



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

Prepared By: Sabrina Rodriguez, Management Analyst *SR* Agenda Item No. I-2

Reviewed By: City Manager *[Signature]* City Attorney *[Signature]* Finance SW Other (Specify) \_\_\_\_\_

**DATE:** May 2, 2007

**TO:** City Council

**FROM:** Matthew G. Winegar, Director *[Signature]*  
Development Services

**SUBJECT:** Appropriation of Permit Center Improvement Fee Revenue to Civic Center Renovation Project

**RECOMMENDATION**

That City Council:

1. Approve the appropriation of funds in the amount of \$257,554 from the Permit Center Improvement Fee to the Civic Center Renovation Project.
2. Approve the appropriation of funds in the amount of \$102,769 from the General Fund Operating Reserve to the Civic Center Renovation Project.

**DISCUSSION**

On November 22, 2005, City Council approved the establishment of a five percent permit center improvement fee to be used for purchasing furnishings, technology and equipment required for the new service center that is currently in construction, as part of the Civic Center Renovation Project.

It was originally estimated that between the effective date of January 21, 2006 and June 30, 2006, \$74,500 in revenue would be earned from the fees. As of June 30, 2006, actual revenue received in fiscal year 2005-06 totaled \$177,269, a difference of \$102,769. During fiscal year 2006-07, \$257,554 in revenue has been earned to date.

Staff requests that \$257,554 in revenue be appropriated to the Civic Center Renovation Project for FY 2006-07, along with the additional revenue earned from the fees in FY 2005-06 totaling \$102,769, for a total appropriation of \$360,323.

**FINANCIAL IMPACT**

Revenue derived from the permit center fees for FY 06 and FY07 totaling \$360,323 will be appropriated in the Civic Center Upgrade Project # 995801 (301-5851). Current year FY07

revenue of \$257,554 will be recognized and appropriated to the project along with the prior year FY06 revenue of \$102,769 from the General Fund Operating Reserve.

MGW:sbr

Attachment #1 - Special Budget Appropriation  
Attachment #2 - General Fund Operating Reserve Summary

**000012**

# CITY OF OXNARD

## REQUEST FOR SPECIAL BUDGET APPROPRIATION

To the City Manager:

May 15, 2007

Request is hereby made for an appropriation of total . . . . . \$ 360,323

Reason for appropriation: To appropriate Development Permit Center Improvement Fees to the Civic Center Renovation Project.

<u>FUND</u>	<u>DESCRIPTION/ACCOUNT</u>	<u>AMOUNT</u>
General Fund (101)	Permit Center Fees 101-1001-555-7390	(257,554)
	Transfer to Capital Outlay 101-1002-808-8712	<u>360,323</u>
	Net Estimated Change to General Fund Operating Reserve	<u>(102,769)</u>
Capital Outlay (301)	Civic Center Upgrades 301-5851 (995801)	
	711-7901 - Transfer from General Fund	(360,323)
	826-8605 - Improv Bldg. - Major Repair	<u>360,323</u>
	Net Estimated Change to Capital Outlay Fund Balance	<u>-0-</u>

*[Signature]* 5/13/07  
\_\_\_\_\_  
Manager

REQUIRES CITY COUNCIL APPROVAL

DIRECTOR OF FINANCE

*[Signature]*  
\_\_\_\_\_  
Susan Windsor

Disposition	Approved _____
Transfer by Journal Voucher _____	Rejected _____
	_____ City Manager

**CITY OF OXNARD**  
**2006-2007 PROJECTED GENERAL FUND OPERATING RESERVE**  
**ESTIMATED**  
**05/01/2007**

	Unreserved	Reserved
<b>Fund Balance June 30, 2006</b>		
<b>Reserved for Development Services</b>		5,284,472
<b>Unreserved</b>	18,238,984	
<b>2006-2007 Estimated Revenues &amp; Transfers</b>	108,751,725	
<b>Est Revenue Adjustments</b>		
General Plan Update-Air Pollution Buydown (3)	80,000	
Net Adjusted Revenues	80,000	
	108,831,725	
<b>2006-2007 Appropriations</b>	(108,751,725)	
<i>Appropriations from Fund Balance</i>	(1,182,275)	
<b>Appropriation Adjustments</b>		
Rainbow House (1)	(18,000)	
SEIU & Mid-Managers (2)	(994,817)	
General Plan Update (3)	(80,000)	
Real Property at 3rd & D St. (4)	(410,000)	
Sports Park (5)	(3,134,314)	
Net Adjusted 2006-2007 Appropriations	(4,637,131)	
	(114,571,131)	
<b>Net Change to Operating Reserve</b>	(5,739,406)	
Contribution to Fund Balance	1,100,000	
<b>Estimated Operating Reserve 6-30-2007</b>	13,599,578	5,284,472

(1) Council Action 07/25/06  
(2) Council Action 08/01/06  
(3) Council Action 11/28/06

(4) Council Action 03/13/07  
(5) Council Action 03/20/07

**000014**