



# City of Port Hueneme

## PORT HUENEME CITY COUNCIL ADJOURNED REGULAR MEETING

JUNE 6, 2016  
6:30 PM

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

### A G E N D A

**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, FLAG SALUTE**
2. **INSPIRATION:** Council Member Jim Hensley
3. **ROLL CALL**
4. **AGENDA:** (*Amend / Approve*)
5. **OPEN FORUM (30 Minutes)**

The Council will hear public comments for a maximum of 30 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 30 minutes expires may do so during the "Continuation of Open Forum" period just prior to adjournment of the meeting. 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.

6. **PUBLIC HEARINGS:**
  - A. **ADOPTION OF RESOLUTIONS ORDERING THE LEVY AND COLLECTION OF THE ANNUAL ASSESSMENTS FOR ASSESSMENT DISTRICT NO. 87-1, ASSESSMENT DISTRICT NO. 91-1, AND ASSESSMENT DISTRICT NO. 95-3; AND APPROVAL**

OF AN AGREEMENT WITH THE VENTURA COUNTY AUDITOR-CONTROLLER FOR BILLING OF DIRECT ASSESSMENTS

Action: It is recommended that the Council, at the close of the public hearing,

1. Adopt the resolutions below, and;
2. Approve the Agreement for Billing of Direct Assessments with the Ventura County Auditor-Controller and direct the City Manager to sign the agreement on behalf of the City.

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORT HUENEME, CALIFORNIA, ORDERING THE LEVY AND COLLECTION OF ASSESSMENTS WITHIN THE "LIGHTING MAINTENANCE ASSESSMENT DISTRICT NO. 87-1" FOR THE FISCAL YEAR BEGINNING JULY 1, 2016, AND ENDING JUNE 30, 2017, PURSUANT TO THE LANDSCAPE AND LIGHTING ACT OF 1972.

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORT HUENEME, CALIFORNIA, ORDERING THE LEVY AND COLLECTION OF ASSESSMENTS WITHIN THE "PARKWAY AND MEDIAN MAINTENANCE ASSESSMENT DISTRICT NO. 91-1" FOR THE FISCAL YEAR BEGINNING JULY 1, 2016, AND ENDING JUNE 30, 2017, PURSUANT TO THE LANDSCAPE AND LIGHTING ACT OF 1972.

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORT HUENEME, CALIFORNIA, ORDERING THE LEVY AND COLLECTION OF ASSESSMENTS WITHIN THE "PORT HUENEME DRAINAGE MAINTENANCE ASSESSMENT DISTRICT NO. 95-3" FOR THE FISCAL YEAR BEGINNING JULY 1, 2016, AND ENDING JUNE 30, 2017, PURSUANT TO THE LANDSCAPE AND LIGHTING ACT OF 1972.

***(Open, Close Public Hearing)***

**7. CONSENT AGENDA:**

**A. APPROVAL OF MINUTES**

Action: It is recommended the City Council approve the Minutes of the May 16, 2016 Special and Regular Meetings.

**B. CASH DISBURSEMENTS RATIFICATION**

Action: It is recommended the City Council ratify the cash disbursements listing for the period May 7, 2016 through May 27, 2016.

C. AUTHORIZATION TO ENTER INTO AN INTERLOCAL CONTRACT FOR COOPERATIVE PURCHASING

Action: It is recommended the City Council:

1. Authorize staff to execute an Interlocal Contract for Cooperative Purchasing with the Houston-Galveston Area Council (H-GAC), and;
2. Authorize the purchase of (1) 2017 Peterbilt 320 Front Loader with AMREP body and (1) 2017 Peterbilt 320 Automated Side Loader with AMREP body from Rush Truck Centers of California, Inc. Dba Rush Truck Center, Pico Rivera, CA, through the H-GAC contract, in an not to exceed amount of \$495,000.

D. AUTHORIZATION TO SOLICIT BIDS FOR THE FY 16-17 STREET REHABILITATION MICROSURFACING PROJECT (CITY WIDE)

Action: It is recommended the City Council adopt the plans, specifications, and working details for the project entitled: FY 2016-17 Street Rehabilitation (Microsurfacing) - Cash Contract No. 0209; and direct staff to solicit bids for the project.

E. APPROVAL OF AN AMENDMENT TO THE IMPLEMENTATION AGREEMENT FOR THE VENTURA COUNTY STORMWATER QUALITY MANAGEMENT PROGRAM

Action: It is recommended the City Council approve the amended Ventura County Stormwater Quality Management Program Implementation Agreement with the Ventura County Watershed Protection District (VCWPD).

F. ADOPTION OF RESOLUTIONS IN PREPARATION FOR THE 2016 MUNICIPAL GENERAL ELECTION

Action: It is recommended the City Council adopt the resolutions below in preparation for the 2016 Municipal General Election on November 8, 2016.

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORT HUENEME CALLING FOR A MUNICIPAL GENERAL ELECTION, REQUESTING CONSOLIDATION OF THE ELECTION, REQUESTING THE COUNTY CLERK TO

RENDER SERVICES AND SUPPLIES TO THE CITY FOR THE ELECTION, AND AUTHORIZING THE BOARD OF SUPERVISORS TO CANVASS THE RETURNS

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORT HUENEME ADOPTING REGULATIONS FOR CANDIDATES FOR ELECTIVE OFFICE PERTAINING TO MATERIALS SUBMITTED TO THE ELECTORATE AND THE COSTS THEREOF FOR THE MUNICIPAL GENERAL ELECTION TO BE HELD IN SAID CITY ON TUESDAY, NOVEMBER 8, 2016

G. APPROVAL OF COMPREHENSIVE ANNUAL FINANCIAL REPORT FOR FISCAL YEAR 2014-15

Action: It is recommended the City Council/Housing Authority Board/Surplus Property Authority Commission accept the Comprehensive Annual Financial Report for Fiscal Year 2014-15.

**8. CITY MANAGER REPORTS/COMMENTS**

A. ADOPTION OF A RESOLUTION AUTHORIZING VENTURA COUNTY TRANSPORTATION COMMISSION/VENTURA COUNTY LOCAL TRANSPORTATION AUTHORITY (VCTC) TRANSPORTATION MEASURE INVESTMENT/EXPENDITURE PLAN

Action: It is recommended the City Council:

1. Adopt Resolution No. \_\_\_\_\_ approving the Ventura County Transportation Measure Investment/Expenditure Plan (The Plan) and,
2. Transmit adopted Resolution to VCTC acting as the Ventura County Local Transportation Authority.

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORT HUENEME APPROVING THE VENTURA COUNTY TRANSPORTATION INVESTMENT/EXPENDITURE PLAN

B. APPOINTMENT OF WILLIAM "BUTCH" BRITT AS INTERIM PUBLIC WORKS DIRECTOR AND ADOPTION OF RESOLUTION AND APPROVAL OF AGREEMENT RE: APPOINTMENT OF WILLAIN "BUTCH" BRITT FOR THIS POSITION

Action: It is recommended the City Council adopt the resolution authorizing the Mayor to execute a temporary employment

agreement for William "Butch" Britt as Interim Public Works Director.

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORT HUENEME, AUTHORIZING THE MAYOR TO EXECUTE A TEMPORARY EMPLOYMENT AGREEMENT FOR INTERIM PUBLIC WORKS DIRECTOR SERVICES IN CONFORMANCE WITH CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM AND STATE LAW REQUIREMENTS

C. CONTINUATION OF 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 at a Council meeting to be determined.

**9. COUNCIL MEMBERS' REPORTS, COMMENTS, AND REQUESTS FOR FUTURE AGENDA ITEMS**

**10. CONTINUATION OF OPEN FORUM**

The Council will allow a continuation of public comments, if necessary, due to exceeding the total time allotted in the earlier Open Forum section.

**11. CLOSED SESSION: (None)**

**ADJOURNMENT:** Adjourn to the next Regular Meeting to be held June 20, 2016 at 6:30 p.m. in the City Council Chamber.

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](http://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

## COUNCIL AGENDA STAFF REPORT

**TO:** City Council

**FROM:** John Baker, Interim Public Works Director

**SUBJECT:** RESOLUTIONS ORDERING THE LEVY AND COLLECTION OF THE ANNUAL ASSESSMENTS FOR ASSESSMENT DISTRICT NO. 87-1, ASSESSMENT DISTRICT NO. 91-1, AND ASSESSMENT DISTRICT NO. 95-3; AND APPROVAL OF AN AGREEMENT WITH THE VENTURA COUNTY AUDITOR-CONTROLLER FOR BILLING OF DIRECT ASSESSMENTS

**DATE:** June 6, 2016

### **RECOMMENDATION:**

It is recommended that the Council, at the close of the public hearing, 1) adopt the resolutions below, and 2) approve the Agreement for Billing of Direct Assessments with the Ventura County Auditor-Controller and direct the City Manager to sign the agreement on behalf of the City.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORT HUENEME, CALIFORNIA, ORDERING THE LEVY AND COLLECTION OF ASSESSMENTS WITHIN THE "LIGHTING MAINTENANCE ASSESSMENT DISTRICT NO. 87-1" FOR THE FISCAL YEAR BEGINNING JULY 1, 2016, AND ENDING JUNE 30, 2017, PURSUANT TO THE LANDSCAPE AND LIGHTING ACT OF 1972.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORT HUENEME, CALIFORNIA, ORDERING THE LEVY AND COLLECTION OF ASSESSMENTS WITHIN THE "PARKWAY AND MEDIAN MAINTENANCE ASSESSMENT DISTRICT NO. 91-1" FOR THE FISCAL YEAR BEGINNING JULY 1, 2016, AND ENDING JUNE 30, 2017, PURSUANT TO THE LANDSCAPE AND LIGHTING ACT OF 1972.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORT HUENEME, CALIFORNIA, ORDERING THE LEVY AND COLLECTION OF ASSESSMENTS WITHIN THE "PORT HUENEME DRAINAGE MAINTENANCE ASSESSMENT DISTRICT NO. 95-3" FOR THE FISCAL YEAR BEGINNING JULY 1, 2016, AND ENDING JUNE 30, 2017, PURSUANT TO THE LANDSCAPE AND LIGHTING ACT OF 1972.

# **RESOLUTIONS ORDERING THE LEVY AND COLLECTION OF THE ANNUAL ASSESSMENTS; APPROVAL OF AGREEMENT WITH AUDITOR-CONTROLLER**

**June 6, 2016**

**Page 2**

## **BACKGROUND/ANALYSIS:**

The City formed its Lighting Maintenance Assessment District No. 87-1 in 1988 for the purpose of maintaining and servicing public lighting facilities owned by either the City or Southern California Edison and located within public rights-of-way. The Parkway and Median Maintenance Assessment District No. 91-1 was formed in 1991 for the purpose of maintaining landscaping in the parkways and medians within the public rights-of-way. In 1995, the City formed the Port Hueneme Park Maintenance Assessment District No. 95-3 for the purpose of maintaining City parks. In 1997, this latter District was renamed the Port Hueneme Drainage Maintenance Assessment District and the description of maintenance and improvements was modified to conform with the requirements of Proposition 218.

At its meeting of May 2, 2016, the City Council adopted Resolutions of Intention which initiated the annual proceedings relating to the Districts for fiscal year 2015-16; set forth the work to be done in the Districts; preliminarily approved the Engineer's Reports for the Districts; set June 6, 2016, at 6:30 p.m., in the Council Chambers as the time and place for the required public hearings to review the cost for the capital maintenance and operations of the Districts; to receive and consider any protests to the work or assessments; and to set the annual assessments on properties within the Districts.

The Resolutions Ordering the Levy and Collection of the Assessments within the Districts presented herewith for consideration and adoption are the final Resolutions that must be adopted to levy the annual assessments for the three existing Assessment Districts. The Resolutions approve and adopt the Engineer's Reports on file with the City Clerk, confirm the diagrams and assessments prepared in connection with the Districts, order the levy and collection of assessments within the Districts, and authorize and direct the City Clerk to file certified copies of the diagrams and assessments with the County Auditor of the County of Ventura no later than July 1, 2016.

The Engineer's Reports describe the improvements, maintenance, and assessment methodology relating to each District. Due to the requirements of Proposition 218, the same assessment calculation methodology has been used in the FY 2016-17 Engineer's Reports as was used in the FY 2015-16 Engineer's Reports. If an increase in rates to cover the actual costs for maintaining the assessment districts is desired, then Proposition 218 requirements would need to be followed. This procedure would require an election to approve the new assessment. The contemplated work for FY 2016-17 relates exclusively to improvements and maintenance work which are intended to qualify for the capital costs, maintenance, and operations exemption (one of the grandfather exemptions set forth in Proposition 218). The rates this year are the same as prior years.

## **FISCAL IMPACT:**

Funding for the proposed maintenance and improvement expenses will be provided by

**RESOLUTIONS ORDERING THE LEVY AND COLLECTION OF THE ANNUAL ASSESSMENTS; APPROVAL OF AGREEMENT WITH AUDITOR-CONTROLLER**

**June 6, 2016**

**Page 3**

the assessment charges in the Engineer's Reports and will be levied against those properties receiving a special benefit from the services provided. The revenue generated from these assessments will be \$486,373.

The fees for services to be collected by the Ventura County Auditor-Controller are dictated by the Agreement for Billing of Direct Assessments.

**Attachments:**

- 1.) Resolutions (3)
- 2.) Engineer's Reports (3)
- 3.) Agreement for Billing of Direct Assessments

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORT HUENEME, CALIFORNIA, ORDERING THE LEVY AND COLLECTION OF ASSESSMENTS FOR THE "LIGHTING MAINTENANCE ASSESSMENT DISTRICT NO. 87-1" FOR THE FISCAL YEAR BEGINNING JULY 1, 2016, AND ENDING JUNE 30, 2017, PURSUANT TO THE LANDSCAPE AND LIGHTING ACT OF 1972**

**WHEREAS**, on June 15, 1988, the City Council of the City of Port Hueneme (the "City") adopted Resolution No. 2396 ordering the formation of the Lighting Maintenance Assessment District No. 87-1 (the "District") pursuant to the provisions of the "Landscape and Lighting Act of 1972," being Division 15, Part 2 of the Streets and Highways Code of the State of California (the "Act"); and

**WHEREAS**, on May 2, 2016, the City Council adopted Resolution No. 4137 (the "Resolution of Intention") initiating proceedings for the levy and collection of annual assessments within the District for fiscal year 2016-17, for the purposes provided therefore in the Act and preliminarily approved an Engineer's Report ("Engineer's Report") and declared its intent to levy and collect assessments for fiscal year 2016-17 within the District and set a time and place for a public hearing. The Resolution of Intention was duly and legally published in the time, form, and manner as required by law, shown by the Affidavit of Publication of the Resolution of Intention on file in the office of the City Clerk; and

**WHEREAS**, at the time and place for which notice was given, the City Council conducted a public hearing and gave every interested person an opportunity to object to the proposed boundary, work, or assessment; and

**WHEREAS**, the City Council considered and overruled all written protest, if any, against the proposed boundary, work, or assessment made by any interested person; and

**WHEREAS**, the City Council, having duly received and considered oral and documentary evidence concerning the jurisdictional facts in this proceeding and concerning the necessity for the contemplated work and the benefits to be derived therefrom, has acquired jurisdiction to order the proposed assessment.

**NOW, THEREFORE, BE IT RESOLVED** that the Port Hueneme City Council does hereby resolve, determine, find, and order as follows:

Section 1. The Engineer's Report on file with the City Clerk, and each component part of it, including each exhibit incorporated by reference, as amended, if applicable, is hereby finally approved and adopted.

Section 2. The diagram and assessment prepared in connection with the District are hereby confirmed.

Section 3. The land within the District will be benefited by the work described in the Engineer's Report. The district includes all of the lands so benefited and the amount to be assessed is apportioned by a formula and method which fairly distributes the reasonable costs among all assessable lots or parcels in proportion to the estimated special benefit to be received from the work.

Section 4. The public interest and convenience require the ordering of the levy and collection of assessments for fiscal year 2016-17 and the City Council hereby orders the levy and collection of assessments within the District, as set forth and described in the Resolution of Intention and in the Engineer's Report.

Section 5. The adoption of this Resolution constitutes the levy of assessments as set forth in the Engineer's Report for fiscal year 2016-17.

Section 6. The assessments authorized under this Resolution are in conformance with Proposition 218.

Section 7. The City Clerk is authorized and directed to file a certified copy of the diagram and assessment with the County Auditor.

Section 8. The City Clerk shall certify the adoption of this resolution.

**PASSED, APPROVED, AND ADOPTED** this 6<sup>th</sup> day of June 2016.

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**DOUGLAS A. BREEZE**  
**MAYOR**

**ATTEST:**

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**MICHELE KOSTENUIK**  
**CITY CLERK**

**APPROVED AS TO FORM:**

**APPROVED AS TO CONTENT:**

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**MARK D. HENSLEY**  
**CITY ATTORNEY**

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**JOHN BAKER**  
**INTERIM CITY MANAGER**

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORT HUENEME, CALIFORNIA, ORDERING THE LEVY AND COLLECTION OF ASSESSMENTS FOR THE "PARKWAY AND MEDIAN MAINTENANCE ASSESSMENT DISTRICT NO. 91-1" FOR THE FISCAL YEAR BEGINNING JULY 1, 2016, AND ENDING JUNE 30, 2017, PURSUANT TO THE LANDSCAPE AND LIGHTING ACT OF 1972**

**WHEREAS**, on July 17, 1991, the City Council of the City of Port Hueneme (the "City") adopted Resolution No. 2590 ordering the formation of the Parkway and Median Maintenance Assessment District No. 91-1 (the "District") pursuant to the provisions of the "Landscape and Lighting Act of 1972," being Division 15, Part 2 of the Streets and Highways Code of the State of California (the "Act"); and

**WHEREAS**, on May 2, 2016, the City Council adopted Resolution No. 4138 (the "Resolution of Intention") initiating proceedings for the levy and collection of annual assessments within the District for fiscal year 2016-17, for the purposes provided therefore in the Act and preliminarily approved an Engineer's Report ("Engineer's Report") and declared its intent to levy and collect assessments for fiscal year 2016-17 within the District and set a time and place for a public hearing. The Resolution of Intention was duly and legally published in the time, form, and manner as required by law, shown by the Affidavit of Publication of the Resolution of Intention on file in the office of the City Clerk; and

**WHEREAS**, at the time and place for which notice was given, the City Council conducted a public hearing and gave every interested person an opportunity to object to the proposed boundary, work, or assessment; and

**WHEREAS**, the City Council considered and overruled all written protest, if any, against the proposed boundary, work, or assessment made by any interested person; and

**WHEREAS**, the City Council, having duly received and considered oral and documentary evidence concerning the jurisdictional facts in this proceeding and concerning the necessity for the contemplated work and the benefits to be derived therefrom, has acquired jurisdiction to order the proposed assessment.

**NOW, THEREFORE, BE IT RESOLVED** that the Port Hueneme City Council does hereby resolve, determine, find, and order as follows:

Section 1. The Engineer's Report on file with the City Clerk, and each component part of it, including each exhibit incorporated by reference, as amended, if applicable, is hereby finally approved and adopted.

Section 2. The diagram and assessment prepared in connection with the District are hereby confirmed.

Section 3. The land within the District will be benefited by the work described in the Engineer's Report. The district includes all of the lands so benefited and the amount to be assessed is apportioned by a formula and method which fairly distributes the reasonable costs among all assessable lots or parcels in proportion to the estimated special benefit to be received from the work.

Section 4. The public interest and convenience require the ordering of the levy and collection of assessments for fiscal year 2016-17 and the City Council hereby orders the levy and collection of assessments within the District, as set forth and described in the Resolution of Intention and in the Engineer's Report.

Section 5. The adoption of this Resolution constitutes the levy of assessments as set forth in the Engineer's Report for fiscal year 2016-17.

Section 6. The assessments authorized under this Resolution are in conformance with Proposition 218.

Section 7. The City Clerk is authorized and directed to file a certified copy of the diagram and assessment with the County Auditor.

Section 8. The City Clerk shall certify the adoption of this resolution.

**PASSED, APPROVED, AND ADOPTED** this 6<sup>th</sup> day of June 2016.

\_\_\_\_\_  
**DOUGLAS A. BREEZE**  
**MAYOR**

**ATTEST:**

\_\_\_\_\_  
**MICHELE KOSTENUIK**  
**CITY CLERK**

**APPROVED AS TO FORM:**

**APPROVED AS TO CONTENT:**

\_\_\_\_\_  
**MARK D. HENSLEY**  
**CITY ATTORNEY**

\_\_\_\_\_  
**JOHN BAKER**  
**INTERIM CITY MANAGER**

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORT HUENEME, CALIFORNIA, ORDERING THE LEVY AND COLLECTION OF ASSESSMENTS FOR THE "PORT HUENEME DRAINAGE MAINTENANCE ASSESSMENT DISTRICT NO. 95-3" FOR THE FISCAL YEAR BEGINNING JULY 1, 2016, AND ENDING JUNE 30, 2017, PURSUANT TO THE LANDSCAPE AND LIGHTING ACT OF 1972**

**WHEREAS**, on March 15, 1995, the City Council of the City of Port Hueneme (the "City") adopted Resolution No. 2865 initiating proceedings for the formation of the Port Hueneme Park Maintenance Assessment District No. 95-3 (the "District") pursuant to the provisions of the "Landscape and Lighting Act of 1972," being Division 15, Part 2 of the Streets and Highways Code of the State of California (the "Act"), which District was renamed on May 7, 1997 pursuant to Resolution No. 3020, the Port Hueneme Drainage Maintenance Assessment District No. 95-3; and

**WHEREAS**, on May 2, 2016, the City Council adopted Resolution No. 4139 (the "Resolution of Intention") initiating proceedings for the levy and collection of annual assessments within the District for fiscal year 2016-17, for the purposes provided therefore in the Act and preliminarily approved an Engineer's Report ("Engineer's Report") and declared its intent to levy and collect assessments for fiscal year 2016-17 within the District and set a time and place for a public hearing. The Resolution of Intention was duly and legally published in the time, form, and manner as required by law, shown by the Affidavit of Publication of the Resolution of Intention on file in the office of the City Clerk; and

**WHEREAS**, at the time and place for which notice was given, the City Council conducted a public hearing and gave every interested person an opportunity to object to the proposed boundary, work, or assessment; and

**WHEREAS**, the City Council considered and overruled all written protest, if any, against the proposed boundary, work, or assessment made by any interested person; and

**WHEREAS**, the City Council, having duly received and considered oral and documentary evidence concerning the jurisdictional facts in this proceeding and concerning the necessity for the contemplated work and the benefits to be derived therefrom, has acquired jurisdiction to order the proposed assessment.

**NOW, THEREFORE, BE IT RESOLVED** that the Port Hueneme City Council does hereby resolve, determine, find, and order as follows:

Section 1. The Engineer's Report on file with the City Clerk, and each component part of it, including each exhibit incorporated by reference, as amended, if applicable, is hereby finally approved and adopted.

Section 2. The diagram and assessment prepared in connection with the District are hereby confirmed.

Section 3. The land within the District will be benefited by the work described in the Engineer's Report. The district includes all of the lands so benefited and the amount to be assessed is apportioned by a formula and method which fairly distributes the reasonable costs among all assessable lots or parcels in proportion to the estimated special benefit to be received from the work.

Section 4. The public interest and convenience require the ordering of the levy and collection of assessments for fiscal year 2016-17 and the City Council hereby orders the levy and collection of assessments within the District, as set forth and described in the Resolution of Intention and in the Engineer's Report.

Section 5. The adoption of this Resolution constitutes the levy of assessments as set forth in the Engineer's Report for fiscal year 2016-17.

Section 6. The assessments authorized under this Resolution are in conformance with Proposition 218.

Section 7. The City Clerk is authorized and directed to file a certified copy of the diagram and assessment with the County Auditor.

Section 8. The City Clerk shall certify the adoption of this resolution.

**PASSED, APPROVED, AND ADOPTED** this 6<sup>th</sup> day of June 2016.

\_\_\_\_\_  
**DOUGLAS A. BREEZE**  
**MAYOR**

**ATTEST:**

\_\_\_\_\_  
**MICHELE KOSTENUIK**  
**CITY CLERK**

**APPROVED AS TO FORM:**

**APPROVED AS TO CONTENT:**

\_\_\_\_\_  
**MARK D. HENSLEY**  
**CITY ATTORNEY**

\_\_\_\_\_  
**JOHN BAKER**  
**INTERIM CITY MANAGER**

**CITY OF PORT HUENEME**

**Engineer's Report**

LIGHTING MAINTENANCE  
ASSESSMENT DISTRICT NO. 87-1



LANDSCAPE AND LIGHTING ACT OF 1972

**For Fiscal Year 2016-2017**

# TABLE OF CONTENTS

	Page
Preface.....	1
Description of Improvements .....	1
Assessment Roll .....	2
Method and Formula of Assessment .....	3
Cost and Revenue Estimates.....	5
Appendix A - Apportionment Formula .....	A-1
Appendix B - Budget 2016-17 .....	B-1
Appendix C - Assessment Diagram .....	C-1
Appendix D - Assessment Roll.....	D-1
Appendix E - Resolutions.....	E-1

CITY OF PORT HUENEME  
Engineer's Report  
**LIGHTING MAINTENANCE ASSESSMENT DISTRICT NO. 87-1**  
LANDSCAPE AND LIGHTING ACT OF 1972  
For Fiscal Year 2016-2017

PREFACE

This report is prepared in compliance with the requirements of Proposition 218 as stated in Articles XIII C and XIII D of the California Constitution, and Chapters 1 and 4 of the Landscape and Lighting Act of 1972, being Part 2 of Division 15 of the California Streets and Highways Code.

This Assessment District, by special benefit assessments, will provide funding for the electrical energy for and the operation and maintenance of public lighting facilities within street right-of-way within the City of Port Hueneme. The items funded by the District are exempt from the procedural and approval requirements set forth in Section 5(a) of Article XIII D that states:

*... assessments existing on the effective date of this Article shall be exempt from the procedures and approval process set forth in Section 4 [if they were] imposed exclusively to finance the capital costs or maintenance and operation expenses for sidewalks, streets, sewers, water, flood control, drainage systems or vector control. "*

As discussed herein, the improvements funded by the Assessment District for fiscal year 2016-17 are pre-existing and the assessments are used to fund the maintenance and operation expenses for sidewalks and streets. Therefore, the Assessment District is exempt from the procedural and approval requirements of Article XIII D.

DESCRIPTION OF MAINTENANCE AND IMPROVEMENTS

This report covers the levy of assessments for the period of July 1, 2016, through June 30, 2017. An updated report is prepared each year to reflect updated annual costs, future improvements, and changes in parcelization.

Since formation of the Lighting Maintenance Assessment District in 1987, assessments have been used exclusively for maintenance and servicing of public lighting facilities owned by either the City or Southern California Edison (S.C.E.) and located within public right-of-way within the boundaries of the City. Lighting maintenance for FY 2016-17 includes removal, repair, replacement or relocation of light standards, poles, bulbs, fixtures and all appurtenances to public lighting facilities within street right-of-way. Servicing of S.C.E. owned lights as defined in Section 22538 of the California Streets and Highways Code to include the furnishing of electric current or energy, gas or other illuminating agents to public street lighting facilities, furnished by the Southern California Edison Company or its successors or this servicing shall be as authorized by the Public Utilities Commission, State of California. Plans and specifications concerning the street lighting provided for in this district are on file in the City Engineer's Office and at Southern California Edison offices.

For the fiscal year commencing July 1, 2016, the scope of improvements will encompass the following:

Maintenance and Servicing.

1. Street ROW Lighting. Maintenance/servicing of all public lighting facilities within the public street right-of-way, including but not limited to streetlights and traffic signal safety lighting.
2. Incidental Expenses. Administrative costs and expenses incidental to maintenance, servicing, construction, and installation of public lighting facilities, including but not limited to lighting surveys, engineering costs, and general overhead.

Replacement, Installation, and Construction.

3. Street Lights. Installation/construction of new streetlights at locations so designated by the City Council on the basis of lighting surveys conducted during the fiscal year.

The improvements listed above represent a rank ordering of priorities relative to the expenditure of assessments collected for the fiscal year commencing July 1, 2016. These priorities are subject to change by subsequent action of the City Council; in particular, the completion of Item No. 3 depends upon the results of lighting surveys, environmental and traffic studies, and the balance of reserve/surplus funds remaining after completing Item Nos. 1 and 2. Maintenance, servicing, installation, and construction of these improvements will be accomplished by a combination of force account labor and private contracts. Plans and specifications concerning these improvements are on file in the City Engineer's Office.

ASSESSMENT ROLL

All assessed lots or parcels of real property located within City boundaries are listed on the Assessment Roll (see Appendix D) on file in the office of the City Clerk, which is made a part of this Report. These lots and parcels are more particularly described in maps prepared in accordance with Section 327 of the California Revenue and Taxation Code and are on file in the office of the Ventura County Assessor in the County Government Center Administration Building, 800 South Victoria Avenue, Ventura, California and are made a part of this Report.

METHOD AND FORMULA OF ASSESSMENT

Introduction

The exemptions from the procedural and approval requirements are set forth in Section 5 of Article XIID of Proposition 218 and include the following:

*"(a) any assessment imposed exclusively to finance the capital costs or maintenance and operation expenses for sidewalks, streets, sewers, water, flood control, drainage systems or vector control "*

The City of Port Hueneme Lighting Maintenance Assessment District No. 87-1 qualifies as an existing assessment with the district funding items in FY 2016-17 that are considered exempt under the provision (a) quoted above, specifically: "sidewalk" and "streets" improvements.

Sidewalk is defined by the *City of Port Hueneme General Plan* as the construction, operation, or maintenance of facilities within the public right-of-way used for the general conveyance of pedestrians, bicycles, and skaters. Such facilities shall include necessary safety appurtenances such as lighting and lane delineations.

Street Improvement is defined based on the definitions provided by the Office of the Controller for the State of California in the *Guidelines Relating to Gas Tax Expenditures* published by the Division of Local Government Fiscal Affairs. The State's gas tax program is administered in city agencies, but audited by the Office of the State Controller. The proceeds of the gas tax are statutorily limited to expenditures for streets and roads. Because the funds are restricted to street and road costs, the State Controller has developed "Street Purpose Definitions and Guidelines" based on the *Manual of Uniform Highway Accounting and Financial Management Procedures* developed by the American Association of State Highway Officials. Street improvement is defined as the construction, operation, or maintenance of facilities within the right-of-way used for street or road purposes including, but not limited to, the following:

- Installation or expansion of the street lighting system including replacement of old equipment with superior equipment, installation of traffic signals at intersections and railroad crossings, replacement of equipment as required for relocations for street purposes, and purchase and installation of traffic signal control equipment.
- Expansion or installation of fences, raised medians or barriers for traffic safety; installation or addition to landscape treatment such as sod, shrubs, trees, irrigation, etc; installation or extension of curb, gutter, or sidewalks; and replacement of retaining walls to a higher standard.
- Servicing lighting systems and street or road traffic control devices including repainting and repairing traffic signals and lighting standards; furnishing of power for street and road lighting and traffic control devices.
- Mowing, tree trimming, and watering within the street right-of-way; replacing top soil, sod, shrubs, trees, irrigation facilities, etc. on the street and roadside; reseeding, resodding, and repairing of shoulders and approaches; reshaping or restoration of drainage channels and side slopes; cleaning or repairing of culverts and drains, or curb and gutter.

Moreover, the California Court of Appeal for the Fourth District, in *Howard Jarvis Taxpayers Association v. City of Riverside* (1999) 73 Cal.App.4<sup>th</sup> 679, has held that pre-existing street lighting assessments are exempt from Proposition 218.

#### Formula

The Landscape and Lighting Act of 1972, in Section 22573, states that "The net amount to be assessed upon the lands within an assessment district may be apportioned by any formula or method which fairly distributes the net amount among all assessable lots or parcels in proportion to the estimated benefits to be received by each such lot or parcel from the improvements."

The net amount to be assessed upon lands within the Assessment District in accordance with this Report is apportioned by a formula and method which fairly distributes the net amount among all assessable lots or parcels in proportion to the estimated benefits to be received by each lot or parcel

from the improvements, namely the maintenance and servicing of public lighting facilities within such District. The maintenance and servicing of public lighting facilities installed and constructed in public places provides a special benefit that is received by each and every assessed lot or parcel within the District, tending to enhance their value. The streets within the District improve access to all lots or parcels assessed. Street lighting also provides advertising visibility for business and commercial establishments. The intensity or degree of illumination provided can have a bearing on the benefits of street lighting. Thus, the primary benefits of street lighting are for the convenience, safety, security, and protection of people. Secondary benefits are security or protection to property, property improvements and goods as set forth below.

1. Improvement to traffic circulation.
2. Reduction in night accidents and attendant human misery and economic loss.
3. Less vulnerability to criminal assault at night.
4. Promotion of business during night time hours for commercial properties.
5. Increased night time safety on roads and highways.
6. Improved ingress and egress to lots and parcels.
7. Reduction in vandalism and other criminal acts.
8. Reduction in burglaries.
9. The enhancement to the value of property that results from the foregoing benefits.

Intensity or degree of illumination provided on streets varies with the type of street, date of installation and the use of the property adjacent thereto.

The majority of parcels within the Lighting District are residential properties. A value of one (1) unit has been assigned to the single-family homes. Parcels in other land use categories were then evaluated and rated by comparison with the basic unit (Appendix A).

Each land use evaluation takes into consideration - foot traffic, vehicular traffic, and hours of occupancy. Commercial and industrial properties have been assigned additional units based on the comparative benefits of the security and intensity of the lights provided as measured by land use intensity compared to single-family residential properties. The average light intensifies and energy consumption for commercial areas is greater than that required for residential areas.

#### COST AND REVENUE ESTIMATES

The estimated costs of operating the District and revenue sources are shown in Appendix B of this Report.

In conclusion, it is my opinion that the assessments within Lighting Maintenance Assessment District No. 87-1 are apportioned by a formula that fairly distributes the net cost in accordance with the benefits that are received.

ENGINEER'S REPORT SUBMITTED BY:

---

KIT NELL, P.E., CITY ENGINEER C30711

(DATE)

**APPENDIX A**

CITY OF PORT HUENEME

Apportionment Formula

The following are typical site use codes as described by the Ventura County Assessors Office and their proposed Lighting Units. This list includes the majority of parcel uses within the City.

<b><u>Land Use</u></b>	<b><u>Code</u></b>	<b><u>Assessment Units</u></b>
<b><u>Residential</u></b>		
Single Family Residential	1111	1 Unit per parcel
Condominium/Townhome	1129	1 Unit per parcel
Open Space/Common Area	4000	Exempt
Apartments/Duplex	1150	0.75 per Unit
<b><u>Commercial</u></b>		
Small, Single Tenant	5000	2 Units per parcel
Vacant 50,000 SF +	5011	2 Units per parcel
Neighborhood Centers	5030	4 Units per parcel
Major Shopping Centers	5310	7 Units per parcel
<b><u>Trade/Services</u></b>		
Small Offices (1 or 2)	6000	2 Units per parcel
Mid-Size Office Bldgs.	6020	4 Units per parcel
Major Office Bldgs	6590	7 Units per parcel
Hospital/Lg. Medical Offices	6516	7 Units per parcel
<b><u>Industrial</u></b>		
Vacant Lots > 50,000 SF	2011	2 Units per parcel
Mid-Size Industrial	2000	4 Units per parcel
Multi-Tenant Industrial	2030	4 Units per parcel
Major Industry	2020	6 Units per parcel
Public Facilities	6711	Exempt
Parks	6712	Exempt
Public Schools	6812	Exempt
Redevelopment Agency	6535	Exempt

The 2007-08 Lighting Assessment was \$16.66 per residential parcel.  
The 2008-09 Lighting Assessment was \$16.66 per residential parcel.  
The 2009-10 Lighting Assessment was \$16.66 per residential parcel.  
The 2010-11 Lighting Assessment was \$16.66 per residential parcel.  
The 2011-12 Lighting Assessment was \$16.66 per residential parcel.  
The 2012-13 Lighting Assessment was \$16.66 per residential parcel.  
The 2013-14 Lighting Assessment was \$16.66 per residential parcel.  
The 2014-15 Lighting Assessment was \$16.66 per residential parcel.  
The 2015-16 Lighting Assessment was \$16.66 per residential parcel.  
The estimated 2016-17 Lighting Assessment is \$16.66 per Assessment Unit.

**APPENDIX B**

**LIGHTING MAINTENANCE  
ASSESSMENT DISTRICT NO. 87-1**

**Landscaping and Lighting Act of 1972**

**ESTIMATED BUDGET**

**FISCAL YEAR 2016-17**

ESTIMATED BEGINNING FUND BALANCE

Estimated Beginning Fund Balance - July 1, 2016 \$ 0

UNRESTRICTED FUND BALANCE - JULY 1, 2016 \$ 0

ESTIMATED REVENUES

Special Assessment \$ 122,511

TOTAL REVENUES \$ 122,511

ESTIMATED EXPENDITURES

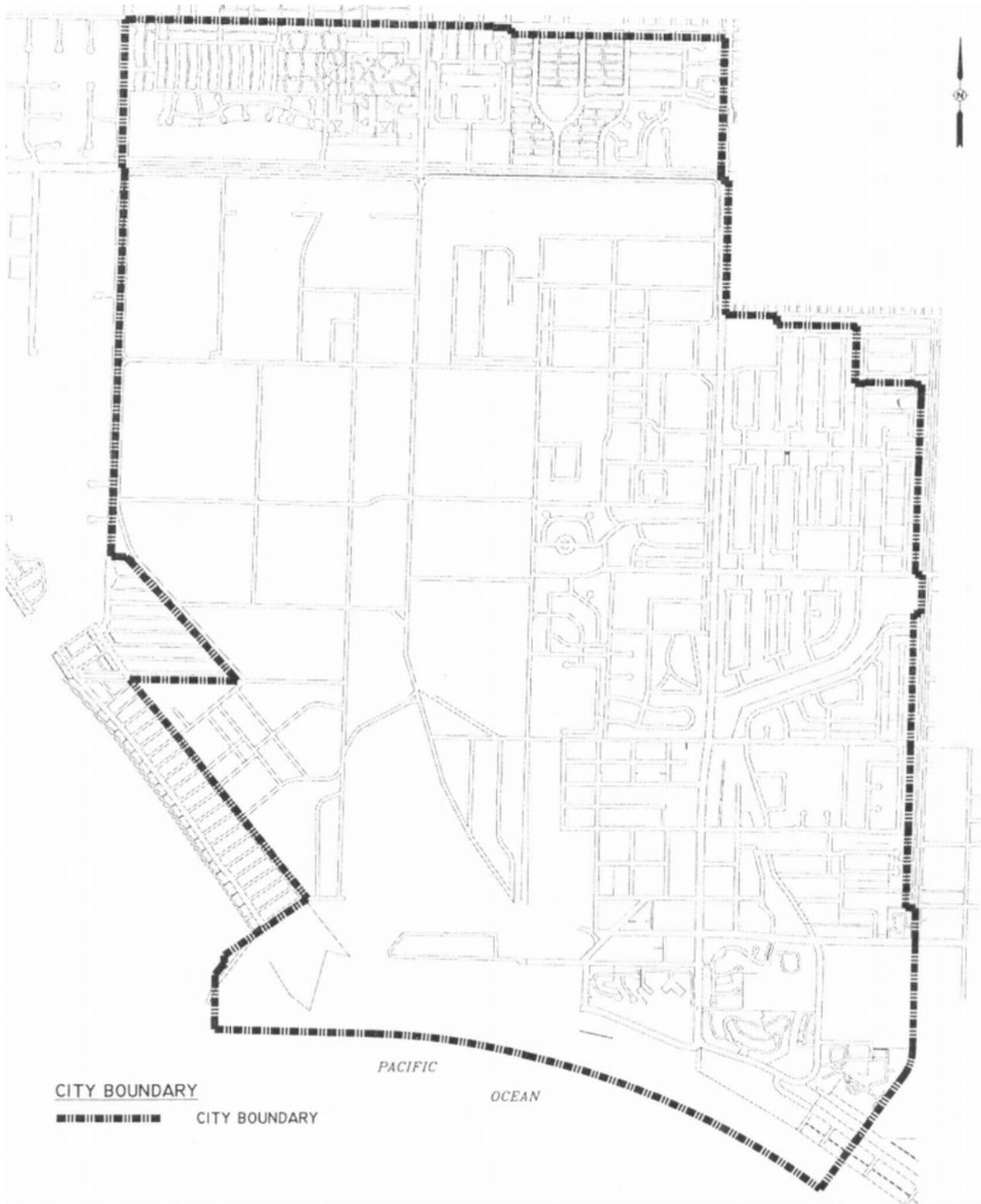
Maintenance and Servicing \$146,900

Administrative \$ 32,900

TOTAL EXPENDITURES \$ 179,800

ESTIMATED ENDING FUND BALANCE

June 30, 2017 \$ 0



LIGHTING MAINTENANCE  
ASSESSMENT DISTRICT NO. 87-1  
C-1

**APPENDIX D**

Assessment Roll

The Assessment Roll shows the assessment upon each lot or parcel within this Assessment District and is on file in the Office of the City Clerk and in the office of the County Assessor and is made a part of this report.

**CITY OF PORT HUENEME**

**Engineer's Report**

**PARKWAY AND MEDIAN MAINTENANCE  
ASSESSMENT DISTRICT NO. 91-1**



**LANDSCAPE AND LIGHTING ACT OF 1972**

**For Fiscal Year 2016-2017**

# TABLE OF CONTENTS

	Page
Preface.....	1
Description of Improvements .....	1
Assessment Roll .....	2
Method and Formula of Assessment .....	2
Cost and Revenue Estimates.....	3
Appendix A - Apportionment Formula .....	A-1
Appendix B - Budget 2016-17 .....	B-1
Appendix C - Assessment Diagram .....	C-1
Appendix D - Assessment Roll.....	D-1
Appendix E - Resolutions.....	E-1

CITY OF PORT HUENEME  
Engineer's Report  
**PARKWAY AND MEDIAN**  
**MAINTENANCE ASSESSMENT DISTRICT NO. 91-1**  
LANDSCAPING AND LIGHTING ACT OF 1972  
For Fiscal Year 2016-2017

PREFACE

This report is prepared in compliance with the requirements of Proposition 218 as stated in Articles XIIC and XIID of the California Constitution, and Chapters 1 and 4 of the Landscape and Lighting Act of 1972, being Part 2 of Division 15 of the California Streets and Highways Code.

This Assessment District, by special benefit assessments, will provide funding for installation and maintenance of the public landscaping in parkways and medians in the street right-of-way within the City of Port Hueneme. The items funded by the District are exempt from the procedural and approval requirements set forth in Section 5(a) of Article XIID that states:

*"...assessments existing on the effective date of this Article shall be exempt from the procedures and approval process set forth in Section 4 [if they were] imposed exclusively to finance the capital costs or maintenance and operation expenses for sidewalks, streets, sewers, water, flood control, drainage systems or vector control "*

As discussed herein, the improvements funded by the Assessment District for fiscal year 2016-17 are pre-existing and the assessments are used to fund the maintenance and operation expenses for streets. Therefore, the Assessment District is exempt from the procedural and approval requirements of Article XIID.

DESCRIPTION OF MAINTENANCE AND IMPROVEMENTS

This report covers the levy of assessments for the period of July 1, 2016 through June 30, 2017. An updated report must be prepared each year to reflect updated annual costs, future improvements, and changes in parcelization.

Since formation of the Parkway and Median Maintenance Assessment District in 1991, assessments have been used exclusively for the maintenance and servicing of medians and parkways along arterial and collector streets within the boundaries of the City.

Parkway and median maintenance for FY 2016-17 includes maintenance of landscape, including but not limited to watering, fertilizing, mowing, weed control, pruning, and removal and replacement of dead growth; maintenance of supporting irrigation facilities; maintenance of hardscape, including but not limited to wood signage and bollards, decorative stamped concrete, and wood sign lighting; and ancillary work necessary to support these improvements. Reference is made to the plans and specifications

currently on file at the City Engineer's Office relating to the design, recommended materials and level of maintenance concerning the medians and street parkways.

## ASSESSMENT ROLL

All assessed lots or parcels of real property located within City boundaries are listed on the Assessment Roll (Appendix D) on file in the office of the City Clerk, which is made a part of this Report. These lots and parcels are more particularly described in maps prepared in accordance with Section 327 of the California Revenue and Taxation Code and are on file in the office of the Ventura County Assessor in the County Government Center Administration Building, 800 South Victoria Avenue, Ventura, California, 93009 and are made a part of this Report.

## METHOD AND FORMULA OF ASSESSMENT

### Introduction

The exemptions from the procedural and approval requirements are set forth in Section 5 of Article XIID of Proposition 218 and include the following:

*"(a) any assessment imposed exclusively to finance the capital costs or maintenance and operation expenses for sidewalks, streets, sewers, water, flood control, drainage systems or vector control."*

The City of Port Hueneme Parkway and Median Maintenance Assessment District No. 91-1 qualifies as an existing assessment with the district funding items in FY 2016-17 that are considered exempt under the provision (a) quoted above, specifically: "streets" improvements.

Street Improvement is defined based on the definitions provided by the Office of the Controller for the State of California in the *Guidelines Relating to Gas Tax Expenditures* published by the Division of Local Government Fiscal Affairs. The State's gas tax program is administered in city agencies, but audited by the Office of the State Controller. The proceeds of the gas tax are statutorily limited to expenditures for streets and roads. Because the funds are restricted to street and road costs, the State Controller has developed "Street Purpose Definitions and Guidelines" based on the *Manual of Uniform Highway Accounting and Financial Management Procedures* developed by the American Association of State Highway Officials. Street improvement is defined as the construction, operation, or maintenance of facilities within the right-of-way used for street or road purposes including, but not limited to, the following:

- Installation or expansion of the street lighting system including replacement of old equipment with superior equipment, installation of traffic signals at intersections and railroad crossings, replacement of equipment as required for relocations for street purposes, and purchase and installation of traffic signal control equipment.
- Expansion or installation of fences, raised medians or barriers for traffic safety; installation or addition to landscape treatment such as sod, shrubs, trees, irrigation, etc; installation or extension of curb, gutter, or sidewalks; and replacement of retaining walls to a higher standard.

- Servicing lighting systems and street or road traffic control devices including repainting and repairing traffic signals and lighting standards; furnishing of power for street and road lighting and traffic control devices.
- Mowing, tree trimming, and watering within the street right-of-way; replacing top soil, sod, shrubs, trees, irrigation facilities, etc. on the street and roadside; reseeding, resodding, and repairing of shoulders and approaches; reshaping or restoration of drainage channels and side slopes; cleaning or repairing of culverts and drains, or curb and gutter.

Moreover, the California court of Appeal for the Fourth District, in *Howard Jarvis Taxpayers Association v. City of Riverside* (1999) 73 Cal.App.4<sup>th</sup>679, has held that pre-existing street lighting assessments are exempt from Proposition 218.

#### Formula

The Landscaping and Lighting Act of 1972, in Section 22573, states that "The net amount to be assessed upon the lands within an assessment district may be apportioned by any formula or method which fairly distributes the net amount among all assessable lots or parcels in proportion to the estimated benefits to be received by each such lot or parcel from the improvements."

The landscaping element of the assessment formula recognizes that all properties within the City benefit from the maintenance of landscaping within the public right-of-way. The benefits are shared by all land uses within the City, and includes such benefits as aesthetic enjoyment, improved safety resulting from a regular tree trimming schedule and improved street sweeping capabilities resulting from trimming trees which may otherwise interfere with street sweeping operations. The majority of parcels with the Parkway and Median Maintenance Assessment District are residential parcels. A value of one (1) unit has been assigned to single family homes. Parcels in other land use categories were then evaluated and rated by comparison with the basic unit. The assignment of unit values is based primarily on the intensity of land use (Appendix A).

#### COST AND REVENUE ESTIMATES

The estimated costs of operating the District and revenue sources are shown in Appendix B of this report.

In conclusion, it is my opinion that the assessments within the Parkway and Median Maintenance Assessment District No. 91-1 are apportioned by a formula that fairly distributes the net cost in accordance with the benefits that are received.

ENGINEER'S REPORT SUBMITTED BY:

---

KIT NELL, P.E., CITY ENGINEER C30711

(DATE)

## **APPENDIX A**

### CITY OF PORT HUENEME

#### Apportionment Formula

The apportionment element of the assessment formula is calculated in accordance with the method described in a proceeding portion of this report. The following are typical site use codes as described by the Ventura County Assessors Office and their proposed Assessment Units. This list includes the majority of parcel uses within the City.

<b><u>Land Use</u></b>	<b><u>Code</u></b>	<b><u>Assessment Units</u></b>
<b><u>Residential</u></b>		
Single Family Residential	1111	1 Unit per parcel
Condominium/Townhome	1129	1 Unit per parcel
Open Space/Common Area	4000	Exempt
Apartments/Duplex	1150	0.75 per Unit
<b><u>Commercial</u></b>		
Small, Single Tenant	5000	2 Units per parcel
Vacant 50,000 SF +	5011	2 Units per parcel
Neighborhood Centers	5030	4 Units per parcel
Major Shopping Centers	5310	7 Units per parcel
<b><u>Trade/Services</u></b>		
Small Offices (1 or 2)	6000	2 Units per parcel
Mid-Size Office Bldgs.	6020	4 Units per parcel
Major Office Bldgs	6590	7 Units per parcel
Hospital/Lg. Medical Offices	6516	7 Units per parcel
<b><u>Industrial</u></b>		
Vacant Lots > 50,000 SF	2011	2 Units per parcel
Mid-Size Industrial	2000	4 Units per parcel
Multi-Tenant Industrial	2030	4 Units per parcel
Major Industry	2020	6 Units per parcel
Public Facilities	6711	Exempt
Parks	6712	Exempt
Public Schools	6812	Exempt
Redevelopment Agency	6535	Exempt

The 2007-08 Parkway and Median Assessment was \$24.32 per Assessment Unit.  
The 2008-09 Parkway and Median Assessment was \$24.32 per Assessment Unit.  
The 2009-10 Parkway and Median Assessment was \$24.32 per Assessment Unit.  
The 2010-11 Parkway and Median Assessment was \$24.32 per Assessment Unit.  
The 2011-12 Parkway and Median Assessment was \$24.32 per Assessment Unit.  
The 2012-13 Parkway and Median Assessment was \$24.32 per Assessment Unit.  
The 2013-14 Parkway and Median Assessment was \$24.32 per Assessment Unit.  
The 2014-15 Parkway and Median Assessment was \$24.32 per Assessment Unit  
The 2015-16 Parkway and Median Assessment was \$24.32 per Assessment Unit  
The estimated 2016-17 Parkway and Median Assessment is \$24.32 per Assessment Unit.

**APPENDIX B**

**PARKWAY AND MEDIAN MAINTENANCE ASSESSMENT DISTRICT NO. 91-1**

**Landscaping and Lighting Act of 1972**

**ESTIMATED BUDGET**

**FISCAL YEAR 2016-17**

ESTIMATED BEGINNING FUND BALANCE

July 1, 2016 \$ 0

ESTIMATED REVENUES

Special Assessment \$ 178,813

TOTAL REVENUES \$ 178,813

ESTIMATED EXPENDITURES

Parkway and Median Maintenance \$ 592,100

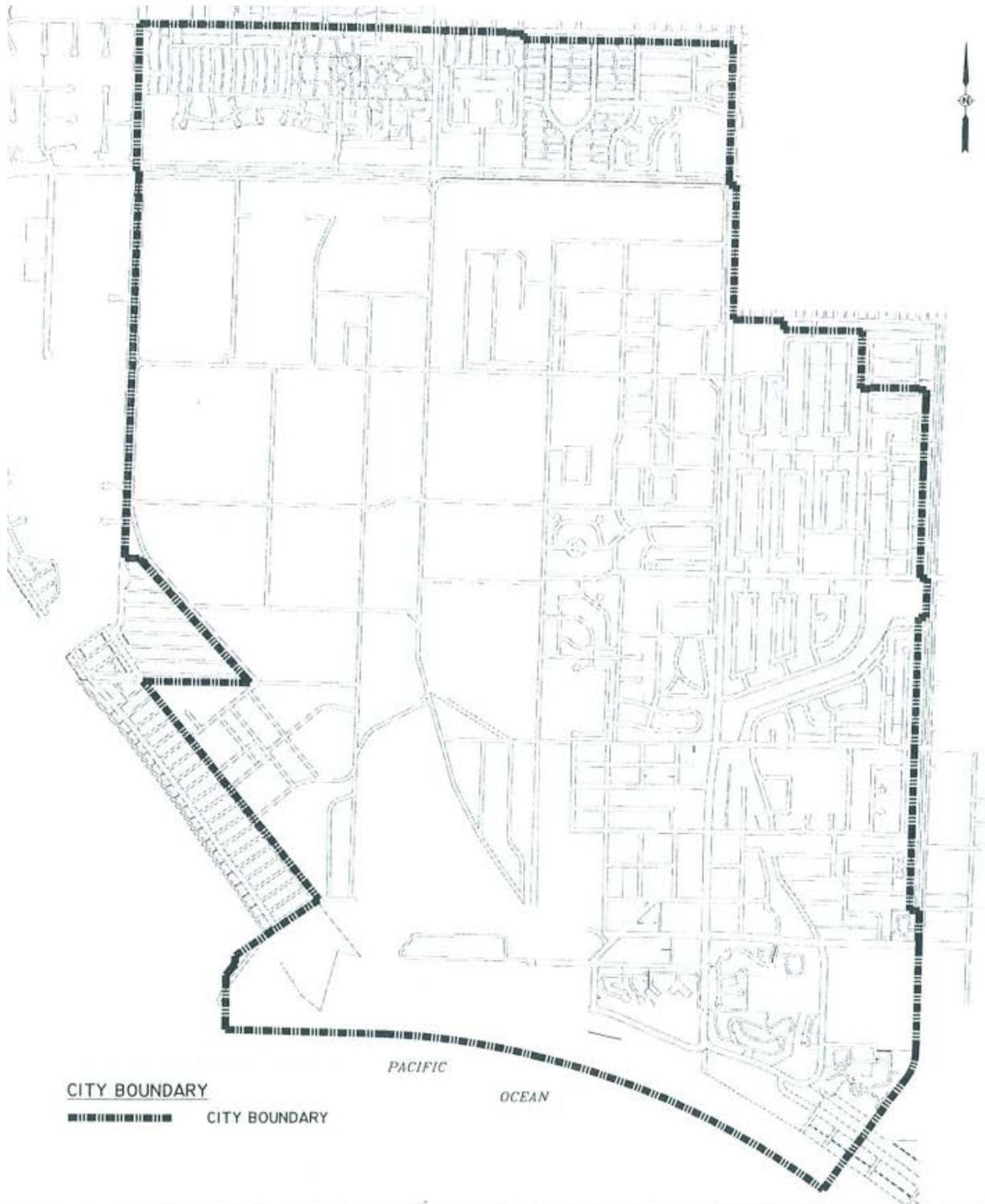
Engineering \$ 5,400

Administrative \$ 7,700

TOTAL EXPENDITURES \$ 605,200

ESTIMATED ENDING FUND BALANCE

June 30, 2017 \$ 0



PARKWAY AND MEDIAN MAINTENANCE  
ASSESSMENT DISTRICT NO. 91-I

C-1

**APPENDIX D**

Assessment Roll

The Assessment Roll shows the assessment upon each lot or parcel within this Assessment District and is on file in the Office of the City Clerk and in the office of the County Assessor and is made a part of this report.

**CITY OF PORT HUENEME**

**Engineer's Report**

PORT HUENEME DRAINAGE MAINTENANCE  
ASSESSMENT DISTRICT NO. 95-3



LANDSCAPE AND LIGHTING ACT OF 1972

**For Fiscal Year 2016-2017**

# TABLE OF CONTENTS

	Page
Preface.....	1
Description of Improvements.....	1
Assessment Roll .....	2
Method and Formula of Assessment.....	2
Cost and Revenue Estimates.....	3
Appendix A - Apportionment Formula .....	A-1
Appendix B - Proposed Assessments .....	B-1
- Budget 2016-17.....	B-2
Appendix C - Assessment Diagram .....	C-1
Appendix D - Assessment Roll.....	D-1
Appendix E - Resolutions.....	E-1

CITY OF PORT HUENEME  
Engineer's Report  
**PORT HUENEME DRAINAGE MAINTENANCE**  
**ASSESSMENT DISTRICT NO. 95-3**  
LANDSCAPE AND LIGHTING ACT OF 1972

For Fiscal Year 2016-17

PREFACE

This report is prepared in recognition of the requirements of Proposition 218 as stated in Articles XIIC and XIID of the California Constitution, and Chapters 1 and 4 of the "Landscaping and Lighting Act of 1972", being Part 2 of Division 15 of the California Streets and Highways Code.

This Assessment District, by special benefit assessments, will provide funding for drainage facilities within public right-of-way within the City of Port Hueneme. The items funded by the District are exempt from the procedural and approval requirements set forth in Section 5(a) of Article XIID that states:

*"... assessments existing on the effective date of this Article shall be exempt from the procedures and approval process set forth in Section 4 [if they were] imposed exclusively to finance the capital costs or maintenance and operation expenses for sidewalks, streets, sewers, water, flood control, drainage systems or vector control "*

As discussed herein, the improvements funded by the Assessment District for fiscal year 2016-17 are pre-existing and the assessments are used to fund the maintenance and operation expenses for a drainage system. Therefore, the Assessment District is exempt from the procedural and approval requirements of Article XIID.

DESCRIPTION OF MAINTENANCE AND IMPROVEMENTS

This report covers the levy of assessments for the period of July 1, 2016, through June 30, 2017. An updated report must be prepared each year to reflect the updated annual costs, future improvements and changes in parcelization.

Since formation of the District in 1995, a portion of the assessments has been used exclusively for maintenance and servicing of drainage system facilities owned by the City and located within public right-of-way within the boundaries of the City. Drainage system maintenance for FY 2016-17 includes all activities related to ensuring that the design storm-carrying capacity of the Hueneme Drain (Bubbling Springs Channel) is maintained. Reference is made to the plans and specifications currently on file at the City Engineer's Office relating to this system.

ASSESSMENT ROLL

All assessed lots or parcels of real property located within City boundaries are listed on the Assessment Roll (Appendix D) on file in the office of the City Clerk, which is made a part of this Report. These lots and parcels are more particularly described in maps prepared in accordance with Section 327 of the California

Revenue and Taxation Code and are on file in the office of the Ventura County Assessor in the County Government Center Administration Building, 800 South Victoria Avenue, Ventura, California, 93009 and are made a part of this Report.

## METHOD AND FORMULA OF ASSESSMENT

### Introduction

The exemptions from the procedural and approval requirements are set forth in Section 5 of Article XIID of Proposition 218 and include the following:

*"(a) any assessment imposed exclusively to finance the capital costs or maintenance and operation expenses for sidewalks, streets, sewers, water, flood control, drainage systems or vector control "*

The Port Hueneme Drainage Maintenance Assessment District No. 95-3 qualifies as an existing assessment with the district funding items in FY 2016-17 that are considered exempt under the provision (a) quoted above, specifically: "drainage systems" improvements.

Drainage System is defined by the *Federal-Aid Highway Program Manual* prepared by the U. S. Department of Transportation Federal Highway Administration as the construction, operation, or maintenance of facilities within the public right-of-way that "encourage a broad and unified effort to prevent uneconomic, hazardous, or incompatible use and development of the Nation's flood plains" and "to restore and preserve the natural and beneficial flood-plain values."

The City provides services for drainage purposes including, but not limited to, the following:

- Installation, expansion, operation, maintenance or servicing of vegetation to mitigate erosion and improve flood control.
- Channel clearing and debris removal.
- Reshoring and repairing of slopes to maintain the integrity of the drainage facility and to repair erosion.

### Formula

The Landscaping and Lighting Act of 1972, in Section 22573 of the Streets and Highways Code states that "The net amount to be assessed upon lands within an assessment district may be apportioned by any formula or method which fairly distributes the net amount among all assessable lots or parcels in proportion to the estimated benefits to be received by each lot or parcel from the improvements."

The apportionment formula recognizes that residential properties within the drainage area of the facilities being maintained through this District benefit from the maintenance of this drainage facility. This District assesses the residential properties within the drainage area of the Hueneme Drain (Bubbling Springs Channel) for the residential share of the cost to maintain this facility. Non-residential properties are not assessed in this District, and Port Hueneme Drainage Maintenance Assessment District No. 97-1 (proposed in FY 1997-98) would have assessed non-residential properties in Zones 2, 3, and 4, but received a majority protest and was not adopted.

The portion of the City north of Sunkist Street does not benefit from the facilities funded by this District because that area's drainage is provided through the Ventura County Flood Control District through separate channels. The Naval Base also does not benefit from these improvements because drainage facilities that exist on the Base drain west to the ocean, away from the facilities funded by this District. Finally, the Harbor District properties do not benefit from these improvements because their drainage flows directly into the harbor. The parcels within these areas are therefore not assessed for the drainage facilities funded by this District.

The assessment formula for District No. 95-3 recognizes that residential properties within the boundaries of Zones 2, 3, and 4 shown on the boundary map attached as Appendix C, drain into the drainage facility funded through the District; and therefore, benefit from the maintenance of this drainage facility and assessed in the District. The formula recognizes that residential properties have different levels of benefit depending upon the type of dwelling and household size. The formula takes these differences into consideration and fairly distributes the net amount among all residential parcels and lots within Zones 2, 3, and 4 as shown in Appendix A.

The spread of the benefit from the maintenance that is being provided through the District is shown on Appendix B-1. The level of service that will be funded by the FY 2016-17 assessment is expected to be approximately equal to that provided in FY 2015-16. Because the items funded are limited to drainage maintenance, all benefit accrues exclusively to Zones 2, 3, and 4. The assessment rates for each Zone are shown on Appendix B-1.

#### COST AND REVENUE ESTIMATES

The estimated costs of operating the District and revenue sources are shown in Appendix B-2 of this report.

In conclusion, it is my opinion that the assessments within the Drainage Maintenance Assessment District No. 95-3 are apportioned by a formula that fairly distributes the net cost in accordance with the benefits that are received.

ENGINEER'S REPORT SUBMITTED BY:

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KIT NELL, P.E., CITY ENGINEER C30711

(DATE)

## **APPENDIX A**

### CITY OF PORT HUENEME

#### Apportionment Formula

The apportionment element of the spread formula is calculated in accordance with the method described in a preceding portion of this report. The following are typical site use codes as described by the Ventura County Assessors Office and their proposed Assessment Units. This list includes the majority of parcel uses within the City.

<b><u>Land Use</u></b>	<b><u>Code</u></b>	<b><u>Assessment Units</u></b>
<b><u>Residential</u></b>		
Single Family Residential	1111	1 Unit per parcel
Condominium/Townhome	1129	1 Unit per parcel
Open Space/Common Area	4000	Exempt
Apartments/Duplex	1150	0.75 per Unit
<b><u>Commercial</u></b>		
Small, Single Tenant	5000	Exempt
Vacant 50,000 SF +	5011	Exempt
Neighborhood Centers	5030	Exempt
Major Shopping Centers	5310	Exempt
<b><u>Trade/Services</u></b>		
Small Offices (1 or 2)	6000	Exempt
Mid-Size Office Bldgs.	6020	Exempt
Major Office Bldgs	6590	Exempt
Hospital/Lg. Medical Offices	6516	Exempt
<b><u>Industrial</u></b>		
Vacant Lots > 50,000 SF	2011	Exempt
Mid-Size Industrial	2000	Exempt
Multi-Tenant Industrial	2030	Exempt
Major Industry	2020	Exempt
Public Facilities	6711	Exempt
Parks	6712	Exempt
Public Schools	6812	Exempt
Redevelopment Agency	6535	Exempt

The 2007-08 Drainage Maintenance Assessment was \$43.84 per Assessment Unit.  
The 2008-09 Drainage Maintenance Assessment was \$43.84 per Assessment Unit.  
The 2009-10 Drainage Maintenance Assessment was \$43.84 per Assessment Unit.  
The 2010-11 Drainage Maintenance Assessment was \$43.84 per Assessment Unit.  
The 2011-12 Drainage Maintenance Assessment was \$43.84 per Assessment Unit.  
The 2012-13 Drainage Maintenance Assessment was \$43.84 per Assessment Unit.  
The 2013-14 Drainage Maintenance Assessment was \$43.84 per Assessment Unit.  
The 2014-15 Drainage Maintenance Assessment was \$43.84 per Assessment Unit.  
The 2015-16 Drainage Maintenance Assessment was \$43.84 per Assessment Unit.  
The estimated 2016-17 Drainage Maintenance Assessment is \$43.84 per Assessment Unit.

**APPENDIX B-1**

**PROPOSED PORT HUENEME DRAINAGE MAINTENANCE**

**ASSESSMENT RATES FOR FY 2016-17**

**ASSESSMENT BREAKDOWN BY ZONE <sup>(1)</sup>**

<b><u>Zone</u></b>	<b><u>Total A.U. <sup>(2)</sup></u></b>	<b><u>Total Assessment</u></b>
Sunkist to Beach (2-4)	<u>4,221</u>	<u>\$185,049</u>
	4,221	\$185,049

**ASSESSMENT BREAKDOWN BY PARCEL**

<b><u>LAND USE</u></b>	<b><u>A.U.</u></b>	<b><u>ASSESSMENT PER UNIT</u></b>
Single Family Residential	1.0	\$ 43.84
Condominium/Townhome	1.0	\$ 43.84
Apartments/Duplex Unit	.75	\$ 32.88
Mobile Home	.75	\$ 32.88

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**Footnotes:**

- (1)** The Engineer's Report and Resolution Nos. 2282 and 2892 adopted by the City Council for the fiscal year commencing July 1, 1995, states that, the total assessment may be increased up to five percent annually. No increase is requested for FY 2016-17.
- (2)** A.U. stands for Assessment Units. Assessment Units are computed as the number of dwellings located within each zone times the corresponding Assessment Unit values shown in Appendix A.

**APPENDIX B-2**

**PORT HUENEME DRAINAGE MAINTENANCE  
ASSESSMENT DISTRICT NO. 95-3**

**Landscaping and Lighting Act of 1972**

**ESTIMATED BUDGET**

**FISCAL YEAR 2016-17**

ESTIMATED BEGINNING FUND BALANCE

July 1, 2016 \$ 0

ESTIMATED REVENUES

Special Assessment \$185,049

TOTAL REVENUES \$185,049

ESTIMATED EXPENDITURES

Maintenance Services \$ 162,200

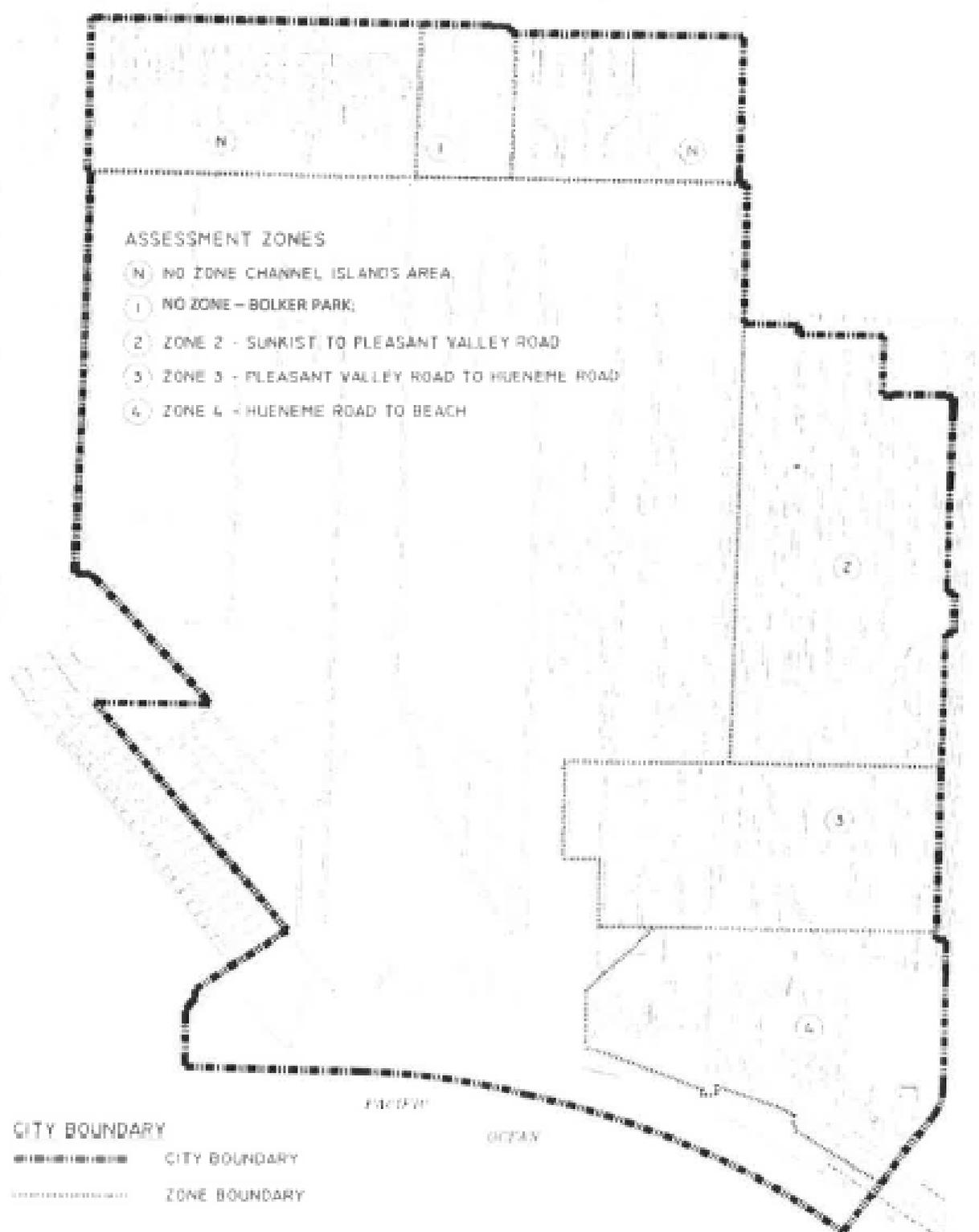
Engineering \$ 19,400

Administration \$ 7,700

TOTAL EXPENDITURES \$ 189,300

ESTIMATED ENDING FUND BALANCE

June 30, 2017 \$ 0



# PORT HUENEME DRAINAGE MAINTENANCE ASSESSMENT DISTRICT NO. 95-3

**APPENDIX D**

Assessment Roll

The Assessment Roll shows the assessment upon each lot or parcel within this Assessment District and is on file in the Office of the City Clerk and in the office of the County Assessor and are made a part of this report.



# City of Port Hueneme

## AGREEMENT FOR BILLING OF DIRECT ASSESSMENTS

This Agreement For Billing of Direct Assessments ("Agreement") is made and entered into between the *Ventura County Auditor-Controller* and ***the City of Port Hueneme*** ("Agency") to provide the service of placement of direct assessments on the Secured Tax Roll and distribution of collections to the ***Agency***.

### I. PROPERTY TAX SERVICES

Ventura County will place direct assessments on the Secured Tax Roll and distribute collections to the ***Agency*** at the same time and in the same manner as Ventura County property taxes are collected and distributed, and as authorized by law. The ***Agency*** will adhere to the policies and procedures established by the Ventura County Auditor-Controller as outlined in the Direct Assessment Submission Letter.

### II. FEES FOR SERVICES

For billing, collection, correction and administration of direct assessments, the Ventura County Auditor-Controller shall collect the following charges:

- A. A Direct Assessment Line Fee for the original submission will be charged in the amount of \$0.19 per assessment per parcel.
- B. For correction or removal of direct assessments requested by the ***Agency*** after extension of the tax roll, the Ventura County Auditor-Controller will collect \$13.00 per correction or removal. All corrections and removals must be submitted by the third Friday in February.
- C. An Administration and collection fee shall be charged in an amount not to exceed one-fourth of 1 percent of amounts collected.
- D. Collection fees and charges herein provided are subject to adjustment by the County via resolution of the Board of Supervisors at its annual Countywide Rates and Fees public hearing. The Ventura County Auditor-Controller reserves the right to increase or

decrease any charges herein provided, in proportion to any changes in costs incurred by the Auditor-Controller in providing the services described herein, provided that written notice of any increase or decrease in charges is given to the **Agency**.

### III. COLLECTION OF AUDITOR-CONTROLLER FEES

Direct Assessment billing, correction and removal charges are deducted once a year, in the April Secured Apportionment. Collection and administrative fees are deducted from each Apportionment distribution.

### IV. REQUEST FOR INFORMATION AND ACCOUNTING SERVICES

The Ventura County Auditor-Controller publishes a report of direct assessments levied for the tax year by parcel to the Auditor-Controller's website in January, May and July. Requests for information and accounting services beyond what is posted to the Website will be considered extended services and will be subject to additional charges and fees.

### v. AUTHORITY FOR LEVY AND COMPLIANCE WITH LAW

The authority for any levy, (i.e. resolution, ordinance or election), shall accompany requests for the levy of direct assessments. The **Agency** warrants that the taxes, fees, or assessments imposed by the **Agency** and collected pursuant to this Agreement comply with all requirements of state law, including but not limited to Articles XIIC and XIID of the California Constitution (Proposition 218).

The **Agency** hereby releases and forever discharges Ventura County and its officers, agents and employees from any and all claims, demands, liabilities, costs and expenses, damages, causes of action, and judgments, in any manner arising out of the **Agency's** responsibilities and representations under this Agreement or other action taken by the **Agency** in establishing a special tax, fee, or assessment and implementing collection of special taxes, fees, or assessments as contemplated in and/or pursuant to this Agreement.

The **Agency** agrees to and shall defend, indemnify and hold harmless Ventura County and its officers, agents and employees ("indemnified parties") from any and all claims, demands, liabilities, costs and expenses, damages, causes of action and judgments, in any manner arising out of any of the **Agency's** responsibilities and representations under this Agreement, or other action taken by the **Agency** in establishing a special tax, fee, or assessment and implementing collection of special taxes, fees, or assessments as contemplated in and/or pursuant to this Agreement.

If any judgment is entered against any indemnified party as a result of action taken to

implement this Agreement, the **Agency** agrees that Ventura County may offset the amount of any judgement paid by any indemnified party from any monies collected by Ventura County on the **Agency's** behalf, including property taxes, special taxes, fees, or assessments. Ventura County may, but is not required to, notify the **Agency** of its intent to implement any offset authorized by this paragraph.

**VI. TERMS OF AGREEMENT**

Upon execution, this Agreement terminates, supersedes and replaces all prior agreements between Ventura County Auditor-Controller and the **Agency** pertaining to the collection of direct assessments. This Agreement shall continue from year to year and shall be subject to cancellation by either party by giving a thirty-day written notice of cancellation to the other party.

**VII. AUTHORITY**

The above terms are accepted by the **Agency** and the undersigned further certifies that he/she is authorized to sign this Agreement and bind the **Agency** to its terms.

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Authorized Name: John Baker  
\_\_\_\_\_  
(PRINT)

Title: Interim City Manager  
\_\_\_\_\_  
(PRINT TITLE)

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**For Auditor-Controller Use Only**

Approved Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
SECTION MANAGER

Approved Name: \_\_\_\_\_  
(PRINT)

**CITY OF PORT HUENEME  
SPECIAL MEETING OF THE CITY COUNCIL**

**MAY 16, 2016**

**MINUTES**

The Special Meeting of the Port Hueneme City Council was called to order by Mayor Breeze at 6:03 p.m. in the City Council Chamber at City Hall, 250 North Ventura Road, Port Hueneme, California. The City Clerk called the roll:

PRESENT: Council Members Tom Figg, Jim Hensley, Sylvia Muñoz Schnopp; Mayor Pro Tem Jonathan Sharkey; Mayor Douglas A. Breeze.

ABSENT: None.

Staff members present were: John Baker, Interim City Manager; Karl Berger, Deputy City Attorney; Carmen Nichols, Deputy City Manager; Alvin Burrell, Interim Finance Director; Michele Kostenuik, City Clerk.

**AGENDA:**

The Council Members had previously received copies of the Agenda.

Mayor Pro Tem Sharkey, seconded by, Council Member Schnopp moved to approve the Agenda as presented. Motion carried unanimously.

**OPEN FORUM:** None.

**CLOSED SESSION:**

The Deputy City Attorney made the following announcement:

With respect to every item of business to be discussed in Closed Session, pursuant to the California Government Code:

- A. CONFERENCE WITH LABOR NEGOTIATORS  
(Pursuant to Government Code Section 54957.6)

AGENCY DESIGNATED REPRESENTATIVES: John Baker, Interim City Manager; Carmen Nichols, Deputy City Manager; Alvin Burrell, Interim Finance Director; Steven M. Berliner, Special Counsel.

EMPLOYEE ORGANIZATIONS: Port Hueneme Police Officers Association (PHPOA).

The City Council recessed to Closed Session at 6:04 p.m. The City Council reconvened following the Closed Session. There were no further announcements.

**ADJOURNMENT:**

Mayor Breeze, without objection, adjourned the meeting at 6:33 p.m. to the next Regular Meeting to be held May 16, 2016 at 6:30 p.m. in the City Council Chamber.

Respectfully submitted,

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Michele Kostenuik  
City Clerk

APPROVED:

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MAYOR BREEZE



**CITY OF PORT HUENEME  
REGULAR MEETING OF THE CITY COUNCIL**

**MAY 16, 2016**

**MINUTES**

The Regular Meeting of the Port Hueneme City Council was called to order by Mayor Breeze at 6:35 p.m. in the City Council Chamber at City Hall, 250 North Ventura Road, Port Hueneme, California. After the flag salute, Council Member Figg gave the Inspiration.

The City Clerk called the roll:

PRESENT: Council Members Tom Figg, Jim Hensley Sylvia Muñoz Schnopp; Mayor Pro Tem Jonathan Sharkey; Mayor Douglas A. Breeze.

ABSENT: None.

Staff members present were: John Baker, Interim City Manager; Karl H. Berger, Deputy City Attorney; Carmen Nichols, Deputy City Manager; Robert Albertson, Interim Chief of Police; Alvin Burrell, Interim Finance Director; Chris Theisen, Public Works Director; Tamah Figg, Code Compliance Manager; Michele Kostenuik City Clerk.

**AGENDA:**

The Council Members had previously received copies of the Agenda.

Council Member Schnopp, seconded by Mayor Pro Tem Sharkey, moved to approve the Agenda as presented. Motion carried unanimously.

**PRESENTATIONS:**

- A. PROCLAMATION FOR NATIONAL BEACH SAFETY/RIP CURRENT AWARENESS WEEK  
Action: Present proclamation acknowledging June 4-11, 2016 as National Beach Safety/Rip Current Awareness Week.

Mayor Breeze made remarks and presented a proclamation to Tim Burrows, Hueneme Beach Head Lifeguard. Four other Hueneme Beach lifeguards came up to receive the proclamation, each stated how many seasons they have served. Council Members commended the lifeguards for their dedication.

B. VENTURA COUNTY FIRE PROTECTION DISTRICT PRESENT RESULTS OF CITY OF PORT HUENEME FIRE DISTRICT RESPONSES ANALYSIS QUARTER 4 2015 REPORT

Action: Chief Norm Plott will present emergency response metrics results for the City of Port Hueneme.

Mayor Breeze introduced Chief Plott, Ventura County Fire Protection District. Chief Plott made announcements and presented/reviewed results of the report. Council Members asked questions.

C. VENTURA COUNTY ANIMAL SERVICES

Action: Representatives from the Ventura County Animal Services will explain the increase in costs and billing for their services. It is recommended the City Council authorize additional funds of \$35,000 from the General Fund for the Ventura County Animal Services (VCAS) contract.

Mayor Breeze welcomed Ventura County Animal Services (VCAS) staff for attending. Interim City Manager, John Baker gave an overview of the report. Barry Fisher, Ventura County Director of Public Health explained the history and succession of events that occurred over the last few years regarding the increased costs to agencies for animal services. He stated the County utilizes a cost sharing system which is comprised of a base cost plus the number of intakes to determine each agencies yearly fee. The Fiscal Analyst from the VCAS and Donna Gillesby, VCAS Executive Director spoke regarding programs, staffing, re-organization, improvements to the facility, and regulatory requirements. Discussion ensued among Council Members regarding the spike in yearly costs to the City, requirements, and seeking alternative options for animal services.

Council Member Schnopp, seconded by Mayor Pro Tem Sharkey, moved to approve the recommendation as presented. The motion carried 3-1-1 by the following roll call vote.

AYES: Council Members Schnopp; Mayor Pro Tem Sharkey; Mayor Breeze

NOES: Council Member Figg

ABSTAINING: Council Member Hensley

ABSENT: None.

**OPEN FORUM:**

Mayor Breeze asked if anyone present wished to speak on any matter not on the Agenda. The following persons requested to speak:

1. Catherine Broude, Port Hueneme

- Had concerns regarding California Joint Powers Insurance Authority (CJPIA) settlement/claim issue and Mar Vista Apartments ventilation issue.
2. Charles Young, Port Hueneme  
Commented on his concerns regarding Mar Vista Apartments safety issues.
  3. Betty Johnson, Port Hueneme  
Commented on editorial regarding California Joint Powers Insurance Authority (CJPIA) settlement and budget issues.
  4. Steven Gama, Port Hueneme  
Commented on the Mar Vista Apartments ventilation issues and Workers' Compensation concerns.
  5. Will Berg, Port Hueneme  
Spoke positively of the economic impact report results regarding the Port of Hueneme and the increase in local jobs.
  6. Tracy Sisson Phillips, CEO Hueneme Chamber of Commerce  
Announced upcoming events in the community, thanked City staff, and commented on Ventura County Lodging Association (VCLA).
  7. Dawn Hamilton, Port Hueneme  
Spoke about the Relay for Life event on June 25, 2016 at Hueneme High School.

**PUBLIC HEARING:**

- A. **ADOPT RESOLUTION NO. 4140 GRANTING SPECIAL USE PERMIT NO. 04-16 FOR THE TRIPLE CROWN SPORTS BEACH PARTY EVENT AT PORTHUENEME BEACH**  
Action: It is recommended the City Council: (1) open the public hearing to take testimonial and documentary evidence; (2) close the public hearing and consider the evidence; and (3) after considering the evidence, do the following:
  1. Adopt Resolution No. 4140 that conditionally approves Special Use Permit No. 04-16 for the Triple Crown Beach Party at Hueneme Beach Park; and
  2. Authorize the Deputy City Manager to file a Notice of Final Action with the California Coastal Commission and Notice of Exemption in accordance with provisions of the California Coastal Act and California Environmental Quality Act ("CEQA").

Deputy City Manager, Carmen Nichols gave an overview of the report. Discussion ensued between Council Members and staff. There was a concern raised with a condition in the agreement in regards to restricting beach right access to the public during the event. Staff was requested to investigate the requirements regarding this concern within the agreement. Other comments included benefits to the City of having

events at the beach, providing extra coverage with lifeguards and police/reserve officers.

Mayor Breeze opened the public hearing and asked if anyone present wished to speak. The following persons requested to speak:

1. Ruben Franco, Holiday Inn Express Port Hueneme Owner /Ventura County Lodging Association Member (VCLA)  
Spoke in support of the City hosting tournaments.

Discussion ensued among Council Members.

Mayor Breeze closed the public hearing.

Council Member Schnopp, seconded by Mayor Pro Tem Sharkey, moved to approve moved to approve staff's recommendation as presented. The motion carried 4-1 by the following roll call vote.

AYES: Council Members Hensley; Schnopp; Mayor Pro Tem Sharkey; Mayor Breeze.

NOES: None.

ABSTAINING: Council Member Figg

ABSENT: None.

RESOLUTION NO. 4140  
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORT HUENEME, CALIFORNIA DEEMING A TEMPORARY EVENT EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT AND CONDITIONALLY APPROVING SPECIAL USE PERMIT NO. 04-16 FOR THE TRIPLE CROWN SPORTS BEACH PARTY EVENT (Case Number SUP 04-16)

**CONSENT AGENDA:**

- A. APPROVAL OF MINUTES  
Action: It is recommended the City Council approve the Minutes of the May 2, 2016 Regular Meeting.
- B. CASH DISBURSEMENTS RATIFICATION  
Action: It is recommended the City Council ratify the cash disbursements listing for the period April 23, 2016 through May 6, 2016.
- C. AUTHORIZATION TO GRANT A LICENSE TO THE U.S. GOVERNMENT FOR GUARD RAIL PURPOSES

Action: It is recommended the City Council authorize the Interim City Manager to execute a License with the U.S. Government granting the U.S. Government the right to construct, operate, and maintain a guard rail system along eastbound Channel Islands Boulevard between Patterson Road and Ventura Road.

D. ADOPTION OF RESOLUTION APPROVING THE REVISED SEWER SYSTEM MANAGEMENT PLAN (SSMP)

Action: It is recommended the City Council adopt the Resolution approving the updated Sewer System Management Plan (SMMP) and directing staff to implement the SSMP by updating the California Integrated Water Quality System database.

RESOLUTION NO. 4141

A RESOLUTION ADOPTING THE REVISED CITY OF PORT HUENEME'S SEWER SYSTEM MANAGEMENT PLAN AS RECOMMENDED BY THE STATE WATER RESOURCES CONTROL BOARD.

E. ADOPTION OF A RESOLUTION APPROVING THE CITY'S INCLUSION INTO THE DEPARTMENT OF RESOURCES RECYCLING AND RECOVERY BEVERAGE CONTAINER RECYCLING PAYMENT PROGRAM

Action: It is recommended the City Council adopt the Resolution approving the City's inclusion into the Department of Resources Recycling and Recovery Beverage Container Recycling Program (CalRecycle).

RESOLUTION NO. 4141

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORT HUENEME AUTHORIZING SUBMITTAL OF APPLICATION FOR PAYMENT PROGRAMS AND RELATED AUTHORIZATIONS

F. AUTHORIZATION TO AWARD FUEL PURCHASE CONTRACT FOR CITY OPERATED VEHICLES AND EQUIPMENT

Action: It is recommended the Council authorize the Public Works Director to award a Fuel Purchase Contract (three years effective July 1, 2016) to SC Fuels.

(Item 8.A was removed by Council Member Hensley for discussion)

Council Member Schnopp, seconded by Mayor Pro Tem Sharkey moved to approve the Consent Agenda as presented. Council Member Hensley objected to the minutes and requested that Item 8.A be pulled for discussion.

Mayor Pro Tem Sharkey, seconded by Council Member Schnopp moved to approve with removal of Item 8.A. The motion carried 5-0.

Council Member Hensley requested the Minutes of May 2, 2016 under public comments include titles and more detail of the persons speaking. Specifically to include: Steve Gama provided a risk management plan; Casey Graham's title of Assistant Head Lifeguard; and Isabel DeMula, Grand Juror.

Council Member Hensley, seconded by Council Member Schnopp moved to approve Item 8.A as amended. The motion carried 5-0.

**COUNCIL MEMBERS' REPORTS, COMMENTS, AND REQUESTS FOR FUTURE AGENDA ITEMS:**

Council Member Schnopp made comments about the Amgen Tour coming through the City on May 17; the Public Utilities Commission; and the Chumash Culture speaking event at the Port Hueneme Museum.

Council Member Hensley commented on his attendance at seventeen different events over the last two weeks at no cost to the City.

Mayor Pro Tem Sharkey commented on the Amgen Tour on May 17 and appreciates Mayor Breeze's leadership.

Mayor Breeze commented on the Relay for Life event and requested staff post it on the City website; the Port Hueneme Speakers Series schedule also requested to be posted on the website; Mar Vista Apartments report and update be on the next agenda; and Workers' Compensation costs.

**CONTINUATION OF OPEN FORUM:** None.

**CITY MANAGER REPORTS/COMMENTS:**

Interim City Manager, John Baker requested the Council have a Special Meeting on May 23, 2016 to review the preliminary budget for FY 2016-17. He stated the document will be driven by previously developed goals, and include actions and recommendations from the meeting held on March 21, 2016, as well as include various options. He also recommended that a two year budget cycle be considered.

**CLOSED SESSION:** None.

**ADJOURNMENT:**

Mayor Breeze, without objection, adjourned the meeting at 8:56 p.m. to the next Special Meeting to be held May 23, 2016 at 6:30 p.m. in the City Council Chambers.

Respectfully submitted,

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Michele Kostenuik  
City Clerk

APPROVED:

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MAYOR BREEZE



**CITY OF PORT HUENEME**  
**CASH DISBURSEMENTS**  
**For the period May 7, 2016 through May 27, 2016**

June 6, 2016

Presented are the cash disbursements issued by the Finance Dept. for the period May 7, 2016 through May 27, 2016. Shown are cash disbursements by date of occurrence and type of payment.

<b>Date</b>	<b>Type of Payment</b>	<b>Attachment</b>	<b>Amount</b>
<b>May 13, 2016</b>	EFT Transaction 5463 A/P Checks 107163-107200	A	\$334,547.35
<b>May 13, 2016</b>	Payroll Distribution	B	\$223,949.51
<b>May 19, 2016</b>	Payroll Distribution	C	\$8,372.89
<b>May 23, 2016</b>	A/P Checks 107201-107290	D	\$255,895.04
<b>May 27, 2016</b>	Payroll Distribution	E	\$226,694.36
<b>May 27, 2016</b>	EFT Transaction 5464 A/P Checks 107291-107320	F	\$40,042.80
<b>Total</b>			<b><u>\$1,089,501.95</u></b>



## Transactions for 5/13/2016

Date: 5/31/2016

Vendor Name	Description	Check Date	Number	Amount
PORT HUENEME POLICE OFCR ASSN	PAYROLL SUMMARY	5/13/2016	5463	1,578.84
MISC AP VENDOR	FINAL BILL REFUND	5/13/2016	107163	26.44
ALCANTAR, PETER	BOOT ALLOWANCE	5/13/2016	107164	192.84
ALLIANT INSURANCE SERVICES	CRIME1617 RENEWAL	5/13/2016	107165	1,108.00
AMERICAN FIDELITY ASSURANCE	PAYROLL SUMMARY	5/13/2016	107166	1,901.02
AMERICAN FIDELITY ASSURANCE	BALANCE DUE 4/15/16	5/13/2016	107166	856.40
AMERICAN FIDELITY ASSURANCE COMPANY	PAYROLL SUMMARY	5/13/2016	107167	1,390.92
AMERICAN FUNDS SERVICE COMPANY	PAYROLL SUMMARY	5/13/2016	107168	30.00
MISC AP VENDOR	MANUAL CHECK	5/13/2016	107169	250.00
MISC AP VENDOR	FINAL BILL REFUND	5/13/2016	107170	290.08
DST SYSTEMS INC	PAYROLL SUMMARY	5/13/2016	107171	3,631.16
MISC AP VENDOR	FINAL BILL REFUND	5/13/2016	107172	15.46
MISC AP VENDOR	FINAL BILL REFUND	5/13/2016	107173	51.14
FRONTIER COMMUNICATIONS	805-271-0690-091900-5 UB	5/13/2016	107174	50.36
FRONTIER COMMUNICATIONS	805-488-3611-010168-5 UB	5/13/2016	107174	118.58
FRONTIER COMMUNICATIONS	805-986-3538-011498-5 UB	5/13/2016	107174	308.27
GOLD COAST TRANSIT	APR'16 TICKETS/PASS SALES	5/13/2016	107175	450.00
GONZALEZ, ALMA	SECURITY DEPOSIT REFUND	5/13/2016	107176	425.00
HCS 149 C STREET, LLC	R-1367 149 W "C" ST	5/13/2016	107177	2,011.16
HOME DEPOT CREDIT SERVICES	FM SUPPLIES	5/13/2016	107178	439.99
HOME DEPOT CREDIT SERVICES	FM SUPPLIES	5/13/2016	107178	325.31
HOME DEPOT CREDIT SERVICES	FM SUPPLIES	5/13/2016	107178	12.86
HOME DEPOT CREDIT SERVICES	FM SUPPLIES	5/13/2016	107178	29.67
HOME DEPOT CREDIT SERVICES	FM SUPPLIES	5/13/2016	107178	180.30
HOME DEPOT CREDIT SERVICES	FM SUPPLIES	5/13/2016	107178	227.34
HOME DEPOT CREDIT SERVICES	FM SUPPLIES	5/13/2016	107178	271.12
HOME DEPOT CREDIT SERVICES	FM SUPPLIES	5/13/2016	107178	184.78
HOME DEPOT CREDIT SERVICES	FM SUPPLIES	5/13/2016	107178	64.44
HOME DEPOT CREDIT SERVICES	CREDIT MEMO	5/13/2016	107178	-64.44
HOME DEPOT CREDIT SERVICES	FM SUPPLIES	5/13/2016	107178	63.43
HOME DEPOT CREDIT SERVICES	FM SUPPLIES	5/13/2016	107178	651.80
HOME DEPOT CREDIT SERVICES	FM SUPPLIES	5/13/2016	107178	288.10
HOME DEPOT CREDIT SERVICES	STREETS SUPPLIES	5/13/2016	107178	330.90
HOME DEPOT CREDIT SERVICES	WASTEWATER SUPPLIES	5/13/2016	107178	48.51
HOME DEPOT CREDIT SERVICES	WASTEWATER SUPPLIES	5/13/2016	107178	195.70
HOME DEPOT CREDIT SERVICES	CD SUPPLIES	5/13/2016	107178	90.77
KLOERIS, SHARON	APR'16 CLASSES	5/13/2016	107179	520.00
KOSTENUIK, MICHELE	MILEAGE REIMBURSEMENT	5/13/2016	107180	119.88
LEAGUE OF CALIFORNIA CITIES	2016 MEMBERSHIP DUES	5/13/2016	107181	150.00
LIEBERT CASSIDY WHITMORE	SERVICES THRU 3/31/16	5/13/2016	107182	196.00
LIEBERT CASSIDY WHITMORE	SERVICES THRU 3/31/16	5/13/2016	107182	3,495.60
LIEBERT CASSIDY WHITMORE	SERVICES THRU 3/31/16	5/13/2016	107182	521.50
LIEBERT CASSIDY WHITMORE	SERVICES THRU 3/31/16	5/13/2016	107182	292.50

## Transactions for 5/13/2016

Date: 5/31/2016

Vendor Name	Description	Check Date	Number	Amount
LIEBERT CASSIDY WHITMORE	SERVICES THRU 3/31/16	5/13/2016	107182	130.00
LIEBERT CASSIDY WHITMORE	SERVICES THRU 3/31/16	5/13/2016	107182	6,279.80
LIEBERT CASSIDY WHITMORE	SERVICES THRU 3/31/16	5/13/2016	107182	650.00
LIEBERT CASSIDY WHITMORE	SERVICES THRU 3/31/16	5/13/2016	107182	292.50
LOWE'S	FM SUPPLIES	5/13/2016	107183	11.92
LOWE'S	FM SUPPLIES	5/13/2016	107183	23.55
LOWE'S	FM SUPPLIES	5/13/2016	107183	47.67
LOWE'S	WASTEWATER SUPPLIES	5/13/2016	107183	51.24
MISC AP VENDOR	MANUAL CHECK	5/13/2016	107184	221.21
MISC AP VENDOR	FINAL BILL REFUND	5/13/2016	107185	33.95
NRS	PAYROLL SUMMARY	5/13/2016	107186	520.33
PORT HUENEME WATER AGENCY	APR'16 FIXED O&M	5/13/2016	107187	122,435.45
PORT HUENEME WATER AGENCY	APR'16 VARIABLE COSTS	5/13/2016	107187	122,726.05
PORT HUENEME, CITY OF	2671-1025784 UTIL BILL	5/13/2016	107188	1,000.10
PORT HUENEME, CITY OF	2671-1026336 UTIL BILL	5/13/2016	107188	934.86
PORT HUENEME, CITY OF	2671-1026356 UTIL BILL	5/13/2016	107188	605.86
PORT HUENEME, CITY OF	2671-1026488 UTIL BILL	5/13/2016	107188	829.72
PORT HUENEME, CITY OF	2671-1031536 UTIL BILL	5/13/2016	107188	169.08
PORT HUENEME, CITY OF	2671-1032416 UTIL BILL	5/13/2016	107188	134.26
PORT HUENEME, CITY OF	2671-1032782 UTIL BILL	5/13/2016	107188	498.02
PORT HUENEME, CITY OF	2671-1032784 UTIL BILL	5/13/2016	107188	650.66
PORT HUENEME, CITY OF	2671-1032786 UTIL BILL	5/13/2016	107188	423.26
PORT HUENEME, CITY OF	2671-1032788 UTIL BILL	5/13/2016	107188	378.46
PORT HUENEME, CITY OF	2671-1032790 UTIL BILL	5/13/2016	107188	1,492.58
PORT HUENEME, CITY OF	2671-1032792 UTIL BILL	5/13/2016	107188	1,435.54
PORT HUENEME, CITY OF	2671-1032794 UTIL BILL	5/13/2016	107188	311.26
PORT HUENEME, CITY OF	2671-1032796 UTIL BILL	5/13/2016	107188	1,000.98
PORT HUENEME, CITY OF	2671-1032798 UTIL BILL	5/13/2016	107188	3,119.84
PORT HUENEME, CITY OF	2671-1032800 UTIL BILL	5/13/2016	107188	155.64
PORT HUENEME, CITY OF	2671-1032802 UTIL BILL	5/13/2016	107188	342.62
PORT HUENEME, CITY OF	2671-1032804 UTIL BILL	5/13/2016	107188	506.98
PORT HUENEME, CITY OF	2671-1032806 UTIL BILL	5/13/2016	107188	329.18
PORT HUENEME, CITY OF	2671-1032808 UTIL BILL	5/13/2016	107188	160.12
PORT HUENEME, CITY OF	2671-1032810 UTIL BILL	5/13/2016	107188	311.26
PORT HUENEME, CITY OF	2671-1032812 UTIL BILL	5/13/2016	107188	311.26
PORT HUENEME, CITY OF	2671-1032814 UTIL BILL	5/13/2016	107188	311.26
PORT HUENEME, CITY OF	2671-1032816 UTIL BILL	5/13/2016	107188	315.74
PORT HUENEME, CITY OF	2671-1032818 UTIL BILL	5/13/2016	107188	311.26
PORT HUENEME, CITY OF	2671-1032820 UTIL BILL	5/13/2016	107188	311.26
PORT HUENEME, CITY OF	2671-1032822 UTIL BILL	5/13/2016	107188	311.26
PORT HUENEME, CITY OF	2671-1032824 UTIL BILL	5/13/2016	107188	311.26
PORT HUENEME, CITY OF	2671-1032826 UTIL BILL	5/13/2016	107188	315.74
PORT HUENEME, CITY OF	2671-1032828 UTIL BILL	5/13/2016	107188	506.98

## Transactions for 5/13/2016

Date: 5/31/2016

Vendor Name	Description	Check Date	Number	Amount
PORT HUENEME, CITY OF	2671-1032838 UTIL BILL	5/13/2016	107188	155.64
PORT HUENEME, CITY OF	2671-1032840 UTIL BILL	5/13/2016	107188	542.82
PORT HUENEME, CITY OF	2671-1032842 UTIL BILL	5/13/2016	107188	311.26
PORT HUENEME, CITY OF	2671-1032844 UTIL BILL	5/13/2016	107188	547.30
PORT HUENEME, CITY OF	2671-1032846 UTIL BILL	5/13/2016	107188	1,059.22
PORT HUENEME, CITY OF	2671-1032848 UTIL BILL	5/13/2016	107188	542.82
PORT HUENEME, CITY OF	2671-1032850 UTIL BILL	5/13/2016	107188	342.62
PORT HUENEME, CITY OF	2671-1032852 UTIL BILL	5/13/2016	107188	547.30
PORT HUENEME, CITY OF	2671-1032854 UTIL BILL	5/13/2016	107188	2,639.46
PORT HUENEME, CITY OF	2671-1032856 UTIL BILL	5/13/2016	107188	311.26
PORT HUENEME, CITY OF	2671-1032860 UTIL BILL	5/13/2016	107188	1,792.74
PORT HUENEME, CITY OF	2671-1032862 UTIL BILL	5/13/2016	107188	569.70
PORT HUENEME, CITY OF	2671-1032864 UTIL BILL	5/13/2016	107188	311.26
PORT HUENEME, CITY OF	2671-1032866 UTIL BILL	5/13/2016	107188	807.14
PORT HUENEME, CITY OF	2671-1032868 UTIL BILL	5/13/2016	107188	605.54
PORT HUENEME, CITY OF	2671-1032870 UTIL BILL	5/13/2016	107188	311.26
PORT HUENEME, CITY OF	2671-1032872 UTIL BILL	5/13/2016	107188	551.78
PORT HUENEME, CITY OF	2671-1032874 UTIL BILL	5/13/2016	107188	578.66
PORT HUENEME, CITY OF	2671-1032876 UTIL BILL	5/13/2016	107188	502.50
PORT HUENEME, CITY OF	2671-1032878 UTIL BILL	5/13/2016	107188	506.98
PORT HUENEME, CITY OF	2671-1032880 UTIL BILL	5/13/2016	107188	342.62
PORT HUENEME, CITY OF	2671-1032882 UTIL BILL	5/13/2016	107188	62.26
PORT HUENEME, CITY OF	2671-1032884 UTIL BILL	5/13/2016	107188	347.10
PORT HUENEME, CITY OF	2671-1032886 UTIL BILL	5/13/2016	107188	610.34
PORT HUENEME, CITY OF	2671-1032888 UTIL BILL	5/13/2016	107188	187.00
PORT HUENEME, CITY OF	2671-1032890 UTIL BILL	5/13/2016	107188	134.26
PORT HUENEME, CITY OF	2671-1032892 UTIL BILL	5/13/2016	107188	134.26
PORT HUENEME, CITY OF	2671-1032894 UTIL BILL	5/13/2016	107188	498.02
PORT HUENEME, CITY OF	2671-1032898 UTIL BILL	5/13/2016	107188	888.10
PORT HUENEME, CITY OF	2671-1032900 UTIL BILL	5/13/2016	107188	267.96
PORT HUENEME, CITY OF	2671-1032902 UTIL BILL	5/13/2016	107188	339.64
PORT HUENEME, CITY OF	2671-1032926 UTIL BILL	5/13/2016	107188	520.42
PORT HUENEME, CITY OF	2671-1032968 UTIL BILL	5/13/2016	107188	134.26
PORT HUENEME, CITY OF	2671-1032970 UTIL BILL	5/13/2016	107188	233.14
PORT HUENEME, CITY OF	2671-1032972 UTIL BILL	5/13/2016	107188	84.66
PORT HUENEME, CITY OF	2671-1032976 UTIL BILL	5/13/2016	107188	134.26
PORT HUENEME, CITY OF	2671-1032978 UTIL BILL	5/13/2016	107188	134.26
PORT HUENEME, CITY OF	2671-1032980 UTIL BILL	5/13/2016	107188	134.26
PORT HUENEME, CITY OF	2671-1032982 UTIL BILL	5/13/2016	107188	98.10
PORT HUENEME, CITY OF	2671-1032984 UTIL BILL	5/13/2016	107188	134.26
PORT HUENEME, CITY OF	2671-1032986 UTIL BILL	5/13/2016	107188	116.02
PORT HUENEME, CITY OF	2671-1032988 UTIL BILL	5/13/2016	107188	147.70
PORT HUENEME, CITY OF	2671-1032992 UTIL BILL	5/13/2016	107188	311.26

## Transactions for 5/13/2016

Date: 5/31/2016

Vendor Name	Description	Check Date	Number	Amount
PORT HUENEME, CITY OF	2671-1033042 UTIL BILL	5/13/2016	107188	134.26
PORT HUENEME, CITY OF	2671-1033052 UTIL BILL	5/13/2016	107188	62.26
PORT HUENEME, CITY OF	2671-1033054 UTIL BILL	5/13/2016	107188	62.26
PORT HUENEME, CITY OF	2671-1033056 UTIL BILL	5/13/2016	107188	62.26
PORT HUENEME, CITY OF	2671-1033058 UTIL BILL	5/13/2016	107188	524.90
PORT HUENEME, CITY OF	2671-1033452 UTIL BILL	5/13/2016	107188	311.26
PORT HUENEME, CITY OF	2683-1026490 UTIL BILL	5/13/2016	107188	671.64
PORT HUENEME, CITY OF	2689-1026470 UTIL BILL	5/13/2016	107188	513.56
PORT HUENEME, CITY OF	11501-1023530 UTIL BILL	5/13/2016	107188	1,329.92
PORT HUENEME, CITY OF	22341-1030632 UTIL BILL	5/13/2016	107188	200.77
PORT HUENEME, CITY OF	19231-1026480 UTIL BILL	5/13/2016	107188	1,027.89
PORT HUENEME, CITY OF	16173-1030962 UTIL BILL	5/13/2016	107188	200.77
PORT HUENEME, CITY OF	2697-1026496 UTIL BILL	5/13/2016	107188	525.41
PORT HUENEME, CITY OF	2691-1026494 UTIL BILL	5/13/2016	107188	489.84
PORT HUENEME, CITY OF	2685-1026468 UTIL BILL	5/13/2016	107188	600.50
PREFERRED BENEFIT	MAY'16 PREIMUMS	5/13/2016	107189	4,523.80
MISC AP VENDOR	FINAL BILL REFUND	5/13/2016	107190	273.96
SEIU, LOCAL 721	PAYROLL SUMMARY	5/13/2016	107191	3.50
SEIU, LOCAL 721	PAYROLL SUMMARY	5/13/2016	107191	775.50
MISC AP VENDOR	FINAL BILL REFUND	5/13/2016	107192	90.83
TOSHIBA BUSINESS SOLUTIONS	591516-011C COPIER	5/13/2016	107193	61.32
TOSHIBA BUSINESS SOLUTIONS	591516-011C COPIER	5/13/2016	107193	61.32
TOSHIBA BUSINESS SOLUTIONS	591516-011C COPIER	5/13/2016	107193	61.32
TOSHIBA FINANCIAL SERVICES	500-0460763-000 COPIER	5/13/2016	107194	30.41
TOSHIBA FINANCIAL SERVICES	500-0460763-000 COPIER	5/13/2016	107194	30.42
TOSHIBA FINANCIAL SERVICES	500-0460763-000 COPIER	5/13/2016	107194	30.42
MISC AP VENDOR	FINAL BILL REFUND	5/13/2016	107195	26.33
UNITED WAY OF VENTURA COUNTY	PAYROLL SUMMARY	5/13/2016	107196	87.00
VANTAGE TRSFER-800897	PAYROLL SUMMARY	5/13/2016	107197	317.99
VANTAGEPOINT TRSF-301495	PAYROLL SUMMARY	5/13/2016	107198	6,153.59
WEX BANK	APR'16 FUEL PURCHASES	5/13/2016	107199	906.18
MISC AP VENDOR	FINAL BILL REFUND	5/13/2016	107200	322.84
				<b><u>\$334,547.35</u></b>

CITY OF PORT HUENEME  
PAYROLL CASH DISBURSEMENT FOR

ATTACHMENT B

MAY 13, 2016

**SALARY DISTRIBUTIONS**

PAYROLL DIRECT DEPOSIT TOTALS:	213,873.48	
PAYROLL CHECK REGISTER:	<u>10,076.03</u>	<b>223,949.51</b>
<b>TOTAL DISBURSEMENT:</b>	<b><u>223,949.51</u></b>	

CITY OF PORT HUENEME  
PAYROLL CASH DISBURSEMENT FOR  
MANUAL CHECK  
MAY 19, 2016

ATTACHMENT C

SALARY DISTRIBUTIONS

PAYROLL DIRECT DEPOSIT TOTALS:

PAYROLL CHECK REGISTER:

8,372.89

8,372.89

TOTAL DISBURSEMENT:

8,372.89

## Transactions for 5/23/2016

Date: 5/31/2016

Vendor Name	Description	Check Date	Number	Amount
ACCESS INFORMATION MANAGEMENT	FEB'16 SERVICE	5/23/2016	107201	786.19
ACCESS INFORMATION MANAGEMENT	APR'16 SERVICE	5/23/2016	107201	812.39
ACCESS INFORMATION MANAGEMENT	MAY'16 SERVICE	5/23/2016	107201	838.58
ADAMS, LINETTE	TRAINING REIMB	5/23/2016	107202	25.00
AFTERMATH, INC	4/8/16 SERVICE	5/23/2016	107203	245.00
AFTERMATH, INC	4/20/16 SERVICE	5/23/2016	107203	245.00
ALL CITY MANAGEMENT SERVICES, INC	4/24/16-5/7/16 SERVICE	5/23/2016	107204	3,336.00
ALWI PEST CONTROL	730 JANE DR	5/23/2016	107205	140.00
BC COASTAL PAINTING	730 JANE DR	5/23/2016	107206	650.00
BC COASTAL PAINTING	785 JANE DR	5/23/2016	107206	650.00
BC COASTAL PAINTING	249 E "A" ST #5	5/23/2016	107206	650.00
BCP SYSTEMS, INC	BILL ACCEPTOR LABOR/RPRS	5/23/2016	107207	218.48
BLACK AND WHITE EMERGENCY VEHICLES	EQUIPMENT INSTALLATION	5/23/2016	107208	4,851.54
BSN CONSTRUCTION	JERRY DRIVE	5/23/2016	107209	3,000.00
CAIN, LINDA	APR'16 MEAL DELIVERIES	5/23/2016	107210	8.64
CALIFORNIA WOOD RECYCLING	APRIL 1-15, 2016	5/23/2016	107211	2,544.50
CAPCO ANALYTICAL SERVICES, INC	APR'16 SERVICE	5/23/2016	107212	780.00
CAPCO ANALYTICAL SERVICES, INC	APR'16 SERVICES	5/23/2016	107212	891.50
CHANNEL ISLANDS DO IT BEST	STREETS SUPPLIES	5/23/2016	107213	46.64
CHANNEL ISLANDS DO IT BEST	LANDSCAPE SUPPLIES	5/23/2016	107213	11.15
CINTAS CORPORATION	MAY'16 SERVICE	5/23/2016	107214	69.83
CITY OF OXNARD	230981-253278 UTIL BILL	5/23/2016	107215	78,821.00
COASTAL OCCUPATIONAL MEDICAL GROUP	PRE-PLACEMENT EXAM	5/23/2016	107216	55.00
COASTAL PIPCO INC	STREETS SUPPLIES	5/23/2016	107217	40.31
COMPUTER LOGISTICS CORPORATION	APR'16 SERVICE	5/23/2016	107218	50.00
COPQUEST INCORPORATED	PD SUPPLIES	5/23/2016	107219	35.11
CORNWALL SECURITY SERVICES, INC	GONZALEZ PARTY	5/23/2016	107220	960.00
COSTCO WHOLESALE	00011825245351 RENEWAL	5/23/2016	107221	110.00
COUNTY OF VENTURA ENVIRONMENTAL	CROSS CONNECTION CONTRACT	5/23/2016	107222	1,373.88
COUNTY OF VENTURA IT SVCS DEPT	APR'16 SERVICE	5/23/2016	107223	190.60
CPCA	MEMBERSHIP RENEWAL	5/23/2016	107224	419.00
CWEA MEMBERSHIP	CWEA MEMB RNWL/FOMENKO	5/23/2016	107225	164.00
DATAPROSE, INC	APR'16 SERVICE	5/23/2016	107226	17.85
DATAPROSE, INC	APR'16 SERVICE	5/23/2016	107226	17.86
DATAPROSE, INC	APR'16 SERVICE	5/23/2016	107226	17.86
DEPARTMENT OF JUSTICE ACCT OFFICE	APR'16 FINGERPRINTS	5/23/2016	107227	263.00
DUTHIE POWER SERVICES	MIRATECH INSPECTION	5/23/2016	107228	1,480.00
EMPIRE CLEANING SUPPLY	JANITORIAL SUPPLIES	5/23/2016	107229	969.63
ENTERSECT	APR'16 SERVICE	5/23/2016	107230	75.00
ENTERSECT	APR'16 SERVICE	5/23/2016	107230	75.00
FAMCON PIPE SUPPLY INC	WATER SUPPLIES	5/23/2016	107231	208.55
FAMCON PIPE SUPPLY INC	WATER SUPPLIES	5/23/2016	107231	22.58
FAMCON PIPE SUPPLY INC	WATER SUPPLIES	5/23/2016	107231	63.43

## Transactions for 5/23/2016

Date: 5/31/2016

Vendor Name	Description	Check Date	Number	Amount
FAMCON PIPE SUPPLY INC	WATER SUPPLIES	5/23/2016	107231	2,058.57
FLO SYSTEMS INC	PROPELLER	5/23/2016	107232	5,562.00
FLORES, LUIS	785 JANE DR	5/23/2016	107233	450.00
FLORES, LUIS	730 JANE DR	5/23/2016	107233	750.00
FRONTIER COMMUNICATIONS	209-063-8462-070302-5 UB	5/23/2016	107234	115.29
FRONTIER COMMUNICATIONS	805-488-0585-02309-5 UB	5/23/2016	107234	54.08
FRONTIER COMMUNICATIONS	209-118-7935-072403-5 UB	5/23/2016	107234	584.52
FRONTIER COMMUNICATIONS	310-163-3759-102114-5 UB	5/23/2016	107234	64.99
FRONTIER COMMUNICATIONS	209-067-3378-072808-5 UB	5/23/2016	107234	595.74
GENERAL BUILDING MANAGEMENT CO, INC	APR'16 SERVICE	5/23/2016	107235	3,066.92
GENERAL BUILDING MANAGEMENT CO, INC	APR'16 SERVICE	5/23/2016	107235	38.40
GOLD COAST GLASS, INC	DOOR REPAIRS	5/23/2016	107236	1,649.99
GRAINGER INC	SCREWDRIVER SET	5/23/2016	107237	16.81
GRAINGER INC	PARKING MACHINE SUPPLIES	5/23/2016	107237	86.73
GRAINGER INC	FANS/FAN GUARDS/TOOL BAGS	5/23/2016	107237	280.69
GRAINGER INC	LANDSCAPE SUPPLIES	5/23/2016	107237	112.76
GRAINGER INC	LANDSCAPE SUPPLIES	5/23/2016	107237	291.88
GRAINGER INC	WATER SUPPLIES	5/23/2016	107237	116.79
GRAINGER INC	TYVEK	5/23/2016	107237	195.48
GRAINGER INC	TYVEK	5/23/2016	107237	1,046.09
GRAINGER INC	REFUSE SUPPLIES	5/23/2016	107237	179.46
GRANITE CONSTRUCTION COMPANY	DUMP FEES	5/23/2016	107238	89.14
H&H AUTO PARTS WHOLESALE	AUTOMOTIVE PARTS	5/23/2016	107239	61.99
HACH COMPANY	WATER SUPPLIES	5/23/2016	107240	1,943.44
HANELY, ANNA	TRAINING REIMB	5/23/2016	107241	25.00
HD SUPPLY FACILITIES MAINTENANCE	CD SUPPLIES	5/23/2016	107242	14.49
HD SUPPLY FACILITIES MAINTENANCE	CD SUPPLIES	5/23/2016	107242	270.17
HERALD PRINTING, LTD	BUSINESS CARDS	5/23/2016	107243	86.64
HOUSE SANITARY SUPPLY INC	LANDSCAPE SUPPLIES	5/23/2016	107244	150.02
INNOVATIVE PLAYGROUND COMPANY, LLC	LANDSCAPE SUPPLIES	5/23/2016	107245	87.95
J.A. CRAWFORD CO	RESURFACER/SEWERGARD	5/23/2016	107246	3,923.16
J.A. CRAWFORD CO	RESURFACER	5/23/2016	107246	4,153.96
J.A. CRAWFORD CO	SEWERGARD	5/23/2016	107246	6,961.67
KATZ, NORMAN	APR'16 SERVICE	5/23/2016	107247	750.00
KIMBALL MIDWEST	AUTOMOTIVE SUPPLIES	5/23/2016	107248	219.48
LA POLICE GEAR, INC	PD SUPPLIES	5/23/2016	107249	148.34
MAGES, PATRICIA ANN	MAY'16 SERVICES	5/23/2016	107250	375.00
MEASUREMENT SPECIALTIES INC	PRESSURE TRANSDUCERS	5/23/2016	107251	1,187.67
MONTGOMERY HARDWARE CO	FM SUPPLIES	5/23/2016	107252	103.32
OFFICE DEPOT	OFFICE SUPPLIES	5/23/2016	107253	199.75
ONDEMAND EMPLOYMENT GROUP, LLC	4/18/16-4/21/16	5/23/2016	107254	1,491.12
OXNARD AUTO SUPPLY	AUTOMOTIVE PARTS	5/23/2016	107255	9.62
PARADISE CHEVROLET	AUTOMOTIVE PART	5/23/2016	107256	23.63

## Transactions for 5/23/2016

Date: 5/31/2016

Vendor Name	Description	Check Date	Number	Amount
PEREZ, JOSE	5/6/16 PDPAT CAR WASH	5/23/2016	107257	114.00
PEREZ, JOSE	5/9/16 CDPK CAR WASH	5/23/2016	107257	27.00
PEREZ, JOSE	5/9/16 PDADM CAR WASH	5/23/2016	107257	99.00
PEREZ, JOSE	4/30/16 PDPAT CAR WASH	5/23/2016	107257	114.00
PEREZ, JOSE	5/13/16 PDPAT CAR WASH	5/23/2016	107257	114.00
PEREZ, JOSE	5/20/16 PDPAT CAR WASH	5/23/2016	107257	114.00
PEREZ, JOSE	5/23/16 PDADM CAR WASH	5/23/2016	107257	87.00
PEREZ, JOSE	5/9/16 ADMIN CAR WASH	5/23/2016	107257	12.00
PEREZ, JOSE	5/9/16 CDBLD CAR WASH	5/23/2016	107257	15.00
PEREZ, JOSE	5/23/16 ADMIN	5/23/2016	107257	12.00
PEREZ, JOSE	5/23/16 CDBLD CAR WASH	5/23/2016	107257	15.00
PEREZ, JOSE	5/23/16 CDPK CAR WASH	5/23/2016	107257	12.00
PITNEY BOWES INC	POSTAGE MACHINE RENTAL	5/23/2016	107258	220.88
PORT HUENEME MARINE SUPPLY	SCREWDRIVER	5/23/2016	107259	9.18
PORT HUENEME MARINE SUPPLY	FM SUPPLIES	5/23/2016	107259	11.76
PORT HUENEME MARINE SUPPLY	LANDSCAPE SUPPLIES	5/23/2016	107259	17.33
PORT HUENEME MARINE SUPPLY	LANDSCAPE SUPPLIES	5/23/2016	107259	6.31
PORT HUENEME MARINE SUPPLY	FM SUPPLIES	5/23/2016	107259	28.51
PORT HUENEME MARINE SUPPLY	WATER SUPPLIES	5/23/2016	107259	4.10
PORT HUENEME MARINE SUPPLY	WATER SUPPLIES	5/23/2016	107259	18.31
PORT HUENEME MARINE SUPPLY	WATER SUPPLIES	5/23/2016	107259	95.36
PORT HUENEME MARINE SUPPLY	WATER SUPPLIES	5/23/2016	107259	24.01
PORT HUENEME MARINE SUPPLY	WATER SUPPLIES	5/23/2016	107259	23.63
PORT HUENEME MARINE SUPPLY	WASTEWATER SUPPLIES	5/23/2016	107259	74.03
PORT HUENEME MARINE SUPPLY	GLOVES	5/23/2016	107259	68.71
PORT HUENEME MARINE SUPPLY	REFUSE SUPPLIES	5/23/2016	107259	17.23
PORT HUENEME, CITY OF	30801-1033322 UTIL BILL	5/23/2016	107260	161.60
PORT HUENEME, CITY OF	30801-1033322 UTIL BILL	5/23/2016	107260	161.60
PSR ENVIRONMENTAL SERVICES, INC	MONTHLY UST INSPECTION	5/23/2016	107261	210.00
REHRIG PACIFIC COMPANY	180 GREY CARTS	5/23/2016	107262	10,841.31
ROLLS SCAFFOLD	EQUIPMENT RENTAL	5/23/2016	107263	49.06
RUBIO'S WELDING SERVICE	BIN REPAIRS	5/23/2016	107264	1,443.00
SANTA MARIA TIRE INC	TIRES	5/23/2016	107265	2,017.91
SANTA MARIA TIRE INC	DISPOSAL FEE	5/23/2016	107265	16.00
SANTA MARIA TIRE INC	TIRES	5/23/2016	107265	669.91
SANTA MARIA TIRE INC	DISPOSAL FEE	5/23/2016	107265	14.00
SANTA MARIA TIRE INC	TIRE	5/23/2016	107265	132.10
SHARKEY, JONATHAN	TRAVEL REIMB	5/23/2016	107266	1,804.11
SHRED-IT US JV LLC	APR'16 SERVICE	5/23/2016	107267	192.68
SIEMENS INDUSTRY INC	APR'16 SIGNAL MAINTENANCE	5/23/2016	107268	802.72
SIEMENS INDUSTRY INC	APR'16 CALL OUTS	5/23/2016	107268	58.81
SOUTHERN CALIFORNIA EDISON	2-03-905-9647 UTIL BILL	5/23/2016	107269	913.27
SOUTHERN CALIFORNIA EDISON	2-31-780-7485 UTIL BILL	5/23/2016	107269	41.54

## Transactions for 5/23/2016

Date: 5/31/2016

Vendor Name	Description	Check Date	Number	Amount
SOUTHERN CALIFORNIA EDISON	2-24-032-5316 UTIL BILL	5/23/2016	107269	55.13
SOUTHERN CALIFORNIA EDISON	2-29-855-4338 UTIL BILL	5/23/2016	107269	70.25
SOUTHERN CALIFORNIA EDISON	2-33-605-8581 UTIL BILL	5/23/2016	107269	122.35
SOUTHERN CALIFORNIA EDISON	2-37-973-0666 UTIL BILL	5/23/2016	107269	25.49
SOUTHERN CALIFORNIA EDISON	2-30-094-7496 UTIL BILL	5/23/2016	107269	186.03
SOUTHERN CALIFORNIA GAS CO	097 514 7000 7 UTIL BILL	5/23/2016	107270	67.62
SOUTHERN CALIFORNIA GAS CO	158 414 8348 8 UTIL BILL	5/23/2016	107270	64.03
SOUTHERN COUNTIES FUELS	700 GALS DIESEL/700 GAS	5/23/2016	107271	3,209.45
SOUTHERN COUNTIES FUELS	726 GALS DIESEL/526 GAS	5/23/2016	107271	2,771.44
STATE INDUSTRIAL PRODUCTS	FLEET SUPPLIES	5/23/2016	107272	208.01
STATE READY MIX INC.	STREETS SUPPLIES	5/23/2016	107273	853.21
STATE READY MIX INC.	DUMP FEES	5/23/2016	107273	120.00
STATE READY MIX INC.	DUMP FEES	5/23/2016	107273	120.00
STERICYCLE, INC	MAY'16 SERVICE	5/23/2016	107274	224.95
TOLAR MANUFACTURING, CO INC	BUS SHELTER	5/23/2016	107275	9,501.00
TOSHIBA FINANCIAL SERVICES	500-0329304-000 COPIER	5/23/2016	107276	164.16
TRAFFIC TECHNOLOGIES LLC	STREETS SUPPLIES	5/23/2016	107277	48.44
TRI-COUNTY SENTRY	NOTICE OF PUBLIC HEARING	5/23/2016	107278	168.00
TRIAD INVESTIGATIVE SERVICES	BACKGROUND CHECK	5/23/2016	107279	367.50
U-RENT, INC.	EQUIPMENT RENTAL	5/23/2016	107280	26.88
ULINE	PD SUPPLIES	5/23/2016	107281	231.63
UNDERGROUND SERVICE ALERT	APR'16 TICKETS	5/23/2016	107282	39.00
UNIVAR USA, INC	SODIUM HYDROXIDE	5/23/2016	107283	2,883.61
USABLUEBOOK	WATER SUPPLIES	5/23/2016	107284	604.42
USABLUEBOOK	WATER SUPPLIES	5/23/2016	107284	90.86
VENCO POWER SWEEPING, INC	4/29/16 EXTRA SWEEP	5/23/2016	107285	935.00
VENTEK INTERNATIONAL	MAY'16 USAGE/ANN SVC FEES	5/23/2016	107286	750.00
VENTURA COUNTY ANIMAL REGULATION	OCT-DEC'15 SERVICE	5/23/2016	107287	63,158.99
VENTURA COUNTY OVERHEAD DOOR	304 HARBOR BREEZE DR	5/23/2016	107288	385.00
VENTURA COUNTY OVERHEAD DOOR	730 JANE DR	5/23/2016	107288	385.00
VENTURA COUNTY RAILROAD COMPANY INC	PEDESTRIAN CROSSING	5/23/2016	107289	1,200.11
VENTURA COUNTY STAR CIRCULATION	3093315 RENEWAL	5/23/2016	107290	150.66
				<b><u>\$255,895.04</u></b>

CITY OF PORT HUENEME  
PAYROLL CASH DISBURSEMENT FOR

ATTACHMENT E

MAY 27, 2016

SALARY DISTRIBUTIONS

PAYROLL DIRECT DEPOSIT TOTALS:	212,368.57	
PAYROLL CHECK REGISTER:	<u>14,325.79</u>	226,694.36
TOTAL DISBURSEMENT:	<u><u>226,694.36</u></u>	

## Transactions for 5/27/2016

Date: 5/31/2016

Vendor Name	Description	Check Date	Number	Amount
PORT HUENEME POLICE OFCR ASSN	PAYROLL SUMMARY	5/27/2016	5464	1,578.84
AMERICAN FIDELITY ASSURANCE	PAYROLL SUMMARY	5/27/2016	107291	1,901.02
AMERICAN FIDELITY ASSURANCE COMPANY	PAYROLL SUMMARY	5/27/2016	107292	106.25
AMERICAN FIDELITY ASSURANCE COMPANY	PAYROLL SUMMARY	5/27/2016	107292	1,284.67
ANACAPA VIEW HOA	209 S VENTURA RD #26	5/27/2016	107293	429.00
ARAMARK UNIFORM SERVICES	APR'16 STREETS	5/27/2016	107294	188.00
ARAMARK UNIFORM SERVICES	APR'16 COMMUNITY CENTER	5/27/2016	107294	486.56
ARAMARK UNIFORM SERVICES	APR'16 LANDSCAPE	5/27/2016	107294	344.84
ARAMARK UNIFORM SERVICES	APR'16 PARKING	5/27/2016	107294	48.84
ARAMARK UNIFORM SERVICES	APR'16 WASTE WATER	5/27/2016	107294	130.59
ARAMARK UNIFORM SERVICES	APR'16 WATER	5/27/2016	107294	105.76
ARAMARK UNIFORM SERVICES	APR'16 PHWA	5/27/2016	107294	90.16
ARAMARK UNIFORM SERVICES	APR'16 TECH SERVICES	5/27/2016	107294	47.00
ARAMARK UNIFORM SERVICES	APR'16 WASTE WATER	5/27/2016	107294	241.49
ARAMARK UNIFORM SERVICES	APR'16 REFUSE	5/27/2016	107294	719.96
ARAMARK UNIFORM SERVICES	APR'16 WASTE WATER	5/27/2016	107294	130.59
ARAMARK UNIFORM SERVICES	APR'16 FLEET	5/27/2016	107294	125.16
AVILA, JOSE	TWIC REIMBURSEMENT	5/27/2016	107295	128.00
MISC AP VENDOR	FINAL BILL REFUND	5/27/2016	107296	393.56
MISC AP VENDOR	FINAL BILL REFUND	5/27/2016	107297	30.65
CALIFORNIA WOOD RECYCLING	APRIL 16-30, 2016	5/27/2016	107298	1,367.30
COUNTY OF VENTURA IT SVCS DEPT	FEB'16 SERVICE	5/27/2016	107299	190.60
COUNTY OF VENTURA IT SVCS DEPT	MAR'16 SERVICE	5/27/2016	107299	190.60
DST SYSTEMS INC	PAYROLL SUMMARY	5/27/2016	107300	12,201.72
DST SYSTEMS INC	PAYROLL SUMMARY	5/27/2016	107300	2,429.44
FOMENKO, BRIAN	TWIC REIMBURSEMENT	5/27/2016	107301	128.00
FRONTIER COMMUNICATIONS	209-188-1321-052200-5 UB	5/27/2016	107302	933.82
FRONTIER COMMUNICATIONS	805-488-2633-040689-5 UB	5/27/2016	107302	57.54
FRONTIER COMMUNICATIONS	805-271-9955-121397-5 UB	5/27/2016	107302	50.36
FRONTIER COMMUNICATIONS	805-486-9195-020305-5 UB	5/27/2016	107302	107.93
FRONTIER COMMUNICATIONS	805-488-2884-040888-5 UB	5/27/2016	107302	105.43
FRONTIER COMMUNICATIONS	209-151-1418-081081-5 UB	5/27/2016	107302	46.19
FRONTIER COMMUNICATIONS	209-151-1414-121576-5 UB	5/27/2016	107302	93.10
FRONTIER COMMUNICATIONS	209-151-1419-122089-5 UB	5/27/2016	107302	46.19
MISC AP VENDOR	FINAL BILL REFUND	5/27/2016	107303	30.65
MISC AP VENDOR	FINAL BILL REFUND	5/27/2016	107304	291.12
MISC AP VENDOR	FINAL BILL REFUND	5/27/2016	107305	67.45
NRS	PAYROLL SUMMARY	5/27/2016	107306	520.33
SEIU, LOCAL 721	PAYROLL SUMMARY	5/27/2016	107307	3.50
SEIU, LOCAL 721	PAYROLL SUMMARY	5/27/2016	107307	775.50
MISC AP VENDOR	FINAL BILL REFUND	5/27/2016	107308	51.39
SOUTHERN CALIFORNIA EDISON	2-33-605-8318 UTIL BILL	5/27/2016	107309	36.99
SOUTHERN CALIFORNIA EDISON	2-02-419-2262 UTIL BILL	5/27/2016	107309	49.48

## Transactions for 5/27/2016

Date: 5/31/2016

Vendor Name	Description	Check Date	Number	Amount
SOUTHERN CALIFORNIA EDISON	2-02-425-5572 UTIL BILL	5/27/2016	107309	291.90
SOUTHERN CALIFORNIA EDISON	2-02-419-2502 UTIL BILL	5/27/2016	107309	616.03
SOUTHERN CALIFORNIA EDISON	2-02-425-5572 UTIL BILL	5/27/2016	107309	291.90
SOUTHERN CALIFORNIA EDISON	2-02-425-5572 UTIL BILL	5/27/2016	107309	291.90
SOUTHERN CALIFORNIA EDISON	2-28-337-2373 UTIL BILL	5/27/2016	107309	31.31
SOUTHERN CALIFORNIA EDISON	2-31-594-0650 UTIL BILL	5/27/2016	107310	196.52
SOUTHERN CALIFORNIA GAS CO	198 414 1822 1 UTIL BILL	5/27/2016	107311	10.95
SOUTHERN CALIFORNIA GAS CO	049 314 1998 2 UTIL BILL	5/27/2016	107311	9.99
SOUTHERN CALIFORNIA GAS CO	087 114 1927 8 UTIL BILL	5/27/2016	107311	105.85
SPRINT	363299424 UTIL BILL	5/27/2016	107312	59.60
THE HIDEAWAY AT BEACH HOUSE	332 HARBOR BREEZE DR	5/27/2016	107313	289.00
THE HIDEAWAY AT BEACH HOUSE	323 HARBOR BREEZE DR	5/27/2016	107313	289.00
THE HIDEAWAY AT BEACH HOUSE	775 OCEAN BREEZE DR	5/27/2016	107313	289.00
THE HIDEAWAY AT BEACH HOUSE	776 OCEAN BREEZE DR	5/27/2016	107313	289.00
THE HIDEAWAY AT BEACH HOUSE	303 HARBOR BREEZE DR	5/27/2016	107313	289.00
THE HIDEAWAY AT BEACH HOUSE	304 HARBOR BREEZE DR	5/27/2016	107313	289.00
THE HIDEAWAY AT BEACH HOUSE	802 MORNING MIST LN	5/27/2016	107313	289.00
THE HIDEAWAY AT BEACH HOUSE	803 MORNING MIST LN	5/27/2016	107313	289.00
THE HIDEAWAY AT BEACH HOUSE	322 HARBOR BREEZE DR	5/27/2016	107313	289.00
MISC AP VENDOR	FINAL BILL REFUND	5/27/2016	107314	74.04
UNITED WAY OF VENTURA COUNTY	PAYROLL SUMMARY	5/27/2016	107315	87.00
VANTAGE TRSFER-800897	PAYROLL SUMMARY	5/27/2016	107316	124.13
VANTAGE TRSFER-800897	PAYROLL SUMMARY	5/27/2016	107316	193.86
VANTAGEPOINT TRSF-301495	PAYROLL SUMMARY	5/27/2016	107317	6,153.59
VERIZON BUSINESS SERVICES	SV193395 UTIL BILL	5/27/2016	107318	333.04
VERIZON BUSINESS SERVICES	SV193396 UTIL BILL	5/27/2016	107318	125.63
VERIZON BUSINESS SERVICES	SV193393 UTIL BILL	5/27/2016	107318	105.02
VERIZON WIRELESS	971818098-00001 UTIL BILL	5/27/2016	107319	2.20
MISC AP VENDOR	MANUAL CHECK	5/27/2016	107320	51.77
				<b>\$40,042.80</b>



# City of Port Hueneme

## COUNCIL AGENDA STAFF REPORT

**TO:** City Council

**FROM:** John Baker, Interim City Manager

**SUBJECT:** AUTHORIZATION TO ENTER INTO AN INTERLOCAL CONTRACT FOR COOPERATIVE PURCHASING

**DATE:** June 6, 2016

### **RECOMMENDATION:**

It is recommended the City Council:

1. Authorize staff to execute an Interlocal Contract for Cooperative Purchasing with the Houston-Galveston Area Council (H-GAC), and;
2. Authorize the purchase of (1) 2017 Peterbilt 320 Front Loader with AMREP body and (1) 2017 Peterbilt 320 Automated Side Loader with AMREP body from Rush Truck Centers of California, Inc. Dba Rush Truck Center, Pico Rivera, CA, through the H-GAC contract, in an not to exceed amount of \$495,000.

### **BACKGROUND/ANALYSIS:**

The Houston-Galveston Area Council (H-GAC) is a regional council of governments operating under the laws of the State of Texas and governed by a board comprised of 36 elected officials from the 13 county region. The H-GAC Board awards all contracts, which can then be made available to local governments nationwide through HGACBuy.

Government entities join by executing an Interlocal Contract to participate in HGACBuy. This document sets out the conditions, requirements and processes through which an entity's purchase orders are received, confirmed to contract and processed.

HGACBuy uses mass circulation, minority emphasis print media, and internet services to post legal notices and bid solicitations. Therefore, posting of public

# **AUTHORIZATION TO ENTER INTO AN INTERLOCAL CONTRACT FOR COOPERATIVE PURCHASING**

**June 6, 2016**

**Page 2**

notices to solicit bids and the formal competitive bid process are satisfied through HGACBuy procedures.

The HGACBuy Program is over 30 years old and specializes in high ticket, capital intensive products and services that require technical, detailed specifications and extensive professional skills to evaluate bid responses. All products offered through HGACBuy have been awarded by virtue of a public competitive process. There are no annual membership dues required to purchase thru HGACBuy.

H-GAC give access to volume purchasing and discounts, writes technical specifications eliminating the need to hire consultants, absorbs the costs associated with publishing legal notices, and offers an expedited procurement process by preparing specifications and satisfying all of the other requirements for competitive bids and proposals.

There are currently over 250 users of this cooperative purchasing agreement in California.

The two vehicles will replace two solid waste vehicles that have reached the end of their useful service life. Once received, the new vehicles will become front line vehicles and the current front line vehicles will be rotated into back-up status. The vehicles that have reached the end of their useful service life will be sent to auction.

## **FISCAL IMPACT:**

Approval of the Interlocal Contract does not have any financial impact as there are no costs associated with membership.

The Council approved FY15-16 Solid Waste budget contains \$527,500 for the purchase of these vehicles.

## **Attachments:**

- 1.) Interlocal Contract
- 2.) Customer Proposal



**INTERLOCAL CONTRACT  
FOR COOPERATIVE PURCHASING**

ILC  
No.: \_\_\_\_\_  
Permanent Number assigned by H-GAC

THIS INTERLOCAL CONTRACT (“Contract”), made and entered into pursuant to the Texas Interlocal Cooperation Act, Chapter 791, Texas Government Code (the “Act”), by and between the Houston-Galveston Area Council, hereinafter referred to as “H-GAC,” having its principal place of business at 3555 Timmons Lane, Suite 120, Houston, Texas 77027, and \* \_\_\_\_\_, a local government, a state agency, or a non-profit corporation created and operated to provide one or more governmental functions and services, hereinafter referred to as “End User,” having its principal place of business at \* \_\_\_\_\_

**WITNESSETH**

**WHEREAS**, H-GAC is a regional planning commission and political subdivision of the State of Texas operating under Chapter 391, Texas Local Government Code; and

**WHEREAS**, pursuant to the Act, H-GAC is authorized to contract with eligible entities to perform governmental functions and services, including the purchase of goods and services; and

**WHEREAS**, in reliance on such authority, H-GAC has instituted a cooperative purchasing program under which it contracts with eligible entities under the Act; and

**WHEREAS**, End User has represented that it is an eligible entity under the Act, that its governing body has authorized this Contract on \* \_\_\_\_\_ (Date), and that it desires to contract with H-GAC on the terms set forth below;

**NOW, THEREFORE**, H-GAC and the End User do hereby agree as follows:

**ARTICLE 1: LEGAL AUTHORITY**

The End User represents and warrants to H-GAC that (1) it is eligible to contract with H-GAC under the Act because it is one of the following: a local government, as defined in the Act (a county, a municipality, a special district, or other political subdivision of the State of Texas or any other state), or a combination of two or more of those entities, a state agency (an agency of the State of Texas as defined in Section 771.002 of the Texas Government Code, or a similar agency of another state), or a non-profit corporation created and operated to provide one or more governmental functions and services, and (2) it possesses adequate legal authority to enter into this Contract.

**ARTICLE 2: APPLICABLE LAWS**

H-GAC and the End User agree to conduct all activities under this Contract in accordance with all applicable rules, regulations, and ordinances and laws in effect or promulgated during the term of this Contract.

**ARTICLE 3: WHOLE AGREEMENT**

This Contract and any attachments, as provided herein, constitute the complete contract between the parties hereto, and supersede any and all oral and written agreements between the parties relating to matters herein.

**ARTICLE 4: PERFORMANCE PERIOD**

The period of this Contract shall be for the balance of the fiscal year of the End User, which began \* \_\_\_\_\_ and ends \* \_\_\_\_\_. This Contract shall thereafter automatically be renewed annually for each succeeding fiscal year, provided that such renewal shall not have the effect of extending the period in which the End User may make any payment due an H-GAC contractor beyond the fiscal year in which such obligation was incurred under this Contract.

**ARTICLE 5: SCOPE OF SERVICES**

The End User appoints H-GAC its true and lawful purchasing agent for the purchase of certain products and services through the H-GAC Cooperative Purchasing Program. End User will access the Program through [HGACBuy.com](http://HGACBuy.com) and by submission of any duly executed purchase order, in the form prescribed by H-GAC to a contractor having a valid contract with H-GAC. All purchases hereunder shall be in accordance with specifications and contract terms and pricing established by H-GAC. Ownership (title) to products purchased through H-GAC shall transfer directly from the contractor to the End User.

(over)

**ARTICLE 6: PAYMENTS**

H-GAC will confirm each order and issue notice to contractor to proceed. Upon delivery of goods or services purchased, and presentation of a properly documented invoice, the End User shall promptly, and in any case within thirty (30) days, pay H-GAC's contractor the full amount of the invoice. All payments for goods or services will be made from current revenues available to the paying party. In no event shall H-GAC have any financial liability to the End User for any goods or services End User procures from an H-GAC contractor.

**ARTICLE 7: CHANGES AND AMENDMENTS**

This Contract may be amended only by a written amendment executed by both parties, except that any alterations, additions, or deletions to the terms of this Contract which are required by changes in Federal and State law or regulations are automatically incorporated into this Contract without written amendment hereto and shall become effective on the date designated by such law or regulation.

H-GAC reserves the right to make changes in the scope of products and services offered through the H-GAC Cooperative Purchasing Program to be performed hereunder.

**ARTICLE 8: TERMINATION PROCEDURES**

H-GAC or the End User may cancel this Contract at any time upon thirty (30) days written notice by certified mail to the other party to this Contract. The obligations of the End User, including its obligation to pay H-GAC's contractor for all costs incurred under this Contract prior to such notice shall survive such cancellation, as well as any other obligation incurred under this Contract, until performed or discharged by the End User.

**ARTICLE 9: SEVERABILITY**

All parties agree that should any provision of this Contract be determined to be invalid or unenforceable, such determination shall not affect any other term of this Contract, which shall continue in full force and effect.

**ARTICLE 10: FORCE MAJEURE**

To the extent that either party to this Contract shall be wholly or partially prevented from the performance within the term specified of any obligation or duty placed on such party by reason of or through strikes, stoppage of labor, riot, fire, flood, acts of war, insurrection, accident, order of any court, act of God, or specific cause reasonably beyond the party's control and not attributable to its neglect or nonfeasance, in such event, the time for the performance of such obligation or duty shall be suspended until such disability to perform is removed; provided, however, force majeure shall not excuse an obligation solely to pay funds. Determination of force majeure shall rest solely with H-GAC.

**ARTICLE 11: VENUE**

Disputes between procuring party and Vendor are to be resolved in accord with the law and venue rules of the State of purchase.

**THIS INSTRUMENT HAS BEEN EXECUTED BY THE PARTIES HERETO AS FOLLOWS:**

\*  
\_\_\_\_\_  
Name of End User (*local government, agency, or non-profit corporation*)

\*  
\_\_\_\_\_  
Mailing Address

\*  
\_\_\_\_\_  
City State ZIP Code

\*By: \_\_\_\_\_  
Signature of chief elected or appointed official

\*  
\_\_\_\_\_  
Typed Name & Title of Signatory Date

***Houston-Galveston Area Council***  
3555 Timmons Lane, Suite 120, Houston, TX 77027

By: \_\_\_\_\_  
Executive Director

Attest: \_\_\_\_\_  
Manager

Date: \_\_\_\_\_

*\*Denotes required fields*

**\*Request for Information**

Please sign and return the Interlocal Contract, along with this completed form, to H-GAC by emailing it to [cpcontractfax@h-gac.com](mailto:cpcontractfax@h-gac.com) or by faxing it to **713-993-2424**. The contract may also be mailed to:

**H-GAC Cooperative Purchasing Program**  
**P.O. Box 22777, Houston, TX 77227-2777**

Name of End User Agency: \_\_\_\_\_ County Name: \_\_\_\_\_  
(Municipality/County/District/etc.)

Mailing Address: \_\_\_\_\_  
(Street Address/P.O. Box) (City) (State) (ZIP Code)

Main Telephone Number: ( ) \_\_\_\_\_ FAX Number: ( ) \_\_\_\_\_

Physical Address: \_\_\_\_\_  
(Street Address, if different from mailing address) (City) (State) (ZIP Code)

Web Site Address: \_\_\_\_\_

**Official Contact:** \_\_\_\_\_  
(Point of Contact for HGACBuy Interlocal Contract)

Mailing Address: \_\_\_\_\_  
(Street Address/P.O. Box)

(City) (State) (ZIP Code)

Title: \_\_\_\_\_

Ph No.: ( ) \_\_\_\_\_ - \_\_\_\_\_

Fx No. : ( ) \_\_\_\_\_ - \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

**Authorized Official:** \_\_\_\_\_  
(Mayor/City Manager/Executive Director/etc.)

Mailing Address: \_\_\_\_\_  
(Street Address/O.O. Box)

(City) (State) (ZIP Code)

Title: \_\_\_\_\_

Ph No.: ( ) \_\_\_\_\_ - \_\_\_\_\_

Fx No. : ( ) \_\_\_\_\_ - \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

**Official Contact:** \_\_\_\_\_  
(Purchasing Agent/Auditor etc. )

Mailing Address: \_\_\_\_\_  
(Street Address/O.O. Box)

(City) (State) (ZIP Code)

Title: \_\_\_\_\_

Ph No.: ( ) \_\_\_\_\_ - \_\_\_\_\_

Fx No. : ( ) \_\_\_\_\_ - \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

**Official Contact:** \_\_\_\_\_  
(Public Works Director/Police Chief etc.)

Mailing Address: \_\_\_\_\_  
(Street Address/O.O. Box)

(City) (State) (ZIP Code)

Title: \_\_\_\_\_

Ph No.: ( ) \_\_\_\_\_ - \_\_\_\_\_

Fx No. : ( ) \_\_\_\_\_ - \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

**Official Contact:** \_\_\_\_\_  
(EMS Director/Fire Chief etc. )

Mailing Address: \_\_\_\_\_  
(Street Address/O.O. Box)

(City) (State) (ZIP Code)

Title: \_\_\_\_\_

Ph No.: ( ) \_\_\_\_\_ - \_\_\_\_\_

Fx No. : ( ) \_\_\_\_\_ - \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

**\* denotes required fields**





# City of Port Hueneme

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## COUNCIL AGENDA STAFF REPORT

**TO:** City Council

**FROM:** John Baker, Interim Public Works Director

**SUBJECT:** AUTHORIZATION TO SOLICIT BIDS FOR THE FY 2016-17 STREET MICROSURFACING PROJECT (CITY WIDE)

**DATE:** June 6, 2016

### **RECOMMENDATION:**

It is recommended the City Council adopt the plans, specifications, and working details for the project entitled: FY 2016-17 Street Rehabilitation (Microsurfacing)-Cash Contract No. 0209; and direct staff to solicit bids for the project.

### **BACKGROUND/ANALYSIS:**

In an effort to slow the rapid failure that roadways experience once pavement deterioration starts, the City has aggressively pursued a seal coat program over the past several years. Streets programmed for microsurfacing in FY 2016-17 include the area west of Ventura Road between Port Hueneme Road and Pleasant Valley Road, and the area east of Ventura Road between Park Avenue and Bard Road.

Optimum performance of seal coat applications in Port Hueneme has historically been achieved when construction is performed between the end of August and the beginning of October. This being the case, solicitation for bids for FY 2016-17 is required at this time in order to support a September 2016 construction start date.

### **FISCAL IMPACT:**

Approval of staff's recommendation will have no immediate fiscal impact, since the Construction Documents allow for the rejection of all bids at no cost to the City. A final decision regarding funding will be addressed in the FY 2016-17 Annual Budget.

### **Attachments:**

- 1.) Contract Documents for FY 16-17 Street Rehabilitation (Microsurfacing) - Cash Contract No. 0209. (Note: Due to size, this attachment has been placed in the Office of the City Clerk)







# City of Port Hueneme

## COUNCIL AGENDA STAFF REPORT

**TO:** City Council

**FROM:** John Baker, Interim Public Works Director

**SUBJECT:** APPROVAL OF AN AMENDMENT TO THE IMPLEMENTATION AGREEMENT FOR THE VENTURA COUNTY STORMWATER QUALITY MANAGEMENT PROGRAM

**DATE:** June 6, 2016

### **RECOMMENDATION:**

It is recommended the City Council approve the amended Ventura County Stormwater Quality Management Program Implementation Agreement with the Ventura County Watershed Protection District (VCWPD).

### **BACKGROUND/ANALYSIS:**

In April 1992, the City Council approved an Implementation Agreement with the VCWPD, County of Ventura, and the ten cities in Ventura County to consolidate stormwater management costs countywide. Thereafter, the Ventura Countywide Stormwater Quality Management Program was formed.

In accordance with the original Implementation Agreement, the District is responsible for principal permittee activities. These are activities that benefit all participants in the Agreement and include writing the annual report, performing water quality monitoring, and coordinating the activities of all of the other co-permittees.

The Agreement defines the fiscal responsibilities (expenditures and contributions) of all collective parties with respect to the current Permit. It formalizes the Permittees' commitment to cooperate and to mutually fund an integrated Program of protecting and improving water quality in Ventura County.

Since all of the cities and the County benefit from the District performing the principal permittee duties, it is fair and reasonable that the County and the cities share in these costs.

**AMENDMENT TO THE IMPLEMENTATION AGREEMENT FOR THE  
VENTURA COUNTY STORMWATER QUALITY MANAGEMENT PROGRAM  
June 6, 2016  
Page 2**

In September 2010, the City Council approved an updated Implementation Agreement. Under this Agreement, VCWPD collects funding on behalf of the City through the Benefit Assessment Program to assist in implementing the National Pollutant Discharge Elimination System (NPDES) permit activities.

The current term of the Implementation Agreement is linked to the NPDES permit. The NPDES permit is issued by the Los Angeles Regional Water Quality Control Board (RWQCB) and is titled the Municipal Separate Storm Sewer Systems (MS4) permit.

The RWQCB is expected to approve a revised MS4 permit in early 2017. The proposed amendment would change the term to extend to one year after the effective date of the revised MS4 permit. This term envisions a revised Implementation Agreement suited to the revised MS4 permit, while providing continuity during the permitting renewal process and allowing time to assess new requirements and to develop and adopt a new agreement.

**FISCAL IMPACT**

The proposed amendment to the Implementation Agreement does not change the current cost sharing formula. It is expected that approximately \$14,000 will be collected through the FY16-17 Benefit Assessment Program.

**Attachment:**

- 1.) Attachment A: Amendment to the Implementation Agreement
- 2.) Attachment B: 2010 Implementation Agreement

NATIONAL POLLUTANT DISCHARGE ELIMINATION  
SYSTEM AMENDMENT TO IMPLEMENTATION AGREEMENT  
VENTURA COUNTYWIDE  
STORMWATER QUALITY MANAGEMENT PROGRAM

This AMENDMENT to National Pollutant Discharge Elimination System (NPDES) Implementation Agreement (a copy of which is attached as Attachment 1) is entered into by and among the County of Ventura hereinafter referred to as COUNTY, the Ventura County Watershed Protection District hereinafter referred to as DISTRICT, and the Cities of Camarillo, Fillmore, Moorpark, Ojai, Oxnard, Port Hueneme, San Buenaventura, Santa Paula, Simi Valley, and Thousand Oaks, hereinafter collectively referred to as CITIES, with respect to the following matters:

RECITALS

Whereas, the CITIES, the COUNTY, and the DISTRICT desire to continue funding and implementing an integrated Stormwater Discharge Management Program with the objective of protecting and improving water quality in Ventura County; and

Whereas, the CITIES, the COUNTY, and the DISTRICT currently operate the Ventura Countywide Stormwater Quality Management Program pursuant to an Implementation Agreement approved by the CITIES, the COUNTY, and the DISTRICT in 2010 (AGREEMENT); and

Whereas, the AGREEMENT continues in effect during the term of the NPDES Permit issued by the Los Angeles Regional Water Quality Control Board (Regional Board) on July 8, 2010 (Order No. R4-2010-0108); and

Whereas, Regional Board Order No. R4-2010-0108 (PERMIT) adopted on July 8, 2010 expired on July 8, 2015 and is currently on administrative extension; and

Whereas, unless amended as set forth herein, the AGREEMENT will cease to be in effect when a new permit becomes effective; and

Whereas, the CITIES, the COUNTY, and the DISTRICT desire to modify the AGREEMENT as it relates to the Term of the AGREEMENT.

NOW, THEREFORE, the parties mutually agree the AGREEMENT is amended as follows:

1. TERM

This AMENDMENT will become effective upon approval of all the CITIES, the COUNTY, and the DISTRICT, and the AGREEMENT and this AMENDMENT will continue in effect until one (1) year after a new permit adopted by the Regional Board to replace the PERMIT issued by the Regional Board on July 8, 2010 (Order No. R4-2010-0108) becomes effective, or until terminated in the manner provided for in the AGREEMENT.

## 2. AGREEMENT IN EFFECT

Except as otherwise specifically provided herein, all other provisions of the AGREEMENT remain in full force and effect.

## 3. AUTHORITY TO EXECUTE AGREEMENT

Each party covenants that each individual executing this AMENDMENT on behalf of each party is a person duly authorized and empowered to execute this AGREEMENT for such party.

## 4. EXECUTION IN COUNTERPARTS

This AMENDMENT may be executed and delivered in any number of counterparts or copies by the parties hereto. Each party may supply a signature page appropriate to its approval processes and format. When each party has signed and delivered at least one (1) counterpart to the other parties hereto, each counterpart will be deemed an original and, taken together, constitute one and the same AMENDMENT, which will be binding and effective as to the parties hereto.

The parties to this AMENDMENT are as follows:

Ventura County Watershed Protection District  
800 South Victoria Avenue  
Ventura, CA 93009  
Attn: Director of Watershed Protection District  
Phone: (805) 654-2040; Fax (805) 654-3350

County of Ventura  
800 South Victoria Avenue  
Ventura, CA 93009  
Attn: Director of Public Works  
Phone: (805) 654-2073; Fax (805) 654-3952

City of Camarillo  
601 Carmen Drive  
Camarillo, CA 93010  
Attn: Director of Public Works  
Phone: (805) 388-5307; Fax (805) 388-5318

City of Fillmore  
250 Central Avenue  
Fillmore, CA 93015  
Attn: Director of Public Works  
Phone: (805) 524-3701; Fax (805) 524-5707

City of Moorpark  
799 Moorpark Avenue  
Moorpark, CA 93021  
Attn: Director of Public Works  
Phone: (805) 517-6285; Fax (805) 532-2555

City of Ojai  
401 South Ventura Street  
Ojai, CA 93023  
Attn: Director of Public Works  
Phone: (805) 646-5581; Fax (805) 646-1980

City of Oxnard  
305 West Third Street  
Oxnard, CA 93030  
Attn: Director of Public Works  
Phone: (805) 385-8280; Fax (805) 385-7907

City of Port Hueneme  
250 North Ventura Road  
Port Hueneme, CA 93041  
Attn: Director of Public Works  
Phone: (805) 986-5000; Fax (805) 986-6660

City San Buenaventura  
501 Poli Street  
Ventura, CA 93001  
Attn: Director of Public Works  
Phone: (805) 654-7800; Fax: (805) 652-0865

City of Santa Paula  
P.O. Box 569  
Santa Paula, CA 93061-0569  
Attn: Director of Public Works  
Phone: (805) 933-4298; Fax (805) 525-3742

City of Simi Valley  
2929 Tapo Canyon Road  
Simi Valley, CA 93063  
Attn: Director of Public Works  
Phone: (805) 583-6786; Fax (805) 583-6300

City of Thousand Oaks  
2100 Thousand Oaks Boulevard  
Thousand Oaks, CA 91362  
Attn: Public Works Director  
Phone: (805) 449-2457; Fax (805) 449-2475

**NATIONAL POLLUTANT DISCHARGE ELINATION SYSTEM AMENDMENT TO  
IMPLEMENTATION AGREEMENT  
VENTURA COUNTYWIDE STORMWATER QUALITY MANAGEMENT PROGRAM**

**VENTURA COUNTY WATERSHED PROTECTION DISTRICT**

**IN WITNESS WHEREOF**, the parties hereto have executed this AMENDMENT on the day and date below written.

Upon motion of Board Member \_\_\_\_\_, seconded by Board Member \_\_\_\_\_, and duly carried, the Board hereby approves and adopts this Amendment on the <<Date>> <<Month>> <<Year>>.

\_\_\_\_\_  
Chair, Board of Supervisors  
Ventura County Watershed Protection District

ATTEST:

Michael Powers  
Clerk of the Board of Supervisors  
Ventura County Watershed Protection District  
County of Ventura, State of California

By: \_\_\_\_\_  
Deputy Clerk of the Board

**NATIONAL POLLUTANT DISCHARGE ELINATION SYSTEM AMENDMENT TO  
IMPLEMENTATION AGREEMENT  
VENTURA COUNTYWIDE STORMWATER QUALITY MANAGEMENT PROGRAM**

**COUNTY OF VENTURA**

**IN WITNESS WHEREOF**, the parties hereto have executed this AMENDMENT on the day and date below written.

Upon motion of Board Member \_\_\_\_\_, seconded by Board Member \_\_\_\_\_, and duly carried, the Board hereby approves and adopts this Amendment on the <<Date>> <<Month>> <<Year>>.

\_\_\_\_\_  
Chair  
Board of Supervisors  
County of Ventura

ATTEST:

Michael Powers  
Clerk of the Board of Supervisors  
County of Ventura, State of California

By: \_\_\_\_\_  
Deputy Clerk of the Board

NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM  
AMENDMENT TO IMPLEMENTATION AGREEMENT  
VENTURA COUNTYWIDE  
STORMWATER QUALITY MANAGEMENT PROGRAM

**City of Camarillo Signature Page**

CITY OF CAMARILLO

\_\_\_\_\_  
Mike Morgan, Mayor  
City of Camarillo

\_\_\_\_\_  
Date

ATTEST:

\_\_\_\_\_  
Jeffrie Madland, City Clerk

APPROVED AS TO FORM:  
Office of City Attorney:

\_\_\_\_\_  
Brian Pierik, City Attorney

NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM  
AMENDMENT TO IMPLEMENTATION AGREEMENT  
VENTURA COUNTYWIDE  
STORMWATER QUALITY MANAGEMENT PROGRAM

**City of Fillmore Signature Page**

CITY OF FILLMORE

\_\_\_\_\_  
Mayor  
City of Fillmore

\_\_\_\_\_  
Date

ATTEST:

\_\_\_\_\_  
City Clerk

APPROVED AS TO FORM:  
Office of City Attorney:

\_\_\_\_\_  
City Attorney

NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM  
AMENDMENT TO IMPLEMENTATION AGREEMENT  
VENTURA COUNTYWIDE  
STORMWATER QUALITY MANAGEMENT PROGRAM

**City of Moorpark Signature Page**

CITY OF MOORPARK

\_\_\_\_\_  
Janice S. Parvin, Mayor  
City of Moorpark

\_\_\_\_\_  
Date

ATTEST:

\_\_\_\_\_  
Maureen Benson, City Clerk

NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM  
AMENDMENT TO IMPLEMENTATION AGREEMENT  
VENTURA COUNTYWIDE  
STORMWATER QUALITY MANAGEMENT PROGRAM

**City of Ojai Signature Page**

CITY OF OJAI

\_\_\_\_\_  
Mayor  
City of Ojai

\_\_\_\_\_  
Date

ATTEST:

\_\_\_\_\_  
City Clerk

APPROVED AS TO FORM:  
Office of City Attorney:

\_\_\_\_\_  
City Attorney

NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM  
AMENDMENT TO IMPLEMENTATION AGREEMENT  
VENTURA COUNTYWIDE  
STORMWATER QUALITY MANAGEMENT PROGRAM

**City of Oxnard Signature Page**

CITY OF OXNARD

\_\_\_\_\_  
Mayor  
City of Oxnard

\_\_\_\_\_  
Date

ATTEST:

\_\_\_\_\_  
City Clerk

APPROVED AS TO FORM:  
Office of City Attorney:

\_\_\_\_\_  
City Attorney

NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM  
AMENDMENT TO IMPLEMENTATION AGREEMENT  
VENTURA COUNTYWIDE  
STORMWATER QUALITY MANAGEMENT PROGRAM

**City of Port Hueneme Signature Page**

CITY OF PORT HUENEME

\_\_\_\_\_  
Mayor  
City of Port Hueneme

\_\_\_\_\_  
Date

ATTEST:

\_\_\_\_\_  
City Clerk

APPROVED AS TO FORM:  
Office of City Attorney:

\_\_\_\_\_  
City Attorney

NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM  
AMENDMENT TO IMPLEMENTATION AGREEMENT  
VENTURA COUNTYWIDE  
STORMWATER QUALITY MANAGEMENT PROGRAM

**City of San Buenaventura Signature Page**

CITY OF SAN BUENAVENTURA

\_\_\_\_\_  
Mayor  
City of SAN BUENAVENTURA

\_\_\_\_\_  
Date

ATTEST:

\_\_\_\_\_  
City Clerk

APPROVED AS TO FORM:  
Office of City Attorney:

\_\_\_\_\_  
City Attorney

NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM  
AMENDMENT TO IMPLEMENTATION AGREEMENT  
VENTURA COUNTYWIDE  
STORMWATER QUALITY MANAGEMENT PROGRAM

**City of Santa Paula Signature Page**

CITY OF SANTA PAULA

\_\_\_\_\_  
Mayor  
City of Santa Paula

\_\_\_\_\_  
Date

ATTEST:

\_\_\_\_\_  
City Clerk

APPROVED AS TO FORM:  
Office of City Attorney:

\_\_\_\_\_  
City Attorney

NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM  
AMENDMENT TO IMPLEMENTATION AGREEMENT  
VENTURA COUNTYWIDE  
STORMWATER QUALITY MANAGEMENT PROGRAM

**City of Simi Valley Signature Page**

CITY OF SIMI VALLEY

\_\_\_\_\_  
Mayor  
City of Simi Valley

\_\_\_\_\_  
Date

ATTEST:

\_\_\_\_\_  
City Clerk

APPROVED AS TO FORM:  
Office of City Attorney:

\_\_\_\_\_  
City Attorney

NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM  
AMENDMENT TO IMPLEMENTATION AGREEMENT  
VENTURA COUNTYWIDE  
STORMWATER QUALITY MANAGEMENT PROGRAM

**City of Thousand Oaks Signature Page**

CITY OF THOUSAND OAKS

\_\_\_\_\_  
Mayor  
City of Thousand Oaks

\_\_\_\_\_  
Date

ATTEST:

\_\_\_\_\_  
City Clerk

APPROVED AS TO FORM:  
Office of City Attorney:

\_\_\_\_\_  
City Attorney

**NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM  
IMPLEMENTATION AGREEMENT  
VENTURA COUNTYWIDE STORMWATER QUALITY MANAGEMENT PROGRAM**

This AGREEMENT is between the County of Ventura hereinafter referred to as COUNTY, the Ventura County Watershed Protection District hereinafter referred to as DISTRICT and the Cities of Camarillo, Fillmore, Moorpark, Ojai, Oxnard, Port Hueneme, San Buenaventura, Santa Paula, Simi Valley and Thousand Oaks, hereinafter collectively referred to as CITIES, with respect to the following matters:

**RECITALS**

**Whereas**, Congress in 1987 amended Section 402 of the Federal Clean Water Act [33 U.S.C.A. 1342(p)] to require the federal Environmental Protection Agency (EPA) to promulgate regulations for stormwater discharges; and

**Whereas**, these regulations require the control of pollutants for stormwater discharges by requiring a National Pollutant Discharge Elimination System ("NPDES") permit for the discharge of stormwater into waters of the United States; and

**Whereas**, the CITIES, the COUNTY and the DISTRICT entered into a series of agreements beginning in 1992 ("Implementation Agreements") to fund and develop an integrated stormwater discharge management program with the objective of protecting and improving water quality in Ventura County; and

**Whereas**, pursuant to the Implementation Agreements, the CITIES, the COUNTY, and the DISTRICT jointly filed an application with the Los Angeles Regional Water Quality Control Board (Regional Board) for a NPDES permit; and

**Whereas**, the Regional Board in 1994 adopted Order No. 94-082 which regulated stormwater discharges in Ventura County; and

**Whereas**, the Regional Board in 2000 replaced Order No. 94-082 with Order No. 00-108; and

**Whereas**, the Regional Board on May 7, 2009 replaced Order No. 00-108 with Order No. 09-0057; and

**Whereas**, the Regional Board on July 8, 2010 adopted Order No. 2010-0108 (PERMIT), which designates the CITIES, the COUNTY and the DISTRICT as "Co-Permittees" and designates the DISTRICT as the "Principal Permittee;" and

**Whereas**, the Implementation Agreements provide, among other things, for the funding of NPDES program requirements through the DISTRICT's Benefit Assessment Program; and

**Whereas**, the CITIES, the COUNTY, and the DISTRICT have approved annual extensions of the Implementation Agreements in order to provide annual funding for NPDES program requirements; and

**Whereas**, the latest extension of the Implementation Agreements will expire on June 30, 2010; and

**Whereas**, the CITIES, the COUNTY, and the DISTRICT mutually desire to modify, among other things, the cost share provisions under the Implementation Agreement in accordance with changes to the NPDES Program while preserving the Benefit Assessment Program as a source of funding for the program; and

**Whereas**, cooperation among the CITIES, the COUNTY and the DISTRICT to jointly implement a Countywide NPDES Stormwater Program is in the best interests of the CITIES, the COUNTY and the DISTRICT; and

**Whereas**, the CITIES, COUNTY and DISTRICT also operate municipal storm drain systems and discharge stormwater and urban runoff pursuant to the PERMIT; and

**Whereas**, the CITIES, COUNTY and DISTRICT as Co-Permittees have obtained, renewed and complied with the PERMIT; and

**Whereas**, the PERMIT requires the Co-Permittees to coordinate the development and implementation of a stormwater quality management program.

**NOW, THEREFORE**, the parties do mutually agree as follows:

1. **PURPOSE**: This AGREEMENT establishes the rights and responsibilities of each party with respect to funding and compliance with the PERMIT.
2. **CONDUCT OF VENTURE**: The responsibilities of the CITIES, COUNTY and DISTRICT are as described in the PERMIT and as described below:
  - A. Each Co-Permittee is independently responsible for complying with the requirements of the PERMIT within its own jurisdiction and complying with any individual enforcement actions pertaining to permit violations issued by the Regional Board.
  - B. The Ventura Countywide Stormwater Quality Management Program (PROGRAM) will be managed by a Management Committee (COMMITTEE). The COMMITTEE will be composed of twelve (12) members; one representative of each of the CITIES, COUNTY, and the DISTRICT. The COMMITTEE will be the principal forum for directing the activities of PROGRAM. The COMMITTEE will be chaired by the representative of the Principal Permittee named in the PERMIT.
  - C. Each member of the COMMITTEE will have one vote for any motion. Any budgetary motion must be approved by a 2/3 majority vote of the COMMITTEE (8 of 12), and any non-budgetary motion must be approved by majority vote.

- D. Rules governing the efficient operation of the PROGRAM (Appendix A) and COMMITTEE (Appendix B), including the definition of Co-permittee activities, Principal Permittee activities (Administration, Reporting, Monitoring, Countywide Outreach), as defined by the COMMITTEE are incorporated herein and attached as appendices. The Public Works Directors Committee (DIRECTORS) will be composed of 12 members; the Public Works Director of each of the ten CITIES, the County's Public Works Director, and the District's Director, or their designees.
- E. The DISTRICT, in addition to being a Co-Permittee, performs the services of the Principal Permittee. If there should be a transition of any Principal Permittee service(s) to another service provider, it is the intent of the Co-Permittees that a reasonable time period be required to enable a smooth transition of those services that minimizes the DISTRICT's loss in either infrastructure or staff levels. For external expenses of tasks over \$50,000, Co-Permittees have the option of directing the Principal Permittee to go through a competitive process for choosing the method of delivery of services.
- F. DISPUTE RESOLUTION: Any COMMITTEE member may appeal any formal decision of the COMMITTEE to the DIRECTORS.

All appeals brought to the DIRECTORS must be decided by a 2/3 majority vote of the DIRECTORS.

- 3. FINANCIAL RESPONSIBILITIES: COMMITTEE-approved activities performed by the Principal Permittee benefit all of the Co-Permittees. By pooling resources, the Co-Permittees benefit from cost sharing and better coordination of permit-required activities. Each of the Co-Permittees has a responsibility to fund a portion of the budget for services performed by the Principal Permittee. Principal Permittee activities, in general, consist of the following: program administration/coordination, reporting, monitoring and public outreach. In addition, those activities not included in the annually approved Principal Permittee budget (for instance, those activities specific to one party) are not the responsibility of the Co-Permittees.

- A. Principal Permittee Costs – The DISTRICT will pay 50% of the Principal Permittee cost, annually, with one exception: for Fiscal Year (July 1 through June 30; FY) 2010-2011, the DISTRICT will contribute 50% up to, but not exceeding, one million dollars (\$1,000,000). If the Principal Permittee costs for FY 2010-2011 exceed two million dollars (\$2,000,000), those excess costs will be shared among the CITIES and COUNTY, as described in subsection 3.B.i.

- B. Co-Permittee Costs

- i. CITIES and COUNTY will pay the cost for approved Principal Permittee expenses, less the DISTRICT's cost share, per subsection 3.A., proportional to the current Benefit Assessment Unit (BAU) ratios. The BAU ratios are updated annually according to the County Assessor's records.

- ii. All Co-Permittees will pay their own costs for Co-Permittee activities not assigned to the Principal Permittee.
- iii. The CITIES and COUNTY will investigate alternatives to the BAU cost-sharing method and, in good faith, discuss and try to reach consensus, on maintaining the current method for cost-sharing, or amending this AGREEMENT to initiate an alternative cost-sharing method. The investigation and discussion will take place in FY 2010-2011 with the goal to reach a consensus by April 1, 2011, so an amendment, if necessary, can be prepared to be approved by all the Co-Permittees and implemented on July 1, 2011, for FY 2011-2012 and beyond.

#### 4. FUNDING SOURCES

- A. Co-Permittees may continue to fund requirements described in Section 3 through the DISTRICT's Benefit Assessment Program in accordance with annual requests submitted to the DISTRICT. Each annual request must be supported by a program description, budget, and such other information reasonably requested by the DISTRICT. The Co-Permittees' share of the Principal Permittee budget may be deducted from the proceeds of the Benefit Assessment Program or by payment to DISTRICT. Co-permittees must notify DISTRICT by February 1 of each year of their preferred method.
- B. The Co-Permittees will collaborate with the DISTRICT, and invite them to participate in additional funding source(s) for activities to comply with Order No. 2010-0108.

#### 5. RECORDS AND ACCOUNTING: By February 1<sup>st</sup> of each year, the Principal Permittee must prepare a projected detailed annual budget by activity, including but not limited to, labor and fixed costs for COMMITTEE review and approval for the following fiscal year.

- A. The Principal Permittee must implement accounting tracking mechanisms in order to report and describe contributions and expenditures annually.
- B. Each year Principal Permittee expenditures will be reconciled against the approved budget. Any unexpended Principal Permittee funds will be refunded to the Co-Permittees in the subsequent year.
- C. The Principal Permittee will retain all permit-required documents and fiscal records for five years, and make available for review by any Co-Permittee, the Regional Board and/or the USEPA.

#### 6. FINANCIAL IMPLEMENTATION DATE: The financial aspects of this AGREEMENT will take effect on July 1, 2010.

#### 7. AMENDMENTS TO AGREEMENT: This AGREEMENT will be re-evaluated with each new NPDES permit and prior to the finalization of any new major PROGRAM funding source. This AGREEMENT may be amended by written consent of the Co-

Permittees, signed and approved by the governing body of each Co-permittee. Any amendment must comply with the requirements and regulations set forth by the Regional Board. Should, during the AGREEMENT term, Order No. 2010-0108 be revised, the parties will have the right to call for renegotiating the financial terms described in this AGREEMENT. Revision of Order No. 2010-0108 through a TMDL reopener process (incorporation of newly adopted TMDLs into the Order) are not considered for these purposes a call for renegotiation.

8. NON-COMPLIANCE WITH PERMIT: Any Co-permittee or Principal Permittee not in compliance with the PERMIT within its jurisdiction or scope of responsibility will be solely responsible for any lawfully assessed penalties.
9. APPENDAGE OF AGREEMENT: Any Co-permittee may negotiate a separate AGREEMENT with other Co-Permittees or with all Co-Permittees regarding stormwater/urban runoff discharge management issues. Such agreements will not be appended to this AGREEMENT however, they may reference this AGREEMENT.
10. WITHDRAWAL FROM THE AGREEMENT: A Co-Permittee may withdraw from this AGREEMENT after giving at least 180 days' written notice of withdrawal to the Principal Permittee and the Regional Board. The Principal Permittee must notify the remaining Co-Permittees within ten (10) business days of receipt of such notice.
  - A. The withdrawing Co-Permittee must obtain a separate Stormwater NPDES permit prior to withdrawal and comply with all permit requirements established by the Regional Board. Any withdrawing Co-permittee will be responsible for its share of Principal Permittee and shared costs for the remainder of the budget year of withdrawal.
  - B. The withdrawing Co-Permittee will be solely responsible for all lawfully assessed penalties as a consequence of withdrawal. The cost allocations to the remaining Co-Permittees will be recalculated in the following budget year.
12. EXECUTION IN COUNTERPARTS: This AGREEMENT may be executed and delivered in any number of counterparts or copies by the parties. When each party has signed and delivered at least one counterpart to the other parties, each counterpart will be deemed an original, and taken together, will constitute one and the same AGREEMENT, which will be binding and effective as to all the parties.
13. FEDERAL AND STATE GUIDELINES: This AGREEMENT is meant to be consistent with the terms of all applicable Federal and State permit regulations or guidelines as presently written and as may be amended during the term of this AGREEMENT. If any provision of this AGREEMENT conflicts with any Federal or State permit regulation or guideline, the guideline will take precedence. All provisions, which remain consistent, will remain in force and effect.
14. TERM: This AGREEMENT will become effective upon approval of all 12 Co-Permittees and will continue in effect until the term of the Permit issued by the Board on July 8, 2010 (Order No. 2010-0108) expires, or until terminated in the manner provided for in this AGREEMENT.

15. **TERMINATION OF AGREEMENT:** A 2/3 majority (8 of 12) of the Co-Permittees may terminate this AGREEMENT by mutual written consent.
16. **NOTICES:** All notices and correspondence will be deemed duly given, if (a) sent by certified U.S. mail; (b) delivered by hand; (c) deposited in the U.S. mail, postage prepaid and notice to the addresses of such mailing by phone immediately after deposit in the U.S. mail; (d) emailed and notice to the recipient by phone immediately after sending the email; or (e) faxed to the Principal Permittee and confirmation by phone immediately after sending the fax. All notices and correspondence must be sent or delivered to the following respective addresses or phone numbers of the parties:

Ventura County Watershed Protection District  
800 South Victoria Avenue  
Ventura, CA 93009  
Attn: Director of Watershed Protection District  
Phone: (805) 654-2040; Fax (805) 654-3350

County of Ventura  
800 South Victoria Avenue  
Ventura, CA 93009  
Attn: Director of Public Works  
Phone: (805) 654-2073; Fax (805) 654-3952

City of Camarillo  
601 Carmen Drive  
Camarillo, CA 93010  
Attn: Director of Public Works  
Phone: (805) 388-5307; Fax (805) 388-5318

City of Fillmore  
250 Central Avenue  
Fillmore, CA 93015  
Attn: Director of Public Works  
Phone: (805) 524-3701; Fax (805) 524-5707

City of Moorpark  
799 Moorpark Avenue  
Moorpark, CA 93021  
Attn: City Engineer/Public Works Director  
Phone: (805) 517-6255; Fax (805) 532-2555

City of Ojai  
401 South Ventura Street  
Ojai, CA 93023  
Attn: Director of Public Works  
Phone: (805) 640-2560; Fax (805) 640-2571

City of Oxnard  
305 West Third Street  
Oxnard, CA 93030  
Attn: Director of Public Works  
Phone: (805) 385-8280; Fax (805) 385-7907

City of Port Hueneme  
250 North Ventura Road  
Port Hueneme, CA 93041  
Attn: Director of Public Works  
Phone: (805) 986-6568; Fax (805) 986-6660

City San Buenaventura  
501 Poli Street  
Ventura, CA 93001  
Attn: Director of Public Works  
Phone: (805) 654-7800; Fax: (805) 652-0865

City of Santa Paula  
P.O. Box 569  
Santa Paula, CA 93061-0569  
Attn: Director of Public Works  
Phone: (805) 933-4212; Fax (805) 525-3742

City of Simi Valley  
2929 Tapo Canyon Road  
Simi Valley, CA 93063  
Attn: Director of Public Works  
Phone: (805) 583-6786; Fax (805) 583-6300

City of Thousand Oaks  
2100 Thousand Oaks Blvd.  
Thousand Oaks, CA 91362  
Attn: Director of Public Works  
Phone: (805) 449-2457; Fax (805) 449-2475

17. **ENTIRE AGREEMENT**: This AGREEMENT contains the entire understanding of the Co-Permittees with respect to the matters contained herein, and supersedes any prior agreement or understanding, oral or written.
18. **ASSIGNMENT**: Each Co-Permittee has the right to assign its rights and obligations under this AGREEMENT only with the written consent of every other Co-Permittee, which consent may not be unreasonably withheld.
19. **SUCCESSORS IN INTEREST**: Except as otherwise provided, this AGREEMENT will inure to the benefit of and be binding upon the successors and assigns of the parties. Except as expressly set forth herein, this AGREEMENT is not intended to benefit any person or entity not a party to this AGREEMENT.

20. SECTION HEADINGS: Headings at the beginning of each numbered section of this AGREEMENT are solely for the convenience of the parties and are not a part of this AGREEMENT.
21. SEVERABILITY: The invalidity in whole or in part of any provision of this AGREEMENT will not void or affect the validity of the other provisions of this AGREEMENT.
22. INTERPRETATION: The language in all parts of this AGREEMENT will be construed under the laws of the State of California according to its normal and usual meaning, and not strictly for or against any party. Exclusive venue for any action involving this AGREEMENT is in Ventura County. In the event of litigation in a United States District Court, exclusive venue is the Central District of California.
23. NO AGENCY CREATED: Nothing in this AGREEMENT is intended to create a separate entity or agency and no party to this AGREEMENT is the agent of any other party and nothing in this AGREEMENT will be construed as permitting or authorizing any party to this AGREEMENT to act in any capacity as an agent of the other except as expressly provided herein. Notwithstanding the foregoing, the parties acknowledge that they are entering into this AGREEMENT for their mutual benefit, and the parties agree to execute such further agreements and documents and take such further actions as may be reasonably necessary to implement this AGREEMENT.
24. AUTHORITY TO EXECUTE AGREEMENT: Each party covenants that each individual executing this AGREEMENT on behalf of such party is a person duly authorized and empowered to execute agreements for such party.

## APPENDIX A: GUIDELINES FOR DETERMINING PRINCIPAL PERMITTEE ACTIVITIES

**Definition of Program Activities:** Program Activities are permit required activities.

### Administration

Convene, chair, provide agenda & minutes at Management and Sub-committee meetings
Provide technical and administrative support necessary to implement the Permit.
Prepare and track annual budget
Serve as liaison between the Co-permittees and the RWQCB; <ul style="list-style-type: none"><li>• Set time schedules for the performance of activities;</li><li>• Forward Co-permittee information to the RWQCB;</li><li>• Arrange for public review, when needed;</li><li>• Update Co-permittees on RWQCB and EPA regulations</li></ul>
Distribute common information
Membership and participation in SCCWRP and CASQA
Secure services of consultants
Benefit Assessment Program coordination
Provide technical leadership
Prepare regulatory response/comment letters
Prepare and update special agreements

### Reporting

Prepare annual and monitoring reports
File annual Co-permittee self-audits
Prepare ROWD
Seek Co-permittee review
Prepare regulatory response letters for annual reports

### Monitoring

Implement county-wide monitoring
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### Countywide Public Outreach

Meet minimum Permit required PO elements
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## **APPENDIX B: COUNTYWIDE STORMWATER PROGRAM MANAGEMENT COMMITTEE**

The NPDES Management Committee (COMMITTEE) is the principal forum for directing the countywide stormwater quality management program (PROGRAM) and is composed of twelve (12) members, one representative for each of the CITIES, COUNTY, and the DISTRICT.

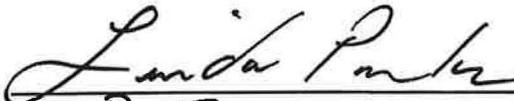
1. The COMMITTEE is chaired by the Principal Co-permittee and meets as needed (at least quarterly) to achieve permit requirements and assure PROGRAM continuity.
2. COMMITTEE members and designated alternates shall be senior level and appointed by their Agency.
3. The COMMITTEE shall direct and guide the Program and review and approve the Program budget, comment letters, and report submittals to various agencies (i.e., monitoring reports, annual reports and comment letters sent to Los Angeles Regional Water Quality Control Board. The COMMITTEE shall consider permit compliance, including benefit as a primary objective in approving program tasks and corresponding budgets.
4. The COMMITTEE will review materials developed by the subcommittees, provide comments, and approve or reject program activities.
5. The LARWQCB may appoint a non-voting representative and alternate to the Management Committee.

**NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM  
AMENDMENT TO IMPLEMENTATION AGREEMENT  
VENTURA COUNTYWIDE  
STORMWATER QUALITY MANAGEMENT PROGRAM**

**County of Ventura Signature Page**

IN WITNESS WHEREOF, the Parties hereto have executed this Amendment on the day and date below written.

COUNTY OF VENTURA

  
\_\_\_\_\_  
Chair, *PRO TEMPORE*  
Board of Supervisors

  
\_\_\_\_\_  
Date

ATTEST:

Marty Robinson  
Clerk of the Board of Supervisors  
County of Ventura  
State of California



By:   
\_\_\_\_\_  
Deputy Clerk of the Board

**NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM  
AMENDMENT TO IMPLEMENTATION AGREEMENT  
VENTURA COUNTYWIDE  
STORMWATER QUALITY MANAGEMENT PROGRAM**

**Ventura County Watershed Protection District Signature Page**

IN WITNESS WHEREOF, the Parties hereto have executed this Amendment on the day and date below written.

VENTURA COUNTY WATERSHED PROTECTION DISTRICT

*Linda Park*  
Chair, *PRO TEMPORE*  
Watershed Protection District  
Board of Supervisors

*July 20, 2010*  
Date

ATTEST:

Marty Robinson  
Clerk of the Board of Supervisors  
County of Ventura  
State of California



By: *[Signature]*  
Deputy Clerk of the Board

NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM  
IMPLEMENTATION AGREEMENT  
VENTURA COUNTYWIDE  
STORMWATER QUALITY MANAGEMENT PROGRAM

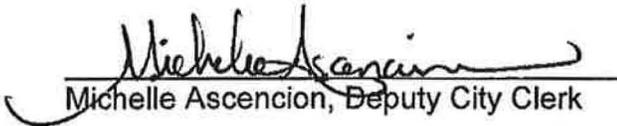
City of Port Hueneme Signature Page



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Norman E. Griffaw, Mayor  
City of Port Hueneme, California

ATTEST:



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Michelle Ascencion, Deputy City Clerk

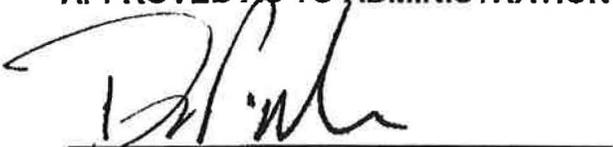
APPROVED AS TO FORM:



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Mark Hensley, City Attorney

APPROVED AS TO ADMINISTRATION:



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David J. Norman, City Manager

**Appendix A**

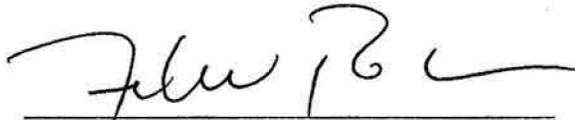
January 12, 2011 Version

**NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM  
AMENDMENT TO IMPLEMENTATION AGREEMENT  
VENTURA COUNTYWIDE  
STORMWATER QUALITY MANAGEMENT PROGRAM**

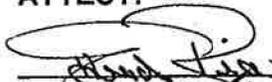
**City of Santa Paula Signature Page**

IN WITNESS WHEREOF, the Parties hereto have executed this Amendment on the day and date below written.

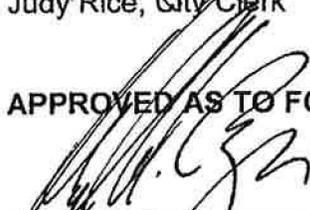
CITY OF SANTA PAULA

  
\_\_\_\_\_  
Fred W. Robinson, Mayor

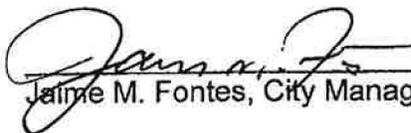
**ATTEST:**

  
\_\_\_\_\_  
Judy Rice, City Clerk

**APPROVED AS TO FORM:**

  
\_\_\_\_\_  
Karl H. Berger, City Attorney

**APPROVED AS TO CONTENT:**

  
\_\_\_\_\_  
Jaime M. Fontes, City Manager



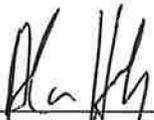
CITY OF OXNARD

  
\_\_\_\_\_  
Dr. Thomas E. Holden, Mayor

ATTEST:

  
\_\_\_\_\_  
Daniel Martinez, City Clerk

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Alan Holmberg, City Attorney

APPROVED AS TO INSURANCE

  
\_\_\_\_\_  
James Cameron, Chief Financial Officer

APPROVED AS TO CONTENT:

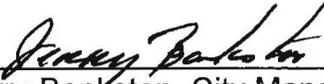
  
\_\_\_\_\_  
Rob Roshanian, Interim Public Works Director

  
\_\_\_\_\_  
Anthony Emmert, Water Resources Manager

NATIONAL POLLUTANT DISCHARGE ELIMINATION  
SYSTEM IMPLEMENTATION AGREEMENT  
VENTURA COUNTYWIDE  
STORMWATER QUALITY MANAGEMENT PROGRAM

City of Camarillo Signature Page

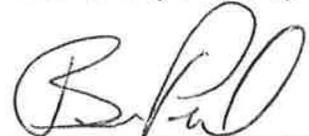
Sept. 9, 2010  
Date

  
Jerry Bankston, City Manager  
City of Camarillo, California

ATTEST:

  
Jeffrie Madland, City Clerk

APPROVED AS TO FORM:  
Office of City Attorney

  
Brian Pierik, City Attorney

**NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM  
IMPLEMENTATION AGREEMENT  
VENTURA COUNTYWIDE  
STORMWATER QUALITY MANAGEMENT PROGRAM**

**City of Thousand Oaks Signature Page**



Dennis C. Gillette  
City of Thousand Oaks, California

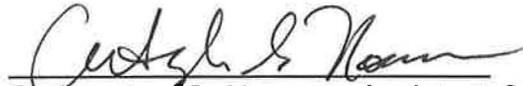
**ATTEST:**



Linda D. Lawrence, City Clerk

**APPROVED AS TO FORM:**

Office of City Attorney



Christopher G. Norman, Assistant City Attorney

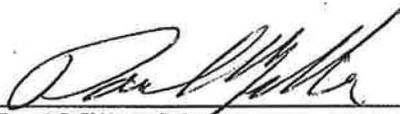
**APPROVED AS TO ADMINISTRATION:**



Scott Mitnick, City Manager

NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM  
IMPLEMENTATION AGREEMENT  
VENTURA COUNTYWIDE  
STORMWATER IMPLEMENTATION PROGRAM

City of Simi Valley Signature Page



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Paul Miller, Mayor  
City of Simi Valley, California

ATTEST:



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Wendy K. Green, Assistant City Clerk

APPROVED AS TO FORM:

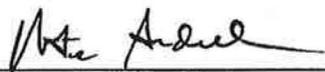
Office of City Attorney



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Tracy M. Noonan, City Attorney

APPROVED AS TO CONTENT:



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Mike Sedell, City Manager



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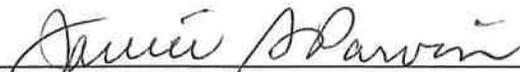
Ronald K. Fuchiwaki, Director  
Department of Public Works

NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM  
IMPLEMENTATION AGREEMENT  
VENTURA COUNTYWIDE  
STORMWATER QUALITY MANAGEMENT PROGRAM

City of Moorpark Signature Page

IN WITNESS WHEREOF, the parties hereto have executed this Amendment on the day and date first above written.

CITY OF MOORPARK

  
\_\_\_\_\_  
Janice S. Parvin, Mayor  
City of Moorpark, California

10.13.2010  
Date

ATTEST:

  
\_\_\_\_\_  
Deborah S. Traffenstedt, City Clerk



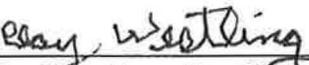
NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM  
IMPLEMENTATION AGREEMENT  
VENTURA COUNTYWIDE STORMWATER QUALITY MANAGEMENT PROGRAM

SIGNATURE PAGE

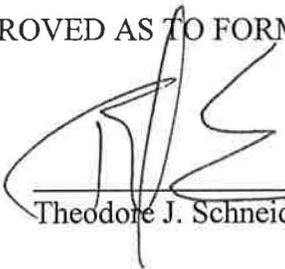
CITY OF FILLMORE,

By:   
Patti Walker, Mayor

ATTEST:

By:   
Clay Westling, City Clerk

APPROVED AS TO FORM:

By:   
Theodore J. Schneider, City Attorney

City of San Buenaventura Signature Page

CITY OF SAN BUENAVENTURA

A handwritten signature in cursive script that reads "Rick Cole". The signature is written in black ink and is positioned above a horizontal line.

Rick Cole, City Manager

APPROVED AS TO FORM

A handwritten signature in cursive script that reads "Ariel Pierre Calonne". The signature is written in black ink and is positioned above a horizontal line.

Ariel Pierre Calonne  
City Attorney

20. SECTION HEADINGS: Headings at the beginning of each numbered section of this AGREEMENT are solely for the convenience of the parties and are not a part of this AGREEMENT.
21. SEVERABILITY: The invalidity in whole or in part of any provision of this AGREEMENT will not void or affect the validity of the other provisions of this AGREEMENT.
22. INTERPRETATION: The language in all parts of this AGREEMENT will be construed under the laws of the State of California according to its normal and usual meaning, and not strictly for or against any party. Exclusive venue for any action involving this AGREEMENT is in Ventura County. In the event of litigation in a United States District Court, exclusive venue is the Central District of California.
23. NO AGENCY CREATED: Nothing in this AGREEMENT is intended to create a separate entity or agency and no party to this AGREEMENT is the agent of any other party and nothing in this AGREEMENT will be construed as permitting or authorizing any party to this AGREEMENT to act in any capacity as an agent of the other except as expressly provided herein. Notwithstanding the foregoing, the parties acknowledge that they are entering into this AGREEMENT for their mutual benefit, and the parties agree to execute such further agreements and documents and take such further actions as may be reasonably necessary to implement this AGREEMENT.
24. AUTHORITY TO EXECUTE AGREEMENT: Each party covenants that each individual executing this AGREEMENT on behalf of such party is a person duly authorized and empowered to execute agreements for such party.

[An executed signature page must be provided by each signatory.]

City of Ojai

  
\_\_\_\_\_  
John Baker, Interim City Manager

ATTEST:

  
\_\_\_\_\_  
Cynthia Burell, City Clerk  
City of Ojai





# City of Port Hueneme

## COUNCIL AGENDA STAFF REPORT

**TO:** City Council

**FROM:** Michele Kostenuik, City Clerk

**SUBJECT:** ADOPTION OF RESOLUTIONS IN PREPARATION FOR THE 2016 MUNICIPAL GENERAL ELECTION

**DATE:** June 6, 2016

### **RECOMMENDATION:**

It is recommended the City Council adopt the attached resolutions in preparation for the 2016 Municipal General Election.

### **BACKGROUND/ANALYSIS:**

The attached resolutions authorize the City to consolidate its municipal election with the statewide Gubernatorial General Election to be held November 8, 2016, and establish rules to govern submission of candidate statements. These resolutions meet the Ventura County Elections Division's legal and procedural requirements for conducting the City's municipal election.

The first resolution officially calls and gives notice of the holding of a municipal general election and requests the Ventura County Clerk and Recorder's office to render specified services relating to conducting the election.

The second resolution adopts regulations for candidates pertaining to candidate statements, costs, deposits, and related items. The Ventura County Elections Division's estimated cost of printing, handling, and mailing of the candidate statements is \$600 per candidate.

Also attached is the Ventura County Elections Division's calendar for the November 8, 2016 General Election.

### **FISCAL IMPACT:**

There is no fiscal impact at this time. The City's estimated share of the election expense for two City Council Member seats is approximately \$8,000 and is set forth in the FY 2016-2017 budget.

### **Attachments:**

- 1.) Resolutions (2)

- 2.) Exhibit A and B
- 3.) 2016 Election Calendar

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORT HUENEME CALLING FOR A MUNICIPAL GENERAL ELECTION REQUESTING CONSOLIDATION OF THE ELECTION, REQUESTING THE COUNTY CLERK TO RENDER SERVICES AND SUPPLIES TO THE CITY FOR THE ELECTION, AND AUTHORIZING THE BOARD OF SUPERVISORS TO CANVASS THE RETURNS**

**WHEREAS**, a Municipal General Election is to be held in the City of Port Hueneme on November 8, 2016, the date of the statewide Gubernatorial General Election; and

**WHEREAS**, the City of Port Hueneme wishes to have the County Clerk of Ventura render specified services and supplies to the City relating to the conduct of the election.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Port Hueneme that a Municipal General Election is hereby called to be held in the City of Port Hueneme on November 8, 2016, the date of the statewide General Election, for the purpose of electing two (2) Council Members for a full term of four years, as shown on Exhibit "A" attached hereto and made a part hereof.

**BE IT FURTHER RESOLVED** ballots to be used at the election shall be in the form and content as required by law.

**BE IT FURTHER RESOLVED** that pursuant to Section 10403 of the Elections Code, the City of Port Hueneme hereby requests consolidation of its November 8, 2016 Municipal General Election with the statewide Gubernatorial General Election; and the consolidated election will be held and conducted in the manner prescribed in Elections Code Section 10418.

**BE IT FURTHER RESOLVED** that pursuant to Elections Code Section 10002, the Board of Supervisors is requested to permit the County Clerk to render services and supplies with respect to the conduct of the City of Port Hueneme's November 8, 2016 Municipal General Election (as shown on Exhibit "B" attached hereto and made a part hereof), that the County Clerk render any

and all other services and supplies as may be necessary to complete this election, and that the City of Port Hueneme pay the reasonable costs for the services and supplies rendered by the County Clerk.

**BE IT FURTHER RESOLVED** that the City of Port Hueneme authorizes the Board of Supervisors of the County of Ventura to canvass the election returns of the City of Port Hueneme's November 8, 2016 Municipal General Election. Pursuant to Section 15651 of the Elections Code, in the event of a tie vote, the County election board shall determine the tie by random drawing.

**BE IT FURTHER RESOLVED** that the City Clerk is hereby directed to file a certified copy of this Resolution with the Ventura County Board of Supervisors and the Ventura County Elections Division.

**BE IT FURTHER RESOLVED** that the City Clerk shall certify to the passages and adoption of this Resolution into the book of original resolutions.

**PASSED, APPROVED, AND ADOPTED** this 6<sup>th</sup> day of June, 2016.

\_\_\_\_\_  
**DOUGLAS BREEZE**  
**MAYOR**

**ATTEST:**

\_\_\_\_\_  
**MICHELE KOSTENUIK**  
**CITY CLERK**

**APPROVED AS TO FORM:**

**APPROVED AS TO CONTENT:**

\_\_\_\_\_  
**MARK D. HENSLEY**  
**CITY ATTORNEY**

\_\_\_\_\_  
**JOHN BAKER**  
**INTERIM CITY MANAGER**

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
PORT HUENEME ADOPTING REGULATIONS FOR  
CANDIDATES FOR ELECTIVE OFFICE PERTAINING TO  
MATERIALS SUBMITTED TO THE ELECTORATE AND THE  
COSTS THEREOF FOR THE MUNICIPAL GENERAL ELECTION  
TO BE HELD IN SAID CITY ON TUESDAY, NOVEMBER 8, 2016**

**WHEREAS**, Section 13307 of the Elections Code of the State of California provides that the governing body of any local agency adopt regulations pertaining to materials prepared by any candidate for a municipal election, including costs thereof.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Port Hueneme that pursuant to Section 13307 of the Elections Code, each candidate for elective office to be voted for at the Municipal General Election to be held in the City of Port Hueneme on November 8, 2016 may prepare a candidate statement on an appropriate form provided by the City Clerk. The following rules will govern the request, submission and handling of the candidate's statement:

- (a) The maximum number of words permitted in the candidate statement shall be two hundred (200);
- (b) A candidate statement must be on the form provided by the City Clerk;
- (c) A candidate statement shall not include the party affiliation of the candidate, nor membership or activity in partisan political organizations;
- (d) In accordance with Election Code Section 13308, a candidate statement shall be limited to a recitation of the candidate's own personal background and qualifications, and shall not in any way make reference to other candidates for that office or to another candidate's qualifications, character, or activities;
- (e) A candidate statement shall be filed in the office of the City Clerk when the candidate's nomination papers are submitted for filing;
- (f) The candidate's pro-rata share of the cost of printing, handling, and mailing of a candidate statement is Six Hundred Dollars (\$600). The candidate shall deposit this estimated cost with the City Clerk at the time of submission of the candidate's statement;

- (g) A candidate statement may be withdrawn, but not changed, during the period for filing nomination papers and until 5:00 p.m. of the next working day after the close of the nomination period;
- (h) A candidate statement shall remain confidential until the expiration of the filing deadline; and
- (i) If a candidate statement is not filed, a waiver form is required to be filed with the nomination papers.

**BE IT FURTHER RESOLVED** that the City Council determines that the burden of paying for printing, handling, and mailing of the candidate statement is to be borne by the candidate. Based on the estimated total cost of printing, handling, translating, and mailing the candidate statements (pursuant to Elections Code Section 13307), the City Clerk shall require each candidate filing a statement to pay in advance his or her pro rata share as a condition of having his or her statement included in the voter's pamphlet. Each candidate shall be billed for any cost in excess of the deposit, or shall receive a refund of any unused portion of the deposit. No candidate shall be permitted to include additional materials in the sample ballot package.

**BE IT FURTHER RESOLVED** that the City Clerk shall certify to the passage and adoption of this Resolution, shall enter the same in the book of original resolutions of said City; and shall make a minute of passage and adoption thereof in the records of the proceedings for the City Council of said City, in the minutes of the meeting at which the same is passed and adopted. The City Clerk shall provide each candidate or candidate's representative a copy of this Resolution at the time nomination petitions are issued.

**PASSED, APPROVED, AND ADOPTED** this 6<sup>th</sup> day of June, 2016.

**ATTEST:**

\_\_\_\_\_  
**DOUGLAS BREEZE**  
**MAYOR**

\_\_\_\_\_  
**MICHELE KOSTENUIK**  
**CITY CLERK**

**APPROVED AS TO FORM:**

**APPROVED AS TO CONTENT:**

\_\_\_\_\_  
**MARK D. HENSLEY**  
**CITY ATTORNEY**

\_\_\_\_\_  
**JOHN BAKER**  
**INTERIM CITY MANAGER**

MARK A. LUNN  
Clerk Recorder/Registrar of Voters  
Elections Division

**“EXHIBIT A”**

**NOTICE TO COUNTY CLERK OF ELECTIVE OFFICES TO BE FILLED  
IN THE**

City of Port Hueneme

(Name of City)

You are hereby notified that a General Municipal Election will be held in the above City on November 8, 2016. Records indicate that the elective offices held by the persons listed below are to be filled:

NAME (Current Council Member)\*

TITLE & DIVISION (if any)

Sylvia Munoz Shnopp

Council Member

Douglas Breeze

Council Member

The Candidate is to pay for the printing, handling, translating, and mailing  
**City or Candidate\*\***

of the candidate's statements pursuant to Section 13307 of the Elections Code.

Dated: June 6, 2016

(SEAL)

Michele Kostenuik

City Clerk/Elections Official

\* Please note if any appointments were made to fill vacancies and indicate expiration of terms and prior council members' names.

\*\* Indicate City or Candidate depending upon which entity is to be billed for the cost of printing and handling the candidate's statements.



**ELECTION DAY VOTER INFORMATION** – A CD of registered voters and a list of polling places will be provided.

**SPANISH TRANSLATIONS** – Ventura County Elections Division will arrange for all translations pursuant to Elections Code Section 13307.

**PRINTING OF SAMPLE BALLOTS** – Ventura County Elections Division will arrange for printing Candidates' Statements in the Sample Ballot for each election.

**VOTE BY MAIL BALLOTS** – Ventura County Elections Division will process all Vote By Mail ballots, including the checking of applications and ballot mailing. Applications and envelopes will be provided to City Clerks.

**POLLING PLACES/PRECINCTS ASSIGNMENTS** – Ventura County Elections Division will determine the number of polling places.

The undersigned requests the above election services to be performed by the Ventura County Elections Official and pursuant to Elections Code Section 10002, agrees to reimburse the County in full for services requested upon presentation of a bill.

Name of City: City of Port Hueneme

Signature & Title: City Clerk

Date: June 6, 2016

**MARK A. LUNN**  
**Clerk Recorder/Registrar of Voters**  
**County of Ventura Elections Division**  
**Presidential General Election Calendar**  
**November 8, 2016**

**May 20**

172 days

Last day to file petitions regarding measures and/or initiatives.

**July 5**

126 days

Last day to request consolidation by delivering resolution for cities, schools and special districts for offices to be filled, including ballot question text for initiative measures.

**July 11**

120 days

Publish Notice of Election.

**July 18**

113 days

Declaration of Candidacy and Nomination period begins.

**July 25**

106 days

Ballot title and summary, tax rate statement, and full text of measure due to County Elections Office.

**July 25**

106 days

Newspaper publication of Notice of Election and Synopsis of Measures with dates of Arguments/Rebuttals. (Public examination opens for 10 days immediately upon receipt of documents.)

**July 26**

105 days

Measures to County Counsel (or City Attorney) to prepare Impartial Analysis.

**July 26 – August 4**

105-96 days

Arguments filing period. Public exam August 5 through August 15.

**August 5 – August 15**

95-85 days

Rebuttals filing period. Public exam August 16 through August 26.

**August 12**

88 days

Last day of nomination period.

**August 13 – August 17**

87-83 days

Extension of nomination period.

**August 18**

82 days

Random alpha drawing for names appearing on the ballot.

**August 26**

74 days

Sample Ballot pages to printers.

**September 12 – October 25**

57-14 days

Write-in candidate filing period.

**September 29 – October 18**

40-21 days            Mail Sample Ballots to voters.

**October 10\* – November 1**

29-7 days            Vote By Mail ballots are available.

**October 24**

15 days            Last day to register to vote.

**November 8**

Election Day. Polls open 7:00 a.m. to 8:00 p.m.

**November 10**

+2 days            Official Canvass begins.

**December 8**

+30 days            Completion of Official Canvass.

**NOTE:** Resolutions requesting consolidation for measures received after July 5 may have shortened and/or no Argument/Rebuttal periods.

\* Federal holiday; Elections Division office will be open.





# City of Port Hueneme

## **COUNCIL/BOARD/COMMISSION AGENDA STAFF REPORT**

**TO:** City Council/Housing Board/Surplus Property Authority Commission

**FROM:** Alvin Burrell, Interim Finance/Housing Director

**SUBJECT:** APPROVAL OF COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR) FOR FISCAL YEAR 2014-15

**DATE:** June 6, 2016

### **RECOMMENDATION:**

It is recommended the City Council/Housing Authority Board/Surplus Property Authority Commission accept the Comprehensive Annual Financial Report for Fiscal Year 2014-15.

### **BACKGROUND/ANALYSIS**

The Comprehensive Annual Financial Report (CAFR) is prepared by the City's Finance Department in conformity with generally accepted accounting principles and Governmental Accounting Standards Board (GASB) requirements. It is audited by the independent public accounting firm of Patel & Associates, LLP.

The June 30, 2015 CAFR fairly and accurately represents the City's fiscal year financial results and financial position as of June 30, 2015. The City has received a "clean" audit report.

### **FISCAL IMPACT**

This report has no fiscal impact.

### **Attachments:**

- 1.) CAFR FY 2014-15 (Note: Due to size, this attachment has been placed in the Office of the City Clerk and website)





# City of Port Hueneme

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## COUNCIL AGENDA STAFF REPORT

**TO:** City Council

**FROM:** John Baker, Interim City Manager

**SUBJECT:** ADOPTION OF A RESOLUTION AUTHORIZING VENTURA COUNTY TRANSPORTATION COMMISSION/VENTURA COUNTY LOCAL TRANSPORTATION AUTHORITY (VCTC) TRANSPORTATION MEASURE INVESTMENT/EXPENDITURE PLAN

**DATE:** June 6, 2016

### **RECOMMENDATION:**

It is recommended the City Council:

1. Adopt Resolution No. \_\_\_\_\_ approving the Ventura County Transportation Measure Investment/Expenditure Plan (The Plan) (attached) and,
2. Transmit adopted Resolution to VCTC acting as the Ventura County Local Transportation Authority

### **BACKGROUND/ANALYSIS**

At a special meeting of the Ventura County Transportation Commission/Ventura County Local Transportation Authority ("Commission") held, Friday, April 22, 2016 the Ventura County Local Transportation Authority approved, by 14-0 vote, the attached draft Ventura County Transportation Measure Investment/Expenditure Plan for distribution to all cities within Ventura County. The action by the Commission is the first formal step, pursuant to Public Utilities Code Section 180206, towards placing a transportation sales tax measure on the November 2016 general election ballot. This action followed a presentation by VCTC's voter research consultant, Dr. Richard Bernard, of the firm Fairbanks, Maslin, Maulin, & Metz who presented results from recent polling of 600 likely Ventura County voters that showed that 67% were in favor of a ½ cent sales tax measure for transportation investments, projects and programs. The 2/3rd level

**COUNTY SALES TAX**  
**JUNE 6, 2016**  
**Page 2**

of support is critical since a transportation measure is considered a “special tax” and as such state law requires 2/3rd voter approval for passage.

The Plan approved by the Commission is a 30-year \$3.3 billion transportation investment strategy funded by countywide ½ cent sales tax and would be distributed in general as described in the table below.

Investment/Expenditure Plan Component	30 Year Total	% of Total
<b>1. Local Streets and Roads</b>	\$1,650,000,000	50%
<b>2. Freeway Program</b>	\$660,000,000	20%
<b>3. Regional Roads/Military Access/Freight Movement</b>	\$227,700,000	6.9%
<b>4. Bus Transit Enhancements &amp; Fare Support</b>	\$191,400,000	5.8%
<b>5. Commuter Rail Enhancements</b>	\$191,400,000	5.8%
<b>6. Bicycle and Pedestrian Improvements</b>	\$99,000,000	3.0%
<b>7. Transportation Environmental Mitigation</b>	\$198,000,000	6.0%
<b>8. State Board Of Equalization Fees</b>	\$49,500,000	1.5%
<b>9. Admin/Taxpayer Oversight</b>	\$33,000,000	1.0%
<b>Total</b>	<b>\$3,300,000,000</b>	<b>100%</b>

A clear area of concern for Ventura County residents and virtually all transportation stakeholders is the importance of maintaining local streets and roads. This message was heard through VCTC’s voter research as well as through the community meetings as VCTC developed the VCTC Comprehensive Transportation Plan. The Ventura County Investment/Expenditure Plan recognizes this concern and allocates \$35 million annually, the largest amount of any category, to a local streets, roads, and transportation priorities program. This funding, which is 50% of the funds generated, would be distributed by VCTC directly to cities and the County of Ventura for local street and road needs and local transportation priorities as determined by City Council and the Board of Supervisors. Based on the street lane miles formula recommended by the Ventura County City Managers group, the amount of funding for local transportation needs and priorities for the City of Port Hueneme is \$536,000 annually.

The remaining 50% of the funds will be focused on regional transportation priorities administered by the Commission. Over the 30-year Plan life, \$660 million (20% of measure revenues) will match an equivalent amount of State and Federal transportation funds to provide major improvements to the US 101 corridor through urban Ventura County and improvements to State Route 118 between Simi Valley and Moorpark.

The Regional Road/Freight Movement program is allocated approximately \$228 million to fund regional roads, arterials, and state highways that play a significant

## **COUNTY SALES TAX**

**JUNE 6, 2016**

**Page 3**

role in the safe and efficient movement of freight, provide access for Ventura County's military installations and connect Ventura County communities on routes other than freeways.

Public Transit, including bus and passenger rail transit, is allocated a combined \$380 million (nearly 12% of measure revenues) split evenly between modes. The bus system enables mobility for those who do not drive or do not have a vehicle and offers a choice to those who do. Measure funding would be used to ensure fares are kept affordable for those who need it most: seniors, students, people with disabilities and veterans and will fund expansion of bus services, connections, bus infrastructure and improvements to countywide services. Commuter and passenger rail plays an important part in the overall transportation mix. Funding from the measure provides a stable and continuous source of funding for Metrolink rail operations ensuring that passenger rail remains an option for commuters, and provides funding for additional capital improvements when needed.

A comprehensive transportation system must support all modes, including bicycles and walking. The Plan includes \$99 million that will be used to match Federal and State funds includes funding for cycling and pedestrian projects such as Class 1 dedicated bike and pedestrian trails, improved on street bike lanes and signage on routes connecting communities and safe routes to schools. It is anticipated that with local funds being used consistent with Complete Streets ordinances this program will enable local jurisdictions to make transformative investments in bicycle and pedestrian projects.

Lastly, from a funding allocation perspective, the Plan allocates \$198 million for capital investments and programs that have a transportation nexus to the natural environment. This program will match State and Federal resource agency grants, foundation grants and other non-governmental organization grants to fund restoration efforts and protect habitat impacted by transportation infrastructure. This program will also support local agency efforts to reduce runoff from highways, streets and roads, and maintain and improve drainage filters and facilities.

The Plan has strict safeguards and accountability measures including an independent Taxpayer Oversight Committee and requires annual independent audits. Administration expenses are capped at 1% as required by law. The Plan includes a "maintenance of effort" provision to ensure the funds augment existing funds, not replace existing local investments.

The law requires that at least six (6) Ventura County cities representing no less than 50%+1 of the incorporated population plus the Board of Supervisors approve The Plan before the Commission can request that the measure be

**COUNTY SALES TAX**  
**JUNE 6, 2016**  
**Page 4**

placed on the ballot. Every City Council and the Board of Supervisors is being asked to approve The Plan during the months of May and June. Assuming the requisite number of cities consisting of the required population and the Board of Supervisors approve The Plan, the Commission will consider the required ordinance adopting the final plan at the regularly scheduled July 8th Commission meeting. State law requires a 2/3rd affirmative vote for the ordinance to be approved. Additionally the Commission may then act to formally request that the Board of Supervisors place the sales tax revenue measure including The Plan on the November 2016 ballot.

The decision to prepare the draft Ventura County Transportation Measure Investment/Expenditure Plan and approve it for distribution to and consideration by Ventura County and the cities therein pursuant to Public Utilities Code Section 180206 is part of the process for creation of government funding mechanism and is exempt from CEQA pursuant to CEQA Guidelines Section 15378(b)(4).

**FISCAL IMPACT**

The recommended action will have no fiscal impact of on the General Fund. Over the period of the 30 years the City will receive nearly \$16 million for streets and roads, assuming the voters will approve of the measure.

**Attachment:**

- 1.) Resolution No. \_\_\_\_\_ approving the Ventura County Transportation investment/expenditure plan
- 2.) VCTC Expenditure Plan



**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
PORT HUENEME APPROVING THE VENTURA COUNTY  
TRANSPORTATION INVESTMENT/EXPENDITURE PLAN**

**WHEREAS**, the City of Port Hueneme is in receipt of the Ventura County Investment/Expenditure Plan approved for distribution to cities and the County of Ventura by the Ventura County Transportation Commission acting as the Ventura County Local Transportation Authority on April 22, 2016 by a 14-0 vote. The Ventura County Investment/Expenditure Plan was prepared pursuant to Public Utilities Code Section 180206 and is required as part of consideration of the potential placement of a retail transactions and use tax (1/2 cent sales tax) revenue measure on the ballot for the November 8, 2016 general election. The revenue measure, if placed on the ballot and approved by the voters, is estimated to generate \$70,000,000 annually to repair, preserve, and improve the transportation system of Ventura County; and

**WHEREAS**, the lack of a “self-help” transportation revenue measure has placed Ventura County at a competitive disadvantage when competing for federal and state transportation funds with other California counties; and

**WHEREAS**, 50% of the revenue received from a voter-approved revenue measure and allocated pursuant to the proposed Ventura County Transportation Investment/Expenditure Plan will go back to each of the ten cities and the County of Ventura for local transportation needs. This represents an estimated \$1,650,000,000 of funding over thirty years; and

**WHEREAS**, the City of Port Hueneme has significant transportation needs, including local street and road repair, pedestrian improvements, and active transportation needs. Moreover, the cost in recent years of deferred street maintenance needs has grown, while traditional sources of funding for street repairs have diminished.

**NOW, THEREFORE, BE RESOLVED**, that the City of Port Hueneme approves the Ventura County Investment/Expenditure Plan dated June 6, 2016.

**PASSED AND ADOPTED** THIS 6th day of June, 2016 by the following vote:

AYES:

NOES:

ABSENT:

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DOUGLAS A. BREEZE  
MAYOR

ATTEST:

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MICHELE KOSTENUIK  
CITY CLERK

APPROVED AS TO FORM:

APPROVED AS TO CONTENT:

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MARK D. HENSLEY  
CITY ATTORNEY

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JOHN BAKER  
CITY MANAGER

# VENTURA COUNTY TRANSPORTATION INVESTMENT/ EXPENDITURE PLAN



Ventura County  
Transportation  
Commission

CLEAN WATER  
RUN OFF

# VENTURA COUNTY TRANSPORTATION INVESTMENT/EXPENDITURE PROGRAM

## THE PLAN

Investment/Expenditure Plan Component	30 Year Total	Percent of Total
1. Local Streets and Roads	\$1,650,000,000	50.0%
2. Freeway Program	\$660,000,000	20.0%
3. Regional Roads/ Military Access/ Freight Movement	\$227,700,000	6.9%
4. Bus Transit Enhancements & Fare Support	\$191,400,000	5.8%
5. Commuter Rail Enhancements	\$191,400,000	5.8%
6. Bicycle & Pedestrian Improvements	\$99,000,000	3.0%
7. Transportation Environmental Mitigation	\$198,000,000	6.0%
8. State Board of Equalization Fees	\$49,500,000	1.5%
9. Admin/Taxpayer Oversight	\$33,000,000	1.0%
Total	\$3,300,000,000	100.0%

**Transportation touches every area of our lives** on a daily basis and we often overlook its importance. We expect our roads to carry us safely and efficiently to where we want to go, that we have options to driving and can bike, walk or take a bus. Business owners need and should have easy access to their locations for their workers, customers and goods so that Ventura County's economy thrives. Mobility is an essential ingredient in the quality of life that we've come to expect in Ventura County.

**The transportation system that enables mobility in Ventura County is beginning to show the strain of many years of under-funding.** Highways once free flowing are now congested, pot holes are an all too familiar sight on city streets and bus and rail services are struggling just to maintain current schedules and fares.

While maintenance costs are increasing significantly, State and Federal funding for transportation is diminishing and typically requires a commitment (sometimes dollar for dollar) for a local investment before funds are allocated. Absent local funding, taxes

collected in Ventura County, which should help support local roads, go to other counties that offer local matching funds. All this contributes to a transportation system which cannot meet our current or future needs. Local investment in our transportation system enables Ventura County to compete for federal and state funds and bring your tax dollars back to the County.

**The Ventura County Transportation Commission/Ventura County Local Transportation Authority (VCTC) coordinates funding for most transportation activities in Ventura County** and believes now is the time for residents to invest in the future and repair, preserve and improve the transportation system that adds so much to Ventura County's quality of life. The VCTC has been talking with communities throughout the County and has developed this County Transportation Investment/Expenditure Plan, pursuant to Public Utilities Codes section 180206 that prioritizes investments in the areas that residents want to see improvement in, hereinafter referred to in the "Plan" that is set forth in the following pages.

# INVESTMENT IN LOCAL STREETS, ROADS & TRANSPORTATION PRIORITIES

**ESTIMATED INVESTMENT: \$1.650 BILLION**

Whether by car, bus, bike or walking, nearly every trip in Ventura County begins on a local street. The upkeep and maintenance of local streets and roads affects all of us as we travel throughout our day. Typically, we only think about streets and roads when the conditions start to deteriorate. Every city and the County of Ventura have expressed and quantified their struggle to maintain the condition of local streets and have advised of a substantial shortfall in funding just to maintain road conditions in their current state.

This Plan includes assistance for the cities and the County of Ventura that must maintain our local streets. A total of 50 percent of all Plan funds, approximately \$1,650,000,000, would be returned to local jurisdictions to augment their revenues for the maintenance and improvement of the nearly 2,500 miles of local streets and local transportation systems. To ensure an equitable distribution of those funds to the local jurisdictions, a formula has been developed by the cities and the County of Ventura, that a) provides a minimum of \$500,000 to each jurisdiction annually; b) provides the County of Ventura with 22.3% of the local street and roads funds; c) allocates the remainder of local streets and roads funds based on the percentage of lane miles within a jurisdiction. Each jurisdiction will receive funds as shown in the table below.

## INVESTMENT LOCAL STREETS & ROADS

Jurisdiction	Approximate Percentage	Approximate 30 Year Total	Approximate 1 Year Total
Camarillo	8.64%	\$142.4	\$3.02
Fillmore	1.59%	\$22.7	\$0.50
Moorpark	3.45%	\$56.9	\$1.21
Ojai	1.59%	\$24.7	\$0.53
Oxnard	15.31%	\$252.6	\$5.36
Port Hueneme	1.59%	\$26.3	\$0.56
San Buenaventura	12.66%	\$208.8	\$4.43
Santa Paula	2.04%	\$33.6	\$0.71
Simi Valley	14.13%	\$233.1	\$4.94
Thousand Oaks	17.02%	\$280.9	\$5.96
County of Ventura	22.3%	\$367.9	\$7.79

# INVESTMENT IN LOCAL STREETS, ROADS & TRANSPORTATION PRIORITIES

ESTIMATED INVESTMENT:  
**\$1.650 BILLION**

The County of Ventura and the cities are best positioned to determine their local needs for maintenance and improvements and this program is designed to give local jurisdictions the greatest flexibility in the use of these funds. Local jurisdictions may apply these funds to any transportation related project including but not limited to street repair, pavement maintenance, road widening, installation of bike lanes, sidewalks, pedestrian walkways, transit stop improvements, contributions to transit services, Safe Routes to School Programs, Intelligent Transportation Systems (ITS), and/or other transportation projects as local jurisdictions deem necessary for the betterment of their residents under the conditions as follows:

- The funds distributed through this Plan to local jurisdictions are intended to augment local jurisdictions' funds that are normally or typically designated for transportation programs or projects. Local jurisdictions must continue their normal practices to fund transportation projects.
- To ensure that all users of streets and roads are considered, all jurisdictions must be compliant with Assembly Bill 1358, the California Complete Streets Act of 2008. If a jurisdiction has not yet updated its circulation plan to include a complete streets element, it may utilize the first year's Plan allocation to become compliant but no other funds will be allocated until the jurisdiction has completed a Complete Streets Plan as required by the legislation.
- All jurisdictions must comply with reporting requirements by submitting a five year Capital Improvement Plan outlining the anticipated use of Plan funds, provide an annual accounting of Plan funds expended, and provide a timely use of Plan funds report for review by the Taxpayer Oversight Committee.



# FREEWAY PROGRAM

ESTIMATED INVESTMENT:  
\$660 MILLION

Traffic relief is the focal point of the freeway program in the Plan. Over the past 10 years Caltrans with funding allocated by VCTC has built several freeway traffic flow improvement projects, thanks to the 2006 passage of Proposition 1B, a statewide transportation bond measure. However, as the economy has improved traffic has become a source of frustration for commuters and businesses alike, especially on sections of 101 and 118 that have not recently been improved. All of the Proposition 1B funds are now spent and meanwhile other state funds for road improvements have dwindled. With current state and federal funding it will be many years before there can be any new freeway traffic flow improvement projects started in Ventura County.

This Plan will implement critically-needed freeway projects to improve the 101 and 118 freeways. By making local tax funds available, state and federal funds available for freeways can be leveraged more quickly. The funding plan for these improvements includes the cost of related environmental mitigation measures such as new soundwalls and water runoff pollution control features.

The Plan and tax measure make available \$660 million for the freeway program. The overall transportation program is also funded using 100% of expected State Transportation Improvement Program revenue (\$249 million) and 100% of federal Surface Transportation Program funds (\$332 million), for a total of \$1,241,000,000.



# FREEWAY PROGRAM

## Route 101 from Ventura/Los Angeles County Line to Route 33 in Ventura

Route 101 is the “Main Street” of Ventura County and most of this freeway has not been improved since the 1980’s. Congestion has become much worse in the past 10 years, causing several major bottlenecks, including those near the Moorpark Road, Rice Avenue, and Johnson Drive interchanges, as well as the entire stretch through Camarillo.

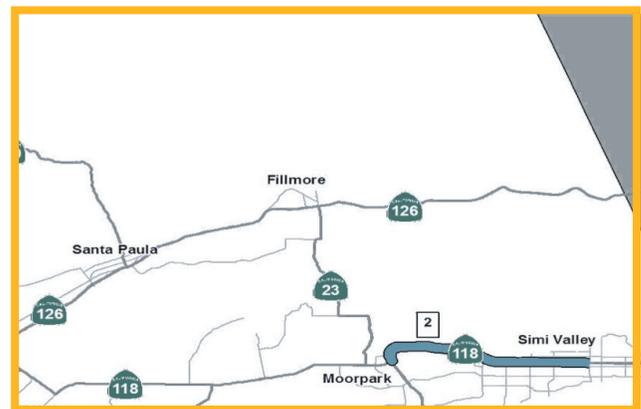
The freeway carries an average of 140,000 vehicles per day, and traffic congestion is expected to increase by 50% by 2035. The planned improvements will improve traffic flow, increase safety, and expedite VCTC Intercity Bus service over 28 miles through Thousand Oaks, Camarillo, Oxnard, and Ventura, by adding carpool lanes in the center median and merging lanes between interchanges. Additionally, local interchanges will be rebuilt to accommodate mobility and safety improvements. VCTC will take the lead in the project, with Caltrans providing oversight in its role as the freeway owner/operator. Specific improvements will be subject to approved plans developed in cooperation with local jurisdictions and affected communities.



## Route 118 from Route 23 in Moorpark to Tapo Canyon Road in Simi Valley

Thanks to Proposition 1B, Route 118 has been widened from Tapo Canyon Road in Simi Valley to the Ventura/Los Angeles county line at Santa Susanna Pass Road. However, choke-points have now formed at Tapo Canyon, and also at the western end of the 118 Freeway where it joins the wider 23 Freeway.

The Plan includes widening over 9 miles of freeway between Tapo Canyon and Route 23, to eliminate the traffic bottlenecks and increase safety. Besides adding lanes, the widening plan includes soundwalls, a concrete median safety barrier, and interchange and bridge improvements. Caltrans will take the lead in implementing the project with VCTC administering the funds. When completed, the project will result in Routes 23 and 118 forming a continuous freeway of 3 lanes in each direction from the 101 in Thousand Oaks to Collins Drive in Moorpark, and 4 lanes in each direction from Collins Drive in Moorpark to Santa Susana Pass Road near Simi Valley. Specific improvements will be subject to approved plans developed in cooperation with local jurisdictions and affected communities.



# REGIONAL ROADS/ MILITARY ACCESS/ FREIGHT MOVEMENT

ESTIMATED  
INVESTMENT:  
\$227.7 MILLION

Freight movement plays a vital role in maintaining Ventura County's economy. It's particularly important to keep freight flowing quickly and safely to and from the Port of Hueneme as well as to allow people and goods to access Naval Base Ventura County without degrading local traffic. The County's regional roads and state highways play a significant role in connecting together the cities within the County, and linking Routes 101 and 126.

The proposed road improvements will reduce the chance of auto, truck and bicycle accidents in rural areas. These projects will also make it easier for residents to access freeways, for emergency vehicles to respond quickly to serious incidents, and for goods, including agricultural products, to move freely throughout Ventura County. The final scope and project limits of all improvements will be determined through noticed public hearings, environmental clearance process, and agreement with affected agencies.

Congress recently authorized a new federal program to annually make available \$1.9 billion nationwide for freight projects. Given that VCTC has already developed a comprehensive transportation plan that addresses freight movement needs, Ventura County is well-positioned to benefit from this federal program, but only if there are local funds to leverage the newly-available federal funds. This Plan will provide those necessary funds.

The Plan will provide nearly \$228 million for the regional road program. Under the Plan this funding would be used to leverage an additional \$63 million over 30 years from the newly-established federal freight program. The projects will be implemented by local jurisdictions such as the County of Ventura and the cities.

The Plan includes the following projects:

- Improve safety and traffic flow on Rice Avenue at Fifth Street in Oxnard, by eliminating the train crossing which has been the site of several recent accidents.

The project will build a bridge for Rice Avenue to pass over the tracks and also over Fifth Street. Traffic ramps will be built to connect Rice and Fifth.

- Enhance traffic flow, safety, and pavement strength on the main access route serving the Port of Hueneme, by implementing the following: (1) widening Hueneme Road from 2 to 4 lanes from Edison Drive to Rice Avenue; and (2) Install safety improvements and strengthen pavement on Rice Avenue from Route 101 to Hueneme Road.
- Better connect 101 and 126 through the following projects: (1) widen from 2 to 4 lanes Rose Avenue from Central in Oxnard to Route 118 in Saticoy, Rice Avenue from Auto Center Drive in Oxnard to 118 in Saticoy, and Central Avenue between Santa Clara Avenue and Del Norte Road in Oxnard; and (2) improve the Rose/118 and Rice/118 intersections in Saticoy.
- Construct other projects selected by VCTC on a competitive basis. Projects will be selected based on congestion relief, safety improvement, cost effectiveness, project readiness, and similar criteria to be determined. State highways including but not limited to, State Route 1, 23, 33, 34, 118, 126, 150, and 232 will be eligible for these funds.
- Implement qualifying projects in the local jurisdictions' General Plan Circulation Elements.



# BUS TRANSIT ENHANCEMENT & FARE SUPPORT PROGRAM

ESTIMATED INVESTMENT:  
\$191.4 MILLION

Improving bus transit is a key component in Ventura County's transportation system. The bus system enables mobility for those who don't drive and offers a choice to those who do. Underscoring the need for improved bus service is the projection from the U.S. Census Bureau that the 65 and older population will double by 2030. The bus transit elements of this Plan benefits people who live in Ventura County by keeping fares affordable for seniors, youth/students, veterans, and people with disabilities, and maintaining and expanding bus, and demand responsive services. This program provides transit operators with a flexible, consistent funding source for maintaining, restoring, and improving transit services in Ventura County.

## **Countywide Affordable Fares Program: \$38,280,000**

The plan provides funding for regional fare programs that keep fares affordable for seniors, youth/students, veterans, and people with disabilities. VCTC will work collaboratively with all Ventura County transit operators, providing direct funding to keep fares affordable and utilizing proven technologies and fare mediums to ensure an effective and sustainable program.

## **County Transit Improvement Program: \$153,120,000**

This program provides funds for local solutions to the growing transportation needs through a flexible need-based process that will expand public transit services (including services to seniors and persons with disabilities) through increased frequencies, neighborhood feeder services, peak hour commute and express service, bus-rapid transit, expanded bike/bus programs, vehicles purchases, capital improvements and improved connectivity through enhanced intercity and intercounty service.



# COMMUTER RAIL ENHANCEMENTS

ESTIMATED INVESTMENT: \$191.4 MILLION

These funds will maintain and increase safe and reliable commuter/passenger rail service for Ventura County residents. This program provides a stable and continuous source of funding for Metrolink commuter rail service. Metrolink commuter rail service is critical to all residents of Ventura County to relieve congestion and provide a commute alternative. Moreover, Metrolink service plays a key role in our environment, by reducing vehicle emissions to keep our air clean. This plan provides the funds to continue commuter/passenger rail operations in Ventura County and make the needed safety and capital improvements on all commuter/passenger rail lines and support operating costs. Eligible expenditures are capital and operating costs.



## Legend

- ★ Metrolink Stations
- ▬▬▬ Metrolink Tracks
- ▬▬▬ Coast Mainline



# INVESTMENT IN BICYCLE & PEDESTRIAN IMPROVEMENTS

ESTIMATED INVESTMENT: \$99 MILLION

A comprehensive transportation system must ensure that all modes of transportation are integrated into it and supported. This Plan includes assistance for jurisdictions specifically for bicycle and pedestrian projects. A total of 3% of all Plan funds, approximately \$99,000,000, will be dedicated for bicycle and pedestrian projects.

Funding would occur through a competitive grant program designed to improve both the bicycling and pedestrian infrastructure throughout Ventura County. Funds could be used for planning, project development, construction, maintenance and/or to match federal and/or state grant funds including but not limited to Safe Routes to School Programs, Active Transportation Program (ATP) and Congestion Mitigation and Air Quality (CMAQ). Along with the cities and the County of Ventura, school districts, colleges, and universities would be eligible to compete for these funds.

These funds are meant to augment any existing funds and not as a replacement for funds that an entity has historically used for this activity. Each grant recipient would be subject to requirements for the timely use of funds and an annual reporting of expenditures for review by the Taxpayer Oversight Committee.



# TRANSPORTATION INVESTMENT IN THE NATURAL ENVIRONMENT

**ESTIMATED INVESTMENT:  
\$198 MILLION**

A transportation system that ensures mobility throughout Ventura County adds substantially to the quality of life but development of that transportation system cannot ignore the impacts that it may have on the environment. While individual projects in this Plan would include project specific mitigations, this program includes a total of 6% of all Plan funds, approximately \$198,000,000, for transportation investments that enable the preservation and/or improvement of Ventura County's natural environment.

A regional advanced mitigation program will enhance funding for individual project mitigations by enabling comprehensive, rather than piecemeal mitigation of the environmental impacts of major regional transportation improvements funded by the Plan. Funds will be available to provide high-value, landscape-scale benefits such as habitat protection, wildlife corridors, and watershed protection in exchange for streamlined programmatic permits and approvals from regulatory agencies such as:

- California Department of Fish and Wildlife
- U.S. Fish and Wildlife Service
- State and Regional Water Quality Control Boards
- U.S. Army Corps of Engineers
- U.S. Environmental Protection Agency

Funding would occur through a competitive grant program, based upon an open, science-based process, involving interested, knowledgeable stakeholders, to ensure maximum benefit and protection to impacted areas and sensitive, threatened and endangered habitat and species. Funds could be used for planning, project development, land acquisition, construction, maintenance, and/or to match other grant funds.



Priority will be given to projects that have strong community and stakeholder support, demonstrated readiness, and the ability to attract matching funds, grants, and in-kind contributions from local state, federal and non-profit entities. Projects must provide a direct nexus to transportation and may include but are not limited to:

- Reduction or elimination of runoff from highways, streets and roads including drainage improvements; bioswales and biofiltration channels; maintenance of catch basins, filters and screens; or other water quality improvements.
- Protection and/or restoration of habitat and watersheds including wetlands, rivers, streams, riparian corridors, and removal or modification of fish passage barriers that are or have been impacted by transportation infrastructure.
- Infrastructure or programs designed to enhance and protect opportunities for human interaction in natural areas such as hiking trails, raised trails, biking trails, trail bridges, signage, or other improvements.

Along with the cities and the County of Ventura, special districts, Caltrans, California Department of Fish and Wildlife, U.S. Fish and Wildlife and U.S. Army Corps of Engineers would be eligible to compete for these funds. Each grant recipient would be subject to requirements for the timely use of funds and an annual reporting of expenditures for review by the Taxpayer Oversight Committee.

Plan funds must augment, not replace, existing transportation related environmental quality, environmental mitigation, water quality and watershed expenditures.

# ADMINISTRATION, ACCOUNTABILITY & OVERSIGHT

ESTIMATED  
INVESTMENT:  
\$33 MILLION

Implementation of the Transportation Investment/Expenditure Plan and all spending is subject to the following specific safeguards and requirements to ensure that sales tax funds collected for the Plan may be spent only for the purposes identified in the Plan. Under no circumstances may the proceeds be applied to any purpose other than transportation and transportation-related improvements, projects, and programs benefitting Ventura County, including administration of the Plan, the costs of which will be limited to one percent of funding over the 30-year life of the Plan. Under no circumstances may these funds be diverted or appropriated by the State of California or any other governmental agency. The State and other public agencies may qualify for grant funding identified elsewhere in the Plan.

## Administration

### Plan and Sales Tax Duration

The duration of the Plan will be thirty years beginning April 2017 and terminating March 2047. The Plan and the sales tax revenue cannot be extended unless they are re-submitted to the voters under the laws and regulations in effect at that time.

### Governing Body

The governing body for the Plan will be the Ventura County Transportation Commission (Commission), acting as the Local Transportation Authority under the Local Transportation Authority and Improvement Act, California Public Utilities Code Section 180000 et seq. The Commission consists of seventeen voting members as follows:

- All five members of the Ventura County Board of Supervisors
- A mayor or councilmember from each of the ten cities in Ventura County
- Two citizen representatives

### No Diversion of Funds

Funds can be spent only on projects and programs that serve Ventura County outlined in the Plan. Under no circumstances may these funds be appropriated by the State of California or any other entity not identified in the Plan. The state and other public agencies may qualify for grant funding identified elsewhere in the Plan.

### Open Decision Making Process

All decisions must be made through a fully noticed public process. The Commission will hold noticed public meetings subject to the Brown Act open meeting law; prepare annual budgets, strategic plans and annual spending reports with full public review and participation.

### Strict Limit on Administrative Costs

Cost for staff salaries and benefits to administer the Plan will be strictly limited to no more than one percent of the revenues or \$33 million over thirty years. Costs of administration include reasonable consultant costs; reasonable attorneys' fees, including costs of defense of the Plan or the sales tax measure; and the costs of the election seeking voter approval of the sales tax.

### Annual Spending Limit

A limit on the amount that the Commission may spend annually will be established pursuant to Section 4 of Article XIII B of the California Constitution.

### Maintenance of Effort

Pursuant to California Public Utilities Code Section 180000 (e), it is the intent of this Plan that funds generated by the sales tax be used to supplement, not replace, existing local revenues used for transportation purposes.

# ADMINISTRATION, ACCOUNTABILITY & OVERSIGHT CONT.

## **Comprehensive Review of Progress and Performance**

At least every ten years, a comprehensive review of all programs and projects implemented under the Plan will be undertaken to evaluate the status and performance of the overall program. The review shall include consideration of changes to local, state and federal transportation plans and policies; changes in land use, travel and growth projections; changes in environmental standards and policies; changes in project cost estimates and revenue projections; project constraints; level of public support for the Plan; and the progress of the Commission and local jurisdictions in implementing the Plan. The Commission may amend the Plan based upon its comprehensive review, subject to the following amendment process.

## **Amendments Require 2/3rd Support of the Commission**

The Plan may be amended to provide for the use of additional federal, state or local revenues, to account for unexpected revenues, to take into consideration unforeseen circumstances or respond to a comprehensive review. An amendment must be adopted by a two-thirds vote of the Commission acting as both the Commission and the Local Transportation Authority. The public and all jurisdictions in the County will be given a minimum of 45 days to comment on any proposed amendment.

## **Matching Funds**

Leveraging matching funds from federal, state and local sources is strongly encouraged and incentivized by the Plan. Any sales tax funds made available through replacement by matching funds will be allocated to another project or program of the same type as outlined in the Plan and shall not be diverted to any other use.

## **Project and Program Financing**

“Pay as you go” is the preferred method of financing transportation improvements and operations under the Plan. However, the Commission may and is authorized to use bond financing as an alternative method if the scope and timing of planned expenditures makes “pay as you go” infeasible. If used, bonds will be repaid with the proceeds of the sales tax. Costs associated with bonding, including interest payments, will be borne only by the capital projects or programs in the Plan that utilize bond proceeds. All costs and risks associated with bonding will be presented in the Commission’s strategic plan and subject to public comment before any bond sale is approved.

# AUDITS & ANNUAL SPENDING REVIEW

All funds will be subject to an annual audit, and all expenditures will be reviewed annually by a Taxpayer Oversight Committee.

## **Taxpayer Oversight Committee**

The Taxpayer Oversight Committee will have the responsibility to review and oversee all expenditures of sales tax funds under the Plan. The Committee reports directly to the public and has the following responsibilities:

- Hold public hearings and issue reports on at least an annual basis to inform Ventura County residents about how sales tax funds are being spent. Meetings and hearings of the full Committee will be open to the public and subject to the Brown Act open meeting law.
- The Committee will have full access to the Commission's independent auditor and will have the authority to request and review specific information regarding the use of sales tax funds and to comment on the auditor's reports.
- The Committee will have access to all sales tax audit reports prepared for local jurisdictions who receive sales tax allocations under the Plan.
- The Taxpayer Oversight Committee will prepare an annual report on spending and progress in implementing the Plan, and will make an annual finding, published and given broad distribution throughout Ventura County, as to whether the Commission is proceeding in accordance with the Plan.
- Taxpayer Oversight Committee members will be private citizens who are not elected or appointed officials at any level of government, nor public employees from agencies that either oversee or benefit from the proceeds of the sales tax. Membership is limited to individuals who live in Ventura County. Members will be required to submit an annual statement of financial disclosure, and membership is restricted to those with no economic interest in any of the Plan's projects or programs.

- Each city and the County of Ventura shall solicit and appoint a member of the public from its jurisdictional boundaries to the Committee. Appointees should have expertise in one of the following areas: accounting, active transportation, construction, environmental sciences, engineering, finance, mobility, public transit, or project management. Terms of service will be four (4) years with no appointee serving more than two terms.

## **Commitments from Fund Recipients**

- All local jurisdictions receiving funds under the Plan for transit, roads, highways, bicycle and pedestrian improvements, goods movement, and environmental enhancements must expend funds expeditiously and report annually on completed or committed expenditures and any future planned expenditures. The reports will be made available to the public.
- All recipients of funds allocated under the Plan will be required to sign a Master Funding Agreement which details their role and responsibilities in spending the funds. Funding agreements will include performance and accountability measures, and recipients will be required to have an annual audit conducted by an independent CPA to ensure that funds are managed and spent in accordance with the requirements of the Plan and Master Funding Agreement.

## **Annual Budget and Strategic Plan**

Each year the Commission will adopt an annual budget that projects expected sales tax receipts, other anticipated revenues and planned expenditures for administration, programs and projects under the Plan. The Commission will also prepare a strategic plan that will identify the priority for projects, and dates for project and/or program implementation based upon readiness, the ability to attract matching funds and other relevant criteria. Both the budget and the strategic plan will be adopted at a fully noticed public meeting of the Commission.





# City of Port Hueneme

## COUNCIL AGENDA STAFF REPORT

**TO:** City Council and Boards of the Surplus Property Authority and the Port Hueneme Housing Authority

**FROM:** John Baker, Interim City Manager  
Mark Hensley, City Attorney and General Counsel

**SUBJECT:** APPOINTMENT OF WILLIAM "BUTCH" BRITT AS INTERIM PUBLIC WORKS DIRECTOR AND ADOPTION OF RESOLUTION AND APPROVAL OF AGREEMENT RE: APPOINTMENT OF WILLAIN "BUTCH" BRITT FOR THIS POSITION

**DATE:** June 6, 2016

### **RECOMMENDATION:**

It is recommended the City Council:

- Appoint William "Butch" Britt Public Works Director;
- Adopt a resolution authorizing the Interim City Manager to sign a temporary employment agreement with William "Butch" Britt in conformance with California Public Employees Retirement System and state law requirements; and
- Approve terms temporary employment agreement with Public Works Director.

### **FISCAL IMPACT:**

William "Butch" Britt will be paid an hourly rate of \$77.58 and it is estimated that he will work approximately 960 hours through December 31, 2016 (the date by which it is likely a permanent Director could be in place) for an estimated total expense of \$74,476 if he works through the end of the maximum length of his contract.

### **BACKGROUND/ANALYSIS:**

Chris Theisen resigned the position of Director of Public Works effective May 12, 2016. Recognizing it would not be possible to hire a permanent Public Works

**8B**

Director before a new Director could be retained, the Interim City Manager selectively interview potential candidates for the position.

This process for recruitment of an Interim Public Works Director has resulted in the consideration of the appointment of William "Butch" Britt for the position. Mr. Britt has over 40 years of experience in working for local government, including but not limited to holding the positions with the County of Ventura, the City of Santa Barbara, Santa Barbara School District and the U.S Navy Corp of Engineers.

Given Mr. Britt has previously retired from the California Public Employees' Retirement System there are a number of requirements that must be met to enable the City to employ Mr. Britt on a temporary basis: the City must begin recruiting to fill the permanent position; the position being filled must require specialized skills and experience that if not met and filled would result in work stoppage; the person being retained must possess should skills and experience; and the rate of pay may not be less than nor more than the amount paid by the former Director of Public Works (77.58 per hour); and, employee cannot work more than 960 hours in a CalPERS fiscal year. The attached resolution and employment agreement include these findings and requirements.

The employment agreement for Mr. Britt provides for a start date of June 9, 2016. Mr. Britt will work until December 31 unless a replacement can be placed in the position before that time. This will give the City Manager in the interim to select a permanent Director of Public Works.

**FISCAL IMPACT:**

The fiscal impact on the General Fund and enterprise funds will be a reduced cost than the previous Director of Public Works as no funds will be used for fringe benefits.

**Attachments:**

- 1.) Resolution
- 2.) Employment Agreement

RESOLUTION NO. \_\_\_\_

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORT HUENEME, AUTHORIZING THE MAYOR TO EXECUTE A TEMPORARY EMPLOYMENT AGREEMENT FOR INTERIM PUBLIC WORKS DIRECTOR SERVICES IN CONFORMANCE WITH CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM AND STATE LAW REQUIREMENTS**

THE CITY COUNCIL OF THE CITY OF PORT HUENEME DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. The City Council finds and declares as follows:

- A. The Director of Public Works terminated employment with the City effective at midnight May 12, 2016.
- B. Until the permanent Director of Public Works position is filled, the City requires the services of a qualified public works professional on an interim basis to manage the day-to-day of the Public Works department.
- D. The position of Interim Public Works Director requires specialized skills and experience associated with city management.
- E. State law provides that, under specified circumstances, a retired annuitant in the California Public Employees' Retirement System ("CalPERS") may accept temporary employment with a public employer in the CalPERS system without affecting his or her retirement benefits.
- F. The Interim City Manager sought candidates for the role of Interim Public Works Director and he believes the most qualified candidate willing to accept the interim position is CalPERS retiree William "Butch" Britt..
- G. Mr. Britt has more than 40 years of government experience, having served as with the County of Ventura, City of Santa Barbara and the Navy Corp of Engineers.
- H. The City Council desires to enter into a temporary employment agreement with Mr. Britt for services as the Interim Public Works Director.
- I. Pursuant to Government Code sections 7522.56(d) and 21224(a), the rate of pay for the Interim Director of Public Works position may not be less than the minimum, nor exceed the maximum, monthly salary paid by the

City to other employees performing comparable duties, divided by 173.333 to equal an hourly rate.

- J. A temporary employment agreement has been negotiated by the City Attorney and Mr. Britt and presented for the Council's consideration.

SECTION 2. The Interim City Manager is authorized to execute the attached Employment Agreement for Interim Public Works Director with William "Butch" Britt.

PASSED AND ADOPTED this 6th day June 2016.

---

Douglas Breeze, Mayor

APPROVED AS TO FORM:  
MARK D. HENSLEY, City Attorney

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Mark D. Hensley, City Attorney

ATTEST:

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Michele Kostenuik, City Clerk

**CITY OF PORT HUENEME**

**EMPLOYMENT AGREEMENT FOR INTERIM PUBLIC WORKS DIRECTOR SERVICES**

THIS EMPLOYMENT AGREEMENT FOR INTERIM PUBLIC WORKS DIRECTOR SERVICES (“Agreement”) is made and entered into as of this 6<sup>th</sup> day of June, 2016 by and between the City of Port Hueneme, a California charter city (“City”) and William Britt (“Britt”).

**RECITALS**

- A. Pursuant to Government Code sections 7522.56(c) and 21221(h), City desires to employ William “Butch” Britt, a California Public Employees’ Retirement System (CalPERS) retiree, on an interim basis in the position of Interim Public Works Director for the City of Port Hueneme (“Interim Public Works Director”) while the City actively recruits a permanent Public Works Director.
- B. Pursuant to Government Code sections 7522.56(c) and 21221(h), the City Council find that the position of Interim Public Works Director requires specialized skills and experience associated with city management and that Britt possesses the skills needed to perform the functions and duties of Interim Public Works Director.
- C. Britt desires to accept appointment to the position of Interim Public Works Director under the terms and conditions set forth below.

**NOW, THEREFORE**, in consideration of the above recitals and the mutual covenants contained herein, the parties agree as follows:

1. Duties. City hereby employs Britt as Interim Public Works Director for the City of Port Hueneme to perform the functions and duties of the Public Works Director, as specified by the City Charter, Municipal Code, and the Government Code, the Public Works Director’s job description, and to perform such other legally permissible and proper duties and functions as the City Manager may from time to time assign or as may be necessary and desirable for the efficient management of the City. As part of his duties, Britt shall assist with the recruitment of a permanent Public Works Director.

2. Work Schedule. Britt is expected to engage in the hours of work that are necessary to fulfill the duties and obligations of the position. Britt shall be available during normal City business hours and shall be available for attendance at City Council and other meetings during non-business hours as may be necessary. Britt acknowledges that his duties will often require performance of services outside of normal business hours.

3. Work Restrictions. It is the understanding of the parties that Britt is a retiree in the California Public Employees’ Retirement System and, consequently, he may not work more than 960 hours for public agency members of CalPERS within the fiscal year occurring during

the term of this Agreement without impacting his retirement benefits and having to be enrolled in CalPERS as an active employee. Accordingly, under no circumstances may Britt work more than 960 hours during any City fiscal year, including any time served in other interim appointments. Britt shall keep accurate time records of his hours worked to ensure that he does not exceed 960 hours within any fiscal year that occurs during the term of this Agreement and for payroll purposes. Britt further represents that he will not perform work for any other public agency member of CalPERS during the term of this Agreement. If a controversy arises between Britt and CalPERS regarding the impact of this Agreement and the services provided for herein on the nature of CalPERS retirement terms or benefits, the City shall have no obligation to intervene in or to defend or prosecute such dispute.

4. Term. Subject to earlier termination as provided for in this Agreement, Britt shall be employed for a term beginning June 9, 2016 and ending on December 31, 2016, or when a permanent Public Works Director assumes office, whichever is sooner.

5. Compensation. For services rendered pursuant to this Agreement, City agrees to pay Britt compensation of \$77.58 per hour, which amount is in conformance with the requirements of Government Code section 7522.56(d). This hourly rate does not exceed the maximum monthly base salary paid to other previous employees performing comparable duties as listed on a publicly available pay schedule for the Public Works Director position, divided by 173.333. Britt shall not receive from the City any benefits, incentives, compensation in lieu of benefits, or any other forms of compensation in addition to the hourly rate set forth herein. The hourly wages paid pursuant to this Agreement are subject to all applicable tax and income withholdings and deductions in accordance with applicable law.

6. Benefits. Britt hereby waives all benefits provided to City employees, including retirement contribution, health/medical insurance, dental insurance, life and disability insurance, sick leave, vacation, unemployment insurance and similar benefits. Britt recognizes that Government Code section 21221(h) provides that a retired person appointed to a vacant position pursuant to that subdivision may not receive any benefits, incentives, compensation in lieu of benefits, or any other forms of compensation in addition to the hourly rate.

7. Termination. The City Manager may terminate this Agreement at any time with or without cause. Britt may terminate this Agreement at any time with or without cause provided, however, he shall endeavor to provide the City Council with at least thirty days advance written notice prior to the effective date of termination. Britt agrees that he shall not be entitled to any severance pay as the result of the termination of this Agreement for any reason whatsoever.

8. At-will Employment/FLSA Exempt. Britt shall serve at the will and pleasure of the City Manager and understands he is an "at-will" employee subject to summary dismissal without any right of notice or hearing, including any so-called "Skelly" hearing. Britt will not acquire any property interest in the position of Interim Public Works Director and is employed solely on a temporary basis to perform specialized services in accordance with Government Code sections 7522.56(c) and 21221(h). Britt further understands and agrees that his position is that of an exempt employee for purposes of the Fair Labor Standards Act.

9. Certification Regarding Prior Unemployment Benefits. In accordance with Government Code section 7522.56(e)(1), Britt certifies and warrants to City that he has not received any unemployment insurance payments for retired annuitant work for any public employer within the twelve months prior to his appointment date under this Agreement.

10. Reimbursable Expenses. Britt shall be entitled to reimbursement for reasonable costs or expenses incurred in the performance of his duties (including but not limited to, expenses related to attending meetings on behalf of the City and attendance at professional and other governmental organizations relating to cities) that are supported by written documentation in accordance with established policies and customary practices of the City.

11. Conflicts Prohibited. During the term of this Agreement, Britt shall not engage in any business or transaction or maintain any financial interest which conflicts, or reasonably might be expected to conflict, with the proper discharge of Britt's duties under this Agreement. Britt shall comply with all requirements of law, including but not limited to the Political Reform Act (Gov't Code § 87100, et seq.), Government Code sections 1090 and 1126, and all other similar statutory or administrative rules. Britt represents and warrants that he has no financial, contractual or other interest or obligation that conflicts with or is harmful to the performance of his obligations under this Agreement.

12. Indemnification. For the purposes of indemnification and defense of legal actions that may be brought against Britt in the future arising from Britt's employment with the City, Britt shall be considered an employee of the City and shall be entitled to the same rights as other employees of the City as set forth in the Government Code.

13. Notices. Any notice required or permitted by this Agreement shall be in writing and shall be personally served or sent by U.S. Mail, first class postage prepaid, to the following address:

To City: City of Port Hueneme  
250 North Ventura Road  
Port Hueneme, CA 93041  
Attn: City Attorney

To Britt: William Britt  
2390C Las Posas Road #203  
Camarillo, CA 93010

Notices shall be deemed given as of the date of personal service or upon the date of deposit in the United States Mail.

14. Entire Agreement. This Agreement supersedes any and all prior understandings or agreements, written or oral, between the parties, and contains all of the covenants and agreements between the parties regarding the subject matter herein. Each party acknowledges

that no promises, representations, inducements or agreements, oral or otherwise, have been made by any party, or anyone acting on behalf of any party, that are not set forth herein. No modification to this Agreement shall be effective unless reduced to writing and signed by both parties.

15. Severability. In the event any provision of this Agreement is held to be unconstitutional, invalid or unenforceable, the remainder of this Agreement or portion thereof shall be deemed severable and shall not be affected and shall remain in full force an effect.

16. Waiver. No waiver of any provision of this Agreement shall be effective unless in writing and signed by a duly authorized representative of the party against whom enforcement of a waiver is sought. No waiver of any right or remedy in respect of any occurrence or event shall be deemed a waiver of any right or remedy in respect of any other occurrence or event.

17. Governing Law and Venue. This Agreement shall be governed by and construed in accordance with the laws of the State of California. The exclusive venue for all disputes arising from or related to this Agreement shall be the Superior Court for the County of Ventura.

18. Interpretation. Each party and its counsel (if sought) have participated fully in the review and revision of this Agreement. Any rule of construction to the effect that ambiguities are to be resolved against the drafting party shall not apply in interpreting this Agreement. The language in this Agreement shall be interpreted as to its fair meaning and not strictly for or against any party.

19. Effect of Agreement on CalPERS Retirement Benefits. City makes no representation on the impact, if any, this Agreement shall or may have upon Britt's CalPERS retirement benefits, status, duties and/or obligations. Britt acknowledges that in entering into this Agreement, he has not relied upon any such representations in assessing the CalPERS-related impact of his employment. Therefore, Britt releases City from any and all CalPERS-related claims or liabilities that may arise in connection with his employment pursuant to this Agreement.

20. Independent Legal Advice. City and Britt represent and warrant to each other that each has read and fully understands the terms and provisions hereof, has had an opportunity to review this Agreement with legal counsel, and has executed this Agreement based upon such party's own judgment and advice of independent legal counsel (if sought).

[SIGNATURES ON FOLLOWING PAGE]

**CITY OF PORT HUENEME**

**WILLIAM BRITT**

\_\_\_\_\_  
Douglas Breeze, Mayor

\_\_\_\_\_  
William Britt

ATTEST:

\_\_\_\_\_  
Michele Kostenuik, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Mark Hensley, City Attorney



# City of Port Hueneme

*"The Friendly City by the Sea"*

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## TABLE OF CONTENTS

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<b>Mission Statement</b>	1	<b>Police Department</b>	
<b>City Council</b>	2	Department Overview	48
<b>About the City</b>	3	Police Administration	50
<b>Budget Message</b>	5	Patrol/Investigations	51
		Support Services	52
		Crossing Guards	53
		Reserves Program	54
<b>Schedules</b>		<u>Other</u>	
Revenues and Transfers 15/16	15	COPS Grant	55
Summary of Expenditures 15/16	16	Traffic Safety	56
Revenues and Transfers 16/17	17		
Summary of Expenditures 16/17	18		
<b>City Administration</b>		<b>Recreation and Community Services</b>	
Department Overview	19	Department Overview	57
City Council	20	Recreation Administration	59
City Manager/City Attorney	22	Community Center	60
Human Resources/City Clerk	24	Parks/Facilities	61
		Beach & Pier	62
<b>General Government</b>	26	Culture/Leisure	63
		Lifeguards/Jr. Lifeguards	64
<b>Finance Department</b>		<u>Other</u>	
Finance Department	30	Senior Nutrition Program	65
Certificates of Participation	33		
Pension Obligation Bonds	34	<b>Landscape Maintenance</b>	
<b>Community Development</b>		Landscape Maintenance	66
Department Overview	35		
Administration/Planning & Zoning	36	<b>Public Works Department</b>	
Building & Safety	38	Department Overview	70
Code Compliance	40	General Fund Overview	72
Parking Enforcement	42	Facilities Maintenance	73
CDBG	43	Engineering	76
<u>Other</u>		Streets	78
Neighborhood Preservation	45	Fleet Maintenance Services	80
		Enterprise Fund Overview	82
		Water Operations	83
		Water Plant Operations	86
		Wastewater Operations	87
		Solid Waste Operations	90

# ***City of Port Hueneme***

*"The Friendly City by the Sea"*

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## **TABLE OF CONTENTS**

---

<u>Special Revenue Funds</u>	
Account Summary	93
Stormwater Program	94
Drainage Assessment District	96
Lighting Assessment District	97
Median Assessment District	98
Transportation Development Act	99
Gasoline Tax	100
Bike & Pedestrian Path	101
Federal STP	102
<b>Housing Authority</b>	
Department Overview	103
Conventional Housing Program	104
Public Housing Federal Fund	106
Section 8 Voucher	107
Capital Fund Programs	109
<b>Redevelopment Successor Agency</b>	110
<b>Housing Successor Agency</b>	114
<b>Surplus Property Authority</b>	117
<b>Capital Improvement Program</b>	120
Project Summary	
<b>Personnel Summary</b>	124
Personnel Classifications	

# *City of Port Hueneme*

## MISSION STATEMENT

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



# *City of Port Hueneme*

OPERATING BUDGET  
FY 2016-17

CITY COUNCIL



Jonathan Sharkey  
Mayor Pro Tem



Sylvia Munoz  
Schnopp  
Council Member



Douglas Breeze  
Mayor



Jim Hensley  
Council Member



Tom Figg  
Council Member

Interim City Manager

**John Baker**

Department Directors

Carmen Nichols – Deputy City Manager

Alvin Burrell – Interim Finance/Housing Director

Robert Albertson – Interim Police Chief

# City of Port Hueneme

"The Friendly City by the Sea"

## ABOUT THE CITY

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

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



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

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

# City of Port Hueneme

"The Friendly City by the Sea"

## ABOUT THE CITY

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

### Parks

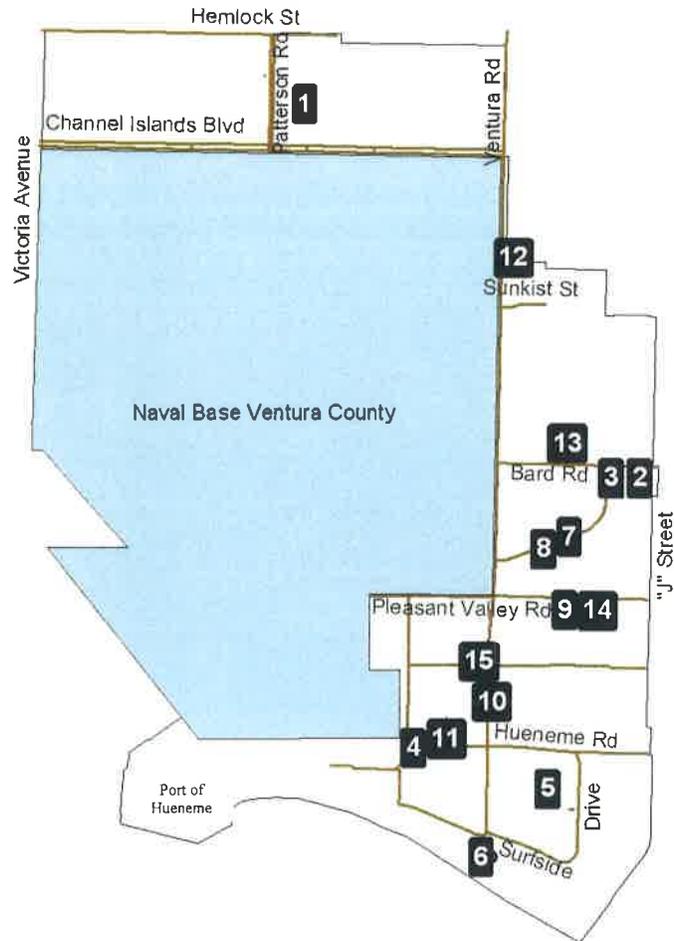
- 1 Bolker Park
- 2 Bubbling Springs
- 3 Bubbling Spring  
Recreational Corridor
- 4 Dewar Park
- 5 Moranda Park
- 6 Hueneme Beach

### Community Buildings

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

### Elementary Schools

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





# BUDGET MESSAGE

## 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 \$46,281,283 with \$15,806.39 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 \$285,475. With the receipt of one-time money for insurance reimbursement for pier expenditures, the actual amount that should result in \$985,475 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

## DRAFT

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

These recommendations were made to the City Council as a result of a combination of management staff from every department coming together as a group to assess different areas of the organization and the impacts that various reductions would have on the functions of the departments involved. The bottom line goal was to achieve, at a minimum, equal revenues and expenditures when combining FY 2015-16 and FY2016-17 revenues and expenditures. The result of this effort in March of this year projected approximately \$40,000 of "surplus" for the two years ending June 30, 2017. Table 1 below contains the new projection of \$285,475 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	\$ 15,806,309
Net Surplus/(Deficit)	\$ (1,689,227)	\$ 285,475

The revenues shown above do not include a projected one-time receipt of insurance reimbursement for pier reconstruction of \$700,000. If those moneys are added to the projected revenues, the result is an addition of \$985,475 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	90.00
Part-Time/Seasonal	17.50	14.25
TOTAL	121.50	104.25

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

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



# BUDGET MESSAGE

## 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	\$5.57 million**
FY 2015-16	\$4.6 million
FY 2014-15	\$9.3 million*
FY 2013-14	\$15.3 million
FY 2012-13	\$18.3 million
FY 2011-12	\$19.3 million
FY 2010-11	\$21.2 million

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

Most of the adjustments contained in this proposed budget are designed to address available General Fund revenues. As can be seen in the schedules of revenues and expenditures and Table 1 previously presented, General Fund revenues have decreased 0.01% between FY 2015-16 approved budget and this proposal for FY 2016-17. While this results in a only a \$159,668 decrease, it must be noted that a significant amount of revenues in the 2015-16 were funded by "borrowing" from the City's reserve fund. Continuing this practice is a path to economic instability. There is no use of reserves in this budget, but there has been a use of one-time savings precluding a drawdown of reserves.



# BUDGET MESSAGE

## 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. There must be some economic stimulus to bring about an annual revenue stream that is equal to or better than expenditures.

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

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

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

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

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

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



# BUDGET MESSAGE

## DRAFT

presenting these avenues after passage of the coming year's budget. If acceptable to the City Council, we can begin our pursuit during the 2016-17 year.

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

### **General Fund Expenditure Forecast**

The big picture of projected General Fund expenditures would indicate that the City would end FY 2016-17 with a relatively small balance of \$285,475 or \$985,475 if the pier insurance reimbursement is included which will begin to address the lowering of our General Fund reserves. If there are not adjustments in future budgets, however, the City will once again fall into a deficit circumstance due to the one-time revenue sources contained in this budget proposal. The details of all the expenditures by fund are presented in the Schedule Section of this proposed budget and the individual department and divisions that follow this message.

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

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

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

The projected General Fund expenditures for FY 2016-17 are \$15,806,309 as compared to the budget for FY 2015-16 of \$17,940,679 or an 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



# BUDGET MESSAGE

## DRAFT

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 21<sup>st</sup> of this year. It is also likely we will receive an insurance reimbursement related to pier reconstruction of approximately \$700,000 during FY 2016-17. If that is the case, we could have a reserve of \$5.6 million for the year ending June 30, 2017. Again, a note of caution, both are one-time collections and will not be available to fund ongoing operations in future budgets. There will need to be further adjustments if the City is to maintain a reserve of \$6 million or more.

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

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

some time ago and is finally catching up with the City. Once the assessment is completed, we will be in a position to estimate the costs that will be incurred for each deficiency.

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

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

### **Special Revenue/Enterprise Funds**

Special revenue funds are detailed in the Schedule Section of the budget. They include gas tax, enterprise funds, internal service funds and debt service receipts. These are all restricted in what programs and activities they can fund and are not available for General Fund use. They do, however, contribute to the General Fund 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



# BUDGET MESSAGE

## DRAFT

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

### Waste Water and Refuse Operations

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

### **CIP Budget**

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

coming year as they can only be used for projects in a specific area.

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

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

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

The major projects for water will be new larger lines in Ventura Road and Channel Islands Boulevard over the next two years. These projects



# BUDGET MESSAGE

## DRAFT

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

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

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

### **Separate Entity Budgets**

#### Housing Authority

The Housing Authority'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 enforce-able obligations and the remittance of unencumbered balances to the County Auditor-Controller for distribution to all other taxing agencies.

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

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



# BUDGET MESSAGE

## DRAFT

researched to determine what options the City may have for adjustments in the status of the units.

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

### Surplus Property Authority

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

### **Conclusion**

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

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

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



# BUDGET MESSAGE

## DRAFT

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

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

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

Respectfully Submitted,

John Baker  
Interim City Manager

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

FUNDS	Projected Revenue FY 2015-16 BUDGET	Projected Transfers In	Projected Total Revenues FY 2015-16 BUDGET	Projected Salaries & Benefits
<b>GENERAL FUND</b>	<b>13,187,445</b>	<b>3,064,007</b>	<b>16,251,452</b>	<b>11,691,979</b>
<b>SPECIAL REVENUES FUNDS:</b>				
<b>COMMUNITY DEVELOPMENT:</b>				
Neighborhood Preservation	40,500	0	40,500	74,930
Community Development Block Grants (CDBG)	70,000	0	70,000	0
<b>SUB TOTAL COMMUNITY DEVELOPMENT</b>	<b>110,500</b>	<b>0</b>	<b>110,500</b>	<b>74,930</b>
<b>PUBLIC SAFETY:</b>				
State COPS Grant	100,000	0	100,000	0
Traffic Safety	30,000	0	30,000	0
JAG Grant	0	0	0	0
<b>SUB TOTAL PUBLIC SAFETY</b>	<b>130,000</b>	<b>0</b>	<b>130,000</b>	<b>0</b>
<b>RECREATION &amp; COMMUNITY SERVICES:</b>				
Senior Nutrition Grant	16,500	0	16,500	0
Community Grants	15,000	0	15,000	0
<b>SUB TOTAL RECREATION &amp; COMM SVCS</b>	<b>31,500</b>	<b>0</b>	<b>31,500</b>	<b>0</b>
<b>PUBLIC WORKS:</b>				
Transportation Development Act (TDA)	70,000	0	70,000	0
Gas Tax	492,698	0	492,698	0
Bike Path (Article 3)	4,800	0	4,800	0
<b>SUB TOTAL PUBLIC WORKS</b>	<b>567,498</b>	<b>0</b>	<b>567,498</b>	<b>0</b>
<b>STORMWATER PROGRAM:</b>	<b>13,575</b>	<b>163,425</b>	<b>177,000</b>	<b>0</b>
<b>TOTAL SPECIAL REVENUE FUNDS</b>	<b>853,073</b>	<b>163,425</b>	<b>1,016,498</b>	<b>74,930</b>
<b>ENTERPRISE FUNDS</b>				
Water Operations	10,479,940	0	10,479,940	829,683
Water Plant Operations	1,251,625	0	1,251,625	422,686
Wastewater Operations	3,977,337	40,000	4,017,337	895,999
Solid Waste Operations	4,199,900	0	4,199,900	940,530
<b>TOTAL ENTERPRISE FUNDS</b>	<b>19,908,802</b>	<b>40,000</b>	<b>19,948,802</b>	<b>3,088,898</b>
<b>NBVC CONTRACT</b>	<b>50,000</b>	<b>0</b>	<b>50,000</b>	<b>0</b>
<b>ASSESSMENT DISTRICTS FUNDS</b>				
Drainage	185,000	0	185,000	0
Street Lights	123,000	34,500	157,500	0
Median	179,000	93,000	272,000	0
<b>TOTAL ASSESSMENT DISTRICTS</b>	<b>487,000</b>	<b>127,500</b>	<b>614,500</b>	<b>0</b>
<b>INTERNAL SERVICE FUNDS</b>				
Risk Administration	0	1,401,541	1,401,541	0
Fleet Maintenance	0	896,335	896,335	325,957
<b>TOTAL INTERNAL SERVICE FUNDS</b>	<b>0</b>	<b>2,297,876</b>	<b>2,297,876</b>	<b>325,957</b>
<b>DEBT SERVICE FUNDS</b>				
1992A COP	0	493,000	493,000	0
Pension Obligation Bonds	1,214,775	0	1,214,775	0
<b>TOTAL DEBT SERVICE FUNDS</b>	<b>1,214,775</b>	<b>493,000</b>	<b>1,707,775</b>	<b>0</b>
<b>TOTAL CITY FUNDS</b>	<b>35,701,095</b>	<b>6,185,808</b>	<b>41,886,903</b>	<b>15,181,764</b>
<b>HOUSING AUTHORITY</b>				
Conventional	538,300	0	538,300	167,927
Public Housing Federal	214,400	0	214,400	151,356
Section 8 Vouchers	2,866,594	0	2,866,594	282,996
Modernization Grant	120,071	0	120,071	0
<b>TOTAL HOUSING AUTHORITY</b>	<b>3,739,365</b>	<b>0</b>	<b>3,739,365</b>	<b>602,279</b>
<b>HOUSING SUCCESSOR AGENCY</b>	<b>304,582</b>	<b>0</b>	<b>304,582</b>	<b>75,718</b>
<b>REDEVELOPMENT SUCCESSOR AGENCY</b>				
Redevelopment (Previously Debt Service)	1,300	0	1,300	0
Successor Agency	2,907,172	0	2,907,172	187,052
<b>TOTAL REDEVELOPMENT SUCCESSOR AGENCY</b>	<b>2,908,472</b>	<b>0</b>	<b>2,908,472</b>	<b>187,052</b>
<b>SURPLUS PROPERTY AUTHORITY</b>	<b>199,184</b>	<b>0</b>	<b>199,184</b>	<b>0</b>
<b>GRAND TOTAL</b>	<b>42,852,698</b>	<b>6,185,808</b>	<b>49,038,506</b>	<b>16,046,813</b>

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

Projected Operating Charges	Projected Capital Expenditures	Projected Transfers Out	Total Appropriations FY 2015-16 BUDGET	Projected Net Profit/(Loss) June 30, 2016
<b>3,072,471</b>	<b>814,552</b>	<b>2,361,677</b>	<b>17,940,679</b>	<b>(1,689,227)</b>
198,900	0	20,966	294,796	(254,296)
116,382			116,382	(46,362)
315,262	0	20,966	411,158	(300,658)
0	0	100,000	100,000	0
0	0	30,000	30,000	0
0	0	0	0	0
0	0	130,000	130,000	0
1,500	0	15,000	16,500	0
15,000	0	0	15,000	0
16,500	0	15,000	31,500	0
164,500	0	0	164,500	(94,500)
224,202	545,000	112,700	881,902	(389,204)
43,000	80,000		123,000	(118,200)
431,702	625,000	112,700	1,169,402	(601,904)
40,800	87,000	49,200	177,000	0
804,264	712,000	327,866	1,919,060	(902,562)
5,339,726	2,247,800	999,241	9,416,450	1,063,490
540,560	0	288,379	1,251,625	0
1,916,774	454,000	587,336	3,854,109	163,228
1,587,234	603,100	1,093,835	4,224,699	(24,799)
9,384,294	3,304,900	2,968,791	18,746,883	1,201,919
50,000	0	0	50,000	0
4,600	0	159,300	163,900	21,100
157,500	0	0	157,500	0
93,000	0	179,000	272,000	0
255,100	0	338,300	593,400	21,100
1,401,541	0	0	1,401,541	0
547,350	0	23,028	896,335	0
1,948,891	0	23,028	2,297,876	0
493,000	0	0	493,000	0
1,214,775	0		1,214,775	0
1,707,775	0	0	1,707,775	0
<b>17,222,795</b>	<b>4,831,452</b>	<b>6,019,662</b>	<b>43,255,673</b>	<b>(1,368,770)</b>
221,511	0	0	389,438	148,862
164,286	0	13,241	328,883	(114,483)
2,696,280	0	9,241	2,988,517	(121,923)
120,071	0	0	120,071	0
3,202,148	0	22,482	3,826,909	(87,544)
113,900	2,000	85,623	277,241	27,341
0	649,000	0	649,000	(647,700)
2,584,972	0	58,041	2,830,065	77,107
2,584,972	649,000	58,041	3,479,065	(570,593)
803,625	6,041	0	809,666	(610,482)
<b>23,927,440</b>	<b>5,488,493</b>	<b>6,185,808</b>	<b>51,648,554</b>	<b>(2,610,048)</b>

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

FUNDS	Projected Revenue FY 2016-17 BUDGET	Projected Transfers In	Projected Total Revenues FY 2016-17 BUDGET	Projected Salaries & Benefits
<b>GENERAL FUND BALANCE</b>	<b>13,070,484</b>	<b>3,021,300</b>	<b>16,091,784</b>	<b>9,368,290</b>
<b>SPECIAL REVENUES FUNDS:</b>				
<b>COMMUNITY DEVELOPMENT:</b>				
Neighborhood Preservation	10,500	0	10,500	29,222
Community Development Block Grants (CDBG)	80,000	0	80,000	0
<b>SUB TOTAL COMMUNITY DEVELOPMENT</b>	<b>90,500</b>	<b>0</b>	<b>90,500</b>	<b>29,222</b>
<b>PUBLIC SAFETY:</b>				
State COPS Grant	100,000	0	100,000	0
Traffic Safety	8,400	0	8,400	0
JAG Grant	0	0	0	0
<b>SUB TOTAL PUBLIC SAFETY</b>	<b>108,400</b>	<b>0</b>	<b>108,400</b>	<b>0</b>
<b>RECREATION &amp; COMMUNITY SERVICES:</b>				
Senior Nutrition Grant	16,500	0	16,500	0
Community Grants	0	0	0	0
<b>SUB TOTAL RECREATION &amp; COMM SVCS</b>	<b>16,500</b>	<b>0</b>	<b>16,500</b>	<b>0</b>
<b>PUBLIC WORKS:</b>				
Transportation Development Act (TDA)	131,516	0	131,516	0
Gas Tax	492,698	0	492,698	0
Bike Path (Article 3)	10,863	0	10,863	0
State STP Grant	200,000	0	200,000	0
<b>SUB TOTAL PUBLIC WORKS</b>	<b>835,077</b>	<b>0</b>	<b>835,077</b>	<b>0</b>
<b>STORMWATER PROGRAM:</b>	<b>89,200</b>	<b>89,800</b>	<b>179,000</b>	<b>0</b>
<b>TOTAL SPECIAL REVENUE FUNDS</b>	<b>1,139,677</b>	<b>89,800</b>	<b>1,029,477</b>	<b>29,222</b>
<b>ENTERPRISE FUNDS</b>				
Water Operations	8,668,850	0	8,668,850	618,507
Water Plant Operations	1,188,447	0	1,188,447	412,899
Wastewater Operations	4,371,600	40,000	4,411,600	842,630
Solid Waste Operations	4,561,000	0	4,561,000	879,411
<b>TOTAL ENTERPRISE FUNDS</b>	<b>18,789,897</b>	<b>40,000</b>	<b>18,829,897</b>	<b>2,753,447</b>
<b>NBVC CONTRACT</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>ASSESSMENT DISTRICTS FUNDS</b>				
Drainage	185,000	0	185,000	0
Street Lights	123,000	118,761	241,761	0
Median	179,000	120,795	299,795	0
<b>TOTAL ASSESSMENT DISTRICTS</b>	<b>487,000</b>	<b>239,556</b>	<b>726,556</b>	<b>0</b>
<b>INTERNAL SERVICE FUNDS</b>				
Risk Administration	0	1,490,165	1,490,165	0
Fleet Maintenance	0	651,456	651,456	124,293
<b>TOTAL INTERNAL SERVICE FUNDS</b>	<b>0</b>	<b>2,141,621</b>	<b>2,141,621</b>	<b>124,293</b>
<b>DEBT SERVICE FUNDS</b>				
1992A COP	0	488,200	488,200	0
Pension Obligation Bonds	519,000	0	519,000	0
<b>TOTAL DEBT SERVICE FUNDS</b>	<b>519,000</b>	<b>488,200</b>	<b>1,007,200</b>	<b>0</b>
<b>TOTAL CITY FUNDS</b>	<b>34,006,058</b>	<b>6,020,477</b>	<b>39,826,535</b>	<b>12,275,252</b>
<b>HOUSING AUTHORITY</b>				
Conventional	748,143	0	748,143	253,556
Public Housing Federal	0	0	0	0
Section 8 Vouchers	2,950,500	0	2,950,500	223,811
Modernization Grant	68,924	0	68,924	0
<b>TOTAL HOUSING AUTHORITY</b>	<b>3,767,567</b>	<b>0</b>	<b>3,767,567</b>	<b>477,367</b>
<b>HOUSING SUCCESSOR AGENCY</b>	<b>253,847</b>	<b>0</b>	<b>253,847</b>	<b>99,449</b>
<b>REDEVELOPMENT SUCCESSOR AGENCY</b>				
Redevelopment (Previously Debt Service)	649,000	0	649,000	0
Successor Agency	2,552,979	0	2,552,979	156,200
<b>TOTAL REDEVELOPMENT SUCCESSOR AGENCY</b>	<b>3,201,979</b>	<b>0</b>	<b>3,201,979</b>	<b>156,200</b>
<b>SURPLUS PROPERTY AUTHORITY</b>	<b>18,660</b>	<b>0</b>	<b>18,660</b>	<b>0</b>
<b>GRAND TOTAL</b>	<b>41,248,111</b>	<b>6,020,477</b>	<b>47,068,588</b>	<b>12,852,068</b>

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

Projected Operating Charges	Projected Capital Expenditures	Projected Transfers Out	Projected Total Appropriations FY 2016-17 BUDGET	Projected Net Profit/(Loss) June 30, 2017
<b>3,336,787</b>	<b>542,820</b>	<b>2,558,412</b>	<b>15,806,309</b>	<b>285,475</b>
127,800	0	25,784	182,806	(172,308)
80,000	0	0	80,000	0
207,800	0	25,784	262,806	(172,308)
	0	100,000	100,000	0
	0	8,400	8,400	0
	0	0	0	0
0	0	108,400	108,400	0
1,500	0	15,000	16,500	0
0	0	0	0	0
1,500	0	15,000	16,500	0
563	100,553	0	101,116	30,400
220,000	367,500	112,700	700,200	(207,502)
10,563	0	0	10,563	300
0	200,000	0	200,000	0
231,126	468,053	112,700	811,879	(176,802)
42,800	87,000	49,200	179,000	0
<b>483,226</b>	<b>555,053</b>	<b>311,084</b>	<b>1,378,585</b>	<b>(349,108)</b>
5,645,485	948,100	1,026,031	8,238,123	430,727
461,310	0	294,530	1,168,739	(717,944)
1,876,874	819,100	573,627	4,112,231	299,369
1,378,900	657,500	814,274	3,730,085	830,915
<b>9,362,569</b>	<b>2,424,700</b>	<b>2,708,462</b>	<b>17,249,178</b>	<b>843,067</b>
0	0	0	0	0
326,782	0	159,300	486,082	(301,082)
146,900	0	32,900	179,800	61,961
105,600	0	179,000	284,600	15,195
<b>579,282</b>	<b>0</b>	<b>371,200</b>	<b>950,482</b>	<b>(223,926)</b>
1,490,165	0	0	1,490,165	0
503,177	0	23,986	651,456	0
<b>1,993,342</b>	<b>0</b>	<b>23,986</b>	<b>2,141,621</b>	<b>0</b>
488,200	0	0	488,200	0
519,000	0	0	519,000	0
<b>1,007,200</b>	<b>0</b>	<b>0</b>	<b>1,007,200</b>	<b>0</b>
<b>16,762,406</b>	<b>3,522,573</b>	<b>5,973,144</b>	<b>38,533,375</b>	<b>555,508</b>
365,964	0	14,252	633,772	114,371
0	0	0	0	0
2,751,036	0	14,252	2,989,099	(38,599)
0	68,924	-	68,924	0
<b>3,117,000</b>	<b>68,924</b>	<b>28,504</b>	<b>3,691,795</b>	<b>75,772</b>
<b>94,400</b>	<b>0</b>	<b>95,484</b>	<b>289,333</b>	<b>(35,486)</b>
0	649,000	0	649,000	0
2,390,336	0	6,443	2,552,979	0
<b>2,390,336</b>	<b>649,000</b>	<b>6,443</b>	<b>3,201,979</b>	<b>0</b>
<b>564,801</b>	<b>0</b>	<b>0</b>	<b>564,801</b>	<b>(546,141)</b>
<b>22,928,943</b>	<b>4,240,497</b>	<b>6,103,575</b>	<b>46,281,283</b>	<b>49,653</b>



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

**General Fund**

**City Administration Department  
Department Overview**

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

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	<u>8.20</u>	<u>9.10</u>	<u>9.00</u>

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

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

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**City Manager/City Attorney  
General Fund**

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

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

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**Human Resources/City Clerk  
General Fund**

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

General Government  
General Fund

**MISSION**

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

**PRIMARY ACTIVITIES**

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

**MAJOR ACCOMPLISHMENTS IN 2015-16**

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

**MAJOR INITIATIVES 2016-2017**

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

**CHANGES FROM PRIOR YEAR**

- Addition of live streaming of meetings from the Council Chamber



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

**General Fund 001-1903**

**General Government  
Account Summary**

Expenditure Description	Actual 2014-15	Budgeted 2015-16	Proposed 2016-17	% Change
Salaries & Benefits	233,299	246,112	230,655	6%
Operational Charges	571,387	1,005,641	862,288	14%
Capital Expenditures	66,245	74,500	6,000	92%
Other/Transfers	802,973	783,925	817,556	-4%
Allocation Charges	22,712	12,038	13,284	-10%
<b>Total Expenditures</b>	<b>1,696,616</b>	<b>2,122,216</b>	<b>1,929,783</b>	<b>9%</b>
<b>Net Appropriations</b>	<b>-1,696,616</b>	<b>-2,122,216</b>	<b>-1,929,783</b>	<b>9%</b>

Authorized Positions:

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

Purpose of Account:

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

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
<b>General Government</b>					
001-1903-619.10-01	Full Time	120,017	112,977	118,073	5%
001-1903-619.10-02	Part Time	-	27,300	27,300	0%
001-1903-619.10-03	Overtime	2,562	4,000	3,000	-25%
001-1903-619.10-04	Standby	3,699	4,000	4,000	0%
001-1903-619.11-02	Cafeteria Earnings	11,217	10,999	10,999	0%
001-1903-619.11-03	Longevity Pay	2,426	2,426	2,426	0%
001-1903-619.11-04	Mgmt Benefit	1,291	1,200	-	-100%
001-1903-619.11-05	Car Allowance	127	-	-	0%
001-1903-619.11-09	Annual Leave Buyout	8,368	6,376	4,000	-37%
001-1903-619.11-10	Compensatory Leave Buyout	135	-	-	0%
001-1903-619.20-01	Taxes FICA-Employer	8,594	9,914	8,152	-18%
001-1903-619.20-02	Taxes FICA-Employee	8,588	8,831	-	-100%
001-1903-619.20-03	Taxes Medicare-Employer	2,281	2,800	1,907	-32%
001-1903-619.20-04	Taxes Medicare-Employee	2,283	2,374	-	-100%
001-1903-619.21-01	PERS	36,558	36,618	40,725	11%
001-1903-619.21-04	POB PERS Debt Svc Alloc	14,064	12,715	6,358	-50%
001-1903-619.21-05	PERS Rate Stabilization	-	-	-	0%
001-1903-619.22-01	LTD/Life Insurance	1,088	1,034	1,040	1%
001-1903-619.23-01	City Contr Def Comp-401K	2,739	2,548	2,675	5%
001-1903-619.23-02	City Contr Def Comp-457	10	-	-	0%
001-1903-619.25-01	Medical Insurance	319	-	-	0%
001-1903-619.25-02	Dental Insurance	28	-	-	0%
001-1903-619.27-01	Post Retire RHS Health Pl	6,900	-	-	0%
<b>SALARY AND BENEFITS</b>		<b>233,299</b>	<b>246,112</b>	<b>230,655</b>	<b>-6%</b>
001-1903-619.36-03	Cont Svcs-Comp Maint	114,530	120,000	140,375	17%
001-1903-619.36-08	Cont Svcs-Miscellaneous	24,890	15,400	30,898	101%
001-1903-619.40-01	Utilities	111,720	645,871	540,000	-16%
001-1903-619.40-02	Cell Phones	319	380	-	-100%
001-1903-619.40-06	Care Program Expense	182,412	65,000	62,500	-4%
001-1903-619.51-08	Training In-House	253	7,600	2,600	-66%
001-1903-619.52-01	Office Supplies	15,654	20,000	16,000	-20%
001-1903-619.52-02	Postage	17,814	18,000	18,000	0%
001-1903-619.53-04	Program 2-1-1 Support	2,000	2,000	2,000	0%
001-1903-619.58-06	Offsite Storage	10,762	24,000	10,000	-58%
001-1903-619.58-17	Library Advance	65,000	32,500	32,500	0%
001-1903-619.58-34	Prior Year Expenses	88	-	-	0%
001-1903-619.61-04	Clothing Expense/Reimb	28	-	-	0%
001-1903-619.61-11	Misc Supplies	3,396	15,200	5,000	-67%
001-1903-619.65-01	Dues/Memberships	22,262	37,450	475	-99%
001-1903-619.65-02	Publications	259	300	-	-100%
001-1903-619.68-01	Cable	-	1,940	1,940	0%
001-1903-619.90-03	ISF Allocation Expenses	22,712	12,038	13,284	10%
001-1903-619.90-20	Operating Transfer Out	802,973	783,925	817,556	4%
<b>OPERATING EXPENSES</b>		<b>1,397,072</b>	<b>1,801,604</b>	<b>1,693,128</b>	<b>-6%</b>
001-1903-619.70-03	Office Equip/Furniture	66,245	74,500	6,000	-92%
<b>CAPITAL</b>		<b>66,245</b>	<b>74,500</b>	<b>6,000</b>	<b>-92%</b>

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

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>ACTUALS FY 14/15</b>	<b>FY 15/16</b>	<b>PROPOSED FY 16/17</b>	<b>% CHANGE</b>
	<b>TOTAL EXPENDITURES</b>	<b>1,696,616</b>	<b>2,122,216</b>	<b>1,929,783</b>	<b>-9%</b>

**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 \*\*\*

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

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



\*\*\* 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%
<b>Total Revenues</b>	<b>493,210</b>	<b>493,000</b>	<b>488,200</b>	<b>-1%</b>

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%
<b>Total Expenditures</b>	<b>493,210</b>	<b>493,000</b>	<b>488,200</b>	<b>-1%</b>

<b>Net Appropriations</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>
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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 \*\*\*

<b>Fund 512</b>	<b>Pension Obligation Bonds Account Summary</b>			
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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%
<b>Total Revenues</b>	<b>1,167,320</b>	<b>1,214,775</b>	<b>519,000</b>	<b>-57%</b>

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%
<b>Total Expenditures</b>	<b>1,167,320</b>	<b>1,214,775</b>	<b>519,000</b>	<b>-57%</b>

<b>Net Appropriations</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>
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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 ■■■

<b>General Fund</b>		<b>Community Development Department</b>			
		<b>Department Overview</b>			
		Actual	Budgeted	Proposed	
Description		2014-15	2015-16	2016-17	% Change
<b>Expenditure</b>					
<b>Description</b>					
Salaries & Benefits	748,638	814,105	461,026	-43%	
Operational Charges	229,257	385,316	532,820	38%	
Capital Expenditures	11,431	0	0	0%	
Allocation Charges	96,851	87,312	81,446	-7%	
<b>Total Expenditures</b>	<b>1,086,177</b>	<b>1,286,733</b>	<b>1,075,292</b>	<b>-16%</b>	
<b>Net Appropriations</b>	<b>-1,086,177</b>	<b>-1,286,733</b>	<b>-1,075,292</b>	<b>-16%</b>	

Authorized Positions:

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

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

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**Administration/Planning & Zoning  
General Fund**

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**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	
<b>Comm Dvlp Admin</b>					
001-5101-651.10-01	Full Time	134,787	223,748	63,336	-72%
001-5101-651.10-03	Overtime	168	500	-	-100%
001-5101-651.11-02	Cafeteria Earnings	4,366	5,787	2,772	-52%
001-5101-651.11-03	Longevity Pay	4,725	7,812	7,812	0%
001-5101-651.11-04	Mgmt Benefit	660	1,140	-	-100%
001-5101-651.11-05	Car Allowance	1,324	2,280	-	-100%
001-5101-651.11-06	Bilingual Premium	598	897	598	-33%
001-5101-651.11-09	Annual Leave Buyout	5,588	8,416	8,400	0%
001-5101-651.11-10	Compensatory Leave Buyout	18	-	-	0%
001-5101-651.20-01	Taxes FICA-Employer	8,536	13,491	4,242	-69%
001-5101-651.20-02	Taxes FICA-Employee	8,533	14,070	-	-100%
001-5101-651.20-03	Taxes Medicare-Employer	2,344	4,144	992	-76%
001-5101-651.20-04	Taxes Medicare-Employee	2,349	4,080	-	-100%
001-5101-651.21-01	PERS	40,432	72,126	70,042	-3%
001-5101-651.21-04	POB PERS Debt Svc Alloc	18,997	25,045	12,248	-51%
001-5101-651.21-05	PERS Rate Stabilization	-	-	-	0%
001-5101-651.22-01	LTD/Life Insurance	1,173	1,925	563	-71%
001-5101-651.23-01	City Contr Def Comp-401K	2,291	4,043	-	-100%
001-5101-651.23-02	City Contr Def Comp-457	-	-	2,005	0%
001-5101-651.25-01	Medical Insurance	11,100	19,805	6,522	-67%
001-5101-651.25-02	Dental Insurance	284	457	532	16%
001-5101-651.25-03	Vision Insurance	207	336	98	-71%
<b>SALARY AND BENEFITS</b>		<b>248,480</b>	<b>410,102</b>	<b>180,162</b>	<b>-56%</b>
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	27,149	-2%
<b>OPERATING EXPENSES</b>		<b>77,657</b>	<b>91,320</b>	<b>89,149</b>	<b>-2%</b>
<b>TOTAL EXPENDITURES</b>		<b>326,137</b>	<b>501,422</b>	<b>269,311</b>	<b>-46%</b>

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

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**Building & Safety  
General Fund**

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

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

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**Code Compliance/Parking Enforcement  
General Fund**

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

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

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



\*\*\* 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 FY 14/15	FY 15/16	PROPOSED FY 16/17	% CHANGE
<b>CDBG Program</b>					
254-0000-561.12-20	Urban County CDBG	459,321	70,000	80,000	14%
<b>TOTAL REVENUE</b>		<b>459,321</b>	<b>70,000</b>	<b>80,000</b>	<b>14%</b>
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%
<b>OPERATING EXPENSES</b>		<b>18,220</b>	<b>116,362</b>	<b>80,000</b>	<b>-31%</b>
<b>TOTAL EXPENDITURES</b>		<b>18,220</b>	<b>116,362</b>	<b>80,000</b>	<b>-31%</b>
<b>REVENUE/(LOSS)</b>		<b>441,101</b>	<b>(46,362)</b>	<b>-</b>	<b>-100%</b>

**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%
<b>Total Revenues</b>	<b>58,653</b>	<b>40,500</b>	<b>10,500</b>	<b>-74%</b>

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%
<b>Total Expenditures</b>	<b>83,106</b>	<b>294,796</b>	<b>182,806</b>	<b>-38%</b>

<b>Net Appropriations</b>	<b>(24,453)</b>	<b>(254,296)</b>	<b>(172,306)</b>	<b>-32%</b>
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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	
<b>Neighborhood Preservation</b>					
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%
<b>TOTAL REVENUE</b>		<b>58,653</b>	<b>40,500</b>	<b>10,500</b>	<b>-74%</b>
<b>SALARIES AND BENEFITS</b>					
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%
<b>SALARIES AND BENEFITS</b>		<b>28,238</b>	<b>74,930</b>	<b>29,222</b>	<b>-61%</b>
<b>OPERATING EXPENSES</b>					
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%
<b>OPERATING EXPENSES</b>		<b>54,868</b>	<b>219,866</b>	<b>153,584</b>	<b>-30%</b>
<b>TOTAL EXPENDITURES</b>		<b>83,106</b>	<b>294,796</b>	<b>182,806</b>	<b>-38%</b>
<b>REVENUE/(LOSS)</b>		<b>(24,453)</b>	<b>(254,296)</b>	<b>(172,306)</b>	<b>-32%</b>

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

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
<b>Total</b>	<b>34.75</b>	<b>32.50</b>	<b>31.50</b>

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

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
<b>Patrol/Investigations</b>					
001-2102-621.10-01	Full Time	2,119,606	2,045,435	1,881,553	-8%
001-2102-621.10-02	Part Time	-	-	9,568	0%
001-2102-621.10-03	Overtime	510,774	460,000	460,000	0%
001-2102-621.10-04	Standby	28,459	7,300	20,450	180%
001-2102-621.11-01	Education Incentive	216,795	209,328	201,960	-4%
001-2102-621.11-02	Cafeteria Earnings	28,645	23,744	25,307	7%
001-2102-621.11-03	Longevity Pay	97,523	97,938	106,000	8%
001-2102-621.11-06	Bilingual Premium	5,444	4,680	4,680	0%
001-2102-621.11-07	Detective Premium	42,803	42,483	42,457	0%
001-2102-621.11-09	Annual Leave Buyout	68,138	40,000	58,300	46%
001-2102-621.11-10	Compensatory Leave Buyout	21,674	20,000	20,000	0%
001-2102-621.20-01	Taxes FICA-Employer	147,129	148,103	126,767	-14%
001-2102-621.20-02	Taxes FICA-Employee	140,218	140,252	-	-100%
001-2102-621.20-03	Taxes Medicare-Employer	45,222	42,075	30,874	-27%
001-2102-621.20-04	Taxes Medicare-Employee	43,635	37,814	-	-100%
001-2102-621.21-01	PERS	735,783	758,018	780,130	3%
001-2102-621.21-04	POB PERS Debt Svc Alloc	466,559	607,388	303,694	-50%
001-2102-621.21-05	PERS Rate Stabilization	-	-	-	0%
001-2102-621.21-06	PD Retiree Health Reimb	-	20,000	17,500	-13%
001-2102-621.22-01	LTD/Life Insurance	17,319	17,327	15,316	-12%
001-2102-621.25-01	Medical Insurance	202,895	215,665	187,259	-13%
001-2102-621.25-02	Dental Insurance	23,068	23,066	18,494	-20%
001-2102-621.25-03	Vision Insurance	3,670	4,032	3,364	-17%
001-2102-621.26-01	Uniform Allowance	12,521	12,541	10,860	-13%
<b>SALARY AND BENEFITS</b>		<b>4,977,880</b>	<b>4,977,189</b>	<b>4,324,533</b>	<b>-13%</b>
001-2102-621.35-05	Cont Svcs-Radio Services	69,216	50,500	22,500	-55%
001-2102-621.36-08	Cont Svcs-Miscellaneous	12,181	16,500	11,100	-33%
001-2102-621.36-18	Cont Svcs-Car Wash	705	1,475	-	-100%
001-2102-621.40-02	Cell Phones	1,298	1,300	1,300	0%
001-2102-621.51-01	Conference/Travel	1,808	3,500	1,000	-71%
001-2102-621.51-10	Training-POST	1,315	5,000	5,000	0%
001-2102-621.52-01	Office Supplies	3,722	3,900	3,900	0%
001-2102-621.52-03	Printing/Publications	1,693	2,000	2,000	0%
001-2102-621.61-04	Clothing Expense/Reimb	5,962	6,000	6,000	0%
001-2102-621.64-01	Firearms/Weapons	12,300	12,500	12,500	0%
001-2102-621.64-02	K-9 Program Supplies	13,979	14,800	4,800	-68%
001-2102-621.64-05	Investigation Expenses	5,829	6,000	7,000	17%
001-2102-621.64-07	Police Equipment	10,484	10,600	10,600	0%
001-2102-621.65-01	Dues/Memberships	-	300	-	-100%
001-2102-621.90-03	ISF Allocation Expenses	596,039	672,504	831,575	24%
<b>OPERATING EXPENSES</b>		<b>736,531</b>	<b>806,879</b>	<b>919,275</b>	<b>14%</b>
001-2102-621.70-04	Structures/Improvements	6,000	5,000	-	-100%
001-2102-621.70-05	Vehicles	-	42,500	-	-100%
<b>CAPITAL</b>		<b>6,000</b>	<b>47,500</b>	<b>-</b>	<b>-100%</b>
<b>TOTAL EXPENDITURES</b>		<b>5,720,411</b>	<b>5,831,568</b>	<b>5,243,808</b>	<b>-10%</b>

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

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

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

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>ACTUALS</b>		<b>PROPOSED</b>	<b>% CHANGE</b>
		<b>FY 14/15</b>	<b>FY 15/16</b>	<b>FY 16/17</b>	
<b>Crossing Guards</b>					
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%
<b>OPERATING EXPENSES</b>		<b>44,569</b>	<b>53,000</b>	<b>53,000</b>	<b>0%</b>
<b>TOTAL EXPENDITURES</b>		<b>44,569</b>	<b>53,000</b>	<b>53,000</b>	<b>0%</b>

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
<b>Reserves Program</b>					
001-2106-621.10-02	Part Time	7,772	4,416	4,500	2%
001-2106-621.20-01	Taxes FICA-Employer	524	274	279	2%
001-2106-621.20-02	Taxes FICA-Employee	184	130	-	-100%
001-2106-621.20-03	Taxes Medicare-Employer	122	64	131	105%
001-2106-621.20-04	Taxes Medicare-Employee	43	30	-	-100%
001-2106-621.21-01	PERS	-	-	1,575	0%
<b>SALARY AND BENEFITS</b>		<b>8,645</b>	<b>4,914</b>	<b>6,485</b>	<b>32%</b>
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%
<b>OPERATING EXPENSES</b>		<b>23,535</b>	<b>23,500</b>	<b>15,900</b>	<b>-32%</b>
<b>TOTAL EXPENDITURES</b>		<b>32,180</b>	<b>28,414</b>	<b>22,385</b>	<b>-21%</b>

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

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

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

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

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

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**Recreation Programs  
General Fund**

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**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%
<b>Total Revenues</b>	<b>17,362</b>	<b>16,500</b>	<b>16,500</b>	<b>0%</b>
<b>Expenditure</b>				
Description	Actual 2014-15	Budgeted 2015-16	Proposed 2016-17	% Change
Salaries & Benefits	394,659	354,766	345,549	-3%
Operational Charges	349,018	320,033	110,870	-65%
Capital Expenditures	1,165,468	297,702	28,570	-90%
Allocation Charges	96,928	91,234	136,991	50%
<b>Total Expenditures</b>	<b>2,006,073</b>	<b>1,063,735</b>	<b>621,980</b>	<b>-42%</b>
<b>Net Appropriations</b>	<b>(2,006,073)</b>	<b>(1,063,735)</b>	<b>(621,980)</b>	<b>-42%</b>

**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
<b>Total</b>	<b>7.30</b>	<b>7.55</b>	<b>6.00</b>

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

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

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
<b>Community Center</b>					
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%
<b>SALARY AND BENEFITS</b>		<b>235,426</b>	<b>239,961</b>	<b>213,827</b>	<b>-11%</b>
001-4182-641.36-08	Cont Svcs-Miscellaneous	11,178	11,600	11,600	0%
001-4182-641.36-10	Cont Svcs-Alarm Services	2,446	2,500	2,500	0%
001-4182-641.40-01	Utilities	14,754	15,000	15,000	0%
001-4182-641.51-01	Conference/Travel	134	1,000	-	-100%
001-4182-641.53-03	Special Events	8,077	3,300	2,000	-39%
001-4182-641.61-02	Building Maint Supplies	4,247	5,500	5,500	0%
001-4182-641.61-04	Clothing Expense/Reimb	760	800	800	0%
001-4182-641.61-11	Misc Supplies	7,266	7,600	7,000	-8%
001-4182-641.65-01	Dues/Memberships	370	650	170	-74%
001-4182-641.90-03	ISF Allocation Expenses	24,330	23,170	41,096	77%
<b>OPERATING EXPENSES</b>		<b>73,562</b>	<b>71,120</b>	<b>85,666</b>	<b>20%</b>
001-4182-641.70-02	Equipment	12,048	-	-	0%
<b>CAPITAL</b>		<b>12,048</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>TOTAL EXPENDITURES</b>		<b>321,036</b>	<b>311,081</b>	<b>299,493</b>	<b>-4%</b>

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
<b>Parks/Facilities</b>					
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%
<b>OPERATING EXPENSES</b>		<b>22,320</b>	<b>31,500</b>	<b>33,200</b>	<b>5%</b>
001-4183-641.70-04	Structures/Improvements	36,748	12,000	12,000	0%
<b>CAPITAL</b>		<b>36,748</b>	<b>12,000</b>	<b>12,000</b>	<b>0%</b>
<b>TOTAL EXPENDITURES</b>		<b>59,068</b>	<b>43,500</b>	<b>45,200</b>	<b>4%</b>

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
<b>Beach and Pier</b>					
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%
<b>OPERATING EXPENSES</b>		<b>87,726</b>	-	-	<b>0%</b>
001-4184-641.70-04	Structures/Improvements	1,116,672	257,272	-	-100%
<b>CAPITAL</b>		<b>1,116,672</b>	<b>257,272</b>	-	<b>-100%</b>
<b>TOTAL EXPENDITURES</b>		<b>1,204,398</b>	<b>257,272</b>	-	<b>-100%</b>

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
<b>Culture/Leisure</b>					
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%
<b>OPERATING EXPENSES</b>		<b>110,564</b>	<b>179,583</b>	<b>5,400</b>	<b>-97%</b>
<b>TOTAL EXPENDITURES</b>		<b>110,564</b>	<b>179,583</b>	<b>5,400</b>	<b>-97%</b>

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
<b>Lifeguards/Jr. Lifeguards</b>					
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%
<b>SALARY AND BENEFITS</b>		<b>150,592</b>	<b>114,805</b>	<b>131,722</b>	<b>15%</b>
001-4186-622.36-08	Cont Svcs-Miscellaneous	4,705	3,700	3,000	-19%
001-4186-622.50-07	Unemployment Insurance	11,703	10,000	12,000	20%
001-4186-622.53-03	Special Events	3,193	5,700	500	-91%
001-4186-622.53-11	Merchandise	2,001	2,000	2,000	0%
001-4186-622.53-12	Jr Lifeguard Expenses	4,488	3,000	3,000	0%
001-4186-622.61-04	Clothing Expense/Reimb	200	500	800	60%
001-4186-622.61-11	Misc Supplies	3,450	4,800	3,500	-27%
001-4186-622.65-01	Dues/Memberships	300	-	-	0%
001-4186-622.90-03	ISF Allocation Expenses	64,488	60,340	82,195	36%
<b>OPERATING EXPENSES</b>		<b>94,528</b>	<b>90,040</b>	<b>106,995</b>	<b>19%</b>
001-4186-622.70-05	Vehicles	-	28,430	16,570	-42%
<b>CAPITAL</b>		<b>-</b>	<b>28,430</b>	<b>16,570</b>	<b>-42%</b>
<b>TOTAL EXPENDITURES</b>		<b>245,120</b>	<b>233,275</b>	<b>255,287</b>	<b>9%</b>

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	
		FY 14/15	FY 15/16	FY 16/17	% CHANGE
<b>Sr Nutrition Grant</b>					
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%
<b>TOTAL REVENUE</b>		<b>17,362</b>	<b>16,500</b>	<b>16,500</b>	<b>0%</b>
<b>Operating Expenses</b>					
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%
<b>OPERATING EXPENSES</b>		<b>18,756</b>	<b>16,500</b>	<b>16,500</b>	<b>0%</b>
<b>TOTAL EXPENDITURES</b>		<b>18,756</b>	<b>16,500</b>	<b>16,500</b>	<b>0%</b>
<b>REVENUE/(LOSS)</b>		<b>(1,394)</b>	<b>-</b>	<b>-</b>	<b>0%</b>

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

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**Landscape Maintenance  
General Fund**

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**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%
<b>Total Revenues</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>Expenditure Description</b>	<b>Actual 2014-15</b>	<b>Budgeted 2015-16</b>	<b>Proposed 2016-17</b>	<b>% Change</b>
Salaries & Benefits	774,919	813,136	340,483	-58%
Operational Charges	123,467	236,711	514,536	117%
Capital Expenditures	11,228	12,000	-	-100%
Allocation Charges	135,544	194,768	78,752	-60%
<b>Total Expenditures</b>	<b>1,045,158</b>	<b>1,256,615</b>	<b>933,771</b>	<b>-26%</b>
<b>Net Appropriations</b>	<b>(1,045,158)</b>	<b>(1,256,615)</b>	<b>(933,771)</b>	<b>-26%</b>

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
<b>Total</b>	<b>8.00</b>	<b>9.00</b>	<b>4.50</b>

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
<b>Landscape Maintenance</b>					
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%
<b>SALARY AND BENEFITS</b>		<b>774,919</b>	<b>-</b>	<b>340,483</b>	<b>0%</b>
001-3104-631.36-05	Cont Svcs-Outside Labor	65,470	-	-	0%
001-3104-631.36-06	Cont Svcs-Uniform Svcs	6,027	-	-	0%
001-3104-631.36-08	Cont Svcs-Miscellaneous	2,375	-	469,566	0%
001-3104-631.36-10	Contra Acc Internal Labor	(1,739)	-	-	0%
001-3104-631.40-02	Cell Phones	1,309	-	-	0%
001-3104-631.51-01	Conference/Travel	2,190	-	-	0%
001-3104-631.52-01	Office Supplies	1,028	-	-	0%
001-3104-631.61-08	Janitorial Supplies	7,833	-	7,770	0%
001-3104-631.61-09	Landscape Supplies	18,936	-	17,000	0%
001-3104-631.61-11	Misc Supplies	670	-	600	0%
001-3104-631.61-15	Safety Supplies	6,679	-	-	0%
001-3104-631.61-20	Plant Material	4,008	-	4,000	0%
001-3104-631.62-01	Mower Parts	2,902	-	-	0%
001-3104-631.62-02	Repair Parts	639	-	-	0%
001-3104-631.62-04	Small Tools	3,610	-	-	0%
001-3104-631.62-06	Equipment Maint Matl	752	-	-	0%
001-3104-631.62-07	Irrigation Maint Repair	-	-	15,600	0%
001-3104-631.65-01	Dues/Memberships	670	-	-	0%
001-3104-631.65-02	Publications	108	-	-	0%
001-3104-631.90-03	ISF Allocation Expenses	135,544	-	78,752	0%
<b>OPERATING EXPENSES</b>		<b>259,011</b>	<b>-</b>	<b>593,288</b>	<b>0%</b>
001-3104-631.70-02	Equipment	11,228	-	-	0%
<b>CAPITAL</b>		<b>11,228</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>TOTAL EXPENDITURES</b>		<b>1,045,158</b>	<b>-</b>	<b>933,771</b>	<b>0%</b>

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
<b>Landscape Maintenance</b>					
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%
<b>SALARY AND BENEFITS</b>		-	<b>813,136</b>	-	<b>-100%</b>
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%
<b>OPERATING EXPENSES</b>		-	<b>431,479</b>	-	<b>-100%</b>
001-4204-604.70-02	Equipment	-	5,000	-	-100%
001-4204-604.70-04	Structures/Improvements	-	7,000	-	-100%
<b>CAPITAL</b>		-	<b>12,000</b>	-	<b>-100%</b>
<b>TOTAL EXPENDITURES</b>		-	<b>1,256,615</b>	-	<b>-100%</b>



\*\*\* 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%
<b>Total Revenues</b>	<b>18,591,008</b>	<b>22,204,135</b>	<b>21,221,986</b>	<b>-4%</b>
<hr/>				
Expenditure Description	Actual 2014-15	Budgeted 2015-16	Projected 2016-17	% Change
Salaries & Benefits	4,610,274	4,595,440	3,748,990	-18%
Operational Charges	7,719,066	8,896,060	8,440,932	-5%
Allocation Charges	3,603,893	3,426,061	2,761,892	-19%
Capital Expenditures	957,776	4,384,300	2,911,700	-34%
Capital/Equipment Reserves	0	1,550,000	1,550,000	0%
Debt Service	214,720	517,287	317,364	-39%
Transfers Out	242,665	240,000	240,000	0%
<b>Total Expenditures</b>	<b>17,348,394</b>	<b>23,609,148</b>	<b>19,970,878</b>	<b>-15%</b>
<hr/>				
<b>Net Appropriations</b>	<b>1,242,614</b>	<b>-1,405,013</b>	<b>1,251,108</b>	<b>-189%</b>



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

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

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

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**Public Works Administration  
General Fund**

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**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 2016-2017 BUDGET**

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**Facilities Maintenance  
General Fund**

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**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**

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

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
<b>Facilities Maintenance</b>					
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%
<b>SALARY AND BENEFITS</b>		<b>709,652</b>	<b>504,562</b>	<b>236,906</b>	<b>-53%</b>
001-1370-613.36-06	Cont Svcs-Uniform Svcs	895	1,000	-	-100%
001-1370-613.36-08	Cont Svcs-Miscellaneous	28,741	32,900	321,962	879%
001-1370-613.36-10	Alarm Monitoring	2,724	3,000	3,000	0%
001-1370-613.36-17	Janitorial Services	36,803	36,805	36,805	0%
001-1370-613.36-20	Pest Control	1,579	1,670	1,700	2%
001-1370-613.36-22	Fire Extinguisher/Supp	1,095	1,800	1,200	-33%
001-1370-613.36-23	Generator Services	2,671	4,810	2,500	-48%
001-1370-613.40-01	Utilities	-	2,500	-	-100%
001-1370-613.40-02	Cell Phones	963	900	150	-83%
001-1370-613.51-01	Conference/Travel	48	100	-	-100%
001-1370-613.52-01	Office Supplies	495	500	300	-40%
001-1370-613.53-08	Graffiti Removal	3,291	4,000	4,000	0%
001-1370-613.58-38	Bldg Maint-Marine Supply	28,106	-	-	0%
001-1370-613.61-01	Parking Machine Supplies	-	20,283	20,783	2%
001-1370-613.61-02	Building Maint Supplies	46,229	37,000	37,000	0%
001-1370-613.61-04	Clothing Expense/Reimb	1,137	800	-	-100%
001-1370-613.61-15	Safety Supplies	444	600	100	-83%
001-1370-613.62-04	Small Tools	4,434	2,500	-	-100%
001-1370-613.90-03	ISF Allocation Expenses	81,817	88,570	89,414	1%
<b>OPERATING EXPENSES</b>		<b>241,472</b>	<b>239,738</b>	<b>518,914</b>	<b>116%</b>
001-1370-613.70-04	Structures/Improvements	-	132,400	72,000	-46%
<b>CAPITAL</b>		<b>-</b>	<b>132,400</b>	<b>72,000</b>	<b>-46%</b>
<b>TOTAL EXPENDITURES</b>		<b>951,124</b>	<b>876,700</b>	<b>827,820</b>	<b>-6%</b>

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

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**Engineering  
General Fund**

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**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	
<b>Engineering</b>					
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%
<b>SALARY AND BENEFITS</b>		<b>410,586</b>	<b>291,042</b>	<b>275,228</b>	<b>-5%</b>
001-3101-631.36-08	Cont Svcs-Miscellaneous	24,860	50,808	23,000	-55%
001-3101-631.40-01	Utilities	5,725	5,400	5,400	0%
001-3101-631.40-02	Cell Phones	744	875	1,100	26%
001-3101-631.51-01	Conference/Travel	152	750	450	-40%
001-3101-631.52-01	Office Supplies	2,374	4,200	1,500	-64%
001-3101-631.52-02	Postage	68	600	200	-67%
001-3101-631.52-03	Printing/Publications	1,584	2,000	1,600	-20%
001-3101-631.61-11	Misc Supplies	347	450	500	11%
001-3101-631.61-15	Safety Supplies	-	350	-	-100%
001-3101-631.65-01	Dues/Memberships	468	650	700	8%
001-3101-631.65-02	Publications	827	800	600	-25%
001-3101-631.90-03	ISF Allocation Expenses	58,258	44,017	68,498	56%
<b>OPERATING EXPENSES</b>		<b>95,407</b>	<b>110,900</b>	<b>103,548</b>	<b>-7%</b>
<b>TOTAL EXPENDITURES</b>		<b>505,993</b>	<b>401,942</b>	<b>378,776</b>	<b>-6%</b>

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

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**Streets  
General Fund**

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**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	
<b>Streets</b>					
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%
<b>SALARY AND BENEFITS</b>		<b>380,827</b>	<b>384,981</b>	<b>359,116</b>	<b>-7%</b>
001-3102-631.36-06	Cont Svcs-Uniform Svcs	4,144	1,600	2,000	25%
001-3102-631.37-01	Misc Work Request	8,489	5,000	1,000	-80%
001-3102-631.40-01	Utilities	2,021	2,500	700	-72%
001-3102-631.40-02	Cell Phones	749	700	700	0%
001-3102-631.51-01	Conference/Travel	-	350	-	-100%
001-3102-631.61-11	Misc Supplies	4,400	5,000	5,000	0%
001-3102-631.61-15	Safety Supplies	594	600	1,000	67%
001-3102-631.62-02	Repair Parts	320	600	600	0%
001-3102-631.62-04	Small Tools	4,155	3,000	3,000	0%
001-3102-631.63-02	Hueneme Bay Medians Supp	3,600	3,600	-	-100%
001-3102-631.63-03	Street Signs	2,772	2,500	2,500	0%
001-3102-631.63-05	Traffic Control Supplies	1,190	2,600	1,200	-54%
001-3102-631.65-01	Dues/Memberships	305	300	300	0%
001-3102-631.90-03	ISF Allocation Expenses	86,785	99,155	71,532	-28%
<b>OPERATING EXPENSES</b>		<b>119,524</b>	<b>127,505</b>	<b>89,532</b>	<b>-30%</b>
001-3102-631.70-04	Structures/Improvements	54,885	235,000	415,000	77%
<b>CAPITAL</b>		<b>54,885</b>	<b>235,000</b>	<b>415,000</b>	<b>77%</b>
<b>TOTAL EXPENDITURES</b>		<b>555,236</b>	<b>747,486</b>	<b>863,648</b>	<b>16%</b>

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

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**Fleet Maintenance  
Internal Service Fund**

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**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	
<b>Internal Svc - Fleet/Equip</b>					
448-0000-591.90-00	ISF Allocations	826,587	896,335	651,456	-27%
<b>TOTAL REVENUE</b>		<b>826,587</b>	<b>896,335</b>	<b>651,456</b>	<b>-27%</b>
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%
<b>SALARIES AND BENEFITS</b>		<b>317,483</b>	<b>325,957</b>	<b>124,293</b>	<b>-62%</b>
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%
<b>OPERATING EXPENSES</b>		<b>509,101</b>	<b>570,378</b>	<b>527,163</b>	<b>-8%</b>
<b>TOTAL EXPENDITURES</b>		<b>826,584</b>	<b>896,335</b>	<b>651,456</b>	<b>-27%</b>
<b>REVENUE/(LOSS)</b>		<b>3</b>	<b>-</b>	<b>-</b>	<b>0%</b>



■■■ 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%
<b>Total Revenues</b>	<b>16,194,078</b>	<b>19,948,802</b>	<b>18,829,897</b>	<b>-6%</b>

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

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

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**Water Operations  
Enterprise Fund**

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**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	
<b>Water Operations Fund</b>					
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%
<b>TOTAL REVENUE</b>		<b>7,352,506</b>	<b>10,479,940</b>	<b>8,668,850</b>	<b>-17%</b>
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%
<b>SALARIES AND BENEFITS</b>		<b>813,925</b>	<b>829,683</b>	<b>618,507</b>	<b>-25%</b>
441-6151-661.36-08	Cont Svcs-Miscellaneous	126,299	353,400	272,350	-23%
441-6151-661.40-01	Utilities	17,204	21,000	18,500	-12%
441-6151-661.40-02	Cell Phones	1,056	4,670	1,920	-59%
441-6151-661.51-01	Conference/Travel	2,362	6,000	6,000	0%
441-6151-661.52-01	Office Supplies	3,183	3,100	3,100	0%
441-6151-661.52-03	Printing/Publications	1,904	3,000	6,000	100%
441-6151-661.58-02	Bad Debt Expense	189	-	-	0%
441-6151-661.58-05	Interest Expense	748,414	748,414	712,094	-5%

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
441-6151-661.58-07	Principal Expense	-	346,092	382,412	10%
441-6151-661.58-26	Depreciation Expense	258,811	-	-	0%
441-6151-661.58-27	Amortization Expense	193,222	-	-	0%
441-6151-661.61-07	General System Maint	18,531	98,000	56,000	-43%
441-6151-661.61-15	Safety Supplies	307	900	900	0%
441-6151-661.62-07	Irrigation Maint Repair	14,729	-	1,000	0%
441-6151-661.65-01	Dues/Memberships	10,704	11,150	11,150	0%
441-6151-661.66-01	Water Analysis	18,604	20,000	20,000	0%
441-6151-661.66-02	Water PHWA Fixed Charges	833,980	1,149,000	1,887,820	64%
441-6151-661.66-03	Water PHWA Variable Chrgs	1,413,588	1,683,000	1,500,239	-11%
441-6151-661.66-04	Water Meters	425	130,000	10,000	-92%
441-6151-661.67-06	Reserve Expense	-	750,000	750,000	0%
441-6151-661.68-01	WATER CONSERVATION	5,735	12,000	6,000	-50%
441-6151-661.90-01	Cost Allocation	946,820	936,900	936,900	0%
441-6151-661.90-03	ISF Allocation Expenses	60,455	62,341	89,131	43%
<b>OPERATING EXPENSES</b>		<b>4,676,522</b>	<b>6,338,967</b>	<b>6,671,516</b>	<b>5%</b>
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%
<b>CAPITAL</b>		<b>50,758</b>	<b>2,247,800</b>	<b>948,100</b>	<b>-58%</b>
<b>TOTAL EXPENDITURES</b>		<b>5,541,205</b>	<b>9,416,450</b>	<b>8,238,123</b>	<b>-13%</b>
<b>REVENUE/(LOSS)</b>		<b>1,811,301</b>	<b>1,063,490</b>	<b>430,727</b>	<b>-59%</b>

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
<b>Water Plant Operations Fd</b>					
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%
<b>TOTAL REVENUE</b>		<b>939,562</b>	<b>1,251,625</b>	<b>1,188,447</b>	<b>-5%</b>
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%
<b>SALARIES AND BENEFITS</b>		<b>258,226</b>	<b>422,686</b>	<b>412,899</b>	<b>-2%</b>
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%
<b>OPERATING EXPENSES</b>		<b>681,298</b>	<b>828,939</b>	<b>755,840</b>	<b>-9%</b>
<b>TOTAL EXPENDITURES</b>		<b>939,524</b>	<b>1,251,625</b>	<b>1,168,739</b>	<b>-7%</b>
<b>REVENUE/(LOSS)</b>		<b>38</b>	<b>-</b>	<b>19,708</b>	<b>0%</b>

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

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**Wastewater Operations  
Enterprise Fund**

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**MISSION**

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

**PRIMARY ACTIVITIES**

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

**MAJOR ACCOMPLISHMENTS IN 2015-2106:**

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

**MAJOR INITIATIVES FOR 2016-2017**

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

**Multi-year Initiatives**

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

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
<b>Wastewater Operations Fd</b>					
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%
<b>TOTAL REVENUE</b>		<b>3,849,397</b>	<b>4,017,337</b>	<b>4,411,600</b>	<b>10%</b>
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%
<b>SALARIES AND BENEFITS</b>		<b>796,253</b>	<b>895,999</b>	<b>842,630</b>	<b>-6%</b>
444-6153-661.35-04	Cont Svcs-Oxn WW Plant	946,515	946,000	946,000	0%
444-6153-661.36-08	Cont Svcs-Miscellaneous	33,899	85,161	51,650	-39%
444-6153-661.40-01	Utilities	18,602	22,000	22,950	4%
444-6153-661.40-02	Cell Phones	1,571	1,500	1,200	-20%
444-6153-661.51-01	Conference/Travel	6,334	7,250	3,500	-52%
444-6153-661.52-01	Office Supplies	2,458	2,700	2,700	0%
444-6153-661.58-26	Depreciation Expense	296,861	-	-	0%
444-6153-661.61-07	General System Maint	48,031	75,000	75,000	0%
444-6153-661.61-15	Safety Supplies	2,243	4,000	4,000	0%

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
444-6153-661.65-01	Dues/Memberships	2,367	3,610	2,510	-30%
444-6153-661.67-06	Reserve Expense	-	450,000	450,000	0%
444-6153-661.90-01	Cost Allocation	691,501	453,600	453,600	0%
444-6153-661.90-03	ISF Allocation Expenses	103,532	133,736	120,027	-10%
<b>OPERATING EXPENSES</b>		<b>2,153,914</b>	<b>2,184,557</b>	<b>2,133,137</b>	<b>-2%</b>
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%
<b>CAPITAL</b>		<b>7,067</b>	<b>454,000</b>	<b>819,100</b>	<b>80%</b>
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%
<b>DEBT SERVICE</b>		<b>199,401</b>	<b>319,553</b>	<b>317,364</b>	<b>-1%</b>
<b>TOTAL EXPENDITURES</b>		<b>3,156,635</b>	<b>3,854,109</b>	<b>4,112,231</b>	<b>7%</b>
<b>REVENUE/(LOSS)</b>		<b>692,762</b>	<b>163,228</b>	<b>299,369</b>	<b>83%</b>

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

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**Solid Waste Operations  
Enterprise Fund**

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**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	
<b>Solid Waste Operations Fd</b>					
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%
<b>TOTAL REVENUE</b>		<b>4,052,613</b>	<b>4,199,900</b>	<b>4,561,000</b>	<b>9%</b>
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%
<b>SALARIES AND BENEFITS</b>		<b>923,322</b>	<b>940,530</b>	<b>879,411</b>	<b>-6%</b>
447-6150-661.35-02	Cont Svcs-St Sweeping	101,922	104,000	105,000	1%
447-6150-661.35-03	Cont Svcs-Oxnard SW Dump	858,849	820,000	820,000	0%
447-6150-661.36-08	Cont Svcs-Miscellaneous	36,772	80,500	60,500	-25%
447-6150-661.40-01	Utilities	4,889	5,000	11,650	133%
447-6150-661.40-02	Cell Phones	1,699	1,600	1,600	0%
447-6150-661.50-07	Unemployment Insurance	1,208	-	-	0%
447-6150-661.51-01	Conference/Travel	429	4,200	3,000	-29%
447-6150-661.52-01	Office Supplies	2,836	4,000	2,500	-38%
447-6150-661.58-26	Depreciation Expense	126,293	-	-	0%
447-6150-661.59-01	Refuse Grant Expense	3,505	2,600	2,600	0%

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
447-6150-661.61-04	Clothing Expense/Reimb	397	500	500	0%
447-6150-661.61-07	General System Maint	14,599	15,550	20,000	29%
447-6150-661.61-15	Safety Supplies	2,777	1,300	1,300	0%
447-6150-661.65-01	Dues/Memberships	230	250	250	0%
447-6150-661.67-06	Reserve Expense	-	350,000	350,000	0%
447-6150-661.90-01	Cost Allocation	501,412	487,100	487,100	0%
447-6150-661.90-03	ISF Allocation Expenses	455,895	406,735	127,174	-69%
447-6150-661.90-10	Infrastructure Fee	200,000	200,000	200,000	0%
<b>OPERATING EXPENSES</b>		<b>2,313,712</b>	<b>2,483,335</b>	<b>2,193,174</b>	<b>-12%</b>
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	-	522,500	522,500	-1%
<b>CAPITAL</b>		<b>57,241</b>	<b>603,100</b>	<b>657,500</b>	<b>9%</b>
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%
<b>DEBT SERVICE</b>		<b>15,319</b>	<b>197,734</b>	<b>-</b>	<b>-100%</b>
<b>TOTAL EXPENDITURES</b>		<b>3,309,594</b>	<b>4,224,699</b>	<b>3,730,085</b>	<b>-12%</b>
<b>REVENUE/(LOSS)</b>		<b>743,019</b>	<b>(24,799)</b>	<b>830,915</b>	<b>-3451%</b>



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

Special Revenue Funds

Account Summary

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

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

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

None

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

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**Stormwater Operations  
General Fund**

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**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 (CIBCSO) for the operation and maintenance of their collection system. Administer CIP projects, as needed. Administer the City's compliance with the NPDES MS4 permit through the County.

**MAJOR ACCOMPLISHMENTS IN 2015-2106:**

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

**MAJOR INITIATIVES FOR 2016-2017**

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

**Multi-year Initiatives**

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

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
<b>Stormwater Program</b>					
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%
<b>TOTAL REVENUE</b>		<b>134,169</b>	<b>177,000</b>	<b>179,000</b>	<b>1%</b>
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%
<b>OPERATING EXPENSES</b>		<b>67,758</b>	<b>90,000</b>	<b>92,000</b>	<b>2%</b>
133-6155-661.70-04	Structures/Improvements	68,511	87,000	87,000	0%
<b>CAPITAL</b>		<b>68,511</b>	<b>87,000</b>	<b>87,000</b>	<b>0%</b>
<b>TOTAL EXPENDITURES</b>		<b>136,269</b>	<b>177,000</b>	<b>179,000</b>	<b>1%</b>
<b>REVENUE/(LOSS)</b>		<b>(2,100)</b>	<b>-</b>	<b>-</b>	<b>0%</b>

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

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

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
<b>Street Lights Assessment</b>					
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%
<b>TOTAL REVENUE</b>		<b>290,003</b>	<b>157,500</b>	<b>241,761</b>	<b>53%</b>
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%
<b>OPERATING EXPENSES</b>		<b>159,805</b>	<b>157,500</b>	<b>179,800</b>	<b>14%</b>
<b>TOTAL EXPENDITURES</b>		<b>159,805</b>	<b>157,500</b>	<b>179,800</b>	<b>14%</b>
<b>REVENUE/(LOSS)</b>		<b>130,198</b>	<b>-</b>	<b>61,961</b>	<b>0%</b>

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

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

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

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

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
<b>Gas Tax Fund</b>					
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%
<b>TOTAL REVENUE</b>		<b>638,665</b>	<b>492,698</b>	<b>492,698</b>	<b>0%</b>
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%
<b>OPERATING EXPENSES</b>		<b>214,376</b>	<b>336,902</b>	<b>332,700</b>	<b>-1%</b>
210-3112-631.70-04	Structures/Improvements	138,414	545,000	367,500	-33%
<b>CAPITAL</b>		<b>138,414</b>	<b>545,000</b>	<b>367,500</b>	<b>-33%</b>
<b>TOTAL EXPENDITURES</b>		<b>352,790</b>	<b>881,902</b>	<b>700,200</b>	<b>-21%</b>
<b>REVENUE/(LOSS)</b>		<b>285,875</b>	<b>(389,204)</b>	<b>(207,502)</b>	<b>-47%</b>

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

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

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

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



**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%
<b>Total Revenues</b>	<b>3,592,973</b>	<b>3,739,365</b>	<b>3,767,567</b>	<b>1%</b>

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%
<b>Total Expenditures</b>	<b>3,812,043</b>	<b>3,826,909</b>	<b>3,691,795</b>	<b>-4%</b>

<b>Net Appropriations</b>	<b>-219,070</b>	<b>-87,544</b>	<b>75,772</b>	<b>-187%</b>
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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
<b>Total</b>	<b>3.69</b>	<b>4.19</b>	<b>4.19</b>	<b>5.00</b>

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
<b>Conventional Housing</b>					
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%
<b>TOTAL REVENUE</b>		<b>478,708</b>	<b>538,300</b>	<b>748,143</b>	<b>39%</b>
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%
<b>SALARIES AND BENEFITS</b>		<b>278,318</b>	<b>167,927</b>	<b>253,556</b>	<b>51%</b>
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%
912-9101-891.36-17	Cont Svcs-Janitorial	-	-	9,100	0%
912-9101-891.36-18	Pest Control	-	-	10,000	0%
912-9101-891.36-19	Plumbing	-	-	1,500	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	
912-9101-891.36-20	Landscape	-	-	9,000	0%
912-9101-891.36-21	Unit Turnover	-	-	10,200	0%
912-9101-891.36-22	Copier Machine	-	-	900	0%
912-9101-891.36-23	Alarm Services	-	-	500	0%
912-9101-891.40-02	Cell Phones	357	300	500	67%
912-9101-891.40-03	Telephone	1,568	1,400	2,400	71%
912-9101-891.50-07	Unemployment	236	-	-	0%
912-9101-891.52-01	Office Supplies	-	-	2,000	0%
912-9101-891.52-02	Postage	-	-	2,000	0%
912-9101-891.58-02	Bad Debt Expense	694	-	-	0%
912-9101-891.58-26	Depreciation Expense	185,190	-	-	0%
912-9101-891.61-04	Clothing Expense/Reimb	412	400	450	13%
912-9101-891.61-05	Fac Maint Materials	(5)	-	10,000	0%
912-9101-891.65-01	Dues/Memberships	471	400	500	25%
912-9101-891.65-02	Publications	-	-	270	0%
912-9101-891.68-02	Electric-Mar Vista	33,056	30,000	35,000	17%
912-9101-891.68-03	Gas-Mar Vista	14,240	16,000	15,250	-5%
912-9101-891.68-07	Other Sundry Expenses	-	-	200	0%
912-9101-891.68-08	Payment In-Lieu of Taxes	20,832	23,000	23,000	0%
912-9101-891.68-10	Solid Waste-Mar Vista	4,799	7,000	4,700	-33%
912-9101-891.68-11	Solid Waste-Willowbrook	8,912	7,911	8,230	4%
912-9101-891.68-12	Tenant Recreation Expense	4,571	4,500	4,500	0%
912-9101-891.68-13	Water-Mar Vista	57,445	62,000	64,000	3%
912-9101-891.68-14	Water-Willowbrook	46,874	49,200	35,000	-29%
912-9101-891.68-15	Cost Allocation Expense	-	-	89,050	0%
912-9101-891.68-18	Cable TV Expense - MV	550	600	500	-17%
912-9101-891.90-03	ISF Allocation Expenses	-	-	14,252	0%
<b>OPERATING EXPENSES</b>		<b>380,202</b>	<b>221,511</b>	<b>380,216</b>	<b>72%</b>
<b>TOTAL EXPENDITURES</b>		<b>658,520</b>	<b>389,438</b>	<b>633,772</b>	<b>63%</b>
<b>REVENUE/(LOSS)</b>		<b>(179,812)</b>	<b>148,862</b>	<b>114,371</b>	<b>-23%</b>

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
<b>Public Housing Federal Fd</b>					
913-0000-561.16-12	Operating Subsidy	200,470	214,400	-	-100%
<b>TOTAL REVENUE</b>		<b>200,470</b>	<b>214,400</b>	<b>-</b>	<b>-100%</b>
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%
<b>SALARIES AND BENEFITS</b>		<b>-</b>	<b>151,356</b>	<b>-</b>	<b>-100%</b>
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%
<b>OPERATING EXPENSES</b>		<b>98,679</b>	<b>177,527</b>	<b>-</b>	<b>-100%</b>
<b>TOTAL EXPENDITURES</b>		<b>98,679</b>	<b>328,883</b>	<b>-</b>	<b>-100%</b>
<b>REVENUE/(LOSS)</b>		<b>101,791</b>	<b>(114,483)</b>	<b>-</b>	<b>-100%</b>

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
<b>Section 8 Vouchers</b>					
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%
<b>TOTAL REVENUE</b>		<b>2,863,148</b>	<b>2,866,594</b>	<b>2,950,500</b>	<b>3%</b>
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%
<b>SALARIES AND BENEFITS</b>		<b>240,524</b>	<b>282,996</b>	<b>223,811</b>	<b>-21%</b>
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%
<b>OPERATING EXPENSES</b>		<b>2,780,163</b>	<b>2,705,521</b>	<b>2,765,288</b>	<b>2%</b>
<b>TOTAL EXPENDITURES</b>		<b>3,020,687</b>	<b>2,988,517</b>	<b>2,989,099</b>	<b>0%</b>

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
	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	
<b>Mod Grants Housing</b>					
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%
<b>TOTAL REVENUE</b>		<b>50,647</b>	<b>120,071</b>	<b>68,924</b>	<b>-43%</b>
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%
<b>OPERATING EXPENSES</b>		<b>31,312</b>	<b>52,362</b>	<b>6,302</b>	<b>-88%</b>
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%
<b>CAPITAL</b>		<b>2,845</b>	<b>67,709</b>	<b>62,622</b>	<b>-8%</b>
<b>TOTAL EXPENDITURES</b>		<b>34,157</b>	<b>120,071</b>	<b>68,924</b>	<b>-43%</b>
<b>REVENUE/(LOSS)</b>		<b>16,490</b>	<b>-</b>	<b>-</b>	<b>0%</b>



**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%
<b>Total Revenues</b>	<b>2,760,672</b>	<b>2,908,472</b>	<b>3,201,979</b>	<b>10%</b>

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%
<b>Total Expenditures</b>	<b>1,312,553</b>	<b>3,479,065</b>	<b>3,201,979</b>	<b>-8%</b>

<b>Net Appropriations</b>	<b>1,448,119</b>	<b>(570,593)</b>	<b>-</b>	<b>-100%</b>
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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**

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

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
<b>Rda Obligation Retirement</b>					
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%
<b>TOTAL REVENUE</b>		<b>2,759,236</b>	<b>2,907,172</b>	<b>2,552,979</b>	<b>-12%</b>
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%
<b>SALARIES AND BENEFITS</b>		<b>215,440</b>	<b>187,052</b>	<b>156,200</b>	<b>-16%</b>
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%
<b>OPERATING EXPENSES</b>		<b>149,355</b>	<b>192,155</b>	<b>93,800</b>	<b>-51%</b>
882-8600-887.70-02	Equipment	2,000	-	-	0%
<b>CAPITAL</b>		<b>2,000</b>	<b>-</b>	<b>-</b>	<b>0%</b>
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%
<b>DEBT SERVICE</b>		<b>921,474</b>	<b>2,450,858</b>	<b>2,302,979</b>	<b>-6%</b>
<b>TOTAL EXPENDITURES</b>		<b>1,288,269</b>	<b>2,830,065</b>	<b>2,552,979</b>	<b>-10%</b>

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

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>ACTUALS</b>		<b>PROPOSED</b>	<b>% CHANGE</b>
		<b>FY 14/15</b>	<b>FY 15/16</b>	<b>FY 16/17</b>	
	<b>REVENUE/(LOSS)</b>	<b>1,470,967</b>	<b>77,107</b>	<b>-</b>	<b>-100%</b>



**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%
<b>Total Revenues</b>	<b>263,877</b>	<b>304,582</b>	<b>253,847</b>	<b>-17%</b>

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%
<b>Total Expenditures</b>	<b>464,781</b>	<b>277,241</b>	<b>289,333</b>	<b>4%</b>

<b>Net Appropriations</b>	<b>(200,904)</b>	<b>27,341</b>	<b>(35,486)</b>	<b>-230%</b>
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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
<b>Total</b>	<b>2.21</b>	<b>1.71</b>	<b>0.00</b>

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
<b>Housing Succssor Fund</b>					
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%
<b>TOTAL REVENUE</b>		<b>263,877</b>	<b>304,582</b>	<b>253,847</b>	<b>-17%</b>
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%
<b>SALARIES AND BENEFITS</b>		<b>266,302</b>	<b>75,718</b>	<b>99,449</b>	<b>31%</b>
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%
<b>OPERATING EXPENSES</b>		<b>198,479</b>	<b>199,523</b>	<b>189,884</b>	<b>-5%</b>
714-8702-887.70-02	Equipment	-	2,000	-	-100%
<b>CAPITAL</b>		<b>-</b>	<b>2,000</b>	<b>-</b>	<b>-100%</b>

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ACTUALS		PROPOSED	% CHANGE
		FY 14/15	FY 15/16	FY 16/17	
<b>TOTAL EXPENDITURES</b>		464,781	277,241	289,333	4%
<b>REVENUE/(LOSS)</b>		(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	
<b>Surplus Property Authority</b>					
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%
<b>TOTAL REVENUE</b>		<b>1,938,363</b>	<b>199,184</b>	<b>18,660</b>	<b>-91%</b>
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%
<b>SALARIES AND BENEFITS</b>		<b>200,466</b>	-	-	<b>0%</b>
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%
<b>OPERATING EXPENSES</b>		<b>343,554</b>	<b>238,824</b>	-	<b>-100%</b>
713-8113-871.70-04	Structures/Improvements	424,264	6,041	-	-100%
<b>CAPITAL</b>		<b>424,264</b>	<b>6,041</b>	-	<b>-100%</b>

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

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>ACTUALS</b>		<b>PROPOSED</b>	<b>% CHANGE</b>
		<b>FY 14/15</b>	<b>FY 15/16</b>	<b>FY 16/17</b>	
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%
<b>DEBT SERVICE</b>		<b>300,000</b>	<b>564,801</b>	<b>564,801</b>	<b>0%</b>
<b>TOTAL EXPENDITURES</b>		<b>1,268,284</b>	<b>809,666</b>	<b>564,801</b>	<b>-30%</b>
<b>REVENUE/(LOSS)</b>		<b>670,079</b>	<b>(610,482)</b>	<b>(546,141)</b>	<b>-11%</b>

PROJECT TITLE / DESCRIPTION		SOURCE OF FUNDS	2016-17	2017-18	2018-19	2019-20	2020-21	FUNDING TO COMPLETE
<b>INFORMATION TECHNOLOGY</b>								
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
<b>Total Information Technology Projects</b>			<b>\$46,775</b>	<b>\$57,400</b>	<b>\$109,400</b>	<b>\$18,000</b>	<b>\$0</b>	<b>\$231,875</b>
<b>POLICE DEPARTMENT</b>								
1	Equipment & Vehicle Purchases: Purchase two patrol vehicles (Tahoe). Includes upfitting.	A, B, or C*		\$42,000				\$42,000
2	Dispatch Console Replacement: Replace the dispatch console in the Police Department. \$37,400 in State 9-1-1 Emergency Communication Branch reimbursement (no cost to the City) and \$17,500 in contract services by Facilities Maintenance.	A, B, or C*	\$17,500	\$0	\$0	\$0	\$0	\$54,900
		9-1-1 ECB	\$37,400	\$0	\$0	\$0	\$0	
<b>Total Information Technology Projects</b>			<b>\$54,900</b>	<b>\$42,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$96,900</b>
<b>FACILITIES MAINTENANCE</b>								
1	Hueneme Beach Park Upgrades: Scope of work to be determined.	TBD						\$0
2	Light Bulb Replacement: Replace high-energy HPS lamps with LED warm-white lamps at Bolker Park, Moranda Park, J Street Parking Lot, and Promenade.	TBD						\$0
3	Marine Supply/City/School Re-Roof: Roof replacement of the building currently occupied by the Public Works Department, Hueneme School District, and Marine Supply.	TBD		\$122,400				\$180,000
		Water/SW/WW: 1/3 each		\$57,600				
4	City Hall Electrical Upgrade: Expand emergency power delivery at the Police Department and provide emergency power to the City Hall side of the building, including the Annex where the Server Room is located.	TBD						\$330,000
		TBD			\$330,000			
5	Replace Asphalt Parking Lot at PW Industrial: This project provides for full-depth reconstruction of the asphalt-paved portion of the PW Yard at 746 Industrial Avenue.	TBD		\$40,000				\$40,000
6	Council Chamber HVAC Replacement: Replace heating, ventilation, and air conditioning for the City Council Chamber.	TBD		\$55,000				\$55,000
7	Police Department HVAC Air Balancing and Testing: This project requires the services of a Mechanical Engineer, HVAC contractor, and an Air Balancing and Testing firm.	TBD		\$40,000				\$40,000
8	Annex Building HVAC Duct Replacement: Replace air distribution system at the Annex Building. Services of mechanical engineer, HVAC contractor, and air balancing and testing firm will be required.	TBD		\$25,000				\$25,000
9	Painting of Bubbling Springs Restrooms and Buildings: Interior and exterior painting of both beach restrooms. Exterior painting of park restroom and four Little League buildings.	TBD		\$17,000				\$17,000
10	Community Center Furnace Replacement for Classrooms C and D: Replace furnaces	TBD		\$12,000				\$12,000
11	Pier Pile Strap Plate Replacement: Scope of work to be determined.	TBD		\$25,000				\$25,000
12	Public Works Surfside HVAC Replacement: This project includes mechanical engineering, equipment replacement, duct and air balancing work.	TBD		\$95,000				\$95,000
13	Community Center HVAC Replacement: Current units will reach their useful service life in 2015. Project estimate includes mechanical engineering and roof replacement beneath the units while they are removed.	TBD		\$350,000				\$350,000
14	Community Center Termite Fumigation: Structural Dry-Wood fumigation required to treat infestation at the Community Center.	A, B, or C*	\$25,000					\$25,000
15	Hueneme Beach Picnic Pad Table Replacement: Replacement of cement picnic tables.	TBD				\$15,000		\$15,000

PROJECT TITLE / DESCRIPTION	SOURCE OF FUNDS	2016-17	2017-18	2018-19	2019-20	2020-21	FUNDING TO COMPLETE
16 Hueneme Beach Walkway Lighting Replacement: Replace approximately 25 light poles.	TBD				\$75,000		\$75,000
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
<b>Total Facilities Maintenance Projects</b>		<b>\$25,000</b>	<b>\$879,000</b>	<b>\$330,000</b>	<b>\$175,000</b>	<b>\$0</b>	<b>\$1,409,000</b>

### 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
<b>Total Landscape Maintenance Projects</b>		<b>\$35,000</b>	<b>\$86,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$101,000</b>

### 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
<b>Total Recreation/Community Services Projects</b>		<b>\$196,000</b>	<b>\$417,800</b>	<b>\$180,900</b>	<b>\$178,000</b>	<b>\$50,000</b>	<b>\$1,022,700</b>

### 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	\$380,000	\$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	

PROJECT TITLE / DESCRIPTION	SOURCE OF FUNDS	2016-17	2017-18	2018-19	2019-20	2020-21	FUNDING TO COMPLETE
1 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
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
<b>Total Streets and Engineering Projects</b>		<b>\$1,083,000</b>	<b>\$1,001,500</b>	<b>\$1,107,000</b>	<b>\$1,057,500</b>	<b>\$1,088,000</b>	<b>\$5,337,000</b>

### 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
<b>Total Wastewater Projects</b>		<b>\$803,000</b>	<b>\$70,000</b>	<b>\$70,000</b>	<b>\$70,000</b>	<b>\$70,000</b>	<b>\$1,083,000</b>

### 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 Ponomo: 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
<b>Total Stormwater Projects</b>		<b>\$87,000</b>	<b>\$0</b>	<b>\$581,250</b>	<b>\$581,250</b>	<b>\$0</b>	<b>\$1,249,500</b>

### 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
<b>Total Water Division Projects</b>		<b>\$910,000</b>	<b>\$9,000,000</b>	<b>\$6,000,000</b>	<b>\$4,000,000</b>	<b>\$11,000,000</b>	<b>\$30,910,000</b>

### SOLID WASTE DIVISION

# 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
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

\*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  
PART TIME EMPLOYEES CLASSIFICATION LIST  
FISCAL YEAR 2016-2017**

Effective: July 1, 2016

<u>H.T.E CODE</u>		<u>Minimum</u>	<u>Maximum</u>
H01	Custodian Recreation Attendant Intern Laborer	12.82	16.66
H02	Lifeguard <i>(Junior lifeguard Program: +\$2.50/hr. for program activities)</i>	13.99	18.17
H03	Fiscal Aide Solid Waste Operator	14.44	19.48
H14	PW Administrative Specialist	15.76	20.49
H04	Facilities Maintenance Aide Landscape Maintenance Aide	16.60	21.60
H05	Facilities Maintenance I-PT Housing Maintenance Worker-PT Assistant Head Lifeguard <i>(Junior Lifeguard Program Coordinator : +\$2.50/hr. for program activities)</i>	17.48	22.70
H06	Police Communications Officer Parking Enforcement Officer	18.08	23.51
H07	Park Ranger	18.40	23.93
H08	Police Support Services Technician	19.22	24.96
H10	Fiscal Assistant-Part Time	20.94	27.24
H13	Community Development Specialist	21.86	28.41
H11	Head Lifeguard	22.11	28.74
H12	Building Inspector Information Systems Assistant-PT	22.89	29.77
H15	Administrative Services Coordinator	24.64	32.09
H16	Annuitant* <small><i>(Temporary retiree employment under special circumstances as regulated under PEPRAs and CA Govt. Code requirements)</i></small>	13.86	94.20
<b>Living Wage Ordinance: 662</b>		<b><u>LOW</u></b> 10.35	<b><u>HIGH</u></b> 12.90

Period: FY 2016-2017

Effective Date: July 1, 2017

Council Approval Date: July 1, 2017 (Budget Approval)

Page: 1 of 1

Parttime Employees Classification16.17.xlsx

**CITY OF PORT HUENEME  
SALARY SCHEDULE FOR EXECUTIVE MANAGEMENT EMPLOYEES  
FISCAL YEAR 2016-2017**

Classification Title	Class Code	Range	Low Salary	Mid Point Salary	High Salary
Chief of Police	01128	EX18	\$60,477	\$120,051	\$180,077
Community Development and Housing Director	01123	EX17	\$56,299	\$112,598	\$169,197
Deputy City Manager	01157	EX17	\$56,299	\$112,598	\$169,197
Finance Director	01125	EX17	\$56,299	\$112,598	\$169,197
Public Works Director	01126	EX18	\$60,477	\$120,051	\$180,077

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

Executive Management Employees

**CITY OF PORT HUENEME  
SALARY SCHEDULE FOR MANAGEMENT AND PROFESSIONAL EMPLOYEES  
FISCAL YEAR 2016-2017**

Classification Title	Class Code	Range	Low Salary	Mid Point Salary	High Salary
Accountant	01103	MP09	\$27,130 \$4,703	\$31,200 \$5,408	\$35,290 \$6,117
Accounting & Revenue Manager	01140	MP12	\$37,702 \$6,535 \$78,420	\$43,356 \$7,515 \$90,180	\$48,992 \$8,492 \$101,904
Deputy CD and Housing Director	01121	MP14	\$45,120 \$7,821 \$93,852	\$51,890 \$8,994 \$107,928	\$58,660 \$10,168 \$122,016
Deputy Public Works Director/City Engineer	01119	MP15	\$48,840 \$8,466 \$101,592	\$56,160 \$9,735 \$116,820	\$63,500 \$11,007 \$132,084
Budget & Finance Manager	01150	MP12	\$37,700 \$6,535 \$78,420	\$43,360 \$7,515 \$90,180	\$48,990 \$8,492 \$101,904
Building Official	01106	MP12	\$37,700 \$6,535 \$78,420	\$43,360 \$7,515 \$90,180	\$48,990 \$8,492 \$101,904

Period: FY 2016-2017

Effective Date: July 1, 2016

Council Approval Date: July 1, 2016 (Budget Approval)

Management & Professional

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

Effective: July 1, 2016

<u>Grade</u>	<u>Minimum</u>	<u>Midpoint</u>	<u>Maximum</u>	<u>H.T.E. #</u>	<u>Title</u>
1	\$28,829	\$33,153	\$37,461	03101	Laborer
	\$2,402	\$2,763	\$3,122	03151	Clerical Aide
	\$13.86	\$15.94	\$18.01		
2	\$31,470	\$36,191	\$40,914	03102	Landscape Maintenance I
	\$2,623	\$3,016	\$3,410	03155	Solid Waste Equipment Operator I
	\$15.13	\$17.40	\$19.67	03160	Maintenance Worker I
3	\$34,112	\$39,229	\$44,366	03103	Administrative Specialist I
	\$2,843	\$3,269	\$3,697	03104	Fiscal Aide - Customer Service
	\$16.40	\$18.86	\$21.33	03105	Streets Maintenance Worker I
				03141	Engineering Aide
4	\$36,774	\$42,290	\$47,798	03106	Administrative Specialist II
	\$3,065	\$3,524	\$3,983	03107	Community Development Assistant
	\$17.68	\$20.33	\$22.98	03108	Housing Customer Service Assistant
				03109	Housing and Facilities Services Assistant
				03110	Solid Waste Equipment Operator II
5	\$39,416	\$45,328	\$51,230	03111	Administrative Specialist III
	\$3,285	\$3,777	\$4,269	03112	Community Development Technician
	\$18.95	\$21.79	\$24.63	03113	Facilities Maintenance Worker I
				03114	Landscape Maintenance Worker II
				03115	Streets Maintenance Worker II
				03116	Wastewater Maintenance Worker I
				03117	Water Utility Operator I Housing Maintenance Worker I
6	\$42,078	\$48,391	\$55,390	03118	Facilities Maintenance Technician
	\$3,507	\$4,033	\$4,616	03119	Recreation & Community Serv. Specialist
	\$20.23	\$23.26	\$26.63	3138	Mechanic I
				03120	Facilities Maintenance Worker II
				03121	Wastewater Maintenance Worker II
				03122	Water Utility Operator II
				03147	Water Resource Inspector I
				03150	Parking Enforcement Officer
7	\$44,762	\$51,476	\$58,157	03123	Fiscal Assistant
	\$3,730	\$4,290	\$4,846	03124	Electrical/Mechanical Technician
	\$21.52	\$24.74	\$27.96	03125	Code Compliance Officer
8	\$48,734	\$56,044	\$63,336	03126	Community Development Specialist
	\$4,061	\$4,670	\$5,278		Engineering Assistant
	\$23.43	\$26.94	\$30.45	03128	Landscape Maintenance Worker, Lead
				03129	Mechanic II
			03130	Streets Maintenance Worker, Lead	

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

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

Effective: July 1, 2016

	<u>Midpoint</u>	<u>Maximum</u>	<u>H.T.E. #</u>	<u>Title</u>
8	\$48,734	\$56,044	\$63,336	03133 Solid Waste Operator, Lead
	\$4,061	\$4,670	\$5,278	03145 Construction Inspector I
	\$23.43	\$26.94	\$30.45	03148 Water Resource Inspector II
9	\$54,038	\$62,144	\$70,242	03131 Facilities Maintenance Worker, Lead
	\$4,503	\$5,179	\$5,854	03132 Housing Programs Manager Lead
	\$25.98	\$29.88	\$33.77	03133 Solid Waste Operations Coordinator
				03134 Wastewater Maintenance Worker, Lead
9				03144 Water Utility Operator, Lead
				03146 Construction Inspector II
10	\$60,694	\$69,798	\$78,894	03135 Electrical Instrumentation Technician
	\$5,058	\$5,817	\$6,575	03138 Engineering Associate
	\$29.18	\$33.56	\$37.93	
12	\$76,606	\$88,097	\$99,590	03153 Elec Instrumentation Tech/MIS Administrator
	\$6,384	\$7,341	\$8,299	
	\$36.83	\$42.35	\$47.88	

<b>Living Wage Ordinance 662:</b>	<u>Minimum</u>	<u>Maximum</u>
	\$ 10.35	\$ 12.90

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

**CITY OF PORT HUENEME**  
**POLICE OFFICERS ASSOCIATION CLASSIFICATION LIST**  
**FY 2016-2017**

Effective July 1, 2016

<u>Grade</u>	<u>Minimum</u>	<u>Mid-Point</u>	<u>Maximum</u>	<u>Job Code</u>	<u>H.T.E.</u>	<u>Title</u>
P2	\$40,474 \$3,373 \$19.46	\$46,545 \$3,879 \$22.38	\$52,609 \$4,384 \$25.29	9	<b>02101</b>	Police Records Technician
P4	\$46,681 \$3,890 \$22.44	\$53,684 \$4,474 \$25.81	\$60,656 \$5,055 \$29.16	7	<b>02102</b>	Police Communications Officer Senior Police Records Technician
P5	\$49,732 \$4,144 \$23.91	\$57,192 \$4,766 \$27.50	\$64,658 \$5,388 \$31.09			
P6	\$52,826 \$4,402 \$25.40	\$60,750 \$5,062 \$29.21	\$68,682 \$5,723 \$33.02	8	<b>02104</b>	Crime Prevention Officer Specialist
P7	\$55,919 \$4,660 \$26.88	\$64,306 \$5,359 \$30.92	\$72,705 \$6,059 \$34.95	10 6	<b>02105</b> <b>02103</b>	Property and Evidence Supervisor Senior Police Communications Officer
P8	\$59,012 \$4,918 \$28.37	\$67,863 \$5,655 \$32.63	\$76,707 \$6,392 \$36.88			
P11	\$68,293 \$5,691 \$32.83	\$78,537 \$6,545 \$37.76	\$88,799 \$7,400 \$42.69	4	<b>02107</b>	Police Officer
P13	\$74,458 \$6,205 \$35.80	\$85,626 \$7,136 \$41.17	\$96,825 \$8,069 \$46.55	3	<b>02108</b>	Senior Police Officer
P17	\$93,234 \$7,769 \$44.82	\$107,219 \$8,935 \$51.55	\$121,226 \$10,102 \$58.28	2	<b>02109</b>	Police Sergeant

Period: FY 2016-2017

Effective Date: July 1, 2016

Council Approval Date: July 1, 2016 (Budget Approval)

PoliceClassifs 16-17.xls