



City of Port Hueneme

PORT HUENEME CITY COUNCIL SPECIAL MEETING

MAY 25, 2016, 6:30 PM

**PORT HUENEME CITY HALL: 250 NORTH VENTURA ROAD
PORT HUENEME, CA 93041**

AGENDA

Public Communications: Each member of the public may speak on any item appearing on the Agenda or that is within the subject matter jurisdiction of the City Council. Speakers will be allowed three minutes per Agenda item to address the Council. Members of the public who want to address the Council should fill out a speaker card located on the back table in the City Council Chamber and provide the speaker card to the City Clerk. If a speaker wishes to address an item on the Agenda please note the Agenda item number or topic on the speaker card to ensure that you are called to speak before the Council takes action on the Agenda item. All speakers wishing to address the Council on items not on the Agenda will be called on to speak during the Open Forum portion of the Agenda.

- 1. CALL TO ORDER, ROLL CALL**
- 2. AGENDA:** (*Amend / Approve*)
- 3. OPEN FORUM**

The Council will hear public comments for a maximum of 10 minutes. A person may address the Council only on matters NOT appearing on the agenda and within the Council's subject matter jurisdiction. Anyone not able to address the Council before the 10 minutes expires may do so during the Open Forum period during the Regular Meeting at 6:30 p.m. The Council cannot enter into a detailed discussion or take any action on comments, but may refer them to the City Manager for follow up or scheduling on a subsequent agenda for discussion. Each speaker shall limit comments to three minutes.

4. CITY MANAGER:

- A. REVIEW OF FY 2016-2017 PROPOSED ANNUAL BUDGET
Action: It is recommended the City Council review the FY 2016-2017 Proposed Annual Budget and direct staff to prepare the Final Budget to be presented and adopted on June 6, 2016.

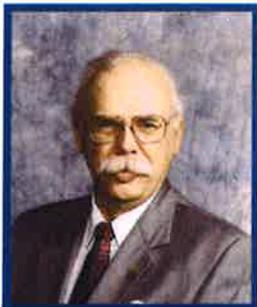
ADJOURNMENT: Adjourn to the Regular Meeting to be held June 6, 2016, 6:30 p.m. in the City Council Chambers.

Copies of staff reports or other written documentation relating to each item of business referred to in this Agenda are available for public inspection in the Office of the City Clerk and on the City's website at www.cityofporthueneme.org. Materials received after agenda packet distributions are made available to the public on the City's website and in the City Clerk's office at the same time they are provided to the Council. IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT, IF YOU NEED SPECIAL ASSISTANCE TO PARTICIPATE IN THIS MEETING, CONTACT THE OFFICE OF THE CITY CLERK AT 986-6503 OR THE CALIFORNIA RELAY SERVICE. NOTICE 48 HOURS PRIOR TO THE MEETING WILL ENABLE THE CITY TO MAKE REASONABLE ARRANGEMENTS TO ALLOW PARTICIPATION IN THIS MEETING.

City of Port Hueneme

OPERATING BUDGET
FY 2016-17

CITY COUNCIL



Jonathan Sharkey
Mayor Pro Tem



Sylvia Munoz
Schnopp
Council Member



Douglas Breeze
Mayor



Jim Hensley
Council Member



Tom Figg
Council Member

Interim City Manager

John Baker

Department Directors

Carmen Nichols – Deputy City Manager

Alvin Burrell – Interim Finance/Housing Director

Robert Albertson – Interim Police Chief

City of Port Hueneme

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

"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.

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ABOUT THE CITY

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

Parks

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

Community Buildings

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

Elementary Schools

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





BUDGET MESSAGE

DRAFT

June 2016

Introduction

Honorable Mayor and Members of the City Council, on behalf of City staff I am pleased to present the Fiscal Year 2016-17 Budget for the City of Port Hueneme for your review and approval. The proposed FY 2016-17 City budget totals \$50,786,582 with \$15,819,090 of that amount designated as the General Fund. General Fund revenues for FY 2016-17 are estimated at \$16,091,784 or a positive balance of \$272,694. With the receipt of one-time money for insurance reimbursement for pier expenditures, the actual amount that should result in \$972,694 being added to the General Fund reserve that was depleted by \$1.6 million in the FY 2015-16 budget.

FY 2016-17 Budget Overview

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

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

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

leads to organizational instability if it continues.

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

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



BUDGET MESSAGE

D R A F T

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

These recommendations were made to the City Council as a result of a combination of management staff from every department coming together as a group to assess different areas of the organization and the impacts that various reductions would have on the functions of the departments involved. The bottom line goal was to achieve, at a minimum, equal revenues and expenditures when combining FY 2015-16 and FY2016-17 revenues and expenditures. The result of this effort in March of this year projected approximately \$40,000 of "surplus" for the two years ending June 30, 2017. Table 1 below contains the new projection of \$274,694 of revenues exceeding expenditures for the coming fiscal year. It must be noted that this amount is subject to any number of unforeseen activities over the course of the 2016-17 budget year and will not allow us to achieve the Council's stated policy of having a reserve equal to six (6) to eight (8) months of General Fund operations or between \$7.3 million and \$10.4 million.

Table 1

General Fund Surplus/(Deficit)	BUDGET 2015-16	BUDGETED 2016-17
General Fund Revenues	\$ 16,251,452	\$ 16,091,784
General Fund Expenditures	\$ 17,940,679	\$ 15,819,090
Net Surplus/(Deficit)	\$ (1,689,227)	\$ 272,694

The revenues shown above do not include a projected one-time receipt of insurance reimbursement for pier reconstruction of \$700,000. If those moneys are added to the projected revenues, the result is an addition of \$881,195 for the year to be applied to the General Fund reserve.

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

Table 2

EMPLOYEES	BUDGET 2015-16	BUDGETED 2016-17
Full-Time	104.00	100.00
Part-Time/Seasonal	17.50	14.25
TOTAL	121.50	104.25

The employee numbers above include a full transition to contracted services for facilities and landscape maintenance. It is likely that the City will not be able to complete the transition by July 1. Therefore, the expenditure numbers proposed in the departmental sections of this budget are based on a conservative projection of six months with current staff and six months of contracts.

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



BUDGET MESSAGE

DRAFT

Table 3

Dept.	BUDGET 2015-16	BUDGETED 2016-17	% of Budget
Police	\$ 7,504,241	\$6,754,501	43%
Public Works	\$2,001,568	\$2,061,947	13%
General Government	\$1,696,616	\$2,012,385	14%
Administration	\$ 1,528,366	\$1,315,311	8%
Community Development	\$1,086,177	\$1,072,346	7%
Finance	\$1,266,147	\$1,057,914	7%
Landscape	\$1,045,158	\$928,214	6%
Rec & Comm Services	\$ 1,987,317	\$617,027	4%

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

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

General Fund Picture

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

Table 4

Fiscal Year	GF Reserves
FY 2016-17	\$5.48 million**
FY 2015-16	\$4.6 million
FY 2014-15	\$9.3 million*
FY 2013-14	\$15.3 million
FY 2012-13	\$18.3 million
FY 2011-12	\$19.3 million
FY 2010-11	\$21.2 million

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

Most of the adjustments contained in this proposed budget are designed to address available General Fund revenues. As can be seen in the schedules of revenues and expenditures and Table 1 previously presented, General Fund revenues have decreased by 11.8% between FY 2015-16 approved budget and this proposal for FY 2016-17. While this results in a \$2,121,589 decrease, it must be noted that a significant amount of expenditures in the 2015-16 were funded by "borrowing" from the City's reserve fund. Continuing this practice is a path to economic instability. There is no use of reserves in this budget, but there has been a use of one-time savings precluding a drawdown of reserves.



BUDGET MESSAGE

DRAFT

I cannot over emphasize that the loss in one-time revenues in future budgets is something that must be addressed as future budgeting is initiated. If the resulting reductions in available General Fund resources due to the one-time additions in the current year are not replaced, the City will be forced to either once again draw down on reserves or further reduce services.

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

A resource that has been suggested is the adoption of a parcel tax to allow for a continuation of the current level of police services. If the City Council wishes to pursue this avenue of General Fund revenue, there are a number of factors that need to be evaluated including 1) timing in relation to other ballot measures – including the possibility of a special election; 2) the amount that should be raised and the inclusion of a CPI type adjustment process to keep up with inflation; 3) how best to determine the mood of the city's voters for such a charge; 4) what are the support bases in the community to assist in making this effort a success, and 5) will other revenue raising measures be on the ballot with a City initiative. A lack of proper planning will

likely have a negative impact on the passage of this new revenue source. The City Council needs to carefully consider all these needs for a successful ballot initiative during or beyond FY 2016-17.

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

In the year ahead we will be putting effort and research into 1) greater business license compliance, 2) pursuit of businesses to locate in the vacant store fronts in the commercial areas along Channel Islands Boulevard and Ventura Road, 3) marketing the beach front for commercial activities, 4) study of signing along Channel Islands Boulevard to attract more people, particularly tourists, to the businesses, 5) use of the Ventura County Lodging Association and visitor center in The Collection in Oxnard for more extensive marketing of the city, and 6) joint efforts with the Oxnard Harbor District on projects/programs that can result in additional revenue and business activity. These activities will require a dedicated effort and identification of the appropriate personnel to carry them forward.

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

General Fund Expenditure Forecast



BUDGET MESSAGE

DRAFT

The big picture of projected General Fund expenditures would indicate that the City would end FY 2016-17 with a relatively small balance of \$272,694 and \$972,694 if the pier insurance reimbursement is included which will begin to address the lowering of our General Fund reserves. If there are not adjustments in future budgets, however, the City will once again fall into a deficit circumstance due to the one-time revenue sources contained in this budget proposal. The details of all the expenditures by fund are presented in the Schedule Section of this proposed budget and the individual department and divisions that follow this message.

The expenditures over the past five years have significantly exceeded the annual revenue stream. The result was a reduction of the unassigned General Fund reserve from \$21 million in 2010 to an unassigned \$6 million at June 30, 2015. A significant portion of the reduction is the result of City Council decisions to make a loan to the Surplus Property Authority (\$5 million) for necessary infrastructure improvements and the assignment of reserves (\$4.3 million) for specific uses including catastrophic emergencies, compensated absences, PERS liability and health care, risk management, capital projects, vehicle and equipment replacement and technology improvements. Some of the past over expenditures were the result of emergencies – the most significant being the beach erosion – that could not be predicted and were taken from the General Fund reserve. The City Council has been prudent in setting aside and assigning funds for emergencies and major incidents that cannot be predicted in terms of dollar impact. Once again, if additional revenues are not identified in future budgets, these unassigned reserves will have to be used to maintain current service levels.

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

The projected General Fund expenditures for FY 2016-17 are \$15,819,090 as compared to the budget for FY 2015-16 of \$17,940,679 or a 11.8% reduction (as shown earlier in Table 1).

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

The departmental and division budgets that follow this budget message will provide you with a mission statement, an overview of the operations and what the departments and divisions are tasked to



BUDGET MESSAGE

DRAFT

accomplish, and a comparison of expenditures from FY 2015-16 to FY 2106-17. There will be a brief statement of the past year's significant accomplishments and the significant objectives for the new year with measurement taking place during the year. There will also be a statement of what the impacts that are anticipated with the belt tightening that is part of this proposed budget. A is a comparison of the staffing levels for each department between the current year and the proposed budget is included.

There is one significant expense that was not contemplated during the run up to your budget discussion on March 21, 2016. We must complete an ADA (Americans with Disability Act) assessment of public facilities at a projected cost of \$83,100. It is included in the "General Government" section of the proposed spending plan. This is something that should have been done some time ago and is finally catching up with the City.

Lastly, a separate document has been prepared listing discretionary programs that are not included in the proposed budget. The City Council may wish to consider some of these programs as part of the decision-making process for this budget.

The projections for the next five years of General Fund revenues and expenditures based on the projection for FY 2016-17 are contained in the schedules portion of this proposed budget. They show a reversal of the trend of spending more than is received. To maintain this pattern the City Council and staff must be vigilant in the allocation of General Fund dollars. The inclusion of one-time revenues in 2016-17 dictates more adjustments will be necessary in the future. Bottom line is the City must accept a role of being a sustaining local

government until new revenue sources are developed.

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 2016-17 fiscal year, we will be conducting a 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 2016-18 CEP projects reliant on this fund will result in a reduction of the water reserve fund to less than \$1 million over the next two years. The longer term capital needs are shown in the CIP section of this proposed budget and are based on the water master plan completed in August of 2011. The basic revenue and expenditure numbers for the water operations are shown in the following chart.

FINAL FIGURES TO BE PROVIDED IN APPROVED BUDGET WHEN UPDATED



BUDGET MESSAGE

DRAFT

FIGURES ARE AVAILABLE FROM 2015-16 ACTUALS.

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. The revenues and expenditures for the two enterprise funds are shown below.

FINAL FIGURES TO BE PROVIDED IN APPROVED BUDGET WHEN UPDATED FIGURES ARE AVAILABLE. FROM 15-16 ACTUALS

CIP Budget

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

The Budget includes a five-year Capital Improvement Program (CIP) with \$2.9 million in projects for Fiscal Year 2016-17 for all funds and a

total of \$40.9 million in identified projects to be completed over the next five years. Many of the projects that have been identified will be funded from other sources, such as bond proceeds and Successor Agency funds that are restricted to certain uses. A number of projects are shown as TBD (to be determined) as we search for sources to meet the need.

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

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

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 \$800,000 is projected for this portion of the work. The two projects are projected to cost approximately \$8 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.



BUDGET MESSAGE

DRAFT

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

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

Separate Entity Budgets

Housing Authority

The Housing Authority's FY 2016-17 budget is comprised of four separate budgets: the Conventional Housing/Operating Subsidy budget \$633,772; Section 8 Housing Choice Voucher Program budget, \$2,989,099; and the Modernization Grants budget, \$68,924. The Housing Authority is primarily funded by the United States Department of Housing and Urban Development (HUD). A total operating profit of \$75,772 is projected for the Public Housing program.

A challenge that remains to be resolved in the Housing Authority budget is a determination by HUD of allowable costs from past years. If the ruling is ultimately against the Authority, the costs could substantially impact the City General Fund reserves and/or services.

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

In addition, AB 26 allowed cities the option of retaining the affordable housing assets and functions previously performed by its redevelopment agency. The City of Port Hueneme has long been a strong supporter of affordable housing construction, and the City Council welcomed the opportunity to become the Housing Successor Agency. The City has under its control the houses and properties purchased with former Low and Moderate Income Housing Fund monies, and will continue to receive the lease revenue generated from the rental of these housing units.

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

Surplus Property Authority

The Surplus Property Authority (SPA) budget shows a strong fiscal position. The projected fund balance as of June 30, 2016 is estimated to be approximately \$9.9M. This balance was primarily



BUDGET MESSAGE

DRAFT

made up of a \$5 million General Fund loan to finance capital improvement projects in areas such as Hueneme Beach and Moranda Park. It is suggested that careful consideration be given in the coming year for projects that will have impetus on economic development activity and, ultimately a bolstering of positive monetary resources for our General Fund.

Conclusion

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

The City Council continues to face some very difficult decisions – quite likely for budgets for 2017-18 and beyond. Often the hard part of governing comes when constituents express concerns for any cuts in service levels that directly impact them – very often wanting even more while the City does not have the resources to accommodate existing services, let alone added services. It is a fact of life that constituents will often be single issue oriented when viewing a budget that must necessarily address a wide variety of municipal needs.

Staff will be evaluating what future budget adjustments might be needed as part of FY 2016-17 budget implementation. We need a very realistic 5 year projection of revenues and expenditures, an action that was not totally possible due to time constraints in the preparation of this budget proposal. Further reductions in services will be assessed with particular emphasis on discretionary funding. Areas of possible revenue increases will be probed. Enhanced collection of business license will be a priority. Strengthening the City's relationship with the Oxnard Harbor District will be pursued with an eye on revenue enhancement. Establishing better public relations mechanisms will 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 current reductions for FY 2106-17.

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

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

- Reconciling internal differences of opinion among policy makers,



BUDGET MESSAGE

DRAFT

- Dealing a variety of factors resulting a demoralized staff, and
- Completing recruitments to fill interim appointments at the management level in a timely manner.

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

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

Respectfully Submitted,

John Baker
Interim City Manager

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

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

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

Projected Salaries & Benefits	Projected Operating Charges	Projected Capital Expenditures	Projected Transfers Out	Total Appropriations FY 2015-16 BUDGET	Projected Net Profit/(Loss) June 30, 2016
11,691,979	3,072,471	814,552	2,361,677	17,940,679	(1,689,227)
74,930	198,900	0	20,966	294,796	(254,296)
0	116,362			116,362	(46,362)
74,930	315,262	0	20,966	411,158	(300,658)
0	0	0	100,000	100,000	0
0	0	0	30,000	30,000	0
0	0	0	0	0	0
0	0	0	130,000	130,000	0
0	1,500	0	15,000	16,500	0
0	15,000	0	0	15,000	0
0	16,500	0	15,000	31,500	0
0	164,500	0	0	164,500	(94,500)
0	224,202	545,000	112,700	881,902	(389,204)
0	43,000	80,000		123,000	(118,200)
0	431,702	625,000	112,700	1,169,402	(601,904)
0	40,800	87,000	49,200	177,000	0
74,930	804,264	712,000	327,866	1,919,060	(902,562)
829,683	5,339,726	2,247,800	999,241	9,416,450	1,063,490
422,686	540,560	0	288,379	1,251,625	0
895,999	1,916,774	454,000	587,336	3,854,109	163,228
940,530	1,587,234	603,100	1,093,835	4,224,699	(24,799)
3,088,898	9,384,294	3,304,900	2,968,791	18,746,883	1,201,919
0	50,000	0	0	50,000	0
0	4,600	0	159,300	163,900	21,100
0	157,500	0	0	157,500	0
0	93,000	0	179,000	272,000	0
0	255,100	0	338,300	593,400	21,100
0	1,401,541	0	0	1,401,541	0
325,957	547,350	0	23,028	896,335	0
325,957	1,948,891	0	23,028	2,297,876	0
0	493,000	0	0	493,000	0
0	1,214,775	0	0	1,214,775	0
0	1,707,775	0	0	1,707,775	0
15,181,764	17,222,795	4,831,452	6,019,662	43,255,673	(1,368,770)
167,927	221,511	0	0	389,438	148,862
151,356	164,286		13,241	328,883	(114,483)
282,996	2,696,280	0	9,241	2,988,517	(121,923)
0	120,071	0	0	120,071	0
602,279	3,202,148	0	22,482	3,826,909	(87,544)
75,718	113,900	2,000	85,623	277,241	27,341
0	0	649,000	0	649,000	(647,700)
187,052	2,584,972	0	58,041	2,830,065	77,107
187,052	2,584,972	649,000	58,041	3,479,065	(570,593)
0	803,625	6,041	0	809,666	(610,482)
16,046,813	23,927,440	5,488,493	6,185,808	51,648,554	(2,610,048)

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

FUNDS	Projected Revenue FY 2016-17 BUDGET	Projected Transfers In	Projected Total Revenues FY 2016-17 BUDGET
GENERAL FUND BALANCE	13,070,484	3,021,300	16,091,784
SPECIAL REVENUES FUNDS:			
COMMUNITY DEVELOPMENT:			
Neighborhood Preservation	10,500	0	10,500
Community Development Block Grants (CDBG)	80,000	0	80,000
SUB TOTAL COMMUNITY DEVELOPMENT	90,500	0	90,500
PUBLIC SAFETY:			
State COPS Grant	100,000	0	100,000
Traffic Safety	8,400	0	8,400
JAG Grant	0	0	0
SUB TOTAL PUBLIC SAFETY	108,400	0	108,400
RECREATION & COMMUNITY SERVICES:			
Senior Nutrition Grant	16,500	0	16,500
Community Grants	0	0	0
SUB TOTAL RECREATION & COMM SVCS	16,500	0	16,500
PUBLIC WORKS:			
Transportation Development Act (TDA)	131,516	0	131,516
Gas Tax	492,698	0	492,698
Bike Path (Article 3)	10,863	0	10,863
State STP Grant	200,000	0	200,000
SUB TOTAL PUBLIC WORKS	835,077	0	635,077
STORMWATER PROGRAM:	89,200	89,800	179,000
TOTAL SPECIAL REVENUE FUNDS	1,139,677	89,800	1,029,477
ENTERPRISE FUNDS			
Water Operations	8,668,850	0	8,668,850
Water Plant Operations	1,188,447	0	1,188,447
Wastewater Operations	4,371,600	40,000	4,411,600
Solid Waste Operations	4,561,000	0	4,561,000
TOTAL ENTERPRISE FUNDS	18,789,897	40,000	18,829,897
NBVC CONTRACT	0	0	0
ASSESSMENT DISTRICTS FUNDS			
Drainage	185,000	0	185,000
Street Lights	123,000	118,761	241,761
Median	179,000	120,795	299,795
TOTAL ASSESSMENT DISTRICTS	487,000	239,556	726,556
INTERNAL SERVICE FUNDS			
Risk Administration	0	1,490,165	1,490,165
Fleet Maintenance	0	651,456	651,456
TOTAL INTERNAL SERVICE FUNDS	0	2,141,621	2,141,621
DEBT SERVICE FUNDS			
1992A COP	0	488,200	488,200
Pension Obligation Bonds	519,000	0	519,000
TOTAL DEBT SERVICE FUNDS	519,000	488,200	1,007,200
TOTAL CITY FUNDS	34,006,058	6,020,477	39,826,535
HOUSING AUTHORITY			
Conventional	748,143	0	748,143
Public Housing Federal	0	0	0
Section 8 Vouchers	2,950,500	0	2,950,500
Modernization Grant	68,924	0	68,924
TOTAL HOUSING AUTHORITY	3,767,567	0	3,767,567
HOUSING SUCCESSOR AGENCY	253,847	0	253,847
REDEVELOPMENT SUCCESSOR AGENCY			
Redevelopment (Previously Debt Service)	649,000	0	649,000
Successor Agency	2,552,979	0	2,552,979
TOTAL REDEVELOPMENT SUCCESSOR AGENCY	3,201,979	0	3,201,979
SURPLUS PROPERTY AUTHORITY	18,660	0	18,660
GRAND TOTAL	41,248,111	6,020,477	47,068,588

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

Projected Salaries & Benefits	Projected Operating Charges	Projected Capital Expenditures	Projected Transfers Out	Projected Total Appropriations FY 2016-17 BUDGET	Projected Net Profit/(Loss) June 30, 2017
9,368,290	3,414,689	542,820	2,493,291	15,819,090	272,694
29,222	127,800	0	25,784	182,806	(172,306)
0	80,000	0	0	80,000	0
29,222	207,800	0	25,784	262,806	(172,306)
0		0	100,000	100,000	0
0		0	8,400	8,400	0
0		0	0	0	0
0	0	0	108,400	108,400	0
0	1,500	0	15,000	16,500	0
0	0	0	0	0	0
0	1,500	0	15,000	16,500	0
0	563	100,553	0	101,116	30,400
0	220,000	367,500	112,700	700,200	(207,502)
0	10,563	0	0	10,563	300
0	0	200,000	0	200,000	0
0	231,126	468,053	112,700	811,879	(176,802)
0	42,800	87,000	49,200	179,000	0
29,222	483,226	555,053	311,084	1,378,585	(349,108)
618,507	5,645,485	948,100	1,020,038	8,232,130	436,720
412,899	461,310	0	294,530	1,168,739	19,708
842,630	1,876,874	819,100	567,635	4,106,239	305,361
879,411	1,378,900	657,500	808,282	3,724,093	836,907
2,753,447	9,362,569	2,424,700	2,690,485	17,231,201	1,598,696
0	0	0	0	0	0
0	326,782	0	159,300	486,082	(301,082)
0	146,900	0	32,900	179,800	61,961
0	105,600	0	179,000	284,600	15,195
0	579,282	0	371,200	950,482	(223,926)
0	1,490,165	0	0	1,490,165	0
124,293	503,177	0	23,986	651,456	0
124,293	1,993,342	0	23,986	2,141,621	0
0	488,200	0	0	488,200	0
0	519,000	0	0	519,000	0
0	1,007,200	0	0	1,007,200	0
12,275,252	16,840,308	3,522,573	5,890,046	38,528,179	1,298,356
253,556	365,964	0	14,252	633,772	114,371
0	0	0	0	0	0
223,811	2,751,036	0	14,252	2,989,099	(38,599)
0	0	68,924	-	68,924	0
477,367	3,117,000	68,924	28,504	3,691,795	75,772
99,449	94,400	0	95,484	289,333	(35,486)
0	0	649,000	0	649,000	0
156,200	2,391,834	0	6,443	2,554,477	(1,498)
0	2,391,834	649,000	6,443	3,203,477	(1,498)
0	564,801	0	0	564,801	(546,141)
12,852,068	23,008,343	4,240,497	6,020,477	46,277,585	791,003



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

General Fund **City Administration Department**
Department Overview

	Actual 2014-15	Budgeted 2015-16	Proposed 2016-17	% Change
Expenditure Description				
Salaries & Benefits	942,014	1,053,147	818,700	-22%
Operational Charges	527,889	397,779	400,676	1%
Capital Expenditures	0	0	0	0%
Allocation Charges	58,927	69,596	95,935	38%
Total Expenditures	1,528,830	1,520,522	1,315,311	-13%
Net Appropriations	-1,528,830	-1,520,522	-1,315,311	-13%

Authorized Positions:

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

**CITY OF PORT HUENEME
FY 2015-16 BUDGET**

**City Council
General Fund**

MISSION

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

PRIMARY ACTIVITIES

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

MAJOR ACCOMPLISHMENTS IN 2014-15

- Provided policy direction and directed the implementation of the many projects and programs found in the Major Accomplishments sections in each Division Budget.
- Adopted Memoranda of Agreement with the Port Hueneme POA for 2015-16, and SEIU for 2015-17.
- Maintained a Level 2 Water Supply Shortage in the City, pursuant to Ordinance No. 698.
- Revamped Council meeting to eliminate the pre meeting requirement thereby removing the perception of closed door decisions.
- Approved a new set of Council Norms for better relationships among Council Members and Council roles with staff.

MAJOR INITIATIVES 2015-16

Fulfill 2015-16 Strategic Goals:

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

It is anticipated these goals will carry over to the 2017-18 fiscal year.

MAJOR CHANGES FROM PRIOR YEAR

- Elimination of deferred compensation payment by the City.
- Elimination of health insurance payment
- Miscellaneous administrative expenditures
- Modification of travel, meeting expenditures to \$1500 per person

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
City Council					
001-1111-611.10-02	Part Time	45,898	45,083	45,083	0%
001-1111-611.20-01	Taxes FICA-Employer	4,509	4,704	2,376	-49%
001-1111-611.20-02	Taxes FICA-Employee	4,557	4,738	0	-100%
001-1111-611.20-03	Taxes Medicare-Employer	1,054	1,100	556	-49%
001-1111-611.20-04	Taxes Medicare-Employee	697	566	0	-100%
001-1111-611.21-01	PERS	7,508	11,718	10,705	-9%
001-1111-611.21-04	POB PERS Debt Svc Alloc	2,424	4,069	2,030	-50%
001-1111-611.21-05	PERS Rate Stabilization	0	0	0	0%
001-1111-611.23-02	City Contr Def Comp-457	25,058	30,628	0	-100%
001-1111-611.25-01	Medical Insurance	30,016	27,488	0	-100%
001-1111-611.25-02	Dental Insurance	2,656	2,648	0	-100%
001-1111-611.25-03	Vision Insurance	452	452	0	-100%
SALARY AND BENEFITS		124,829	133,194	60,750	-54%
001-1111-611.36-08	Cont Svcs-Miscellaneous	4,168	10,000	0	-100%
001-1111-611.51-01	Conference/Travel	7,405	0	0	0%
001-1111-611.51-04	Conf/Travel-Sharkey	0	2,500	1500	-40%
001-1111-611.51-09	Workshop Expenses	5,827	10,000	1500	-85%
001-1111-611.51-10	Conf/Travel-Breeze	0	1,500	1500	0%
001-1111-611.51-11	RDP-21 Travel Expenses	0	2,000	2000	0%
001-1111-611.51-12	Conf/Travel-Schnopp	0	2,000	1500	-25%
001-1111-611.51-14	Conf/Travel-Figg	0	1,000	1500	50%
001-1111-611.51-15	Conf/Travel-Hensley	0	1,500	1500	0%
001-1111-611.52-01	Office Supplies	388	400	400	0%
001-1111-611.65-01	Dues/Memberships	0	0	5,000	0%
001-1111-611.61-11	Misc Supplies	1,087	1,000	1,000	0%
001-1111-611.90-03	ISF Allocation Expenses	26,793	38,188	43,620	14%
OPERATING EXPENSES		45,668	70,088	61,020	-13%
TOTAL EXPENDITURES		170,497	203,282	121,770	-40%

**CITY OF PORT HUENEME
FY 2015-16 BUDGET**

**City Manager/City Attorney
General Fund**

MISSION

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

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

PRIMARY ACTIVITIES

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

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

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

MAJOR ACCOMPLISHMENTS IN 2015-16

- Provided administrative oversight for the projects and programs found in the Major Accomplishments sections in each Division Budget.
- Reorganized and right sized Departments to provide more efficient services and cost savings for General Fund activities.
- Provided transition from one City Manager to another.
- Assumed management role of the Community Development Department
- Initiated live streaming from the Council Chamber.
- Improved electronic communication links outside parties with emphasis on residents.

MAJOR INITIATIVES 2015-16

- Complete the projects identified in the FY 2015-16 Strategic Goals.
- Develop a five year projection of revenues and expenditures to maintain the City Council desired level of General Fund reserves.
- Identify and report on economic development efforts to enhance sustainability of the City.

CHANGES FROM PRIOR YEAR

- Reduction of office/administrative expenditures

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
City Manager					
001-1113-611.10-01	Full Time	163,261	186,200	184,975	-1%
001-1113-611.11-04	Mgmt Benefit	1,020	1,140	0	-100%
001-1113-611.11-05	Car Allowance	2,939	3,420	2,400	-30%
001-1113-611.11-09	Annual Leave Buyout	1,844	1,706	0	-100%
001-1113-611.20-01	Taxes FICA-Employer	4,705	6,891	7,299	6%
001-1113-611.20-02	Taxes FICA-Employee	96	0	0	0%
001-1113-611.20-03	Taxes Medicare-Employer	1,943	3,197	2,710	-15%
001-1113-611.20-04	Taxes Medicare-Employee	22	0	0	0%
001-1113-611.21-01	PERS	49,136	59,750	50,350	-16%
001-1113-611.21-04	POB PERS Debt Svc Alloc	16,507	20,747	10,374	-50%
001-1113-611.21-05	PERS Rate Stabilization	0	0	0	0%
001-1113-611.22-01	LTD/Life Insurance	1,078	1,205	1,205	0%
001-1113-611.23-01	City Contr Def Comp-401K	8	0	0	0%
001-1113-611.23-02	City Contr Def Comp-457	6,104	7,448	3,724	-50%
001-1113-611.25-01	Medical Insurance	11,898	13,035	11,557	-11%
001-1113-611.25-02	Dental Insurance	949	1,748	1,748	0%
001-1113-611.25-03	Vision Insurance	217	243	243	0%
SALARY AND BENEFITS		261,727	306,730	276,585	-10%
001-1113-611.36-01	Cont Svcs-City Attorney	450,043	255,000	255,000	0%
001-1113-611.36-08	Cont Svcs-Miscellaneous	11,992	16,199	45,000	178%
001-1113-611.40-02	Cell Phones	1,524	1,530	1,530	0%
001-1113-611.51-01	Conference/Travel	4,376	3,820	1,500	-61%
001-1113-611.52-01	Office Supplies	92	1,000	200	-80%
001-1113-611.53-02	Community Promotions	1,026	1,000	0	-100%
001-1113-611.65-01	Dues/Memberships	2,230	2,980	28,150	845%
001-1113-611.90-03	ISF Allocation Expenses	8,160	7,638	13,284	74%
OPERATING EXPENSES		479,443	289,167	344,664	19%
TOTAL EXPENDITURES		741,170	595,897	621,249	4%

**CITY OF PORT HUENEME
FY 2015-16 BUDGET**

**Human Resources/City Clerk
General Fund**

MISSION

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

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

PRIMARY ACTIVITIES

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

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

MAJOR ACCOMPLISHMENTS IN 2014-15

- Completed a successful transition to a new City Clerk
- Improved City Website, Facebook, Twitter, and Nextdoor social media accounts to provide more current information to the general public.
- Improved employees' skills and competencies in agenda staff reports by continual training.
- Coordinated the implementation of the Council/Board Meeting Video project

MAJOR INITIATIVES 2015-2016

- Continue to provide job-specific training for staff and effective management training for supervisors to avoid costly personnel actions and investigations.
- Improve employees' skills and competencies for agenda staff reports through continued training and development.
- Staff training for quality customer service
- Staff training for employee safety and reduction of work related injuries.

CITY OF PORT HUENEME
FY 2016-17 BUDGET

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS FY 14/15	FY 15/16	PROPOSED FY 16/17	% CHANGE
Personnel/City Clerk					
001-1115-611.10-01	Full Time	259,272	292,778	227,178	-22%
001-1115-611.10-02	Part Time	11,322	13,333	0	-100%
001-1115-611.11-02	Cafeteria Earnings	9,316	9,300	9,300	0%
001-1115-611.11-03	Longevity Pay	4,511	4,827	4,827	0%
001-1115-611.11-04	Mgmt Benefit	6,032	3,600	0	-100%
001-1115-611.11-05	Car Allowance	2,394	2,400	2,400	0%
001-1115-611.11-09	Annual Leave Buyout	9,793	7,737	25,000	223%
001-1115-611.20-01	Taxes FICA-Employer	17,983	21,566	12,841	-40%
001-1115-611.20-02	Taxes FICA-Employee	17,208	21,405	0	-100%
001-1115-611.20-03	Taxes Medicare-Employer	4,721	5,919	3,577	-40%
001-1115-611.20-04	Taxes Medicare-Employee	4,570	5,673	0	-100%
001-1115-611.21-01	PERS	79,163	95,141	98,950	4%
001-1115-611.21-02	PERS-Retirees	30,991	33,000	33,000	0%
001-1115-611.21-03	PERS Ins Admin Fee	3,748	3,800	3,800	0%
001-1115-611.21-04	POB PERS Debt Svc Alloc	30,614	33,036	16,500	-50%
001-1115-611.21-05	PERS Rate Stabilization	0	0	0	0%
001-1115-611.21-06	PD Retiree Health Reimb	21,110	0	0	0%
001-1115-611.22-01	LTD/Life Insurance	2,391	2,574	1,885	-27%
001-1115-611.23-01	City Contr Def Comp-401K	1,397	1,989	1,500	-25%
001-1115-611.23-02	City Contr Def Comp-457	5,661	6,025	6,441	7%
001-1115-611.25-01	Medical Insurance	23,662	29,510	10,139	-66%
001-1115-611.25-02	Dental Insurance	1,075	1,599	1,771	11%
001-1115-611.25-03	Vision Insurance	447	511	256	-50%
001-1115-611.25-04	Employee Insurance Trust	464	1,000	1,000	0%
001-1115-611.26-03	Tuition Reimbursement	6,988	6,500	6,000	-8%
001-1115-611.27-01	Post Retire RHS Health Pl	625	10,000	15,000	50%
SALARY AND BENEFITS		555,458	613,223	481,365	-22%
001-1115-611.36-08	Cont Svcs-Miscellaneous	6,941	8,875	11,016	24%
001-1115-611.51-01	Conference/Travel	6,291	9,800	6,500	-34%
001-1115-611.52-01	Office Supplies	1,015	1,500	1,500	0%
001-1115-611.52-03	Printing/Publications	1,580	1,600	1,600	0%
001-1115-611.52-04	Advertising	1,359	2,300	2,300	0%
001-1115-611.58-07	Election Expenses	7,881	38,000	12,500	-67%
001-1115-611.58-12	Misc Expenditures	1,036	2,000	1,000	-50%
001-1115-611.58-19	Employee Recognition	2,578	5,500	1,500	-73%
001-1115-611.58-25	Anti-Drug Program	2,301	3,200	2,000	-38%
001-1115-611.61-04	Clothing Expense/Reimb	5,755	7,500	9,480	26%
001-1115-611.61-11	Misc Supplies	0	2,500	500	-80%
001-1115-611.65-01	Dues/Memberships	970	1,400	1,900	36%
001-1115-611.65-02	Publications	0	175	100	-43%
001-1115-611.90-03	ISF Allocation Expenses	23,974	23,770	39,031	64%
OPERATING EXPENSES		61,705	108,120	90,927	-16%
TOTAL EXPENDITURES		617,163	721,343	572,292	-21%

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

**General Government
General Fund**

MISSION

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

PRIMARY ACTIVITIES

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

**MAJOR ACCOMPLISHMENTS IN
2015-16**

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

MAJOR INITIATIVES 2016-2017

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

CHANGES FROM PRIOR YEAR

- Addition of live streaming of meetings from the Council Chamber

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
General Government					
001-1903-619.10-01	Full Time	120,017	112,977	118,073	5%
001-1903-619.10-02	Part Time	0	27,300	27,300	0%
001-1903-619.10-03	Overtime	2,562	4,000	3,000	-25%
001-1903-619.10-04	Standby	3,699	4,000	4,000	0%
001-1903-619.11-02	Cafeteria Earnings	11,217	10,999	10,999	0%
001-1903-619.11-03	Longevity Pay	2,426	2,426	2,426	0%
001-1903-619.11-04	Mgmt Benefit	1,291	1,200	0	-100%
001-1903-619.11-05	Car Allowance	127	0	0	0%
001-1903-619.11-09	Annual Leave Buyout	8,368	6,376	4,000	-37%
001-1903-619.11-10	Compensatory Leave Buyout	135	0	0	0%
001-1903-619.20-01	Taxes FICA-Employer	8,594	9,914	8,152	-18%
001-1903-619.20-02	Taxes FICA-Employee	8,588	8,831	0	-100%
001-1903-619.20-03	Taxes Medicare-Employer	2,281	2,800	1,907	-32%
001-1903-619.20-04	Taxes Medicare-Employee	2,283	2,374	0	-100%
001-1903-619.21-01	PERS	36,558	36,618	40,725	11%
001-1903-619.21-04	POB PERS Debt Svc Alloc	14,064	12,715	6,358	-50%
001-1903-619.21-05	PERS Rate Stabilization	0	0	0	0%
001-1903-619.22-01	LTD/Life Insurance	1,088	1,034	1,040	1%
001-1903-619.23-01	City Contr Def Comp-401K	2,739	2,548	2,675	5%
001-1903-619.23-02	City Contr Def Comp-457	10	0	0	0%
001-1903-619.25-01	Medical Insurance	319	0	0	0%
001-1903-619.25-02	Dental Insurance	28	0	0	0%
001-1903-619.27-01	Post Retire RHS Health Pl	6,900	0	0	0%
SALARY AND BENEFITS		233,299	246,112	230,655	-6%
001-1903-619.36-03	Cont Svcs-Comp Maint	114,530	120,000	140,375	17%
001-1903-619.36-08	Cont Svcs-Miscellaneous	24,890	15,400	113,500	637%
001-1903-619.40-01	Utilities	111,720	645,871	540,000	-16%
001-1903-619.40-02	Cell Phones	319	380	0	-100%
001-1903-619.40-06	Care Program Expense	182,412	65,000	62,500	-4%
001-1903-619.51-08	Training In-House	253	7,600	2,600	-66%
001-1903-619.52-01	Office Supplies	15,654	20,000	16,000	-20%
001-1903-619.52-02	Postage	17,814	18,000	18,000	0%
001-1903-619.53-04	Program 2-1-1 Support	2,000	2,000	2,000	0%
001-1903-619.58-06	Offsite Storage	10,762	24,000	10,000	-58%
001-1903-619.58-17	Library Advance	65,000	32,500	32,500	0%
001-1903-619.58-34	Prior Year Expenses	88	0	0	0%
001-1903-619.61-04	Clothing Expense/Reimb	28	0	0	0%
001-1903-619.61-11	Misc Supplies	3,396	15,200	5,000	-67%
001-1903-619.65-01	Dues/Memberships	22,262	37,450	475	-99%
001-1903-619.65-02	Publications	259	300	0	-100%
001-1903-619.68-01	Cable	0	1,940	1,940	0%
001-1903-619.90-03	ISF Allocation Expenses	22,712	12,038	12,038	0%
001-1903-619.90-20	Operating Transfer Out	802,973	783,925	697,756	-11%
OPERATING EXPENSES		1,397,072	1,801,604	1,654,684	-8%
001-1903-619.70-03	Office Equip/Furniture	66,245	74,500	6,000	-92%



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

General Fund 001-1903

General Government
Account Summary

Expenditure Description	Actual 2014-15	Budgeted 2015-16	Proposed 2016-17	% Change
Salaries & Benefits	233,299	246,112	230,655	6%
Operational Charges	571,387	1,005,641	944,890	6%
Capital Expenditures	66,245	74,500	6,000	92%
Other/Transfers	802,973	783,925	697,756	11%
Allocation Charges	22,712	12,038	12,038	0%
Total Expenditures	1,696,616	2,122,216	1,891,339	11%
Nct Appropriations	-1,696,616	-2,122,216	-1,891,339	11%

Authorized Positions:

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

Purpose of Account:

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

CITY OF PORT HUENEME
FY 2016-17 BUDGET

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS FY 14/15	FY 15/16	PROPOSED FY 16/17	% CHANGE
	CAPITAL	66,245	74,500	6,000	-92%
	TOTAL EXPENDITURES	1,696,616	2,122,216	1,891,339	-11%

**CITY OF PORT HUENEME
FY 2015-16 BUDGET**

**Finance Department
General Fund**

MISSION

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

PRIMARY ACTIVITIES

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

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

MAJOR ACCOMPLISHMENTS IN 2015-16

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

MAJOR INITIATIVES FOR 2016-17

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

CHANGES FROM PRIOR YEAR

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



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

General Fund

**Finance Department
Department Overview**

Expenditure Description	Actual 2014-15	Budgeted 2015-16	Proposed 2016-17	% Change
Salaries & Benefits	1,033,585	1,021,467	805,725	-21%
Operational Charges	161,094	133,825	135,837	2%
Capital Expenditures	0	2,500	0	-100%
Allocated Charges	71,468	72,170	116,352	61%
Total Expenditures	1,266,147	1,229,962	1,057,914	-14%
Net Appropriations	-1,266,147	-1,229,962	-1,057,914	-14%

Authorized Positions:

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

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
Finance Administration					
001-1262-612.10-01	Full Time	534,626	560,247	394,292	-30%
001-1262-612.10-02	Part Time	19,717	15,392	42,595	177%
001-1262-612.10-03	Overtime	364	1,000	0	-100%
001-1262-612.11-02	Cafeteria Earnings	30,256	31,495	18,200	-42%
001-1262-612.11-03	Longevity Pay	7,362	4,782	6,100	28%
001-1262-612.11-04	Mgmt Benefit	7,984	4,800	0	-100%
001-1262-612.11-05	Car Allowance	1,227	1,200	2,400	100%
001-1262-612.11-06	Bilingual Premium	1,221	1,794	598	-67%
001-1262-612.11-09	Annual Leave Buyout	66,288	28,466	30,200	6%
001-1262-612.20-01	Taxes FICA-Employer	39,672	42,138	29,929	-29%
001-1262-612.20-02	Taxes FICA-Employee	26,383	26,633	0	-100%
001-1262-612.20-03	Taxes Medicare-Employer	9,855	11,027	7,101	-36%
001-1262-612.20-04	Taxes Medicare-Employee	6,781	6,845	0	-100%
001-1262-612.21-01	PERS	152,308	162,425	158,450	-2%
001-1262-612.21-04	POB PERS Debt Svc Alloc	70,695	56,400	28,200	-50%
001-1262-612.21-05	PERS Rate Stabilization	0	0	0	0%
001-1262-612.22-01	LTD/Life Insurance	4,909	5,155	2,620	-49%
001-1262-612.23-01	City Contr Def Comp-401K	4,530	2,904	818	-72%
001-1262-612.23-02	City Contr Def Comp-457	5,259	6,763	7,876	16%
001-1262-612.25-01	Medical Insurance	38,920	47,025	73,028	55%
001-1262-612.25-02	Dental Insurance	4,717	4,524	2,994	-34%
001-1262-612.25-03	Vision Insurance	511	452	324	-28%
SALARY AND BENEFITS		1,033,585	1,021,467	805,725	-21%
001-1262-612.36-02	Cont Svcs-Outside Auditor	38,500	37,140	37,140	0%
001-1262-612.36-08	Cont Svcs-Miscellaneous	38,431	28,000	20,147	-28%
001-1262-612.50-07	Unemployment Insurance	9,170	6,000	0	-100%
001-1262-612.51-01	Conference/Travel	2,728	8,500	6,000	-29%
001-1262-612.52-01	Office Supplies	4,128	6,000	6,000	0%
001-1262-612.58-01	Bank Fees	66,184	45,000	60,000	33%
001-1262-612.58-02	Bad Debt Expense	0	500	0	-100%
001-1262-612.58-04	Over/Short Cash Account	144	100	100	0%
001-1262-612.58-34	Prior Year Expense	0	0	1,975	0%
001-1262-612.65-01	Dues/Memberships	700	975	1,975	103%
001-1262-612.65-02	Publications	1,109	1,610	0	-100%
001-1262-612.70-03	Office Equip/Furniture	0	2,500	2,500	0%
001-1262-612.90-03	ISF Allocation Expenses	71,468	72,170	116,352	61%
OPERATING EXPENSES		232,562	208,495	252,189	21%
TOTAL EXPENDITURES		1,266,147	1,229,962	1,057,914	-14%



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

Fund 511

**Certificates of Participation
Account Summary**

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

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

Net Appropriations	0	0	0	0%
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Authorized Positions:
None

Purpose of Account:

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



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

Fund 512		Pension Obligation Bonds		
		Account Summary		
Source of Funds	Actual 2014-15	Budgeted 2015-16	Proposed 2016-17	% Change
Transfer In - General Fund	1,167,320	1,214,775	519,000	-57%
Total Revenues	1,167,320	1,214,775	519,000	-57%
Expenditure Description	Actual 2014-15	Budgeted 2015-16	Proposed 2016-17	% Change
Fiscal Agent Fees	3,809	4,000	4,000	0%
Debt Service	1,163,511	1,210,775	515,000	-57%
Total Expenditures	1,167,320	1,214,775	519,000	-57%
Net Appropriations	0	0	0	0%

Authorized Positions:

None

Purpose of Account:

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

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

**Administration/Planning & Zoning
General Fund**

MISSION

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

PRIMARY ACTIVITIES

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

MAJOR ACCOMPLISHMENTS IN 2015-2016

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

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

MAJOR INITIATIVES 2016-17

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

CHANGES FOR PRIOR YEAR

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

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
Comm Dvlp Admin					
001-5101-651.10-01	Full Time	134,787	223,748	63,336	-72%
001-5101-651.10-03	Overtime	168	500	0	-100%
001-5101-651.11-02	Cafeteria Earnings	4,366	5,787	2,772	-52%
001-5101-651.11-03	Longevity Pay	4,725	7,812	7,812	0%
001-5101-651.11-04	Mgmt Benefit	660	1,140	0	-100%
001-5101-651.11-05	Car Allowance	1,324	2,280	0	-100%
001-5101-651.11-06	Bilingual Premium	598	897	598	-33%
001-5101-651.11-09	Annual Leave Buyout	5,588	8,416	8,400	0%
001-5101-651.11-10	Compensatory Leave Buyout	18	0	0	0%
001-5101-651.20-01	Taxes FICA-Employer	8,536	13,491	4,242	-69%
001-5101-651.20-02	Taxes FICA-Employee	8,533	14,070	0	-100%
001-5101-651.20-03	Taxes Medicare-Employer	2,344	4,144	992	-76%
001-5101-651.20-04	Taxes Medicare-Employee	2,349	4,080	0	-100%
001-5101-651.21-01	PERS	40,432	72,126	70,042	-3%
001-5101-651.21-04	POB PERS Debt Svc Alloc	18,997	25,045	12,248	-51%
001-5101-651.21-05	PERS Rate Stabilization	0	0	0	0%
001-5101-651.22-01	LTD/Life Insurance	1,173	1,925	563	-71%
001-5101-651.23-01	City Contr Def Comp-401K	2,291	4,043	0	-100%
001-5101-651.23-02	City Contr Def Comp-457	0	0	2,005	0%
001-5101-651.25-01	Medical Insurance	11,100	19,805	6,522	-67%
001-5101-651.25-02	Dental Insurance	284	457	532	16%
001-5101-651.25-03	Vision Insurance	207	336	98	-71%
SALARY AND BENEFITS		248,480	410,102	180,162	-56%
001-5101-651.36-08	Cont Svcs-Miscellaneous	16,274	5,000	5,000	0%
001-5101-651.41-04	Property Maintenance	40,944	51,516	50,000	-3%
001-5101-651.51-01	Conference/Travel	87	1,700	1,700	0%
001-5101-651.52-01	Office Supplies	169	500	500	0%
001-5101-651.52-02	Postage	60	200	200	0%
001-5101-651.52-03	Printing	1,161	1,500	1,500	0%
001-5101-651.61-11	Misc Supplies	295	200	200	0%
001-5101-651.65-01	Dues/Memberships	2,356	2,350	2,350	0%
001-5101-651.65-02	Publications	238	550	550	0%
001-5101-651.90-03	ISF Allocation Expenses	16,073	27,804	26,167	-6%
OPERATING EXPENSES		77,657	91,320	88,167	-3%
TOTAL EXPENDITURES		326,137	501,422	268,329	-46%

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

**Building & Safety
General Fund**

MISSION

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

PRIMARY ACTIVITIES

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

MAJOR INITIATIVES 2016-17

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

CHANGES FROM PRIOR YEAR

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

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
Building/Safety					
001-5123-623.10-01	Full Time	97,793	25,615	0	-100%
001-5123-623.10-03	Overtime	122	500	0	-100%
001-5123-623.11-02	Cafeteria Earnings	2,192	1,929	0	-100%
001-5123-623.11-03	Longevity Pay	3,789	897	0	-100%
001-5123-623.11-04	Mgmt Benefit	2,160	0	0	0%
001-5123-623.11-06	Bilingual Pay	300	299	0	-100%
001-5123-623.11-09	Annual Leave Buyout	697	0	0	0%
001-5123-623.11-10	Compensatory Leave Buyout	18	0	0	0%
001-5123-623.20-01	Taxes FICA-Employer	7,096	1,908	0	-100%
001-5123-623.20-02	Taxes FICA-Employee	7,035	1,908	0	-100%
001-5123-623.20-03	Taxes Medicare-Employer	1,644	446	0	-100%
001-5123-623.20-04	Taxes Medicare-Employee	1,648	447	0	-100%
001-5123-623.21-01	PERS	29,966	7,895	0	-100%
001-5123-623.21-04	POB PERS Debt Svc Alloc	12,204	2,741	0	-100%
001-5123-623.22-01	LTD/Life Insurance	955	247	0	-100%
001-5123-623.23-01	City Contr Def Comp-401K	1,844	0	0	0%
001-5123-623.25-01	Medical Insurance	10,751	2,912	0	-100%
001-5123-623.25-02	Dental Insurance	1,061	71	0	-100%
001-5123-623.25-03	Vision Insurance	213	49	0	-100%
SALARY AND BENEFITS		181,488	47,864	0	-100%
001-5123-623.36-08	Cont Svcs-Miscellaneous	1,556	102,000	145,120	42%
001-5123-623.40-02	Cell Phones	514	800	800	0%
001-5123-623.51-01	Conference/Travel	1,116	1,500	1,500	0%
001-5123-623.52-01	Office Supplies	439	500	250	-50%
001-5123-623.52-03	Printing/Publications	118	100	100	0%
001-5123-623.52-04	Emergency EOC Supplies	8,618	0	0	0%
001-5123-623.65-01	Dues/Memberships	754	950	1,000	5%
001-5123-623.65-02	Publications	407	1,000	1,000	0%
001-5123-623.90-03	ISF Allocation Expenses	23,225	11,752	13,083	11%
OPERATING EXPENSES		36,747	118,602	162,853	37%
TOTAL EXPENDITURES		218,235	166,466	162,853	-2%

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

**Code Compliance/Parking Enforcement
General Fund**

MISSION

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

PRIMARY ACTIVITIES

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

MAJOR INITIATIVES 2016-17

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

CHANGES FROM PRIOR YEAR

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

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
Code Enforcement					
001-5124-623.10-01	Full Time	64,850	72,584	37,596	-48%
001-5124-623.11-03	Longevity Pay	2,410	2,531	2,110	-17%
001-5124-623.11-04	Mgmt Benefit	900	900	0	-100%
001-5124-623.11-09	Annual Leave Buyout	3,973	1,324	4,600	247%
001-5124-623.20-01	Taxes FICA-Employer	4,466	5,510	2,162	-61%
001-5124-623.20-02	Taxes FICA-Employee	4,373	5,967	0	-100%
001-5124-623.20-03	Taxes Medicare-Employer	1,039	1,500	506	-66%
001-5124-623.20-04	Taxes Medicare-Employee	1,024	1,463	0	-100%
001-5124-623.21-01	PERS	20,160	24,016	26,437	10%
001-5124-623.21-04	POB PERS Debt Svc Alloc	7,887	8,339	4,170	-50%
001-5124-623.21-05	PERS Rate Stabilization	0	0	0	0%
001-5124-623.22-01	LTD/Life Insurance	644	644	650	1%
001-5124-623.23-01	City Contr Def Comp-401K	758	363	188	-48%
001-5124-623.23-02	City Contr Def Comp-457	899	1,452	752	-48%
001-5124-623.25-01	Medical Insurance	7,925	10,291	10,342	0%
001-5124-623.25-02	Dental Insurance	1,384	1,380	1,338	-3%
001-5124-623.25-03	Vision Insurance	192	192	192	0%
SALARY AND BENEFITS		122,884	138,456	91,043	-34%
001-5124-623.35-01	Cont Svcs-Co Animal Contr	97,986	145,000	240,000	66%
001-5124-623.36-06	Cont Svcs-Uniform Svcs	0	150	150	0%
001-5124-623.36-08	Cont Svcs-Miscellaneous	246	1,300	1,000	-23%
001-5124-623.40-02	Cell Phones	143	200	200	0%
001-5124-623.52-01	Office Supplies	98	200	200	0%
001-5124-623.52-03	Printing/Publications	0	100	0	-100%
001-5124-623.65-01	Dues/Memberships	179	375	200	-47%
001-5124-623.90-03	ISF Allocation Expenses	23,750	10,552	13,083	24%
OPERATING EXPENSES		122,402	157,877	254,833	61%
TOTAL EXPENDITURES		245,286	296,333	345,876	17%

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
Parking Enforcement					
001-5125-623.10-01	Full Time	78,133	82,352	67,922	-18%
001-5125-623.10-02	Part Time	50,376	57,165	57,849	1%
001-5125-623.10-03	Overtime	266	600	0	-100%
001-5125-623.11-02	Cafeteria Earnings	8,521	8,496	8,496	0%
001-5125-623.11-03	Longevity Pay	803	844	800	-5%
001-5125-623.11-04	Mgmt Benefit	300	300	0	-100%
001-5125-623.11-09	Annual Leave Buyout	2,361	1,073	2,200	105%
001-5125-623.20-01	Taxes FICA-Employer	9,006	9,596	8,154	-15%
001-5125-623.20-02	Taxes FICA-Employee	5,939	6,426	0	100%
001-5125-623.20-03	Taxes Medicare-Employer	2,104	2,315	1,907	-18%
001-5125-623.20-04	Taxes Medicare-Employee	1,391	1,527	0	-100%
001-5125-623.21-01	PERS	23,752	30,957	32,218	4%
001-5125-623.21-04	POB PERS Debt Svc Alloc	8,391	10,750	5,285	-51%
001-5125-623.21-05	PERS Rate Stabilization	0	0	0	0%
001-5125-623.22-01	LTD/Life Insurance	723	723	722	0%
001-5125-623.23-01	City Contr Def Comp-401K	253	121	63	-48%
001-5125-623.23-02	City Contr Def Comp-457	300	484	251	-48%
001-5125-623.25-01	Medical Insurance	2,642	3,430	3,447	0%
001-5125-623.25-02	Dental Insurance	461	460	443	-4%
001-5125-623.25-03	Vision Insurance	64	64	64	0%
SALARY AND BENEFITS		195,786	217,683	189,821	-13%
001-5125-623.36-06	Cont Svcs-Uniform Svcs	262	300	200	-33%
001-5125-623.36-08	Cont Svcs-Miscellaneous	53,001	64,000	76,000	19%
001-5125-623.40-02	Cell Phones	367	750	750	0%
001-5125-623.51-01	Conference/Travel	0	200	200	0%
001-5125-623.52-01	Office Supplies	20	250	150	-40%
001-5125-623.52-03	Printing/Publications	1,849	2,000	2,000	0%
001-5125-623.65-01	Dues/Memberships	0	125	0	-100%
001-5125-623.90-03	ISF Allocation Expenses	33,803	37,204	26,167	-30%
OPERATING EXPENSES		89,302	104,829	105,467	1%
001-5125-623.70-02	Equipment	11,220	0	0	0%
001-5125-623.70-05	Vehicles	211	0	0	0%
CAPITAL		11,431	0	0	0%
TOTAL EXPENDITURES		296,519	322,512	295,288	-8%



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

CDBG 254-5300

CDBG

Account Summary

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

Description	Actual 2014-15	Budgeted 2015-16	Proposed 2016-17	% Change
Salaries & Benefits	-	-	-	0
Operational Charges	18,220	116,362	80,000	-31%
Capital Expenditures	-	-	-	0
Total Expenditures	18,220	116,362	80,000	0

Net Appropriations	441,101	(46,362)	-	0
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Authorized Positions:

None

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

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

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

Neighborhood Preservation

MISSION

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

PRIMARY ACTIVITIES

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

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

MAJOR ACCOMPLISHMENTS IN 2015-16

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

MAJOR INITIATIVES 2016-17

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



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

Neighborhood 128-5102
Preservation Fund

Neighborhood Preservation
Account Summary

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

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

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

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

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

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

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

**Police Department
General Fund**

MISSION

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

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

PRIMARY ACTIVITIES

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

MAJOR ACCOMPLISHMENTS IN 2015-16

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

MAJOR INITIATIVES 2016-17

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

CHANGES FROM PRIOR YEAR

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



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

General Fund		Police Department		
		Department Overview		
Source of Funds	Actual 2014-15	Budgeted 2015-16	Proposed 2016-17	% Change
Revenues	113,248	130,000	108,400	-17%
Total Revenues	113,248	130,000	108,400	-17%
Expenditure Description	Actual 2014-15	Budgeted 2015-16	Proposed 2016-17	% Change
Salaries & Benefits	6,421,019	6,208,661	5,494,902	-11%
Operational Charges	491,621	493,265	403,410	-18%
Capital Expenditures	17,800	60,450	18,750	-69%
Allocation Charges	720,382	818,892	945,224	15%
Total Expenditures	7,650,822	7,581,268	6,862,286	-9%
Net Appropriations	(7,650,822)	(7,581,268)	(6,862,286)	-9%

Authorized Positions:

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

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

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
Police Administration					
001-2101-621.10-01	Full Time	215,886	91,730	227,843	148%
001-2101-621.11-02	Cafeteria Earnings	8,702	8,640	9,044	5%
001-2101-621.11-03	Longevity Pay	6,960	1,800	1,800	0%
001-2101-621.11-04	Mgmt Benefit	4,679	1,200	0	-100%
001-2101-621.11-09	Annual Leave Buyout	58,008	6,000	6,000	0%
001-2101-621.20-01	Taxes FICA-Employer	16,109	7,347	13,601	85%
001-2101-621.20-02	Taxes FICA-Employee	16,020	7,956	0	-100%
001-2101-621.20-03	Taxes Medicare-Employer	4,427	1,868	3,490	87%
001-2101-621.20-04	Taxes Medicare-Employee	4,433	1,860	0	-100%
001-2101-621.21-01	PERS	75,303	29,887	56,890	90%
001-2101-621.21-04	POB PERS Debt Svc Alloc	52,793	10,378	5,189	-50%
001-2101-621.21-05	PERS Rate Stabilization	0	0	0	0%
001-2101-621.21-06	PD Retiree Health Reimb	0	6,600	6,600	0%
001-2101-621.22-01	LTD/Life Insurance	1,950	787	1,991	153%
001-2101-621.23-01	City Contr Def Comp-401K	2,105	2,292	5,697	149%
001-2101-621.23-02	City Contr Def Comp-457	4,077	0	0	0%
001-2101-621.25-01	Medical Insurance	12,912	0	15,560	0%
001-2101-621.25-02	Dental Insurance	775	404	404	0%
001-2101-621.25-03	Vision Insurance	399	256	511	100%
SALARY AND BENEFITS		485,538	179,005	354,620	98%
001-2101-621.36-08	Cont Svcs-Miscellaneous	115,206	118,000	115,000	-3%
001-2101-621.51-01	Conference/Travel	2,380	4,000	500	-88%
001-2101-621.51-10	Training-POST	1,046	2,000	2,000	0%
001-2101-621.52-01	Office Supplies	1,489	1,500	1,500	0%
001-2101-621.52-03	Printing/Publications	456	800	500	-38%
001-2101-621.58-12	Misc Expenditures	2,421	4,000	2,800	-30%
001-2101-621.61-04	Clothing Expense/Reimb	1	250	250	0%
001-2101-621.65-01	Dues/Memberships	1,156	1,000	700	-30%
001-2101-621.90-03	ISF Allocation Expenses	60,297	83,142	39,451	-53%
OPERATING EXPENSES		184,452	214,692	162,701	-24%
001-2101-621.70-03	Office Equip/Furniture	11,800	12,950	18,750	45%
CAPITAL		11,800	12,950	18,750	45%
TOTAL EXPENDITURES		681,790	406,647	536,071	32%

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
Patrol/Investigations					
001-2102-621.10-01	Full Time	2,119,606	2,045,435	1,881,553	-8%
001-2102-621.10-02	Part Time	0	0	9,568	0%
001-2102-621.10-03	Overtime	510,774	460,000	460,000	0%
001-2102-621.10-04	Standby	28,459	7,300	20,450	180%
001-2102-621.11-01	Education Incentive	216,795	209,328	201,960	-4%
001-2102-621.11-02	Cafeteria Earnings	28,645	23,744	25,307	7%
001-2102-621.11-03	Longevity Pay	97,523	97,938	106,000	8%
001-2102-621.11-06	Bilingual Premium	5,444	4,680	4,680	0%
001-2102-621.11-07	Detective Premium	42,803	42,483	42,457	0%
001-2102-621.11-09	Annual Leave Buyout	68,138	40,000	58,300	46%
001-2102-621.11-10	Compensatory Leave Buyout	21,674	20,000	20,000	0%
001-2102-621.20-01	Taxes FICA-Employer	147,129	148,103	126,767	-14%
001-2102-621.20-02	Taxes FICA-Employee	140,218	140,252	0	-100%
001-2102-621.20-03	Taxes Medicare-Employer	45,222	42,075	30,874	-27%
001-2102-621.20-04	Taxes Medicare-Employee	43,635	37,814	0	-100%
001-2102-621.21-01	PERS	735,783	758,018	780,130	3%
001-2102-621.21-04	POB PERS Debt Svc Alloc	466,559	607,388	303,694	-50%
001-2102-621.21-05	PERS Rate Stabilization	0	0	0	0%
001-2102-621.21-06	PD Retiree Health Reimb	0	20,000	17,500	-13%
001-2102-621.22-01	LTD/Life Insurance	17,319	17,327	15,316	-12%
001-2102-621.25-01	Medical Insurance	202,895	215,665	187,259	-13%
001-2102-621.25-02	Dental Insurance	23,068	23,066	18,494	-20%
001-2102-621.25-03	Vision Insurance	3,670	4,032	3,364	-17%
001-2102-621.26-01	Uniform Allowance	12,521	12,541	10,860	-13%
SALARY AND BENEFITS		4,977,880	4,977,189	4,324,533	-13%
001-2102-621.35-05	Cont Svcs-Radio Services	69,216	50,500	22,500	-55%
001-2102-621.36-08	Cont Svcs-Miscellaneous	12,181	16,500	11,100	-33%
001-2102-621.36-18	Cont Svcs-Car Wash	705	1,475	0	-100%
001-2102-621.40-02	Cell Phones	1,298	1,300	1,300	0%
001-2102-621.51-01	Conference/Travel	1,808	3,500	1,000	-71%
001-2102-621.51-10	Training-POST	1,315	5,000	5,000	0%
001-2102-621.52-01	Office Supplies	3,722	3,900	3,900	0%
001-2102-621.52-03	Printing/Publications	1,693	2,000	2,000	0%
001-2102-621.61-04	Clothing Expense/Reimb	5,962	6,000	6,000	0%
001-2102-621.64-01	Firearms/Weapons	12,300	12,500	12,500	0%
001-2102-621.64-02	K-9 Program Supplies	13,979	14,800	4,800	-68%
001-2102-621.64-05	Investigation Expenses	5,829	6,000	7,000	17%
001-2102-621.64-07	Police Equipment	10,484	10,600	10,600	0%
001-2102-621.65-01	Dues/Memberships	0	300	0	-100%
001-2102-621.90-03	ISF Allocation Expenses	596,039	672,504	801,503	19%
OPERATING EXPENSES		736,531	806,879	889,203	10%
001-2102-621.70-04	Structures/Improvements	6,000	5,000	0	-100%
001-2102-621.70-05	Vehicles	0	42,500	0	-100%
CAPITAL		6,000	47,500	0	-100%

CITY OF PORT HUENEME
FY 2016-17 BUDGET

<u>ACCOUNT NUMBER</u>	<u>ACCOUNT DESCRIPTION</u>	<u>ACTUALS FY 14/15</u>	<u>FY 15/16</u>	<u>PROPOSED FY 16/17</u>	<u>% CHANGE</u>
TOTAL EXPENDITURES		5,720,411	5,831,568	5,213,736	-11%

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
Police Support					
001-2104-621.10-01	Full Time	440,449	428,758	378,560	-12%
001-2104-621.10-02	Part Time	42,052	91,399	41,194	-55%
001-2104-621.10-03	Overtime	69,004	80,000	76,350	-5%
001-2104-621.10-04	Standby	625	200	200	0%
001-2104-621.11-01	Education Incentive	31,850	32,108	29,971	-7%
001-2104-621.11-02	Cafeteria Earnings	14,380	14,390	9,457	-34%
001-2104-621.11-03	Longevity Pay	16,399	16,492	16,500	0%
001-2104-621.11-09	Annual Leave Buyout	2,770	0	0	0%
001-2104-621.11-10	Compensatory Leave Buyout	197	200	360	80%
001-2104-621.20-01	Taxes FICA-Employer	38,892	41,778	27,224	-35%
001-2104-621.20-02	Taxes FICA-Employee	32,376	32,646	0	-100%
001-2104-621.20-03	Taxes Medicare-Employer	9,183	9,771	6,367	-35%
001-2104-621.20-04	Taxes Medicare-Employee	7,668	7,648	0	-100%
001-2104-621.21-01	PERS	106,151	157,154	131,331	-16%
001-2104-621.21-04	POB PERS Debt Svc Alloc	61,713	54,570	27,285	-50%
001-2104-621.21-05	PERS Rate Stabilization	0	0	0	0%
001-2104-621.21-06	PD Retiree Health Reimb	0	1,650	900	-45%
001-2104-621.22-01	LTD/Life Insurance	3,746	3,746	3,251	-13%
001-2104-621.25-01	Medical Insurance	63,290	67,518	54,513	-19%
001-2104-621.25-02	Dental Insurance	3,548	2,954	1,968	-33%
001-2104-621.25-03	Vision Insurance	873	791	593	-25%
001-2104-621.26-01	Uniform Allowance	3,790	3,780	3,240	-14%
SALARY AND BENEFITS		948,956	1,047,553	809,264	-23%
001-2104-621.36-08	Cont Svcs-Miscellaneous	2,515	5,300	2,200	-58%
001-2104-621.40-02	Cell Phones	167	200	200	0%
001-2104-621.51-01	Conference/Travel	1,479	3,000	2,500	-17%
001-2104-621.51-10	Training-POST	693	2,500	2,500	0%
001-2104-621.52-01	Office Supplies	1,416	1,500	1,500	0%
001-2104-621.52-03	Printing/Publications	1,082	1,500	1,000	-33%
001-2104-621.61-04	Clothing Expense/Reimb	2,513	4,040	3,000	-26%
001-2104-621.64-06	Explorer Program Expenses	951	1,000	500	-50%
001-2104-621.64-07	Police Equipment	1,333	1,500	1,500	0%
001-2104-621.65-01	Dues/Memberships	140	300	260	-13%
001-2104-621.90-03	ISF Allocation Expenses	64,046	63,246	104,270	65%
OPERATING EXPENSES		76,335	84,086	119,430	42%
TOTAL EXPENDITURES		1,025,291	1,131,639	928,694	-18%

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

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

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

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

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

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

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

**Recreation Programs
General Fund**

MISSION

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

PRIMARY ACTIVITIES

Services provided by the Recreation Department include:

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

MAJOR ACCOMPLISHMENTS IN 2015-2016

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

- Research programming needs based on resident demographics for possible adjustments
- Promote city recreation facilities and generate rental opportunities.
- Continue to participate in California Recreation & Park Society’s “Parks Make Life Better” campaign.
- Develop sponsorships and public/private activities to replace reductions in funding for recreational programs

CHANGES FROM PRIOR YEAR

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



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

General Fund

Recreation & Community Svcs.

Department Overview

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

Expenditure Description	Actual 2014-15	Budgeted 2015-16	Proposed 2016-17	% Change
Salaries & Benefits	394,659	354,766	345,549	-3%
Operational Charges	349,018	320,033	127,370	-60%
Capital Expenditures	1,165,468	297,702	28,570	-90%
Allocation Charges	96,928	91,234	132,038	45%
Total Expenditures	2,006,073	1,063,735	633,527	-40%

Net Appropriations	(2,006,073)	(1,063,735)	(633,527)	-40%
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Authorized Positions:

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

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
Recreation Administration					
001-4181-641.21-04	POB PERS Debt Svc Alloc	8,641	-	-	0%
SALARY AND BENEFITS		8,641	-	-	0%
001-4181-641.36-08	Cont Svcs-Miscellaneous	2,500	2,600	2,900	12%
001-4181-641.52-02	Postage	1,513	1,700	-	-100%
001-4181-641.52-03	Printing/Publications	8,292	8,000	-	-100%
001-4181-641.53-02	Community Promotions	16,027	-	-	0%
001-4181-641.58-12	Misc Expenditures	323	1,000	-	-100%
001-4181-641.61-11	Misc Supplies	1,555	1,000	-	-100%
001-4181-641.65-01	Dues/Memberships	170	500	-	-100%
001-4181-641.90-03	ISF Allocation Expenses	8,110	7,724	13,205	71%
OPERATING EXPENSES		38,490	22,524	16,105	-28%
TOTAL EXPENDITURES		47,131	22,524	16,105	-28%

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
Community Center					
001-4182-641.10-01	Full Time	102,621	99,703	99,703	0%
001-4182-641.10-02	Part Time	31,806	42,133	14,730	-65%
001-4182-641.10-03	Overtime	6,750	6,500	3,000	-54%
001-4182-641.11-02	Cafeteria Earnings	6,817	6,797	6,797	0%
001-4182-641.11-03	Longevity Pay	3,490	3,490	3,490	0%
001-4182-641.11-09	Annual Leave Buyout	4,660	2,856	3,190	12%
001-4182-641.11-10	Compensatory Leave Buyout	538	-	-	0%
001-4182-641.20-01	Taxes FICA-Employer	10,348	9,792	7,698	-21%
001-4182-641.20-02	Taxes FICA-Employee	9,377	8,197	-	-100%
001-4182-641.20-03	Taxes Medicare-Employer	2,420	2,290	1,800	-21%
001-4182-641.20-04	Taxes Medicare-Employee	2,196	1,920	-	-100%
001-4182-641.21-01	PERS	29,905	32,098	54,828	71%
001-4182-641.21-04	POB PERS Debt Svc Alloc	12,538	11,146	5,573	-50%
001-4182-641.21-05	PERS Rate Stabilization	-	-	-	0%
001-4182-641.22-01	LTD/Life Insurance	935	935	910	-3%
001-4182-641.25-01	Medical Insurance	10,571	11,650	11,654	0%
001-4182-641.25-02	Dental Insurance	256	256	256	0%
001-4182-641.25-03	Vision Insurance	198	198	198	0%
SALARY AND BENEFITS		235,426	239,961	213,827	-11%
001-4182-641.36-08	Cont Svcs-Miscellaneous	11,178	11,600	11,600	0%
001-4182-641.36-10	Cont Svcs-Alarm Services	2,446	2,500	2,500	0%
001-4182-641.40-01	Utilities	14,754	15,000	15,000	0%
001-4182-641.51-01	Conference/Travel	134	1,000	-	-100%
001-4182-641.53-03	Special Events	8,077	3,300	2,000	-39%
001-4182-641.61-02	Building Maint Supplies	4,247	5,500	5,500	0%
001-4182-641.61-04	Clothing Expense/Reimb	760	800	800	0%
001-4182-641.61-11	Misc Supplies	7,266	7,600	7,000	-8%
001-4182-641.65-01	Dues/Memberships	370	650	170	-74%
001-4182-641.90-03	ISF Allocation Expenses	24,330	23,170	39,610	71%
OPERATING EXPENSES		73,562	71,120	84,180	18%
001-4182-641.70-02	Equipment	12,048	-	-	0%
CAPITAL		12,048	-	-	0%
TOTAL EXPENDITURES		321,036	311,081	298,007	-4%

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

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

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

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

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

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

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
Lifeguards/Jr. Lifeguards					
001-4186-622.10-02	Part Time	139,891	106,647	109,349	3%
001-4186-622.20-01	Taxes FICA-Employer	8,673	6,612	6,780	3%
001-4186-622.20-03	Taxes Medicare-Employer	2,028	1,546	1,586	3%
001-4186-622.21-01	PERS	-	-	14,007	0%
SALARY AND BENEFITS		150,592	114,805	131,722	15%
001-4186-622.36-08	Cont Svcs-Miscellaneous	4,705	3,700	3,000	-19%
001-4186-622.50-07	Unemployment Insurance	11,703	10,000	12,000	20%
001-4186-622.53-03	Special Events	3,193	5,700	500	-91%
001-4186-622.53-11	Merchandise	2,001	2,000	2,000	0%
001-4186-622.53-12	Jr Lifeguard Expenses	4,488	3,000	3,000	0%
001-4186-622.61-04	Clothing Expense/Reimb	200	500	800	60%
001-4186-622.61-11	Misc Supplies	3,450	4,800	3,500	-27%
001-4186-622.65-01	Dues/Memberships	300	-	-	0%
001-4186-622.90-03	ISF Allocation Expenses	64,488	60,340	79,223	31%
OPERATING EXPENSES		94,528	90,040	104,023	16%
001-4186-622.70-05	Vehicles	-	28,430	16,570	-42%
CAPITAL		-	28,430	16,570	-42%
TOTAL EXPENDITURES		245,120	233,275	252,315	8%

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

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

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

**Landscape Maintenance
General Fund**

MISSION

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

PRIMARY ACTIVITIES

Services provided by the Landscape Maintenance Division include the following:

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

MAJOR ACCOMPLISHMENTS IN 2015-2106:

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

MAJOR INITIATIVES FOR 2016-2017

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

CHANGES FROM PRIOR YEAR

- Elimination of Landscape Coordinator



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

General Fund 001-4204

Landscape Maintenance
Division Summary

Direct Revenue	Actual 2014-15	Budgeted 2015-16	Proposed 2016-17	% Change
Revenues	-	-	-	0%
Total Revenues	-	-	-	0%
Expenditure Description	Actual 2014-15	Budgeted 2015-16	Proposed 2016-17	% Change
Salaries & Benefits	774,919	813,136	340,483	-58%
Operational Charges	123,467	236,711	514,536	117%
Capital Expenditures	11,228	12,000	-	-100%
Allocation Charges	135,544	194,768	73,255	-62%
Total Expenditures	1,045,158	1,256,615	928,274	-26%
Net Appropriations	(1,045,158)	(1,256,615)	(928,274)	-26%

Authorized Positions:

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

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
Landscape Maintenance					
001-3104-631.10-01	Full Time	367,364	-	183,769	0%
001-3104-631.10-02	Part Time	49,716	-	31,498	0%
001-3104-631.10-03	Overtime	15,503	-	9,000	0%
001-3104-631.10-04	Standby	6,178	-	2,900	0%
001-3104-631.11-02	Cafeteria Earnings	6,098	-	2,821	0%
001-3104-631.11-03	Longevity Pay	9,897	-	4,596	0%
001-3104-631.11-04	Mgmt Benefit	2,400	-	-	0%
001-3104-631.11-09	Annual Leave Buyout	10,102	-	4,645	0%
001-3104-631.20-01	Taxes FICA-Employer	30,291	-	15,298	0%
001-3104-631.20-02	Taxes FICA-Employee	24,968	-	-	0%
001-3104-631.20-03	Taxes Medicare-Employer	7,070	-	3,616	0%
001-3104-631.20-04	Taxes Medicare-Employee	5,848	-	-	0%
001-3104-631.21-01	PERS	105,358	-	59,026	0%
001-3104-631.21-04	POB PERS Debt Svc Alloc	39,804	-	20,496	0%
001-3104-631.21-05	PERS Rate Stabilization	-	-	-	0%
001-3104-631.22-01	LTD/Life Insurance	3,542	-	1,796	0%
001-3104-631.23-01	City Contr Def Comp-401K	2,024	-	1,022	0%
001-3104-631.25-01	Medical Insurance	83,210	-	-	0%
001-3104-631.25-02	Dental Insurance	4,103	-	-	0%
001-3104-631.25-03	Vision Insurance	1,443	-	-	0%
SALARY AND BENEFITS		774,919	-	340,483	0%
001-3104-631.36-05	Cont Svcs-Outside Labor	65,470	-	-	0%
001-3104-631.36-06	Cont Svcs-Uniform Svcs	6,027	-	-	0%
001-3104-631.36-08	Cont Svcs-Miscellaneous	2,375	-	469,566	0%
001-3104-631.36-10	Contra Acc Internal Labor	(1,739)	-	-	0%
001-3104-631.40-02	Cell Phones	1,309	-	-	0%
001-3104-631.51-01	Conference/Travel	2,190	-	-	0%
001-3104-631.52-01	Office Supplies	1,028	-	-	0%
001-3104-631.61-08	Janitorial Supplies	7,833	-	7,770	0%
001-3104-631.61-09	Landscape Supplies	18,936	-	17,000	0%
001-3104-631.61-11	Misc Supplies	670	-	600	0%
001-3104-631.61-15	Safety Supplies	6,679	-	-	0%
001-3104-631.61-20	Plant Material	4,008	-	4,000	0%
001-3104-631.62-01	Mower Parts	2,902	-	-	0%
001-3104-631.62-02	Repair Parts	639	-	-	0%
001-3104-631.62-04	Small Tools	3,610	-	-	0%
001-3104-631.62-06	Equipment Maint Matl	752	-	-	0%
001-3104-631.62-07	Irrigation Maint Repair	-	-	15,600	0%
001-3104-631.65-01	Dues/Memberships	670	-	-	0%
001-3104-631.65-02	Publications	108	-	-	0%
001-3104-631.90-03	ISF Allocation Expenses	135,544	-	73,255	0%
OPERATING EXPENSES		259,011	-	587,791	0%
001-3104-631.70-02	Equipment	11,228	-	-	0%

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	
		FY 14/15	FY 15/16	FY 16/17	% CHANGE
CAPITAL		11,228	-	-	0%
TOTAL EXPENDITURES		1,045,158	-	928,274	0%

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
Landscape Maintenance					
001-4204-604.10-01	Full Time	-	367,537	-	-100%
001-4204-604.10-02	Part Time	-	62,995	-	-100%
001-4204-604.10-03	Overtime	-	18,000	-	-100%
001-4204-604.10-04	Standby	-	5,800	-	-100%
001-4204-604.11-02	Cafeteria Earnings	-	5,641	-	-100%
001-4204-604.11-03	Longevity Pay	-	9,192	-	-100%
001-4204-604.11-04	Mgmt Benefit	-	1,200	-	-100%
001-4204-604.11-09	Annual Leave Buyout	-	9,289	-	-100%
001-4204-604.20-01	Taxes FICA-Employer	-	30,596	-	-100%
001-4204-604.20-02	Taxes FICA-Employee	-	24,801	-	-100%
001-4204-604.20-03	Taxes Medicare-Employer	-	7,231	-	-100%
001-4204-604.20-04	Taxes Medicare-Employee	-	5,807	-	-100%
001-4204-604.21-01	PERS	-	118,053	-	-100%
001-4204-604.21-04	POB PERS Debt Svc Alloc	-	40,992	-	-100%
001-4204-604.22-01	LTD/Life Insurance	-	3,592	-	-100%
001-4204-604.23-01	City Contr Def Comp-401K	-	2,045	-	-100%
001-4204-604.25-01	Medical Insurance	-	94,746	-	-100%
001-4204-604.25-02	Dental Insurance	-	4,163	-	-100%
001-4204-604.25-03	Vision Insurance	-	1,456	-	-100%
SALARY AND BENEFITS		-	813,136	-	-100%
001-4204-604.36-05	Outside Labor	-	160,000	-	-100%
001-4204-604.36-06	Uniform Services	-	6,000	-	-100%
001-4204-604.36-08	Cont Svcs-Miscellaneous	-	4,500	-	-100%
001-4204-604.40-02	Cell Phone	-	1,706	-	-100%
001-4204-604.51-01	Conference/Travel	-	2,575	-	-100%
001-4204-604.52-01	Office Supplies	-	600	-	-100%
001-4204-604.61-08	Janitorial Supplies	-	7,770	-	-100%
001-4204-604.61-09	Landscape Supplies	-	17,000	-	-100%
001-4204-604.61-11	Misc Supplies	-	400	-	-100%
001-4204-604.61-15	Safety Supplies	-	7,000	-	-100%
001-4204-604.61-20	Plant Material	-	4,000	-	-100%
001-4204-604.62-01	Mower Parts	-	3,600	-	-100%
001-4204-604.62-02	Repair Parts	-	1,000	-	-100%
001-4204-604.62-04	Small Tools	-	3,000	-	-100%
001-4204-604.62-06	Equipment Maint Matl	-	1,000	-	-100%
001-4204-604.62-07	Irrigation Maint Repair	-	15,600	-	-100%
001-4204-604.65-01	Dues/Memberships	-	860	-	-100%
001-4204-604.65-02	Publications	-	100	-	-100%
001-4204-604.90-03	ISF Allocation Expenses	-	194,768	-	-100%
OPERATING EXPENSES		-	431,479	-	-100%
001-4204-604.70-02	Equipment	-	5,000	-	-100%
001-4204-604.70-04	Structures/Improvements	-	7,000	-	-100%
CAPITAL		-	12,000	-	-100%

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS FY 14/15	FY 15/16	PROPOSED FY 16/17	% CHANGE
TOTAL EXPENDITURES		-	1,256,615	-	-100%



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

General Fund/Enterprise Funds

Public Works

Department Overview

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

Expenditure Description	Actual 2014-15	Budgeted 2015-16	Projected 2016-17	% Change
Salaries & Benefits	4,610,274	4,595,440	3,748,990	-18%
Operational Charges	7,719,066	8,896,060	9,391,840	6%
Allocation Charges	3,603,893	3,426,061	3,171,018	-7%
Capital Expenditures	957,776	4,384,300	3,666,753	-16%
Capital/Equipment Reserves	0	1,550,000	1,550,000	0%
Debt Service	214,720	517,287	317,364	-39%
Transfers Out	242,665	240,000	240,000	0%
Total Expenditures	17,348,394	23,609,148	22,085,965	-6%
Net Appropriations	1,242,614	-1,405,013	-863,979	-39%



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

General Fund/Enterprise Funds

Public Works
Department Overview

	Actual 2014-15	Budgeted 2015-16	Projected 2016-17
Authorized Positions:			
Public Works Director	1.00	1.00	1.00
Housing & Facilities Director	0.00	0.00	0.00
Housing & Facilities Svcs Asst	0.00	1.00	1.00
Facilities Maintenance Supt	0.00	1.00	0.00
Facilities Maintenance Worker, Lead	1.00	1.00	0.50
Facilities Maintenance Worker II	3.00	3.00	1.50
Deputy Public Works Director	0.00	0.00	1.00
City Engineer/Streets Supt	1.00	1.00	0.00
Associate Engineer	1.00	0.00	1.00
Construction Inspector I	1.00	1.00	1.00
Engineering Aide	1.00	0.00	0.00
Streets Maint Worker Lead	1.00	1.00	1.00
Streets Maint Worker I	3.00	3.00	3.00
Mechanic II	2.00	2.00	0.00
Water Operations Manager	0.00	0.00	1.00
Water Superintendent	1.00	1.00	0.00
Water Operator Lead	1.00	1.00	1.00
Water Utility Operator I	3.00	3.00	3.00
Water Utility Operator II	1.00	1.00	1.00
Environmental Services Manager	0.00	0.00	1.00
Wastewater/Solid Waste/Fleet Supt	1.00	1.00	0.00
Wastewater Superintendent	0.00	0.00	0.00
Water Resource Inspector I	1.00	1.00	1.00
EIT/MIS Administrator	1.00	1.00	0.00
Electrical/Instrumentation Technician	1.00	1.00	1.00
Electrical/Mechanical Technician	0.00	0.00	1.00
Wastewater Maintenance Lead	1.00	1.00	1.00
Wastewater Maintenance II	2.00	2.00	2.00
Wastewater Maintenance I	1.00	1.00	1.00
Solid Waste/Fleet Supt	1.00	0.00	0.00
Solid Waste Coordinator	1.00	1.00	1.00
Solid Waste Equipment Operator II	5.00	5.00	5.00
Maintenance Worker I	1.00	1.00	1.00
Temp Solid Waste Operator PT - (1)	0.25	0.00	0.00
Admin Specialist III	1.50	1.50	2.00
Admin Specialist II	2.00	2.00	1.00
TOTAL	40.75	39.50	35.00

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

**Public Works Administration
General Fund**

MISSION

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

PRIMARY ACTIVITIES

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

MAJOR ACCOMPLISHMENTS IN 2015-2106:

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

MAJOR INITIATIVES FOR 2016-2017

- Maintain the highest service possible in light of limited budget resources.
- Continue a review of departmental operations for expenditure savings

CHANGES FROM PRIOR YEAR

- Elimination of Administrative position in the office of the Director



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

General Fund

Public Works

General Fund Overview

Direct Revenue	Actual 2014-15	Budgeted 2015-16	Proposed 2016-17	% Change
Revenues	826,587	896,335	651,456	-27%
Total Revenues	826,587	896,335	651,456	-27%
Expenditure	Actual	Budgeted	Proposed	
Description	2014-15	2015-16	2016-17	% Change
Salaries & Benefits	1,818,548	1,506,542	995,543	-34%
Operational Charges	717,470	793,751	985,727	24%
Capital Expenditures	54,885	367,400	487,000	33%
Allocated Charges	248,034	254,770	245,133	-4%
Total Expenditures	2,838,937	2,922,463	2,713,403	-7%
Net Appropriations	-2,012,350	-2,026,128	-2,061,947	2%

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

**Facilities Maintenance
General Fund**

MISSION

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

PRIMARY ACTIVITIES

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

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

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

MAJOR INITIATIVES FOR 2016-2017

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

CHANGES FROM PRIOR YEAR

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

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
Facilities Maintenance					
001-1370-613.10-01	Full Time	362,119	261,507	130,753	-50%
001-1370-613.10-03	Overtime	6,608	7,500	-	-100%
001-1370-613.10-04	Standby	8,409	8,060	4,030	-50%
001-1370-613.11-02	Cafeteria Earnings	23,897	12,142	6,071	-50%
001-1370-613.11-03	Longevity Pay	11,613	9,111	4,556	-50%
001-1370-613.11-04	Mgmt Benefit	1,200	-	-	0%
001-1370-613.11-09	Annual Leave Buyout	30,072	5,427	2,714	-50%
001-1370-613.20-01	Taxes FICA-Employer	29,843	18,839	9,420	-50%
001-1370-613.20-02	Taxes FICA-Employee	29,784	18,839	-	-100%
001-1370-613.20-03	Taxes Medicare-Employer	6,962	4,406	2,203	-50%
001-1370-613.20-04	Taxes Medicare-Employee	6,976	4,414	-	-100%
001-1370-613.21-01	PERS	104,471	80,157	40,078	-50%
001-1370-613.21-04	POB PERS Debt Svc Alloc	42,360	27,834	13,917	-50%
001-1370-613.21-05	Pers Rate Stabilization	-	-	-	0%
001-1370-613.22-01	LTD/Life Insurance	3,363	2,414	1,207	-50%
001-1370-613.23-01	City Contr Def Comp-401K	1,858	-	-	0%
001-1370-613.25-01	Medical Insurance	38,055	41,940	20,970	-50%
001-1370-613.25-02	Dental Insurance	1,065	1,065	533	-50%
001-1370-613.25-03	Vision Insurance	997	907	454	-50%
SALARY AND BENEFITS		709,652	504,562	236,906	-53%
001-1370-613.36-06	Cont Svcs-Uniform Svcs	895	1,000	-	-100%
001-1370-613.36-08	Cont Svcs-Miscellaneous	28,741	32,900	321,962	879%
001-1370-613.36-10	Alarm Monitoring	2,724	3,000	3,000	0%
001-1370-613.36-17	Janitorial Services	36,803	36,805	36,805	0%
001-1370-613.36-20	Pest Control	1,579	1,670	1,700	2%
001-1370-613.36-22	Fire Extinguisher/Supp	1,095	1,800	1,200	-33%
001-1370-613.36-23	Generator Services	2,671	4,810	2,500	-48%
001-1370-613.40-01	Utilities	-	2,500	-	-100%
001-1370-613.40-02	Cell Phones	963	900	150	-83%
001-1370-613.51-01	Conference/Travel	48	100	-	-100%
001-1370-613.52-01	Office Supplies	495	500	300	-40%
001-1370-613.53-08	Graffiti Removal	3,291	4,000	4,000	0%
001-1370-613.58-38	Bldg Maint-Marine Supply	28,106	-	-	0%
001-1370-613.61-01	Parking Machine Supplies	-	20,283	20,783	2%
001-1370-613.61-02	Building Maint Supplies	46,229	37,000	37,000	0%
001-1370-613.61-04	Clothing Expense/Reimb	1,137	800	-	-100%
001-1370-613.61-15	Safety Supplies	444	600	100	-83%
001-1370-613.62-04	Small Tools	4,434	2,500	-	-100%
001-1370-613.90-03	ISF Allocation Expenses	81,817	88,570	86,181	-3%
OPERATING EXPENSES		241,472	239,738	515,681	115%
001-1370-613.70-04	Structures/Improvements	-	132,400	72,000	-46%
CAPITAL		-	132,400	72,000	-46%

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
TOTAL EXPENDITURES		951,124	876,700	824,587	-6%

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

**Engineering
General Fund**

MISSION

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

PRIMARY ACTIVITIES

The Engineering Division:

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

MAJOR ACCOMPLISHMENTS IN 2015-2106:

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

MAJOR INITIATIVES FOR 2016-2017

- Completed assessment of streets for microsurfacing.
- Design and construct a street rehabilitation and microsurfacing project.
- Assist the Water Operations Division with their Water Distribution System Master Plan CIP implementation with specification and design review services.
- Assist Planning with meeting code requirements for new development.

CHANGES FROM PRIOR YEAR

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

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
Engineering					
001-3101-631.10-01	Full Time	232,253	161,677	164,834	2%
001-3101-631.10-03	Overtime	5,460	4,500	3,100	-31%
001-3101-631.11-02	Cafeteria Earnings	18,953	11,300	18,175	61%
001-3101-631.11-03	Longevity Pay	2,565	1,431	1,431	0%
001-3101-631.11-04	Mgmt Benefit	1,608	1,380	-	-100%
001-3101-631.11-05	Car Allowance	818	360	360	0%
001-3101-631.11-09	Annual Leave Buyout	-	9,529	4,200	-56%
001-3101-631.20-01	Taxes FICA-Employer	15,857	10,936	10,406	-5%
001-3101-631.20-02	Taxes FICA-Employee	15,001	7,808	-	-100%
001-3101-631.20-03	Taxes Medicare-Employer	4,081	3,215	2,787	-13%
001-3101-631.20-04	Taxes Medicare-Employee	3,276	1,937	-	-100%
001-3101-631.21-01	PERS	68,641	50,811	54,462	7%
001-3101-631.21-04	POB PERS Debt Svc Alloc	29,321	17,643	8,822	-50%
001-3101-631.21-05	PERS Rate Stabilization	-	-	-	0%
001-3101-631.22-01	LTD/Life Insurance	1,991	1,436	1,388	-3%
001-3101-631.23-01	City Contr Def Comp-401K	1,557	685	726	6%
001-3101-631.23-02	City Contr Def Comp-457	2,871	1,610	1,651	3%
001-3101-631.25-01	Medical Insurance	5,011	4,088	2,273	-44%
001-3101-631.25-02	Dental Insurance	1,274	658	575	-13%
001-3101-631.25-03	Vision Insurance	48	38	38	0%
SALARY AND BENEFITS		410,586	291,042	275,228	-5%
001-3101-631.36-08	Cont Svcs-Miscellaneous	24,860	50,808	23,000	-55%
001-3101-631.40-01	Utilities	5,725	5,400	5,400	0%
001-3101-631.40-02	Cell Phones	744	875	1,100	26%
001-3101-631.51-01	Conference/Travel	152	750	450	-40%
001-3101-631.52-01	Office Supplies	2,374	4,200	1,500	-64%
001-3101-631.52-02	Postage	68	600	200	-67%
001-3101-631.52-03	Printing/Publications	1,584	2,000	1,600	-20%
001-3101-631.61-11	Misc Supplies	347	450	500	11%
001-3101-631.61-15	Safety Supplies	-	350	-	-100%
001-3101-631.65-01	Dues/Memberships	468	650	700	8%
001-3101-631.65-02	Publications	827	800	600	-25%
001-3101-631.90-03	ISF Allocation Expenses	58,258	44,017	66,021	50%
OPERATING EXPENSES		95,407	110,900	101,071	-9%
TOTAL EXPENDITURES		505,993	401,942	376,299	-6%

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

**Streets
General Fund**

MISSION

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

PRIMARY ACTIVITIES

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

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

MAJOR ACCOMPLISHMENTS IN 2015-2106:

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

MAJOR INITIATIVES FOR 2016-2017

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

CHANGES FROM PRIOR YEAR

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

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
Streets					
001-3102-631.10-01	Full Time	202,536	198,088	196,435	-1%
001-3102-631.10-03	Overtime	4,596	5,800	320	-94%
001-3102-631.10-04	Standby	1,954	2,000	7,800	290%
001-3102-631.11-02	Cafeteria Earnings	16,896	16,810	16,638	-1%
001-3102-631.11-03	Longevity Pay	4,879	6,210	6,200	0%
001-3102-631.11-06	Bilingual Premium	600	598	598	0%
001-3102-631.11-09	Annual Leave Buyout	4,439	7,245	7,300	1%
001-3102-631.20-01	Taxes FICA-Employer	15,727	14,645	13,376	-9%
001-3102-631.20-02	Taxes FICA-Employee	15,604	14,532	-	-100%
001-3102-631.20-03	Taxes Medicare-Employer	3,678	3,425	3,128	-9%
001-3102-631.20-04	Taxes Medicare-Employee	3,655	3,404	-	-100%
001-3102-631.21-01	PERS	56,842	60,652	66,659	10%
001-3102-631.21-04	POB PERS Debt Svc Alloc	21,394	21,061	10,531	-50%
001-3102-631.21-05	PERS Rate Stabilization	-	-	-	0%
001-3102-631.22-01	LTD/Life Insurance	1,919	1,920	1,853	-3%
001-3102-631.25-01	Medical Insurance	24,074	26,151	25,915	-1%
001-3102-631.25-02	Dental Insurance	1,214	1,627	1,555	-4%
001-3102-631.25-03	Vision Insurance	820	813	808	-1%
SALARY AND BENEFITS		380,827	384,981	359,116	-7%
001-3102-631.36-06	Cont Svcs-Uniform Svcs	4,144	1,600	2,000	25%
001-3102-631.37-01	Misc Work Request	8,489	5,000	1,000	-80%
001-3102-631.40-01	Utilities	2,021	2,500	700	-72%
001-3102-631.40-02	Cell Phones	749	700	700	0%
001-3102-631.51-01	Conference/Travel	-	350	-	-100%
001-3102-631.61-11	Misc Supplies	4,400	5,000	5,000	0%
001-3102-631.61-15	Safety Supplies	594	600	1,000	67%
001-3102-631.62-02	Repair Parts	320	600	600	0%
001-3102-631.62-04	Small Tools	4,155	3,000	3,000	0%
001-3102-631.63-02	Hueneme Bay Medians Supp	3,600	3,600	-	-100%
001-3102-631.63-03	Street Signs	2,772	2,500	2,500	0%
001-3102-631.63-05	Traffic Control Supplies	1,190	2,600	1,200	-54%
001-3102-631.65-01	Dues/Memberships	305	300	300	0%
001-3102-631.90-03	ISF Allocation Expenses	86,785	99,155	68,945	-30%
OPERATING EXPENSES		119,524	127,505	86,945	-32%
001-3102-631.70-04	Structures/Improvements	54,885	235,000	415,000	77%
CAPITAL		54,885	235,000	415,000	77%
TOTAL EXPENDITURES		555,236	747,486	861,061	15%

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

**Fleet Maintenance
Internal Service Fund**

MISSION

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

PRIMARY ACTIVITIES

Services provided by the Fleet Division include the following:

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

MAJOR ACCOMPLISHMENTS IN 2015-2016:

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

MAJOR INITIATIVES FOR 2016-2017

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

Multi-year Initiatives

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

CHANGES FROM PRIOR YEAR

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

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

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



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

Enterprise Funds

**Public Works Enterprise
Enterprise Funds Overview**

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

Expenditure Description	Actual 2014-15	Budgeted 2015-16	Projected 2016-17	% Change
Salaries & Benefits	2,791,726	3,088,898	2,753,447	-11%
Operational Charges	6,625,980	7,317,007	7,495,205	2%
Capital Expenditures	115,066	3,304,900	2,424,700	-27%
Debt Service	214,720	517,287	317,364	-39%
Allocation Charges	2,999,466	2,768,791	2,490,485	-10%
Capital/Equipment Reserves	-	1,550,000	1,550,000	0%
Transfer Outs	200,000	200,000	200,000	0%
Total Expenditures	12,946,958	18,746,883	17,231,201	-8%

Net Appropriations	3,247,120	1,201,919	1,598,696	33%
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**CITY OF PORT HUENEME
FY 2016-17 BUDGET**

**Water Operations
Enterprise Fund**

MISSION

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

PRIMARY ACTIVITIES

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

MAJOR ACCOMPLISHMENTS IN 2015-2106:

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

MAJOR INITIATIVES FOR 2016-2017

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

Multi-year Initiatives

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

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
Water Operations Fund					
441-0000-531.12-00	Delinquent Fees	135,368	148,000	121,450	-18%
441-0000-543.31-00	COPH Services	868	407,000	-	-100%
441-0000-543.31-01	Single Unit Residential	1,445,941	1,680,250	1,425,000	-15%
441-0000-543.31-02	Multi-Unit Residential	579,290	611,510	694,400	14%
441-0000-543.31-04	Commercial/Irrigation	987,727	1,184,420	1,075,000	-9%
441-0000-543.35-00	COPH Fixed Charges	-	-	180,000	0%
441-0000-543.35-01	Fixed Single Unit Residen	2,283,276	2,333,290	2,315,000	-1%
441-0000-543.35-02	Fixed Multi-unit Resident	1,121,391	1,170,400	1,133,000	-3%
441-0000-543.35-04	Fixed Commercial/Irrigati	775,925	780,870	800,000	2%
441-0000-552.24-00	Interest	-	(25,000)	-	-100%
441-0000-584.00-00	Miscellaneous Revenues	22,720	10,000	15,000	50%
441-0000-595.50-00	Structure/Improv Reserves	-	2,179,200	910,000	-58%
TOTAL REVENUE		7,352,506	10,479,940	8,668,850	-17%
441-6151-661.10-01	Full Time	440,382	458,564	321,474	-30%
441-6151-661.10-03	Overtime	27,321	10,000	16,000	60%
441-6151-661.10-04	Standby	12,267	4,100	8,000	95%
441-6151-661.11-02	Cafeteria Earnings	20,390	18,980	21,857	15%
441-6151-661.11-03	Longevity Pay	2,915	4,607	4,600	0%
441-6151-661.11-04	Mgmt Benefit	1,164	1,620	-	-100%
441-6151-661.11-05	Car Allowance	530	840	840	0%
441-6151-661.11-06	Bilingual Premium	775	538	837	56%
441-6151-661.11-09	Annual Leave Buyout	6,402	16,175	12,000	-26%
441-6151-661.11-10	Compensatory Leave Buyout	1,116	-	-	0%
441-6151-661.20-01	Taxes FICA-Employer	32,475	29,569	22,904	-23%
441-6151-661.20-02	Taxes FICA-Employee	19,460	19,368	-	-100%
441-6151-661.20-03	Taxes Medicare-Employer	7,635	7,808	5,748	-26%
441-6151-661.20-04	Taxes Medicare-Employee	4,216	4,232	-	-100%
441-6151-661.21-01	PERS	118,434	135,288	137,360	2%
441-6151-661.21-04	POB PERS Debt Svc Alloc	47,049	46,977	23,400	-50%
441-6151-661.21-05	PERS Rate Stabilization	-	-	-	0%
441-6151-661.22-01	LTD/Life Insurance	3,959	3,970	3,217	-19%
441-6151-661.23-01	City Contr Def Comp-401K	2,774	2,998	3,094	3%
441-6151-661.23-02	City Contr Def Comp-457	-	805	825	2%
441-6151-661.25-01	Medical Insurance	57,601	57,647	32,501	-44%
441-6151-661.25-02	Dental Insurance	3,361	4,539	3,127	-31%
441-6151-661.25-03	Vision Insurance	1,107	1,058	723	-32%
441-6151-661.28-01	Incr/Decr Annual Lv Value	2,592	-	-	0%
SALARIES AND BENEFITS		813,925	829,683	618,507	-25%
441-6151-661.36-08	Cont Svcs-Miscellaneous	126,299	353,400	272,350	-23%
441-6151-661.40-01	Utilities	17,204	21,000	18,500	-12%
441-6151-661.40-02	Cell Phones	1,056	4,670	1,920	-59%
441-6151-661.51-01	Conference/Travel	2,362	6,000	6,000	0%
441-6151-661.52-01	Office Supplies	3,183	3,100	3,100	0%

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
441-6151-661.52-03	Printing/Publications	1,904	3,000	6,000	100%
441-6151-661.58-02	Bad Debt Expense	189	-	-	0%
441-6151-661.58-05	Interest Expense	748,414	748,414	712,094	-5%
441-6151-661.58-07	Principal Expense	-	346,092	382,412	10%
441-6151-661.58-26	Depreciation Expense	258,811	-	-	0%
441-6151-661.58-27	Amortization Expense	193,222	-	-	0%
441-6151-661.61-07	General System Maint	18,531	98,000	56,000	-43%
441-6151-661.61-15	Safety Supplies	307	900	900	0%
441-6151-661.62-07	Irrigation Maint Repair	14,729	-	1,000	0%
441-6151-661.65-01	Dues/Memberships	10,704	11,150	11,150	0%
441-6151-661.66-01	Water Analysis	18,604	20,000	20,000	0%
441-6151-661.66-02	Water PHWA Fixed Charges	833,980	1,149,000	1,887,820	64%
441-6151-661.66-03	Water PHWA Variable Chrgs	1,413,588	1,683,000	1,500,239	-11%
441-6151-661.66-04	Water Meters	425	130,000	10,000	-92%
441-6151-661.67-06	Reserve Expense	-	750,000	750,000	0%
441-6151-661.68-01	WATER CONSERVATION	5,735	12,000	6,000	-50%
441-6151-661.90-01	Cost Allocation	946,820	936,900	936,900	0%
441-6151-661.90-03	ISF Allocation Expenses	60,455	62,341	83,138	33%
OPERATING EXPENSES		4,676,522	6,338,967	6,665,523	5%
441-6151-661.70-03	Office Equipment	2,399	1,100	3,100	182%
441-6151-661.70-04	Structures/Improvements	48,359	2,179,200	910,000	-58%
441-6151-661.70-05	Vehicles	-	67,500	35,000	-48%
CAPITAL		50,758	2,247,800	948,100	-58%
TOTAL EXPENDITURES		5,541,205	9,416,450	8,232,130	-13%
REVENUE/(LOSS)		1,811,301	1,063,490	436,720	-59%

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

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

CITY OF PORT HUENEME
FY 2016-17 BUDGET

<u>ACCOUNT NUMBER</u>	<u>ACCOUNT DESCRIPTION</u>	<u>ACTUALS</u> <u>FY 14/15</u>	<u>FY 15/16</u>	<u>PROPOSED</u> <u>FY 16/17</u>	<u>% CHANGE</u>
REVENUE/(LOSS)		38	-	19,708	0%

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

**Wastewater Operations
Enterprise Fund**

MISSION

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

PRIMARY ACTIVITIES

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

MAJOR ACCOMPLISHMENTS IN 2015-2106:

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

MAJOR INITIATIVES FOR 2016-2017

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

Multi-year Initiatives

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

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
Wastewater Operations Fd					
444-0000-531.12-00	Delinquent Fees	44,812	40,000	40,000	0%
444-0000-543.31-00	COPH Services	3,555,803	3,460,400	3,460,400	0%
444-0000-543.34-00	Navy Commercial Contract	29,508	30,000	-	-100%
444-0000-543.37-00	CIBCSO Services	157,219	100,000	50,000	-50%
444-0000-543.38-00	Connection Fees	3,000	3,000	3,000	0%
444-0000-543.60-02	Hideaways	3,090	3,000	3,200	7%
444-0000-552.20-10	Refuse PN#06-02	13,213	4,737	-	-100%
444-0000-552.21-00	Investments	1	-	-	0%
444-0000-552.24-00	Interest	-	(50,000)	12,000	-124%
444-0000-584.00-00	Miscellaneous Revenues	86	-	-	0%
444-0000-591.13-00	Stormwater Program	42,665	40,000	40,000	0%
444-0000-595.50-00	Structure/Improv Reserves	-	386,200	803,000	108%
TOTAL REVENUE		3,849,397	4,017,337	4,411,600	10%
444-6153-661.10-01	Full Time	438,370	479,794	479,794	0%
444-6153-661.10-03	Overtime	15,765	12,000	15,550	30%
444-6153-661.10-04	Standby	10,616	10,080	10,080	0%
444-6153-661.11-02	Cafeteria Earnings	31,350	33,614	33,614	0%
444-6153-661.11-03	Longevity Pay	11,122	11,732	11,732	0%
444-6153-661.11-04	Mgmt Benefit	780	1,116	-	-100%
444-6153-661.11-05	Car Allowance	530	600	600	0%
444-6153-661.11-09	Annual Leave Buyout	9,053	18,359	18,359	0%
444-6153-661.11-10	Compensatory Leave Buyout	118	-	-	0%
444-6153-661.20-01	Taxes FICA-Employer	32,447	34,335	34,335	0%
444-6153-661.20-02	Taxes FICA-Employee	29,193	30,733	-	-100%
444-6153-661.20-03	Taxes Medicare-Employer	7,635	8,499	8,499	0%
444-6153-661.20-04	Taxes Medicare-Employee	6,496	6,867	-	-100%
444-6153-661.21-01	PERS	119,507	147,772	154,400	4%
444-6153-661.21-04	POB PERS Debt Svc Alloc	47,139	51,312	25,656	-50%
444-6153-661.21-05	PERS Rate Stabilization	-	-	-	0%
444-6153-661.22-01	LTD/Life Insurance	3,879	4,276	4,276	0%
444-6153-661.23-01	City Contr Def Comp-401K	2,240	2,346	2,346	0%
444-6153-661.23-02	City Contr Def Comp-457	-	-	825	0%
444-6153-661.25-01	Medical Insurance	36,403	40,810	40,810	0%
444-6153-661.25-02	Dental Insurance	1,212	1,138	1,138	0%
444-6153-661.25-03	Vision Insurance	607	616	616	0%
444-6153-661.28-01	Incr/Decr Annual Lv Value	(8,209)	-	-	0%
SALARIES AND BENEFITS		796,253	895,999	842,630	-6%
444-6153-661.35-04	Cont Svcs-Oxn WW Plant	946,515	946,000	946,000	0%
444-6153-661.36-08	Cont Svcs-Miscellaneous	33,899	85,161	51,650	-39%
444-6153-661.40-01	Utilities	18,602	22,000	22,950	4%
444-6153-661.40-02	Cell Phones	1,571	1,500	1,200	-20%
444-6153-661.51-01	Conference/Travel	6,334	7,250	3,500	-52%
444-6153-661.52-01	Office Supplies	2,458	2,700	2,700	0%

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
444-6153-661.58-26	Depreciation Expense	296,861	-	-	0%
444-6153-661.61-07	General System Maint	48,031	75,000	75,000	0%
444-6153-661.61-15	Safety Supplies	2,243	4,000	4,000	0%
444-6153-661.65-01	Dues/Memberships	2,367	3,610	2,510	-30%
444-6153-661.67-06	Reserve Expense	-	450,000	450,000	0%
444-6153-661.90-01	Cost Allocation	691,501	453,600	453,600	0%
444-6153-661.90-03	ISF Allocation Expenses	103,532	133,736	114,035	-15%
OPERATING EXPENSES		2,153,914	2,184,557	2,127,145	-3%
444-6153-661.70-02	Equipment	2,413	44,100	12,500	-72%
444-6153-661.70-03	Office Equipment	1,200	700	3,600	414%
444-6153-661.70-04	Structures/Improvements	3,454	386,200	367,000	-5%
444-6153-661.70-05	Vehicles	-	23,000	436,000	1796%
CAPITAL		7,067	454,000	819,100	80%
444-6153-661.80-04	Fiscal Agent Fees	2,737	5,153	2,800	-46%
444-6153-661.80-45	Bond Principal Payments	-	120,000	125,000	4%
444-6153-661.80-46	Bond Interest Payments	196,664	194,400	189,564	-2%
DEBT SERVICE		199,401	319,553	317,364	-1%
TOTAL EXPENDITURES		3,156,635	3,854,109	4,106,239	7%
REVENUE/(LOSS)		692,762	163,228	305,361	87%

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

**Solid Waste Operations
Enterprise Fund**

MISSION

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

PRIMARY ACTIVITIES

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

MAJOR ACCOMPLISHMENTS IN 2015-2106:

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

MAJOR INITIATIVES FOR 2016-2017

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

Multi-year Initiatives

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

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
Solid Waste Operations Fd					
447-0000-531.12-00	Delinquent Fees	39,680	30,000	30,000	0%
447-0000-543.31-00	COPH Services	1,535,452	1,408,000	1,408,000	0%
447-0000-543.31-10	Rental Bin Pull/Dump	38,341	30,000	30,000	0%
447-0000-543.31-11	Rental Bin Tonage	61,259	80,000	80,000	0%
447-0000-543.34-00	Navy Commercial Contract	970,789	936,000	936,000	0%
447-0000-543.36-00	COPH Commercial Revenue	1,125,956	1,140,000	1,200,000	5%
447-0000-543.45-00	Navy Residential Contract	230,444	230,000	235,000	2%
447-0000-552.24-00	Interest	-	(50,000)	50,000	-200%
447-0000-562.27-20	Beverage Containers	-	2,500	2,500	0%
447-0000-562.30-00	Curbside Recycle Rev	330	42,000	42,000	0%
447-0000-584.00-00	Miscellaneous Revenues	50,362	25,000	25,000	0%
447-0000-595.40-00	Vehicle Reserves	-	326,400	522,500	60%
TOTAL REVENUE		4,052,613	4,199,900	4,561,000	9%
447-6150-661.10-01	Full Time	454,459	471,880	471,880	0%
447-6150-661.10-03	Overtime	49,399	40,000	40,000	0%
447-6150-661.11-02	Cafeteria Earnings	23,092	22,510	22,510	0%
447-6150-661.11-03	Longevity Pay	7,718	10,759	10,759	0%
447-6150-661.11-04	Mgmt Benefit	768	804	-	-100%
447-6150-661.11-05	Car Allowance	530	600	600	0%
447-6150-661.11-06	Bilingual Premium	1,199	1,196	1,196	0%
447-6150-661.11-09	Annual Leave Buyout	24,297	28,361	28,361	0%
447-6150-661.11-10	Compensatory Leave Buyout	4,934	-	2,500	0%
447-6150-661.20-01	Taxes FICA-Employer	36,635	32,611	32,611	0%
447-6150-661.20-02	Taxes FICA-Employee	34,836	30,984	-	-100%
447-6150-661.20-03	Taxes Medicare-Employer	8,615	8,092	8,092	0%
447-6150-661.20-04	Taxes Medicare-Employee	7,818	6,923	-	-100%
447-6150-661.21-01	PERS	131,305	145,150	145,150	0%
447-6150-661.21-04	POB PERS Debt Svc Alloc	49,864	50,401	25,201	-50%
447-6150-661.21-05	PERS Rate Stabilization	-	-	-	0%
447-6150-661.22-01	LTD/Life Insurance	4,176	4,414	4,414	0%
447-6150-661.23-01	City Contr Def Comp-401K	2,167	2,318	2,610	13%
447-6150-661.25-01	Medical Insurance	65,452	79,735	79,735	0%
447-6150-661.25-02	Dental Insurance	2,302	2,754	2,754	0%
447-6150-661.25-03	Vision Insurance	934	1,038	1,038	0%
447-6150-661.28-01	Incr/Decr Annual Lv Value	12,822	-	-	0%
SALARIES AND BENEFITS		923,322	940,530	879,411	-6%
447-6150-661.35-02	Cont Svcs-St Sweeping	101,922	104,000	105,000	1%
447-6150-661.35-03	Cont Svcs-Oxnard SW Dump	858,849	820,000	820,000	0%
447-6150-661.36-08	Cont Svcs-Miscellaneous	36,772	80,500	60,500	-25%
447-6150-661.40-01	Utilities	4,889	5,000	11,650	133%
447-6150-661.40-02	Cell Phones	1,699	1,600	1,600	0%
447-6150-661.50-07	Unemployment Insurance	1,208	-	-	0%
447-6150-661.51-01	Conference/Travel	429	4,200	3,000	-29%

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
447-6150-661.52-01	Office Supplies	2,836	4,000	2,500	-38%
447-6150-661.58-26	Depreciation Expense	126,293	-	-	0%
447-6150-661.59-01	Refuse Grant Expense	3,505	2,600	2,600	0%
447-6150-661.61-04	Clothing Expense/Reimb	397	500	500	0%
447-6150-661.61-07	General System Maint	14,599	15,550	20,000	29%
447-6150-661.61-15	Safety Supplies	2,777	1,300	1,300	0%
447-6150-661.65-01	Dues/Memberships	230	250	250	0%
447-6150-661.67-06	Reserve Expense	-	350,000	350,000	0%
447-6150-661.90-01	Cost Allocation	501,412	487,100	487,100	0%
447-6150-661.90-03	ISF Allocation Expenses	455,895	406,735	121,182	-70%
447-6150-661.90-10	Infrastructure Fee	200,000	200,000	200,000	0%
OPERATING EXPENSES		2,313,712	2,483,335	2,187,182	-12%
447-6150-661.70-02	Equipment	53,787	56,400	135,000	139%
447-6150-661.70-04	Structures/Improvements	3,454	19,200	-	-100%
447-6150-661.70-05	Vehicles	-	527,500	522,500	-1%
CAPITAL		57,241	603,100	657,500	9%
447-6150-661.80-02	Note Interest Expense	13,213	4,737	-	-100%
447-6150-661.80-03	Note Principal Expense	-	192,997	-	-100%
447-6150-661.80-21	Capital Lease Interest	2,106	-	-	0%
DEBT SERVICE		15,319	197,734	-	-100%
TOTAL EXPENDITURES		3,309,594	4,224,699	3,724,093	-12%
REVENUE/(LOSS)		743,019	(24,799)	836,907	-3475%



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

Special Revenue Funds

Account Summary

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

Expenditure Description	Actual 2014-15	Budgeted 2015-16	Proposed 2016-17	% Change
Salaries & Benefits	-	-	-	0%
Operational Charges	375,616	785,302	910,908	16%
Cost Allocation Charges	356,393	402,500	435,400	8%
Capital Expenditures	787,825	712,000	755,053	6%
Transfer Out - WW Operations	42,665	40,000	40,000	0%
Total Expenditures	1,562,499	1,939,802	2,141,361	10%

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

None

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

**Stormwater Operations
General Fund**

MISSION

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

PRIMARY ACTIVITIES

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

MAJOR ACCOMPLISHMENTS IN 2015-2106:

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

MAJOR INITIATIVES FOR 2016-2017

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

Multi-year Initiatives

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

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

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

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

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

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

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

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

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

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

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

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

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



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

Housing Authority

Housing Authority
Department Overview

Source of Funds	Actual 2014-15	Budgeted 2015-16	Proposed 2016-17	% Change
Revenues	3,592,973	3,739,365	3,767,567	1%
Total Revenues	3,592,973	3,739,365	3,767,567	1%

Expenditure Description	Actual 2014-15	Budgeted 2015-16	Proposed 2016-17	% Change
Salaries & Benefits	518,842	602,279	477,367	-21%
Operational Charges	3,256,429	2,956,339	2,945,202	0%
Allocation Charges	33,927	200,582	206,604	3%
Capital Expenditures	2,845	67,709	62,622	-8%
Total Expenditures	3,812,043	3,826,909	3,691,795	-4%

Net Appropriations	-219,070	-87,544	75,772	-187%
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Authorized Positions:

City Manager	0.05	0.05	0.05	0.00
Comm Dev Director	0.00	0.00	0.00	0.00
Deputy Comm Dev & Housing Dir	0.90	0.90	0.90	1.00
Housing Programs Manager Lead	0.90	0.90	0.90	1.00
Housing Cust Svc Assistant	0.94	0.94	0.94	1.00
Clerical Aide	0.90	0.90	0.90	1.00
Housing Maint Worker I	0.00	0.00	0.00	1.00
Housing Maint Worker I PT - (1)	0.00	0.50	0.50	0.00
Total	3.69	4.19	4.19	5.00

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
Conventional Housing					
912-0000-531.14-00	Late Rent Fees	845	500	1,000	100%
912-0000-551.12-00	H/A Rental Income	382,932	372,000	419,500	13%
912-0000-551.61-00	AT&T Cell Site	34,601	35,900	38,142	6%
912-0000-551.62-00	Verizon Cell Site	26,028	26,900	28,669	7%
912-0000-551.63-00	Sprint Cell Site	28,337	28,300	29,432	4%
912-0000-551.66-00	T-Mobile Cell Site	-	-	30,900	0%
912-0000-552.21-00	Investments	654	200	500	150%
912-0000-561.16-12	Operating Subsidy	-	-	196,000	0%
912-0000-584.00-00	Miscellaneous Revenues	3,616	3,500	2,500	-29%
912-0000-584.06-00	Management Fee Revenue	-	29,400	-	-100%
912-0000-589.00-00	Tenant Misc Revenue	1,695	200	1,500	650%
912-0000-591.56-00	Modernization Grants	-	41,400	-	-100%
TOTAL REVENUE		478,708	538,300	748,143	39%
912-9101-891.10-01	Full Time	130,472	94,628	154,715	63%
912-9101-891.10-02	Part Time	31,144	1,200	-	-100%
912-9101-891.10-03	Overtime	1,335	-	600	0%
912-9101-891.10-04	Standby	4,863	-	7,788	0%
912-9101-891.11-02	Cafeteria Earnings	8,482	4,386	13,259	202%
912-9101-891.11-03	Longevity Pay	964	334	773	131%
912-9101-891.11-04	Mgmt Benefit	853	660	-	-100%
912-9101-891.11-05	Car Allowance	1,169	1,350	1,200	-11%
912-9101-891.11-06	Bilingual Premium	765	299	1,405	370%
912-9101-891.11-09	Annual Leave Buyout	6,352	3,941	7,000	78%
912-9101-891.11-10	Compensatory Leave Buyout	38	-	-	0%
912-9101-891.20-01	Taxes FICA-Employer	10,899	5,856	10,225	75%
912-9101-891.20-02	Taxes FICA-Employee	7,801	5,022	-	-100%
912-9101-891.20-03	Taxes Medicare-Employer	2,743	1,762	2,436	38%
912-9101-891.20-04	Taxes Medicare-Employee	1,997	1,424	-	-100%
912-9101-891.21-01	PERS	38,515	28,239	23,726	-16%
912-9101-891.21-04	POB PERS Debt Svc Alloc	14,288	9,806	15,310	56%
912-9101-891.21-05	PERS Rate Stabilization	-	-	-	0%
912-9101-891.22-01	LTD/Life Insurance	1,158	921	1,220	32%
912-9101-891.23-01	City Contr Def Comp-401K	1,652	1,937	307	-84%
912-9101-891.23-02	City Contr Def Comp-457	179	196	737	276%
912-9101-891.25-01	Medical Insurance	9,320	5,509	10,710	94%
912-9101-891.25-02	Dental Insurance	434	367	1,981	440%
912-9101-891.25-03	Vision Insurance	186	90	164	82%
912-9101-891.28-01	Incr/Decr Annual Lv Value	2,709	-	-	0%
SALARIES AND BENEFITS		278,318	167,927	253,556	51%
912-9101-891.36-02	Cont Svcs-Outside Auditor	-	-	8,486	0%
912-9101-891.36-08	Cont Svcs-Miscellaneous	-	18,800	10,000	-47%
912-9101-891.36-10	Alarm Services	-	-	1,128	0%
912-9101-891.36-16	Cont Svcs-Elevator	-	-	7,600	0%

CITY OF PORT HUENEME
FY 2016-17 BUDGET

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS FY 14/15	FY 15/16	PROPOSED FY 16/17	% CHANGE
	TOTAL EXPENDITURES	3,020,687	2,988,517	2,989,099	0%
	REVENUE/(LOSS)	(157,539)	(121,923)	(38,599)	-68%

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
Public Housing Federal Fd					
913-0000-561.16-12	Operating Subsidy	200,470	214,400	-	-100%
TOTAL REVENUE		200,470	214,400	-	-100%
913-9102-891.10-01	Full Time	-	91,393	-	-100%
913-9102-891.11-02	Cafeteria Earnings	-	10,075	-	-100%
913-9102-891.11-03	Longevity Pay	-	562	-	-100%
913-9102-891.11-06	Bilingual Premium	-	1,106	-	-100%
913-9102-891.20-01	Taxes FICA-Employer	-	6,433	-	-100%
913-9102-891.20-02	Taxes FICA-Employee	-	3,464	-	-100%
913-9102-891.20-03	Taxes Medicare-Employer	-	1,505	-	-100%
913-9102-891.20-04	Taxes Medicare-Employee	-	812	-	-100%
913-9102-891.21-01	PERS	-	21,784	-	-100%
913-9102-891.21-04	POB PERS Debt Svc Alloc	-	7,564	-	-100%
913-9102-891.22-01	LTD/Life Insurance	-	1,139	-	-100%
913-9102-891.25-01	Medical Insurance	-	5,242	-	-100%
913-9102-891.25-02	Dental Insurance	-	158	-	-100%
913-9102-891.25-03	Vision Insurance	-	119	-	-100%
SALARIES AND BENEFITS		-	151,356	-	-100%
913-9102-891.36-02	Cont Svcs-Outside Auditor	4,000	8,486	-	-100%
913-9102-891.36-08	Cont Svcs-Miscellaneous	1,329	2,000	-	-100%
913-9102-891.36-16	Cont Svcs-Elevator	10,508	8,000	-	-100%
913-9102-891.36-17	Cont Svcs-Janitorial	9,099	10,000	-	-100%
913-9102-891.36-18	Pest Control	5,661	8,600	-	-100%
913-9102-891.36-19	Plumbing	6,786	2,400	-	-100%
913-9102-891.36-20	Landscape	9,030	9,000	-	-100%
913-9102-891.36-21	Unit Turnover	10,349	10,200	-	-100%
913-9102-891.50-03	Fire Insurance	3,392	3,400	-	-100%
913-9102-891.52-01	Office Supplies	3,174	2,500	-	-100%
913-9102-891.52-02	Postage	796	200	-	-100%
913-9102-891.61-05	Fac Maint Materials	9,020	10,000	-	-100%
913-9102-891.65-02	Publications	201	300	-	-100%
913-9102-891.68-07	Other Sundry Expenses	162	150	-	-100%
913-9102-891.68-15	Cost Allocation Expense	-	89,050	-	-100%
913-9102-891.90-03	ISF Allocation Expenses	25,172	13,241	-	-100%
OPERATING EXPENSES		98,679	177,527	-	-100%
TOTAL EXPENDITURES		98,679	328,883	-	-100%
REVENUE/(LOSS)		101,791	(114,483)	-	-100%

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
Section 8 Vouchers					
915-0000-552.21-00	Investments	397	250	500	100%
915-0000-561.16-14	Administration Fee	281,561	272,700	309,000	13%
915-0000-561.16-15	HAP's Revenue	2,453,081	2,593,144	2,640,000	2%
915-0000-584.05-00	Port In Revenues	127,113	-	-	0%
915-0000-585.00-00	Tenant Fraud Recoveries	996	500	1,000	100%
TOTAL REVENUE		2,863,148	2,866,594	2,950,500	3%
915-9103-891.10-01	Full Time	130,471	159,516	128,077	-20%
915-9103-891.10-03	Overtime	104	-	800	0%
915-9103-891.10-04	Standby	2,720	-	2,400	0%
915-9103-891.11-02	Cafeteria Earnings	8,482	12,113	10,260	-15%
915-9103-891.11-03	Longevity Pay	964	756	632	-16%
915-9103-891.11-04	Mgmt Benefit	853	660	-	-100%
915-9103-891.11-05	Car Allowance	1,169	1,350	420	-69%
915-9103-891.11-06	Bilingual Premium	765	987	987	0%
915-9103-891.11-09	Annual Leave Buyout	6,352	4,097	4,000	-2%
915-9103-891.11-10	Compensatory Leave Buyout	38	-	-	0%
915-9103-891.20-01	Taxes FICA-Employer	8,961	10,596	8,492	-20%
915-9103-891.20-02	Taxes FICA-Employee	7,801	9,536	-	-100%
915-9103-891.20-03	Taxes Medicare-Employer	2,289	2,870	2,031	-29%
915-9103-891.20-04	Taxes Medicare-Employee	1,997	2,482	-	-100%
915-9103-891.21-01	PERS	37,633	48,489	44,100	-9%
915-9103-891.21-04	POB PERS Debt Svc Alloc	14,288	16,837	8,399	-50%
915-9103-891.21-05	PERS Rate Stabilization	-	-	-	0%
915-9103-891.22-01	LTD/Life Insurance	1,157	1,413	977	-31%
915-9103-891.23-01	City Contr Def Comp-401K	1,652	1,937	307	-84%
915-9103-891.23-02	City Contr Def Comp-457	179	196	737	276%
915-9103-891.25-01	Medical Insurance	9,320	8,421	8,693	3%
915-9103-891.25-02	Dental Insurance	434	531	2,336	340%
915-9103-891.25-03	Vision Insurance	186	209	163	-22%
915-9103-891.28-01	Incr/Decr Annual Lv Value	2,709	-	-	0%
SALARIES AND BENEFITS		240,524	282,996	223,811	-21%
915-9103-891.36-02	Cont Svcs-Outside Auditor	4,985	7,986	7,986	0%
915-9103-891.36-08	Cont Svcs-Miscellaneous	4,121	-	7,000	0%
915-9103-891.40-03	Telephone	-	500	500	0%
915-9103-891.52-01	Office Supplies	1,295	500	2,500	400%
915-9103-891.52-02	Postage	608	100	2,000	1900%
915-9103-891.68-05	Housing Assistance Pmt	2,630,821	2,593,144	2,640,000	2%
915-9103-891.68-15	Cost Allocation Expense	-	89,050	89,050	0%
915-9103-891.68-16	Admin Fees	-	-	2,000	0%
915-9103-891.69-02	Outs - Admin Fee	2,465	5,000	-	-100%
915-9103-891.69-03	Ins - HAP's	127,113	-	-	0%
915-9103-891.90-03	ISF Allocation Expenses	8,755	9,241	14,252	54%
OPERATING EXPENSES		2,780,163	2,705,521	2,765,288	2%

CITY OF PORT HUENEME
FY 2016-17 BUDGET

<u>ACCOUNT NUMBER</u>	<u>ACCOUNT DESCRIPTION</u>	<u>ACTUALS</u> <u>FY 14/15</u>	<u>FY 15/16</u>	<u>PROPOSED</u> <u>FY 16/17</u>	<u>% CHANGE</u>
TOTAL EXPENDITURES		3,020,687	2,988,517	2,989,099	0%
REVENUE/(LOSS)		(157,539)	(121,923)	(38,599)	-68%

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
Mod Grants Housing					
916-0000-561.16-35	Mod Grant #501-13	33,813	41,806	40,522	-3%
916-0000-561.16-36	Mod Grant #501-14	16,834	78,265	28,402	-64%
TOTAL REVENUE		50,647	120,071	68,924	-43%
916-9214-892.36-02	Outside Auditor	845	155	155	0%
916-9214-892.68-15	Management Improvement	10,125	-	-	0%
916-9214-892.68-17	Fees and Costs	1,798	1,202	1,202	0%
916-9214-892.68-19	Administration	5,000	126	126	0%
916-9215-892.36-02	Outside Auditor	-	1,000	-	-100%
916-9215-892.68-15	Management Improvement	13,544	3,479	158	-95%
916-9215-892.68-19	Administration	-	5,000	4,661	-7%
916-9215-892.90-40	Operations	-	41,400	-	-100%
OPERATING EXPENSES		31,312	52,362	6,302	-88%
916-9214-892.70-02	Equipment	45	40,323	39,039	-3%
916-9215-892.70-02	Equipment	-	17,000	14,847	-13%
916-9215-892.70-07	Site Improvement	-	4,510	2,860	-37%
916-9215-892.70-09	Non-Dwelling Structure	2,800	5,876	5,876	0%
CAPITAL		2,845	67,709	62,622	-8%
TOTAL EXPENDITURES		34,157	120,071	68,924	-43%
REVENUE/(LOSS)		16,490	-	-	0%



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

RSA Redevelopment Successor Agency
Account Overview

Source of Funds	Actual 2014-15	Budgeted 2015-16	Proposed 2016-17	& Change
Revenues	2,760,672	2,908,472	3,201,979	10%
Total Revenues	2,760,672	2,908,472	3,201,979	10%

Expenditure Description	Actual 2014-15	Budgeted 2015-16	Proposed 2016-17	& Change
Salaries & Benefits	215,440	187,052	156,200	-16%
Operational Charges	87,823	134,114	33,350	-75%
Allocation Charges	61,532	58,041	60,450	4%
Capital Expenditures	26,284	649,000	649,000	0%
Debt Service	921,474	2,450,858	2,302,979	-6%
Total Expenditures	1,312,553	3,479,065	3,201,979	-8%

Net Appropriations	1,448,119	(570,593)	-	-100%
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Authorized Positions:

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

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

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

CITY OF PORT HUENEME
FY 2016-17 BUDGET

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
Rda Obligation Retirement					
882-0000-511.22-00	ROPS Revenue	2,719,411	2,834,972	2,552,979	-10%
882-0000-552.21-00	Investments	1,285	1,200	-	-100%
882-0000-552.22-00	Fiscal Agent Interest	38,540	71,000	-	-100%
TOTAL REVENUE		2,759,236	2,907,172	2,552,979	-12%
882-8600-887.10-01	Full Time	117,402	103,588	98,904	-5%
882-8600-887.11-02	Cafeteria Earnings	4,380	8,380	2,259	-73%
882-8600-887.11-03	Longevity Pay	1,408	1,413	1,400	-1%
882-8600-887.11-04	Mgmt Benefit	1,840	1,200	-	-100%
882-8600-887.11-05	Auto Allowance	1,144	1,200	960	-20%
882-8600-887.11-09	Annual Leave Buyout	10,819	1,500	2,600	73%
882-8600-887.20-01	Taxes FICA-Employer	7,091	7,347	5,822	-21%
882-8600-887.20-02	Taxes FICA-Employee	6,530	7,956	-	-100%
882-8600-887.20-03	Taxes Medicare-Employer	2,042	2,228	1,510	-32%
882-8600-887.20-04	Taxes Medicare-Employee	1,818	2,196	-	-100%
882-8600-887.21-01	PERS	35,752	33,581	23,834	-29%
882-8600-887.21-04	POB PERS Debt Svc Alloc	13,747	11,661	7,757	-33%
882-8600-887.21-05	PERS Rate Stabilization	-	-	-	0%
882-8600-887.22-01	LTD/Life Insurance	1,003	978	365	-63%
882-8600-887.23-01	City Contr Def Comp-401K	1,780	2,904	613	-79%
882-8600-887.23-02	City Contr Def Comp-457	1,596	-	1,308	0%
882-8600-887.25-01	Medical Insurance	6,474	-	8,160	0%
882-8600-887.25-02	Dental Insurance	514	920	708	-23%
882-8600-887.25-03	Vision Insurance	100	-	-	0%
SALARIES AND BENEFITS		215,440	187,052	156,200	-16%
882-8600-887.36-02	Cont Svcs-Outside Auditor	1,000	3,000	-	-100%
882-8600-887.36-08	Cont Svcs-Miscellaneous	49,906	70,000	33,350	-52%
882-8600-887.41-00	Repairs/Maintenance	2,053	28,000	-	-100%
882-8600-887.42-07	Oversight Board Expenses	250	-	-	0%
882-8600-887.51-01	Conference/Travel	1,000	-	-	0%
882-8600-887.52-01	Office Supplies	500	-	-	0%
882-8600-887.90-01	Cost Allocation	57,574	54,007	54,007	0%
882-8600-887.90-03	ISF Allocation Expenses	3,958	4,034	6,443	60%
882-8600-887.90-40	ERAF Repayment	33,114	33,114	-	-100%
OPERATING EXPENSES		149,355	192,155	93,800	-51%
882-8600-887.70-02	Equipment	2,000	-	-	0%
CAPITAL		2,000	-	-	0%
882-8600-887.80-02	Note Interest Expense	583,104	535,074	480,998	-10%
882-8600-887.80-03	Note Principal Expense	-	1,255,000	1,310,000	4%
882-8600-887.80-04	Fiscal Agent Fees	5,587	10,000	10,000	0%
882-8600-887.80-14	NCEL PN#1 Interest	332,783	-	-	0%
882-8600-887.80-15	NCEL PN#1 Principal	-	650,784	501,981	-23%

CITY OF PORT HUENEME
FY 2016-17 BUDGET

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS FY 14/15	FY 15/16	PROPOSED FY 16/17	% CHANGE
	DEBT SERVICE	921,474	2,450,858	2,302,979	-6%
	TOTAL EXPENDITURES	1,288,269	2,830,065	2,552,979	-10%
	REVENUE/(LOSS)	1,470,967	77,107	-	-100%



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

**Housing Successor Fund
714-8702**

**Housing Successor Fund
Account Overview**

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

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

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

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

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

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

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

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



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

SPA Fund 713-8113

**Surplus Property Authority
Account Overview**

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

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

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

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

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

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

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

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

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

DRAFT 5-18-16

City of Port Hueneme - Capital Improvement Program 2017-2021

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

DRAFT 5-18-16

City of Port Hueneme - Capital Improvement Program 2017-2021

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

DRAFT 5-18-16

City of Port Hueneme - Capital Improvement Program 2017-2021

PROJECT TITLE / DESCRIPTION	SOURCE OF FUNDS	2016-17	2017-18	2018-19	2019-20	2020-21	FUNDING TO COMPLETE
*A, B, or C: Use RDA Bond Proceeds if in project area. When exhausted, use SPA funding if available. When exhausted, use General Fund.							



City of Port Hueneme

COUNCIL AGENDA STAFF REPORT

TO: City Council
FROM: John Baker, Interim City Manager
SUBJECT: Discretionary Funds for FY 2016-2017
DATE: May 25, 2016

RECOMMENDATION:

It is recommended the City Council review the available General Funds for FY 2016-2017 and determine if it wishes to include any as reductions in the proposed budget.

BACKGROUND/ANALYSIS

During the discussions leading up to the development of the FY 2016-17 General Fund budget, the City Council expressed a desire to see what additional discretionary programs might be included in the budget as reductions. The Council could decide to add to the proposed budget any of the expenditures contained the attached list. The Council could also decide to replace proposed reductions with items from the list. Note that the listing also includes reductions approved by the City Council at its March 21, 2016 budget update.

All decisions by the City Council will be included in the final budget presented approval.

FISCAL IMPACT

The recommended action will have an undetermined fiscal impact on the General Fund until the City Council makes its final decision.

Attachment:

- 1.) Listing by department of discretionary programs/ expenditures

City Manager	Total Operating Budget	\$	263,330.00
Cell Phone	001-1113-611.40-02	\$	1,530.00
Conference/Travel	001-1113-611.51-01	\$	2,500.00
Community Promotions	001-1113-611.53-02	\$	2500 already approved for elimination \$1000 already approved for elimination
Dues/Memberships	001-1113-611.65-01	\$	1,800.00
			ICMA/CCMF
	Discretionary Funds:	\$	5,830.00

Personnel/City Clerk	Total Operating Budget	\$	85,850.00
Conference Travel	001-1115-611.51-07	\$	5,850.00
Misc Expenditures	001-1115-611.58-12	\$	2,000.00
Employee Recognition	001-1115-611.58-19	\$	5,500.00
Misc Supplies	001-1115-611.61-11	\$	2,500.00
Dues/Memberships	001-1115-611.65-01	\$	1,400.00
Publications	001-1115-611.65-02	\$	175.00
	Discretionary Funds:	\$	17,425.00

General Government	Total Operating Budget	\$	1,005,641.00
Contract/Svcs Misc	001-1903-619.36-08	\$	5,850.00
Care Program Expense	001-1903-619.40-06	\$	5,850 already approved for elimination \$65,000 CARE already approved for elimination
Training In House	001-1903-619.51-08	\$	7,000.00
Program 2-1-1 Support	001-1903-619.53-04	\$	2,000.00
Offsite Storage	001-1903-619.58-06	\$	12,000.00
Library Advance	001-1903-619.58-17	\$	32,500.00
Cable and Public Wi-Fi	001-1903-619.68-01	\$	1,940.00
			Miscellaneous Training United Wat ifnormation and referrals program CIP project funding. Library Advance LCW Law Library
	Discretionary Funds:	\$	61,290.00

Recreation Administration	Total Operating Budget	\$	14,800.00
Contract/Svcs Misc	001-4181-641.36-08	\$	2600 already approved for elimination
Postage	001-4181-641.52-02	\$	1,700.00
			Postage for Hueneme Magazine

Printing	001-4181-641.52-03			\$8000 already approved for elimination
Misc Expenditures	001-4181-641.58-12			\$1000 already approved for elimination
Misc Supplies	001-4181-641.61-11	\$	1,000.00	
Dues/Memberships	001-4181-641.65-01	\$	470.00	Suggest keepin gthe USLA membership for lifeguards
	Discretionary Funds:	\$	3,170.00	

Community Center	Total Operating Budget	\$	47,950.00	
Conference/Travel	001-4182-641.51-01			\$1000 already approved for elimination
Special Events	001-4182-641.53-03	\$	330.00	\$2970 already approved for elimination
Dues/Memberships	001-4182-641.65-01	\$	650.00	
	Discretionary Funds:	\$	980.00	

Parks/Facilities	Total Operating Budget	\$	31,500.00	
Museum Expense	001-4183-641.53-04	\$	3,500.00	
Misc Supplies	001-4183-641.61-11	\$	6,400.00	Tennis nets, basketball nets, janiroтира supplies, pickleball
	Discretionary Funds:	\$	9,900.00	

Culture Leisure	Total Operating Budget	\$	179,583.00	
Budget Down to 0				All operating funds already approved for elimination
	Discretionary Funds:	\$	-	

Lifeguards/Jr. Lifeguards	Total Operating Budget			
	Discretionary Funds:	\$	-	Program and operating expenses approved to continue.