

SAN MATEO COUNTY HARBOR DISTRICT
FINAL OPERATING AND CAPITAL BUDGET
2017/18 FISCAL YEAR

**“To assure that the public is provided with clean, safe, well-managed,
financially sound and environmentally pleasant marinas.”**

BOARD OF COMMISSISONERS:

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

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FINAL OPERATING AND CAPITAL BUDGET 2017/18 FISCAL YEAR

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FINAL OPERATING AND CAPITAL BUDGET 2017/18 FISCAL YEAR

Background and Outlook

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SAN MATEO COUNTY HARBOR DISTRICT FINAL OPERATING AND CAPITAL BUDGET FOR THE 2017/18 FISCAL YEAR

BOARD OF COMMISSISONERS:

Tom Mattusch, President
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STAFF:

Steve McGrath, General Manager
John Moren, Director of Operations
Anita Pyle, Director of Administrative Services
Boomer Henthorne, Accounting Manager
David Doyle, Accountant
Lau Hodges, Administrative Analyst
Glenn Lazof, Administrative Consultant (RGS)

BACKGROUND

Harbor District's Scope of Operations:

The San Mateo County Harbor District is an independent special district created by San Mateo County in 1933 "to assure that the public is provided with clean, safe, well-managed, financially sound and environmentally pleasant marinas". The District is governed by a five-member Board of Harbor Commissioners (Board) and its jurisdiction is coterminous with that of San Mateo County.

The District presently operates two harbors. Pillar Point Harbor, located in the unincorporated community of Princeton on Half Moon Bay approximately twenty-five miles south of the City of San Francisco, is a 369-berth commercial fishing harbor that also supports sport fishing and recreational boating. Oyster Point Marina/Park consists of a 455-berth recreational marina, public beach and bayside park located in the City of South San Francisco. The District operates Oyster Point Marina/Park under a Joint Powers Agreement with South San Francisco, which owns the facility.

In 1948, the District created a harbor of safe refuge for the fishing fleet at Pillar Point per the State of California Harbors and Navigation Code Section 70.5. A federal breakwater was built by the Army Corps of Engineers in 1959-61, with an extension in 1967. The District constructed the harbor's docks and berths in the 1980s, along with a second, inner breakwater to provide further protection. This later work was financed by loans from the California Department of Boating and Waterways (DBW), now a Division of the State Parks Department.

In 1977, the District assumed operational control over the City of South San Francisco's Oyster Point Marina/Park. A Joint Powers Agreement was executed, giving the District the authority to improve and complete construction of a 600-berth recreational marina. Full build-out was accomplished during the 1980s again with loans from DBW. On Board action on April 6, 2016, all DBW loans were paid off in their entirety, three and a half years early.

The District operates both as an **enterprise agency** (generating revenue through fees) and as a provider of **public services** (non-revenue generating services that are made available to the public). Enterprise revenue is generated primarily from berth rentals, live aboard fees, boat launch fees, property rentals, and permit fees all of which go toward operational expenses. These enterprise revenues and expenses are shown in this Final Budget.

In addition, the District contributes substantial resources, both monetary and staff time, towards providing services and maintaining several public facilities and activities. Including:

- Coastal Trail access and maintenance
- Beach access
- Public fishing piers
- Park and landscape maintenance
- Public parking
- Trash removal
- Bay Trail access and maintenance
- Search and rescue operations
- Toxic environmental clean-up
- Public events
- Public restrooms
- Public education and outreach

These public services and activities serve a broad segment of San Mateo County's population and visitors. 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 San Mateo County, to offset the costs of providing these popular facilities and services. The District has partnered with the federal government on addressing beach erosion and repair of the Coastal Trail. These projects have significant community interest and affect a wide range of visitors to Pillar Point Harbor. These public revenues and expenses are shown in this Final Budget.

In addition to operational responsibilities at Pillar Point Harbor and Oyster Point Marina/Park, the District assists other agencies including the City of San Francisco with vessel traffic control during major events and the US Coast Guard out of Yerba Buena Island in San Francisco Bay with search and rescue operations. Oyster Point Marina/Park also assists San Mateo County communities having San Francisco Bay shorelines with water transit-related emergency preparation and response. Lastly, the District hopes to join the municipalities of San Mateo County in addressing the challenges of climate change, specifically adapting to sea level rise.

DISTRICT FINANCIAL HIGHLIGHTS

Capital Improvements:

The Harbor District continues to maintain and enhance its harbor, water and land based facilities. Upon periodic review of facility condition surveys, the District continues to update its schedule of capital improvement and repair needs in coordination with the budget process. The Fiscal Year 2017/18 Final Budget proposes an ambitious program of capital improvements, in excess of \$5.5 million at Pillar Point Harbor, and \$1.9 million at Oyster Point Marina/Park. Capital improvements exceeding \$36 Million are projected over the next five years.

SHORT TERM FACTORS INFLUENCING DECISIONS

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

Oyster Point Marina/Park:

The Joint Powers Agreement with the City of South San Francisco expires in 2026. In 2017 a proposed research and development project, resulting in a large-scale office development, will be breaking ground at Oyster Point. The Harbor District is engaged in discussions with South San Francisco to chart the District's role in the future management of the marina and landside responsibilities.

This development is anticipated at the west end of the site, and with future termination of the assigned leases, revenue will be affected, and reflected in this budget. There will be an impact on tenants, which may affect occupancy, in addition to impacts that we cannot currently anticipate.

For budget purposes, the assumption is that when construction begins, revenue from some parcels will end. There will be some offset from Oyster Point resources which will no longer be used for landside maintenance and will be transferred to Pillar Point Harbor.

Staffing:

The District is beginning the new fiscal year fully staffed. This includes positions long filled by temporary or interim positions. While much of the staff is new, we anticipate steady improvement in the District's ability to maintain and improve facilities as well as to initiate and complete administrative and financial projects.

Ordinances:

Staff will continue recommended revisions to District ordinances. Specifically, Staff will be reviewing the bail schedule for citations issued by the Harbor Patrol. Some of these citation amounts are outdated and have not kept up with mandatory distributions to San Mateo County and the State of California. Others may be insufficient to deter violations.

Leases:

Staff will be reviewing leases, with the aim of achieving compliance with the terms and conditions of each lease and proper payment of rents due.

BUDGET HIGHLIGHTS

What is a Budget?

A budget is an itemized summary of estimated revenues and expenditures for a given period of time. The District operates on a fiscal year commencing July 1 and ending on June 30. This budget represents Staff's best estimate of the expenditures needed to operate and maintain District facilities for Fiscal Year 2017/18 (FY17/18).

However, 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 costs considered essential to the successful operation of the District for the year. It is subject to amendment, when circumstances warrant, e.g., responding to unanticipated emergency events, such as storm damage to facilities or a toxic spill. When unexpected or unplanned events occur, Staff requests the Commission to amend the original adopted budget.

Estimated Revenue:

Total revenue for FY17/18 is projected to be \$11,087,022. This figure is composed of projected revenues from harbor users of \$4,523,922 and non-operating revenues

projected to be \$6,563,300 of which property taxes are the majority. Total revenues are conservatively projected to exceed the FY16/17 adopted budget by 6%.

Estimated Expenses:

Expenditures for FY17/18 are projected to be \$14,998,682. Of this amount, operating expenditures are projected to be \$7,509,182 and capital improvement projects are projected to be \$7,489,500.

Reserves:

Capital improvements are funded in part by net operating revenue, and in part by a reduction in reserves of \$3,911,460 for a projected reserve balance at June 30, 2018 of \$13,407,363. This reserve projection assumes:

- 1) Staff is successful in completing the ambitious capital improvements plan;
- 2) Revenues do not exceed the conservative projections reflected in the Budget;
- 3) 100% of projected operating expenditures, including that there are no staff vacancies, are expended.

OUTLOOK

The financial outlook for the District is sound. The District has eliminated its debt and is seeking new ways to increase and diversify its revenues. This will allow the District to respond, cost-effectively, to the opportunities and challenges arising from Pillar Point Harbor's growing reputation as a coastal tourist destination. The District will continue to work closely with the City of South San Francisco to promote development opportunities at Oyster Point Marina/Park.

Beyond these revenue diversification opportunities, the District is focused on providing the public with clean and environmentally pleasant facilities. Both harbors will continue to maintain their respective Clean Marina Certifications and plan to work 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 other public entities to continue to address the serious climate change challenges facing San Mateo County, specifically sea level rise.

One area of fiscal concern is election costs. The final cost of the 2016 election, as charged by the County, was over \$750,000, representing 23% of the approved FY16/17 budget for all non-personnel operating costs. The rate of increase every four years is both staggering and unsustainable. The District has responded by working with other special districts to reduce costs and by setting aside an election reserve in non-elective years (such as FY17/18) to mitigate the impact on operations.

With this Final Budget for FY17/18, staff has, for the second year, identified and allocated revenues and expenses to both enterprise (revenue generating) and public (non-revenue generating) 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 San Mateo residents and visitors alike who come to enjoy the harbors, parks and shoreline areas the District is proud to maintain and offer.

ACKNOWLEDGEMENTS

Preparation of the Budget, as always, has been a team effort of the Commissioners, Management and Staff.



FINAL OPERATING AND CAPITAL BUDGET 2017/18 FISCAL YEAR

Budget: Narrative

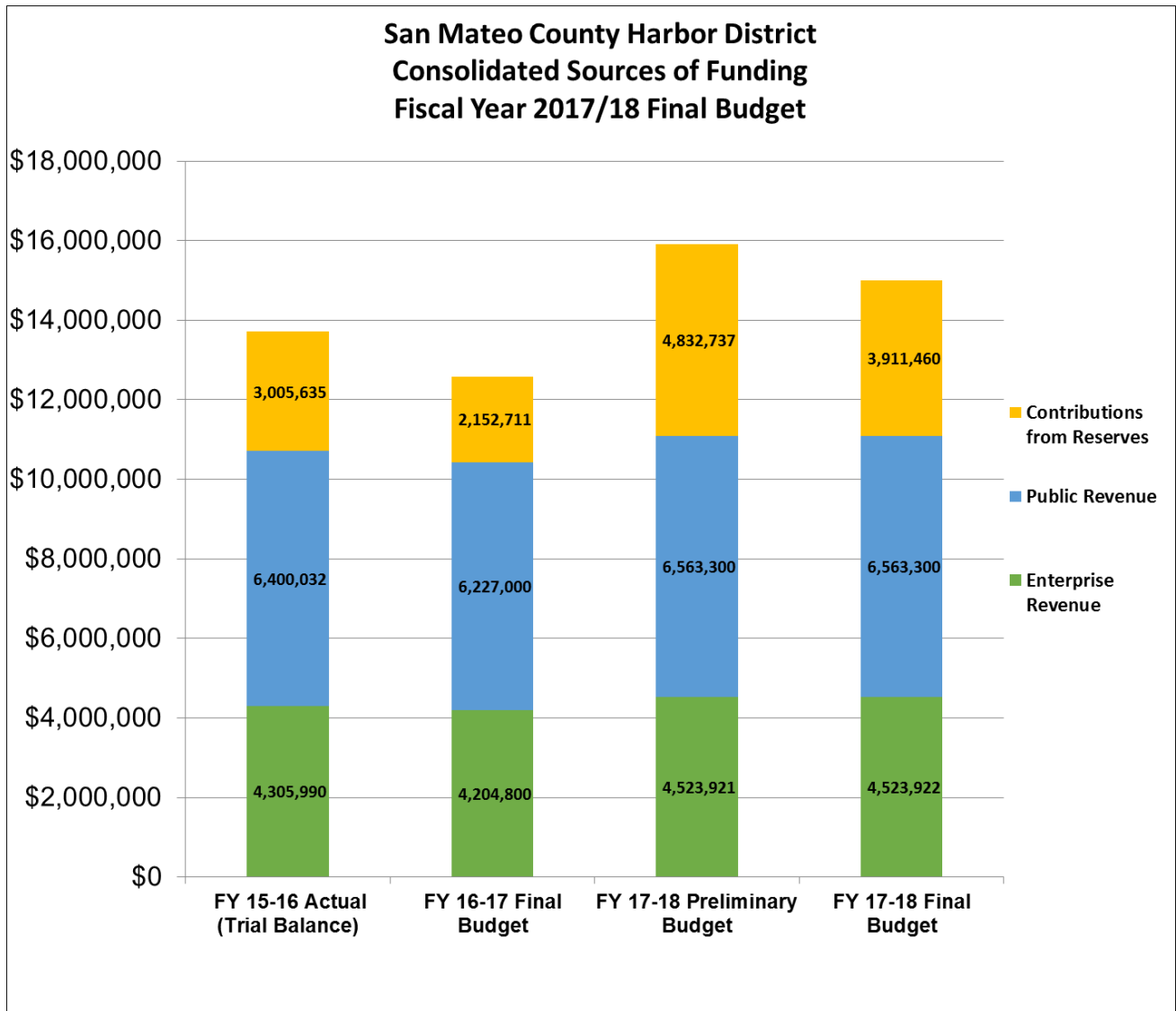
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The chart below shows how the FY17/18 Final Budget (highlighted) compares to budgets of previous fiscal years and the FY17/18 Adopted Preliminary Budget. The column furthest to the right represents the percentage change from the Preliminary Budget to Final Budget.

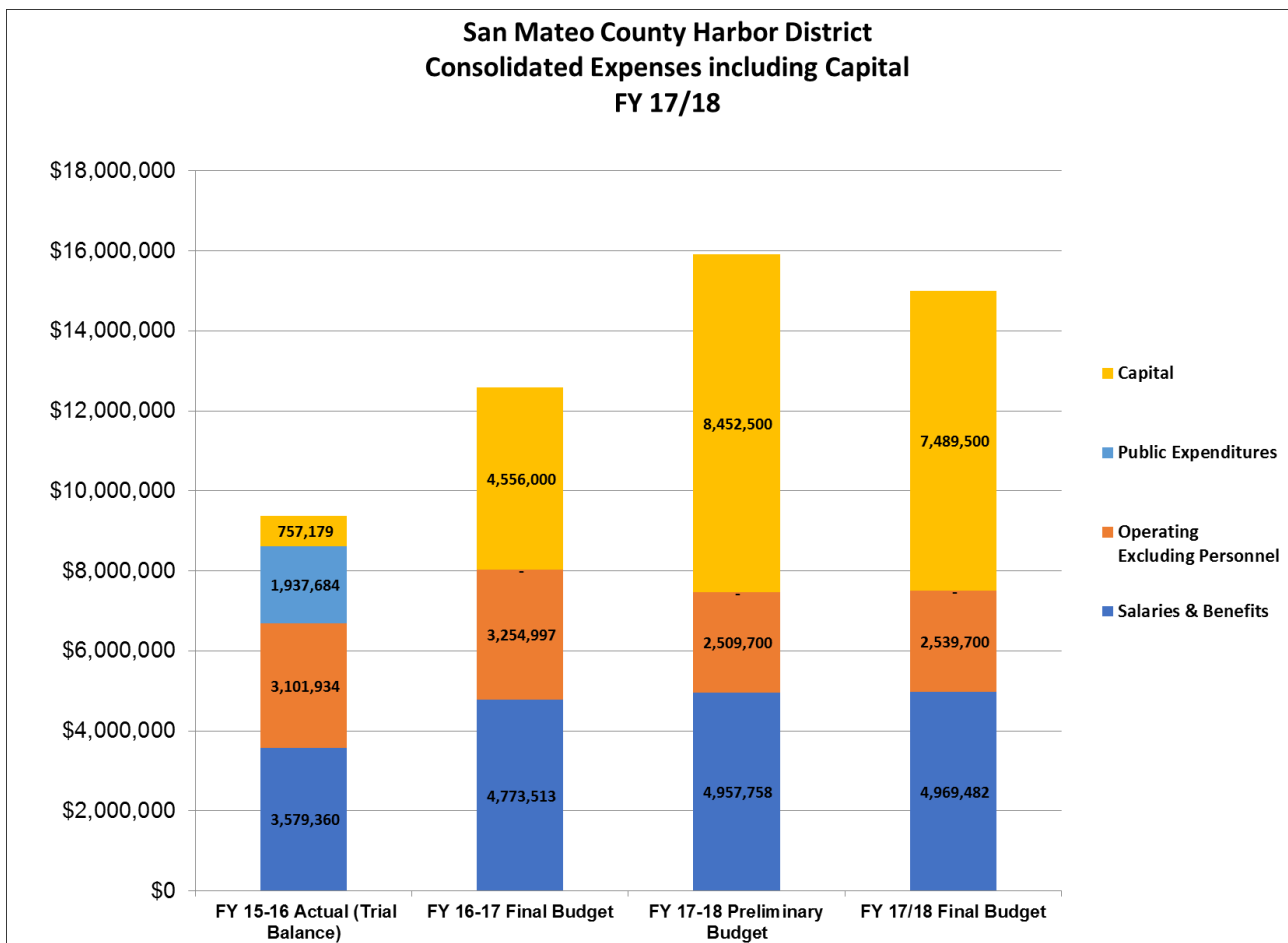
**San Mateo County Harbor District
Consolidated Budget
Fiscal Year 17-18 Final Budget
Summary Annual Comparison**

	FY 15/16 Actual (Trial Balance)	FY 16/17 Final Budget	Adopted Preliminary FY 17/18	FY 17/18 Final Budget	Variance	%
Revenue:						
Enterprise Revenues	\$ 4,305,990	\$ 4,204,800	\$ 4,523,921	\$ 4,523,922	\$ (1)	0%
Public Revenue	\$ 6,400,032	\$ 6,227,000	\$ 6,563,300	\$ 6,563,300	\$ 0	0%
Total Revenues:	\$ 10,706,022	\$ 10,431,800	\$ 11,087,222	\$ 11,087,222	\$ 0	0%
Expense:						
Salaries and Benefits	\$ 3,579,360	\$ 4,773,513	\$ 4,957,758	\$ 4,969,482	\$ 11,724	0%
Operating Excluding Personnel	\$ 3,101,934	\$ 3,254,997	\$ 2,509,700	\$ 2,539,700	\$ 30,000	1%
Total Operating Expense	\$ 6,681,294	\$ 8,028,511	\$ 7,467,458	\$ 7,509,182	\$ 41,724	\$ 0
Net Operating Profit/(Loss)	\$ 4,024,728	\$ 2,403,289	\$ 3,619,764	\$ 3,578,040	\$ (41,724)	-1%
Non - Operating Expense (Debt)	\$ 1,937,684	\$ -	\$ -	\$ -		
Capital Expenditures	\$ 757,179	\$ 4,556,000	\$ 8,452,500	\$ 7,489,500	\$ (963,000)	-11%
Total Expenditures	\$ 9,376,157	\$ 12,584,511	\$ 15,919,958	\$ 14,998,682	\$ (921,276)	-6%
Net of Balance Sheet Cash Flow	\$ 4,335,500					
Increase (Reduction) to Reserve	\$ (3,005,635)	\$ (2,152,711)	\$ (4,832,737)	\$ (3,911,460)	\$ 921,277	-19%
			\$ -	\$ -		
Total Reserves	\$ 14,595,363	\$ 12,247,289	\$ 12,210,263	\$ 13,407,363	\$ 1,197,100	10%

The chart below reflects sources of funding (enterprise, non-operating, and contribution from reserves) from FY15/16, FY16/17 and the Final budget from FY17/18.



The following chart displays consolidated expenses over the same three-year period. Note the non-operating expense in FY15/16 represents loan payments.



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**FINAL OPERATING AND CAPITAL BUDGET
2017/18 FISCAL YEAR**

Budget: Consolidated

**San Mateo County Harbor District
Consolidated Budget
Fiscal Year 2017/18 Final Budget
Consolidated Detail Annual Comparison**

	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Final Adopted Budget	FY 17-18 Adopted Preliminary	FY 17-18 Final	% Change Preliminary to Final	% Change Final 17-18 to Adopted 16-17
Revenues:							
Enterprise Revenues							
Berth / Slip Fees	2,641,370.84	2,808,077	2,816,167	3,052,000	3,052,000	0%	8%
Leases and CAPs	11,359	752,606	711,528	589,000	589,000	0%	-17%
Live Aboard	8,602	310,776	306,000	397,215	397,216	0%	30%
Dist RV Lot & Launch Fees	29,098	183,127	162,033	245,706	245,706	0%	52%
Events	7,850	35,740	39,992	30,000	30,000	0%	-25%
DBW Vessel Grants	7,700	143,386	93,000	110,000	110,000	0%	18%
Misc. Enterprise Fees	11,915	72,278	76,080	100,000	100,000	0%	31%
Enterprise Revenue Subtotal	2,717,895	\$ 4,305,990	\$ 4,204,800	\$ 4,523,921	\$ 4,523,922	0%	8%
Non-Operating Revenue							
Tax Revenue	99,749	6,014,912	6,127,000	6,500,000	6,500,000	0%	6%
Interest Income	65,259	123,968	63,000	53,300	53,300	0%	-15%
Misc. Other Rev	35,876	261,152	37,000	10,000	10,000	0%	-73%
Non-Operating Revenue Subtotal	5,853,653	\$ 6,400,032	\$ 6,227,000	\$ 6,563,300	\$ 6,563,300	0%	5%
Total Revenues:	8,571,548	\$ 10,706,022	\$ 10,431,800	\$ 11,087,221	\$ 11,087,222	0%	6%
Expenses							
Salaries/Benefits:							
Salaries and Wages	653,959	2,200,757	2,935,225	3,129,000	3,140,514	0%	7%
Benefits - Current Employee	41,894	1,216,555	1,592,665	1,638,550	1,638,759	0%	3%
Benefits - Retired/Former Emp	226,734	162,047	245,624	190,209	190,209	0%	-23%
Total (Salaries/Benefits)	\$ 4,303,919	\$ 3,579,360	\$ 4,773,513	\$ 4,957,758	\$ 4,969,482	0%	4%
Operating Expenses							
Payments To Other Agencies	19,882	96,796	658,500	63,000	69,000	10%	-90%
Utilities	2,224	452,343	405,500	411,000	435,000	6%	7%
Contract Services	43,036	822,872	500,700	423,000	423,000	0%	-16%
Legal	4,865	383,763	383,000	484,000	484,000	0%	26%
Property / Liability Insurance	-	250,381	237,000	114,000	114,000	0%	-52%
Repairs & Maint - Routine	12,655	144,174	246,000	209,500	209,500	0%	-15%
Office / Equipment Rents	-	101,286	111,900	124,000	124,000	0%	11%
IT	-	81,111	149,600	156,000	156,000	0%	4%
Financial Service Fees	468,480	49,293	61,200	61,200	61,200	0%	0%
Operating Expenses	433,552	123,776	160,900	156,000	156,000	0%	-3%
Travel and Training	33,492	22,438	58,300	57,000	57,000	0%	-2%
Advertising and Promotion	32,027	19,222	26,897	16,000	16,000	0%	-41%
Personnel Administration	4,149	19,912	29,000	28,000	28,000	0%	-3%
Vessel Destruction	66	84,893	93,000	110,000	110,000	0%	18%
Memberships & Subscriptions	27,674	12,874	24,600	10,000	10,000	0%	-59%
Claims Settlement	-	97,750	-	10,000	10,000	0%	-
Bad Debts	261,528	112,593	80,800	50,000	50,000	0%	-38%
Miscellaneous Expenses	6,182	21,541	28,100	27,000	27,000	0%	-4%
Loan Interest	8,682	204,915	-	-	-	NA	0%
Total Operating (Excluding Wages and Benefits)	\$ 1,358,494	\$ 3,101,934	\$ 3,254,997	\$ 2,509,700	\$ 2,539,700	1%	-22%
Operating Net (Deficit)	\$ 2,909,135	\$ 4,024,728	\$ 2,403,289	\$ 3,619,763	\$ 3,578,040	-1%	49%
Non-Operating:							
Depreciation Expense	-	-	-	-	-	-	-
Interest Expense-Cal Boating	272,573	272,573	-	-	-	-	-
Principal-Cal Boating	1,665,111	1,665,111	-	-	-	-	-
Correcting JE Acct	-	0	-	-	-	-	-
Total (Non-Operating)	\$ 1,937,684	\$ 1,937,684	\$ -	\$ -	\$ -	\$ -	-

**San Mateo County Harbor District
Consolidated Budget
Fiscal Year 2017/18 Final Budget
Consolidated Detail Annual Comparison**

	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Final Adopted Budget	FY 17-18 Adopted Preliminary	FY 17-18 Final	% Change Preliminary to Final	% Change Final 17-18 to Adopted 16-17
Capital Expenditures:							-
Sidewalk and Improvements Promenade, Parking Lots: Pillar Point	-	\$ -	\$ -	\$ 750,000	\$ 750,000	0%	NA
Laundry, public and tenant restroom Eng/ Design : Pillar Point Harbor	5,124	\$ 257,375	\$ -	\$ -	\$ 25,000	NA	NA
Truck : Pillar Point Harbor	-	-	40,000	-	-	NA	NA
Entry Signs : Pillar Point Harbor	2,524	212	-	30,000	25,000	-17%	NA
Signs-Facility : Pillar Point Harbor	-	514	-	-	-	NA	NA
Hoist Dock Replacement : Pillar Point Harbor	-	48,125	-	-	-	-	NA
Oil Spill Trailers : Pillar Point Harbor	-	-	18,000	-	-	-	NA
Flow Meters-Sewer Lift Station : Pillar Point Harbor	-	-	50,000	-	-	-	NA
Light Pole Retrofits : Pillar Point Harbor	-	-	150,000	275,000	275,000	0%	83%
Paving : Pillar Point Harbor	-	-	200,000	100,000	25,000	-75%	-88%
Transformers : Pillar Point Harbor	-	-	150,000	425,000	-	-	-100%
Johnson Pier Work Dock Area - Pillar Point Harbor	-	-	100,000	200,000	25,000	-88%	NA
Dock Fingers : Pillar Point Harbor	-	-	600,000	-	-	-	NA
West Trail Pillar Point Harbor	27,410	-	235,000	1,000,000	100,000	-90%	-57%
H Dock Reconstruction design/engineering: Pillar Point Harbor	-	-	75,000	1,500,000	1,515,000	1%	1920%
Launch Ramp Restroom Include Design/Engineer : Pillar Point Harbor	-	-	50,000	200,000	100,000	-50%	100%
Trench Drain Boat Ramp : Pillar Point Harbor	-	-	40,000	-	-	NA	-100%
Johnson Pier Utility Upgrades - PPH : Pillar Point Harbor	-	-	-	-	225,000	-	NA
Harbor Office Remodel : Pillar Point Harbor	-	-	50,000	50,000	25,000	-50%	-50%
Lessee Sidewalk : Pillar Point Harbor	-	-	150,000.00	-	-	-	NA
Sewer System Replacement : Pillar Point Harbor	-	-	-	-	-	-	NA
North HMB Shoreline Improvmt : Pillar Point Harbor	-	369,075	-	-	-	-	NA
Patrol Boat : Pillar Point Harbor	-	-	350,000	100,000	200,000	100%	-43%
Harbormaster Building (Design, funding others) : Oyster Point Marina	-	30,865	-	-	15,000	NA	NA
Facility Fixtures/Landscaping : Oyster Point Marina	-	-	15,000	-	-	-	NA
Dock Repairs/Equipment : Oyster Point Marina	-	-	-	-	-	-	NA
Truck : Oyster Point Marina	-	-	40,000	-	-	-	NA
Signs-Facility : Oyster Point Marina	-	-	-	-	-	-	NA
Oil Spill Trailers : Oyster Point Marina	-	-	18,000	-	-	-	NA
Bait Shop Building : Oyster Point Marina	40	-	60,000	-	60,000	NA	NA
Paving Maintenance : Oyster Point Marina	-	-	163,000	-	-	-	NA
Transformers Dock 1-6 OPM : Oyster Point Marina	-	-	250,000	-	-	NA	NA
Paving - Storm Water : Oyster Point Marina	-	-	40,000	-	-	NA	NA
Dock Replace 14 OPM : Oyster Point Marina	-	-	200,000	150,000	-	-100%	-100%
OPM Dock 12 Design Constr St 17/18	-	-	-	1,330,000	1,355,000	2%	N/A
40,000 sq foot Parcel Planning	-	-	-	-	25,000	NA	NA
Pier Deck and Piling Replace : Pillar Point Harbor	-	-	250,000	-	-	NA	NA
Electrical Underground : Pillar Point Harbor	-	-	75,000	-	-	NA	NA
Replace Water to Floats Pier : Pillar Point Harbor	-	-	10,000	-	-	NA	NA
PPH Fishing Pier : Pillar Point Harbor	152,663	-	100,000	500,000	500,000	0%	400%
Mooring Replacements : Pillar Point Harbor	-	-	25,000	20,000	20,000	0%	-20%
Fishing Pier Rip Rap PPH : Pillar Point Harbor	28,946	-	25,000	-	-	NA	NA
Fish Buyers Bldg. Repairs : Pillar Point Harbor	-	-	27,000	-	-	NA	NA
PPH Piling Replace : Pillar Point Harbor	-	-	20,000	-	-	NA	NA
Launch Ramp (Strip, Drains, Rip Rap): Pillar Point Harbor	16,495	-	10,000	-	100,000	NA	NA
Dredging Services : Pillar Point Harbor	-	-	200,000	302,500	100,000	-67%	-50%
Romeo Pier Demolition : Pillar Point Harbor	193	51,013	625,000	1,000,000	1,500,000	50%	140%
Storm Drain PPH : Pillar Point Harbor	-	-	60,000	-	-	NA	NA
Maintenance Building : Oyster Point Marina	-	-	20,000	-	-	NA	NA
Dredging Services : Oyster Point Marina	-	-	65,000	500,000	501,500	0%	672%
Culvert Catch Basin filtration/ separators	-	-	-	20,000	20,000	0%	NA
Admin office remodel	-	-	-	-	3,000	NA	NA
Total (Capital Expenditures)	\$ 233,395	\$ 757,179	\$ 4,556,000	\$ 8,452,500	\$ 7,489,500	-11%	64%
Total All Expenses:	\$ 7,833,492	\$ 9,376,157	\$ 12,584,511	\$ 15,919,958	\$ 14,998,682	-6%	19%
Net of Balance Sheet Cash Flows		\$ 4,335,500					
Increase (Reduction) to Reserves	\$ 738,056	\$ (3,005,635)	\$ (2,152,711)	\$ (4,832,737)	\$ (3,911,460)	-19%	82%
	\$ 1,204,194		\$ -				-
Reserves							
Restricted for Debt Service -DBW Loan Collateral	1,701,349	-	0	-	-		
Debt Service Liability -DBW Loan Payment due 12/31/2015	1,393,094	-	0	-	-		
Committed for Emergency Reserve	1,619,464	1,619,464	-	-	-	NA	NA
Committed Reserve for District Office	1,526,217	1,526,217	1,526,217	1,526,217	1,526,217	0%	0%
Assigned Reserve for Vehicle/ Vessel Assets	-	-	-	14,117	14,117	0%	NA
Capital Asset Replacement Reserve	586,500	586,500	-	4,010	4,010	0%	NA
Multi Year Obligation Reserve	-	-	-	-	-	NA	NA
Election Reserve	-	-	-	162,500	375,000	131%	NA
Assigned for Encumbrances	431,217	500,000	-	-	-	NA	NA
Assigned for Payable Liability	251,873	300,000	472,506	-	-	NA	NA
Assigned for Customer Deposits and Pre-Payments	547,940	500,000	291,647	529,169	516,208	-2%	77%
Assigned for Funded Termination Benefit Liability	4,315,710	3,795,197	3,016,578	3,690,808	3,845,254	4%	27%
Unassigned	5,227,632	5,767,985	6,940,341	6,283,441	7,126,557	13%	3%
Total All Reserves:	\$ 17,600,996	\$ 14,595,363	\$ 12,247,289	\$ 12,210,263	\$ 13,407,363	10%	9%

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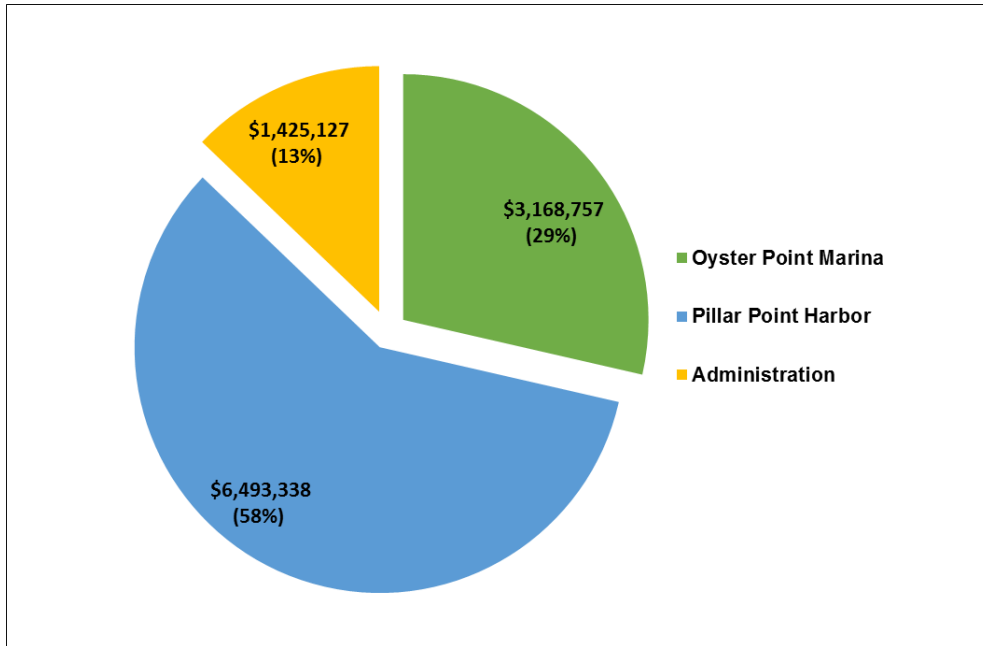
**FINAL OPERATING AND CAPITAL BUDGET
2017/18 FISCAL YEAR**

Budget: Consolidated by Department

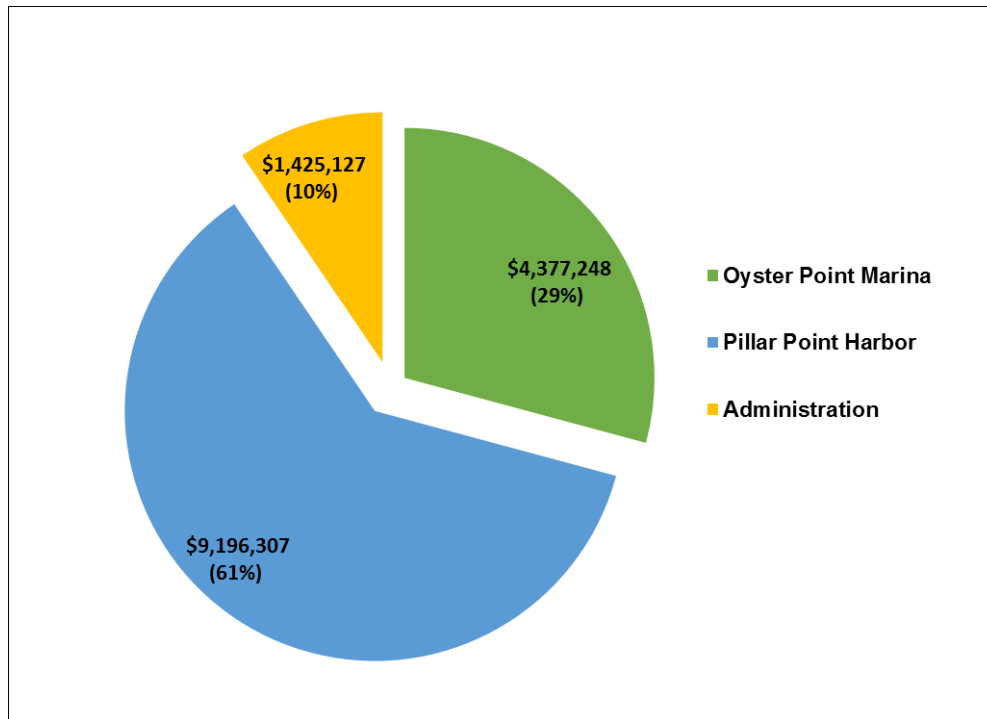
**San Mateo County Harbor District
Fiscal Year 2017/18 Final Budget
Summary By Department**

	Total	OPM	PPH	Admin
Revenue				
Enterprise Revenues	\$ 4,523,922	\$ 1,620,686	\$ 2,903,236	\$ -
Non Operating Revenue	\$ 6,563,300	\$ 1,548,071	\$ 3,590,102	\$ 1,425,127
Total Revenues:	\$ 11,087,222	\$ 3,168,757	\$ 6,493,338	\$ 1,425,127
Expense				
Salaries and Benefits	\$ 4,969,482	\$ 1,379,524	\$ 2,189,291	\$ 1,400,667
Operating Excluding Personnel	\$ 2,539,700	\$ 661,100	\$ 898,100	\$ 980,500
Total Operating	\$ 7,509,182	\$ 2,040,624	\$ 3,087,391	\$ 2,381,167
Allocation of Enterprise Administration	\$ -	\$ 360,124	\$ 598,916	\$ (959,040)
Operating Net	\$ 3,578,040	\$ 768,009	\$ 2,807,031	\$ 3,000
Capital Expenditures	\$ 7,489,500	\$ 1,976,500	\$ 5,510,000	\$ 3,000
Total Expenditures	\$ 14,998,682	\$ 4,377,248	\$ 9,196,307	\$ 1,425,127
Increase (Reduction) to Reserves	\$ (3,911,460)	\$ (1,208,491)	\$ (2,702,969)	\$ -

Revenues by Department



Expenditures by Department



**San Mateo County Harbor District
Fiscal Year 2017/18 Final Budget
By Department**

	Adminstration (Includes Commission)	Oyster Point Marina	Pillar Point Harbor	Consolidated
Revenues:				
Enterprise Revenues				
Berth / Slip Fees	-	1,215,000	1,837,000	3,052,000
Leases and CAPs	-	139,000	450,000	589,000
Live Aboard	-	165,098	232,118	397,216
Dist RV Lot & Launch Fees	-	13,588	232,118	245,706
Events	-	-	30,000	30,000
DBW Vessel Grants	-	55,000	55,000	110,000
Misc. Enterprise Fees	-	33,000	67,000	100,000
Enterprise Revenue Subtotal	-	1,620,686	2,903,236	4,523,922
Non-Operating Revenue:				
Tax Revenue	1,366,827	1,543,071	3,590,102	6,500,000
Interest Income	53,300	-	-	53,300
Misc. Other Rev	5,000	5,000	-	10,000
Transient Dockage/Berth Rent				
Non-Operating Revenue Subtotal	1,425,127	1,548,071	3,590,102	6,563,300
Total Revenues	\$ 1,425,127	\$ 3,168,757	\$ 6,493,338	\$ 11,087,222
Personnel:				
Salaries and Wages	920,466	880,624	1,339,424	3,140,514
Benefits - Current Employee	455,218	418,571	764,970	1,638,759
Benefits - Retired/Former Emp	24,983	80,329	84,897	190,209
Personnel Subtotal	\$ 1,400,667	\$ 1,379,524	\$ 2,189,291	\$ 4,969,482
Operating Supplies and Services:				
Payments To Other Agencies	69,000	-	-	69,000
Utilities	70,000	123,000	242,000	435,000
Contract Services	113,000	177,000	133,000	423,000
Legal	424,000	27,000	33,000	484,000
Property / Liability Insurance	22,000	36,000	56,000	114,000
Repairs & Maint - Routine	3,500	86,000	120,000	209,500
Office / Equipment Rents	112,000	2,200	9,800	124,000
IT	77,000	24,000	55,000	156,000
Financial Service Fees	2,000	21,400	37,800	61,200
Operating Expenses	25,000	45,000	86,000	156,000
Travel and Training	27,000	14,000	16,000	57,000
Advertising and Promotion	6,000	5,000	5,000	16,000
Personnel Administration	6,000	14,000	8,000	28,000
Vessel Destruction	-	55,000	55,000	110,000
Memberships & Subscriptions	9,000	500	500	10,000
Claims Settlement	10,000	-	-	10,000
Bad Debts	-	25,000	25,000	50,000
Miscellaneous Expenses	5,000	6,000	16,000	27,000
Loan Interest	-	-	-	-
Subtotal Services and Supplies	\$ 980,500	\$ 661,100	\$ 898,100	\$ 2,539,700
Total Operating	\$ 2,381,167	\$ 2,040,624	\$ 3,087,391	\$ 7,509,182
Allocation of Enterprise Administration	\$ (959,040)	\$ 360,124	\$ 598,916	\$ -
Operating Net (Deficit)	\$ 3,000	\$ 768,009	\$ 2,807,031	\$ 3,578,040

	Adminstration (Includes Commission)	Oyster Point Marina	Pillar Point Harbor	Consolidated
Non-Operating:				
Interest Expense-Cal Boating				0
Principal-Cal Boating				0
Total (Non-Operating)				\$ -
Capital Expenditures:				
Sidewalk and Improvements Promenade, Parking Lots: Pillar Point			750,000	750,000
Laundry, public and tenant restroom Eng/ Design : Pillar Point Harbor	-	-	25,000	25,000
Truck : Pillar Point Harbor	-	-	-	-
Entry Signs : Pillar Point Harbor	-	-	25,000	25,000
Signs-Facility : Pillar Point Harbor	-	-	-	-
Hoist Dock Replacement : Pillar Point Harbor	-	-	-	-
Oil Spill Trailers : Pillar Point Harbor	-	-	-	-
Flow Meters-Sewer Lift Station : Pillar Point Harbor	-	-	-	-
Light Pole Retrofits : Pillar Point Harbor	-	-	275,000	275,000
Paving : Pillar Point Harbor	-	-	25,000	25,000
Transformers : Pillar Point Harbor	-	-	-	-
Johnson Pier Work Dock Area - Pillar Point Harbor	-	-	25,000	25,000
Dock Fingers : Pillar Point Harbor	-	-	-	-
West Trail Pillar Point Harbor	-	-	100,000	100,000
H Dock Reconstruction design/engineering: Pillar Point Harbor	-	-	1,515,000	1,515,000
Feasib. Add'l 71 Berths - Pillar Point Harbor	-	-	-	-
Launch Ramp Restroom Include Design/Engineer : Pillar Point Harbor	-	-	100,000	100,000
Trench Drain Boat Ramp : Pillar Point Harbor	-	-	-	-
Johnson Pier Utility Upgrades - PPH : Pillar Point Harbor	-	-	225,000	225,000
Harbor Office Remodel : Pillar Point Harbor	-	-	25,000	25,000
Lessee Sidewalk : Pillar Point Harbor	-	-	-	-
Sewer System Replacement : Pillar Point Harbor	-	-	-	-
North HMB Shoreline Improvmnt : Pillar Point Harbor	-	-	-	-
Patrol Boat : Pillar Point Harbor	-	-	200,000	200,000
Harbormaster Building (Design, funding others) : Oyster Point Marina	-	15,000	-	15,000
Facility Fixtures/Landscaping : Oyster Point Marina	-	-	-	-
Dock Repairs/Equipment : Oyster Point Marina	-	-	-	-
Truck : Oyster Point Marina	-	-	-	-
Signs-Facility : Oyster Point Marina	-	-	-	-
Oil Spill Trailers : Oyster Point Marina	-	-	-	-
Bait Shop Building : Oyster Point Marina	-	60,000	-	60,000
Paving Maintenance : Oyster Point Marina	-	-	-	-
Transformers Dock 1-6 OPM : Oyster Point Marina	-	-	-	-
Paving - Storm Water : Oyster Point Marina	-	-	-	-
Dock Replace 14 OPM : Oyster Point Marina	-	-	-	-
OPM Dock 12 Design Constr St 17/18	-	1,355,000	-	1,355,000
40,000 sq foot Parcel Planning	-	25,000	-	25,000
Pier Deck and Piling Replace : Pillar Point Harbor	-	-	-	-
Electrical Underground : Pillar Point Harbor	-	-	-	-
Replace Water to Floats Pier : Pillar Point Harbor	-	-	-	-
PPH Fishing Pier : Pillar Point Harbor	-	-	500,000	500,000
Mooring Replacements : Pillar Point Harbor	-	-	20,000	20,000
Fishing Pier Rip Rap PPH : Pillar Point Harbor	-	-	-	-
Fish Buyers Bldg. Repairs : Pillar Point Harbor	-	-	-	-
PPH Piling Replace : Pillar Point Harbor	-	-	-	-
Launch Ramp (Strip, Drains, Rip Rap): Pillar Point Harbor	-	-	100,000	100,000
Dredging Services : Pillar Point Harbor	-	-	100,000	100,000
Romeo Pier Demolition : Pillar Point Harbor	-	-	1,500,000	1,500,000
Storm Drain PPH : Pillar Point Harbor	-	-	-	-
Maintenance Building : Oyster Point Marina	-	-	-	-
Dredging Services : Oyster Point Marina	-	501,500	-	501,500
Culvert Catch Basin filtration/ separators	-	20,000	-	20,000
Admin office remodel	3,000			3,000
Total (Capital Expenditures)	\$ 3,000	\$ 1,976,500	\$ 5,510,000	\$ 7,489,500
Total All Expenses:	\$ 1,425,127	\$ 4,377,248	\$ 9,196,307	\$ 14,998,682
Contrib to Reserves (From Reserves)	\$ -	\$ (1,208,491)	\$ (2,702,969)	\$ (3,911,460)

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**FINAL OPERATING AND CAPITAL BUDGET
2017/18 FISCAL YEAR**

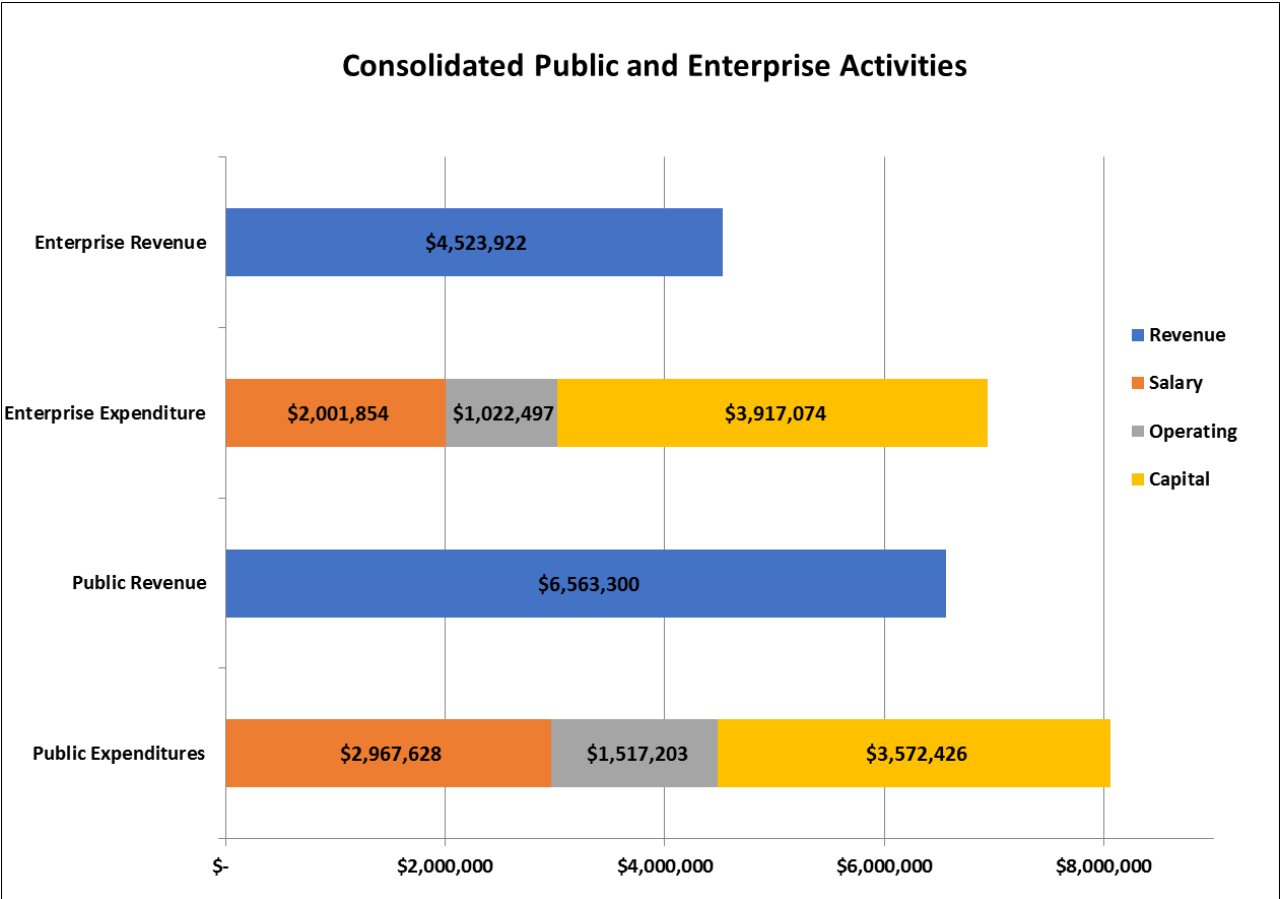
Budget: Public and Enterprise

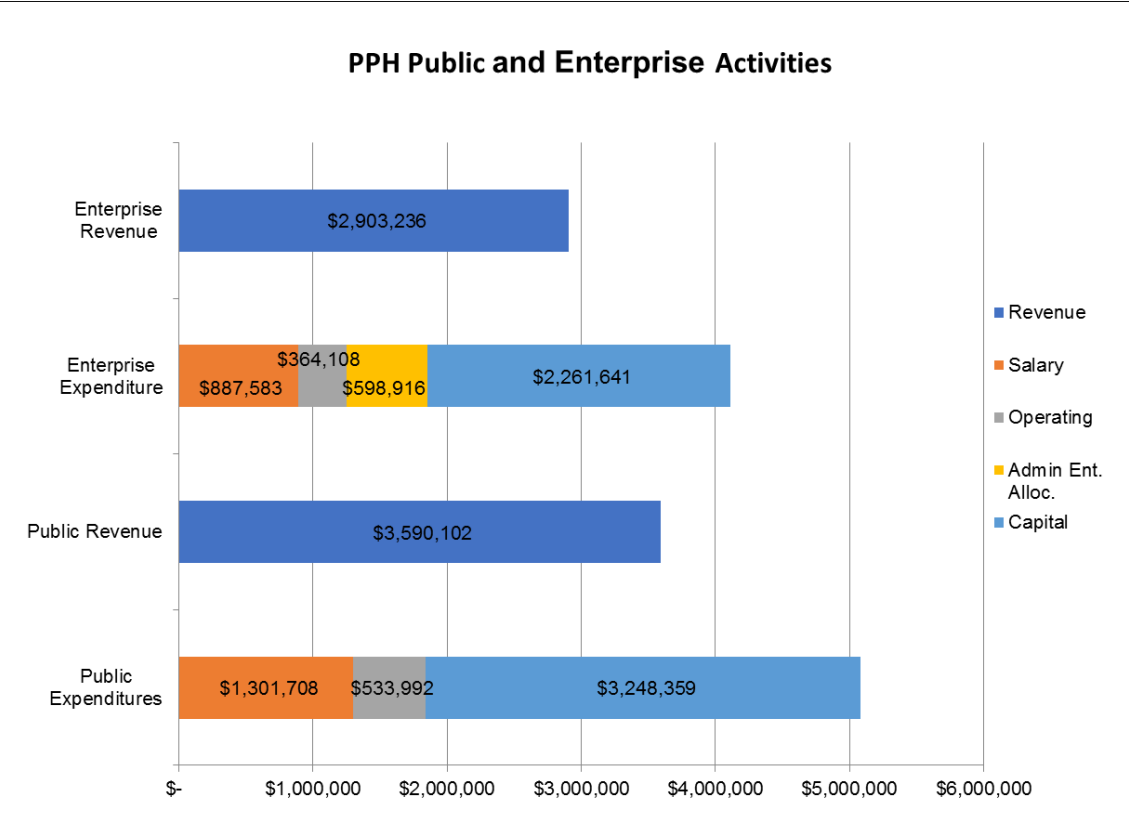
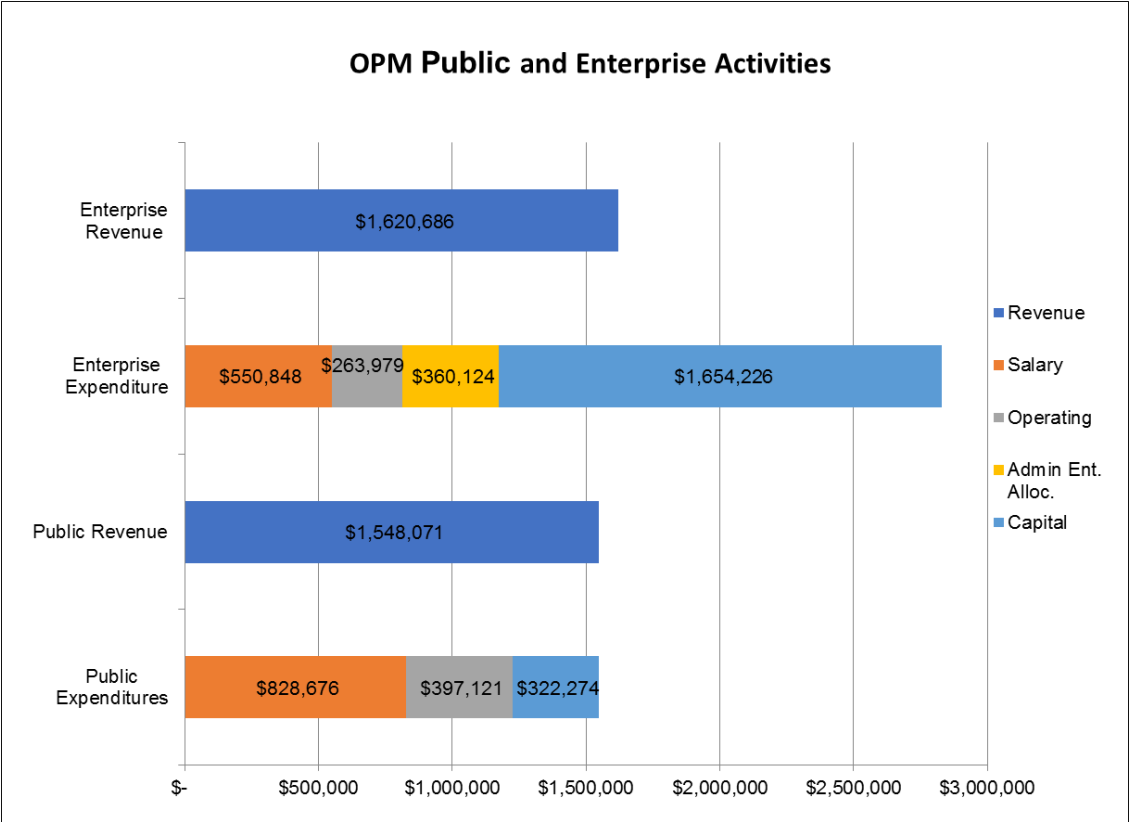
The chart below reflects the public and enterprise summary of the District’s Budget. Note that operating revenues exceed operating expenses by a substantial amount. These revenues provide a substantial contribution to the District’s aggressive capital improvement plans for FY17/18.

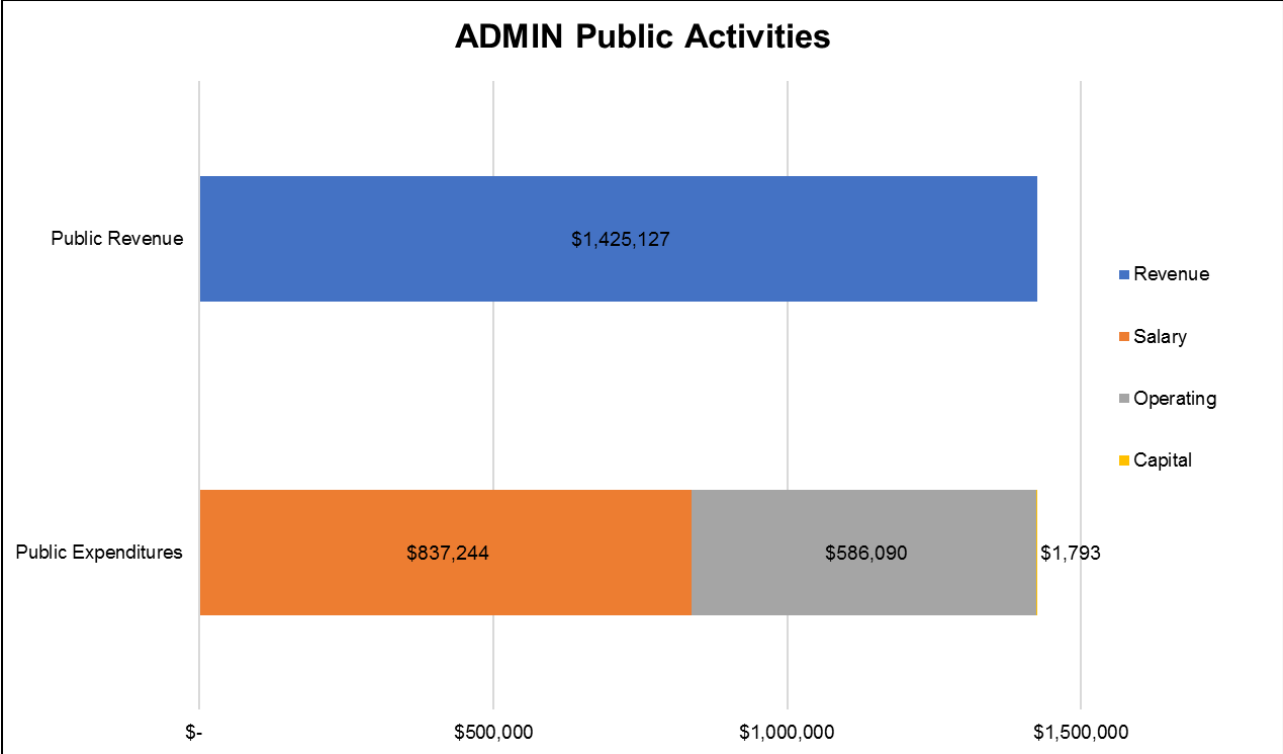
**San Mateo County Harbor District
Final Budget
Public and Enterprise Summary**

Revenue:	Total		Oyster Point		Pillar Point		Admin	
	Public	Enterprise	Public	Enterprise	Public	Enterprise	Public	Enterprise
Enterprise Revenues	\$ -	\$ 4,523,922	\$ -	\$ 1,620,686	\$ -	\$ 2,903,236	\$ -	\$ -
Public Revenues	\$ 6,563,300	\$ -	\$ 1,548,071	\$ -	\$ 3,590,102	\$ -	\$ 1,425,127	\$ -
Total Revenues:	\$ 6,563,300	\$ 4,523,922	\$ 1,548,071	\$ 1,620,686	\$ 3,590,102	\$ 2,903,236	\$ 1,425,127	\$ -
Expense:								
Salaries and Benefits	\$ 2,967,628	\$ 2,001,854	\$ 828,676	\$ 550,848	\$ 1,301,708	\$ 887,583	\$ 837,244	\$ 563,423
Operating Excluding Personnel	\$ 1,517,203	\$ 1,022,497	\$ 397,121	\$ 263,979	\$ 533,992	\$ 364,108	\$ 586,090	\$ 394,410
Total Operating Expenses	\$ 4,484,831	\$ 3,024,351	\$ 1,225,797	\$ 814,827	\$ 1,835,700	\$ 1,251,691	\$ 1,423,334	\$ 957,833
Allocation of Enterprise Administration	\$ -	\$ -	\$ -	\$ 360,124	\$ -	\$ 598,916	\$ -	\$ (959,040)
Net Operating (Profit/Loss)	\$ 2,078,469	\$ 1,499,571	\$ 322,274	\$ 445,735	\$ 1,754,402	\$ 1,052,629	\$ 1,793	\$ 1,207
Capital Expenditures	\$ 3,572,426	\$ 3,917,074	\$ 322,274	\$ 1,654,226	\$ 3,248,359	\$ 2,261,641	\$ 1,793	\$ 1,207
Total Expenditures	\$ 8,057,257	\$ 6,941,425	\$ 1,548,071	\$ 2,829,177	\$ 5,084,058	\$ 4,112,249	\$ 1,425,127	\$ -
Increase (Reduction) to Reserves	\$ (1,493,957)	\$ (2,417,503)	\$ -	\$ (1,208,491)	\$ (1,493,956)	\$ (1,209,013)	\$ -	\$ -

Public and Enterprise (P&E) Expenditures on a Districtwide Basis:







There are no enterprise revenues or expenses in the Administration Department. Administrative expenses associated with enterprise activities are supported by enterprise revenues within Oyster Point Marina/Park and Pillar Point Harbor.

Administrative costs of enterprise functions are reallocated to the enterprise functions at Pillar Point Harbor (PPH) and Oyster Point Marina/Park (OPM). The allocation is prorated to OPM and PPH based on the relative size of enterprise operating expenses in each.

Public and Enterprise Functional Detail 2017/18 Final Budget

	Total		Oyster Point		Pillar Point		Administration	
	Public	Enterprise	Public	Enterprise	Public	Enterprise	Public	Enterprise
Revenues:								
Enterprise Revenues								
Berth / Slip Fees	-	3,052,000	-	1,215,000	-	1,837,000	-	-
Leases and CAPs	-	589,000	-	139,000	-	450,000	-	-
Live Aboard	-	397,216	-	165,098	-	232,118	-	-
Dist RV Lot & Launch Fees	-	245,706	-	13,588	-	232,118	-	-
Events	-	30,000	-	-	-	30,000	-	-
DBW Vessel Grants	-	110,000	-	55,000	-	55,000	-	-
Misc. Enterprise Fees	-	100,000	-	33,000	-	67,000	-	-
Enterprise Revenue Subtotal	-	4,523,922	-	1,620,686	-	2,903,236	-	-
Other Operating Revenue								
Tax Revenue	6,500,000	-	1,543,071	-	3,590,102	-	1,366,827	-
Interest Income	53,300	-	-	-	-	-	53,300	-
Misc. Other Rev	10,000	-	5,000	-	-	-	5,000	-
Other Operating Revenue Subtotal	6,563,300	-	1,548,071	-	3,590,102	-	1,425,127	-
Total Revenues:	6,563,300	4,523,922	1,548,071	1,620,686	3,590,102	2,903,236	1,425,127	-
Personnel								
Salaries and Wages	1,875,588	1,264,926	528,988	351,636	796,395	543,029	550,205	370,261
Benefits - Current Employee	978,375	660,384	251,434	167,137	454,836	310,134	272,105	183,113
Benefits - Retired/Former Emp	113,666	76,543	48,254	32,075	50,478	34,419	14,934	10,049
Personnel Subtotal	2,967,629	2,001,853	828,676	550,848	1,301,708	887,583	837,244	563,423
Operating Supplies and Services								
Payments To Other Agencies	41,244	27,756	-	-	-	-	41,244	27,756
Utilities	259,615	175,385	73,885	49,115	143,888	98,112	41,842	28,158
Contract Services	252,947	170,053	106,323	70,677	79,079	53,921	67,545	45,455
Legal	289,284	194,716	16,219	10,781	19,621	13,379	253,444	170,556
Property / Liability Insurance	68,072	45,928	21,625	14,375	33,297	22,703	13,150	8,850
Repairs & Maint - Routine	125,102	84,398	51,660	34,340	71,350	48,650	2,092	1,408
Office / Equipment Rents	74,095	49,905	1,321	879	5,827	3,973	66,947	45,053
IT	93,146	62,854	14,417	9,583	32,702	22,298	46,027	30,973
Financial Service Fees	36,526	24,674	12,855	8,545	22,475	15,325	1,196	804
Operating Expenses	93,109	62,891	27,031	17,969	51,134	34,866	14,944	10,056
Travel and Training	34,062	22,938	8,410	5,590	9,513	6,487	16,139	10,861
Advertising and Promotion	9,563	6,437	3,003	1,997	2,973	2,027	3,587	2,413
Personnel Administration	16,754	11,246	8,410	5,590	4,757	3,243	3,587	2,413
Vessel Destruction	65,741	44,259	33,039	21,961	32,702	22,298	-	-
Memberships & Subscriptions	5,978	4,022	301	199	297	203	5,380	3,620
Claims Settlement	5,977	4,023	-	-	-	-	5,977	4,023
Bad Debts	29,882	20,118	15,018	9,982	14,864	10,136	-	-
Miscellaneous Expenses	16,106	10,894	3,604	2,396	9,513	6,487	2,989	2,011
Loan Interest	-	-	-	-	-	-	-	-
Subtotal Services and Supplies	1,517,203	1,022,497	397,121	263,979	533,992	364,108	586,090	394,410
Total Operating	4,484,832	3,024,350	1,225,797	814,827	1,835,700	1,251,691	1,423,334	957,833
Allocation of Enterprise Admin	-	-	-	360,124	-	598,916	-	(959,040)
Operating Net (Deficit)	2,078,468	1,499,572	322,274	445,735	1,754,402	1,052,629	1,793	1,207
Non-Operating:								
Depreciation Expense	-	-	-	-	-	-	-	-
Interest Expense-Cal Boating	-	-	-	-	-	-	-	-
Principal-Cal Boating	-	-	-	-	-	-	-	-
Total (Non-Operating)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

	Total		Oyster Point		Pillar Point		Administration	
	Public	Enterprise	Public	Enterprise	Public	Enterprise	Public	Enterprise
Capital Expenditures:								
Sidewalk and Improvements Promenade, Parking Lots: Pillar Point	445,935	304,065	-	-	445,935	304,065	-	-
Laundry, public and tenant restroom Eng/ Design : Pillar Point Harbor	-	25,000	-	-	-	25,000	-	-
Entry Signs : Pillar Point Harbor	25,000	-	-	-	25,000	-	-	-
Light Pole Retrofits : Pillar Point Harbor	275,000	-	-	-	275,000	-	-	-
Paving : Pillar Point Harbor	14,864	10,136	-	-	14,864	10,136	-	-
Johnson Pier Work Dock Area - Pillar Point Harbor	-	25,000	-	-	-	25,000	-	-
West Trail Pillar Point Harbor	100,000	-	-	-	100,000	-	-	-
H Dock Reconstruction design/engineering: Pillar Point Harbor	-	1,515,000	-	-	-	1,515,000	-	-
Launch Ramp Restroom Include Design/Engineer : Pillar Point Harbor	100,000	-	-	-	100,000	-	-	-
Johnson Pier Utility Upgrades - PPH : Pillar Point Harbor	133,780	91,220	-	-	133,780	91,220	-	-
Harbor Office Remodel : Pillar Point Harbor	14,864	10,136	-	-	14,864	10,136	-	-
Patrol Boat : Pillar Point Harbor	118,916	81,084	-	-	118,916	81,084	-	-
Harbormaster Building (Design, funding others) : Oyster Point Marina	9,010	5,990	9,010	5,990	-	-	-	-
Bait Shop Building : Oyster Point Marina	-	60,000	-	60,000	-	-	-	-
OPM Dock 12 Design Constr St 17/18	-	1,355,000	-	1,355,000	-	-	-	-
40,000 sq foot Parcel Planning	-	25,000	-	25,000	-	-	-	-
PPH Fishing Pier : Pillar Point Harbor	500,000	-	-	-	500,000	-	-	-
Mooring Replacements : Pillar Point Harbor	20,000	-	-	-	20,000	-	-	-
Launch Ramp (Strip, Drains, Rip Rap): Pillar Point Harbor	-	100,000	-	-	-	100,000	-	-
Dredging Services : Pillar Point Harbor	-	100,000	-	-	-	100,000	-	-
Romeo Pier Demolition : Pillar Point Harbor	1,500,000	-	-	-	1,500,000	-	-	-
Dredging Services : Oyster Point Marina	301,250	200,250	301,250	200,250	-	-	-	-
Culvert Catch Basin filtration/ separators	12,014	7,986	12,014	7,986	-	-	-	-
Admin office remodel	1,793	1,207	-	-	-	-	1,793	1,207
Total (Capital Expenditures)	\$ 3,572,426	\$ 3,917,074	\$ 322,274	\$ 1,654,226	\$ 3,248,359	\$ 2,261,641	\$ 1,793	\$ 1,207
Total All Expenses:	\$ 8,057,257	\$ 6,941,425	\$ 1,548,071	\$ 2,829,177	\$ 5,084,059	\$ 4,112,248	\$ 1,425,127	\$ -
Contrib to Reserves (From Reserves)	\$ (1,493,957)	\$ (2,417,503)	\$ 0	\$ (1,208,491)	\$ (1,493,957)	\$ (1,209,012)	\$ -	\$ -

Allocation of property taxes and public functions of the Harbor District:

- Property tax is revenue first used to offset public functions of the Administration Department.
- Remaining property tax revenue is apportioned to OPM and PPM to backfill the public (non-enterprise) activity costs based on each of these departments proportion of public operating expenditures.
- For FY17/18 the result more than covers public functions at OPM. Remaining property tax is allocated to PPH to provide additional backfill for the public services provided at that site.

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**FINAL OPERATING AND CAPITAL BUDGET
2017/18 FISCAL YEAR**

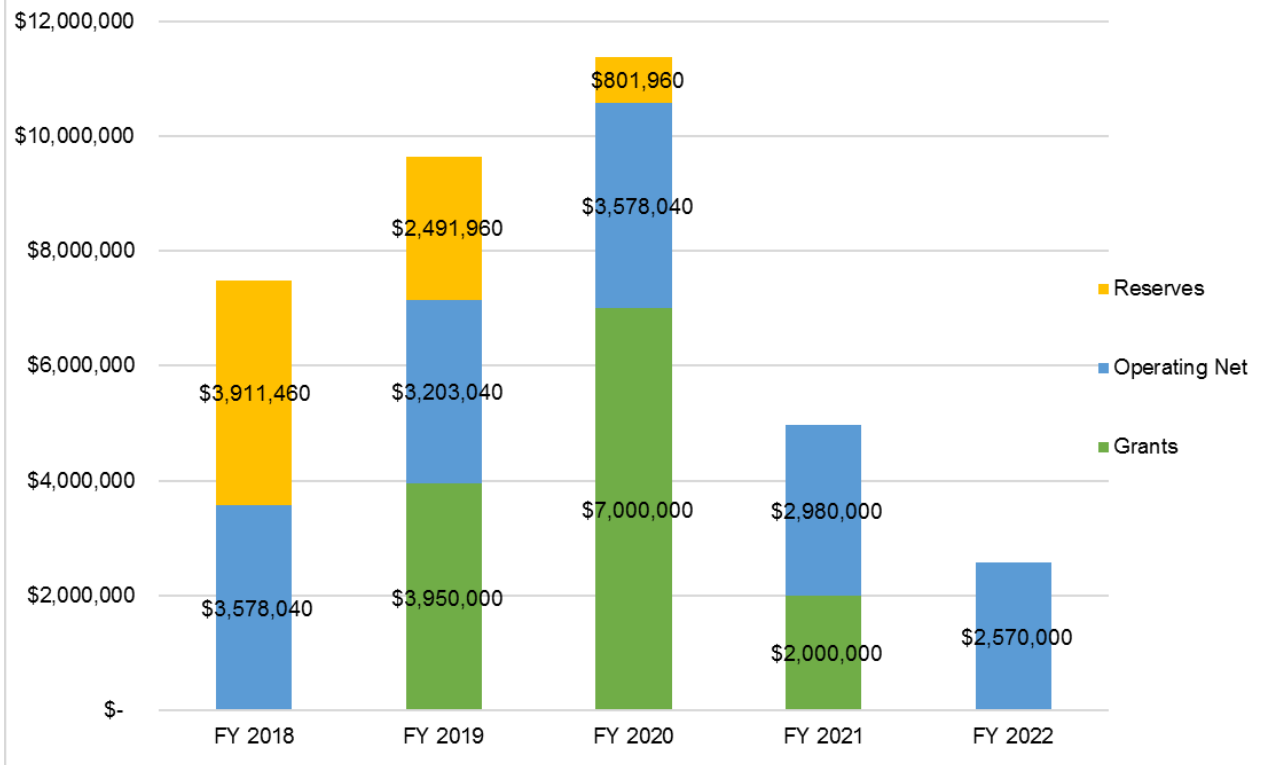
Budget: Capital Expenditure

CAPITAL EXPENDITURES

Consolidated Annual Comparison

	FY 15-16 Actual (Trial Balance)	FY 16-17 Final Adopted Budget	FY 17-18 Adopted Preliminary	FY 17-18 Final	% Change Preliminary to Final	% Change Final 17-18 to Adopted 16-17
Capital Expenditures:						-
Sidewalk and Improvements Promenade, Parking Lots: Pillar Point	\$ -	\$ -	\$ 750,000	\$ 750,000	0%	NA
Laundry, public and tenant restroom Eng/ Design : Pillar Point Harbor	\$ 257,375	\$ -	\$ -	\$ 25,000	NA	NA
Truck : Pillar Point Harbor	-	40,000	-	-	NA	NA
Entry Signs : Pillar Point Harbor	212	-	30,000	25,000	-17%	NA
Signs-Facility : Pillar Point Harbor	514	-	-	-	NA	NA
Holst Dock Replacement : Pillar Point Harbor	48,125	-	-	-	-	NA
Oil Spill Trailers : Pillar Point Harbor	-	18,000	-	-	-	NA
Flow Meters-Sewer Lift Station : Pillar Point Harbor	-	50,000	-	-	-	NA
Light Pole Retrofits : Pillar Point Harbor	-	150,000	275,000	275,000	0%	83%
Paving : Pillar Point Harbor	-	200,000	100,000	25,000	-75%	-88%
Transformers : Pillar Point Harbor	-	150,000	425,000	-	-	-100%
Johnson Pier Work Dock Area - Pillar Point Harbor	-	100,000	200,000	25,000	-88%	NA
Dock Fingers : Pillar Point Harbor	-	600,000	-	-	-	NA
West Trail Pillar Point Harbor	-	235,000	1,000,000	100,000	-90%	-57%
H Dock Reconstruction design/engineering: Pillar Point Harbor	-	75,000	1,500,000	1,515,000	1%	1920%
Launch Ramp Restroom Include Design/Engineer : Pillar Point Harbor	-	50,000	200,000	100,000	-50%	100%
Trench Drain Boat Ramp : Pillar Point Harbor	-	40,000	-	-	NA	-100%
Johnson Pier Utility Upgrades - PPH : Pillar Point Harbor	-	-	-	225,000	-	NA
Harbor Office Remodel : Pillar Point Harbor	-	50,000	50,000	25,000	-50%	-50%
Lessee Sidewalk : Pillar Point Harbor	-	150,000.00	-	-	-	NA
Sewer System Replacement : Pillar Point Harbor	-	-	-	-	-	NA
North HMB Shoreline Improvmt : Pillar Point Harbor	369,075	-	-	-	-	NA
Patrol Boat : Pillar Point Harbor	-	350,000	100,000	200,000	100%	-43%
Harbormaster Building (Design, funding others) : Oyster Point Marina	30,865	-	-	15,000	NA	NA
Facility Fixtures/Landscaping : Oyster Point Marina	-	15,000	-	-	-	NA
Truck : Oyster Point Marina	-	40,000	-	-	-	NA
Oil Spill Trailers : Oyster Point Marina	-	18,000	-	-	-	NA
Bait Shop Building : Oyster Point Marina	-	60,000	-	60,000	NA	NA
Paving Maintenance : Oyster Point Marina	-	163,000	-	-	-	NA
Transformers Dock 1-6 OPM : Oyster Point Marina	-	250,000	-	-	NA	NA
Paving - Storm Water : Oyster Point Marina	-	40,000	-	-	NA	NA
Dock Replace 14 OPM : Oyster Point Marina	-	200,000	150,000	-	-100%	-100%
OPM Dock 12 Design Constr St 17/18	-	-	1,330,000	1,355,000	2%	N/A
40,000 sq foot Parcel Planning	-	-	-	25,000	NA	NA
Pier Deck and Piling Replace : Pillar Point Harbor	-	250,000	-	-	NA	NA
Electrical Underground : Pillar Point Harbor	-	75,000	-	-	NA	NA
Replace Water to Floats Pier : Pillar Point Harbor	-	10,000	-	-	NA	NA
PPH Fishing Pier : Pillar Point Harbor	-	100,000	500,000	500,000	0%	400%
Mooring Replacements : Pillar Point Harbor	-	25,000	20,000	20,000	0%	-20%
Fishing Pier Rip Rap PPH : Pillar Point Harbor	-	25,000	-	-	NA	NA
Fish Buyers Bldg. Repairs : Pillar Point Harbor	-	27,000	-	-	NA	NA
PPH Piling Replace : Pillar Point Harbor	-	20,000	-	-	NA	NA
Launch Ramp (Strip, Drains, Rip Rap): Pillar Point Harbor	-	10,000	-	100,000	NA	NA
Dredging Services : Pillar Point Harbor	-	200,000	302,500	100,000	-67%	-50%
Romeo Pier Demolition : Pillar Point Harbor	51,013	625,000	1,000,000	1,500,000	50%	140%
Storm Drain PPH : Pillar Point Harbor	-	60,000	-	-	NA	NA
Maintenance Building : Oyster Point Marina	-	20,000	-	-	NA	NA
Dredging Services : Oyster Point Marina	-	65,000	500,000	501,500	0%	672%
Culvert Catch Basin filtration/ separators	-	-	20,000	20,000	0%	NA
Admin office remodel	-	-	-	3,000	NA	-
Total (Capital Expenditures)	\$ 757,179	\$ 4,556,000	\$ 8,452,500	\$ 7,489,500	-11%	64%
						\$ -
Total All Expenses:	\$ 9,376,157	\$ 12,584,511	\$ 15,919,958	\$ 14,998,682	-6%	19%
Net of Balance Sheet Cash Flows	\$ 4,335,500					
Increase (Reduction) to Reserves	\$ (3,005,635)	\$ (2,152,711)	\$ (4,832,737)	\$ (3,911,460)	-19%	82%
		\$ -				-
Reserves						
Committed for Emergency Reserve*	1,619,464	-	-	-	NA	NA
Committed Reserve for District Office	1,526,217	1,526,217	1,526,217	1,526,217	0%	0%
Assigned Reserve for Vehicle/ Vessel Assets	-	-	14,117	14,117	0%	NA
Capital Asset Replacement Reserve	586,500	-	4,010	4,010	0%	NA
Multi Year Obligation Reserve	-	-	-	-	NA	NA
Election Reserve	-	-	162,500	375,000	131%	NA
Assigned for Encumbrances*	500,000	-	-	-	NA	NA
Assigned for Payable Liability*	300,000	472,506	-	-	NA	NA
Assigned for Customer Deposits and Pre-Payments	500,000	291,647	529,169	516,208	-2%	77%
Assigned for Funded Termination Benefit Liability	3,795,197	3,016,578	3,690,808	3,845,254	4%	27%
Unassigned	5,767,985	6,940,341	6,283,441	7,126,557	13%	3%
Total All Reserves:	\$ 14,595,363	\$ 12,247,289	\$ 12,210,263	\$ 13,407,363	10%	9%

Sources of Funding Capital Projects



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**FINAL OPERATING AND CAPITAL BUDGET
2017/18 FISCAL YEAR**

Budget: Reserves

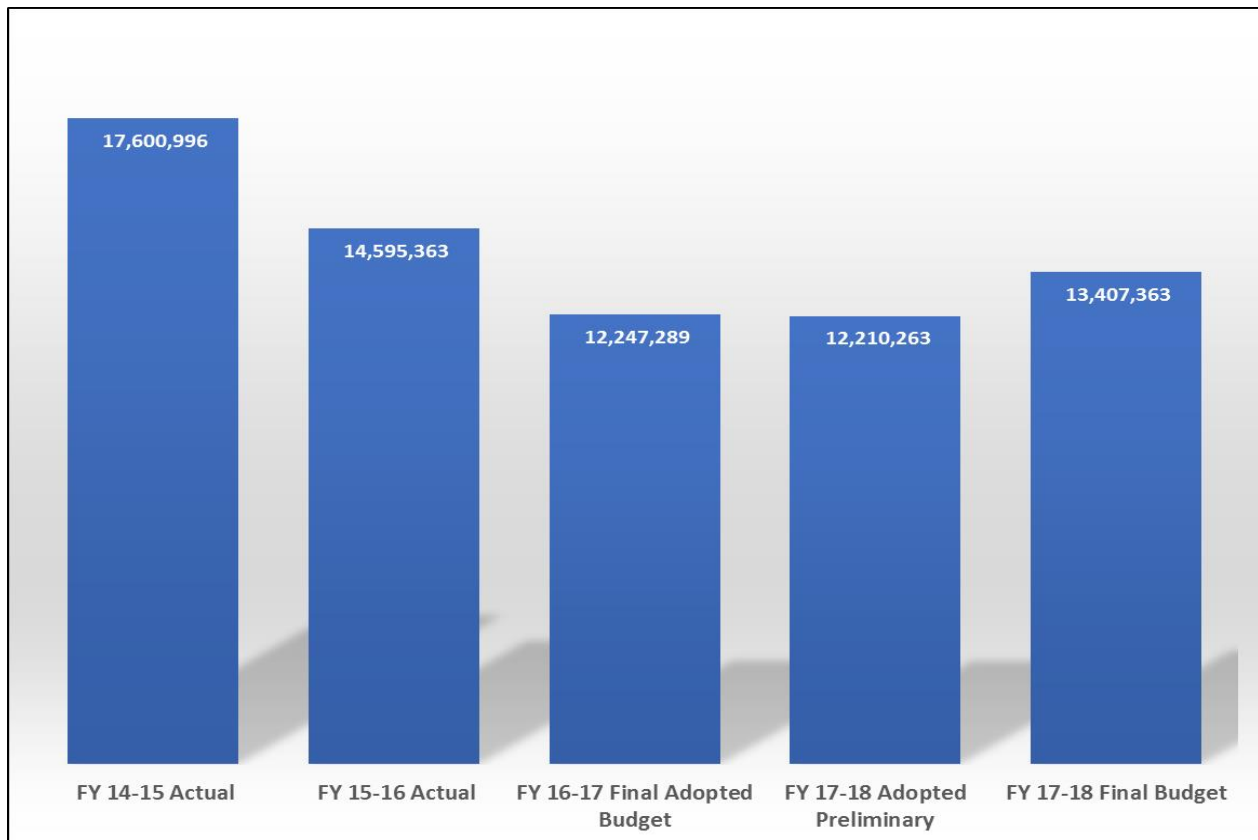
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Reserves

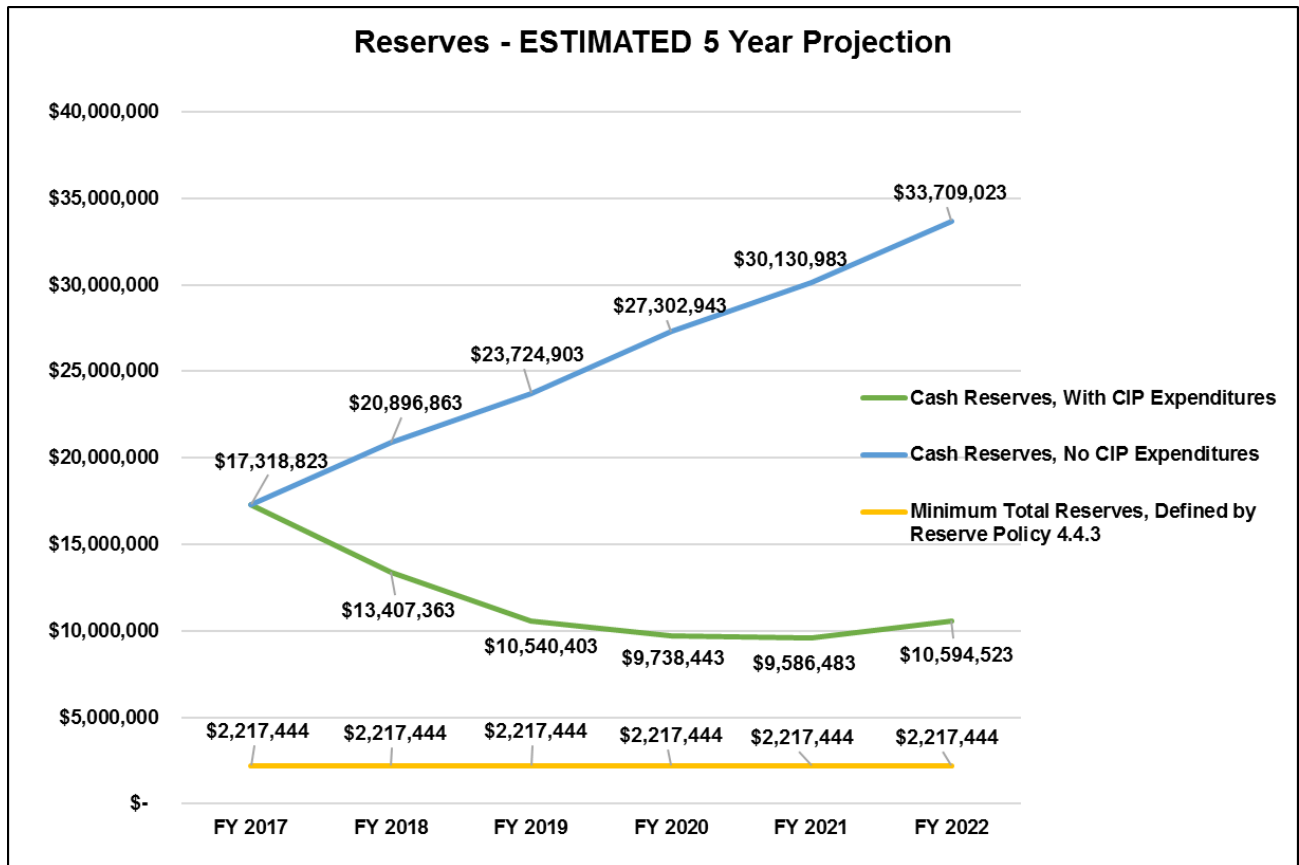
San Mateo County Harbor District
 Consolidated Budget
 Fiscal Year 2017/18 Final Budget
 Consolidated Detail Annual Comparison

	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Final Adopted Budget	FY 17-18 Adopted Preliminary	FY 17-18 Final	% Change Preliminary to Final	% Change Final 17-18 to Adopted 16-17
Reserves							
Restricted for Debt Service -DBW Loan Collateral	1,701,349	-	0	-	-		
Debt Service Liability -DBW Loan Payment due 12/31/2015	1,393,094	-	0	-	-		
Committed for Emergency Reserve	1,619,464	1,619,464	-	-	-	NA	NA
Committed Reserve for District Office	1,526,218	1,526,217	1,526,217	1,526,217	1,526,217	0%	0%
Assigned Reserve for Vehicle/ Vessel Assets		-	-	14,117	14,117	0%	NA
Capital Asset Replacement Reserve	586,500	586,500	-	4,010	4,010	0%	NA
Multi Year Obligation Reserve		-	-	-	-	NA	NA
Election Reserve		-	-	162,500	375,000	131%	NA
Assigned for Encumbrances	431,217	500,000	-	-	-	NA	NA
Assigned for Payable Liability	251,873	300,000	472,506	-	-	NA	NA
Assigned for Customer Deposits and Pre-Payments	547,940	500,000	291,647	529,169	516,208	-2%	77%
Assigned for Funded Termination Benefit Liability	4,315,710	3,795,197	3,016,578	3,690,808	3,845,254	4%	27%
Unassigned	5,227,632	5,767,985	6,940,341	6,283,441	7,126,557	13%	3%
Total All Reserves:	\$ 17,600,996	\$ 14,595,363	\$ 12,247,289	\$ 12,210,263	\$ 13,407,363	10%	9%

Total Reserves Year Over Year



The chart below is an estimated projection of how much money the District would have in reserves over a five-year period, with and without the five-year Capital Improvement Plan. Please note: these figures are estimates and make no guarantee of actual reserve funds.



The above table includes the following assumptions:

- Net operating revenues remain about \$3,578,000 annually (FY18 Budget)
- \$750,000 for election expenses on alternating years (FY19 & FY21)
- Net operating expenditures remain consistent
- Grant receipts estimated at \$12,950,000 over the 5-year projection, per the Capital Improvement Plan
- Decrease of lease revenue at Oyster Point Marina/Park due to anticipated re-assignment of leases
- Minimum Total Reserves are exclusive of restricted, committed and assigned reserves which currently total \$6,280,806



FINAL OPERATING AND CAPITAL BUDGET 2017/18 FISCAL YEAR

Appendix 1: Position Control

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Position Control

Classification/Position	# of Position	Status
GENERAL MANAGER	1	Active
DIRECTOR OF OPERATIONS	1	Active
DIRECTOR OF ADMIN. SERVICES	1	Active
ASST. HARBOR MASTER	2	Active
FINANCE DIRECTOR	0	Inactive
ACCOUNTING MANAGER	1	Active
HUMAN RESOURCE MANAGER	0	Inactive
PLANNER ANALYST	1	Active
ADMINISTRATIVE ANALYST	1	Active
ACCOUNTANT	1	Active
ACCOUNTING SPECIALIST	0	Inactive
DEPUTY SECRETARY	1	Active
ACCOUNTING TECH	3	Active
ADMINISTRATIVE ASSISTANT 2	1	Active
ADMINISTRATIVE ASSISTANT 1*	1	Active
OFFICE ASSISTANT	0	Inactive
PROJECT COORDINATOR	0	Inactive
DEPUTY HARBORMASTER A&B	15	Active
HARBOR WORKER C (Lead Maint.)	2	Active
HARBOR WORKER B	4	Active
HARBOR WORKER A-Lifeguard	0	Inactive
Total	36	
Admin	8.75	
Core	27.25	

- # 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
- * 75% Admin, 25% Core

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**FINAL OPERATING AND CAPITAL BUDGET
2017/18 FISCAL YEAR**

**Appendix 2: Capital Improvements Plan
FY17/18 – FY21/22**

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5 Year Capital Improvement Plan

Pillar Point Harbor	2017-18	2018-2019	2019-2020	2020-2021	2021-2022	FY 2023 and beyond
Dredging (Includes surfer beach project)	\$ 100,000	\$ 700,000	\$ 500,000			
Sidewalk and Improvements on Promenade and Parking Lots, ADA	\$ 750,000					
Fishing Pier	\$ 500,000					
Harbor Office Remodel (ADA, Services)	\$ 25,000	\$ 200,000				
Johnson Pier Work Dock area - addtl space (portion of TIGER)	\$ 25,000	\$ 1,250,000	\$ 2,000,000			
Launch Ramp (strip drain, rip rap)	\$ 100,000					
Launch Ramp Restrooms (and design/permit)	\$ 100,000	\$ -				
Light Pole Retrofits to LED Energy Savings	\$ 275,000					
Mooring Replacements	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	
Radon re-build	\$ 200,000					
Paving maintenance and replacement - upper parking lots	\$ 25,000	\$ 200,000				
West Trail	\$ 100,000	\$ 2,500,000	\$ 5,000,000	\$ 2,100,000		
Romeo Pier Demolition	\$ 1,500,000					
Johnson Pier Utility upgrades (water, electricity)	\$ 225,000	\$ 250,000	\$ -			
Exterior Building Painting		\$ 150,000				
Entry Signage Hwy 1 and Capistrano, permitting and design RFP; construction	\$ 25,000	\$ 200,000	\$ -			
Johnson Pier H dock	\$ 1,515,000					
Johnson Pier F dock		\$ 1,200,000				
Johnson Pier G dock			\$ 1,200,000			
Johnson Pier D dock				\$ 1,200,000		
Johnson Pier E dock					\$ 1,200,000	
Johnson Pier A - C docks						\$ 3,600,000
Laundry, public and tenant restrooms (design, permit, construction)	\$ 25,000	\$ 600,000	\$ -	\$ -		
Pillar Point Harbor Totals	\$ 5,510,000	\$ 7,270,000	\$ 8,720,000	\$ 3,320,000	\$ 1,220,000	\$ 3,600,000
Oyster Point Marina / Park	2017-18	2018-2019	2019-2020	2020-2021	2021-2022	FY 2023 and beyond
Bait shop - removal	\$ 60,000					
Dock Replacement 12	\$ 1,355,000					
Dock Replacement 13		\$ 1,330,000				
Dock Replacement 14	\$ -	\$ -	\$ 1,330,000			
Dock Replacement 7		\$ -	\$ 1,330,000			
Dredging Services	\$ 501,500	\$ -	\$ -	\$ -	\$ -	
Paving /storm water at new r/room bldg	\$ -					
Paving maintenance and replacement		\$ -				
Culvert catch basin filtration/separators	\$ 20,000					
Electric Dump Cart/Golf Cart type vehicle		\$ 15,000				
Dock Replacement 1				\$ 1,200,000		
Dock Replacement 2					\$ 1,200,000	
Dock Replacement 3,4,5,6						\$ 4,800,000
Guide Piles throughout - maintenance and extension					\$ 150,000	
Replace Harbormaster building including feasibility consult (funding by others?)	\$ 15,000			\$ 400,000		
PS&E 40,000 s.f. 'commercial harbor related uses' (Partial Dev. Funded)	\$ 25,000	\$ 1,000,000			\$ -	
Breakwater elevation increase (USACE?)						\$ 2,000,000
Oyster Point Marina / Park Totals	\$ 1,976,500	\$ 2,345,000	\$ 2,660,000	\$ 1,600,000	\$ 1,350,000	\$ 6,800,000
Administration	2017-18	2018-2019	2019-2020	2020-2021	2021-2022	FY 2023 and beyond
Replacement System for The Marina Program (Financial System)	\$ -			\$ 60,000	\$ -	
Enterprise Resource Planning (ERP) Integrated Financial System						\$ 400,000
Admin office remodel	\$ 3,000	\$ 30,000				
Administration Totals	\$ 3,000	\$ 30,000	\$ -	\$ 60,000	\$ -	\$ 400,000
Combined Totals	7,489,500	\$ 9,645,000	\$ 11,380,000	\$ 4,980,000	\$ 2,570,000	\$ 10,800,000

*The figures in yellow represent projects planned for grant or other non-district funding sources.

Some of the Capital Improvement Projects Planned for Oyster Point Marina for Fiscal Year 2017/18:

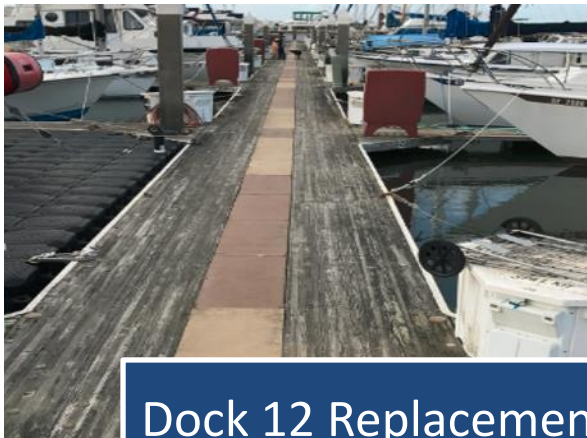


Oyster Point Marina



Removal of the Bait Shop

The Bait Shop portable building and surrounding walkways are in very poor condition. The building is over 20 years old and has outlived its serviceable life. Demo will begin upon Board approval. FY 16/17- \$60k



Dock 12 Replacement

Dock 12 is of timber construction and due to its age is in poor condition, has outlived its serviceable life. Docks 8 and 11 have already been replaced, Dock 12 will be prioritized as the next to be replaced. FY 16/17- \$150k, FY 17/18- \$1.3 mil.



Dredging of Sediment

OPM has some areas which have accumulated sediment and need dredging soon. Consultant Moffat & Nichol is currently preparing a proposal for design, engineering and permitting for a 5 year maintenance dredge permit. FY 16/17- \$25k, FY 17/18- \$500k.



Catch Basin Filtration & Oil Separators

Catch basin filtration for storm water and filtration/oil separators for the boat wash, maintenance and/or replacement. FY 17/18- \$20k.



40,000 sq. ft. Commercial Parcel for Marina Related Use

In accordance with the 2011 Joint Powers Agreement modification, the District is entitled to 40k sq. ft. of development for District use when the Development Project conveyance occurs. The District anticipates a need for professional planning, specifications and engineering to help develop this parcel to its full potential. FY 17/18- \$250k.

Some of the Capital Improvement Projects Planned for Pillar Point Harbor for Fiscal Year 2017/18:



Pillar Point Harbor



Sidewalk Improvements and ADA Compliance

The sidewalk will be widened for ADA compliance. ADA compliant ramps will be installed in new sidewalk along Johnson Pier Rd. Accessible parking and large, wide, crosswalks will ensure safe passage for all. Currently working with consultant CSG for project design and engineering. FY 16/17- \$485k, FY 17/18- \$750k



Fishing Pier Repair

The PPH Fishing Pier has suffered substantial erosion in places along its breakwater foundation support. Rip rap must be replaced before structural damage occurs. The decking and safety hand railings around the circumference of the pier will also be repaired and/or replaced to become ADA compliant. FY 16/17- \$25k, FY 17/18- \$500k



Launch Ramp Restroom Restoration

The restrooms at the PPH launch ramp are over 20 years old and are in poor condition. This restroom building is of modular construction and due to its poor condition, it is most cost effective to replace the entire building. Consultant COWI is working on design, engineering and permitting for the replacement. FY 16/17- \$25k, FY 18/19- \$150k.



LED Lighting Retrofit

The light poles throughout PPH are over 20 years old. All have sustained substantial corrosion and need replacement. It has been determined that low intensity, amber, LED lighting is the most efficient and environmentally sensitive lighting alternative. FY 16/17- \$25k, FY 17/18- \$275k



Search & Rescue Vessel Re-Build

The PPH Radon Search and Rescue vessel was built in 1974 and is in disrepair. Despite professional maintenance by staff and vendors, the vessel's age made the vessel no longer reliable. The hull was stripped and brought to its original manufacturer, Radon Boats, for a total re-fit. The vessel is currently being re-fit and re-powered. The vessel is scheduled to be finished and delivered in November 2017. FY 16/17- \$350k, FY 17/18- \$100k



West Trail Erosion Protection

The PPH West trail and adjacent bluffs have sustained substantial erosion, further exasperated by the recent historical rain we have sustained. District staff have submitted preliminary requests for re-imbusement funds with the San Mateo Office of Emergency Services. FY 16/17- \$235k, FY 17/18- \$1 mil.



Romeo Pier Demolition

The PPH Romeo Pier was found to be beyond repair in a 2014 condition survey. Consultant Moffat & Nichol are working on the design, engineering and permitting for its demolition and removal. This project will be put out for public bid after approval from the CA Waterboard. FY 16/17- \$625k, FY 17/18- \$1 mil.



Johnson Pier H Dock Replacement

The PPH H-Dock has outlived its serviceable life. The dock has been repaired multiple times over the years and needs replacement. Consultant Moffat & Nichol is currently working on design, engineering and permitting for the demolition and replacement. FY 17/18- \$1.5 mil.

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