

Written materials relating to an item on this agenda that are distributed to the legislative bodies within 72 hours before the item is to be considered at its regularly scheduled meeting will be made available for public inspection at the City Clerk's Office, 300 West Third Street 4th Floor during customary business hours. Agenda reports are also on the City of Oxnard web site at www.oxnard.org.



AGENDA
OXNARD CITY COUNCIL
FINANCE AND GOVERNANCE COMMITTEE
Council Chambers, 305 West Third Street
May 14, 2024
Regular Meeting - 5:00 to 6:30 PM

Zoom details to call-in for public comment during a meeting:

1. Dial Phone Number: (888) 475-4499
2. Enter Meeting ID: 854 8070 0864
3. Passcode: 007078

If you wish to speak during public comments or a particular item on the agenda, please sign-on by following the zoom call-in steps listed above. Once the presiding officer calls for public speakers, press *9 to raise your hand to inform the City Clerk you would like to speak during the public speaking section for that particular item on the agenda, while in the zoom waiting room. Press *6 when asked to unmute. Listen to the instructions provided virtually on the phone while on hold in the zoom waiting room. Please note that there is a slight time delay when viewing the meeting via television.

IN ACCORDANCE WITH ASSEMBLY BILL 2449, MEMBERS OF THE LEGISLATIVE BODY MAY MEET IN-PERSON OR REMOTELY. TO PARTICIPATE REMOTELY VISIT WWW.OXNARD.ORG.

To find out how you may provide public comment, please refer to the instructions below or at www.https://www.oxnard.org/city-meetings/.

The public may view the meeting from home on Spectrum channel 10, Frontier channel 35, or YouTube at Youtube.com/oxnardnews. Video recordings of the meeting are typically available online following the meeting at the City's website at www.oxnard.org/city-meetings.

*Please see the link for the Measure M pre-recorded presentation video for each item listed on this agenda.

YOU MAY PARTICIPATE IN THE MEETING IN THE FOLLOWING WAYS:

1. ATTEND THE MEETING AT THE LOCATION LISTED ABOVE: Submit a speaker card to the City Clerk.
2. EMAIL COMMENTS OR SIGN UP TO SPEAK REMOTELY BEFORE THE MEETING
 - a. Submit a request to speak remotely by 3 p.m. on the day of the meeting by using the form available at www.oxnard.org/citymeetings.
 - b. Submit an email to cityclerk@oxnard.org by 3 p.m. on the day of the meeting (indicate the agenda item number in the subject line). All email correspondence will be forwarded to the legislative body prior to the start of the meeting and made part of the legislative record.
 - c. Contact the City Clerk's Office at (805) 385-7803 to submit your request.
3. PROVIDING PUBLIC COMMENTS REMOTELY DURING THE MEETING
 - a. Follow Zoom details listed above.

In compliance with the Americans with Disabilities Act, if you require special assistance to participate in a meeting, please contact the City Clerk's Office at 385-7803. Notice at least 72 hours prior to the meeting will enable the City to reasonably arrange for your accessibility to the meeting.

Agenda Item Time Estimates include: (Minutes for Presentation + Council Discussion + Public Comment)

- b. Public comments on agenda items will be taken following the announcement of the item. After the item is announced, members of the public may register or otherwise be recognized for the purpose of providing public comment.

Please review the Zoom instructions on the registration page to help ensure there are no technical difficulties during your comments and help you understand public comment procedures using Zoom. Detailed participation instructions can be found at www.oxnard.org/city-meetings.

In the event of a disruption which prevents a legislative body of the City of Oxnard from broadcasting a meeting using a call-in option or internet-based service option, or in the event of a disruption within the City's control which prevents members of the public from offering public comment using the call-in option or internet-based service option, the legislative body shall take no further action on items appearing on a meeting agenda until public access to the meeting via the call-in option or internet-based service option is restored. However, if any of the broadcast options are disrupted, but any of the other broadcast options is still available to the public, the legislative body may take further action on items appearing on a meeting agenda without waiting for the disrupted broadcast option(s) to be restored.

A. ROLL CALL, POSTING OF AGENDA, FLAG SALUTE

Consideration of Teleconference Participation pursuant to Assembly Bill 2449.

B. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

A person may address the legislative body only on matters not appearing on the agenda and within the subject matter jurisdiction of the legislative body. Speaker requests shall be submitted as set forth on the first page of this agenda. Speakers are limited to three minutes. After 30 minutes, if all speakers have not had the opportunity to speak, the remaining speakers will be given an opportunity to speak prior to adjournment of the meeting. The legislative body cannot enter into a detailed discussion or take action on any items presented during public comments at this time. Such items may only be referred to the City Manager/Executive Director/Secretary for administrative action or scheduled on a subsequent agenda for discussion. Persons wishing to speak on public hearing items should do so at the time of the hearing.

C. CONSENT AGENDA

1. City Clerk Department

SUBJECT: Approval of Minutes.

RECOMMENDATION: That the Finance & Governance Committee approve the minutes of the April 23, 2024 regular meeting as presented.

Contact: Rose Chaparro, (805) 385-7805

D. REPORTS

1. Public Works Department

SUBJECT: Fiscal Year (FY) 2024-25 Landscape Maintenance Districts Initiation of Proceedings to Levy Assessments, Approval of a Consolidated Engineers Report, and Declaration of Intention to Levy Assessments. (10 minutes)

RECOMMENDATION: That the Finance and Governance Committee recommend that the City Council acting as the legislative body of the City of Oxnard Landscape Maintenance Districts (LMDs):

1. Adopt "A Resolution of the City Council of the City of Oxnard, California, initiating proceedings to levy assessments against real property for fiscal year 2024-25 in connection with the city's landscape maintenance districts";
2. Adopt "A Resolution of the City Council of the City of Oxnard, California, approving a consolidated engineer's report regarding assessments against real property for fiscal year 2024-25 in connection with the city's landscape maintenance districts"; and
3. Adopt "A Resolution of the City Council of the City of Oxnard, California, declaring its

intention to levy assessments against real property for fiscal year 2024-25 in connection with the city's landscape maintenance districts" setting the Public Hearing for June 18, 2024.

Please click the following link to view the required Measure M pre-recorded presentation video: <https://youtu.be/k44VRSx12pw>

Contact: Michael Wolfe, (805) 385-8055

2. Public Works Department

SUBJECT: Fiscal Year (FY) 2024-25 Resolution to Levy Assessments in Mandalay Beach Maintenance District. (10 minutes)

RECOMMENDATION: That the Finance & Governance Committee recommend that the City Council, acting as the legislative body for the Mandalay Beach Maintenance District:

1. Hold a Public Hearing for June 4, 2024 a public hearing to receive public testimony regarding the proposed Fiscal Year 2024-25 assessments for the Mandalay Beach Maintenance District; and
2. Adopt a resolution to levy the special tax assessment for Fiscal Year 2024-25 within the Mandalay Beach Maintenance District for Fiscal Year 2024-25.

Please click the following link to view the required Measure M pre-recorded presentation video: https://youtu.be/RsoFfH_qoll

Contact: Michael Wolfe, (805) 385-8055

3. Finance Department

SUBJECT: Increase Appropriations in the FY2023-24 General Fund Operating Budget to Transfer Funds to the State Gas Tax Fund to Restore State Gas Tax Fund Balance. (5 minutes)

RECOMMENDATION: That the Finance and Governance Committee recommend that City Council approve the transfer of funds from the FY 2023-24 General Fund (101) Operating Budget to the State Gas Tax Fund (181) in the amount of \$3,300,000, to restore a fund balance deficit of the State Gas Tax for prior year activity, as well as projected budgetary deficits in FY 2023-24 and FY 2024-25.

Please click the following link to view the required Measure M pre-recorded presentation video titled General Fund Transfer to State Gas Tax Fund: <https://youtu.be/yQZGBFe0tOQ>

Contact: Javier Chagoyen-Lazaro, (805) 200-5400

4. Finance Department

SUBJECT: FY 2024-25 Proposed Budget. (10 minutes)

RECOMMENDATION: That the Finance and Governance Committee recommend that City Council and Housing Authority Board conduct a public hearing on the Fiscal Year (FY) 2024-25 proposed budget on June 4, 2024, for the City of Oxnard and Oxnard Housing Authority and provide staff direction regarding any adjustments to the proposed budget, in preparation for final budget adoption on June 18, 2024.

Please click the following link to view the required Measure M pre-recorded presentation video titled Fiscal Year 2024-2025 Budget Preview: <https://youtu.be/XCXcnjxX62k>

Please click the following link to view the required Measure M pre-recorded presentation video titled Additional Information on Fiscal Year 2024-25 Proposed Annual

Budget: <https://youtu.be/HD51D-WY500>

Contact: Javier Chagoyen-Lazaro, (805) 200-5400

5. Finance Department

SUBJECT: Annual Delegation of Investment Authority. (10 minutes)

RECOMMENDATION: That the Finance and Governance Committee recommend the City Council Adopt a Resolution Delegating Investment Authority to the City Treasurer for FY 2024-25.

Contact: Javier Chagoyen-Lazaro, (805) 200-5400

6. Finance Department

SUBJECT: Public Safety Property Tax Assessment FY 2024-25. (10 minutes)

RECOMMENDATION: That the Finance and Governance Committee review and recommend to City Council the adoption of a resolution establishing the FY 2024-25 tax rates on property in the City of Oxnard for the payment of voter-approved obligations related to public safety personnel pension expenses.

Please click the following link to view the required Measure M pre-recorded presentation

video: https://youtu.be/8LGh8C_esbA

Contact: Javier Chagoyen-Lazaro, (805) 200-5400

E. ITEMS FOR FUTURE AGENDAS

F. ADJOURNMENT



**FINANCE AND GOVERNANCE COMMITTEE
AGENDA REPORT**

**CONSENT AGENDA
AGENDA ITEM NO. C.1**

DATE: May 14, 2024

TO: Finance & Governance Committee

FROM: Rose Chaparro, City Clerk, (805) 385-7805, rose.chaparro@oxnard.org

SUBJECT: Approval of Minutes.

RECOMMENDATION

That the Finance & Governance Committee approve the minutes of the April 23, 2024 regular meeting as presented.

BACKGROUND

Approval of Minutes.

STRATEGIC PRIORITIES

This agenda item is a routine operational item.

FINANCIAL IMPACT

There is no financial impact.

Prepared by: Rose Chaparro, City Clerk

ATTACHMENTS

1. MINUTES 04 23 2024 Finance & Governance

MINUTES
OXNARD CITY COUNCIL
FINANCE AND GOVERNANCE COMMITTEE
Regular Meeting
April 23, 2024

A. ROLL CALL, POSTING OF AGENDA, FLAG SALUTE

At 5:00 p.m., Chair John C. Zaragoza called to order the regular meeting of the Oxnard City Council Finance and Governance Committee in the City Hall Council Chambers at 305 W. Third Street, Oxnard, California. The City Clerk called the roll and announced the posting of the agenda. Chair John C. Zaragoza, Member Gabriela Basua, and Member Gabriel (Gabe) Teran were present in person.

Consideration of Teleconference Participation pursuant to Assembly Bill 2449.

B. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA (None received.)

C. CONSENT AGENDA

1. City Clerk Department

SUBJECT: Approval of Minutes.

RECOMMENDATION: That the Finance & Governance Committee approve the minutes of the April 9, 2024 regular meeting as presented.

It was moved by Member Teran, seconded by Member Basua, to approve the Information/Consent item as presented. VOTE: Basua, Teran, and Zaragoza voted in favor; the motion passed 3-0.

D. REPORTS

1. Finance Department

SUBJECT: Presentation of Single Audit Report.

RECOMMENDATION: That the Finance and Governance Committee receive the 2023 Single Audit Report from the audit firm Eadie + Payne and recommend staff to forward presentation to the City Council.

(Eadie + Payne Presentation will be live upon consultant's request).

Javier Chagoyen Lazaro, Chief Financial Officer introduced Eden Casareno, Partner In-Charge of Attest Services with Eadie+Payne. Ms. Casareno introduced Panida Kongpetch, Audit Manager with Eadie + Payne LLP. Ms. Casareno and Ms. Kongpetch presented and answered the Committees questions. No public comments were received. Discussion ensued among the Committee and staff.

It was moved by Member Teran, seconded by Member Basua, to approve the recommended action as presented. VOTE: Basua, Teran, and Zaragoza voted in favor; the motion carried 3-0.

2. Finance Department

SUBJECT: Update on the Financial Corrective Action Plan (FCAP) for Closing Past Audit Findings.

RECOMMENDATION: That the Finance and Governance Committee receive an update on the Financial Corrective Action Plan (FCAP) for closing past audit findings and recommend staff forward the presentation to City Council.

Javier Chagoyen Lazaro, Chief Financial Officer presented and answered the Committees questions. No public comments were received. Discussion ensued among the Committee and staff.

It was moved by Member Basua, seconded by Member Teran, to approve the recommended action as presented. VOTE: Basua, Teran, and Zaragoza voted in favor; the motion carried 3-0.

E. ITEMS FOR FUTURE AGENDAS (No requests were made.)

F. ADJOURNMENT

There being no further business on the agenda, and without objection, Chair Zaragoza adjourned the meeting at 5:31 p.m.

ROSE CHAPARRO

City Clerk

JOHN C. ZARAGOZA

Chair



FINANCE AND GOVERNANCE COMMITTEE AGENDA REPORT

REPORTS AGENDA ITEM NO. D.1

DATE: May 14, 2024

TO: Finance & Governance Committee

FROM: Michael Wolfe, Public Works Director, (805) 385-8055, michael.wolfe@oxnard.org

SUBJECT: Fiscal Year (FY) 2024-25 Landscape Maintenance Districts Initiation of Proceedings to Levy Assessments, Approval of a Consolidated Engineers Report, and Declaration of Intention to Levy Assessments. (10 minutes)

RECOMMENDATION

That the Finance and Governance Committee recommend that the City Council acting as the legislative body of the City of Oxnard Landscape Maintenance Districts (LMDs):

1. Adopt "A Resolution of the City Council of the City of Oxnard, California, initiating proceedings to levy assessments against real property for fiscal year 2024-25 in connection with the city's landscape maintenance districts";
2. Adopt "A Resolution of the City Council of the City of Oxnard, California, approving a consolidated engineer's report regarding assessments against real property for fiscal year 2024-25 in connection with the city's landscape maintenance districts"; and
3. Adopt "A Resolution of the City Council of the City of Oxnard, California, declaring its intention to levy assessments against real property for fiscal year 2024-25 in connection with the city's landscape maintenance districts" setting the Public Hearing for June 18, 2024.

Please click the following link to view the required Measure M pre-recorded presentation video: <https://youtu.be/k44VRSx12pw>

BACKGROUND

Special Districts is a Division of the Public Works Department and manages a total of 48 special financing districts which includes 36 Landscape Maintenance Districts ("LMDs"). Through the process of developing property, special financing districts (e.g. LMDs) were authorized to be used by property owners (i.e. developers) to fund the annual cost of maintaining certain public improvements that have a special benefit to the properties within the district. Typically, the developer installed the public improvements at the time of development and benefiting property owners pay for the cost of maintaining the improvements (i.e., special benefit) through a special assessment included on the property's annual property tax bill. Revenue received from the assessment funds the cost to provide the Special Benefit, as outlined in the Consolidated Engineer's Report attached hereto as Attachment 1 ("Report").

Assessments are levied annually and collected on the property tax roll. Each year, the City Council must conduct proceedings before making a decision, to levy the assessments. Revenue received from the assessments partially funds the ongoing maintenance of public improvements provided by each district and, in some cases,

is collected for future work that is conducted on a less than annual basis.

If the Committee approves the recommendation in this report, a Public Hearing will be set for June 18, 2024, during which the City Council will consider three resolutions. If adopted by Council, the Resolutions will: 1) initiate proceedings to levy the annual assessments; 2) approve the Consolidated Engineer's Report for the districts; and 3) declare the intent to levy assessments on the FY 2024-25 property tax roll. This is a process that is required each year.

DISCUSSION

The Landscaping and Lighting Act of 1972 (Streets & Highways Code Section 22500 et seq.) ("Act") requires the City Council to annually Initiate Proceedings by Resolution (Attachment 2), approve the Consolidated Engineers Report through a Resolution (Attachment 3), and state the Council's Intent to Levy the annual assessment through a Resolution (Attachment 4) by holding a public hearing.

In compliance with the Act, an annual review and evaluation of each district's revenues and expenditures, contained in the Report, is conducted. This Report consolidates the City's 36 LMDs into a single report but evaluates each district individually. The Report includes a description of the improvements, the projected estimated annual maintenance costs, and funding to be collected for projects done on a less than annual basis, if any, the method of assessment apportionment for each lot or parcel within each district's boundaries, and a diagram showing the parcels within that district. The Report also provides an analysis of each district's annual financial status. It separates and apportions the cost of General Benefit, as defined in the Report, other costs funded by a non-assessment fund (e.g. the General Fund), and the cost of Special Benefit to the benefiting properties, which is funded by the applied assessment rate. The actual services provided to each district varies from district to district and are based upon the property owner approved services and funding.

The applied assessment rate is the amount needed to fund the services of each district and is the amount actually levied on the property tax roll. It cannot exceed the maximum assessment rate that was approved by the property owners, through prior proceedings, for each district. After completing an individual analysis of each district's current level of service, anticipated estimated expenditures, fund balance, assigned reserve levels, and future work that is conducted on a less than annual basis, it is recommended to set the applied rates as set forth in the Report. Parcel specific detail of the proposed maximum and applied assessment is included in the Report as attached, is available from the City Clerk's office, and is accessible from the City's website (www.oxnard.org).

Costs considered to be of General Benefit are not allowed to be assessed to the properties and therefore are apportioned as a non-assessment fund (e.g. General Fund) expense. In addition to the required General Benefit contribution, the General Fund is proposed to cover additional costs, which are outlined in the Fiscal Impact section of this Report. The FY 2024-25 Proposed Operating Budget includes funds necessary to cover these costs.

Funds received for the benefit of each district are restricted and can only be used within the district and for the purposes for which they were collected. Some of the district's applied assessment rates are proposed to increase from last year. This is to account for services such as landscape maintenance, sidewalk grinding, removal and replacement of displaced sidewalks, irrigation repair, electrical systems repair, and lighting repair and replacement. In some instances, increases are due to an increase in annual service costs, to increase fund balances after their use in prior fiscal years consistent with the Act, or to meet a district's obligation for staff and overhead expenses. The assessment is levied at a rate that is no higher than the maximum assessment rate approved by the property owners.

The deadline for delivering the Assessment information to Ventura County for inclusion on the FY 2024-25 property tax roll is July 8, 2024.

It should be noted that in unique situations in which a district may be unable to fully fund its improvements and obligations (e.g. overhead costs) and has or is expected to have a negative fund balance, staff intends to bring to Council a policy item which will outline options for said districts into the future. These options may include, but are not limited to, placing the district in question on a defined payment plan to bring its negative fund balance back to a whole position, altering the quantity of the district's authorized improvements or services, balloting property owners within the district to increase their assessment, or potentially dissolving the district.

STRATEGIC PRIORITIES

This agenda item is a routine operational item or does not relate to the five strategic priorities adopted by City Council on March 16, 2021.

FINANCIAL IMPACT

For FY 2024-25, the proposed assessment calculation are as follows: real property assessments \$2,073,515.79 (see Engineer's Report Table 6.7), LMD fund balances \$1,742,882.34 (Table 6.6), interest income \$95,251.00 (Table 6.5), a general benefit contribution from the General Fund \$226,915.35 (Table 6.5), and a subsidy from the General Fund for utility overages \$52,397.91 (Table 6.5).

Prepared by: Anthony Miller, Interim Special Districts Manager

ATTACHMENTS

1. FY 2024-25 Consolidated Engineer's Report
2. Resolution Initiating
3. Resolution Approving Consolidated ER
4. Resolution Intent to Levy
5. City of Oxnard Special Districts Map
6. City of Oxnard Special Districts List
7. Presentation

URL link to the FY 2024-25 Consolidated Engineer's Report:

<https://www.oxnard.gov/wp-content/uploads/FY24-25-LMD-Engineers-Report-Intent.pdf>

CITY COUNCIL OF THE CITY OF OXNARD

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OXNARD, CALIFORNIA, INITIATING PROCEEDINGS TO LEVY ASSESSMENTS AGAINST REAL PROPERTY FOR FISCAL YEAR 2024-25 IN CONNECTION WITH THE CITY'S LANDSCAPE MAINTENANCE DISTRICTS

WHEREAS, the City Council of the City of Oxnard has, by prior resolutions, established a number of Landscape Maintenance Districts (collectively the "Assessment Districts") pursuant to the Landscaping and Lighting Act of 1972 (Streets & Highways Code Section 22500 *et seq.*) (the "Act"); and

WHEREAS, a complete list of the Assessment Districts is attached hereto as Exhibit A and incorporated herein by reference as though fully set forth; and

WHEREAS, for each of the Assessment Districts, the City levies an annual assessment against real property to fund public improvements that specially benefits the parcels located in that Assessment District; and

WHEREAS, the City has engaged NBS (the "Assessment Engineer") to provide assessment engineering services in connection with the Assessment Districts; and

WHEREAS, the City Council desires to initiate proceedings to levy assessments in connection with the Assessment Districts for Fiscal Year (FY) 2024-25.

NOW, THEREFORE, the City Council of the City of Oxnard resolves:

1. Recitals. The above recitals are all true and correct.
2. Initiation of Proceedings. Pursuant to Section 22622 of the Act, the City Council hereby initiates proceedings in connection with the Assessment Districts for the levy of assessments for FY 2024-25.
3. Order to Engineer. The Assessment Engineer is hereby ordered to prepare and file reports pursuant to Section 22565 *et seq.* of the Act with respect to the FY 2024-25 levy of assessments in connection with each of the Assessment Districts. These reports may be consolidated into a single document for administrative convenience.
4. Improvements. The improvements associated with each of the Assessment Districts are substantially the same improvements as in FY 2023-24.
5. Projects. In accordance with Streets and Highways Code Section 22660(a), the City Council hereby determines that the estimated cost of certain proposed improvements are

greater than can conveniently be raised from a single assessment and, as a result, will be collected in installments. General descriptions of these improvements, as well as the estimated costs thereof, the number of annual installments and years during which they are to be collected, and the maximum amount of each annual installment, are described in the Exhibit B attached hereto and incorporated herein by reference as though fully set forth. Moneys collected from the annual installments shall be accumulated in the improvement fund until there are sufficient moneys to pay all or part of the cost of the improvements.

6. Severability. If any provision of this Resolution or the application of any such provision is held invalid, such invalidity shall not affect other provisions or applications of this Resolution that can be given effect without the invalid provision or application, and to this end the provisions of this Resolution are severable and that the City Council declares that it would have adopted this Resolution irrespective of the invalidity of any particular portion of this Resolution.
7. Effective Date. This Resolution shall be effective immediately upon adoption.
8. Certification. The City Clerk shall certify to the adoption of this Resolution, and shall maintain on file as a public record this Resolution.

PASSED, APPROVED AND ADOPTED on this ____ day of JUNE, 2024 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

John C. Zaragoza, Mayor

ATTEST:

Rose Chaparro, City Clerk

APPROVED AS TO FORM:

Stephen M. Fischer, City Attorney

EXHIBIT A

CITY OF OXNARD
LANDSCAPE MAINTENANCE DISTRICTS

District Name	Formation	
	Date	Resolution No.
Landscape Maintenance District No. 3 (River Ridge)	March 18, 1986	8983
Landscape Maintenance District No. 10 (Country Club Estates)	December 13, 1988	9587
Landscape Maintenance District No. 11 (St. Tropez)	January 3, 1989	9603
Landscape Maintenance District No. 12 (Standard Pacific)	March 28, 1989	9665
Landscape Maintenance District No. 13 (Le Village)	March 20, 1990	9894
Landscape Maintenance District No. 14 (California Cove)	June 5, 1990	9972
Landscape Maintenance District No. 16 (California Lighthouse)	July 9, 1991	10206
Landscape Maintenance District No. 23 (Greystone)	June 18, 1996	11071
Landscape Maintenance District No. 24 (Vineyards)	June 18, 1996	11072
Landscape Maintenance District No. 25 (The Pointe)	June 18, 1996	11073
Landscape Maintenance District No. 27 (Rose Island)	June 24, 1997	11259
Landscape Maintenance District No. 28 (Harborside)	June 24, 1997	11260
Landscape Maintenance District No. 30 (Haas Automation)	June 24, 1997	11261
Landscape Maintenance District No. 31 (Rancho De La Rosa)	June 23, 1998	11415

Resolution No.

Resolution Initiate Proceedings LMDs FY2024-2025

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District Name	Formation	
	Date	Resolution No.
Landscape Maintenance District No. 32 (Oak Park)	February 23, 1999	11505
Landscape Maintenance District No. 33 (El Paseo)	October 19, 1999	11653
Landscape Maintenance District No. 34 (Sunrise Pointe & Sunset Cove)	October 19, 1999	11654
Landscape Maintenance District No. 36 (Villa Santa Cruz & Villa Carmel)	January 25, 2000	11684
Landscape Maintenance District No. 37 (Pacific Breeze)	January 25, 2000	11685
Landscape Maintenance District No. 38 (Aldea Del Mar)	November 28, 2000	11863
Landscape Maintenance District No. 39 (Promesa/Sueno & DR Horton/Seawinds)	March 6, 2001	11905
Landscape Maintenance District No. 40 (Cantada)	January 8, 2002	12078
Landscape Maintenance District No. 41 (Pacific Cove)	January 8, 2002	12079
Landscape Maintenance District No. 42 (Cantabria & Coronado)	May 14, 2002	12144
Landscape Maintenance District No. 43 (Greenbelt)	January 7, 2003	12295
Landscape Maintenance District No. 46 (Daily Ranch)	June 24, 2003	12440
Landscape Maintenance District No. 47 (Sycamore Place)	April 22, 2003	12355
Landscape Maintenance District No. 49 (Cameron Ranch)	June 3, 2003	12394
Landscape Maintenance District No. 50 (Pleasant Valley Senior Housing)	June 10, 2003	12404
Landscape Maintenance District No. 51 (Pfeiler)	April 19, 2005	12799
Landscape Maintenance District No. 52 (Wingfield)	February 1, 2005	12768
Landscape Maintenance District No. 53 (Huff Court)	June 7, 2005	12879
Landscape Maintenance District No. 54 (Meadowcrest)	March 28, 2006	13024
Landscape Maintenance District No. 55 (Wingfield West)	March 28, 2006	13025
Landscape Maintenance District No. 58 (Westwind)	June 6, 2006	13069
Landscape Maintenance District No. 60 (Artisan)	March 3, 2009	13604

EXHIBIT B

CITY OF OXNARD
LANDSCAPE MAINTENANCE DISTRICT PROJECTS

Resolution No.
Resolution Initiate Proceedings LMDs FY2024-2025
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Account Code	District	Project Name	Annual Installments	FY 23/24 Project Total	FY 24/25 Project Total	FY 25/26 Project Total	FY 26/27 Project Total	FY 27/28 Project Total	5-Year Estimated Total Expense
20303801	LMD No. 3 (River Ridge)	District-wide tree trimming	\$2,176.00	\$6,528.00			\$6,528.00		\$49,572.60
		Irrigation repair and replacement	\$2,403.67	\$4,667.32		\$4,807.34		\$4,951.56	
		Landscape replantings	\$3,736.14	\$10,881.96			\$11,208.42		
		Project Subtotal		\$22,077.28	\$0.00	\$4,807.34	\$17,736.42	\$4,951.56	\$49,572.60
		Annual Installment Totals		\$0.00	\$8,315.81	\$8,315.81	\$8,500.00	\$8,500.00	\$33,631.63
30403801	MAD No. 4 (Mandalay Beach/Colony/Hotel)	District-wide tree trimming	\$3,604.00	\$10,812.00			\$10,812.00		\$101,492.08
		Irrigation repair and replacement	\$4,677.99		\$9,355.97		\$9,636.65		
		Landscape replantings	\$9,995.97			\$29,987.91		\$30,887.55	
		Project Subtotal		\$10,812.00	\$9,355.97	\$29,987.91	\$20,448.65	\$30,887.55	\$101,492.08
		Annual Installment Totals		\$14,675.96	\$18,277.96	\$18,718.17	\$18,718.17	\$18,718.17	\$74,432.48
21003801	LMD No. 10 (Country Club Estates)	District-wide tree trimming	\$204.00	\$612.00			\$612.00		\$15,060.88
		Irrigation repair and replacement	\$1,958.75	\$3,803.40		\$3,917.50		\$4,035.03	
		Landscape replantings	\$512.55		\$1,025.10		\$1,055.85		
		Project Subtotal		\$4,415.40	\$1,025.10	\$3,917.50	\$1,667.85	\$4,035.03	\$15,060.88
		Annual Installment Totals		\$512.55	\$2,675.30	\$2,690.68	\$2,749.44	\$2,749.44	\$10,864.86
21103801	LMD No. 11 (St. Tropez)	District-wide tree trimming	\$1,836.00		\$3,672.00			\$3,672.00	\$21,842.64
		Irrigation repair and replacement	\$447.08		\$894.16			\$894.16	
		Landscape replantings	\$3,130.62		\$6,261.24		\$6,449.08		
		Project Subtotal		\$0.00	\$10,827.40	\$0.00	\$6,449.08	\$4,566.16	\$21,842.64
		Annual Installment Totals		\$5,413.70	\$5,413.70	\$4,746.59	\$4,746.59	\$4,746.59	\$19,653.48
21203801	LMD No. 12 (Standard Pacific)	District-wide tree trimming	\$249.33	\$748.00			\$748.00		\$15,276.32
		Irrigation repair and replacement	\$1,902.62	\$3,694.40		\$3,805.23		\$3,919.39	
		Landscape replantings	\$581.60		\$1,163.20		\$1,198.10		
		Project Subtotal		\$4,442.40	\$1,163.20	\$3,805.23	\$1,946.10	\$3,919.39	\$15,276.32
		Annual Installment Totals		\$581.60	\$2,733.55	\$2,751.00	\$2,808.08	\$2,808.08	\$11,100.70
21303801	LMD No. 13 (Le Village)	District-wide tree trimming	\$793.33	\$2,380.00			\$2,380.00		\$26,399.84
		Irrigation repair and replacement	\$2,124.86	\$4,125.94		\$4,249.72		\$4,377.21	
		Landscape replantings	\$2,188.91		\$4,377.82		\$4,509.15		
		Project Subtotal		\$6,505.94	\$4,377.82	\$4,249.72	\$6,889.15	\$4,377.21	\$26,399.84
		Annual Installment Totals		\$2,188.91	\$5,107.10	\$5,172.77	\$5,236.52	\$5,236.52	\$20,752.90

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21403801	LMD No. 14 (California Cove)	District-wide tree trimming	\$2,176.00	\$6,526.00			\$6,526.00		
		Irrigation repair and replacement	\$2,693.52	\$5,228.20		\$5,385.05		\$5,546.60	\$54,721.98
		Landscape replantings	\$4,313.85	\$12,564.60			\$12,941.54		
			Project Subtotal	\$24,320.80	\$0.00	\$5,385.05	\$19,469.54	\$5,546.60	\$54,721.98
			Annual Installment Totals	\$0.00	\$9,182.37	\$9,182.37	\$9,263.14	\$9,392.56	\$37,029.44
21603801	LMD No. 16 (California Lighthouse)	District-wide tree trimming	\$1,518.67	\$4,556.00			\$4,556.00		
		Irrigation repair and replacement	\$593.53	\$1,187.05		\$1,222.66		\$1,259.34	\$17,249.38
		Landscape replantings	\$1,100.58		\$2,201.15		\$2,267.18		
			Project Subtotal	\$5,743.05	\$2,201.15	\$1,222.66	\$6,823.18	\$1,259.34	\$17,249.38
			Annual Installment Totals	\$1,100.58	\$2,122.77	\$3,245.78	\$3,263.59	\$3,263.59	\$12,865.73
22303801	LMD No. 23 (Greystone)	District-wide tree trimming	\$3,502.00	\$7,004.00			\$7,004.00		
		Irrigation repair and replacement	\$3,915.57		\$3,931.34			\$3,946.28	\$39,921.68
		Landscape replantings	\$4,467.01		\$8,934.02		\$9,202.04		
			Project Subtotal	\$0.00	\$19,769.36	\$0.00	\$16,206.04	\$3,946.28	\$39,921.68
			Annual Installment Totals	\$9,884.68	\$9,884.68	\$9,457.91	\$9,284.44	\$9,284.44	\$37,917.46
22403801	LMD No. 24 (Vineyards)	District-wide tree trimming	\$3,400.00	\$10,200.00			\$10,200.00		
		Irrigation repair and replacement	\$2,324.07	\$4,512.76		\$4,648.14		\$4,787.59	\$61,487.84
		Landscape replantings	\$6,684.57		\$13,369.14		\$13,770.21		
			Project Subtotal	\$14,712.76	\$13,369.14	\$4,648.14	\$23,970.21	\$4,787.59	\$61,487.84
			Annual Installment Totals	\$6,684.57	\$12,408.64	\$12,609.18	\$12,676.90	\$12,676.90	\$50,376.62
22503801	LMD No. 25 (The Pointe)	District-wide tree trimming	\$12,070.00	\$24,140.00			\$24,140.00		
		Irrigation repair and replacement	\$528.84	\$1,026.87		\$1,057.68		\$1,089.41	\$61,577.71
		Landscape replantings	\$2,493.54		\$4,987.07		\$5,136.69		
			Project Subtotal	\$1,026.87	\$29,127.07	\$1,057.68	\$29,276.69	\$1,089.41	\$61,577.71
			Annual Installment Totals	\$2,493.54	\$15,092.37	\$15,167.18	\$15,183.05	\$15,183.05	\$60,626.65
22703801	LMD No. 27 (Rose Island)	District-wide tree trimming	\$1,541.33	\$4,624.00			\$4,624.00		
		Irrigation repair and replacement	\$395.04	\$1,040.85		\$1,072.07		\$1,104.23	\$41,083.69
		Landscape replantings	\$918.01	\$1,782.54		\$1,836.01			
		Sidewalk repair/replace, wall/fencing repair/replace	\$5,000.00	\$10,000.00				\$15,000.00	
			Project Subtotal	\$7,447.38	\$10,000.00	\$2,908.08	\$4,624.00	\$16,104.23	\$41,083.69
			Annual Installment Totals	\$5,000.00	\$7,995.37	\$7,995.37	\$7,093.45	\$7,093.45	\$30,177.65

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22803801	LMD No. 28 (Harborside)	District-wide tree trimming	\$3,944.00	\$11,832.00			\$11,832.00		
		Irrigation repair and replacement	\$405.21	\$786.82		\$810.43		\$834.74	
		Landscape replantings	\$864.14		\$1,728.28		\$1,780.13		
		Sidewalk repair/replace; wall/fencing repair/replace	\$5,000.00				\$20,000.00		
		Project Subtotal	\$12,618.82	\$1,728.28	\$810.43	\$33,612.13	\$834.74	\$49,604.40	
		Annual Installment Totals	\$5,864.14	\$10,213.36	\$10,239.28	\$10,251.44	\$5,251.44	\$35,955.51	
23003801	LMD No. 30 (Haas Automation)	District-wide tree trimming	\$2,448.00	\$7,344.00			\$7,344.00		
		Irrigation repair and replacement	\$640.55	\$1,243.78		\$1,281.09		\$1,319.53	
		Landscape replantings	\$1,643.54	\$3,191.34		\$3,287.08		\$3,385.69	
		Sidewalk repair/replace; wall/fencing repair/replace	\$6,666.67	\$10,000.00			\$20,000.00		
		Project Subtotal	\$21,779.12	\$0.00	\$4,568.17	\$27,344.00	\$4,705.22	\$58,396.51	
		Annual Installment Totals	\$0.00	\$11,398.75	\$11,398.75	\$11,467.28	\$4,800.61	\$39,065.39	
23103801	LMD No. 31 (Rancho De La Rosa)	District-wide tree trimming	\$10,698.67	\$32,096.00			\$32,096.00		
		Irrigation repair and replacement	\$2,666.92	\$5,178.48		\$5,333.83		\$5,493.85	
		Landscape replantings	\$21,247.72		\$42,495.44		\$43,770.30		
		Amenities repair / replacement (sidewalks, fencing, mailboxes)	\$8,333.33			\$25,000.00		\$10,000.00	
		Project Subtotal	\$37,274.48	\$42,495.44	\$30,333.83	\$75,866.30	\$15,493.85	\$201,463.91	
		Annual Installment Totals	\$29,581.05	\$42,946.64	\$43,584.07	\$43,664.08	\$43,664.08	\$173,858.86	
23203801	LMD No. 32 (Oak Park)	District-wide tree trimming	\$793.33	\$2,380.00			\$2,380.00		
		Irrigation repair and replacement	\$621.50	\$1,206.80		\$1,243.00		\$1,280.29	
		Landscape replantings	\$327.45	\$953.73		\$982.35			
		Sidewalk repair/replace	\$0.00	\$20,000.00					
		Project Subtotal	\$24,540.53	\$0.00	\$1,243.00	\$3,362.35	\$1,280.29	\$30,426.18	
		Annual Installment Totals	\$0.00	\$1,742.28	\$1,742.28	\$1,760.93	\$1,770.75	\$7,016.25	
23303801	LMD No. 33 (El Paseo)	District-wide tree trimming	\$6,256.00	\$18,768.00			\$18,768.00		
		Irrigation repair and replacement	\$550.41	\$1,068.76		\$1,100.82		\$1,133.85	
		Landscape replantings	\$1,205.26		\$2,410.51		\$2,482.83		
		Sidewalk repair/replace	\$5,000.00	\$10,000.00		\$20,000.00			
		Project Subtotal	\$19,836.76	\$12,410.51	\$1,100.82	\$41,250.83	\$1,133.85	\$75,732.77	
		Annual Installment Totals	\$6,205.26	\$13,011.67	\$18,047.83	\$18,064.34	\$8,064.34	\$57,188.17	

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23403801	LMD No. 34 (Sunrise Pointe & Sunset Cove)	District-wide tree trimming	\$10,313.33	\$30,940.00			\$30,940.00		
		Irrigation repair and replacement	\$395.62	\$768.20		\$791.25		\$814.99	
		Landscape replantings	\$1,314.26		\$2,628.51		\$2,707.37		\$109,590.32
		Sidewalk repair/replace	\$5,000.00		\$10,000.00		\$30,000.00		
		Project Subtotal		\$31,708.20	\$12,628.51	\$791.25	\$63,647.37	\$814.99	\$109,590.32
		Annual Installment Totals		\$6,314.26	\$17,023.21	\$27,062.64	\$27,074.51	\$12,074.51	\$83,234.87
23603801	LMD No. 36 (Villa Santa Cruz & Villa Carmel)	District-wide tree trimming	\$19,878.67	\$59,636.00			\$59,636.00		
		Irrigation repair and replacement	\$409.95	\$796.02		\$819.90		\$844.50	
		Landscape replantings	\$2,774.69		\$2,774.69		\$2,857.93		\$147,365.04
		Amenities repair / replacement (sidewalks, lights)	\$6,666.67				\$20,000.00		
		Project Subtotal		\$60,432.02	\$2,774.69	\$819.90	\$82,493.93	\$844.50	\$147,365.04
		Annual Installment Totals		\$0.00	\$29,729.97	\$29,813.21	\$29,825.51	\$23,158.85	\$112,527.55
23703801	LMD No. 37 (Pacific Breeze)	District-wide tree trimming	\$544.00	\$1,632.00			\$1,632.00		
		Irrigation repair and replacement	\$2,012.16	\$3,907.10		\$4,024.31		\$4,145.04	
		Landscape replantings	\$975.51	\$2,841.30			\$2,926.54		\$91,108.29
		Sidewalk repair/replace	\$0.00	\$70,000.00					
		Project Subtotal		\$78,380.40	\$0.00	\$4,024.31	\$4,558.54	\$4,145.04	\$91,108.29
		Annual Installment Totals		\$0.00	\$3,531.67	\$3,531.67	\$3,592.03	\$3,592.03	\$14,247.41
23803801	LMD No. 38 (Aldea Del Mar)	District-wide tree trimming	\$11,084.00	\$33,252.00			\$33,252.00		
		Irrigation repair and replacement	\$315.83	\$613.26		\$631.66		\$650.60	
		Landscape replantings	\$978.14		\$1,956.28		\$2,014.97		\$82,370.77
		Amenities repair / replacement (sidewalks, lights)	\$1,666.67	\$5,000.00			\$5,000.00		
		Project Subtotal		\$38,865.26	\$1,956.28	\$631.66	\$40,266.97	\$650.60	\$82,370.77
		Annual Installment Totals		\$978.14	\$14,044.63	\$14,073.98	\$14,083.45	\$14,083.45	\$56,285.52
23903801	LMD No. 39 (Promesa & Sueno)	District-wide tree trimming	\$7,315.04	\$13,976.88			\$21,945.12		
		Irrigation repair and replacement	\$643.28	\$1,249.09		\$1,286.56		\$1,325.16	
		Landscape replantings	\$1,638.80		\$3,277.60		\$3,375.92		\$76,531.41
		Amenities repair / replacement (sidewalks, mailboxes, lights)	\$3,829.54	\$7,436.00		\$7,659.08		\$15,000.00	
		Project Subtotal		\$22,661.97	\$3,277.60	\$8,945.64	\$25,321.05	\$16,325.16	\$76,531.41
		Annual Installment Totals		\$1,638.80	\$13,426.66	\$13,475.82	\$17,165.58	\$17,165.58	\$61,233.65

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23913801	LMD No. 39 (DR Horton)	District-wide tree trimming	\$2,522.29	\$7,566.88			\$7,566.88		
		Irrigation repair and replacement	\$221.81	\$430.70		\$443.62		\$456.93	\$23,964.11
		Landscape replantings	\$582.02	\$1,130.15		\$1,164.05			
		Amenities repair / replacement (sidewalks, mailboxes, lights)	\$880.31	\$2,564.00			\$2,640.92		
		Project Subtotal			\$11,691.72	\$0.00	\$1,607.67	\$10,207.80	\$456.93
Annual Installment Totals				\$0.00	\$4,206.43	\$3,624.41	\$2,744.10	\$14,781.37	
24003801	LMD No. 40 (Cantada)	District-wide tree trimming	\$4,102.67	\$12,308.00			\$12,308.00		
		Irrigation repair and replacement	\$460.22	\$893.63		\$920.44		\$948.05	\$136,048.50
		Landscape replantings	\$2,135.56		\$4,271.12		\$4,399.25		
		Amenities repair / replacement (sidewalks, fencing, lights)	\$17,500.00	\$50,000.00		\$35,000.00		\$15,000.00	
		Project Subtotal			\$63,201.63	\$4,271.12	\$35,920.44	\$16,707.25	\$15,948.05
Annual Installment Totals				\$2,135.56	\$24,198.45	\$24,262.51	\$14,276.32	\$14,276.32	\$77,013.60
24103801	LMD No. 41 (Pacific Cove)	District-wide tree trimming	\$3,944.00	\$11,832.00			\$11,832.00		
		Irrigation repair and replacement	\$654.44	\$1,270.77		\$1,308.89		\$1,348.16	\$54,941.98
		Landscape replantings	\$2,426.15		\$4,852.30		\$4,997.87		
		Amenities repair / replacement (sidewalks, fencing, monument signs,	\$2,500.00	\$10,000.00			\$7,500.00		
		Project Subtotal			\$23,102.77	\$4,852.30	\$1,308.89	\$24,329.87	\$1,348.16
Annual Installment Totals				\$2,426.15	\$9,524.59	\$9,597.38	\$9,617.01	\$7,117.01	\$35,856.00
24203801	LMD No. 42 (Cantabria & Coronado)	District-wide tree trimming	\$10,993.33	\$32,980.00			\$32,980.00		
		Irrigation repair and replacement	\$3,530.50	\$6,855.34		\$7,061.00		\$7,272.83	\$280,738.19
		Landscape replantings	\$24,283.01		\$48,566.02		\$50,023.00		
		Amenities repair / replacement (sidewalks, fencing, lights)	\$7,500.00	\$70,000.00		\$15,000.00		\$10,000.00	
		Project Subtotal			\$109,835.34	\$48,566.02	\$22,061.00	\$83,003.00	\$17,272.83
Annual Installment Totals				\$24,283.01	\$46,306.84	\$47,035.33	\$49,641.25	\$49,641.25	\$192,624.67
24303801	LMD No. 43 (Greenbelt)	District-wide tree trimming	\$5,326.67	\$15,980.00			\$15,980.00		
		Irrigation repair and replacement	\$3,792.35	\$7,363.78		\$7,584.69		\$7,812.23	\$190,806.13
		Landscape replantings	\$15,045.67		\$30,091.34		\$30,994.08		
		Amenities repair / replacement (sidewalks, fencing, lights, trash cans,	\$7,500.00	\$50,000.00		\$15,000.00		\$10,000.00	
		Project Subtotal			\$73,343.78	\$30,091.34	\$22,584.69	\$46,974.08	\$17,812.23
Annual Installment Totals				\$15,045.67	\$31,664.68	\$32,116.05	\$34,729.82	\$34,729.82	\$133,240.38

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24603801	LMD No. 46 (Daily Ranch)	District-wide tree trimming	\$9,905.33	\$29,716.00			\$29,716.00		
		Irrigation repair and replacement	\$762.01	\$1,479.64		\$1,524.02		\$1,569.74	\$160,277.58
		Landscape replantings	\$5,239.45		\$10,478.91		\$10,793.27		
		Amenities repair / replacement (sidewalks, fencing, lights, mailboxes)	\$12,500.00	\$40,000.00		\$25,000.00		\$10,000.00	
Project Subtotal				\$71,195.64	\$10,478.91	\$26,524.02	\$40,509.27	\$11,569.74	\$160,277.58
Annual Installment Totals				\$5,239.45	\$28,406.80	\$28,563.98	\$26,086.84	\$26,086.84	\$109,144.46
24703801	LMD No. 47 (Sycamore Place)	District-wide tree trimming	\$6,800.00	\$20,400.00			\$20,400.00		
		Irrigation repair and replacement	\$535.68	\$1,040.17		\$1,071.37		\$1,103.51	\$122,048.65
		Landscape replantings	\$3,210.25		\$6,420.50		\$6,613.11		
		Amenities repair / replacement (sidewalks, fencing, monument signs)	\$7,500.00	\$40,000.00		\$15,000.00		\$10,000.00	
Project Subtotal				\$61,440.17	\$6,420.50	\$16,071.37	\$27,013.11	\$11,103.51	\$122,048.65
Annual Installment Totals				\$3,210.25	\$18,045.93	\$18,142.24	\$20,658.31	\$20,658.31	\$77,504.29
24903801	LMD No. 49 (Cameron Ranch)	District-wide tree trimming	\$2,142.00		\$4,284.00		\$4,284.00		
		Irrigation repair and replacement	\$2,046.85		\$4,093.70		\$4,216.51		\$50,116.04
		Landscape replantings	\$2,173.70			\$6,521.10		\$6,716.73	
		Amenities repair / replacement (sidewalks, fencing, lights)	\$7,500.00		\$15,000.00		\$5,000.00		
Project Subtotal				\$0.00	\$23,377.70	\$6,521.10	\$13,500.51	\$6,716.73	\$50,116.04
Annual Installment Totals				\$13,862.55	\$13,862.55	\$8,923.96	\$8,989.17	\$7,608.62	\$39,384.29
25003801	LMD No. 50 (Pleasant Valley Senior Housing)	District-wide tree trimming	\$702.67	\$2,108.00			\$2,108.00		
		Irrigation repair and replacement	\$1,999.48	\$3,882.48		\$3,998.95		\$4,118.92	\$22,971.06
		Landscape replantings	\$1,663.72		\$3,327.44		\$3,427.26		
		Sidewalk repair / replace	\$0.00	\$20,000.00					
Project Subtotal				\$25,990.48	\$3,327.44	\$3,998.95	\$5,535.26	\$4,118.92	\$22,971.06
Annual Installment Totals				\$1,663.72	\$4,365.86	\$4,415.78	\$4,475.76	\$4,475.76	\$17,733.16
25103801	LMD No. 51 (Pfeiler)	District-wide tree trimming	\$9,905.33	\$29,716.00			\$29,716.00		
		Irrigation repair and replacement	\$619.61	\$1,203.14		\$1,239.23		\$1,276.41	\$247,739.06
		Landscape replantings	\$4,824.70		\$9,649.41		\$9,938.89		
		Amenities repair / replacement (sidewalks, fencing, monument signs)	\$30,000.00	\$90,000.00		\$60,000.00		\$15,000.00	
Project Subtotal				\$120,919.14	\$9,649.41	\$61,239.23	\$39,654.89	\$16,276.41	\$247,739.06
Annual Installment Totals				\$4,824.70	\$45,349.65	\$45,494.39	\$30,512.98	\$30,512.98	\$151,870.00

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25203801	LMD No. 52 (Wingfield)	District-wide tree trimming	\$6,142.67	\$18,428.00			\$18,428.00		
		Irrigation repair and replacement	\$1,904.31	\$3,697.68		\$3,808.61		\$3,922.87	
		Landscape replantings	\$7,544.08	\$21,973.04			\$22,632.23		
		Amenities repair / replacement (sidewalks, fencing, mailboxes, lights)	\$15,000.00	\$90,000.00		\$30,000.00		\$7,500.00	
		Project Subtotal			\$134,098.72	\$0.00	\$33,808.61	\$41,060.23	\$11,422.87
Annual Installment Totals			\$0.00	\$30,591.05	\$30,591.05	\$19,398.18	\$19,398.18	\$99,978.45	
25303801	LMD No. 53 (Huff Court)	District-wide tree trimming	\$816.00	\$2,448.00			\$2,448.00		
		Irrigation repair and replacement	\$386.98	\$751.42		\$773.96		\$797.18	
		Landscape replantings	\$670.25		\$670.25		\$690.36		
		Amenities repair / replacement (sidewalks, fencing, mailboxes, lights)	\$2,500.00				\$7,500.00		
		Project Subtotal			\$3,199.42	\$670.25	\$773.96	\$10,638.36	\$797.18
Annual Installment Totals			\$0.00	\$4,373.23	\$4,393.33	\$4,404.94	\$1,904.94	\$15,076.45	
25403801	LMD No. 54 (Meadowcrest Villas)	District-wide tree trimming	\$521.33	\$1,564.00			\$1,564.00		
		Irrigation repair and replacement	\$1,909.26	\$3,707.30		\$3,818.52		\$3,933.07	
		Landscape replantings	\$1,080.95		\$2,161.90		\$2,226.76		
		Amenities repair / replacement (sidewalks, fencing)	\$5,000.00	\$40,000.00			\$15,000.00		
		Project Subtotal			\$45,271.30	\$2,161.90	\$3,818.52	\$18,790.76	\$3,933.07
Annual Installment Totals			\$1,080.95	\$8,511.54	\$8,543.97	\$8,601.25	\$3,601.25	\$29,258.01	
25503801	LMD No. 55 (Wingfield West)	District-wide tree trimming	\$4,510.67	\$13,532.00			\$13,532.00		
		Irrigation repair and replacement	\$2,179.33	\$4,231.70		\$4,358.65		\$4,489.41	
		Landscape replantings	\$8,907.55		\$17,815.10		\$18,349.55		
		Amenities repair / replacement (sidewalks, fencing, mailboxes)	\$10,000.00		\$20,000.00		\$10,000.00		
		Project Subtotal			\$17,763.70	\$37,815.10	\$4,358.65	\$41,881.55	\$4,489.41
Annual Installment Totals			\$18,907.55	\$25,597.54	\$20,864.77	\$20,930.15	\$15,930.15	\$83,322.61	
25803801	LMD No. 58 (Westwind)	District-wide tree trimming	\$1,564.00	\$4,692.00			\$4,692.00		
		Irrigation repair and replacement	\$2,180.09	\$4,233.18		\$4,360.18		\$4,490.98	
		Landscape replantings	\$3,821.06	\$7,419.54		\$7,642.13		\$7,871.39	
		Amenities repair / replacement (sidewalks, lights, fencing)	\$6,666.67	\$40,000.00			\$20,000.00		
		Project Subtotal			\$56,344.72	\$0.00	\$12,002.30	\$24,692.00	\$12,362.37
Annual Installment Totals			\$0.00	\$14,231.82	\$14,231.82	\$14,411.85	\$7,745.19	\$50,620.67	

EXHIBIT B

Account Code	District	Project Name	Annual Installments	FY 23/24 Project Total	FY 24/25 Project Total	FY 25/26 Project Total	FY 26/27 Project Total	FY 27/28 Project Total	5-Year Estimated Total Expense
26003801	LMD No. 60 (Artisan)	District-wide tree trimming	\$952.00	\$2,856.00			\$2,856.00		
		Irrigation repair and replacement	\$684.50	\$1,329.13		\$1,369.00		\$1,410.07	
		Landscape replantings	\$753.69		\$1,507.38		\$1,552.60		\$42,880.18
		Amenities repair / replacement (sidewalks, lights, fencing, trash cont.	\$6,666.67	\$10,000.00			\$20,000.00		
		Project Subtotal				\$14,185.13	\$1,507.38	\$1,369.00	\$24,408.60
Annual Installment Totals				\$753.69	\$9,056.86	\$9,079.47	\$9,100.00	\$2,433.34	\$29,669.66
Project Grand Totals				\$1,281,185.09	\$361,676.88	\$369,226.74	\$1,022,136.91	\$268,737.07	\$3,282,962.69
Annual Installment Grand Totals				\$177,875.02	\$557,384.35	\$564,766.65	\$537,214.59	\$463,426.31	\$2,300,666.91

EXHIBIT B

CITY COUNCIL OF THE CITY OF OXNARD

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OXNARD, CALIFORNIA, APPROVING A CONSOLIDATED ENGINEER'S REPORT REGARDING ASSESSMENTS AGAINST REAL PROPERTY FOR FISCAL YEAR 2024-25 IN CONNECTION WITH THE CITY'S LANDSCAPE MAINTENANCE DISTRICTS

WHEREAS, the City Council of the City of Oxnard has, by prior resolutions, established a number of Landscape Maintenance Districts (collectively the "Assessment Districts") pursuant to the Landscaping and Lighting Act of 1972 (Streets & Highways Code Section 22500 *et seq.*) (the "Act"); and

WHEREAS, a complete list of the Assessment Districts is attached hereto as Exhibit A and incorporated herein by reference as though fully set forth; and

WHEREAS, in connection with each of the Assessment Districts, the City levies an annual assessment against real property to fund public improvements that specially benefit the parcels located in that Assessment District; and

WHEREAS, the City has engaged NBS (the "Assessment Engineer") to provide assessment engineering services in connection with the Assessment Districts; and

WHEREAS, by prior resolution the City Council ordered the Assessment Engineer to prepare and file reports pursuant to Section 22565 *et seq.* of the Act with respect to the FY 2024-25 levy of assessments for each of the Assessment Districts; and

WHEREAS, the Assessment Engineer has prepared and filed a consolidated report entitled "City of Oxnard Fiscal Year 2024-25 Consolidated Engineer's Report for Landscape Maintenance Districts," (the "Report") which is on file in the Office of the City Clerk, available for public inspection, and the Report is incorporated herein by this reference; and

WHEREAS, the City Council now desires to approve the Report

NOW, THEREFORE, the City Council of the City of Oxnard resolves:

1. Recitals. The above recitals are all true and correct and incorporated herein by this reference.
2. Approval of Report. The City Council hereby approves the Report as filed.
3. Severability. If any provision of this Resolution or the application of any such provision is held invalid, such invalidity shall not affect other provisions or applications of this Resolution that can be given effect without the invalid provision or application, and to this end the provisions of this Resolution are severable and that the City Council declares that

Resolution No.

Resolution Approving Consolidated Engineers Report FY 2024-2025

Page 2

it would have adopted this Resolution irrespective of the invalidity of any particular portion of this Resolution.

6. Effective Date. This Resolution shall be effective immediately upon adoption.

7. Certification. The City Clerk shall certify to the adoption of this Resolution, and shall maintain on file as a public record this Resolution.

PASSED, APPROVED AND ADOPTED on this ____ day of JUNE, 2024 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

John C. Zaragoza, Mayor

ATTEST:

Rose Chaparro, City Clerk

APPROVED AS TO FORM:

Stephen M. Fischer, City Attorney

EXHIBIT A

CITY OF OXNARD
LANDSCAPE MAINTENANCE DISTRICTS

District Name	Formation	
	Date	Resolution No.
Landscape Maintenance District No. 3 (River Ridge)	March 18, 1986	8983
Landscape Maintenance District No. 10 (Country Club Estates)	December 13, 1988	9587
Landscape Maintenance District No. 11 (St. Tropez)	January 3, 1989	9603
Landscape Maintenance District No. 12 (Standard Pacific)	March 28, 1989	9665
Landscape Maintenance District No. 13 (Le Village)	March 20, 1990	9894
Landscape Maintenance District No. 14 (California Cove)	June 5, 1990	9972
Landscape Maintenance District No. 16 (California Lighthouse)	July 9, 1991	10206
Landscape Maintenance District No. 23 (Greystone)	June 18, 1996	11071
Landscape Maintenance District No. 24 (Vineyards)	June 18, 1996	11072
Landscape Maintenance District No. 25 (The Pointe)	June 18, 1996	11073
Landscape Maintenance District No. 27 (Rose Island)	June 24, 1997	11259
Landscape Maintenance District No. 28 (Harborside)	June 24, 1997	11260
Landscape Maintenance District No. 30 (Haas Automation)	June 24, 1997	11261
Landscape Maintenance District No. 31 (Rancho De La Rosa)	June 23, 1998	11415
Landscape Maintenance District No. 32 (Oak Park)	February 23, 1999	11505

Resolution No.

Resolution Approving Consolidated Engineers Report FY 2024-2025

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District Name	Formation	
	Date	Resolution No.
Landscape Maintenance District No. 33 (El Paseo)	October 19, 1999	11653
Landscape Maintenance District No. 34 (Sunrise Pointe & Sunset Cove)	October 19, 1999	11654
Landscape Maintenance District No. 36 (Villa Santa Cruz & Villa Carmel)	January 25, 2000	11684
Landscape Maintenance District No. 37 (Pacific Breeze)	January 25, 2000	11685
Landscape Maintenance District No. 38 (Aldea Del Mar)	November 28, 2000	11863
Landscape Maintenance District No. 39 (Promesa/Sueno & DR Horton/Seawinds)	March 6, 2001	11905
Landscape Maintenance District No. 40 (Cantada)	January 8, 2002	12078
Landscape Maintenance District No. 41 (Pacific Cove)	January 8, 2002	12079
Landscape Maintenance District No. 42 (Cantabria & Coronado)	May 14, 2002	12144
Landscape Maintenance District No. 43 (Greenbelt)	January 7, 2003	12295
Landscape Maintenance District No. 46 (Daily Ranch)	June 24, 2003	12440
Landscape Maintenance District No. 47 (Sycamore Place)	April 22, 2003	12355
Landscape Maintenance District No. 49 (Cameron Ranch)	June 3, 2003	12394
Landscape Maintenance District No. 50 (Pleasant Valley Senior Housing)	June 10, 2003	12404
Landscape Maintenance District No. 51 (Pfeiler)	April 19, 2005	12799
Landscape Maintenance District No. 52 (Wingfield)	February 1, 2005	12768
Landscape Maintenance District No. 53 (Huff Court)	June 7, 2005	12879
Landscape Maintenance District No. 54 (Meadowcrest)	March 28, 2006	13024
Landscape Maintenance District No. 55 (Wingfield West)	March 28, 2006	13025
Landscape Maintenance District No. 58 (Westwind)	June 6, 2006	13069
Landscape Maintenance District No. 60 (Artisan)	March 3, 2009	13604

CITY COUNCIL OF THE CITY OF OXNARD

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OXNARD, CALIFORNIA, DECLARING ITS INTENTION TO LEVY ASSESSMENTS AGAINST REAL PROPERTY FOR FISCAL YEAR 2024-25 IN CONNECTION WITH THE CITY'S LANDSCAPE MAINTENANCE DISTRICTS

WHEREAS, the City Council of the City of Oxnard has, by prior resolutions, established a number of Landscape Maintenance Districts (collectively the "Assessment Districts" and each an "Assessment District") pursuant to the Landscaping and Lighting Act of 1972 (Streets & Highways Code Section 22500 *et seq.*) (the "Act"); and

WHEREAS, a complete list of the Assessment Districts is attached hereto as Exhibit A and incorporated herein by reference; and

WHEREAS, in connection with each of the Assessment Districts, the City levies an annual assessment against real property to fund landscape maintenance that specially benefits the parcels located in that Assessment District; and

WHEREAS, the City has engaged NBS (the "Assessment Engineer") to provide assessment engineering services in connection with the Assessment Districts; and

WHEREAS, by prior resolution the City Council ordered the Engineer to prepare and file reports pursuant to Section 22565 *et seq.* of the Act with respect to the FY 2024-25 levy of assessments in connection with each of the Assessment Districts; and

WHEREAS, by prior resolution the City Council approved as filed a consolidated report of the Assessment Engineer entitled "City of Oxnard Fiscal Year 2024-25 Consolidated Engineer's Report for Landscape Maintenance Districts" (the "Report"), which is on file in the Office of the City Clerk, available for public inspection, and incorporated herein by reference; and

WHEREAS, the City Council desires to declare its intention to levy the assessments for FY 2024-25 as described in the Report.

NOW, THEREFORE, the City Council of the City of Oxnard resolves:

1. Recitals. The above recitals are all true and correct.
2. Declaration of Intent. The City Council hereby declares its intention to levy and collect assessments for FY 2024-25 within each Assessment District.
3. Name and Location of Assessment Districts. The name of each Assessment District is set forth in Exhibit A. The locations of each Assessment District are generally described in the name of the Assessment District and more specifically described in the Report.

4. Description of Improvements. Each Assessment District will fund landscape improvements, including associated hardscape, ornamental improvements, benches, lighting and other appurtenances. No substantial change to the improvements is proposed to be made for FY 2024-25.
5. Reference to Report. Reference is made to the Report for a full and detailed description of (i) the landscape improvements; (ii) the boundaries of the Assessment Districts; and (iii) the proposed assessments upon assessable lots and parcels of land within the Assessment Districts. The Report describes, among other things, each affected parcel of real property and the amount of the assessment for each such affected parcel for FY 2024-25.
6. Inflation Adjustment. As set forth in more detail in the Report, the assessments in connection with most of the Assessment Districts will be higher than in FY 2023-24. In no case will the rates for an Assessment District be higher than the maximum assessment rate previously approved for the Assessment District, as adjusted by a previously approved CPI adjustment.
7. Public Hearing. On June 18, 2024 at 6:00 p.m. or as soon thereafter as practical, in the City Council Chambers, at 305 West Third Street, Oxnard, California, the City Council will hold a full and fair public hearing on the question of the levy of the proposed assessments for FY 2024-25 (the "Hearing"). At the Hearing, the City Council will also hear and consider any objections or protests to the Report.
8. Notice. Notice of the Hearing shall be given in the manner set forth in Section 22626(a) of the Act.
9. Protest. Pursuant to Section 22628 of the Act, any interested person may, prior to the conclusion of the Hearing, file a written protest with the City Clerk of the City of Oxnard or, having previously filed a protest, may file a written withdrawal of that protest. A written protest shall state all grounds of objection. A protest by a property owner shall contain a description sufficient to identify the property owned by the property owner.
10. Severability. If any provision of this Resolution or the application of any such provision is held invalid, such invalidity shall not affect other provisions or applications of this Resolution that can be given effect without the invalid provision or application, and to this end the provisions of this Resolution are severable and that the City Council declares that it would have adopted this Resolution irrespective of the invalidity of any particular portion of this Resolution.
11. Effective Date. This Resolution shall be effective immediately upon adoption.
12. Certification. The City Clerk shall certify to the adoption of this Resolution, and shall maintain on file as a public record this Resolution.

PASSED, APPROVED AND ADOPTED on this ____ day of JUNE, 2024 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

John C. Zaragoza, Mayor

ATTEST:

Rose Chaparro, City Clerk

APPROVED AS TO FORM:

Stephen M. Fischer, City Attorney

Resolution No.

Resolution Declaring the Intent to Levy FY 2024-2025 (ROI)

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EXHIBIT A

CITY OF OXNARD
LANDSCAPE MAINTENANCE DISTRICTS

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	Date	Resolution No.
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Landscape Maintenance District No. 31 (Rancho De La Rosa)	June 23, 1998	11415
Landscape Maintenance District No. 32 (Oak Park)	February 23, 1999	11505

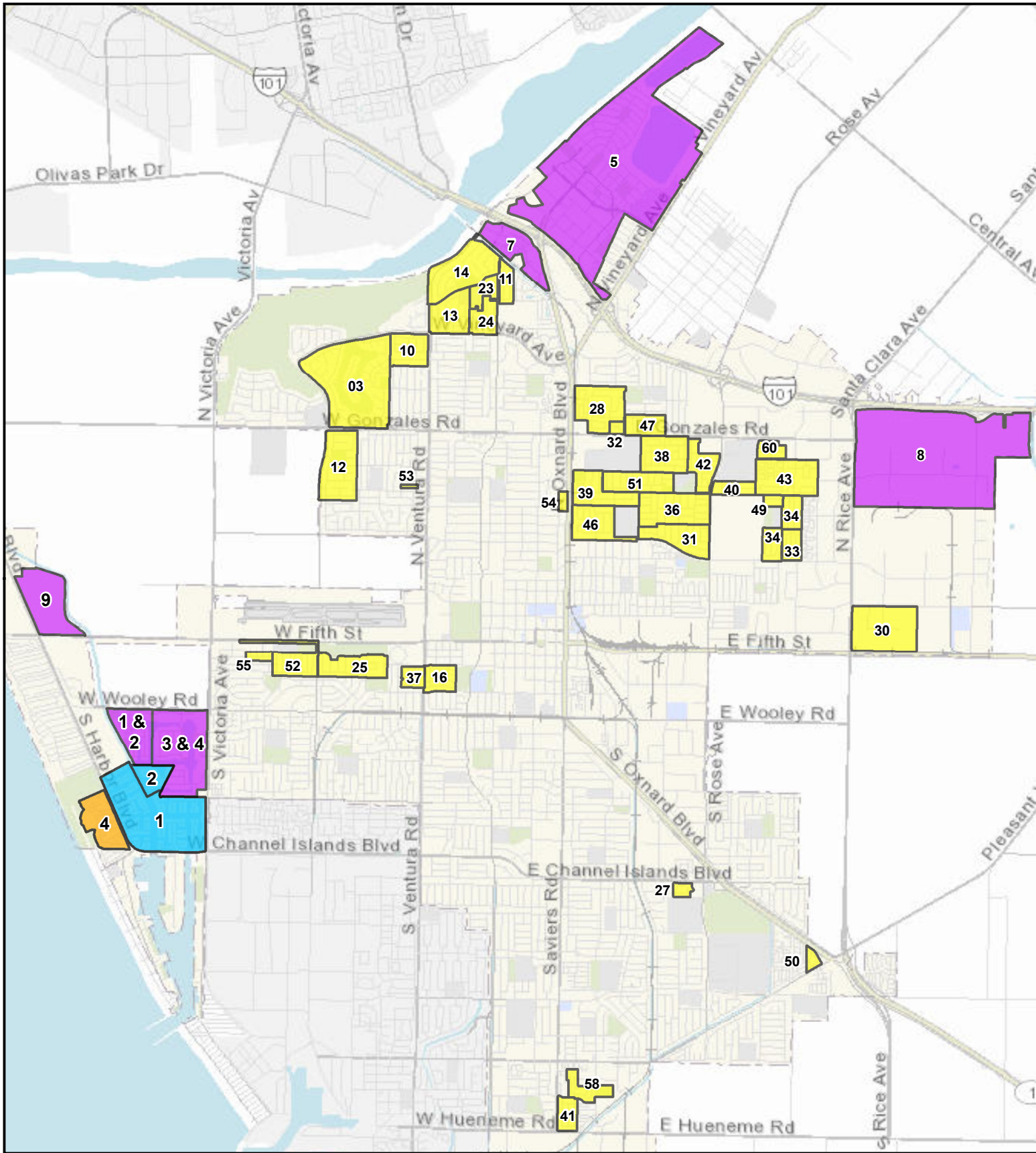
Resolution No.

Resolution Declaring the Intent to Levy FY 2024-2025 (ROI)

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District Name	Formation	
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Landscape Maintenance District No. 42 (Cantabria & Coronado)	May 14, 2002	12144
Landscape Maintenance District No. 43 (Greenbelt)	January 7, 2003	12295
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Landscape Maintenance District No. 58 (Westwind)	June 6, 2006	13069
Landscape Maintenance District No. 60 (Artisan)	March 3, 2009	13604

CITY OF OXNARD SPECIAL DISTRICTS



- | | |
|---|--|
| Maintenance Assessment District (District No.) | Community Facilities District (District No.) |
| Waterway Assessment District (Zone No.) | Landscape Maintenance District (District No.) |

CITY OF OXNARD – SPECIAL DISTRICTS

LANDSCAPE MAINTENANCE DISTRICT * COMMUNITY FACILITIES DISTRICTS
WATERWAYS ASSESSMENT DISTRICTS * MAINTENANCE ASSESSMENT DISTRICTS

COMMUNITY FACILITIES DISTRICTS	
1 & 2 – Westport at Mandalay Bay	7 – Wagon Wheel
3 & 4 – Seabridge at Mandalay Bay	8 – Sakioka Farms
5 – Riverpark	9 – Northshore at Mandalay Bay

LANDSCAPE MAINTENANCE DISTRICTS	
3 – Riverridge	37 – Pacific Cove
10 – Country Club	38 – Aldea Del Mar
11 – St Tropez	39 – El Sueno Promesa
12 – Standard Pacific	40 – Cantada
13 – Le Village	41 – Pacific Cove
14 – California Cove	42 – Cantabria/Coronado
16 – California Lighthouse	43 – Greenbelt
23 – Greystone	46 – Daily Ranch
24 – Vineyards	47 – Sycamore Place
25 – The Pointe	49 – Cameron Ranch
27 – Rose Island	50 – PV Senior Housing
28 – Harborside	51 – Pfeiler
30 – Haas Automation	52 – Wingfield
31 – Rancho De La Rosa	53 – Huff Court
32 – Oak Park	54 – Meadowcrest
33 – El Paseo	55 – Wingfield West
34 – Sunrise Pt/Sunset Cove	58 – Westwind
36 – Villa Santa Cruz	60 – Artisan

MAINTENANCE ASSESSMENT DISTRICT
4 – Mandalay Beach/Colony

WATERWAYS ASSESSEMENT DISTRICTS	
Zone 1 – Mandalay Bay Zone	2 – Harbour Island

Fiscal Year 2024-25 Landscape Maintenance Districts Initiation of Proceedings to Levy Assessments, Approval of a Consolidated Engineers Report and Declaration of Intention to Levy Assessments.

Finance & Governance Committee
May 14, 2024

City Council
June 4, 2024

Anthony Miller
Interim Special Districts Manager

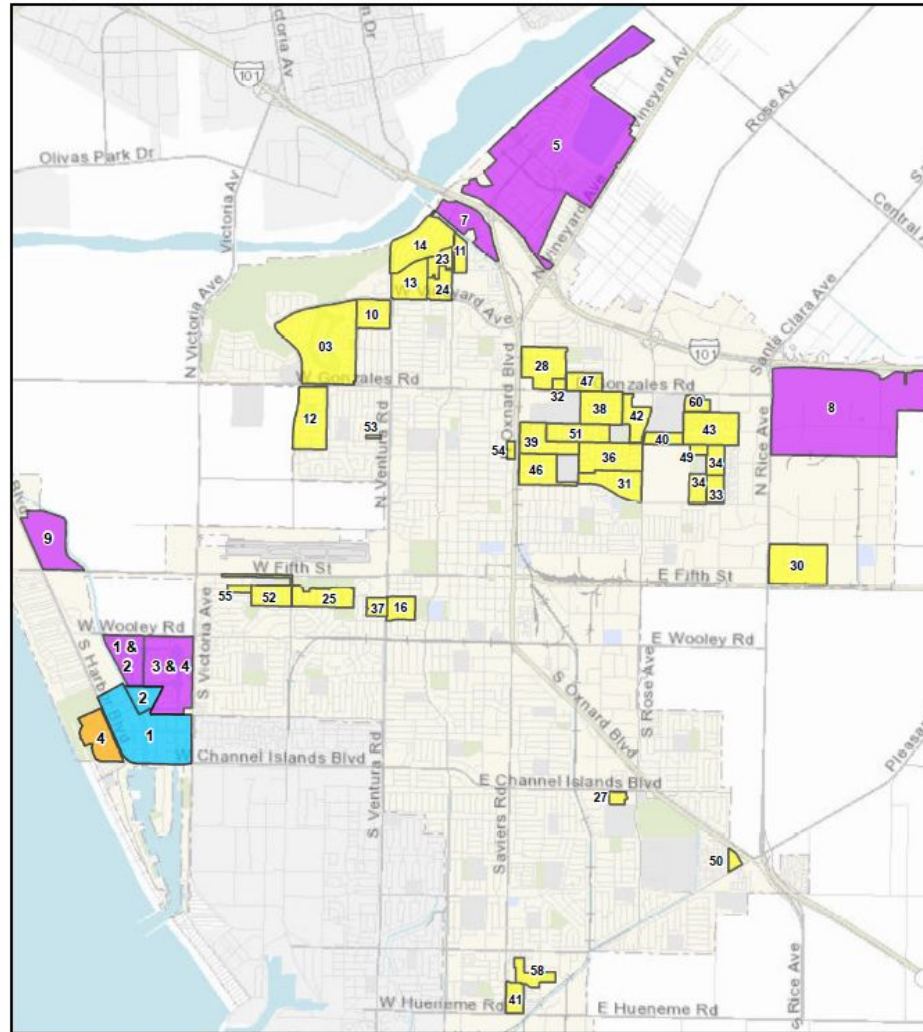
That the Finance and Governance Committee recommend that the City Council acting as the legislative body of the City of Oxnard Landscape Maintenance Districts (LMDs):

1. Adopt “A Resolution of the City Council of the City of Oxnard, California, initiating proceedings to levy assessments against real property for fiscal year 2024-25 in connection with the city’s landscape maintenance districts”;
2. Adopt “A Resolution of the City Council of the City of Oxnard, California, approving a consolidated engineer’s report regarding assessments against real property for fiscal year 2024-25 in connection with the city’s landscape maintenance districts”; and
3. Adopt “A Resolution of the City Council of the City of Oxnard, California, declaring its intention to levy assessments against real property for fiscal year 2024-25 in connection with the city’s landscape maintenance districts” setting the Public Hearing for June 18, 2024.

That the City Council acting as the legislative body of the City of Oxnard Landscape Maintenance Districts (LMDs):

1. Adopt “A Resolution of the City Council of the City of Oxnard, California, initiating proceedings to levy assessments against real property for fiscal year 2024-25 in connection with the city’s landscape maintenance districts”;
2. Adopt “A Resolution of the City Council of the City of Oxnard, California, approving a consolidated engineer’s report regarding assessments against real property for fiscal year 2024-25 in connection with the city’s landscape maintenance districts”; and
3. Adopt “A Resolution of the City Council of the City of Oxnard, California, declaring its intention to levy assessments against real property for fiscal year 2024-25 in connection with the city’s landscape maintenance districts” setting the Public Hearing for June 18, 2024.

CITY OF OXNARD SPECIAL DISTRICTS



More information can be found at:

oxnard.org/city-department/finance/special-assessment-districts/

- The Special Districts Division of the Public Works Department manages 48 Assessment Districts which includes 36 LMDs.
- The City has allowed property owners (i.e. developers) to use special financing districts (e.g. LMDs) to fund the annual cost of maintaining certain public improvements that benefit the properties within the district.
- Typically, the developer installed the public improvements at the time of development and benefiting property owners pay for the cost of maintaining the improvements (i.e., special benefit) through a special assessment included on the property's annual property tax bill.

- Revenue received from the assessment funds the cost to provide the Special Benefit, as outlined in the Consolidated Engineer's Report
- Assessments are levied annually and collected on the property tax roll. Each year, the City Council must conduct proceedings to levy the assessments.
- Revenue received from the assessments partially funds the ongoing maintenance of public improvements provided by each district and, in some cases, is collected for future work that is conducted on a less than annual basis.

- If the Committee approves the recommendation in this report a Public Hearing will be set for June 18, 2024, during which the City Council will consider three resolutions.
- If adopted by Council, the Resolutions will:
 - 1) initiate proceedings to levy the annual assessments;
 - 2) approve the Consolidated Engineer's Report for the districts; and
 - 3) declare the intent to levy assessments on the FY 2024-25 property tax roll.
- This is a process that is required each year.

- The Landscaping and Lighting Assessment Act of 1972 requires the City Council to annually Initiate Proceedings by Resolution, approve the Consolidated Engineers Report through a Resolution, and state the Council's Intent to Levy the annual assessment through a Resolution
- In compliance with the Act, an annual review and evaluation of each district's revenues and expenditures, contained in the Consolidated Engineer's Report, is conducted.
- This Report consolidates the City's 36 LMDs into a single report, but evaluates each district individually.

- The Report includes a description of the improvements, the projected annual maintenance costs, and funding to be collected for projects done on a less than annual basis, if any, the method of assessment apportionment for each lot or parcel within each district's boundaries, and a diagram showing the parcels within that district.
- The Report also provides an analysis of each district's annual financial status.
- It separates and apportions the cost of General Benefit, other costs funded by a non-assessment fund, and the cost of Special Benefit to the benefiting properties is funded by the applied assessment rate.

- The actual services provided to each district varies from district to district and are based upon the property owner approved services and funding.
- The applied assessment rate is the amount needed to fund the services of each district and is the amount actually levied on the property tax roll.
- It cannot exceed the maximum assessment rate that was originally approved for each district.
- After completing an individual analysis of each district's current level of service, anticipated expenditures, fund balance, assigned reserve levels, and future work, it is recommended to set the applied rates as set forth in the Report.

- Parcel specific detail of the proposed maximum and applied assessment is included in the Report as attached and is also available from the City Clerk's office and accessible from the City's website (www.oxnard.org).
- Costs considered to be of General Benefit, as defined in the Report, are not allowed to be assessed to the properties and therefore are apportioned as a non-assessment fund expense.
- The General Fund is proposed to cover additional costs, which are outlined in the Fiscal Impact section of this Report.
- The FY 2024-25 Proposed Operating Budget includes funds necessary to cover these costs.

- Funds received for the benefit of each district are restricted and can only be used within the district and for the purposes for which they were collected.
- Some of the District's applied assessment rates are proposed to increase from last year. This is to account for services such as district-wide tree trimming, sidewalk grinding, removal and replacement of displaced sidewalks, irrigation repair, electrical systems repair, and lighting repair and replacement.
- The assessment is levied at a rate that is no higher than the maximum assessment.
- The deadline for delivering the Assessment information to Ventura County is July 8, 2024.

- For FY 2024-25, the proposed assessment calculation are as follows:
 - \$2,073,515.79 in real property assessments;
 - \$1,742,882.34 from LMD fund balances
 - \$95,251.00 from interest income;
 - a general benefit contribution of \$226,915.35 from the General Fund; and
 - a subsidy from the General Fund of \$52,397.91 for utility overages.



QUESTIONS



FINANCE AND GOVERNANCE COMMITTEE AGENDA REPORT

REPORTS AGENDA ITEM NO. D.2

DATE: May 14, 2024

TO: Finance & Governance Committee

FROM: Michael Wolfe, Public Works Director, (805) 385-8055, michael.wolfe@oxnard.org

SUBJECT: Fiscal Year (FY) 2024-25 Resolution to Levy Assessments in Mandalay Beach Maintenance District. (10 minutes)

RECOMMENDATION

That the Finance & Governance Committee recommend that the City Council, acting as the legislative body for the Mandalay Beach Maintenance District:

1. Hold a Public Hearing for June 4, 2024 a public hearing to receive public testimony regarding the proposed Fiscal Year 2024-25 assessments for the Mandalay Beach Maintenance District; and
2. Adopt a resolution to levy the special tax assessment for Fiscal Year 2024-25 within the Mandalay Beach Maintenance District for Fiscal Year 2024-25.

Please click the following link to view the required Measure M pre-recorded presentation video: https://youtu.be/RsoFfH_qoll

BACKGROUND

Special Districts is a Division of the Public Works Department and manages a total of 48 special financing districts, which includes one Maintenance Assessment District (the "District"). On November 22, 1983, the Mandalay Beach Maintenance District ("District" or "MAD 4") was formed, pursuant to the Improvement Act of 1911, to recover the cost of the City's maintenance of the 36-acre beach area, plus landscaping on public rights-of-way within Tract No. 2923. The formation of the District was required as a condition to development imposed by the Coastal Commission and as a provision of a development agreement with the City. The assessments are exempt from Article XIII D of the California Constitution by reason of Section 5 thereof. The City's responsibility to maintain the above-mentioned areas became effective on July 1, 1986. On July 5, 1988, City Council adopted Resolution No. 9500, which shifted the bulk of the District's beach maintenance costs from the residents of The Colony to the Mandalay Beach Resort Hotel (Zachari Dunes).

DISCUSSION

The total assessment levy for Fiscal Year 2024-25 is unchanged from Fiscal Year 2023-24 at \$39,446, and is computed as follows:

1. LANDSCAPE MAINTENANCE - \$21,346

The City's Special Districts Division maintains the landscape areas along Falkirk Avenue, Harbor Boulevard,

Mandalay Beach Road, Costa del Oro, and the bikeway/greenbelt along the southerly property line. The District's budget for landscaping maintenance costs for FY 2024-25 is \$21,346, of which \$16,095 is paid by The Colony residential development and \$5,251 paid by the Embassy Suites hotel. This shared cost is outlined in Resolution 9500 (75% to the Colony; 25% to the Embassy Suites hotel).

2. BEACH MAINTENANCE - \$18,100 (MAD 4 share split between the Colony and Hotel)

The agreements between the City and the developers of MAD 4 assign the responsibility of beach maintenance based on the relative length of beach area that fronts both the hotel and the public beach property (park). The total assessment of beach maintenance is \$30,092, with the assessed County Collection Fee the total cost is \$30,137. Resolution No. 9500 divides the 60 percent (\$18,100) obligation of the District into two parts. 75.4 percent (\$13,647) is paid by the Embassy Suites hotel and 24.6 percent (\$4,453) is paid by The Colony residents. The remaining 40 percent (\$12,037) of the beach maintenance is borne by the City as part of the total operating cost of the Oxnard Beach Park. The annual beach maintenance cost is as follows:

Annual Costs = \$30,092	<u>District</u>	<u>City</u>
Percent Share of \$30,092	x 60%	x 40%
FY 2024-25 Shared Costs	\$18,055	\$12,037
County Collection Fee	\$45	\$0
Total Beach Maintenance Cost	\$18,100	\$12,037
Embassy Suites' Share (75.4%)	\$13,647	\$0
Colony's Share (24.6%)	\$4,453	\$0

The total cost to the District for both the landscaping (\$21,346) and the beach maintenance (\$18,100) is **\$39,446**. The Embassy Suites pay **\$18,898** (\$5,251 for landscaping + \$13,647 for beach maintenance) and The Colony residents pay **\$20,548** (\$16,095 + \$4,453). The County assessment fee is estimated to be \$55. Therefore, the difference will be paid from the General Fund.

STRATEGIC PRIORITIES

This agenda item is a routine operational item or does not relate to the five strategic priorities adopted by City Council on March 16, 2021.

FINANCIAL IMPACT

Property owners pay the assessments as a part of their annual property tax bill. The assessment has been approved by the property owners through prior proceedings. Funds received for the benefit of the District are restricted and can only be used to fund the services of the District. Property owners in the District pay the assessments as part of their annual property tax bill.

For FY 2024-25, the estimated Special Districts budget for MAD 4 is \$47,931. The City will assess the property owners within the District \$39,446 in FY 2024-25 to pay landscape maintenance costs and 60 percent of beach maintenance costs. The City's portion of the beach maintenance is 40 percent (\$12,037) and will be included in the Proposed Budget for FY 2024-25 as a transfer out contribution to MAD 4 from the General Fund.

Prepared by: Anthony Miller, Interim Special Districts Manager

ATTACHMENTS

1. Resolution Approving Levy of MAD 4 2024
2. Oxnard MAD 4 Assessment Roll 24-25
3. City of Oxnard Special Districts Map
4. City of Oxnard Special Districts List
5. MAD4 Proposed Map of Authorized Improvements
6. CityOfOxnardResolution9500
7. Presentation

CITY COUNCIL OF THE CITY OF OXNARD

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OXNARD LEVYING A
SPECIAL ASSESSMENT TAX FOR FISCAL YEAR 2024-25 WITHIN THE MANDALAY
BEACH MAINTENANCE DISTRICT

WHEREAS, by Resolution No. 8586, adopted November 22, 1983, the City Council formed the Mandalay Beach Maintenance District ("the District") pursuant to the maintenance district provisions of the Improvement Act of 1911 (Streets and Highways Code section 5820 et. seq.); and;

WHEREAS, formation of the District was required as a condition to development imposed by the California Coastal Commission and also as part of a development agreement between the City and the developer owning all of the parcels subject to assessment at the time assessments were initially imposed; and

WHEREAS, the City Council is required by Streets and Highways Code section 5830 to estimate the cost of maintaining and operating the improvements within the District, to decide whether the cost of such maintenance and operation shall be borne wholly or partially by the District, and to levy a special assessment tax within the District sufficient to raise the money to pay for such cost; and

WHEREAS, the City Council wishes to levy such assessments for FY 2024-25 in an amount sufficient to cover all of the expense of maintaining the landscaping and to cover 60% of the expense of maintaining the beach area, with the City paying the remaining 40% of the latter expense; and

WHEREAS, assessments were levied in the District in Fiscal Year 2023-24, and such assessments are not proposed to increase in Fiscal Year 2024-25; and

WHEREAS, the assessments are imposed exclusively to finance the capital costs and maintenance and operation expenses for sidewalks, streets, water, flood control, drainage systems and vector control, inasmuch as the beach is public right of way that serves much as a street, manages water and is part of the flood control and drainage systems in the District, and the landscaping is located in or adjacent to sidewalks, streets and other public rights of way and maintenance of the landscaping involves irrigation and vector control; and

WHEREAS, for the foregoing reasons, the assessments are exempt from Article XIII D of the California Constitution, by reason of section 5 thereof; and

WHEREAS, a description of the improvements and the proposed special assessment taxes on real property in the district is contained in the agenda report dated June 4, 2024 on file with the City Clerk ("the agenda report").

NOW, THEREFORE, the City Council of the City of Oxnard resolves:

1. The City Council estimates the cost of maintaining and operating the improvements within the District for Fiscal Year 2024-25 at \$47,931, with \$39,446 to be paid from assessments and \$12,037 to be paid by the City, as more particularly set out in the agenda report. The \$39,446 is allocated as follows:

100% of landscape maintenance costs	\$21,346
60% of beach maintenance costs	<u>\$18,100</u>
Total	\$39,446

2. The \$39,446 is apportioned among the property owners within the District, as follows:

24.6% of landscape maintenance costs to hotel parcel (APN #191-0-380-105)
75.4% of landscape maintenance costs to Colony condominium parcels (440 APNs)
24.6% of beach maintenance costs to Colony condominium parcels (440 APNs)
75.4% of beach maintenance costs to hotel parcel (APN #191-0-380-105)

3. The City Council levies a special assessment tax for FY 2024-25 on the real property in the District as follows and attached herein:

APN #191-0-380-105 \$18,898

\$46.70 on each of 440 Colony APNs \$20,548

4. In accordance with Government Code section 36936.1, the City Clerk is instructed to cause this resolution to be published one time in a newspaper of general circulation within the City within 15 days after adoption.
5. In accordance with Government Code section 53901, the City Clerk is instructed to file with the Ventura County Auditor within 60 days from July 1, 2024, a certified copy of this resolution.

PASSED, APPROVED AND ADOPTED on this ____ day of June 2024 by the following vote:

Resolution No.
Special Tax for Mandalay Beach Maintenance District
Page 3

AYES:

NOES:

ABSENT:

ABSTAIN:

John C. Zaragoza, Mayor

ATTEST:

Rose Chaparro, City Clerk

APPROVED AS TO FORM:

Stephen M. Fischer, City Attorney

City of Oxnard
MAD No. 4 (Mandalay Beach)
Assessment Detail Report for Fiscal Year 2024/25

APN	Site Address	Assessment Total
191-0-380-105	2101 MANDALAY BEACH RD	\$18,898.00
191-0-390-015	2202 MARTINIQUE LN	46.70
191-0-390-025	2200 MARTINIQUE LN	46.70
191-0-390-035	2216 MARTINIQUE LN	46.70
191-0-390-045	2214 MARTINIQUE LN	46.70
191-0-390-055	2212 MARTINIQUE LN	46.70
191-0-390-065	2210 MARTINIQUE LN	46.70
191-0-390-075	2206 MARTINIQUE LN	46.70
191-0-390-085	2204 MARTINIQUE LN	46.70
191-0-390-095	2270 MARTINIQUE LN	46.70
191-0-390-105	2272 MARTINIQUE LN	46.70
191-0-390-115	2274 MARTINIQUE LN	46.70
191-0-390-125	2276 MARTINIQUE LN	46.70
191-0-390-135	2260 MARTINIQUE LN	46.70
191-0-390-145	2262 MARTINIQUE LN	46.70
191-0-390-155	2264 MARTINIQUE LN	46.70
191-0-390-165	2266 MARTINIQUE LN	46.70
191-0-390-175	2244 MARTINIQUE LN	46.70
191-0-390-185	2246 MARTINIQUE LN	46.70
191-0-390-195	2250 MARTINIQUE LN	46.70
191-0-390-205	2252 MARTINIQUE LN	46.70
191-0-390-215	2254 MARTINIQUE LN	46.70
191-0-390-225	2256 MARTINIQUE LN	46.70
191-0-390-235	2240 MARTINIQUE LN	46.70
191-0-390-245	2242 MARTINIQUE LN	46.70
191-0-390-255	2220 MARTINIQUE LN	46.70
191-0-390-265	2222 MARTINIQUE LN	46.70
191-0-390-275	2224 MARTINIQUE LN	46.70
191-0-390-285	2226 MARTINIQUE LN	46.70
191-0-390-295	2230 MARTINIQUE LN	46.70
191-0-390-305	2232 MARTINIQUE LN	46.70
191-0-390-315	2234 MARTINIQUE LN	46.70

City of Oxnard
MAD No. 4 (Mandalay Beach)
Assessment Detail Report for Fiscal Year 2024/25

APN	Site Address	Assessment Total
191-0-390-325	2236 MARTINIQUE LN	46.70
191-0-390-335	2327 MARTINIQUE LN	46.70
191-0-390-345	2325 MARTINIQUE LN	46.70
191-0-390-355	2321 MARTINIQUE LN	46.70
191-0-390-365	2323 MARTINIQUE LN	46.70
191-0-390-375	2341 MARTINIQUE LN	46.70
191-0-390-385	2343 MARTINIQUE LN	46.70
191-0-390-395	2347 MARTINIQUE LN	46.70
191-0-390-405	2345 MARTINIQUE LN	46.70
191-0-390-415	2357 MARTINIQUE LN	46.70
191-0-390-425	2355 MARTINIQUE LN	46.70
191-0-390-435	2353 MARTINIQUE LN	46.70
191-0-390-445	2351 MARTINIQUE LN	46.70
191-0-390-455	2367 MARTINIQUE LN	46.70
191-0-390-465	2365 MARTINIQUE LN	46.70
191-0-390-475	2363 MARTINIQUE LN	46.70
191-0-390-485	2361 MARTINIQUE LN	46.70
191-0-390-495	2377 MARTINIQUE LN	46.70
191-0-390-505	2375 MARTINIQUE LN	46.70
191-0-390-515	2373 MARTINIQUE LN	46.70
191-0-390-525	2371 MARTINIQUE LN	46.70
191-0-390-535	2387 MARTINIQUE LN	46.70
191-0-390-545	2385 MARTINIQUE LN	46.70
191-0-390-555	2383 MARTINIQUE LN	46.70
191-0-390-565	2381 MARTINIQUE LN	46.70
191-0-390-575	2382 VINA DEL MAR	46.70
191-0-390-585	2380 VINA DEL MAR	46.70
191-0-390-595	2376 VINA DEL MAR	46.70
191-0-390-605	2374 VINA DEL MAR	46.70
191-0-390-615	2372 VINA DEL MAR	46.70
191-0-390-625	2370 VINA DEL MAR	46.70
191-0-390-635	2386 MARTINIQUE LN	46.70

City of Oxnard
MAD No. 4 (Mandalay Beach)
Assessment Detail Report for Fiscal Year 2024/25

APN	Site Address	Assessment Total
191-0-390-645	2384 MARTINIQUE LN	46.70
191-0-390-655	2275 MARTINIQUE LN	46.70
191-0-390-665	2277 MARTINIQUE LN	46.70
191-0-390-675	2281 MARTINIQUE LN	46.70
191-0-390-685	2283 MARTINIQUE LN	46.70
191-0-390-695	2285 MARTINIQUE LN	46.70
191-0-390-705	2287 MARTINIQUE LN	46.70
191-0-390-715	2271 MARTINIQUE LN	46.70
191-0-390-725	2273 MARTINIQUE LN	46.70
191-0-390-735	2317 MARTINIQUE LN	46.70
191-0-390-745	2315 MARTINIQUE LN	46.70
191-0-390-755	2313 MARTINIQUE LN	46.70
191-0-390-765	2311 MARTINIQUE LN	46.70
191-0-390-775	2307 MARTINIQUE LN	46.70
191-0-390-785	2305 MARTINIQUE LN	46.70
191-0-390-795	2303 MARTINIQUE LN	46.70
191-0-390-805	2301 MARTINIQUE LN	46.70
191-0-390-815	2221 MARTINIQUE LN	46.70
191-0-390-825	2223 MARTINIQUE LN	46.70
191-0-390-835	2225 MARTINIQUE LN	46.70
191-0-390-845	2227 MARTINIQUE LN	46.70
191-0-390-855	2231 MARTINIQUE LN	46.70
191-0-390-865	2233 MARTINIQUE LN	46.70
191-0-390-875	2235 MARTINIQUE LN	46.70
191-0-390-885	2237 MARTINIQUE LN	46.70
191-0-390-895	2243 MARTINIQUE LN	46.70
191-0-390-905	2241 MARTINIQUE LN	46.70
191-0-390-915	2257 MARTINIQUE LN	46.70
191-0-390-925	2255 MARTINIQUE LN	46.70
191-0-390-935	2261 MARTINIQUE LN	46.70
191-0-390-945	2263 MARTINIQUE LN	46.70
191-0-390-955	2267 MARTINIQUE LN	46.70

City of Oxnard
MAD No. 4 (Mandalay Beach)
Assessment Detail Report for Fiscal Year 2024/25

APN	Site Address	Assessment Total
191-0-390-965	2265 MARTINIQUE LN	46.70
191-0-390-975	2355 VINA DEL MAR	46.70
191-0-390-985	2353 VINA DEL MAR	46.70
191-0-400-015	2351 VINA DEL MAR	46.70
191-0-400-025	2345 VINA DEL MAR	46.70
191-0-400-035	2343 VINA DEL MAR	46.70
191-0-400-045	2341 VINA DEL MAR	46.70
191-0-400-055	2339 VINA DEL MAR	46.70
191-0-400-065	2337 VINA DEL MAR	46.70
191-0-400-075	2335 VINA DEL MAR	46.70
191-0-400-085	2333 VINA DEL MAR	46.70
191-0-400-095	2331 VINA DEL MAR	46.70
191-0-400-105	2325 VINA DEL MAR	46.70
191-0-400-115	2323 VINA DEL MAR	46.70
191-0-400-125	2321 VINA DEL MAR	46.70
191-0-400-135	2317 VINA DEL MAR	46.70
191-0-400-145	2315 VINA DEL MAR	46.70
191-0-400-155	2313 VINA DEL MAR	46.70
191-0-400-165	2311 VINA DEL MAR	46.70
191-0-400-175	2305 VINA DEL MAR	46.70
191-0-400-185	2303 VINA DEL MAR	46.70
191-0-400-195	2301 VINA DEL MAR	46.70
191-0-400-205	2227 VINA DEL MAR	46.70
191-0-400-215	2225 VINA DEL MAR	46.70
191-0-400-225	2223 VINA DEL MAR	46.70
191-0-400-235	2221 VINA DEL MAR	46.70
191-0-400-245	2215 VINA DEL MAR	46.70
191-0-400-255	2213 VINA DEL MAR	46.70
191-0-400-265	2211 VINA DEL MAR	46.70
191-0-400-275	2205 VINA DEL MAR	46.70
191-0-400-285	2203 VINA DEL MAR	46.70
191-0-400-295	2200 VINA DEL MAR	46.70

City of Oxnard
MAD No. 4 (Mandalay Beach)
Assessment Detail Report for Fiscal Year 2024/25

APN	Site Address	Assessment Total
191-0-400-305	2202 VINA DEL MAR	46.70
191-0-400-315	2204 VINA DEL MAR	46.70
191-0-400-325	2206 VINA DEL MAR	46.70
191-0-400-335	2208 VINA DEL MAR	46.70
191-0-400-345	2220 CANNES SQ	46.70
191-0-400-355	2222 CANNES SQ	46.70
191-0-400-365	2224 CANNES SQ	46.70
191-0-400-375	2226 CANNES SQ	46.70
191-0-400-385	2230 CANNES SQ	46.70
191-0-400-395	2232 CANNES SQ	46.70
191-0-400-405	2234 CANNES SQ	46.70
191-0-400-415	2236 CANNES SQ	46.70
191-0-400-425	2364 VINA DEL MAR	46.70
191-0-400-435	2362 VINA DEL MAR	46.70
191-0-400-445	2360 VINA DEL MAR	46.70
191-0-400-455	2354 VINA DEL MAR	46.70
191-0-400-465	2352 VINA DEL MAR	46.70
191-0-400-475	2350 VINA DEL MAR	46.70
191-0-400-485	2336 VINA DEL MAR	46.70
191-0-400-495	2334 VINA DEL MAR	46.70
191-0-400-505	2332 VINA DEL MAR	46.70
191-0-400-515	2330 VINA DEL MAR	46.70
191-0-400-525	2246 CANNES SQ	46.70
191-0-400-535	2244 CANNES SQ	46.70
191-0-400-545	2242 CANNES SQ	46.70
191-0-400-555	2240 CANNES SQ	46.70
191-0-400-565	2214 CANNES SQ	46.70
191-0-400-575	2212 CANNES SQ	46.70
191-0-400-585	2210 CANNES SQ	46.70
191-0-400-595	2245 MARTINIQUE LN	46.70
191-0-400-605	2247 MARTINIQUE LN	46.70
191-0-400-615	2251 MARTINIQUE LN	46.70

City of Oxnard
MAD No. 4 (Mandalay Beach)
Assessment Detail Report for Fiscal Year 2024/25

APN	Site Address	Assessment Total
191-0-400-625	2253 MARTINIQUE LN	46.70
191-0-410-015	2121 VINA DEL MAR	46.70
191-0-410-025	2123 VINA DEL MAR	46.70
191-0-410-035	2125 VINA DEL MAR	46.70
191-0-410-045	2127 VINA DEL MAR	46.70
191-0-410-055	2201 VINA DEL MAR	46.70
191-0-410-065	2183 MARTINIQUE LN	46.70
191-0-410-075	2181 MARTINIQUE LN	46.70
191-0-410-085	2187 MARTINIQUE LN	46.70
191-0-410-095	2185 MARTINIQUE LN	46.70
191-0-410-105	2175 MARTINIQUE LN	46.70
191-0-410-115	2177 MARTINIQUE LN	46.70
191-0-410-125	2173 MARTINIQUE LN	46.70
191-0-410-135	2171 MARTINIQUE LN	46.70
191-0-410-145	2121 MARTINIQUE LN	46.70
191-0-410-155	2123 MARTINIQUE LN	46.70
191-0-410-165	2127 MARTINIQUE LN	46.70
191-0-410-175	2125 MARTINIQUE LN	46.70
191-0-410-185	2131 MARTINIQUE LN	46.70
191-0-410-195	2133 MARTINIQUE LN	46.70
191-0-410-205	2135 MARTINIQUE LN	46.70
191-0-410-215	2137 MARTINIQUE LN	46.70
191-0-410-225	2141 MARTINIQUE LN	46.70
191-0-410-235	2143 MARTINIQUE LN	46.70
191-0-410-245	2145 MARTINIQUE LN	46.70
191-0-410-255	2147 MARTINIQUE LN	46.70
191-0-410-265	2165 MARTINIQUE LN	46.70
191-0-410-275	2167 MARTINIQUE LN	46.70
191-0-410-285	2151 MARTINIQUE LN	46.70
191-0-410-295	2153 MARTINIQUE LN	46.70
191-0-410-305	2155 MARTINIQUE LN	46.70
191-0-410-315	2157 MARTINIQUE LN	46.70

City of Oxnard
MAD No. 4 (Mandalay Beach)
Assessment Detail Report for Fiscal Year 2024/25

APN	Site Address	Assessment Total
191-0-410-325	2161 MARTINIQUE LN	46.70
191-0-410-335	2163 MARTINIQUE LN	46.70
191-0-410-345	2101 MARTINIQUE ST	46.70
191-0-410-355	2103 MARTINIQUE LN	46.70
191-0-410-365	2105 MARTINIQUE ST	46.70
191-0-410-375	2107 MARTINIQUE ST	46.70
191-0-410-385	2111 MARTINIQUE ST	46.70
191-0-410-395	2113 MARTINIQUE ST	46.70
191-0-410-405	2115 MARTINIQUE LN	46.70
191-0-410-415	2117 MARTINIQUE LN	46.70
191-0-410-425	2110 VINA DEL MAR ST	46.70
191-0-410-435	2112 VINA DEL MAR ST	46.70
191-0-410-445	2114 VINA DEL MAR ST	46.70
191-0-410-455	2116 VINA DEL MAR ST	46.70
191-0-410-465	2120 VINA DEL MAR ST	46.70
191-0-410-475	2122 VINA DEL MAR ST	46.70
191-0-410-485	2124 VINA DEL MAR ST	46.70
191-0-430-015	4504 ANTIGUA WAY	46.70
191-0-430-025	4506 ANTIGUA WAY	46.70
191-0-430-035	4510 ANTIGUA WAY	46.70
191-0-430-045	4512 ANTIGUA WAY	46.70
191-0-430-055	4514 ANTIGUA WAY	46.70
191-0-430-065	4516 ANTIGUA WAY	46.70
191-0-430-075	4500 ANTIGUA WAY	46.70
191-0-430-085	4502 ANTIGUA WAY	46.70
191-0-430-095	4496 ANTIGUA WAY	46.70
191-0-430-105	4494 ANTIGUA WAY	46.70
191-0-430-115	4492 ANTIGUA WAY	46.70
191-0-430-125	4490 ANTIGUA WAY	46.70
191-0-430-135	4486 ANTIGUA WAY	46.70
191-0-430-145	4484 ANTIGUA WAY	46.70
191-0-430-155	4482 ANTIGUA WAY	46.70

City of Oxnard
MAD No. 4 (Mandalay Beach)
Assessment Detail Report for Fiscal Year 2024/25

APN	Site Address	Assessment Total
191-0-430-165	4480 ANTIGUA WAY	46.70
191-0-430-175	4475 ANTIGUA WAY	46.70
191-0-430-185	4477 ANTIGUA WAY	46.70
191-0-430-195	4471 ANTIGUA WAY	46.70
191-0-430-205	4473 ANTIGUA WAY	46.70
191-0-430-215	4476 ANTIGUA WAY	46.70
191-0-430-225	4474 ANTIGUA WAY	46.70
191-0-430-235	4472 ANTIGUA WAY	46.70
191-0-430-245	4470 ANTIGUA WAY	46.70
191-0-430-255	4466 ANTIGUA WAY	46.70
191-0-430-265	4464 ANTIGUA WAY	46.70
191-0-430-275	4462 ANTIGUA WAY	46.70
191-0-430-285	4460 ANTIGUA WAY	46.70
191-0-430-295	4444 ANTIGUA WAY	46.70
191-0-430-305	4446 ANTIGUA WAY	46.70
191-0-430-315	4450 ANTIGUA WAY	46.70
191-0-430-325	4452 ANTIGUA WAY	46.70
191-0-430-335	4454 ANTIGUA WAY	46.70
191-0-430-345	4456 ANTIGUA WAY	46.70
191-0-430-355	4440 ANTIGUA WAY	46.70
191-0-430-365	4442 ANTIGUA WAY	46.70
191-0-430-375	4434 ANTIGUA WAY	46.70
191-0-430-385	4436 ANTIGUA WAY	46.70
191-0-430-395	4432 ANTIGUA WAY	46.70
191-0-430-405	4430 ANTIGUA WAY	46.70
191-0-430-415	4455 ANTIGUA WAY	46.70
191-0-430-425	4457 ANTIGUA WAY	46.70
191-0-430-435	4461 ANTIGUA WAY	46.70
191-0-430-445	4463 ANTIGUA WAY	46.70
191-0-430-455	4465 ANTIGUA WAY	46.70
191-0-430-465	4467 ANTIGUA WAY	46.70
191-0-430-475	4451 ANTIGUA WAY	46.70

City of Oxnard
MAD No. 4 (Mandalay Beach)
Assessment Detail Report for Fiscal Year 2024/25

APN	Site Address	Assessment Total
191-0-430-485	4453 ANTIGUA WAY	46.70
191-0-430-495	4445 ANTIGUA WAY	46.70
191-0-430-505	4447 ANTIGUA WAY	46.70
191-0-430-515	4443 ANTIGUA WAY	46.70
191-0-430-525	4441 ANTIGUA WAY	46.70
191-0-430-535	4433 ANTIGUA WAY	46.70
191-0-430-545	4431 ANTIGUA WAY	46.70
191-0-430-555	4427 ANTIGUA WAY	46.70
191-0-430-565	4425 ANTIGUA WAY	46.70
191-0-430-575	4423 ANTIGUA WAY	46.70
191-0-430-585	4421 ANTIGUA WAY	46.70
191-0-430-595	4437 ANTIGUA WAY	46.70
191-0-430-605	4435 ANTIGUA WAY	46.70
191-0-430-615	4413 ANTIGUA WAY	46.70
191-0-430-625	4411 ANTIGUA WAY	46.70
191-0-430-635	4407 ANTIGUA WAY	46.70
191-0-430-645	4405 ANTIGUA WAY	46.70
191-0-430-655	4403 ANTIGUA WAY	46.70
191-0-430-665	4401 ANTIGUA WAY	46.70
191-0-430-675	4417 ANTIGUA WAY	46.70
191-0-430-685	4415 ANTIGUA WAY	46.70
191-0-430-695	4481 ANTIGUA WAY	46.70
191-0-430-705	4487 ANTIGUA WAY	46.70
191-0-430-715	4483 ANTIGUA WAY	46.70
191-0-430-725	4485 ANTIGUA WAY	46.70
191-0-440-015	2065 MAJORCA DR	46.70
191-0-440-025	2067 MAJORCA DR	46.70
191-0-440-035	2063 MAJORCA DR	46.70
191-0-440-045	2061 MAJORCA DR	46.70
191-0-440-055	2055 MAJORCA DR	46.70
191-0-440-065	2057 MAJORCA DR	46.70
191-0-440-075	2053 MAJORCA DR	46.70

City of Oxnard
MAD No. 4 (Mandalay Beach)
Assessment Detail Report for Fiscal Year 2024/25

APN	Site Address	Assessment Total
191-0-440-085	2051 MAJORCA DR	46.70
191-0-440-095	2013 MAJORCA DR	46.70
191-0-440-105	2011 MAJORCA DR	46.70
191-0-440-115	2005 MAJORCA DR	46.70
191-0-440-125	2007 MAJORCA DR	46.70
191-0-440-135	2003 MAJORCA DR	46.70
191-0-440-145	2001 MAJORCA DR	46.70
191-0-440-155	2015 MAJORCA DR	46.70
191-0-440-165	2017 MAJORCA DR	46.70
191-0-440-175	2023 MAJORCA DR	46.70
191-0-440-185	2021 MAJORCA DR	46.70
191-0-440-195	2025 MAJORCA DR	46.70
191-0-440-205	2027 MAJORCA DR	46.70
191-0-440-215	2033 MAJORCA DR	46.70
191-0-440-225	2031 MAJORCA DR	46.70
191-0-440-235	2035 MAJORCA DR	46.70
191-0-440-245	2037 MAJORCA DR	46.70
191-0-440-255	2043 MAJORCA DR	46.70
191-0-440-265	2041 MAJORCA DR	46.70
191-0-440-275	2047 MAJORCA DR	46.70
191-0-440-285	2045 MAJORCA DR	46.70
191-0-440-295	1965 MAJORCA DR	46.70
191-0-440-305	1967 MAJORCA DR	46.70
191-0-440-315	1973 MAJORCA DR	46.70
191-0-440-325	1971 MAJORCA DR	46.70
191-0-440-335	1975 MAJORCA DR	46.70
191-0-440-345	1977 MAJORCA DR	46.70
191-0-440-355	1963 MAJORCA DR	46.70
191-0-440-365	1961 MAJORCA DR	46.70
191-0-440-375	1955 MAJORCA DR	46.70
191-0-440-385	1957 MAJORCA DR	46.70
191-0-440-395	1953 MAJORCA DR	46.70

City of Oxnard
MAD No. 4 (Mandalay Beach)
Assessment Detail Report for Fiscal Year 2024/25

APN	Site Address	Assessment Total
191-0-440-405	1951 MAJORCA DR	46.70
191-0-440-415	1945 MAJORCA DR	46.70
191-0-440-425	1947 MAJORCA DR	46.70
191-0-440-435	1943 MAJORCA DR	46.70
191-0-440-445	1941 MAJORCA DR	46.70
191-0-440-455	1933 MAJORCA DR	46.70
191-0-440-465	1931 MAJORCA DR	46.70
191-0-440-475	1937 MAJORCA DR	46.70
191-0-440-485	1935 MAJORCA DR	46.70
191-0-440-495	1923 MAJORCA	46.70
191-0-440-505	1921 MAJORCA DR	46.70
191-0-440-515	1927 MAJORCA DR	46.70
191-0-440-525	1925 MAJORCA DR	46.70
191-0-440-535	1913 MAJORCA DR	46.70
191-0-440-545	1911 MAJORCA DR	46.70
191-0-440-555	1915 MAJORCA DR	46.70
191-0-440-565	1917 MAJORCA DR	46.70
191-0-440-575	1903 MAJORCA DR	46.70
191-0-440-585	1901 MAJORCA DR	46.70
191-0-440-595	1905 MAJORCA DR	46.70
191-0-440-605	1907 MAJORCA DR	46.70
191-0-440-615	1902 MAJORCA DR	46.70
191-0-440-625	1906 MAJORCA DR	46.70
191-0-440-635	1912 MAJORCA DR	46.70
191-0-440-645	1900 MAJORCA DR	46.70
191-0-440-655	1904 MAJORCA DR	46.70
191-0-440-665	1910 MAJORCA	46.70
191-0-440-675	1914 MAJORCA DR	46.70
191-0-440-685	1916 MAJORCA DR	46.70
191-0-450-015	1983 SAN SEBASTIAN DR	46.70
191-0-450-025	1981 SAN SEBASTIAN DR	46.70
191-0-450-035	1985 SAN SEBASTIAN DR	46.70

City of Oxnard
MAD No. 4 (Mandalay Beach)
Assessment Detail Report for Fiscal Year 2024/25

APN	Site Address	Assessment Total
191-0-450-045	1987 SAN SEBASTIAN DR	46.70
191-0-450-055	2013 SAN SEBASTIAN DR	46.70
191-0-450-065	2011 SAN SEBASTIAN DR	46.70
191-0-450-075	2015 SAN SEBASTIAN DR	46.70
191-0-450-085	2017 SAN SEBASTIAN DR	46.70
191-0-450-095	2023 SAN SEBASTIAN DR	46.70
191-0-450-105	2021 SAN SEBASTIAN DR	46.70
191-0-450-115	2025 SAN SEBASTIAN DR	46.70
191-0-450-125	2027 SAN SEBASTIAN DR	46.70
191-0-450-135	2043 SAN SEBASTIAN DR	46.70
191-0-450-145	2041 SAN SEBASTIAN DR	46.70
191-0-450-155	2045 SAN SEBASTIAN DR	46.70
191-0-450-165	2047 SAN SEBASTIAN DR	46.70
191-0-450-175	2063 SAN SEBASTIAN DR	46.70
191-0-450-185	2061 SAN SEBASTIAN DR	46.70
191-0-450-195	2065 SAN SEBASTIAN DR	46.70
191-0-450-205	2067 SAN SEBASTIAN DR	46.70
191-0-460-015	1967 SAN SEBASTIAN DR	46.70
191-0-460-025	1965 SAN SEBASTIAN DR	46.70
191-0-460-035	1961 SAN SEBASTIAN DR	46.70
191-0-460-045	1963 SAN SEBASTIAN DR	46.70
191-0-460-055	4766 SAN SEBASTIAN DR	46.70
191-0-460-065	4764 SAN SEBASTIAN DR	46.70
191-0-460-075	4760 SAN SEBASTIAN DR	46.70
191-0-460-085	4762 SAN SEBASTIAN DR	46.70
191-0-460-095	4746 SAN SEBASTIAN DR	46.70
191-0-460-105	4744 SAN SEBASTIAN DR	46.70
191-0-460-115	4740 SAN SEBASTIAN DR	46.70
191-0-460-125	4742 SAN SEBASTIAN DR	46.70
191-0-460-135	4726 SAN SEBASTIAN DR	46.70
191-0-460-145	4724 SAN SEBASTIAN DR	46.70
191-0-460-155	4720 SAN SEBASTIAN DR	46.70

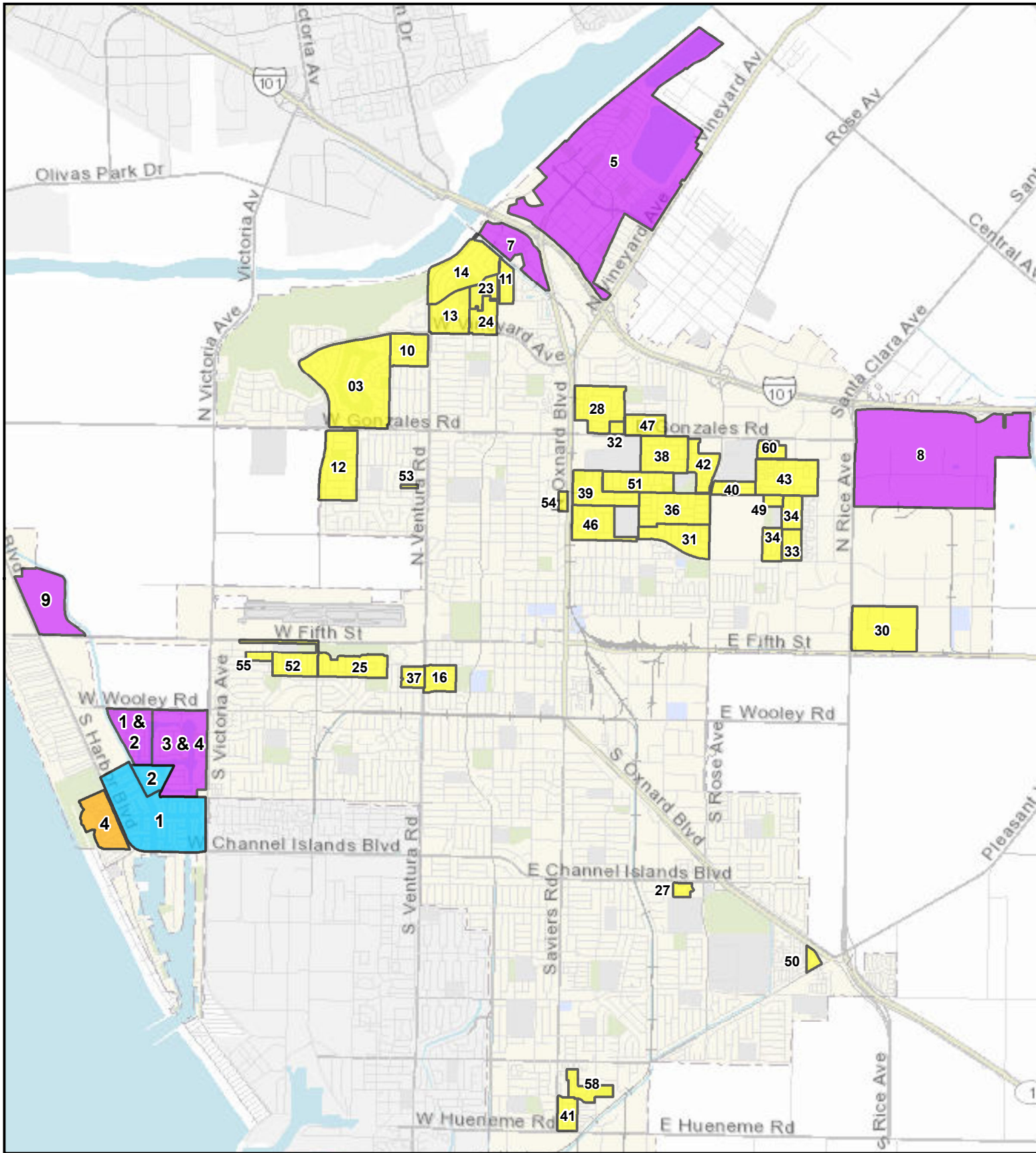
City of Oxnard
MAD No. 4 (Mandalay Beach)
Assessment Detail Report for Fiscal Year 2024/25

APN	Site Address	Assessment Total
191-0-460-165	4722 SAN SEBASTIAN DR	46.70
191-0-460-175	4706 SAN SEBASTIAN DR	46.70
191-0-460-185	4704 SAN SEBASTIAN DR	46.70
191-0-460-195	4700 SAN SEBASTIAN DR	46.70
191-0-460-205	4702 SAN SEBASTIAN DR	46.70
191-0-460-215	4676 SAN SEBASTIAN DR	46.70
191-0-460-225	4674 SAN SEBASTIAN DR	46.70
191-0-460-235	4670 SAN SEBASTIAN DR	46.70
191-0-460-245	4672 SAN SEBASTIAN DR	46.70
191-0-460-265	1932 SAN TROPEZ CIR	46.70
191-0-460-275	1930 SAN TROPEZ CIR	46.70
191-0-460-285	1934 SAN TROPEZ CIR	46.70
191-0-460-295	1936 SAN TROPEZ CIR	46.70
191-0-460-305	1952 SAN TROPEZ CIR	46.70
191-0-460-315	1950 SAN TROPEZ CIR	46.70
191-0-460-325	1954 SAN TROPEZ CIR	46.70
191-0-460-335	1956 SAN TROPEZ CIR	46.70
191-0-460-345	1960 SAN TROPEZ CIR	46.70
191-0-460-355	1962 SAN TROPEZ CIR	46.70
191-0-460-365	1964 SAN TROPEZ CIR	46.70
191-0-460-375	1966 SAN TROPEZ CIR	46.70
191-0-460-385	1970 SAN TROPEZ CIR	46.70
191-0-460-395	1972 SAN TROPEZ CIR	46.70
191-0-460-405	1974 SAN TROPEZ CIR	46.70
191-0-460-415	1976 SAN TROPEZ CIR	46.70
191-0-460-425	1982 SAN TROPEZ CIR	46.70
191-0-460-435	1980 SAN TROPEZ CIR	46.70
191-0-460-445	1984 SAN TROPEZ CIR	46.70
191-0-460-455	1986 SAN TROPEZ CIR	46.70
191-0-460-465	2007 SAN TROPEZ CIR	46.70
191-0-460-475	2005 SAN TROPEZ CIR	46.70
191-0-460-485	2001 SAN TROPEZ CIR	46.70

City of Oxnard
MAD No. 4 (Mandalay Beach)
Assessment Detail Report for Fiscal Year 2024/25

APN	Site Address	Assessment Total
191-0-460-495	2003 SAN TROPEZ CIR	46.70
191-0-460-505	4737 SAN SEBASTIAN DR	46.70
191-0-460-515	4735 SAN SEBASTIAN DR	46.70
191-0-460-525	4731 SAN SEBASTIAN DR	46.70
191-0-460-535	4733 SAN SEBASTIAN DR	46.70
191-0-460-545	4717 SAN SEBASTIAN DR	46.70
191-0-460-555	4715 SAN SEBASTIAN DR	46.70
191-0-460-565	4711 SAN SEBASTIAN DR	46.70
191-0-460-575	4713 SAN SEBASTIAN DR	46.70
191-0-460-585	4691 SAN SEBASTIAN DR	46.70
191-0-460-595	4693 SAN SEBASTIAN DR	46.70
191-0-460-605	4695 SAN SEBASTIAN DR	46.70
191-0-460-615	4697 SAN SEBASTIAN DR	46.70
191-0-460-625	4681 SAN SEBASTIAN DR	46.70
191-0-460-635	4683 SAN SEBASTIAN DR	46.70
191-0-460-645	4685 SAN SEBASTIAN DR	46.70
191-0-460-655	4687 SAN SEBASTIAN DR	46.70
191-0-460-665	1943 SAN TROPEZ CIR	46.70
191-0-460-675	1941 SAN TROPEZ CIR	46.70
191-0-460-685	1945 SAN TROPEZ CIR	46.70
191-0-460-695	1947 SAN TROPEZ CIR	46.70
191-0-460-705	1990 SAN TROPEZ CIR	46.70
191-0-460-715	1992 SAN TROPEZ CIR	46.70
191-0-460-725	1996 SAN TROPEZ CIR	46.70
191-0-460-735	1994 SAN TROPEZ CIR	46.70
441 Accounts		\$39,446.00

CITY OF OXNARD SPECIAL DISTRICTS



- | | |
|---|--|
| Maintenance Assessment District (District No.) | Community Facilities District (District No.) |
| Waterway Assessment District (Zone No.) | Landscape Maintenance District (District No.) |

CITY OF OXNARD – SPECIAL DISTRICTS

LANDSCAPE MAINTENANCE DISTRICT * COMMUNITY FACILITIES DISTRICTS
WATERWAYS ASSESSMENT DISTRICTS * MAINTENANCE ASSESSMENT DISTRICTS

COMMUNITY FACILITIES DISTRICTS	
1 & 2 – Westport at Mandalay Bay	7 – Wagon Wheel
3 & 4 – Seabridge at Mandalay Bay	8 – Sakioka Farms
5 – Riverpark	9 – Northshore at Mandalay Bay

LANDSCAPE MAINTENANCE DISTRICTS	
3 – Riverridge	37 – Pacific Cove
10 – Country Club	38 – Aldea Del Mar
11 – St Tropez	39 – El Sueno Promesa
12 – Standard Pacific	40 – Cantada
13 – Le Village	41 – Pacific Cove
14 – California Cove	42 – Cantabria/Coronado
16 – California Lighthouse	43 – Greenbelt
23 – Greystone	46 – Daily Ranch
24 – Vineyards	47 – Sycamore Place
25 – The Pointe	49 – Cameron Ranch
27 – Rose Island	50 – PV Senior Housing
28 – Harborside	51 – Pfeiler
30 – Haas Automation	52 – Wingfield
31 – Rancho De La Rosa	53 – Huff Court
32 – Oak Park	54 – Meadowcrest
33 – El Paseo	55 – Wingfield West
34 – Sunrise Pt/Sunset Cove	58 – Westwind
36 – Villa Santa Cruz	60 – Artisan

MAINTENANCE ASSESSMENT DISTRICT
4 – Mandalay Beach/Colony

WATERWAYS ASSESSEMENT DISTRICTS	
Zone 1 – Mandalay Bay Zone	2 – Harbour Island

Proposed Maintenance to Remain MAD 4 Responsibility

MAD No. 4
(Mandalay Beach/Colony/Hotel)



- DISTRICT BOUNDARY
- PATH (32,751 SQ FT)
- PLANTER (53,720 SQ FT)
- SAND / DUNE (324,074 SQ FT)
- TURF (66,943 SQ FT)
- CITY BOUNDARY



Page 1 of 2

Coordinate System: NAD 1983 StatePlane
California FIPS 0405 Feet

Source: City of Oxnard & Ventura County

District boundaries and authorized improvements are
subject to change based on the final formation documentation



A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OXNARD
REVISING A MAINTENANCE COST FOR AND SPREADING THE
ASSESSMENT ON PARCELS IN THE MANDALAY BEACH AND
LANDSCAPING MAINTENANCE DISTRICT FOR THE FISCAL YEAR
1988-89.

WHEREAS, as a condition to development imposed by the Coastal Commission and as a provision of the development agreement with the City of Oxnard, the City was required to form a maintenance district to maintain the 36-acre beach area together with various landscaping and bicycle and pedestrian paths to be developed in connection with Tract No. 2923; and

WHEREAS, by Resolution No. 8571 adopted November 1, 1983, the City Council declared its intention to form such a district; and

WHEREAS, by Resolution No. 8586 adopted November 22, 1983, the City of Oxnard did form the Mandalay Beach and Landscaping Maintenance District; and

WHEREAS, the City is now required to estimate the cost of maintaining the beach area as dedicated by the developer of Tract No. 2923 and all landscaping within such tract located within public rights-of-way.

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

1. That the maintenance cost for the Mandalay Beach and Landscaping Assessment District, as established by Resolution No. 8586, is hereby approved as follows:

- Landscape Maintenance Costs.....\$20,000
- Beach Maintenance Costs, based on the..... 35,236
Mandalay project's assumption of 60% of the
cost of maintaining the 36-acre beachfront.

TOTAL.....\$55,236

2. That this cost shall be wholly apportioned to the various property owners within Tract 2923 according to existing recorded covenants, codes and restrictions entered into by the developer, to wit:

- 25% of the landscape maintenance costs and 75% of the beach maintenance costs, are to be borne by the owners of the hotel site (APN #191-0-380-105).
- 75% of the landscape maintenance costs and 25% of the beach maintenance costs are to be equally divided among the residential condominium owners within The Colony development.

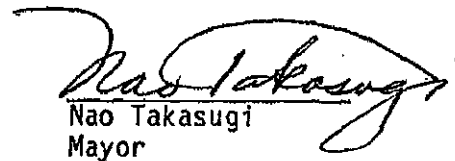
3. That in accordance with Government Code, Section 36936.1, the City Clerk is instructed to cause this resolution to be published one time in the Press-Courier within 15 days after adoption.

Passed and adopted this 5th day of July, 1988, by
the following vote:

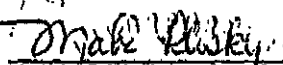
AYES: Council Members: Lopez, Maron and Takasugi.

NOES: Council Members: Johs and Plisky.

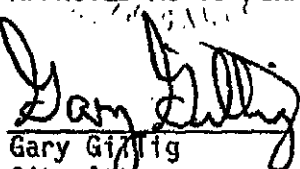
ABSENT: None.


Nao Takasugi
Mayor

ATTEST:


Mabi Plisky
City Clerk

APPROVED AS TO FORM:


Gary Gilling
City Attorney

7-6-88

Adoption of Resolution for the FY 2024-25 Levy of Assessments in Mandalay Beach Maintenance District

Finance & Governance Committee
May 14, 2024

City Council
June 4, 2024

Anthony Miller
Interim Special Districts Manager

RECOMMENDATION

That the Finance & Governance Committee recommend that the City Council, acting as the legislative body for the Mandalay Beach Maintenance District:

1. Hold a Public Hearing on June 4, 2024 to receive public testimony regarding the proposed Fiscal Year 2024-25 assessments for the Mandalay Beach Maintenance District; and
2. Adopt a resolution to levy the special tax assessment for Fiscal Year 2024-25 within the Mandalay Beach Maintenance District.

RECOMMENDATION

That the City Council, acting as the legislative body for the Mandalay Beach Maintenance District (MAD 4):

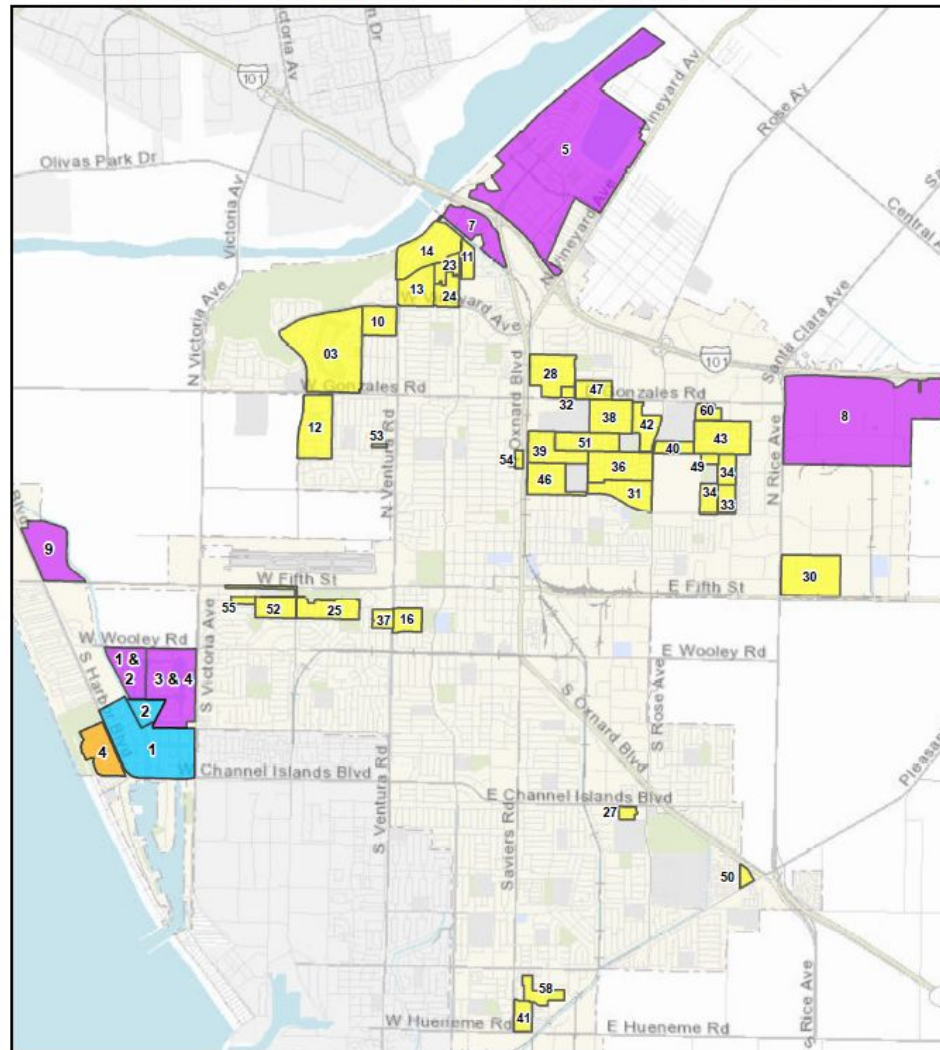
1. Hold a public hearing to receive public testimony regarding the proposed Fiscal Year 2024-25 assessments for the Mandalay Beach Maintenance District; and
2. Adopt a resolution to levy the special tax assessment for Fiscal Year 2024-25 within the Mandalay Beach Maintenance District.

BACKGROUND

- On November 22, 1983, the Mandalay Beach Maintenance District (“District” or “MAD-4”) was formed pursuant to the Improvement Act of 1911, in order to recover the cost of the City’s maintenance of a 36-acre beach area, plus landscaping on public rights-of-way within Tract No. 2923
- July 1, 1986: City’s responsibility to maintain the above-mentioned areas became effective
- July 5, 1988: City Council adopted Resolution No. 9,500, which shifted the bulk of the District’s beach maintenance costs from residents of The Colony to the Mandalay Beach Resort Hotel

MAP OF SPECIAL DISTRICTS IN THE CITY OF OXNARD

CITY OF OXNARD SPECIAL DISTRICTS



- | | |
|--|---|
| Maintenance Assessment District (District No.) | Community Facilities District (District No.) |
| Waterway Assessment District (Zone No.) | Landscape Maintenance District (District No.) |

More information can be found at:

oxnard.org/city-department/finance/special-assessment-districts/

DISCUSSION

- Total assessment levy for Fiscal Year 2024-25 is \$39,446 which funds expenses for landscape and beach maintenance.

Landscaping (\$21,346)

The District maintains the landscape areas along Falkirk Avenue, Harbor Boulevard, Mandalay Beach Road, Costa del Oro, and the bikeway/greenbelt along the southerly property line. Based on an agreement between the residential developers and the Mandalay Beach Resort Hotel executed in February 1984 - \$21,346 allocated cost:

- 75.4% to The Colony residential development of \$16,095
- 24.6% to the Embassy Suite hotel of \$5,251

DISCUSSION

Beach Maintenance (\$18,100)

- District bears 60% of the beach maintenance cost. Of that, 75.4% is paid by the Embassy Suites hotel and 24.6% is paid by the Colony.

Annual Costs = \$30,092	<u>District</u>	<u>City</u>
Percent Share of \$30,092	x 60%	x 40%
FY 2022-23 Shared Costs	\$18,055	\$12,037
County Collection Fee	\$45	\$0
Total Beach Maintenance Cost	\$18,100	\$12,037
Embassy Suite's Share (75.4%)	\$13,647	\$0
Colony's Share (24.6%)	\$4,453	\$0

FINANCIAL IMPACT

- City will assess property owners in Fiscal Year 2024-25 to pay landscape maintenance costs and 60% of beach maintenance costs for the Mandalay Beach Maintenance District.
- City's portion of the beach maintenance, 40% equaling \$12,037, will be included as a transfer out contribution to MAD 4 from the General Fund in Fiscal Year 2024-25



QUESTIONS



FINANCE AND GOVERNANCE COMMITTEE AGENDA REPORT

REPORTS AGENDA ITEM NO. D.3

DATE: May 14, 2024

TO: Finance & Governance Committee

FROM: Javier Chagoyen-Lazaro, Chief Financial Officer, (805) 200-5400,
javier.chagoyenlazaro@oxnard.org

SUBJECT: Increase Appropriations in the FY2023-24 General Fund Operating Budget to Transfer Funds to the State Gas Tax Fund to Restore State Gas Tax Fund Balance. (5 minutes)

RECOMMENDATION

That the Finance and Governance Committee recommend that City Council approve the transfer of funds from the FY 2023-24 General Fund (101) Operating Budget to the State Gas Tax Fund (181) in the amount of \$3,300,000, to restore a fund balance deficit of the State Gas Tax for prior year activity, as well as projected budgetary deficits in FY 2023-24 and FY 2024-25.

Please click the following link to view the required Measure M pre-recorded presentation video titled General Fund Transfer to State Gas Tax Fund: <https://youtu.be/yQZGBFe0tOQ>

BACKGROUND

The City of Oxnard receives an annual allocation of State Gas Taxes pursuant to Streets and Highways Code Section 2101. This allocation is spent on improvements to roadways as one of many funding sources available to the City, the primary funding source being the General Fund. Over the last few years, the State Gas Tax Fund within the City's budget has generated a deficit fund balance whereby expenditures have exceeded revenues. As of June 30, 2023, this deficit was calculated as \$2,723,464. Staff projects that this deficit will grow by approximately \$250,000 in each of FY 2023-24 and FY 2024-25, requiring an estimated \$3,300,000 to balance the fund over this time period.

DISCUSSION

The State Gas Tax Fund is managed by the Public Works Department, who are reviewing the allocation of labor and other resources to the State Gas Tax Fund in order to ensure the fund remains balanced going forward.

This deficit was a result of three main factors that are explained in detail below:

1. Introduction of Road Maintenance and Rehabilitation Act (RMRA)

The City began receiving RMRA funding in FY 2017-18. For the first two years, the revenue and expenditures were recorded in the State Gas Tax Fund, combining new RMRA funds with Gas Tax Highway Users Tax Account (HUTA) in a single fund. In FY 2019-20, as recommended by the League of California Cities, the City created a new fund specific to RMRA Gas Tax (20232(h)(2)) (Fund 185) for RMRA. This segregation was made to allow for better tracking and easier auditing by the State

Controller’s Office and the City’s independent financial auditor. These two funds combined have a positive fund balance, and are reported together in the City’s Annual Comprehensive Financial Report (ACFR). An accounting journal was recorded in FY 2019-20 to transfer RMRA related revenues out of Gas Tax Fund and into RMRA Fund. While revenues of \$7.1M (Jan 2018 - Feb 2020) were transferred, as they could be easily identified, approximately \$1.8M in expenditures were transferred via Council action for Public Works Road and Signal Maintenance Project 203009, as well as an additional \$1.1M of expenditures leaving approximately \$4.2M net expenditures. No further adjustments have been made to reclassify the expenditures that remained in the Gas Tax Fund, resulting in a large reason for the current deficit fund balance.

2. Refunding Debt with Economic Benefit, but Initial Higher Expenditure

In FY 2019-20, the City's revenues and expenses included bond refunding transactions. Despite deriving benefits from lower interest payments and decreased financing costs over the bond term (estimated average annual cash flow savings of \$0.4M over the 18-year term, maturity date 3/1/2037), a reduction of \$1.8 million in the Fund balance occurred in FY 2019-20 due to this refinancing initiative (cash outflow in excess of inflow due to payoff of original debt issuance).

3. Reductions in Gas Tax receipts in comparison to net expenditures.

Allocations of State Gas Tax have been difficult to project over the last decade due to factors such as electric vehicle sales growth. Year-over-year expenditures remained higher in comparison to the revenue, contributing to the increase in the deficit for this fund. This is partly due to the assumption that Full Time Equivalents (FTEs) staff allocated to Fund 181 would support capital projects and labor charges be reimbursed from other funding sources supporting various projects. However, the project support recovery had been relatively low compared to labor costs. Additionally, while HUTA revenues remained relatively stable in recent years, the revenues did decrease approximately 16% comparing FY 2022-23 of \$5.1M to FY 2013-14 of \$6.1M and did not keep pace with the rising costs associated with FTEs and other operating expenses.

State Gas Tax (\$millions)	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Revenue	\$4.5	\$5.8	\$7.8	\$24.4	\$5.2	\$5.0	\$5.6
Expense	6.1	7.0	7.0	26.4	5.3	5.7	5.7
Net	\$(1.6)	\$(1.2)	\$+0.8	\$(2.0)	\$(0.1)	\$(0.7)	\$(0.1)

FY17-18 and FY18-19 include RMRA activity. Bond Refunded in FY19-20.

As stated earlier in the report, State Gas Taxes are one source of funding for street and right-of-way maintenance and repair, and provide a material benefit to the City, supplanting the amount of General Fund revenue that would otherwise be required to fund needed repairs and improvements. It was never the intent of the gas tax legislation to completely eliminate an agencies' General Fund from paying for pavement repairs as each agency has a Maintenance of Effort requirement that it has to meet and certify annually. Therefore, staff recommend this one-time transfer from the General Fund of \$3.3 million to straighten out the accounting with ongoing adjustments to expenditures in future budgets as necessary to ensure the State Gas Tax Fund has no deficit as of June 30, 2025.

STRATEGIC PRIORITIES

This agenda item supports the Economic Development strategy. The purpose of the Economic Development strategy is to focus on the retention and expansion of Oxnard businesses by increasing the skills and employability of our local workforce, invite new business investments, and target site-based redevelopment opportunities.

This agenda item is a routine operational item or does not relate to the five strategic priorities adopted by City Council on March 16, 2021.

FINANCIAL IMPACT

Staff projected at mid-year that the FY 2023-24 General Fund Operating Budget will likely generate a surplus with revenues anticipated higher than budget and some expenditure savings projected. This item would appropriate \$3,300,000 of Transfer Out expenditures from available reserves to the Non-Departmental department and an estimated Transfer In revenue within the State Gas Tax fund of \$3,300,000. Any unused revenues within the State Gas Tax Fund as at June 30, 2024, will remain as a spendable fund balance within that fund, and anticipated to be consumed in FY 2024-25 given the proposed budget for FY 2024-25 includes an excess of expenditure over revenues.

Prepared by: Mark Sewell, Assistant Chief Financial Officer

ATTACHMENTS

1. Presentation

INCREASE TO APPROPRIATIONS AND THE TRANSFER OF FUNDS FROM THE GENERAL FUND TO THE STATE GAS TAX FUND TO RESTORE THE STATE GAS TAX FUND BALANCE

Finance and Governance Committee
May 14, 2024

Mark Sewell, Assistant Chief Financial Officer



That the Finance and Governance Committee recommend that City Council approve the transfer of funds from the FY 2023-24 General Fund (101) Operating Budget to the State Gas Tax Fund (181) in the amount of \$3,300,000, to restore a fund balance deficit in the State Gas Tax Fund for prior year activity, as well as projected budgetary deficits in FY 2023-24 and FY 2024-25.



- The City of Oxnard receives an annual allocation of State Gas Taxes pursuant to the Streets and Highways Code Section 2101.
- State Gas Tax reported as separate Fund.
- One of many funding sources for Streets and Right of way.
- State Gas Tax in deficit
 - \$2.8 m in deficit as at June 30, 2023.
 - Deficit anticipated to grow to \$3.3m by June 30, 2025.
- Recommend Transfer of \$3.3m from General Fund in FY 2023-24.
- Future Budgets (from FY2025-26) to balance to anticipated Gas Tax Proceeds.



- New Road Maintenance and Rehabilitation (RMRA) Fund
 - Co-mingled until FY 2019-20
 - More revenue transferred out to RMRA than expenses
 - Left a deficit in State Gas Tax Fund.
- Bond Refunding in FY 2019-20
 - Impact on fund balance in FY 2019-20
 - “Saving” \$0.4M annually in debt service
 - Other expenditures added to fund over time.
- Differences regarding City Labor recharges
 - Staff allocated to the State Gas Tax Fund
 - Recharges for eligible projects lower than budgeted.
 - Creates a short fall in revenues.



TRENDS OVER TIME

5

Table. 1 - Reported

Legacy Fund 181 (State Gas Tax)	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23
Revenue	4.5	5.8	7.8	24.4	5.2	5.0	5.6
Expense	6.1	7.0	7.0	26.4	5.3	5.7	5.7
Net Change	(1.6)	(1.2)	0.8	(2.0)	(0.1)	(0.7)	(0.1)

Table. 2 – Remove Refunding debt

Strip out Refunding	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23
Revenue	4.5	5.8	7.8	4.6	5.2	5.0	5.6
Expense	6.1	7.0	7.0	4.6	5.3	5.7	5.7
Net Change	(1.6)	(1.2)	0.8	(0.0)	(0.1)	(0.7)	(0.1)

Table. 3 - Underlying

Strip out Refunding and RMRA	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23
Revenue	4.5	4.6	4.0	4.6	5.2	5.0	5.6
Expense	6.1	7.0	6.0	4.6	5.3	5.7	5.7
Net Change	(1.6)	(2.4)	(1.9)	(0.0)	(0.1)	(0.7)	(0.1)

Many Years of deficit balances have led to the \$2.8m deficit balance as at June 30, 2023



- State Gas Taxes used to pay for streets and right of way projects
- Reduces the need for General Fund dollars
- Transferring now resolves a negative fund balance for FY 2023-24.
- Provides sufficient fund balance until June 30, 2025.
- Staff to review expenditures and revenues for balanced budgets for FY2025-26 and beyond.



That the Finance and Governance Committee recommend that City Council approve the transfer of funds from the FY 2023-24 General Fund (101) Operating Budget to the State Gas Tax Fund (181) in the amount of \$3,300,000, to restore a fund balance deficit in the State Gas Tax Fund for prior year activity, as well as projected budgetary deficits in FY 2023-24 and FY 2024-25.



Thank You





FINANCE AND GOVERNANCE COMMITTEE AGENDA REPORT

REPORTS AGENDA ITEM NO. D.4

DATE: May 14, 2024

TO: Finance & Governance Committee

FROM: Javier Chagoyen-Lazaro, Chief Financial Officer, (805) 200-5400,
javier.chagoyenlazaro@oxnard.org

SUBJECT: FY 2024-25 Proposed Budget. (10 minutes)

RECOMMENDATION

That the Finance and Governance Committee recommend that City Council and Housing Authority Board conduct a public hearing on the Fiscal Year (FY) 2024-25 proposed budget on June 4, 2024, for the City of Oxnard and Oxnard Housing Authority and provide staff direction regarding any adjustments to the proposed budget, in preparation for final budget adoption on June 18, 2024.

Please click the following link to view the required Measure M pre-recorded presentation video titled Fiscal Year 2024-2025 Budget Preview: <https://youtu.be/XCXcnjxX62k>

Please click the following link to view the required Measure M pre-recorded presentation video titled Additional Information on Fiscal Year 2024-25 Proposed Annual Budget: <https://youtu.be/HD51D-WY500>

BACKGROUND

In addition to the Measure M video, the city will release a budget preview podcast the week of May 13, 2024, for public viewing (www.oxnard.gov/fiscal-year-2024-2025-budget). The proposed budget as provided in the presentation outlines information on where the City of Oxnard prioritizes services and infrastructure to its residents.

This agenda report covers the projected revenues, expenditures and available fund balances for the City's six major funds, including the General Fund, Measure O (Half-Cent Sales Tax) Fund, Water Fund, Wastewater Fund, Golf Fund and Environmental Resources (solid waste) Fund. The Citywide proposed budget is approximately \$760.5 million, which includes the General Fund group: landscape maintenance and community facilities district funds, special revenue funds, assessment district funds, enterprise funds, internal service funds and Housing Authority funds. The total budget appropriation amount will include transfers to capital projects amounting to \$200.9 million.

The figures presented represent the City of Oxnard funds (excluding the Housing Authority, which is scheduled for Council Committee on May 28, 2024 and City Council on June 18, 2024) and are preliminary and may be revised between the May 14, 2024, Finance and Governance Committee and the June 4, 2024, City Council/Housing Authority Board public hearing. Significant changes are not anticipated; however, adjustments may be made to reflect the most current available information, especially since the Capital Improvement Plan, Housing Authority Budget, Landscape Maintenance and Community Facility District budget (Special Districts), and Community Facility District budgets are being developed and considered during

the same time periods as the City Budget.

New Budgeting Software

The Proposed FY 2024-25 Operating and Capital Budgets were prepared using new software for the first time. This software has helped to provide additional efficiency and real-time information throughout the process of building and refining the budget. The City has many funds and subfunds, and the online budget tool provides a lot of additional detail regarding the funds described in detail in this report as well as those other funds. Staff recommends that interested stakeholders review the budget document for a full and complete picture of all City funds.

Capital Improvement Projects (CIP)

Public Works staff presented the CIP to the Public Works and Transportation Committee on April 23, 2024. The Committee voted to defer making recommendations regarding the prioritization of General Fund and Measure O CIP projects to the full City Council. The CIP plan in the proposed budget includes \$11.3 million in new capital projects funded by the General Fund and \$14.0 million funded by Measure O. These projects are listed in the Capital Improvement Projects section of the digital online budget document.

The City Council will receive the Recommended Five-Year CIP plan report and be asked to provide recommendations for funding at its May 21, 2024, regular meeting.

Special Districts

The budget and assessment process for Special Districts is unique and requires additional steps from many of the other City operating budgets. The City Council reviews and approves the FY 2024-25 operating budget for each of the special financing districts through the annual assessment process. As such, the overall City's FY 2024-25 proposed operating budget includes proposed budget numbers for special financing districts, but are not final until such time the City Council has gone through the required assessment process. This year, Public Works staff anticipates the annual assessment process to take place at the City Council meetings on June 4, 2024, June 18, 2024, and June 27, 2024 (if needed). Once these annual assessment procedures are concluded, the approved special districts' operating budgets will be included into the overall City operating budget for FY 2024-25. Numbers included on the budget website for Special Districts should not be regarded as final at this time.

DISCUSSION

Over the last couple of years, the City has been on a path to restoring services by maintaining adequate public safety, restoring proper paving street cycles, improving cybersecurity, and maintaining financial stability. For the FY 2024-25 proposed budget, as was the case with the FY 2023-24 adopted budget, staff continue to acknowledge challenges including supply chain disruptions, inflation, labor shortages and the Mr. Starr bonding litigation. These challenges have forced the City to slow the pace in terms of restoring programs and investing in infrastructure and enhancing the quality of life. It should be noted that the City has benefited from increases in a number of general tax categories, most notably Sales Tax as a result of the Amazon Fulfillment Center operating within the City limits over the last few years. Increases in the federal interest rate has also had a short-term positive impact on interest income earned on the City's cash and investment balances too. These positive revenues are not likely to continue but have contributed to a record surplus within the General Fund projected by June 30, 2024. Because this is likely not an ongoing revenue increase, staff continues to recommend limited additions of ongoing programs and one-time projects in the budget, which are described in the following major fund areas.

In developing the proposed budget for FY 2024-25, careful consideration was given to maintaining and

improving the financial position of the City. Oxnard's General Fund has a current Issuer Credit Rating (ICR) from Standard and Poor's. Oxnard's General Fund is currently rated A+, which is slightly lower than neighboring communities such as the cities of Camarillo, Thousand Oaks, and Ventura. The City is on a good path toward improving this rating one notch upward to AA. Credit ratings are important as they affect the price paid to finance infrastructure and reflect financial management practices and resiliency in maintaining city services. Staff is confident that when the City is able to re-access bond markets, its current financial position will be looked upon favorably by external credit rating agencies and may be sufficient to warrant an upgrade.

The following is information about the FY 2024-25 proposed budget for each of the major funds. The Environmental Resources fund includes the recently approved rate structure generating much needed additional revenues, the Water fund reflects the second year of the multiyear water rates adopted by City Council, while Wastewater and Golf continue to budget for the expenditures necessary to maintain infrastructure and deliver services similar to last year's budget. Capital programs are proposed with supply chain issues, labor shortages and revenue availability taken into consideration.

General Fund (101)

The City has made significant progress towards fiscal sustainability since facing a structural budget deficit of \$9.2M in 2019. Today the City anticipates a budget surplus of approximately \$35M by the end of fiscal year 2023-2024. While the surplus is an important milestone, we should consider this as one-time funding that is attributed to the new sales tax allocation from the single Amazon Fulfillment Center, one-time revenue from the American Rescue Plan Act, and slightly higher interest earnings. This surplus provides the opportunity to reinforce the Oxnard City Council's priority of securing long-term financial stability by using the bulk of the funds to pay down long-term debt. While the community may not see or experience the benefits of this choice today, it is the right action to keep our City on the path of adhering to sound financial principles.

Revenues

General Fund revenues are projected at \$235.7 million, \$11.8 million (5.3%) greater than the prior year Adopted Budget. The projected change is primarily due to a \$9.4 million increase in general taxes, with non-tax revenue also projected \$2.4 million (8.4%) higher than prior year Adopted Budget. The 1% Bradley Burns sales tax (the City's share of the County pool) has been a strong contributor to the General Fund over the last couple of years and is projected to grow another \$4.4 million (8.6%) in Fiscal Year 2024-25 compared to prior year adopted budget. The 1.5% Measure E local sales and use tax has had more modest growth at \$0.1 million (0.2%) reflecting the slower trend within the City. Many California cities are seeing flat or declining sales tax forecasts in part due to the increase in interest rates at the federal level affecting sectors such as auto sales and other larger discretionary categories.

Property values have again increased following a fairly level year in 2023; the median home price in Oxnard increased 7.8% to \$741,282 in April 2024 compared to April 2023. Since January 2020, the median home price in Oxnard is up 28.4% or \$164,179. Continuing inflation allows for the maximum allowable increase in assessed value under Proposition 13. It is fair to say that higher federal interest rates, and thus mortgage rates, has had some impact on the housing market. However, the City's revenue projection for its portion of levied property tax, including real property transfer tax for FY 2024-25, is projected to grow by \$3.3 million (4.7%) to \$72.8 million.

Transient occupancy (hotel) tax revenue is projected to increase again in FY2024-25 to \$5.8 million, a rise of \$350,000 or 6.4% compared to FY 2023-24 Adopted Budget. The budget does not include any new hotels expected to come online in FY 2024-25.

Finally, non-tax revenues are projected to grow by \$2.4 million (8.3%) higher compared to last fiscal year, primarily a result of higher federal interest rates and the ripple effect to the City's investment portfolio.

Expenditures

Total General Fund expenditures are projected at \$255.7 million, of which \$20.0 million is proposed to represent the investment of a portion of the City's one-time surplus as contributions towards the City's long term debt related to pensions. The remaining \$235.7 million – in line with FY 2024-25 proposed revenues, is the proposed budget to support ongoing services to Oxnard residents. The FY 2024-25 Proposed Budget of \$235.7 million represents a \$10.8 million (4.8%) increase compared to FY 2023-24 Adopted Budget. The increase in expenditures mirrors the increase in revenues ensuring a prudent growth that can be funded with ongoing revenues.

The FY 2024-25 Proposed Budget includes \$3.1 million in ongoing expenditures in relation to employee pay and benefit increases approved by Council and anticipated changes for bargaining groups with no current agreement beyond FY 2023-24. The Proposed Budget includes \$4.3 million additional funding for the City's Internal Service Funds (ISF) – primarily Information Technology (IT) as the department continues to deliver much needed infrastructure, software and cyber security enhancements. The Proposed Budget also includes a \$1.5 million additional contribution to the Workers' Compensation Insurance Fund, helping to reduce some of the deficit in that fund. There are ten new General Fund positions, as well as various reclassifications, resulting in a net cost of \$0.9 million. In addition, there are four reductions in Police sworn positions to fund external contracts for no dollar impact.

Furthermore, Public Safety budgets are increasing by \$3.8 million of new funding with the Oxnard Police Department increasing by \$1.1 million for items including overtime (\$0.5 million), patrol vehicle leases (\$0.3 million), Ventura County Animal Shelter cost increase (\$0.1 million), and body worn cameras and utilities adjustments due to inflation (\$0.2 million). The Fire Department proposal includes an increase of \$2.7 million in ongoing funding, including overtime increases for mandated station coverage (\$1.9 million), Fire vehicle leases (\$0.4 million), transfer of three grant-funded firefighters to the General Fund (\$0.3 million), and smaller items totaling \$0.1 million.

Public Works increases in proposed funding total \$1.5 million include utilities adjustments due to inflation (budgets have not increased for a number of years) of \$0.9 million covering electricity, fuel, gas, ER, water and wastewater costs for operating and maintaining the City's parks and infrastructure. Also included is the purchase of much needed machinery including a bucket truck and park vehicle leases for a total of \$0.5 million. Inflationary adjustments for other contracts and services add another \$0.1 million.

Community and Cultural Services proposes an additional \$0.5 million in funding to provide adequate funding for temporary labor of \$0.3 million. (Previous budgets were calculated prior to the \$15.50 minimum wage being enacted.) The Proposed Budget also enhances library security services, adds training and development of staff, and includes additional funding needed to accommodate increased costs associated with the Junior High Graduation event for a total of \$0.2 million.

Finally, the City Manager's Office has proposed \$0.5 million necessary to initiate a plan to come into compliance with Native American Graves Protection and Repatriation Act, related to the Carnegie Art Museum Collection. The City Manager's Office also includes \$1.5 million as a non-departmental contingency for any unforeseen events within Fiscal Year 2024-25 given the level of uncertainty around the economy and political events occurring nationwide and around the world.

Continued Impact of Bond Litigation

The Fiscal Year 2023-24 Adopted Budget included \$11.1 million to cash fund Capital Improvement Plan (CIP) projects that included \$4.0 million in Streets and \$3.0 million in ERP project funding that would otherwise have been paid with bond financing. Staff recommends this because the court decision in the City's favor is

currently under appeal. However, the City can only do this due to the one-time surplus, and it cannot continue to fund CIP with cash at this level for multiple years. Issuing debt service is a standard practice for cities across the nation to implement CIP programs, while maintaining reserves, and aligning the benefits provided to the community by major infrastructure projects with how to pay for the cost to execute those projects.

The General Fund's current debt service, including the Measure O loan payment for FY 2024-25, and excluding vehicle lease purchase loans, is budgeted at \$5.9 million and represents approximately 2.6% of the General Fund proposed operating expenses. This is below the 10% limit established by the City's Debt Management Policy.

Hiring Market Continues to be Challenging

Included in the proposed budget is \$11.0 million of anticipated net personnel savings resulting from unfilled positions. The vacancy savings are based on recent trends experienced by the City. Vacancy rates are significant due to labor shortages that are being experienced throughout the country. The Human Resources Department continues to face significant hiring challenges with rising wages and increased competition due to low unemployment.

As of March 31, 2024, there were 164 vacant of 1475.75 authorized FTE positions throughout the City with a vacancy rate of 11.18 percent of approved positions. Staff recommends incorporating a modest assumption of vacancies into the City's annual General Fund budget. For FY 2024-25 an \$11.0 million proposed vacancy savings represents about a 9% vacancy rate compared to the FY 2023-24 assumption of 9.25%.

Note, The General Fund made its last court ordered reimbursement of the Infrastructure Use Fees to the Utility Funds in FY 2023-24.

Fund Balance

The City's Fiscal Year 2022-23 Annual Comprehensive Financial Report (ACFR), which was presented to the City Council at the March 19, 2024 meeting, contained information regarding the general fund balance. It was reported that the general fund had a fund balance at the end of FY 2022-23 above the Council reserve policy target of 13%.

Staff project revenues to exceed expenses by \$12.0 million in FY 2023-24, which would result in a spendable fund balance by June 30, 2024 of \$62.8 million, which is \$35.0 million above the Council reserve policy of \$27.8 million.

The FY 2024-25 Proposed Budget includes expenditures \$20.0 million in excess of revenues, and a recommended acceleration to the Council policy reserve target of 16.6% as explained below, resulting in an anticipated spendable fund balance of \$42.8 million, \$5.5 million over the recommended Council reserve target of \$37.3 million (16.6% of operating expenditures).

The surplus takes a number of months to calculate and will be confirmed following completion of the annual audit and FY 2023-24 ACFR by December 2024.

Given this record one-time surplus, the City Manager recommends one-time investments to continue to improve the City's long-term financial position. The recommendation includes the allocation of \$9.5 million to meet the Council's ultimate goal of 16.6% of operating budget (\$37.3 million) in reserve, four years ahead of schedule, the allocation of \$20.0 million as a payment to long term pension debts, and leaving \$5.5 million in abeyance to revisit at mid-year. Given the proposed budget for FY 2024-25 is a balanced one, this would mean if the City were to meet its budget for both revenue and expenditures, the predicted FY2024-25 ending surplus as at June 30, 2025, is \$5.5 million (2.4%) in addition to the City's reserve policy of 16.6 percent of the

operating budget.

The available fund balance would only include reserves that are “assigned” and “unrestricted” as defined by Government Accounting Standards Board Statement Number 54. Staff recommends amending the “Establishing Financial Management Policies” resolution to endeavor to maintain a minimum reserve of 16.6% of the adopted operating budget from Fiscal Year 2024-25 on, as attached to this staff report. This resolution includes additional recommended changes to improve operational efficiency, while maintaining administrative approval for specific carryover and budget appropriations. The rest of the resolution is identical to the one with the same title in FY 2023-24. Furthermore, Staff propose minor modifications to the resolution approving the City Operating and Capital Improvement Budget in similar manner to enable administrative approval for these same carryovers of budget. Both resolutions are “red-lined” to show the recommended changes from prior year adopted resolutions with regard to these changes and are included within the attachments to this report.

For additional detail, refer to the General Fund tables in Attachment 3.

Measure O Fund (104)

Revenues

FY 2024-25 revenue from the Measure O half-cent sales (transactions and use) tax is proposed at \$21.6 million, a \$0.2 million (0.9%) increase over the FY 2023-24 budget. Similar to Measure E sales taxes mentioned in the General Fund narrative, local sales tax receipts have reflected a slow down across a number of categories. This is reflected in a \$0.2 million reduction (0.9%) in FY 2024-25 to \$19.3 million proposed. Interest income has benefited from rate rises and is projected at \$0.5 million, an increase of \$0.4 million (390%) compared to the FY 2023-24 Adopted Budget.

It is noted that FY 2024-25 is the last year of repayments of a loan between the General Fund and Measure O, reflecting \$1.9 million in proceeds for the Measure O fund.

Expenditures

Long term planning must incorporate that the Measure O half-cent sales tax will terminate on March 31, 2029. The Measure O Committee recommended on April 28, 2022, and Council adopted on June 7, 2022, a Measure O Weaning Schedule to ensure we are slowly and methodically moving Measure O funded ongoing programs to an alternative source such as the General Fund. The focus of any new additions to the Measure O Fund is for one-time projects. The Committee met most recently on April 25, 2024, to review updates to the weaning schedule. In FY 2024-25, as previously adopted by Council, staff is weaning \$1.1 million from Measure O to the General Fund. Of this, \$1.0 million relates to the Enhanced Computer Aided Dispatch (the 911 system), Records Management and Mobile Data Computers Systems, with the remaining \$0.1 million reflecting the Integrated Library System and Library Wifi projects.

The FY 2024-25 Measure O Proposed Budget includes a \$14.0 million transfer to the Capital Outlay Fund of the General Fund to cash fund project execution while the bond litigation is ongoing. The \$14.0 million is identified in the Capital Improvement Project page in the City’s Proposed Budget. The list includes funding for Neighborhood Street Resurfacing \$5.0 million, Citywide Alleyways \$4.0 million, Mandalay Sea Walls \$2.5 million, Traffic Signal Modification \$1.0 million, Public Restroom Improvements \$1.0 million and other projects totaling \$0.6 million. The City is also adding new one-time operating funding totaling \$0.9 million in equipment, rent stabilization and election funding.

Fund Balance

Measure O Fund surplus was \$17.5 million as at June 30, 2023. A surplus of \$15.7 million is forecast as at June

30, 2024. The Proposed FY 2024-25 budget revenues of \$21.6 million and expenditures of \$22.6 million result in a use of fund balance of \$1.0 million, leading to a surplus of \$14.7 million at the end of FY 2024-25. The projected ending fund balance as of June 30, 2024, along with the Weaning Schedule, is adequate to support paying down debt in future years and supporting one-time projects until Measure O sunsets in FY 2028-29.

For additional detail, refer to the Measure O tables in attached Attachment 3.

Enterprise Funds

The Water, Wastewater, Environmental Resources and Golf Funds section of this staff report excludes the transfer in and transfer out transactions necessary to move money between funds within the same division. All numbers quoted for total revenue and expenses net these transactions out. The Budget Forecast section of the digital version of our annual budget publication shows a five year forecast for each enterprise fund.

Water Funds (601-609)

Revenues

FY 2024-25 Water Fund revenues are projected to be \$71.4 million, and increase by \$1.7 million, (2.5%) compared to FY 2023-24 Adopted Budget at \$69.9 million. Water Sales, of which approximately 93% result from utility fees paid by users, are projected to total \$65.9 million a \$0.7 million, (1.3%) reduction when compared to the FY 2023-24 Adopted Budget. FY 2024-25 marks the second year of the recently adopted rate study and so includes an assumption of an average +9.5% increase in water rates. The amount of water to be consumed by water fund customers is proposed to be lower in FY 2024-25 than what was assumed in FY 2023-24 based upon recent experience since the FY 2023-24 budget was approved.

Other revenues are proposed to grow by a total of \$2.2 million (67.1%). Interest income is the largest single variance included in the FY 2024-25 proposed budget at \$1.8 million, an increase of \$1.4 million (428.1%) compared to the FY 2023-24 Adopted Budget.

Note, the Water Fund received its last court ordered reimbursement of Infrastructure Use Fees from the General Fund in FY 2023-24.

Expenditures

FY 2024-25 Water Fund expenditures are proposed at \$82.0 million, which is \$12.1 million (17.4%) higher than the Adopted Budget for FY 2023-24. \$10.4 million of this increase is new funding for CIP projects. These projects are listed in the Capital Improvement Projects page in the budget document and include Recycled Water Aquifer Storage and Recovery for \$4.5 million, Water Production SCADA Improvements at \$2.0 million, and Groundwater Desalter Improvements at \$1.0 million. Other projects account for the remaining \$2.9 million.

Salaries and benefits are projected at \$0.7 million higher than last year. Services and supplies are increasing by \$0.7 million. Transfers out for Internal Service Funds and other supplies account for the other \$0.3 million in increases.

Fund Balance

The combined Water Funds had a total spendable fund balance of \$25.5 million, which includes a surplus of \$8.7 million above the reserve target amount of \$16.8 million as at June 30, 2023. A surplus of \$3.0 million is projected for FY 2023-24, meaning a surplus of \$11.7 million at June 30, 2024, is forecast. The Proposed FY 2024-25 budget revenues of \$71.4 million and expenditures of \$82.0 million result in a use of surplus and

reserve target fund balance of \$10.6 million in the year. The predicted FY2024-25 ending surplus at June 30, 2025, is \$0.5 million. This results in a projected ending fund balance surplus of \$0.5 million - just above the City Council policy reserve amount at \$17.9 million (25.7%).

For additional detail, refer to the Water Fund tables in Attachment 3.

Wastewater Funds (611-617 & 628)

Revenues

FY 2024-25 Wastewater Fund revenues are projected to total \$95.6 million. \$48.0 million of this represents proceeds from debt to finance large CIP projects. Removing this shows an underlying operating revenue reduction of \$2.8 million (5.6%) compared to the FY 2023-24 Adopted Budget.

95% of Wastewater Fund revenue is from utility fees paid by users, and this is projected to decline by \$1.5 million (3.1%) to \$45.1 million due to lower volumes assumed. The main reason for the overall reduction is that the Wastewater funds no longer receive any Infrastructure Use Fee reimbursement as the final payment was received in FY 2023-24. This reduces revenue by \$2.8 million. Interest Income is proposed to be \$1.5 million (271.5%) higher in FY 2024-25 than in FY 2023-24 due to the impact of federal interest rate increases on the City's cash and investment portfolio.

Expenditures

FY 2024-25 Wastewater Fund expenditures are proposed at \$98.1 million. \$48.0 million of this is the expense in capital projects of the proceeds from debt explained in the revenue section. The \$48.0 million will fund three CIP projects: Oxnard Wastewater Treatment Plant (OWTP) Primary Clarifiers and Activated Sludge Improvements (\$21.0 million), OWTP Reliability Improvements (\$22.0 million), and Wastewater Collection - Gravity Main Improvements (\$5.0 million). Other CIP projects total \$8.3 million and can be viewed on the Capital Improvement Projects page of the budget document.

Salaries and benefits are proposed at \$13.1 million, an increase of \$0.2 million (4.0%) compared to the FY 2023-24 Adopted Budget. Other operating expenses are budgeted at \$28.6 million, a \$0.3 million (0.9%) reduction from last year primarily due to a reduction in professional services of \$1.0 million (21.8%), offsetting other smaller increases for inflation.

Fund Balance

The combined Wastewater Funds had a total spendable fund balance of \$61.5 million, which includes a surplus of \$51.4 million above the reserve target amount of \$10.1 million as at June 30, 2023. A deficit of \$3.0 million is projected in FY 2023-24, meaning a surplus of \$48.4 million is projected as at June 30, 2024. The Proposed FY 2024-25 budget revenues of \$95.6 million and expenditures of \$98.1 million result in a use of fund balance of \$2.5 million in the year. The predicted FY 2024-25 ending surplus as at June 30, 2025, is \$46.1 million. Added to the reserve amount of \$9.9 million (25.0%), the total is \$56.0 million (134.3%). The Fund Balance is anticipated to be consumed over the next few years with significant capital expenditures. The Budget Forecast section of the budget shows a five year forecast for each enterprise fund.

For additional detail, refer to the Wastewater Fund tables in attached Additional Information on FY 2024-25 Proposed Annual Budget.

Environmental Resources Funds (631-638)

Revenues

FY 2024-25 Environmental Resources Fund revenues are projected to total \$59.2 million, an increase of \$1.0 million (20%) compared to FY 2023-24 Adopted Budget. Nearly all of the revenue is paid by users through utility fees and an increase of \$12.3 million (27%) is included for user rates and fees in line with recent council approved rate increases. Interest income is proposed at \$0.5 million, an increase of \$0.4 million (253%). Reimbursement of prior Infrastructure Use Fees from the General Fund ceased in FY 2023-24, resulting in a reduction of \$2.6 million in FY 2024-25.

Expenditures

FY 2024-25 Environmental Resources Fund expenditures are proposed at \$64.1 million, a \$5.9 million (10%) increase compared to the FY 2023-24 Adopted Budget. Salaries and benefits are proposed to increase by \$2.4 million (10%) with an increase in the amount of overtime anticipated to provide services in FY 2024-25. The division is also including \$2.3 million more to purchase needed equipment and vehicles than FY 2023-24 for a total of \$2.8 million. Other costs are proposed to increase in line with inflation.

Fund Balance

The combined Environmental Resources Funds had a total fund spendable balance of \$21.1 million, which is \$6.7 million above the Council policy reserve target amount of \$14.3 million (25% of operating expenses) as at June 30, 2023. For FY 2023-24, projected expenses are \$7.0 million above projected revenues. This requires use of fund balance and will result in not meeting the reserve target by \$0.3 million as at June 30, 2024. The Proposed FY 2024-25 budget revenues of \$59.2 million and expenditures of \$63.1 million results in a use of \$3.9 million of fund balance in the year. The predicted FY 2024-25 ending fund balance will be \$4.7 million below the 25% reserve policy, but will leave \$10.2 million in total spendable fund balance which is equivalent to 17% of operating expenses.

Going below, and staying below, the 25% reserve policy is consistent with the Council approved Environmental Resources Cost of Service Study. For additional detail, refer to the Environmental Resources Fund tables in the Attachment.

Golf Funds

Revenues

FY 2024-25 Golf Fund revenues are projected to total \$6.6 million, an increase of \$0.2 million (2.5%) compared to FY 2023-24 Adopted Budget. Golf fees are proposed at the same level as the prior budget, with interest income proposed to grow \$0.2 million in FY 2024-25.

Expenditures

FY 2024-25 Golf Fund expenditures are proposed at \$7.3 million, an increase of \$1.5 million (25.1%) compared to FY 2023-24 Adopted Budget. Expenditures are proposed at the same level as FY 2023-24 with the exception of Transfers for Capital and Internal Service Funds of \$1.4 million and \$0.1 million respectively. Included in the CIP plan is \$1.2 million for River Ridge clubhouse roof replacement and exterior improvements and \$0.2 million for Certified Unified Program Agency (CUPA) improvements to enhance and ensure hazardous material safety at the golf course.

Fund Balance

The combined Golf Funds surplus had a total spendable fund balance of \$5.1 million, which includes a surplus of \$3.7 million at June 30, 2023. An additional surplus of \$0.6 million is projected for FY 2023-24, meaning a

total surplus of \$4.3 million as at June 30, 2024, is forecast. The Proposed FY 2024-25 budget revenues of \$6.6 million and expenditures of \$7.2 million result in a use of surplus fund balance of \$0.7 million in the year. The predicted FY 2024-25 ending surplus, as at June 30, 2025 is \$3.7 million, adding the reserve amount of \$1.4 million (25.0%) for a total of \$5.1 million (86.9%).

For additional detail, refer to the Golf Fund tables in Attachment 3.

STRATEGIC PRIORITIES

This agenda item is a routine operational item or does not relate to the five strategic priorities adopted by City Council on March 16, 2021.

FINANCIAL IMPACT

The financial impact of each recommended action is described in the applicable discussion section.

The preliminary proposed digital version of our annual budget publication is scheduled to be published on the City's website the week of May 13 2024, at (<https://www.oxnard.gov/fiscal-year-2024-2025-budget>)

Prepared by: Mark Sewell, Assistant Chief Financial Officer

ATTACHMENTS

1. Resolution Establishing Financial Management Policies FY 24-25_redline
2. Resolution Approving the City Operating and Capital Budgets - redline
3. FY 2024-25 Proposed Budget Presentation - Additional Information
4. FY 2024-25 Proposed Budget Preview Presentation

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 Manager will prepare 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 when financial circumstances are appropriate for a two-year budget. Any 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 the 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, safety and welfare of residents.
 - b. Contractual obligations to bondholders and other debts.
 - c. Adequate ongoing maintenance of facilities and equipment.
 - d. 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 or subfund appropriations adopted in the annual budget appropriation resolution.
3. By the City Manager for appropriation transfers between departments within a fund or subfund.
4. By the City Manager for deductive grant revisions where appropriated grant funding becomes unavailable.
- 4.5. By the Department Director for appropriation transfers between programs within the same fund or subfund, 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 Program (CIP).
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 Program will be reviewed and approved by City Council on a two-year cycle, or more frequently, as needed based on economic and funding outlooks. Individual projects will be postponed or canceled if their funding fails to materialize. Conversely, individual projects may be moved up on the timeline if their funding materializes sooner than anticipated. City Council will review and approve appropriations at least annually, and also as necessary during the year if funding and timelines change. Appropriation changes will be in accordance with Section I.D.
4. The CIP 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. Public Works staff will prepare strategic plans and master plans for major infrastructure and utility improvements with a 10- or 20-year planning horizon when appropriate.
6. For CIP projects paid for by the General Fund, the Finance Department will transfer Council-approved appropriations from the General Fund to the capital project fund from which the capital expenditures are to be made. Most often, this will be Fund 301 Capital Outlay. Such transfers will be made only as actual expenditures occur, not on a fixed regular schedule. Any transfer authorized but not yet made at the end of the fiscal year will be carried-forward into the next fiscal year(s) until project has been completed.
7. To the extent funds are available, any unused appropriations at the end of the fiscal year in active CIP projects will be carried-forward into the next fiscal year(s) until the project has been completed.
8. During the life of a CIP project, any funding source that is replaced by an alternate funding source may be unappropriated from the project upon approval of the City Manager.
- 8.9. Any unused funds after the completion of the project, will be returned to the funding source. This should happen within 90-days of notification to the Finance department.

B. Capital Project Priorities

1. Public Works staff will evaluate and prioritize each proposed capital project against the following criteria:
 - a. Health and Safety: Projects needed to maintain or improve human health or safety.
 - b. Asset Preservation: Projects needed to maintain or protect the City's existing assets.
 - c. New or Expanded Services: Projects that create something new, like a new park, or increase the capacity of existing facilities, like larger water or sewer lines.

C. Capital Project Management by the Public Works Department

1. Capital projects will be managed in a phased approach as needed. 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 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 periodically 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 (water, wastewater, environmental resources) 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 user fee waivers and debt forgiveness only as authorized by City Council approved policies.
3. Staff will not grant development and permit fee waivers.

D. Interest Earnings

1. Staff will assign interest earnings to the appropriate funds, where required, based on invested cash balances.
2. Investment policies will be reviewed annually by the Finance and Governance Committee.

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, economic downturns 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.

- Non-spendable
- Restricted
- Committed
- Assigned
- Unassigned

The first two components listed above are not addressed in this policy due to the nature of their restrictions. An example of non-spendable 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 a minimum ~~13~~16.6% of the General Fund adopted budget for operating ~~budget~~expenses, ~~increasing to 16.6% in annual one percent increments beginning in FY 2023-24. In FY 2027-28, the Unrestricted Fund Balance should be at a minimum of 16.6%, which is equal to approximately two months of operating expenses.~~ 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 utility funds equal to 25 percent (25%) of the adopted budget for operating ~~budgets~~ expenses.

VI. INTERFUND BORROWING POLICIES

- A. Interfund borrowing requires City Council approval.
- B. Such loans will carry a market rate of interest.

- C. Such loans may, at City Council's discretion, include interest-only payments by the borrowing fund for the first year or two.
- D. Once principal repayments begin, amortization schedules will be for level or decreasing annual debt service, not for increasing annual debt service.
- E. The borrowing fund may prepay all or a portion of the principal and interest at any time, without penalty.
- F. The lending fund may call all or part of the loan immediately at the lending fund's discretion, also without penalty.

VII. DEBT POLICIES

A. Use of Debt

- 1. Any use of tax and revenue anticipation borrowing will be consistent with State and federal laws and regulations.

B. Conditions of Use

- 1. The City Council will use long term debt to finance a land purchase, 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 term of 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. Disclosure Counsel – To be selected by RFP periodically.
 - c. Special Counsel - To be selected by RFP periodically to protect the City’s interest in complex negotiations and document review.
 - d. Municipal 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.
 - e. 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.

VIII. ACCOUNTING POLICIES

A. Accounting Standards

1. The City’s accounting systems and procedures will comply with Generally Accepted Accounting Principles (GAAP) and the Governmental Accounting Standards Board (GASB) to the extent necessary to achieve an unmodified audit opinion and adequate internal controls.

2. The City has adopted the historical cost method of fixed asset reporting to comply with GASB. The capitalization policy is \$5,000 or more for equipment, \$20,000 for buildings and improvements other than buildings, and \$100,000 for infrastructure.
3. Staff will prepare quarterly and annual financial reports to present a summary of financial performance and position for major operating funds.
4. Staff will provide full disclosure in the annual financial statements and bond representations.

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.

IX. 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 the prevention and 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.
 3. The Confidence Interval for all risk management reserve funds will be maintained at a minimum of 50% confidence interval.
- 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.

X. DEVELOPER DEPOSIT POLICIES

- A. The City collects developer deposits often identified in a development agreement (DA) and/or ownership participation agreement (OPA), along with developer deposits and deposit based fees associated with Building and Planning permits. The developer deposits and deposit based fees are used by the City for costs associated with project review and conceptual planning, City staff time, and other third party services required for the project, including, but not limited to, contract planning, engineering, architectural, onsite posting, legal advertising, and attorney review. As charges pertaining to the project accrue, the Department shall keep records of actual staff time and costs of consultant and other third party service providers used.
- B. To the extent the City receives deposits from developers as advanced payments to cover staff time and third-party expenses required to issue permits, and these deposits were not accounted for in the Adopted Budget, the Council authorizes the City Manager to administratively appropriate funds to the relevant tracking project and expenditure accounts within the Developer & Other Deposits Fund [Fund 541] up to the amount of the deposits received.

XI. CONTRIBUTION TRUST FUND

- A. The contribution trust fund is used to receive and hold donations and other monies on the balance sheet until such time that they are used for their intended purposes or returned to the originators. An appropriation is required for the City to expend these funds on eligible items as determined by the donor or fee type. Items held in the fund include business license fees for development, private donations, Arctic Cold Fire donations, library fundraising monies, Multicultural Festival funds, witness fees, and donations for youth programs.
- B. The Council authorizes the City Manager to administratively appropriate funds to the relevant tracking project and expenditure accounts within the Contribution Trust Fund [Fund 571] up to the amount of the donation / fee received.

PASSED AND ADOPTED on this 20th day of June, 2023, by the following vote:

AYES:

NOES:

ABSENT:

John C. Zaragoza, Mayor

ATTEST:

Rose Chaparro, City Clerk

APPROVED AS TO FORM:

Stephen M. Fischer, City Attorney

CITY COUNCIL OF THE CITY OF OXNARD

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OXNARD APPROVING THE
CITY OPERATING AND CAPITAL IMPROVEMENT BUDGET FOR THE FISCAL YEAR
2024-2025**

WHEREAS, the City Manager submitted for the consideration of the City Council a proposed City Operating and Capital Budget for fiscal year 2024-2025; and

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

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

1. The City Council has reviewed the proposed Operating and Capital Improvement Budget and the funds included therein for the period of July 1, 2024 through June 30, 2025 and hereby finds that such budgets, as revised, are sound plans for the financing during fiscal year 2024-2025 of required City operations, services, and capital improvements. Such budgets are hereby adopted as follows:
 2. To the extent funds are available, any unused appropriations at the end of fiscal year 2023-2024 in active capital improvement projects and multi-year programs are hereby re-appropriated for continued use in fiscal year 2024-2025.
 3. The Council authorizes the City Manager to transfer and make adjustment of interfund transfers at the close of fiscal year 2023-2024, to eliminate cash deficits in funds when necessary including: Utility Enterprise Funds, Capital Growth Funds, Impact Fee Funds, Assessment District Funds, Grant Funds, Debt Service Funds, and all other funds that may need such adjustments.
 4. Multi-year capital projects or programs funded by Measure O Half-Cent Sales Tax are included in the budget and are hereby re-appropriated to fiscal year 2024-25. In fiscal year 2014-15, the Measure O Fund provided a liquidity loan of \$16,000,000 to the General Fund to assure General Fund solvency. The loan is repaid in annual installments of \$1,875,688 over a period of ten years at 3% interest.
 5. Any remaining balances in approved grant programs, ~~and~~ capital improvement, ~~projects-developer deposit and trust fund projects~~ at the end of fiscal year 2023-2024, except for balances reallocated as part of the budget process, are hereby re-appropriated for continuing use in fiscal year 2024-2025 and all estimated revenues from such approved grants ~~and~~ capital improvement, ~~projects-developer deposit and trust fund projects~~ for fiscal year 2023-2024 that are not realized by year end are authorized to be continued.
 6. To the extent funds are available, General Fund encumbrances whereby contracts remained active at the close of fiscal year 2023-2024 are carried forward and any corresponding remaining balance of special one-time authorized appropriations are also carried forward with the approval of the City Manager and Chief Financial Officer.

~~6.7.~~ To the extent funds are available and requested by the operating department, any unused capital expenditure appropriation in the operating budget may be carried forward with the approval of the City Manager and Chief Financial Officer.

7.8. All General Fund revenues in excess of expenditures and encumbrances at the close of fiscal year 2023-2024, not otherwise provided for in City Council budget policies or re-appropriated above, are hereby appropriated to the General Fund Operating Reserve on June 30, 2024. Current projections, however, do not anticipate any such excess.

8.9. Staff is directed to correct any clerical errors in the proposed budget document.

9.10. Staff is directed to ensure that the final adopted budget documents containing the Operating Budget and the Capital Improvement Budget for fiscal year 2024-2025 shall contain all revisions made by the City Council prior to final budget adoption.

10.11. The City Manager or designee is authorized to approve any appropriation transfers between departments within a fund or subfund. Any department director is authorized to transfer appropriations between programs, within the same fund or subfund, as long as funding is available in the department as a whole (see Financial Policy-Section I.D 3. and 4.)

11.12. Adoption of this resolution provides Council the authority to expend any and all funds appropriated for purposes as determined in the budget.

PASSED AND ADOPTED on this 18th day of June, 2024, by the following vote:

AYES:

NOES:

ABSENT:

John C. Zaragoza, Mayor

ATTEST:

Rose Chaparro, City Clerk

APPROVED AS TO FORM:

Stephen M. Fischer, City Attorney

FY 2024-25 PROPOSED ANNUAL BUDGET

ADDITIONAL INFORMATION

Finance and Governance Committee
May 14, 2024

Mark Sewell, Assistant Chief Financial Officer



That the Finance and Governance Committee recommend the City Council and Housing Authority Board conduct a public hearing on the Fiscal Year (FY) 2024-25 Proposed Budget on June 4, 2024, for the City of Oxnard and Oxnard Housing Authority and provide staff direction regarding any adjustments to the Proposed Budget, in preparation for final budget adoption on June 18, 2024.



- **Adopted Budget**

- The Revenue and Expenditures approved by City Council at their budget adoption meeting in June for the following fiscal year starting July 1.

- **Revised Budget**

- The Adopted budget plus City Council approved amendments during the fiscal year and any administrative adjustments for the carryover of unspent budget from prior years.
- Resolutions included with the Budget item include the details of what type of expenditures are eligible for carryover, and include unspent CIP project balances and Multi-year project unspent balances.

- **Proposed Budget**

- The Revenue and Expenditures recommended by the City Manager to City Council for budget adoption at their meeting in June for the following fiscal year starting July 1.

- **Spendable Fund Balance**

- The amount of money held in a fund that is available to be committed to a new expenditure. = Council Reserve + surplus or(deficit).



FY 2024-25 Proposed Budget – All Funds - REVENUES AND EXPENDITURES 4

FUND NAME \$000's	FY 2024-25 PROPOSED REV	FY 2024-25 PROPOSED EXP	FY 2024-25 PROPOSED SURPLUS / (DEFICIT)	SPENDABLE FUND BALANCE, JUNE 30, 2023	PROJECTED FY24 ADD TO / (USE OF) FUND BALANCE	SPENDABLE FUND BALANCE, JUNE 30, 2025
GENERAL FUND	235,748	255,748	(20,000)	50,800	11,981	42,781
MEASURE O	21,615	22,618	(1,003)	17,496	0	16,493
WATER FUNDS	70,854	81,483	(10,629)	25,452	3,002	17,825
WASTEWATER FUNDS	95,587	98,069	(2,483)	61,505	(3,013)	56,010
ENVR RES FUNDS	59,179	63,060	(3,881)	21,104	(6,982)	10,241
GOLF FUNDS	6,569	7,225	(656)	5,124	635	5,104
SUBTOTAL	489,553	528,204	(38,651)	181,482	5,623	148,453
ALL OTHER FUNDS*	229,621	232,264	2,643	79,211	0	81,854
CITYWIDE TOTAL	719,174	760,468	(36,008)	260,692	5,623	230,307

* ASSUMES NO VARIANCE IN FY 2023-24



FY 2024-25 Proposed Budget – All Funds - EXPENDITURES

5

FUND NAME	FY 2023-24 ADOPTED BUDGET \$000's	FY 2024-25 PROPOSED BUDGET \$000's	CHANGE \$000's	CHANGE %
GENERAL FUND	224,989	255,748	30,759	14%
MEASURE O	24,341	22,618	(1,723)	-7%
ENTERPRISE FUNDS*	189,166	249,837	60,671	32%
INTERNAL SERVICE FUNDS	51,148	60,496	9,348	18%
SPECIAL DISTRICTS	17,418	18,929	1,511	9%
SPECIAL REVENUE FUNDS*	61,374	152,860	91,486	149%
TOTAL OPERATING FUNDS	568,436	760,488	192,053	34%
CAPITAL OUTLAY FUND*	32,770	132,565	99,794	305%
WATER CAPITAL	0	10,400	10,400	NA
WASTEWATER CAPITAL*	13,900	56,340	42,440	305%
ENV RES CAPITAL	0	200	200	NA
GOLF CAPITAL	0	1,350	1,350	NA
TOTAL CAPITAL FUNDS	46,670	200,855	154,184	330%
TOTAL CITY APPROPRIATIONS	615,106	961,343	346,237	56%
NON CITY HOUSING	38,201	42,220	4,020	11%
GRAND TOTAL	653,307	1,003,564	350,257	54%

*Two large external revenues, and their transfer to Capital Funds account for the majority of the \$350m increase

Each CIP Project requires two appropriations for expenditure and one for revenue to enable the technical accounting between operating and capital funds.



FY 2024-25 Proposed Budget – Grant Revenue

6

GRANT SOURCE	FY 2023-24 ADOPTED BUDGET \$000's	FY 2024-25 PROPOSED BUDGET \$000's	CHANGE \$000's	CHANGE %
FEDERAL GRANTS	8,741	11,938	3,197	37%
STATE GRANTS	0	98,050	98,050	NA
CDBG GRANT	2,214	2,214	0	0%
OTHER	463	570	108	23%
GRAND TOTAL	11,417	112,772	101,355	888%

The FY 2024-25 Proposed Budget includes \$112.8 million in new grant funding for various operational and capital projects across many functional areas. This is a significant increase on prior years primarily due to a state grant for the Rice Avenue & Fifth Street Railroad Grade Separation project of \$95.9 million.



FY 2024-25 Proposed Budget – General Fund Revenues

7

GENERAL FUND \$ 000's	FY 2023-24 ADOPTED BUDGET	FY 2023-24 REVISED BUDGET	FY 2024-25 PROPOSED BUDGET	\$ CHANGE	% CHANGE
PROPERTY TAX	69,483	69,483	72,772	3,288	4.7%
SALES AND USE TAX	109,062	109,062	113,602	4,540	4.2%
TRANSIENT OCCUPANCY TAX	5,460	5,460	5,810	350	6.4%
FRANCHISE TAX	4,787	4,787	4,768	(19)	(0.4%)
BUSINESS LICENSE TAX	6,500	6,500	6,970	470	7.2%
CANNABIS TAX	320	320	1,100	780	243.8%
SUBTOTAL GENERAL TAXES	195,612	195,612	205,022	9,409	4.8%
LICENSES AND PERMITS	2,437	2,437	2,655	218	8.9%
SPECIAL REVENUES	2,427	2,518	2,566	139	5.7%
FEES AND CHARGES	7,361	7,361	7,348	(13)	(0.2%)
RECREATION REVENUES	255	255	262	7	2.5%
MISC INCOME	4,227	5,527	6,439	2,212	52.3%
TRANSFERS IN	11,650	11,650	11,457	(193)	(1.7%)
SUBTOTAL OTHER REVENUE	28,358	29,748	30,726	2,369	8.4%
TOTAL REVENUE	223,970	225,361	235,748	11,778	5.3%

Change columns compare the FY 2024-25 Proposed Budget to the FY 2023-24 Adopted Budget



FY 2024-25 Proposed Budget – General Fund Expenditures

8

GENERAL FUND \$ 000's	FY 2023-24 ADOPTED BUDGET	FY 2023-24 REVISED BUDGET	FY 2024-25 PROPOSED BUDGET	\$ CHANGE	% CHANGE
NON-DEPARTMENTAL	28,370	44,228	45,200	16,829	59.3%
CITY COUNCIL	812	812	858	47	5.7%
BILLING & LICENSING	1,515	1,515	1,523	8	0.5%
CITY CLERK	683	683	704	20	3.0%
CITY MANAGER'S OFFICE	3,168	3,424	4,392	1,224	38.6%
CITY ATTORNEY'S OFFICE	2,840	2,840	2,896	56	2.0%
FINANCE DEPARTMENT	7,227	7,286	7,110	(117)	(1.6%)
HUMAN RESOURCES DEPT	4,086	4,036	4,071	(15)	(0.4%)
POLICE DEPARTMENT	80,325	80,415	85,468	5,143	6.4%
FIRE DEPARTMENT	33,378	34,202	36,981	3,602	10.8%
PUBLIC WORKS DEPARTMENT	27,504	30,246	30,379	2,875	10.5%
COMMUNITY DEVELOPMENT DEPT	16,080	16,730	15,192	(889)	(5.5%)
CULTURAL & COMMUNITY SVS	14,537	14,572	16,474	1,937	13.3%
HOUSING DEPARTMENT	4,463	4,450	4,501	38	0.8%
TOTAL EXPENDITURES	224,989	245,440	255,748	30,759	13.7%
PAY DOWN LONG TERM PENSION DEBT	0	0	20,000	20,000	
TOTAL EXPENDITURES (UNDERLYING)	224,989	245,440	235,748	10,759	4.8%
TFR TO CAPITAL	11,050	25,202	11,000	(50)	(0.5%)
TOTAL OPERATING EXPENDITURES	213,939	220,238	224,748	10,809	5.1%

Change columns compare the FY 2024-25 Proposed Budget to the FY 2023-24 Adopted Budget



FY 2024-25 Proposed Budget – General Fund Balance

9

FUND BALANCE INFORMATION \$ 000's	FY 2023-24 ADOPTED BUDGET	FY 2024-25 PROPOSED BUDGET
BEGINNING RESERVE 13.0%	27,812	27,812
INCREASE RESERVE TO TARGET 16.6%	0	9,455
BEGINNING RESERVE	27,812	37,267
BEGINNING SURPLUS	22,988	25,514
BEGINNING SPENDABLE FUND BAL	50,800	62,781
 BUDGETED REVENUE	 223,970	 235,748
BUDGETED EXPENDITURE	224,989	255,748
NET BUDGETED SURPLUS / (DEFICIT) IN YR	(1,019)	(20,000)
 ANTICIPATED VARIANCE FY 2023-24	 13,000	 0
ANTICIPATED ADD TO FUND BALANCE	11,981	(20,000)
 ESTIMATED ENDING RESERVE	 27,812	 37,267
ESTIMATED ENDING SURPLUS	34,969	5,514
ESTIMATED ENDING SPENDABLE FUND BAL	62,781	42,781
 FUND BALANCE AS % OF OPERATING EXP.	 29.3%	 17.5%



FY 2024-25 Proposed Budget – Measure O ½ Cent Sales Tax Fund

10

MEASURE O (1/2 CENT SALES TAX) \$ 000's	FY 2023-24 ADOPTED BUDGET	FY 2023-24 REVISED BUDGET	FY 2024-25 PROPOSED BUDGET	\$ CHANGE	% CHANGE
REVENUES					
SALES AND USE TAX	19,459	19,459	19,282	(177)	(0.9%)
GENERAL FUND LOAN PAYMENT	1,876	1,876	1,876	0	0.0%
INTEREST INCOME	93	39	458	365	390.5%
TOTAL REVENUE	21,428	21,374	21,615	187	0.9%
EXPENDITURES BY CATEGORY					
PUBLIC SAFETY AND GANG PREV'N	2,729	3,765	1,765	(965)	(35.3%)
TRAFFIC AND ROAD IMPROVEMENTS	14,967	17,145	12,682	(2,285)	(15.3%)
REC, PARKS AND OPEN SPACES	3,687	4,351	4,727	1,039	28.2%
OTHER COMMUNITY PROJECTS	2,957	5,382	3,445	488	16.5%
TOTAL EXPENDITURES	24,341	30,643	22,618	(1,723)	(7.1%)
TFR TO CAPITAL	12,750	20,277	14,001	1,251	9.8%
TOTAL OPERATING EXPENSES	11,591	10,366	8,617	(2,974)	(25.7%)
NET ACTIVITY	(2,913)	(9,269)	(1,003)	1,910	

Change columns compare the FY 2024-25 Proposed Budget to the FY 2023-24 Adopted Budget



FY 2024-25 Proposed Budget – Measure O ½ Cent Sales Tax Fund Balance

11

FUND BALANCE INFORMATION	FY 2023-24 ADOPTED BUDGET	FY 2024-25 PROPOSED BUDGET
BEGINNING SPENDABLE FUND BAL	17,496	15,696
BUDGETED REVENUE	21,428	21,615
BUDGETED EXPENDITURE	24,341	22,618
NET	(2,913)	(1,003)
ANTICIPATED VARIANCE FY 2023-24	1,113	0
ANTICIPATED ADD TO FUND BALANCE	(1,800)	(1,003)
ESTIMATED ENDING SURPLUS / (DEFICIT)	15,696	14,693
ESTIMATED ENDING SPENDABLE FUND BAL	15,696	14,693
FUND BALANCE AS % OF OPERATING EXP.	135.4%	115.9%



FY 2024-25 Proposed Budget – Water Funds Revenue and Expenses

12

WATER FUNDS \$000's	FY 2023-24 ADOPTED BUDGET	FY 2023-24 REVISED BUDGET	FY 2024-25 PROPOSED BUDGET	\$ CHANGE	% CHANGE
REVENUES					
43 - FEES AND CHARGES	497	497	688	191	38.4%
45 - UTILITY FEES	66,677	66,677	65,946	(731)	(1.1%)
47 - MISC INCOME	2,448	3,798	3,980	1,532	62.6%
48 - GRANT REVENUES	0	0	500	500	na
49 - TRANSFERS IN	292	46,525	239	(53)	(18.1%)
TOTAL REVENUES	69,914	117,497	71,354	1,440	2.1%
50 - SALARIES & WAGES	6,892	6,892	7,521	629	9.1%
51 - EMPL BENEFITS	4,239	4,239	4,345	106	2.5%
52 – SUPPLIES	3,313	3,592	3,335	22	0.7%
53 – SERVICES	5,365	32,662	6,033	668	12.5%
54 - UTILITY & ENERGY	29,132	29,132	29,137	5	0.0%
55 – MAINTENANCE	225	225	225	0	0.0%
56 - CAPITAL EXPENDITURE	910	11,253	85	(825)	(90.7%)
57 – FINANCING	14,960	17,001	15,143	183	1.2%
59 - TRANSFERS OUT	4,814	52,212	16,159	11,345	235.7%
TOTAL EXPENSES	69,850	157,208	81,983	12,133	17.4%
NET SURPLUS / (DEFICIT)	64	(39,710)	(10,629)	(10,693)	

Change columns compare the FY 2024-25 Proposed Budget to the FY 2023-24 Adopted Budget



FY 2024-25 Proposed Budget – Water Funds – Fund Balance

13

FUND BALANCE INFORMATION	FY 2023-24 ADOPTED BUDGET	FY 2024-25 PROPOSED BUDGET
BEGINNING RESERVE 25.0%	16,776	16,776
INCREASE RESERVE TO TARGET	0	578
BEGINNING RESERVE	16,776	17,354
BEGINNING SURPLUS	8,676	11,100
BEGINNING SPENDABLE FUND BALANCE	25,452	28,454
 BUDGETED REVENUE	 69,914	 71,354
BUDGETED EXPENDITURE	69,850	81,983
NET BUDGETED SURPLUS / (DEFICIT) IN YR	+64	(10,629)
 ANTICIPATED VARIANCE FY 2023-24	 2,937	 0
IMPACT TO FUND BALANCE	+3,002	(10,629)
 ESTIMATED ENDING RESERVE	 16,776	 17,354
ESTIMATED ENDING SURPLUS / (DEFICIT)	11,678	471
ESTIMATED ENDING SPENDABLE FUND BAL	28,454	17,825
 FUND BALANCE AS % OF OPERATING EXP.	 42.4%	 27.7%



FY 2024-25 Proposed Budget – Wastewater Funds Revenue and Expenses

14

WASTEWATER FUNDS \$000's	FY 2023-24 ADOPTED BUDGET	FY 2023-24 REVISED BUDGET	FY 2024-25 PROPOSED BUDGET	\$ CHANGE	% CHANGE
REVENUES					
43 - FEES AND CHARGES	439	439	425	(14)	(3.2%)
45 - UTILITY FEES	46,582	46,582	45,122	(1,460)	(3.1%)
47 - MISC INCOME	549	64,732	2,040	1,491	271.5%
49 - TRANSFERS IN	2,847	106,015	48,000	45,153	1586.0%
TOTAL REVENUES	50,417	217,768	95,587	45,169	89.6%
50 - SALARIES & WAGES	7,853	7,853	8,390	537	6.8%
51 - EMPL BENEFITS	4,780	4,780	4,753	(27)	(0.6%)
52 - SUPPLIES	3,480	3,751	3,650	170	4.9%
53 - SERVICES	20,232	97,405	5,293	(14,939)	(73.8%)
54 - UTILITY & ENERGY	3,622	3,781	3,608	(14)	(0.4%)
55 - MAINTENANCE	270	303	90	(180)	(66.7%)
56 - CAPITAL EXPENDITURE	1,783	7,069	58,370	56,588	3174.6%
57 - FINANCING	9,996	11,566	10,226	231	2.3%
59 - TRANSFERS OUT	3,404	110,426	3,689	285	8.4%
TOTAL EXPENSES	55,419	246,935	98,069	42,650	77.0%
NET SURPLUS / (DEFICIT)	(5,002)	(29,167)	(2,483)	2,519	

Change columns compare the FY 2024-25 Proposed Budget to the FY 2023-24 Adopted Budget



FY 2024-25 Proposed Budget – Wastewater Funds – Fund Balance

15

FUND BALANCE INFORMATION \$ 000's	FY 2023-24 ADOPTED BUDGET	FY 2024-25 PROPOSED BUDGET
BEGINNING RESERVE 25.0%	10,081	10,081
INCREASE RESERVE TO TARGET	0	578
BEGINNING RESERVE	10,081	10,659
BEGINNING SURPLUS	51,424	47,833
BEGINNING SPENDABLE FUND BALANCE	61,505	58,492
 BUDGETED REVENUE	 50,417	 95,587
BUDGETED EXPENDITURE	55,419	98,069
NET BUDGETED SURPLUS (DEFICIT) IN YR	(5,002)	(2,483)
 ANTICIPATED VARIANCE FY 2023-24	 1,988	 0
IMPACT TO FUND BALANCE	(3,013)	(2,483)
 ESTIMATED ENDING RESERVE	 10,081	 10,659
ESTIMATED ENDING SURPLUS / (DEFICIT)	48,411	45,350
ESTIMATED ENDING SPENDABLE FUND BAL	58,492	56,009
 FUND BALANCE AS % OF OPERATING EXP.	 151.9%	 145.1%



FY 2024-25 Proposed Budget – Environmental Resources Funds – Revenue and Expenses

16

ENVIRONMENTAL RESOURCES FUNDS \$000's	FY 2023-24 ADOPTED BUDGET	FY 2023-24 REVISED BUDGET	FY 2024-25 PROPOSED BUDGET	\$ CHANGE	% CHANGE
REVENUES					
43 - FEES AND CHARGES	265	265	265	0	0.0%
45 - UTILITY FEES	46,111	46,111	58,394	12,283	26.6%
47 - MISC INCOME	148	148	521	373	252.6%
48 - GRANT REVENUES	0	48	0	0	na
49 - TRANSFERS IN	2,614	7,600	0	(2,614)	(100.0%)
TOTAL REVENUES	49,138	54,171	59,179	10,042	20.4%
50 - SALARIES & WAGES	14,150	14,274	16,770	2,620	18.5%
51 - EMPL BENEFITS	9,511	9,573	9,302	(209)	(2.2%)
52 - SUPPLIES	1,716	1,964	2,011	296	17.2%
53 - SERVICES	2,194	6,245	2,596	402	18.3%
54 - UTILITY & ENERGY	16,328	16,098	14,983	(1,345)	(8.2%)
55 - MAINTENANCE	350	350	400	50	14.3%
56 - CAPITAL EXPENDITURE	515	824	3,017	2,502	485.8%
57 - FINANCING	3,623	4,009	3,435	(188)	(5.2%)
59 - TRANSFERS OUT	9,734	14,813	10,547	813	8.4%
TOTAL EXPENSES	58,120	68,150	63,060	4,941	8.5%
NET SURPLUS / (DEFICIT)	(8,982)	(13,979)	(3,881)	5,101	



FY 2024-25 Proposed Budget – Environmental Resources Funds – Fund Balance

17

FUND BALANCE INFORMATION \$ 000's	FY 2023-24 ADOPTED BUDGET	FY 2024-25 PROPOSED BUDGET
BEGINNING RESERVE 25.0%	14,382	14,382
INCREASE RESERVE TO TARGET	0	578
BEGINNING RESERVE	14,382	14,959
BEGINNING SURPLUS	6,722	(837)
BEGINNING SPENDABLE FUND BALANCE	21,104	14,122
 BUDGETED REVENUE	 49,138	 59,179
BUDGETED EXPENDITURE	58,120	63,060
NET BUDGETED SURPLUS / (DEFICIT) IN YR	(8,982)	(3,881)
 ANTICIPATED VARIANCE FY 2023-24	 2,000	 0
IMPACT TO FUND BALANCE	(6,982)	(3,881)
 ESTIMATED ENDING RESERVE	 14,382	 14,959
ESTIMATED ENDING SURPLUS / (DEFICIT)	(260)	(4,718)
ESTIMATED ENDING SPENDABLE FUND BAL	14,122	10,241
 FUND BALANCE AS % OF OPERATING EXP.	 24.7%	 18.0%



FY 2024-25 Proposed Budget – Golf Funds – Revenue and Expenses

18

GOLF FUNDS \$000's	FY 2023-24 ADOPTED BUDGET	FY 2023-24 REVISED BUDGET	FY 2024-25 PROPOSED BUDGET	\$ CHANGE	% CHANGE
REVENUES					
44 - RECREATION REVENUES	6,146	7,078	6,146	0	0.0%
47 - MISC INCOME	265	265	423	157	59.4%
49 - TRANSFERS IN	0	1,189	0	0	na
TOTAL REVENUES	6,412	8,532	6,569	157	2.5%
50 - SALARIES & WAGES	26	26	27	1	2.5%
51 - EMPL BENEFITS	11	11	10	(0)	(4.5%)
52 - SUPPLIES	348	348	348	0	0.0%
53 - SERVICES	4,184	5,725	4,184	0	0.0%
54 - UTILITY & ENERGY	701	701	701	0	0.0%
55 - MAINTENANCE	35	33	35	0	0.0%
56 - CAPITAL EXPENDITURE	100	584	100	0	0.0%
57 - FINANCING	184	186	184	0	0.0%
58 - INSURANCE	126	126	126	0	0.0%
59 - TRANSFERS OUT	62	746	1,510	1,448	2328.8%
TOTAL EXPENSES	5,777	8,486	7,225	1,448	25.1%
NET SUPRLUS / (DEFICIT)	635	46	(656)	(1,291)	

Change columns compare the FY 2024-25 Proposed Budget to the FY 2023-24 Adopted Budget



FY 2024-25 Proposed Budget – Golf Funds – Fund Balance

19

FUND BALANCE INFORMATION \$ 000's	FY 2023-24 ADOPTED BUDGET	FY 2024-25 PROPOSED BUDGET
BEGINNING RESERVE 25.0%	1,444	1,444
INCREASE RESERVE TO TARGET	0	578
BEGINNING RESERVE	1,444	2,022
BEGINNING SURPLUS	3,680	3,737
BEGINNING SPENDABLE FUND BALANCE	5,124	5,759
 BUDGETED REVENUE	 6,412	 6,569
BUDGETED EXPENDITURE	5,777	7,225
NET BUDGETED SURPLUS (DEFICIT) IN YR	+635	(656)
 ANTICIPATED VARIANCE FY 2023-24	 0	 0
IMPACT TO FUND BALANCE	+635	(656)
 ESTIMATED ENDING RESERVE	 1,444	 2,022
ESTIMATED ENDING SURPLUS / (DEFICIT)	4,315	3,081
ESTIMATED ENDING SPENDABLE FUND BAL	5,759	5,103
 FUND BALANCE AS % OF OPERATING EXP.	 101.4%	 71.6%



That the Finance and Governance Committee recommend the City Council and Housing Authority Board conduct a public hearing on the Fiscal Year (FY) 2024-25 Proposed Budget on June 4, 2024, for the City of Oxnard and Oxnard Housing Authority and provide staff direction regarding any adjustments to the Proposed Budget, in preparation for final budget adoption on June 18, 2024.



Thank You





Fiscal Year 2024-2025

BUDGET PREVIEW

May 2024



FY 24-25 Budget Overview

1 Budgeting 101

a. Where Our Taxes Go

2 Where We Are Forced to Go

- a. External & Social Impacts
- b. Bonding Litigation
- c. Street Restorations

3 5-Year Priorities

- | | |
|-------------------------|---------------------------------------|
| a. Quality of Life | d. Infrastructure & Natural Resources |
| b. Economic Development | e. Organizational Effectiveness |
| c. Public Safety | |

4 Fiscal Year 2024-25

- a. General Fund Revenue and Proposed Expenditures
- b. Surplus
- c. All Funds Proposed Expenditures
- d. Measure O Weaning Schedule

WHERE DO OUR **INCOME TAXES** GO?

Salary:
\$40,000

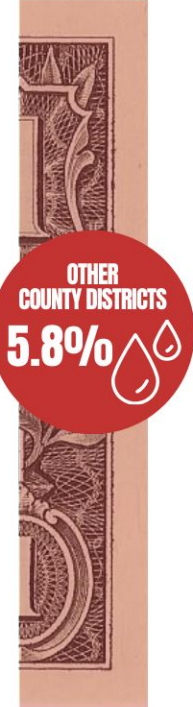
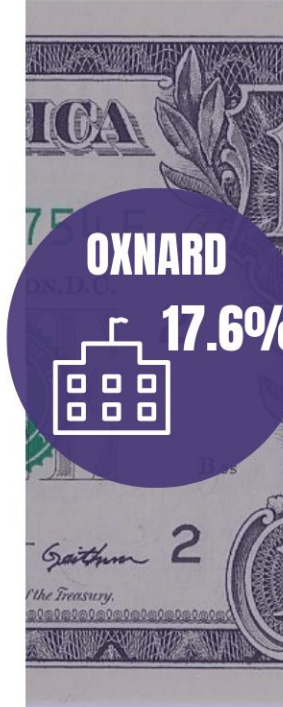
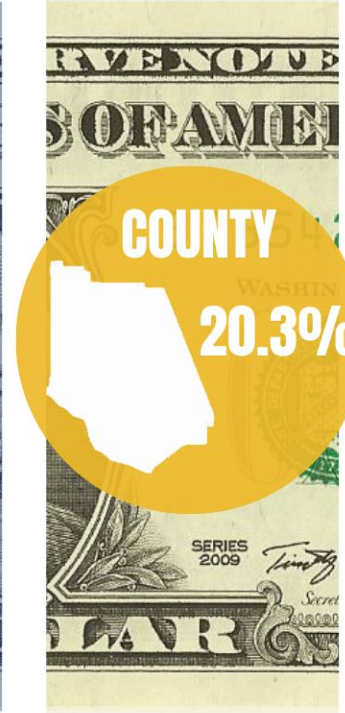
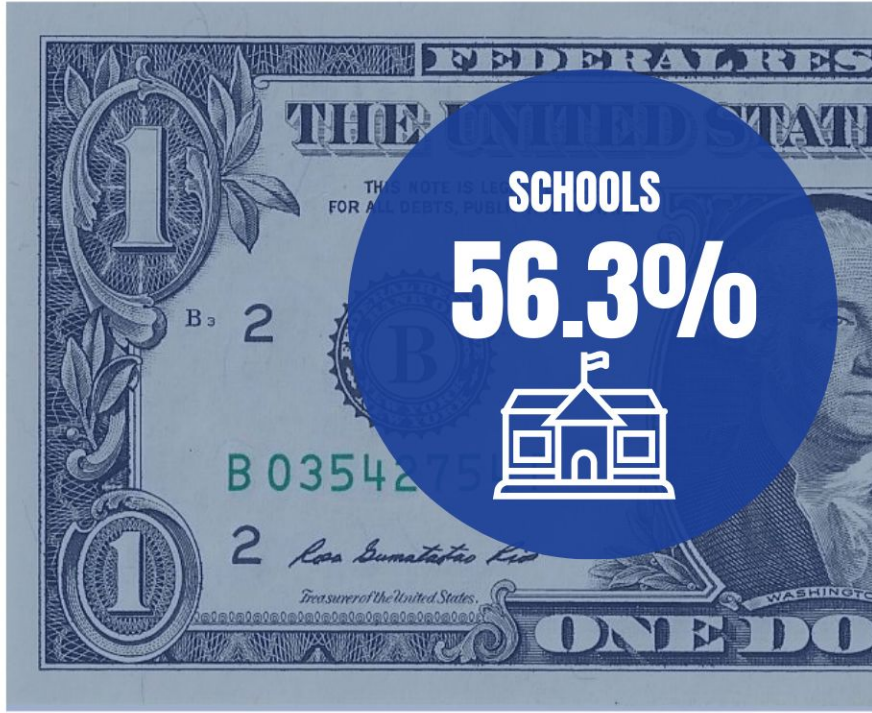
Federal Taxes:
\$3,040
(7.60%)



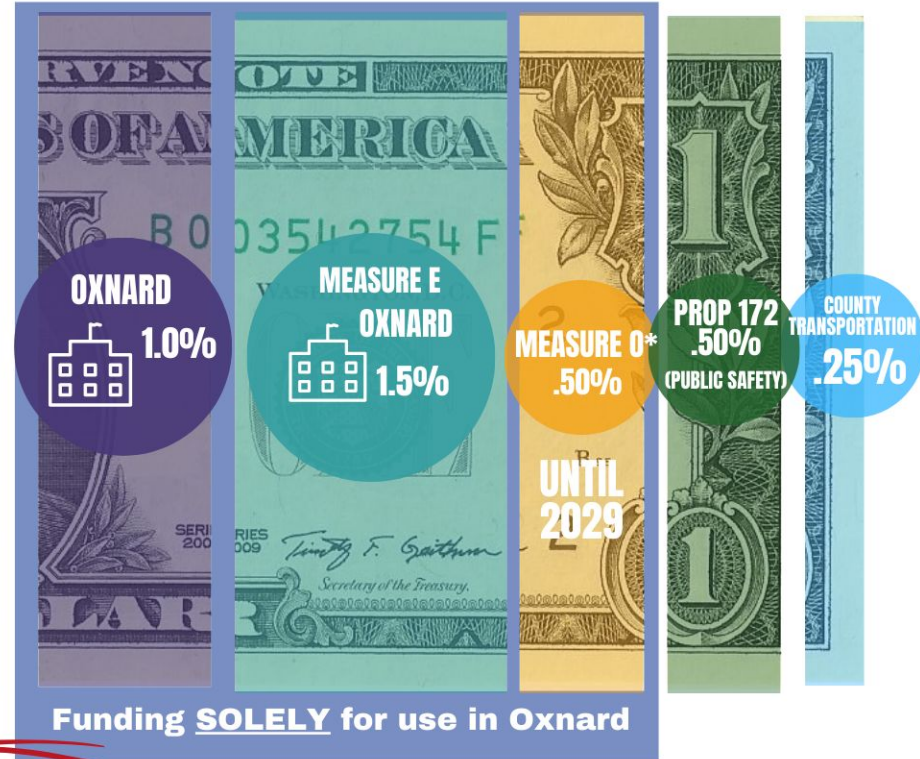
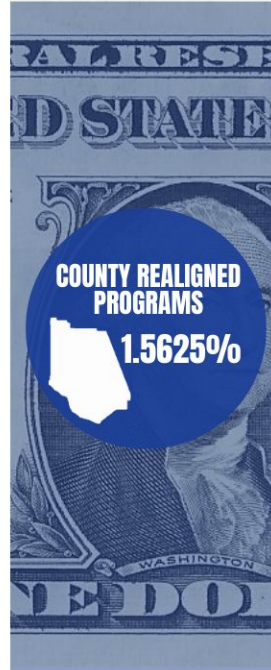
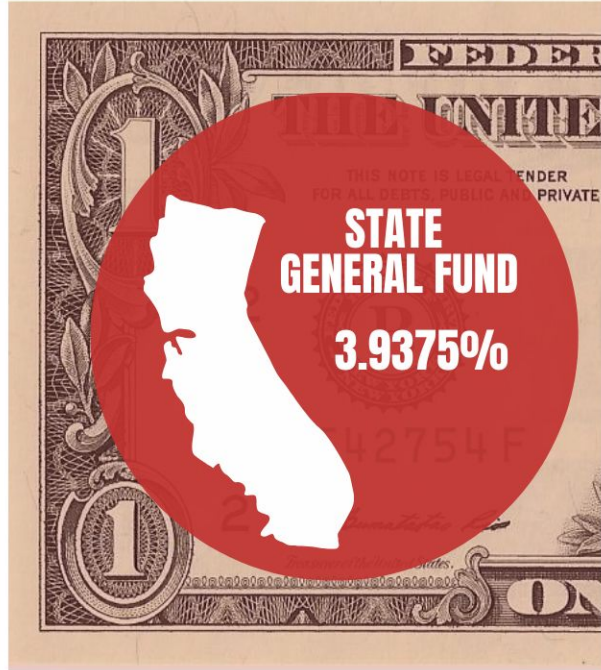
State Taxes:
\$871
(2.18%)

After-Tax Income:
\$36,089

WHERE DO OUR PROPERTY TAXES GO?



WHERE DO OUR SALES TAXES GO?



*9.25% sales tax rate effective April 1, 2021; decreases to 8.75% in 2029

Big Picture: Pre- and Post-Pandemic Budget Impacts

WE
ARE
HERE

SUPPLY
CHAIN

LABOR
MARKET

INFLATION

LAWSUITS

BONDING LITIGATION

FY 2024-2025

- Slow and steady progress
- Financial stability
- General Fund revenue is covering costs associated with inflation and the labor market

✓ One-time budget surplus

⚠ BONDING LITIGATION CONTINUES

RESTORATION - YEAR 3
FY 2023-2024

⚠ BONDING LITIGATION

- ⊗ Street Reconstruction
- ⊗ Fire Stations
- ⊗ Aquatics Center
- ⊗ Senior Centers
- ⊗ Seawalls
- ⊗ Major Capital Improvements

- ✓ Measure E
- ✓ Council Priorities
- ✓ ARPA
- ✓ Measure N was confirmed invalid by the Court of Appeal

SLOW

- ◆ Staffing Shortages
- ◆ Inflation
- ◆ Competitive Labor Market
- ◆ Supply Chain Disruption

IUF Lawsuit - Final Payment
○ Year 3: \$9.5M

RESTORATION - YEAR 2
FY 2022-2023

- No more deficit spending
- New labor contracts
- IUF Lawsuit Payments
 - PAID: \$17M
 - STILL OWE: \$19.5M

(Year 2: Paid \$10M)

RESTORATION

FY 2021-2022

- \$49.1 million projected revenue from Measure E
- The full cost of Measure N would be about \$236 million *
- City to repay utilities \$36.5 million due to IUF lawsuit (Year 1: Paid \$17M)

*Estimate from May 2021

FY 2021-2022
MEASURE E

MEASURE N
IUF LAWSUIT

FY 2020-2021
- \$2M

RECOVERY
FY 2020-2021

- First Measure E payments to be received this summer estimated to be \$10.75 million
- Two federal CARES Act payments totaling \$3.9 million

CORONAVIRUS
BUDGET IMPACTS

FY 2019-2020
- \$8.4M
LOSS IN REVENUE

COVID
RECESSION
FY 2019-2020

- Coronavirus craters City revenues
- Halts all progress

FY 2019-2020
- \$9.2M
GENERAL FUND
OPERATING DEFICIT

PRE-
PANDEMIC

STABILITY

FY 2019-2020

- Made tough choices
- \$5.3 million in permanent, ongoing budget cuts
- Staff prepared to propose a "status quo" budget for Fiscal Year 2020-2021

Where We Are Forced to Go: **External & Social Impacts**

**COMPETITIVE
LABOR MARKET**

**UNRELIABLE
SUPPLY CHAIN**

INFLATION

LAWSUITS



Where We Are Forced to Go: **External & Social Impacts**

Economic & Social Impacts on Local Government



**ECONOMIC
UNCERTAINTY**



**AARON STARR
BONDING
LAWSUIT**



**COMPETITIVE
LABOR MARKET**



**UNRELIABLE
SUPPLY CHAIN**



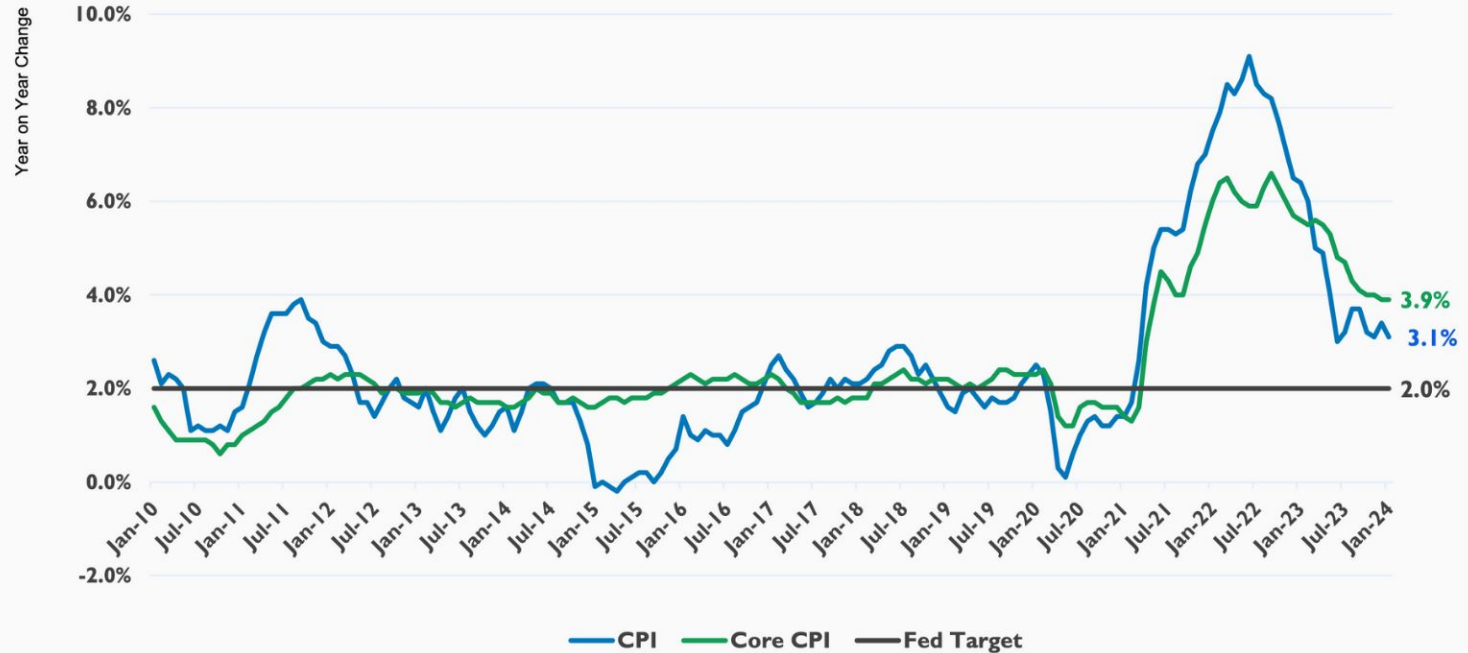
**POLITICAL
UNCERTAINTY**

Where We Are Forced to Go: External & Social Impacts



**ECONOMIC
UNCERTAINTY**

INFLATION



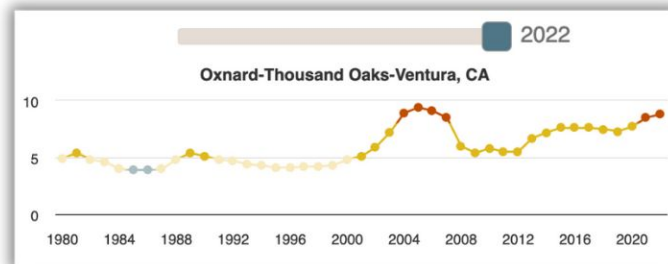
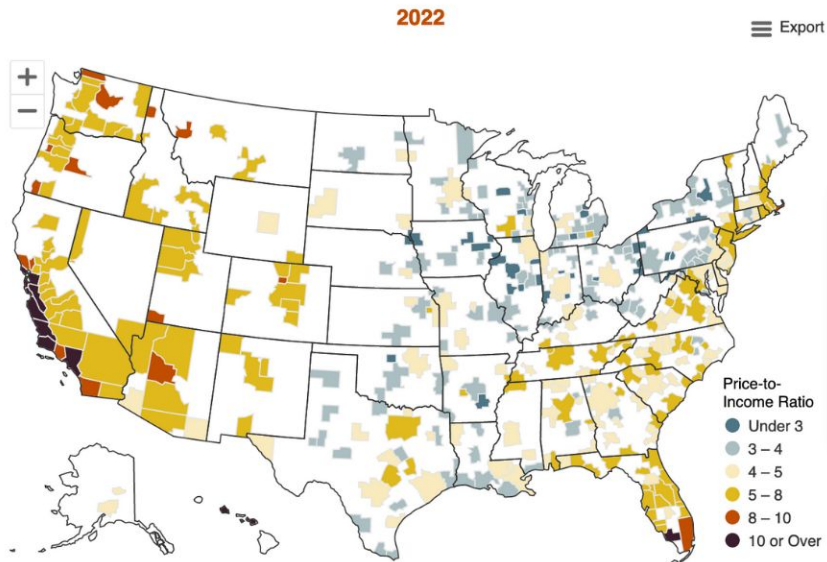
Source: U.S. Bureau of Labor Statistics. Data through January 2024



**ECONOMIC
UNCERTAINTY**

INFLATION

From 1980-2022, Home Price-to-Income Ratios Rose to All-Time Highs in Many Metros



Note: Home prices are the median sale price of existing single family homes and incomes are the median household income within markets. Income data for 2022 are based on Moody's Analytics forecasts.
Source: JCHS tabulations of National Association of Realtors, Metropolitan Median Area Prices, and Moody's Analytics estimates.



**ECONOMIC
UNCERTAINTY**

LOCAL GOVERNMENT BUDGETS

 KALW

Oakland city budget deficit could force OPD layoffs

A looming operating budget deficit could spell layoffs for the City of Oakland, which may include the Oakland Police Department.

 FOX 5 San Diego & KUSI News

City of San Diego faces \$167M budget deficit

The City of San Diego is predicting a major budget deficit, potentially shaking up the financial priorities for the city as early as June 30...

 **spotlight**

San Jose anticipates job cuts amid budget shortfall

 ABC10

Fairfield facing \$20M budget deficit, to make cuts

A "combination of cuts and new revenues" must be considered to settle the 2025-26 budget, according to Fairfield city manager David...

Los Angeles Times

Bass budget would reduce homelessness funding, scale back LAPD hiring goal

 Los Angeles Times

L.A. looks to cut 2,000 vacant city jobs amid budget woes

 ABC10.com KXTV

Sacramento faces \$66 million budget deficit

 Fresno Bee

Fresno faces potential \$37 million deficit amid rising costs. 'Something has to give'

The city of Fresno is confronting the potential of a \$37.2 million budget shortfall for its 2024-25 budget year – a result of anticipated...

 Independent

City of Santa Barbara Expects at Least \$7.1M Budget Deficit

Expenditures Continue to Outpace Revenues for Fiscal Year 2025 Operating Budget

 **PUBLIC CEO**

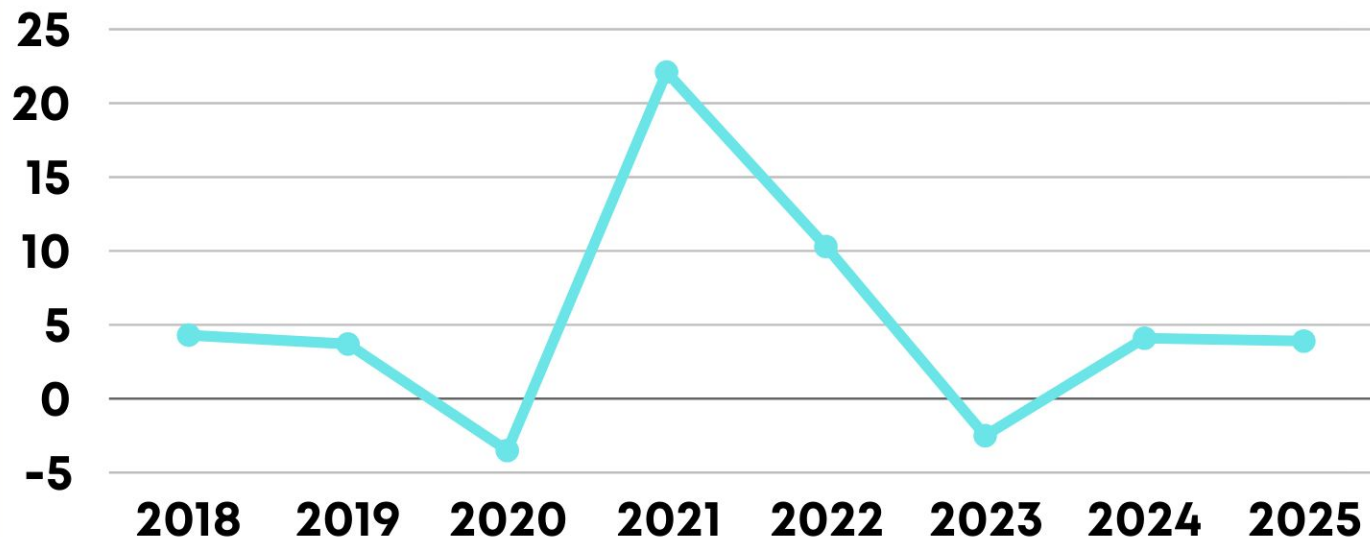
Willows City Council approves placing 1.5% sales tax measure on November 2024 ballot

CALIFORNIA SALES TAX REVENUES

Sales tax revenue growth for much of California is expected to be flat for the fourth quarter of 2023 and most of 2024.



**ECONOMIC
UNCERTAINTY**



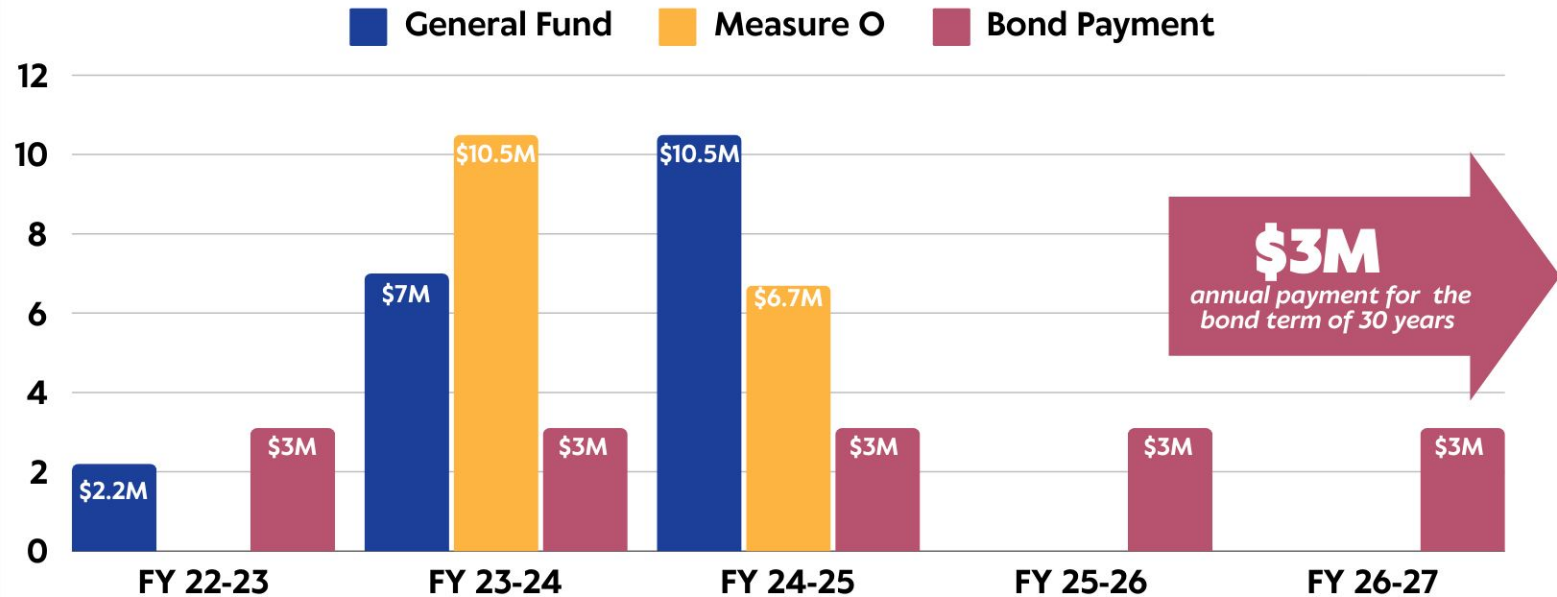
Source: UCLA Anderson Forecast December 2023 Economic Forecast

Where We Are Forced to Go: External & Social Impacts



AARON STARR
BONDING
LAWSUIT

CASH-FUNDING VS. ANNUAL BOND PAYMENT



If we had bond financed these projects, we would pay approximately \$3M rather than \$18M in one year.

Where We Are Forced to Go: External & Social Impacts



AARON STARR
BONDING
LAWSUIT

Where We Are

Proposed FY 2024-25 Investment



VS

\$20.8M*

\$19.4M needed to maintain
current PCI of 67**

**General Fund & Measure O investment.
Total Streets Investment for FY24-25 cost includes \$2.5M
carryover from FY 23-24 and \$5M Gas Tax.*

***Current PCI. Cost in 2023 dollars; does not include soft
costs*

Where We Should Go Over the Next 10 Years

Improve Streets & Alleys PCI to 70



Requires average annual investment of

\$23.3M*

to reach 70 PCI in 10 years

**Cost in 2023 dollars; does not include soft costs*

Where We Are Forced to Go: External & Social Impacts



**AARON STARR
BONDING
LAWSUIT**

OXNARD IS DEPRIVED OF IMPORTANT FINANCIAL TOOL

Examples of debt issues by comparable cities in term of population

	TOTAL	238,318,000	126,995,000	76,201,000	125,185,000	439,225,000	167,000,000
Issuer	Project Name	2019	2020	2021	2022	2023	2024
Elk Grove	District 56 & Old Town Plaza Imp		10,000,000			10,000,000	
Elk Grove	Police Department Facilities				12,035,000		
Fontana	New Fire Station No 81 & Training Facility Series A			23,125,000			
Fremont	Police Facility & LED Streetlight	73,365,000					
Glendale	Police Operations Building & Parking Facility	24,925,000					
Glendale	issuance documents pending						167,000,000
Huntington Beach	Donald W Kiser Corporation Yard Series A		4,835,000				
Huntington Beach	Donald W Kiser Corporation Yard Series B Taxable		14,440,000				
Moreno Valley	Electric Infrastructure Imp (Taxable)	15,830,000					
Ontario	Civic Center Improvements Series A				90,830,000		
Ontario	Equipment		31,085,000				
Ontario	Fiber Optic Improvements			18,031,000			
Ontario	M-TEMS Ontario Townhouses Series FN	24,663,000					
Ontario	Series A (Taxable)			35,045,000			
Ontario	Vista Verde Apts Series A	21,000,000					
Ontario	N/A					100,000,000	
Rancho Cucamonga	Fiber Optic Series A	9,875,000					
Rancho Cucamonga	Fiber Optic Series B (Taxable)	2,320,000					
San Bernardino	Rancho Palma				3,505,000		
San Bernardino	CFD No 2018-2					2,945,000	
Santa Clarita	LRB (Energy Efficiency Program) Series 2022A				12,845,000		
Santa Clarita	LRB (Energy Efficiency Program) Series 2022B				5,970,000		
Santa Clarita	Recreational Facility Series A		10,645,000				
Santa Clarita	Recreational Facility Series A-T (Taxable)		3,625,000				
Santa Clarita	Sheriff Station	25,850,000					
Santa Rosa	The Enterprise Series A		52,365,000				

Source: California Debt and Investment Advisory Commission (CDIAC) as of 03/25/2024

Where We Are Forced to Go: External & Social Impacts



**AARON STARR
BONDING
LAWSUIT**

OXNARD IS DEPRIVED OF IMPORTANT FINANCIAL TOOL

These are debt issues by Ventura County public entities, data from CDIAC as of 03/25/2024; new money (\$2.7 billion) and refinancing (\$1.3 billion)

Issuer County		Ventura							
Sum of Principal Amount		year							
Issuer Type	Issuer	Project Name	2019	2020	2021	2022	2023	Grand Total	
City Government			111,536,634	197,745,000	82,739,946	5,335,000	197,162,537	594,619,117	
Community College District			115,180,000					115,180,000	
Community Facilities District			37,610,000	35,105,000	19,570,000	14,965,000	25,280,000	132,530,000	
County Government			155,911,297	407,555,000	110,000,000	87,000,000	90,000,000	850,466,297	
Harbor Port District					5,756,000			5,756,000	
Housing Authority				69,547,069				69,547,069	
Joint Powers Agency			81,780,000	367,520,000	23,305,000	65,325,202	20,000,000	557,930,202	
K-12 School District			245,009,508	540,134,273	405,712,780	156,241,454	302,560,746	1,649,658,761	
Municipal Water District					39,145,000			39,145,000	
Sanitation District					15,271,000			15,271,000	
Water District				26,665,000		2,751,200	13,594,645	43,010,845	
Grand Total			747,127,439	1,644,271,342	701,499,726	331,617,856	648,597,928	4,073,114,291	

Oxnard:
\$110.8M

Source: California Debt and Investment Advisory Commission (CDIAC) as of 03/25/2024

Where We Are Forced to Go: External & Social Impacts



COMPETITIVE
LABOR MARKET

Police (Sworn Positions)

July 1, 2023

7.31% vacancy
rate



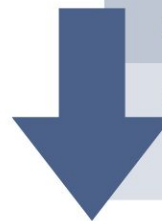
As of March 31, 2024

8.5% vacancy
rate

City-wide

June 30, 2023

14.09% vacancy
rate



As of March 31, 2024

11.18% vacancy
rate

Where We Are Forced to Go: External & Social Impacts



**UNRELIABLE
SUPPLY CHAIN**

Police Vehicles



Up to **8 months** for delivery

Pre-Covid

Today

The order for 15 police department vehicles has been **delayed by more than 3 years**

Fire Vehicles



Up to **1.5 years** for fire truck delivery

Experienced multi-year delays for essential equipment such as 5 Fire Engines, 1 Ladder Truck, 1 Paramedic Squad, 8 Command Vehicles, 8 Fire Station Utility Trucks, 12 Staff Vehicles.

Lead time for a new Fire Engine **4 years**, lead time for a new ladder truck is **4.5 years**



**POLITICAL
UNCERTAINTY**

City Council 5-Year Priorities: Progress & Challenges

2023 - 2027 | CITY COUNCIL 5-YEAR PRIORITIES

Quality of Life

1. Restore and enhance youth programs and launch the Oxnard Arts Academy for local youth in South Oxnard
2. Restore and enhance senior programs and build the Council-approved new Senior Center
3. Continue to address homelessness in Oxnard
4. Build an Aquatics Center in South Oxnard
5. Reopen the Carnegie Art Museum and create a process to study the Oxnard PACC

Economic Development

1. Focus on business retention and expansion and new business attraction
2. Train and prepare residents for employment at local businesses through the Oxnard Employee Pipeline
3. Revitalize the Hueneme/Saviers/Pleasant Valley/Channel Islands Corridor
4. Renovate 4th St between Downtown and train station to create a safe connection between the transit center and downtown
5. Create a new Zocalo in South Oxnard

Public Safety

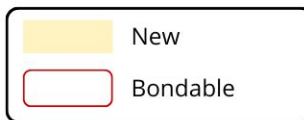
1. Maintain 911 emergency response times
2. Maintain fire protection services
3. Restore Neighborhood Police program
4. Restore and possibly increase paramedic squads
5. Create a modern disaster preparedness program to prepare the City for response and recovery from earthquakes, flooding and other disasters

Infrastructure and Natural Resources

1. Restore proper street paving cycle
2. Restore proper maintenance of parkways and medians, tree trimming cycle, and clean up the gateways to the City
3. Ensure adequate future water supply
4. Repair alleys
5. Repair seawalls

Organizational Effectiveness

1. Secure long-term financial sustainability
2. Replenish the City's financial reserves and establish sufficient reserves to respond to disasters such as earthquakes and floods
3. Invest in appropriate staffing levels to get the job done
4. Strengthen the City's cybersecurity
5. Invest in staff training and development



* Modest and incremental implementation of security cameras; data driven by OPD

* Modest and incremental implementation of a lifeguard program

5-Year Priorities: Snapshot of Progress & Challenges

QUALITY OF LIFE PROGRESS

Restore & Enhance Youth Programs

Prior to Measure E, the City's Recreation staff served nearly **98,000 youth** through its recreation centers and programming.

As part of the City's restoration efforts, by FY 23-24, Recreation staff is projected to serve nearly **138,000 youth**, an increase of **40.8%**.



Restore and Enhance Senior Programs

Since reopening the Colonia Senior Center in 2021, Oxnard has served over 150 additional seniors. In 2022, Colonia's open hours were extended two hours daily, increasing programmable time by over 500 hours annually, a 60% increase.



City has grown program offerings through Senior Services by 17% since Measure E, and with nearly 2,850 seniors participating annually in one or more of our 12 Senior Services programs.



South Oxnard Aquatics Center

Since approved by Council in 2021, staff received feedback from more than 1,000 community members on programming and design elements for the Aquatics Center. The City is completing the architectural & engineering design including securing all the required planning & building permits for the facility.

Oxnard Arts Academy

Since launching in 2021, **student participation increased nearly 48%** serving 84 students.



Continue to Address Homelessness



Construction continues downtown for the Casa de Carmen and the Oxnard Navigation Center, a 110-bed, 24-hour emergency shelter and 56 permanent supportive housing units with services provided by Ventura County Behavioral Health. The Center is expected to open in early 2025.

Carnegie and Oxnard Performing Arts Center

Staff is actively soliciting for engineering firms to conduct the next steps in a seismic assessment for both facilities. These assessments will identify and provide recommended upgrades to the structural elements of both facilities.



CHALLENGES

Build Council approved new Senior Center

Project placed on hold due to bond litigation

South Oxnard Aquatics Center

Project lacks funding for construction due to the bond litigation.

5-Year Priorities: Snapshot of Progress & Challenges

ECONOMIC DEVELOPMENT PROGRESS

Revitalize 4th Street between Downtown & Train Station

In 2024, the City started the design process for the 4th Street Mobility Improvements Project, which includes curb extensions, cross walks, bike lanes, bike racks, and lighting to help improve the experience of pedestrians and cyclists moving throughout the downtown area.



Train and Prepare Residents for Employment at Local Businesses through the Oxnard Employee Pipeline

Since 2021, City has worked with Oxnard College to create and refine Employee Pipeline coursework to meet the needs of our community, and is collaborating with 10 businesses to provide the skills for their workforce.



CHALLENGES

Create a new Zócalo in South Oxnard

Due to the impacts of the pandemic, the owner of the Centerpoint Mall has placed the Zócalo project on hold.

Employee Pipeline

Dr. Oscar Cobian has served as the Interim President since 2022 and has helped to move the Oxnard Employee Pipeline program forward.

The college just announced the hiring of their new president, Dr. Roberto Gonzalez, who will start July 1. The City looks forward to further developing the Oxnard Employee Pipeline with its leadership team.

Focus on business retention, expansion and new business attraction

Permits

The City continues to see an increase in development throughout Oxnard. In FY 22-23, the city issued 5,400 permits, a 29% increase over the prior year. The City is on track to issue 5,800 permits by the end of this fiscal year, a 7.4% increase.



Wayfinding Project

Invested \$1M of American Rescue Act Program (ARPA) funding to design and construct a new Wayfinding Program consisting of fresh, modern signage to be installed throughout Oxnard. The signage will inform and promote areas of interest and tourism destinations throughout the city.



Hotel Development

Transient Occupancy Tax (TOT) from hotels represent another revenue stream for the City's General Fund. In FY 23-24, TOT revenue is estimated at \$5.6M.



In 2024, construction continues for two new Marriott hotels located just off the 101. They are expected to open in 2025 and 2026, bringing additional revenue to Oxnard.

5-Year Priorities: Snapshot of Progress & Challenges

PUBLIC SAFETY PROGRESS

Restore and possibly increase paramedic squads

In 2018, the City had 10 firefighters/paramedics. By 2023, the City doubled its training efforts to have **20 firefighters/paramedics** on staff.

The City also received a grant to place a second paramedic squad at Station 6. By operating with two response squads in 2023, the squads reduced their response time to 4 minutes, 40 seconds.



Maintain 911 Emergency Response Times

The total call volume in 2023, which includes incoming, outgoing, and abandoned calls, was **332,677**. The number of calls requesting police for a response or service was **119,545**, a **2%** increase over the prior year.

The average response time to an emergency call was 4 minutes and 13 seconds.

For Fire, in 2023 the department received **21,650** calls for service, a **5.6%** increase over the previous year.



Maintain fire protection services

Staffing

Since 2020, the Oxnard Fire Dept. has hosted four fire academies that welcomed 42 graduates to help the department catch up on staffing needs.

The Department currently staffs 120 firefighters, 40 per shift, which represents .58 firefighters per 1,000 residents. The California average is to employ .93 firefighters per 1,000 residents.

Smoke Detector Installations

The Oxnard Fire Department has installed 7,500 smoke alarms in two and a half years, with plans to install another 5,000 to protect the community's safety and well-being.



CHALLENGES

Maintain 911 emergency response times

The City's Emergency Communications Center is currently staffed with 22 Public Safety Dispatchers, 6 Dispatch Supervisors, and a manager.

- Currently have 3 vacant Public Safety Dispatcher positions.
- Vacancies for essential positions create the need to mandate shifts, which increases fatigue and workplace stress.

Police Recruitment

- There has been a steady decline in police department recruitment applications. At the end of the 2023 calendar year, the department experienced a nearly 54% decrease in applications.
- As the department struggles to fill vacancies and recruit new hires, the City Council has approved recruitment incentives to help restore adequate police department staffing to ensure public safety and protection of the community.

Essential Vehicle Order Delays

The City is still experiencing supply chain disruptions stemming from the pandemic. Police vehicle deliveries have been delayed by 3 years, and fire vehicles by more than 4 years.

5-Year Priorities: Snapshot of Progress & Challenges

INFRASTRUCTURE & NATURAL RESOURCES PROGRESS

Restore proper street paving cycle and repair alleys

Since 2021, with the voters approval of Measure E, the City has invested **\$54.7 million** to restore Oxnard's streets and alleys after many years of deferred maintenance, bringing our Pavement Condition Index (PCI), which is the "grade out of 100" for our streets from a 64, to a our current PCI of 67.



Restore proper maintenance of parkways and medians, tree trimming cycle, and clean up the gateways to the City

Prior to Measure E, the City could only afford to maintain just 1,500 trees annually. Oxnard now invests approximately **\$1.3M annually** to trim **over 7,000** each year.



The City also budgets **\$5.6M annually** to maintain Oxnard's parks, public spaces and parkways, resulting in improved maintenance services. The restored service levels for all General Fund parks, medians and parkways include:

	Pre Measure E	With Measure E
Parks Mowing	Attempted monthly	Weekly / Every two weeks
Tree Pruning	Budget for 1,562 annually	7,000+ annually
Parks Trash Removal - Contract	Weekly	4x per week
Restroom Cleaning - Contract	As available	Daily restroom custodial services
Gopher Control	No set schedule	Monthly
Irrigation	No on-call irrigation services	On-call irrigation services

Ensure Future Water Supply

In 2023, Oxnard began constructing an Aquifer Storage and Recovery (ASR) water well to recharge groundwater storage during drought



Repair Seawalls

Since 2021, the City invested \$1.53 million to repair the pilaster jackets (columns) of the seawalls at various locations, monitor and inspect the foundation, and to create the design for future repairs of certain portions of the walls.

CHALLENGES

Maintenance

Current budget for maintenance is only to restore services that were cut by previous limited budgets; restored maintenance provides adequate levels of service but not enhanced.

Seawalls

Funding has not been secured for the estimated \$200 million total project cost to repair and extend the lifespan of all seawalls.

5-Year Priorities: Snapshot of Progress & Challenges

ORGANIZATIONAL EFFECTIVENESS PROGRESS

Secure long-term financial sustainability

Reserves

Financial best practices recommend a **minimum General Fund reserve balance of two months of operating expenses, or 16.6%**. The City's ability to maintain this fund balance will also assist in mitigating future risks as well as improving the City's S&P Bond Rating. The City was able to assign a General Fund Operating Reserve of 13% based on FY 23-24 Council's adopted operating reserve policy for the General Fund.



Standard and Poor's (S&P) Ratings



In October 2022, Standard and Poor's Global Ratings upgraded the City's Issuer Credit Rating from "A" to "A+." The report also revised its long-term rating on the City's lease revenue bonds from "A-" to "A", the City's Gas Tax Bond from "A+" to "AA-" and assigned a "stable" outlook to all three. **The new S&P ratings marked Oxnard's 5th upgrade by S&P in the span of 12 months.**

Strengthen the City's cybersecurity

Since 2021, the City has been rolling out enterprise resource planning (ERP) system that modernizes Oxnard's IT infrastructure and continues to strengthen the organization's cybersecurity. The technological overhaul was delayed for decades due to budget shortfalls. Additionally, the City has remediated 1/3 of City cybersecurity audit findings and contracted with a security operations center (SOC) vendor to manage our daily security overview.



Investments in Staff Training and Development

The City's Human Resources department launched a series of new training programs that enhance employee training at all levels.



Highlights include graduating 18 employees from a Customer Service Workshop; 19 non-supervisors trained in leading teams; and 71 supervisors graduating from a class series focused on supervision and leadership.

CHALLENGES

Invest in appropriate staffing levels to get the job done

The national labor shortage has also impacted City operations. In FY 22-23, the City ended the year with a 14.09% vacancy rate.

However, the market is showing improvements. By the end of 2023, the City saw a nearly 55% increase in the number of applications it received. The City's overall vacancy rate is trending lower at 11.18% as of March 31, 2024.

The city has also experienced a drop in staff turnover, and it's annualized attrition rate has dropped from 12.99% to 4.28%.

Progress: Adhere to Key Financial Principles

 Maintain Fund Balance	 Debt Capacity	 Budget Flexibility	 Financial Performance	 Management	 Cyber Security	 Financial Reporting
A minimum General Fund reserve of two months of operating expenses, or 16.6%	- Including debt as a % of Governmental Fund Revenues - Target would be less than 25%	- Including fixed costs as a % of total Government Fund Expenditures (<i>i.e. Debt Service, Pension, Health Care</i>) - Target Fixed Cost would be less than 30% of total expenditures	Year end results would be within 10% of budget	- Demonstrating how government is making a difference in the lives of residents - Being proactive and experienced - Providing accountability & transparency	- Demonstrating sound cyber policies will protect the City's S&P rating - Data breaches or leaks from hackers could result in a ratings downgrade	Producing financial statements and reports that receive clean opinions from external auditors

PROGRESS MILESTONES (as of April 2024)

						
City continues to raise its reserve contributions each year by 1% each year: FY 23-24 = 13% ✓ FY 24-25: Recommendation to accelerate reserve policy and fund 16.6% with surplus	City has improved its debt capacity to "strong" based upon methodology used by Standard & Poors	City's Budget Flexibility improving to 8% in FY2024-25 from 10% in FY2021-22.	- Continued enhancements to financial reporting software improve accuracy of forecasts - Increasing transparency through monthly reports to the City Council and providing updated information on City website	- Maintaining and restoring services while addressing the long term liabilities - Stable leadership team	City strengthening cyber policies	4 consecutive years with an audited unmodified opinion - FY 2023 clean single audit

Fiscal Year 2024-25



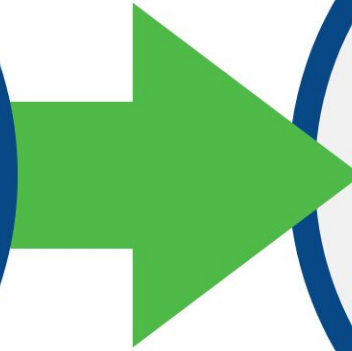
Proposed Budget Highlights



FY 2024-25 Proposed General Fund Budget



Received
~\$20M
in department
requests



Staff can only
recommend
\$10.76M
for proposed budget

New General Fund Investments for Fiscal Year 2024-25

General Fund



\$1.1M

POLICE DEPARTMENT

Includes overtime, body worn cameras, patrol vehicle leases and Ventura County Animal Shelter services



\$2.7M

FIRE DEPARTMENT

Includes overtime, 3 firefighters from Grant Fund to General Fund, Fire vehicle leases and utilities inflation



\$1.5M

PUBLIC WORKS DEPT.

Includes bucket truck, utilities inflation, water and waste water inflation for Parks, maintenance contracts inflation and 10 Parks vehicle leases



~\$3M

GENERAL FUND EMPLOYEES

Includes MOU changes for the people who provide the services for the City



\$0.5M

CULTURAL & COMMUNITY SERVICES

Includes adjustments for temporary labor costs, utilities inflation, Jr. High Grad Night and investments in staff training



\$4.3M

INTERNAL SERVICES

Supports required facility maintenance, cyber security, IT systems, insurance and vehicle maintenance



\$0.5M

CITY MANAGER

Carnegie Museum/ Native American Artifacts



\$0.9M

STAFFING INVESTMENTS

New positions / reclasses to meet appropriate staffing levels to get the job done



\$1.5M

INSURANCE

Covers workers comp increases

General Fund CIP



\$0.3M

Ormond Beach Restorations



\$0.5M

Roof Replacements at Various Facilities



\$3.3M

ERP System Investments



\$7.2M

Arterial Street Resurfacing

New **Measure O** Investments for Fiscal Year 2024-25

Measure O



\$150K

CITY CLERK

Additional Ballot Measures in November 2024 General Election



\$100K

FIRE DEPARTMENT

Fire Department Plan Check Consulting



\$300K

PUBLIC WORKS DEPT.

Purchase of a 10-ton Dump Truck



\$200K

PUBLIC WORKS DEPT.

Purchase of a backhoe



\$160K

HOUSING DEPARTMENT

Investment in Rent Stabilization Program

Measure O CIP

Cultural & Community Services



\$0.1M

Colonia Park Pool Repair & Equipment Replacement



\$0.2

La Colonia Boxing Gym Improvements



\$0.2M

South Oxnard Library Remediation



\$1M

Public Restroom Improvements



\$1M

Traffic Signal Modernization



\$2.5M

Mandalay Bay Seawalls



\$4M

Citywide Alleyway Resurfacing



\$5M

Neighborhood Street Resurfacing

Fiscal Year 2024-25: Budget Surplus



Recommendation to City Council of the following investments

ONE-TIME SURPLUS OF \$35M*

**Payment Towards
Long-Term Debt**



\$20M

**Reserve
(Rainy Day Fund)**



\$9.5M

16.6% Reserve = \$37.3M

**Set-Aside for
Mid-Year**



\$5.5M

**Projected surplus as of June 30, 2024*

Measure O Weaning Schedule



**Measure O will sunset
in March 2029.**



**The Measure O weaning
schedule allows a
smooth transition so
there is no cliff when
Measure O sunsets.**



**The Measure O Committee
recommended a weaning
schedule on April 28, 2022,
which the City Council
adopted on June 7, 2022.**

Measure O Weaning Schedule

MEASURE O

FY22-23

FY23-24

FY24-25

March 2029

*Year-over-Year
Weaning to Absorb
Programs into
General Fund*

Fire Station 8
Operations
(including 21
positions)



Enhancing
Community
Police
(16 positions)

Homeless
Program



911 System
(CAD/RMS)
including 3
positions

Integrated
Library System

Library Wifi
Operational



GENERAL FUND*

\$4,758,918

\$5,168,968

\$1,040,299

FY 2024-25 Measure O Weaning and One-Time Projects



MEASURE O

WEANING

CAD/RMS OPERATIONAL
Operation of the Public Safety 911 Computer-Aided Dispatching (CAD) system and Law Enforcement Record Management System (LERMS)

FTEs: 3.0

\$958,984

INTEGRATED LIBRARY SYSTEM

User-friendly library management system that is designed for more efficient check-in and check-out, billing and invoicing, cataloging and public access to the library's 400,000 volume collection

\$79,315

LIBRARY WIFI OPERATIONAL

Wi-Fi availability at the Main Library, South Oxnard and Colonia Branch Libraries

\$2,000

ONE-TIME FUNDS

GENERAL FUND*

GENERAL FUND - \$10.75M*

ONE-TIME PROJECT
Citywide Alleyway Resurfacing

\$4,000,000

ONE-TIME PROJECT
Neighborhood Street Resurfacing

\$4,981,000

ONE-TIME PROJECT
Traffic Signal Modernization

\$1,000,000

ONE-TIME PROJECT
Public Restroom Improvements

\$1,000,000

ONE-TIME PROJECT
Colonia Park Pool Repair and Equipment Replacement

\$120,000

ONE-TIME PROJECT
South Oxnard Library Remediation

\$200,000

ONE-TIME PROJECT
La Colonia Boxing Gym Improvements

\$200,000

ONE-TIME PROJECT
Mandalay Bay Seawall Repair

\$2,500,000

*Projects over \$100K

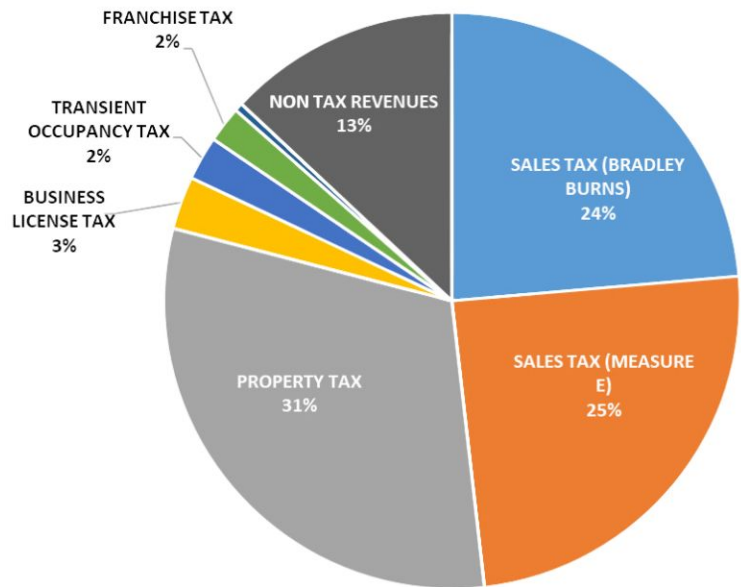
The General Fund has absorbed \$11M of Measure O programs and staffing

General Fund FY 2024-25

Estimated Preliminary Revenues + Proposed Expenditures

REVENUE SOURCES

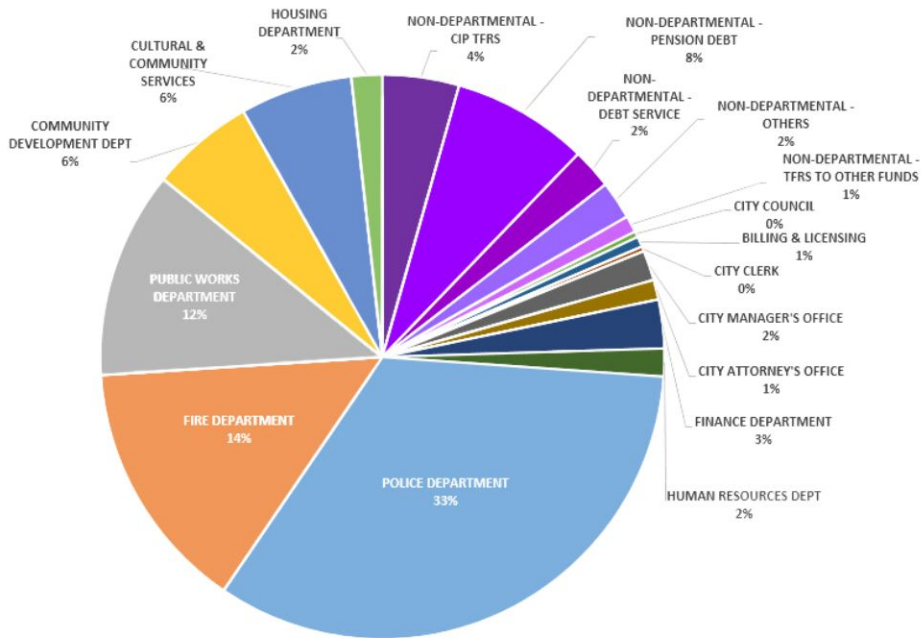
Proposed FY 2024-25
General Fund Revenues - \$235.7 (millions)*



*Preliminary figures as of May 8, 2024

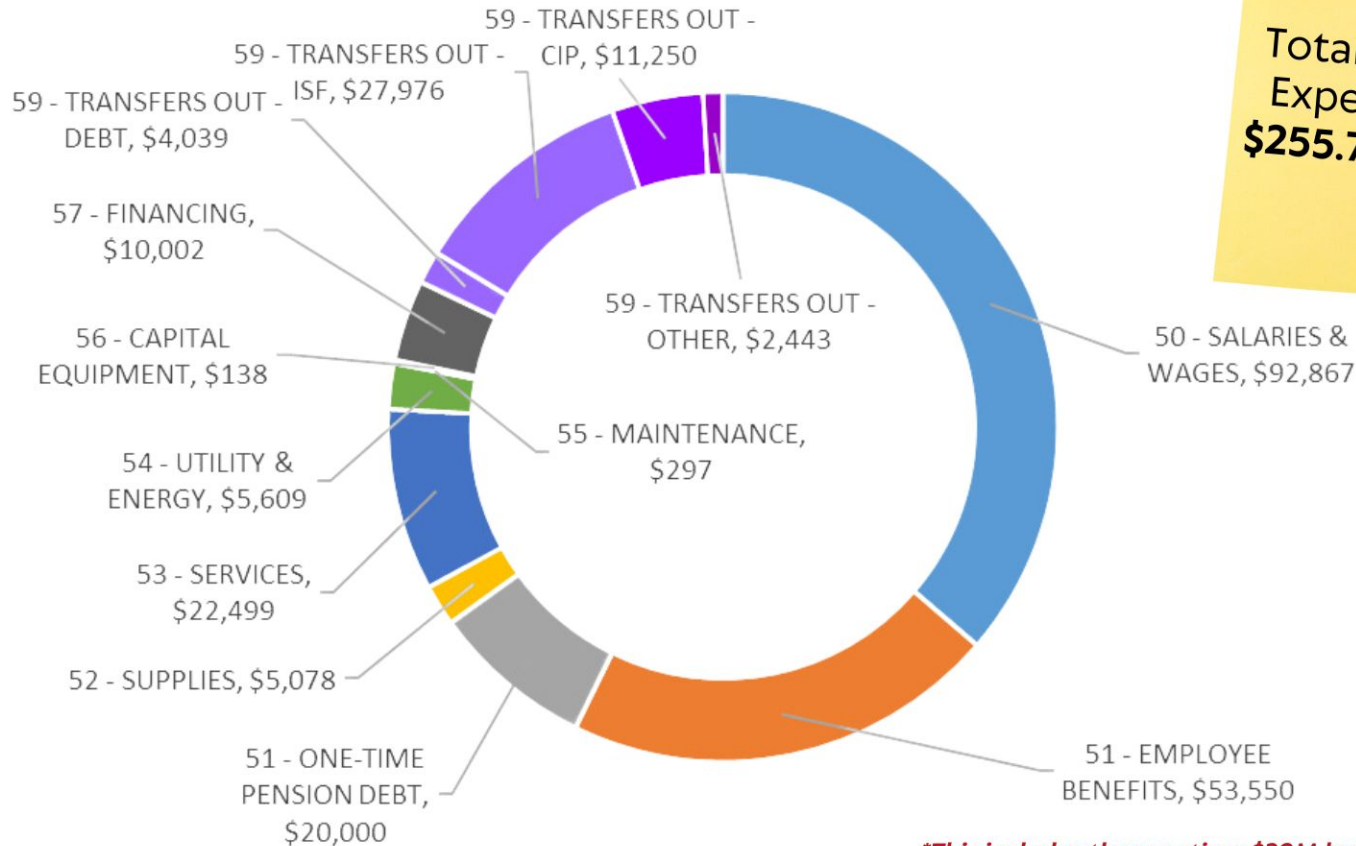
EXPENSES (BY DEPARTMENT)

Proposed FY 2024-25
General Fund Expenditures - \$255.7 (millions)**



**This includes the one-time \$20M long-term debt payment

General Fund Proposed Budget Fiscal Year 2024-25



**Total Proposed Expenditures:
\$255.7 (millions)***

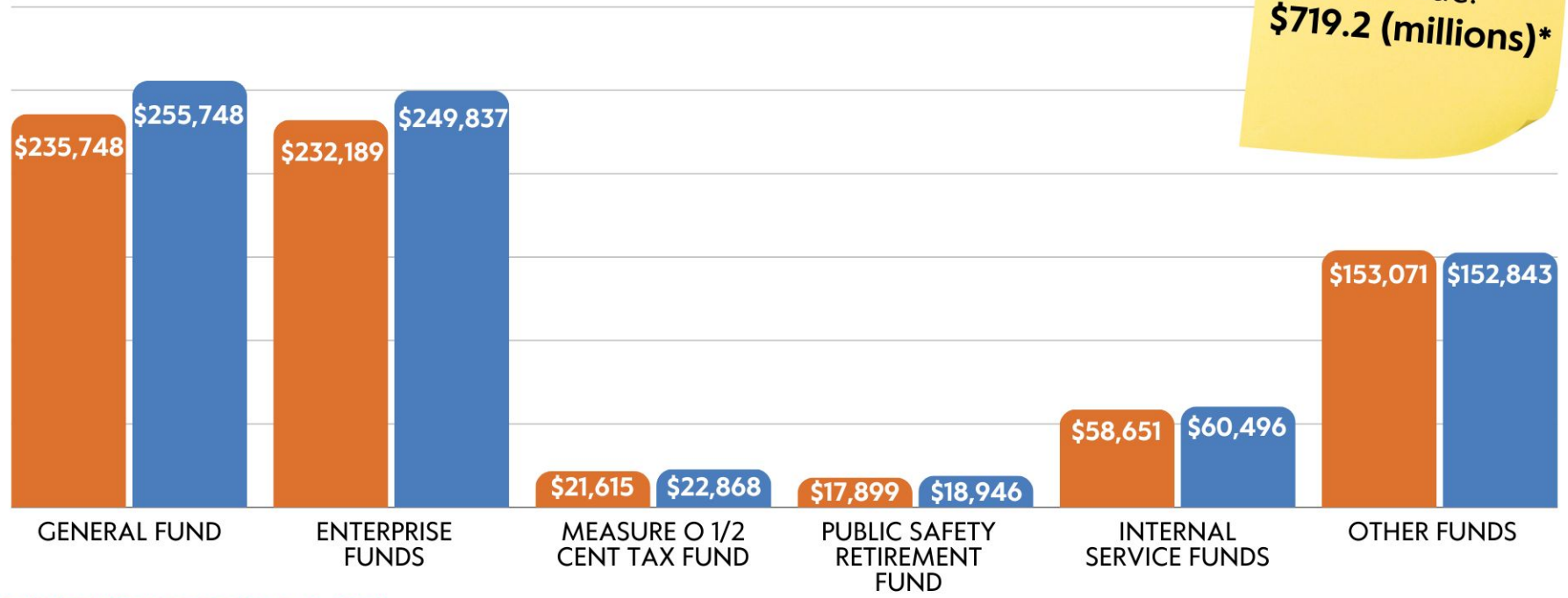
**This includes the one-time \$20M long-term debt payment*

All Funds FY 2024-25 Budget

Estimated Preliminary All Fund Revenues + Proposed Expenditures*

All Funds (millions)*

Revenue Expenses



*Preliminary figures as of May 8, 2024

Reminder: Economic & Social Impacts on Local Government

**COMPETITIVE
LABOR MARKET**

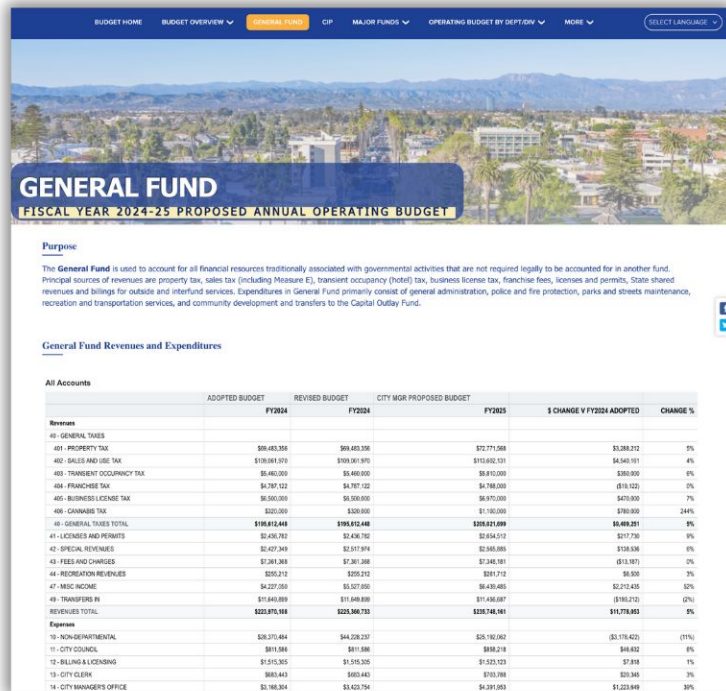
**UNRELIABLE
SUPPLY CHAIN**

INFLATION

LAWSUITS



City's First Online, Digital Budget



UPCOMING MEETINGS:

May 14

Finance and Governance Committee Meeting

June 4

**City Council Public Hearing on FY 2024-25
Operating Budget**

June 18

**City Council Proposed Adoption of the FY 2024-25
Operating Budget and Capital Improvement Budget**

END OF PRESENTATION





FINANCE AND GOVERNANCE COMMITTEE AGENDA REPORT

REPORTS AGENDA ITEM NO. D.5

DATE: May 14, 2024

TO: Finance & Governance Committee

FROM: Javier Chagoyen-Lazaro, Chief Financial Officer, (805) 200-5400,
javier.chagoyenlazaro@oxnard.org

SUBJECT: Annual Delegation of Investment Authority. (10 minutes)

RECOMMENDATION

That the Finance and Governance Committee recommend the City Council Adopt a Resolution Delegating Investment Authority to the City Treasurer for FY 2024-25.

BACKGROUND

Government Code section 53607 authorizes the City Council to delegate its authority to invest or to reinvest City funds, or to sell or exchange securities so purchased, for a one-year period to the City Treasurer. The Council may also renew this delegation of authority each year. On September 15, 1992, the City Council adopted Resolution No. 10,455, delegating to the City Treasurer the authority to invest and to reinvest surplus City funds in short-term public investments and securities. The attached resolution renews the City Treasurer's investment authority pursuant to Resolution No. 10,455 and Government Code section 53607.

STRATEGIC PRIORITIES

This agenda item supports the Organizational Effectiveness strategy. The purpose of the Organizational Effectiveness strategy is to reinforce, stabilize, improve, and strengthen the organizational foundation of the City in order to build a modern, high-functioning City government that effectively and efficiently supports the operating departments in providing high-quality services and programs for our residents and businesses.

FINANCIAL IMPACT

There is no financial impact.

Prepared by: Javier Chagoyen-Lazaro, Chief Financial Officer

ATTACHMENTS

1. Resolution - FY 24-25 Annual Delegation of Investment Authority

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OXNARD
DELEGATING INVESTMENT AUTHORITY TO THE CITY TREASURER**

WHEREAS, on September 15, 1992, the City Council adopted Resolution No. 10,455, delegating to the City Treasurer the authority to invest and reinvest City funds; and

WHEREAS, effective January 1, 1997, Government Code section 53607 was amended to provide the authority of the City Council to invest or to reinvest City funds, or to sell or exchange securities so purchased, may be delegated for a one-year period by the Council to the City Treasurer, who shall thereafter assume full responsibility for those transactions until the delegation of authority is revoked or expires; and

WHEREAS, it remains the intention of the City Council to delegate such authority to the City Treasurer.

NOW, THEREFORE, the City Council of the City of Oxnard resolves to delegate to the City Treasurer the authority to invest and to reinvest City funds, and to sell and exchange securities so purchased, thereby reaffirming such delegation of authority contained in Resolution No. 10,455, for a one-year period.

PASSED AND ADOPTED this 18th day of June, 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

John C. Zaragoza, Mayor

ATTESTED:

Rose Chaparro, City Clerk

APPROVED AS TO FORM:

Stephen Fischer, City Attorney



FINANCE AND GOVERNANCE COMMITTEE AGENDA REPORT

REPORTS AGENDA ITEM NO. D.6

DATE: May 14, 2024

TO: Finance & Governance Committee

FROM: Javier Chagoyen-Lazaro, Chief Financial Officer, (805) 200-5400,
javier.chagoyenlazaro@oxnard.org

SUBJECT: Public Safety Property Tax Assessment FY 2024-25. (10 minutes)

RECOMMENDATION

That the Finance and Governance Committee review and recommend to City Council the adoption of a resolution establishing the FY 2024-25 tax rates on property in the City of Oxnard for the payment of voter-approved obligations related to public safety personnel pension expenses.

Please click the following link to view the required Measure M pre-recorded presentation video: https://youtu.be/8LGh8C_esbA

BACKGROUND

A special municipal election held on October 23, 1951, authorized the City to enroll its Fire and Police Safety employees in the California State Employees' Retirement System (later renamed the California Public Employees' Retirement System or CalPERS), and obligated the City to pay the annual costs of participation in the retirement system. Each year, the City Council adopts a resolution establishing the annual tax rate on property in the City of Oxnard for the payment of voter approved obligations, which is exempt from the one percent (1%) tax limitation established by Proposition 13. This tax is sometimes referred to as the "Carman Override" based upon the California Supreme Court case *Carman v. Alvord* in which the court ruled that voter approved pension costs constituted debt that could be supported by a tax levy in excess of the 1% maximum allowed by Proposition 13. Only 24 out of 482 cities in California have access to this property tax override.

The City has two taxing districts, District I and District IV. District IV consists of property that in December 1969 was annexed to the City, but not into District I, and accounts for less than one quarter of one percent of the City's property tax base. The City's tax rate for the voter-approved obligations only applies to District I. All future annexations into the City now also require annexation into District I, such that any future annexed area would be subject to tax levy for voter approved indebtedness.

A 2002 court case in the City of Huntington Beach limited costs covered by the public safety property tax to the pension benefits in effect when Proposition 13 became effective - July 1, 1978. Costs for increased benefits granted after July 1, 1978, are excluded from the tax calculation.

The City engaged Foster & Foster, Inc., to complete an actuarial analysis and estimate the eligible CalPERS costs for FY2024-25. Its analysis determined the eligible CalPERS costs related to Police and Fire employees' salaries that can be paid from the proceeds of the public safety property tax assessment for FY 2024-25 are an

estimated \$18,946,120. Total public safety retirement costs for FY 2024-25 are estimated at \$28,027,068.

The tax rate is calculated each year based on forecast expenditures, the available fund balance that can be utilized and the forecasted assessed property values. As a result of a City-initiated audit, the County Tax Collector began applying the Public Safety Property Tax Assessment to RDA and Unitary properties beginning in FY2020-21. The levy on these Unitary railroad and utility properties, which is collected by the State, helps to lower the assessment on the remaining local properties.

The estimated surplus fund balance for the Public Safety Retirement Fund (Fund 119) at June 30, 2024, is \$1,046,793, which will be credited against the required revenue in FY 2024-25 to produce a new net tax rate, calculated as follows:

Beginning fund balance (Fund 119) at July 1, 2023	\$2,263,361
Plus: estimated revenue received through June 30, 2024	16,230,624
Less: estimated expenditures through June 30, 2024	<u>(17,447,192)</u>
Total estimated ending fund balance at June 30, 2024	\$1,046,793
Forecasted eligible public safety expenditures for FY 2024-25	\$18,946,120
Less: estimated fund balance at June 30, 2024	(1,046,793)
Total assessment for FY 2024-25	\$17,899,327
Less: estimated Unitary tax contribution	5,222,552
Total amount assessed on Oxnard property base for FY2024-25	\$12,676,775

Based upon projected taxable assessed value (AV) for FY 2024-25 of \$26,801,440,105, and projected contributions of \$5,222,552 from State-allocated unitary tax payments, the total tax rate required to generate \$17,899,327 to contribute toward eligible Police and Fire retirement costs is \$0.047299 per \$100 of assessed value (AV). As an example, for every \$100,000 in assessed value, a property owner will pay \$47.30. This assessment is 3.4% higher than the FY2023-24 assessment of \$.045750 per \$100, resulting in an increase of \$1.55 per \$100,000 of assessed value. The maximum allowable tax rate for the Public Safety Pension Tax is \$0.076637 per \$100 of AV, which would result in a payment of \$76.64 for every \$100,000 of AV.

The proposed budget for FY 2024-25 includes approximately 137 fire positions and 242 police positions covered under the voter approved authorization.

STRATEGIC PRIORITIES

This agenda item is a routine operational item or does not relate to the five strategic priorities adopted by City Council on March 16, 2021.

FINANCIAL IMPACT

The total estimated retirement cost for FY 2024-25 for 379 public safety employees is \$28.0 million, of which \$18.9 million is the amount eligible to be levied through the Public Safety Tax assessment. After accounting for the estimated \$1.0 million surplus fund balance at the end of June, 2024 for the Public Safety Retirement Fund, the net amount assessed or levied for FY 2024-25 is \$17.9 million. Of that, \$5.2 million is estimated to be collected through unitary taxes, leaving \$12.7M to be collected from the local tax base. This results in a net tax rate of \$0.047299 per \$100 of assessed value. The remaining public safety retirement cost of \$9.1 million is budgeted in other operating funds for FY 2024-25, primarily in the General Fund.

Prepared by: Jim Costello, Financial Analyst III

ATTACHMENTS

1. FY 2024-25 Property Tax Resolution
2. FY 24-25 Public Safety Property Tax Assessment Presentation

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OXNARD
ESTABLISHING THE FISCAL YEAR 2024-25 PROPERTY TAX RATE
FOR VOTER APPROVED OBLIGATIONS

WHEREAS, Section 2237.2 of the Revenue and Taxation Code requires that within 90 days of the end of the fiscal year, the City report to the County Controller the tax rate and total revenues expected to be generated in the current fiscal year for voter approved obligations; and

WHEREAS, the City's adopted budget for the Fiscal Year 2024-25 appropriates monies required to pay voter approved obligations of the City; and

WHEREAS, the total assessed valuation for Fiscal Year 2024-25 was estimated based on Ventura County Auditor-Controller provided assessed valuation of City tax districts for tax rate purposes.

NOW, THEREFORE, the City Council of the City of Oxnard hereby determines and resolves that the following amounts of revenue from property taxes are required for the current fiscal year to pay the City's obligation for public safety retirement expenditures:

Total Property Taxes from Required FY 2024-25 Tax Rates on	
Projected Secured and Unsecured Assessed Values	<u>\$17,899,327</u>

The City Council of the City of Oxnard further resolves that for the purpose of raising such revenue the rates of taxation for the different portions of the City are hereby fixed and taxes are hereby levied on the taxable property in the City for the fiscal year beginning July 1, 2024, in the number of dollars upon each one hundred dollars of the assessed value of the property as assessed by the County Assessor and equalized by the Board of Equalization of the County of Ventura as set forth in the following table. The taxes levied upon property in each portion of the City hereinafter described and designated by a tax district number is at the rate set in the column headed by the tax district number which is prefixed to the description of such portion of the City as hereinafter stated.

TAX DISTRICT I

All territory included within the boundaries of the City, as originally incorporated, and all territory annexed to the City by action of the City Council by annexation proceedings, excepting there-from Annexation No. 69-9.

TAX DISTRICT IV

All territory annexed to the City by action of the City Council as described in Ordinance No. 1255, adopted November 12, 1969, to become effective December 12, 1969, known and referred to as Annexation No. 69-9 (Rancho La Ribera).

	DISTRICT I	DISTRICT IV
Public Safety Retirement Fund		
Tax Rate Required (Per \$100 Assessed Value)	0.047299	-0-
Total Tax District Tax Rates (Per \$100 Assessed Value)	0.047299	-0-

The City Council of the City of Oxnard further resolves that the foregoing tax rate is determined to be necessary to provide revenues required for the stated purpose during the period specified; that the City Council does hereby levy this sum on the property in such tax districts for Fiscal Year 2024-25; that in accordance with Government Code Section 36936.1, the City Clerk is instructed to cause this resolution to be published one time in the newspaper within 15 days after adoption; and that the City Clerk is instructed to transmit immediately to the County Auditor a certified copy of this resolution.

PASSED AND ADOPTED this 18th day of June, 2024, by the following

vote: AYES:

NOES:

ABSENT:

John C. Zaragoza, Mayor

ATTEST:

Rose Chaparro, City Clerk

APPROVED AS TO FORM:

Stephen M. Fischer, City Attorney

Public Safety Property Tax Assessment for FY2024-25 (Carman Override)

Annual resolution setting the tax rate on property in the City of Oxnard for the payment of voter-approved obligations related to public safety personnel pension expenses

Finance and Governance Committee Meeting

Jim Costello, Administrative Services Analyst
May 14, 2024

That the Finance and Governance Committee review and recommend to City Council the adoption of a resolution establishing the Fiscal Year 2024-25 tax rates on property in the City of Oxnard for the payment of voter-approved obligations related to public safety personnel pension expenses

- Public safety pension cost obligation authorized by voters in 1951
- Applies only to public safety pension benefits that were in effect on July 1, 1978
- Capped at the rate that was in effect in 1983-84 (\$0.076637 per \$100 of assessed value)
- Third-party actuarial analysis performed annually to determine eligible costs
- The proposed budget for FY 2024-25 includes approximately 137 fire positions and 242 police positions
- Total estimated public safety CalPERS retirement costs for FY2024-25 are \$28,027,068
- Estimated eligible public safety CalPERS retirement costs: \$18,946,120

Factors used in determining required tax rate

Total projected assessed property value for FY2024-25	\$26,801,440,105
Total projected eligible expenses for FY2024-25	\$18,946,120
Projected ending available fund balance (fund 119)	\$1,046,793
Total revenue required from assessments	\$17,899,327
Projected revenue from unitary properties*	\$5,222,552
Revenue required from assessed properties	\$12,676,775
Tax rate needed to meet required revenue	\$0.047299 per \$100

*Unitary property is property in the City that is owned by railroads and utilities that is taxed at the state level and allocated back to the cities and counties. Following a City-initiated audit, the City began receiving Public Safety Pension tax payments on unitary property in FY2020-21 resulting in lower assessments on the remaining City properties.

That the Finance and Governance Committee review and recommend to City Council the adoption of a resolution establishing the Fiscal Year 2024-25 tax rates on property in the City of Oxnard for the payment of voter-approved obligations related to public safety personnel pension expenses



Questions?

