

Resolution 06-12
of the
San Mateo County Harbor District
to
Adopt the Preliminary Fiscal Year 2012-13
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 2012-13 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 FY 2012-13 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 2012-13 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 20, 2012, 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 2nd day of May 2012 at a regular meeting of the Board of Harbor Commissioners by a recorded vote as follows:

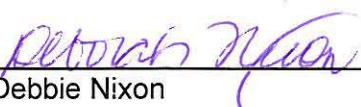
For: Bernardo, Padreddii, Parravano, Tucker

Against: None

Absent: Holsinger

Abstaining: None

Attested


Debbie Nixon
Deputy Secretary

BOARD OF HARBOR COMMISSIONERS


James Tucker
President

SAN MATEO COUNTY HARBOR DISTRICT

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



PRELIMINARY OPERATING AND CAPITAL BUDGET FISCAL YEAR ENDING JUNE 30, 2013

**May 2, 2012
Board of Harbor Commissioners**

**Peter Grenell
General Manager**

**Genevieve Frederick
Director of Finance**

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

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FINANCIAL SUMMARIES

SAN MATEO COUNTY HARBOR DISTRICT

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BUDGET SUMMARY

SAN MATEO COUNTY HARBOR DISTRICT

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REVENUES

SAN MATEO COUNTY HARBOR DISTRICT

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EXPENSES

SAN MATEO COUNTY HARBOR DISTRICT

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CAPITAL IMPROVEMENT PROJECTS

SAN MATEO COUNTY HARBOR DISTRICT

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APPENDIX A RATES AND FEES

SAN MATEO COUNTY HARBOR DISTRICT

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PRELIMINARY OPERATING AND CAPITAL BUDGET FISCAL YEAR ENDING JUNE 30, 2013

**May 2, 2012
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**Peter Grenell
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**DRAFT OPERATING AND CAPITAL BUDGET
FISCAL YEAR ENDING JUNE 30, 2013**

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FINANCIAL SUMMARIES

SAN MATEO COUNTY HARBOR DISTRICT
FY 2012-13 DRAFT BUDGET

Revenues, Expenses and Changes in Net Assets

	PILLAR POINT HARBOR	OYSTER POINT MARINA/ PARK	ADMINISTRATION	COMMISSION	TOTAL
REVENUES:					
Operating Revenues	1,961,249	1,762,247	0	0	3,723,497
Non-Operating Revenues	0	2,000,000	4,126,219	0	6,126,219
Total Revenues	1,961,249	3,762,247	4,126,219	0	9,849,716
EXPENSES:					
Salaries and Payroll Burden	1,454,175	1,639,535	909,074	105,380	4,108,165
Operating Expenses	585,399	456,018	250,176	494,750	1,786,343
Total Expenses before Interest, Depreciation and Capital Expenditures	2,039,574	2,095,553	1,159,250	600,130	5,894,508
Projected Increase/ (Decrease) in Net Assets from Operations (Rev-Exp)	-78,325	1,666,695	2,966,969	-600,130	3,955,208
Depreciation	644,162	747,256	8,314	0	1,399,732
Interest Expense	215,467	205,044	0	0	420,511
Total Interest and Depreciation	859,628	952,300	8,314	0	1,820,243
Projected Increase/ (Decrease) in Net Assets (Assets - Liabilities)	(937,953)	714,394	2,958,655	(600,130)	2,134,966

SAN MATEO COUNTY HARBOR DISTRICT
FY 2012-13 DRAFT BUDGET

Sources and Uses of Funds

Sources of Funds

Operating Revenue	3,723,497
Non Operating Revenue	6,126,219
New Debt	0
	<hr/>
Total Sources of Funds	9,849,716

Uses of Funds

Salaries and Payroll Burden net of OPEB	3,452,065
Operating Expenses	1,786,343
Interest Expense	420,511
Capital Outlay	3,439,818
Total Use of Funds	9,098,736

Projected Net Change in Cash Balance for FYE 13	750,980
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SAN MATEO COUNTY HARBOR DISTRICT
FY 2012-13 DRAFT BUDGET

Fund Balance - Categorized pursuant to GASB 54

	Projected Balance at June 30, 2012	Increase (Decrease)	Projected Balance At June 30, 2013
NON-SPENDABLE			
Land	616,861		616,861
Invested in Depreciable Capital Assets (1)	10,680,406	1,921,466	12,601,871
RESTRICTED			
DBAW Reserve Fund	1,701,349		1,701,349
COMMITTED			
Emergency Reserve	2,200,000		2,200,000
Set Aside for District Office Construction	1,250,000		1,250,000
ASSIGNED			
Capital Expenditure Reserve	586,500	213,500	800,000
OPEB Reserve	815,000		815,000
Reserve to address short term Liabilities	774,784		774,784
UNASSIGNED - available to eliminate any cash flow issues that could impede the District's ability to address operating cost			
	1,000,000		1,000,000
Total Net Assets (Assets - Liabilities)	19,624,899		21,759,865

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

SAN MATEO COUNTY HARBOR DISTRICT

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BUDGET SUMMARY

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

DESCRIPTION	PILLAR POINT HARBOR	OYSTER POINT MARINA/ PARK	ADMINISTRATION	COMMISSION	TOTAL
OPERATING REVENUE:					
Berth Fees	1,467,349	1,240,000	0	0	2,707,349
Mooring Fees	45,000	0	0	0	45,000
Launch Ramp Fees	80,000	25,000	0	0	105,000
Dock Boxes	0	6,000	0	0	6,000
Misc. Fees	30,700	10,900	0	0	41,600
Crab Pot Storage Fee	17,000	0	0	0	17,000
Rents & Concessions	283,600	227,047	0	0	510,647
Parking	25,000	1,500	0	0	26,500
Commercial Activity Permits	7,600	800	0	0	8,400
Sales	5,000	1,000	0	0	6,000
Operational Grants					
State- DBAW - Abandoned Vessel	0	0	0	0	0
Federal - DBAW - Guest Dock	0	250,000	0	0	250,000
Total Operating Revenues	1,961,249	1,762,247	0	0	3,723,497
NON-OPERATING REVENUE:					
Taxes	0	0	4,024,019	0	4,024,019
Reimbursements on Projects	0	2,000,000	0	0	2,000,000
Interest Income	0	0	101,200	0	101,200
Miscellaneous Revenues	0	0	1,000	0	1,000
Total Non-Operating Revenues	0	2,000,000	4,126,219	0	6,126,219
TOTAL REVENUES	1,961,249	3,762,247	4,126,219	0	9,849,716

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

DESCRIPTION	PILLAR POINT HARBOR	OYSTER POINT MARINA/ PARK	ADMINISTRATION	COMMISSION	TOTAL
SALARIES AND BENEFITS:					
Salaries and Wages Expense:					
Base Salary and Wages	841,901	598,437	590,356	36,000	2,066,694
Overtime	20,700	2,232	3,000	0	25,932
Differentials - Swing & Graveyard Shifts	2,500	0	0	0	2,500
PTO Liability	0	0	0	0	0
Total Salaries and Wages	865,101	600,669	593,356	36,000	2,095,126
					0
Benefits Expense:					
Pension Contributions	214,246	151,669	148,735	0	514,650
Health Insurance Costs - Current Employees	208,860	156,024	100,124	62,112	527,120
Worker's Compensation Insurance	70,877	49,418	18,859	17,008	156,162
Other Insurance - Current Employees	14,972	10,308	9,791	365	35,436
Insurance Costs - Retirees	33,610	20,270	0	19,656	73,536
Social Security and Taxes	12,208	8,677	8,560	2,639	32,084
Auto Allowance	3,000	3,000	8,400	0	14,400
Employment Assistance Program	1,300	1,000	750	500	3,550
OPEB Liability	30,000	638,500	20,500	-32,900	656,100
Total Benefits	589,074	1,038,866	315,718	69,380	2,013,039
TOTAL SALARY AND PAYROLL BURDEN	1,454,175	1,639,535	909,074	105,380	4,108,165

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

DESCRIPTION	PILLAR POINT HARBOR	OYSTER POINT MARINA/ PARK	ADMINISTRATION	COMMISSION	TOTAL
OPERATING EXPENSES:					
Advertising	3,000	1,500	2,000	2,000	8,500
Bad Debt Expense	0	0	0	0	0
Communications	11,000	5,500	9,500	0	26,000
Election Costs	0	0	0	469,100	469,100
Postage	10,200	8,000	11,876	500	30,576
Travel/ Training	6,000	6,000	14,500	2,700	29,200
Auto Mileage Reimbursement	1,100	350	1,500	400	3,350
Memberships/ Exams/ Subscriptions	175	175	10,000	0	10,350
Personnel Tests	1,100	1,000	0	0	2,100
Property & Casualty Insurance	115,600	115,600	0	10,200	241,400
Fuel	18,500	7,000	0	0	25,500
Operating Supplies	41,500	29,000	0	0	70,500
Office Supplies	3,250	3,250	10,250	150	16,900
Uniform Expenses	9,975	9,356	0	0	19,331
Legal Services	13,000	9,000	24,500	5,000	51,500
Professional Services	5,000	5,000	5,000	1,500	16,500
Outside Contractual Services	28,075	99,775	20,250	1,200	149,300
Bank & Credit Card Fees	13,795	13,980	1,000	0	28,775
Computer - Hardware and software	10,000	10,000	15,000	0	35,000
Office Space and Equipment Rentals	0	0	90,600	0	90,600
Repair and Maintenance	35,000	23,000	0	0	58,000
Garbage Collections	56,699	21,820	0	0	78,519
Water and Electrical Utility Expenses	202,430	86,712	0	0	289,142
LAFCO Fees	0	0	5,200	0	5,200
Property Tax Admin. Fee	0	0	29,000	0	29,000
Employee Appreciation Dinner	0	0	0	2,000	2,000
Total Operating Expenses	585,399	456,018	250,176	494,750	1,786,343
NON-OPERATING EXPENSES:					
Depreciation Expense	644,162	747,256	8,314	0	1,399,732
Interest Expense - DBAW Loan	215,467	205,044	0	0	420,511
Total Non-Operating Expenses	859,628	952,300	8,314	0	1,820,243
TOTAL OE&E EXPENSE	1,445,027	1,408,318	258,490	494,750	3,606,586

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

DESCRIPTION	PILLAR POINT HARBOR	OYSTER POINT MARINA/ PARK	ADMINISTRATION	COMMISSION	TOTAL
CAPITAL PROJECTS:					
Oyster Point Marina:					
Replacement of Dock 11	0	808,000	0	0	808,000
Replacement of Guest Dock	0	561,500	0	0	561,500
East Basin Restroom Renovation	0	300,000	0	0	300,000
Wave Attenuators	0	128,583	0	0	128,583
Launch Ramp Slurry Seal	0	40,000	0	0	40,000
Pillar Point Harbor:					
Rip Rap Repair - Fishing Pier	157,558	0	0	0	157,558
Johnson Pier Utilities, Dock	373,004	0	0	0	373,004
West Trail - Fix Erosion	356,173	0	0	0	356,173
Multi-Purpose Building	280,000	0	0	0	280,000
Restrooms - West Basin	100,000	0	0	0	100,000
Down Ramp Replacements	200,000	0	0	0	200,000
Feasib. Add'l 71 Berths	100,000	0	0	0	100,000
Dredge Launch Ramp	0	0	0	0	0
Launch Ramp Slurry Seal	35,000	0	0	0	35,000
Total Capital Projects	1,601,735	1,838,083	0	0	3,439,818
Total All Costs	4,500,937	4,885,936	1,167,565	600,130	11,154,568

SAN MATEO COUNTY HARBOR DISTRICT

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REVENUES

SAN MATEO COUNTY HARBOR DISTRICT
FY 2012-13 DRAFT BUDGET

COMBINED REVENUES

DESCRIPTION	PRIOR YEAR ACTUAL	FY 11-12 FINAL BUDGET	FY 11-12 YEAR TO DATE THRU 4/22/12	FY 11-12 PROJECTED ANNUAL	FY 12-13 PRELIMINARY BUDGET
Operating Revenues	3,506,705	3,718,900	2,848,909	3,388,616	3,723,497
Non-Operating Revenues	4,496,464	4,196,000	2,992,914	5,064,100	6,126,219
TOTAL Revenues	8,003,169	7,914,900	5,841,823	8,452,715	9,849,716

SAN MATEO COUNTY HARBOR DISTRICT
FY 2012-13 DRAFT BUDGET

PILLAR POINT HARBOR

DESCRIPTION	PRIOR YEAR ACTUAL	FY 11-12 FINAL BUDGET	FY 11-12 YEAR TO DATE THRU 4/22/12	FY 11-12 PROJECTED ANNUAL	FY 12-13 PRELIMINARY Budget
OPERATING REVENUE:					
Berth Fees	1,316,014	1,473,000	1,141,942	1,371,880	1,467,349
Mooring Fees	42,410	48,000	36,612	45,200	45,000
Launch Ramp Fees	68,091	111,000	64,930	70,130	80,000
Misc. Fees	50,799	52,200	55,527	60,120	30,700
Crab Pot Storage Fee	0	0	0	0	17,000
Insurance Settlement	47,324	0	789	789	0
Rents & Concessions	393,121	349,000	279,453	314,453	283,600
Parking	23,814	34,000	32,255	32,255	25,000
Commercial Activity Permits	28,155	63,000	7,495	7,400	7,600
Sales	5,023	7,000	14,816	16,016	5,000
Operational Grants					
Pump Out Station Grant	0	0	0	17,440	0
State - OES Storm Grant	0	0	-36,152	-36,152	0
State- DBAW - Abandoned Vessel	0	34,200	34,200	34,200	0
Total Operating Revenues	1,974,752	2,171,400	1,631,867	1,933,731	1,961,249

SAN MATEO COUNTY HARBOR DISTRICT
FY 2012-13 DRAFT BUDGET

OYSTER POINT MARINA PARK

DESCRIPTION	PRIOR YEAR ACTUAL	FY 11-12 FINAL BUDGET	FY 11-12 YEAR TO DATE THRU 4/22/12	FY 11-12 PROJECTED ANNUAL	FY 12-13 PRELIMINARY Budget
OPERATING REVENUE:					
Berth Fees	1,118,473	1,212,000	969,832	1,156,555	1,240,000
Dock Boxes	5,674	6,000	6,646	6,000	6,000
Launch Ramp Fees	24,049	24,000	17,241	21,286	25,000
Misc. Fees	37,828	38,500	15,886	18,212	10,900
Insurance Settlement	2,500	0	0	0	0
Rents & Concessions	289,235	243,000	182,290	225,049	227,047
Parking	1,143	1,600	876	1,081	1,500
Commercial Activity Permits	450	400	550	550	800
Sales	1,995	2,000	1,849	1,849	1,000
Operational Grants					
State- DBAW - Abandoned Vessel	19,433	20,000	21,872	24,302	0
SSF - Reimbursement of lease consultant fees	31,173	0	0	0	0
Federal - DBAW - Guest Dock	0	0	0	0	250,000
Total Operating Revenues	1,531,953	1,547,500	1,217,042	1,454,884	1,762,247
NON-OPERATING REVENUE:					
Reimbursements on Projects	0	600,000	0	600,000	2,000,000
Total Non-Operating Revenues	0	600,000	0	600,000	2,000,000

SAN MATEO COUNTY HARBOR DISTRICT
FY 2012-13 DRAFT BUDGET

ADMINISTRATION

DESCRIPTION	PRIOR YEAR ACTUAL	FY 11-12 FINAL BUDGET	FY 11-12 YEAR TO DATE THRU 4/22/12	FY 11-12 PROJECTED ANNUAL	FY 12-13 PRELIMINARY Budget
NON-OPERATING REVENUE:					
Taxes	4,270,137	3,520,000	2,924,475	4,379,892	4,024,019
Interest Income	134,023	75,000	64,266	79,341	101,200
Miscellaneous Revenues	92,304	1,000	4,173	4,867	1,000
Total Non-Operating Revenues	4,496,464	3,596,000	2,992,914	4,464,100	4,126,219

SAN MATEO COUNTY HARBOR DISTRICT

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EXPENSES

SAN MATEO COUNTY HARBOR DISTRICT
FY 2012-13 DRAFT BUDGET

COMBINED EXPENSES

DESCRIPTION	PRIOR YEAR ACTUAL	FY 11-12 FINAL BUDGET	FY 11-12 YEAR TO DATE THRU 4/22/12	FY 11-12 PROJECTED ANNUAL	FY 12-13 PRELIMINARY BUDGET
SALARIES AND BENEFITS:					
Salaries and Wages Expense	2,045,598	2,050,200	1,629,445	1,990,423	2,095,126
Benefits Expense	1,262,476	1,640,700	1,367,016	1,880,875	2,013,039
Total Salary and Payroll Burden	3,308,073	3,690,900	2,996,462	3,871,298	4,108,165
OPERATING EXPENSES	1,627,293	1,904,050	1,195,210	1,693,082	1,786,343
NON-OPERATING EXPENSES	1,849,529	2,197,500	336,742	1,827,524	1,820,243
Total Expenses without Capital Outlay	6,784,895	7,792,450	4,528,414	7,391,903	7,714,750
CAPITAL PROJECTS	200,622	1,602,546	582,974	1,383,176	3,439,818
TOTAL EXPENSES	6,985,517	9,394,996	5,111,388	8,775,079	11,154,568

SAN MATEO COUNTY HARBOR DISTRICT
FY 2012-13 DRAFT BUDGET

PILLAR POINT HARBOR

DESCRIPTION	PRIOR YEAR ACTUAL	FY 11-12 FINAL BUDGET	FY 11-12 YEAR TO DATE THRU 4/22/12	FY 11-12 PROJECTED ANNUAL	FY 12-13 PRELIMINARY Budget
SALARIES AND BENEFITS:					
Salaries and Wages Expense:					
Base Salary and Wages	626,630	663,900	516,795	682,575	841,901
Overtime	35,069	23,000	28,382	34,345	20,700
Differentials - Swing & Graveyard Shifts	4,364	12,700	2,006	2,526	2,500
PTO Liability	102,746	125,000	98,676	80,840	0
Other Pay	3,015	3,700	1,673	1,673	0
Total Salaries and Wages	771,824	828,300	647,531	801,959	865,101
Benefits Expense:					
Pension Contributions	162,382	184,250	150,418	186,693	214,246
Health Insurance Costs - Current Employees	162,303	170,000	143,071	176,854	208,860
Worker's Compensation Insurance	50,500	65,000	36,884	36,900	70,877
Other Insurance - Current Employees	12,730	14,000	11,599	14,014	14,972
Insurance Costs - Retirees	45,588	31,000	33,453	44,470	33,610
Social Security and Taxes	10,756	10,000	9,078	11,538	12,208
Auto Allowance	2,400	2,400	700	1,200	3,000
Employment Assistance Program	1,231	1,500	1,071	1,323	1,300
OPEB Liability	-36,445	200,000	263,778	664,871	30,000
Total Benefits	411,445	678,150	650,053	1,137,864	589,074
OPERATING EXPENSES:					
Advertising	7,756	8,000	2,003	3,253	3,000
Bad Debt Expense	53,376	20,000	0	0	0
Communications	13,520	15,000	15,414	17,814	11,000
Computer Hardware and Software	1,382	30,000	1,219	17,492	10,000
Postage	6,770	6,000	6,215	9,600	10,200
Travel/ Training	4,592	4,500	9	4,550	6,000
Auto Mileage Reimbursement	488	1,000	656	800	1,100
Memberships/ Exams/ Subscriptions	138	500	313	313	175
Personnel Tests	427	1,000	545	400	1,100

SAN MATEO COUNTY HARBOR DISTRICT
FY 2012-13 DRAFT BUDGET

Property & Casualty Insurance	113,100	115,000	115,589	115,589	115,600
Fuel	10,221	15,000	9,600	11,851	18,500
Operating Supplies	56,032	54,500	38,302	44,240	41,500
Office Supplies	6,711	3,000	1,881	3,000	3,250
Uniform Expenses	8,380	10,000	7,929	9,500	9,975
Legal Services	48,804	40,000	6,217	16,500	13,000
Professional Services	4,288	10,000	6,336	6,936	5,000
Outside Contractual Services	53,892	39,000	24,098	28,955	28,075
Bank & Credit Card Fees	13,315	11,000	9,861	13,100	13,795
Repair and Maintenance	141,157	122,000	132,174	290,640	35,000
Garbage Collections	58,401	52,500	44,433	54,611	56,699
Vessel Destruction	35,904	10,000	0	0	0
Water and Electrical Utility Expenses	128,535	125,000	127,236	197,014	202,430
Total Operating Expenses	767,187	693,000	550,029	846,159	585,399
NON-OPERATING EXPENSES:					
Depreciation Expense	656,792	975,000	0	625,875	644,162
Interest Expense - DBAW Loan	247,818	220,000	172,544	237,355	215,467
Total Non-Operating Expenses	904,611	1,195,000	172,544	863,230	859,628
CAPITAL PROJECTS:					
Pillar Point Harbor:					
Fish Buyers Bldg. Repairs	43,475	31,359	0	5,000	0
Rip Rap Repair - Fishing Pier	0	0	9,804	28,946	157,558
Pump Out Station	0	0	0	23,254	0
Johnson Pier Utilities, Deck	0	0	10,919	22,828	373,004
West Trail - Fix Erosion	0	0	20,523	52,355	356,173
Multi-Purpose Building	0	0	0	7,800	280,000
Restrooms - West Basin	0	0	0	0	100,000
Down Ramp Replacements	0	0	0	0	200,000
Feasib. Add'l 71 Berths	0	397,697	33,894	179,244	100,000
North HMB Shoreline (Surfers Beach)	118,102	293,490	230	125,230	0
Lessee Sidewalk	0	115,000	8,475	8,475	0
Dredge Launch Ramp	0	20,000	0	253,147	0
Launch Ramp Slurry Seal	0	0	0	0	35,000
Romeo Pier Study/Renovation	67	0	0	0	0
Post Office Lot	38,638	0	9,573	9,573	0
Total Capital Projects	200,282	857,546	93,418	715,852	1,601,735
TOTAL EXPENSES	3,055,348	4,251,996	2,113,575	4,365,063	4,500,937

SAN MATEO COUNTY HARBOR DISTRICT
FY 2012-13 DRAFT BUDGET

OYSTER POINT MARINA PARK

DESCRIPTION	PRIOR YEAR ACTUAL	FY 11-12 FINAL BUDGET	FY 11-12 YEAR TO DATE THRU 4/22/12	FY 11-12 PROJECTED ANNUAL	FY 12-13 PRELIMINARY Budget
SALARIES AND BENEFITS:					
Salaries and Wages Expense:					
Base Salary and Wages	577,731	547,900	407,619	528,505	598,437
Overtime	4,815	6,000	5,848	4,963	2,232
Differentials - Swing & Graveyard Shifts	1,037	1,500	70	70	0
PTO Liability	98,374	90,000	98,178	71,275	0
Other Pay	493	1,500	165	0	0
Total Salaries and Wages	682,449	646,900	511,880	604,813	600,669
Benefits Expense:					
Pension Contributions	145,692	171,250	117,149	146,163	151,669
Health Insurance Costs - Current Employees	130,821	145,000	105,412	126,254	156,024
Worker's Compensation Insurance	47,505	30,000	30,933	31,000	49,418
Other Insurance - Current Employees	11,360	12,500	8,935	10,715	10,308
Insurance Costs - Retirees	34,874	16,000	25,247	40,111	20,270
Social Security and Taxes	11,037	10,000	7,500	8,580	8,677
Auto Allowance	2,400	2,400	700	1,200	3,000
Employment Assistance Program	1,007	1,500	834	1,000	1,000
OPEB Liability	166,414	160,000	122,009	53,334	638,500
Total Benefits	551,110	548,650	418,719	418,357	1,038,866
OPERATING EXPENSES:					
Advertising	21,195	20,000	2,219	2,400	1,500
Bad Debt Expense	62,200	20,000	0	5,000	0
Communications	7,228	7,500	7,636	8,544	5,500
Computer Hardware and Software	2,856	25,000	2,628	18,902	10,000
Postage	5,901	6,000	5,416	8,200	8,000
Travel/ Training	3,516	5,000	0	4,550	6,000
Auto Mileage Reimbursement	269	500	75	500	350
Memberships/ Exams/ Subscriptions	138	350	138	150	175
Personnel Tests	800	1,500	240	400	1,000
Property & Casualty Insurance	113,100	115,000	115,589	115,589	115,600

SAN MATEO COUNTY HARBOR DISTRICT
FY 2012-13 DRAFT BUDGET

Fuel	6,246	8,000	3,938	5,053	7,000
Operating Supplies	27,564	23,000	15,968	16,562	29,000
Office Supplies	6,354	8,000	2,283	3,700	3,250
Uniform Expenses	8,651	10,000	5,899	8,911	9,356
Legal Services	11,261	10,000	16,218	18,000	9,000
Claims Settlements	0	0	3,387	3,400	0
Professional Services	4,395	5,000	6,646	9,500	5,000
Outside Contractual Services	106,213	97,200	74,181	92,373	99,775
Bank & Credit Card Fees	12,912	10,500	9,362	13,300	13,980
Repair and Maintenance	47,222	121,000	32,188	55,930	23,000
Garbage Collections	21,703	30,000	17,002	20,981	21,820
Vessel Destruction	21,433	20,000	24,302	24,302	0
Water and Electrical Utility Expenses	108,869	105,000	68,859	85,011	86,712
Total Operating Expenses	600,026	648,550	414,172	521,257	456,018
NON-OPERATING EXPENSES:					
Depreciation Expense	700,773	800,000	0	730,106	747,256
Interest Expense - DBAW Loan	235,831	200,000	164,197	225,873	205,044
Total Non-Operating Expenses	936,604	1,000,000	164,197	955,979	952,300
CAPITAL PROJECTS:					
Oyster Point Marina:					
Electrical Pedestals	0	180,000	36,684	136,700	0
Ferry Terminal	339	0	0	0	0
Launch Ramp Slurry Seal	0	0	0	0	40,000
Replacement of Dock 11	0	0	0	0	808,000
Replacement of Guest Dock	0	0	774	38,525	561,500
East Basin Restroom Renovation	0	0	0	0	300,000
Wave Attenuators	0	565,000	452,099	492,099	128,583
Total Capital Projects	339	745,000	489,557	667,324	1,838,083
TOTAL EXPENSES	2,770,529	3,589,100	1,998,525	3,167,730	4,885,936

SAN MATEO COUNTY HARBOR DISTRICT
FY 2012-13 DRAFT BUDGET

ADMINISTRATION

DESCRIPTION	PRIOR YEAR ACTUAL	FY 11-12 FINAL BUDGET	FY 11-12 YEAR TO DATE THRU 4/22/12	FY 11-12 PROJECTED ANNUAL	FY 12-13 PRELIMINARY Budget
SALARIES AND BENEFITS:					
Salaries and Wages Expense:					
Base Salary and Wages	494,298	485,000	404,238	503,317	590,356
Overtime	2,351	3,000	2,000	2,469	3,000
PTO Liability	56,516	50,000	34,396	42,465	0
Other Pay	2,159	1,000	0	0	0
Total Salaries and Wages	555,325	539,000	440,635	548,251	593,356
Benefits Expense:					
Pension Contributions	109,624	131,000	101,014	124,709	148,735
Health Insurance Costs - Current Employees	84,208	120,000	74,773	91,461	100,124
Worker's Compensation Insurance	3,532	20,000	17,423	17,425	18,859
Other Insurance - Current Employees	13,211	16,500	7,271	8,724	9,791
Social Security and Taxes	8,449	8,000	7,470	8,600	8,560
Auto Allowance	7,200	7,200	6,350	7,750	8,400
Employment Assistance Program	671	1,000	528	750	750
OPEB Liability	10,734	20,000	14,969	20,700	20,500
Total Benefits	237,630	323,700	229,799	280,119	315,718
OPERATING EXPENSES:					
Advertising	394	2,000	1,000	0	2,000
Communications	9,295	12,000	10,635	12,000	9,500
Computer Hardware and Software	2,845	20,000	4,562	20,086	15,000
Postage	3,842	5,000	4,306	10,841	11,876
Travel/ Training	10,405	17,000	4,079	12,234	14,500
Auto Mileage Reimbursement	2,240	1,500	1,242	2,200	1,500
Memberships/ Exams/ Subscriptions	13,306	20,000	14,616	14,616	10,000
Personnel Tests	1,799	4,000	2,569	2,700	0
Office Supplies	10,321	14,000	6,988	9,300	10,250
Legal Services	29,736	30,000	23,798	43,096	24,500
Professional Services	5,207	20,000	11,007	19,000	5,000
Outside Contractual Services	21,950	33,000	29,976	30,918	20,250

SAN MATEO COUNTY HARBOR DISTRICT
FY 2012-13 DRAFT BUDGET

Bank & Credit Card Fees	-260	2,000	1,360	1,678	1,000
Office Space and Equipment Rentals	90,547	100,000	73,634	88,334	90,600
LAFCO Fees	4,635	5,000	4,674	4,674	5,200
Property Tax Admin. Fee	28,363	30,000	13,173	26,346	29,000
Total Operating Expenses	234,626	315,500	207,619	298,023	250,176
 NON-OPERATING EXPENSES:					
Depreciation Expense	8,314	2,500	0	8,314	8,314
Total Non-Operating Expenses	8,314	2,500	0	8,314	8,314
TOTAL EXPENSES	1,035,894	1,180,700	878,052	1,134,707	1,167,565

SAN MATEO COUNTY HARBOR DISTRICT
FY 2012-13 DRAFT BUDGET

COMMISSION

DESCRIPTION	PRIOR YEAR ACTUAL	FY 11-12 FINAL BUDGET	FY 11-12 YEAR TO DATE THRU 4/22/12	FY 11-12 PROJECTED ANNUAL	FY 12-13 PRELIMINARY Budget
SALARIES AND BENEFITS:					
Salaries and Wages Expense:					
Base Salary and Wages	36,000	36,000	29,400	35,400	36,000
Total Salaries and Wages	36,000	36,000	29,400	35,400	36,000
Benefits Expense:					
Pension Contributions	1,632	1,900	1,372	1,372	0
Health Insurance Costs - Current Employees	50,164	48,000	36,722	44,874	62,112
Worker's Compensation Insurance	293	16,500	14,308	17,008	17,008
Other Insurance - Current Employees	324	500	236	284	365
Insurance Costs - Retirees	7,062	0	0	5,700	19,656
Social Security and Taxes	2,346	2,800	2,159	2,605	2,639
Employment Assistance Program	559	500	456	500	500
OPEB Liability	-90	20,000	13,191	-27,809	-32,900
Total Benefits	62,291	90,200	68,445	44,535	69,380
OPERATING EXPENSES:					
Advertising	1,351	2,000	897	1,497	2,000
Computer Hardware and Software	101	500	0	0	0
Election Liability	0	200,000	0	0	469,100
Postage	165	0	129	500	500
Travel/ Training	3,167	2,500	2,561	2,669	2,700
Auto Mileage Reimbursement	90	500	190	500	400
Memberships/ Exams/ Subscriptions	211	500	114	250	0
Property & Casualty Insurance	9,661	10,000	9,534	10,139	10,200
Office Supplies	229	1,500	101	100	150
Legal Services	3,190	20,000	6,394	7,600	5,000
Professional Services	1,318	3,000	666	1,000	1,500
Outside Contractual Services	1,256	1,500	1,081	1,274	1,200
Employee Appreciation Dinner	4,714	5,000	1,725	2,114	2,000
Total Operating Expenses	25,455	247,000	23,391	27,643	494,750
TOTAL EXPENSES	123,746	373,200	121,235	107,578	600,130

SAN MATEO COUNTY HARBOR DISTRICT

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



CAPITAL IMPROVEMENT PROJECTS

SAN MATEO COUNTY HARBOR DISTRICT
FY 2012-13 DRAFT BUDGET

Capital Improvement Projects

	Budgeted Projects	Estimated Carryover	Combined Projects
Oyster Point Marina:			
Replacement of Dock 11	808,000		808,000
Replacement of Guest Dock	561,500		561,500
East Basin Restroom Renovation	300,000		300,000
Wave Attenuators	128,583		128,583
Launch Ramp Slurry Seal	40,000		40,000
Total Oyster Point Marina/ Park	1,838,083		1,838,083
Pillar Point Harbor:			
Rip Rap Repair - Fishing Pier	170,000		170,000
Johnson Pier Utilities, Deck	130,000		130,000
West Trail - Fix Erosion	300,000		300,000
Multi-Purpose Building	280,000		280,000
Restrooms - West Basin	100,000		100,000
Down Ramp Replacements	200,000		200,000
Feasib. Add'l 71 Berths	100,000	137,220	237,220
North HMB Shoreline (Surfers Beach)		293,507	293,507
Dredge Launch Ramp	100,000		100,000
Launch Ramp Slurry Seal	35,000		35,000
Total Pillar Point Harbor	1,415,000	430,727	1,845,727
TOTAL DISTRICT	3,253,083	430,727	3,683,810

SAN MATEO COUNTY HARBOR DISTRICT

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



APPENDIX A RATES AND FEES

Resolution 06-12
of the
San Mateo County Harbor District
to
Adopt the Preliminary Fiscal Year 2012-13
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 2012-13 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 FY 2012-13 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 2012-13 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 20, 2012, 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 2nd day of May 2012 at a regular meeting of the Board of Harbor Commissioners by a recorded vote as follows:

For:

Against:

Absent:

Abstaining:

Attested

BOARD OF HARBOR COMMISSIONERS

Debbie Nixon
Deputy Secretary

James Tucker
President