

City of Oxnard, California

**ADOPTED BUDGET**  
**FY 2014-2015**

**CITY COUNCIL**

TIM FLYNN  
Mayor

CARMEN RAMIREZ  
Mayor Pro Tem

BRYAN A. MacDONALD  
Councilman

DORINA PADILLA  
Councilmember

BERT PERELLO  
Councilmember

---

FY 2014-2015 BUDGET TEAM

**Greg Nyhoff, City Manager**

Karen Burnham, Assistant City Manager  
Grace Magistrale Hoffman, Deputy City Manager  
Martin Erickson, Deputy City Manager  
James Cameron, Chief Financial Officer  
Beth Vo, Budget Manager  
Michael More, Financial Resources Manager  
Tanya Williams, Financial Analyst II



# **BUDGET MESSAGE**



**CITY MANAGER'S OFFICE**

300 West Third Street  
Oxnard, CA 93030  
(805) 385-7430  
Fax (805) 385-7595  
www.ci.oxnard.ca.us



June 24, 2014

**TO:** Mayor and City Councilmembers  
Housing Authority Commissioners

**FROM:** Greg Nyhoff, City Manager

**SUBJECT:** *Fiscal Year 2014-15 Adopted Budget*

The Budget Team and associated City staff are pleased to submit the Fiscal Year (FY) 2014-15 Adopted Budget. The adopted budget is an update to the second year of the two-year budget approved by the City Council for FYs 2013-14 and 2014-15. This budget includes the cost of implementing the Federal Affordable Care Act (ACA) and previously approved labor agreements. While this budget is in balance for governmental type funds, including the General Fund, there are funding issues that require Council direction regarding the Performing Arts and Convention Center and the Golf Course enterprise funds.

The FY 2014-15 budget is adopted at \$358.3 million, a decrease of \$6.5 million from the FY 2013-14 budget. The adopted budget consists of:

General Funds	\$ 113,105,159
Measure O ½ Cent Sales Tax	7,079,923
Special Revenue Funds	28,474,869
Other Governmental Funds	13,723,177
Enterprise Funds	104,616,857
Housing Authority	25,229,833
Internal Service Funds	27,403,747
Capital Improvements	3,995,000
Debt Service	34,638,427
<b>Total Adopted Budget</b>	<b><u>\$ 358,266,992</u></b>

*Fiscal Year 2014-15 Adopted Budget*

June 24, 2014

The adopted budget is a decrease of \$67.8 million from the originally approved FY 2014-15 budget primarily due to the rescheduling of Capital Improvements.

The adopted budget does not include the budget for the Successor Agency to the Community Development Commission (CDCSA) as those amounts are approved by the California Department of Finance (DOF) in six-month Recognized Obligation Payment Schedules (ROPS). While the ROPS for the period of July to December 2014 has been approved by the DOF, the ROPS for the period of January 2015 to June 2015 has not yet been prepared for approval by the DOF.

The adopted budget is based on several primary drivers. Revenues are projected based on economic trends while expenditures are primarily based on salary and benefit adjustments. General Fund revenues are anticipated to grow compared to the current year based on moderate economic growth including improving employment and housing trends. Enterprise revenues are based on current rates as approved by Council. The need for future enterprise rate increases will be reviewed during FY 2014-15 to meet requirements for replacement of aging infrastructure, primarily in Wastewater.

In FY 2009-10, the Council approved Memoranda of Understanding (MOUs) for various employee groups covering two prior years and three future years for a combined five-year period. While the same salary adjustments of 0% in FYs 2009-10 and 2010-11, and increases of 2% effective January 2012, 3% January 2013, and 3% January 2014 were offered to all represented employee groups, only Police, Fire, and IUOE accepted. In addition to the annual increases, the employees in these groups receive 5% increases, which have been included in the adopted budget. SEIU did not accept the agreement; however, Council approved a 1.5% agreement in FY 2012-13 and subsequently approved a step plan consisting of 10 steps with 5% increases beginning in FY 2014-15. Confidential employees were also approved for a step plan consisting of 12 steps with 5% increases. Mid-managers have not received increases since 2008; however they have organized as the Oxnard Mid-managers Association (OMMA) and are currently in negotiations. Upper management employees, except those covered by separate employment contract, have not received increases since 2008 and are in the process of organizing in order to enter into negotiations. The cost of the current MOUs as well as changes to CalPERS pension contribution rates and ACA in FY 2014-15 are as follows (\$ millions):

	General	
	<u>Fund</u>	<u>Total</u>
MOU	\$1.9	\$2.8
PERS	\$0.2	\$1.5
ACA	\$0.8	\$1.3

The amounts for the MOUs include the impact of the prior mid-year adjustment (January 2014) and the cost of step increases.

As previously stated, the adopted budget continues the balancing strategies of recent years. This includes management of vacant positions based on an updated analysis of those positions and reflects the lag time in filling positions. This is particularly true in the case of Police where recruiting and training qualified officers is both challenging and time-consuming. Even recruitment of non-public safety positions has been difficult, especially attracting candidates with the skills needed to effectively serve the City. A list of vacant positions incorporated in the budget recommendations can be found in Attachment A.

### **Budget Development**

Based on prior communications with City Council, staff targeted June 17, 2014, for budget adoption. Council received a presentation on projected revenues for FY 2014-15 on April 22, 2014, and the recommended budget was presented on May 20, 2014. In addition, the following public notices were made and study session and budget hearings were held:

May 20	Recommended Budget Document Presented
<i>May 29</i>	<i>Published Notice of Public Hearing</i>
<i>June 2</i>	<i>Published Appropriations Limit</i>
June 3	Budget Study Session
June 10	Budget Hearing
June 17	Budget Adoption Discussion
June 24	Budget Adoption

### **General Fund**

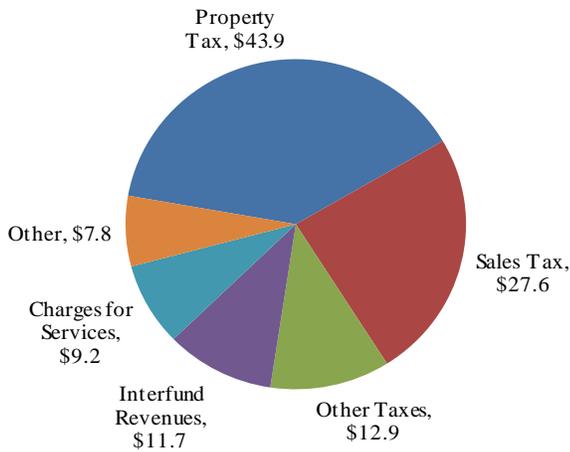
The adopted FY 2014-15 general fund budget of \$113.1 million represents an increase of \$4.7 million or 4% from the FY 2013-14 adopted budget. The FY 2014-15 budget includes the full-year impact of approved salary increases effective January 2014 for a \$1 million increase as well as step increases of approximately \$0.9 million. As indicated in the table above, PERS and ACA added \$1 million. Finally, the debt service for the Service Center, which houses Development Services, City Treasurer, Fire and the CDCSA, is included in the recommendations as a rental charge to those departments at a cost of \$1.7 million.

The increase in revenues reflects an economy improving at a modest pace. Tax revenues are projected \$3.1 million or 4% higher than the FY 2013-14 adopted budget. Property and Sales taxes are projected to increase \$1.6 million and \$0.9 million respectively, with other taxes increasing \$0.6 million. The remaining increase in General Fund revenues is primarily the result of development-related permits and service charges.

The following charts summarize the revenues and expenditures adopted for FY 2014-15.

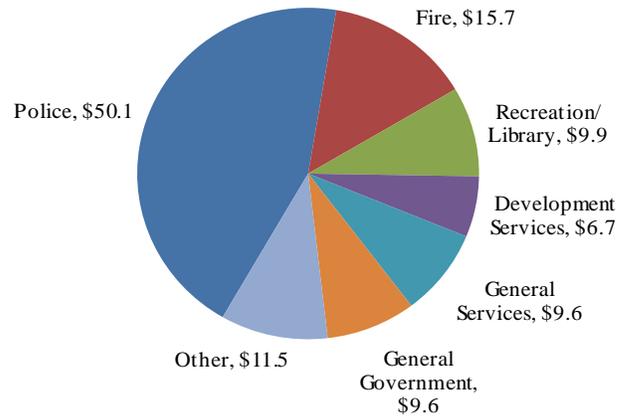
**General Fund Revenues**

(\$ millions)



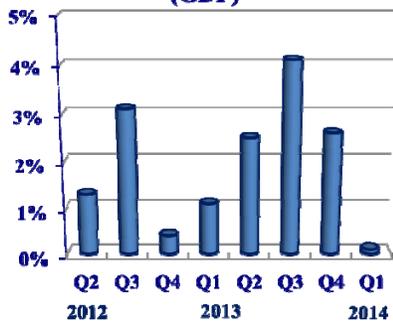
**General Fund Appropriations**

(\$ millions)



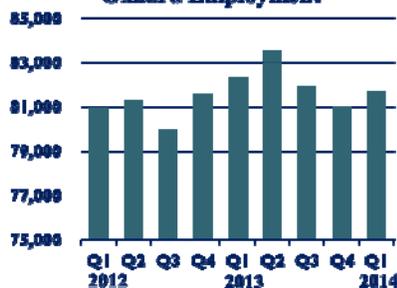
**Economic Trends and Revenue Impact**

**Gross Domestic Product (GDP)**



As noted previously, the economy continues to impact the budget. Even though National GDP measures have recovered from a negative 6.4% in the first quarter of 2009, it has averaged under 2% over the last eight quarters, with significant variation. The preliminary reading for the first quarter 2014 was only 0.1%; however, calendar year 2014 growth is generally predicted to be 2.6%, increasing 3.5% in 2015 by the Organization for Economic Cooperation and Development (OECD).

**Oxnard Employment**



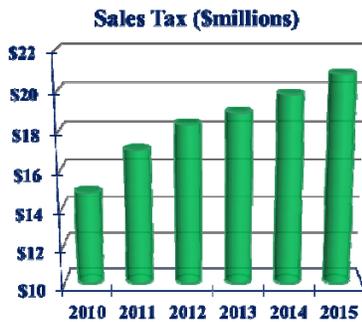
Although the unemployment rate has declined significantly from its peak of more than 15%, it has stagnated over the past year at around 10%.

The chart to the left depicts employment in Oxnard to show an alternative view. While generally trending up, employment growth has been inconsistent even when taking into consideration seasonal variances. Employment is an important measure for predicting sales tax revenues.

Like many cities, Oxnard experienced significant revenue reductions due to the recession in FYs 2008-09 and 2009-10. Recent economic growth, while not strong, has resulted in just over 2% General Fund revenue growth between FYs 2010-11 and 2013-14 on average, after adjusting for one-time items. Revenue growth is projected to increase 4% for FY 2014-15.



The growth in property taxes is projected to continue improving in the coming year consistent with the assessed valuation trend as shown in the chart to the left. Assessed valuations grew 2.7% for FY 2013-14. In addition, home prices were 17% higher in the 1<sup>st</sup> quarter of 2014 compared to the prior year.



Sales tax revenues are projected to continue to grow moderately in FY 2014-15 at 5% which is in line with the average growth rate over the last three years. The chart to the left shows consistent growth in the base sales tax excluding the triple flip.

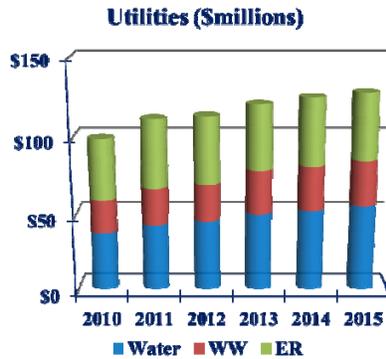
### **General Fund Operating Reserve**

The operating reserve policy states that the “City Council will endeavor to maintain an operating reserve equal to 18 percent of the General Fund Operating Budget. The operating reserve shall be to: cover cash flow requirements; meet unanticipated revenue shortfalls; take advantage of unexpected opportunities; invest in projects with a rapid payback; ensure against physical or natural disasters; and provide interest earnings.” Based on the adopted budget for FY 2014-15 of \$113.1 million, an 18 percent operating reserve would be in excess of \$20 million. At the end of FY 2012-13, the General Fund Operating Reserve was just over \$11 million, which was 10% of operating expenses.

### **Enterprise Funds**

City Council has consistently adjusted enterprise fund rates to meet anticipated financial needs of the Water, Wastewater, and Environmental Resources (ER) utilities. Mid-year rate adjustments during FY 2012-13 resulted in higher revenues in FY 2013-14 which reflects the full-year impact of those adjustments. In addition, the third of three rate increases in Wastewater beginning in October 2013 result in an overall increase in FY 2014-15 for that fund. Increases in Water and ER are based on trends apart from rate adjustments. While the transfer of the ER recycling facility to City operation is anticipated to reduce operating costs, it is difficult to project revenues

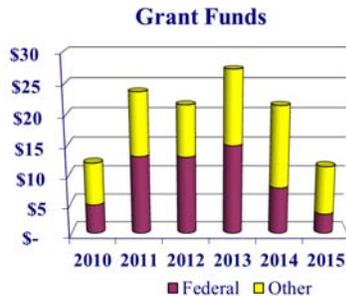
with the limited data available. Enterprise funds have been subjected to the same rigorous cost-cutting measures as other operating funds, in order to hold down costs.



Utilities are capital intensive activities that require a long-term approach to improving and maintaining infrastructure. In the case of water and wastewater, treatment facilities and pipelines must be maintained or upgraded. ER vehicles and equipment must be replaced to avoid increasingly expensive maintenance and to take advantage of alternative fuels to reduce costs.

Every year, rates must be evaluated in terms of debt coverage requirements in existing bond covenants as well as meeting ongoing operating costs. Taking a long-term approach, rates are designed to avoid significant variations in future rate adjustments.

### Federal and State Funds



Federal and non-federal grant funding fluctuate from year to year depending on available funding and programming needs that are eligible for Federal, State, and other agency grants. During the fiscal year, grants may be awarded to the City, which may not be reflected in the adopted budgets. Beginning in FY 2010-11, the City was awarded both Federal and State Transportation Grants as well as a Bureau of Reclamation grant for the GREAT program.

### Internal Service Funds

The City uses several internal service funds (ISFs) to provide services between departments. In conformance with accounting standards, the City strives to maintain internal fees at levels adequate to meet annual costs without creating excess cash balances. Over the last several years, these fees have been adjusted to reflect the cost structures of the ISFs and excess cash balances returned to major funds based on the original contributions. Cash balances at the end of FY 2012-13 were as follows:

Public Liability Fund	\$4.3 million
Workers' Compensation Fund	\$8.6 million
Information Systems Fund	\$2.1 million
Utility Customer Service	\$0.4 million
Facilities and Fleet	\$0.4 million

These balances are adequate to cover current and anticipated claims in the case of Public Liability and Workers' Compensation funds.

### Capital Improvement Program

City Council approved a Five-year Capital Improvement Program (CIP) during the budget adoption process last year. The original CIP for FY 2014-15 primarily consisted of Water and Wastewater projects that would have been funded with new bond issuances. The schedule for the majority of these projects has slipped to FY 2015-16 to allow time for completion of master plans and other operational studies of the Wastewater Treatment Plant. For example some projects originally anticipated in the original CIP such as reconstruction of the bio-towers at the wastewater treatment plant will likely be replaced with alternative improvements at a lower cost. In addition, regulatory issues regarding the recycled water have delayed planned improvements to that system. While the FY 2014-15 CIP has been reduced to \$4 million, it is anticipated that a significant part of the FY 2013-14 budget of \$81.5 million will be carried over into FY 2014-15.

### Measure O ½ Cent Sales Tax

In November of 2008, the community approved the Measure O ½ cent sales tax. Through community surveys and discussions with the City Council, various priority areas have been identified, including the City’s approved priorities for clean, safe, prosperous, and attractive neighborhoods. Similar priorities were identified in several surveys. Since the collection of the Measure O sales tax began in April of 2009, \$54 million has been collected. The City Council has appropriated \$57 million, of which \$39 million has been expended or is under contract through the first five years of the Measure O program.



While most of the early appropriations supported parks and recreational facilities as well as road repair and traffic mitigation efforts, expenditures for Police and Fire will grow in the future as most programs have ongoing costs, such as the lease of the new Fire Station 8.

The adopted budget for FY 2014-15 includes \$7.1 million of new funding for ongoing costs of approved programs. These programs are listed in Attachment B.

**Conclusion**

The FY 2014-15 Adopted Budget provides a financial plan for the City for the coming year. This budget sets forth a plan in which community services are the highest priority and ensures that the City provides effective leadership in achieving the City Council's goals, objectives, and top priorities. Because economic growth continues to lag and with the additional cost of approved employee MOUs, the City has not been able to add back difficult reductions made in prior years. The Adopted Budget has been prepared through the efforts of employees throughout the City.

  
\_\_\_\_\_  
Greg Nyhoff  
City Manager

## ATTACHMENT A

### Fiscal Year 2014-15 Vacancy Management

	Number of Full-Time Equivalents
<b>General Fund</b>	
<b>Community Development Commission (CDC)</b>	
REDEVELOPMENT PROJECT MANAGER	1
<b>CDC Total</b>	<b>1</b>
<b>City Attorney</b>	
ASSISTANT CITY ATTORNEY	1
<b>City Attorney Total</b>	<b>1</b>
<b>City Clerk</b>	
ASSISTANT CITY CLERK	1
<b>City Clerk Total</b>	<b>1</b>
<b>City Manager</b>	
EXECUTIVE ASSISTANT I	1
LEGISLATIVE AFFAIRS MANAGER	1
MANAGEMENT ANALYST III	1
NEIGHBORHOOD SVC'S COORDINATOR	1
<b>City Manager Total</b>	<b>4</b>
<b>City Treasurer</b>	
CODE COMPLIANCE INSPECTOR II	1
ACCOUNT CLERK II *	1
<b>City Treasurer Total</b>	<b>2</b>
<b>Development Services</b>	
BUILDING INSPECTOR II	1
CIVIL ENGINEER	1
DEVELOPMENT SVCS MANAGER	1
OFFICE ASSISTANT II	4
PLAN CHECK ENGINEER	1
ASSOCIATE PLANNER *	1
PLAN & ENV SRVCS MANAGER *	1
<b>Development Services Total</b>	<b>10</b>
<b>Finance</b>	
ACCOUNT CLERK I	0.5
CUSTOMER SERVICE REP II	1
ACCOUNTING MANAGER *	1
<b>Finance Total</b>	<b>2.5</b>

*Fiscal Year 2014-15 Adopted Budget*  
 June 24, 2014

<b>General Services</b>	
GROUNDWORKER I	2
SR GROUNDWORKER	2
SR TREE TRIMMER	1
TREE TRIMMER I	2
TREE TRIMMER II	1
GROUNDWORKER II *	1
<b>General Services Total</b>	<b>9</b>
<b>Human Resources</b>	
EMPLOYEE RELATIONS COORDINATOR	1
ADMINISTRATIVE TECHNICIAN (C) *	0.5
HUMAN RESOURCES MANAGER *	1
<b>Human Resources Total</b>	<b>2.5</b>
<b>Library</b>	
LIBRARIAN I	2
LIBRARIAN III	1
LIBRARY AIDE I	0.5
LIBRARY AIDE II	0.5
LIBRARY SERVICES SUPERVISOR	1
OFFICE ASSISTANT I	1
SYSTEMS ANALYST III	1
LIBRARY AIDE I *	1
LIBRARIAN I *	1
<b>Library Total</b>	<b>9</b>
<b>Police</b>	
ASSISTANT POLICE CHIEF	1
COMMUNITY SERVICE OFFICER	1
CROSSING GUARD	2.5
DATA ENTRY OPERATOR I	1
DATA ENTRY OPERATOR II	0.5
POLICE WORD PROCESSOR II	0.5
PROGRAMMER ANALYST	1
SR CODE COMPLIANCE INSPECTOR	1
<b>Police Total</b>	<b>8.5</b>
<b>Public Works</b>	
STREET MAINT WKR I	1
<b>Public Works Total</b>	<b>1</b>

*Fiscal Year 2014-15 Adopted Budget*  
June 24, 2014

<b>Recreation</b>	
ADMINISTRATIVE TECHNICIAN	1
LEISURE AND RECREATION SUPT	1
MANAGEMENT ANALYST I	1
RECREATION SUPERVISOR	1
RECREATION/HUMAN SERV COORD	0.5
RECREATION/HUMAN SERV LDR III	1.75
RECREATION SUPERVISOR *	1
<b>Recreation Total</b>	<b>7.25</b>
<b>General Fund Total</b>	<b>58.75</b>

\* Vacancy for 8 months

## ATTACHMENT B

### Fiscal Year 2014-15 Measure O Appropriations Summary

#### **Parks & Open Space**

College Park Operational	600,000	
Comm Center Snack Bar	5,000	
Del Sol Track	5,000	
Durley Park Annual Operational	5,000	
<b>Total adopted Parks &amp; Open Space</b>	<u>615,000</u>	<u>615,000</u>

#### **Public Safety & Gang Prevention / Intervention**

City Corps Townkeeper	550,000	
Enhanced Community Policing - Ongoing	2,596,741	
Fire Engine Replacement	169,182	
Police CAD/RMS	800,000	
Fire Station 8	100,000	
<b>Total adopted Public Safety &amp; Gang Prevention / Intervention</b>	<u>4,215,923</u>	<u>4,215,923</u>

#### **Recreation & Youth Programming**

Community Based Organization Contributions	150,000	
Day at the Park - Special Needs	12,000	
Homework Center at Main Library	30,000	
Library - WiFi	2,000	
Mobile Activity Center Services	30,000	
PAL	200,000	
Preschool To You Enhancement	135,000	
Senior Nutrition Program Enhancement	40,000	
<b>Total adopted Public Safety &amp; Gang Prevention / Intervention</b>	<u>599,000</u>	<u>599,000</u>

#### **Traffic & Road Improvement**

Alley & Roadway Repair	500,000	
ITS (annual software maint)	100,000	
Parking Lot / Alley Maint.	1,000,000	
<b>Total adopted Traffic &amp; Road Improvement</b>	<u>1,600,000</u>	<u>1,600,000</u>

#### **Other Community Improvements**

Spanish Language Interpretation	50,000	
	<u>50,000</u>	<u>50,000</u>

<b>FY 2014-15 Measure O Adopted Budget</b>	<u><u>7,079,923</u></u>
--	-------------------------

# TABLE OF CONTENTS

## PAGE

<b>BUDGET MESSAGE</b> .....	i
<b>SUMMARY INFORMATION</b>	
Summary of All Funds Expenditures .....	1
General Fund Expenditures .....	2
Other Funds Expenditures .....	3
General Fund Revenues and Sources .....	5
Special Revenue Funds Revenues and Sources.....	7
Enterprise Funds Revenues and Sources .....	10
Internal Service Funds Revenues and Sources .....	11
Comparative Personnel Summary (All Funds).....	12
City Organizational Structure .....	14
Debt Service Summary .....	15
Indirect Cost Determination .....	16
<b>RESOLUTIONS</b>	
Approving FY 2014-2015 City Operating and Capital Budgets .....	19
Authorizing Employee Positions .....	24
Authorizing Classification and Salary Schedules.....	37
Establishing Appropriation Limit .....	42
Approving Housing Authority Budget .....	44
Establishing Financial Management Policies .....	45
<b>CAPITAL IMPROVEMENT PROJECT PLAN</b>	
Capital Improvement Budget.....	55



# **SUMMARY INFORMATION**



## SUMMARY OF ALL FUNDS EXPENDITURES

	<u>2012-2013</u> <u>Actual</u>	<u>2013-2014</u> <u>Adopted</u>	<u>2013-2014</u> <u>Revised</u>	<u>2014-2015</u> <u>Original</u>	<u>2014-2015</u> <u>Adopted</u>
<b><u>Governmental Funds</u></b>					
City Attorney	\$ 1,321,386	\$ 1,383,341	\$ 1,383,341	\$ 1,383,341	\$ 1,504,794
City Clerk	586,305	377,390	379,590	422,190	427,814
City Council	336,910	343,773	343,773	343,773	351,397
City Manager	1,446,103	1,530,392	1,545,392	1,530,392	1,495,172
Public Information	667,456	626,125	611,125	626,125	666,730
City Treasurer	1,189,012	1,188,087	1,188,087	1,188,087	1,300,082
Community Development					
Commission (CDC)	1,217,799	1,242,939	1,242,939	1,242,939	1,456,269
Development Services	7,225,537	7,470,107	7,477,657	7,502,716	8,891,635
Finance	3,154,579	3,135,768	3,135,768	3,135,768	3,106,223
Fire	22,228,759	20,929,413	21,152,049	20,929,413	21,740,572
General Services	8,711,015	9,037,209	9,037,209	9,037,209	9,563,186
Human Resources	1,150,120	1,008,605	1,008,605	1,008,605	894,844
Housing	7,159,722	2,203,123	7,974,787	2,203,123	2,525,980
Library	4,352,066	4,275,459	4,343,029	4,275,459	4,359,651
Police	62,239,084	62,372,878	65,358,374	62,372,878	62,800,641
Public Works	5,888,482	5,422,949	5,441,482	5,422,949	5,924,943
Recreation and Community					
Services	7,741,695	5,594,948	8,013,876	5,594,948	5,837,690
Non-Departmental (less Capital and Debt)	<u>2,414,007</u>	<u>3,392,061</u>	<u>3,389,861</u>	<u>6,378,261</u>	<u>4,192,061</u>
Subtotal	\$ 139,030,037	\$ 131,534,567	\$ 143,026,944	\$ 134,598,176	\$ 137,039,684
<b><u>Districts and Other</u></b>					
<b><u>Governmental Funds</u></b>					
Landscape Maintenance Districts	2,364,049	2,543,087	3,475,078	2,543,087	2,665,340
Maintenance Community					
Facilities Districts	5,837,056	6,309,399	6,644,399	6,366,153	6,323,893
Bonded Assessment Districts	36,085,117	5,313,255	5,313,958	5,313,255	4,733,944
Art in Public Places Trust Fund	<u>196,129</u>	<u>-</u>	<u>195,000</u>	<u>-</u>	<u>-</u>
Subtotal	\$ 44,482,351	\$ 14,165,741	\$ 15,628,435	\$ 14,222,495	\$ 13,723,177
<b>Measure O</b>	13,468,536	6,416,642	23,554,431	6,416,642	7,079,923
<b>Enterprise Funds</b>	101,980,865	97,235,326	99,646,221	97,363,082	104,616,857
<b>Internal Service Funds</b>	30,053,461	26,310,703	26,481,598	26,310,703	27,403,747
<b>Housing Authority (Non-City)</b>	26,546,759	24,328,439	24,328,439	24,328,439	25,229,833
<b>Capital Improvements</b>	33,306,116	26,032,159	81,463,452	84,124,800	3,995,000
<b>Debt Services</b>	<u>29,202,020</u>	<u>38,712,417</u>	<u>38,712,417</u>	<u>38,712,417</u>	<u>39,178,771</u>
<b>Total All Funds</b>	<b><u>\$ 418,070,145</u></b>	<b><u>\$ 364,735,994</u></b>	<b><u>\$ 452,841,937</u></b>	<b><u>\$ 426,076,754</u></b>	<b><u>\$ 358,266,992</u></b>

## GENERAL FUND EXPENDITURES

	<u>2012-2013</u> Actual	<u>2013-2014</u> Adopted	<u>2013-2014</u> Revised	<u>2014-2015</u> Original	<u>2014-2015</u> Adopted
<b><u>Departmental Funds</u></b>					
City Attorney	\$ 1,321,386	\$ 1,383,341	\$ 1,383,341	\$ 1,383,341	\$ 1,504,794
City Clerk	586,305	377,390	379,590	422,190	427,814
City Council	336,910	343,773	343,773	343,773	351,397
City Manager	1,280,531	1,362,392	1,377,392	1,362,392	1,325,707
Public Information	667,456	626,125	611,125	626,125	666,730
City Treasurer	1,189,012	1,188,087	1,188,087	1,188,087	1,300,082
Community Development	1,148,940	1,242,939	1,242,939	1,242,939	1,456,269
Development Services	5,215,280	5,408,799	5,408,799	5,408,799	6,681,225
Finance	3,154,579	3,135,768	3,135,768	3,135,768	3,106,223
Fire	15,933,492	15,126,236	15,201,236	15,126,236	15,699,560
General Services	8,711,015	9,037,209	9,037,209	9,037,209	9,563,186
Housing	183,797	193,492	193,492	193,492	198,391
Human Resources	1,150,120	1,008,605	1,008,605	1,008,605	894,844
Library	4,322,540	4,275,459	4,275,459	4,275,459	4,359,651
Police	48,759,188	49,612,059	49,612,059	49,612,059	50,157,632
Public Works	1,974,510	970,074	970,074	970,074	1,134,937
Recreation and Community Services	5,113,924	5,207,622	5,207,622	5,207,622	5,544,312
Subtotal	\$ 101,048,985	\$ 100,499,370	\$ 100,576,570	\$ 100,544,170	\$ 104,372,754
<b><u>Non-Departmental</u></b>					
General Non-Departmental	\$ 578,928	\$ 1,182,214	\$ 1,180,014	\$ 1,182,214	\$ 1,182,214
Gang Prevention	87,495	150,000	150,000	150,000	150,000
Reserves & Transfers (a)	1,205,160	1,655,160	1,655,160	4,641,360	2,455,160
General Debt Service (a)	4,190,435	4,554,569	4,554,569	4,554,569	4,540,344
Contribution to Carnegie Museum	404,687	404,687	404,687	404,687	404,687
Subtotal	\$ 6,466,705	\$ 7,946,630	\$ 7,944,430	\$ 10,932,830	\$ 8,732,405
<b>Capital Improvements</b>	<u>(73,684)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total General Fund</b>	<b><u>\$ 107,442,006</u></b>	<b><u>\$ 108,446,000</u></b>	<b><u>\$ 108,521,000</u></b>	<b><u>\$ 111,477,000</u></b>	<b><u>\$ 113,105,159</u></b>

(a) Debt Services Transfer is reclassified from Reserves - Transfers to General Debt Service

## OTHER FUNDS EXPENDITURES

	<u>2012-2013</u> <u>Actual</u>	<u>2013-2014</u> <u>Adopted</u>	<u>2013-2014</u> <u>Revised</u>	<u>2014-2015</u> <u>Original</u>	<u>2014-2015</u> <u>Adopted</u>
<b><u>Special Revenue Funds</u></b>					
City Manager	\$ 165,572	\$ 168,000	\$ 168,000	\$ 168,000	\$ 169,465
Development Services	2,010,257	2,061,308	2,068,858	2,093,917	2,210,410
Finance	-	-	-	-	-
Fire	6,295,267	5,803,177	5,950,813	5,803,177	6,041,012
Housing	6,975,925	2,009,631	7,781,295	2,009,631	2,327,589
Library	29,526	-	67,570	-	-
Police	13,479,896	12,760,819	15,746,315	12,760,819	12,643,009
Public Works	3,913,972	4,452,875	4,471,408	4,452,875	4,790,006
Recreation and Community Services (a)	2,627,771	387,326	2,806,254	387,326	293,378
Non-Departmental (less Capital and Debt)	137,737	-	-	-	-
Subtotal	<u>\$ 35,635,923</u>	<u>\$ 27,643,136</u>	<u>\$ 39,060,513</u>	<u>\$ 27,675,745</u>	<u>\$ 28,474,869</u>
<b><u>Other Governmental Funds</u></b>					
Community Development					
Commission (CDC) (b)	68,859	-	-	-	-
Landscape Maintenance Districts	2,364,049	2,543,087	3,475,078	2,543,087	2,665,340
Maintenance Community Facilities Districts	5,837,056	6,309,399	6,644,399	6,366,153	6,323,893
Bonded Assessment Districts	36,085,117	5,313,255	5,313,958	5,313,255	4,733,944
Art in Public Places Trust Fund	196,129	-	195,000	-	-
Subtotal	<u>\$ 44,551,210</u>	<u>\$ 14,165,741</u>	<u>\$ 15,628,435</u>	<u>\$ 14,222,495</u>	<u>\$ 13,723,177</u>
<b><u>Measure O</u></b>					
City Manager	68,930	50,000	100,000	50,000	50,000
Development Services	3,062,768	100,000	417,905	100,000	100,000
Fire	1,017,182	169,182	2,153,786	169,182	269,182
General Services	2,217,684	615,000	5,217,576	615,000	615,000
Library	17,998	32,000	588,601	32,000	32,000
Police	3,179,847	2,833,460	3,470,941	2,833,460	3,396,741
Public Works	2,558,429	1,500,000	10,054,818	1,500,000	1,500,000
Recreation and Community Services	1,333,926	1,117,000	1,439,355	1,117,000	1,117,000
Non-Departmental	11,772	-	111,449	-	-
Subtotal	<u>\$ 13,468,536</u>	<u>\$ 6,416,642</u>	<u>\$ 23,554,431</u>	<u>\$ 6,416,642</u>	<u>\$ 7,079,923</u>
<b><u>Enterprise Funds</u></b>					
Water	36,105,961	34,457,279	34,772,279	34,580,279	38,741,477
Wastewater	19,222,369	17,560,524	18,480,993	17,565,280	20,167,637
Environmental Resources	38,361,475	38,710,885	39,886,311	38,710,885	39,332,998
Performing Arts and Convention Center	1,524,126	1,496,385	1,496,385	1,496,385	1,388,652
Golf Course	6,766,934	5,010,253	5,010,253	5,010,253	4,986,093
Subtotal	<u>\$101,980,865</u>	<u>\$ 97,235,326</u>	<u>\$ 99,646,221</u>	<u>\$ 97,363,082</u>	<u>\$104,616,857</u>
<b><u>Internal Service Funds</u></b>					
Public Liability	3,170,735	2,886,556	2,886,556	2,886,556	2,836,098
Workers' Compensation Fund	7,726,140	5,442,905	5,442,905	5,442,905	5,451,779
Utility Customer Services	1,526,447	1,544,974	1,544,974	1,544,974	1,571,037
Information Systems	3,901,958	3,938,195	3,938,195	3,938,195	4,309,622
Facilities Maintenance	3,853,556	3,700,168	3,795,102	3,700,168	4,100,491
Equipment Maintenance	9,874,625	8,797,905	8,873,866	8,797,905	9,134,720
Subtotal	<u>\$ 30,053,461</u>	<u>\$ 26,310,703</u>	<u>\$ 26,481,598</u>	<u>\$ 26,310,703</u>	<u>\$ 27,403,747</u>

## OTHER FUNDS EXPENDITURES

	<u>2012-2013 Actual</u>	<u>2013-2014 Adopted</u>	<u>2013-2014 Revised</u>	<u>2014-2015 Original</u>	<u>2014-2015 Adopted</u>
<b>Housing Authority (Non-City)</b>	26,546,759	24,328,439	24,328,439	24,328,439	25,229,833
<b>Capital Improvements</b>	33,379,800	26,032,159	81,463,452	84,124,800	3,995,000
<b>Debt Services</b>	25,011,585	34,157,848	34,157,848	34,157,848	34,638,427
<b>Total Other Funds</b>	<b><u>\$310,628,139</u></b>	<b><u>\$ 256,289,994</u></b>	<b><u>\$344,320,937</u></b>	<b><u>\$314,599,754</u></b>	<b><u>\$245,161,833</u></b>

(a) Pending State's approval, After-School Grant will be presented to Council at a later time.

(b) Per ABx1 26 Redevelopment Dissolution, please refer to the Recognized Obligation Payment Schedules (ROPS) for the Oxnard Successor Agency's budget.

## GENERAL FUND REVENUES AND SOURCES

	<u>2012-2013</u> <u>Actual</u>	<u>2013-2014</u> <u>Adopted</u>	<u>2013-2014</u> <u>Revised</u>	<u>2014-2015</u> <u>Original</u>	<u>2014-2015</u> <u>Adopted</u>
<b>Property Tax</b>					
Current - Secured	\$ 22,748,251	\$ 24,120,000	\$ 24,120,000	\$ 24,844,000	\$ 25,010,000
Current - Unsecured	689,382	689,000	689,000	689,000	607,000
Delinquent - Secured	569,760	107,000	107,000	109,000	480,000
Delinquent - Unsecured	130	36,000	36,000	37,000	32,000
Supplemental Tax	228,495	281,000	281,000	289,000	261,000
CDC Pass-Through Payment	2,610,932	1,575,000	1,575,000	1,575,000	1,575,000
Interest/Penalties on Delinquency	33,509	34,000	34,000	34,000	27,000
Property Tax In-Lieu of VLF	14,325,701	14,755,000	14,755,000	15,198,000	15,323,000
Payment In-Lieu of Property Tax	17,926	19,000	19,000	20,000	19,000
Deed Transfer Tax	628,780	651,000	651,000	671,000	557,000
Subtotal Property Tax	<u>\$ 41,852,866</u>	<u>\$ 42,267,000</u>	<u>\$ 42,267,000</u>	<u>\$ 43,466,000</u>	<u>\$ 43,891,000</u>
<b>Sales Tax</b>					
Sales Tax	18,942,093	20,595,000	20,595,000	21,419,000	20,789,000
Sales Tax - Refund	-	(33,000)	(33,000)	(33,000)	-
Sales Tax - Triple Flip	6,122,318	6,189,000	6,189,000	6,437,000	6,830,000
Subtotal Sales Tax	<u>\$ 25,064,411</u>	<u>\$ 26,751,000</u>	<u>\$ 26,751,000</u>	<u>\$ 27,823,000</u>	<u>\$ 27,619,000</u>
<b>Other Taxes</b>					
Transient Occupancy Tax	3,826,954	4,035,000	4,035,000	4,237,000	4,236,000
Business License Tax	4,562,692	4,918,000	4,918,000	5,066,000	5,344,000
Southern California Gas	714,846	715,000	715,000	715,000	675,000
Time Warner Cable	2,012,608	1,444,000	1,444,000	1,487,000	1,316,000
Verizon Cable	489,267	470,000	470,000	517,000	549,000
Southern California Edison	625,630	644,000	644,000	663,000	663,000
Penalties/Interest on Delinquent Accounts	119,504	100,000	100,000	100,000	141,000
Subtotal Other Taxes	<u>\$ 12,351,501</u>	<u>\$ 12,326,000</u>	<u>\$ 12,326,000</u>	<u>\$ 12,785,000</u>	<u>\$ 12,924,000</u>
<b>Licenses and Permits</b>					
Animal Licenses	446,863	465,000	465,000	488,000	489,000
Building Permits	1,062,978	1,176,000	1,176,000	1,235,000	1,588,000
Entertainment Permits	16,886	10,000	10,000	10,000	8,000
Other Licenses and Permits	336,087	316,000	316,000	319,000	354,000
Subtotal Licenses & Permits	<u>\$ 1,862,814</u>	<u>\$ 1,967,000</u>	<u>\$ 1,967,000</u>	<u>\$ 2,052,000</u>	<u>\$ 2,439,000</u>
<b>Intergovernmental Revenues</b>					
Homeowner Prop. Tax Relief	240,844	248,000	248,000	255,000	228,000
State Mandated Cost Reimbursement	406,489	214,000	214,000	214,000	219,000
Motor Vehicle In-Lieu	102,724	-	-	-	-
Public Safety Augmentation	1,194,895	1,272,000	1,272,000	1,310,000	1,269,000
AB 1191 Revenues	31,111	-	-	-	-
Subtotal Intergovernmental	<u>\$ 1,976,063</u>	<u>\$ 1,734,000</u>	<u>\$ 1,734,000</u>	<u>\$ 1,779,000</u>	<u>\$ 1,716,000</u>
<b>Interfund Revenues</b>					
Infrastructure Use	4,000,000	4,000,000	4,000,000	4,000,000	4,000,000
Indirect Cost Reimbursements	7,104,864	7,205,000	7,205,000	7,205,000	7,672,697
Subtotal Interfund Revenues	<u>\$ 11,104,864</u>	<u>\$ 11,205,000</u>	<u>\$ 11,205,000</u>	<u>\$ 11,205,000</u>	<u>\$ 11,672,697</u>

## GENERAL FUND REVENUES AND SOURCES

	<u>2012-2013</u> <u>Actual</u>	<u>2013-2014</u> <u>Adopted</u>	<u>2013-2014</u> <u>Revised</u>	<u>2014-2015</u> <u>Original</u>	<u>2014-2015</u> <u>Adopted</u>
<b>Charges for Services</b>					
Document Processing/Copying					
Fees	394,646	407,000	407,000	418,000	377,000
Police and Fire Fees	520,408	556,000	556,000	560,000	488,000
Services To Other Programs	3,668,813	3,171,000	3,171,000	3,171,000	2,867,462
Parks and Recreation Fees	662,519	799,000	799,000	811,000	708,000
Development Services Fees	1,583,394	1,702,000	1,702,000	1,753,000	2,529,000
Permit Center Fees	151,574	142,000	142,000	142,000	269,000
Street Cut Fees	319	-	-	-	3,000
Abandoned Vehicle Fees	1,815	3,000	3,000	3,000	-
Tipping Fees	130,000	130,000	130,000	130,000	130,000
Misc. Charges/Damage					
Reimbursements	1,680,715	1,304,000	1,379,000	1,338,000	1,730,000
Rents	14,778	15,000	15,000	15,000	15,000
Miscellaneous Reimbursements	143	-	-	-	-
Miscellaneous Revenues	12,878	11,000	11,000	11,000	12,000
Sale of Vehicles & Equipment	18,525	19,000	19,000	19,000	39,000
Vending Services	22,498	24,000	24,000	24,000	21,000
Sale of Land	123,666	-	-	-	-
Subtotal Charges for Services	\$ 8,986,691	\$ 8,283,000	\$ 8,358,000	\$ 8,395,000	\$ 9,188,462
<b>Fines and Forfeitures</b>					
Parking Fines	1,364,432	1,480,000	1,480,000	1,480,000	1,296,000
Court Fines-Non Traffic	303,177	398,000	398,000	410,000	269,000
Administrative Fines	184,120	193,000	193,000	193,000	205,000
Misc. Fines	96,638	99,000	99,000	100,000	108,000
Subtotal Fines and Forfeitures	\$ 1,948,367	\$ 2,170,000	\$ 2,170,000	\$ 2,183,000	\$ 1,878,000
<b>Interest Income</b>					
Interest on Investments	82,546	100,000	100,000	100,000	83,000
Interest - Other	17,835	3,000	3,000	3,000	7,000
Subtotal Interest Income	\$ 100,381	\$ 103,000	\$ 103,000	\$ 103,000	\$ 90,000
<b>Miscellaneous Sources</b>					
RiverPark Public Safety Transfer	1,485,000	1,530,000	1,530,000	1,576,000	1,576,000
Other Special Assessments	72,556	73,000	73,000	73,000	74,000
Transfer from Solid Waste Fund	37,000	37,000	37,000	37,000	37,000
Transfer from Capital Outlay	95,580	-	-	-	-
Appropriated Fund Balance	-	-	-	-	-
Non-Operating Revenues	-	-	-	-	-
Subtotal Miscellaneous Revenues	\$ 1,690,136	\$ 1,640,000	\$ 1,640,000	\$ 1,686,000	\$ 1,687,000
<b>Total General Fund Revenues</b>	<b><u>\$ 106,938,094</u></b>	<b><u>\$ 108,446,000</u></b>	<b><u>\$ 108,521,000</u></b>	<b><u>\$ 111,477,000</u></b>	<b><u>\$ 113,105,159</u></b>

## SPECIAL REVENUE FUNDS REVENUES AND SOURCES

	<u>2012-2013</u> <u>Actual</u>	<u>2013-2014</u> <u>Adopted</u>	<u>2013-2014</u> <u>Revised</u>	<u>2014-2015</u> <u>Original</u>	<u>2014-2015</u> <u>Adopted</u>
<b>Air Pollution Buydown Fees</b>					
PL Offsite Air Quality	\$ 97,777	\$ 292,100	\$ 292,100	\$ 292,100	\$ 292,100
Fare Revenues	45,625	47,000	47,000	47,000	47,000
Interest on Investments	21,393	30,000	30,000	30,000	30,000
Miscellaneous Receipts/Reimbursements	-	-	7,550	-	-
From / (To) Capital Reserves	565,058	(21,100)	1,506,890	(201,100)	(199,635)
Subtotal	<b>\$ 729,853</b>	<b>\$ 348,000</b>	<b>\$ 1,883,540</b>	<b>\$ 168,000</b>	<b>\$ 169,465</b>
<b>Half-Cent Sales Tax</b>					
Sales Tax	10,091,602	11,000,000	11,000,000	11,000,000	12,000,000
Interest on Investments	93,796	90,000	90,000	90,000	90,000
From / (To) Capital Reserves	3,283,138	(4,673,358)	12,464,431	(4,673,358)	(5,010,077)
Subtotal	<b>\$ 13,468,536</b>	<b>\$ 6,416,642</b>	<b>\$ 23,554,431</b>	<b>\$ 6,416,642</b>	<b>\$ 7,079,923</b>
<b>Public Safety Retirement Fund</b>					
Voter Approved Property Tax	13,924,166	12,000,000	12,000,000	12,000,000	12,000,000
From / (To) Capital Reserves	1,559,090	5,171,515	5,171,515	5,171,515	5,102,859
Subtotal	<b>\$ 15,483,256</b>	<b>\$ 17,171,515</b>	<b>\$ 17,171,515</b>	<b>\$ 17,171,515</b>	<b>\$ 17,102,859</b>
<b>Community Facilities Districts and Assessment Districts</b>					
CFD #1 & 2 Westport	10,059,344	1,026,181	1,026,181	1,026,181	1,026,181
CFD #3 Seabridge/Mandalay	2,113,173	1,963,425	1,963,425	1,963,425	1,963,425
CFD #4 Seabridge Maintenance	1,052,237	1,343,542	1,343,542	1,354,409	1,354,409
CFD #5 RiverPark Maintenance	3,598,327	4,457,354	4,457,354	4,503,241	4,460,981
CFD #6- Northshore Maintenance	68,439	70,560	70,560	70,560	70,560
CFD #88-1 Oxnard Town Center	257,157	245,929	245,929	245,929	-
CFD #2000-3 Oxnard Blvd/Highway 101	8,845,973	648,030	648,030	648,030	648,030
AD #2000-1 Oxnard Blvd/Highway 101	218,572	182,611	182,611	182,611	182,611
AD #96-1 Rose/101	752,827	726,916	726,916	726,916	726,916
AD #2001-1 Rice/Highway 101	13,119,836	958,106	958,106	958,106	958,106
From / (To) Capital Reserves	1,836,288	-	335,703	-	(333,382)
Subtotal	<b>\$ 41,922,173</b>	<b>\$ 11,622,654</b>	<b>\$ 11,958,357</b>	<b>\$ 11,679,408</b>	<b>\$ 11,057,837</b>
<b>Landscape Maintenance Districts</b>					
Waterway Assessment District	497,668	737,300	737,300	737,300	737,300
LMD #1 – Summerfield	13,122	13,006	13,006	13,006	13,006
LMD #2 – C.I.B.C. Told	1,022	1,124	1,124	1,124	1,124
LMD #3 – River Ridge	86,792	86,372	86,372	86,372	86,700
LMD #4 – Beach Main Col/Hot	40,939	45,146	45,146	45,146	39,846
LMD #9 – Strawberry Fields	12,891	12,615	12,615	12,615	12,615
LMD #7/8 – Northfield Business	33,147	32,500	32,500	32,500	32,500
LMD #10 – Country Club	24,499	24,776	24,776	24,776	24,076
LMD #11 – St. Tropez	6,952	6,990	6,990	6,990	6,990
LMD #12 – Standard Pacific	22,748	22,394	22,394	22,394	22,394
LMD #14 – California Cove	37,868	36,692	36,692	36,692	36,692
LMD #16 – Lighthouse	20,468	19,551	19,551	19,551	19,551
LMD #13 – Fd562 - Le Village	18,663	18,004	18,004	18,004	18,004
LMD #15 – Pelican Pointe	9,594	9,300	9,300	9,300	9,300
LMD #17 – San Miguel	9,085	9,121	9,121	9,121	9,121
LMD #20 – Volvo & Harbor	3,706	2,915	2,915	2,915	3,700
LMD #18 – St. John's Hospital	2,443	6,260	6,260	6,260	5,860
LMD #19 – Shopping at Rose	1,001	1,000	1,000	1,000	1,000
LMD #21 – Cypress Point	996	1,000	1,000	1,000	1,000
LMD #22 – McDonalds Median	500	500	500	500	500
LMD #23 – Greystone	5,511	5,587	5,587	5,587	5,587
LMD #24 – Vineyards	18,520	18,300	18,300	18,300	18,300

## SPECIAL REVENUE FUNDS REVENUES AND SOURCES

	2012-2013 <u>Actual</u>	2013-2014 <u>Adopted</u>	2013-2014 <u>Revised</u>	2014-2015 <u>Original</u>	2014-2015 <u>Adopted</u>
LMD #25 – The Pointe	24,891	23,798	23,798	23,798	23,798
LMD #26 – Albertsons	4,002	4,100	4,100	4,100	4,000
LMD #27 – Rose Island	13,463	13,991	13,991	13,991	13,991
LMD #28 – Harborside	66,236	70,228	70,228	70,228	66,000
LMD #29 – Mercy Charities	2,096	1,433	1,433	1,433	2,000
LMD #30 – Haas Automation	43,566	45,749	45,749	45,749	44,549
LMD #31 – Rancho De La Rosa	72,036	71,605	71,605	71,605	71,605
LMD #32 – Oak Park	22,165	23,355	23,355	23,355	22,155
LMD #33 – Rio Del Sol	52,192	53,054	53,054	53,054	52,554
LMD #35 – MVS Commercial Center	20,291	21,862	21,862	21,862	20,662
LMD #34 – Sunrise Pointe	54,317	56,386	56,386	56,386	54,886
LMD #36 – Villa Santa Cruz	128,598	132,281	132,281	132,281	131,081
LMD #37 – Pacific Breeze	29,125	30,287	30,287	30,287	29,387
LMD #38 – Aldea Del Mar	97,789	99,469	99,469	99,469	98,869
LMD #39 – El Sueno/Promesa	185,803	188,458	188,458	188,458	187,158
LMD #39 – D.R. Horton	13,578	13,200	13,200	13,200	13,200
LMD #40 – Cantada	68,826	80,526	80,526	80,526	70,326
LMD #41 – Pacific Cove	61,839	62,335	62,335	62,335	62,335
LMD #42 – Cantabria/Coronado	161,303	162,116	162,116	162,116	161,000
LMD #43 – Greenbelt (PARCRO)	92,268	93,916	93,916	93,916	93,016
LMD #44 – American Pacific Homes	18,870	20,013	20,013	20,013	19,313
LMD #45 – Channel Point	10,164	7,229	7,229	7,229	7,229
LMD #46 – Daily Ranch	210,044	187,198	187,198	187,198	187,198
LMD #47 – Sycamore Place	58,758	60,326	60,326	60,326	59,526
LMD #48 – Victoria Estates	144,868	146,466	146,466	146,466	145,566
LMD #49 – Cameron Ranch	16,467	16,919	16,919	16,919	16,919
LMD #50 – DV Senior Hsg.	22,073	20,744	20,744	20,744	20,744
LMD #51 – Pfeiler	123,974	123,521	123,521	123,521	125,700
LMD #52 – Wingfield Homes	69,062	69,056	69,056	69,056	69,000
LMD #53 – Huff Court	3,571	3,285	3,285	3,285	3,700
LMD #54 – Meadow Crest Villas	20,305	20,005	20,005	20,005	20,005
LMD #55 – Wingfield West	28,497	26,587	26,587	26,587	26,587
LMD #56 – The Cottages	4,467	4,646	4,646	4,646	4,646
LMD #57 – Golden St. Self Storage	11,234	11,604	11,604	11,604	11,604
LMD #58 – Westwind	77,731	73,696	73,696	73,696	81,000
LMD #59 – Orbela	18,437	19,056	19,056	19,056	19,056
LMD #60 – Artisan	-	52,115	52,115	52,115	52,115
From/(To) Capital Reserves	(556,992)	(677,981)	254,010	(677,981)	(532,306)
Subtotal	\$ 2,364,049	\$ 2,543,087	\$ 3,475,078	\$ 2,543,087	\$ 2,665,340
<b>State/Local Grants and Sources</b>					
Parks and Recreation State Grant	3,031,432	-	2,026,546	-	-
Water Resources State Grant	-	-	-	-	-
State Gas Tax	5,186,420	5,861,000	5,861,000	5,861,000	5,975,000
From / (To) State Gas Tax Fund					
Balance (a)	(186,465)	773,848	1,825,757	773,848	1,025,360
Traffic Safety Fund	593,255	630,000	630,000	630,000	630,000
From / (To) Traffic Safety Fund					
Balance	(249,236)	(308,538)	(308,538)	(308,538)	(299,121)
State Housing Grants	743,794	-	1,000,000	-	-
State Law Enforcement Grants	1,344,241	-	1,448,319	-	-
Library Grants	-	-	7,500	-	-
State Transportation Grants	822,410	-	-	-	-
Transportation Development Act (TDA)					
Local Transportation Fund – 8	2,534	5,000	5,000	5,000	5,000
Local Transportation Fund – 4	720,215	710,000	710,000	710,000	710,000

## SPECIAL REVENUE FUNDS REVENUES AND SOURCES

	2012-2013 Actual	2013-2014 Adopted	2013-2014 Revised	2014-2015 Original	2014-2015 Adopted
Local Transportation Fund – 3	98,782	98,000	98,000	98,000	98,000
From / (To) TDA Fund Balance (a)	195,113	(101,311)	341,824	(101,311)	(80,704)
Other State Grants	56,638	-	57,200	-	-
Subtotal	<b>\$ 12,359,133</b>	<b>\$ 7,667,999</b>	<b>\$ 13,702,608</b>	<b>\$ 7,667,999</b>	<b>\$ 8,063,535</b>
<b>Federal Grants and Sources</b>					
Federal Law Enforcement Grants	2,002,973	94,816	393,441	94,816	94,816
Federal Transportation Grants	5,759,266	-	3,720,382	-	-
Parks and Recreation Federal Grant	100,836	-	297,099	-	-
RSVP					
Ventura County	60,950	-	69,277	-	-
General Fund Match	88,000	-	83,714	-	-
Community Development Block Grant Fund					
CDBG Federal Entitlement	3,041,736	2,347,407	2,347,407	2,347,407	2,347,407
Housing & Urban Development HOME Fund					
HUD HOME Federal Entitlement	1,537,515	920,978	921,396	920,978	920,978
American Recovery Reinvestment Act Grant	2,345,002	-	-	-	-
Subtotal	<b>\$ 14,936,278</b>	<b>\$ 3,363,201</b>	<b>\$ 7,832,716</b>	<b>\$ 3,363,201</b>	<b>\$ 3,363,201</b>
<b>Development Fees</b>					
Quimby Fees	30,896	-	-	-	-
Park Acquisition and Development Fee	8,206	-	-	-	-
Storm Drain Facility Fee	108,057	195,000	195,000	195,000	221,353
Circulation System Improvement Fees	684,642	694,000	694,000	694,000	918,582
Capital Growth Fees - Residential	650,665	1,502,000	1,502,000	1,502,000	1,546,639
Capital Growth Fees - Nonresidential	89,726	408,000	408,000	408,000	361,040
Utility Undergrounding	17,857	-	-	-	-
CUPA Operating Fund	833,697	811,000	811,000	811,000	924,148
Housing In-Lieu Fees	41,510	-	-	-	-
Affordable Rental Housing Fund	18,809	-	-	-	-
Art in Public Places Trust Fund Balance	5,035	-	-	-	-
Subtotal	<b>\$ 2,489,100</b>	<b>\$ 3,610,000</b>	<b>\$ 3,610,000</b>	<b>\$ 3,610,000</b>	<b>\$ 3,971,762</b>
<b>Capital/Lease Funds</b>					
Certificate of Participation (COP) Funded Projects	1,131	-	-	-	-
Capital Projects – Assessment District 2000	5,801	-	-	-	-
Capital Projects – Rice/Highway 101 Assessment	571	-	-	-	-
Capital Projects – Lease 2003A	55	-	-	-	-
Capital Projects – CFD 2000-3	10,423	-	-	-	-
2009 Lease Purchase Equipment	1,232,148	-	-	-	-
Subtotal	<b>\$ 1,250,129</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Special Revenue Funds</b>	<b>\$ 105,002,507</b>	<b>\$ 52,743,098</b>	<b>\$ 83,188,245</b>	<b>\$ 52,619,852</b>	<b>\$ 53,473,922</b>

(a) Net of Operating, CIP, and Debt Services

## ENTERPRISE FUNDS REVENUES AND SOURCES

	<u>2012-2013</u> <u>Actual</u>	<u>2013-2014</u> <u>Adopted</u>	<u>2013-2014</u> <u>Revised</u>	<u>2014-2015</u> <u>Original</u>	<u>2014-2015</u> <u>Adopted</u>
<b>Water</b>					
Service Fees	\$ 45,331,003	\$ 44,300,000	\$ 44,300,000	\$ 44,300,000	\$ 49,620,000
Water Security/Prevention Fees	865,368	870,000	870,000	870,000	870,000
Interest on Investments	2,600,986	2,184,000	2,184,000	2,184,000	2,449,000
Connection/Development Fees	1,163,102	1,090,000	1,090,000	1,090,000	1,335,000
Miscellaneous Receipts/ Reimbursements	3,696,629	4,392,900	4,537,900	4,392,900	4,672,900
Bond/Credit Financing Proceeds	(15,660)	-	-	58,374,800	-
From/(To) Capital Reserves	126,943	15,240,372	30,207,350	(3,011,628)	(3,543,798)
Subtotal	<u>\$ 53,768,371</u>	<u>\$ 68,077,272</u>	<u>\$ 83,189,250</u>	<u>\$ 108,200,072</u>	<u>\$ 55,403,102</u>
<b>Wastewater</b>					
Service Fees	29,888,127	30,360,000	30,360,000	30,360,000	29,650,000
Interest on Investments	110,872	100,000	100,000	100,000	100,000
Connection/Development Fees	386,649	210,000	210,000	210,000	700,000
Miscellaneous Receipts/ Reimbursements	723,480	770,000	770,000	770,000	730,000
From/(To) Capital Reserves	(1,245,762)	2,764,113	7,659,490	22,818,869	2,532,583
Subtotal	<u>\$ 29,863,366</u>	<u>\$ 34,204,113</u>	<u>\$ 39,099,490</u>	<u>\$ 54,258,869</u>	<u>\$ 33,712,583</u>
<b>Environmental Resources</b>					
Service Fees	42,125,810	44,030,000	44,030,000	44,030,000	43,300,000
Security/Prevention Fees	158,971	80,000	80,000	80,000	100,000
Interest on Investments	163,971	20,000	20,000	20,000	60,000
Miscellaneous Receipts/ Reimbursements	250,491	270,000	270,000	270,000	260,000
From/(To) Capital Reserves	(659,873)	(1,397,438)	(156,352)	(1,397,438)	-
Subtotal	<u>\$ 42,039,370</u>	<u>\$ 43,002,562</u>	<u>\$ 44,243,648</u>	<u>\$ 43,002,562</u>	<u>\$ 43,720,000</u>
<b>Performing Arts and Convention Center</b>					
Service Fees	483,779	460,000	460,000	460,000	483,492
Interest on Investments	(9,571)	-	-	-	-
Contribution from General Fund	905,160	905,160	905,160	905,160	905,160
From/(To) Capital Reserves	144,758	131,225	131,225	131,225	-
Subtotal	<u>\$ 1,524,126</u>	<u>\$ 1,496,385</u>	<u>\$ 1,496,385</u>	<u>\$ 1,496,385</u>	<u>\$ 1,388,652</u>
<b>Golf Course</b>					
Service Fees	4,128,426	4,200,000	4,200,000	4,200,000	4,470,000
Interest on Investments	(11,927)	-	-	-	-
Miscellaneous Receipts/ Reimbursements	29,241	-	-	-	-
Loan from Water Connection Fees	1,323,345	-	-	-	-
To/From Capital Reserves	1,297,849	810,253	810,253	810,253	516,093
Subtotal	<u>\$ 6,766,934</u>	<u>\$ 5,010,253</u>	<u>\$ 5,010,253</u>	<u>\$ 5,010,253</u>	<u>\$ 4,986,093</u>
<b>Total Enterprise Revenues</b>	<b><u>\$ 133,962,167</u></b>	<b><u>\$ 151,790,585</u></b>	<b><u>\$ 173,039,026</u></b>	<b><u>\$ 211,968,141</u></b>	<b><u>\$ 139,210,430</u></b>

## INTERNAL SERVICE FUNDS REVENUES AND SOURCES

	<u>2012-2013</u> <u>Actual</u>	<u>2013-2014</u> <u>Adopted</u>	<u>2013-2014</u> <u>Revised</u>	<u>2014-2015</u> <u>Original</u>	<u>2014-2015</u> <u>Adopted</u>
<b>Public Liability</b>					
Service Fees	\$ 2,778,924	\$ 2,795,000	\$ 2,795,000	\$ 2,795,000	\$ 2,795,000
Interest on Investments	23,875	20,000	20,000	20,000	20,000
Miscellaneous Receipts/ Reimbursements	36,525	72,000	72,000	72,000	72,000
From / (To) Capital Reserves	331,411	(444)	(444)	(444)	(50,902)
Subtotal	<u>\$ 3,170,735</u>	<u>\$ 2,886,556</u>	<u>\$ 2,886,556</u>	<u>\$ 2,886,556</u>	<u>\$ 2,836,098</u>
<b>Workers' Compensation Fund</b>					
Service Fees	5,056,077	4,910,000	4,910,000	4,910,000	4,910,000
Interest on Investments	47,490	45,000	45,000	45,000	45,000
Miscellaneous Receipts/ Reimbursements	516,997	487,905	487,905	487,905	487,905
From / (To) Capital Reserves	2,105,576	-	-	-	8,874
Subtotal	<u>\$ 7,726,140</u>	<u>\$ 5,442,905</u>	<u>\$ 5,442,905</u>	<u>\$ 5,442,905</u>	<u>\$ 5,451,779</u>
<b>Utility Customer Services</b>					
Service Fees	1,478,220	1,539,974	1,539,974	1,539,974	1,539,974
Interest on Investments	1,200	5,000	5,000	5,000	5,000
Miscellaneous Receipts/ Reimbursements	27,893	-	-	-	-
From / (To) Capital Reserves	20,293	-	2,310	-	26,063
Subtotal	<u>\$ 1,527,606</u>	<u>\$ 1,544,974</u>	<u>\$ 1,547,284</u>	<u>\$ 1,544,974</u>	<u>\$ 1,571,037</u>
<b>Information Systems</b>					
Service Fees	3,776,321	3,790,497	3,790,497	3,790,497	3,790,497
Interest on Investments	12,837	10,000	10,000	10,000	10,000
Miscellaneous Receipts/ Reimbursements	171	137,698	137,698	137,698	137,698
From / (To) Capital Reserves	212,567	774,000	1,936,228	-	371,427
Subtotal	<u>\$ 4,001,896</u>	<u>\$ 4,712,195</u>	<u>\$ 5,874,423</u>	<u>\$ 3,938,195</u>	<u>\$ 4,309,622</u>
<b>Facilities Maintenance</b>					
Service Fees	3,495,068	3,522,100	3,522,100	3,522,100	3,714,325
Interest on Investments	2,857	20,000	20,000	20,000	20,000
Miscellaneous Receipts/ Reimbursements	73,676	158,068	158,068	158,068	158,068
From / (To) Capital Reserves	281,955	-	94,934	-	208,098
Subtotal	<u>\$ 3,853,556</u>	<u>\$ 3,700,168</u>	<u>\$ 3,795,102</u>	<u>\$ 3,700,168</u>	<u>\$ 4,100,491</u>
<b>Fleet Maintenance</b>					
Service Fees	9,566,324	8,795,905	8,795,905	8,795,905	8,795,905
Interest on Investments	1,514	2,000	2,000	2,000	2,000
Miscellaneous Receipts/ Reimbursements	20,304	-	-	-	340,000
From/(To) Capital Reserves	286,483	-	75,961	-	(3,185)
Subtotal	<u>\$ 9,874,625</u>	<u>\$ 8,797,905</u>	<u>\$ 8,873,866</u>	<u>\$ 8,797,905</u>	<u>\$ 9,134,720</u>
<b>Total Revenues</b>	<b><u>\$ 30,154,558</u></b>	<b><u>\$ 27,084,703</u></b>	<b><u>\$ 28,420,136</u></b>	<b><u>\$ 26,310,703</u></b>	<b><u>\$ 27,403,747</u></b>

**COMPARATIVE PERSONNEL SUMMARY  
PERMANENT FULL-TIME EQUIVALENT POSITIONS**

<u>Departmental</u>	<u>2012-13 Actual</u>	<u>2013-2014 Adopted</u>	<u>2013-2014 Revised</u>	<u>2014-2015 Original</u>	<u>2014-2015 Adopted</u>
<b><u>GENERAL FUND</u></b>					
Carnegie Art Museum	3.50	3.50	3.50	3.50	3.50
City Attorney	10.00	10.00	10.00	10.00	10.00
City Clerk	4.00	4.00	4.00	4.00	4.00
City Council	5.30	5.30	5.30	5.30	5.30
City Manager	12.25	12.25	12.25	12.25	12.25
Public Information	4.00	4.00	4.00	4.00	4.00
City Treasurer	11.75	11.75	11.75	11.75	11.75
Community Development	6.65	4.00	4.00	4.00	4.00
Development Services	50.18	50.68	51.50	50.68	51.50
Finance	24.85	25.00	25.00	25.00	25.00
Fire	95.85	95.85	95.90	95.85	95.60
General Services	33.05	32.10	32.10	32.10	32.10
Housing	1.05	1.05	1.27	1.05	1.27
Human Resources	8.20	8.20	7.87	8.20	7.87
Library	42.50	42.50	42.50	42.50	42.50
Recreation and Community Services	23.40	23.40	23.90	23.40	23.90
Police	376.75	376.75	377.55	376.75	377.55
Public Works	22.00	8.00	7.00	8.00	7.00
Total General Fund	735.28	718.33	719.39	718.33	719.09
<b><u>SPECIAL FUNDS</u></b>					
CUPA Fire	5.15	5.15	5.10	5.15	5.10
Development Services	3.00	3.00	3.00	3.00	3.00
Fire	12.00	12.00	21.00	12.00	21.30
Housing	80.77	80.77	79.73	80.77	79.73
Police	9.95	9.95	9.95	9.95	9.95
Public Works	26.65	35.65	35.15	35.65	35.15
Recreation and Community Services	2.75	2.75	1.95	2.75	1.95
Total Special Funds	140.27	149.27	155.88	149.27	156.18
<b><u>OTHER GOVERNMENTAL FUNDS</u></b>					
Maintenance Community Facilities Districts	8.00	8.00	8.00	8.00	8.00
Total Other Governmental Funds	8.00	8.00	8.00	8.00	8.00

**COMPARATIVE PERSONNEL SUMMARY  
PERMANENT FULL-TIME EQUIVALENT POSITIONS**

<u>Departmental</u>	<u>2012-13 Actual</u>	<u>2013-2014 Adopted</u>	<u>2013-2014 Revised</u>	<u>2014-2015 Original</u>	<u>2014-2015 Adopted</u>
<b><u>ENTERPRISE</u></b>					
Environmental Resources	79.03	79.70	117.86	79.70	117.86
Wastewater	71.79	72.45	74.62	72.45	74.62
Water	54.53	57.20	56.37	57.20	56.37
Performing Arts and Convention Center	10.50	10.50	8.50	10.50	8.50
Golf Course	.40	.35	.35	.35	.35
Total Enterprise Funds	216.25	220.20	257.70	220.20	257.70
<b><u>INTERNAL SERVICE FUNDS</u></b>					
Public Liability	.50	.50	.50	.50	.50
Workers' Compensation	4.50	4.50	4.83	4.50	4.83
Information Systems	21.15	21.15	21.15	21.15	21.15
Equipment Maintenance	35.20	35.20	35.20	35.20	35.20
Facilities Maintenance	35.35	35.35	35.35	35.35	35.35
Customer Billing	7.00	7.00	7.00	7.00	7.00
Total Internal Service Funds	103.70	103.70	104.03	103.70	104.03
<b><u>MEASURE O</u></b>					
Fire	0	0	6.00	0	6.00
General Services	1.00	5.00	5.00	5.00	5.00
Library	.50	.50	.50	.50	.50
Police	21.00	21.00	21.00	21.00	21.00
Total Measure O	22.50	26.50	32.50	26.50	32.50
<b><u>TOTAL CITY</u></b>	1,226.00	1,226.00	1,277.50	1,226.00	1,277.50

## City of Oxnard Organization Chart

<b>Residents</b>		
<b>City Council</b>		
<u><b>City Treasurer</b></u> Danie Navas <b>Customer Service</b> Business Licensing Utility Billing	Tim Flynn, Mayor Carmen Ramirez, Mayor Pro Tem Bryan A. MacDonald, Councilman Dorina Padilla, Councilmember Bert E. Perello, Councilmember	<u><b>City Clerk</b></u> Daniel Martinez Elections Information Resources
<u><b>City Attorney</b></u> Stephen Fischer (Interim) Debt Collection Legal Assistance Special Litigation	<u><b>City Manager</b></u> Greg Nyhoff <u><b>Assistant City Manager</b></u> Karen Burnham	<u><b>CDC / Successor Agency</b></u>

Police	Fire	Housing	Finance	City Manager	Human Resources	Development Services	Library	Public Works
Jeri Williams	James A. Williams II	Bill Wilkins	Jim Cameron	Greg Nyhoff	Michelle Tellez	Matt Winegar	Barbara Murray	Rob Roshanian (Acting)
<b>Administrative Services</b> Emergency Communications Professional Standards Support Services  <b>Field Operations</b> Code Compliance Community Patrol  <b>Investigative Services</b> Investigative Services Special Services	<b>CUPA</b>  <b>Disaster Preparedness</b>  <b>Emergency Services</b>  <b>Fire Prevention</b>	<b>Administrative Services</b>  <b>Affordable Housing</b>  <b>Capital Fund Asset Management</b>  <b>Grants Management</b>  <b>Housing Assistance</b>	<b>Budget and Grants Management</b> Budget Grants Management  <b>Financial Resources</b> Debt & Property Management Liability Management  <b>General Accounting</b> Accounting Accounts Payable Payroll  <b>Purchasing</b> Mail Service Purchasing	<b>Assistant City Manager</b> (Karen Burnham)  <b>Deputy City Manager</b> (Grace Magistrale Hoffman)  <b>Deputy City Manager</b> (Martin Erickson)  Cable Television Community Relations Legislative Affairs Neighborhood Services Public Information Special Projects	Employee Benefits Employee Training Human Resources Labor Negotiations Safety & Wellness Workers' Compensation	Development Support Transportation Planning & Services  <b>Building and Engineering</b> Building and Engineering  <b>Planning</b> Planning & Environmental Services	Branch Services Circulation Services Community Outreach Public Services Support Services	<b>Administration</b>  <b>Construction and Design Services</b> Construction Services Design  <b>Environmental Resources</b>  <b>Street Maintenance &amp; Repair</b> Traffic Signs & Markings  <b>Water &amp; Wastewater</b>

<b>City Manager</b>		
Divisions		
<b>Recreation &amp; Community Services</b> Terrel Harrison (Interim)  Recreation Services Senior/Special Population Services South Oxnard Center Special Events Youth Development  <b>Performing Arts And Convention Center</b>	<b>General Services</b> Michael Henderson  Facilities Maintenance Fleet Services Landscape Assessment & Graffiti Removal Park/Facility Development Parks Maintenance River Ridge Golf Course Street Lighting	<b>Information Systems</b> Grace Magistrale Hoffman  Citywide Network Support Document Publishing Services Geographic Information Systems Help Desk Municipal Software Support Telecommunications Support

# DEBT SERVICE SUMMARY

FY 2014-2015

	7-1-14					
	Balance	Principal	Interest	Admin	Total	Maturity
<b>General Fund</b>						
Certificates of Participation, Series 2012	4,933,807	307,210	174,657	5,125	486,992	6/1/2028
Land Acquisition Component (S.F.)	47,880	23,462	1,868	144	25,474	6/1/2016
Adjustable Rate Lease Revenue Bonds, 2003	10,725,000	430,000	432,968	68,500	931,468	6/1/2033
300 West Third Street	107,030	52,444	4,176	321	56,941	6/1/2016
Old Oxnard High School	369,903	181,252	14,434	1,110	196,796	6/1/2016
Lease Revenue Bonds, Series 2011	20,835,000	290,000	1,086,045	3,125	1,379,170	6/1/2036
B of A/Western Alliance Lease Purchases	6,026,141	1,295,051	177,107	-	1,472,158	10/1/2020
<b>Total General Fund</b>	43,044,761	2,579,419	1,891,255	78,325	4,548,999	
<b>Water Fund</b>						
Water Revenue Project Bonds, Series 2004	37,840,000	1,190,000	1,833,904	3,625	3,027,529	6/1/2034
Water Revenue Project Bonds, Series 2006	49,425,000	1,015,000	2,413,385	3,625	3,432,010	6/1/2036
Water Revenue Project Bonds, Series 2010A	12,685,000	1,340,000	631,325	3,125	1,974,450	6/1/2022
Water Revenue Project Bonds, Series 2010B (BAB's)	83,670,000	-	5,786,172	2,000	5,788,172	6/1/2040
Water Revenue Refunding Bonds, Series 2012	8,555,000	410,000	325,819	3,625	739,444	6/1/2030
B of A/Western Alliance Lease Purchases	69,501	44,827	1,947	-	46,774	9/1/2017
<b>Total Water Fund</b>	192,244,501	3,999,827	10,992,552	16,000	15,008,379	
<b>Wastewater Treatment Fund</b>						
Wastewater Revenue Refunding Bonds, Series 2013	18,364,064	2,854,299	510,521	3,625	3,368,445	6/1/2020
Wastewater Revenue Bonds, 2004 Series A	80,000,000	-	4,087,725	3,625	4,091,350	6/1/2034
Wastewater Revenue Bonds, 2004 Series B	18,710,000	965,000	751,581	154,500	1,871,081	6/1/2034
Wastewater Revenue Project Bonds, Series 2006	10,630,000	295,000	504,330	3,625	802,955	6/1/2036
Wastewater Loan from Water	847,979	847,979	25,439	-	873,418	11/1/2014
B of A/Western Alliance Lease Purchases	332,342	79,310	9,403	-	88,713	9/1/2019
<b>Total Wastewater Treatment Fund</b>	128,884,385	5,041,588	5,888,999	165,375	11,095,962	
<b>Environmental Resources Fund</b>						
Solid Waste Revenue Refunding Bonds, Series 2005	3,890,000	2,390,000	194,500	5,125	2,589,625	5/1/2016
Land Acquisition Component (E.Y.)	47,880	23,462	1,868	144	25,474	6/1/2016
Trash Container Lease Purchase	1,544,801	362,851	60,092	1,125	424,068	4/23/2018
Solid Waste Loan from Water	6,470,482	1,000,321	194,115	-	1,194,436	11/1/2019
B of A/Western Alliance Lease Purchases	165,575	60,061	5,072	-	65,133	9/1/2017
<b>Total Environmental Resources Fund</b>	12,118,738	3,836,695	455,647	6,394	4,298,736	
<b>Community Development Commission</b>						
Tax Allocation Refund and Project Bonds, Series 2004	12,440,000	810,000	555,459	3,125	1,368,584	9/1/2026
Local Obligation Revenue 2006 Tax Allocation Bonds	17,610,000	495,000	817,363	9,374	1,321,737	9/1/2036
HERO Tax Allocation Bonds, Series 2008	10,870,000	215,000	501,737	3,500	720,237	9/1/2038
<b>Total Community Development Commission</b>	40,920,000	1,520,000	1,874,559	15,999	3,410,558	
<b>Golf Course Enterprise Fund</b>						
Golf Course Component	2,056,060	1,007,470	80,227	6,169	1,093,866	6/1/2016
<b>Total Golf Course Enterprise Fund</b>	2,056,060	1,007,470	80,227	6,169	1,093,866	
<b>Internal Service Fund</b>						
B of A/Western Alliance Lease Purchases	44,811	29,657	1,095	-	30,752	11/30/2015
<b>Total Internal Service Fund</b>	44,811	29,657	1,095	-	30,752	
<b>Special Revenue Fund</b>						
Library Component	871,246	426,910	33,996	2,613	463,519	6/1/2016
Variable Rate Lease, Series 2006 (Civic Center II)	20,285,000	610,000	716,061	118,100	1,444,161	6/1/2036
Gas Tax Revenue Certificates of Participation, Series 2007	24,755,000	600,000	1,107,050	5,125	1,712,175	9/1/2037
<b>Total Special Revenue Fund</b>	45,911,246	1,636,910	1,857,107	125,838	3,619,855	

The annual amount of indirect cost reimbursement to the General Fund is developed from an indirect cost plan which adheres to the guidelines as published by the Federal Office of Management & Budget. The indirect cost plan also serves as the basis for reimbursement from state and federal grants. The indirect cost plan is essentially a statistical model which allocates the costs of administrative and support departments (indirect costs) to direct service departments.

Each fiscal year since 1985-86, when the Indirect Cost Methodology was first adopted, the plan has been reviewed and updated both as to costs of providing the administrative and support services and the statistics upon which each department's costs will be allocated. In keeping with the Council's policy of full cost recovery, each department has reviewed, and modified where appropriate, the statistical base for allocating indirect costs.

### How Indirect Costs are Determined

Generally, costs associated with any department can be divided into two major categories: direct costs and indirect costs. Direct costs represent resources that can be specifically identified with a particular activity or function. To the extent possible such costs are charged directly to that activity for purposes of cost determination. For example, the salary of a police officer is directly associated with the police function and should be charged directly to that department.

Indirect costs represent resources that are employed for common or joint purposes benefiting several activities or functions. As such, indirect costs are not as readily chargeable to individual departments or divisions and, therefore, generally require allocation based upon usage relationships. For example, Human Resources provides a varied level of benefit and supporting service to all operating departments throughout the year. Because it is not cost effective to determine the amount of support service to charge on a direct charge basis, these costs are allocated through the indirect cost plan.

The major component of indirect cost involves the operating expense of central service activities that provide common supportive services to other funds and departments. These supportive services include the City Council, City Manager's Office, Financial Services, City Attorney's Office, City Clerk's Office, City Treasurer's Office and Mail and Courier Services. Annual depreciation costs of usable buildings, motor vehicles, and other equipment not paid for through federal grants are also allowable as Indirect Costs.

### How the City Benefits

The City benefits financially from an Indirect Cost Allocation Plan in the following ways:

1. Administrative Costs are Recovered: Administrative programs within the General Fund provide a benefit and support to other funds in the City. The Indirect Cost Allocation Plan calculates the costs of these support services so the General Fund can be reimbursed.
2. Additional Grant Revenue: An approved indirect cost plan makes it possible for the City to receive additional grant funds under state and federal guidelines to cover indirect costs.
3. Use of Indirect Costs as Matching Funds for Grants: Indirect costs justified through any indirect cost plan may be used to satisfy cash matching requirements for grants. Although

this use of the indirect cost plan does not create additional revenues for the City, the use of indirect costs to match federal funds can reduce the need for additional local appropriations.

4. A more accurate cost of providing services is identified.

An indirect cost plan is another tool used to identify the full cost of a specific activity or function. Accurate full cost information can be valuable in the decision making process (e.g., price determination, comparing the cost of contracting for a service with providing it internally, assessing a need for additional or fewer staff, capital budgeting decisions, etc.), and can be used to inform the public of the full cost of providing services.



# **RESOLUTIONS**



# RESOLUTIONS

## CITY COUNCIL OF THE CITY OF OXNARD

### RESOLUTION NO. 14,666

#### A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OXNARD APPROVING THE CITY OPERATING BUDGET AND CITY CAPITAL IMPROVEMENT BUDGET FOR THE FISCAL YEAR 2014-2015

WHEREAS, the City Manager submitted for the consideration of the City Council a proposed City Operating Budget and City Capital Improvement Budget for fiscal year 2014-2015 including therein a budget for Community Development Block Grant Funds through June 30, 2014; and

WHEREAS, in accordance with City Code, Section 2-179, a public hearing on these budgets was duly scheduled, advertised and held, and there was an opportunity for all persons to be heard and for their suggestions or objections to be carefully considered.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF OXNARD HEREBY RESOLVES AS FOLLOWS:

1. The City Council has reviewed the proposed Operating Budget and Capital Improvement Budget and the funds included therein for the period of July 1, 2014 through June 30, 2015 and hereby finds that such budgets, as revised, are sound plans for the financing during fiscal year 2014-2015 of required City operations, services, and capital improvements. Such budgets are hereby adopted as follows:

<u>GENERAL FUND</u>	<u>FY 2014-2015 Budget</u>
City Attorney	\$ 1,504,794
City Clerk	427,814
City Council	351,397
City Manager	1,325,707
Public Information	666,730
City Treasurer	1,300,082
Community Development	1,456,269
Development Services	6,681,225
Finance	3,106,223
Fire	15,699,560
General Services	9,563,186
Housing	198,391
Human Resources	894,844
Library	4,359,651
Police	50,157,632
Public Works	1,134,937
Recreation and Community Services	5,544,312
Subtotal	<u>\$ 104,372,754</u>

## RESOLUTIONS

Resolution No. 14,666

Page 2

<u>Non-Departmental</u>	<u>FY 2014-2015 Budget</u>
General Non-Departmental	\$ 1,182,214
Gang Prevention	150,000
Designated Reserves & Transfers	2,455,160
General Debt Service	4,540,344
Contribution to Carnegie Museum	404,687
Subtotal	\$ 8,732,405

TOTAL GENERAL FUND \$ 113,105,159

<u>INTERNAL SERVICE FUNDS</u>	<u>FY 2014-2015 Budget</u>
Public Liability & Property Damage	\$ 2,836,098
Workers' Compensation	5,451,779
Utility Customer	1,571,037
Information Systems	4,309,622
Facilities Services	4,100,491
Equipment Maintenance	9,134,720
	9,134,720

TOTAL INTERNAL SERVICE PROGRAMS/FUNDS \$ 27,403,747

<u>SPECIAL FUNDS</u>	<u>FY 2014-2015 Budget</u>
Air Pollution Buydown Fee	\$ 169,465
Half-Cent Sales Tax	7,079,923
Public Safety Fund	17,102,859
Waterways Assessment District	601,861
LMD #1 – Summerfield	41,834
LMD #3 – River Ridge	75,140
LMD #4 – Beach Main Col/Hot	131,468
LMD #9 – Strawberry Fields	96,986
LMD #7 & #8 – Northfield Business	94,696
LMD #10 – Country Club	96,528
LMD #11 – St. Tropez	27,576
LMD #12 – Standard Pacific	124,562
LMD #14 – California Cove	36,524
LMD #16 – Lighthouse	23,048
LMD #13 – FD562-Le Village	48,728
LMD #15 – Pelican Pointe	25,744
LMD #17 – San Miguel	17,100
LMD #20 – Volvo & Harbor	8,738
LMD #18 – St. John's Hospital	916
LMD #22 – McDonald's Median	237
LMD #23 – Greystone	6,072
LMD #24 – Vineyards	22,984
LMD #25 – The Pointe	46,520
LMD #26 – Albertsons	5,978

# RESOLUTIONS

Resolution No. 14,666

Page 3

<u>SPECIAL FUNDS</u>	<u>FY 2014-2015 Budget</u>
LMD #27 – Rose Island	17,370
LMD #28 – Harborside	26,628
LMD #30 – Haas Automation	17,978
LMD #31 – Rancho De La Rosa	94,072
LMD #32 – Oak Park	9,488
LMD #33 – Rio Del Sol	38,856
LMD #35 – MVS Commercial Center	7,956
LMD #34 – Sunrise Pointe	45,772
LMD #36 – Villa Santa Cruz	78,316
LMD #37 – Pacific Breeze	14,398
LMD #38 – Aldea Del Mar	64,740
LMD #39 – El Sueno/Promesa	105,228
LMD #39 – D.R. Horton	14,800
LMD #40 – Cantada	21,056
LMD #41 – Pacific Cove	55,084
LMD #42 – Cantabria/Coronad	69,636
LMD #43 – Greenbelt (PARCRO)	50,092
LMD #44 – American Pacific Homes	10,472
LMD #45 – Channel Point	3,760
LMD #46 – Daily Ranch	88,820
LMD #47 – Sycamore Place	17,412
LMD #48 – Victoria Estates	68,728
LMD #49 – Cameron Ranch	9,256
LMD #50 – DV Senior Housing	17,672
LMD #51 – Pfeiler	48,716
LMD #52 – Wingfield Homes	37,712
LMD #53 – Huff Court	2,776
LMD #54 – Meadowcrest Villas	12,388
LMD #55 – Wingfield West	22,300
LMD #56 – The Cottages	4,040
LMD #57 – Golden State Self Storage	6,444
LMD #58 – Westwind	20,478
LMD #59 – Orbela	5,800
LMD #60 – Artisan	23,856
CFD #6 – Northshore Maintenance	70,560
CFD #4 – Seabridge Maintenance	1,354,409
CFD #5 – RiverPark Maintenance	4,460,981
CFD #2 – Westport Maintenance	437,943
CFD #1 – Westport	599,512
CFD #3 Seabridge/Mandalay	1,613,010
CFD #2000-3 Oxnard Blvd/Highway 101	647,168
AD 96-1 Rose / 101	727,225
AD 2000-1 Oxnard Blvd/Highway 101	184,918
AD 2001-1 Rice / Highway 101	962,111

# RESOLUTIONS

Resolution No. 14,666

Page 4

<u>SPECIAL FUNDS</u>	<u>FY 2014-2015 Budget</u>
State Gas Tax Fund	7,000,360
Traffic Safety Fund	330,879
TDA – Local Transportation Fund - 4	732,296
Community Development Block Grant Funds	1,889,121
Federal Law Enforcement Grants	126,135
HUD Federal Grants	924,336
Parks and Recreation Federal Grants	7,510
Storm Drain Fee	481,353
Circulation System Improvement Fee	918,582
Capital Growth Fees – Residential	1,546,639
Capital Growth Fees – Non-Residential	361,040
CUPA	924,148
<b>TOTAL SPECIAL FUNDS</b>	<b>\$ 53,317,823</b>

<u>ENTERPRISE FUNDS</u>	<u>FY 2014-2015 Budget</u>
Environmental Resources Fund	\$ 43,720,000
Water Fund	55,403,102
Wastewater Fund	33,712,583
Golf Course Operation	4,986,093
Performing Arts Center Fund	1,388,652
<b>TOTAL ENTERPRISE FUNDS</b>	<b>\$ 139,210,430</b>

**TOTAL ALL FUNDS** **\$ 333,037,159**

Less: Internal Service Funds/Programs (27,403,747)

Net Adjusted Appropriations **\$ 305,633,412**

2. To the extent funds are available, any unused appropriations at the end of fiscal year 2013-2014 in active Capital Improvement Projects are hereby reappropriated for continued use in fiscal year 2014-2015.
3. To the extent funds are available, any unused appropriations at the end of fiscal year 2013-2014 in active Measure O Half-Cent Sales Tax Projects and/or Programs are hereby reappropriated for continued use in fiscal year 2014-2015.
4. Any remaining balances in approved grant programs and improvement assessment district projects at the end of fiscal year 2013-2014, except for balances reallocated as part of the budget process, are hereby reappropriated for continuing use in fiscal year 2014-2015 and all estimated revenues from such approved grants and assessment districts projects for 2013-2014 that are not realized by year end are authorized to be continued.

## RESOLUTIONS

Resolution No. 14,666

Page 5

5. To the extent funds are available, all General Fund encumbrances at the close of fiscal year 2013-2014 are carried forward and corresponding appropriations are also carried forward.
6. All General Fund revenues in excess of expenditures and encumbrances at the close of fiscal year 2013-2014, not otherwise provided for in City Council budget policies or reappropriated above, are hereby appropriated to the General Fund Operating Reserve on June 30, 2014.
7. Staff is directed to ensure that the final adopted budget documents containing the Operating Budget and the Capital Improvement Budget for fiscal year 2014-2015 shall contain all revisions made by the City Council prior to final budget adoption.

PASSED AND ADOPTED on this 24th day of June, 2014, by the following vote:

AYES: Councilmembers Flynn, Ramirez, and MacDonald.

NOES: Councilmembers Padilla and Perello.

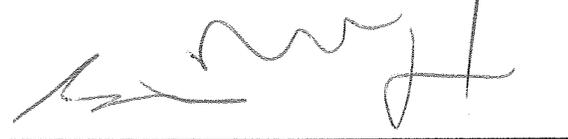
ABSENT: None.

  
\_\_\_\_\_  
Tim Flynn, Mayor

ATTEST:

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

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Stephen M. Fischer, Interim City Attorney

# RESOLUTIONS

## CITY COUNCIL OF THE CITY OF OXNARD

### RESOLUTION NO. 14,667

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OXNARD  
AUTHORIZING FULL-TIME EQUIVALENT POSITIONS IN THE CITY  
SERVICE EFFECTIVE JULY 1, 2014 IN ACCORDANCE WITH THE  
OPERATING BUDGET FOR THE 2014-2015 FISCAL YEAR

The City Council of the City of Oxnard hereby resolves that the following classifications and positions are hereby authorized as provided for in the Operating Budget for fiscal year 2014-2015.

CATEGORY, GROUP, PROGRAM CLASSIFICATION TITLE	HOME PROGRAM FULL-TIME EQUIVALENT POSITIONS
<b>CARNEGIE</b>	
Carnegie Art Museum	
Administrative Secretary I/II	1
Cultural Arts Supervisor	1
Event Attendant III	1.50
Carnegie Art Museum Total	3.50
<b>CITY ATTORNEY</b>	
City Attorney	
Administrative Legal Assistant (C)	1
Administrative Legal Secretary I/II (C)	1
Administrative Legal Secretary III (C)	1
Assistant City Attorney	3
City Attorney	1
Deputy City Attorney I/II	1
Law Office Manager	1
Total	9
Collection Services	
Paralegal (C)	1
Total	1
City Attorney Total	10
<b>CITY CLERK</b>	
City Clerk	
Administrative Assistant	1
Assistant City Clerk	1
City Clerk	1
Office Assistant I/II	1
City Clerk Total	4
<b>CITY COUNCIL</b>	
City Council	
City Councilmember	4
Executive Assistant I/II	.30
Mayor	1
City Council Total	5.30
<b>CITY MANAGER</b>	
City Manager	
Administrative Assistant (C)	1
Assistant City Manager	.80
City Manager	1
Deputy City Manager	1.35
Executive Assistant I/II	1.70
Legislative Affairs Manager	1
Management Analyst III	1
Total	7.85
Public Information	
Outreach/Education Specialist	2
Programmer Analyst	1
Public Information Officer	1
Total	4
Community Relations/Community Access TV	
Administrative Secretary I/II	1
Community Outreach & Production Specialist	1
Total	2

# RESOLUTIONS

Resolution No. 14,667

Page 2

Neighborhood Services	
Administrative Secretary I/II	1
Management Analyst III	.40
Neighborhood Services Coordinator	1
Total	2.40
Enterprise Information Systems Management	
Deputy City Manager	.03
Network Services Coordinator	1
Programmer Analyst	1
Systems Administrator	1
Total	3.03
Geographic Information Systems	
Deputy City Manager	.03
Geographic Information Systems Coordinator	1
Geographic Information Systems Technician I/II	2
Geographic Information Systems Technician III	1
Programmer Analyst	1
Systems Analyst I/II	1
Total	6.03
Personal Computer/Network Systems	
Computer Network Engineer I/II	2
Computer Network Engineer III	2
Computer Operator	2
Deputy City Manager	.03
Systems Administrator	1
Systems Analyst I/II	1
Systems Analyst III	1
Total	9.03
Document Publishing Services	
Deputy City Manager	.03
Word Processor I/II	1
Word Processor III	1
Total	2.03
Telecommunications/Web Development	
Deputy City Manager	.03
Project Manager	1
Total	1.03
City Manager Total	37.40
CITY TREASURER	
City Treasurer	
Account Clerk I/II	2.75
Account Clerk III	1
Administrative Assistant	1
City Treasurer	1
Revenue Collection Technician	1
Total	6.75
Utility Customer/Licensing Services	
Assistant City Treasurer/Revenue Accounting Manager	1
Code Compliance Inspector I/II	1
Customer Service Accounting Technician	2
Customer Service Representative I/II	6
Senior Customer Service Representative	1
Treasury Supervisor	1
Total	12
City Treasurer Total	18.75
COMMUNITY DEVELOPMENT	
Administration	
Administrative Assistant	1
Administrative Secretary III	1
Redevelopment Project Manager	1
Redevelopment Services Manager	1
Community Development Total	4

# RESOLUTIONS

Resolution No. 14,667

Page 3

**DEVELOPMENT SERVICES**

Development Support and Public Project Contracts

Administrative Technician	1
Development Services Director	1
Management Analyst I/II	1

Total 3

Building & Engineering Services

Administrative Secretary I/II	1
Administrative Secretary III	1
Assistant Traffic Engineer	1
Building Inspector I/II	7
Civil Engineer	1
Construction Inspector I/II	2
Data Entry Operator I/II	1
Deputy Building Official	2
Development Services Manager	1
Electrical Inspector	1
Junior Civil Engineer	3
Office Assistant I/II	6
Permit Technician	3
Plan Check Engineer	1
Plans Examiner I/II	1
Project Manager	.50
Senior Construction Inspector	1
Supervising Building Inspector	1
Supervising Civil Engineer	1

Total 35.50

Planning

Administrative Secretary III	1
Assistant Planner	2
Associate Planner	4
Drafting/Graphics Tech. I/II	1
Junior Planner	1
Office Assistant I/II	1
Planning and Environmental Services Manager	1
Principal Planner	2

Total 13

Traffic Engineering & Operations

Associate Traffic Design Engineer	1
Traffic Engineer	1

Total 2

Transit Services

Deputy City Manager	.50
Project Manager	.50

Total 1

Development Services Total 54.50

**FINANCE**

Administration

Chief Financial Officer	1
Senior Administrative Secretary (C)	1

Total 2

General Accounting

Account Clerk I/II	.50
Account Clerk III	2
Accountant I	2
Accounting Technician	1
Accounting Technician (C)	1
Controller	1
Customer Service Representative I/II	1
Financial Analyst I/II	1
Management Accountant/Auditor	1
Management Analyst III	1

Total 11.50

# RESOLUTIONS

Resolution No. 14,667

Page 4

Budget/Capital Improvement Projects		
Budget Manager	.50	
Financial Analyst I/II	.50	
		Total 1
Purchasing		
Accounting Manager	1	
Buyer	2	
Purchasing Clerk	1	
		Total 4
Financial Resources		
Administrative Technician	1	
Financial Analyst I/II	1	
Financial Services Manager	1	
		Total 3
Grants Management		
Budget Manager	.50	
Accountant I	1	
Financial Analyst I/II	.50	
		Total 2
Mail and Courier Services		
Mail Clerk	2	
		Total 2
		Finance Total 25.50
<b>FIRE</b>		
Fire Suppression and Other Emergency Services		
Administrative Assistant (C)	1	
Administrative Secretary I/II	.50	
Assistant Fire Chief	.95	
Emergency Medical Services Coordinator	1	
Fire Battalion Chief	4	
Fire Captain	25	
Fire Chief	1	
Fire Engineer	24	
Firefighter	51	
		Total 108.45
Fire Prevention		
Administrative Secretary I/II	.50	
Fire Battalion Chief	1	
Fire Captain	1	
Fire Inspector	4	
Plans Examiner I/II	.90	
		Total 7.40
Disaster Preparedness		
Assistant Fire Chief	.05	
Disaster Preparedness Coordinator	1	
		Total 1.05
Certified Unified Program Agency (CUPA)		
CUPA Coordinator	1	
Fire Environmental Specialist I/II	4	
Plans Examiner I/II	.10	
		Total 5.10
		Fire Total 122
<b>GENERAL SERVICES</b>		
Fleet Services Maintenance		
Administrative Assistant	1	
Fleet Services Maintenance Worker/Mechanic I/II (or Maintenance Worker Trainee)	23	
Fleet Services Mechanic Supervisor	2	
Fleet Services Manager	1	
Fleet Services Operations Manager	1	
Maintenance Services Manager	.20	
Senior Fleet Services Mechanic	6	
Tire Repairer	1	
		Total 35.20

# RESOLUTIONS

Resolution No. 14,667

Page 5

Facilities Maintenance		
Administrative Technician		.10
Construction Project Manager		1
Custodial Supervisor		1
Custodian		13
Facilities Maintenance Supervisor		1
Facilities Maintenance Worker I/II		6
HVAC Technician		3
Maintenance Carpenter		2
Maintenance Electrician		2
Maintenance Plumber		2
Maintenance Services Manager		.25
Senior Custodian		2
Senior Facilities Maintenance Worker		2
	Total	35.35
Parks, Public Grounds & Open Space		
Administrative Secretary I/II		1
Administrative Technician		.70
Groundswoker I/II (or Maintenance Worker Trainee)		8
Maintenance Services Manager		.25
Management Analyst III		.20
Office Assistant I/II		1
Parks Maintenance Supervisor		1
Parks Manager		1
Senior Groundswoker		2
	Total	15.15
Street Trees & Medians		
Groundswoker I/II (or Maintenance Worker Trainee)		3
Parks Maintenance Supervisor		1
Senior Groundswoker		1
Senior Tree Trimmer		1
Tree Trimmer I/II (or Maintenance Worker Trainee)		3
	Total	9
Graffiti Action Program		
Graffiti Action Coordinator		1
Management Analyst III		.35
Office Assistant I/II		1
	Total	2.35
Park & Facility Development		
Construction Project Coordinator		1
Project Manager		1
	Total	2
Street Landscaping		
Administrative Technician		.20
Groundswoker I/II (or Maintenance Worker Trainee)		3
Maintenance Plumber		1
Maintenance Services Manager		.05
Management Analyst III		.35
Parks Maintenance Supervisor		2
Senior Facilities Maintenance Worker		1
Senior Groundswoker		3
Senior Tree Trimmer		1
	Total	11.60
River Ridge Golf Course		
Maintenance Services Manager		.25
Management Analyst III		.10
	Total	.35
	General Services Total	111
HOUSING		
Public Housing		
Account Clerk I/II		2
Account Clerk III		1.75
Accountant I		1.05
Administrative Secretary III		1
Compliance Services Manager		.14

# RESOLUTIONS

Resolution No. 14,667

Page 6

Computer Network Engineer III	.72
Deputy Housing Director	.50
Facilities Maintenance Worker I/II	7
Groundswoker I/II (or Maintenance Worker Trainee)	4
Housing Contract Administrator	1
Housing Director	.45
Housing Engineer	1
Housing Maintenance Superintendent	1
Housing Maintenance Supervisor	3
Housing Modernization Superintendent	1
Housing Program Supervisor	3
Housing Programs Manager	1
Housing Rehabilitation Program Manager	.15
Housing Specialist I/II	6.45
Management Accountant/Auditor	.75
Management Analyst I/II	.50
Management Analyst III	1.85
Office Assistant I/II	6.80
Rehabilitation Construction Specialist I/II	1
Rehabilitation Loan Assistant	.15
Rehabilitation Loan Specialist	.30
Resident Services Assistant	1
Resident Services Coordinator	1
Senior Groundswoker	1
Senior Housing Maintenance Worker	2
Senior Housing Specialist	3
Total	55.56
Rental Assistance	
Account Clerk III	.25
Accountant I	.95
Compliance Services Manager	.06
Computer Network Engineer III	.28
Deputy Housing Director	.50
Housing Director	.55
Housing Inspector	1
Housing Specialist I/II	6.55
Management Accountant/Auditor	.25
Management Analyst III	.15
Office Assistant I/II	3.20
Senior Housing Specialist	2
Total	15.74
Affordable Housing Assistance	
Compliance Services Manager	.05
Housing Rehabilitation Program Manager	.58
Rehabilitation Loan Assistant	.05
Rehabilitation Loan Specialist	.10
Total	.78
Grants Administration	
Accounting Manager	1
Grants Coordinator	1
Grants Specialist I/II	1
Total	3
Housing Rehabilitation	
Administrative Technician	.13
Compliance Services Manager	.75
Housing Rehabilitation Program Manager	.27
Management Analyst I/II	.50
Rehabilitation Loan Assistant	.80
Rehabilitation Loan Specialist	1.60
Total	4.05
Homeless Assistance	
Homeless Assistance Program Coordinator	1
Total	1

# RESOLUTIONS

Resolution No. 14,667

Page 7

Mobilehome Rent Stabilization		
Administrative Technician		.82
	Total	.82
Fair Housing		
Administrative Technician		.05
	Total	.05
	Housing Total	81
HUMAN RESOURCES		
Human Resources		
Administrative Secretary I/II (C)		2
Administrative Technician (C)		.50
Assistant City Manager		.20
Employee Relations Coordinator (C)		1
Human Resources Director		1
Human Resources Manager		1
Human Resources Technician (C)		.67
Senior Benefits Coordinator (C)		.50
Senior Human Resources Coordinator		1
	Total	7.87
Workers' Compensation		
Human Resources Technician (C)		.33
Senior Benefits Coordinator (C)		.50
Senior Human Resources Coordinator		1
Workers' Compensation Manager		1
Workers' Compensation Specialist (C)		1
	Total	3.83
Safety Management		
Safety Specialist (C)		1
	Total	1
	Human Resources Total	12.70
LIBRARY		
Library Community Outreach		
Administrative Assistant		1
Library Aide III		1
Library Director		1
Office Assistant I/II		1
	Total	4
Library Circulation Services		
Library Aide I/II		8
Library Circulation Supervisor		1
Literacy Coordinator		1
Office Assistant I/II		1
	Total	11
Library Branch Services		
Librarian I		2
Librarian II		1
Librarian III		1
Library Aide I/II		2
Library Aide III		1
Library Services Supervisor		1
	Total	8
Library Information/Reference Services		
Librarian I		9
Librarian II		1
Librarian III		1
Library Services Supervisor		1
	Total	12
Library Support Services		
Computer Network Engineer I/II		2
Library Aide I/II		3.50
Library Aide III		1
Systems Analyst III		1
	Total	7.50
	Library Total	42.50

# RESOLUTIONS

Resolution No. 14,667

Page 8

**POLICE**

Code Compliance

Administrative Technician	1
Animal Safety Officer	3
Code Compliance Inspector I/II	9
Code Compliance Manager	1
Office Assistant I/II	1
Senior Animal Safety Officer	1
Senior Code Compliance Inspector	2

Total 18

Community Patrol

Administrative Secretary I/II	1
Assistant Police Chief	2
Community Service Officer	9
Crossing Guard	10.50
Police Commander	6
Police Officer I/II	138
Police Officer III	14
Police Sergeant	18
Police Service Officer	8
Senior Police Service Officer	1
Senior Traffic Service Assistant	3
Traffic Service Assistant I/II	15

Total 225.50

Criminal Investigation

Community Service Officer	2
Crime Analysis Data Technician	1
Crime Analyst I/II	2
Data Entry Operator I/II	.50
Evidence Technician I/II	3
Missing Persons Specialist	1
Police Commander	1
Police Officer I/II	23
Police Officer III	19
Police Records Technician III	1
Police Sergeant	7
Sex Registrant Specialist	1
Victim Services Specialist	1

Total 62.50

Police Support Services

Account Clerk I/II	2
Administrative Assistant (C)	1
Administrative Services Assistant (C)	2
Assistant Police Chief	1
Community Affairs Manager	1
Community Service Officer	1
Computer Network Engineer III	3
Data Entry Operator I/II	3.25
Grants Specialist I/II	1
Office Assistant I/II	1
Police Chief	1
Police Commander	1
Police Financial Manager	1
Police Records Manager	1
Police Records Supervisor	1
Police Records Technician I/II	15.75
Police Records Technician III	2
Police Sergeant	4
Police Word Processor I/II	7.50
Police Word Processor III	1
Programmer Analyst	2
Property & Evidence Custodian	1
Public Safety Info Tech Mgr	1

Total 55.50

# RESOLUTIONS

Resolution No. 14,667

Page 9

Emergency Communications		
Communications Training Coordinator		1
Public Safety Communications Manager		1
Public Safety Dispatcher I/II		19
Public Safety Dispatcher III		5
	Total	26
	Police Total	387.50
PUBLIC WORKS ADMINISTRATIVE SERVICES		
Public Works Administration		
Administrative Legal Assistant (C)		1
Administrative Secretary III		2
Public Works Director		1
	Total	4
PUBLIC WORKS CONSTRUCTION AND DESIGN SERVICES		
Engineering Design & Contract Admin		
Design & Construction Services Manager		1
Engineering/Survey Technician I/II		2
Senior Civil Engineer		1
	Total	4
Construction Services - Streets		
Construction Inspector I/II		4
Management Analyst III		.50
Public Works Construction Projects Manager		1
Recycling Manager		.13
Senior Construction Inspector		1
	Total	6.63
Street Maintenance & Repair		
Account Clerk I/II		.15
Administrative Secretary III		1
Administrative Technician		1
Equipment Operator		6
Recycling Manager		.12
Senior Street Maintenance Worker		4
Street Maintenance Worker I/II (or Maintenance Worker Trainee)		7
Streets Manager		1
Traffic Safety Maintenance Worker		2
Traffic Signal Repairer I/II		2
Traffic Signal Technician		1
	Total	25.27
Survey Services		
City Surveyor		1
Engineering/Survey Technician I/II		1
Senior Engineering Technician/Survey Chief		1
	Total	3
PUBLIC WORKS WATER		
Water Procurement		
Account Clerk I/II		.20
Administrative Secretary III		1
Administrative Technician		.33
Management Analyst I/II		.50
Management Analyst III		.34
Public Works Construction Projects Manager		1
Water Resources Manager		.50
	Total	3.87
Water Conservation & Education		
Water Conservation/Outreach Coordinator		1
Water Conservation/Outreach Technician		2
	Total	3
Water Production		
Chief Operator		1
Senior Water Treatment Plant Operator		1
Water Treatment Operator I/II/III		5
	Total	7

# RESOLUTIONS

Resolution No. 14,667

Page 10

Water Distribution	
Chief Operator	.50
Engineer	1
Public Works Construction Projects Manager	1
Recycling Manager	.25
Senior Water Distribution Operator	2
Water Distribution Operator I/II	13
Total	17.75
Water Metering	
Chief Operator	.50
Meter Reader	9
Meter Repair Worker	4
Senior Meter Reader	1
Senior Meter Repair Worker	1
Total	15.50
Water Recycle	
Assistant Civil Engineer	1
Construction & Maintenance Engineer	1
Construction Project Coordinator	1
Junior Civil Engineer	1
Wastewater Mechanic I/II	1
Wastewater Operator I/II	1
Total	6
Water Security & Contamination Prevention	
Water Regulatory Compliance Coordinator	1
Water Regulatory Compliance Coordinator Technician I/II	2
Total	3
PUBLIC WORKS WASTEWATER	
Source Control	
Administrative Secretary I/II	.25
Data Entry Operator I/II	.50
Senior Wastewater Environmental Specialist	1
Source Control Inspector I/II	1
Source Control Technician	.75
Technical Services Manager	1
Wastewater Environmental Specialist	2
Total	6.50
Storm Water Quality Management	
Data Entry Operator I/II	.50
Senior Wastewater Environmental Specialist	1
Source Control Technician	.25
Wastewater Environmental Specialist	2
Total	3.75
Collection System Maintenance and Upgrades	
Account Clerk I/II	.22
Administrative Secretary I/II	.25
Administrative Technician	.17
Electrician/Instrumentation Technician	.30
Management Analyst I/II	.25
Recycling Manager	.13
Senior Civil Engineer	.50
Senior Wastewater Collection Operator	1
Senior Wastewater Mechanic	1
Treatment Plant Electrician	.15
Wastewater Collection Operator I/II	7
Wastewater Collection Supervisor	1
Wastewater Maintenance Manager	.50
Wastewater Maintenance Supervisor	.10
Water Resources Manager	.25
Total	12.82

# RESOLUTIONS

Resolution No. 14,667

Page 11

Laboratory Services	
Chemist	1
Laboratory Assistant	1
Laboratory Supervisor	1
Laboratory Technician	2
	Total 5
Treatment Plant Operations	
Administrative Secretary I/II	.25
Management Analyst III	.33
Power Production Operator I/II	2
Senior Wastewater Operator	4
Wastewater Operations Manager	1
Wastewater Operator I/II	14
Wastewater Operator III	3
	Total 24.58
Treatment Plant Maintenance & Upgrades	
Account Clerk I/II	.23
Administrative Secretary I/II	.25
Administrative Technician	.17
Electrician/Instrumentation Technician	1.70
Groundswoker I/II	1
Instrumentation Technician	1
Management Analyst I/II	.25
Recycling Manager	.12
Senior Civil Engineer	.50
Senior Wastewater Mechanic	1
Transport Operator	1
Treatment Plant Electrician	1.85
Wastewater Maintenance Manager	.50
Wastewater Maintenance Supervisor	.90
Wastewater Mechanic I/II	10
Wastewater Superintendent	1
Water Resources Manager	.25
	Total 21.72
PUBLIC WORKS ENVIRONMENTAL RESOURCES	
Planning	
Account Clerk I/II	.20
Account Clerk III	1
Administrative Secretary III	1
Administrative Technician	1.33
Customer Service Representative I/II	11
Environmental Resources Supervisor	.25
Environmental Resources/MRF Manager	1
Management Analyst III	.83
Office Assistant I/II	1
	Total 17.61
Waste Reduction and Education	
Recycling Manager	.25
Recycling Marketing Manager	1
	Total 1.25
Residential Collection	
Environmental Resources Supervisor	.25
Solid Waste Compliance Specialist	3
Solid Waste Equipment Operator II	24
	Total 27.25
Commercial Collection	
Container Service Worker	2
Environmental Resources Supervisor	1
Maintenance Worker Trainee	8
Solid Waste Compliance Specialist	1
Solid Waste Equipment Operator II	17
	Total 29

# RESOLUTIONS

Resolution No. 14,667

Page 12

Industrial Collection		
Environmental Resources Supervisor	.25	
Solid Waste Equipment Operator II	8	
		Total 8.25
Waste Tip Floor Processing		
Environmental Resources Supervisor	.58	
Equipment Operator	1.50	
MRF Dispatcher	.50	
Sorter	1.50	
		Total 4.08
Material Recovery Facility (MRF) Processing		
Environmental Resources Supervisor	.58	
Equipment Operator	1.50	
MRF Machinery Operator	1.50	
MRF Mechanic	1.50	
Sorter	1.50	
		Total 6.58
Waste Transfer Haul		
Environmental Resources Supervisor	.50	
Equipment Operator	1.50	
MRF Dispatcher	.50	
Solid Waste Transfer Operator	13.00	
Sorter	1.50	
		Total 17.00
Greenwaste Conversion		
Environmental Resources Supervisor	.59	
Equipment Operator	1.50	
MRF Machinery Operator	1.50	
MRF Mechanic	1.50	
Sorter	1.50	
		Total 6.59
	Public Works Total	291
 RECREATION AND COMMUNITY SERVICES		
Recreation Services		
Administrative Secretary III	1	
Administrative Technician	2	
Community Services Manager	1	
Leisure and Recreation Superintendent	1	
Management Analyst I/II	1	
Management Analyst III	.60	
Recreation/Human Services Coordinator	4.50	
Recreation/Human Services Leader III	3.50	
Recreation Supervisor	1.85	
		Total 16.45
Youth Development		
Administrative Secretary I/II	1	
Recreation Supervisor	.15	
		Total 1.15
Senior Services/Special Populations		
Office Assistant I/II	1	
Recreation/Human Services Coordinator	3	
Recreation/Human Services Leader III	3.25	
Recreation Supervisor	1	
		Total 8.25
Performing Arts and Convention Center		
Administrative Secretary III	1	
Community Facilities Manager	1	
Custodian	1	
Event Attendant III	3.50	
Event Coordinator	1	
Senior Custodian	1	
		Total 8.50
	Recreation and Community Services Total	34.35

# RESOLUTIONS

Resolution No. 14,667

Page 13

## MEASURE O

Recreation & Youth & Senior Programming		
Library Aide I/II		.50
	Total	.50
Parks & Open Space		
Groundswoker I/II		4
Senior Groundswoker		1
	Total	5
Public Safety & Gang Prevention/Intervention		
Computer Network Engineer I/II		3
Firefighter		6
Police Officer I/II		16
Police Officer III		1
Police Sergeant		1
	Total	27
	Measure O Total	32.50
	<b>CITY TOTAL</b>	<b>1277.50</b>

PASSED AND ADOPTED on this 24<sup>th</sup> day of June, 2014, by the following vote:

AYES: Councilmembers Flynn, Ramirez, and MacDonald.

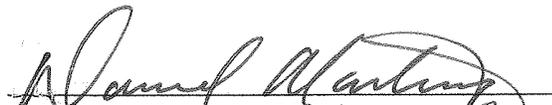
NOES: Councilmembers Padilla and Perello,

ABSENT: None.

ABSTAIN: None.

  
\_\_\_\_\_  
Tim Flynn, Mayor

ATTEST:

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

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Stephen M. Fischer, Interim City Attorney

# RESOLUTIONS

## CITY COUNCIL OF THE CITY OF OXNARD

RESOLUTION NO. 14,668

### A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OXNARD APPROVING CHANGES IN SECTION XII OF THE PERSONNEL RULES AND REGULATIONS

WHEREAS, the City Manager has submitted for the consideration of the City Council of the City of Oxnard an updated Classification and Salary Schedule; and

WHEREAS, the City Council has carefully reviewed the Classification and Salary Schedule submitted by the City Manager and finds that the recommended Classification and Salary Schedule is desirable in the interest of maintaining an efficient municipal organization.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF OXNARD RESOLVES that Section XII of the Personnel Rules and Regulations shall remain in force and effect and is amended as set forth in the attached Classification and Salary Schedule as of July 1, 2014.

PASSED AND ADOPTED on this 24th day of June, 2014, by the following vote:

AYES: Councilmembers Flynn, Ramriez and MacDonald.

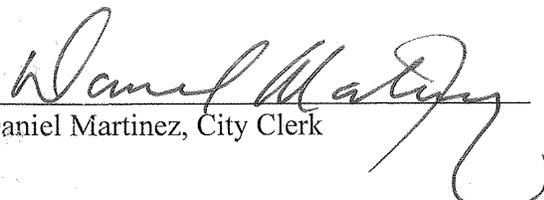
NOES: Councilmembers Padilla and Perello.

ABSENT: None.

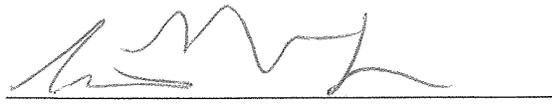
ABSTAIN: None.

  
\_\_\_\_\_  
Tim Flynn, Mayor

ATTEST:

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

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Stephen M. Fischer, Interim City Attorney

# RESOLUTIONS

Resolution No. 14,668  
Page 2

## CITY OF OXNARD CLASSIFICATION AND SALARY SCHEDULE EFFECTIVE JULY 1, 2014

Class Title	Salary Range	Class Title	Salary Range
Account Clerk I	A 14	City Clerk	E 3
Account Clerk II	A 20	City Council Member	Ordinance
Account Clerk III	A 27	City Manager	E 13
Accountant I	A 63	City Surveyor	M 34
Accountant II	A 80	City Treasurer	E 3
Accounting Manager	M 48	Civil Engineer	A 97
Accounting Technician	A 45	Code Compliance Inspector I	B 96.00
Accounting Technician (C)	C 67	Code Compliance Inspector II	B 106.00
Administrative Assistant	A 61	Code Compliance Manager	M 40
Administrative Assistant (C)	C 70	Communications Training Coordinator	P 76
Administrative Legal Assistant (C)	C 70	Community Affairs Manager	M 38
Administrative Legal Secretary I	C 25	Community Facilities Manager	M 48
Administrative Legal Secretary II	C 35	Community Outreach & Production Specialist	M 22
Administrative Legal Secretary III	C 50	Community Service Officer	A 34
Administrative Secretary I	A 12	Community Services Manager	M 29
Administrative Secretary I (Conf)	C 15	Compliance Services Manager	M 29
Administrative Secretary II	A 19	Computer Network Engineer I	A 32
Administrative Secretary II (Conf)	C 30	Computer Network Engineer II	A 49
Administrative Secretary III	A 26	Computer Network Engineer III	A 78
Administrative Secretary III (Conf)	C 40	Computer Operator	A 49
Administrative Services Assistant (C)	C 70	Construction & Maintenance Engineer	M 66
Administrative Technician	A 36	Construction Inspector I	B 104.50
Administrative Technician (C)	C 60	Construction Inspector II	B 114.50
Animal Safety Officer	B 74.00	Construction Project Coordinator	A 61
Assistant City Attorney	M 88	Construction Project Manager	M 29
Assistant City Clerk	M 11	Container Service Worker	B 74.00
Assistant City Manager	E 11	Controller	M 62
Assistant City Treasurer/Revenue Accounting Manager	M 48	Crime Analysis Data Technician	A 34
Assistant Civil Engineer	A 93	Crime Analyst I	A 48
Assistant Fire Chief	P S2	Crime Analyst II	A 64
Assistant Planner	A 69	Crossing Guard	A 00
Assistant Police Chief	P S6	Cultural Arts Supervisor	M 11
Assistant Traffic Design Engineer	A 93	CUPA Coordinator	M 44
Assistant Traffic Engineer	A 93	Custodial Supervisor	M 14
Associate Planner	A 83	Custodian	B 48.00
Associate Traffic Design Engineer	A 97	Customer Service Accounting Technician	A 45
Battalion Chief	P S1	Customer Service Representative I	A 14
Budget Manager	M 62	Customer Service Representative II	A 20
Building Inspector I	B 104.50	Data Entry Operator I	A 14
Building Inspector II	B 114.50	Data Entry Operator II	A 20
Buyer	A 40	Deputy Building Official	M 74
Chemist	A 72	Deputy City Attorney I	M 48
Chief Financial Officer	E 8	Deputy City Attorney II	M 62
Chief Operator	M 32	Deputy City Manager	E 8
City Attorney	E 12	Deputy Housing Director	M 66
		Design & Construction Services Manager	M 83

# RESOLUTIONS

Resolution No. 14,668

Page 3

## CITY OF OXNARD CLASSIFICATION AND SALARY SCHEDULE EFFECTIVE JULY 1, 2014

Class Title	Salary Range	Class Title	Salary Range
Development Services Director	E 9	Geographic Information Systems Technician III	A 78
Development Services Manager	M 87	Graffiti Action Coordinator	B 99.00
Disaster Preparedness Coordinator	M 44	Grants Coordinator	M 36
Drafting/Graphics Technician I	A 41	Grants Specialist I	A 63
Drafting/Graphics Technician II	A 57	Grants Specialist II	A 80
Electrical Inspector	B 126.50	Groundswoker I	B 60.00
Electrician/Instrumentation Technician	B 112.25	Groundswoker II	B 70.00
Emergency Medical Services Coordinator	M 44	Homeless Assistance Program Coordinator	M 29
Employee Relations Coordinator (C)	C 67	Housing Contract Administrator	A 61
Engineer	A 97	Housing Director	E 8
Engineering Technician I	A 41	Housing Engineer	A 89
Engineering Technician I/Survey Crew	A 41	Housing Inspector	B 79.00
Engineering Technician II	A 57	Housing Maintenance Superintendent	M 38
Engineering Technician II/Survey Crew	A 57	Housing Maintenance Supervisor	M 14
Environmental Resources/MRF Manager	M 87	Housing Modernization Superintendent	M 38
Environmental Resources Supervisor	M 19	Housing Program Supervisor	M 29
Equipment Operator	B 79.00	Housing Programs Manager	M 51
Event Attendant III (P)	A 36	Housing Rehabilitation Program Manager	M 38
Event Coordinator	A 46	Housing Specialist I	A 44
Evidence Technician I	A 53	Housing Specialist II	A 59
Evidence Technician II	A 68	Housing Specialist Trainee	A 33
Executive Assistant I	C 80	Human Resources Director	E 8
Executive Assistant II	C 85	Human Resources Manager	M 66
Facilities Maintenance Supervisor	M 19	Human Resources Technician (C)	C 70
Facilities Maintenance Worker I	B 62.00	HVAC Technician	B 89.00
Facilities Maintenance Worker II	B 72.00	Instrumentation Technician	B 112.25
Financial Analyst I	M 14	Junior Civil Engineer	A 85
Financial Analyst II	M 22	Junior Planner	A 52
Financial Analyst III	M 29	Laboratory Assistant	A 40
Financial Services Manager	M 48	Laboratory Supervisor	M 26
Fire Captain	F 124.00	Laboratory Technician	A 56
Fire Chief	E 10	Law Office Manager	M 19
Fire Engineer	F 109.00	Legislative Affairs Manager	M 40
Fire Environmental Specialist I	F 96.00	Leisure and Recreation Superintendent	M 48
Fire Environmental Specialist II	F 109.00	Librarian I	A 47
Fire Inspector	F 109.00	Librarian II	A 62
Firefighter	F 96.00	Librarian III	A 79
Fleet Services Maintenance Worker	B 61.00	Library Aide I	A 15
Fleet Services Manager	M 44	Library Aide II	A 21
Fleet Services Mechanic I	B 99.00	Library Aide III	A 28
Fleet Services Mechanic II	B 104.00	Library Circulation Supervisor	M 14
Fleet Services Mechanic Supervisor	M 16	Library Director	E 6
Fleet Services Operations Manager	M 19	Library Services Supervisor	M 26
Geographic Information Systems Coordinator	M 51	Literacy Coordinator	A 47
Geographic Information Systems Technician I	A 50	Mail Clerk	A 15
Geographic Information Systems Technician II	A 70	Maintenance Carpenter	B 88.00

# RESOLUTIONS

Resolution No. 14,668  
Page 4

## CITY OF OXNARD CLASSIFICATION AND SALARY SCHEDULE EFFECTIVE JULY 1, 2014

Class Title	Salary Range	Class Title	Salary Range
Maintenance Electrician	B 89.00	Police Word Processor III	A 38
Maintenance Plumber	B 88.00	Power Production Operator I	B 85.25
Maintenance Services Manager	M 85	Power Production Operator II	B 95.25
Maintenance Worker Trainee	B 45.00	Principal Planner	M 44
Management Accountant/Auditor	M 29	Programmer Analyst	A 86
Management Analyst I	M 14	Project Manager	M 40
Management Analyst II	M 22	Property & Evidence Custodian	A 68
Management Analyst III	M 29	Public Information Officer	M 38
Mayor	Ordinance	Public Safety Communications Manager	M 66
Meter Reader	B 70.00	Public Safety Dispatcher I	P 49.00
Meter Repair Worker	B 75.00	Public Safety Dispatcher II	P 59.00
Missing Persons Specialist	A 34	Public Safety Dispatcher III	P 76.00
MRF Dispatcher	B 74.00	Public Works Construction Projects Manager	M 38
MRF Machinery Operator	B 79.00	Public Safety Information Technology Manager	M 62
MRF Mechanic	B 89.00	Public Works Director	E 10
Neighborhood Services Coordinator	A 61	Purchasing Clerk	A 20
Network Services Coordinator	M 14	Recreation Supervisor	M 19
Office Assistant I	A 10	Recreation/Human Services Coordinator	A 42
Office Assistant I (Conf)	C 10	Recreation/Human Services Leader III	A 21
Office Assistant II	A 15	Recycling Manager	M 36
Office Assistant II (Conf)	C 20	Recycling/Marketing Manager	M 36
Outreach/Education Specialist	A 61	Redevelopment Project Manager	M 40
Paralegal	C 75	Redevelopment Services Manager	M 74
Parks Maintenance Supervisor	M 14	Rehabilitation Construction Specialist I	B 101.00
Parks Manager	M 44	Rehabilitation Construction Specialist II	B 111.00
Permit Technician	A 55	Rehabilitation Loan Assistant	A 33
Plan Check Engineer	A 97	Rehabilitation Loan Specialist	A 74
Planning & Environmental Services Manager	M 81	Resident Services Assistant	A 59
Plans Examiner I	A 66	Resident Services Coordinator	A 74
Plans Examiner II	A 81	Revenue Collection Technician	A 45
Plumbing & Mechanical Inspector	B 126.50	Safety Specialist (C)	C 72
Police Chief	E 11	Senior Administrative Legal Secretary	C 65
Police Commander	P S5	Senior Administrative Secretary	A 35
Police Financial Manger	M 48	Senior Administrative Secretary (C)	C 55
Police Officer I	P 91.00	Senior Animal Safety Officer	B 84.00
Police Officer II	P 91.00	Senior Benefits Coordinator (C)	C 75
Police Officer III	P 99.00	Senior Civil Engineer	A 99
Police Records Manager	M 40	Senior Code Compliance Inspector	B 116.00
Police Records Supervisor	M 11	Senior Construction Inspector	B 124.50
Police Records Technician I	A 11	Senior Custodian	B 58.00
Police Records Technician II	A 17	Senior Customer Service Representative	A 27
Police Records Technician III	A 24	Senior Engineering Technician	A 76
Police Sergeant	P 106.00	Senior Engineering Technician/Survey Chief	A 76
Police Service Officer	P 72.00	Senior Facilities Maintenance Worker	B 99.00
Police Word Processor I	A 23	Senior Fleet Services Mechanic	B 109.00
Police Word Processor II	A 30	Senior Groundswoker	B 80.00

# RESOLUTIONS

Resolution No. 14,668  
Page 5

## CITY OF OXNARD CLASSIFICATION AND SALARY SCHEDULE EFFECTIVE JULY 1, 2014

Class Title	Salary Range	Class Title	Salary Range
Senior Housing Maintenance Worker	B 92.00	Tree Trimmer II	B 76.00
Senior Housing Specialist	A 74	Victim Services Specialist	A 59
Senior Human Resources Coordinator	C 75	Wastewater Collections Operator I	B 69.00
Senior Meter Reader	B 80.00	Wastewater Collections Operator II	B 79.00
Senior Meter Repair Worker	B 85.00	Wastewater Collections Supervisor	M 14
Senior Planner	M 32	Wastewater Environmental Specialist	B 111.00
Senior Plans Examiner	A 87	Wastewater Maintenance Manager	M 32
Senior Police Service Officer	P 77.00	Wastewater Maintenance Supervisor	M 19
Senior Street Maintenance Worker	B 86.00	Wastewater Mechanic I	B 89.00
Senior Traffic Service Assistant	A 16	Wastewater Mechanic II	B 99.00
Senior Tree Trimmer	B 86.00	Wastewater Operations Manager	M 32
Senior Wastewater Collections Operator	B 86.00	Wastewater Operator I	B 82.00
Senior Wastewater Environmental Specialist	B 116.00	Wastewater Operator II	B 92.00
Senior Wastewater Mechanic	B 104.00	Wastewater Operator III	B 97.00
Senior Wastewater Operator	B 105.25	Wastewater Operator-In-Training	B 67.00
Senior Water Distribution Operator	B 80.00	Wastewater Superintendent	M 66
Senior Water Treatment Operator	B 106.00	Water Conservation/Outreach Coordinator	B 114.50
Sex Registrant Specialist	A 34	Water Conservation/Outreach Technician	B 59.00
Solid Waste Compliance Specialist	B 94.00	Water Distribution Operator I	B 64.00
Solid Waste Equipment Operator II	B 74.00	Water Distribution Operator II	B 74.00
Solid Waste Transfer Operator	B 84.00	Water Regulatory Compliance Coordinator	B 114.50
Sorter	B 48.00	Water Regulatory Compliance Technician I	B 94.00
Source Control Inspector II	B 100.50	Water Regulatory Compliance Technician II	B 104.00
Source Control Technician	B 99.00	Water Resources Manager	M 66
Street Maintenance Worker I	B 59.00	Water Treatment Operator I	B 86.00
Street Maintenance Worker II	B 69.00	Water Treatment Operator II	B 91.00
Streets Manager	M 44	Water Treatment Operator III	B 96.00
Supervising Building Inspector	M 40	Word Processor I	A 23
Supervising Civil Engineer	M 74	Word Processor II	A 30
Systems Administrator	M 62	Word Processor III	A 38
Systems Analyst I	M 29	Workers' Compensation Manager	M 48
Systems Analyst II	M 40	Workers' Compensation Specialist (C)	C 69
Systems Analyst III	M 51		
Technical Services Manager	M 44		
Tire Repairer	B 61.00		
Traffic Engineer	M 59		
Traffic Safety Maintenance Worker	B 69.00		
Traffic Service Assistant I	A 13		
Traffic Service Assistant II	A 18		
Traffic Signal Repairer I	B 79.00		
Traffic Signal Repairer II	B 89.00		
Traffic Signal Technician	B 112.00		
Transport Operator	B 99.00		
Treasury Supervisor	M 11		
Treatment Plant Electrician	B 99.00		
Tree Trimmer I	B 66.00		

## RESOLUTIONS

### CITY COUNCIL OF THE CITY OF OXNARD

#### RESOLUTION NO. 14,669

#### A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OXNARD ESTABLISHING AN APPROPRIATION LIMIT FOR THE FISCAL YEAR 2014-2015

WHEREAS, Government Code section 7900 provides for the implementation of Article XIII B of the California Constitution; and

WHEREAS, Government Code sections 7901 through 7914 provide that each year the City Council shall, by resolution, establish its proceeds of taxes appropriation limit at a regularly scheduled meeting; and

WHEREAS, all documentation used in the determination of the proceeds of taxes appropriation limit has been and will continue to be available to the public from the Chief Financial Officer of the City of Oxnard as required by law; and

WHEREAS, the proceeds of taxes appropriation limit for the fiscal year 2014-2015 is calculated by adjusting the prior fiscal year, 2013-2014; and

WHEREAS, the adjustment factors are:

1. change in the population of the County = 0.79%
2. change in the population of the City = 1.30%
3. change in the per capita income in California = -0.23%; and

WHEREAS, the formula provides that the City can use the greater of either factors 1 or 2, plus factor 3; and

WHEREAS, the City's fiscal year 2014-2015 appropriation limit for proceeds of taxes is determined to be \$285,402,060 using factors 2 and 3.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF OXNARD resolves as follows:

The proceeds of taxes appropriation limit for the fiscal year 2014-2015 is established as \$285,402,060 and the "proceeds of taxes" revenue subject to this limitation is \$108,400,582, an amount well below the established limit. Documentation used in the determination of the proceeds of taxes appropriation limit is available to the public at the City of Oxnard Finance Department, 300 West Third Street, Oxnard, CA 93030.

**RESOLUTIONS**

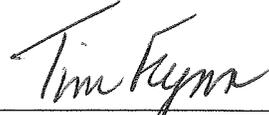
Resolution No. 14,669  
Page 2

PASSED AND ADOPTED on this 24th day of June, 2014, by the following vote:

AYES: Councilmembers Flynn, Ramirez, and MacDonald.

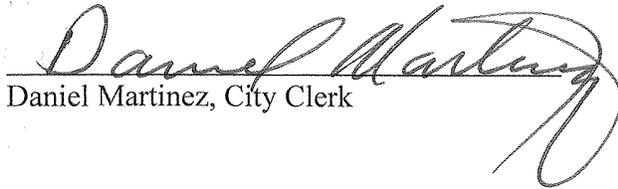
NOES: Councilmembers Padilla and Perello.

ABSENT: None.



\_\_\_\_\_  
Tim Flynn, Mayor

ATTEST:



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

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Stephen M. Fischer, Interim City Attorney

# RESOLUTIONS

## HOUSING AUTHORITY OF THE CITY OF OXNARD

RESOLUTION NO. 1282

### A RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF OXNARD APPROVING THE HOUSING AUTHORITY'S OPERATING AND CAPITAL IMPROVEMENT BUDGETS FOR FISCAL YEAR 2014-2015

WHEREAS, the Executive Secretary submitted for the consideration of the Housing Authority of the City of Oxnard a proposed Operating and Capital Improvement Budget for the City fiscal year 2014-2015; and

WHEREAS, in accordance with law, a public hearing on this budget was duly scheduled, advertised and held and there was an opportunity for all persons to be heard and for their suggestions or objections to be carefully considered.

NOW, THEREFORE, THE HOUSING AUTHORITY OF THE CITY OF OXNARD  
HEREBY RESOLVES AS FOLLOWS:

1. Having reviewed the proposed Operating and Capital Improvement Budget, and the funds included therein for the period of July 1, 2014 through June 30, 2015, the Housing Authority hereby adopts the budget and appropriations for fiscal year 2014-2015 summarized as follows:

<u>Programs</u>	<u>FY 2014-2015 Budget</u>
Public Housing	\$ 7,630,350
Rental Assistance – Section 8	<u>17,599,483</u>
Total Cost	\$25,229,833

2. Staff is directed to ensure that the final adopted budget document containing the Housing Authority's operating budget for fiscal year 2014-2015 shall contain all revisions made by the Housing Authority prior to final budget adoption.

PASSED AND ADOPTED on this 24<sup>th</sup> day of June, 2014, by the following vote:

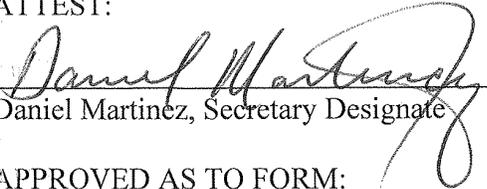
AYES: Commissioners Flynn, Ramirez, MacDonald, and Andrade.

NOES: Commissioners Padilla, Perello and Vega.

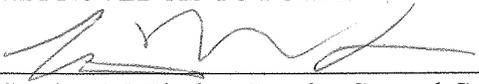
ABSENT: None.

  
\_\_\_\_\_  
Tim Flynn, Chairman

ATTEST:

  
\_\_\_\_\_  
Daniel Martinez, Secretary Designate

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Stephen M. Fischer, Interim General Counsel

# RESOLUTIONS

## CITY COUNCIL OF THE CITY OF OXNARD

### RESOLUTION NO. 14,670

#### A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OXNARD ESTABLISHING FINANCIAL MANAGEMENT POLICIES

WHEREAS, the City Council wishes to establish financial management policies to be followed in the development and implementation of the City budget.

NOW, THEREFORE, the City Council of the City of Oxnard hereby resolves that the following policies will guide the development and implementation of the City's Operating and Capital Improvement Project Budgets.

#### I. BUDGET POLICIES

##### A. Budget Guidelines

1. The City Council will approve a multi-year revenue and expenditure forecast, which will provide parameters for the budget development process.
2. The budget process will include the development of a balanced two-year budget. The two-year budget will include an approach that City Council approves appropriations for a one-year operating budget and capital improvement plan.
3. The budget will be organized in a department/service level format.
4. The budget development process will include the identification and evaluation of policy options for service levels. However, the adopted budget will include only those policy options approved by City Council.

##### B. Appropriation Priorities

1. In evaluating the level of appropriations for department enhancements, or expense reductions, staff will apply the following principles in the priority order given:
  - a. Essential services that provide for the health and safety of residents.
  - b. Adequate ongoing maintenance of facilities and equipment.
  - c. All other services.
2. When reductions in personnel are necessary to reduce expenditures, to the greatest extent possible this will be accomplished through normal attrition.

C. Supplemental Services

The City Council may budget for certain services that may also be provided by other governmental agencies or the private sector. The provision of these services will be based on a demonstrated community need or benefit over time. When appropriate, these services will be supported in whole or in part by user fees.

D. Appropriation Changes

1. Changes to the City Council adopted budget for the fiscal year shall occur as follows:
2. By City Council action for all changes that either increase or decrease fund appropriations adopted in the annual budget appropriation resolution.
3. By the City Manager for appropriation transfers between departments within a fund.
4. By the Department Director for appropriation transfers between programs, as long as funding is available in the department as a whole.

II. CAPITAL IMPROVEMENT PROGRAM POLICIES

A. Capital Planning Period

1. Staff will budget all capital improvements in accordance with an adopted Capital Improvement Project (CIP) Plan.
2. The City's long-range capital planning period will be a minimum of five years, or longer where appropriate.
3. The Five-Year Capital Improvement Project Plan will be reviewed and approved by City Council every other year or as needed based on economic and funding outlooks. City Council will approve appropriations annually. Appropriation changes will be in accordance with Section I.D.
4. The CIP Plan will be in conformance with and support the City's major planning documents: the most current General Plan, project specific plans, and Citywide master plans for related infrastructure improvements.
5. Staff will prepare strategic plans and master plans for major infrastructure and utility improvements with a 10- or 20-year planning horizon when appropriate.

## B. Capital Project Priorities

1. Staff will evaluate and prioritize each proposed capital project against the following criteria:
  - a. Linkage with community needs as identified in the City's major planning documents.
  - b. Cost/benefit analysis identifying all financial and community impacts of the project.
  - c. Identification of available funding resources.
2. Staff will develop the CIP Plan with funding priorities in the following order:
  - a. Projects that maintain and preserve existing facilities.
  - b. Projects that replace existing facilities which no longer meet the needs of the community or that can no longer be maintained cost effectively.
  - c. Projects that provide new and expanded services to the community.

## C. Capital Project Management

1. Capital projects will be managed in a phased approach. The project phases will become a framework for appropriate decision points and reporting. The phasing will consist of:
  - a. Conceptual/schematic proposal
  - b. Preliminary design and cost estimate
  - c. Engineering and final design
  - d. Bid administration
  - e. Acquisition/construction
  - f. Project closeout
2. Each capital improvement project will have a project manager who will prepare the project proposal, ensure that required phases are completed on schedule, authorize payment of expenditures approved as required by the City's Purchasing Manual, ensure that all regulations and laws are observed, periodically report project status, track project expenditures and perform the project closeout according to current procedures.

III. REVENUE POLICIES

A. Maintenance of Revenues

1. The City Council will attempt to maintain a diversified and stable revenue base to shelter the City from short-term fluctuations in any one revenue source.
2. The City Council will promote an increase in the City's revenue base through economic development programs that maintain and enhance a vigorous local economy.
3. The City Council will seek to supplement the City's revenue base through the identification of and application for State and federal grant funds, which will support identified needs.

B. User Fees and Rates

1. The City Council will attempt to recover the costs of services providing a private benefit to users through the imposition of user fees and charges.
2. The City Council will establish all user fees and charges at a level related to the direct and indirect costs of providing services and the degree of public versus private benefit.
3. Staff will recalculate annually the full costs of activities supported by user fees and rates to identify the impact of inflation and other cost increases.
4. The City Council will set fees and user rates for each enterprise fund (e.g., water, wastewater, solid waste) at a level that fully supports the total direct and indirect costs of the activity.

C. Revenue Collection

1. Staff will take all cost-effective actions available to collect revenues.
2. Staff will grant use fee waivers and debt forgiveness under the following conditions:
  - a. All requests will be approved or disapproved by the City Council on a case-by-case basis.
  - b. Each request will be considered and City Council action will be by resolution.

- c. All categorical fee waivers will be subject to a sunset provision as determined by the City Council.

3. Staff will not grant development and permit fee waivers.

D. Interest Earnings

1. Staff will assign interest earnings to the appropriate fund based on available cash balances.
2. Investment policies will be reviewed annually by the Investment Review Committee and the City Council.

IV. FUND BALANCE POLICY

This Fund Balance Policy establishes the procedures for reporting unrestricted fund balance in the General Fund financial statements. Certain commitments and assignments of fund balance will help ensure that there will be adequate financial resources to protect the City against unforeseen circumstances and events such as revenue shortfalls and unanticipated expenditures. The policy also authorizes and directs the Chief Financial Officer to prepare financial reports which categorize fund balance in accordance with Governmental Accounting Standards Board (GASB) Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions.

A. Procedures

Fund balance is essentially the difference between the assets and liabilities reported in a governmental fund. There are five separate components of fund balance, each of which identifies the extent to which the City is bound to honor constraints on the specific purposes for which amounts can be spent.

- Nonspendable fund balance
- Restricted fund balance
- Committed fund balance
- Assigned fund balance
- Unassigned fund balance

The first two components listed above are not addressed in this policy due to the nature of their restrictions. An example of nonspendable fund balance is a prepaid item. Restricted fund balance is either imposed by law or constrained by grantors, contributors, or laws or regulations of other governments. This policy is focused on financial reporting of unrestricted fund balance, or the last three components listed above. These three components are further defined below.

B. Committed Fund Balance

The City Council, as the City's highest level of decision-making authority, may commit fund balance for specific purposes pursuant to constraints imposed by formal actions taken, such as ordinance or resolution. These committed amounts cannot be used for any other purposes unless the City Council removes or changes the specified use by taking the same type of action it employed to commit those amounts. City Council action to commit fund balance should occur within the fiscal reporting period; however the amount can be determined in the subsequent period.

C. Assigned Fund Balance

1. Amounts that are constrained by the City's intent to be used for specific purposes, but are neither restricted nor committed, should be reported as assigned fund balance.
2. This policy hereby designates the authority to assign amounts to be used for specific purposes to the Chief Financial Officer for the purpose of reporting these amounts in the annual financial statements.

D. Unassigned Fund Balance

These are residual positive net resources of the general fund in excess of what can be properly classified in one of the other four categories.

V. RESERVE POLICIES

- A. Adequate reserves will be maintained for all known liabilities, including payable employee leave balances, workers' compensation, and self-insured retention limits.
- B. The City Council will endeavor to maintain an operating reserve equal to 18 percent of the General Fund operating budget. The operating reserve shall be available to: cover cash flow requirements; meet unanticipated revenue shortfalls; take advantage of unexpected opportunities; invest in projects with a rapid payback; ensure against physical or natural disasters; and provide interest earnings.
- C. The City Council will endeavor to maintain operating reserves in the Water and Wastewater Utility Enterprise Funds equal to 25 percent of the operating budgets, and reserves in the Solid Waste Enterprise Fund equal to 9 percent of the operating budget.

Resolution No. 14,670

Page 7

## VI. DEBT POLICIES

### A. Use of Debt

1. Any tax and revenue anticipation borrowing will be consistent with State and federal laws and regulations.
2. The City Council will review the issuance of long-term debt only for:
  - a. Construction and acquisition of land, capital improvements, or equipment when the useful life of the asset is equal to or greater than the term of the debt.
  - b. The creation of contractually-required reserves.
  - c. The payment of judicial awards or settlements or the establishment of actuarial reserves to pay such awards.
3. Debt financing will not be appropriate for current operating or maintenance expenses or for any recurring purposes.

### B. Conditions of Use

1. The City Council will use long-term debt to finance a major equipment acquisition, a capital project, or reserve only if a cost/benefit analysis establishes that the financial and community benefits of the financing exceed the costs.
2. Benefits can include, but are not limited to, the following:
  - a. Present value benefit: The current cost plus the financing cost is less than the future cost of the project or acquisition.
  - b. Maintenance value benefit: The financing cost is less than the maintenance cost of deferring the project or acquisition.
  - c. Equity benefit: Financing provides a method of spreading the cost of a project or acquisition back to the users of the project or acquisition over time.
  - d. Community benefit: Debt financing of the project or acquisition enables the City Council to meet an immediate community need.
3. Debt financing will be used only when project revenues or other identified revenue sources are sufficient to service the debt.
4. The City Council by resolution will periodically establish industry standard bond debt ratios to assess maximum debt carrying capacity and will apply these ratios to each proposed debt.

5. When the City obtains debt financing on behalf of or benefiting a third party (as with assessment districts) such debt will be issued in conformance with existing City Council priorities and policies without contingent liability of the City and with all costs of issuance and administration fully reimbursed by the third party.

C. Methods

1. Staff will retain the following contract advisors for the issuance of debt:
  - a. Bond Counsel - To be selected by RFP periodically.
  - b. Special Counsel - To be selected by RFP periodically to protect the City's interest in complex negotiations and document review.
  - c. Financial Advisor - To be selected by RFP periodically to assist the City in assessing financing opportunities and options, selection of underwriters, preparation of all required financing documents, and other financial advisory assistance as required.
  - d. Underwriters - To be selected periodically by RFP for negotiated financings. For bond issues that are competitively bid, underwriter will be selected on the basis of lowest true interest cost (TIC).
2. The City Council's preference is to issue fixed-rate long-term debt with level debt service, but variable rate debt or other debt service structure may be considered if an economic advantage is identified for a particular project.
3. Bond proceeds will be held by an independent bank acting as trustee or fiscal agent.
4. The City Council's bond rating objective for the City for all debt issues is a Standard & Poor's rating of AA. Credit enhancements will be used to achieve higher ratings when there is an economic benefit.

VII. ACCOUNTING POLICIES

A. Accounting Standards

1. The City's accounting systems and procedures will comply with the Generally Accepted Accounting Principles (GAAP) and standards promulgated by the Financial Accounting Standards Board (FASB) and the Governmental Accounting Standards Board (GASB) to the extent necessary to achieve an unqualified audit opinion and adequate internal controls.

Resolution No. 14,670

Page 9

2. The City will adopt the Historical Cost method of fixed asset reporting to comply with GASB and the capitalization policy will be \$5,000 or more.
3. Staff will prepare regular monthly, quarterly, and annual financial reports to present a summary of financial performance and position.
4. Staff will provide full disclosure in the annual financial statements and bond representations.
5. The City's budgetary system will be integrated and compatible with the accounting system.

B. Independent Auditor

1. The City will retain an independent certified auditing firm to annually conduct an audit of the financial records in accordance with all State and federal requirements.
2. The selection of the City's audit firm will be by an RFP submitted to a limited number of qualified audit firms with recognized credentials in municipal auditing.
3. In order to promote continuity in the audit process, the engagement of the audit firm will be for a minimum period of three years. Such three-year engagement may be extended on an annual basis at the option of the City Manager.

VIII. RISK MANAGEMENT POLICIES

- A. The City will maintain a risk management program for public liability, workers' compensation, and loss of property exposures. This program will emphasize avoidance of risk, whenever possible, funding for losses which cannot be avoided, and transfer of risk to third parties whenever appropriate.
- B. The risk management process will include the systematic and continuous identification of loss perils and exposures, the analysis of these perils and exposures in terms of frequency and severity probabilities, the application of sound risk control procedures and the financing of risk consistent with the City's financial resources.
- C. If the loss potential in dollars for a particular risk is substantial and cannot be absorbed within the City's annual operating budget, the staff will develop and maintain a program of purchased insurance, funded self-insurance, or debt.
- D. Staff will endeavor to promptly settle justified claims but will vigorously defend claims which are doubtful, frivolous, or unsupported.

## RESOLUTIONS

Resolution No. 14,670

Page 10

- E. Staff will maintain separate self-insurance funds to identify and segregate the financial resources necessary to cover insurance premiums and self-insured retentions.
1. Revenues into the insurance funds will be generated by charges to operating programs allocated to reflect loss experience.
  2. Resources will be established at the end of each year to fund liability for open claims, incurred but not reported claims, and a catastrophic loss reserve as periodically recommended by an independent actuarial consultant, or as authorized for GAAP.
- F. To assist in the overall administration of the risk management program, the City Council will utilize the following consultants:
1. Claims adjuster for workers' compensation and public liability/property damage.
  2. Claims auditor, actuarial consultant, and risk management program auditor.
  3. Insurance broker of record.

PASSED AND ADOPTED on this 24th day of June, 2014, by the following vote:

AYES: Councilmembers Flynn, Ramirez and MacDonald.

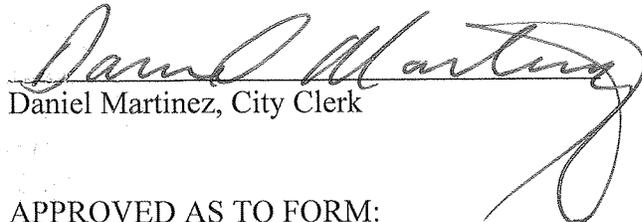
NOES: Councilmembers Padilla and Perello.

ABSENT: None.



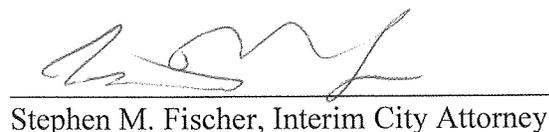
Tim Flynn, Mayor

ATTEST:



Daniel Martinez, City Clerk

APPROVED AS TO FORM:



Stephen M. Fischer, Interim City Attorney

# **CAPITAL IMPROVEMENT PLAN**



**CAPITAL IMPROVEMENT BUDGET**

The Capital Improvement Budget consists of the 2<sup>nd</sup> year of the Five-Year Capital Improvement Program (CIP) after adjustments based on project implementation. Because many of the projects funded in FY 2013-14 will be carried over into the new fiscal year, only limited additional funding is recommended. The original five-year CIP included financing from new bond issuance, which are not anticipated until FY 2015-16 based on project implementation.

The CIP categorizes and lists the major public improvements to the City’s infrastructure over the next years. In general, the CIP includes new projects and upgrades to existing facilities that cost more than \$100,000. City policies call for the development of a CIP for City Council review and approval every other year or as needed based on economic and funding outlooks. The CIP is prepared in conformance with and supports the City’s major planning documents: the most current General Plan, project specific plans, and City-wide master plans for related infrastructure improvements. In addition, priority is given to projects which maintain and preserve existing facilities or replace existing facilities which can no longer be maintained.

A capital improvement project is defined as any major expenditure for capital assets with an estimated cost in excess of \$100,000 and a useful life of five years or more such as:

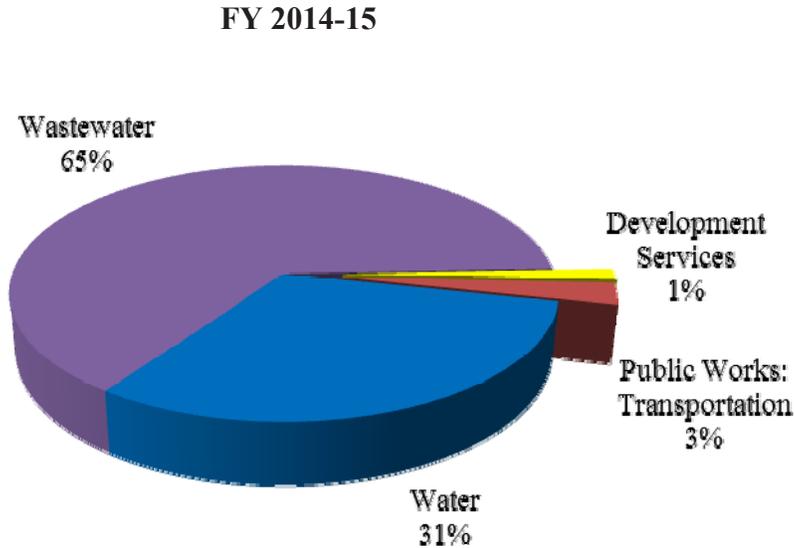
- Costs for acquisition of land or interests in land
- Construction of buildings or other such structures including additions, major alterations or rehabilitation
- Construction or reconstruction of streets or utility lines
- Acquisition and/or installation of fixed equipment
- Studies requiring the employment of outside professional consultants which are expected to directly result in the acquisition of capital items
- Landscaping and design work relating directly to an individual project

The recommended Capital Improvement Budget is \$4.0 million in FY 2014-15 as follows:

<b>Department/Program</b>	<b>FY 2014-15</b>
Development Services	\$ 50,000
Public Works: Transportation	110,000
Water	1,250,000
Wastewater	2,585,000
<b>Total</b>	<b>\$ 3,995,000</b>

## CAPITAL IMPROVEMENT PLAN

As shown in the following graph, 96% of the recommended budget for FY 2014-15 is in Utility Programs. Development Services and Transportation funding is for planning activities.



The recommended Capital Improvement Budget is funded as follows:

<b>Funding Source</b>	<b>FY 2014-15</b>
Circulation Fees	\$ 50,000
Gas Tax	110,000
Storm Drain Facility Fee	260,000
Water Reserve Funds	1,250,000
Wastewater Reserves/Bonds	2,325,000
<b>Total</b>	<b><u>\$ 3,995,000</u></b>

The recommended capital improvement budget is limited by the available funding. As a result, only the most critical projects that are eligible to use those funding sources are recommended.

**Development Services** includes continued preliminary engineering for the Camino Del Sol Extension and Railroad Crossing using Circulation System Fees.

**Transportation** includes master planning for pavement management.

**Water** is focused on master planning and upgrades to maintenance management systems.

**Wastewater** is focused on master planning and upgrades to maintenance management systems.

## CAPITAL IMPROVEMENT PLAN

The projects recommended for funding in FY 2014-15 are listed below.

Department/Division	Project Title	FY 2014-15
Development Services	Camino Del Sol Extension and Railroad Crossing	\$ 50,000
	Sub-total	\$ 50,000
Public Works: Transportation	Master Plan Pavement Management	110,000
	Sub-total	\$ 110,000
Water: Procurement	Computerized Maint Mgmt Sys & Customer Svc Upgrade	250,000
	Sub-total	\$ 250,000
Water: Production	Water Master Plan Update	700,000
	Recycle Water Master Plan Update	300,000
	Sub-total	\$ 1,000,000
Wastewater: Collection System	Wastewater Collection System Flow Monitoring	200,000
	Wastewater Master Plan Update	540,000
	Sub-total	\$ 740,000
Wastewater: Storm Water Quality	Master Plan Storm Drain	260,000
	Sub-total	\$ 260,000
Wastewater: Treatment Plant	WWTP Mnt Bldg Kitchen, Restrooms & Locker Rm Rehab	200,000
	Computerized Maint Mgmt Sys & Customer Svc Upgrade	125,000
	Wastewater Master Plan Update	1,260,000
	Sub-total	\$ 1,585,000
<b>Total</b>		<b><u>\$ 3,995,000</u></b>