

CITY OF ESCONDIDO

CALIFORNIA

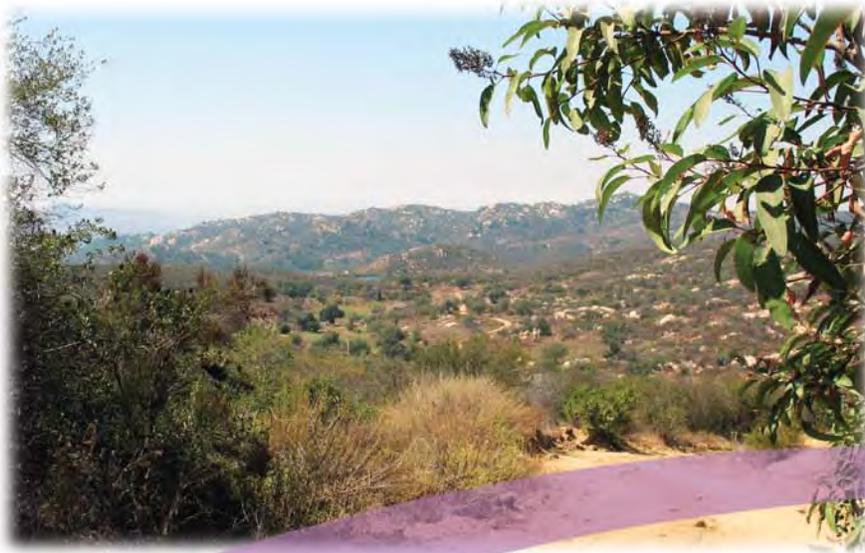


ANNUAL OPERATING BUDGET
FISCAL YEARS 2012/13 & 2013/14



CITY OF ESCONDIDO • CALIFORNIA

Annual Operating Budget



Fiscal Years
2012/13 & 2013/14

MAYOR
Sam Abed

CITY COUNCIL
Marie Waldron, Deputy Mayor
Olga Diaz
Ed Gallo
Michael Morasco

CITY MANAGER
Clay Phillips

ASSISTANT CITY MANAGER
Charles Grimm

Prepared by the Finance Department

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
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**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Guide to the Budget Document**

The first section of this document is the City Manager's Budget Message, which summarizes the fiscal condition of the City and the major initiatives planned for the upcoming year.

Following the message is the summary chart section. This section provides trend analysis and detail on operating revenues and expenditures.

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

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

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Budget Preparation Process**

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

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

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

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

This year, budget information was brought to the full Council and discussion began on March 28th. There were 2 budget Council meetings subsequently and the topics were:

- March 28th – This was the budget “Kick Off” meeting. A draft of the proposed fiscal year 2012/13 General Fund Operating budget was presented. It was a balanced budget with a small surplus and included \$1.2 million in increases to department budgets. Staff requested direction regarding budget subject matter to be discussed at future budget meetings.
- April 25th – Reserve balances were provided. Restoring concessions and making the library whole was discussed.
- June 13th – A summary of what is reflected within the budget document was provided. The two year operating budget was adopted. Fiscal year 2013/14 will be updated during next year's budget process.

Budget Message





CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Budget Message from the City Manager

Honorable Mayor and City Council:

During the last several years, the City has been faced with significant economic challenges. However, as a result of the City Council's prudent fiscal policies, as well as a recovering economy, the fiscal year 2012-13 General Fund operating budget has been balanced without relying on the use of reserves for the second year in a row. Although the City still faces some challenges due to a fluctuating economy, there are certainly signs that it is proceeding in the right direction.

Private investment in Escondido continues to be strong as demonstrated by the \$55 million renovation of Westfield Shoppingtown North County, construction of a Wal Mart on East Valley Parkway, the new Lexus and CarMax automobile dealerships and the completion of Latitude 33, a luxury apartment complex built within walking distance of downtown. The opening of the new regional Palomar Medical Center will significantly influence the local economy as well as the quality of life in Escondido. The recently completed Maple Street pedestrian plaza which, combined with several new downtown restaurants, will energize the entire downtown area. These signs of private economic growth are especially important to the City since the State of California dissolved our Redevelopment Agency. The City is in the process of working through this dissolution and our immediate concern is the significant loan payable from the Agency to the City. On a broader scale the dissolution has limited the City's ability to help assist economic growth.

As I see the hardships that many California cities still are facing, including the threat of bankruptcy, I think it is important to recognize the teamwork that the City Council, management staff and employees displayed during the economic recession. The City Council's "live within your means" policy, coupled with management's commitment to cut costs and a workforce willing to face economic realities and make concessions has helped restore financial stability to the City's budget.

As we come out of the recession we have emergency reserves in place and are looking towards reinstating some of the labor concessions based on affordability. We also recognize the future challenges of a growing demand for services and controlling pension and health care costs.

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

Respectfully submitted,

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

Clay Phillips
City Manager



City of Escondido
FY 2012-13 Operating Budget
City Profile

The City of Escondido is an established community with a population of 146,064 located in north San Diego County, approximately 30 miles north of the City of San Diego, California. Within the 37 square miles that comprise the city, there are many residential communities; the largest enclosed regional mall in San Diego County; a regional hospital; an auto center; various office, industrial, and commercial centers; a cultural center complex including a performing arts theater, a community theater, a museum and a conference center; and multiple parks and recreational facilities.

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

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



**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Budget Summary**

FISCAL YEAR 2012-13 OPERATING BUDGET:

The fiscal year 2012-13 operating budget for all funds totals \$170.9 million. The General Fund budget totals \$76 million, enterprise funds total \$69.2 million and the remaining funds total \$25.7 million. The detail for other funds begins on page 163.

GENERAL FUND

Available General Fund resources are anticipated to be \$78.6 million. Revenue is projected to be \$75.9 million with the balance of funding comprised of \$2.7 million in transfers from other funds.

Proposed obligations for FY 2012-13 are \$78.4 million. This consists of an operating budget of \$76 million and \$2.1 million in transfers to other operating funds. Also included are advance repayments. The Wastewater Fund advanced \$4.2 million to the General Fund in December, 2010 to go towards the purchase of property. This property was acquired in order to relocate the Community Services Divisions previously located at the Public Works Yard. Repayment of this advance began on June 30, 2011. The principal portion of the repayment amount due during fiscal year 2012-13 is \$210,000. The Public Facilities Fund advanced \$550,000 to the General Fund in January, 2012 to fund the reconstruction of Fire Station #4. Repayment of this advance began on June 30, 2012. The principal portion of the repayment amount due during fiscal year 2012-13 is \$110,000.

The General Fund operating budget for fiscal year 2011-12 did not rely on the use of reserves or significant one-time transfers in from other funds. The \$6.6 million gap that existed in the prior year was bridged. Once again, the operating budget is balanced without the use of reserves for fiscal year 2012-13. Furthermore, due to a recovering economy, this year's budget is showing a modest surplus of \$200,000.

The General Fund is balanced as follows:

Sources of Funds:

Estimated Revenue	\$ 75,861,500
Transfer from Gas Tax	2,055,000
Transfer from Ryan Trust	44,800
Transfer from Heygi Trust	2,000
Transfer from Cable Technology	11,000
Transfer from Daley Ranch Restoration	420,000
Transfer from Wastewater	25,000
Transfer from Center for the Arts	171,020
Total Sources	\$78,590,320

Uses of Funds:

General Fund Operating Budget	\$76,037,095
Transfer to Reidy Creek Debt Service	378,775
Transfer to Vehicle Parking District	39,215
Transfer to Center for the Arts	1,590,235
Transfer to Successor Agency-Housing Fund	25,000
Advance Payback to Wastewater-Principal	210,000
Advance Payback to Public Facilities Fund-Principal	110,000
Increase in Reserve Balance	200,000
Total Uses	\$78,590,320

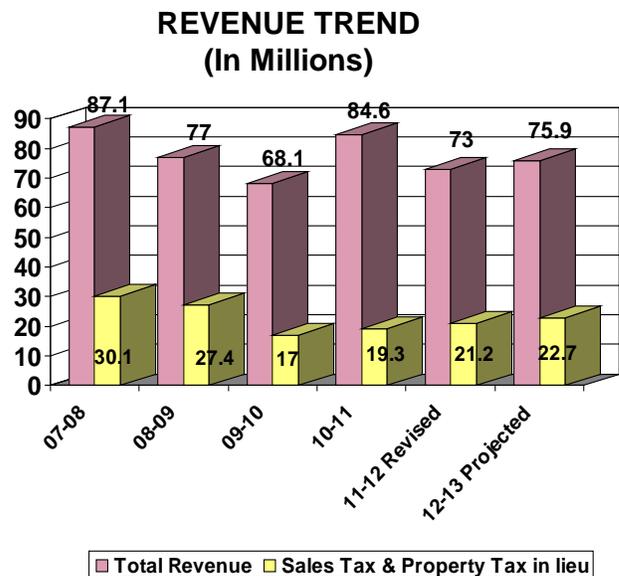
**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Budget Summary**

The proposed FY 2012-13 General Fund Operating Budget projects an increase to revenue of \$2.8 million or 3.9%. The General Fund revenue projection and prior year comparison is as follows:

	<u>2011-12 Revised</u>	<u>2012-13 Projected</u>	<u>% Change</u>
Sales Tax	\$21,198,000	\$22,681,000	7.0
Property Tax in lieu of Sales Tax	6,301,000	7,242,000	14.9
Property Tax	10,079,000	10,283,000	2.0
Property Tax in lieu of VLF	10,397,000	10,605,000	2.0
Other Taxes	9,611,000	9,792,000	1.9
Permits and Licenses	981,000	994,000	1.3
Fines and Forfeits	1,493,000	1,526,000	2.2
Intergovernmental	2,950,500	2,577,500	-12.6
Charges for Services	5,603,430	6,242,000	11.4
Interest Earnings	532,000	560,000	5.3
Other	<u>3,866,230</u>	<u>3,359,000</u>	<u>-13.1</u>
TOTAL	\$73,012,160	\$75,861,500	3.9

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

- Sales tax revenue continues to improve in Escondido and is projected to reach \$22.7 million in FY 2012-13. This growth has largely been driven by new and used auto sales. Auto sales are the City's largest economic segment making up 23% of total local sales tax. Auto sales have been strong in the City as individuals and businesses that had put off large purchases over the past three years are back in the market buying autos which is fueling this recovery. For the City, this is reflected in an increase in sales tax from auto sales over the past year of 24.4%. The City's next largest economic segment is service stations that are also showing growth due to increased gas prices. Overall, every economic segment in the City has experienced positive sales tax growth in FY 2011-12 and as a whole sales tax is up by 11%. Based on this information we are projecting sales tax revenue to increase by 7% in FY 2012-13.



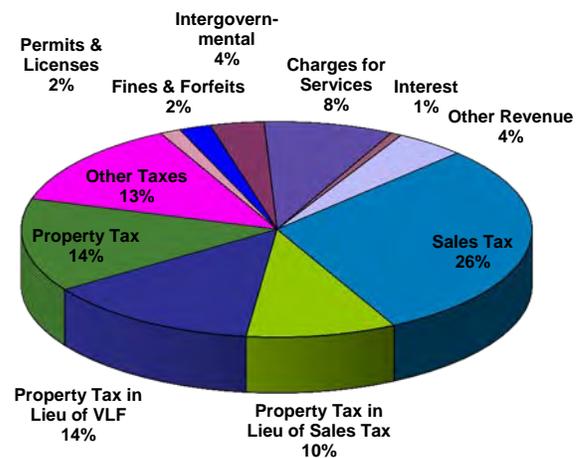
- Property tax in lieu of sales tax is projected to increase by 14.9% to reach \$7.2 million. Most of this increase is due to a true-up payment from the State for the City's prior year in lieu sales tax. Last year the State underestimated the

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Budget Summary**

City's sales tax growth when calculating the City's FY 2011-12 in lieu sales tax payment. We estimate this true up payment to be about \$651,000 which the State will include with the in lieu sales tax the City will receive in FY 2012-13.

- Property tax revenue and property tax in lieu of vehicle license fees (VLF) is projected to increase by about 2% to reach \$20.9 million. Year over year changes in property taxes are attributed to changes in ownership, new construction and the annual inflation adjustment not to exceed 2% per year. Under California law, a reduction in assessed value can occur when the current market value of the property falls below its base year value. These temporary reductions are subject to full restoration as market values improve.

REVENUE COMPOSITION



- Other tax revenue is projected to increase by about 2%. Other tax revenue is composed of transient occupancy tax, franchise fees, property transfer tax, transfer station fees and business licenses. The increase in this revenue is mainly due to the anticipated results of a business license tax discovery audit that is to take place in FY 2012-13.
- Permits and licenses are projected to increase by 1.3%. Permits and licenses consist of building, plumbing, electrical, mechanical and fire code permits as well as the tow license fee.
- Fines and forfeitures are projected to increase by about 2.2%. Fines are collected by the City for red light photo citations, vehicle code fines, parking ticket fines, other court fines, library fines, code enforcement citation and impound fees.
- Intergovernmental revenue is projected to decrease by 12.6%. Intergovernmental revenues includes vehicle license fees, Rincon fire services, state library grants, senior nutrition grants, POST reimbursement and state mandated cost reimbursements. This decrease in revenue is the result of the state eliminating vehicle license fees paid to cities and shifting this revenue to fund law enforcement grants.
- Charges for services are expected to increase by 11.4% to reach projected revenue of \$6.2 million. This increase is mainly the result of a transfer of the Recycling function to the General Fund. This means that recycling revenues and expenditures are now shown in the General Fund. Recycling revenue is projected to reach \$776,000 in FY 2012-13. Charges for services also includes false alarm fees, fingerprinting revenue, abandoned vehicle fees, alarm registration, library fees, senior center fees, paramedic fees, fire prevention inspection fees, and passport processing fees.

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Budget Summary**

- Other Revenue includes rent from City leased property, sale of City property, mobile home fees, reimbursement from outside agencies and other miscellaneous revenue. This revenue is projected to decrease by 13% due to increased vacancies of City owned property.

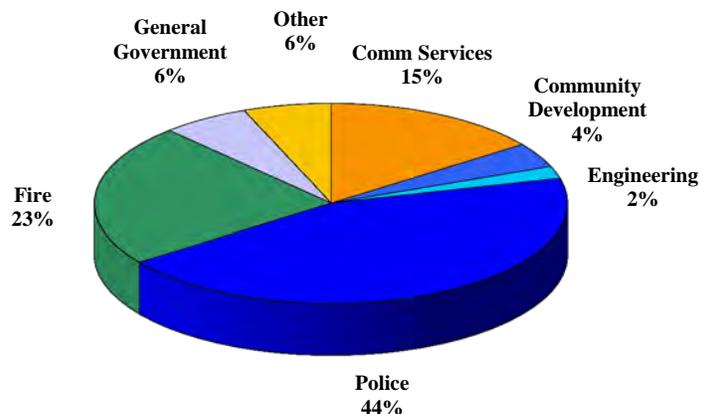
A comparison of the proposed 2012-13 General Fund Operating Budget with the prior year is shown below:

	<u>2011-12 Revised</u>	<u>2012-13 Projected</u>	<u>% Change</u>
General Government	\$ 4,534,980	\$ 4,548,860	0.3
Community Services	11,453,140	11,584,165	0.8
Community Development	2,845,245	3,018,605	6.1
Engineering	1,881,600	1,930,515	2.6
Recycling & Waste Reduction	648,110	679,130	4.8
Police	32,873,545	33,221,490	1.1
Fire	17,260,895	17,331,745	0.4
Non-Departmental	1,681,845	3,578,535	112.8
Funding to Outside Agencies	<u>144,050</u>	<u>144,050</u>	<u>0.0</u>
TOTAL	\$ 73,323,410	\$ 76,037,095	3.7

The following has been incorporated within the General Fund budget:

- Library operations were kept whole. There is a decrease in office automation internal service charges to the library as a result of a decrease in the number of library computer workstations.
- One Senior Code Enforcement Officer position was added.
- The Recycling Fund that was classified as a special revenue fund was moved into the General Fund.
- Requested increases to department budgets totaling \$1.2 million for operations are included.
- Funding for the reinstatement of some prior year labor concessions is included.

**2012-13 BUDGET
(% OF GENERAL FUND)**



**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Budget Summary**

- \$20,000 for Phase II of Prosperity on Purpose has been allotted.
- The Center for the Arts management fee was increased by \$240,000.
- The transfer in from the Daley Ranch Restoration Fund increased by \$390,000.

GANN LIMIT

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

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

<u>Year</u>	<u>Limit</u>	<u>Appropriations Subject to Limit</u>	<u>Appropriations Margin</u>
2010-11	\$426,289,048	\$52,666,833	\$373,622,215
2011-12	440,224,437	56,855,594	383,368,843
2012-13	460,976,617	60,004,590	400,972,027

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 2012-13, 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.

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Budget Summary**

CONCLUSION

For the second year in a row, the budget presented to the City Council has been balanced without the use of reserves based on the assumption that we will continue to experience economic growth in fiscal years 2012-13 and 2013-14. Staff will continue to monitor the economic conditions and report back to the City Council on an ongoing basis for further discussion and possible adjustments may be made.

Respectfully submitted,

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

GILBERT ROJAS
Director of Finance



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

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

The budgetary policy of the City is as follows:

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

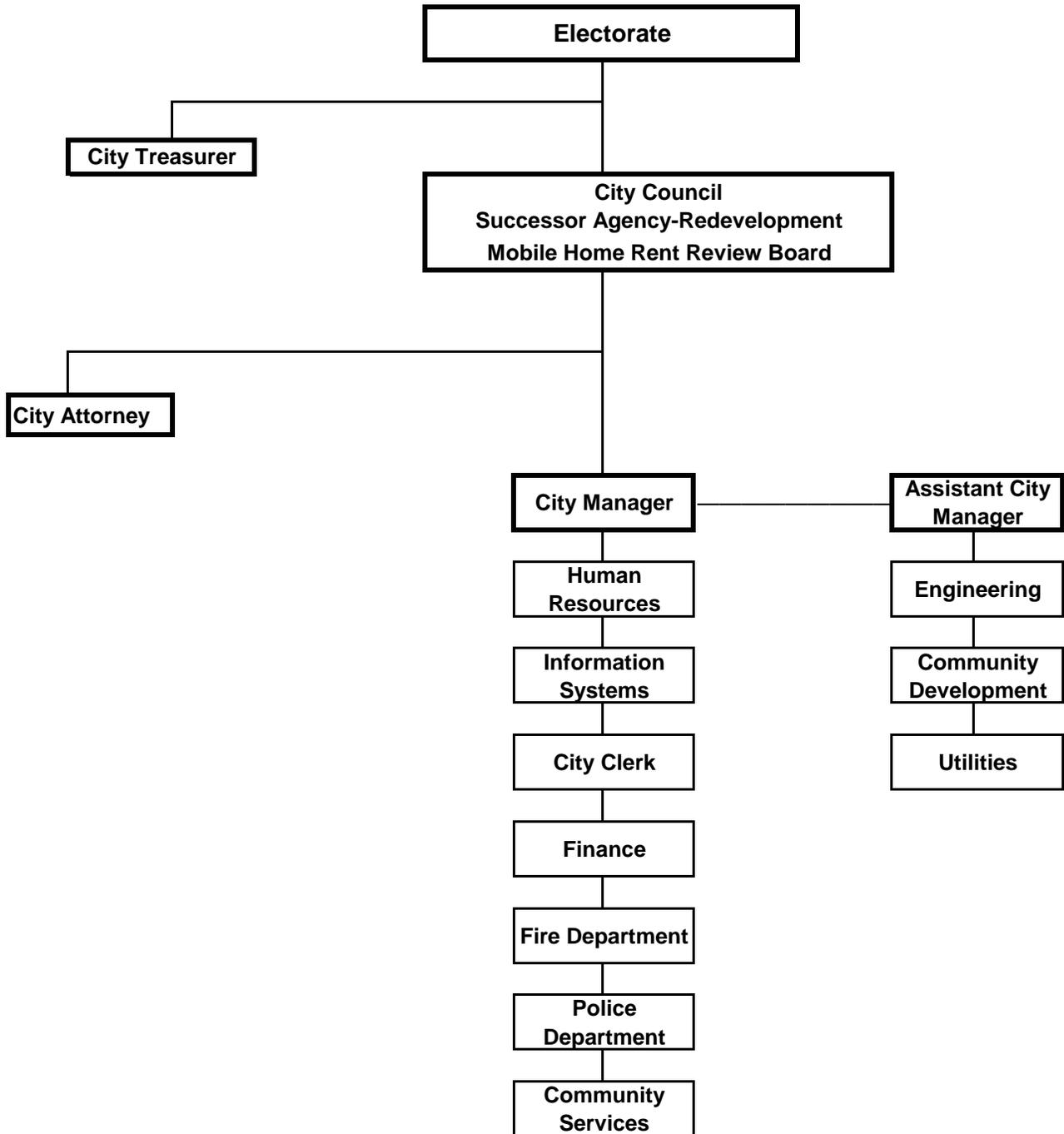
The officials that have direct responsibility for the financial administration of the City include the following: the City Treasurer, responsible for investing the City's portfolio and bond administration; the Director of Finance, responsible for the management and administration of the Finance Department;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



Summary Charts



CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Organization Chart

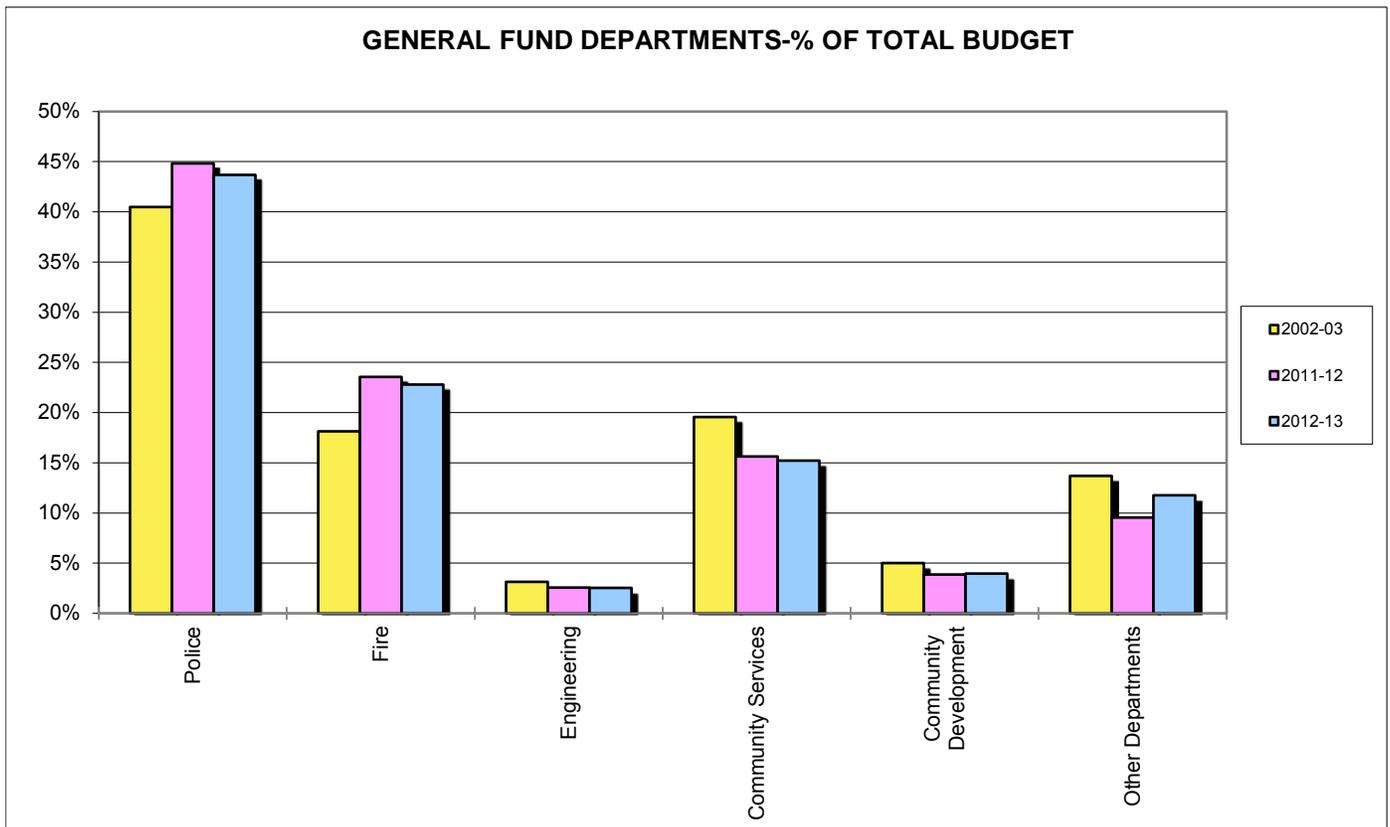


CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Expenditure Summary-All Funds

DEPARTMENT/FUND	2010-11 REVISED	2011-12 REVISED	2012-13 BUDGET	11-12 REV/ 12-13 BUDGET % Change
City Council	\$280,985	\$273,305	\$291,625	6.7
City Manager/Video Services	1,007,425	891,985	801,965	-10.1
City Attorney	205,560	158,270	156,420	-1.2
City Clerk	452,505	482,140	469,875	-2.5
City Treasurer	282,655	288,440	295,605	2.5
Finance	1,019,760	1,070,355	1,067,455	-0.3
Human Resources/Risk Mgmt	462,445	453,600	497,555	9.7
Information Systems	2,049,380	916,885	968,360	5.6
Community Services	11,763,320	11,453,140	11,584,165	1.1
Community Development	2,814,885	2,845,245	3,018,605	6.1
Engineering	1,828,815	1,881,600	1,930,515	2.6
Recycling & Waste Reduction	538,535	648,110	679,130	4.8
Police	32,244,035	32,873,545	33,221,490	1.1
Fire/Emergency Management	16,900,055	17,260,895	17,331,745	0.4
Nondepartmental	1,806,140	1,681,845	3,578,535	112.8
Community Relations/Grants	295,050	144,050	144,050	0.0
TOTAL, GENERAL FUND	73,951,550	73,323,410	76,037,095	3.7
Center for the Arts	1,593,630	1,159,630	1,590,235	37.1
Vehicle Parking District	76,470	79,080	77,495	-2.0
Community Services/Administration	445,210	329,270	367,755	11.7
Community Services/Recreation	3,440,985	3,373,865	3,623,150	7.4
Reidy Creek Golf Course	672,755	648,910	639,775	-1.4
CDBG Administration	364,345	297,070	242,985	-18.2
Landscape Maintenance Districts	816,255	845,115	870,830	3.0
Housing/Successor Agency-Housing	1,142,320	1,170,830	611,250	-47.8
Mobilehome Management	41,530	32,675	139,055	325.6
HOME (Federal)	104,510	102,785	63,205	-38.5
Successor Agency-Redevelopment	0	0	291,000	N/A
TOTAL, SPECIAL REVENUE FUNDS	8,698,010	8,039,230	8,516,735	5.9
DEBT SERVICE FUNDS	51,171,095	26,268,515	17,224,850	-34.4
Water/Canal/Lakes	43,254,545	45,210,820	46,449,790	2.7
Wastewater/Recycled Water/Stormwater	20,850,925	20,865,885	22,769,725	9.1
TOTAL, ENTERPRISE FUNDS	64,105,470	66,076,705	69,219,515	4.8
TOTAL, OPERATING FUNDS	197,926,125	173,707,860	170,998,195	-1.6
TOTAL, CAPITAL FUNDS	32,449,761	14,340,213	17,069,035	19.0
GRAND TOTAL, ALL FUNDS	\$230,375,886	\$188,048,073	\$188,067,230	0.0
INTERNAL SERVICE FUNDS (included in operating budgets)	\$28,406,255	\$27,571,955	\$28,656,625	3.9

CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Budget Comparison - General Fund
Fiscal Years 2002-03/2012-13

DEPARTMENT/FUND	2002-03 REVISED	2011-12 REVISED	2012-13 BUDGET	11-12 REV/ 12-13 BUDGET % Change	02-03 REV/ 12-13 BUDGET % Change
City Council	\$194,370	\$273,305	\$291,625	6.7	50.0
City Manager/Video Svcs	734,510	891,985	801,965	-10.1	9.2
City Attorney	231,165	158,270	156,420	-1.2	-32.3
City Clerk	408,310	482,140	469,875	-2.5	15.1
City Treasurer	208,980	288,440	295,605	2.5	41.5
Finance	1,093,840	1,070,355	1,067,455	-0.3	-2.4
Human Resources/Risk Mgt	640,190	453,600	497,555	9.7	-22.3
Information Systems	1,741,525	916,885	968,360	5.6	-44.4
Economic Development	427,855	0	0	0.0	-100.0
Community Services	12,533,400	11,453,140	11,584,165	1.1	-7.6
Community Development	3,217,580	2,845,245	3,018,605	6.1	-6.2
Engineering	2,008,230	1,881,600	1,930,515	2.6	-3.9
Recycling & Waste Reduction	370,285	648,110	679,130	4.8	83.4
Police	25,931,760	32,873,545	33,221,490	1.1	28.1
Fire/Emergency Mgt.	11,613,840	17,260,895	17,331,745	0.4	49.2
Nondepartmental	445,895	1,681,845	3,578,535	112.8	702.6
Comm. Relations/Grants	2,274,685	144,050	144,050	0.0	-93.7
TOTAL, GENERAL FUND	\$64,076,420	\$73,323,410	\$76,037,095	3.7	18.7

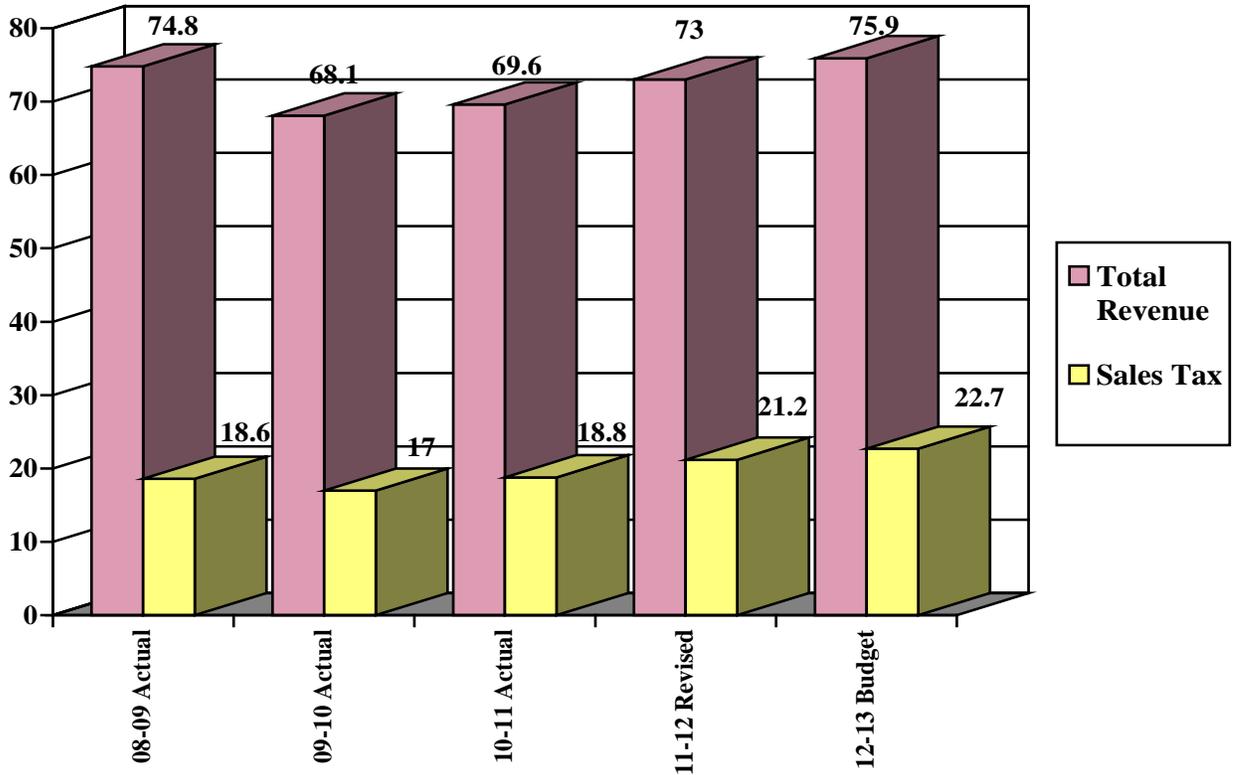


CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Revenue Comparison-General Fund

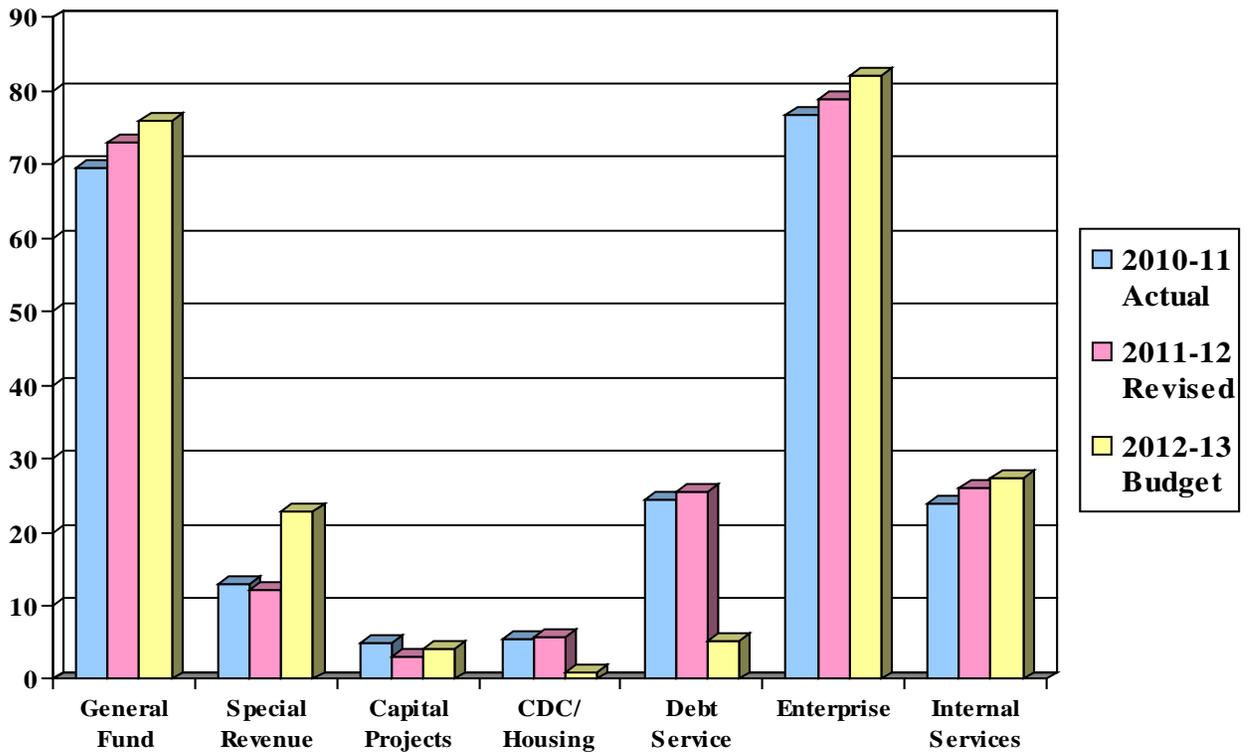
	2009-10 ACTUAL	2010-11 ACTUAL	2011-12 REVISED	2012-13 BUDGET	12-13 BUDGET/ 2011-12 REV % Change
SALES TAX	\$17,026,805	\$19,270,884	\$21,198,000	\$22,681,000	7.0
Property Tax	9,978,428	9,802,649	10,079,000	10,283,000	2.0
Property Transfer	387,086	365,589	370,000	378,000	2.2
Franchise Fees	4,799,790	4,691,807	5,549,000	5,549,000	0.0
Transient Occupancy Tax	954,473	1,025,120	1,169,000	1,181,000	1.0
Transfer Station Fee	650,004	663,096	671,000	685,000	2.1
Business Licenses	1,520,069	1,438,041	1,482,000	1,622,000	9.4
Property Tax in Lieu of Sales Tax	4,771,404	5,876,598	6,301,000	7,242,000	14.9
Property Tax in Lieu of VLF	10,464,849	10,309,516	10,397,000	10,605,000	2.0
CDC Tax Sharing Payment	309,510	252,341	292,000	298,000	2.1
Penalties	7,023	4,008	7,000	7,000	0.0
Other Incentive Fees	70,223	78,533	71,000	72,000	1.4
OTHER TAXES	33,912,859	34,507,298	36,388,000	37,922,000	4.2
PERMITS AND LICENSES	1,307,414	1,156,228	981,000	994,000	1.3
FINES AND FORFEITURES	2,186,229	1,895,447	1,493,000	1,526,000	2.2
Vehicle in Lieu Fees	432,493	477,958	469,000	0	-100.0
Rincon Fire Agreement	1,719,123	1,564,296	1,900,000	1,900,000	0.0
Grants	572,211	778,630	581,500	677,500	16.5
INTERGOVERNMENTAL	2,723,827	2,820,884	2,950,500	2,577,500	-12.6
Planning Charges	217,302	252,198	225,000	232,000	3.1
Building Plan Check	163,042	155,774	168,000	173,000	3.0
Engineering Fees	287,467	327,404	298,000	308,000	3.4
Police Services	674,577	534,186	596,000	544,000	-8.7
Paramedic	3,829,595	3,587,744	3,692,430	3,700,000	0.2
Other Services	644,205	427,432	539,000	1,190,000	120.8
Community Services	98,680	100,336	85,000	95,000	11.8
OASIS Program	106,817	102,275	0	0	N/A
CHARGES FOR SERVICES	6,021,685	5,487,349	5,603,430	6,242,000	11.4
Interest Earnings	603,997	560,458	532,000	560,000	5.3
Redevelopment Interest	0	15,088,154	0	0	N/A
INTEREST	603,997	15,648,612	532,000	560,000	5.3
Leased Property	2,791,066	3,352,268	3,450,000	3,050,000	-11.6
Other Revenue	1,484,096	425,845	361,230	268,000	-25.8
Mobilehome Fee	40,892	40,724	55,000	41,000	-25.5
OTHER	4,316,054	3,818,837	3,866,230	3,359,000	-13.1
TOTAL, GENERAL FUND	\$68,098,870	\$84,605,539	\$73,012,160	\$75,861,500	3.9

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Revenue Charts**

General Fund Revenue Trend



Revenue Trend-All Funds



CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Account Comparison-General Fund

Account Description	2010-11	2011-12	2011-12	2012-13	12-13 BUDGET/ 11-12 REV
	REVISED	BUDGET	REVISED	BUDGET	% Change
Permanent Salaries	\$38,641,785	\$36,744,870	\$37,734,860	\$39,603,485	5.0
Regular Part-Time	166,950	218,815	218,815	189,075	-13.6
Temporary Part-Time	1,789,785	1,733,005	1,698,475	1,850,450	8.9
Overtime	3,676,810	3,567,120	3,567,120	3,651,795	2.4
Employee Overhead	20,117,850	21,133,805	20,138,795	20,284,955	0.7
Flexible Benefits	699,190	636,965	636,965	649,660	2.0
TOTAL, EMPLOYEE SERVICES	65,092,370	64,034,580	63,995,030	66,229,420	3.5
Office/Operating Supplies	1,259,635	1,236,825	1,236,825	1,259,725	1.9
Safety Equipment	381,865	388,580	388,580	418,715	7.8
Prevention Supplies	11,500	11,500	11,500	11,500	0.0
Maintenance of Equipment	336,880	330,090	330,090	326,930	-1.0
Professional Services/Contracts	4,881,580	4,876,975	4,986,035	5,162,195	3.5
Permits	0	0	0	4,250	N/A
Prevention Services	6,945	6,945	6,945	6,945	0.0
Other Mail	0	169,200	169,200	167,900	-0.8
Training and Meetings	69,320	67,065	67,065	127,645	90.3
Mileage Reimbursement	11,550	7,050	7,050	7,050	0.0
Dues and Subscriptions	121,910	121,250	121,250	122,995	1.4
Auto Allowance	135,300	129,900	129,900	129,900	0.0
Other Duplicating	4,300	4,050	4,050	4,400	8.6
Advertising and Printing	100,775	76,775	76,775	77,625	1.1
Utilities	1,726,160	1,683,965	1,683,965	1,676,660	-0.4
Water	42,000	42,300	42,300	61,000	44.2
Telephone	445	0	0	0	N/A
Other Telephone	196,425	177,460	177,460	201,690	13.7
Postage	175,800	0	0	0	N/A
Rent	248,670	315,165	315,165	253,165	-19.7
Tuition	70,470	59,170	59,170	70,070	18.4
Other Expense	595,895	657,995	657,995	930,795	41.5
Software	776,840	495,590	527,090	504,480	-4.3
Minor Office Equipment	63,355	65,355	65,355	75,805	16.0
Interest Expense	0	88,000	88,000	99,615	13.2
TOTAL, MAINTENANCE & OPERATIONS	11,217,620	11,011,205	11,151,765	11,701,055	4.9
Building Repairs/Maintenance	1,911,255	2,072,245	2,072,245	2,073,230	0.0
Motive Equipment Expense	3,869,095	3,859,700	3,859,700	3,860,440	0.0
Duplicating Center	273,360	274,295	274,295	277,625	1.2
Telephone	398,605	372,760	372,760	365,360	-2.0
Radio Communications	299,690	285,065	285,065	292,960	2.8
Mail Services	146,550	138,980	138,980	138,980	0.0
Office Automation	0	1,023,290	1,023,290	1,024,255	0.1
Insurance	1,796,405	1,515,405	1,515,405	1,508,685	-0.4
TOTAL, INTERNAL SERVICE CHARGES	8,694,960	9,541,740	9,541,740	9,541,535	0.0
Office Equipment	0	0	0	12,000	N/A
Computer Equipment	0	0	0	12,000	N/A
Other Capital Outlay	5,500	5,500	34,000	11,500	-66.2
TOTAL, CAPITAL OUTLAY	5,500	5,500	34,000	35,500	4.4
SUBTOTAL, GENERAL FUND	85,010,450	84,593,025	84,722,535	87,507,510	3.3
Allocations In	119,005	135,570	135,570	126,060	-7.0
Allocations Out	(11,177,905)	(11,534,695)	(11,534,695)	(11,596,475)	0.5
TOTAL, GENERAL FUND	\$73,951,550	\$73,193,900	\$73,323,410	\$76,037,095	3.7

CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Authorized Positions

	2010-11 ACTUAL	2011-12 BUDGET	2011-12 REVISED	2012-13 BUDGET
General Government				
Full-time	33	31	31	31
Part-time FTE	1	1	1	1
Temporary Part-time FTE	3.9	5.4	5.4	5.4
Total FTE	37.9	37.4	37.4	37.4
Finance				
Full-time	25	26	26	26
Temporary Part-time FTE	1.3	1.2	1.2	1.2
Total FTE	26.3	27.2	27.2	27.2
Human Resources/Risk Management				
Full-time	9	9	9	9
Part-time FTE	0.8	0.8	0.8	0.8
Total FTE	9.8	9.8	9.8	9.8
Information Systems				
Full-time	23	12	12	12
Community Services				
Full-time	84	80	80	81
Part-time FTE	1.4	1.4	1.4	0.8
Temporary Part-time FTE	37.6	32.6	32.6	36.3
Total FTE	123	114	114	118.1
Community Development				
Full-time	26	26	26	27
Part-time FTE	0.5	0.5	0.5	0.5
Temporary Part-time FTE	10.8	10.8	10.8	10.8
Total FTE	37.3	37.3	37.3	38.3
Engineering				
Full-time	23	24	24	24
Temporary Part-time FTE	5.5	5.5	5.5	9.4
Total FTE	28.5	29.5	29.5	33.4
Recycling/Waste Reduction				
Full-time	1	2	2	2
Temporary Part-time FTE	1.9	1.9	1.9	2.6
Total FTE	2.9	3.9	3.9	4.6
Police				
Full-time	228	228	228	228
Part-time FTE	0.8	1.5	1.5	1.5
Temporary Part-time FTE	21.2	20.6	20.6	18.3
Frozen Positions	-11	-14	-14	-13
Total FTE	239	236.1	236.1	234.8

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**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Authorized Positions**

	2010-11 ACTUAL	2011-12 BUDGET	2011-12 REVISED	2012-13 BUDGET
Fire/Emergency Management				
Full-time	97	96	96	96
Temporary Part-time FTE	7.4	8.6	8.6	8.5
Total FTE	104.4	104.6	104.6	104.5
Total Full-time Positions				
	549	534	534	536
Total Part-time FTE Positions				
	4.5	5.2	5.2	4.6
Total Temporary Part-time FTE				
	89.6	86.6	86.6	92.5
Total Frozen Positions				
	-11	-14	-14	-13
Total General Fund FTE Positions	632.1	611.8	611.8	620.1
Community Services/ Admin & Recreation				
Full-time	14	11	11	11
Grant Funded	2	2	2	4
Part-time FTE	3	3.2	3.2	3.2
Temporary Part-time FTE	56.5	60.2	60.2	58.8
Total FTE	75.5	76.4	76.4	77
CDBG/Housing/Mobilehome/Home				
Full-time	10	11	11	8
Temporary Part-time FTE	4.7	3.1	3.1	2.6
Total FTE	14.7	14.1	14.1	10.6
Water Operations				
Full-time	77	76	76	77
Contract/Grant Funded	5	5	5	5
Temporary Part-time FTE	30.5	30.5	30.5	29.4
Total FTE	112.5	111.5	111.5	111.4
Wastewater Operations				
Full-time	75	76	76	76
Temporary Part-time FTE	3.1	3.1	3.1	3.1
Total FTE	78.1	79.1	79.1	79.1
Building Maintenance				
Full-time	13	13	13	13
Part-time FTE	1	1	1	1
Temporary Part-time FTE	13.5	13.5	13.5	13.5
Total FTE	27.5	27.5	27.5	27.5
Warehouse				
Full-time	2	1	1	2
Temporary Part-time FTE	0	0	0	0
Total FTE	2	1	1	2
Fleet Services				
Full-time	12	12	12	12
Temporary Part-time FTE	0	0	0	0
Total FTE	12	12	12	12

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CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Authorized Positions

	2010-11 ACTUAL	2011-12 BUDGET	2011-12 REVISED	2012-13 BUDGET
Other Internal Service Funds				
Full-time	7	17	17	17
Temporary Part-time FTE	0	0.4	0.4	0.4
Total FTE	7	17.4	17.4	17.4
Total Full-time Positions	760	753	753	752
Total Grant Funded Positions	7	7	7	9
Total Part-time FTE Positions	8.5	9.4	9.4	8.8
Total Temporary Part-time FTE	199.8	199.3	199.3	200.3
Total Frozen Positions	-11.0	-14.0	-14.0	-13.0
Total Citywide FTE Positions	964.3	954.7	954.7	957.1



Departmental Budget Detail



General Fund



CITY OF ESCONDIDO
FY 2012-13 & 2013-14 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.

<u>Sources of Funds:</u>	2012-13	2013-14
Estimated Revenue	\$ 75,861,500	\$ 77,654,430
Transfer from Cable Technology	11,000	11,000
Transfer from Daley Ranch Restoration	420,000	30,000
Transfer from Gas Tax	2,055,000	2,055,000
Transfer from Heygi Trust	2,000	2,000
Transfer from Ryan Trust-Library/Pioneer Room	44,800	44,800
Transfer from Wastewater	25,000	25,000
Transfer from Center for the Arts	171,020	-
TOTAL, Sources	\$ 78,590,320	\$ 79,822,230

<u>Uses of Funds:</u>		
General Fund Operating Budget	\$ 76,037,095	\$ 77,636,075
Transfer to Center for the Arts	1,590,235	1,380,235
Transfer to Reidy Creek Golf Course Debt Service	378,775	383,705
Transfer to Vehicle Parking District	39,215	77,215
Transfer to Successor Agency-Housing	25,000	25,000
Advance Payback to Wastewater-Principal	210,000	210,000
Advance Payback to Public Facilities Fund-Principal	110,000	110,000
Increase in Reserve Balance	200,000	-
TOTAL, Uses	\$ 78,590,320	\$ 79,822,230

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Department Summary**

CITY COUNCIL

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

BUDGET SUMMARY

	2009-10 Actual	2010-11 Actual	2011-12 Revised	2012-13 Budget
STAFFING:				
Regular Full-Time	5.0	5.0	5.0	5.0
Regular Part-Time (FTE)	0.0	0.0	0.0	0.0
Temporary Part-Time (FTE)	0.0	0.0	0.0	0.0
Department Total	<u>5.0</u>	<u>5.0</u>	<u>5.0</u>	<u>5.0</u>
BUDGET:				
Employee Services	170,073	170,384	174,130	191,130
Maintenance & Operations	133,543	179,504	182,620	182,620
Internal Service Charges	52,268	45,600	55,515	51,220
Allocations (Net)	<u>(105,891)</u>	<u>(106,354)</u>	<u>(138,960)</u>	<u>(133,345)</u>
Total Budget	249,993	289,134	273,305	291,625

DEPARTMENT PRIORITIES

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

MAJOR BUDGET IMPACTS

- Council increase in salaries effective after the November, 2012 City Council elections
- Decrease in allocation out to Housing

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-001 CITY COUNCIL		
5001-001-001 REGULAR FULL-TIME		
4 Council Members	60,250	67,785
1 Mayor	<u>42,520</u>	<u>47,835</u>
	102,770	115,620
5025-001-001 EMPLOYEE OVERHEAD		
Existing Staff	71,360	75,510
TOTAL, EMPLOYEE SERVICES	174,130	191,130
5101-001-001 OFFICE/OPERATING SUPPLIES	4,000	4,000
5131-001-001 PROFESSIONAL SERVICES/CONTRACTS		
Federal Lobbyist	50,000	50,000
Video Streaming	11,000	11,000
Voting System	<u>3,500</u>	<u>3,500</u>
	64,500	64,500
5160-001-001 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	4,000	4,000
5162-001-001 DUES AND SUBSCRIPTIONS		
League of California Cities	28,865	28,865
San Diego Division League of California Cities	1,080	1,080
SANDAG	<u>32,175</u>	<u>32,175</u>
	62,120	62,120
5163-001-001 AUTO ALLOWANCE		
5 Council Members	45,000	45,000

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-001 CITY COUNCIL		
5173-001-001 OTHER TELEPHONE		
Cellular Phone Charges	3,000	3,000
TOTAL, M & O	182,620	182,620
5125-001-001 BUILDING REPAIRS/MAINTENANCE	27,980	28,895
5165-001-001 DUPLICATING CENTER	12,500	7,030
5172-001-001 TELEPHONE	2,525	2,570
5175-001-001 MAIL SERVICES	345	1,100
5178-001-001 OFFICE AUTOMATION	7,315	6,215
5183-001-001 INSURANCE		
Liability Insurance	3,230	3,635
Property Insurance	1,620	1,775
	4,850	5,410
TOTAL, INTERNAL SERVICE CHARGES	55,515	51,220
SUBTOTAL, CITY COUNCIL	412,265	424,970
5902-001-001 ALLOCATED OUT		
Neighborhood Services/CDBG	(3,705)	(3,825)
Recycling	(535)	0
Housing	(8,440)	0
Water	(65,280)	(67,400)
Wastewater	(34,535)	(35,655)
Capital Improvement Projects	(26,465)	(26,465)
	(138,960)	(133,345)
TOTAL, CITY COUNCIL	273,305	291,625



**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Department Summary**

CITY MANAGER/VIDEO SERVICES

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

BUDGET SUMMARY

	2009-10 Actual	2010-11 Actual	2011-12 Revised	2012-13 Budget
STAFFING:				
Regular Full-Time	8.0	8.0	6.0	6.0
Regular Part-Time (FTE)	0.0	0.0	0.0	0.0
Temporary Part-Time (FTE)	1.4	1.4	2.9	2.9
Department Total	<u>9.4</u>	<u>9.4</u>	<u>8.9</u>	<u>8.9</u>
BUDGET:				
Employee Services	1,340,768	1,391,672	1,023,150	1,033,850
Maintenance & Operations	73,987	55,139	182,205	80,875
Internal Service Charges	96,843	89,073	102,630	100,850
Allocations (Net)	<u>(406,052)</u>	<u>(416,920)</u>	<u>(416,000)</u>	<u>(413,610)</u>
Total Budget	<u>1,105,546</u>	<u>1,118,964</u>	<u>891,985</u>	<u>801,965</u>

DEPARTMENT PRIORITIES

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

MAJOR BUDGET IMPACTS

- City Manager: Decrease in professional services
- Video Services: Decrease in minor office equipment

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-002 CITY MANAGER		
5001-001-002 REGULAR FULL-TIME		
1 City Manager	225,800	225,800
1 Assistant City Manager	180,000	196,560
1 Assistant to the City Manager	97,265	106,215
1 Division Coordinator	43,865	45,620
1 Executive Assistant	60,470	62,885
1 Management Analyst	63,455	65,990
Budget Adjustment-MOU Agreements (07-08)	20,820	0
Adjustments:		
Pay Reductions	<u>(22,255)</u>	<u>(23,145)</u>
	669,420	679,925
5004-001-002 TEMPORARY PART-TIME		
1 Executive Office Coordinator (from 5001)	29,500	29,500
5025-001-002 EMPLOYEE OVERHEAD		
Existing Staff	306,065	261,710
Temporary Part-Time	2,235	2,285
Budget Adjustment-MOU Agreements (07-08)	(41,410)	0
Adjustments:		
Pay Reductions	<u>(7,415)</u>	<u>(5,895)</u>
	259,475	258,100
5030-001-002 FLEXIBLE BENEFITS	34,635	35,925
TOTAL, EMPLOYEE SERVICES	993,030	1,003,450
5101-001-002 OFFICE/OPERATING SUPPLIES		
Miscellaneous Supplies	16,400	16,400
5131-001-002 PROFESSIONAL SERVICES/CONTRACTS		
Economic Development/Consultants, Studies, Appraisals	5,000	5,000
Budget Adjustment-Consulting Agreement (12-03)	<u>96,330</u>	<u>0</u>
	101,330	5,000

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-002 CITY MANAGER		
5160-001-002 TRAINING AND MEETINGS		
Economic Development	1,200	1,200
Seminars, Conferences, Workshops	2,000	2,000
	3,200	3,200
5162-001-002 DUES AND SUBSCRIPTIONS		
CAPIO	175	175
Economic Development Membership/Dues	2,960	2,960
I.C.M.A.	3,900	3,900
Periodicals, Subscriptions	2,750	2,750
Public Information	300	300
	10,085	10,085
5163-001-002 AUTO ALLOWANCE		
City Manager	9,000	9,000
Assistant City Manager	5,400	5,400
Assistant to the City Manager	5,100	5,100
	19,500	19,500
5173-001-002 OTHER TELEPHONE		
Cellular Phone Charges	6,000	6,000
5190-001-002 OTHER EXPENSES		
Employee Recognition	4,000	4,000
5193-001-002 SOFTWARE		
ESRI Arc-Info, Property Finder	1,300	1,300
TOTAL, M & O	161,815	65,485
5125-001-002 BUILDING REPAIRS/MAINTENANCE	61,045	63,060
5165-001-002 DUPLICATING CENTER	6,475	4,400
5172-001-002 TELEPHONE	3,505	2,970

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-002 CITY MANAGER		
5175-001-002 MAIL SERVICES	1,110	275
5178-001-022 OFFICE AUTOMATION	15,595	12,250
5183-001-002 INSURANCE		
Liability Insurance	7,690	7,780
Property Insurance	3,560	3,900
	11,250	11,680
TOTAL, INTERNAL SERVICE CHARGES	98,980	94,635
SUBTOTAL, CITY MANAGER	1,253,825	1,163,570
5902-001-002 ALLOCATED OUT		
Neighborhood Services/CDBG	(9,820)	(10,470)
Recycling	(1,530)	0
Housing	(22,370)	0
Water	(186,845)	(184,540)
Wastewater	(98,840)	(97,625)
Successor Agency-Redevelopment	0	(26,100)
Capital Improvement Projects	(78,315)	(78,315)
	(397,720)	(397,050)
TOTAL, CITY MANAGER	856,105	766,520

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-034 VIDEO SERVICES		
5004-001-034 TEMPORARY PART-TIME	28,000	28,000
5025-001-034 EMPLOYEE OVERHEAD		
Temporary Positions	2,120	2,400
TOTAL, EMPLOYEE SERVICES	30,120	30,400
5101-001-034 OFFICE/OPERATING SUPPLIES		
Misc Office Supplies	150	150
Video/VCR Tapes	3,000	3,000
	<u>3,150</u>	<u>3,150</u>
5126-001-034 MAINTENANCE OF EQUIPMENT		
Audio and Video Equipment	11,500	11,500
5131-001-034 PROFESSIONAL SERVICES/CONTRACTS		
Channel 19 Program Resources	600	600
5162-001-034 DUES AND SUBSCRIPTIONS		
Magazines	20	20
Scanatoa Membership	120	120
	<u>140</u>	<u>140</u>
5194-001-034 MINOR OFFICE EQUIPMENT		
Budget Adjustment-Exchange/Outlook Upgrade (11-01)	5,000	0
TOTAL, M & O	20,390	15,390
5178-001-034 OFFICE AUTOMATION	3,650	6,215
TOTAL, INTERNAL SERVICE CHARGES	3,650	6,215
SUBTOTAL, VIDEO SERVICES	54,160	52,005

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-034 VIDEO SERVICES		
5902-001-034 ALLOCATED OUT		
Neighborhood Services/CDBG	(485)	(470)
Recycling	(70)	0
Housing	(1,110)	0
Water	(8,590)	(8,250)
Wastewater	(4,545)	(4,360)
Capital Improvement Projects	(3,480)	(3,480)
	(18,280)	(16,560)
 TOTAL, VIDEO SERVICES	 35,880	 35,445

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Department Summary**

CITY ATTORNEY

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

BUDGET SUMMARY

	2009-10 Actual	2010-11 Actual	2011-12 Revised	2012-13 Budget
STAFFING:				
Regular Full-Time	11.0	11.0	11.0	11.0
Regular Part-Time (FTE)	0.5	0.5	0.5	0.5
Temporary Part-Time (FTE)	0.0	0.0	0.0	0.0
Department Total	<u>11.5</u>	<u>11.5</u>	<u>11.5</u>	<u>11.5</u>
BUDGET:				
Employee Services	1,618,473	1,634,717	1,616,130	1,680,245
Maintenance & Operations	168,511	113,111	136,500	136,500
Internal Service Charges	76,862	68,150	83,435	86,275
Allocations (Net)	<u>(1,549,428)</u>	<u>(1,590,780)</u>	<u>(1,677,795)</u>	<u>(1,746,600)</u>
Total Budget	314,418	225,198	158,270	156,420

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

- Decrease in the allocation out to Housing as a result of the dissolution of the redevelopment agency
- Increase in allocations out to other funds

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-003 CITY ATTORNEY		
5001-001-003 REGULAR FULL-TIME		
1 City Attorney	225,800	225,800
2 Assistant City Attorneys	326,335	365,960
3 Deputy City Attorneys	328,745	260,755
1 Executive Assistant	60,470	62,890
2 Legal Assistants	121,010	125,850
1 Legal Secretary	50,870	55,550
1 Senior Deputy City Attorney (from Deputy City Attorneys)	0	94,200
Bilingual Pay	1,300	1,300
Budget Adjustment-MOU Agreements (07-08)	38,425	0
Adjustments:		
Pay Reductions	<u>(44,370)</u>	<u>(34,370)</u>
	1,108,585	1,157,935
5003-001-003 REGULAR PART-TIME		
1 Department Assistant (0.5)	18,015	18,730
Pay Reduction	<u>(900)</u>	<u>(940)</u>
	17,115	17,790
5025-001-003 EMPLOYEE OVERHEAD		
Existing Staff	521,990	450,770
Bilingual Pay	460	360
Budget Adjustment-MOU Agreements (07-08)	(76,285)	0
Adjustments:		
Pay Reductions	<u>(15,085)</u>	<u>(8,995)</u>
	431,080	442,135
5030-001-003 FLEXIBLE BENEFITS	59,350	62,385
TOTAL, EMPLOYEE SERVICES	1,616,130	1,680,245
5101-001-003 OFFICE/OPERATING SUPPLIES		
Legal Supplements, Codes and Case Reports	42,500	42,500
Office Supplies	<u>7,500</u>	<u>7,500</u>
	50,000	50,000

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-003 CITY ATTORNEY		
5126-001-003 MAINTENANCE OF EQUIPMENT		
Computer Systems Service (12)	500	500
Maintenance of Office Equipment	1,000	1,000
	1,500	1,500
5131-001-003 PROFESSIONAL SERVICES/CONTRACTS		
Investigative Services, Attorneys' Services, Service of Process, Express Mail	40,000	40,000
5160-001-003 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	7,500	7,500
5161-001-003 MILEAGE REIMBURSEMENT	1,200	1,200
5162-001-003 DUES AND SUBSCRIPTIONS		
Bar Association Dues	6,300	6,300
5163-001-003 AUTO ALLOWANCE		
City Attorney, 2 Assistant City Attorneys	25,200	25,200
5173-001-003 OTHER TELEPHONE		
Cellular Phone Service	4,800	4,800
TOTAL, M & O	136,500	136,500
5125-001-003 BUILDING REPAIRS/MAINTENANCE	42,485	43,860
5165-001-003 DUPLICATING CENTER	8,405	10,125
5172-001-003 TELEPHONE	3,790	3,855
5175-001-003 MAIL SERVICES	2,920	2,720
5178-001-033 OFFICE AUTOMATION	16,975	16,070

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-003 CITY ATTORNEY		
5183-001-003 INSURANCE		
Liability Insurance	6,460	7,015
Property Insurance	2,400	2,630
	<u>8,860</u>	<u>9,645</u>
TOTAL, INTERNAL SERVICE CHARGES	83,435	86,275
SUBTOTAL, CITY ATTORNEY	1,836,065	1,903,020
5902-001-003 ALLOCATED OUT		
Recycling	(10,000)	0
Housing	(149,915)	0
Water	(299,830)	(323,650)
Wastewater	(224,870)	(266,535)
Workers' Compensation Insurance	(93,695)	(114,230)
Liability Insurance Fund	(899,485)	(989,985)
Successor Agency-Redevelopment	0	(52,200)
	<u>(1,677,795)</u>	<u>(1,746,600)</u>
TOTAL, CITY ATTORNEY	158,270	156,420

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Department Summary**

CITY CLERK

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

BUDGET SUMMARY

	2009-10 Actual	2010-11 Actual	2011-12 Revised	2012-13 Budget
STAFFING:				
Regular Full-Time	7.0	6.0	6.0	6.0
Regular Part-Time (FTE)	0.5	0.5	0.5	0.5
Temporary Part-Time (FTE)	1.5	2.5	2.5	2.5
Department Total	<u>9.0</u>	<u>9.0</u>	<u>9.0</u>	<u>9.0</u>
BUDGET:				
Employee Services	646,653	619,637	599,875	606,065
Maintenance & Operations	63,680	70,237	120,125	83,625
Capital	0	0	13,500	0
Internal Service Charges	84,098	65,400	75,210	73,700
Allocations (Net)	<u>(322,344)</u>	<u>(314,448)</u>	<u>(326,570)</u>	<u>(293,515)</u>
Total Budget	<u>472,087</u>	<u>440,826</u>	<u>482,140</u>	<u>469,875</u>

DEPARTMENT PRIORITIES

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

MAJOR BUDGET IMPACTS

- Decrease in software & capital
- Decrease in the allocation out to Housing as a result of the dissolution of the redevelopment agency

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-004 CITY CLERK		
5001-001-004 REGULAR FULL-TIME		
1 City Clerk	123,030	112,000
1 Assistant City Clerk	78,050	81,170
1 Department Assistant	37,825	39,335
1 Division Coordinator	43,865	45,620
2 Executive Office Coordinators	90,085	91,560
Budget Adjustment-MOU Agreements (07-08)	12,975	0
Budget Adjustment-Questys Upgrade (10-03)	(15,000)	0
Adjustments:		
Pay Reductions	<u>(18,645)</u>	<u>(18,485)</u>
	352,185	351,200
5003-001-004 REGULAR PART-TIME		
1 Department Assistant (0.5)	18,910	19,670
Pay Reduction	<u>(945)</u>	<u>(985)</u>
	17,965	18,685
5004-001-004 TEMPORARY PART-TIME		
Temporary Part-Time w/PARS	22,800	11,880
Recycling Program	28,000	28,000
Temporary Part-Time w/PERS	<u>0</u>	<u>10,920</u>
	50,800	50,800
5020-001-004 OVERTIME		
Clerical/Technical	1,000	1,000
5025-001-004 EMPLOYEE OVERHEAD		
Existing Staff	192,575	161,390
Temporary Positions/Overtime	3,885	4,275
Budget Adjustment-MOU Agreements (07-08)	(25,780)	0
Budget Adjustment-Questys Upgrade (10-03)	(10,000)	0
Adjustments:		
Pay Reductions	<u>(6,525)</u>	<u>(4,960)</u>
	154,155	160,705

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-004 CITY CLERK		
5030-001-004 FLEXIBLE BENEFITS	23,770	23,675
TOTAL, EMPLOYEE SERVICES	599,875	606,065
5101-001-004 OFFICE/OPERATING SUPPLIES		
General Office Supplies	3,700	3,700
5126-001-004 MAINTENANCE OF EQUIPMENT		
Imaging Equipment	1,500	1,500
Office Equipment	2,500	2,500
	4,000	4,000
5131-001-004 PROFESSIONAL SERVICES/CONTRACTS		
Update Supp Service - Municipal/Zoning Code	4,500	4,500
5160-001-004 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	3,000	3,000
5161-001-004 MILEAGE REIMBURSEMENT		
Records Management (Records Center)	100	100
5162-001-004 DUES AND SUBSCRIPTIONS		
Professional Association Dues	1,000	1,000
Publications	450	450
	1,450	1,450
5163-001-004 AUTO ALLOWANCE		
City Clerk	5,100	5,100
5167-001-004 ADVERTISING AND PRINTING		
Legal Advertising/Printing	8,500	8,500

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-004 CITY CLERK		
5170-001-004 UTILITIES		
Records Center	3,300	3,300
Security Service	1,700	1,700
	<u>5,000</u>	<u>5,000</u>
5173-001-004 OTHER TELEPHONE		
Cellular Phone Service	1,200	1,200
5180-001-004 RENT		
Lease of Off-Site Records Center	45,675	45,675
Taxes	1,400	1,400
	<u>47,075</u>	<u>47,075</u>
5193-001-004 SOFTWARE		
Budget Adjustment-Questys Upgrade (10-03)	5,000	0
Budget Adjustment-Questys Upgrade (10-08)	16,500	0
	<u>21,500</u>	<u>0</u>
TOTAL, M & O	105,125	83,625
5209-001-004 OTHER CAPITAL		
Budget Adjustment-Questys Upgrade (10-03)	20,000	0
Budget Adjustment-Questys Upgrade (10-08)	8,500	0
	<u>28,500</u>	<u>0</u>
TOTAL, CAPITAL	28,500	0
5125-001-004 BUILDING REPAIRS/MAINTENANCE	30,860	33,185
5164-001-004 EQUIPMENT EXPENSE	400	935
5165-001-004 DUPLICATING CENTER	7,655	4,595
5172-001-004 TELEPHONE	8,465	7,210
5175-001-004 MAIL SERVICES	5,975	4,215

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-004 CITY CLERK		
5178-001-004 OFFICE AUTOMATION	13,240	13,495
5183-001-004 INSURANCE		
Liability Insurance	6,305	7,585
Property Insurance	<u>2,310</u>	<u>2,480</u>
	8,615	10,065
 TOTAL, INTERNAL SERVICE CHARGES	 75,210	 73,700
 SUBTOTAL, CITY CLERK	 808,710	 763,390
 5902-001-004 ALLOCATED OUT		
Housing	(47,790)	0
Water	(199,130)	(191,015)
Wastewater	(79,650)	(76,400)
Successor Agency-Redevelopment	<u>0</u>	<u>(26,100)</u>
	(326,570)	(293,515)
 TOTAL, CITY CLERK	 482,140	 469,875



**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Department Summary**

CITY TREASURER

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

BUDGET SUMMARY

	2009-10 Actual	2010-11 Actual	2011-12 Revised	2012-13 Budget
STAFFING:				
Regular Full-Time	3.0	3.0	3.0	3.0
Regular Part-Time (FTE)	0.0	0.0	0.0	0.0
Temporary Part-Time (FTE)	0.0	0.0	0.0	0.0
Department Total	<u>3.0</u>	<u>3.0</u>	<u>3.0</u>	<u>3.0</u>
BUDGET:				
Employee Services	304,116	324,862	322,700	331,935
Maintenance & Operations	13,830	14,660	19,500	18,895
Internal Service Charges	17,760	14,866	17,825	17,125
Allocations (Net)	(58,980)	(74,840)	(71,585)	(72,350)
Total Budget	<u>276,726</u>	<u>279,549</u>	<u>288,440</u>	<u>295,605</u>

DEPARTMENT PRIORITIES

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

MAJOR BUDGET IMPACTS

- 1 Position reclass

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-005 CITY TREASURER		
5001-001-005 REGULAR FULL-TIME		
1 City Treasurer	112,900	112,900
1 Sr. Accounting Assistant (from 022)	32,675	45,620
1 Investment Officer	72,000	74,880
Budget Adjustment-MOU Agreements (07-08)	7,515	0
Adjustments:		
Pay Reductions	<u>(5,235)</u>	<u>(6,025)</u>
	219,855	227,375
5025-001-005 EMPLOYEE OVERHEAD		
Existing Staff	106,920	92,855
Budget Adjustment-MOU Agreements (07-08)	(14,935)	0
Adjustments:		
Pay Reductions	<u>(1,745)</u>	<u>(1,535)</u>
	90,240	91,320
5030-001-005 FLEXIBLE BENEFITS	12,605	13,240
TOTAL, EMPLOYEE SERVICES	322,700	331,935
5101-001-005 OFFICE/OPERATING SUPPLIES	400	400
5126-001-005 MAINTENANCE OF EQUIPMENT		
Calculators, Typewriters, PC	100	100
5131-001-005 PROFESSIONAL SERVICES/CONTRACTS		
Custodial Fees	3,400	3,400
Investment Research/Consultants	300	300
	<u>3,700</u>	<u>3,700</u>
5160-001-005 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	450	450

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-005 CITY TREASURER		
5161-001-005 MILEAGE REIMBURSEMENT		
Miscellaneous	50	50
5162-001-005 DUES AND SUBSCRIPTIONS		
Professional Association Dues	500	500
Publications	300	300
	800	800
5163-001-005 AUTO ALLOWANCE		
City Treasurer	4,500	4,500
5193-001-005 SOFTWARE		
Investment Software Annual License	9,500	8,895
TOTAL, M & O	19,500	18,895
5125-001-005 BUILDING REPAIRS/MAINTENANCE	10,595	10,915
5165-001-005 DUPLICATING CENTER	425	295
5172-001-005 TELEPHONE	255	255
5178-001-005 OFFICE AUTOMATION	3,650	2,485
5183-001-005 INSURANCE		
Liability Insurance	2,370	2,595
Property Insurance	530	580
	2,900	3,175
TOTAL, INTERNAL SERVICE CHARGES	17,825	17,125
SUBTOTAL, CITY TREASURER	360,025	367,955

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-005 CITY TREASURER		
5902-001-005 ALLOCATED OUT		
Water	(37,370)	(38,195)
Wastewater	(23,375)	(22,820)
Hidden Trails CFD	(2,910)	(2,890)
Eureka Ranch CFD	(7,930)	(8,445)
	(71,585)	(72,350)
TOTAL, CITY TREASURER	288,440	295,605

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Department Summary**

FINANCE

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

BUDGET SUMMARY

	2009-10 Actual	2010-11 Actual	2011-12 Revised	2012-13 Budget
STAFFING:				
Regular Full-Time	26.0	25.0	26.0	26.0
Regular Part-Time (FTE)	0.0	0.0	0.0	0.0
Temporary Part-Time (FTE)	0.0	1.3	1.2	1.2
Department Total	<u>26.0</u>	<u>26.3</u>	<u>27.2</u>	<u>27.2</u>
BUDGET:				
Employee Services	1,936,752	1,863,919	2,038,360	2,060,515
Maintenance & Operations	682,225	565,035	772,985	779,735
Internal Service Charges	152,688	268,764	180,370	190,960
Allocations (Net)	<u>(1,772,105)</u>	<u>(1,699,181)</u>	<u>(1,921,360)</u>	<u>(1,963,755)</u>
Total Budget	999,560	998,537	1,070,355	1,067,455

DEPARTMENT PRIORITIES

- Provide accurate and timely record keeping and reporting
- Develop, monitor and report on the annual Operating Budget and the Five-Year Capital Improvement Program
- Provide reliable and timely billing services for the City's water and wastewater utilities
- Provide Collection services to recover the City's costs of providing services
- Monitor revenue and expenditures on a monthly basis and report any deviations from projections to Management and Council on a timely basis

MAJOR BUDGET IMPACTS

- Increase in professional services
- Decrease in the allocation out to Housing & increase in the allocation out to Successor Agency-Redevelopment as a result of the dissolution of the redevelopment agency

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-022 FINANCE		
5001-001-022 REGULAR FULL-TIME		
1 Director of Finance	137,035	149,640
6 Accountant I/II's	382,145	405,095
1 Account Clerks I/II's	73,850	39,335
1 Collections Officer	48,420	50,355
8 Customer Service Representatives II's	265,140	315,040
1 Customer Service Supervisor	56,285	58,540
1 Finance Manager	91,595	95,260
1 Payroll Analyst	56,150	58,395
1 Payroll Technician	43,865	45,620
1 Purchasing Supervisor	58,555	60,895
1 Sr. Accounting Assistant	43,865	37,535
2 Sr. Account Clerks	87,730	91,240
1 Sr. Customer Service Representative	44,960	46,760
Bilingual Pay	10,400	7,150
Budget Adjustment-MOU Agreements (07-08)	44,440	0
Adjustments:		
Pay Reductions	<u>(79,040)</u>	<u>(82,690)</u>
	1,365,395	1,378,170
5004-001-022 TEMPORARY PART-TIME	23,000	23,000
5020-001-022 OVERTIME	4,000	4,000
5025-001-022 EMPLOYEE OVERHEAD		
Existing Staff	704,665	620,625
Temporary Positions/Overtime/Bilingual Pay	5,630	3,440
Budget Adjustment-MOU Agreements (07-08)	(88,795)	0
Adjustments:		
Pay Reductions	<u>(26,335)</u>	<u>(21,065)</u>
	595,165	603,000
5030-001-022 FLEXIBLE BENEFITS	50,800	52,345
TOTAL, EMPLOYEE SERVICES	2,038,360	2,060,515

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-022 FINANCE		
5101-001-022 OFFICE/OPERATING SUPPLIES		
Alarm Registration Invoices	450	450
Budget Supplies	800	800
Endorser/Encoder Supplies	2,500	300
Envelopes	5,500	5,500
General Accounting/Forms (Checks)	6,000	6,000
Miscellaneous Office Supplies	8,000	8,000
Miscellaneous Receipts	1,750	1,750
Pagers	80	80
Passport Film	2,000	375
Purchasing Supplies	1,850	1,850
	28,930	25,105
5126-001-022 MAINTENANCE OF EQUIPMENT		
Check Endorser/Encoder	15,025	4,640
Folding Machine	1,000	1,000
Letter Opener	575	575
	16,600	6,215
5131-001-022 PROFESSIONAL SERVICES/CONTRACTS		
Annual Audit	48,460	49,380
Paramedic Billing	180,000	185,000
Preparation of Utility Bills	72,000	82,000
SB90 Claims (Maximus)	9,800	7,800
Temporary Staffing	0	3,000
	310,260	327,180
5159-001-022 OTHER MAIL		
Alarm Registration	1,200	1,200
Passport Postage	3,000	1,200
Postage-Utility Bills	160,000	160,000
Postage-Trust Account	0	500
	164,200	162,900
5160-001-022 TRAINING AND MEETINGS		
Customer Service Training (Utility Billing)	5,000	5,000
Seminars, Conferences, Workshops	5,000	5,000
	10,000	10,000

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-022 FINANCE		
5161-001-022 MILEAGE REIMBURSEMENT		
Miscellaneous	400	400
5162-001-022 DUES AND SUBSCRIPTIONS		
California Revenue Officers Association	100	100
California Society of Municipal Finance Officers	480	220
CPA license Renewal	200	270
GASB Comprehensive Plan	200	200
GFOA Financial Report Submittal	550	580
Government Finance Officers Association	805	890
Periodicals	200	200
Professional Association Dues	200	200
TRW	500	0
Credit Reporting Agency	0	600
Payroll Guides and Subscriptions	0	1,465
	3,235	4,725
5163-001-022 AUTO ALLOWANCE		
Director of Finance	5,100	5,100
5167-001-022 ADVERTISING AND PRINTING		
Budget Printing	500	500
CIP Budget	500	500
Financial Information Publication	600	600
Financial Statements	600	600
Miscellaneous	300	700
	2,500	2,900
5173-001-022 OTHER TELEPHONE		
Cellular Phone Service	1,500	1,500
5193-001-022 SOFTWARE		
Active Network Support & Maintenance	17,000	0
PeopleSoft Software License	205,500	192,560
Utility Billing (Q-Master)	5,400	15,000
Wise IP Support & Maintenance	1,660	0
Collections Software License	0	25,000
	229,560	232,560

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-022 FINANCE		
5194-001-022 MINOR OFFICE EQUIPMENT		
Calculators	200	450
Counterfeit Bill Scanner	200	200
Credit Card Machine	200	400
Fax Machine	100	100
	<u>700</u>	<u>1,150</u>
TOTAL, M & O	772,985	779,735
5125-001-022 BUILDING REPAIRS/MAINTENANCE	44,815	46,315
5165-001-022 DUPLICATING CENTER	21,970	24,665
5172-001-022 TELEPHONE	9,605	9,770
5175-001-022 MAIL SERVICES	42,090	42,945
5178-001-022 OFFICE AUTOMATION	42,400	45,710
5183-001-022 INSURANCE		
Liability Insurance	16,815	18,620
Property Insurance	2,675	2,935
	<u>19,490</u>	<u>21,555</u>
TOTAL, INTERNAL SERVICE CHARGES	180,370	190,960
SUBTOTAL, FINANCE	2,991,715	3,031,210
5902-001-022 ALLOCATED OUT		
Neighborhood Services/CDBG	(41,185)	(38,860)
Recycling	(45,140)	0
Landscape Maintenance District	(7,140)	(6,940)
Housing	(66,810)	0
Successor Agency-Redevelopment	0	(156,600)
Water	(840,210)	(840,665)

(continued on next page)

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-022 FINANCE		
5902-001-022 ALLOCATED OUT (continued)		
Wastewater	(704,250)	(705,565)
Workers' Compensation Insurance	(18,510)	(17,810)
Liability Insurance	(9,790)	(9,455)
Benefits Administration	(8,980)	(8,680)
Property Insurance	(4,895)	(4,730)
Capital Improvement Projects	<u>(174,450)</u>	<u>(174,450)</u>
	(1,921,360)	(1,963,755)
 TOTAL, FINANCE	 1,070,355	 1,067,455

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Department Summary**

HUMAN RESOURCES

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

BUDGET SUMMARY

	2009-10 Actual	2010-11 Actual	2011-12 Revised	2012-13 Budget
STAFFING:				
Regular Full-Time	6.0	6.0	6.0	6.0
Temporary Part-Time (FTE)	0.0	0.0	0.0	0.0
Department Total	<u>6.0</u>	<u>6.0</u>	<u>6.0</u>	<u>6.0</u>
BUDGET:				
Employee Services	598,670	613,397	615,410	678,625
Maintenance & Operations	134,721	143,408	171,845	171,045
Internal Service Charges	81,264	73,069	84,385	86,080
Allocations (Net)	<u>(347,748)</u>	<u>(384,696)</u>	<u>(410,630)</u>	<u>(438,195)</u>
Total Budget	466,907	445,178	461,010	497,555

DEPARTMENT PRIORITIES

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

MAJOR BUDGET IMPACTS

- Increase in allocations out to Risk Management, Water, Wastewater & Workers' Compensation Insurance

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	2011-12 REVISED	2012-13 BUDGET
001-023 HUMAN RESOURCES		
5001-001-023 REGULAR FULL-TIME		
1 Director of Human Resources	125,000	155,490
1 Sr. Human Resources Analyst	58,885	66,305
1 Human Resources Coordinator	58,995	61,355
1 Human Resources Manager	93,335	101,920
2 Human Resources Technician I/II's	92,720	96,430
Budget Adjustment-MOU Agreements (07-08)	14,425	0
Adjustments:		
Pay Reductions	(21,190)	(23,605)
	422,170	457,895
5004-001-023 TEMPORARY PART-TIME		
Temporary Office Assistance	500	500
5020-001-023 OVERTIME		
	1,500	1,500
5025-001-023 EMPLOYEE OVERHEAD		
Existing Staff	202,220	197,885
Temporary Positions/Internship Program/Overtime	90	100
Budget Adjustment-MOU Agreements (07-08)	(28,665)	0
Adjustments:		
Pay Reductions	(7,060)	(6,015)
	166,585	191,970
5030-001-023 FLEXIBLE BENEFITS		
	24,655	26,760
TOTAL, EMPLOYEE SERVICES	615,410	678,625
5101-001-023 OFFICE/OPERATING SUPPLIES		
Board of Review Name Plates	150	150
Break Room Supplies	625	625
Employment Applications\Notification Cards	550	550

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**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-023 HUMAN RESOURCES		
5101-001-023 OFFICE/OPERATING SUPPLIES (continued)		
General Office Supplies	3,800	3,800
Job Announcement Stock	700	700
Job Fair Supplies	300	300
Labor Relations Posters	700	700
Personnel Board of Review Hearing Supplies	300	300
Printer Supplies	725	725
	7,850	7,850
5126-001-023 MAINTENANCE OF EQUIPMENT		
Maintenance Contract for Typewriter, Fax & Shredder	1,300	1,300
5131-001-023 PROFESSIONAL SERVICES/CONTRACTS		
Calpacs	275	275
CPS Test Examinations	5,000	5,000
Criticall Public Safety Dispatcher Exam	1,650	1,650
EMT & Firefighter Exam - Donnoe	170	170
Fitness for Duty Exams	1,575	1,575
Labor Attorney for Negotiations	14,260	14,260
Pre-Employ Medical & Psychological Exams	25,000	25,000
Special Projects Contracts	30,000	30,000
Test Construction Service	0	1,700
Fingerprinting - DOJ & AAA Livescan	5,665	5,665
Palomar Regional Fire Exam	3,200	3,200
Neo Gov Recruiting Training (B/A 12-09)	2,500	0
	89,295	88,495
5160-001-023 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	1,500	1,500
5161-001-023 MILEAGE REIMBURSEMENT		
Miscellaneous	800	800
5162-001-023 DUES AND SUBSCRIPTIONS		
Professional Organization Dues	1,800	1,800
Reference Books and Periodicals	500	500
	2,300	2,300

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-023 HUMAN RESOURCES		
5163-001-023 AUTO ALLOWANCE		
Director of Human Resources	5,100	5,100
5167-001-023 ADVERTISING & PRINTING		
Miscellaneous	10,000	10,000
5173-001-023 OTHER TELEPHONE	3,000	3,000
5190-001-023 OTHER EXPENSES		
Bilingual Certification for Applicants	3,500	3,500
CCPA County Training Consortium Refreshments	500	500
Employee Service Breakfast	2,900	2,900
Job Fair Registration	300	300
New Employee Orientation	2,600	2,600
Oral Board Meals	1,000	1,000
Training Consortium	3,000	3,000
	13,800	13,800
5193-001-023 SOFTWARE		
PeopleSoft Software License (1/2 cost in 723)	26,900	26,900
Neo Gov Recruiting Software	0	10,000
Neo Gov Recruiting Software (B/A 12-09)	10,000	0
	36,900	36,900
TOTAL, M & O	171,845	171,045
5125-001-023 BUILDING REPAIRS/MAINTENANCE	42,900	44,245
5165-001-023 DUPLICATING CENTER	16,165	14,860
5172-001-023 TELEPHONE	3,790	3,855
5175-001-023 MAIL SERVICES	2,135	4,225
5178-001-023 OFFICE AUTOMATION	12,015	10,930

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-023 HUMAN RESOURCES		
5183-001-023 INSURANCE		
Liability Insurance	4,550	4,865
Property Insurance	2,830	3,100
	<u>7,380</u>	<u>7,965</u>
TOTAL, INTERNAL SERVICE CHARGES	84,385	86,080
SUBTOTAL, HUMAN RESOURCES	871,640	935,750
5902-001-023 ALLOCATED OUT		
Risk Management	(29,050)	(39,620)
Neighborhood Services/CDBG	(7,045)	(7,775)
Housing	(14,690)	0
Water	(134,335)	(142,540)
Wastewater	(134,335)	(142,540)
Workers' Compensation Insurance	(62,840)	(72,870)
Benefits Administration	(28,335)	(32,850)
	<u>(410,630)</u>	<u>(438,195)</u>
TOTAL, HUMAN RESOURCES	461,010	497,555



**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Department Summary**

RISK MANAGEMENT

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

BUDGET SUMMARY

	2009-10 Actual	2010-11 Actual	2011-12 Revised	2012-13 Budget
STAFFING:				
Regular Full-Time	3.0	3.0	3.0	3.0
Regular Part-Time (FTE)	0.8	0.8	0.8	0.8
Temporary Part-Time (FTE)	0.0	0.0	0.0	0.0
Department Total	<u>3.8</u>	<u>3.8</u>	<u>3.8</u>	<u>3.8</u>
BUDGET:				
Employee Services	327,823	291,873	335,715	329,815
Maintenance & Operations	50,924	76,740	70,930	70,930
Internal Service Charges	19,650	18,444	26,570	27,420
Allocations (Net)	(433,719)	(420,354)	(440,625)	(428,165)
Total Budget	<u>(35,322)</u>	<u>(33,297)</u>	<u>(7,410)</u>	<u>0</u>

DEPARTMENT PRIORITIES

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

MAJOR BUDGET IMPACTS

- Decrease in employee overhead
- Increase in allocation in from Human Resources

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-024 RISK MANAGEMENT		
5001-001-024 REGULAR FULL-TIME		
1 Risk and Safety Manager	87,510	91,010
1 Department Assistant	32,675	33,980
1 Safety Administrator	72,505	75,410
Bilingual Pay	1,300	1,300
Budget Adjustment-MOU Agreements (07-08)	7,530	0
Adjustments:		
Pay Reductions	(9,635)	(10,020)
	191,885	191,680
5003-001-024 REGULAR PART-TIME		
1 Risk & Safety Technician (0.75)	31,350	32,605
Pay Reductions	(1,565)	(1,630)
	29,785	30,975
5025-001-024 EMPLOYEE OVERHEAD		
Existing Staff	118,590	95,825
Bilingual Pay	465	375
Budget Adjustment-MOU Agreements (07-08)	(14,940)	0
Adjustments:		
Pay Reductions	(3,830)	(3,160)
	100,285	93,040
5030-001-024 FLEXIBLE BENEFITS	13,760	14,120
TOTAL, EMPLOYEE SERVICES	335,715	329,815
5101-001-024 OFFICE/OPERATING SUPPLIES		
Misc. Technical Books	300	300
Office Supplies and Training Materials	2,000	2,000
	2,300	2,300
5105-001-024 SAFETY EQUIPMENT		
Safety Supplies (Videos, Misc Safety Equip)	5,245	5,245

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-024 RISK MANAGEMENT		
5109-001-024 PREVENTION SUPPLIES		
Ergonomic Site Evaluation Expenses	11,500	11,500
5126-001-024 MAINTENANCE OF EQUIPMENT		
Cleaning, Calibration & Inspection of Equipment	2,000	2,000
Service for Instrument Repair	<u>2,000</u>	<u>2,000</u>
	4,000	4,000
5131-001-024 PROFESSIONAL SERVICES/CONTRACTS		
General Consulting/Industrial Hygienists	4,000	4,000
Risk and Safety Program Development	10,375	10,375
Risk and Safety Training Programs	<u>13,465</u>	<u>13,465</u>
	27,840	27,840
5149-001-024 PREVENTION SERVICES		
Ergonomic Training & Site Evaluation	2,945	2,945
Harassment Prevention Training	<u>4,000</u>	<u>4,000</u>
	6,945	6,945
5160-001-024 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	1,000	1,000
5161-001-024 MILEAGE REIMBURSEMENT		
Miscellaneous	200	200
5162-001-024 DUES AND SUBSCRIPTIONS		
Professional Organization Dues	1,000	1,000
Subscriptions, Services and Databases	<u>500</u>	<u>500</u>
	1,500	1,500
5166-001-024 OUTSIDE DUPLICATING		
Misc. Outside Duplicating	250	250
5167-001-024 ADVERTISING AND PRINTING		
Safety Training & Programs	150	150

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-024 RISK MANAGEMENT		
5173-001-024 OTHER TELEPHONE		
Cellular Phone Expenses	2,000	2,000
5180-001-024 RENT		
Equipment from Outside Vendors	1,000	1,000
5190-001-024 OTHER EXPENSE		
Contingency - Safety Committee	4,000	4,000
Safety Incentive & Awards Program	1,000	1,000
Unscheduled Hazardous Materials Storage & Disposal	2,000	2,000
	7,000	7,000
TOTAL, M & O	70,930	70,930
5125-001-024 BUILDING REPAIRS/MAINTENANCE	12,885	13,240
5164-001-024 EQUIPMENT EXPENSE	2,920	4,450
5165-001-024 DUPLICATING CENTER	635	480
5172-001-024 TELEPHONE	1,115	1,160
5175-001-024 MAIL SERVICES	280	215
5178-001-024 OFFICE AUTOMATION	8,195	7,285
5183-001-024 INSURANCE		
Property Insurance	540	590
TOTAL, INTERNAL SERVICE CHARGES	26,570	27,420
SUBTOTAL, RISK MANAGEMENT	433,215	428,165
5901-001-024 ALLOCATED IN		
Human Resources	29,050	39,620

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-024 RISK MANAGEMENT		
5902-001-024 ALLOCATED OUT		
Water	(22,435)	(21,795)
Wastewater	(22,435)	(21,795)
Liability Insurance	(248,565)	(248,120)
Workers' Compensation Insurance	(106,170)	(106,130)
Benefits Administration	(4,245)	(4,400)
Property Insurance	<u>(65,825)</u>	<u>(65,545)</u>
	(469,675)	(467,785)
 TOTAL, RISK MANAGEMENT	 (7,410)	 0



**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Department Summary**

INFORMATION SYSTEMS

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

BUDGET SUMMARY

	2009-10 Actual	2010-11 Actual	2011-12 Budget	2012-13 Budget
STAFFING:				
Regular Full-Time	23.0	23.0	12.0	12.0
Regular Part-Time (FTE)	0.0	0.0	0.0	0.0
Temporary Part-Time (FTE)	0.0	0.0	0.0	0.0
Department Total	<u>23.0</u>	<u>23.0</u>	<u>12.0</u>	<u>12.0</u>
BUDGET:				
Employee Services	2,113,881	2,157,161	1,200,820	1,235,150
Maintenance & Operations	414,001	477,253	132,935	133,685
Internal Service Charges	104,508	92,340	102,040	103,470
Allocations (Net)	<u>(621,588)</u>	<u>(643,930)</u>	<u>(518,910)</u>	<u>(503,945)</u>
Total Budget	<u>2,010,802</u>	<u>2,082,823</u>	<u>916,885</u>	<u>968,360</u>

DEPARTMENT PRIORITIES

- Administration: Ensure investments in technology continue to support the Council's desire to provide work efficiencies for staff and online access/services for the public
- Administration: Manage and supervise staff in the completion of information technology task for new City facilities
- Administration: Provide management, supervision and administrative support to all divisions within Information Systems as well as Duplicating, Mail and Telecom services
- Administration & Data Processing: Evaluate efficiencies within departments providing services to the public in order to provide more automated services to the citizens via the web site
- Data Processing: Maintain the level of service on all supported internal & external applications
- GIS: Support public safety applications, Citywide map applications and City Work's Asset Management application

MAJOR BUDGET IMPACTS

- Administration: Decrease in allocations out to Recycling & Housing
- Data Processing: Decrease in allocations out to Recycling & Housing
- GIS: None

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-031 INFO SYSTEMS/ADMINISTRATION		
5001-001-031 REGULAR FULL-TIME		
1 Director of Information Systems	137,035	149,640
1 Department Aide	32,615	33,920
1 Division Coordinator	43,865	47,900
Budget Adjustment-MOU Agreements (07-08)	7,175	0
Adjustments:		
Pay Reductions	<u>(10,675)</u>	<u>(11,460)</u>
	210,015	220,000
5025-001-031 EMPLOYEE OVERHEAD		
Existing Staff	98,480	88,515
Budget Adjustment-MOU Agreements (07-08)	(14,280)	0
Adjustments:		
Pay Reductions	<u>(3,560)</u>	<u>(2,920)</u>
	80,640	85,595
5030-001-031 FLEXIBLE BENEFITS	12,440	13,070
TOTAL, EMPLOYEE SERVICES	303,095	318,665
5101-001-031 OFFICE/OPERATING SUPPLIES		
ID Cards/Badge Printer Ribbons	3,000	3,000
Office Supplies	<u>1,225</u>	<u>1,225</u>
	4,225	4,225
5126-001-031 MAINTENANCE OF EQUIPMENT		
Printers	485	485
Security System Maintenance	<u>3,500</u>	<u>3,500</u>
	3,985	3,985
5131-001-031 PROFESSIONAL SERVICES/CONTRACTS		
Translation Service	10,000	10,000

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-031 INFO SYSTEMS/ADMINISTRATION		
5160-001-031 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	200	200
5163-001-031 AUTO ALLOWANCE		
Director of Information Systems	5,100	5,100
5173-001-031 OTHER TELEPHONE		
Cellular Telephone Expenses	2,200	2,200
TOTAL, M & O	25,710	25,710
5125-001-031 BUILDING REPAIRS/MAINTENANCE	56,525	58,340
5165-001-031 DUPLICATING CENTER	125	475
5172-001-031 TELEPHONE	2,020	2,055
5175-001-031 MAIL SERVICES	125	200
5178-001-031 OFFICE AUTOMATION	6,010	6,130
5183-001-031 INSURANCE		
Liability Insurance	3,660	3,910
Property Insurance	785	860
	4,445	4,770
TOTAL, INTERNAL SERVICE CHARGES	69,250	71,970
SUBTOTAL, INFO SYSTEMS/ADMINISTRATION	398,055	416,345
5902-001-031 ALLOCATED OUT		
Recycling	(1,585)	0
Housing	(5,050)	0

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**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-031 INFO SYSTEMS/ADMINISTRATION		
5902-001-031 ALLOCATED OUT (continued)		
Water	(21,190)	(21,760)
Wastewater	<u>(13,965)</u>	<u>(14,425)</u>
	(41,790)	(36,185)
 TOTAL, INFO SYSTEMS/ADMINISTRATION	 356,265	 380,160

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-032 INFO SYSTEMS/DATA PROCESSING		
5001-001-032 REGULAR FULL-TIME		
1 Applications Development Manager	93,785	102,410
1 Programmer Analyst I/II	56,150	58,395
1 Public Safety Systems Analyst	70,125	72,930
2 Systems Analyst I/II's	162,845	169,360
1 Web Design Technician II	49,630	51,615
Budget Adjustment-MOU Agreements (07-08)	14,535	0
Adjustments:		
Pay Reductions	<u>(21,625)</u>	<u>(22,490)</u>
	425,445	432,220
5020-001-032 OVERTIME		
Miscellaneous Overtime	1,000	1,000
5025-001-032 EMPLOYEE OVERHEAD		
Existing Staff	202,555	179,700
Overtime	35	40
Budget Adjustment-MOU Agreements (07-08)	(28,870)	0
Adjustments:		
Pay Reductions	<u>(7,205)</u>	<u>(5,730)</u>
	166,515	174,010
5030-001-032 FLEXIBLE BENEFITS	24,500	25,390
TOTAL, EMPLOYEE SERVICES	617,460	632,620
5101-001-032 OFFICE/OPERATING SUPPLIES		
Assessor Tapes	500	500
Office Supplies	<u>2,500</u>	<u>2,500</u>
	3,000	3,000
5126-001-032 MAINTENANCE OF EQUIPMENT		
Laser Printers	1,000	1,000
Server Maintenance	<u>6,000</u>	<u>6,000</u>
	7,000	7,000

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-032 INFO SYSTEMS/DATA PROCESSING		
5160-001-032 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	1,000	1,000
5162-001-032 DUES AND SUBSCRIPTIONS		
Trade Publications	205	205
5173-001-032 OTHER TELEPHONE		
Cellular Telephone Expenses	1,200	1,200
5193-001-032 SOFTWARE		
HRMS Portal Pack	3,450	3,450
Oracle Support License	34,500	34,500
PS Extended Enterprise Re-License	14,000	14,000
PS Portal Re-License	14,000	14,000
Software Annual Re-license	6,000	6,000
	71,950	71,950
TOTAL, M & O	84,355	84,355
5165-001-032 DUPLICATING CENTER	105	85
5172-001-032 TELEPHONE	2,275	2,315
5178-001-032 OFFICE AUTOMATION	13,240	12,335
5183-001-032 INSURANCE		
Liability Insurance	4,210	4,630
Property Insurance	785	860
	4,995	5,490
TOTAL, INTERNAL SERVICE CHARGES	20,615	20,225
SUBTOTAL, INFO SYSTEMS/DATA PROCESSING	722,430	737,200

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-032 INFO SYSTEMS/DATA PROCESSING		
5902-001-032 ALLOCATED OUT		
Community Services/Recreation	(4,335)	(3,920)
Housing	(2,585)	0
Recycling	(9,375)	0
Water	(209,390)	(211,640)
Canal	(1,750)	(1,580)
Lakes	(1,695)	(1,705)
Wastewater	(93,755)	(94,765)
Stormwater	(835)	(760)
	(323,720)	(314,370)
 TOTAL, INFO SYSTEMS/DATA PROCESSING	 398,710	 422,830

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-035 GEOGRAPHIC INFORMATION SYSTEMS		
5001-001-035 REGULAR FULL-TIME		
1 Geographic Information Systems Manager	80,995	84,235
1 GIS Analyst	70,125	72,930
1 GIS Tech I/II	47,235	49,125
Budget Adjustment-MOU Agreements (07-08)	6,640	0
Adjustments:		
Pay Reductions	<u>(10,710)</u>	<u>(11,140)</u>
	194,285	195,150
5025-001-035 EMPLOYEE OVERHEAD		
Existing Staff	94,340	82,870
Budget Adjustment-MOU Agreements (07-08)	(13,235)	0
Adjustments:		
Pay Reductions	<u>(3,570)</u>	<u>(2,840)</u>
	77,535	80,030
5030-001-035 FLEXIBLE BENEFITS		
Existing Staff	8,445	8,685
TOTAL, EMPLOYEE SERVICES	280,265	283,865
5101-001-035 OFFICE/OPERATING SUPPLIES		
General Office Supplies	500	500
Plotter Supplies	<u>1,500</u>	<u>1,500</u>
	2,000	2,000
5126-001-035 MAINTENANCE OF EQUIPMENT		
Plotter Service Contract	500	500
5160-001-035 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	750	1,500
5161-001-035 MILEAGE REIMBURSEMENT		
Miscellaneous	300	300

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-035 GEOGRAPHIC INFORMATION SYSTEMS		
5162-001-035 DUES AND SUBSCRIPTIONS	300	300
5193-001-035 SOFTWARE		
GIS Software Maintenance Agreement	19,020	19,020
TOTAL, M & O	22,870	23,620
5165-001-035 DUPLICATING CENTER	180	80
5172-001-035 TELEPHONE	760	770
5178-001-035 OFFICE AUTOMATION	8,450	7,370
5183-001-035 INSURANCE		
Liability Insurance	2,000	2,195
Property Insurance	785	860
	<u>2,785</u>	<u>3,055</u>
TOTAL, INTERNAL SERVICE CHARGES	12,175	11,275
SUBTOTAL, GEOGRAPHIC INFORMATION SYSTEMS	315,310	318,760
5902-001-035 ALLOCATED OUT		
Water	(53,690)	(53,685)
Wastewater	(53,690)	(53,685)
Capital Improvement Projects	(46,020)	(46,020)
	<u>(153,400)</u>	<u>(153,390)</u>
TOTAL, GEOGRAPHIC INFORMATION SYSTEMS	161,910	165,370



**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Department Summary**

LIBRARY

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

BUDGET SUMMARY

	2009-10 Actual	2010-11 Actual	2011-12 Revised	2012-13 Budget
STAFFING:				
Regular Full-Time	27.0	27.0	24.0	24.0
Regular Part-Time (FTE)	0.8	0.8	0.8	0.8
Temporary Part-Time (FTE)	20.3	20.3	19.3	19.3
Department Total	<u>48.1</u>	<u>48.1</u>	<u>44.1</u>	<u>44.1</u>
BUDGET:				
Employee Services	2,563,221	2,458,579	2,340,490	2,320,355
Maintenance & Operations	285,260	245,057	275,465	275,775
Internal Service Charges	485,254	402,639	604,175	542,370
Allocations	0	0	0	10,960
Total Budget	<u>3,333,735</u>	<u>3,106,275</u>	<u>3,220,130</u>	<u>3,149,460</u>

DEPARTMENT PRIORITIES

- Develop a 2 year strategic plan, that will focus on the users, to provide for rapidly changing resources. Include a feasibility study of Sunday hours. Align our programs, collections and services to better fit community needs
- Develop a 2 year technology plan to provide for the rapid pace of changing technology, in order to meet the present and future community needs
- Evaluate the need, in the community, for the bookmobile and develop a plan to best utilize it

MAJOR BUDGET IMPACTS

- Decrease in Deputy City Librarian positions
- Decrease in office automation internal service charges
- Increase of allocation in from Community Services/Admin.

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-104 LIBRARY		
5001-001-104 REGULAR FULL-TIME		
1 City Librarian	95,535	96,000
1 Division Coordinator	41,700	45,620
1 Deputy City Librarian	151,170	80,400
4 Librarian I/II's	168,945	223,720
3 Library Associates	117,395	122,090
2 Library Customer Service Supervisor	101,800	105,870
2 Library Technicians	94,530	98,310
1 Literacy Services Coordinator	65,115	67,720
3 Senior Librarians (1 to 001-407, Temporary Assignment)	189,295	196,870
5 Senior Library Associates	228,370	237,500
1 Senior Library Customer Service Supervisor	56,215	58,470
Bilingual Pay	6,500	6,500
Budget Adjustment-MOU Agreements (07-08)	48,700	0
Adjustments:		
Pay Reductions	<u>(77,610)</u>	<u>(79,565)</u>
	1,287,660	1,259,505
5003-001-104 REGULAR PART TIME		
1 Library Volunteer Coordinator (0.75)	34,585	35,970
Adjustments:		
Pay Reductions	<u>(2,295)</u>	<u>(2,390)</u>
	32,290	33,580
5004-001-104 TEMPORARY PART-TIME		
1 Graphics Technician	18,155	18,160
1 Sr. Library Associate (w/PERS)	26,140	0
2 Department Specialists - Security (42 hrs weekly)	24,670	25,395
3 Librarians	60,005	66,005
4 Circulation Assistants	44,525	46,300
5 Library Pages	43,895	45,620
11 Library Associates	168,830	184,835
Bilingual Pay	<u>2,600</u>	<u>600</u>
	388,820	386,915
5020-001-104 OVERTIME		
Overtime	3,500	1,500

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-104 LIBRARY		
5025-001-104 EMPLOYEE OVERHEAD		
Existing Staff	672,535	592,690
Temporary Positions	48,835	37,490
Overtime/Bilingual Pay	3,455	2,865
Budget Adjustment-MOU Agreements (07-08)	(97,575)	0
Adjustments:		
Pay Reductions	(26,625)	(20,880)
	600,625	612,165
5030-001-104 FLEXIBLE BENEFITS	27,595	26,690
TOTAL, EMPLOYEE SERVICES	2,340,490	2,320,355
5101-001-104 OFFICE/OPERATING SUPPLIES		
Book Jackets, Postage, Art, Computer Supplies, Misc.	15,000	15,000
5126-001-104 MAINTENANCE OF EQUIPMENT		
Calendar/Room Reserve Agreement	3,240	3,240
Cataloging System	17,750	18,500
Filtering/Internet Management	2,000	2,000
Library Computer Maintenance Agreement	38,145	41,270
Mailing Equipment Service Agreement	2,440	2,440
Main Library Security System	3,875	3,875
Micro Fiche Reader Maintenance	1,300	1,560
Office Machine Maintenance	1,550	1,550
Other Equipment Repairs	2,700	4,000
Self Checkout Maintenance Agreement	7,500	7,500
Automated Renewal	0	2,740
	80,500	88,675
5131-001-104 PROFESSIONAL SERVICES/CONTRACTS		
Internet Access	8,000	9,000
Literacy Program	1,000	0
	9,000	9,000
5159-001-104 OTHER MAIL		
Postage	5,000	5,000

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-104 LIBRARY		
5160-001-104 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	150	150
5162-001-104 DUES AND SUBSCRIPTIONS		
Serra Membership	6,070	6,070
Califa Purchasing Consortium	400	400
	6,470	6,470
5166-001-104 OUTSIDE DUPLICATING		
Library Brochure, Cards, Stationary	100	450
5167-001-104 ADVERTISING AND PRINTING		
Miscellaneous	100	100
5170-001-104 UTILITIES		
Gas/Electric	107,000	99,630
Mathes Center (50%)	7,600	7,640
Annex	2,205	2,230
	116,805	109,500
5173-001-104 OTHER TELEPHONE		
Call Processing/Repairs	150	150
Cell Phones	720	380
	870	530
5190-001-104 OTHER EXPENSE		
Volunteer Recognition	2,100	2,000
5193-001-104 SOFTWARE		
Computer Software Maintenance & Subscriptions	39,370	38,900
TOTAL, M & O	275,465	275,775

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-104 LIBRARY		
5125-001-104 BUILDING REPAIRS/MAINTENANCE	249,925	237,755
5164-001-104 EQUIPMENT EXPENSE	10,405	14,230
5165-001-104 DUPLICATING CENTER	19,000	18,850
5172-001-104 TELEPHONE	31,925	24,580
5178-001-104 OFFICE AUTOMATION	214,755	171,540
5183-001-104 INSURANCE		
Liability Insurance	42,000	36,965
Property Insurance	36,165	38,450
	78,165	75,415
TOTAL, INTERNAL SERVICE CHARGES	604,175	542,370
SUBTOTAL, LIBRARY	3,220,130	3,138,500
5901-001-104 ALLOCATED IN		
Community Services/Administration	0	10,960
TOTAL, LIBRARY	3,220,130	3,149,460



**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Department Summary**

OLDER ADULT SERVICES

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

BUDGET SUMMARY

	2009-10 Actual	2010-11 Actual	2011-12 Revised	2012-13 Budget
STAFFING:				
Regular Full-Time	2.0	2.0	2.0	3.0
Regular Part-Time (FTE)	0.6	0.6	0.6	0.0
Temporary Part-Time (FTE)	0.2	0.2	0.2	1.3
Department Total	<u>2.8</u>	<u>2.8</u>	<u>2.8</u>	<u>4.3</u>
BUDGET:				
Employee Services	216,060	222,244	262,970	267,550
Maintenance & Operations	97,560	86,390	89,720	83,220
Internal Service Charges	330,864	286,824	301,335	293,030
Allocations (net)	0	0	(50,000)	(60,375)
Total Budget	<u>644,484</u>	<u>595,459</u>	<u>604,025</u>	<u>583,425</u>

DEPARTMENT PRIORITIES

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

MAJOR BUDGET IMPACTS

- Increase in temporary part-time positions
- Decrease in professional services
- Decrease in building maintenance internal service charges
- Increase in allocation out to Community Services/Admin.

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-105 OLDER ADULT SERVICES		
5001-001-105 REGULAR FULL-TIME		
1 Older Adult Services Manager	70,585	84,420
1 Program Administrator	63,970	69,855
1 Administrative Aide (0.60 001-105; 0.40 CDBG Projects)	0	19,385
Reorganization Contingency	50,000	0
Budget Adjustment-MOU Agreements (07-08)	5,405	0
Adjustments:		
Pay Reductions	<u>(6,730)</u>	<u>(8,285)</u>
	183,230	165,375
5003-001-105 REGULAR PART-TIME		
1 Administrative Aide (0.90) (0.60 001-105; 0.40 CDBG Projects)	15,975	0
Adjustments:		
Pay Reductions	<u>(1,060)</u>	<u>0</u>
	14,915	0
5004-001-105 TEMPORARY PART-TIME		
1 Senior Service Aide w/PARS - Dance Program	3,000	3,000
1 Department Specialist	<u>0</u>	<u>22,500</u>
	3,000	25,500
5025-001-105 EMPLOYEE OVERHEAD		
Existing Staff	67,160	69,450
Temporary Positions	225	1,340
Budget Adjustment-MOU Agreements (07-08)	(10,745)	0
Adjustments:		
Pay Reductions	<u>(2,595)</u>	<u>(2,110)</u>
	54,045	68,680
5030-001-105 FLEXIBLE BENEFITS		
Flexible Benefits	7,780	7,995
TOTAL, EMPLOYEE SERVICES	262,970	267,550

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-105 OLDER ADULT SERVICES		
5101-001-105 OFFICE/OPERATING SUPPLIES		
General Office Supplies	2,500	2,500
General Operating Supplies	5,150	5,150
	7,650	7,650
5126-001-105 MAINTENANCE OF EQUIPMENT		
Equipment Repair	500	500
Printer/FAX Service Contracts	250	250
	750	750
5131-001-105 PROFESSIONAL SERVICES/CONTRACTS		
Building (Security, Maintenance)	3,000	3,000
Entertainment for Quarterly Events	500	500
Piano Tuning	400	400
Saturday Night Dances	11,500	5,000
	15,400	8,900
5160-001-105 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	1,200	1,200
5162-001-105 DUES AND SUBSCRIPTIONS		
Newspapers	800	800
Professional Organization Dues	290	290
	1,090	1,090
5170-001-105 UTILITIES		
Gas and Electric/Buildings	52,950	52,950
Gas and Electric/Shuffleboard Court	9,210	9,210
	62,160	62,160
5173-001-105 OTHER TELEPHONE		
ATEL Repair Expenses	200	200
Cellular Phone Expenses	1,270	1,270
	1,470	1,470
TOTAL, M & O	89,720	83,220

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-105 OLDER ADULT SERVICES		
5125-001-105 BUILDING REPAIRS/MAINTENANCE	261,350	255,795
5165-001-105 DUPLICATING CENTER	12,095	11,750
5172-001-105 TELEPHONE	7,830	8,605
5175-001-105 MAIL SERVICES	1,770	965
5178-001-105 OFFICE AUTOMATION	8,530	7,455
5183-001-105 INSURANCE		
Liability Insurance	5,260	3,460
Property Insurance	4,500	5,000
	<u>9,760</u>	<u>8,460</u>
TOTAL, INTERNAL SERVICE CHARGES	301,335	293,030
SUBTOTAL, OLDER ADULT SERVICES	654,025	643,800
5902-001-105 ALLOCATED OUT		
Community Services/Administration	(50,000)	(60,375)
TOTAL, OLDER ADULT SERVICES	604,025	583,425

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Department Summary**

SENIOR NUTRITION CENTER

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

BUDGET SUMMARY

	2009-10 Actual	2010-11 Actual	2011-12 Revised	2012-13 Budget
STAFFING:				
Regular Full-Time	0.0	0.0	0.0	0.0
Regular Part-Time (FTE)	0.0	0.0	0.0	0.0
Temporary Part-Time (FTE)	1.8	1.8	1.7	1.7
Department Total	<u>1.8</u>	<u>1.8</u>	<u>1.7</u>	<u>1.7</u>
BUDGET:				
Employee Services	40,539	40,891	40,970	40,775
Maintenance & Operations	188,841	183,915	212,410	202,375
Internal Service Charges	5,208	5,184	5,800	6,290
Total Budget	<u>234,588</u>	<u>229,990</u>	<u>259,180</u>	<u>249,440</u>

DEPARTMENT PRIORITIES

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

MAJOR BUDGET IMPACTS

- Decrease in professional services

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-107 SENIOR NUTRITION CENTER		
5004-001-107 TEMPORARY PART-TIME		
Department Specialist	16,280	16,280
Senior Service Aides	18,250	18,250
	34,530	34,530
5025-001-107 EMPLOYEE OVERHEAD		
Temporary Positions (with PARS)	1,385	1,565
Temporary Positions (with PERS)	5,055	4,680
	6,440	6,245
TOTAL, EMPLOYEE SERVICES	40,970	40,775
5101-001-107 OFFICE/OPERATING SUPPLIES		
General Operating Supplies	6,570	6,570
Sanitizer Chemical Service	650	650
Soft Water Service	1,090	1,090
	8,310	8,310
5126-001-107 MAINTENANCE OF EQUIPMENT		
Appliances/Grease Trap	1,750	1,750
Refrigeration/Freezers	1,200	1,200
	2,950	2,950
5131-001-107 PROFESSIONAL SERVICES/CONTRACTS		
Meal Contract	88,700	88,895
Meal Delivery	2,520	2,520
Transportation Contract	95,400	95,400
Budget Adjustment-Providing meals (07-05)	10,230	0
	196,850	186,815
5160-001-107 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	1,200	1,200

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-107 SENIOR NUTRITION CENTER		
5190-001-107 OTHER EXPENSE		
Laundry Service	3,100	3,100
TOTAL, M & O	212,410	202,375
5172-001-107 TELEPHONE	2,470	2,715
5178-001-107 OFFICE AUTOMATION	1,220	1,245
5183-001-107 INSURANCE		
Liability Insurance	1,580	1,725
Property Insurance	530	605
	<u>2,110</u>	<u>2,330</u>
TOTAL, INTERNAL SERVICE CHARGES	5,800	6,290
TOTAL, SENIOR NUTRITION CENTER	259,180	249,440



**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Department Summary**

PLANNING

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

BUDGET SUMMARY

	2009-10 Actual	2010-11 Actual	2011-12 Revised	2012-13 Budget
STAFFING:				
Regular Full-Time	13.0	12.0	12.0	12.0
Regular Part-Time (FTE)	1.4	0.5	0.5	0.5
Temporary Part-Time (FTE)	0.9	0.9	0.9	0.9
Department Total	15.3	13.4	13.4	13.4
BUDGET:				
Employee Services	1,415,783	1,159,511	1,179,545	1,213,730
Maintenance & Operations	54,029	53,949	87,890	74,290
Capital	0	0	0	12,000
Internal Service Charges	152,784	135,384	154,435	164,425
Allocations (Net)	(178,355)	(147,448)	(159,235)	(160,925)
Total Budget	1,444,241	1,201,396	1,262,635	1,303,520

DEPARTMENT PRIORITIES

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

MAJOR BUDGET IMPACTS

- Decrease in professional services
- Increase in computer equipment
- Increase in internal service charges

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-200 PLANNING		
5001-001-200 REGULAR FULL-TIME		
1 Director of Community Development	122,000	133,225
1 Administrative Coordinator	52,140	54,225
2 Assistant Planner I/II's	121,010	125,850
1 Associate Planner	67,680	70,385
3 Department Assistants	108,325	111,035
1 Development Technician I/II	53,445	55,585
2 Principal Planners	168,275	175,005
1 Senior Graphics/GIS Technician	57,555	59,855
Bilingual Pay	1,950	1,950
Budget Adjustment-MOU Agreements (07-08)	25,710	0
Adjustments:		
Pay Reductions	<u>(42,465)</u>	<u>(44,395)</u>
	735,625	742,720
5003-001-200 REGULAR PART-TIME		
1 GIS/Graphics Technician I (.50)	23,620	24,565
Adjustments:		
Pay Reductions	<u>(1,580)</u>	<u>(1,640)</u>
	22,040	22,925
5004-001-200 TEMPORARY PART-TIME	18,000	18,000
5020-001-250 OVERTIME	3,000	3,000
5025-001-200 EMPLOYEE OVERHEAD		
Existing Staff	436,420	407,975
Temporary Part-Time/Bilingual Pay/Overtime	2,175	2,075
Budget Adjustment-MOU Agreements (07-08)	(51,410)	0
Adjustments:		
Pay Reductions	<u>(15,225)</u>	<u>(12,855)</u>
	371,960	397,195
5030-001-200 FLEXIBLE BENEFITS	28,920	29,890
TOTAL, EMPLOYEE SERVICES	1,179,545	1,213,730

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-200 PLANNING		
5101-001-200 OFFICE/OPERATING SUPPLIES		
Boards and Commissions Supplies	775	775
General Office Supplies	5,575	5,575
Graphic Supplies/Blue Prints	1,650	1,650
	8,000	8,000
5126-001-200 MAINTENANCE OF EQUIPMENT		
Maintenance/Repair for Computers, Printers, FAX, Monitors, TV, VCR and Color Printer	3,500	3,500
Other Small Equipment Maintenance	1,000	1,000
Typewriter Maintenance	500	500
	5,000	5,000
5131-001-200 PROFESSIONAL SERVICES/CONTRACTS		
California Department of Fish & Game Filing Fee	8,540	8,540
Contract Consultant Services (Priority Projects)	1,000	1,000
County Assessor Fees	2,500	2,500
Planning Commissioner & Design Review Board Stipend	33,600	16,800
Temporary Clerical Help	550	550
	46,190	29,390
5160-001-200 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	2,000	2,000
5161-001-200 MILEAGE REIMBURSEMENT		
Miscellaneous	500	500
5162-001-200 DUES AND SUBSCRIPTIONS		
American Institute of Certified Planners	740	740
American Planning Association Dues	1,840	1,840
Trade Publications	420	420
	3,000	3,000
5163-001-200 AUTO ALLOWANCE		
Director of Community Development	5,100	5,100

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-200 PLANNING		
5167-001-200 ADVERTISING AND PRINTING		
Legal Advertising/Printing	10,000	10,000
5173-001-200 OTHER TELEPHONE		
Cellular Phone Service	1,500	1,500
5193-001-200 SOFTWARE		
CRW Planning Trakit	4,600	7,800
Graphics Software Upgrades	2,000	2,000
	6,600	9,800
TOTAL, M & O	87,890	74,290
5206-001-300 COMPUTER EQUIPMENT		
Graphics Network Computer Server	0	12,000
TOTAL, CAPITAL	0	12,000
5125-001-200 BUILDING REPAIRS/MAINTENANCE	69,480	71,830
5164-001-200 EQUIPMENT EXPENSE	3,360	3,115
5165-001-200 DUPLICATING CENTER	18,975	22,425
5172-001-200 TELEPHONE	6,320	6,425
5175-001-200 MAIL SERVICES	12,995	14,475
5178-001-200 OFFICE AUTOMATION	25,340	28,405

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-200 PLANNING		
5183-001-200 INSURANCE		
Liability Insurance	13,250	12,585
Property Insurance	4,715	5,165
	<u>17,965</u>	<u>17,750</u>
TOTAL, INTERNAL SERVICE CHARGES	154,435	164,425
SUBTOTAL, PLANNING	1,421,870	1,464,445
5902-001-200 ALLOCATED OUT		
Water	(72,380)	(73,225)
Wastewater	(72,380)	(73,225)
Capital Improvement Projects/Public Works	(14,475)	(14,475)
	<u>(159,235)</u>	<u>(160,925)</u>
TOTAL, PLANNING	1,262,635	1,303,520



**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Department Summary**

CODE ENFORCEMENT

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

BUDGET SUMMARY

	2009-10 Actual	2010-11 Actual	2011-12 Revised	2012-13 Budget
STAFFING:				
Regular Full-Time	12.0	7.0	7.0	8.0
Regular Part-Time (FTE)	0.0	0.0	0.0	0.0
Temporary Part-Time (FTE)	5.6	9.9	9.9	9.9
Department Total	<u>17.6</u>	<u>16.9</u>	<u>16.9</u>	<u>17.9</u>
BUDGET:				
Employee Services	964,907	712,592	759,985	867,005
Maintenance & Operations	22,403	23,570	53,265	78,665
Internal Service Charges	200,544	188,460	193,985	179,970
Allocations (Net)	<u>(122,280)</u>	<u>(114,240)</u>	<u>(118,945)</u>	<u>(134,910)</u>
Total Budget	1,065,574	810,382	888,290	990,730

DEPARTMENT PRIORITIES

- Participate in statewide Abandoned Vehicle Abatement Program (AVA) to remove inoperative, abandoned and dismantled vehicles from private properties
- Process applications, approvals, renewals and issuances of business licenses for businesses operating within the City of Escondido
- Enforce codes and standards for maintenance and regulation of property, buildings, structures and uses
- Enforce Title 25 in all mobilehome parks located within the City of Escondido
- Enforce Shopping Cart containment plan, including retrieval of abandoned shopping carts

MAJOR BUDGET IMPACTS

- Added 1 Sr. Code Enforcement Officer
- Final implementation of the updated CRW TraKit system includes the purchase of 13 iPads & printers for field staff and wireless internet/phone service fees
- Decrease in internal service charges
- Increase in allocations out to Water & Wastewater

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-250 CODE ENFORCEMENT		
5001-001-250 REGULAR FULL-TIME		
1 Code Enforcement Manager	77,500	80,595
1 Code Enforcement Assistant I/II	35,630	33,610
1 Code Enforcement Associate	65,115	67,720
1 Code Enforcement Officer II	57,555	59,855
2 Customer Service Representative I/ II's	77,635	76,850
2 Senior Code Enforcement Officers	66,745	138,830
Bilingual Pay	4,550	4,550
Budget Adjustment-MOU Agreements (07-08)	12,610	0
Adjustments:		
Pay Reductions	<u>(23,865)</u>	<u>(29,205)</u>
	373,475	432,805
5004-001-250 TEMPORARY PART-TIME		
Temporary AVA Officer	25,000	25,000
Temporary Officers	160,000	160,000
Temporary Staff	<u>12,000</u>	<u>12,000</u>
	197,000	197,000
5020-001-250 OVERTIME		
	2,000	2,000
5025-001-250 EMPLOYEE OVERHEAD		
Existing Staff	189,740	209,000
Temporary Part-Time/Bilingual Pay/Overtime	22,835	23,805
Budget Adjustment-MOU Agreements (07-08)	(25,235)	0
Adjustments:		
Pay Reductions	<u>(8,445)</u>	<u>(8,680)</u>
	178,895	224,125
5030-001-250 FLEXIBLE BENEFITS		
	8,615	11,075
TOTAL, EMPLOYEE SERVICES	759,985	867,005
5101-001-250 OFFICE/OPERATING SUPPLIES		
Office Supplies	11,000	11,000
Uniforms	<u>1,200</u>	<u>1,200</u>
	12,200	12,200

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-250 CODE ENFORCEMENT		
5126-001-250 MAINTENANCE OF EQUIPMENT		
Computer/ Monitor Repair Maintenance	2,000	2,000
Laser Printer & Color Printer Maintenance	1,000	1,000
	3,000	3,000
5131-001-250 PROFESSIONAL SERVICES/CONTRACTS		
AB 925 Program	1,000	1,000
Abatement: Substandard Buildings	5,115	5,115
Attire Contract	3,500	3,500
Title Reports	500	500
	10,115	10,115
5160-001-250 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	2,500	2,500
5162-001-250 DUES AND SUBSCRIPTIONS		
Professional Organization Dues	1,500	1,500
Trade Publications	350	350
	1,850	1,850
5167-001-250 ADVERTISING AND PRINTING		
Business Cards	200	200
Business License Forms/Applications, etc.	1,000	1,000
Council Work Program Projects	400	400
Standard Forms/Notice of Violations	400	400
	2,000	2,000
5173-001-250 OTHER TELEPHONE		
Cellular Phone Service	6,000	6,000
Wireless Service (Ipad TraKit)	0	4,000
	6,000	10,000
5193-001-250 SOFTWARE		
Case Tracking Software Maintenance (CRW)	15,600	22,000

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-250 CODE ENFORCEMENT		
5194-001-250 MINOR OFFICE EQUIPMENT		
Ipad 2's w/accessories (13)	0	15,000
TOTAL, M & O	53,265	78,665
5125-001-250 BUILDING REPAIRS/MAINTENANCE	28,760	30,030
5164-001-250 EQUIPMENT EXPENSE	63,640	49,800
5165-001-250 DUPLICATING CENTER	6,910	7,380
5172-001-250 TELEPHONE	5,055	5,140
5174-001-250 RADIO COMMUNICATIONS	4,980	5,160
5175-001-250 MAIL SERVICES	34,830	32,960
5178-001-250 OFFICE AUTOMATION	21,850	21,035
5183-001-250 INSURANCE		
Liability Insurance	26,270	26,615
Property Insurance	1,690	1,850
	27,960	28,465
TOTAL, INTERNAL SERVICE CHARGES	193,985	179,970
SUBTOTAL, CODE ENFORCEMENT	1,007,235	1,125,640
5902-001-250 ALLOCATED OUT		
Water	(85,600)	(93,740)
Wastewater	(33,345)	(41,170)
	(118,945)	(134,910)
TOTAL, CODE ENFORCEMENT	888,290	990,730

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Department Summary**

BUILDING

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

BUDGET SUMMARY

	2009-10 Actual	2010-11 Actual	2011-12 Revised	2012-13 Budget
STAFFING:				
Regular Full-Time	8.0	7.0	7.0	7.0
Regular Part-Time (FTE)	0.0	0.0	0.0	0.0
Temporary Part-Time (FTE)	0.0	0.0	0.0	0.0
Department Total	<u>8.0</u>	<u>7.0</u>	<u>7.0</u>	<u>7.0</u>
BUDGET:				
Employee Services	675,165	664,007	679,795	693,285
Maintenance & Operations	56,529	50,030	87,170	91,570
Capital	0	0	0	12,000
Internal Service Charges	98,736	82,536	91,195	92,030
Allocations (Net)	<u>(178,428)</u>	<u>(156,852)</u>	<u>(163,840)</u>	<u>(164,530)</u>
Total Budget	<u>652,002</u>	<u>639,721</u>	<u>694,320</u>	<u>724,355</u>

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 software
- Purchase of microfiche/printer machine for use by the public to research old building permits & building plans

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-300 BUILDING		
5001-001-300 REGULAR FULL-TIME		
1 Building Official	92,210	95,900
2 Building Inspector II's	127,060	132,140
1 Deputy Building Official	72,000	74,880
2 Development Technician II's	106,890	111,165
1 Sr. Building Inspector	70,125	72,930
Bilingual Pay	2,600	2,600
Certification Pay	7,500	7,500
Budget Adjustment-MOU Agreements (07-08)	15,560	0
Adjustments:		
Pay Reductions	<u>(28,520)</u>	<u>(29,665)</u>
	465,425	467,450
5020-001-300 OVERTIME	5,000	5,000
5025-001-300 EMPLOYEE OVERHEAD		
Existing Staff	235,385	214,435
Overtime/Bilingual Pay/Certification Pay	3,795	3,135
Budget Adjustment-MOU Agreements (07-08)	(31,170)	0
Adjustments:		
Pay Reductions	<u>(9,850)</u>	<u>(8,265)</u>
	198,160	209,305
5030-001-300 FLEXIBLE BENEFITS	11,210	11,530
TOTAL, EMPLOYEE SERVICES	679,795	693,285
5101-001-300 OFFICE/OPERATING SUPPLIES		
Disaster Damage Assessment Supplies	500	500
General Office Supplies	4,000	4,000
International Building Safety Week	300	300
Technical Manuals	200	200
	<u>5,000</u>	<u>5,000</u>

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-300 BUILDING		
5126-001-300 MAINTENANCE OF EQUIPMENT		
Computer/Monitor Maintenance Repair	2,500	2,500
Office Equipment Maintenance	800	800
	3,300	3,300
5131-001-300 PROFESSIONAL SERVICES/CONTRACTS		
Attire Contract	1,200	1,200
Esgil/Plan Check, General	50,000	50,000
Temporary Building Inspector/Contract Services	11,520	11,520
	62,720	62,720
5160-001-300 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	5,000	5,000
5162-001-300 DUES AND SUBSCRIPTIONS		
ICBO Certificates/Renewals	500	500
ICBO Evaluation Report Service	150	150
Professional Organization Dues	1,200	1,200
Trade Publications	100	100
	1,950	1,950
5167-001-300 ADVERTISING AND PRINTING		
Forms, Business Cards, Correction Notices, Stop Work, Etc.	1,500	1,500
5173-001-300 OTHER TELEPHONE		
Cellular Phone Service	3,100	3,100
Wireless Service (Ipad TraKit)	0	1,200
	3,100	4,300
5193-001-300 SOFTWARE		
Permit Tracking Software Maintenance (CRW)	4,600	7,800
TOTAL, M & O	87,170	91,570

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-300 BUILDING		
5205-001-300 OFFICE FURNITURE & EQUIPMENT		
Microfiche Reader/Printer	0	12,000
TOTAL, CAPITAL	0	12,000
5125-001-300 BUILDING REPAIRS/MAINTENANCE	29,075	29,705
5164-001-300 EQUIPMENT EXPENSE	23,355	22,175
5165-001-300 DUPLICATING CENTER	4,070	4,755
5172-001-300 TELEPHONE	3,790	3,855
5175-001-300 MAIL SERVICES	705	680
5178-001-300 OFFICE AUTOMATION	17,060	17,390
5183-001-300 INSURANCE		
Liability Insurance	11,470	11,640
Property Insurance	1,670	1,830
	<u>13,140</u>	<u>13,470</u>
TOTAL, INTERNAL SERVICE CHARGES	91,195	92,030
SUBTOTAL, BUILDING	858,160	888,885
5902-001-300 ALLOCATED OUT		
Water	(81,920)	(82,265)
Wastewater	(81,920)	(82,265)
	<u>(163,840)</u>	<u>(164,530)</u>
TOTAL, BUILDING	694,320	724,355

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Department Summary**

ENGINEERING

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

BUDGET SUMMARY

	2009-10 Actual	2010-11 Actual	2011-12 Revised	2012-13 Budget
STAFFING:				
Regular Full-Time	23.0	23.0	24.0	24.0
Temporary Part-Time (FTE)	4.8	5.5	5.5	9.4
Department Total	<u>27.8</u>	<u>28.5</u>	<u>29.5</u>	<u>33.4</u>
BUDGET:				
Employee Services	2,516,550	2,522,790	2,606,240	2,756,050
Maintenance & Operations	147,732	241,777	284,750	263,820
Internal Service Charges	504,156	363,660	394,365	431,315
Allocations (Net)	<u>(1,219,577)</u>	<u>(1,618,049)</u>	<u>(1,403,755)</u>	<u>(1,520,670)</u>
Total Budget	<u>1,948,861</u>	<u>1,510,178</u>	<u>1,881,600</u>	<u>1,930,515</u>

DEPARTMENT PRIORITIES

- Design, bid and construct 5 major Capital Improvement Projects with significant support from private consultants
- Go live with in-field inspections using new I-Phone/I-Pad equipment
- Prepare and process a Traffic Signal/Signal Modification Priority list
- Streamline regulations to expedite permit processing within priority areas
- Repair 5% of City streets to a pavement condition index of "good"

MAJOR BUDGET IMPACTS

- Increase in temporary part-time positions & overtime
- Decrease in rent on leased property
- Increase in telephone internal service charges
- Increase in allocation out to capital improvement projects
- Increase in allocation in from Successor Agency-Housing

CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail

	<u>2011-12</u> <u>REVISED</u>	<u>2012-13</u> <u>BUDGET</u>
001-402 ENGINEERING		
5001-001-402 REGULAR FULL-TIME		
1 Director of Engineering Services	129,135	141,020
1 Deputy Director of Engineering	116,215	120,865
2 Administrative Assistants	65,425	69,825
1 Administrative Coordinator	52,140	54,225
1 Assistant City Engineer	98,525	102,465
4 Associate Engineers	334,015	340,060
1 Design & Construction Projects Manager	98,365	102,300
1 Department Assistant	37,825	39,335
1 Development Technician I/II	50,905	52,935
2 Engineer II 's	147,350	153,240
5 Field Engineering Inspector I/II's	293,085	304,810
1 Field Engineering Supervisor	75,255	78,265
1 Parks and Open Space Administrator	75,255	78,265
1 Parks and Open Space Supervisor	68,415	71,150
1 Real Property Manager	82,595	98,690
Bilingual Pay	7,150	7,150
Budget Adjustment-MOU Agreements (07-08)	56,865	0
Adjustments:		
Pay Reductions	<u>(103,605)</u>	<u>(107,470)</u>
	1,684,915	1,707,130
5004-001-402 TEMPORARY PART-TIME		
Department Specialists (Real Property & CIP Projects)	110,000	187,340
5020-001-402 OVERTIME		
	35,000	50,000
5025-001-402 EMPLOYEE OVERHEAD		
Existing Staff	848,540	759,535
Temporary Positions	21,250	25,220
Overtime/Bilingual Pay	4,565	4,525
Budget Adjustment-MOU Agreements (07-08)	(113,560)	0
Adjustments:		
Pay Reductions	<u>(36,565)</u>	<u>(31,540)</u>
	724,230	757,740
5030-001-402 FLEXIBLE BENEFITS		
	52,095	53,840
TOTAL, EMPLOYEE SERVICES	2,606,240	2,756,050

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-402 ENGINEERING		
5101-001-402 OFFICE/OPERATING SUPPLIES		
Bond Paper/Mylar Rolls (Design)	1,000	1,000
CTSS Supplies	1,000	1,000
Drafting Supplies	500	500
Field Engineering Uniforms	2,500	2,500
General Office Supplies	2,200	2,200
Imaging Fees (Office)	1,500	1,500
LMD Supplies	500	500
Personal Computer Supplies	750	750
Plotter Supplies (Paper/Pens)	1,500	1,500
Printer Paper	1,250	1,250
Safety Items	500	500
Sepia Prints - Subdivisions	500	500
Small Tools/Field Office	1,000	1,000
Survey Crew Supplies	1,000	1,000
Transportation & Community Safety Commission	500	500
	16,200	16,200
5126-001-402 MAINTENANCE OF EQUIPMENT		
Microfiche Reader/Printer	600	600
Office Equipment	500	500
PC Repairs	500	500
Printer/Plotter Service Contract	1,350	1,350
Survey Equipment Maintenance	850	850
	3,800	3,800
5131-001-402 PROFESSIONAL SERVICES/CONTRACTS		
Appraisal Services	4,000	4,000
Engineering Services	108,000	108,000
Laboratory Soil Testing	3,000	3,000
SANDAG Traffic Model	1,500	1,500
Temporary Help-Employment Service	1,000	1,000
Traffic Counts (CTSS)	3,000	3,000
	120,500	120,500
5160-001-402 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	4,000	4,000
Notary Training	0	550
	4,000	4,550

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-402 ENGINEERING		
5161-001-402 MILEAGE REIMBURSEMENT		
Miscellaneous	1,000	1,000
5162-001-402 DUES AND SUBSCRIPTIONS		
American Public Works Association	500	500
California Parks and Recreation Society	300	300
Professional Organization Dues	500	1,020
Technical Publications	400	400
	1,700	2,220
5163-001-402 AUTO ALLOWANCE		
Director of Engineering	5,100	5,100
Deputy Director of Engineering	5,100	5,100
	10,200	10,200
5166-001-402 OTHER DUPLICATING		
CIP Plans	3,000	3,000
Outside Copying	500	500
	3,500	3,500
5173-001-402 OTHER TELEPHONE		
Mobile Telephone Expenses	18,000	30,000
5180-001-402 RENT		
Property Lease	85,000	50,000
5190-001-402 OTHER EXPENSES		
County of San Diego Vector Control	2,800	2,800
Professional Engineering Registration Fee	750	750
Real Estate Taxes	6,500	6,500
	10,050	10,050

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-402 ENGINEERING		
5193-001-402 SOFTWARE		
Autocad Licenses	2,500	2,500
Misc. Software	300	300
Trakit Annual Maintenance Fee	6,000	7,000
	8,800	9,800
5194-001-402 MINOR OFFICE EQUIPMENT		
Ergonomic Studies/Supplies	500	500
Laptop Replacement	1,500	0
Video Conferencing	0	1,500
	2,000	2,000
TOTAL, M & O	284,750	263,820
5125-001-402 BUILDING REPAIRS/MAINTENANCE	161,045	167,285
5164-001-402 EQUIPMENT EXPENSE	77,700	76,410
5165-001-402 DUPLICATING CENTER	13,280	13,465
5172-001-402 TELEPHONE	13,140	59,515
5174-001-402 RADIO COMMUNICATIONS	2,075	2,150
5175-001-402 MAIL SERVICES	3,960	2,765
5178-001-402 OFFICE AUTOMATION	42,320	44,550
5183-001-402 INSURANCE		
Liability Insurance	71,480	54,920
Property Insurance	9,365	10,255
	80,845	65,175
TOTAL, INTERNAL SERVICE CHARGES	394,365	431,315
SUBTOTAL, ENGINEERING	3,285,355	3,451,185

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-402 ENGINEERING		
5901-001-402 ALLOCATED IN		
Successor Agency-Housing	0	20,690
5902-001-402 ALLOCATED OUT		
Landscape Maintenance District	(133,180)	(132,665)
Water	(56,405)	(49,200)
Wastewater	(49,170)	(42,030)
Stormwater	(150,390)	(164,320)
Capital Improvement Projects	<u>(1,014,610)</u>	<u>(1,153,145)</u>
	(1,403,755)	(1,541,360)
 TOTAL, ENGINEERING	 1,881,600	 1,930,515

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Department Summary**

MAINTENANCE/STREETS & PARKS

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

BUDGET SUMMARY

	2009-10 Actual	2010-11 Actual	2011-12 Revised	2012-13 Budget
STAFFING:				
Regular Full-Time	54.0	54.0	54.0	54.0
Temporary Part-Time (FTE)	14.3	11.4	11.4	14.0
Department Total	<u>68.3</u>	<u>65.4</u>	<u>65.4</u>	<u>68.0</u>
BUDGET:				
Employee Services	4,702,931	4,706,844	4,796,845	4,990,330
Maintenance & Operations	2,894,064	2,541,912	2,578,175	2,666,010
Capital	734,168	0	0	0
Internal Service Charges	1,544,520	1,346,688	1,330,540	1,245,640
Allocations (Net)	<u>(1,351,994)</u>	<u>(1,324,529)</u>	<u>(1,335,755)</u>	<u>(1,300,140)</u>
Total Budget	<u>8,523,689</u>	<u>7,270,915</u>	<u>7,369,805</u>	<u>7,601,840</u>

DEPARTMENT PRIORITIES

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

MAJOR BUDGET IMPACTS

- Streets: Added 1 Lead Maintenance Tech position (from Parks)
- Streets: Increase in temporary part-time staff for concrete repairs
- Streets: Increase in professional services for maintenance of new landscaped areas
- Streets: Increase in water from outside agencies
- Parks: Deleted 1 Maintenance Tech position (to Streets)
- Parks: Increase in supplies
- Parks: Decrease in equipment expense internal service charge
- Parks: Increase in allocation in from Community Services/Admin

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	2011-12 REVISED	2012-13 BUDGET
001-403 MAINTENANCE/STREETS		
5001-001-403 REGULAR FULL-TIME		
1 Deputy Director of Maintenance & Operations	96,070	99,910
2 Department Assistants	62,235	64,725
4 Electricians/Streets	230,630	246,785
11 Lead Maintenance Technicians (from 103)	521,410	599,480
1 Maintenance and Operations Coordinator	48,420	50,355
3 Maintenance Supervisors	195,350	203,165
11 Maintenance Tech I/II's	481,180	511,540
1 Safety Compliance Analyst	57,655	59,965
4 Senior Maintenance Technicians	230,215	240,620
1 Streets and Parks Maintenance Superintendent	79,000	82,160
Bilingual Pay	11,700	13,000
Crew Pay	4,000	4,000
Budget Adjustment-MOU Agreements (07-08)	74,090	0
Adjustments:		
Pay Reductions	(90,770)	(96,715)
	2,001,185	2,078,990
5004-001-403 TEMPORARY PART-TIME		
Temporary Part-Time (with PARS)	137,870	149,070
Temporary Part-Time (with PERS)	38,070	59,400
Department Specialist	20,790	40,260
	196,730	248,730
5020-001-403 OVERTIME		
Overtime	219,365	219,365
July 4th Fireworks	3,000	3,000
Standby Pay	37,700	37,700
	260,065	260,065
5025-001-403 EMPLOYEE OVERHEAD		
Existing Staff	1,165,150	1,082,760
Temporary Positions (with PARS)	14,145	14,995
Temporary Positions (with PERS)	19,755	29,110
Overtime/Bilingual Pay/Crew Leader Pay	16,120	19,155

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**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	2011-12 REVISED	2012-13 BUDGET
001-403 MAINTENANCE/STREETS		
5025-001-403 EMPLOYEE OVERHEAD (continued)		
Standby Pay	545	545
Budget Adjustment-MOU Agreements (07-08)	(147,655)	0
Adjustments:		
Pay Reductions	(33,230)	(27,770)
	1,034,830	1,118,795
5030-001-403 FLEXIBLE BENEFITS		
	27,360	28,070
TOTAL, EMPLOYEE SERVICES		
	3,520,170	3,734,650
5101-001-403 OFFICE/OPERATING SUPPLIES		
Building Maintenance	6,500	6,500
City Appearance/Re-vegetation	50,000	50,000
City Owned Property Maintenance	5,000	5,000
Concrete	30,110	30,110
Drainage Supplies	12,000	12,000
Electrical Supplies	43,600	43,600
General Office Supplies	3,500	3,500
Light Bulb Replacement	12,000	12,000
Property Damage Contingency	16,000	16,000
Safety Supplies	10,000	10,000
Street Cleaning Supplies	4,000	4,000
Street Maintenance Supplies	45,000	45,000
Street Right-of-Way Maintenance	10,000	10,000
Traffic Safety Supplies	30,000	30,000
	277,710	277,710
5126-001-403 MAINTENANCE OF EQUIPMENT		
Office Equipment	2,000	2,000
5131-001-403 PROFESSIONAL SERVICES/CONTRACTS		
9th Avenue Median Maintenance	2,300	4,000
Auto Parkway Median Maintenance	4,000	4,000
Auto Pkwy ROW Maintenance (By Del Dios School)	8,000	8,000
Bear Valley Parkway Maintenance	16,000	16,000

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**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-403 MAINTENANCE/STREETS		
5131-001-403 PROFESSIONAL SERVICES/CONTRACTS (continued)		
Caltrans/Signal Maintenance	35,000	35,000
Centre City Parkway Maintenance	148,000	148,000
Chestnut & Juniper Lot Maintenance	900	900
Citracado Parkway Maintenance	7,000	9,400
Concrete Repairs	20,000	22,300
Downtown Sidewalk Cleaning	6,000	6,000
East Valley Pkwy - Las Brisas (West) Maintenance	1,400	1,400
East Valley Pkwy Median Maintenance (Rose & Midway)	2,100	2,100
East Valley Pkwy/Bear Valley Pkwy Median Maintenance	32,000	35,500
El Norte Median Maintenance	20,000	23,600
Electric Maintenance	15,000	15,000
Eleventh Avenue Median Maintenance	1,200	1,200
Fence Repair	10,000	10,000
Fifth & Grape Median Maintenance	2,300	2,300
Freeway Closure-Christmas Parade	8,500	8,500
Grand Avenue Median Maintenance	8,600	12,000
Guard Rails	3,000	3,000
Hidden Trails Slope Maintenance	12,000	12,000
Los Arboles Maintenance	1,500	1,500
Mission Avenue Median Maintenance	900	1,700
North CCP Maintenance	8,000	8,000
Pest Control	1,000	6,000
Printer Service	500	500
Queen Califia Landscape Maintenance	2,300	1,300
Security Systems	1,000	1,000
Sprinter Bike Trail Maintenance	22,000	22,000
Storm Drain Repair & Maintenance	13,000	15,000
Street Tree Maintenance	12,490	12,490
Sweeping	30,565	30,565
Third Avenue Median Maintenance	1,500	1,500
Third, Beech and Date Maintenance	2,200	2,200
Underground Service Alert	3,000	3,000
Uniforms	15,000	15,000
Valley Pkwy Medians at Gateway/La Terraza Maintenance	5,300	5,300
Vegetation Removal	8,190	8,190
Via Rancho Pkwy/Bear Valley Pkwy Median Maintenance	14,200	18,000
Washington Hills Maintenance	8,000	8,000
Weed Mowing	7,100	7,100
West Valley Pkwy Medians & Parkway Maintenance	13,000	13,000
2nd and Quince Landscape Maintenance	0	4,100
South Escondido Blvd. (6th - 15th) Landscape Maintenance	0	1,200

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**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Line Item Detail**

	2011-12 REVISED	2012-13 BUDGET
001-403 MAINTENANCE/STREETS		
5131-001-403 PROFESSIONAL SERVICES/CONTRACTS (continued)		
Various Small Right-of-Ways	0	7,500
Police/Fire Headquarters Landscaping	0	11,700
Downtown Parking Lots Maintenance	0	8,000
	534,045	594,045
5160-001-403 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	700	700
5161-001-403 MILEAGE REIMBURSEMENT		
Miscellaneous	100	100
5162-001-403 DUES & SUBSCRIPTIONS		
Miscellaneous Publications	500	500
5166-001-403 OTHER DUPLICATING	200	200
5170-001-403 UTILITIES	1,056,000	1,056,000
5171-001-403 WATER		
Water Service-Other Agencies	14,000	32,000
5173-001-403 OTHER TELEPHONE		
Cellular Phone Expenses	17,000	17,000
5180-001-403 RENT		
Miscellaneous Equipment	26,415	26,415
5190-001-403 OTHER EXPENSE		
Landscape Maintenance District Assessment	5,760	5,760
TOTAL, M & O	1,934,430	2,012,430
5125-001-403 BUILDING REPAIRS/MAINTENANCE	44,530	42,720

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	2011-12 REVISED	2012-13 BUDGET
001-403 MAINTENANCE/STREETS		
5164-001-403 EQUIPMENT EXPENSE	507,920	568,345
5165-001-403 DUPLICATING CENTER	11,485	12,560
5172-001-403 TELEPHONE	58,005	18,125
5174-001-403 RADIO COMMUNICATIONS	17,435	17,825
5175-001-403 MAIL SERVICES	3,310	4,660
5178-001-403 OFFICE AUTOMATION	27,690	34,190
5183-001-403 INSURANCE		
Liability Insurance	213,570	190,295
Property Insurance	3,570	5,910
	217,140	196,205
TOTAL, INTERNAL SERVICE CHARGES	887,515	894,630
SUBTOTAL, MAINTENANCE/STREETS	6,342,115	6,641,710
5901-001-403 ALLOCATED IN		
Community Services/Administration	0	21,915
5902-001-403 ALLOCATED OUT		
Vehicle Parking District	(68,775)	(68,975)
Recycling	(27,955)	0
Water	(471,100)	(476,895)
Wastewater	(301,510)	(306,650)
Stormwater	(338,790)	(350,995)
Building Maintenance	(69,975)	(71,950)
Fleet Services	(57,650)	(68,505)
	(1,335,755)	(1,343,970)
TOTAL, MAINTENANCE/STREETS	5,006,360	5,319,655

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-103 MAINTENANCE/PARKS		
5001-001-103 REGULAR FULL-TIME		
2 Lead Maintenance Technician	52,140	108,995
1 Maintenance Supervisor	62,015	64,495
8 Maintenance Technician I/II's (1 to 403)	445,965	378,640
4 Senior Maintenance Technicians	227,475	240,620
Bilingual Pay	7,800	7,800
Budget Adjustment-MOU Agreements (07-08)	39,590	0
Adjustments:		
Pay Reductions	(34,990)	(34,620)
	799,995	765,930
5004-001-103 TEMPORARY PART-TIME		
Maintenance Trainee (with PERS)	12,380	12,380
Pool Maintenance	19,500	19,500
	31,880	31,880
5020-001-103 OVERTIME	28,365	28,365
5025-001-103 EMPLOYEE OVERHEAD		
Existing Staff	472,945	426,045
Temporary Positions	6,155	7,120
Overtime/Bilingual Pay	4,840	4,140
Budget Adjustment-MOU Agreements (07-08)	(56,655)	0
Adjustments:		
Pay Reductions	(12,930)	(9,930)
	414,355	427,375
5030-001-103 FLEXIBLE BENEFITS	2,080	2,130
TOTAL, EMPLOYEE SERVICES	1,276,675	1,255,680
5101-001-103 OFFICE/OPERATING SUPPLIES		
Ball Field Light Bulbs	5,000	7,000
City Appearance/Re-vegetation	10,000	20,000
Fertilizer/Pesticides/Supplies (CFA)	8,000	9,500

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**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-103 MAINTENANCE/PARKS		
5101-001-103 OFFICE/OPERATING SUPPLIES (continued)		
Grounds Maintenance	73,445	73,445
Plant Material/Irrigation Supplies	64,175	64,175
Pool Supplies	18,000	18,000
Trees	7,000	7,000
Pool Permits (from 5162)	0	500
Hazmat Permits	0	880
Recycled Water System Inspections	0	2,000
	185,620	202,500
5131-001-103 PROFESSIONAL SERVICES/CONTRACTS		
Contract Cleaning - Queen Califia's Magical Circle	4,200	5,000
Daley Ranch Maintenance/Biological Monitoring	30,000	30,000
Daley Ranch Shuttle Service	13,500	0
Grove Park Maintenance	20,000	20,000
Park Sweeping Contract	10,200	10,200
Pest Control	7,200	7,800
Ryan Park Maintenance	35,330	39,000
Uniforms	6,000	6,000
	126,430	118,000
5160-001-103 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	500	1,000
5162-001-103 DUES AND SUBSCRIPTIONS		
CA Parks/Recreation Society (CPRS)	280	280
Pesticide Applicators - License Fee	300	300
Pool Permits (to 5101)	615	0
	1,195	580
5170-001-103 UTILITIES		
Utilities	296,000	296,000
5171-001-103 WATER		
Water Service-Other Agencies	20,000	20,000
5173-001-103 OTHER TELEPHONE		
Cell Phone Service	6,000	7,500

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-103 MAINTENANCE/PARKS		
5180-001-103 RENT		
Equipment Rental	8,000	8,000
TOTAL, M & O	643,745	653,580
5125-001-103 BUILDING REPAIRS/MAINTENANCE	114,975	118,825
5164-001-103 EQUIPMENT EXPENSE	263,505	169,470
5174-001-103 RADIO COMMUNICATIONS	3,735	3,870
5178-001-103 OFFICE AUTOMATION	10,965	4,970
5183-001-103 INSURANCE		
Liability Insurance	43,580	44,000
Property Insurance	6,265	9,875
	<u>49,845</u>	<u>53,875</u>
TOTAL, INTERNAL SERVICE CHARGES	443,025	351,010
5901-001-103 ALLOCATED IN		
Community Services/Administration	0	21,915
TOTAL, MAINTENANCE/PARKS	2,363,445	2,282,185



**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Department Summary**

COMMUNICATIONS

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

BUDGET SUMMARY

	2009-10 Actual	2010-11 Actual	2011-12 Revised	2012-13 Budget
STAFFING:				
Regular Full-Time	0.0	0.0	0.0	0.0
Regular Part-Time (FTE)	0.0	0.0	0.0	0.0
Temporary Part-Time (FTE)	0.0	0.0	0.0	0.0
Department Total	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>
BUDGET:				
Employee Services	0	0	0	0
Maintenance & Operations	312,595	315,129	329,650	338,945
Internal Service Charges	20,604	19,092	5,475	5,980
Allocations (Net)	(348,156)	(353,724)	(335,125)	(344,925)
Total Budget	<u>(14,957)</u>	<u>(19,503)</u>	<u>0</u>	<u>0</u>

DEPARTMENT PRIORITIES

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

MAJOR BUDGET IMPACTS

- 3% increase to Motorola & RCS contracts is anticipated
- Increase in allocations out

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-404 COMMUNICATIONS		
5126-001-404 MAINTENANCE OF EQUIPMENT	12,000	10,000
5131-001-404 PROFESSIONAL SERVICES/CONTRACTS		
RCS Operating Cost	247,405	257,070
Motorola Service Contract	54,245	55,875
	301,650	312,945
5170-001-404 UTILITIES	16,000	16,000
TOTAL, M & O	329,650	338,945
5125-001-404 BUILDING REPAIRS/MAINTENANCE	3,680	3,750
5172-001-404 TELEPHONE	1,550	1,960
5183-001-404 INSURANCE		
Property Insurance	245	270
TOTAL, INTERNAL SERVICE CHARGES	5,475	5,980
SUBTOTAL, COMMUNICATIONS	335,125	344,925
5902-001-404 ALLOCATED OUT		
Code Enforcement	(4,980)	(5,160)
Engineering	(2,075)	(2,150)
Maintenance/Streets	(17,435)	(17,825)
Maintenance/Parks	(3,735)	(3,870)
Police	(211,455)	(216,780)
Fire	(45,385)	(47,175)
Water	(12,695)	(13,000)
Lakes	(15,780)	(16,105)
Wastewater	(15,360)	(15,980)
Building Maintenance	(4,565)	(5,160)
Fleet Services	(1,660)	(1,720)
	(335,125)	(344,925)
TOTAL, COMMUNICATIONS	0	0

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Department Summary**

RECYCLING AND WASTE REDUCTION

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

BUDGET SUMMARY

	2009-10 Actual	2010-11 Actual	2011-12 Revised	2012-13 Budget
STAFFING:				
Regular Full-Time	1.0	1.0	2.0	2.0
Regular Part-Time (FTE)	0.0	0.0	0.0	0.0
Temporary Part-Time (FTE)	0.9	1.9	1.9	2.6
Department Total	<u>1.9</u>	<u>2.9</u>	<u>3.9</u>	<u>4.6</u>
BUDGET:				
Employee Services	116,997	69,597	219,180	241,350
Maintenance & Operations	132,497	136,114	306,280	397,480
Capital	0	0	0	6,000
Internal Service Charges	15,168	15,276	16,130	23,340
Allocations	87,732	89,015	106,520	10,960
Total Budget	<u>352,394</u>	<u>310,002</u>	<u>648,110</u>	<u>679,130</u>

DEPARTMENT PRIORITIES

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

MAJOR BUDGET IMPACTS

- Includes the temporary assignment of a Sr. Librarian
- This department was reclassified from a special revenue department to a general fund department during FY 2012-13
- Increase in temporary part-time positions for citywide roadway litter pickup
- Increase in recycled product purchases for various community projects and facilities
- Purchase of map scanner
- Increase in internal service charges
- Decrease in allocations in from various general fund departments

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-407 RECYCLING AND WASTE REDUCTION		
5001-001-407 REGULAR FULL-TIME		
1 Program Coordinator	60,435	62,850
1 Senior Librarian (from 001-104, Temporary Assignment)	68,375	71,110
Budget Adjustment-MOU agreements (07-08)	2,000	0
Adjustments:		
Pay Reductions	<u>(7,520)</u>	<u>(7,640)</u>
	123,290	126,320
5004-001-407 TEMPORARY PART-TIME		
Department Specialist (Intern)	17,340	16,000
Department Specialist w/PERS	20,000	30,000
Department Specialist	<u>0</u>	<u>6,000</u>
	37,340	52,000
5020-001-407 OVERTIME		
Miscellaneous	2,415	2,415
5025-001-407 EMPLOYEE OVERHEAD		
Existing Staff	57,655	49,770
Temporary Positions/Overtime	2,830	10,595
Budget Adjustment-MOU agreements (07-08)	(4,050)	0
Adjustments:		
Pay Reductions	<u>(2,505)</u>	<u>(1,945)</u>
	53,930	58,420
5030-001-407 FLEXIBLE BENEFITS	2,205	2,195
TOTAL, EMPLOYEE SERVICES	219,180	241,350
5101-001-407 OFFICE/OPERATING SUPPLIES		
Containers and Equipment	25,000	23,200
General Office Supplies	<u>1,700</u>	<u>1,700</u>
	26,700	24,900

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Line Item Detail**

	2011-12 REVISED	2012-13 BUDGET
001-407 RECYCLING AND WASTE REDUCTION		
5131-001-407 PROFESSIONAL SERVICES/CONTRACTS		
Household Hazardous Waste Collection	231,000	223,000
5160-001-407 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	2,500	3,500
5162-001-407 DUES & SUBSCRIPTIONS	600	600
5167-001-407 ADVERTISING AND PRINTING		
Public Education	11,500	12,500
5173-001-407 OTHER TELEPHONE		
Cellular Access	720	720
5180-001-407 RENT		
Storage Facility	1,760	1,760
5190-001-407 OTHER EXPENSE		
Beverage Recycling	22,000	20,000
Litter Removal/Composting/Curbside Recycling Programs	9,500	10,500
Recycled Product Purchases	0	100,000
	31,500	130,500
TOTAL, M & O	306,280	397,480
5209-001-407 OTHER CAPITAL OUTLAY		
Map Scanner	0	6,000
TOTAL, CAPITAL	0	6,000
5125-001-407 BUILDING REPAIRS/MAINTENANCE	8,580	9,565
5164-001-407 EQUIPMENT EXPENSE	2,480	3,220

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-407 RECYCLING AND WASTE REDUCTION		
5165-001-407 DUPLICATING CENTER	245	3,575
5178-001-407 OFFICE AUTOMATION	1,520	2,485
5183-001-407 INSURANCE		
Liability Insurance	3,035	4,200
Property Insurance	270	295
	3,305	4,495
TOTAL, INTERNAL SERVICE CHARGES	16,130	23,340
SUBTOTAL, RECYCLING AND WASTE REDUCTION	541,590	668,170
5901-001-407 ALLOCATED IN		
City Council	535	0
City Manager	1,530	0
Video Services	70	0
City Attorney	10,000	0
Finance	45,140	0
Information Systems	10,960	0
Maintenance/Streets	27,955	0
Community Services/Admin	10,330	10,960
	106,520	10,960
TOTAL, RECYCLING AND WASTE REDUCTION	648,110	679,130

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Department Summary**

POLICE

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

BUDGET SUMMARY

	2009-10 Actual	2010-11 Actual	2011-12 Revised	2012-13 Budget
STAFFING:				
Regular Full-Time	228.0	228.0	228.0	228.0
Frozen Positions	0.0	-11.0	-14.0	-13.0
Regular Part-Time (FTE)	0.8	0.8	1.5	1.5
Temporary Part-Time (FTE)	14.3	21.2	20.6	18.3
Department Total	<u>243.1</u>	<u>239.0</u>	<u>236.1</u>	<u>234.8</u>
BUDGET:				
Employee Services	27,516,509	27,484,193	27,338,930	27,107,625
Maintenance & Operations	3,306,949	3,092,913	3,190,340	3,528,730
Capital	256,254	0	5,500	5,500
Internal Service Charges	3,189,948	3,422,215	3,766,875	3,803,560
Allocations (Net)	<u>(716,161)</u>	<u>(1,223,939)</u>	<u>(1,428,100)</u>	<u>(1,223,925)</u>
Total Budget	<u>33,553,499</u>	<u>32,775,383</u>	<u>32,873,545</u>	<u>33,221,490</u>

DEPARTMENT PRIORITIES

- Conduct gang suppression and prevention programs to reduce gang violence and graffiti
- Maintain adequate staffing levels to ensure rapid response times and efficient delivery of Police services
- Enhance security of data transmission to meet Department of Justice guidelines
- Maintain improved levels of traffic safety realized over the past decade
- Enhance outreach through technology, using various websites, and strengthen relations with the community

MAJOR BUDGET IMPACTS

- Employee turnover resulted in a decrease in the cost of regular full-time positions
- Increase in safety equipment (replace or upgrade), maintenance of equipment, professional services and training & meetings (certifications and mandated classes)
- Increase in office automation & insurance internal service charges
- Decrease in allocation out to police grants due to some police officers phasing off of the American Resource & Recovery Act (ARRA) grant

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	2011-12 REVISED	2012-13 BUDGET
001-500 POLICE		
5001-001-500 REGULAR FULL-TIME		
1 Chief of Police	150,000	150,000
1 Assistant Chief of Police	142,755	142,755
3 Administrative Assistants	113,470	118,010
1 Administrative Coordinator	52,140	54,225
15 Community Service Officers	748,210	729,315
1 Crime Analyst	60,485	62,905
1 Customer Service Representative I/II	40,735	42,360
2 Forensic Technicians	115,315	119,925
1 Police Captain	139,615	139,615
1 Police Community Outreach Liaison	46,170	48,015
1 Police Data Technician I/II	41,355	43,010
9 Police Lieutenants	1,008,515	1,002,125
133 Police Officers	9,670,850	9,445,390
1 Police Projects Specialist	41,750	43,420
1 Police Records Manager	61,630	64,100
7 Police Records Technicians	249,110	259,075
23 Police Sergeants	2,320,665	2,311,065
1 Police Services Bureau Manager	82,010	85,290
1 Property & Evidence Supervisor	47,600	55,915
1 Public Safety Communications Manager	78,000	81,120
18 Public Safety Dispatchers I/II's	1,015,425	1,000,105
4 Public Safety Shift Supervisors	259,410	260,310
1 Sr. Crime Analyst	64,090	66,650
Acting Pay	11,400	11,400
Bilingual Pay	138,480	133,680
Float Holiday Payoff	125,000	125,000
Holiday Pay	53,635	53,635
Shift Pay	41,750	41,750
Tactical Operations Pay	20,000	20,000
Budget Adjustment-MOU Agreements (07-08)	37,555	0
Adjustments:		
Pay Reductions	(134,530)	(134,890)
Frozen Positions:		
1 Community Services Officer	(45,205)	(45,205)
1 Community Services Officer	(49,840)	(45,205)
2 Police Lieutenants	(211,965)	(219,265)
8 Police Officers	(481,345)	(481,345)
1 Public Safety Dispatchers	(106,750)	(48,420)
Pay Reductions	0	10,805
	15,947,490	15,746,640

CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail

	2011-12 REVISED	2012-13 BUDGET
001-500 POLICE		
5003-001-500 REGULAR PART-TIME		
1 Police Services Technician (0.75)	34,565	32,605
1 Police Services Technician (0.75)	54,600	35,945
Pay Reductions	(4,460)	(3,430)
	84,705	65,120
5004-001-500 TEMPORARY PART-TIME		
20 Crossing Guards	162,230	163,470
2 Department Specialists	32,090	51,805
2 Department Specialists-Dispatch	84,440	42,220
3 Department Specialists-Range	53,405	54,840
5 Parking Attendants	79,530	54,045
	411,695	366,380
5020-001-500 OVERTIME		
Comp Time Contingency	60,000	60,000
Holiday Pay	85,000	85,000
Overtime	710,210	785,695
Overtime (Task Force)	42,325	42,325
Overtime for Grant Officers	47,835	47,835
Bilingual Pay	19,335	19,335
TOU Pay	2,170	2,170
	966,875	1,042,360
5025-001-500 EMPLOYEE OVERHEAD		
Existing Staff	10,151,670	10,100,915
Holiday, Shift Pay, Uniform, Bilingual, TOU	192,660	141,420
Overtime	101,395	97,830
Grant Officers	3,370	3,195
Temporary Positions	29,840	18,025
Budget Adjustment-MOU Agreements (07-08)	(75,120)	0
Adjustments:		
Pay Reductions	(56,920)	(51,470)
Frozen Positions	(584,560)	(588,615)
Frozen Position Pay Reductions	0	5,180
	9,762,335	9,726,480

CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail

	2011-12 REVISED	2012-13 BUDGET
001-500 POLICE		
5030-001-500 FLEXIBLE BENEFITS		
Flexible Benefits	171,245	171,815
Frozen Positions	(5,415)	(11,170)
	165,830	160,645
TOTAL, EMPLOYEE SERVICES	27,338,930	27,107,625
5101-001-500 OFFICE/OPERATING SUPPLIES		
General Office Supplies	166,125	166,125
Grant for Hiring 8 New Police Officers	1,400	1,400
Reserve Officer Uniform Allowance	4,800	4,800
Uniform Allowance	26,400	26,400
	198,725	198,725
5105-001-500 SAFETY EQUIPMENT		
Ammunition (Firearms Training)	91,750	100,925
Combined MOU/Off. Safety/SIU Safety Equipment	126,685	126,685
Hard Armor/Ballistic Vests	1,000	1,000
Less Lethal Recertification Equipment	18,500	18,500
SIG Sauer's (Replacements)/Weapons	16,300	16,300
Tactical Operations Unit Chemical Agents	5,000	5,000
TOU Explosives & Flashbang Reloads	7,200	7,200
Vehicle Equipment	2,000	2,000
Canine Replacement	0	20,610
Dispatcher Headsets	0	1,115
Motor Helmets	0	1,000
Property and Evidence Refrigerator	0	3,000
Radar Replacement	0	4,700
Vehicle License Plate Reader Equipment	0	700
	268,435	308,735
5126-001-500 MAINTENANCE OF EQUIPMENT		
Air Gas	200	200
Bicycles (COPPS)	1,000	1,000
Building Camera Maintenance	11,500	11,500
CAD Maintenance (PRC)	2,900	2,900
Canine Vehicles & Equipment	1,000	1,000

(continued on next page)

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	2011-12 REVISED	2012-13 BUDGET
001-500 POLICE		
5126-001-500 MAINTENANCE OF EQUIPMENT (continued)		
Collision Reconstruction Software Maintenance	1,000	1,000
Fax, Typewriter and Printer Maintenance (PAX)	5,200	5,200
Firearms Repair	5,000	5,000
Harley Motorcycle	3,000	3,000
Headset Repair	800	800
Imaging System	17,675	17,675
Lab/Camera Equipment	1,000	1,000
Laptop Repair	9,000	9,000
LiveScan	3,985	3,985
Parking Cite System	3,750	3,750
Quetel Server Maintenance	500	500
Radar Repair	2,000	2,000
Radios	1,000	1,000
Speedometer Calibration	4,000	4,000
Taser Repair	2,000	2,000
Time Clocks	965	965
Traffic Scales Maintenance	300	300
Unscheduled Services	7,500	7,500
Watch Guard Firewall Maintenance	830	830
Digital Imaging Mgmt. System Maintenance	0	5,600
Emergency Mgmt. Dispatch Maintenance	0	3,150
	86,105	94,855
5131-001-500 PROFESSIONAL SERVICES/CONTRACTS		
Agent Alarm Calibrations/Maintenance	400	400
Animal Control Regulation/Dead Animal Removal	909,295	938,585
ARJIS	133,380	190,595
ARJISnet Handheld Service	11,520	11,520
Biohazard Waste Disposal/Health Permits	12,500	12,500
Broadband Service	3,685	5,595
CAD/RMS	127,360	148,010
CAL-ID	35,895	35,895
Canine Boarding & Medical Expenses	7,000	7,000
Canine Training Program	12,000	12,000
Cell Phone Tracker	3,000	3,000
Child Abuse & Biological Lab Exams	99,850	99,850
Credit & Background Information Services	16,520	3,500
CrimeView Technical Support (Crime Analysis)	2,500	2,500
DNA Tests	5,000	5,000
Document Shredding (Records)	4,000	4,000

(continued on next page)

CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-500 POLICE		
5131-001-500 PROFESSIONAL SERVICES/CONTRACTS (continued)		
FastTrak	200	200
Film Developing	500	500
Fingerprint Fees	35,600	35,600
Graffiti Tracking Contract	36,000	36,000
Internet Service	4,200	4,200
Investigative Fund	24,000	24,000
Mail/Shipping	2,000	2,000
Monthly Satellite Fees	2,000	4,050
Offender Watch	7,000	7,000
Officer Crisis	9,000	9,000
Pacific Refrigeration	1,300	1,300
Parking Citations	53,000	53,000
Patrol Wireless Connectivity	115,035	115,035
Pawn Tracking System	8,600	9,000
Portable Toilets	15,900	15,900
Pre-employment Screening/Polygraph Services	1,500	1,500
Prisoner Meals	1,200	1,200
Quetel Software Contract	2,850	2,850
Range Set Up Fees	5,100	5,100
Red Light Photo Enforcement Contract	517,410	517,410
Reserve Psychological Exams	750	750
SANDAG JPA	6,500	6,500
Surveillance Trackers	2,110	2,110
TRAK	820	820
Translation/Transcription/Mediation/Witness Fees	2,000	27,600
Vehicle Abatement	9,500	9,500
Window Tinting	1,400	1,400
CLEAR	0	1,500
Crash Data Retrieval Membership	0	750
Direct TV for Command Vehicle	0	630
Lexipol	0	11,950
Mobil Encryption	0	94,055
	2,249,380	2,482,360
5160-001-500 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	10,000	62,495
5161-001-500 MILEAGE REIMBURSEMENT		
Enforcement Mileage	2,000	2,000

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-500 POLICE		
5162-001-500 DUES AND SUBSCRIPTIONS		
Police Association Dues & Subscriptions	10,825	10,825
5167-001-500 ADVERTISING & PRINTING		
Citations and Other Forms	15,000	15,000
Regional Recruiting & Advertising	10,000	10,000
	25,000	25,000
5170-001-500 UTILITIES		
Gas & Electric	5,000	5,000
5173-001-500 OTHER TELEPHONE		
Cellular Phone Service	58,000	58,000
LiveScan Phone Line	2,040	2,040
Miscellaneous Phone Installation & Replacements	1,500	1,500
SUN/CLETS	5,500	5,500
3C Network Connection and Support	0	1,500
	67,040	68,540
5180-001-500 RENT		
Building Lease - Range	7,800	7,800
Credit Equipment Leases	1,115	1,115
Leased Vehicles	105,000	105,000
Tone Pagers	5,000	5,000
	118,915	118,915
5184-001-500 TUITION		
P.O.S.T. Training	40,470	40,470
5190-001-500 OTHER EXPENSE		
Awards Dinner (Cadets)	1,600	1,600
Chaplain's Program (Association Dues & Conferences)	2,200	2,200
Emergency Operations Fund	500	500
Employee Recognition	7,000	7,000
Explorer/Cadet Program	3,200	3,200
Generator Fuel (Traffic and Range)	2,000	2,000

(continued on next page)

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-500 POLICE		
5190-001-500 OTHER EXPENSE (continued)		
Reserve Program	1,500	1,500
Seals, Lettering, Striping	5,500	5,500
Special Events	2,240	2,240
Volunteer Program	4,225	4,225
	29,965	29,965
5193-001-500 SOFTWARE		
CPOLS/CopWare/TMS (Training)	2,875	2,875
Software Licensing	19,950	19,950
Altris View Mapping License	0	315
Command Point CAD License	0	2,050
	22,825	25,190
5194-001-500 MINOR OFFICE EQUIPMENT		
Computer Maintenance Supplies	4,925	4,925
Desktop Computers	6,000	6,000
Laptop Computers	38,730	38,730
Replacement Modems, Antennas & Cabling	6,000	6,000
	55,655	55,655
TOTAL, M & O	3,190,340	3,528,730
5209-001-500 OTHER CAPITAL OUTLAY		
Quetel Server	5,500	5,500
TOTAL, CAPITAL	5,500	5,500
5125-001-500 BUILDING MAINTENANCE	555,750	547,900
5164-001-500 EQUIPMENT EXPENSE	1,715,175	1,706,945
5165-001-500 DUPLICATING CENTER	90,535	97,900
5172-001-500 TELEPHONE	94,480	85,330
5174-001-500 RADIO COMMUNICATIONS	211,455	216,780

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-500 POLICE		
5175-001-500 MAIL SERVICES	22,305	19,665
5178-001-500 OFFICE AUTOMATION	373,555	408,995
5183-001-500 INSURANCE		
Liability Insurance	648,600	682,225
Property Insurance	55,020	37,820
	<u>703,620</u>	<u>720,045</u>
 TOTAL, INTERNAL SERVICE CHARGES	 3,766,875	 3,803,560
 SUBTOTAL, POLICE	 34,301,645	 34,445,415
 5902-001-500 ALLOCATED OUT		
Water	(622,270)	(622,270)
Wastewater	(16,320)	(16,320)
Police Grants	(789,510)	(585,335)
	<u>(1,428,100)</u>	<u>(1,223,925)</u>
 TOTAL, POLICE	 32,873,545	 33,221,490



**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Department Summary**

FIRE/EMERGENCY MANAGEMENT

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

BUDGET SUMMARY

	2009-10 Actual	2010-11 Actual	2011-12 Revised	2012-13 Budget
STAFFING:				
Regular Full-Time	99.0	97.0	96.0	96.0
Temporary Part-Time (FTE)	6.0	7.4	8.6	8.5
Department Total	<u>105.0</u>	<u>104.4</u>	<u>104.6</u>	<u>104.5</u>
BUDGET:				
Employee Services	15,136,641	14,530,004	14,874,945	14,881,825
Maintenance & Operations	890,809	938,395	1,066,485	1,076,745
Internal Service Charges	1,677,469	1,799,644	1,907,920	1,961,630
Allocations (Net)	<u>(588,456)</u>	<u>(588,456)</u>	<u>(588,455)</u>	<u>(588,455)</u>
Total Budget	<u>17,116,463</u>	<u>16,679,586</u>	<u>17,260,895</u>	<u>17,331,745</u>

DEPARTMENT PRIORITIES

- Complete remodel and expansion of station 4, restore emergency services, staff ALS Engine and cross-staff Brush Engine at same location
- Determine the best Fire and EMS Delivery Model available to staff all seven Fire stations in order to operate and provide the emergency services to the community
- Utilize new technologies to improve department efficiencies and accountability. Research web-based Records Management Systems, streamlining records management functions and Fire Prevention inspection procedures
- Continue to monitor and evaluate the Cooperative EMS Division between the City of Escondido and the City of San Marcos for the desired effectiveness and efficiencies
- Place a greater emphasis on statistical information and data available through the Computer Aided Dispatch (CAD), Records Management System (RMS) and Geographic Information Systems (GIS) to have a thorough, complete and accurate representation of the services we provide to the community

MAJOR BUDGET IMPACTS

- Increase in interest expense for advance payback to public facilities fund
- Fire: Increase in equipment expense internal service charges
- Fire & Emergency Management: Increase in telephone costs for 3C's communication system and EOC & Command Vehicle Satellite TV service
- Fire & Emergency Management: Increase in office automation internal service charges

CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-600 FIRE		
5001-001-600 REGULAR FULL-TIME		
1 Fire Chief	150,000	171,675
1 Administrative Assistant	34,310	35,680
1 Administrative Coordinator	52,140	44,615
1 Deputy Fire Marshal	81,030	81,030
1 Fire Admin Services Manager	76,480	79,540
3 Fire Battalion Chiefs	321,375	350,295
21 Fire Captains	2,026,930	1,992,910
2 Fire Division Chiefs	252,435	275,155
21 Fire Engineers	1,675,525	1,677,625
2 Fire Prevention Specialists	127,750	132,825
42 Firefighter/Paramedics	2,867,800	2,784,120
Bilingual Pay	49,800	47,400
Holiday Pay	207,465	307,535
Paramedic Recertification Pay	18,900	18,900
Paramedic Mentor/Preceptor Pay	11,000	10,000
TOU Pay	4,800	4,800
Certification/Education Pay	0	30,800
Budget Adjustment-MOU Agreements (07-08)	12,320	0
Adjustments:		
Pay Reductions	(41,235)	(43,665)
	<u>7,928,825</u>	<u>8,001,240</u>
5004-001-600 TEMPORARY PART-TIME		
Department Specialist - Administrative Aide	12,910	13,415
Department Specialist-Weed Abatement	10,000	12,480
EMS Clerical Support	17,000	17,680
Fire Prevention Specialists	36,000	31,200
Fire Service Officer	8,500	8,840
	<u>84,410</u>	<u>83,615</u>
5020-001-600 OVERTIME		
Battalion Chief Non-Scheduled Hours	55,000	55,000
Constant-Staffing Program	2,015,465	2,014,185
Fire Suppression Compensatory Time Payoff	13,000	13,000
FLSA	175,895	173,365
Pay Reduction-Battalion Chiefs	(5,960)	(5,960)
	<u>2,253,400</u>	<u>2,249,590</u>

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	2011-12 REVISED	2012-13 BUDGET
001-600 FIRE		
5025-001-600 EMPLOYEE OVERHEAD		
Existing Staff	4,166,630	4,054,435
Bilingual/Overtime/Holiday & Special Pays	332,230	346,410
Temporary Positions	16,220	14,520
TOU Pay	1,890	1,905
Certification/Education Pay	0	12,935
Budget Adjustment-MOU Agreements (07-08)	(24,640)	0
Adjustments:		
Pay Reductions	(16,790)	(13,860)
	4,475,540	4,416,345
5030-001-600 FLEXIBLE BENEFITS	38,315	40,005
TOTAL, EMPLOYEE SERVICES	14,780,490	14,790,795
5101-001-600 OFFICE/OPERATING SUPPLIES		
American Heart Association Guidelines	6,570	6,570
Awards & Volunteer Recognition/Badges	2,000	2,000
Building & Grounds Maintenance Supplies	2,800	2,800
Chaplain Program	500	500
CPR & PAD Training Supplies	2,500	2,000
EMS Supplies	150,000	167,000
EPA Permit (Station 1 Dip Tank & Fuel Tanks)	1,750	0
Exercise Equipment	4,000	4,000
Explorer Program	2,000	2,000
Fire Prevention/Investigation Supplies	1,000	1,000
Honor Guard Program	500	500
Laundry	2,000	2,000
Office Supplies	14,875	14,875
Oxygen and Related Supplies	8,000	8,500
Pharmaceutical Supplies	30,000	27,000
Public Education Equipment/Supplies	2,000	2,000
Replacement Uniforms (Part-Time Employees)	500	550
Station Supplies	17,325	17,325
Tactical Operations Unit (TOU) Supplies	1,000	0
Training Props and Materials	9,700	9,700
Uniform Allowance	65,750	67,850
Volunteer Program	4,000	4,000
	328,770	342,170

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	2011-12 REVISED	2012-13 BUDGET
001-600 FIRE		
5105-001-600 SAFETY EQUIPMENT		
Communication Equipment	5,600	7,000
Fire Engine Equipment	8,500	8,500
Fire Hose	7,000	7,000
Fire Truck Equipment	2,500	2,500
Firefighting Foam	4,000	4,000
Infectious Disease Protection	24,000	0
Paramedic Equipment	12,000	12,000
Personal Protective Equipment	45,000	51,435
Safety Glasses	3,500	3,500
SCBA Equipment	2,800	7,800
TOU Equipment	0	1,000
	114,900	104,735
5126-001-600 MAINTENANCE OF EQUIPMENT		
Carpet Cleaning for Stations	2,000	4,000
Compressor Maintenance & Testing	1,500	1,500
EKG Monitors Maintenance Agreement	14,300	14,300
Exhaust Removal System Maintenance (6 months)	3,000	3,000
Fire Equipment Repair	12,000	12,000
Gurney Maintenance Program	8,900	7,000
Hose & Ladder Testing	13,000	13,000
O2 Maintenance Program	3,700	3,500
Paramedic Equipment Repair	1,600	1,000
RMS - Target Safety (to 5131)	7,000	0
SCBA Repair & Maintenance	5,000	5,000
Station Alerting System Maintenance	3,000	3,000
Station Equipment Repair	4,200	4,200
Technology Maintenance	1,000	1,000
	80,200	72,500
5131-001-600 PROFESSIONAL SERVICES/CONTRACTS		
Controlled Substance Regulated Waste Contract	600	1,200
EMS Coordinator Management Agreement	112,465	119,725
Haz Incident Response Team (HIRT) Program	109,890	109,890
PAD Program Physician Oversight	150	150
Unified Disaster Council (UDC) Membership	4,650	4,650
Weed Abatement Contractor	25,000	25,000
FireStats Consultant	0	12,000
RMS - Target Safety (from 5126)	0	7,000
	252,755	279,615

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-600 FIRE		
5148-001-600 PERMITS		
EPA Permit	0	1,750
Hazardous Materials	0	2,500
	<u>0</u>	<u>4,250</u>
5160-001-600 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	3,715	9,000
5162-001-600 DUES AND SUBSCRIPTIONS		
Fire Administration/Management Publications/Associations	1,085	1,085
Fire EMS Publications/Associations	800	900
Fire Prevention Code Books/Publications/Associations	1,000	1,000
Fire Suppression Publications/Associations	550	550
	<u>3,435</u>	<u>3,535</u>
5167-001-600 ADVERTISING AND PRINTING		
Business Cards	1,000	1,000
Fire Prevention Forms	1,450	1,500
Forms Upgrades and Revisions	600	500
Public Educational Materials	200	200
	<u>3,250</u>	<u>3,200</u>
5170-001-600 UTILITIES		
Gas and Electric	127,000	127,000
5171-001-600 WATER	8,300	9,000
5173-001-600 OTHER TELEPHONE		
Cardiac Alert Phones	1,800	1,800
Cellular Phones (Admin & Prevention)	9,000	7,000
EMS/RMS	9,960	10,200
Repairs and Service (Non-Contract Items)	500	0
Wireless Internet Card	7,800	9,000
	<u>29,060</u>	<u>28,000</u>
5180-001-600 RENT		
Aegis Senior Living	27,000	0

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-600 FIRE		
5184-001-600 TUITION		
Chief Officer State Certification (Level II)	500	0
Regional Fire Technology Courses (Level 1)	2,000	4,500
Regional Fire Technology Courses (Level II)	2,000	4,500
Tuition Palomar College Agreement	14,000	20,400
	<u>18,500</u>	<u>29,400</u>
5190-001-600 OTHER EXPENSE		
Advanced Cardiac Life Support Skills Testing	750	850
Paramedic Licensing & Re-accreditation Fees	8,700	7,500
Pediatric Advanced Life Support Re-Accreditation	100	100
	<u>9,550</u>	<u>8,450</u>
5193-001-600 SOFTWARE		
Constant Staffing Software Maintenance & Tech Support	5,715	5,515
EMS Software Maintenance & Tech Support	8,000	8,000
GIS Software Maintenance & Tech Support	500	500
Regional Mapping Project Software Maint & Tech Support	24,000	5,000
RMS Software Maintenance & Tech Support	1,350	1,350
	<u>39,565</u>	<u>20,365</u>
5182-001-600 INTEREST EXPENSE	0	11,615
TOTAL, M & O	1,046,000	1,052,835
5125-001-600 BUILDING REPAIRS/MAINTENANCE	215,005	216,015
5164-001-600 EQUIPMENT EXPENSE	1,173,450	1,215,295
5165-001-600 DUPLICATING CENTER	21,895	16,150
5172-001-600 TELEPHONE	110,090	112,325
5174-001-600 RADIO COMMUNICATIONS	45,385	47,175
5175-001-600 MAIL SERVICES	4,125	6,915
5178-001-600 OFFICE AUTOMATION	84,005	85,925

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-600 FIRE		
5183-001-600 INSURANCE		
Liability Insurance	155,205	161,590
Property Insurance	<u>69,735</u>	<u>67,460</u>
	224,940	229,050
TOTAL, INTERNAL SERVICE CHARGES	1,878,895	1,928,850
SUBTOTAL, FIRE	17,705,385	17,772,480
5902-001-600 ALLOCATED OUT		
Water	(572,955)	(572,955)
Wastewater	<u>(15,500)</u>	<u>(15,500)</u>
	(588,455)	(588,455)
TOTAL, FIRE	17,116,930	17,184,025

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-601 FIRE/EMERGENCY MANAGEMENT		
5004-001-601 TEMPORARY PART-TIME		
1 Department Specialist - CERT Program (Grant Funded)	23,400	23,400
1 Department Specialist - GIS Mapping (Grant Funded)	26,000	24,960
1 Emergency Services Coordinator	38,400	38,400
	87,800	86,760
5025-001-601 EMPLOYEE OVERHEAD		
Temporary Positions	2,910	1,890
Temporary Positions - Grant Funded	3,745	2,380
	6,655	4,270
TOTAL, EMPLOYEE SERVICES	94,455	91,030
5101-001-601 OFFICE/OPERATING SUPPLIES		
Community Emergency Response Team (CERT)	6,385	6,385
EOC & Command Vehicle Satellite TV Service (to 5173)	1,500	0
Miscellaneous Supplies	2,000	2,245
Police/Fire Command Vehicle Supplies/Equipment	2,500	2,000
EOC Supplies	3,500	3,500
	15,885	14,130
5160-001-601 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	1,000	1,000
5161-001-601 MILEAGE REIMBURSEMENT	400	400
5162-001-601 DUES & SUBSCRIPTIONS		
Emergency Management Magazine	200	170
California Association of Public Information Officials	0	225
California Emergency Services Association	0	55
	200	450
5167-001-601 ADVERTISING AND PRINTING		
Forms Upgrades and Revisions	1,000	500

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-601 FIRE/EMERGENCY MANAGEMENT		
5173-001-601 OTHER TELEPHONE		
Police/Fire Command Vehicle	1,800	430
3C's Communication System	0	3,000
EOC & Command Vehicle Satellite TV Service (from 5101)	0	3,800
	<u>1,800</u>	<u>7,230</u>
5184-001-601 TUITION		
Emergency Management Courses	200	200
TOTAL, M & O	20,485	23,910
5165-001-601 DUPLICATING CENTER	1,165	1,725
5178-001-601 OFFICE AUTOMATION	25,590	31,055
5183-001-601 INSURANCE		
Liability Insurance	1,565	0
Property Insurance	705	0
	<u>2,270</u>	<u>0</u>
TOTAL, INTERNAL SERVICE CHARGES	29,025	32,780
TOTAL, FIRE/EMERGENCY MANAGEMENT	143,965	147,720



**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Department Summary**

NON-DEPARTMENTAL

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

BUDGET SUMMARY

	2009-10 Actual	2010-11 Actual	2011-12 Revised	2012-13 Budget
STAFFING:				
Regular Full-Time	0.0	0.0	0.0	0.0
Regular Part-Time (FTE)	0.0	0.0	0.0	0.0
Temporary Part-Time (FTE)	0.0	0.0	0.0	0.0
Department Total	0.0	0.0	0.0	0.0
BUDGET:				
Employee Services	61,639	61,639	968,845	2,702,210
Maintenance & Operations	401,923	561,844	671,470	821,470
Internal Service Charges	20,748	23,472	41,530	54,855
Total Budget	484,310	646,955	1,681,845	3,578,535

DEPARTMENT PRIORITIES

- Provide employees with a wide range of cost-effective career training opportunities
- Coordinate mandatory training programs for City employees

MAJOR BUDGET IMPACTS

- Increase in anticipated General Fund retirements
- Increase in workforce contingency
- Elimination of employee compensation reductions
- Increase in election costs

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-701 NON-DEPARTMENTAL		
5001-001-701 REGULAR FULL-TIME		
Comp-Time Payoff Contingency	50,000	50,000
Reimbursement Contingency	5,000	20,000
Retirement Contingency	714,055	924,055
Vacation Payoff Contingency	230,000	230,000
Workforce Contingency	210,000	1,478,155
Employee Compensation Reductions	(767,425)	0
Budget Adjustment-MOU Agreements (07-08)	478,075	0
Budget Adjustment-Online Recruiting Costs	(12,500)	0
	907,205	2,702,210
5025-001-701 EMPLOYEE OVERHEAD		
Separation Incentive Plan Benefit Payment	61,640	0
TOTAL, EMPLOYEE SERVICES	968,845	2,702,210
5101-001-701 OFFICE & OPERATING SUPPLIES		
Escondido University Training Materials	5,100	5,100
5131-001-701 PROFESSIONAL SERVICES		
Escondido University Classes	8,925	8,925
Short Form Rent Review Process Consultant	25,000	0
	33,925	8,925
5167-001-701 ADVERTISING & PRINTING		
Escondido University Brochure	1,275	1,275
5190 001-701 OTHER EXPENSES		
Election Costs	0	155,000
Escondido University Command Spanish	2,125	2,125
LAFCO Fees	32,485	32,485
Property Tax Administration	400,000	400,000
San Dieguito JPA	106,560	106,560
Phase II of Prosperity on Purpose	0	20,000
	541,170	716,170

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
001-701 NON-DEPARTMENTAL		
5194-001-701 MINOR OFFICE EQUIPMENT		
Computer Equipment for City Manager and City Attorney	2,000	2,000
5501-001-701 INTEREST		
Advance from Wastewater Fund Interest	88,000	88,000
TOTAL, M & O	671,470	821,470
5164-001-701 EQUIPMENT EXPENSE	15,390	26,050
5178-001-701 OFFICE AUTOMATION	18,155	18,525
5183-001-701 INSURANCE		
Liability Insurance	7,670	9,940
Property Insurance	315	340
	<u>7,985</u>	<u>10,280</u>
TOTAL, INTERNAL SERVICE CHARGES	41,530	54,855
TOTAL, NON-DEPARTMENTAL	1,681,845	3,578,535



**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Department Summary**

**FUNDING TO OUTSIDE AGENCIES
 COMMUNITY RELATIONS**

Description: The Funding to Outside Agencies accounts were established to provide funding for community service organizations, cultural and historical activities, and other community events.

BUDGET SUMMARY

	2009-10 Actual	2010-11 Actual	2011-12 Revised	2012-13 Budget
STAFFING:				
Regular Full-Time	0.0	0.0	0.0	0.0
Regular Part-Time (FTE)	0.0	0.0	0.0	0.0
Temporary Part-Time (FTE)	0.0	0.0	0.0	0.0
Department Total	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>
BUDGET:				
Employee Services	0	0	0	0
Maintenance & Operations	315,000	228,000	144,050	144,050
Total Budget	<u>315,000</u>	<u>228,000</u>	<u>144,050</u>	<u>144,050</u>

DEPARTMENT PRIORITIES

- Not Applicable

MAJOR BUDGET IMPACTS

- None

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>	<u>2012-13 STAFF SUPPORT</u>	<u>2012-13 TOTAL FUNDING</u>
FUNDING TO OUTSIDE AGENCIES				
001-705 COMMUNITY RELATIONS				
COMMUNITY EVENT DIRECT SUPPORT				
Community Fireworks	23,300	7,000	16,300	23,300
Downtown Business Association-Cruising Grand	15,600	0	15,600	15,600
Jaycee's Christmas Parade	<u>41,150</u>	<u>13,000</u>	<u>28,150</u>	<u>41,150</u>
	80,050	20,000	60,050	80,050
TOTAL, COMMUNITY RELATIONS	80,050	20,000	60,050	80,050
ECONOMIC DEVELOPMENT SUPPORT:				
Escondido Chamber of Commerce	64,000	64,000	0	64,000
TOTAL, OUTSIDE AGENCIES	144,050	84,000	60,050	144,050



Special Revenue Funds



**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Special Revenue Fund Sources and Uses**

CENTER FOR THE ARTS

This fund was created to account for transactions related to the operations of the California Center for the Arts Escondido. The Center for the Arts operations are managed by the Center for the Arts Foundation.

Sources of Funds:

	2012-13	2013-14
Transfer from General Fund	\$ 1,590,235	\$ 1,380,235
Reserves	171,020	-
TOTAL, Sources	\$ 1,761,255	\$ 1,380,235

Uses of Funds:

<u>Operating Budget</u>		
Maintenance and Operations	\$ 1,100,970	\$ 890,970
Internal Service Charges	489,265	489,265
TOTAL, Operating Budget	1,590,235	1,380,235
Transfer to General Fund	171,020	-
TOTAL, Uses	\$ 1,761,255	\$ 1,380,235

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Department Summary**

CENTER FOR THE ARTS

Description: This fund was created to account for transactions related to the operations of the California Center for the Arts Escondido. The Center for the Arts operations are managed by the Center for the Arts Foundation.

BUDGET SUMMARY

	2009-10 Actual	2010-11 Actual	2011-12 Revised	2012-13 Budget
STAFFING:				
Regular Full-Time	0.0	0.0	0.0	0.0
Regular Part-Time (FTE)	0.0	0.0	0.0	0.0
Temporary Part-Time (FTE)	0.0	0.0	0.0	0.0
Department Total	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>
BUDGET:				
Employee Services	0	0	0	0
Maintenance & Operations	6,343,167	1,376,687	860,970	1,100,970
Internal Service Charges	640,116	448,668	298,660	489,265
Total Budget	<u>6,983,283</u>	<u>1,825,355</u>	<u>1,159,630</u>	<u>1,590,235</u>

DEPARTMENT PRIORITIES

- Not Applicable

MAJOR BUDGET IMPACTS

- Increase in building maintenance & telephone internal service charges
- Management Fee increased by \$240,000

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
100-140 CENTER FOR THE ARTS		
5131-100-140 PROFESSIONAL SERVICES/CONTRACTS		
Management Fee	460,970	700,970
5170-100-140 UTILITIES		
Gas & Electric	400,000	400,000
TOTAL, M & O	860,970	1,100,970
5125-100-140 BUILDING REPAIRS/MAINTENANCE	266,735	454,150
5172-100-140 TELEPHONE	31,925	35,115
TOTAL, INTERNAL SERVICE CHARGES	298,660	489,265
TOTAL, CENTER FOR THE ARTS	1,159,630	1,590,235



**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Special Revenue Fund Sources and Uses**

VEHICLE PARKING DISTRICT

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

Sources of Funds:

	2012-13	2013-14
Transfer In from General Fund	\$ 39,215	\$ 77,215
Interest	280	280
Reserves	38,000	-
TOTAL, Sources	\$ 77,495	\$ 77,495

Uses of Funds:

Operating Budget		
Maintenance and Operations	\$ 8,500	\$ 8,500
Internal Service Charges	20	20
Allocations	68,975	68,975
TOTAL, Uses	\$ 77,495	\$ 77,495

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Department Summary**

VEHICLE PARKING DISTRICT

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

BUDGET SUMMARY

	2009-10 Actual	2010-11 Actual	2011-12 Revised	2012-13 Budget
STAFFING:				
Regular Full-Time	0.0	0.0	0.0	0.0
Regular Part-Time (FTE)	0.0	0.0	0.0	0.0
Temporary Part-Time (FTE)	0.0	0.0	0.0	0.0
Department Total	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>
BUDGET:				
Employee Services	0	0	0	0
Maintenance & Operations	10,319	7,772	10,000	8,500
Internal Service Charges	588	120	305	20
Allocations (Net)	64,644	65,352	68,775	68,975
Total Budget	<u>75,551</u>	<u>73,244</u>	<u>79,080</u>	<u>77,495</u>

DEPARTMENT PRIORITIES

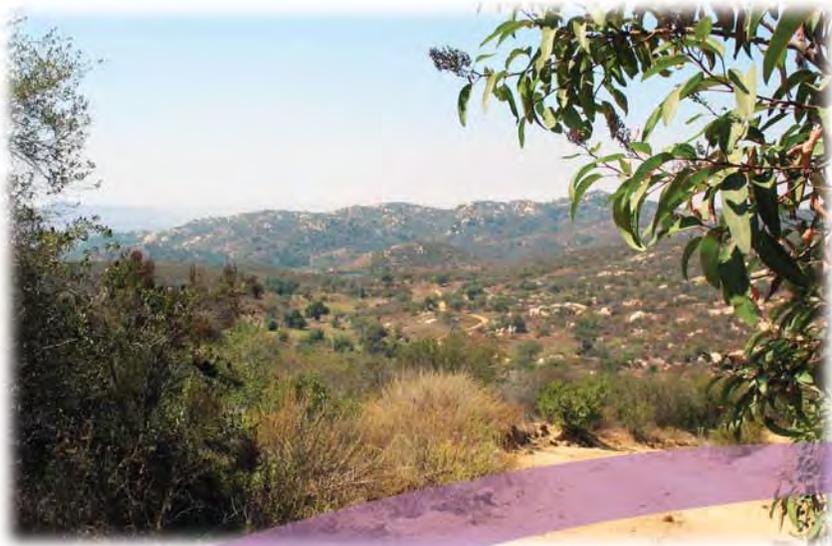
- Provide maintenance of pavement, lighting and landscaping in all Vehicle Parking District lots
- Assess maintenance needs by conducting periodic inspections of parking lots
- Coordinate with new development plans and issues identified in the Downtown Specific Plan associated with the parking lots

MAJOR BUDGET IMPACTS

- None

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Line Item Detail**

	<u>2011-12</u> <u>REVISED</u>	<u>2012-13</u> <u>BUDGET</u>
107-409 VEHICLE PARKING DISTRICT		
5101-107-409 OFFICE & OPERATING SUPPLIES	500	200
5170-107-409 UTILITIES		
Electric	5,500	4,500
5171-107-409 WATER	4,000	3,800
TOTAL, M & O	10,000	8,500
5175-107-409 MAIL SERVICES	305	20
TOTAL, INTERNAL SERVICE CHARGES	305	20
SUBTOTAL, VEHICLE PARKING DISTRICT	10,305	8,520
5901-107-409 ALLOCATED IN		
Maintenance	68,775	68,975
TOTAL, VEHICLE PARKING DISTRICT	79,080	77,495



**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Special Revenue Fund Sources and Uses**

RECREATION

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

<u>Sources of Funds:</u>	2012-13	2013-14
Golf Course Revenue:		
Interest on Loans	\$ 115,000	\$ 50,000
Principal on Loans	598,000	663,000
Rent & Additional Compensations	180,000	200,000
Other Revenue:		
Fees for Service	2,063,930	2,179,135
Interest	11,000	11,000
EVCC Rental Spaces	246,180	249,380
Cellular Antenna Site Rental	269,065	280,155
On Track-State Grant	900,855	900,855
Daley Ranch	44,740	72,150
Sponsorships	60,000	60,000
Deposit for Share a Dream	23,995	-
Reserves	156,000	-
TOTAL, Sources	\$ 4,668,765	\$ 4,665,675

<u>Uses of Funds:</u>		
<u>Operating Budget</u>		
Employee Services	\$ 2,763,465	\$ 2,763,465
Maintenance and Operations	770,180	770,180
Internal Service Charges	585,880	585,880
Allocations	(128,620)	(128,620)
TOTAL, Operating Budget	3,990,905	3,990,905
Transfer to Vineyard Golf Course Debt Service	677,860	674,770
TOTAL, Uses	\$ 4,668,765	\$ 4,665,675

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Department Summary**

COMMUNITY SERVICES/ADMINISTRATION

Description: The Community Services Department/Administration Division is responsible for the development and scheduling of recreation and cultural arts programs. The department also provides oversight of Public Art, Library, Older Adult Services, Senior Nutrition, Parks, Street Maintenance, Fleet Services, Successor Agency-Housing, Housing & Neighborhood Services and Building Maintenance.

BUDGET SUMMARY

	2009-10 Actual	2010-11 Actual	2011-12 Revised	2012-13 Budget
STAFFING:				
Regular Full-Time	5.0	5.0	3.0	3.0
Regular Part-Time (FTE)	0.0	0.0	0.0	0.0
Temporary Part-Time (FTE)	0.0	0.0	1.0	1.0
Department Total	<u>5.0</u>	<u>5.0</u>	<u>4.0</u>	<u>4.0</u>
BUDGET:				
Employee Services	521,501	534,831	359,075	385,535
Maintenance & Operations	7,157	9,270	13,445	12,385
Internal Service Charges	124,259	60,369	79,480	112,720
Allocations (Net)	<u>(160,764)</u>	<u>(155,388)</u>	<u>(122,730)</u>	<u>(142,885)</u>
Total Budget	<u>492,153</u>	<u>449,082</u>	<u>329,270</u>	<u>367,755</u>

DEPARTMENT PRIORITIES

- Provide administrative support and coordinate the efforts of the Older Adult Services, Recreation, Library, Public Arts, Maintenance and Operations, Neighborhood Services, Housing, CDBG, Trash and Recycling Divisions of the Community Services department
- Provide technical support to the Engineering department during the design and construction of various development projects
- Provide staff support to the Community Services and Older Adults Commission, Library Board of Trustees and the Public Art Commission

MAJOR BUDGET IMPACTS

- Increase in building maintenance internal service charges
- Increase in allocations out to general fund departments

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	2011-12 REVISED	2012-13 BUDGET
112-101 COMMUNITY SERVICES/ADMINISTRATION		
5001-112-101 REGULAR FULL-TIME		
1 Director of Community Services	145,150	158,505
1 Administrative Assistant	39,715	41,305
1 Administrative Coordinator	52,140	54,230
Vacation Contingency	2,730	2,730
Budget Adjustment-MOU agreements (07-08)	12,530	0
Adjustments:		
Pay Reductions	(12,390)	(12,890)
	239,875	243,880
5004-112-101 TEMPORARY PART-TIME		
Department Specialist w/PERS	20,000	20,000
5020-112-101 OVERTIME	100	2,900
5025-112-101 EMPLOYEE OVERHEAD		
Existing Staff	116,125	104,910
Temporary Part-Time Position	1,515	5,730
Vacation Contingency/Overtime	0	190
Budget Adjustment-MOU agreements (07-08)	(25,000)	0
Adjustments:		
Pay Reductions	(4,130)	(3,285)
	88,510	107,545
5030-112-101 FLEXIBLE BENEFITS	10,590	11,210
TOTAL, EMPLOYEE SERVICES	359,075	385,535
5101-112-101 OFFICE/OPERATING SUPPLIES		
Miscellaneous Supplies	2,000	2,000
5126-112-101 MAINTENANCE OF EQUIPMENT		
Office Equipment	380	380

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
112-101 COMMUNITY SERVICES/ADMINISTRATION		
5160-112-101 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	3,870	3,000
5162-112-101 DUES AND SUBSCRIPTIONS		
Professional Association Dues	445	455
5163-112-101 AUTO ALLOWANCE		
Director of Community Services	5,100	5,100
5166-112-101 OTHER DUPLICATING		
Business Cards/Numbered Receipts, etc.	250	250
5173-112-101 OTHER TELEPHONE		
Cellular Phone Service	1,400	1,200
TOTAL, M & O	13,445	12,385
5125-112-101 BUILDING REPAIRS/MAINTENANCE	20,450	59,445
5165-112-101 DUPLICATING CENTER	825	1,145
5172-112-101 TELEPHONE	4,085	5,175
5175-112-101 MAIL SERVICES	12,315	11,745
5178-112-101 OFFICE AUTOMATION	21,030	14,825
5183-112-101 INSURANCE		
Liability Insurance	4,775	3,295
Property Insurance	16,000	17,090
	20,775	20,385
TOTAL, INTERNAL SERVICE CHARGES	79,480	112,720
SUBTOTAL, COMMUNITY SERVICES/ADMINISTRATION	452,000	510,640

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
112-101 COMMUNITY SERVICES/ADMINISTRATION		
5901-112-101 ALLOCATED IN		
Older Adult Services	50,000	60,375
5902-112-101 ALLOCATED OUT		
CDBG	(39,020)	(33,885)
Recycling	(10,330)	(10,960)
Housing/Successor Agency-Housing	(88,375)	(55,800)
Building Maintenance	(14,345)	(21,915)
Fleet Services	(10,330)	(10,960)
Public Art	(10,330)	(14,950)
Library	0	(10,960)
Maintenance/Streets	0	(21,915)
Maintenance/Parks	0	(21,915)
	(172,730)	(203,260)
 TOTAL, COMMUNITY SERVICES/ADMINISTRATION	 329,270	 367,755

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Department Summary**

COMMUNITY SERVICES/RECREATION

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

BUDGET SUMMARY

	2009-10 Actual	2010-11 Actual	2011-12 Revised	2012-13 Budget
STAFFING:				
Regular Full-Time	9.0	9.0	8.0	8.0
Contract Grant Funded	2.0	2.0	2.0	4.0
Regular Part-Time (FTE)	3.0	3.0	3.2	3.2
Temporary Part-Time (FTE)	56.5	56.5	59.2	57.8
Department Total	<u>70.5</u>	<u>70.5</u>	<u>72.4</u>	<u>73.0</u>
BUDGET:				
Employee Services	2,240,036	2,430,954	2,328,805	2,377,930
Maintenance & Operations	560,662	605,529	646,330	757,795
Internal Service Charges	379,220	370,956	414,395	473,160
Allocations (Net)	16,824	11,859	(15,665)	14,265
Total Budget	<u>3,196,742</u>	<u>3,419,298</u>	<u>3,373,865</u>	<u>3,623,150</u>

DEPARTMENT PRIORITIES

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

MAJOR BUDGET IMPACTS

- Added 2 grant funded positions
- Increase in professional services and other expenses
- Increase in building maintenance internal service charges
- Eliminated allocation out for CDBG support

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
112-102 COMMUNITY SERVICES/RECREATION		
5001-112-102 REGULAR FULL-TIME		
1 Customer Service Rep II	40,730	42,360
1 Recreation Technician I/II	37,150	38,830
1 Recreation Technician III	45,340	47,390
1 Supervisor I	51,860	53,935
3 Supervisor II/III's	182,830	199,650
1 Recreation Coordinator	32,695	34,000
Vacation Contingency	1,200	1,200
Bilingual Pay	1,300	1,300
Budget Adjustment-MOU agreements (07-08)	22,905	0
Adjustments:		
Pay Reductions	<u>(21,210)</u>	<u>(22,880)</u>
	394,800	395,785
5002-112-102 GRANT FUNDED POSITIONS		
1 Recreation Supervisor II/III	59,895	65,410
1 Recreation Supervisor I	44,800	48,920
2 Recreation Coordinators	0	82,655
Pay Reductions	<u>(5,665)</u>	<u>(10,005)</u>
	99,030	186,980
5003-112-102 REGULAR PART-TIME		
4 Recreation Coordinators (.75)	120,450	122,510
Pay Reductions	<u>(8,000)</u>	<u>(8,135)</u>
	112,450	114,375
5004-112-102 TEMPORARY PART-TIME		
Temporary Part-Time (with PERS)	261,505	375,845
Temporary Part-Time	496,575	399,375
Grant Funded PT Staff with PERS	<u>425,405</u>	<u>379,730</u>
	1,183,485	1,154,950
5020-112-102 OVERTIME		
Miscellaneous	10,000	10,000
Comp Time Contingency	<u>8,000</u>	<u>8,000</u>
	18,000	18,000

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
112-102 COMMUNITY SERVICES/RECREATION		
5025-112-102 EMPLOYEE OVERHEAD		
Existing Staff	264,910	190,725
Grant Funded Positions	49,990	79,310
Temporary Positions (with PERS)	81,225	107,680
Temporary Positions	37,640	19,250
Grant Funded Temporary Positions (with PERS)	132,130	108,790
Bilingual Pay/Vacation & Comp Time Contingency/Overtime	1,205	1,655
Budget Adjustment-MOU agreements (07-08)	(45,745)	0
Adjustments:		
Pay Reductions	(12,140)	(11,670)
	509,215	495,740
5030-112-102 FLEXIBLE BENEFITS		
Flexible Benefits	8,050	8,240
Grant Funded Positions	3,775	3,860
	11,825	12,100
TOTAL, EMPLOYEE SERVICES	2,328,805	2,377,930
5101-112-102 OFFICE/OPERATING SUPPLIES		
Recreation Programs	144,700	172,925
Grant Funded On Track Supplies	123,560	87,105
	268,260	260,030
5126-112-102 MAINTENANCE OF EQUIPMENT		
Office Equipment Maintenance Contracts	750	10,000
Sports Center	0	1,000
	750	11,000
5131-112-102 PROFESSIONAL SERVICES/CONTRACTS		
Security/Fire Alarm (Mathes, EVCC, Sports Center, Oak Hill)	3,520	3,985
Security/Fire Alarm Repairs	250	240
OLMS Lighting Control System Pagers	5,200	5,200

(continued on next page)

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
112-102 COMMUNITY SERVICES/RECREATION		
5131-112-102 PROFESSIONAL SERVICES/CONTRACTS (continued)		
Contractual Class Instructors	140,000	152,000
Miscellaneous	18,265	68,670
Grant Funded Contracts/Services	47,765	18,980
	215,000	249,075
5160-112-102 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	2,000	3,325
Grant Funded Workshops/Training	2,600	2,600
	4,600	5,925
5161-112-102 MILEAGE REIMBURSEMENT		
Miscellaneous	350	600
5162-112-102 DUES AND SUBSCRIPTIONS		
Learning Educational Resources Network	400	635
Sports Center	250	250
Professional Associations Memberships	750	955
Grant Funded Professional Association	600	0
	2,000	1,840
5166-112-102 OTHER DUPLICATING		
Grant Funded On Track Duplicating	8,000	5,500
Outside Duplicating	1,000	1,700
	9,000	7,200
5167-112-102 ADVERTISING AND PRINTING		
Presort and Postage, Quarterly Brochures	45,000	45,300
Special Bulk Mailings (Sports Center & EVCC)	2,500	2,500
Sports Center Advertising Brochure	1,000	9,375
Camp Brochure Printing	1,000	1,600
	49,500	58,775

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
112-102 COMMUNITY SERVICES/RECREATION		
5170-112-102 UTILITIES		
East Valley Community Center	21,000	21,000
Mathes Community Center	5,000	5,000
Sports Center	16,000	16,000
Oak Hill Activity Center	3,500	3,500
Woodward Tiny Tot Facility	4,000	4,000
	49,500	49,500
5173-112-102 OTHER TELEPHONE		
Cellular Phone Use	6,500	2,000
Grant Funded Cellular Phone Use	5,000	7,500
	11,500	9,500
5190-112-102 OTHER EXPENSE		
Golf Course Lease Payment	22,370	27,750
East Valley Community Center Rental Spaces	5,000	5,000
Miscellaneous	8,500	71,600
	35,870	104,350
 TOTAL, M & O	 646,330	 757,795
 5125-112-102 BUILDING REPAIRS/MAINTENANCE	 220,135	 283,905
5164-112-102 EQUIPMENT EXPENSE	18,010	19,550
5165-112-102 DUPLICATING CENTER	45,430	40,045
5172-112-102 TELEPHONE	24,510	31,055
5178-112-102 OFFICE AUTOMATION	30,265	29,735

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
112-102 COMMUNITY SERVICES/RECREATION		
5183-112-102 INSURANCE		
Liability Insurance	65,545	58,555
Property Insurance	10,500	10,315
	<u>76,045</u>	<u>68,870</u>
 TOTAL, INTERNAL SERVICE CHARGES	 414,395	 473,160
 SUBTOTAL, COMMUNITY SERVICES/RECREATION	 3,389,530	 3,608,885
 5901-112-102 ALLOCATED IN		
Information Systems/Data Processing	4,335	3,920
Successor Agency - Housing	0	10,345
	<u>4,335</u>	<u>14,265</u>
 5902-112-102 ALLOCATED OUT		
CDBG Support	(20,000)	0
 TOTAL, COMMUNITY SERVICES/RECREATION	 3,373,865	 3,623,150



**CITY OF ESCONDIDO
 FY 2012-13 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.

<u>Sources of Funds:</u>	2012-13	2013-14
Green Fees	\$ 405,075	\$ 405,075
Cart Rental	195,915	195,915
Golf Merchandise Sales	45,330	45,330
Food and Beverage Rent	9,730	9,730
Other Revenue	2,175	2,175
TOTAL, Sources	\$ 658,225	\$ 658,225

<u>Uses of Funds:</u>		
<u>Operating Budget</u>		
Maintenance and Operations	\$ 639,775	\$ 639,775
TOTAL, Operating Budget	639,775	639,775
Reserves	18,450	18,450
TOTAL, Uses	\$ 658,225	\$ 658,225

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Department Summary**

REIDY CREEK GOLF COURSE

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

BUDGET SUMMARY

	2009-10 Actual	2010-11 Actual	2011-12 Revised	2012-13 Budget
STAFFING:				
Regular Full-Time	0.0	0.0	0.0	0.0
Regular Part-Time (FTE)	0.0	0.0	0.0	0.0
Temporary Part-Time (FTE)	0.0	0.0	0.0	0.0
Department Total	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>
BUDGET:				
Employee Services	0	0	0	0
Maintenance & Operations	630,916	609,644	648,910	639,775
Total Budget	<u>630,916</u>	<u>609,644</u>	<u>648,910</u>	<u>639,775</u>

DEPARTMENT PRIORITIES

- Not Applicable

MAJOR BUDGET IMPACTS

- Decrease in golf course operating expenses

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
553-130 REIDY CREEK GOLF COURSE		
5118-553-130 MISCELLANEOUS MOTIVE		
Golf Carts Lease	4,800	5,330
5131-553-130 PROFESSIONAL SERVICES		
Golf Course Management Fees	70,905	70,865
5155-553-130 GOLF SHOP OPERATIONS		
Golf Course Operation Expenses	188,405	174,265
5156-553-130 GOLF COURSE MAINTENANCE	292,410	295,750
5157-553-130 GOLF COURSE GENERAL AND ADMINISTRATIVE	61,780	61,150
5158-553-130 GOLF COURSE MERCHANDISE		
Golf Course Shop Merchandise	25,450	27,200
5169-553-130 OTHER INSURANCE	5,160	5,215
TOTAL, M & O	648,910	639,775
TOTAL, REIDY CREEK GOLF COURSE	648,910	639,775



**CITY OF ESCONDIDO
 FY 2012-13 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:

	2012-13	2013-14
Grant	\$ 1,380,515	\$ 1,311,490
Unallocated CDBG Program Income	5,120	-
TOTAL, Sources	\$ 1,385,635	\$ 1,311,490

Uses of Funds:

<u>Operating Budget</u>		
Employee Services	\$ 412,550	\$ 412,550
Maintenance and Operations	19,450	19,450
Internal Service Charges	32,700	32,700
Allocations	(221,715)	(229,950)
TOTAL, Operating Budget	242,985	234,750
CDBG Capital Projects	1,142,650	1,076,740
TOTAL, Uses	\$ 1,385,635	\$ 1,311,490

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Department Summary**

COMMUNITY DEVELOPMENT BLOCK GRANT ADMIN

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

BUDGET SUMMARY

	2009-10 Actual	2010-11 Actual	2011-12 Revised	2012-13 Budget
STAFFING:				
Regular Full-Time	2.0	3.0	4.0	4.0
Regular Part-Time (FTE)	0.0	0.0	0.0	0.0
Temporary Part-Time (FTE)	0.7	3.6	2.0	2.6
Department Total	<u>2.7</u>	<u>6.6</u>	<u>6.0</u>	<u>6.6</u>
BUDGET:				
Employee Services	160,023	197,939	388,900	412,550
Maintenance & Operations	52,358	27,112	19,450	19,450
Internal Service Charges	19,737	23,914	23,705	32,700
Allocations (Net)	79,185	103,210	(134,985)	(221,715)
Total Budget	<u>311,303</u>	<u>352,174</u>	<u>297,070</u>	<u>242,985</u>

DEPARTMENT PRIORITIES

- Continue Neighborhood Outreach programs
- Support development of neighborhood leaders, expansion of neighborhood groups and the Neighborhood Leadership Forum
- Continue successful Project NEAT efforts
- Continue neighborhood street improvement projects
- Implement FY 2012-13 One-Year Action Plan consistent with the FY 2010-15 Five-Year Consolidated Plan

MAJOR BUDGET IMPACTS

- 12% decrease in CDBG allocation
- Increase in temporary part-time
- Increase in internal service charges
- Increase in allocation out to CDBG capital projects

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
116-109 CDBG ADMIN		
5002-116-109 CONTRACT AND GRANT FUNDED POSITIONS		
1 Neighborhood Services Manager	73,010	83,715
1 Department Assistant	34,310	32,365
1 Management Analyst	60,430	51,945
1 Program Administrator	63,565	61,040
Vacation Contingency	3,750	4,040
Bilingual Pay	0	1,300
Budget Adjustment-MOU agreements (07-08)	6,625	0
Adjustments:		
Pay Reductions	(11,565)	(11,455)
	230,125	222,950
5004-116-109 TEMPORARY PART-TIME		
1 Department Specialist (36 hr)	26,210	29,800
1 Department Specialist (1500 hr)	14,000	21,000
Bilingual Pay	0	2,025
	40,210	52,825
5025-116-109 EMPLOYEE OVERHEAD		
Existing Staff	119,150	117,065
Temporary Positions	3,050	8,155
Bilingual Pay	0	515
Budget Adjustment-MOU agreements (07-08)	(13,130)	0
Adjustments:		
Pay Reductions	(4,555)	(2,920)
	104,515	122,815
5030-116-109 FLEXIBLE BENEFITS		
Flexible Benefits	14,050	13,960
TOTAL, EMPLOYEE SERVICES	388,900	412,550

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
116-109 CDBG ADMIN		
5101-116-109 OFFICE/OPERATING SUPPLIES		
General Office and Meeting Supplies	800	800
Laser Cartridges	200	200
Miscellaneous Meeting Supplies, Taxes	500	500
Warehouse Supplies	500	500
	2,000	2,000
5126-116-109 MAINTENANCE OF EQUIPMENT		
Office Equipment Maintenance (Laser Printer, Typewriters)	200	200
5131-116-109 PROFESSIONAL SERVICES/CONTRACTS		
CDBG 2010-2015 Consolidated Plan	1,000	1,000
Consultant Services	1,000	1,000
Homeless Task Force	1,500	1,500
Neighborhood Leadership Training	5,000	5,000
Translation Services	400	400
	8,900	8,900
5160-116-109 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	1,000	1,000
5161-116-109 MILEAGE REIMBURSEMENT		
Miscellaneous	1,000	1,000
5162-116-109 DUES AND SUBSCRIPTIONS		
Technical Assistance Publications	750	750
5166-116-109 OTHER DUPLICATING	500	500
5167-116-109 ADVERTISING AND PRINTING		
Advertisements	800	800
Legal Notices	800	800
Miscellaneous	250	250
	1,850	1,850

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	2011-12 REVISED	2012-13 BUDGET
116-109 CDBG ADMIN		
5173-116-109 OTHER TELEPHONE		
Cellular Phone Service	1,500	1,500
5190-116-109 OTHER EXPENSE		
Community Events	1,000	1,000
Environmental Reviews	500	500
Neighborhood Porch Equipment	250	250
	1,750	1,750
 TOTAL, M & O	 19,450	 19,450
 5125-116-109 BUILDING REPAIRS/MAINTENANCE	 3,915	 4,440
5164-116-109 EQUIPMENT EXPENSE	900	2,380
5165-116-109 DUPLICATING CENTER	7,380	6,060
5175-116-109 MAIL SERVICES	1,010	1,650
5178-116-109 OFFICE AUTOMATION	4,450	8,615
5183-116-109 INSURANCE		
Liability Insurance	5,260	8,710
Property Insurance	790	845
	6,050	9,555
 TOTAL, INTERNAL SERVICE CHARGES	 23,705	 32,700
 SUBTOTAL, CDBG/ADMIN	 432,055	 464,700
 5901-116-109 ALLOCATED IN		
City Council	3,705	3,825
City Manager	9,820	10,470
Video Services	485	470

(continued on next page)

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
116-109 CDBG ADMIN		
5901-116-109 ALLOCATED IN (continued)		
Finance	41,185	38,860
Human Resources	7,045	7,775
Community Services/Administration	39,020	33,885
	<u>101,260</u>	<u>95,285</u>
5902-116-109 ALLOCATED OUT		
Neighborhood Services/CDBG Capital Projects	(236,245)	(317,000)
TOTAL, CDBG ADMIN	297,070	242,985

**CITY OF ESCONDIDO
 FY 2012-13 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.

<u>Sources of Funds:</u>	2012-13	2013-14
Assessments	\$ 727,450	\$ 727,450
Charges to Departments	5,760	5,760
Reserves	137,620	137,620
TOTAL, Sources	<u>\$ 870,830</u>	<u>\$ 870,830</u>

<u>Uses of Funds:</u>		
<u>Operating Budget</u>		
Maintenance and Operations	\$ 728,585	\$ 728,585
Internal Service Charges	2,640	2,640
Allocations	139,605	139,605
TOTAL, Uses	<u>\$ 870,830</u>	<u>\$ 870,830</u>

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Department Summary**

LANDSCAPE MAINTENANCE DISTRICT

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

BUDGET SUMMARY

	2009-10 Actual	2010-11 Actual	2011-12 Revised	2012-13 Budget
STAFFING:				
Regular Full-Time	0.0	0.0	0.0	0.0
Regular Part-Time (FTE)	0.0	0.0	0.0	0.0
Temporary Part-Time (FTE)	0.0	0.0	0.0	0.0
Department Total	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>
BUDGET:				
Employee Services	0	0	0	0
Maintenance & Operations	493,243	491,555	702,085	728,585
Internal Service Charges	2,592	2,712	2,710	2,640
Allocations (Net)	108,252	135,985	140,320	139,605
Total Budget	<u>604,087</u>	<u>630,252</u>	<u>845,115</u>	<u>870,830</u>

DEPARTMENT PRIORITIES

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

MAJOR BUDGET IMPACTS

- Increase in the amount budgeted for Water

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
126-795 LANDSCAPE MAINTENANCE DISTRICT		
5131-126-795 PROFESSIONAL SERVICES	448,525	452,835
5170-126-795 UTILITIES		
Electricity	6,610	7,550
5171-126-795 WATER	246,950	268,200
TOTAL, M & O	702,085	728,585
5183-126-795 INSURANCE		
Liability	2,710	2,640
TOTAL, INTERNAL SERVICE CHARGES	2,710	2,640
SUBTOTAL, LANDSCAPE MAINTENANCE DISTRICT	704,795	731,225
5901-126-795 ALLOCATED IN		
Finance	7,140	6,940
Engineering	133,180	132,665
	<u>140,320</u>	<u>139,605</u>
TOTAL, LANDSCAPE MAINTENANCE DISTRICT	845,115	870,830



**CITY OF ESCONDIDO
 FY 2012-13 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:

	2012-13	2013-14
Loan Repayments	\$ 307,725	\$ 429,640
Sale of City Property	350,000	-
Transfer from General Fund	25,000	25,000
Transfer from Redevelopment Obligation Retirement Fund	-	694,980
TOTAL, Sources	\$ 682,725	\$ 1,149,620

Uses of Funds:

<u>Operating Budget</u>		
Employee Services	\$ 365,490	\$ 365,490
Maintenance and Operations	265,330	218,330
Internal Service Charges	58,755	58,755
Allocations	(78,325)	(78,325)
TOTAL, Operating Budget	611,250	564,250
Housing Programs	71,475	585,370
TOTAL, Uses	\$ 682,725	\$ 1,149,620

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Department Summary**

SUCCESSOR AGENCY-HOUSING

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

BUDGET SUMMARY

	2009-10 Actual	2010-11 Actual	2011-12 Revised	2012-13 Budget
STAFFING:				
Regular Full-Time	7.0	7.0	7.0	4.0
Contract or Grant Funded	0.0	0.0	0.0	0.0
Temporary Part-Time (FTE)	1.1	1.1	1.1	0.0
Department Total	<u>8.1</u>	<u>8.1</u>	<u>8.1</u>	<u>4.0</u>
BUDGET:				
Employee Services	596,824	595,401	633,665	365,490
Maintenance & Operations	122,522	88,087	147,730	265,330
Internal Service Charges	57,706	52,191	74,800	58,755
Allocations (Net)	259,377	294,166	314,635	(78,325)
Total Budget	<u>1,036,429</u>	<u>1,029,845</u>	<u>1,170,830</u>	<u>611,250</u>

DEPARTMENT PRIORITIES

- Continue to provide the highest level of customer service
- Implement direction from the City Council on program additions and/or program changes
- Assess the effectiveness of affordable housing programs and special projects through collection and analysis of available statistical and anecdotal information

MAJOR BUDGET IMPACTS

- Authorized positions decreased by 3
- Rental subsidy was reclassified from a capital project expense to an M&O expense
- Decrease in office automation internal service charges
- Decrease in allocations in from general fund departments due to dissolution of the redevelopment agency
- Increase in allocations out for grant administration

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
281-081 SUCCESSOR AGENCY-HOUSING		
5001-281-081 REGULAR FULL-TIME		
0 Housing Manager	85,250	0
1 Associate Planner	67,680	73,910
0 Department Assistant	37,825	0
1 Management Analyst	73,675	80,460
2 Program Coordinators	162,460	109,100
Council Pay	0	9,000
Budget Adjustment-MOU agreements (07-08)	13,710	0
Adjustments:		
Pay Reductions	<u>(25,210)</u>	<u>(15,820)</u>
	415,390	256,650
5004-281-081 TEMPORARY PART-TIME		
Temporary Help	22,500	0
5025-281-081 EMPLOYEE OVERHEAD		
Existing Staff	211,045	106,600
Temporary Positions	6,990	0
Budget Adjustment-MOU agreements (07-08)	(27,405)	0
Adjustments:		
Pay Reductions	<u>(8,520)</u>	<u>(4,275)</u>
	182,110	102,325
5030-281-081 FLEXIBLE BENEFITS		
	13,665	6,515
TOTAL, EMPLOYEE SERVICES	633,665	365,490
5101-281-081 OFFICE/OPERATING SUPPLIES		
	5,000	1,500
5126-281-081 MAINTENANCE OF EQUIPMENT		
	1,080	1,080
5131-281-081 PROFESSIONAL SERVICES/CONTRACTS		
Appraisal Fees, Title Policy, Recording Fees, Misc.	4,000	0
Compliance Services	15,000	15,000
Fair Housing Contract	17,000	0

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**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
281-081 SUCCESSOR AGENCY-HOUSING		
5131-281-081 PROFESSIONAL SERVICES/CONTRACTS (continued)		
Financial Analysis Consultant	25,000	5,000
Housing Element	25,000	0
Lead Based Paint Program	20,000	10,000
Mortgage Certificate Credits (MCC)	5,000	5,000
Project Consultants	15,000	0
Pro 1099 Software (1098 Mortgage Interest)	0	250
	126,000	35,250
5136-281-081 RENTAL SUBSIDY	0	222,000
5160-281-081 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	4,000	0
5161-281-081 MILEAGE REIMBURSEMENT		
Miscellaneous	750	0
5162-281-081 DUES AND SUBSCRIPTIONS		
Professional Organizations	4,200	1,500
Individual Reports & Studies	1,100	0
	5,300	1,500
5167-281-081 ADVERTISING AND PRINTING		
Public Hearing Notices, Miscellaneous	600	500
5190-281-081 OTHER EXPENSE		
Rent Review Management-Postage & Printing	5,000	3,500
TOTAL, M & O	147,730	265,330
5125-281-081 BUILDING REPAIRS/MAINTENANCE		
	28,125	24,000
5165-281-081 DUPLICATING CENTER		
	4,225	5,275
5172-281-081 TELEPHONE		
	4,805	4,885

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	2011-12 REVISED	2012-13 BUDGET
281-081 SUCCESSOR AGENCY-HOUSING		
5175-281-081 MAIL SERVICES	5,100	3,865
5178-281-081 OFFICE AUTOMATION	21,275	11,180
5183-281-081 INSURANCE		
Liability Insurance	9,915	8,205
Property Insurance	1,355	1,345
	11,270	9,550
TOTAL, INTERNAL SERVICE CHARGES	74,800	58,755
SUBTOTAL, SUCCESSOR AGENCY-HOUSING	856,195	689,575
 5901-281-081 ALLOCATED IN		
City Council	8,440	0
City Manager	22,370	0
Video Services	1,110	0
City Attorney	149,915	0
City Clerk	47,790	0
Finance	66,810	0
Human Resources	14,690	0
Information Systems	7,635	0
Community Services Administration	88,375	55,800
	407,135	55,800
 5902-281-081 ALLOCATED OUT		
Home Program	(82,265)	(51,120)
Mobilehome Park Management	(10,235)	(42,000)
Engineering - Grant Administration	0	(20,690)
Recreation - Grant Administration	0	(10,345)
Public Art	0	(9,970)
	(92,500)	(134,125)
TOTAL, SUCCESSOR AGENCY-HOUSING	1,170,830	611,250



**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Special Revenue Fund Sources and Uses**

MOBILEHOME PARK MANAGEMENT

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

<u>Sources of Funds:</u>	2012-13	2013-14
Rental Income-The Views	\$ 23,530	\$ 23,530
Rental Income-Mountain Shadows	115,610	115,610
TOTAL, Sources	\$ 139,140	\$ 139,140

<u>Uses of Funds:</u>	2012-13	2013-14
Maintenance and Operations	\$ 96,480	\$ 96,480
Internal Service Charges	575	575
Allocations	42,000	42,000
TOTAL, Operating Budget	139,055	139,055
Reserves	85	85
TOTAL, Uses	\$ 139,140	\$ 139,140

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Department Summary**

MOBILEHOME PARK MANAGEMENT

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

BUDGET SUMMARY

	2009-10 Actual	2010-11 Actual	2011-12 Revised	2012-13 Budget
STAFFING:				
Regular Full-Time	0.0	0.0	0.0	0.0
Contract or Grant Funded	0.0	0.0	0.0	0.0
Regular Part-Time (FTE)	0.0	0.0	0.0	0.0
Temporary Part-Time (FTE)	0.0	0.0	0.0	0.0
Department Total	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>
BUDGET:				
Employee Services	0	0	0	0
Maintenance & Operations	7,193	10,155	21,780	96,480
Internal Service Charges	1,992	696	660	575
Allocations (Net)	20,484	19,068	10,235	42,000
Total Budget	<u>29,669</u>	<u>29,919</u>	<u>32,675</u>	<u>139,055</u>

DEPARTMENT PRIORITIES

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

MAJOR BUDGET IMPACTS

- HOA dues were netted against rental income in prior years
- Increase in allocation in from the Successor Agency-Housing Fund

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
283-083 MOBILEHOME PARK MANAGEMENT		
5101-283-083 OFFICE/OPERATING SUPPLIES	0	1,200
5131-283-083 PROFESSIONAL SERVICES		
Foreclosures/Evictions/Abandonments	250	500
Improvements	10,000	6,000
Meter Reading Services	1,900	1,900
Miscellaneous	1,500	1,500
Process Service (3/60's)	300	500
Tree Trimming/Removal	2,000	4,000
HOA Dues - Escondido Views	0	18,900
HOA Dues - Mountain Shadows	0	55,800
	15,950	89,100
5167-283-083 ADVERTISING & PRINTING	80	80
5190-283-083 OTHER EXPENSE		
Possessory Interest Tax: Mountain Shadows	4,000	4,000
Possessory Interest Tax: The Views	1,750	2,100
	5,750	6,100
TOTAL, M & O	21,780	96,480
5183-283-083 INSURANCE		
Liability Insurance	155	100
Property Insurance	505	475
	660	575
TOTAL, INTERNAL SERVICE CHARGES	660	575
SUBTOTAL, MOBILEHOME PARK MANAGEMENT	22,440	97,055

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
283-083 MOBILEHOME PARK MANAGEMENT		
5901-284-083 ALLOCATED IN		
Housing/Successor Agency-Housing	10,235	42,000
TOTAL, MOBILEHOME PARK MANAGEMENT	32,675	139,055

**CITY OF ESCONDIDO
 FY 2012-13 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.

<u>Sources of Funds:</u>	2012-13	2013-14
Grant	\$ 406,865	\$ 406,865
Interest	5,000	5,000
Loan Repayments	25,020	25,020
TOTAL, Revenue	\$ 436,885	\$ 436,885

<u>Uses of Funds:</u>		
Operating Budget		
Maintenance and Operations	\$ 11,495	\$ 11,495
Internal Service Charges	590	590
Allocations	51,120	51,120
TOTAL, Operating Budget	63,205	63,205
Programs	373,680	373,680
TOTAL, Uses	\$ 436,885	\$ 436,885

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Department Summary**

HOME PROGRAM

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

BUDGET SUMMARY

	2009-10 Actual	2010-11 Actual	2011-12 Revised	2012-13 Budget
STAFFING:				
Regular Full-Time	0.0	0.0	0.0	0.0
Contract or Grant Funded	0.0	0.0	0.0	0.0
Regular Part-Time (FTE)	0.0	0.0	0.0	0.0
Temporary Part-Time (FTE)	0.0	0.0	0.0	0.0
Department Total	0.0	0.0	0.0	0.0
BUDGET:				
Employee Services	0	0	0	0
Maintenance & Operations	67,751	17,846	19,925	11,495
Internal Service Charges	2,316	612	595	590
Allocations (Net)	64,284	68,736	82,265	51,120
Total Budget	134,351	87,194	102,785	63,205

DEPARTMENT PRIORITIES

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

MAJOR BUDGET IMPACTS

- Decrease in Professional Services
- Decrease in allocation out to the Successor Agency-Housing Fund

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
284-084 HOME PROGRAM		
5101-284-084 OFFICE/OPERATING SUPPLIES	1,700	1,700
5131-284-084 PROFESSIONAL SERVICES/CONTRACTS		
Professional Services	4,000	2,000
Fair Housing Contract	5,500	0
Compliance Services	5,000	5,000
	14,500	7,000
5160-284-084 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	2,000	1,000
5161-284-084 MILEAGE REIMBURSEMENT		
Miscellaneous	360	370
5162-284-084 DUES AND SUBSCRIPTIONS		
Professional Organizations	900	900
5167-284-084 ADVERTISING AND PRINTING	465	525
TOTAL, M & O	19,925	11,495
5183-284-084 INSURANCE		
Liability Insurance	350	320
Property Insurance	245	270
	595	590
TOTAL, INTERNAL SERVICE CHARGES	595	590
SUBTOTAL, HOME PROGRAM	20,520	12,085

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
284-084 HOME PROGRAM		
5901-284-084 ALLOCATED IN		
Housing (HELP Program)/Successor Agency-Housing	82,265	51,120
TOTAL, HOME PROGRAM	102,785	63,205

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Special Revenue Fund 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:

	2012-13	2013-14
County of San Diego Trust Fund-ROPS	\$ 11,261,820	\$ 10,863,340
TOTAL, Sources	\$ 11,261,820	\$ 10,863,340

Uses of Funds:

Transfer to Successor Agency-Housing	\$ -	\$ 694,980
Transfer to Successor Agency-Redevelopment	291,000	291,000
Transfer to Successor Agency-Housing Debt Service	-	2,405,000
Transfer to Successor Agency-Debt Service	10,970,820	7,472,360
TOTAL, Uses	\$ 11,261,820	\$ 10,863,340

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Department Summary**

REDEVELOPMENT OBLIGATION RETIREMENT FUND

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

BUDGET SUMMARY

	2009-10 Actual	2010-11 Actual	2011-12 Revised	2012-13 Budget
STAFFING:				
Regular Full-Time	0.0	0.0	0.0	0.0
Contract or Grant Funded	0.0	0.0	0.0	0.0
Regular Part-Time (FTE)	0.0	0.0	0.0	0.0
Temporary Part-Time (FTE)	0.0	0.0	0.0	0.0
Department Total	0.0	0.0	0.0	0.0
BUDGET:				
Employee Services	0	0	0	0
Maintenance & Operations	0	0	0	0
Internal Service Charges	0	0	0	0
Allocations (Net)	0	0	0	0
Total Budget	0	0	0	0

DEPARTMENT PRIORITIES

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

MAJOR BUDGET IMPACTS

- This fund was created as a result of ABx 126 which eliminated redevelopment agencies
- Uses of funds are for payment of loan/bond principal and interest and administrative costs until the redevelopment agency is completely dissolved

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Special Revenue Fund Sources and Uses**

SUCCESSOR AGENCY-REDEVELOPMENT

This fund was established to account for the administrative costs incurred during the dissolution of the redevelopment agency.

Sources of Funds:

	2012-13	2013-14
Transfer from Redevelopment Obligation Retirement Fund	\$ 291,000	\$ 291,000
TOTAL, Sources	\$ 291,000	\$ 291,000

Uses of Funds:

Maintenance and Operations	\$ 30,000	\$ 30,000
Allocations	261,000	261,000
TOTAL, Uses	\$ 291,000	\$ 291,000

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Department Summary**

SUCCESSOR AGENCY-REDEVELOPMENT

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

BUDGET SUMMARY

	2009-10 Actual	2010-11 Actual	2011-12 Revised	2012-13 Budget
STAFFING:				
Regular Full-Time	0.0	0.0	0.0	0.0
Contract or Grant Funded	0.0	0.0	0.0	0.0
Regular Part-Time (FTE)	0.0	0.0	0.0	0.0
Temporary Part-Time (FTE)	0.0	0.0	0.0	0.0
Department Total	0.0	0.0	0.0	0.0
BUDGET:				
Employee Services	0	0	0	0
Maintenance & Operations	0	0	0	30,000
Internal Service Charges	0	0	0	0
Allocations (Net)	0	0	0	261,000
Total Budget	0	0	0	291,000

DEPARTMENT PRIORITIES

- To make timely payments of administrative costs incurred by the winding down of the redevelopment agency

MAJOR BUDGET IMPACTS

- This fund was created as a result of ABx 126 which eliminated redevelopment agencies

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
291-091 SUCCESSOR AGENCY-REDEVELOPMENT		
5131-291-091 PROFESSIONAL SERVICES/CONTRACTS		
Audit and Consulting Fees	0	30,000
TOTAL, M & O	0	30,000
5901-291-091 ALLOCATED IN		
City Manager	0	26,100
City Attorney	0	52,200
City Clerk	0	26,100
Finance	0	156,600
	0	261,000
TOTAL, SUCCESSOR AGENCY-REDEVELOPMENT	0	291,000



Debt Service Funds



**CITY OF ESCONDIDO
 FY 2012-13 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:

	2012-13	2013-14
Secured Property Tax	\$ 5,137,845	\$ 5,148,220
Penalties	38,950	38,975
Interest	18,000	11,000
TOTAL, Sources	<u>\$ 5,194,795</u>	<u>\$ 5,198,195</u>

Uses of Funds:

Bond Interest	\$ 3,563,145	\$ 1,700,000
Bond Expense	1,650	1,650
Bond Principal	1,630,000	3,496,545
TOTAL, Uses	<u>\$ 5,194,795</u>	<u>\$ 5,198,195</u>

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Department Summary**

GENERAL OBLIGATION BOND DEBT SERVICE

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

BUDGET SUMMARY

	2009-10 Actual	2010-11 Actual	2011-12 Revised	2012-13 Budget
STAFFING:				
Regular Full-Time	0.0	0.0	0.0	0.0
Regular Part-Time (FTE)	0.0	0.0	0.0	0.0
Temporary Part-Time (FTE)	0.0	0.0	0.0	0.0
Department Total	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>
BUDGET:				
Employee Services	0	0	0	0
Maintenance & Operations	<u>5,188,795</u>	<u>5,188,745</u>	<u>5,193,695</u>	<u>5,194,795</u>
Total Budget	<u>5,188,795</u>	<u>5,188,745</u>	<u>5,193,695</u>	<u>5,194,795</u>

DEPARTMENT PRIORITIES

- Not Applicable

MAJOR BUDGET IMPACTS

- None

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
320-150 GENERAL OBLIGATION BOND DEBT SERVICE		
5502-320-150 BOND INTEREST	3,627,045	3,563,145
5505-320-150 BOND EXPENSE	1,650	1,650
5520-320-150 BOND PRINCIPAL	1,565,000	1,630,000
TOTAL, M & O	5,193,695	5,194,795
TOTAL, GENERAL OBLIGATION BOND DEBT SERVICE	5,193,695	5,194,795



**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Debt Service Fund Sources and Uses**

VINEYARD GOLF COURSE DEBT SERVICE

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

Sources of Funds:

	2012-13	2013-14
Transfer from Recreation Fund	\$ 677,860	\$ 674,770
Interest	900	900
TOTAL, Sources	\$ 678,760	\$ 675,670

Uses of Funds:

Bond Interest	\$ 127,260	\$ 79,170
Bond Expense	1,500	1,500
Bond Principal	550,000	595,000
TOTAL, Uses	\$ 678,760	\$ 675,670

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Department Summary**

VINEYARD GOLF COURSE DEBT SERVICE

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

BUDGET SUMMARY

	2009-10 Actual	2010-11 Actual	2011-12 Revised	2012-13 Budget
STAFFING:				
Regular Full-Time	0.0	0.0	0.0	0.0
Regular Part-Time (FTE)	0.0	0.0	0.0	0.0
Temporary Part-Time (FTE)	0.0	0.0	0.0	0.0
Department Total	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>
BUDGET:				
Employee Services	0	0	0	0
Maintenance & Operations	681,400	678,810	678,070	678,760
Total Budget	<u>681,400</u>	<u>678,810</u>	<u>678,070</u>	<u>678,760</u>

DEPARTMENT PRIORITIES

- Not Applicable

MAJOR BUDGET IMPACTS

- None

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
375-175 VINEYARD GOLF COURSE DEBT SERVICE		
5502-375-175 BOND INTEREST	171,570	127,260
5505-375-175 BOND EXPENSE	1,500	1,500
5520-375-175 BOND PRINCIPAL	505,000	550,000
TOTAL, M & O	678,070	678,760
TOTAL, VINEYARD GOLF COURSE DEBT SERVICE	678,070	678,760



**CITY OF ESCONDIDO
 FY 2012-13 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:

	2012-13	2013-14
Transfer from General Fund	\$ 378,775	\$ 383,705
Interest	1,700	1,700
TOTAL, Sources	\$ 380,475	\$ 385,405

Uses of Funds:

Bond Interest	\$ 262,475	\$ 257,405
Bond Expense	3,000	3,000
Bond Principal	115,000	125,000
TOTAL, Uses	\$ 380,475	\$ 385,405

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Department Summary**

REIDY CREEK GOLF COURSE DEBT SERVICE

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

BUDGET SUMMARY

	2009-10 Actual	2010-11 Actual	2011-12 Revised	2012-13 Budget
STAFFING:				
Regular Full-Time	0.0	0.0	0.0	0.0
Regular Part-Time (FTE)	0.0	0.0	0.0	0.0
Temporary Part-Time (FTE)	0.0	0.0	0.0	0.0
Department Total	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>
BUDGET:				
Employee Services	0	0	0	0
Maintenance & Operations	356,500	363,190	370,015	380,475
Total Budget	<u>356,500</u>	<u>363,190</u>	<u>370,015</u>	<u>380,475</u>

DEPARTMENT PRIORITIES

- Not Applicable

MAJOR BUDGET IMPACTS

- None

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
376-175 REIDY CREEK GOLF COURSE DEBT SERVICE		
5502-376-175 BOND INTEREST	267,015	262,475
5505-376-175 BOND EXPENSE	3,000	3,000
5520-376-175 BOND PRINCIPAL	100,000	115,000
TOTAL, M & O	370,015	380,475
TOTAL, REIDY CREEK GOLF COURSE DEBT SERVICE	370,015	380,475



**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Debt Service Fund Sources and Uses**

SUCCESSOR AGENCY-HOUSING DEBT SERVICE

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

Sources of Funds:

	2012-13	2013-14
Transfer from Redevelopment Obligation Retirement Fund	\$ -	\$ 2,405,000
TOTAL, Sources	\$ -	\$ 2,405,000

Uses of Funds:

Loan Principal	\$ -	\$ 1,850,000
Loan Interest	-	555,000
TOTAL, Uses	\$ -	\$ 2,405,000

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Department Summary**

SUCCESSOR AGENCY-HOUSING DEBT SERVICE

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

BUDGET SUMMARY

	2009-10 Actual	2010-11 Actual	2011-12 Revised	2012-13 Budget
STAFFING:				
Regular Full-Time	0.0	0.0	0.0	0.0
Regular Part-Time (FTE)	0.0	0.0	0.0	0.0
Temporary Part-Time (FTE)	0.0	0.0	0.0	0.0
Department Total	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>
BUDGET:				
Employee Services	0	0	0	0
Maintenance & Operations	0	1,026,467	0	0
Total Budget	<u>0</u>	<u>1,026,467</u>	<u>0</u>	<u>0</u>

DEPARTMENT PRIORITIES

- Not Applicable

MAJOR BUDGET IMPACTS

- There are no CAL HFA loans due until FY 2013-14

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Debt Service Fund Sources and Uses**

SUCCESSOR AGENCY-DEBT SERVICE

This fund was established to account for the repayment of debt related to the construction of City Hall and the Civic Center Complex.

Sources of Funds:

	2012-13	2013-14
Transfer from Redevelopment Obligation Retirement Fund	\$ 10,970,820	\$ 7,472,360
TOTAL, Sources	\$ 10,970,820	\$ 7,472,360

Uses of Funds:

Bond Expense	\$ 15,000	\$ 15,000
Bond Interest	3,628,560	3,413,465
Bond Principal	7,327,260	4,043,895
TOTAL, Uses	\$ 10,970,820	\$ 7,472,360

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Department Summary**

SUCCESSOR AGENCY-DEBT SERVICE

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

BUDGET SUMMARY

	2009-10 Actual	2010-11 Actual	2011-12 Revised	2012-13 Budget
STAFFING:				
Regular Full-Time	0.0	0.0	0.0	0.0
Regular Part-Time (FTE)	0.0	0.0	0.0	0.0
Temporary Part-Time (FTE)	0.0	0.0	0.0	0.0
Department Total	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>
BUDGET:				
Employee Services	0	0	18,260	0
Maintenance & Operations	8,525,137	11,758,493	20,008,475	10,970,820
Total Budget	<u>8,525,137</u>	<u>11,758,493</u>	<u>20,026,735</u>	<u>10,970,820</u>

DEPARTMENT PRIORITIES

- Not Applicable

MAJOR BUDGET IMPACTS

- As a result of ABx 1 26, which eliminated redevelopment agencies, employee services, professional services, property tax administration and pass through fees have been eliminated from this fund

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
387-187 SUCCESSOR AGENCY-DEBT SERVICE		
5001-387-187 REGULAR FULL-TIME		
Community Development Commission Salaries	18,000	0
5025-387-187 EMPLOYEE OVERHEAD		
Overhead on Commission Salaries	260	0
TOTAL, EMPLOYEE SERVICES	18,260	0
5131-387-187 PROFESSIONAL SERVICES		
Audit and Consulting Fees	20,000	0
Budget Adjustment-Consulting Services (08-04)	118,285	0
	<u>138,285</u>	<u>0</u>
5502-387-187 BOND INTEREST	2,345,190	3,628,560
5504-387-187 PROPERTY TAX ADMINISTRATION	255,585	0
5505-387-187 BOND EXPENSE	15,000	15,000
5520-387-187 BOND PRINCIPAL	8,320,000	7,327,260
5530-387-187 PASS THROUGH FEES	8,934,415	0
TOTAL, M & O	20,008,475	10,970,820
TOTAL, SUCCESSOR AGENCY-DEBT SERVICE	20,026,735	10,970,820



Enterprise Funds



**CITY OF ESCONDIDO
 FY 2012-13 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.

<u>Sources of Funds:</u>	2012-13	2013-14
Water Sales	\$ 35,468,420	\$ 36,500,000
Water Service Charges	10,710,000	11,245,500
Vista Irrigation District (filtration charge)	1,500,000	1,500,000
Sale of Electric Power	150,000	150,000
Lake Income	800,000	800,000
Connection Charges	375,000	375,000
Other Revenue	30,000	30,000
Interest	250,000	250,000
Vista Irrigation District (Capital Project Reimbursement)	1,150,000	151,500
State Grants	2,000,000	-
Reserves	-	29,895
TOTAL, Sources	\$ 52,433,420	\$ 51,031,895

<u>Uses of Funds:</u>		
<u>Operating Budget (Water, Canal and Lakes)</u>		
Employee Services	\$ 7,938,640	\$ 7,938,640
Maintenance and Operations	32,099,570	32,106,580
Capital Outlay	52,000	52,000
Internal Service Charges	1,621,140	1,621,140
Allocations	4,738,440	4,738,440
TOTAL, Operating Budget	46,449,790	46,456,800
Transfer to Water Capital Project Fund	2,600,000	3,300,000
Bond Principal	790,000	1,175,000
SRF Loan Principal	97,625	100,095
Reserves	2,496,005	-
TOTAL, Uses	\$ 52,433,420	\$ 51,031,895

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Department Summary**

WATER

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

BUDGET SUMMARY

	2009-10 Actual	2010-11 Actual	2011-12 Revised	2012-13 Budget
STAFFING:				
Regular Full-Time	61.0	62.0	61.0	62.0
Contract/Grant Funded	5.0	5.0	5.0	5.0
Temporary Part-Time (FTE)	4.5	1.8	1.8	0.7
Department Total	70.5	68.8	67.8	67.7
BUDGET:				
Employee Services	5,423,279	5,422,364	5,972,110	6,080,545
Maintenance & Operations	23,277,835	20,818,322	31,044,600	31,376,745
Capital	13,624	20,782	15,000	15,000
Internal Service Charges	839,033	881,611	905,635	1,150,785
Allocations (Net)	4,213,584	4,228,810	4,237,130	4,713,445
Total Budget	33,767,355	31,371,889	42,174,475	43,336,520

DEPARTMENT PRIORITIES

- Provide safe, reliable, quality water to the residents, businesses and agricultural interests of Escondido in an economical and effective manner
- Provide water education and public outreach for water resources, water quality, conservation, watershed management and pollution prevention
- Maintain the water treatment facilities and distribution system to meet or exceed all regulatory mandates
- 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 the amounts budgeted for water treatment chemicals, minor tools & equipment and bond interest
- Increase in equipment expense internal service charges
- Increase in allocation in from wastewater
- Decrease in allocation out for wastewater bond interest

CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
555-410 WATER		
5001-555-410 REGULAR FULL-TIME		
1 Deputy Director/Utilities Construction & Maintenance	102,905	107,020
1 Director of Utilities	133,200	138,000
1 Administrative Aide	32,615	33,920
1 Administrative Assistant	37,825	39,335
1 Assistant Planner II	61,980	64,460
1 Control System Technician II	62,015	68,060
2 Cross Connection Tech I/II's	99,380	103,870
1 Department Assistant (from 5004)	0	35,675
1 Deputy Director/Water	106,380	110,640
2 Engineer I/II	124,330	132,375
1 Field Engineering Inspector II	61,980	64,460
1 Laboratory Technician II	60,430	62,850
1 Management Analyst I	54,850	57,045
1 Meter Reader Supervisor	70,080	72,885
3 Sr. Water Distribution Supervisors	236,410	245,860
8 Sr. Water Distribution Technicians	421,025	450,290
1 Water Distribution Superintendent	90,370	93,985
19 Water Distribution Technician I/II's	834,490	867,215
2 Water Service Representatives	81,710	89,670
1 Water Treatment Plant Operations Superintendent	86,720	90,185
1 Water Treatment Plant Operations Supervisor	85,490	88,910
10 Water Treatment Plant Operator In Training, I & II's & III's	662,355	704,070
1 Utilities Analyst	64,705	67,290
Shift Differential	19,380	19,380
Bilingual Pay	17,550	20,150
Confined Space Team	36,200	36,200
Certification Pay	18,000	18,000
Vacation-Holiday Payoff	17,000	17,000
Retirement Contingency	30,705	30,705
Budget Adjustment-MOU agreements (07-08)	138,485	0
Adjustments:		
Pay Reductions	<u>(176,405)</u>	<u>(180,045)</u>
	3,672,160	3,749,460
5002-555-410 CONTRACT/GRANT FUNDED		
5 Water Meter Readers	168,675	177,845
Pay Reductions	<u>(7,355)</u>	<u>(7,540)</u>
	161,320	170,305

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
555-410 WATER		
5004-555-410 TEMPORARY PART-TIME		
Department Specialist	14,335	14,335
Department Specialist/Administrative Aide w/PERS (to 5001)	21,260	<u>0</u>
	35,595	14,335
5020-555-410 OVERTIME		
Comp Time Contingency	8,000	8,000
Emergency Overtime	135,000	135,000
Holiday Pay	23,760	23,760
Stand-By	36,400	36,400
	<u>203,160</u>	<u>203,160</u>
5025-555-410 EMPLOYEE OVERHEAD		
Existing Staff	2,012,490	1,816,720
Contract/Grant Funded Positions	120,675	100,440
Temporary Positions	7,690	690
Shift/Bilingual/Holiday/Retirement/Overtime Pay	32,665	12,700
Confined Space/Certification Pay	20,805	16,335
Budget Adjustment-MOU agreements (07-08)	(276,275)	0
Adjustments:		
Pay Reductions	(66,720)	(53,845)
	<u>1,851,330</u>	<u>1,893,040</u>
5030-555-410 FLEXIBLE BENEFITS	48,545	50,245
TOTAL, EMPLOYEE SERVICES	5,972,110	6,080,545
5101-555-410 OFFICE/OPERATING SUPPLIES		
LPG for Water Treatment Plant	29,920	29,920
Miscellaneous Parts & Supplies	300,500	300,500
Office Supplies	18,450	18,450
Safety Items	20,090	20,090
Small Tools and Equipment	8,500	8,500
T-Shirts	1,950	1,950
Uniforms	19,390	19,390
Water Treatment Plant	25,000	25,000
	<u>423,800</u>	<u>423,800</u>

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	2011-12 REVISED	2012-13 BUDGET
555-410 WATER		
5104-555-410 PURCHASED WATER	21,805,200	20,500,000
5106-555-410 CHEMICALS		
Water Treatment Chemicals	2,098,555	3,500,000
5107-555-410 MINOR TOOLS & EQUIPMENT		
2100Q Portable Turbidimeter (1R)	0	1,100
LPD 250 Aluminum Diffuser (1R)	0	1,000
Power Grit Utility Saw Chain (1R)	0	4,500
Wacker 2 Stroke BS50 Oil Injected Ram (1R)	0	3,000
Traffic Control Signage and Trailer (1R)	0	12,000
	0	21,600
5126-555-410 MAINTENANCE OF EQUIPMENT		
Bear Valley Power Plant Maintenance	10,000	10,000
Cleaning/Inspection Equipment	2,000	2,000
Copier Maintenance	700	700
Distributions System SCADA	10,000	10,000
Laboratory and Office Equipment	1,800	1,800
Meter Reading Equipment	3,000	3,000
Model 4040 Flocculator Drive	0	7,000
Power Plant Maintenance	5,000	5,000
Process Instrumentation	15,000	15,000
Spare Parts-PLC 5/60-WTP	2,000	2,000
Treatment Plant Instrumentation	20,000	20,000
WTP Motor & Pump Repair	45,000	45,000
	114,500	121,500
5128-555-410 MAJOR MAINTENANCE		
Chlorine System SCADA Re-build	3,000	3,000
5131-555-410 PROFESSIONAL SERVICES/CONTRACTS		
Chemical Spill Clean-up Contingency	5,000	5,000
Chlorine System Maintenance	12,000	12,000
Consultants Fees	115,000	115,000
Contract Labor	15,000	15,000
Control Systems Maintenance	70,000	70,000
Customer Service/Emergency Assistance	15,000	15,000

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CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
555-410 WATER		
5131-555-410 PROFESSIONAL SERVICES/CONTRACTS (continued)		
Distribution Reservoir Landscape Maintenance	20,000	20,000
Electrical Contractors	20,000	20,000
Instrument Calibration & Certification	15,000	15,000
Lake Divers - Quagga Mussel Control/Inspections	35,000	35,000
Legal Services	515,000	515,000
On-site Training	20,000	20,000
Reservoir Maintenance/Cleaning	18,000	18,000
Site Maintenance	10,000	10,000
State Lobbyist	30,000	30,000
Underground Service Alert	2,885	2,885
Water Conservation Program	39,000	39,000
Water Operations Janitorial	2,000	2,000
WTP Landscaping/Janitorial	28,000	28,000
A-11 Reservoir Repairs	20,000	20,000
	1,006,885	1,006,885
5160-555-410 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	32,250	32,250
5161-555-410 MILEAGE REIMBURSEMENT		
Miscellaneous	600	600
5162-555-410 DUES AND SUBSCRIPTIONS		
ACWA	17,000	17,000
American Public Works Association	250	250
American Water Works Association	2,600	2,600
American Water Works Research Foundation	12,000	12,000
AWWA Partnership for Safe Water	800	800
California Water Awareness	1,300	1,300
Foundation for Cross Connection Control	1,300	1,300
Professional Association Dues	900	900
San Diego County Utility Managers	150	150
Southern California Water Committee	750	750
Technical Publications	1,050	1,050
Water Conservation Publications	520	520
	38,620	38,620
5163-555-410 AUTO ALLOWANCE		
Director of Utilities	5,100	5,100

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
555-410 WATER		
5167-555-410 ADVERTISING AND PRINTING		
Annual Water Quality Report	25,000	25,000
Conservation Program Materials	6,500	6,500
Prop 218 Notification	5,000	5,000
School Tours - WTP	2,000	2,000
	<u>38,500</u>	<u>38,500</u>
5170-555-410 UTILITIES		
Distribution Pump Station Electrical	184,800	184,800
Local Raw Water Lift (Esc)	40,795	40,795
Local Raw Water Lift (VID)	81,585	81,585
Treatment Plant Operation	293,000	293,000
Washwater and Dixon Rec. Lift	76,650	76,650
	<u>676,830</u>	<u>676,830</u>
5171-555-410 WATER		
City Water Expenses	1,734,580	1,500,000
5173-555-410 OTHER TELEPHONE		
Cellular Phones	22,400	22,400
Telephone System	75,000	75,000
	<u>97,400</u>	<u>97,400</u>
5180-555-410 RENT		
Facility Lease	283,960	296,840
Loader/Misc	3,000	3,000
	<u>286,960</u>	<u>299,840</u>
5190-555-410 OTHER EXPENSE		
FERC Fees	110	110
Miscellaneous Supplies	4,200	4,200
OT Allowance	6,500	6,500
Real Estate Taxes	116,960	116,960
S.D. County Hazardous Materials Regulation Fees	2,420	2,420
State Dam Permits (Wohlford, Dixon)	25,300	25,300
State DHS Fee	14,300	14,300

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**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
555-410 WATER		
5190-555-410 OTHER EXPENSE (continued)		
SWRCH Hydrostatic Discharge Permit	1,500	1,500
WTP Operator and Distribution Operator Cert. Renewals	3,630	3,630
	<u>174,920</u>	<u>174,920</u>
5193-555-410 SOFTWARE		
AMMS - MicroWest (WTP)	2,000	2,000
ARC/INFO	1,500	1,500
ArcView	700	700
AutoCad Lite	1,000	1,000
Computer Licensing	9,625	9,625
Itron Maintenance/Support	7,400	7,400
Rockwell Software Support	2,500	2,500
Wonderware Support - WTP	15,000	15,000
XC2 Software Support (for CCC)	950	950
	<u>40,675</u>	<u>40,675</u>
5194-555-410 MINOR OFFICE EQUIPMENT		
Desktop Computers (1N)	0	900
Itron FC-300 (2N)	14,000	0
Laptop Computers (5N)	27,000	13,500
Monitor (1N)	0	500
	<u>41,000</u>	<u>14,900</u>
5501-555-410 INTEREST		
SRF Loan	35,700	33,295
5502-555-410 BOND INTEREST	2,310,765	2,689,680
5505-555-410 BOND EXPENSE	10,500	93,900
5509-555-410 BOND AMORTIZATION		
Amortization of Bond Discount and Deferred Charges	68,260	63,450
TOTAL, M & O	31,044,600	31,376,745

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	2011-12 REVISED	2012-13 BUDGET
555-410 WATER		
5209-555-410 OTHER CAPITAL OUTLAY		
Chemical Feed Pumps (2R)	15,000	15,000
TOTAL, CAPITAL	15,000	15,000
5125-555-410 BUILDING REPAIRS/MAINTENANCE	80,670	86,485
5164-555-410 EQUIPMENT EXPENSE	317,570	589,055
5165-555-410 DUPLICATING CENTER	9,830	8,320
5172-555-410 TELEPHONE	32,175	33,670
5174-555-410 RADIO COMMUNICATIONS	12,695	13,000
5175-555-410 MAIL SERVICES	5,375	4,375
5178-555-410 OFFICE AUTOMATION	58,145	77,620
5183-555-410 INSURANCE		
Liability Insurance	311,000	268,450
Property Insurance	78,175	69,810
	389,175	338,260
TOTAL, INTERNAL SERVICE CHARGES	905,635	1,150,785
SUBTOTAL, WATER	37,937,345	38,623,075
5901-555-410 ALLOCATED IN		
City Council	65,280	67,400
City Manager	186,845	184,540
Video Services	8,590	8,250
City Attorney	299,830	323,650
City Clerk	199,130	191,015
City Treasurer	37,370	38,195

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**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
555-410 WATER		
5901-555-410 ALLOCATED IN (continued)		
Finance	840,210	840,665
Human Resources	134,335	142,540
Risk Management	22,435	21,795
Information Systems	284,270	287,085
Planning	72,380	73,225
Code Enforcement	85,600	93,740
Building	81,920	82,265
Engineering	56,405	49,200
Maintenance/Streets	471,100	476,895
Police	622,270	622,270
Fire	572,955	572,955
Wastewater	883,865	1,060,345
	<u>4,924,790</u>	<u>5,136,030</u>
5902-555-410 ALLOCATED OUT		
Canal Operations	(21,520)	(21,710)
Wastewater	(331,485)	(334,780)
Recycled Water	(30,740)	(30,815)
Stormwater	(34,925)	(35,280)
Wastewater (Bond Interest)	(268,990)	0
	<u>(687,660)</u>	<u>(422,585)</u>
 TOTAL, WATER	 42,174,475	 43,336,520



**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Department Summary**

CANAL OPERATIONS

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

BUDGET SUMMARY

	2009-10 Actual	2010-11 Actual	2011-12 Revised	2012-13 Budget
STAFFING:				
Regular Full-Time	5.0	5.0	5.0	5.0
Regular Part-Time (FTE)	0.0	0.0	0.0	0.0
Temporary Part-Time (FTE)	0.0	0.0	0.0	0.0
Department Total	<u>5.0</u>	<u>5.0</u>	<u>5.0</u>	<u>5.0</u>
BUDGET:				
Employee Services	439,929	451,792	456,100	459,875
Maintenance & Operations	75,714	78,047	180,240	179,740
Capital	0	0	0	12,000
Internal Service Charges	121,044	121,824	125,790	140,455
Allocations (Net)	32,040	23,208	23,270	23,290
Total Budget	<u>668,727</u>	<u>674,871</u>	<u>785,400</u>	<u>815,360</u>

DEPARTMENT PRIORITIES

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

MAJOR BUDGET IMPACTS

- Purchased tractor
- Increase in insurance internal service charges

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	2011-12 REVISED	2012-13 BUDGET
555-412 CANAL OPERATIONS		
5001-555-412 REGULAR FULL-TIME		
1 Canal Superintendent	70,285	73,100
2 Assistant Canal Superintendents	94,855	98,650
2 Canal Assistants I/II's	87,730	91,240
Vacation-Holiday Payoff	5,450	5,450
Budget Adjustment-MOU agreements (07-08)	8,945	0
	267,265	268,440
5020-555-412 OVERTIME		
Emergency Overtime	10,000	10,000
Holiday Pay	7,300	7,300
Standby Pay	15,000	15,000
	32,300	32,300
5025-555-412 EMPLOYEE OVERHEAD		
Existing Staff	153,130	139,870
Vacation-Holiday Pay/Overtime	5,055	2,745
Budget Adjustment-MOU agreements (07-08)	(17,765)	0
	140,420	142,615
5030-555-412 FLEXIBLE BENEFITS	16,115	16,520
TOTAL, EMPLOYEE SERVICES	456,100	459,875
5101-555-412 OFFICE/OPERATING SUPPLIES		
Cement	10,000	10,000
Copper Sulfate	15,000	15,000
Lumber	5,000	5,000
Miscellaneous	20,000	20,000
Office Supplies	1,200	1,200
Road Maintenance	35,000	35,000
Tools	1,000	1,000
T-Shirts	300	300
Uniforms	5,040	5,040
	92,540	92,540

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
555-412 CANAL OPERATIONS		
5126-555-412 MAINTENANCE OF EQUIPMENT		
Equipment Maintenance	3,500	3,500
Fence Repair	12,000	12,000
	15,500	15,500
5131-555-412 PROFESSIONAL SERVICES/CONTRACTS		
Portable Toilet Service	2,800	2,800
Temporary Personnel	60,000	60,000
	62,800	62,800
5162-555-412 DUES AND SUBSCRIPTIONS		
International Society of Explosive Engineers	200	200
5170-555-412 UTILITIES	700	700
5173-555-412 OTHER TELEPHONE		
Cellular Phones	7,500	7,500
5180-555-412 RENT		
Pagers	500	0
5190-555-412 OTHER EXPENSE		
SD County Explosives Permit Renewal	500	500
TOTAL, M & O	180,240	179,740
5209-555-412 OTHER CAPITAL OUTLAY		
Kubota BX 1860 Tractor (1 R)	0	12,000
TOTAL, CAPITAL	0	12,000
5164-555-412 EQUIPMENT EXPENSE	100,365	100,365

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
555-412 CANAL OPERATIONS		
5178-555-412 OFFICE AUTOMATION	4,125	6,890
5183-555-412 INSURANCE		
Liability Insurance	20,865	21,190
Property Insurance	435	12,010
	<u>21,300</u>	<u>33,200</u>
 TOTAL, INTERNAL SERVICE CHARGES	 125,790	 140,455
 SUBTOTAL, CANAL OPERATIONS	 762,130	 792,070
 5901-555-412 ALLOCATED IN		
Information Systems/Data Processing	1,750	1,580
Water	21,520	21,710
	<u>23,270</u>	<u>23,290</u>
 TOTAL, CANAL OPERATIONS	 785,400	 815,360

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Department Summary**

LAKES

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

BUDGET SUMMARY

	2009-10 Actual	2010-11 Actual	2011-12 Revised	2012-13 Budget
STAFFING:				
Regular Full-Time	10.0	10.0	10.0	10.0
Regular Part-Time (FTE)	0.0	0.0	0.0	0.0
Temporary Part-Time (FTE)	28.7	28.7	28.7	28.7
Department Total	<u>38.7</u>	<u>38.7</u>	<u>38.7</u>	<u>38.7</u>
BUDGET:				
Employee Services	1,343,538	1,314,807	1,432,365	1,398,220
Maintenance & Operations	401,672	381,923	486,295	543,085
Capital	14,051	12,931	25,000	25,000
Internal Service Charges	292,862	303,625	305,590	329,900
Allocations (Net)	1,176	1,668	1,695	1,705
Total Budget	<u>2,053,299</u>	<u>2,014,954</u>	<u>2,250,945</u>	<u>2,297,910</u>

DEPARTMENT PRIORITIES

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

MAJOR BUDGET IMPACTS

- Decrease in employee overhead
- Increase in purchase of State Fishing Licenses
- Increase in minor tools & equipment and professional services
- Increase in equipment expense internal service charges

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	2011-12 REVISED	2012-13 BUDGET
555-414 LAKES		
5001-555-414 REGULAR FULL-TIME		
1 Lakes & Open Space Superintendent	75,255	78,265
1 Administrative Assistant	34,310	35,680
2 Lakes & Open Space Supervisors	121,440	126,300
1 Maintenance Technician I/II	35,205	38,640
5 Park Rangers I/II's	203,400	207,900
Vacation/Holiday Payoff	7,400	7,400
Bilingual Pay	2,600	2,600
Retirement Contingency	11,665	10,130
Budget Adjustment-MOU agreements (07-08)	16,855	0
Adjustments:		
Pay Reductions	(23,015)	(23,385)
	485,115	483,530
5004-555-414 TEMPORARY PART-TIME		
<u>Temporaries w/PERS:</u>		
8 Ranger Specialists	180,000	180,000
2 Park Attendants	35,000	35,000
1 Park Attendant III - Concessions	15,000	15,000
<u>All Other Temporaries:</u>		
Dixon:		
11 Park Attendant I's	142,000	142,000
4 Park Attendant II's	50,340	50,340
Dixon Concession:		
6 Park Attendant I's	59,450	59,450
Wohlford:		
7 Park Attendant I's	74,500	74,500
1 Park Attendant III	17,000	17,000
TOTAL, TEMPORARY PART-TIME:	573,290	573,290
5020-555-414 OVERTIME		
Dixon Overtime	2,400	2,400
Holiday Pay	10,000	10,000
	12,400	12,400
5025-555-414 EMPLOYEE OVERHEAD		
Existing Staff	248,220	215,185

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**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
555-414 LAKES		
5025-555-414 EMPLOYEE OVERHEAD (continued)		
Temporary Positions (with PERS)	75,940	69,320
Temporary Positions (w/o PERS)	58,820	36,175
Vacation, Holiday & Bilingual Pay/Overtime	12,235	6,500
Budget Adjustment-MOU agreements (07-08)	(33,590)	0
Adjustments:		
Pay Reductions	(8,385)	(6,715)
	353,240	320,465
5030-555-414 FLEXIBLE BENEFITS	8,320	8,535
TOTAL, EMPLOYEE SERVICES	1,432,365	1,398,220
5101-555-414 OFFICE/OPERATING SUPPLIES		
Dixon:		
Building Supplies	10,000	10,000
Daley Ranch - Misc. Supplies and Equipment	15,000	15,000
Grounds Maintenance	10,000	10,000
Other Supplies	5,000	5,000
Park Ranger Uniform Allowance	8,500	9,500
Pesticides	2,000	2,000
T-Shirts	100	300
Dixon Concession:		
Food and Tackle	50,000	50,000
Uniforms	500	500
Wohlford:		
Building Supplies	7,000	7,000
Chemicals, Trash Bags	1,000	1,000
Grounds Maintenance	2,000	2,000
Other Supplies	5,000	5,000
Park Ranger Uniform Allowance	1,000	1,000
Pesticides	500	500
Parks:		
Purchase of State Fishing Licenses	23,500	49,000
Uniforms/Equipment - Downtown Ranger Program	1,500	2,500
	142,600	170,300

CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail

	<u>2011-12</u> <u>REVISED</u>	<u>2012-13</u> <u>BUDGET</u>
555-414 LAKES		
5107-555-414 MINOR TOOLS & EQUIPMENT		
Battery Chargers - Dixon (2R)	1,250	1,250
Boats-Wohlford (3R) Dixon (4R)	15,000	20,000
Chainsaws (2R)	0	900
Honda Outboard Motors-Wohlford (4R)	5,000	6,670
Radio Batteries (10R)	800	800
Trolling Motors - Dixon (10R)	1,500	1,500
Weed Whips (2R)	900	0
	24,450	31,120
5126-555-414 MAINTENANCE OF EQUIPMENT		
Daley Ranch	2,400	2,400
Dixon	8,725	8,725
Wohlford	5,775	5,775
Rehabilitate Dixon Campground	15,000	15,000
	31,900	31,900
5131-555-414 PROFESSIONAL SERVICES/CONTRACTS		
Daley Ranch Services	10,000	20,000
Dixon Contracts - Fish Plants	119,630	125,610
Portable Toilet Service	42,900	44,900
Wohlford Contracts - Fish Plants	78,380	82,820
	250,910	273,330
5160-555-414 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	2,500	2,500
5162-555-414 DUES AND SUBSCRIPTIONS		
Professional Association Dues	500	500
5167-555-414 ADVERTISING AND PRINTING		
Derby Promotion - Dixon	4,500	4,500
Press Day - Wohlford	2,000	2,000
Printing	4,000	4,000
	10,500	10,500

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
555-414 LAKES		
5170-555-414 UTILITIES		
Electric (Daley Ranch)	2,520	2,520
Electric (Dixon and Wohlford)	16,065	16,065
	<u>18,585</u>	<u>18,585</u>
5173-555-414 OTHER TELEPHONE		
Cellular Phone Expenses	2,000	2,000
Campground Reservation Phone (outside line)	2,000	2,000
	<u>4,000</u>	<u>4,000</u>
5180-555-414 RENT		
Dixon-Pager Rental	350	350
TOTAL, M & O	486,295	543,085
5209-555-414 OTHER CAPITAL		
Utility Tractor (1N)	17,000	17,000
5210-555-414 BUILDING IMPROVEMENTS		
Dock Section for Boat Wash Dixon (1R)	8,000	8,000
TOTAL, CAPITAL	25,000	25,000
5125-555-414 BUILDING REPAIRS/MAINTENANCE	61,870	66,285
5164-555-414 EQUIPMENT EXPENSE	118,860	145,780
5165-555-414 DUPLICATING CENTER	3,050	5,095
5172-555-414 TELEPHONE	15,425	14,795
5174-555-414 RADIO COMMUNICATIONS	15,780	16,105
5175-555-414 MAIL SERVICES	195	375
5178-555-414 OFFICE AUTOMATION	12,755	14,145

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
555-414 LAKES		
5183-555-414 INSURANCE		
Liability Insurance	74,945	64,415
Property Insurance	2,710	2,905
	<u>77,655</u>	<u>67,320</u>
 TOTAL, INTERNAL SERVICE CHARGES	 305,590	 329,900
 SUBTOTAL, LAKES	 2,249,250	 2,296,205
5901-555-414 ALLOCATED IN		
Information Systems/Data Processing	1,695	1,705
 TOTAL, LAKES	 2,250,945	 2,297,910



CITY OF ESCONDIDO
FY 2012-13 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.

<u>Sources of Funds:</u>	2012-13	2013-14
Service Charges	\$ 23,830,700	\$ 23,830,700
San Diego Treatment Charge	1,850,000	1,905,500
Connection Charges	350,000	350,000
Interest	800,000	800,000
Interest - Loans/Advances	88,000	88,000
Sale of Recycled Water	2,425,500	2,546,775
Other Revenue	150,000	150,000
Agency Incentive Payments	85,000	85,000
SRF Loans & City of San Diego Reimbursements	150,000	150,000
SDG&E Raw Water Line	82,500	82,500
Advance Payback from Public Facilities(Maintenance)-Principal	331,300	-
Advance Payback from General Fund-Principal	210,000	210,000
TOTAL, Sources	\$ 30,353,000	\$ 30,198,475

<u>Uses of Funds:</u>		
<u>Operating Budget (Wastewater/Recycled Water/Stormwater)</u>		
Employee Services	\$ 7,480,465	\$ 7,480,465
Maintenance and Operations	11,845,830	11,822,140
Capital Outlay	175,000	175,000
Internal Service Charges	1,298,495	1,298,495
Allocations	1,969,935	1,969,935
TOTAL, Operating Budget	22,769,725	22,746,035
SRF Loan - Principal	1,919,095	1,919,095
Transfer to General Fund	25,000	25,000
Transfer to Wastewater Capital Project Fund	3,450,000	200,000
Payment of Wastewater Connection Rights	328,080	328,080
Bond Principal	1,655,000	1,725,000
Reserves	206,100	3,255,265
TOTAL, Uses	\$ 30,353,000	\$ 30,198,475

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Department Summary**

WASTEWATER

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

BUDGET SUMMARY

	2009-10 Actual	2010-11 Actual	2011-12 Revised	2012-13 Budget
STAFFING:				
Regular Full-Time	71.0	72.0	73.0	72.0
Regular Part-Time (FTE)	0.0	0.0	0.0	0.0
Temporary Part-Time (FTE)	7.2	3.1	3.1	3.1
Department Total	<u>78.2</u>	<u>75.1</u>	<u>76.1</u>	<u>75.1</u>
BUDGET:				
Employee Services	6,566,420	6,329,404	7,134,260	7,110,885
Maintenance & Operations	6,841,507	6,869,147	7,498,910	9,392,600
Capital	63,725	0	128,000	75,000
Internal Service Charges	1,103,583	939,158	1,009,275	1,271,065
Allocations (Net)	1,321,699	1,278,875	1,264,370	931,855
Total Budget	<u>15,896,934</u>	<u>15,416,584</u>	<u>17,034,815</u>	<u>18,781,405</u>

DEPARTMENT PRIORITIES

- Provide a safe and reliable wastewater collection system, treatment and disposal for the residents, businesses and industries located in Escondido
- 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

MAJOR BUDGET IMPACTS

- Eliminated Engineer II position
- Increase in treatment of chemicals, professional services and bond interest
- Decrease in other capital outlay
- Increase in equipment expense internal service charges
- Decrease in allocation in for water bond payments
- Increase in allocation out to water

CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail

	<u>2011-12</u> <u>REVISED</u>	<u>2012-13</u> <u>BUDGET</u>
558-420 WASTEWATER		
5001-558-420 REGULAR FULL-TIME		
3 Associate Chemists	200,705	202,880
1 Control Systems Analyst	77,495	80,595
3 Control System Technician I, II & III's	206,445	201,990
1 Control Systems Technician Supervisor	87,525	86,690
1 Department Assistant	37,825	39,335
1 Deputy Director of Utilities/Wastewater	109,115	113,480
4 Environmental Compliance Inspector I/II's	180,595	187,820
1 Laboratory Superintendent	89,660	93,245
5 Laboratory Technicians I/II's	280,730	284,865
1 Maintenance Technician I/II	47,235	44,780
5 Plant Systems Technician I/II's	360,900	316,375
1 Plant Systems Technician Supervisor	85,080	88,415
1 Sr. Environmental Compliance Inspector	60,505	62,925
3 Sr. Plant Systems Technicians	140,330	218,265
4 Sr. Wastewater Collections Supervisors	328,250	336,945
2 Sr. Wastewater Collection Technicians	109,510	118,685
4 Sr. Wastewater Treatment Plant Operators	311,525	327,655
2 Supervising Chemists	159,150	165,515
1 Utilities Construction Project Manager	86,685	90,150
1 Utilities Technician	57,555	59,855
1 Utilities Maintenance Superintendent	90,370	93,985
11 Wastewater Collections Technician I/II's	510,495	540,425
1 Wastewater Treatment Plant Superintendent	100,780	104,810
1 Wastewater Treatment Plant Operations Supervisor	81,420	90,635
12 Wastewater Treatment Plant Operator Trainees, I / II's/III's	719,765	727,220
1 Field Engineering Inspector	61,980	64,460
0 Engineer II (to 558-420 Stormwater)	65,195	0
Bilingual Pay	16,900	17,550
Shift Differential	33,700	33,700
Vacation-Holiday Payoff	18,000	18,000
Confined Space Team	5,500	5,500
Budget Adjustment-MOU agreements (07-08)	164,310	0
Adjustments:		
Pay Reductions	(234,495)	(234,795)
	4,650,740	4,581,955
5004-558-420 TEMPORARY PART-TIME		
Temporary Part-Time	20,000	20,000
(continued on next page)		

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
558-420 WASTEWATER		
5004-558-420 TEMPORARY PART-TIME (continued)		
1 Department Specialist	14,000	14,000
2 Laboratory Assistants	28,000	28,000
	62,000	62,000
5020-558-420 OVERTIME		
Comp Time Contingency	1,100	1,100
Holiday Pay	24,000	24,000
Hydroflushing	28,560	28,560
Overtime (Includes Stand-By)	185,000	185,000
	238,660	238,660
5025-558-420 EMPLOYEE OVERHEAD		
Existing Staff	2,496,495	2,205,430
Temporary Positions	4,700	3,170
Overtime/Callback	10,155	13,495
Shift Differential/Holiday Pay/Bilingual Pay	27,815	17,240
Confined Space Team	1,900	0
Budget Adjustment-MOU agreements (07-08)	(328,120)	0
Adjustments:		
Pay Reductions	(84,550)	(67,015)
	2,128,395	2,172,320
5030-558-420 FLEXIBLE BENEFITS	54,465	55,950
TOTAL, EMPLOYEE SERVICES	7,134,260	7,110,885
5101-558-420 OFFICE/OPERATING SUPPLIES		
Bioaugmentation (Collection System)	0	50,000
Emergency Generator Fuel	6,000	7,200
Laboratory Supplies	110,000	110,000
Lubricants	10,000	10,000
Materials and Tools (Collection System)	70,000	70,000
Materials and Tools (HARRF)	50,000	50,000
Office Supplies	1,000	1,500
Work Uniforms	17,000	17,000
	264,000	315,700

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
558-420 WASTEWATER		
5105-558-420 SAFETY EQUIPMENT	11,300	11,300
5106-558-420 CHEMICALS		
Treatment Chemicals	640,000	820,000
5107-558-420 MINOR TOOLS & EQUIPMENT		
Conductivity Meter SCADA compatible	5,000	0
DI Units	0	5,000
DO Meter	2,500	0
Doppler Flow Meters	0	17,000
High Speed Sewer Root Cutter	0	4,500
pH Meter SCADA compatible	5,000	0
Prosoft Control Module	0	6,400
Trench Compactor	0	4,500
	<u>12,500</u>	<u>37,400</u>
5126-558-420 MAINTENANCE OF EQUIPMENT		
Centrifuge Major Maintenance	40,000	40,000
Controls Upgrade for Lift Stations	70,000	80,000
Laboratory Equipment	50,000	55,000
Lift Station Parts	100,000	110,000
Lift Station Telemetry	25,000	25,000
Office Equipment	4,300	7,300
Parts, Mach. Shop, Motor Repair, Tools	115,000	155,000
Plant Control Upgrade	30,000	50,000
Televising Equipment	4,000	4,000
Treatment Plant Instrumentation	43,700	50,000
	<u>482,000</u>	<u>576,300</u>
5131-558-420 PROFESSIONAL SERVICES/CONTRACTS		
Air Pollution Control Testing	7,000	8,000
Biosolids Handling	700,000	1,000,000
Collection System Monitoring	20,000	22,000
Consulting Services	120,000	120,000
Contract Maintenance	195,000	215,000
Crane Certification	5,000	5,000
Emergency Pumping Services	10,000	15,000
Ocean Monitoring	27,000	30,000

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**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
558-420 WASTEWATER		
5131-558-420 PROFESSIONAL SERVICES/CONTRACTS (continued)		
Ocean Outfall Maintenance and Operation	300,000	330,000
Office Custodial	50,000	50,000
Outside Laboratory Testing	200,000	200,000
Plant Grounds Maintenance	50,000	50,000
Underground Service Alert	2,800	3,000
	1,686,800	2,048,000
5160-558-420 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	34,000	34,000
5161-558-420 MILEAGE REIMBURSEMENT		
Miscellaneous	650	650
5162-558-420 DUES AND SUBSCRIPTIONS		
CWEA	4,600	4,600
Dues and Subscriptions	5,000	5,000
Water Environment Federation	800	800
	10,400	10,400
5166-558-420 OUTSIDE DUPLICATING		
Miscellaneous	1,250	1,250
5167-558-420 ADVERTISING AND PRINTING		
Prop 218 Notification	5,000	5,000
5170-558-420 UTILITIES		
Cathodic Protection Electrical	8,000	8,000
Lift Station Energy	225,000	225,000
Main Plant Electrical	1,225,000	1,225,000
Main Plant Natural Gas	225,000	225,000
	1,683,000	1,683,000
5171-558-420 WATER		
City Water	25,210	30,000

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
558-420 WASTEWATER		
5173-558-420 OTHER TELEPHONE		
Cellular Phones	30,000	30,000
Telephone System	75,000	75,000
	105,000	105,000
5180-558-420 RENT		
Copier Lease	3,000	3,000
Equipment from Outside Vendors	2,000	2,000
Facility Lease	283,960	283,960
Pager Rental	5,000	5,000
	293,960	293,960
5190-558-420 OTHER EXPENSE		
County Health Overflow Sampling Charges	1,000	1,000
Damage Repair Contingency	22,000	22,000
Driver's License Renewals (Class A & B)	800	800
Hazardous Materials Disposal	5,000	5,000
Lab Accreditation Fee	6,000	6,000
NPDES Permit Fee	91,500	91,500
Operator Certification Renewals	4,200	4,200
Pretreatment Program Surcharge	900	900
Real Estate Taxes	11,220	11,220
San Diego County APCD Test Fees	11,700	11,700
San Diego County Hazardous Materials Reg.	3,300	3,300
Southern California Kelp Survey	6,000	6,000
SWRCB, Bay Protection Toxic Cleanup Program	11,000	11,000
	174,620	174,620
5193-558-420 SOFTWARE		
AMMS	2,000	2,000
ARC/INFO	1,500	1,500
Arc/View	3,700	3,700
Auto Cad Support	600	600
City Works Asset Management Licensing	40,000	60,000
LIMMS Support	14,000	14,000
Ops Sequel Support	500	500
Rockwell Software Support	2,500	2,500

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**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
558-420 WASTEWATER		
5193-558-420 SOFTWARE (continued)		
Rockwell Software Upgrade	2,000	2,000
Sewer Map	500	500
Wonderware Support	25,000	25,000
	92,300	112,300
5194-558-420 MINOR OFFICE EQUIPMENT		
Computers (2R)	0	3,500
Laptops (2R)	19,000	5,000
Monitors (6R)	0	1,500
	19,000	10,000
5501-558-420 INTEREST EXPENSE		
Local Match SRF Loan - Phase I	81,500	81,500
Local Match SRF Loan - Phase II: 110	164,625	164,625
Local Match SRF Loan - Phase II: 310	123,525	123,525
Local Match SRF Loan - Blowers	17,920	26,220
	387,570	395,870
5502-558-420 BOND INTEREST	1,418,575	2,620,750
5505-558-420 BOND EXPENSE	10,000	50,540
5509-555-420 BOND AMORTIZATION		
Amortization of Bond Discount and Deferred Charges	160,775	56,560
TOTAL, M & O	7,498,910	9,392,600
5208-558-420 MOTIVE EQUIPMENT		
1 Ton Utility Service Truck	38,000	0
5209-558-420 OTHER CAPITAL OUTLAY		
Laser Alignment Equipment (1N)	0	3,000
Flame Arrestor Inserts	20,000	0
(continued on next page)		

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
558-420 WASTEWATER		
5209-558-420 OTHER CAPITAL OUTLAY (continued)		
Motor Control Center	20,000	0
Mass Air Flow Monitoring	25,000	0
Digester Gas Mixer Repair	15,000	0
Utility Cart	10,000	0
DI Units	0	7,500
Easement Mower	0	4,500
Samplers	0	40,000
Scada Equipment	0	5,000
	<u>0</u>	<u>15,000</u>
	90,000	75,000
 TOTAL, CAPITAL	 128,000	 75,000
 5125-558-420 BUILDING REPAIRS/MAINTENANCE	 85,485	 85,495
5164-558-420 EQUIPMENT EXPENSE		
Motive Equipment	405,665	676,540
New Vehicle	8,800	0
	<u>414,465</u>	<u>676,540</u>
5165-558-420 DUPLICATING CENTER	8,345	9,635
5172-558-420 TELEPHONE	34,795	30,730
5174-558-420 RADIO COMMUNICATIONS	15,360	15,980
5175-558-420 MAIL SERVICES	5,085	3,840
5178-558-420 OFFICE AUTOMATION	102,735	115,280
5183-558-420 INSURANCE		
Liability Insurance	217,970	205,875
Property Insurance	125,035	127,690
	<u>343,005</u>	<u>333,565</u>
 TOTAL, INTERNAL SERVICE CHARGES	 1,009,275	 1,271,065

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
558-420 WASTEWATER		
SUBTOTAL, WASTEWATER	15,770,445	17,849,550
5901-558-420 ALLOCATED IN		
City Council	34,535	35,655
City Manager	98,840	97,625
Video Services	4,545	4,360
City Attorney	224,870	266,535
City Clerk	79,650	76,400
City Treasurer	23,375	22,820
Finance	704,250	705,565
Human Resources	134,335	142,540
Risk Management	22,435	21,795
Information Systems	161,410	162,875
Planning	72,380	73,225
Code Enforcement	33,345	41,170
Building	81,920	82,265
Engineering	49,170	42,030
Maintenance/Streets	301,510	306,650
Police	16,320	16,320
Fire	15,500	15,500
Water	331,485	334,780
Water (Bond Payments)	268,990	0
	<u>2,658,865</u>	<u>2,448,110</u>
5902-558-420 ALLOCATED OUT		
Water	(883,865)	(1,060,345)
Recycled Water	(397,645)	(340,270)
Stormwater Management	(112,985)	(115,640)
	<u>(1,394,495)</u>	<u>(1,516,255)</u>
TOTAL, WASTEWATER	17,034,815	18,781,405



**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Department Summary**

RECYCLED WATER

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

BUDGET SUMMARY

	2009-10 Actual	2010-11 Actual	2011-12 Revised	2012-13 Budget
STAFFING:				
Regular Full-Time	1.0	1.0	1.0	1.0
Regular Part-Time (FTE)	0.0	0.0	0.0	0.0
Temporary Part-Time (FTE)	0.0	0.0	0.0	0.0
Department Total	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>
BUDGET:				
Employee Services	88,621	79,135	86,940	88,210
Maintenance & Operations	743,590	525,262	1,148,305	1,345,305
Internal Service Charges	10,716	11,124	13,605	12,465
Allocations (Net)	509,544	435,864	428,385	371,085
Total Budget	<u>1,352,471</u>	<u>1,051,385</u>	<u>1,677,235</u>	<u>1,817,065</u>

DEPARTMENT PRIORITIES

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

MAJOR BUDGET IMPACTS

- Increase in treatment chemicals
- Decrease in allocation in from wastewater

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
558-422 RECYCLED WATER		
5001-558-422 REGULAR FULL-TIME		
1 Sr. Cross Connection Technician	63,490	66,360
Budget Adjustment-MOU agreements (07-08)	2,430	0
Adjustments:		
Pay Reductions	<u>(2,770)</u>	<u>(2,895)</u>
	63,150	63,465
5025-558-422 EMPLOYEE OVERHEAD		
Existing Staff	29,660	25,575
Budget Adjustment-MOU agreements (07-08)	(4,845)	0
Adjustments:		
Pay Reductions	<u>(1,025)</u>	<u>(830)</u>
	23,790	24,745
TOTAL, EMPLOYEE SERVICES	86,940	88,210
5101-558-422 OFFICE/OPERATING SUPPLIES		
Laboratory Supplies	10,000	19,000
Ultra Violet Disinfecting Supplies	29,805	39,805
Water Reclamation Program Supplies	<u>2,000</u>	<u>3,000</u>
	41,805	61,805
5106-558-422 CHEMICALS		
Treatment Chemicals	479,000	623,000
5126-558-422 MAINTENANCE OF EQUIPMENT		
Recycled Water Maintenance Equipment	90,000	100,000
5131-558-422 PROFESSIONAL SERVICES/CONTRACTS		
Outside Laboratory Testing	10,000	11,000
Ultra Violet Disinfecting Supplies	20,000	22,000
Water Reclamation/User's Education	8,000	8,000
Cleaning/Inspection RW Reservoir	<u>0</u>	<u>10,000</u>
	38,000	51,000

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
558-422 RECYCLED WATER		
5160-558-422 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	5,000	5,000
5162-558-422 DUES AND SUBSCRIPTIONS		
Watereuse	4,000	4,000
5167-558-422 ADVERTISING AND PRINTING		
Water Reclamation Materials	500	500
5170-558-422 UTILITIES		
Reclaimed Water Treatment (Electrical)	440,000	440,000
5190-558-422 OTHER EXPENSE		
Department of Health Services	15,000	20,000
NPDES Permit Fee	35,000	40,000
	50,000	60,000
TOTAL, M & O	1,148,305	1,345,305
5164-558-422 EQUIPMENT EXPENSE	3,865	3,775
5178-558-422 OFFICE AUTOMATION	1,220	1,785
5183-558-422 INSURANCE		
Liability Insurance	8,520	6,905
TOTAL, INTERNAL SERVICE CHARGES	13,605	12,465
SUBTOTAL, RECYCLED WATER	1,248,850	1,445,980

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
558-422 RECYCLED WATER		
5901-558-422 ALLOCATED IN		
Water	30,740	30,815
Wastewater	<u>397,645</u>	<u>340,270</u>
	428,385	371,085
 TOTAL, RECYCLED WATER	 1,677,235	 1,817,065

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Department Summary**

STORMWATER

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

BUDGET SUMMARY

	2009-10 Actual	2010-11 Actual	2011-12 Revised	2012-13 Budget
STAFFING:				
Regular Full-Time	2.0	2.0	2.0	3.0
Regular Part-Time (FTE)	0.0	0.0	0.0	0.0
Temporary Part-Time (FTE)	0.0	0.0	0.0	0.0
Department Total	<u>2.0</u>	<u>2.0</u>	<u>2.0</u>	<u>3.0</u>
BUDGET:				
Employee Services	167,731	198,010	196,295	281,370
Maintenance & Operations	688,144	376,925	1,193,000	1,107,925
Capital	3,999	0	100,000	100,000
Internal Service Charges	18,624	26,616	26,615	14,965
Allocations (Net)	595,620	615,852	637,925	666,995
Total Budget	<u>1,474,118</u>	<u>1,217,404</u>	<u>2,153,835</u>	<u>2,171,255</u>

DEPARTMENT PRIORITIES

- Ensure compliance with federal and state regulatory mandates on a local, watershed and regional basis
- Provide storm water education and public outreach to municipal employees, residents, businesses and other environmental stakeholders

MAJOR BUDGET IMPACTS

- Added Environmental Engineer position
- Decrease in professional services
- Decrease in equipment expense internal service charges
- Increase in allocation in from Engineering

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
558-440 STORMWATER		
5001-558-440 REGULAR FULL-TIME		
1 Environmental Program Manager/Utilities	74,275	77,245
1 Environmental Program Specialist	63,565	66,110
1 Sr. Environmental Programs Specialist (from 558-420)	0	69,300
Budget Adjustment-MOU agreements (07-08)	4,630	0
Adjustments:		
Pay Reductions	(6,890)	(7,170)
	135,580	205,485
5025-558-440 EMPLOYEE OVERHEAD		
Existing Staff	64,290	69,575
Budget Adjustment-MOU agreements (07-08)	(9,195)	0
Adjustments:		
Pay Reductions	(2,295)	(1,825)
	52,800	67,750
5030-558-440 FLEXIBLE BENEFITS	7,915	8,135
TOTAL, EMPLOYEE SERVICES	196,295	281,370
5101-558-440 OFFICE/OPERATING SUPPLIES		
General Office Supplies	500	500
Stormwater Stenciling Supplies	500	500
	1,000	1,000
5131-558-440 PROFESSIONAL SERVICES/CONTRACTS		
Administrative/Technical Support	190,000	190,000
Catch Basin Cleaning	250,000	100,000
Creek Cleanup	60,000	165,000
Local Dry Weather Monitoring Program	36,000	45,000
NPDES Permit Fee	25,000	30,000
Open Channel Maintenance	200,000	150,000
Regional Wet Weather Monitoring Program	120,000	120,000
Stormwater Inspections	38,500	40,000
Watershed Monitoring Programs	250,000	250,000
	1,169,500	1,090,000

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
558-440 STORMWATER		
5160-558-440 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	4,000	5,000
5161-558-440 MILEAGE REIMBURSEMENT		
Miscellaneous	2,000	2,000
5162-558-440 DUES AND SUBSCRIPTIONS		
CASQA Membership	500	500
5167-558-440 ADVERTISING AND PRINTING		
Participation in Regional Public Awareness Program	10,000	4,425
Public Education and Awareness Program	6,000	5,000
	<u>16,000</u>	<u>9,425</u>
TOTAL, M & O	1,193,000	1,107,925
5209-558-440 OTHER CAPITAL OUTLAY		
MS4 Maintenance Materials (e.g. Filter Replacement)	100,000	100,000
TOTAL, CAPITAL	100,000	100,000
5164-558-440 EQUIPMENT EXPENSE	11,935	3,950
5165-558-440 DUPLICATING CENTER	1,045	0
5178-558-440 OFFICE AUTOMATION	3,570	1,785

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
558-440 STORMWATER		
5183-558-440 INSURANCE		
Liability Insurance	9,820	8,960
Property Insurance	245	270
	<u>10,065</u>	<u>9,230</u>
 TOTAL, INTERNAL SERVICE CHARGES	 26,615	 14,965
 SUBTOTAL, STORMWATER	 1,515,910	 1,504,260
 5901-558-440 ALLOCATED IN		
Information Systems/Data Processing	835	760
Engineering	150,390	164,320
Maintenance/Streets	338,790	350,995
Water	34,925	35,280
Wastewater	112,985	115,640
	<u>637,925</u>	<u>666,995</u>
 TOTAL, STORMWATER	 2,153,835	 2,171,255



Internal Service Funds



**CITY OF ESCONDIDO
FY 2012-13 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.

<u>Sources of Funds:</u>	2012-13	2013-14
<u>Charges to Departments:</u>		
City Council	\$ 28,895	\$ 28,895
City Manager	63,060	63,060
City Attorney	43,860	43,860
City Clerk	33,185	33,185
City Treasurer	10,915	10,915
Finance	46,315	46,315
Human Resources/Risk Mgmt.	57,485	57,485
Information Systems/Administration	58,340	58,340
Library	237,755	237,755
Older Adult Services	255,795	255,795
Planning/Building/Code Enforcement	131,565	131,565
Engineering	167,285	167,285
Maintenance/Streets	42,720	42,720
Maintenance/Parks	118,825	118,825
Communications	3,750	3,750
Recycling and Waste Reduction	9,565	9,565
Police	547,900	547,900
Fire	216,015	216,015
Center for the Arts	454,150	454,150
Community Services/Administration & Recreation	343,350	343,350
CDBG Administration	4,440	4,440
Successor Agency-Housing	24,000	24,000
Water/Lakes	152,770	152,770
Wastewater	85,495	85,495
Duplicating	17,575	17,575
Credit Union	14,075	14,075
TOTAL, Charges to Departments	3,169,085	3,169,085
Interest	32,000	22,000
Reserves	925,320	63,230
TOTAL, Sources	\$ 4,126,405	\$ 3,254,315

Uses of Funds:

<u>Operating Budget</u>		
Employee Services	\$ 1,435,515	\$ 1,435,515
Maintenance and Operations	1,533,690	1,533,690
Internal Service Charges	115,310	115,310
Allocations	93,865	93,865
TOTAL, Operating Budget	\$ 3,178,380	\$ 3,178,380
Transfer to Building Maintenance Capital Project Fund	875,000	-
CEC Loan Principal	73,025	75,935
TOTAL, Uses of Funds	\$ 4,126,405	\$ 3,254,315

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Department Summary**

BUILDING MAINTENANCE

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

BUDGET SUMMARY

	2009-10 Actual	2010-11 Actual	2011-12 Revised	2012-13 Budget
STAFFING:				
Regular Full-Time	19.0	13.0	13.0	13.0
Regular Part-Time	1.0	1.0	1.0	1.0
Temporary Part-Time (FTE)	15.6	13.5	13.5	13.5
Department Total	<u>35.6</u>	<u>27.5</u>	<u>27.5</u>	<u>27.5</u>
BUDGET:				
Employee Services	1,551,422	1,356,777	1,400,090	1,435,515
Maintenance & Operations	1,834,432	1,704,224	1,670,690	1,533,690
Internal Service Charges	99,480	310,190	135,660	115,310
Allocations (Net)	69,420	66,456	84,320	93,865
Total Budget	<u>3,554,754</u>	<u>3,437,646</u>	<u>3,290,760</u>	<u>3,178,380</u>

DEPARTMENT PRIORITIES

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

MAJOR BUDGET IMPACTS

- Decrease in professional services
- Decrease in office automation & insurance internal service charges
- Increase in allocations in

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
650-450 BUILDING MAINTENANCE		
5001-650-450 REGULAR FULL-TIME		
1 Building Maintenance Superintendent	79,960	83,160
1 Building Maintenance Supervisor	62,015	64,495
1 Custodial Supervisor	45,235	47,045
6 Custodian I/II's	192,030	207,185
1 Facilities Project Coordinator	55,560	57,785
1 HVAC Technician	53,510	58,725
2 Lead Maintenance Technicians	104,285	108,995
Shift Differential/Holiday	23,600	23,600
Bilingual Pay	9,100	9,100
Reclass Contingency	7,200	7,200
Budget Adjustment-MOU agreements (07-08)	22,210	0
Adjustments:		
Pay Reductions	(29,140)	(30,380)
	625,565	636,910
5003-650-450 REGULAR PART-TIME		
1 Custodian I	19,075	20,930
Pay Reduction	(830)	(870)
	18,245	20,060
5004-650-450 TEMPORARY PART-TIME		
Temporary Part-Time	267,475	267,475
Bilingual Pay	2,700	2,700
	270,175	270,175
5020-650-450 OVERTIME		
Overtime	61,700	61,700
Standby Pay	28,300	28,300
	90,000	90,000
5025-650-450 EMPLOYEE OVERHEAD		
Existing Staff	396,585	375,805
Temporary Positions	27,445	26,910

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**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
650-450 BUILDING MAINTENANCE		
5025-650-450 EMPLOYEE OVERHEAD (continued)		
Overtime/Bilingual Pay	6,920	6,640
Shift Differential/Holiday Pay/Reclass Contingency	11,825	9,285
Standby Pay	410	410
Budget Adjustment-MOU agreements (07-08)	(44,305)	0
Adjustments:		
Pay Reductions	(11,000)	(9,115)
	387,880	409,935
5030-650-450 FLEXIBLE BENEFITS	8,225	8,435
TOTAL, EMPLOYEE SERVICES	1,400,090	1,435,515
5101-650-450 OFFICE/OPERATING SUPPLIES		
Boot Allowance	2,000	2,000
Miscellaneous Supplies and Code Books	1,000	1,000
Safety Glasses	2,000	2,000
Small Tools	2,000	2,000
	7,000	7,000
5102-650-450 CUSTODIAL SUPPLIES	90,000	90,000
5126-650-450 MAINTENANCE OF EQUIPMENT	3,000	3,000
5131-650-450 PROFESSIONAL SERVICES/CONTRACTS		
5 Year Elevator Load Test	2,500	2,500
Automatic Door Service and Parts	30,000	30,000
Backflow Device Inspections	4,500	4,500
City Hall Fountain Cleaning	6,000	6,000
Citywide HVAC Filter, Belts and Lube (60% CCAE)	45,000	45,000
Custodial Support (Records,DEA Bldg,Oak Hill Rec Bldg)	52,000	52,000
Drain Cleanout/Plumbing Repairs	15,600	30,000
Electrical Repairs	25,000	40,000
Electronic Marquee Maintenance	2,500	2,500
Elevator State Inspection Fee	4,600	4,600
Elevator System Parts/Emergencies	1,000	1,000
Elevators (Library, City Hall, Police/Fire, CCAE)	32,000	32,000

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**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

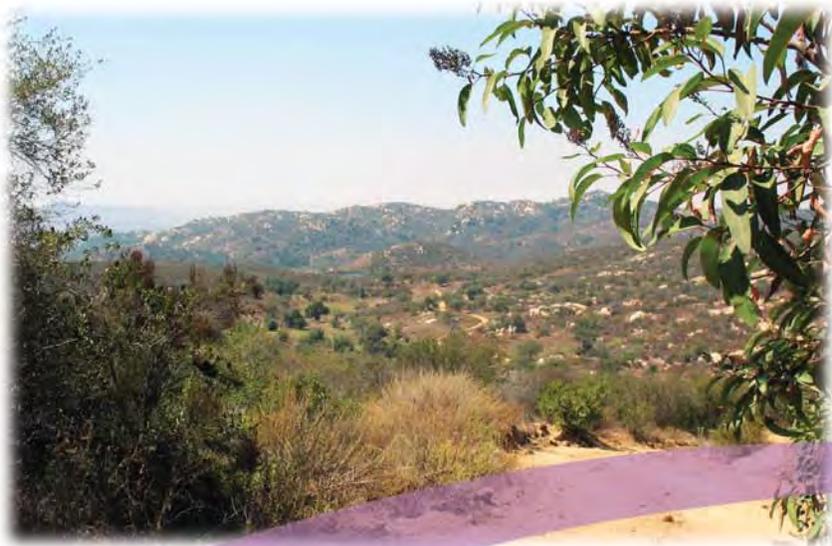
	2011-12 REVISED	2012-13 BUDGET
650-450 BUILDING MAINTENANCE		
5131-650-450 PROFESSIONAL SERVICES/CONTRACTS (continued)		
Energy Management System	2,500	60,500
Energy Mgmt System (CCAЕ)	40,000	0
Fire Alarm Inspections, Service & Monitoring	30,000	35,000
Fire Extinguishers	10,000	10,000
Fire Sprinkler Testing (5 years)	6,000	6,000
Fire Station Fuel Tank Permits	2,500	2,500
Generator Maintenance	37,000	37,000
Generator Permits	17,000	17,000
Hazardous Waste Disposal	4,000	4,000
HVAC Air Duct Cleaning	2,000	2,000
HVAC Service Contract (CCAЕ & City Hall)	50,000	50,000
Parking Lot Sweeping	14,300	14,300
Pest Control	19,000	19,000
Pressure Washing	7,000	7,000
Pump Servicing (CCAЕ)	4,000	4,000
Security System (Yard, CH, Lib, Hubbard Hill, Heritage Walk)	22,500	17,500
Fire/Security System Parts/Emergencies	2,000	8,000
Soft Water Service for Humidifiers (CCAЕ Museum)	5,700	5,700
Speed Drive Service (CCAЕ)	0	10,000
Stage Lift Maintenance (CCAЕ)	4,000	4,000
Uniforms	8,200	8,200
Vacation/Sick Relief	15,000	15,000
Water Treatment	11,600	11,600
Window Cleaning	4,600	4,600
Budget Adjustment-Minor Repairs (12-04)	250,000	0
Pneumatic Control Maintenance (City Hall & CCAЕ)	0	30,000
Gym Floor/Dance Floor Refinishing	0	15,000
Rolling Storage File Maintenance (Police/Fire)	0	7,500
	789,600	655,500
5139-650-450 OTHER BUILDING REPAIRS/MAINTENANCE		
Building Maintenance/Repairs for City Facilities	192,405	192,405
5162-650-450 DUES AND SUBSCRIPTIONS		
Professional Publications	250	250

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
650-450 BUILDING MAINTENANCE		
5170-650-450 UTILITIES		
Gas and Electric	240,000	240,000
Safety Facility Utilities	<u>280,000</u>	<u>280,000</u>
	520,000	520,000
5171-650-450 WATER		
Water Usage	20,000	20,000
5173-650-450 OTHER TELEPHONE		
Cellular Phone Service	8,000	8,000
Fire Alarm Monitoring (CCAЕ)	1,260	1,260
Security System-Compact	<u>800</u>	<u>800</u>
	10,060	10,060
5180-650-450 RENT		
Pager Rental	400	400
Other Rent	<u>1,180</u>	<u>1,180</u>
	1,580	1,580
5501-650-450 INTEREST		
CEC Loan Interest	36,795	33,895
TOTAL, M & O	1,670,690	1,533,690
5164-650-450 EQUIPMENT EXPENSE	50,185	51,810
5165-650-450 DUPLICATING CENTER	2,265	110
5172-650-450 TELEPHONE	1,170	1,295
5174-650-450 RADIO COMMUNICATIONS	4,565	5,160
5178-650-450 OFFICE AUTOMATION	13,360	8,530

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
650-450 BUILDING MAINTENANCE		
5183-650-450 INSURANCE		
Liability Insurance	57,500	41,340
Property Insurance	<u>6,615</u>	<u>7,065</u>
	64,115	48,405
TOTAL, INTERNAL SERVICE CHARGES	135,660	115,310
SUBTOTAL, BUILDING MAINTENANCE	3,206,440	3,084,515
5901-650-450 ALLOCATED IN		
Maintenance/Streets	69,975	71,950
Community Services/Admin	<u>14,345</u>	<u>21,915</u>
	84,320	93,865
TOTAL, BUILDING MAINTENANCE	3,290,760	3,178,380



**CITY OF ESCONDIDO
 FY 2012-13 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.

<u>Sources of Funds:</u>	2012-13	2013-14
Charges to Departments	\$ 156,805	\$ 156,805
TOTAL, Sources	\$ 156,805	\$ 156,805

<u>Uses of Funds:</u>		
<u>Operating Budget</u>		
Employee Services	\$ 125,425	\$ 125,425
Maintenance and Operations	6,250	6,250
Internal Service Charges	19,695	19,695
TOTAL, Operating Budget	\$ 151,370	\$ 151,370
Reserves	5,435	5,435
TOTAL, Uses	\$ 156,805	\$ 156,805

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Department Summary**

WAREHOUSE

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

BUDGET SUMMARY

	2009-10 Actual	2010-11 Actual	2011-12 Revised	2012-13 Budget
STAFFING:				
Regular Full-Time	2.0	2.0	1.0	2.0
Regular Part-Time (FTE)	0.0	0.0	0.0	0.0
Temporary Part-Time (FTE)	0.0	0.0	0.0	0.0
Department Total	<u>2.0</u>	<u>2.0</u>	<u>1.0</u>	<u>2.0</u>
BUDGET:				
Employee Services	138,298	136,125	53,770	125,425
Maintenance & Operations	(660)	9,444	6,250	6,250
Internal Service Charges	8,568	10,584	25,130	19,695
Total Budget	<u>146,206</u>	<u>156,153</u>	<u>85,150</u>	<u>151,370</u>

DEPARTMENT PRIORITIES

- Provide a centralized receiving facility for all City departments
- Research new water and collection items to be stored at the Warehouse
- Continue to provide PeopleSoft training to all departments for creating inventory orders and reports
- Research safety vests and jackets for applicable departments

MAJOR BUDGET IMPACTS

- Added Buyer/Stores Supervisor position
- Decrease in office automation internal service charges

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
652-710 WAREHOUSE		
5001-652-710 REGULAR FULL-TIME		
1 Purchasing/Inventory Control	42,815	44,525
1 Buyer/Stores Supervisor	0	44,555
Budget Adjustment-MOU agreements (07-08)	3,350	0
Adjustments:		
Pay Reductions	(2,845)	(5,915)
	43,320	83,165
5020-652-710 OVERTIME	300	300
5025-652-710 EMPLOYEE OVERHEAD		
Existing Staff	17,850	43,700
Overtime	20	15
Budget Adjustment-MOU agreements (07-08)	(6,700)	0
Adjustments:		
Pay Reductions	(1,020)	(1,755)
	10,150	41,960
TOTAL, EMPLOYEE SERVICES	53,770	125,425
5101-652-710 OFFICE/OPERATING SUPPLIES		
Miscellaneous Supplies	1,000	1,000
Safety Glasses/Shoes	650	650
Small Tools	800	800
Uniforms	500	500
	2,950	2,950
5126-652-710 MAINTENANCE OF EQUIPMENT		
Printer & Fax Maintenance Agreements	300	300
5190-652-710 OTHER EXPENSE	3,000	3,000
TOTAL, M & O	6,250	6,250

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
652-710 WAREHOUSE		
5164-652-710 EQUIPMENT EXPENSE	8,600	8,230
5172-652-710 TELEPHONE	685	915
5178-652-710 OFFICE AUTOMATION	9,100	4,970
5183-652-710 INSURANCE		
Liability Insurance	5,425	4,150
Property Insurance	1,320	1,430
	6,745	5,580
 TOTAL, INTERNAL SERVICE CHARGES	 25,130	 19,695
 TOTAL, WAREHOUSE	 85,150	 151,370

**CITY OF ESCONDIDO
FY 2012-13 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.

<u>Sources of Funds:</u>	2012-13	2013-14
<u>Charges to Departments:</u>		
City Clerk	\$ 935	\$ 935
Risk Management	4,450	4,525
Library	14,230	14,910
Planning	3,115	3,565
Code Enforcement	49,800	53,350
Building	22,175	24,115
Engineering	76,410	78,930
Maintenance/Streets	568,345	622,235
Maintenance/Parks	169,470	182,950
Recycling and Waste Reduction	3,220	3,220
Police	1,706,945	1,871,745
Fire	1,215,295	1,308,185
Non-Departmental	26,050	27,350
Community Services/Recreation	19,550	20,920
CDBG Administration	2,380	2,420
Water	589,055	639,205
Canal	100,365	104,865
Lakes	145,780	158,300
Wastewater	676,540	711,855
Recycled Water	3,775	3,825
Stormwater	3,950	4,210
Building Maintenance	51,810	57,520
Warehouse	8,230	10,165
Office Automation	3,440	3,440
TOTAL, Charges to Departments	5,465,315	5,912,740
Accident Recoveries	17,000	15,000
Interest	65,000	52,000
Reserves	-	1,736,495
TOTAL, Sources	\$ 5,547,315	\$ 7,716,235

Uses of Funds:

<u>Operating Budget</u>		
Employee Services	\$ 957,600	\$ 957,600
Maintenance and Operations	1,985,090	2,432,090
Capital Outlay	2,392,640	4,200,000
Internal Service Charges	47,080	47,080
Allocations	79,465	79,465
TOTAL, Operating Budget	5,461,875	7,716,235
Reserves	85,440	-
TOTAL, Uses	\$ 5,547,315	\$ 7,716,235

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Department Summary**

FLEET SERVICES

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

BUDGET SUMMARY

	2009-10 Actual	2010-11 Actual	2011-12 Revised	2012-13 Budget
STAFFING:				
Regular Full-Time	13.0	12.0	12.0	12.0
Regular Part-Time (FTE)	0.0	0.0	0.0	0.0
Temporary Part-Time (FTE)	0.0	0.0	0.0	0.0
Department Total	<u>13.0</u>	<u>12.0</u>	<u>12.0</u>	<u>12.0</u>
BUDGET:				
Employee Services	909,694	875,333	936,905	957,600
Maintenance & Operations	1,739,655	1,856,729	1,974,390	1,985,090
Capital	597,208	686,980	1,853,000	2,392,640
Internal Service Charges	35,675	43,203	57,415	47,080
Allocations (Net)	61,068	60,852	67,980	79,465
Total Budget	<u>3,343,300</u>	<u>3,523,096</u>	<u>4,889,690</u>	<u>5,461,875</u>

DEPARTMENT PRIORITIES

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

MAJOR BUDGET IMPACTS

- Increase in oil & lubricants
- Increase in the amount budgeted for vehicle replacements
- Decrease in insurance internal service charges
- Increase in allocation in from Maintenance/Streets

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
653-715 FLEET SERVICES		
5001-653-715 REGULAR FULL-TIME		
1 Department Assistant	31,120	35,600
6 Equipment Mechanic I/II's	300,105	326,025
1 Equipment Service Worker	40,735	42,575
1 Fleet Maintenance Superintendent	75,000	70,000
2 Lead Mechanics	118,200	123,540
1 Storekeeper/Receiving Clerk	36,330	34,270
Bilingual Pay	0	1,300
Retirement Contingency	20,000	0
Budget Adjustment-MOU agreements (07-08)	22,330	0
Adjustments:		
Pay Reductions	<u>(27,605)</u>	<u>(28,390)</u>
	616,215	604,920
5020-653-715 OVERTIME		
Unscheduled/Emergency Overtime	15,000	15,000
Stand By	<u>10,900</u>	<u>10,900</u>
	25,900	25,900
5025-653-715 EMPLOYEE OVERHEAD		
Existing Staff	341,670	326,940
Bilingual/Overtime	975	1,340
Stand By	160	160
Budget Adjustment-MOU agreements (07-08)	(44,555)	0
Adjustments:		
Pay Reductions	<u>(10,105)</u>	<u>(8,155)</u>
	288,145	320,285
5030-653-715 FLEXIBLE BENEFITS	6,645	6,495
TOTAL, EMPLOYEE SERVICES	936,905	957,600
5101-653-715 OFFICE/OPERATING SUPPLIES		
APCD Permits	6,400	6,400
Face Shield, Gloves, Goggles	500	500

(continued on next page)

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
653-715 FLEET SERVICES		
5101-653-715 OFFICE/OPERATING SUPPLIES (continued)		
General Office Supplies	500	500
Hazardous Waste	4,290	4,290
Safety Shoes and Equipment (Eye Exam/Glasses)	4,000	4,000
Shop Support Items	10,500	10,500
Small Tools	2,000	2,000
Tool Allowance	6,800	6,800
Wash Rack Supplies	5,500	5,500
Welding Tank Rental & Supplies	1,100	1,100
	41,590	41,590
5111-653-715 GASOLINE	880,000	880,000
5112-653-715 OIL AND LUBRICANTS	27,000	32,000
5113-653-715 OTHER MOTIVE FUELS	220,000	220,000
5115-653-715 TIRES AND TUBES	123,000	126,000
5116-653-715 REPAIR PARTS		
Auto Repair Parts	275,000	275,000
5117-653-715 OUTSIDE REPAIRS	250,000	250,000
5118-653-715 MOTIVE REPAIR PARTS		
Automotive-Related Hardware	7,500	7,500
5119-653-715 ACCIDENT REPAIRS	50,000	50,000
5126-653-715 MAINTENANCE OF EQUIPMENT		
Fuel System and Pump Repair	2,000	2,000
Miscellaneous Maintenance	2,000	2,000
Vehicle Hoist Repair	1,000	1,000
	5,000	5,000
5128-653-715 MAJOR MAINTENANCE		
Vehicle Painting	10,000	10,000

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
653-715 FLEET SERVICES		
5131-653-715 PROFESSIONAL SERVICES/CONTRACTS		
CD Rom Software Contract	1,500	1,500
Fleet Management Software Contract/Oracle License Fees	9,800	11,000
Safety Kleen	10,000	10,000
Safety Testing - Aerial Lift Boom Snorkel	1,500	1,500
Safety Testing - Boom Trucks Aerial Lift	5,000	5,000
Service Contract Allen Scope	6,000	6,000
Uniform Contract	9,000	9,000
	42,800	44,000
5160-653-715 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	1,000	2,500
5162-653-715 DUES AND SUBSCRIPTIONS		
Miscellaneous	100	100
5173-653-715 OTHER TELEPHONE		
Cellular Phone Service	1,400	1,400
5190-653-715 OTHER EXPENSE		
Car Washes	35,000	35,000
5193-653-715 SOFTWARE		
Software Upgrade	5,000	5,000
TOTAL, M & O	1,974,390	1,985,090
5208-653-715 MOTIVE EQUIPMENT		
Vehicle Replacement	1,853,000	2,392,640
TOTAL, CAPITAL	1,853,000	2,392,640
5165-653-715 DUPLICATING CENTER	730	640

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
653-715 FLEET SERVICES		
5172-653-715 TELEPHONE	825	1,045
5174-653-715 RADIO COMMUNICATIONS	1,660	1,720
5178-653-715 OFFICE AUTOMATION	15,195	11,180
5183-653-715 INSURANCE		
Liability Insurance	37,480	30,860
Property Insurance	1,525	1,635
	39,005	32,495
TOTAL, INTERNAL SERVICE CHARGES	57,415	47,080
SUBTOTAL, FLEET SERVICES	4,821,710	5,382,410
5901-653-715 ALLOCATED IN		
Maintenance/Streets	57,650	68,505
Community Services/Administration	10,330	10,960
	67,980	79,465
TOTAL, FLEET SERVICES	4,889,690	5,461,875

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Internal Service Fund Sources and Uses**

DUPLICATING

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

<u>Sources of Funds:</u>	2012-13	2013-14
<u>Charges to Departments:</u>		
City Council	\$ 7,030	\$ 7,030
City Manager	4,400	4,400
City Attorney	10,125	10,125
City Clerk	4,595	4,595
City Treasurer	295	295
Finance	24,665	24,665
Human Resources	14,860	14,860
Risk Management	480	480
Information Systems	640	640
Library	18,850	18,850
Older Adult Services	11,750	11,750
Planning	22,425	22,425
Code Enforcement	7,380	7,380
Building	4,755	4,755
Engineering	13,465	13,465
Maintenance/Streets	12,560	12,560
Recycling and Waste Reduction	3,575	3,575
Police	97,900	97,900
Fire & Emergency Management	17,875	17,875
Community Services/Administration & Recreation	41,190	41,190
CDBG Administration	6,060	6,060
Successor Agency-Housing	5,275	5,275
Water/Lakes	13,415	13,415
Wastewater/Stormwater	9,635	9,635
Building Maintenance	110	110
Fleet Services	640	640
Office Automation	100	100
Benefits Administration	1,340	1,340
Workers' Compensation	125	125
TOTAL, Charges to Departments	355,515	355,515
Reserves	6,440	6,440
TOTAL, Sources	\$ 361,955	\$ 361,955

Uses of Funds:

<u>Operating Budget</u>		
Employee Services	\$ 58,510	\$ 58,510
Maintenance and Operations	280,000	280,000
Internal Service Charges	23,445	23,445
TOTAL, Uses	\$ 361,955	\$ 361,955

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Department Summary**

DUPLICATING

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

BUDGET SUMMARY

	2009-10 Actual	2010-11 Actual	2011-12 Revised	2012-13 Budget
STAFFING:				
Regular Full-Time	1.0	1.0	1.0	1.0
Regular Part-Time (FTE)	0.0	0.0	0.0	0.0
Temporary Part-Time (FTE)	0.0	0.0	0.0	0.0
Department Total	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>
BUDGET:				
Employee Services	57,501	58,680	58,660	58,510
Maintenance & Operations	267,970	266,970	280,000	280,000
Internal Service Charges	21,936	18,924	23,470	23,320
Total Budget	<u>347,407</u>	<u>344,575</u>	<u>362,130</u>	<u>361,830</u>

DEPARTMENT PRIORITIES

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

MAJOR BUDGET IMPACTS

- None

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
654-770 DUPLICATING		
5001-654-770 REGULAR FULL-TIME		
1 Publications Coordinator II	42,625	44,330
Budget Adjustment-MOU agreements (07-08)	1,410	0
Adjustments:		
Pay Reductions	<u>(2,850)</u>	<u>(2,960)</u>
	41,185	41,370
5025-654-770 EMPLOYEE OVERHEAD		
Existing Staff	21,270	17,895
Budget Adjustment-MOU agreements (07-08)	(2,845)	0
Adjustments:		
Pay Reductions	<u>(950)</u>	<u>(755)</u>
	17,475	17,140
TOTAL, EMPLOYEE SERVICES	58,660	58,510
5101-654-770 OFFICE/OPERATING SUPPLIES		
Duplicating Supplies	3,000	3,000
Finishing Supplies	500	500
Paper (4.5 mil. copies)	25,000	25,000
Printer Supplies	<u>1,500</u>	<u>1,500</u>
	30,000	30,000
5126-654-770 MAINTENANCE OF EQUIPMENT		
Duplo Duplicator	2,000	2,000
Folding Machine	1,000	1,000
Paper Cutting Machine	<u>1,000</u>	<u>1,000</u>
	4,000	4,000

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
654-770 DUPLICATING		
5131-654-770 PROFESSIONAL SERVICES/CONTRACTS		
Xerox Lease (5090/5046)	245,000	245,000
Account Software	1,000	1,000
	<u>246,000</u>	<u>246,000</u>
TOTAL, M & O	280,000	280,000
5125-654-770 BUILDING REPAIRS/MAINTENANCE	17,010	17,575
5172-654-770 TELEPHONE	760	770
5178-654-770 OFFICE AUTOMATION	3,040	2,485
5183-654-770 INSURANCE		
Liability Insurance	1,930	1,690
Property Insurance	730	800
	<u>2,660</u>	<u>2,490</u>
TOTAL, INTERNAL SERVICE CHARGES	23,470	23,320
TOTAL, DUPLICATING	362,130	361,830

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Internal Service Fund Sources and Uses**

TELECOMMUNICATIONS

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

<u>Sources of Funds:</u>	2012-13	2013-14
<u>Charges to Departments:</u>		
City Council	\$ 2,570	\$ 2,570
City Manager	2,970	2,970
City Attorney	3,855	3,855
City Clerk	7,210	7,210
City Treasurer	255	255
Finance	9,770	9,770
Human Resources	3,855	3,855
Risk Management	1,160	1,160
Information Systems	5,140	5,140
Library	24,580	24,580
Older Adult Services/Sr. Nutrition	11,320	11,320
Planning	6,425	6,425
Code Enforcement	5,140	5,140
Building	3,855	3,855
Engineering	59,515	59,515
Maintenance/Streets	18,125	18,125
Communications	1,960	1,960
Police	85,330	85,330
Fire	112,325	112,325
Center for the Arts	35,115	35,115
Community Services/Administration & Recreation	36,230	36,230
Successor Agency-Housing	4,885	4,885
Water/Lakes	48,465	48,465
Wastewater	30,730	30,730
Building Maintenance	1,295	1,295
Warehouse	915	915
Fleet Services	1,045	1,045
Duplicating	770	770
Office Automation	3,855	3,855
Workers' Compensation/Benefits Administration	1,010	1,010
Credit Union	4,885	4,885
TOTAL, Charges to Departments	\$ 534,560	\$ 534,560
Reserves	48,745	48,745
TOTAL, Sources	\$ 583,305	\$ 583,305

Uses of Funds:

<u>Operating Budget</u>		
Employee Services	\$ 9,390	\$ 9,390
Maintenance and Operations	569,500	569,500
Internal Service Charges	4,415	4,415
TOTAL, Uses	\$ 583,305	\$ 583,305

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Department Summary**

TELECOMMUNICATIONS

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

BUDGET SUMMARY

	2009-10 Actual	2010-11 Actual	2011-12 Revised	2012-13 Budget
STAFFING:				
Regular Full-Time	0.0	0.0	0.0	0.0
Regular Part-Time (FTE)	0.0	0.0	0.0	0.0
Temporary Part-Time (FTE)	0.0	0.0	0.0	0.0
Department Total	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>
BUDGET:				
Employee Services	0	2,984	0	9,390
Maintenance & Operations	513,369	458,808	529,500	569,500
Internal Service Charges	1,476	2,052	5,090	4,290
Total Budget	<u>514,845</u>	<u>463,843</u>	<u>534,590</u>	<u>583,180</u>

DEPARTMENT PRIORITIES

- Support and maintain approximately 1200 telephones and accessory devices Citywide, which includes troubleshooting, recommending and purchasing both hardware and software to achieve user satisfaction and improve productivity
- Identify and monitor existing and new telecommunications service options and providers to ensure cost value for all telephone networks. When possible, reduce or combine services to reduce recurring service charges
- Audit existing services at all City locations to ensure billed services exist and are still necessary
- Participate in Public Works relocation by redesigning/moving telecommunication services and equipment to the new Harmony Grove facility, HARRF and Water Treatment Plant facilities
- Upgrade voice/data hardware at various City sites to increase network speed to ensure staff has the tools they need to efficiently accomplish their jobs

MAJOR BUDGET IMPACTS

- Increase in overtime
- Increase in maintenance of equipment and minor office equipment

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
654-771 TELECOMMUNICATIONS		
5020-654-771 OVERTIME		
Standby Pay	0	5,155
Overtime	0	4,000
	0	9,155
5025-654-771 EMPLOYEE OVERHEAD		
Standby/Overtime	0	235
TOTAL, EMPLOYEE SERVICES	0	9,390
5101-654-771 OFFICE/OPERATING SUPPLIES		
Tools & Wiring Supplies	500	500
5126-654-771 MAINTENANCE OF EQUIPMENT		
CISCO SmartNet VoIP	6,000	20,000
Telephone System	32,000	38,000
Uninterruptible Power Supply	2,000	5,000
Voice Mail System & Interactive Voice Response	11,000	11,000
	51,000	74,000
5173-654-771 OTHER TELEPHONE		
AT&T Telephone Service - Voice & Data	340,000	307,000
MPLS - Safety Network VoIP & Data	102,000	100,000
Pay Phones	22,000	21,000
Internet Service - Cox (from 5131-001-031)	14,000	17,000
	478,000	445,000
5194-654-771 MINOR OFFICE EQUIPMENT		
Voice/Data Hardware Upgrades	0	50,000
TOTAL, M & O	529,500	569,500
5178-654-771 OFFICE AUTOMATION		
	3,040	2,485

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
654-771 TELECOMMUNICATIONS		
5183-654-771 INSURANCE		
Liability Insurance	1,925	1,670
Property Insurance	<u>125</u>	<u>135</u>
	2,050	1,805
TOTAL, INTERNAL SERVICE CHARGES	5,090	4,290
TOTAL, TELECOMMUNICATIONS	534,590	583,180

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Internal Service Fund Sources and Uses**

MAIL SERVICES

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

<u>Sources of Funds:</u>	2012-13	2013-14
<u>Charges to Departments:</u>		
City Council	\$ 1,100	\$ 1,100
City Manager	275	275
City Attorney	2,720	2,720
City Clerk	4,215	4,215
Finance	42,945	42,945
Human Resources	4,225	4,225
Risk Management	215	215
Information Systems/Administration	200	200
Older Adult Services	965	965
Planning	14,475	14,475
Code Enforcement	32,960	32,960
Building	680	680
Engineering	2,765	2,765
Maintenance/Streets	4,660	4,660
Police	19,665	19,665
Fire	6,915	6,915
Vehicle Parking District	20	20
Community Services/Administration	11,745	11,745
CDBG Administration	1,650	1,650
Successor Agency-Housing	3,865	3,865
Water	4,375	4,375
Lakes	375	375
Wastewater	3,840	3,840
Workers' Compensation	1,095	1,095
Benefits Administration	4,360	4,360
TOTAL, Charges to Departments	\$ 170,305	\$ 170,305
Reserves	3,880	3,880
TOTAL, Sources	\$ 174,185	\$ 174,185

Uses of Funds:

<u>Operating Budget</u>		
Employee Services	\$ 62,140	\$ 62,140
Maintenance and Operations	109,505	109,505
Internal Service Charges	2,540	2,540
TOTAL, Uses	\$ 174,185	\$ 174,185

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Department Summary**

MAIL SERVICES

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

BUDGET SUMMARY

	2009-10 Actual	2010-11 Actual	2011-12 Revised	2012-13 Budget
STAFFING:				
Regular Full-Time	1.0	1.0	1.0	1.0
Regular Part-Time (FTE)	0.0	0.0	0.0	0.0
Temporary Part-Time (FTE)	0.0	0.0	0.0	0.0
Department Total	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>
BUDGET:				
Employee Services	60,552	60,760	60,990	62,140
Maintenance & Operations	105,622	90,169	109,400	109,505
Internal Service Charges	5,592	5,028	2,930	2,485
Total Budget	<u>171,766</u>	<u>155,957</u>	<u>173,320</u>	<u>174,130</u>

DEPARTMENT PRIORITIES

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

MAJOR BUDGET IMPACTS

- None

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
654-772 MAIL SERVICES		
5001-654-772 REGULAR FULL-TIME		
1 Department Assistant	37,825	39,335
Budget Adjustment-MOU agreements (07-08)	1,270	0
Adjustments:		
Pay Reductions	<u>(1,890)</u>	<u>(1,965)</u>
	37,205	37,370
5025-654-772 EMPLOYEE OVERHEAD		
Existing Staff	24,225	22,495
Budget Adjustment-MOU agreements (07-08)	(2,525)	0
Adjustments:		
Pay Reductions	<u>(630)</u>	<u>(500)</u>
	21,070	21,995
5030-654-772 FLEXIBLE BENEFITS	2,715	2,775
TOTAL, EMPLOYEE SERVICES	60,990	62,140
5101-654-772 OPERATING SUPPLIES		
Business Reply & Bulk Rate Permits/Office Supplies	500	500
Postage	80,000	70,105
Tape Rolls & Cartridge Meter	<u>700</u>	<u>700</u>
	81,200	71,305
5131-654-772 PROFESSIONAL SERVICES/CONTRACTS		
Mail Delivery Service	3,000	3,000
Mail Delivery Service for Daily Off-Sites	15,000	15,000
Postal Machine Lease	9,000	9,000
Document Shredding Service	600	600
Community Notification Services	<u>0</u>	<u>10,000</u>
	27,600	37,600

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
654-772 MAIL SERVICES		
5173-654-772 OTHER TELEPHONE		
Cellular Phone Service	600	600
TOTAL, M & O	109,400	109,505
5178-654-772 OFFICE AUTOMATION	1,520	1,245
5183-654-772 INSURANCE		
Liability Insurance	1,280	1,100
Property Insurance	130	140
	<u>1,410</u>	<u>1,240</u>
TOTAL, INTERNAL SERVICE CHARGES	2,930	2,485
TOTAL, MAIL SERVICES	173,320	174,130

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Internal Service Fund Sources and Uses**

OFFICE AUTOMATION

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

<u>Sources of Funds:</u>	2012-13	2013-14
<u>Charges to Departments:</u>		
City Council	\$ 6,215	\$ 6,215
City Manager/Video Services	18,465	18,465
City Attorney	16,070	16,070
City Clerk	13,495	13,495
City Treasurer	2,485	2,485
Finance	45,710	45,710
Human Resources	10,930	10,930
Risk Management	7,285	7,285
Information Systems	25,835	25,835
Library	171,540	171,540
Older Adult Services/Sr. Nutrition	8,700	8,700
Planning	28,405	28,405
Code Enforcement	21,035	21,035
Building	17,390	17,390
Engineering	44,550	44,550
Maintenance/Streets	34,190	34,190
Maintenance/Parks	4,970	4,970
Recycling and Waste Reduction	2,485	2,485
Police	408,995	408,995
Fire/Emergency Management	116,980	116,980
Non-Departmental Escondido University	18,525	18,525
Community Services/Administration & Recreation	44,560	44,560
Escondido Education Compact	4,300	4,300
CDBG Administration	8,615	8,615
Successor Agency-Housing	11,180	11,180
Water/Canal/Lakes	98,655	98,655
Wastewater/Recycled Water/Stormwater	118,850	118,850
Building Maintenance	8,530	8,530
Warehouse	4,970	4,970
Fleet Services	11,180	11,180
Duplicating	2,485	2,485
Telecommunications	2,485	2,485
Mail Services	1,245	1,245
Workers' Compensation/Benefits Administration	6,215	6,215
Credit Union	18,525	18,525
TOTAL, Department Charges	1,366,050	1,366,050
Reserves	8,105	8,105
TOTAL, Sources	\$ 1,374,155	\$ 1,374,155
 <u>Uses of Funds:</u>		
<u>Operating Budget</u>		
Employee Services	\$ 963,235	\$ 963,235
Maintenance and Operations	392,295	392,295
Internal Service Charges	18,625	18,625
TOTAL, Uses	\$ 1,374,155	\$ 1,374,155

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Department Summary**

OFFICE AUTOMATION

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

BUDGET SUMMARY

	2009-10 Actual	2010-11 Actual	2011-12 Revised	2012-13 Budget
STAFFING:				
Regular Full-Time	0.0	0.0	11.0	11.0
Regular Part-Time (FTE)	0.0	0.0	0.0	0.0
Temporary Part-Time (FTE)	0.0	0.0	0.0	0.0
Department Total	<u>0.0</u>	<u>0.0</u>	<u>11.0</u>	<u>11.0</u>
BUDGET:				
Employee Services	0	0	924,925	963,235
Maintenance & Operations	0	0	396,300	392,295
Internal Service Charges	0	0	17,905	18,625
Total Budget	<u>0</u>	<u>0</u>	<u>1,339,130</u>	<u>1,374,155</u>

DEPARTMENT PRIORITIES

- Provide on going network support for Email, Windows desktop PC's, Internet access, Security and Wireless Network support. Assist and train City staff as needed
- Migrate & upgrade remote access servers from old Citrix remote to Microsoft remote desktop
- Provide ongoing network and infrastructure support: maintaining camera systems, servers, desktop hardware replacement, printer replacement, citywide network hardware and data backup and recovery services
- Continue with the migrating of Windows XP to Windows 7 and from Symantec Anti-Virus to Microsoft Forefront Anti-Virus
- Participate in the relocating of the current Public Works network to their new facilities

MAJOR BUDGET IMPACTS

- Increase in vacation & comp time contingencies and call back pay

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
657-033 OFFICE AUTOMATION		
5001-657-033 REGULAR FULL-TIME		
1 Network Manager	98,910	108,010
1 Network Systems Engineer	57,690	60,000
8 Network Systems Technician I/II's	383,300	398,625
1 Sr. Network System Engineer	85,570	88,995
Bilingual Pay	1,950	1,950
Budget Adjustment-MOU agreements (07-08)	21,030	0
Vacation Contingency	0	7,155
Adjustments:		
Pay Reductions	<u>(31,275)</u>	<u>(32,525)</u>
	617,175	632,210
5020-657-033 OVERTIME		
Standby Pay	5,000	5,000
Call Back	6,000	10,000
Comp Time Contingency	0	4,090
	<u>11,000</u>	<u>19,090</u>
5025-657-033 EMPLOYEE OVERHEAD		
Existing Staff	309,740	279,635
Bilingual Pay/Stand-by Pay/Call Back	965	965
Budget Adjustment-MOU agreements (07-08)	(41,755)	0
Vacation/Comp Time Contingency	0	195
Adjustments:		
Pay Reductions	<u>(10,420)</u>	<u>(8,285)</u>
	258,530	272,510
5030-657-033 FLEXIBLE BENEFITS	38,220	39,425
TOTAL, EMPLOYEE SERVICES	924,925	963,235
5101-657-033 OFFICE/OPERATING SUPPLIES		
Computer Based Training Materials	1,000	3,000
General Office Supplies/Printer Supplies	2,500	2,495
Hardware Inventory	2,000	5,000
Server Backup Tapes	5,000	5,000
	<u>10,500</u>	<u>15,495</u>

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
657-033 OFFICE AUTOMATION		
5126-657-033 MAINTENANCE OF EQUIPMENT		
Cisco Equipment	14,500	0
Printers - Laser (HP, Canon)	1,200	1,200
Uninterruptible Power Supply	3,000	0
	18,700	1,200
5131-657-031 PROFESSIONAL SERVICES/CONTRACTS		
Network Security Audit	0	14,000
5161-657-033 MILEAGE	0	500
5173-657-033 OTHER TELEPHONE		
Cellular Telephone Expenses	5,800	7,800
5193-657-033 SOFTWARE		
Antivirus Software Maintenance	10,000	0
Backup-Exec	8,000	10,000
Internet Firewall Maintenance	5,000	5,000
Management Software Maintenance	14,500	14,500
Microsoft Enterprise Agreement	201,800	201,800
	239,300	231,300
5194-657-033 MINOR OFFICE EQUIPMENT		
Desktop Replacement	62,000	62,000
Server Replacement	60,000	60,000
	122,000	122,000
 TOTAL, M & O	 396,300	 392,295
5164-657-033 EQUIPMENT EXPENSE	3,290	3,440
5165-657-033 DUPLICATING CENTER	1,320	100
5172-657-033 TELEPHONE	3,790	3,855

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
657-033 OFFICE AUTOMATION		
5183-657-033 INSURANCE		
Liability Insurance	8,720	10,370
Property Insurance	<u>785</u>	<u>860</u>
	9,505	11,230
TOTAL, INTERNAL SERVICE CHARGES	17,905	18,625
TOTAL, INFO SYSTEMS/OFFICE AUTOMATION	1,339,130	1,374,155



CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Internal Service Fund Sources and Uses

WORKERS' COMPENSATION INSURANCE

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

<u>Sources of Funds:</u>	2012-13	2013-14
<u>Charges to Departments:</u>		
City Council/City Manager	\$ 10,450	\$ 12,000
City Attorney	11,495	13,200
City Clerk	4,700	5,400
City Treasurer	2,350	2,700
Finance	16,460	18,900
Human Resources/Risk Management	8,100	9,300
Information Systems	25,860	29,700
Library	25,860	29,700
Older Adult/Sr. Nutrition	3,135	3,600
Planning, Building, Code Enforcement	40,490	46,500
Engineering	42,060	48,300
Maintenance/Streets & Parks	108,935	125,100
Police	1,026,135	1,178,400
Fire/Emergency Management	819,240	940,800
CDBG Administration	2,090	2,400
Fleet Services	23,770	27,300
Recycling and Waste Reduction	1,305	1,500
Successor Agency-Housing/HOME/Mobilehome Park Management	6,010	6,900
Community Services/Administration & Recreation	45,980	52,800
Water/Canal/Lakes	176,075	202,200
Wastewater/Recycled Water/Stormwater	150,735	173,100
Building Maintenance	50,940	58,500
Other Internal Service Funds	10,190	11,700
TOTAL, Charges to Departments	2,612,365	3,000,000
Interest	300,000	300,000
Reserves	500,000	112,365
TOTAL, Sources	\$ 3,412,365	\$ 3,412,365

Uses of Funds:

<u>Operating Budget</u>		
Employee Services	\$ 94,925	\$ 94,925
Maintenance and Operations	2,927,700	2,927,700
Internal Service Charges	14,170	14,170
Allocations	375,570	375,570
TOTAL, Uses	\$ 3,412,365	\$ 3,412,365

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Department Summary**

WORKERS' COMPENSATION INSURANCE

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

BUDGET SUMMARY

	2009-10 Actual	2010-11 Actual	2011-12 Revised	2012-13 Budget
STAFFING:				
Regular Full-Time	1.0	1.0	1.0	1.0
Regular Part-Time (FTE)	0.0	0.0	0.0	0.0
Temporary Part-Time (FTE)	0.0	0.0	0.0	0.0
Department Total	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>
BUDGET:				
Employee Services	96,734	99,609	100,870	94,925
Maintenance & Operations	1,787,852	2,015,627	2,962,200	2,927,700
Internal Service Charges	5,172	267,811	15,660	14,115
Allocations (Net)	332,052	343,068	346,695	375,570
Total Budget	<u>2,221,810</u>	<u>2,726,114</u>	<u>3,425,425</u>	<u>3,412,310</u>

DEPARTMENT PRIORITIES

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

MAJOR BUDGET IMPACTS

- Decrease in excess and fraud insurance
- Increase in allocation in from City Attorney

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
690-721 WORKERS' COMPENSATION INSURANCE		
5001-690-721 REGULAR FULL-TIME		
1 Sr. Human Resources Analyst	67,000	69,680
Budget Adjustment-MOU agreements (07-08)	2,250	0
Adjustments:		
Pay Reductions	<u>(3,350)</u>	<u>(3,485)</u>
	65,900	66,195
5025-690-721 EMPLOYEE OVERHEAD		
Existing Staff	36,670	25,635
Budget Adjustment-MOU agreements (07-08)	(4,465)	0
Adjustments:		
Pay Reductions	<u>(1,115)</u>	<u>(890)</u>
	31,090	24,745
5030-690-721 FLEXIBLE BENEFITS	3,880	3,985
TOTAL, EMPLOYEE SERVICES	100,870	94,925
5101-690-721 OFFICE/OPERATING SUPPLIES		
Workers' Comp Supplies	500	500
5129-690-721 BENEFITS PAID		
Workers' Comp Benefits	1,000,000	900,000
5130-690-721 MEDICAL SERVICES		
Medical Services, Physical Therapy, Prescriptions	1,100,000	1,200,000
5131-690-721 PROFESSIONAL SERVICES/CONTRACTS		
Professional Services	16,000	16,000
Subrosa Services	16,000	16,000
Third Party Administrator	<u>355,000</u>	<u>355,000</u>
	387,000	387,000

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
690-721 WORKERS' COMPENSATION INSURANCE		
5133-690-721 LEGAL COUNSEL		
Legal Fees	75,000	75,000
5160-690-721 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	3,000	3,000
5161-690-721 MILEAGE REIMBURSEMENT		
Mileage Reimbursement for Workers' Comp Claims	300	300
5162-690-721 DUES AND SUBSCRIPTIONS		
Workers' Compensation Publications & Dues	350	350
5167-690-721 ADVERTISING AND PRINTING		
Workers' Compensation Forms	100	100
5169-690-721 OTHER INSURANCE		
Excess Insurance	325,000	310,000
Fraud Insurance	69,500	50,000
	394,500	360,000
5173-690-721 OTHER TELEPHONE		
Cellular Phones	1,450	1,450
TOTAL, M & O	2,962,200	2,927,700
5165-690-721 DUPLICATING CENTER	0	125
5172-690-721 TELEPHONE	250	250
5175-690-721 MAIL SERVICES	830	1,095
5178-690-721 OFFICE AUTOMATION	1,970	1,245

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
690-721 WORKERS' COMPENSATION INSURANCE		
5183-690-721 INSURANCE		
Liability Insurance	12,480	11,260
Property Insurance	130	140
	<u>12,610</u>	<u>11,400</u>
TOTAL, INTERNAL SERVICE CHARGES	15,660	14,115
SUBTOTAL, WORKERS' COMPENSATION INSURANCE	3,078,730	3,036,740
5901-690-721 ALLOCATED IN		
City Attorney	93,695	114,230
Finance	18,510	17,810
Human Resources	62,840	72,870
Risk Management	106,170	106,130
Benefits Administration	65,480	64,530
	<u>346,695</u>	<u>375,570</u>
TOTAL, WORKERS' COMPENSATION INSURANCE	3,425,425	3,412,310



CITY OF ESCONDIDO
FY 2012-13 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:

	2012-13	2013-14
<u>Charges to Departments:</u>		
City Council	\$ 3,635	\$ 3,635
City Manager	7,780	7,780
City Attorney	7,015	7,015
City Clerk	7,585	7,585
City Treasurer	2,595	2,595
Finance	18,620	18,620
Human Resources	4,865	4,865
Information Systems	10,735	10,735
Library	36,965	36,965
Older Adult Services/Senior Nutrition	5,185	5,185
Planning	12,585	12,585
Code Enforcement	26,615	26,615
Building	11,640	11,640
Engineering	54,920	54,920
Maintenance/Streets	190,295	190,295
Maintenance/Parks	44,000	44,000
Recycling and Waste Reduction	4,200	4,200
Police	682,225	682,225
Fire/Emergency Management	161,590	161,590
Non-Departmental	9,940	9,940
Community Services/Administration & Recreation	61,850	61,850
CDBG Administration	8,710	8,710
Landscape Maintenance District	2,640	2,640
Successor Agency-Housing	8,205	8,205
Mobilehome Park Management	100	100
HOME	320	320
Water/Canal/Lakes	354,055	354,055
Wastewater/Recycled Water/Stormwater Management	221,740	221,740
Internal Service Funds	133,410	133,410
TOTAL, Charges to Departments	2,094,020	2,094,020
Interest	75,000	75,000
Reserves	510,640	510,640
TOTAL, Sources	\$ 2,679,660	\$ 2,679,660

Uses of Funds:

<u>Operating Budget</u>		
Maintenance and Operations	\$ 1,432,100	\$ 1,432,100
Allocations	1,247,560	1,247,560
TOTAL, Uses	\$ 2,679,660	\$ 2,679,660

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Department Summary**

GENERAL LIABILITY INSURANCE

Description: The General Liability Insurance fund accounts for transactions related to the City's self-insurance provision of general liability insurance. Funding is provided by charges to departments.

BUDGET SUMMARY

	2009-10 Actual	2010-11 Actual	2011-12 Revised	2012-13 Budget
STAFFING:				
Regular Full-Time	0.0	0.0	0.0	0.0
Regular Part-Time (FTE)	0.0	0.0	0.0	0.0
Temporary Part-Time (FTE)	0.0	0.0	0.0	0.0
Department Total	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>
BUDGET:				
Employee Services	0	0	0	0
Maintenance & Operations	1,909,759	344,583	1,432,100	1,432,100
Allocations (Net)	<u>1,097,940</u>	<u>1,099,572</u>	<u>1,157,840</u>	<u>1,247,560</u>
Total Budget	<u>3,007,699</u>	<u>1,444,155</u>	<u>2,589,940</u>	<u>2,679,660</u>

DEPARTMENT PRIORITIES

- Continue to reduce the frequency, severity and unpredictability of accidental losses
- Apply exposure avoidance, loss prevention, loss reduction, and contractual transfer measures to liability losses to reduce City operating costs and increase operating efficiency
- Develop, coordinate and implement employee training programs and procedures to prevent and reduce potential liability losses

MAJOR BUDGET IMPACTS

- Increase in allocation in from City Attorney

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

		<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
691-722	GENERAL LIABILITY INSURANCE		
5103-691-722	TRIAL SUPPLIES	1,500	1,500
5131-691-722	PROFESSIONAL SERVICES/CONTRACTS		
	Annual Physicals for Fire and Public Works	40,000	40,000
	Annual Physicals for Police	35,000	35,000
	Automatic External Defibrillators	12,600	12,600
	Blood Borne Pathogen Clean Up	20,000	20,000
	DOT Compliance Drug & Alcohol Testing	9,000	9,000
	DOT Training for Commercial Drivers	1,000	1,000
	Professional Services	6,000	6,000
		<u>123,600</u>	<u>123,600</u>
5133-691-722	LEGAL COUNSEL	200,000	200,000
5134-691-722	INVESTIGATIONS	5,000	5,000
5135-691-722	RESEARCH	9,000	9,000
5140-691-722	EXPERT WITNESS	125,000	125,000
5142-691-722	DEPOSITIONS	40,000	40,000
5143-691-722	COURIER SERVICES	5,000	5,000
5147-691-722	COURT FEES	5,000	5,000
5149-691-722	PREVENTION		
	Loss Prevention/Reduction Expenses	15,000	15,000
5151-691-722	LIABILITY CLAIMS EXPENSES	100,000	100,000
5153-691-722	SETTLEMENTS	175,000	175,000
5154-691-722	JUDGMENTS	50,000	50,000
5160-691-722	TRAINING AND MEETINGS		
	Seminars, Conferences, Workshops	4,000	4,000
5166-691-722	OTHER DUPLICATING	8,000	8,000

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
691-722 GENERAL LIABILITY INSURANCE		
5169-691-722 OTHER INSURANCE		
CCAЕ SLIP Program Premium	75,000	75,000
SANDPIPA Bond/Crime Program Premium	21,000	21,000
SANDPIPA Pool and Excess Insurance Premium	<u>470,000</u>	<u>470,000</u>
	566,000	566,000
TOTAL, M & O	1,432,100	1,432,100
SUBTOTAL, GENERAL LIABILITY INSURANCE	1,432,100	1,432,100
5901-691-722 ALLOCATED IN		
City Attorney	899,485	989,985
Finance	9,790	9,455
Risk Management	<u>248,565</u>	<u>248,120</u>
	1,157,840	1,247,560
TOTAL, GENERAL LIABILITY INSURANCE	2,589,940	2,679,660

**CITY OF ESCONDIDO
 FY 2012-13 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:

	2012-13	2013-14
Charges to Departments	\$ 262,800	\$ 374,710
Employee Contributions	860,000	937,400
Retiree Premiums	1,110,000	1,209,900
COBRA Premiums	75,000	81,750
City Paid Premiums	7,202,000	7,850,180
TOTAL, Charges to Departments and Premiums	9,509,800	10,453,940
Insurance Rebate	80,000	80,000
Interest	3,000	3,000
Reserves	111,910	-
TOTAL, Sources	\$ 9,704,710	\$ 10,536,940

Uses of Funds:

<u>Operating Budget</u>		
Employee Services	\$ 314,025	\$ 314,025
Maintenance and Operations	9,366,495	10,198,725
Internal Service Charges	42,790	42,790
Allocations	(18,600)	(18,600)
TOTAL, Uses	\$ 9,704,710	\$ 10,536,940

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Department Summary**

BENEFITS ADMINISTRATION

Description: The Benefits Administration fund accounts for transactions related to the provision of health, life and cancer insurance as well as other benefits available for City employees. Funding is provided through charges to departments and employee contributions.

BUDGET SUMMARY

	2009-10 Actual	2010-11 Actual	2011-12 Revised	2012-13 Budget
STAFFING:				
Regular Full-Time	4.0	4.0	3.0	3.0
Regular Part-Time (FTE)	0.0	0.0	0.0	0.0
Temporary Part-Time (FTE)	0.0	0.0	0.4	0.4
Department Total	<u>4.0</u>	<u>4.0</u>	<u>3.4</u>	<u>3.4</u>
BUDGET:				
Employee Services	350,059	255,697	284,955	314,025
Maintenance & Operations	7,610,523	7,891,645	8,995,745	9,366,495
Internal Service Charges	13,855	5,630	49,320	42,540
Allocations (Net)	(28,692)	(21,312)	(23,920)	(18,600)
Total Budget	<u>7,945,745</u>	<u>8,131,660</u>	<u>9,306,100</u>	<u>9,704,460</u>

DEPARTMENT PRIORITIES

- Provide day to day customer service assistance to all employees and retirees as it relates to their respective benefit plans
- Provide administration for several employee benefit plans and programs
- Provide employee communication materials and coordinate open enrollment, health fairs, retirements, deferred compensation and other relevant employee meetings
- Assist employees with all aspects of medical leaves of absence, family leave requests and coordinate the return to work
- Ensure the City is compliant with all applicable State or Federal laws that are implemented and process all contract amendments for CalPERS and/or PARS plans
- Provide analysis, research and recommendations of various employee benefit programs and serve on the City's Health Insurance Committee

MAJOR BUDGET IMPACTS

- Increase in retirement contingency
- Increase in the cost of insurance premiums
- Decrease in insurance internal service charges
- Increase in allocation in from Human Resources

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

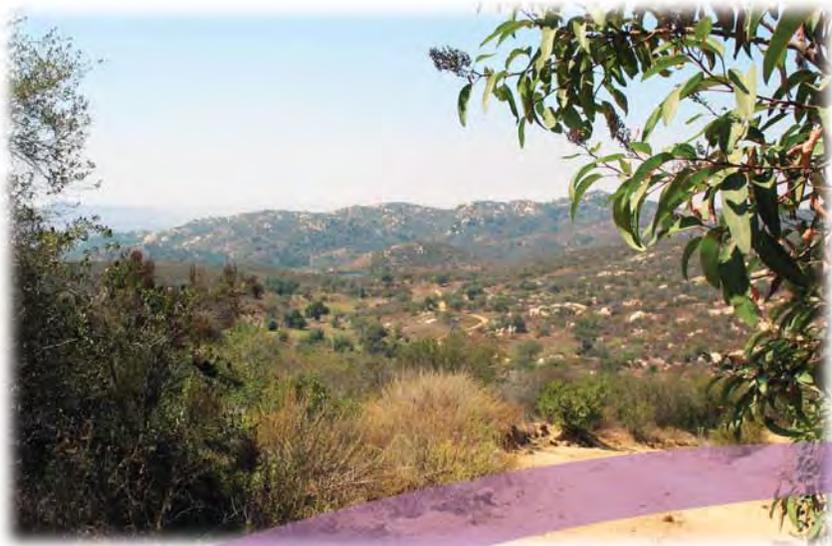
	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
692-723 BENEFITS ADMINISTRATION		
5001-692-723 REGULAR FULL-TIME		
1 Benefits & Workers Comp Manager	94,020	97,780
1 Benefits Analyst	55,715	52,785
1 Human Resources Technician I/II	46,140	43,475
Retirement Contingency	0	37,235
Budget Adjustment-MOU agreements (07-08)	6,585	0
Adjustments:		
Pay Reductions	<u>(9,795)</u>	<u>(9,700)</u>
	192,665	221,575
5004-692-723 TEMPORARY PART-TIME		
Clerical Assistance	8,000	8,000
5025-692-723 EMPLOYEE OVERHEAD		
Existing Staff	88,610	74,290
Temporary Position	570	620
Retirement Contingency	0	650
Budget Adjustment-MOU agreements (07-08)	(13,060)	0
Adjustments:		
Pay Reductions	<u>(3,265)</u>	<u>(2,470)</u>
	72,855	73,090
5030-692-723 FLEXIBLE BENEFITS	11,435	11,360
TOTAL, EMPLOYEE SERVICES	284,955	314,025
5101-692-723 OFFICE/OPERATING SUPPLIES		
Benefit Supplies	500	750
5131-692-723 PROFESSIONAL SERVICES/CONTRACTS		
Employee Assistance Program	28,000	26,000
FSA Administration	12,500	12,000
Miscellaneous - 4th Level CalPERS	32,000	32,000
Safety 4th Level CalPERS	12,170	12,170
Unemployment Administration	3,500	3,500
	<u>88,170</u>	<u>85,670</u>

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
692-723 BENEFITS ADMINISTRATION		
5160-692-723 TRAINING & MEETINGS		
Seminars, Conferences, Workshops	0	3,000
5161-692-723 MILEAGE REIMBURSEMENT	100	100
5162-692-723 DUES AND SUBSCRIPTIONS		
PERS Public Agency Coalition	1,250	1,250
Professional Organization Membership & Subscriptions	725	725
	1,975	1,975
5169-692-723 OTHER INSURANCE		
City Paid Premiums	2,000	2,000
COBRA Premiums	100,000	75,000
Health Insurance Premiums	7,400,000	7,850,000
Life Insurance Premiums	110,000	90,000
Retiree Premiums	1,145,000	1,110,000
Waiver of Insurance Rebates	120,000	120,000
	8,877,000	9,247,000
5193-692-723 SOFTWARE		
Software Licensing (1/2 of cost in 023)	28,000	28,000
 TOTAL, M & O	 8,995,745	 9,366,495
5165-692-723 DUPLICATING CENTER	1,835	1,340
5172-692-723 TELEPHONE	760	760
5175-692-723 MAIL SERVICES	3,845	4,360
5178-692-723 OFFICE AUTOMATION	5,630	4,970

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
692-723 BENEFITS ADMINISTRATION		
5183-692-723 INSURANCE		
Liability Insurance	37,120	30,970
Property Insurance	130	140
	<u>37,250</u>	<u>31,110</u>
 TOTAL, INTERNAL SERVICE CHARGES	 49,320	 42,540
 SUBTOTAL, BENEFITS ADMINISTRATION	 9,330,020	 9,723,060
 5901-692-723 ALLOCATED IN		
Finance	8,980	8,680
Human Resources	28,335	32,850
Risk Management	4,245	4,400
	<u>41,560</u>	<u>45,930</u>
 5902-692-723 ALLOCATED OUT		
Workers' Compensation	(65,480)	(64,530)
 TOTAL, BENEFITS ADMINISTRATION	 9,306,100	 9,704,460



**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Internal Service Fund Sources and Uses**

PROPERTY INSURANCE

This fund was created to account for transactions related to property insurance obtained for the City. Funding is provided through charges to departments.

<u>Sources of Funds:</u>	2012-13	2013-14
<u>Charges to Departments:</u>		
City Council	\$ 1,775	\$ 1,775
City Manager	3,900	3,900
City Attorney	2,630	2,630
City Clerk	2,480	2,480
City Treasurer	580	580
Finance	2,935	2,935
Human Resources	3,100	3,100
Risk Management	590	590
Information Systems	2,580	2,580
Library	38,450	38,450
Older Adult Services/Senior Nutrition	5,605	5,605
Planning	5,165	5,165
Code Enforcement	1,850	1,850
Building	1,830	1,830
Engineering	10,255	10,255
Streets	5,910	5,910
Parks	9,875	9,875
Communications	270	270
Recycling and Waste Reduction	295	295
Police	37,820	37,820
Fire	67,460	67,460
Non-Departmental	340	340
Community Services/Administration & Recreation	27,405	27,405
CDBG Administration	845	845
Successor Agency-Housing/HOME/Mobilehome Park Management	2,090	2,090
Water/Canal/Lakes	84,725	84,725
Wastewater	127,690	127,690
Stormwater Management	270	270
Internal Service Funds	12,345	12,345
TOTAL, Charges to Departments	461,065	461,065
Interest	2,960	2,960
Reserves	1,250	1,250
TOTAL, Sources	\$ 465,275	\$ 465,275

Uses of Funds:

<u>Operating Budget</u>		
Maintenance and Operations	\$ 395,000	\$ 395,000
Allocations	70,275	70,275
TOTAL, Uses	\$ 465,275	\$ 465,275

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Department Summary**

PROPERTY INSURANCE

Description: The Property Insurance fund accounts for transactions related to property insurance obtained for the City. Funding is provided through charges to departments.

BUDGET SUMMARY

	2009-10 Actual	2010-11 Actual	2011-12 Revised	2012-13 Budget
STAFFING:				
Regular Full-Time	0.0	0.0	0.0	0.0
Regular Part-Time (FTE)	0.0	0.0	0.0	0.0
Temporary Part-Time (FTE)	0.0	0.0	0.0	0.0
Department Total	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>
BUDGET:				
Employee Services	0	0	0	0
Maintenance & Operations	357,538	327,608	395,000	395,000
Allocations (Net)	72,852	67,800	70,720	70,275
Total Budget	<u>430,390</u>	<u>395,408</u>	<u>465,720</u>	<u>465,275</u>

DEPARTMENT PRIORITIES

- Apply exposure avoidance, loss prevention, loss reduction and contractual transfer measures to property losses to reduce City operating costs and increase operating efficiency
- Continually update & maintain the City's property schedule to accurately reflect current assets and ensure appropriate insurance coverage
- Continue to reduce the frequency, severity and unpredictability of accidental losses to City assets

MAJOR BUDGET IMPACTS

- None

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
693-724 PROPERTY INSURANCE		
5120-693-724 VANDALISM REPAIRS		
Property Repair Expenses	5,000	5,000
5131-693-724 PROFESSIONAL SERVICES/CONTRACTS		
Service Expenses	5,000	5,000
5152-693-724 PROPERTY SELF-RETENTION		
Property Loss Claims Payments	10,000	10,000
5169-693-724 OTHER INSURANCE		
SANDPIPA PEPIP Property Program. Premium	375,000	375,000
TOTAL, M & O	395,000	395,000
SUBTOTAL, PROPERTY INSURANCE	395,000	395,000
5901-693-724 ALLOCATED IN		
Finance	4,895	4,730
Risk Management	65,825	65,545
	<u>70,720</u>	<u>70,275</u>
TOTAL, PROPERTY INSURANCE	465,720	465,275



**CITY OF ESCONDIDO
FY 2012-13 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.

<u>Sources of Funds:</u>	2012-13	2013-14
Charges to Departments	\$ 310,865	\$ 310,865
Employee Contributions	390,000	390,000
Reserves	169,135	169,135
TOTAL, Sources	<u>\$ 870,000</u>	<u>\$ 870,000</u>

<u>Uses of Funds:</u>		
Operating Budget		
Maintenance and Operations	\$ 870,000	\$ 870,000
TOTAL, Uses	<u>\$ 870,000</u>	<u>\$ 870,000</u>

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Department Summary**

DENTAL INSURANCE

Description: The Dental Insurance fund accounts for transactions related to the provision of dental insurance to City employees. Funding is provided through charges to departments and employee contributions.

BUDGET SUMMARY

	2009-10 Actual	2010-11 Actual	2011-12 Revised	2012-13 Budget
STAFFING:				
Regular Full-Time	0.0	0.0	0.0	0.0
Regular Part-Time (FTE)	0.0	0.0	0.0	0.0
Temporary Part-Time (FTE)	0.0	0.0	0.0	0.0
Department Total	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>
BUDGET:				
Employee Services	0	0	0	0
Maintenance & Operations	734,145	830,118	870,000	870,000
Total Budget	<u>734,145</u>	<u>830,118</u>	<u>870,000</u>	<u>870,000</u>

DEPARTMENT PRIORITIES

- Provide quality dental coverage for City employees

MAJOR BUDGET IMPACTS

- None

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
694-725 DENTAL INSURANCE		
5131-694-725 PROFESSIONAL SERVICES/CONTRACTS		
Claims Processing	90,000	90,000
5151-694-725 CLAIMS PAYMENTS	730,000	730,000
5169-694-725 OTHER INSURANCE		
Delta Care DMO Premiums	50,000	50,000
TOTAL, M & O	870,000	870,000
TOTAL, DENTAL INSURANCE	870,000	870,000



**CITY OF ESCONDIDO
 FY 2012-13 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:

	2012-13	2013-14
Charges to Departments	\$ 180,000	\$ 180,000
TOTAL, Charges to Departments	180,000	180,000
Reserves	60,000	60,000
Total, Sources	\$ 240,000	\$ 240,000

Uses of Funds:

Claims Payments	\$ 240,000	\$ 240,000
TOTAL, Uses	\$ 240,000	\$ 240,000

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Department Summary**

UNEMPLOYMENT INSURANCE

Description: The Unemployment Insurance Fund accounts for administration of the City's unemployment claims. Funding is provided through charges to departments.

BUDGET SUMMARY

	2009-10 Actual	2010-11 Actual	2011-12 Revised	2012-13 Budget
STAFFING:				
Regular Full-Time	0.0	0.0	0.0	0.0
Regular Part-Time (FTE)	0.0	0.0	0.0	0.0
Temporary Part-Time (FTE)	0.0	0.0	0.0	0.0
Department Total	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>
BUDGET:				
Employee Services	0	0	0	0
Maintenance & Operations	460,087	197,317	240,000	240,000
Total Budget	<u>460,087</u>	<u>197,317</u>	<u>240,000</u>	<u>240,000</u>

DEPARTMENT PRIORITIES

- Maintain an adequate fund balance in order to pay unemployment insurance claims awarded by the State Employment Development Department
- Monitor all liability claims & protest any claims to EDD that the City determines are not appropriate
- Monitor legislative changes that would impact the unemployment insurance fund and determine any remedial action
- Evaluate any upcoming employee layoffs & analyze the impact to the unemployment insurance fund

MAJOR BUDGET IMPACTS

- None

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Line Item Detail**

	<u>2011-12 REVISED</u>	<u>2012-13 BUDGET</u>
696-727 UNEMPLOYMENT INSURANCE		
5151-696-727 CLAIMS PAYMENTS	240,000	240,000
TOTAL, M & O	240,000	240,000
TOTAL, UNEMPLOYMENT INSURANCE	240,000	240,000



Appendix



**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Schedule of Interfund Transfers**

TRANSFERS OUT	TRANSFERS IN	2011-12 REVISED	2012-13 BUDGET
<u>General Fund Transfers</u>			
108 Gas Tax Fund	001 General Fund	\$2,000,000	\$2,055,000
121 Cable Technology Fund	001 General Fund	11,000	11,000
558 Wastewater Fund	001 General Fund	25,000	25,000
652 Warehouse Fund	001 General Fund	150,000	-
715 Ryan Trust-Library/Pioneer Room	001 General Fund	42,760	44,800
716 Hegyi Trust Fund	001 General Fund	2,000	2,000
122 Daley Ranch Restoration Fund	001 General Fund	30,000	420,000
100 Center for the Arts	001 General Fund	-	171,020
	General Fund Transfers In Total	2,260,760	2,728,820
001 General Fund	100 Center for the Arts Fund	1,159,630	1,590,235
001 General Fund	107 Vehicle Parking District Fund	78,800	39,215
001 General Fund	376 Reidy Creek Debt Service Fund	348,015	378,775
001 General Fund	291 Successor Agency-Housing Fund	-	25,000
	General Fund Transfers Out Total	1,586,445	2,033,225
<u>Other Fund Transfers</u>			
112 Recreation Fund	375 Vineyard Golf Debt Service	677,070	677,860
112 Recreation Fund	229 General Capital Projects Fund	205,000	-
116 CDBG Fund	115 CDBG Project Fund	1,264,320	1,142,650
117 Recycling Fund	229 General Capital Projects Fund	30,000	-
121 Cable Technology Fund	229 General Capital Projects Fund	11,000	-
281 Successor Agency-Housing Fund	285 Housing Capital Fund	300,000	-
281 Successor Agency-Housing Fund	381 Successor Agency-Housing Debt Service	693,445	-
290 Redevelopment Obligation Retirement Fund	291 Successor Agency-Redevelopment Fund	-	291,000
290 Redevelopment Obligation Retirement Fund	387 Successor Agency-Debt Service	-	10,970,820
555 Water Operating Fund	556 Water Capital Project Fund	9,650,000	2,600,000
558 Wastewater Operating Fund	557 Wastewater Capital Project Fund	14,105,000	3,450,000
650 Building Maintenance Fund	651 Building Maintenance Capital Project Fund	-	875,000
	Other Funds Total	26,935,835	20,007,330
	All Funds Total	\$30,783,040	\$24,769,375



**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Revenue Schedule (All Funds)**

	2010-11 ACTUAL	2011-12 REVISED	2012-13 BUDGET
GENERAL FUND			
SALES TAX	\$19,270,884	\$21,198,000	\$22,681,000
OTHER TAXES			
Property Tax in Lieu of Sales Tax	5,876,598	6,301,000	7,242,000
Secured Property Tax	9,465,084	9,728,000	9,924,000
Unsecured Property Tax	337,565	351,000	359,000
Property Tax in Lieu of VLF	10,309,516	10,397,000	10,605,000
CDC Tax Sharing Payment	252,341	292,000	298,000
Penalties	4,008	7,000	7,000
Property Transfer	365,589	370,000	378,000
Franchise Fees	4,691,807	5,549,000	5,549,000
Transient Occupancy Tax	1,025,120	1,169,000	1,181,000
Business License	1,438,041	1,482,000	1,622,000
Transfer Station Fee	663,096	671,000	685,000
Other Incentive Fees	78,533	71,000	72,000
Total, Other Taxes	34,507,298	36,388,000	37,922,000
PERMITS AND LICENSES			
Towing Licenses	400,000	400,000	450,000
Building Permits	591,271	393,000	350,000
Plumbing Permits	31,812	48,000	49,000
Electrical Permits	42,297	55,000	57,000
Mechanical Permits	31,118	38,000	39,000
Fire Code Permits	51,505	42,000	43,000
Cable TV Ordinance	61	0	0
Mobile Home Setup	8,164	5,000	6,000
Total, Permits and Licenses	1,156,228	981,000	994,000
FINES AND FORFEITURES			
Red Light Photo Citations	478,448	312,000	320,000
Vehicle Code Fines	522,574	484,000	500,000
Parking Ticket Fines	254,287	210,000	200,000
Other Court Fines	86,762	39,000	50,000
Booking Fees	76,581	70,000	78,000
Library Fines	82,957	70,000	79,000
Code Enforcement Admin Citations	28,226	35,000	29,000
Impound Fees	365,612	273,000	270,000
Total, Fines and Forfeitures	1,895,447	1,493,000	1,526,000
INTERGOVERNMENTAL			
State Motor Vehicle Fees	477,958	469,000	0
Post Reimbursement	18,299	15,000	27,000
Library Funding-SB358	50,457	0	0
Literacy Program	47,810	0	0
Nutrition Grant	196,945	150,000	196,000
Miscellaneous Agencies	11,635	5,000	5,000
Rincon Fire Fees	1,564,296	1,900,000	1,900,000
State Highway Maintenance	10,000	10,000	10,000

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Revenue Schedule (All Funds)**

	2010-11 ACTUAL	2011-12 REVISED	2012-13 BUDGET
Beverage Recycling	0	0	38,050
County Grants	155,683	205,000	205,000
State Grants	15,685	0	0
Federal Grants	128,553	46,500	46,450
SB90 Claims	90,353	150,000	150,000
OASIS Reimbursements	53,210	0	0
Total, Intergovernmental	2,820,884	2,950,500	2,577,500

CHARGES FOR SERVICES

Zoning Fees	74,635	65,000	67,000
Subdivision Fees	8,785	3,000	3,000
Sale of Plans/Specs	6,682	21,000	22,000
Annexation Fees	2,250	5,000	5,000
Maps & Publications	253	1,000	1,000
Building Plan Check Fees	155,774	168,000	173,000
Conservation Credit	8,810	0	0
EIR	4,595	5,000	5,000
Engineering Fees	77,199	49,000	50,000
Engineering Misc. Projects	138,283	165,000	170,000
Engineering Subdivision Fees	108,322	82,000	84,000
Planning Fees	159,593	130,000	134,000
Shopping Cart Cont Plan Fee	45	0	0
Police Services	252,352	349,000	245,000
Abandoned Vehicles	111,199	50,000	110,000
False Alarms	43,030	52,000	53,000
DUI Cost Recovery	56,533	50,000	60,000
Fingerprinting Revenue	30,086	28,000	35,000
Restitution	58,027	65,000	75,000
Alarm Registration Fee	21,120	33,000	21,000
Commercial Alarm Registration	18,300	31,000	18,000
Police Reserve Services	1,566	3,000	2,000
Special Fire	53,725	21,000	54,000
Failed Reinspection	17,898	25,000	18,000
Fire Plan Check	28,645	34,000	29,000
Fire Mutual Aid Reimbursement	75,133	172,000	47,000
Fire Protection System Fees	37,060	37,000	37,000
Fire Comm Care Licensing Fee	7,550	5,000	8,000
Processing Fee-Quit Claim	850	4,000	4,000
Processing Fees	3,600	2,000	4,000
Fire R-2 Inspection Fees	69,000	50,000	70,000
City Clerk Fees	1,588	7,000	2,000
Copying Fee	2,507	7,000	3,000
Street Light Power Charge	950	3,000	1,000
AB939 Fees	0	0	86,000
Household Hazardous Waste	0	0	215,000
OASIS Grants	10,000	0	0
OASIS Class Fees	92,275	0	0
Senior Meal Payments	10,755	14,000	10,000
Library Audiovisual	62,364	45,000	60,000
Senior Van Fee	2,561	3,000	2,000

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Revenue Schedule (All Funds)**

	2010-11 ACTUAL	2011-12 REVISED	2012-13 BUDGET
Facility Use-Senior Center	23,961	22,000	22,000
Joslyn Library Sales	695	1,000	1,000
Sale of Recyclables	0	0	475,000
Microfilm Fees	17,079	22,000	17,000
Passport Photos	7,980	15,000	8,000
Passport Processing Fees	35,990	67,000	36,000
Paramedic Services	3,587,744	3,692,430	3,700,000
Total, Charges for Services	5,487,349	5,603,430	6,242,000
 INTEREST			
Interest Earnings	560,458	532,000	560,000
Redevelopment Interest	15,088,154	0	0
Total, Interest	15,648,612	532,000	560,000
 OTHER REVENUE			
Harding Street Maintenance	8,130	8,000	8,000
Special Event Cost Reimbursement	88,260	64,000	88,000
OASIS Instructor Payments	40,634	0	0
Contributions	2,433	49,230	31,000
Developer Contributions	75,000	0	0
OASIS Contributions	28,631	0	0
Rent	1,799,201	1,808,000	1,500,000
Leases	1,553,067	1,642,000	1,550,000
Damages-City Property	51,941	9,000	9,000
Mobile Home Fees	40,724	55,000	41,000
Misc. Over/Short	619	3,000	3,000
NSF Check Charges	8,354	9,000	9,000
Admin Fee-Collections	18,852	20,000	20,000
Other Revenue	102,991	199,000	100,000
Total, Other Revenue	3,818,837	3,866,230	3,359,000
 Total, General Fund	 \$84,605,539	 \$73,012,160	 \$75,861,500

SPECIAL REVENUE FUNDS

VEHICLE PARKING DISTRICT

Parking Permits	\$37,110	\$0	\$0
Interest	579	280	280
Total, Vehicle Parking District	37,689	280	280

GAS TAX

Gas Tax 2105	756,806	777,000	713,000
Gas Tax 2106	505,358	523,000	482,000
Gas Tax 2107	1,010,761	1,037,000	1,024,000
Gas Tax 2107.5	10,000	10,000	10,000
R & T Code 7360 - Prop 42	1,396,641	1,633,000	1,601,000
Interest	36,248	13,100	25,000
Total, Gas Tax	3,715,814	3,993,100	3,855,000

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Revenue Schedule (All Funds)**

	2010-11 ACTUAL	2011-12 REVISED	2012-13 BUDGET
PARK DEVELOPMENT			
Park Development Fees	106,644	134,900	272,500
Interest	13,451	4,750	5,500
Total, Park Development	120,095	139,650	278,000
RECREATION			
Cable Franchise Fee	897,072	0	0
State Grants	857,805	0	0
On Track-State Grant	0	904,490	900,855
Fees for Services	1,568,791	2,163,125	2,063,930
Golf Course Rent & Add't Compensation	202,871	150,000	180,000
Interest	291,561	169,050	126,000
Cellular Site/EVCC Rent	361,530	345,605	515,245
Other Revenue	51	0	0
Sponsorships	0	60,000	60,000
Contributions	0	0	23,995
CDBG Support	0	44,480	0
Daley Ranch	0	0	44,740
Total, Recreation	4,179,681	3,836,750	3,914,765
REIDY CREEK GOLF COURSE			
Green Fees	379,841	435,315	405,075
Cart Rental	172,049	176,205	195,915
Golf Merchandise Sales	39,751	41,720	45,330
Other Revenue	10,672	2,115	2,175
Food and Beverage Rent	7,937	9,665	9,730
Interest	627	0	0
Total, Reidy Creek Golf Course	610,877	665,020	658,225
POLICE ASSET FORFEITURE			
Federal Asset Forfeiture	140,353	120,000	120,000
Interest	11,813	10,000	10,000
Total, Police Asset Forfeiture	152,166	130,000	130,000
COMMUNITY DEVELOPMENT BLOCK GRANT			
Grant	2,109,434	1,567,895	1,380,515
Amer Rec & Reinv Act Grants	310,609	0	0
Other Revenue	12,436	0	5,120
Total, Community Dev't Block Grant	2,432,479	1,567,895	1,385,635
RECYCLING & WASTE REDUCTION			
Beverage Container Recycling Funds	0	37,520	0
AB939 Fees	86,255	88,945	0
Household Hazardous Waste Fees	213,575	220,245	0

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Revenue Schedule (All Funds)**

	2010-11 ACTUAL	2011-12 REVISED	2012-13 BUDGET
Interest	30,357	30,000	0
Proceeds from Sale of Recyclables	476,725	400,000	0
Other Revenue	419	0	0
Total, Recycling & Waste Reduction	807,331	776,710	0
TRAFFIC IMPACT			
Traffic Impact Fees-Regional	24,767	28,050	63,700
Traffic Impact Fees-Local	88,740	111,340	387,100
Interest	19,753	3,000	11,700
Total, Traffic Impact	133,260	142,390	462,500
CABLE TECHNOLOGY			
Interest	1,071	1,000	300
DALEY RANCH RESTORATION			
Conservation Credit	8,810	10,000	0
Interest	28,921	8,000	5,000
Total, Daley Ranch Restoration	37,731	18,000	5,000
LANDSCAPE MAINTENANCE DISTRICTS			
Assessments	653,048	725,095	727,450
Interest	12,296	0	0
Other Revenue	5,505	5,760	5,760
Total, Landscape Maintenance Districts	670,849	730,855	733,210
PUBLIC ART			
Public Art Fees	39,645	16,600	81,300
Interest	18,292	9,750	9,500
Recoveries	19,906	0	0
Total, Public Art	77,843	26,350	90,800
PROP 42 TRAFFIC-CONGESTION RELIEF			
Interest	4,550	9,650	0
PROP 1B-HIGHWAY SAFETY & TRAFFIC REDUCTION			
Interest	58,565	23,850	19,500
SUCCESSOR AGENCY- HOUSING			
Tax Increment Funds	4,773,102	4,750,000	0
Sale of City Property	0	0	350,000
HELP Fees	6,860	0	0
Other Revenue	2,261	0	0
Interest	273,445	75,000	0
Total, Successor Agency-Housing	5,055,668	4,825,000	350,000

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Revenue Schedule (All Funds)**

	2010-11 ACTUAL	2011-12 REVISED	2012-13 BUDGET
MOBILEHOME PARK MANAGEMENT			
Rent	75,321	33,000	139,140
Interest	488	0	0
Total, Mobilehome Park Management	75,809	33,000	139,140
HOME			
Grants	489,219	798,000	406,865
Interest	27,352	5,000	5,000
Total, HOME	516,571	803,000	411,865
REDEVELOPMENT OBLIGATION RETIREMENT FUND			
County of San Diego Trust Fund-ROPS	0	0	11,261,820
RYAN TRUST			
Interest	4,090	3,400	2,000
Contributions	10	0	0
Total, Ryan Trust	4,100	3,400	2,000
HEGYI TRUST			
Interest	262	240	200
Total, Special Revenue Funds	\$18,692,411	\$17,726,140	\$23,698,240
CAPITAL PROJECT FUNDS			
STREETS PROJECTS			
Reimbursement from Outside Agencies	\$648,411	\$0	\$0
Interest	41,610	22,250	26,500
Federal Grant	19,529	0	0
Total, Streets Projects	709,550	22,250	26,500
PUBLIC SAFETY FACILITY			
Interest	4,705	2,070	270
STORM DRAIN			
Storm Drain Basin Fees	57,602	45,000	146,100
Interest	7,199	4,200	4,500
Total, Storm Drain	64,801	49,200	150,600
GENERAL CAPITAL			
PEG Fees	0	37,000	75,000
Interest	88,451	43,660	60,700
Total, General Capital	88,451	80,660	135,700

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Revenue Schedule (All Funds)**

	2010-11 ACTUAL	2011-12 REVISED	2012-13 BUDGET
COUNTY TRANSPORTATION STREET PROJECT FUND			
Federal Grants	1,075,764	0	0
State Grants	954,706	0	0
SANDAG	1,676,700	2,764,000	2,987,000
Interest	7,628	39,775	2,600
Total, Cty Transportation Street Project	3,714,798	2,803,775	2,989,600
PUBLIC FACILITIES			
Fire Fees	54,821	38,200	141,700
Police Fees	87,715	61,000	226,700
Administration Fees	49,339	34,300	127,500
Library Fees	32,893	22,900	85,000
Senior Center Fees	10,964	7,600	28,300
Maintenance Services Fees	38,376	26,700	99,200
Interest	126,517	76,000	54,800
Total, Public Facilities	400,625	266,700	763,200
Total, Capital Project Funds	\$4,982,930	\$3,224,655	\$4,065,870

DEBT SERVICE FUNDS

GENERAL OBLIGATION BOND DEBT SERVICE

Secured Property Tax	\$5,068,811	\$5,106,295	\$5,137,845
Penalties	38,029	41,535	38,950
Interest	52,422	45,865	18,000
Total, General Obligation Bond Debt Svc	5,159,262	5,193,695	5,194,795

VINEYARD GOLF COURSE DEBT SERVICE

Interest	1,980	1,000	900
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REIDY CREEK GOLF COURSE DEBT SERVICE

Interest	1,735	2,000	1,700
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SUCCESSOR AGENCY-HOUSING DEBT SERVICE

Interest	81,018	0	0
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SUCCESSOR AGENCY-DEBT SERVICE

Tax Increment Funds	19,092,408	19,515,000	0
Reimbursement from Outside Agencies	0	638,770	0
Interest	15,143	8,000	0
Total, Successor Agency-Debt Service	19,107,551	20,161,770	0

CDC DEBT SERVICE

Interest	169,537	0	0
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Total, Debt Service Funds	\$24,521,083	\$25,358,465	\$5,197,395
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**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Revenue Schedule (All Funds)**

	2010-11 ACTUAL	2011-12 REVISED	2012-13 BUDGET
ENTERPRISE FUNDS			
WATER			
State Grants	\$0	\$0	\$2,000,000
Amer Rec & Reinv Act Grants	1,330,714	0	0
Lake Income	827,029	800,000	800,000
Water Sales	24,274,178	35,468,420	35,468,420
Water Service Charges	9,749,242	9,549,975	10,710,000
Penalties	1,100,163	0	0
Connection Charges	117,490	375,000	375,000
VID Filtration Charge	1,870,961	1,500,000	1,500,000
VID CIP Reimbursement	311,278	150,000	1,150,000
Sale of Electric Power	0	150,000	150,000
Interest	242,880	200,000	250,000
Contributions	386,007	0	0
Developer Contributions	2,582,628	0	0
Bond Proceeds	0	7,200,000	0
Other Revenue	177,613	434,000	30,000
Total, Water	42,970,183	55,827,395	52,433,420
WASTEWATER			
Stormwater Management Charge	1,604,753	0	0
Recycled Water Usage	445,817	0	0
Service Charges	21,436,948	23,830,700	23,830,700
Connection Charges	303,458	375,000	350,000
San Diego Treatment Charge	2,216,682	1,850,000	1,850,000
SRF Loans & City of S. D. Reimbursements	0	150,000	150,000
Sale of Recycled Water	2,310,899	3,150,000	2,425,500
Agency Incentive Payments	181,631	85,000	85,000
Interest	761,095	500,000	800,000
Contributions	2,171,848	0	0
Developer Contributions	2,113,807	0	0
Interest - Loans/Advances	0	0	88,000
Bond Proceeds	0	10,605,000	0
SDG&E Raw Water Line	0	0	82,500
Other Revenue	265,321	292,500	150,000
Total, Wastewater	33,812,259	40,838,200	29,811,700
Total, Enterprise Funds	\$76,782,442	\$96,665,595	\$82,245,120
Less: One-time Bond Proceeds	0	(17,805,000)	0
Adjusted Total, Enterprise Funds	\$76,782,442	\$78,860,595	\$82,245,120
Total, All Funds	\$209,584,405	\$198,182,015	\$191,068,125

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Revenue Schedule (All Funds)**

	2010-11 ACTUAL	2011-12 REVISED	2012-13 BUDGET
INTERNAL SERVICE FUNDS			
BUILDING MAINTENANCE			
Charges to Departments	\$2,886,276	\$2,870,960	\$3,169,085
Reimbursement from Outside Agencies	969	0	0
Interest	57,074	80,000	32,000
Total, Building Maintenance	2,944,319	2,950,960	3,201,085
WAREHOUSE FUND			
Charges to Departments	209,539	88,500	156,805
Interest	9,638	0	0
Total, Warehouse	219,177	88,500	156,805
FLEET SERVICES			
Charges to Departments	4,900,932	4,907,745	5,465,315
Interest	131,610	125,000	65,000
Contributions	271,901	0	0
Accident Recoveries	68,488	15,000	17,000
Other Revenue	4,954	0	0
Total, Fleet Services	5,377,885	5,047,745	5,547,315
CENTRAL SERVICES			
Duplicating-Charges to Departments	364,272	360,575	355,515
Telecommunications-Charges to Depts	548,208	533,990	534,560
Mail Services-Charges to Departments	177,912	173,040	170,305
Interest	11,704	0	0
Total, Central Services	1,102,096	1,067,605	1,060,380
OFFICE AUTOMATION			
Charges to Departments	0	1,359,855	1,366,050
WORKERS' COMPENSATION			
Charges to Departments	1,542,132	2,379,660	2,612,365
Interest	200,253	400,000	300,000
Recoveries	97,089	0	0
Total, Workers' Compensation	1,839,474	2,779,660	2,912,365
LIABILITY INSURANCE FUND			
Charges to Departments	2,455,044	2,197,515	2,094,020
Interest	88,845	75,000	75,000
Recoveries	1,000	0	0
Total, Liability Insurance	2,544,889	2,272,515	2,169,020
BENEFITS ADMINISTRATION			
Amer Rec & Reinv Act Grants	13,507	0	0
Insurance Fees	8,053,670	9,131,745	9,509,800

**CITY OF ESCONDIDO
 FY 2012-13 Operating Budget
 Revenue Schedule (All Funds)**

	2010-11 ACTUAL	2011-12 REVISED	2012-13 BUDGET
Interest	2,000	6,000	3,000
Rebates	43,031	0	80,000
Total, Benefits Administration	8,112,208	9,137,745	9,592,800
 PROPERTY INSURANCE			
Charges to Departments	489,624	461,065	461,065
Interest	6,542	2,960	2,960
Total, Property Insurance	496,166	464,025	464,025
 DENTAL INSURANCE			
Insurance Fees	770,352	700,865	700,865
Interest	7,146	0	0
Total, Dental Insurance	777,498	700,865	700,865
 UNEMPLOYMENT INSURANCE			
Insurance Fees	576,706	150,000	180,000
Interest	978	0	0
Total, Unemployment Insurance	577,684	150,000	180,000
 Total, Internal Service Funds	 <u><u>\$23,991,396</u></u>	 <u><u>\$26,019,475</u></u>	 <u><u>\$27,350,710</u></u>

**CITY OF ESCONDIDO
FY 2012-13 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 \$5000 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.

(continued on next page)

**CITY OF ESCONDIDO
FY 2012-13 Operating Budget
Budget Glossary**

(continued)

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.

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 2012-13 Budget
Statistical Profile**

Year of Incorporation.....	1888
Form of Government	Council/Manager
Population (January 2012)	146,064
Area in Square Miles (2011-12)	37.3
Miles of Streets (2011-12).....	304.9
Number of Developed Parks (includes 2 lakes) (as of August 2011) ...	14
Fire Protection (2011):	
Average Responses/Day	32.8
Total Fire Responses	249
Total Emergency Medical Service Responses	9,633
Total All Other Calls.....	2,096
Police Protection (2011-12):	
Total Number of Arrests	7,032
Total Number of Traffic Citations.....	13,054
Total Accidents Recorded	1,152
Utilities (2011-12):	
Daily Average Sewage Treatment in Gallons	12,730,000
Number of Water Service Connections	26,502
Miles of Water Mains.....	430.6
Number of Fire Hydrants	4,218
Daily Average Water Consumption in Gallons.....	20,220,000
Education (as of July, 2012):	
Total Number of Elementary Schools	18
Total Number of Middle Schools.....	6
Total Number of High Schools.....	5
Library (2011-12):	
Library Materials Circulation	683,009
Library Visitors.....	518,966
Total Library Collection.....	252,894
Residential Building Permits Issued (2011-12):	
Single Family Dwellings.....	18
Multiple Family Dwellings (Permits)	19
Business Licenses (active) - Escondido Only (2011-12):	7,037



RESOLUTION NO. 2012-80

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ESCONDIDO, CALIFORNIA, ADOPTING OPERATING BUDGETS FOR CERTAIN CITY DEPARTMENTS FOR FISCAL YEARS 2012-13 AND 2013-14 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, 2012, through June 30, 2013, inclusive, contained in the FY 2012-13 and FY 2013-14 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 2012-13 fiscal year, subject to any further amendments pursuant to approval of Compensation Plans for employees of the City of Escondido.

SECTION 2. That the budgets for all City Departments for the period July 1, 2013, through June 30, 2014, inclusive, contained in the FY 2012-13 and FY 2013-14 Operating Budget Document (a copy of which is on file in the Office of the City Clerk) as amended by Council, are adopted for the 2013-14 fiscal year with the understanding that the budget document will be brought back to the Council on an ongoing basis for further discussion and that adjustments may be made, and are subject to any further

amendments pursuant to approval of Compensation Plans for employees of the City of Escondido.

SECTION 3. That the amount designated as Department Total for each department and each fund in the budgets on file with the City Clerk, is hereby appropriated to the department or fund for which it is designated subject to adjustments for Compensation Plan approvals. Such appropriations as adjusted shall be neither increased nor decreased 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 be neither increased nor decreased without approval of the City Manager.

PASSED, ADOPTED AND APPROVED by the City Council of the City of Escondido at a regular meeting thereof this 13th day of June, 2012 by the following vote to wit:

AYES : Councilmembers: GALLO, MORASCO, WALDRON, ABED

NOES : Councilmembers: DIAZ

ABSENT : Councilmembers: NONE

APPROVED: 4/1/0



SAM ABED, Mayor of the
City of Escondido, California

ATTEST:



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

RESOLUTION NO. 2012-80



RESOLUTION NO. 2012-79

A RESOLUTION OF THE CITY COUNCIL OF
THE CITY OF ESCONDIDO, CALIFORNIA,
ADOPTING AN ANNUAL APPROPRIATIONS
LIMIT FOR THE 2012-13 FISCAL YEAR AS
REQUIRED BY LAW

WHEREAS, Article XIII-B of the California State Constitution requires that the City calculate an appropriations limit for each fiscal year, commonly known as the "Gann Limit;" and

WHEREAS, the Gann Limit is based on a combination of a population factor and an inflation factor as outlined on Exhibit "B," attached to this resolution and incorporated by this reference; and

WHEREAS, the City Council desires at this time and deems it to be in the best public interest to adopt an annual Gann Limit for Fiscal Year 2012-13 as listed on Exhibit "A," attached to this resolution and incorporated by this reference;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Escondido, California, as follows:

1. That the above recitations are true.
2. That the City Council adopts the calculation of the annual Gann Limit for the Fiscal Year 2012-13. The Gann Limit is adopted on a provisional basis as the limit may need to be adjusted when current assessment data are available. The 2011-12 Gann Limit is finalized as shown on Exhibit "B."

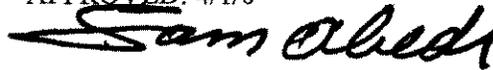
PASSED, ADOPTED AND APPROVED by the City Council of the City of Escondido at a regular meeting thereof this 13th day of June, 2012 by the following vote to wit:

AYES : Councilmembers: , GALLO, MORASCO, WALDRON, ABED

NOES : Councilmembers: DIAZ

ABSENT : Councilmembers: NONE

APPROVED: 4/1/0



SAM ABED, Mayor of the
City of Escondido, California

ATTEST:



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

RESOLUTION NO. 2012-79



CITY OF ESCONDIDO

CALIFORNIA



FISCAL YEARS 2012/13 & 2013/14