



Meeting Date: 7/11/06

ACTION	TYPE OF ITEM
<input type="checkbox"/> Approved Recommendation	<input type="checkbox"/> Info/Consent
<input type="checkbox"/> Ord. No(s). _____	<input checked="" type="checkbox"/> Report
<input type="checkbox"/> Res. No(s). _____	<input type="checkbox"/> Public Hearing
<input type="checkbox"/> Other _____	<input type="checkbox"/> Other _____

Prepared By: Grace Magistrale Hoffman *smh* Agenda Item No. 0-2  
 Reviewed By: City Manager *[Signature]* City Attorney *[Signature]* Finance *[Signature]* Other (Specify) \_\_\_\_\_

**DATE:** July 3, 2006  
**TO:** City Council  
 Community Development Commission  
 Housing Authority  
**FROM:** Grace Magistrale Hoffman, Deputy City Manager  
**SUBJECT:** Adoption of the Fiscal Year 2006-2007 City, Community Development Commission, and Housing Authority Operating and Capital Improvement Budgets, and Appropriation Limit

**RECOMMENDATION**

1. That City Council adopt resolutions: (a) approving the City's Operating and Capital Improvement Budgets for FY 2006-2007; (b) authorizing full-time equivalent positions in the City effective July 1, 2006; (c) authorizing the Classification and Salary Schedule effective July 1, 2006; (d) establishing the appropriation limit for FY 2006-2007; and (e) establishing FY 2006-2007 Financial Management Policies.
2. That the Community Development Commission adopt a resolution approving the Community Development Commission's Operating and Capital Improvement Budgets for FY 2006-2007.
3. That the Housing Authority adopt a resolution approving the Housing Authority's Operating Budget for FY 2006-2007.
4. Approve and authorize the Mayor to execute two financial agreements providing for interfund loans between the Quimby Fund and Wastewater Fund to the Capital Improvement Fund in the sum of \$600,000 each for development of College Park.

**DISCUSSION**

The Recommended Midterm Budget has been developed in accordance with the financial direction provided by the City Council during the two FY 2006-2007 Budget Study Sessions on May 16, and June 6, 2006. The Recommended Midterm Budget makes substantial progress toward the priorities discussed at the City Council Workshop held on January 21 and 22, 2005, and February 3 and 4, 2006.

The Budget Executive Summary (Attachment #1) provides information and supporting documentation on the FY 2006-2007 Budget.

**Recommended Actions by the City Council**

1. Budget Approval Resolution (Attachment #2) The proposed budget resolution for FY 2006-2007 includes the appropriations recommended for approval by Council for each fund and department.

For FY 2006-2007, the projected General Fund revenues and resources are \$109,934,000, with recommended General Fund appropriations at \$109,934,000. As part of revenues and resources amount, it is recommended that \$1,182,275 from the General Fund Operating Reserve be used for one-time service level options. In addition, the Recommended Midterm Budget includes the complete use of the Public Employment Retirement System (PERS) reserve that was collected by the City over the last several years to help offset increased rates (which the City is now experiencing). The amount recommended for use in FY 2006-2007 is \$2,004,255 (approximately \$857,000 was used in FY 2004-2005, and \$1,862, 935 in FY 2005-2006).

The amounts in the Recommended Midterm Budget include adjustments for ongoing service level options, one-time service level options, and 100 percent revenue offset service level options, summarized as follows:

	<u>FY 2006-2007</u>
Ongoing General Fund Service Level Options	\$1,398,168
One-Time General Fund Service Level Options	2,316,368
Revenue Offset General Fund Service Level Options	<u>157,500</u>
FY 2006-2007 Total Recommended	<u>\$3,872,036</u>

2. Authorized Position Resolution and City Classification and Salary Schedule (Attachment #3 and #4) The Authorized Position Resolution establishes the number of positions (full-time equivalents) authorized by Council in each department. The City Classification and Salary Schedule establishes the type and kind of classification and appropriate salary range for each position.
3. FY 2006-2007 Appropriation Limit (Attachment #5) Government Code Sections 7901 through 7914 require each local jurisdiction to establish the maximum proceeds from taxes that can be appropriated in the budget that year. Based upon the population growth formula and the change in nonresidential construction specified by the Code, the appropriation limit for Oxnard for FY 2006-2007 is \$155,966,438. The City will be substantially below this limit next year: the actual proceeds of taxes subject to this limit for Oxnard total \$75,459,696.

4. Financial Management Policies (Attachment #6) The Council initially adopted the Financial Management Policies on February 7, 1989. These policies are reviewed and updated each year, to guide staff and the Council in the development and implementation of the budget. These changes include the update to guidelines to serve for the FY 2006-2007 budget.

#### **Recommend Actions by the Community Development Commission**

Budget Approval Resolution (Attachment #7) The proposed budget resolution for FY 2006-2007 includes appropriations recommended for approval by the Community Development Commission for administration and each project area.

#### **Recommended Actions by the Board of Commissioners of the Housing Authority**

Budget Approval Resolution (Attachment #8) The proposed budget resolution for FY 2006-2007 includes appropriations recommended for approval by the Board of Commissioners of the Housing Authority for the Housing Department.

#### **Recommended Actions for the Capital Improvement Plan**

Financial Agreements (Attachment #9 and Attachment #10) The proposed Capital Improvement Plan includes funding of \$1,200,000 for the design of a portion of College Park. The financial agreements to be executed will loan \$600,000 from the Quimby Fund, and \$600,000 from the Wastewater Fund for design and engineering services. College Park is a 75-acre regional park on the southeast corner of Rose Avenue and Channel Islands Boulevard.

- Attachment #1 - Executive Budget Summary  
#2 - Resolution Approving FY 2006-2007 City Operating and Capital Budgets  
#3 - Resolution Authorizing Employee Positions  
#4 - Resolution Authorizing Classification and Salary Schedule  
#5 - Resolution Establishing Appropriation Limit  
#6 - Resolution Establishing Financial Management Policies  
#7 - Resolution Approving Community Development Commission Budget  
#8 - Resolution Approving Housing Authority Budget  
#9 - Financial Agreement Regarding Quimby Fund  
#10 - Financial Agreement Regarding Wastewater Fund



EDMUND F. SOTELO  
City Manager

CITY MANAGER'S OFFICE

305 West Third Street • Oxnard, CA 93030 • (805) 385-7430 • Fax (805) 385-7595

June 26, 2006

**TO:** Mayor and City Councilmembers  
Housing Authority Commissioners  
Community Development Commission Members

**FROM:** Edmund F. Sotelo, City Manager

**SUBJECT:** *Recommended Midterm Operating and Capital Improvement Project Budget for FY 2006-2007*

The Budget Team and all City staff involved with the budget process are pleased to present the FY 2006-2007 Recommended Midterm Budget to the City Council. The Recommended Midterm Budget has been developed in accordance with the financial direction provided by the City Council during the two FY 2006-2007 Budget Study Sessions on May 16, and June 6, 2006. The Recommended Midterm Budget makes substantial progress toward the priorities discussed at the City Council Workshop held on January 21 and 22, 2005, and February 3 and 4, 2006.

**Priorities of the FY 2006-2007 Budget**

On January 21 and 22, 2005, and February 3 and 4, 2006, the City Council conducted a workshop that established a vision for the City. Based on Council direction, the key strategic initiatives to support the vision are the major focus and emphasis of staff and are included in the City's departmental objectives. The vision of the City Council is a simple but compelling statement:

“The City of Oxnard will have clean, safe, prosperous and attractive neighborhoods with open, transparent government.”

For FY 2006-2007, the projected General Fund revenues and resources are \$109,934,000, with recommended General Fund appropriations at \$109,934,000. As part of revenues and resources amount, it is recommended that \$1,182,275 from the General Fund Operating Reserve be used for one-time service level options. In addition, the Recommended Midterm Budget includes the complete use of the Public Employment Retirement System (PERS) reserve that was collected by the City over the last several years to help offset increased rates (which the City is now experiencing). The amount recommended for use in FY 2006-2007 is \$2,004,255 (approximately \$857,000 was used in FY 2004-2005, and \$1,862, 935 in FY 2005-2006).

The amounts in the Recommended Midterm Budget include adjustments for ongoing service level options, one-time service level options, and 100 percent revenue offset service level options, summarized as follows:

	<u>FY 2006-2007</u>
Ongoing General Fund Service Level Options	\$1,398,168
One-Time General Fund Service Level Options	2,316,368
Revenue Offset General Fund Service Level Options	<u>157,500</u>
FY 2006-2007 Total Recommended	<u>\$3,872,036</u>

Additionally, specific information on each of these proposals can be found on the “Requested Service Level Options and Adjustments” summary in the Summary Information section of the FY 2006-2007 Recommended Midterm Budget.

**Discussion of General Fund Operating Reserve**

The operating reserve policy states “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.”

The City’s General Fund recommended operating budget is \$109,934,000 for FY 2006-2007; and 18 percent of \$109,934,000 is \$19,788,120. The recommendations contained in the Midterm Budget will bring the General Fund Operating Reserve to an estimated 16 percent of the operating budget. The \$19,788,120 has increased by \$978,096 from the FY 2005-2006 amount of \$18,810,024. This is because the operating budget from which the 18 percent calculation is made has risen from \$104,500,135 to \$109,934,000. Based on end-of-the-year projections for the City’s General Fund, the following is an account of the estimated General Fund Operating Reserve:

\$ 23,398,425	General Fund Operating Reserve as of June 30, 2005 (Audited)
(4,201,090)	Amount for Encumbrances and Reserves
(521,935)	Net Amount Appropriated During FY 2005-2006
\$ 18,675,400	Amount Remaining
(1,182,275)	Amount Needed for FY 2006-2007 Recommended Service Level Options
\$ 17,493,125	Estimated General Fund Operating Reserve (equals approximately 16%)

### **Key Highlights of the Budget**

The Recommended Midterm Budget contains the following key elements:

- The most significant accomplishment of the FY 2006-2007 Recommended Midterm Budget is the resolution of the City's structural funding issues. During the Budget Study Sessions held in Spring 2005, it became apparent that three departments had ongoing funding issues. Staff is recommending that \$3,725,000 be added to the following departments to address and "fix" the structural problem.

The Police Department's budget will be increased by \$1,725,000; the Parks Division's budget will be increased by \$1,500,000; and the Fire Department's budget will be increased by \$500,000 for a total of \$3,725,000. Staff will closely monitor the expenditures of all departments on a quarterly basis.

- Staff has modified the methodology for reserving the salary adjustment reserve. In the future, staff will bring individual recommendations to the City Council based on negotiated memorandums of understanding.
- The "Requested Service Level Options and Adjustments" summary is provided in color with the FY 2006-2007 Recommended Midterm Budget. Although a legend is provided in the upper left-hand corner of the Summary, an explanation and definition of the colors is helpful. The service level options (SLO) shown in yellow are the SLOs that were originally recommended in the second year of the two-year budget. The SLOs shown in purple were recommended in the original Midyear Budget Report; later, most of these were presented to the City Council in separate departmental agenda reports. The SLOs shown in tan were also recommended in the Midyear Budget Report; staff recommended that these be held and evaluated with the Midterm Budget. The SLOs shown in green were brought forward by departments during the development of the FY 2006-2007 budget. Staff is presenting the service level options in order to better track the timeframe in which they were originated, and when they were introduced.

### **Capital Improvement Plan**

The total recommended Capital Improvement Plan for FY 2006-2007 is \$24,401,523. The FY 2005-2006 Capital Improvement Budget is scheduled for review by the Parks and Recreation Commission on June 28, 2006, and by the City Planning Commission on July 6, 2006. The Capital Improvement Plan is explained in detail in this document.

**Conclusion**

The FY 2006-2007 Recommended Midterm Budget includes an all-encompassing workplan for the City of Oxnard based on the City Council's vision of "clean, safe, prosperous and attractive neighborhoods with open, transparent government." The FY 2006-2007 Budget is a challenging one since desirable service level options far outweigh the available resources. However, the recommendations contained in the Midterm Budget put 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 and objectives. The Recommended Midterm Operating and Capital Improvement Budget has been prepared through the efforts of employees throughout the City. Staff is hopeful that it meets with your approval.



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Edmund F. Sotelo  
City Manager

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**GENERAL FUND EXPENDITURES  
(EXCLUDING MULTI-YEAR GRANTS)**

<b>Departmental</b>	<b>2002-2003 Actual</b>	<b>2003-2004 Actual</b>	<b>2004-2005 Actual</b>	<b>2005-2006 Budget</b>	<b>2005-2006 Revised</b>	<b>2006-2007 Recommended</b>
City Attorney	\$ 1,139,402	\$ 1,451,302	\$ 1,447,966	\$ 1,556,251	\$ 1,679,572	\$ 1,629,268
City Clerk	349,258	352,148	405,083	431,315	444,022	489,039
City Council	218,425	230,988	282,575	354,880	356,162	361,979
City Manager	1,254,524	1,331,273	1,514,851	1,797,647	1,844,431	1,958,745
City Treasurer	465,955	492,023	544,557	585,058	596,284	600,654
Community Development	617,965	646,118	740,562	791,564	3,593,041	806,935
Development Services	4,057,385	4,270,109	4,557,812	5,506,139	6,434,714	5,880,477
Finance	3,263,065	3,387,322	3,680,774	3,933,206	4,070,864	4,085,999
Fire	10,624,343	11,147,784	12,105,060	10,593,877	11,947,443	12,917,150
Housing	145,281	162,258	169,060	221,246	228,233	230,811
Human Resources	807,879	843,627	977,932	1,065,230	1,117,048	1,107,888
Library	3,351,440	3,818,769	4,071,140	4,409,872	4,475,331	4,678,829
Police	31,226,508	35,115,208	38,991,180	39,746,151	42,714,607	45,356,593
Public Works	9,059,024	10,243,871	12,306,384	11,719,260	12,291,982	13,691,458
Recreation and Community Services	3,420,250	3,585,591	4,273,097	4,782,988	5,168,258	5,046,570
<b>SUBTOTAL</b>	<b>\$70,000,704</b>	<b>\$77,078,391</b>	<b>\$86,068,033</b>	<b>\$87,494,684</b>	<b>\$96,961,992</b>	<b>\$98,842,395</b>
<b><u>Non-Departmental</u></b>						
General Non-Departmental	2,218,788	2,263,348	2,753,380	6,088,314	3,000,496	4,892,932
Designated Reserves & Transfers	4,421,563	4,886,340	3,638,836	6,155,203	3,176,512	3,238,921
General Debt Service	1,573,506	2,005,006	2,863,717	1,718,232	2,902,452	1,992,532
Non-Recurring	-0-	-0-	-0-	1,859,482	1,859,482	-0-
<b>SUBTOTAL</b>	<b>\$ 8,213,857</b>	<b>\$ 9,154,694</b>	<b>\$ 9,255,933</b>	<b>\$ 15,821,231</b>	<b>\$ 10,938,942</b>	<b>\$ 10,124,385</b>
<b><u>Capital Improvements</u></b>	<b>3,400,872</b>	<b>2,243,291</b>	<b>6,581,247</b>	<b>1,184,220</b>	<b>1,358,720</b>	<b>967,220</b>
<b>TOTAL GENERAL FUND</b>	<b>\$81,615,433</b>	<b>\$88,476,376</b>	<b>\$101,905,213</b>	<b>\$104,500,135</b>	<b>\$109,259,654</b>	<b>\$109,934,000</b>

**GENERAL FUND REVENUE AND OTHER RESOURCES  
(EXCLUDING MULTI-YEAR GRANTS)**

<u>Source</u>	<u>2002-2003 Actual</u>	<u>2003-2004 Actual</u>	<u>2004-2005 Actual</u>	<u>2005-2006 Budget</u>	<u>2005-2006 Revised</u>	<u>2006-2007 Recommended</u>	<u>Percent Change</u>
<b>Non-Departmental Revenues</b>							
<b>General City Revenues</b>							
Secured Property Tax	13,887,322	15,691,706	16,500,000	19,695,000	19,695,000	21,323,000	8.3%
Unsecured Property Tax	513,634	419,293	551,000	655,000	655,000	668,000	2.0%
Delinquent Property Tax	313,481	344,390	258,000	388,000	388,000	404,000	4.1%
Supplemental Property Tax	685,087	754,660	900,000	1,143,000	1,143,000	1,211,800	6.0%
Property In-Lieu of VLF	0	0	8,044,000	10,500,000	10,500,000	12,630,000	20.3%
ERAF Refund	0	0	0	(1,950,000)	(1,950,000)	0	-100.0%
Sales Tax	20,775,896	22,772,358	22,849,107	24,620,000	24,620,000	26,535,000	7.8%
Transient Occupancy Tax	2,247,831	2,222,553	2,282,801	2,509,000	2,509,000	3,000,000	19.6%
Franchise Fees	2,742,600	3,628,461	4,460,000	4,872,700	4,872,700	4,595,000	-5.7%
Business License Fees	3,366,003	4,386,244	3,608,547	5,085,000	5,085,000	4,550,000	-10.5%
Deed Transfer Tax	849,413	1,159,215	750,000	1,142,500	1,142,500	1,210,000	5.9%
Interest/Penalties on Delinquent Property Tax	267,862	234,524	250,000	238,500	238,500	246,100	3.2%
Entertainment Permits	18,761	21,560	10,000	12,000	12,000	13,000	8.3%
Other Licenses and Permits	16,358	16,894	17,000	17,500	17,500	18,500	5.7%
Homeowners Property Tax Relief	223,242	233,903	360,000	265,000	265,000	285,000	7.5%
Motor Vehicle In-Lieu of Tax	10,383,004	8,406,097	4,452,000	2,510,900	2,510,900	1,161,500	-53.7%
Off Highway In-Lieu of Tax	4,808	9,235	4,000	9,300	9,300	9,500	2.2%
Street Cut Fees	10,859	5,462	12,000	12,000	12,000	13,000	8.3%
Tipping Fees	110,000	110,000	110,000	110,000	110,000	110,000	0.0%
Non-Traffic Court Fines	418,089	505,401	275,000	607,500	607,500	645,000	6.2%
State Mandated Cost Reimbursements	0	21	0	75,000	75,000	80,000	6.7%
Public Safety Augmentation	939,368	1,030,169	963,800	1,215,800	1,215,800	1,264,500	4.0%
Rental of Land, Buildings and Improvements	14,777	15,562	15,000	16,600	16,600	16,700	0.6%
Interest Income on Investments	2,039,935	2,265,747	2,300,000	1,695,000	1,695,000	1,750,000	3.2%
Other Interest Income	234,383	190,712	184,990	252,990	252,990	254,990	0.8%
Other Reimbursements	10,260	721	20,000	14,000	14,000	14,000	0.0%
Miscellaneous Revenues	933,578	90,247	70,000	82,500	157,000	84,900	-45.9%
Sale of Vehicles and Equipment	66,418	63,943	40,000	60,000	60,000	63,000	5.0%
Subtotal General City Revenues	61,072,969	64,579,078	69,287,245	75,854,790	75,929,290	82,156,490	8.2%

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Attachment #1  
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**GENERAL FUND REVENUE AND OTHER RESOURCES**  
(EXCLUDING MULTI-YEAR GRANTS)

<u>Source</u>	<u>2002-2003 Actual</u>	<u>2003-2004 Actual</u>	<u>2004-2005 Actual</u>	<u>2005-2006 Budget</u>	<u>2005-2006 Revised</u>	<u>2006-2007 Recommended</u>	<u>Percent Change</u>
<b>Interfund Transactions</b>							
Infrastructure Use Charges	1,809,146	1,809,146	1,809,146	2,109,146	2,109,146	2,242,894	6.3%
Indirect Cost Reimbursements	3,682,713	4,464,642	4,362,941	5,344,432	5,344,432	5,615,496	5.1%
Transfer from Special Revenue Fund	51,720	0	0	0	0	0	0.0%
Transfer from Payroll Fund Reserve	0	0	0	500,000	500,000	0	-100.0%
From FEMA Fund	0	0	0	800,000	800,000	0	-100.0%
Payments on Notes and Loans	2,050,000	1,030,560	1,030,560	1,030,560	1,030,560	1,030,560	0.0%
Subtotal Interfund Transactions	7,593,579	7,304,348	7,202,647	9,784,138	9,784,138	8,888,950	-9.1%
<b>Non-Recurring Revenues</b>							
Host Fee from Solid Waste	0	0	0	50,000	50,000	70,000	40.0%
Sale of Real Property	0	753,700	0	600,000	600,000	0	-100.0%
Disposition of Surplus Property	0	0	0	1,000,000	1,267,462	0	-100.0%
Rate Fee Study	0	0	0	150,000	150,000	0	-100.0%
Use Tax Revenues	0	0	0	150,000	150,000	100,000	-33.3%
Charter City Franchise Tax	0	0	0	0	0	0	0.0%
CFD Special Assessment—RiverPark	0	0	0	975,000	975,000	1,368,500	40.4%
CDC Long-Term Loan Payback	0	0	0	1,700,000	1,700,000	0	-100.0%
Solid Waste One-Time Cost Payback	0	0	0	126,000	126,000	0	-100.0%
Other Miscellaneous One-Time Revenues	0	0	0	320,000	320,000	160,000	-50.0%
Transfer From PERS	0	0	857,009	1,862,935	1,862,935	2,004,255	7.6%
Transfer from Internal Service	0	0	0	500,000	500,000	0	-100.0%
Subtotal Non-Recurring Revenues	0	753,700	857,009	7,433,935	7,701,397	3,702,755	-51.9%
Non-Departmental Revenues	68,666,548	72,637,126	77,346,901	93,072,863	93,414,825	94,748,195	1.4%
Departmental Revenues	13,824,400	14,667,002	12,958,633	12,648,008	13,149,116	14,946,030	13.7%
Deferred Revenue	0	0	3,500,000	0	0	0	0.0%
Revenue Offset Service Levels	0	0	0	350,800	137,765	157,500	14.3%
Contribution to Fund Balance	0	0	2,800,000	(1,571,536)	(1,571,536)	(1,100,000)	-30.0%
Amount from Fund Balance	0	0	0	0	0	1,182,275	100.0%
<b>Total General Fund</b>	<b>82,490,948</b>	<b>87,304,128</b>	<b>96,605,534</b>	<b>104,500,135</b>	<b>105,130,170</b>	<b>109,934,000</b>	<b>4.6%</b>

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Attachment #1  
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## FUND SUMMARY

	2003-2004 Actual	2004-2005 Actual	2005-2006 Budget	2005-2006 Revised	2006-2007 Recommended
General Fund	\$ 88,476,376	\$101,905,213	\$104,500,135	\$109,259,654	\$109,934,000
Air Pollution Buydown Fee	681,565	1,152,074	238,373	2,701,224	1,063,050
Public Safety Retirement Fund	6,154,134	10,146,919	11,012,962	11,012,962	11,178,979
Waterway Assessment District	430,489	1,078,328	486,412	1,099,568	491,412
LMD #1 – Summerfield	12,974	12,547	12,974	12,974	12,974
LMD #2-2A – CIBC Told	1,001	1,000	998	998	998
LMD #3 – River Ridge	61,026	58,783	83,663	85,963	86,663
LMD #4 – Beach Main Col/Hot	29,843	28,804	37,484	37,484	44,984
LMD #9 – Strawberry Fields	11,900	11,779	12,584	12,584	12,584
LMD #7 & #8 – Northfield Business	27,818	30,436	31,015	31,015	31,515
LMD #10 – Country Club	7,656	8,413	24,016	24,016	25,574
LMD #11 – St. Tropez	6,623	6,865	6,974	6,974	6,974
LMD #12 – Standard Pacific	25,029	27,745	22,338	22,338	22,338
LMD #14 – California Cove	35,374	33,681	36,601	38,351	36,601
LMD #16 – Lighthouse	18,524	17,680	19,503	20,303	19,503
LMD #13 – FD562-Le Village	16,592	17,092	18,000	18,000	18,000
LMD #15 – Pelican Pointe	9,275	9,238	9,277	9,277	9,277
LMD #17 – San Miguel	8,355	8,926	9,098	9,098	9,098
LMD #20 – Volvo & Harbor	2,269	2,267	2,409	2,409	2,909
LMD #18 – St. John's Hospital	4,265	4,255	5,846	5,846	5,846
LMD #19 – Shopping at the Rose	1,001	1,001	998	998	998
LMD #21 – Cypress Point	1,000	1,001	998	998	998
LMD #22 – McDonald's Median	476	508	499	499	499
LMD #23 – Greystone	5,073	5,162	5,573	5,573	5,573
LMD #24 – Vineyards	17,096	16,682	18,254	18,254	18,254
LMD #25 – The Pointe	22,801	22,443	23,740	23,740	23,740
LMD #26 – Albertsons	3,850	3,850	3,990	3,990	5,490
LMD #27 – Rose Island	10,385	9,808	11,554	11,554	12,016
LMD #28 – Harborside	47,125	49,260	55,681	57,585	60,914
LMD #29 – Mercy Charities	1,103	1,103	1,185	1,185	1,232
LMD #30 – Haas Automation	23,254	25,599	35,961	37,110	40,399
LMD #31 – Rancho De La Rosa	66,130	61,176	59,125	61,025	64,495
LMD #32 – Oak Park	10,387	15,739	17,882	18,107	21,599
LMD #33 – Rio Del Sol	38,118	42,325	43,151	44,501	47,382
LMD #35 – MVS Commercial Center	7,728	7,845	16,566	17,180	20,230
LMD #34 – Sunrise Pointe	38,219	33,134	44,832	46,258	54,168
LMD #36 – Villa Santa Cruz	87,471	89,450	107,245	110,745	114,545
LMD #37 – Pacific Breeze	16,138	15,813	23,921	24,616	27,382
LMD #38 – Aldea Del Mar	71,996	59,457	81,061	82,461	87,312
LMD #39 – El Sueno/Promesa	130,851	113,504	111,235	113,335	123,195
LMD #39 – D.R. Horton	13,324	8,369	42,977	42,977	44,701
LMD #40 – Cantada	37,787	41,866	56,668	57,143	61,939
LMD #41 – Pacific Cove	43,641	35,894	51,391	52,291	55,951
LMD #42 – Cantabria/Coronad	2,426	26,433	128,089	129,839	140,726
LMD #43 – Greenbelt (PARCRO)	11,569	77,088	76,200	80,090	81,755
LMD #44 – American Pacific Homes	13,619	7,018	15,617	16,167	18,743
LMD #45 – Channel Point	8,505	7,338	5,489	5,557	7,209
LMD #46 – Daily Ranch	124,592	155,324	142,650	144,989	148,370
LMD #47 – Sycamore Place	40,106	40,895	48,579	48,979	52,025

## FUND SUMMARY

	2003-2004 Actual	2004-2005 Actual	2005-2006 Budget	2005-2006 Revised	2006-2007 Recommended
LMD #48 – Victoria Estates	\$ 106,103	\$ 86,590	\$ 117,846	\$ 120,286	\$ 125,072
LMD #49 – Cameron Ranch	9,625	9,880	13,363	13,578	18,898
LMD #50 – DV Senior Housing	12,068	12,568	16,882	16,882	22,559
LMD #51 – Pfeiler	0	0	98,942	98,942	104,409
LMD #52 – Wingfield Homes	0	0	54,878	54,878	58,615
LMD #53 – Huff Court	0	0	2,630	2,630	4,344
LMD #54 – Meadowcrest Villas		0		0	22,051
LMD #55 – Wingfield West		0		0	27,804
LMD #56 – The Cottages		0		0	5,328
State Gas Tax	4,583,371	5,183,625	4,701,858	6,529,908	4,767,244
Traffic Safety	797,994	762,972	977,347	977,347	980,000
Library Literacy Service	126,092	163,146	28,000	105,427	80,600
TDA/LTF 8 – Street CIP Fund	0	2,589,037	2,230,000	4,756,289	2,100,000
TDA/LTF 4 – Transit Fund	0	512,270	685,785	718,854	692,387
TDA/LTF 3 – Bicycle/Ped Fund	0	0	60,000	120,000	0
Emergency Shelter Grant	117,605	126,083	0	124,000	120,554
Senior Nutrition Program	0	0	0	95,123	60,404
RSVP	92,489	102,055	119,935	143,350	120,725
Community Development Block Grant	4,103,545	2,512,715	3,371,741	5,670,286	3,182,266
HUD	1,510,171	885,112	1,174,219	2,525,098	1,614,041
Capital Outlay	4,782,441	4,764,463	1,184,220	9,680,276	1,567,220
Public Library Funds			70,000	70,000	70,000
Park Fees – Quimby Reserve	432,591	433,086	1,061,745	11,575,206	1,925,986
Park Acquisition & Development Fees	110,570	247,429	160,000	471,884	150,000
Storm Drain Facility Fee	1,427,948	1,790,432	1,103,093	5,349,985	1,095,482
Circulation	2,099,251	2,582,237	2,422,436	7,680,637	2,104,744
Capital Growth – Residential	460,908	460,966	416,886	6,785,786	416,525
Capital Growth – Non-Residential	46,500	448,777	46,500	1,688,729	46,500
Utility Undergrounding	0	99,624	50,000	1,146,402	0
CUPA	480,106	536,825	651,896	652,798	665,908
Community Development Commission	10,002,502	7,468,881	8,114,138	13,270,244	6,720,951
Water Fund	20,758,215	22,374,083	28,247,764	33,466,120	27,886,405
Wastewater Collection	9,064,024	6,568,556	10,545,881	22,490,353	11,425,836
Wastewater Treatment	17,611,716	20,810,569	17,467,842	18,096,298	17,581,854
Environmental Resources	32,969,402	36,679,226	37,829,896	38,179,651	38,566,302
Performing Arts Center	1,402,815	1,563,701	1,468,537	1,468,537	1,489,085
Golf Course	3,653,571	4,027,683	4,275,325	4,279,946	4,402,422
Public Liability	752,943	4,475,474	5,426,330	5,511,451	3,935,712
Workers' Compensation	7,284,322	8,302,099	5,369,952	5,426,512	5,383,060
Customer Billing	1,037,138	1,054,632	1,269,002	1,305,133	1,282,590
Information Systems	3,226,392	3,173,835	3,665,119	4,734,555	3,290,192
Facilities Maintenance	2,374,205	2,502,285	3,039,365	3,044,803	3,073,692
Equipment Maintenance	4,640,738	5,469,033	5,591,376	6,227,222	6,445,769
TOTAL	\$232,750,523	\$264,317,079	\$270,932,502	\$350,344,190	\$277,988,655

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

<u>Departmental</u>	<u>2002-2003 Actual</u>	<u>2003-2004 Actual</u>	<u>2004-2005 Actual</u>	<u>2005-2006 Budget</u>	<u>2005-2006 Revised</u>	<u>2006-2007 Recommended</u>
<b><u>GENERAL FUND</u></b>						
City Attorney	9.5	10	10	10	10	10
City Clerk	4	4	4	4	4	4
City Council	5.3	5.3	5.3	5.3	5.3	5.3
City Manager	9.9	9.9	9.9	9.9	9.9	9.9
City Treasurer	6.75	6.75	6.75	6.75	6.75	6.75
Community Development Commission	3	3	3	3	3	3
Development Services	44	44	45	45	47	47
Finance	29.5	29.5	30.5	31.5	31.5	31.5
Fire	92	94	95	104	105	107
Housing	1	1	1	1	1	1
Human Resources	13.2	13.2	13.2	13.2	13.2	13.2
Library	42	42	42	42	42	46
Recreation and Community Services	35.85	36.85	36.85	36.85	36.85	36.85
Police	355	356	368	387	387	387
Public Works	84.75	87.75	88.25	91.45	91.45	91.45
Total General Fund	735.75	743.25	758.75	790.95	793.95	799.95
<b><u>INTERNAL SERVICE FUNDS</u></b>						
Information Systems	17	18	18	18	21	22
Equipment Maintenance	24	24	24	31	31	35
Facilities Maintenance	22.25	23.25	25.75	26.55	26.55	30.55
Customer Billing	12	12	12	12	12	12
Total Internal Service Funds	75.25	77.25	79.75	87.55	90.55	99.55
<b><u>SPECIAL FUNDS</u></b>						
CDBG Human Services	2	2	2	2	2	2
Housing	80	80	81	81	81	82
Redevelopment	6	6	6	6	6	6
Total Special Funds	88	88	89	89	89	90
<b><u>UTILITY FUNDS</u></b>						
Solid Waste	80	80	80	81	81	81
Wastewater	67	72	72	72	72	72
Water	41	41	41	45	44	44
Total Utility Funds	188	188	193	198	197	197
<b>TOTAL CITY</b>	<b>1,087.00</b>	<b>1,096.50</b>	<b>1,120.50</b>	<b>1,165.50</b>	<b>1,170.50</b>	<b>1,186.50</b>



**SUMMARY OF FULL-TIME EQUIVALENT REGULAR POSITIONS ADDED  
DURING FY 2005-2006**

<b>Number</b>	<b>Classification</b>	<b>Department</b>	<b>Authorization</b>
1	Computer Network Engineer III	City Manager/Information Systems	Staff Action
1	Computer Operator	City Manager/Information Systems	Staff Action
1	Systems Analyst III	City Manager/Information Systems	Staff Action
1	Plan Check Engineer	Development Services	FY 2005-2006 Budget
1	Plumbing & Mechanical Engineer	Development Services	FY 2005-2006 Budget
1	Accounting Manager	Finance	Staff Action
1	Disaster Preparedness Coordinator	Fire	Staff Action
1	Management Analyst I/II	Housing	Staff Action
1	Police Officer III	Police	Staff Action
1	Sex Registrant Specialist	Police	Staff Action
1	Meter Reader	Water	Staff Action

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**SUMMARY OF FULL-TIME EQUIVALENT REGULAR POSITIONS DELETED  
DURING FY 2005-2006**

<b>Number</b>	<b>Classification</b>	<b>Department</b>	<b>Authorization</b>
1	Customer Service Supervisor	Finance	Staff Action
1	Management Analyst III	Housing	Staff Action
1	Community Service Officer	Police	Staff Action
1	Police Officer II	Police	Staff Action
1	Computer Network Engineer I/II	Water	Staff Action
1	Water Systems Operator I/II/III	Water	Staff Action

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**SUMMARY OF FULL-TIME EQUIVALENT REGULAR POSITIONS ADDED  
WITH THE FY 2006-2007 BUDGET**

<b>Number</b>	<b>Classification</b>	<b>Department</b>	<b>Authorization</b>
1	Administrative Assistant (C)	City Attorney	
1	Paralegal	City Attorney	
1	Computer Operator	City Manager/Information Systems	
1	Systems Analyst I	City Manager/Information Systems	
1	Administrative Secretary II	Community Development	
1	Fire Environmental Specialist I/II	Fire (CUPA)	
1	Fire Inspector	Fire	
1	Account Clerk III	Finance	
1	Accountant I	Finance	
1	Management Analyst I/II	Housing	
1	Computer Network Engineer I/II	Library	
2	Librarian I/II	Library	
1	Library Aide I/II	Library	
1	Administrative Assistant (C)	Police	
1.25	Data Entry Operator I/II	Police	
1	Missing Persons Specialist	Police	
1	Code Compliance Manager	Police	
10	Park Ranger/Code Compliance Inspector I/II	Police	
2.25	Police Records Technician I/II	Police	
2	Sr. Code Compliance Inspector	Police	
1	Administrative Services Manager	Water	
1	Management Analyst III	Wastewater	
1	Sr. Wastewater Mechanic	Wastewater	
1	Utility Services Manager	Wastewater	
2	Outreach/Education Specialist	Environmental Resources	
4	Equipment Mechanic I/II	Equipment	
1	Equipment Mechanic Supervisor	Equipment	
1	Fleet Services Manager	Equipment	
1	Construction Project Coordinator	Streets	
1	Design & Construction Services Manager	Engineering	
1	Maintenance Services Manager	Parks & Facilities	
2	Custodian	Facilities	
2	Maintenance Worker I/II	Facilities	
1	Parks Manager	Parks	

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**SUMMARY OF FULL-TIME EQUIVALENT REGULAR POSITIONS DELETED  
WITH THE FY 2006-2007 BUDGET**

<b>Number</b>	<b>Classification</b>	<b>Department</b>	<b>Authorization</b>
1	Legal Assistant	City Attorney	
1	Sr. Administrative Legal Secretary	City Attorney	
1	Programmer Analyst	City Manager/Information Services	
1	Office Assistant II	Community Development	
1	Account Clerk I/II	Finance	
1	Accounting Technician	Finance	
1	Code Enforcement Manager	Police	
9	Park Ranger/Code Enforcement Inspector I/II	Police	
4.75	Police Cadet	Police	
.75	Police Word Processor I/II	Police	
1	Sr. Administrative Secretary (C)	Police	
2	Sr. Code Enforcement Inspector	Police	
1	Environmental/Safety Manager	Wastewater	
1	Wastewater Mechanic II	Wastewater	
1	Wastewater Superintendent	Wastewater	
2	Recycling Specialist	Environmental Resources	
1	Equipment Manager	Equipment	
1	Equipment Mechanic I	Equipment	
1	Administrative Technician	Streets	
1	Supervising Civil Engineer	Engineering	
1	Parks & Facilities Superintendent	Parks & Facilities	
1	Parks Development Supervisor	Parks	

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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 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.

## INDIRECT COST DETERMINATION

### 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.

The following table details the recovery of indirect cost from non-General Fund agencies.

<u>Department/Division</u>	<u>2005-2006 Amount</u>	<u>2006-2007 Amount</u>	<u>Difference</u>
Golf Course	\$ 119,007	\$ 125,182	\$ 6,175
Solid Waste	1,321,498	1,377,705	56,207
Water	936,577	985,175	48,598
Wastewater Collection	568,035	597,381	29,346
Wastewater Treatment	430,988	453,481	22,493
Landscape Maintenance	29,515	31,047	1,532
Improvement Districts	24,509	9,647	(14,862)
Workers' Compensation	157,129	165,283	8,154
PL/PD Insurance	132,023	139,789	7,766
Redevelopment	186,369	196,040	9,671
Housing Authority	78,681	82,764	4,083
CDBG Grants	17,621	17,621	0
CUPA	15,776	16,595	819
CIP Projects	1,326,704	1,417,786	91,082
	<u>\$ 5,344,432</u>	<u>\$ 5,615,496</u>	<u>\$ 271,064</u>

## DEBT SERVICE SUMMARY

### FY 2006-2007

	7-1-06 Balance	Principal	Interest	Admin	Total	Maturity
<b>General Fund</b>						
Certificates of Participation, Series 1999	7,620,000	225,000	353,460	7,575	586,035	6/1/2028
Land Acquisition Component (S.F.)	206,439	17,101	8,208	138	25,447	6/1/2016
Adjustable Lease Revenue Bonds, 2003	13,750,000	340,000	341,554	80,750	762,304	6/1/2033
300 West Third Street	461,447	38,225	18,347	309	56,881	6/1/2016
Old Oxnard High School	1,594,808	132,108	63,408	1,070	196,586	6/1/2016
<b>Total General Fund</b>	23,632,694	752,434	784,977	89,842	1,627,253	
<b>Water Fund</b>						
Water Revenue Project Bonds, Series 2004	46,065,000	940,000	2,083,934	6,125	3,030,059	6/1/2034
Water Revenue Refunding Project Bonds, Series 2001	11,160,000	265,000	541,796	7,125	813,921	6/1/2030
<b>Total Water Fund</b>	57,225,000	1,205,000	2,625,730	13,250	3,843,980	
<b>Wastewater Treatment Fund</b>						
Wastewater Revenue Bonds, 2004 Series A	80,000,000	-	4,087,726	8,626	4,096,352	6/1/2034
Wastewater Revenue Bonds, 2004 Series B	23,975,000	-	1,082,407	109,126	1,191,533	6/1/2034
Wastewater Refunding Bonds Series 2003	36,530,000	1,950,000	1,717,613	11,625	3,679,238	6/1/2020
<b>Total Wastewater Treatment Fund</b>	140,505,000	1,950,000	6,887,746	129,377	8,967,123	
<b>Solid Waste Fund</b>						
Solid Waste Revenue Refunding Bonds, Series 2005	19,380,000	1,645,000	935,400	8,000	2,588,400	5/1/2016
Fifth and Del Norte Improvements	831,139	106,623	39,523	-	146,146	6/1/2013
Fifth and Del Norte Acquisition	489,312	69,143	23,789	-	92,932	12/1/2012
Land Acquisition Component (E.Y.)	206,439	17,101	8,208	138	25,447	6/1/2016
<b>Total Solid Waste Fund</b>	20,906,890	1,837,867	1,006,920	8,138	2,852,925	
<b>Golf Course Enterprise Fund</b>						
Golf Course Component	8,864,556	734,307	352,444	5,950	1,092,701	6/1/2016
<b>Total Golf Course Enterprise Fund</b>	8,864,556	734,307	352,444	5,950	1,092,701	
<b>Special Revenue Fund</b>						
Library Component	3,756,310	311,159	149,346	2,520	463,025	6/1/2016
<b>Total Special Revenue Fund</b>	3,756,310	311,159	149,346	2,520	463,025	
<b>Lease Purchase</b>						
LaSalle National Leasing	1,401,352	403,617	38,369	-	441,986	11/25/2010
12 Residential Trash Trucks	367,636	241,812	16,631	-	258,443	10/2/2007
<b>Total Lease Purchase</b>	1,768,988	645,429	55,000	-	700,429	

## REQUESTED SERVICE LEVEL OPTIONS AND ADJUSTMENTS FY 2006-2007

**Legend**

Original Budget FY05-07
Mid-Year FY05-06-AGENDA
Mid-Year FY05-06
Mid-Term FY06-07

Dept/Division/Program	Request	Revenue Requested	Original Budget FY05-07		Mid-Year FY05-06-AGENDA		Mid-Year FY05-06		Mid-Term FY06-07		On-Going	One Time	Recommendation
			On-Going	One Time	On-Going	One Time	On-Going	One Time	On-Going	One Time			
<b>GENERAL FUND</b>													
<b>City Attorney</b>													
City Attorney	Funding for education reimbursement.									2,500			No
Special Litigation	Funding for the defense of the City in the Sammis Co. vs. Oxnard lawsuit.											50,000	Yes - partial funding
Debt Collection	Additional funding for debt collection services.									5,220			No
<b>Total City Attorney</b>										<b>7,720</b>			
<b>City Clerk</b>													
City Clerk	Additional funding for scanning microfilm for documents dated from 1903 to 1980.									9,600			No
City Clerk	Additional funding for City Clerk operations.									3,226		3,226	Yes
<b>Total City Clerk</b>								<b>3,226</b>		<b>9,600</b>			
<b>City Manager</b>													
Cable Television	Funding for public access and educational equipment. (The funding for this one time request of \$87,172 is going to Council 8-27-06)	87,172								87,172			
Satellite City Hall	Additional funding for equipment for Satellite City Hall. (The funding for this on-going request of \$17,980 was approved by City Council 6-13-06)					17,980		9,000				9,000	Yes
City Manager	The City and the County are collaborating on a project (Community Action Partnership) which will coordinate youth violence prevention services and activities. The \$50,000 from the City will be matched with \$50,000 from the County.									50,000		50,000	Yes
Public Information	Addition of (1) Administrative Technician to serve as a Writer for the Public Information Office.									61,408			No

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## REQUESTED SERVICE LEVEL OPTIONS AND ADJUSTMENTS FY 2006-2007

**Legend**

Original Budget FY05-07
Mid-Year FY06-06-AGENDA
Mid-Year FY06-06
Mid-Term FY06-07

Dept/Division/Program	Request	Revenue Requested	Original Budget FY05-07		Mid-Year FY06-06-AGENDA		Mid-Year FY06-06		Mid-Term FY06-07		On-Ging	One Time	Recommendation
			On-Ging	One Time	On-Ging	One Time	On-Ging	One Time	On-Ging	One Time			
<b>GENERAL FUND</b>													
Community Affairs/Community Relations	Addition of (1) Administrative Technician to provide technical support to the Community Affairs Division's City Watch TV.								61,403				No
Neighborhood Services	Additional funding to cover increased operating costs for neighborhood council flyer printing and postage.								38,000		10,000		Yes - partial funding
Neighborhood Services	Additional funding to cover operating costs for Interpretation Services and Facility/Site Fees.								10,500				No
<b>Total City Manager</b>			87,172		17,980	96,172			171,316				
<b>City Treasurer</b>													
City Treasurer	Additional funding for Interactive Voice Response and ClickToGov to provide enhanced customer service by providing alternative payment methods.								6,200				No
City Treasurer	Additional funding for on-going expenses associated with the Interactive Voice Response and ClickToGov.						17,200	500			17,700		Yes
<b>Total City Treasurer</b>							17,200	6,200	500				
<b>Community Development</b>													
Economic Development Corporation	Additional funding to hire a person for full-time service to local companies in facilitating City permits.								35,000				No Funding will be matched by EDCO's private funds.
Oxnard Convention & Visitors Bureau	Additional funding for operations based on the projected TOT revenue.								137,085				No
Oxnard Convention & Visitors Bureau	Funding for start up costs and operations to open a new California Welcome Center in Oxnard.								285,680		200,000		Yes - partial funding
Community Development	Funding for downtown security services.								218,000		215,000		Yes
<b>Total Community Development</b>									172,085	500,680			

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## REQUESTED SERVICE LEVEL OPTIONS AND ADJUSTMENTS FY 2006-2007

**Legend**

Original Budget FY05-07
Mid-Year FY05-06-AGENDA
Mid-Year FY05-06
Mid-Term FY06-07

Dept/Division/Program	Request	Revenue Requested	Original Budget FY05-07		Mid-Year FY05-06-AGENDA		Mid-Year FY05-06		Mid-Term FY06-07		On-Ging	One Time	Recommendation	
			On-Ging	One Time	On-Ging	One Time	On-Ging	One Time	On-Ging	One Time				
<b>GENERAL FUND</b>														
<b>Development Services</b>														
<i>Planning</i>	Additional funding to complete the consulting services agreement for the General Plan.										300,000		200,000	Yes - partial funding
<b>Total Development Services</b>														
<b>Finance</b>														
<i>General Accounting</i>	Funding for contract with Revenue & Cost Allocation Plan and User Fee Study to allow the City to identify and recover all allowable costs.					75,500							60,000	Yes - partial funding
<i>Utility Customer/License Services</i>	Additional funding for postage, printing and professional services for increased costs associated with the increased number of licenses and notices processed per year.				11,145				7,555			18,700		Yes
<i>Utility Customer/License Services</i>	Additional funding for overtime to reflect the actual cost of the license renewal process.								15,000					No
<i>General Accounting</i>	Funding for the Transient Occupancy Tax (TOT) audit fee. The additional revenue generated will offset the cost of the services.	22,500								22,500		22,500		Yes
<i>General Accounting</i>	Additional funding for the increase in the Property Tax Administration Fee.								109,000		109,000			Yes
<b>Total Finance</b>			22,500		11,145	75,500			131,555					
<b>Fire</b>														
<i>Suppression</i>	Increment of second year funding for addition of (3) Fire Captain positions, (3) Fire Engineer positions, and (3) Firefighter positions to staff Fire Station 7 (RiverPark) plus operating expense for the new fire station in the RiverPark development.		325,000								325,000			Yes
<i>Disaster Preparedness</i>	Funding for training of city personnel in emergency operations and management.							25,000						No

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## REQUESTED SERVICE LEVEL OPTIONS AND ADJUSTMENTS FY 2006-2007

**Legend**

Original Budget FY05-07
Mid-Year FY05-06-AGENDA
Mid-Year FY05-06
Mid-Term FY05-07

Dept/Division/Program	Request	Revenue Requested	Original Budget FY05-07		Mid-Year FY05-06-AGENDA		Mid-Year FY05-06		Mid-Term FY06-07		On-Ging	One Time	Recommendation
			On-Ging	One Time	On-Ging	One Time	On-Ging	One Time	On-Ging	One Time			
<b>GENERAL FUND</b>													
Suppression	Funding for background investigations for firefighter trainee positions.								20,000				No
Prevention	Addition of (1) Fire Inspector for new building construction and fire protection systems inspections.								113,668		113,669		Yes
Suppression	Funding for rental of sleepers for all suppression members to enable recall of off-duty firefighters in the event of a major disaster or terrorist incident.								8,500				No
Disaster Preparedness	Funding for training of city personnel in emergency operations and management.								25,000				No
<b>Total Fire</b>			325,000						45,000		147,069		
<b>Public Housing</b>													
Public Housing	Additional funding for Rainbow House Facility.					18,900							Agenda
Public Housing	Addition of (1) Management Analyst I to strengthen the effectiveness and compliance of programs with regulator and statutory requirements.								1,660		1,660		Yes The total cost of \$68,658 will be offset by housing funds of \$21,894 and \$35,175 from temporary.
<b>Total Public Housing</b>					18,900				1,660				
<b>Human Resources</b>													
Human Resources	Additional funding for advertising costs to cover the increase in the number of recruitments. (The partial funding for this on-going request of \$25,000 was approved by Council 8-6-05)					50,000							
<b>Total Human Resources</b>					50,000								
<b>Library</b>													
Branch Services	Funding for the South Oxnard Branch Library; (2) Librarian I, (2) Half-time Library Aide I, (1) Computer Network Engineer III, Temporary Labor, Literacy assistant & custodian.		161,000							311,172		236,088	Yes - partial funding for half of a year.

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## REQUESTED SERVICE LEVEL OPTIONS AND ADJUSTMENTS FY 2006-2007

Original Budget FY06-07
Mid-Year FY06-06 AGENDA
Mid-Year FY06-06
Mid-Term FY06-07

Dept/Division/Program	Request	Revenue Requested	Original Budget FY06-07		Mid-Year FY06-06 AGENDA		Mid-Year FY06-06		Mid-Term FY06-07		On-Going	One Time	Recommendation
			On-Going	One Time	On-Going	One Time	On-Going	One Time	On-Going	One Time			

**GENERAL FUND**

Information-Reference Services	Additional funding for the Literacy Program to provide literacy tutoring, maintain office records and provide Literacy Outreach at community and other events. (The funding for this on-going request of \$52,600 was approved by City Council 5-13-06)				52,600								
Information-Reference Services, Support Services & Branch Services	Funding for electronic database and regular subscription material processing and new library materials. (Funding for this on-going request of \$67,700 was approved by City Council 5-13-06)				67,700								
Circulation Services	Funding for the maintenance on the book return system and seven ergonomic bins. (Funding for this on-going request of \$10,028 was approved by City Council 5-13-06)				10,028								
Carnegie Art Museum	Funding for collections storage improvements.									2,500		2,500	Yes
Carnegie Art Museum	Additional funding for downtown arts promotion.									5,000			No
Support Services	Funding for a Library Catalog System Server Upgrade.											21,500	No
Carnegie Art Museum	Additional funding for collections protection services for fine arts insurance and security alarm services.									2,350		2,350	Yes
Circulation Services	Funding for carpeting for the Main Library to replace carpeting installed in 1992.											20,000	No
Circulation Services	Funding for painting the exterior/interior of the Main Library.											20,000	No

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## REQUESTED SERVICE LEVEL OPTIONS AND ADJUSTMENTS FY 2006-2007

**Legend**

Original Budget FY05-07
Mid-Year FY05-06 AGENDA
Mid-Year FY05-06
Mid-Term FY06-07

Dept/Division/Program	Request	Revenue Requested	Original Budget FY05-07		Mid-Year FY05-06 AGENDA		Mid-Year FY05-06		Mid-Term FY06-07		On-Going	One Time	Recommendation
			On-Going	One Time	On-Going	One Time	On-Going	One Time	On-Going	One Time			
<b>GENERAL FUND</b>													
Support Services	Funding for Director Workstation software to enable the library administration to make decisions using library usage data to plan, evaluate and develop new program and services for the library.								5,899	27,665			No
Information/Reference Services	Funding for replacement library subscriptions and materials in order to replace damaged library materials.								66,939				No
Community Outreach	Funding for (1) management analyst to provide support for budget preparation, overseeing grants and contracts.								64,505				No
Carnegie Art Museum	Funding for a temporary part-time Museum Education Assistant to increase the number of students served by the Museum Education Programs.								12,960				No
Support Services	Funding for enhanced searching capability for public information needs by linking to all of the library's electronic resources and bringing back the results all at the same time.								7,500	6,014			No
<b>Total Library</b>				161,000		130,328		5,000	2,500	471,325	95,178		
<b>Information Systems</b>													
Information Systems	Funding for a new air conditioner system to supply proper environmental control in the City's main data center.									50,000		50,000	Yes
Information Systems	Funding for a new Transient Voltage Suppressor System (TVSS) System to supply proper power that supports the City's main data center.									190,000		190,000	Yes
<b>Total Information Systems</b>										240,000			

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## REQUESTED SERVICE LEVEL OPTIONS AND ADJUSTMENTS FY 2006-2007

**Legend**

Original Budget FY06-07
Mid-Year FY06-06 AGENDA
Mid-Year FY06-06
Mid-Year FY06-07

Dept/Division/Program	Request	Revenue Requested	Original Budget FY06-07		Mid-Year FY06-06 AGENDA		Mid-Year FY06-06		Mid-Term FY06-07		On-Gong	One Time	Recommendation
			On-Gong	One Time	On-Gong	One Time	On-Gong	One Time	On-Gong	One Time			

GENERAL FUND

**Performing Arts Center**

PACC	Funding for the annual cost of providing an upgraded, "state of the art" box office system for the facility.		13,050										No
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Total Performing Arts Center 13,050

**Police**

(FY06) x	Patrol	Funding for the Neighborhood Policing Strategy: (2) Sergeants, (4) POLI's, (4) CSO's, (1) Data Entry Operator, (8) police units, (3) utility pickup trucks, (1) van for PAL, (8) patrol bicycles.	25,000	168,938							143,938		Yes Grant Revenue - \$25,000
(FY07)	Patrol	Additional funding for the Neighborhood Policing Strategy: (4) POLI, (1) Sergeant and (4) CSO positions, (4) Patrol vehicles, (3) pickup trucks, (4) surveillance vehicles and (4) patrol bicycles.	125,000	992,017	246,455								No
(FY07)	Patrol	Funding for one-half of the cost for the Deputy D.A. assigned to vertical prosecution of gang violence cases and full cost of the Deputy D.A. assigned to solely prosecute Oxnard violent gang cases.			246,574							246,574	Yes

Patrol	Funding for the Oxnard Violent Crime Task Force to replace the federal funds being withdrawn. (The funding for the on-going request of \$82,713 and one time request of \$59,000 was approved by City Council on 8-8-05)	141,713			82,713	59,000							
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Patrol	Funding for replacement of safety equipment (weapons and ballistic vests) that have exceeded their service life. (The funding for this one time request of \$71,360 was approved by City Council 6-6-06)	71,360				71,360							
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## REQUESTED SERVICE LEVEL OPTIONS AND ADJUSTMENTS FY 2006-2007

**Legend**

Original Budget FY05-07
Mid-Year FY05-06-AGENDA
Mid-Year FY05-06
Mid-Term FY06-07

Dept/Division/Program	Request	Revenue Requested	Original Budget FY05-07		Mid-Year FY05-06-AGENDA		Mid-Year FY05-06		Mid-Term FY06-07		On-Going	One Time	Recommendation
			On-Going	One Time	On-Going	One Time	On-Going	One Time	On-Going	One Time			
<b>GENERAL FUND</b>													
Patrol	Funding for the match for a one year Weed and Seed grant to deal with federally-assisted housing tenants in the South Oxnard area. (The funding for the one time request of \$36,000 was approved by City Council 6-8-06)	36,000			36,000								
Patrol	Funding to continue partnering with all Ventura County police agencies to share costs for the Crisis Intervention Team (CIT) program staff. (Funding for this on-going request of \$39,000 was approved by City Council on 9-8-05)	39,000			39,000								
Support Services	Funding to contract document scanning that will allow for the electronic storage and retrieval of documents from 1980 to date.							30,000				15,000	Yes - partial funding
Support Services	Funding for replacement of Police and Fire Computer Aided Dispatch and Records Management Systems (CAD/RMS)							650,000				650,000	Yes
Patrol	Funding for Facilities Maintenance for the addition of (2) Maintenance Worker III positions and (2) Custodian positions and funding to provide full service maintenance for the 80,000 square foot Public Safety Annex II building and utility expenses.								388,980		300,000		Yes - partial funding This amount includes the utility cost of \$100,000 that are not included in the facility maintenance budget.
Patrol	Addition of (1) Sergeant, (5) Police Officer II, (1) Records Technician, and (1) Public Safety Dispatcher for the first year of a three year phased program for Seabridge, Westport and RiverPark.	150,000							854,222	92,667			No

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## REQUESTED SERVICE LEVEL OPTIONS AND ADJUSTMENTS FY 2006-2007

**Legend**

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Mid-Year FY05-06 AGENDA
Mid-Year FY05-06
Mid-Term FY06-07

Dept/Division/Program	Request	Revenue Requested	Original Budget FY05-07		Mid-Year FY05-06 AGENDA		Mid-Year FY05-06		Mid-Term FY06-07		On-Going	One Time	Recommendation
			On-Going	One Time	On-Going	One Time	On-Going	One Time	On-Going	One Time			
GENERAL FUND													
Emergency Communications	Addition of (2) Public Safety Dispatchers and (1) Communications Service Technician to be assigned to emergency communications in the combined police/fire dispatch.								251,351	1,200			No
Support Services	Addition of (2) Computer Network Engineers III to focus on network maintenance and client support at the Public Safety building and fifteen remote sites.								157,885	4,067			No
Support Services	Funding for professional services to conduct pre-employment psychological screenings and provide on-going stress management.								62,760				No
Criminal Investigations	Additional funding for overtime so that the Stop Truancy Offender Program Center (STOP) can continue to be staffed by officers.									50,000			No
Criminal Investigations	Funding to pay a portion of the salary, benefits and specialized training of three full-time computer forensic examiners to be assigned to the Southern California Hi-Tech Task Force Ventura County (SCHTTF).									53,284		53,284	Yes
Patrol	Funding for outfitting, training and staffing (12) Volunteers in Policing Services (VIPS) who would be used to assist with various police services.									87,179			No
Support Services	Funding for the maintenance of the CAD/RMS software system that tracks the activity of all calls for service as well as the units controlled and monitored by the Emergency Communications Center.									155,000		155,000	Yes This expense was previously funded by federal Bureau of Justice Assistance grant funds that are no longer available.
Total Police		588,073	1,160,955	493,029	121,713	168,360		680,000	1,715,168	443,407			

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## REQUESTED SERVICE LEVEL OPTIONS AND ADJUSTMENTS FY 2006-2007

**Legend**

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Mid-Year FY05-06-AGENDA
Mid-Year FY05-06
Mid-Term FY06-07

Dept/Division/Program	Request	Revenue Requested	Original Budget FY05-07		Mid-Year FY05-06-AGENDA		Mid-Year FY05-06		Mid-Term FY06-07		On-Going	One Time	Recommendation
			On-Going	One Time	On-Going	One Time	On-Going	One Time	On-Going	One Time			
<b>GENERAL FUND</b>													
<b>Public Works</b>													
Parks & Facilities	Graffiti Task Force Coordination and Community Outreach (Funding for this on-going request of \$45,000 and one time request of \$55,000 was approved by City Council on 6-9-06)				45,000	65,000							
Equipment Maintenance	Additional funding for fuel cost increases (Funding for this on-going request of \$281,227 was approved by City Council on 6-9-06)				281,227								
Parks & Facilities	Funding to prune the large trees in City rights-of-way and replacement and trimming of trees.							150,000				75,000	Yes - partial funding
Equipment Maintenance	Addition of (1) mechanic and an increase in the parts budget to assume the maintenance and support of Police motorcycles and support 12 additional Patrol Cars.							98,559		51,451			Yes The total cost of \$114,251 would be offset by \$62,600 currently in the budget.
Public Works Administration	Addition of (1) Outreach/Education Specialist to provide centralized Outreach and Education to the Public Works Department.							84,010					No
Public Works Administration	Addition of (2) Outreach/Education Technician III to provide support to the Outreach/Education Services Program.							104,346					No
Design and Construction Services	Addition of (1) Senior Project Manager to be responsible for management of all Public Works projects.							81,364					No
Streets & Waterways	Funding for the installation of 3,189 restricted parking signs for the six remaining unsigned street sweeping routes.	150,000								299,846		75,000	Yes - partial funding

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## REQUESTED SERVICE LEVEL OPTIONS AND ADJUSTMENTS FY 2006-2007

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Original Budget FY05-07
Mid-Year FY05-06-AGENDA
Mid-Year FY05-06
Mid-Term FY06-07

Dept/Division/Program	Request	Revenue Requested	Original Budget FY05-07		Mid-Year FY05-06-AGENDA		Mid-Year FY05-06		Mid-Term FY06-07		On-Ging	One Time	Recommendation
			On-Ging	One Time	On-Ging	One Time	On-Ging	One Time	On-Ging	One Time			
<b>GENERAL FUND</b>													
Parks and Facilities	Addition of (1) Facilities Manager to manage and direct the operations of the Facilities Maintenance Division.									91,304			No
Parks and Facilities	Funding for resurfacing the basketball and tennis courts in the City parks.									96,000			Yes - Funded from Liability Fund
Parks and Facilities	Funding for a vehicle for the new Parks Manager position.									25,000			No
Parks and Facilities (Street Trees and Medians)	Funding for the scheduled replacement of a 1985 10-ton dump truck, a 1989 2-ton dump truck and a 1990 2-ton chipper truck.									250,000			No
Parks and Facilities (Street Trees and Medians)	Funding to schedule the replacement of 50 trees per month throughout the City and the rental of a water truck to provide water for the first year.									100,000			No
<b>Total Public Works</b>					306,227	55,000		150,000	389,643	770,846			
<b>Recreation and Community Services</b>													
Senior Services/Youth Development	Funding to provide Senior and Youth Services in South Oxnard through the "South Oxnard Neighborhood Center".				40,000	105,000					20,000	75,000	Yes - partial funding
Youth Development-City Corps	Additional funding to enhance and continue its "Day at the Park" event, which is an ongoing program for Oxnard's special needs population.				3,488						3,488		Yes
Youth Development-City Corps	Funding for building improvements of the City Corps Center at the old Children Activity Center site and ongoing funding for activities and projects at the center.						30,000	30,000					No
Recreation Services	Funding to cover the cost of operating the "Preschool-to-You" Project.									85,000			No

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## REQUESTED SERVICE LEVEL OPTIONS AND ADJUSTMENTS FY 2006-2007

**Legend**

Original Budget FY05-07
Mid-Year FY05-06-AGENDA
Mid-Year FY05-06
Mid-Term FY06-07

Dept/Division/Program	Request	Revenue Requested	Original Budget FY05-07		Mid-Year FY05-06-AGENDA		Mid-Year FY05-06		Mid-Term FY06-07		On-Gong	One Time	Recommendation
			On-Gong	One Time	On-Gong	One Time	On-Gong	One Time	On-Gong	One Time			
<b>GENERAL FUND</b>													
Youth Development	Funding for Management Analyst I/II for Oxnard After School Program and funding for Elm Elementary for after school program.									78,974			No
Youth Development	Funding to cover the cost of a new 5-year lease for the Recreation building.									42,000	42,000		Yes
Senior Services	Funding to cover increased costs associated with the Retire Senior Volunteer Program.									9,500			No
Recreation Services	Funding to cover the costs of brochures to promote fee-based Recreation Classes and participate in various "Special Events"									38,000			No
Recreation Services	Funding for the purchase of a new stage for the South Oxnard Center multi-purpose room.									20,000		20,000	Yes
Recreation Services	Funding for the purchase of a multi-use support vehicle for the Recreation show-mobile.									75,000			No
Recreation Services	Funding for the purchase of a new Santa Clause Parade Float.									50,000			No
Recreation Services	Additional funding to cover personnel and operating costs to provide fee-based Recreation Classes. Fees collected will offset expenses.	60,000								60,000		60,000	Yes
Recreation Services	Funding for the costs to develop and implement the Youth Assembly Program.									83,000	3,000		No
<b>Total Recreation and Community Services</b>		<b>60,000</b>			<b>43,489</b>	<b>105,000</b>	<b>30,000</b>	<b>30,000</b>	<b>334,474</b>	<b>208,000</b>			
<b>Total General Fund Requests</b>		<b>832,745</b>	<b>1,880,005</b>	<b>493,029</b>	<b>655,881</b>	<b>518,832</b>	<b>55,426</b>	<b>923,300</b>	<b>3,542,515</b>	<b>2,481,862</b>	<b>1,398,168</b>	<b>2,473,868</b>	
				<u><b>2,153,034</b></u>	<u><b>1,172,813</b></u>	<u><b>978,726</b></u>	<u><b>6,024,377</b></u>	<u><b>3,872,036</b></u>					

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## REQUESTED SERVICE LEVEL OPTIONS AND ADJUSTMENTS FY 2006-2007

**Legend**

Original Budget FY05-07
Mid-Year FY06-06-AGENDA
Mid-Year FY05-06
Mid-Term FY06-07

Dept/Division/Program	Request	Revenue Requested	Original Budget FY05-07		Mid-Year FY05-06-AGENDA		Mid-Year FY05-06		Mid-Term FY06-07		On-Going	One Time	Recommendation	
			On-Going	One Time	On-Going	One Time	On-Going	One Time	On-Going	One Time				
<b>CUPA</b>														
Fire/CUPA	Addition of (1) Fire Environmental Specialist I to perform inspections and investigations relating to storage, treatment and disposal of hazardous waste.	81,000								81,000			81,000	Yes Revenue increase anticipated due to City fee study.
<b>Total CUPA</b>		<b>81,000</b>								<b>81,000</b>				
<b>Gas Tax</b>														
Public Works/Streets & Waterways	Addition of (1) Streets Manager as part of the Public Works/Maintenance Services Branch reorganization.									91,384				No
<b>Total Gas Tax</b>										<b>91,384</b>				
<b>Community Development Commission</b>														
Southwind	Funding to assist the Oxnard Union High School District to improve their newly opened Southwind Adult Education Campus. Funding for this one time request was approved by Community Development Commission on 6-13-06.													Funds will be reduced in the Housing Set-Aside Project for \$30,000.
Community Development Commission	ERAF Payment Southwind Oxnard Base HERO													
	Funding for this one time project was approved by Community Development Commission on 6-13-06.													
HERO Project Area	Funding for legal services and funding to pay for Legal Advocate fees in the HERO Project Area.	37,500								37,500			37,500	Yes
Downtown Renewal Project Area	Funding for weed abatement services for several parcels retained by CDC.	7,500								7,500			7,500	Yes
<b>Total Community Development Commission</b>		<b>45,000</b>								<b>854,746</b>			<b>45,000</b>	

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**REQUESTED SERVICE LEVEL OPTIONS AND ADJUSTMENTS  
FY 2006-2007**

**Legend**

Original Budget FY05-07
Mid-Year FY05-06 AGENDA
Mid-Year FY05-06
Mid-Term FY06-07

Dept/Division/Program	Request	Revenue Requested	Original Budget FY05-07		Mid-Year FY05-06 AGENDA		Mid-Year FY05-06		Mid-Term FY06-07		On-Going	One Time	Recommendation
			On-Going	One Time	On-Going	One Time	On-Going	One Time	On-Going	One Time			
<b>Water</b>													
Distribution	Addition of (2) Water Distribution Operator fill to handle the increased meter repair and water system maintenance and repairs.								97,547				No
Procurement	Additional funding for engineering and professional services for various planning documents required by regulatory agencies.	410,000								410,000			No
<b>Total Water</b>		<b>410,000</b>								<b>410,000</b>			
<b>Solid Waste</b>													
Solid Waste	Additional funding for equipment maintenance to retrofit the City's refuse fleet with Diesel Particulate Filters to comply with the new Diesel Risk Reduction Plan Law.									183,750			No
<b>Total Solid Waste</b>										<b>183,750</b>			
<b>Equipment Maintenance</b>													
Equipment Maintenance	Addition of (2) Mechanic I and (1) Service Worker upgraded from temporary workers to perform increased maintenance workload. The funding of (1) Service Worker will be partially offset by the reduction in temporary dollars of \$24,980.		15,181								15,181		Yes
Equipment Maintenance	Funding for (2) post lifts and (1) equipment hoist.			28,000								28,000	Yes
Equipment Maintenance	Addition of (3) Mechanic fill's to perform increased maintenance workload and staff a swing shift.												Yes The total cost of \$183,841 will be offset by the reduction in temporary labor and service costs.

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## REQUESTED SERVICE LEVEL OPTIONS AND ADJUSTMENTS FY 2006-2007

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Mid-Year FY05-06-AGENDA
Mid-Year FY05-06
Mid-Term FY06-07

Dept/Division/Program	Request	Revenue Requested	Original Budget FY05-07		Mid-Year FY05-06-AGENDA		Mid-Year FY05-06		Mid-Term FY06-07		On-Going	One Time	Recommendation
			On-Going	One Time	On-Going	One Time	On-Going	One Time	On-Going	One Time			
Equipment Maintenance	Additional funding for fuel, General Fund, Gas Tax, CUPA (Fis), CDC's, Water Operating, Solid Waste Operating, Facilities, Equipment Maintenance (This funding for this on-going request of \$615,000 was approved by City Council on 8-5-06)	615,000			261,227								
Equipment Maintenance	Addition of (1) mechanic and an increase in the parts budget to assume the maintenance and support of Police motorcycles and support 12 additional Patrol Cars.	114,251							114,251		114,251		Yes
Equipment Maintenance	Funding for a diesel particulate filter cleaning machine to comply with the new Diesel Risk Reduction Plan law.								12,000				No
Equipment Maintenance	Additional funding to replace aged, oversized truck specifically configured for fire repair.								32,239		32,239		Yes Total cost is \$50,000. Funds from a previous appropriation for the truck will pay for the difference.
<b>Total Equipment Maintenance</b>		<b>913,001</b>	<b>15,181</b>	<b>28,000</b>	<b>615,000</b>				<b>114,251</b>	<b>227,989</b>	<b>129,432</b>	<b>60,239</b>	
<b>Information Systems</b>													
Information Systems	Addition of (1) Computer Operator position to maintain the new document imaging system.	63,000	63,000										Yes
Information Services	Funding for a four-year technology master plan to create and implement a plan to optimize IT investments.					250,000							Yes Funded by the reallocation and/or closure of various capital projects.
<b>Total Information Systems</b>		<b>63,000</b>	<b>63,000</b>			<b>250,000</b>							

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## REQUESTED SERVICE LEVEL OPTIONS AND ADJUSTMENTS FY 2006-2007

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Mid-Year FY05-06 AGENDA
Mid-Year FY05-06
Mid-Term FY06-07

Dept/Division/Program	Request	Revenue Requested	Original Budget FY05-07		Mid-Year FY05-06 AGENDA		Mid-Year FY05-06		Mid-Term FY06-07		On-Going	One Time	Recommendation
			On-Going	One Time	On-Going	One Time	On-Going	One Time	On-Going	One Time			
<b>Facilities Maintenance</b>													
Facilities Maintenance	Funding to provide full service maintenance for the South Oxnard Branch Library including: building structure, plumbing, electrical, HVAC and painting. Addition of (1) Air Conditioning Technician.	63,000	63,000										Yes - included in the FY07 internal service charges.
Facilities Maintenance	Addition of (2) Maintenance Worker I/II positions and (2) Custodian positions and funding to provide full service maintenance for the 60,000 square foot Public Safety Annex II building.	288,960						288,960			288,960		Yes
<b>Utility Customer Billing</b>													
Utility Customer Billing	Additional funding for a 3.2% increase in postage and a 6% increase in services-printing for each of the two fiscal years.	8,910	8,910										Yes - included in the FY07 internal service charges.
Total Utility Customer Billing		8,910	8,910										

000174

Attachment #1  
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CITY COUNCIL OF THE CITY OF OXNARD

RESOLUTION NO.

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 2006-2007

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 2006-2007 including therein a budget for Community Development Block Grant Funds through June 30, 2007; and

WHEREAS, in accordance with City Code, Section 2-81, 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, 2006 through June 30, 2007 and hereby finds that such budgets, as revised, are sound plans for the financing during fiscal year 2006-2007 of required City operations, services, and capital improvements. Such budgets are hereby adopted as follows:

<u>GENERAL FUND</u>	<u>FY 2006-2007 Budget</u>
City Attorney	\$ 1,629,268
City Clerk	489,039
City Council	361,979
City Manager	1,958,745
City Treasurer	600,654
Community Development	806,935
Development Services	5,880,477
Finance	4,085,999
Fire	12,917,150
Housing	230,811
Human Resources	1,107,888
Library	4,678,829
Police	45,356,593
Public Works	13,691,458
Recreation and Community Services	5,046,570
Subtotal	<u>\$ 98,842,395</u>
<u>Non-Departmental</u>	
General Non-Departmental	\$ 4,892,932
Designated Reserves & Transfers	3,238,921
General Debt Service	1,992,532
Subtotal	<u>\$ 10,124,385</u>

<u>Capital</u>	<u>FY 2006-2007 Budget</u>
Capital Improvements	\$ 967,220
TOTAL GENERAL FUND	\$109,934,000
<u>INTERNAL SERVICE FUNDS</u>	
Public Liability & Property Damage	\$ 3,935,712
Workers' Compensation	5,383,060
Utility Customer	1,282,590
Information Systems	3,290,192
Facilities Services	3,073,692
Equipment Maintenance	6,445,769
TOTAL INTERNAL SERVICE PROGRAMS/FUNDS	\$ 23,411,015
<u>SPECIAL FUNDS</u>	
Air Pollution Buydown Fee	\$ 1,063,050
Public Safety Fund	11,178,979
Waterways Assessment District	491,412
LMD #1 – Summerfield	12,974
LMD #2 – CIBC Told	998
LMD #3 – River Ridge	86,663
LMD #4 – Beach Main Col/Hot	44,984
LMD #9 – Strawberry Fields	12,584
LMD #7 & #8 – Northfield Business	31,515
LMD #10 – Country Club	25,574
LMD #11 – St. Tropez	6,974
LMD #12 – Standard Pacific	22,338
LMD #14 – California Cove	36,601
LMD #16 – Lighthouse	19,503
LMD #13 – FD562-Le Village	18,000
LMD #15 – Pelican Pointe	9,277
LMD #17 – San Miguel	9,098
LMD #20 – Volvo & Harbor	2,909
LMD #18 – St. John's Hospital	5,846
LMD #19 – Shopping at the Rose	998
LMD #21 – Cypress Point	998
LMD #22 - McDonald's Median	499
LMD #23 – Greystone	5,573
LMD #24 – Vineyards	18,254
LMD #25 – The Pointe	23,740
LMD #26 – Albertsons	5,490
LMD #27 – Rose Island	12,016
LMD #28 – Harborside	60,914

<u>SPECIAL FUNDS</u>	<u>FY 2006-2007 Budget</u>
LMD #29 – Mercy Charities	1,232
LMD #30 – Haas Automation	40,399
LMD #31 – Rancho De La Rosa	64,495
LMD #32 – Oak Park	21,599
LMD #33 – Rio Del Sol	47,382
LMD #35 – MVS Commercial Center	20,230
LMD #34 – Sunrise Pointe	54,168
LMD #36 – Villa Santa Cruz	114,545
LMD #37 – Pacific Breeze	27,382
LMD #38 – Aldea Del Mar	87,312
LMD #39 – El Sueno/Promesa	123,195
LMD #39 – D.R. Horton	44,701
LMD #40 – Cantada	61,939
LMD #41 – Pacific Cove	55,951
LMD #42 – Cantabria/Coronad	140,726
LMD #43 – Greenbelt (PARCRO)	81,755
LMD #44 – American Pacific Homes	18,743
LMD #45 – Channel Point	7,209
LMD #46 – Daily Ranch	148,370
LMD #47 – Sycamore Place	52,025
LMD #48 – Victoria Estates	125,072
LMD #49 – Cameron Ranch	18,898
LMD #50 – DV Senior Housing	22,559
LMD #51 – Pfeiler	104,409
LMD #52 – Wingfield Homes	58,615
LMD #53 – Huff Court	4,344
LMD #54 – Pfeiler	22,051
LMD #55 – Wingfield Homes	27,804
LMD #56 – Huff Court	5,328
LMD #57 – Golden State Self Storage	6,255
State Gas Tax Fund	4,767,244
Traffic Safety Fund	980,000
Library Literacy Service	80,600
TDA – CIP	2,100,000
TDA – Transit	692,387
Emergency Shelter Grant	120,554
Senior Nutrition Program	60,404
RSVP	120,725
Community Development Block Grant Funds	3,182,266
Home Investment Fund	1,614,041
Quimby Fee Reserve Fund	1,925,986
Park Acquisition and Development	150,000
Storm Drain Fee	1,095,482

<u>SPECIAL FUNDS</u>	<u>FY 2006-2007 Budget</u>
Circulation System Improvement Fee	2,104,744
Capital Growth Fees – Residential	416,525
Capital Growth Fees – Non-Residential	46,500
CUPA	665,908
Capital Outlay	<u>1,637,220</u>
 TOTAL SPECIAL FUNDS	 \$ 36,577,040
 <u>ENTERPRISE FUNDS</u>	 <u>FY 2006-2007 Budget</u>
Environmental Resources Fund	\$ 38,566,302
Water Fund	27,886,405
Wastewater Fund	29,007,690
Golf Course Operation	4,402,422
Performing Arts Center Fund	<u>1,489,085</u>
 TOTAL ENTERPRISE FUNDS	 \$101,351,904
 TOTAL ALL FUNDS	 \$271,273,959
 Less: Internal Service Funds/Programs	 (23,411,015)
Capital Outlay Fund	(967,220)
Loans to Other City Agencies	<u>(1,030,560)</u>
 Net Adjusted Appropriations	 \$245,865,164

2. Any unused appropriations at the end of fiscal year 2005-2006 in active Capital Improvement Projects are hereby reappropriated for continued use in fiscal year 2006-2007.
3. Any remaining balances in approved grant programs and improvement assessment district projects at the end of fiscal year 2005-2006, except for balances reallocated as part of the budget process, are hereby reappropriated for continuing use in fiscal year 2006-2007 and all estimated revenues from such approved grants and assessment districts projects for 2005-2006 that are not realized by year end are authorized to be continued.
4. All General Fund encumbrances at the close of fiscal year 2005-2006 are automatically carried forward and corresponding appropriations are also carried forward.
5. All General Fund revenues in excess of expenditures and encumbrances at the close of fiscal year 2005-2006, not otherwise provided for in City Council budget policies or reappropriated above, are hereby appropriated to the General Fund Operating

Resolution No.

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6. Staff is directed to ensure that the final adopted budget documents containing the Operating Budget and the Capital Improvement Budget for fiscal year 2006-2007 shall contain all revisions made by the City Council prior to final budget adoption.

PASSED AND ADOPTED on this 11<sup>th</sup> day of July, 2006, by the following vote:

AYES:

NOES:

ABSENT:

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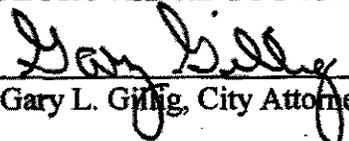
Dr. Thomas E. Holden, Mayor

ATTEST:

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Daniel Martinez, City Clerk

APPROVED AS TO FORM:

 07-06-06  
\_\_\_\_\_  
Gary L. Gilling, City Attorney

CITY COUNCIL OF THE CITY OF OXNARD

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OXNARD  
AUTHORIZING FULL-TIME EQUIVALENT POSITIONS IN THE CITY  
SERVICE EFFECTIVE JULY 1, 2006 IN ACCORDANCE WITH THE  
OPERATING BUDGET FOR THE 2006-2007 FISCAL YEAR

NOW THEREFORE, 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 2006-2007.

CATEGORY, GROUP, PROGRAM CLASSIFICATION TITLE	HOME PROGRAM FULL-TIME EQUIVALENT POSITIONS
<b>CITY ATTORNEY</b>	
City Attorney	
Administrative 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	.30
Mayor	1
	City Council Total 5.30
<b>CITY MANAGER</b>	
City Manager	
Administrative Assistant (C)	1
Assistant City Manager	.65
City Manager	.85
Deputy City Manager	1
Executive Assistant I	.70
Executive Assistant II	1
Management Analyst III	1
	Total 6.20
Public Information	
Public Information Officer	1
	Total 1
Community Relations/Community Access TV	
Community Outreach & Production Specialist	1
Administrative Secretary I/II	1
	Total 2
Neighborhood Services	
Neighborhood Services Coordinator	1
Management Analyst III	.40
Administrative Secretary I/II	1
	Total 2.40

Enterprise Information Systems Management		
Computer Operator		3
Network Services Coordinator		1
Programmer Analyst		1
Systems Administrator		1
	Total	6
Geographic Information Systems		
Geographic Information Systems Coordinator		1
Geographic Information Systems Technician I/II		4
Systems Analyst I		1
	Total	6
Personal Computer/Network Systems		
Computer Network Engineer I/II		2
Computer Network Engineer III		2
Programmer Analyst		1
Systems Analyst I		1
Systems Analyst III		1
Systems Administrator		1
	Total	7
Document Publishing Services		
Word Processor I/II		1
Word Processor III		1
	Total	2
Telecommunications/Web Development		
Telecommunications Coordinator		1
	Total	1
	City Manager Total	33.60
CITY TREASURER		
City Treasurer		
Account Clerk I/II		2.75
Account Clerk III		2
Assistant City Treasurer		1
City Treasurer		1
	City Treasurer Total	6.75
COMMUNITY DEVELOPMENT COMMISSION		
Special Projects/CDC Operations		
Administrative Assistant		1
Administrative Secretary I/II		1
Administrative Secretary III		1.15
Assistant City Manager		.15
City Manager		.15
Community Development Director		1
Controller		.15
Drafting/Graphics Technician		.25
Finance & Management Services Director		.15
Housing Director		.15
Housing Rehabilitation Program Manager		.15
Management Accountant/Auditor		.15
Management Analyst I/II		1
Office Assistant I/II		.15
Redevelopment Project Manager		3
Redevelopment Services Manager		1
Rehabilitation Construction Specialist I/II		.15
Rehabilitation Loan Assistant		.15
Rehabilitation Loan Specialist		.15
Senior Code Compliance Officer		1
	Community Development Commission Total	12.05

DEVELOPMENT SERVICES

Development Support and Public Project Contracts

Administrative Technician	1
Development Services Director	1
Management Analyst III	1
Senior Administrative Secretary	1
<b>Total</b>	<b>4</b>

Building & Engineering Services

Administrative Secretary III	3
Assistant Civil Engineer	1
Building Inspector I/II	7
Civil Engineer	1
Data Entry Operator I/II	1
Deputy Building Official	2
Development Services Manager	1
Electrical Inspector	1
Junior Civil Engineer	1
Office Assistant I/II	3
Permit Technician	3
Plan Check Engineer	1
Plans Examiner I/II	1
Plumbing & Mechanical Inspector	1
Senior Plans Examiner	1
Supervising Building Inspector	1
Supervising Civil Engineer	1
<b>Total</b>	<b>30</b>

Planning and Environmental Services

Administrative Secretary III	1
Assistant Planner	2
Associate Planner	4
Drafting/Graphics Tech. I/II	.75
Junior Planner	1
Office Assistant I/II	1
Planning and Environmental Services Manager	1
Principal Planner	1
Senior Planner	1
<b>Total</b>	<b>12.75</b>
<b>Development Services Total</b>	<b>46.75</b>

FINANCE

General Accounting

Account Clerk I/II	1
Account Clerk III	3
Accountant I/II	3
Accounting Manager	2
Accounting Technician	1
Controller	.85
Data Entry Operator I/II	1
Finance & Management Services Director	.85
Management Accountant/Auditor	2.35
Senior Administrative Secretary (C)	1
<b>Total</b>	<b>16.05</b>

Budget/Capital Improvement Projects

Accounting Manager	1
Accountant I	1
<b>Total</b>	<b>2</b>

Purchasing

Buyer	1
Purchasing Clerk	1
<b>Total</b>	<b>2</b>

Financial Resources	
Administrative Technician	.75
Financial Analyst III	.50
Financial Services Manager	1
	Total 2.25
Liability Management	
Administrative Technician	.25
Financial Analyst III	.50
	Total .75
Grants Management	
Accountant I/II	2
Accounting Manager	1
Administrative Secretary III	1
Grants Coordinator	1
	Total 5
Mail and Courier Services	
Mail Clerk	2
	Total 2
Utility Customer/Licensing Services	
Accounting Manager	1
Code Compliance Inspector/Park Ranger I/II	1
Customer Service Accounting Technician	1
Customer Service Representative I/II	7
Licensing Collector	1
Senior Customer Service Representative	2
	Total 13
	Finance Total 43.05

**FIRE**

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	3.80
Fire Captain	24
Fire Chief	1
Fire Engineer	24
Firefighter	33
	Total 89.25
Fire Prevention	
Administrative Secretary I/II	.50
Assistant Fire Chief	.05
Fire Battalion Chief	.90
Fire Captain	1
Fire Inspector	5
Plans Examiner	.90
	Total 8.35
Disaster Preparedness	
Disaster Preparedness Coordinator	1
Fire Battalion Chief	.20
Fire Captain	1
	Total 2.20
Certified Unified Program Agency (CUPA)	
CUPA Coordinator	1
Fire Battalion Chief	.10
Fire Environmental Specialist I/II	5
Plans Examiner	.10
Traffic Service Assistant II (Materials Expeditor)	1
	Total 7.20
	Fire Total 107

HOUSING

Public Housing

Account Clerk I/II	1.05
Account Clerk III	1.55
Accountant I/II	1
Administrative Secretary III	.80
Administrative Technician	1
Compliance Services Manager	.03
Computer Network Engineer III	.75
Facilities Maintenance Worker I/II	7
Groundswoker I/II (or Maintenance Worker Trainee)	5
Housing Contract Administrator	1
Housing Director	.30
Housing Engineer	1
Housing Finance Officer	.55
Housing Maintenance Superintendent	1
Housing Maintenance Supervisor	3
Housing Modernization Superintendent	1
Housing Program Manager	.55
Housing Program Supervisor	1.50
Housing Specialist I/II	5
Management Accountant/Auditor	.80
Management Analyst I/II	3.00
Management Analyst III	.85
Office Assistant I/II	5.15
Project Developer	1
Resident Services Assistant	2
Resident Services Coordinator	1
Senior Groundswoker	1
Senior Housing Maintenance Worker	2
Senior Housing Specialist	3
<b>Total</b>	<b>51.88</b>

Rental Assistance

Account Clerk I/II	.95
Account Clerk III	.45
Accountant I/II	1
Administrative Secretary III	1.05
Compliance Services Manager	.06
Computer Network Engineer III	.25
Housing Director	.55
Housing Finance Officer	.45
Housing Inspector	2
Housing Program Manager	.45
Housing Program Supervisor	1.50
Housing Specialist I/II	8
Management Accountant/Auditor	.20
Management Analyst I/II/III	.15
Office Assistant I/II	3.85
Senior Housing Specialist	1
<b>Total</b>	<b>22.91</b>

Affordable Housing Assistance

Housing Rehabilitation Program Manager	.60
Office Assistant I/II	.45
Rehabilitation Construction Specialist I/II	.05
Rehabilitation Loan Assistant	.45
Rehabilitation Loan Specialist	.45
<b>Total</b>	<b>2</b>

Housing Rehabilitation		
Housing Rehabilitation Program Manager		.25
Office Assistant I/II		.40
Rehabilitation Construction Specialist I/II		.80
Rehabilitation Loan Assistant		.40
Rehabilitation Loan Specialist		.40
	Total	2.25
Homeless Assistance		
Homeless Assistance Program Coordinator		1
	Total	1
Mobilehome Rent Stabilization		
Compliance Services Manager		.82
	Total	.82
Fair Housing		
Compliance Services Manager		.09
	Total	.09
	Housing Total	80.95
<b>HUMAN RESOURCES</b>		
Human Resources		
Administrative Secretary I/II (C)		2
Administrative Technician		1
Assistant City Manager		.20
Human Resources Coordinator		1
Human Resources Director		1
Human Resources Manager		1
Human Resources Technician		2
Office Assistant I/II		1
	Total	9.20
Workers' Compensation		
Administrative Technician		.50
Workers' Compensation Manager		1
Workers' Compensation Specialist		1
	Total	2.50
Safety Management		
Administrative Technician		.50
Safety Specialist		1
	Total	1.50
	Human Resources Total	13.20
<b>LIBRARY</b>		
Library Community Outreach		
Administrative Assistant		1
Library Aide III		1
Library Director		1
Office Assistant I/II		1
	Total	4
Library Circulation Services		
Circulation Supervisor		1
Library Aide I/II		8.50
	Total	9.50
Library Branch Services		
Computer Network Engineer I/II		1
Librarian I/II		3
Librarian III		1
Library Aide I/II		2
Library Aide III		1
Library Services Supervisor		1
	Total	9

Library Information/Reference Services		
Librarian I/II		9.50
Librarian III		1
Library Services Supervisor		1
Literacy Coordinator		1
Office Assistant I/II		1
	Total	13.50
Library Support Services		
Computer Network Engineer III		1
Library Aide I/II		3.50
Library Aide III		1
Systems Analyst III		1
	Total	6.50
Carnegie Art Museum		
Cultural Arts Supervisor		1
Event Attendant I/II/III		1.50
Office Assistant I/II		1
	Total	3.50
	Library Total	46
POLICE		
Code Compliance		
Administrative Technician		1
Code Compliance Inspector I/II/Park Ranger		9
Code Compliance Manager		1
Office Assistant I/II		1
Senior Code Compliance Inspector		1
	Total	13.00
Community Patrol		
Administrative Secretary II		1
Animal Safety Officer		3
Assistant Police Chief		1
Community Service Officer		8
Crossing Guard		10.50
Police Commander		6
Police Officer I/II		147
Police Officer III		16
Police Sergeant		18
Police Service Officer		8
Senior Animal Safety Officer		1
Senior Police Service Officer		1
Senior Traffic Service Assistant		3
Traffic Service Assistant I/II		15
	Total	238.50
Criminal Investigation		
Assistant Police Chief		1
Community Service Officer		2
Crime Analyst I/II		2
Criminalist		1
Data Entry Operator I/II		.50
Evidence Technician I/II		2
Missing Persons Specialist		1
Police Commander		1
Police Officer I/II		18
Police Officer III		17
Police Sergeant		5
Sex Registrant Specialist		1
Victim Services Specialist		1
	Total	52.50

Police Support Services

Account Clerk I/II	2
Administrative Assistant (C)	1
Administrative Services Assistant	1
Assistant Police Chief	1
Community Affairs Manager	1
Community Service Officer	3
Computer Network Engineer III	3
Data Entry Operator I/II	3.75
Office Assistant I/II	1
Police Cadet	.50
Police Chief	1
Police Commander	1
Police Records Manager	1
Police Records Supervisor	1
Police Records Technician I/II	15.25
Police Records Technician III	3
Police Sergeant	3
Police Word Processor I/II	7.50
Police Word Processor III	1
Programmer Analyst	2
Property & Evidence Custodian	1
Senior Administrative Secretary	1
Support Services Manager	1
Systems Analyst I/II/III	1

Total 57

Emergency Communications

Communications Manager	1
Communications Training Coordinator	1
Public Safety Dispatcher I/II	19
Public Safety Dispatcher III	5

Total 26

Police Total 387

PUBLIC WORKS

Water Procurement

Administrative Assistant	1
Administrative Secretary III	1
Administrative Services Manager	1
Management Analyst I/II	1
Office Assistant I/II	1
Public Works Director	1
Senior Water Distribution Operator	1
Water Conservation/Outreach Coordinator	1
Water Conservation/Outreach Technician	2
Water Programs Manager	1
Water Projects Manager	1
Water Resources Manager	1

Total 13

Water Security & Contamination Prevention

Water Regulatory Compliance Coordinator	1
Water Regulatory Compliance Coordinator Technician I/II	2

Total 3

Water Production

Chief Operator	1
Senior Water Treatment Plant Operator	1
Water Treatment Plant Operator I/II/III	5

Total 7

Water Distribution		
Chief Operator		1
Meter Reader		5
Meter Repair Worker		4
Senior Meter Reader		1
Senior Meter Repair Worker		1
Senior Water Distribution Operator		1
Water Distribution Operator I		8
Water Distribution Operator II		3
	Total	24
Source Control		
Administrative Secretary III		.50
Data Entry Operator I/II		.50
Management Analyst III		.25
Senior Wastewater Environmental Specialist		1
Source Control Inspector I/II/Trainee		1
Source Control Technician		.75
Technical Services Manager		.50
Wastewater Environmental Specialist		2
	Total	6.50
Storm Water Quality Management		
Data Entry Operator I/II		.50
Management Analyst III		.25
Senior Wastewater Environmental Specialist		1.00
Source Control Technician		.25
Technical Services Manager		.50
Utility Services Manager		.20
Wastewater Environmental Specialist		2
	Total	4.70
Collection System Maintenance and Upgrades		
Administrative Secretary III		.50
Administrative Technician		1
Civil Engineer		.25
Electrician/Instrumentation Technician		.20
Instrumentation Technician		.15
Senior Wastewater Collection Operator		1
Senior Wastewater Mechanic		2
Transport Operator		.50
Utility Services Manager		.20
Wastewater Collection Operator I/II		4
Wastewater Collection Supervisor		.50
Wastewater Maintenance Manager		.25
Wastewater Maintenance Supervisor		.50
	Total	11.55
Flood Control		
Transport Operator		.50
Wastewater Collection Operator I/II		2
Wastewater Collection Supervisor		.50
Wastewater Maintenance Manager		.25
	Total	3.25
Laboratory Services		
Chemist		1
Laboratory Assistant		1
Laboratory Technician		2
Laboratory Supervisor		1
Management Analyst III		.25
Utility Services Manager		.20
Wastewater Operations Manager		.25
	Total	5.70

<b>Treatment Plant Operations</b>		
Administrative Secretary III		1
Civil Engineer		.75
Management Analyst III		.25
Power Production Operator II		2
Senior Wastewater Operator		4
Wastewater Operations Manager		.75
Wastewater Operator I/II		14
Wastewater Operator III		2
	<b>Total</b>	<b>24.75</b>
<b>Treatment Plant Maintenance &amp; Upgrades</b>		
Electrician/Instrumentation Technician		.80
Groundswoker I/II		1
Instrumentation Technician		.85
Treatment Plant Electrician		1.50
Utility Services Manager		.40
Wastewater Maintenance Manager		.50
Wastewater Maintenance Supervisor		.50
Wastewater Mechanic I/II		10
	<b>Total</b>	<b>15.55</b>
<b>Solid Waste Planning</b>		
Account Clerk I/II		1
Account Clerk III		1
Administrative Secretary III		1
Solid Waste Superintendent		1
Management Analyst III		1
Office Assistant I/II		1
	<b>Total</b>	<b>6</b>
<b>Waste Reduction and Education</b>		
Outreach/Education Specialist		2
Recycling Manager		1
	<b>Total</b>	<b>3</b>
<b>Solid Waste Residential Collection</b>		
Solid Waste Equipment Operator I		30
Solid Waste Compliance Specialist		4
Solid Waste Supervisor		1
	<b>Total</b>	<b>35</b>
<b>Solid Waste Commercial Collection</b>		
Container Service Worker		2
Solid Waste Equipment Operator II		11
Solid Waste Supervisor		1
	<b>Total</b>	<b>14</b>
<b>Solid Waste Industrial Collection</b>		
Solid Waste Equipment Operator I		1
Solid Waste Equipment Operator II		7
Solid Waste Supervisor		1
	<b>Total</b>	<b>9</b>
<b>Solid Waste Processing &amp; Disposal</b>		
Solid Waste Supervisor		1
Solid Waste Transfer Operator		13
	<b>Total</b>	<b>14</b>
<b>Equipment Maintenance</b>		
Administrative Assistant		1
Equipment Service Worker/Mechanic I/II (or Maintenance Worker Trainee)		23
Equipment Mechanic Supervisor		2
Fleet Services Manager		1
Senior Equipment Mechanic		6
Service Manager		1
Tire Repairer		1
	<b>Total</b>	<b>35</b>

Transportation Planning		
Project Manager		1
	Total	1
Transit Services		
Project Manager		1
	Total	1
Traffic Engineering & Operations		
Assistant Traffic Engineer		1
Associate Traffic Design Engineer		1
Traffic Engineer		1
Traffic Signal Repairer I/II		2
Traffic Signal Technician		1
	Total	6
Street Maintenance & Repair		
Administrative Secretary III		1
Administrative Technician		1
Civil Engineer		.50
Construction & Maintenance Engineer		1
Construction Project Coordinator		1
Construction Project Manager		1
Equipment Operator		6
Office Assistant I/II		1
Senior Street Maintenance Worker		4
Street Maintenance & Repair Manager		1
Street Maintenance Supervisor		1
Street Maintenance Worker I/II (or Maintenance Worker Trainee)		7
Traffic Safety Maintenance Worker		2
	Total	27.50
Construction Services - Streets		
Civil Engineer		.50
Construction Inspector I/II		7
Senior Construction Inspector		2
	Total	9.50
Survey Services		
City Surveyor		1
Engineering/Survey Technician I/II		1
Senior Engineering Technician/Survey Chief		1
	Total	3
Engineering Design and Contract Administration		
Administrative Secretary III		1
Assistant Civil Engineer		1
Construction Project Coordinator		1
Design & Construction Services Manager		1
Engineering/Survey Technician I/II		2
Senior Civil Engineer		2
	Total	8
Facilities Maintenance		
Administrative Technician		.10
Construction Project Coordinator		1
Custodial Supervisor		1
Custodian		10
Facilities Maintenance Supervisor		1
Facilities Maintenance Worker I/II		4
HVAC Technician		3
Maintenance Carpenter		2
Maintenance Electrician		2
Maintenance Plumber		2
Maintenance Services Manager		.25
Office Assistant I/II		.20
Senior Custodian		2
Senior Facilities Maintenance Worker		2
	Total	30.55

<b>Parks, Public Grounds &amp; Open Space</b>		
Administrative Secretary I/II		1
Administrative Technician		.60
Groundswoker I/II (or Maintenance Worker Trainee)		7
Office Assistant I/II		.80
Maintenance Services Manager		.25
Parks Maintenance Supervisor		2
Senior Groundswoker		2
	<b>Total</b>	<b>13.65</b>
<b>Street Trees &amp; Medians</b>		
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
	<b>Total</b>	<b>9</b>
<b>Graffiti Action Program</b>		
Graffiti Action Coordinator		1
Office Assistant I/II		1
	<b>Total</b>	<b>2</b>
<b>Park/Facility Development</b>		
Landscape Architect		2
Parks Manager		1
	<b>Total</b>	<b>3</b>
<b>Street Landscaping</b>		
Administrative Technician		.20
Maintenance Services Manager		.25
Management Analyst I/II		1
Parks Maintenance Supervisor		1
Senior Groundswoker		2
	<b>Total</b>	<b>4.45</b>
<b>River Ridge Golf Course</b>		
Administrative Technician		.10
Maintenance Services Manager		.25
	<b>Total</b>	<b>.35</b>
	<b>Public Works Total</b>	<b>354</b>
<b>RECREATION AND COMMUNITY SERVICES</b>		
<b>Recreation Services</b>		
Administrative Secretary I/II		1
Administrative Secretary III		.50
Administrative Technician		1
Leisure and Recreation Superintendent		.50
Management Analyst I/II		1
Management Analyst III		.30
Office Assistant I/II		1
Recreation/Human Services Coordinator		4
Recreation/Human Services Leader I/II/III		2.50
Recreation Supervisor		2.35
	<b>Total</b>	<b>14.15</b>
<b>Youth Development</b>		
Administrative Secretary III		.50
Leisure and Recreation Superintendent		.50
Management Analyst III		.30
Police Officer III		1
Recreation/Human Services Coordinator		.50
Recreation Supervisor		.65
	<b>Total</b>	<b>3.45</b>
<b>Senior Services/Special Populations</b>		
Office Assistant I/II		1
Recreation/Human Services Coordinator		2
Recreation/Human Services Leader I/II/III		2.75
Recreation Supervisor		1
	<b>Total</b>	<b>6.75</b>

Resolution No.  
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Performing Arts and Convention Center  
Administrative Secretary I/II  
Community Facilities Manager  
Custodian  
Event Attendant I/II/III  
Event Coordinator  
Facilities Maintenance Worker I/II  
Senior Custodian

2  
5.50  
.1

Total 12.50  
Recreation and Community Services Total 36.85

CITY TOTAL 1186.50

PASSED AND ADOPTED on this 11<sup>th</sup> day of July, 2006, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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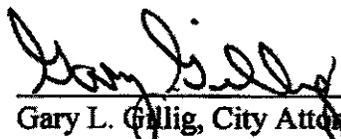
Dr. Thomas E. Holden, Mayor

ATTEST:

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Daniel Martinez, City Clerk

APPROVED AS TO FORM:

 07-06-06  
\_\_\_\_\_  
Gary L. Gillig, City Attorney

CITY COUNCIL OF THE CITY OF OXNARD

RESOLUTION NO.

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, 2006.

PASSED AND ADOPTED on this 11<sup>th</sup> day of July, 2006, by the following vote:

AYES:

NOES:

ABSENT:

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Dr. Thomas E. Holden, Mayor

ATTEST:

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Daniel Martinez, City Clerk

APPROVED AS TO FORM:

 07-06-06  
\_\_\_\_\_  
Gary L. Gillig, City Attorney

**CITY OF OXNARD**  
**CLASSIFICATION AND SALARY SCHEDULE**  
**EFFECTIVE JULY 1, 2006**

Class Title	Salary Range	Class Title	Salary Range
Account Clerk I	A 14	City Treasurer	Ordinance
Account Clerk II	A 20	Civil Engineer	A 97
Account Clerk III	A 27	Code Compliance Inspector/Park Ranger I	B 96.00
Accountant I	A 63	Code Compliance Inspector/Park Ranger II	B 106.00
Accountant II	A 80	Code Compliance Manager	M 40
Accounting Manager	M 48	Communications Manager	M 36
Accounting Technician	A 45	Communications Training Coordinator	P 76
Administrative Assistant	A 61	Community Affairs Manager	M 38
Administrative Assistant (C)	C 70	Community Development Director	T 14
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	Compliance Services Manager	M 29
Administrative Secretary I (Conf)	C 15	Computer Network Engineer I	A 32
Administrative Secretary II	A 19	Computer Network Engineer II	A 49
Administrative Secretary II (Conf)	C 30	Computer Network Engineer III	A 78
Administrative Secretary III	A 26	Computer Operator	A 49
Administrative Secretary III (Conf)	C 40	Construction & Maintenance Engineer	M 66
Administrative Services Assistant	A 61	Construction Inspector I	B 104.50
Administrative Services Manager	M 66	Construction Inspector II	B 114.50
Administrative Technician	A 36	Construction Project Coordinator	A 61
Animal Safety Officer	B 74.00	Construction Project Manager	M 29
Assistant City Attorney	M 88	Container Service Worker	B 74.00
Assistant City Clerk	M 11	Controller	M 62
Assistant City Manager	T 25	Crime Analyst I	A 48
Assistant City Treasurer	M 11	Crime Analyst II	A 64
Assistant Civil Engineer	A 93	Criminalist	A 83
Assistant Fire Chief	M 180.75	Crossing Guard	A 00
Assistant Planner	A 69	Cultural Arts Supervisor	M 11
Assistant Police Chief	M 180.75	CUPA Coordinator	M 44
Assistant Traffic Design Engineer	A 93	Custodial Supervisor	M 14
Assistant Traffic Engineer	A 93	Custodian	B 48.00
Associate Planner	A 83	Customer Service Accounting Technician	A 45
Associate Traffic Design Engineer	A 97	Customer Service Representative I	A 14
Building Inspector I	B 104.50	Customer Service Representative II	A 20
Building Inspector II	B 114.50	Data Entry Operator I	A 14
Buyer	A 40	Data Entry Operator II	A 20
Chemist	A 72	Deputy Building Official	M 74
Chief Operator	M 32	Deputy City Attorney I	M 48
Circulation Supervisor	M 14	Deputy City Attorney II	M 62
City Attorney	Contract	Deputy City Manager	T 07
City Clerk	Ordinance	Design & Construction Services Manager	M 83
City Council Member	Ordinance	Development Services Director	T 15
City Manager	Contract	Development Services Manager	M 87
City Surveyor	M 34	Disaster Preparedness Coordinator	M 38

**CITY OF OXNARD**  
**CLASSIFICATION AND SALARY SCHEDULE**  
**EFFECTIVE JULY 1, 2006**

Class Title	Salary Range	Class Title	Salary Range
Drafting/Graphics Technician I	A 41	Groundswoker II	B 70.00
Drafting/Graphics Technician II	A 57	Homeless Assistance Program Coordinator	M 29
Electrical Inspector	B 126.50	Housing Contract Administrator	A 61
Electrician/Instrumentation Technician	B 112.25	Housing Director	T 10
Emergency Medical Services Coordinator	M 44	Housing Engineer	A 89
Engineering Technician I/Survey Crew	A 41	Housing Financial Officer	M 48
Engineering Technician II/Survey Crew	A 57	Housing Inspector	B 79.00
Engineering Technician I	A 41	Housing Maintenance Superintendent	M 38
Engineering Technician II	A 57	Housing Maintenance Supervisor	M 14
Equipment Mechanic I	B 99.00	Housing Modernization Superintendent	M 38
Equipment Mechanic II	B 104.00	Housing Programs Manager	M 51
Equipment Mechanic Supervisor	M 16	Housing Program Supervisor	M 29
Equipment Operator	B 79.00	Housing Rehabilitation Program Manager	M 38
Equipment Service Worker	B 61.00	Housing Specialist I	A 44
Event Attendant II (P)	A 06	Housing Specialist II	A 59
Event Attendant III (P)	A 36	Housing Specialist Trainee	A 33
Event Coordinator	A 46	Human Resources Coordinator	M 29
Evidence Technician I	A 53	Human Resources Director	T 06
Evidence Technician II	A 68	Human Resources Manager	M 66
Executive Assistant I	C 70	Human Resources Technician	C 70
Executive Assistant II	C 72	HVAC Technician	B 89.00
Facilities Maintenance Worker I	B 62.00	Instrumentation Technician	B 112.25
Facilities Maintenance Worker II	B 72.00	Junior Accountant	A 45
Facilities Maintenance Supervisor	M 19	Junior Civil Engineer	A 85
Finance and Management Services Director	T 10	Junior Planner	A 52
Financial Analyst I	M 14	Junior Traffic Design Engineer	A 85
Financial Analyst II	M 22	Laboratory Assistant	A 40
Financial Analyst III	M 29	Laboratory Supervisor	M 26
Financial Services Manager	M 48	Laboratory Technician	A 56
Fire Battalion Chief	M 163.00	Landscape Architect	A 89
Fire Captain	F 124.00	Law Office Manager	M 19
Fire Chief	T 19	Leisure and Recreation Superintendent	M 48
Fire Engineer	F 109.00	Librarian I	A 47
Fire Environmental Specialist I	F 96.00	Librarian II	A 62
Fire Environmental Specialist II	F 109.00	Librarian III	A 79
Fire Inspector	F 109.00	Library Aide I	A 15
Firefighter	F 96.00	Library Aide II	A 21
Firefighter Trainee	Flat Rate	Library Aide III	A 28
Fleet Services Manager	M 44	Library Director	T 00
Geographic Information Systems Coordinator	M 51	Library Services Supervisor	M 26
Geographic Information Systems Technician I	A 50	Licensing Collector	A 45
Geographic Information Systems Technician II	A 70	Literacy Coordinator	A 47
Graffiti Action Coordinator	B 99	Mail Clerk	A 15
Grants Coordinator	M 36	Maintenance Carpenter	B 88.00
Groundswoker I	B 60.00	Maintenance Electrician	B 89.00

**CITY OF OXNARD**  
**CLASSIFICATION AND SALARY SCHEDULE**  
**EFFECTIVE JULY 1, 2006**

Class Title	Salary Range	Class Title	Salary Range
Maintenance Plumber	B 88.00	Project Developer	A 76
Maintenance Services Manager	M 74	Project Manager	M 40
Maintenance Worker Trainee	B 45.00	Property & Evidence Custodian	A 68
Management Accountant/Auditor	M 29	Public Information Officer	M 38
Management Analyst I	M 14	Public Safety Dispatcher I	P 49.00
Management Analyst II	M 22	Public Safety Dispatcher II	P 59.00
Management Analyst III	M 29	Public Safety Dispatcher III	P 76.00
Mayor	Ordinance	Public Safety Trainee	Flat Rate
Meter Reader	B 70.00	Public Works Director	T 22
Meter Repair Worker	B 75.00	Purchasing Clerk	A 20
Missing Persons Specialist	A 34	Recreation/Human Services Coordinator	A 42
Neighborhood Services Coordinator	A 61	Recreation/Human Services Leader II	A 01
Network Services Coordinator	M 14	Recreation/Human Services Leader III	A 21
Office Assistant I	A 10	Recreation Supervisor	M 19
Office Assistant I (Conf)	C 10	Recycling Manager	M 36
Office Assistant II	A 15	Redevelopment Project Manager	M 40
Office Assistant II (Conf)	C 20	Redevelopment Services Manager	M 74
Outreach/Education Specialist	A 61	Rehabilitation Construction Specialist I	B 101.00
Paralegal	C 75	Rehabilitation Construction Specialist II	B 111.00
Parks Maintenance Supervisor	M 14	Rehabilitation Loan Assistant	A 33
Parks Manager	M 44	Rehabilitation Loan Specialist	A 74
Permit Technician	A 55	Resident Services Assistant	A 59
Planning & Environmental Services Manager	M 81	Resident Services Coordinator	A 74
Plans Examiner I	A 66	Safety Specialist	A 72
Plans Examiner II	A 81	Senior Administrative Legal Secretary	C 65
Police Cadet	A 04	Senior Administrative Secretary	A 35
Police Chief	T 25	Senior Administrative Secretary (C)	C 55
Police Commander	M 163.00	Senior Animal Safety Officer	B 84.00
Police Officer I	P 91.00	Senior Civil Engineer	A 99
Police Officer II	P 91.00	Senior Code Compliance Inspector	B 116.00
Police Officer III	P 99.00	Senior Construction Inspector	B 124.50
Police Records Manager	M 29	Senior Custodian	B 58.00
Police Records Supervisor	M 11	Senior Customer Service Representative	A 27
Police Records Technician I	A 11	Senior Engineering Technician	A 76
Police Records Technician II	A 17	Senior Engineering Technician/Survey Chief	A 76
Police Records Technician III	A 24	Senior Equipment Mechanic	B 109.00
Police Sergeant	P 106.00	Senior Facilities Maintenance Worker	B 99.00
Police Service Officer	P 72.00	Senior Groundswoker	B 80.00
Police Word Processor I	A 23	Senior Housing Maintenance Worker	B 92.00
Police Word Processor II	A 30	Senior Housing Specialist	A 74
Police Word Processor III	A 38	Senior Meter Reader	B 80.00
Power Production Operator I	B 85.25	Senior Meter Repair Worker	B 85.00
Power Production Operator II	B 95.25	Senior Planner	M 32
Principal Planner	M 44	Senior Plans Examiner	A 87
Programmer Analyst	A 86	Senior Police Service Officer	P 77.00

**CITY OF OXNARD**  
**CLASSIFICATION AND SALARY SCHEDULE**  
**EFFECTIVE JULY 1, 2006**

<b>Class Title</b>	<b>Salary Range</b>	<b>Class Title</b>	<b>Salary Range</b>
Senior Street Maintenance Worker	B 86.00	Utility Services Manager	M 88
Senior Traffic Service Assistant	A 16	Victim Services Specialist	A 59
Senior Water Treatment Operator	B 106.00	Wastewater Collections Supervisor	M 14
Senior Tree Trimmer	B 86.00	Wastewater Collections Operator I	B 69.00
Senior Wastewater Collections Operator	B 86.00	Wastewater Collections Operator II	B 79.00
Senior Wastewater Environmental Specialist	B 116.00	Wastewater Environmental Specialist	B 111.00
Senior Wastewater Mechanic	B 104.00	Wastewater Maintenance Electrician	B 99.00
Senior Wastewater Treatment Operator	B 105.25	Wastewater Maintenance Manager	M 32
Senior Water Distribution Operator	B 80.00	Wastewater Maintenance Supervisor	M 19
Service Manager	M 19	Wastewater Mechanic I	B 89.00
Sex Registrant Specialist	A 34	Wastewater Mechanic II	B 99.00
Solid Waste Compliance Specialist	B 94.00	Wastewater Operations Manager	M 32
Solid Waste Equipment Operator I	B 69.00	Wastewater Operations Supervisor	M 19
Solid Waste Equipment Operator II	B 74.00	Wastewater Operator-In-Training	B 67.00
Solid Waste Superintendent	M 66	Wastewater Superintendent	M 66
Solid Waste Supervisor	M 19	Wastewater Treatment Operator I	B 82.00
Solid Waste Transfer Operator	B 84.00	Wastewater Treatment Operator II	B 92.00
Source Control Inspector	B 100.50	Wastewater Treatment Operator III	B 97.00
Source Control Technician	B 99.00	Water Conservation/Outreach Coordinator	B 114.50
Street Maintenance and Repair Manager	M 32	Water Conservation/Outreach Technician	B 59.00
Street Maintenance Supervisor	M 19	Water Distribution Operator I	B 64.00
Street Maintenance Worker I	B 59.00	Water Distribution Operator II	B 74.00
Street Maintenance Worker II	B 69.00	Water Programs Manager	M 44
Student Trainee	Flat Rate	Water Projects Manager	M 38
Supervising Building Inspector	M 40	Water Regulatory Compliance Coordinator	B 114.50
Supervising Civil Engineer	M 74	Water Regulatory Compliance Technician I	B 94.00
Support Services Manager	M 62	Water Regulatory Compliance Technician II	B 104.00
Systems Administrator	M 62	Water Resources Manager	M 66
Systems Analyst I	M 29	Water Treatment Operator I	B 86.00
Systems Analyst II	M 40	Water Treatment Operator II	B 91.00
Systems Analyst III	M 51	Water Treatment Operator III	B 96.00
Technical Services Manager	M 44	Word Processor I	A 23
Telecommunications Coordinator	M 29	Word Processor II	A 30
Tire Repairer	B 61	Word Processor III	A 38
Traffic Engineer	M 59	Workers' Compensation Specialist	A 61
Traffic Safety Maintenance Worker	B 69.00	Workers' Compensation Manager	M 48
Traffic Signal Repairer I	B 79.00		
Traffic Signal Repairer II	B 89.00		
Traffic Signal Technician	B 112.00		
Traffic Service Assistant I	A 05		
Traffic Service Assistant II	A 10		
Transport Operator	B 99.00		
Treatment Plant Electrician	B 99.00		
Tree Trimmer I	B 66.00		
Tree Trimmer II	B 76.00		

CITY COUNCIL OF THE CITY OF OXNARD

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OXNARD  
ESTABLISHING AN APPROPRIATION LIMIT FOR THE FISCAL YEAR  
2006-2007

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 Director of Finance of the City of Oxnard as required by law; and

WHEREAS, the proceeds of taxes appropriation limit for the fiscal year 2006-2007 is calculated by adjusting the "base year," fiscal year 1978-79; and

WHEREAS, the four factors are:

1. change in the population of the County = .82%
2. change in the population of the City = .88%
3. change in the per capita income in California = 3.96%
4. change in nonresidential construction = 5.10%; and

WHEREAS, the formula provides that the City can use the greater of either factors 1 or 2, plus the greater of either factors 3 or 4; and

WHEREAS, the City's fiscal year 2006-2007 appropriation limit for proceeds of taxes is determined to be \$155,966,438, using factors 2 and 4;

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

The proceeds of taxes appropriation limit for the fiscal year 2006-2007 is established as \$155,966,438, and the "proceeds of taxes" revenue subject to this limitation is \$75,459,696, 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.

Resolution No.

Page 2

PASSED AND ADOPTED on this 11<sup>th</sup> day of July, 2006, by the following vote:

AYES

NOES:

ABSENT:

---

Dr. Thomas E. Holden, Mayor

ATTEST:

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Daniel Martinez, City Clerk

APPROVED AS TO FORM

 07-06-06  

---

Gary L. Gillig, City Attorney

CITY COUNCIL OF THE CITY OF OXNARD

RESOLUTION NO.

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. OPERATING 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 BUDGET 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. City Council will approve appropriations annually.
4. The CIP Plan will be in conformance with and support the City's major planning documents: the 2020 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. The City Council will fund and manage capital projects 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 all project expenditures, 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 General Fund unless specifically prohibited by State or federal laws or by other regulations, covenants or agreements, with the exception that staff will assign interest earned to the following funds: enterprise funds, internal service funds, and development funds.
2. Investment policies will be reviewed annually by the Investment Review Committee and the City Council.

IV. 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.
- D. Staff will review the amount of the reserve requirement annually and City Council may increase the reserve by the amount necessary to meet future identified, one-time needs, and specific expenditures requiring the accumulation of funds over a given period.

V. 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. 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 minimum bond rating objective for the City for all debt issues is a Moody's and Standard & Poor's rating of A (upper medium grade). Credit enhancements will be used to achieve higher ratings when there is an economic benefit.

VI. 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.
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 Council.

VII. 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.
- 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.

Resolution No.

Page 9

F. To assist in the overall administration of the risk management program, the City Council will utilize the following consultants:

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 11<sup>th</sup> day of July, 2006, by the following vote:

AYES:

NOES:

ABSENT:

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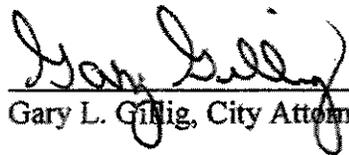
Dr. Thomas E. Holden, Mayor

ATTEST:

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Daniel Martinez, City Clerk

APPROVED AS TO FORM:

 07-06-06  
Gary L. Gilig, City Attorney

COMMUNITY DEVELOPMENT COMMISSION OF THE CITY OF OXNARD

RESOLUTION NO.

A RESOLUTION OF THE COMMUNITY DEVELOPMENT COMMISSION OF THE CITY OF OXNARD APPROVING THE COMMUNITY DEVELOPMENT COMMISSION'S OPERATING AND CAPITAL IMPROVEMENT BUDGET FOR FISCAL YEAR 2006-2007

WHEREAS, the Executive Secretary submitted for the consideration of the Community Development Commission of the City of Oxnard the proposed Operating and Capital Improvement Budgets for the fiscal year 2006-2007; 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 COMMUNITY DEVELOPMENT COMMISSION OF THE CITY OF OXNARD HEREBY RESOLVES AS FOLLOWS:

1. Having reviewed the proposed Operating and Capital Improvement Budgets and the funds included therein for the period of July 1, 2006 through June 30, 2007, the Community Development Commission hereby adopts the budget and appropriations for fiscal year 2006-2007 summarized as follows:

	FY 2006-2007 Budget
Central City Revitalization Project Area	\$2,959,304
R-108 Project Area	111,556
Southwinds Project Area	710,204
Ormond Beach Project Area	279,544
HERO Project Area	868,733
20% Set Aside Housing Fund	1,791,610
Total Cost	\$6,720,951

2. Staff is directed to ensure that the final adopted budget document containing the Community Development Commission's operating budget for fiscal year 2006-2007 shall contain all revisions made by the Community Development Commission prior to final budget adoption.
3. Any unused appropriations at the end of fiscal year 2005-2006 in active Capital Improvement Projects are hereby reappropriated for continued use in the fiscal year 2006-2007 budget.
4. Remaining balances in approved grant programs at the end of fiscal year 2005-2006, except for balances reallocated as part of the budget process, are hereby reappropriated for continuing use in fiscal year 2006-2007 and all estimated revenues from such approved grants for fiscal year 2005-2006 that are not realized by year end are hereby authorized to be continued.

Resolution No.  
Page 2

PASSED AND ADOPTED on this 11<sup>th</sup> day of July, 2006, by the following vote:

AYES:

NOES:

ABSENT:

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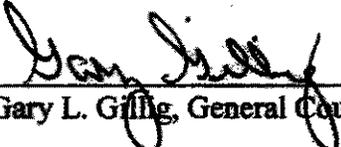
Dr. Thomas E. Holden, Chairman

ATTEST:

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Daniel Martinez, Secretary Designate

APPROVED AS TO FORM:

 07-06-06  

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Gary L. Gillig, General Counsel

000210

Attachment #7  
Page 2

HOUSING AUTHORITY OF THE CITY OF OXNARD

RESOLUTION NO.

A RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF OXNARD  
APPROVING THE HOUSING AUTHORITY'S OPERATING AND CAPITAL  
IMPROVEMENT BUDGETS FOR FISCAL YEAR 2006-2007

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 2006-2007; 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, 2006 through June 30, 2007, the Housing Authority hereby adopts the budget and appropriations for fiscal year 2006-2007 summarized as follows:

<u>Programs</u>	<u>FY 2006-2007 Budget</u>
Public Housing	\$ 6,362,870
Rental Assistance – Section 8	<u>15,847,381</u>
Total Cost	\$22,210,251

2. Staff is directed to ensure that the final adopted budget document containing the Housing Authority's operating budget for fiscal year 2006-2007 shall contain all revisions made by the Housing Authority prior to final budget adoption.

PASSED AND ADOPTED on this 11<sup>th</sup> day of July, 2006, by the following vote:

AYES:

NOES:

ABSENT:

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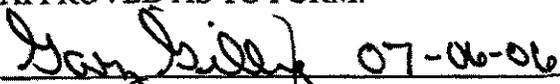
Dr. Thomas E. Holden, Chairman

ATTEST:

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Daniel Martinez, Secretary Designate

APPROVED AS TO FORM:

 07-06-06  
\_\_\_\_\_  
Gary L. Gillig, General Counsel

000211

## FINANCIAL AGREEMENT

This Financial Agreement is entered into as of this 1<sup>st</sup> day of July 2006, by and between the City of Oxnard, a municipal corporation duly organized and validly existing under the laws of the State of California through its Quimby Fund (the "Quimby Fund") on the one hand, and the City of Oxnard through its Capital Improvement Project Fund, duly established under the laws of the State of California (the "Project Fund") on the other hand.

### RECITALS

WHEREAS, the City of Oxnard, in implementation of its College Park Master Plan, has determined to develop College Park (the "Project"); and

WHEREAS, the Project requires the appropriation and expenditure of funds for the design, engineering and construction of the Project; and

WHEREAS, the Project Fund intends to fund design, engineering and construction of the Project through various sources of funds, including but not limited to the issuance of bonds, but such funding has not yet become available; and

WHEREAS, the Project Fund desires to borrow an amount of Six Hundred Thousand Dollars (\$600,000) from the Quimby Fund to complete design and engineering of the Project; and

WHEREAS, the Quimby Fund has available funds in unreserved, undesignated fund balances to loan to the Project Fund the sum of Six Hundred Thousand Dollars (\$600,000) for the Project Fund to complete the Project; and

WHEREAS, such available funds are currently invested earning interest at amounts comparable to the Local Agency Investment Fund ("LAIF") rate of interest; and

WHEREAS, such available funds are projected to remain available for the next two fiscal years; and

WHEREAS, the Project Fund has agreed to pay an interest rate of LAIF during the term that such funds are used by the Project Fund; and

WHEREAS, the Quimby Fund benefits from the loan by being able to earn a reasonable interest rate on idle funds; and

WHEREAS, the Project Fund benefits from the loan because the funds will allow timely design, engineering and construction of the Project at a reasonable price, and will allow the Project to be completed expeditiously.

## AGREEMENT

NOW THEREFORE, the Project Fund and the Quimby Fund hereby agree as follows:

### Section 1 Quimby Fund Loan to Project Fund

The Quimby Fund agrees to loan the Project Fund Six Hundred Thousand Dollars (\$600,000). The loan will accrue simple interest from the date received by the Project Fund at the average interest rate of LAIF. The LAIF rate shall be the average rate for each month ending one month prior to the payment due date.

### Section 2 Fund Repayment of Loan

The Project Fund hereby agrees to repay the Quimby Fund the principal balance then outstanding, plus interest as set out above, on or before June 30, 2008, unless the Project Fund and the Quimby Fund have negotiated an extension of the loan pursuant to Section 4 of this Financial Agreement.

### Section 3 Prepayment of Loan

Without Penalty, the Project Fund may prepay all or a portion of the principal and interest at any time.

### Section 4 Term

The term of this Financial Agreement shall be from July 1, 2006, to June 30, 2008, with the remaining amount of the loan, pursuant to Section 2 of this Financial Agreement being due and payable on that date. The loan shall, however, be immediately due and payable upon the issuance of bonds to fund the Project. Upon mutual written agreement of the Quimby Fund and the Project Fund, the term of this loan may be extended.

### Section 5 Execution in Counterparts

This Financial Agreement may be executed in several counterparts, each of which shall be an original, and all of which shall constitute but one and the same instrument.

### Section 6 Governing Law

This Financial Agreement shall be interpreted in accordance with the laws of the State of California.

Section 7 Integration

This Financial Agreement constitutes the whole agreement between the parties hereto with respect to the subject matter hereof, and neither party nor any of its agents or employees has made any representation except as specifically provided herein.

Section 8 Amendment

This Financial Agreement may be modified in writing when agreed to by both the Quimby Fund and Project Fund.

IN WITNESS WHEREOF, the parties hereto have executed and attested the execution of this Financial Agreement as of the date set forth above.

CITY OF OXNARD, through its  
Capital Improvement Project Fund

CITY OF OXNARD, through its  
Quimby Fund

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

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Dr. Thomas E. Holden, Mayor

ATTEST:

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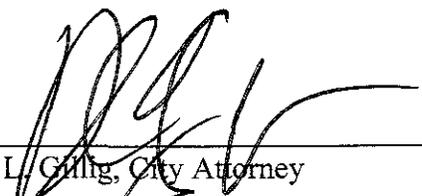
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Daniel Martinez, City Clerk

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Daniel Martinez, City Clerk

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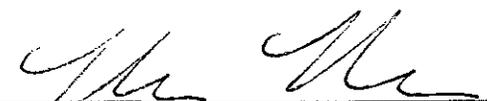
  
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Gary L. Gillig, City Attorney

  
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Gary L. Gillig, City Attorney

APPROVED AS TO CONTENT:

APPROVED AS TO CONTENT:

  
\_\_\_\_\_  
Marcie Medina, Finance Director

  
\_\_\_\_\_  
Marcie Medina, Finance Director

## FINANCIAL AGREEMENT

This Financial Agreement is entered into as of this 1<sup>st</sup> day of July 2006, by and between the City of Oxnard, a municipal corporation duly organized and validly existing under the laws of the State of California through its Wastewater Enterprise Fund (the "Wastewater Fund") on the one hand, and the City of Oxnard through its Capital Improvement Project Fund, duly established under the laws of the State of California (the "Project Fund") on the other hand.

### RECITALS

WHEREAS, the City of Oxnard, in implementation of its College Park Master Plan, has determined to develop College Park (the "Project"); and

WHEREAS, the Project requires the appropriation and expenditure of funds for the design, engineering and construction of the Project; and

WHEREAS, the Project Fund intends to fund design, engineering and construction of the Project through various sources of funds, including but not limited to the issuance of bonds, but such funding has not yet become available; and

WHEREAS, the Project Fund desires to borrow an amount of Six Hundred Thousand Dollars (\$600,000) from the Wastewater Fund to complete design and engineering of the Project; and

WHEREAS, the Wastewater Fund has available funds in unreserved, undesignated fund balances to loan to the Project Fund the sum of Six Hundred Thousand Dollars (\$600,000) for the Project Fund to complete the Project; and

WHEREAS, such available funds are currently invested earning interest at amounts comparable to the Local Agency Investment Fund ("LAIF") rate of interest; and

WHEREAS, such available funds are projected to remain available for the next two fiscal years; and

WHEREAS, the Project Fund has agreed to pay an interest rate of LAIF during the term that such funds are used by the Project Fund; and

WHEREAS, the Wastewater Fund benefits from the loan by being able to earn a reasonable interest rate on idle funds; and

WHEREAS, the Project Fund benefits from the loan because the funds will allow timely design, engineering and construction of the Project at a reasonable price, and will allow the Project to be completed expeditiously.

## AGREEMENT

NOW THEREFORE, the Project Fund and the Wastewater Fund hereby agree as follows:

### Section 1 Wastewater Fund Loan to Project Fund

The Wastewater Fund agrees to loan the Project Fund Six Hundred Thousand Dollars (\$600,000). The loan will accrue simple interest from the date received by the Project Fund at the average interest rate of LAIF. The LAIF rate shall be the average rate for each month ending one month prior to the payment due date.

### Section 2 Fund Repayment of Loan

The Project Fund hereby agrees to repay the Wastewater Fund the principal balance then outstanding, plus interest as set out above, on or before June 30, 2008, unless the Project Fund and the Wastewater Fund have negotiated an extension of the loan pursuant to Section 4 of this Financial Agreement.

### Section 3 Prepayment of Loan

Without Penalty, the Project Fund may prepay all or a portion of the principal and interest at any time.

### Section 4 Term

The term of this Financial Agreement shall be from July 1, 2006, to June 30, 2008, with the remaining amount of the loan, pursuant to Section 2 of this Financial Agreement being due and payable on that date. The loan shall, however, be immediately due and payable upon the issuance of bonds to fund the Project. Upon mutual written agreement of the Wastewater Fund and the Project Fund, the term of this loan may be extended.

### Section 5 Execution in Counterparts

This Financial Agreement may be executed in several counterparts, each of which shall be an original, and all of which shall constitute but one and the same instrument.

### Section 6 Governing Law

This Financial Agreement shall be interpreted in accordance with the laws of the State of California.

Section 7 Integration

This Financial Agreement constitutes the whole agreement between the parties hereto with respect to the subject matter hereof, and neither party nor any of its agents or employees has made any representation except as specifically provided herein.

Section 8 Amendment

This Financial Agreement may be modified in writing when agreed to by both the Wastewater Fund and Project Fund.

IN WITNESS WHEREOF, the parties hereto have executed and attested the execution of this Financial Agreement as of the date set forth above.

CITY OF OXNARD, through its  
Capital Improvement Project Fund

CITY OF OXNARD, through its  
Wastewater Fund

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

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

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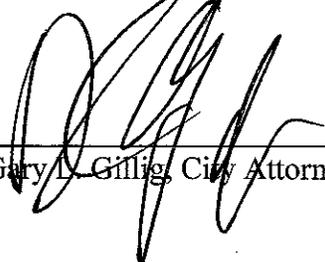
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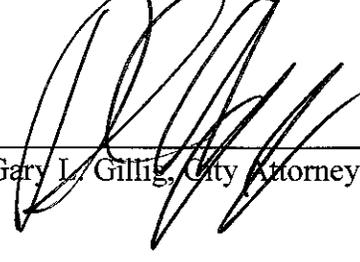
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Daniel Martinez, City Clerk

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Daniel Martinez, City Clerk

APPROVED AS TO FORM:

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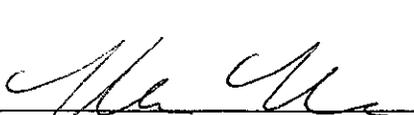
  
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Gary L. Gillig, City Attorney

  
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Gary L. Gillig, City Attorney

APPROVED AS TO CONTENT:

APPROVED AS TO CONTENT:

  
\_\_\_\_\_  
Marcie Medina, Finance Director

  
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Marcie Medina, Finance Director