

**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:

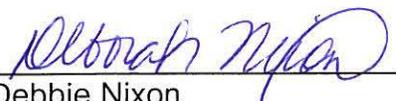
For: Bernardo, Padreddi, Parravano, Tucker

Against: None

Absent: Campbell

**Attested**

**BOARD OF HARBOR COMMISSIONERS**

  
\_\_\_\_\_  
Debbie Nixon  
Deputy Secretary

  
\_\_\_\_\_  
Pietro Parravano  
President

**EXHIBIT A**

# **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**

## 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

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



## BUDGET SUMMARY

SAN MATEO COUNTY HARBOR DISTRICT  
FY12 FINAL Budget

**BUDGET SUMMARY**

DESCRIPTION	Pillar Point Harbor	Oyster Point Marina/Park	Administration	Commission	TOTAL
<b>NON-OPERATING REVENUES</b>					
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
<b>Total Non-Operating Revenues</b>	<b>-</b>	<b>-</b>	<b>3,596,000</b>	<b>-</b>	<b>4,196,000</b>
<b>TOTAL REVENUES</b>	<b>2,137,200</b>	<b>2,127,500</b>	<b>3,596,000</b>	<b>-</b>	<b>7,860,700</b>
<b>SALARIES AND PAYROLL BURDEN:</b>					
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
<b>SubTotal Salaries and Wages</b>	<b>828,300</b>	<b>646,900</b>	<b>539,000</b>	<b>36,000</b>	<b>2,050,200</b>
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
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
<b>CAPITAL PROJECTS:</b>					
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	-	-	-	-	-
<b>Total Capital Projects</b>	<b>857,546</b>	<b>745,000</b>	<b>-</b>	<b>-</b>	<b>1,602,546</b>
<b>TOTAL EXPENSES W/ CAPITAL PROJECTS</b>	<b>4,251,996</b>	<b>3,589,100</b>	<b>1,181,200</b>	<b>373,200</b>	<b>9,395,496</b>

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
<b>Revenues</b>					
Operating Revenues	2,137,200	1,527,500	-	-	3,664,700
Non-Operating Revenues	-	600,000	3,596,000	-	4,196,000
<b>Total Revenues</b>	<b>2,137,200</b>	<b>2,127,500</b>	<b>3,596,000</b>	<b>-</b>	<b>7,860,700</b>
<b>Expenses</b>					
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
<b>Total Expenses before Interest, Depreciation and Capital Expenditures</b>	<b>2,139,450</b>	<b>1,786,100</b>	<b>1,157,200</b>	<b>372,700</b>	<b>5,455,450</b>
<b>Projected Increase/(Decrease) in Net Assets from Operations</b>	<b>(2,250)</b>	<b>341,400</b>	<b>2,438,800</b>	<b>(372,700)</b>	<b>2,405,250</b>
Depreciation	975,000	800,000	2,500	-	1,777,500
Interest Expense	220,000	200,000	-	-	420,000
<b>Total Interest and Depreciation</b>	<b>1,195,000</b>	<b>1,000,000</b>	<b>2,500</b>	<b>-</b>	<b>2,197,500</b>
<b>Projected Increase/(Decrease) in Net Assets</b>	<b>(1,197,250)</b>	<b>(658,600)</b>	<b>2,436,300</b>	<b>(372,700)</b>	<b>207,750</b>

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
<b>RESTRICTIONS</b>			
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
<b>DESIGNATIONS</b>			
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
<b>TOTAL Restrictions and Designations of Net Assets</b>	9,113,080	617,865	9,730,945

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
<b>TOTAL Revenues</b>	<b>9,469,057</b>	<b>7,609,750</b>	<b>5,453,673</b>	<b>7,256,273</b>	<b>7,860,700</b>

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
<b>NON-OPERATING REVENUES</b>					
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)	-	-	-	-
<b>Total Non-Operating Revenues</b>	<b>(49,973)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL REVENUES</b>	<b>1,696,157</b>	<b>1,792,500</b>	<b>1,487,448</b>	<b>1,967,489</b>	<b>2,137,200</b>

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
<b>OPERATING REVENUES:</b>					
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
430.091 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	-
<b>Total Operating Revenues</b>	<b>1,550,187</b>	<b>1,487,250</b>	<b>1,053,229</b>	<b>1,405,579</b>	<b>1,527,500</b>
<b>NON-OPERATING REVENUES</b>					
430.500 SSF Breakwater reimbursement	1,340,000	-	-	-	600,000
430.500 Asset Disposal Profit (Loss)	(388,856)	-	-	-	-
<b>Total Non-Operating Revenues</b>	<b>951,144</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>600,000</b>
<b>TOTAL REVENUES</b>	<b>2,501,331</b>	<b>1,487,250</b>	<b>1,053,229</b>	<b>1,405,579</b>	<b>2,127,500</b>

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
<b>NON-OPERATING REVENUES</b>					
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
410.500 Gain (Loss) on Sale/Disposal of Assets	788,311	-	-	-	-
<b>TOTAL REVENUES</b>	<b>5,271,569</b>	<b>4,330,000</b>	<b>2,912,996</b>	<b>3,883,205</b>	<b>3,596,000</b>

# SAN MATEO COUNTY HARBOR DISTRICT

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## EXPENSES

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
<b>SALARIES AND PAYROLL BURDEN:</b>					
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
<b>SubTotal Salaries and Wages</b>	<b>791,175</b>	<b>821,750</b>	<b>535,324</b>	<b>713,765</b>	<b>828,300</b>
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)	-
<b>SubTotal Benefits Summary</b>	<b>918,773</b>	<b>538,947</b>	<b>314,749</b>	<b>482,799</b>	<b>678,150</b>
<b>Total Salaries and Payroll Burden</b>	<b>1,709,948</b>	<b>1,360,697</b>	<b>850,073</b>	<b>1,196,564</b>	<b>1,506,450</b>

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
<b>Total Other Operating Expenses</b>	<b>631,618</b>	<b>840,700</b>	<b>522,878</b>	<b>661,868</b>	<b>633,000</b>
<b>NON-OPERATING EXPENSES:</b>					
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
<b>Total Non-Operating Expenses</b>	<b>929,369</b>	<b>1,251,000</b>	<b>129,141</b>	<b>1,233,282</b>	<b>1,195,000</b>
<b>CAPITAL OUTLAY:</b>					
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	-
<b>Total Capital Outlay</b>	<b>27,037</b>	<b>175,000</b>	<b>202,223</b>	<b>230,693</b>	<b>60,000</b>

## 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
<b>OTHER OPERATING EXPENSES:</b>					
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	-	-	-	-	-

## 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
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
<b>Total Other Operating Expenses</b>	<b>299,594</b>	<b>334,700</b>	<b>164,263</b>	<b>217,472</b>	<b>294,000</b>
<b>NON-OPERATING EXPENSES:</b>					
789.000 Depreciation Expense	-	2,500	-	2,500	2,500
<b>Total Non-Operating Expenses</b>	<b>-</b>	<b>2,500</b>	<b>-</b>	<b>2,500</b>	<b>2,500</b>
<b>CAPITAL OUTLAY:</b>					
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
<b>Total Capital Outlay</b>	<b>3,536</b>	<b>21,500</b>	<b>3,753</b>	<b>21,211</b>	<b>21,500</b>
<b>TOTAL EXPENSES</b>	<b>1,092,303</b>	<b>1,255,399</b>	<b>741,520</b>	<b>1,045,050</b>	<b>1,181,200</b>

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
<b>SALARIES AND PAYROLL BURDEN:</b>					
510.000 Salaries and Wages	36,000	36,000	27,000	36,000	36,000
<b>SubTotal Salaries and Wages</b>	<b>36,000</b>	<b>36,000</b>	<b>27,000</b>	<b>36,000</b>	<b>36,000</b>
520.000 Retirement-EE	576	600	432	576	600
520.003 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
<b>SubTotal Benefits Summary</b>	<b>214,405</b>	<b>79,065</b>	<b>62,633</b>	<b>80,284</b>	<b>90,200</b>
<b>Total Salaries and Payroll Burden</b>	<b>250,405</b>	<b>115,065</b>	<b>89,633</b>	<b>116,284</b>	<b>126,200</b>
<b>OTHER OPERATING EXPENSES:</b>					
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
<b>Total Other Operating Expenses</b>	<b>16,582</b>	<b>24,550</b>	<b>40,513</b>	<b>252,746</b>	<b>246,500</b>

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
<b>CAPITAL OUTLAY:</b>					
801 004 Computer Software	-	-	101	101	500
<b>Total Capital Outlay</b>	-	-	101	101	500
<b>TOTAL EXPENSES</b>	<b>266,987</b>	<b>139,615</b>	<b>130,247</b>	<b>369,131</b>	<b>373,200</b>

SAN MATEO COUNTY HARBOR DISTRICT  
FY12 FINAL Budget

**Capital Improvement Projects**

	Budgeted Projects	Estimated Carryover	Combined Projects
<b>PILLAR POINT HARBOR</b>			
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
<b>Total Pillar Point Harbor</b>	<b>64,258</b>	<b>853,288</b>	<b>917,546</b>
<b>OYSTER POINT MARINA/PARK</b>			
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
<b>Total Oyster Point Marina/Park</b>	<b>438,000</b>	<b>365,000</b>	<b>803,000</b>
<b>ADMINISTRATION</b>			
Capital Outlay			
Computer - Hardware	10,000	-	10,000
Computer - Software	10,000	-	10,000
Office Furniture and Fixtures	1,500	-	1,500
<b>Total Administration</b>	<b>21,500</b>	<b>-</b>	<b>21,500</b>
<b>COMMISSION</b>			
Capital Outlay			
Computer - Software	500	-	500
<b>Total Commission</b>	<b>500</b>	<b>-</b>	<b>500</b>
<b>TOTAL DISTRICT</b>	<b>524,258</b>	<b>1,218,288</b>	<b>1,742,546</b>

# **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**

**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
<p>Non-Commercial Event Activity Permit</p> <p>The Permit applies to two different types of events:</p> <ul style="list-style-type: none"> <li>- The first type of event is a <b>Non-Commercial Event</b>, 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.</li> <li>- The second type of event is a <b>Purely Social Non-Commercial Event</b>, which includes activities such as weddings and parties.</li> </ul>	<p>The District may charge a fee for Non-Commercial Events.</p> <p><b>Non-Commercial Events</b> – the fee will not exceed the District's actual costs in connection to the event.</p> <p><b>Purely Social Non-Commercial Events</b>  <b>Non-Refundable Administrative Fee:</b>            \$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 <b>refundable cleaning deposit</b> for Non-Commercial Events.</p>	<p style="text-align: center;">✓</p>
<p>Commercial Services Activity Permit</p>	<p>\$50.00 annual fee            Additional license agreement required</p>	<p style="text-align: center;">✓</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
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. - 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. - 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*

<b>Service</b>	<b>Oyster Point Marina/Park</b>	<b>Pillar Point Harbor</b>
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**

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



## **APPENDIX B RESOLUTION ADOPTING FISCAL YEAR 2011-2012 BUDGET**

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

For:

Against:

Absent:

**Attested**

**BOARD OF HARBOR COMMISSIONERS**

\_\_\_\_\_  
Debbie Nixon  
Deputy Secretary

\_\_\_\_\_  
Pietro Parravano  
President