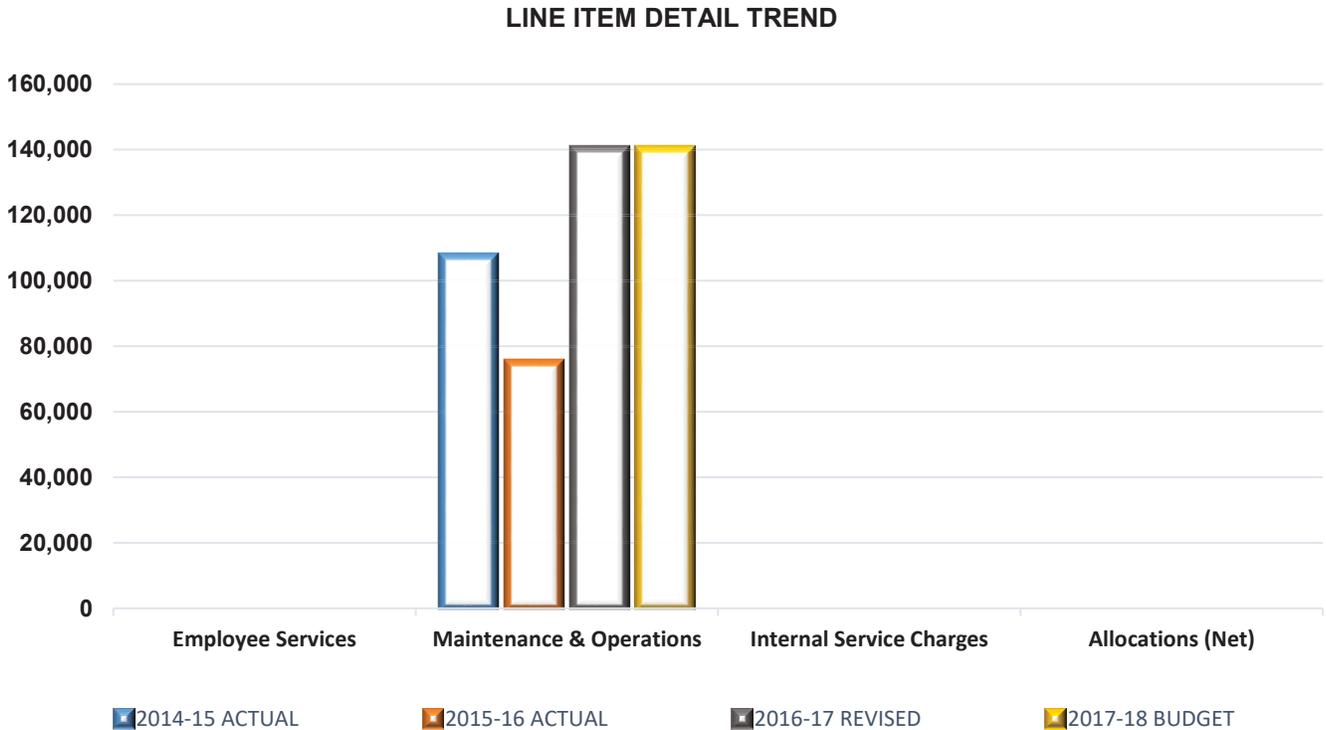
**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Department Summary**

UNEMPLOYMENT INSURANCE



BUDGET SUMMARY

BUDGET:	2014-15 Actual	2015-16 Actual	2016-17 Revised	2017-18 Budget
Maintenance & Operations	107,252	74,873	140,000	140,000



**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
Line Item Detail**

	<u>2014-15 ACTUAL</u>	<u>2015-16 ACTUAL</u>	<u>2016-17 REVISED</u>	<u>2017-18 BUDGET</u>
696-727 UNEMPLOYMENT INSURANCE				
5151 CLAIMS PAYMENTS	107,252	74,873	140,000	140,000
TOTAL, M & O	107,252	74,873	140,000	140,000
TOTAL, UNEMPLOYMENT INSURANCE	107,252	74,873	140,000	140,000

Appendix

**CITY OF ESCONDIDO
FY 2017-18 OPERATING BUDGET
BUDGET GLOSSARY**

Account Code - The classification of an expenditure, according to the type of items purchased or services obtained. For example, the cost of placing an advertisement in the paper is classified under the account code entitled "Advertising & Printing."

Allocation - An accounting procedure in which the cost of a service performed by one department is charged to the department receiving the service.

Appropriation - The legal authorization by a City Council to make expenditures and incur obligations for specific purposes. An appropriation is usually limited in the amount and the time in which it may be expended.

Assessed Valuation - A dollar value placed on real estate or other property as a basis for levying property taxes.

Budget - A financial plan that identifies total sources of revenues and specifies how they may be expended during a specific period of time.

Capital Improvement Program - An annual expenditure plan that outlines the funding for and timing of the construction of physical assets, such as parks, streets, water/sewer lines, and recreational facilities, over a fixed period of years.

Capital Outlay - A grouping of object codes that is based on durable items, such as office equipment and furnishings, with a value of \$5,000 or more.

Carryover - The use of prior year funds to cover obligations incurred in the prior year, but not disbursed until the current year.

Debt Service - The payment of interest and principal on borrowed funds, such as bonds.

Employee Services - A grouping of object codes based on the different forms of employee compensation, such as salaries of permanent and temporary staff, overtime pay, and benefits.

Encumbrance - An obligation, in the form of an order or contract, that will become payable when goods are delivered or services rendered.

Expenditure - An amount of money disbursed for a budgeted item which results in a decrease in net financial resources.

Fee - A charge levied for providing a service or permitting an activity.

Fiscal Year - The twelve-month period of time on which the budget is based. The City's fiscal year is July 1 through June 30.

Fund - A fiscal and accounting entity with a self-balancing set of accounts in which all resources and related liabilities and equities are recorded and segregated to carry out a specific operation or purpose.

Grant - A contribution by one governmental unit to another unit, usually in support of a specific facility or function

Line Item - A detailed description of a budgeted expenditure within an object code.

**CITY OF ESCONDIDO
FY 2017-18 OPERATING BUDGET
BUDGET GLOSSARY**

Maintenance & Operations (M&O) - A grouping of object codes based on nondurable supplies and services. Office supplies, building maintenance, printing, travel, rent, professional services and contracts, and telephone service are included in this category.

Revenue - Income generated by taxes, bonds, interest income, land rental, fines, fees, licenses, permits, and grants.

Taxes - Mandatory charges levied by a governmental unit for the purpose of financing services performed for the common benefit.

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
List of Acronyms**

ACRONYM	DESCRIPTION
A	
ASES	After School Education & Safety
C	
CAD	Computer Aided Dispatch
CCPI	California Consumer Price Index
CDBG	Community Development Block Grant
CDC	Community Development Commission
CEC	California Energy Commission
CEDS	Comprehensive Economic Development Strategy
CERT	Community Emergency Response Team
CIP	Capital Improvement Program/Project
COBRA	Consolidated Omnibus Budget Reconciliation Act
D	
DMO	Dental Maintenance Organization
E	
EDD	Employment Development Department
EMS	Emergency Management System/Emergency Medical Services
EOC	Emergency Operations Center
EVCC	East Valley Community Center
F	
FTE	Full-Time Equivalent
G	
GIS	Geographic Information Systems

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
List of Acronyms**

ACRONYM	DESCRIPTION
H	
HARRF	Hale Avenue Resource Recovery Facility
HRMS	Human Resources Management System
HVAC	Heating, Ventilation & Air Conditioning
L	
LMD	Landscape Maintenance District
M	
M & O	Maintenance & Operations
N	
NEAT	Neighborhood Enhancement Awareness & Training
P	
PARS	Public Agency Retirement Services
PCI	Payment Card Industry
PEG	Public, Educational and Government
PERS	Public Employees' Retirement System
POST	Peace Officer Standards and Training
R	
RCS	Regional Communications System
ROPS	Recognized Obligation Payment Schedule
RPTTF	Redevelopment Property Tax Trust Fund
S	
SANDAG	San Diego Association of Governments
SDG&E	San Diego Gas & Electric
SRF	State Revolving Fund

**CITY OF ESCONDIDO
FY 2017-18 Operating Budget
List of Acronyms**

ACRONYM	DESCRIPTION
V	
VID	Vista Irrigation District
VLF	Vehicle License Fee
VoIP	Voice Over Internet Protocol

**CITY OF ESCONDIDO
FY 2017-18 Budget
Statistical Profile**

Year of Incorporation.....	1888
Form of Government	Council/Manager
Population (January 2017)	151,492
Area in Square Miles (2016-17)	37.4
Miles of Streets (2016-17).....	363.6
Number of Developed Parks (includes 2 lakes) (as of June 2017).....	14
Fire Protection (2016):	
Average Responses/Day	42
Total Fire Responses	283
Total Emergency Medical Service Responses	12,520
Total All Other Calls.....	2,566
Police Protection (2016-17):	
Total Number of Arrests	5,533
Total Number of Traffic Citations.....	6,912
Total Accidents Recorded	986
Utilities (2016-17):	
Daily Average Sewage Treatment in Gallons	12,600,000
Number of Water Service Connections	26,694
Miles of Water Mains.....	430
Number of Fire Hydrants	3,650
Daily Average Water Consumption in Gallons.....	17,206,595
Education (as of June 2017):	
Total Number of Private Preschools	7
Total Number of Public Elementary Schools	18
Total Number of Private Elementary Schools.....	7
Total Number of Public Middle Schools.....	6
Total Number of Public High Schools.....	6
Total Number of Private High Schools.....	4
Total Number of Charter Schools	6
Library (2016-17):	
Library Materials Circulation	514,792
Library Actual Visits to Facility	411,323
Library Virtual Visits.....	316,982
Total Library Collection.....	166,853
Residential Building Permits Issued (2016-17):	
Single Family Dwellings.....	159
Multiple Family Dwellings	312
Business Licenses (active) - Escondido Only (2016-17):	9,812

RESOLUTION NO. 2017-75

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ESCONDIDO, CALIFORNIA, ADOPTING OPERATING BUDGETS FOR CERTAIN CITY DEPARTMENTS FOR FISCAL YEAR 2017-18 SUBJECT TO ANY AMENDMENT MADE PURSUANT TO COMPENSATION PLANS FOR THE CITY OF ESCONDIDO AND ESTABLISHING CONTROLS ON CHANGES IN APPROPRIATIONS TO VARIOUS FUNDS AND DEPARTMENTS

BE IT RESOLVED by the City Council of the City of Escondido, California, as follows:

SECTION 1. That the budgets for all City Departments for the period July 1, 2017, through June 30, 2018, inclusive, contained in the FY 2017-17 Operating Budget Document (a copy of which is on file in the Office of the City Clerk) as amended by Council, are adopted as the final budgets for the 2017-18 fiscal year, subject to any further amendments pursuant to approval of Compensation Plans for employees of the City of Escondido.

SECTION 2. That the amount designated as Department Total for each department and each fund in the budgets on file with the City Clerk, is hereby appropriated to the department or fund for which it is designated subject to adjustments for Compensation Plan approvals. Such appropriations as adjusted shall not be increased without approval of the City Council, except that transfers within funds, may be approved by the City Manager. All amounts designated as Employee Services, Maintenance and Operation, and Capital Outlay in each budget on file with the City Clerk, are hereby appropriated for such uses to the department or fund under which they are listed, subject

to any amendments made pursuant to approval of Compensation Plans for employees of the City of Escondido, and shall not be increased without approval of the City Manager.

SECTION 3. That the approval of the Operating Budget Document, including the Department Total expressed for each department, and any subsequent amendments shall include approval for all actions of the City acting as Successor Agency of the former Escondido Redevelopment Agency as expressed in said Operating Budget Document.

PASSED, ADOPTED AND APPROVED by the City Council of the City of Escondido at a regular meeting thereof this 14th day of June, 2017 by the following vote to wit:

AYES : Councilmembers: GALLO, MASSON, MORASCO, ABED

NOES : Councilmembers: DIAZ

ABSENT : Councilmembers: NONE

APPROVED:



SAM ABED, Mayor of the
City of Escondido, California

ATTEST:



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

RESOLUTION NO. 2017-75

RESOLUTION NO. 2017-76

A RESOLUTION OF THE CITY COUNCIL OF
THE CITY OF ESCONDIDO, CALIFORNIA,
ADOPTING AN ANNUAL APPROPRIATIONS
LIMIT FOR THE 2017-18 FISCAL YEAR AS
REQUIRED BY LAW

WHEREAS, Article XIII-B of the California State Constitution requires that the City of Escondido calculate an appropriations limit for each fiscal year, commonly known as the "Gann Limit;" and

WHEREAS, the Gann Limit is based on a combination of a population factor and an inflation factor as outlined on Exhibit "B," which is attached to this resolution and incorporated by this reference; and

WHEREAS, the City Council desires at this time and deems it to be in the best public interest to adopt an annual Gann Limit for Fiscal Year 2017-18 as listed on Exhibit "A," which is attached to this resolution and incorporated by this reference.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Escondido, California, as follows:

1. That the above recitations are true.
2. That the City Council adopts the calculation of the annual Gann Limit for the Fiscal Year 2017-18. The Gann Limit is adopted on a provisional basis as the limit may need to be adjusted when current assessment data are available. The 2016-17 Gann Limit Calculation, which is attached to this resolution and incorporated by this reference, is finalized as shown on Exhibit "B."

PASSED, ADOPTED AND APPROVED by the City Council of the City of Escondido at a regular meeting thereof this 14th day of June, 2017 by the following vote to wit:

AYES : Councilmembers: DIAZ, GALLO, MASSON, MORASCO, ABED
NOES : Councilmembers: NONE
ABSENT : Councilmembers: NONE

APPROVED:



SAM ABED, Mayor of the
City of Escondido, California

ATTEST:



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

RESOLUTION NO. 2017-76

