

SAN MATEO COUNTY HARBOR DISTRICT
FINAL OPERATING AND CAPITAL BUDGET
2016/17 FISCAL YEAR

**“To assure that the public is provided with clean, safe, well managed,
financially sound and environmentally pleasant marina’s”**

BOARD OF COMMISSISONERS:

Tom Mattusch, President
Virginia Chang Kiraly, Vice-President
Robert Bernardo, Secretary
Pietro Parravano, Treasurer
Sabrina Brennan, Commissioner



FINAL OPERATING AND CAPITAL BUDGET 2016/17 FISCAL YEAR

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FINAL OPERATING AND CAPITAL BUDGET 2016/17 FISCAL YEAR

Background and Outlook



SAN MATEO COUNTY HARBOR DISTRICT FINAL OPERATING AND CAPITAL BUDGET FOR THE 2016/17 FISCAL YEAR

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STAFF:

Steve McGrath, General Manager
Glenn Lazof, Interim Director of Administrative Services

BACKGROUND

Harbor District's Scope of Operations:

The District was founded in 1933 with boundaries coterminous with the County of San Mateo.

Pillar Point Harbor in Princeton, the 6th largest commercial fishing harbor in the State, was designated by the State of California Harbors and Navigation Code Section 70.5 as a harbor of safe refuge, along with other harbors lining the coastline of California. The District began to create Pillar Point Harbor as a harbor of refuge for the commercial fishing fleet and other vessels in the late 1940s. After the Army Corps of Engineers built the federal breakwater in 1959-61, major harbor developments in the 1980s were financed by loans from the California Department of Boating and Waterways ("DBW"), now a Division of the State Parks Department. On Board action on April 6, 2016, all these loans have now been paid off in their entirety, three and a half years early.

In 1977, the District took over operations of the City of South San Francisco's Oyster Point Marina/Park under a Joint Powers Agreement and completed that marina's development with more DBW loans through the 1980s. The District's loan balance for the DBW funds totaled \$19.77 million in 1997. On Board action on April 6, 2016, all these loans have now been paid off in their entirety, three and a half years early.

The District operates as an enterprise agency, receiving operational revenues from berth rents, live aboard fees, small boat launch fees, lease rents, and other fees and charges toward meeting operational expenses. These enterprise revenues and expenses are shown in this Final budget.

In addition, the District contributes substantial resources towards providing services and maintenance of a number of public facilities and activities.

These include:

- Coastal trail access and maintenance;
- Beach access;
- Public fishing piers
- Park and landscape maintenance
- Public parking
- Free Wi-Fi
- Trash Removal
- Bay trail access and maintenance;
- Search and Rescue Operations
- Toxic Environmental Clean-up
- Public events
- Public restrooms
- Public Education

These non-enterprise public services and activities serve a broader segment of the County population and visitors than just boaters. The District receives no direct revenues from the public for these facilities or services. Rather the District uses its share of the property tax revenue paid to special districts within the County to offset these costs to continue to provide these popular facilities and services. Examples include partnering with the federal government on addressing federal beach erosion and also repair of a popular well-used shoreline trail. Both projects have significant community interest and affect a wide range of visitors to the Pillar Point Harbor area. These public revenues and expenses are shown in this Final budget.

In addition to operational responsibilities at Pillar Point Harbor in Princeton and Oyster Point Marina/Park in South San Francisco, the District also assists other agencies both within and outside the County, including the City of San Francisco for vessel traffic control assistance during major events and Search and Rescue operations in conjunction with the US Coast Guard out of Yerba Buena Island in San Francisco Bay. Oyster Point Marina/Park, in addition to bay-side Search and Rescue activities, it may assist County communities having San Francisco Bay shorelines with water transit-related emergency preparation and response. Lastly, the District may join with the County and its municipalities in addressing the challenges of adapting to sea level rise.

DISTRICT FINANCIAL HIGHLIGHTS

Debt Retirement: At its meeting of April 6, 2016, this Commission voted to direct staff to arrange for early retirement of all debt with the Division of Boating and Waterways. This was completed on April 13, 2016, saving the District in excess of \$500,000 in interest payments over the course of the loan.

Capital Improvements: The Harbor District continues to maintain and enhance its harbor, water and land based facilities based on review of periodic facilities condition surveys. The District continues to update its schedule of capital improvements and repairs needed in coordination with the District’s budget process.

The 2016/17 Final Budget proposes an ambitious program of capital improvements and major maintenance, in excess of \$3.6 million at Pillar point Harbor, and in excess of \$800,000 at Oyster Point Marina.

SHORT TERM FACTORS INFLUENCING DECISIONS

Short term factors influencing District decisions and projections include both internal and external factors, some of which are outside the control of the District.

Oyster Point Marina and Park:

It is difficult at this time to plan long term for Oyster Point Marina and Park for several reasons:

- The Joint Powers Agreement with the City of South San Francisco expires in 2016, and no decision has been made regarding the District’s involvement at the site after that date.
- It has recently come to the attention of staff that the development anticipated in the 2011 agreement regarding future development at Oyster Point may be coming to pass, and staff is anticipating a request to assign the leases to a new entity. With anticipated development at the west end of the site, and the possible future termination of the leases, revenue will be affected, but staff is unsure at this time of the projected timeline. Additionally, if a major construction project occurs at the site, this will impact tenants, may affect occupancy, will impact decisions to be made about the future of the bait shop facility and a re-issuance of a Request for Proposals, and will have impacts that we cannot currently anticipate.

Staffing:

There are currently a number of vacancies in the District’s permanent regular staff. Some of these positions are being filled by temporary or interim positions. Staff has attempted to project appropriate impacts on the ‘Salaries, Wages and Benefits’ section of the 2016/17 budget. Additionally, lack of critical staff impacts the ability of the District to maintain facilities and initiate and complete projects.

Rates and Fees, Ordinances:

Staff will continue to work with stakeholders to address an update to the rates and fees charged to users of District facilities; additionally, staff will present the rates and fees in a manner that will allow the greatest level of participation by all Commissioners in taking action on any or the entire schedule.

Staff will also be reviewing the bail schedule for citations issued by the Harbor Patrol, as some of these are outdated and have not kept up with mandatory distributions to the County and the State.

Leases:

Once past the work entailed in providing this Commission and the public with the Budget for 2016/17, staff will begin looking closely at all leases, with two aims:

- Preparing and consolidating information for the issuance of a Request for Proposals for property management, per Commission direction during the Goals and Objectives discussion.
- Reviewing leases for compliance with the terms and conditions of each lease and proper payment of rents due.
- Additionally, staff will meet with all three fish buyers and review the leases, and recommend changes for the Board, to incorporate the exterior space currently used, hoist issues and reducing the wet fish fee from \$10 to \$3.

BUDGET HIGHLIGHTS

What is a Budget? The District's budget is Staff's best estimate of the expenditures needed to operate and maintain District facilities for the upcoming fiscal year. It is an itemized summary of estimated revenues and expenditures for a given period, in this case, Fiscal Year 2016-17. But the budget is more than just a projection of receipts and disbursements: It is a working document of a financial plan for the Harbor Commission and the public that identifies the operating costs considered essential to the successful operation of the District for that given period. It is subject to amendment, when circumstances warrant, e.g., responding to unanticipated emergency events, such as storm damage to facilities caused by a natural or human-made disaster, such as a major storm or a toxic spill. When unexpected or unplanned events occur, as happens during the fiscal year, Staff requests the Commission to amend the original adopted budget.

Estimated Revenue: Total revenue for Fiscal Year 2016-17 is projected to be \$10,431,800. This is composed of projected revenues from harbor users of \$4,204,800 and represents a 5% increase over the 2015/16 budget.

Non-Operating Revenues for FY 2016-17 are projected to be \$6,227,000, of which property taxes are the majority.

Estimated Expenses: Combined Expenditures for FY2016-17 are projected to be \$12,584,511. Of this amount, operating expenditures are projected to be \$8,028,511, and capital project outlays are projected to be \$4,556,000, consisting largely of repair and replacement projects for both Oyster Point Marina/Park and Pillar Point Harbor, along with design and permitting costs for a handful of future projects. These projects are funded in part by net revenue, and in part by a reduction in reserves of \$2,152,711, for a projected reserve balance at June 30, 2017 of \$12,247,289. This assumes that staff is successful in completing a very ambitious program of capital improvements that costs are, in aggregate, as estimated, and that no grant funds are awarded to offset District costs. For the first time in many years, the budget does not include principal and interest payments on debt to the Division of Boating and Waterways.

FUTURE OUTLOOK

The future outlook for the District is sound. The District has eliminated its debt. The District will expand its efforts to seek ways to increase and diversify its revenues, to respond more cost-effectively to the opportunities and challenges arising from Pillar Point Harbor's growing importance as a regional coastal destination and activity center, to continue to work closely with the City of South San Francisco to promote development opportunities at the Oyster Point Marina/Park. In addition, both harbors will continue their activities to maintain their respective Clean Marina Certifications, as well as expand activities with the San Mateo County Resource Conservation District to further identify and address the upland sources and causes of water quality impacts.

With its County-wide jurisdiction, the Harbor District will work with all County and public entities to continue to address the serious sea level challenges facing San Mateo County.

With this Final Budget for 2016-17, staff has, for the first time, identified and allocated revenues and expenses to both enterprise and non-enterprise, or public functions. This process will continue to be refined to properly reflect the revenue and cost associated with providing services.

All-in-all, the District is poised to continue to enhance harbor and public use areas for the benefit of all County and non-County residents who come to enjoy all the harbors, parks and shoreline areas the District offers.

ACKNOWLEDGEMENTS

Preparation of the Budget, as always, has been a team effort of the Commissioners, management and staff.



**FINAL OPERATING AND CAPITAL BUDGET
2016/17 FISCAL YEAR**

Budget: Narrative

The Final Budget for FY 2016/17 is a consolidated budget, shown below, in the Consolidated Budget Table under the Rec. Final Budget column. Revenues are projected on the low side, expenditures on the high side.

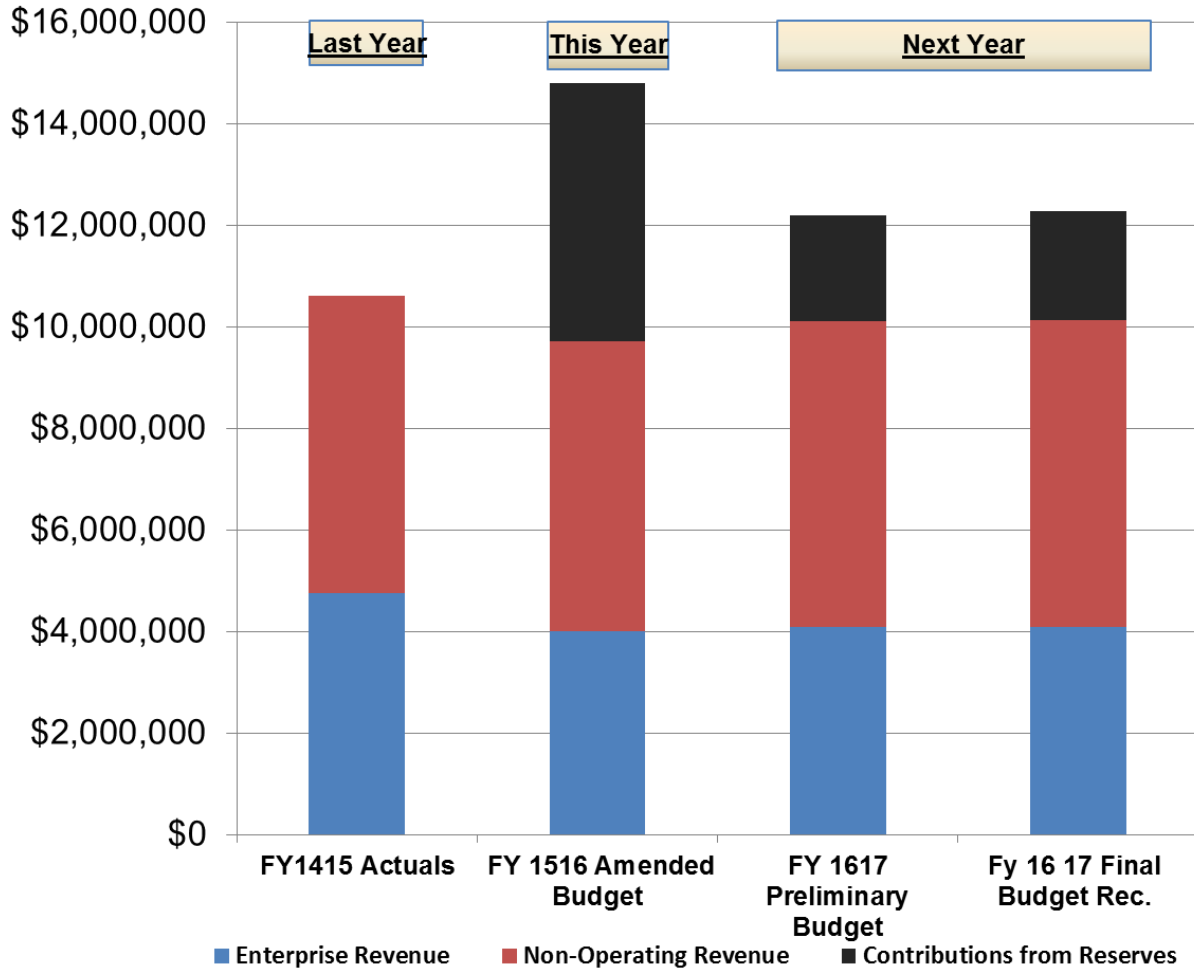
**San Mateo County Harbor District
Consolidated Budget
Fiscal Year 2016/17 Recommended Final Budget
Summary Annual Comparison**

	FY 1415 Actuals	FY 1516 Amended Budget		FY 1617 Preliminary Budget	Rec. Final Budget
Revenue:					
Enterprise Revenues	\$ 4,747,627	\$ 4,004,433		\$ 4,078,500	\$ 4,204,800
Non Operating Revenue	\$ 5,853,653	\$ 5,701,429		\$ 6,033,190	\$ 6,227,000
Total Revenues:	\$ 10,601,281	\$ 9,705,862		\$ 10,111,690	\$ 10,431,800
Expense:					
Salaries and Benefits	\$ 4,303,919	\$ 4,277,995		\$ 4,591,513	\$ 4,773,513
Operating Excluding Personnel	\$ 3,095,642	\$ 3,207,786		\$ 3,403,493	\$ 3,254,997
Total Operating Expense	\$ 7,399,561	\$ 7,485,781		\$ 7,995,006	\$ 8,028,511
Net Operating Profit/(Loss)	\$ 3,201,720	\$ 2,220,081		\$ 2,116,685	\$ 2,403,289
Non - Operating Expense (Debt)	\$ 1,937,684	\$ 6,430,231		\$ -	\$ -
Capital Expenditures	\$ 233,395	\$ 874,985		\$ 4,191,000	\$ 4,556,000
Total Expenditures	\$ 9,570,640	\$ 14,790,997		\$ 12,186,006	\$ 12,584,511
Increase (Reduction) to Reserves	\$ 1,030,641	\$ (5,085,135)		\$ (2,074,315)	\$ (2,152,711)
					\$ -
Total Reserves	\$ 17,600,996	\$ 12,537,660		\$ 12,048,514	\$ 12,247,289

* The Unassigned reserve has been increased to reflect the unaudited year end fund balance from FY 2015, and subsequent changes to the reserve projected for 2015/16 and 2016/17.

The first column above represents the addition of unaudited Fiscal Year 2014/15 actuals, as recorded in the Financial System. The FY 1516 Amended Budget is the current budget for 2015/16. The last column is the adopted Final Budget. Note that nearly half of the \$4,556,000 in Capital Projects is funded by the revenue in excess of operating expenses (operating net).

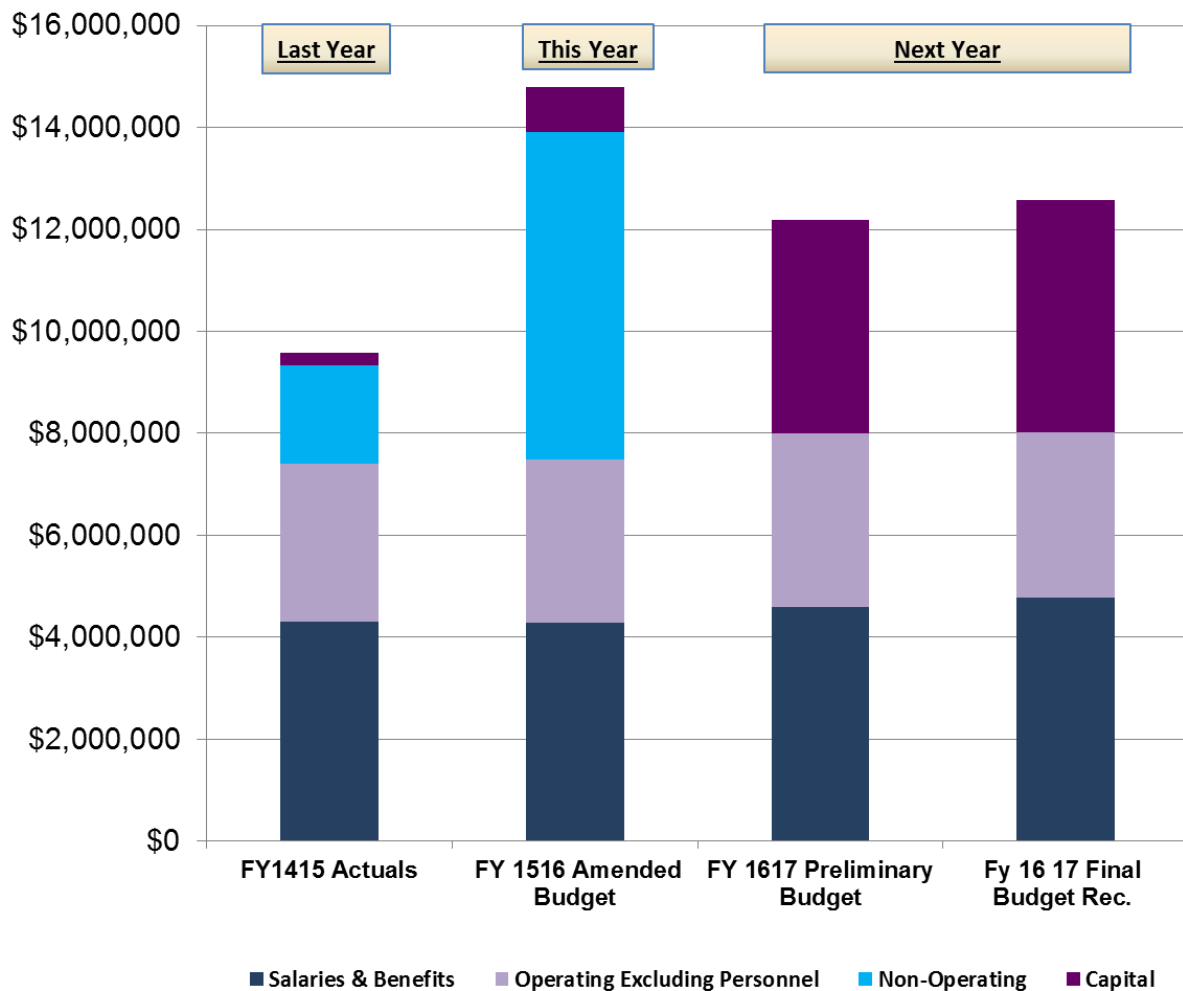
**San Mateo County Harbor District
Consolidated Sources of Funding
Fiscal Year 2016-2017 Final Budget**



The graph below reflects sources of funding (enterprise, non-operating, and contribution from reserves) last fiscal year, current year, preliminary budget, and Final Budget.

Below is a graph displaying consolidated expenses over the same three year period. Note the blue disappears in the proposed budget, reflecting no loan payments for the first time in two decades.

San Mateo County Harbor District Consolidated Expenses including Capital 2016-2017 Final Budget





**FINAL OPERATING AND CAPITAL BUDGET
2016/17 FISCAL YEAR**

BUDGET: CONSOLIDATED

**San Mateo County Harbor District
Consolidated Budget
Fiscal Year 2016/17 Recommended Final Budget
Consolidated Detail Annual Comparison**

	FY 1415 Actuals	FY 1516 Amended Budget	FY 1617 Preliminary Budget	FY 1617 Recommended Final
Revenues:				
Enterprise Revenues				
Berth Rental	2,641,370.84	2,561,583	2,666,000	2,840,000
Boat Wash	11,359	9,600	12,000	10,000
County Parking Fines	8,602	8,350	7,800	-
DBW-Abandoned Vessel Grant; Other Grants	29,098	160,000	117,000	93,000
Dock Boxes	7,850	8,000	7,500	-
Event Application	7,700	11,850	1,900	12,000
Event Permit	11,915	11,400	6,800	27,000
Expense Reimbursement	5,016	-	-	-
Misc Enterprise Fees (Formerly Hoist Fee)	5,016	5,500	300	31,000
Late Fees	10,859	11,000	13,000	13,000
Launching Fees	123,196	116,000	116,500	98,000
Laundry Revenue - Web	7,121	5,500	7,400	10,000
Live Aboard	296,395	285,000	293,000	306,000
Mooring Fees	37,661	41,000	31,500	21,200
Asset Disposal	766,647	-	-	-
Special Events Revenues	-	34,200	17,000	-
Rents & Concessions	782,837	735,450	780,800	743,600
Enterprise Revenue Subtotal	4,747,627	4,004,433	4,078,500	4,204,800
Other Operating Revenue				
Interest Income	99,749	76,500	42,000	63,000
Miscellaneous Revenue	65,259	37,300	37,700	37,000
State Mandated Cost	35,876	87,629	87,629	-
Tax Revenues	5,652,769	5,500,000	5,865,861	6,127,000
Transient Dockage/Berth Rent		\$ 130,000.00		
Other Operating Revenue Subtotal	5,853,653	5,701,429	6,033,190	6,227,000
Total Revenues:	10,601,281	9,705,862	10,111,690	10,431,800

**San Mateo County Harbor District
Consolidated Budget
Fiscal Year 2016/17 Recommended Final Budget
Consolidated Detail Annual Comparison**

	FY 1415 Actuals	FY 1516 Amended Budget	FY 1617 Preliminary Budget	FY 1617 Recommended Final
Expenses				
Salaries/Benefits:				
Health Insurance-Medical Cost	653,959	711,736	687,785	784,091
Life Insurance/ Disability/ EAP	41,894	49,175	55,236	59,834
Retirement	226,734	606,267	566,204	563,059
Salaries and Wages	2,513,901	2,713,178	2,969,591	3,053,228
Social Security / Medicare	44,982	41,295	47,651	41,598
Post Employee Benefit	621,945	400	157,997	157,997
Unemployment Insurance Tax	18,388	4,000	14,408	15,624
Employment Assistance Prog		-		-
Workers' Compensation Ins.	182,117	151,944	92,641	98,083
Total (Salaries/Benefits)	\$ 4,303,919	\$ 4,277,995	4,591,513	4,773,513
Operating Expenses				
Advertising & Promotion	19,882	21,700	21,700	21,900
Auto Mileage	2,224	2,400	2,400	1,800
Bad Debts	43,036	140,000	60,000	60,000
Bank Service Charges	4,865	5,250	5,000	22,900
Claims Settlement	-	68,200	-	-
Collection SVC Expense	12,655	16,000	10,000	10,000
Computer-Software	-	13,500	13,500	10,000
Computer - Hardware (below \$10K)	-	-	8,500	10,000
Contractual Serv- Professional	468,480	524,880	362,662	480,700
Contractual-Retained Counsel	433,552	465,361	383,000	383,000
Contractual Services - IT	33,492	70,300	63,700	59,100
Credit Card Fees	32,027	25,200	31,000	33,300
Employee Appreciation Dinner	4,149	5,000	-	-
Employee Recognition	66	600	-	-
Equipment Rent	27,674	24,657	16,500	24,000
Handling Fees for Citations	-	1,400	1,500	-

**San Mateo County Harbor District
Consolidated Budget
Fiscal Year 2016/17 Recommended Final Budget
Consolidated Detail Annual Comparison**

	FY 1415 Actuals	FY 1516 Amended Budget	FY 1617 Preliminary Budget	FY 1617 Recommended Final
Insurance Premiums	261,528	289,135	289,000	275,000
LAFCO Fees	6,182	7,500	7,500	-
Land Vehicles-Fuel	8,682	11,500	9,500	16,100
Launch Ramp Fish Disposal	3,040	3,300	2,900	-
Memberships, Dues & Subscript.	17,724	18,150	17,150	14,600
Miscellaneous Expenses	19,616	3,500	3,500	17,400
Elections	513,378	-	600,000	600,000
Office Furniture & Fixtures	-	4,000	4,000	-
Office Rental - Admin	92,241	85,800	87,900	87,900
Office Supplies	23,836	25,000	22,100	30,500
Oil Clean-Up Supplies	884	3,500	7,500	-
Operating Supplies	57,693	80,000	70,000	58,800
Patrol Boat - Fuel	6,814	6,900	6,900	-
Permits/License Fees	2,233	2,900	1,500	-
Personnel Admin	42,048	25,070	16,500	22,000
Postage	8,793	10,500	10,000	-
Property Tax Admin. Costs	46,437	29,000	26,000	26,000
Removal of Hazardous Materials	-	5,000	5,100	-
Repairs & Maintenance	177,689	469,343	469,781	267,000
Relocation Expense	19,625	-	-	-
Sewer Fees	46,687	47,500	47,500	47,500
Special Events	7,873	13,000	13,000	10,000
Training Prof Development	17,212	45,000	45,000	25,000
Travel Conf & Mtg	13,123	13,200	13,200	13,000
Uniform Related Expenses	15,911	16,500	16,500	16,500
Utilities	456,564	468,040	539,000	518,000
Vessel Destruction	147,728	140,000	93,000	93,000
Total Operating (Excluding Wages)	\$ 3,095,642	\$ 3,207,786	\$ 3,403,493	\$ 3,254,997
Operating Net (Deficit)	\$ 3,201,720	\$ 2,220,081	\$ 2,116,685	\$ 2,403,289

San Mateo County Harbor District
Consolidated Budget
Fiscal Year 2016/17 Recommended Final Budget
Consolidated Detail Annual Comparison

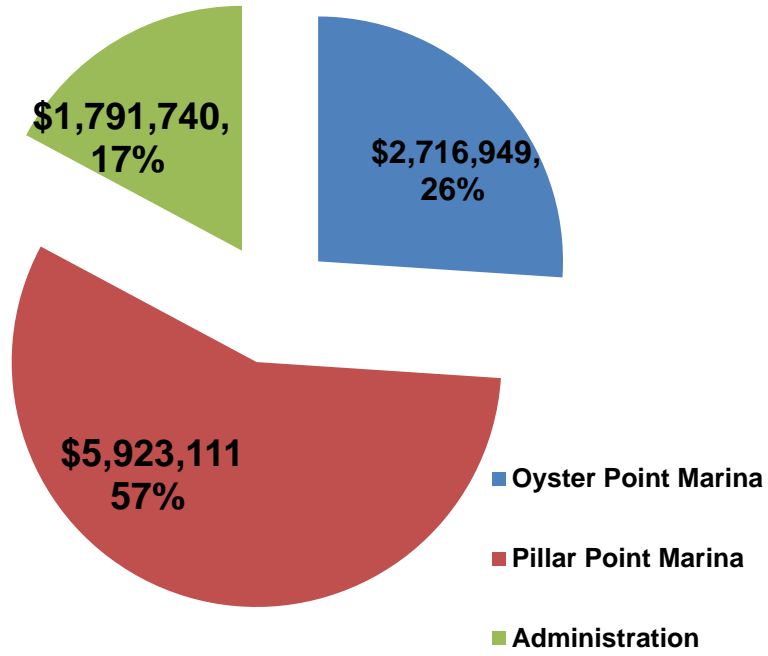
	FY 1415 Actuals	FY 1516 Amended Budget	FY 1617 Preliminary Budget	FY 1617 Recommended Final
Non-Operating:				
Depreciation Expense		-	-	-
Interest Expense-Cal Boating	272,573	413,520	-	-
Principal-Cal Boating	1,665,111	6,016,711	-	-
Correcting JE Acct	-	0	-	-
Total (Non-Operating)	\$ 1,937,684	\$ 6,430,231	\$ -	\$ -



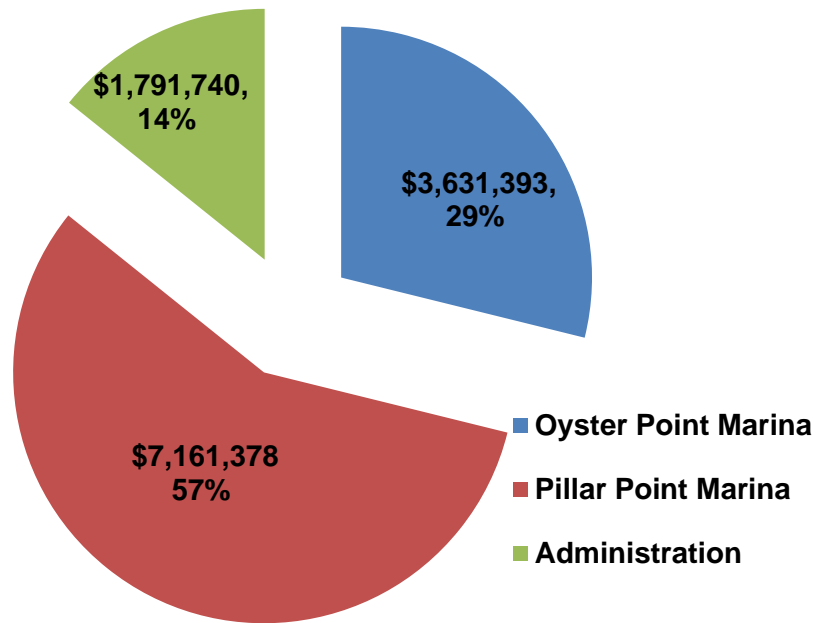
**FINAL OPERATING AND CAPITAL BUDGET
2016/17 FISCAL YEAR**

BUDGET: BY DEPARTMENT

Revenues by Department



Expenditures by Department



**2016 2017 Final Budget
By Department**

	Adminstration (Includes Commission)	Oyster Point Marina	Pillar Point Marina	Consolidated
Revenues:				
Enterprise Revenues				
Berth Rental	-	1,048,967	1,791,033	2,840,000
Boat Wash	-	3,467	6,533	10,000
County Parking Fines	-	-	-	-
DBW-Abandoned Vessel Grant; Other Grants	-	56,190	36,810	93,000
Dock Boxes	-	-	-	-
Event Application	-	947	11,052	12,000
Event Permit	-	338	26,663	27,000
Expense Reimbursement	-	-	-	-
Misc Enterprise Fees (Formerly Hoist Fee)	-	1,844	29,156	31,000
Late Fees	-	4,782	8,218	13,000
Launching Fees	-	19,017	78,983	98,000
Laundry Revenue - Web	-	2,500	7,500	10,000
Live Aboard	-	173,114	132,885	306,000
Mooring Fees	-	-	21,200	21,200
Asset Disposal	-	-	-	-
Special Events Revenues	-	-	-	-
Rents & Concessions	-	335,071	408,528	743,600
Enterprise Revenue Subtotal	\$ -	\$ 1,646,237	\$ 2,558,563	\$ 4,204,800
Other Operating Revenue				
Interest Income	63,000	-	-	63,000
Miscellaneous Revenue	3,623	24,830	8,547	37,000
State Mandated Cost	-	-	-	-
Tax Revenues	1,725,117	1,045,882	3,356,001	6,127,000
Other Operating Revenue Subtotal	\$ 1,791,740	\$ 1,070,712	\$ 3,364,548	\$ 6,227,000
Total Revenues:	\$ 1,791,740	\$ 2,716,949	\$ 5,923,111	\$ 10,431,800

**2016 2017 Final Budget
By Department**

	Adminstration (Includes Commission)	Oyster Point Marina	Pillar Point Marina	Consolidated
Expenses				
Salaries/Benefits:				
Health Insurance-Medical Cost	244,479	192,207	347,405	784,091
Life Insurance/ Disability/ EAP	19,460	17,639	22,734	59,834
Retirement	157,441	199,929	205,689	563,059
Salaries and Wages	890,475	937,203	1,225,550	3,053,228
Social Security / Medicare	14,027	12,189	15,381	41,598
Post Employee Benefit	(56,632)	225,351	(10,722)	157,997
Unemployment Insurance Tax	3,906	5,208	6,510	15,624
Workers' Compensation Ins.	7,179	38,204	52,700	98,083
Total (Salaries/Benefits)	\$ 1,280,336	\$ 1,627,931	\$ 1,865,247	\$ 4,773,513
Operating Expenses				
Advertising & Promotion	8,409	5,929	7,562	21,900
Auto Mileage	212	212	1,377	1,800
Bad Debts	-	44,800	15,200	60,000
Bank Service Charges	2,748	10,257	9,895	22,900
Claims Settlement	-	-	-	-
Collection SVC Expense	-	4,329	5,671	10,000
Computer-Software	4,815	1,852	3,333	10,000
Computer - Hardware (below \$10K)	4,815	1,852	3,333	10,000
Contractual Serv- Professional	213,618	180,878	86,205	480,700
Contractual-Retained Counsel	309,255	31,554	42,190	383,000
Contractual Services - IT	41,678	6,222	11,200	59,100
Credit Card Fees	-	13,781	19,519	33,300
Employee Appreciation Dinner	-	-	-	-
Employee Recognition	-	-	-	-
Equipment Rent	8,504	4,956	10,540	24,000
Handling Fees for Citations	-	-	-	-
Insurance Premiums	-	56,330	218,669	275,000

**2016 2017 Final Budget
By Department**

	Adminstration (Includes Commission)	Oyster Point Marina	Pillar Point Marina	Consolidated
Expenses				
LAFCO Fees	-	-	-	-
Fuel	-	3,298	12,802	16,100
Launch Ramp Fish Disposal	-	-	-	-
Memberships, Dues & Subscript.	-	3,850	10,750	14,600
Miscellaneous Expenses	-	2,751	14,649	17,400
Elections	600,000	-	-	600,000
Office Furniture & Fixtures	-	-	-	-
Office Rental - Admin	87,900	-	-	87,900
Office Supplies	-	10,068	20,431	30,500
Oil Clean-Up Supplies	-	-	-	-
Operating Supplies	-	18,101	40,699	58,800
Patrol Boat - Fuel	-	-	-	-
Permits/License Fees	-	-	-	-
Personnel Admin	-	744	21,256	22,000
Postage	-	-	-	-
Property Tax Admin. Costs	26,000	-	-	26,000
Removal of Hazardous Materials	-	-	-	-
Repairs & Maintenance	-	82,194	184,806	267,000
Relocation Expense	-	-	-	-
Sewer Fees	-	-	47,500	47,500
Special Events	-	6,060	3,940	10,000
Training Prof Development	9,005	10,629	5,366	25,000
Travel Conf & Mtg	-	-	13,000	13,000
Uniform Related Expenses	-	5,170	11,330	16,500
Utilities	128,038	114,917	275,045	518,000
Vessel Destruction	-	62,310	30,690	93,000
Total Operating (Excluding Wages)	\$ 1,444,996	\$ 683,045	\$ 1,126,957	\$ 3,254,997
Allocation of Enterprise Administration	\$ (933,591)	\$ 449,417	\$ 484,174	\$ -
Operating Net (Deficit)	\$ (0)	\$ (43,444)	\$ 2,446,733	\$ 2,403,289

**2016 2017 Final Budget
By Department**

	Adminstration (Includes Commission)	Oyster Point Marina	Pillar Point Marina	Consolidated
Capital Expenditures:				
Computer-Hardware	-	-	-	-
Dredging Services (PPH and OPM)	-	65,000	200,000.00	265,000
Oil spill trailers 2 PPH and OPM	-	18,000	18,000.00	36,000
Bait Shop Building	-	60,000	-	60,000
Maint. Bldg. settling; develop and implement solution OPM	-	20,000	-	20,000
Paving maintenance and replacement OPM	-	163,000	-	163,000
Replacement Truck OPM	-	40,000	-	40,000
Transformers on Docks 1 - 6 (OPM)	-	250,000	-	250,000
Landscaping; tree replacement OPM	-	15,000	-	15,000
Paving /storm water at new r/room bldg. OPM	-	40,000	-	40,000
Replacement of docks 12, 13, 14 OPM	-	200,000	-	200,000
Dock fingers PPH	-	-	600,000	600,000
Electrical Underground (replace non-traffic covers and rings) PPH	-	-	75,000	75,000
Fishing Pier Rip Rap PPH	-	-	25,000	25,000
Flow Meters (required) on sewer lift stations PPH	-	-	50,000	50,000
Light Pole Retrofits to LED Energy Savings PPH	-	-	150,000	150,000
Patrol Boat Maintenance	-	-	350,000	350,000
Paving maintenance and replacement PPH	-	-	200,000	200,000
Pier Deck and Piling Replacement	-	-	250,000	250,000
Replace H Dock then additional commercial docks PPH	-	-	75,000	75,000
Replace water (domestic) to floats from pier, including flex lines PPH	-	-	10,000	10,000
Replacement truck and cart PPH	-	-	40,000	40,000
Romeo Pier Study/Demolition	-	-	625,000	625,000
PPH West Trail Repairs	-	-	235,000	235,000
Enlarge sidewalks at commercial area. Overall PPH site plan	-	-	150,000	150,000
Harbor Office Remodel (ADA, Services) PPH	-	-	50,000	50,000
Johnson Pier Work Dock area - addtl space (portion of TIGER) PPH	-	-	100,000	100,000
Launch Ramp Restroom (and design/permit) PPH	-	-	50,000	50,000
New trench drains at boat ramp area PPH Specs	-	-	40,000	40,000
Piling replacement at sales dock PPH	-	-	20,000	20,000
Storm drain box replacements PPH	-	-	60,000	60,000
Utility upgrades (water, electricity); pier PPH	-	-	150,000	150,000
Fish Buyer Roof	-	-	27,000	27,000
Fishing Pier Repair Project	-	-	100,000	100,000
HoistReplacement	-	-	-	-
Launch Ramp Maintenance	-	-	10,000	10,000
Mooring Replacements	-	-	25,000	25,000
Sewer Repairs	-	-	-	-
Total (Capital Expenditures)	\$ -	\$ 871,000	\$ 3,685,000	\$ 4,556,000
Total All Expenses:	\$ 1,791,741	\$ 3,631,393	\$ 7,161,378	\$ 12,584,511
Increase (Reduction) to Reserves	\$ (0)	\$ (914,444)	\$ (1,238,267)	\$ (2,152,711)



**FINAL OPERATING AND CAPITAL BUDGET
2016/17 FISCAL YEAR**

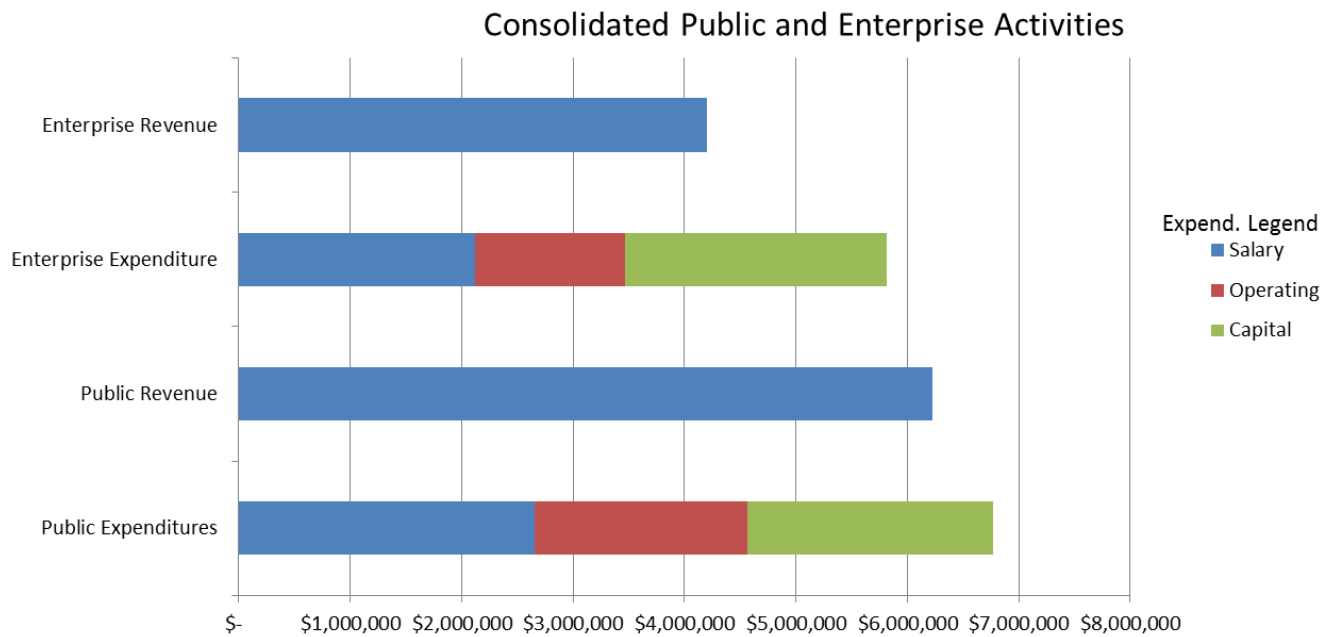
BUDGET: PUBLIC/ENTERPRISE

San Mateo County Harbor District
Fiscal Year 2016/17 Recommended Final Budget
Public and Enterprise Summary

	Total		Consolidated	Oyster Point		Pillar Point		Admin	
	Public	Enterprise	Total	Public	Enterprise	Public	Enterprise	Public	Enterprise
Enterprise Revenues	\$ -	\$ 4,204,800	\$ 4,204,800	\$ -	\$ 1,646,237	\$ -	\$ 2,558,563	\$ -	\$ -
Other Operating Revenue	\$ 6,227,000	\$ -	\$ 6,227,000	\$ 1,070,712	\$ -	\$ 3,364,548	\$ -	\$ 1,791,740	\$ -
Total Revenues:	\$ 6,227,000	\$ 4,204,800	\$ 10,431,800	\$ 1,070,712	\$ 1,646,237	\$ 3,364,548	\$ 2,558,563	\$ 1,791,740	\$ -
Expense:									
Salaries and Benefits	\$ 2,651,694	\$ 2,121,820	\$ 4,773,514	\$ 818,738	\$ 809,194	\$ 1,101,843	\$ 763,404	\$ 731,113	\$ 549,223
Operating Excluding Personnel	\$ 1,914,146	\$ 1,340,851	\$ 3,254,996	\$ 274,776	\$ 408,269	\$ 578,743	\$ 548,214	\$ 1,060,627	\$ 384,368
Total Operating Expenses	\$ 4,565,839	\$ 3,462,671	\$ 8,028,510	\$ 1,093,514	\$ 1,217,462	\$ 1,680,586	\$ 1,311,618	\$ 1,791,740	\$ 933,591
Allocation of Enterprise Administration	\$ -	\$ -	\$ -	\$ -	\$ 449,417	\$ -	\$ 484,174	\$ -	\$ (933,591)
Net Operating (Profit/Loss)	\$ 1,661,160	\$ 742,129	\$ 2,403,289	\$ (22,801)	\$ (20,643)	\$ 1,683,962	\$ 762,771	\$ (0)	\$ -
Capital Expenditures	\$ 2,207,139	\$ 2,348,861	\$ 4,556,000	\$ 167,154	\$ 703,846	\$ 2,039,985	\$ 1,645,015	\$ -	\$ -
Total Expenditures	\$ 6,772,979	\$ 5,811,532	\$ 12,584,510	\$ 1,260,667	\$ 2,370,726	\$ 3,720,572	\$ 3,440,806	\$ 1,791,740	\$ -
Increase (Reduction) to Reserves	\$ (545,979)	\$ (1,606,732)	\$ (2,152,711)	\$ (189,955)	\$ (724,489)	\$ (356,024)	\$ (882,243)	\$ (0)	\$ -

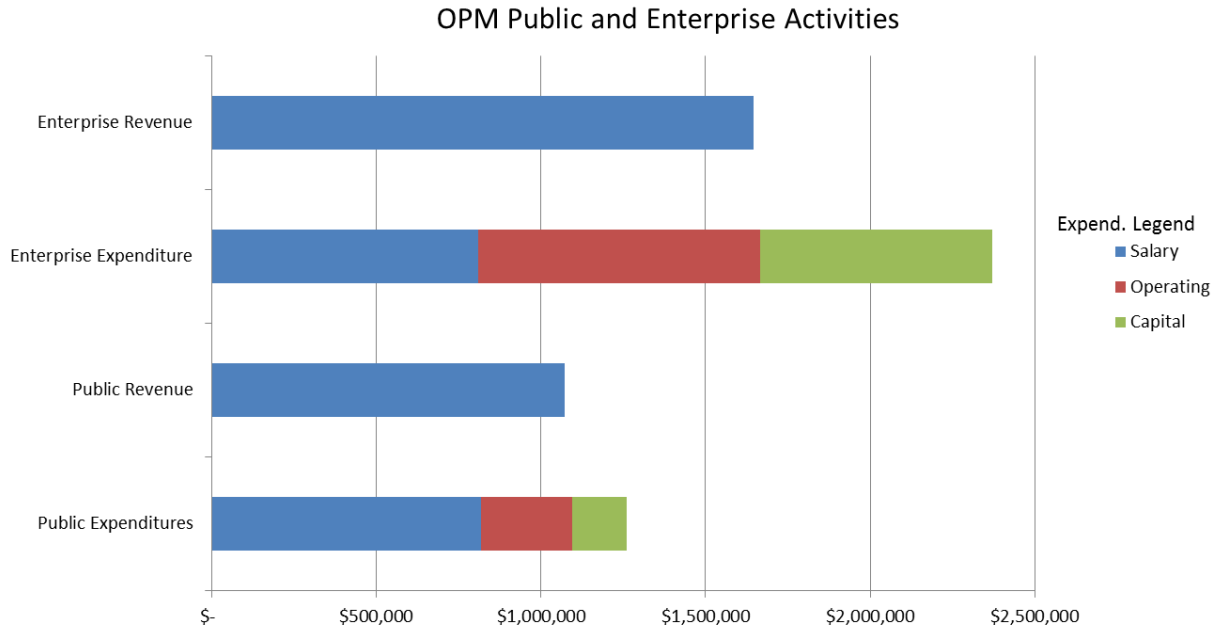
Public and Enterprise (P&E) Expenditures on a District wide basis:

Consolidated P&E Including Capital

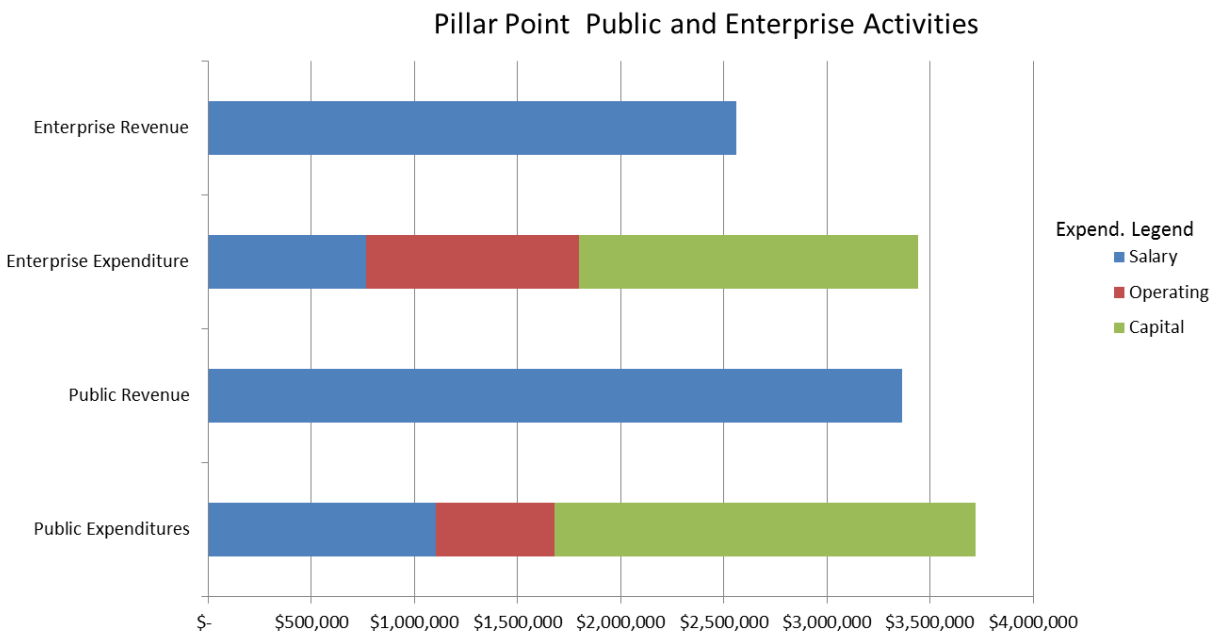


- Property Tax Revenue is apportioned to OPM and PPM to backfill the Public, or non-enterprise activity costs
- Property Tax Revenue is inadequate to cover all Public Functions when Capital Expenditures are included.
- The shortfall is allocated to the two departments (PPH and OPM) which have Capital Expenditures.

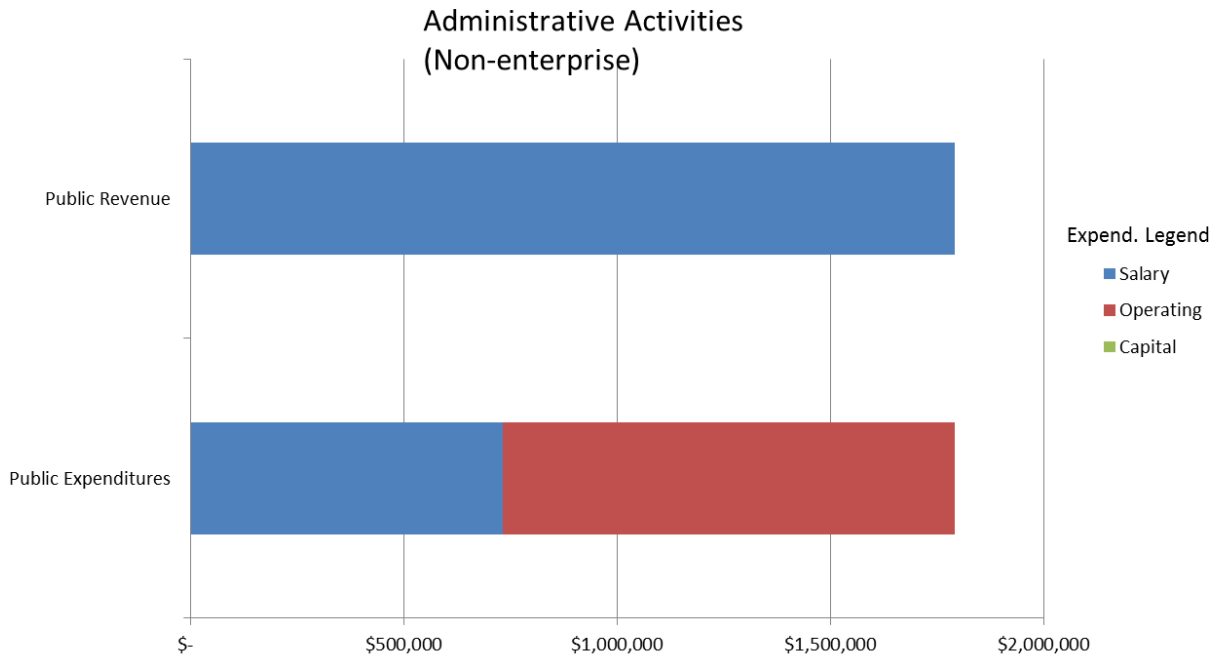
Oyster Point P&E Including Capital



Pillar Point P&E Including Capital



Administration P&E



There are no enterprise revenues or expenses in the Administrative Function. The objective is that Administrative expenses associated with enterprise activities would be supported by enterprise revenues.

Administrative cost of enterprise functions are reallocated to the enterprise functions at Pillar Point Harbor and Oyster Point Marina. The allocation is pro-rated to OPM and PPH based on the relative size of Enterprise operating expenses in each.

Public And Enterprise Functional Detail 2016/17 Fiscal Year

	Total		Oyster Point		Pillar Point		Administration	
	Public	Enterprise	Public	Enterprise	Public	Enterprise	Public	Enterprise
Revenues:								
Enterprise Revenues								
Berth Rental	-	2,840,000	-	1,048,967	-	1,791,033	-	-
Boat Wash	-	10,000	-	3,467	-	6,533	-	-
County Parking Fines	-	-	-	-	-	-	-	-
DBW-Abandoned Vessel Grant; Other Grants	-	93,000	-	56,190	-	36,810	-	-
Dock Boxes	-	-	-	-	-	-	-	-
Event Application	-	12,000	-	947	-	11,052	-	-
Event Permit	-	27,000	-	338	-	26,663	-	-
Expense Reimbursement	-	-	-	-	-	-	-	-
Misc Enterprise Fees (Formerly Hoist Fee)	-	31,000	-	1,844	-	29,156	-	-
Late Fees	-	13,000	-	4,782	-	8,218	-	-
Launching Fees	-	98,000	-	19,017	-	78,983	-	-
Laundry Revenue - Web	-	10,000	-	2,500	-	7,500	-	-
Live Aboard	-	306,000	-	173,114	-	132,885	-	-
Mooring Fees	-	21,200	-	-	-	21,200	-	-
Rents & Concessions	-	743,600	-	335,071	-	408,528	-	-
Enterprise Revenue Subtotal	-	4,204,800	-	1,646,237	-	2,558,563	-	-
Other Operating Revenue								
Interest Income	63,000	-	-	-	-	-	63,000	-
Miscellaneous Revenue	37,000	-	24,830	-	8,547	-	3,623	-
State Mandated Cost	-	-	-	-	-	-	-	-
Tax Revenues	6,127,000	-	1,045,882	-	3,356,001	-	1,725,117	-
Other Operating Revenue Subtotal	6,227,000	-	1,070,712	-	3,364,548	-	1,791,740	-
Total Revenues:	6,227,000	4,204,800	1,070,712	1,646,237	3,364,548	2,558,563	1,791,740	-

Public And Enterprise Functional Detail 2016/17 Fiscal Year

	Total		Oyster Point		Pillar Point		Administration	
	Public	Enterprise	Public	Enterprise	Public	Enterprise	Public	Enterprise
Expenses								
Salaries/Benefits:								
Health Insurance-Medical Cost	457,315	326,776	96,667	95,540	205,220	142,185	155,428	89,051
Life Insurance/ Disability/ EAP	33,348	26,486	8,871	8,768	13,430	9,305	11,047	8,413
Retirement	307,880	255,178	100,551	99,378	121,505	84,184	85,825	71,616
Salaries and Wages	1,719,428	1,333,800	471,349	465,854	723,960	501,590	524,119	366,356
Social Security / Medicare	23,385	18,213	6,130	6,059	9,086	6,295	8,169	5,859
Post Employee Benefit	47,286	110,711	113,336	112,015	(6,334)	(4,388)	(59,716)	3,084
Unemployment Insurance Tax	8,594	7,030	2,619	2,589	3,846	2,664	2,129	1,777
Workers' Compensation Ins.	54,458	43,626	19,214	18,990	31,131	21,569	4,112	3,067
Total (Salaries/Benefits)	2,651,694	2,121,820	818,738	809,194	1,101,843	763,404	731,113	549,223
Operating Expenses								
Advertising & Promotion	11,688	10,212	2,982	2,947	4,122	3,440	4,584	3,825
Auto Mileage	972	828	106	105	750	626	115	96
Bad Debts	-	60,000	-	44,800	-	15,200	-	-
Bank Service Charges	1,498	21,402	-	10,257	-	9,895	1,498	1,250
Claims Settlement	-	-	-	-	-	-	-	-
Collection SVC Expense	-	10,000	-	4,329	-	5,671	-	-
Computer-Software	5,373	4,627	931	920	1,817	1,516	2,625	2,190
Computer - Hardware (below \$10K)	5,373	4,627	931	920	1,817	1,516	2,625	2,190
Contractual Serv- Professional	254,409	226,291	90,969	89,909	46,992	39,212	116,448	97,170
Contractual-Retained Counsel	191,730	191,270	8,326	23,229	14,822	27,368	168,582	140,673
Contractual Services - IT	31,954	27,146	3,129	3,093	6,105	5,095	22,720	18,958
Credit Card Fees	6,931	26,369	6,931	6,850	-	19,519	-	-
Equipment Rent	12,874	11,126	2,493	2,464	5,745	4,794	4,636	3,868
Handling Fees for Citations	-	-	-	-	-	-	-	-
Insurance Premiums	147,532	127,467	28,330	28,000	119,202	99,467	-	-
LAFCO Fees	-	-	-	-	-	-	-	-
Fuel	8,638	7,463	1,659	1,639	6,979	5,824	-	-
Launch Ramp Fish Disposal	-	-	-	-	-	-	-	-
Memberships, Dues & Subscript.	7,796	6,804	1,936	1,914	5,860	4,890	-	-
Miscellaneous Expenses	9,369	8,031	1,383	1,367	7,986	6,664	-	-
Elections	600,000	-	-	-	-	-	600,000	-
Office Furniture & Fixtures	-	-	-	-	-	-	-	-

Public And Enterprise Functional Detail 2016/17 Fiscal Year

	Total		Oyster Point		Pillar Point		Administration	
	Public	Enterprise	Public	Enterprise	Public	Enterprise	Public	Enterprise
Office Rental - Admin	47,916	39,984	-	-	-	-	47,916	39,984
Office Supplies	16,201	14,298	5,064	5,005	11,138	9,294	-	-
Oil Clean-Up Supplies	-	-	-	-	-	-	-	-
Operating Supplies	31,289	27,510	9,104	8,997	22,186	18,513	-	-
Patrol Boat - Fuel	-	-	-	-	-	-	-	-
Permits/License Fees	-	-	-	-	-	-	-	-
Personnel Admin	11,961	10,039	374	370	11,587	9,669	-	-
Postage	-	-	-	-	-	-	-	-
Property Tax Admin. Costs	14,173	11,827	-	-	-	-	14,173	11,827
Removal of Hazardous Materials	-	-	-	-	-	-	-	-
Repairs & Maintenance	142,080	124,920	41,338	40,856	100,742	84,064	-	-
Sewer Fees	25,893	21,607	-	-	25,893	21,607	-	-
Special Events	5,196	4,804	3,048	3,012	2,148	1,792	-	-
Training Prof Development	13,180	11,820	5,345	5,283	2,925	2,441	4,909	4,096
Travel Conf & Mtg	7,087	5,913	-	-	7,087	5,913	-	-
Uniform Related Expenses	8,776	7,724	2,600	2,570	6,176	5,154	-	-
Utilities	277,526	240,474	57,795	57,122	149,933	125,111	69,797	58,242
Vessel Destruction	16,730	76,270	-	62,310	16,730	13,960	-	-
Total Operating (Excluding Wages)	1,914,147	1,340,851	274,776	408,269	578,743	548,214	1,060,627	384,368
Allocation of Enterprise Admin	-	-	-	449,417	-	484,174	-	(933,591)
Operating Net (Deficit)	1,661,159	742,129	(22,801)	(20,643)	1,683,962	762,771	(0)	-
Non-Operating:	-	-	-	-	-	-	-	-
Depreciation Expense	-	-	-	-	-	-	-	-
Interest Expense-Cal Boating	-	-	-	-	-	-	-	-
Principal-Cal Boating	-	-	-	-	-	-	-	-
Total (Non-Operating)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Public And Enterprise Functional Detail 2016/17 Fiscal Year

	Total		Oyster Point		Pillar Point		Administration	
Capital Expenditures:								
Dredging Services (PPH and OPM)	-	265,000	-	65,000	-	200,000	-	-
Oil spill trailers 2 PPH and OPM	-	36,000	-	18,000	-	18,000	-	-
Bait Shop Building	-	60,000	-	60,000	-	-	-	-
Maint. Bldg. settling; develop and implement solution OPM	10,059	9,941	10,059	9,941	-	-	-	-
Paving maintenance and replacement OPM	81,978	81,022	81,978	81,022	-	-	-	-
Replacement Truck OPM	20,117	19,883	20,117	19,883	-	-	-	-
Transformers on Docks 1 - 6 (OPM)	-	250,000	-	250,000	-	-	-	-
Landscaping; tree replacement OPM	15,000	-	15,000	-	-	-	-	-
Paving /storm water at new r/room bldg. OPM	40,000	-	40,000	-	-	-	-	-
Replacement of docks 12, 13, 14 OPM	-	200,000	-	200,000	-	-	-	-
Dock fingers PPH	-	600,000	-	-	-	600,000	-	-
Electrical Underground (replace non-traffic covers and rings) PPH	44,304	30,696	-	-	44,304	30,696	-	-
Fishing Pier Rip Rap PPH	25,000	-	-	-	25,000	-	-	-
Flow Meters (required) on sewer lift stations PPH	29,536	20,464	-	-	29,536	20,464	-	-
Light Pole Retrofits to LED Energy Savings PPH	88,608	61,392	-	-	88,608	61,392	-	-
Patrol Boat Maintenance	206,753	143,247	-	-	206,753	143,247	-	-
Paving maintenance and replacement PPH	200,000	-	-	-	200,000	-	-	-
Pier Deck and Piling Replacement	147,681	102,319	-	-	147,681	102,319	-	-
Replace H Dock then additional commercial docks PPH	-	75,000	-	-	-	75,000	-	-
Replace water (domestic) to floats from pier, including flex lines PPH	-	10,000	-	-	-	10,000	-	-
Replacement truck and cart PPH	23,629	16,371	-	-	23,629	16,371	-	-
Romeo Pier Study/Demolition	625,000	-	-	-	625,000	-	-	-
PPH West Trail Repairs	235,000	-	-	-	235,000	-	-	-
Enlarge sidewalks at commercial area. Overall PPH site plan	-	150,000	-	-	-	150,000	-	-
Harbor Office Remodel (ADA, Services) PPH	29,536	20,464	-	-	29,536	20,464	-	-
Johnson Pier Work Dock area - addtl space (portion of TIGER) PPH	59,072	40,928	-	-	59,072	40,928	-	-
Launch Ramp Restroom (and design/permit) PPH	50,000	-	-	-	50,000	-	-	-
New trench drains at boat ramp area PPH Specs	40,000	-	-	-	40,000	-	-	-
Piling replacement at sales dock PPH	11,814	8,186	-	-	11,814	8,186	-	-
Storm drain box replacements PPH	35,443	24,557	-	-	35,443	24,557	-	-
Utility upgrades (water, electricity); pier PPH	88,608	61,392	-	-	88,608	61,392	-	-
Fish Buyer Roof	-	27,000	-	-	-	27,000	-	-
Fishing Pier Repair Project	100,000	-	-	-	100,000	-	-	-
Launch Ramp Maintenance	-	10,000	-	-	-	10,000	-	-
Mooring Replacements	-	25,000	-	-	-	25,000	-	-
Total (Capital Expenditures)	\$ 2,207,139	\$ 2,348,861	\$ 167,154	\$ 703,846	\$ 2,039,985	\$ 1,645,015	\$ -	\$ -
Total All Expenses:	\$ 6,772,980	\$ 5,811,532	\$ 1,260,667	\$ 2,370,726	\$ 3,720,572	\$ 3,440,806	\$ 1,791,740	\$ -
Increase (Reduction) to Reserves	\$ (545,980)	\$ (1,606,732)	\$ (189,955)	\$ (724,489)	\$ (356,024)	\$ (882,243)	\$ (0)	\$ -



2016 – 2017

Final Budget

CAPITAL EXPENDITURES

CAPITAL EXPENDITURES

Consolidated Annual Comparison

	FY 1415 Actuals	FY 1516 Amended Budget	FY 1617 Preliminary Budget	FY 1617 Recommended Final
Prior Period Exp Acct	-	6,085	-	-
Computer-Hardware	5,124	6,750	-	-
Dredging Services (PPH and OPM)	-	70,000	230,000	265,000
Paystations	2,524	22,150	-	-
Oil spill trailers 2 PPH and OPM	-	-	36,000	36,000
Bait Shop Building	-	-	60,000	60,000
Maint. Bldg. settling; develop and implement solution OPM	-	-	20,000	20,000
Paving maintenance and replacement OPM	-	-	100,000	163,000
Replacement Truck OPM	-	-	40,000	40,000
Transformers on Docks 1 - 6 (OPM)	-	-	250,000	250,000
Landscaping; tree replacement OPM	-	5,000	10,000	15,000
Paving /storm water at new r/room bldg. OPM	-	-	40,000	40,000
Replacement of docks 12, 13, 14 OPM	-	125,000	75,000	200,000
Dock Repair West End OPM	27,410	-	-	-
OPM Asphalt Slurry Seal/Gravel	-	-	-	-
OPM Dock 12	-	50,000	-	-
Tidal Design - Flood Control	-	25,000	-	-
Trash Compactor	-	40,000	-	-
Dock fingers PPH	-	-	600,000	600,000
Electrical Underground (replace non-traffic covers and rings) PPH	-	-	75,000	75,000
Fishing Pier Rip Rap PPH	-	-	25,000	25,000
Flow Meters (required) on sewer lift stations PPH	-	-	50,000	50,000
Light Pole Retrofits to LED Energy Savings PPH	-	-	150,000	150,000
Patrol Boat Maintenance	-	120,000	350,000	350,000
Paving maintenance and replacement PPH	-	-	200,000	200,000
Pier Deck and Piling Replacement	-	-	250,000	250,000
Replace H Dock then additional commercial docks PPH	-	-	75,000	75,000
Replace water (domestic) to floats from pier, including flex lines PPH	-	-	10,000	10,000
Replacement truck and cart PPH	-	-	40,000	40,000
Romeo Pier Study/Renovation	-	50,000	600,000	625,000
PPH West Trail Repairs	40	100,000	150,000	235,000

**San Mateo County Harbor District
Consolidated Budget
Fiscal Year 2016/17 Recommended Final Budget
Consolidated Detail Annual Comparison**

	FY 1415 Actuals	FY 1516 Amended Budget	FY 1617 Preliminary Budget	FY 1617 Recommended Final
Enlarge sidewalks at commercial area. Overall PPH site plan	-	-	150,000	150,000
Harbor Office Remodel (ADA, Services) PPH	-	50,000.00	50,000	50,000
Johnson Pier Work Dock area - addtl space (portion of TIGER) PPH	-	-	100,000	100,000
Launch Ramp Restroom (and design/permit) PPH	-	35,000	50,000	50,000
New trench drains at boat ramp area PPH Specs	-	-	40,000	40,000
Piling replacement at sales dock PPH	-	-	20,000	20,000
Storm drain box replacements PPH	-	-	60,000	60,000
Utility upgrades (water, electricity); pier PPH	-	-	150,000	150,000
Feasibility Study Expand PPH 71 Berths	152,663	-	-	-
Fish Buyer Roof	-	-	-	27,000
Fishing Pier Repair Project	28,946	100,000	100,000	100,000
HoistReplacement	-	-	-	-
Launch Ramp Maintenance	-	10,000	10,000	10,000
Mooring Replacements	16,495	25,000	25,000	25,000
PPH Lessee Sidewalk	-	35,000	-	-
Sewer Repairs	193	-	-	-
Total (Capital Expenditures)	\$ 233,395	\$ 874,985	\$ 4,191,000	\$ 4,556,000



**FINAL OPERATING AND CAPITAL BUDGET
2016/17 FISCAL YEAR**

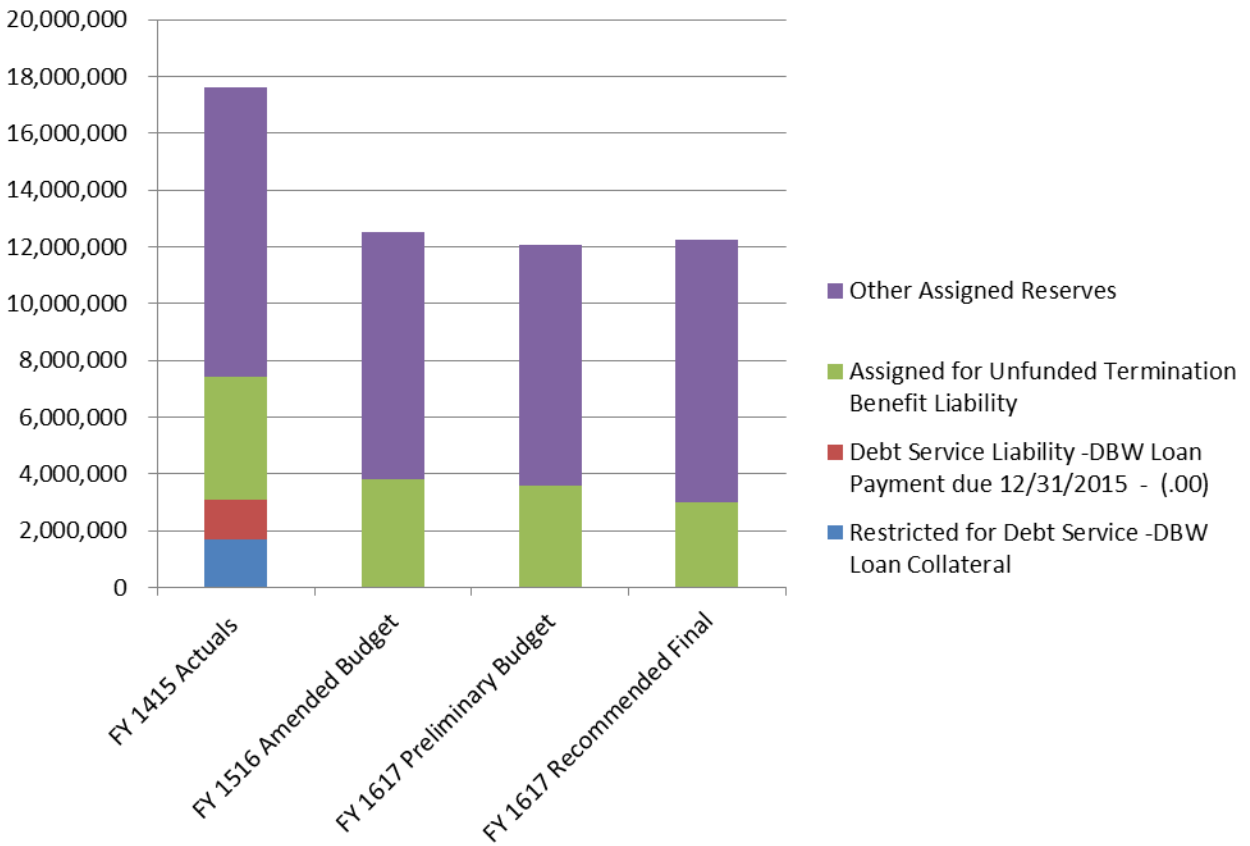
RESERVES

Changes in district reserves, since FY 2014/15 actuals.

San Mateo County Harbor District
Consolidated Budget
Fiscal Year 2016/17 Recommended Final Budget
Consolidated Detail Annual Comparison

	FY 1415 Actuals	FY 1516 Amended Budget	FY 1617 Preliminary Budget	FY 1617 Recommended Final
Increase (Reduction) to Reserves	\$ 1,030,641	\$ (5,085,135)	\$ (2,074,315)	\$ (2,152,711)
Revision to Fund Balance (14/15 Audited)	\$ 1,204,194			\$ -
Reserves				
Restricted for Debt Service -DBW Loan Collateral	1,701,349	0	0	-
Debt Service Liability -DBW Loan Payment due 12/31/2015	1,393,094	0	0	-
Committed for Emergency Reserve	1,619,464	1,619,464	0	-
Committed Reserve for District Office	1,526,218	1,526,217	1,526,217	1,526,217
Committed Capital Asset Replacement Reserve	586,500	586,500	0	-
Assigned for Encumbrances	431,217	500,000	0	-
Assigned for Payable Liability	251,873	300,000	458,134	472,506
Assigned for Customer Deposits and Pre-Payments	547,940	500,000	533,657	291,647
Assigned for Funded Termination Benefit Liability	4,315,710	3,795,197	3,594,992	3,016,578
Unassigned	5,227,632	3,710,282	5,935,514	6,940,341
Total All Reserves:	\$ 17,600,996	\$ 12,537,660	\$ 12,048,514	\$ 12,247,289

The Chart below displays staff recommendations for designated reserves, as above.





**FINAL OPERATING AND CAPITAL BUDGET
2016/17 FISCAL YEAR**

**APPENDIX 1:
POSITION CONTROL**

Position Control

Classification/Position	# of Position	Status
GENERAL MANAGER	1	Active
DIRECTOR OF OPERATIONS	1	Vacant
DIRECTOR OF ADMIN. SERVICES	1	Vacant
ASST. HARBOR MASTER	2	Active
FINANCE DIRECTOR	0	Inactive
TBD SR Finance Position	1	TBD
HUMAN RESOURCE MANAGER	0	Inactive
PLANNER ANALYST	1	Vacant
ADMINISTRATIVE ANALYST	1	Vacant
ACCOUNTANT	1	Active
ACCOUNTING SPECIALIST	0	Inactive
DEPUTY SECRETARY	1	Vacant
ACCOUNTING TECH	3	Active
ADMINISTRATIVE ASSISTANT 2	1	Active
ADMINISTRATIVE ASSISTANT 1	0.75	Vacant
OFFICE ASSISTANT	0	Inactive
PROJECT COORDINATOR	0	Inactive
DEPUTY HARBORMASTER A&B	15	2 Vacant
HARBOR WORKER C (Lead Maint.)	2	Active
HARBOR WORKER B	4	4 Vacant
HARBOR WORKER A-Lifeguard	0	Inactive
Total	35.75	
Admin	8.75	
Core	27	

- # of positions: number of positions funded in the final budget
- Active position: funded and currently filled by a regular position
- Vacant: funded but not currently filled
- Inactive: not funded, not filled
- TBD: Funded, but further Commission Approval required



**FINAL OPERATING AND CAPITAL BUDGET
2016/17 FISCAL YEAR**

APPENDIX 2:

**CAPITAL IMPROVEMENTS PLAN,
2016/17 – 2020/21**

Pillar Point Harbor	2016-17	2017-18	2018-2019	2019-2020	2020-2021	
ADA survey and plan <i>Prof. Services</i>	\$ 75,000					
Replace H Dock then additional commercial docks <i>Design, engineering in '16/'17</i>	\$ 75,000	\$ 2,500,000			\$ 2,500,000	Wider boats need wider slips; 65 o/s, 50 i/s
Dock fingers <i>Permits recd; ready to bid</i>	\$ 600,000	\$ 500,000			\$ 600,000	12 fingers permitted already some will be unnecessary if H dock replaced (G Dock?)
Pier deck and piling replacement <i>Will do pile survey now; may be too conservative</i>	\$ 250,000	\$ 250,000				Refr area, fender piles, work dock
Replace water (domestic) to floats from pier, including flex lines <i>Plumbing repairs</i>	\$ 10,000		\$ 10,000			
Electrical Underground (replace non-traffic covers and rings) <i>Electrical repairs</i>	\$ 75,000					
Paving maintenance and replacement <i>Pavement engineer to plan; phased impl.</i>	\$ 200,000	\$ 100,000	\$ 100,000	\$ 100,000		From boat ramp, all parking lots; some slurry seal, some R&R
Light Pole Retrofits to LED Energy Savings <i>Multiple lights out; safety - spec and bid</i>	\$ 150,000					25 of 72 heads retrofitted already; 13 non-op (safety); energy saving
Replacement truck and cart <i>Purchase truck; spec and get quotes</i>	\$ 40,000		\$ 15,000			
Flow Meters (required) on sewer lift stations <i>Plumbing 'repair'</i>	\$ 50,000					
Romeo Pier Demolition <i>Applied for permits; bid demo</i>	\$ 600,000					
Dredging <i>Plan for maintenance permit, all areas</i>	\$ 200,000	\$ 400,000	\$ 850,000	\$ 500,000		Maintenance permit, ; boat ramp; inner harbor, inner breakwater etc
Fishing Pier Rip Rap (dollars included in "Public Access" totals)	\$ 25,000	\$ 250,000		\$ 350,000		1) stabilize rip rap; 2) widen path (cantilver deck?)
Radon re-build <i>By Radon Boatworks</i>	\$ 350,000	(Carry over of 2015/16 funds included)				Rebuilt hull; new motors, electronics; possible DBW grant funding
Trail to Mavericks: <i>other agencies (USAF, SM Co. Parks)?</i>	\$ 150,000	\$ 300,000				
Harbor Office Remodel (ADA, Services)	\$ 50,000	\$ 200,000				Investigate alternatives; subject to Vision/Strategic Plan
Utility upgrades (water, electricity); pier	\$ 150,000	\$ 300,000	\$ 150,000			Elec to fish buyers, transformers A,B,C docks plus other
Piling replacement at sales dock PPH	\$ 20,000					
Johnson Pier Work Dock area - addtl space (portion of TIGER)	\$ 100,000	\$ 1,000,000	\$ 1,000,000			
Storm drain box replacements	\$ 60,000	\$ 60,000				Old boxes; filtration system ready to go; new filtration systems incl.
Remodel of Launch Ramp Restrooms (and design/permit)	\$ 50,000	\$ 250,000				Possibly a Grant candidate
New trench drains at boat ramp area PPH Specs	\$ 40,000					
Oil spill trailer	\$ 18,000					Grant funding
Enlarge sidewalks at commercial area. Overall PPH site plan (Portion in 15/16 budget)	\$ 150,000					Investigate alternatives; subject to Vision/Strategic Plan
Fire Line Feeder (flex lines) replace		\$ 10,000	\$ 20,000			
Exterior Building Painting		\$ 150,000				
4 cargo containers to replace trailer for storage at maintenance yard area PPH		\$ 20,000				
Sidewalk Improvements on promenade		\$ 150,000				Investigate alternatives; subject to Vision/Strategic Plan
Conversion of Construction Doc's and Blueprints to Electronic		\$ 50,000				
Fire Lines access and replace as necessary (valves etc)			\$ 75,000			
Entry Signage Hwy 1 and Capistrano, permitting and design; construction			\$ 30,000	\$ 60,000		
Facility Condition Survey-5 year forecast			\$ 35,000			
Laundry (design, permit, construction)				\$ 75,000	\$ 500,000	Revenue Generator
Pillar Point Harbor Totals	\$3,488,000	\$ 6,490,000	\$ 2,285,000	\$ 1,085,000	\$ 3,600,000	

<i>Oyster Point Marina / Park</i>	2016-17	2017-18	2018-2019	2019-2020	2020-2021	
Transformers on Docks 1 - 6 <i>Spec. bid. build</i>	\$ 250,000					
Replacement Truck <i>Get quote with PPH truck</i>	\$ 40,000					
Bait shop <i>depends on result of RFP</i>	\$ 60,000					
Harbor Dredging <i>Plan and permit for '17/'18 dredge</i>	\$ 30,000	\$ 200,000	\$ 200,000	\$ 200,000		Alcatraz Dump Site Closing
Maint. Bldg. settling; develop and implement solution <i>Survey and eng</i>	\$ 20,000	\$ 75,000				
Paving maintenance and replacement <i>Cooperate w SSF re locations, drainage etc</i>	\$ 100,000	\$ 100,000	\$ 100,000	\$ 10,000	\$ 10,000	
Paving /storm water at new r/room bldg	\$ 40,000					Possible combine with above; could combine w ex. project
Asphalt Marina Gravel Parking lot with asphalt		\$ 100,000				Possible combine with below; could combine w ex. project
Oil spill trailer	\$ 18,000					Grant funding
Replacement of docks 12, 13, 14	\$ 75,000	\$ 1,280,000	\$ 1,560,000	\$ 750,000		Design, implement docks 12, 13, then 14 for side ties only
Landscaping; tree replacement	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	
Culvert catch basin filtration/separators		\$ 20,000				
West Restrooms Remodels		\$ 300,000				
3 Electric Dump Cart/Golf Cart type vehicles		\$ 15,000	\$ 15,000	\$ 15,000		
Facility Condition Survey-5 year forecast			\$ 20,000			
Landscaping tractor					\$ 35,000	
Oyster Point Marina / Park Totals	\$ 643,000	\$ 2,100,000	\$ 1,905,000	\$ 985,000	\$ 55,000	
Administration						
Replacement System for The Marina Program (Financial System)		\$ 60,000				
Phone system		\$ 75,000				
Administration Totals	\$ -	\$ 135,000	\$ -	\$ -	\$ -	
Combined Totals	4,131,000	8,725,000	4,190,000	2,070,000	3,655,000	