
Resolution 08-10
of the
San Mateo County Harbor District
to
Adopt the Preliminary Fiscal Year 2010-11
Operating and Capital Budget

Whereas, §6093, §6093.1, §6093.2, and §6093.3 of the California Harbors and Navigation Code provides procedures for adoption of the preliminary and final annual operating and capital budget by the San Mateo County Harbor District, and;

Whereas, the Board of Harbor Commissioners desires to adopt the Preliminary FY 2010-11 Integrated Operating and Capital Budget in accordance with the Harbors and Navigation Code, and;

Whereas, the Board of Harbor Commissioners of the San Mateo County Harbor District must set a time and place for the public hearing on the adoption and fixing of a Final Integrated FY2010-11 Operating and Capital Budget.

Therefore, be it resolved, that the Board of Harbor Commissioners of the San Mateo County Harbor District does hereby adopt the Preliminary Integrated Operating and Capital Budget FY 2010-11 as contained in the budget document attached hereto and incorporated by reference as part of this Resolution.

Therefore, be it further resolved, that after publication of notice, the Board of Harbor Commissioners will meet at 7:00 p.m., June 16, 2010, at the Municipal Services Building, 33 Arroyo Drive, South San Francisco, California, for the purpose of fixing the final budget, and hear from any taxpayer wishing to appear and be heard regarding budget items.

Approved this 5th day of May 2010 at a regular meeting of the Board of Harbor Commissioners by a recorded vote as follows:

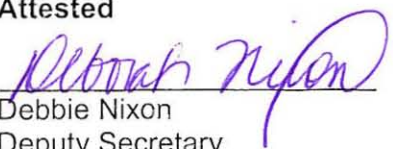
For: Padreddi, Parravano, Tucker

Against: None

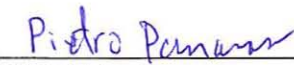
Absent: Campbell, Lundie

Abstaining: None

Attested


Debbie Nixon
Deputy Secretary

BOARD OF HARBOR COMMISSIONERS


Pietro Parravano
Acting President

SAN MATEO COUNTY HARBOR DISTRICT

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



PRELIMINARY OPERATING AND CAPITAL BUDGET FY 2010-2011

April 7, 2010

Board of Harbor Commissioners

Peter Grenell, General Manager

Robert Johnson, Harbor Master

Marietta Harris, Human Resources Manager

San Mateo County Harbor District
Draft Preliminary Integrated Operating and Capital Budget for
Fiscal Year 2010-11

Table of Contents

Table of Contents	2
Board of Harbor Commissioners	3
DRAFT PRELIMINARY BUDGET	
Preliminary Budget Highlights	
Income Statement	5-6
Sources and Uses of Funds	7
Cash Flow Statement	8
Restricted Reserve Accounts	9
Capital Projects, Outlays and Carryovers	10
Combined Revenue and Expense	
Combined Preliminary Revenue	12-14
Combined Preliminary Expense	15-20
Revenues	
Pillar Point	22-25
Oyster Point	26-28
Administrative	29-31
Expenses	
Pillar Point	33-38
Oyster Point	39-44
Administrative	45-49
Harbor Commission	50-52
Capital Improvement Projects	53-54

San Mateo County Harbor District
Board of Harbor Commissioners

<u>TITLE</u>	<u>NAME</u>	<u>TERM EXPIRES</u>
PRESIDENT	Sally Campbell	December 31, 2012
VICE PRESIDENT	Pietro Parravano	December 31, 2012
TREASURER	Jim Tucker	December 31, 2010
SECRETARY	Ken Lundie	December 31, 2010
COMMISSIONER	Leo Padreddii	December 31, 2012

SAN MATEO COUNTY HARBOR DISTRICT

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



BUDGET HIGHLIGHTS

DRAFT PRELIMINARY BUDGET FY 2010-2011

BUDGET HIGHLIGHTS
INCOME STATEMENTRevenue from Harbor Operations

Operating Revenues

Non-Operating Revenues

Tax Revenues

Less: ERAF State Deductions

Plus: ERAF Rebate to District

Interest Income

Other

Total RevenueExpenses

Personnel and Related Costs

Non-Pension Post Employment Benefits (Retiree Health/Life, OPEB Accrual)

Credit for Payment of Post-Employment Health/Life Premiums

Maintenance and Operations w/o depreciation

Election Expense (= 1/2 of Estimate of Nov 2010 Election Costs)

Carryovers

Total Expenses before Interest, Depreciation and Cap Exp**Projected Income(Loss) Before Deprec, Int Exp and Cap Exp**Other Income/Expense

Interest Expense - DBW

Depreciation

Other Income(Expense)**Projected Net Surplus(Deficit) after Depreciation**

	Pillar Point Harbor	Oyster Point Marina/Park	Administration	Harbor Commission	2010-2011 DRAFT PRELIM BUDGET
	1,792,500	1,487,250			3,279,750
			4,750,000		4,750,000
			(1,000,000)		(1,000,000)
			500,000		500,000
			80,000		80,000
					-
	1,792,500	1,487,250	4,330,000		7,609,750
	(1,336,568)	(1,203,583)	(846,599)	(118,000)	(3,504,750)
	(75,000)	(65,000)	(50,000)	(7,065)	(197,065)
	51,000	52,000	-	10,000	113,000
	(809,700)	(700,500)	(334,700)	(24,550)	(1,869,450)
	-	-	-	-	-
	-	-	-	-	-
	(2,170,268)	(1,917,083)	(1,231,299)	(139,615)	(5,458,265)
	(377,768)	(429,833)	3,098,701	(139,615)	2,151,485
	(276,000)	(230,000)	-	-	(506,000)
	(975,000)	(1,050,000)	(2,500)	-	(2,027,500)
	(1,251,000)	(1,280,000)	(2,500)	-	(2,533,500)
	(1,628,768)	(1,709,833)	3,096,201	(139,615)	(382,015)

DRAFT PRELIMINARY BUDGET FY 2010-2011
BUDGET HIGHLIGHTS
INCOME STATEMENT

	Pillar Point Harbor	Oyster Point Marina/Park	Administration	Harbor Commission	2010-2011 DRAFT PRELIM BUDGET
Projected Net Surplus(Deficit) after Depreciation - from previous page	(1,628,768)	(1,709,833)	3,096,201	(139,615)	(382,015)
Capital Expenditures					
Capital Outlay - Current Year	(100,000)	(45,000)	(21,500)		(166,500)
Capital Projects - Current Year	(175,000)	(360,000)			(535,000)
Capital Outlay - Prior Year Carry-over	(99,000)	-	-		(99,000)
Capital Projects - Prior Year Carry-over	(577,617)	(630,000)			(1,207,617)
Total Capital Projects	(951,617)	(1,035,000)	(21,500)	-	(2,008,117)
Other Financing Sources					
Projected Grant Revenue for Capital Projects	-				-
Projected Cost Reimbursement for Capital Projects and Asset Sales	-	-			-
OPEB (Post Employment Health Care) Reserve	-	-	-	-	-
Projected DBW Debt Incurred (Paid Off)	-	(890,000)			(890,000)
Projected Net Capital Project and Debt Principal Paydown Outlay	(951,617)	(1,925,000)	(21,500)	-	(2,898,117)
Add Back: Depreciation	975,000	1,050,000	2,500	-	2,027,500
Projected Net Cash Flow Increase (Decrease)	(1,605,385)	(2,584,833)	3,077,201	(139,615)	(1,252,632)
Beginning Cash Position					11,285,000
Projected Ending Cash Position					10,032,368
Restricted Reserves					(8,946,143)
Net Unrestricted Reserves					1,086,225

DRAFT PRELIMINARY BUDGET FY 2010-2011**Sources and Uses of Funds****SOURCES OF FUNDS**

Operating Revenue	\$ 3,279,750
Tax Revenues	4,750,000
Less: ERAF State Deduction	(1,000,000)
Excess ERAF Refunds	500,000
Interest Income	80,000
Other	-
Grant Revenues - by type	
Operating	-
Projected Grant Revenue for Capital Projects	-
Projected Cost Reimbursement for Capital Projects and Asset Sales	-
New Debt	
	<hr/>
Total Sources of Funds	\$ 7,609,750

USES OF FUNDS**FY2010-11 Budgeted Expenditures**

District Operating Expense - net of Election Expense and OPEB Expense	\$ (5,374,200)
Election Expense	-
Interest Expense	(506,000)
OPEB Expense	(197,065)
Credit for OPEB Out-Of-Pocket District Payment for existing Post-Employees	113,000
OPEB Reserve	-
Projected DBW Debt Incurred (Paid Off)	(890,000)
Current Year Capital Outlay/Projects	(701,500)
	<hr/>
Total FY2010-11 Budgeted Expenditures	\$ (7,555,765)

2009-10 Prior Year Carryover	<hr/> (1,306,617)
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Total Uses of Funds	\$ (8,862,382)
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Projected Beginning Cash Balance - July 1, 2010	\$ 11,285,000
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Net Change in Cash Balance	<hr/> (1,252,632)
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ESTIMATED ENDING CASH BALANCE AS OF JUNE 30, 2011	\$ 10,032,368
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Less: Restricted Balance	<hr/> (8,946,143)
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NET UNRESTRICTED CASH BALANCE AS OF JUNE 30, 2011	\$ 1,086,225
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DRAFT PRELIMINARY BUDGET FY 2010-2011**Cash Flow Statement Projection**

Projected Beginning Balance - 7/01/10	\$ 11,285,000
Net Income	(382,015)
Adjust for Non-Cash Items	
Depreciation	2,027,500
Adjust for Principal Debt Service, Grants and Capital Projects	
Capital Projects	(2,008,117)
Projected Grant Revenue for Capital Projects	-
Projected Cost Reimbursement for Capital Projects and Asset Sales	-
OPEB Reserve from FY0910	-
Projected DBW Debt Incurred (Paid Off)	<u>(890,000)</u>
Net Change to Cash through Balance Sheet	<u>\$ (1,252,632)</u>
Projected Ending Balance - 6/30/11	\$ 10,032,368
Less: Restricted Cash Balance Reserves (see below)	<u>(8,946,143)</u>
Projected Unrestricted Cash Balance - 6/30/11	<u>\$ 1,086,225</u>

DRAFT PRELIMINARY BUDGET FY 2010-2011**Restricted Cash Balance Reserves**

DBAW Loan Collateral Reserve	\$ 1,800,000
Capital Project Reserve	1,400,000
Emergency Contingency Reserve	500,000
Office Building Reserve	1,109,855
Customer Deposits	211,288
Payables Reserve	225,000
Election Expense Liability Reserve	550,000
OPEB (Post Employment Benefits) Trust Fund Reserve from FY0910	2,875,000
Payroll Reserve (2 weeks)	75,000
EE PTO Benefits Reserve	<u>200,000</u>
Total Restricted Reserves	\$ 8,946,143

SAN MATEO COUNTY HARBOR DISTRICT

DRAFT PRELIMINARY BUDGET FY 2010-2011

FACILITY	Budgeted Projects	Estimated Carryover	Combined Capital Projects
PILLAR POINT HARBOR			
Capital Outlay - PPH			
Computer Hardware/Software	30,000	-	30,000
Facility Fixtures/Landscaping	50,000	75,000	125,000
Patrol Boat	-	-	-
Interpretive Signs	20,000	-	20,000
New Transformer Boxes	-	24,000	24,000
Total Capital Outlay - PPH	100,000	99,000	199,000
Capital Projects - PPH			
Fish Buyers Bldg Repairs	75,000	-	75,000
71 Addl Berths	-	462,617	-
PPH Warehouse Repairs	40,000	-	40,000
PPH Harbormaster's Office Repairs	40,000	-	40,000
PPH - Lessee Sidewalk Expansion	-	115,000	115,000
Dredge Launch Ramp	20,000	-	20,000
Median Strip	-	-	-
Total Capital Projects - PPH	175,000	577,617	752,617
TOTAL - PILLAR POINT HARBOR	275,000	676,617	951,617
OYSTER POINT MARINA/PARK			
Capital Outlay - OPM			
Computer Hardware and Software	25,000	-	25,000
Harbor/Marina Equipment	5,000	-	5,000
Facilities, Fixtures, Landscaping	5,000	-	5,000
Dock Repairs/Equipment	10,000	-	10,000
Total Capital Outlay - OPM	45,000	-	45,000
Capital Projects - OPM			
Dredging - OPM: East Basin Maintenance	-	630,000	630,000
Dock Reconstruction-Wave Attenuators (District Share)	160,000	-	160,000
West Basin Power Centers	180,000	-	180,000
OPM Parcel Development - Office/Retail	20,000	-	20,000
Total Capital Projects - OPM	360,000	630,000	990,000
TOTAL - OYSTER POINT MARINA/PARK	405,000	630,000	1,035,000
ADMINISTRATION			
Capital Outlay - Admin			
Computer - Hardware	10,000	-	10,000
Computer - Software	10,000	-	10,000
Office Equipment	-	-	-
Office Furniture and Fixtures	1,500	-	1,500
Total Capital Outlay - Admin	21,500	-	21,500
TOTAL - DISTRICT	701,500	1,306,617	2,008,117

SAN MATEO COUNTY HARBOR DISTRICT

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COMBINED REVENUES AND EXPENSES

SAN MATEO COUNTY HARBOR DISTRICT

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



COMBINED REVENUE BUDGET

DRAFT PRELIMINARY BUDGET FY 2010-2011

DESCRIPTION	Pillar Point Harbor	Oyster Point Marina/Park	Administration	TOTAL
Operating Revenue				
Berth Discounts for Pre-Payments and Promotion	(10,000)	(2,000)		(12,000)
Berth Rental	1,175,000	900,000		2,075,000
Boat Wash Fees	3,000	2,000		5,000
County Parking Fines	3,000	750		3,750
Dock Boxes		6,500		6,500
Dry Storage	2,000			2,000
Expense Reimbursement	-	-		-
Hoist Fees	1,000			1,000
Impound Fees	1,000	7,500		8,500
Key Fee		1,500		1,500
Late Fees	3,000	4,000		7,000
Launching Fees	60,000	20,000		80,000
Laundry Revenue	4,000			4,000
Live Aboard	75,000	200,000		275,000
Miscellaneous Income	2,000	500		2,500
Mooring Fees	40,000			40,000
Other Sales	2,000	500		2,500
Parking - Day Use	10,000			10,000
Patrol Boat Service	500			500
Commercial Activity Permits	15,000	500		15,500
Project Bid Fees	-	-		-
Rents & Concessions	300,000	225,000		525,000
RV C Lot	25,000			25,000
Service Fee for Emergencies (pumpout)	-	-		-
Special Events	500			500
Transient Dockage/Berth Rentals	80,000	100,000		180,000
Waiting List Fees	500	500		1,000
OBW Abandoned Vessels Grant	-	20,000		20,000
Total Operating Revenue	1,792,500	1,487,250	-	3,279,250

SAN MATEO COUNTY HARBOR DISTRICT

DRAFT PRELIMINARY BUDGET FY 2010-2011

DESCRIPTION	Pillar Point Harbor	Oyster Point Marina/Park	Administration	TOTAL
<u>Non-Operating Revenue</u>				
Interest Income			80,000	80,000
ERAF State Deduction			(1,000,000)	(1,000,000)
ERAF Rebate Back to District			500,000	500,000
Tax Revenues			4,750,000	4,750,000
Other			-	-
Total Non-Operating Revenue	-	-	4,330,000	4,330,000
TOTAL REVENUE	1,792,500	1,487,250	4,330,000	7,609,250
<u>Other Financing Sources - Grants and Loans</u>				
PPH Asset Sales - Net Proceeds	-			-
WETA Ferry Terminal - Cost Share Proceeds		-		-
Total Other Financing Sources - Projects	-	-	-	-
Total In-Flows	1,792,500	1,487,250	4,330,000	7,609,250

SAN MATEO COUNTY HARBOR DISTRICT

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COMBINED EXPENSE BUDGET

DRAFT PRELIMINARY BUDGET FY 2010-2011

DESCRIPTION	Pillar Point Harbor	Oyster Point Marina/Park	Administration	Harbor Commission	Total
PERSONNEL AND RELATED COSTS					
Salaries and Wages	606,500	553,000	455,500	36,000	1,651,000
Overtime	15,500	3,000	3,000		21,500
Extended Illness Bank	12,000	10,000	5,000		27,000
Paid time Off Expense (PTO)	125,000	105,000	75,000		305,000
Overtime Paid Time Off Expense (PTO-OT)	25,000	15,000	5,000		45,000
Bereavement	1,000	1,000	1,000		3,000
Management Hours	1,750	1,750	12,000		15,500
Holiday Pay	35,000	24,000	30,000		89,000
Salaries and Wage Summary	821,750	712,750	586,500	36,000	2,157,000
Retirement-Employee	65,740	57,020	46,920	1,600	171,280
Retirement-Employer	123,263	106,913	87,975		318,150
Social Security	-	-		1,800	1,800
Medicare Tax	11,915	10,500	8,504	600	31,520
Unemployment Insurance Tax	2,500	-	-		2,500
Health Insurance	150,000	150,000	80,000	45,000	425,000
Health Insurance-Employee Reimbursement	25,000	35,000	12,000	20,000	92,000
Health Insurance-Retirees	50,000	50,000	-	10,000	110,000
Health Insurance-OPEB Accrual	75,000	65,000	50,000	7,065	197,065
Health/Life Insurance Retiree OPEB Payment Credit	(51,000)	(52,000)	-	(10,000)	(113,000)
Life Insurance	10,000	10,000	6,500	500	27,000
Life Insurance-Retirees	1,000	2,000			3,000
Long-Term Disability Insurance	6,500	5,000	5,000	1,000	17,500
Workers Compensation Ins.	65,000	60,000	5,000		130,000
Wellness Program	-	-	-	1,000	1,000
Auto Allowance	2,400	2,400	7,200		12,000
Employee Assistance Program	1,500	1,500	500	500	1,000
Personnel Administration-exams	-	500	500	-	1,000
Internal Labor on Projects	-	-	-	-	-
Benefits Summary	538,818	503,833	310,099	79,065	1,428,815
PERSONNEL AND RELATED COSTS	1,360,568	1,216,583	896,599	115,065	3,588,815

DRAFT PRELIMINARY BUDGET FY 2010-2011

DESCRIPTION	Pillar Point Harbor	Oyster Point Marina/Park	Administration	Harbor Commission	Total
MAINTENANCE AND OPERATIONS					
Advertising & Promotion	5,000	20,000	5,500	2,000	32,500
Advertising-Jobs	-				-
Advertising-Capital Projects	-				-
Special Events - Expenses	500				500
Auto Mileage-Not allocated	2,500	500	1,700	750	5,450
Bad Debts	20,000	20,000			40,000
Telephone/Communications	15,000	7,500	15,000		37,500
Postage	3,000	4,500	3,500		11,000
Travel, Conf. & Meeting-Not Allocated	2,500	2,000	5,000	1,000	10,500
Seminars/Professional Training	1,000	500	12,000	500	14,000
Employee Appreciation Dinner	-	-	-	3,800	3,800
Employee Recognition	-	-	-	500	500
Elections				-	-
HO Training	1,500	2,500			4,000
Memberships, Dues & Subscriptions	500	1,000	18,000	500	20,000
Personnel Administration	-	500	500		1,000
Personnel Administration-exams	150	500	1,500		2,150
Recruiting Expense			1,500		1,500
Recruiting Expense - Supplies			500		500
Insurance Premiums	150,000	150,000	6,000	12,000	318,000
Insurance Premium - boatyard					-
Insurance Investigation	-	-			-
Land Vehicles - Fuel	7,500	5,000			12,500
Patrol Boat - Fuel	7,500	3,000			10,500
Patrol Boat - Safety Equipment	-				-
Pump Out Vessel - Fuel	-				-
Office Supplies	7,000	5,000	8,000	500	20,500
Operating Supplies	40,000	15,000			55,000
Oil Clean Up Supplies	5,000				5,000
Uniform Related Expenses	15,000	10,000			25,000
Safety/Medical Equipment	10,000	5,000			15,000
Contractual Services - Outside Services	35,000	110,000	25,000		170,000
Contractual Services -Temp Services	5,000	5,000	15,000		25,000

SAN MATEO COUNTY HARBOR DISTRICT

DRAFT PRELIMINARY BUDGET FY 2010-2011

DESCRIPTION	Pillar Point Harbor	Oyster Point Marina/Park	Administration	Harbor Commission	Total
Contractual Services - Professional	15,000	5,000	35,000	500	55,500
Contractual - Legal Services	95,000	20,000	50,000	500	165,500
Claims Settlement	-	-	-	-	-
Permits/License Fees	150	1,500	-	-	1,650
Misc. Expenses	1,000	-	500	1,000	2,500
Bank Service Charges	2,400	3,000	2,000	-	7,400
Merchant C/C Processing Fees	-	-	500	-	500
Collection Agency Service Expense	4,000	2,500	-	-	6,500
Credit Card Fees	7,500	7,500	-	-	15,000
Penalties/Finance Charges	-	-	500	-	500
Payroll Processing Fee	5,000	4,500	2,000	1,000	12,500
Operating Equip. Maintenance	-	-	2,500	-	2,500
Equipment Rental	5,000	3,000	1,500	-	9,500
Office Rental	-	-	98,000	-	98,000
Ingress/Egress Romeo Wharf	1,200	-	-	-	1,200
Small Tools and Equipment	1,000	5,000	-	-	6,000
Repairs & Maintenance-Equipment	40,000	40,000	1,500	-	81,500
Repairs & Maintenance-Real Property	40,000	40,000	-	-	80,000
Vessel Destruction	20,000	20,000	-	-	40,000
Marine Supplies Purc. Tenants	-	-	-	-	-
Repairs & Maintenance-Boat	30,000	10,000	-	-	40,000
Personal Watercraft	3,000	-	-	-	3,000
Garbage Collections	50,000	40,000	-	-	90,000
Debris Box-Launch Ramp Fish Disposal	5,000	-	-	-	5,000
Electric Charges	115,000	120,000	-	-	235,000
Electric Charges Reimbursement	(40,250)	(40,000)	-	-	(80,250)
Water Charges	45,000	50,000	-	-	95,000
Water Charges Reimbursement	(1,500)	-	-	-	(1,500)
Parking Citation (TDS)	50	500	-	-	550
Handling Fees for Citations	1,000	500	-	-	1,500
Sewer Fees	30,000	-	-	-	30,000
Removal of Hazardous Waste	1,500	-	-	-	1,500
AFCO Fees	-	-	7,000	-	7,000
Property Tax Admin Costs	-	-	15,000	-	15,000
MAINTENANCE AND OPERATIONS	809,700	700,500	334,700	24,550	1,869,450

SAN MATEO COUNTY HARBOR DISTRICT

DRAFT PRELIMINARY BUDGET FY 2010-2011

DESCRIPTION	Pillar Point Harbor	Oyster Point Marina/Park	Administration	Harbor Commission	Total
DEPRECIATION EXPENSE	975,000	1,050,000	2,500		2,027,500
DEBT SERVICE					
Interest Expense-Dept Boating/Waterways (DBW)	276,000	230,000			506,000
Principal - Dept Boating/Waterways (DBW)	-	890,000			890,000
DEBT SERVICE	276,000	1,120,000	-	-	1,396,000
OPEB RESERVE	-	-	-	-	-
CAPITAL OUTLAY					
Computer - Hardware	10,000	5,000	10,000		25,000
Computer - Software	20,000	20,000	10,000		50,000
Dock Repairs/Equipment	-	10,000			10,000
Dredge Launch Area					-
Facility Fixtures/Landscaping	50,000	5,000			55,000
Harbor/Marina Equipment	-	5,000			5,000
Personal Watercraft	-				-
Office Equipment	-				-
Office Furniture and Fixtures			1,500		1,500
Patrol Boat	-				-
Patrol Vehicle	-				-
Purchase and Install New Transformer Boxes	-				-
Remove and Replace Work Dock Floats					-
Signs-Interpretive	20,000				20,000
CAPITAL OUTLAY	100,000	45,000	21,500	-	166,500
CAPITAL PROJECTS					

DRAFT PRELIMINARY BUDGET FY 2010-2011

DESCRIPTION	Pillar Point Harbor	Oyster Point Marina/Park	Administration	Harbor Commission	Total
OPM Projects					
Dredging - OPM		-			-
West Basin Power Centers		180,000			180,000
Dock Reconfiguration - Wave Attenuators		160,000			160,000
Office/Retail Development		20,000			20,000
					-
PPH Projects					-
Fish Buyers Bldg Repairs	75,000				75,000
PPH Warehouse Repairs	40,000				40,000
PPH Harbormaster's Office Repairs	40,000				40,000
PPH - Lessee Sidewalk Expansion	-				-
Median Strip	-				-
					-
					-
CAPITAL PROJECTS	155,000	360,000	-	-	515,000
TOTAL	3,676,268	4,492,083	1,255,299	139,615	9,563,265
Carry-over	676,617	630,000	-		1,306,617
TOTAL HARBOR DISTRICT	4,352,885	5,122,083	1,255,299	139,615	10,869,882
Remove Depreciation	(975,000)	(1,050,000)	(2,500)	-	(2,027,500)
Net Uses of Funds	3,377,885	4,072,083	1,252,799	139,615	8,842,382

SAN MATEO COUNTY HARBOR DISTRICT

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



REVENUES

PILLAR POINT HARBOR

DRAFT PRELIMINARY BUDGET FY 2010-2011

DESCRIPTION PILLAR POINT HARBOR		2009-10 ORIGINAL BUDGET	2009-10 AMENDED BUDGET	2009-10 YEAR TO DATE THRU 12/31/09	2009-10 PROJECTED ANNUAL	2010-11 PRELIM BUDGET
Operating Revenue						
420.009	Berth Promo	(10,000)	(10,000)	(7,586)	(15,172)	(10,000)
420.010	Berth Rental	1,200,000	1,200,000	585,684	1,171,368	1,175,000
420.011	Live Aboard	100,000	100,000	39,359	78,719	75,000
420.014	Transient Dockage/Berth Rent.	80,000	80,000	44,971	89,942	80,000
420.018	Impound Fees	1,000	1,000	14,888	14,888	1,000
420.020	Launching Fees	50,000	50,000	46,518	69,777	60,000
420.025	Boat Wash Fees	3,000	3,000	2,393	3,590	3,000
420.026	Hoist Fees	1,500	1,500	673	1,345	1,000
420.034	Princeton Lot - Dry Storage	500	500	1,100	2,200	1,000
420.035	Dry Storage	-	-	1,800	3,600	1,000
420.040	Rents & Concessions	300,000	300,000	137,249	287,502	300,000
420.044	RV C Lot	25,000	25,000	17,358	26,037	25,000
420.046	Day Use - Parking Revenues	10,000	10,000	-	-	10,000
420.049	Special Events Revenue	-	-	400	800	500
420.053	Laundry Revenue	5,000	5,000	1,896	3,791	4,000
420.055	Mooring Fees	45,000	45,000	21,431	42,862	40,000
420.056	Service Fee for Emergencies (pumpout)	-	-	180	360	-
420.060	Patrol Boat Service	1,500	1,500	245	490	500
420.070	Late Fees	1,000	1,000	3,292	6,584	3,000
420.079	PPH Commercial Activity Permits	20,000	20,000	4,140	8,280	15,000
420.080	Other Sales	3,000	3,000	1,442	2,884	2,000
420.081	Miscellaneous Income	4,000	4,000	1,206	2,412	2,000
420.091	Waiting List Fees	1,000	1,000	350	700	500
420.092	Leasee Transfer/Contract Fees	-	-	-	-	-
420.096	Expense Reimbursement	-	-	-	-	-
420.097	County Parking Fines	3,000	3,000	3,026	4,539	3,000
420.100	Project bid fees	-	-	-	-	-
420.200	OES Grant-Storm Damage	-	-	-	-	-
420.420	DBW Abandoned Vessel Grant	-	-	-	-	-
420.100	Project bid fees	-	-	-	-	-
Total Operating Revenue		1,844,500	1,844,500	922,014	1,807,496	1,792,500

DRAFT PRELIMINARY BUDGET FY 2010-2011

DESCRIPTION PILLAR POINT HARBOR		2009-10 ORIGINAL BUDGET	2009-10 AMENDED BUDGET	2009-10 YEAR TO DATE THRU 12/31/09	2009-10 PROJECTED ANNUAL	2010-11 PRELIM BUDGET
<u>Non-Operating Revenue</u>						
420.230	Grants - Salmon Season Closure Grant	-	-		-	-
<u>Capital Projects: Loans-Grants-Cost Share</u>						
420.110	DBW Loan 71 Berth Project	-	-	-	-	-
420.220	Interpretive Signs - NMSP Sanctuary/Fishermen's Grant	-	-	-	-	-
420.411	DBW Launch Ramp Floats	-	-		-	-
420.430	DBW Pump Station Grant/Reimbursement	-	-		-	-
420.450	DBW Loan Restrooms - Project Cancelled	-	-	-	-	-
420.900	PPH Asset Sales - Net Proceeds				660,000	
	-	-	-	-	660,000	-
	Pillar Point - Total	1,844,500	1,844,500	922,014	2,467,496	1,792,500

Pillar Point Harbor

2010-2011

1. The salmon season was cancelled for all commercial and sport fishing for 2009. Operating revenues for FY2009-10 fell by approximately \$35 thousand or 2%. Based upon the most recent information, the salmon season will be cancelled again for 2010. It is unclear whether there will be another negative impact on harbor revenues for FY2010-11. As a result, Pillar Point Harbor operating revenues have been adjusted downwards by approximately \$50 thousand total over FY2009-10 budget and \$15 thousand over projected actual. This is more conservative than assuming revenues would remain flat.
2. Based upon the current economic conditions, the Board has decided to maintain the existing rates and fees schedule for FY2010-11. Therefore there are no rate increases in the FY2010-11 Budget.
3. Budgeted revenue from lessee rents and concessions is expected to remain flat, even if the old Ship-to-Shore lessee space is leased. Given the current economic climate it is difficult to predict whether revenues will improve for this coming fiscal year. As the economy improves, it is hoped that foot traffic to the harbor and therefore patronage of the harbor and lessee facilities will increase.
4. Revenue from the establishment of Paid Parking is budgeted at \$10 thousand.
5. Overall, operating revenue is expected to be (2.8%) lower than FY2009-10 budget. This represents a (\$52 thousand) decrease from prior year's budget.
6. For Pillar Point Harbor, there are no grant monies budgeted to be received from Department of Boating and Waterways Grant for Abandoned Vessel Abatement.

OYSTER POINT MARINA

DRAFT PRELIMINARY BUDGET FY 2010-2011

DESCRIPTION OYSTER POINT MARINA		2009-10 ORIGINAL BUDGET	2009-10 AMENDED BUDGET	2009-10 YEAR TO DATE THRU 12/31/09	2009-10 PROJECTED ANNUAL	2010-11 DRAFT PRELIM BUDGET
Operating Revenue						
430.009	Berth Rent Promotion	(2,000)	(2,000)		-	(2,000)
430.010	Berth Rental	925,000	925,000	450,048	900,096	900,000
430.011	Live Aboard	240,000	240,000	100,030	200,060	200,000
430.014	Transient Dockage/Berth Rent.	85,000	85,000	60,149	120,299	100,000
430.016	Dock Boxes	6,500	6,500	3,468	6,936	6,500
430.018	Impound Fees	7,500	7,500	5,245	7,868	7,500
430.020	Launch Fees	15,000	15,000	12,864	25,728	20,000
430.025	Boat Wash	1,000	1,000	1,020	2,040	2,000
430.040	Rents & Concessions	225,000	225,000	111,143	222,287	225,000
430.051	Key Fee	1,500	1,500	1,022	2,045	1,500
430.056	Service Fees for Emergencies	-	-		-	-
430.065	Bad Debt Recoveries	-	-		-	-
430.070	Late Fees	4,000	4,000	2,104	4,208	4,000
430.079	OPM Commercial Activity Permits	1,000	1,000	(200)	(400)	500
430.080	Other Sales	1,000	1,000	300	600	500
430.081	Miscellaneous Income	1,000	1,000	209	418	500
430.091	Wait List Fees	500	500	250	500	500
430.092	Lease Transfer Fee	-	-		-	-
430.096	Expense Reimbursement	-	-		-	-
430.097	County Parking Fines	750	750	690	1,380	750
430.100	Project Bid fees	-	-		-	-
430.420	DBW Abandoned Vessel Grant	20,000	20,000		-	20,000
Total Operating Revenue		1,532,750	1,532,750	748,343	1,494,064	1,487,250
Non-Operating Revenue						
		-	-		-	-
Capital Projects: Grants and Cost Share						
430.421	DBW - Launch Ramp/Parking Lot	-	-		-	-
430.500	WETA Ferry Terminal - Cost Share Proceeds	1,340,000	1,340,000	1,340,000	1,340,000	
			-		-	
Total - Capital Projects: Grants/Cost Share		1,340,000	1,340,000	1,340,000	1,340,000	-
Oyster Point Marina - Total		2,872,750	2,872,750	2,088,343	2,834,064	1,487,250

Oyster Point Marina/Park

2010-2011

1. For FY2009-10, berth revenues are projected to be \$900 thousand, a decrease of \$25 thousand over FY2009-10 budget. Revenues fell, largely due to vacancies caused by the disruption from the dredging and the loss of 134 berths from the WETA Ferry Terminal dock removal.
2. Berth rates have not been raised over the past three years. Occupancy increased modestly in FY2007-08 and FY2008-09, from a low of 50% to about 56%.
3. There are no rate increases planned for FY2010-11.
4. For Oyster Point Marina, \$20 thousand has budgeted to be received from Department of Boating and Waterways Grant for Abandoned Vessel Abatement. This is equal to last year's budget amount.
5. The remaining revenues for FY2010-11 have been forecasted to be approximately equal to the FY2009-10 budget. As a result, FY2010-11 operating revenues are projected to be equal to FY2009-10 projected actual. This represents an estimated (\$45 thousand) decrease over last year's budget.
6. There are no other revenue sources projected to be received for Oyster Point Marina/Park for FY2010-11.

ADMINISTRATION

SAN MATEO COUNTY HARBOR DISTRICT

DRAFT PRELIMINARY BUDGET FY 2010-2011

DESCRIPTION ADMINISTRATION		2009-10 ORIGINAL BUDGET	2009-10 AMENDED BUDGET	2009-10 YEAR TO DATE THRU 12/31/09	2009-10 PROJECTED ANNUAL	2010-11 DRAFT PRELIM BUDGET
<u>Non-Operating Revenue</u>						
410.054	Interest Income	140,000	140,000	41,424	82,848	80,000
410.061	State Mandated Costs Grant	-	-		-	
410.071	ERAF State Deduction	(1,000,000)	(1,000,000)		-	(1,000,000)
410.076	ERAF Rebate Back to District	350,000	350,000	375,000	750,000	500,000
410.094	Other Tax Revenues	-	-	11,023	22,047	
410.095	Tax Revenues	4,815,000	4,815,000	1,863,659	3,727,317	4,750,000
410.097	State and County Citation Fees	-	-	403	806	
410.900	Gain (Loss) on Sale/Disposal of Assets	-	-		-	
Administration - Total		4,305,000	4,305,000	2,291,509	4,583,018	4,330,000

Administration

2010-2011

1. For FY2010-11, interest income is projected to be \$80 thousand for the FY2010-11 due to expected average earning reserves of approximately \$8.0 million and an interest rate of 1.0%, though currently the interest rate is below 1.0%. This is a decrease of \$60 thousand below the FY2009-10 budget, due to continuing recession and Federal Reserve Bank actions lowering the fed funds rate to 0.25%.
2. Net property tax revenues are projected to be \$3.75 million. The FY2010-11 property tax revenue estimate has no increase or decrease over FY2009-10. This estimate is based upon historical patterns as well as current trends in property values plus information received from the San Mateo County Assessor's Office.
3. The annual **Education Revenue Augmentation Fund ("ERAF")** shift to the State is expected to be approximately \$1.0 million.
4. In the last preceding four fiscal years, the District has received annual ERAF rebates due to property tax revenues accelerating faster than what was due in ERAF deductions. San Mateo County has calculated these rebates. The State has questioned whether these rebates are valid. The District may have to return any rebates we have received should the County lose the challenge. However, for FY2009-10, the District received \$777 thousand in ERAF rebates. For FY2010-11, we are estimating a \$500 thousand ERAF Rebate. By FY2012-2013 we expect little to no rebate activity as property values are projected to fall in the next couple of years.

SAN MATEO COUNTY HARBOR DISTRICT

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EXPENSES

PILLAR POINT HARBOR

DRAFT PRELIMINARY BUDGET FY 2010-2011

ACCOUNT NUMBER	DESCRIPTION PILLAR POINT HARBOR	2009-10 ORIGINAL BUDGET	2009-10 AMENDED BUDGET	2009-10 YEAR TO DATE THRU 12/31/09	2009-10 PROJECTED ANNUAL	2010-11 DRAFT PRELIM BUDGET	2009-10 CARRYOVER
PERSONNEL AND RELATED COSTS							
510.000	Salaries and Wages	640,000	640,000	300,340	600,681	600,000	
510.020	Salaries and Wages - Part Time	-	-		-	-	
511.011	Swing Differential	1,500	1,500	562	1,125	1,500	
511.012	Graveyard Differential	2,000	2,000	873	1,747	2,000	
511.021	Swing OT Differential	500	500	8	16	250	
511.022	Graveyard OT Differential	500	500	35	69	250	
512.000	Overtime	15,000	15,000	6,033	12,065	15,000	
513.010	Extended Illness Bank	10,000	10,000	5,969	11,938	12,000	
514.010	Paid Time Off Expense (PTO)	125,000	125,000	58,979	117,958	125,000	
514.011	Overtime Paid Time Off Expense (PTO-OT)	25,000	25,000	10,205	20,411	25,000	
515.000	Bereavement	1,000	1,000	770	1,540	1,000	
517.000	Management Hours	3,500	3,500	1,549	3,098	1,750	
518.000	Holiday Pay	40,000	40,000	15,831	31,662	35,000	
519.200	Admin Leave Exp	3,000	3,000		-	3,000	
519.300	Jury Duty	-	-		-	-	
	Salaries and Wages Summary	867,000	867,000	401,154	802,309	821,750	-
520.000	Retirement-EE	60,690	60,690	29,850	59,700	65,740	
520.001	Retirement-ER	130,050	130,050	60,073	120,145	123,263	
522.000	Social Security Insurance	-	-		-	-	
522.010	Medicare Tax	12,572	12,572	5,239	10,477	11,915	
522.020	Unemployment Insurance Tax	2,839	2,839		-	2,500	
523.000	Health Insurance	185,803	185,803	73,229	146,458	150,000	
523.001	Health Insurance-Employee Reimbursement	24,710	24,710	11,232	22,464	25,000	
523.002	Health Insurance-Retirees	(58,582)	(58,582)	15,396	30,792	50,000	
523.003	Health Insurance-Commissioner Reimbursement	-	-		-	-	
523.005	Health Insurance-OPEB	71,094	71,094	35,547	71,094	75,000	
523.008	Health Insurance-OPEB Credit for Out-of-Pocket Payment	-	-		-	(50,000)	
523.009	Life Insurance-OPEB Credit for Out-of-Pocket Payment	-	-		-	(1,000)	
523.010	Life Insurance	12,000	12,000	4,051	8,103	10,000	
523.011	Life Insurance-Retirees	(1,000)	(1,000)	321	643	1,000	
523.020	Long-Term Disability Insurance	6,500	6,500	2,617	5,235	6,500	
524.000	Workers Compensation Ins.	65,000	65,000	32,500	65,000	65,000	
525.000	Wellness Program	-	-		-	-	
525.010	Employee Assistance Program	1,500	1,500	637	1,273	1,500	
550.000	Personnel Admin-Emp Exams	-	-		-	-	
551.000	Auto Allowance - PPH	-	-		-	2,400	
590.000	Internal Labor on Projects	-	-		-	-	
	Benefits Summary	513,176	513,176	270,692	541,383	538,818	-
	PERSONNEL AND RELATED COSTS	1,380,176	1,380,176	671,846	1,343,692	1,360,568	-

DRAFT PRELIMINARY BUDGET FY 2010-2011

ACCOUNT NUMBER	DESCRIPTION PILLAR POINT HARBOR	2009-10 ORIGINAL BUDGET	2009-10 AMENDED BUDGET	2009-10 YEAR TO DATE THRU 12/31/09	2009-10 PROJECTED ANNUAL	2010-11 DRAFT PRELIM BUDGET	2009-10 CARRYOVER
	MAINTENANCE AND OPERATIONS						
640.000	Advertising & Promotion	10,000	10,000	1,542	3,084	5,000	
640.010	Advertising-Jobs	-	-		-	-	
640.015	Advertising-Capital Projects	-	-		-	-	
649.000	Special Events - Expenses	-	-	200	400	500	
650.999	Auto Mileage-Not allocated	2,500	2,500	561	1,121	2,500	
660.000	Bad Debts	20,000	20,000	10,000	20,000	20,000	
670.000	Telephone/Communications	7,500	7,500	6,562	13,125	15,000	
670.001	Postage	5,000	5,000	1,079	2,158	3,000	
680.181	Travel, Conferences & Meetings-Temko	-	-		-	-	
680.755	Travel, Conferences & Meetings-Draper	-	-		-	-	
680.999	Travel, Conferences & Meetings-Not Allocated	1,500	1,500	1,169	2,339	2,500	
681.000	Seminars/Professional Training	1,000	1,000		-	1,000	
682.000	HO Training	3,000	3,000	285	570	1,500	
685.000	Employee Appreciation Dinner	-	-		-	-	
685.010	Employee Recognition	-	-		-	-	
690.000	Memberships, Dues & Subscriptions	500	500	318	636	500	
695.000	Personnel Administration	-	-		-	-	
695.010	Personnel Administration testing/exams	104	104		-	150	
710.000	Insurance Premiums	150,000	150,000	75,000	150,000	150,000	
710.020	Insurance Premium - boatyard	-	-		-	-	
710.010	Insurance Investigation	-	-		-	-	
720.000	Land Vehicles - Fuel	8,500	8,500	2,782	5,565	7,500	
720.010	Patrol Boat - Fuel	9,000	9,000	2,075	4,150	7,500	
720.015	Pump Out Vessel - Fuel	-	-		-	-	
730.000	Office Supplies	7,000	7,000	1,506	3,012	7,000	
740.000	Operating Supplies	25,000	25,000	19,464	38,927	40,000	
740.010	Oil Clean Up Supplies	6,000	6,000	1,477	2,954	5,000	
745.000	Uniform Related Expenses	15,000	15,000	5,558	11,115	15,000	
755.000	Safety/Medical Equipment	5,000	5,000	4,680	9,360	10,000	
755.000	Patrol Boat Safety Equipment	-	-		-	-	
760.000	Contractual Services - Outside Services	25,000	25,000	11,777	23,554	35,000	
760.010	Contractual Services -Temp Services	-	-		-	5,000	
760.030	Contractual Services - Professional	15,000	15,000	7,807	15,613	15,000	
762.000	Contractual - Legal Services	60,000	60,000	41,099	82,198	95,000	
762.030	Claims Settlement	-	-		-	-	
763.000	Permits/License Fees	150	150	114	228	150	
765.000	Misc. Expenses	1,000	1,000		-	1,000	
765.010	Bank Service Charges	2,400	2,400	1,597	3,194	2,400	
765.020	Merchant Credit Card Processing Fees	6,600	6,600		-	-	
765.030	Collection Agency Service Expense	1,500	1,500	2,180	4,360	4,000	
765.031	Credit Card Fees	3,209	3,209	3,535	7,071	7,500	
765.100	Penalties/Finance Charges	-	-		-	-	
765.200	Payroll Processing Fee	5,000	5,000	2,078	4,156	5,000	
770.000	Operating Equip. Maintenance	-	-		-	-	
771.000	Equipment Rental	6,000	6,000	1,753	3,506	5,000	
773.000	Ingress/Egress Romeo Pier	1,200	1,200	600	1,200	1,200	

DRAFT PRELIMINARY BUDGET FY 2010-2011

ACCOUNT NUMBER	DESCRIPTION PILLAR POINT HARBOR	2009-10 ORIGINAL BUDGET	2009-10 AMENDED BUDGET	2009-10 YEAR TO DATE THRU 12/31/09	2009-10 PROJECTED ANNUAL	2010-11 DRAFT PRELIM BUDGET	2009-10 CARRYOVER
775.000	Small Tools and Equipment	1,011	1,011	212	425	1,000	
779.000	Removal of Hazardous Waste	1,500	1,500		-	1,500	
780.000	Repairs & Maintenance-Equipment	12,000	12,000	12,121	24,242	40,000	
780.001	Repairs & Maintenance-Real Property	15,000	15,000	8,455	16,910	40,000	
780.003	Repairs & Maintenance-Boatyard	-	-		-	-	
780.004	Vessel Destruction	20,000	20,000	350	700	20,000	
780.006	Marine Supplies Purc. Tenants	-	-	(811)	(1,622)	-	
780.020	Repairs & Maintenance-Boat	20,000	20,000	13,320	26,639	30,000	
780.030	Personal Watercraft	3,000	3,000		-	3,000	
782.000	Garbage Collections	60,000	60,000	23,515	47,030	50,000	
782.002	Debris Box-Launch Ramp Fish Disposal	7,500	7,500	1,204	2,407	5,000	
782.010	Electric Charges	115,000	115,000	53,513	107,026	115,000	
782.011	Electric Charges Reimbursement	(40,250)	(40,250)	(17,054)	(34,107)	(40,250)	
782.020	Water Charges	37,000	37,000	18,299	36,598	45,000	
782.021	Water Charges Reimbursement	(1,500)	(1,500)	(309)	(619)	(1,500)	
787.000	Parking Citation (TDS)	50	50		-	50	
787.100	Handling Fees for Citations	1,000	1,000	551	1,102	1,000	
788.000	Sewer Fees	50,000	50,000	14,276	28,552	30,000	
	MAINTENANCE AND OPERATIONS	704,974	704,974	334,440	668,879	809,700	-
789.000	Depreciation Expense	975,000	975,000	487,500	975,000	975,000	
	DEBT SERVICE						
790.000	Interest Expense-Dept Boating/Waterways	270,334	270,334	138,964	277,928	276,000	
791.000	Principal - Dept Boating/Waterways	-	-		-	-	
	DEBT SERVICE	270,334	270,334	138,964	277,928	276,000	-
	OPEB RESERVE	830,534	830,534	415,267	830,534		

DRAFT PRELIMINARY BUDGET FY 2010-2011

ACCOUNT NUMBER	DESCRIPTION PILLAR POINT HARBOR	2009-10 ORIGINAL BUDGET	2009-10 AMENDED BUDGET	2009-10 YEAR TO DATE THRU 12/31/09	2009-10 PROJECTED ANNUAL	2010-11 DRAFT PRELIM BUDGET	2009-10 CARRYOVER
CAPITAL OUTLAY							
801.003	Computer Hardware	10,000	10,000	19,755	19,755	10,000	
801.004	Computer Software	15,000	15,000	1,941	3,883	20,000	
820.000	Patrol Vehicle	-	-			-	-
845.000	Office Equipment	-	-			-	
860.000	Harbor/Marina Equipment	-	-			-	
865.000	Personal Watercraft	-	15,000		15,000		
870.000	Facility Fixtures/Landscaping	10,000	85,000			50,000	75,000
880.000	Dock Repairs/Equipment	-	-				
890.001	Patrol Boat	-	30,000	15,000	30,000		
899.100	Interpretive Signs	-	20,000	180	360	20,000	
915.220	New Transformer Boxes	-	24,000				24,000
	CAPITAL OUTLAY	35,000	199,000	36,876	68,997	100,000	99,000
CAPITAL PROJECTS							
915.000	Fish Buyers Bldg Repairs	-	-			75,000	
937.010	40 Berths - Cal Boating Loan	-	-				
937.000	71 Addl Berths, Bulkhead, Haul-Out	-	462,617				462,617
937.010	40 Berths - Cal Boating Loan	-	-				
940.050	PPH Warehouse Repairs	-	-			40,000	
940.060	PPH Harbormaster's Office Repairs	-	-			40,000	
940.070	PPH - Lessee Sidewalk Expansion	115,000	115,000				115,000
940.085	Dredge Launch Ramp	20,000	20,000			20,000	
940.088	Pave - West Parking Lot	-	-				
940.099	Slurry Seal and Stripe Parking Lots (Upper C/Main A)	-	-				
970.001	Median Strip	20,000	20,000	6,642	13,284		
	CAPITAL PROJECTS	155,000	617,617	6,642	13,284	175,000	577,617
	PILLAR POINT HARBOR TOTAL	4,351,018	4,977,635	2,091,535	4,178,315	3,696,268	676,617

Pillar Point Harbor

2010-2011

1. For FY2010-11, the Pillar Point Harbor budget for personnel and related costs is expected to decrease by approximately \$45 thousand over the FY2009-10 budget due to staff retirement. The District has taken the opportunity to utilize existing staff to cover the previous harbormaster's responsibilities. As such, the remaining District harbormaster is now splitting his time between Pillar Point Harbor and Oyster Point Marina/Park. The \$45 thousand in net savings represents the savings of ½ total harbor master staff cost, offset by a 3.0% cost of living adjustment based on the December 31, 2009 per the Labor CPI for San Francisco-Oakland-San Jose and a 5.0% increase for those staff still below their top step, as specified in the collective bargaining agreements.
2. The budget includes annual OPEB expense of \$75,000 with a credit for out-of-pocket retiree-health insurance premiums paid of \$50,000, for a net annual OPEB expense of \$25,000.
3. The budget for FY2010-11 for maintenance and operations, excluding wages and benefits, has increased \$85 thousand over the FY2009-10 budget, due to an increase in repairs and maintenance of approximately \$40 thousand for deferred maintenance items that now need attention. In addition, it is expected that utility costs will increase by approximately \$10 thousand, outside consulting services by \$10 thousand for conversion costs related to the Marina Billings conversion. The remainder is due to expected inflation across the remaining categories.
4. Interest payments to the Department of Boating and Waterways (DBW) have been included in this budget at \$276 thousand as set in the Loan Agreement with the DBW. There is no principal debt service on the Pillar Point Harbor loans this coming year.
5. Capital expenditures in the FY2010-11 budget total \$951,617, of which \$676,617 are carryover funds from projects started prior to FY2010-11, and \$275,000 in current year projects. Current projects include \$75,000 for the upgrade to fish buyers building, \$40,000 for the PPH Warehouse, \$40,000 for the PPH Harbormaster's Office, and \$20,000 to dredge the PPH Boat Launch Ramp. In addition there is \$25 thousand allocated for the Marina Billings conversion. Carryover projects are: \$462,617 bulkhead project; \$115,000 lessee sidewalk expansion; \$75,000 for the lessee building roof repair/replacement; \$24,000 for the replacement of transformer boxes.

OYSTER POINT MARINA

DRAFT PRELIMINARY BUDGET FY 2010-2011

ACCOUNT NUMBER	DESCRIPTION OYSTER POINT MARINA	2009-10 ORIGINAL BUDGET	2009-10 AMENDED BUDGET	2009-10 YEAR TO DATE THRU 12/31/09	2009-10 PROJECTED ANNUAL	2010-11 DRAFT PRELIM BUDGET	2009-10 CARRYOVER
PERSONNEL AND RELATED COSTS							
510.000	Salaries and Wages	587,000	587,000	266,957	533,915	550,000	
510.020	Salaries and Wages-Part Time	1,000	1,000		-		
511.011	Swing Differential	1,000	1,000	449	898	1,000	
511.012	Graveyard Differential	-	-		-	-	
511.021	Swing OT Differential	500	500	25	51	500	
511.021	Graveyard OT Differential	-	-		-	-	
512.000	Overtime	2,500	2,500	1,904	3,807	2,500	
513.010	Extended Illness Bank Expense	20,000	20,000	3,865	7,729	10,000	
514.010	Paid Time Off Expense (PTO)	105,000	105,000	50,223	100,445	105,000	
514.011	Overtime Paid Time Off Expense (PTO-OT)	15,000	15,000	4,209	8,418	15,000	
515.000	Bereavement	1,000	1,000	314	628	1,000	
517.000	Management Hours	3,500	3,500	1,759	3,518	1,750	
518.000	Holiday Pay	25,000	25,000	9,380	18,759	24,000	
519.200	Administrative Leave Exp	1,000	1,000	308	615	1,000	
519.300	Jury Duty	1,000	1,000		-	1,000	
	Salaries and Wages Summary	763,500	763,500	339,392	678,784	712,750	-
520.000	Retirement-EE	53,445	53,445	27,149	54,297	57,020	
520.001	Retirement-ER	114,525	114,525	54,548	109,095	106,913	
522.000	Social Security Insurance	-	-		-		
522.010	Medicare Tax	11,070	11,070	5,262	10,523	10,500	
522.020	Unemployment Insurance	-	-	1,800	3,600		
523.000	Health Insurance	122,628	122,628	66,987	133,974	150,000	
523.001	Health Ins.-Employee Reimbursement	37,066	37,066	16,848	33,696	35,000	
523.002	Health Ins.- Retirees	(24,710)	(24,710)	22,464	44,928	50,000	
523.003	Health Ins - Commissioner Reimbursement	-	-		-		
523.005	Health Ins.- OPEB	62,578	62,578	31,289	62,578	65,000	
523.008	Health Insurance-OPEB Credit for Out-of-Pocket Payment	-	-		-	(50,000)	
523.009	Life Insurance-OPEB Credit for Out-of-Pocket Payment	-	-		-	(2,000)	
523.010	Life Insurance	12,000	12,000	3,649	7,298	10,000	
523.011	Life Insurance-Retirees	(2,500)	(2,500)	789	1,578	2,000	
523.020	Long-Term Disability Insurance	7,500	7,500	2,361	4,722	5,000	
524.000	Workers Compensation Ins.	60,000	60,000	30,000	60,000	60,000	
525.000	Wellness Program	-	-		-		
525.010	Employee Assistance	1,500	1,500	526	1,052	1,500	
550.000	Personnel Administration-Exams	1,000	1,000		-	500	
551.000	Auto Allowance - OPM	-	-		-	2,400	
590.000	Internal Labor on Projects	-	-		-		
	Benefits Summary	456,102	456,102	263,671	527,341	503,833	-
PERSONNEL AND RELATED COSTS		1,219,602	1,219,602	603,063	1,206,125	1,216,583	-

DRAFT PRELIMINARY BUDGET FY 2010-2011

ACCOUNT NUMBER	DESCRIPTION OYSTER POINT MARINA	2009-10 ORIGINAL BUDGET	2009-10 AMENDED BUDGET	2009-10 YEAR TO DATE THRU 12/31/09	2009-10 PROJECTED ANNUAL	2010-11 DRAFT PRELIM BUDGET	2009-10 CARRYOVER
MAINTENANCE AND OPERATIONS							
640.000	Advertising & Promotion	15,000	15,000	11,076	22,151	20,000	
650.999	Auto Mileage-Not allocated	1,000	1,000	124	248	500	
660.000	Bad Debts	20,000	20,000	10,000	20,000	20,000	
670.000	Telephone/Communications	6,000	6,000	3,416	6,832	7,500	
670.001	Postage	4,500	4,500	1,284	2,568	4,500	
680.550	Travel, Conference & Meeting-Individual	-	-	-	-	-	
680.999	Travel, Conference & Meeting-Not allocated	2,000	2,000	66	132	2,000	
681.000	Seminars/Professional Development	500	500	13	26	500	
682.000	Harbor Operator Training	5,000	5,000	82	163	2,500	
685.000	Employee Appreciation Dinner	-	-	-	-	-	
685.010	Employee Recognition	-	-	-	-	-	
690.000	Memberships, Dues & Subscriptions	1,000	1,000	-	-	1,000	
695.000	Personnel Administration	500	500	-	-	500	
695.010	Personnel Administration Testing/exams	500	500	44	88	500	
710.000	Insurance Premiums	150,000	150,000	75,000	150,000	150,000	
710.010	Insurance Claim Investigation	-	-	-	-	-	
720.000	Land Vehicles - Fuel and Oil	7,000	7,000	1,981	3,962	5,000	
720.010	Patrol Boat - Fuel and Oil	3,000	3,000	273	546	3,000	
730.000	Office Supplies	5,000	5,000	2,089	4,179	5,000	
740.000	Operating Supplies (Consumable)	15,000	15,000	9,151	18,302	15,000	
745.000	Uniform Related Expenses	10,000	10,000	4,396	8,792	10,000	
755.000	Safety Equipment	5,000	5,000	491	983	5,000	
760.000	Contractual Services - Outside Services	90,000	90,000	51,752	103,503	110,000	
760.010	Contractual Services -Temporary	-	-	-	-	5,000	
760.030	Contractual Services -Professional	5,000	5,000	2,632	5,263	5,000	
762.000	Contractual Services - Legal Services	20,000	20,000	2,872	5,744	20,000	
762.030	Claims Settlement	-	-	-	-	-	
763.000	Permits/License Fees	1,500	1,500	1,008	2,016	1,500	
765.000	Miscellaneous Expenses	-	-	-	-	-	
765.010	Bank Service Charges	2,400	2,400	1,477	2,954	3,000	
765.020	Merchant Credit Card Processing Fees	-	-	-	-	-	
765.030	Collection SVC Expense	5,000	5,000	1,180	2,360	2,500	
765.031	Credit Card Fees	8,500	8,500	3,682	7,364	7,500	
765.100	Penalties/Finance Charges	-	-	-	-	-	
765.200	Payroll Processing Fee	4,500	4,500	1,742	3,483	4,500	
771.000	Equipment Rental	3,000	3,000	(47)	(94)	3,000	
775.000	Small Tools and Equipment	5,000	5,000	39	78	5,000	
780.000	Repairs & Maintenance - Equipment	30,000	30,000	22,090	44,181	40,000	
780.001	Repairs & Maintenance - Real Property	5,000	5,000	4,371	8,742	40,000	
780.004	Vessel Destruction	20,000	20,000	20,628	30,942	20,000	
780.006	Tenant/EE Purchases	-	-	-	-	-	

SAN MATEO COUNTY HARBOR DISTRICT

DRAFT PRELIMINARY BUDGET FY 2010-2011

ACCOUNT NUMBER	DESCRIPTION	2009-10 ORIGINAL BUDGET	2009-10 AMENDED BUDGET	2009-10 YEAR TO DATE THRU 12/31/09	2009-10 PROJECTED ANNUAL	2010-11 DRAFT PRELIM BUDGET	2009-10 CARRYOVER
	OYSTER POINT MARINA						
780.020	Repairs & Maintenance - Boat	5,000	5,000		-	10,000	
780.030	Personal Watercraft	-	-		-	-	
782.000	Garbage Collections	24,000	24,000	16,592	33,185	40,000	
782.010	Electric Charges	100,000	100,000	55,294	110,587	120,000	
782.011	Electric Charges Reimbursement	(40,000)	(40,000)	(17,275)	(34,550)	(40,000)	
782.020	Water Charges	36,000	36,000	20,094	40,188	50,000	
787.000	Parking Citations	500	500		-	500	
787.100	Handling Fees for Citations	500	500	115	230	500	
	MAINTENANCE AND OPERATIONS	576,900	576,900	307,731	605,148	700,500	-
789.000	DEPRECIATION EXPENSE	850,000	850,000	487,500	975,000	1,050,000	-
	DEBT SERVICE						
790.000	Interest Expense- Dept Boating/Waterways	364,500	364,500	189,282	378,565	230,000	
791.000	Principal Repayment - Dept Boating/Waterways	815,000	815,000	750,000	750,000	890,000	
	DEBT SERVICE	1,179,500	1,179,500	939,282	1,128,565	1,120,000	-
	OPEB RESERVE	763,437	763,437	381,719	763,437		-

SAN MATEO COUNTY HARBOR DISTRICT

DRAFT PRELIMINARY BUDGET FY 2010-2011

ACCOUNT NUMBER	DESCRIPTION	2009-10 ORIGINAL BUDGET	2009-10 AMENDED BUDGET	2009-10 YEAR TO DATE THRU 12/31/09	2009-10 PROJECTED ANNUAL	2010-11 DRAFT PRELIM BUDGET	2009-10 CARRYOVER
CAPITAL OUTLAY							
801.003	Computer - Hardware	5,000	5,000		-	5,000	
801.004	Computer - Software	15,000	15,000	231	463	20,000	
850.000	Office Furniture and Fixtures	-	-		-		
860.000	Harbor/Marina Equipment	5,000	5,000	275	550	5,000	
870.000	Facility Fixtures/Landscaping	5,000	5,000	10,106	15,158	5,000	
880.000	Dock Repairs/Equipment	10,000	10,000	(10,106)	(10,106)	10,000	
890.001	Patrol Boat	-	-		-		
	CAPITAL OUTLAY	40,000	40,000	506	6,065	45,000	-
CAPITAL PROJECTS							
913.002	Dredging - OPM: East Basin Maintenance	175,000	705,000	70,205	175,000		630,000
935.050	Dock Reconstruction-Wave Attenuators (District Share)	160,000	160,000		-	160,000	
940.150	Breakwater Reconfiguration	-	-	4,374	8,748	-	
940.010	West Basin Power Centers	-	-		-	180,000	
940.230	East Basin Lighting	-	-		-		
940.300	WETA Ferry Terminal	-	-	708	1,416		
940.400	OPM Parcel Development - Office/Retail	20,000	20,000	1,014	2,027	20,000	
	CAPITAL PROJECTS	355,000	885,000	76,301	187,191	360,000	630,000
	OYSTER POINT MARINA/PARK TOTAL	4,984,439	5,514,439	2,796,102	4,871,532	4,492,083	630,000

Oyster Point Marina/Park

2010-2011

1. For FY2010-11, the Oyster Point Marina/Park budget for personnel and related costs is expected to decrease by approximately \$40 thousand compared to the FY2009-10 budget. The decrease is due to the savings resulting from the retirement of one harbormaster and the remaining harbor master splitting his time between Oyster Point Marina/Park and Pillar Point Harbor. The savings are offset by 3.0% cost of living adjustment based on the December 31, 2009 Labor CPI for San Francisco-Oakland-San Jose and a 5.0% increase for those staff still below their top step specified in the collective bargaining agreements.
2. The modest decrease in personnel and related costs includes a net of \$15,000 additional for annual OPEB expense recognition. Without this, personnel and related costs would have fallen by approximately \$55 thousand instead of just \$40 thousand.
3. The budget for FY2010-11 for maintenance and operations, excluding wages and benefits, has increased \$123 thousand over the FY2009-10 budget, due to an increase in repairs and maintenance of approximately \$40 thousand for deferred maintenance items that now need attention. In addition, \$30 thousand is due to expected increases in utility expenses, with the remaining increase due to those other items affected by inflation.
4. The debt service budget includes interest expense of approximately \$230 thousand as well as principal payment of \$890 thousand to the Department of Boating and Waterways (“DBW”). This is subsequent to the \$3.66 million that WETA paid to DBW for credit against the District’s outstanding loans.
5. Capital Outlay is budgeted for \$45 thousand. Capital Outlay includes computer and office: \$25 thousand for the Marina Billings conversion; as well as marina equipment, facility fixtures and dock repairs: \$20 thousand.
6. Capital Projects include \$160 thousand for Wave Attenuators, \$180 thousand to replace West Basin Power Centers, and \$20 thousand for OPM Parcel Development and \$630 thousand carryover for dredging which is detailed as \$530 thousand for dredging, \$65 thousand for engineering and \$35 thousand for monitoring.

ADMINISTRATION

DRAFT PRELIMINARY BUDGET FY 2010-2011

ACCOUNT NUMBER	DESCRIPTION ADMINISTRATION	2009-10 ORIGINAL BUDGET	2009-10 AMENDED BUDGET	2009-10 YEAR TO DATE THRU 12/31/09	2009-10 PROJECTED ANNUAL	2010-11 DRAFT PRELIM BUDGET	2009-10 CARRY OVER FUND
PERSONNEL AND RELATED COSTS							
510.000	Salaries and Wages	455,500	455,500	190,213	380,426	455,500	
512.000	Overtime	3,000	3,000	155	311	3,000	
513.010	Extended Illness Bank	5,000	5,000	4,650	9,300	5,000	
514.010	Paid Time Off Expense	74,000	74,000	36,845	73,690	75,000	
514.011	Overtime Paid Time Off Expense (PTO-OT)	5,000	5,000		-	5,000	
515.000	Bereavement	604	604		-	1,000	
517.000	Management Hours	12,000	12,000	4,611	9,222	12,000	
518.000	Holiday Pay	30,000	30,000	17,169	25,754	30,000	
519.200	Administrative Leave	-	-	1,772	1,772	-	
	Salaries and Wages Summary	585,104	585,104	255,416	500,475	586,500	-
520.000	Retirement-EE	40,957	40,957	20,189	40,378	46,920	
520.001	Retirement-ER	87,766	87,766	41,275	82,549	87,975	
522.000	Social Security Insurance	-	-		-	-	
522.010	Medicare Tax	8,484	8,484	3,801	7,601	8,504	
522.020	Unemployment Insurance Tax	-	-	4,459	8,918	-	
523.000	Health Insurance	120,701	120,701	36,616	73,232	80,000	
523.001	Health Insurance-Employee Reimbursement	-	-	5,376	10,752	12,000	
523.002	Health Ins. - Retirees	-	-		-	-	
523.003	Health Ins. - Commissioner Reimbursement	-	-		-	-	
523.005	Health Ins. - OPEB Accrual	51,140	51,140	25,570	51,140	50,000	
523.008	Health Insurance-OPEB Credit for Out-of-Pocket Payment	-	-		-	-	
523.009	Life Insurance-OPEB Credit for Out-of-Pocket Payment	-	-		-	-	
523.010	Life Insurance	7,500	7,500	2,531	5,062	6,500	
523.011	Life Insurance-Retirees	-	-		-	-	
523.020	Long-Term Disability Insurance	5,000	5,000	1,761	3,522	5,000	
524.000	Workers Compensation Ins.	5,000	5,000	2,500	5,000	5,000	
525.000	Wellness Program	-	-	30	60	-	
525.010	Employee Assistance Program	500	500	295	590	500	
550.000	Personnel Admin-Emp Exams	500	500	225	449	500	
551.100	Auto Allowance - General Manager	7,200	7,200	3,600	7,200	7,200	
590.000	Internal Labor on Projects	-	-		-	-	
	Benefits Summary	334,748	334,748	148,226	296,453	310,099	-
	PERSONNEL AND RELATED COSTS	919,852	919,852	403,642	796,928	896,599	-

DRAFT PRELIMINARY BUDGET FY 2010-2011

ACCOUNT NUMBER	DESCRIPTION ADMINISTRATION	2009-10 ORIGINAL BUDGET	2009-10 AMENDED BUDGET	2009-10 YEAR TO DATE THRU 12/31/09	2009-10 PROJECTED ANNUAL	2010-11 DRAFT PRELIM BUDGET	2009-10 CARRY OVER FUND
MAINTENANCE AND OPERATIONS							
640.000	Advertising & Promotion	5,500	5,500	895	1,790	5,500	
650.999	Auto Mileage-Not allocated	1,700	1,700	695	1,390	1,700	
670.000	Telephone/Communications	8,500	8,500	6,247	12,493	15,000	
670.001	Postage	3,500	3,500	815	1,629	3,500	
680.100	Travel, Conferences & Meetings-Individual	-	-	-	-	-	
680.999	Travel, Conferences & Meetings-Not allocated	5,000	5,000	857	1,713	5,000	
681.000	Seminars/Professional Development	4,500	4,500	6,841	13,682	12,000	
681.100	Travel/Conferences	-	-	-	-	-	
685.000	Employee Appreciation dinner	-	-	-	-	-	
685.010	Employee Recognition	-	-	-	-	-	
690.000	Memberships, Dues & Subscriptions	18,000	18,000	12,970	25,940	18,000	
695.000	Personnel Administration	500	500	-	-	500	
695.010	Personnel Admin - Testing/Exams	1,500	1,500	-	-	1,500	
696.000	Recruiting Expense	1,500	1,500	-	-	1,500	
696.010	Recruiting Exp-Supplies	500	500	-	-	500	
710.000	Insurance Premiums	6,000	6,000	-	-	6,000	
730.000	Office Supplies	8,000	8,000	3,568	7,137	8,000	
760.000	Contractual Services-Outside Services	25,000	25,000	12,513	25,026	25,000	
760.010	Contractual Services -Temp. Services	-	-	16,861	33,722	15,000	
760.030	Contractual Services - Professional Services	35,000	35,000	10,367	20,733	35,000	
762.000	Contractual-Legal Services	50,000	50,000	25,700	51,401	50,000	
765.000	Miscellaneous Expenses	500	500	-	-	500	
765.010	Bank Service Charges	2,000	2,000	(17)	(33)	2,000	
765.020	Merchant Credit Card Processing Fees	500	500	-	-	500	
765.100	Penalties/Finance Chgs.	500	500	-	-	500	
765.200	Payroll Processing Fee	2,000	2,000	960	1,921	2,000	
770.000	Operating Equipment - Maintenance	1,500	1,500	1,127	2,254	2,500	
770.010	Office Rental	96,000	96,000	46,400	92,801	98,000	
771.000	Equipment Rental	500	500	709	1,418	1,500	
780.000	Repairs and Maintenance (Office Equip.)	1,500	1,500	214	429	1,500	
782.010	Electric Charges	-	-	-	-	-	
782.020	Water Charges	-	-	-	-	-	
784.900	LAFCO Fees	7,000	7,000	4,604	4,604	7,000	
785.000	Property Tax Admin Costs	-	-	13,744	13,744	15,000	
MAINTENANCE AND OPERATIONS		286,700	286,700	166,071	313,794	334,700	-

SAN MATEO COUNTY HARBOR DISTRICT

DRAFT PRELIMINARY BUDGET FY 2010-2011

ACCOUNT NUMBER	DESCRIPTION ADMINISTRATION	2009-10 ORIGINAL BUDGET	2009-10 AMENDED BUDGET	2009-10 YEAR TO DATE THRU 12/31/09	2009-10 PROJECTED ANNUAL	2010-11 DRAFT PRELIM BUDGET	2009-10 CARRY OVER FUND
	DEPRECIATION EXPENSE						
789.000	Depreciation Expense	2,363	2,363	1,250	2,500	2,500	
	DEPRECIATION EXPENSE	2,363	2,363	1,250	2,500	2,500	
	OPEB RESERVE	166,340	166,340	83,170	166,340		
	CAPITAL OUTLAY						
801.003	Computer - Hardware	10,000	10,000	30,274	30,274	10,000	
801.004	Computer - Software	10,000	10,000	281	563	10,000	
845.000	Office Equipment	-	-	-	-	-	
850.000	Office Furniture and Fixtures	1,500	1,500	325	650	1,500	
	CAPITAL OUTLAY	21,500	21,500	30,880	31,486	21,500	-
	ADMINISTRATION TOTAL	1,396,755	1,396,755	685,013	1,311,048	1,255,299	-

Administration

2010-2011

1. For FY2010-11, the Administration budget for personnel and related costs is \$897 thousand versus \$920 thousand for the FY2009-10 budget. This \$23 thousand dollar decrease is primarily due to \$40 thousand in savings for health insurance, due to staff opting for payouts instead of coverage.
2. Annual OPEB expense is \$50 thousand.
3. Maintenance and operations costs, excluding wages and benefits, are projected to increase \$50 thousand over the FY2009-10 budget. Professional services are budgeted to increase \$15 thousand due to an anticipated conversion of the District's harbor financial software in FY2010-11. Office rent is projected to increase \$6 thousand over FY2009-10, and San Mateo County's Property Tax Administration charges have finally been added as a budget line item for \$15 thousand. This item has been incurred every year but was never put in the budget. The auditors have indicated they would like to see this item broken out as a separate expense instead of being netted from the gross property tax revenues.
4. Capital Outlay continues to be budgeted at \$21 thousand. This is the annual roll forward for potential computer hardware and software finance operating systems. For FY2010-11 it is anticipated these monies will be used for any conversions that need to take place in the District's software and hardware systems.

HARBOR COMMISSION

SAN MATEO COUNTY HARBOR DISTRICT

DRAFT PRELIMINARY BUDGET FY 2010-2011

ACCOUNT NUMBER	DESCRIPTION HARBOR COMMISSION	2009-10 ORIGINAL BUDGET	2009-10 AMENDED BUDGET	2009-10 YEAR TO DATE THRU 12/31/09	2009-10 PROJECTED ANNUAL	2010-11 DRAFT PRELIM BUDGET	2009-10 CARRY OVER FUND
PERSONNEL AND RELATED COSTS							
510.000	Salaries and Wages	36,000	36,000	18,000	36,000	36,000	
	Salaries and Wages Summary	36,000	36,000	18,000	36,000	36,000	-
520.000	Retirement-EE	600	600	288	576	600	
520.001	Retirement-ER	1,000	1,000	503	1,006	1,000	
522.000	Social Security Insurance	1,800	1,800	893	1,786	1,800	
522.010	Medicare Tax	600	600	261	522	600	
523.000	Health Insurance	44,827	44,827	20,608	41,216	45,000	
523.001	Health Ins.-Employee Reimbursement	-	-	-	-	-	
523.002	Health Insurance - Retirees	(9,161)	(9,161)	4,164	8,328	10,000	
523.003	Health Ins.-Commissioner Cost Reimbursement	20,000	20,000	5,595	11,190	20,000	
523.005	Health Ins.- OPEB Accrual	7,065	7,065	3,532	7,065	7,065	
523.008	Health Insurance-OPEB Credit for Out-of-Pocket Payment	-	-	-	-	(10,000)	
523.009	Life Insurance-OPEB Credit for Out-of-Pocket Payment	-	-	-	-	-	
523.010	Life Insurance	500	500	182	365	500	
523.011	Life Insurance-Retirees	-	-	-	-	-	
524.000	Workers Compensation Insurance	1,000	1,000	500	1,000	1,000	
525.000	Wellness Program	1,000	1,000	-	-	1,000	
525.010	Employee Assistance Program	500	500	277	554	500	
	Benefits Summary	69,731	69,731	36,803	73,606	79,065	-
	PERSONNEL AND RELATED COSTS	105,731	105,731	54,803	109,606	115,065	-
MAINTENANCE AND OPERATIONS							
640.000	Advertising & Promotion	2,000	2,000	811	1,622	2,000	
650.999	Auto Mileage-Not allocated	750	750	281	561	750	
	Travel-CMANC DC Trip-HC	-	-	-	-	-	
680.999	Travel, Conferences & Meetings-Not allocated	1,000	1,000	275	550	1,000	
681.000	Seminars/Professional Development	500	500	-	-	500	
685.000	Employee Appreciation Dinner	3,800	3,800	-	-	3,800	
685.010	Employee Recognition	500	500	-	-	500	
690.000	Membership Dues & Subscript	500	500	247	494	500	
700.000	Elections	300,000	300,000	125,000	250,000	-	
710.000	Insurance Premiums	12,000	12,000	5,000	10,000	12,000	
730.000	Office Supplies	500	500	431	862	500	
760.030	Contractual Service-Professional	500	500	1,485	2,970	500	
762.000	Contractual Retained counsel	500	500	-	-	500	
765.000	Miscellaneous Exp	1,000	1,000	-	-	1,000	
765.200	Payroll Processing Fee	1,000	1,000	566	1,132	1,000	
	MAINTENANCE AND OPERATIONS	324,550	324,550	134,096	268,192	24,550	-
	OPEB RESERVE	145,437	145,437	72,719	145,437		
	HARBOR COMMISSION TOTAL	575,718	575,718	261,617	523,235	139,615	-

Harbor Commission

2010-2011

1. For FY2010-11, the Commission budget for personnel and related costs are budgeted to be \$115 thousand versus \$105 thousand for the FY2009-10 budget, due to an expected increase in health insurance costs.
2. Maintenance and operations costs, excluding wages and benefits, are budgeted at \$325 thousand which is the same as the FY2009-10 budget. This includes Elections expense budget of \$300 thousand. Without the elections expense, maintenance and operations expense would be approximately \$25 thousand.
3. Total Commission budget for FY2010-11 is \$440 thousand compared with \$576 thousand for FY2009-10 budget. Of the \$136 thousand difference, \$145 thousand is due to the OPEB reserve being set aside in FY2009-10 for previously accrued liabilities. Since this amount is being set aside in FY2009-10, the only monies that need to be set aside in FY2010-11 are the current year's expense, which is under \$10 thousand for the Harbor Commission.

SAN MATEO COUNTY HARBOR DISTRICT

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



CAPITAL IMPROVEMENT PROJECTS

DRAFT PRELIMINARY BUDGET FY 2010-2011

FACILITY	Budgeted Projects	Estimated	Combined
		Carryover	Capital Projects
PILLAR POINT HARBOR			
Capital Outlay - PPH			
Computer Hardware/Software	30,000	-	30,000
Facility Fixtures/Landscaping	50,000	75,000	125,000
Patrol Boat	-	-	-
Interpretive Signs	20,000	-	20,000
New Transformer Boxes	-	24,000	24,000
Total Capital Outlay - PPH	100,000	99,000	199,000
Capital Projects - PPH			
Fish Buyers Bldg Repairs	75,000	-	75,000
71 Addl Berths, Bulkhead, Harbormaster	-	462,617	-
PPH Warehouse Repairs	40,000	-	40,000
PPH Harbormaster's Office Repairs	40,000	-	40,000
PPH - Lessee Sidewalk Expansion	-	115,000	115,000
Dredge Launch Ramp	20,000	-	20,000
Median Strip	-	-	-
Total Capital Projects - PPH	175,000	577,617	752,617
TOTAL - PILLAR POINT HARBOR	275,000	676,617	951,617
OYSTER POINT MARINA/PARK			
Capital Outlay - OPM			
Computer Hardware and Software	25,000	-	25,000
Harbor/Marina Equipment	5,000	-	5,000
Facilities, Fixtures, Landscaping	5,000	-	5,000
Dock Repairs/Equipment	10,000	-	10,000
Total Capital Outlay - OPM	45,000	-	45,000
Capital Projects - OPM			
Dredging - OPM: East Basin Maintenance	-	630,000	630,000
Dock Reconstruction-Wave Attenuators (District Share)	160,000	-	160,000
West Basin Power Centers	180,000	-	180,000
OPM Parcel Development - Office/Retail	20,000	-	20,000
Total Capital Projects - OPM	360,000	630,000	990,000
TOTAL - OYSTER POINT MARINA/PARK	405,000	630,000	1,035,000
ADMINISTRATION			
Capital Outlay - Admin			
Computer - Hardware	10,000	-	10,000
Computer - Software	10,000	-	10,000
Office Equipment	-	-	-
Office Furniture and Fixtures	1,500	-	1,500
Total Capital Outlay - Admin	21,500	-	21,500
TOTAL - DISTRICT	701,500	1,306,617	2,008,117