



Meeting Date: 7/31/12

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

Prepared By: James Cameron Agenda Item No. L-1
 Reviewed By: City Manager [Signature] City Attorney [Signature] Finance [Signature] Other (Specify) _____

DATE: July 23, 2012

TO: City Council
Oxnard Housing Authority Commission

FROM: Karen R. Burnham
Interim City Manager

SUBJECT: Presentation and Adoption of the Fiscal Year 2012-13 City of Oxnard and Oxnard Housing Authority Budgets

RECOMMENDATION

1. That City Council and the Oxnard Housing Authority conduct a public hearing on the Fiscal Year 2012-13 operating and capital budgets for the City of Oxnard and Oxnard Housing Authority.
2. At the conclusion of the public hearing, at the discretion of City Council, adopt resolutions: (a) approving the City's Fiscal Year 2012-13 Operating and Capital Budgets; (b) authorizing full-time equivalent positions in the City effective July 1, 2012; (c) authorizing the Classification and Salary Schedule effective July 1, 2012; (d) approving the Appropriation Limit for Fiscal Year 2012-13; and (e) approving Financial Management Policies.
3. At the conclusion of the public hearing, at the discretion of the Commissioners, adopt a resolution approving the Housing Authority's Fiscal Year 2012-13 Operating and Capital Budget.

DISCUSSION

On July 19, 2011, the City Council approved the Fiscal Years 2011-12 & 2012-13 Two-Year Budget. The Fiscal Year 2012-13 budget included a \$111.2 million General Fund revenue projection and expenditure appropriation. The Fiscal Years 2011-12 & 2012-13 Two-Year Budget can be found in the Libraries and on the City's web page at:

<http://www.ci.oxnard.ca.us/uploads/FY%202011-2013%20Adopted%20Budget%20Document%202012-12-11.pdf>

On June 19, 2012 and July 10, 2012, City Council received presentations by the Police Department, Fire Department, Public Works, General Services, and Recreation on various programmatic issues, as

well as an update of the Fiscal Year 2012-13 General Fund budget which included revenue projections of \$106 million and a base expenditure budget of \$108.4 million (including the Performing Arts and Convention Center). In addition to the \$2.4 million deficit, staff identified several funding issues that required City Council attention including: \$1.1 million for fuel and vehicle maintenance, animal shelter, and public safety overtime costs, a \$1.3 million short fall in the Golf Fund, and a \$1 million shortfall in Successor Agency to the Community Development Commission funding. If these additional funding needs were covered by the General Fund, a total of \$6 million from savings or revenue solutions would be required to balance the budget for Fiscal Year 2012-13. Staff presented and received Council comments on five optional scenarios for balancing the General Fund which provided a basis for the Fiscal Year 2012-13 budget recommendations.

The Executive Budget Summary (Attachment #1) outlines the recommendations for the Fiscal Year 2012-13 budget as well as supporting financial and economic data. The total budget is \$348.9 million, including \$108.7 million in the general fund.

Recommended Actions by the City Council

1. Budget Approval Resolution (Attachment #2) The proposed budget resolution for Fiscal Year 2012-13 includes the appropriations recommended for approval by Council for each fund and department.
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. Appropriation Limit for Fiscal Year 2012-13 (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 per capita income in California, specified by the Code, the appropriation limit for Oxnard for FY 2012-2013 is \$266,677,284. The City will be substantially below this limit next year: the actual proceeds of taxes subject to this limit for Oxnard total \$99,761,000.
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. There are no changes for Fiscal Year 2012-13.

Recommended Actions by the Board of Commissioners of the Housing Authority

Budget Approval Resolution (Attachment #7) The proposed budget resolution for Fiscal Year 2012-13 includes appropriations recommended for approval by the Board of Commissioners of the Housing Authority for the Housing Department.

Capital Improvement Plan

Capital Improvement Plan (Attachment #8) The total Capital Improvement Plan (CIP) recommended for Fiscal Year 2012-13 is \$31,318,161. The CIP was reviewed by the City Planning Commission on June 21, 2012.

- Attachment #1 - Executive Budget Summary
#2 - Resolution Approving Fiscal Year 2012-13 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 Housing Authority Budget
#8 - Capital Improvement Plan

JC:tr

CITY MANAGER'S OFFICE

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July 18, 2012

TO: Mayor and City Councilmembers
Housing Authority Commissioners
Successor Agency to the Community Development Commission Members

FROM: Karen R. Burnham, Interim City Manager

SUBJECT: *Recommended Operating and Capital Improvement Project Budgets for FY 2012-13*

The Budget Team and associated City staff are pleased to present the FY 2012-13 Recommended Budget to the City Council. This represents an update to the second year of the FYs 2011-12 and 2012-13 Two-Year Budget approved by the Mayor and Council.

The City continues to experience the lingering impacts of the "Great Recession" with slow General Fund revenue growth and in some areas such as property taxes, limited or no growth at all. Since the start of the recession, the City has addressed cumulative revenue shortfalls in excess of \$25 million. This year's budget includes additional savings and funding sources of \$5.8 million.

On July 10, 2012, City Council discussed options to eliminate the projected \$5.8 million budget balancing target for the General Fund. That discussion framed the recommendations included in the budget for FY 2012-13. Expenditure reductions of \$2 million include Police vacancy savings of \$450,000, while the general fund subsidy to the Performing Arts and Convention Center was reduced by \$100,000. An additional \$1 million has been eliminated from departmental budgets based on a 1% across the board cut and \$500,000 was cut from the subsidy for costs of the Successor Agency to Community Development Commission not approved by the California Department of Finance in the ROPS. Revenues of \$1.8 million will be generated from increased fees in Development Services, Parks and Recreation, and internal utility fees based on infrastructure replacement and maintenance costs. In addition, a \$745,000 loan from Measure O will temporarily offset the State's take away of vehicle license fees. Finally, a shortfall of \$1.3 million in the Golf Fund will be offset by a loan from Water funds not paid by water customers.

Recommended Operating and Capital Improvement Project Budgets for FY 2012-13
July 18, 2012

Every effort has been made to develop this budget consistent with the City's vision and priorities established by the City Council:

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

At the strategic summit in February 2012, City Council's top priority was balancing the budget with minimal service impacts to residents.

The FY 2012-13 budget is recommended at \$348.9 million, a decrease of \$19.4 million from the prior fiscal year. The recommended budget consists of:

General Funds	\$108,737,658
Measure O	6,823,460
Special Revenue Funds	27,742,011
Other Governmental Funds	13,472,565
Enterprise Funds	97,936,440
Housing Authority	24,657,974
Internal Service Funds	26,599,256
Capital Improvements	8,616,781
Debt Service	<u>34,328,781</u>
Total Recommended Budget	\$348,914,926

This represents a \$0.8 million decrease from the original FY 2012-13 budget approved as part of the two-year budget. The recommended budget does not include the budget for the Successor Agency to Community Development Commission as those amounts are approved through a separate process in the ROPS.

General Fund

The recommended FY 2012-13 general fund budget represents an increase of \$1.7 million from the FY 2011-12 adopted budget of \$107.1 million. The FY 2012-13 budget includes approved salary increases of just under \$1.2 million based on approved agreements as well as step increases of approximately \$0.5 million. Increases of \$1.1 million for fuel, animal shelter, and overtime are largely offset by the \$1 million across the board cut of 1%. The recommended FY 2012-13 budget is \$2.5 million lower than the original approved budget of \$111.2 million (see attachment) based on the above changes less vacancy management savings. In addition, offsetting transfers to and from the former Community Development Commission are eliminated with no impact on the budget balance.

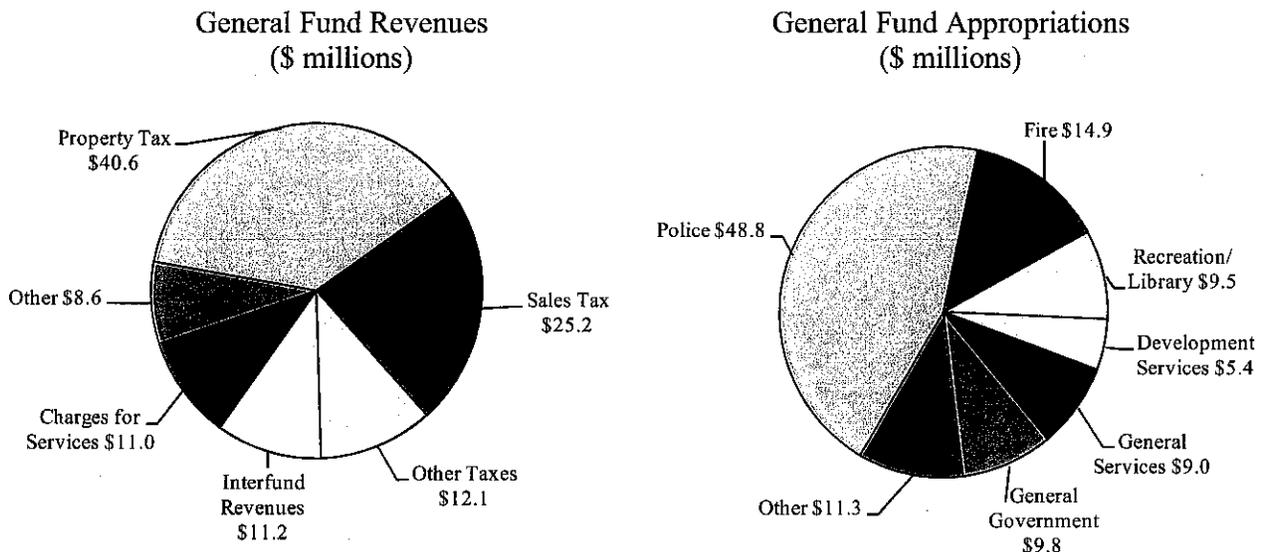
The change in revenues is primarily the result of the additional fees to utility accounts, with other changes primarily offsetting each other. For example, the FY 2011-12 budget included an economic growth projection of \$2.5 million not allocated to specific revenue sources. For FY 2012-13, this economic growth is reflected in specific revenues such as property and sales taxes, up a net \$1.9 million. Other taxes and fees are up \$1.3 million excluding the vehicle license fee.

Recommended Operating and Capital Improvement Project Budgets for FY 2012-13

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The approved FY 2012-13 budget was based on accelerated economic expansion that will not likely materialize resulting in a net \$2.5 million decrease after the above changes. As discussed in the section on economic trends, national and international events resulted in slower economic growth than had been anticipated.

The following charts summarize the revenues and expenditures recommended for FY 2012-13.



Interfund Loans and Transfers

Even during these difficult financial times, the City has been careful in the use of interfund loans and transfers to address funding needs in various areas of the City. Recently, the City made transfers from internal service funds to major operating funds. While this was an important strategy in helping the City maintain services, it was also necessary to rebalance the internal service funds which are not permitted to carry long-term balances as stipulated in Governmental Accounting Standards Board (GASB) statements. In the case of the Workers' Compensation and Public Liability Funds, it is appropriate to reserve funds as liabilities for self-insurance claims. These two funds had cash balances as of June 30, 2011 of \$7.7 million and \$4.9 million respectively.

In the past City Council has authorized loans between funds, primarily enterprise funds. These loans are repaid with interest. For example, in FY 2005-06 a loan was approved from the Wastewater fund to the Golf fund, which was repaid in FY 2006-07. In FY 2009-10, loans were made from Water to Wastewater and Environmental Resources out of funds not available for operations or debt service, with no impact on water rates. The proposed loan to the Golf fund would be from the same source in Water and would not impact water rates. Non-operating cash in Water funds total \$6.2 million.

Recently, several California cities have declared bankruptcy as their cash reserves have been spent down. This was the case in the most recent example, San Bernardino. The City of Oxnard

Recommended Operating and Capital Improvement Project Budgets for FY 2012-13
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has consistently maintained strong cash balances in its operating funds. This can be a challenge as large State and Federal grants require the use of City cash to make contract payments while waiting for reimbursement, which can take several months to years. In addition to amounts identified elsewhere in this letter, important cash balances are as follows:

Measure O	\$14.7 million
State Gas Tax	4.0 million
Transportation Development Act	2.9 million
Water Operating Fund	24.4 million
Wastewater Operating Fund	3.8 million
Environmental Resources	3.0 million

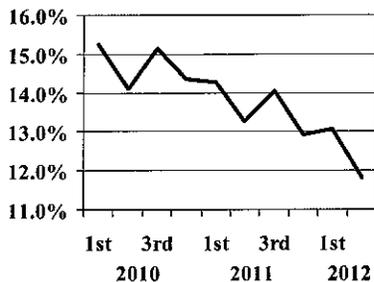
An additional \$100 million is spread out among many restricted funds and \$98 million is with fiscal agents representing bond funds for capital projects and debt service reserves.

Economic Trends and Revenue Impacts



As noted previously, the economy continues to impact the budget. Even though National GDP measures have recovered from a negative 6.4% in the first quarter of 2009, it has averaged about 1.7% over the last five quarters, down from about 2.1% in 2010. Calendar year 2011 growth was anticipated to be about 3%; however, the earthquake and Tsunami in Japan and the failure of the Federal government to provide positive economic leadership resulted in slower growth. This first quarter of 2012 GDP growth was only 1.9% and the year as a whole is anticipated to be around 2%.

Oxnard Quarterly Unemployment

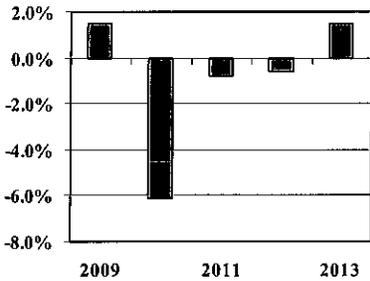


On a positive note, unemployment, while still higher than national figures, has been declining steadily. The chart to the left depicts Oxnard unemployment trends, which has fallen from 15.6% to 11.8% in May. Unemployment is an important measure for predicting sales tax revenues and while improving, is very high compared to historical levels.

Like many cities, Oxnard experienced significant revenue reductions due to the recession in FYs 2008-09 and 2009-10. While the economy has generally improved, revenues were relatively flat in FY 2010-11, but grew 2% in FY 2011-12. Similar growth is projected for FY 2012-13.

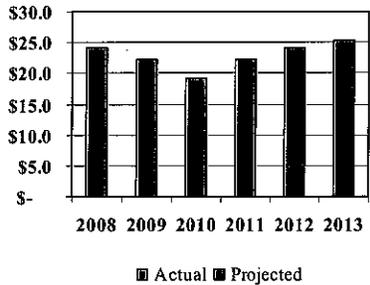
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Change in Assessed Valuation



Although lower than originally budgeted, property taxes are projected to increase \$1.5 million, including a \$700,000 redistribution of redevelopment tax increment. FY 2012-13 is the first year with positive assessed valuations, growing 1.5% as reported by the Ventura County Assessor. This follows steep declines in FY 2009-10 of 6%, but only minor declines of less than 1% in FYs 2010-11 and 2011-12.

Sales Tax Revenues
 (\$ millions)



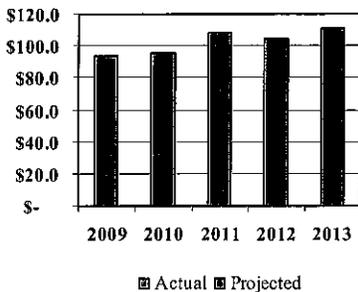
Sales tax revenues are projected to continue to grow moderately in FY 2012-13 at about 4%. This compares with close to 9% in FY 2011-12. Continued high unemployment, the uncertainty surrounding Federal action or inaction and the elections, as well as the continuing crisis in Europe and slower growth in China, all point to a more conservative outlook in the coming year.

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 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 budget is \$108.7 million for FY 2012-13; and 18 percent is \$19.5 million. At the end of FY 2010-11, the General Fund Operating Reserve was \$15.6 million, which was 14% of FY 2010-11 operating expenses. At this time the general fund operating reserve is anticipated to remain unchanged at the end of FY 2011-12.

Utility Operating Revenues



Enterprise Funds

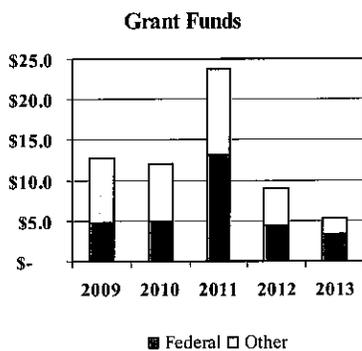
With the exception of FY 2011-12, City Council has consistently adjusted enterprise fund rates to meet anticipated financial needs of the Water, Wastewater, and Environmental Resource utilities. FY 2010-11 revenues were lower for Water and Wastewater due to relatively high rainfall even though rates had been increased. While this was not a problem in the Water fund, Wastewater revenues were not adequate to meet operating

expenditures and debt service. Enterprise funds have been subjected to the same rigorous cost cutting measures as other operating funds, in order to hold down costs.

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

Every year, rates must be evaluated in terms of debt coverage requirements in existing bond covenants as well as meeting ongoing operating costs. Taking a long-term approach, recommended rates are designed to avoid significant variations in future rate adjustments. A public hearing is scheduled for July 17, 2012 to adopt rate adjustments to meet the above needs and in particular, to improve the financial viability of the Wastewater fund.

Federal and State Funds



Federal and non-federal grant funding fluctuate from year to year depending on available funding and programming needs that are eligible for Federal, State, and other agency grants. During the fiscal year, grants may be awarded to the City, which may not be reflected in the recommended and adopted budgets. Over the last several years, the American Reinvestment and Recovery Act provided a total of \$34 million, primarily for capital improvements that are not reflected here. The increase in FY 2010-11 was for both Federal and State Transportation Grant reimbursements, primarily for the Rice Avenue – Highway 101 project. Reductions to Federal Housing and Urban

Development (HUD) grants are incorporated in the recommended budget; however, until the Federal budget is approved, the full impact will not be known.

Capital Improvement Program

The total Capital Improvement Project Budget recommended for appropriation in FY 2012-13 is \$8.6 million. This recommendation is for new funding with a reasonable expectation that it will be available as budgeted. As grants are awarded, they will be submitted to the City Council for appropriation. For this reason, many of these grants have been identified in the section on the Capital Improvement Program, but are not included in the recommended appropriation.

Measure O Half Cent Sales Tax

In November 2008, the community approved the Measure O half cent sales tax. Through community surveys and discussions with the City Council, various priority areas have been identified, including the City's approved priorities for clean, safe, prosperous, and attractive neighborhoods. Similar priorities were identified in several surveys. In March and July 2010, City Council allocated a combined \$8.2 million for various projects and programs related to

Recommended Operating and Capital Improvement Project Budgets for FY 2012-13
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Parks and Open Space, Traffic and Road Improvements, Public Safety and Gang Prevention/ Intervention, and Recreation and Youth Programming. In January 2011, Council allocated \$12.7 million for the College Park, Phase 1C project.

In April 2011, City Council held a Study Session to discuss long-term Measure O funding. Based on the previous community surveys and input from the community and City Council, staff presented a preliminary list of projects and programs to assist City Council in reviewing and discussing long-term funding options. City Council conceptually approved a funding allocation based on community input and City Council priorities, and also directed staff to return with certain public safety projects and a plan to migrate long-term ongoing costs from Measure O to the General Fund. In May 2011, Council approved a new fire station at College Park, funding for a computer aided dispatch and records management system, and community policing enhancements for a combined \$12.1 million.

The recommended budget for FY 2012-13 includes \$6.8 million of new funding. This includes \$6.1 million for ongoing costs of approved programs. In May 2012, City Council approved \$200,000 for preliminary design work on a senior facility and to replace equipment, \$100,000 for a youth/teen center, and \$400,000 for a Fire training academy included in this appropriation. At the same time, City Council approved \$4.3 million for Del Norte and Tierra Vista Neighborhood road improvements, which were appropriated in FY 2011-12. Any unexpended appropriations at the end of FY 2011-12 will be reappropriated to FY 2012-13.

Conclusion

The FY 2012-13 Recommended Budget provides a financial plan for the City of Oxnard based on the City Council's vision of "clean, safe, prosperous and attractive neighborhoods with open, transparent government." This budget sets forth a plan in which community services are the highest priority and ensures that the City provides effective leadership in achieving the City Council's goals, objectives, and top priorities. The budget addresses the significant impacts of the recent economic recession through a broad range of budget balancing recommendations. The Recommended Operating and Capital Improvement Budget has been prepared through the efforts and input of employees throughout the City.



Karen R. Burnham
Interim City Manager

Attachment

ATTACHMENT

Fiscal Year 2012-13 General Fund Appropriations Adjustment Summary (\$ thousands)

FY 2012-13 Approved Budget		111,207
Base level adjustments:		
Vacancy management savings excludes public safety officers	(2,947)	
Other net personnel cost adjustments (including step increases)	1,088	
Fixed charge reductions	(850)	
Transfers to Debt Service	656	
Transfer to CDC eliminated (offset in reduced revenue)	(1,030)	
Miscellaneous	168	
Total base level adjustments		(2,915)
Recommended Adjustments		
Fuel and equipment maintenance	510	
Animal Shelter	300	
Overtime	290	
CDC costs not approved in ROPS (partially offset by revenues)	1,196	
Reductions to CDC staffing and expenses	(500)	
Reduction to PACC subsidy	(100)	
Police officer vacancy savings	(451)	
1% across the board cuts	(1,000)	
Miscellaneous	200	
Total recommended adjustments		445
Recommended Budget		<u>108,737</u>

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 2012-2013

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 2012-2013 including therein a budget for Community Development Block Grant Funds through June 30, 2012; 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, 2012 through June 30, 2013 and hereby finds that such budgets, as revised, are sound plans for the financing during fiscal year 2012-2013 of required City operations, services, and capital improvements. Such budgets are hereby adopted as follows:

<u>GENERAL FUND</u>	<u>FY 2012-2013 Budget</u>
City Attorney	\$ 1,463,006
City Clerk	418,125
City Council	343,327
City Manager	1,320,935
Public Information	715,624
City Treasurer	1,173,964
Community Development	1,611,883
Development Services	5,420,171
Finance	3,426,077
Fire	14,880,400
General Services	9,041,333
Housing	194,403
Human Resources	965,090
Library	4,272,386
Police	48,800,964
Public Works	2,371,750
Recreation and Community Services	5,263,925
Subtotal	<hr/> \$ 101,683,363

<u>Non-Departmental</u>	<u>FY 2012-2013 Budget</u>
General Non-Departmental	\$ 776,214
Gang Prevention	150,000
Designated Reserves & Transfers	5,627,127
General Debt Service	78,267
Contribution to Carnegie Museum	422,687
Subtotal	<u>\$ 7,054,295</u>

TOTAL GENERAL FUND \$ 108,737,658

<u>INTERNAL SERVICE FUNDS</u>	<u>FY 2012-2013 Budget</u>
Public Liability & Property Damage	\$ 2,958,100
Workers' Compensation	5,403,947
Utility Customer	1,535,936
Information Systems	4,203,951
Facilities Services	3,588,542
Equipment Maintenance	8,908,780
	<u>8,908,780</u>

TOTAL INTERNAL SERVICE PROGRAMS/FUNDS \$ 26,599,256

<u>SPECIAL FUNDS</u>	<u>FY 2012-2013 Budget</u>
Air Pollution Buydown Fee	\$ 782,908
Half-Cent Sales Tax	6,823,460
Public Safety Fund	15,878,249
Waterways Assessment District	574,143
LMD #1 – Summerfield	42,672
LMD #3 – River Ridge	73,332
LMD #4 – Beach Main Col/Hot	127,648
LMD #9 – Strawberry Fields	19,753
LMD #7 & #8 – Northfield Business	110,395
LMD #10 – Country Club	71,664
LMD #11 – St. Tropez	20,978
LMD #12 – Standard Pacific	53,320
LMD #14 – California Cove	35,643
LMD #16 – Lighthouse	22,490
LMD #13 – FD562-Le Village	62,771
LMD #15 – Pelican Pointe	32,111
LMD #17 – San Miguel	34,616
LMD #20 – Volvo & Harbor	7,553
LMD #18 – St. John’s Hospital	26,103
LMD #22 – McDonald’s Median	225
LMD #23 – Greystone	22,896
LMD #24 – Vineyards	73,793
LMD #25 – The Pointe	89,590
LMD #26 – Albertsons	15,765

<u>SPECIAL FUNDS</u>	<u>FY 2012-2013 Budget</u>
LMD #27 – Rose Island	55,316
LMD #28 – Harborside	25,983
LMD #30 – Haas Automation	17,546
LMD #31 – Rancho De La Rosa	88,875
LMD #32 – Oak Park	9,263
LMD #33 – Rio Del Sol	35,964
LMD #35 – MVS Commercial Center	7,759
LMD #34 – Sunrise Pointe	43,206
LMD #36 – Villa Santa Cruz	73,505
LMD #37 – Pacific Breeze	14,054
LMD #38 – Aldea Del Mar	57,517
LMD #39 – El Sueno/Promesa	99,764
LMD #39 – D.R. Horton	14,800
LMD #40 – Cantada	19,091
LMD #41 – Pacific Cove	52,295
LMD #42 – Cantabria/Coronad	65,031
LMD #43 – Greenbelt (PARCRO)	47,419
LMD #44 – American Pacific Homes	10,223
LMD #45 – Channel Point	3,670
LMD #46 – Daily Ranch	83,752
LMD #47 – Sycamore Place	16,997
LMD #48 – Victoria Estates	67,076
LMD #49 – Cameron Ranch	8,055
LMD #50 – DV Senior Housing	17,244
LMD #51 – Pfeiler	47,541
LMD #52 – Wingfield Homes	33,870
LMD #53 – Huff Court	2,710
LMD #54 – Meadowcrest Villas	12,095
LMD #55 – Wingfield West	18,352
LMD #56 – The Cottages	3,941
LMD #57 – Golden State Self Storage	4,040
LMD #58 – Westwind	16,565
LMD #59 – Orbela	5,665
CFD #6 – Northshore Maintenance	70,560
CFD #4 – Seabridge Maintenance	1,084,932
CFD #5 – RiverPark Maintenance	4,025,504
CFD #2 – Westport Maintenance	431,597
CFD #1 – Westport	669,597
CFD #3 Seabridge/Mandalay	1,927,300
CFD #88-1 Oxnard Town Center	244,157
CFD #2000-3 Oxnard Blvd/Highway 101	730,545
AD 96-1 Rose / 101	725,110
AD 2000-1 Oxnard Blvd/Highway 101	185,099
AD 2001-1 Rice / Highway 101	1,106,519

<u>SPECIAL FUNDS</u>	<u>FY 2012-2013 Budget</u>
State Gas Tax Fund	7,052,153
Traffic Safety Fund	295,801
TDA – Local Transportation Fund - 4	710,659
Community Development Block Grant Funds	2,284,039
Federal Law Enforcement Grants	94,816
HUD Federal Grants	1,054,115
Parks and Recreation State Grants	2,000,000
RSVP Federal Grant	130,067
Storm Drain Fee	193,228
Circulation System Improvement Fee	962,026
Capital Growth Fees – Residential	1,501,668
Capital Growth Fees – Non-Residential	407,423
CUPA	796,006
TOTAL SPECIAL FUNDS	\$ 54,764,183
<u>ENTERPRISE FUNDS</u>	<u>FY 2012-2013 Budget</u>
Environmental Resources Fund	\$ 43,063,004
Water Fund	51,744,575
Wastewater Fund	32,593,048
Golf Course Operation	5,379,868
Performing Arts Center Fund	1,375,360
TOTAL ENTERPRISE FUNDS	\$ 134,155,855
TOTAL ALL FUNDS	\$ 324,256,952
Less: Internal Service Funds/Programs	<u>(26,599,256)</u>
Net Adjusted Appropriations	\$ 297,657,696

2. To the extent funds are available, any unused appropriations at the end of fiscal year 2011-2012 in active Capital Improvement Projects are hereby reappropriated for continued use in fiscal year 2012-2013.
3. To the extent funds are available, any unused appropriations at the end of fiscal year 2011-2012 in active Measure O Half-Cent Sales Tax Projects and/or Programs are hereby reappropriated for continued use in of fiscal year 2012-2013.
4. Any remaining balances in approved grant programs and improvement assessment district projects at the end of fiscal year 2011-2012, except for balances reallocated as part of the budget process, are hereby reappropriated for continuing use in fiscal year 2012-2013 and all estimated revenues from such approved grants and assessment districts projects for 2011-2012 that are not realized by year end are authorized to be continued.

5. To the extent funds are available, all General Fund encumbrances at the close of fiscal year 2011-2012 are carried forward and corresponding appropriations are also carried forward.
6. All General Fund revenues in excess of expenditures and encumbrances at the close of fiscal year 2011-2012, not otherwise provided for in City Council budget policies or reappropriated above, are hereby appropriated to the General Fund Operating Reserve on June 30, 2012.
7. Staff is directed to ensure that the final adopted budget documents containing the Operating Budget and the Capital Improvement Budget for fiscal year 2012-2013 shall contain all revisions made by the City Council prior to final budget adoption.

PASSED AND ADOPTED on this 31st day of July, 2012, by the following vote:

AYES:

NOES:

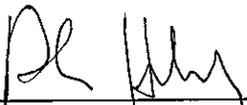
ABSENT:

Dr. Thomas E. Holden, Mayor

ATTEST:

Daniel Martinez, City Clerk

APPROVED AS TO FORM:



Alan Holmberg, 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, 2012 IN ACCORDANCE WITH THE
OPERATING BUDGET FOR THE 2012-2013 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 2012-2013.

CATEGORY, GROUP, PROGRAM CLASSIFICATION TITLE	HOME PROGRAM FULL-TIME EQUIVALENT POSITIONS
CARNEGIE	
Carnegie Art Museum	
Cultural Arts Supervisor	1
Event Attendant III	1.75
Office Assistant I/II	.75
Carnegie Art Museum Total	3.50
CITY ATTORNEY	
City Attorney	
Administrative Legal Assistant (C)	1
Administrative Legal Secretary I/II (C)	1
Administrative Legal Secretary III (C)	1
Assistant City Attorney	3
City Attorney	1
Deputy City Attorney I/II	1
Law Office Manager	1
Total	9
Collection Services	
Paralegal (C)	1
Total	1
City Attorney Total	10
CITY CLERK	
City Clerk	
Administrative Assistant	1
Assistant City Clerk	1
City Clerk	1
Office Assistant I/II	1
City Clerk Total	4
CITY COUNCIL	
City Council	
City Councilmember	4
Executive Assistant II	.30
Mayor	1
City Council Total	5.30
CITY MANAGER	
City Manager	
Administrative Assistant (C)	1
Assistant City Manager	.80
City Manager	1
Deputy City Manager	.85
Executive Assistant II	1.70
Management Analyst III	1
Special Assistant to City Manager	.50
Total	6.85
Public Information	
Outreach/Education Specialist	2
Programmer Analyst	1
Public Information Officer	1
Total	4
Community Relations/Community Access TV	
Administrative Secretary I/II	1
Community Outreach & Production Specialist	1
Total	2

Legislative Affairs		
Legislative Affairs Manager		1
	Total	1
Neighborhood Services		
Administrative Secretary I/II		1
Management Analyst III		.40
Neighborhood Services Coordinator		1
	Total	2.40
Enterprise Information Systems Management		
Computer Operator		1
Deputy City Manager		.03
Network Services Coordinator		1
Systems Administrator		1
	Total	3.03
Geographic Information Systems		
Deputy City Manager		.03
Geographic Information Systems Coordinator		1
Geographic Information Systems Technician I/II		3
Programmer Analyst		1
Systems Analyst I		1
	Total	6.03
Personal Computer/Network Systems		
Computer Network Engineer I/II		2
Computer Network Engineer III		2
Computer Operator		2
Deputy City Manager		.03
Systems Administrator		1
Systems Analyst I		1
Systems Analyst III		1
	Total	9.03
Document Publishing Services		
Deputy City Manager		.03
Word Processor I/II		1
Word Processor III		1
	Total	2.03
Telecommunications/Web Development		
Deputy City Manager		.03
Telecommunications Coordinator		1
	Total	1.03
	City Manager Total	37.40
GENERAL SERVICES		
Fleet Services Maintenance		
Administrative Assistant		1
Fleet Services Maintenance Worker/Mechanic I/II (or Maintenance Worker) Trainee)		23
Fleet Services Mechanic Supervisor		2
Fleet Services Manager		1
Fleet Services Operations Manager		1
Maintenance Services Manager		.20
Senior Fleet Services Mechanic		6
Tire Repairer		1
	Total	35.20
Facilities Maintenance		
Administrative Technician		.10
Construction Project Coordinator		1
Custodial Supervisor		1
Custodian		13
Facilities Maintenance Supervisor		1
Facilities Maintenance Worker I/II		6
HVAC Technician		3
Maintenance Carpenter		2
Maintenance Electrician		2
Maintenance Plumber		2
Maintenance Services Manager		.25

Resolution No.

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Senior Custodian	2
Senior Facilities Maintenance Worker	2
Total	35.35
Parks, Public Grounds & Open Space	
Administrative Secretary I/II	1
Administrative Technician	.70
Groundswoker I/II (or Maintenance Worker Trainee)	10
Maintenance Services Manager	.25
Management Analyst III	.20
Office Assistant I/II	1
Parks Manager	1
Senior Groundswoker	2
Total	16.15
Street Trees & Medians	
Groundswoker I/II (or Maintenance Worker Trainee)	3
Parks Maintenance Supervisor	1
Senior Groundswoker	1
Senior Tree Trimmer	1
Tree Trimmer I/II (or Maintenance Worker Trainee)	3
Total	9
Graffiti Action Program	
Graffiti Action Coordinator	1
Management Analyst III	.30
Office Assistant I/II	1
Total	2.30
Park & Facility Development	
Construction Project Coordinator	1
Project Manager	1
Total	2
Street Landscaping	
Administrative Technician	.20
Groundswoker I/II (or Maintenance Worker Trainee)	3
Maintenance Plumber	1
Maintenance Services Manager	.05
Management Analyst III	.35
Parks Maintenance Supervisor	3
Senior Facilities Maintenance Worker	1
Senior Groundswoker	3
Senior Tree Trimmer	1
Total	12.60
River Ridge Golf Course	
Maintenance Services Manager	.25
Management Analyst III	.15
Total	.40
General Services Total	113
CITY TREASURER	
City Treasurer	
Account Clerk I/II	2.75
Account Clerk III	1
Administrative Assistant	1
Revenue Collection Technician	1
City Treasurer	1
Total	6.75
Utility Customer/Licensing Services	
Assistant City Treasurer/Revenue Accounting Manager	1
Code Compliance Inspector I/II	1
Customer Service Accounting Technician	2
Customer Service Representative I/II	6
Senior Customer Service Representative	1
Treasury Supervisor	1
Total	12
City Treasurer Total	18.75

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COMMUNITY DEVELOPMENT

Administration

Administrative Assistant	1
Administrative Secretary III	1
Community Development Director	1
Management Accountant/Auditor	.15
Management Analyst I/II	.50
Redevelopment Project Manager	2
Redevelopment Services Manager	1

Community Development Total 6.65

DEVELOPMENT SERVICES

Development Support and Public Project Contracts

Administrative Technician	1
Development Services Director	1
Management Analyst I/II	.50

Total 2.50

Building & Engineering Services

Administrative Secretary I/II	1
Administrative Secretary III	1
Assistant Traffic Engineer	1
Building Inspector I/II	6.18
Civil Engineer	1
Construction Inspector I/II	2
Data Entry Operator I/II	1
Deputy Building Official	2
Development Services Manager	1
Electrical Inspector	1
Junior Civil Engineer	3
Office Assistant I/II	6
Permit Technician	3
Plan Check Engineer	1
Plans Examiner I/II	1
Project Manager	.50
Senior Construction Inspector	1
Supervising Building Inspector	1
Supervising Civil Engineer	1

Total 34.68

Planning

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

Total 13

Traffic Engineering & Operations

Associate Traffic Design Engineer	1
Traffic Engineer	1

Total 2

Transit Services

Project Manager	.50
Special Assistant to City Manager	.50

Total 1

Development Services Total 53.18

FINANCE

Administration

Chief Financial Officer	1
Senior Administrative Secretary (C)	1

Total 2

General Accounting

Account Clerk I/II	2.50
Accountant I/II	2
Accountant II (C)	1

Resolution No.

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Accounting Manager	1	
Accounting Technician	1	
Accounting Technician (C)	1	
Customer Service Representative I/II	1	
Financial Analyst II	1	
Management Accountant/Auditor	.85	
		Total 11.35
Budget/Capital Improvement Projects		
Accounting Manager	.50	
Financial Analyst II	.50	
		Total 1
Purchasing		
Account Clerk III	1	
Accounting Manager	1	
Buyer	1	
Purchasing Clerk	1	
		Total 4
Financial Resources		
Administrative Technician	1	
Financial Analyst I/II	1	
Financial Services Manager	1	
		Total 3
Grants Management		
Accounting Manager	.50	
Accountant I/II	1	
Financial Analyst I/II	.50	
		Total 2
Mail and Courier Services		
Mail Clerk	2	
		Total 2
		Finance Total 25.35
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	3.90	
Fire Captain	25	
Fire Chief	1	
Fire Engineer	24	
Firefighter	33	
		Total 90.35
Fire Prevention		
Administrative Secretary I/II	.50	
Fire Battalion Chief	.95	
Fire Captain	1	
Fire Inspector	4	
Plans Examiner I/II	.90	
		Total 7.35
Disaster Preparedness		
Assistant Fire Chief	.05	
Disaster Preparedness Coordinator	1	
Fire Battalion Chief	.10	
		Total 1.15
Certified Unified Program Agency (CUPA)		
CUPA Coordinator	1	
Fire Battalion Chief	.05	
Fire Environmental Specialist I/II	4	
Plans Examiner I/II	.10	
		Total 5.15
		Fire Total 104

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HOUSING

Public Housing

Account Clerk I/II	2
Account Clerk III	1.55
Accountant I/II	1.05
Administrative Secretary III	1
Compliance Services Manager	.14
Computer Network Engineer III	.72
Facilities Maintenance Worker I/II	6.15
Groundswoker I/II (or Maintenance Worker Trainee)	4
Housing Contract Administrator	1
Housing Director	.45
Housing Engineer	1
Housing Financial Officer	.55
Housing Maintenance Superintendent	1
Housing Maintenance Supervisor	3
Housing Modernization Superintendent	1
Housing Program Supervisor	2
Housing Programs Manager	1
Housing Rehabilitation Program Manager	.15
Housing Specialist I/II	6.45
Management Accountant/Auditor	.95
Management Analyst I/II	.50
Management Analyst III	1.85
Office Assistant I/II	6.65
Rehabilitation Construction Specialist I/II	1
Rehabilitation Loan Assistant	.15
Rehabilitation Loan Specialist	.30
Resident Services Assistant	1
Resident Services Coordinator	1
Senior Groundswoker	1
Senior Housing Maintenance Worker	2
Senior Housing Specialist	3

Total 53.61

Rental Assistance

Account Clerk III	.45
Accountant I/II	.95
Building Inspector II	.82
Compliance Services Manager	.06
Computer Network Engineer III	.28
Housing Director	.55
Housing Financial Officer	.45
Housing Inspector	1
Housing Program Supervisor	1
Housing Specialist I/II	6.55
Management Accountant/Auditor	.05
Management Analyst I/II/III	.15
Office Assistant I/II	3.35
Senior Housing Specialist	2

Total 17.66

Affordable Housing Assistance

Compliance Services Manager	.05
Facilities Maintenance Worker I/II	.05
Housing Rehabilitation Program Manager	.58
Rehabilitation Loan Assistant	.05
Rehabilitation Loan Specialist	.10

Total .83

Grant Administration

Accounting Manager	1
Grant Coordinator	1
Grant Specialist I/II	1

Total 3

Housing Rehabilitation		
Administrative Technician		.13
Compliance Services Manager		.75
Facilities Maintenance Worker I/II		.80
Housing Rehabilitation Program Manager		.27
Management Analyst I/II		.50
Rehabilitation Loan Assistant		.80
Rehabilitation Loan Specialist		1.60
	Total	4.85
Homeless Assistance		
Homeless Assistance Program Coordinator		1
	Total	1
Mobilehome Rent Stabilization		
Administrative Technician		.82
	Total	.82
Fair Housing		
Administrative Technician		.05
	Total	.05
	Housing Total	81.82
HUMAN RESOURCES		
Human Resources		
Administrative Secretary I/II (C)		2
Administrative Technician (C)		1
Assistant City Manager		.20
Employee Relations Coordinator (C)		1
Human Resources Director		1
Human Resources Manager		1
Human Resources Technician (C)		1
Recruitment Supervisor		1
Senior Benefits Coordinator (C)		1
	Total	9.20
Workers' Compensation		
Administrative Technician (C)		1
Workers' Compensation Manager		1
Workers' Compensation Specialist (C)		1
	Total	3
Safety Management		
Safety Specialist (C)		1
	Total	1
	Human Resources Total	13.20
LIBRARY		
Library Community Outreach		
Administrative Assistant		1
Library Aide III		1
Library Director		1
Office Assistant I/II		1
	Total	4
Library Circulation Services		
Library Circulation Supervisor		1
Library Aide I/II		8
Office Assistant I/II		1
	Total	10
Library Branch Services		
Librarian I/II		3
Librarian III		1
Library Aide I/II		2.50
Library Aide III		1
Library Services Supervisor		1
	Total	8.50
Library Information/Reference Services		
Librarian I/II		10
Librarian III		1
Library Services Supervisor		1
Literacy Coordinator		1
	Total	13

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Library Support Services	
Computer Network Engineer I/II	2
Library Aide I/II	3.50
Library Aide III	1
Systems Analyst III	1
	Total 7.50
	Library Total 43
POLICE	
Code Compliance	
Administrative Technician	1
Code Compliance Inspector I/II	9
Code Compliance Manager	1
Office Assistant I/II	1
Senior Code Compliance Inspector	2
	Total 14
Community Patrol	
Administrative Secretary II	1
Animal Safety Officer	3
Assistant Police Chief	2
Community Service Officer	9
Crossing Guard	10.50
Police Commander	6
Police Officer I/II	140
Police Officer III	17.20
Police Sergeant	20
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 236.70
Criminal Investigation	
Community Service Officer	2
Crime Analysis Data Technician	1
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	24
Police Officer III	14
Police Sergeant	6
Sex Registrant Specialist	1
Victim Services Specialist	1
	Total 56.50
Police Support Services	
Account Clerk I/II	2
Administrative Assistant (C)	1
Administrative Services Assistant (C)	1
Assistant Police Chief	1
Community Affairs Manager	1
Community Service Officer	1
Computer Network Engineer III	3
Data Entry Operator I/II	3.75
Grants Specialist I/II	1
Office Assistant I/II	1
Police Chief	1
Police Commander	1
Police Financial Manager	1
Police Records Manager	1
Police Records Supervisor	1
Police Records Technician I/II	15.75
Police Records Technician III	3
Police Sergeant	3

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Police Word Processor I/II	7.50
Police Word Processor III	1
Programmer Analyst	2
Property & Evidence Custodian	1
Systems Analyst I/II/III	1
Total	55
Emergency Communications	
Communications Manager	1
Communications Training Coordinator	1
Public Safety Dispatcher I/II	19
Public Safety Dispatcher III	5
Total	26
Police Total	388.20
PUBLIC WORKS ADMINISTRATIVE SERVICES	
Public Works Administration	
Administrative Assistant	1
Administrative Secretary III	2
Administrative Services Manager	1
Office Assistant II	1
Public Works Director	1
Total	6
PUBLIC WORKS CONSTRUCTION AND DESIGN SERVICES	
Engineering Design & Contract Admin	
Assistant Civil Engineer	1
Construction & Maintenance Engineer	.50
Construction Project Coordinator	1
Design & Construction Services Manager	1
Junior Civil Engineer	1
Engineering/Survey Technician I/II	2
Senior Civil Engineer	1
Total	7.50
Construction Services - Streets	
Construction Inspector I/II	4
Construction & Maintenance Engineer	.50
Management Analyst III	.50
Public Works Construction Projects Manager	1
Senior Construction Inspector	1
Total	7
Street Maintenance & Repair	
Account Clerk I/II	.15
Administrative Secretary III	1
Administrative Technician	1
Equipment Operator	6
Senior Street Maintenance Worker	4
Street Maintenance Worker I/II (or Maintenance Worker Trainee)	7
Streets Manager	1
Traffic Safety Maintenance Worker	2
Traffic Signal Repairer I/II	2
Traffic Signal Technician	1
Total	25.15
Survey Services	
City Surveyor	1
Engineering/Survey Technician I/II	1
Senior Engineering Technician/Survey Chief	1
Total	3
PUBLIC WORKS UTILITIES SERVICES	
Water Procurement	
Account Clerk I/II	.20
Administrative Secretary III	1
Administrative Technician	.33
Management Analyst II	.50
Public Works Construction Projects Manager	1

Resolution No.

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Water Programs Manager	1
Water Resources Manager	.50
Total	4.53
Water Conservation & Education	
Water Conservation/Outreach Coordinator	1
Water Conservation/Outreach Technician	2
Total	3
Water Production	
Chief Operator	1
Senior Water Treatment Plant Operator	1
Water Treatment Operator I/II/III	5
Total	7
Water Distribution	
Engineer	1
Public Works Construction Projects Manager	1
Senior Water Distribution Operator	2
Water Distribution Operator I	9
Water Distribution Operator II	4
Total	17
Water Metering	
Chief Operator	1
Meter Reader	9
Meter Repair Worker	4
Senior Meter Reader	1
Senior Meter Repair Worker	1
Total	16
Water Recycle	
Electrician/Instrumentation Technician	1
Senior Civil Engineer	1
Wastewater Mechanic I/II	1
Wastewater Operator I/II	1
Wastewater Operator III	1
Total	5
Water Security & Contamination Prevention	
Water Regulatory Compliance Coordinator	1
Water Regulatory Compliance Coordinator Technician I/II	2
Total	3
Source Control	
Administrative Secretary I/II	.25
Data Entry Operator I/II	1
Senior Wastewater Environmental Specialist	1
Source Control Inspector I/II	1
Source Control Technician	.75
Technical Services Manager	.50
Wastewater Environmental Specialist	2
Total	6.50
Storm Water Quality Management	
Senior Wastewater Environmental Specialist	1
Source Control Technician	.25
Technical Services Manager	.50
Wastewater Environmental Specialist	2
Total	3.75
Collection System Maintenance and Upgrades	
Account Clerk I/II	.22
Administrative Secretary I/II	.25
Administrative Technician	.17
Electrician/Instrumentation Technician	.15
Management Analyst I/II	.25
Senior Wastewater Collection Operator	1
Senior Wastewater Mechanic	1
Wastewater Collection Operator I/II	4.75
Wastewater Collection Supervisor	.50
Wastewater Maintenance Manager	.50
Wastewater Maintenance Supervisor	.10
Water Resources Manager	.25

Resolution No.

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	Total	9.14
Flood Control		
Wastewater Collection Operator I/II		2.25
Wastewater Collection Supervisor		.50
	Total	2.75
Laboratory Services		
Chemist		1
Laboratory Assistant		1
Laboratory Technician		2
Laboratory Supervisor		1
Wastewater Operations Manager		.25
	Total	5.25
Treatment Plant Operations		
Administrative Secretary I/II		.25
Power Production Operator II		2
Senior Wastewater Operator		4
Wastewater Operations Manager		.75
Wastewater Operator I/II		14
Wastewater Operator III		2
	Total	23
Treatment Plant Maintenance & Upgrades		
Account Clerk I/II		.23
Administrative Secretary I/II		.25
Administrative Technician		.17
Electrician/Instrumentation Technician		.85
Groundswoker I/II		1
Instrumentation Technician		1
Management Analyst I/II		.25
Senior Wastewater Mechanic		1
Transport Operator		1
Treatment Plant Electrician		2
Utility Services Manager		1
Wastewater Maintenance Manager		.50
Wastewater Maintenance Supervisor		.90
Wastewater Mechanic I/II		10
Water Resources Manager		.25
	Total	20.40
Environmental Resources Planning		
Account Clerk I/II		.20
Account Clerk III		1
Administrative Secretary III		1
Administrative Technician		1.33
Management Analyst III		.50
Office Assistant I/II		1
Solid Waste Compliance Specialist		1
Solid Waste Equipment Operator II		2
Solid Waste Supervisor		4
Solid Waste Superintendent		1
	Total	13.03
Waste Reduction and Education		
Recycling Manager		1
	Total	1
Environmental Resources Residential Collection		
Solid Waste Equipment Operator II		20
Solid Waste Compliance Specialist		3
	Total	23
Environmental Resources Commercial Collection		
Container Service Worker		2
Solid Waste Equipment Operator II		21
	Total	23
Environmental Resources Industrial Collection		
Solid Waste Equipment Operator II		6
	Total	6

Environmental Resources Processing & Disposal		
Solid Waste Transfer Operator		13
	Total	13
	Public Works Total	254
RECREATION AND COMMUNITY SERVICES		
Recreation Services		
Administrative Secretary III		1
Administrative Technician		1
Community Services Manager		1
Leisure and Recreation Superintendent		1
Management Analyst I/II		1
Management Analyst III		.60
Office Assistant I/II		1
Recreation/Human Services Coordinator		5.50
Recreation/Human Services Leader I/II/III		3.50
Recreation Supervisor		1.85
	Total	17.45
Youth Development		
Administrative Secretary I/II		1
Police Officer III		.80
Recreation Supervisor		.15
	Total	1.95
Senior Services/Special Populations		
Office Assistant I/II		1
Recreation/Human Services Coordinator		2
Recreation/Human Services Leader I/II/III		2.75
Recreation Supervisor		1
	Total	6.75
Performing Arts and Convention Center		
Administrative Secretary III		1
Community Facilities Manager		1
Custodian		2
Event Attendant III		3.50
Event Coordinator		1
Facilities Maintenance Worker I/II		1
Senior Custodian		1
	Total	10.50
	Recreation and Community Services Total	36.65
MEASURE O		
Public Safety & Gang Prevention/Intervention		
Police Officer I/II		14
Police Officer III		1
Police Sergeant		1
Computer Network Engineer I		3
	Public Safety & Gang Prevention/Intervention Total	19
	CITY TOTAL	1217.00

Resolution No.

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PASSED AND ADOPTED on this 31st day of July, 2012, by the following vote:

AYES:

NOES:

ABSENT:

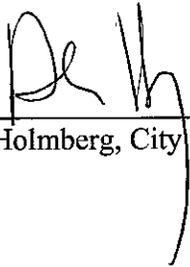
ABSTAIN:

Dr. Thomas E. Holden, Mayor

ATTEST:

Daniel Martinez, City Clerk

APPROVED AS TO FORM:



Alan Holmberg, 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, 2012.

PASSED AND ADOPTED on this 31st day of July, 2012, by the following vote:

AYES:

NOES:

ABSENT:

Dr. Thomas E. Holden, Mayor

ATTEST:

Daniel Martinez, City Clerk

APPROVED AS TO FORM:



Alan Holmberg, City Attorney

**CITY OF OXNARD
CLASSIFICATION AND SALARY SCHEDULE
EFFECTIVE JULY 1, 2012**

Class Title	Salary Range	Class Title	Salary Range
Account Clerk I	A 14	City Attorney	Contract
Account Clerk II	A 20	City Clerk	E 3
Account Clerk III	A 27	City Council Member	Ordinance
Accountant I	A 63	City Manager	Contract
Accountant II	A 80	City Surveyor	M 34
Accountant II (C)	C 80	City Treasurer	E 3
Accounting Manager	M 48	Civil Engineer	A 97
Accounting Technician	A 45	Code Compliance Inspector I	B 96.00
Accounting Technician (C)	C 67	Code Compliance Inspector II	B 106.00
Administrative Assistant	A 61	Code Compliance Manager	M 40
Administrative Assistant (C)	C 70	Communications Manager	M 36
Administrative Legal Assistant (C)	C 70	Communications Training Coordinator	P 76
Administrative Legal Secretary I	C 25	Community Affairs Manager	M 38
Administrative Legal Secretary II	C 35	Community Development Director	E 8
Administrative Legal Secretary III	C 50	Community Facilities Manager	M 48
Administrative Secretary I	A 12	Community Outreach & Production Specialist	M 22
Administrative Secretary I (Conf)	C 15	Community Service Officer	A 34
Administrative Secretary II	A 19	Community Services Manager	M 29
Administrative Secretary II (Conf)	C 30	Compliance Services Manager	M 29
Administrative Secretary III	A 26	Computer Network Engineer I	A 32
Administrative Secretary III (Conf)	C 40	Computer Network Engineer II	A 49
Administrative Services Assistant (C)	C 70	Computer Network Engineer III	A 78
Administrative Services Manager	M 66	Computer Operator	A 49
Administrative Technician	A 36	Construction & Maintenance Engineer	M 66
Administrative Technician (C)	C 60	Construction Inspector I	B 104.50
Animal Safety Officer	B 74.00	Construction Inspector II	B 114.50
Assistant City Attorney	M 88	Construction Project Coordinator	A 61
Assistant City Clerk	M 11	Container Service Worker	B 74.00
Assistant City Manager	E 11	Crime Analysis Data Technician	A 34
Assistant City Treasurer/Revenue Accounting Manager	M 48	Crime Analyst I	A 48
		Crime Analyst II	A 64
Assistant Civil Engineer	A 93	Criminalist	A 91
Assistant Fire Chief	P S2	Crossing Guard	A 00
Assistant Planner	A 69	Cultural Arts Supervisor	M 11
Assistant Police Chief	P S6	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
Battalion Chief	P S1	Customer Service Representative II	A 20
Building Inspector I	B 104.50	Data Entry Operator I	A 14
Building Inspector II	B 114.50	Data Entry Operator II	A 20
Buyer	A 40	Deputy Building Official	M 74
Chemist	A 72	Deputy City Attorney I	M 48
Chief Financial Officer	E 8	Deputy City Attorney II	M 62
Chief Operator	M 32	Deputy City Manager	E 8

CITY OF OXNARD
CLASSIFICATION AND SALARY SCHEDULE
EFFECTIVE JULY 1, 2012

Class Title	Salary Range	Class Title	Salary Range
Design & Construction Services Manager	M 83	Grants Coordinator	M 36
Development Services Director	E 9	Grants Specialist I	A 63
Development Services Manager	M 87	Grants Specialist II	A 80
Disaster Preparedness Coordinator	M 38	Groundsworker I	B 60.00
Drafting/Graphics Technician I	A 41	Groundsworker 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	E 8
Emergency Medical Services Coordinator	M 44	Housing Engineer	A 89
Employee Relations Coordinator (C)	C 67	Housing Financial Officer	M 48
Engineer	A 97	Housing Inspector	B 79.00
Engineering Technician I	A 41	Housing Maintenance Superintendent	M 38
Engineering Technician I/Survey Crew	A 41	Housing Maintenance Supervisor	M 14
Engineering Technician II	A 57	Housing Modernization Superintendent	M 38
Engineering Technician II/Survey Crew	A 57	Housing Program Supervisor	M 29
Equipment Operator	B 79.00	Housing Programs Manager	M 51
Event Attendant III (P)	A 36	Housing Rehabilitation Program Manager	M 38
Event Coordinator	A 46	Housing Specialist I	A 44
Evidence Technician I	A 53	Housing Specialist II	A 59
Evidence Technician II	A 68	Housing Specialist Trainee	A 33
Executive Assistant I	C 80	Human Resources Director	E 8
Executive Assistant II	C 85	Human Resources Manager	M 66
Facilities Maintenance Supervisor	M 19	Human Resources Technician (C)	C 70
Facilities Maintenance Worker I	B 62.00	HVAC Technician	B 89.00
Facilities Maintenance Worker II	B 72.00	Instrumentation Technician	B 112.25
Financial Analyst I	M 14	Junior Civil Engineer	A 85
Financial Analyst II	M 22	Junior Planner	A 52
Financial Analyst III	M 29	Laboratory Assistant	A 40
Financial Services Manager	M 48	Laboratory Supervisor	M 26
Fire Captain	F 124.00	Laboratory Technician	A 56
Fire Chief	E 10	Landscape Architect	A 89
Fire Engineer	F 109.00	Law Office Manager	M 19
Fire Environmental Specialist I	F 96.00	Legislative Affairs Manager	M 40
Fire Environmental Specialist II	F 109.00	Leisure and Recreation Superintendent	M 48
Fire Inspector	F 109.00	Librarian I	A 47
Firefighter	F 96.00	Librarian II	A 62
Fleet Services Maintenance Worker	B 61.00	Librarian III	A 79
Fleet Services Manager	M 44	Library Aide I	A 15
Fleet Services Mechanic I	B 99.00	Library Aide II	A 21
Fleet Services Mechanic II	B 104.00	Library Aide III	A 28
Fleet Services Mechanic Supervisor	M 16	Library Circulation Supervisor	M 14
Fleet Services Operations Manager	M 19	Library Director	E 6
Geographic Information Systems Coordinator	M 51	Library Services Supervisor	M 26
Geographic Information Systems Technician I	A 50	Literacy Coordinator	A 47
Geographic Information Systems Technician II	A 70	Mail Clerk	A 15
Graffiti Action Coordinator	B 99.00	Maintenance Carpenter	B 88.00

CITY OF OXNARD
CLASSIFICATION AND SALARY SCHEDULE
EFFECTIVE JULY 1, 2012

Class Title	Salary Range	Class Title	Salary Range
Maintenance Electrician	B 89.00	Principal Planner	M 44
Maintenance Plumber	B 88.00	Programmer Analyst	A 86
Maintenance Services Manager	M 85	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 Works Construction Projects Manager	M 38
Meter Reader	B 70.00	Public Works Director	E 10
Meter Repair Worker	B 75.00	Purchasing Clerk	A 20
Missing Persons Specialist	A 34	Recreation Supervisor	M 19
Neighborhood Services Coordinator	A 61	Recreation/Human Services Coordinator	A 42
Network Services Coordinator	M 14	Recreation/Human Services Leader II	A 01
Office Assistant I	A 10	Recreation/Human Services Leader III	A 21
Office Assistant I (Conf)	C 10	Recruitment Supervisor	M 29
Office Assistant II	A 15	Recycling Manager	M 36
Office Assistant II (Conf)	C 20	Redevelopment Project Manager	M 40
Outreach/Education Specialist	A 61	Redevelopment Services Manager	M 74
Paralegal	C 75	Rehabilitation Construction Specialist I	B 101.00
Parks Maintenance Supervisor	M 14	Rehabilitation Construction Specialist II	B 111.00
Parks Manager	M 44	Rehabilitation Loan Assistant	A 33
Permit Technician	A 55	Rehabilitation Loan Specialist	A 74
Plan Check Engineer	A 97	Resident Services Assistant	A 59
Planning & Environmental Services Manager	M 81	Resident Services Coordinator	A 74
Plans Examiner I	A 66	Revenue Collection Technician	A 45
Plans Examiner II	A 81	Safety Specialist (C)	C 72
Plumbing & Mechanical Inspector	B 126.50	Senior Administrative Legal Secretary	C 65
Police Chief	E 11	Senior Administrative Secretary	A 35
Police Commander	P 55	Senior Administrative Secretary (C)	C 55
Police Financial Manger	M 48	Senior Animal Safety Officer	B 84.00
Police Officer I	P 91.00	Senior Benefits Coordinator (C)	C 75
Police Officer II	P 91.00	Senior Civil Engineer	A 99
Police Officer III	P 99.00	Senior Code Compliance Inspector	B 116.00
Police Records Manager	M 40	Senior Construction Inspector	B 124.50
Police Records Supervisor	M 11	Senior Custodian	B 58.00
Police Records Technician I	A 11	Senior Customer Service Representative	A 27
Police Records Technician II	A 17	Senior Engineering Technician	A 76
Police Records Technician III	A 24	Senior Engineering Technician/Survey Chief	A 76
Police Sergeant	P 106.00	Senior Facilities Maintenance Worker	B 99.00
Police Service Officer	P 72.00	Senior Fleet Services Mechanic	B 109.00
Police Word Processor I	A 23	Senior Groundswoker	B 80.00
Police Word Processor II	A 30	Senior Housing Maintenance Worker	B 92.00
Police Word Processor III	A 38	Senior Housing Specialist	A 74
Power Production Operator I	B 85.25	Senior Meter Reader	B 80.00
Power Production Operator II	B 95.25	Senior Meter Repair Worker	B 85.00

CITY OF OXNARD
CLASSIFICATION AND SALARY SCHEDULE
EFFECTIVE JULY 1, 2012

Class Title	Salary Range	Class Title	Salary Range
Senior Planner	M 32	Victim Services Specialist	A 59
Senior Plans Examiner	A 87	Wastewater Collections Operator I	B 69.00
Senior Police Service Officer	P 77.00	Wastewater Collections Operator II	B 79.00
Senior Street Maintenance Worker	B 86.00	Wastewater Collections Supervisor	M 14
Senior Traffic Service Assistant	A 16	Wastewater Environmental Specialist	B 111.00
Senior Tree Trimmer	B 86.00	Wastewater Maintenance Manager	M 32
Senior Wastewater Collections Operator	B 86.00	Wastewater Maintenance Supervisor	M 19
Senior Wastewater Environmental Specialist	B 116.00	Wastewater Mechanic I	B 89.00
Senior Wastewater Mechanic	B 104.00	Wastewater Mechanic II	B 99.00
Senior Wastewater Operator	B 105.25	Wastewater Operations Manager	M 32
Senior Water Distribution Operator	B 80.00	Wastewater Operator I	B 82.00
Senior Water Treatment Operator	B 106.00	Wastewater Operator II	B 92.00
Sex Registrant Specialist	A 34	Wastewater Operator III	B 97.00
Solid Waste Compliance Specialist	B 94.00	Wastewater Operator-In-Training	B 67.00
Solid Waste Equipment Operator II	B 74.00	Water Conservation/Outreach Coordinator	B 114.50
Solid Waste Superintendent	M 66	Water Conservation/Outreach Technician	B 59.00
Solid Waste Supervisor	M 19	Water Distribution Operator I	B 64.00
Solid Waste Transfer Operator	B 84.00	Water Distribution Operator II	B 74.00
Source Control Inspector II	B 100.50	Water Programs Manager	A 51
Source Control Technician	B 99.00	Water Regulatory Compliance Coordinator	B 114.50
Special Assistant to City Manager	M 66	Water Regulatory Compliance Technician I	B 94.00
Street Maintenance Worker I	B 59.00	Water Regulatory Compliance Technician II	B 104.00
Street Maintenance Worker II	B 69.00	Water Resources Manager	M 66
Streets Manager	M 44	Water Treatment Operator I	B 86.00
Supervising Building Inspector	M 40	Water Treatment Operator II	B 91.00
Supervising Civil Engineer	M 74	Water Treatment Operator III	B 96.00
Systems Administrator	M 62	Word Processor I	A 23
Systems Analyst I	M 29	Word Processor II	A 30
Systems Analyst II	M 40	Word Processor III	A 38
Systems Analyst III	M 51	Workers' Compensation Manager	M 48
Technical Services Manager	M 44	Workers' Compensation Specialist (C)	C 69
Telecommunications Coordinator	M 29		
Tire Repairer	B 61.00		
Traffic Engineer	M 59		
Traffic Safety Maintenance Worker	B 69.00		
Traffic Service Assistant I	A 13		
Traffic Service Assistant II	A 18		
Traffic Signal Repairer I	B 79.00		
Traffic Signal Repairer II	B 89.00		
Traffic Signal Technician	B 112.00		
Transport Operator	B 99.00		
Treasury Supervisor	M 11		
Treatment Plant Electrician	B 99.00		
Tree Trimmer I	B 66.00		
Tree Trimmer II	B 76.00		
Utility Services Manager	M 88		

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
2012-2013

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

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

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

WHEREAS, the proceeds of taxes appropriation limit for the fiscal year 2012-2013 is calculated by adjusting the prior fiscal year, 2011-2012; and

WHEREAS, the adjustment factors are:

1. change in the population of the County = 0.61%
2. change in the population of the City = 0.56%
3. change in the per capita income in California = 3.77%; and

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

WHEREAS, the City's fiscal year 2012-2013 appropriation limit for proceeds of taxes is determined to be \$266,677,284 using factors 1 and 3.

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

The proceeds of taxes appropriation limit for the fiscal year 2012-2013 is established as \$266,677,284 and the "proceeds of taxes" revenue subject to this limitation is \$99,761,000, 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 31st day of July, 2012, by the following vote:

AYES:

NOES:

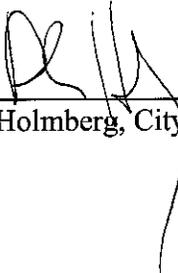
ABSENT:

Dr. Thomas E. Holden, Mayor

ATTEST:

Daniel Martinez, City Clerk

APPROVED AS TO FORM:



Alan Holmberg, 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. BUDGET POLICIES

A. Budget Guidelines

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

B. Appropriation Priorities

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

C. Supplemental Services

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

D. Appropriation Changes

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

II. CAPITAL IMPROVEMENT PROGRAM POLICIES

A. Capital Planning Period

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

B. Capital Project Priorities

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

C. Capital Project Management

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

III. REVENUE POLICIES

A. Maintenance of Revenues

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

B. User Fees and Rates

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

C. Revenue Collection

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

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

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

D. Interest Earnings

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

IV. FUND BALANCE POLICY

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

A. Procedures

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

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

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

B. Committed Fund Balance

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

C. Assigned Fund Balance

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

D. Unassigned Fund Balance

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

V. RESERVE POLICIES

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

VI. DEBT POLICIES

A. Use of Debt

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

B. Conditions of Use

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

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

C. Methods

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

VII. ACCOUNTING POLICIES

A. Accounting Standards

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

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

B. Independent Auditor

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

VIII. RISK MANAGEMENT POLICIES

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

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

PASSED AND ADOPTED on this 31st day of July, 2012, by the following vote:

AYES:

NOES:

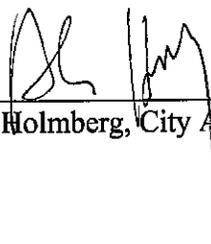
ABSENT:

Dr. Thomas E. Holden, Mayor

ATTEST:

Daniel Martinez, City Clerk

APPROVED AS TO FORM:



Alan Holmberg, City Attorney

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 2012-2013

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 2012-2013; 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, 2012 through June 30, 2013, the Housing Authority hereby adopts the budget and appropriations for fiscal year 2012-2013 summarized as follows:

<u>Programs</u>	<u>FY 2012-2013 Budget</u>
Public Housing	\$ 7,188,940
Rental Assistance – Section 8	<u>17,469,034</u>
Total Cost	\$24,657,974

2. Staff is directed to ensure that the final adopted budget document containing the Housing Authority's operating budget for fiscal year 2012-2013 shall contain all revisions made by the Housing Authority prior to final budget adoption.

PASSED AND ADOPTED on this 31st day of July, 2012, by the following vote:

AYES:

NOES:

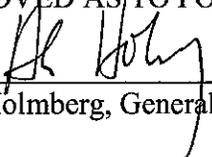
ABSENT:

Dr. Thomas E. Holden, Chairman

ATTEST:

Daniel Martinez, Secretary Designate

APPROVED AS TO FORM:


Alan Holmberg, General Counsel

CAPITAL IMPROVEMENT PROGRAM

INTRODUCTION

The Capital Improvement Program (CIP) categorizes and lists the major public improvements to the City's infrastructure over the next five budget cycles. In general, the CIP includes new projects and upgrades to existing facilities that cost more than \$100,000. The CIP is prepared in conjunction with the two-year budget. Projects are compiled by each department in the City, submitted to the Budget Team for review before being presented as the Recommended CIP to City Council.

The FY 2012-13 CIP was built around the following components:

ADMINISTRATIVE AND POLICY FRAMEWORK FOR THE CIP PROCESS

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

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

As adopted by the City Council on June 11, 1991, Resolution No. 10,188 established three standards to be used in the development of the CIP budget, as follows:

- 1) The City will evaluate proposed capital projects against the following criteria:
 - Linkage with community needs as identified in the City's major planning documents
 - Cost/benefit analysis identifying all economic or financial impacts of the project
 - Identification of available funding resources
- 2) The City will develop its capital improvement program with funding priorities in the following order:
 - Projects which maintain and preserve existing facilities
 - Projects which replace existing facilities which can no longer be maintained
 - Projects which provide new and expanded services to the community

- 3) The City will prioritize projects based on a comprehensive cost/benefit analysis which identifies all financial impacts and community benefits.

REVENUES AVAILABLE FOR CAPITAL IMPROVEMENTS

The City of Oxnard finances its capital budget through a combination of local revenues, development mitigation fees, State and Federal grants.

	<u>FY 2012-13</u>
Grant Funds	
Federal Grants	\$ 21,017,625
State Grants	\$ 1,683,755
CDBG Entitlement	\$ 951,873
Total Grant Resources	<u>\$ 23,653,253</u>
Local Funds	
Air Pollution Buy-Down	\$ 614,908
Circulation System Improvement Fees	\$ 240,000
Gas Tax	\$ 960,000
Community Facilities District	\$ 325,000
Storm Drain Connection	\$ 2,700,000
Total Local Resources	<u>\$ 4,839,908</u>
Utilities Funds	
Wastewater Collection - Operating	\$ 525,000
Wastewater Treatment - Operating	\$ 1,050,000
Water - Operating	\$ 1,250,000
Total Internal Service Fund Resources	<u>\$ 2,825,000</u>
Total All CIP Funds	<u><u>\$ 31,318,161</u></u>

Outlined below is a brief description of the various revenue sources used to finance CIP projects that are projected to be available to support FY 2012-13 CIP projects.

A. GRANT FUNDS

1. Federal Grants

Federal grants consist of transportation grants that have been awarded for specific projects.

2. State Grants

State grants consist of Transportation Development Act (TDA) funding provided for specific projects that improve access to address public transportation needs.

3. Community Development Block Grant (CDBG)

As an entitlement community, the City of Oxnard receives Federal CDBG funds annually based on a formula involving population, unemployment, and median family income. CDBG funds may be used for the acquisition, construction, reconstruction, rehabilitation or installation of public improvements or facilities except for buildings for the general conduct of government. Projects must benefit low- and moderate-income residents, eliminate slums and blight, or meet an urgent need as defined by the Department of Housing and Urban Development (HUD).

B. LOCAL FUNDS

1. Air Pollution Buy-Down

Developers of new commercial, industrial, or residential developments which exceed a specified threshold of new air pollution are required to pay a mitigation fee that can be used to fund City projects that reduce air pollution. Examples of projects qualifying for Air Pollution Buy-Down Funding are carpool lanes, park and ride facilities, and mass transit facilities.

2. Circulation System Improvement Fees

The Circulation System Improvement Fee is a development fee adopted by the City Council in January 1985. The purpose of the fee is to generate a portion of the funds needed to pay for growth-required roadway and intersection improvements along certain specified major arterial streets and highway interchanges. The fee is based upon the number of daily vehicle trips generated by a new development. Because any improvements that a developer makes to such streets (per the development conditioning process) will be considered as an in-lieu payment of the fee, the amount of revenue actually collected from this fee may be uneven from year to year.

3. Gas Tax

Article 19 of the State Constitution authorizes collection of the motor vehicle fuel tax (e.g., "Gas Tax"). The revenue must be used for construction or maintenance of public streets. It is allocated to each city based upon population on a monthly basis by the State Controller.

4. Community Facilities District

Community Facilities District revenues are derived from taxes within defined developments in the City of Oxnard (e.g., RiverPark). The special taxes paid by residents of a particular community can be used to fund capital replacements only within the district boundaries and as authorized by the documents that established the Community Facilities District.

5. Storm Drain Connection

The Storm Drain Fee is a development related fee which is based on the gross acreage of a development contributing to a drainage requirement. Revenues from this source must be used for the acquisition and improvement of storm drain facilities.

C. UTILITIES FUNDS

1. Wastewater Collection – Operating

The Wastewater Collection rate revenue is derived from user fees, and is dedicated to pay for collection system operations, maintenance and rehabilitation projects.

2. Wastewater Treatment – Operating

The Wastewater Treatment rate revenue is derived from user fees associated with treatment plant operations, and can be used to pay for treatment plant operations, maintenance and rehabilitation projects.

3. Water – Operating

The Water Fund receives its revenue from the monthly fee charged to users.

CAPITAL IMPROVEMENT PROJECTS - FY 2012-13

**Recommended
FY 2012-13**

GRANT FUNDS

Federal Grants* **\$21,017,625**

Rice Avenue at Fifth Street Grade Separation (PE Report)
Bicycle Facilities - NE Specific Plan
"C" Street Bicycle Facilities
Citywide Sidewalk Survey
Rose Avenue Sidewalk
Traffic/Trip Demand Management Plan
Ventura Boulevard Sidewalk (Vineyard to Rose)
Victoria Route Transit Stops
Del Norte Arterial Resurfacing
East Ventura Boulevard Improvements
Hueneme Road Widening and Improvements
Via Victoria Drainage and Sidewalk
Wooley Road Arterial Resurfacing
Rose Avenue Resurfacing

State Grants* **\$1,683,755**

Bike Boulevards - Cesar Chavez Drive at Snow Avenue
Wooley Road Arterial Resurfacing

CDBG Entitlement **\$951,873**

Campus Park Two-Story Building - Phase II
Lemonwood Park Improvements - Phase III
Blackstock South Neighborhood Resurfacing
Reconstruction of Gloria Court/Alleyway

TOTAL GRANT FUNDS **\$23,653,253**

* Federal Grants and State Grants will be appropriated only upon receipt throughout Fiscal Year 2012-13

**Recommended
FY 2012-13**

LOCAL FUNDS

Air Pollution Buy-Down	\$614,908
Bicycle Facilities - NE Specific Plan	
Bike Boulevards - Cesar Chavez Drive at Snow Avenue	
"C" Street Bicycle Facilities	
Citywide Sidewalk Survey	
Rose Avenue Sidewalk	
Traffic/Trip Demand Management Plan	
Transit Stops 2012-15	
Ventura Boulevard Sidewalk (Vineyard to Rose)	
Victoria Route Transit Stops	
Circulation System Improvement Fees	\$240,000
Rice Avenue at Fifth Street Grade Separation (PE Report)	
Community Facilities District Special Taxes	\$325,000
Vineyard Park Track Surface Conversion	
Gas Tax	\$960,000
Annual Pavement Management System Update	
Tierra Vista Neighborhood Resurfacing	
Tierra Vista - Sanford Storm Drain Phase II	
Storm Drain Connection	\$2,700,000
Tierra Vista - Sanford Storm Drain Phase II	
TOTAL LOCAL FUNDS	\$4,839,908

	Recommended FY 2012-13
UTILITIES FUNDS	
Wastewater Collection - Operating	\$525,000
Oxnard Industrial Drain Stormwater Treatment	
Central Trunk Manhole Reconstruction Plan	
Flow Metering at CI Harbor and H Station	
Pleasant Valley Road Manhole Rehabilitation	
Wastewater Treatment - Operating	\$1,050,000
Biotower Rebuild & Screen	
Clarifier Catwalks Design & Rebuild	
PLCs/LCPs Replacement	
Water - Operating	\$1,250,000
Blending Station No. 2 Communication Tower	
Blending Station No. 2 Preliminary Design	
Blending Station No. 3 Desalter Feasibility/Preliminary Design	
Water Campus Desalter Phase II Feasibility/Preliminary Design	
Vineyard Ave 18" Hydraulic Improvement Design/Construction	
	<hr/>
TOTAL UTILITIES FUNDS	\$2,825,000
	<hr/>
GRAND TOTAL - ALL CIP FUNDS	\$31,318,161
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DESCRIPTION OF PROJECTS RECOMMENDED FOR FY 2012-13

GRANT FUNDS

Federal Grants Projects

- Rice Avenue at Fifth Street Grade Separation (PE Report)

This project will prepare the environmental documents and study potential design options for the construction of a bridge interchange at the intersection of Rice Avenue and Fifth Street. This project supports the Circulation Element of the City's 2030 General Plan. By separating the intersecting roadways, congestion can be significantly minimized or even eliminated. The bridge will also enhance safety by reducing the number of vehicles that need to cross over the railroad tracks. The bridge will also support the regional economy by improving access to the Port of Hueneme.

- Bicycle Facilities - NE Specific Plan

This project will design and construct bicycle facilities within the Northeast Community Specific Plan and immediately adjacent areas as identified in the City's Bicycle and Pedestrian Facilities Master Plan (BPFMP). The 13 bicycle improvements include 8 new bicycle facilities and 5 improvements to existing bike facilities. The new facilities ranked 1, 3, 6, 19, 27, 36, 47, & 58 out of 92 bicycle improvements identified in the City's BPFMP. These facilities would create a complete, desired 0.5 mile bicycle facility grid for this section of the City.

- "C" Street Bicycle Facilities

This project will design and construct bicycle facilities identified in the City's Bicycle and Pedestrian Facilities Master Plan (BPFMP) along "C" Street, a major north-south route within Oxnard, as well as bicycle facilities from "C" Street along Hill Street and Hemlock Avenue.

- Citywide Sidewalk Survey

This project would conduct a citywide inventory and prioritize existing and proposed pedestrian infrastructure, including video inventory of sidewalks, street trees, signs, curb ramps, and traffic calming devices, a GIS-based system to prioritize and select projects, and estimations of existing pedestrian volumes across the city. An Americans with Disabilities Act (ADA) survey would be conducted for the highest volume pedestrian areas such as downtown, specific City parks, schools, and public buildings. The ADA survey would utilize field technicians to assess intersections, public rights-of-way, slopes, and widths of pedestrian ways. Public outreach would be conducted to identify and prioritize improvements. The end product would include conceptual plans for high-priority projects, tables listing the location and cost for constructing and repairing curb ramps, sidewalks, signage, striping and other infrastructure improvements, and recommend education, encouragement and enforcement programs.

- Rose Avenue Sidewalk

The proposed project will install a sidewalk along the westerly side of Rose Avenue, from Auto Center Drive to East Collins Street. The project will improve pedestrian connectivity to the transit stop at Rose Avenue, north of Auto Center Drive. It will also provide an improved facility for the residents to walk to the Rio del Valle Middle School. The project will also address the existing drainage problem in that road segment.

- Traffic/Trip Demand Management Plan

This project would create a transportation demand management (TDM) program and would consist of the following:

1. Review and present best practices of recent TDM's in similar type cities and economies.
2. Review Oxnard's traffic system, planned improvements, transit services, bicycle and pedestrian links and plans, and other relevant information.
3. Analyze local and regional commute patterns utilizing the Census Bureau's Local Employment Dynamics system and the 2010 American Community Survey.
4. Estimate existing GHG emissions from current commute patterns consistent with State California Air Resources Board (CARB) greenhouse gases (GHG) estimation protocols, and identify opportunities for TDM measures that are scalable and matched to a matrix of employer types and sizes.
5. Share the proposed TDM measures with a City-identified employer stakeholder group to revise the TDM program based on local input.
6. Create a software application that allows City staff to estimate trip and GHG reductions from various TDM measures.
7. Create an interactive Internet application hosted by the City that provides TDM measure information to the public, including real-time information about traffic.

- Ventura Blvd. Sidewalk (Vineyard to Rose)

The proposed project will install a new sidewalk on the north side of Ventura Boulevard between Vineyard Avenue and Rose Avenue. There are no sidewalks on most of the length of road except for short distances in front of some of the businesses. The project will fill the gap of the missing sidewalk and curb and gutter, pave existing unpaved shoulder, and install bike lanes.

- Victoria Route Transit Stops

This project would result in the design and installation of 13 new bus stops along the "Victoria Route" for the new Gold Coast Transit route beginning in February 2013. The project would provide new service designed to reduce the travel time via transit to major destinations within Port Hueneme, Oxnard, Ventura and unincorporated areas of the county.

- Del Norte Arterial Resurfacing

This project would result in the resurfacing of Del Norte Boulevard between Highway 101 Freeway and Fifth Street (Highway 34). This section of Del Norte Boulevard is identified in the Pavement Maintenance System as having deteriorated to the point of needing repaving and/or reconstruction.

- East Ventura Boulevard Improvements

This project would result in road resurfacing, utility line installations, pedestrian and landscaping improvements on East Ventura Boulevard, east of the future Rice Avenue interchange improvements to Almond Drive. This section of Ventura Boulevard is identified in the Pavement Maintenance System as having deteriorated to the point of needing repaving and/or reconstruction.

- Hueneme Road Widening and Improvements

Improvements include installation of a water line and a recycled water pipeline from Perkins Road to Edison Road, installation of sewer line from Perkins Road to Edison Road, and road widening across the Watershed Protection Channel and resurfacing from Saviers Road to Arcturus Road. The project will eliminate the bottleneck traffic congestion at location and improve water circulation and distribution.

- Via Victoria Drainage and Sidewalk

This project consists of the installation of drainage and sidewalks along Via Victoria. The improvements are needed for the safety of residents.

- Wooley Road Arterial Resurfacing

This project would result in the resurfacing of Wooley Road from Rose Avenue to Harbor Boulevard. This section of Wooley Road is identified in the Pavement Maintenance System as having deteriorated to the point of needing repaving and/or reconstruction.

- Rose Avenue Resurfacing

This project would result in the resurfacing of Rose Avenue from Fifth Street to Camino del Sol. This section of Rose Avenue is identified in the Pavement Maintenance System as having deteriorated to the point of needing repaving and/or reconstruction.

State Grants Projects

- Bike Boulevards: Cesar Chavez Road and Snow Avenue

A Bike Boulevard is one of the recommended projects in the “Bicycle and Pedestrian Facilities Master Plan.” The project consists of installing bicycle lane striping and signing, intersection crossing treatment, traffic calming measures, and way finding signs at 2 locations in the City of Oxnard. The project will enhance the safety of the pedestrians and bicycle riders, specifically school students.

- Wooley Road Arterial Resurfacing

See description under “Federal Grants Projects.”

CDBG Entitlement Projects

- Campus Park Two Story Bldg - Phase II

This project consists of renovations to the Campus Park two-story building. It will include ADA and overall upgrades to the classrooms and restrooms in the building. The renovation will also address asbestos abatement, HVAC replacement, lighting upgrades and an addition to the Southwest corner of the building. The building is in need of upgrades in order for the space to be fully utilized and is not compliant with current ADA requirements.

- Lemonwood Park Improvements - Phase III

This project will install new fencing along the east side of Lemonwood Park. The fencing is needed for safety reasons due to the proximity of a storm water channel adjacent to the playground.

- Blackstock South Neighborhood Resurfacing

This project would result in the resurfacing of an area within the boundaries of La Canada Avenue, Ventura County Watershed District Channel, Bard Road, and Saviers Road. This area is identified in the Pavement Maintenance System as having deteriorated to the point of needing repaving and/or reconstruction.

- Reconstruction of Gloria Court/Alleyway

This project consists of removal and replacement of new asphalt in order to improve and ease the access for the neighborhood residents and to increase the life expectancy of the street and alley by 15 years. Gloria Court and the Colonia Road Back Alleyway have substantial reconstruction needs throughout their entire length, making traffic flow difficult for commuters.

LOCAL FUNDS

Air Pollution Buy-Down Projects

- Bicycle Facilities - NE Specific Plan

See description under “Federal Grants Projects.” The Air Pollution Buy-Down Fund provides matching funding for this project.

- Bike Boulevards: Cesar Chavez Road and Snow Avenue

See description under “Federal Grants Projects.” The Air Pollution Buy-Down Fund provides matching funding for this project.

- “C” Street Bicycle Facilities

See description under “Federal Grants Projects.” The Air Pollution Buy-Down Fund provides matching funding for this project.

- City-wide Sidewalk Survey

See description under “Federal Grants Projects.” The Air Pollution Buy-Down Fund provides matching funding for this project.

- Rose Avenue Sidewalk

See description under “Federal Grants Projects.” The Air Pollution Buy-Down Fund provides matching funding for this project.

- Traffic/Trip Demand Management Plan

See description under “Federal Grants Projects.” The Air Pollution Buy-Down Fund provides matching funding for this project.

- Transit Stops 2012-15

This project will design and construct new, or improve existing, bus stops for Gold Coast Transit along existing and new bus routes citywide. The project will establish a consistent funding source for improvements. The project may be used as a revolving fund, and a developer would reimburse the project for improvements provided in advance by the City. The fund would not be used for maintenance of the transit stops. This budget will serve as the match for federal-aid grants for transit stops awarded under the congestion mitigation and air quality improvement program from the Ventura County Transportation Commission. The project supports the 2030 General Plan goal of a public transportation system that serves the needs of residents and workers in Oxnard. The project expands public transit and mobility, and supports the City’s efforts to reduce greenhouse gases.

- Ventura Blvd. Sidewalk (Vineyard to Rose)

See description under “Federal Grants Projects.” The Air Pollution Buy-Down Fund provides matching funding for this project.

- Victoria Route Transit Stops

See description under “Federal Grants Projects.” The Air Pollution Buy-Down Fund provides matching funding for this project.

Circulation System Improvement Fees Projects

- Rice Avenue at Fifth Street Grade Separation (PE Report)

See description under “Federal Grants Projects.” The Circulation System Improvement Fees Fund provides matching funding for this project.

Community Facilities District Special Taxes Projects

- Vineyards Park Track Surface Conversion

This project will convert current Fibar (wood chip surface) track to concrete with rubberized surface. Because of the lack of drainage in this park, portions of the track become unusable for weeks at a time after rains because of standing water. In order to provide the public with a track that is useable and safe, the track will be converted to concrete with a rubberized surface.

Gas Tax Projects

- Annual Pavement Management System Update

This project will provide citywide pavement maintenance updates including GIS mapping and other processes completed annually to manage the condition of the City’s paved assets.

- Tierra Vista Neighborhood Resurfacing

This project will provide for the resurfacing of streets within the Tierra Vista Neighborhood. The project’s boundaries are from west of Lincoln Court to east of Olds Road from south of Sanford Street to north of Etting Road. This area has been identified in the Pavement Maintenance System as having deteriorated to the point of needing repaving and/or reconstruction.

- Tierra Vista - Sanford Storm Drain Phase II

This project provides for Phase II of the Sanford Storm Drain construction, which will alleviate local flooding. It involves the construction of storm drain pipes and catch basins to serve the drainage area bounded by Pleasant Valley Road on the north, agricultural land on the south, Olds Road on the east, and a mobile home park on the west. All of the storm drain lines in this project will be connected to the previously constructed Phase I along the southern boundary of Tract No. 1422-2 from Olds Road to the 66-inch storm drain pipe east of and connected to the Oxnard Industrial Drain, a County flood control channel. The Gas Tax Fund will pay for street repaving, while the Storm Drain Connection Fund will pay for storm drain construction.

Storm Drain Connection Projects

- Tierra Vista - Sanford Storm Drain Phase II

See description under "Gas Tax Projects." Storm Drain Connection Fees fund a portion of this project.

UTILITIES FUNDS

Wastewater Collection – Operating Projects

- Oxnard Industrial Drain Stormwater Treatment

This project will provide for the design and construction of a storm water treatment system for the Oxnard Industrial Drain flow near Hueneme Road. The project will create compliance with the City's storm water quality permit and will provide prevention of trash from reaching the Ormond Beach wetlands.

- Central Trunk Manhole Reconstruction Plan

This project will provide for the inspection and prioritization of phasing of manhole reconstruction and development of bypass plans. The improvements will help maintain operational integrity of the Central Trunk sewer and minimize the risk of large wastewater spills.

- Flow Metering at Channel Islands Harbor and H Station

This project will enhance flow metering at lift stations 1, 2, 27 and 30 and H in the Channel Islands Harbor area. Accurate flow information is needed to ensure proper sewer billing for the Channel Islands Beach Community Service District.

- Pleasant Valley Road Manhole Rehabilitation

This project will rehabilitate 18 sewer manholes on Pleasant Valley Road between Etting Road and Terrace Drive. These manholes are deteriorating at a rapid rate due to hydrogen sulfide exposure. Proper coating will lengthen the life of the structures and will improve structural integrity.

Wastewater Treatment – Operating Projects

- Biotower Rebuild & Screen

This project will include the repair and rebuild of the wastewater treatment plant's biotower. It will involve the repair and/or replacement of the center load bearing distribution arm assembly, filter media and PVC liner. The Biotower is an integral component of the activated sludge treatment process.

- Clarifier Catwalks Design and Rebuild

This project will provide for the design and replacement of 4 clarifier catwalks, which will provide employees with safe access. The current structures are corroded beyond repair.

- PLCs/LCPs Replacement

This project will design and install replacement Programmable Logic Controllers/Logic Control Panels. The existing equipment has reached the end of its useful life.

Water – Operating Projects

- Blending Station No. 2 Communication Tower

This project will provide for the design and construction of a communication tower in order to improve communication with the control room.

- Blending Station No. 2 Preliminary Design

This project will provide funds for preliminary design of control and valving upgrades for Blending Station No. 2. The current system is not able to be repaired.

- Blending Station No. 3 Desalter Feasibility Study/Preliminary Design

This project will finance a feasibility study and preliminary design work for a new desalter at Blending Station No. 3. Additional desalting capacity is needed to maintain water quality.

- **Water Campus Desalter Phase II. Feasibility Study/Preliminary Design**

This project will finance a feasibility study and preliminary design work for a new desalter at the Water Campus. Additional desalting capacity is needed to maintain water quality.

- **Vineyard Avenue 18" Hydraulic Improvement Design/Construction**

This project will provide for the design and construction of a new water line in Vineyard Avenue from Myrtle Avenue to Simon Way. This is a master-planned facility project needed to meet fire flow standards.

