

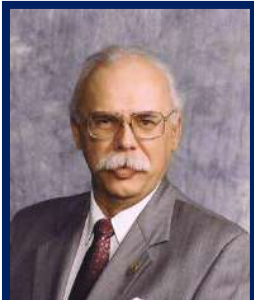
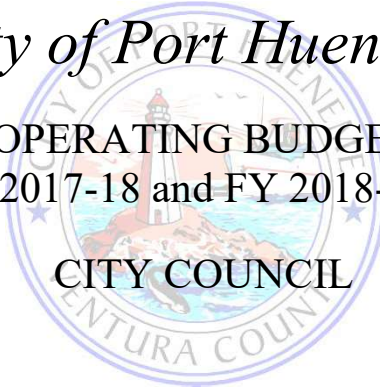
CITY OF PORT HUENEME
OPERATING BUDGET
FY 2017-2019



City of Port Hueneme

OPERATING BUDGET
FY 2017-18 and FY 2018-2019

CITY COUNCIL



Jonathan Sharkey
Council Member



Will Berg
Council Member



Tom Figg
Mayor



Jim Hensley
Mayor Pro Tem



**Sylvia Muñoz
Schnopp**
Council Member

City Manager

Rod Butler

Department Directors

Carmen Nichols – Deputy City Manager/Community Development & Housing Director

Alvin Burrell – Finance Director

Andrew Salinas – Police Chief

Don Villafana-Public Works Director

City of Port Hueneme

'The Friendly City by the Sea'

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City of Port Hueneme

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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
FY 2017-19 BUDGET CALENDAR

DESCRIPTION	DATE
Informational Budget Workshop	1/31/2017
City Council Strategic Action Plan	3/20/2017
Development of Department Budgets	05/08 thru 05/12/2017
Finance Review of Budget Requests	05/08 thru 05/12/2017
City Manager Review/Revision of Line Item Budgets	05/22 thru 05/25/2017
City Council and Public Review of Budget Baseline	6/5/2017
City Council and Public Review of Key Budget Issues	6/19/2017
1st City Council and Public Review of Preliminary Budget	7/5/2017
2nd City Council and Public Review of Preliminary Budget	7/17/2017
Presentation of Final Budget for Adoption	8/7/2017

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

Single Family Median Home Price			
	May 2017	May 2016	% Chng
Port Hueneme	\$422,000	\$377,000	11.9%
Santa Paula	\$420,000	\$468,000	-11.5%
Fillmore	\$402,000	\$400,000	.40%
Moorpark	\$690,000	\$670,000	2.9%

Source: DQNews.com, May 2017 Chart

Housing Profile:		
Housing Type:	Units	%
Single Family Detached	2,690	32.5%
Single Family Attached	2,371	28.6%
Multi-family: 2-4 units	953	11.5%
Multi-family: 5 units plus	2,253	27.2%
Mobile Home	9	0.2%
Average Household Size	3.0	

Source: May 2015 So. California Assoc of Governments

The *broad based economy* of Port Hueneme has historically performed better than the average California community. Regionally, the economy is driven by five primary sectors: oil production, defense, manufacturing, agriculture, and tourism. Locally, the Naval Base Ventura County and deep water commercial Port of Hueneme dominate the economic landscape. The Naval Base Ventura County in Port Hueneme and the Port of Hueneme, owned and operated by the Oxnard Harbor District, occupy approximately 60% of the City's total land area. The Port serves as an import/export station for break-bulk, neo-bulk, and dry-bulk cargo. In addition, the Port serves as a staging area for offshore oil operations in nearby Santa Barbara Channel, provides space for local sport and commercial fishing industries, and is home to the largest dockside refrigeration storage facility on the West Coast. Among the Port's many advantages are its U.S. Customs Port of Entry and Foreign Trade Zone designations. The Port's annual economic impact of over half a billion dollars in direct economic activity and more than 4,500 direct and indirect jobs spotlights its position as one of Ventura County's premier economic engines.

The *climate* of this City is close to paradise. Mild winter temperatures and cooling midsummer sea breezes typify Port Hueneme's subtropical temperate climate. Mean monthly low temperatures range from 44 to 58 degrees and the average temperature is 74 degrees. Rainfall averages about 15 inches per year.

In the City of Port Hueneme, *public safety* is priority one. Port Hueneme has its own police force comprised of 22 sworn officers, 6 full-time support staff, 2 part-time support staff, 6 reserve officers and 1 canine's (K-9's). With a service area of less than five square miles, response time is generally within five minutes.

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

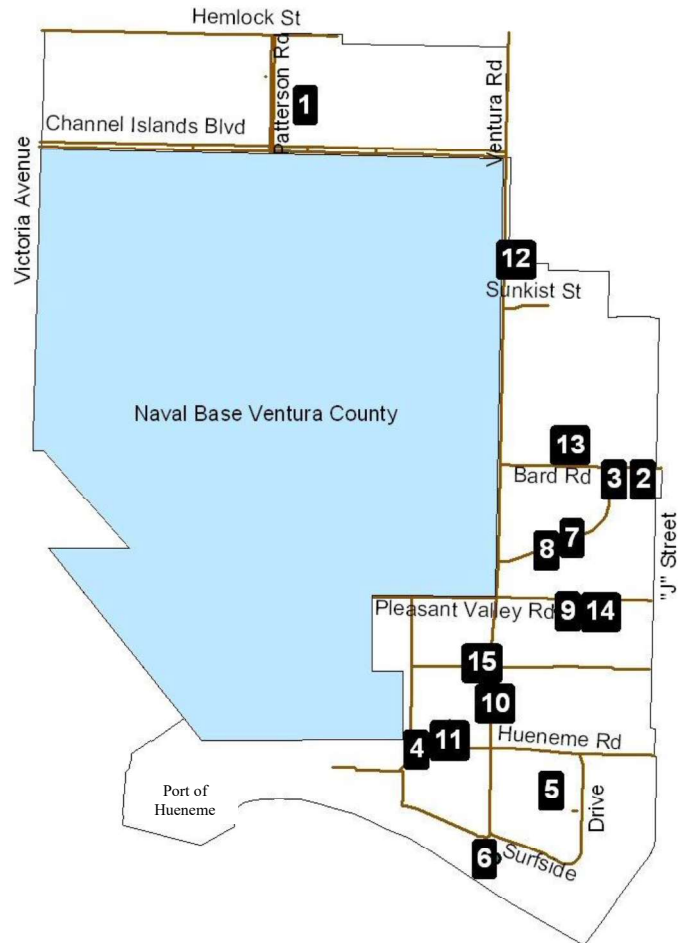
- 1 Bolker Park
- 2 Bubbling Springs
- 3 Bubbling Spring
Recreational Corridor
- 4 Dewar Park
- 5 Moranda Park
- 6 Hueneme Beach

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



City of Port Hueneme

"The Friendly City by the Sea"

ABOUT THE CITY

General information about Port Hueneme:

Population Breakdown:		
	Port Hueneme	Ventura County
Hispanic or Latino	56.2%	42.6%
White alone	30.8%	45.8%
Asian alone	5.0%	6.9%
Black alone	4.4%	1.6%
American Indian	0.5%	1.7%
All Other Non-Hispanic	3.3%	2.7%

(May 2015 So. California Assoc of Governments)

Population Breakdown:	
Under 5 years	8.6%
5 to 14 years	14.10%
15 to 24 years	16.4%
25 to 34 years	16.2%
35 to 44 years	12.6%
45 to 54 years	11.8%
55 to 64 years	9.4%
65 to 74 years	5.5%
75 years and over	5.5%

(2010 Demographic, U.S. Census)

- The population of Port Hueneme is approximately 22,702 persons.
(Southern California Association of Governments 2017)
- The City of Port Hueneme was incorporated in 1948 as a General Law city; 1996 as a Charter city.
- The City has a Council-Manager form of government, with the Mayor and other Council Members elected at large for four-year terms.
- School District: Hueneme School District. Schools in Hueneme (All Elementary): Sunkist, Parkview, Bard, and Hueneme.
- Community Buildings: Orvene S. Carpenter Community Center, Ray D. Prueter Library, City Hall/Civic Center, and Historical Museum.
- Parks: Bolker Park, Bard Park, Dewar Park, Moranda Park, Bubbling Springs Recreation Corridor, and Hueneme Beach.
- The median household income is approximately \$57,720, November Management Report
- The median age is about 31.7 years. (US Census 2010)

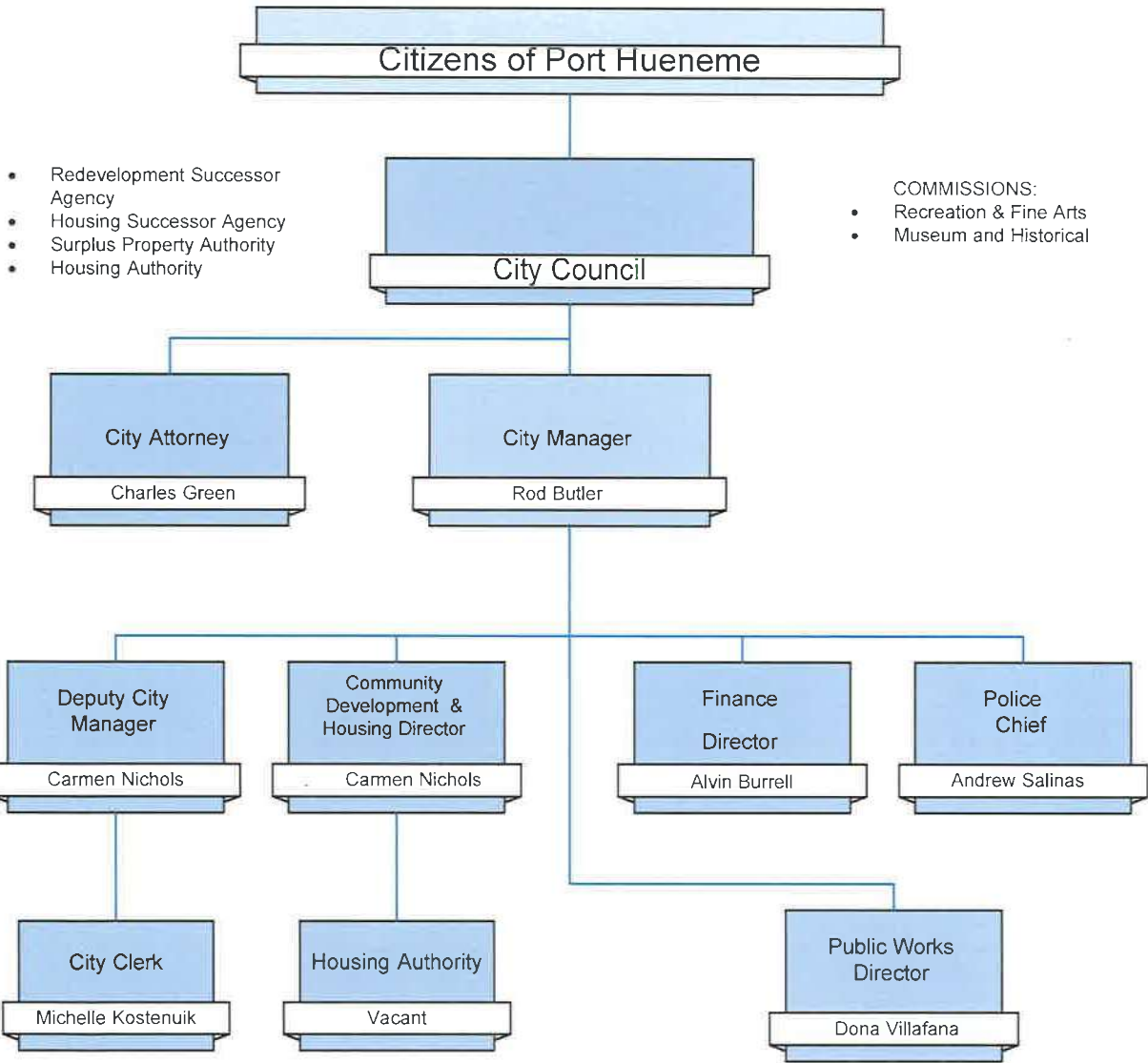
City of Port Hueneme

'The Friendly City by the Sea'

FACT SHEET

Date of Incorporation.....	March 24, 1948
Date incorporated as Charter City.....	December 1996
Type of Government.....	Charter City
Form of Government.....	Council/Manager
County.....	Ventura
State Assembly.....	44 st Assembly District, Jacqui Irwin
State Senate.....	19 th State Senate District, Hannah-Beth Jackson
U.S. Representative.....	26 th Congressional District, Julia Brownley
Area.....	4.5 square miles
Population.....	22,702
Police Protection.....	22 Sworn Officers, 8 Support Staff
Fire Protection.....	Ventura County Fire Protection District
Recreation and Parks.....	Bolker Park, Bard Park, Dewar Park, Moranda Park, Bubbling Springs Recreation Corridor, and Hueneme Beach
Municipal Bus Lines.....	Gold Coast Transit/Vista

City of Port Hueneme



Organization Chart



BUDGET MESSAGE

August 2017

Introduction

Honorable Mayor and Members of the City Council, on behalf of City staff I am pleased to present the Fiscal Years 2017-18 and 2018-19 Budget for the City of Port Hueneme for your review and approval. The proposed FY 2017-18 and 2018-19 City budget totals \$46,627,603 and \$53,867,173 with \$16,722,888 and \$17,145,251 of that amount designated as the General Fund respectively. General Fund revenues for FY 2017-18 and 2018-19 are estimated at \$15,773,189 and 16,184,399 or a negative balance of \$949,699 and \$960,852 respectively.

FY 2017-18 and 2018-19 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 Years (FY) 2017-18 and 2018-19 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 2017-18 and 2018-19 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.

Table 1

General Fund Surplus/(Deficit)	PROJECTED 2016-17	BUDGETED 2017-18	BUDGETED 2018-19
General Fund Revenues	\$ 15,586,977	\$ 15,773,189	\$ 16,184,399
General Fund Expenditures	\$ 16,254,058	\$ 16,722,888	\$ 17,145,251
Net Surplus/(Deficit)	\$ (667,081)	\$ (949,699)	\$ (960,852)

The proposed reductions result in a change in the number of City employees from 121.5 to 104.25 or 14.2% Table 2 below reflects the change in employee numbers.

Table 2

EMPLOYEES	BUDGET 2016-17	BUDGETED 2017-18	BUDGETED 2018-19
Full-Time	99.50	85.00	85.00
Part-Time/Seasonal	17.00	14.25	14.25
TOTAL	116.50	99.25	99.25

There are no cost-of-living increases budgeted in the FY 2017-18 and 2018-19 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.

Table 3



BUDGET MESSAGE

Dept.	PROJECTED 2016-17	BUDGETED 2017-18	% of Budget	BUDGETED 2018-19	% of Budget
Police	\$ 6,953,703	\$ 7,216,852	43%	\$ 7,365,725	43%
Public Works	\$ 1,540,188	\$ 1,923,894	12%	\$ 2,259,077	13%
General Government	\$ 3,235,968	\$ 1,791,948	11%	\$ 1,753,892	10%
Administration	\$ 1,391,632	\$ 1,584,181	9%	\$ 1,410,434	8%
Community Development	\$ 968,496	\$ 1,489,990	9%	\$ 1,510,768	9%
Finance	\$ 824,209	\$ 1,085,518	6%	\$ 1,084,362	6%
Landscape	\$ 761,569	\$ 999,779	6%	\$ 1,019,376	6%
Rec & Comm Services	\$ 578,293	\$ 630,726	4%	\$ 741,617	4%

Fiscal Year	GF Reserves
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

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.

A recommendation was made for the City Council to consider moving to a two year budget cycle. The City Council has considered the recommendation hence; a two year budget is being presented today.

General Fund Picture

The proposed budget for 2017-18 and 2018-19 Table 4 below.

Table 4

Fiscal Year	GF Reserves
FY 2018-19	\$1.8 million
FY 2017-18	\$2.8 million
FY 2016-17	\$3.4 million **
FY 2015-16	\$4.6 million
FY 2014-15	\$9.3 million *

Table 4 (continued)

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 increased 0.01% between FY 2016-17 projected revenue and this proposal for FY 2017-18 and .04% between FY 2016-17 and 2018-19. While this results in an increase of \$186,212 and \$597,422 respectively, it must be noted that the significant increase in expenses for FY 2017-18 and 2018-19 eliminated the increases in revenues, resulting in "borrowing" from the City's reserve fund. Continuing this practice is a path to economic instability. I cannot over emphasize that the loss in one-time revenues in future budgets is something that must 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



BUDGET MESSAGE

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 2017-18 and 2018-19.

A potential local revenue option that has been suggested is to present the community with a parcel tax proposal requiring a 2/3s vote threshold to maintain the current level of police services. If the City Council wishes to consider this type of Special Purpose 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 (which traditionally has not been viewed favorably by voters) ; 3) how best to assess whether the city’s voters are interested in this type of local funding mechanism; 4) measure viability, including whether the City will be the sole information disseminator, or whether independent community stakeholders will also be doing so, 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 2017-18, and methodically undertake the steps necessary to assess the community’s perspectives in a statistically valid manner; inform the public about the City’s service delivery and fiscal challenges; and reflect the public’s priorities and address concerns in any ballot measure that is ultimately proposed for consideration by voters.

Economic Development, through the Strategic Plan was made a priority in FY 2016-2017. Efforts have primarily been focused around city-owned parcels throughout the City with an emphasis on potential beach front, revenue generating options. 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 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 2017-18 year.

General Fund Expenditure Forecast

The big picture of projected General Fund expenditures would indicate that the City would end FY 2017-18 and 2018-19 with a negative balance of \$949,699 and \$960,852 respectively. If there are not adjustments in future budgets, however, the City will continue to fall into a deficit circumstance. The details of all the expenditures by fund are presented



BUDGET MESSAGE

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 \$2.8 million at June 30, 2018 and \$1.8 million at June 30, 2019. 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.

The actual fund balance carried forward on July 1, 2016 was \$3.4 million due to programed expenditures exceeding incoming revenues for FY 2016-17.

The projected General Fund expenditures for FY 2017-18 and 2018-19 are \$16,722,888 and \$17,145,251 respectively. An increase of 3% in FY 2017-18 and 5% increase in FY 2018-19 as compared to the projected actual expenses for FY 2016-17 of \$16,254,058 (as shown earlier in Table 1).

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 2016-17 to FY 2017-18 and 2018-19. 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 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 through 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 2017-18 fiscal year we will continue to conduct water fund financial analysis. This is 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 2017-19 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



BUDGET MESSAGE

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 2017-19 budget years was to maintain the city's infrastructure at a high level. This goal continues to be a priority for FY 2017-2019. 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. We started to address the condition of the various parklands throughout the City, with a strong emphasis on Moranda Park. We intend 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 \$2.6 million in projects for Fiscal Year 2017-18 and \$10.2 million in projects for Fiscal Year 2018-19 for all funds, and a total of \$37.8 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 2021-22. 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. Luckily, the VCTC sponsored gas tax initiative passed in November. This will generate additional revenue of \$500,000 a year to cover our street program.

The most significant street projects to be completed with General Fund in 2017-18 are 1) citywide mill and overlay of distressed pavements and 2) microsurface city streets to maximize the service life of the City's street system. Proper use of these funds is one of the factors separating the City from other jurisdictions in terms of appearance and "ridability".

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 \$392,200 in the coming year and \$74,664 in FY 2018-19. The reserve fund is projected to be approximately \$10.5 million at the end of the year.

Behind the tab that identified as "Capital Improvement Plan" you will find all the projects that require our attention over the next five years in order to maintain all infrastructures at the highest level possible.



BUDGET MESSAGE

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 enforceable 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 \$989,466. 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 \$88,000.

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.

Surplus Property Authority

The Surplus Property Authority (SPA) budget shows a strong fiscal position. The projected fund balance as of June 30, 2018 is estimated to be approximately \$4 million and as of June 30, 2019 is estimated to be \$3.8 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 2017-19, I think it 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



BUDGET MESSAGE

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 2017-18 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 2107-18.

We continue to make significant progress toward financial and economic sustainability and stability. We are faced with the reality that service levels of the past cannot be maintained and we operate with the fact that services, while adjusting to the change in the amount of resources available, need to be the best we can possibly provide.

Respectfully Submitted,

Rod Butler

Rod Butler
City Manager

SUPPLEMENT TO BUDGET MESSAGE

General Fund

The General Fund is the key operating fund within the City's budget. The General Fund contains the majority of discretionary revenues and from where the majority of general municipal services are expended. Examples of the services funded by the General Fund include Police, Lifeguard Services, Recreation Programs, Engineering Services as well as the general administration of the City. In addition, many Capital Improvements are funded by the General Fund. As illustrated in the five-year financial forecast in Table 1 below, the City will incur deficits for the next five years. Without fundamental changes in how the City provides services and cultivates revenue, all unassigned fund balance in the General Fund will be depleted by Fiscal Year 2020-21.

TABLE 1: 5-YEAR GENERAL FUND FINANCIAL FORECAST

	Audited	Projected	Budgeted	Budgeted	Estimated	Estimated	Estimated
Fiscal Year	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22
Revenues							
Taxes, Licensing and Fees	8,675,946	8,569,283	9,415,026	9,916,629	10,114,962	10,317,261	10,523,606
OHD Revenue Sharing	1,660,373	1,541,246	1,596,500	1,604,483	1,636,573	1,669,304	1,702,690
Cost Allocation from Other Funds	2,078,704	2,559,102	1,596,500	2,290,927	2,336,746	2,383,480	2,431,150
Revenue Enhancement Initiatives	-	-	200,000	100,000	100,000	100,000	100,000
Other Miscellaneous Income	2,625,377	2,917,346	2,965,163	2,272,360	2,319,807	2,368,204	2,417,568
Total	15,040,400	15,586,977	15,773,189	16,184,399	16,508,087	16,838,249	17,175,014
Expenses							
Employee Wages and Benefits	11,691,979	10,172,491	11,217,540	11,487,611	11,774,801	12,069,171	12,370,901
Capital Improvements	65,639	-	337,600	735,324	499,799	160,108	85,280
Operations	4,533,256	6,081,567	5,167,748	4,922,316	5,328,923	5,462,146	5,598,699
Total	16,290,874	16,254,058	16,722,888	17,145,251	17,603,523	17,691,425	18,054,880
Unadjusted Totals							
Revenues	15,040,400	15,586,977	15,773,189	16,184,399	16,508,087	16,838,249	17,175,014
Expenses	16,290,874	16,254,058	16,722,888	17,145,251	17,603,523	17,691,425	18,054,880
Surplus/Deficit	(1,250,474)	(667,081)	(949,699)	(960,852)	(1,095,436)	(853,176)	(879,866)
Appropriation Adjustments							
Unassigned Fund Balance	4,673,101	3,422,627	2,755,546	1,805,847	844,995	(250,441)	(1,103,617)
Economic Uncertainty Reserve	4,450,000	4,450,000	4,450,000	4,450,000	4,450,000	4,450,000	4,450,000
Deficit Coverage	9,123,101	7,872,627	7,205,546	6,255,847	5,294,995	4,199,559	3,346,383
Ending Balance	7,872,627	7,205,546	6,255,847	5,294,995	4,199,559	3,346,383	2,466,517

Salaries and Benefits – The most significant asset the City has in serving our community is our employees. It should not be surprising; therefore that 69% of FY 2017-18 General Fund Proposed Budget is attributable to salaries and benefits. The most significant increase in benefits is the growth of pension costs. The City's unfunded pension liability as of June 30, 2016 was \$19.9 million on a market value basis. This liability must be addressed in the future.

The City is attempting to address the increase in pension costs by reducing the overall staff and negotiating wage and benefit reductions with represented and unrepresented employees (see Table 5 below). These measures don't affect the unfunded liability but it can stop additional liability from accruing.

TABLE 5	REDUCTIONS & SAVINGS FOR FY 2015-2017			
	Operational Costs	Wage & Benefit Concessions	No. of Employees	Reduction/Employee
EMPLOYEE GROUPS				
City Council		56,700	5	11,340
Management		180,176	17	10,599
Misc. (SEIU)		168,115	47	3,577
Police (POA)		226,300	28	8,082
GENERAL SERVICES				
Programs	329,500			
Miscellaneous	194,202			
CAPITAL PROJECTS				
Deferral	971,105			
TOTAL	1,494,807	631,291		

TABLE 6	Full Time Personnel Costs (Wages and Benefits)				
	Equivalent Staff				
General Fund	FY2016/17	FY2017/19	FY2016/17	FY2017/18	FY2018/19
Administration	10.5	12	994,721	1,108,393	1,160,905
Finance	8	8	630,620	867,148	888,831
Community Development	5	8	512,163	884,337	893,795
Police	35.75	31.2	5,589,650	6,093,616	6,250,427
Public Works	7.65	21.45	1,635,406	1,226,738	1,255,604
Recreation	8		346,678	417,140	405,481
Enterprise Funds	FY2016/17	FY2017/19	FY2016/17	FY2017/19	FY2017/19
Water	8.35	12.55	586,449	1,216,792	1,241,127
Wastewater	4	5.5	651,337	833,460	757,742
Solidwaste	9	10	811,556	1,243,864	1,268,741

Budget Deficit – Over the past two budget cycles, emphasis has been placed on internal costs savings through wage and benefit concessions, delayed hiring, employee layoffs and reduction in services. The reality is we will not be able to cut our way out of the structural deficit, additional revenue streams are needed (See Table 7 below for Potential Additional Revenue).

Table 7 POTENTIAL ADDITIONAL REVENUE

Voter Approval Required		Projected
Revenue Source:		Amount
1	One Half cent Sales Tax Increase	\$ 700,000
2	UUT Increase (2% Increase)	\$ 500,000
3	Public Safety Parcel Tax (2/3rd Vote Requirement)	\$ 875,000
4	Business license Tax Adjustment	\$ 400,000
5	Property Transfer Tax Increase	\$ 245,000
6	Assessment Districts Full Cost Recovery	\$ 200,000
7	Mello-Roos Beach Maintenance/Erosion Control Assessment District	\$ 560,000
Total		\$3,480,000

Voter Approval Not Required		Projected
Revenue Source:		Amount
1	Lease City Hall Annex	\$ 24,000
2	Lease Public Works Industrial Avenue Building	\$ 180,000
3	City Owned Housing Rent Increases	\$ 30,000
4	Real Estate Taxes from Sale of City Properties	\$ 375,000
5	Cannabis Ordinance and Income Potential	\$ 750,000
6	1-3 Units Rental Business License Enforcement	\$ 240,000
7	Business License Ordinance Modification	\$ 200,000
8	Beach Parking Fee Adjustment	\$ 44,000
Total		\$1,843,000

Financial Stability – The amount of a City’s unassigned fund balance is an indication of the City’s financial stability. The amount of the City’s reserves should be guided by past experience, with particular attention being paid to the following:

- Diversity of revenue base
- Dependency on other funds
- Natural or man-made disasters
- Unfunded state, federal or judicial mandates

- Inflationary environment
- Capital and infrastructure needs

There are additional benefits to establishing a minimum General Fund reserve. Credit rating agencies carefully monitor level of fund balance and unassigned fund balance in government's General Fund to evaluate government's continued credit worthiness. The City Council's Reserve Level Policy sets a goal for the General Fund reserve at 25% of operating expenditures (see Tables 2 and 3 below).

TABLE 2: RESERVE FUND STATUS

FY 2017-18 BEGINNING BALANCE	Non-Spendable Fund Balance	Restricted Fund Balance	Committed Fund Balance	Assigned Fund Balance	Unassigned Fund Balance
City General Fund	18,093,129	91,888	933,930	4,450,000	1,805,847
City Enter Funds					
Water Fund		4,127,720			8,849,279
Wastewater Fund		6,796,146			7,641,063
Solid Waste Fund		1,550,510			7,122,523
Surplus Property Authority		4,156,981			2,078,129
Housing Authority		1,052,372			
Successor Redevelopment Agency		25,284			

FY 2017-18 USE AND PURPOSE OF FUNDS	Non-Spendable Fund Balance	Restricted Fund Balance	Committed Fund Balance	Assigned Fund Balance	Unassigned Fund Balance
City General Fund	Legally or contractually required to be maintained in tact	Restricted for specific purposes stipulated by external resources providers	Used for specific purposes determined by a formal action of the City Council	used for specific purposes determined by City Council or management	Includes all amounts not contained in other classifications
City Enter Funds					
Water Fund					
Wastewater Fund					
Solid Waste Fund					
Surplus Property Authority					
Housing Authority					
Successor Redevelopment Agency					

TABLE 3: UNASSIGNED RESERVE FUNDS

FY 2016/17 (PROJECTED)	Policy Threshold	Dollars Treshold	Unassigned Balance	Over (Under)
GENERAL FUND	50%	8,127,029	2,755,546	(5,371,483)
ENTERPRISE FUNDS				
Water Fund	50%	2,931,257	7,051,050	4,119,793
Wastewater Fund	50%	3,023,279	5,028,544	2,005,265
Solid Waste Fund	50%	2,061,091	5,379,642	3,318,551
SURPLUS PROPERTY AUTHORITY	50%	204,601	2,079,325	1,874,724

TABLE 3: UNASSIGNED RESERVE FUNDS (Continues)

FY 2017/18 (BUDGETED)	Policy Threshold	Dollars Treshold	Unassigned Balance	Over (Under)
GENERAL FUND	25%	4,180,722	1,805,847	(2,374,875)
ENTERPRISE FUNDS				
Water Fund	25%	2,016,250	8,849,279	6,833,030
Wastewater Fund	25%	979,828	7,641,063	6,661,236
Solid Waste Fund	25%	1,016,215	7,122,523	6,106,308
SURPLUS PROPERTY AUTHORITY	25%	62,608	2,078,129	2,015,522

FY 2018/19 (BUDGETED)	Policy Threshold	Dollars Treshold	Unassigned Balance	Over (Under)
GENERAL FUND	25%	4,286,313	844,995	(3,441,318)
ENTERPRISE FUNDS				
Water Fund	25%	4,063,343	9,673,113	5,609,771
Wastewater Fund	25%	796,185	8,197,487	7,401,302
Solid Waste Fund	25%	992,044	9,065,013	8,072,970
SURPLUS PROPERTY AUTHORITY	25%	78,397	3,786,568	3,708,171

Performance Measures – During this biennial budget cycle the staff will be transforming the current Performance Measures to a robust, valuable, and meaningful tool that will provide measures to highlight areas where the City performs well, as well as those areas in which evaluation is warranted. The goal is to have Performance Measures that align with the City’s Strategic Plan and can be tracked from budget to budget.

Strategic Plan with Project Numbers Attached

I. PROMOTE COASTAL AMENITIES

PROJECT #	ACTIONS	BUDGETING	TIMING	ASSIGNMENTS	NOTES
1 000216	Establish and activate a citizen based Beach Advisory Commission (in addition to or as part of a redefined mission for "REACH") to promote volunteerism, event programming, capital improvement planning and asset development.	Amount: \$10,000 Source: UCEF Purpose: Initial start-up costs for Commission formation including legal services, City staff support, member training and incidental expenses.	Establish mission statement, devise commission protocols, prepare bylaws and make appointments. (3rd Qtr. 2017)	Council: Jim Hensley Staff: Deputy City Manager/ Human Resources Manager	Action Items I.1, IV.1 and IV.4 shall be combined and organized under a single advisory body with specific tasks allocated through sub-committees.
2 000217	Formalize and commence an Inter-Agency Coalition (City, County, Port and Navy) to monitor sand replenishment operations, proactively seek State and Federal funding, promote special legislation and lobby for Congressional support.	Amount: \$9,000 Source: UCEF Purpose: Initial start-up costs for Coalition formation including legal services, City staff support, joint powers agreement preparation and incidental expenses.	Conduct outreach, establish coalition structure, devise overarching goals and determine long-term funding arrangement. (2nd Qtr. 2017)	Council: Jim Hensley Staff: City Manager	Budget amount corresponds to existing membership dues for BEACON; no change is proposed in GF funding already allocated to BEACON.
3 000218	Devise and implement a capital improvement plan expressly dedicated to Hueneume Beach for upgrading/replacing infrastructure (e.g., landscaping, picnic shelters, outdoor showers, etc.) with immediate priority for beach restrooms.	Amount: \$10,000 Source: SPA-UR Purpose: Staff and consultant expenses to survey the Beach Park, itemize needed improvements, devise cost estimates and prioritize construction (with restrooms receiving immediate priority).	Perform needs assessment, quantify costs, prioritize improvements and incorporate results into the FY 2017-18 Budget. (2nd Qtr. 2017)	Council: Jim Hensley Staff: Public Works Director	Staff has been directed to proceed immediately with cost estimates and construction options for renovating the Beach bathrooms.

4	000219	Explore joint City-Oxnard Harbor District ("OHD") sponsorship of a community Beach-Port celebration to replace and/or supplement separate events (Hueneme Beach and Banana Festivals) sponsored by these entities independent of one another.	<p>Amount: \$25,000</p> <p>Source: UCEF</p> <p>Purpose: One-time City contribution for participating in a jointly sponsored Beach/Port festival promoting both agencies and their symbiotic relationship.</p>	Engage in discussions and collaborate on program logistics and joint sponsorship.	<p>Council: Jim Hensley</p> <p>Staff: Deputy City Manager/ Human Resources Manager</p>	Budget amount corresponds roughly to one-half the net cost incurred by the City in the last Hueneme Beach Festival.
5	000220	Upgrade janitorial services at Hueneme Beach restrooms, limited to a period of one-year, allowing for a long-term solution as to hours of operations, renovation needs and permanent source of funds to underwrite ongoing maintenance costs.	<p>Amount: \$19,000</p> <p>Source: SPA-UR</p> <p>Purpose: One-time, one-year contribution for upgrading the level and frequency of janitorial service for the Hueneme Beach restrooms. Future capital improvements are anticipated pending the results of Action Item I.3.</p>	Retain a janitorial service to perform upgraded restroom maintenance per Staff Memorandum dated October 17, 2016.	<p>Council: Jim Hensley</p> <p>Staff: Public Works Director</p>	Cost estimate reflects a mid-point between \$7,000 and \$30,000 presented in the Staff Memorandum; Beach restrooms only).

III. CULTIVATE A HIGH PERFORMING ORGANIZATION

PROJECT #	ACTIONS	BUDGETING	TIMING	ASSIGNMENTS	NOTES
1	Replace the "Inspiration" at the beginning of each City Council meeting with an acknowledgement of City employees for the services they provide and the contributions they make; provide recognition and awards for exceptional performance.	No funding required (internal administrative task assignment).	This task has been completed. No further action is required.	<p>Council: Sylvia Schnopp</p> <p>Staff: Deputy City Manager/ Human Resources Manager</p>	A "Port Hueneme Pride" concept has been introduced but individual Council Members have no obligation to participate.

2	000221	Re-examine reserve policies, establish baseline financial conditions and seek agreement on compensation capacity in collaboration with labor units within the City (e.g., POA and SEIU); link salary increases to the City's overall financial condition and future performance.	<p>Amount: \$15,000</p> <p>Source: SPA-UR</p> <p>Purpose: Retention of an independent auditor/financial consultant to evaluate competing data, reconcile differences and achieve agreement on financial conditions germane to negotiating compensation terms.</p>	Retain consultant, reconcile competing financial data, provide mediation services and engage labor units in collaborative negotiations.	<p>(2nd Qtr. 2017)</p> <p>Council: Sylvia Schnopp</p> <p>Staff: City Manager, Deputy City Manager/Human Resources Manager and Finance Director</p> <p>Negotiating parameters and associated costs will be considered by the City Council as a whole upon completing the exploratory phase.</p>
3	000222	Conduct an independent assessment of the City's risk management program, institute best management practices and explore alternative underwriting arrangements with the goal of enhancing workplace safety and reducing premium costs.	<p>Amount: \$15,000</p> <p>Source: SPA-UR</p> <p>Purpose: Retention of a specialty consultant to evaluate current risk management practices, identify training and equipment needs, and provide recommendations to minimize future claim exposure.</p>	Retain consultant, conduct risk assessment and present study recommendations for Council consideration.	<p>(2nd Qtr. 2017)</p> <p>Council: Sylvia Schnopp</p> <p>Staff: Deputy City Manager/Human Resources Manager</p> <p>Costs for implementing staff/consultant recommendations will be considered separately from the initial evaluation phase.</p>
4		Craft and implement organizational "norms" to promote vertical and horizontal communication and team building throughout the City's organization; embody results in advisory guidelines as an "add-on" to the existing Council Protocols.	No funding required (interim administrative task assignment).	Update City Council Protocols to institute "Best Management" communication and team building practices.	<p>(2nd Qtr. 2017)</p> <p>Council: Sylvia Schnopp</p> <p>Staff: City Manager</p> <p>Other changes in City Council Protocols may be introduced concurrently with the overall objective of improving organizational performance.</p>

III. MAINTAIN INFRASTRUCTURE AT A HIGH LEVEL

PROJECT #	ACTIONS	BUDGETING	TIMING	ASSIGNMENTS	NOTES
1 000223	Evaluate creation of an Enhanced Infrastructure Financing District (“EIFD”) by which to implement the City’s Capital Improvement Program and recapture debt financing (over an extended period of time) through future tax increment revenues.	Amount: \$10,000 Source: SPA-UR Purpose: Retention of a specialty consultant to evaluate eligibility criteria, revenue potential and cost-effectiveness of establishing an EIFD.	Retain consultant, evaluate options and present study recommendations for Council consideration. (3rd Qtr. 2017)	Council: Will Berg Staff: Public Works Director	Costs for implementing staff/consultant recommendations will be considered separately from the initial evaluation phase.
2 000224	Explore alternative financing mechanisms (e.g., Mello Roos and Special Assessment Districts) to raise revenue dedicated to shoreline protection, capital replacement and beach maintenance based on benefits derived from beach proximity.	Amount: \$15,000 Source: SPA-UR Purpose: Retention of a specialty consultant to evaluate alternatives for financing capital improvements, recurring maintenance and shoreline protection at Huenueme Beach.	Retain consultant, evaluate options and present study recommendations for Council consideration. (4th Qtr. 2017)	Council: Will Berg Staff: Public Works Director	Action Items III.2, V.1, V.3, V.4 and V.8 and shall be consolidated into a single initiative with shared funding.
3	Complete the City’s ongoing water rate study with analysis of treatment/delivery options and associated costs; finalize the impending RFP for outsourcing landscape maintenance to incorporate qualitative performance measures.	No funding required (work and budgeting has already been authorized).	Complete water rate study, evaluate landscape bid proposals and present staff recommendations for Council consideration. (2nd Qtr. 2017)	Council: Will Berg Staff: Public Works Director	Decisions regarding water rate adjustments (if any) and outsourcing landscape maintenance services are subject to City Council approval.

4 000225	Re-amortize Capital Replacement schedules based on actual infrastructure conditions and health/safety importance as opposed to actuary standards in general; explore the feasibility of bond financing using future OHD revenue sharing funds as means for security.	Amount: \$15,000 Source: SPA-UR Purpose: Retention of a specialty consultant to evaluate/reconcile infrastructure replacement needs based on actual conditions as opposed to industry-accepted actuary schedules; evaluate bonding potential linked to OHD revenue.	Retain consultant, conduct analysis and present findings/recommendations for Council consideration. (2nd Qtr. 2017)	Council: Will Berg Staff: Public Works Director	Scope of analysis will be focused on utilities with specific emphasis on the City's water delivery system.
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IV. ENHANCE COMMUNITY INVOLVEMENT

PROJECT #	ACTIONS	BUDGETING	TIMING	ASSIGNMENTS	NOTES
1	Establish a Citizen Advisory Committee ('CAC') as a sounding board for Council decision-making; engage CAC in helping to craft political, financial and budgetary reforms by means of the Municipal Code in place of a Charter Amendment ("Re-forms").	No funding required (internal administrative task).	Establish mission statement, devise commission protocols, prepare bylaws and make appointments. Submit proposed Reforms for CAC consideration. (3rd Qtr. 2017)	Council: Jon Sharkey Staff: Deputy City Manager/Human Resources Manager	Action Items I.1, IV.1 and IV.4 shall be combined and organized under a single advisory body with specific tasks allocated through sub-committees.
2	Conduct periodic Town Hall meetings at off-site locations to engage in informal dialogue and elicit citizen feedback on community issues; conduct first meeting at the Orvene S. Carpenter Community Center to help finalize this Action Plan.	No funding required (internal administrative task).	Solicit input from the CAC for topics, schedule, logistics and location for conducting Town-hall Meetings. (2nd Qtr. 2017)	Council: Jon Sharkey Staff: Deputy City Manager/Human Resources Manager	This Action Item is related to Action Item IV.1 , and related recommendations should flow from the CAC process.

	<p>Evaluate options and resources by which to keep citizens aware of important community issues (e.g., more regular updating of the City's website, broader use of social media, interactive video streaming, messaging through utility billings, and HOA newsletters).</p>	<p>No funding required (internal administrative task).</p>	<p>Conduct internal assessment of means to improve communications with local residents and present staff recommendations for Council consideration.</p> <p>(3rd Qtr. 2017)</p>	<p>Council: Jon Sharkey Staff: Deputy City Manager/Human Resources Manager</p>	<p>Action Items IV.3 and IV.5 shall be consolidated into a single initiative with shared funding.</p>
<p>4 000226</p>	<p>Broaden/refine the mission of "REACH" to encourage more volunteerism, grantsmanship, and recreational programming; serve as a mechanism to fund ongoing activities at the Hueneume Historical Museum and Ray Prueter Library.</p>	<p>Amount: \$10,000 Source: UCEF Purpose: Initial start-up costs for reformulating/repositioning REACH including legal services, non-profit organizational changes, City staff support, and incidental expenses.</p>	<p>Reposition "REACH" to become self-sustaining; refocus fund raising to sustain activities at the Historical Museum, Ray Prueter Library and recreational programs.</p> <p>(2nd Qtr. 2017)</p>	<p>Council: Jon Sharkey Staff: Deputy City Manager/Human Resources Manager</p>	<p>Action Items I.1, IV.1 and IV.4 shall be combined and organized under a single advisory body with specific tasks allocated through subcommittees.</p>

IV. ENHANCE COMMUNITY INVOLVEMENT (Continued)

PROJECT #	ACTIONS	BUDGETING	TIMING	ASSIGNMENTS	NOTES
<p>5 000227</p>	<p>Upgrade City Council digital recording capability and webpage maneuverability to improve camera positioning, enhance visual imagery, fully synchronize audio/visual signals and increase the timeliness of video/webpage uploading.</p>	<p>Amount: \$7,500 Source: UCEF Purpose: Staff and consultant costs to assess equipment requirements, software adjustments, video streamlining, archive protocols and incidental expenses.</p>	<p>Conduct staff/consultant assessment of current broadcast performance and present staff recommendations for Council consideration.</p> <p>(2nd Qtr. 2017)</p>	<p>Council: Jon Sharkey Staff: Deputy City Manager/Human Resources Manager</p>	<p>Action Items IV.3 and IV.5 shall be consolidated into a single initiative with shared funding.</p>

6 000228	Underwrite improvements at the Hueneheme Historical Museum to support volunteer efforts and provide a more inviting environment for visitors consisting of floor restoration, restroom upgrades, Norton Sound monument renovation, story board construction and printer equipment.	Amount: \$26,200 Source: UCEF Purpose: One-time, one-year contribution for capital improvements, exhibit displays and printing equipment to support ongoing exhibitions and visitor attraction endeavors.	Solicit bids, present findings to the Council and undertake requisite equipment purchase and physical construction. (3rd Qtr. 2017)	Council: Jon Sharkey Staff: Deputy City Manager/Human Resources Manager	Procurement and construction should occur under the direction of the City insofar as the Museum is a public owned facility.
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V. CREATE A SUSTAINABLE FINANCIAL FUTURE

PRO-JECT #	ACTIONS	BUDGETING	TIMING	ASSIGNMENTS	NOTES
1 000229	Conduct an economic impact assessment of NBVC at Port Hueneheme, examine shortfalls in municipal revenues compared to services provided (if any) and explore alternatives for obtaining compensation in lieu of taxes.	Amount: \$50,000 Source: SPA-UR Purpose: Retention of a specialty consultant to assess the cost-benefit of USNCBC specific to Port Hueneheme relative to municipal service costs and direct revenues received.	Retain consultant, conduct analysis and present findings/recommendations for Council consideration. (3rd Qtr. 2017)	Council: Tom Figg Staff: City Manager and Public Works Director	Action Items III.2, V.1, V.3, V.4 and V.8 and shall be consolidated into a single initiative with shared funding.
2 000230	Continue the exploration of redevelopment/reuse options for City real estate assets; commence the outreach, disposition and development process to maximize near and long-term revenue potential.	Amount: \$50,000 Source: SPA-UR Purpose: Retention of a specialty consultant to assess marketability, land use/development options and reuse potential of City owned/ controlled real estate assets.	Retain consultant, conduct outreach, perform appraisals and present findings/ recommendations for Council consideration. (4th Qtr. 2017)	Council: Tom Figg Staff: City Manager	This Action Item has already commenced. Budgeting proposed is to supplement funds previously authorized (if needed).
3 000231	Employ specialty consultants to devise and gauge voter acceptance of a Public Safety Parcel Tax Measure to provide a dedicated source of funding for retraining police, lifeguard and school	Amount: \$50,000 Source: SPA-UR Purpose: Retention of a specialty consultant to	Retain consultant, conduct tax analysis and present findings/recommendations for Council con-	Council: Tom Figg Staff: City Man-	Action Items III.2, V.1, V.3, V.4 and V.8 and shall be consolidated into a single initiative

	crossing services under local control.	assess alternative tax structures, financial thresholds, taxpayer ramifications and voter receptivity.	sideration. (4th Qtr. 2017)	ager	with shared funding.	
4	000232	Commence engineering studies to assess feasibility and potential cost recovery by restructuring existing maintenance assessment districts (including application to public lands not presently assessed).	Amount: 25,000 Source: SPA-UR Purpose: Retention of a specialty consultant to re-evaluate existing assessment district methodology, full cost recovery potential, and property ownership receptivity.	Retain consultant, conduct pre-engineering assessment district analysis and present findings/recommendations for Council consideration. (4th Qtr. 2017)	Council: Tom Figg Staff: City Manager and Public Works Director	Action Items III.2, V.1, V.3, V.4 and V.8 and shall be consolidated into a single initiative with shared funding.
5	000233	Retool the City's business licensing ordinance to incentivize occupancy of vacant storefronts, update business categories to which fees/taxes apply, and evaluate appropriateness/impact of potential fee/tax adjustments.	Amount: \$15,000 Source: SPA-UR Purpose: Retention of a specialty consultant to update the City's existing business license ordinance and assess alternative business fee/tax rate structures.	Retain consultant, conduct tax analysis and present findings/recommendations for Council consideration. (3rd Qtr. 2017)	Council: Tom Figg Staff: City Manager and Public Works Director	This Action Item will require extensive outreach to the business community, Navy, and OHD (along with their associated tenants).
6		Commence discussions with OHD on joint initiatives and allocation of future CEF; explore development opportunities for Market Street Landing; revisit the status of existing revenue sharing agreements and the need for updating.	No funding required (internal administrative task).	Schedule and conduct meetings between OHD and City at the mutual convenience of the parties. (2nd Qtr. 2017)	Council: Tom Figg Staff: City Manager	This Action Item anticipates use of the City-Port Development Review Committee as the vehicle for conducting inter-agency discussions.
7	000234	Retain a specialty consultant to identify and pursue grant opportunities; collaborate with the OHD, Navy and School District on funding possibilities that arise by virtue of their value-added missions (e.g., Homeland Security).	Amount: \$25,000 Source: SPA-UR Purpose: Retention of a specialty consultant to identify "value-added" grant opportunities resulting from associations with	Retain consultant, conduct grant opportunity analysis and present findings/recommendations for Council consideration.	Council: Tom Figg Staff: City Manager	This Action Item anticipates that consultant retention beyond the exploratory phase will be based on a contingency fee arrangement.

		the OHD, Navy and School District.	(4th Qtr. 2017)			
8	000235	Evaluate the feasibility of a locally-imposed real property transfer tax that is applied to the valuation difference between Proposition 13 baselines and current market value at time of sale; consider possibility of a general tax (50% vote) as opposed to a service restricted parcel tax (67%).	Amount: \$25,000 Source: SPA-UR Purpose: Retention of a specialty consultant to assess alternative "real property transfer" tax structures, financial thresholds, taxpayer ramifications and voter receptivity.	Retain consultant, conduct tax analysis and present findings/ recommendations for Council consideration. (4th Qtr. 2017)	Council: Tom Figg Staff: City Manager	Action Items III.2, V.1, V.3, V.4 and V.8 and shall be consolidated into a single initiative with shared funding.
9	000236	Underwrite capital improvements to help re-establish the Chamber of Commerce at its new location within the Mandalay Village Marketplace Shopping Center (previously housed at the Port Huememe Historical Museum).	Amount: \$19,000 Source: UCEF Purpose: One-time, one-year contribution for capital improvements to assist in re-establishment of the Chamber of Commerce.	Solicit bids, present findings to the Council and undertake requisite equipment purchase and physical construction. (2nd Qtr. 2017)	Council: Tom Figg Staff: Deputy City Manager/ Human Resources Manager	Budget amount corresponds to cost and material allocations reported by the Chamber in a cost proposal dated February 28, 2017.
10		City/Chamber Collaboration in Promoting Positive Business Relations	No funding required (internal administrative task).	Commence discussions with the Chamber on initiatives involving business ombudsman, visitor center and retention/attraction efforts. (3rd Qtr. 2017)	Council: Tom Figg Staff: Deputy City Manager/ Human Resources Manager	Costs for implementing recommendations resulting from joint discussions will be considered separately from the initial evaluation phase.



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Schedules

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"The Friendly City by the Sea"

CITY OF PORT HUENEME
SUMMARY OF FUND BALANCES, SOURCES AND USES BY FUND
FY 2017-18 BUDGET

FUNDS	Projected Salaries & Benefits	Projected Operating Charges	Projected Capital Expenditures	Projected Transfers Out	Projected Total Appropriations Budget	Projected Unreserved Fund Balance/ Retained Earnings July 1, 2018
GENERAL FUND	11,217,540	3,140,314	337,600	2,027,434	16,722,888	1,957,096
SPECIAL REVENUES FUNDS:						
COMMUNITY DEVELOPMENT:						
Neighborhood Preservation	66,293	127,800	0	9,548	203,641	1,494,252
Community Development Block Grants (CDBG)	0	80,000	0	0	80,000	0
SUB TOTAL COMMUNITY DEVELOPMENT	66,293	207,800	0	9,548	283,641	1,494,252
PUBLIC SAFETY:						
State COPS Grant	0	0	0	100,000	100,000	0
Traffic Safety	0	0	0	8,400	8,400	0
SUB TOTAL PUBLIC SAFETY	0	0	0	108,400	108,400	0
RECREATION & COMMUNITY SERVICES:						
Senior Nutrition Grant	0	1,500	0	18,600	20,100	0
SUB TOTAL RECREATION & COMM SVCS	0	1,500	0	18,600	20,100	0
PUBLIC WORKS:						
Transportation Development Act (TDA)	0	25,300	111,000	0	136,300	162,811
Gas Tax	0	220,000	350,000	23,935	593,935	511,096
Bike Path (Article 3)	0	10,000	0	0	10,000	30,632
Federal STP Grant	0	0	200,000	0	200,000	0
SUB TOTAL PUBLIC WORKS	0	255,300	661,000	23,935	940,235	704,539
STORMWATER PROGRAM:	0	43,656	87,000	53,094	183,750	0
TOTAL SPECIAL REVENUE FUND	66,293	508,256	748,000	213,577	1,536,126	2,198,791
ENTERPRISE FUNDS						
Water Operations	871,906	5,691,716	949,200	552,176	8,064,998	8,849,279
Water Plant Operations	344,886	570,589	0	234,375	1,149,850	0
Wastewater Operations	776,667	2,327,786	392,200	422,657	3,919,310	7,641,063
Solid Waste Operations	1,172,636	1,464,587	154,200	1,273,438	4,064,861	8,673,033
TOTAL ENTERPRISE FUNDS	3,166,094	10,054,678	1,495,600	2,482,646	17,199,018	25,163,376
NBVC CONTRACT	0	0	0	0	0	0
ASSESSMENT DISTRICTS FUNDS						
Drainage	0	142,619	0	42,430	185,049	236,831
Street Lights	0	113,233	0	9,278	122,511	4,623
Median	0	9,980	0	387,224	397,204	(415,121)
TOTAL ASSESSMENT DISTRICTS	0	265,832	0	438,932	704,764	(173,667)
INTERNAL SERVICE FUNDS						
Risk Administration	0	1,794,629	0	0	1,794,629	(0)
Fleet Maintenance	147,511	530,914	0	19,014	697,439	(0)
TOTAL INTERNAL SERVICE FUNDS	147,511	2,325,543	0	19,014	2,492,068	(0)
DEBT SERVICE FUNDS						
1992A COP	0	488,700	0	0	488,700	0
Pension Obligation Bonds	0	530,000	0	0	530,000	0
TOTAL DEBT SERVICE FUNDS	0	1,018,700	0	0	1,018,700	0
TOTAL CITY FUNDS	14,597,437	17,313,323	2,581,200	5,181,603	39,673,564	29,145,596
HOUSING AUTHORITY						
Conventional	273,333	367,450	155,500	35,511	831,794	932,916
	200,870	2,802,514	0	57,329	3,060,713	119,456
Modernization Grant	0	28,402	0	-	28,402	0
TOTAL HOUSING AUTHORITY	474,203	3,198,366	155,500	92,840	3,920,909	1,052,372
	0	84,823	0	121,433	206,256	25,284
REDEVELOPMENT AGENCY						
20% Setaside	0	28,000	60,000	0	88,000	901,466
Debt Service	41,843	2,363,881	0	10,325	2,416,048	248,806
TOTAL REDEVELOPMENT SUCCESSOR AGENCY	41,843	2,391,881	60,000	10,325	2,504,048	1,150,272
SURPLUS PROPERTY AUTHORITY	0	250,430	0	0	250,430	4,053,101
GRAND TOTAL	15,113,483	23,238,823	2,796,700	5,406,201	46,555,206	35,426,626

CITY OF PORT HUENEME
SUMMARY OF FUND BALANCES, SOURCES AND USES BY FUND
FY 2017-18 BUDGET

FUNDS	Projected Unreserved Fund Balance/ Retained Earnings July 1, 2017	Projected Revenue FY 2017-18 Budget	Projected Transfers In	Projected Total Revenues Budget	Projected Total Funds Available
GENERAL FUND BALANCE	2,906,795	13,482,262	2,290,927	15,773,189	18,679,984
SPECIAL REVENUES FUNDS:					
COMMUNITY DEVELOPMENT:					
Neighborhood Preservation	766,393	931,500	0	931,500	1,697,893
Community Development Block Grants (CDBG)	0	80,000	0	80,000	80,000
SUB TOTAL COMMUNITY DEVELOPMENT	766,393	1,011,500	0	1,011,500	1,777,893
PUBLIC SAFETY:					
State COPS Grant	0	100,000	0	100,000	100,000
Traffic Safety	0	8,400	0	8,400	8,400
SUB TOTAL PUBLIC SAFETY	0	108,400	0	108,400	108,400
RECREATION & COMMUNITY SERVICES:					
Senior Nutrition Grant	0	20,100	0	20,100	20,100
SUB TOTAL RECREATION & COMM SVCS	0	20,100	0	20,100	20,100
PUBLIC WORKS:					
Transportation Development Act (TDA)	162,811	136,300	0	136,300	299,111
Gas Tax	470,950	634,081	0	634,081	1,105,031
Bike Path (Article 3)	30,332	10,300	0	10,300	40,632
Federal STP Grant	0	200,000	0	200,000	200,000
SUB TOTAL PUBLIC WORKS	664,093	980,681	0	980,681	1,444,774
STORMWATER PROGRAM:	0	89,244	94,506	183,750	183,750
TOTAL SPECIAL REVENUE FUNDS	1,430,486	2,209,925	94,506	2,304,431	3,534,917
ENTERPRISE FUNDS					
Water Operations	8,051,050	8,863,227	0	8,863,227	16,914,277
Water Plant Operations	0	1,149,850	0	1,149,850	1,149,850
Wastewater Operations	7,891,701	3,628,672	40,000	3,668,672	11,560,373
Solid Waste Operations	8,463,234	4,274,660	0	4,274,660	12,737,894
TOTAL ENTERPRISE FUNDS	24,405,985	17,916,409	40,000	17,956,409	42,362,394
NBVC CONTRACT	0	0	0	0	0
ASSESSMENT DISTRICTS FUNDS					
Drainage	236,831	185,049	0	185,049	421,880
Street Lights	4,623	122,511	0	122,511	127,134
Median	(415,121)	397,204	0	397,204	(17,917)
TOTAL ASSESSMENT DISTRICTS	(173,667)	704,764	0	704,764	531,097
INTERNAL SERVICE FUNDS					
Risk Administration	0	0	1,794,629	1,794,629	1,794,629
Fleet Maintenance	0	0	697,439	697,439	697,439
TOTAL INTERNAL SERVICE FUNDS	0	0	2,492,068	2,492,068	2,492,068
DEBT SERVICE FUNDS					
1992A COP	0	0	488,700	488,700	488,700
Pension Obligation Bonds	0	530,000	0	530,000	530,000
TOTAL DEBT SERVICE FUNDS	0	530,000	488,700	1,018,700	1,018,700
TOTAL CITY FUNDS	28,569,599	34,843,360	5,406,201	40,249,561	68,619,160
HOUSING AUTHORITY					
Conventional	944,515	820,195	0	820,195	1,764,710
Section 8 Vouchers	117,199	3,062,970	0	3,062,970	3,180,169
Modernization Grant	0	28,402	0	28,402	28,402
TOTAL HOUSING AUTHORITY	1,061,714	3,911,567	0	3,911,567	4,973,281
HOUSING SUCCESSOR AGENCY	0	231,540	0	231,540	231,540
REDEVELOPMENT SUCCESSOR AGENCY					
Redevelopment (Previously Debt Service)	989,466	0	0	0	989,466
Successor Agency	0	2,664,854	0	2,664,854	2,664,854
TOTAL REDEVELOPMENT SUCCESSOR AGENCY	989,466	2,664,854	0	2,664,854	3,654,320
SURPLUS PROPERTY AUTHORITY	4,238,913	64,618	0	64,618	4,303,531
GRAND TOTAL	34,859,692	41,715,939	5,406,201	47,122,140	81,781,832

CITY OF PORT HUENEME
SUMMARY OF FUND BALANCES, SOURCES AND USES BY FUND
FY 2018-19 BUDGET

FUNDS	Projected Unreserved Fund Balance/ Retained Earnings July 1, 2018	Projected Revenue FY 2018-19 BUDGET	Projected Transfers In	Projected Total Revenues BUDGET	Projected Total Funds Available
GENERAL FUND BALANCE	1,957,096	13,893,472	2,290,927	16,184,399	18,141,495
SPECIAL REVENUES FUNDS:					
COMMUNITY DEVELOPMENT:					
Neighborhood Preservation	1,494,252	6,500	0	6,500	1,500,752
Community Development Block Grants (CDBG)	0	80,000	0	80,000	80,000
SUB TOTAL COMMUNITY DEVELOPMENT	1,494,252	86,500	0	86,500	1,580,752
PUBLIC SAFETY:					
State COPS Grant	0	100,000	0	100,000	100,000
Traffic Safety	0	8,400	0	8,400	8,400
SUB TOTAL PUBLIC SAFETY	0	108,400	0	108,400	108,400
RECREATION & COMMUNITY SERVICES:					
Senior Nutrition Grant	0	20,100	0	20,100	20,100
SUB TOTAL RECREATION & COMM SVCS	0	20,100	0	20,100	20,100
PUBLIC WORKS:					
Transportation Development Act (TDA)	162,811	73,339	0	73,339	236,150
Gas Tax	511,096	842,763	0	842,763	1,353,859
Bike Path (Article 3)	30,632	10,300	0	10,300	40,932
Federal STP Grant	0	0	0	0	0
SUB TOTAL PUBLIC WORKS	704,539	926,402	0	926,402	1,630,941
STORMWATER PROGRAM:	0	2,289	95,334	97,623	97,623
TOTAL SPECIAL REVENUE FUNDS	2,198,791	1,143,691	95,334	1,239,025	3,437,816
ENTERPRISE FUNDS					
Water Operations	8,849,279	17,077,204	0	17,077,204	25,926,483
Water Plant Operations	0	1,168,708	0	1,168,708	1,168,708
Wastewater Operations	7,641,063	3,701,165	40,000	3,741,165	11,382,228
Solid Waste Operations	8,673,033	4,360,153	0	4,360,153	13,033,187
TOTAL ENTERPRISE FUNDS	25,163,376	26,307,230	40,000	26,347,230	51,510,606
ASSESSMENT DISTRICTS FUNDS					
Drainage	236,831	185,049	0	185,049	421,880
Street Lights	4,623	122,511	0	122,511	127,134
Median	(415,121)	397,204	0	397,204	(17,917)
TOTAL ASSESSMENT DISTRICTS	(173,667)	704,764	0	704,764	531,097
INTERNAL SERVICE FUNDS					
Risk Administration	(0)	0	1,830,525	1,830,525	1,830,525
Fleet Maintenance	(0)	0	706,982	706,982	706,982
TOTAL INTERNAL SERVICE FUNDS	(0)	0	2,537,507	2,537,507	2,537,507
DEBT SERVICE FUNDS					
1992A COP	0	0	497,900	497,900	497,900
Pension Obligation Bonds	0	550,000	0	550,000	550,000
TOTAL DEBT SERVICE FUNDS	0	550,000	497,900	1,047,900	1,047,900
TOTAL CITY FUNDS	29,145,596	42,599,157	5,461,668	48,060,825	77,206,421
HOUSING AUTHORITY					
Conventional	932,916	830,325	0	830,325	1,763,241
Section 8 Vouchers	119,456	3,086,500	0	3,086,500	3,205,956
Modernization Grant	0	0	0	0	0
TOTAL HOUSING AUTHORITY	1,052,372	3,916,825	0	3,916,825	4,969,197
HOUSING SUCCESSOR AGENCY	25,284	231,540	0	231,540	256,824
REDEVELOPMENT SUCCESSOR AGENCY					
Redevelopment (Previously Debt Service)	901,466	0	0	0	901,466
Successor Agency	248,806	2,550,121	0	2,550,121	2,798,927
TOTAL REDEVELOPMENT SUCCESSOR AGENC	1,150,272	2,550,121	0	2,550,121	3,700,393
SURPLUS PROPERTY AUTHORITY	4,053,101	47,056	0	47,056	4,100,157
GRAND TOTAL	35,426,626	49,344,699	5,461,668	54,806,367	90,232,992

CITY OF PORT HUENEME
SUMMARY OF FUND BALANCES, SOURCES AND USES BY FUND
FY 2018-19 BUDGET

FUNDS	Projected Salaries & Benefits	Projected Operating Charges	Projected Capital Expenditures	Projected Transfers Out	Projected Total Appropriations BUDGET	Projected Unreserved Fund Balance/ Retained Earnings July 1, 2019
GENERAL FUND	11,487,611	2,857,701	735,324	2,064,615	17,145,251	996,244
SPECIAL REVENUES FUNDS:						
COMMUNITY DEVELOPMENT:						
Neighborhood Preservation	70,652	137,800	0	9,681	218,134	1,282,619
Community Development Block Grants (CDBG)	0	80,000	0	0	80,000	0
SUB TOTAL COMMUNITY DEVELOPMENT	70,652	217,800	0	9,681	298,133	1,282,619
PUBLIC SAFETY:						
State COPS Grant	0		0	100,000	100,000	0
Traffic Safety	0		0	8,400	8,400	0
SUB TOTAL PUBLIC SAFETY	0	0	0	108,400	108,400	0
RECREATION & COMMUNITY SERVICES:						
Senior Nutrition Grant	0	1,500	0	18,600	20,100	0
SUB TOTAL RECREATION & COMM SVCS	0	1,500	0	18,600	20,100	0
PUBLIC WORKS:						
Transportation Development Act (TDA)	0	37,339	36,000	0	73,339	162,811
Gas Tax	0	220,000	300,000	23,935	543,935	809,924
Bike Path (Article 3)	0	10,000	0	0	10,000	30,932
	0	0	0	0	0	0
SUB TOTAL PUBLIC WORKS	0	267,339	336,000	23,935	627,274	1,003,667
STORMWATER PROGRAM:	0	44,529	0	53,094	97,623	0
TOTAL SPECIAL REVENUE FUND	70,652	531,168	336,000	213,710	1,151,530	2,286,286
ENTERPRISE FUNDS						
Water Operations	889,344	5,805,550	9,004,896	553,579	16,253,370	9,673,113
Water Plant Operations	351,783	582,001	0	234,925	1,168,708	(0)
Wastewater Operations	757,742	1,926,501	74,664	425,834	3,184,741	8,197,487
Solid Waste Operations	1,196,088	1,486,738	0	1,285,347	3,968,174	9,065,013
TOTAL ENTERPRISE FUNDS	3,194,957	9,800,790	9,079,560	2,499,685	24,574,993	26,935,612
ASSESSMENT DISTRICTS FUNDS						
Drainage	0	142,619	0	42,430	185,049	236,831
Street Lights	0	113,233	0	9,278	122,511	4,623
Median	0	9,980	0	387,224	397,204	(415,121)
TOTAL ASSESSMENT DISTRICTS	0	265,832	0	438,932	704,764	(173,667)
INTERNAL SERVICE FUNDS						
Risk Administration	0	1,830,525	0	0	1,830,525	(0)
Fleet Maintenance	170,688	516,900	0	19,394	706,982	(0)
TOTAL INTERNAL SERVICE FUNDS	170,688	2,347,425	0	19,394	2,537,507	(1)
DEBT SERVICE FUNDS						
1992A COP	0	497,900	0	0	497,900	0
Pension Obligation Bonds	0	550,000	0	0	550,000	0
TOTAL DEBT SERVICE FUNDS	0	1,047,900	0	0	1,047,900	0
TOTAL CITY FUNDS	14,923,909	16,850,816	10,150,884	5,236,336	47,161,946	30,044,475
HOUSING AUTHORITY						
Conventional	280,165	343,932	0	35,752	659,849	1,103,392
Section 8 Vouchers	223,242	2,824,844	0	57,482	3,105,568	100,388
Modernization Grant	0	0	0	0	0	0
TOTAL HOUSING AUTHORITY	503,407	3,168,776	0	93,234	3,765,417	1,203,780
HOUSING SUCCESSOR AGENCY	0	86,520	0	121,706	208,226	48,598
REDEVELOPMENT AGENCY						
20% Setaside	0	0	0	0	0	901,466
Debt Service	43,047	2,363,121	0	10,392	2,416,560	382,367
Successor Agency	43,047	2,363,121	0	10,392	2,416,560	1,283,833
SURPLUS PROPERTY AUTHORITY	0	233,589	80,000	0	313,589	3,786,568
GRAND TOTAL	15,470,363	22,702,822	10,230,884	5,461,668	53,865,738	36,367,254



Projected Fund Balance Summary Schedule FY 2017-18

	General Fund	Enterprise Funds	Special Revenue Funds	Special Assess. Districts	Internal Service Funds	Debt Service Funds	Total City Funds
Projected Unreserved Fund Balance 7/1/17	2,906,795	24,405,985	1,430,486	(173,667)	-	-	28,569,599
Projected Revenues	13,482,262	17,916,409	2,209,925	704,764	-	530,000	34,843,360
Projected Transfers In	2,290,927	40,000	94,506	-	2,492,068	488,700	5,406,201
Total City Revenues	15,773,189	17,956,409	2,304,431	704,764	2,492,068	1,018,700	40,249,561
Total Available Funds	18,679,984	42,362,394	3,734,917	531,097	2,492,068	1,018,700	68,819,160
Projected Salaries/Benefits	11,217,540	3,166,094	66,293	0	147,511	0	14,597,438
Projected Operating Charges	3,140,314	10,054,678	508,256	265,832	2,325,543	1,018,700	17,313,323
Projected Capital Expenditures	337,600	1,495,600	748,000	0	0	0	2,581,200
Projected Transfers Out	2,027,434	2,482,646	213,577	438,932	19,014	0	5,181,603
Total City Expenditures	16,722,888	17,199,018	1,536,126	704,764	2,492,068	1,018,700	39,673,564
Net Change in Revenues/Expenditures	(949,699)	757,391	768,305	0	0	0	575,997
Projected Unreserved Available Fund Balance 6/30/18	1,957,096	25,163,376	2,198,791	(173,667)	0	0	29,145,596
Percentage Change in Available Fund Balance	-32.7%	3.1%	53.7%	0.0%	NA	NA	2.0%



Projected Fund Balance Summary Schedule FY 2018-19

	General Fund	Enterprise Funds	Special Revenue Funds	Special Assess. Districts	Internal Service Funds	Debt Service Funds	Total City Funds
Projected Unreserved Fund Balance 7/1/18	1,957,096	25,163,376	2,198,791	(173,667)	-	-	29,145,596
Projected Revenues	13,893,472	26,307,230	1,143,691	704,764	-	550,000	42,599,157
Projected Transfers In	2,290,927	40,000	95,334	-	2,537,507	497,900	5,461,668
Total City Revenues	16,184,399	26,347,230	1,239,025	704,764	2,537,507	1,047,900	48,060,825
Total Available Funds	18,141,495	51,510,606	3,437,816	531,097	2,537,507	1,047,900	77,206,421
Projected Salaries/Benefits	11,487,611	3,194,957	70,652	0	170,688	0	14,923,908
Projected Operating Charges	2,857,701	9,800,790	531,168	265,832	2,347,425	1,047,900	16,850,816
Projected Capital Expenditures	735,324	9,079,560	336,000	0	0	0	10,150,884
Projected Transfers Out	2,064,615	2,499,685	213,710	438,932	19,394	0	5,236,336
Total City Expenditures	17,145,251	24,574,992	1,151,530	704,764	2,537,507	1,047,900	47,161,944
Net Change in Revenues/Expenditures	(960,852)	1,772,238	87,495	0	0	0	898,881
Projected Unreserved Available Fund Balance 6/30/19	996,244	26,935,612	2,286,286	(173,667)	0	0	30,044,475
Percentage Change in Available Fund Balance	-49.1%	7.0%	4.0%	0.0%	NA	NA	3.1%



Revenues and Transfers from Other Funds

GENERAL FUND	Actual	Projected	Proposed	Proposed
Description	2015-16	2016-17	2017-18	2018-19
Revenues				
Taxes				
Current Secured	1,345,889	1,353,340	1,375,000	1,402,500
Unsecured Current Year	32,030	38,118	33,700	34,374
Unsecured Prior Year	27	-	1,000	1,020
Interest/Penalties	810	2,052	500	510
Supplemental Taxes	40,452	20,690	28,100	28,662
HOPTR Taxes	12,393	11,000	10,000	10,200
Residual Revenue	557,588	500,000	525,000	525,000
Transactions and Use Tax	797,677	805,000	950,000	1,000,000
Sales Tax	811,241	835,000	890,000	915,000
Prop Tax In-Lieu Sales Tax (ERAF)	82,419	-	-	-
Motel Tax	507,763	485,396	500,000	500,000
1% of 2% Tourism VCWTBID	1,037	1,000	1,000	1,005
Housing Authority In-Lieu Tax	2,436	3,300	3,300	3,317
Property Transfer Tax	65,919	62,400	62,400	62,712
PSAF Prop 172 Tax	211,807	195,500	195,900	196,880
Utility Users Tax	1,109,184	1,036,882	1,042,066	1,047,276
Port	916	4,546	4,600	4,623
Prop Tax In-Lieu VLF (ERAF)	1,787,398	1,857,560	1,857,560	1,866,848
Motor Vehicle In-Lieu	9,187	12,204	12,300	12,362
Subtotal	7,376,173	7,223,988	7,492,426	7,612,289
Franchises				
So. California Gas	29,831	30,000	30,600	30,753
So. California Edison	141,626	140,000	142,800	143,514
Cable	205,650	122,689	122,700	123,314
Mobile Telepony Surcharge	2,249	1,691	1,700	1,709
Subtotal	379,356	294,380	297,800	299,290
Licenses & Permits				
Business License	263,598	400,000	591,000	592,955
Port	1,050	2,000	2,000	2,010
Naval Base	30,392	14,760	20,100	20,201
SB-1186 Fees	934	1,600	1,600	1,608
Building Permits	120,144	117,298	110,000	110,550
Plumbing Permits	15,168	20,248	17,000	17,085
Electrical Permits	25,064	15,000	20,000	20,100
Mechanical Permits	9,427	10,000	10,000	10,050
Miscellaneous Permits	30,678	33,274	25,000	25,125
Subtotal	496,455	614,180	796,700	799,684
Fees				
Parking Citations	54,968	50,000	53,000	53,265
Traffic/Court Fees	313,826	341,000	346,700	348,434
Return Check Fee	200	220	200	201
Late Rent Fee	600	75	200	201
VCAS Admin Citation	1,050	9,758	5,000	5,025
Zoning/Planning Fees	9,385	10,022	12,000	12,060
Engineering Fees	27,428	1,000	20,000	20,100
Cannibis Revenue	-	-	375,000	750,000
Cost Rec-Parking/Code Enf.	16,243	24,660	16,000	16,080
Cost Rec-Public Nuisance	262	-	-	-
Subtotal	423,962	436,735	828,100	1,205,366



Revenues and Transfers from Other Funds

GENERAL FUND Description	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Revenues				
Public Safety				
Street and Curb Repair	33,808	72,496	30,000	30,150
Police Services	27,637	20,000	20,400	20,502
Hueneme School/Xing Guards	33,003	25,000	25,100	25,226
Subtotal	94,448	117,496	75,500	75,878
Rental Income				
Community Center	58,352	50,000	50,100	50,351
Marine Supply	146,646	147,000	147,300	148,037
Pac Foundries	48,000	48,000	48,100	48,341
Beach/Pier Concession	30,770	26,927	26,400	26,532
PH Little League Maint	2,900	5,600	3,800	3,819
Jane Drive Units	24,360	24,360	61,000	61,000
Hideaway Units	149,475	150,000	150,300	150,600
209 S. Ventura Road	16,006	16,800	16,800	16,800
Subtotal	476,509	468,687	503,800	505,480
Interest Income				
Water Fund Prom Note #7	13,501	13,158	11,035	10,846
Water Fund Prom Note #8	11,813	11,514	9,655	9,490
Water Fund Prom Note #9	5,786	5,639	4,729	4,648
Water Fund Prom Note #03-01	439,341	428,190	359,084	352,952
Water Fund Prom Note #06-01	260,266	253,593	222,039	216,966
PHWA NAWS Prom Note #3B	45,579	44,000	42,724	42,800
SPA Note #15-01	284,112	267,270	267,270	267,800
Investments	4,337	3,295	2,800	2,800
Fund Interest	66,816	21,806	50,100	50,200
Enterprise Fund Interest-CARE	111,445	45,000	45,000	45,000
Enterprise Admin-CARE	-	17,500	17,500	17,500
Subtotal	1,242,996	1,110,965	1,031,936	1,021,002
District Revenue				
MOU 1983 Agreement	515,979	524,600	540,600	543,303
MOU 1987 Agreement	747,698	555,341	726,800	730,434
MOU 1995 Agreement	396,696	461,305	329,100	330,746
Subtotal	1,660,373	1,541,246	1,596,500	1,604,483
Beach Revenue				
Beach Parking Machine	390,821	401,860	390,000	400,000
Grants & Reimbursements				
Post Reimbursement	1,321	-	-	-
Article 4	56,076	-	-	-
SB90 Reimbursement	35,422	22,165	40,000	40,000
Cummunity Benefit Fund	-	-	200,000	100,000
Workers Comp Contra Revenue	19,454	84,416	20,000	20,000
CDBG Grant	98,578	75,006	80,000	80,400
Subtotal	210,851	181,587	340,000	240,400



Revenues and Transfers from Other Funds

GENERAL FUND	Actual	Projected	Proposed	Proposed
Description	2015-16	2016-17	2017-18	2018-19
Revenues				
Parks & Recreation				
Moranda Park	3,688	3,604	1,500	1,500
Community Center	5,501	2,200	2,200	2,200
Jr. Lifeguard	50,270	27,714	38,800	38,900
Beach Festival	26,376	-	-	-
Parks & Recreation Program Income	839	-	-	-
Subtotal	86,674	33,518	42,500	42,600
Miscellaneous				
Misc. Refunds and Claims	49,747	577,233	2,000	2,000
Salvage Sales	19,227	-	10,000	10,000
Miscellaneous Revenues	56,719	26,000	75,000	75,000
Subtotal	125,693	603,233	87,000	87,000
Total Revenues	12,964,311	13,027,875	13,482,262	13,893,472
Transfers In				
Traffic Safety	8,908	3,800	8,400	8,400
Senior Nutrition Grant	19,194	15,000	18,600	18,600
Solid Waste Infrastructure	200,000	200,000	300,000	300,000
COPS Grant	116,402	65,188	100,000	100,000
Cost Allocation Revenues - Other Funds				
Gas Tax	23,339	11,968	23,935	23,935
Neighborhood Preservation	2,395	1,733	2,888	2,888
Water Operations	449,058	476,746	476,746	476,746
Water Plant Operations	203,458	206,878	206,878	206,878
Wastewater Operations	239,945	243,161	243,161	243,161
Stormwater Program	12,938	13,094	13,094	13,094
Solid Waste Operations	259,182	271,155	271,155	271,155
Drainage Assessment	42,239	42,430	42,430	42,430
Lighting Assessment	-	9,278	9,278	9,278
Median Assessment	164,079	387,224	387,224	387,224
Housing Successor Agency	106,865	107,790	107,790	107,790
COPH as Successor Agency	99,457	6,994	6,994	6,994
Surplus Property Authority	34,164	-	-	-
Housing Authority Conventional	36,258	36,258	22,655	22,655
Housing Authority Section 8 Voucher	60,823	60,823	49,699	49,699
Prior Year Revenues/Reimb	-	164,582	-	-
Budget Carry Over	-	235,000	-	-
Subtotal Transfers In	2,078,704	2,559,102	2,290,927	2,290,927
Total General Fund	15,043,015	15,586,977	15,773,189	16,184,399



Revenues and Transfers from Other Funds

SPECIAL REVENUE FUNDS Description	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Revenues				
Neighborhood Preservation				
Housing In-Lieu Fees	-	-	925,000	-
Loan Payoff Interest	5,023	-	5,000	5,000
Fund Interest	4,063	3,000	500	500
Miscellaneous Revenues	12,302	979	1,000	1,000
Loan Payoff Revenue	6,200	-	-	-
Total Neighborhood Preservation	27,588	3,979	931,500	6,500
Community Development Block Grants (CDBG)				
Urban County CDBG	98,578	80,000	80,000	80,000
Total CDBG Grant	98,578	80,000	80,000	80,000
Citizens Option Public Safety (COPS)				
COPS Grant Fund	116,402	100,000	100,000	100,000
Total COPS Grant	116,402	100,000	100,000	100,000
Traffic Safety				
Traffic Safety Fund	10,469	10,000	8,400	8,400
Total Traffic Safety	10,469	10,000	8,400	8,400
Senior Nutrition Grant				
Senior Nutrition Grant	15,962	15,000	18,600	18,600
Senior Nutrition Prog Income	2,156	1,500	1,500	1,500
Total Senior Nutrition Grant	18,118	16,500	20,100	20,100
Transportation Development Act (TDA)				
TDA Article 4	56,158	79,924	90,300	47,339
Fund Balance			46,000	26,000
Total TDA	56,158	79,924	136,300	73,339
Gas Tax				
Fund Interest	1,751	1,000	1,002	1,006
2103 Apportionment	104,178	50,000	80,956	107,641
2105 Apportionment	127,598	110,000	178,104	236,811
2106 Apportionment	85,394	76,000	123,054	163,616
2107 Apportionment	155,852	150,000	242,869	322,924
2107.5 Apportionment	5,000	5,000	8,096	10,764
Total Gas Tax	479,773	392,000	634,081	842,763
Special Bike Path (Article 3)				
Fund Interest	484	250	300	300
Article 3 Grant Revenue	10,798	12,330	10,000	10,000
Total Bike Path (Article 3)	11,282	12,580	10,300	10,300
Federal STP Grant				
Federal STP Grant	-	-	200,000	-
Total Federal STP Grant	-	-	200,000	-



Revenues and Transfers from Other Funds

SPECIAL REVENUE FUNDS	Actual	Projected	Proposed	Proposed
Description	2015-16	2016-17	2017-18	2018-19
Revenues				
Stormwater Program				
Stormwater Program Revenue	2,027	2,200	2,244	2,289
Transfer In - General Fund	160,040	93,694	94,506	95,334
RDA Successor Agency	-	-	28,000	-
Budget Carry Over	-	-	59,000	-
Total Stormwater Program	162,067	95,894	183,750	97,623
Total Special Revenues	980,435	790,877	2,304,431	1,239,025
ENTERPRISE FUNDS				
Description	Actual	Projected	Proposed	Proposed
2015-16	2016-17	2017-18	2018-19	2018-19
Revenues				
Water Operations				
Delinquent Fees	115,946	124,500	123,879	126,357
COPH Services	3,817	3,900	-	-
Single Unit Residential	1,376,846	1,357,804	1,453,500	1,482,570
Multi-Unit Residential	579,579	621,837	708,288	722,454
Commercial/Irrigation	943,047	887,491	1,096,500	1,118,430
COPH Fixed Charges	(102)	-	183,600	187,272
Fixed Single Unit Residen	2,302,817	2,305,240	2,361,300	2,408,526
Fixed Multi-unit Resident	1,129,493	1,133,000	1,155,660	1,178,773
Fixed Commercial/Irrigati	920,866	877,700	816,000	832,320
Interest	-	-	-	-
Misc Refunds & Claims	759,285	-	-	-
Miscellaneous Revenues	13,811	8,800	15,300	15,606
Structure/Improv Reserves	-	-	949,200	9,004,896
Total Water Operations	8,145,405	7,320,272	8,863,227	17,077,204
Water Plant Operations				
Port Hueneme Water Agency	(370)	-	-	-
Fund Interest	938,422	805,554	1,149,850	1,168,708
Total Water Plant Operations	938,052	805,554	1,149,850	1,168,708
Wastewater Operations				
Delinquent Fees	37,005	43,100	40,800	41,616
COPH Services	3,555,782	3,558,000	3,529,608	3,600,200
US Navy Commercial Services	29,320	34,000	-	-
CIBCSD Wheeling Agreement	62,649	26,218	51,000	52,020
Connection Fees/Hideaway Units	3,183	3,933	3,264	3,329
Refuse PN# 06-02	4,737	-	-	-
Misc Revenue	763	3,617	4,000	4,000
Salvage Sales/Misc Revenue	-	17,490	-	-
Transfer In - Storrowater Program	39,399	40,000	40,000	40,000
Retained Earnings/Reserves	-	487,722	-	-
Total Wastewater Operations	3,732,837	4,214,080	3,668,672	3,741,165



Revenues and Transfers from Other Funds

ENTERPRISE FUNDS	Actual	Projected	Proposed	Proposed
Description	2015-16	2016-17	2017-18	2018-19
Revenues				
Solid Waste Operations				
Delinquent Fees	37,539	56,017	30,600	31,212
COPH Services	1,567,675	1,433,000	1,436,160	1,464,883
Rental Bins	42,197	39,744	30,600	31,212
Rental Bin Tonnage	10,893	11,898	81,600	83,232
US Navy - Commercial Services	919,605	1,085,400	1,135,000	1,157,700
US Navy - Residential Services	230,468	253,515	239,700	244,494
COPH Commercial Revenue	1,134,923	1,246,000	1,224,000	1,248,480
Curbside Recycling Revenue	4,477			
Gain on Sale of Asset	4,477	3,715		
Miscellaneous Revenue	89,055	95,483	97,000	98,940
Vehicle Reserves		936,000		
Total Solid Waste Operations	4,041,309	5,160,772	4,274,660	4,360,153
Total Enterprise Funds	16,857,603	17,500,678	17,956,409	26,347,230
ASSESSMENT DISTRICT FUNDS	Actual	Projected	Proposed	Proposed
Description	2015-16	2016-17	2017-18	2018-19
Revenues				
Drainage Assessment District				
Assessment Revenues	182,838	185,000	185,049	185,049
Street Lighting Assessment District				
Assessment Revenues	120,538	123,000	122,511	122,511
Transfer In - General Fund		118,761		
Median Assessment District				
Assessment Revenues	176,488	179,000	397,204	397,204
Transfer In - General Fund		120,795		
Total Assessment Districts	479,864	726,556	704,764	704,764
INTERNAL SERVICE FUNDS	Actual	Projected	Proposed	Proposed
Description	2015-16	2016-17	2017-18	2018-19
Revenues				
Risk Administration Service Fund				
Transfer In - Allocation Revenues	1,373,223	1,490,165	1,794,629	1,830,525
Total Risk Admin ISF	1,373,223	1,490,165	1,794,629	1,830,525
Fleet Maintenance Service Fund				
Transfer In - Allocation Revenues	756,710	740,709	697,439	706,982
Total Fleet Maint ISF	756,710	740,709	697,439	706,982
Total Internal Service Funds	2,129,933	2,230,874	2,492,068	2,537,507



Revenues and Transfers from Other Funds

DEBT SERVICE FUNDS	Actual	Projected	Proposed	Proposed
Description	2015-16	2016-17	2017-18	2018-19
Revenues				
Certificates of Participation (1992A COP)				
Transfer In - General Fund	489,810	490,104	488,700	497,900
Total 1992A COP	489,810	490,104	488,700	497,900
Pension Obligation Bonds				
Transfer In - General Fund	2,500	518,702	530,000	550,000
Total Pension Obligation Bonds	2,500	518,702	530,000	550,000
Total Debt Service	492,310	1,008,806	1,018,700	1,047,900
CITY GRAND TOTAL	35,983,160	37,844,768	40,249,561	48,060,825



Revenues and Transfers from Other Funds

HOUSING AUTHORITY	Actual	Projected	Proposed	Proposed
Description	2015-16	2016-17	2017-18	2018-19
Revenues				
Conventional Program				
Late Rent Fees	940	500	500	500
Rental Income	421,759	447,000	449,125	449,125
Cell Site Revenues	119,496	129,024	139,895	146,829
Investments	1,071	1,800	2,000	2,200
Operating Subsidy	-	183,973	187,652	190,000
Miscellaneous Revenues	6,595	4,200	4,200	4,284
Management Fee Revenue	-	-	35,823	36,367
Tenant Miscellaneous Revenues	2,310	700	1,000	1,020
Modernization Grants	41,400	238,932	-	-
Total Conventional Revenues	593,570	1,006,129	820,195	830,325
Section 8 Voucher Program				
Investments	652	1,050	500	500
Administration Fee	309,572	297,000	283,470	285,000
HAP's Revenue	2,653,935	2,777,827	2,778,000	2,800,000
Tenant Fraud Recoveries	1,306	1,750	1,000	1,000
Total Section 8 Revenues	2,965,465	3,077,627	3,062,970	3,086,500
Modernization Grant Revenue				
Modernization Grant Revenues	50,363	238,932	28,402	-
Total Mod Grant Revenues	50,363	238,932	28,402	-
Total Housing Authority	3,609,398	4,322,688	3,911,567	3,916,825
HOUSING SUCCESSOR AGENCY				
Description	Actual	Projected	Proposed	Proposed
2015-16	2016-17	2017-18	2018-19	
Revenues				
Housing Successory Agency				
Late Rent Fees	225	-	-	-
Rental Income	230,214	234,620	231,540	231,540
Loan Payoff Interest	7,516	5,000	-	-
Fund Interest	700	1,000	-	-
Misc Revenue	350	500	-	-
Loan Payoff Revenue	14,627	-	-	-
Total Housing Successor Agency	253,632	241,120	231,540	231,540



Revenues and Transfers from Other Funds

REDEVELOPMENT SUCCESSOR AGENCY	Actual	Projected	Proposed	Proposed
Description	2015-16	2016-17	2017-18	2018-19
Revenues				
Redevelopment Agency (Previously CC Debt Service Fund)				
ROPS Revenue	2,482,673	2,552,979	2,664,854	2,550,121
Extraordinary Gain/Loss	2,528,147	-	-	-
Investment Interest	2,103	-	-	-
Fiscal Agent Interest	14,796	-	-	-
Total Revenues	5,027,719	2,552,979	2,664,854	2,550,121
Total Redevelopment Successor Agency	5,027,719	2,552,979	2,664,854	2,550,121
SURPLUS PROPERTY AUTHORITY				
Description	Actual	Projected	Proposed	Proposed
2015-16	2016-17	2017-18	2018-19	2018-19
Revenues				
Surplus Property Authority				
Rental Income	74,200	-	-	-
Interest	33,679	64,618	64,618	47,056
Extraordinary Gain/Loss	(4,243,084)	-	-	-
Total Surplus Property Authority	(4,135,205)	64,618	64,618	47,056
GRAND TOTAL (ALL ENTITIES)	40,738,704	45,026,173	47,122,140	54,806,367



Summary of Expenditures by Fund and Fiscal Year

GENERAL FUND	Actual	Projected	Proposed	Proposed
Description	2015-16	2016-17	2017-18	2018-19
Administration				
City Council	192,169	123,407	116,550	117,892
City Manager/City Attorney	723,512	692,953	828,842	627,654
Human Resources/City Clerk	653,717	575,272	638,789	664,888
Administration Total	1,569,398	1,391,632	1,584,181	1,410,434
General Government				
General Government	1,784,792	3,235,968	1,791,948	1,753,892
Finance				
Finance	979,930	824,209	1,085,518	1,084,362
Community Development				
Community Development Admin	469,455	330,304	431,747	441,872
Building And Safety	160,178	119,246	298,170	296,478
Code Enforcement	345,863	260,152	419,413	428,436
Parking Enforcement	290,696	258,794	340,661	343,982
Community Development Total	1,266,192	968,496	1,489,990	1,510,768
Police				
Police Admin	450,799	615,576	866,394	892,063
Patrol/Investigations	5,728,968	5,416,861	5,370,492	5,480,813
Police Support	1,008,628	854,824	896,265	914,896
Crossing Guards	61,524	54,959	53,663	54,333
Reserves Program	25,081	11,484	30,037	23,621
Police Total	7,275,000	6,953,704	7,216,851	7,365,726
Recreation & Community Services				
Recreation Administration	25,110	10,468	80,741	80,288
Community Center	304,520	253,882	206,730	188,134
Parks and Facilities	29,817	24,622	43,200	123,864
Culture and Leisure	108,736	5,009	5,400	5,400
Lifeguards	312,029	284,311	294,656	343,931
Recreation & Community Svcs Total	783,583	578,293	630,726	741,617
Landscape Maintenance	1,066,114	761,569	999,779	1,099,376
Public Works				
Facilities Maintenance	728,831	663,924	957,546	1,233,629
Engineering	330,957	414,984	404,685	451,363
Streets	494,850	461,280	602,726	517,195
Public Works Total	1,554,639	1,540,188	1,964,957	2,202,187
Total General Fund	16,279,648	16,254,058	16,763,950	17,168,362



Summary of Expenditures by Fund and Fiscal Year

SPECIAL REVENUE FUNDS				
Description	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Neighborhood Preservation	97,281	104,082	203,641	218,133
CDBG Grant	98,578	80,000	80,000	80,000
State COPS Grant	116,402	100,000	100,000	100,000
Traffic Safety	12,001	10,000	8,400	8,400
Senior Nutrition Grant	18,130	16,500	20,100	20,100
Transportation Development Act	89,814	4,924	136,300	73,339
Gas Tax	588,707	384,668	593,935	543,935
Bike Path (Article 3)	100,777	12,104	10,000	10,000
Federal STP Grant	0	0	200,000	0
Stormwater Program	75,067	95,894	183,750	97,623
Total Special Revenues	1,196,756	808,172	1,536,126	1,151,529
ENTERPRISE FUNDS				
Description	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Water Operations	6,587,541	5,862,514	8,064,998	16,253,369
Water Plant Operations	938,053	805,554	1,149,850	1,168,708
Wastewater Operations	3,227,819	3,183,401	3,976,103	3,184,741
Solid Waste Operations	3,540,262	4,122,182	4,136,089	4,040,827
Total Enterprise Funds	14,293,674	13,973,651	17,327,039	24,647,645
ASSESSMENT DISTRICT FUNDS				
Description	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Drainage Assessment	42,285	369,212	185,049	185,049
Street Lighting Assessment	163,457	156,178	122,511	122,511
Median Assessment District	397,800	492,824	397,204	397,204
Total Assessment Districts	603,543	1,018,214	704,764	704,764
INTERNAL SERVICE FUNDS				
Description	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Risk Administration Services	1,373,223	1,519,968	1,794,629	1,830,525
Fleet Maintenance Services	756,710	740,709	697,439	706,982
Total Internal Service Funds	2,129,932	2,260,678	2,492,068	2,537,507
DEBT SERVICE FUNDS				
Description	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Certificates of Participation (1992A COP)	489,810	490,104	488,700	497,900
Pension Obligation Bonds	2,500	518,702	530,000	550,000
Total Debt Service	492,310	1,008,806	1,018,700	1,047,900
CITY GRAND TOTAL	34,995,864	35,323,578	39,842,648	47,257,709



Summary of Expenditures by Fund and Fiscal Year

HOUSING AUTHORITY	Actual	Projected	Proposed	Proposed
Description	2015-16	2016-17	2017-18	2018-19
Conventional Program	804,440	627,410	831,794	659,849
Section 8 Voucher Program	2,970,532	3,118,419	3,060,713	3,105,568
Modernization Grants	50,363	238,932	28,402	0
Housing Authority Total	3,825,335	3,984,761	3,920,909	3,765,417

HOUSING SUCCESSOR AGENCY	Actual	Projected	Proposed	Proposed
Description	2015-16	2016-17	2017-18	2018-19
Housing Successor Agency	294,084	447,661	206,256	208,226
Total Housing Successor Agency	294,084	447,661	206,256	208,226

REDEVELOPMENT SUCCESSOR AGENCY	Actual	Projected	Proposed	Proposed
Description	2015-16	2016-17	2017-18	2018-19
Redev Agency (Previously CC Debt Svc)	27,843	0	88,000	0
Redevelopment Successor Agency	813,912	2,481,969	2,416,048	2,416,560
Total Redevelopment Successor Agency	841,754	2,481,969	2,504,048	2,416,560

SURPLUS PROPERTY AUTHORITY	Actual	Projected	Proposed	Proposed
Description	2015-16	2016-17	2017-18	2018-19
Surplus Property Authority	385,696	286,271	250,430	313,589
Total Surplus Property Authority	385,696	286,271	250,430	313,589

GRAND TOTAL	40,342,734	42,524,241	46,724,290	53,961,499
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Summary of Expenditures by Fund and Division FY 2017-18

GENERAL FUND	Salaries &					
Description	Benefits	Operations	Capital	Total	% City	% GF
Administration						
City Council	67,847	48,703	0	116,550	0.29%	0.70%
City Manager/City Attorney	296,764	532,078	0	828,842	2.09%	4.96%
Human Resources/City Clerk	483,378	155,411	0	638,789	1.61%	3.82%
Administration Total	847,989	736,192	0	1,584,181	3.99%	9.47%
General Government						
General Government	260,404	1,497,344	34,200	1,791,948	4.52%	10.72%
Finance Department						
	867,148	218,370	0	1,085,518	2.74%	6.49%
Community Development						
Community Development Admin.	317,218	114,529	0	431,747	1.09%	2.58%
Building And Safety	125,903	172,267	0	298,170	0.75%	1.78%
Code Enforcement	201,183	218,230	0	419,413	1.06%	2.51%
Parking Enforcement	240,034	100,627	0	340,661	0.86%	2.04%
Community Development Total	884,337	605,653	0	1,489,990	3.76%	8.91%
Police						
Police Admin	656,634	180,260	29,500	866,394	2.18%	5.18%
Patrol/Investigations	4,594,558	725,934	50,000	5,370,492	13.54%	32.11%
Police Support	828,694	67,571	0	896,265	2.26%	5.36%
Crossing Guards	0	53,663	0	53,663	0.14%	0.32%
Reserve Program	13,730	16,307	0	30,037	0.08%	0.18%
Police Total	6,093,616	1,043,735	79,500	7,216,851	18.19%	43.16%
Recreation & Community Svcs						
Recreation Administration	68,758	11,983	0	80,741	0.20%	0.48%
Community Center	140,530	66,200	0	206,730	0.52%	1.24%
Parks and Facilities	0	33,200	10,000	43,200	0.11%	0.26%
Culture and Leisure	0	5,400	0	5,400	0.01%	0.03%
Lifeguards/Jr. Lifeguards	207,853	86,803	0	294,656	0.74%	1.76%
Recreation & Comm Svcs. Total	417,140	203,586	10,000	630,726	1.59%	3.77%
Landscape Maintenance						
	620,167	379,612	0	999,779	2.52%	5.98%
Public Works						
Facilities Maintenance	488,772	236,082	213,900	938,754	2.37%	5.61%
Engineering	360,541	118,802	0	479,343	1.21%	2.87%
Streets	377,425	128,372	0	505,797	1.27%	3.02%
Public Works Total	1,226,738	483,256	213,900	1,923,894	4.85%	11.50%
Total General Fund	11,217,540	5,167,748	337,600	16,722,888	42.15%	100.00%



Summary of Expenditures by Fund and Division FY 2017-18

SPECIAL REVENUE FUNDS					
Description	Salaries & Benefits	Operations	Capital	Total	% City
Neighborhood Preservation	66,293	137,348	0	203,641	0.51%
CDBG Grant	0	80,000	0	80,000	0.20%
State COPS Grant	0	100,000	0	100,000	0.25%
Traffic Safety	0	8,400	0	8,400	0.02%
Senior Nutrition Grant	0	20,100	0	20,100	0.05%
Transportation Development Act	0	25,300	111,000	136,300	0.34%
Gas Tax	0	243,935	350,000	593,935	1.50%
Bike Path (Article 3)	0	10,000	0	10,000	0.03%
Federal STP Grant	0	0	200,000	200,000	0.50%
Stormwater Program	0	96,750	87,000	183,750	0.46%
Total Special Revenues	66,293	721,833	748,000	1,536,126	3.87%
ENTERPRISE FUNDS					
Description	Salaries & Benefits	Operations	Capital	Total	% City
Water Operations	871,906	6,243,892	949,200	8,064,998	20.33%
Water Plant Operations	344,886	804,964	0	1,149,850	2.90%
Wastewater Operations	776,667	2,750,443	392,200	3,919,310	9.88%
Solid Waste Operations	1,172,636	2,738,025	154,200	4,064,861	10.25%
Total Enterprise Funds	3,166,094	12,537,324	1,495,600	17,199,018	43.35%
ASSESSMENT DISTRICT FUNDS					
Description	Salaries & Benefits	Operations	Capital	Total	% City
Drainage Assessment	0	185,049	0	185,049	0.47%
Street Lighting Assessment	0	122,511	0	122,511	0.31%
Median Assessment District	0	397,204	0	397,204	1.00%
Total Assessment Districts	0	704,764	0	704,764	1.78%
INTERNAL SERVICE FUNDS					
Description	Salaries & Benefits	Operations	Capital	Total	% City
Risk Administration Services	0	1,794,629	0	1,794,629	4.52%
Fleet Maintenance Services	147,511	549,928	0	697,439	1.76%
Total Internal Service Funds	147,511	2,344,557	0	2,492,068	6.28%
DEBT SERVICE FUNDS					
Description	Salaries & Benefits	Operations	Capital	Total	% City
Certificates of Participation (1992A)	0	488,700	0	488,700	1.23%
Pension Obligation Bonds	0	530,000	0	530,000	1.34%
Total Debt Service	0	1,018,700	0	1,018,700	2.57%
CITY GRAND TOTAL	14,597,437	22,494,926	2,581,200	39,673,564	100.00%



Summary of Expenditures by Fund and Division FY 2017-18

HOUSING AUTHORITY					
Description	Salaries & Benefits	Operations	Capital	Total	%Total
Conventional Program	289,601	403,661	155,500	848,762	21.25%
Section 8 Voucher Program	246,392	2,898,151	0	3,144,543	78.75%
Modernization Grants	0	0	0	0	0.00%
Total Housing Authority	535,993	3,301,812	155,500	3,993,305	100.00%

HOUSING SUCCESSOR AGENCY					
Description	Salaries & Benefits	Operations	Capital	Total	%Total
Housing Successor Agency	0	206,256	0	206,256	100.00%
Total Housing Successor Agency	0	206,256	0	206,256	100.00%

REDEVELOPMENT SUCCESSOR AGENCY					
Description	Salaries & Benefits	Operations	Capital	Total	%Total
Redev Agency (Prev CC Debt Svc)	0	28,000	60,000	88,000	3.51%
Redevelopment Successor Agency	41,843	2,374,206	0	2,416,048	96.49%
Total Redevelopment Successor Agency	41,843	2,402,206	60,000	2,504,048	100%

SURPLUS PROPERTY AUTHORITY					
Description	Salaries & Benefits	Operations	Capital	Total	%Total
Surplus Property Authority	0	250,430	0	250,430	100.00%
Total Surplus Property	0	250,430	0	250,430	100.00%

GRAND TOTAL	15,175,273	28,655,630	2,796,700	46,627,603	100.00%
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Summary of Expenditures by Fund and Division FY 2018-19

GENERAL FUND Description	Salaries & Benefits	Operations	Capital	Total	% City	% GF
Administration						
City Council	68,563	49,329	0	117,892	0.30%	0.69%
City Manager/City Attorney	305,190	322,464	0	627,654	1.58%	3.66%
Human Resources/City Clerk	519,760	145,128	0	664,888	1.68%	3.88%
Administration Total	893,514	516,921	0	1,410,434	3.56%	8.23%
General Government						
General Government	267,391	1,438,601	47,900	1,753,892	4.42%	10.23%
Finance Department						
	888,831	195,531	0	1,084,362	2.73%	6.32%
Community Development						
Community Development Admin.	325,148	116,724	0	441,872	1.11%	2.58%
Building And Safety	120,806	175,671	0	296,478	0.75%	1.73%
Code Enforcement	205,884	222,552	0	428,436	1.08%	2.50%
Parking Enforcement	241,956	102,026	0	343,982	0.87%	2.01%
Community Development Total	893,795	616,973	0	1,510,768	3.81%	8.81%
Police						
Police Admin	675,354	205,285	11,424	892,063	2.25%	5.20%
Patrol/Investigations	4,722,084	707,729	51,000	5,480,813	13.81%	31.97%
Police Support	846,089	68,807	0	914,896	2.31%	5.34%
Crossing Guards	0	54,333	0	54,333	0.14%	0.32%
Reserve Program	6,900	16,721	0	23,621	0.06%	0.14%
Police Total	6,250,427	1,052,875	62,424	7,365,726	18.57%	42.96%
Recreation & Community Svcs						
Recreation Administration	70,640	9,648	0	80,288	0.20%	0.47%
Community Center	121,551	66,583	0	188,134	0.47%	1.10%
Parks and Facilities	0	33,864	90,000	123,864	0.31%	0.72%
Culture and Leisure	0	5,400	0	5,400	0.01%	0.03%
Lifeguards/Jr. Lifeguards	213,290	90,641	40,000	343,931	0.87%	2.01%
Recreation & Comm Svcs. Total	405,481	206,136	130,000	741,617	1.87%	4.33%
Landscape Maintenance						
	632,570	386,806	0	1,019,376	2.57%	5.95%
Public Works						
Facilities Maintenance	500,991	218,376	495,000	1,214,367	3.06%	7.08%
Engineering	367,752	159,763	0	527,515	1.33%	3.08%
Streets	386,861	130,334	0	517,195	1.30%	3.02%
Public Works Total	1,255,604	508,473	495,000	2,259,077	5.69%	13.18%
Total General Fund	11,487,612	4,922,316	735,324	17,145,251	43.22%	100.00%



Summary of Expenditures by Fund and Division FY 2018-19

SPECIAL REVENUE FUNDS					
Description	Salaries & Benefits	Operations	Capital	Total	% City
Neighborhood Preservation	70,652	147,481	0	218,134	0.55%
CDBG Grant	0	80,000	0	80,000	0.20%
State COPS Grant	0	100,000	0	100,000	0.25%
Traffic Safety	0	8,400	0	8,400	0.02%
Senior Nutrition Grant	0	20,100	0	20,100	0.05%
Transportation Development Act	0	37,339	36,000	73,339	0.18%
Gas Tax	0	243,935	300,000	543,935	1.37%
Bike Path (Article 3)	0	10,000	0	10,000	0.03%
Federal STP Grant	0	0	0	0	0.00%
Stormwater Program	0	97,623	0	97,623	0.25%
Total Special Revenues	70,652	744,878	336,000	1,151,530	2.90%
ENTERPRISE FUNDS					
Description	Salaries & Benefits	Operations	Capital	Total	% City
Water Operations	889,344	6,359,129	9,004,896	16,253,369	40.97%
Water Plant Operations	351,783	816,926	0	1,168,707	2.95%
Wastewater Operations	757,742	2,352,335	74,664	3,184,741	8.03%
Solid Waste Operations	1,196,088	2,772,085	0	3,968,175	10.00%
Total Enterprise Funds	3,194,957	12,300,475	9,079,560	24,574,992	61.94%
ASSESSMENT DISTRICT FUNDS					
Description	Salaries & Benefits	Operations	Capital	Total	% City
Drainage Assessment	0	185,049	0	185,049	0.39%
Street Lighting Assessment	0	122,511	0	122,511	0.26%
Median Assessment District	0	397,204	0	397,204	0.84%
Total Assessment Districts	0	704,764	0	704,764	1.49%
INTERNAL SERVICE FUNDS					
Description	Salaries & Benefits	Operations	Capital	Total	% City
Risk Administration Services	0	1,830,525	0	1,830,525	3.88%
Fleet Maintenance Services	170,688	536,294	0	706,982	1.50%
Total Internal Service Funds	170,688	2,366,819	0	2,537,507	5.38%
DEBT SERVICE FUNDS					
Description	Salaries & Benefits	Operations	Capital	Total	% City
Certificates of Participation (1992A)	0	497,900	0	497,900	1.06%
Pension Obligation Bonds	0	550,000	0	550,000	1.17%
Total Debt Service	0	1,047,900	0	1,047,900	2.22%
CITY GRAND TOTAL	14,923,909	22,087,152	10,150,884	47,161,945	100.00%



Summary of Expenditures by Fund and Division FY 2018-19

HOUSING AUTHORITY					
Description	Salaries & Benefits	Operations	Capital	Total	%Total
Conventional Program	281,600	379,684	0	661,284	17.56%
Section 8 Voucher Program	223,242	2,882,326	0	3,105,568	82.44%
Modernization Grants	0	0	0	0	0.00%
Total Housing Authority	504,842	3,262,010	0	3,766,852	100.00%

HOUSING SUCCESSOR AGENCY					
Description	Salaries & Benefits	Operations	Capital	Total	%Total
Drainage Assessment					
Housing Successor Agency	0	208,226	0	208,226	100.00%
Total Housing Successor Agency	0	208,226	0	208,226	100.00%

REDEVELOPMENT SUCCESSOR AGENCY					
Description	Salaries & Benefits	Operations	Capital	Total	%Total
Redev Agency (Previously CC Debt Svc)	0	0	0	0	0.00%
Redevelopment Successor Agency	43,047	2,373,513	0	2,416,560	100.00%
Total Redevelopment Successor Agency	43,047	2,373,513	0	2,416,560	100%

SURPLUS PROPERTY AUTHORITY					
Description	Salaries & Benefits	Operations	Capital	Total	%Total
Surplus Property Authority	0	233,589	80,000	313,589	100.00%
Total Surplus Property	0	233,589	80,000	313,589	100.00%

GRAND TOTAL	15,471,799	28,164,490	10,230,884	53,867,172	100.00%
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Schedule of Operating Transfers In/Out FY 2017-18

Fund/Description	Operating Transfer In	Operating Transfer Out
General Fund		
Transfer In - Traffic Safety	8,400	
Transfer In - Senior Nutrition Grant	18,600	
Transfer In - Solid Waste Infrastructure Fee	300,000	
Transfer In - COPS Grant	100,000	
Cost Allocation Gas Tax	23,935	
Cost Allocation Neighborhood Preservation	2,888	
Cost Allocation Water Operations	476,746	
Cost Allocation Water Plant Operations	206,878	
Cost Allocation Wastewater Operations	243,161	
Cost Allocation Stormwater Program	13,094	
Cost Allocation Solid Waste Operations	271,155	
Cost Allocation Drainage Assessment	42,430	
Cost Allocation Lighting Assessment	9,278	
Cost Allocation Median Assessment	387,224	
Cost Allocation Housing Successor Agency	107,790	
Cost Allocation Housing Authority	72,354	
Cost Allocation Redevelopment Successor Agency	6,994	
Transfer Out - Internal Service Funds		1,444,228
Transfer Out - 1992A COP Fund		488,700
Transfer Out - Storm Drain Fund		94,506
Total General Fund Transfers In/Out	2,290,927	2,027,434
Neighborhood Preservation Fund		
Transfer Out - General Fund		2,888
Transfer Out - Internal Service Funds		6,660
COPS Grant		
Transfer Out - General Fund		100,000
Traffic Safety Fund		
Transfer Out - General Fund		8,400
Senior Nutrition Grant		
Transfer Out - General Fund		18,600
Gas Tax Fund		
Transfer Out - General Fund		23,935
Stormwater Program		
Transfer In - General Fund	94,506	
Transfer Out - General Fund		13,094
Transfer Out - Wastewater Operations		40,000
Water Operations Fund		
Transfer Out - General Fund		476,746
Transfer Out - Internal Service Funds		75,430
Water Plant Operations Fund		
Transfer Out - General Fund		206,878
Transfer Out - Internal Service Funds		27,497
Wastewater Operations Fund		
Transfer In - Stormdrain Program	40,000	
Transfer Out - General Fund		243,161
Transfer Out - Internal Service Funds		179,496



Schedule of Operating Transfers In/Out FY 2017-18

Fund/Description	Operating Transfer In	Operating Transfer Out
Solid Waste Operations Fund		
Transfer Out - General Fund		571,155
Transfer Out - Internal Service Funds		702,283
Drainage Assessment District		
Transfer Out - General Fund		42,430
Lighting Assessment District		
Transfer Out - General Fund		9,278
Median Assessment District		
Transfer In - General Fund		
Transfer Out - General Fund		387,224
Internal Service Funds		
Transfer In - General Fund	1,444,228	
Transfer In - Neighborhood Preservation	6,660	
Transfer In - Water Operations	75,430	
Transfer In - Water Plant	27,497	
Transfer In - Wastewater Operations	179,496	
Transfer In - Solid Waste Operations	702,283	
Transfer In - Housing Successor Agency	13,643	
Transfer In - Redevelopment Successor Agency	3,331	
Transfer In - Housing Authority	20,486	
Transfer In - Fleet ISF	19,014	
Transfer Out - Risk Administration ISF		19,014
Pension Obligation Bond		
Transfer In - General Fund		
Transfer Out - General Fund		
1992A COP Fund		
Transfer In - General Fund	488,700	
Total City Transfers In/Out	5,406,201	5,181,603
Housing Authority		
Transfer Out - General Fund		72,354
Transfer Out - Internal Service Funds		20,486
Total Housing Authority Transfers In/Out	0	92,840
Housing Successor Agency		
Transfer Out - General Fund		107,790
Transfer Out - Internal Service Funds		13,643
Total Housing Successor Agency Transfers In/Out	0	121,433
Redevelopment Successor Agency		
Transfer Out - General Fund		6,994
Transfer Out - Internal Service Funds		3,331
Total RDA Successor Agency Transfers In/Out	0	10,325
Grand Total Transfers In/Out	5,406,201	5,406,201



Schedule of Operating Transfers In/Out FY 2018-19

Fund/Description	Operating Transfer In	Operating Transfer Out
General Fund		
Transfer In - Traffic Safety	8,400	
Transfer In - Senior Nutrition Grant	18,600	
Transfer In - Solid Waste Infrastructure Fee	300,000	
Transfer In - COPS Grant	100,000	
Cost Allocation Gas Tax	23,935	
Cost Allocation Neighborhood Preservation	2,888	
Cost Allocation Water Operations	476,746	
Cost Allocation Water Plant Operations	206,878	
Cost Allocation Wastewater Operations	243,161	
Cost Allocation Stormwater Program	13,094	
Cost Allocation Solid Waste Operations	271,155	
Cost Allocation Drainage Assessment	42,430	
Cost Allocation Lighting Assessment	9,278	
Cost Allocation Median Assessment	387,224	
Cost Allocation Housing Successor Agency	107,790	
Cost Allocation Housing Authority	72,354	
Cost Allocation Redevelopment Successor Agency	6,994	
Transfer Out - Internal Service Funds		1,471,381
Transfer Out - 1992A COP Fund		497,900
Transfer Out - Storm Drain Fund		95,334
Total General Fund Transfers In/Out	2,290,927	2,064,615
Neighborhood Preservation Fund		
Transfer Out - General Fund		2,888
Transfer Out - Internal Service Funds		6,793
COPS Grant		
Transfer Out - General Fund		100,000
Traffic Safety Fund		
Transfer Out - General Fund		8,400
Senior Nutrition Grant		
Transfer Out - General Fund		18,600
Gas Tax Fund		
Transfer Out - General Fund		23,935
Stormwater Program		
Transfer In - General Fund	95,334	
Transfer Out - General Fund		13,094
Transfer Out - Wastewater Operations		40,000
Water Operations Fund		
Transfer Out - General Fund		476,746
Transfer Out - Internal Service Funds		76,833
Water Plant Operations Fund		
Transfer Out - General Fund		206,878
Transfer Out - Internal Service Funds		28,047
Wastewater Operations Fund		
Transfer In - Stormdrain Program	40,000	

Transfer Out - General Fund		243,161
Transfer Out - Internal Service Funds		182,673
Solid Waste Operations Fund		
Transfer Out - General Fund		571,155
Transfer Out - Internal Service Funds		714,192
Drainage Assessment District		
Transfer Out - General Fund		42,430
Lighting Assessment District		
Transfer Out - General Fund		9,278
Median Assessment District		
Transfer In - General Fund		
Transfer Out - General Fund		387,224
Internal Service Funds		
Transfer In - General Fund	1,471,381	
Transfer In - Neighborhood Preservation	6,793	
Transfer In - Water Operations	76,833	
Transfer In - Water Plant	28,047	
Transfer In - Wastewater Operations	182,673	
Transfer In - Solid Waste Operations	714,192	
Transfer In - Housing Successor Agency	13,916	
Transfer In - Redevelopment Successor Agency	3,398	
Transfer In - Housing Authority	20,880	
Transfer In - Fleet ISF	19,394	
Transfer Out - Risk Administration ISF		19,394
Pension Obligation Bond		
Transfer In - General Fund		
Transfer Out - General Fund		
1992A COP Fund		
Transfer In - General Fund	497,900	
Total City Transfers In/Out	5,461,668	5,236,336
Housing Authority		
Transfer Out - General Fund		72,354
Transfer Out - Internal Service Funds		20,880
Total Housing Authority Transfers In/Out	0	93,234
Housing Successor Agency		
Transfer Out - General Fund		107,790
Transfer Out - Internal Service Funds		13,916
Total Housing Successor Agency Transfers In/Out	0	121,706
Redevelopment Successor Agency		
Transfer Out - General Fund		6,994
Transfer Out - Internal Service Funds		3,398
Total RDA Successor Agency Transfers In/Out	0	10,392
Grand Total Transfers In/Out	5,461,668	5,461,668

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CITY OF PORT HUENEME

City Administration

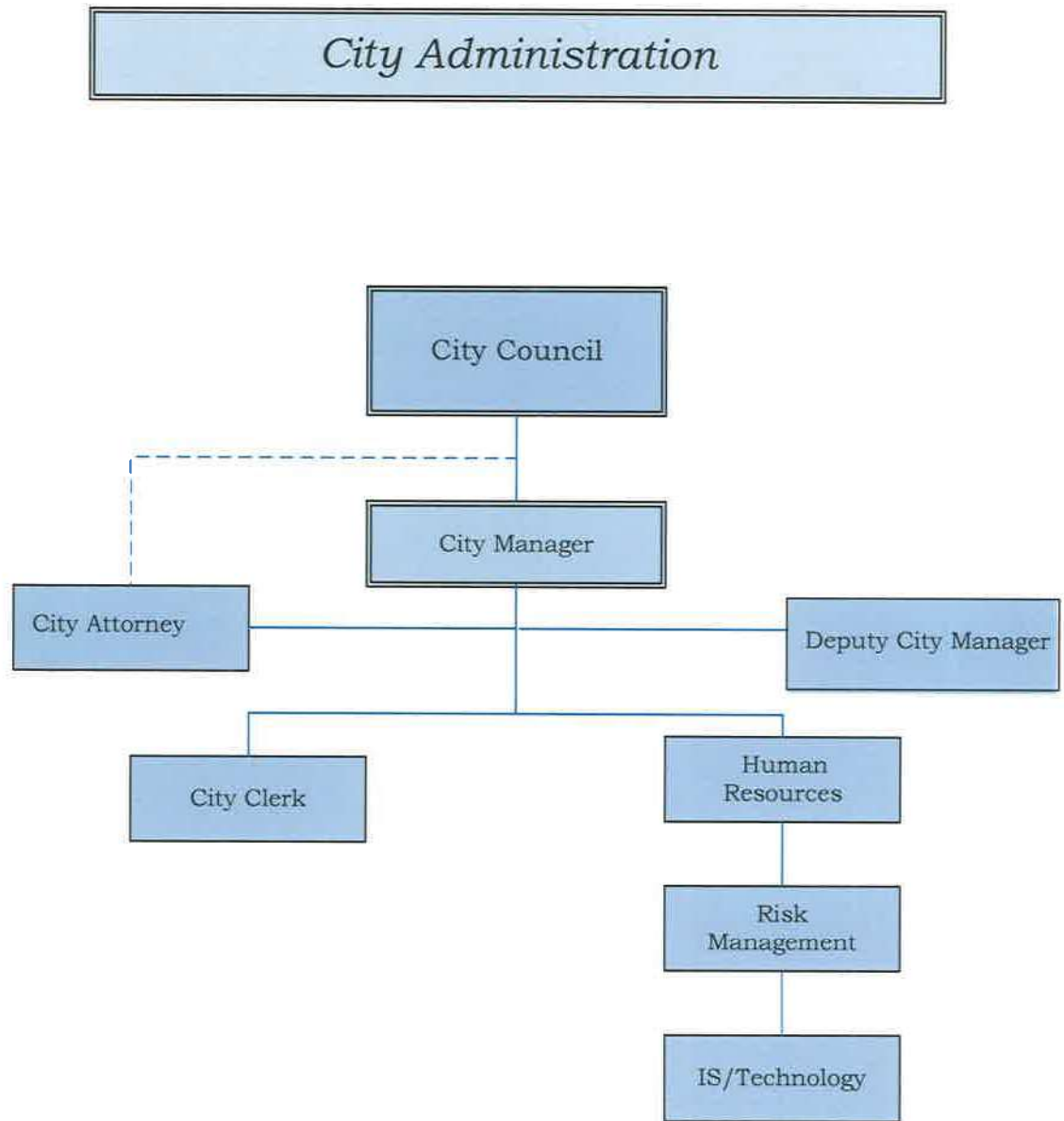
General Fund



The Mission of the City Administration Department is to provide strong community leadership through policy direction and public information, and to provide professional administrative and legal oversight and support to the City organization.

"The Friendly City by the Sea"

City of Port Hueneme



Organization Chart



■ ■ ■ City of Port Hueneme - FY 2017-18 and FY 2018-19 Budget ■ ■ ■

General Fund

**City Administration Department
Department Overview**

	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Direct Revenue				
Workers Comp Contar Revenue	19,454	84,416	20,000	20,000
Total Revenues	19,454	84,416	20,000	20,000

Expenditure Description	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Salaries & Benefits	1,015,560	787,703	847,989	893,513
Operational Charges	415,333	496,791	621,720	400,159
Capital Expenditures	0	0	0	0
Allocation Charges	70,315	31,092	57,236	58,381
Total Expenditures	1,569,398	1,391,632	1,584,181	1,410,434

Net Appropriations	(1,549,944)	(1,307,216)	(1,564,181)	(1,390,434)
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Authorized Positions:

City Council Member - PT (5)	5.00	5.00	5.00	5.00
City Manager	1.00	1.00	1.00	1.00
Deputy City Manager	1.00	1.00	1.00	1.00
City Clerk	1.00	1.00	1.00	1.00
Human Resources Analyst	1.00	1.00	1.00	1.00
Admin Svcs Coordinator - PT (1)-	0.00	0.00	0.50	0.50
Management Intern	0.50	0.00	0.00	0.00
Temp Admin Specialist -PT (1)	0.00	0.50	0.50	0.50
Intern 1-part time	0.00	0.00	0.50	0.50
Total	9.50	9.50	10.50	10.50



■ ■ ■ City of Port Hueneme - FY 2017-18 and FY 2018-19 Budget ■ ■ ■

General Fund 001-1111

**City Council
Division Summary**

Expenditure Description	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Salaries & Benefits	129,651	60,750	67,847	68,563
Operational Charges	25,102	17,400	17,400	17,400
Capital Expenditures	0	0	0	0
Allocation Charges	37,416	45,257	31,303	31,929
Total Expenditures	192,169	123,407	116,550	117,892

ACCOUNT NUMBER	ACCOUNT DESC	Actuals FY 15/16	Projected FY 16/17	Projected 17-18	Projected 18-19
City Council					
001-1111-611.10-02	Part Time	45,325	45,083	45,083	45,083
001-1111-611.20-01	Taxes FICA-Empl	4,994	2,376	2,719	2,719
001-1111-611.20-02	Taxes FICA-Empl	3,987	-	-	-
001-1111-611.20-03	Taxes Medicare-	1,168	556	636	636
001-1111-611.20-04	Taxes Medicare-	474	-	-	-
001-1111-611.21-01	PERS	9,785	10,705	17,253	17,943
001-1111-611.21-04	POB PERS Debt S	4,060	2,030	2,055	2,081
001-1111-611.21-05	PERS Rate Stabili	-	-	-	-
001-1111-611.23-02	City Contr Def Co	28,682	-	-	-
001-1111-611.25-01	Medical Insuranc	28,120	-	-	-
001-1111-611.25-02	Dental Insurance	2,604	-	-	-
001-1111-611.25-03	Vision Insurance	452	-	101	101
SALARY AND BENEFITS		129,651	60,750	67,847	68,563
001-1111-611.36-08	Cont Svcs-Miscel	10,400	-	-	-
001-1111-611.51-01	Conference/Trav	31	-	-	-
001-1111-611.51-04	Conf/Travel-Shar	1,999	1,500	1,500	1,500
001-1111-611.51-09	Workshop Exper	8,616	1,500	1,500	1,500
001-1111-611.51-10	Conf/Travel-Berç	229	1,500	1,500	1,500
001-1111-611.51-11	RDP-21 Travel Expenses		2,000	2,000	2,000
001-1111-611.51-12	Conf/Travel-Schr	1,267	1,500	1,500	1,500
001-1111-611.51-14	Conf/Travel-Figg	32	1,500	1,500	1,500
001-1111-611.51-15	Conf/Travel-Hen	2,196	1,500	1,500	1,500
001-1111-611.52-01	Office Supplies	181	400	400	400
001-1111-611.65-01	Dues/Membersh	150	5,000	5,000	5,000
001-1111-611.61-11	Misc Supplies		1,000	1,000	1,000
001-1111-611.90-03	ISF Allocation Ex	37,416	45,257	31,303	31,929
OPERATING EXPENSES		62,518	62,657	48,703	49,329
TOTAL EXPENDITURES		192,169	123,407	116,550	117,892



■ ■ ■ City of Port Hueneme - FY 2017-18 and FY 2018-19 Budget ■ ■ ■

General Fund 001-1113

**City Manager/City Attorney
Division Summary**

Expenditure Description	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Salaries & Benefits	294,846	238,665	296,764	305,190
Operational Charges	421,182	446,788	525,771	316,031
Capital Expenditures	0	0	0	0
Allocation Charges	7,484	7,500	6,307	6,433
Total Expenditures	723,512	692,953	828,842	627,654

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	Actuals FY 15/16	Projected FY 16/17	Projected 17-18	Projected 18-19
City Manager					
001-1113-611.10	Full Time	162,656	146,386	185,931	190,579
001-1113-611.11	Longevity Pay	-	4,405	-	-
001-1113-611.11	Mgmt Benefit	1,140	-	-	-
001-1113-611.11	Car Allowance	1,613	2,400	2,400	2,400
001-1113-611.11	Annual Leave Buyo	45,402	-	-	-
001-1113-611.20	Taxes FICA-Employ	7,687	7,299	11,528	11,816
001-1113-611.20	Taxes FICA-Employee	-	-	-	-
001-1113-611.20	Taxes Medicare-En	1,954	2,710	2,696	2,763
001-1113-611.20	Taxes Medicare-Employee	-	-	-	-
001-1113-611.21	PERS	41,807	56,022	71,156	74,002
001-1113-611.21	POB PERS Debt Svc	20,702	10,374	10,374	10,633
001-1113-611.21	PERS Rate Stabilization	-	-	-	-
001-1113-611.22	LTD/Life Insurance	609	350	1,114	1,142
001-1113-611.23	City Contr Def Com	-	-	-	-
001-1113-611.23	City Contr Def Com	3,514	3,724	4,965	5,089
001-1113-611.25	Medical Insurance	7,099	4,471	5,904	6,052
001-1113-611.25	Dental Insurance	583	449	585	600
001-1113-611.25	Vision Insurance	81	74	111	114
SALARY AND BENEFITS		294,846	238,665	296,764	305,190
001-1113-611.36	Cont Svcs-City Atto	303,266	255,000	255,000	255,000
001-1113-611.36	Cont Svcs-Miscellar	113,328	157,412	239,000	30,000
001-1113-611.40	Cell Phones	1,561	1,530	1,549	1,568
001-1113-611.51	Conference/Travel	224	110	1,519	400
001-1113-611.52	Office Supplies	53	450	203	205
001-1113-611.53	Community Promotions	-	-	-	-
001-1113-611.65	Dues/Membership	2,751	32,286	28,500	28,858
001-1113-611.90	ISF Allocation Expe	7,484	7,500	6,307	6,433
OPERATING EXPENSES		428,666	454,288	532,078	322,464
TOTAL EXPENDITURES		723,512	692,953	828,842	627,654



■■■ City of Port Hueneme - FY 2017-18 and FY 2018-19 Budget ■■■

General Fund 001-1115

**Human Resources/City Clerk
Division Summary**

Direct Revenue	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Workers Comp Contar Revenue	19,454	84,416	20,000	20,000
Total Revenues	19,454	84,416	20,000	20,000
Expenditure Description	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Salaries & Benefits	591,063	488,288	483,378	519,760
Operational Charges	39,364	63,694	135,785	125,109
Capital Expenditures	0	0	0	0
Allocation Charges	23,290	23,290	19,626	20,019
Total Expenditures	653,717	575,272	638,789	664,888
Net Appropriations	(634,263)	(490,856)	(618,789)	(644,888)

ACCOUNT NUM	ACCOUNT DESCR	Actuals FY 15/16	Projected FY 16/17	Projected 17-18	Projected 18-19
Personnel/City Clerk					
001-1115-611.	Full Time	273,370	239,514	188,222	219,193
001-1115-611.	Part Time	5,219	8,449	57,803	59,248
001-1115-611.	Cafeteria Earnings	9,354	9,300	9,300	9,533
001-1115-611.	Longevity Pay	4,827	-	4,827	4,948
001-1115-611.	Mgmt Benefit	568	-	-	-
001-1115-611.	Car Allowance	2,414	2,400	840	840
001-1115-611.	Annual Leave Buyc	33,870	10,302	18,000	18,000
001-1115-611.	Taxes FICA-Employ	17,923	14,850	14,085	13,590
001-1115-611.	Taxes FICA-Employ	12,801	-	-	-
001-1115-611.	Taxes Medicare-En	4,878	3,473	3,294	3,178
001-1115-611.	Taxes Medicare-En	3,678	-	-	-
001-1115-611.	PERS	93,561	94,896	89,051	92,613
001-1115-611.	PERS-Retirees	38,091	42,558	33,000	33,000
001-1115-611.	PERS Ins Admin Fe.	3,559	3,800	3,800	3,895
001-1115-611.	POB PERS Debt Svc	32,963	16,500	16,500	16,500
001-1115-611.	PERS Rate Stabilization	-	-	-	-
001-1115-611.	PD Retiree Health I	474	-	-	-
001-1115-611.	LTD/Life Insurance	2,296	1,885	1,464	1,501
001-1115-611.	City Contr Def Corr	1,109	-	1,500	1,538
001-1115-611.	City Contr Def Corr	6,158	6,441	3,643	3,734
001-1115-611.	Medical Insurance	21,737	12,695	15,000	15,375
001-1115-611.	Dental Insurance	1,719	258	891	913
001-1115-611.	Vision Insurance	405	1,442	158	162
001-1115-611.	Employee Insurance Trust	-	1,000	1,000	1,000
001-1115-611.	Tuition Reimburse	7,563	6,000	6,000	6,000
001-1115-611.	Post Retire RHS He	12,525	12,525	15,000	15,000
SALARY AND BENEFITS		591,063	488,288	483,378	519,760
001-1115-611.	Cont Svcs-Miscella	11,623	18,997	92,700	50,000
001-1115-611.	Unemployment Ins	5	100	-	-
001-1115-611.	Conference/Travel	6,211	5,522	6,500	6,500
001-1115-611.	Office Supplies	4,732	3,600	1,500	1,500
001-1115-611.	Printing/Publicatio	1,218	1,600	1,600	1,600
001-1115-611.	Advertising	2,675	7,500	6,500	8,130
001-1115-611.	Election Expenses	-	12,500	-	30,000
001-1115-611.	Misc Expenditures	387	1,000	6,000	6,150
001-1115-611.	Employee Recogni	1,097	3,000	4,000	4,000
001-1115-611.	Anti-Drug Program	2,132	3,200	3,200	3,200
001-1115-611.	Clothing Expense/I	6,135	5,000	9,500	9,500
001-1115-611.	Misc Supplies	2,366	500	500	500
001-1115-611.	Dues/Membership	710	1,000	2,185	2,429
001-1115-611.	Cell Phones	-	-	1,500	1,500
001-1115-611.	Publications	74	175	100	100
001-1115-611.	ISF Allocation Expe	23,290	23,290	19,626	20,019
OPERATING EXPENSES		62,654	86,984	155,411	145,128
TOTAL EXPENDITURES		653,717	575,272	638,789	664,888

CITY OF PORT HUENEME

General Government

General Fund



"The Friendly City by the Sea"

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**CITY OF PORT HUENEME
FY 2017-18 and FY 2018-19 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 2016-2017:

- Provided 16 trainings that included participation from city employees, volunteers, and city councilmembers.
- Conducted 29 employee and 22 volunteer onboardings.
- Publish a bi-weekly to monthly e-newsletter to residents on the city's email list.
- Implemented online employment application process, reducing significant time in a recruitment process.
- Initiated the Cal-ICMA Supervisory Training seminar for all current and new supervisors.

MAJOR INITIATIVES 2017-18 and 2018-19

- Required training by CJPIA performance improvement will be completed.
- Begin initial phases of Records Management by updating the Records Retention Policy.
- Conduct an independent assessment of the City's Risk Management program and implement recommendations.

**CITY OF PORT HUENEME
FY 2017-18 and FY 2018-19 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
2016-2017:**

- Upgrade/replacement of Police Department network back-up system.
- Researched and implemented MS Office training opportunities for staff.
- Researched and implemented recording and storage equipment for video and streaming of City Council Meetings.
- Upgrade of internet connection from 3MB/s to 300MB/s total bandwidth.
- Successful recruitment of Part-time IT Systems Technician.

**MAJOR INITIATIVES 2017-18 and
2018-19**

- 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.
- Increase "paperless" storage of Police Department records.
- Replacement of CAD and LPR servers for Police; Exchange for entire organization.
- Replacement of Police phone call recorder.

CHANGES FROM PRIOR YEAR

- Added Part-time IT Technician



■ ■ ■ City of Port Hueneme - FY 2017-18 and FY 2018-19 Budget ■ ■ ■

General Fund 001-1903

**General Government
Account Summary**

Expenditure Description	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Salaries & Benefits	223,713	252,129	260,404	267,391
Operational Charges	861,934	2,146,999	891,895	822,735
Capital Expenditures	51,053	6,000	34,200	47,900
Other/Transfers	631,578	817,556	583,206	593,234
Allocation Charges	16,514	13,284	22,243	22,632
Total Expenditures	1,784,792	3,235,968	1,791,948	1,753,892

Authorized Positions:

Deputy City Manager	0.00	0.00	0.00	0.00
IS/Technology Manager	1.00	1.00	1.00	1.00
Info Systems Assistant PT (1)	0.50	0.00	0.50	0.50
Facilities Maintenance Tech	0.20	0.00	0.00	0.00
Housing Director	0.00	0.00	0.00	0.00
Total	1.70	1.00	1.50	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.

ACCOUNT NUMB	ACCOUNT DESCRIPTI	Actuals FY 15/16	Projected FY 16/17	Projected 17-18	Projected 18-19
General Government					
001-1903-619.10	Full Time	116,568	118,073	127,209	130,389
001-1903-619.10	Part Time		27,300	26,915	27,588
001-1903-619.10	Overtime	3,620	3,917	3,000	3,000
001-1903-619.10	Standby	6,822	7,690	4,000	4,000
001-1903-619.11	Cafeteria Earnings	11,066	10,591	9,300	9,533
001-1903-619.11	Longevity Pay	2,426	2,889	2,426	2,487
001-1903-619.11	Mgmt Benefit	1,200	-	-	-
001-1903-619.11	Car Allowance	2	-	240	240
001-1903-619.11	Annual Leave Buyout	9,149	4,000	4,000	4,101
001-1903-619.11	Compensatory Leave Buyout		-	-	-
001-1903-619.20	Taxes FICA-Employer	8,474	9,013	9,757	10,001
001-1903-619.20	Taxes FICA-Employee	6,215	-	-	-
001-1903-619.20	Taxes Medicare-Empl	2,233	2,108	2,317	2,375
001-1903-619.20	Taxes Medicare-Empl	1,705	-	-	-
001-1903-619.21	PERS	37,875	55,634	58,983	61,343
001-1903-619.21	POB PERS Debt Svc Al	12,687	6,358	6,358	6,358
001-1903-619.21	PERS Rate Stabilization		-	-	-
001-1903-619.22	LTD/Life Insurance	1,035	1,040	1,055	1,081
001-1903-619.23	City Contr Def Comp-4	2,638	2,675	2,800	2,800
001-1903-619.23	City Contr Def Comp-457		-	457	468
001-1903-619.25	Medical Insurance		700	1,446	1,482
001-1903-619.25	Dental Insurance		115	115	118
001-1903-619.25	Vision Insurance		26	26	27
001-1903-619.27	Post Retire RHS Health Pl		-	-	-
SALARY AND BENEFITS		223,713	252,129	260,404	267,391
001-1903-619.36	Cont Svcs-Comp Main	112,098	140,375	143,930	149,000
001-1903-619.36	Cont Svcs-Miscellanec	21,206	18,557	115,984	31,675
001-1903-619.36	Cont Svcs-Car Wash		8,000	8,000	8,000
001-1903-619.40	Utilities	436,764	363,564	450,000	455,625
001-1903-619.40	Cell Phones	325	192	192	192
001-1903-619.40	Care Program Expense	173,502	77,883	62,500	62,500
001-1903-619.51	Training In-House	600	600	3,500	3,500
001-1903-619.52	Office Supplies	9,812	9,812	16,200	16,403
001-1903-619.52	Postage	20,743	24,670	18,225	18,453
001-1903-619.53	Program 2-1-1 Suppor	2,000	2,000	2,000	2,000
001-1903-619.58	Offsite Storage	10,615	10,000	14,000	14,000
001-1903-619.58	Library Advance	32,500	32,500	32,500	32,500
001-1903-619.	Management Fee	-	-	17,300	17,473
001-1903-619.58	Prior Year Expenses		1,450,995	-	-
001-1903-619.61	Clothing Expense/Reir	-	-	-	-
001-1903-619.61	Misc Supplies	8,759	2,886	5,000	8,800
001-1903-619.65	Dues/Memberships	29,683	3,767	600	625
001-1903-619.65	Publications	259	260	-	-
001-1903-619.67	Reserve Expense	1,436	-	-	-
001-1903-619.68	Cable	1,632	938	1,964	1,989
001-1903-619.90	ISF Allocation Expense	16,514	13,284	22,243	22,632
001-1903-619.90	Operating Transfer Ot	631,578	817,556	583,206	593,234
OPERATING EXPENSES		1,510,026	2,977,839	1,497,344	1,438,601
001-1903-619.70	Equipment		-	-	-
001-1903-619.70	Office Equip/Furniture	51,053	6,000	34,200	47,900
CAPITAL		51,053	6,000	34,200	47,900
TOTAL EXPENDITURES		1,784,792	3,235,968	1,791,948	1,753,892

Finance

General Fund

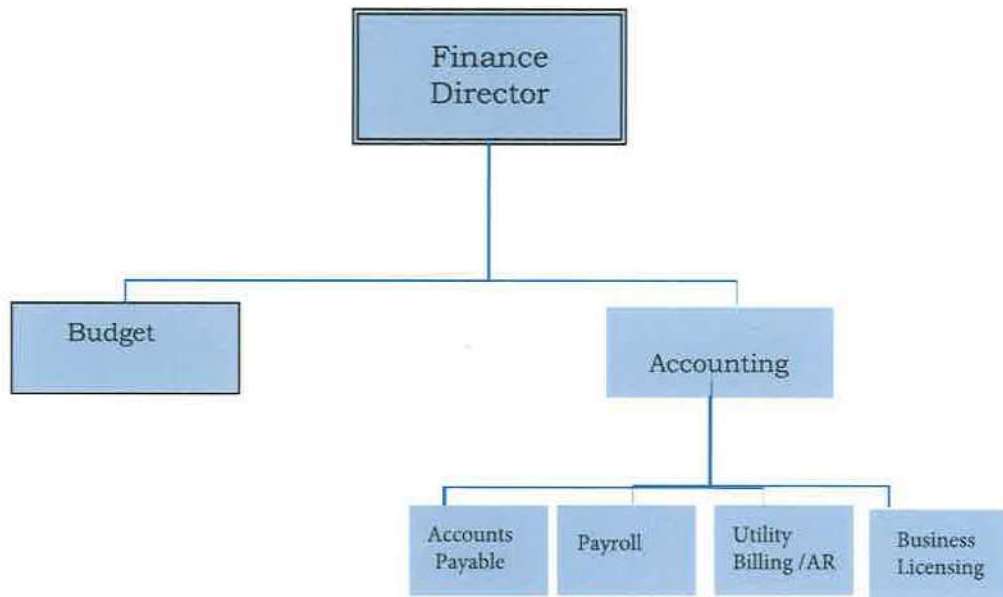


The Mission of the Finance Department, as both an internal and external support and service unit of the City of Port Hueneme, is to provide financial management and reporting, budgeting, accounting, payroll, utility billing, business tax collections, mail processing and cash management to the citizens of Port Hueneme, elected officials, fellow employees, business community, and the City's numerous vendors.

"The Friendly City by the Sea"

City of Port Hueneme

Finance



Organization Chart

**CITY OF PORT HUENEME
FY 2017-18 and FY 2018-19 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 2016-2017:

- Successful recruitment of Deputy Finance Director and Accountant positions.
- Developed FY 2015/16 and 2016/17 cost allocation.
- Began process for gaining compliance with the City's business license program on the navy base.
- Initiated a two-year budget.

MAJOR INITIATIVES FOR 2017-18 and 2018-19

- Continue to process business licenses for non-compliant 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.

CHANGES FROM PRIOR YEAR

- Added Deputy Finance Director position
- Hiring of an Accountant



■■■ City of Port Hueneme - FY 2017-18 and FY 2018-19 Budget ■■■

General Fund	Finance Department Department Overview			
Source of Funds	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Revenues	265,332	401,895	393,000	394,965
Total Revenues	265,332	401,895	393,000	394,965
Expenditure Description	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Salaries & Benefits	777,541	620,691	867,148	888,831
Operational Charges	142,800	133,518	158,781	134,751
Capital Expenditures	-	-	-	-
Allocated Charges	-	-	-	-
ISF Charges	59,589	70,000	59,589	60,780
Total Expenditures	979,930	824,209	1,085,518	1,084,362
Net Appropriations	(714,598)	(422,314)	(692,518)	(689,397)
Authorized Positions:				
Finance Director	1.00	1.00	1.00	1.00
Deputy Finance Director	0.00	0.00	1.00	1.00
Accounting & Revenue Manager	1.00	1.00	0.00	0.00
Budget & Finance Manager	1.00	0.00	0.00	0.00
Supervising Accountant	0.00	0.00	0.00	0.00
Senior Accountant	0.00	0.00	1.00	1.00
Accountant	1.00	1.00	1.00	1.00
Payroll Services Specialist	1.00	1.00	1.00	1.00
Fiscal Assistant-2	2.00	3.00	2.00	2.00
Fiscal Aide	2.00	1.00	1.00	1.00
Fiscal Aide PT - (2)-unfilled	0.50	0.00	0.00	0.00
Total	9.50	8.00	8.00	8.00

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	Actuals FY 15/16	Projected FY 16/17	Proposed 17/18	Proposed 18-19
Finance Administration					
001-1262-612.10-01	Full Time	369,706	320,170	499,807	512,302
001-1262-612.10-02	Part Time	58,463	42,595	-	-
001-1262-612.10-03	Overtime	783	-	-	-
001-1262-612.11-02	Cafeteria Earnings	17,261	11,489	16,771	17,190
001-1262-612.11-03	Longevity Pay	4,637	4,784	6,100	6,253
001-1262-612.11-04	Mgmt Benefit	1,200	-	-	-
001-1262-612.11-05	Car Allowance		434	1,800	1,845
001-1262-612.11-06	Bilingual Premium	863	206	60	62
001-1262-612.11-09	Annual Leave Buyout	35,030	1,842	30,200	30,955
001-1262-612.20-01	Taxes FICA-Employer	30,176	22,491	25,469	26,106
001-1262-612.20-02	Taxes FICA-Employee	12,523	-	-	2
001-1262-612.20-03	Taxes Medicare-Employer	7,173	5,260	6,358	6,517
001-1262-612.20-04	Taxes Medicare-Employee	3,043	-	-	2
001-1262-612.21-01	PERS	129,657	138,830	188,150	192,854
001-1262-612.21-04	POB PERS Debt Svc Alloc	56,275	27,149	28,200	28,905
001-1262-612.21-05	PERS Rate Stabilization		-	-	-
001-1262-612.22-01	LTD/Life Insurance	3,250	2,462	2,231	2,287
001-1262-612.23-01	City Contr Def Comp-401K	990	985	716	734
001-1262-612.23-02	City Contr Def Comp-457	5,044	4,265	4,907	5,030
001-1262-612.25-01	Medical Insurance	37,276	34,237	53,859	55,205
001-1262-612.25-02	Dental Insurance	3,838	3,187	2,326	2,384
001-1262-612.25-03	Vision Insurance	354	304	194	199
SALARY AND BENEFITS		777,541	620,691	867,148	888,831
001-1262-612.36-02	Cont Svcs-Outside Auditor	38,815	32,426	37,604	38,074
001-1262-612.36-08	Cont Svcs-Miscellaneous	13,996	26,036	35,000	20,000
001-1262-612.50-07	Unemployment Insurance	11,149	-	-	-
001-1262-612.51-01	Conference/Travel	292	1,048	10,000	6,000
001-1262-612.52-01	Office Supplies	7,296	7,000	6,100	6,100
001-1262-612.58-01	Bank Fees	70,576	66,000	60,000	60,000
001-1262-612.58-02	Bad Debt Expense		-	-	-
001-1262-612.58-04	Over/Short Cash Account	77	100	100	100
001-1262-612.58-34	Prior Year Expense		-	-	-
001-1262-612.65-01	Dues/Memberships	255	708	1,977	1,977
001-1262-612.65-02	Publications		-	-	-
001-1262-612.70-03	Office Equip/Furniture	343	200	8,000	2,500
001-1262-612.90-03	ISF Allocation Expenses	59,589	70,000	59,589	60,780
OPERATING EXPENSES		202,389	203,518	218,370	195,531
TOTAL EXPENDITURES		979,930	824,209	1,085,518	1,084,362

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	Actuals FY 15/16	Projected FY 16/17	Projected 17-18	Projected 18-19
Finance Administration					
001-1262-612.10-01	Full Time	369,706	320,170	499,807	503,930
001-1262-612.10-02	Part Time	58,463	42,595	-	-
001-1262-612.10-03	Overtime	783	-	-	-
001-1262-612.11-02	Cafeteria Earnings	17,261	11,489	16,771	11,409
001-1262-612.11-03	Longevity Pay	4,637	4,784	6,100	6,253
001-1262-612.11-04	Mgmt Benefit	1,200	-	-	-
001-1262-612.11-05	Car Allowance		434	1,800	1,845
001-1262-612.11-06	Bilingual Premium	863	206	60	62
001-1262-612.11-09	Annual Leave Buyout	35,030	1,842	30,200	30,955
001-1262-612.20-01	Taxes FICA-Employer	30,176	22,491	25,469	29,872
001-1262-612.20-02	Taxes FICA-Employee	12,523	-	-	2
001-1262-612.20-03	Taxes Medicare-Employer	7,173	5,260	6,358	7,307
001-1262-612.20-04	Taxes Medicare-Employee	3,043	-	-	2
001-1262-612.21-01	PERS	129,657	138,830	188,150	192,854
001-1262-612.21-04	POB PERS Debt Svc Alloc	56,275	27,149	28,200	28,905
001-1262-612.21-05	PERS Rate Stabilization		-	-	-
001-1262-612.22-01	LTD/Life Insurance	3,250	2,462	2,231	2,287
001-1262-612.23-01	City Contr Def Comp-401K	990	985	716	734
001-1262-612.23-02	City Contr Def Comp-457	5,044	4,265	4,907	5,030
001-1262-612.25-01	Medical Insurance	37,276	34,237	53,859	55,205
001-1262-612.25-02	Dental Insurance	3,838	3,187	2,326	2,384
001-1262-612.25-03	Vision Insurance	354	304	194	199
SALARY AND BENEFITS		777,541	620,691	867,148	879,234
001-1262-612.36-02	Cont Svcs-Outside Auditor	38,815	32,426	37,604	38,074
001-1262-612.36-08	Cont Svcs-Miscellaneous	13,996	26,036	35,000	20,000
001-1262-612.50-07	Unemployment Insurance	11,149	-	-	-
001-1262-612.51-01	Conference/Travel	292	1,048	10,000	6,000
001-1262-612.52-01	Office Supplies	7,296	7,000	6,100	6,100
001-1262-612.58-01	Bank Fees	70,576	66,000	60,000	60,000
001-1262-612.58-02	Bad Debt Expense		-	-	-
001-1262-612.58-04	Over/Short Cash Account	77	100	100	100
001-1262-612.58-34	Prior Year Expense		-	-	-
001-1262-612.65-01	Dues/Memberships	255	708	1,977	1,977
001-1262-612.65-02	Publications		-	-	-
001-1262-612.70-03	Office Equip/Furniture	343	200	8,000	2,500
001-1262-612.90-03	ISF Allocation Expenses	59,589	70,000	59,589	60,780
OPERATING EXPENSES		202,389	203,518	218,370	194,340
TOTAL EXPENDITURES		979,930	824,209	1,085,518	1,073,574



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

Fund 511

**Certificates of Participation
Account Summary**

Source of Funds	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Transfer In-General Fund	489,810	490,104	488,700	497,900
Total Revenues	489,810	490,104	488,700	497,900

Expenditure Description	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Fiscal Agent Fees	3,710	7,104	5,000	5,000
Debt Service	486,100	483,000	483,700	492,900
Total Expenditures	489,810	490,104	488,700	497,900

Net Appropriations	-	-	-	-
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Purpose of Account:
Deputy Finance Director

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.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	Actuals FY 15/16	Projected FY 16/17	Projected 17-18	Projected 18-19
92 Certs of Participation				-	-
511-0000-522.22-00	Fiscal Agent Interest	28		-	-
511-0000-591.01-00	General Fund	489,810	490,104	488,700	497,900
TOTAL REVENUE		489,838	490,104	488,700	497,900
				-	-
511-1904-619.80-04	Fiscal Agent Fees	3,710	7,104	5,000	5,000
511-1904-619.80-05	Certs of Deposit-Retired	385,000	405,000	456,850	478,950
511-1904-619.80-46	Bond Interest Payments	101,100	78,000	26,850	13,950
DEBT SERVICE		489,810	490,104	488,700	497,900
				-	-
TOTAL EXPENDITURES		489,810	490,104	488,700	497,900
				-	-
REVENUE/(LOSS)		28	-	-	-



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

Fund 512		Pension Obligation Bonds			
		Account Summary			
Source of Funds	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19	
Transfer in General Fund	2,500	518,702	530,000	550,000	
Total Revenues	2,500	518,702	530,000	550,000	
Expenditure Description	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19	
Fiscal Agent Fees	2,500	3,702	4,000	4,000	
Debt Service	0	515,000	526,000	546,000	
Total Expenditures	2,500	518,702	530,000	550,000	
Net Appropriations	-	-	-	-	

Purpose of Account:
Deputy Finance Director

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.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	Actuals FY 15/16	Projected FY 16/17	Projected 17-18	Projected 18-19
Pension Obligation Bonds				-	-
512-0000-591.01-00	General Fund	2,500	518,702	530,000	550,000
TOTAL REVENUE		2,500	518,702	530,000	550,000
				-	-
512-1906-619.80-04	Fiscal Agent Fees	2,500	3,702	4,000	4,000
512-1906-619.80-14	Retired Bonds		298,535	298,535	298,535
512-1906-619.80-46	Bond Interest Payments		216,465	227,465	216,465
DEBT SERVICE		2,500	518,702	530,000	550,000
				-	-
TOTAL EXPENDITURES		2,500	518,702	530,000	550,000
				-	-
REVENUE/(LOSS)		-	-	-	-

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CITY OF PORT HUENEME

Community Development

General Fund

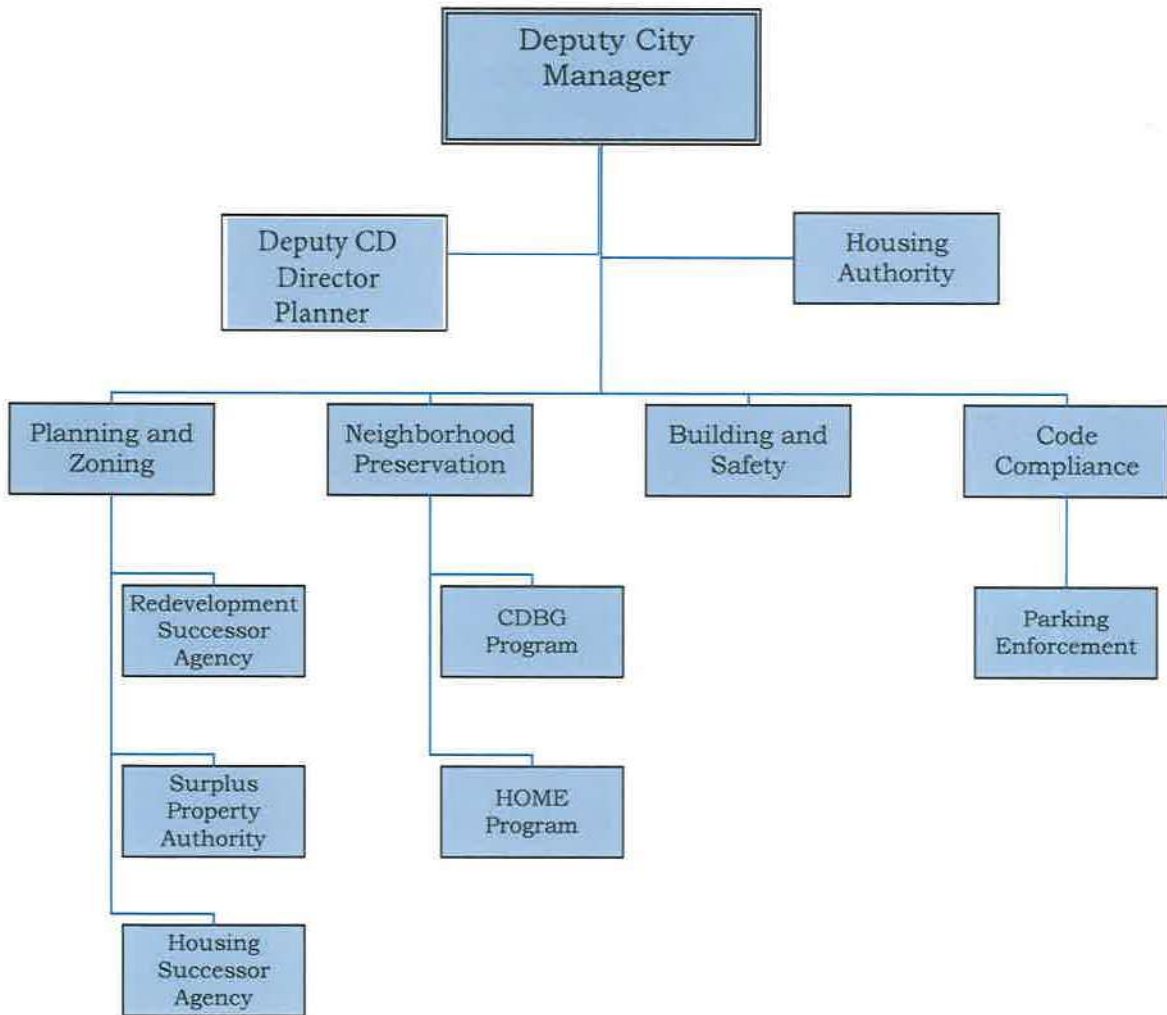


The Mission of the Community Development Department is to provide efficient service and support in a fair and responsive manner and to plan, coordinate, and implement various enforcement, regulatory, environmental, housing, building, and land use policies, laws, and programs while seeking to promote the public interest, economic vitality, health, safety, education, positive image, and general welfare for the City and its residents.

"The Friendly City by the Sea"

City of Port Hueneme

Community Development



Organization Chart

**CITY OF PORT HUENEME
FY 2017-18 and FY 2018-19 BUDGET**

**Administration/Planning & Zoning
General Fund**

MISSION

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

PRIMARY ACTIVITIES

- Manages the Department's customer service and City Hall reception, and provides community-related information.
- Manages the City's Planning & Zoning Division, including implementation of the General Plan, Zoning Ordinance, Subdivision Ordinance, Local Coastal Program, and performing 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 2016-2017:

- Initiated reorganization of several Department Divisions to ensure excellent customer service continues to be provided and due to retirement of the

Code Compliance Manager and reassignment of that position's duties.

- Hired a new Deputy Director of Community Development/City Planner.
- Managed several projects within the Mandalay Village Shopping Center, including the completion of the new Ace Hardware store, processing a Major Modification for a new "The Habit" restaurant, and accepting a formal application for a Major Modification for a new drive-thru Starbucks coffee shop.
- Began processing a formal application for a Minor Modification for a new CVS drug store to replace the former Mary's Market in Port City Plaza.
- Provided a significant amount of assistance with the City's cannabis ordinance and related projects.
- Began updating the Department's pages on the City's website to improve customer service by ensuring general information was updated and added application forms, submittal checklists and documents (i.e. the General Plan and Local Coastal Plan) on the Planning Division's pages of the website.
- Began updating the Planning Division's application forms and submittal checklists.

MAJOR INITIATIVES 2017-18 and 2018-19

- Review Zoning Ordinance and make recommendations for improvements to streamline development processes to enable the limited staff levels to be more efficient, improve customer service, and make the City more development- and business-friendly.
- Review and update the Master Fee Schedule as it pertains to Planning & Zoning, Building & Safety, Code Compliance and Parking Enforcement fees, to ensure the City is collecting

**CITY OF PORT HUENEME
FY 2017-18 and FY 2018-19 BUDGET**

**Administration/Planning & Zoning
General Fund**

appropriate fees and recovering costs of providing services.

- Continue to update the Department's pages of City website to ensure more information, along with application forms, submittal checklists and documents related to the various functions of the Community Development Department are provided for the public's use.
- Assume a larger role in economic development and Chamber of Commerce activities.
- Assume role as coordinator of applications received by cannabis-related businesses.
- Update Planning Division's filing system.

CHANGES FOR PRIOR YEAR

- Eliminated contract Planner position.
- Hired new Deputy Director of Community Development/City Planner position to assume roles of manager of day-to-day operations of the Planning & Zoning, Building & Safety, Code Enforcement and Parking Enforcement Divisions and to function as the City's Planner.



■ ■ ■ City of Port Hueneme - FY 2017-18 and FY 2018-19 Budget ■ ■ ■

General Fund **Community Development Department**
Department Overview

Source of Funds	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
General Fund	595,953	631,259	614,700	617,774
Total Revenues	595,953	631,259	614,700	617,774

Expenditure Description	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Salaries & Benefits	731,853	479,466	884,337	893,794
Operational Charges	458,279	406,058	524,926	534,736
Capital Expenditures	0	0	0	0
Allocation Charges	0	0	0	0
ISF Charges	76,061	82,972	80,727	82,238
Total Expenditures	1,266,192	968,496	1,489,990	1,510,768
Net Appropriations	(670,239)	(337,237)	(875,290)	(892,994)

Authorized Positions:

Comm Dev Director	1.00	0.00	0.00	0.00
Deputy Comm Dev Director	0.00	1.00	1.00	1.00
Community Development Mgr	0.00	1.00	2.00	2.00
Comm Dev Specialist	1.00	0.00	0.00	0.00
Comm Dev Technician	1.00	1.00	1.00	1.00
Building Official	0.00	0.00	0.00	0.00
Code Compliance Manager	1.00	0.00	0.00	0.00
Code Compliance Officer	0.00	0.00	1.00	1.00
Annuitant	0.00	0.00	0.50	0.50
Parking Officer	1.00	1.50	1.00	1.00
Parking Officer-PT (3)	1.50	0.50	1.50	1.50
	6.50	5.00	8.00	8.00



■ ■ ■ City of Port Hueneme - FY 2017-18 and FY 2018-19 Budget ■ ■ ■

General Fund 001-5101		Community Development Administration			
		Division Summary			
Source of Funds	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19	
General Fund	9,385	10,022	12,000	12,060	
Total Revenues	9,385	10,022	12,000	12,060	
Expenditure Description	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19	
Salaries & Benefits	341,588	161,157	317,218	325,148	
Operational Charges	100,625	141,998	91,572	93,308	
Capital Expenditures	0	0	0	0	
Allocation Charges					
ISF Charges	27,242	27,149	22,957	23,416	
Total Expenditures	469,455	330,304	431,747	441,872	
Net Appropriations	(460,070)	(320,282)	(419,747)	(429,812)	

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	Actuals FY 15/16	Projected FY 16/17	Projected 17-18	Projected 18/19
Comm Dvlp Admin					
001-5101-651.10-01	Full Time	155,545	63,336	189,738	194,481
001-5101-651.10-03	Overtime	120	-	-	-
001-5101-651.11-02	Cafeteria Earnings	4,893	2,772	653	669
001-5101-651.11-03	Longevity Pay	7,812	7,812	7,812	8,007
001-5101-651.11-04	Mgmt Benefit	1,140	-	-	-
001-5101-651.11-05	Car Allowance	1,160	-	360	369
001-5101-651.11-06	Bilingual Premium	893	598	179	183
001-5101-651.11-09	Annual Leave Buyout	46,740	8,400	4,000	4,100
001-5101-651.11-10	Compensatory Leave Buyout	-	-	-	-
001-5101-651.20-01	Taxes FICA-Employer	8,188	4,242	12,561	12,875
001-5101-651.20-02	Taxes FICA-Employee	6,746	-	-	-
001-5101-651.20-03	Taxes Medicare-Employer	2,599	992	2,751	2,820
001-5101-651.20-04	Taxes Medicare-Employee	2,261	-	-	-
001-5101-651.21-01	PERS	59,533	51,037	72,613	74,428
001-5101-651.21-04	POB PERS Debt Svc Alloc	24,989	12,248	12,248	12,554
001-5101-651.21-05	PERS Rate Stabilization	-	-	-	-
001-5101-651.22-01	LTD/Life Insurance	1,360	563	649	665
001-5101-651.23-01	City Contr Def Comp-401K	2,049	-	-	-
001-5101-651.23-02	City Contr Def Comp-457	-	2,005	685	702
001-5101-651.25-01	Medical Insurance	14,697	6,522	12,437	12,748
001-5101-651.25-02	Dental Insurance	625	532	432	443
001-5101-651.25-03	Vision Insurance	240	98	100	103
SALARY AND BENEFITS		341,588	161,157	317,218	325,148
001-5101-651.36-08		49,764	59,537	5,063	5,126
001-5101-651.41-04		46,699	78,620	79,603	80,598
001-5101-651.51-01		1,295	691	3,700	3,700
001-5101-651.52-01		335	500	800	1,329
001-5101-651.52-02		111	200	203	205
001-5101-651.52-03		877	1,500	1,000	1,000
001-5101-651.61-11		182	200	203	250
001-5101-651.65-01		1,271	200	800	900
001-5101-651.65-02		91	550	200	200
001-5101-651.90-03		27,242	27,149	22,957	23,416
OPERATING EXPENSES		127,867	169,147	114,529	116,724
TOTAL EXPENDITURES		469,455	330,304	431,747	441,872

**CITY OF PORT HUENEME
FY 2017-18 and FY 2018-19 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 building codes for new and existing structures.
- Provides and maintains residential, commercial and industrial building records.
- Provides all aspects of permitting and inspecting construction activities.
- Provides consultation to customers regarding regulations for building construction.
- Manages the Board of Building Code Appeals.
- Manages City's contract with California Code Check.
- Manages enforcement of the California Fire Code.

MAJOR ACCOMPLISHMENTS IN 2016-2017:

- Coordinated first round of plan check for the Victoria mixed-use project, which will consist of 112 apartment units over 14,000 square feet of retail space and related site improvements.
- Completed plan checks for several new tenant improvement projects within the Mandalay Village Shopping Center, including Body Fuel Bistro, 9-Round Fitness and the building shell improvements for The Habit restaurant.
- Provided final occupancy permits for several new businesses, including the

- new PokeRamen and Diguardi's Italian Deli Restaurants and Vape Forest shop.
- Issued 633 residential building permits with a total valuation of \$2,820,514.
- Issued 28 commercial building permits with a total valuation of \$805,000.

MAJOR INITIATIVES 2017-18 and 2018-19

- Promote part-time Counter Specialist to full-time status, to assume duties of current Community Development Specialist, who will be assuming other duties in the Administration/Planning & Zoning and Code Compliance Divisions.
- Promote Community Development Programs Manager position and transition this position from primarily providing public counter coverage to assume new duties supervising the Code Compliance Officer and providing administrative assistance to the Deputy Director of Community Development.
- Perform study to determine whether the City should continue contracting Building & Safety (plan check, inspections and Building Official Services) on a part-time basis with California Code Check, or hire a permanent Building Official to perform these services, to improve availability and customer service, and if a cost savings is realized.
- Update the Building & Safety Division's filing system.

CHANGES FROM PRIOR YEAR

- Hired part-time Counter Specialist.



■■■ City of Port Hueneme - FY 2017-18 and FY 2018-19 Budget ■■■

General Fund 001-5123		Building & Safety		
		Division Summary		
Source of Funds	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
General Fund	200,481	195,819	182,000	182,910
Total Revenues	200,481	195,819	182,000	182,910
Expenditure Description	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Salaries & Benefits	48,263	8,141	125,903	120,806
Operational Charges	97,068	97,531	153,163	156,227
Capital Expenditures	0	0	0	0
Allocation Charges				
ISF Charges	14,847	13,574	19,104	19,445
Total Expenditures	160,178	119,246	298,170	296,478
Net Appropriations	40,303	76,573	(116,170)	(113,568)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	Actuals FY 15/16	Projected FY 16/17	Projected 17-18	Projected 18/19
Building/Safety				-	-
001-5123-623.10-01	Full Time	25,752	3,295	78,220	80,176
001-5123-623.10-03	Overtime	120	10	-	-
001-5123-623.11-02	Cafeteria Earnings	1,651	157	436	447
001-5123-623.11-03	Longevity Pay	897	-	-	-
001-5123-623.11-04	Mgmt Benefit	-	-	-	-
001-5123-623.11-05	Car Allowance	-	-	120	123
001-5123-623.11-06	Bilingual Pay	301	37	120	123
001-5123-623.11-09	Annual Leave Buyout	-	1,126	-	-
001-5123-623.11-10	Compensatory Leave Buyout	-	-	-	-
001-5123-623.20-01	Taxes FICA-Employer	1,873	204	5,178	5,282
001-5123-623.20-02	Taxes FICA-Employee	1,452	-	-	-
001-5123-623.20-03	Taxes Medicare-Employer	438	48	1,134	1,163
001-5123-623.20-04	Taxes Medicare-Employee	339	-	-	-
001-5123-623.21-01	PERS	9,157	1,261	29,935	30,683
001-5123-623.21-04	POB PERS Debt Svc Alloc	2,735	1,367.50	1,368	-
001-5123-623.22-01	LTD/Life Insurance	245	40	321	175
001-5123-623.23-02	City Contr Def Comp-457	-	-	228	234
001-5123-623.25-01	Medical Insurance	3,087	543	8,146	2,200
001-5123-623.25-02	Dental Insurance	169	44	564	168
001-5123-623.25-03	Vision Insurance	49	8	133	34
SALARY AND BENEFITS		48,263	8,141	125,903	120,806
001-5123-623.36-08	Cont Svcs-Miscellaneous	95,186	95,731	148,000	150,960
001-5123-623.40-02	Cell Phones	294	400	800	816
001-5123-623.51-01	Conference/Travel	470	200	1,500	1,530
001-5123-623.52-01	Office Supplies	-	100	250	255
001-5123-623.52-03	Printing/Publications	-	-	100	102
001-5123-623.52-04	Emergency EOC Supplies	-	-	-	-
001-5123-623.65-01	Dues/Memberships	810	100	1,500	1,530
001-5123-623.65-02	Publications	308	1,000	1,013	1,033
001-5123-623.90-03	ISF Allocation Expenses	14,847	13,574	19,104	19,445
OPERATING EXPENSES		111,915	111,105	172,267	175,671
TOTAL EXPENDITURES		160,178	119,246	298,170	296,478

CITY OF PORT HUENEME
FY 2017-18 and FY 2018-19 BUDGET

Code Compliance
General Fund

MISSION

It is the Mission of the Code Compliance Division is to protect the public health safety and welfare through a proactive, systematic and cooperative approach to educate, obtain and maintain 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, property maintenance, zoning, graffiti abatement, and noise control on a proactive basis.
- Assists with inspections related to the City's Home Maintenance Incentive Rebate Program and as requested by the Building & Safety Division.
- Manages City's Animal Control Services contract.
- Maintains enforcement procedures and case documentation for illegal activities related to City Codes.

MAJOR ACCOMPLISHMENTS IN 2016-2017:

- Reorganized Code Compliance/Parking Enforcement Division due to the retirement of the Code Compliance Manager, which resulted in creating separate Code Compliance and Parking Enforcement Divisions that will be overseen by the Department's Community Development Specialists.
- Hired a new Code Compliance Officer.
- Opened 293 new Code Compliance cases and abated or closed 258 cases.

MAJOR INITIATIVES 2017-18 and 2018-19

- Hire consultant to review Code Compliance Division with regard to ensuring best management practices are being used. Update Code Compliance procedures as necessary based upon the Division's reorganization and recommendation of the consultant.
- Promote existing Community Development Specialist position to Community Development Programs Manager and have that position transition away from primarily performing customer service duties at the public counter to a Code Compliance supervisory role.

CHANGES FROM PRIOR YEAR

- Eliminated Code Compliance Manager upon retirement.
- Separated Parking Enforcement from Code Compliance.
- Hired Code Compliance Officer.



■■■ City of Port Hueneme - FY 2017-18 and FY 2018-19 Budget ■■■

General Fund 001-5124

**Code Compliance
Division Summary**

Expenditure Description	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Salaries & Benefits	137,831	122,591	201,183	205,884
Operational Charges	192,974	122,461	198,752	202,727
Capital Expenditures	0	0	0	0
Allocation Charges				
ISF Charges	15,059	15,100	19,478	19,825
Total Expenditures	345,863	260,152	419,413	428,436

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	Actuals FY 15/16	Projected FY 16/17	Projected 17-18	Projected 18/19
Code Enforcement				-	-
001-5124-623.10-01	Full Time	72,764	58,600	104,198	106,803
001-5124-623.10-01	Part-Time			28,800	29,376
001-5124-623.11-02	Cafeteria Earnings		-	218	223
001-5124-623.11-03	Longevity Pay	2,531	2,675	-	-
001-5124-623.11-04	Mgmt Benefit	900	-	-	-
001-5124-623.11-05	Car Allowance	-	-	120	123
001-5124-623.11-06	Bilingual Pay		-	60	62
001-5124-623.11-09	Annual Leave Buyout	3,476	19,325	-	-
001-5124-623.20-01	Taxes FICA-Employer	5,048	3,678	10,492	10,755
001-5124-623.20-02	Taxes FICA-Employee	3,959	-	-	-
001-5124-623.20-03	Taxes Medicare-Employer	1,181	861	1,929	1,977
001-5124-623.20-04	Taxes Medicare-Employee	923	-	-	-
001-5124-623.21-01	PERS	24,402	22,426	39,877	40,873
001-5124-623.21-04	POB PERS Debt Svc Alloc	8,321	4,015	-	-
001-5124-623.21-05	PERS Rate Stabilization		-	-	-
001-5124-623.22-01	LTD/Life Insurance	646	496	214	117
001-5124-623.23-01	City Contr Def Comp-401K	364	295	-	-
001-5124-623.23-02	City Contr Def Comp-457	1,455	1,181	228	234
001-5124-623.25-01	Medical Insurance	10,316	7,879	14,634	15,000
001-5124-623.25-02	Dental Insurance	1,354	1,013	290	297
001-5124-623.25-03	Vision Insurance	192	147	123	44
SALARY AND BENEFITS		137,831	122,591	201,183	205,884
				-	-
001-5124-623.35-01	Cont Svcs-Co Animal Contr	191,972	121,783	187,997	191,757
001-5124-623.36-06	Cont Svcs-Uniform Svcs		-	150	153
001-5124-623.36-08	Cont Svcs-Miscellaneous	613	300	6,000	6,120
001-5124-623.40-02	Cell Phones	145	178	205	209
001-5124-623.52-01	Office Supplies	159	200	200	204
001-5124-623.52-03	Printing/Publications		-	-	-
001-5124-623.65-01	Dues/Memberships	85	-	200	204
001-5124-623.90-03	ISF Allocation Expenses	15,059	15,100	19,478	19,825
001-5124-623.51-01	Conference/Training			4,000	4,080
OPERATING EXPENSES		208,032	137,561	218,230	222,552
				-	-
TOTAL EXPENDITURES		345,863	260,152	419,413	428,436

**CITY OF PORT HUENEME
FY 2017-18 and FY 2018-19 BUDGET**

**Parking Enforcement
General Fund**

MISSION

It is the Mission of the Parking Enforcement Division to protect public health, safety and welfare through a continuous and proactive, systematic and cooperative approach to educate and obtain compliance with state and local regulations; where cooperative efforts fail, to seek compliance through all lawful means along with recovery of enforcement costs; and to ensure public safety and well-being at the City's parks and recreation areas.

PRIMARY ACTIVITIES

- Provides Municipal Parking Enforcement, including illegal parking on public streets and private property and during street sweeping.
- Provides assistance to the Port Hueneme Police Department as needed.
- Ensures parking regulations at Port Hueneme Beach Park and on adjacent streets are adhered to.
- Assists the Port Hueneme Housing Authority by performing daily checks of Mar Vista apartments, a HUD-owned senior housing apartment complex, to help determine which residents are violating the no-smoking regulations and to observe whether transients are present in the secured building.
- Assists the Public Works Department in securing the small beach restroom in the evenings when parking enforcement staff is available.
- Assists Code Compliance Officer by proactively identifying and reporting Municipal Code violations when they are observed by Parking Enforcement Officers during their daily routine duties.
- Maintains enforcement procedures and case documentation related to City codes.

MAJOR ACCOMPLISHMENTS IN 2016-2017:

- Reorganized Code Compliance/Parking Enforcement Division due to the retirement of the Code Compliance Manager, which resulted in creating separate Code Compliance and Parking Enforcement Divisions that will be overseen by the Department's Community Development Specialists.
- Hired a new part-time Parking Enforcement Officer/Park Ranger.

MAJOR INITIATIVES 2017-18 and 2018-19

- By use of part-time Parking Enforcement Officer/Park Ranger, continue to monitor City parks and recreational areas to deter loitering, graffiti and other negative impacts to City facilities and surrounding neighborhoods.
- Research alternatives to CLETS system.

CHANGES FROM PRIOR YEAR

- Separated Parking Enforcement from Code Compliance.
- Existing Community Development Programs Manager assumed duties as Parking Enforcement Supervisor.
- Hired additional part-time Parking Enforcement Officer/Park Ranger.



■ ■ ■ City of Port Hueneme - FY 2017-18 and FY 2018-19 Budget ■ ■ ■

General Fund 001-5125		Parking Code Enforcement			
		Division Summary			
Source of Funds	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19	
General Fund	386,087	425,418	420,700	422,804	
Total Revenues	386,087	425,418	420,700	422,804	
Expenditure Description	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19	
Salaries & Benefits	204,171	187,577	240,034	241,956	
Operational Charges	67,612	44,068	81,439	82,474	
Capital Expenditures	0	0	0	0	
Allocation Charges	0	0	0	0	
ISF Charges	18,913	27,149	19,188	19,552	
Total Expenditures	290,696	258,794	340,661	343,982	
Net Appropriations	95,391	166,624	80,039	78,822	

ACCOUNT NL ACCOUNT DESC	Actuals FY 15/16	Projected FY 16/17	Projected 17-18	Projected 18/19
Parking Enforcement			-	-
001-5125-62: Full Time	75,908	74,606	93,311	95,643
001-5125-62: Part Time	54,982	49,472	61,813	63,359
001-5125-62: Overtime		347	-	-
001-5125-62: Cafeteria Earnin	7,838	8,181	10,435	10,696
001-5125-62: Longevity Pay	844	892	2,100	2,153
001-5125-62: Mgmt Benefit	300	-	-	-
001-5125-62: Car Allowance	-	-	120	-
001-5125-62: Bilingual Pay		-	-	-
001-5125-62: Annual Leave Bu	2,224	6,442	7,942	7,942
001-5125-62: Taxes FICA-Emp	8,782	7,714	10,269	9,858
001-5125-62: Taxes FICA-Emp	4,229	-	-	-
001-5125-62: Taxes Medicare-	2,054	1,804	2,249	2,306
001-5125-62: Taxes Medicare-	988	-	-	-
001-5125-62: PERS	30,056	28,685	35,710	36,603
001-5125-62: POB PERS Debt :	10,726	5,285	8,300	5,418
001-5125-62: PERS Rate Stabilization		-	-	-
001-5125-62: LTD/Life Insuran	681	646	1,039	1,065
001-5125-62: City Contr Def C	121	98	-	-
001-5125-62: City Contr Def C	485	393	917	940
001-5125-62: Medical Insuran	3,439	2,626	5,347	5,481
001-5125-62: Dental Insurance	451	337	403	413
001-5125-62: Vision Insurance	64	49	79	81
SALARY AND BENEFITS	204,171	187,577	240,034	241,956
			-	-
001-5125-62: Cont Svcs-Unifoi	101	54	203	200
001-5125-62: Cont Svcs-Misce	64,692	43,094	77,000	78,000
001-5125-62: Cell Phones	649	768	759	769
001-5125-62: Conference/Trav	200	-	1,000	1,000
001-5125-62: Office Supplies		152	152	155
001-5125-62: Printing/Publica	1,970	-	2,025	2,050
001-5125-62: Dues/Memberships		-	300	300
001-5125-62: ISF Allocation Ex	18,913	27,149	19,188	19,552
OPERATING EXPENSES	86,525	71,217	100,627	102,026
			-	-
001-5125-62: Equipment		-	-	-
001-5125-62: Vehicles		-	-	-
CAPITAL		-	-	-
			-	-
TOTAL EXPENDITURES	290,696	258,794	340,661	343,982



■■■ City of Port Hueneme - FY 2017-18 and FY 2018-19 Budget ■■■

CDBG 254-5300

CDBG

Account Summary

Source of Funds	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Revenues	98,578	80,000	80,000	80,000
Total Revenues	98,578	80,000	80,000	80,000

Description	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Salaries & Benefits	-	-	-	0
Operational Charges	98,578	80,000	80,000	80,000
Capital Expenditures	-	-	-	0
Total Expenditures	98,578	80,000	80,000	80,000

Net Appropriations	-	-	-	-
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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	Actuals FY 15/16	Projected FY 16/17	Projected 17-18	Projected 18/19
CDBG Program				-	-
254-0000-561.12-20	Urban County CDBG	98,578	80,000	80,000	160,000
TOTAL REVENUE		98,578	80,000	80,000	80,000
				-	-
254-5314-653-10-01	Grant Expenses-CDBG			25,334	25,841
254-5314-653-11-02	Grant Expenses-CDBG			871	888
254-5314-653-20-01	Grant Expenses-CDBG			239	244
254-5314-653-11-06	Grant Expenses-CDBG			1,604	1,636
254-5314-653-20-01	Grant Expenses-CDBG			375	383
254-5314-653-20-03	Grant Expenses-CDBG			4,899	4,997
254-5314-653-21-01	Grant Expenses-CDBG			225	230
254-5314-653-22-01	Grant Expenses-CDBG			2,845	2,902
254-5314-653-25-02	Grant Expenses-CDBG			213	217
254-5314-653-25-03	Grant Expenses-CDBG			41	42
254-5315-653.59-06	Code Enforcement Exp-CDBG	46,362	50,000	40,000	40,000
254-5315-653.59-18	Code Enforcement Exp-CDBG		30,000	3,354	2,621
254-5316-653.59-06	Code Enforcement Exp-CDBG	32,215	-	-	-
254-5316-653.59-18	Code Enforcement Exp-CDBG	20,000	-	-	-
OPERATING EXPENSES		98,578	80,000	80,000	80,000
				-	-
TOTAL EXPENDITURES		98,578	80,000	80,000	80,000
				-	-
REVENUE/(LOSS)		-	-	-	-

**CITY OF PORT HUENEME
FY 2017-18 and FY 2018-19 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 Code Compliance Division expenses related to the eradication of slums and blight.

MAJOR ACCOMPLISHMENTS IN 2016-2017:

- Drafted successful FY 2016-17 CDBG project proposals that were approved by the County Board of Supervisors; implemented program allocations.
- Processed Home Maintenance Incentive Rebate Program refunds totaling \$17,228.

MAJOR INITIATIVES 2017-18 and 2018-19

- Increase the number of Home Maintenance Incentive Rebate Program participants through public outreach and program marketing. Increase the maximum eligible rebate due to increased home improvement project costs. The last increase was in 2005 in the amount of \$10,000.
- Amend the Neighborhood Preservation Program guidelines to limit eligible improvements under the Residential Rehabilitation Loan Program. Due to staffing reductions, the program is currently inactive.



■ ■ ■ City of Port Hueneme - FY 2017-18 and FY 2018-19 Budget ■ ■ ■

**Neighborhood 128-5102
Preservation Fund**

**Neighborhood Preservation
Account Summary**

Source of Funds	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Revenues	27,588	3,979	931,500	6,500
Total Revenues	27,588	3,979	931,500	6,500
Expenditure Description	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Salaries & Benefits	73,405	73,306	66,293	70,652
Operational Charges	13,578	21,140	127,800	137,800
Allocation Charges	2,395	1,733	2,888	2,888
ISF Charges	7,903	7,903	6,660	6,793
Total Expenditures	97,281	104,082	203,641	218,133
Net Appropriations	(69,693)	(100,103)	727,859	(211,633)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	Actuals FY 15/16	Projected FY 16/17	Projected 17-18	Projected 18-19
Neighborhood Preservation					
128-0000-552.23-00	Loan Payoff Interest	5,023	-	5,000	5,000
128-0000-552.24-00	Interest	4,063	3,000	500	500
128-0000-584.00-00	Miscellaneous Revenues	12,302	979	1,000	1,000
128-0000-584.00-00	Loan Payoff Revenue	6,200		-	
128-0000-581.14-00	In-Lieu Fee			925,000	-
TOTAL REVENUE		27,588	3,979	931,500	6,500
SALARIES AND BENEFITS					
128-5102-651.10-01	Full Time	38,441	41,406	32,134	32,938
128-5102-651.11-02	Cafeteria Earnings	2,035	1,674	1,044	1,070
128-5102-651.11-03	Longevity Pay	1,349	1,668	1,349	1,383
128-5102-651.11-04	Mgmt Benefit	600	-	-	-
128-5102-651.11-09	Annual Leave Buyout	2,224	687	2,200	2,255
128-5102-651.20-01	Taxes FICA-Employer	2,987	2,774	2,720	2,968
128-5102-651.20-02	Taxes FICA-Employee	2,353	-	-	-
128-5102-651.20-03	Taxes Medicare-Employer	699	649	677	694
128-5102-651.20-04	Taxes Medicare-Employee	550	-	-	-
128-5102-651.21-01	PERS	13,018	17,125	15,474	18,323
128-5102-651.21-04	POB PERS Debt Svc Alloc	4,519	2,265	2,265	2,322
128-5102-651.21-05	PERS Rate Stabilization		-	-	-
128-5102-651.22-01	LTD/Life Insurance	365	365	256	322
128-5102-651.23-02	City Contr Def Comp-457	961	1,000	803	823
128-5102-651.25-01	Medical Insurance	3,087	3,379	7,113	7,291
128-5102-651.25-02	Dental Insurance	169	265	222	228
128-5102-651.25-03	Vision Insurance	49	49	35	36
SALARIES AND BENEFITS		73,405	73,306	66,293	70,652
OPERATING EXPENSES					
128-5102-651.36-08	Cont Svcs-Miscellaneous	767	1,000	1,200	2,300
128-5102-651.41-02	Rental Loss		-	-	-
128-5102-651.51-01	Conference/Travel		-	-	-
128-5102-651.52-01	Office Supplies	37	140	400	500
128-5102-651.52-02	Postage		-	-	-
128-5102-651.52-03	Printing		-	1,200	-
128-5102-651.52-04	Advertising		-	-	-
128-5102-651.58-20	Rehab Loans		-	100,000	100,000
128-5102-651.58-21	Rehab Rebate Payments	12,775	20,000	25,000	35,000
128-5102-651.58-22	Relocation Expense		-	-	-
128-5102-651.65-02	Publications		-	-	-
128-5102-651.90-01	Cost Allocation	2,395	1,733	2,888	2,888
128-5102-651.90-03	ISF Allocation Expenses	7,903	7,903	6,660	6,793
OPERATING EXPENSES		23,876	30,776	137,348	147,481
TOTAL EXPENDITURES		97,281	104,082	203,641	218,133

CITY OF PORT HUENEME

Police

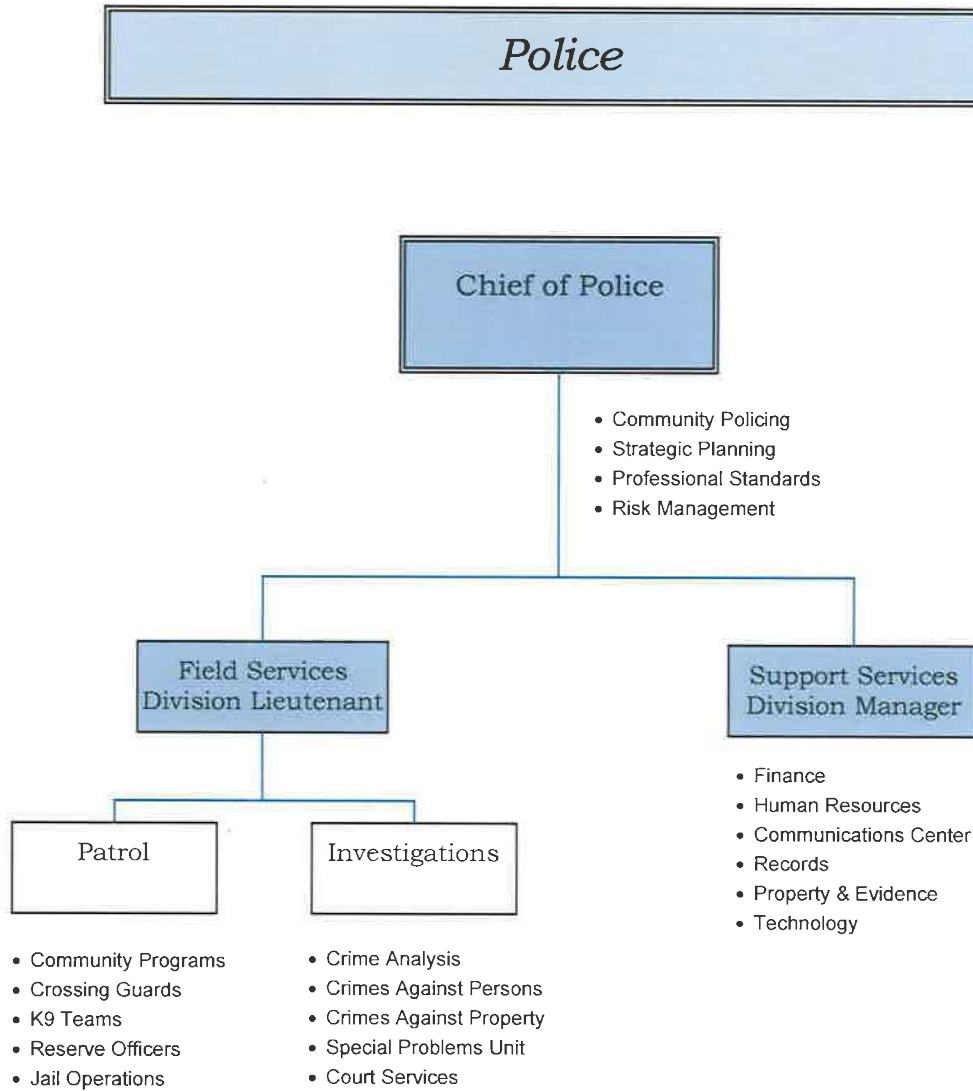
General Fund



The Mission of the Port Hueneme Police Department is to provide dedicated police service at the highest level to all persons within our community, utilizing fairness, equality, justice, and honor.

"The Friendly City by the Sea"

City of Port Hueneme



Organization Chart

**CITY OF PORT HUENEME
FY 2017-18 and FY 2018-19 BUDGET**

**Police Department
General Fund**

MISSION

The Port Hueneme Police Department's Mission Statement is *Serving the Community with Pride and Professionalism*. We will continue to provide quality service and protection to the community while encouraging innovative and proactive problem solving.

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.
- 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.

MAJOR ACCOMPLISHMENTS IN 2016-2017:

- 10% reduction in crime from calendar year 2016 – 2017. Fifty-two fewer Part I Crimes.
- Increased the value of the Reserve Officer Program by sending three (3) Level II Reserve Officers to the Level I Police Academy.

- Re-negotiated the remaining two “one-year” options to a cost-sharing contract with the Hueneme School District for crossing guard services, resulting in a general fund savings of approximately \$25,000 in FY 16-17 and \$25,000 in FY 17-18.
- Obtained a \$13,069 EMPG sub-grant for the purchase of furniture and computer equipment to assist with EOC upgrade.
- Achieved 100% training compliance and background investigation compliance during annual POST audit.
- Purchased a Beach Utility Vehicle to assist with beach patrol operations.

MAJOR INITIATIVES 2017-18 and 2018-19

- 15% crime reduction from calendar years 2017-2019.
- Community Engagement through various social media platforms including Facebook and Nextdoor.com
- Update and revise Police Department Website
- Complete revision and update of Department Policy Manual, Investigations Manual, and Field Training Manual.
- Remodel customer service window in Police Department lobby.
- Transition to a “paperless” reporting system and electronic subpoena system.
- Creation and implementation of a “Citizen Corps. Emergency Preparedness Program” along with the development and distribution of Emergency Preparedness Booklets.
- Financial and organizational re-investment into Police Explorer and Reserve Training Programs.
- Adoption of policies, procedures, and protocols for Medicinal Marijuana regulation and enforcement

CHANGES FROM PRIOR YEAR

- Hiring of Police Chief, full-time Dispatcher, and part-time Support Services Technician



■■■ City of Port Hueneme - FY 2017-18 and FY 2018-19 Budget ■■■

General Fund		Police Department		
		Department Overview		
Source of Funds	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
General Fund	189,930	133,165	50,100	158,751
Total Revenues	189,930	133,165	158,500	158,751
Expenditure Description	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Salaries & Benefits	6,194,961	5,793,535	6,093,616	6,250,428
Operational Charges	361,777	308,219	331,010	326,644
Capital Expenditures	13,460	73,904	79,500	62,424
Allocation Charges	0	0	0	0
ISF Charges	704,802	778,046	712,725	726,231
Total Expenditures	7,275,000	6,953,704	7,216,851	7,365,726
Net Appropriations	(7,275,000)	(6,953,704)	(7,216,851)	(7,365,726)
Authorized Positions:				
Police Chief*	1.00	1.00	1.00	1.00
Police Support Svcs. Div. Mgr.	1.00	1.00	1.00	1.00
Police Lieutenant	1.00	0.00	0.00	0.00
Commander	0.00	1.00	1.00	1.00
Police Sergeant	4.00	4.00	4.00	4.00
Police Sergeant/Investigations	1.00	1.00	1.00	1.00
Senior Police Officer	4.00	4.00	4.00	4.00
Police Officer	8.00	8.00	8.00	8.00
Police Officer/Investigations	3.00	3.00	3.00	3.00
Senior Police Comm Officer	1.00	1.00	1.00	1.00
Police Comm Officer	4.00	3.00	2.00	4.00
Police Comm Officer PT - (1)	0.50	0.00	0.50	0.50
Property & Evidence Supervisor	1.00	1.00	1.00	1.00
Police Support Svcs. Officer Part-Time.	1.75	1.75	0.00	0.00
Police Supp Svcs Tech PT - (3)	0.00	0.00	1.00	1.00
Sr. Police Records Technician	1.00	1.00	1.00	1.00
Court Liaison PT (0)	0.00	0.00	0.50	0.50
Crossing Guard PT - (0)	0.00	0.00	0.00	0.00
Park Ranger PT - (7)	0.50	5.00	1.20	1.20
Total	32.75	35.75	31.20	31.20



■ ■ ■ City of Port Hueneme - FY 2017-18 and FY 2018-19 Budget ■ ■ ■

General Fund 001-2101		Police Administration			
		Division Summary			
Source of Funds	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19	
General Fund	27,637	1,000	20,000	20,100	
Total Revenues	27,637	1,000	20,000	20,100	
Expenditure Description	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19	
Salaries & Benefits	294,114	400,922	656,634	675,354	
Operational Charges	100,407	155,808	125,791	149,842	
Capital Expenditures	13,460	16,046	29,500	11,424	
Allocation Charges	0	0	0	0	
ISF Charges	42,819	42,800	54,469	55,443	
Total Expenditures	450,799	615,576	866,394	892,063	
Net Appropriations	(423,162)	(614,576)	(846,394)	(871,963)	

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	Actuals FY 15/16	Projected FY 16/17	Projected 17-18	Projected 18-19
Police Administration					
001-2101-621.10-01	Full Time	173,977	242,856	402,418	412,478
001-2101-621.11-02	Cafeteria Earnings	8,396	8,144	9,037	9,263
001-2101-621.11-03	Longevity Pay	1,714	4,488	6,000	6,150
001-2101-621.11-04	Mgmt Benefit	-	-	-	-
001-2101-621.11-09	Annual Leave Buyout	3,647	-	6,000	6,150
001-2101-621.20-01	Taxes FICA-Employer	11,999	15,057	22,476	23,038
001-2101-621.20-02	Taxes FICA-Employee	8,365	-	-	-
001-2101-621.20-03	Taxes Medicare-Employer	2,806	3,521	5,821	5,967
001-2101-621.20-04	Taxes Medicare-Employee	1,956	-	-	-
001-2101-621.21-01	PERS	51,092	92,710	153,623	159,768
001-2101-621.21-04	POB PERS Debt Svc Alloc	10,355	5,189	5,189	5,319
001-2101-621.21-05	PERS Rate Stabilization	-	-	-	-
001-2101-621.21-06	PD Retiree Health Reimb	6,113	6,192	6,600	6,765
001-2101-621.22-01	LTD/Life Insurance	1,381	1,835	2,147	2,201
001-2101-621.23-01	City Contr Def Comp-401K	3,913	5,198	5,974	6,123
001-2101-621.23-02	City Contr Def Comp-457	-	446	3,269	3,351
001-2101-621.25-01	Medical Insurance	7,780	14,816	27,553	28,242
001-2101-621.25-02	Dental Insurance	236	-	-	-
001-2101-621.25-03	Vision Insurance	383	469	527	540
SALARY AND BENEFITS		294,114	400,922	656,634	675,354
001-2101-621.36-08	Cont Svcs-Miscellaneous	90,869	138,790	116,438	117,893
001-2101-621.40-02	Cell Phones	-	678	2,800	1,000
001-2101-621.51-01	Conference/Travel	2,953	1,986	506	513
001-2101-621.51-10	Training-POST	681	2,000	2,025	2,050
001-2101-621.52-01	Office Supplies	1,353	2,800	1,519	1,538
001-2101-621.52-03	Printing/Publications	1,850	1,950	506	513
001-2101-621.58-12	Misc Expenditures	2,157	5,800	2,835	2,870
001-2101-621.61-04	Clothing Expense/Reimb	-	1,704	253	256
001-2101-621.64-05	Investigation Expenses	75	-	-	-
001-2101-621.65-01	Dues/Memberships	469	100	709	718
001-2101-621.90-03	ISF Allocation Expenses	42,819	42,800	54,469	55,443
OPERATING EXPENSES		143,226	198,608	180,260	205,285
001-2101-621.70-03	Office Equip/Furniture	13,460	16,046	29,500	11,424
CAPITAL		13,460	16,046	29,500	11,424
TOTAL EXPENDITURES		450,799	615,576	866,394	892,063



■ ■ ■ City of Port Hueneme - FY 2017-18 and FY 2018-19 Budget ■ ■ ■

General Fund 001-2102

Police Patrol/ Investigations

Division Summary

Source of Funds	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
General Fund	35,422	22,165	30,100	30,251
Total Revenues	35,422	22,165	30,100	30,251

Expenditure Description	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Salaries & Benefits	4,966,227	4,603,361	4,594,558	4,722,084
Operational Charges	162,725	83,642	119,898	90,206
Capital Expenditures	0	57,858	50,000	51,000
Allocation Charges	0	0	0	0
ISF Charges	600,015	672,000	606,036	617,523
Total Expenditures	5,728,968	5,416,861	5,370,492	5,480,813

Net Appropriations	(5,693,546)	(5,394,696)	(5,340,392)	(5,450,562)
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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	Actuals FY 15/16	Projected FY 16/17	Projected 17-18	Projected 18-19
Patrol/Investigations					
001-2102-621.10-01	Full Time	2,055,572	1,991,603	1,954,933	2,003,806
001-2102-621.10-02	Part Time		253	10,353	-
001-2102-621.10-03	Overtime	441,182	438,423	460,000	483,759
001-2102-621.10-04	Standby	29,606	31,109	20,971	21,506
001-2102-621.11-01	Education Incentive	209,716	211,054	210,610	212,391
001-2102-621.11-02	Cafeteria Earnings	32,281	37,047	33,115	33,943
001-2102-621.11-03	Longevity Pay	97,621	94,861	108,703	111,475
001-2102-621.11-06	Bilingual Premium	4,705	4,571	4,680	4,797
001-2102-621.11-07	Detective Premium	42,596	46,511	42,259	44,650
001-2102-621.11-09	Annual Leave Buyout	72,574	32,803	59,787	61,311
001-2102-621.11-10	Compensatory Leave Buyout	22,939	38,918	20,000	20,000
001-2102-621.20-01	Taxes FICA-Employer	140,718	152,606	129,345	132,579
001-2102-621.20-02	Taxes FICA-Employee	91,413	-	-	-
001-2102-621.20-03	Taxes Medicare-Employer	43,178	35,690	30,604	31,369
001-2102-621.20-04	Taxes Medicare-Employee	31,650	-	-	-
001-2102-621.21-01	PERS	783,780	939,635	933,859	971,213
001-2102-621.21-04	POB PERS Debt Svc Alloc	606,487	303,694	303,694	311,286
001-2102-621.21-05	PERS Rate Stabilization		-	-	-
001-2102-621.21-06	PD Retiree Health Reimb	17,260	16,489	17,500	17,500
001-2102-621.22-01	LTD/Life Insurance	16,440	15,316	15,550	15,939
001-2102-621.25-01	Medical Insurance	190,462	178,296	205,634	210,775
001-2102-621.25-02	Dental Insurance	20,688	19,301	18,636	19,102
001-2102-621.25-03	Vision Insurance	3,714	3,489	3,465	3,552
001-2102-621.26-01	Uniform Allowance	11,645	11,692	10,860	11,132
SALARY AND BENEFITS		4,966,227	4,603,361	4,594,558	4,722,084
001-2102-621.35-05	Cont Svcs-Radio Services	30,237	24,679	22,781	23,066
001-2102-621.36-08	Cont Svcs-Miscellaneous	92,407	11,100	11,239	11,379
001-2102-621.36-18	Cont Svcs-Car Wash	270	137	300	300
001-2102-621.40-02	Cell Phones	1,160	1,181	12,116	1,333
001-2102-621.51-01	Conference/Travel	578	700	21,013	1,025
001-2102-621.51-10	Training-POST	3,636	5,000	5,063	5,126
001-2102-621.52-01	Office Supplies	3,485	4,300	3,949	3,998
001-2102-621.52-03	Printing/Publications	1,854	2,000	2,025	2,050
001-2102-621.58-12	Misc Expenditures	50	-	-	-
001-2102-621.61-04	Clothing Expense/Reimb	4,524	4,950	6,075	6,151
001-2102-621.64-01	Firearms/Weapons	7,158	13,700	12,656	12,814
001-2102-621.64-02	K-9 Program Supplies	3,805	3,250	4,860	4,921
001-2102-621.64-05	Investigation Expenses	6,748	7,000	7,088	7,176
001-2102-621.64-07	Police Equipment	6,813	5,645	10,733	10,867
001-2102-621.65-01	Dues/Memberships		-	-	-
001-2102-621.90-03	ISF Allocation Expenses	600,015	672,000	606,036	617,523
OPERATING EXPENSES		762,741	755,642	725,934	707,729
001-2102-621.70-04	Structures/Improvements		-	-	-
001-2102-621.70-05	Vehicles		57,858	50,000	51,000
CAPITAL		-	57,858	50,000	51,000
TOTAL EXPENDITURES		5,728,968	5,416,861	5,370,492	5,480,813



■ ■ ■ City of Port Hueneme - FY 2017-18 and FY 2018-19 Budget ■ ■ ■

General Fund 001-2104

Police Support Services

Division Summary

Expenditure Description	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Salaries & Benefits	931,064	781,118	828,694	846,089
Operational Charges	15,596	10,460	15,351	15,542
Capital Expenditures	0	0	0	0
Allocation Charges	0	0	0	0
ISF Charges	61,968	63,246	52,220	53,265
Total Expenditures	1,008,628	854,824	896,265	914,896

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	Actuals FY 15/16	Projected FY 16/17	Projected 17-18	Projected 18-19
Police Support					
001-2104-621.10-01	Full Time	432,337	335,109	346,726	353,661
001-2104-621.10-02	Part Time	43,550	32,066	42,244	43,322
001-2104-621.10-03	Overtime	73,926	70,450	78,297	80,293
001-2104-621.10-04	Standby	254	-	200	200
001-2104-621.11-01	Education Incentive	30,155	25,564	24,850	25,471
001-2104-621.11-02	Cafeteria Earnings	12,878	2,031	2,500	2,563
001-2104-621.11-03	Longevity Pay	16,764	14,338	16,921	17,352
001-2104-621.11-09	Annual Leave Buyout	455	9,268	10,000	10,000
001-2104-621.11-10	Compensatory Leave Buyout	524	-	360	360
001-2104-621.20-01	Taxes FICA-Employer	37,437	27,133	28,971	29,550
001-2104-621.20-02	Taxes FICA-Employee	22,133	-	-	-
001-2104-621.20-03	Taxes Medicare-Employer	8,756	6,346	6,775	6,911
001-2104-621.20-04	Taxes Medicare-Employee	5,176	-	-	-
001-2104-621.21-01	PERS	118,904	167,063	178,379	181,947
001-2104-621.21-04	POB PERS Debt Svc Alloc	54,449	27,285	27,285	27,971
001-2104-621.21-05	PERS Rate Stabilization	-	-	-	-
001-2104-621.21-06	PD Retiree Health Reimb	634	900	-	-
001-2104-621.22-01	LTD/Life Insurance	3,518	3,251	3,334	3,401
001-2104-621.23-01	City Contr Def Comp-401K	-	-	-	-
001-2104-621.23-02	City Contr Def Comp-457	-	-	-	-
001-2104-621.25-01	Medical Insurance	62,245	54,513	55,902	57,020
001-2104-621.25-02	Dental Insurance	2,560	1,968	2,018	2,058
001-2104-621.25-03	Vision Insurance	653	593	608	620
001-2104-621.26-01	Uniform Allowance	3,755	3,240	3,323	3,389
SALARY AND BENEFITS		931,064	781,118	828,694	846,089
001-2104-621.35-05	Cont Svs-Radio Services	149	-	-	-
001-2104-621.36-08	Cont Svcs-Miscellaneous	1,280	1,100	2,228	2,255
001-2104-621.40-02	Cell Phones	194	200	203	205
001-2104-621.51-01	Conference/Travel	1,122	700	2,531	2,563
001-2104-621.51-10	Training-POST	5,410	2,500	2,531	2,563
001-2104-621.52-01	Office Supplies	1,918	2,000	1,519	1,538
001-2104-621.52-03	Printing/Publications	938	1,000	1,013	1,025
001-2104-621.61-04	Clothing Expense/Reimb	3,027	1,600	3,038	3,075
001-2104-621.64-06	Explorer Program Expenses	174	510	506	513
001-2104-621.64-07	Police Equipment	1,288	700	1,519	1,538
001-2104-621.65-01	Dues/Memberships	95	150	263	267
001-2104-621.90-03	ISF Allocation Expenses	61,968	63,246	52,220	53,265
OPERATING EXPENSES		77,564	73,706	67,571	68,807
TOTAL EXPENDITURES		1,008,628	854,824	896,265	914,896



■ ■ ■ City of Port Hueneme - FY 2017-18 and FY 2018-19 Budget ■ ■ ■

General Fund 001-2105

**Crossing Guards
Division Summary**

Expenditure Description	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Salaries & Benefits	0	0	0	0
Operational Charges	61,524	54,959	53,663	54,333
Capital Expenditures	0	0	0	0
Allocation Charges	0	0	0	0
ISF Charges				
Total Expenditures	61,524	54,959	53,663	54,333

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	Actuals FY 15/16	Projected FY 16/17	Projected 17-18	Projected 18-19
Crossing Guards					
001-2105-621.36-08	Cont Svcs-Miscellaneous	60,006	54,793	53,663	54,333
001-2105-621.50-07	Unemployment Insurance	1,518	166	-	-
OPERATING EXPENSES		61,524	54,959	53,663	54,333
TOTAL EXPENDITURES		61,524	54,959	53,663	54,333



■■■ City of Port Hueneme - FY 2017-18 and FY 2018-19 Budget ■■■

General Fund 001-2106

**Reserves Program
Division Summary**

Expenditure Description	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Salaries & Benefits	3,556	8,134	13,730	6,900
Operational Charges	21,524	3,350	16,307	16,721
Capital Expenditures	0	0	0	0
ISF Charges				
Total Expenditures	25,081	11,484	30,037	23,621

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	Actuals FY 15/16	Projected FY 16/17	Projected 17-18	Projected 18-19
Reserves Program					-
001-2106-621.10-02	Part Time	3,171	5,578	11,615	11,847
001-2106-621.20-01	Taxes FICA-Employer	199	346	286	293
001-2106-621.20-02	Taxes FICA-Employee	31	-	-	-
001-2106-621.20-03	Taxes Medicare-Employer	47	81	67	69
001-2106-621.20-04	Taxes Medicare-Employee	7	-	-	-
001-2106-621.21-01	PERS	101	2,129	1,762	1,806
SALARY AND BENEFITS		3,556	8,134	13,730	6,900
					-
001-2106-621.36-08	Cont Svcs-Miscellaneous	10,109	-	6,153	6,310
001-2106-621.51-01	Conference/Travel	2,579	500	3,077	3,155
001-2106-621.52-01	Office Supplies	190	350	308	315
001-2106-621.58-24	Medical Expense	750	-	513	526
001-2106-621.61-04	Clothing Expense/Reimb	6,561	2,500	4,615	4,732
001-2106-621.64-07	Police Equipment	1,336	-	1,641	1,683
OPERATING EXPENSES		21,524	3,350	16,307	16,721
					-
TOTAL EXPENDITURES		25,081	11,484	30,037	23,621



■■■ City of Port Hueneme - FY 2017-18 and FY 2018-19 Budget ■■■

COPS Grant Fund 205-2110

**COPS Grant
Account Summary**

Source of Funds	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Revenues	116,402	100,000	100,000	100,000
Total Revenues	116,402	100,000	100,000	100,000

Expenditure
Description

Salaries & Benefits	-	-	-	-
Operational Charges	-	-	-	-
Operating Transfer Out	116,402	100,000	100,000	100,000
Total Expenditures	116,402	100,000	100,000	100,000

Net Appropriations

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	Actuals FY 15/16	Adopted FY 16/17	Projected 17-18	Projected 18-19
COPS Grant					
205-0000-562.21-11	Cops Grant	116,402	100,000	100,000	100,000
TOTAL REVENUE		116,402	100,000	100,000	100,000
205-2110-621.90-20	Operating Transfer Out	116,402	100,000	100,000	100,000
OPERATING EXPENSES		116,402	100,000	100,000	100,000
TOTAL EXPENDITURES		116,402	100,000	100,000	100,000
REVENUE/(LOSS)		-	-	-	-



■ ■ ■ City of Port Hueneme - FY 2017-18 and FY 2018-19 Budget ■ ■ ■

Traffic Safety Fund 206-2117

**Traffic Safety
Division Summary**

Source of Funds	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Traffic Safety Fund	10,469	10,000	8,400	8,400
Total Revenues	10,469	10,000	8,400	8,400

**Expenditure
Description**

Salaries & Benefits	-	-	-	-
Operational Charges	-	-	-	-
Operating Transfer Out	12,001	10,000	8,400	8,400
Total Expenditures	12,001	10,000	8,400	8,400

Net Appropriations	(1,532)	-	-	-
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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	Actuals FY 15/16	Adopted FY 16/17	Projected 17-18	Projected 18-19
Traffic Safety Fund					
206-0000-531.10-00	Court Fines	10,469	10,000	8,400	8,400
TOTAL REVENUE		10,469	10,000	8,400	8,400
206-2117-621.90-20	Operating Transfer Out	12,001	10,000	8,400	8,400
OPERATING EXPENSES		12,001	10,000	8,400	8,400
TOTAL EXPENDITURES		12,001	10,000	8,400	8,400
REVENUE/(LOSS)		(1,532)	-	-	-

CITY OF PORT HUENEME

Recreation/Community Services

General Fund

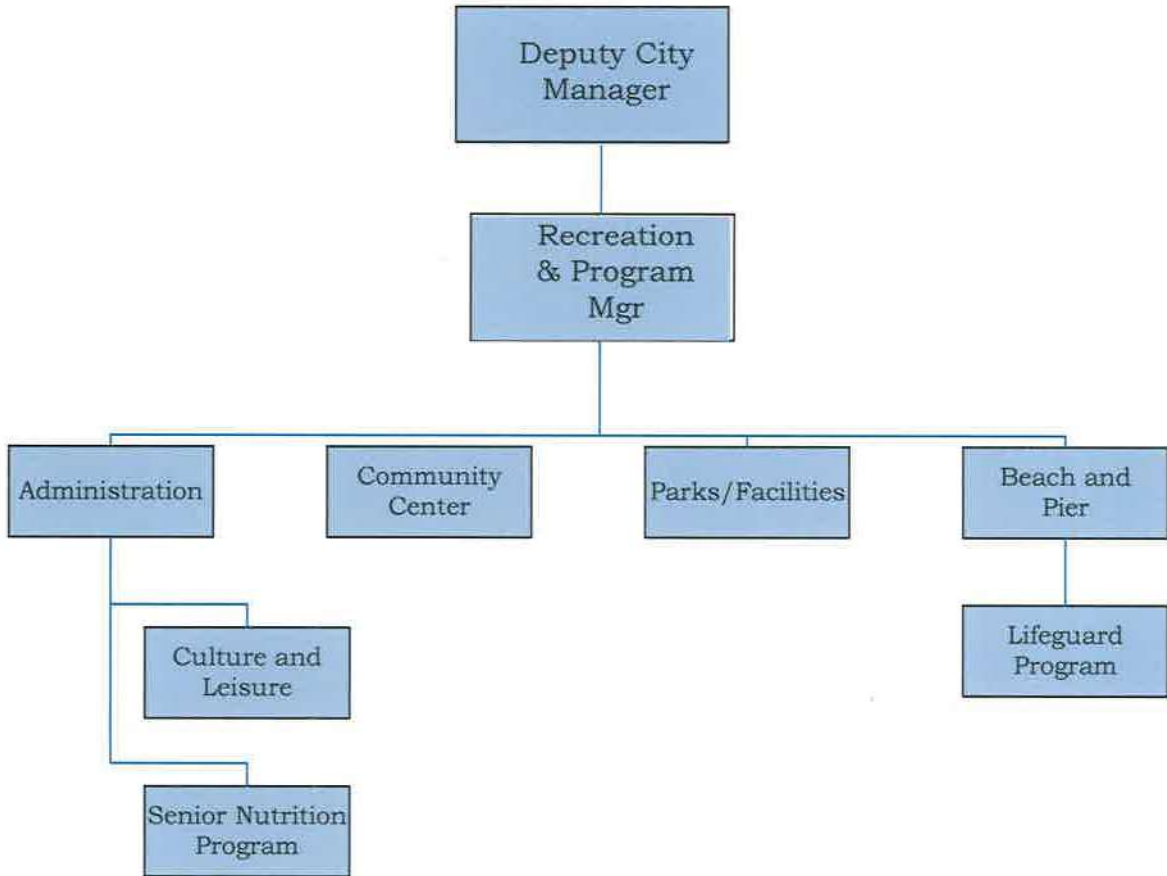


The Mission of the Recreation and Community Services Department is to foster human development, increase cultural unity, strengthen community image and sense of place, support economic development, strengthen safety and security, promote health and wellness, protect environmental resources, facilitate community problem solving, and provide recreational experiences. This Department strives to create community through people, parks and programs.

"The Friendly City by the Sea"

City of Port Hueneme

Recreation & Community Services



Organization Chart

**CITY OF PORT HUENEME
FY 2017-2018 and FY 2018-2019 BUDGET**

**Recreation Programs
General Fund**

MISSION

The Mission of the Recreation Department Division 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 2016-2017:

- 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 and Distinguished Speaker Series, Memorial Day and Veteran Day event.
- Successful beach events: NBVC FCPOA and PHPD Reserves Car Show; Copa Cabana Soccer Tournament.
- First Annual Youth Involvement Fair hosted at the Community Center provided by volunteer efforts.

MAJOR INITIATIVES 2017-18 and 2018-19

- Revitalization of Moranda Park sport facility. Resurfacing of tennis and pickle ball courts.
- Applying for grant for revitalization of Bubbling Springs Park baseball facility.
- Install competition size volleyball nets/courts at the Beach for competition and seek a possible tournament.
- Seek community input and implement a community demonstration garden at the Museum.

CHANGES FROM PRIOR YEAR

- None



■■■ City of Port Hueneme - FY 2017-18 and FY 2018-19 Budget ■■■

General Fund

Recreation & Community Svcs.

Department Overview

Direct Revenue	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Revenues	135,929	100,018	112,700	112,951
Total Revenues	135,929	100,018	112,700	112,951
Expenditure Description	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Salaries & Benefits	450,838	387,634	417,141	405,481
Operational Charges	201,715	82,261	116,731	117,619
Capital Expenditures	38,900	18,128	10,000	130,000
Internal Service Fund Charges	88,759	90,270	86,855	88,517
Total Expenditures	780,212	578,293	630,727	741,617
Net Appropriations	644,284	478,275	518,027	628,666

Authorized Positions:

Recreation & Comm Svcs Dir	0.00	0.00	0.00	0.00
Recreation & Comm Svcs Mgr	1.00	0.00	1.00	1.00
Rec & Comm Svcs Specialist	1.00	1.00	0.25	0.25
Facilities Maintenance Tech	0.80	0.80	0.00	0.00
Recreation Attendant PT (2)	0.50	0.00	1.00	1.00
Custodian PT - (1)	0.50	0.50	0.50	0.50
Head Life Guard P/T	0.00	0.00	0.50	0.50
Lifeguard PT - (16)	2.50	4.25	4.00	4.00
Jr. Lifeguard PT - (1)	1.00	0.00	0.50	0.50
Total	7.30	6.55	7.75	7.75



■ ■ ■ City of Port Hueneme - FY 2017-18 and FY 2018-19 Budget ■ ■ ■

General Fund 001-4181

Recreation Administration

Division Summary

Expenditure Description	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Salaries & Benefits	14,715	0	68,758	70,640
Operational Charges	2,828	2,900	5,606	3,143
Internal Service Fund Charges	7,568	7,568	6,377	6,505
Total Expenditures	25,110	10,468	80,741	80,288

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	Actuals FY 15/16	Projected FY 16/17	Projected 17-18	Projected 18-19
Recreation Administration					
001-4181-641.10-01	Full Time Wages			43,928	45,026
001-4181-641.11-05	Car Allowance			120	120
001-4181-641.20-01	Fica Employer			2,087	2,139
001-4181-641.20-03	Medicare Employer			1,274	1,306
001-4181-641.21-01	Benefits/PERS	7,799		16,811	17,484
001-4181-641.21-04	POB PERS Debt Svc Alloc	6,916	-	3,458	3,458
001-4181-641.22-01	Life Ins			58	59
001-4181-641.23-02	Def Comp 457			228	234
001-4181-641.25-01	Medical			723	741
001-4181-641.25-02	Dental			58	59
001-4181-641.25-03	Vision			13	13
SALARY AND BENEFITS		14,715	-	68,758	70,640
001-4181-641.36-08	Cont Svcs-Miscellaneous	2,500	2,900	2,936	2,973
001-4181-641.51-01	Conference/Training			2,500	
001-4181-641.52-02	Postage		-	-	-
001-4181-641.52-03	Printing/Publications		-	-	-
001-4181-641.53-02	Community Promotions		-	-	-
001-4181-641.58-12	Misc Expenditures	114	-	-	-
001-4181-641.61-11	Misc Supplies	44	-	-	-
001-4181-641.65-01	Dues/Memberships	170	-	170	170
001-4181-641.90-03	ISF Allocation Expenses	7,568	7,568	6,377	6,505
OPERATING EXPENSES		10,396	10,468	11,983	9,648
TOTAL EXPENDITURES		25,110	10,468	80,741	80,288



■■■ City of Port Hueneme - FY 2017-18 and FY 2018-19 Budget ■■■

General Fund 001-4182		Community Center Division Summary		
	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Direct Revenue				
General Fund	63,853	52,200	52,300	52,551
Total Revenues	63,853	52,200	52,300	52,551
<hr/>				
Expenditure Description	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Salaries & Benefits	240,444	196,971	140,530	121,551
Operational Charges	41,374	34,209	47,070	47,070
Capital Expenditures	0	0	0	0
Internal Service Fund Charges	22,702	22,702	19,130	19,513
Total Expenditures	304,520	253,882	206,730	188,134
Net Appropriations	(240,667)	(201,682)	(154,430)	(135,583)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	Actuals FY 15/16	Projected FY 16/17	Projected 17-18	Projected 18-19
Community Center					
001-4182-641.10-01	Full Time	100,240	99,703	56,256	57,662
001-4182-641.10-02	Part Time	28,473	14,730	32,249	25,066
001-4182-641.10-03	Overtime	6,450	2,625	1,500	1,500
001-4182-641.11-02	Cafeteria Earnings	6,836	7,768	-	-
001-4182-641.11-03	Longevity Pay	3,490	3,490	3,578	-
001-4182-641.11-09	Annual Leave Buyout	3,835	3,190	12,835	3,270
001-4182-641.20-01	Taxes FICA-Employer	9,478	7,517	3,006	2,617
001-4182-641.20-02	Taxes FICA-Employee	6,637	-	-	-
001-4182-641.20-03	Taxes Medicare-Employer	2,216	1,758	739	649
001-4182-641.20-04	Taxes Medicare-Employee	1,552	-	-	-
001-4182-641.21-01	PERS	47,082	38,156	22,039	22,390
001-4182-641.21-04	POB PERS Debt Svc Alloc	11,121	5,573	5,573	5,573
001-4182-641.22-01	LTD/Life Insurance	928	910	158	162
001-4182-641.25-01	Medical Insurance	11,652	11,097	2,417	2,477
001-4182-641.25-02	Dental Insurance	256	256	136	139
001-4182-641.25-03	Vision Insurance	198	198	43	44
SALARY AND BENEFITS		240,444	196,971	140,530	121,551
001-4182-641.36-08	Cont Svcs-Miscellaneous	12,613	11,600	11,600	11,600
001-4182-641.36-10	Cont Svcs-Alarm Services	2,594	2,500	2,500	2,500
001-4182-641.40-01	Utilities	12,987	11,097	15,000	15,000
001-4182-641.51-01	Conference/Travel	-	-	2,500	2,500
001-4182-641.53-03	Special Events	2,851	2,000	2,000	2,000
001-4182-641.61-02	Building Maint Supplies	4,821	2,462	5,500	5,500
001-4182-641.61-04	Clothing Expense/Reimb	156	800	800	800
001-4182-641.61-11	Misc Supplies	5,182	3,581	7,000	7,000
001-4182-641.65-01	Dues/Memberships	170	170	170	170
001-4182-641.90-03	ISF Allocation Expenses	22,702	22,702	19,130	19,513
OPERATING EXPENSES		64,076	56,911	66,200	66,583
001-4182-641.70-04	Structures/Improvements	-	-	-	-
CAPITAL		-	-	-	-
TOTAL EXPENDITURES		304,520	253,882	206,730	188,134



■ ■ ■ City of Port Hueneme - FY 2017-18 and FY 2018-19 Budget ■ ■ ■

General Fund 001-4183

**Parks and Facilities
Division Summary**

Direct Revenue	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
General Fund	3,688	3,604	1,500	1,500
Total Revenues	3,688	3,604	1,500	1,500
Expenditure Description	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Salaries & Benefits	0	0	0	0
Operational Charges	24,133	23,064	33,200	33,864
Capital Expenditures	5,684	1,558	10,000	90,000
Total Expenditures	29,817	24,622	43,200	123,864
Net Appropriations	(26,129)	(21,018)	(41,700)	(122,364)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	Actuals FY 15/16	Projected FY 16/17	Projected 17-18	Projected 18-19
Parks/Facilities					
001-4183-641.36-08	Cont Svcs-Miscellaneous	3,400	-	4,200	4,284
001-4183-641.36-10	Cont Svcs-Alarm Services	1,398	1,300	1,300	1,326
001-4183-641.40-01	Utilities	14,508	12,064	18,000	18,360
001-4183-641.53-04	Museum Expenses	2,194	3,000	3,000	3,060
001-4183-641.61-11	Misc Supplies	2,633	6,700	6,700	6,834
OPERATING EXPENSES		24,133	23,064	33,200	33,864
Capital					
001-4183-641.70-04	Structures/Improvements	5,684	1,558	10,000	90,000
CAPITAL		5,684	1,558	10,000	90,000
TOTAL EXPENDITURES		29,817	24,622	43,200	123,864



■ ■ ■ City of Port Hueneme - FY 2017-18 and FY 2018-19 Budget ■ ■ ■

General Fund 001-4185

**Culture and Leisure
Division Summary**

Description

Salaries & Benefits	0	0	0	0
Operational Charges	108,736	5,009	5,400	5,400
Capital Expenditures	0	0	0	0
Total Expenditures	108,736	5,009	5,400	5,400

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	Actuals FY 15/16	Projected FY 16/17	Projected 17-18	Projected 18-19
Culture/Leisure					
001-4185-641.36-08	Cont Svcs-Miscellaneous	11,015	1,909	-	-
001-4185-641.36-12	Cont Svcs-Senior	5,520	3,100	5,400	5,400
001-4185-641.53-05	Beach Festival Expenses	81,571	-	-	-
001-4185-641.53-07	Senior Programs	4,291	-	-	-
001-4185-641.53-09	Community Center Dance	6,338	-	-	-
OPERATING EXPENSES		108,736	5,009	5,400	5,400
TOTAL EXPENDITURES		108,736	5,009	5,400	5,400



■ ■ ■ City of Port Hueneme - FY 2017-18 and FY 2018-19 Budget ■ ■ ■

General Fund 001-4186		Lifeguards/Jr. Lifeguards Division Summary		
	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Direct Revenue				
General Fund	50,270	27,714	38,800	38,800
Total Revenues	50,270	27,714	38,800	38,800
Expenditure Description	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Salaries & Benefits	195,679	190,663	207,853	213,290
Operational Charges	24,645	17,078	25,455	28,142
Capital Expenditures	33,216	16,570	0	40,000
Internal Service Fund Charges	58,489	60,000	61,348	62,499
Total Expenditures	312,029	284,311	294,656	343,931
Net Appropriations	(261,759)	(256,597)	(255,856)	(305,131)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	Actuals FY 15/16	Projected FY 16/17	Projected 17-18	Projected 18-19
Lifeguards/Jr. Lifeguards					
001-4186-622.10-01	Full Time	234			-
001-4186-622.10-02	Part Time	167,293	167,000	190,000	194,750
001-4186-622.20-01	Taxes FICA-Employer	10,386	6,780	1,453	1,489
001-4186-622.20-03	Taxes Medicare-Employer	2,429	1,586	340	349
001-4186-622.21-01	PERS	15,338	15,297	16,060	16,702
SALARY AND BENEFITS		195,679	190,663	207,853	213,290
001-4186-622.36-08	Cont Svcs-Miscellaneous	4,912	3,000	3,538	4,109
001-4186-622.50-07	Unemployment Insurance	4,511	4,500	12,000	12,000
001-4186-622.53-03	Special Events	4,178	-	500	2,500
001-4186-622.53-11	Merchandise	1,635	1,500	2,025	2,050
001-4186-622.53-12	Jr Lifeguard Expenses	3,871	3,778	3,038	3,075
001-4186-622.61-04	Clothing Expense/Reimb	871	800	810	820
001-4186-622.61-11	Misc Supplies	4,666	3,500	3,544	3,588
001-4186-622.65-01	Dues/Memberships		-	-	-
001-4186-622.90-03	ISF Allocation Expenses	58,489	60,000	61,348	62,499
OPERATING EXPENSES		83,134	77,078	86,803	90,641
001-4186-622.70-04	Structures/Improvements				40,000
001-4186-622.70-05	Vehicles	33,216	16,570	-	-
CAPITAL		33,216	16,570	-	40,000
TOTAL EXPENDITURES		312,029	284,311	294,656	343,931



■ ■ ■ City of Port Hueneme - FY 2017-18 and FY 2018-19 Budget ■ ■ ■

Fund 265		Senior Nutrition Program			
		Account Summary			
Source of Funds	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19	
Senior Nutrition Grant	15,962	15,000	18,600	18,600	
Senior Nutrition Prog Income	2,156	1,500	1,500	1,500	
Total Revenues	18,118	16,500	20,100	20,100	
Expenditure Description	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19	
Salaries & Benefits	0	0	0	0	
Operational Charges	2,029	1,500	1,500	1,500	
Capital Expenditures	0	0	0	0	
Transfer Out - General Fund	16,101	15,000	18,600	18,600	
Total Expenditures	18,130	16,500	20,100	20,100	
Net Appropriations	-13	0	0	0	

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.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	Actuals FY 15/16	Projected FY 16/17	Projected 17-18	Projected 18-19
Sr Nutrition Grant					-
265-0000-561.12-22	Senior Nutrition Grant	15,962	15,000	18,600	18,600
265-0000-571.20-00	Senior Nutr Prog Income	2,156	1,500	1,500	1,500
TOTAL REVENUE		18,118	16,500	20,100	20,100
265-4188-641.53-10	Sr Nutrition Program Exp	2,029	1,500	1,500	1,500
265-4188-641.90-20	Operating Transfer Out	16,101	15,000	18,600	18,600
OPERATING EXPENSES		18,130	16,500	20,100	20,100
TOTAL EXPENDITURES		18,130	16,500	20,100	20,100
REVENUE/(LOSS)		(13)	-	-	-

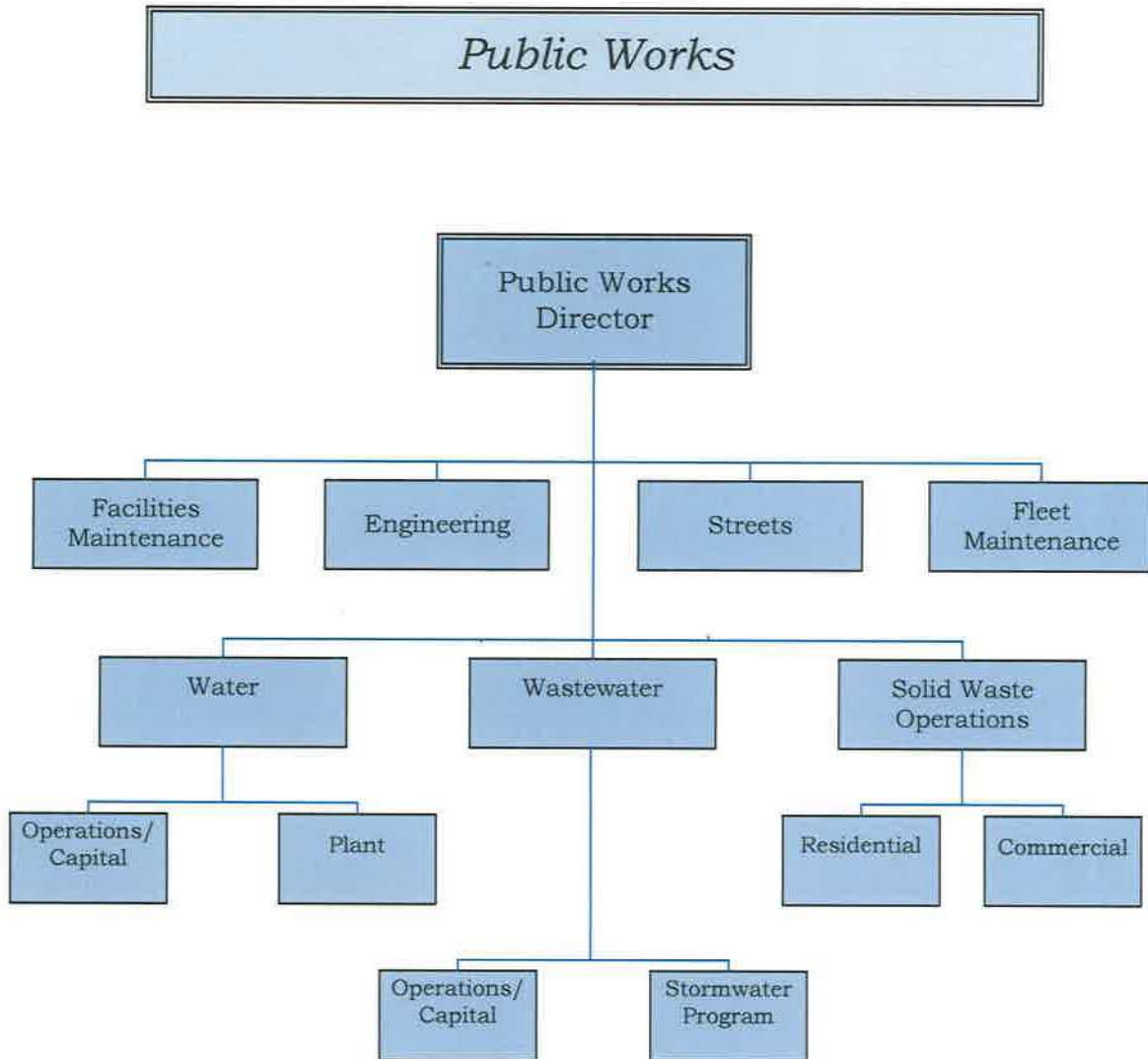
Public Works



The Mission of the Public Works Department is to provide customer services to the community by delivering a high-quality, uninterrupted supply of water, efficiently managing waste materials, improving and preserving the condition of the City's beaches, streets, sidewalks, bike paths, and landscape areas, and by ensuring the safety, efficiency, and dependability of the City's vehicle fleet.

"The Friendly City by the Sea"

City of Port Hueneme



Organization Chart

**CITY OF PORT HUENEME
FY 2017-18 and FY 2018-19 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 2016-2017:

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

MAJOR INITIATIVES FOR 2017-18 and 2018-19

- 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.
- Complete the relocation and consolidation of the PW divisions into one service yard at PWSS
- Beach sand replenishment alternatives
- Completion of identified and funded projects outlined in City Council Strategic Plan

CHANGES FROM PRIOR YEAR

- Consolidation of divisions under existing management staff
- Supplement positions of exiting staff through consolidation and consultant services



City of Port Hueneme - FY 2017-2018 Budget

General Fund/Enterprise Funds	Public Works			
	Department Overview			
	Actual 2015-2016	Projected 2016-2017	Projected 2017-2018	Projected 2018-2019
Authorized Positions:				
Public Works Director	1.00	1.00	1.00	1.00
Deputy Public Works Director	1.00	1.00	2.00	2.00
Housing & Facilities Svcs Asst	1.00	1.00	1.00	1.00
Facilities Maintenance Worker, Lead	1.00	0.00	1.00	1.00
Facilities Maintenance Worker II	3.00	0.00	0.00	0.00
Facilities Maintenance Worker I	0.00	0.00	3.00	3.00
Principal Engineer	0.00	0.00	1.00	1.00
Associate Engineer	1.00	0.00	0.00	0.00
Construction Inspector I	1.00	1.00	1.00	1.00
Streets Maint Worker Lead	1.00	1.00	1.00	1.00
Streets Maint Worker I	3.00	4.00	3.00	3.00
Mechanic I	0.00	1.00	1.00	1.00
Mechanic II	2.00	0.00	1.00	1.00
Landscape Coordinator	1.00	0.00	0.00	0.00
Landscape Maint Worker II	2.00	0.00	2.00	2.00
Landscape Maint Worker I	4.00	0.00	4.00	4.00
Laborer	0.00	0.00	0.00	0.00
Laborer PT - (1)	1.00	0.00	0.50	0.50
Administrative Specialist III	0.50	0.00	0.00	0.00
Administrative Specialist II	0.00	0.00	0.00	0.00
Annuitant PT - (1)	0.25	0.00	0.50	0.50
Grounds Maint Aide PT - (1)	0.50	0.00	0.50	0.50
Water Supervisor	0.00	0.00	1.00	1.00
Water Operations Manager	1.00	1.00	0.00	0.00
Water Operator Lead	1.00	1.00	1.00	1.00
Water Utility Operator I	3.00	2.00	2.00	2.00
Water Utility Operator II	1.00	1.00	1.00	1.00
Environmental Services Manager	0.00	1.00	0.00	0.00
Wastewater/Solid Waste/Fleet Supt	1.00	0.00	0.00	0.00
Water Resource Inspector I	1.00	0.00	1.00	1.00
EIT/MIS Administrator	1.00	0.00	0.00	0.00
Electrical/Instrumentation Technician	1.00	1.00	1.00	1.00
Electrical/Mechanical Technician	0.00	0.00	0.00	0.00
Wastewater Maintenance Lead	1.00	1.00	1.00	1.00
Wastewater Maintenance II	2.00	0.00	0.00	0.00
Wastewater Maintenance I	1.00	3.00	3.00	3.00
Solid Waste Coordinator	1.00	1.00	1.00	1.00
Solid Waste Operator I	0.00	0.00	1.00	1.00
Solid Waste Equipment Operator II	5.00	5.00	6.00	6.00
Maintenance Worker I	1.00	1.00	1.00	1.00
Admin Specialist III	1.50	2.00	3.00	3.00
Admin Specialist II	2.00	1.00	3.00	3.00
TOTAL	48.75	31.00	49.50	49.50



■ ■ ■ City of Port Hueneme - FY 2017-18 and FY 2018-19 Budget ■ ■ ■

General Fund

Public Works

General Fund Overview

Source of Funds	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
General Fund	452,057	475,356	440,000	450,250
Total Revenues	452,057	475,356	440,000	450,250

Expenditure Description	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Salaries & Benefits	1,143,957	1,176,274	1,226,738	1,255,604
Operational Charges	209,534	132,344	259,915	281,015
Capital Expenditures	1,761	0	213,900	495,000
Allocated Charges	0	0	0	0
ISF Charges	199,387	231,570	223,341	227,458
Total Expenditures	1,554,639	1,540,188	1,923,894	2,259,077

Net Appropriations	(1,102,582)	(1,064,832)	(1,483,894)	(1,808,827)
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■■■ City of Port Hueneme - FY 2017-18 and FY 2018-19 Budget ■■■

General Fund 001-1370

**Facilities Maintenance
Division Summary**

Source of Funds	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
General Fund	390,821	401,860	390,000	400,000
Total Revenues	390,821	401,860	390,000	400,000
Expenditure Description	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Salaries & Benefits	503,095	475,098	488,772	500,991
Operational Charges	155,903	100,256	167,965	148,965
Capital Expenditures	1,761	-	213,900	495,000
Allocation Charges	-	-	-	0
ISF Charges	68,073	88,570	68,117	69,411
Total Expenditures	728,831	663,924	938,754	1,214,367
Net Appropriations	(338,010)	(262,064)	(548,754)	(814,367)

ACCOUNT	ACCOUNT DESCRIP	Actuals FY 15/16	Projected FY 16/17	Projected 17/18	Projected 18-19
Facilities Maintenance					
001-1370-	Full Time	262,045	254,248	268,232	274,938
001-1370-	Overtime	7,730	6,758	-	-
001-1370-	Standby	8,236	8,615	8,060	8,262
001-1370-	Cafeteria Earnings	12,376	11,797	11,286	11,568
001-1370-	Longevity Pay	8,280	9,111	8,280	8,487
001-1370-	Mgmt Benefit	-	-	-	-
001-1370-	Annual Leave Buyou	5,972	3,979	5,972	6,121
001-1370-	Taxes FICA-Employe	19,641	16,717	17,130	17,558
001-1370-	Taxes FICA-Employe	15,198	-	-	-
001-1370-	Taxes Medicare-Em	4,594	3,910	4,006	4,106
001-1370-	Taxes Medicare-Em	3,555	-	-	-
001-1370-	PERS	81,273	103,184	105,737	108,381
001-1370-	POB PERS Debt Svc	27,772	13,917	13,917	14,265
001-1370-	Pers Rate Stabilization	-	-	-	-
001-1370-	LTD/Life Insurance	2,398	2,238	2,432	2,493
001-1370-	City Contr Def Comp-401K	-	-	280	287
001-1370-	Medical Insurance	42,054	38,816	41,533	42,571
001-1370-	Dental Insurance	1,065	958	985	1,010
001-1370-	Vision Insurance	907	851	921	944
SALARY AND BENEFITS		503,095	475,098	488,772	500,991
001-1370-	Cont Svcs-Uniform	742	2,953	3,000	3,000
001-1370-	Cont Svcs-Miscellar	35,904	10,358	36,000	36,000
001-1370-	Alarm Monitoring	3,343	3,617	3,500	3,500
001-1370-	Janitorial Services	36,803	30,268	59,500	40,500
001-1370-	Pest Control	1,907	-	1,700	1,700
001-1370-	Fire Extinguisher/St	3,671	1,714	3,000	3,000
001-1370-	Generator Services	4,404	1,317	2,500	2,500
001-1370-	Utilities	-	-	-	-
001-1370-	Cell Phones	874	1,130	900	900
001-1370-	Conference/Travel	65	-	65	65
001-1370-	Office Supplies	331	320	300	300
001-1370-	Graffiti Removal	6,034	5,027	3,000	3,000
001-1370-	Bldg Maint-Marine	18,236	-	-	-
001-1370-	Parking Machine St	20,642	20,000	22,000	22,000
001-1370-	Building Maint Supl	20,026	21,700	30,000	30,000
001-1370-	Clothing Expense/R	788	952	800	800
001-1370-	Safety Supplies	774	500	700	700
001-1370-	Small Tools	1,361	400	1,000	1,000
001-1370-	ISF Allocation Exper	68,073	88,570	68,117	69,411
OPERATING EXPENSES		223,976	188,826	236,082	218,376
001-1370-	Structures/Improve	1,761	-	213,900	495,000
CAPITAL		1,761	-	213,900	495,000
TOTAL EXPENDITURES		728,831	663,924	938,754	1,214,367

**CITY OF PORT HUENEME
FY 2017-18 and FY 2018-19 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 2016-2017:

- Review, conditioning, and inspection of multiple projects.
- Upgraded pedestrian crosswalks for safety
- Began review of signage replacements throughout City

MAJOR INITIATIVES FOR 2017-18 and 2018-19

- Completed assessment of streets for microsurfacing.
- Create pavement management program
- Assist Utility Divisions 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

- Consolidation of engineering functions under new PW Director



■■■ City of Port Hueneme - FY 2017-18 and FY 2018-19 Budget ■■■

General Fund 001-3101		Engineering		
		Division Summary		
Source of Funds	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
General Fund	27,428	1,000	20,000	20,100
Total Revenues	27,428	1,000	20,000	20,100
Expenditure Description	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Salaries & Benefits	260,168	351,846	360,541	367,752
Operational Charges	25,376	19,138	73,550	113,650
Capital Expenditures	-	-	-	0
Allocation Charges	-	-	-	0
ISF Charges	45,413	44,000	45,252	46,113
Total Expenditures	330,957	414,984	479,343	527,515
Net Appropriations	(303,529)	(413,984)	(459,343)	(507,415)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	Actuals FY 15/16	Projected FY 16/17	Projected 17/18	Projected 18-19
Engineering					
001-3101-631.10-0	Full Time	142,739	201,970	199,976	203,976
001-3101-631.10-0	Overtime	2,622	6,170	3,000	3,060
001-3101-631.11-0	Cafeteria Earnings	11,700	11,350	11,695	11,929
001-3101-631.11-0	Longevity Pay	1,431	1,321	1,431	1,460
001-3101-631.11-0	Mgmt Benefit	780	-	-	-
001-3101-631.11-0	Car Allowance	327	400	600	612
001-3101-631.11-0	Annual Leave Buyout	9,937	23,219	4,200	4,284
001-3101-631.20-0	Taxes FICA-Employer	9,477	12,905	12,556	12,807
001-3101-631.20-0	Taxes FICA-Employee	6,300	-	-	-
001-3101-631.20-0	Taxes Medicare-Emplo	2,575	3,018	3,043	3,104
001-3101-631.20-0	Taxes Medicare-Emplo	1,521	-	(100)	(102)
001-3101-631.21-0	PERS	46,045	79,655	80,311	81,917
001-3101-631.21-0	POB PERS Debt Svc Allc	17,604	8,822	6,161	6,284
001-3101-631.21-0	PERS Rate Stabilization	-	-	-	-
001-3101-631.22-0	LTD/Life Insurance	1,083	850	1,015	1,035
001-3101-631.23-0	City Contr Def Comp-4	640	415	817	833
001-3101-631.23-0	City Contr Def Comp-4	1,664	961	2,984	3,044
001-3101-631.25-0	Medical Insurance	3,030	433	32,700	33,354
001-3101-631.25-0	Dental Insurance	642	350	143	146
001-3101-631.25-0	Vision Insurance	51	7	10	10
SALARY AND BENEFITS		260,168	351,846	360,541	367,752
001-3101-631.36-0	Cont Svcs-Outside labc	391	-	-	-
001-3101-631.36-0	Cont Svcs-Miscellaneous	12,669	11,545	65,000	105,000
001-3101-631.40-0	Utilities	3,895	3,152	3,800	4,000
001-3101-631.40-0	Cell Phones	1,255	1,410	1,198	1,100
001-3101-631.51-0	Conference/Travel	47	61	26	450
001-3101-631.52-0	Office Supplies	1,192	800	500	500
001-3101-631.52-0	Postage	42	50	100	200
001-3101-631.52-0	Printing/Publications	1,721	250	200	500
001-3101-631.58-1	Misc Expenditures	67	50	74	-
001-3101-631.61-1	Misc Supplies	1,388	100	52	500
001-3101-631.61-1	Safety Supplies	306	20	28	-
001-3101-631.65-0	Dues/Memberships	970	850	1,105	700
001-3101-631.65-0	Publications	1,434	850	1,467	700
001-3101-631.90-0	ISF Allocation Expense:	45,413	44,000	45,252	46,113
OPERATING EXPENSES		70,789	63,138	118,802	159,763
TOTAL EXPENDITURES		330,957	414,984	479,343	527,515

**CITY OF PORT HUENEME
FY 2017-18 AND FY 2018-19 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 2016-2017:

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

MAJOR INITIATIVES FOR 2017-18 and 2018-19

- 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.
- Institute pavement management program
- Institute improved sidewalk maintenance program to reduce potential liability

CHANGES FROM PRIOR YEAR

- Reduce/eliminate use of GF proceeds for activities due to increased gas tax revenue.



■ ■ ■ City of Port Hueneme - FY 2017-18 and FY 2018-19 Budget ■ ■ ■

General Fund 001-3102		Streets			
		Division Summary			
Source of Funds	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19	
General Fund	33,808	72,496	30,000	30,150	
Total Revenues	33,808	72,496	30,000	30,150	
Expenditure Description	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19	
Salaries & Benefits	380,694	349,330	377,425	386,861	
Operational Charges	28,255	12,950	18,400	18,400	
Capital Expenditures	-	-	-	0	
Allocation Charges	-	-	-	0	
ISF Charges	85,901	99,000	109,972	111,934	
Total Expenditures	494,850	461,280	505,797	517,195	
Net Appropriations	(461,042)	(388,784)	(475,797)	(487,045)	

ACCOUNT NL ACCOUNT DESCRIPTIC	Actuals FY 15/16	Projected FY 16/17	Projected 17-18	Projected 18-19
Streets				
001-3102-631 Full Time	198,088	191,860	205,995	211,145
001-3102-631 Overtime	527	740	500	513
001-3102-631 Standby	1,557	1,237	2,000	2,050
001-3102-631 Cafeteria Earnings	16,788	16,015	18,327	18,785
001-3102-631 Longevity Pay	6,210	6,210	6,200	6,355
001-3102-631 Bilingual Premium	601	598	598	613
001-3102-631 Annual Leave Buyout	11,252	4,430	7,300	7,483
001-3102-631 Taxes FICA-Employer	14,992	12,018	12,927	13,250
001-3102-631 Taxes FICA-Employee	11,621	-	-	-
001-3102-631 Taxes Medicare-Emplo	3,506	2,811	3,023	3,099
001-3102-631 Taxes Medicare-Emplo	2,718	-	-	-
001-3102-631 PERS	61,543	74,181	79,791	81,786
001-3102-631 POB PERS Debt Svc Allk	21,014	10,531	10,531	10,794
001-3102-631 PERS Rate Stabilization		-	-	-
001-3102-631 LTD/Life Insurance	1,896	1,765	1,944	1,993
001-3102-631 Medical Insurance	25,985	24,675	25,902	26,550
001-3102-631 Dental Insurance	1,586	1,481	1,555	1,594
001-3102-631 Vision Insurance	809	778	832	853
SALARY AND BENEFITS	380,694	349,330	377,425	386,861
			-	-
001-3102-631 Cont Svcs-Uniform Svc	2,563	2,706	2,000	2,000
001-3102-631 Cont Svcs-Misc	4,503	700	-	-
001-3102-631 Misc Work Request	6,966	-	1,000	1,000
001-3102-631 Utilities	722	289	700	700
001-3102-631 Cell Phones	458	600	700	700
001-3102-631 Conference/Travel		-	400	400
001-3102-631 Misc Supplies	4,139	6,000	5,000	5,000
001-3102-631 Safety Supplies	2,198	300	1,000	1,000
001-3102-631 Repair Parts	1,222	200	600	600
001-3102-631 Small Tools	506	700	3,000	3,000
001-3102-631 Road Materials	1,800	130	-	-
001-3102-631 Street Signs	1,829	-	2,500	2,500
001-3102-631 Traffic Control Supplie:	988	1,000	1,200	1,200
001-3102-631 Dues/Memberships	360	325	300	300
001-3102-631 ISF Allocation Expense	85,901	99,000	109,972	111,934
OPERATING EXPENSES	114,156	111,950	128,372	130,334
			-	-
001-3102-631 Structures/Improvements		-	-	-
CAPITAL	-	-	-	-
			-	-
TOTAL EXPENDITURES	494,850	461,280	505,797	517,195



■■■ City of Port Hueneme - FY 2017-18 and FY 2018-19 Budget ■■■

Enterprise Funds

Public Works Enterprise

Enterprise Funds Overview

Source of Funds	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Revenues	16,857,704	16,076,956	17,007,209	17,342,334
Reserves	-	1,423,722	949,200	9,004,896
Total Revenues	16,857,704	17,500,678	17,956,409	26,347,230

Expenditure Description	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Salaries & Benefits	2,913,278	2,554,091	3,166,094	3,194,957
Operational Charges	7,559,463	5,961,632	8,161,113	7,887,305
Capital Expenditures	62,047	1,521,782	1,495,600	9,079,560
Debt Service	194,715	320,244	312,565	308,006
Allocation Charges	1,144,643	1,197,940	1,197,940	1,197,940
Internal Service Fund Charges	669,528	667,962	984,706	1,001,745
Capital/Equipment Reserves	1,550,000	1,550,000	1,581,000	1,605,480
Transfer Outs	200,000	200,000	300,000	300,000
Total Expenditures	14,293,675	13,973,651	17,199,018	24,574,993

Net Appropriations	2,564,028	3,527,027	757,391	1,772,237
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**CITY OF PORT HUENEME
FY 2017-18 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 2016-2017:

Ensured the City met drought related conservation standards.

MAJOR INITIATIVES FOR 2017-2018

Continue to monitor and react to drought related effects and regulations.

Multi-year Initiatives

Implement the Capital Improvement Program from the Water Distribution System Master Plan.



■■■ City of Port Hueneme - FY 2017-18 and FY 2018-19 Budget ■■■

Water Fund 441-6151		Water Operations Division Summary		
Source of Funds	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Revenues	8,145,505	7,320,272	7,914,027	8,072,308
Reserves	-	-	949,200	9,004,896
Total Revenues	8,145,505	7,320,272	8,863,227	17,077,204
Expenditure Description	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Salaries & Benefits	767,098	635,644	871,906	889,344
Operational Charges	4,549,707	3,926,024	4,926,716	5,025,250
Capital Expenditure	2,070	4,100	949,200	9,004,896
Allocation Charges	449,058	476,746	476,746	476,746
Internal Service Funds Charges	69,608	70,000	75,430	76,833
Capital/Equipment Reserves	750,000	750,000	765,000	780,300
Total Expenditures	6,587,541	5,862,514	8,064,998	16,253,369
Net Appropriations	1,557,964	1,457,758	798,229	823,835

ACCOUNT NUM	ACCOUNT DESCRIF	Actuals FY 15/16	Projected FY 16/17	Projected 17-18	Projected 18-19
Water Operations Fund					
441-0000-531.1	Delinquent Fees	115,946	124,500	123,879	126,357
441-0000-543.3	COPH Services	3,817	3,900	-	-
441-0000-543.3	Single Unit Resider	1,376,846	1,357,804	1,453,500	1,482,570
441-0000-543.3	Multi-Unit Residen	579,579	621,837	708,288	722,454
441-0000-543.3	Commercial/Irrigat	943,047	887,491	1,096,500	1,118,430
441-0000-543.3	COPH Fixed Charge	(102)	-	183,600	187,272
441-0000-543.3	Fixed Single Unit R	2,302,817	2,305,240	2,361,300	2,408,526
441-0000-543.3	Fixed Multi-unit Re	1,129,493	1,133,000	1,155,660	1,178,773
441-0000-543.3	Fixed Commercial/	920,866	877,700	816,000	832,320
441-0000-552.2	Interest	-	-	-	-
441-0000-582.0	Misc Refunds & Cla	759,285	-	-	-
441-0000-584.0	Miscellaneous Rev	13,811	8,800	15,300	15,606
441-0000-595.5	Structure/Improv Reserves	-	-	949,200	9,004,896
TOTAL REVENUE		8,145,405	7,320,272	8,863,227	17,077,204
441-6151-661.1 Full Time					
441-6151-661.1	Full Time	402,522	315,934	489,502	499,292
441-6151-661.1 Part-time					
441-6151-661.1	Part-time	-	7,850	-	-
441-6151-661.1 Overtime					
441-6151-661.1	Overtime	16,805	22,048	16,000	16,320
441-6151-661.1 Standby					
441-6151-661.1	Standby	14,653	19,144	8,000	8,160
441-6151-661.1 Cafeteria Earnings					
441-6151-661.1	Cafeteria Earnings	22,264	19,188	17,097	17,439
441-6151-661.1 Longevity Pay					
441-6151-661.1	Longevity Pay	3,487	6,179	1,910	1,948
441-6151-661.1 Mgmt Benefit					
441-6151-661.1	Mgmt Benefit	1,320	-	-	-
441-6151-661.1 Car Allowance					
441-6151-661.1	Car Allowance	743	-	720	734
441-6151-661.1 Bilingual Premium					
441-6151-661.1	Bilingual Premium	847	564	718	732
441-6151-661.1 Annual Leave Buyo					
441-6151-661.1	Annual Leave Buyo	24,024	15,622	12,000	12,240
441-6151-661.1 Compensatory Lea					
441-6151-661.1	Compensatory Lea	1,684	230	235	239
441-6151-661.2 Taxes FICA-Employ					
441-6151-661.2	Taxes FICA-Employ	28,804	22,629	31,837	32,474
441-6151-661.2 Taxes FICA-Employ					
441-6151-661.2	Taxes FICA-Employ	14,601	-	-	-
441-6151-661.2 Taxes Medicare-En					
441-6151-661.2	Taxes Medicare-En	7,134	5,292	7,446	7,595
441-6151-661.2 Taxes Medicare-En					
441-6151-661.2	Taxes Medicare-En	3,107	-	-	-
441-6151-661.2 PERS					
441-6151-661.2	PERS	125,059	139,676	196,517	200,448
441-6151-661.2 POB PERS Debt Svc					
441-6151-661.2	POB PERS Debt Svc	46,873	23,400	23,400	23,868
441-6151-661.2 PERS Rate Stabilization					
441-6151-661.2	PERS Rate Stabilization	-	-	-	-
441-6151-661.2 LTD/Life Insurance					
441-6151-661.2	LTD/Life Insurance	3,457	2,669	2,885	2,943
441-6151-661.2 City Contr Def Com					
441-6151-661.2	City Contr Def Com	2,863	1,415	2,523	2,573
441-6151-661.2 City Contr Def Com					
441-6151-661.2	City Contr Def Com	808	504	228	233
441-6151-661.2 Medical Insurance					
441-6151-661.2	Medical Insurance	39,904	30,590	57,598	58,750
441-6151-661.2 Dental Insurance					
441-6151-661.2	Dental Insurance	3,342	2,104	2,774	2,829
441-6151-661.2 Vision Insurance					
441-6151-661.2	Vision Insurance	775	606	515	525
441-6151-661.2 Incr/Decr Annual L					
441-6151-661.2	Incr/Decr Annual L	2,025	-	-	-
SALARIES AND BENEFITS		767,098	635,644	871,906	889,344
441-6151-661.3 Cont Svcs-Miscellar					
441-6151-661.3	Cont Svcs-Miscellar	259,671	140,091	180,000	183,600
441-6151-661.3 Car Wash					
441-6151-661.3	Car Wash	-	100	-	-
441-6151-661.4 Utilities					
441-6151-661.4	Utilities	11,078	14,000	15,000	15,300
441-6151-661.5 Cell Phones					
441-6151-661.5	Cell Phones	1,183	3,469	2,100	2,142
441-6151-661.4 Unemployment					
441-6151-661.4	Unemployment	-	11,548	-	-
441-6151-661.5 Conference/Travel					
441-6151-661.5	Conference/Travel	4,438	3,678	8,000	8,160
441-6151-661.5 Office Supplies					
441-6151-661.5	Office Supplies	3,197	1,656	3,100	3,162
441-6151-661.5 Printing/Publicatio					
441-6151-661.5	Printing/Publicatio	5,843	1,100	6,300	6,426
441-6151-661.5 Bad Debt Expense					
441-6151-661.5	Bad Debt Expense	-	-	-	-
441-6151-661.5 Interest Expense					
441-6151-661.5	Interest Expense	730,707	784,865	726,336	740,863
441-6151-661.5 Principal Expense					
441-6151-661.5	Principal Expense	-	419,093	390,060	397,861
441-6151-661.5 Depreciation Exper					
441-6151-661.5	Depreciation Exper	259,567	-	-	-
441-6151-661.5 Amortization Experi					
441-6151-661.5	Amortization Experi	251,570	-	-	-
441-6151-661.6 General System Ma					
441-6151-661.6	General System Ma	30,937	39,322	56,000	57,120
441-6151-661.6 Safety Supplies					
441-6151-661.6	Safety Supplies	801	769	1,000	1,020
441-6151-661.6 Irrigation Maint Re					
441-6151-661.6	Irrigation Maint Re	853	15,000	16,000	16,320
441-6151-661.6 Dues/Membership					
441-6151-661.6	Dues/Membership	9,478	10,601	31,000	31,620

ACCOUNT NUM	ACCOUNT DESCRIF	Actuals FY 15/16	Projected FY 16/17	Projected 17-18	Projected 18-19
441-6151-661.6	Water Analysis	14,595	12,700	20,000	20,400
441-6151-661.6	Water PHWA Fixed	1,469,225	1,178,700	1,925,576	1,964,088
441-6151-661.6	Water PHWA Varia	1,494,395	1,283,332	1,530,244	1,560,849
441-6151-661.6	Water Meters		6,000	10,000	10,200
441-6151-661.6	Reserve Expense	750,000	750,000	765,000	780,300
441-6151-661.6	WATER CONSERVA	2,167	-	6,000	6,120
441-6151-661.9	Cost Allocation	449,058	476,746	476,746	476,746
441-6151-661.9	ISF Allocation Expe	69,608	70,000	75,430	76,833
OPERATING EXPENSES		5,818,373	5,222,770	6,243,892	6,359,129
				-	-
441-6151-661.7	Office Equipment	694	4,100	-	4,896
441-6151-661.7	Structures/Improv	1,376	-	849,200	9,000,000
441-6151-661.7	Vehicles		-	100,000	-
CAPITAL		2,070	4,100	949,200	9,004,896
				-	-
TOTAL EXPENDITURES		6,587,541	5,862,514	8,064,998	16,253,369
				-	-
REVENUE/(LOSS)		1,557,865	1,457,758	798,229	823,834



■■■ City of Port Hueneme - FY 2017-18 and FY 2018-19 Budget ■■■

Water Plant Fund 443-6152

**Water Plant Operations
Division Summary**

Source of Funds	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Revenues	938,053	805,554	1,149,850	1,168,708
Total Revenues	938,053	805,554	1,149,850	1,168,708
Expenditure Description	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Salaries & Benefits	336,820	308,458	344,886	351,783
Operational Charges	365,145	257,218	570,589	582,001
Allocation Charges	203,458	206,878	206,878	206,878
Internal Service Fund Charges	32,630	33,000	27,497	28,047
Total Expenditures	938,053	805,554	1,149,850	1,168,709
Net Appropriations		-	-	-

ACCOUNT NUM	ACCOUNT DESCRIF	Actuals FY 15/16	Projected FY 16/17	Projected 17-18	Projected 18-19
Water Plant Operations Fd					
443-0000-552.2	Interest	(370)	-	-	-
443-0000-563.3	PHWA Revenue	938,422	805,554	1,149,850	1,168,708
TOTAL REVENUE		938,053	805,554	1,149,850	1,168,708
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443-6152-661.1	Full Time	174,393	156,561	179,221	182,805
443-6152-661.1	Overtime	14,577	14,292	15,000	15,300
443-6152-661.1	Standby	8,511	12,222	8,700	8,874
443-6152-661.1	Cafeteria Earnings	14,591	14,608	14,348	14,635
443-6152-661.1	Longevity Pay	512	2,073	1,500	1,530
443-6152-661.1	Mgmt Benefit	600	-	-	-
443-6152-661.1	Car Allowance		50	360	367
443-6152-661.1	Bilingual Premium	356	181	60	61
443-6152-661.1	Annual Leave Buyo	6,300	1,761	8,000	8,160
443-6152-661.1	Compensatory Lea	1,684	229	234	238
443-6152-661.2	Taxes FICA-Employ	13,574	11,351	12,581	12,833
443-6152-661.2	Taxes FICA-Employ	5,616	-	-	-
443-6152-661.2	Taxes Medicare-En	3,220	2,655	2,942	3,001
443-6152-661.2	Taxes Medicare-En	1,360	-	-	-
443-6152-661.2	PERS	53,780	70,063	77,658	79,211
443-6152-661.2	POB PERS Debt Svc	22,268	11,159	11,159	11,382
443-6152-661.2	PERS Rate Stabilization		-	-	-
443-6152-661.2	LTD/Life Insurance	1,495	1,330	1,342	1,369
443-6152-661.2	City Contr Def Com	1,409	1,414	1,400	1,428
443-6152-661.2	City Contr Def Comp-457		87	457	466
443-6152-661.2	Medical Insurance	12,463	7,606	9,226	9,411
443-6152-661.2	Dental Insurance	1,105	693	620	632
443-6152-661.2	Vision Insurance	216	124	77	79
443-6152-661.2	Incr/Decr Annual L	(1,211)	-	-	-
SALARIES AND BENEFITS		336,820	308,458	344,886	351,783
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443-6152-661.3	Cont Svcs-Miscella	70,298	33,310	150,000	153,000
443-6152-661.4	Utilities	105,523	94,000	140,000	142,800
443-6152-661.4	Cell Phones	365	500	2,100	2,142
443-6152-661.5	Conference/Travel	1,425	1,000	6,000	6,120
443-6152-661.5	Office Supplies	1,149	1,460	1,489	1,519
443-6152-661.6	Chemicals	55,140	47,548	150,000	153,000
443-6152-661.6	General System Mi	108,667	65,000	75,000	76,500
443-6152-661.6	Safety Supplies	540	700	1,000	1,020
443-6152-661.6	Dues/Membership	4,346	6,200	15,000	15,300
443-6152-661.6	Water Analysis	13,195	7,000	20,000	20,400
443-6152-661.6	Water Meters	4,499	500	10,000	10,200
443-6152-661.9	Cost Allocation	203,458	206,878	206,878	206,878
443-6152-661.9	ISF Allocation Expe	32,630	33,000	27,497	28,047
OPERATING EXPENSES		601,233	497,096	804,964	816,926
<hr/>					
TOTAL EXPENDITURES		938,053	805,554	1,149,850	1,168,708
<hr/>					
REVENUE/(LOSS)		-	(0)	0	(0)

**CITY OF PORT HUENEME
FY 2017-18 and FY 2018-19 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 2016-2017:

- 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.
- Continued negotiations with City of Oxnard on new sewer service discharge agreement.

MAJOR INITIATIVES FOR 2017-18 and 2018-19

- Complete sewer lining project of identified deficient segments.
- Begin infiltration elimination project through use of grout injection methods.
- Begin negotiations with NBVC in hopes of regaining contract for collection system operations

Multi-year Initiatives

- Continue to provide a systematic rehabilitation program of all sewer assets to ensure a safe and reliable sewer system.
- Maximize infiltration reduction in an effort to control treatment costs



■■■ City of Port Hueneme - FY 2017-18 and FY 2018-19 Budget ■■■

Wastewater Fund 444-6153	Wastewater Operations			
	Division Summary			
Source of Funds	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Revenues	3,732,837	3,726,358	3,668,672	3,741,165
Reserves	-	487,722	-	-
Total Revenues	3,732,837	4,214,080	3,668,672	3,741,165
Expenditure Description	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Salaries & Benefits	825,280	691,509	776,667	757,742
Operational Charges	1,364,031	845,205	1,556,221	1,150,315
Capital Expenditures	25,519	500,282	392,200	74,664
Debt Service	194,715	320,244	312,565	308,006
Allocation Charges	232,945	243,161	243,161	243,161
Intenal Service Fund Charges	135,328	133,000	179,496	182,673
Capital/Equipment Reserves	450,000	450,000	459,000	468,180
Total Expenditures	3,227,819	3,183,401	3,919,310	3,184,741
Net Appropriations	505,018	1,030,679	(250,638)	556,424

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	Actuals FY 15/16	Projected FY 16/17	Projected 17-18	Projected 18-19
Wastewater Operations Fd					
444-0000-531.12-00	Delinquent Fees	37,005	43,100	40,800	41,616
444-0000-543.31-00	COPH Services	3,555,782	3,558,000	3,529,608	3,600,200
444-0000-543.34-00	Navy Commercial Coi	29,320	34,000	-	-
444-0000-543.37-00	CIBCSO Services	62,649	26,218	51,000	52,020
444-0000-543.38-00	Connection Fees	-	-	-	-
444-0000-543.60-02	Hideaways	3,183	3,933	3,264	3,329
444-0000-552.20-10	Refuse PN#06-02	4,737	-	-	-
444-0000-552.21-00	Investments	-	-	-	-
444-0000-552.24-00	Interest	-	-	-	-
444-0000-583.02-00	Gain on Sale of Asset	-	17,490	-	-
444-0000-584.00-00	Miscellaneous Reven	763	3,617	4,000	4,000
444-0000-584.20-00	Miscellaneous Svc Provided	-	-	-	-
444-0000-591.13-00	Stormwater Program	39,399	40,000	40,000	40,000
444-0000-595.50-00	Structure/Improv Reserves	-	487,722	-	-
TOTAL REVENUE		3,732,837	4,214,080	3,668,672	3,741,165
444-6153-661.10-01	Full Time	426,684	375,290	500,346	484,493
444-6153-661.10-03	Overtime	13,359	10,000	15,000	15,300
444-6153-661.10-04	Standby	9,109	8,322	8,100	8,262
444-6153-661.11-02	Cafeteria Earnings	30,074	20,000	19,035	19,511
444-6153-661.11-03	Longevity Pay	10,074	10,791	10,500	10,710
444-6153-661.11-04	Mgmt Benefit	1,200	-	-	-
444-6153-661.11-05	Car Allowance	533	-	720	738
444-6153-661.11-06	Bilingual Premium	-	133	179	183
444-6153-661.11-09	Annual Leave Buyout	26,113	15,944	18,500	18,870
444-6153-661.11-10	Compensatory Leave Buyout	-	-	-	-
444-6153-661.20-01	Taxes FICA-Employer	31,223	25,191	26,927	27,600
444-6153-661.20-02	Taxes FICA-Employee	22,431	-	-	-
444-6153-661.20-03	Taxes Medicare-Empl	7,739	5,707	6,485	6,647
444-6153-661.20-04	Taxes Medicare-Empl	5,177	-	-	-
444-6153-661.21-01	PERS	139,928	150,635	94,783	87,562
444-6153-661.21-04	POB PERS Debt Svc A	51,198	25,656	25,656	26,169
444-6153-661.21-05	PERS Rate Stabilization	-	-	-	-
444-6153-661.22-01	LTD/Life Insurance	3,792	3,145	3,568	3,657
444-6153-661.23-01	City Contr Def Comp-	2,383	1,414	2,103	2,156
444-6153-661.23-02	City Contr Def Comp-	807	507	228	234
444-6153-661.25-01	Medical Insurance	34,789	35,368	40,507	41,520
444-6153-661.25-02	Dental Insurance	1,424	2,748	3,285	3,367
444-6153-661.25-03	Vision Insurance	569	657	745	764
444-6153-661.28-01	Incr/Decr Annual Lv	6,674	-	-	-
SALARIES AND BENEFITS		825,280	691,509	776,667	757,742

ACCOUNT NUMBER	ACCOUNT DESCRIPTI	Actuals FY 15/16	Projected FY 16/17	Projected 17-18	Projected 18-19
444-6153-661.35-04	Cont Svcs-Oxn WW P	945,852	757,000	1,392,920	984,218
444-6153-661.36-08	Cont Svcs-Miscellane	39,572	35,900	52,683	53,737
444-6153-661.40-01	Utilities	16,868	16,000	20,000	20,000
444-6153-661.40-02	Cell Phones	1,185	2,000	1,224	1,248
444-6153-661.50-07	Unemployment Insur	3,600	-	-	-
444-6153-661.51-01	Conference/Travel	503	250	3,500	3,500
444-6153-661.52-01	Office Supplies	2,224	1,950	2,754	2,809
444-6153-661.58-26	Depreciation Expense	300,084	-	-	-
444-6153-661.61-07	General System Main	45,365	25,000	76,500	78,030
444-6153-661.61-15	Safety Supplies	5,864	4,105	4,080	4,162
444-6153-661.65-01	Dues/Memberships	2,915	3,000	2,560	2,611
444-6153-661.67-06	Reserve Expense	450,000	450,000	459,000	468,180
444-6153-661.90-01	Cost Allocation	232,945	243,161	243,161	243,161
444-6153-661.90-03	ISF Allocation Expens	135,328	133,000	179,496	182,673
OPERATING EXPENSES		2,182,304	1,671,366	2,437,878	2,044,329
444-6153-661.70-02	Equipment	5,550	-	43,000	-
444-6153-661.70-03	Office Equipment	694	3,804	-	3,264
444-6153-661.70-04	Structures/Improvem	19,275	8,756	349,200	71,400
444-6153-661.70-05	Vehicles		487,722	-	-
CAPITAL		25,519	500,282	392,200	74,664
444-6153-661.80-04	Fiscal Agent Fees	2,754	3,282	2,800	2,800
444-6153-661.80-45	Bond Principal Payments		125,000	125,000	125,000
444-6153-661.80-46	Bond Interest Payme	191,962	191,962	184,765	180,206
DEBT SERVICE		194,715	320,244	312,565	308,006
TOTAL EXPENDITURES		3,227,819	3,183,401	3,919,310	3,184,741
REVENUE/(LOSS)		505,018	1,030,679	(250,638)	556,424

**CITY OF PORT HUENEME
FY 2017-18 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 2016-2017:

- Successfully passed annual solid waste audit performed by State.
- Continued implementation of new organics recycling program mandate under AB 1826.
- Researched routing software options for implementation in 2017-18

MAJOR INITIATIVES FOR 2017-18 and 2018-19

- Continue implementation of new organics recycling following AB 1826 standards.
- Implement new routing software on all solid waste 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 2017-18 and FY 2018-19 Budget ■ ■ ■

Solid Waste Fund 447-6150	Solid Waste Operations Division Summary			
Source of Funds	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Revenues	4,041,309	4,224,772	4,274,660	4,360,153
Reserves		936,000	-	-
Total Revenues	4,041,309	5,160,772	4,274,660	4,360,153
Expenditure Description	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Salaries & Benefits	984,080	918,480	1,172,636	1,196,088
Operational Charges	1,280,580	933,185	1,107,587	1,129,739
Capital Expenditures	34,459	1,017,400	154,200	-
Allocation Charges	259,182	271,155	271,155	271,155
Internal Service Fund Charges	431,962	431,962	702,283	714,192
Capital/Equipment Reserves	350,000	350,000	357,000	357,000
Transfer Out - General Fund	200,000	200,000	300,000	300,000
Total Expenditures	3,540,262	4,122,182	4,064,861	3,968,174
Net Appropriations	501,047	1,038,590	209,799	391,979

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	Actuals FY 15/16	Projected FY 16/17	Projected 17-18	Projected 18-19
Solid Waste Operations Fd					
447-0000-531.12-00	Delinquent Fees	37,539	56,017	30,600	31,212
447-0000-543.31-00	COPH Services	1,567,675	1,433,000	1,436,160	1,464,883
447-0000-543.31-10	Rental Bin Pull/Dump	42,197	39,744	30,600	31,212
447-0000-543.31-11	Rental Bin Tonage	10,893	11,898	81,600	83,232
447-0000-543.34-00	Navy Commercial Contract	919,605	1,085,400	1,135,000	1,157,700
447-0000-543.36-00	COPH Commercial Revenue	1,134,923	1,246,000	1,224,000	1,248,480
447-0000-543.45-00	Navy Residential Contract	230,468	253,515	239,700	244,494
447-0000-552.24-00	Interest	-	-	-	-
447-0000-562.27-20	Beverage Containers	-	-	-	-
447-0000-562.30-00	Curbside Recycle Rev	4,477	-	-	-
447-0000-583.02-00	Gain on Sale of Asset	4,477	3,715	-	-
447-0000-584.00-00	Miscellaneous Revenues	89,055	95,483	97,000	98,940
447-0000-595.40-00	Vehicle Reserves	-	936,000	-	-
TOTAL REVENUE		4,041,309	5,160,772	4,274,660	4,360,153
Salaries and Benefits					
447-6150-661.10-01	Full Time	460,820	452,200	585,847	597,564
447-6150-661.10-03	Overtime	62,595	69,500	65,000	66,300
447-6150-661.11-02	Cafeteria Earnings	22,642	26,400	27,661	28,214
447-6150-661.11-03	Longevity Pay	11,072	9,161	11,500	11,730
447-6150-661.11-04	Mgmt Benefit	900	-	-	-
447-6150-661.11-05	Car Allowance	533	-	720	734
447-6150-661.11-06	Bilingual Premium	1,202	1,300	1,375	1,403
447-6150-661.11-09	Annual Leave Buyout	53,378	6,013	28,500	29,070
447-6150-661.11-10	Compensatory Leave Buyout	8,890	-	7,500	7,650
447-6150-661.20-01	Taxes FICA-Employer	88,147	35,665	43,058	43,919
447-6150-661.20-02	Taxes FICA-Employee	26,889	-	-	-
447-6150-661.20-03	Taxes Medicare-Employer	9,158	8,080	9,755	9,950
447-6150-661.20-04	Taxes Medicare-Employee	6,087	-	-	-
447-6150-661.21-01	PERS	94,201	213,264	264,066	269,347
447-6150-661.21-04	POB PERS Debt Svc Alloc	50,290	25,201	25,500	26,010
447-6150-661.21-05	PERS Rate Stabilization	-	-	-	-
447-6150-661.22-01	LTD/Life Insurance	4,227	3,415	4,037	4,118
447-6150-661.23-01	City Contr Def Comp-401K	2,373	1,414	2,243	2,288
447-6150-661.23-02	City Contr Def Comp-457	-	-	780	796
447-6150-661.25-01	Medical Insurance	75,285	64,132	91,664	93,497
447-6150-661.25-02	Dental Insurance	2,406	1,980	2,552	2,603
447-6150-661.25-03	Vision Insurance	1,014	755	878	896
447-6150-661.28-01	Incr/Decr Annual Lv Value	1,971	-	-	-
SALARIES AND BENEFITS		984,080	918,480	1,172,636	1,196,088
Other Expenses					
447-6150-661.35-02	Cont Svcs-St Sweeping	106,400	105,000	107,100	109,242
447-6150-661.35-03	Cont Svcs-Oxnard SW Dump	830,766	728,635	866,400	883,728
447-6150-661.36-08	Cont Svcs-Miscellaneous	67,946	60,500	86,710	88,444
447-6150-661.40-01	Utilities	4,643	4,700	11,883	12,121
447-6150-661.40-02	Cell Phones	1,460	2,400	1,632	1,665
447-6150-661.50-07	Unemployment Insurance	136	-	-	-
447-6150-661.51-01	Conference/Travel	119	-	5,000	5,100
447-6150-661.52-01	Office Supplies	1,646	2,000	2,550	2,601
447-6150-661.58-12	Misc Expenditures	124,189	600	-	-
447-6150-661.58-26	Depreciation Expense	124,189	-	-	-
447-6150-661.59-01	Refuse Grant Expense	2,225	-	2,652	2,705
447-6150-661.61-04	Clothing Expense/Reimb	475	550	510	520
447-6150-661.61-07	General System Maint	14,274	26,800	20,400	20,808
447-6150-661.61-15	Safety Supplies	1,571	1,700	2,000	2,040
447-6150-661.65-01	Dues/Memberships	541	300	750	765
447-6150-661.67-06	Reserve Expense	350,000	350,000	357,000	357,000
447-6150-661.90-01	Cost Allocation	259,182	271,155	271,155	271,155
447-6150-661.90-03	ISF Allocation Expenses	431,962	431,962	702,283	714,192
447-6150-661.90-10	Infrastructure Fee	200,000	200,000	300,000	300,000

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	Actuals	Projected	Projected	Projected
		FY 15/16	FY 16/17	17-18	18-19
OPERATING EXPENSES		2,521,724	2,186,302	2,738,025	2,772,085
447-6150-661.70-02	Equipment	34,459	81,400	135,000	-
447-6150-661.70-04	Structures/Improvements			19,200	-
447-6150-661.70-05	Vehicles		936,000		-
CAPITAL		34,459	1,017,400	154,200	-
TOTAL EXPENDITURES		3,540,262	4,122,182	4,064,861	3,968,174

CITY OF PORT HUENEME

Landscape Maintenance

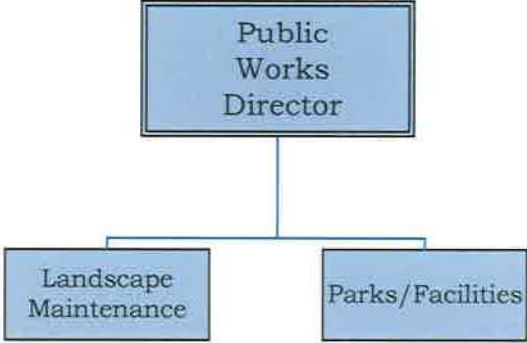


It is the Mission of the Landscape Maintenance Division to provide excellent professional and technical services in the care and maintenance of the City's landscaped properties.

"The Friendly City by the Sea"

City of Port Hueneme

Landscape Maintenance



Organization Chart

**CITY OF PORT HUENEME
FY 2017-18 BUDGET**

**Landscape Maintenance
General Fund**

MISSION

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

- Proper and timely cleaning and maintenance of City restrooms.

PRIMARY ACTIVITIES

Services provided by the Landscape Maintenance Division include the following:

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

MAJOR ACCOMPLISHMENTS IN 2016-2107:

- Evaluated the cost effectiveness of the operation through a comparison of in-house versus outsources services.

MAJOR INITIATIVES FOR 2017-2018

- Enhance water use practices to reduce the amount of wasted water.
- Increase the number of smart controllers at park areas throughout the city.



■■■ City of Port Hueneme - FY 2017-18 and FY 2018-19 Budget ■■■

General Fund 001-3104

Landscape Maintenance

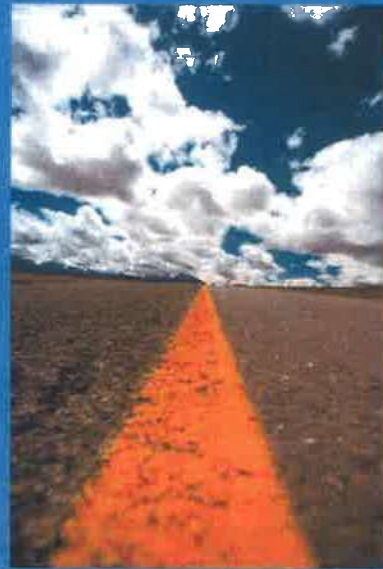
Division Summary

Expenditure Description	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Salaries & Benefits	757,383	515,063	620,167	632,570
Operational Charges	144,036	81,506	178,100	181,662
Capital Expenditures	392	-	-	0
ISF Charges	164,303	165,000	201,512	205,144
Total Expenditures	1,066,114	761,569	999,779	1,019,376

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	Actuals FY 15/16	Projected FY 16/17	Projected 17/18	Projected 18-19
Landscape Maintenance					
001-3104-631.10-01	Full Time	325,060	247,000	288,375	294,143
001-3104-631.10-02	Part Time	55,328	35,009	62,386	63,634
001-3104-631.10-03	Overtime	10,623	6,000	15,000	15,300
001-3104-631.10-04	Standby	7,255	6,000	6,200	6,324
001-3104-631.11-02	Cafeteria Earnings	5,891	4,940	6,444	6,573
001-3104-631.11-03	Longevity Pay	9,160	4,596	1,024	1,044
001-3104-631.11-04	Mgmt Benefit	-	-	-	-
001-3104-631.11-09	Annual Leave Buyout	40,383	4,645	4,600	4,692
001-3104-631.20-01	Taxes FICA-Employer	27,976	18,000	21,160	21,584
001-3104-631.20-02	Taxes FICA-Employee	18,047	-	-	-
001-3104-631.20-03	Taxes Medicare-Employer	6,604	4,205	4,949	5,048
001-3104-631.20-04	Taxes Medicare-Employee	4,282	-	-	-
001-3104-631.21-01	PERS	111,041	94,527	110,361	112,568
001-3104-631.21-04	POB PERS Debt Svc Alloc	40,902	20,496	20,946	21,365
001-3104-631.21-05	PERS Rate Stabilization	-	-	-	-
001-3104-631.22-01	LTD/Life Insurance	3,180	2,425	2,636	2,689
001-3104-631.23-01	City Contr Def Comp-401K	955	-	-	-
001-3104-631.25-01	Medical Insurance	85,834	63,530	71,794	73,230
001-3104-631.25-02	Dental Insurance	3,550	2,670	3,134	3,197
001-3104-631.25-03	Vision Insurance	1,312	1,020	1,157	1,180
SALARY AND BENEFITS		757,383	515,063	620,167	632,570
001-3104-631.36-05	Cont Svcs-Outside Labor	80,799	33,719	-	-
001-3104-631.36-06	Cont Svcs-Uniform Svcs	5,699	-	5,500	5,610
001-3104-631.36-08	Cont Svcs-Miscellaneous	2,920	5,400	110,000	112,200
001-3104-631.36-10	Contra Acc Internal Labor	-	-	-	-
001-3104-631.40-02	Cell Phones	1,255	650	1,300	1,326
001-3104-631.51-01	Conference/Travel	1,855	55	2,000	2,040
001-3104-631.52-01	Office Supplies	120	-	400	408
001-3104-631.61-08	Janitorial Supplies	7,297	6,072	7,500	7,650
001-3104-631.61-09	Landscape Supplies	19,184	23,110	18,000	18,360
001-3104-631.61-11	Misc Supplies	702	4,500	3,000	3,060
001-3104-631.61-15	Safety Supplies	7,144	-	7,000	7,140
001-3104-631.61-20	Plant Material	2,674	5,000	3,000	3,060
001-3104-631.62-01	Mower Parts	1,643	-	1,700	1,734
001-3104-631.62-02	Repair Parts	1,245	-	9,000	9,180
001-3104-631.62-04	Small Tools	2,090	-	7,200	7,344
001-3104-631.62-06	Equipment Maint Matl	1,116	-	1,100	1,122
001-3104-631.62-07	Irrigation Maint Repair	6,858	3,000	-	-
001-3104-631.65-01	Dues/Memberships	1,365	-	1,300	1,326
001-3104-631.65-02	Publications	70	-	100	102
001-3104-631.90-03	ISF Allocation Expenses	164,303	165,000	201,512	205,144
OPERATING EXPENSES		308,339	246,506	379,612	386,806
001-3104-631.70-04	Structures/Improvements	392	-	-	80,000
CAPITAL		392	-	-	80,000
TOTAL EXPENDITURES		1,066,114	761,569	999,779	1,099,376

CITY OF PORT HUENEME

Special Revenue Funds



The Mission of the Public Works Enterprise Department is to provide services vital to the health of the community by delivering a high-quality, uninterrupted supply of water and efficiently managing waste materials.

"The Friendly City by the Sea"



■ ■ ■ City of Port Hueneme - FY 2017-18 and FY 2018-19 Budget ■ ■ ■

Special Revenue Funds

Account Summary

Direct Revenue	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Revenues	1,189,143	1,306,954	1,869,195	1,728,789
Total Revenues	1,189,143	1,306,954	1,869,195	1,728,789

Expenditure Description	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Salaries & Benefits	-	-	-	-
Operational Charges	330,221	751,810	564,788	577,700
Cost Allocation Charges	472,329	463,994	475,961	475,961
Capital Expenditures	615,960	260,000	748,000	336,000
Transfer Out - WW Operations	39,399	40,000	40,000	40,000
Total Expenditures	1,457,908	1,515,804	1,828,749	1,429,661

Net Appropriations	(268,765)	(208,850)	40,446	299,128
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■■■ City of Port Hueneme - FY 2017-18 and FY 2018-19 Budget ■■■

Stormwater Fund 133-6155		Stormwater Program		
Account Summary				
Direct Revenue	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Revenues	162,067	95,894	183,750	97,623
Total Revenues	162,067	95,894	183,750	97,623
Expenditure Description	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Salaries & Benefits	-	-	-	-
Operational Charges	22,730	42,800	43,656	44,529
Cost Allocation	12,938	13,094	13,094	13,094
Capital Expenditures	-	-	87,000	-
Transfer Out - WW Operations	39,399	40,000	40,000	40,000
Total Expenditures	75,067	95,894	183,750	97,623
Net Appropriations	87,000	0	0	0

Authorized Positions:

None

Purpose of Account:

The Stormwater Program is partially funded by a countywide benefit assessment program collected by the County of Ventura on behalf of the cities in Ventura County, the County and the Watershed Protection District. The benefit assessment program funds are used to purchase supplies, such as "Mutt Mitts" and storm drain stencils among other supplies, for the stormwater program.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	Actuals FY 15/16	Projected FY 16/17	Projected 17-18	Projected 18-19
Stormwater Program					
133-0000-573.00-00	Stormwater Program	2,027	2,200	2,244	2,289
133-0000-591.01-00	General Fund	160,040	93,694	94,506	95,334
133-0000	RSA Successor Agency	-	-	28,000	-
133-0000-597.98-00	Budget Carry Over		-	59,000	-
TOTAL REVENUE		162,067	95,894	183,750	97,623
OPERATING EXPENSES					
133-6155-661.40-01	Utilities	3,197	3,700	3,774	3,849
133-6155-661.51-01	Conference/Travel		1,000	1,020	1,040
133-6155-661.52-01	Office Supplies		100	102	104
133-6155-661.61-07	General System Maint	19,533	38,000	38,760	39,535
133-6155-661.90-01	Cost Allocation	12,938	13,094	13,094	13,094
133-6155-661.90-72	Wastewater Operations	39,399	40,000	40,000	40,000
OPERATING EXPENSES		75,067	95,894	96,750	97,623
CAPITAL					
133-6155-661.70-04	Structures/Improvements	-	-	87,000	-
CAPITAL		-	-	87,000	-
TOTAL EXPENDITURES		75,067	95,894	183,750	97,623
REVENUE/(LOSS)		87,000	-	-	-



■■■ City of Port Hueneme - FY 2017-18 and FY 2018-19 Budget ■■■

**Drainage Assessment District
151-246**

**Drainage Assessment District
Account Summary**

Direct Revenue	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Revenues	182,838	185,000	185,049	185,049
Total Revenues	182,838	185,000	185,049	185,049

Expenditure Description	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Salaries & Benefits	-	-	-	-
Operational Charges	46	326,782	142,619	142,619
Cost Allocation Charges	42,239	42,430	42,430	42,430
Capital Expenditures	-	-	-	-
Total Expenditures	42,285	369,212	185,049	185,049

Net Appropriations	140,553	(184,212)	-	-
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Authorized Positions:

None

Purpose of Account:

In 1995, the City formed the Port Hueneme Park Maintenance Assessment District No. 95-3 for the purpose of maintaining City parks. In 1997, the District was renamed the Port Hueneme Drainage Maintenance Assessment District and the description of maintenance and improvements was modified to conform with the requirements of Proposition 218.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	Actuals FY 15/16	Projected FY 16/17	Projected 17-18	Projected 18-19
Drainage Assessment					
151-0000-511.16-00	Assessment Revenues	182,838	185,000	185,049	185,049
TOTAL REVENUE		182,838	185,000	185,049	185,049
151-3246-632.36-08	Cont Svcs-Miscellaneous		162,200	129,969	129,969
151-3246-632.40-01	Utilities	46	-	12,650	12,650
151-3246-632.58-34	PRIOR YEAR EXPENSES		164,582	-	-
151-3246-632.90-01	Cost Allocation	42,239	42,430	42,430	42,430
OPERATING EXPENSES		42,285	369,212	185,049	185,049
TOTAL EXPENDITURES		42,285	369,212	185,049	185,049
REVENUE/(LOSS)		140,553	(184,212)	-	-



■ ■ ■ City of Port Hueneme - FY 2017-18 and FY 2018-19 Budget ■ ■ ■

Lighting Assessment District 152-3248	Lighting Assessment District Account Summary			
Direct Revenue	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Revenues	120,538	241,761	122,511	122,511
Total Revenues	120,538	241,761	122,511	122,511
Expenditure Description	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Salaries & Benefits	-	-	-	-
Operational Charges	155,035	146,900	113,233	113,233
Cost Allocation Charges	8,422	9,278	9,278	9,278
Capital Expenditures	-	-	-	-
Total Expenditures	163,457	156,178	122,511	122,511
Net Appropriations	(42,919)	85,583	-	-

Authorized Positions:
None

Purpose of Account:

The City of Port Hueneme formed its Lighting Maintenance Assessment District No. 87-1 in 1988 for the purpose of maintaining and servicing public lighting facilities owned by either the City or Southern California Edison and located within the public right-of-way boundaries of the City.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	Actuals FY 15/16	Projected FY 16/17	Projected 17-18	Projected 18-19
Street Lights Assessment					
152-0000-511.16-00	Assessment Revenues	120,538	123,000	122,511	122,511
152-0000-591.01-00	General Fund		118,761		
TOTAL REVENUE		120,538	241,761	122,511	122,511
152-3248-632.36-08	Cont Svcs-Miscellaneous	1,456	1,800	1,836	1,836
152-3248-632.40-01	Utilities	153,579	145,100	111,397	111,397
152-3248-632.90-01	Cost Allocation	8,422	9,278	9,278	9,278
OPERATING EXPENSES		163,457	156,178	122,511	122,511
TOTAL EXPENDITURES		163,457	156,178	122,511	122,511
REVENUE/(LOSS)		(42,919)	85,583	-	-



■ ■ ■ City of Port Hueneme - FY 2017-18 and FY 2018-19 Budget ■ ■ ■

Median Assessment District 153-3247	Median Assessment District Account Summary			
Direct Revenue	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Revenues	176,488	299,795	397,204	397,204
Total Revenues	176,488	299,795	397,204	397,204
Expenditure Description	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Salaries & Benefits	-	-	-	-
Operational Charges	12,409	105,600	9,980	9,980
Cost Allocation Charges	385,391	387,224	387,224	387,224
Capital Expenditures	-	-	-	-
Total Expenditures	397,800	492,824	397,204	397,204
Net Appropriations	-221,312	-193,029	0	0

Authorized Positions:
None

Purpose of Account:

The Parkway and Median Assessment District No. 91-1 was formed by the City in 1991 for the purpose of installing and maintaining public landscaping in the parkways and medians in the public rights-of-way within the City.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	Actuals FY 15/16	Projected FY 16/17	Projected 17-18	Projected 18-19
Median Dist. Assessment					
153-0000-511.16-00	Assessment Revenues	176,488	179,000	397,204	397,204
153-0000-591.01-00	General Fund		120,795		
TOTAL REVENUE		176,488	299,795	397,204	397,204
153-3247-632.36-08	Cont Svcs-Miscellaneous	163	92,200	-	-
153-3247-632.40-01	Utilities	4,578	3,700	9,980	9,980
153-3247-632.61-11	Misc Supplies	7,668	9,700	-	-
153-3247-632.90-01	Cost Allocation	385,391	387,224	387,224	387,224
OPERATING EXPENSES		397,800	492,824	397,204	397,204
TOTAL EXPENDITURES		397,800	492,824	397,204	397,204
REVENUE/(LOSS)		(221,312)	(193,029)	-	-



■■■ City of Port Hueneme - FY 2017-18 and FY 2018-19 Budget ■■■

TDA Fund 207-3110

**Transportation Development Act
Account Summary**

Direct Revenue	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Revenues	56,158	79,924	136,300	73,339
Total Revenues	56,158	79,924	136,300	73,339

Expenditure Description	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Salaries & Benefits	-	-	-	-
Operational Charges	9,202	4,924	25,300	37,339
Cost Allocation Charges	-	-	-	-
Capital Expenditures	80,612	-	111,000	36,000
Total Expenditures	89,814	4,924	136,300	73,339

Net Appropriations	(33,656)	75,000	-	-
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Purpose of Account:

The Transportation Development Act (TDA) is a Federal grant administered by the State. TDA funds' first priority is to provide transportation services. If all unmet transportation needs are met, the remaining TDA funds can be used for the same purposes as Gas Tax funds.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	Actuals FY 15/16	Projected FY 16/17	Proposed 17/18	Proposed 18-19
Transportation Dvlp Fund					
207-0000-552.24-00	Interest	443	400	300	300
207-0000-562.35-00	TDA Article 4	55,715	79,524	90,000	47,039
207-0000-320-10-00	Fund Balance	-	-	46,000	26,000
TOTAL REVENUE		56,158	79,924	136,300	73,339
				-	-
207-3110-631.63-12	Bus Stop Maintenance	9,202	4,924	25,300	37,339
207-3110-631.90-01	Cost Allocation		-	-	-
OPERATING EXPENSES		9,202	4,924	25,300	37,339
				-	-
207-3110-631.70-04	Structures/Improvements	80,612		111,000	36,000
CAPITAL		80,612	-	111,000	36,000
				-	-
TOTAL EXPENDITURES		89,814	4,924	136,300	73,339
				-	-
REVENUE/(LOSS)		(33,656)	75,000	-	-



■ ■ ■ City of Port Hueneme - FY 2017-18 and FY 2018-19 Budget ■ ■ ■

Gas Tax Fund 210-3112

**Gas Tax
Account Summary**

Direct Revenue	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Revenues	479,773	392,000	634,081	842,763
Total Revenues	479,773	392,000	634,081	842,763

Expenditure Description	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Salaries & Benefits	-	-	-	-
Operational Charges	100,410	112,700	220,000	220,000
Cost Allocation Charges	23,339	11,968	23,935	23,935
Capital Expenditures	464,958	260,000	350,000	300,000
Total Expenditures	588,707	384,668	593,935	543,935

Net Appropriations	(108,935)	7,332	40,146	298,828
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Purpose of Account:

The Gas Tax Fund is State funded. These funds can be used for the construction of new streets including curb, gutters and sidewalks as well as for the repair, reconstruction and maintenance of existing streets, curb, gutters and sidewalks. Gas Tax funds can also be used for the installation of traffic signs, markers and signals, bridge widening and repair, installation of guardrails for traffic safety, traffic lane striping, bikeway repair and installation and other street related work.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	Actuals FY 15/16	Projected FY 16/17	Proposed 17/18	Proposed 18-19
210-0000-552.24-00	Interest	1,751	1,000	1,002	1,006
210-0000-562.23-29	2103	104,178	50,000	80,956	107,641
210-0000-562.23-30	2105	127,598	110,000	178,104	236,811
210-0000-562.23-31	2106	85,394	76,000	123,054	163,616
210-0000-562.23-32	2107	155,852	150,000	242,869	322,924
210-0000-562.23-33	2107.5	5,000	5,000	8,096	10,764
TOTAL REVENUE		479,773	392,000	634,081	842,763
				-	-
210-3112-631.36-08	Cont Svcs-Miscellaneous	24,704	15,000	55,000	55,000
210-3112-631.36-13	Cont Svcs-Striping	998	17,000	45,000	45,000
210-3112-631.36-15	Cont Svcs-Traffic	44,065	27,000	55,000	55,000
210-3112-631.58-12	Misc Expenditures	9,858	7,800	6,000	6,000
210-3112-631.61-13	Paint Supplies	4,593	11,600	9,000	9,000
210-3112-631.63-01	Road Materials	5,445	7,400	15,000	15,000
210-3112-631.63-03	Street Signs	5,175	19,000	15,000	15,000
210-3112-631.63-06	Curb/Gutter/Sidewalk	2,980	4,200	10,000	10,000
210-3112-631.63-07	Misc Repairs	2,591	2,600	5,000	5,000
210-3112-631.63-08	Street Repair Equipment		1,100	5,000	5,000
210-3112-631.90-01	Cost Allocation	23,339	11,968	23,935	23,935
OPERATING EXPENSES		123,749	124,668	243,935	243,935
				-	-
210-3112-631.70-04	Structures/Improvements	464,958	260,000	350,000	300,000
CAPITAL		464,958	260,000	350,000	300,000
				-	-
TOTAL EXPENDITURES		588,707	384,668	593,935	543,935
				-	-
REVENUE/(LOSS)		(108,935)	7,332	40,146	298,828



■ ■ ■ City of Port Hueneme - FY 2017-18 and FY 2018-19 Budget ■ ■ ■

Bike/Pedestrian Fund 212-3111	Bike/Pedestrian Path Account Summary			
Direct Revenue	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Revenues	11,282	12,580	10,300	10,300
Total Revenues	11,282	12,580	10,300	10,300
Expenditure Description	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Salaries & Benefits	-	-	-	-
Operational Charges	30,387	12,104	10,000	10,000
Capital Expenditures	70,390	-	-	-
Total Expenditures	100,777	12,104	10,000	10,000
Net Appropriations	(89,495)	476	300	300

Purpose of Account:

Transportation Development Act Article 3 funds are State funded and are used for the planning and construction of bicycle and pedestrian facilities. These funds are allocated annually by the Ventura County Transportation Commission based on the type of project submitted and on the funds available.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	Actuals FY 15/16	Projected FY 16/17	Proposed 17/18	Proposed 18-19
Art 3 Bike/Ped Path Fund				-	-
212-0000-552.24-00	Interest	484	250	300	300
212-0000-562.24-10	Bike Path	10,798	12,330	10,000	10,000
TOTAL REVENUE		11,282	12,580	10,300	10,300
				-	-
212-3111-631.36-08	Cont Svcs-Miscellaneous	30,387	12,104	10,000	10,000
OPERATING EXPENSES		30,387	12,104	10,000	10,000
				-	-
212-3111-631.70-04	Structures/Improvements	70,390	-	-	-
CAPITAL		70,390	-	-	-
				-	-
TOTAL EXPENDITURES		100,777	12,104	10,000	10,000
				-	-
REVENUE/(LOSS)		(89,495)	476	300	300



■ ■ ■ City of Port Hueneme - FY 2017-18 and FY 2018-19 Budget ■ ■ ■

Federal STP 213-5615

**Federal STP
Account Summary**

Direct Revenue	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Revenues	-	-	200,000	-
Total Revenues	-	-	200,000	-
Expenditure Description	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Salaries & Benefits	-	-	-	-
Operational Charges				
Capital Expenditures			200,000	
Total Expenditures	-	-	200,000	-
Net Appropriations	-	-	-	-

Authorized Positions:
None

Purpose of Account:

Transportation Development Act Article 3 funds are State funded and are used for the planning and construction of bicycle and pedestrian facilities. These funds are allocated annually by the Ventura County Transportation Commission based on the type of project submitted and on the funds available.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	Actuals FY 15/16	Projected FY 16/17	Proposed 17/18	Proposed 18-19
Federal STP Fund				-	-
213-0000-561.15-00	State STP Grant		-	200,000	-
TOTAL REVENUE		-	-	200,000	-
				-	-
213-3113-631.70-04	Structures/Improvements		-	200,000	-
CAPITAL		-	-	200,000	-
				-	-
TOTAL EXPENDITURES		-	-	200,000	-
				-	-
REVENUE/(LOSS)		-	-	-	-

CITY OF PORT HUENEME
FY 2017-18 and FY 2018-19 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 2016-2017:

- 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.
- Transferred viable assets for repurposing rather than purchase new.

MAJOR INITIATIVES FOR 2017-18 and 2018-19

- Continue focus of reducing overall program costs by outsourcing or insourcing for efficiency.
- Update inventory condition assessment list.
- Research alternative suppliers with focus on reducing cost without sacrificing quality.

Multi-year Initiatives

- Evaluate all inventory each year and update replacement versus repair cost benefit.
- Research additional joint powers purchasing contracts for potential cost saving benefits

CHANGES FROM PRIOR YEAR

- Continue to monitor cost benefit of maintaining single Fleet Mechanic

CITY OF PORT HUENEME

Internal Service Funds



“The Friendly City by the Sea”



■■■ City of Port Hueneme - FY 2017-18 and FY 2018-19 Budget ■■■

Fleet Internal Service Fund

Source of Funds	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
General Fund	756,710	740,709	697,439	706,987
Total Revenues	756,710	740,709	697,439	706,987

Expenditure Description	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Salaries & Benefits	240,317	128,633	166,525	170,688
Operational Charges	493,830	502,086	511,900	516,900
Capital Expenditures	-	-	-	0
Allocation Charges	-	-	-	0
ISF Charges	22,563	109,990	19,014	19,394
Total Expenditures	756,710	740,709	697,439	706,982

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	Actuals FY 15/16	Projected FY 16/17	Proposed 17/18	Proposed 18-19
Internal Svc - Fleet/Equip				-	-
448-0000-591.90-00	ISF Allocations	756,710	740,709	697,439	706,982
TOTAL REVENUE		756,710	740,709	697,439	706,982
				-	-
448-3103-631.10-01	Full Time	125,893	72,566	97,101	99,529
448-3103-631.10-03	Overtime		265	270	277
448-3103-631.11-02	Cafeteria Earnings	1,718	7,006	7,136	7,314
448-3103-631.11-03	Longevity Pay	4,971	645	-	-
448-3103-631.11-04	Mgmt Benefit		-	-	-
448-3103-631.11-09	Annual Leave Buyout	38,297	305	-	-
448-3103-631.11-10	Comp leave buy-out	365		-	-
448-3103-631.20-01	Taxes FICA-Employer	10,073	4,990	6,479	6,641
448-3103-631.20-02	Taxes FICA-Employee	8,262		-	-
448-3103-631.20-03	Taxes Medicare-Employer	2,356	1,167	1,515	1,553
448-3103-631.20-04	Taxes Medicare-Employee	1,932		-	-
448-3103-631.21-01	PERS	40,251	30,800	39,995	40,995
448-3103-631.21-04	POB PERS Debt Svc Alloc	17,020	8,529	8,529	8,742
448-3103-631.21-05	PERS Rate Stabilization		-	-	-
448-3103-631.22-01	LTD/Life Insurance	965	220	427	438
448-3103-631.23-01	City Contr Def Comp-401K	146	-	420	431
448-3103-631.25-01	Medical Insurance	19,118	1,850	4,237	4,343
448-3103-631.25-02	Dental Insurance	1,366	160	234	240
448-3103-631.25-03	Vision Insurance	265	130	181	186
448-3103-631.28-01	Incr/Decr Annual Lv Value	(32,682)	-	-	-
SALARIES AND BENEFITS		240,317	128,633	166,525	170,688
				-	-
448-3103-631.36-05	Cont Svcs-Outside Labor	157,467	-	-	-
448-3103-631.36-06	Cont Svcs-Uniform Svcs	2,403	1,463	1,500	1,500
448-3103-631.36-08	Cont Svcs-Miscellaneous	19,641	150,174	161,000	161,000
448-3103-631.36-18	Car Wash Contract	11,970	234	-	-
448-3103-631.52-03	Printing		240	200	200
448-3103-631.58-40	Regulatory Compliance Fee	17,392	19,000	20,000	20,000
448-3103-631.61-06	Gasoline	163,851	171,000	200,000	205,000
448-3103-631.61-11	Misc Supplies	1,179	385	1,200	1,200
448-3103-631.61-12	Oil	9,890	22,210	12,500	12,500
448-3103-631.62-02	Repair Parts	60,328	83,322	65,000	65,000
448-3103-631.62-04	Small Tools		2,430	2,500	2,500
448-3103-631.62-05	Tires/Tubes	46,874	51,628	48,000	48,000
448-3103-631.65-01	Dues/Memberships	73	-	-	-
448-3103-631.70-02	Equipment	2,763		-	-
448-3103-631.90-03	ISF Allocation Expenses	22,563	109,990	19,014	19,394
OPERATING EXPENSES		516,393	612,076	530,914	536,294
				-	-
TOTAL EXPENDITURES		756,710	740,709	697,439	706,982
				-	-
REVENUE/(LOSS)		-	(0)	(0)	(0)



■■■ City of Port Hueneme - FY 2017-18 and FY 2018-19 Budget ■■■

Internal Svc Fund 449-1264

Risk Management Services

Account Summary

Expenditure Description	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Salaries & Benefits	0	0	0	0
Operational Charges	1,373,223	1,490,165	1,794,629	1,830,525
Capital Expenditures	0	0	0	0
Total Expenditures	1,373,223	1,490,165	1,794,629	1,830,525

Purpose of Account:

Risk Management integrates recognition of risk, risk assessment, developing strategies to manage it, and mitigation of risk using managerial resources. The Risk Management account includes Environment, General Liability, Property, Workers Compensation and miscellaneous insurances and is cost allocated among respective departments.

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	Actuals FY 15/16	Projected FY 16/17	Projected 17-18	Projected 18-19
Internal Svc - Risk Admin					
449-0000-591.90-00	ISF Allocations	1,373,223	1,490,165	4,267,629	1,830,525
TOTAL REVENUE		1,373,223	1,490,165	4,267,629	1,830,525
449-1264-612.50-02	Environment Insurance	11,748	5,321	5,427	5,536
449-1264-612.50-03	Gen Liability Retro Adj		119,248	180,094	183,696
449-1264-612.50-04	Gen Liability Insurance	458,078	572,598	744376.96	759,265
449-1264-612.50-05	Insurance-Misc	2,216	1,414	1442.28	1,471
449-1264-612.50-06	Property Insurance	123,277	97,489	99438.78	101,428
449-1264-612.50-08	Workers Compensation Ins	702,551	736,770	807430.4	823,529
449-1264-612.50-09	Workers Comp Retro Adj.	73,973	(45,275)	-46180.5	(47,104)
449-1264-612.51-01	Conference/Travel	594	2,000	2000	2,081
449-1264-612.58-12	Misc Expenditures	786	600	600	623
OPERATING EXPENSES		1,373,223	1,490,165	1,794,629	1,830,525
TOTAL EXPENDITURES		1,373,223	1,490,165	1,794,629	1,830,525
REVENUE/(LOSS)				0	-

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CITY OF PORT HUENEME

Redevelopment Successor Agency



The Mission of the Redevelopment Successor Agency is to expeditiously wind-down the affairs of the former Redevelopment Agency with the direction of the Successor Agency Oversight Board.

"The Friendly City by the Sea"



■■■ City of Port Hueneme - FY 2017-18 and FY 2018-19 Budget ■■■

RSA 882-8703		Redevelopment Successor Agency			
		Division Summary			
Source of Funds	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19	
ROPS Revenue	5,027,719	2,552,979	2,664,854	2,550,121	
Total Revenues	5,027,719	2,552,979	2,664,854	2,550,121	
Expenditure Description	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19	
Salaries & Benefits	103,694	117,871	41,843	43,047	
Operational Charges	60,189	50,125	63,000	63,000	
Debt Service	546,616	2,302,979	2,300,881	2,300,121	
Cost Allocation Charges	99,461	6,994	6,994	6,994	
ISF Charges	3,952	4,000	3,331	3,398	
Capital Expenditures	-	-	88,000	-	
Total Expenditures	813,912	2,481,969	2,504,048	2,416,560	
Net Appropriations	4,213,808	71,010	160,806	133,561	

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	Actuals FY 15/16	Projected FY 16/17	Proposed 17-18	Proposed 18/19
Rda Obligation Retirement				-	-
882-0000-511.22-00	ROPS Revenue	2,482,673	2,552,979	2,664,854	2,550,121
882-0000-552.21-00	Investments	2,103	-	-	-
882-0000-552.22-00	Fiscal Agent Interest	14,796	-	-	-
882-0000-599.99-00	Extraordinary Gain/Loss	2,528,147	-	-	-
TOTAL REVENUE		5,027,719	2,552,979	2,664,854	2,550,121
882-8600-887.10-01	Full Time	50,731	66,091	27,647	28,338
882-8600-887.11-02	Cafeteria Earnings	3,752	3,836	-	-
882-8600-887.11-03	Longevity Pay	1,285	2,500	-	-
882-8600-887.11-04	Mgmt Benefit	-	-	-	-
882-8600-887.11-05	Auto Allowance	11	60	-	-
882-8600-887.11-09	Annual Leave Buyout	4,489	519	-	-
882-8600-887.20-01	Taxes FICA-Employer	3,781	4,490	1,287	1,319
882-8600-887.20-02	Taxes FICA-Employee	2,358	-	-	-
882-8600-887.20-03	Taxes Medicare-Employer	884	1,050	403	413
882-8600-887.20-04	Taxes Medicare-Employee	551	-	-	-
882-8600-887.21-01	PERS	21,832	27,718	10,581	11,004
882-8600-887.21-04	POB PERS Debt Svc Alloc	11,635	7,757	-	-
882-8600-887.21-05	PERS Rate Stabilization	-	-	-	-
882-8600-887.22-01	LTD/Life Insurance	372	442	142	146
882-8600-887.23-01	City Contr Def Comp-401K	984	1,034	-	-
882-8600-887.23-02	City Contr Def Comp-457	25	405	584	599
882-8600-887.25-01	Medical Insurance	100	966	1,073	1,100
882-8600-887.25-02	Dental Insurance	903	985	106	109
882-8600-887.25-03	Vision Insurance	-	18	20	21
SALARIES AND BENEFITS		103,694	117,871	41,843	43,047
882-8600-887.36-02	Cont Svcs-Outside Auditor	-	-	-	-
882-8600-887.36-08	Cont Svcs-Miscellaneous	43,282	47,325	60,000	60,000
882-8600-887.41-00	Repairs/Maintenance	350	2,800	3,000	3,000
882-8600-887.42-07	Oversight Board Expenses	-	-	-	-
882-8600-887.51-01	Conference/Travel	-	-	-	-
882-8600-887.52-01	Office Supplies	-	-	-	-
882-8600-887.53-00	ERAF Reimbursement	16,557	-	-	-
882-8600-887.90-01	Cost Allocation	99,461	6,994	6,994	6,994
882-8600-887.90-03	ISF Allocation Expenses	3,952	4,000	3,331	3,398
882-8600-887.90-40	ERAF Repayment	-	-	-	-
OPERATING EXPENSES		163,602	61,119	73,325	73,392

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	Actuals FY 15/16	Projected FY 16/17	Proposed 17-18	Proposed 18/19
882-8600-887.70-02	Equipment		-	-	-
882-8600-887.70-04	Structures/Improvements		-	-	-
CAPITAL			-	-	-
882-8600-887.80-02	Note Interest Expense	535,073	480,998	423,900	363,140
882-8600-887.80-03	Note Principal Expense		1,310,000	1,365,000	1,425,000
882-8600-887.80-04	Fiscal Agent Fees	11,544	10,000	10,000	10,000
882-8600-887.80-14	NCEL PN#1 Interest		-	-	-
882-8600-887.80-15	NCEL PN#1 Principal		501,981	501,981	501,981
DEBT SERVICE		546,616	2,302,979	2,300,881	2,300,121
TOTAL EXPENDITURES		813,912	2,481,969	2,416,049	2,416,560
REVENUE/(LOSS)		4,213,808	71,010	248,805	133,561

Housing Successor Agency



The Mission of the Housing Successor Agency is to assume and perform the housing functions previously performed by the City's dissolved Redevelopment Agency.

"The Friendly City by the Sea"



■■■ City of Port Hueneme - FY 2017-18 and FY 2018-19 Budget ■■■

Housing Successor Fund 714-8702	Housing Successor Fund Account Overview			
Source of Funds	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Revenues	253,632	241,120	231,540	231,540
Total Revenues	253,632	241,120	231,540	231,540
Expenditure Description	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Salaries & Benefits	78,787	99,449	-	-
Operational Charges	92,243	99,519	84,823	86,520
Capital Expenditures	-	-		
Allocation Charges	106,865	232,170	107,790	107,790
Internal Service Fund Charges	16,189	16,523	13,643	13,916
Total Expenditures	294,084	447,661	206,256	208,226
Net Appropriations	(40,452)	(206,541)	25,284	23,314

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	Actuals FY 15/16	Projected FY 16/17	Projected 17-18	Projected 18/19
Housing Succssor Fund				-	-
714-0000-511.20-00	ERAF Reimbursement	-	-	-	-
714-0000-531.14-00	Late Rent Fees	225	-	-	-
714-0000-551.20-00	309 & 323 E. C Street	25,976	26,000	24,360	24,360
714-0000-551.35-00	771 - 775 Jane Drive	23,215	25,000	24,360	24,360
714-0000-551.38-00	800 - 806 Jane Drive	22,628	24,360	24,360	24,360
714-0000-551.39-00	780 - 786 Jane Drive	36,032	24,360	24,360	24,360
714-0000-551.40-00	249 E A Street	73,283	74,000	73,200	73,200
714-0000-551.41-00	841 Jane Drive	49,080	60,900	60,900	60,900
714-0000-552.23-00	Loan Payoff Interest	7,516	5,000	-	-
714-0000-552.24-00	Interest	700	1,000	-	-
714-0000-584.00-00	Miscellaneous Revenues	350	500	-	-
714-0000-586.00-00	Loan Payoff Revenue	14,627	-	-	-
TOTAL REVENUE		253,632	241,120	231,540	231,540
				-	-
714-8702-887.10-01	Full Time	39,936	64,147	-	-
714-8702-887.10-03	Overtime		-	-	-
714-8702-887.10-04	Standby	10	-	-	-
714-8702-887.11-02	Cafeteria Earnings	2,109	2,861	-	-
714-8702-887.11-03	Longevity Pay	1,351	1,300	-	-
714-8702-887.11-04	Mgmt Benefit	600	-	-	-
714-8702-887.11-05	Auto Allowance	7	-	-	-
714-8702-887.11-06	Bilingual Premium	4	-	-	-
714-8702-887.11-09	Annual Leave Buyout	5,260	1,500	-	-
714-8702-887.11-10	Compensatory Leave Buyout		-	-	-
714-8702-887.20-01	Taxes FICA-Employer	3,166	4,399	-	-
714-8702-887.20-02	Taxes FICA-Employee	2,522	-	-	-
714-8702-887.20-03	Taxes Medicare-Employer	740	1,029	-	-
714-8702-887.20-04	Taxes Medicare-Employee	589	-	-	-
714-8702-887.21-01	PERS	13,310	13,288	-	-
714-8702-887.21-04	POB PERS Debt Svc Alloc	4,519	3,015	-	-
714-8702-887.21-05	PERS Rate Stabilization		-	-	-
714-8702-887.22-01	LTD/Life Insurance	365	585	-	-
714-8702-887.23-01	City Contr Def Comp-401K	15	-	-	-
714-8702-887.23-02	City Contr Def Comp-457	978	1,604	-	-
714-8702-887.25-01	Medical Insurance	3,087	5,217	-	-
714-8702-887.25-02	Dental Insurance	169	425	-	-
714-8702-887.25-03	Vision Insurance	49	79	-	-
SALARIES AND BENEFITS		78,787	99,449	-	-
				-	-
714-8702-887.40-01	Utilities	33,373	35,000	35,700	36,414
714-8702-887.41-00	Repairs/Maintenance	33,584	30,000	45,600	31,212
714-8702-887.	Management Fee	-	5,119	18,523	18,894
714-8702-887.58-03	Admin Fees	25,287	29,400	-	-
714-8702-887.90-01	Cost Allocation	106,865	232,170	107,790	107,790
714-8702-887.90-03	ISF Allocation Expenses	16,189	16,523	13,643	13,916
OPERATING EXPENSES		215,297	348,212	206,256	208,226
				-	-
714-8702-887.70-02	Equipment		-	-	-
CAPITAL		-	-	-	-
				-	-
TOTAL EXPENDITURES		294,084	447,661	206,256	208,226
				-	-

CITY OF PORT HUENEME

Surplus Property Authority



The Mission of the Surplus Property Authority is to promote the public interest, economy, and general welfare of the City and its residents by acquiring, owning, maintaining, operating, improving, and disposing of surplus real properties of the United States which are within or contiguous to the City.

"The Friendly City by the Sea"



■■■ City of Port Hueneme - FY 2017-18 and FY 2018-19 Budget ■■■

SPA Fund 713-8113

**Surplus Property Authority
Account Overview**

Source of Funds	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Revenues	(4,135,205)	64,618	64,618	47,056
Total Revenues	(4,135,205)	64,618	64,618	47,056

Expenditure Description	Actual 2015-16	Projected 2016-17	Proposed 2017-18	Proposed 2018-19
Salaries & Benefits	5,055	-	-	-
Operational Charges	96,529	-	-	-
Capital Expenditures	-	19,000	-	80,000
Cost Allocation Charges	34,164	-	-	-
Debt Service Fund	284,112	267,271	250,430	233,589
Total Expenditures	419,860	286,271	250,430	313,589

Net Appropriations	(4,555,065)	(221,653)	(185,812)	(266,533)
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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	Actuals FY 15/16	Projected FY 16/17	Proposed 17/18	Proposed 18/19
Surplus Property Authority					
713-0000-551.51-00	Steller	30,680	-	-	-
713-0000-551.52-00	Rudy's Oilfield	10,087	-	-	-
713-0000-551.55-00	MJ Waterworks	10,199	-	-	-
713-0000-551.56-00	Northrup Grumman	18,159	-	-	-
713-0000-551.57-00	Jane Dr	1,015	-	-	-
713-0000-551.58-00	781-785 Jane Dr	4,060	-	-	-
713-0000-552.24-00	Interest	33,679	64,618	64,618	47,056
713-0000-583.00-00	Misc- Salvage Sales	1,100,000	-	-	-
713-0000-599.99-00	Extraordinary Gain/Loss	(5,343,083)	-	-	-
TOTAL REVENUE		(4,135,205)	64,618	64,618	47,056
713-8113-871.10-01	Full Time	1,610	-	-	-
713-8113-871.11-02	Cafeteria Earnings	70	-	-	-
713-8113-871.11-05	Car Allowance	5	-	-	-
713-8113-871.11-06	Bilingual Premium	7	-	-	-
713-8113-871.11-09	Annual Leave Buyout	2,502	-	-	-
713-8113-871.20-01	Taxes FICA-Employer	172	-	-	-
713-8113-871.20-02	Taxes FICA-Employee	163	-	-	-
713-8113-871.20-03	Taxes Medicare-Employer	40	-	-	-
713-8113-871.20-04	Taxes Medicare-Employee	38	-	-	-
713-8113-871.21-01	PERS	311	-	-	-
713-8113-871.22-01	LTD/Life Insurance	10	-	-	-
713-8113-871.23-01	City Contr Def Comp-401K	15	-	-	-
713-8113-871.23-02	City Contr Def Comp-457	10	-	-	-
713-8113-871.25-01	Medical Insurance	97	-	-	-
713-8113-871.25-02	Dental Insurance	2	-	-	-
713-8113-871.25-03	Vision Insurance	2	-	-	-
SALARIES AND BENEFITS		5,055	-	-	-
713-8113-871.36-02	Cont Svcs-Outside Auditor	10,083	-	-	-
713-8113-871.36-08	Cont Svcs-Miscellaneous	21,000	-	-	-
713-8113-871.40-01	Utilities	2,667	-	-	-
713-8113-871.41-01	Rental Expenses	312	-	-	-
713-8113-871.41-04	Property Maintenance	23,118	-	-	-
713-8113-871.51-11	RDP-21 Travel Expenses	185	-	-	-
713-8113-871.65-01	Dues/Memberships	5,000	-	-	-
713-8113-871.90-01	Cost Allocation	34,164	-	-	-
713-8113-871.90-03	ISF Allocation Expenses	-	-	-	-
OPERATING EXPENSES		96,529	-	-	-
713-8113-871.70-04	Structures/Improvements	-	19,000	-	80,000
CAPITAL		-	19,000	-	80,000
713-8113-871.80-02	Note Interest Expense	284,112	267,271	250,430	233,589
713-8113-871.80-03	Note Principal Expense	-	-	-	-
DEBT SERVICE		284,112	267,271	250,430	233,589
TOTAL EXPENDITURES		385,696	286,271	250,430	313,589
REVENUE/(LOSS)		(4,520,901)	(221,653)	(185,812)	(266,533)

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City of Port Hueneme - Capital Improvement Program 2017-2022

PROJECT TITLE / DESCRIPTION	SOURCE OF FUNDS	2017-18	2018-19	2019-20	2020-21	2021-22	FUNDING TO COMPLETE
GENERAL GOVERNMENT-Information Technology							
1 Computer Replacement Program	General Fund	\$8,200	\$8,160	\$30,294	\$11,960		\$58,614
2 Replacement of One Server/Server Space	General	\$14,000	\$14,240			\$14,280	\$42,520
3 Network/Firewall/City General Services	General				\$33,660		
4 Electronic Document Management Implementation	General	\$12,000	\$25,500	\$25,500	\$18,360		\$81,360
Total Information Technology Projects		\$34,200	\$47,900	\$55,794	\$63,980	\$14,280	\$182,494
POLICE DEPARTMENT							
1 Equipment & Vehicle Purchases: Purchase two patrol vehicles (Tahoe). Includes upfitting.	General Fund	50000	\$51,000				\$51,000
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 \$10,500 in contract services by Facilities Maintenance.	General Fund	\$0	\$0	\$10,710	\$0	\$0	\$48,858
	Police Grant	\$0	\$0	\$38,148	\$0	\$0	
3 Network/Firewall/Police	General Fund-Police				\$22,440		\$22,440
4 Computer replacement	General Fund	\$29,500	\$11,424	\$15,147	\$13,688		
Total Police Projects		\$79,500	\$62,424	\$64,005	\$36,128	\$0	\$122,298

City of Port Hueneme - Capital Improvement Program 2017-2022

PROJECT TITLE / DESCRIPTION	SOURCE OF FUNDS	2017-18	2018-19	2019-20	2020-21	2021-22	FUNDING TO COMPLETE
RECREATION/COMMUNITY SERVICES PROJECTS							
1 Barbeque Replacements Program:	General Fund	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$50,000
2 Replace Lifeguard Towers: Priority Order is as follows: H1, H3, H2, Pier Tower, H6.	General Fund		\$40,000	\$40,000	\$50,000	\$40,000	\$170,000
Subtotal General Fund		\$10,000	\$50,000	\$50,000	\$60,000	\$50,000	\$220,000
3 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					\$60,000
4 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	\$160,000
5 Moranda Park Baseball Fields: Dethatch turf grass.	RDA Bond Proceeds					\$21,000	\$21,000
Subtotal RDA Proceeds		\$60,000	\$0	\$0	\$60,000	\$121,000	\$241,000
6 Moranda Park Basketball/Tennis Courts Replacement: Resurface of Tennis & Basket Ball Courts at Moranda Park: Pilot Test of one court in FY 16-17.	SPA		\$80,000	\$80,000	\$80,000		\$240,000
7 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.	TBD				\$65,000		
8 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
9 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
Total Recreation/Community Services Projects		\$70,000	\$130,000	\$154,800	\$295,900	\$267,000	\$852,700

City of Port Hueneme - Capital Improvement Program 2017-2022

PROJECT TITLE / DESCRIPTION	SOURCE OF FUNDS	2017-18	2018-19	2019-20	2020-21	2021-22	FUNDING TO COMPLETE
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		\$0	\$80,000	\$0	\$0	\$21,000	\$101,000
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.	General Fund	\$122,400					\$122,400
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
5 Council Chamber HVAC Replacement: Replace heating, ventilation, and air conditioning for the City Council Chamber.	TBD		\$55,000				\$55,000
6 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
7 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

City of Port Hueneme - Capital Improvement Program 2017-2022

PROJECT TITLE / DESCRIPTION	SOURCE OF FUNDS	2017-18	2018-19	2019-20	2020-21	2021-22	FUNDING TO COMPLETE
8 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	\$14,500	\$0				\$14,500
9 Community Center Furnace Replacement for Classrooms C and D: Replace furnaces	TBD	\$12,000					\$12,000
10 Pier Pile Strap Plate Replacement: Scope of work to be determined.	TBD		\$25,000				\$25,000
11 Public Works Surfside HVAC Replacement: This project includes mechanical engineering, equipment replacement, duct and air balancing work.	TBD					\$95,000	\$95,000
12 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
13 Community Center Termite Fumigation: Structural Dry-Wood fumigation required to treat infestation at the Community Center.	A, B, or C*	\$25,000					\$25,000
14 Hueneme Beach Picnic Pad Table Replacement: Replacement of cement picnic tables.	TBD				\$15,000		\$15,000
15 Hueneme Beach Walkway Lighting Replacement: Replace approximately 25 light poles.	TBD				\$75,000		\$75,000
16 Community Center Painting: Maintenance painting.	TBD	\$0	\$40,000	\$0	\$0	\$0	\$40,000
Total Facilities Maintenance Projects		\$213,900	\$495,000	\$330,000	\$90,000	\$95,000	\$1,223,900

City of Port Hueneme - Capital Improvement Program 2017-2022

PROJECT TITLE / DESCRIPTION		SOURCE OF FUNDS	2017-18	2018-19	2019-20	2020-21	2021-22	FUNDING TO COMPLETE
STREETS AND ENGINEERING DIVISION								
1	Street Rehabilitation Program - Overlay: Citywide mill and overlay of distressed pavements (spot locations).	Gas Tax	\$250,000	\$200,000	\$350,000	\$350,000	\$350,000	\$1,500,000
2	Street Rehabilitation Program - Microsurface: Microsurface 25% of the City's streets each year to maximize the service life of the City's street system.	Gas Tax	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$500,000
	Subtotal Gas Tax		\$350,000	\$300,000	\$450,000	\$450,000	\$450,000	\$2,000,000
3	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	\$36,000	\$36,000	\$36,720	\$37,454	\$38,203	\$184,378
4	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
	Subtotal TDA 4		\$111,000	\$36,000	\$36,720	\$37,454	\$38,203	\$259,378
	Street Rehabilitation Program - Overlay (Federal): Mill and overlay of distressed pavements on the Federal Highway System.	Federal STP	\$200,000	\$0	\$0	\$0	\$0	\$200,000
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
	Total Streets and Engineering Projects		\$661,000	\$336,000	\$486,720	\$567,454	\$488,203	\$2,539,378

City of Port Hueneme - Capital Improvement Program 2017-2022

PROJECT TITLE / DESCRIPTION	SOURCE OF FUNDS	2017-18	2018-19	2019-20	2020-21	2021-22	FUNDING TO COMPLETE
WATER DIVISION							
1	Emergency Water Supply Capability Generator necessary to provide emergency water supply.	\$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.	\$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).	\$100,000					\$100,000
4	PWSS Roof - 1/3 share of roof for building. Split between Enterprise funds	\$19,200					\$19,200
5	Computer Replacement		\$4,896	\$5,049			
Total Water Division Projects		\$949,200	\$9,004,896	\$6,005,049	\$4,000,000	\$11,000,000	\$30,949,200

City of Port Hueneme - Capital Improvement Program 2017-2022

PROJECT TITLE / DESCRIPTION	SOURCE OF FUNDS	2017-18	2018-19	2019-20	2020-21	2021-22	FUNDING TO COMPLETE
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						\$0
3 Citywide Sewer Mainline Grouting: Chemical grout injection throughout the sewer collection system to reduce infiltration.	Wastewater		\$25,500	\$26,010	\$26,530		\$78,040
4 Citywide Manhole Rehab: Perform complete manhole rehabilitation of 50 manholes.	Wastewater	\$45,000	\$45,900	\$46,818	\$47,754	\$48,709	\$234,182
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 PWSS Roof - 1/3 share of roof for building. Split between Enterprise funds	Wastewater	\$19,200					\$19,200
7 Samplers - 4 samplers at \$7,500 each	Wastewater	\$30,000					\$30,000
8 Lateral Camera	Wastewater	\$10,000					\$10,000
9 Jetter Hose	Wastewater	\$3,000					\$3,000
10 Computer Replacement	Wastewater		\$3,264	\$3,366			\$6,630
Total Wastewater Projects		\$392,200	\$74,664	\$76,194	\$74,285	\$48,709	\$666,052

City of Port Hueneme - Capital Improvement Program 2017-2022

PROJECT TITLE / DESCRIPTION	SOURCE OF FUNDS	2017-18	2018-19	2019-20	2020-21	2021-22	FUNDING TO COMPLETE
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 storm drain.	General Fund	\$35,000					\$35,000
3 Scott and Ponoma: Install CIPP liner in 115 feet of 18 x 24 inch CMP storm drain.	RDA Bond Proceeds	\$13,000					\$13,000
4 Anacapa Homes: Install CIPP liner in 180 feet of 18- inch CMP storm drain.	RDA Bond Proceeds	\$15,000					\$15,000
5 Seaview 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 storm drain.	TBD			\$237,500	\$237,500		\$475,000
7 Pleasant Valley Road: Clean and line 750 feet of 66 - inch CMP storm drain 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
SOLID WASTE DIVISION							
1 PWSS Roof - 1/3 share of roof for building. Split between Enterprise funds	Solid Waste	\$19,200					\$19,200
2 Commercial Front Load container Replacements	Solid Waste	\$135,000					
3 Computer Replacement	Solid Waste					\$1,709	\$1,709
Total Solid Waste Division Projects		\$154,200	\$0	\$0	\$0	\$1,709	\$20,909
Total CIP Projects		#NAME?	\$10,230,884	\$7,753,812	\$5,708,996	\$11,914,901	\$37,806,430



PERSONNEL BY DEPT (FTEs) FY 2017-2018, 2018-2019

Department/Title	Adopted 2015-16	Adopted 2016-17	Proposed 2017-18	Proposed 2018-19
City Administration				
City Council Member	5.00	5.00	5.00	5.00
City Manager	1.00	1.00	1.00	1.00
Deputy City Manager	1.00	1.00	1.00	1.00
City Clerk	1.00	1.00	1.00	1.00
Humna Resoruce Analyst	1.00	1.00	1.00	1.00
Management Intern - PT (1)	0.50	0.00	0.00	0.00
Admin Service Coordinator	0.00	0.00	0.50	0.50
Intern - PT (1)	0.00	0.00	0.50	0.50
Temp Admin Specialist	0.00	0.50	0.50	0.50
Total	9.50	9.50	10.50	10.50
General Government				
Deputy City Manager	0.00	0.00	0.00	0.00
IS/Technology Manager	1.00	1.00	1.00	1.00
Info Systems (PT)	0.50	0.00	0.50	0.50
Facilities Maintenance Tech	0.20	0.00	0.00	0.00
Total	1.70	1.00	1.50	1.50
Finance				
Finance Director	1.00	1.00	1.00	1.00
Deputy Finance Director	0.00	0.00	1.00	1.00
Accounting and Revenue Mgr.	1.00	1.00	0.00	0.00
Budget and Finance Mgr.	1.00	0.00	0.00	0.00
Senior Accountant	0.00	0.00	1.00	1.00
Accountant	1.00	1.00	1.00	1.00
Payroll Services Specialist	1.00	1.00	1.00	1.00
Annuitant	0.00	1.00	0.00	0.00
Fiscal Assistant	2.00	2.00	2.00	2.00
Fiscal Aide	2.00	1.00	1.00	1.00
Fiscal Aide PT - (1)	0.50	0.00	0.00	0.00
Total	9.50	8.00	8.00	8.00
Community Development				
Deputy City Manager	0.00	0.00	0.00	0.00
Comm Dev Director	1.00	0.00	0.00	0.00
Deputy Community Developemnt Director	0.00	1.00	1.00	1.00
Comm Dev Manager	0.00	1.00	2.00	2.00
Comm Dev Specialist	1.00	0.00	0.00	0.00
Comm Dev Technician	1.00	1.00	1.00	1.00
Code Compliance Manager	1.00	0.00	0.00	0.00
Code Compliance Officer	0.00	1.00	1.00	1.00
Parking Officer	1.00	1.00	1.00	1.00
Parking Officer - PT (3)	1.50	1.50	1.50	1.50
Annuitant	0.00	0.00	0.50	0.50
Total	6.50	6.50	8.00	8.00



PERSONNEL BY DEPT (FTEs) FY 2017-2018, 2018-2019

Department/Title	Adopted 2015-16	Adopted 2016-17	Proposed 2017-18	Proposed 2018-19
Police				
Police Chief	1.00	1.00	1.00	1.00
Police Lieutenant	1.00	0.00	0.00	0.00
Police Commander	0.00	1.00	1.00	1.00
Police Support Svcs. Div. Manager	1.00	1.00	1.00	1.00
Police Sergeant	4.00	4.00	4.00	4.00
Police Sergeant/Investigations	1.00	1.00	1.00	1.00
Senior Police Officer	4.00	4.00	4.00	4.00
Police Officer	8.00	8.00	8.00	8.00
Police Officer/Investigation	3.00	3.00	3.00	3.00
Senior Police Comm Officer	1.00	1.00	1.00	1.00
Police Comm Officer	4.00	3.00	2.00	2.00
Property & Evidence Supervisor	1.00	1.00	1.00	1.00
Sr. Police Records Technician	1.00	1.00	1.00	1.00
Police Comm Officer PT - (1)	0.50	0.00	0.50	0.50
Police Supp Svcs Officer PT - (2)	1.75	1.75	1.00	1.00
Court Liaison PT - (1)	0.00	0.00	0.50	0.50
Park Ranger PT -15-16 (4), 16-17 (10)	0.50	5.00	1.20	1.20
Total	32.75	35.75	31.20	31.20
Recreation & Community Services				
Deputy City Manager	0.00	0.00	0.00	0.00
Recreation Services & Management Analyst	1.00	0.00	0.00	0.00
Recreation & Comm Svcs Mgr	0.00	0.00	1.00	1.00
Rec & Comm Svcs Specialist	1.00	1.00	0.25	0.25
Facilities Maintenance Tech	0.80	0.80	0.00	0.00
Recreation Attendant PT - (1)	1.00	0.00	1.00	1.00
Custodian PT - (1)	0.50	0.50	0.50	0.50
Head Lifeguard	0.00	0.00	0.50	0.50
Lifeguard PT - (20), 16-17 (17)	2.50	4.25	4.00	4.00
Jr. Lifeguard PT - (1)	1.00	0.00	0.50	0.50
Total	7.80	6.55	7.75	7.75
Senior Nutrition Grant				
Senior Nutrition Coord PT - (1)				
Total	0.00	0.00	0.00	0.00



PERSONNEL BY DEPT (FTEs) FY 2017-2018, 2018-2019

Department/Title	Adopted 2015-16	Adopted 2016-17	Proposed 2017-18	Proposed 2018-19
Public Works				
Public Works Director	1.00	1.00	1.00	1.00
Deputy Public Works Director (2)	1.00	0.00	2.00	2.00
Housing & Facilities Svcs Asst	1.00	1.00	1.00	1.00
Facilities Maintenance Worker, Lead	1.00	0.00	1.00	1.00
Facilities Maintenance Worker I	0.00	0.00	3.00	3.00
Facilities Maintenance Worker II	3.00	0.00	0.00	0.00
Prinicpal Engineer	0.00	0.00	1.00	1.00
Associate Engineer	1.00	0.00	0.00	0.00
Construction Inspector I	1.00	1.00	1.00	1.00
Streets Maint Worker Lead	1.00	1.00	1.00	1.00
Streets Maint Worker I	3.00	4.00	3.00	3.00
Mechanic II	2.00	1.00	1.00	1.00
Mechanic I	0.00	0.00	1.00	1.00
Landscape Coordinator	1.00	0.00	0.00	0.00
Landscape Maint Worker II	2.00	0.00	2.00	2.00
Landscape Maint Worker I	4.00	0.00	4.00	4.00
Maintenance Worker I	0.05	0.00	0.00	0.00
Laborer	0.00	0.00	0.00	0.00
Laborer PT - (2)	1.00	0.00	0.50	0.50
Admin Specialist III	0.50	0.00	0.00	0.00
Admin Specialist II	0.00	0.00	0.00	0.00
Annuitant PT -	0.25	0.00	0.50	0.50
Grounds Maint Aide PT - (1)	0.50	0.00	0.50	0.50
Water Operations Manager	1.00	1.00	0.00	0.00
Water Supervisor	0.00	0.00	1.00	1.00
Water Operator Lead	1.00	1.00	1.00	1.00
Water Utility Operator I	3.00	2.00	2.00	2.00
Water Utility Operator II	1.00	1.00	1.00	1.00
Enviornmental Service Manager	1.00	1.00	0.00	0.00
Water Resource Inspector I	1.00	0.00	1.00	1.00
EIT/MIS Administrator	1.00	0.00	0.00	0.00
Electrical/Instrumentation Technician	0.00	1.00	1.00	1.00
Electrical/Mechanical Technician	1.00	0.00	0.00	0.00
Wastewater Maintenance Lead	1.00	1.00	1.00	1.00
Wastewater Maintenance II	2.00	0.00	0.00	0.00
Wastewater Maintenance I	1.00	3.00	3.00	3.00
Solid Waste Coordinator	1.00	1.00	1.00	1.00
Solid Waste Equipment Operator, Lead	0.00	0.00	0.00	0.00
Solid Waste Equipment Operator II	5.00	5.00	6.00	6.00
Solid Waste Equipment Operator I	0.00	0.00	1.00	1.00
Maintenance Worker I	0.95	1.00	1.00	1.00
Admin Specialist III	1.50	2.00	3.00	3.00
Admin Specialist II	2.00	1.00	3.00	3.00
Total	48.75	30.00	49.50	49.50



PERSONNEL BY DEPT (FTEs) FY 2017-2018, 2018-2019

Department/Title	Adopted 2015-16	Adopted 2016-17	Proposed 2017-18	Proposed 2018-19
Housing Authority				
City Manager	0.00	0.00	0.00	0.00
Deputy City Manager	0.00	0.00	0.00	0.00
Finance Director	0.00	0.00	0.00	0.00
Accounting and Revenue Manager	0.00	0.00	0.00	0.00
Senior Accountant	0.00	0.00	0.00	0.00
Fiscal Assistant	0.00	0.00	0.00	0.00
Fiscal Aide	0.00	0.00	1.00	1.00
Payroll Specialist	0.00	0.00	0.00	0.00
Deputy Comm Dev & Housing Director	1.00	0.00	0.00	0.00
Community Development Director	0.00	0.00	0.00	0.00
Housing Manager	0.00	0.00	1.00	1.00
Housing Programs Manager Lead	1.00	1.00	0.00	0.00
Housing Specialist	0.00	0.00	2.00	2.00
Housing Cust Svc Assistant	1.00	1.00	0.00	0.00
Clerical Aide	1.00	1.00	1.00	1.00
Fiscal Aide (PT)	0.00	0.50	0.00	0.00
Housing Maint worker II	0.00	0.00	1.00	1.00
Housing Maint worker II	1.00	0.00	0.00	0.00
Total	5.00	3.50	6.00	6.00
Redevelopment Successor Agency				
City Manager	0.00	0.00	0.00	0.00
City Clerk	0.00	0.00	0.00	0.00
Finance Director	0.00	0.00	0.00	0.00
Senior Accountant	0.00	0.00	0.00	0.00
Accountant	0.00	0.00	0.00	0.00
Accounting and Revenue Manager	0.00	0.00	0.00	0.00
Accountant	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00
Housing Successor Agency				
Community Programs Manager	0.00	0.00	0.00	0.00
Community Dev Specialist	0.00	1.00	0.00	0.00
Total	0.00	1.00	0.00	0.00



PERSONNEL BY DEPT (FTEs) FY 2017-2018, 2018-2019

Department/Title	Adopted 2015-16	Adopted 2016-17	Proposed 2017-18	Proposed 2018-19
Surplus Property Authority				
City Clerk	0.00	0.00	0.00	0.00
Finance Director	0.00	0.00	0.00	0.00
Accounting and Revenue Mgr.	0.00	0.00	0.00	0.00
Budget and Finance Mgr.	0.00	0.00	0.00	0.00
Supervising Accountant	0.00	0.00	0.00	0.00
Accountant	0.00	0.00	0.00	0.00
Community Dev Director	0.00	0.00	0.00	0.00
Comm Dev Specialist	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00
DEPARTMENT RECAP				
City Administration	9.50	9.50	10.50	10.50
General Government	1.70	1.00	1.50	1.50
Finance	9.50	8.00	8.00	8.00
Community Development	6.50	6.50	8.00	8.00
Police	32.75	35.75	31.20	31.20
Recreation & Community Services	7.80	6.55	7.75	7.75
Senior Nutrition Grant	0.00	0.00	0.00	0.00
Public Works	48.75	30.00	49.50	49.50
Housing Authority	5.00	3.50	6.00	6.00
Housing Successor Agency	0.00	1.00	0.00	0.00
Redevelopment Successor Agency	0.00	0.00	0.00	0.00
Surplus Property Authority	0.00	0.00	0.00	0.00
Grand Total	121.50	101.80	122.45	122.45
Full Time	108.80	87.80	107.25	107.25
Part Time/Seasonal	12.70	14.00	15.20	15.20
Total	121.50	101.80	122.45	122.45
Changes in FT		-21.00	19.45	0
Changes in PT		1.30	1.20	0
Total changes		-19.70	20.65	0

Changes Proposed FY 2007-2018 :

City Administration -●Added: PT Admin Svcs Coord, PT Intern

General Government -●Added: PT Info Systems

Finance- -●Added: Deputy Finance Director, Senior Accountant, ●Eliminated - Accounting and Revenue Manager, Budget and Finance Manager, Annuitant

Community Development- -●Added: Community Development Program Manager, Annuitant,, ●Eliminated - Code Compliance Manager

Police- -●Added: PT Communication Police Officer, Court Liaison, , ●Eliminated -Police Communications Officer , PT-Police Support Officer ●FTE Adjustment for Park Rangers

Recreation- -●Added: Recreation Manager, 2 PT Recreation Attendants, PT Head Lifeguard, PT Jr Lifeguard ●Eliminated - Rec & Comm Svcs Specialist, Facilities Maintenance Tech, 1 PT Lifeguard

Public Works

●Added: 2 Deputy Public Works Director, Principal Engineer Facilities Maintenance Worker Lead, 3 Facilities Maintenance Workers, Mechanic I, 8 Landscape Positions, Water Supervisor, Water Resource Inspector, Solid Waste Equipment Operator II, Solid Water Equipment Operator I, 3 Admins Specialist III, Admin Specialist II

●Eliminated: Street Maintenance Worker I, Water Operations Manager, Environmental Service Manager

Housing Authority ●Added: Housing Manager, 2 Housing Specialist, Housing Maint Worker II ●Eliminated -Housing Programs Manager Lead, Housing Customer Service Asst, Fiscal Aide (PT)



PERSONNEL ALLOCATIONS (FTEs) FY 2017-2018, 2018-2019

Department/Title	Adopted 2015-16	Adopted 2016-17	Proposed 2017-18	Proposed 2018-19
City Administration				
City Council Member	5.00	5.00	5.00	5.00
City Manager	0.95	0.85	0.85	0.85
Deputy City Manager	1.00	1.00	0.35	0.35
City Clerk	1.00	0.85	0.90	0.90
Human Resource Analyst	1.00	1.00	1.00	1.00
Management Intern - PT (1)	0.50	0.00	0.00	0.00
Admin Service Coordinator Intern - PT (1)	0.00	0.00	0.50	0.50
Temp Admin Specialist	0.00	0.50	0.50	0.50
Total	9.45	9.20	9.60	9.60
General Government				
Deputy City Manager	0.00	0.00	0.10	0.10
IS/Technology Manager	1.00	1.00	1.00	1.00
Info Systems (PT)	0.50	0.00	0.50	0.50
Facilities Maintenance Tech	0.20	0.00	0.00	0.00
Total	1.70	1.00	1.60	1.60
Finance				
Finance Director	0.50	0.40	0.85	0.85
Deputy Finance Director	0.00	0.00	0.95	0.95
Accounting and Revenue Mgr.	1.00	0.80	0.00	0.00
Budget and Finance Mgr.	1.00	0.00	0.00	0.00
Senior Accountant	0.00	0.00	0.95	0.95
Accountant	0.50	0.95	0.95	0.95
Payroll Services Specialist	1.00	0.95	0.90	0.90
Annuitant	0.00	1.00	0.00	0.00
Fiscal Assistant	2.00	1.95	2.00	2.00
Fiscal Aide	2.00	1.00	1.00	1.00
Fiscal Aide PT - (1)	0.50	0.00	0.00	0.00
Total	8.50	7.05	7.60	7.60
Community Development				
Deputy City Manager	0.00	0.00	0.30	0.30
Comm Dev Director	0.95	0.00	0.00	0.00
Deputy Community Development Director	0.00	0.00	1.00	1.00
Comm Dev Manager	0.00	0.20	0.80	0.80
Comm Dev Specialist	1.00	0.00	0.00	0.00
Comm Dev Technician	1.00	0.00	1.00	1.00
Code Compliance Manager	1.00	1.00	0.00	0.00
Code Compliance Officer	0.00	1.00	1.00	1.00
Parking Officer	1.00	1.00	1.00	1.00
Parking Officer - PT (3)	1.50	1.50	1.50	1.50
Annuitant	0.00	0.00	0.50	0.50
Total	6.45	4.70	7.10	7.10
Neighborhood Preservation				
Comm Dev Programs Manager	0.50	0.00	0.45	0.45
CDBG	0.00	0.50	0.40	0.40
Total Community Development	6.95	5.20	7.95	7.95



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PERSONNEL ALLOCATIONS (FTEs) FY 2017-2018, 2018-2019

Department/Title	Adopted 2015-16	Adopted 2016-17	Proposed 2017-18	Proposed 2018-19
Police				
Police Chief	0.00	1.00	1.00	1.00
Police Lieutenant	1.00	0.00	0.00	0.00
Police Commander	0.00	1.00	1.00	1.00
Police Support Svcs. Div. Manager	1.00	1.00	1.00	1.00
Police Sergeant	4.00	4.00	4.00	4.00
Police Sergeant/Investigations	1.00	1.00	1.00	1.00
Senior Police Officer	4.00	4.00	4.00	4.00
Police Officer	8.00	8.00	8.00	8.00
Police Officer/Investigation	3.00	3.00	3.00	3.00
Senior Police Comm Officer	1.00	1.00	1.00	1.00
Police Comm Officer	4.00	3.00	2.00	2.00
Property & Evidence Supervisor	1.00	1.00	1.00	1.00
Sr. Police Records Technician	1.00	1.00	1.00	1.00
Police Comm Officer PT - (1)	0.50	0.00	0.50	0.50
Police Supp Svcs Officer PT - (2)	1.75	1.75	1.00	1.00
Court Liaison PT - (1)	0.00	0.00	0.50	0.50
Park Ranger PT -15-16 (4), 16-17 (10)	0.50	5.00	1.20	1.20
Total	31.75	35.75	31.20	31.20
Recreation & Community Services				
Deputy City Manager	0.00	0.00	0.15	0.15
Recreation Services & Management Analyst	1.00	0.00	0.00	0.00
Recreation & Comm Svcs Mgr	0.00	0.00	1.00	1.00
Rec & Comm Svcs Specialist	1.00	1.00	0.25	0.25
Facilities Maintenance Tech	0.80	0.80	0.00	0.00
Recreation Attendant PT - (2)	1.00	0.00	1.00	1.00
Custodian PT - (1)	0.50	0.50	0.50	0.50
Head Lifeguard	0.00	0.00	0.50	0.50
Lifeguard PT - (20), 16-17 (17)	2.50	4.25	4.00	4.00
Jr. Lifeguard PT - (1)	1.00	0.00	0.50	0.50
Total	7.80	6.55	7.90	7.90
Senior Nutrition Grant				
Senior Nutrition Coord PT - (1)				
Total	0.00	0.00	0.00	0.00



PERSONNEL ALLOCATIONS (FTEs) FY 2017-2018, 2018-2019

Department/Title	Adopted 2015-16	Adopted 2016-17	Proposed 2017-18	Proposed 2018-19
Public Works				
Public Works Director	1.00	0.15	0.25	0.25
Deputy Public Works Director (2)	1.00	0.00	0.20	0.20
Housing & Facilities Svcs Asst	1.00	0.50	1.00	1.00
Facilities Maintenance Worker, Lead	1.00	0.00	1.00	1.00
Facilities Maintenance Worker I	0.00	0.00	3.00	3.00
Facilities Maintenance Worker II	3.00	0.00	0.00	0.00
Principial Engineer	0.00	0.00	1.00	1.00
Associate Engineer	1.00	0.00	0.00	0.00
Construction Inspector I	1.00	1.00	1.00	1.00
Streets Maint Worker Lead	1.00	1.00	1.00	1.00
Streets Maint Worker I	3.00	4.00	3.00	3.00
Mechanic II	2.00	1.00	1.00	1.00
Mechanic I	0.00	0.00	1.00	1.00
Landscape Coordinator	1.00	0.00	0.00	0.00
Landscape Maint Worker II	2.00	0.00	2.00	2.00
Landscape Maint Worker I	4.00	0.00	4.00	4.00
Maintenance Worker I	0.05	0.00	0.00	0.00
Laborer	0.00	0.00	0.00	0.00
Admin Specialist III	0.50	0.00	0.00	0.00
Admin Specialist II	0.00	0.00	0.50	0.50
Laborer PT - (1)	1.00	0.00	0.50	0.50
Annuitant PT -	0.25	0.00	0.50	0.50
Grounds Maint Aide PT - (1)	0.50	0.00	0.50	0.50
Total	24.30	7.65	21.45	21.45
Public Works-Enterprise Funds				
Public Works Director	0.00	0.85	0.75	0.75
Deputy Public Works Director (2)	0.00	0.00	1.80	1.80
Finance Director	0.00	0.00	0.25	0.25
Deputy Finance Director	0.00	0.00	0.40	0.40
Senior Accountant	0.00	0.00	0.45	0.45
Fiscal Assistant	0.00	0.00	0.90	0.90
Housing & Facilities Svcs Asst	0.00	0.50	0.00	0.00
Water Operations Manager	1.00	1.00	0.00	0.00
Water Supervisor	0.00	0.00	1.00	1.00
Water Operator Lead	1.00	1.00	1.00	1.00
Water Utility Operator I	3.00	2.00	2.00	2.00
Water Utility Operator II	1.00	1.00	1.00	1.00
Enviornmental Service Manager	1.00	1.00	0.00	0.00
Water Resource Inspector I	1.00	0.00	1.00	1.00
EIT/MIS Administrator	1.00	0.00	0.00	0.00
Electrical/Instrumentation Technician	0.00	1.00	1.00	1.00
Electrical/Mechanical Technician	1.00	0.00	0.00	0.00
Wastewater Maintenance Lead	1.00	1.00	1.00	1.00
Wastewater Maintenance II	2.00	0.00	0.00	0.00
Wastewater Maintenance I	1.00	3.00	3.00	3.00
Solid Waste Coordinator	1.00	1.00	1.00	1.00
Solid Waste Equipment Operator, Lead	0.00	0.00	0.00	0.00
Solid Waste Equipment Operator II	5.00	5.00	6.00	6.00
Solid Waste Equipment Operator I	0.00	0.00	1.00	1.00
Maintenance Worker I	0.95	1.00	1.00	1.00
Admin Specialist III	1.50	2.00	2.00	2.00
Admin Specialist II	2.00	1.00	1.50	1.50
Total	24.45	22.35	28.05	28.05



PERSONNEL ALLOCATIONS (FTEs) FY 2017-2018, 2018-2019

Department/Title	Adopted 2015-16	Adopted 2016-17	Proposed 2017-18	Proposed 2018-19
Housing Authority				
City Manager	0.05	0.05	0.05	0.05
Deputy City Manager	0.00	0.00	0.10	0.10
Finance Director	0.00	0.3	0.00	0.00
Accounting and Revenue Manager	0.00	0.10	0.00	0.00
Senior Accountant	0.00	0.30	0.20	0.20
Fiscal Assistant	0.00	0.05	0.00	0.00
Fiscal Aide	0.00	0.00	1.00	1.00
Payroll Specialist	0.00	0.10	0.10	0.10
Deputy Comm Dev & Housing Director	1.00	0.00	0.00	0.00
Community Development Director	0.05	0.00	0.00	0.00
Housing Manager	0.00	0.00	1.00	1.00
Housing Programs Manager Lead	1.00	1.00	0.00	0.00
Housing Specialist	0.00	0.00	3.00	3.00
Housing Cust Svc Assistant	1.00	1.00	0.00	0.00
Clerical Aide	1.00	1.00	0.00	0.00
Fiscal Aide (PT)	0.00	0.50	0.00	0.00
Housing Maint worker II	1.00	0.00	1.00	1.00
Housing Maint worker I (PT)	0.00	0.00	0.00	0.00
Total	5.10	4.40	6.45	6.45
Redevelopment Successor Agency				
City Manager	0.00	0.10	0.10	0.10
City Clerk	0.00	0.00	0.10	0.10
Finance Director	0.50	0.30	0.00	0.00
Senior Accountant	0.00	0.30	0.00	0.00
Accountant	0.00	0.00	0.05	0.05
Accounting and Revenue Manager	0.00	0.10	0.00	0.00
Accountant	0.50	0.05	0.05	0.05
Total	1.00	0.85	0.30	0.30
Housing Successor Agency				
Community Programs Manager	0.50	0.80	0.35	0.35
Community Dev Specialist	0.00	1.00	0.00	0.00
Total	0.50	1.80	0.35	0.35



PERSONNEL ALLOCATIONS (FTEs) FY 2017-2018, 2018-2019

Department/Title	Adopted 2015-16	Adopted 2016-17	Proposed 2017-18	Proposed 2018-19
Surplus Property Authority				
City Clerk	0.00	0.00	0.00	0.00
Finance Director	0.00	0.00	0.00	0.00
Accounting and Revenue Mgr.	0.00	0.00	0.00	0.00
Budget and Finance Mgr.	0.00	0.00	0.00	0.00
Supervising Accountant	0.00	0.00	0.00	0.00
Accountant	0.00	0.00	0.00	0.00
Community Dev Director	0.00	0.00	0.00	0.00
Comm Dev Specialist	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00
DEPARTMENT RECAP				
City Administration	9.45	9.20	9.60	9.60
General Government	1.70	1.00	1.60	1.60
Finance	8.50	7.05	7.60	7.60
Community Development	6.45	4.70	7.10	7.10
Neighborhood Press and CDBG	0.50	0.50	0.85	0.85
Police	31.75	35.75	31.20	31.20
Recreation & Community Services	7.80	6.55	7.90	7.90
Senior Nutrition Grant	0.00	0.00	0.00	0.00
Public Works	24.30	7.65	21.45	21.45
Public Work Enterprise Funds	24.45	22.35	28.05	28.05
Housing Authority	5.10	4.40	6.45	6.45
Housing Successor Agency	0.50	1.80	0.35	0.35
Redevelopment Successor Agency	1.00	0.85	0.30	0.30
Surplus Property Authority	0.00	0.00	0.00	0.00
Grand Total	121.50	101.80	122.45	122.45
Full Time	108.80	87.80	107.25	107.25
Part Time/Seasonal	12.70	14.00	15.20	15.20
Total	121.50	101.80	122.45	122.45
Changes in FT		-21.00	19.45	0
Changes in PT		1.30	1.20	0
Total changes		-19.70	20.65	0

Changes Proposed FY 2007-2018 :

City Administration - •Added: PT Admin Svcs Coord, PT Intern

General Government - •Added: PT Info Systems

Finance--•Added: Deputy Finance Director, Senior Accountant, Eliminated - Accounting and Revenue Manager, Budget and Finance Manager, Annuitant

Community Development - - •Added: Community Development Program Manager, Annuitant, •Eliminated - Code Compliance Manager

Police-- •Added: PT Communication Police Officer, Court Liaison, •Eliminated -Police Communications Officer, PT-Police Support Officer •FTE Adjustment for Park Rangers

Recreation-- •Added: Recreation Manager, 2 PT Recreation Attendants, PT Head Lifeguard, PT Jr Lifeguard •Eliminated - Rec & Comm Svcs Specialist, Facilities Maintenance Tech, 1 PT Lifeguard

Public Works

•Added: 2 Deputy Public Works Director, Principal Engineer Facilities Maintenance Worker Lead, 3 Facilities Maintenance Workers, Mechanic I, 8 Landscape Positions, Water Supervisor, Water Resource Inspector, Solid Waste Equipment Operator II, Solid Water Equipment Operator I, 3 Admins Specialist III, Admin Specialist II

•Eliminated: Street Maintenance Worker I, Water Operations Manager, Environmental Service Manager

Housing Authority •Added: Housing Manager, 2 Housing Specialist, Housing Main Worker II Eliminated -Housing Programs Manager Lead, Housing Customer Service Asset, Fiscal Aide (PT)

Housing Successor Agency-Eliminated - Community Service Specialist

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CITY OF PORT HUENEME
SALARY SCHEDULE FOR TIER II EMPLOYEES
EXECUTIVE, MANAGEMENT/PROFESSIONAL
FISCAL YEAR 2017-2018 and FY 2018-2019

Classification Title	Salary Range	Hourly		Monthly		Monthly		Annual		
		Bottom	CP	Top	Bottom	CP	Top	Bottom	Annual CP	Annual Top
Administrative Support/Entry Professional/Entry Analyst	II-MP02	26.48	30.45	34.43	4.590	5.279	5.967	55.080	63,342	71,604
Analyst/Coordinator/Inspector	II-MP03	28.86	33.19	37.52	5.003	5.754	6.504	60.037	69,043	78,048
St. Analyst/Programs Specialist	II-MP04	31.46	36.18	40.90	5.453	6.271	7.089	65,441	75,257	85,073
Supervisor I/Programs Manager	II-MP05	34.92	40.16	45.40	6.053	6.961	7.869	72,639	83,535	94,431
Supervisor II/Programs Manager	II-MP06	38.76	44.58	50.39	6.719	7.727	8.735	80,629	92,724	104,818
Supervisor III/Programs Manager	II-MP07	42.25	48.59	54.93	7.324	8.422	9.521	87,886	101,069	114,252
Deputy Director I	II-MP08	47.32	54.42	61.52	8.203	9.433	10,663	98,432	113,197	127,962
Deputy Director II	II-MP09	51.58	59.32	67.06	8.941	10,282	11,623	107,291	123,385	139,478
Department Head I	II-EX01	56.74	65.25	73.76	9.835	11,310	12,786	118,020	135,723	153,426
Department Head II	II-EX02	60.71	69.82	78.93	10,523	12,102	13,681	126,282	145,224	164,166

1. Salaries are approximately 6-8% above current employee salaries - partially offsets second tier benefit reductions. (Comp done 2014)
2. Consistent with current salary practices - band is an approximate 30% spread between low and high and 7-12% between classification ranges.
3. These are generic salary classification ranges based on duties and level of authority. When a classification becomes vacant, a needs assessment will be conducted and if specific placement will be made in the appropriate level (above), after a TOTAL COMPENSATION review is completed to ensure the classification is within the market average.

**CITY OF PORT HUENEME
MANAGEMENT/PROFESSIONAL EMPLOYEES CLASSIFICATION LIST
FY 2017-2018 and FY 2018-2019**

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	64,896	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
Deputy CD 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
Deputy Public Works Director		MP14	45.12	51.59	58.66	7,821	8,942	10,168	93,850	107,307	122,013
Environmental Services Manager	01116	MP13	41.42	47.63	53.84	7,179	8,256	9,332	86,154	99,070	111,987
Housing Programs Manager		MP12	37.70	43.36	48.99	6,535	7,516	8,492	78,416	90,189	101,899
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

CITY OF PORT HUENEME
POLICE OFFICERS ASSOCIATION CLASSIFICATION LIST
FY 2017-2018 and FY 2018-2019

Effective: July 1, 2017

Classification Title	H.T.E. Code	Salary Range	Hourly Bottom	Hourly CP	Hourly Top
Crime Prevention Officer Specialist	02104	P06	25.40	29.21	33.02
Police Communications Officer	02102	P04	22.44	25.81	29.16
Police Officer	02107	P11	32.83	37.76	42.69
Police Records Technician	02101	P02	19.46	22.38	25.23
Police Sergeant	02109	P17	44.82	51.55	58.28
Property and Evidence Supervisor	02105	P07	26.88	30.92	34.95
Senior Police Communications Officer	02102	P04	22.44	25.81	29.16
Senior Police Officer	02107	P11	32.83	37.76	42.69
Senior Police Records Technician	02102	P04	22.44	25.81	29.16

Period: FY 2017-2019

Effective Date: July 1, 2017

Council Approved Date: July 3, 2017 (Budget Approval)

POA Employee Classification FY 2017-2019 (proposed with budget approval 17.07.03).xlsx

CITY OF PORT HUENEME
PART TIME EMPLOYEES CLASSIFICATION LIST
FY 2017-2018 and FY 2018-2019

Effective: July 1, 2017

Classification Title	H.T.E. Code	Hourly Bottom	Hourly Top
Administrative Services Coordinator	H15	24.64	32.09
Annuitant**	H16	13.86	94.20
Assistant Head Lifeguard*	H05	17.48	22.70
Building Inspector	H12	22.89	29.77
Community Development Specialist	H13	21.86	28.41
Custodian	H01	12.82	16.66
Facilities Maintenance Aide	H04	16.60	21.60
Facilities Maintenance I-PT	H05	17.48	22.70
Fiscal Aide	H03	14.44	19.48
Fiscal Assistant-PT	H10	20.94	27.24
Head Lifeguard	H11	22.11	28.74
Housing Maintenance Worker-PT	H05	17.48	22.70
Information Systems Assistant-PT	H12	22.89	29.77
Intern-All Departments	H01	12.82	16.66
Laborer	H01	12.82	16.66
Landscape Maintenance Aide	H04	16.60	21.60
Lifeguard*	H02	13.99	18.17
Park Ranger	H07	18.40	23.93
Parking Enforcement Officer	H06	18.08	23.51
Police Communications Officer	H06	18.08	23.51
Police Support Services Technician	H08	19.22	24.96
PW Administrative Specialist	H14	15.76	20.49
Recreation Attendant	H01	12.82	16.66
Solid Waste Operator	H03	14.44	19.48

*\$2.50/hr. for Jr. Lifeguard Program

**Temporary retiree employment under special circumstances as regulated under PEPPA and CA Govt Code requirements.

Living Wage Ordinance: 662

LOW	HIGH
10.35	12.90

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CITY OF PORT HUENEME



APPENDIX

FY 2017-18 and FY 2018-19

BASIS OF ACCOUNTING

The accounting of governmental funds (General Fund, Special Revenue Funds, Debt Service Funds, and Capital Projects Funds) are prepared on a modified accrual basis where revenues are recognized when they become measurable and available and expenditures are recorded when the related liability is incurred; except that principal and interest payments on general long-term debt are recognized when due. Revenue availability criteria are defined as collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period (i.e., sixty days after fiscal year-end).

BASIS OF BUDGETING

Budgets for proprietary funds (Enterprise Funds) are prepared on a full accrual basis where revenues are recognized when earned and expenses are recognized when they are incurred.

The fund types used by the City of Port Hueneme are as follows:

Governmental Funds

General Fund

The General Fund (Major Fund*) accounts for all general government activity not accounted for in other funds and is the general operating fund of the City. All general tax revenues and other receipts that are not allocated by law or contractual agreement to some other fund are accounted for in this fund. Expenditures of this fund include the general operating expenses and capital costs, which are not paid through other funds.

Special Revenue Funds

Special Revenue Funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for particular purposes.

Debt Service Funds

Debt Service Funds are used to account for the accumulation of resources and payment of principal and interest on general long-term debt.

BASIS OF BUDGETING

Fiduciary Funds

Trust or agency funds are used to account for assets held by a governmental unit in a trustee capacity or as an agent for individuals, private organizations, other government units, or other funds. Agency funds are purely custodial (assets equal liabilities) and thus do not involve measurement of results of operation.

Proprietary Funds

Enterprise Funds

Enterprise Funds are used to account for operations that are financed and operated in a manner similar to a private business enterprise, where the intent of the governing body is that the costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges.

*Major funds represent the significant activities of the City and include any fund whose revenues or expenditures, excluding other financing sources and uses, constitute more than 10% of the revenues or expenditures of the appropriated budget.

BUDGET/EXPENDITURE CONTROLS

In as much as budgets are financial plans based on anticipated and unanticipated requirements, the ability to make adjustments, from time to time, is necessary to deal with changing needs.

Accordingly, and in order to maintain budget integrity, the following budgetary controls have been established:

Finance Director – may authorize budget transfers not exceeding \$1,000 between line items within major categories of department budgets.

City Manager – in addition to Finance Director authority, may authorize budget transfers between major categories within the same department in the same fund and between departments within the same fund. For Financial Services Director and City Manager authorized transfers, the legal funding source for the line item from which appropriation is being transferred, must be a legal funding source for the new anticipated use.

City Council – has authority over the adopted budget for the City as a whole and any transfer(s) between distinct City funds or any additional/supplemental appropriation that will change the budget in total, shall be subject to approval of the City Council.

Budget Carryovers

In general, all prior year appropriations shall lapse at the end of each fiscal year with any remaining amounts credited against their respective fund balances with the exception of:

Any unexpended, but encumbered amounts, for specific orders outstanding at fiscal year end, and

Unexpended appropriations for major capital projects recommended for carryover by the City Manager.

With City Council approval, these exceptions may be carried over to a succeeding fiscal year and shall be offset by a change to their respective fund balances.

FISCAL POLICIES

Reserve Fund Policy

Investment Policy

Budget Policy

FISCAL POLICIES

RESERVE FUND POLICY

1. POLICY STATEMENT AND PURPOSE

It is the policy of the City of Port Hueneme (“City”) to establish sound financial policies that will serve as guidelines to the City Council and staff for responsible and prudent decision making related to financial matters, and maintaining minimum and targeted reserves. The purpose of this policy is to establish a formal process by which one-time revenues and surpluses are to be allocated and used for funding one-time needs in support of overall City goals and priorities.

2. SCOPE

The scope of this policy is limited to annual budget surpluses, and one-time source of non-recurring revenue. The Policy does not include one-time grants, which by their nature are designated for specific purposes.

GENERAL FUND

1. DEFINITIONS

General Fund Surplus – The City’s budget is a financial plan based on the best information available at the time it is developed. Budgeted revenue and expenditure projections are therefore not exact and may change over time. Through strict monitoring and prudent financial management, the City periodically realizes a General Fund Surplus. A General Fund Surplus, under this Policy occurs within actual General Fund revenues exceed expenditures, after fulfilling all annual auditing and financial reporting requirements.

One-Time Revenues – Non-recurring resources generated by one-time events, which may include, but are not limited to the following:

- Sale of City-owned assets or property
- Litigation Settlements
- Development Agreements

FISCAL POLICIES

One-Time Expenses – Non-recurring and non-operational expenses, typically related to short duration activities or one-time projects, which may include, but are not limited to the following:

- Unmet needs in the City’s Capital Budget, such as Right of Way Projects(streets, sidewalks, curb and gutters, storm drains; major facility maintenance, upgrades or renovations; acquisition, design and construction of new facilities)
- Equipment replacements
- Technology replacements or upgrades
- Emergency repairs of City infrastructure

General Fund Balance Reserve Categories – The City Council has committed to maintaining General Fund reserve balances at appropriate levels to protect City assets, assure availability of cash to meet short-term obligations, address unforeseen events and avoid future debt. The City may establish reserves into a number of categories to address unforeseen emergencies or disasters, legal claims, workers compensation, and significant changes in the economic environment. Pursuant to Government Accounting and Standards Board (GASB) Statement No. 54, the City’s existing fund balances are organized within five classifications:

<u>CLASSIFICATION</u>	<u>NATURE OF RESTRICTION</u>
• Non-spendable	Cannot be readily converted to cash
• Restricted	Externally imposed restriction
• Committed	City Council imposed commitment
• Assigned	City Manager assigned purpose/intent
• Unassigned	Residual balance not otherwise restricted.
•	

Per GASB 54, when the City has the ability to expend various resources in different Fund Balance classifications, the order of use has to be specified. The City’s order of use will be as follows: Restricted Fund Balance, Committed Fund Balance, Assigned Fund Balance, and lastly, Unassigned Fund Balance.

Interest Earnings – The reserves discussed in this document provide guidelines for establishing adequate reserve levels and policies. An important consideration when determining the adequacy of reserve levels and policies is that the City’s reserves are

FISCAL POLICIES

invested, thereby generating interest revenue that contributes to operating revenues. This interest earned on reserve funds can be viewed as an endowment providing additional operating revenues that fund important services to residents. Conversely, as reserves are spent and not replaced, the endowment disappears along with the reserves, further depleting the availability to fund operations.

2. RESPONSIBILITY

Implementation of the Policy is the responsibility of the Finance Department.

3. BACKGROUND

Determining minimum and targeted General Fund reserves is a mechanism that governments can implement to insure adequate levels of fund balance are available to help mitigate current and future risks. A minimum General Fund reserve is generally considered a prudent and conservative fiscal policy to deal with unforeseen situations. The Government Finance Officers of America (GFOA), an international organization that promotes professional management of governments for the public interest, recommends that reserve levels be directly related to the degree of uncertainty a local government faces; the greater the uncertainty, the greater the financial resources necessary. Past experience should be used as a guide, with particular attention being paid to the following:

- Diversity of revenue base
- Dependency on other funds
- Volatility of revenue structure
- Inflationary environment
- Natural or man-made disasters
- Unfunded state, federal or judicial mandates
- Consistent operating surpluses/occasional or frequent operation deficits
- Uneven cash flows, requiring short-term borrowing
- Capital and infrastructure needs

There are additional benefits to establishing a minimum General Fund reserve. Credit rating agencies carefully monitor level of fund balance and unreserved fund balance in government's General Fund to evaluate government's continued credit worthiness. In addition, fund balance levels are a crucial consideration in long-term financial planning. Finally, by their nature, one-time revenues cannot be relied on to support future on-going programs. Use of one-time revenues to fund ongoing programs jeopardizes the City's

FISCAL POLICIES

ability to meet continued service demands and undermines the organization's commitment to fiscal discipline. As a policy and practice, one-time revenues, whether derived from year-end budget surpluses or one-time events, should only be used for the purpose of paying one-time expenses.

Using General Fund Operating Expenditures as the basis for establishing a reserve is one of the most common methods used in cities today. Typically there is less fluctuation and risk in forecasting future expenditures than future revenues. Using General Fund Operating Expenditures is also considered a more conservative basis for establishing General Fund reserves.

NON-SPENDABLE RESERVES:

The portion of the fund balance that includes amounts that are either not in a spendable form or legally or contractually required to be maintained intact.

NOTES RECEIVABLE

The Non-Spendable fund is set aside equal to the amount of the Notes Receivable maintained and the principal payments received for Note Receivable will be reserved and shall be considered restricted.

RESTRICTED RESERVES:

The portion of fund balance that reflects constraints placed on the use of resources (other than non-spendable items) that are either externally imposed by creditors, grantors, contributors, or laws or regulations of other governments; or imposed by law through constitutional provisions or enabling legislation.

COMMITTED RESERVES:

That portion of a fund balance that includes amounts that can only be used for specific purposes pursuant to constraints imposed by formal action by the government's highest level of decision making authority, and remain binding unless removed in the same manner. The City considers a resolution to constitute a formal action for the purposes of establishing committed fund balance. The action to constrain resources must occur within the fiscal reporting period; however the amount can be determined subsequently. City Council imposed Commitments are as follows:

FISCAL POLICIES

1. ECONOMIC UNCERTAINTY

A reserve set aside for future uncertainties such as economic downturns, unanticipated changes in tax and spending policies of the State and County governments, imposition of Federal or State mandates, limitations on the City's taxing and spending levels as the result of voter initiatives, financial impacts of labor agreements, and other unforeseen changes in the economic environment.

Policy and Practice

The policy is to set aside a minimum reserve amount equal to six (3) months of General Fund expenditures from current fiscal year adopted budget. The minimum and target General Fund balances are intended to be a prudent and conservative fiscal policy, which should contribute to the fiscal security of the City. The reserve levels can be changed or used for specific purposes at the discretion of the City Council. There is no maximum unreserved General Fund balance and any reasonable additional reserve above the minimum reserve would provide a greater level of fiscal security for the City.

The minimum reserve may be used for cash flow needs necessitated by unforeseen emergencies, while reserves in excess of the minimum will only be used for one-time uses associated with unexpected events such as economic downturns or temporary reductions in revenues. In general, General Fund Reserve funds will be used for one-time uses only. Once established, appropriations from the General Fund Reserve funds commitment can only be made by formal City Council action.

The reserve level will be calculated using the prior fiscal year's Adopted General Fund Budgeted expenditures. General Fund Reserve funds will be evaluated annually in conjunction with the development of the City's 5-year Financial Forecast and Annual Operating Budget process. Staff recommendations will be made to the City Council annually on the available funds and appropriate reserve levels. Should the General Fund Reserve commitment be used, and its level fall below the minimum amount of six (6) months of General Fund expenditures, the goal is to replenish the fund to the minimum amount within two fiscal years or a plan developed to return the General Fund Reserve back to the minimum level.

2. CATASTROPHIC EMERGENCY

FISCAL POLICIES

The Catastrophic Emergency fund is available for use in the event of actual or threatened existence of conditions of disaster or of extreme peril to the safety of person and property within this City caused by such conditions as fire, flood, epidemic, riot, earthquake, tsunami, nuclear disaster, tornado, or terrorism.

Policy and Practice

The minimum and targeted budgeted reserve should be equal to 10% of annual General Fund budgeted operating expenditures.

3. COMPENSATED ABSENCES

The primary purpose of paid leave is to provide for compensated time off for personal, vacation or sickness as appropriate and approved. However, under certain circumstances, typically at separation from service, some employees have the option of receiving cash-out payments for some accumulated leave balances. The Compensated Absences Fund is utilized primarily as a budget smoothing technique for such leave bank liquidation.

Policy and Practice

The contribution rate will be set to cover estimated annual cash flows based on a three-year trailing average. The minimum cash reserve should not fall below that three-year average. The maximum cash reserve should not exceed fifty percent (50%) of the long-term liability. Each department will make contributions to the Compensated Absence based on a percentage of salary with the goal to reach the minimum over 3 years.

4. PERS LIABILITY/HEALTHCARE

The PERS liability and Healthcare fund is utilized to set aside funds for PERS and healthcare costs either to pay down future liabilities or smooth large increases anticipated for the next budget cycle, whichever is the most fiscally advantageous.

Policy and Practice

Policy is at minimum to set aside prior two years of PERS pension and healthcare costs. Each department will make contributions to the PERS Liability and healthcare reserve based on a percentage of PERS and healthcare costs with the goal of reaching the minimum over 5 years.

5. RISK MANAGEMENT

FISCAL POLICIES

The Risk Management fund is utilized to set aside funds to cover unanticipated insurance costs that exceed the regularly budgeted amount.

Policy and Practice

Policy is to set aside an amount equal to 50% of annual property, liability and worker's compensation insurance expenses from current fiscal year adopted budget, but with a minimum target of no less than \$500,000.

6. CAPITAL IMPROVEMENTS

The Capital Improvements fund is utilized to set aside funds to cover capital and infrastructure improvements throughout the City.

Policy and Practice

Policy is to set aside a minimum of the total of next three years of capital improvement projects identified in the Capital Improvement Plan from the current year's adopted budget, with the target of five years of capital improvement projects.

7. VEHICLE AND EQUIPMENT REPLACEMENT

The Vehicle and Equipment Replacement fund is utilized to set aside funds to cover vehicle and equipment replacement used by City employees.

Policy and Practice

Policy is to set aside a minimum of the total of next three years of vehicles and equipment identified for replacement, with the target of five years of replacement.

8. TECHNOLOGY IMPROVEMENTS

The Technology Improvements fund is utilized to set aside funds to cover upcoming technologic needs throughout the City.

Policy and Practice

Policy is to set aside a minimum of \$100,000 to fund technologic improvements and a target amount of \$500,000.

ASSIGNED:

FISCAL POLICIES

That portion of a fund balance that includes amounts that are constrained by the City's intent to be used for specific purposes but that are not restricted or committed. This policy hereby delegates the authority to the City Manager or designee to modify or create new assignments of fund balance. Constraints imposed on the use of assigned amounts may be changed by the City Manager or his designee. Appropriations of balances are subject to budget adoption and administration.

When the City Manager or designee authorizes a change in General Fund, Assigned Fund Balance, City Council shall be notified quarterly.

1. OPERATING CONTINGENCY

This provides the use funds for one-time unanticipated operational needs not otherwise anticipated or included in budget, within limits of the City Manager's discretionary authority without needing prior Council approval.

Policy and Practice

Policy is to set aside \$100,000.

2. CITY COUNCIL CONTINGENCY

This provides the Council a use of funds to take advantage of one-time unforeseen opportunities or problems that may occur during the budget cycle.

Policy and Practice

Policy is to set aside \$50,000.

UNASSIGNED FUND BALANCE:

The residual portion of available fund balance that is not otherwise restricted, committed or assigned.

Policy and Practice

Policy is to transfer any surplus/deficit fund balance on an annual basis to the Committed Reserve fund as designated by the City Manager.

FISCAL POLICIES

ENTERPRISE FUNDS

DESIGNATED OPERATING RESERVES:

Enterprise Funds (Water, Wastewater, and Solid Waste) shall be operated in a manner similar to private business enterprises. As such, all costs including direct and indirect personnel costs, and depreciation will be supported by their own rates and/or grants and shall not be subsidized by the General Fund. The City's Enterprise Funds will strive to maintain reserves equal to three months of operating expenses.

EQUIPMENT/FURNISHINGS/VEHICLES REPLACEMENT DESIGNATED RESERVE:

A reserve for replacement of equipment, computers, furnishings, and vehicles equal to 100% of accumulated depreciation, to fund replacement of these items when they reach the end of their useful lives, is to be maintained.

FACILITY REPLACEMENT DESIGNATED RESERVE:

A reserve for the rehabilitation and replacement of facilities equal to 60% of accumulated depreciation, to fund the rehabilitation or replacement costs of existing buildings, recreational facilities, and parks/sports fields, and other fixtures when they reach the end of their useful lives, is to be maintained.

CAPITAL PROJECTS (INFRASTRUCTURE):

Capital projects (infrastructure) may consist of expensive, but non-recurring, improvements. Capital financing (long term debt) and/or cash will be evaluated as to which would be in the best long-term interests of the City. If projects are financed, the term of the debt service shall not exceed the expected useful life of the project.

FISCAL POLICIES

SPECIAL REVENUE FUNDS

DESIGNATED OPERATING RESERVES:

Special Revenue Funds are used to account for revenue derived from specific taxes or other earmarked revenue sources (other than for major projects) that are restricted by law or administrative action to expenditures for specified purposes. Where possible, reserves for Special Revenue Funds (e.g. Gas Tax Fund) will be adopted at the same levels as the General Fund, as long as they do not conflict with legal or grantor requirements.

DEBT SERVICE FUNDS

Reserve levels for Debt Service Funds will be established as prescribed by the bond covenants adopted at the time of the issuance of debt.

FISCAL POLICIES

INVESTMENT POLICY

POLICY

It is the policy of the City to invest public funds in a manner which will provide the highest investment return with the maximum security while meeting the daily cash flow demands of the City and conforming to all state and local statutes governing the investment of public funds.

This Investment Policy is set forth by the City of Port Hueneme (the City) for the following purposes:

1. To establish a clear understanding for the City Council, City Management, responsible employees, citizens and third parties of the City's objectives, policies and guidelines for the investment of idle and surplus funds.
2. To offer guidance to investment staff and any external investment advisors on the investment of City funds. Any bank, savings association, federal financial association, or federally insured industrial loan company receiving City money must have an overall rating of not less than "satisfactory" in its most recent evaluation by the appropriate federal financial supervisory agency of its record of meeting the credit needs of California's communities, including low-and moderate-income neighborhoods, pursuant to Section 2906 of Title 12 of the United States Code (Government Code 53635). The City Council has delegated, by resolution, the authority to invest to the City Treasurer subject to the limitations set forth in the Investment Policy and Investment Guidelines.
3. To establish a basis for evaluating investment results.

OBJECTIVES

The objectives of this investment policy are, in order of priority:

1. To ensure safety of invested funds.
2. To assure ongoing compliance with all Federal, State and local laws governing the investment of moneys under the control of the City Treasurer to maintain sufficient liquidity to meet cash flow needs.
3. To attain a "market average rate of return" consistent with the primary objectives of safety and liquidity.

FISCAL POLICIES

PRUDENCE

1. The Prudent Person Standard shall be used by investment officials, and shall be applied in the context of managing an overall portfolio.
2. **The Prudent Person Standard:** Governing bodies of local agencies or persons authorized to make investment decisions on behalf of those local agencies investing public funds pursuant to this chapter are trustees and therefore fiduciaries subject to the prudent investor standard. When investing, reinvesting, purchasing, acquiring, exchanging, selling, and managing public funds, a trustee shall act with care, skill, prudence, and diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the Agency that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the agency. Within the limitations of this section and considering individual investments as part to an overall strategy, a trustee is authorized to acquire investments as authorized by law.

When investing, reinvesting, purchasing, acquiring, exchanging, selling, or managing public funds, the primary objective of a trustee shall be to safeguard the principal of the funds under its control. The secondary objective shall be to meet the liquidity needs of the depositor. The third objective shall be to achieve a return on the funds under its control.

ETHICS AND CONFLICTS OF INTEREST

All bond issue providers including but not limited to underwriters, bond counsel, financial advisors, brokers and dealers, will disclose any fee sharing arrangements or fee splitting to the City Manager prior to the execution of any transactions. The providers must disclose the percentage share and approximate dollar amount share to the City prior to the execution of any transactions.

FISCAL POLICIES

OPERATIONS AND PROCEDURAL MATTERS

SCOPE

This investment policy applies to all financial assets and investment activities of the City. These funds are accounted for in ALL City entity's Annual Financial Reports and include:

1. General Fund
2. Special Revenue Funds
3. Enterprise Funds
4. Capital Projects Fund
5. Debt Service Funds
6. Redevelopment Successor Agency
7. Housing Successor Agency
8. Housing Authority
9. Surplus Property Authority

The following are exceptions:

1. The City's Deferred Compensation Plan is excluded because it is managed by a third party administrator and invested by individual plan participants.
2. Proceeds of debt issuance shall be invested in accordance with the investment objectives of the City as set forth in this policy; however, such proceeds are invested in accordance with permitted investment provisions of their specific bond indentures. All deviations from investments authorized in this policy for other City funds shall be disclosed to the City Council at the time bond documents are considered for approval. Proceeds of debt issuance shall be subject to the operational and reporting requirements of this policy.

DELEGATION OF AUTHORITY

1. Authority to manage the City's investment program is derived from the California Government Code Sections 53600 *et seq.*
2. The City of Port Hueneme Municipal Code, Chapter 4, Section 2301 and Chapter 6, Section 2502, authorizes the City Treasurer to invest funds in accordance with California Government Code Section 53600 *et seq.* The Treasurer shall be responsible for all transactions undertaken by the City's internal staff, and shall establish a system of controls to regulate the activities of internal staff and external investment advisers.

FISCAL POLICIES

3. In the absence of the City Treasurer, investment responsibilities are hereby delegated to the Acting Treasurer who shall be (a) the Budget and Finance Manager, and in his/her absence (b) the City Manager.

AUTHORIZED FINANCIAL DEALERS AND INSTITUTIONS

1. The Treasurer will maintain a list of financial institutions authorized to provide investment services to the City pursuant to Government Code Section 53601.5. Within this Government Code authority, institutions eligible to transact investment business with the City include:
 - a. Primary government dealers as designated by the Federal Reserve Bank.
 - b. Nationally or state-chartered banks
 - c. The Federal Reserve Bank, and
 - d. Direct issuers of securities eligible for purchase by the City.
2. Selection of financial institutions and broker/dealers authorized to engage in transactions with the City shall be at the sole discretion of the City.
3. The Treasurer shall obtain information from qualified financial institutions to determine if the institution makes markets in securities appropriate for the City's needs, can assign qualified sales representatives and can provide written agreements to abide by the conditions set forth in the City of Port Hueneme Investment Policy. Investment accounts with all financial institutions shall be standard non-discretionary accounts and may not be margin accounts.
4. All financial institutions which desire to become qualified bidders for investment transactions must supply the Treasurer with the following:
 - a. Audited financial statements for the institution's three most recent fiscal years.
 - b. At least three references from California local agencies whose portfolio size, investment objectives and risk preferences are similar to the City's.
 - c. A statement certifying that the institution has reviewed the California Government Code Section 53600 *et seq.* and the City's Investment Policy and that all securities offered to the City shall comply fully and in every instance with all provisions of the Code and with this Investment Policy.

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5. The signatures of two individuals shall be required for the opening and closing of any bank account and broker account (the Treasurer or City Manager, and the Mayor or Mayor Pro Tem). The Accounting and Revenue Manager, who is independent of the investment function, shall keep a record of all opened and closed accounts. On an annual basis, the Accounting and Revenue Manager shall provide this list of accounts to the City's independent auditor.
6. Public deposits shall be made only in qualified public depositories within the State of California as established by State law. Deposits shall be insured by the Federal Deposit Insurance Corporation, or, to the extent the amount exceeds the insured maximum, shall be collateralized with securities in accordance with State law.
7. Selection of broker/dealers used by external investment advisers retained by the City shall be at the sole discretion of the investment advisers.

DELIVERY VS. PAYMENT

All investment transactions of the City shall be conducted using standard delivery-vs.-payment procedures.

SAFEKEEPING OF SECURITIES

To protect against potential losses by collapse of individual securities dealers, and to enhance access to securities, interest payments and maturity proceeds, all securities owned by the City shall be held in safekeeping by a third party bank trust department, acting as agent for the City under the terms of a custody agreement executed by the bank and by the City. However, as to the minimum legal requirement per Government Code Sections 53601 and 53608, as long as the securities for safekeeping are in the name of or under the control of the agency and kept in a legally separate trust department, they can be held by the same firm from which they were purchased.

PERMITTED INVESTMENTS AND PORTFOLIO RISK MANAGEMENT

All investments shall be made in accordance with the restriction of Sections 53600 *et seq.* of the Government Code of California and as described within this Investment Policy. Permitted investments under this policy shall include the following investments pursuant to the limitations set forth in Government Code Section 53601.

1. Savings accounts and other time accounts of Commercial Banks or Savings and Loans, Commercial Banks insured by the Federal Deposit Insurance Corporation.

FISCAL POLICIES

2. Money Market Mutual Funds that invest in shares of beneficial interest (mutual funds) issued by diversified management companies investing in securities/obligation authorized by California Government Code Section 53600 *et. seq.*, and complying with Section 53630, are permitted investments.
3. Certificates of Deposit of Commercial Banks or Savings and Loans insured by Federal Deposit Insurance Corporation.
4. Treasury Bills, Treasury Notes, and Treasury Bonds which are guaranteed by the full faith and credit of the United States of America with a maturity of less than four years. All securities must be purchased on a full delivery vs. payment basis where the securities are delivered at the time the City releases funds for their purchase.
5. U.S. Agencies including, but not limited to, the Federal Farm Credit Bank System (FFCB), the Federal Home Loan Bank (FHLB), the Federal Home Loan Mortgage Corporation (FHLMC), the Student Loan Mortgage Administration (SLMA), and the Federal National Mortgage Association (FNMA) and those insured by the Federal Housing Administration (FHA). The purchase of instruments of, or issued by a federal agency or a United States government sponsored enterprise will be limited to a maximum maturity of five years.
6. Local Agency Investment Fund (L.A.I.F.) Pool.
7. County of Ventura Investment Pool.
8. Negotiable Certificates of Deposit (NCDs). NCD's must be issued by institutions which have long term debt rated "A" or higher by Standard & Poor's or "A2" by Moody's; and/or have short term debt rated at least A1 by Standard & Poor's or P1 by Moody's. Maturity shall not exceed 180 days and no more than 20 percent of the total portfolio may be invested in NCDs.
9. Banker's Acceptances, provided they are issued by institutions, the short term obligation of which, are rated a minimum of P1 by Moody's Investor Services (Moody's) or A1 by Standard & Poor's (S & P). Banker's Acceptances must be eligible for purchase by the Federal Reserve System, maturity shall not exceed 180 days and no more than 20 percent of the total portfolio may be invested in Banker's Acceptances.
10. Commercial Paper, provided the issuer is a corporation organized and operating in the United States with assets in excess of \$500 million, the paper is rated a minimum of P1 by Moody's and A1 by S & P, the maturity does not exceed 180 days from the date of purchase, and no more than 15 percent of the portfolio is invested in Commercial Paper.

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11. Mutual Funds that invest solely in United States Treasury instruments with an average maturity of less than two years, provided they have triple “A” ratings by Moody’s and S & P, their fund shall have an Advisor who is registered with the Securities and Exchange Commission, or which is exempt from such registration and any such fund shall be registered with the Securities and Exchange Commission. Additionally, any mutual fund considered for investment shall have a minimum of \$500 million in total portfolio value with no more than 10 percent of the portfolio invested in any one fund and the City’s investment in all mutual funds shall not exceed 15 percent of the City’s total portfolio.

PROHIBITED INVESTMENTS AND PRACTICES

1. Any investment not authorized by Government Code Section 53600 et seq.
2. Investment in mortgage-backed bonds and collateralized mortgage obligations (CMO’s) is prohibited, even if such bonds are issued by agencies of the United States Government.
3. State law notwithstanding, any investments not specifically described herein including, but not limited to, medium term corporate notes, mutual funds (other than government money market funds as described in the proceeding section (#11), unregulated and/or unrated investment pools or trusts, except as specified above, futures and options, strips, variable rate securities and securities with embedded options.
4. Trading securities for the sole purpose of speculating on the future direction of interest rates is prohibited.
5. Purchasing or selling securities on margin is prohibited.
6. The use of reverse repurchase agreements, securities lending or any other form of borrowing or leverage is prohibited.
7. Borrowing for investment purposes is prohibited.
8. Any investment that could result in zero interest accrual if held to maturity.

MONTHLY REPORTING

A comprehensive investment report shall be submitted by the Treasurer to the City Manager and the City Council within 30 days of the last day of the month, to be agendized for official action at the first regular Council meeting thereafter. The monthly Treasurer’s report shall disclose, at a minimum, the following information:

FISCAL POLICIES

- A list of all investments owned by the City,
- The type or kind of each investment
- The issuer of each investment,
- The date of each investment's maturity,
- The par and dollar amount invested for each security,
- The credit quality, as determined by one or more nationally recognized credit rating services, of each investment,
- Standard & Poors or Dunn & Bradstreet Rating,
- Cash held by the City,
- A statement as to whether the City's investments comply with this Policy, and if not, why not,
- A statement of the City's ability to meet its expenditure requirements for the next six months.

LIMIT ON TERM OF MATURITY

The City Finance Director or his/her representative is not to invest any City monies in investments allowed under this policy, which have a term remaining to maturity in excess of five years from the term of investment, unless the City Council has granted express authority to make such investment. The City Finance Director must request authority from the legislative body prior to the date of investment.

INTERNAL CONTROLS

The Treasurer is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the entity are protected from loss, theft or misuse. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. Internal controls shall be designed to provide reasonable assurance that these objectives are met. Internal controls shall be in writing and shall address the following points: control of collusion, separation of transaction authority from accounting and record keeping, safekeeping of assets and written confirmation of telephone transactions for investments and wire transfers.

ANNUAL AUDIT

The Treasurer shall establish an annual process of independent review by an external auditor to assure compliance with internal controls.

ANNUAL REPORTING

The investment policy may be reviewed and adopted annually to ensure its consistency with the overall objectives of preservation of principal, liquidity and return, and its relevance to current law and financial and economic trends.

City of Port Hueneme

FISCAL POLICIES

FISCAL POLICIES

BUDGET POLICY

PURPOSE

To provide guidelines for all City departments in preparation of budget requests, to assist Council in making informed decisions about the provision of services and capital assets, and to involve and promote effective communication with the community during the process.

A. Budget Objectives

The objectives of this budget policy are:

1. To identify community needs for essential services.
 2. To organize the resources required to provide these essential services.
 3. To establish policies and goals which define the nature and level of services required.
 4. To identify activities performed in delivering services.
 5. To propose objectives for improving the delivery of services.
 6. To identify and appropriate the resources required to perform activities and accomplish objectives.
 7. To set standards to measure and evaluate:
 - a. Revenues.
 - b. Expenditures.
 - c. Fund Balances.
- B. The City Council shall adopt a two –year budget for the ensuing fiscal year no later than June 30 of each year.
1. City Council will conduct a strategic planning session that will include:
 - a. Identify budget priorities for the ensuing fiscal year (e.g., public safety, safe and affordable housing, etc.)
 - b. Aligning the Budget with the Strategic Plan and identifying funding to deliver additional services.

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2. The City Council will conduct a budget study session outlining the recommended budget for the ensuing fiscal year.
3. The City Council will adopt a resolution appropriating and approving the budget for the ensuing fiscal year.

C. Budget Carryovers

In general, all prior year appropriations shall lapse at the end of each fiscal year with any remaining amounts credited against their respective fund balances with the exception of:

1. Any unexpended, but encumbered amounts, for specific orders outstanding at the fiscal year end.
2. Unexpended appropriations for major capital projects recommended for carryover by the City Manager.

With City Council approval, these exceptions may be carried over to a succeeding fiscal year and shall be offset by a change to their respective fund balances.

D. Budget Appropriations/Transfers

Department Directors are expected to control the budget by program level within each fund. Directors also have discretion to exceed the budget of individual accounts within a program as long as the program budget is not exceeded. Flexibility is granted to facilitate management's ability to fulfill a department's operational mission and reduce the number of budget adjustments that would be required to control by individual account number.

Within the framework of the budget policy, there are a number of additional restrictions on certain expenditure classifications and specific accounts. These restrictions are as follows:

1. All budget appropriations must be approved by City Council before expenditures are incurred. The Financial Services Director may authorize budget transfers not exceeding \$1,000 between line items within major categories of department budgets. Transfer requests exceeding \$1,000 must be approved by the City Manager before expenditures are incurred. The only exception is a bonafide emergency, as approved by the City Manager.
2. Salaries and fringe benefits budget savings cannot be used to augment any other type of expenditure classification (e.g. capital outlay).

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3. Maintenance and operations savings may not be used to fund capital outlay or capital improvements.
4. Individual capital improvement projects, which are accounted for by capital project number, must remain within the project budget and cannot be offset by another capital project number.
5. Travel and training budgets may not be over budget in any program regardless of savings in other maintenance and operations accounts.
6. The Financial Services Director may authorize transfer requests between divisions not exceeding \$1,000. Transfer requests between divisions above \$1,000 can be approved by the City Manager. Transfer requests between divisions must contain adequate justification and must be submitted similar to other budget adjustments (except for the need to schedule on a City Council agenda).

D. Goal Status Reports

The status of major objectives will be reported to the City Council on an ongoing, periodic basis, but not limited to the midyear review and the annual budget study session.

E. Mid-Year Budget Reviews

The City Council will formally review the City's financial condition no later than March of each year and amend the budget, as necessary.

F. Balanced Budget

The City will strive to maintain a balanced budget. This means that, generally speaking:

1. Operating revenues must fully cover operating expenditures, including debt service.
2. Under this policy, it is allowable for total expenditures to exceed revenues in a given year; however, under this circumstance, the following will occur to cover the deficit: 1) a transfer will be made from Redevelopment Agency Notes principal owed to the General Fund; or 2) Fund balance will be used.
3. Beginning fund balance can only be used to fund capital improvement plan projects, or other "one-time" nonrecurring expenditures.

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4. Ending fund balance (or working capital in the enterprise funds) must meet minimum policy levels as defined in the Reserve Policy.

G. Interim Reporting

The Financial Services Director will prepare and issue timely interim reports on the City's financial status to the City Council and staff. This includes:

1. Monthly revenue and expenditure report to the City Manager and Department Directors, either electronically or hard copy.
2. Mid-year budget reviews.
3. Status reports during budget review process.

C. Budget Administration

The City Council may, by majority vote of the City Council members, amend or supplement the budget at any time after its adoption. The City Manager has the authority to make administrative adjustments to appropriations as long as there is no funding source incompatibility and provided those changes do not increase overall appropriations.

GENERAL REVENUE MANAGEMENT

A. Diversified and Stable Revenue Base

The City will seek to maintain a diversified and stable revenue base to protect it from short-term fluctuations in any single revenue source.

C. Long-Range Focus

The City Council will emphasize and facilitate long-range financial planning through the development of a two-year budget and a five-year capital improvement plan.

GLOSSARY OF BUDGET TERMS

Appropriation - An authorization by the City Council to expend money and incur obligations for specific purposes.

Assessed Valuation - A dollar value placed upon real estate or other property by the County Assessor's Office, as a basis for levying property taxes.

Audit - A review of the City's accounts by an independent accounting firm to verify that the City's financial statements accurately reflect the City's financial position.

Beginning/Ending Fund Balance (Unappropriated) - Unencumbered resources available in a fund from the prior/current fiscal year after payment of the prior/current fiscal years expenditures/expenses. This is not necessarily cash on hand.

Bond - A written promise to pay a specified sum of money, called the face value or principal amount, at a specified date or dates in the future, called the maturity date(s), together with periodic interest at a specified rate.

Budget - A financial plan consisting of an estimate of proposed expenditures and their purposes for a given period, and the proposed means of financing.

Capital Improvement - A permanent major addition to the City's real property assets, including the design, construction, or purchase of land, buildings or facilities, or major renovations of same.

Capital Improvement Plan - A financial plan of proposed capital improvement projects and the means of financing them for a given period of time, normally five years.

Capital Outlay - A budget category, which includes equipment having a unit cost of more than \$5,000 and an estimated useful life of more than five years.

Debt Service - Payment of interest and principal on an obligation resulting from the issuance of bonds, notes, or certificates of indebtedness.

Department - An organizational unit composed of one or more divisions.

Designated Reserve - Funds specifically appropriated and set aside for anticipated expenditure requirements.

Encumbrance - A commitment of funds for goods or services on order.

Enterprise Fund - A fund established to account for the total costs of those governmental facilities and services, which are operated in a manner similar to private enterprises. These programs are entirely or predominantly self-supporting.

GLOSSARY OF BUDGET TERMS

Entitlement - Grant or subvention funds available to the City on the basis of population or other established criteria, rather than based on competition or unique factors among agencies.

Fiduciary Funds - Trust or agency funds used to account for assets held by a governmental unit in a trustee capacity, or as an agent for individuals, private organizations, or other government units and/or other funds. Agency funds are purely custodial (assets = liabilities) and thus do not involve measurement results of operation.

Fiscal Year - A twelve-month period of time. The City of Port Hueneme's fiscal year begins July 1 and ends June 30 of each year.

Full-Time Equivalent - The amount of time a regular full or part-time position has been budgeted for in terms of the amount of time an employee works in a year.

Fund - An independent fiscal and accounting entity used to set forth the financial position and results of operations related to the specific purpose for which the fund was created.

Fund Balance - The amount of financial resources available for use. Generally, this represents the detail of the entire annual operating surpluses and deficits since the fund's inception.

General Fund - The City's principal operating fund, which is supported by taxes and fees, that can be used for any legal government purpose.

General Obligation Bond - Bonds used for various purposes and repaid by the regular (usually the General Fund) revenue raising powers of the City.

Grants - Contributions or gifts of cash or other assets from another governmental entity to be used or expended for a specific purpose, activity or facility. An example is the Community Development Block Grant given by the Federal government.

Infrastructure - Facilities on which the continuance and growth of a community depend on; such as roads, water lines, sewers, public buildings, parks, and so forth.

Interfund Transfers - Money transferred from one fund to another. Such money is transferred to finance the operations of another fund or to reimburse the fund for certain expenditures/expenses.

Levy - To impose taxes, special assessments or service charges for the support of governmental activities (verb); the total amount of taxes, and/or special assessments and/or service charges imposed by a governmental agency (noun).

GLOSSARY OF BUDGET TERMS

Long-Term Debt - Debt with a maturity of more than one year after the date of issuance.

Maintenance and Operation - A budget category that includes all expenses except personnel and capital outlay costs. Examples include office supplies, minor equipment, motor vehicle expense, and professional and contractual services.

Net Assets – The difference between assets and liabilities.

General Government - Program costs that do not relate to any one department but represent costs of a general Citywide nature, such as debt service and appropriated reserve.

Nondiscretionary - Resources that are legally restricted to expenditures for specific purposes.

Operating Budget - Appropriation of funds for ongoing program costs, including personnel services, supplies, equipment and debt service.

Proprietary Fund - Funds used to account for the City's ongoing activities, which are similar to those found in the private sector. The proprietary fund measurement focus is *capital maintenance* (as in the private industry), with emphasis on net income determination.

Reserve - An account used to earmark a portion of the fund balance as legally segregated for a specific use.

Revenues - Amounts received from taxes, fees, permits, licenses, interest and intergovernmental sources during the fiscal year.

Special Revenue Funds - This fund type collects revenues that are restricted by the City, State or Federal Government as to how the City might spend them.

Subventions - Revenues collected by the State (or other level of government) that are allocated to the City on a formula basis. The major subventions received by the City from the State of California include motor vehicle in-lieu and gasoline taxes.

Tax and Revenue Anticipation Notes (TRANS) - Notes (sometimes called warrants) issued in anticipation of collection of taxes. Money from this source is used to provide adequate *cash flow* for ongoing expenses until taxes are collected.

Unappropriated Fund Balance - The part of undesignated fund balance consisting of the excess of current year revenues over appropriations.

City of Port Hueneme

ACRONYMS

ADDI	American Dream Downpayment Initiative
ARRA	American Recovery and Reinvestment Act
BJA	Bureau of Justice Assistance
CC	Central Community
CC&R	Covenants, Conditions and Restrictions
CD	Certificate of Deposit
CDBD/CDBG	Community Development Block Grant
CEQA	California Environmental Quality Act
CIBCSD	Channel Islands Beach Community Service District
CIP	Capital Improvement Program
CJPIA	California Joint Powers Insurance Authority
COP	Certificates of Participation
COPH	City of Port Hueneme
COPS	Citizens Option Public Safety
CPI	Consumer Price Index
CSMFO	California Society of Municipal Finance Officers
CUP	Conditional Use Permit
EDA	Economic Development Administration
EECBG	Energy Efficient and Conservative Block Grant
EOC	Emergency Operations Center
ERAF	Educational Revenue Augmentation Fund
FEMA	Federal Emergency Management Agency
FHLB	Federal Home Loan Bank

City of Port Hueneme

ACRONYMS

GAAP	Generally Accepted Accounting Principals
GASB	Governmental Accounting Standards Board
GCT	Gold Coast Transit
HAP	Housing Assistance Program
HCV	Section 8
HOPTR	Homeowner's Property Tax Reimbursement
HSG	Homeland Security Grant
HUD	U.S. Department of Housing and Urban Development
IDA	Individual Development Account
LAIF	Local Agency Investment Fund
MOU	Memorandum of Understanding
NBVC	Naval Base Ventura County
NCEL	Naval Civil Engineering Laboratory
NIJ	National Institute of Justice
PERS	Public Employees Retirement System
PHAS	Public Housing Assessment System
PHWA	Port Hueneme Water Agency
POB	Pension Obligation Bonds
POST	Peace Officer Standards and Training
PSAF	Public Safety Augmentation Fund
RAB	Resident Advisory Board
RDA	Redevelopment Agency
REAC	Real Estate Assessment Center

City of Port Hueneme

ACRONYMS

RFP	Request For Proposal
ROPS	Recognized Obligation Payment Schedules
RRLP	Residential Rehabilitation Loan Program
SB90	California Senate Bill 90 of 1972
SEIU	Service Employees International Union
SEMAP	Section Eight Management Assessment Program
SPA	Surplus Property Authority
SPU	Special Problems Unit (Police)
TBD	To Be Determined
TDA	State of California Transportation Development Act
VCTC	Ventura County Transportation Commission
VIP	Volunteers in Policing (Police)
VLF	Vehicle License Fee