



Council Meeting Agenda

AUGUST 20, 2014
CITY COUNCIL CHAMBERS
3:30 P.M. Closed Session; 4:30 P.M. Regular Session
201 N. Broadway, Escondido, CA 92025

MAYOR	Sam Abed
DEPUTY MAYOR	Olga Diaz
COUNCIL MEMBERS	Ed Gallo John Masson Michael Morasco
CITY MANAGER	Clay Phillips
CITY CLERK	Diane Halverson
CITY ATTORNEY	Jeffrey Epp
DIRECTOR OF COMMUNITY DEVELOPMENT	Barbara Redlitz
DIRECTOR OF PUBLIC WORKS	Ed Domingue

ELECTRONIC MEDIA:

Electronic media which members of the public wish to be used during any public comment period should be submitted to the City Clerk's Office at least 24 hours prior to the Council meeting at which it is to be shown.

The electronic media will be subject to a virus scan and must be compatible with the City's existing system. The media must be labeled with the name of the speaker, the comment period during which the media is to be played and contact information for the person presenting the media.

The time necessary to present any electronic media is considered part of the maximum time limit provided to speakers. City staff will queue the electronic information when the public member is called upon to speak. Materials shown to the Council during the meeting are part of the public record and may be retained by the Clerk.

The City of Escondido is not responsible for the content of any material presented, and the presentation and content of electronic media shall be subject to the same responsibilities regarding decorum and presentation as are applicable to live presentations.



Council Meeting Agenda

August 20, 2014
3:30 P.M. Meeting

Escondido City Council

CALL TO ORDER

ROLL CALL: Diaz, Gallo, Masson, Morasco, Abed

ORAL COMMUNICATIONS

In addition to speaking during particular agenda items, the public may address the Council on any item which is not on the agenda provided the item is within the subject matter jurisdiction of the City Council. State law prohibits the Council from discussing or taking action on such items, but the matter may be referred to the City Manager/staff or scheduled on a subsequent agenda. (Please refer to the back page of the agenda for instructions.) Speakers are limited to only one opportunity to address the Council under Oral Communications.

CLOSED SESSION: (COUNCIL/SUCCESSOR AGENCY/RRB)

- I. **CONFERENCE WITH LABOR NEGOTIATOR (Government Code §54957.6)**
 - a. **Agency Negotiator:** Sheryl Bennett, Clay Phillips
Employee Organization: Escondido City Employee Association:
Administrative/Clerical/Engineering Bargaining Unit

- II. **CONFERENCE WITH REAL PROPERTY NEGOTIATOR (Government Code §54956.8)**
 - a. **Property:** Hubbard Hill
City Negotiator: Debra Lundy, Real Property Manager
Negotiating Parties: T-Mobile
Under Negotiation: Price and Terms of Agreement

ADJOURNMENT



Council Meeting Agenda

**August 20, 2014
4:30 P.M. Meeting**

**Escondido City Council
Mobile Home Rent Review Board**

CALL TO ORDER

MOMENT OF REFLECTION:

City Council agendas allow an opportunity for a moment of silence and reflection at the beginning of the evening meeting. The City does not participate in the selection of speakers for this portion of the agenda, and does not endorse or sanction any remarks made by individuals during this time. If you wish to be recognized during this portion of the agenda, please notify the City Clerk in advance.

FLAG SALUTE

ROLL CALL: Diaz, Gallo, Masson, Morasco, Abed

ORAL COMMUNICATIONS

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CONSENT CALENDAR

Items on the Consent Calendar are not discussed individually and are approved in a single motion. However, Council members always have the option to have an item considered separately, either on their own request or at the request of staff or a member of the public.

- 1. AFFIDAVITS OF PUBLICATION, MAILING AND POSTING (COUNCIL/SUCCESSOR AGENCY/RRB)**
- 2. APPROVAL OF WARRANT REGISTER (Council/Successor Agency)**
- 3. APPROVAL OF MINUTES: None Scheduled**

- 4. DESIGN REIMBURSEMENT AGREEMENT WITH RINCON DEL DIABLO MUNICIPAL WATER DISTRICT FOR THE CITRACADO PARKWAY EXTENSION PROJECT -**
Request Council approve authorizing the Mayor and City Clerk to execute a reimbursement agreement with Rincon del Diablo Municipal Water District (RINCON) for their share of pipeline design costs for the Citracado Parkway Extension Project.

Staff Recommendation: **Approval (Public Works Department/Engineering: Ed Domingue)**
RESOLUTION NO. 2014-131
- 5. SAN DIEGO COUNTY NEIGHBORHOOD REINVESTMENT PROGRAM GRANT BUDGET ADJUSTMENT -**
Request Council approve accepting a grant in the amount of \$5,000 from the County of San Diego to fund the design and printing of a new Escondido tourism map and approve a budget adjustment in the amount of \$5,000 from Account 4126-001-000 to Account 5167-001-002.

Staff Recommendation: **Approval (City Manager's Office: Joyce Masterson)**
RESOLUTION NO. 2014-138
- 6. TARGET CORPORATION GRANT FOR 2014 NATIONAL NIGHT OUT AGAINST CRIME AND BUDGET ADJUSTMENT -**
Request Council approve authorizing the Chief of Police to receive a \$500 grant award from Target Corporation and approve budget adjustments to spend grant funds for the 2014 National Night Out event.

Staff Recommendation: **Approval (Police Department: Craig Carter)**
- 7. FISCAL YEAR 2014 U.S. DEPARTMENT OF JUSTICE EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT AND BUDGET ADJUSTMENT -**
Request Council approve authorizing the Escondido Police Department to accept a \$46,995 FY 2014 Edward Byrne Memorial Justice Assistance Grant (JAG) and allow Police Department staff to execute grant and budget documents.

Staff Recommendation: **Approval (Police Department: Craig Carter)**
- 8. GRANT OF EASEMENT DEED TO SAN DIEGO GAS & ELECTRIC COMPANY FOR INSTALLATION AND MAINTENANCE OF OVERHEAD ELECTRIC FACILITIES AND APPURTENANCES ADJACENT TO LAKE WOHLFORD ROAD -**
Request Council approve authorizing the Real Property Manager to execute an Easement Deed for the benefit of San Diego Gas & Electric Company (SDG&E) for installation and maintenance of overhead electric facilities and appurtenances.

Staff Recommendation: **Approval (City Manager's Office: Charles Grimm)**
RESOLUTION NO. 2014-133
- 9. YEAR 2015 HOLIDAYS -**
Request Council approve designating the days that City offices will be closed in the year 2015 for holiday observances.

Staff Recommendation: **Approval (Human Resources Department: Sheryl Bennett)**
RESOLUTION NO. 2014-127
- 10. UNCLASSIFIED SERVICE SCHEDULE AND SALARY PLANS -**

Request Council approve amending the Unclassified Clerical/Technical Salary Plans, the Unclassified Service Schedule List, the Unclassified Management Salary Bands and the Part-Time Hourly Compensation Plan.

Staff Recommendation: **Approval (Human Resources Department: Sheryl Bennett)**

A) RESOLUTION NO. 2014-98 B) RESOLUTION NO. 2014-99 C) RESOLUTION NO. 2014-100
D) RESOLUTION NO. 2014-101

11. ESTABLISHING THE PROPERTY TAX RATE AND FIXED CHARGE ASSESSMENTS FOR GENERAL OBLIGATION BONDED INDEBTEDNESS -

Request Council approve establishing the property tax rate and fixed charge assessments for bonded indebtedness for Fiscal Year 2014/2015.

Staff Recommendation: **Approval (Finance Department: Sheryl Bennett)**

RESOLUTION NO. 2014-132

12. WRITE-OFF OF CITY RECEIVABLES - FISCAL YEAR 2013/2014 -

Request Council approve the write-off of proposed receivable balances deemed uncollectible by staff.

Staff Recommendation: **Approval (Finance Department: Sheryl Bennett)**

13. ADOPTION OF AMENDED POLICY REGARDING UNCOLLECTIBLE RECEIVABLES -

Request Council approve amending the proposed policy regarding uncollectible receivables.

Staff Recommendation: **Approval (Finance Department: Sheryl Bennett)**

RESOLUTION NO. 2014-130

CONSENT – RESOLUTIONS AND ORDINANCES (COUNCIL/SUCCESSOR AGENCY/RRB)

The following Resolutions and Ordinances were heard and acted upon by the City Council/Successor Agency/RRB at a previous City Council/Successor Agency/Mobilehome Rent Review meeting. (The title of Ordinances listed on the Consent Calendar are deemed to have been read and further reading waived.)

PUBLIC HEARINGS

14. SHORT-FORM RENT INCREASE APPLICATION FOR VALLEY PARKWAY MOBILE HOME PARK -

Request Council approve the short-form rent increase application submitted by Valley Parkway Mobile Home Park granting an increase of seventy-five percent (75%) of the change in the Consumer Price Index, or 2.460% (an average of \$6.16) for the period of December 31, 2011 to December 31, 2013.

Staff Recommendation: **Approval (Community Development Department: Barbara Redlitz)**

RRB RESOLUTION NO. 2014-07

15. SHORT-FORM RENT INCREASE APPLICATION FOR MOBILE PARK WEST -

Request Council approve the short-form rent increase application submitted by Mobile Park West Mobile Home Park granting an increase of seventy-five percent (75%) of the change in the Consumer Price Index, or 2.460% (an average of \$11.01) for the period December 31, 2011 through December 31, 2013.

Staff Recommendation: **Approval (Community Development Department: Barbara Redlitz)**

RRB RESOLUTION NO. 2014-08

FUTURE AGENDA

16. FUTURE AGENDA -

The purpose of this item is to identify issues presently known to staff or which members of the Council wish to place on an upcoming City Council agenda. Council comment on these future agenda items is limited by California Government Code Section 54954.2 to clarifying questions, brief announcements, or requests for factual information in connection with an item when it is discussed.

Staff Recommendation: **None (City Clerk's Office: Diane Halverson)**

COUNCIL MEMBERS SUBCOMMITTEE REPORTS

CITY MANAGER'S UPDATE/BRIEFING

The most current information from the City Manager regarding Economic Development, Capital Improvement Projects, Public Safety and Community Development.

- **CITY MANAGER'S UPDATE -**

ORAL COMMUNICATIONS

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ADJOURNMENT

UPCOMING MEETING SCHEDULE

Date	Day	Time	Meeting Type	Location
August 27	Wednesday	4:30 p.m.	Town Hall Meeting	Council Chambers
September 3	-	-	No Meeting	-
September 10	Wednesday	3:30 & 4:30 p.m.	Regular Meeting	Council Chambers
September 17	-	-	No Meeting	-

TO ADDRESS THE COUNCIL

The public may address the City Council on any agenda item. Please complete a Speaker's form and give it to the City Clerk. Submission of Speaker forms prior to the discussion of an item is highly encouraged. Comments are generally limited to 3 minutes.

If you wish to speak concerning an item not on the agenda, you may do so under "Oral Communications." Please complete a Speaker's form as noted above.

Nomination forms for Community Awards are available at the Escondido City Clerk's Office or at <http://www.escondido.org/city-clerks-office.aspx>

Handouts for the City Council should be given to the City Clerk. To address the Council, use the podium in the center of the Chambers, STATE YOUR NAME FOR THE RECORD and speak directly into the microphone.

AGENDA, STAFF REPORTS AND BACK-UP MATERIALS ARE AVAILABLE:

- Online at <http://www.escondido.org/meeting-agendas.aspx>
- In the City Clerk's Office at City Hall
- In the Library (239 S. Kalmia) during regular business hours and
- Placed in the Council Chambers (See: City Clerk/Minutes Clerk) immediately before and during the Council meeting.

AVAILABILITY OF SUPPLEMENTAL MATERIALS AFTER AGENDA POSTING: Any supplemental writings or documents provided to the City Council regarding any item on this agenda will be made available for public inspection in the City Clerk's Office located at 201 N. Broadway during normal business hours, or in the Council Chambers while the meeting is in session.

LIVE BROADCAST

Council meetings are broadcast live on Cox Cable Channel 19 and U-verse Channel 99 – Escondido Gov TV. They can also be viewed the following Sunday and Monday evenings at 6:00 p.m. on those same channels. The Council meetings are also available live via the Internet by accessing the City's website at www.escondido.org, and clicking the "Live Streaming –City Council Meeting now in progress" button on the home page.

Please turn off all cellular phones and pagers while the meeting is in session.

**The City Council is scheduled to meet the first four Wednesdays
of the month at 3:30 in Closed Session and 4:30 in Open Session.
(Verify schedule with City Clerk's Office)**

**Members of the Council also sit as the Successor Agency to the CDC, Escondido Joint Powers
Financing Authority and the Mobilehome Rent Review Board.**

**CITY HALL HOURS OF OPERATION
Monday-Friday 8:00 a.m. to 5:00 p.m.**



If you need special assistance to participate in this meeting, please contact our ADA Coordinator at 839-4643. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility.

Listening devices are available for the hearing impaired – please see the City Clerk.

CITY COUNCIL

For City Clerk's Use:

APPROVED **DENIED**

Reso No. _____ File No. _____

Ord No. _____

Agenda Item No.: 4
Date: August 20, 2014

TO: Honorable Mayor and Members of the City Council

FROM: Edward N. Domingue, Public Works Director/City Engineer
Julie Procopio, Assistant Public Works Director

SUBJECT: Design Reimbursement Agreement with Rincon Del Diablo Municipal Water District for the Citracado Parkway Extension Project

RECOMMENDATION:

It is requested that Council adopt Resolution No. 2014-131, authorizing the Mayor and City Clerk to execute a reimbursement agreement with Rincon Del Diablo Municipal Water District (RINCON) for their share of pipeline design costs for the Citracado Parkway Extension project.

FISCAL ANALYSIS:

Funding for the City of Escondido's share of design costs is available in the Project Budget.

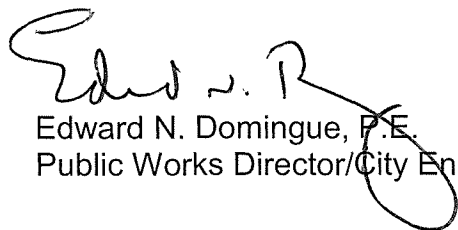
PREVIOUS ACTION:

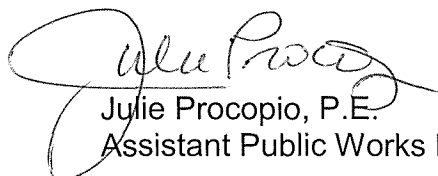
The Design Reimbursement Agreement was approved by the RINCON Board on August 11, 2014.

BACKGROUND:

As a part of the Citracado Parkway Extension Project certain potable and recycled water systems are proposed to be installed, relocated, replaced and/or upsized. A portion of the design costs are the responsibility of RINCON and are addressed in this agreement. The Agreement provides that RINCON will be responsible for 70% of the potable water pipeline design costs as determined by the locations where RINCON lacks prior easement rights. RINCON will be responsible for 100% of the recycled water pipeline design as this is a new pipeline. The Construction costs that are RINCON's responsibility will be addressed in a subsequent agreement.

Respectfully submitted,


Edward N. Domingue, P.E.
Public Works Director/City Engineer


Julie Procopio, P.E.
Assistant Public Works Director

RESOLUTION NO. 2014-131

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ESCONDIDO, CALIFORNIA, AUTHORIZING THE MAYOR AND CITY CLERK, TO EXECUTE, ON BEHALF OF THE CITY, A REIMBURSEMENT AGREEMENT WITH RINCON DEL DIABLO MUNICIPAL WATER DISTRICT FOR DESIGN OF CITRACADO PARKWAY EXTENSION POTABLE AND RECYCLED WATER PIPELINES

WHEREAS, on August 1, 2012, City Council approved a Consulting Agreement for the final design of Citracado Parkway, Andreasen Drive to West Valley Parkway Project ("Project"); and

WHEREAS, included in said agreement are costs associated with the design of potable and recycled water pipelines, some of which are the responsibility of Rincon Del Diablo Municipal Water District ("RINCON"); and

WHEREAS, the Director of Public Works/City Engineer recommends the City of Escondido enter into a Reimbursement Agreement with RINCON to establish the share of costs for the design; and

WHEREAS, this City Council desires at this time and deems it to be in the best public interest to approve the Reimbursement Agreement with RINCON.

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 accepts the recommendation of the Director of

Public Works/City Engineer.

3. That the Mayor and City Clerk are authorized to execute, on behalf of the City, a Reimbursement Agreement with RINCON to establish each parties share of cost for the design of aforementioned pipelines. A copy of the Reimbursement Agreement is attached as Exhibit "1" and is incorporated by this reference.

AGREEMENT FOR REIMBURSEMENT FOR THE DESIGN OF RECYCLED WATER AND POTABLE WATER LINE RELOCATION WITHIN CITRACADO PARKWAY EXTENSION

THIS AGREEMENT is made and entered into as of this _____ day of _____ 2014, by and between The City of Escondido ("ESCONDIDO"), and Rincon del Diablo Municipal Water District ("RINCON").

RECITALS

ESCONDIDO is currently in the design process for road improvements (road extension and bridge) for Citracado Parkway, between West Valley Parkway and Andreasen Drive ("PROJECT"). This agreement will address the reimbursement of design costs only and the reimbursement for construction costs will be the subject of a subsequent agreement.

RINCON has existing potable and recycled water systems, which serves properties within the PROJECT area.

As part of the PROJECT, certain RINCON facilities will be relocated and replaced and/or upsized ("RINCON FACILITIES"), including but not limited to transmission mains, combination air and vacuum valve assemblies, blow off assemblies, fire hydrant assemblies, and water services.

Portions of RINCON FACILITIES are located within easements where RINCON has prior rights; other portions are located within right-of-way where ESCONDIDO has prior rights.

Portions of the RINCON FACILITIES currently located within easements will be effected by the PROJECT and will be relocated to within the new proposed right of way for Citracado Parkway. The PROJECT requires the relocation of approximately 1,065-feet of 14-inch potable water main. The locations of PROJECT effected main are approximately between station 40+85 and station 46+00 and also between station 51+50 and station 57+00 as shown on "Attachment A", which is attached and incorporated by this reference.

RINCON desires to relocate the entire 14-inch potable water main between Harmony Grove Village Drive and Andreasen and agrees to pay for the cost of said relocation that is not effected by the PROJECT, as defined herein.

In addition, RINCON desires additional improvements be included in the PROJECT at their own sole cost including upsizing the potable water pipeline to 24 inches and also installation of a new 12-inch recycled water pipeline.

Also included in RINCON FACILITIES is an existing 16-inch potable water main located within Harmony Grove Road and where ESCONDIDO has prior rights. RINCON desires that relocation of the 16-inch potable water main in order to match the grade of the new roadway be included as a part of the PROJECT at their sole cost.

Design costs contracted to date by the City of Escondido are \$147,452. Of that total cost \$57,580 is attributable to design of the recycled waterline and the remaining \$89,872 is attributable to design of the potable waterline.

NOW, THEREFORE, pursuant to the foregoing recitals, ESCONDIDO and RINCON hereby agree as follows:

1. ESCONDIDO will administer design of the project and produce plans and specifications, ESCONDIDO will advertise for bids for the PROJECT and on the date set by ESCONDIDO, will conduct a formal bid opening for the purpose of selecting a General Contractor to construct the PROJECT.
2. ESCONDIDO certifies that all applicable requirements of the Public Contract Code and insurance requirements will be met in the design, bid and construction of this project. ESCONDIDO shall retain records relating to direct expenses reimbursed by RINCON and furnish copies upon request.
3. RINCON agrees that the General Contractor selected by ESCONDIDO for the PROJECT will also install RINCON FACILITIES as part of the PROJECT, and the selected General Contractor shall meet RINCON's insurance and bonding requirements.
4. RINCON agrees to reimburse ESCONDIDO for 100% of the design cost of the recycled waterline which is currently estimated at \$57,580. RINCON also agrees to reimburse ESCONDIDO for 70% of the design cost of the potable waterline for which the total cost is currently estimated at \$89,872. Basis for these costs are shown in design agreement between ESCONDIDO and AECOM, "Attachment B", which is attached and incorporated by this reference.
5. In the event design changes become necessary, responsibility for those costs will be assigned based on the party causing or requesting change and consistent with recitals in this agreement shown above. Responsibility for costs will also be subject to agreement between ESCONDIDO and RINCON.
6. ESCONDIDO shall be responsible for the design and management of the PROJECT, in accordance with the terms, covenants and provisions of this agreement. All design and sequence of work related to RINCON'S FACILITIES shall comply with RINCON standards and approval.

7. RINCON agrees to enter into a subsequent reimbursement agreement prior to the commencement of construction that will address construction and reasonable construction administration costs.
8. ESCONDIDO will invoice RINCON for reimbursement of design costs within 30 days after approval of this Agreement and no more than monthly thereafter. RINCON agrees to reimburse the City within 30-days of receipt of each invoice.

All notices, demands, requests, or approvals from ESCONDIDO to RINCON shall be addressed to RINCON at:

Rincon del Diablo Municipal Water District
1920 North Iris Lane
Escondido, CA 92026
Attention: Randy Whitmann, Senior Engineer

All notices, demands, requests, or approvals from RINCON to ESCONDIDO shall be addressed to ESCONDIDO at:

City of Escondido
Public Works Department
201 N. Broadway
Escondido, CA 92025
Attention: Julie Procopio, Assistant Director of Public Works

IN WITNESS WHEREOF, the parties below are authorized to act on behalf of their organizations, and have executed this Agreement as of the date set forth below.

RINCON DEL DIABLO MUNICIPAL
WATER DISTRICT

Date: _____

Greg Thomas
General Manager

CITY OF ESCONDIDO

Date: _____

Sam Abed
Mayor

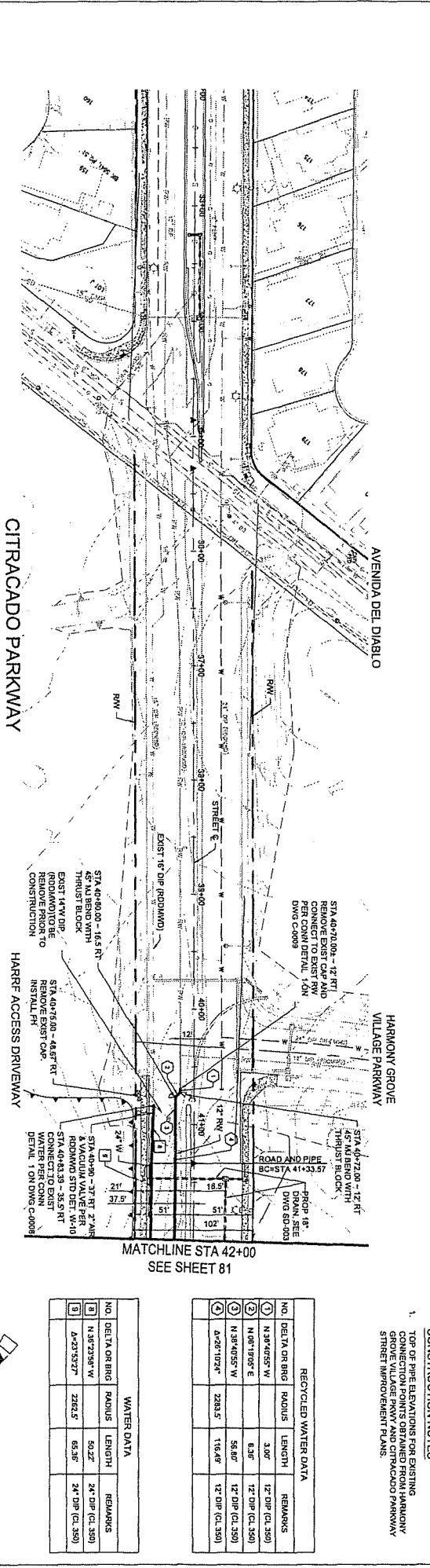
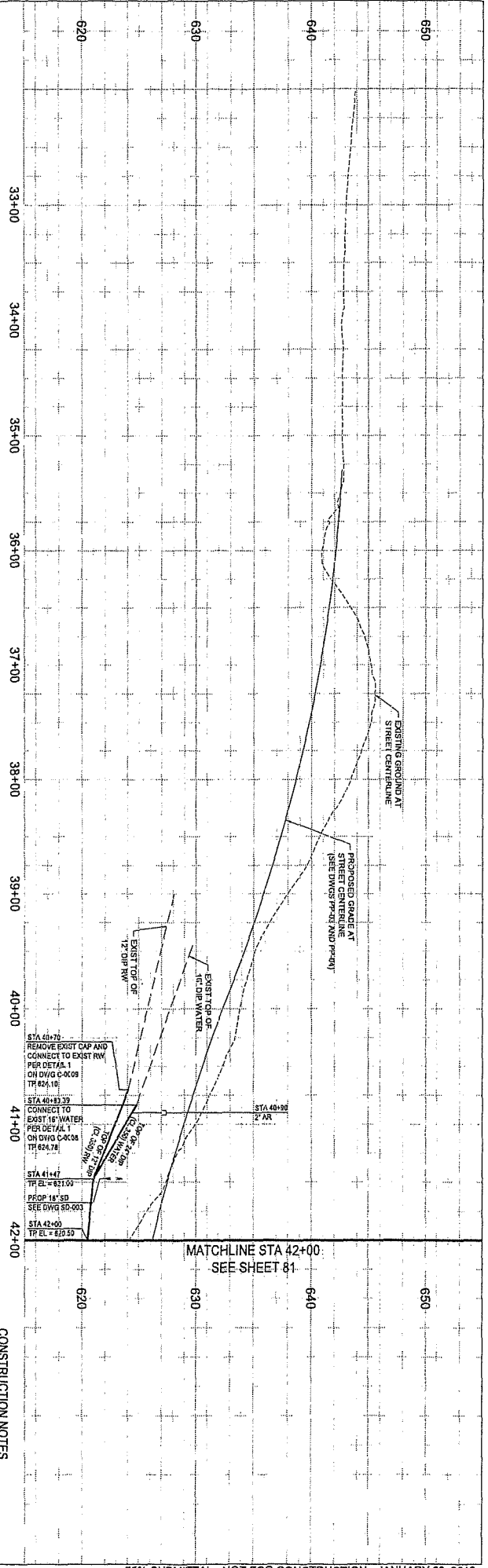
Date: _____

Diane Halverson
City Clerk

APPROVED AS TO FORM:

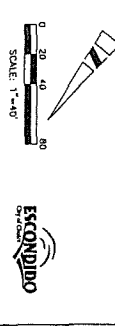
OFFICE OF THE CITY ATTORNEY
JEFFREY R. EPP, City Attorney

By: _____



RECYCLED WATER DATA			
NO.	DELT (OR BING)	RADIUS	REMARKS
1	N 38° 47' 55" W	3.00'	12" DIP (CL 350)
2	N 05° 19' 05" E	6.30'	12" DIP (CL 350)
3	N 38° 47' 55" W	58.80'	12" DIP (CL 350)
4	A-28° 10' 24"	2283.5'	12" DIP (CL 350)

WATER DATA			
NO.	DELT (OR BING)	RADIUS	REMARKS
5	N 38° 47' 55" W	50.22'	24" DIP (CL 350)
6	A-25° 53' 27"	2260.5'	24" DIP (CL 350)



APPROVED BY: RINCON DEL DIABLO MUNICIPAL WATER DISTRICT

APPROVED BY: R.C.E. DATE: _____

CONSTRUCTION RECORD

NO.	DATE	BY	REVISIONS

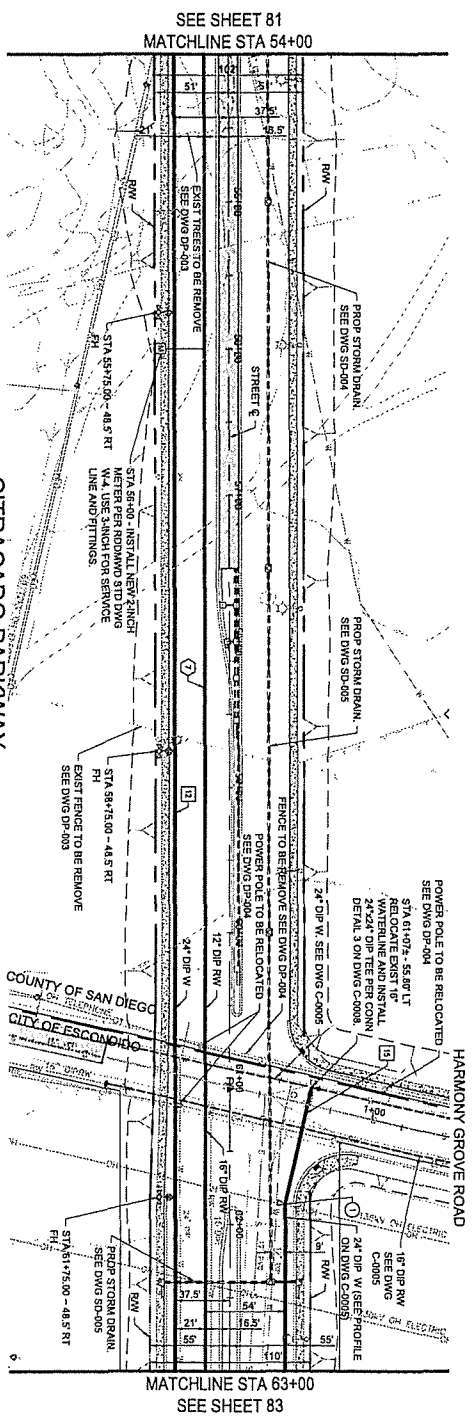
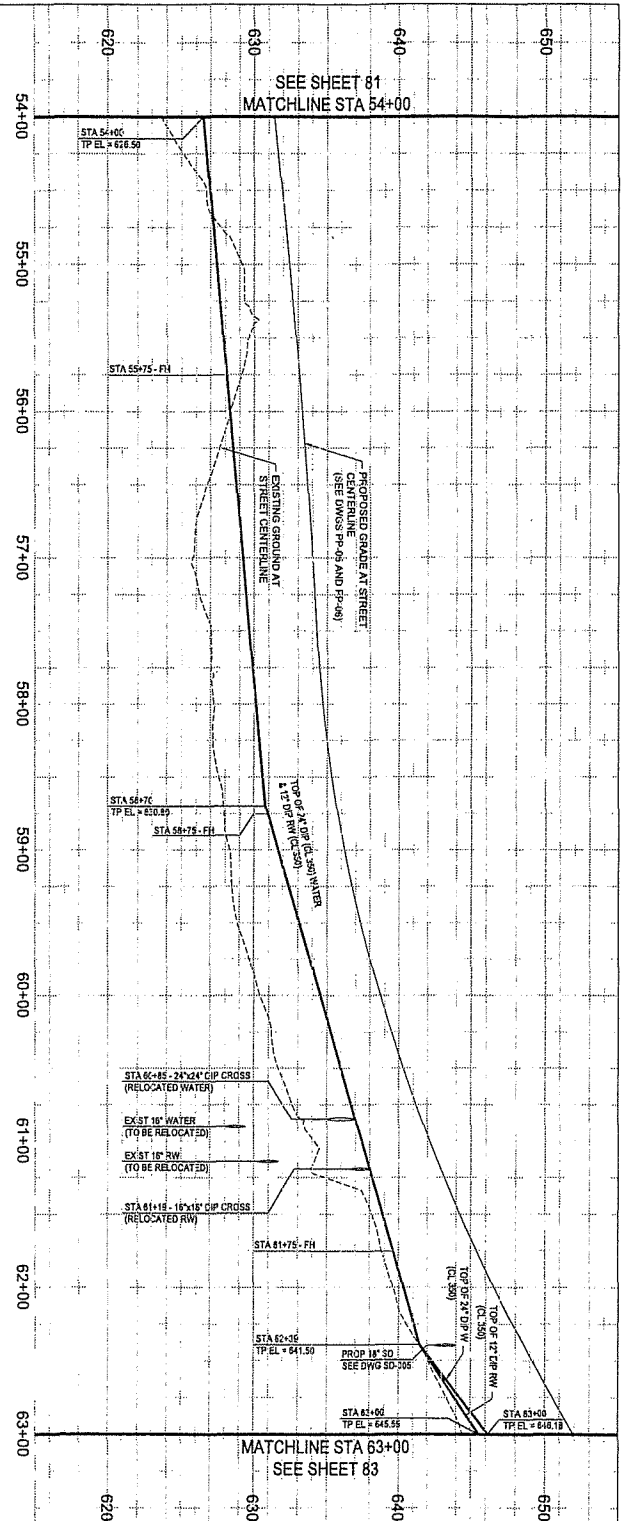
SCALE: 1" = 40'

CITY OF ESCONDIDO
 WATER DEPARTMENT
 PLAIN & PROHIE
 BEG. OF PROJECT TO STA 42+00

DATE: JAN 28, 2013

SCALE: 1" = 40'

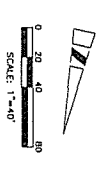
DATE: _____



- CONSTRUCTION NOTES**
- ① INSTALL THURST BLOCK PER REBARWD STD DETAIL W-18.

RECYCLED WATER DATA			
NO.	DELTA OR BRG	RADIUS	REMARKS
7	N 12°30'31" W	900.00'	12" DIP (CL 350)

WATER DATA			
NO.	DELTA OR BRG	LENGTH	REMARKS
18	N 12°30'31" W	900.00'	24" DIP (CL 350)
19	N 12°30'31" W	193.00'	24" DIP (CL 350)



APPROVED BY: **R. C. E.** DATE: _____

CONSTRUCTION RECORD

CONTRACT NO.	DATE	REVISIONS	BY	DATE

311 CALL 311 FOR ASSISTANCE

APPROVED: **RINCON DEL DIABLO MUNICIPAL WATER DISTRICT**

CITY OF ESCONDIDO
 DEPARTMENT OF PUBLIC WORKS
 PLAIN & PROFILE
 CITRACADO PARKWAY STA 54+00.00 TO STA 63+00.00
 SHEET 82 OF 114

AECOM
7807 Convoy Court, Suite 200, San Diego, CA 92111
T 858.268.8080 www.aecom.com

July 29, 2014

Julie Procopio, P.E.
City of Escondido
Public Works Department, Engineering Division
201 North Broadway
Escondido, CA 92025

Proposal for Final Design Services – Citracado Parkway, Andreasen Drive to West Valley Parkway- Amendment #4


Dear Mrs. Procopio:

As requested, please find attached our proposed scope and budget to provide additional design services for the final design for the planned improvements to Citracado Parkway between Andreasen Drive and West Valley Parkway (project).

The additional design services are for the relocation of the proposed Rincon del Diablo MWD water main and the design for temporary water main highline. Please let us know if additional clarifications are needed. If you are in agreement with this proposal, please issue an Amendment #4 to the contract for an amount of **\$27,350**.

Please contact me regarding any project questions that you have, or if additional information would be helpful. Thank you.

Sincerely,



Richard Leja, PE

AECOM Technical Services

Attachments:

Scope of Work Proposal, 07/23/14

Proposed Final Design Phase Budget-Amendment 4, 07/23/2014

Scope of Work Citracado Parkway – Andreasen Drive to West Valley Parkway Amendment #4

Introduction

Escondido (City) staff has requested a proposal from AECOM Technical Services, Inc. (AECOM) to add additional services to the Final Design Services contract. The additional services include the design for the revised alignment of the 24” water line to the west side of Citracado Parkway by the request of Rincon del Diablo MWD, the relocating of existing meters to west side of Citracado Parkway, water main highlining design around the rock slope protection areas with details for tapping sleeve connection to SCCP, and offsite detail for intertie of existing 18-inch and existing 16-inch water lines at Harmony Grove Rd, east of Pacific Oaks.

Presented below is the Scope of Work for AECOM.

Our estimated fee to perform this work can be found in subsequent sections of this Scope of Work.

Scope of Work

The Scope of Work is generally limited to the preparation of plans right of way support for the final design of Citracado Parkway from Andresen Drive to West Valley Parkway.

Scope of Work tasks are organized into the following category:

- Task 800 – Utility Design and Co-ordination

Scope of Work:

Task 800 – Utility Design and Coordination

808 – Redesign Rincon del Diablo MWD Water Main Relocation Plans

AECOM will redesign the Water Improvement Plans to relocate the proposed 24” water main to the west side of Citracado Parkway. This task will also include identifying north and south points of connection, determining the alignment at the north and south approaches of the bridge, realignment of the pipeline within the appropriate bridge cell, connection details changes throughout the new alignment, and identifying conflicts with adjacent proposed and existing utilities. AECOM will provide coordination between AECOM, the City, and Rincon del Diablo MWD.

Deliverable: Redesigned Water Improvement Plans.

Assumptions Used to Develop Task 808 Scope and Budget are:

- Potholes of utility crossings of the relocated pipeline are not included in this scope.

Scope of Work

Citracado Parkway – Andreasen Drive to West Valley Parkway Amendment #4

Resolution No. 2014-131
EXHIBIT "1"
Page 12 of 13

- As-built information of the connection points at the south and north ends of the water pipeline are sufficient for design and the depths of the existing water connection points can be field verified by the contractor.
- The connection point at Harmony Grove Village Parkway is the 24" blind flange.
- The northern connection point near Andreasen Drive will be the existing 12" water line.
- The 24" water line between Andreasen Drive and Harmony Grove Road, on the east side of the centerline of Citracado Parkway, will still be raised to grade per our original design.

810 – Water Main Highline and Intertie Design Plans and Estimate

AECOM will provide the design of the water main highline around the rock slope protection areas and reconnecting to the existing water main system under the creek. The design will include details for adding a tapping sleeve connection to existing steel cylinder concrete pipe for the highline. Included in the highline design is the relocation of existing meters to the west side of the proposed road.

AECOM will include the design of the offsite detail for the intertie of the existing 18-inch and existing 16-inch waterlines at Harmony Grove Road, east of Pacific Oaks Place.

This task will include the additional effort to include these additional sheets to the current design package.

Deliverable: Highline Plan and Highline Details.

Assumptions Used to Develop Task 810 Scope and Budget are:

- The Contractor is responsible for tying the relocated meters to the services to the west, locating the private services, and providing highline to the services during construction.
- The offsite connection plan will use the as-built information as a base and no potholing is included in our scope.
- As-built information for the offsite connection detail of the 18-inch and 16-inch water pipelines are sufficient for design and the depths of the existing water connection points can be field verified by the contractor.

Proposed Amendment #4 Budget

City of Escondido

Resolution No. 2014-131
 EXHIBIT 4
 Page 13 of 13

Task Description	Budget										
	Technical Group Leader (Specialty)	Project Engineer	Engineer III+	Designer	Project Specialist	Total Hours	Labor	Other Direct Costs (Mileage and Reproduction)	AECOM D&P	Total Subconsultant	Total
Task 800 - Utility Design and Coordination											
808 - Revise Rincon del Diablo MWD Waterline Relocation Plans	4	16	32	64	8	124	\$ 16,816	\$ 184		\$ -	\$ 17,000
810 - Water Main Highline and Invert Design Plans and Estimate	4	8	14	50	8	76	\$ 10,308	\$ 42		\$ -	\$ 10,350
Subtotal	8	24	46	114	8	200	\$ 27,124	\$ 226		\$ -	\$ 27,350
Total	8	24	46	114	8	200	\$ 27,124	\$ 226		\$ -	\$ 27,350

Personnel Category \$/HR
 Vice President/PIC \$230.00
 Project Manager \$223.00
 Technical Group Leader \$212.00
 Project Engineer \$168.00
 Technical Leader \$173.00
 Planner \$131.00
 Engineer III+ \$144.00
 Engineer \$116.00
 Designer \$122.00
 Project Specialist \$108.00
 Project Admin \$85.00

CITY COUNCIL

For City Clerk's Use:

APPROVED **DENIED**

Reso No. _____ File No. _____

Ord No. _____

Agenda Item No.: 5
Date: August 20, 2014

TO: Honorable Mayor and Members of the City Council
FROM: Joyce Masterson, Director of Economic Development and Community Relations
SUBJECT: San Diego County Neighborhood Reinvestment Program Grant Budget Adjustment

RECOMMENDATION:

It is requested that the City Council adopt Resolution No. 2014-138 accepting a grant in the amount of \$5,000 from the County of San Diego to fund the design and printing of a new Escondido tourism map and approving a budget adjustment in the amount of \$5,000 from Account 4126-001-000 to account 5167-001-002.

FISCAL ANALYSIS:

No matching fund requirement.

PREVIOUS ACTION:

None

BACKGROUND:

In March 2014, City staff submitted an application for grant funding through the San Diego County Neighborhood Reinvestment program. Based upon the recommendation of County Supervisor Dave Roberts, the Board of Supervisors approved the City's application (See Attachment 1).

The acceptance of this grant will enable City staff to update the printed Visit Escondido Tourism Map and will include a new aspect – the much-needed research and organization of information to provide comprehensive biking route trails from leisure riding to higher difficulty levels.

City policy requires Council approval before grant funds may be accepted.

Respectfully submitted,



Joyce Masterson
Director of Economic Development and Community Relations



County of San Diego

TRACY M. SANDOVAL
DEPUTY CHIEF ADMINISTRATIVE OFFICER/
AUDITOR AND CONTROLLER
(619) 531-5413
FAX: (619) 531-5219

FINANCE & GENERAL GOVERNMENT GROUP
1600 PACIFIC HIGHWAY, SUITE 166, SAN DIEGO, CA 92101-2422

April 28, 2014

Katherine Zimmer
City of Escondido
Visit Escondido Tourism Center
201 N Broadway
Escondido, CA 92025

Dear Katherine Zimmer:

Congratulations! Based on a recommendation from Supervisor Dave Roberts, the Board of Supervisors approved a Neighborhood Reinvestment Program award of \$5,000.00 to your organization to fund design and printing of a new Escondido tourism map.

In order to receive these funds, you must enter into an agreement with the County that specifies the responsibilities you have with respect to the use of these funds and accounting for them. A copy of the Grant Agreement is attached for your review and signature. Please read the Grant Agreement carefully, verify the effective date then print, sign and date the agreement in the Grantee block on page 6, and return it to the Office of Financial Planning at 1600 Pacific Highway, Room 352, San Diego, CA 92101 at your earliest convenience. Upon receipt, I will sign the agreement and fill in the date on page 1 and will return a copy of the agreement to you along with a check for the amount of the grant. Please allow 4 - 6 weeks processing time from when we receive the signed agreement from you to when your check will be ready. If the agreement requires you to raise matching funds, the agreement and check will be sent after you have submitted proof that you have obtained the matching funds. You will have 12 months from the effective date to spend the grant funds.

In addition to the executed Grant Agreement and the check, your packet will include a form titled "Documentation of Grant Expenditures." As the agreement states, you must complete this form and send it together with supporting documentation to my office as soon as the grant funds have been expended, but no later than 13 months after the effective date of the Grant Agreement.

ASSESSOR/RECORDER/COUNTY CLERK
AUDITOR AND CONTROLLER
CHIEF ADMINISTRATIVE OFFICE
CIVIL SERVICE COMMISSION

CLERK OF THE BOARD
COUNTY COMMUNICATIONS OFFICE
COUNTY COUNSEL
COUNTY TECHNOLOGY OFFICE

GRAND JURY
HUMAN RESOURCES
RETIREMENT ASSOCIATION
TREASURER-TAX COLLECTOR

City of Escondido
Page Two
April 28, 2014

Note: If you previously received either Community Enhancement or Neighborhood Reinvestment grant funds for which the "Documentation of Grant Expenditures" report is overdue, your new payment will be held until you submit that documentation.

Should you have any questions regarding this process, please contact Toosdhi M. McGowan at (619) 531-4887.

Sincerely,

A handwritten signature in black ink, appearing to read "Ebony", written in a cursive style.

EBONY N. SHELTON, Director
Office of Financial Planning

OFP:ENS:tmm

RESOLUTION NO. 2014-138

A RESOLUTION OF THE CITY COUNCIL OF
THE CITY OF ESCONDIDO, CALIFORNIA,
AUTHORIZING THE MAYOR AND CITY
CLERK, TO APPROVE, ON BEHALF OF THE
CITY, ACCEPTANCE OF A SAN DIEGO
COUNTY NEIGHBORHOOD REINVESTMENT
GRANT AND A BUDGET ADJUSTMENT

WHEREAS, the San Diego County Board of Supervisors, based on a recommendation by Supervisor Dave Roberts, has awarded Escondido a Neighborhood Reinvestment Program grant of \$5,000 to design and print a new Escondido tourism map; and

WHEREAS, the Director of Economic Development and Community Relations recommends accepting this grant and transferring such funds to General Fund Account 5167-001-002; and

WHEREAS, the City Council desires at this time and deems it to be in the best public interest to approve said transfer of funds.

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 accepts the recommendation of the Director of Economic Development and Community Relations to accept the grant and transfer \$5,000 from the 4126-001-000 to the General Fund Account 5167-001-002.
3. The Mayor and City Clerk are authorized to approve, on behalf of the City, a budget adjustment to the General Fund to pay for a new tourism map.

CITY COUNCIL

For City Clerk's Use:

APPROVED **DENIED**

Reso No. _____ File No. _____

Ord No. _____

Agenda Item No.: 6
Date: August 20, 2014

TO: Honorable Mayor and Members of the City Council
FROM: Craig Carter
SUBJECT: Target Corporation Grant for 2014 National Night Out Against Crime

RECOMMENDATION:

It is requested that Council authorize the Chief of Police to receive a \$500 grant award from Target Corporation and approve budget adjustments to spend grant funds for the 2014 National Night Out event.

FISCAL ANALYSIS:

This action will have no impact on the General Fund Budget.

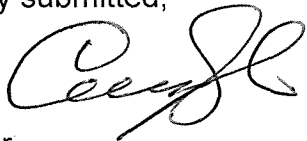
PREVIOUS ACTION:

On August 1, 2012, City Council approved a \$1,000 Target Corporation Grant for 2012 National Night Out Against Crime.

BACKGROUND:

The Escondido Police Department has been allocated a Target Corporation grant in the amount of \$500. The grant will assist the Police Department in funding 2014 National Night Out Against Crime activities on August 5, 2014. Funds will be used to pay for food, supplies and educational materials. National Night Out is a community oriented program that invites the public to take a stand against crime and improve their community.

Respectfully submitted,



Craig Carter
Chief of Police



CITY COUNCIL

For City Clerk's Use:

APPROVED **DENIED**

Reso No. _____ File No. _____

Ord No. _____

Agenda Item No.: 7
Date: August 20, 2014

TO: Honorable Mayor and Members of the City Council
FROM: Craig Carter, Chief of Police
SUBJECT: FY 2014 U.S. Department of Justice Edward Byrne Memorial Justice Assistance Grant

RECOMMENDATION:

It is requested that Council authorize the Escondido Police Department to accept a \$46,995 FY 2014 Edward Byrne Memorial Justice Assistance Grant (JAG) and allow Police Department staff to execute grant and budget documents.

FISCAL ANALYSIS:

This action will have no impact on the General Fund Budget. Grant funds will be used to pay salary expenses for part-time Narcotic Enforcement Officers.

PREVIOUS ACTION:

On July 24, 2013, City Council approved a FY 2013 Edward Byrne Memorial Justice Assistance Grant in the amount of \$43,671.

BACKGROUND:

The Escondido Police Department received a FY 2014 Edward Byrne Memorial Justice Assistance Grant from the U.S. Department of Justice in the amount of \$46,995. JAG funds allow local governments to support a broad range of activities to prevent and control crime based on their own local needs and conditions. Grant funds may not supplant items currently budgeted.

The Escondido Police Department proposes to use FY 2014 JAG funds in the amount of \$46,995 to pay salary and expenses for part-time Narcotic Enforcement Officers.

Respectfully submitted,

Craig Carter
Chief of Police

CITY COUNCIL

For City Clerk's Use:

APPROVED **DENIED**

Reso No. _____ File No. _____

Ord No. _____

Agenda Item No.: 8
Date: August 20, 2014

TO: Honorable Mayor and Members of the City Council

FROM: Debra Lundy, Real Property Manager

SUBJECT: Grant of Easement Deed to San Diego Gas & Electric Company for Installation and Maintenance of Overhead Electric Facilities and Appurtenances Adjacent to Lake Wohlford Road

RECOMMENDATION:

It is requested that Council adopt Resolution No. 2014-133 authorizing the Real Property Manager to execute an Easement Deed for the benefit of San Diego Gas & Electric Company ("SDG&E") for installation and maintenance of overhead electric facilities and appurtenances.

FISCAL ANALYSIS:

N/A

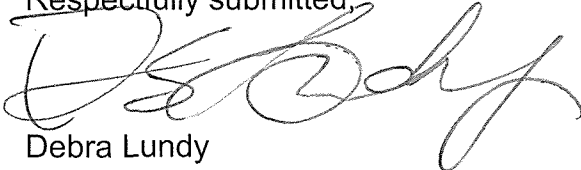
PREVIOUS ACTION:

N/A

BACKGROUND:

SDG&E has an existing overhead electric transmission line across City property with Assessor's Parcel Number 190-080-03 in the Lake Wohlford area. JEB Sand & Gravel has requested that SDG&E relocate its overhead lines. The proposed new alignment falls outside of the existing easement on City property and will therefore require a new easement. The new alignment will make certain easement interests unnecessary therefore; SDG&E will quitclaim those easement interests back to the City. This easement does not impact the City property or its operations and is being requested at no cost, as it serves a City facility.

Respectfully submitted,



Debra Lundy
Real Property Manager

RESOLUTION NO. 2014-133

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ESCONDIDO, CALIFORNIA, AUTHORIZING THE REAL PROPERTY MANAGER AND CITY CLERK, TO EXECUTE, ON BEHALF OF THE CITY, A GRANT OF EASEMENT TO SAN DIEGO GAS & ELECTRIC COMPANY FOR INSTALLATION OF OVERHEAD ELECTRIC FACILITIES AND APPURTENANCES

WHEREAS, real property identified as Assessor's Parcel Number 190-080-03 is owned by the City of Escondido; and

WHEREAS, San Diego Gas & Electric Company ("SDG&E") has an existing electric transmission line which crosses the subject parcel under an existing easement; and

WHEREAS, said existing transmission line serves a City facility and is to be relocated outside of the existing easement area, necessitating a new easement; and

WHEREAS, SDG&E will quitclaim back to the City portions of the existing easement which will no longer be needed as a result of the relocation project; and

WHEREAS, the new alignment will not impact the City's property or operations; and

WHEREAS, to accomplish the overhead electric line relocation, the City wishes to approve the grant of Easement Deed ("Easement") to SDG&E.

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 Real Property Manager is authorized to execute, on behalf of the City, the attached Easement, which is attached as Exhibit "A" and is incorporated by this reference.

Recording Requested by
San Diego Gas & Electric Company

When recorded, mail to:

San Diego Gas & Electric Company
8335 Century Park Court, Suite 100
San Diego, CA 92123-1569
Attn: Real Estate Records - CP11D

SPACE ABOVE FOR RECORDER'S USE

Project No.: 450425-010
Const. No.: 2359400
A.P.N.: 190-080-03

Transfer Tax None
SAN DIEGO GAS & ELECTRIC COMPANY

RW 204739

EASEMENT

THE CITY OF ESCONDIDO, a municipal corporation, (Grantor), grants to SAN DIEGO GAS & ELECTRIC COMPANY, a corporation (Grantee), an easement and right of way in, upon, over, under and across the lands hereinafter described, to erect, construct, change the size of, improve, reconstruct, relocate, repair, maintain and use facilities consisting of:

Poles, wires, cables and appurtenances for the transmission and distribution of electricity.

The above facilities will be installed at such locations and elevations upon, along, over and under the hereinafter described easement as Grantee may now or hereafter deem convenient or necessary. Grantee also has the right of ingress and egress, to, from and along this easement in, upon, over and across the hereinafter described lands. Grantee further has the right, but not the duty to clear and keep this easement clear from explosives, buildings, structures and materials.

The property in which this easement and right of way is hereby granted is situated in the County of San Diego, State of California, described as follows:

Lot 10 in Section 31, Township 11 South, Range 1 West, San Bernardino Meridian.

The easement in the aforesaid lands shall be 14.00 feet in width, being 7.00 feet on each side of the center line described in the Exhibit "A", attached hereto and made a part hereof.

Grantor grants to Grantee the right to erect and maintain on Grantor's property adjacent to this easement such anchorage as may be necessary for Grantee's purposes.

Grantor shall not erect, place or construct, nor permit to be erected, ~~placed or constructed, any~~ building or other structure, plant any tree, drill or dig any well, within this easement.

Grantor shall not increase or decrease the ground surface elevations within this easement after installation of Grantee's facilities, without prior written consent of Grantee, which consent shall not unreasonably be withheld.

Grantee shall have the right but not the duty, to trim or remove trees and brush along or adjacent to this easement and remove roots from within this easement whenever Grantee deems it necessary. Said right shall not relieve Grantor of the duty as owner to trim or remove trees and brush to prevent danger or hazard to property or persons.

The legal description for this easement was prepared by San Diego Gas & Electric Company pursuant to Section 8730 of the Business and Professions Code, State of California.

This easement shall be binding upon and inure to the benefit of successors, heirs, executors, administrators, permittees, licensees, agents or assigns of Grantor and Grantee.

IN WITNESS WHEREOF, Grantor executed this instrument this _____ day of _____, 20_____.

THE CITY OF ESCONDIDO, a municipal corporation

By: _____

Name: _____
(print name)

Title: _____

By: _____

Name: _____
(print name)

Title: _____

Drawn: GAM
Checked: _____
Date: May 2, 2014(revised7/28/14)

STATE OF CALIFORNIA

COUNTY OF _____

On _____, before me _____,
(name, title of officer)

personally appeared _____,

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

(Signature of Notary Public)

(Notary Seal)

STATE OF CALIFORNIA

COUNTY OF _____

On _____, before me _____,
(name, title of officer)

personally appeared _____,

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

(Signature of Notary Public)

(Notary Seal)

EXHIBIT "A"

The easement in the aforesaid lands shall be 14.00 feet in width, being 7.00 feet measured at right angles, on each side of the following described center line:

Commencing at a found 1 inch iron pipe with G.L.O. Cap stamped "¼; S31/S6; 1933", marking the South Quarter corner of Section 31, Township 11 South, Range 1 West, San Bernardino Meridian, as shown on (Pages 19 and 40 of 50 pages) Records of Survey Map No. 15808, filed May 8, 1998 at File No. 1998-272319 of Official Records of said County of San Diego; said point bears South 89°05'34" East, 2596.25 feet (rec South 89°05'04" East, 2596.58 feet) from a found 1 ½ inch iron pipe with G.L.O. Cap stamped "T11S R2W R1W; S36/S31/S1/S6; T12S; 1933", marking the Southwest corner of said Section 31; thence from said point of commencement South 76°55'38" West, 169.99 feet; thence North 01°34'30" East, 349.90 feet; thence North 39°49'16" East, 280.43 feet North 39°15'16" East, 258.72 feet; thence North 38°58'14" East, 147.81 feet; thence South 67°04'23" East, 524.05 feet; thence South 84°21'45" East, 266.05 feet; thence South 65°08'25" East, 236.73 feet to the TRUE POINT OF BEGINNING of the center line herein described; thence from said TRUE POINT OF BEGINNING, South 31°54'08" East 794.55 feet to a point herein designated "Point G".

ALSO, that certain strip of land 4.00 feet in width, being 2.00 feet measured at right angles, on each side of the following described center line:

1. Beginning at said "Point G"; thence South 31°54'08" East, 45.00 feet.
2. Beginning at said "Point G"; thence North 66°26'45" West, 30.00 feet.

CITY COUNCIL

For City Clerk's Use:

APPROVED **DENIED**

Reso No. _____ File No. _____

Ord No. _____

Agenda Item No.: 9
Date: August 20, 2014

TO: Honorable Mayor and Members of the City Council
FROM: Matilda Hlawek, Assistant Director of Human Resources
SUBJECT: Year 2015 Holidays

RECOMMENDATION:

It is requested that Council adopt Resolution No. 2014-127 to designate the days that City offices will be closed in the year 2015 for holiday observances.

FISCAL ANALYSIS:

None

CORRELATION TO THE CITY COUNCIL ACTION PLAN:

Not applicable.

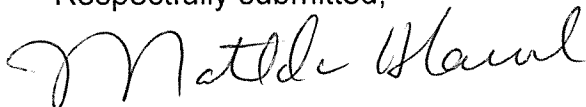
PREVIOUS ACTION:

Each year the City Council adopts a resolution, as required by State law, to designate the days that City offices will be closed for holiday observances.

BACKGROUND:

Holidays are considered to be an employee benefit and are, therefore, a part of the negotiation process with our various bargaining units. There are ten recognized holidays each year.

Respectfully submitted,



Matilda Hlawek
Assistant Director of Human Resources



Clay Phillips
City Manager

RESOLUTION NO. 2014-127

A RESOLUTION OF THE CITY COUNCIL OF
THE CITY OF ESCONDIDO, CALIFORNIA,
DESIGNATING HOLIDAYS ON WHICH CITY
OFFICES SHALL BE CLOSED FOR
CALENDAR YEAR 2015

WHEREAS, Section 6700 of the California Government Code designates days that are holidays in the State; and

WHEREAS, Section 6702 of the California Government Code provides that City offices shall be closed on designated State holidays unless otherwise provided by the City; and

WHEREAS, this City Council desires and deems it to be in the best public interest to designate those holidays on which City offices will be closed;

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 public offices of the City shall be closed on the following dates in observance of indicated holidays except with respect to offices that are required to be left open for reasons of public safety:

January 1, 2015	New Year's Day
January 19, 2015	Martin Luther King, Jr. Day
February 16, 2015	Presidents' Day
May 25, 2015	Memorial Day
July 4, 2015	Independence Day (Observed Friday, July 3, 2015)
September 7, 2015	Labor Day
November 11, 2015	Veterans Day
November 26, 2015	Thanksgiving Day
November 27, 2015	Day after Thanksgiving
December 25, 2015	Christmas Day

CITY COUNCIL

For City Clerk's Use:

APPROVED **DENIED**

Reso No. _____ File No. _____

Ord No. _____

Agenda Item No.: 10
Date: August 20, 2014

TO: Honorable Mayor and Members of the City Council
FROM: Sheryl Bennett, Director of Administrative Services
SUBJECT: Unclassified Service Schedule and Salary Plans

RECOMMENDATION:

It is requested that Council adopt four Resolutions pertaining to Unclassified Employees:

1. 2014-98: Amending the Unclassified Clerical/Technical Salary Plans;
2. 2014-99: Amending the Unclassified Service Schedule List;
3. 2014-100: Amending the Unclassified Management Salary Bands;
4. 2014-101: Amending the Part-Time Hourly Compensation Plan.

FISCAL ANALYSIS:

None

CORRELATION TO THE CITY COUNCIL ACTION PLAN:

None

PREVIOUS ACTION:

Council approved and adopted three Resolutions: Nos. 2011-122, 2011-123, and 2011-124, which amended and re-established the Unclassified Service Schedule List, the Unclassified Clerical/Technical Salary Plans, and the Management Salary Bands. Council also previously adopted Resolution No. 2011-101 amending the Part-Time Hourly Compensation Plan.

BACKGROUND:

The City is required to maintain a list of all unclassified position titles. Periodically, the Unclassified Service Schedule List must be updated by adopting a City Council Resolution. Resolution No. 2014-99 amends the list of all unclassified classifications.

Resolutions Nos. 2014-98 and No. 2014-100 have the Unclassified Clerical/Technical and Management classifications bolded that have changed salary grades, are newly budgeted positions

Staff Report
August 20, 2014
Page 2

or positions with title changes, which have been added or changed in the classification plan since October 2011.

Resolution No. 2014-101 has been updated to reflect any salary plan changes for Part-Time hourly positions.

A red-lined version showing the recommended changes including any salary amendments is attached as Attachments "1," "2," "3," and "4" for your review.

Respectfully submitted,

A handwritten signature in black ink that reads "Sheryl Bennett". The signature is written in a cursive style with a large, looped initial "S".

Sheryl Bennett
Director of Administrative Services

RESOLUTION NO. 20144-12298A RESOLUTION OF THE CITY COUNCIL OF
THE CITY OF ESCONDIDO, CALIFORNIA,
AMENDING AND RE-ESTABLISHING THE
UNCLASSIFIED SALARY PLANS FOR
CERTAIN POSITIONS IN THE CLERICAL/
TECHNICAL GROUP

WHEREAS, the compensation for the unclassified group of City employees is established by the City Council from time to time; and

WHEREAS, this City Council desires at this time and deems it to be in the best public interest to amend and readopt the salary plans established by Resolution No. 200307-238150;

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 salary plans are re-established for the positions listed in Exhibit "A" and corresponding monthly rates set forth in Exhibit "B" which are both attached and incorporated by this reference.
3. That this resolution supersedes Resolution No. 201107-15022.

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UNCLASSIFIED CLERICAL/TECHNICAL SALARY PLANS

Band H: \$4,240,337 - \$6,834,036

Assistant Canal Superintendent

UCT A50: \$6,092,275 - \$7,405,627

Control Systems Analyst
Systems Analyst II

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UCT A46: \$5,519,685 - \$6,708,910

Systems Analyst I

UCT A44: \$5,411 - \$6,577

Senior Environmental Program Specialist

UCT A43: \$5,279 - \$6,416

Senior Legal Assistant

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FPS A45: \$5,229,386 - \$6,356,547

Deputy Fire Marshal

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UCT A42: \$5,000,150 - \$6,077,260

GIS Analyst
Network Systems Engineer
Public Safety Systems Analyst
Senior Safety Analyst

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UCT A40: \$4,759,902 - \$5,785,958

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Environmental Programs Specialist
Safety Compliance Analyst

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UCT A38: \$4,666 - \$5,671

Executive Assistant – City Attorney
Executive Assistant – City Manager

UCT A37: \$4,419,552 - \$5,372,533

Legal Assistant
Programmer Analyst II

UCT A36: \$4,344,441 - \$5,241,398

~~Executive Assistant – City Attorney~~
~~Executive Assistant – City Manager~~
Forensic Technician

UCT A35: \$4,206,332 - \$5,143,266

Human Resources Coordinator

UCT A33: \$4,004,124 - \$4,866,012

Payroll Analyst
Programmer Analyst I
Risk & Safety Coordinator

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UCT A31: \$3,844,925 - \$4,632,771

Community Outreach Liaison
Facilities Associate
~~Police Community Outreach Liaison~~

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UCT A30: \$3,748,829 - \$4,519,654

Administrative Coordinator

UCT A29: \$3,627,736 - \$4,409,541

Human Resources Technician II
Legal Secretary
Telecommunications Specialist

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UCT A28: \$3,645,539 - \$4,304,430

Network Systems Technician II
Web Design Technician II

UCT A27: \$3,452,556 - \$4,196,322

Collections Officer
Maintenance & Operations Coordinator

UCT A26: \$3,368,469 - \$4,094,217

Executive Office Coordinator

UCT A25: \$3,286,384 - \$3,994,114

Human Resources Technician I
Police Services Technician
~~Risk & Safety Technician~~

UCT A24: \$3,206,302 - \$3,897,014

Network Systems Technician I
Payroll Technician
Web Design Technician I

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UCT A23: \$3,128,221 - \$3,802,916

Canal Assistant II
Division Coordinator
~~Payroll Technician~~
Publications Coordinator II
Sr. Accounting Assistant

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UCT A21: \$2,977,066 - \$3,648,727

Police Projects Specialist

UCT A19: \$2,833,918 - \$3,444,547

Canal Assistant I
Executive Office Specialist
Publications Coordinator I

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UCT A17: \$2,697,778 - \$3,278,376

Accounting Assistant II
Department Assistant

UCT A13: \$2,443,517 - \$2,970,059

Accounting Assistant I

UCT A11: \$2,326,395 - \$2,827,912

Department Aide

RESOLUTION NO. 20114-12399

A RESOLUTION OF THE CITY COUNCIL OF
THE CITY OF ESCONDIDO, CALIFORNIA,
AMENDING AND REESTABLISHING THE
UNCLASSIFIED SERVICE SCHEDULE OF
THE CITY

WHEREAS, Section 19-9 of the Escondido Municipal Code provides that positions in the unclassified service shall be established by resolution of the City Council; and

WHEREAS, this City Council desires at this time and deems it to be in the best public interest to amend said Unclassified Service Schedule;

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 Unclassified Service Schedule on file in the Office of the City Clerk is hereby amended and re-established as set forth on Exhibit "A."
3. That this resolution supercedes Resolution No. 200711-1523.

UNCLASSIFIED POSITIONS – ~~OCTOBER-AUGUST~~ 20114

1. Accountant I/II
2. Accounting Assistant I/II
3. Administrative Coordinator
4. Applications Development Manager
- 4.5. **Asset Program Manager**
- ~~5-6.~~ Assistant Canal Superintendent
- ~~6.~~ **Assistant Chief of Police**
7. Assistant City Attorney
8. Assistant City Attorney/Litigation
9. Assistant City Clerk
10. Assistant City Engineer
11. Assistant City Manager
12. Assistant Director of Community Services
13. **Assistant Director of Finance**
- ~~12-14.~~ Assistant Director of Human Resources
- ~~13.~~ ~~Assistant Planning Director~~ Assistant Director of Planning
- ~~14.~~ ~~Assistant to the City Manager~~
15. **Assistant Director of Public Works/Engineering**
- ~~15.~~ ~~Benefits Analyst I/II~~
- ~~16.~~ ~~Benefits & Workers' Comp Manager~~
- ~~17-16.~~ Building Maintenance Superintendent
17. Building Official
18. **Budget Manager**
19. Canal Assistant I/II

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- 20. Canal Superintendent
- 21. Chief of Police
- 22. City Clerk
- ~~23. City Librarian~~
- ~~24-23. Code Enforcement Manager~~
- 24. Collections Officer
- 25. Community Outreach Liaison
- 26. Control Systems Analyst
- 27. Crime Analyst
- 28. Department Aide
- 29. Department Assistant
- 30. Deputy Building Official
- 31. Deputy City Attorney
- 32. Deputy City Librarian
- 33. Deputy Director of Planning
- 34. Deputy Director of Public Works/Maintenance
- ~~32-35. Deputy Director of Public Works/Operations~~
- ~~33. Deputy City Manager~~
- ~~34. Deputy Director of Engineering Services~~
- ~~35. Deputy Director of Maintenance & Operations~~
- 36. Deputy Director of Utilities/Construction & Maintenance Engineering
- 37. Deputy Director of Utilities/Wastewater
- 38. Deputy Director of Utilities/Water
- 39. Deputy Fire Chief
- 40. Deputy Fire Marshal
- 41. Design & Construction Project Manager

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~~41.42.~~ **Director of Administrative Services**

~~42.43.~~ Director of Community Development

~~43.~~ **Director of Community Services**

~~44.~~ **Director of Engineering Services**

~~45.~~ **Director of Finance**

~~46.~~ **Director of Human Resources**

44. Director of Economic Development & Community Relations

45. Director of Information Systems

46. Director of Library & Community Services

47. Director of Public Works

48. Director of Utilities

49. Division Coordinator

~~50.~~ **Economic Development Analyst**

~~51.~~ **Economic Development Manager**

~~52-50.~~ Emergency Medical Services Coordinator

~~53-51.~~ Environmental Programs Manager

~~54-52.~~ Environmental Programs Manager/Utilities

~~55-53.~~ Environmental Programs Specialist

~~56-54.~~ Executive Assistant to the City Attorney

~~57-55.~~ Executive Assistant to the City Manager

~~58-56.~~ Executive Office Coordinator

~~59-57.~~ Executive Office Specialist

~~60-58.~~ Facilities Associate

~~61-59.~~ Finance Manager

~~62-60.~~ Fire Administrative Services Manager

~~63-61.~~ Fire Battalion Chief

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~~64-62.~~ Fire Chief

~~65-63.~~ Fire Division Chief

~~66.~~ **Fire Marshal**

~~67-64.~~ Fleet Maintenance Superintendent

~~68-65.~~ Forensic Technician

~~69-66.~~ Geographic Information Systems Analyst

~~70-67.~~ Geographic Information Systems Manager

~~71-68.~~ Housing Manager

~~72-69.~~ Human Resources Analyst I/II

~~73-70.~~ Human Resources Coordinator

~~74.~~ **Human Resources Manager**

~~75-71.~~ Human Resources Technician I/II

~~76-72.~~ Investment Officer I/II

~~77-73.~~ Laboratory Superintendent

~~78-74.~~ Lakes & Open Space Superintendent

~~79-75.~~ Legal Assistant

~~80-76.~~ Legal Secretary

~~81-77.~~ Maintenance & Operations Coordinator

~~82-78.~~ Management Analyst I/II

~~83-79.~~ Neighborhood Services Manager

~~84-80.~~ Network Manager

~~85-81.~~ Network Systems Engineer

~~86-82.~~ Network Systems Technician I/II

~~87-83.~~ Older Adult Services Manager

~~84.~~ **Parks & Open Space Administrator**

~~88-85.~~ **Parks & Open Space Superintendent**

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~~89-86.~~ Payroll Analyst

~~90-87.~~ Payroll Technician

~~91-88.~~ Police Captain

~~92. Police Community Outreach Liaison~~

~~93-89.~~ Police Lieutenant

~~94-90.~~ Police Projects Specialist

~~95-91.~~ Police Records Manager

~~96-92.~~ Police Services Analyst

~~97-93.~~ Police Services Bureau Manager

~~98-94.~~ Police Services Technician

~~95.~~ Principal Engineer

~~99-96.~~ **Principal Librarian**

~~100-97.~~ Principal Planner

~~101-98.~~ Program Administrator

~~102-99.~~ Programmer Analyst I/II

~~103-100.~~ Public Safety Communications Manager

~~104-101.~~ Public Safety Systems Analyst

~~102.~~ Public Safety Systems Manager

~~105-103.~~ **Publications Coordinator I/II**

~~106-104.~~ Real Property Manager

~~107. Recreation Superintendent~~

~~105.~~ Revenue Manager

~~106. Risk & Safety Coordinator~~

~~108-~~

~~109-107.~~ Risk & Safety Manager

~~110. Risk & Safety Technician~~

~~111. Safety Administrator~~

~~112. Safety Compliance Analyst~~

~~443-108. Senior Accounting Assistant~~

~~444-109. Senior Crime Analyst~~

~~110. Senior Deputy City Attorney~~

111. Senior Engineer

~~445-112. Senior Environmental Program Specialist~~

~~113. Senior Human Resources Analyst~~

~~446-114. Senior Legal Assistant~~

~~447-115. Senior Management Analyst~~

~~448-116. Senior Network Systems Engineer~~

~~117. Senior Planner~~

118. Senior Safety Analyst

119. Special Events/Economic Development Coordinator

~~449-120. Special Projects Associate~~

~~120. Special Projects Associate~~

~~121. Streets & Parks Maintenance Superintendent~~

~~121. Systems Analyst I/II~~

122. Telecommunications Specialist

123. Tourism & Marketing Administrator

~~422-124. Treasury Manager~~

~~423-125. Utilities Analyst~~

~~126. Utilities Construction Project Manager~~

~~424-127. Utilities Maintenance Superintendent~~

~~425-128. Utilities Manager~~

~~126. Utilities Maintenance Superintendent~~

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~~127-129.~~ Wastewater Treatment Plant Superintendent

~~128-130.~~ Water Distribution Superintendent

~~129-131.~~ Water Treatment Plant Superintendent

~~130-132.~~ Web Design Technician I/II

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10-12-11

SRVCSCH

RESOLUTION NO. 20114-12400

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ESCONDIDO, CALIFORNIA, AMENDING AND RE-ESTABLISHING THE UNCLASSIFIED SALARY BANDS FOR CERTAIN POSITIONS IN THE MANAGEMENT GROUP

WHEREAS, the compensation for the unclassified group of City employees is established by the City Council from time to time; and

WHEREAS, this City Council desires at this time and deems it to be in the best public interest to amend and readopt the salary bands established by Resolution No. 20037-239151;

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 salary bands set forth in Exhibit "A" for the positions listed are established.
3. That this resolution supersedes Resolution No. 200711-15124.

MANAGEMENT UNCLASSIFIED SALARY BANDS

Band 31 \$12,664 - \$17,097

Assistant City Manager

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Band 30 \$12,061 - \$16,283

Assistant City Manager

Band 29 \$11,487 - \$15,507

Assistant City Attorney
Assistant City Attorney/Litigation

Chief of Police
Fire Chief

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Band 28 \$10,940 - \$14,769

Deputy City Manager

Band 27 \$10,419 - \$14,066

Chief of Police
Fire Chief
Deputy Fire Chief
Director of Administrative Services

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Band 26 \$9,923 - \$13,396

Assistant Chief of Police
Director of Community Development
Director of Community Services
Director of Economic Development & Comm Relations
Director of Information Systems
Director of Public Works
Director of Utilities

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Band 25 \$9,451 - \$12,759

Director of Engineering Services
Director of Finance
Director of Human Resources
Director of Information Systems
Police Captain

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Band 24 \$9,000 - \$12,151

Director of Library & Community Services
Fire Division Chief

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Band 23 \$8,572 - \$11,572

Assistant Director of Finance
Assistant Director of Planning
Assistant Director of Public Works/Engineering
City Clerk
Deputy Director of Engineering Services
Fire Division Chief
Police Captain
Utilities Manager

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Band 22 \$8,163 - \$11,021

Assistant Planning Director
Assistant Director of Human Resources
Deputy Fire Chief
Fire Battalion Chief
Senior Deputy City Attorney

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Band 21 \$7,775 - \$10,496

Assistant City Engineer
Building Official
Police Lieutenant

Band 20 \$7,405 - \$9,996

Assistant Director of Community Services
Deputy Director of Planning
Deputy Director of Public Works/Maintenance
Deputy Director of Public Works/Operations
Deputy Director of Utilities/Construction & Engineering
Deputy Director of Utilities/Wastewater
Deputy Director of Utilities/Water

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Band 19 \$7,052 - \$9,521

Assistant Director of Community Services
Deputy Director of Utilities/Construction & Maintenance
Deputy Director of Utilities/Wastewater
Deputy Director of Utilities/Water
Fire Battalion Chief
Network Manager

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Principal Engineer
Principal Planner
Wastewater Treatment Plant Superintendent
Water Treatment Plant Superintendent

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Band 18 \$6,716 - \$9,067

Applications Development Manager
~~Benefits & Workers' Compensation Manager~~
Budget Manager
~~City Librarian~~
Code Enforcement Manager
~~Economic Development Manager~~
Finance Manager
Housing Manager
~~Human Resources Manager~~
~~Network Manager~~
Revenue Manager
Risk & Safety Manager
Senior Engineer
Treasury Manager
Utilities Maintenance Superintendent

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Band 17 \$6,396 - \$8,635

~~Assistant to the City Manager~~
Deputy City Attorney
~~Deputy Director of Maintenance & Operations~~
Real Property Manager
~~Recreation Superintendent~~
~~Utilities Maintenance Superintendent~~
~~Wastewater Treatment Plant Superintendent~~
Water Distribution Superintendent
~~Waster Treatment Plant Superintendent~~

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Band 16 \$6,092 - \$8,224

Deputy Building Official
Design & Construction Project Manager
Environmental Programs Manager
Environmental Programs Manager/Utilities
Investment Officer, II
Laboratory Superintendent
~~Real Property Manager~~
Utilities Construction Project Manager

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Band 15 \$5,802 - \$7,832

Building Maintenance Superintendent
Deputy City Librarian

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Emergency Medical Services Coordinator
~~Fire Marshal~~
Fleet Maintenance Superintendent
~~Laboratory Superintendent~~
Parks & Open Space Superintendent
Senior Network Systems Engineer
~~Streets & Parks Maintenance Superintendent~~

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Band 14 \$5,525 - \$7,460

Assistant City Clerk
~~Deputy City Librarian~~
Fire Administrative Services Manager
Investment Officer I
Police Services Bureau Manager
Public Safety Communications Manager
Public Safety Systems Manager
~~Safety Administrator~~
Senior Human Resources Analyst
Senior Planner
~~Public Safety Communications Manager~~

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Band 13 \$5,263 - \$7,104

Asset Program Manager
Geographic Information Systems Manager
Neighborhood Services Manager
Police Services Analyst
Principal Librarian
~~Public Safety Systems Manager~~
Senior Management Analyst
Special Projects Associate

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Band 12 \$5,012 - \$6,766

Accountant II
Lakes & Open Space Superintendent
Management Analyst II
~~Neighborhood Services Manager~~
Older Adult Services Manager
Parks & Open Space Administrator

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Band 11 \$4,772 - \$6,443

~~Benefits Analyst II~~
Canal Superintendent
Human Resources Analyst II
~~Management Analyst II~~
Utilities Analyst

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Band 10 \$4,546 - \$6,137

Police Records Manager
Senior Crime Analyst

Band 9 \$4,329 - \$5,844

~~Benefits Analyst I~~

Human Resources Analyst I
Management Analyst I
Program Administrator

Special Events/Econ Development Coordinator
Tourism & Marketing Administrator

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Band 8 \$4,123 - \$5,567

Accountant I
Crime Analyst

Band 6 \$3,740 - \$5,049

Band 5 \$3,561 - \$4,808

~~Economic Development Analyst~~

Flat Rate Salaries

City Manager
City Attorney

Elected — Flat Rate Salaries

City Treasurer

RESOLUTION NO. 201~~14~~-12501A RESOLUTION OF THE CITY COUNCIL OF
THE CITY OF ESCONDIDO, CALIFORNIA,
AMENDING THE PART-TIME PAY PLAN

WHEREAS, the compensation for the part-time, unclassified group of City employees is established by the City Council from time to time; and

WHEREAS, the City Council desires at this time and deems it to be in the best public interest to adopt and amend said salary ranges of the Part-time Hourly Compensation Plan and Part-Time Hourly Pay Schedule;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Escondido, California, as follows:

1. That the above recitations are true and correct.
2. That the part-time salary ranges are hereby established and amended for the positions set forth in Exhibit "A" and corresponding hourly step rates set forth in Exhibit "B" which are both attached and incorporated by this reference.
3. That this resolution supersedes Resolution No. 200~~211~~-1425.

EXHIBIT "A"

PART-TIME HOURLY COMPENSATION PLAN

July 2014

<p><u>RANGE I</u> <u>9.29 – 12.45</u></p> <p><u>Library Page</u> <u>Maintenance Aide I</u> <u>Park Attendant I</u> <u>Recreation Leader I</u> <u>School Crossing Guard</u> <u>Swimming Aide I</u> <u>Senior Service Aide I</u></p>	<p><u>RANGE VI</u> <u>11.85 – 15.88</u></p> <p><u>Water Safety Instructor</u></p>
<p><u>RANGE II</u> <u>9.76 – 13.07</u></p> <p><u>Maintenance Aide II</u> <u>Swimming Aide II</u> <u>Senior Service Aide II</u></p>	<p><u>RANGE VII</u> <u>12.45 – 16.68</u></p> <p><u>Currently No Classifications</u></p>
<p><u>RANGE III</u> <u>10.24 – 13.72</u></p> <p><u>Circulation Assistant</u> <u>Lifeguard</u> <u>Park Attendant II</u></p>	<p><u>RANGE VIII</u> <u>13.07 – 17.51</u></p> <p><u>Parking Enforcement Officer</u></p>
<p><u>RANGE IV</u> <u>10.75 – 14.40</u></p> <p><u>Recreation Leader II</u> <u>Senior Service Aide III</u></p>	<p><u>RANGE IX</u> <u>13.72 – 18.39</u></p> <p><u>Currently No Classifications</u></p>
<p><u>RANGE V</u> <u>11.29 – 15.13</u></p> <p><u>Clerk Aide</u> <u>Park Attendant III</u> <u>Principal Recreation Leader</u></p>	<p><u>RANGE X</u> <u>Dept. Head discretion ranging from a minimum of current California minimum wage to a maximum of \$100.00 per hour.</u></p> <p><u>Department Specialist</u> <u>Maintenance Specialist</u> <u>Recreation Specialist I</u> <u>Recreation Specialist II</u> <u>Swimming Pool Manager</u> <u>Tiny Tot Instructor</u></p>

Ranger Specialist – Park Ranger I Benchmark; M&O 99)

PART-TIME HOURLY COMPENSATION PLAN

August 7, 2011

<p style="text-align: center;">RANGE I 8.42 — 11.28</p> <p>Library Page Maintenance Aide I Senior Service Aide I Swimming Aide I</p>	<p style="text-align: center;">RANGE VII 11.29 — 15.13</p> <p>Park Attendant III Principal Recreation Leader</p>
<p style="text-align: center;">RANGE II 8.85 — 11.86</p> <p>Swimming Aide II</p>	<p style="text-align: center;">RANGE VIII 11.85 — 15.88</p> <p>Water Safety Instructor</p>
<p style="text-align: center;">RANGE III 9.29 — 12.45</p> <p>Maintenance Aide II Park Attendant I Recreation Leader I School Crossing Guard</p>	<p style="text-align: center;">RANGE IX 12.45 — 16.68</p> <p>Currently No Classifications</p>
<p style="text-align: center;">RANGE IV 9.76 — 13.07</p> <p>Senior Service Aide II</p>	<p style="text-align: center;">RANGE X 13.07 — 17.51</p> <p>Parking Enforcement Officer</p>
<p style="text-align: center;">RANGE V 10.24 — 13.72</p> <p>Circulation Assistant Lifeguard Park Attendant II</p>	<p style="text-align: center;">RANGE XI 13.72 — 18.39</p> <p>Currently No Classifications</p>
<p style="text-align: center;">RANGE VI 10.75 — 14.40</p> <p>Clerk Aide Recreation Leader II Senior Service Aide III</p>	<p style="text-align: center;">RANGE XII Dept. Head Discretion</p> <p>Department Specialist Maintenance Specialist Recreation Specialist I Recreation Specialist II Swimming Pool Manager Tiny Tot Instructor</p>

PROPOSED PART-TIME SALARY RANGES
AUGUST-JULY 71, 2014

RANGE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	
I	\$8,420,295.92 89487	\$8,841,310.97 53961	\$9,283,375.10 .241659	\$9,747,544.10 753742	\$10,234,921.11 .291429	\$10,746,667.11 856000	\$11,284,000.12.44 8800	
II	\$8,847,130.97 55125	\$9,289,487.10 242881	\$9,753,964.10 .755025	\$10,241,659.11 .292776	\$10,753,742.11 .857415	\$11,291,429.12 450286	\$11,856,000.13.07 2800	
III	\$9,289,487.10 236285	\$9,753,964.10 748099	\$10,241,659.11 1.285504	\$10,753,742.11 .849779	\$11,291,429.12 .442268	\$11,856,000.13 064381	\$12,448,000.13.71 7600	
IV	\$9,755,125.10 748486	\$10,242,884.11 .285910	\$10,755,025.11 1.850206	\$11,292,776.12 .442716	\$11,857,415.13 .064852	\$12,450,286.13 718095	\$13,072,000.14.40 4000	
V	\$10,236,285.11 .291730	\$10,748,099.11 .856317	\$11,285,504.11 2.449133	\$11,849,779.13 .071590	\$12,442,268.13 .725170	\$13,064,381.14 411429	\$13,717,600.15.13 2000	
VI	\$10,748,486.11 .850496	\$11,285,910.12 .443021	\$11,850,206.11 3.065172	\$12,442,716.13 .718431	\$13,064,852.14 .404353	\$13,718,095.15 124571	\$14,404,000.15.88 0800	
VII	\$11,294,730.12 .448067	\$11,856,317.13 .070470	\$12,449,133.11 3.723993	\$13,071,590.14 .410193	\$13,725,170.15 .130703	\$14,411,429.15 887238	\$15,132,000.16.68 1600	
VIII	\$11,850,496.13 .068918	\$12,443,021.13 .722364	\$13,065,172.11 4.408482	\$13,718,431.15 .128906	\$14,404,353.15 .885351	\$15,124,571.16 679619	\$15,880,000.17.51 3600	
IX	\$12,448,067.13 .720810	\$13,070,470.14 .406851	\$13,723,993.11 5.127194	\$14,410,193.15 .883554	\$15,130,703.16 .677732	\$15,887,238.17 511619	\$16,681,600.18.38 7200	
X	\$13,068,918	\$13,722,364	\$14,408,482	\$15,128,906	\$15,885,351	\$16,679,619	\$17,513,600	
XI	\$13,720,810	\$14,406,851	\$15,127,194	\$15,883,554	\$16,677,732	\$17,511,619	\$18,387,200	
XII	Department Head Discretion							

RESOLUTION NO. 2014-98

A RESOLUTION OF THE CITY COUNCIL OF
THE CITY OF ESCONDIDO, CALIFORNIA,
AMENDING AND RE-ESTABLISHING THE
UNCLASSIFIED SALARY PLANS FOR
CERTAIN POSITIONS IN THE CLERICAL/
TECHNICAL GROUP

WHEREAS, the compensation for the unclassified group of City employees is established by the City Council from time to time; and

WHEREAS, this City Council desires at this time and deems it to be in the best public interest to amend and readopt the salary plans established by Resolution No. 2007-150;

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 salary plans are re-established for the positions listed in Exhibit "A" and corresponding monthly rates set forth in Exhibit "B," which are both attached and incorporated by this reference.
3. That this resolution supersedes Resolution No. 2011-122.

UNCLASSIFIED CLERICAL/TECHNICAL SALARY PLANS

Band H: \$4,337 - \$7,036

Assistant Canal Superintendent

UCT A50: \$6,275 - \$7,627

Control Systems Analyst
Systems Analyst II

UCT A46: \$5,685 - \$6,910

Systems Analyst I

UCT A44: \$5,411 - \$6,577

Senior Environmental Program Specialist

UCT A43: \$5,279 - \$6,416

Senior Legal Assistant

FPS A45: \$5,386 - \$6,547

Deputy Fire Marshal

UCT A42: \$5,150- \$6,260

GIS Analyst
Network Systems Engineer
Public Safety Systems Analyst
Senior Safety Analyst

UCT A40: \$4,902 - \$5,958

Environmental Programs Specialist

UCT A38: \$4,666 - \$5,671

Executive Assistant – City Attorney
Executive Assistant – City Manager

UCT A37: \$4,552 - \$5,533

Legal Assistant
Programmer Analyst II

UCT A36: \$4,441 - \$5,398

Forensic Technician

UCT A35: \$4,332 - \$5,266

Human Resources Coordinator

UCT A33: \$4,124 - \$5,012

Payroll Analyst
Programmer Analyst I
Risk & Safety Coordinator

UCT A31: \$3,925 - \$4,771

Community Outreach Liaison
Facilities Associate

UCT A30: \$3,829 - \$4,654

Administrative Coordinator

UCT A29: \$3,736 - \$4,541

Human Resources Technician II
Legal Secretary
Telecommunications Specialist

UCT A28: \$3,645 - \$4,430

Network Systems Technician II
Web Design Technician II

UCT A27: \$3,556 - \$4,322

Collections Officer
Maintenance & Operations Coordinator

UCT A26: \$3,469 - \$4,217

Executive Office Coordinator

UCT A25: \$3,384 - \$4,114

Human Resources Technician I
Police Services Technician

UCT A24: \$3,302 - \$4,014

Network Systems Technician I
Payroll Technician
Web Design Technician I

UCT A23: \$3,221 - \$3,916

Canal Assistant II
Division Coordinator
Publications Coordinator II
Sr. Accounting Assistant

UCT A21: \$3,066 - \$3,727

Police Projects Specialist

UCT A19: \$2,918 - \$3,547

Canal Assistant I
Executive Office Specialist
Publications Coordinator I

UCT A17: \$2,778 - \$3,376

Accounting Assistant II
Department Assistant

UCT A13: \$2,517 - \$3,059

Accounting Assistant I

UCT A11: \$2,395-\$2,912

Department Aide

UNCLASSIFIED MONTHLY PAY SCHEDULE
 March 2, 2014

GRADE	Step 1	Step 2	Step 3	Step 4	Step 5
UCT A11	\$2,395,000	\$2,515,000	\$2,641,000	\$2,773,000	\$2,912,000
UCT A13	\$2,517,000	\$2,642,000	\$2,775,000	\$2,913,000	\$3,059,000
UCT A17	\$2,778,000	\$2,917,000	\$3,063,000	\$3,216,000	\$3,376,000
UCT A19	\$2,918,000	\$3,064,000	\$3,218,000	\$3,378,000	\$3,547,000
UCT A21	\$3,066,000	\$3,219,000	\$3,380,000	\$3,549,000	\$3,727,000
UCT A23	\$3,221,000	\$3,382,000	\$3,552,000	\$3,729,000	\$3,916,000
UCT A24	\$3,302,000	\$3,467,000	\$3,640,000	\$3,822,000	\$4,014,000
UCT A25	\$3,384,000	\$3,554,000	\$3,731,000	\$3,918,000	\$4,114,000
UCT A26	\$3,469,000	\$3,643,000	\$3,825,000	\$4,016,000	\$4,217,000
UCT A27	\$3,556,000	\$3,734,000	\$3,920,000	\$4,116,000	\$4,322,000
UCT A28	\$3,645,000	\$3,827,000	\$4,018,000	\$4,219,000	\$4,430,000
UCT A29	\$3,736,000	\$3,923,000	\$4,119,000	\$4,325,000	\$4,541,000
UCT A30	\$3,829,000	\$4,021,000	\$4,222,000	\$4,433,000	\$4,654,000
UCT A31	\$3,925,000	\$4,121,000	\$4,327,000	\$4,544,000	\$4,771,000

GRADE	Step 1	Step 2	Step 3	Step 4	Step 5
UCT A33	\$4,124.000	\$4,330.000	\$4,546.000	\$4,774.000	\$5,012.000
UCT A35	\$4,332.000	\$4,549.000	\$4,777.000	\$5,015.000	\$5,266.000
UCT A36	\$4,441.000	\$4,663.000	\$4,896.000	\$5,141.000	\$5,398.000
UCT A37	\$4,552.000	\$4,779.000	\$5,018.000	\$5,269.000	\$5,533.000
UCT A38	\$4,666.000	\$4,899.000	\$5,144.000	\$5,401.000	\$5,671.000
UCT A40	\$4,902.000	\$5,147.000	\$5,404.000	\$5,674.000	\$5,958.000
UCT A42	\$5,150.000	\$5,407.000	\$5,678.000	\$5,962.000	\$6,260.000
UCT A43	\$5,279.000	\$5,543.000	\$5,820.000	\$6,111.000	\$6,416.000
UCT A44	\$5,411.000	\$5,681.000	\$5,965.000	\$6,263.000	\$6,577.000
UCT A46	\$5,685.000	\$5,969.000	\$6,267.000	\$6,581.000	\$6,910.000
UCT A50	\$6,275.000	\$6,588.000	\$6,918.000	\$7,264.000	\$7,627.000
FPS A45	\$5,385.910	\$5,655.210	\$5,937.970	\$6,234.870	\$6,546.610

RESOLUTION NO. 2014-99

A RESOLUTION OF THE CITY COUNCIL OF
THE CITY OF ESCONDIDO, CALIFORNIA,
AMENDING AND REESTABLISHING THE
UNCLASSIFIED SERVICE SCHEDULE OF
THE CITY

WHEREAS, Section 19-9 of the Escondido Municipal Code provides that positions in the unclassified service shall be established by resolution of the City Council; and

WHEREAS, this City Council desires at this time and deems it to be in the best public interest to amend said Unclassified Service Schedule;

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 Unclassified Service Schedule on file in the Office of the City Clerk is hereby amended and re-established as set forth on Exhibit "A" attached to this Resolution and incorporated by this reference.
3. That this resolution supercedes Resolution No. 2011-123.

UNCLASSIFIED POSITIONS – AUGUST 2014

1. Accountant I/II
2. Accounting Assistant I/II
3. Administrative Coordinator
4. Applications Development Manager
5. **Asset Program Manager**
6. Assistant Canal Superintendent
7. Assistant City Attorney
8. Assistant City Attorney/Litigation
9. Assistant City Clerk
10. Assistant City Engineer
11. Assistant City Manager
12. Assistant Director of Community Services
13. **Assistant Director of Finance**
14. **Assistant Director of Human Resources**
15. **Assistant Director of Planning**
16. **Assistant Director of Public Works/Engineering**
17. Building Maintenance Superintendent
18. Building Official
19. **Budget Manager**
20. Canal Assistant I/II
21. Canal Superintendent
22. Chief of Police
23. City Clerk
24. Code Enforcement Manager

25. Collections Officer
26. Community Outreach Liaison
27. Control Systems Analyst
28. Crime Analyst
29. Department Aide
30. Department Assistant
31. Deputy Building Official
32. Deputy City Attorney
33. Deputy City Librarian
34. **Deputy Director of Planning**
35. **Deputy Director of Public Works/Maintenance**
36. **Deputy Director of Public Works/Operations**
37. Deputy Director of Utilities/Construction & Engineering
38. Deputy Director of Utilities/Wastewater
39. Deputy Director of Utilities/Water
40. Deputy Fire Chief
41. Deputy Fire Marshal
42. Design & Construction Project Manager
43. **Director of Administrative Services**
44. Director of Community Development
45. **Director of Economic Development & Community Relations**
46. Director of Information Systems
47. **Director of Library & Community Services**
48. **Director of Public Works**
49. Director of Utilities
50. Division Coordinator

51. Emergency Medical Services Coordinator
52. Environmental Programs Manager
53. Environmental Programs Manager/Utilities
54. Environmental Programs Specialist
55. Executive Assistant to the City Attorney
56. Executive Assistant to the City Manager
57. Executive Office Coordinator
58. Executive Office Specialist
59. Facilities Associate
60. Finance Manager
61. Fire Administrative Services Manager
62. Fire Battalion Chief
63. Fire Chief
64. Fire Division Chief
65. Fleet Maintenance Superintendent
66. Forensic Technician
67. Geographic Information Systems Analyst
68. Geographic Information Systems Manager
69. Housing Manager
70. Human Resources Analyst I/II
71. Human Resources Coordinator
72. Human Resources Technician I/II
73. Investment Officer I/II
74. Laboratory Superintendent
75. Lakes & Open Space Superintendent
76. Legal Assistant

77. Legal Secretary
78. Maintenance & Operations Coordinator
79. Management Analyst I/II
80. Neighborhood Services Manager
81. Network Manager
82. Network Systems Engineer
83. Network Systems Technician I/II
84. Older Adult Services Manager
85. Parks & Open Space Administrator
86. **Parks & Open Space Superintendent**
87. Payroll Analyst
88. Payroll Technician
89. Police Captain
90. Police Lieutenant
91. Police Projects Specialist
92. Police Records Manager
93. Police Services Analyst
94. Police Services Bureau Manager
95. Police Services Technician
96. Principal Engineer
97. **Principal Librarian**
98. Principal Planner
99. Program Administrator
100. Programmer Analyst I/II
101. Public Safety Communications Manager
102. Public Safety Systems Analyst

- 103. Public Safety Systems Manager
- 104. **Publications Coordinator I/II**
- 105. Real Property Manager
- 106. Revenue Manager
- 107. Risk & Safety **Coordinator**
- 108. Risk & Safety Manager
- 109. Senior Accounting Assistant
- 110. Senior Crime Analyst
- 111. Senior Deputy City Attorney
- 112. **Senior Engineer**
- 113. **Senior Environmental Program Specialist**
- 114. Senior Human Resources Analyst
- 115. **Senior Legal Assistant**
- 116. Senior Management Analyst
- 117. Senior Network Systems Engineer
- 118. Senior Planner
- 119. **Senior Safety Analyst**
- 120. **Special Events/Economic Development Coordinator**
- 121. **Special Projects Associate**
- 122. Systems Analyst I/II
- 123. **Telecommunications Specialist**
- 124. **Tourism & Marketing Administrator**
- 125. **Treasury Manager**
- 126. Utilities Analyst
- 127. Utilities Construction Project Manager

- 128. Utilities Maintenance Superintendent
- 129. Utilities Manager
- 130. Wastewater Treatment Plant Superintendent
- 131. Water Distribution Superintendent
- 132. Water Treatment Plant Superintendent
- 133. Web Design Technician I/II

RESOLUTION NO. 2014-100

A RESOLUTION OF THE CITY COUNCIL OF
THE CITY OF ESCONDIDO, CALIFORNIA,
AMENDING AND RE-ESTABLISHING THE
UNCLASSIFIED SALARY BANDS FOR
CERTAIN POSITIONS IN THE MANAGEMENT
GROUP

WHEREAS, the compensation for the unclassified group of City employees is established by the City Council from time to time; and

WHEREAS, this City Council desires at this time and deems it to be in the best public interest to amend and readopt the salary bands established by Resolution No. 2007-151;

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 salary bands set forth in Exhibit "A," attached to this Resolution and incorporated by this reference, are established for the positions listed.
3. That this resolution supersedes Resolution No. 2011-124.

MANAGEMENT UNCLASSIFIED SALARY BANDS

Band 31 \$12,664 - \$17,097

Assistant City Manager

Band 30 \$12,061 – \$16,283

Band 29 \$11,487 - \$15,507

Assistant City Attorney
Assistant City Attorney/Litigation
Chief of Police
Fire Chief

Band 28 \$10,940 - \$14,769

Band 27 \$10,419 - \$14,066

Deputy Fire Chief
Director of Administrative Services

Band 26 \$9,923 - \$13,396

Director of Community Development
Director of Economic Development & Comm Relations
Director of Information Systems
Director of Public Works
Director of Utilities

Band 25 \$9,451 - \$12,759

Police Captain

Band 24 \$9,000 - \$12,151

Director of Library & Community Services
Fire Division Chief

Band 23 \$8,572 - \$11,572

Assistant Director of Finance
Assistant Director of Planning
Assistant Director of Public Works/Engineering
City Clerk
Utilities Manager

Band 22 \$8,163 - \$11,021

Assistant Director of Human Resources
Fire Battalion Chief
Senior Deputy City Attorney

Band 21 \$7,775 - \$10,496

Assistant City Engineer
Building Official
Police Lieutenant

Band 20 \$7,405 - \$9,996

Assistant Director of Community Services
Deputy Director of Planning
Deputy Director of Public Works/Maintenance
Deputy Director of Public Works/Operations
Deputy Director of Utilities/Construction & Engineering
Deputy Director of Utilities/Wastewater
Deputy Director of Utilities/Water

Band 19 \$7,052 - \$9,521

Network Manager
Principal Engineer
Principal Planner
Wastewater Treatment Plant Superintendent
Water Treatment Plant Superintendent

Band 18 \$6,716 - \$9,067

Applications Development Manager
Budget Manager
Code Enforcement Manager
Finance Manager
Housing Manager
Revenue Manager
Risk & Safety Manager
Senior Engineer
Treasury Manager
Utilities Maintenance Superintendent

Band 17 \$6,396 - \$8,635

Deputy City Attorney
Real Property Manager
Water Distribution Superintendent

Band 16 \$6,092 - \$8,224

Deputy Building Official
Design & Construction Project Manager
Environmental Programs Manager
Environmental Programs Manager/Utilities
Investment Officer II
Laboratory Superintendent
Utilities Construction Project Manager

Band 15 \$5,802 - \$7,832

Building Maintenance Superintendent
Deputy City Librarian
Emergency Medical Services Coordinator
Fleet Maintenance Superintendent
Parks & Open Space Superintendent
Senior Network Systems Engineer

Band 14 \$5,525 - \$7,460

Assistant City Clerk
Fire Administrative Services Manager
Investment Officer I
Police Services Bureau Manager
Public Safety Communications Manager
Public Safety Systems Manager
Senior Human Resources Analyst
Senior Planner

Band 13 \$5,263 - \$7,104

Asset Program Manager
Geographic Information Systems Manager
Neighborhood Services Manager
Police Services Analyst
Principal Librarian
Senior Management Analyst
Special Projects Associate

Band 12 \$5,012 - \$6,766

Accountant II
Lakes & Open Space Superintendent
Management Analyst II
Older Adult Services Manager
Parks & Open Space Administrator

Band 11 \$4,772 - \$6,443

Canal Superintendent
Human Resources Analyst II
Utilities Analyst

Band 10 \$4,546 - \$6,137

Police Records Manager
Senior Crime Analyst

Band 9 \$4,329 - \$5,844

Human Resources Analyst I
Management Analyst I
Program Administrator
Special Events/Econ Development Coordinator
Tourism & Marketing Administrator

Band 8 \$4,123 - \$5,567

Accountant I
Crime Analyst

Band 6 \$3,740 - \$5,049

Band 5 \$3,561 - \$4,808

Flat Rate Salaries

City Manager
City Attorney

Elected — Flat Rate Salaries

City Treasurer

RESOLUTION NO. 2014-101

A RESOLUTION OF THE CITY COUNCIL OF
THE CITY OF ESCONDIDO, CALIFORNIA,
AMENDING THE PART-TIME PAY PLAN

WHEREAS, the compensation for the part-time, unclassified group of City employees is established by the City Council from time to time; and

WHEREAS, the City Council desires at this time and deems it to be in the best public interest to adopt and amend said salary ranges of the Part-Time Hourly Compensation Plan and Part-Time Hourly Pay Schedule;

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 part-time salary ranges are hereby established and amended for the positions set forth in Exhibit "A" and corresponding hourly step rates set forth in Exhibit "B," which are both attached and incorporated by this reference.
3. That this resolution supersedes Resolution No. 2011-125.

PART-TIME HOURLY COMPENSATION PLAN July 2014	
RANGE I 9.29 – 12.45	RANGE VI 11.85 – 15.88
Library Page Maintenance Aide I Park Attendant I Recreation Leader I School Crossing Guard Swimming Aide I Senior Service Aide I	Water Safety Instructor
RANGE II 9.76 – 13.07	RANGE VII 12.45 – 16.68
Maintenance Aide II Swimming Aide II Senior Service Aide II	Currently No Classifications
RANGE III 10.24 – 13.72	RANGE VIII 13.07 – 17.51
Circulation Assistant Lifeguard Park Attendant II	Parking Enforcement Officer
RANGE IV 10.75 – 14.40	RANGE IX 13.72 – 18.39
Recreation Leader II Senior Service Aide III	Currently No Classifications
RANGE V 11.29 – 15.13	RANGE X
Clerk Aide Park Attendant III Principal Recreation Leader	Dept. Head discretion ranging from a minimum of current California minimum wage to a maximum of \$100.00 per hour. Department Specialist Maintenance Specialist Recreation Specialist I Recreation Specialist II Swimming Pool Manager Tiny Tot Instructor

(Ranger Specialist – Park Ranger I Benchmark; M&O 99)

PART-TIME SALARY RANGES
JULY 1, 2014

RANGE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7
I	\$9.289487	\$9.753961	\$10.241659	\$10.753742	\$11.291429	\$11.856000	\$12.448800
II	\$9.755125	\$10.242881	\$10.755025	\$11.292776	\$11.857415	\$12.450286	\$13.072800
III	\$10.236285	\$10.748099	\$11.285504	\$11.849779	\$12.442268	\$13.064381	\$13.717600
IV	\$10.748486	\$11.285910	\$11.850206	\$12.442716	\$13.064852	\$13.718095	\$14.404000
V	\$11.291730	\$11.856317	\$12.449133	\$13.071590	\$13.725170	\$14.411429	\$15.132000
VI	\$11.850496	\$12.443021	\$13.065172	\$13.718431	\$14.404353	\$15.124571	\$15.880800
VII	\$12.448067	\$13.070470	\$13.723993	\$14.410193	\$15.130703	\$15.887238	\$16.681600
VIII	\$13.068918	\$13.722364	\$14.408482	\$15.128906	\$15.885351	\$16.679619	\$17.513600
IX	\$13.720810	\$14.406851	\$15.127194	\$15.883554	\$16.677732	\$17.511619	\$18.387200
X	Department Head Discretion						

CITY COUNCIL

For City Clerk's Use:

APPROVED **DENIED**

Reso No. _____ File No. _____

Ord No. _____

Agenda Item No. 11
Date: August 20, 2014

TO: Honorable Mayor and Members of the City Council

FROM: Sheryl Bennett, Director of Administrative Services

SUBJECT: Establishing the Property Tax Rate and Fixed Charge Assessments for General Obligation Bonded Indebtedness

RECOMMENDATION:

It is recommended that the Council approve Resolution 2014-132 to establish the property tax rate and fixed charge assessments for bonded indebtedness for fiscal year 2014-15.

FISCAL ANALYSIS:

A total of \$5,248,295 will be needed for the annual debt service payments for the General Obligation Bond. This represents \$1,686,647.50 due in March 2015 for fiscal year 2014-15 and \$3,561,647.50 due in September 2015 for fiscal year 2015-16.

PREVIOUS ACTION:

The City Council certified the results of the November 2, 2004, election approving Proposition P on December 1, 2004. On July 12, 2006, Council authorized the issuance and sale of the General Obligation bonds. The bonds were sold on August 1, 2006. The bonds provided financing for the construction of three new fire stations, a replacement of Fire Station 1, and a combined police and fire headquarters facility.

BACKGROUND:

General Obligation Bonds are secured by the legal obligation to levy an ad valorem property tax upon taxable property within the City in an amount sufficient to pay the yearly debt service (principal and interest) payment. The debt service payment for March 2015 is \$1,686,647.50 and the debt service payment for September 2015 is \$3,561,647.50. The City is required to set a tax rate to meet these financial obligations. The assessed value for property in Escondido is used as the basis for applying the levy to taxable properties.

The starting point for calculating the property tax levy is the current year taxable assessed value. To this assessed value amount, a delinquency factor is applied. The City's fiscal year 2013-14 actual delinquency rates for secured and unsecured property were 1.0% and 2.2% respectively, and the 6 year average delinquency rates were 1.87% and 2.22%.

Property Tax Rate for
 General Obligation Bonds
 Page 2

For fiscal year 2014-15, the City has used a 3.0% delinquency factor in calculating the property tax rate for both secured and unsecured property. This rate provides a conservative provision for estimated fiscal year 2014-15 delinquencies, taking into account the annual trend of declining delinquency rates. The delinquency factors used for the past fiscal years 2009-10 to 2013-14 tax year calculations were 5%, 4%, 3.5%, 3.0% and 3.0% respectively.

The County of San Diego has provided to the City the estimated 2014-15 fiscal year assessed valuations to be used for the tax rate computation. A two year comparison of the City's secured and unsecured assessed valuations, as adjusted by the applicable annual delinquency factor, is shown below. The net assessed valuations increased by approximately 5.08%. This increase in net assessed value will cause a decrease in the calculated property tax rate for fiscal year 2014-15.

Assessed Values:	2013-14	2014-15	% Increase (Decrease)
SECURED			
Secured Assessed Valuation	\$11,849,334,469	\$12,445,954,612	
Less delinquency factor	(355,480,034)	(373,378,638)	
Net Collectible Secured	\$11,493,854,435	\$12,072,575,974	5.04%
UNSECURED			
Unsecured Assessed Valuation	\$457,413,448	\$486,135,220	
Less delinquency factor	(13,722,403)	(14,584,057)	
Net Collectible Unsecured	\$443,691,045	\$471,551,163	6.28%
TOTAL ALL NET COLLECTIBLE	\$11,937,545,480	\$12,544,127,137	5.08%

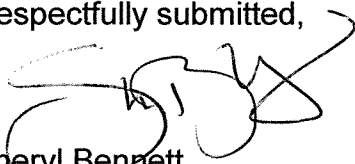
The property tax rate calculation takes into account any additional financial resources in the Debt Service Fund that may be used to reduce the amount of tax levy needed, including investment interest received, fund balance, penalties and interest received on delinquent property tax receipts, and other miscellaneous taxable revenue. During fiscal year 2011-12, \$366,094 of remaining amounts on deposit in the Acquisition and Construction Fund were transferred into the Debt Service Fund to be used for each of the three succeeding tax years to reduce the amount of tax levy needed for payment of the annual debt service for the General Obligation Bond. The property tax calculation for fiscal year 2014-15 includes the use of \$122,092 of the transferred funds. This is the final third of the total \$366,094 transferred.

Property Tax Rate for
General Obligation Bonds
Page 3

In order to collect the required debt service, the property tax rate will be set at 0.03591 per \$100 of assessed value. This represents \$35.91 per \$100,000 of assessed value, resulting in a decrease of \$1.29 when compared to last year's property tax rate of \$37.20.

Based on current and updated information, we estimate that the average annual tax rate over the life of the bonds will be \$34.81 per \$100,000. This estimate assumes a future annual growth in secured assessed valuation of 2.5 % to 3.5%, and allows for estimated future delinquencies of 2.5%. During the November 2, 2004 election, the ballot measure provided to the citizens of Escondido, estimated that the average annual tax rate over the life of the bonds would be \$34.75 for \$100,000 of assessed valuation for single family homes, based on a 3% annual growth rate in secured assessed valuations.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Sheryl Bennett', with a large, sweeping flourish extending to the right.

Sheryl Bennett
Director of Administrative Services

RESOLUTION NO. 2014-132

A RESOLUTION OF THE CITY COUNCIL OF
THE CITY OF ESCONDIDO, CALIFORNIA,
ESTABLISHING THE PROPERTY TAX RATE
AND FIXED CHARGE ASSESSMENTS FOR
BONDED INDEBTEDNESS FOR FISCAL
YEAR 2014-15

WHEREAS, the City Council of the City of Escondido desires to establish the rate of property tax required to generate an amount of revenue from the tax base to provide sufficient moneys to pay debt service on the voter approved bonded indebtedness payable during the fiscal year ending June 30, 2015; and

WHEREAS, the total net taxable secured assessed valuation of the City of Escondido is now estimated at \$12,445,954,612 full value; and

WHEREAS, the total net taxable unsecured assessed valuation of the City of Escondido is now estimated at \$486,135,220 full value; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Escondido, as follows:

1. That the above recitations are true.
2. That the property tax rate within the City for the City of Escondido General Obligation Bond, Election of 2004, Series A (Fire, Police, and Emergency Response Measure) for the fiscal year ending June 30, 2015, be and hereby is established at \$0.03591 per \$100 assessed value.

3. That the City Manager and the Director of Administrative Services are each hereby directed and authorized to take any and all actions necessary to ensure that such property tax rate is enrolled with the County of San Diego Auditor & Controller, including, but not limited to, filing the Tax Amount Rate Certificate attached hereto as Exhibit "A" and is incorporated by this reference.

\$84,350,000
CITY OF ESCONDIDO
San Diego County, California
General Obligation Bonds, Election of 2004, Series A
(Fire, Police and Emergency Response Measure)

I, Sheryl Bennett, hereby certify that I am the Director of Administrative Services of the City of Escondido (the "City"), and as such I am authorized to execute this certificate on behalf of the City.

I hereby further certify that in connection with the City's \$84,350,000 General Obligation Bonds, Election of 2004, Series A (Fire, Police and Emergency Response Measure) the City Council has adopted the attached Resolution No. 2014-132 establishing the tax rate and fixed charge assessments for bonded indebtedness for 2014-15 and attached herewith is the summary for the calculation of the property tax rate for 2014-15.

IN WITNESS WHEREOF, I hereunto set my hand this 20st day of August, 2014.

CITY OF ESCONDIDO

By:

Sheryl Bennett, Director of Administrative Services

**City of Escondido
 General Obligation Bond, Election of 2004, Series A
 Calculation for 2014-15 Debt Service Requirements**

Resources Required:

<i>2014-15 Semi-Annual Debt Service Requirements:</i>	
March 2015	\$ 1,686,647.50
September 2015	<u>3,561,647.50</u>
Total Required	<u><u>5,248,295.00</u></u>

Resources Available:

<u>As of June 30, 2014</u>	
Cash	\$ 4,106,233.72
September, 2014 Debt Service Payment	(3,516,272.50)
Payment of Trustee Fees	(400.00)
Consultant Fees	(1,750.00)
Remaining Cash Resources after next debt service:	<u>\$ 587,811.22</u>

Remaining FY 13-14 revenues not yet recorded
 in G/L:

apportionment #13	28,230.13
1/3 use of remaining construction fund interest	122,092.46

Total Resources Available for FY 14-15 Debt Service 738,133.81

Net 2014-15 Tax Revenues needed for Debt Service Requirement \$ 4,510,161.19

Unsecured Calculation

<i>2014-15 Taxable Unsecured Assessed Valuation for the City- w/o Homeowners exemptions:</i>	
Delinquency Factor	0.03
	\$ 486,135,220.00
	<u>(14,584,056.60)</u>

Estimated Net Collectible Unsecured Assessed Valuation \$ 471,551,163.40

2013-14 Tax Rate Per \$100 of Net Assessed Value: 0.0372

Total Unsecured times tax rate divided by \$100 175,417.03

Net calculated 2014-15 Debt Service resource Requirement \$ 4,510,161.19

Minus Unsecured Levy to be assessed for FY 2014-15 (175,417.03)

Total Remaining 2014-15 Debt Service Coverage Requirement \$ 4,334,744.16

Secured Calculation

<i>2014-15 Taxable Secured Assessed Valuation for the City- without Homeowners exemptions:</i>	
Delinquency Factor	0.03
	\$ 12,445,954,612.00
	<u>(373,378,638.36)</u>

Estimated Net Collectible Secured Assessed Valuation \$ 12,072,575,973.64

Net collectible taxable Secured Assessed Valuation divided by \$100 120,725,759.74

Total Remaining 2014-15 Debt Service Resource Requirement to be levied against secured property \$ 4,334,744.16

2014-15 Tax Rate Per \$100 of Net Assessed Value 0.03591

CITY COUNCIL

For City Clerk's Use:

APPROVED **DENIED**

Reso No. _____ File No. _____

Ord No. _____

Agenda Item No.: 12
Date: August 20, 2014

TO: Honorable Mayor and Members of the City Council

FROM: Sheryl Bennett, Director of Administrative Services
Joan Ryan, Assistant Finance Director

SUBJECT: Write-off of City Receivables – Fiscal Year 2013/2014

RECOMMENDATION:

It is requested that Council approve the write-off of various receivables.

FISCAL ANALYSIS:

The total amount of the write-off is \$313,840.62. All reasonable means of collection and/or recouping funds have been completed. This write-off of bad loans is necessary to accurately report the City's overall financial status without overstating assets. However, the City will still pursue all amounts due through a collection agency as permitted by state and federal law.

PREVIOUS ACTION:

On December 12, 2012, the City Council adopted Resolution No. 2012-172 establishing policies for uncollectible receivables and setting the standards of when the City should remove the receivable from the financial records. In accordance with the policy, all amounts over \$5,000 are being submitted to the City Council as a group.

BACKGROUND:

The current fiscal year write-off includes fourteen housing loans, three utility billing accounts, one code enforcement citation, one property damage citation, and one DUI receivable. A list of accounts is attached in Exhibit A.

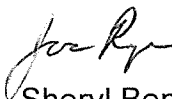
HOUSING LOAN WRITE-OFFS:

The Housing Division currently oversees 742 active home assistance loans. A significant share of this cycle's write-offs involves loans totaling \$269,050 issued for various housing assistance programs to promote home ownership, and provide safe and sanitary housing for target households. The funding for these loans is provided from state and/or federal sources for the express purpose of assisting households with specific income limitations and has no bearing on the General Fund.

Housing Division staff works closely with the City Attorney's office regarding all housing loan defaults, foreclosures and settlement negotiations with property owners and/or their representatives in efforts to secure partial payment opportunities prior to writing off the loan. With regard to the Housing Division loan write-offs staff offers the additional clarifying information:

1. This cycle of loan write-offs spans several years extending back to 2011.
2. Escondido's housing loan program experienced a very low loan default rate of only 1.8% (including short sales) over the past two years compared with the County's foreclosure rate of 2.2%, which does not include short sales.
3. The Housing Division initiated a more rigorous loan screening process in 2012 involving front-end and back-end income ratios, and 'gap' analyses. Applicants involved in this cycle's housing loan write-offs were provided loans prior to 2012 and did not undergo this new screening process.
4. In many other jurisdictions the funding for these loans are written as grants, eliminating any opportunity for repayments to be recycled back into housing programs. Escondido's policy to use the city's housing funding for a loan program (with most loans faithfully paid off) provides an opportunity to assist more families and reinforces accountability even for lower income households.
5. By a margin of 2:1 the housing loan write-offs involve moderate income households earning 80 – 120% of the Area Median income (AMI). Recent changes to housing assistance funding prohibits the ability to provide loans to moderate-income households and earmarks funding for lower income households earning less than 80% AMI, which have a better repayment history.
6. The highest percentage of housing loan write-offs involves assisting mobile home residents. A new mobile home assistance program awarded to the city in 2014 will be a forgivable grant.

Respectfully submitted,

 on behalf of
Sheryl Bennett
Director of Administrative Services


Joan Ryan
Assistant Finance Director

**CITY OF ESCONDIDO FINANCE DEPARTMENT
WRITE-OFF REQUEST (Greater Than \$5,000)**

Exhibit A

Time Period Covered: FY 2013/2014

<u>Account Type</u>	<u>Justification</u>	<u>Amount</u>
Property Damage	Insurance offered \$3,507.55; sent to collection agency for payment in full	11,838.25
Utility Billing	Business Defunct	10,666.00
Utility Billing	Deceased	7,029.13
Utility Billing	Statute Expired - account past 10 years old	5,159.93
Code Enforcement Citation	Bankruptcy	5,065.18
DUI	Invalid contact information; no response	5,032.13
Mobilehome Rehabilitation Loan	Deceased (2014)	19,900.00
Mobilehome Rehabilitation Loan	Short Sale (2013)	6,500.00
Single Family Rehabilitation Loan	Short Sale (2014)	30,000.00
First Time Homebuyer Loan - HELP	Foreclosure/Trustee Sale (2012)	25,000.00
First Time Homebuyer Loan - HELP	Foreclosure/Trustee Sale (2012)	25,000.00
First Time Homebuyer Loan - HELP	Foreclosure/Trustee Sale (2012)	25,000.00
First Time Homebuyer Loan - HELP	Foreclosure (2013)	9,400.00
First Time Homebuyer Loan - HOME	Foreclosure/Trustee Sale (2012)	25,000.00
First Time Homebuyer Loan - HOME	Short Sale (2014)	19,000.00
First Time Homebuyer Loan - HOME	Short Sale (2013)	18,000.00
First Time Homebuyer Loan - HOME	Foreclosure/Trustee Sale (2011)	25,000.00
First Time Homebuyer Loan - HOME	Foreclosure (2013)	25,000.00
First Time Homebuyer Loan - HOME	Foreclosure/Trustee Sale (2012)	5,000.00
First Time Homebuyer Loan - HOME	Foreclosure/Trustee Sale (2012)	11,250.00

Total Fiscal Year 2013/2014 Write Off \$ 313,840.62

CITY COUNCIL

For City Clerk's Use:

APPROVED DENIED

Reso No. _____ File No. _____

Ord No. _____

Agenda Item No.: 13
Date: August 20, 2014

TO: Honorable Mayor and Members of the City Council
FROM: Sheryl Bennett, Director of Administrative Services
Joan Ryan, Assistant Finance Director
SUBJECT: Adoption of Amended Policy Regarding Uncollectible Receivables

RECOMMENDATION:

It is requested that Council adopt Resolution No. 2014-130.

FISCAL ANALYSIS:

The adoption of this amended policy will assure that the City's financial statements do not overstate City assets; however, the City will still pursue all amounts due through a collection agency

PREVIOUS ACTION:

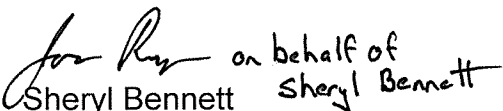
On December 12, 2012, the City Council adopted Resolution No. 2012-172 establishing policies for uncollectible receivables and setting the standards of when the City should remove the receivable from the financial records.

BACKGROUND:

The City has several types of receivables generated from operations. Some examples are Library fines, water bills, code enforcement violations, property damage, fire re-inspections, grease trap violation and paramedic bills. In the course of business sometimes these receivables are deemed uncollectible after pursuit by the City collections staff. The proposed policy sets the standards of when the City should remove receivables from the financial records. The City will still pursue all amounts due through a contracted collection agency.

The proposed policy, attached in Exhibit A, has been amended to reflect the reorganization of the Finance Department. This policy will allow the Assistant Finance Director to approve write offs under \$5,000 after a diligent effort to collect. All amounts over \$5,000 deemed uncollectible will be submitted to the City Council as a group at least once a fiscal year.

Respectfully submitted,


Sheryl Bennett on behalf of
Sheryl Bennett
Director of Administrative Services


Joan Ryan
Assistant Finance Director

CITY OF ESCONDIDO

SUBJECT: WRITE-OFF POLICY AND PROCEDURES

PURPOSE:

This directive establishes policy and procedure regarding uncollectible receivables and other amounts due to the City. The policy is intended to enable the City to reflect the value of its receivables and ensure that resources are used efficiently and not devoted to the recovery of uncollectible receivables. The timely identification of losses is an essential element in appropriately measuring the value of the City's assets. The write-off process is a critical component of that measurement.

POLICY:

City Council may write-off any debt owed to the City and may set limits allowing the Director of Administrative Services to write-off amounts under such a prescribed limit. Delinquent accounts are reviewed by the Collections Officer. When appropriate, unpaid accounts may be assigned to a collections agency. Accounts deemed uncollectible will be written off as bad debt.

No less than annually, the Director of Administrative Services or their designee will present to the City Council all proposed write-offs above \$5,000 for which collection efforts have been exhausted. Amounts under \$5,000 may be written off by the Director of Administrative Services as in coordination with the City Manager and the City Attorney pursuant to procedures developed by the Director.

The following criteria will be used in making any write-off recommendation or decision, regardless of amount:

1. Accounts under \$25 and delinquent for over one year.
2. Forgiveness of debt as approved by the City Council.
3. Costs of further recovery actions will exceed estimated recovery amounts.
4. Accounts that have been subjected to a diligent internal collection effort and then forwarded to a collection agency for additional service.
5. Accounts owed by companies no longer in business and for which collection efforts have failed.
6. Court judgments forwarded to outside collection agency for servicing.
7. Discharged Chapter 7 bankrupt accounts, excluding non-dischargeable debts, i.e., traffic fines, DUI. Bankruptcy Chapters 13 or 11 will have amounts written off if claim filed is denied by the bankruptcy court and further proceedings are determined to be unreasonable.
8. Loans junior to first mortgages that have been foreclosed or sold as short sales.
9. Costs will exceed estimated recovery amounts.
10. Accounts of deceased persons, if the estate cannot pay the debt.
11. Accounts that cannot be substantiated by evidence or are legally without merit.
12. Accounts returned by collection agency as uncollectible, for which no other collection remedy is possible or prudent.

GUIDELINES FOR DUE DILIGENCE DOCUMENTATION:

The Collections Officer must verify when accounts are received:

The departments having outstanding accounts receivable must keep adequate documentation to ensure that due diligence in collection efforts has been exercised. These shall include, but not be limited to:

- Statements or invoices are mailed monthly
- Services have been discontinued for delinquent customers
- Follow-up and/or collection letters must be mailed for all past due accounts with copies maintained for each account
- Departments submitting accounts for write-off must follow up on account status.

GENERAL PROCEDURES:

The initial collection effort will be made by the applicable individual department. Departments will submit accounts for collection to the Collection Officer if: (1) the balance remains unpaid for 30 days and there has been no customer response, or (2) there is a customer response but no payment has been received by the issuing department within 60 days.

Departments will:

1. Provide documentation for balance outstanding.
2. Submit recommendation and reasons to support collection or write-off of an account.
3. Provide full information on account, including contact names, correspondence and other pertinent information.
4. Promptly submit package to Collections Officer after the time periods above have elapsed.
5. The Collections Officer will begin collection processes incorporating previously referenced policy standards.

HOUSING PROCEDURES:

For outstanding housing loans, the City's Housing Division will initiate the authorization of the loan write-off. All write-offs of loan balances will be reviewed and authorized by the City Attorney. The Housing Division will:

1. Provide documentation for loan (copies of promissory notes).
2. Provide full information on account, including contact names, correspondence and other pertinent information.
3. Contact the City Attorney's office to negotiate settlements in full, foreclosures or short sales.
4. Submit recommendation and reasons to support write-off of an account.

COLLECTIONS DIVISION:

A list of write-off requests (accounts less than \$5,000) will be prepared at the completion of each quarterly fiscal cycle. This list must include an itemized list of the uncollectible accounts to be written off, the justification for the write-off, including documentation of collection efforts, the Internal Revenue Code Description and be approved by the Assistant Director of Finance. Documentation of collection efforts may include copies of invoices, collection letters, returned mail, notes from telephone contacts, small claims court judgment, etc.

CRITERIA FOR DENIAL OF WRITE-OFF REQUEST:

1. Insufficient collection efforts have been made or demonstrated.
2. Existence of a lien and future collection is possible.
3. Knowledge that the debt will be collected in the future.
4. Other specific facts and circumstances resulting in a determination that further collection efforts may be in the City's best interests, as determined by the City Manager or the City Attorney.

RESOLUTION NO 2014-130

A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF ESCONDIDO,
CALIFORNIA, ESTABLISHING POLICIES
FOR UNCOLLECTIBLE RECEIVABLES

WHEREAS, the City of Escondido ("City") administers programs and provides services which require the payment of money and the making of arrangements for payments, which includes payment over time, varying amounts of payment, and payment pursuant to other specific conditions; and

WHEREAS, the administration of such financial matters requires procedures for handling receivables and other amounts due to the City which either have the potential to become or have actually become uncollectable; and

WHEREAS, established policies and procedures will reflect the value of such receivables, provide for the timely identification of losses, and thereby assure that City collection resources are not wasted, and City staff time and other resources are used efficiently and economically; and

WHEREAS, such matters are routinely administered on a day-to-day basis by professionals in the City's Finance Department, acting under the authority of the City Manager and the City Council wishes to both establish guidelines as well as vest certain discretion in such officials with respect to the matter of receivables; and

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. The Write-Off Policies and Procedures set forth on Exhibit "A," which is attached and incorporated by this reference, is hereby established as the policy of the City of Escondido, and shall be duly administered by the City's Finance Department acting under the authority of the City Manager.

CITY OF ESCONDIDO

SUBJECT: WRITE-OFF POLICY AND PROCEDURES

PURPOSE:

This directive establishes policy and procedure regarding uncollectible receivables and other amounts due to the City. The policy is intended to enable the City to reflect the value of its receivables and ensure that resources are used efficiently and not devoted to the recovery of uncollectible receivables. The timely identification of losses is an essential element in appropriately measuring the value of the City's assets. The write-off process is a critical component of that measurement.

POLICY:

City Council may write-off any debt owed to the City and may set limits allowing the Director of Administrative Services to write-off amounts under such a prescribed limit. Delinquent accounts are reviewed by the Collections Officer. When appropriate, unpaid accounts may be assigned to a collections agency. Accounts deemed uncollectible will be written off as bad debt.

No less than annually, the Director of Administrative Services or their designee will present to the City Council all proposed write-offs above \$5,000 for which collection efforts have been exhausted. Amounts under \$5,000 may be written off by the Director of Administrative Services as in coordination with the City Manager and the City Attorney pursuant to procedures developed by the Director.

The following criteria will be used in making any write-off recommendation or decision, regardless of amount:

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8. Loans junior to first mortgages that have been foreclosed or sold as short sales.
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- Follow-up and/or collection letters must be mailed for all past due accounts with copies maintained for each account
- Departments submitting accounts for write-off must follow up on account status.

GENERAL PROCEDURES:

The initial collection effort will be made by the applicable individual department. Departments will submit accounts for collection to the Collection Officer if: (1) the balance remains unpaid for 30 days and there has been no customer response, or (2) there is a customer response but no payment has been received by the issuing department within 60 days.

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CRITERIA FOR DENIAL OF WRITE-OFF REQUEST:

1. Insufficient collection efforts have been made or demonstrated.
2. Existence of a lien and future collection is possible.
3. Knowledge that the debt will be collected in the future.
4. Other specific facts and circumstances resulting in a determination that further collection efforts may be in the City's best interests, as determined by the City Manager or the City Attorney.

RENT REVIEW BOARD

For City Clerk's Use:

APPROVED DENIED

Reso No. RRB _____ File No. _____

Ord No. RRB _____

Agenda Item No.: 14
Date: August 20, 2014

TO: Honorable Chairman and Members of the Rent Review Board

FROM: Barbara Redlitz, Director of Community Development

SUBJECT: Short-form Rent Increase Application for Valley Parkway Mobile Home Park (Case Number 0697-20-10004)

RECOMMENDATION:

- Consider the short-form rent increase application submitted by Valley Parkway Mobile Home Park.
- If approved, adopt Rent Review Board Resolution No. 2014-07 granting an increase of seventy-five percent (75%) of the change in the Consumer Price Index, or 2.460% (an average of \$6.16) for the period of December 31, 2011 to December 31, 2013.

INTRODUCTION:

Valley Parkway Mobile Home Park ("Park"), located at 1721 E. Valley Parkway, has filed a short-form rent increase application. The Board is asked to accept the staff report, hear public testimony, and make a determination concerning the request in accordance with the Escondido Rent Protection Ordinance and the short-form procedures as outlined in the Rent Review Board Guidelines. The application and the staff report have been made available to the Board for review and consideration prior to the hearing.

THE RENT INCREASE APPLICATION:

Valley Parkway Mobile Home Park is an all-ages park which has a total of 144 spaces with 140 spaces subject to rent control. The Park is requesting an increase for the 140 rent controlled spaces. The other spaces not included in this application are vacant or occupied by management. The amenities available for the residents include a clubhouse with kitchen, meeting area, and billiards room, a pool, car wash, RV storage area, and coin laundry facilities.

The application meets all the eligibility criteria for submittal of a short-form rent increase application.

PARK OWNER'S REQUEST:

The Park is requesting an increase of 75% of the change in Consumer Price Index for the period of December 31, 2011, to December 31, 2013. Seventy-five percent of the change in the CPI for the period of consideration is 2.460%. The average monthly rent for the residents that are affected by this application is \$454.17. The average monthly increase requested for the 140 spaces is \$11.17 per space, per month.

This is the eleventh rent increase request filed by this Park since the Ordinance was implemented. The last increase was granted in June 2011 for an average amount of \$5.62, per space, per month.

RESIDENT MEETING AND COMMENTS:

All residents affected by this request were invited to attend a meeting in their clubhouse on June 30, 2014 at 6:00 p.m. Seven residents attended the meeting. The meeting was also attended by the Park Managers, Property Manager, and City staff. The application and the short-form hearing procedures were reviewed with the residents in attendance. Discussion included the scope of the Code Enforcement inspection, speeding in the Park, a storage unit kept by Park management, and vegetation in surrounding properties. Iris Hendershot was elected to serve as resident representative this year.

City staff reinforced the Rent Review Board's request that the park representative and resident representative meet at least 21 days before the Rent Review Board meeting to discuss park issues.

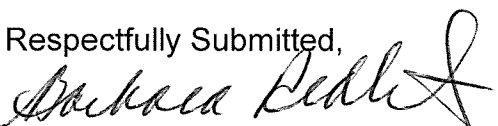
CODE ENFORCEMENT INSPECTION:

An inspection of the common areas of the Park by the Code Enforcement Division of the City noted some violations of the Health and Safety Code. A copy of the Code Report ("Report") is attached as "Exhibit A." The Owner, Resident Manager, and resident representative received a copy of the Report, and were made aware that no rent increase, if granted, may be implemented until the Health and Safety Code violations have been cleared.

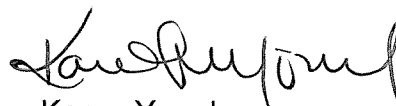
ADDITIONAL FACTORS AFFECTING THE APPLICATION:

In conformance with the Rent Review Board Guidelines, the decision of the Board will be finalized by adoption of the Resolution confirming the findings of the Public Hearing. The Notice of Determination will be mailed to the applicant and residents immediately upon adoption of the Resolution. The Park owner may send the 90-day notice of any rent increase granted to the residents upon the adoption of the Resolution.

Respectfully Submitted,



Barbara Redlitz
Director of Community Development




Karen Youel
Management Analyst



DATE: JULY 9, 2014

TO: HONORABLE CHAIRMAN AND MEMBERS OF THE RENT CONTROL BOARD

FROM: BRIAN GUSTAFSON, CODE ENFORCEMENT MANAGER 

SUBJECT: VALLEY PARKWAY MOBILEHOME PARK RENT CONTROL

Valley Parkway Mobilehome Park was inspected on July 8, 2014, with the lighting inspection conducted the prior evening, as a result of an application for a rent increase having been filed. Sixteen general violations were found along with two lighting violations and noted in the attached inspection report.

The resident representative for the park was contacted and attended the resident meeting on June 30, 2014 along with six other park residents, the park manager and one member of city staff. She advised there were no health & safety concerns. A non-permitted storage unit was reported and has been addressed under a separate case.

There were no code enforcement cases in this park during the past year.

CC: Barbara Redlitz, Director of Community Development
Karen Youel, Rent Control Administration



July 8, 2014

MOBILEHOME PARK RENT CONTROL
CODE ENFORCEMENT INSPECTION REPORT

Park Name: Valley Parkway Mobile Home Park
1721 E. Valley Parkway, Escondido

Park Owner: Clint Lau
c/o Les Frame Management Co.
1635 Aviation Boulevard
Redondo Beach, CA 92078

Park Managers: Ray and Anita Henbest **Phone:** (760) 746-2370

Inspection Date: 7/8/14 **Inspector(s):** Art Stephens
Bill Kaw

The following report is based on the inspection of the mobile home park conducted under provisions outlined in the California Health & Safety Code, Division 13, Part 2.1; the California Code of Regulations, Title 25; the Escondido Zoning Code, Article 45; and the Escondido Municipal Code. This inspection report only addresses health and safety issues that are related to areas for which maintenance, repair and operations is the responsibility of the owners and managers of the park.

General Violations:

1. In the club house remove the screws in the sliding window frames to allow the windows to open and close freely. **25 CCR 1102(a) & 1605 (a) (6).**
2. Repair the broken window crank in the club house. **25 CCR 1102(a) & 1605 (a) (6).**
3. Repair the loose swimming pool ladder. **25 CCR 1608 (a) (6) & 25CCR 1608(i).**
4. Replace the electrical receptacle cover plate with a water tight outdoor cover in the pool equipment area. **25 CCR 1170 (a).**

5. Replace the interior keyed dead bolt lock with a latch type lock in the pool table room. **25 CCR 1102(a).**
6. Trim the bushes at the main exit which are obstructing the line of sight for the sidewalk. **25 CCR 1102(a) & 25 CCR 1605(j).**
7. Trim the bushes growing over the street at the two locations at the Biltmore Ave. intersection. **25 CCR 1102(a) & 25 CCR 1605(j).**
8. Replace the furnace exhaust vent pipe with approved vent pipe material; the current pipe is designed as a dryer vent pipe. **25 CCR 1605 (f) (2).**
9. Repair the cracked concrete drain grate areas at the following areas: Mayflower & Lakewood, Paramount & Biltmore and Angelus & Roadrunner. Clear all debris from grates and drains. Apply concrete patch to reduce trip hazards. **25 CCR 1102 (a)**
10. Replace the three missing window louvers in the laundry room building. **25CCR 1605(a) (6).**
11. Install required damper vents for the dryer vents on the outside of the laundry room. **25 CCR 1605 (f) (2).**
12. Replace light bulb in the laundry building storage room. **25 CCR 1605 (d) (2).**
13. Remove all trash, debris, old carpet padding, and old fixtures in the RV storage area, include debris in the rear of the old Toyota stake bed truck. **25 CCR 1120 (c).**
14. Remove the plastic saw horse from under the camper unit being stored in the RV storage lot. Lower the camper to ground level to reduce safety hazard. **25 CR 1102(a).**
15. Repair the block wall at the n/w corner of the park. Six blocks at the top of the wall are loose. **25 CCR 1102(a).**
16. Repair two pot holes on Mayflower. **25 CCR 1116(a) & 25 CCR 1102(a).**

**Areas of the park needing illumination per 25 CCR 1108
(Lighting Inspection; 07/07/14)**

Two lighting violations were identified. Repair the street lights at #3 Mayflower and #12 Angelus.



MOBILEHOME PARK RENT REVIEW

RESIDENT REPRESENTATIVE REPORT FORM

Park Name Valley Parkway Mobile Home Park

Date of Inspection Tuesday, July 8, 2014 at 8:00am

Resident Representative IRIS HENDERSHOT

This park will be inspected as a result of an application having been filed for a rent increase. The Code Enforcement Division will base their inspection under provisions outlined in the California Health and Safety Code, Division 13, Part 2.1; California Code of Regulations – Title 25, the Escondido Zoning Code, Article XLV; and the Escondido Municipal Code, Section 6-480 Property Maintenance.

The report compiled by the Code Enforcement Division will address the health and safety issues related to the common areas of the mobile home park and those items for which the repair and maintenance is the responsibility of the owners and managers of the park. The attached list is to assist you and the residents in noting your current concerns so that they can be addressed as part of the process.

At the time of the inspections, each item on this list will be discussed with the participants. If it is a violation of Title 25 it will be made part of the Inspection Report.

Occasionally there are no concerns noted by park residents. If that is the case, we ask that you check the appropriate statement below, sign the form and return it to the Code Enforcement Division.

The residents have expressed no specific concerns or issues at this time.

The residents have expressed the specific issues and concerns that are noted on the accompanying pages of this report. *See attached*

Iris Hendershot
Print Name of Resident Representative

Iris Hendershot
Signature

7-8-2014
Date

36 Redwood Ave
Space # / Phone Number
760 839-5744

City of Escondido
Code Enforcement Division
201 N. Broadway
Escondido, CA 92025
(760) 839-4650

RENT CONTROL INSPECTION CHECKLIST RESIDENT COMMENTS

Responsible person: There shall be a person available who shall be responsible for the operation and maintenance of the mobile home park. The person or designee shall reside in parks of 50 units or more, and shall have knowledge of emergency procedures of the park facilities.

Rubbish, accumulation of waste material: The park shall be kept clean and free of the accumulation of refuse, garbage, rubbish, excessive dust or debris.

Drainage: The park common areas and roadways shall be graded and sloped to provide storm drainage runoff. Standing water should evaporate within 72 hours.

poor drainage Street Drain on Mayflower

Building and park lighting: During hours of darkness, artificial lighting shall be maintained in accordance with requirements of Title 25.

Lot address identification: Each lot shall be identified by letters, numbers or a street address mounted in a conspicuous place facing the roadway.

Permanent park buildings: Park buildings, structures and facilities shall be maintained free from hazards.

Emergency information: Emergency information is to be printed and posted in a conspicuous location and shall contain the following telephone numbers/information:

- Fire Department
- Police Department
- Park office
- Responsible person for operation and maintenance
- Code Enforcement
- Park location – address
- Nearest public telephone

Other questions, comments or concerns:

Speed Bumps Needed on Lakewood Ave
From Skyline To Front

Shrub Trained Blocking Views of
Mayflower & Rowanwood & Gilmore

Shrub exit need to be cut lower for
Views of Bicycles



Code Enforcement Division
201 North Broadway, Escondido, CA 92025
Phone: 760-839-4650 Fax: 760-432-6819

August 7, 2014

Mr. Clint F. Lau, President
Les Frame Management Inc.
725 5th St., Suite 4
Hermosa Beach, CA 90254

Ray & Anita Henbest, Managers
Valley Parkway MHP
1721 E. Valley Parkway
Escondido, CA 92027

Dear Sirs/Madam,

This notice is to formally advise you that the violations noted in the rent control inspection report dated July 8, 2014 have been inspected and signed off. The final inspection verifying that all of the corrections have been completed took place on August 6, 2014.

We appreciate having the parks cooperation during this process. Our mutual efforts are important in maintaining safe and healthy parks in our city. Please feel free to call me if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Brian D. Gustafson".

Brian D. Gustafson
Code Enforcement Manager

CC: City Council/Rent Review Board
Karen Youel, Rent Control Administrator

RESOLUTION NO. RRB 2014-07

A RESOLUTION OF THE ESCONDIDO
MOBILEHOME RENT REVIEW BOARD
MAKING FINDINGS AND GRANTING A RENT
INCREASE FOR VALLEY PARKWAY
MOBILEHOME PARK

(Case Number: 0697-20-10004)

WHEREAS, Article V of Chapter 29 of the Escondido Municipal Code is a codification of the Escondido Mobilehome Rent Protection Ordinance ("Ordinance") and provides for mobilehome space rent regulation; and

WHEREAS, the City of Escondido Mobilehome Park Rental Review Board ("Board") is charged with the responsibility of considering applications for rent increases; and

WHEREAS, a short-form Rent Increase Application was filed pursuant to Section 12 of the Rent Review Board Guidelines and accepted on June 9, 2014, by Clint Lau of Les Frames Management, Inc., the representative of the owner of Valley Parkway Mobile Home Park ("Park"). The Park is located at 1721 E Valley Parkway in Escondido. The rent increase applies to 140 of the 144 spaces in the Park; and

WHEREAS, this is the 11th rent increase application filed by the Park since the Ordinance became effective in 1988. The last rent increase was granted by the board at a Rent Review Board Hearing held on June 15, 2011, and formally adopted by Rent Review Board Resolution 2011-04. The increase requested was for 1.393%, or approximately \$5.62 per space, per month; and

WHEREAS, at this time, the average monthly space rent is approximately \$454.17 for the 140 spaces subject to the rent increase. The Park owner requested a

rent increase in the amount of 75% of the change in the Consumer Price Index (CPI) for the period of December 31, 2011, through December 31, 2013, in accordance with the Rent Review Board short-form policy guidelines. The application estimated this amount to be an average of \$11.17 (2.460%) per space, per month; and

WHEREAS, a notice of the Park's Rent Increase Application was sent to all affected homeowners. All parties were given notice of the time, date and place of the rent hearing before the Board; and

WHEREAS, on July 9, 2014, a Mobilehome Park Rent Control Code Enforcement Inspection Report ("Inspection Report") was completed. The Inspection Report noted Health and Safety Code violations in the Park; and

WHEREAS, on August 20, 2014, the Board held its public hearing. After an initial presentation, the Board invited testimony from Park ownership, residents of the Park and other residents of the community at large; and

WHEREAS, after all present had been given an opportunity to speak, the hearing was closed. Following an opportunity for discussion among the Board members and clarifying questions to the parties and Staff, the Board voted to grant an average rent increase of \$11.17 per space, per month, for the 140 spaces which are subject to rent control;

NOW, THEREFORE, BE IT RESOLVED by the Rent Review Board of the City of Escondido, as follows:

1. That the above recitations are true.
2. That the Board has heard and considered all of the reports and testimony presented, and has considered the facts as outlined in the short-form Guidelines

("Guidelines").

3. That following the Guidelines, an increase based on 75% of the change in the Consumer Price Index ("CPI") for San Diego County from December 31, 2011, through December 31, 2013, amounted to 2.460%, which averaged \$11.17 per space, per month, for the 140 spaces that are subject to rent control.

4. The Board concluded that an increase of \$11.17 per space, per month, is consistent with the Guidelines, and is fair, just, and a reasonable increase in light of the information presented by all parties.

5. That the increase may not be implemented until after the health and safety code violations noted in the Inspection Report have been corrected, signed off, and are in compliance with the various state and local code sections as noted in the Inspection.

6. That the increase may be implemented upon the expiration of the required 90-day notice to the residents, which may be issued upon the adoption of this Resolution.

RENT REVIEW BOARD

For City Clerk's Use:

APPROVED DENIED

Reso No. RRB _____ File No. _____

Ord No. RRB _____

Agenda Item No.: 15
Date: August 20, 2014

TO: Honorable Chairman and Members of the Rent Review Board

FROM: Barbara Redlitz, Director of Community Development

SUBJECT: Short-form Rent Increase Application for Mobile Park West (Case Number 0697-20-10005)

RECOMMENDATION:

- Consider the short-form rent increase application submitted for Mobile Park West.
- If approved, adopt Rent Review Board Resolution No. 2014-08 granting an increase of seventy-five percent (75%) of the change in CPI, or 2.460% (an average of \$11.01) for the period December 31, 2011 through December 31, 2013.

INTRODUCTION:

Mobile Park West Mobilehome Park ("Park"), located at 2700 E Valley Parkway, has filed a short-form rent increase application. The Board is asked to accept the staff report, hear public testimony, and make a determination concerning the request in accordance with the Escondido Rent Protection Ordinance and the short-form procedures as outlined in the Rent Review Board Guidelines (Section 12). The application and the staff report have been made available to the Board for review and consideration prior to the hearing.

THE RENT INCREASE APPLICATION:

Mobile Park West is an all-ages park which contains 314 spaces; 203 of the spaces are subject to rent control. The Park is requesting an increase for the 203 rent controlled spaces. The other spaces not included in this application are on long-term leases, are vacant or are occupied by the management. Common facilities include a clubhouse with a kitchen, billiard room, card room, library, arts and crafts room, exercise room, swimming pool and spa and a barbeque area. The Park also has two laundry facilities, two RV storage areas and a car wash facility.

The application meets all the eligibility criteria for submittal of a short-form rent increase application.

PARK OWNER'S REQUEST:

The Park is requesting an increase of 75% of the change in Consumer Price Index for the period of December 31, 2011, to December 31, 2013. Seventy-five percent of the change in the CPI for the

period of consideration is 2.460%. The average monthly rent for the residents that are affected by this application is \$447.36. The average monthly increase requested for the 203 spaces is \$11.01 per space, per month.

This is the tenth rent increase request filed by this Park since the Ordinance was implemented. The last increase was granted in August 2012 for an average amount of \$11.41, per space, per month.

RESIDENT MEETING AND COMMENTS:

Residents of Mobile Park West were invited to attend a meeting in their clubhouse on July 16, 2014, at 6:00 p.m., at which time staff reviewed the short-form hearing and code inspection procedures. Chad Casenhiser, the Owner's representative and the Park manager attended the meeting. Dale Anderson and Ron Cohen (HOA Board President) were elected as resident co-representatives. Approximately 13 residents were in attendance. The resident co-representatives presented management with a list of eleven issues for discussion prior to the Rent Review Board hearing. Residents also discussed frequent water shut offs and have provided a list of dates when water was shut off to the Park. Staff emphasized the need to residents to inform the City as issues occur so that City staff can investigate as appropriate. Residents also spoke about the need for street repaving, as well as the need for consistent enforcement of the Park's Good Neighbor Policy and a better understanding of what constitutes a weekend emergency.

The Park owner's representative and the resident representatives have discussed the resident proposal. Mr. Casenhiser and Mr. Anderson will address the Board at the hearing on August 20, 2014 regarding the status of these negotiations.

CODE INSPECTION REPORT:

An inspection of Park's common areas by the City's Code Enforcement Division noted several violations of the Health and Safety Code. A copy of the Code Report is attached as Exhibit "A." The applicant representative has received a copy of the report, has indicated the violations will be corrected, and is further aware that no rent increase, if any is granted, may be implemented until the Health and Safety Code violations have been cleared.

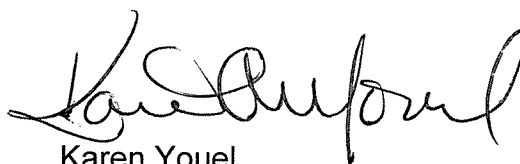
ADDITIONAL FACTORS AFFECTING THE APPLICATION:

In conformance with the Rent Review Board Guidelines, the decision of the Board will be finalized by adoption of the Resolution confirming the findings of the Public Hearing. The Notice of Determination will be mailed to the applicant and residents immediately upon adoption of the Resolution. The Park owner may send the 90-day notice of any rent increase granted to the residents upon the adoption of the Resolution.

Respectfully Submitted,



Barbara Redlitz
Director of Community Development



Karen Youel
Management Analyst



DATE: JULY 24, 2014

TO: HONORABLE CHAIRMAN AND MEMBERS OF THE RENT CONTROL BOARD

FROM: BRIAN GUSTAFSON, CODE ENFORCEMENT MANAGER

SUBJECT: MOBILE PARK WEST RENT CONTROL

Mobile Park West was inspected on July 23, 2014, with the lighting inspection conducted the evening of July 7, 2014. This inspection was a result of an application for a rent increase having been filed. Eleven general violations and four lighting violations were found and noted in the attached inspection report.

The resident meeting was held July 16, 2014 and was attended by thirteen residents, park management and city staff. There were eleven issues brought forth most dealing with park management, but several possible code related issues (fencing, foliage) were addressed during the inspection.

There was one code enforcement case (unpermitted feather flag) in this park during the past year.

CC: Barbara Redlitz, Director of Community Development
Karen Youel, Rent Control Administration



July 24, 2014

MOBILEHOME PARK RENT CONTROL
CODE ENFORCEMENT INSPECTION REPORT

Park Name: Escondido Mobile Park West

Lot Owner: CEJ Management LLC
99 Pacific St., Bldg. 375E
Monterey, CA 93940

Park Manager: Mike Flowers **Phone:** (760) 908-6019

Inspection Date: 07/23/14 **Inspector:** Bill Kaw

The following report is based on inspection of the mobile home park conducted under provisions outlined in the California Health & Safety Code, Division 13, Part 2.1; the California Code of Regulations, Title 25; the Escondido Zoning Code, Article 45; and the Escondido Municipal Code. This inspection report only addresses health and safety issues related to the common facilities and areas in the mobile home park for which maintenance, repair and operations is the responsibility of the owners and managers of the park.

General Violations:

1. Replace the light fixture cover in men's room of the gym. **25 CCR 1605 (d) (2).**
2. Repair the windows in the library, meeting room, and kitchen, to enable each window to open freely. **25 CCR 1605 (a) (6).**
3. Replace the interior keyed dead bolt lock with a latch type lock in the meeting room and laundry rooms. **25 CCR 1102(a).**

4. Repair the loose swimming pool and spa hand rails. **25 CCR 1608 (a) (6) & 25CCR 1608(i).**
5. The pool pumps are missing the required ground bonding conductors in violation of **25 CCR 1162, 25 CCR 1188 (b), 25 CCR 1605 (d) (1)**, per NEC, 2010 Edition, Article 250 and Article 680. Have a licensed Electrician install the ground wires
6. Securely mount the pool equipment alarm. **25 CCR 1102(a)**
7. Repair/replace the wood on the eaves of the north shade structure of the former shuffleboard court. **25 CCR 1605 (b) (6), 25 CCR 1605 (i)**
8. Remove all debris and old fixtures in RV storage lot including those stored on the flatbed trailer. **25 CCR 1102(a)**
9. Trim overgrown vegetation that is obstructing the view of the stop signs in next to spaces 170 and 275. **25 CCR 1102(a), 25 CCR 1605(j)**
10. Repair the broken block on the wall next to the pool equipment stairs. **25 CCR 1102(a).**
11. Paint a caution stripe along uneven concrete edge of bottom stair on the north side the old shuffle board area. **25 CCR 1102 (a).**

**Areas of the park needing illumination per 25 CCR 1108
(Lighting Inspection; 07/07/14)**

Four lighting violations were identified. Repair the street lights at spaces # 1, 155, 169, and 251.

7/21 KAREN Youel

MOBILEHOME PARK RENT REVIEW

RESIDENT REPRESENTATIVE REPORT FORM

Park Name MobilePark West Mobile Home Park

Date of Inspection Tuesday, July ²³~~22~~, 2014 at 9:00am

Resident Representative RON COHEN & DALE ANDERSON

This park will be inspected as a result of an application having been filed for a rent increase. The Code Enforcement Division will base their inspection under provisions outlined in the California Health and Safety Code, Division 13, Part 2.1; California Code of Regulations – Title 25, the Escondido Zoning Code, Article XLV; and the Escondido Municipal Code, Section 6-480 Property Maintenance.

The report compiled by the Code Enforcement Division will address the health and safety issues related to the common areas of the mobile home park and those items for which the repair and maintenance is the responsibility of the owners and managers of the park. The attached list is to assist you and the residents in noting your current concerns so that they can be addressed as part of the process.

At the time of the inspections, each item on this list will be discussed with the participants. If it is a violation of Title 25 it will be made part of the Inspection Report.

Occasionally there are no concerns noted by park residents. If that is the case, we ask that you check the appropriate statement below, sign the form and return it to the Code Enforcement Division.

The residents have expressed no specific concerns or issues at this time.

The residents have expressed the specific issues and concerns that are noted on the accompanying pages of this report.

RON COHEN & DALE ANDERSON
Print Name of Resident Representative

Ron Cohen
Dale
Signature

7-20-14
Date

243 760-746-3483
Space # / Phone Number
* 171 760-310-0776

City of Escondido
Code Enforcement Division
201 N. Broadway
Escondido, CA 92025
(760) 839-4650

RENT CONTROL INSPECTION CHECKLIST RESIDENT COMMENTS

Responsible person: There shall be a person available who shall be responsible for the operation and maintenance of the mobile home park. The person or designee shall reside in parks of 50 units or more, and shall have knowledge of emergency procedures of the park facilities.

MILE FLOWERS

Rubbish, accumulation of waste material: The park shall be kept clean and free of the accumulation of refuse, garbage, rubbish, excessive dust or debris.

TRASH CAN'S NOT EMPTIED DAILY
TOP POOL FILTER ROOM NOT CLEANED DAILY / WEEKLY
BEHIND + UNDER WASHES NOT CLEANED WEEKLY
STORM DRAINS @ SP# 163, 170 + 279 FILLED WITH LEAVES, ETC

Drainage: The park common areas and roadways shall be graded and sloped to provide storm drainage runoff. Standing water should evaporate within 72 hours.

OK

Building and park lighting: During hours of darkness, artificial lighting shall be maintained in accordance with requirements of Title 25.

POOL + SPA NOT LIGHTED ENOUGH AT NIGHT
LIGHTS NOT WORKING IN AREA NEXT TO SPA
ALL STREET LAMPS NEED CLEANING
LIGHT UNDER ROOF IN KIDS PLAY AREA NEED CLEANING

Lot address identification: Each lot shall be identified by letters, numbers or a street address mounted in a conspicuous place facing the roadway.

OK

Permanent park buildings: Park buildings, structures and facilities shall be maintained free from hazards.

CAR WASH NEEDS GROUND COVER ON WEST SIDE
TRUCKS HAVE DEBRIS
2 WHEEL TRUCK DROVE FELL FROM ROOF OVER KIDS PLAY AREA
BBQ'S IN PUBLIC AREA NOT CHECKED & NEED GRASS OR CEMENT
EXERCISE EQUIPMENT NOT WIPED DOWN ON DAILY BASES
BURN BARNS NEED WOOD REPAIRED & STAIRED - MEN'S WONT MAKE STEAM
POOL WSPA HAVE GREEN RING
STEPS TO KIDS PLAY AREA FROM NORTH SIDE NEED REPAIRS

Emergency information: Emergency information is to be printed and posted in a conspicuous location and shall contain the following telephone numbers/information:

- Fire Department
- Police Department
- Park office
- Responsible person for operation and maintenance
- Code Enforcement
- Park location - address
- Nearest public telephone

OK

Other questions, comments or concerns:

PIT bull ATTACKS
DANGEROUS HORSES
STOP SIGNS @ 170, 209, 225 & 275 problem in
FRONT SIDEWALKS NEED MAINT WORK SP 3, 8, 7, 21, 86, 100
125, 140, 149, 209, 227 & 257
PET hole sp 252



Code Enforcement Division
201 North Broadway, Escondido, CA 92025
Phone: 760-839-4650 Fax: 760-432-6819

August 6, 2014

Escondido MobilePark West
2700 E. Valley Parkway
Escondido, CA 92027
Attn: Mike Flowers, Park Manager

Bessire & Casenhiser, Inc.
Att: Chad Casenhiser
430 S. San Dimas Ave.
San Dimas, CA 91773

Dear Mike,

This notice is to formally advise you that all violations noted in the rent control inspection report dated July 24, 2014 have now been inspected and signed off. The final inspection took place on August 5, 2014.

We appreciate having the parks cooperation during this process. Our mutual efforts are important in maintaining safe and healthy parks in our city.

Sincerely,

A handwritten signature in black ink, appearing to read "Brian Gustafson".

Brian Gustafson
Code Enforcement Manager

CC: City Council/Rent Review Board
Karen Youel, Rent Control Administrator

RESOLUTION NO. RRB 2014-08

A RESOLUTION OF THE ESCONDIDO
MOBILEHOME RENT REVIEW BOARD
MAKING FINDINGS AND GRANTING A
RENT INCREASE FOR ESCONDIDO
MOBILE PARK WEST MOBILEHOME PARK

WHEREAS, Article V of Chapter 29 of the Escondido Municipal Code is a codification of the Escondido Mobilehome Rent Protection Ordinance ("Ordinance") and provides for mobilehome space rent regulation; and

WHEREAS, the City of Escondido Mobilehome Park Rental Review Board ("Board") is charged with the responsibility of considering applications for rent increases; and

WHEREAS, a short-form rent increase application pursuant to Section 12 of the Rent Review Board Guidelines was filed on May 30, 2014, and amended on June 30, 2014, by Chad Casenhiser, the Owner's representative of Mobile Park West Mobilehome Park ("Park"), located at 2700 E. Valley Parkway in Escondido. The short-form rent increase applies to 203 of the 314 spaces; and

WHEREAS, this is the tenth rent increase application filed by the Park since the Ordinance became effective in 1988. The last short-form rent increase of 2.989%, or approximately \$11.41 per space, per month, was granted at a Rent Review Board Hearing held on August 15, 2012, and formally adopted by Rent Review Board Resolution 2012-09; and

WHEREAS, at the time of the current short-form rent increase application, the average monthly space rent was \$447.36 for the 203 spaces subject to the rent

increase. The owner requested a rent increase in the amount of seventy-five percent (75%) of the change in the Consumer Price Index ("CPI") for the period December 31, 2011, through December 31, 2013, in accordance with the Rent Review Board short-form policy guidelines. The short-form rent increase application estimated this amount to be an increase of 2.460% per space, per month (an average of \$11.01 per space, per month); and

WHEREAS, a notice of the Park's Short-form Rent Increase Application was sent to all affected homeowners. All parties were given notice of the time, date, and place of the rent hearing before the Board; and

WHEREAS, on July 23, 2014, a Mobilehome Park Rent Review Code Enforcement Inspection Report ("Inspection Report") was completed and it noted health and safety code violations in the Park; and

WHEREAS, on August 20, 2014, the Board held its public hearing and after an initial staff presentation, the Board invited testimony from the Park owner's representative, residents of the Park, and other residents of the community at large; and

WHEREAS, after all present had been given an opportunity to speak, the hearing was closed. Following an opportunity for discussion among the Board members and clarifying questions to the parties and Staff, the Board voted to grant an increase of 2.460%, an average of \$11.01 per space, per month, for the 203 spaces which are subject to a rent increase.

NOW, THEREFORE, BE IT RESOLVED by the Rent Review Board of the City of Escondido, as follows:

1. That the above recitations are true.
2. That the Board has heard and considered all of the reports and testimony presented, and has considered the facts as outlined in the short-form Guidelines ("Guidelines").
3. That following the Guidelines, an increase based on seventy-five percent (75%) of the change in the CPI for San Diego County from December 31, 2011, through December 31, 2013, would amount to 2.460%, which averages \$11.01 per space, per month, for the 203 spaces that are subject to a rent increase.
4. That the Board concluded that an increase of 2.460% is consistent with the Guidelines, and is fair, just, and a reasonable increase in light of the information presented by all parties.
5. That the short-form rent increase may not be implemented until after the health and safety code violations noted in the Inspection Report have been corrected, signed off, and are in compliance with the various state and local code sections as noted in the Inspection Report.
6. That the short-form rent increase may be implemented upon the expiration of the required 90-day notice to the residents, which may be issued upon the adoption of this Resolution.



FUTURE CITY COUNCIL AGENDA ITEMS
August 14, 2014

*AGENDA ITEMS AND COUNCIL MEETING DATES ARE SUBJECT TO
CHANGE. CHECK WITH THE CITY CLERK'S OFFICE AT 839-4617*

August 27, 2014
4:30 p.m. Town Hall Meeting

September 3, 2014
No Meeting (Labor Day)



City Manager's WEEKLY UPDATE to City Council

August 13, 2014

ECONOMIC DEVELOPMENT

- The next meeting of the Economic Development Subcommittee will be held on Thursday, August 21, in the City Manager's Conference Room.
- This weekend, August 16th & 17th, Ryan Park will be hosting Cal South Regional league games. Teams will be traveling in from all over the western region of the United States to compete at the youth premier level for soccer. They will be using all 8 fields from 9:00 a.m. to 4:30 p.m. on both Saturday and Sunday. We expect a very high level of play out of the 40 teams. It is estimated there will be about 2,000 players and spectators in the Ryan Park area over the weekend.
- Since 2010, craft brewing in San Diego County has soared, creating hundreds of new jobs and fostering millions of dollars in new investment. As a region, North County has benefited from this investment. The National University System Institute for Policy Research, in partnership with the San Diego North Economic Development Council, used business records and survey data to measure how North County is participating in the business of craft brewing. The full report is here:
[http://kpbs.media.clients.ellingtoncms.com/news/documents/2014/08/07/SDNEDC Fina I NC Craft Brew.pdf](http://kpbs.media.clients.ellingtoncms.com/news/documents/2014/08/07/SDNEDC_Fina%20I%20NC%20Craft%20Brew.pdf)

SPECIAL EVENTS

- Neighborhood Appreciation Day – Saturday, August 16th in Grape Day Park, hosted by Intercession Church from 10:00 a.m. – 3 p.m. The event is free and open to the public, with activities for children and families.

COMMUNITY DEVELOPMENT

Planning:

- E. Valley Overlay Area. They are aware of the commercial code amendment approved last week and that a CUP will be required for any commercially zoned site. They said that the County would be the lead agency and Escondido a responsible agency.
- On 8-12-14, the Planning Commission recommended approval of proposed Pickering annexation, 13-lot subdivision, development agreement terms and associated MND by a vote of 5-0 (Weber and Hale absent). The project is tentatively scheduled for City Council hearing on 9-10-14. The commission also considered an appeal of a land use determination made by the Director of Community Development regarding a proposed 99 Cents Only store in the former Fresh and Easy building at 415 N. Ash Street. The Director's determination found the proposed store was a "retail use with across the board maximum pricing or 'everything under' pricing" and was specifically prohibited in the East Valley Parkway Area Plan. The commission voted 4-0 (Weber and Hale



City Manager's WEEKLY UPDATE to City Council

absent, McQuead abstain) to overturn the Director's decision with a finding that 99 Cent Store is not a retailer defined by the area plan prohibition, thereby allowing the business. The action is final unless appealed within ten days.

- **Major Projects Update:**

- Oak Creek (NUW) – The Notice of Availability of the Draft EIR (copy attached) has been mailed; the public review period runs from August 15 to September 29, 2014. The document has been transmitted to the State Clearinghouse and is posted on the City's website at the following link: [http://www.escondido.org/Data/Sites/1/media/pdfs/Planning/oakcreek/CD/INDEX - Report Navigatoin.pdf](http://www.escondido.org/Data/Sites/1/media/pdfs/Planning/oakcreek/CD/INDEX-Report_Navigatoin.pdf).
- Amanda Lane (NUW) – The application remains incomplete, pending submittal of the necessary letters of permission and easements for offsite improvements, to avoid potential condemnation issues. The project will likely be affected by the Rincon del Diablo MWD Level 2 Drought Alert which suspends consideration of water availability certifications for all commercial and residential projects of more than one home.
- Centerpointe 78 Commercial: – Staff continues to coordinate with the applicant's traffic consultant regarding the traffic impacts and mitigation measures in order to finalize the traffic study for inclusion in the Draft EIR.
- North Broadway Deficiency Area Projects: – The Pickering annexation is tentatively scheduled for City Council hearing on 9-10-14. The application for the Zenner annexation and the associated 40-unit subdivision at Vista Ave. and Lehner Ave. remains incomplete, pending submittal of letters of permission for offsite improvements, to avoid condemnation issues.
- San Diego Veterans Village: Staff has completed review of the initial submittal and provided comments of the proposed Planned Development application for a mixed-use project at 1556 S. Escondido Boulevard. The proposal involves 1.8 acres, 64 multi-family units and 1,690 SF for retail along Escondido Blvd, and includes retention of the adobe office (former offices of Weir Brothers Construction, which used adobe blocks as their signature building material) and demolition of the adobe residences. The applicant is evaluating potential revisions to address the HPC comments regarding the proposed demolition of several historic adobe structures and to address Fire Department concerns.

Building Division:

- The Building Department had busy week, issuing 94 permits for the week with a total valuation of \$318,953. Inspections and counter contacts were steady with average daily inspections of 25 with 33 on Friday and average daily counter contacts of 33 with 26 on Friday.



City Manager's WEEKLY UPDATE to City Council

- 20 Photovoltaic permits were issued last week, with 387 so far this year.
- The Classical Academy at 207 E. Pennsylvania will be requesting a Temporary Certificate of Occupancy for the north wing of the school this week.
- Building has issued 12 more housing units this year than the same time last year and the valuations of all permits has increase by \$6,176,000 from the same time last year. Building has issued 297 more permits this year than the same time last year.

Code Enforcement:

- The Quarterly Report of Code Enforcement Activity is attached.

UTILITIES UPDATE

Attached is a fact sheet regarding the Regional General Permit.

PUBLIC WORKS UPDATE

Capital Improvement Projects:

2013/2014 Street Maintenance Project:

This week the contractor completed the first phase of the streets near Orange Glen Elementary and started in the Oak Hill neighborhood between Midway and Boyle Avenue.

Red Flex Camera Removal:

The contractor is completing punch list items.

Maple Street Pedestrian Plaza Modifications:

The project bid opening is scheduled for Thursday, August 28. The project consists of the modification of the water fountain to control water from leaving the water feature area. It will also include the repair and replacement of 180 damaged paver tiles within the plaza and the modification of the 4 pedestrian ramps located at Grand Avenue and Valley Parkway.

Private Development:

Lincoln Avenue @ Goldenrod Street 16" Gas Main Inspection:

SDG&E has permits to start excavation of a launch pit on Goldenrod Street on Monday August 11. The work will require a day time closure of Goldenrod Street between Lincoln Avenue and Iris Lane. The work is proceeding and is on schedule.

Rincon del Diablo Recycled Water Main Extension:

Construction of a 3300' section of 4" recycled water main began on Monday July 7 along Gary Lane at Nutmeg Street in the Country Club area. All pipeline material is installed and tested



City Manager's WEEKLY UPDATE to City Council

with the tie ins to the operating system Tuesday August 5. The permanent repairs to the public roadway have not started.

Pub Works Operations:

- Public Works Operations is recruiting for 2 positions: A part time Department Specialist/Administrative Aide to replace Lisette Hurst, who will be transferring to the Recycle Team at Public Works/Maintenance and a full time Maintenance Technician I/II to replace Allena Watson who recently retired.
- The Call Center staff created 278 Service Requests during the week ending August 8th.
- Six new trees of various species were planted on Emberwood Way as replacements for tree which had been removed.
- 280 storm drain inlet boxes were inspected as part of the NPDES storm water requirements in the south eastern portion of the City.
- The concrete crew completed a project on Summercreek Way that included the removal of existing sidewalk panels and a driveway apron due to root damage, root pruning, and replacement of the sidewalk and driveway apron.
- As of August 8, 52 dead trees have been removed for the list of dead trees generated by the recently completed Urban Forest Tree Inventory Maintenance Program.
- 16 queen palms were pruned on Valley Parkway between Rose and Fig and another 2 were pruned at 2601 O'Brian Place.
- 504 cubic yards of silt were removed from the pile at Eagle Scout Lake in Kit Carson Park and moved to Ryan Park.
- 16 tons of asphalt pavement was placed in potholes and street repairs for the Utility Department at various locations throughout the City.

PUBLIC SAFETY

Police:

- Sgt. Ed Varso graduated from the Sherman Block Supervisory Leadership Institute-Class 354.
- The Police Department participated in National Night Out with displays at both Grape Day Park and the Police and Fire Headquarters.
- Dylan Boylan and Rebecca Naranjo both graduated from the 99th Regional Police Academy on 8/7.

Fire:

- We still have ten firefighters assigned to fires in Central and Northern California.

###



CITY OF ESCONDIDO
 PLANNING DIVISION
 201 NORTH BROADWAY
 ESCONDIDO, CA 92025-2798
 (760) 839-4671

NOTICE OF AVAILABILITY OF THE DRAFT ENVIRONMENTAL IMPACT REPORT FOR THE OAK CREEK RESIDENTIAL PROJECT – SUB 13-0002 (SCH #2014041092)

The City of Escondido (City), as lead agency pursuant to the California Environmental Quality Act of 1970 (CEQA) statues (Cal. Pub. Res. Code § 21 et seq., as amended) and implementing guidelines (Cal. Code Regs., Title 14, § 15000 et seq.) (1998) has prepared a Draft Environmental Impact Report (EIR) for the Oak Creek Residential Project that is now available for public review and comment.

The proposed project is a 65-lot Tentative Map for single-family residential development of a 41.4-acre property in conjunction with a reorganization and annexation of the property from the County of San Diego to the City of Escondido. Proposed residential lot sizes range from approximately 10,349 SF to 33,338 SF. Access to the project site would be provided from a single gated entrance on Felicita Road with two emergency access gates located on Hamilton Lane at the end of project cul-de-sacs. Other project components include pre-zoning the project site to PD-R (Planned Development-Residential), a Preliminary, Master and Precise Development Plan, a Specific Alignment Plan to modify street standards for Felicita Road and Hamilton Lane, a Traffic Calming Plan for Felicita Road, Grading Exemptions for cut slopes up to 35 feet high and fill slopes up to 18 feet in height, and restoration and enhancement of the two creeks and seasonal pond on the site. Additionally, the reorganization includes annexation of the approximately 2.34 acre Challice Unitarian Universalist Congregation property into the City of Escondido, which would be prezoned to RE-20 (Residential Estates – 20,000 SF minimum lot size).

The Draft EIR evaluates the environmental impacts associated with project implementation. The Draft EIR includes the analysis of project impacts associated with Aesthetics, Agricultural Resources, Air Quality, Biological Resources, Cultural Resources, Geology/Soils, Greenhouse Gas Emissions, Hazards/Hazardous Materials, Hydrology/Water Quality, Land Use, Noise, Municipal Services/Utilities, Population and Housing, Recreation, and Transportation/Traffic. It is anticipated the Escondido Planning Commission will hold a public hearing to consider the proposed project and Final EIR in November of 2014.

In accordance with §15105 of the CEQA Guidelines, this public notice officially notifies the general public, public agencies, and interested individuals and organizations that a 45-day public review period will begin on August 15, 2014 and end on September 29, 2014. The draft EIR may be viewed on the City's website at <http://www.escondido.org/Data/Sites/1/media/pdfs/Planning/oakcreek/CD/INDEX - Report Navigatoin.pdf> or by navigating to www.escondido.org (from the main page, click on "City Departments," then "Community Development," then "Planning," and scroll down to "Projects/Oak Creek"). Hardcopies of the draft EIR and associated documents are available at the following locations during normal business hours: Escondido Public Library (239 S. Kalmia Street) and Escondido City Hall (201 N. Broadway). The public review period is your opportunity to provide comments on issues related to the proposed project. Written comments regarding the adequacy of this draft EIR must be received by September 29, 2014.

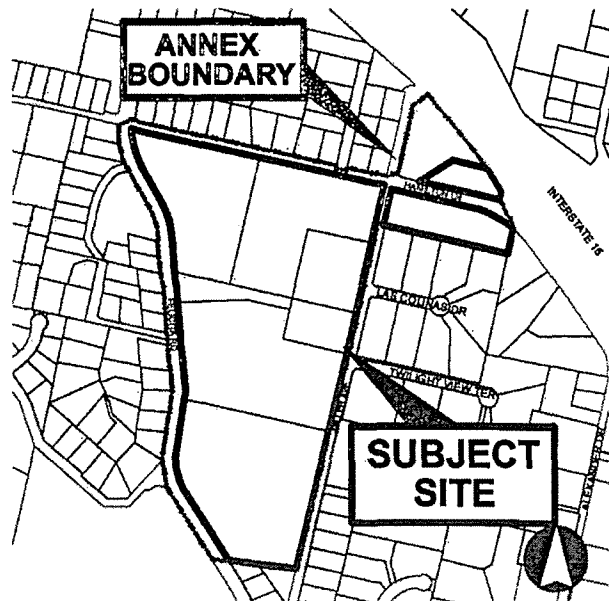
Comments should be addressed or e-mailed to:

Bill Martin
 Deputy Planning Director
 City of Escondido
 201 North Broadway
 Escondido, CA 92025
Bmartin@escondido.org

Case File No.: SUB 13-0002; ENV 13-0006

Date: August 11, 2014

Bill Martin
 Deputy Planning Director
 City of Escondido Planning Division



Monthly Division Statistics	2014												Total or Avg.	1st Qtr	2nd Qtr	3rd Qtr
	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec				
Cases Received	210	227	257	224	264	352	280						1814	694	840	
Cases Closed	227	217	245	164	205	228	236						1522	689	597	
Pro-Active	48	34	47	38	58	112	58						395	129	208	
Active Cases (sampled only)	352	331	316	377	365	434	476						379	230	392	
Referred for Legal Action	6	4	2	1	6	2	6						27	0	0	
Building Code	7	15	6	8	11	6	9						62	28	25	
Municipal Code	117	110	124	118	111	195	151						926	351	424	
Zoning Code	34	33	42	53	30	65	30						287	109	148	
NPDES	0	0	0	0	0	0	0						0	0	0	
Housing Code	6	4	15	9	12	10	10						66	25	31	
Graffiti	9	20	19	18	14	18	12						110	48	50	
Vehicle Abatement Cases	2	1	10	10	4	19	19						46	13	14	
Title 25 Cases	1	1	5	5	12	3	60						87	7	20	
Inspections Performed	390	337	393	359	473	353	396						2701	1120	1185	
Average # Days Cases Open	59	55	49	33	65	51	54						52	54	50	
Parking Citations	8	12	11	4	7	6	7						55	0	0	
Administrative Citations	6	7	6	11	16	11	5						62	31	17	
Admin. Fine \$ Totals	\$ 600.00	\$ 700.00	\$ 600.00	\$ 800.00	\$ 700.00	\$ 1,000.00	\$ 500.00						\$ 4,900.00	\$ 1,900.00	\$ 2,500.00	
Shopping Carts Retrieved													0	0	0	
New B/L Applications	204	153	188	221	185	169	165						1285	545	575	
New B/L Issued	176	203	176	218	210	171	173						1327	555	599	
Renewals Received	668	749	693	719	670	758	701						4958	2110	2147	
Total Licensed Businesses	9380	9445	9432	9478	9519	9519	9540						9473	9419	28516	

Regional General Permit – Channel Maintenance Fact Sheet

Regional General Permit (RGP) Approach

The City of Escondido is required to obtain environmental permits from state and federal agencies prior to removing vegetation or sediment from waterways, wetlands, and concrete channels. Staff identified project areas for 63 sites which require regular channel maintenance and could be included in a Regional General Permit (RGP). The RGP will allow for regular maintenance of all approved sites for a period of 5 years, with an opportunity for streamlined time extensions at 5 year intervals. This approach, while burdensome in initial stages, is anticipated to save the city countless administrative hours applying for individual permits for all sites on a case-by-case basis.

Regulations and Agencies

Permit approval, annual reporting, and documentation are required by multiple regulatory agencies:

- San Diego Regional Water Quality Control Board – Clean Water Act Sec. 401 (discharge to water)
- United States Army Corps of Engineers – Clean Water Act Sec. 404 (discharge of fill; wetlands)
- California Department of Fish & Wildlife – Fish & Game Code Sec. 1602 (streambed alteration)
- United States Fish & Wildlife Service – Endangered Species Act Sec. 7 (endangered species)
- California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA)

Maintenance Sites

63 sites are covered by the RGP (Attachment A). Staff is negotiating with the agencies to allow for additional maintenance sites as needed. Providing the maintenance activities have a “similar impact” to the approved sites, new locations may be included in the annual work plan.

For creek areas which include wide swaths of relatively undisturbed habitat (e.g. Reidy Creek behind Morning View Drive, Escondido Creek at Harmony Grove, and parts of Kit Carson Creek), environmental permitting would likely need to be pursued individually and may require additional mitigation due to the presence of valued endangered species habitat. Pursuit of permits for disturbing those areas will only be considered if a flooding danger exists. Note that hand removal of invasive vegetation, dead native vegetation, and trash/debris is allowed without a permit and Public Works may consider this short-term option to address sensitive sites and the RGP sites prior to permit approval.

Mitigation Measures & Best Management Practices (BMPs)

The regulatory agencies will require that the City adhere to strict mitigation measures to minimize impacts on water quality and incidental take of endangered species or their habitat. Some of these mitigation measures include: biological monitors on site to monitor for endangered bird nests and plants, paleontological and cultural monitors to monitor for buried artifacts or remains, and extensive activity Best Management Practices (BMPs) to prevent discharges. BMPs may include: diversion of water flow, proper spoils management, downstream weirs for settling of solids, avoidance of sensitive areas identified by the biological monitor, and more. Compliance must be documented with photographs and field reports to demonstrate that City activities are not discharging sediment or pollutants to the creek. The City must notify the Agencies in advance of planned maintenance activities in an annual work plan, and progress and compliance must be demonstrated in annual reports.

Mitigation Site – Kit Carson Creek

Channel maintenance activities in the RGP have the potential to impact a total of 74.25 acres of waters of the United States, the majority of which is concrete-lined channel. The Regional Board has verbally agreed with the City that removing vegetation and sediment from serviceable concrete lined channels, such as Escondido Creek, should not require off-site mitigation in addition to BMP implementation.

Potential impacts to 1.39 acres of habitat, generally sites with endangered species habitat and earthen or combination earthen/concrete channels, will require mitigation at an off-site location. Depending on the type of habitat and type of mitigation (restoration/creation or enhancement), compensation for impacts are calculated via mitigation:impact ratios ranging from 2:1 to 1:1.

The City will be credited for an extra 0.84 acres of restoration/creation at the Kit Carson/Sand Lake mitigation site installed in Fall 2012. The City is proposing an additional 0.91 acre mitigation project (Attachment B) which includes:

- 0.60 acres of restoration/creation – non-native arundo (*Arundo donax*) stands surrounding Sand Lake will be removed and controlled, and native planting and seeding will occur in the place of the invasive plant. See red “arundo” areas in Attachment B.
- 0.31 acres of enhancement – scattered exotic plants will be removed and controlled to enhance existing habitat. See blue hashed “enhancement” areas in Attachment B.

Public Works and Environmental Programs Coordination

Public Works and Environmental Programs staff meets monthly to prepare for approval of the permit and discuss maintenance priorities. Staff is reviewing the activities at each site to define reporting systems, including field forms and tracking spreadsheets for BMP implementation. Furthermore, staff is prioritizing sites based on flood/vector risk, bird nesting season, seasonal flow, and other factors.

Timeline

- 2009/2010 – Initial research into RGP approach and required analysis. Initiate Phase I.
- February 2011 – Pre-Application meeting with regulatory agencies: Regional Water Quality Control Board (RWQCB), Army Corps of Engineers (USACE), CA Dept. of Fish & Wildlife (CDFW).
- June 2011 – Phase I report complete (wetland delineation and habitat assessment).
- July 2011 – presented project to City Council, requested support for Phase II of project.
- February 2013 – Phase II report complete: refine site impacts, mitigation plans, and NEPA/CEQA.
- April 2013 – Permit applications submitted to all agencies.
- June 2013 – Mitigation Plan finalized and submitted to agencies.
- August 2013 – Receive Draft Streambed Alteration Agreement from CDFW.
- August 2013 – 401 Application deemed complete by RWQCB.
- September, November 2013 – Meeting, site visit with RWQCB staff.
- December 2013 – USACE begins informal consultation with US Fish & Wildlife Service.
- May 2014 – Briefed newly-assigned project manager for ACOE. Estimate Fall 2014 completion.
- May 2014 – Verbal approval of mitigation ratios by RWQCB staff. Estimate Fall 2014 completion.

Attachment B – Kit Carson Mitigation Site



Figure 3
 Escondido Channel Maintenance Project
 Proposed Wetland Mitigation Areas in Kit Carson Park

Escondido Channel Maintenance Project Wetland Mitigation Plan
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