

City of Port Hueneme

"The Friendly City by the Sea"

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City of Port Hueneme

MISSION STATEMENT

The City of Port Hueneme is committed to enhancing the quality of life of our citizens, employees, and visitors in an environment of courtesy, integrity, respect, and safety. We recognize the critical importance of working in partnership with the citizens, employees, visitors, and business community in developing a diverse, economically stable City. We also recognize the diversity of the workplace by creating an atmosphere that respects the human dignity and spirit of all without regard to race, religion, national origin, age, gender, sexual orientation, or physical attributes.



City of Port Hueneme

OPERATING BUDGET FY 2016-17

CITY COUNCIL



Jonathan Sharkey
Mayor Pro Tem



Sylvia Munoz
Schnopp
Council Member



Douglas Breeze
Mayor



Jim Hensley
Council Member



Tom Figg
Council Member

Interim City Manager

John Baker

Department Directors

Carmen Nichols – Deputy City Manager

Alvin Burrell – Interim Finance/Housing Director

Robert Albertson – Interim Police Chief

City of Port Hueneme

"The Friendly City by the Sea"

ABOUT THE CITY

The **City of Port Hueneme** (pronounced "Why-nee-mee") is a unique community along Ventura County's Gold Coast just south of the City of Oxnard and Channel Islands Harbor. Port Hueneme is unique because of its rich history, culture, and traditions, dating back to the Chumash Indians who made their home here for centuries and because of its long-established, close relationship with the U.S. Navy's Port Hueneme and Point Mugu naval facilities.

As a *new resident or business*, or someone who may be considering a move to Port Hueneme, the City Council and Chamber of Commerce warmly welcome you to our fine community. Soon you will find that the quality of life in Port Hueneme is one-of-a-kind. Those who live or work here benefit from the City's small-town atmosphere, affordable housing, diverse economy, temperate climate, clean air, low crime, quality education, and plentiful recreation. The City takes great pride in its consumer service practices and personifies the concept of "customer as client." In this tradition, the following information is offered to better acquaint you with the community.



Geographically, Port Hueneme has a total land area of 4.5 square miles; living proof that small is beautiful. What it lacks in size, the City more than compensates in spirit and vitality. With its emphasis on quality of life, the City is widely admired for its redevelopment and revitalization efforts, the natural beauty of its beach, the largest commercial deep-water port between Los Angeles and San Francisco, the caliber of public facilities, and the unifying theme of its public streetscape. Together, these ingredients provide the recipe for one of California's most livable places.

Housing in Port Hueneme is affordable and convenient. The residents of Port Hueneme enjoy quality, coastal-community living for a remarkably reasonable cost – especially when compared to the high-priced communities both to the north and south of the City. In fact, Port Hueneme has the most affordable housing and broadest mix of dwellings in all of Ventura County. Residents have their choice of beachfront condominiums, contemporary single-family residences, and low-rise apartments. Since approximately 50% of residential property is rental, housing is readily available to buyers and renters alike.

City of Port Hueneme

"The Friendly City by the Sea"

ABOUT THE CITY

The City is home to plentiful *recreation* for everyone to enjoy. Port Hueneme is home to the only City-owned and maintained beach park in Ventura County. The City's 90 acres of park land exceeds the statewide norm by more than one-third. Local facilities include a community center, library, historical museum, and Boys and Girls Club, as shown in the diagram:

Parks

- 1 Bolker Park
- 2 Bubbling Springs
- 3 Bubbling Spring
Recreational Corridor
- 4 Dewar Park
- 5 Moranda Park
- 6 Hueneme Beach

Community Buildings

- 7 Orvene S Carpenter
Community Center
- 8 Ray D. Prueter Library
- 9 Boys and Girls Club
- 10 City Hall/Civic Center
- 11 Historical Museum

Elementary Schools

- 12 Sunkist
- 13 Parkview
- 14 Bard
- 15 Hueneme





BUDGET MESSAGE

July 2016

Introduction

Honorable Mayor and Members of the City Council, on behalf of City staff I am pleased to present the Fiscal Year 2016-17 Budget for the City of Port Hueneme for your review and approval. The proposed FY 2016-17 City budget totals \$42,626,108 with \$15,842,929 of that amount designated as the General Fund. General Fund revenues for FY 2016-17 are estimated at \$16,128,324 or a positive balance of \$285,395. With the receipt of one-time money for insurance reimbursement for pier expenditures, the actual amount that should result in \$985,395 being added to the General Fund reserve that was depleted by \$1.6 million in the FY 2015-16 budget.

FY 2016-17 Budget Overview

In April of 2015 the City Council of Port Hueneme set its strategic goals for Fiscal Year 2015-16. We continue to follow those goals in the preparation of the Fiscal Year (FY) 2016-17 budget. As a reminder they are as follows:

1. Promotion of our coastal amenities
2. A sustainable financial and economic stability
3. Promotion of a high performing organization
4. Maintain infrastructure at high level
5. Enhancement of Public Relations, information

To the extent possible, all aspects of the proposed budget for FY 2016-17 are designed to address these goals. At this point in time City of Port Hueneme has accommodated the goals by drawing down General Fund (GF) reserves – a practice that

leads to organizational instability if it continues.

To eliminate the draw down, the City Council on March 21, 2016 made some decisions regarding some recommended reductions that were designed to return the unassigned General Fund reserves to approximately \$6 million – the same figure that existed at the close of the year on June 30, 2015. A number of the actions took place before the City Council approved the basic structure to be used in putting together the proposed budget. Those actions included:

1. Gaining employee union (SEIU and POA) and unrepresented employee concessions regarding employee assumption of the payment for the employees' share of Social Security and Medicare;
2. Consolidating executive and management positions and holding vacant a number of positions throughout the organization – will show in the individual department pages of this budget;
3. Right sizing in task areas where the impact on basic services would not be affected and noted in the individual department and division budgets of this document;
4. Outsourcing two crews in Public Works – Landscape and Facilities Maintenance services; the proposed budget contains one-half year of City staff and one-half year contracting due to the time required to develop the proper RFP's and deal with labor agreements impacting layoff procedures.
5. Insourcing of property management; and
6. Reducing various programs including City Council deferred compensation and insurance, general expenses in the City



BUDGET MESSAGE

Manager’s office, CARE and Chamber of Commerce subsidies, recreation programs and charging customers for credit card transactions – the details of each being shown in the impacted department and division pages of this budget.

These recommendations were made to the City Council as a result of a combination of management staff from every department coming together as a group to assess different areas of the organization and the impacts that various reductions would have on the functions of the departments involved. The bottom line goal was to achieve, at a minimum, equal revenues and expenditures when combining FY 2015-16 and FY2016-17 revenues and expenditures. The result of this effort in March of this year projected approximately \$40,000 of “surplus” for the two years ending June 30, 2017. Table 1 below contains the new projection of \$285,395 of revenues exceeding expenditures for the coming fiscal year. It must be noted that this amount is subject to any number of unforeseen activities over the course of the 2016-17 budget year and will not allow us to achieve the Council’s stated policy of having a reserve equal to six (6) to eight (8) months of General Fund operations or between \$7.3 million and \$10.4 million.

Table 1

General Fund Surplus/(Deficit)	BUDGET 2015-16	BUDGETED 2016-17
General Fund Revenues	\$ 16,251,452	\$ 16,128,324
General Fund Expenditures	\$ 17,940,679	\$ 15,842,929
Net Surplus/(Deficit)	\$ (1,689,227)	\$ 285,395

The revenues shown above do not include a projected one-time receipt of insurance reimbursement for pier reconstruction of \$700,000. If those moneys are added to the projected revenues, the result is an addition of \$985,395 for the year to be applied to the General Fund reserve.

The proposed reductions result in a change in the number of City employees from 116.50 to 99.25 or 14.8% Table 2 below reflects the change in employee numbers.

Table 2

EMPLOYEES	BUDGET 2015-16	BUDGETED 2016-17
Full-Time	99.5	85
Part-Time/Seasonal	17.00	14.25
TOTAL	116.50	99.25

The employee numbers above assume a full transition to contracted services for facilities and landscape maintenance within six months. They will be shown in the departmental budget position listing as full time as they will have that status until contracts are implemented. The funding in the budget assumes a transition by the end of the calendar year.

There are no cost-of-living increases budgeted in the FY 2015-16 Budget. Only merit based increases have been included for those eligible to receive them. If there are any modifications to MOU’s due to bargaining decisions, the budget will be amended accordingly. The proposed General Fund expenditure budgets by department are shown in Table 3 below.



BUDGET MESSAGE

Table 3

Dept.	BUDGET 2015-16	BUDGETED 2016-17	% of Budget
Police	\$ 7,451,268	\$6,789,350	43%
Public Works	\$2,026,128	\$2,070,244	13%
General Government	\$2,122,216	\$1,937,783	12%
Administration	\$ 1,520,522	\$1,323,610	8%
Community Development	\$1,286,733	\$1,103,912	7%
Finance	\$1,229,962	\$1,062,279	7%
Landscape	\$1,256,615	\$933,771	6%
Rec & Comm Services	\$ 1,047,235	\$621,980	4%

In addition, staff was directed to review each department's discretionary expenditures that would not impact **basic** services of the City if they were to be eliminated. Those items are provided in a separate document for Council to consider as the proposed budget is reviewed.

Before going to the details of the proposed budget, I want to put forward a recommendation regarding future budgets. The City Council should consider moving to a two year budget cycle. A budget process is very exhausting for staff and, quite possibly, you as Council Members. Experience tells me that staff can predict the factors that go into preparing a budget for Council approval for a one year budget can work as well for two years. The time that is made available the second year of the cycle for other necessary activities can result in greater productivity. The stress level that is shown in "I can't deal with that now because I have to deal with the budget" is something we have all heard. There will always be some conditions that change the projections in the budget. They can be addressed individually at mid-year or at the beginning of the second year. I would suggest the process be initiated in the 2016-17 year to bring you a two year spending plan for a 2017-19 budget cycle.

General Fund Picture

The proposed budget for 2016-17 attempts to re-establish the reserve fund to the same place it was before the implementation of the FY 2015-16 Budget of \$6 million. This budget falls short of that goal by approximately \$400,000. Further work is needed with both revenues and expenditures in the coming years to achieve positive gains in future years. The status of the General Fund unassigned reserve over seven years is shown in Table 4 below.

Table 4

Fiscal Year	GF Reserves
FY 2016-17	\$5.6 million**
FY 2015-16	\$4.6 million
FY 2014-15	\$9.3 million*
FY 2013-14	\$15.3 million
FY 2012-13	\$18.3 million
FY 2011-12	\$19.3 million
FY 2010-11	\$21.2 million

*includes transfer loan of \$5M to SPA; **includes one-Money from pension bond retirement and insurance payment for pier reconstruction and the projects budget savings for the 2016-17 year

Most of the adjustments contained in this proposed budget are designed to address available General Fund revenues. As can be seen in the schedules of revenues and expenditures and Table 1 previously presented, General Fund revenues have decreased 0.75% between FY 2015-16 approved budget and this proposal for FY 2016-17. While this results in only a \$123,128 decrease, it must be noted that a significant amount of revenues in the 2015-16 were funded by "borrowing" from the City's reserve fund. Continuing this practice is a path to economic instability. There is no use of reserves in this budget, but there has been a use of one-time savings precluding a drawdown of reserves.



BUDGET MESSAGE

I cannot over emphasize that the loss in one-time revenues in future budgets is something that must be addressed as future budgeting is initiated. If the resulting reductions in available General Fund resources due to the one-time additions in the current year are not replaced, the City will be forced to either once again draw down on reserves or further reduce services. There must be some economic stimulus to bring about an annual revenue stream that is equal to or better than expenditures.

When developing governmental budgets, the question that is almost always posed is what other revenue sources could be considered to augment the existing General Fund. The ability to raise new revenues from currently existing sources is very problematic as public votes are required to implement the increases. We have begun a more active program to identify businesses in the city that are not currently making business license payments. This process is slow and does not promise to bring in substantial sums of money that can be counted on for FY 2016-17. We currently have seen an additional \$40,000 in business license tax through our efforts at Ventura County Naval Base and we will continue to pursue non-paying businesses at that location. A business tax waiver for new businesses will be considered as part of a Council discussion and deliberation following passage of the FY 2016-17 budget.

A resource that has been suggested is the adoption of a parcel tax to allow for a continuation of the current level of police services. If the City Council wishes to pursue this avenue of General Fund revenue, there are a number of factors that need to be evaluated including 1) timing in relation to other ballot measures – including the possibility of a special election; 2) the amount that should be raised and the inclusion of a CPI type adjustment process to keep up with inflation; 3) how best to determine the mood of the city's voters for such a charge; 4) what are the support bases in the community to

assist in making this effort a success, and 5) will other revenue raising measures be on the ballot with a City initiative. A lack of proper planning will likely have a negative impact on the passage of this new revenue source. The City Council needs to carefully consider all these needs for a successful ballot initiative during or beyond FY 2016-17.

Economic Development has not been a priority of the City staff in the past few years. It takes a lot of leg work with dedicated personnel resources with the right mind set to accept setbacks that will occur in these efforts.

In the year ahead we will be putting effort and research into 1) greater business license compliance, 2) pursuit of businesses to locate in the vacant store fronts in the commercial areas along Channel Islands Boulevard and Ventura Road, 3) marketing the beach front for commercial activities, 4) study of signing along Channel Islands Boulevard to attract more people, particularly tourists, to the businesses, 5) use of the Ventura County Lodging Association and visitor center in The Collection in Oxnard for more extensive marketing of the city, and 6) joint efforts with the Oxnard Harbor District on projects/programs that can result in economic initiatives resulting in additional revenue and business activity. These activities and additional initiatives will require a dedicated effort and identification of the appropriate personnel/monetary resources to carry them forward. The City cannot do this with the limited personnel resources currently available.

Once the final budget is approved, the City Council should further consider how we should approach this issue. Without additional annual revenues, we will always be fighting from behind – and have consistent drains on the General Fund reserves. I believe there are economic development avenues available to us that can be pursued to enhance our revenue stream in coming budget years. I will be



BUDGET MESSAGE

presenting these avenues after passage of the coming year's budget. This commitment is contained in the presentation of departmental initiatives for City Administration. If acceptable to the City Council, we can begin our pursuit during the 2016-17 year.

An issue that has been front and center for the City Council and staff over the past several years is sand replenishment on our City beaches. While the provision of revenues for this activity is not, generally speaking, a function of the City's budget, a concern always remains that there will be sufficient funding from Congress. For the 2016-17 fiscal year, all indications are there will be funds from the Corps of Engineers and Navy to properly restore our beaches with dredging taking place in the October – November timeframe.

General Fund Expenditure Forecast

The big picture of projected General Fund expenditures would indicate that the City would end FY 2016-17 with a relatively small balance of \$285,395 or \$985,395 if the pier insurance reimbursement is included which will begin to address the lowering of our General Fund reserves. If there are not adjustments in future budgets, however, the City will once again fall into a deficit circumstance due to the one-time revenue sources contained in this budget proposal. The details of all the expenditures by fund are presented in the Schedule Section of this proposed budget and the individual department and divisions that follow this message.

The expenditures over the past five years have significantly exceeded the annual revenue stream. The result was a reduction of the unassigned General Fund reserve from \$21 million in 2010 to an unassigned \$6 million at June 30, 2015. A

significant portion of the reduction is the result of City Council decisions to make a loan to the Surplus Property Authority (\$5 million) for necessary infrastructure improvements and the assignment of reserves (\$4.3 million) for specific uses including catastrophic emergencies, compensated absences, PERS liability and health care, risk management, capital projects, vehicle and equipment replacement and technology improvements. Some of the past over expenditures were the result of emergencies – the most significant being the beach erosion – that could not be predicted and were taken from the General Fund reserve. The City Council has been prudent in setting aside and assigning funds for emergencies and major incidents that cannot be predicted in terms of dollar impact. Once again, if additional revenues are not identified in future budgets, these unassigned reserves will have to be used to maintain current service levels.

The actual fund balance carried forward on July 1, 2015 was \$4.6 million due to programed expenditures exceeding incoming revenues for FY 2015-16. As was previously outlined and approved in the budget update to the City Council on March 21, 2015, the goal was established to return the reserve to \$6 million by the end of the 2016-17 fiscal year. This budget reflects decisions, while not fully achieving a return to a reserve of \$6 million, making a significant step toward achieving that goal. The reserve will be approximately \$5.6 million.

The projected General Fund expenditures for FY 2016-17 are \$15,842,929 as compared to the budget for FY 2015-16 of \$17,940,679 or an 11.7% reduction (as shown earlier in Table 1).

There are two financial actions contained in the budget proposal that impact the General Fund



BUDGET MESSAGE

reserve in the coming year. They are one-time infusions to the fund. We will have a savings of approximately \$700,000 due to a reduction of payments on the pension obligation bonds. This amount was included in the one-time revenues received during the City Council's budget decisions on March 21st of this year. It is also likely we will receive an insurance reimbursement related to pier reconstruction of approximately \$700,000 during FY 2016-17. If that is the case, we could have a reserve of \$5.6 million for the year ending June 30, 2017. Again, a note of caution, both are one-time collections and will not be available to fund ongoing operations in future budgets. There will need to be further adjustments if the City is to maintain a reserve of \$6 million or more.

The departmental and division budgets that follow this budget message will provide you with a mission statement, an overview of the operations and what the departments and divisions are tasked to accomplish, and a comparison of expenditures from FY 2015-16 to FY 2106-17. There will be a brief statement of the past year's significant accomplishments and the significant objectives for the new year with measurement taking place during the year. There will also be a statement of what the impacts that are anticipated with the belt tightening that is part of this proposed budget. A comparison of the staffing levels for each department between the current year and the proposed budget is included. The exception is in Public Works where the landscape and facilities personnel are shown as full time with the expectation they will be eliminated by mid-year.

There is one significant expense that was not contemplated during the run up to your budget discussion on March 21, 2016. We must complete an ADA (Americans with Disability Act) assessment of public facilities at a projected cost of

\$83,100. It is included in the "General Government" section of the proposed spending plan. This is something that should have been done some time ago and is finally catching up with the City. Once the assessment is completed, we will be in a position to estimate the costs that will be incurred for each deficiency.

Lastly, a separate document has been prepared listing discretionary programs that are not included in the proposed budget. An add back of funds for Chamber of Commerce that were that were eliminated during the March 21, 2016 discussion is included in this listing. The City Council may wish to consider some of these programs as part of the decision-making process for this budget.

The final budget approved by the City Council will include a 5 year projection of revenues and expenditures to allow for planning for future budgets.

Special Revenue/Enterprise Funds

Special revenue funds are detailed in the Schedule Section of the budget. They include gas tax, enterprise funds, internal service funds and debt service receipts. These are all restricted in what programs and activities they can fund and are not available for General Fund use. They do, however, contribute to the General Fund though charges for services supplied by General Fund departments and divisions. Each of the enterprise funds is solvent when comparing revenues to expenditures. The projections for each are shown in the tables that follow.

Water Operations

During the 2016-17 fiscal year we will be conducting a water fund financial analysis. This is



BUDGET MESSAGE

deemed necessary to determine what moneys need to be available in the future to address capital project needs and if the rate payer can expect any changes. Two major projects have been included in the proposed budget. Both Ventura Road and Channel Islands Boulevard projects are needed to increase capacity for proper fire flow. The 2016-18 CIP projects reliant on this fund will result in a reduction of the water reserve fund to less than \$1 million over the next two years. The longer term capital needs are shown in the CIP section of this proposed budget and are based on the water master plan completed in August of 2011. The costs for the projects listed in the master plan and the CIP will exceed the available revenues received during the five year period.

Waste Water and Refuse Operations

The waste water and solid waste funds face less stress. The latter, however, will have some significant equipment costs in the next two years – reducing that reserve dramatically in the replacement of the aging portions of fleet collection vehicles.

CIP Budget

One of the City Council's strategic goals for the 2015-16 budget year was to maintain the city's infrastructure at a high level. This goal continues to be a priority for FY 2016-17. The staff responsible for implementing projects takes great pride in its work and the general condition of the City's physical plant. How the City presents itself to both residents and visitors is key to how the City is perceived in general. One area we plan to address is the condition of the various parklands throughout the City, with a strong emphasis on Moranda Park. The lack of General Fund resources could have an impact on projects – delays or eliminations. We

intend, however, to use some restricted funds from the Successor Agency and Surplus Property Authority to address infrastructure needs during the coming year as they can only be used for projects in a specific area.

The Budget includes a five-year Capital Improvement Program (CIP) with \$2.9 million in projects for Fiscal Year 2016-17 for all funds and a total of \$40.9 million in projects to be completed over the next five years. As stated previously, water projects from the water master plan do not have sufficient funding and will be carried to years beyond 2020-21. Many of the projects that have been identified will be funded from other sources, such as bond proceeds and Successor Agency funds that are restricted to certain uses. A number of projects are shown as TBD (to be determined) as we search for sources to meet the need.

An area of maintenance that gets hit hard each year is the street program. Gas Tax receipts continue to essentially decline for project delivery in two ways: a reduction in actual receipts due to greater fuel efficiency and fixed taxes per gallon not keeping up with inflationary costs of projects. It is proposed that Street projects be funded at \$1.083 million. We are hopeful that the VCTC sponsored gas tax initiative will add \$500,000 a year if it passes in November.

The most significant street projects to be completed with General Fund in 2016-17 are 1) microsurfacing that is matched with Gas Tax funding and 2) street overlays matched with moneys matched with federal STP funding. Proper use of these funds is one of the factors separating the City from other jurisdictions in terms of appearance and "ridability".



BUDGET MESSAGE

The major projects for water will be new larger lines in Ventura Road and Channel Islands Boulevard over the next two years. These projects are necessary to ensure there is proper capacity for fire flow. We will begin the design portion of these projects shortly after the beginning of the new fiscal year and \$700,000 is projected for this portion of the work. The two projects are projected to cost approximately \$9 million – thereby reducing the water reserve fund to slightly less than \$1 million in FY 18-19. This is not a lot of cushion for any water emergency that might occur.

The proposed waste water projects total \$803,000 in the coming year. The reserve fund is projected to be approximately \$10.5 million at the end of the year.

Behind the tab that says Capital Improvement Plan you will find all the projects that require our attention over the next five years in order to maintain all infrastructure at the highest level possible. You will note that a number of the projects shown in the out years of the program do not have funding sources identified. Staff will continue to research sources for all the projects.

Separate Entity Budgets

Housing Authority

The Housing Authority budget will be submitted to the Housing Authority Board as a separate document for final approval as one of our steps to gain full compliance with HUD desired policies.

Successor Agency

On February 1, 2012, the City of Port Hueneme assumed the role of the Successor Agency to the former Redevelopment Agency, taking

responsibility for winding down the Redevelopment Agency's operations and liquidating its assets. The California Supreme Court's decision on RDAs also requires the payment of enforce-able obligations and the remittance of unencumbered balances to the County Auditor-Controller for distribution to all other taxing agencies.

The balance of funds in the Successor Agency is \$337,695. These funds can only be used on projects/programs in specific locations of the City. The CIP proposed budget contains proposals for project work in the Moranda Park and Hueneme Beach areas for a total of \$120,000. It is anticipated that the balance remaining (\$217,695) will be expended in the 2017-18 fiscal year.

In addition, AB 26 allowed cities the option of retaining the affordable housing assets and functions previously performed by its redevelopment agency. The City of Port Hueneme has long been a strong supporter of affordable housing construction, and the City Council welcomed the opportunity to become the Housing Successor Agency. The City has under its control the houses and properties purchased with former Low and Moderate Income Housing Fund monies, and will continue to receive the lease revenue generated from the rental of these housing units. The City currently owns 37 rental units. The restrictions placed on each are currently being researched to determine what options the City may have for adjustments in the status of the units.

It is anticipated that the Successor Agency program will moving toward closing out as part of the FY 2017-18 budget process when all remaining funds are expended.



BUDGET MESSAGE

Surplus Property Authority

The Surplus Property Authority (SPA) budget shows a strong fiscal position. The projected fund balance as of June 30, 2016 is estimated to be approximately \$9 million. This balance is primarily made up of a \$5 million General Fund loan to finance capital improvement projects in areas such as Hueneme Beach and Moranda Park. It is suggested that careful consideration be given in the coming year for projects that will have impetus on economic development activity and, ultimately a bolstering of positive monetary resources for our General Fund.

Conclusion

While not part of the proposed budget for 2016-17, I think is appropriate to say something about two accomplishments of the year ending June 30th. City staff has worked to provide more information to the residents of our City and the public in general. We have increased our posting of important events and activities with the use of our website, Facebook and Nextdoor to ensure we are communicating to the best of our abilities. Secondly, we have installed a system for streaming live community meetings from the Council chamber. These accomplishments have come at the same time that individual budgets have been reduced. Hopefully the general public will learn through these efforts the daunting tasks that face the City Council during these troubling times for the City.

The City Council continues to face some very difficult decisions – quite likely for budgets for 2017-18 and beyond. Often the hard part of governing comes when constituents express concerns for any cuts in service levels that directly impact them – very often wanting even more while

the City does not have the resources to accommodate existing services, let alone added services. It is a fact of life that constituents will often be single issue oriented when viewing a budget that must necessarily address a wide variety of municipal needs.

Staff will be evaluating what future budget adjustments might be needed as part of FY 2016-17 budget implementation. We need a very realistic 5 year projection of revenues and expenditures, an action that was not totally possible due to time constraints in the preparation of this budget proposal. Further reductions in services will be assessed with particular emphasis on discretionary funding. Areas of possible revenue increases will be probed. Enhanced collection of business license will be a priority. Strengthening the City's relationship with the Oxnard Harbor District will be pursued with an eye on revenue enhancement. Establishing better public relations mechanisms will continue to be addressed. Selling our beach front as a destination throughout the year will be developed for Council consideration. Lastly, staff will follow the direction of Council if a ballot measure asking the voters to approve a parcel tax to for public safety services in future budgets is desired. Our ability to complete all these efforts will have to be prioritized as the number of staff available is very thin given past cutbacks and current reductions for FY 2106-17.

The bottom line to this proposed budget is that we are making significant progress toward financial and economic sustainability and stability. We are faced with the reality service levels of the past cannot be maintained. We have to live with the fact services while adjusting to the change in the amount of resources available need to be the best we can possibly provide.



BUDGET MESSAGE

While not a direct part of this budget, there are some challenges in the coming year that will have an impact on the services to be delivered to the community. They include:

- Reconciling internal differences of opinion among policy makers,
- Dealing a variety of factors resulting a demoralized staff, and
- Completing recruitments to fill interim appointments at the management level in a timely manner.

I cannot over emphasize the need to come to grips with these issues and put them in the rear view mirror.

City staff at all levels were part of this budget process. As an interim with a little over 4 months on the job, having the dedicated people around me to pull this spending plan together in quick order was very important to me – and to the City. They deserve a great deal of credit while operating in some very trying times.

Respectfully Submitted,

John Baker
Interim City Manager

**CITY OF PORT HUENEME
SUMMARY OF FUND BALANCES, SOURCES AND USES BY FUND
FY 2015-16 BUDGET**

FUNDS	Projected Revenue FY 2015-16 BUDGET	Projected Transfers In	Projected Total Revenues FY 2015-16 BUDGET	Projected Salaries & Benefits
GENERAL FUND	13,187,445	3,064,007	16,251,452	11,691,979
SPECIAL REVENUES FUNDS:				
COMMUNITY DEVELOPMENT:				
Neighborhood Preservation	40,500	0	40,500	74,930
Community Development Block Grants (CDBG)	70,000	0	70,000	0
SUB TOTAL COMMUNITY DEVELOPMENT	110,500	0	110,500	74,930
PUBLIC SAFETY:				
State COPS Grant	100,000	0	100,000	0
Traffic Safety	30,000	0	30,000	0
JAG Grant	0	0	0	0
SUB TOTAL PUBLIC SAFETY	130,000	0	130,000	0
RECREATION & COMMUNITY SERVICES:				
Senior Nutrition Grant	16,500	0	16,500	0
Community Grants	15,000	0	15,000	0
SUB TOTAL RECREATION & COMM SVCS	31,500	0	31,500	0
PUBLIC WORKS:				
Transportation Development Act (TDA)	70,000	0	70,000	0
Gas Tax	492,698	0	492,698	0
Bike Path (Article 3)	4,800	0	4,800	0
SUB TOTAL PUBLIC WORKS	567,498	0	567,498	0
STORMWATER PROGRAM:	13,575	163,425	177,000	0
TOTAL SPECIAL REVENUE FUNDS	853,073	163,425	1,016,498	74,930
ENTERPRISE FUNDS				
Water Operations	10,479,940	0	10,479,940	829,683
Water Plant Operations	1,251,625	0	1,251,625	422,686
Wastewater Operations	3,977,337	40,000	4,017,337	895,999
Solid Waste Operations	4,199,900	0	4,199,900	940,530
TOTAL ENTERPRISE FUNDS	19,908,802	40,000	19,948,802	3,088,898
NBVC CONTRACT	50,000	0	50,000	0
ASSESSMENT DISTRICTS FUNDS				
Drainage	185,000	0	185,000	0
Street Lights	123,000	34,500	157,500	0
Median	179,000	93,000	272,000	0
TOTAL ASSESSMENT DISTRICTS	487,000	127,500	614,500	0
INTERNAL SERVICE FUNDS				
Risk Administration	0	1,401,541	1,401,541	0
Fleet Maintenance	0	896,335	896,335	325,957
TOTAL INTERNAL SERVICE FUNDS	0	2,297,876	2,297,876	325,957
DEBT SERVICE FUNDS				
1992A COP	0	493,000	493,000	0
Pension Obligation Bonds	1,214,775	0	1,214,775	0
TOTAL DEBT SERVICE FUNDS	1,214,775	493,000	1,707,775	0
TOTAL CITY FUNDS	35,701,095	6,185,808	41,886,903	15,181,764
HOUSING AUTHORITY				
Conventional	538,300	0	538,300	167,927
Public Housing Federal	214,400	0	214,400	151,356
Section 8 Vouchers	2,866,594	0	2,866,594	282,998
Modernization Grant	120,071	0	120,071	0
TOTAL HOUSING AUTHORITY	3,739,365	0	3,739,365	602,279
HOUSING SUCCESSOR AGENCY	304,582	0	304,582	75,718
REDEVELOPMENT SUCCESSOR AGENCY				
Redevelopment (Previously Debt Service)	1,300	0	1,300	0
Successor Agency	2,907,172	0	2,907,172	187,052
TOTAL REDEVELOPMENT SUCCESSOR AGENCY	2,908,472	0	2,908,472	187,052
SURPLUS PROPERTY AUTHORITY	199,184	0	199,184	0
GRAND TOTAL	42,852,698	6,185,808	49,038,506	16,046,813

**CITY OF PORT HUENEME
SUMMARY OF FUND BALANCES, SOURCES AND USES BY FUND
FY 2015-16 BUDGET**

Projected Operating Charges	Projected Capital Expenditures	Projected Transfers Out	Total Appropriations FY 2015-16 BUDGET	Projected Net Profit/(Loss) June 30, 2016
3,072,471	814,552	2,361,677	17,940,679	(1,559,227)
198,900	0	20,966	294,796	(254,296)
116,382			116,362	(46,362)
315,262	0	20,966	411,158	(300,658)
0	0	100,000	100,000	0
0	0	30,000	30,000	0
0	0	0	0	0
0	0	130,000	130,000	0
1,500	0	15,000	16,500	0
16,000	0	0	16,000	0
16,500	0	15,000	31,500	0
164,500	0	0	164,500	(64,500)
224,202	545,000	112,700	881,902	(389,204)
43,000	80,000		123,000	(116,200)
431,702	626,000	112,700	1,169,402	(801,904)
40,800	87,000	49,200	177,000	0
804,264	712,000	327,866	1,919,060	(902,662)
5,339,726	2,247,800	999,241	9,416,450	1,063,490
540,580	0	288,379	1,251,625	0
1,916,774	454,000	587,336	3,854,109	163,228
1,587,234	603,100	1,093,835	4,224,699	(24,799)
9,384,294	3,304,900	2,968,791	18,746,883	1,201,919
50,000	0	0	50,000	0
4,600	0	159,300	163,900	21,100
157,500	0	0	157,500	0
93,000	0	179,000	272,000	0
255,100	0	338,300	593,400	21,100
1,401,541	0	0	1,401,541	0
547,350	0	23,028	896,336	0
1,948,891	0	23,028	2,297,876	0
493,000	0	0	493,000	0
1,214,775	0		1,214,775	0
1,707,775	0	0	1,707,775	0
17,222,795	4,831,452	6,019,662	43,255,673	(1,368,770)
221,511	0	0	389,438	148,862
184,286	0	13,241	328,883	(114,483)
2,696,280	0	9,241	2,986,517	(121,923)
120,071	0	0	120,071	0
3,202,148	0	22,482	3,828,909	(87,644)
113,900	2,000	85,623	277,241	27,341
0	649,000	0	649,000	(647,700)
2,584,972	0	58,041	2,830,065	77,107
2,584,972	649,000	58,041	3,479,066	(670,693)
803,625	6,041	0	809,666	(610,482)
23,927,440	5,488,493	6,185,808	51,648,554	(2,610,048)

CITY OF PORT HUENEME
SUMMARY OF FUND BALANCES, SOURCES AND USES BY FUND
FY 2016-17 BUDGET

FUNDS	Projected Revenue FY 2016-17 BUDGET	Projected Transfers In	Projected Total Revenues FY 2016-17 BUDGET	Projected Salaries & Benefits
GENERAL FUND BALANCE	13,135,528	2,992,796	16,128,324	9,368,290
SPECIAL REVENUES FUNDS:				
COMMUNITY DEVELOPMENT:				
Neighborhood Preservation	10,500	0	10,500	29,222
Community Development Block Grants (CDBG)	80,000	0	80,000	0
SUB TOTAL COMMUNITY DEVELOPMENT	90,500	0	90,500	29,222
PUBLIC SAFETY:				
State COPS Grant	100,000	0	100,000	0
Traffic Safety	8,400	0	8,400	0
JAG Grant	0	0	0	0
SUB TOTAL PUBLIC SAFETY	108,400	0	108,400	0
RECREATION & COMMUNITY SERVICES:				
Senior Nutrition Grant	16,500	0	16,500	0
Community Grants	0	0	0	0
SUB TOTAL RECREATION & COMM SVCS	16,500	0	16,500	0
PUBLIC WORKS:				
Transportation Development Act (TDA)	131,516	0	131,516	0
Gas Tax	492,698	0	492,698	0
Bike Path (Article 3)	10,863	0	10,863	0
State STP Grant	200,000	0	200,000	0
SUB TOTAL PUBLIC WORKS	835,077	0	635,077	0
STORMWATER PROGRAM:	89,200	89,800	179,000	0
TOTAL SPECIAL REVENUE FUNDS	1,139,677	89,800	1,029,477	29,222
ENTERPRISE FUNDS				
Water Operations	8,668,850	0	8,668,850	618,507
Water Plant Operations	1,188,447	0	1,188,447	412,899
Wastewater Operations	4,371,600	40,000	4,411,600	842,630
Solid Waste Operations	4,561,000	0	4,561,000	879,411
TOTAL ENTERPRISE FUNDS	18,789,897	40,000	18,829,897	2,753,447
NBVC CONTRACT	0	0	0	0
ASSESSMENT DISTRICTS FUNDS				
Drainage	185,000	0	185,000	0
Street Lights	123,000	118,761	241,761	0
Median	179,000	120,795	299,795	0
TOTAL ASSESSMENT DISTRICTS	487,000	239,556	726,556	0
INTERNAL SERVICE FUNDS				
Risk Administration	0	1,573,263	1,573,263	0
Fleet Maintenance	0	651,456	651,456	124,293
TOTAL INTERNAL SERVICE FUNDS	0	2,224,719	2,224,719	124,293
DEBT SERVICE FUNDS				
1992A COP	0	488,200	488,200	0
Pension Obligation Bonds	519,000	0	519,000	0
TOTAL DEBT SERVICE FUNDS	519,000	488,200	1,007,200	0
TOTAL CITY FUNDS	34,071,102	6,075,071	39,946,173	12,275,252
HOUSING SUCCESSOR AGENCY	253,847	0	253,847	99,449
REDEVELOPMENT SUCCESSOR AGENCY				
Redevelopment (Previously Debt Service)	649,000	0	649,000	0
Successor Agency	2,552,979	0	2,552,979	156,200
TOTAL REDEVELOPMENT SUCCESSOR AGENCY	3,201,979	0	3,201,979	156,200
SURPLUS PROPERTY AUTHORITY	18,660	0	18,660	0
GRAND TOTAL	37,545,588	6,075,071	43,420,659	12,374,701

CITY OF PORT HUENEME
SUMMARY OF FUND BALANCES, SOURCES AND USES BY FUND
FY 2016-17 BUDGET

Projected Operating Charges	Projected Capital Expenditures	Projected Transfers Out	Projected Total Appropriations FY 2016-17 BUDGET	Projected Net Profit/(Loss) June 30, 2017
3,373,407	542,820	2,558,412	15,842,929	285,395
127,800	0	25,784	182,806	(172,306)
80,000	0	0	80,000	0
207,800	0	25,784	262,806	(172,306)
	0	100,000	100,000	0
	0	8,400	8,400	0
	0		0	0
0	0	108,400	108,400	0
1,500	0	15,000	16,500	0
0	0	0	0	0
1,500	0	15,000	16,500	0
563	100,553	0	101,116	30,400
220,000	367,500	112,700	700,200	(207,502)
10,563	0	0	10,563	300
0	200,000	0	200,000	0
231,126	468,053	112,700	811,879	(176,802)
42,800	87,000	49,200	179,000	0
483,226	555,053	311,084	1,378,585	(349,108)
5,645,485	948,100	1,026,031	8,238,123	430,727
461,310	0	294,530	1,168,739	19,708
1,876,874	819,100	573,627	4,112,231	299,369
1,378,900	657,500	814,274	3,730,885	830,915
9,362,569	2,424,700	2,708,462	17,249,178	1,580,719
0	0	0	0	0
326,782	0	159,300	486,082	(301,082)
146,900	0	32,900	179,800	61,961
105,600	0	179,000	284,600	15,195
579,282	0	371,200	950,482	(223,926)
1,490,165	0	0	1,490,165	83,098
503,177	0	23,986	651,456	0
1,993,342	0	23,986	2,141,621	83,098
488,200	0	0	488,200	0
519,000	0	0	519,000	0
1,007,200	0	0	1,007,200	0
16,799,026	3,522,573	5,973,144	38,569,995	1,376,178
94,400	0	95,484	289,333	(35,486)
0	649,000	0	649,000	0
2,390,336	0	6,443	2,552,979	0
2,390,336	649,000	6,443	3,201,979	0
564,801	0	0	564,801	(546,141)
19,848,563	4,171,573	6,075,071	42,626,108	794,551



City of Port Hueneme - FY 2016-17 Budget

General Fund

**City Administration Department
Department Overview**

Expenditure Description	Actual 2014-15	Budgeted 2015-16	Proposed 2016-17	% Change
Salaries & Benefits	942,014	1,053,147	818,700	-22%
Operational Charges	527,889	397,779	405,376	2%
Capital Expenditures	0	0	0	0%
Allocation Charges	58,927	69,596	99,534	43%
Total Expenditures	1,528,830	1,520,522	1,323,610	-13%
Net Appropriations	-1,528,830	-1,520,522	-1,323,610	-13%

Authorized Positions:

City Council Member - PT (5)	5.00	5.00	5.00
City Manager	0.85	0.85	1.00
Deputy City Manager	0.85	1.00	1.00
City Clerk	0.75	0.75	1.00
Human Resources Analyst	0.00	1.00	1.00
Admin Svcs Coordinator - PT (1)	0.50	0.00	0.00
Management Intern - PT (1)	0.25	0.50	0.00
Total	8.20	9.10	9.00

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

**City Council
General Fund**

MISSION

The Mission of the City Council is to provide strong community leadership as the decision-making body for the enactment of local laws and policies, the evaluation of public service needs, and the establishment and funding of programs and projects to provide the citizenry with a balanced, sustainable, and livable community.

PRIMARY ACTIVITIES

- Evaluates public service needs and determines proper course of action.
- Enacts local laws and establishes policies for the health, welfare, and economic benefit of the citizenry.
- Provides policy direction to the City Manager for the initiation, establishment, and completion of programs and projects; and appropriates funding therefore.

MAJOR ACCOMPLISHMENTS IN 2014-15

- Provided policy direction and directed the implementation of the many projects and programs found in the Major Accomplishments sections in each Division Budget.
- Lobbied at the local, state, and national level for resolution of the beach emergency and approved funding for sand replenishment, revetment construction, and pier/sand wall/bike path repairs.
- Approved Special Use Permits for Hueneme Beach Farmers Market, The Beach is Back, Subaru Summer Solstice, Hueneme Beach Sunset Supper events.
- Approved designs for Taco Bell and McDonalds rebuild projects.
- Authorized change in City Hall/Housing Authority by expanding the customer service hours Monday through Thursday, and closing alternate Fridays.
- Adopted Memoranda of Agreement with the Port Hueneme POA for 2013-15, and SEIU for 2014-15.
- Achieved TreeCityUSA status from the National Arbor Day Foundation.

- Created Cost-Sharing Agreement with Hueneme School District for Crossing Guard Program.
- Joined the California Home Energy Renovation Opportunity (HERO) Program.
- Approved funding for the Athletic Center Renovations.
- Declared a Level 2 Water Supply Shortage in the City, pursuant to Ordinance No. 698.
- Authorized establishment of the REACH 501(c)3 organization.
- Revamped Council meeting order by moving Open Forum period to the beginning in order to better serve residents.
- Adopted the Urban Camping Ordinance.
- Joined Ventura County West Tourism Business Improvement District (TBID).

MAJOR INITIATIVES 2015-16

Fulfill 2015-16 Strategic Goals:

- Promotion of Coastal Amenities
- Sustainable Financial and Economic Stability
- Promote a High Performing Organization
- Maintain Infrastructure at a High Level
- Enhancement of Public Relations, Information, Outreach and Engagement Efforts with the Community

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
City Council					
001-1111-611.10-02	Part Time	45,898	45,083	45,083	0%
001-1111-611.20-01	Taxes FICA-Employer	4,509	4,704	2,376	-49%
001-1111-611.20-02	Taxes FICA-Employee	4,557	4,738	-	-100%
001-1111-611.20-03	Taxes Medicare-Employer	1,054	1,100	556	-49%
001-1111-611.20-04	Taxes Medicare-Employee	697	566	-	-100%
001-1111-611.21-01	PERS	7,508	11,718	10,705	-9%
001-1111-611.21-04	POB PERS Debt Svc Alloc	2,424	4,069	2,030	-50%
001-1111-611.21-05	PERS Rate Stabilization	-	-	-	0%
001-1111-611.23-02	City Contr Def Comp-457	25,058	30,628	-	-100%
001-1111-611.25-01	Medical Insurance	30,016	27,488	-	-100%
001-1111-611.25-02	Dental Insurance	2,656	2,648	-	-100%
001-1111-611.25-03	Vision Insurance	452	452	-	-100%
SALARY AND BENEFITS		124,829	133,194	60,750	-54%
001-1111-611.36-08	Cont Svcs-Miscellaneous	4,168	10,000	-	-100%
001-1111-611.51-01	Conference/Travel	7,405	-	-	0%
001-1111-611.51-04	Conf/Travel-Sharkey	-	2,500	1,500	-40%
001-1111-611.51-09	Workshop Expenses	5,827	10,000	1,500	-85%
001-1111-611.51-10	Conf/Travel-Breeze	-	1,500	1,500	0%
001-1111-611.51-11	RDP-21 Travel Expenses	-	2,000	2,000	0%
001-1111-611.51-12	Conf/Travel-Schnopp	-	2,000	1,500	-25%
001-1111-611.51-14	Conf/Travel-Figg	-	1,000	1,500	50%
001-1111-611.51-15	Conf/Travel-Hensley	-	1,500	1,500	0%
001-1111-611.52-01	Office Supplies	388	400	400	0%
001-1111-611.65-01	Dues/Memberships	-	-	5,000	0%
001-1111-611.61-11	Misc Supplies	1,087	1,000	1,000	0%
001-1111-611.90-03	ISF Allocation Expenses	26,793	38,188	45,257	19%
OPERATING EXPENSES		45,668	70,088	62,657	-11%
TOTAL EXPENDITURES		170,497	203,282	123,407	-39%

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

**City Manager/City Attorney
General Fund**

MISSION

The Mission of the City Manager is to provide the highest level of services to the residents and businesses, based on Council direction and funding, and to provide direction and resources to staff to complete the Council's approved policies and funded programs.

The Mission of the City Attorney, the activities of which are included in this Division, is to provide general legal advice and assistance to the City Council, City Manager, Staff, Commissions, and Boards; and to represent the City in legal actions, and provide opinions when necessary.

PRIMARY ACTIVITIES

The City Manager is the administrative head of the City Government under the direction and control of the City Council, and is responsible for the efficient administration of City affairs.

- Serves as the Executive Director of the Port Hueneme Housing Authority, the Surplus Property Authority, and the Port Hueneme Water Agency.
- Prepares and submits to the City Council the City budget, and administers the budget after its adoption.
- Prepares administrative rules and regulations necessary for the general conduct of the administrative offices and all departments of the City.
- Appoints competent, qualified officers and department heads.
- Responsible for public relations and the dissemination of information to the citizens of the City.

The City Attorney provides legal advice to the City Council, the City Manager, and City Staff to eliminate or reduce liability, casualty, and tort claims against the City, prosecutes Municipal Code violations, and is General Counsel of the Port Hueneme Housing Authority, the Surplus Property Authority, and the Port Hueneme Water Agency.

MAJOR ACCOMPLISHMENTS IN 2014-15

- Provided administrative oversight for the projects and programs found in the Major Accomplishments sections in each Division Budget.
- Reorganized Departments to provide more efficient services.

MAJOR INITIATIVES 2016-17

- Complete the projects identified in the FY 2015-16 Strategic Goals.

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
City Manager					
001-1113-611.10-01	Full Time	163,261	186,200	184,975	-1%
001-1113-611.11-04	Mgmt Benefit	1,020	1,140	-	-100%
001-1113-611.11-05	Car Allowance	2,939	3,420	2,400	-30%
001-1113-611.11-09	Annual Leave Buyout	1,844	1,706	-	-100%
001-1113-611.20-01	Taxes FICA-Employer	4,705	6,891	7,299	6%
001-1113-611.20-02	Taxes FICA-Employee	96	-	-	0%
001-1113-611.20-03	Taxes Medicare-Employer	1,943	3,197	2,710	-15%
001-1113-611.20-04	Taxes Medicare-Employee	22	-	-	0%
001-1113-611.21-01	PERS	49,136	59,750	50,350	-16%
001-1113-611.21-04	POB PERS Debt Svc Alloc	16,507	20,747	10,374	-50%
001-1113-611.21-05	PERS Rate Stabilization	-	-	-	0%
001-1113-611.22-01	LTD/Life Insurance	1,078	1,205	1,205	0%
001-1113-611.23-01	City Contr Def Comp-401K	8	-	-	0%
001-1113-611.23-02	City Contr Def Comp-457	6,104	7,448	3,724	-50%
001-1113-611.25-01	Medical Insurance	11,898	13,035	11,557	-11%
001-1113-611.25-02	Dental Insurance	949	1,748	1,748	0%
001-1113-611.25-03	Vision Insurance	217	243	243	0%
SALARY AND BENEFITS		261,727	306,730	276,585	-10%
001-1113-611.36-01	Cont Svcs-City Attorney	450,043	255,000	255,000	0%
001-1113-611.36-08	Cont Svcs-Miscellaneous	11,992	16,199	45,000	178%
001-1113-611.40-02	Cell Phones	1,524	1,530	1,530	0%
001-1113-611.51-01	Conference/Travel	4,376	3,820	1,500	-61%
001-1113-611.52-01	Office Supplies	92	1,000	200	-80%
001-1113-611.53-02	Community Promotions	1,026	1,000	-	-100%
001-1113-611.65-01	Dues/Memberships	2,230	2,980	28,150	845%
001-1113-611.90-03	ISF Allocation Expenses	8,160	7,638	13,782	80%
OPERATING EXPENSES		479,443	289,167	345,162	19%
TOTAL EXPENDITURES		741,170	595,897	621,747	4%

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

**Human Resources/City Clerk
General Fund**

MISSION

The Mission of Human Resources is to provide excellent service to the citizens of Port Hueneme by attracting, developing, and retaining the most highly qualified, proficient and service-oriented workforce; provide overall guidance and assistance to the organization on all personnel issues, risk management, and employee benefits; ensure compliance with all applicable personnel rules and regulations; and coordinate citywide training programs.

The Mission of the City Clerk is to provide exceptional service to the City Council, Departments, and the public by ensuring that agenda packets are disseminated with efficient and effective technology; ensure that public records are made available to the public in a timely manner; ensure that elections are properly conducted; and ensure that all mandatory filings are completed.

PRIMARY ACTIVITIES

Primary activities of the Human Resources office include: Employee recruitment and training; benefits coordination; risk management; workers compensation; personnel investigations; updating of personnel rules and regulations; and labor relations.

Primary activities of the City Clerk's Office include: preparation and publication of agendas and minutes for City Council, Housing Authority, Surplus Property Authority, Water Agency, and advisory commissions; administering the City's records management program; handling records requests and bid openings; processing claims against the City and filing claims against citizens; acting as the City's election officer, conducting City Council elections and other special elections when necessary, including Prop. 218 elections; acting as the City's filing officer for Campaign Statements and Statements of Economic Interest; and ensuring timely submission of required filings.

MAJOR ACCOMPLISHMENTS IN 2014-16

- Received \$23,500 from the State for Public Records Act Claim reimbursement.
- Launched Facebook, Twitter, and Nextdoor social media accounts.
- Coordinated the "Save Hueneme Beach" community action campaign.
- Coordinated the City Council Chamber Rehabilitation Project.
- Successful completion of the 2014 Municipal General Election.
- Coordinated the Pier Grand Reopening event in January 2015.
- Coordinated the City's first Arbor Day Event in March 2015.

MAJOR INITIATIVES 2016-2017

- Continue to provide job-specific training for staff and effective management training for supervisors to avoid costly personnel actions and investigations.
- Improve employees' skills and competencies through continued training and development.
- Overhaul of the citywide Records Management Program.
- Research and implementation of the Council Meeting Video project.

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
Personnel/City Clerk					
001-1115-611.10-01	Full Time	259,272	292,778	227,178	-22%
001-1115-611.10-02	Part Time	11,322	13,333	-	-100%
001-1115-611.11-02	Cafeteria Earnings	9,316	9,300	9,300	0%
001-1115-611.11-03	Longevity Pay	4,511	4,827	4,827	0%
001-1115-611.11-04	Mgmt Benefit	6,032	3,600	-	-100%
001-1115-611.11-05	Car Allowance	2,394	2,400	2,400	0%
001-1115-611.11-09	Annual Leave Buyout	9,793	7,737	25,000	223%
001-1115-611.20-01	Taxes FICA-Employer	17,983	21,566	12,841	-40%
001-1115-611.20-02	Taxes FICA-Employee	17,208	21,405	-	-100%
001-1115-611.20-03	Taxes Medicare-Employer	4,721	5,919	3,577	-40%
001-1115-611.20-04	Taxes Medicare-Employee	4,570	5,673	-	-100%
001-1115-611.21-01	PERS	79,163	95,141	98,950	4%
001-1115-611.21-02	PERS-Retirees	30,991	33,000	33,000	0%
001-1115-611.21-03	PERS Ins Admin Fee	3,748	3,800	3,800	0%
001-1115-611.21-04	POB PERS Debt Svc Alloc	30,614	33,036	16,500	-50%
001-1115-611.21-05	PERS Rate Stabilization	-	-	-	0%
001-1115-611.21-06	PD Retiree Health Reimb	21,110	-	-	0%
001-1115-611.22-01	LTD/Life Insurance	2,391	2,574	1,885	-27%
001-1115-611.23-01	City Contr Def Comp-401K	1,397	1,989	1,500	-25%
001-1115-611.23-02	City Contr Def Comp-457	5,661	6,025	6,441	7%
001-1115-611.25-01	Medical Insurance	23,662	29,510	10,139	-66%
001-1115-611.25-02	Dental Insurance	1,075	1,599	1,771	11%
001-1115-611.25-03	Vision Insurance	447	511	256	-50%
001-1115-611.25-04	Employee Insurance Trust	464	1,000	1,000	0%
001-1115-611.26-03	Tuition Reimbursement	6,988	6,500	6,000	-8%
001-1115-611.27-01	Post Retire RHS Health Pl	625	10,000	15,000	50%
SALARY AND BENEFITS		555,458	613,223	481,365	-22%
001-1115-611.36-08	Cont Svcs-Miscellaneous	6,941	8,875	11,016	24%
001-1115-611.50-07	Unemployment Insurance	24	-	-	0%
001-1115-611.51-01	Conference/Travel	6,291	9,800	6,500	-34%
001-1115-611.52-01	Office Supplies	1,015	1,500	1,500	0%
001-1115-611.52-03	Printing/Publications	1,580	1,600	1,600	0%
001-1115-611.52-04	Advertising	1,359	2,300	2,300	0%
001-1115-611.58-07	Election Expenses	7,881	38,000	12,500	-67%
001-1115-611.58-12	Misc Expenditures	1,036	2,000	3,000	50%
001-1115-611.58-19	Employee Recognition	2,578	5,500	3,000	-45%
001-1115-611.58-25	Anti-Drug Program	2,301	3,200	3,200	0%
001-1115-611.61-04	Clothing Expense/Reimb	5,755	7,500	9,480	26%
001-1115-611.61-11	Misc Supplies	-	2,500	500	-80%
001-1115-611.65-01	Dues/Memberships	970	1,400	1,900	36%
001-1115-611.65-02	Publications	-	175	100	-43%
001-1115-611.90-03	ISF Allocation Expenses	23,974	23,770	40,495	70%
OPERATING EXPENSES		61,705	108,120	97,091	-10%
TOTAL EXPENDITURES		617,163	721,343	578,456	-20%

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

**General Government
General Fund**

MISSION

The Information Technology section of the City Manager's Office is responsible for maintaining and researching for new applications for all the technological equipment in the City. It includes computers, network systems, security cameras and upgrades to the City's technological systems.

PRIMARY ACTIVITIES

- The Information Technology Manager is responsible for in-house support of computer and network systems.
- Implements the next generation of computing systems and maintains current systems to meet the daily needs of staff.
- Coordination of upgrades and maintenance of installed specialized applications within departments.
- Maintenance Technician is responsible for the operation and maintenance of the City's telecommunication systems.

**MAJOR ACCOMPLISHMENTS IN
2015-16**

- Upgrade/replacement of Police Department network back-up system, including.
- Researched and implemented MS Office training opportunities for staff.
- Researched and implemented recording and storage equipment for video and streaming of City Council Meetings.

MAJOR INITIATIVES 2016-2017

- Commence dispatch remodel with consolidation of computer resources.
- Continue support of effort to provide mechanism for CLETS data to be available in patrol and detective vehicles in the field.
- Evaluation and integration of body cameras for Police, including mechanism to store, retrieve, and book evidence.

CHANGES FROM PRIOR YEAR

- Addition of live streaming of meetings from the Council Chamber



City of Port Hueneme - FY 2016-17 Budget

General Fund 001-1903

**General Government
Account Summary**

Expenditure Description	Actual 2014-15	Budgeted 2015-16	Proposed 2016-17	% Change
Salaries & Benefits	233,299	246,112	230,655	6%
Operational Charges	571,387	1,005,641	870,288	13%
Capital Expenditures	66,245	74,500	6,000	92%
Other/Transfers	802,973	783,925	817,556	-4%
Allocation Charges	22,712	12,038	13,284	-10%
Total Expenditures	1,696,616	2,122,216	1,937,783	9%
Net Appropriations	-1,696,616	-2,122,216	-1,937,783	9%

Authorized Positions:

Deputy City Manager	0.15	0.00	0.00
Assistant to the City Manager	0.00	0.00	0.00
IS/Technology Manager	1.00	1.00	1.00
Info Systems Assistant PT (1)	0.00	0.00	0.50
Facilities Maintenance Tech	0.20	0.20	0.00
Housing Director	0.05	0.05	0.00
Total	1.40	1.25	1.50

Purpose of Account:

The purpose of the General Government division is to consolidate expenditures made and services used by the whole organization, such as information services, telephone, and dues for state and regional organizations.

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
General Government					
001-1903-619.10-01	Full Time	120,017	112,977	118,073	5%
001-1903-619.10-02	Part Time	-	27,300	27,300	0%
001-1903-619.10-03	Overtime	2,562	4,000	3,000	-25%
001-1903-619.10-04	Standby	3,699	4,000	4,000	0%
001-1903-619.11-02	Cafeteria Earnings	11,217	10,999	10,999	0%
001-1903-619.11-03	Longevity Pay	2,426	2,426	2,426	0%
001-1903-619.11-04	Mgmt Benefit	1,291	1,200	-	-100%
001-1903-619.11-05	Car Allowance	127	-	-	0%
001-1903-619.11-09	Annual Leave Buyout	8,368	6,376	4,000	-37%
001-1903-619.11-10	Compensatory Leave Buyout	135	-	-	0%
001-1903-619.20-01	Taxes FICA-Employer	8,594	9,914	8,152	-18%
001-1903-619.20-02	Taxes FICA-Employee	8,588	8,831	-	-100%
001-1903-619.20-03	Taxes Medicare-Employer	2,281	2,800	1,907	-32%
001-1903-619.20-04	Taxes Medicare-Employee	2,283	2,374	-	-100%
001-1903-619.21-01	PERS	36,558	36,618	40,725	11%
001-1903-619.21-04	POB PERS Debt Svc Alloc	14,064	12,715	6,358	-50%
001-1903-619.21-05	PERS Rate Stabilization	-	-	-	0%
001-1903-619.22-01	LTD/Life Insurance	1,088	1,034	1,040	1%
001-1903-619.23-01	City Contr Def Comp-401K	2,739	2,548	2,675	5%
001-1903-619.23-02	City Contr Def Comp-457	10	-	-	0%
001-1903-619.25-01	Medical Insurance	319	-	-	0%
001-1903-619.25-02	Dental Insurance	28	-	-	0%
001-1903-619.27-01	Post Retire RHS Health Pl	6,900	-	-	0%
SALARY AND BENEFITS		233,299	246,112	230,655	-6%
001-1903-619.36-03	Cont Svcs-Comp Maint	114,530	120,000	140,375	17%
001-1903-619.36-08	Cont Svcs-Miscellaneous	24,890	15,400	30,898	101%
001-1903-619.36-18	Cont Svcs-Car Wash	-	-	8,000	0%
001-1903-619.40-01	Utilities	111,720	645,871	540,000	-16%
001-1903-619.40-02	Cell Phones	319	380	-	-100%
001-1903-619.40-06	Care Program Expense	182,412	65,000	62,500	-4%
001-1903-619.51-08	Training In-House	253	7,600	2,600	-66%
001-1903-619.52-01	Office Supplies	15,654	20,000	16,000	-20%
001-1903-619.52-02	Postage	17,814	18,000	18,000	0%
001-1903-619.53-04	Program 2-1-1 Support	2,000	2,000	2,000	0%
001-1903-619.58-06	Offsite Storage	10,762	24,000	10,000	-58%
001-1903-619.58-17	Library Advance	65,000	32,500	32,500	0%
001-1903-619.58-34	Prior Year Expenses	88	-	-	0%
001-1903-619.61-04	Clothing Expense/Reimb	28	-	-	0%
001-1903-619.61-11	Misc Supplies	3,396	15,200	5,000	-67%
001-1903-619.65-01	Dues/Memberships	22,262	37,450	475	-99%
001-1903-619.65-02	Publications	259	300	-	-100%
001-1903-619.68-01	Cable	-	1,940	1,940	0%
001-1903-619.90-03	ISF Allocation Expenses	22,712	12,038	13,284	10%
001-1903-619.90-20	Operating Transfer Out	802,973	783,925	817,556	4%
OPERATING EXPENSES		1,397,072	1,801,604	1,701,128	-6%
001-1903-619.70-03	Office Equip/Furniture	66,245	74,500	6,000	-92%

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
CAPITAL		66,245	74,500	6,000	-92%
TOTAL EXPENDITURES		1,696,616	2,122,216	1,937,783	-9%

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

**Finance Department
General Fund**

MISSION

The Finance Department provides reliable and accurate financial management and reporting, budgeting, accounting, payroll, utility billing, business tax collections, mail processing and cash management to the citizens of Port Hueneme, elected officials, fellow employees, business community, and the City's numerous vendors.

PRIMARY ACTIVITIES

Services provided by the Finance Department include maintaining reliable accounting records, payment of approved warrants and payroll, purchasing, mailroom, financial statement reporting, preparation of the budget, prudent fiscal planning, and debt administration. Internal controls are established and maintained to ensure that the assets of the City are protected from loss, theft, misuse, and to ensure that adequate accounting data allows for the preparation of financial statements in conformity with generally accepted accounting principles. Financial reports are used as a tool to measure the results of operations for a variety of purposes, both internal and external.

The cash management function is responsible for the prudent investment of surplus funds. The City's Investment Policy directs the investment of City monies with the following priorities established: 1) safety of invested funds, 2) compliance with all laws governing investments of monies, 3) liquidity to meet cash flow needs, and 4) attain a market average rate of return consistent with the objectives of safety and liquidity. The Investment Policy is reviewed annually, and is submitted to the City Council for approval. The Finance Department also administers the business license, transient occupancy tax and utility billing programs.

MAJOR ACCOMPLISHMENTS IN 2015-16

- Completed an analysis of spending from 2015-16 budget for use in determining what it will take to achieve a balance of two budget years for the General Fund.
- Developed a RFP for cost allocation.
- Began process for gaining compliance with the City's business license program on the navy base.
- Completed an organizational review of the department to be formally implemented in the 2016-17 budget.

MAJOR INITIATIVES FOR 2016-17

- Continue the process of getting compliance with the business license of firms operating on the naval base.
- Issue the RFP for a cost allocation study for use in the 2017-18 budget
- Upgrade payroll and accounts payable technology to better serve both internal and external customers.
- Simplify the budget process and redesign the budget book to facilitate a better understanding of its content.
- Provide user departments with updates on adherence to their budgets with greater regularity.
- Work with Public Works to achieve a more efficient utility billing system.
- Initiate process for developing a two budget.

CHANGES FROM PRIOR YEAR

- Elimination of Budget Manager
- Elimination of Fiscal Aide
- Credit Card charges to customers
- Insourcing of Property Management



***** City of Port Hueneme - FY 2016-17 Budget *****

General Fund

**Finance Department
Department Overview**

Expenditure Description	Actual 2014-15	Budgeted 2015-16	Proposed 2016-17	% Change
Salaries & Benefits	1,033,585	1,021,467	805,725	-21%
Operational Charges	161,094	133,825	135,837	2%
Capital Expenditures	0	2,500	0	-100%
Allocated Charges	71,468	72,170	120,717	67%
Total Expenditures	1,266,147	1,229,962	1,062,279	-14%
Net Appropriations	-1,266,147	-1,229,962	-1,062,279	-14%

Authorized Positions:

Finance Director	0.70	0.55	1.00
Accounting & Revenue Manager	0.85	0.85	1.00
Budget & Finance Manager	0.75	0.55	0.00
Supervising Accountant	0.90	0.90	0.00
Senior Accountant	0.00	0.00	1.00
Accountant	0.80	0.75	1.00
Payroll Services Specialist	1.00	1.00	1.00
Fiscal Assistant	3.00	3.00	2.00
Fiscal Aide	0.00	1.00	1.00
Fiscal Aide PT - (1)	1.00	0.00	0.00
Total	9.00	8.60	8.00

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
Finance Administration					
001-1262-612.10-01	Full Time	534,626	560,247	394,292	-30%
001-1262-612.10-02	Part Time	19,717	15,392	42,595	177%
001-1262-612.10-03	Overtime	364	1,000	-	-100%
001-1262-612.11-02	Cafeteria Earnings	30,256	31,495	18,200	-42%
001-1262-612.11-03	Longevity Pay	7,362	4,782	6,100	28%
001-1262-612.11-04	Mgmt Benefit	7,984	4,800	-	-100%
001-1262-612.11-05	Car Allowance	1,227	1,200	2,400	100%
001-1262-612.11-06	Bilingual Premium	1,221	1,794	598	-67%
001-1262-612.11-09	Annual Leave Buyout	66,288	28,466	30,200	6%
001-1262-612.20-01	Taxes FICA-Employer	39,672	42,138	29,929	-29%
001-1262-612.20-02	Taxes FICA-Employee	26,383	26,633	-	-100%
001-1262-612.20-03	Taxes Medicare-Employer	9,855	11,027	7,101	-36%
001-1262-612.20-04	Taxes Medicare-Employee	6,781	6,845	-	-100%
001-1262-612.21-01	PERS	152,308	162,425	158,450	-2%
001-1262-612.21-04	POB PERS Debt Svc Alloc	70,695	56,400	28,200	-50%
001-1262-612.21-05	PERS Rate Stabilization	-	-	-	0%
001-1262-612.22-01	LTD/Life Insurance	4,909	5,155	2,620	-49%
001-1262-612.23-01	City Contr Def Comp-401K	4,530	2,904	818	-72%
001-1262-612.23-02	City Contr Def Comp-457	5,259	6,763	7,876	16%
001-1262-612.25-01	Medical Insurance	38,920	47,025	73,028	55%
001-1262-612.25-02	Dental Insurance	4,717	4,524	2,994	-34%
001-1262-612.25-03	Vision Insurance	511	452	324	-28%
SALARY AND BENEFITS		1,033,585	1,021,467	805,725	-21%
001-1262-612.36-02	Cont Svcs-Outside Auditor	38,500	37,140	37,140	0%
001-1262-612.36-08	Cont Svcs-Miscellaneous	38,431	28,000	20,147	-28%
001-1262-612.50-07	Unemployment Insurance	9,170	6,000	-	-100%
001-1262-612.51-01	Conference/Travel	2,728	8,500	6,000	-29%
001-1262-612.52-01	Office Supplies	4,128	6,000	6,000	0%
001-1262-612.58-01	Bank Fees	66,184	45,000	60,000	33%
001-1262-612.58-02	Bad Debt Expense	-	500	-	-100%
001-1262-612.58-04	Over/Short Cash Account	144	100	100	0%
001-1262-612.58-34	Prior Year Expense	-	-	1,975	0%
001-1262-612.65-01	Dues/Memberships	700	975	1,975	103%
001-1262-612.65-02	Publications	1,109	1,610	-	-100%
001-1262-612.70-03	Office Equip/Furniture	-	2,500	2,500	0%
001-1262-612.90-03	ISF Allocation Expenses	71,468	72,170	120,717	67%
OPERATING EXPENSES		232,562	208,495	256,554	23%
TOTAL EXPENDITURES		1,266,147	1,229,962	1,062,279	-14%



*** City of Port Hueneme - FY 2015-16 Budget ***

Fund 511		Certificates of Participation			
		Account Summary			
Source of Funds	Actual 2014-15	Budgeted 2015-16	Proposed 2016-17	% Change	
Transfer In - General Fund	493,210	493,000	488,200	-1%	
Total Revenues	493,210	493,000	488,200	-1%	

Expenditure Description	Actual 2014-15	Budgeted 2015-16	Proposed 2016-17	% Change
Fiscal Agent Fees	5,210	5,000	5,200	4%
Debt Service	488,000	488,000	483,000	-1%
Total Expenditures	493,210	493,000	488,200	-1%
Net Appropriations	0	0	0	0%

Authorized Positions:
None

Purpose of Account:

On July 3, 1992, the City issued \$5,605,000 in Certificates of Participation (COP). The proceeds of the sale of the COP, together with other available monies, were used to provide for the funding of a security deposit with respect to a portion of certain base rental payments to be made by the City under and pursuant to a sublease. This COP will fully defease in 2019.



***** City of Port Hueneme - FY 2015-16 Budget *****

Fund 512 Pension Obligation Bonds Account Summary				
Source of Funds	Actual 2014-15	Budgeted 2015-16	Proposed 2016-17	% Change
Transfer In - General Fund	1,167,320	1,214,775	519,000	-57%
Total Revenues	1,167,320	1,214,775	519,000	-57%

Expenditure Description	Actual 2014-15	Budgeted 2015-16	Proposed 2016-17	% Change
Fiscal Agent Fees	3,809	4,000	4,000	0%
Debt Service	1,163,511	1,210,775	515,000	-57%
Total Expenditures	1,167,320	1,214,775	519,000	-57%
Net Appropriations	0	0	0	0%

Authorized Positions:

None

Purpose of Account:

On April 17, 2007, the City issued \$10,679,956 in Pension Obligation Bonds (POB). The proceeds of the sale, together with available monies, were used for the funding of the City's Unfunded Liability, which is the gap between the amount of available funds and necessary funds to pay City pension benefits earned by eligible current and former City employees.



*** City of Port Hueneme - FY 2016-17 Budget ***

General Fund

**Community Development Department
Department Overview**

Expenditure Description	Actual 2014-15	Budgeted 2015-16	Proposed 2016-17	% Change
Salaries & Benefits	748,638	814,105	461,026	-43%
Operational Charges	229,257	385,316	561,440	46%
Capital Expenditures	33,803	37,204	0	-100%
Allocation Charges	96,851	87,312	81,446	-7%
Total Expenditures	1,108,549	1,323,937	1,103,912	-17%
Net Appropriations	-1,108,549	-1,323,937	-1,103,912	-17%

Authorized Positions:

Comm Dev Director	0.55	0.55	0.00
Comm Dev Specialist	0.30	0.50	0.50
Comm Dev Technician	1.00	1.00	0.25
Building Official	0.90	0.90	0.00
Code Compliance Manager	1.00	1.00	0.50
Parking Officer	1.00	1.00	1.00
Parking Officer - PT (3)	1.00	1.50	1.50
	<u>5.75</u>	<u>6.45</u>	<u>3.75</u>

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

**Administration/Planning & Zoning
General Fund**

MISSION

It is the Mission of the Administration and Planning & Zoning Division of the Department of Community Development to provide general oversight, internal controls, administration, and general leadership for the Department's five Divisions; to manage the City's physical layout and development including environmental, land use, design review, redevelopment; to help ensure compliance with various Federal, State and local regulations; and to coordinate its activities with other City Departments and governmental agencies.

PRIMARY ACTIVITIES

- Manages Department's customer service and City Hall reception and community-related information.
- Manages the City's Planning and Zoning function including the General Plan, Zoning Ordinance, Subdivision Regulations, Local Coastal Program, and CEQA review.
- Manages various City franchises and commercial leasing activities for the City.
- Manages statistical data and economic development functions as well as special projects.
- Acts as liaison and committee member to many outside agencies and organizations including EDC-VC, SCAG, and CCPA.
- Provides public relations including the oversight of over 50 commercial, industrial and residential Planned Unit Developments and over 30 homeowners associations.

MAJOR ACCOMPLISHMENTS IN 2015-2016

- \$1.5 million Phase I - Surfside Motel conversion construction involving 64 apartment units near completion; Phase II in plan check.
- \$2 million rebuild of McDonalds approved and commenced.
- Completed construction for Mandalay Village Marketplace including new Ross store, minor modification commenced for exterior improvements.

- Completion of \$2.25 million residential project on Scott Street.

MAJOR INITIATIVES 2016-17

- Review existing license agreements and make recommendations for improvements, where eligible.
- Transition in property/management and maintenance functions for City-owned properties.
- Consolidate and re-organization of divisions for best utilization of staff while still maintaining effective services.
- Assistance to developers for new construction on Victoria Avenue and renovations on Ventura Road.

CHANGES FOR PRIOR YEAR

- Assignment of Deputy City Manager as department head
- Elimination of CD Director
- Elimination of Community Development Technician
- Addition of Planner position to supervise staff

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
Comm Dvlp Admin					
001-5101-651.10-01	Full Time	134,787	223,748	63,336	-72%
001-5101-651.10-03	Overtime	168	500	-	-100%
001-5101-651.11-02	Cafeteria Earnings	4,366	5,787	2,772	-52%
001-5101-651.11-03	Longevity Pay	4,725	7,812	7,812	0%
001-5101-651.11-04	Mgmt Benefit	660	1,140	-	-100%
001-5101-651.11-05	Car Allowance	1,324	2,280	-	-100%
001-5101-651.11-06	Bilingual Premium	598	897	598	-33%
001-5101-651.11-09	Annual Leave Buyout	5,588	8,416	8,400	0%
001-5101-651.11-10	Compensatory Leave Buyout	18	-	-	0%
001-5101-651.20-01	Taxes FICA-Employer	8,536	13,491	4,242	-69%
001-5101-651.20-02	Taxes FICA-Employee	8,533	14,070	-	-100%
001-5101-651.20-03	Taxes Medicare-Employer	2,344	4,144	992	-76%
001-5101-651.20-04	Taxes Medicare-Employee	2,349	4,080	-	-100%
001-5101-651.21-01	PERS	40,432	72,126	70,042	-3%
001-5101-651.21-04	POB PERS Debt Svc Alloc	18,997	25,045	12,248	-51%
001-5101-651.21-05	PERS Rate Stabilization	-	-	-	0%
001-5101-651.22-01	LTD/Life Insurance	1,173	1,925	563	-71%
001-5101-651.23-01	City Contr Def Comp-401K	2,291	4,043	-	-100%
001-5101-651.23-02	City Contr Def Comp-457	-	-	2,005	0%
001-5101-651.25-01	Medical Insurance	11,100	19,805	6,522	-67%
001-5101-651.25-02	Dental Insurance	284	457	532	16%
001-5101-651.25-03	Vision Insurance	207	336	98	-71%
SALARY AND BENEFITS		248,480	410,102	180,162	-56%
001-5101-651.36-08	Cont Svcs-Miscellaneous	16,274	5,000	5,000	0%
001-5101-651.41-04	Property Maintenance	40,944	51,516	78,620	53%
001-5101-651.51-01	Conference/Travel	87	1,700	1,700	0%
001-5101-651.52-01	Office Supplies	169	500	500	0%
001-5101-651.52-02	Postage	60	200	200	0%
001-5101-651.52-03	Printing	1,161	1,500	1,500	0%
001-5101-651.61-11	Misc Supplies	295	200	200	0%
001-5101-651.65-01	Dues/Memberships	2,356	2,350	2,350	0%
001-5101-651.65-02	Publications	238	550	550	0%
001-5101-651.90-03	ISF Allocation Expenses	16,073	27,804	27,149	-2%
OPERATING EXPENSES		77,657	91,320	117,769	29%
TOTAL EXPENDITURES		326,137	501,422	297,931	-41%

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

**Building & Safety
General Fund**

MISSION

It is the Mission of the Building & Safety Division to provide minimum standards to safeguard life, limb, health, economy, property, and welfare by regulating and controlling the design, construction, quality of materials, occupancy, location, relocation, and maintenance of all buildings and structures and certain equipment within the City.

PRIMARY ACTIVITIES

- Enforces various codes for new and existing structures.
- Provides and maintains residential, commercial, and industrial building records.
- Provides all aspects of permitting and checking of construction activities
- Provides consultation to customers for all property related construction
- Manages Board of Building Code Appeals.
- Manages City's California Code Check contract.
- Manages enforcement of the California Fire Code.

MAJOR INITIATIVES 2016-17

- Adopt and enforce revisions/additions to the California Fire Code and California Building Codes in 2016.
- Assist developers and/or property owners for completion of new and renovated commercial properties as part of the economic development program for the City.
- Review of fees for building construction activities

CHANGES FROM PRIOR YEAR

- Modification of contract provisions to provide more onsite plan review and signoff.
- Fee analysis to ensure cost recovery for building/construction activities.

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
Building/Safety					
001-5123-623.10-01	Full Time	97,793	25,615	-	-100%
001-5123-623.10-03	Overtime	122	500	-	-100%
001-5123-623.11-02	Cafeteria Earnings	2,192	1,929	-	-100%
001-5123-623.11-03	Longevity Pay	3,789	897	-	-100%
001-5123-623.11-04	Mgmt Benefit	2,160	-	-	0%
001-5123-623.11-06	Bilingual Pay	300	299	-	-100%
001-5123-623.11-09	Annual Leave Buyout	697	-	-	0%
001-5123-623.11-10	Compensatory Leave Buyout	18	-	-	0%
001-5123-623.20-01	Taxes FICA-Employer	7,096	1,908	-	-100%
001-5123-623.20-02	Taxes FICA-Employee	7,035	1,908	-	-100%
001-5123-623.20-03	Taxes Medicare-Employer	1,644	446	-	-100%
001-5123-623.20-04	Taxes Medicare-Employee	1,648	447	-	-100%
001-5123-623.21-01	PERS	29,966	7,895	-	-100%
001-5123-623.21-04	POB PERS Debt Svc Alloc	12,204	2,741	-	-100%
001-5123-623.22-01	LTD/Life Insurance	955	247	-	-100%
001-5123-623.23-01	City Contr Def Comp-401K	1,844	-	-	0%
001-5123-623.25-01	Medical Insurance	10,751	2,912	-	-100%
001-5123-623.25-02	Dental Insurance	1,061	71	-	-100%
001-5123-623.25-03	Vision Insurance	213	49	-	-100%
SALARY AND BENEFITS		181,488	47,864	-	-100%
001-5123-623.36-08	Cont Svcs-Miscellaneous	1,556	102,000	145,120	42%
001-5123-623.40-02	Cell Phones	514	800	800	0%
001-5123-623.51-01	Conference/Travel	1,116	1,500	1,500	0%
001-5123-623.52-01	Office Supplies	439	500	250	-50%
001-5123-623.52-03	Printing/Publications	118	100	100	0%
001-5123-623.52-04	Emergency EOC Supplies	8,618	-	-	0%
001-5123-623.65-01	Dues/Memberships	754	950	1,000	5%
001-5123-623.65-02	Publications	407	1,000	1,000	0%
001-5123-623.90-03	ISF Allocation Expenses	23,225	11,752	13,574	16%
OPERATING EXPENSES		36,747	118,602	163,344	38%
TOTAL EXPENDITURES		218,235	166,466	163,344	-2%

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

**Code Compliance/Parking Enforcement
General Fund**

MISSION

It is the Mission of the Code Compliance and Parking Code Enforcement Divisions to protect public health, safety, and welfare through a continuous, proactive, systematic, and cooperative approach to educate and obtain compliance with City statutes, regulations, and conditions while respecting property rights and confidentiality and where cooperative efforts fail, to seek compliance through all lawful means along with recovery of enforcement costs.

PRIMARY ACTIVITIES

- Provides Municipal Code Enforcement including business license, parking/traffic, property maintenance, zoning, graffiti, noise control, and Housing Code violations.
- Manages the Parking Enforcement Program for permit parking, street sweeping, and vehicle code violations.
- Manages the Animal Control Contract.
- Assists with inspections related to the City's Home Maintenance Incentive Rebate Program and as requested by the Building Official.
- Maintains enforcement procedures, case documentation for illegal activities related to City codes.

MAJOR INITIATIVES 2016-17

- By use of the Park Services Officer, continue to monitor city parks and recreational areas and deter loitering, graffiti, and other negative impacts to city facilities.
- Continue development of alternatives to reduce animal control to the City.

CHANGES FROM PRIOR YEAR

- Elimination of Code Compliance Manager upon retirement
- Assignment of Planner to supervise and perform Code Compliance as necessary
- Increase in contract with Ventura County Animal Control services

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
Code Enforcement					
001-5124-623.10-01	Full Time	64,850	72,584	37,596	-48%
001-5124-623.11-03	Longevity Pay	2,410	2,531	2,110	-17%
001-5124-623.11-04	Mgmt Benefit	900	900	-	-100%
001-5124-623.11-09	Annual Leave Buyout	3,973	1,324	4,600	247%
001-5124-623.20-01	Taxes FICA-Employer	4,466	5,510	2,162	-61%
001-5124-623.20-02	Taxes FICA-Employee	4,373	5,967	-	-100%
001-5124-623.20-03	Taxes Medicare-Employer	1,039	1,500	506	-66%
001-5124-623.20-04	Taxes Medicare-Employee	1,024	1,463	-	-100%
001-5124-623.21-01	PERS	20,160	24,016	26,437	10%
001-5124-623.21-04	POB PERS Debt Svc Alloc	7,887	8,339	4,170	-50%
001-5124-623.21-05	PERS Rate Stabilization	-	-	-	0%
001-5124-623.22-01	LTD/Life Insurance	644	644	650	1%
001-5124-623.23-01	City Contr Def Comp-401K	758	363	188	-48%
001-5124-623.23-02	City Contr Def Comp-457	899	1,452	752	-48%
001-5124-623.25-01	Medical Insurance	7,925	10,291	10,342	0%
001-5124-623.25-02	Dental Insurance	1,384	1,380	1,338	-3%
001-5124-623.25-03	Vision Insurance	192	192	192	0%
SALARY AND BENEFITS		122,884	138,456	91,043	-34%
001-5124-623.35-01	Cont Svcs-Co Animal Contr	97,986	145,000	240,000	66%
001-5124-623.36-06	Cont Svcs-Uniform Svcs	-	150	150	0%
001-5124-623.36-08	Cont Svcs-Miscellaneous	246	1,300	1,000	-23%
001-5124-623.40-02	Cell Phones	143	200	200	0%
001-5124-623.52-01	Office Supplies	98	200	200	0%
001-5124-623.52-03	Printing/Publications	-	100	-	-100%
001-5124-623.65-01	Dues/Memberships	179	375	200	-47%
001-5124-623.90-03	ISF Allocation Expenses	23,750	10,552	13,574	29%
OPERATING EXPENSES		122,402	157,877	255,324	62%
TOTAL EXPENDITURES		245,286	296,333	346,367	17%

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
Parking Enforcement					
001-5125-623.10-01	Full Time	78,133	82,352	67,922	-18%
001-5125-623.10-02	Part Time	50,376	57,165	57,849	1%
001-5125-623.10-03	Overtime	266	600	-	-100%
001-5125-623.11-02	Cafeteria Earnings	8,521	8,496	8,496	0%
001-5125-623.11-03	Longevity Pay	803	844	800	-5%
001-5125-623.11-04	Mgmt Benefit	300	300	-	-100%
001-5125-623.11-09	Annual Leave Buyout	2,361	1,073	2,200	105%
001-5125-623.20-01	Taxes FICA-Employer	9,006	9,596	8,154	-15%
001-5125-623.20-02	Taxes FICA-Employee	5,939	6,426	-	-100%
001-5125-623.20-03	Taxes Medicare-Employer	2,104	2,315	1,907	-18%
001-5125-623.20-04	Taxes Medicare-Employee	1,391	1,527	-	-100%
001-5125-623.21-01	PERS	23,752	30,957	32,218	4%
001-5125-623.21-04	POB PERS Debt Svc Alloc	8,391	10,750	5,285	-51%
001-5125-623.21-05	PERS Rate Stabilization	-	-	-	0%
001-5125-623.22-01	LTD/Life Insurance	723	723	722	0%
001-5125-623.23-01	City Contr Def Comp-401K	253	121	63	-48%
001-5125-623.23-02	City Contr Def Comp-457	300	484	251	-48%
001-5125-623.25-01	Medical Insurance	2,642	3,430	3,447	0%
001-5125-623.25-02	Dental Insurance	461	460	443	-4%
001-5125-623.25-03	Vision Insurance	64	64	64	0%
SALARY AND BENEFITS		195,786	217,683	189,821	-13%
001-5125-623.36-06	Cont Svcs-Uniform Svcs	262	300	200	-33%
001-5125-623.36-08	Cont Svcs-Miscellaneous	53,001	64,000	76,000	19%
001-5125-623.40-02	Cell Phones	367	750	750	0%
001-5125-623.51-01	Conference/Travel	-	200	200	0%
001-5125-623.52-01	Office Supplies	20	250	150	-40%
001-5125-623.52-03	Printing/Publications	1,849	2,000	2,000	0%
001-5125-623.65-01	Dues/Memberships	-	125	-	-100%
001-5125-623.90-03	ISF Allocation Expenses	33,803	37,204	27,149	-27%
OPERATING EXPENSES		89,302	104,829	106,449	2%
001-5125-623.70-02	Equipment	11,220	-	-	0%
001-5125-623.70-05	Vehicles	211	-	-	0%
CAPITAL		11,431	-	-	0%
TOTAL EXPENDITURES		296,519	322,512	296,270	-8%



*** City of Port Hueneme - FY 2016-17 Budget ***

CDBG 254-5300

CDBG

Account Summary

Source of Funds	Actual 2014-15	Budgeted 2015-16	Proposed 2016-17	% Change
Revenues	459,321	70,000	80,000	14%
Total Revenues	459,321	70,000	80,000	14%

Description	Actual 2014-15	Budgeted 2015-16	Proposed 2016-17	% Change
Salaries & Benefits	-	-	-	0
Operational Charges	18,220	116,632	80,000	-31%
Capital Expenditures	-	-	-	0
Total Expenditures	18,220	116,632	80,000	0

Net Appropriations	441,101	(46,632)	-	0
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Authorized Positions:

None

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
CDBG Program					
254-0000-561.12-20	Urban County CDBG	459,321	70,000	80,000	14%
TOTAL REVENUE		459,321	70,000	80,000	14%
254-5315-653.59-06	Code Enforcement Exp-CDBG	-	46,362	50,000	8%
254-5315-653.59-18	Code Enforcement Exp-CDBG	18,220	-	30,000	0%
254-5316-653.59-06	Code Enforcement Exp-CDBG	-	50,000	-	-100%
254-5316-653.59-18	Code Enforcement Exp-CDBG	-	20,000	-	-100%
OPERATING EXPENSES		18,220	116,362	80,000	-31%
TOTAL EXPENDITURES		18,220	116,362	80,000	-31%
REVENUE/(LOSS)		441,101	(46,362)	-	-100%

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

Neighborhood Preservation

MISSION

It is the Mission of the Neighborhood Preservation Division to arrest neighborhood decline by removing blighting influences and fostering housing conservation within designated areas of the City of Port Hueneme and promoting neighborhood stabilization citywide through home rehabilitation loans and grants, principally for the benefit of low and moderate-income persons.

PRIMARY ACTIVITIES

- Encourages exterior property maintenance through the Home Maintenance Incentive Rebate Program through cash rebates of 10% - 35% of expenses to owners of eligible properties for exterior improvements which enhance the appearance of the property.
- Supports the eradication of substandard housing conditions and the elimination of blighting influences under the Residential Rehabilitation Loan Program by offering 30-year, deferred loans to owners of eligible properties.
- Services outstanding Home Buyer Assistance Program loans following suspension of the program. Receives and processes loan subordination requests, provides demands for payment and reconveyances, verifies owner-occupancy status, and ensures homeowners insurance policies are current.
- Prepares and submits proposals for federal Community Development Block Grant funding for reimbursement of the city's Enforcement Division expenses related to the eradication of slums and blight.

- Oversees management of City's affordable housing units (37 units).

MAJOR ACCOMPLISHMENTS IN 2015-16

- Drafted successful FY 2015-16 CDBG project proposals that were approved by the County Board of Supervisors; implemented program allocations.
- Established reporting procedures for the Boys and Girls Club of Greater Oxnard and Port Hueneme (BGCOP) to follow in order to obtain HUD-required information.

MAJOR INITIATIVES 2016-17

- Increase the number of Home Maintenance Incentive Rebate Program participants (25+) through increased public outreach and program marketing.
- Amend the Neighbor Preservation Program guidelines to limit eligible improvements under the Residential Rehabilitation Loan Program as a result of staffing reductions
- Manage CDBG Program by assisting with required public hearings, evaluating and scoring of all proposals submitted to the Urban County Entitlement Program, and assisting in the preparation of the Consolidated Annual Performance and Evaluation Report (CAPER) for FY2016-17 and the Urban County Entitlement's multi-year Consolidated Plan.



■■■ City of Port Hueneme - FY 2016-17 Budget ■■■

Neighborhood 128-5102

Neighborhood Preservation

Preservation Fund

Account Summary

Source of Funds	Actual 2014-15	Budgeted 2015-16	Proposed 2016-17	% Change
Revenues	58,653	40,500	10,500	-74%
Total Revenues	58,653	40,500	10,500	-74%

Expenditure Description	Actual 2014-15	Budgeted 2015-16	Proposed 2016-17	% Change
Salaries & Benefits	28,238	74,930	29,222	-61%
Operational Charges	17,847	198,900	127,800	-36%
Allocation Charges	37,021	20,966	25,784	23%
Total Expenditures	83,106	294,796	182,806	-38%

Net Appropriations	(24,453)	(254,296)	(172,306)	-32%
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Authorized Positions:

Comm Dev Programs Manager	0.20	0.20	0.00
Comm Dev Specialist	0.00	0.00	0.00
Total	0.20	0.20	0.00

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
Neighborhood Preservation					
128-0000-552.23-00	Loan Payoff Interest	-	10,000	10,000	0%
128-0000-552.24-00	Interest	5,312	5,000	500	-90%
128-0000-584.00-00	Miscellaneous Revenues	600	500	-	-100%
128-0000-586.00-00	Loan Payoff Revenue	52,741	25,000	-	-100%
TOTAL REVENUE		58,653	40,500	10,500	-74%
128-5102-651.10-01	Full Time	15,161	39,515	16,037	-59%
128-5102-651.11-02	Cafeteria Earnings	1,038	2,331	715	-69%
128-5102-651.11-03	Longevity Pay	519	1,349	1,349	0%
128-5102-651.11-04	Mgmt Benefit	240	600	-	-100%
128-5102-651.11-09	Annual Leave Buyout	285	712	2,200	209%
128-5102-651.20-01	Taxes FICA-Employer	1,167	3,434	1,100	-68%
128-5102-651.20-02	Taxes FICA-Employee	1,160	3,428	-	-100%
128-5102-651.20-03	Taxes Medicare-Employer	272	803	257	-68%
128-5102-651.20-04	Taxes Medicare-Employee	271	802	-	-100%
128-5102-651.21-01	PERS	4,700	13,042	3,322	-75%
128-5102-651.21-04	POB PERS Debt Svc Alloc	1,796	4,529	2,265	-50%
128-5102-651.21-05	PERS Rate Stabilization	-	-	-	0%
128-5102-651.22-01	LTD/Life Insurance	146	365	146	-60%
128-5102-651.23-02	City Contr Def Comp-457	377	988	401	-59%
128-5102-651.25-01	Medical Insurance	1,057	2,912	1,304	-55%
128-5102-651.25-02	Dental Insurance	29	71	106	49%
128-5102-651.25-03	Vision Insurance	20	49	20	-59%
SALARIES AND BENEFITS		28,238	74,930	29,222	-61%
128-5102-651.36-08	Cont Svcs-Miscellaneous	765	1,600	2,300	44%
128-5102-651.41-02	Rental Loss	-	2,000	-	-100%
128-5102-651.51-01	Conference/Travel	-	500	-	-100%
128-5102-651.52-01	Office Supplies	-	200	500	150%
128-5102-651.52-02	Postage	-	200	-	-100%
128-5102-651.52-03	Printing	-	1,500	-	-100%
128-5102-651.52-04	Advertising	-	700	-	-100%
128-5102-651.58-20	Rehab Loans	-	150,000	100,000	-33%
128-5102-651.58-21	Rehab Rebate Payments	17,082	40,000	25,000	-38%
128-5102-651.58-22	Relocation Expense	-	2,000	-	-100%
128-5102-651.65-02	Publications	-	200	-	-100%
128-5102-651.90-01	Cost Allocation	29,107	12,900	12,900	0%
128-5102-651.90-03	ISF Allocation Expenses	7,914	8,066	12,884	60%
OPERATING EXPENSES		54,868	219,866	153,584	-30%
TOTAL EXPENDITURES		83,106	294,796	182,806	-38%
REVENUE/(LOSS)		(24,453)	(254,296)	(172,306)	-32%

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

**Police Department
General Fund**

MISSION

The Port Hueneme Police Department's Mission is to provide quality service and protection to the community while encouraging innovative, proactive policing strategies and maintaining a commitment to the Problem Policing Model.

Additionally, we will provide investigative and technical support by providing prompt, efficient, courteous and professional service, using every resource available to achieve effective prosecutions.

PRIMARY ACTIVITIES

- Plans, coordinates, supervises and evaluates police department operations; reviews department performance and efficiencies, and, formulates programs or policies to alleviate deficiencies.
- Develops departmental policies and procedures for the smooth and orderly implementation of the goals and directives of the City Council and/or City Manager.
- Patrols the City to preserve the peace and enforce the law; controls traffic; prevents, detects, and investigates misconduct involving Federal, State, County, and City laws and ordinances.
- Coordinates activities and exchanges information with other Agencies or City Departments regarding cases, policies and procedures.
- Conducts follow-up investigations of crimes committed.
- Obtains evidence and compiles information regarding crimes and crime trends.
- Prepares a variety of reports and records including officers' reports, field interrogation reports, alcohol reports, and drug influence reports for criminal case prosecutions.
- Conducts liaison with the District Attorney, for effective filing and prosecution.

MAJOR ACCOMPLISHMENTS IN 2015-16

- Increased organizational excellence by continuing to establish a culture of accountability and fiscal responsibility.
- Reorganized patrol teams into four (4) "three-person" teams and two (2) "two-person" teams, implementing staggered cover shifts in an effort to mitigate staffing issues and reduce overtime.
- Hired a part-time Support Services Technician who will be cross-trained in Property and Evidence, Records, and Court Liaison in anticipation of succession planning within the Department.
- Secured grant funding through an MOU with the Port of Hueneme for the purchase of higher quality digital portable radios than were previously being used, thus increasing officer safety as well as the ability to respond to critical incidents at the Port.

MAJOR INITIATIVES 2016-17

- Continue to complete an update of Department Policy Manual and Field Training Manual.
- Increase the value of the Reserve Officer Program by sending three (3) Level II Reserve Officers to the Level I Police Academy (currently attending), enabling them to work alone upon completion of a 400-hour Field Training program, which will assist in mitigating staffing issues and will help to reduce overtime.
- Continue to explore grant opportunities to supplement operational costs.
- Dispatch Console Replacement Project, funded through the State of California 911 Emergency Communications Branch.

CHANGES FROM PRIOR YEAR

- Salary savings for Police Chief, elimination of part-time Support Services Technician and part-time Dispatcher



■■■ City of Port Hueneme - FY 2016-17 Budget ■■■

General Fund		Police Department		
		Department Overview		
Source of Funds	Actual 2014-15	Budgeted 2015-16	Proposed 2016-17	% Change
Revenues	113,248	130,000	108,400	-17%
Total Revenues	113,248	130,000	108,400	-17%
Expenditure Description	Actual 2014-15	Budgeted 2015-16	Proposed 2016-17	% Change
Salaries & Benefits	6,421,019	6,208,661	5,494,902	-11%
Operational Charges	491,621	493,265	295,010	-40%
Capital Expenditures	17,800	60,450	18,750	-69%
Allocation Charges	720,382	818,892	980,688	20%
Total Expenditures	7,650,822	7,581,268	6,789,350	-10%
Net Appropriations	(7,650,822)	(7,581,268)	(6,789,350)	-10%

Authorized Positions:

Police Chief*	1.00	1.00	0.00
Police Support Svcs. Div. Mgr.	1.00	1.00	1.00
Police Lieutenant	1.00	1.00	0.00
Commander	0.00	0.00	1.00
Police Sergeant	4.00	4.00	4.00
Police Sergeant/Investigations	1.00	1.00	1.00
Senior Police Officer	4.00	4.00	4.00
Police Officer	8.00	8.00	8.00
Police Officer/Investigations	3.00	3.00	3.00
Senior Police Comm Officer	1.00	1.00	1.00
Police Comm Officer	4.00	4.00	4.00
Police Comm Officer PT - (1)	0.50	0.50	0.50
Property & Evidence Supervisor	1.00	1.00	1.00
Police Supp Svcs Tech PT - (3)	1.00	1.00	1.50
Sr. Police Records Technician	1.00	1.00	1.00
Court Liaison PT (0)	0.50	0.50	0.00
Crossing Guard PT - (0)	2.50	0.00	0.00
Park Ranger PT - (4)	0.25	0.50	0.50
Total	34.75	32.50	31.50

*The vacancy of the Police Chief in FY15-16 is being underfilled by the Commander, as this position is required under California Code Section 36501.

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
Police Administration					
001-2101-621.10-01	Full Time	215,886	91,730	227,843	148%
001-2101-621.11-02	Cafeteria Earnings	8,702	8,640	9,044	5%
001-2101-621.11-03	Longevity Pay	6,960	1,800	1,800	0%
001-2101-621.11-04	Mgmt Benefit	4,679	1,200	-	-100%
001-2101-621.11-09	Annual Leave Buyout	58,008	6,000	6,000	0%
001-2101-621.20-01	Taxes FICA-Employer	16,109	7,347	13,601	85%
001-2101-621.20-02	Taxes FICA-Employee	16,020	7,956	-	-100%
001-2101-621.20-03	Taxes Medicare-Employer	4,427	1,868	3,490	87%
001-2101-621.20-04	Taxes Medicare-Employee	4,433	1,860	-	-100%
001-2101-621.21-01	PERS	75,303	29,887	56,890	90%
001-2101-621.21-04	POB PERS Debt Svc Alloc	52,793	10,378	5,189	-50%
001-2101-621.21-05	PERS Rate Stabilization	-	-	-	0%
001-2101-621.21-06	PD Retiree Health Reimb	-	6,600	6,600	0%
001-2101-621.22-01	LTD/Life Insurance	1,950	787	1,991	153%
001-2101-621.23-01	City Contr Def Comp-401K	2,105	2,292	5,697	149%
001-2101-621.23-02	City Contr Def Comp-457	4,077	-	-	0%
001-2101-621.25-01	Medical Insurance	12,912	-	15,560	0%
001-2101-621.25-02	Dental Insurance	775	404	404	0%
001-2101-621.25-03	Vision Insurance	399	256	511	100%
SALARY AND BENEFITS		485,538	179,005	354,620	98%
001-2101-621.36-08	Cont Svcs-Miscellaneous	115,206	118,000	115,000	-3%
001-2101-621.51-01	Conference/Travel	2,380	4,000	500	-88%
001-2101-621.51-10	Training-POST	1,046	2,000	2,000	0%
001-2101-621.52-01	Office Supplies	1,489	1,500	1,500	0%
001-2101-621.52-03	Printing/Publications	456	800	500	-38%
001-2101-621.58-12	Misc Expenditures	2,421	4,000	2,800	-30%
001-2101-621.61-04	Clothing Expense/Reimb	1	250	250	0%
001-2101-621.65-01	Dues/Memberships	1,156	1,000	700	-30%
001-2101-621.90-03	ISF Allocation Expenses	60,297	83,142	40,931	-51%
OPERATING EXPENSES		184,452	214,692	164,181	-24%
001-2101-621.70-03	Office Equip/Furniture	11,800	12,950	18,750	45%
CAPITAL		11,800	12,950	18,750	45%
TOTAL EXPENDITURES		681,790	406,647	537,551	32%

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
Patrol/Investigations					
001-2102-621.10-01	Full Time	2,119,606	2,045,435	1,881,553	-8%
001-2102-621.10-02	Part Time	-	-	9,568	0%
001-2102-621.10-03	Overtime	510,774	460,000	460,000	0%
001-2102-621.10-04	Standby	28,459	7,300	20,450	180%
001-2102-621.11-01	Education Incentive	216,795	209,328	201,960	-4%
001-2102-621.11-02	Cafeteria Earnings	28,645	23,744	25,307	7%
001-2102-621.11-03	Longevity Pay	97,523	97,938	106,000	8%
001-2102-621.11-06	Bilingual Premium	5,444	4,680	4,680	0%
001-2102-621.11-07	Detective Premium	42,803	42,483	42,457	0%
001-2102-621.11-09	Annual Leave Buyout	68,138	40,000	58,300	46%
001-2102-621.11-10	Compensatory Leave Buyout	21,674	20,000	20,000	0%
001-2102-621.20-01	Taxes FICA-Employer	147,129	148,103	126,767	-14%
001-2102-621.20-02	Taxes FICA-Employee	140,218	140,252	-	-100%
001-2102-621.20-03	Taxes Medicare-Employer	45,222	42,075	30,874	-27%
001-2102-621.20-04	Taxes Medicare-Employee	43,635	37,814	-	-100%
001-2102-621.21-01	PERS	735,783	758,018	780,130	3%
001-2102-621.21-04	POB PERS Debt Svc Alloc	466,559	607,388	303,694	-50%
001-2102-621.21-05	PERS Rate Stabilization	-	-	-	0%
001-2102-621.21-06	PD Retiree Health Reimb	-	20,000	17,500	-13%
001-2102-621.22-01	LTD/Life Insurance	17,319	17,327	15,316	-12%
001-2102-621.25-01	Medical Insurance	202,895	215,665	187,259	-13%
001-2102-621.25-02	Dental Insurance	23,068	23,066	18,494	-20%
001-2102-621.25-03	Vision Insurance	3,670	4,032	3,364	-17%
001-2102-621.26-01	Uniform Allowance	12,521	12,541	10,860	-13%
SALARY AND BENEFITS		4,977,880	4,977,189	4,324,533	-13%
001-2102-621.35-05	Cont Svcs-Radio Services	69,216	50,500	22,500	-55%
001-2102-621.36-08	Cont Svcs-Miscellaneous	12,181	16,500	11,100	-33%
001-2102-621.36-18	Cont Svcs-Car Wash	705	1,475	-	-100%
001-2102-621.40-02	Cell Phones	1,298	1,300	1,300	0%
001-2102-621.51-01	Conference/Travel	1,808	3,500	1,000	-71%
001-2102-621.51-10	Training-POST	1,315	5,000	5,000	0%
001-2102-621.52-01	Office Supplies	3,722	3,900	3,900	0%
001-2102-621.52-03	Printing/Publications	1,693	2,000	2,000	0%
001-2102-621.61-04	Clothing Expense/Reimb	5,962	6,000	6,000	0%
001-2102-621.64-01	Firearms/Weapons	12,300	12,500	12,500	0%
001-2102-621.64-02	K-9 Program Supplies	13,979	14,800	4,800	-68%
001-2102-621.64-05	Investigation Expenses	5,829	6,000	7,000	17%
001-2102-621.64-07	Police Equipment	10,484	10,600	10,600	0%
001-2102-621.65-01	Dues/Memberships	-	300	-	-100%
001-2102-621.90-03	ISF Allocation Expenses	596,039	672,504	831,575	24%
OPERATING EXPENSES		736,531	806,879	919,275	14%

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	
		FY 14/15	FY 15/16	FY 16/17	% CHANGE
001-2102-621.70-04	Structures/Improvements	6,000	5,000	-	-100%
001-2102-621.70-05	Vehicles	-	42,500	-	-100%
CAPITAL		6,000	47,500	-	-100%
TOTAL EXPENDITURES		5,720,411	5,831,568	5,243,808	-10%

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
Police Support					
001-2104-621.10-01	Full Time	440,449	428,758	378,560	-12%
001-2104-621.10-02	Part Time	42,052	91,399	41,194	-55%
001-2104-621.10-03	Overtime	69,004	80,000	76,350	-5%
001-2104-621.10-04	Standby	625	200	200	0%
001-2104-621.11-01	Education Incentive	31,850	32,108	29,971	-7%
001-2104-621.11-02	Cafeteria Earnings	14,380	14,390	9,457	-34%
001-2104-621.11-03	Longevity Pay	16,399	16,492	16,500	0%
001-2104-621.11-09	Annual Leave Buyout	2,770	-	-	0%
001-2104-621.11-10	Compensatory Leave Buyout	197	200	360	80%
001-2104-621.20-01	Taxes FICA-Employer	38,892	41,778	27,224	-35%
001-2104-621.20-02	Taxes FICA-Employee	32,376	32,646	-	-100%
001-2104-621.20-03	Taxes Medicare-Employer	9,183	9,771	6,367	-35%
001-2104-621.20-04	Taxes Medicare-Employee	7,668	7,648	-	-100%
001-2104-621.21-01	PERS	106,151	157,154	131,331	-16%
001-2104-621.21-04	POB PERS Debt Svc Alloc	61,713	54,570	27,285	-50%
001-2104-621.21-05	PERS Rate Stabilization	-	-	-	0%
001-2104-621.21-06	PD Retiree Health Reimb	-	1,650	900	-45%
001-2104-621.22-01	LTD/Life Insurance	3,746	3,746	3,251	-13%
001-2104-621.25-01	Medical Insurance	63,290	67,518	54,513	-19%
001-2104-621.25-02	Dental Insurance	3,548	2,954	1,968	-33%
001-2104-621.25-03	Vision Insurance	873	791	593	-25%
001-2104-621.26-01	Uniform Allowance	3,790	3,780	3,240	-14%
SALARY AND BENEFITS		948,956	1,047,553	809,264	-23%
001-2104-621.36-08	Cont Svcs-Miscellaneous	2,515	5,300	2,200	-58%
001-2104-621.40-02	Cell Phones	167	200	200	0%
001-2104-621.51-01	Conference/Travel	1,479	3,000	2,500	-17%
001-2104-621.51-10	Training-POST	693	2,500	2,500	0%
001-2104-621.52-01	Office Supplies	1,416	1,500	1,500	0%
001-2104-621.52-03	Printing/Publications	1,082	1,500	1,000	-33%
001-2104-621.61-04	Clothing Expense/Reimb	2,513	4,040	3,000	-26%
001-2104-621.64-06	Explorer Program Expenses	951	1,000	500	-50%
001-2104-621.64-07	Police Equipment	1,333	1,500	1,500	0%
001-2104-621.65-01	Dues/Memberships	140	300	260	-13%
001-2104-621.90-03	ISF Allocation Expenses	64,046	63,246	108,182	71%
OPERATING EXPENSES		76,335	84,086	123,342	47%
TOTAL EXPENDITURES		1,025,291	1,131,639	932,606	-18%

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	
		FY 14/15	FY 15/16	FY 16/17	% CHANGE
Crossing Guards					
001-2105-621.36-08	Cont Svcs-Miscellaneous	43,566	53,000	53,000	0%
001-2105-621.50-07	Unemployment Insurance	1,003	-	-	0%
OPERATING EXPENSES		44,569	53,000	53,000	0%
TOTAL EXPENDITURES		44,569	53,000	53,000	0%

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
Reserves Program					
001-2106-621.10-02	Part Time	7,772	4,416	4,500	2%
001-2106-621.20-01	Taxes FICA-Employer	524	274	279	2%
001-2106-621.20-02	Taxes FICA-Employee	184	130	-	-100%
001-2106-621.20-03	Taxes Medicare-Employer	122	64	131	105%
001-2106-621.20-04	Taxes Medicare-Employee	43	30	-	-100%
001-2106-621.21-01	PERS	-	-	1,575	0%
SALARY AND BENEFITS		8,645	4,914	6,485	32%
001-2106-621.36-08	Cont Svcs-Miscellaneous	10,730	8,000	6,000	-25%
001-2106-621.51-01	Conference/Travel	5,050	5,000	3,000	-40%
001-2106-621.52-01	Office Supplies	374	500	300	-40%
001-2106-621.58-24	Medical Expense	475	1,000	500	-50%
001-2106-621.61-04	Clothing Expense/Reimb	6,263	7,400	4,500	-39%
001-2106-621.64-07	Police Equipment	643	1,600	1,600	0%
OPERATING EXPENSES		23,535	23,500	15,900	-32%
TOTAL EXPENDITURES		32,180	28,414	22,385	-21%

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS FY 14/15	FY 15/16	PROPOSED FY 16/17	% CHANGE
COPS Grant					
205-0000-562.21-11	Cops Grant	104,447	100,000	100,000	0%
TOTAL REVENUE		104,447	100,000	100,000	0%
Operating Transfer Out					
205-2110-621.90-20	Operating Transfer Out	137,780	100,000	100,000	0%
OPERATING EXPENSES		137,780	100,000	100,000	0%
TOTAL EXPENDITURES		137,780	100,000	100,000	0%
REVENUE/(LOSS)		(33,333)	-	-	0%



*** City of Port Hueneme - FY 2016-17 Budget ***

Traffic Safety Fund 206-2117

Traffic Safety
Division Summary

Source of Funds	0	0	0	0
Traffic Safety Fund	8,801	30,000	8,400	-72%
Total Revenues	8,801	30,000	8,400	-72%
Expenditure				
Description				
Salaries & Benefits	-	-	-	0%
Operational Charges	-	-	-	0%
Operating Transfer Out	8,801	30,000	8,400	-72%
Total Expenditures	8,801	30,000	8,400	-72%
Net Appropriations	-	-	-	0%

Authorized Positions:

None

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	
		FY 14/15	FY 15/16	FY 16/17	% CHANGE
Traffic Safety Fund					
206-0000-531.10-00	Court Fines	8,801	30,000	8,400	-72%
TOTAL REVENUE		8,801	30,000	8,400	-72%
206-2117-621.90-20	Operating Transfer Out	8,801	30,000	8,400	-72%
OPERATING EXPENSES		8,801	30,000	8,400	-72%
TOTAL EXPENDITURES		8,801	30,000	8,400	-72%
REVENUE/(LOSS)		-	-	-	0%

**CITY OF PORT HUENEME
FY 2016-2017 BUDGET**

**Recreation Programs
General Fund**

MISSION

The Mission of the Recreation Department Diis to support the vision of “we create community through people, parks and programs”. Our customers include youth, seniors, beach goers, sports programs and museum patrons.

PRIMARY ACTIVITIES

Services provided by the Recreation Department include:

- Support of advisory commissions Organize and manage a variety of recreational programs and community events.
- Provide Senior Nutrition and a variety exercise services
- Oversight of parks maintenance and programming
- Provide building rentals to the public and maintain a welcoming facility.
- Provide oversight of museum operations
- Management of lifeguard operations
- Provide a facility and resources for informational seminars

MAJOR ACCOMPLISHMENTS IN 2015-2016

- Increased low cost activities/programs at the Community Center
- Hosted Tween Night with Ventura County Library to educate youth about services provided by City Recreation and the VC Library.
- Through volunteer efforts and those of Museum/Historical Commissioners, organized museum storyboards and resources, including the Speaker Series.
- Introduced “Movies at the Park” a successfully well attended community event for all ages.
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MAJOR INITIATIVES 2016-2017

- Complete, in conjunction with Public Works, the contracting process for the rehabilitation of the tennis courts and ball fields at Moranda Park.
- Research programming needs based on resident demographics for possible adjustments
- Promote city recreation facilities and generate rental opportunities.
- Continue to participate in California Recreation & Park Society’s “Parks Make Life Better” campaign.
- Develop sponsorships and public/private activities to replace reductions in funding for recreational programs

CHANGES FROM PRIOR YEAR

- Elimination of Hueneme Beach Festival
- Reduction of general recreation programs with cutback on part-time staff.
- Deputy City Manager assumed director role for the department.



■■■ City of Port Hueneme - FY 2016-17 Budget ■■■

General Fund **Recreation & Community Svcs.**

Department Overview

Source of Funds	Actual 2014-15	Budgeted 2015-16	Proposed 2016-17	% Change
Revenues	17,362	16,500	16,500	0%
Total Revenues	17,362	16,500	16,500	0%

Expenditure Description	Actual 2014-15	Budgeted 2015-16	Proposed 2016-17	% Change
Salaries & Benefits	394,659	354,766	345,549	-3%
Operational Charges	349,018	320,033	110,870	-65%
Capital Expenditures	1,165,468	297,702	28,570	-90%
Allocation Charges	96,928	91,234	136,991	50%
Total Expenditures	2,006,073	1,063,735	621,980	-42%

Net Appropriations	(2,006,073)	(1,063,735)	(621,980)	-42%
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Authorized Positions:

Recreation & Comm Svcs Dir	1.00	0.00	0.00
Recreation & Comm Svcs Mgr	0.00	1.00	0.00
Rec & Comm Svcs Specialist	1.00	1.00	1.00
Facilities Maintenance Tech	0.80	0.80	1.00
Recreation Attendant PT	0.50	0.75	0.25
Custodian PT - (1)	0.50	0.50	0.25
Lifeguard PT - (20)	2.50	2.50	2.50
Jr. Lifeguard PT - (10)	1.00	1.00	1.00
Total	7.30	7.55	6.00

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	
		FY 14/15	FY 15/16	FY 16/17	% CHANGE
Recreation Administration					
001-4181-641.21-04	POB PERS Debt Svc Alloc	8,641	-	-	0%
SALARY AND BENEFITS		8,641	-	-	0%
001-4181-641.36-08	Cont Svcs-Miscellaneous	2,500	2,600	2,900	12%
001-4181-641.52-02	Postage	1,513	1,700	-	-100%
001-4181-641.52-03	Printing/Publications	8,292	8,000	-	-100%
001-4181-641.53-02	Community Promotions	16,027	-	-	0%
001-4181-641.58-12	Misc Expenditures	323	1,000	-	-100%
001-4181-641.61-11	Misc Supplies	1,555	1,000	-	-100%
001-4181-641.65-01	Dues/Memberships	170	500	-	-100%
001-4181-641.90-03	ISF Allocation Expenses	8,110	7,724	13,700	77%
OPERATING EXPENSES		38,490	22,524	16,600	-26%
TOTAL EXPENDITURES		47,131	22,524	16,600	-26%

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	
		FY 14/15	FY 15/16	FY 16/17	% CHANGE
Community Center					
001-4182-641.10-01	Full Time	102,621	99,703	99,703	0%
001-4182-641.10-02	Part Time	31,806	42,133	14,730	-65%
001-4182-641.10-03	Overtime	6,750	6,500	3,000	-54%
001-4182-641.11-02	Cafeteria Earnings	6,817	6,797	6,797	0%
001-4182-641.11-03	Longevity Pay	3,490	3,490	3,490	0%
001-4182-641.11-09	Annual Leave Buyout	4,660	2,856	3,190	12%
001-4182-641.11-10	Compensatory Leave Buyout	538	-	-	0%
001-4182-641.20-01	Taxes FICA-Employer	10,348	9,792	7,698	-21%
001-4182-641.20-02	Taxes FICA-Employee	9,377	8,197	-	-100%
001-4182-641.20-03	Taxes Medicare-Employer	2,420	2,290	1,800	-21%
001-4182-641.20-04	Taxes Medicare-Employee	2,196	1,920	-	-100%
001-4182-641.21-01	PERS	29,905	32,098	54,828	71%
001-4182-641.21-04	POB PERS Debt Svc Alloc	12,538	11,146	5,573	-50%
001-4182-641.21-05	PERS Rate Stabilization	-	-	-	0%
001-4182-641.22-01	LTD/Life Insurance	935	935	910	-3%
001-4182-641.25-01	Medical Insurance	10,571	11,650	11,654	0%
001-4182-641.25-02	Dental Insurance	256	256	256	0%
001-4182-641.25-03	Vision Insurance	198	198	198	0%
SALARY AND BENEFITS		235,426	239,961	213,827	-11%
001-4182-641.36-08	Cont Svcs-Miscellaneous	11,178	11,600	11,600	0%
001-4182-641.36-10	Cont Svcs-Alarm Services	2,446	2,500	2,500	0%
001-4182-641.40-01	Utilities	14,754	15,000	15,000	0%
001-4182-641.51-01	Conference/Travel	134	1,000	-	-100%
001-4182-641.53-03	Special Events	8,077	3,300	2,000	-39%
001-4182-641.61-02	Building Maint Supplies	4,247	5,500	5,500	0%
001-4182-641.61-04	Clothing Expense/Reimb	760	800	800	0%
001-4182-641.61-11	Misc Supplies	7,266	7,600	7,000	-8%
001-4182-641.65-01	Dues/Memberships	370	650	170	-74%
001-4182-641.90-03	ISF Allocation Expenses	24,330	23,170	41,096	77%
OPERATING EXPENSES		73,562	71,120	85,666	20%
001-4182-641.70-02	Equipment	12,048	-	-	0%
CAPITAL		12,048	-	-	0%
TOTAL EXPENDITURES		321,036	311,081	299,493	-4%

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	
		FY 14/15	FY 15/16	FY 16/17	% CHANGE
Parks/Facilities					
001-4183-641.36-08	Cont Svcs-Miscellaneous	1,918	-	4,200	0%
001-4183-641.36-10	Cont Svcs-Alarm Services	1,314	1,300	1,300	0%
001-4183-641.40-01	Utilities	16,239	20,000	18,000	-10%
001-4183-641.53-04	Museum Expenses	1,918	3,500	3,000	-14%
001-4183-641.61-11	Misc Supplies	931	6,700	6,700	0%
OPERATING EXPENSES		22,320	31,500	33,200	5%
001-4183-641.70-04	Structures/Improvements	36,748	12,000	12,000	0%
CAPITAL		36,748	12,000	12,000	0%
TOTAL EXPENDITURES		59,068	43,500	45,200	4%

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	
		FY 14/15	FY 15/16	FY 16/17	% CHANGE
Beach and Pier					
001-4184-641.36-08	Cont Svcs-Miscellaneous	63,744	-	-	0%
001-4184-641.40-01	Utilities	2,319	-	-	0%
001-4184-641.61-01	Parking Machine Supplies	17,018	-	-	0%
001-4184-641.61-11	Misc Supplies	4,645	-	-	0%
OPERATING EXPENSES		87,726	-	-	0%
001-4184-641.70-04	Structures/Improvements	1,116,672	257,272	-	-100%
CAPITAL		1,116,672	257,272	-	-100%
TOTAL EXPENDITURES		1,204,398	257,272	-	-100%

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	
		FY 14/15	FY 15/16	FY 16/17	% CHANGE
Culture/Leisure					
001-4185-641.36-08	Cont Svcs-Miscellaneous	4,761	81,000	-	-100%
001-4185-641.36-12	Cont Svcs-Senior	5,480	5,400	5,400	0%
001-4185-641.53-05	Beach Festival Expenses	90,535	81,133	-	-100%
001-4185-641.53-07	Senior Programs	4,018	4,300	-	-100%
001-4185-641.53-09	Community Center Dance	5,770	7,750	-	-100%
OPERATING EXPENSES		110,564	179,583	5,400	-97%
TOTAL EXPENDITURES		110,564	179,583	5,400	-97%

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	
		FY 14/15	FY 15/16	FY 16/17	% CHANGE
Lifeguards/Jr. Lifeguards					
001-4186-622.10-02	Part Time	139,891	106,647	109,349	3%
001-4186-622.20-01	Taxes FICA-Employer	8,673	6,612	6,780	3%
001-4186-622.20-03	Taxes Medicare-Employer	2,028	1,546	1,586	3%
001-4186-622.21-01	PERS	-	-	14,007	0%
SALARY AND BENEFITS		150,592	114,805	131,722	15%
001-4186-622.36-08	Cont Svcs-Miscellaneous	4,705	3,700	3,000	-19%
001-4186-622.50-07	Unemployment Insurance	11,703	10,000	12,000	20%
001-4186-622.53-03	Special Events	3,193	5,700	500	-91%
001-4186-622.53-11	Merchandise	2,001	2,000	2,000	0%
001-4186-622.53-12	Jr Lifeguard Expenses	4,488	3,000	3,000	0%
001-4186-622.61-04	Clothing Expense/Reimb	200	500	800	60%
001-4186-622.61-11	Misc Supplies	3,450	4,800	3,500	-27%
001-4186-622.65-01	Dues/Memberships	300	-	-	0%
001-4186-622.90-03	ISF Allocation Expenses	64,488	60,340	82,195	36%
OPERATING EXPENSES		94,528	90,040	106,995	19%
001-4186-622.70-05	Vehicles	-	28,430	16,570	-42%
CAPITAL		-	28,430	16,570	-42%
TOTAL EXPENDITURES		245,120	233,275	255,287	9%



*** City of Port Hueneme - FY 2016-17 Budget ***

Fund 265		Senior Nutrition Program			
		Account Summary			
Source of Funds	Actual 2014-15	Budgeted 2015-16	Proposed 2016-17	% Change	
Senior Nutrition Grant	15,964	15,000	15,000	15,000	
Senior Nutrition Prog Income	1,398	1,500	1,500	1,500	
Transfer In - General Fund	0	0	0	0	
Total Revenues	17,362	16,500	16,500	16,500	

Expenditure Description	Actual 2014-15	Budgeted 2015-16	Proposed 2016-17	% Change
Salaries & Benefits	0	0	0	0
Operational Charges	1,163	1,500	1,500	1,500
Capital Expenditures	0	0	0	0
Transfer Out - General Fund	17,593	15,000	15,000	15,000
Total Expenditures	18,756	16,500	16,500	16,500

Net Appropriations	-1,394	0	0	0
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Authorized Positions:

None

Purpose of Account:

The Senior Nutrition Grant is state funded and is issued by the Ventura County Agency of Aging. The grant provides nutritional services to the senior citizens of the City of Port Hueneme.

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	
		FY 14/15	FY 15/16	FY 16/17	% CHANGE
Sr Nutrition Grant					
265-0000-561.12-22	Senior Nutrition Grant	15,964	15,000	15,000	0%
265-0000-571.20-00	Senior Nutr Prog Income	1,398	1,500	1,500	0%
TOTAL REVENUE		17,362	16,500	16,500	0%
 					
265-4188-641.53-10	Sr Nutrition Program Exp	1,163	1,500	1,500	0%
265-4188-641.90-20	Operating Transfer Out	17,593	15,000	15,000	0%
OPERATING EXPENSES		18,756	16,500	16,500	0%
 					
TOTAL EXPENDITURES		18,756	16,500	16,500	0%
 					
REVENUE/(LOSS)		(1,394)	-	-	0%

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

**Landscape Maintenance
General Fund**

MISSION

To maintain the City's park and landscaping assets to the highest possible standards.

PRIMARY ACTIVITIES

Services provided by the Landscape Maintenance Division include the following:

- Proper and timely maintenance for landscaping in the parks, medians, and parkways.
- Proper and timely cleaning and maintenance of City restrooms.
- Maintenance of the City's irrigation systems and monitoring of appropriate water use.
- Providing emergency response services as needed (i.e., beach erosion clean ups street clearing of branches, hazardous tree and limb removals)
- Removal of trash and other debris from park ways, parks and medians.

MAJOR ACCOMPLISHMENTS IN 2015-2106:

- Cleared top surface vegetation in Bubbling Spring in anticipation of El Nino storm effects

MAJOR INITIATIVES FOR 2016-2017

- Complete evaluation of the cost effectiveness of the operation through a comparison of in-house versus outsourced services.

CHANGES FROM PRIOR YEAR

- Elimination of Landscape Coordinator
- Contract for landscape maintenance services



City of Port Hueneme - FY 2016-17 Budget

General Fund 001-4204

**Landscape Maintenance
Division Summary**

Direct Revenue	Actual 2014-15	Budgeted 2015-16	Proposed 2016-17	% Change
Revenues	-	-	-	0%
Total Revenues	-	-	-	0%

Expenditure Description	Actual 2014-15	Budgeted 2015-16	Proposed 2016-17	% Change
Salaries & Benefits	774,919	813,136	340,483	-58%
Operational Charges	123,467	236,711	514,536	117%
Capital Expenditures	11,228	12,000	-	-100%
Allocation Charges	135,544	194,768	78,752	-60%
Total Expenditures	1,045,158	1,256,615	933,771	-26%

Net Appropriations	(1,045,158)	(1,256,615)	(933,771)	-26%
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Authorized Positions:

Landscape Coordinator	1.00	1.00	0.50
Landscape Maint Worker II	2.00	2.00	1.00
Landscape Maint Worker I	3.00	3.00	1.50
Maintenance Worker I	0.00	0.00	0.00
Laborer	1.00	1.00	0.50
Laborer PT - (2)	0.00	1.00	0.00
Administrative Specialist III	0.50	0.50	1.00
Grounds Maint Aide PT - (1)	0.50	0.50	0.00
Annuitant PT - (1)	0.00	0.00	0.00
Total	8.00	9.00	4.50

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	
		FY 14/15	FY 15/16	FY 16/17	% CHANGE
Landscape Maintenance					
001-3104-631.10-01	Full Time	367,364	-	183,769	0%
001-3104-631.10-02	Part Time	49,716	-	31,498	0%
001-3104-631.10-03	Overtime	15,503	-	9,000	0%
001-3104-631.10-04	Standby	6,178	-	2,900	0%
001-3104-631.11-02	Cafeteria Earnings	6,098	-	2,821	0%
001-3104-631.11-03	Longevity Pay	9,897	-	4,596	0%
001-3104-631.11-04	Mgmt Benefit	2,400	-	-	0%
001-3104-631.11-09	Annual Leave Buyout	10,102	-	4,645	0%
001-3104-631.20-01	Taxes FICA-Employer	30,291	-	15,298	0%
001-3104-631.20-02	Taxes FICA-Employee	24,968	-	-	0%
001-3104-631.20-03	Taxes Medicare-Employer	7,070	-	3,616	0%
001-3104-631.20-04	Taxes Medicare-Employee	5,848	-	-	0%
001-3104-631.21-01	PERS	105,358	-	59,026	0%
001-3104-631.21-04	POB PERS Debt Svc Alloc	39,804	-	20,496	0%
001-3104-631.21-05	PERS Rate Stabilization	-	-	-	0%
001-3104-631.22-01	LTD/Life Insurance	3,542	-	1,796	0%
001-3104-631.23-01	City Contr Def Comp-401K	2,024	-	1,022	0%
001-3104-631.25-01	Medical Insurance	83,210	-	-	0%
001-3104-631.25-02	Dental Insurance	4,103	-	-	0%
001-3104-631.25-03	Vision Insurance	1,443	-	-	0%
SALARY AND BENEFITS		774,919	-	340,483	0%
001-3104-631.36-05	Cont Svcs-Outside Labor	65,470	-	-	0%
001-3104-631.36-06	Cont Svcs-Uniform Svcs	6,027	-	-	0%
001-3104-631.36-08	Cont Svcs-Miscellaneous	2,375	-	469,566	0%
001-3104-631.36-10	Contra Acc Internal Labor	(1,739)	-	-	0%
001-3104-631.40-02	Cell Phones	1,309	-	-	0%
001-3104-631.51-01	Conference/Travel	2,190	-	-	0%
001-3104-631.52-01	Office Supplies	1,028	-	-	0%
001-3104-631.61-08	Janitorial Supplies	7,833	-	7,770	0%
001-3104-631.61-09	Landscape Supplies	18,936	-	17,000	0%
001-3104-631.61-11	Misc Supplies	670	-	600	0%
001-3104-631.61-15	Safety Supplies	6,679	-	-	0%
001-3104-631.61-20	Plant Material	4,008	-	4,000	0%
001-3104-631.62-01	Mower Parts	2,902	-	-	0%
001-3104-631.62-02	Repair Parts	639	-	-	0%
001-3104-631.62-04	Small Tools	3,610	-	-	0%
001-3104-631.62-06	Equipment Maint Matl	752	-	-	0%
001-3104-631.62-07	Irrigation Maint Repair	-	-	15,600	0%
001-3104-631.65-01	Dues/Memberships	670	-	-	0%
001-3104-631.65-02	Publications	108	-	-	0%
001-3104-631.90-03	ISF Allocation Expenses	135,544	-	78,752	0%
OPERATING EXPENSES		259,011	-	593,288	0%

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS FY 14/15	FY 15/16	PROPOSED FY 16/17	% CHANGE
001-3104-631.70-02	Equipment	11,228	-	-	0%
CAPITAL		11,228	-	-	0%
TOTAL EXPENDITURES		1,045,158	-	933,771	0%

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	
		FY 14/15	FY 15/16	FY 16/17	% CHANGE
Landscape Maintenance					
001-4204-604.10-01	Full Time	-	367,537	-	-100%
001-4204-604.10-02	Part Time	-	62,995	-	-100%
001-4204-604.10-03	Overtime	-	18,000	-	-100%
001-4204-604.10-04	Standby	-	5,800	-	-100%
001-4204-604.11-02	Cafeteria Earnings	-	5,641	-	-100%
001-4204-604.11-03	Longevity Pay	-	9,192	-	-100%
001-4204-604.11-04	Mgmt Benefit	-	1,200	-	-100%
001-4204-604.11-09	Annual Leave Buyout	-	9,289	-	-100%
001-4204-604.20-01	Taxes FICA-Employer	-	30,596	-	-100%
001-4204-604.20-02	Taxes FICA-Employee	-	24,801	-	-100%
001-4204-604.20-03	Taxes Medicare-Employer	-	7,231	-	-100%
001-4204-604.20-04	Taxes Medicare-Employee	-	5,807	-	-100%
001-4204-604.21-01	PERS	-	118,053	-	-100%
001-4204-604.21-04	POB PERS Debt Svc Alloc	-	40,992	-	-100%
001-4204-604.22-01	LTD/Life Insurance	-	3,592	-	-100%
001-4204-604.23-01	City Contr Def Comp-401K	-	2,045	-	-100%
001-4204-604.25-01	Medical Insurance	-	94,746	-	-100%
001-4204-604.25-02	Dental Insurance	-	4,163	-	-100%
001-4204-604.25-03	Vision Insurance	-	1,456	-	-100%
SALARY AND BENEFITS		-	813,136	-	-100%
001-4204-604.36-05	Outside Labor	-	160,000	-	-100%
001-4204-604.36-06	Uniform Services	-	6,000	-	-100%
001-4204-604.36-08	Cont Svcs-Miscellaneous	-	4,500	-	-100%
001-4204-604.40-02	Cell Phone	-	1,706	-	-100%
001-4204-604.51-01	Conference/Travel	-	2,575	-	-100%
001-4204-604.52-01	Office Supplies	-	600	-	-100%
001-4204-604.61-08	Janitorial Supplies	-	7,770	-	-100%
001-4204-604.61-09	Landscape Supplies	-	17,000	-	-100%
001-4204-604.61-11	Misc Supplies	-	400	-	-100%
001-4204-604.61-15	Safety Supplies	-	7,000	-	-100%
001-4204-604.61-20	Plant Material	-	4,000	-	-100%
001-4204-604.62-01	Mower Parts	-	3,600	-	-100%
001-4204-604.62-02	Repair Parts	-	1,000	-	-100%
001-4204-604.62-04	Small Tools	-	3,000	-	-100%
001-4204-604.62-06	Equipment Maint Matl	-	1,000	-	-100%
001-4204-604.62-07	Irrigation Maint Repair	-	15,600	-	-100%
001-4204-604.65-01	Dues/Memberships	-	860	-	-100%
001-4204-604.65-02	Publications	-	100	-	-100%
001-4204-604.90-03	ISF Allocation Expenses	-	194,768	-	-100%
OPERATING EXPENSES		-	431,479	-	-100%

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	
		FY 14/15	FY 15/16	FY 16/17	% CHANGE
001-4204-604.70-02	Equipment	-	5,000	-	-100%
001-4204-604.70-04	Structures/Improvements	-	7,000	-	-100%
CAPITAL		-	12,000	-	-100%
TOTAL EXPENDITURES		-	1,256,615	-	-100%



*** City of Port Hueneme - FY 2016-17 Budget ***

General Fund/Enterprise Funds

Public Works

Department Overview

Source of Funds	Actual 2014-15	Budgeted 2015-16	Projected 2016-17	% Change
Revenues	17,764,421	18,416,000	18,335,030	0%
ISF Allocations	826,587	896,335	651,456	-27%
Reserves	0	2,891,800	2,235,500	-23%
Total Revenues	18,591,008	22,204,135	21,221,986	-4%

Expenditure Description	Actual 2014-15	Budgeted 2015-16	Projected 2016-17	% Change
Salaries & Benefits	4,610,274	4,595,440	3,748,990	-18%
Operational Charges	7,719,066	8,896,060	8,440,932	-5%
Allocation Charges	3,603,893	3,426,061	2,761,892	-19%
Capital Expenditures	957,776	4,384,300	2,911,700	-34%
Capital/Equipment Reserves	0	1,550,000	1,550,000	0%
Debt Service	214,720	517,287	317,364	-39%
Transfers Out	242,665	240,000	240,000	0%
Total Expenditures	17,348,394	23,609,148	19,970,878	-15%
Net Appropriations	1,242,614	-1,405,013	1,251,108	-189%



*** City of Port Hueneme - FY 2016-17 Budget ***

General Fund/Enterprise Funds	Public Works Department Overview		
	Actual 2014-15	Budgeted 2015-16	Projected 2016-17
Authorized Positions:			
Public Works Director	1.00	1.00	1.00
Housing & Facilities Director	0.00	0.00	0.00
Housing & Facilities Svcs Asst	0.00	1.00	1.00
Facilities Maintenance Supt	0.00	1.00	0.00
Facilities Maintenance Worker, Lead	1.00	1.00	0.50
Facilities Maintenance Worker II	3.00	3.00	1.50
Deputy Public Works Director	0.00	0.00	1.00
City Engineer/Streets Supt	1.00	1.00	0.00
Associate Engineer	1.00	0.00	0.00
Construction Inspector I	1.00	1.00	1.00
Engineering Aide	1.00	0.00	0.00
Streets Maint Worker Lead	1.00	1.00	1.00
Streets Maint Worker I	3.00	3.00	3.00
Mechanic I	0.00	0.00	1.00
Mechanic II	2.00	2.00	0.00
Water Operations Manager	0.00	0.00	1.00
Water Superintendent	1.00	1.00	0.00
Water Operator Lead	1.00	1.00	1.00
Water Utility Operator I	3.00	3.00	3.00
Water Utility Operator II	1.00	1.00	1.00
Environmental Services Manager	0.00	0.00	1.00
Wastewater/Solid Waste/Fleet Supt	1.00	1.00	0.00
Wastewater Superintendent	0.00	0.00	0.00
Water Resource Inspector I	1.00	1.00	1.00
EIT/MIS Administrator	1.00	1.00	0.00
Electrical/Instrumentation Technician	1.00	1.00	1.00
Electrical/Mechanical Technician	0.00	0.00	1.00
Wastewater Maintenance Lead	1.00	1.00	1.00
Wastewater Maintenance II	2.00	2.00	2.00
Wastewater Maintenance I	1.00	1.00	1.00
Solid Waste/Fleet Supt	1.00	0.00	0.00
Solid Waste Coordinator	1.00	1.00	1.00
Solid Waste Operator I	0.00	0.00	1.00
Solid Waste Equipment Operator II	5.00	5.00	5.00
Maintenance Worker I	1.00	1.00	1.00
Temp Solid Waste Operator PT - (1)	0.25	0.00	0.00
Admin Specialist III	1.50	1.50	2.00
Admin Specialist II	2.00	2.00	1.00
TOTAL	40.75	39.50	36.00

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

**Public Works Administration
General Fund**

MISSION

Provide leadership, guidance, oversight, and assistance to the divisions of the department in accomplishing their missions.

PRIMARY ACTIVITIES

Attend City council meetings and PHWA meetings, liaise with the City Manager, and carry out the policy decisions of the City Council under the direction of the City Manager

MAJOR ACCOMPLISHMENTS IN 2015-2106:

- Contributed to General Fund cost savings through elimination of management positions and consolidation of functions on a department wide basis.

MAJOR INITIATIVES FOR 2016-2017

- Maintain the highest service possible in light of limited budget resources.
- Continue a review of departmental operations for expenditure savings
- Complete a review of assessment district revenues/expenditures to determine if action is required to ensure cost covering of services.

CHANGES FROM PRIOR YEAR

- Elimination of Administrative position in the office of the Director

**CITY OF PORT HUENEME
FY 2016-2017 BUDGET**

**Facilities Maintenance
General Fund**

MISSION

The Mission of the Facilities Maintenance Division is to provide the citizens, employees, and visitors with building and structural maintenance services of a consistent high quality and cost effectiveness.

PRIMARY ACTIVITIES

Services provided by Facilities Maintenance include routine and preventative maintenance on all City facilities, structures and public areas. This includes, but is not limited to, the Civic Center, Community Center, Public Works facilities, Beach facilities, and Pier.

The Facilities Maintenance Division also maintains the key and access control security system for the City and has staff to respond in a timely manner to graffiti vandalism. This Division is also responsible for after-hours response in the event of an emergency.

MAJOR ACCOMPLISHMENTS IN 2015-2106:

- Contributed to General Fund cost savings through elimination of management positions and consolidation of functions.

MAJOR INITIATIVES FOR 2016-2017

- Maintain the highest service possible in light of limited budget resources. Evaluate private sector proposals for assuming the facilities function.

CHANGES FROM PRIOR YEAR

- Complete RFP process for outsourcing of the activities which would result in the elimination of four positions.



■■■ City of Port Hueneme - FY 2016-17 Budget ■■■

General Fund		Public Works			
General Fund Overview					
Direct Revenue	Actual 2014-15	Budgeted 2015-16	Proposed 2016-17	% Change	
Revenues	826,587	896,335	651,456	-27%	
Total Revenues	826,587	896,335	651,456	-27%	
Expenditure Description	Actual 2014-15	Budgeted 2015-16	Proposed 2016-17	% Change	
Salaries & Benefits	1,818,548	1,506,542	995,543	-34%	
Operational Charges	717,470	793,751	985,727	24%	
Capital Expenditures	54,885	367,400	487,000	33%	
Allocated Charges	248,034	254,770	253,430	-1%	
Total Expenditures	2,838,937	2,922,463	2,721,700	-7%	
Net Appropriations	-2,012,350	-2,026,128	-2,070,244	2%	

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS FY 14/15	FY 15/16	PROPOSED FY 16/17	% CHANGE
Facilities Maintenance					
001-1370-613.10-01	Full Time	362,119	261,507	130,753	-50%
001-1370-613.10-03	Overtime	6,608	7,500	-	-100%
001-1370-613.10-04	Standby	8,409	8,060	4,030	-50%
001-1370-613.11-02	Cafeteria Earnings	23,897	12,142	6,071	-50%
001-1370-613.11-03	Longevity Pay	11,613	9,111	4,556	-50%
001-1370-613.11-04	Mgmt Benefit	1,200	-	-	0%
001-1370-613.11-09	Annual Leave Buyout	30,072	5,427	2,714	-50%
001-1370-613.20-01	Taxes FICA-Employer	29,843	18,839	9,420	-50%
001-1370-613.20-02	Taxes FICA-Employee	29,784	18,839	-	-100%
001-1370-613.20-03	Taxes Medicare-Employer	6,962	4,406	2,203	-50%
001-1370-613.20-04	Taxes Medicare-Employee	6,976	4,414	-	-100%
001-1370-613.21-01	PERS	104,471	80,157	40,078	-50%
001-1370-613.21-04	POB PERS Debt Svc Alloc	42,360	27,834	13,917	-50%
001-1370-613.21-05	Pers Rate Stabilization	-	-	-	0%
001-1370-613.22-01	LTD/Life Insurance	3,363	2,414	1,207	-50%
001-1370-613.23-01	City Contr Def Comp-401K	1,858	-	-	0%
001-1370-613.25-01	Medical Insurance	38,055	41,940	20,970	-50%
001-1370-613.25-02	Dental Insurance	1,065	1,065	533	-50%
001-1370-613.25-03	Vision Insurance	997	907	454	-50%
SALARY AND BENEFITS		709,652	504,562	236,906	-53%
001-1370-613.36-06	Cont Svcs-Uniform Svcs	895	1,000	-	-100%
001-1370-613.36-08	Cont Svcs-Miscellaneous	28,741	32,900	321,962	879%
001-1370-613.36-10	Alarm Monitoring	2,724	3,000	3,000	0%
001-1370-613.36-17	Janitorial Services	36,803	36,805	36,805	0%
001-1370-613.36-20	Pest Control	1,579	1,670	1,700	2%
001-1370-613.36-22	Fire Extinguisher/Supp	1,095	1,800	1,200	-33%
001-1370-613.36-23	Generator Services	2,671	4,810	2,500	-48%
001-1370-613.40-01	Utilities	-	2,500	-	-100%
001-1370-613.40-02	Cell Phones	963	900	150	-83%
001-1370-613.51-01	Conference/Travel	48	100	-	-100%
001-1370-613.52-01	Office Supplies	495	500	300	-40%
001-1370-613.53-08	Graffiti Removal	3,291	4,000	4,000	0%
001-1370-613.58-38	Bldg Maint-Marine Supply	28,106	-	-	0%
001-1370-613.61-01	Parking Machine Supplies	-	20,283	20,783	2%
001-1370-613.61-02	Building Maint Supplies	46,229	37,000	37,000	0%
001-1370-613.61-04	Clothing Expense/Reimb	1,137	800	-	-100%
001-1370-613.61-15	Safety Supplies	444	600	100	-83%
001-1370-613.62-04	Small Tools	4,434	2,500	-	-100%
001-1370-613.90-03	ISF Allocation Expenses	81,817	88,570	89,414	1%
OPERATING EXPENSES		241,472	239,738	518,914	116%
001-1370-613.70-04	Structures/Improvements	-	132,400	72,000	-46%
CAPITAL		-	132,400	72,000	-46%
TOTAL EXPENDITURES		951,124	876,700	827,820	-6%

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

**Engineering
General Fund**

MISSION

The Public Works Engineering Division's mission is to carry out its primary activities in a manner designed to minimize administrative costs to the greatest degree practicable.

PRIMARY ACTIVITIES

The Engineering Division:

- Provides civil engineering design, construction management, and inspection services for public works and street maintenance projects.
- Reviews and inspects the civil portions of private developments.
- Processes encroachment and transportation permits.
- Reviews and responds to public requests for service related to public works streets infrastructure.
- Provides support to other departments in their assignments.

MAJOR ACCOMPLISHMENTS IN 2015-2106:

- Provided development review services for the Do it Center, Ross Dressed for Less, McDonalds and others.

MAJOR INITIATIVES FOR 2016-2017

- Completed assessment of streets for microsurfacing.
- Design and construct a street rehabilitation and microsurfacing project.
- Assist the Water Operations Division with their Water Distribution System Master Plan CIP implementation with specification and design review services.
- Assist Planning with meeting code requirements for new development.
- Complete review of assessment district revenues/expenditures to determine what action is needed to ensure cost covering.

CHANGES FROM PRIOR YEAR

- Expansion of management responsibilities with assignment of landscaping and facilities activities to the division

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
Engineering					
001-3101-631.10-01	Full Time	232,253	161,677	164,834	2%
001-3101-631.10-03	Overtime	5,460	4,500	3,100	-31%
001-3101-631.11-02	Cafeteria Earnings	18,953	11,300	18,175	61%
001-3101-631.11-03	Longevity Pay	2,565	1,431	1,431	0%
001-3101-631.11-04	Mgmt Benefit	1,608	1,380	-	-100%
001-3101-631.11-05	Car Allowance	818	360	360	0%
001-3101-631.11-09	Annual Leave Buyout	-	9,529	4,200	-56%
001-3101-631.20-01	Taxes FICA-Employer	15,857	10,936	10,406	-5%
001-3101-631.20-02	Taxes FICA-Employee	15,001	7,808	-	-100%
001-3101-631.20-03	Taxes Medicare-Employer	4,081	3,215	2,787	-13%
001-3101-631.20-04	Taxes Medicare-Employee	3,276	1,937	-	-100%
001-3101-631.21-01	PERS	68,641	50,811	54,462	7%
001-3101-631.21-04	POB PERS Debt Svc Alloc	29,321	17,643	8,822	-50%
001-3101-631.21-05	PERS Rate Stabilization	-	-	-	0%
001-3101-631.22-01	LTD/Life Insurance	1,991	1,436	1,388	-3%
001-3101-631.23-01	City Contr Def Comp-401K	1,557	685	726	6%
001-3101-631.23-02	City Contr Def Comp-457	2,871	1,610	1,651	3%
001-3101-631.25-01	Medical Insurance	5,011	4,088	2,273	-44%
001-3101-631.25-02	Dental Insurance	1,274	658	575	-13%
001-3101-631.25-03	Vision Insurance	48	38	38	0%
SALARY AND BENEFITS		410,586	291,042	275,228	-5%
001-3101-631.36-08	Cont Svcs-Miscellaneous	24,860	50,808	23,000	-55%
001-3101-631.40-01	Utilities	5,725	5,400	5,400	0%
001-3101-631.40-02	Cell Phones	744	875	1,100	26%
001-3101-631.51-01	Conference/Travel	152	750	450	-40%
001-3101-631.52-01	Office Supplies	2,374	4,200	1,500	-64%
001-3101-631.52-02	Postage	68	600	200	-67%
001-3101-631.52-03	Printing/Publications	1,584	2,000	1,600	-20%
001-3101-631.61-11	Misc Supplies	347	450	500	11%
001-3101-631.61-15	Safety Supplies	-	350	-	-100%
001-3101-631.65-01	Dues/Memberships	468	650	700	8%
001-3101-631.65-02	Publications	827	800	600	-25%
001-3101-631.90-03	ISF Allocation Expenses	58,258	44,017	68,498	56%
OPERATING EXPENSES		95,407	110,900	103,548	-7%
TOTAL EXPENDITURES		505,993	401,942	378,776	-6%

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

**Streets
General Fund**

MISSION

The Public Works Streets Division's mission is to maintain the City's right-of-way infrastructure in a timely, cost-effective manner that minimizes inconvenience to the traveling public, insofar as is practicable.

PRIMARY ACTIVITIES

Primary services performed by the Streets Division includes the maintenance and repair of the City's right-of-way infrastructure, including:

- Streets and sidewalks.
- Traffic signals, signage, and lighting.
- Street signage.
- Pavement striping and markings.
- Contract management for all vendor activities

MAJOR ACCOMPLISHMENTS IN 2015-2106:

- Crack sealed streets ahead of the street microsurfacing CIP project.

MAJOR INITIATIVES FOR 2016-2017

- Repaint pavement limit lines, crosswalks, and legends for one-third of the City streets.
- Initiate a mutually beneficial process for proper closing of water projects taking place in City streets.
- Complete microsurfacing in areas throughout the City.

CHANGES FROM PRIOR YEAR

- Charging the water fund for street work completed by street crew.
- Reduction of capital improvement money for street maintenance.

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
Streets					
001-3102-631.10-01	Full Time	202,536	198,088	196,435	-1%
001-3102-631.10-03	Overtime	4,596	5,800	320	-94%
001-3102-631.10-04	Standby	1,954	2,000	7,800	290%
001-3102-631.11-02	Cafeteria Earnings	16,896	16,810	16,638	-1%
001-3102-631.11-03	Longevity Pay	4,879	6,210	6,200	0%
001-3102-631.11-06	Bilingual Premium	600	598	598	0%
001-3102-631.11-09	Annual Leave Buyout	4,439	7,245	7,300	1%
001-3102-631.20-01	Taxes FICA-Employer	15,727	14,645	13,376	-9%
001-3102-631.20-02	Taxes FICA-Employee	15,604	14,532	-	-100%
001-3102-631.20-03	Taxes Medicare-Employer	3,678	3,425	3,128	-9%
001-3102-631.20-04	Taxes Medicare-Employee	3,655	3,404	-	-100%
001-3102-631.21-01	PERS	56,842	60,652	66,659	10%
001-3102-631.21-04	POB PERS Debt Svc Alloc	21,394	21,061	10,531	-50%
001-3102-631.21-05	PERS Rate Stabilization	-	-	-	0%
001-3102-631.22-01	LTD/Life Insurance	1,919	1,920	1,853	-3%
001-3102-631.25-01	Medical Insurance	24,074	26,151	25,915	-1%
001-3102-631.25-02	Dental Insurance	1,214	1,627	1,555	-4%
001-3102-631.25-03	Vision Insurance	820	813	808	-1%
SALARY AND BENEFITS		380,827	384,981	359,116	-7%
001-3102-631.36-06	Cont Svcs-Uniform Svcs	4,144	1,600	2,000	25%
001-3102-631.37-01	Misc Work Request	8,489	5,000	1,000	-80%
001-3102-631.40-01	Utilities	2,021	2,500	700	-72%
001-3102-631.40-02	Cell Phones	749	700	700	0%
001-3102-631.51-01	Conference/Travel	-	350	-	-100%
001-3102-631.61-11	Misc Supplies	4,400	5,000	5,000	0%
001-3102-631.61-15	Safety Supplies	594	600	1,000	67%
001-3102-631.62-02	Repair Parts	320	600	600	0%
001-3102-631.62-04	Small Tools	4,155	3,000	3,000	0%
001-3102-631.63-02	Hueneme Bay Medians Supp	3,600	3,600	-	-100%
001-3102-631.63-03	Street Signs	2,772	2,500	2,500	0%
001-3102-631.63-05	Traffic Control Supplies	1,190	2,600	1,200	-54%
001-3102-631.65-01	Dues/Memberships	305	300	300	0%
001-3102-631.90-03	ISF Allocation Expenses	86,785	99,155	71,532	-28%
OPERATING EXPENSES		119,524	127,505	89,532	-30%
001-3102-631.70-04	Structures/Improvements	54,885	235,000	415,000	77%
CAPITAL		54,885	235,000	415,000	77%
TOTAL EXPENDITURES		555,236	747,486	863,648	16%

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

**Fleet Maintenance
Internal Service Fund**

MISSION

It is the mission of the Fleet Division to provide excellent professional and technical services in the maintenance and repair of the City's vehicle fleet and equipment.

PRIMARY ACTIVITIES

Services provided by the Fleet Division include the following:

- Servicing all vehicles and work equipment in a timely, cost efficient manner.
- Coordinating the servicing of vehicles by others when necessary.
- Tracking maintenance schedules for all vehicles to ensure proper maintenance cycles.
- Maintaining State and County environmental and air regulation compliance as it relates to the Fuel Underground Storage Tanks and Vehicle Emissions.

MAJOR ACCOMPLISHMENTS IN 2015-2016:

- Performed critical analysis of all vehicle inventory and adjusted replacement schedules based on condition and expected usage.
- Implemented major repair option where vehicle value was determined to be cost beneficial over replacement of vehicle.

MAJOR INITIATIVES FOR 2016-2017

- Replace retired staff with qualified mechanics with a focus of reducing overall program costs by outsourcing or in-sourcing for efficiency.
- Update inventory condition assessment list.

Multi-year Initiatives

- Evaluate all inventory each year and update replacement versus repair cost benefit.

CHANGES FROM PRIOR YEAR

- Elimination of one Fleet Mechanic
- Reduction of fleet maintenance due to outsourcing of activities

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
Internal Svc - Fleet/Equip					
448-0000-591.90-00	ISF Allocations	826,587	896,335	651,456	-27%
TOTAL REVENUE		826,587	896,335	651,456	-27%
448-3103-631.10-01	Full Time	153,917	158,839	78,705	-50%
448-3103-631.10-03	Overtime	250	1,100	-	-100%
448-3103-631.11-02	Cafeteria Earnings	608	1,035	1,016	-2%
448-3103-631.11-03	Longevity Pay	5,122	5,559	-	-100%
448-3103-631.11-04	Mgmt Benefit	180	180	-	-100%
448-3103-631.11-09	Annual Leave Buyout	5,126	31,973	-	-100%
448-3103-631.20-01	Taxes FICA-Employer	10,817	10,842	4,979	-54%
448-3103-631.20-02	Taxes FICA-Employee	10,810	10,934	-	-100%
448-3103-631.20-03	Taxes Medicare-Employer	2,527	2,608	1,165	-55%
448-3103-631.20-04	Taxes Medicare-Employee	2,532	2,608	-	-100%
448-3103-631.21-01	PERS	44,108	49,125	15,128	-69%
448-3103-631.21-04	POB PERS Debt Svc Alloc	16,624	17,058	8,529	-50%
448-3103-631.21-05	PERS Rate Stabilization	-	-	-	0%
448-3103-631.22-01	LTD/Life Insurance	1,363	1,437	702	-51%
448-3103-631.23-01	City Contr Def Comp-401K	414	420	-	-100%
448-3103-631.25-01	Medical Insurance	26,559	30,049	12,531	-58%
448-3103-631.25-02	Dental Insurance	1,747	1,826	1,310	-28%
448-3103-631.25-03	Vision Insurance	349	364	228	-37%
448-3103-631.28-01	Incr/Decr Annual Lv Value	34,430	-	-	0%
SALARIES AND BENEFITS		317,483	325,957	124,293	-62%
448-3103-631.36-05	Cont Svcs-Outside Labor	134,746	155,000	-	-100%
448-3103-631.36-06	Cont Svcs-Uniform Svcs	2,381	2,500	1,300	-48%
448-3103-631.36-08	Cont Svcs-Miscellaneous	5,619	18,000	161,000	794%
448-3103-631.36-18	Car Wash Contract	11,743	13,950	-	-100%
448-3103-631.51-01	Conference/Travel	304	500	500	0%
448-3103-631.58-40	Regulatory Compliance Fee	19,231	20,000	20,000	0%
448-3103-631.61-06	Gasoline	222,406	225,000	205,000	-9%
448-3103-631.61-11	Misc Supplies	2,051	1,500	1,700	13%
448-3103-631.61-12	Oil	7,534	10,500	10,500	0%
448-3103-631.62-02	Repair Parts	40,592	54,000	56,777	5%
448-3103-631.62-04	Small Tools	1,200	1,200	1,200	0%
448-3103-631.62-05	Tires/Tubes	40,042	45,000	45,000	0%
448-3103-631.65-01	Dues/Memberships	78	200	200	0%
448-3103-631.90-03	ISF Allocation Expenses	21,174	23,028	23,986	4%
OPERATING EXPENSES		509,101	570,378	527,163	-8%
TOTAL EXPENDITURES		826,584	896,335	651,456	-27%
REVENUE/(LOSS)		3	-	-	0%



*** City of Port Hueneme - FY 2016-17 Budget ***

Enterprise Funds

Public Works Enterprise

Enterprise Funds Overview

Source of Funds	Actual 2014-15	Budgeted 2015-16	Projected 2016-17	% Change
Revenues	16,194,078	17,057,002	16,594,397	-3%
Reserves	-	2,891,800	2,235,500	-23%
Total Revenues	16,194,078	19,948,802	18,829,897	-6%

Expenditure Description	Actual 2014-15	Budgeted 2015-16	Projected 2016-17	% Change
Salaries & Benefits	2,791,726	3,088,898	2,753,447	-11%
Operational Charges	6,625,980	7,317,007	7,495,205	2%
Capital Expenditures	115,066	3,304,900	2,424,700	-27%
Debt Service	214,720	517,287	317,364	-39%
Allocation Charges	2,999,466	2,768,791	2,508,462	-9%
Capital/Equipment Reserves	-	1,550,000	1,550,000	0%
Transfer Outs	200,000	200,000	200,000	0%
Total Expenditures	12,946,958	18,746,883	17,249,178	-8%

Net Appropriations	3,247,120	1,201,919	1,580,719	32%
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**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

**Water Operations
Enterprise Fund**

MISSION

It is the Mission of the Water Division to protect public health by ensuring an uninterrupted supply of water is delivered to the residents that meets or exceeds State Department of Public Health water quality standards.

PRIMARY ACTIVITIES

Services provided by the Water Division include monitoring water quality; operation and maintaining of the potable water distribution system and providing public outreach on water conservation, rebate programs and customer service.

MAJOR ACCOMPLISHMENTS IN 2015-2106:

- Ensured the City met drought related conservation standards.
- Refined the priority of capital projects for FY 2016-17.

MAJOR INITIATIVES FOR 2016-2017

- Complete water financial analysis
- Continue to monitor and react to drought related effects and regulations.
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- Initiate the design of major capital projects to increase capacity in Ventura Road and Channel Islands Boulevard

Multi-year Initiatives

- Prioritize and implement the Capital Improvement Program from the Water Distribution System Master Plan.

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
Water Operations Fund					
441-0000-531.12-00	Delinquent Fees	135,368	148,000	121,450	-18%
441-0000-543.31-00	COPH Services	868	407,000	-	-100%
441-0000-543.31-01	Single Unit Residential	1,445,941	1,680,250	1,425,000	-15%
441-0000-543.31-02	Multi-Unit Residential	579,290	611,510	694,400	14%
441-0000-543.31-04	Commercial/Irrigation	987,727	1,184,420	1,075,000	-9%
441-0000-543.35-00	COPH Fixed Charges	-	-	180,000	0%
441-0000-543.35-01	Fixed Single Unit Residen	2,283,276	2,333,290	2,315,000	-1%
441-0000-543.35-02	Fixed Multi-unit Resident	1,121,391	1,170,400	1,133,000	-3%
441-0000-543.35-04	Fixed Commercial/Irrigati	775,925	780,870	800,000	2%
441-0000-552.24-00	Interest	-	(25,000)	-	-100%
441-0000-584.00-00	Miscellaneous Revenues	22,720	10,000	15,000	50%
441-0000-595.50-00	Structure/Improv Reserves	-	2,179,200	910,000	-58%
TOTAL REVENUE		7,352,506	10,479,940	8,668,850	-17%
441-6151-661.10-01	Full Time	440,382	458,564	321,474	-30%
441-6151-661.10-03	Overtime	27,321	10,000	16,000	60%
441-6151-661.10-04	Standby	12,267	4,100	8,000	95%
441-6151-661.11-02	Cafeteria Earnings	20,390	18,980	21,857	15%
441-6151-661.11-03	Longevity Pay	2,915	4,607	4,600	0%
441-6151-661.11-04	Mgmt Benefit	1,164	1,620	-	-100%
441-6151-661.11-05	Car Allowance	530	840	840	0%
441-6151-661.11-06	Bilingual Premium	775	538	837	56%
441-6151-661.11-09	Annual Leave Buyout	6,402	16,175	12,000	-26%
441-6151-661.11-10	Compensatory Leave Buyout	1,116	-	-	0%
441-6151-661.20-01	Taxes FICA-Employer	32,475	29,569	22,904	-23%
441-6151-661.20-02	Taxes FICA-Employee	19,460	19,368	-	-100%
441-6151-661.20-03	Taxes Medicare-Employer	7,635	7,808	5,748	-26%
441-6151-661.20-04	Taxes Medicare-Employee	4,216	4,232	-	-100%
441-6151-661.21-01	PERS	118,434	135,288	137,360	2%
441-6151-661.21-04	POB PERS Debt Svc Alloc	47,049	46,977	23,400	-50%
441-6151-661.21-05	PERS Rate Stabilization	-	-	-	0%
441-6151-661.22-01	LTD/Life Insurance	3,959	3,970	3,217	-19%
441-6151-661.23-01	City Contr Def Comp-401K	2,774	2,998	3,094	3%
441-6151-661.23-02	City Contr Def Comp-457	-	805	825	2%
441-6151-661.25-01	Medical Insurance	57,601	57,647	32,501	-44%
441-6151-661.25-02	Dental Insurance	3,361	4,539	3,127	-31%
441-6151-661.25-03	Vision Insurance	1,107	1,058	723	-32%
441-6151-661.28-01	Incr/Decr Annual Lv Value	2,592	-	-	0%
SALARIES AND BENEFITS		813,925	829,683	618,507	-25%

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
441-6151-661.36-08	Cont Svcs-Miscellaneous	126,299	353,400	272,350	-23%
441-6151-661.40-01	Utilities	17,204	21,000	18,500	-12%
441-6151-661.40-02	Cell Phones	1,056	4,670	1,920	-59%
441-6151-661.51-01	Conference/Travel	2,362	6,000	6,000	0%
441-6151-661.52-01	Office Supplies	3,183	3,100	3,100	0%
441-6151-661.52-03	Printing/Publications	1,904	3,000	6,000	100%
441-6151-661.58-02	Bad Debt Expense	189	-	-	0%
441-6151-661.58-05	Interest Expense	748,414	748,414	712,094	-5%
441-6151-661.58-07	Principal Expense	-	346,092	382,412	10%
441-6151-661.58-26	Depreciation Expense	258,811	-	-	0%
441-6151-661.58-27	Amortization Expense	193,222	-	-	0%
441-6151-661.61-07	General System Maint	18,531	98,000	56,000	-43%
441-6151-661.61-15	Safety Supplies	307	900	900	0%
441-6151-661.62-07	Irrigation Maint Repair	14,729	-	1,000	0%
441-6151-661.65-01	Dues/Memberships	10,704	11,150	11,150	0%
441-6151-661.66-01	Water Analysis	18,604	20,000	20,000	0%
441-6151-661.66-02	Water PHWA Fixed Charges	833,980	1,149,000	1,887,820	64%
441-6151-661.66-03	Water PHWA Variable Chrgs	1,413,588	1,683,000	1,500,239	-11%
441-6151-661.66-04	Water Meters	425	130,000	10,000	-92%
441-6151-661.67-06	Reserve Expense	-	750,000	750,000	0%
441-6151-661.68-01	WATER CONSERVATION	5,735	12,000	6,000	-50%
441-6151-661.90-01	Cost Allocation	946,820	936,900	936,900	0%
441-6151-661.90-03	ISF Allocation Expenses	60,455	62,341	89,131	43%
OPERATING EXPENSES		4,676,522	6,338,967	6,671,516	5%
441-6151-661.70-03	Office Equipment	2,399	1,100	3,100	182%
441-6151-661.70-04	Structures/Improvements	48,359	2,179,200	910,000	-58%
441-6151-661.70-05	Vehicles	-	67,500	35,000	-48%
CAPITAL		50,758	2,247,800	948,100	-58%
TOTAL EXPENDITURES		5,541,205	9,416,450	8,238,123	-13%
REVENUE/(LOSS)		1,811,301	1,063,490	430,727	-59%

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
Water Plant Operations Fd					
443-0000-552.24-00	Interest	(1,110)	(300)	-	-100%
443-0000-563.32-00	PHWA Revenue	940,672	1,251,925	1,188,447	-5%
TOTAL REVENUE		939,562	1,251,625	1,188,447	-5%
443-6152-661.10-01	Full Time	139,080	227,797	232,697	2%
443-6152-661.10-03	Overtime	13,110	15,000	15,000	0%
443-6152-661.10-04	Standby	4,111	8,700	8,700	0%
443-6152-661.11-02	Cafeteria Earnings	6,589	10,408	24,457	135%
443-6152-661.11-03	Longevity Pay	1,775	3,291	1,500	-54%
443-6152-661.11-04	Mgmt Benefit	300	600	-	-100%
443-6152-661.11-06	Bilingual Premium	-	-	359	0%
443-6152-661.11-09	Annual Leave Buyout	1,450	2,377	8,000	237%
443-6152-661.11-10	Compensatory Leave Buyout	221	-	-	0%
443-6152-661.20-01	Taxes FICA-Employer	10,705	15,051	14,427	-4%
443-6152-661.20-02	Taxes FICA-Employee	7,812	9,299	-	-100%
443-6152-661.20-03	Taxes Medicare-Employer	2,499	3,796	3,374	-11%
443-6152-661.20-04	Taxes Medicare-Employee	1,830	2,332	-	-100%
443-6152-661.21-01	PERS	33,537	64,270	76,653	19%
443-6152-661.21-04	POB PERS Debt Svc Alloc	13,386	22,317	11,159	-50%
443-6152-661.21-05	PERS Rate Stabilization	-	-	-	0%
443-6152-661.22-01	LTD/Life Insurance	1,207	1,910	1,416	-26%
443-6152-661.23-01	City Contr Def Comp-401K	788	1,400	1,400	0%
443-6152-661.25-01	Medical Insurance	16,148	31,150	12,565	-60%
443-6152-661.25-02	Dental Insurance	779	2,382	1,018	-57%
443-6152-661.25-03	Vision Insurance	302	606	174	-71%
443-6152-661.28-01	Incr/Decr Annual Lv Value	2,597	-	-	0%
SALARIES AND BENEFITS		258,226	422,686	412,899	-2%
443-6152-661.36-08	Cont Svcs-Miscellaneous	32,590	110,000	157,550	43%
443-6152-661.40-01	Utilities	140,574	145,000	100,000	-31%
443-6152-661.40-02	Cell Phones	435	1,960	500	-74%
443-6152-661.51-01	Conference/Travel	1,111	3,000	3,000	0%
443-6152-661.52-01	Office Supplies	1,378	1,400	1,460	4%
443-6152-661.61-03	Chemicals	127,600	140,000	75,000	-46%
443-6152-661.61-07	General System Maint	117,564	105,000	90,000	-14%
443-6152-661.61-15	Safety Supplies	596	1,100	700	-36%
443-6152-661.65-01	Dues/Memberships	5,073	7,100	7,100	0%
443-6152-661.66-01	Water Analysis	14,526	20,000	20,000	0%
443-6152-661.66-04	Water Meters	-	6,000	6,000	0%
443-6152-661.90-01	Cost Allocation	197,409	245,200	245,200	0%
443-6152-661.90-03	ISF Allocation Expenses	42,442	43,179	49,330	14%
OPERATING EXPENSES		681,298	828,939	755,840	-9%
TOTAL EXPENDITURES		939,524	1,251,625	1,168,739	-7%
REVENUE/(LOSS)		38	-	19,708	0%

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

**Wastewater Operations
Enterprise Fund**

MISSION

It is the Mission of the Wastewater Division to protect public health by providing systems to ensure wastewater is transported from businesses and residences to the wastewater treatment plant for proper handling and disposal.

PRIMARY ACTIVITIES

Services provided by the Wastewater Division include the maintenance and repair of the wastewater collection system and storm drain system. The division also provides contract services to Channel Islands Beach Community Services District (CIBCS D) for the operation and maintenance of their collection systems.

MAJOR ACCOMPLISHMENTS IN 2015-2106:

- Completed cleaning and assessment of entire collection system.
- Completed in-house upgrades to 50 deteriorated manholes in the system.
- Met contractual obligations for sewer service contract with Channel Islands Beach Community Services District.
- Began negotiations with City of Oxnard on new sewer service discharge agreement.

MAJOR INITIATIVES FOR 2016-2017

- Complete sewer lining project of identified deficient segments.
- Begin infiltration elimination project through use of grout injection methods.

Multi-year Initiatives

- Continue to provide a systematic rehabilitation program of all sewer assets to ensure a safe and reliable sewer system.

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
Wastewater Operations Fd					
444-0000-531.12-00	Delinquent Fees	44,812	40,000	40,000	0%
444-0000-543.31-00	COPH Services	3,555,803	3,460,400	3,460,400	0%
444-0000-543.34-00	Navy Commercial Contract	29,508	30,000	-	-100%
444-0000-543.37-00	CIBCSO Services	157,219	100,000	50,000	-50%
444-0000-543.38-00	Connection Fees	3,000	3,000	3,000	0%
444-0000-543.60-02	Hideaways	3,090	3,000	3,200	7%
444-0000-552.20-10	Refuse PN#06-02	13,213	4,737	-	-100%
444-0000-552.21-00	Investments	1	-	-	0%
444-0000-552.24-00	Interest	-	(50,000)	12,000	-124%
444-0000-584.00-00	Miscellaneous Revenues	86	-	-	0%
444-0000-591.13-00	Stormwater Program	42,665	40,000	40,000	0%
444-0000-595.50-00	Structure/Improv Reserves	-	386,200	803,000	108%
TOTAL REVENUE		3,849,397	4,017,337	4,411,600	10%
444-6153-661.10-01	Full Time	438,370	479,794	479,794	0%
444-6153-661.10-03	Overtime	15,765	12,000	15,550	30%
444-6153-661.10-04	Standby	10,616	10,080	10,080	0%
444-6153-661.11-02	Cafeteria Earnings	31,350	33,614	33,614	0%
444-6153-661.11-03	Longevity Pay	11,122	11,732	11,732	0%
444-6153-661.11-04	Mgmt Benefit	780	1,116	-	-100%
444-6153-661.11-05	Car Allowance	530	600	600	0%
444-6153-661.11-09	Annual Leave Buyout	9,053	18,359	18,359	0%
444-6153-661.11-10	Compensatory Leave Buyout	118	-	-	0%
444-6153-661.20-01	Taxes FICA-Employer	32,447	34,335	34,335	0%
444-6153-661.20-02	Taxes FICA-Employee	29,193	30,733	-	-100%
444-6153-661.20-03	Taxes Medicare-Employer	7,635	8,499	8,499	0%
444-6153-661.20-04	Taxes Medicare-Employee	6,496	6,867	-	-100%
444-6153-661.21-01	PERS	119,507	147,772	154,400	4%
444-6153-661.21-04	POB PERS Debt Svc Alloc	47,139	51,312	25,656	-50%
444-6153-661.21-05	PERS Rate Stabilization	-	-	-	0%
444-6153-661.22-01	LTD/Life Insurance	3,879	4,276	4,276	0%
444-6153-661.23-01	City Contr Def Comp-401K	2,240	2,346	2,346	0%
444-6153-661.23-02	City Contr Def Comp-457	-	-	825	0%
444-6153-661.25-01	Medical Insurance	36,403	40,810	40,810	0%
444-6153-661.25-02	Dental Insurance	1,212	1,138	1,138	0%
444-6153-661.25-03	Vision Insurance	607	616	616	0%
444-6153-661.28-01	Incr/Decr Annual Lv Value	(8,209)	-	-	0%
SALARIES AND BENEFITS		796,253	895,999	842,630	-6%

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
444-6153-661.35-04	Cont Svcs-Oxn WW Plant	946,515	946,000	946,000	0%
444-6153-661.36-08	Cont Svcs-Miscellaneous	33,899	85,161	51,650	-39%
444-6153-661.40-01	Utilities	18,602	22,000	22,950	4%
444-6153-661.40-02	Cell Phones	1,571	1,500	1,200	-20%
444-6153-661.51-01	Conference/Travel	6,334	7,250	3,500	-52%
444-6153-661.52-01	Office Supplies	2,458	2,700	2,700	0%
444-6153-661.58-26	Depreciation Expense	296,861	-	-	0%
444-6153-661.61-07	General System Maint	48,031	75,000	75,000	0%
444-6153-661.61-15	Safety Supplies	2,243	4,000	4,000	0%
444-6153-661.65-01	Dues/Memberships	2,367	3,610	2,510	-30%
444-6153-661.67-06	Reserve Expense	-	450,000	450,000	0%
444-6153-661.90-01	Cost Allocation	691,501	453,600	453,600	0%
444-6153-661.90-03	ISF Allocation Expenses	103,532	133,736	120,027	-10%
OPERATING EXPENSES		2,153,914	2,184,557	2,133,137	-2%
444-6153-661.70-02	Equipment	2,413	44,100	12,500	-72%
444-6153-661.70-03	Office Equipment	1,200	700	3,600	414%
444-6153-661.70-04	Structures/Improvements	3,454	386,200	367,000	-5%
444-6153-661.70-05	Vehicles	-	23,000	436,000	1796%
CAPITAL		7,067	454,000	819,100	80%
444-6153-661.80-04	Fiscal Agent Fees	2,737	5,153	2,800	-46%
444-6153-661.80-45	Bond Principal Payments	-	120,000	125,000	4%
444-6153-661.80-46	Bond Interest Payments	196,664	194,400	189,564	-2%
DEBT SERVICE		199,401	319,553	317,364	-1%
TOTAL EXPENDITURES		3,156,635	3,854,109	4,112,231	7%
REVENUE/(LOSS)		692,762	163,228	299,369	83%

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

**Solid Waste Operations
Enterprise Fund**

MISSION

It is the Mission of the Solid Waste Division to protect public health by safely removing solid waste materials to recycling facilities and to the solid waste transfer station for proper disposal and/or reuse.

PRIMARY ACTIVITIES

Services provided by the Solid Waste Division include picking up trash and recyclables from commercial and residential customers on set schedules throughout the City. Special services are provided for green waste products, bulky items, and construction or large clean-up activities. The Division funds the contract household hazardous waste services for City residents. This Division provides contract services to the Navy for solid waste pickup.

MAJOR ACCOMPLISHMENTS IN 2015-2106:

- Successfully passed annual solid waste audit performed by State.
- Negotiated new contract with NBVC to take over commercial recycling services.
- Began implementation of new organics recycling program mandate under AB 1826.

MAJOR INITIATIVES FOR 2016-2017

- Negotiate new solid waste handling agreement with City of Oxnard.
- Continue implementation of new organics recycling following AB 1826 standards.
- Evaluate the solid waste fleet for proper replacement of aging vehicles

Multi-year Initiatives

- Research and implement new technologies, secure cost friendly disposal agreements and provide outstanding customer service to residents, businesses and NBVC.

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
Solid Waste Operations Fd					
447-0000-531.12-00	Delinquent Fees	39,680	30,000	30,000	0%
447-0000-543.31-00	COPH Services	1,535,452	1,408,000	1,408,000	0%
447-0000-543.31-10	Rental Bin Pull/Dump	38,341	30,000	30,000	0%
447-0000-543.31-11	Rental Bin Tonage	61,259	80,000	80,000	0%
447-0000-543.34-00	Navy Commercial Contract	970,789	936,000	936,000	0%
447-0000-543.36-00	COPH Commercial Revenue	1,125,956	1,140,000	1,200,000	5%
447-0000-543.45-00	Navy Residential Contract	230,444	230,000	235,000	2%
447-0000-552.24-00	Interest	-	(50,000)	50,000	-200%
447-0000-562.27-20	Beverage Containers	-	2,500	2,500	0%
447-0000-562.30-00	Curbside Recycle Rev	330	42,000	42,000	0%
447-0000-584.00-00	Miscellaneous Revenues	50,362	25,000	25,000	0%
447-0000-595.40-00	Vehicle Reserves	-	326,400	522,500	60%
TOTAL REVENUE		4,052,613	4,199,900	4,561,000	9%
447-6150-661.10-01	Full Time	454,459	471,880	471,880	0%
447-6150-661.10-03	Overtime	49,399	40,000	40,000	0%
447-6150-661.11-02	Cafeteria Earnings	23,092	22,510	22,510	0%
447-6150-661.11-03	Longevity Pay	7,718	10,759	10,759	0%
447-6150-661.11-04	Mgmt Benefit	768	804	-	-100%
447-6150-661.11-05	Car Allowance	530	600	600	0%
447-6150-661.11-06	Bilingual Premium	1,199	1,196	1,196	0%
447-6150-661.11-09	Annual Leave Buyout	24,297	28,361	28,361	0%
447-6150-661.11-10	Compensatory Leave Buyout	4,934	-	2,500	0%
447-6150-661.20-01	Taxes FICA-Employer	36,635	32,611	32,611	0%
447-6150-661.20-02	Taxes FICA-Employee	34,836	30,984	-	-100%
447-6150-661.20-03	Taxes Medicare-Employer	8,615	8,092	8,092	0%
447-6150-661.20-04	Taxes Medicare-Employee	7,818	6,923	-	-100%
447-6150-661.21-01	PERS	131,305	145,150	145,150	0%
447-6150-661.21-04	POB PERS Debt Svc Alloc	49,864	50,401	25,201	-50%
447-6150-661.21-05	PERS Rate Stabilization	-	-	-	0%
447-6150-661.22-01	LTD/Life Insurance	4,176	4,414	4,414	0%
447-6150-661.23-01	City Contr Def Comp-401K	2,167	2,318	2,610	13%
447-6150-661.25-01	Medical Insurance	65,452	79,735	79,735	0%
447-6150-661.25-02	Dental Insurance	2,302	2,754	2,754	0%
447-6150-661.25-03	Vision Insurance	934	1,038	1,038	0%
447-6150-661.28-01	Incr/Decr Annual Lv Value	12,822	-	-	0%
SALARIES AND BENEFITS		923,322	940,530	879,411	-6%

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
447-6150-661.35-02	Cont Svcs-St Sweeping	101,922	104,000	105,000	1%
447-6150-661.35-03	Cont Svcs-Oxnard SW Dump	858,849	820,000	820,000	0%
447-6150-661.36-08	Cont Svcs-Miscellaneous	36,772	80,500	60,500	-25%
447-6150-661.40-01	Utilities	4,889	5,000	11,650	133%
447-6150-661.40-02	Cell Phones	1,699	1,600	1,600	0%
447-6150-661.50-07	Unemployment Insurance	1,208	-	-	0%
447-6150-661.51-01	Conference/Travel	429	4,200	3,000	-29%
447-6150-661.52-01	Office Supplies	2,836	4,000	2,500	-38%
447-6150-661.58-26	Depreciation Expense	126,293	-	-	0%
447-6150-661.59-01	Refuse Grant Expense	3,505	2,600	2,600	0%
447-6150-661.61-04	Clothing Expense/Reimb	397	500	500	0%
447-6150-661.61-07	General System Maint	14,599	15,550	20,000	29%
447-6150-661.61-15	Safety Supplies	2,777	1,300	1,300	0%
447-6150-661.65-01	Dues/Memberships	230	250	250	0%
447-6150-661.67-06	Reserve Expense	-	350,000	350,000	0%
447-6150-661.90-01	Cost Allocation	501,412	487,100	487,100	0%
447-6150-661.90-03	ISF Allocation Expenses	455,895	406,735	127,174	-69%
447-6150-661.90-10	Infrastructure Fee	200,000	200,000	200,000	0%
OPERATING EXPENSES		2,313,712	2,483,335	2,193,174	-12%
447-6150-661.70-02	Equipment	53,787	56,400	135,000	139%
447-6150-661.70-04	Structures/Improvements	3,454	19,200	-	-100%
447-6150-661.70-05	Vehicles	-	527,500	522,500	-1%
CAPITAL		57,241	603,100	657,500	9%
447-6150-661.80-02	Note Interest Expense	13,213	4,737	-	-100%
447-6150-661.80-03	Note Principal Expense	-	192,997	-	-100%
447-6150-661.80-21	Capital Lease Interest	2,106	-	-	0%
DEBT SERVICE		15,319	197,734	-	-100%
TOTAL EXPENDITURES		3,309,594	4,224,699	3,730,085	-12%
REVENUE/(LOSS)		743,019	(24,799)	830,915	-3451%



*** City of Port Hueneme - FY 2016-17 Budget ***

Special Revenue Funds

Account Summary

Direct Revenue	Actual 2014-15	Budgeted 2015-16	Proposed 2016-17	% Change
Revenues	1,570,343	1,358,998	1,740,633	28%
Total Revenues	1,570,343	1,358,998	1,740,633	28%

Expenditure Description	Actual 2014-15	Budgeted 2015-16	Proposed 2016-17	% Change
Salaries & Benefits	-	-	-	0%
Operational Charges	375,616	785,302	853,208	9%
Cost Allocation Charges	356,393	402,500	493,100	23%
Capital Expenditures	787,825	712,000	755,053	6%
Transfer Out - WW Operations	42,665	40,000	40,000	0%
Total Expenditures	1,562,499	1,939,802	2,141,361	10%

Net Appropriations	7,844	(580,804)	(400,728)	-31%
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Authorized Positions:

None

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

**Stormwater Operations
General Fund**

MISSION

To provide a safe and reliable storm drain collection and flood control system that will provide maximum benefit in preventing flooding and protecting public and private property.

PRIMARY ACTIVITIES

Maintenance and repair of the storm drain system. Provide contract services to Channel Islands Beach Community Services District (CIBCSD) for the operation and maintenance of their collection system. Administer CIP projects, as needed. Administer the City's compliance with the NPDES MS4 permit through the County.

MAJOR ACCOMPLISHMENTS IN 2015-2106:

- Submitted annual report as required by our NPDES permit.
- Replaced faulty flood control pump grating that caused flooding in prior years.

MAJOR INITIATIVES FOR 2016-2017

- In conjunction with all county agencies, negotiate a new NPDES permit with LARWQCB.

Multi-year Initiatives

- Seek funding opportunities that will help offset costs of stormwater management and operations costs.

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
Stormwater Program					
133-0000-573.00-00	Stormwater Program	2,249	13,575	2,200	-84%
133-0000-591.01-00	General Fund	131,920	163,425	89,800	-45%
133-0000-597.98-00	Budget Carry Over	-	-	87,000	0%
TOTAL REVENUE		134,169	177,000	179,000	1%
133-6155-661.40-01	Utilities	2,712	3,700	3,700	0%
133-6155-661.51-01	Conference/Travel	-	2,000	1,000	-50%
133-6155-661.52-01	Office Supplies	90	100	100	0%
133-6155-661.61-07	General System Maint	10,991	35,000	38,000	9%
133-6155-661.90-01	Cost Allocation	11,300	9,200	9,200	0%
133-6155-661.90-72	Wastewater Operations	42,665	40,000	40,000	0%
OPERATING EXPENSES		67,758	90,000	92,000	2%
133-6155-661.70-04	Structures/Improvements	68,511	87,000	87,000	0%
CAPITAL		68,511	87,000	87,000	0%
TOTAL EXPENDITURES		136,269	177,000	179,000	1%
REVENUE/(LOSS)		(2,100)	-	-	0%

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
Drainage Assessment					
151-0000-511.16-00	Assessment Revenues	184,664	185,000	185,000	0%
TOTAL REVENUE		184,664	185,000	185,000	0%
151-3246-632.36-08	Cont Svcs-Miscellaneous	-	500	162,200	32340%
151-3246-632.40-01	Utilities	536	4,100	-	-100%
151-3246-632.58-34	PRIOR YEAR EXPENSES	-	-	164,582	0%
151-3246-632.90-01	Cost Allocation	149,700	159,300	159,300	0%
OPERATING EXPENSES		150,236	163,900	486,082	197%
TOTAL EXPENDITURES		150,236	163,900	486,082	197%
REVENUE/(LOSS)		34,428	21,100	(301,082)	-1527%

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
Street Lights Assessment					
152-0000-511.16-00	Assessment Revenues	121,764	123,000	123,000	0%
152-0000-591.01-00	General Fund	168,239	34,500	118,761	244%
TOTAL REVENUE		290,003	157,500	241,761	53%
152-3248-632.36-08	Cont Svcs-Miscellaneous	-	500	1,800	260%
152-3248-632.40-01	Utilities	159,805	157,000	145,100	-8%
152-3248-632.90-01	Cost Allocation	-	-	32,900	0%
OPERATING EXPENSES		159,805	157,500	179,800	14%
TOTAL EXPENDITURES		159,805	157,500	179,800	14%
REVENUE/(LOSS)		130,198	-	61,961	0%

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
Median Dist. Assessment					
153-0000-511.16-00	Assessment Revenues	178,220	179,000	179,000	0%
153-0000-591.01-00	General Fund	7,104	93,000	120,795	30%
TOTAL REVENUE		185,324	272,000	299,795	10%
153-3247-632.36-08	Cont Svcs-Miscellaneous	-	-	92,200	0%
153-3247-632.40-01	Utilities	-	93,000	3,700	-96%
153-3247-632.61-11	Misc Supplies	-	-	9,700	0%
153-3247-632.90-01	Cost Allocation	179,000	179,000	179,000	0%
OPERATING EXPENSES		179,000	272,000	284,600	5%
TOTAL EXPENDITURES		179,000	272,000	284,600	5%
REVENUE/(LOSS)		6,324	-	15,195	0%

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	
		FY 14/15	FY 15/16	FY 16/17	% CHANGE
Transportation Dvlp Fund					
207-0000-552.24-00	Interest	1,358	-	300	0%
207-0000-562.35-00	TDA Article 4	124,500	70,000	131,216	87%
TOTAL REVENUE		125,858	70,000	131,516	88%
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207-3110-631.63-12	Bus Stop Maintenance	3,499	164,500	563	-100%
207-3110-631.90-01	Cost Allocation	-	-	-	0%
OPERATING EXPENSES		3,499	164,500	563	-100%
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207-3110-631.70-04	Structures/Improvements	580,900	-	100,553	0%
CAPITAL		580,900	-	100,553	0%
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TOTAL EXPENDITURES		584,399	164,500	101,116	-39%
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REVENUE/(LOSS)		(458,541)	(94,500)	30,400	-132%

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
Gas Tax Fund					
210-0000-552.24-00	Interest	2,423	1,000	1,000	0%
210-0000-562.23-29	2103	231,303	111,350	111,350	0%
210-0000-562.23-30	2105	132,741	128,233	128,233	0%
210-0000-562.23-31	2106	91,500	70,905	70,905	0%
210-0000-562.23-32	2107	170,698	176,210	176,210	0%
210-0000-562.23-33	2107.5	10,000	5,000	5,000	0%
TOTAL REVENUE		638,665	492,698	492,698	0%
210-3112-631.36-08	Cont Svcs-Miscellaneous	16,393	55,000	55,000	0%
210-3112-631.36-13	Cont Svcs-Striping	13,726	44,702	45,000	1%
210-3112-631.36-15	Cont Svcs-Traffic	28,161	59,500	55,000	-8%
210-3112-631.58-12	Misc Expenditures	6,312	5,000	6,000	20%
210-3112-631.61-13	Paint Supplies	9,433	10,000	9,000	-10%
210-3112-631.63-01	Road Materials	13,272	15,000	15,000	0%
210-3112-631.63-03	Street Signs	19,296	15,000	15,000	0%
210-3112-631.63-06	Curb/Gutter/Sidewalk	6,820	10,000	10,000	0%
210-3112-631.63-07	Misc Repairs	963	5,000	5,000	0%
210-3112-631.63-08	Street Repair Equipment	-	5,000	5,000	0%
210-3112-631.90-01	Cost Allocation	100,000	112,700	112,700	0%
OPERATING EXPENSES		214,376	336,902	332,700	-1%
210-3112-631.70-04	Structures/Improvements	138,414	545,000	367,500	-33%
CAPITAL		138,414	545,000	367,500	-33%
TOTAL EXPENDITURES		352,790	881,902	700,200	-21%
REVENUE/(LOSS)		285,875	(389,204)	(207,502)	-47%

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
Art 3 Bike/Ped Path Fund					
212-0000-552.24-00	Interest	629	300	300	0%
212-0000-562.24-10	Bike Path	11,031	4,500	10,563	135%
TOTAL REVENUE		11,660	4,800	10,863	126%
212-3111-631.36-08	Cont Svcs-Miscellaneous	-	43,000	10,563	-75%
OPERATING EXPENSES		-	43,000	10,563	-75%
212-3111-631.70-04	Structures/Improvements	-	80,000	-	0%
CAPITAL		-	80,000	-	-100%
TOTAL EXPENDITURES		-	123,000	10,563	-91%
REVENUE/(LOSS)		11,660	(118,200)	300	-100%

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
Federal STP Fund					
213-0000-561.15-00	State STP Grant	-	-	200,000	0%
TOTAL REVENUE		-	-	200,000	0%
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213-3113-631.70-04	Structures/Improvements	-	-	200,000	0%
CAPITAL		-	-	200,000	0%
TOTAL EXPENDITURES		-	-	200,000	0%
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REVENUE/(LOSS)		-	-	-	0%
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*** City of Port Hueneme - FY 2016-17 Budget ***

RSA		Redevelopment Successor Agency			
		Account Overview			
Source of Funds	Actual 2014-15	Budgeted 2015-16	Proposed 2016-17	& Change	
Revenues	2,760,672	2,908,472	3,201,979	10%	
Total Revenues	2,760,672	2,908,472	3,201,979	10%	
Expenditure Description	Actual 2014-15	Budgeted 2015-16	Proposed 2016-17	& Change	
Salaries & Benefits	215,440	187,052	156,200	-16%	
Operational Charges	87,823	134,114	33,350	-75%	
Allocation Charges	61,532	58,041	60,450	4%	
Capital Expenditures	26,284	649,000	649,000	0%	
Debt Service	921,474	2,450,858	2,302,979	-6%	
Total Expenditures	1,312,553	3,479,065	3,201,979	-8%	
Net Appropriations	1,448,119	(570,593)	-	-100%	

Authorized Positions:

City Manager	0.10	0.10	0.00
City Clerk	0.10	0.10	0.00
Finance Director	0.05	0.20	0.00
Budget & Finance Manager	0.00	0.20	0.00
Accountant	0.05	0.10	0.00
Community Dev Director	0.15	0.15	0.00
Community Programs Manager	0.20	0.20	0.00
Total	0.65	1.05	0.00

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	
		FY 14/15	FY 15/16	FY 16/17	% CHANGE
CC Debt Service					
872-0000-552.21-00	Investments	1,436	1,300	-	-100%
872-0000-597.98-00	Budget Carry Over	-	-	649,000	0%
TOTAL REVENUE		1,436	1,300	649,000	49823%
872-8703-887.70-04	Structures/Improvements	24,284	649,000	649,000	0%
CAPITAL		24,284	649,000	649,000	0%
TOTAL EXPENDITURES		24,284	649,000	649,000	0%
REVENUE/(LOSS)		(22,848)	(647,700)	-	-100%

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
Rda Obligation Retirement					
882-0000-511.22-00	ROPS Revenue	2,719,411	2,834,972	2,552,979	-10%
882-0000-552.21-00	Investments	1,285	1,200	-	-100%
882-0000-552.22-00	Fiscal Agent Interest	38,540	71,000	-	-100%
TOTAL REVENUE		2,759,236	2,907,172	2,552,979	-12%
882-8600-887.10-01	Full Time	117,402	103,588	98,904	-5%
882-8600-887.11-02	Cafeteria Earnings	4,380	8,380	2,259	-73%
882-8600-887.11-03	Longevity Pay	1,408	1,413	1,400	-1%
882-8600-887.11-04	Mgmt Benefit	1,840	1,200	-	-100%
882-8600-887.11-05	Auto Allowance	1,144	1,200	960	-20%
882-8600-887.11-09	Annual Leave Buyout	10,819	1,500	2,600	73%
882-8600-887.20-01	Taxes FICA-Employer	7,091	7,347	5,822	-21%
882-8600-887.20-02	Taxes FICA-Employee	6,530	7,956	-	-100%
882-8600-887.20-03	Taxes Medicare-Employer	2,042	2,228	1,510	-32%
882-8600-887.20-04	Taxes Medicare-Employee	1,818	2,196	-	-100%
882-8600-887.21-01	PERS	35,752	33,581	23,834	-29%
882-8600-887.21-04	POB PERS Debt Svc Alloc	13,747	11,661	7,757	-33%
882-8600-887.21-05	PERS Rate Stabilization	-	-	-	0%
882-8600-887.22-01	LTD/Life Insurance	1,003	978	365	-63%
882-8600-887.23-01	City Contr Def Comp-401K	1,780	2,904	613	-79%
882-8600-887.23-02	City Contr Def Comp-457	1,596	-	1,308	0%
882-8600-887.25-01	Medical Insurance	6,474	-	8,160	0%
882-8600-887.25-02	Dental Insurance	514	920	708	-23%
882-8600-887.25-03	Vision Insurance	100	-	-	0%
SALARIES AND BENEFITS		215,440	187,052	156,200	-16%
882-8600-887.36-02	Cont Svcs-Outside Auditor	1,000	3,000	-	-100%
882-8600-887.36-08	Cont Svcs-Miscellaneous	49,906	70,000	33,350	-52%
882-8600-887.41-00	Repairs/Maintenance	2,053	28,000	-	-100%
882-8600-887.42-07	Oversight Board Expenses	250	-	-	0%
882-8600-887.51-01	Conference/Travel	1,000	-	-	0%
882-8600-887.52-01	Office Supplies	500	-	-	0%
882-8600-887.90-01	Cost Allocation	57,574	54,007	54,007	0%
882-8600-887.90-03	ISF Allocation Expenses	3,958	4,034	6,443	60%
882-8600-887.90-40	ERAF Repayment	33,114	33,114	-	-100%
OPERATING EXPENSES		149,355	192,155	93,800	-51%

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
882-8600-887.70-02	Equipment	2,000	-	-	0%
CAPITAL		2,000	-	-	0%
882-8600-887.80-02	Note Interest Expense	583,104	535,074	480,998	-10%
882-8600-887.80-03	Note Principal Expense	-	1,255,000	1,310,000	4%
882-8600-887.80-04	Fiscal Agent Fees	5,587	10,000	10,000	0%
882-8600-887.80-14	NCEL PN#1 Interest	332,783	-	-	0%
882-8600-887.80-15	NCEL PN#1 Principal	-	650,784	501,981	-23%
DEBT SERVICE		921,474	2,450,858	2,302,979	-6%
TOTAL EXPENDITURES		1,288,269	2,830,065	2,552,979	-10%
REVENUE/(LOSS)		1,470,967	77,107	-	-100%



***** City of Port Hueneme - FY 2016-17 Budget *****

**Housing Successor Fund
714-8702**

**Housing Successor Fund
Account Overview**

Source of Funds	Actual 2014-15	Budgeted 2015-16	Proposed 2016-17	% Change
Revenues	263,877	304,582	253,847	-17%
Total Revenues	263,877	304,582	253,847	-17%

Expenditure Description	Actual 2014-15	Budgeted 2015-16	Proposed 2016-17	% Change
Salaries & Benefits	266,302	75,718	99,449	31%
Operational Charges	43,388	113,900	94,400	-17%
Allocation Charges	155,091	85,623	95,484	12%
Capital Expenditures	-	2,000	-	-100%
Total Expenditures	464,781	277,241	289,333	4%

Net Appropriations	(200,904)	27,341	(35,486)	-230%
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Authorized Positions:

City Clerk	0.05	0.05	0.00
Finance Director	0.10	0.10	0.00
Accounting and Revenue Mgr.	0.05	0.05	0.00
Budget and Finance Mgr.	0.10	0.10	0.00
Accountant	0.05	0.05	0.00
Community Dev Director	0.15	0.15	0.00
Community Programs Manager	0.60	0.60	0.00
Community Dev Specialist	0.20	0.20	0.00
Building Official	0.10	0.10	0.00
Building Inspector PT - (1)	0.50	0.00	0.00
Housing Director	0.05	0.05	0.00
Housing Programs Manager Lead	0.10	0.10	0.00
Housing Cust Svc Assistant	0.06	0.06	0.00
Clerical Aide	0.10	0.10	0.00
Total	2.21	1.71	0.00

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
Housing Succssor Fund					
714-0000-511.20-00	ERAF Reimbursement	33,114	66,228	16,557	-75%
714-0000-531.14-00	Late Rent Fees	300	200	250	25%
714-0000-551.20-00	309 & 323 E. C Street	24,360	25,090	24,360	-3%
714-0000-551.35-00	771 - 775 Jane Drive	24,360	25,091	24,360	-3%
714-0000-551.38-00	800 - 806 Jane Drive	24,123	25,091	24,360	-3%
714-0000-551.39-00	780 - 786 Jane Drive	24,360	25,091	24,360	-3%
714-0000-551.40-00	249 E A Street	71,880	75,396	73,200	-3%
714-0000-551.41-00	841 Jane Drive	60,900	56,895	60,900	7%
714-0000-552.23-00	Loan Payoff Interest	-	5,000	5,000	0%
714-0000-552.24-00	Interest	(351)	-	-	0%
714-0000-584.00-00	Miscellaneous Revenues	831	500	500	0%
TOTAL REVENUE		263,877	304,582	253,847	-17%
714-8702-887.10-01	Full Time	143,572	39,515	64,147	62%
714-8702-887.10-03	Overtime	16	-	-	0%
714-8702-887.10-04	Standby	298	-	-	0%
714-8702-887.11-02	Cafeteria Earnings	7,105	2,331	2,861	23%
714-8702-887.11-03	Longevity Pay	3,351	1,349	1,300	-4%
714-8702-887.11-04	Mgmt Benefit	1,941	600	-	-100%
714-8702-887.11-05	Auto Allowance	703	-	-	0%
714-8702-887.11-06	Bilingual Premium	263	-	-	0%
714-8702-887.11-09	Annual Leave Buyout	9,065	1,500	1,500	0%
714-8702-887.11-10	Compensatory Leave Buyout	8	-	-	0%
714-8702-887.20-01	Taxes FICA-Employer	10,083	3,434	4,399	28%
714-8702-887.20-02	Taxes FICA-Employee	9,509	3,428	-	-100%
714-8702-887.20-03	Taxes Medicare-Employer	2,563	803	1,029	28%
714-8702-887.20-04	Taxes Medicare-Employee	2,438	802	-	-100%
714-8702-887.21-01	PERS	43,470	13,042	13,288	2%
714-8702-887.21-04	POB PERS Debt Svc Alloc	16,701	4,529	3,015	-33%
714-8702-887.21-05	PERS Rate Stabilization	-	-	-	0%
714-8702-887.22-01	LTD/Life Insurance	1,305	365	585	60%
714-8702-887.23-01	City Contr Def Comp-401K	1,598	-	-	0%
714-8702-887.23-02	City Contr Def Comp-457	1,515	988	1,604	62%
714-8702-887.25-01	Medical Insurance	10,049	2,912	5,217	79%
714-8702-887.25-02	Dental Insurance	579	71	425	499%
714-8702-887.25-03	Vision Insurance	170	49	79	61%
SALARIES AND BENEFITS		266,302	75,718	99,449	31%
714-8702-887.40-01	Utilities	35,614	44,400	35,000	-21%
714-8702-887.41-00	Repairs/Maintenance	7,774	40,100	30,000	-25%
714-8702-887.58-03	Admin Fees	-	29,400	29,400	0%
714-8702-887.90-01	Cost Allocation	138,885	69,100	69,100	0%
714-8702-887.90-03	ISF Allocation Expenses	16,206	16,523	26,384	60%
OPERATING EXPENSES		198,479	199,523	189,884	-5%

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	
		FY 14/15	FY 15/16	FY 16/17	% CHANGE
714-8702-887.70-02	Equipment	-	2,000	-	-100%
CAPITAL		-	2,000	-	-100%
TOTAL EXPENDITURES		464,781	277,241	289,333	4%
REVENUE/(LOSS)		(200,904)	27,341	(35,486)	-230%



City of Port Hueneme - FY 2016-17 Budget

SPA Fund 713-8113

**Surplus Property Authority
Account Overview**

Source of Funds	Actual 2014-15	Budgeted 2015-16	Proposed 2016-17	% Change
Revenues	1,938,363	199,184	18,660	-91%
Total Revenues	1,938,363	199,184	18,660	-91%

Expenditure Description	Actual 2014-15	Budgeted 2015-16	Proposed 2016-17	% Change
Salaries & Benefits	200,466	-	-	0%
Operational Charges	250,222	109,524	-	-100%
Allocation Charges	93,332	129,300	-	-100%
Capital Expenditures	424,264	6,041	-	-100%
Debt Service	300,000	564,801	564,801	0%
Total Expenditures	1,268,284	809,666	564,801	-30%

Net Appropriations	670,079	(610,482)	(546,141)	-11%
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Authorized Positions:

City Clerk	0.10	0.10	0.00
Finance Director	0.15	0.15	0.00
Accounting and Revenue Mgr	0.10	0.10	0.00
Budget and Finance Mgr	0.15	0.15	0.00
Supervising Accountant	0.10	0.10	0.00
Accountant	0.10	0.10	0.00
Community Dev Director	0.15	0.15	0.00
Community Dev Specialist	0.50	0.30	0.00
Total	1.35	1.15	0.00

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
Surplus Property Authority					
713-0000-551.51-00	Stellar	89,796	89,647	-	-100%
713-0000-551.52-00	Rudy's Oilfield	29,522	29,500	-	-100%
713-0000-551.55-00	MJ Waterworks	29,849	29,849	-	-100%
713-0000-551.56-00	Northrup Grumman	51,178	49,688	-	-100%
713-0000-552.20-09	RDA NCEL PN#1	332,783	-	-	0%
713-0000-552.24-00	Interest	28,102	500	18,660	3632%
713-0000-562.34-00	Coastal Conservancy	1,377,133	-	-	0%
TOTAL REVENUE		1,938,363	199,184	18,660	-91%
SALARIES AND BENEFITS					
713-8113-871.10-01	Full Time	106,138	-	-	0%
713-8113-871.10-03	Overtime	35	-	-	0%
713-8113-871.11-02	Cafeteria Earnings	4,296	-	-	0%
713-8113-871.11-03	Longevity Pay	1,875	-	-	0%
713-8113-871.11-04	Mgmt Benefit	1,515	-	-	0%
713-8113-871.11-05	Car Allowance	694	-	-	0%
713-8113-871.11-06	Bilingual Premium	182	-	-	0%
713-8113-871.11-09	Annual Leave Buyout	12,633	-	-	0%
713-8113-871.20-01	Taxes FICA-Employer	7,171	-	-	0%
713-8113-871.20-02	Taxes FICA-Employee	6,534	-	-	0%
713-8113-871.20-03	Taxes Medicare-Employer	1,922	-	-	0%
713-8113-871.20-04	Taxes Medicare-Employee	1,779	-	-	0%
713-8113-871.21-01	PERS	32,003	-	-	0%
713-8113-871.21-04	POB PERS Debt Svc Alloc	13,032	-	-	0%
713-8113-871.22-01	LTD/Life Insurance	933	-	-	0%
713-8113-871.23-01	City Contr Def Comp-401K	1,699	-	-	0%
713-8113-871.23-02	City Contr Def Comp-457	639	-	-	0%
713-8113-871.25-01	Medical Insurance	6,694	-	-	0%
713-8113-871.25-02	Dental Insurance	602	-	-	0%
713-8113-871.25-03	Vision Insurance	90	-	-	0%
SALARIES AND BENEFITS		200,466	-	-	0%
OPERATING EXPENSES					
713-8113-871.35-01	Animal Control	7,089	-	-	0%
713-8113-871.36-02	Cont Svcs-Outside Auditor	4,300	10,920	-	-100%
713-8113-871.36-08	Cont Svcs-Miscellaneous	115,847	66,283	-	-100%
713-8113-871.40-01	Utilities	3,796	7,200	-	-100%
713-8113-871.41-01	Rental Expenses	1	1	-	-100%
713-8113-871.41-03	Property Management	6,121	-	-	0%
713-8113-871.41-04	Property Maintenance	14,981	23,620	-	-100%
713-8113-871.42-00	Police Services Expense	80,000	-	-	0%
713-8113-871.51-11	RDP-21 Travel Expenses	2,087	1,500	-	-100%
713-8113-871.65-01	Dues/Memberships	16,000	-	-	0%
713-8113-871.90-01	Cost Allocation	81,461	129,300	-	-100%
713-8113-871.90-03	ISF Allocation Expenses	11,871	-	-	0%
OPERATING EXPENSES		343,554	238,824	-	-100%

**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	
		FY 14/15	FY 15/16	FY 16/17	% CHANGE
713-8113-871.70-04	Structures/Improvements	424,264	6,041	-	-100%
CAPITAL		424,264	6,041	-	-100%
713-8113-871.80-02	Note Interest Expense	300,000	284,112	267,271	-6%
713-8113-871.80-03	Note Principal Expense	-	280,689	297,530	6%
DEBT SERVICE		300,000	564,801	564,801	0%
TOTAL EXPENDITURES		1,268,284	809,666	564,801	-30%
REVENUE/(LOSS)		670,079	(610,482)	(546,141)	-11%

City of Port Hueneme - Capital Improvement Program 2017-2021

PROJECT TITLE / DESCRIPTION		SOURCE OF FUNDS	2016-17	2017-18	2018-19	2019-20	2020-21	FUNDING TO COMPLETE
INFORMATION TECHNOLOGY								
1	Police Department Network Servers Backup Appliance	TBD						\$0
2	Computer Replacement Program	A, B, or C*	\$22,200	\$12,400	\$54,400			\$93,575
		Solid Waste						
		Wastewater	\$1,600					
		Water	\$2,975					
3	Replacement of Two Servers/Server Space	TBD		\$20,000				\$20,000
4	Electronic Document Management Implementation	A, B, or C*	\$12,000	\$25,000	\$25,000	\$18,000		\$80,000
5	Replace Two Servers for the Police Department	A, B, or C*	\$8,000		\$30,000			\$38,000
Total Information Technology Projects			\$46,775	\$57,400	\$109,400	\$18,000	\$0	\$231,575
POLICE DEPARTMENT								
1	Equipment & Vehicle Purchases: Purchase two patrol vehicles (Tahoe). Includes upfitting.	A, B, or C*		\$42,000				\$42,000
2	Dispatch Console Replacement: Replace the dispatch console in the Police Department. \$37,400 in State 9-1-1 Emergency Communication Branch reimbursement (no cost to the City) and \$17,500 in contract services by Facilities Maintenance.	A, B, or C*	\$17,500	\$0	\$0	\$0	\$0	\$54,900
		9-1-1 ECB	\$37,400	\$0	\$0	\$0	\$0	
Total Information Technology Projects			\$54,900	\$42,000	\$0	\$0	\$0	\$96,900
FACILITIES MAINTENANCE								
1	Hueneme Beach Park Upgrades: Scope of work to be determined.	TBD						\$0
2	Light Bulb Replacement: Replace high-energy HPS lamps with LED warm-white lamps at Bolker Park, Moranda Park, J Street Parking Lot, and Promenade.	TBD						\$0
3	Marine Supply/City/School Re-Roof: Roof replacement of the building currently occupied by the Public Works Department, Hueneme School District, and Marine Supply.	TBD		\$122,400				\$180,000
		Water/SW/WW: 1/3 each		\$57,600				
4	City Hall Electrical Upgrade: Expand emergency power delivery at the Police Department and provide emergency power to the City Hall side of the building, including the Annex where the Server Room is located.	TBD						\$330,000
		TBD			\$330,000			
5	Replace Asphalt Parking Lot at PW Industrial: This project provides for full-depth reconstruction of the asphalt-paved portion of the PW Yard at 746 Industrial Avenue.	TBD		\$40,000				\$40,000
6	Council Chamber HVAC Replacement: Replace heating, ventilation, and air conditioning for the City Council Chamber.	TBD		\$55,000				\$55,000
7	Police Department HVAC Air Balancing and Testing: This project requires the services of a Mechanical Engineer, HVAC contractor, and an Air Balancing and Testing firm.	TBD		\$40,000				\$40,000
8	Annex Building HVAC Duct Replacement: Replace air distribution system at the Annex Building. Services of mechanical engineer, HVAC contractor, and air balancing and testing firm will be required.	TBD		\$25,000				\$25,000
9	Painting of Bubbling Springs Restrooms and Buildings: Interior and exterior painting of both beach restrooms. Exterior painting of park restroom and four Little League buildings.	TBD		\$17,000				\$17,000
10	Community Center Furnace Replacement for Classrooms C and D: Replace furnaces	TBD		\$12,000				\$12,000
11	Pier Pile Strap Plate Replacement: Scope of work to be determined.	TBD		\$25,000				\$25,000
12	Public Works Surfside HVAC Replacement: This project includes mechanical engineering, equipment replacement, duct and air balancing work.	TBD		\$95,000				\$95,000
13	Community Center HVAC Replacement: Current units will reach their useful service life in 2015. Project estimate includes mechanical engineering and roof replacement beneath the units while they are removed.	TBD		\$350,000				\$350,000
14	Community Center Termite Fumigation: Structural Dry-Wood fumigation required to treat infestation at the Community Center.	A, B, or C*	\$25,000					\$25,000
15	Hueneme Beach Picnic Pad Table Replacement: Replacement of cement picnic tables.	TBD				\$15,000		\$15,000
16	Hueneme Beach Walkway Lighting Replacement: Replace approximately 25 light poles.	TBD				\$75,000		\$75,000

City of Port Hueneme - Capital Improvement Program 2017-2021

PROJECT TITLE / DESCRIPTION		SOURCE OF FUNDS	2016-17	2017-18	2018-19	2019-20	2020-21	FUNDING TO COMPLETE
17	Executive Restroom Drain Line Replacement: Replace the line, re-routing it out the east side of the building and through the PD parking lot to reconnect to the main line serving the PD locker rooms. Engineering is required.	TBD				\$85,000		\$85,000
18	Community Center Painting: Maintenance painting.	TBD	\$0	\$40,000	\$0	\$0	\$0	\$40,000
Total Facilities Maintenance Projects			\$25,000	\$879,000	\$330,000	\$175,000	\$0	\$1,409,000
Landscape Maintenance								
1	Hueneme Bay Medians: Transition irrigation to serve trees and shrubs only.	A, B, or C*	\$35,000					\$35,000
2	Bolker Park Irrigation Retrofit: Replace antiquated irrigation valves, upgrade sprinkler heads, add additional valves in areas with inadequate water pressure, and install state-of-the-art time clock.	TBD		\$25,000				\$25,000
3	Bubbling Springs Park Irrigation Retrofit: Replace existing 30-year old irrigation valves that are not providing adequate water flow.	TBD		\$20,000				\$20,000
4	Tree Inventory: Purchase ArborPro GPS tree inventory software. Once inventory is complete, in-house staff will maintain database. Annual Users Fee \$2,000. Software will track data and potential liabilities.	TBD		\$21,000				\$21,000
Total Landscape Maintenance Projects			\$35,000	\$66,000	\$0	\$0	\$0	\$101,000
RECREATION/COMMUNITY SERVICES PROJECTS								
1	Moranda Park Basketball/Tennis Courts Replacement: Resurface of Tennis & Basket Ball Courts at Moranda Park: Pilot Test of one court in FY 16-17.	RDA Bond Proceeds	\$60,000					\$360,000
		TBD		\$100,000	\$100,000	\$100,000		
2	Moranda Park Tennis Court Lights Replacement: Replacement of a portion of the tennis courts lighting system (including electrical power, poles, and fixtures). The extent of the scope of work will be based on decisions made regarding the proposed Basketball/Tennis Courts Replacement project. Do one Pilot court in FY 16-17.	RDA Bond Proceeds	\$60,000	\$100,000				\$225,000
		TBD		\$65,000				
3	Moranda Park Softball Field Lights Replacement: Replace the entire softball lighting system, except the existing light poles are to remain.	TBD		\$78,000				\$78,000
4	Moranda Park Baseball Fields: Dethatch turf grass.	RDA Bond Proceeds	\$21,000					\$21,000
5	Moranda Park Improvements: Tree Removal: Remove three dead trees by building and pour concrete, \$1,500. (In-house project); Addition of a water fountain, \$3,000; Replace turf/plant material with stamped concrete, \$6,000; Stripping palm trees at beach: Phase 1- 31 Palms on WE, \$9,300; Phase 2- 103 Palms small restrooms to large restrooms, \$30,900; Phase 3- 60 Palms Turf Area on east edge of Lot A, \$18,000	TBD		\$24,800	\$30,900	\$18,000		\$73,700
6	Barbeque Replacements Program:	A, B, or C*	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$50,000
7	Replace Lifeguard Towers: Priority Order is as follows: H1, H3, H2, Pier Tower, H6.	TBD		\$40,000	\$40,000	\$50,000	\$40,000	\$170,000
8	Equipment & Vehicle Purchases: Purchase a replacement Junior Lifeguard Program truck (4x4).	RDA Bond Proceeds	\$45,000					\$45,000
Total Recreation/Community Services Projects			\$196,000	\$417,800	\$180,900	\$178,000	\$50,000	\$1,022,700
STREETS AND ENGINEERING DIVISION								
1	Street Rehabilitation Program - Overlay: Citywide mill and overlay of distressed pavements (spot locations).	Gas Tax	\$0	\$0	\$0	\$0	\$0	\$1,510,000
		General Fund	\$125,000	\$305,000	\$330,000	\$360,000	\$390,000	
2	Street Rehabilitation Program - Overlay (Federal): Mill and overlay of distressed pavements on the Federal Highway System.	General Fund	\$25,000	\$0	\$0	\$0	\$0	\$225,000
		Federal STP	\$200,000	\$0	\$0	\$0	\$0	
3	Street Rehabilitation Program - Microsurface: Microsurface 25% of the City's streets each year to maximize the service life of the City's street system.	General Fund	\$265,000	\$400,000	\$400,000	\$400,000	\$400,000	\$3,232,500
		Gas Tax	\$367,500	\$250,000	\$250,000	\$250,000	\$250,000	
4	Sidewalk Repair Program Sidewalk remove and replacements (spot locations citywide) in support of in-house efforts.	Gas Tax		\$21,000	\$21,500	\$22,000	\$22,500	\$87,000
5	Parking Lots Seal Coat Program: This program provides for a periodic "parking lot seal" of all City parking lots.	TBD			\$80,000			\$80,000

City of Port Hueneme - Capital Improvement Program 2017-2021

PROJECT TITLE / DESCRIPTION		SOURCE OF FUNDS	2016-17	2017-18	2018-19	2019-20	2020-21	FUNDING TO COMPLETE
6	Bus Shelter Program: This program provides for the installation of bus shelters, benches, trash bins, and bike racks at various bus stop locations throughout the City	TDA 4	\$25,500	\$25,500	\$25,500	\$25,500	\$25,500	\$127,500
7	Bus Stop - Ventura Road: This project provides for the construction of a new bus stop on Ventura Road at Bard Road to serve a new Gold Coast Transit "River Park" transit route.	TDA 4	\$75,000					\$75,000
Total Streets and Engineering Projects			\$1,083,000	\$1,001,500	\$1,107,000	\$1,057,500	\$1,088,000	\$5,337,000
WASTEWATER								
1	Pleasant Valley Road: Correct NBVC sewer main running through City catch basin.	NBVC*	\$0					\$0
2	Evergreen Lane Sewer Line: Correct sewer line running through stormdrain manhole.	Wastewater	\$12,000					\$12,000
3	Citywide Sewer Mainline Grouting : Chemical grout injection throughout the sewer collection system to reduce infiltration.	Wastewater	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$125,000
4	Citywide Manhole Rehab: Perform complete manhole rehabilitation of 50 manholes.	Wastewater	\$45,000	\$45,000	\$45,000	\$45,000	\$45,000	\$225,000
5	Citywide CIPP Sewer Lining - Install CIPP in 17 segments of sewer main with known root intrusion or other defects.	Wastewater	\$285,000					\$285,000
6	Equipment & Vehicle Purchases: Purchase a replacement Vactor truck.	Wastewater	\$436,000					\$436,000
Total Wastewater Projects			\$803,000	\$70,000	\$70,000	\$70,000	\$70,000	\$1,083,000
STORMWATER								
1	Evergreen Lane CIPP Liner: Install CIPP liner in 160 feet of 12-inch concrete storm drain pipe.	General Fund	\$12,000					\$12,000
2	Evergreen Lane Behind Shopping Center CIPP Liner: Install CIPP liner in 195 feet of 22 x 35 inch CMP stormdrain.	General Fund	\$35,000					\$35,000
3	Scott and Ponomia: Install CIPP liner in 115 feet of 18 x 24 inch CMP stormdrain.	RDA Bond Proceeds	\$13,000					\$13,000
4	Anacapa Homes: Install CIPP liner in 180 feet of 18- inch CMP stormdrain.	RDA Bond Proceeds	\$15,000					\$15,000
5	Seavlew Flood Control: Replace pump volute and check valve.	General Fund	\$12,000					\$12,000
6	Pearson to Bard: Install CIPP liner in 3,200 feet of 18 and 24 - inch CMP stormdrain.	TBD			\$237,500	\$237,500		\$475,000
7	Pleasant Valley Road: Clean and line 750 feet of 66 - inch CMP stormdrain with centrifugally cast reinforced concrete.	TBD			\$343,750	\$343,750		\$687,500
Total Stormwater Projects			\$87,000	\$0	\$581,250	\$581,250	\$0	\$1,249,500
WATER DIVISION								
1	Emergency Water Supply Capability: Generator necessary to provide emergency water supply.	Water Ops	\$130,000					\$130,000
2	Water Distribution System Master Plan: Replacement of aging infrastructure. The project will provide the design and construction of the system to alleviate pressure and volume restrictions within the water distribution system.	Water Ops	\$700,000	\$9,000,000	\$6,000,000	\$4,000,000	\$11,000,000	\$30,700,000
3	Equipment & Vehicle Purchases: Purchase two replacement vehicles (Colorado and Silverado 2500).	Water Ops	\$80,000					\$80,000
Total Water Division Projects			\$910,000	\$9,000,000	\$6,000,000	\$4,000,000	\$11,000,000	\$30,910,000
SOLID WASTE DIVISION								
1	Equipment & Vehicle Purchases: Purchase replacement vehicles: Two frontloaders, one sideloader, and one rolloff vehicle.	Solid Waste	\$500,000					\$500,000
Total Solid Waste Division Projects			\$500,000	\$0	\$0	\$0	\$0	\$500,000
Total CIP Projects			\$2,937,675	\$11,463,700	\$8,308,550	\$6,009,750	\$12,138,000	\$40,857,675

**CITY OF PORT HUENEME
EXECUTIVE MANAGEMENT EMPLOYEES CLASSIFICATION LIST
FY 2016-2017**

Classification Title	H.T.E. Code	Salary Range	Hourly Bottom	Hourly CP	Hourly Top	Monthly Bottom	Monthly CP	Monthly Top	Annual Bottom	Annual CP	Annual Top
Chief of Police	01128	EX18	60.47	69.53	78.59	10,481	12,052	13,622	125,778	144,622	163,467
City Manager	01131	C01	83.38		94.23	14,453	-	16,333	173,430	-	195,998
Comm Development and Housing Director	0123	EX17	56.29	64.74	73.18	9,757	11,222	12,685	117,083	134,659	152,214
Deputy City Manager	01157	EX17	56.29	64.74	73.18	9,757	11,222	12,685	117,083	134,659	152,214
Finance Director	01125	EX17	56.29	64.74	73.18	9,757	11,222	12,685	117,083	134,659	152,214
Public Works Director	01126	EX18	60.47	69.53	78.59	10,481	12,052	13,622	125,778	144,622	163,467

Period: FY 2016-2017
 Effective Date: July 1, 2016
 Council Approved Date: July 18, 2016 (Budget Approval)

**CITY OF PORT HUENEME
MANAGEMENT/PROFESSIONAL EMPLOYEES CLASSIFICATION LIST
FY 2016-2017**

Effective: July 1, 2016

Classification Title	H.T.E. Code	Salary Range	Hourly Bottom	Hourly CP	Hourly Top	Monthly Bottom	Monthly CP	Monthly Top	Annual Bottom	Annual CP	Annual Top
Accountant	01103	MP09	27.13	31.20	35.23	4,703	5,408	6,106	56,430	64,886	73,276
Accounting & Revenue Manager	01140	MP12	37.70	43.36	48.99	6,535	7,516	8,492	78,416	90,189	101,899
Budget & Finance Manager	01150	MP12	37.70	43.36	48.99	6,535	7,516	8,492	78,416	90,189	101,899
Building Official	01106	MP12	37.70	43.36	48.99	6,535	7,516	8,492	78,416	90,189	101,899
CD Programs Manager	01111	MP11	33.96	39.05	44.14	5,886	6,769	7,651	70,637	81,224	91,811
City Clerk/Public Informations Officer	01101	MP10	30.24	34.78	39.32	5,242	6,029	6,815	62,899	72,342	81,786
Code Compliance Manager	01110	MP12	37.70	43.36	48.99	6,535	7,516	8,492	78,416	90,189	101,899
Deputy CD and Housing Director	01121	MP14	45.12	51.89	58.66	7,821	8,994	10,168	93,850	107,931	122,013
Deputy Public Works Director/City Engineer	01119	MP15	48.84	56.16	63.50	8,466	9,734	11,007	101,587	116,813	132,080
Environmental Services Manager	01116	MP13	41.42	47.63	53.84	7,179	8,256	9,332	86,154	99,070	111,987
Human Resources Analyst	01170	MP10	30.24	37.78	39.32	5,242	6,549	6,815	62,899	78,582	81,786
IS/Technology Manager	03139	MP13	41.42	47.63	53.84	7,179	8,256	9,332	86,154	99,070	111,987
Landscape Maintenance Inspector	01135	MP10	30.24	34.78	39.32	5,242	6,029	6,815	62,899	72,342	81,786
Payroll Services Specialist	01102	MP07	24.38	28.02	31.67	4,226	4,857	5,489	50,710	58,282	65,874
Police Commander	01124	MP15-SW	48.84	56.16	66.68	8,466	9,734	11,558	101,587	116,813	138,694
Police Support Divisions Manager	01137	MP12	37.70	43.36	48.99	6,535	7,516	8,492	78,416	90,189	101,899
Senior Accountant	01114	MP10	30.24	34.78	39.32	5,242	6,029	6,815	62,899	72,342	81,786
Water Operations Manager	01117	MP13	41.42	47.63	53.84	7,179	8,256	9,332	86,154	99,070	111,987

Period: FY 2016-2017

Effective Date: July 1, 2016

Council Approved Date: July 18, 2016 (Budget Approval)

Management Professional Employees Classification FY 2016-2017.xlsx

**CITY OF PORT HUENEME
GENERAL UNIT CLASSIFICATION LIST
FY 2016-2017**

Classification Title	H.T.E. Code	Salary Range	Hourly Bottom	Hourly CP	Hourly Top
Administrative Specialist I	03103	G03	16.40	18.86	21.33
Administrative Specialist II	03106	G04	17.68	20.33	22.98
Administrative Specialist III	03111	G05	18.95	21.79	24.63
Clerical Aide	03151	G01	13.86	15.94	18.01
Code Compliance Officer	03125	G07	21.52	24.74	27.96
Community Development Assistant	03107	G04	17.68	20.33	22.98
Community Development Specialist	03126	G08	23.43	26.94	30.45
Community Development Technician	03112	G05	18.95	21.79	24.63
Construction Inspector I	03145	G08	23.43	26.94	30.45
Construction Inspector II	03146	G09	25.98	29.88	33.77
Elec Instrumentation Tech/MIS Administrator	03153	G12	36.83	42.35	47.88
Electrical Instrumentation Technician	03135	G10	29.18	33.56	37.93
Electrical/Mechanical Technician	03124	G07	21.52	24.74	27.96
Engineering Aide	03141	G03	16.40	18.86	21.33
Engineering Assistant	G08		23.43	26.94	30.45
Engineering Associate	03138	G10	29.18	33.56	37.93
Facilities Maintenance Technician	03118	G06	20.23	23.26	26.63
Facilities Maintenance Worker I	03113	G05	18.95	21.79	24.63
Facilities Maintenance Worker II	03120	G06	20.23	23.26	26.63
Facilities Maintenance Worker, Lead	03131	G09	25.98	29.88	33.77
Fiscal Aide - Customer Service	03104	G03	16.40	18.86	21.33
Fiscal Assistant	03123	G07	21.52	24.74	27.96
Housing and Facilities Services Assistant	03109	G04	17.68	20.33	22.98
Housing Customer Service Assistant	03108	G04	17.68	20.33	22.98
Housing Maintenance Worker I	03161	G05	18.95	21.79	24.63
Housing Programs Manager Lead	03132	G09	25.98	29.88	33.77
Laborer	03101	G01	13.86	15.94	18.01
Landscape Maintenance I	03102	G02	15.13	17.40	19.67
Landscape Maintenance Worker, Lead	03128	G08	23.43	26.94	30.45
Landscape Maintenance Worker II	03114	G05	18.95	21.79	24.63
Maintenance Worker I	03160	G02	15.13	17.40	19.67
Mechanic I	3138	G06	20.23	23.26	26.63
Mechanic II	03129	G08	23.43	26.94	30.45
Parking Enforcement Officer	03150	G06	20.23	23.26	26.63
Recreation & Community Serv. Specialist	03119	G06	20.23	23.26	26.63
Solid Waste Equipment Operator I	03155	G02	15.13	17.40	19.67
Solid Waste Equipment Operator II	03110	G04	17.68	20.33	22.98
Solid Waste Operations Coordinator	03133	G09	25.98	29.88	33.77
Solid Waste Operator, Lead	03133	G08	23.43	26.94	30.45
Streets Maintenance Worker I	03105	G03	16.40	18.86	21.33
Streets Maintenance Worker II	03115	G05	18.95	21.79	24.63
Streets Maintenance Worker, Lead	03130	G08	23.43	26.94	30.45
Wastewater Maintenance Worker I	03116	G05	18.95	21.79	24.63
Wastewater Maintenance Worker II	03121	G06	20.23	23.26	26.63
Wastewater Maintenance Worker, Lead	03134	G09	25.98	29.88	33.77
Water Resource Inspector I	03147	G06	20.23	23.26	26.63
Water Resource Inspector II	03148	G08	23.43	26.94	30.45
Water Utility Operator I	03117	G05	18.95	21.79	24.63
Water Utility Operator II	03122	G06	20.23	23.26	26.63
Water Utility Operator, Lead	03144	G09	25.98	29.88	33.77