



Ventura Harbor
HOME OF THE CHANNEL ISLANDS NATIONAL PARK

FY20-21 Final Budget

Board of Commissioners Meeting

July 1, 2020



Recommendation

That the Board of Port Commissioners:

- a) Adopt Resolution No. 3395, approving the Fiscal Year 2020-2021 Ventura Port District Budget and Five-Year Capital Improvement Plan (CIP);
- b) Adopt Resolution No. 3396, establishing the Salary Schedule for Non-represented Employees for the Fiscal Year 2020-2021.
- c) Implement a salary freeze and hiring freeze for FY20-21. The MOU with SEIU or Full-Time Harbor Patrol Officers will not be affected by the salary freeze.



Operating Revenues (Budgeted vs. Forecast)

Fiscal Year	Revenues	% +/-
FY16-17	\$9,193,063	13%
FY17-18*	\$8,514,086	<7%>
FY18-19	\$8,969,830	5%
FY19-20**	\$8,328,600	<7%>
FY20-21***	\$7,937,500	<5%>

* FY17-18 actual revenues were down 7% due to a one-time lease commencement fee paid by Portside Partners in the amount of \$1,200,000 in FY16-17.

** Current year estimated/actual (actuals of May 1)

*** FY20-21 forecasted.



Operating Expenses (Budgeted vs. Forecast)

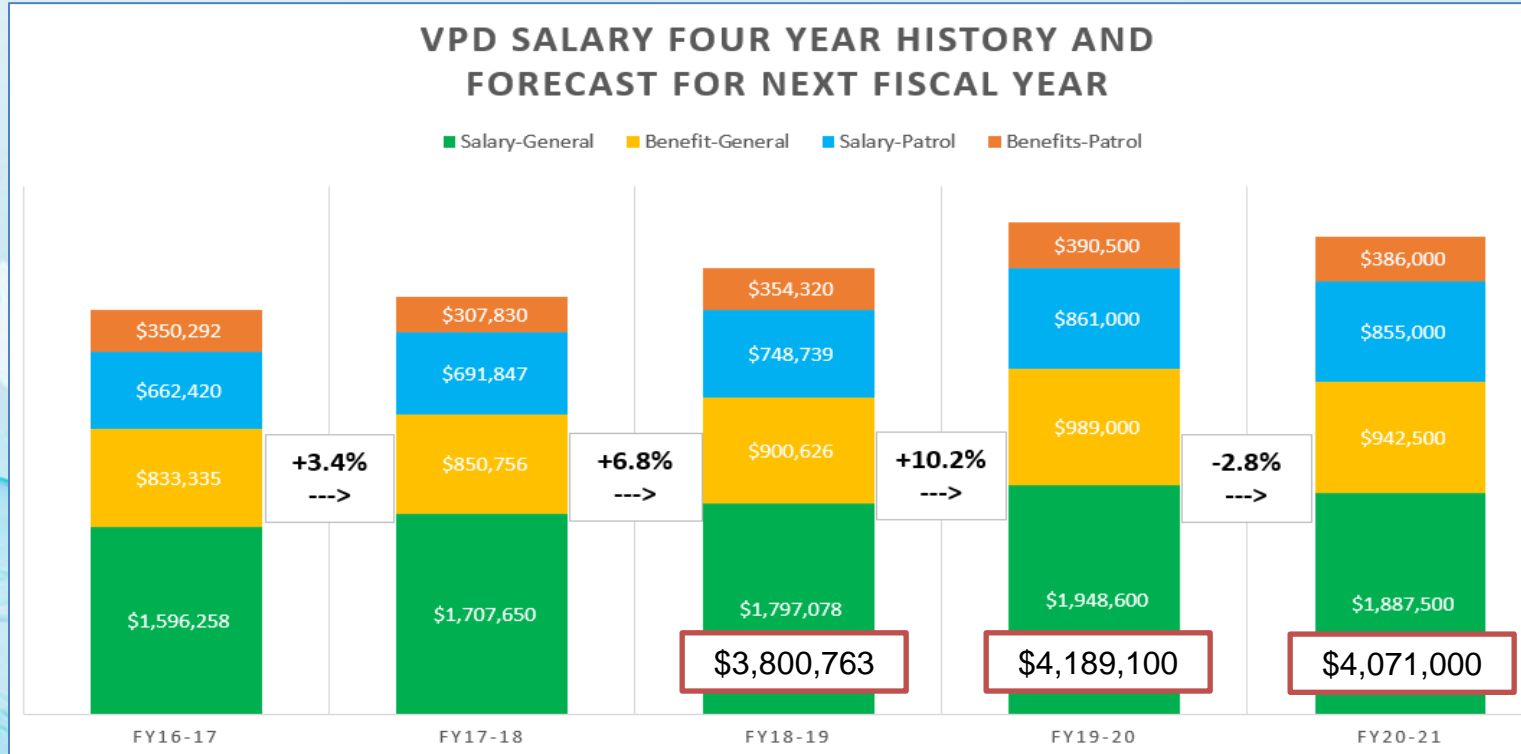
Fiscal Year	Expenses	% +/-
FY16-17	\$4,918,723	<1%>
FY17-18	\$5,788,472	18%
FY18-19	\$6,214,715	7%
FY19-20*	\$6,457,136	4%
FY20-21**	\$6,135,300	<6%>

* Current year estimated/actual (actuals as of May 1).

** FY20-21 forecasted (includes Department expense reductions)



Salary & Benefits Comparison





Revenue Assumptions

Pre-COVID FY20-21: \$9,737,500



Post-COVID FY20-21: \$7,937,500

Revenue Source	Pre-COVID Estimate FY20-21*	COVID Impacted Estimate FY20-21*	% Change
Parcel Lease Income	\$3,580,000	\$3,108,000	<13.1%>
Portside Partners Lease Rent	\$1,400,000	\$527,000	<62.4%>
Recreational Boating Income**	\$167,500	\$157,500	<6.0%>
Investment Income	\$200,000	\$180,000	<10.0%>
Harbor Village: Retail	\$557,000	\$450,000	<19.2%>
Harbor Village: Restaurant	\$1,080,000	\$980,000	<9.3%>
Harbor Village: Office	\$725,000	\$722,000	<0.4%>
Harbor Village: Charters	\$400,000	\$275,000	<31.3%>
Commercial Fishing Premises***	\$1,045,000	\$1,045,000	0%
Booth/vendor Income	\$6,000	\$3,500	<41.7%>
Sponsorships/Co-Op Advertising	\$14,500	\$1,000	<93.0%>
Harbor Event Permit Fees	\$35,000	\$30,000	<14.3%>
CAM Income	\$355,000	\$318,000	<10.4%>
Merchants Promotion Dues	\$124,000	\$92,000	<25.8%>
Miscellaneous Sales & Income****	\$48,500	\$48,500	0%

* Comparison of Staff estimates of revenue before the impact of COVID and based on current understanding of COVID pandemic impacts.

** Includes: Dry storage, launch ramp parking income, boat washdown, commercial ID's.

*** Includes: Commercial fish offloading, commercial fish premises, commercial fishermen' storage, and marina slip rentals.

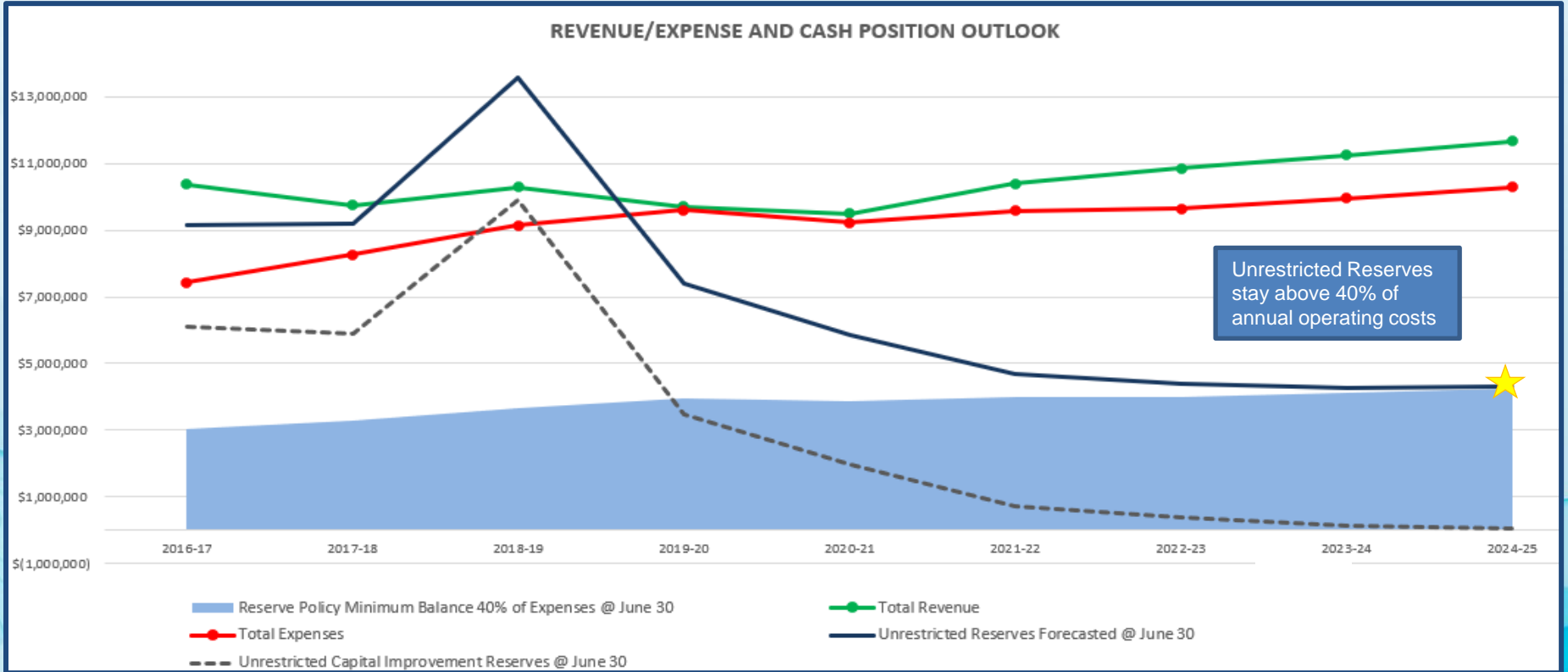
**** Includes miscellaneous sales, rentals, vending machines, and tenant late fees.

Capital Improvement Projects (5 Year)

Item #	Project Location/Description	Fiscal Yr 20-21	Fiscal Yr 21-22	Fiscal Yr 22-23	Fiscal Yr 23-24	Fiscal Yr 24-25
1	Harbor Village Bldgs.-replace/repair roofs/tiles/gutters - Bldg. 1567 (3), 1583, 1575. (1431 and 1591 in FY25-26)	300,000	250,000	250,000	875,000	650,000
2	Paid Parking Infrastructure	300,000				
3	Fisherman Storage at Ventura Harbor Storage premises	200,000				
4	Harbor Village Trash Enclosures	180,000		180,000		180,000
5	Fish Pier Crane #1 - replace aging crane - 30% deposit on crane paid June 2019	150,000				
6	Village Signage, Awnings, Trellis to complement paint project	100,000	50,000	50,000		
7	Harbor Village and Beach Restroom Usage Monitoring System	33,600				
8	Harbor Camera Security System Improvement	25,000				
9	1567 Spinnaker #100 - Building Improvements		600,000			
10	National Park Service Bldg. - Elevator/Modifications - 1431 Spinnaker Drive Building		400,000			
11	Seismic evaluation with plans/specs for GSA buildings - 1431 Spinnaker and 1691 Spinnaker		300,000			
12	Vehicle Replacement - Harbor Patrol Dept.		65,000			
13	National Park Service Bldg. - 1691 Bldg. - HVAC systems - Project split into two years based on the lease with NPS		50,000	50,000		
14	District Headquarters - replace HVAC condenser unit system		20,000			
15	District Headquarters - emergency generator - plans & specs followed by purchase and installation		15,000		85,000	
16	Harbor Cove & Surfers Knoll - Brick wall replacement - Expense deferred to FY22-23			500,000		
17	Boat Replacement - Harbor Patrol Dept. Grant funding will be sought			300,000		
18	Harbor Village Bldgs. - refurbish elevator at 1591 Spinnaker (last of the 5 elevators in the Village to be refurbished)			120,000		
19	Harbor Village Entrance Feature Revitalization & Wayfinding			50,000	125,000	
20	Village Paseo Improvement Project				250,000	
21	Resurface Launch Ramp and Parking Lot				50,000	
22	Resurface Parking Lots (Harbor Village & Beach Lots)					450,000
23	Fish Pier - resurface as needed (FY25-26)					
24	Vehicle Replacement - Maintenance Dept. (FY25-26)					
ADA-25	Harbor Village - ADA Restroom Improvements 1559 (FY 20-21) 1567,1575,1691 (FY 25-26)	110,000				
	Total Capital Improvement Plan	1,288,600	1,750,000	1,500,000	1,385,000	1,280,000
	Total ADA Improvement Plan	110,000	-	-		
	TOTAL CAPITAL IMPROVEMENTS & ADA IMPROVEMENTS	1,398,600	1,750,000	1,500,000	1,385,000	1,280,000
	Special Funding for Fish Pier Crane (#8 above)	150,000				
	Special Funding for Fishermens' Storage (#20 above)	69,600				
	TOTAL CAPITAL IMPROVEMENTS & ADA IMPROVEMENTS WITH FUNDING	1,179,000	1,750,000	1,500,000	1,385,000	1,280,000



Fiscal Impact: Final Budget



* Unrestricted Capital Improvement Reserves are amount in excess of Unrestricted Reserves (District policy to preserve 40% annual operating costs)



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Thank you for your time.

Brian D. Pendleton Todd Mitchell Gloria Adkins