

Resolution 14-12
to
Adopt Final Fiscal Year 2012-2013
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 2012-13 on May 2, 2012, and

Whereas, said Board set 7:00 p.m., June 20, 2012 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 2012-13, and

Whereas, notice of said hearing was duly given by publication in the Half Moon Bay Review on May 9, 2012, 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 2012-13 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 2012-13 of \$12,922,418 as set forth in Exhibit A, attached hereto and by reference incorporated herein, be adopted for Fiscal Year 2012-13.

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.

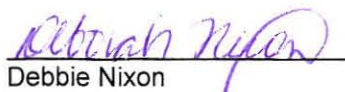
Approved this 20th day of June, 2012 at the regular meeting of the Board of Harbor Commissioners by a recorded vote as follows:

For: Bernardo, Padreddi, Parravano, Tucker

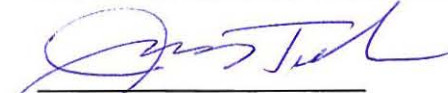
Against: None

Absent: Holsinger

Attested


Debbie Nixon
Deputy Secretary

BOARD OF HARBOR COMMISSIONERS


James Tucker
President

Memorandum

DATE: June 20, 2012

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 2012-2013

You have before you the Final Integrated Operating and Capital Budget for Fiscal Year 2012-2013 totaling \$12,922,418. We have worked hard to bring you a 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. Staff recommend adoption of this budget.

Budgets Highlights

Revenue – Project Operating Revenue has been budgeted at \$3,836,137. This is an increase over projected current year-end operating revenue of approximately twelve percent. Operational Grants for the destruction of abandoned vessels and the construction of the guest dock at Oyster Point Marina have been included in the 2012-13 budget as operational revenues, and these grant revenues contribute to nine of the twelve percent increase. The remaining increase is expected as a result of enhanced collection efforts, enhanced interest in our facilities due to improvements to our infrastructure, the economy's slow recovery, and increased visibility of our facilities through increased activities and marketing of the Harbor and Marina. Since the preliminary budget was drafted in March 2012, operating revenues for the current year are also forecast to be very slightly higher than originally expected. This higher projection reflects better than anticipated berth rentals during the crab and salmon seasons.

Non-Operating Revenues budgeted for Fiscal Year 2012-13 includes taxes, interest income, and reimbursements from the City of South San Francisco for dock reconstruction. In Fiscal Year 2012-2013, a total of \$6,062,438 has been budgeted in non-operating revenues. More than half of this category of revenues is comprised of tax revenues, which are budgeted at \$3,960,238 for Fiscal Year 2012-13. Prior to

allocating the District its share of property tax revenues, the County is required to set aside some of the property tax revenues that would otherwise go to the District to ensure that local schools are adequately funded at a level determined through State imposed formulas (ERAF). In recent years, some of the local schools have met these funding requirements from property taxes provided directly to the schools, which has enabled the County to refund to the District a portion of the amounts that had been set aside for education. The budget does not assume the County will be able to provide any such refunds for fiscal year 2012-13. As a result, the budgeted tax revenues for Fiscal Year 2012-13 are less than the projected annual taxes for 2011-12. The drop in taxes between the current and budget year is offset by the anticipated \$2,000,000 in reimbursements from the City of South San Francisco for dock construction at Oyster Point, resulting in an overall increase in non-operating revenues of twenty-one percent.

Total projected cash-in is \$9,898,575; projected cash-out is \$10,866,586. This represents a projected decrease in the 2012-13 cash reserve of \$968,010. While cash is projected to drop in Fiscal Year 2012-13, much of the “cash-out” will be used for capital assets, so the total change to net assets is expected to be an increase of \$1,899,347 during Fiscal Year 2012-13.

Expenses

Projected Operating Expenses at the harbor and marina, excluding OPEB expense, interest expenses, depreciation and capital projects, are budgeted at \$5,522,886. This represents an increase of \$327,936 over the 2011-12 budget and an increase of approximately \$733,993 over the projected annual for Fiscal Year 2011-12. The budget is estimated to be greater than both the prior year budget and the current year projection due to increases across a number of expenses, from cost of living increases in employees’ wages to anticipated increases in fuel expenses.

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

Capital Projects – Total capital improvement budget for Fiscal Year 2012-13 is \$5,353,916. This includes Carry-Over funds of \$430,727. The carryover is due to the continued work on the North HMB Shoreline Improvements (Surfers Beach) and Perched Beach projects at Pillar Point Harbor.

Major new capital projects budgeted for in Fiscal Year 2012-13 include:

- \$184,839 for the Pillar Point Boat Launch Ramp Maintenance Dredging, which will restore full use of the launch ramp to the public for boating and recreational

fishing. The previous dredging episode was six years ago. The District is investigating possible acquisition of a small dredge to enable timely and less costly maintenance dredging under a long term permit providing for multiple maintenance dredging episodes. The latter would avoid the need for lengthy permit analysis and testing.

- \$620,054 for the Johnson Pier Repairs (utility lines, deck surface, down ramp hinges). The District is investigating the potential for providing improved forklifts through innovative financing arrangements, to reduce the wear on the pier deck surface resulting from continuous forklift movements and extend the life of the budgeted improvements.
- \$356,173 for West Trail Erosion Control to address ongoing erosion and related public safety concerns along and adjacent to the trail that connects the District's parking lot at Pillar Point Marsh to the beach at the foot of the outer breakwater. Without repair, the trail would eventually have to be closed, eliminating emergency response access to the beach and an important public shoreline access point.
- \$157,558 for Rip Rap Repair on the Fishing Pier Jetty to maintain a well-used, popular public recreational fishing access point in safe condition.
- \$442,200 to rebuild and expand the guest dock at Oyster Point so the dock may safely serve larger vessels and visiting boats coming to the Bay for the Americas Cup races.
- \$2,048,656 to begin the first phase of a major overhaul of the docks at Oyster Point Marina. Over the next several years, docks will be rebuilt, replaced, or reconfigured as they outlive their original design life. This process will begin in Fiscal Year 2011-12 with Dock 11, which will be rebuilt and reconfigured. Reconfiguration of the berthing pattern will enable larger vessels to use the facility which will better serve the public and will generate more revenue.

The Future Outlook

Over the past several years a weakened economy and nearly three successive years of salmon fishing season closure created an environment in which operating revenues had not increased substantially. However, the projected total actual expenditure for the current fiscal year is over \$750,000 less than the current year budget. Salary savings, savings in operating expenses, and delays in capital expenditures contribute to this difference; however, the OPEB liability was under-budgeted.

The District continues to look for ways to enhance revenues. The District hired a new Harbor Master who is committed to finding ways to expand Pillar Point revenues, and to promote Oyster Point Marina to the San Francisco Bay market. The District hopes that

such efforts will continue to increase occupancy and revenue, but is aware that the lagging economy and changes in the boating market create a challenge to raising Oyster Point occupancy. Reconfiguring docks to better accommodate vessel market demand will also begin in the coming fiscal year. The District has successfully negotiated several expiring leases on terms that are more favorable for the District. This practice will continue as additional leases mature.

The District will also consider all available options for financing capital projects over the next several years. As the District's outstanding loan balance falls, the District will have additional borrowing capacity to continue larger-scale capital projects such as dock reconfiguration or to help fund new projects that are deemed to be advantageous to the District's goals. In the interim, the District's current loan balance continues to decrease reducing District interest expenses and improving the District's fiscal position. The District is expected to fully retire its debt to the Department of Boating and Waterways by 2019.

The Harbor Commission's Strategic Planning, Finance and Priorities workshop in early 2012 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 and 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 583-4611



FINAL INTEGRATED OPERATING AND CAPITAL BUDGET FISCAL YEAR ENDING JUNE 30, 2013

**June 20, 2012
Board of Harbor Commissioners**

**Peter Grenell
General Manager**

**Genevieve Frederick
Director of Finance**

**DRAFT OPERATING AND CAPITAL BUDGET
FISCAL YEAR ENDING JUNE 30, 2013**

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SAN MATEO COUNTY HARBOR DISTRICT

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FINANCIAL SUMMARIES

SAN MATEO COUNTY HARBOR DISTRICT
FY 2012-13 DRAFT BUDGET

Revenues, Expenses and Changes in Net Assets

REVENUES:	PILLAR POINT HARBOR	OYSTER POINT MARINA/ PARK	ADMINISTRATION	COMMISSION	TOTAL
Operating Revenues	2,043,890	1,792,247	0	0	3,836,137
Non-Operating Revenues	0	2,000,000	4,062,438	0	6,062,438
Total Revenues	2,043,890	3,792,247	4,062,438	0	9,898,575
EXPENSES:					
Salaries and Payroll Burden	1,464,175	1,649,813	910,468	104,030	4,128,486
Operating Expenses	746,375	515,599	273,776	514,750	2,050,500
Total Expenses before Interest, Depreciation and Capital Expenditures	2,210,550	2,165,412	1,184,244	618,780	6,178,986
Projected Increase/ (Decrease) in Net Assets from Operations (Rev-Exp)	-166,660	1,626,835	2,878,194	-618,780	3,719,589
Depreciation	644,162	747,256	8,314	0	1,399,732
Interest Expense	215,467	205,044	0	0	420,511
Total Interest and Depreciation	859,628	952,300	8,314	0	1,820,243
Projected Increase/ (Decrease) in Net Assets (Assets - Liabilities)	(1,026,288)	674,535	2,869,880	(618,780)	1,899,347

SAN MATEO COUNTY HARBOR DISTRICT
FY 2012-13 DRAFT BUDGET

Sources and Uses of Funds

Sources of Funds

Operating Revenue	3,836,137
Non Operating Revenue	6,062,438
New Debt	0
	<hr/>
Total Sources of Funds	9,898,575

Uses of Funds

Salaries and Payroll Burden net of OPEB	3,472,386
Operating Expenses	2,050,500
Interest Expense	420,511
Capital Outlay	4,923,189
Total Use of Funds	10,866,586

Projected Net Change in Cash Balance for FYE 13 (968,010)

SAN MATEO COUNTY HARBOR DISTRICT
FY 2012-13 DRAFT BUDGET

Net Assets Categorized

	Projected Balance at June 30, 2012	Increase (Decrease)	Projected Balance At June 30, 2013
NON-SPENDABLE			
Land	616,861		616,861
Invested in Depreciable Capital Assets (1)	10,675,335	1,685,847	12,361,182
RESTRICTED			
DBAW Reserve Fund	1,701,349		1,701,349
COMMITTED			
Emergency Reserve	2,200,000		2,200,000
Set Aside for District Office Construction	1,250,000		1,250,000
ASSIGNED			
Capital Expenditure Reserve	586,500	213,500	800,000
OPEB Reserve	815,000		815,000
Reserve to address short term Liabilities & Expenses	1,774,784		1,774,784
Total Net Assets (Assets - Liabilities)	19,619,829		21,519,176

(1) In excess of \$20 million is invested in depreciable capital assets but this display shows how the District's net assets (not total assets) are categorized.

SAN MATEO COUNTY HARBOR DISTRICT

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



BUDGET SUMMARY

**SAN MATEO COUNTY HARBOR DISTRICT
FY 2012-13 DRAFT BUDGET
BUDGET SUMMARY**

DESCRIPTION	PILLAR POINT HARBOR	OYSTER POINT MARINA/ PARK	ADMINISTRATION	COMMISSION	TOTAL
OPERATING REVENUE:					
Berth Fees	1,460,990	1,240,000	0	0	2,700,990
Mooring Fees	45,000	0	0	0	45,000
Launch Ramp Fees	80,000	25,000	0	0	105,000
Dock Boxes	0	6,000	0	0	6,000
Misc. Fees	30,700	10,900	0	0	41,600
Crab Pot Storage Fee	17,000	0	0	0	17,000
Rents & Concessions	303,600	227,047	0	0	530,647
Parking	40,000	1,500	0	0	41,500
Commercial Activity Permits	7,600	800	0	0	8,400
Sales	5,000	1,000	0	0	6,000
Operational Grants					
State- DBAW - Abandoned Vessel	30,000	30,000	0	0	60,000
Pump Out Station Grant	24,000	0	0	0	24,000
Federal - DBAW - Guest Dock	0	250,000	0	0	250,000
Total Operating Revenues	2,043,890	1,792,247	0	0	3,836,137
NON-OPERATING REVENUE:					
Taxes	0	0	3,960,238	0	3,960,238
Reimbursements on Projects	0	2,000,000	0	0	2,000,000
Interest Income	0	0	101,200	0	101,200
Miscellaneous Revenues	0	0	1,000	0	1,000
Total Non-Operating Revenues	0	2,000,000	4,062,438	0	6,062,438
TOTAL REVENUES	2,043,890	3,792,247	4,062,438	0	9,898,575

**SAN MATEO COUNTY HARBOR DISTRICT
FY 2012-13 DRAFT BUDGET
BUDGET SUMMARY**

DESCRIPTION	PILLAR POINT HARBOR	OYSTER POINT MARINA/ PARK	ADMINISTRATION	COMMISSION	TOTAL
SALARIES AND BENEFITS:					
Salaries and Wages Expense:					
Base Salary and Wages	841,901	598,437	590,356	36,000	2,066,694
Overtime	20,700	2,510	3,000	0	26,210
Differentials - Swing & Graveyard Shifts	2,500	0	0	0	2,500
Other Pay	10,000	10,000			
PTO Liability	0	0	0	0	0
Total Salaries and Wages	875,101	610,947	593,356	36,000	2,115,404
					0
Benefits Expense:					
Pension Contributions	214,246	151,669	148,735	0	514,650
Health Insurance Costs - Current Employees	208,860	156,024	100,124	62,112	527,120
Worker's Compensation Insurance	70,877	49,418	20,252	15,658	156,205
Other Insurance - Current Employees	14,972	10,308	9,791	365	35,436
Insurance Costs - Retirees	33,610	20,270	0	19,656	73,536
Social Security and Taxes	12,208	8,677	8,560	2,639	32,084
Auto Allowance	3,000	3,000	8,400	0	14,400
Employment Assistance Program	1,300	1,000	750	500	3,550
OPEB Liability	30,000	638,500	20,500	-32,900	656,100
Total Benefits	589,074	1,038,866	317,112	68,030	2,013,082
TOTAL SALARY AND PAYROLL BURDEN	1,464,175	1,649,813	910,468	104,030	4,128,486

**SAN MATEO COUNTY HARBOR DISTRICT
FY 2012-13 DRAFT BUDGET
BUDGET SUMMARY**

DESCRIPTION	PILLAR POINT HARBOR	OYSTER POINT MARINA/ PARK	ADMINISTRATION	COMMISSION	TOTAL
OPERATING EXPENSES:					
Advertising	18,000	16,500	2,000	22,000	58,500
Bad Debt Expense	0	0	0	0	0
Communications	11,000	5,500	9,500	0	26,000
Election Costs	0	0	0	469,100	469,100
Computer - Hardware and software	10,000	10,000	17,000	0	37,000
Postage	10,200	8,000	11,876	500	30,576
Travel/ Training	6,000	6,000	14,500	2,700	29,200
Auto Mileage Reimbursement	1,100	350	1,500	400	3,350
Memberships/ Exams/ Subscriptions	400	175	10,000	0	10,575
Personnel Tests	1,100	1,000	0	0	2,100
Property & Casualty Insurance	115,600	115,600	0	10,200	241,400
Fuel	18,500	7,000	0	0	25,500
Operating Supplies	43,500	29,000	0	0	72,500
Office Supplies	3,250	3,250	10,250	150	16,900
Uniform Expenses	9,975	7,887	0	0	17,862
Legal Services	20,000	18,000	35,600	5,000	78,600
Professional Services	6,500	5,000	5,000	1,500	18,000
Outside Contractual Services	28,075	99,775	30,250	1,200	159,300
Bank & Credit Card Fees	13,795	13,980	1,500	0	29,275
Office Space and Equipment Rentals	0	0	90,600	0	90,600
Repair and Maintenance	145,000	23,000	0	0	168,000
Garbage Collections	55,539	21,820	0	0	77,359
Trash Compactor	50,000	0	0	0	50,000
Vessel Destruction	30,000	30,000	0	0	60,000
Water and Electrical Utility Expenses	148,841	93,762	0	0	242,603
LAFCO Fees	0	0	5,200	0	5,200
Property Tax Admin. Fee	0	0	29,000	0	29,000
Employee Appreciation Dinner	0	0	0	2,000	2,000
Total Operating Expenses	746,375	515,599	273,776	514,750	2,050,500
NON-OPERATING EXPENSES:					
Depreciation Expense	644,162	747,256	8,314	0	1,399,732
Interest Expense - DBAW Loan	215,467	205,044	0	0	420,511
Total Non-Operating Expenses	859,628	952,300	8,314	0	1,820,243
TOTAL OE&E EXPENSE	1,606,003	1,467,899	282,090	514,750	3,870,743

**SAN MATEO COUNTY HARBOR DISTRICT
FY 2012-13 DRAFT BUDGET
BUDGET SUMMARY**

DESCRIPTION	PILLAR POINT HARBOR	OYSTER POINT MARINA/ PARK	ADMINISTRATION	COMMISSION	TOTAL
CAPITAL PROJECTS:					
Oyster Point Marina:					
Replacement of Dock 11	0	2,048,656	0	0	2,048,656
Replacement of Guest Dock	0	442,200	0	0	442,200
East Basin Restroom Renovation	0	300,000	0	0	300,000
Wave Attenuators	0	128,583	0	0	128,583
Launch Ramp Slurry Seal	0	40,000	0	0	40,000
Pillar Point Harbor:					
Rip Rap Repair - Fishing Pier	157,558	0	0	0	157,558
Johnson Pier Utilities, Dock	620,054	0	0	0	620,054
West Trail - Fix Erosion	356,173	0	0	0	356,173
Multi-Purpose Building	280,000	0	0	0	280,000
Restrooms - West Basin	100,000	0	0	0	100,000
Add'l 71 Berths, Bulkhead	100,000	0	0	0	100,000
North HMB Shoreline (Surfers Beach)	100,126	0	0	0	100,126
Dredge Launch Ramp	184,839	0	0	0	184,839
Launch Ramp Slurry Seal	35,000	0	0	0	35,000
Pump Out Station	30,000	0	0	0	30,000
Total Capital Projects	1,963,750	2,959,439	0	0	4,923,189
Total All Costs	5,033,928	6,077,152	1,192,558	618,780	12,922,418

SAN MATEO COUNTY HARBOR DISTRICT

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



REVENUES

SAN MATEO COUNTY HARBOR DISTRICT
FY 2012-13 DRAFT BUDGET

COMBINED REVENUES

DESCRIPTION	PRIOR YEAR ACTUAL	FY 11-12 FINAL BUDGET	FY 11-12 YEAR TO DATE THRU 5/3/12	FY 11-12 PROJECTED ANNUAL	FY 12-13 PRELIMINARY BUDGET
Operating Revenues	3,506,705	3,718,900	3,126,824	3,429,138	3,836,137
Non-Operating Revenues	4,496,464	4,196,000	4,023,125	4,954,117	6,062,438
TOTAL Revenues	8,003,169	7,914,900	7,149,949	8,383,254	9,898,575

SAN MATEO COUNTY HARBOR DISTRICT
FY 2012-13 DRAFT BUDGET

PILLAR POINT HARBOR

DESCRIPTION	PRIOR YEAR ACTUAL	FY 11-12 FINAL BUDGET	FY 11-12 YEAR TO DATE THRU 5/3/12	FY 11-12 PROJECTED ANNUAL	FY 12-13 PRELIMINARY Budget
OPERATING REVENUE:					
Berth Fees	1,316,014	1,473,000	1,245,093	1,359,177	1,460,990
Mooring Fees	42,410	48,000	40,139	43,629	45,000
Launch Ramp Fees	68,091	111,000	67,014	69,614	80,000
Misc. Fees	50,799	52,200	58,107	60,663	30,700
Crab Pot Storage Fee	0	0	0	0	17,000
Insurance Settlement	47,324	0	789	789	0
Rents & Concessions	393,121	349,000	322,830	340,330	303,600
Parking	23,814	34,000	34,145	34,145	40,000
Commercial Activity Permits	28,155	63,000	7,495	7,400	7,600
Sales	5,023	7,000	14,888	15,488	5,000
Operational Grants					
Pump Out Station Grant	0	0	0	0	24,000
State - OES Storm Grant	0	0	-36,152	0	0
State- DBAW - Abandoned Vessel	0	34,200	34,200	51,700	30,000
Total Operating Revenues	1,974,752	2,171,400	1,788,547	1,982,935	2,043,890

Pillar Point Harbor

Fiscal Year Ending June 30, 2013

- In fiscal year 2011-12 the District received one time funding as a result of use fees associated with the filming of a major motion picture, fees from the transfer of a lease, funds for the removal of a used oil tank, and the recording of 2010-11 abandoned vessel grant revenues in 2011-12. These one-time revenue increases are partially offset by the re-payment of Federal emergency response funds that had been received years ago as an advance payment but had never been spent for the intended purpose because they were not needed. These one-time events may distort the comparison of individual revenue line items between fiscal year 2011-12 and 2012-13.
- New contract terms will go into effect for the fish buyers' leases in 2012-13. Due to the time required to complete the negotiations for these leases, staff used the current lease payments as the basis for the budget. It is anticipated that actual revenues for fiscal year 2012-13 have been understated as a result of this approach.
- The District has received significant percentage rent revenues for 2011-12. Presumably this is a result of a strong crab and salmon season which brought additional traffic to the harbor. The budget assumes more conservative percentage rent revenues for the budget year using the prior year rather than current year as the basis for an estimate.

SAN MATEO COUNTY HARBOR DISTRICT
FY 2012-13 DRAFT BUDGET

OYSTER POINT MARINA PARK

DESCRIPTION	PRIOR YEAR ACTUAL	FY 11-12 FINAL BUDGET	FY 11-12 YEAR TO DATE THRU 5/3/12	FY 11-12 PROJECTED ANNUAL	FY 12-13 PRELIMINARY Budget
OPERATING REVENUE:					
Berth Fees	1,118,473	1,212,000	1,068,226	1,152,435	1,240,000
Dock Boxes	5,674	6,000	7,292	6,000	6,000
Launch Ramp Fees	24,049	24,000	19,789	21,510	25,000
Misc. Fees	37,828	38,500	16,607	17,485	10,900
Insurance Settlement	2,500	0	0	0	0
Rents & Concessions	289,235	243,000	201,016	218,496	227,047
Parking	1,143	1,600	920	1,000	1,500
Commercial Activity Permits	450	400	550	550	800
Sales	1,995	2,000	2,005	2,005	1,000
Operational Grants					
State- DBAW - Abandoned Vessel	19,433	20,000	21,872	26,722	30,000
SSF - Reimbursement of lease consultant fees	31,173	0	0	0	0
Federal - DBAW - Guest Dock	0	0	0	0	250,000
Total Operating Revenues	1,531,953	1,547,500	1,338,276	1,446,203	1,792,247
NON-OPERATING REVENUE:					
Reimbursements on Projects	0	600,000	0	600,000	2,000,000
Total Non-Operating Revenues	0	600,000	0	600,000	2,000,000

Oyster Point Marina

Fiscal Year Ending June 30, 2013

- The budget assumes a 16% increase in transient revenues over prior year actual figures at Oyster Point Marina as a result of anticipated increased traffic during the America's Cup races.
- The budget assumes that the City of South San Francisco will provide the District with a reimbursement of \$2 million by prior agreement in budget year to reimburse the District for its investment in replacing Dock 11.
- The budget includes \$250,000 in Federal grant revenues that have been awarded for the replacement of the guest dock at Oyster Point Marina.
- The construction of the Ferry Terminal at Oyster Point Marina will bring more people to the harbor which may have a positive impact on revenues, but such an impact is speculative and has not been estimated for the 2012-13 budget.

SAN MATEO COUNTY HARBOR DISTRICT
FY 2012-13 DRAFT BUDGET

ADMINISTRATION

DESCRIPTION	PRIOR YEAR ACTUAL	FY 11-12 FINAL BUDGET	FY 11-12 YEAR TO DATE THRU 5/3/12	FY 11-12 PROJECTED ANNUAL	FY 12-13 PRELIMINARY Budget
NON-OPERATING REVENUE:					
Taxes	4,270,137	3,520,000	3,954,266	4,269,909	3,960,238
Interest Income	134,023	75,000	64,266	79,341	101,200
Miscellaneous Revenues	92,304	1,000	4,593	4,867	1,000
Total Non-Operating Revenues	4,496,464	3,596,000	4,023,125	4,354,117	4,062,438

Administration

Fiscal Year Ending June 30, 2013

- In fiscal year 2012-13, the budget assumes that we will not receive a refund from the County of unnecessary ERAF withheld from the District's tax revenues. These refunds have been common in recent years, but are still quite speculative. This assumption is the cause of the apparent drop in tax revenue between fiscal years 2011-12 and 2012-13.
- Absent the assumption noted above, the Budget assumes a 10% increase in District taxes due to the continued increase in property valuation. Information from the County Assessor's Office supports this assumption.
- The District's property tax will be impacted by the elimination of the Redevelopment Areas (RDAs). This will result in fewer pass through payments directly from the RDAs but it will also result in an increase in property taxes coming directly from the County. The net impact to the District's tax allocation is still unknown, but there is an administrative fee associated with all property tax collected by the County; it is assumed that the net effect of the elimination of the RDAs will be a slight reduction in District revenues. The budget does include \$57,200 in distributions from the liquidation of RDA assets based on County estimates.

EXPENSES

SAN MATEO COUNTY HARBOR DISTRICT

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



SAN MATEO COUNTY HARBOR DISTRICT
FY 2012-13 DRAFT BUDGET

COMBINED EXPENSES

DESCRIPTION	PRIOR YEAR ACTUAL	FY 11-12 FINAL BUDGET	FY 11-12 YEAR TO DATE THRU 5/3/12	FY 11-12 PROJECTED ANNUAL	FY 12-13 PRELIMINARY BUDGET
SALARIES AND BENEFITS:					
Salaries and Wages Expense	2,045,598	2,050,200	1,704,218	1,975,871	2,115,404
Benefits Expense	1,262,476	1,640,700	1,725,987	1,880,660	2,013,082
Total Salary and Payroll Burden	3,308,073	3,690,900	3,430,205	3,856,531	4,128,486
OPERATING EXPENSES	1,627,293	1,904,050	1,236,364	1,643,458	2,050,500
NON-OPERATING EXPENSES	1,849,529	2,197,500	336,742	1,827,524	1,820,243
Total Expenses without Capital Outlay	6,784,895	7,792,450	5,003,311	7,327,512	7,999,229
CAPITAL PROJECTS	200,622	1,602,546	630,309	1,311,444	4,923,189
TOTAL EXPENSES	6,985,517	9,394,996	5,633,621	8,638,956	12,922,418

SAN MATEO COUNTY HARBOR DISTRICT
FY 2012-13 DRAFT BUDGET

PILLAR POINT HARBOR

DESCRIPTION	PRIOR YEAR ACTUAL	FY 11-12 FINAL BUDGET	FY 11-12 YEAR TO DATE THRU 5/3/12	FY 11-12 PROJECTED ANNUAL	FY 12-13 PRELIMINARY Budget
SALARIES AND BENEFITS:					
Salaries and Wages Expense:					
Base Salary and Wages	626,630	663,900	542,505	691,048	841,901
Overtime	35,069	23,000	31,266	36,550	20,700
Differentials - Swing & Graveyard Shifts	4,364	12,700	2,101	2,465	2,500
PTO Liability	102,746	125,000	101,074	83,238	0
Other Pay	3,015	3,700	1,673	1,673	10,000
Total Salaries and Wages	771,824	828,300	678,619	814,974	875,101
Benefits Expense:					
Pension Contributions	162,382	184,250	157,849	190,785	214,246
Health Insurance Costs - Current Employees	162,303	170,000	158,981	175,359	208,860
Worker's Compensation Insurance	50,500	65,000	36,884	36,900	70,877
Other Insurance - Current Employees	12,730	14,000	12,987	14,155	14,972
Insurance Costs - Retirees	45,588	31,000	36,412	47,274	33,610
Social Security and Taxes	10,756	10,000	9,489	11,719	12,208
Auto Allowance	2,400	2,400	700	1,200	3,000
Employment Assistance Program	1,231	1,500	1,175	1,277	1,300
OPEB Liability	-36,445	200,000	666,453	664,871	30,000
Total Benefits	411,445	678,150	1,080,930	1,143,540	589,074
OPERATING EXPENSES:					
Advertising	7,756	8,000	2,003	3,253	18,000
Bad Debt Expense	53,376	20,000	0	29,000	0
Communications	13,520	15,000	15,885	17,085	11,000
Computer Hardware and Software	1,382	30,000	1,219	17,492	10,000
Postage	6,770	6,000	6,215	9,600	10,200
Travel/ Training	4,592	4,500	15	4,550	6,000
Auto Mileage Reimbursement	488	1,000	726	800	1,100
Memberships/ Exams/ Subscriptions	138	500	313	313	400
Personnel Tests	427	1,000	545	376	1,100

SAN MATEO COUNTY HARBOR DISTRICT
FY 2012-13 DRAFT BUDGET

Property & Casualty Insurance	113,100	115,000	115,589	115,589	115,600
Fuel	10,221	15,000	9,600	10,434	18,500
Operating Supplies	56,032	54,500	38,796	76,053	43,500
Office Supplies	6,711	3,000	2,090	3,000	3,250
Uniform Expenses	8,380	10,000	8,587	9,500	9,975
Legal Services	48,804	40,000	6,217	16,500	20,000
Professional Services	4,288	10,000	6,336	6,936	6,500
Outside Contractual Services	53,892	39,000	24,629	29,312	28,075
Bank & Credit Card Fees	13,315	11,000	9,831	13,100	13,795
Repair and Maintenance	141,157	122,000	137,110	165,000	145,000
Garbage Collections	58,401	52,500	45,634	55,811	55,539
Trash Compactor	0	0	0	0	50,000
Vessel Destruction	35,904	10,000	0	17,500	30,000
Water and Electrical Utility Expenses	128,535	125,000	129,657	144,427	148,841
Total Operating Expenses	767,187	693,000	560,996	745,632	746,375
NON-OPERATING EXPENSES:					
Depreciation Expense	656,792	975,000	0	625,875	644,162
Interest Expense - DBAW Loan	247,818	220,000	172,544	237,355	215,467
Total Non-Operating Expenses	904,611	1,195,000	172,544	863,230	859,628
CAPITAL PROJECTS:					
Pillar Point Harbor:					
Fish Buyers Bldg. Repairs	43,475	31,359	0	5,000	0
Rip Rap Repair - Fishing Pier	0	0	12,418	28,946	157,558
Pump Out Station	0	0	0	0	30,000
Johnson Pier Utilities, Deck	0	0	13,108	22,828	620,054
West Trail - Fix Erosion	0	0	34,361	52,355	356,173
Multi-Purpose Building	0	0	0	7,800	280,000
Restrooms - West Basin	0	0	0	0	100,000
Add'l 71 Berths, Bulkhead	0	397,697	62,588	207,938	100,000
North HMB Shoreline (Surfers Beach)	118,102	293,490	230	125,230	100,126
Lessee Sidewalk	0	115,000	8,475	8,475	0
Dredge Launch Ramp	0	20,000	0	0	184,839
Launch Ramp Slurry Seal	0	0	0	0	35,000
Romeo Pier Study/Renovation	67	0	0	0	0
Post Office Lot	38,638	0	9,573	9,573	0
Total Capital Projects	200,282	857,546	140,753	468,145	1,963,750
TOTAL EXPENSES	3,055,348	4,251,996	2,633,842	4,035,521	5,033,928

Pillar Point Harbor

Fiscal Year Ending June 30, 2013

- The 2012-13 budget includes \$1.96 million for Capital expenditures for Pillar Point Harbor which is more than four times the anticipated expenditures for the 2011-12 fiscal year.
- The salaries at Pillar Point Harbor are expected to increase slightly in the upcoming year due to a personnel shift from Oyster Point Marina. The total payroll burden for Pillar Point Harbor is expected to drop between the current and budget year as a result of a large OPEB accrual in the current year and a much smaller accrual in the budget year. The size of the OPEB accrual is greatly impacted by the timing of when employees at each facility become vested in the system.
- \$30,000 has been budgeted in expenses for vessel destruction. This budget assumes that the grant application submitted to the State will be approved. The State has revised this grant program, and the District may now count in kind work toward their required match. The grant requirements are also now more flexible, so it is probable that if the grant application is approved, all funds budgeted for vessel destruction will be spent.
- The budget includes greater funding for computer hardware because the District anticipates the replacement of its computer server. While primarily funded through 2011-12 budget appropriations this project will also be partially funded in the 2012-13 budget year.

SAN MATEO COUNTY HARBOR DISTRICT
FY 2012-13 DRAFT BUDGET

OYSTER POINT MARINA PARK

DESCRIPTION	PRIOR YEAR ACTUAL	FY 11-12 FINAL BUDGET	FY 11-12 YEAR TO DATE THRU 5/3/12	FY 11-12 PROJECTED ANNUAL	FY 12-13 PRELIMINARY Budget
SALARIES AND BENEFITS:					
Salaries and Wages Expense:					
Base Salary and Wages	577,731	547,900	427,262	536,148	598,437
Overtime	4,815	6,000	6,405	5,520	2,510
Differentials - Swing & Graveyard Shifts	1,037	1,500	70	70	0
PTO Liability	98,374	90,000	99,526	72,623	0
Other Pay	493	1,500	165	0	10,000
Total Salaries and Wages	682,449	646,900	533,428	614,361	610,947
Benefits Expense:					
Pension Contributions	145,692	171,250	122,253	148,501	151,669
Health Insurance Costs - Current Employees	130,821	145,000	116,538	126,959	156,024
Worker's Compensation Insurance	47,505	30,000	30,933	31,000	49,418
Other Insurance - Current Employees	11,360	12,500	9,899	10,789	10,308
Insurance Costs - Retirees	34,874	16,000	28,500	43,282	20,270
Social Security and Taxes	11,037	10,000	7,827	8,367	8,677
Auto Allowance	2,400	2,400	700	1,200	3,000
Employment Assistance Program	1,007	1,500	920	1,000	1,000
OPEB Liability	166,414	160,000	36,639	53,334	638,500
Total Benefits	551,110	548,650	354,209	424,432	1,038,866
OPERATING EXPENSES:					
Advertising	21,195	20,000	2,219	2,400	16,500
Bad Debt Expense	62,200	20,000	0	54,200	0
Communications	7,228	7,500	7,878	8,332	5,500
Computer Hardware and Software	2,856	25,000	2,628	18,902	10,000
Postage	5,901	6,000	5,416	8,200	8,000
Travel/ Training	3,516	5,000	6	4,550	6,000
Auto Mileage Reimbursement	269	500	75	500	350
Memberships/ Exams/ Subscriptions	138	350	138	150	175
Personnel Tests	800	1,500	240	400	1,000
Property & Casualty Insurance	113,100	115,000	115,589	115,589	115,600

SAN MATEO COUNTY HARBOR DISTRICT
FY 2012-13 DRAFT BUDGET

Fuel	6,246	8,000	3,938	4,508	7,000
Operating Supplies	27,564	23,000	16,222	19,152	29,000
Office Supplies	6,354	8,000	2,368	3,700	3,250
Uniform Expenses	8,651	10,000	6,299	7,511	7,887
Legal Services	11,261	10,000	16,218	18,000	18,000
Claims Settlements	0	0	3,387	3,400	0
Professional Services	4,395	5,000	6,646	9,500	5,000
Outside Contractual Services	106,213	97,200	74,298	92,359	99,775
Bank & Credit Card Fees	12,912	10,500	9,332	13,300	13,980
Repair and Maintenance	47,222	121,000	33,437	52,752	23,000
Garbage Collections	21,703	30,000	17,002	20,981	21,820
Vessel Destruction	21,433	20,000	24,302	29,152	30,000
Water and Electrical Utility Expenses	108,869	105,000	74,275	91,924	93,762
Total Operating Expenses	600,026	648,550	421,910	579,462	515,599
NON-OPERATING EXPENSES:					
Depreciation Expense	700,773	800,000	0	730,106	747,256
Interest Expense - DBAW Loan	235,831	200,000	164,197	225,873	205,044
Total Non-Operating Expenses	936,604	1,000,000	164,197	955,979	952,300
CAPITAL PROJECTS:					
Oyster Point Marina:					
Electrical Pedestals	0	180,000	36,684	136,700	0
Ferry Terminal	339	0	0	0	0
Launch Ramp Slurry Seal	0	0	0	0	40,000
Replacement of Dock 11	0	0	0	175,975	2,048,656
Replacement of Guest Dock	0	0	774	38,525	442,200
East Basin Restroom Renovation	0	0	0	0	300,000
Wave Attenuators	0	565,000	452,099	492,099	128,583
Total Capital Projects	339	745,000	489,557	843,299	2,959,439
TOTAL EXPENSES	2,770,529	3,589,100	1,963,301	3,417,533	6,077,152

Oyster Point Marina

Fiscal Year Ending June 30, 2013

- The 2012-13 budget includes \$2.96 million for Capital expenditures for Oyster Point Marina which is three and a half times the anticipated expenditures for the 2011-12 fiscal year.
- The budget includes greater funding for computer hardware because the District anticipates the replacement of its computer server. While primarily funded through 2011-12 budget appropriations this project will also be partially funded in the 2012-13 budget year.
- The 2012-13 budget includes \$638,500 to fund the annual OPEB accrual. This amount is based on the OPEB model calculation used by the District to estimate this expense.
- The salaries at Oyster Point Marina are expected to drop slightly in the upcoming year due to a personnel shift to Pillar Point Harbor.
- \$30,000 has been budgeted in expenses for vessel destruction. This budget assumes that the grant application submitted to the State will be approved. The State has revised this grant program, and the District may now count in kind work toward their required match. The grant requirements are also now more flexible, so it is probable that if the grant application is approved, all funds budgeted for vessel destruction will be spent.

SAN MATEO COUNTY HARBOR DISTRICT
FY 2012-13 DRAFT BUDGET

ADMINISTRATION

DESCRIPTION	PRIOR YEAR ACTUAL	FY 11-12 FINAL BUDGET	FY 11-12 YEAR TO DATE THRU 5/3/12	FY 11-12 PROJECTED ANNUAL	FY 12-13 PRELIMINARY Budget
SALARIES AND BENEFITS:					
Salaries and Wages Expense:					
Base Salary and Wages	494,298	485,000	424,791	469,906	590,356
Overtime	2,351	3,000	2,124	2,309	3,000
PTO Liability	56,516	50,000	35,256	38,322	0
Other Pay	2,159	1,000	0	0	0
Total Salaries and Wages	555,325	539,000	462,171	510,536	593,356
Benefits Expense:					
Pension Contributions	109,624	131,000	106,194	115,428	148,735
Health Insurance Costs - Current Employees	84,208	120,000	82,221	90,565	100,124
Worker's Compensation Insurance	3,532	20,000	17,423	17,425	20,252
Other Insurance - Current Employees	13,211	16,500	8,112	8,778	9,791
Social Security and Taxes	8,449	8,000	7,804	8,600	8,560
Auto Allowance	7,200	7,200	6,700	8,100	8,400
Employment Assistance Program	671	1,000	528	750	750
OPEB Liability	10,734	20,000	14,969	20,700	20,500
Total Benefits	237,630	323,700	243,952	270,346	317,112
OPERATING EXPENSES:					
Advertising	394	2,000	1,000	0	2,000
Communications	9,295	12,000	11,112	12,000	9,500
Computer Hardware and Software	2,845	20,000	4,562	20,086	17,000
Postage	3,842	5,000	4,806	11,341	11,876
Travel/ Training	10,405	17,000	4,094	12,249	14,500
Auto Mileage Reimbursement	2,240	1,500	1,242	2,200	1,500
Memberships/ Exams/ Subscriptions	13,306	20,000	14,616	14,616	10,000
Personnel Tests	1,799	4,000	2,569	2,700	0
Office Supplies	10,321	14,000	7,783	9,300	10,250
Legal Services	29,736	30,000	23,798	35,697	35,600
Professional Services	5,207	20,000	11,007	19,000	5,000
Outside Contractual Services	21,950	33,000	30,063	30,918	30,250
Bank & Credit Card Fees	-260	2,000	1,360	1,478	1,500

SAN MATEO COUNTY HARBOR DISTRICT
FY 2012-13 DRAFT BUDGET

Office Space and Equipment Rentals	90,547	100,000	81,016	88,366	90,600
LAFCO Fees	4,635	5,000	4,674	4,674	5,200
Property Tax Admin. Fee	28,363	30,000	26,345	26,345	29,000
Total Operating Expenses	234,626	315,500	230,047	290,970	273,776
NON-OPERATING EXPENSES:					
Depreciation Expense	8,314	2,500	0	8,314	8,314
Total Non-Operating Expenses	8,314	2,500	0	8,314	8,314
TOTAL EXPENSES	1,035,894	1,180,700	936,169	1,080,166	1,192,558

Administration

Fiscal Year Ending June 30, 2013

- The Administration Services 2012-13 budget reflects an increase of 10% over the 2010-11 actual figures. This is due to cost of living increases, step increases, full staffing, increases to health care costs, other insurance increases and increases in the District's CalPERS expense.
- The District anticipates the replacement of its computer server, which will primarily be funded through 2011-12 budget appropriations but will also be partially funded in the 2012-13 budget year.
- The District has replaced its phone system with a web based phone system. It is anticipated that this change will result in savings in excess of 20% for phone communications.

SAN MATEO COUNTY HARBOR DISTRICT
FY 2012-13 DRAFT BUDGET

COMMISSION

DESCRIPTION	PRIOR YEAR ACTUAL	FY 11-12 FINAL BUDGET	FY 11-12 YEAR TO DATE THRU 5/3/12	FY 11-12 PROJECTED ANNUAL	FY 12-13 PRELIMINARY Budget
SALARIES AND BENEFITS:					
Salaries and Wages Expense:					
Base Salary and Wages	36,000	36,000	30,000	36,000	36,000
Total Salaries and Wages	36,000	36,000	30,000	36,000	36,000
Benefits Expense:					
Pension Contributions	1,632	1,900	1,521	1,521	0
Health Insurance Costs - Current Employees	50,164	48,000	39,998	44,074	62,112
Worker's Compensation Insurance	293	16,500	14,308	15,658	15,658
Other Insurance - Current Employees	324	500	260	308	365
Insurance Costs - Retirees	7,062	0	0	5,700	19,656
Social Security and Taxes	2,346	2,800	2,167	2,390	2,639
Employment Assistance Program	559	500	501	500	500
OPEB Liability	-90	20,000	-11,859	-27,809	-32,900
Total Benefits	62,291	90,200	46,896	42,343	68,030
OPERATING EXPENSES:					
Advertising	1,351	2,000	897	1,497	22,000
Computer Hardware and Software	101	500	0	0	0
Election Liability	0	200,000	0	0	469,100
Postage	165	0	129	500	500
Travel/ Training	3,167	2,500	2,581	2,689	2,700
Auto Mileage Reimbursement	90	500	190	500	400
Memberships/ Exams/ Subscriptions	211	500	114	250	0
Property & Casualty Insurance	9,661	10,000	9,534	10,139	10,200
Office Supplies	229	1,500	103	100	150
Legal Services	3,190	20,000	6,394	7,600	5,000
Professional Services	1,318	3,000	666	1,000	1,500
Outside Contractual Services	1,256	1,500	1,081	1,255	1,200
Employee Appreciation Dinner	4,714	5,000	1,725	1,864	2,000
Total Operating Expenses	25,455	247,000	23,413	27,393	514,750
TOTAL EXPENSES	123,746	373,200	100,309	105,736	618,780

Commission

Fiscal Year Ending June 30, 2013

- Based on the cost of the prior elections, \$469,100 has been budgeted for election expenses to address the fall elections.
- \$20,000 has been budgeted in the Commission's budget for advertising expenses to enable the District to publicize and celebrate its 80th anniversary.

CAPITAL IMPROVEMENT PROJECTS

SAN MATEO COUNTY HARBOR DISTRICT

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



SAN MATEO COUNTY HARBOR DISTRICT
FY 2012-13 DRAFT BUDGET

Capital Improvement Projects

	Budgeted Projects	Estimated Carryover	Combined Projects
Oyster Point Marina:			
Replacement of Dock 11	2,048,656		2,048,656
Replacement of Guest Dock	442,200		442,200
East Basin Restroom Renovation	300,000		300,000
Wave Attenuators	128,583		128,583
Launch Ramp Slurry Seal	40,000		40,000
Total Oyster Point Marina/ Park	2,959,439		2,959,439
Pillar Point Harbor:			
Rip Rap Repair - Fishing Pier	157,558		157,558
Johnson Pier Utilities, Deck	620,054		620,054
West Trail - Fix Erosion	356,173		356,173
Multi-Purpose Building	280,000		280,000
Restrooms - West Basin	100,000		100,000
Add'l 71 Berths, Bulkhead	100,000	137,220	237,220
North HMB Shoreline (Surfers Beach)	100,126	293,507	393,633
Dredge Launch Ramp	184,839		184,839
Launch Ramp Slurry Seal	35,000		35,000
Pump Out Station	30,000		30,000
Total Pillar Point Harbor	1,963,750	430,727	2,394,477
TOTAL DISTRICT	4,923,189	430,727	5,353,916

SAN MATEO COUNTY HARBOR DISTRICT

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



APPENDICES

Resolution 08-12
of the
San Mateo County Harbor District
to
Adopt the Rates and Fees Schedule
for
Pillar Point Harbor
for
Fiscal Year 2012-13

Whereas, the Board of Harbor Commissioners pursuant to §6079 of the Harbors and Navigation Code of the State of California and Section 5.3 of the San Mateo County Harbor District's Ordinance Code of 1996 as amended, have established a Rates and Fees Schedule.

Therefore, be it resolved, that a Rates and Fees Schedule for Pillar Point Harbor for Fiscal Year 2012-13 as set forth in Exhibit A, attached hereto and by reference incorporated herein, be adopted.

Therefore, be it further resolved, that the Board shall direct the posting of the Rates and Fees Schedule – Fiscal Year 2012-13 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 2012-13.

Approved this 16th day of May, 2012 at a regular meeting of the Board of Harbor Commissioners by a recorded vote as follows:

For: Bernardo, Holsinger, Padreddii

Against: None

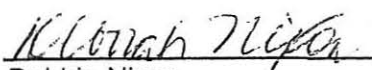
Absent: Tucker

Abstaining: None

Recused: Parravano

Attested

BOARD OF HARBOR COMMISSIONERS


Debbie Nixon
Deputy Secretary

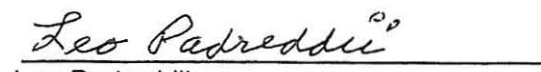

Leo Padreddii
Acting President

Exhibit A

Pillar Point Harbor Rates and Fees Schedule

San Mateo County Harbor District
Effective: July 1, 2012 – June 30, 2013

Service	Pillar Point Harbor		
Anchoring	TBD		
Berth Transfer Fee – Customer Initiated	\$30.00 fee per vessel transferred		
Berth Waiting List - Must be paid annually to maintain position on wait list	\$25.00 annual fee		
<p>Berthing – Monthly Rates</p> <p>Vessels will be charged based on the size of the berth unless the vessel exceeds the length of the berth, in which case the vessel will be charged the fee for a berth that is large enough to fully accommodate the vessel.</p> <p>If the District must assign a vessel to a berth that is larger than necessary due to a lack of available smaller berths, the vessel will temporarily be charged the rate for a smaller berth that would accommodate the vessel until such berth is made available.</p>	Berth Size	Docks D - H	Docks A - C
	30'	260.00	265.00
	35'	300.00	305.00
	40'	340.00	345.00
	45'	385.00	390.00
	50'	420.00	425.00
	55'	460.00	465.00
	65'	540.00	545.00
	65' +	\$8.40/ft	\$8.50/ft
	Skiffs*	50.00	75.00
	<p>* 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.</p>		
Berthing – Discount	<p>1 Month free with 1 year paid in advance</p> <p>Berth Discount for Full Time Commercial and Sport fishing Vessels (applies to monthly and transient): 15%. Not retroactive and requires annual application.</p>		
Berthing – Long term Transient (guarantee of 2 weeks minimum and maximum of 30 days – with live aboard privileges)	\$0.70 per foot of boat per day – multi-hulled rate is 150%.		

Pillar Point Harbor Rates and Fees Schedule

San Mateo County Harbor District

Effective: July 1, 2012 – June 30, 2013

Service	Pillar Point Harbor
Berthing – Short Term Transient (less than 2 weeks – with live aboard privileges)	\$0.80 per foot of boat per day – multi-hulled rate is 150%. Vessels anchoring in the outer harbor in excess of 4 hours will be subject to the daily rate.
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	\$250.00 annual fee Veterans may be eligible for waiver of fee, subject to documentation acceptable to District. No retroactivity available. Other fees may apply.
<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 	<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>

Pillar Point Harbor Rates and Fees Schedule

San Mateo County Harbor District

Effective: July 1, 2012 – June 30, 2013

Service	Pillar Point Harbor
such as weddings and parties.	The District may charge a refundable cleaning deposit for Non-Commercial Events.
Commercial Services Activity Permit	\$50.00 annual fee
Crab Pot Storage Fee	Single Stall - \$300 flat charge Double stall - \$550 flat charge
Credit Check	District cost – not to exceed \$50.00 per name
Day Use Parking	As designated at specific locations
Dock Box Rental	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	\$40.00 per hour. Fees are prorated for partial hours with a \$10.00 minimum
Key Sale	\$10.00 per key
Labor Charge	\$100.00 per hour – regular time \$150.00 per hour – overtime
Late Charge – Monthly Berth Rentals	Interest charged at 0.834% per month (10% per annum) on all balances not paid by the 10 th of the month
Launch Ramp – Commercial Use Only	Commercial Activity Permit required

Pillar Point Harbor Rates and Fees Schedule

San Mateo County Harbor District

Effective: July 1, 2012 – June 30, 2013

Service	Pillar Point Harbor
Launch Ramp – Recreational Use Only	\$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.
Live Aboard Permit	\$350.00 monthly fee <ul style="list-style-type: none"> - 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: <ul style="list-style-type: none"> - 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 Fee for Active Privately Owned Mooring	\$1.50 per foot per month – \$45.00 minimum
Mooring Fee for District-Owned Mooring	Monthly: \$4.00 per foot (LOA) per month – \$100.00 per month minimum with signed agreement Transient: \$10.00 per day
Mooring Permit – Initial One-Time Fee for Issuance of Private Mooring Permit	Governed by District Mooring Policy

Pillar Point Harbor Rates and Fees Schedule

San Mateo County Harbor District

Effective: July 1, 2012 – June 30, 2013

Service	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
Heavy Weight Absorbent Pads (for Oil)	\$1/ pad
Passenger Fee – Commercial Sport Fishing and Other Charters	\$2.25 per passenger
Photocopy	Paper copy - \$0.25 per page – counter or meter used to determine usage. Electronic copy – \$1.00 per document
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
Recreational Vehicle Parking (only for Commercial Fishermen)	\$45/ day or \$450/ month – service is only available at Lot C during salmon season and crab season
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 – monthly vessel berthing	Fee equal to 1 month's berthing
Special Events	See Special Events Policy
Tide Book Sales	\$2.00 per book

Pillar Point Harbor Rates and Fees Schedule

San Mateo County Harbor District

Effective: July 1, 2012 – June 30, 2013

Service	Pillar Point Harbor
Temporary Vessel Storage Fee – Up to 30 days – no live aboard privileges	Equivalent to monthly berth rental fee for the appropriately sized berth.
Towing – Applicable for all towing services except for towing that is required by the District to enable the District to perform maintenance or other necessary harbor operations.	\$200.00 per hour. Equipment fuel surcharge may be applied.
Vehicles – Use of	\$85 per hour. Personnel charges additional.
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.

Resolution 09-12
of the
San Mateo County Harbor District
to
Adopt the Rates and Fees Schedule
for
Oyster Point Marina/Park
for
Fiscal Year 2012-13

Whereas, the Board of Harbor Commissioners pursuant to §6079 of the Harbors and Navigation Code of the State of California and Section 5.3 of the San Mateo County Harbor District's Ordinance Code of 1996 as amended, have established a Rates and Fees Schedule.

Therefore, be it resolved, that a Rates and Fees Schedule for Oyster Point Marina/Park for Fiscal Year 2012-13 as set forth in Exhibit A, attached hereto and by reference incorporated herein, be adopted.

Therefore, be it further resolved, that the Board shall direct the posting of the Rates and Fees Schedule – Fiscal Year 2012-13 at Oyster Point Marina/Park, 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 2012-13.

Approved this 16th day of May, 2012 at a regular meeting of the Board of Harbor Commissioners by a recorded vote as follows:

For: Bernardo, Holsinger, Padreddii, Parravano

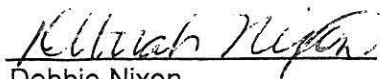
Against: None

Absent: Tucker

Abstaining: None

Attested

BOARD OF HARBOR COMMISSIONERS



Debbie Nixon
Deputy Secretary



Leo Padreddii
Acting President

Exhibit A

San Mateo County Harbor District

Rates and Fees Schedule
Effective: July 1, 2012 – June 30, 2013

Service	Oyster Point Marina/Park		
Anchoring	Not Available		
Berth Transfer Fee – Customer Initiated	\$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 Vessels will be charged based on the size of the berth unless the vessel exceeds the length of the berth, in which case the vessel will be charged the fee for a berth that is large enough to fully accommodate the vessel. If the District must assign a vessel to a berth that is larger than necessary due to a lack of available smaller berths, the vessel will temporarily be charged the rate for a smaller berth that would accommodate the vessel until such berth is made available.	Berth Size	Single Finger	Double Finger
	22' or less	n/a	105.00
	26'	n/a	200.00
	30'	220.00	230.00
	36'	265.00	275.00
	40'	305.00	315.00
	45'	340.00	355.00
	50'	380.00	395.00
	55'	n/a	435.00
	60'	455.00	475.00
Berthing – Discount	1 Month free with 1 year paid in advance		
Berthing – Long term Transient (guarantee of 2 weeks minimum and maximum of 30 days – with live aboard privileges)	\$0.55 per foot per day – multi-hulled rate is 150%		
Berthing – Short Term Transient (less than 2 weeks – with live aboard privileges)	\$0.75 per foot per day – multi-hulled rate is 150%. Vessels using the guest dock in excess of 4 hours will be charged the daily rate.		
Bid Package	District cost – non refundable		

Exhibit A
San Mateo County Harbor District
 Rates and Fees Schedule
 Effective: July 1, 2012 – June 30, 2013

Service	Oyster Point Marina/Park
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	\$250.00 annual fee Veterans may be eligible for waiver of fee, subject to documentation acceptable to District. No retroactivity available. Other fees may apply.
<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>

Exhibit A

San Mateo County Harbor District

Rates and Fees Schedule
Effective: July 1, 2012 – June 30, 2013

Service	Oyster Point Marina/Park
Commercial Services Activity Permit	\$50.00 annual fee Additional license agreement required
Crab Pot Storage Fee	Not available
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
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
Key Sale	\$10.00 per key
Labor Charge	\$100.00 per hour – regular time \$150.00 per hour – overtime
Late Charge – Monthly Berth Rentals	Interest charged at 0.834% per month (10% per annum) on all balances not paid by the 10 th of the month
Launch Ramp – Commercial Use Only	Commercial Activity Permit required

Exhibit A

San Mateo County Harbor District

Rates and Fees Schedule
Effective: July 1, 2012 – June 30, 2013

Service	Oyster Point Marina/Park
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.
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 Fee for Active Privately Owned Mooring	Not available
Mooring Fee for District Owned Mooring	Not available
Mooring Permit – Initial One-Time Fee for Issuance of Private Mooring Permit	Not available

Exhibit A

San Mateo County Harbor District

Rates and Fees Schedule
Effective: July 1, 2012 – June 30, 2013

Service	Oyster Point Marina/Park
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
Heavy Weight Absorbent Pads (for Oil)	\$1/ pad
Passenger Fee – Commercial Sport Fishing and Other Charters	\$2.25 per passenger
Photocopy	Paper copy - \$0.25 per page – counter or meter used to determine usage. Electronic copy – \$1.00 per document
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
Recreational Vehicle Parking (only for Commercial Fishermen)	Not permitted
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 – monthly vessel berthing	Fee equal to 1 month's berthing
Special Events	See Special Events Policy
Tide Book Sales	\$2.00 per book

Exhibit A
San Mateo County Harbor District
 Rates and Fees Schedule
Effective: July 1, 2012 – June 30, 2013

Service	Oyster Point Marina/Park
Temporary Vessel Storage Fee – Up to 30 days – no live aboard privileges	Equivalent to monthly berth rental fee for the appropriately sized berth.
Towing – Applicable for all towing services except for towing that is required by the District to enable the District to perform maintenance or other necessary marina operations.	\$200.00 per hour. Equipment fuel surcharge may be applied.
Vehicles – Use of	Not available
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.