

SAN MATEO COUNTY HARBOR DISTRICT

400 Oyster Point Blvd., Suite 300, South San Francisco, Ca 94080 PHONE (650) 583-4400 FAX (650) 583-4611



FINAL INTEGRATED OPERATING AND CAPITAL BUDGET FISCAL YEAR ENDING JUNE 30, 2012

June 15, 2011

Board of Harbor Commissioners

Peter Grenell
General Manager

Marietta Harris
Human Resources Manager

Robert Johnson
Harbor Master

SAN MATEO COUNTY HARBOR DISTRICT FINAL INTEGRATED OPERATING AND CAPITAL BUDGET FISCAL YEAR ENDING JUNE 30, 2012

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Memorandum

DATE: June 7, 2011

TO: Honorable Members of the Board of Harbor Commissioners and Residents of San Mateo County

FROM: Peter Grenell, General Manager

RE: Final Integrated Operating and Capital Budget for Fiscal Year 2011-2012

You have before you the Final Integrated Operating and Capital Budget for Fiscal Year 2011-2012 totaling \$9,395,496. We have worked hard to bring you a Final Budget that clearly reflects the needs and challenges of the District. The Harbor Commission has worked closely with staff in budget workshops and meetings to address the needs of both Pillar Point and Oyster Point facilities and the District as a whole. This Final Budget is scheduled to be adopted and fixed by Harbor Commission action at the Harbor District Board Meeting on June 15, 2011.

Budgets Highlights

Revenue – Project Operating Revenue has been budgeted at **\$3,664,700**. This is an increase over projected current year-end operating revenue of approximately seven percent. Based on updated projections for revenue since the preliminary budget was drafted in February 2011, revenue for the current year will be higher than expected. This higher projection reflects the abundance of crab this season which resulted in a record breaking crab season. The Commission made a modest berth rate increase of three percent for the first time in three years to keep pace with inflation. Operating revenues are expected to increase with a slowly recovering economy and increased activity at the Harbor and Marina.

Non-Operating Revenues have been split into recurring Non-Operating Revenues (e.g. tax revenues and interest income) and non-recurring (other finance sources). Other Finance Sources include Capital Project Grants, Asset Sales, Cost Shares between agencies and Debt Services, such as new debt incurred or current debt repaid.

Non-Operating Revenue is budgeted at **\$4,196,000** for FY 2011-2012. This is comprised of **\$3,500,000** in Property Tax Revenues, \$75,000 in interest income, \$20,000 in other tax revenues and \$600,000 in SSF Breakwater reimbursement.

For FY 2011-2012, total non-operating revenue represents an increase of approximately seven percent or **\$312,000** over FY 2010-2011 project annual. This is primarily

because of the reimbursement for the SSF breakwater project. Otherwise, this would represent a decrease in non-operating revenue due to the decrease in Property Tax revenues.

Total projected cash-in is **\$7,860,000**; projected cash-out is **\$7,617,996**. This represents a projected increase in year in cash reserve of **\$242,704**.

Expenses

Projected Harbor Operating Expenses, excluding OPEB expense, interest expenses, depreciation and capital projects, are budgeted at **\$3,565,550**. This represents a **decrease of \$543 thousand** over FY 2010-2011 budget and an **increase of approximately \$251 thousand** over the FY 2010-2011 projected annual. These increases are mainly due to the projected increase in insurance premiums for workers compensation, insurance premiums and repairs and maintenance.

The District has seen a decrease interest expense for the Boating and Waterway loan due to the decrease in the outstanding loan balance.

Net Income – For the FY 2011-2012 budget, there is a **projected budget surplus \$242,704**.

This compares to last year's operating budget which projected a deficit of (\$444,144).

Capital Projects – Total funds budgets to be spent on Capital Expenditures in FY 2011-12 total **\$1,742,546**. This includes **Carry-Over funds** for capital projects and outlays budgets in prior years of **\$1,218,288**. The carryover is primarily due to \$110,000 Pillar Point Sidewalk Expansion, \$293,490 for the North HMB Shoreline Improvements, \$20,000 for the Dredge of the Pillar Point Launch ramp and \$397,697 Additional Berth Bulkhead, Haul-out and Dock Reconstruction. At Oyster Point Marina projects include \$165,000 for the District Share of Wave Attenuators and \$180,000 West Basin Power Center at Oyster Point Marina.

Cash – As of June 30, 2012, the District's projected ending cash reserves are budgeted to increase **\$617,865** to **\$9,730,945**, versus the June 30, 2011 estimated ending cash of **\$9,113,080**. The June 30, 2011 projected ending cash reserve balance of approximately **\$12,403,270** (based on Quarterly Investment Balance Report dated March 31, 2011). The June 30, 2011 projected ending cash reserve balance is comprised of **Restricted Cash of \$8,927,554.60** and **Unrestricted Cash of \$3,475,716.33**. Restricted Cash includes: \$1,686,000 under the DBW Debt Service Agreement, a contingency for emergencies of \$600,000, security deposits and payables reserves of approximately \$870,000, OPEB liability of \$2,080,000, the new District

Administration office building reserve of approximately \$1.2 million, Capital Improvements Reserve of \$586,500 and other miscellaneous reserves.

The Future Outlook

Over the past several years, including 2011, decreases in the economy and nearly three successive years of salmon fishing season closure have created an environment in which operating revenues have not increased substantially. The District has been able to hold the line on expenses, which resulted in an increase of only \$22,000 in salary, wage and benefit expenses for FY 2011-2012, although there is an increase in benefit costs.

With Oyster Point Marina currently at 77% occupancy, staff is exploring ways to respond more positively to the San Francisco Bay market to increase Oyster Point occupancy. The District hopes that a vigorous promotional effort will continue to increase occupancy and revenues. However, the continuing sluggish economy and substantial regional marina vacancy rates will continue to create a challenge to efforts at raising Oyster Point occupancy.

Other revenue opportunities will be addressed when possible. For example, as old District leases at the harbors mature, the District continues to look for opportunities to improve lease terms to reflect the market. Reconfiguring docks to better accommodate vessel market demand is another possible approach being considered.

Should the District find opportunities for revenue increase greater than small past increases as well as continued cost control, the District may look forward to some self-funding of capital projects over the above annual debt service payments. As the District's outstanding loan balance falls, this will create additional borrowing capacity, should the District need to fund larger-scale capital projects such as dock reconfiguration. In the interim, the lower loan balance continues to decrease the District interest expenses due, and improves the District's fiscal position.

The Harbor Commission's Finance and Priorities workshop early in 2011, provided a solid basis for fiscal planning and updating our action priorities. The District has a framework to maintain and improve our harbors with confidence, as we move forward to address the challenges facing us.

Acknowledgements

The budget, as always, has been a team effort of the Commissioners, management staff, including former Director of Finance Julie Turner, Harbor Master Robert Johnson, Human Resources Manager and Acting Finance Director Marietta Harris, finance staff and myself.

SAN MATEO COUNTY HARBOR DISTRICT

400 Oyster Point Blvd., Suite 300, South San Francisco, Ca 94080 PHONE (650) 583-4400 FAX (650) 583-4611

Board of Harbor Commissioners

<u>Title</u>	<u>Name</u>	<u>Term Expires</u>
President	Pietro Parravano	December 31, 2012
Vice President	Jim Tucker	December 31, 2014
Treasurer	Leo Padreddii	December 31, 2012
Secretary	Robert Bernardo	December 31, 2014
Commissioner	Sally Campbell	December 31, 2012

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BUDGET SUMMARY

SAN MATEO COUNTY HARBOR DISTRICT
FY12 FINAL Budget

BUDGET SUMMARY

DESCRIPTION	Pillar Point Harbor	Oyster Point Marina/Park	Administration	Commission	TOTAL
OPERATING REVENUES:					
Berth Promo	(10,000)	(2,000)	-	-	(12,000)
Berth Rental	1,311,000	930,000	-	-	2,241,000
Live Aboard	82,000	169,000	-	-	251,000
Transient Dockage/Berth Rent.	90,000	115,000	-	-	205,000
Dock Boxes	-	6,000	-	-	6,000
Impound Fees	10,000	24,000	-	-	34,000
Launching Fees	111,000	24,000	-	-	135,000
Boat Wash Fees	5,000	3,000	-	-	8,000
Hoist Fees	3,000	-	-	-	3,000
Princeton Lot - Dry Storage	400	-	-	-	400
Dry Storage	-	-	-	-	-
Rents & Concessions	349,000	243,000	-	-	592,000
RV C Lot	34,000	-	-	-	34,000
Day Use - Parking Revenues	-	-	-	-	-
Special Events Revenue	1,000	-	-	-	1,000
Tide Book Revenue	2,000	-	-	-	2,000
Key Fee	-	3,000	-	-	3,000
Laundry Revenue	4,000	-	-	-	4,000
Mooring Fees	48,000	-	-	-	48,000
Service Fee for Emergencies (pumpout)	100	-	-	-	100
Patrol Boat Service	2,000	-	-	-	2,000
Late Fees	5,000	6,000	-	-	11,000
Commercial Activity Permits	63,000	400	-	-	63,400
Other Sales	7,000	2,000	-	-	9,000
Miscellaneous Income	17,000	2,000	-	-	19,000
Monitoring Revenue	-	-	-	-	-
Waiting List Fees	700	500	-	-	1,200
Leasee Transfer/Contract Fees	-	-	-	-	-
Expense Reimbursement	-	-	-	-	-
County Parking Fines	2,000	1,600	-	-	3,600
PPH Insurance Settlements	-	-	-	-	-
Project bid fees	-	-	-	-	-
OES Grant-Storm Damage	-	-	-	-	-
DBW Abandoned Vessel Grant	-	-	-	-	-
Project bid fees	-	-	-	-	-
Total Operating Revenues	2,137,200	1,527,500	-	-	3,664,700

SAN MATEO COUNTY HARBOR DISTRICT
FY12 FINAL Budget

BUDGET SUMMARY

DESCRIPTION	Pillar Point Harbor	Oyster Point Marina/Park	Administration	Commission	TOTAL
NON-OPERATING REVENUES					
Interest Income	-	-	75,000	-	75,000
State Mandated Costs Grant	-	-	-	-	-
ERAF State Deduction	-	-	-	-	-
ERAF Rebate Back to District	-	-	-	-	-
Other Tax Revenues	-	-	20,000	-	20,000
Tax Revenues	-	-	3,500,000	-	3,500,000
State and County Citation Fees	-	-	1,000	-	1,000
Gain (Loss) on Sale/Disposal of Assets	-	-	-	-	-
SSF Breakwater reimbursement	-	600,000	-	-	600,000
Total Non-Operating Revenues	-	-	3,596,000	-	4,196,000
TOTAL REVENUES	2,137,200	2,127,500	3,596,000	-	7,860,700
SALARIES AND PAYROLL BURDEN:					
Salaries and Wages	616,400	516,400	440,000	36,000	1,608,800
Salaries and Wages - Part Time	3,200	-	-	-	3,200
Swing Differential	1,000	1,000	-	-	2,000
Graveyard Differential	1,700	-	-	-	1,700
Swing OT Differential	-	-	-	-	-
Graveyard OT Differential	-	-	-	-	-
Standby	10,000	1,000	-	-	11,000
Overtime	3,000	500	3,000	-	6,500
Extended Illness Bank	15,000	5,000	5,000	-	25,000
Paid Time Off Expense (PTO)	125,000	90,000	50,000	-	265,000
Overtime Paid Time Off Expense (PTO-OT)	20,000	5,000	-	-	25,000
Bereavement	-	1,000	1,000	-	2,000
Management Hours	2,500	2,500	10,000	-	15,000
Holiday Pay	30,000	24,000	30,000	-	84,000
Admin Leave Exp	-	-	-	-	-
Jury Duty	500	500	-	-	1,000
SubTotal Salaries and Wages	828,300	646,900	539,000	36,000	2,050,200
Retirement-EE	52,000	50,000	35,000	600	137,600
Retirement-ER	132,250	121,250	96,000	1,300	350,800
Social Security Insurance	-	-	-	1,800	1,800
Medicare Tax	10,000	10,000	8,000	1,000	29,000
Unemployment Insurance Tax	-	-	5,000	-	5,000

SAN MATEO COUNTY HARBOR DISTRICT
FY12 FINAL Budget

BUDGET SUMMARY

DESCRIPTION	Pillar Point Harbor	Oyster Point Marina/Park	Administration	Commission	TOTAL
Health Insurance	145,000	110,000	105,000	40,000	400,000
Health Insurance-Employee Reimbursement	25,000	35,000	15,000	8,000	83,000
Health Insurance-Retirees	30,000	15,000	-	-	45,000
Health Ins.- Commissioner Reimbursement	-	-	-	-	-
Health Insurance-OPEB	200,000	160,000	20,000	20,000	400,000
Health Insurance-OPEB Credit for Out-of-Pocket Payment	-	-	-	-	-
Life Insurance-OPEB Credit for Out-of-Pocket Payment	-	-	-	-	-
Life Insurance	8,000	7,500	6,500	500	22,500
Life Insurance-Retirees	1,000	1,000	-	-	2,000
Long-Term Disability Insurance	6,000	5,000	5,000	-	16,000
Workers Compensation Ins.	65,000	30,000	20,000	16,500	131,500
Wellness Program	-	-	-	-	-
Employee Assistance Program	1,500	1,500	1,000	500	4,500
Personnel Admin-Emp Exams	-	500	500	-	1,000
Auto Allowance	2,400	2,400	7,200	-	12,000
Internal Labor on Projects	-	-	-	-	-
SubTotal Benefits Summary	678,150	549,150	324,200	90,200	1,641,700
Total Salaries and Payroll Burden	1,506,450	1,196,050	863,200	126,200	3,691,900
OTHER OPERATING EXPENSES:					
Advertising & Promotion	5,000	20,000	2,000	2,000	29,000
Advertising-Jobs	-	-	-	-	-
Advertising-Capital Projects	-	-	-	-	-
Special Events - Expenses	3,000	-	-	-	3,000
Auto Mileage-Not allocated	1,000	500	1,500	500	3,500
Bad Debts	20,000	20,000	-	-	40,000
Telephone/Communications	15,000	7,500	12,000	-	34,500
Postage	2,500	3,000	3,500	-	9,000
Travel, Conferences & Meetings-Not Allocated	2,000	2,000	5,000	2,000	11,000
Seminars/Professional Training	1,000	500	12,000	500	14,000
Harbor Operator Training	1,500	2,500	-	-	4,000
Employee Appreciation Dinner	-	-	-	4,000	4,000
Employee Recognition	-	-	-	1,000	1,000
Memberships, Dues & Subscriptions	500	350	20,000	500	21,350
Personnel Administration	500	500	500	-	1,500
Personnel Administration testing/exams	500	500	1,500	-	2,500
Recruiting Expense	-	-	1,500	-	1,500
Recruiting Exp-Supplies	-	-	500	-	500

SAN MATEO COUNTY HARBOR DISTRICT
FY12 FINAL Budget

BUDGET SUMMARY

DESCRIPTION	Pillar Point Harbor	Oyster Point Marina/Park	Administration	Commission	TOTAL
Elections	-	-	-	200,000	200,000
Insurance Premiums	115,000	115,000	-	10,000	240,000
Insurance Premium - boatyard	-	-	-	-	-
Insurance Investigation	-	-	-	-	-
Land Vehicles - Fuel	7,500	5,000	-	-	12,500
Patrol Boat - Fuel	7,500	3,000	-	-	10,500
Pump Out Vessel - Fuel	-	-	-	-	-
Office Supplies	3,000	5,000	8,000	500	16,500
Operating Supplies	40,000	20,000	-	-	60,000
Oil Clean Up Supplies	3,000	-	-	-	3,000
Uniform Related Expenses	10,000	10,000	-	-	20,000
Safety/Medical Equipment	5,000	2,000	-	-	7,000
Patrol Boat Safety Equipment	-	-	-	-	-
Contractual Services - Outside Services	25,000	90,000	20,000	-	135,000
Contractual Services - Temp Services	5,000	-	10,000	-	15,000
Contractual Services - Professional	10,000	5,000	20,000	3,000	38,000
Contractual Services - Legal Services	40,000	10,000	30,000	20,000	100,000
Claims Settlement	-	-	-	-	-
Permits/License Fees	2,000	1,000	-	-	3,000
Misc. Expenses	2,000	-	500	1,000	3,500
Bank Service Charges	3,000	3,000	2,000	-	8,000
Collection Agency Service Expense	3,000	2,500	-	-	5,500
Credit Card Fees	8,000	7,500	-	-	15,500
Penalties/Finance Charges	-	-	-	-	-
Payroll Processing Fee	5,000	4,500	3,000	1,500	14,000
Operating Equip. Maintenance	-	-	-	-	-
Office Rental	-	-	100,000	-	100,000
Equipment Rental	3,500	3,000	1,500	-	8,000
Ingress/Egress Romeo Pier	-	-	-	-	-
Small Tools and Equipment	1,500	1,000	-	-	2,500
Removal of Hazardous Waste	-	-	-	-	-
Repairs & Maintenance-Equipment	40,000	40,000	2,500	-	82,500
Repairs & Maintenance-Real Property	40,000	40,000	-	-	80,000
Repairs & Maintenance-Boatyard	-	-	-	-	-
Repairs & Maintenance-Office Equip	-	-	1,500	-	1,500
Vessel Destruction	10,000	20,000	-	-	30,000
Marine Supplies Purc. Tenants	-	-	-	-	-
Repairs & Maintenance-Boat	10,000	10,000	-	-	20,000
Personal Watercraft	3,000	-	-	-	3,000
Garbage Collections	50,000	30,000	-	-	80,000

SAN MATEO COUNTY HARBOR DISTRICT
FY12 FINAL Budget

BUDGET SUMMARY

DESCRIPTION	Pillar Point Harbor	Oyster Point Marina/Park	Administration	Commission	TOTAL
Debris Box-Launch Ramp Fish Disposal	2,500	-	-	-	2,500
Electric Charges	115,000	120,000	-	-	235,000
Electric Charges Reimbursement	(60,000)	(50,000)	-	-	(110,000)
Water Charges	45,000	35,000	-	-	80,000
Water Charges Reimbursement	(5,000)	-	-	-	(5,000)
Parking Citation (TDS)	-	-	-	-	-
Handling Fees for Citations	1,000	200	-	-	1,200
Sewer Fees	30,000	-	-	-	30,000
LAFCO Fees	-	-	5,000	-	5,000
Property Tax Admin Costs	-	-	30,000	-	30,000
Total Other Operating Expenses	633,000	590,050	294,000	246,500	1,763,550
NON-OPERATING EXPENSES:					
Depreciation Expense	975,000	800,000	2,500	-	1,777,500
Interest Expense-Dept Boating/Waterways	220,000	200,000	-	-	420,000
Total Non-Operating Expenses	1,195,000	1,000,000	2,500	-	2,197,500
CAPITAL OUTLAY:					
Computer Hardware	10,000	5,000	10,000	-	25,000
Computer Software	20,000	20,000	10,000	500	50,500
Patrol Vehicle	-	-	-	-	-
Office Equipment	-	-	-	-	-
Office Furniture & Fixtures	-	2,000	1,500	-	3,500
Harbor/Marina Equipment	-	1,000	-	-	1,000
Personal Watercraft	-	-	-	-	-
Facility Fixtures/Landscaping	-	-	-	-	-
Dock Repairs/Equipment	30,000	30,000	-	-	60,000
Patrol Boat	-	-	-	-	-
Interpretive Signs	-	-	-	-	-
Total Capital Outlay	60,000	58,000	21,500	500	140,000
TOTAL EXPENSES W/O CAPITAL PROJECTS	3,394,450	2,844,100	1,181,200	373,200	7,792,950

SAN MATEO COUNTY HARBOR DISTRICT
FY12 FINAL Budget

BUDGET SUMMARY

DESCRIPTION	Pillar Point Harbor	Oyster Point Marina/Park	Administration	Commission	TOTAL
CAPITAL PROJECTS:					
Fish Buyers Bldg Repairs	31,359	-	-	-	31,359
New Transformer Boxes	-	-	-	-	-
40 Berths - Cal Boating Loan	-	-	-	-	-
71 Addl Berths, Bulkhead, Haul-Out	397,697	-	-	-	397,697
40 Berths - Cal Boating Loan	-	-	-	-	-
PPH Warehouse Repairs	-	-	-	-	-
PPH Harbormaster's Office Repairs	-	-	-	-	-
PPH - Lessee Sidewalk Expansion	115,000	-	-	-	115,000
Dredge Launch Ramp	20,000	-	-	-	20,000
Pave - West Parking Lot	-	-	-	-	-
Slurry Seal and Stripe Parking Lots (Upper C/Main A)	-	-	-	-	-
North HMB Shoreline Improvements	293,490	-	-	-	293,490
Median Strip	-	-	-	-	-
PPH Post Office Lot	-	-	-	-	-
Dredging - OPM: East Basin Maintenance	-	-	-	-	-
Dock Reconstruction-Wave Attenuators (District Share)	-	565,000	-	-	565,000
West Basin Power Centers	-	180,000	-	-	180,000
OPM Parcel Development - Office/Retail	-	-	-	-	-
Total Capital Projects	857,546	745,000	-	-	1,602,546
TOTAL EXPENSES W/ CAPITAL PROJECTS	4,251,996	3,589,100	1,181,200	373,200	9,395,496

SAN MATEO COUNTY HARBOR DISTRICT

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FINANCIAL SUMMARIES

SAN MATEO COUNTY HARBOR DISTRICT
FY12 FINAL Budget

Revenues, Expenses and Changes in Net Assets

	Pillar Point Harbor	Oyster Point Marina/Park	Administration	Commission	TOTAL
Revenues					
Operating Revenues	2,137,200	1,527,500	-	-	3,664,700
Non-Operating Revenues	-	600,000	3,596,000	-	4,196,000
Total Revenues	2,137,200	2,127,500	3,596,000	-	7,860,700
Expenses					
Salaries and Payroll Burden	1,506,450	1,196,050	863,200	126,200	3,691,900
Operating Expenses	633,000	590,050	294,000	246,500	1,763,550
Total Expenses before Interest, Depreciation and Capital Expenditures	2,139,450	1,786,100	1,157,200	372,700	5,455,450
Projected Increase/(Decrease) in Net Assets from Operations	(2,250)	341,400	2,438,800	(372,700)	2,405,250
Depreciation	975,000	800,000	2,500	-	1,777,500
Interest Expense	220,000	200,000	-	-	420,000
Total Interest and Depreciation	1,195,000	1,000,000	2,500	-	2,197,500
Projected Increase/(Decrease) in Net Assets	(1,197,250)	(658,600)	2,436,300	(372,700)	207,750

SAN MATEO COUNTY HARBOR DISTRICT
 FY12 FINAL Budget
Sources and Uses of Funds

SOURCES OF FUNDS

Operating Revenues	3,664,700
Non-Operating Revenues	4,196,000
New Debt	-
	-
Total Sources of Funds	7,860,700

USES OF FUNDS

Salaries and Payroll Burden	3,691,900
Operating Expenses net of Election Expense and OPEB	1,163,550
Election Expense	200,000
OPEB Expense	400,000
Interest Expense	420,000
Capital Outlay	140,000
Capital Projects	1,602,546
	1,602,546
Total Uses of Funds	7,617,996

Projected Net Change in Cash Balance for FY12	242,704
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SAN MATEO COUNTY HARBOR DISTRICT
FY12 FINAL Budget

Net Assets - Restrictions and Designations

	Projected Balance @ June 30, 2011	Increase (Decrease)	Projected Balance @ June 30, 2012
RESTRICTIONS			
These balances reflect restrictions placed by outside entities:			
Fund Balance Restrictions:			
Debt Service Reserve - DBW Loan Collateral	1,702,389	20,000	1,722,389
Liabilities:			
Debt Service Liability	1,393,094	-	1,393,094
OPEB Liability	2,201,363	397,865	2,599,228
Election Liability	512,716	200,000	712,716
Customer Deposits Liability	273,909	-	273,909
Payables Liability	225,000	-	225,000
Accrued EE Benefits Liability	290,000	-	290,000
Payroll Liability	80,000	-	80,000
Subtotal	6,678,471	617,865	7,296,336
DESIGNATIONS			
These balances have been designated by the Board of Harbor Commissioners to reflect future spending plans or concerns about the availability of future resources:			
Emergency Reserve	600,000	-	600,000
Reserve for District Office	1,248,109	-	1,248,109
Capital Improvements Reserve	586,500	-	586,500
Subtotal	2,434,609	-	2,434,609
TOTAL Restrictions and Designations of Net Assets	9,113,080	617,865	9,730,945

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REVENUES

SAN MATEO COUNTY HARBOR DISTRICT
FY12 FINAL Budget

COMBINED REVENUES

DESCRIPTION	PRIOR YEAR ACTUAL	FY11 FINAL BUDGET	FY11 YEAR TO DATE AS OF 03/31/11	FY11 PROJECTED ANNUAL	FY12 PRELIMINARY BUDGET
Operating Revenues	3,296,317	3,279,750	2,540,677	3,373,068	3,664,700
Non-Operating Revenues	6,172,740	4,330,000	2,912,996	3,883,205	4,196,000
TOTAL Revenues	9,469,057	7,609,750	5,453,673	7,256,273	7,860,700

SAN MATEO COUNTY HARBOR DISTRICT
FY12 FINAL Budget

PILLAR POINT HARBOR

DESCRIPTION	PRIOR YEAR ACTUAL	FY11 FINAL BUDGET	FY11 YEAR TO DATE AS OF 03/31/11	FY11 PROJECTED ANNUAL	FY12 FINAL BUDGET
OPERATING REVENUES:					
420.009 Berth Promo	(13,239)	(10,000)	(10,288)	(13,717)	(10,000)
420.010 Berth Rental	1,175,960	1,175,000	899,424	1,199,232	1,311,000
420.011 Live Aboard	75,864	75,000	55,391	73,855	82,000
420.014 Transient Dockage/Berth Rent.	64,720	80,000	46,032	61,376	90,000
420.018 Impound Fees	16,932	1,000	7,268	9,691	10,000
420.020 Launching Fees	61,729	60,000	59,471	79,295	111,000
420.025 Boat Wash Fees	3,336	3,000	2,616	3,489	5,000
420.026 Hoist Fees	778	1,000	1,650	2,200	3,000
420.034 Princeton Lot - Dry Storage	2,000	1,000	275	367	400
420.035 Dry Storage	2,700	1,000	-	-	-
420.040 Rents & Concessions	262,153	300,000	277,061	369,414	349,000
420.044 RV C Lot	25,386	25,000	18,234	24,312	34,000
420.046 Day Use - Parking Revenues	-	10,000	-	-	-
420.049 Special Events Revenue	800	500	500	667	1,000
420.050 Tide Book Revenue	-	-	920	1,227	2,000
420.053 Laundry Revenue	3,279	4,000	3,221	4,295	4,000
420.055 Mooring Fees	43,279	40,000	32,822	43,763	48,000
420.056 Service Fee for Emergencies (pumpout)	180	-	45	60	100
420.060 Patrol Boat Service	906	500	1,730	2,307	2,000
420.070 Late Fees	3,431	3,000	3,716	4,954	5,000
420.079 PPH Commercial Activity Permits	8,335	15,000	25,710	34,280	63,000
420.080 Other Sales	4,426	2,000	4,009	5,346	7,000
420.081 Miscellaneous Income	(1,287)	2,000	8,190	10,921	17,000
420.085 Monitoring Revenue	120	-	-	-	-
420.091 Waiting List Fees	750	500	550	733	700
420.092 Leasee Transfer/Contract Fees	-	-	-	-	-
420.096 Expense Reimbursement	-	-	-	-	-
420.097 County Parking Fines	3,492	3,000	1,574	2,099	2,000
420.099 PPH Insurance Settlements	-	-	47,324	47,324	-
420.100 Project bid fees	-	-	-	-	-
420.200 OES Grant-Storm Damage	-	-	-	-	-
420.420 DBW Abandoned Vessel Grant	-	-	-	-	-
420.100 Project bid fees	100	-	-	-	-
Total Operating Revenues	1,746,130	1,792,500	1,487,448	1,967,489	2,137,200

SAN MATEO COUNTY HARBOR DISTRICT
FY12 FINAL Budget

PILLAR POINT HARBOR

DESCRIPTION	PRIOR YEAR ACTUAL	FY11 FINAL BUDGET	FY11 YEAR TO DATE AS OF 03/31/11	FY11 PROJECTED ANNUAL	FY12 FINAL BUDGET
NON-OPERATING REVENUES					
420.230 Grants - Salmon Season Closure Grant	-	-	-	-	-
420.110 DBW Loan 71 Berth Project	-	-	-	-	-
420.220 Interpretive Signs - NMSP Sanctuary/Fishermen's Grant	-	-	-	-	-
420.411 DBW Launch Ramp Floats	-	-	-	-	-
420.430 DBW Pump Station Grant/Reimbursement	-	-	-	-	-
420.450 DBW Loan Restrooms - Project Cancelled	-	-	-	-	-
420.900 PPH Asset Disposal Profit (Loss)	(49,973)	-	-	-	-
Total Non-Operating Revenues	(49,973)	-	-	-	-
TOTAL REVENUES	1,696,157	1,792,500	1,487,448	1,967,489	2,137,200

Pillar Point Harbor

Fiscal Year Ending June 30, 2012

1. The salmon season was cancelled for all commercial and sport fishing in 2008 and 2009. The season was reopened for 8 days in 2010 with disappointing results. Operating revenues for FY12 are forecasted to increase by approximately \$140 thousand or 7%. Based on the most recent information, the salmon season is expected to improve in 2011. The sport season begins in April and the commercial season is expected to start May 2nd. It is unclear whether the results of next year's salmon season will have an effect on Pillar Point revenues.
2. Budgeted revenue from lessee rents and concessions is expected to increase as a result of new lease agreements and the economic recovery. Economists are forecasting an improvement in our economic climate and there is optimism that revenues will improve for this coming fiscal year. As the economy improves, it is hoped that foot traffic to the harbor and related patronage of the harbor and lessee facilities will increase.
3. Revenue from the establishment of Paid Parking is not currently included in the preliminary budget, but will be added at the time the project analysis is completed and a decision is made about the strategy for implementing a paid parking solution.
4. Grant monies received from Department of Boating and Waterways Grant for Abandoned Vessel Abatement are expected to continue to decline as a result of the State's ongoing budget crisis. Pillar Point will continue to remove and salvage abandoned vessels as necessary despite the lack of grant funding from the State. The District will consider alternative methods of cost recovery if/when grants are not available.

SAN MATEO COUNTY HARBOR DISTRICT
FY12 FINAL Budget

OYSTER POINT MARINA PARK

DESCRIPTION	PRIOR YEAR ACTUAL	FY11 FINAL BUDGET	FY11 YEAR TO DATE THRU 03/31/11	FY11 PROJECTED ANNUAL	FY12 FINAL BUDGET
OPERATING REVENUES:					
430.009 Berth Rent Promotion	(2,604)	(2,000)	(100)	(133)	(2,000)
430.010 Berth Rental	887,078	900,000	639,018	852,024	930,000
430.011 Live Aboard	183,610	200,000	115,535	154,047	169,000
430.014 Transient Dockage/Berth Rent.	116,362	100,000	79,923	106,564	115,000
430.016 Dock Boxes	6,960	6,500	4,300	5,733	6,000
430.018 Impound Fees	12,800	7,500	17,305	23,073	24,000
430.020 Launch Fees	32,272	20,000	15,267	20,356	24,000
430.025 Boat Wash	2,975	2,000	2,048	2,730	3,000
430.040 Rents & Concessions	288,720	225,000	167,084	222,779	243,000
430.049 Special Events Revenue	(50)	-	-	-	-
430.051 Key Fee	1,891	1,500	1,517	2,023	3,000
430.056 Service Fees for Emergencies	60	-	-	-	-
430.065 Bad Debt Recoveries	-	-	120	160	-
430.070 Late Fees	4,678	4,000	3,254	4,338	6,000
430.079 OPM Commercial Activity Permits	150	500	200	267	400
430.080 Other Sales	600	500	1,137	1,516	2,000
430.081 Miscellaneous Income	2,665	500	1,016	1,355	2,000
430.091 Wait List Fees	350	500	250	333	500
430.092 Lease Transfer Fee	-	-	-	-	-
430.096 Expense Reimbursement	-	-	-	-	-
430.097 County Parking Fines	1,414	750	945	1,260	1,600
430.099 SSF-Damage Reimbursement	10,106	-	2,500	3,333	-
430.100 Project Bid fees	150	-	-	-	-
430.420 DBW Abandoned Vessel Grant	-	20,000	1,910	3,820	-
Total Operating Revenues	1,550,187	1,487,250	1,053,229	1,405,579	1,527,500
NON-OPERATING REVENUES					
430.500 SSF Breakwater reimbursement	1,340,000	-	-	-	600,000
430.500 Asset Disposal Profit (Loss)	(388,856)	-	-	-	-
Total Non-Operating Revenues	951,144	-	-	-	600,000
TOTAL REVENUES	2,501,331	1,487,250	1,053,229	1,405,579	2,127,500

Oyster Point Marina/Park

Fiscal Year Ending June 30, 2012

1. Operating revenues for FY12 are projected to increase by \$70 thousand or 5%. This projection is the net result of increases in berth rentals and decreases in grant reimbursements.
2. For FY11, berth revenues are projected to be \$905 thousand, an increase of \$20 thousand over FY10. Revenues increased due to augmented occupancy and a reduction in uncollectible accounts. Berth rates have not been raised over the past four years. Occupancy in FY09 was 56% prior to the loss of berths from the dock removal. Occupancy was 71% in FY10 and is 74% in FY11.
3. Grant monies received from Department of Boating and Waterways Grant for Abandoned Vessel Abatement are expected to continue to decline as a result of the State's ongoing budget crisis. Oyster Point will continue to remove and salvage abandoned vessels as necessary despite the lack of grant funding from the State. The District will consider alternative methods of cost recovery if/when grants are not available.
4. FY12 budget includes an expected reimbursement for \$600 thousand from the City of South San Francisco for the cost of wave attenuators. The wave attenuators are required to mitigate wave action resulting from the breakwater reconfiguration that was completed in FY10.
5. There are no other revenue sources projected to be received for Oyster Point Marina/Park for FY12.

SAN MATEO COUNTY HARBOR DISTRICT
FY12 FINAL Budget

ADMINISTRATION

DESCRIPTION	PRIOR YEAR ACTUAL	FY11 FINAL BUDGET	FY11 YEAR TO DATE THRU 3/31/11	FY11 PROJECTED ANNUAL	FY12 FINAL BUDGET
NON-OPERATING REVENUES					
410.054 Interest Income	93,900	80,000	68,106	90,808	75,000
410.061 State Mandated Costs Grant	-	-	872	1,163	-
410.071 ERAF State Deduction	-	(1,000,000)	-	-	-
410.076 ERAF Rebate Back to District	777,969	500,000	-	-	-
410.080 Rebates			592		
410.094 Other Tax Revenues	27,057	-	22,350	29,800	20,000
410.095 Tax Revenues	3,582,747	4,750,000	2,820,288	3,760,384	3,500,000
410.097 State and County Citation Fees	1,585	-	788	1,051	1,000
410.900 Gain (Loss) on Sale/Disposal of Assets	788,311	-	-	-	-
TOTAL REVENUES	5,271,569	4,330,000	2,912,996	3,883,205	3,596,000

Administration

Fiscal Year Ending June 30, 2012

1. For FY12, interest income is projected to be \$75 thousand which is consistent with FY11 projections. Interest income is expected to remain flat based on minimal change in cash reserves and continued low interest rates. Currently the interest rate is below 1.0%.
2. Property tax revenues are projected to be \$3.5 million. The FY12 property tax revenue estimate is a decrease from current year projections and prior year actual. This estimate is based upon current trends in property values plus information received from the San Mateo County Assessor's Office.

SAN MATEO COUNTY HARBOR DISTRICT

400 Oyster Point Blvd., Suite 300, South San Francisco, Ca 94080 PHONE (650) 583-4400 FAX (650) 583-4611



EXPENSES

SAN MATEO COUNTY HARBOR DISTRICT
FY12 FINAL Budget

COMBINED EXPENSES

DESCRIPTION	PRIOR YEAR ACTUAL	FY11 FINAL BUDGET	FY11 YEAR TO DATE AS OF 03/31/11	FY11 PROJECTED ANNUAL	FY12 FINAL BUDGET
Salaries and Payroll Burden:					
Salaries and Wages	2,008,936	2,157,000	1,438,817	1,918,423	2,050,200
Benefits	2,280,246	1,432,044	824,016	1,253,414	1,641,700
TOTAL Salaries and Payroll Burden	4,289,182	3,589,044	2,262,834	3,171,837	3,691,900
Other Operating Expenses	1,481,194	1,931,450	1,159,265	1,672,266	1,763,550
Non-Operating Expenses	1,875,873	2,533,500	252,035	2,531,570	2,197,500
Capital Outlay	39,797	236,500	215,799	283,975	140,000
TOTAL Expenses w/o Capital Projects	7,686,046	8,290,494	3,889,932	7,659,649	7,792,950
Capital Projects	0	2,178,207	448,704	557,733	1,602,546
TOTAL Expenses w/ Capital Projects	7,686,046	10,468,701	4,338,636	8,217,382	9,395,496

SAN MATEO COUNTY HARBOR DISTRICT
FY12 FINAL Budget

PILLAR POINT HARBOR

DESCRIPTION	PRIOR YEAR ACTUAL	FY11 FINAL BUDGET	FY11 YEAR TO DATE AS OF 03/31/11	FY11 PROJECTED ANNUAL	FY12 FINAL BUDGET
SALARIES AND PAYROLL BURDEN:					
510.000 Salaries and Wages	595,266	600,000	401,962	535,949	616,400
510.020 Salaries and Wages - Part Time	-	-	-	-	3,200
511.011 Swing Differential	1,003	1,500	628	838	1,000
511.012 Graveyard Differential	1,726	2,000	1,240	1,653	1,700
511.021 Swing OT Differential	8	250	-	-	-
511.022 Graveyard OT Differential	35	250	-	-	-
512.010 Standby	10,131	15,000	7,463	9,950	10,000
512.000 Overtime	-	-	1,715	2,287	3,000
513.010 Extended Illness Bank	15,885	12,000	16,802	22,403	15,000
514.010 Paid Time Off Expense (PTO)	113,781	125,000	67,862	90,483	125,000
514.011 Overtime Paid Time Off Expense (PTO-OT)	23,036	25,000	9,038	12,050	20,000
515.000 Bereavement	770	1,000	-	-	-
517.000 Management Hours	2,582	1,750	1,870	2,493	2,500
518.000 Holiday Pay	26,750	35,000	26,384	35,178	30,000
519.200 Admin Leave Exp	-	3,000	189	252	-
519.300 Jury Duty	202	-	173	230	500
SubTotal Salaries and Wages	791,175	821,750	535,324	713,765	828,300
520.000 Retirement-EE	52,036	65,740	37,619	50,158	52,000
520.001 Retirement-ER	79,633	123,263	78,010	104,013	132,250
522.000 Social Security Insurance	-	-	362	482	-
522.010 Medicare Tax	10,592	11,915	7,468	9,957	10,000
522.020 Unemployment Insurance Tax	-	2,500	-	-	-
523.000 Health Insurance	127,758	150,000	98,112	130,816	145,000
523.001 Health Insurance-Employee Reimbursement	22,464	25,000	14,666	19,554	25,000
523.002 Health Insurance-Retirees	25,316	50,000	30,312	40,416	30,000
523.005 Health Insurance-OPEB	542,490	75,000	-	75,000	200,000
523.008 Health Insurance-OPEB Credit for Out-of-Pocket Payment	-	(50,000)	-	-	-
523.009 Life Insurance-OPEB Credit for Out-of-Pocket Payment	-	(1,000)	-	-	-
523.010 Life Insurance	8,018	10,000	5,830	7,773	8,000
523.011 Life Insurance-Retirees	739	1,000	1,353	1,804	1,000
523.020 Long-Term Disability Insurance	5,118	6,500	3,777	5,035	6,000
524.000 Workers Compensation Ins.	42,108	65,000	36,650	37,000	65,000
525.010 Employee Assistance Program	1,263	1,500	923	1,231	1,500
550.000 Personnel Admin-Emp Exams	138	129	160	213	-
551.000 Auto Allowance - PPH	1,100	2,400	1,800	2,400	2,400
590.000 Internal Labor on Projects	-	-	(2,290)	(3,053)	-
SubTotal Benefits Summary	918,773	538,947	314,749	482,799	678,150
Total Salaries and Payroll Burden	1,709,948	1,360,697	850,073	1,196,564	1,506,450

SAN MATEO COUNTY HARBOR DISTRICT
FY12 FINAL Budget

PILLAR POINT HARBOR

DESCRIPTION	PRIOR YEAR ACTUAL	FY11 FINAL BUDGET	FY11 YEAR TO DATE AS OF 03/31/11	FY11 PROJECTED ANNUAL	FY12 FINAL BUDGET
OTHER OPERATING EXPENSES:					
640.000 Advertising & Promotion	4,472	5,000	3,595	4,793	5,000
640.010 Advertising-Jobs	-	-	-	-	-
640.015 Advertising-Capital Projects	676	-	-	-	-
649.000 Special Events - Expenses	2,322	500	2,732	3,643	3,000
650.999 Auto Mileage-Not allocated	910	2,500	350	467	1,000
660.000 Bad Debts	-	20,000	-	-	20,000
670.000 Telephone/Communications	13,665	15,000	9,980	13,306	15,000
670.001 Postage	2,602	3,000	2,313	3,084	2,500
680.999 Travel, Conferences & Meetings-Not Allocated	1,820	2,500	197	263	2,000
681.000 Seminars/Professional Training	-	1,000	207	276	1,000
682.000 HO Training	2,895	1,500	1,520	2,026	1,500
685.000 Employee Appreciation Dinner	-	-	-	-	-
685.010 Employee Recognition	-	-	-	-	-
690.000 Memberships, Dues & Subscriptions	456	500	138	183	500
695.000 Personnel Administration	-	-	156	208	500
695.010 Personnel Administration testing/exams	44	150	184	245	500
710.000 Insurance Premiums	113,206	181,000	112,727	115,000	115,000
710.020 Insurance Premium - boatyard	-	-	-	-	-
710.010 Insurance Investigation	-	-	-	-	-
720.000 Land Vehicles - Fuel	5,482	7,500	4,242	5,656	7,500
720.010 Patrol Boat - Fuel	4,694	7,500	3,755	5,007	7,500
720.015 Pump Out Vessel - Fuel	-	-	-	-	-
730.000 Office Supplies	4,871	7,000	2,703	3,604	3,000
740.000 Operating Supplies	39,177	40,000	27,425	36,567	40,000
740.010 Oil Clean Up Supplies	4,182	5,000	(55)	(73)	3,000
745.000 Uniform Related Expenses	11,095	15,000	6,384	8,513	10,000
755.000 Safety/Medical Equipment	13,217	10,000	1,138	1,517	5,000
755.001 Patrol Boat Safety Equipment	-	-	-	-	-
760.000 Contractual Services - Outside Services	22,648	35,000	16,608	22,144	25,000
760.010 Contractual Services -Temp Services	-	5,000	5,831	7,775	5,000
760.030 Contractual Services - Professional	18,234	15,000	4,288	5,718	10,000
762.000 Contractual - Legal Services	54,012	95,000	27,792	37,056	40,000
762.030 Claims Settlement	-	-	-	-	-
763.000 Permits/License Fees	1,274	150	1,083	1,444	2,000
765.000 Misc. Expenses	-	1,000	1,587	2,116	2,000
765.010 Bank Service Charges	3,193	2,400	3,115	4,153	3,000
765.030 Collection Agency Service Expense	3,695	4,000	1,202	1,603	3,000
765.031 Credit Card Fees	7,970	7,500	6,759	9,012	8,000
765.100 Penalties/Finance Charges	-	-	-	-	-
765.200 Payroll Processing Fee	4,345	5,000	3,405	4,540	5,000
770.000 Operating Equip. Maintenance	-	-	-	-	-
771.000 Equipment Rental	3,040	5,000	3,401	4,535	3,500
773.000 Ingress/Egress Romeo Pier	900	1,200	-	-	-
775.000 Small Tools and Equipment	1,039	1,000	1,340	1,786	1,500

SAN MATEO COUNTY HARBOR DISTRICT
FY12 FINAL Budget

PILLAR POINT HARBOR

DESCRIPTION	PRIOR YEAR ACTUAL	FY11 FINAL BUDGET	FY11 YEAR TO DATE AS OF 03/31/11	FY11 PROJECTED ANNUAL	FY12 FINAL BUDGET
779.000 Removal of Hazardous Waste	-	1,500	-	-	-
780.000 Repairs & Maintenance-Equipment	20,791	40,000	36,682	48,909	40,000
780.001 Repairs & Maintenance-Real Property	26,699	40,000	29,673	39,564	40,000
780.003 Repairs & Maintenance-Boatyard	-	-	-	-	-
780.004 Vessel Destruction	4,375	20,000	35,904	47,872	10,000
780.006 Marine Supplies Purc. Tenants	(1,029)	-	(444)	(592)	-
780.020 Repairs & Maintenance-Boat	47,826	30,000	4,386	5,848	10,000
780.030 Personal Watercraft	-	3,000	2,119	2,825	3,000
782.000 Garbage Collections	50,221	50,000	42,861	57,148	50,000
782.002 Debris Box-Launch Ramp Fish Disposal	2,407	5,000	1,805	2,407	2,500
782.010 Electric Charges	105,544	115,000	86,626	115,501	115,000
782.011 Electric Charges Reimbursement	(39,436)	(40,250)	(38,701)	(51,601)	(60,000)
782.020 Water Charges	39,325	45,000	34,692	46,256	45,000
782.021 Water Charges Reimbursement	(621)	(1,500)	(1,281)	(1,707)	(5,000)
787.000 Parking Citation (TDS)	-	50	-	-	-
787.100 Handling Fees for Citations	828	1,000	197	263	1,000
788.000 Sewer Fees	28,552	30,000	32,256	43,009	30,000
Total Other Operating Expenses	631,618	840,700	522,878	661,868	633,000
NON-OPERATING EXPENSES:					
789.000 Depreciation Expense	658,447	975,000	-	975,000	975,000
790.000 Interest Expense-Dept Boating/Waterways	270,922	276,000	129,141	258,282	220,000
Total Non-Operating Expenses	929,369	1,251,000	129,141	1,233,282	1,195,000
CAPITAL OUTLAY:					
801.003 Computer Hardware	4,469	10,000	-	-	10,000
801.004 Computer Software	2,732	20,000	1,382	20,000	20,000
820.000 Patrol Vehicle	-	-	10,098	10,098	-
845.000 Office Equipment	-	-	1,187	1,187	-
850.000 Office Furniture & Fixtures	-	-	1,732	1,732	-
860.000 Harbor/Marina Equipment	-	-	28,146	28,146	-
865.000 Personal Watercraft	15,535	-	-	-	-
870.000 Facility Fixtures/Landscaping	3,919	125,000	154,530	154,530	-
880.000 Dock Repairs/Equipment	-	-	-	-	30,000
890.001 Patrol Boat	382	-	-	-	-
899.100 Interpretive Signs	-	20,000	5,147	15,000	-
Total Capital Outlay	27,037	175,000	202,223	230,693	60,000

SAN MATEO COUNTY HARBOR DISTRICT
FY12 FINAL Budget

PILLAR POINT HARBOR

DESCRIPTION	PRIOR YEAR ACTUAL	FY11 FINAL BUDGET	FY11 YEAR TO DATE AS OF 03/31/11	FY11 PROJECTED ANNUAL	FY12 FINAL BUDGET
CAPITAL PROJECTS:					
915.000 Fish Buyers Bldg Repairs	-	75,000	43,475	43,475	31,359
915.220 New Transformer Boxes	-	24,000	-	-	-
937.010 40 Berths - Cal Boating Loan	-	-	-	-	-
937.000 71 Addl Berths, Bulkhead, Haul-Out	-	462,617	23,454	23,454	397,697
937.010 40 Berths - Cal Boating Loan	-	-	-	-	-
938.000 N HMB Shoreline(Surfers Beach)	-	-	519	519	-
940.050 PPH Warehouse Repairs	-	40,000	-	-	-
940.060 PPH Harbormaster's Office Repairs	-	-	-	-	-
940.070 PPH - Lessee Sidewalk Expansion	-	115,000	5,988	115,000	115,000
940.085 Dredge Launch Ramp	-	20,000	-	-	20,000
940.088 Pave - West Parking Lot	-	-	-	-	-
940.090 Romeo Pier Study/Renovation	-	-	67	67	-
940.099 Slurry Seal and Stripe Parking Lots (Upper C/Main A)	-	-	-	-	-
940.500 North HMB Shoreline Improvements	-	411,590	118,083	118,100	293,490
970.001 Median Strip	-	-	-	-	-
971.000 PPH Post Office Lot	-	-	32,103	32,103	-
Total Capital Projects	-	1,148,207	223,689	332,719	857,546
TOTAL EXPENSES	3,297,972	4,775,604	1,928,003	3,655,126	4,251,996

Pillar Point Harbor

Fiscal Year Ending June 30, 2012

1. For FY12, the Pillar Point Harbor budget for salaries and payroll related burden is expected to decrease by approximately \$12 thousand over FY11 projections not including OPEB expense (see #2). The District is working on plans to reorganize personnel which will result in operational efficiencies and lower long-term costs. The cost of living adjustment, based on the December 31, 2010 Labor CPI for San Francisco-Oakland-San Jose, is 1.8% for FY12.
2. The budget includes annual OPEB expense of \$200,000 based on the estimated accrued liability for employees who have worked 12 years or more for the District.
3. The FY12 budget for other operating expenses is consistent with FY11 projected expenses and FY10 actual expenses. In addition, efforts are underway to reduce insurance expense and solidify plans for contractual services.
4. Interest payments to the Department of Boating and Waterways (DBW) have been included in this budget at \$220 thousand as set in the Loan Agreement with the DBW.
5. Capital expenditures in the FY12 budget total \$937,546, of which \$853,288 are carryover funds from projects started prior to FY12. Current projects include additional upgrades to the fish buyers building, ongoing design and engineering for Perched Beach, sidewalk improvements for lessees, dredging for the launch ramp and completion of the study to improve Surfers Beach (aka North Half Moon Bay Shoreline). In addition there is \$20,000 allocated for the Marina Billings program conversion. All projects are carryovers from prior year and there are no new projects expected to be initiated in FY12.

SAN MATEO COUNTY HARBOR DISTRICT
FY12 FINAL Budget

OYSTER POINT MARINA PARK

DESCRIPTION	PRIOR YEAR ACTUAL	FY11 FINAL BUDGET	FY11 YEAR TO DATE AS OF 03/31/11	FY11 PROJECTED ANNUAL	FY12 FINAL BUDGET
SALARIES AND PAYROLL BURDEN:					
510.000 Salaries and Wages	554,909	550,000	370,212	493,616	516,400
510.020 Salaries and Wages-Part Time	-	-	-	-	-
511.011 Swing Differential	899	1,000	633	844	1,000
511.012 Graveyard Differential	-	-	-	-	-
511.021 Swing OT Differential	25	500	-	-	-
511.021 Graveyard OT Differential	-	-	-	-	-
512.000 Overtime	4,769	2,500	286	382	1,000
512.010 Standby	-	-	128	171	500
513.010 Extended Illness Bank Expense	7,032	10,000	5,677	7,570	5,000
514.010 Paid Time Off Expense (PTO)	82,503	105,000	78,316	104,422	90,000
514.011 Overtime Paid Time Off Expense (PTO-OT)	8,769	15,000	947	1,262	5,000
515.000 Bereavement	3,276	1,000	-	-	1,000
517.000 Management Hours	1,291	1,750	1,870	2,493	2,500
518.000 Holiday Pay	14,490	24,000	22,527	30,037	24,000
519.200 Administrative Leave Exp	308	1,000	-	-	-
519.300 Jury Duty	-	1,000	331	441	500
SubTotal Salaries and Wages	678,271	712,750	480,927	641,236	646,900
520.000 Retirement-EE	44,255	57,020	32,901	43,867	50,000
520.001 Retirement-ER	68,447	106,913	70,205	93,607	121,250
522.000 Social Security Insurance	-	-	362	482	-
522.010 Medicare Tax	10,338	10,500	7,717	10,289	10,000
522.020 Unemployment Insurance	1,800	-	-	-	-
523.000 Health Insurance	121,656	150,000	70,581	94,108	110,000
523.001 Health Ins.-Employee Reimbursement	33,696	35,000	21,807	29,076	35,000
523.002 Health Ins.- Retirees	37,236	50,000	23,112	30,816	15,000
523.003 Health Ins.- Commissioner Reimbursement	-	-	-	-	-
523.005 Health Ins.- OPEB	495,518	65,000	-	65,000	160,000
523.008 Health Insurance-OPEB Credit for Out-of-Pocket Payment	-	(50,000)	-	-	-
523.009 Life Insurance-OPEB Credit for Out-of-Pocket Payment	-	(2,000)	-	-	-
523.010 Life Insurance	7,313	10,000	5,230	6,974	7,500
523.011 Life Insurance-Retirees	1,578	2,000	1,148	1,531	1,000
523.020 Long-Term Disability Insurance	4,731	5,000	3,389	4,519	5,000
524.000 Workers Compensation Ins.	33,921	60,000	29,532	30,000	30,000
525.000 Wellness Program	-	-	-	-	-
525.010 Employee Assistance	1,034	1,500	755	1,007	1,500
550.000 Personnel Administration-Exams	100	500	158	211	500
551.000 Auto Allowance - OPM	1,100	2,400	1,800	2,400	2,400
590.000 Internal Labor on Projects	(1,338)	-	-	-	-
SubTotal Benefits Summary	861,385	503,833	268,696	413,886	549,150
Total Salaries and Payroll Burden	1,539,656	1,216,583	749,623	1,055,123	1,196,050

SAN MATEO COUNTY HARBOR DISTRICT
FY12 FINAL Budget

OYSTER POINT MARINA PARK

DESCRIPTION	PRIOR YEAR ACTUAL	FY11 FINAL BUDGET	FY11 YEAR TO DATE AS OF 03/31/11	FY11 PROJECTED ANNUAL	FY12 FINAL BUDGET
OTHER OPERATING EXPENSES:					
640.000 Advertising & Promotion	21,774	20,000	17,366	23,155	20,000
640.015 Advertising-Capital Projects	331	-	-	-	-
649.000 Special Events-Expenses	708	-	-	-	-
650.999 Auto Mileage-Not allocated	287	500	145	193	500
660.000 Bad Debts	-	20,000	-	-	20,000
670.000 Telephone/Communications	7,030	7,500	5,255	7,006	7,500
670.001 Postage	2,923	4,500	1,422	1,896	3,000
680.999 Travel, Conference & Meeting-Not allocated	522	2,000	-	-	2,000
681.000 Seminars/Professional Development	108	500	69	92	500
682.000 Harbor Operator Training	1,017	2,500	1,525	2,033	2,500
685.000 Employee Appreciation Dinner	-	-	-	-	-
685.010 Employee Recognition	-	-	-	-	-
690.000 Memberships, Dues & Subscriptions	138	1,000	138	183	350
695.000 Personnel Administration	9	500	156	208	500
695.010 Personnel Administration Testing/exams	176	500	22	29	500
710.000 Insurance Premiums	113,206	181,000	112,727	115,000	115,000
710.010 Insurance Claim Investigation	-	-	-	-	-
720.000 Land Vehicles - Fuel and Oil	4,250	5,000	3,249	4,332	5,000
720.010 Patrol Boat - Fuel and Oil	981	3,000	636	848	3,000
730.000 Office Supplies	3,839	5,000	2,894	3,858	5,000
740.000 Operating Supplies (Consumable)	14,268	15,000	18,036	24,048	20,000
745.000 Uniform Related Expenses	9,247	10,000	5,414	7,218	10,000
755.000 Safety Equipment	909	5,000	776	1,034	2,000
760.000 Contractual Services - Outside Services	101,660	110,000	66,581	88,775	90,000
760.010 Contractual Services -Temporary	-	5,000	5,831	7,775	-
760.030 Contractual Services -Professional	10,642	5,000	3,420	4,560	5,000
762.000 Contractual Services - Legal Services	7,280	20,000	9,984	13,312	10,000
762.030 Claims Settlement	-	-	-	-	-
763.000 Permits/License Fees	1,008	1,500	1,031	1,375	1,000
765.000 Miscellaneous Expenses	(3)	-	-	-	-
765.010 Bank Service Charges	2,953	3,000	3,250	4,334	3,000
765.030 Collection SVC Expense	2,230	2,500	2,895	3,860	2,500
765.031 Credit Card Fees	7,599	7,500	6,291	8,388	7,500
765.100 Penalties/Finance Charges	-	-	-	-	-
765.200 Payroll Processing Fee	3,509	4,500	2,795	3,727	4,500
771.000 Equipment Rental	135	3,000	2,793	3,723	3,000
775.000 Small Tools and Equipment	88	5,000	1,371	1,828	1,000
780.000 Repairs & Maintenance - Equipment	40,634	40,000	19,976	26,635	40,000
780.001 Repairs & Maintenance - Real Property	7,006	40,000	7,470	9,960	40,000
780.004 Vessel Destruction	20,628	20,000	21,433	28,577	20,000
780.006 Tenant/EE Purchases	(15)	-	(20)	(27)	-
780.020 Repairs & Maintenance - Boat	2,738	10,000	6,407	8,543	10,000
780.030 Personal Watercraft	-	-	-	-	-

SAN MATEO COUNTY HARBOR DISTRICT
FY12 FINAL Budget

OYSTER POINT MARINA PARK

DESCRIPTION	PRIOR YEAR ACTUAL	FY11 FINAL BUDGET	FY11 YEAR TO DATE AS OF 03/31/11	FY11 PROJECTED ANNUAL	FY12 FINAL BUDGET
782.000 Garbage Collections	27,167	40,000	15,762	21,015	30,000
782.010 Electric Charges	124,184	120,000	95,434	127,246	120,000
782.011 Electric Charges Reimbursement	(41,347)	(40,000)	(36,722)	(48,963)	(50,000)
782.020 Water Charges	33,380	50,000	25,744	34,325	35,000
787.000 Parking Citations	-	500	-	-	-
787.100 Handling Fees for Citations	201	500	57	77	200
Total Other Operating Expenses	533,400	731,500	431,611	540,180	590,050
NON-OPERATING EXPENSES:					
789.000 Depreciation Expense	663,247	1,050,000	-	1,050,000	800,000
790.000 Interest Expense- Dept Boating/Waterways	283,257	230,000	122,894	245,788	200,000
Total Non-Operating Expenses	946,504	1,280,000	122,894	1,295,788	1,000,000
CAPITAL OUTLAY:					
801.003 Computer - Hardware	3,404	5,000	-	5,000	5,000
801.004 Computer - Software	966	20,000	2,752	20,000	20,000
850.000 Office Furniture and Fixtures	-	-	1,187	1,187	2,000
860.000 Harbor/Marina Equipment	4,117	-	933	933	1,000
870.000 Facility Fixtures/Landscaping	737	5,000	-	-	-
880.000 Dock Repairs/Equipment	-	10,000	4,850	4,850	30,000
890.001 Patrol Boat	-	-	-	-	-
Total Capital Outlay	9,224	40,000	9,722	31,970	58,000
CAPITAL PROJECTS:					
913.002 Dredging - OPM: East Basin Maintenance	-	630,000	189,675	189,675	-
935.050 Dock Reconstruction-Wave Attenuators (District Share)	-	200,000	35,000	35,000	565,000
940.010 West Basin Power Centers	-	180,000	-	-	180,000
940.300 WTA Ferry Terminal	-	-	339	339	-
940.400 OPM Parcel Development - Office/Retail	-	20,000	-	-	-
Total Capital Projects	-	1,030,000	225,014	225,014	745,000
TOTAL EXPENSES	3,028,784	4,298,083	1,538,866	3,148,075	3,589,100

Oyster Point Marina/Park

Fiscal Year Ending June 30, 2012

1. Although the FY12 Oyster Point Marina/Park budget for salaries and wages is expected to increase by \$52,000 over FY11 projections the amount is less than the prior year actual amount. Benefit costs are expected to increase by \$141,000 due to an increase in the OPEB accrual required for FY12. However, benefit costs for FY12 are significantly lower than prior year actual amounts.
2. The budget for FY12 other operating expenses has increased \$115,000 over the FY11 projection, due to an increase in repairs and maintenance for deferred maintenance items that are in need of attention. In addition, efforts are underway to reduce insurance expense and solidify plans for contractual services.
3. Interest payments to the Department of Boating and Waterways (DBAW) have been included in this budget at \$200 thousand as set in the Loan Agreement with the DBAW.
4. Capital Outlay is budgeted for \$38 thousand. Capital Outlay includes \$25 thousand for the Marina Billings conversion as well as \$18 thousand for marina equipment, facility fixtures and dock repairs.
5. Capital Projects include \$565 thousand for completion of the Wave Attenuators and \$180 thousand to replace West Basin Power Centers. Both of these projects are carryovers from prior year. There are no new projects planned for FY12.

SAN MATEO COUNTY HARBOR DISTRICT
FY12 FINAL Budget

ADMINISTRATION

DESCRIPTION	PRIOR YEAR ACTUAL	FY11 FINAL BUDGET	FY11 YEAR TO DATE AS OF 03/31/11	FY11 PROJECTED ANNUAL	FY12 FINAL BUDGET
SALARIES AND PAYROLL BURDEN:					
510.000 Salaries and Wages	407,542	455,500	322,864	430,486	440,000
512.000 Overtime	1,233	3,000	1,879	2,505	3,000
513.010 Extended Illness Bank	8,515	5,000	3,518	4,691	5,000
514.010 Paid Time Off Expense	48,291	75,000	33,895	45,193	50,000
514.011 Overtime Paid Time Off Expense (PTO-OT)	-	5,000	-	-	-
515.000 Bereavement	-	1,000	1,539	2,052	1,000
517.000 Management Hours	9,134	12,000	5,471	7,294	10,000
518.000 Holiday Pay	26,405	30,000	25,779	34,372	30,000
519.200 Administrative Leave	2,370	-	621	828	-
SubTotal Salaries and Wages	503,490	586,500	395,566	527,422	539,000
520.000 Retirement-EE	30,677	46,920	21,467	28,622	35,000
520.001 Retirement-ER	52,659	87,975	57,705	76,939	96,000
522.000 Social Security Insurance	-	-	-	-	-
522.010 Medicare Tax	7,759	8,504	6,318	8,424	8,000
522.020 Unemployment Insurance Tax	4,459	-	4,271	5,694	5,000
523.000 Health Insurance	64,158	80,000	42,264	56,352	105,000
523.001 Health Insurance-Employee Reimbursement	13,163	12,000	14,081	18,774	15,000
523.002 Health Ins.- Retirees	-	-	-	-	-
523.003 Health Ins.- Commissioner Reimbursement	-	-	-	-	-
523.005 Health Ins.- OPEB Accrual	74,242	50,000	-	45,000	20,000
523.008 Health Insurance-OPEB Credit for Out-of-Pocket Payment	-	-	-	-	-
523.009 Life Insurance-OPEB Credit for Out-of-Pocket Payment	-	-	-	-	-
523.010 Life Insurance	4,803	6,500	3,867	5,156	6,500
523.011 Life Insurance-Retirees	-	-	-	-	-
523.020 Long-Term Disability Insurance	3,430	5,000	2,709	3,612	5,000
524.000 Workers Compensation Ins.	22,224	5,000	19,354	20,000	20,000
525.000 Wellness Program	30	-	-	-	-
525.010 Employee Assistance Program	622	500	503	671	1,000
550.000 Personnel Admin-Emp Exams	257	500	-	-	500
551.100 Auto Allowance - General Manager	7,200	7,300	5,400	7,200	7,200
590.000 Internal Labor on Projects	-	-	-	-	-
SubTotal Benefits Summary	285,683	310,199	177,938	276,445	324,200
Total Salaries and Payroll Burden	789,173	896,699	573,504	803,867	863,200
OTHER OPERATING EXPENSES:					
640.000 Advertising & Promotion	1,135	5,500	229	306	2,000
650.999 Auto Mileage-Not allocated	1,415	1,700	1,808	2,411	1,500
670.000 Telephone/Communications	12,735	15,000	6,659	8,878	12,000
670.001 Postage	2,525	3,500	1,919	2,558	3,500

SAN MATEO COUNTY HARBOR DISTRICT
FY12 FINAL Budget

ADMINISTRATION

DESCRIPTION	PRIOR YEAR ACTUAL	FY11 FINAL BUDGET	FY11 YEAR TO DATE AS OF 03/31/11	FY11 PROJECTED ANNUAL	FY12 FINAL BUDGET
680.999 Travel, Conferences & Meetings-Not allocated	1,867	5,000	716	955	5,000
681.000 Seminars/Professional Development	9,228	12,000	8,994	11,992	12,000
681.100 Travel/Conferences	-	-	-	-	-
685.000 Employee Appreciation dinner	-	-	-	-	-
685.010 Employee Recognition	-	-	-	-	-
690.000 Memberships, Dues & Subscriptions	15,482	18,000	12,079	16,105	20,000
695.000 Personnel Administration	262	500	156	208	500
695.010 Personnel Admin - Testing/Exams	80	1,500	-	-	1,500
696.000 Recruiting Expense	1,323	1,500	446	595	1,500
696.010 Recruiting Exp-Supplies	-	500	-	-	500
710.000 Insurance Premiums	605	6,000	-	-	-
730.000 Office Supplies	8,622	8,000	6,019	8,025	8,000
760.000 Contractual Services-Outside Services	30,670	25,000	19,389	25,852	20,000
760.010 Contractual Services -Temp. Services	16,861	15,000	-	-	10,000
760.030 Contractual Services - Professional Services	23,350	35,000	5,207	6,942	20,000
762.000 Contractual-Legal Services	40,346	50,000	5,712	7,615	30,000
765.000 Miscellaneous Expenses	27	500	138	184	500
765.010 Bank Service Charges	(382)	2,000	(152)	(202)	2,000
765.020 Merchant Credit Card Processing Fees	-	500	-	-	-
765.100 Penalties/Finance Chgs.	-	500	-	-	-
765.200 Payroll Processing Fee	2,102	2,000	1,830	2,440	3,000
770.000 Operating Equipment - Maintenance	3,344	2,500	-	-	2,500
770.010 Office Rental	94,518	98,000	71,657	95,543	100,000
771.000 Equipment Rental	709	1,500	1,271	1,695	1,500
780.000 Repairs and Maintenance (Office Equip.)	678	1,500	1,370	1,826	1,500
784.900 LAFCO Fees	4,604	7,000	4,635	4,635	5,000
785.000 Property Tax Admin Costs	27,488	15,000	14,182	18,909	30,000
Total Other Operating Expenses	299,594	334,700	164,263	217,472	294,000
NON-OPERATING EXPENSES:					
789.000 Depreciation Expense	-	2,500	-	2,500	2,500
Total Non-Operating Expenses	-	2,500	-	2,500	2,500
CAPITAL OUTLAY:					
801.003 Computer - Hardware	2,518	10,000	2,057	10,000	10,000
801.004 Computer - Software	693	10,000	788	10,000	10,000
845.000 Office Equipment	-	-	-	-	-
850.000 Office Furniture and Fixtures	325	1,500	908	1,211	1,500
Total Capital Outlay	3,536	21,500	3,753	21,211	21,500
TOTAL EXPENSES	1,092,303	1,255,399	741,520	1,045,050	1,181,200

Administration

Fiscal Year Ending June 30, 2012

1. For FY12, the Administration budget for salaries and payroll burden is \$13 thousand higher than FY11 projections. This increase is primarily due to an increase in CalPers contribution rates.
2. Annual OPEB expense is \$20 thousand.
3. Other operating expenses are budgeted to increase \$70 thousand over the FY11 projections. The budget for FY12 is consistent with prior year actual. Professional services are budgeted to increase due to an anticipated conversion of the District's harbor financial software in FY2010-11. Office rent is projected to increase.
4. Capital Outlay continues to be budgeted at \$21 thousand. This is the annual roll forward for potential computer hardware and software finance operating systems. For FY12 it is anticipated these monies will be used for any conversions that need to take place in the District's software and hardware systems.

SAN MATEO COUNTY HARBOR DISTRICT
FY12 FINAL Budget

HARBOR COMMISSION

DESCRIPTION	PRIOR YEAR ACTUAL	FY11 FINAL BUDGET	FY11 YEAR TO DATE AS OF 03/31/11	FY11 PROJECTED ANNUAL	FY12 FINAL BUDGET
SALARIES AND PAYROLL BURDEN:					
510.000 Salaries and Wages	36,000	36,000	27,000	36,000	36,000
SubTotal Salaries and Wages	36,000	36,000	27,000	36,000	36,000
520.000 Retirement-EE	576	600	432	576	600
520.001 Retirement-ER	(1,239)	1,000	792	1,056	1,300
522.000 Social Security Insurance	1,786	1,800	1,593	2,124	1,800
522.010 Medicare Tax	522	600	176	235	1,000
523.000 Health Insurance	34,671	45,000	26,571	35,428	40,000
523.001 Health Ins.-Employee Reimbursement	7,634	10,000	5,778	7,704	8,000
523.002 Health Insurance - Retirees	14,517	20,000	10,322	13,763	-
523.003 Health Ins.-Commissioner Cost Reimbursement	136,309	7,065	-	-	-
523.005 Health Ins.- OPEB Accrual	-	-	-	2,000	20,000
523.008 Health Insurance-OPEB Credit for Out-of-Pocket Payment	-	(10,000)	-	-	-
523.009 Life Insurance-OPEB Credit for Out-of-Pocket Payment	-	-	-	-	-
523.010 Life Insurance	365	500	253	338	500
523.011 Life Insurance-Retirees	-	-	-	-	-
524.000 Workers Compensation Insurance	18,715	1,000	16,295	16,500	16,500
525.000 Wellness Program	-	1,000	-	-	-
525.010 Employee Assistance Program	549	500	419	559	500
SubTotal Benefits Summary	214,405	79,065	62,633	80,284	90,200
Total Salaries and Payroll Burden	250,405	115,065	89,633	116,284	126,200
OTHER OPERATING EXPENSES:					
640.000 Advertising & Promotion	937	2,000	922	1,229	2,000
650.999 Auto Mileage-Not allocated	491	750	90	120	500
670.000 Postage	-	-	104	139	-
680.999 Travel, Conferences & Meetings-Not allocated	679	1,000	3,158	4,211	2,000
681.000 Seminars/Professional Development	-	500	-	-	500
685.000 Employee Appreciation Dinner	1,466	3,800	3,815	3,815	4,000
685.010 Employee Recognition	578	500	900	1,200	1,000
690.000 Membership Dues & Subscript	247	500	211	281	500
700.000 Elections	-	-	-	200,000	200,000
710.000 Insurance Premiums	9,056	12,000	9,661	12,881	10,000
730.000 Office Supplies	531	500	220	294	500
760.000 Contractual Service-Outside	-	-	166	221	-
760.030 Contractual Service-Professional	1,485	500	1,318	1,757	3,000
762.000 Contractual Retained counsel	-	500	19,253	25,671	20,000
765.000 Miscellaneous Exp	-	1,000	-	-	1,000
765.200 Payroll Processing Fee	1,112	1,000	695	927	1,500
Total Other Operating Expenses	16,582	24,550	40,513	252,746	246,500

Harbor Commission

Fiscal Year Ending June 30, 2012

1. For FY12, the Commission budget for salaries and payroll burden is \$127 thousand versus \$113 thousand projected for FY11, due to an increase in OPEB accruals.
2. Total Commission budget for FY12 is \$373 thousand compared with \$355 thousand projected for FY11. The FY12 budget and FY11 projections are approximately \$100,000 higher than prior year actual amounts due to the cost of the 2010 election.

SAN MATEO COUNTY HARBOR DISTRICT
FY12 FINAL Budget

HARBOR COMMISSION

DESCRIPTION	PRIOR YEAR ACTUAL	FY11 FINAL BUDGET	FY11 YEAR TO DATE AS OF 03/31/11	FY11 PROJECTED ANNUAL	FY12 FINAL BUDGET
CAPITAL OUTLAY:					
801.004 Computer Software	-	-	101	101	500
Total Capital Outlay	-	-	101	101	500
TOTAL EXPENSES	266,987	139,615	130,247	369,131	373,200

SAN MATEO COUNTY HARBOR DISTRICT

400 Oyster Point Blvd., Suite 300, South San Francisco, Ca 94080 PHONE (650) 583-4400 FAX (650) 583-4611



CAPITAL IMPROVEMENT PROJECTS

SAN MATEO COUNTY HARBOR DISTRICT
FY12 FINAL Budget

Capital Improvement Projects

	Budgeted Projects	Estimated Carryover	Combined Projects
PILLAR POINT HARBOR			
Capital Outlay			
Computer Hardware	10,000	-	10,000
Computer Software	20,000	-	20,000
Dock Repairs/Equipment	30,000	-	30,000
Interpretive Signs	-	-	-
Capital Projects			
Fish Buyers Bldg Repairs	-	31,359	31,359
71 Addl Berths, Bulkhead, Haul-Out	-	397,697	397,697
PPH - Lessee Sidewalk Expansion	4,258	110,742	115,000
Dredge Launch Ramp	-	20,000	20,000
North HMB Shoreline Improvements	-	293,490	293,490
	<hr/>	<hr/>	<hr/>
Total Pillar Point Harbor	64,258	853,288	917,546
OYSTER POINT MARINA/PARK			
Capital Outlay			
Computer - Hardware	5,000	-	5,000
Computer - Software	-	20,000	20,000
Office Furniture and Fixtures	2,000	-	2,000
Harbor/Marina Equipment	1,000	-	1,000
Dock Repairs/Equipment	30,000	-	30,000
Capital Projects			
Dock Reconstruction-Wave Attenuators (District Share)	400,000	165,000	565,000
West Basin Power Centers	-	180,000	180,000
	<hr/>	<hr/>	<hr/>
Total Oyster Point Marina/Park	438,000	365,000	803,000
ADMINISTRATION			
Capital Outlay			
Computer - Hardware	10,000	-	10,000
Computer - Software	10,000	-	10,000
Office Furniture and Fixtures	1,500	-	1,500
	<hr/>	<hr/>	<hr/>
Total Administration	21,500	-	21,500
COMMISSION			
Capital Outlay			
Computer - Software	500	-	500
	<hr/>	<hr/>	<hr/>
Total Commission	500	-	500
	<hr/>	<hr/>	<hr/>
TOTAL DISTRICT	524,258	1,218,288	1,742,546

SAN MATEO COUNTY HARBOR DISTRICT

400 Oyster Point Blvd., Suite 300, South San Francisco, Ca 94080 PHONE (650) 583-4400 FAX (650) 583-4611



APPENDICES

SAN MATEO COUNTY HARBOR DISTRICT

400 Oyster Point Blvd., Suite 300, South San Francisco, Ca 94080 PHONE (650) 583-4400 FAX (650) 583-4611



APPENDIX A RATES AND FEES

**Resolution 09-11
of the
San Mateo County Harbor District
to
Supersede Resolution 06-11 and
Amend Rates and Fees Schedule
for
Pillar Point Harbor
for
Fiscal Year 2011-12**

Whereas, the Board of Harbor Commissioners approved Resolution 09-11 to adopt the Rates and Fees Schedule for Pillar Point Harbor for Fiscal Year 2011-12; and

Whereas, corrections in this schedule are necessary with respect to clarify the berth rate discount for documented commercial fishermen and sport fishing operators.

Therefore, be it resolved, that the Rates and Fees Schedule for Pillar Point Harbor for Fiscal Year 2011-12 as set forth in Exhibit A, attached hereto and by reference incorporated herein, is adopted as amended herin.

Therefore, be it further resolved, that the Board shall direct the posting of the amended Rates and Fees Schedule – Fiscal Year 2011-12 at Pillar Point Harbor, and at the District's Administrative Office, and the inclusion of the Schedule as an exhibit in the Final Operating and Capital Budget for Fiscal Year 2011-12.

Further, be it resolved, that the Board of Harbor Commissioners does herby adopt the Resolution 09-11 which shall supersede Resolution 06-11.

Approved this 1st day of June, 2011 at a regular meeting of the Board of Harbor Commissioners by a recorded vote as follows:

For: **Bernardo, Padreddii, Parravano, Tucker**

Against: **None**

Absent: **Campbell**

Abstaining: **None**

Attested

BOARD OF HARBOR COMMISSIONERS



 Debbie Nixon
 Deputy Secretary



 Pietro Parravano
 President

San Mateo County Harbor District
Rates and Fees Schedule
Effective: July 1, 2011 – June 30, 2012

Service	Oyster Point Marina/Park			Pillar Point Harbor		
Anchoring	Not available			Not available in inner harbor		
Berth Transfer Fee	\$30.00 fee per vessel transferred			✓		
Berth Waiting List - Must be paid annually to maintain position on wait list	\$25.00 annual fee			✓		
Berthing – Monthly Rates	Berth Size	Single Finger	Double Finger	Berth Size	Docks D - H	Docks A - C
	22' or less	n/a	105.00	30'	260.00	260.00
	26'	n/a	200.00	35'	300.00	305.00
	30'	220.00	230.00	40'	340.00	345.00
	36'	265.00	275.00	45'	385.00	385.00
	40'	305.00	315.00	50'	420.00	425.00
	45'	340.00	355.00	55'	460.00	465.00
	50'	380.00	395.00	65'	540.00	550.00
	55'	n/a	435.00	65' +	\$8.40/ft	\$8.50/ft
	60'	455.00	475.00	Skiffs*	50.00	75.00
	* Vessels 16' or less, bow tie and in approved areas only. No charge for skiff 12' or less owned by the berth renter and contained totally within the berth renter's berth.					

San Mateo County Harbor District
Rates and Fees Schedule
Effective: July 1, 2011 – June 30, 2012

Service	Oyster Point Marina/Park	Pillar Point Harbor
Berthing – Discount	1 Month free with 1 year paid in advance	✓ Berth Discount for Full Time Commercial and Sport fishing Vessels (applies to monthly and transient):15%
Berthing – Transient	\$0.75 per foot per day – multi-hulled rate is 150%	\$0.80 per foot per day – multi-hulled rate is 150%
Bid Package	District cost – non refundable	✓
Boat Wash	\$1.25 per 5 minutes – coin operated – quarters only	✓
CEQA Review – Initial Study	Base fee = \$150.00 Plus District in-house and out-of pocket costs	✓
CEQA Review – Negative Declaration	Base fee = \$100.00 Plus District in-house and out-of pocket costs	✓
Collections	District costs	✓
Commercial Activity Permit - Additional license agreement required if District facilities used to support the commercial activity	\$250.00 annual fee Veterans may be eligible for waiver of fee, subject to documentation acceptable to District. No retroactivity available.	✓

San Mateo County Harbor District

Rates and Fees Schedule

Effective: July 1, 2011 – June 30, 2012

Service	Oyster Point Marina/Park	Pillar Point Harbor
<p>Non-Commercial Event Activity Permit</p> <p>The Permit applies to two different types of events:</p> <ul style="list-style-type: none"> - The first type of event is a Non-Commercial Event, which includes activities such as parades, marches, processions, bicycle rides, walks, runs, or assemblies on public property. These events are expected to present significant traffic, safety or competing use concerns. - The second type of event is a Purely Social Non-Commercial Event, which includes activities such as weddings and parties. 	<p>The District may charge a fee for Non-Commercial Events.</p> <p>Non-Commercial Events – the fee will not exceed the District’s actual costs in connection to the event.</p> <p>Purely Social Non-Commercial Events Non-Refundable Administrative Fee: \$250.00 for 50 participants or less; \$400.00 for 51-100 participants; \$500.00 for 101-150 participants; and 151+ participants fee to be determined by the General Manager with input from the Harbor Master, may include District costs including labor for services such as additional staff time, portable restrooms, clean up, and security including additional police.</p> <p>The District may charge a refundable cleaning deposit for Non-Commercial Events.</p>	✓
<p>Commercial Services Activity Permit</p>	<p>\$50.00 annual fee Additional license agreement required</p>	✓

San Mateo County Harbor District
Rates and Fees Schedule
Effective: July 1, 2011 – June 30, 2012

Service	Oyster Point Marina/Park	Pillar Point Harbor
Credit Check	District cost – not to exceed \$50.00 per name	✓
Day Use Parking	As designated in specific locations	✓
Dock Box Rental	\$10.00 monthly fee	Not available
Electricity	Amount, adjusted monthly, equal to amount paid by District for the electricity (including all associated charges and fees).	✓
Emergency Pump Out Dockside	Actual labor (see Labor Charges) - \$100.00 minimum	✓
Faxing Service	\$0.25 per page in/out – minimum \$1.00 fee	✓
Fish Sales Permit – Retail	\$250.00 annual fee	✓
Hoist – Public	Not available	\$40.00 per hour prorated - \$10.00 minimum
Installment Note Interest Rate (Promissory Note)	Prime rate plus 2%	✓
Key Sale	\$10.00 per key	✓

San Mateo County Harbor District
Rates and Fees Schedule
Effective: July 1, 2011 – June 30, 2012

Service	Oyster Point Marina/Park	Pillar Point Harbor
Labor Charge	\$100.00 per hour – regular time \$150.00 per hour – overtime	✓
Late Charge	Interest charged at 0.834% per month (10% per annum) on all balances unpaid after due date	✓
Launch Ramp – Commercial Use Only	Commercial Activity Permit required	✓
Launch Ramp – Recreational Use Only	\$11.00 per launch, in and out. <ul style="list-style-type: none"> - Annual permit \$200.00 valid at all District operated launch ramps. - 20% discount on annual permit to Senior owner over 65 years of age or 20% discount on annual permit to person with disability displaying disabled placard or plate on towing vehicle. 	\$13.00 per launch, in and out. <ul style="list-style-type: none"> - Annual permit \$200.00 valid at all District operated launch ramps. - 20% discount on annual permit to Senior owner over 65 years of age or 20% discount on annual permit to person with disability displaying disabled placard or plate on towing vehicle.
Lien Fee	Minimum \$180.00 per filed lien	✓

San Mateo County Harbor District
Rates and Fees Schedule
Effective: July 1, 2011 – June 30, 2012

Service	Oyster Point Marina/Park	Pillar Point Harbor
Live Aboard Permit	\$350.00 monthly fee - 1 Month Free with 1 year paid in advance. - Senior (age 65 and older) discount of \$35.00. Discount available at time of request and eligibility confirmation, and is not retroactive.	✓
Mailed Notices, including: - Postage - Individual notices - Agendas - Minutes	District cost \$.050 per page - \$5.00 minimum Payable in advance by cash, check or credit card. Refund with mailing, if applicable	✓
Memorial Bench	General public - \$3,500.00 5-year berth holders or fishers taken by the sea - \$2,500.00	✓
Mooring Permit	Not available	\$1.50 per foot per month – \$45.00 minimum
Mooring Fee for District Owned Mooring	Not available	Monthly: \$4.00 per foot (LOA) per month –\$100.00 per month minimum with signed agreement Transient: \$10.00 per day

San Mateo County Harbor District
Rates and Fees Schedule
Effective: July 1, 2011 – June 30, 2012

Service	Oyster Point Marina/Park	Pillar Point Harbor
NEPA Review – Initial Study	Base fee = \$150.00 Plus District in-house and out-of-pocket costs	✓
NEPA Review – Negative Declaration	Base fee = \$100.00 Plus District in-house and out-of-pocket costs	✓
Passenger Service Fee	\$2.25 per passenger	✓
Photocopy	\$0.25 per page – counter or meter used to determine usage.	✓
Plaque on Existing Bench	General public - \$500.00 5-year berth holders or fishers taken by the sea – optional donation	✓
Proposals, Filing and Evaluation of Proposers, Proposers Credit Check	District cost – minimum \$500.00 per proposal	✓
Refloating Sunken Vessels	Minimum fee \$450.00 – actual costs at District rates or, if using outside salvage company, at salvage company rates.	✓
Returned Checks (Non-Sufficient Funds)	\$30.00 per item	✓
Security Deposit	Fee equal to 1 month's berthing	✓

San Mateo County Harbor District
Rates and Fees Schedule
Effective: July 1, 2011 – June 30, 2012

Service	Oyster Point Marina/Park	Pillar Point Harbor
Storage/Impound Fee	Equivalent to monthly berth rental fee for the size of the vessel or slip, whichever is greater.	✓
Towing	\$200.00 per hour. Equipment fuel surcharge may be applied.	✓
Vessel Removal Fees	Actual costs incurred for staff time, equipment and materials. Cost recovery for District staff time associated with removing vessel from assigned berth and/or from the facility as a result of non-payment of fees which results in cancellation of the berth rental agreement or failure to pay transient dockage as charged.	✓

SAN MATEO COUNTY HARBOR DISTRICT

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APPENDIX B RESOLUTION ADOPTING FISCAL YEAR 2011-2012 BUDGET

Resolution 11-11
to
Adopt the Final Fiscal Year 2011-2012
Integrated Operating and Capital Budget
of the
San Mateo County Harbor District

Whereas, the Board of Harbor Commissioners, pursuant to § 6093.1 of the Harbors and Navigation Code of the State of California, introduced and adopted the Preliminary Integrating Operating and Capital Budget for Fiscal Year 2011-12 on May 4, 2011, and

Whereas, said Board set 7:00 p.m., June 15, 2011 at the Municipal Services Building, 33 Arroyo Drive, South San Francisco, California as said time and place for the public hearing on the fixing and adoption of the Final Integrated Operating and Capital Budget for Fiscal Year 2011-12, and

Whereas, notice of said hearing was duly given by publication in the San Mateo County Times on May 10, 2011 and in the Half Moon Bay Review on May 11, 2011, and

Whereas, copies of the budget were made available at Pillar Point Harbor Harbormaster's office, Oyster Point Marina/Park Harbormaster's Office, and the District's Administrative Office, and

Whereas, it appears to be in the best interest of the taxpayers of the District that the Final Integrated Operating and Capital Budget for Fiscal Year 2011-12 be adopted in the format set forth in Exhibit A, attached hereto, and by reference incorporated herein.

Now, Therefore, Be It Resolved that a Final Integrated Operating and Capital Budget for Fiscal Year 2011-12 of \$9,395,496.00 as set forth in Exhibit A, attached hereto and by reference incorporated herein, be adopted for Fiscal Year 2011-12.

Be It Further Resolved that the Board shall report the Final Integrated Budget to the Board of Supervisors of the County of San Mateo in accordance with the Harbors and Navigation Code of the State of California.

Approved this 15th day of June 2011 at the regular meeting of the Board of Harbor Commissioners by a recorded vote as follows:

For: Bernardo, Padreddi, Parravano, Tucker

Against: None


Absent: Campbell

Attested

BOARD OF HARBOR COMMISSIONERS



Debbie Nixon
Deputy Secretary



Pietro Parravano
President