

SAN MATEO COUNTY HARBOR DISTRICT

400 Oyster Point Blvd., Suite 300, South San Francisco, CA 94080



FINAL INTEGRATED OPERATING AND CAPITAL BUDGET FISCAL YEAR ENDING JUNE 30, 2014

Board of Harbor Commissioners

**Peter Grenell
General Manager**

**Debra Galarza
Acting Director of Finance**

**Scott Grindy
Harbor Master**

**Marietta Harris
Human Resource Manager**

Memorandum

DATE: June 19, 2013

TO: Honorable Members of the Board of Harbor Commissioners and Residents of San Mateo County

FROM: Peter Grenell, General Manager 

RE: Final Integrated Operating and Capital Budget for Fiscal Year 2013-2014

You have before you the Final Integrated Operating and Capital Budget for Fiscal Year 2013-2014 totaling \$10,101,474. We have worked hard to bring you a Budget that clearly reflects the needs and challenges of the District. The Harbor Commission has worked closely with staff in budget workshops and meetings to address the needs of both Pillar Point and Oyster Point facilities and the District as a whole. Staff recommends adoption of this budget.

Budgets Highlights

Revenue – Project Operating Revenue has been budgeted at \$3,651,249. This is an increase over projected current year-end operating revenue of approximately three percent. Operational Grants for the destruction of abandoned vessels have been included in the 2013-14 budget as operational revenues. In addition, the increase is expected as a result of a 3% increase in Berthing, Transient and Mooring fees, enhanced collection efforts, enhanced interest in our facilities due to improvements to our infrastructure, the economy's slow recovery, and increased visibility of our facilities through increased promotional activities and marketing of the Harbor and Marina. Since the preliminary budget was drafted in March 2013, operating revenues for the current year are also forecast to be very slightly higher than originally expected. This higher projection reflects better than anticipated berth rentals during the crab and salmon seasons.

Non-Operating Revenues budgeted for Fiscal Year 2013-14 includes taxes and interest income. In Fiscal Year 2013-14, a total of \$3,907,983 has been budgeted in non-operating revenues. Almost all of this category of revenues is comprised of tax revenues, which are budgeted at \$3,805,783 for Fiscal Year 2013-14. The budget does not assume the County will be able to provide any RDA refunds for fiscal year 2013-14. Total projected cash-in is \$7,559,232; projected cash-out is \$8,417,487.

This represents a projected decrease in the 2013-14 cash reserve of \$858,255. While cash is projected to drop in Fiscal Year 2013-14, much of the “cash-out” will be used for additional and upgraded capital assets. The total change to net assets is expected to be a decrease of \$845,913 during Fiscal Year 2013-14.

Expenses

Projected Operating Expenses at the harbor and marina, excluding termination expense, interest expenses, depreciation and capital projects, are budgeted at \$6,271,337. This represents an increase of \$748,451 over the 2012-13 budget. The budget is estimated to be greater than both the prior year budget and the current year projection due to increases across a number of expenses, from cost of living increases in employees' wages to anticipated increases in fuel expenses.

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

Capital Projects – Total capital improvement budget for Fiscal Year 2013-14 is \$1,696,329. This includes Carry-Over funds of \$801,329. The carryover is due to the continued work on Rip Rap Repair-Fishing Pier, West Trail Erosion, and Multi-Purpose Building.

Major new capital projects budgeted for in Fiscal Year 2013-14 include:

- 150,000 Recreational Docks Repairs at Pillar Point Harbor. This project is to replace both floats and electrical transformers at the A, B, C docks. To delay will cause safety hazards and allow transformers to sink into the water, eliminating power boats at A, B, C docks.
- \$150,000 Tenant Sewer Project at Pillar Point Harbor. This project is to replace the main sewer line under the tenant leased spaces in the concessionaire building. Without this work continued drain clearing and leakage from pipes will be needed.
- \$70,000 Inner Harbor Maintenance Dredging at Pillar Point Harbor. This initial effort will provide site examination and design services to determine future Inner Harbor dredging zones and volumes. Without this effort to dredge the Inner Harbor navigation and boat access to berths will be compromised.

- \$110,000 West Restroom Renovation at Oyster Point Marina. This project is to roof, paint and upgrade the fixtures so that continued use can occur. Without this project age and stress to this older restroom will cause either a shut-down or limitation of use.
- \$150,000 Harbor Office Remodel for Pillar Point Harbor. Refurbish the Harbor office to provide improved appropriate levels of customer service and ADA compliant access. Without this improvement the Harbor office will continue to have non-efficient space used and ADA access will continue to be an issue.

The Future Outlook

Over the past several years a weakened economy and nearly three successive years of salmon fishing season closure or restriction created an environment in which operating revenues did not increase substantially. This continues although total expenditures are expected to exceed the previous year because of increasing legal fees and other operational expense increases.

The District continues to look for ways to enhance revenues. The District hired a new Harbor Master who is committed to finding ways to expand Pillar Point revenues, and to promote Oyster Point Marina to the San Francisco Bay market. The District hopes that this and other efforts will continue to increase occupancy and revenue, but we are aware that the lagging economy and changes in the boating market create a challenge to raising Oyster Point occupancy. Reconfiguring and upgrading the first two of several Oyster Point docks to better accommodate vessel market demand is almost completed and should attract new boaters. The District has successfully negotiated several expiring leases on terms that are more favorable for the District. This practice will continue as additional leases mature.

The District recently was awarded its Clean Marina Certification for both harbors. This distinction is a result of extensive staff work and public education, is expected to be a positive influence on berthing occupancy.

The District continues to retire its debt to the Department of Boating and Waterways. Formerly \$19.7 million, the outstanding balance is now down to \$8.1 million. The District is on schedule to fully retire the debt a year earlier, in 2018.

The District will also consider all available options for financing capital projects over the next several years. As the District's outstanding loan balance continues to fall, the District will have additional borrowing capacity to continue larger-scale capital projects

such as dock reconfiguration or to help fund new projects that are deemed to be advantageous to the District's goals. In the interim, the District's decreasing loan balance reduces District interest expenses and improves the District's fiscal position.

The Harbor Commission's Strategic Planning, Finance and Priorities workshop in early 2013 provided a solid basis for short term fiscal planning. For the longer term, the District is set to prepare a Strategic Business Plan as a benchmark and guide for future revenue enhancement, capital improvements, debt management, and operational economies. The District has a framework to maintain and improve our harbors with confidence, as we move forward to address the challenges facing us.

Acknowledgements

The budget, as always, has been a team effort of the Commissioners, management and finance staff and myself.

San Mateo County Harbor District

Board of Harbor Commissioners

<u>TITLE</u>	<u>NAME</u>	<u>TERM EXPIRES</u>
PRESIDENT	James Tucker	December 31, 2014
TREASURER	Robert Bernardo	December 31, 2014
SECRETARY	Pietro Parravano	December 31, 2016
COMMISSIONER	Sabrina Brennan	December 31, 2016
COMMISSIONER	William Holsinger	December 31, 2014

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**FINAL INTEGRATED OPERATING AND CAPITAL BUDGET
FISCAL YEAR ENDING JUNE 30, 2014**

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SAN MATEO COUNTY HARBOR DISTRICT

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BUDGET SUMMARY

BUDGET SUMMARY

DESCRIPTION	PILLAR POINT HARBOR	OYSTER POINT MARINA/ PARK	ADMINISTRATION	COMMISSION	TOTAL
OPERATING REVENUE:					
Berth Fees	1,514,796	1,186,135	0	0	2,700,931
Mooring Fees	47,337	0	0	0	47,337
Launch Ramp Fees	81,306	15,151	0	0	96,457
Dock Boxes	0	7,288	0	0	7,288
Misc. Fees	33,601	18,673	0	0	52,274
Rents & Concessions	370,696	224,714	0	0	595,410
Parking	54,896	780	0	0	55,676
Commercial Activity Permits	9,000	500	0	0	9,500
Sales	4,472	1,904	0	0	6,376
Operational Grants					
State- DBAW - Abandoned Vessel	26,500	26,500	0	0	53,000
Pump Out Station Grant	0	0	0	0	0
Total Operating Revenues	2,142,604	1,481,645	0	0	3,624,249
NON-OPERATING REVENUE:					
Taxes	0	0	3,805,783	0	3,805,783
Interest Income	0	0	101,200	0	101,200
Miscellaneous Revenues	0	0	1,000	0	1,000
Total Non-Operating Revenues	0	0	3,907,983	0	3,907,983
TOTAL REVENUES	2,142,604	1,481,645	3,907,983	0	7,532,232

BUDGET SUMMARY

DESCRIPTION	PILLAR POINT HARBOR	OYSTER POINT MARINA/ PARK	ADMINISTRATION	COMMISSION	TOTAL
SALARIES AND BENEFITS:					
Salaries and Wages Expense:					
Base Salary and Wages	921,967	665,551	631,152	36,000	2,254,670
Overtime	11,000	7,000	4,000	0	22,000
Other Pay	10,000	10,000	0	0	20,000
Total Salaries and Wages	942,967	682,551	635,152	36,000	2,296,670
Benefits Expense:					
Pension Contributions	241,800	174,979	163,177	0	579,955
Health Insurance Costs - Current Employees	207,708	154,620	100,164	24,365	486,857
Worker's Compensation Insurance	83,924	58,174	4,637	248	146,983
Other Insurance - Current Employees	15,566	11,062	9,781	408	36,817
Insurance Costs - Retirees	27,100	20,111	0	19,656	66,867
Social Security and Taxes	13,673	9,478	9,210	3,122	35,483
Auto Allowance	3,000	3,000	8,400	0	14,400
Employment Assistance Program	1,300	1,100	650	550	3,600
Liability for Termination Benefit	30,485	25,891	10,267	-19,656	46,987
Total Benefits	624,556	458,415	306,285	28,693	1,417,948
TOTAL SALARY AND PAYROLL BURDEN	1,567,523	1,140,966	941,437	64,693	3,714,618

BUDGET SUMMARY

DESCRIPTION	PILLAR POINT HARBOR	OYSTER POINT MARINA/ PARK	ADMINISTRATION	COMMISSION	TOTAL
OPERATING EXPENSES:					
Advertising	11,400	10,000	2,500	17,000	40,900
Communications	22,600	14,000	12,500	0	49,100
Computer - Hardware and software	11,750	4,750	10,500	0	27,000
Postage	9,550	3,220	6,500	250	19,520
Meetings/Travel/ Training	6,000	6,000	8,500	10,600	31,100
Auto Mileage Reimbursement	1,122	204	2,000	400	3,726
Memberships/ Exams/ Subscriptions	200	200	15,000	0	15,400
Personnel Tests	2,000	1,100	2,500	0	5,600
Property & Casualty Insurance	134,890	134,970	0	15,950	285,810
Fuel	15,432	7,154	0	0	22,586
Operating Supplies	72,777	43,150	0	0	115,927
Office Supplies	9,024	4,241	12,100	1,500	26,866
Uniform Expenses	13,286	8,240	0	0	21,526
Legal Services	50,000	18,000	50,000	10,000	128,000
Professional Services	17,300	15,306	15,400	4,000	52,006
Outside Contractual Services	80,972	110,915	28,150	1,300	221,337
Bank & Credit Card Fees	20,782	27,750	4,000	0	52,532
Office Space and Equipment Rentals	0	3,800	99,000	0	102,800
Repair and Maintenance	567,044	156,500	0	0	723,544
Garbage Collections	78,750	26,775	0	0	105,525
Harbor/ Marina Public Access	35,000	20,000	0	0	55,000
Harbor/ Marina Equipment	147,800	56,000	0	0	203,800
Vessel Destruction	40,000	40,000	0	0	80,000
Water and Electrical Utility Expenses	164,003	117,551	0	0	281,554
LAFCO Fees	0	0	8,700	0	8,700
Property Tax Admin. Fee	0	0	29,000	0	29,000
Employee Appreciation Dinner	0	0	0	4,500	4,500
Total Operating Expenses	1,547,182	868,326	306,350	65,500	2,787,358
NON-OPERATING EXPENSES:					
Depreciation Expense	818,000	818,000	1,000	0	1,637,000
Interest Expense - DBAW Loan	192,570	183,250	0	0	375,820
Total Non-Operating Expenses	1,010,570	1,001,250	1,000	0	2,012,820
TOTAL OE&E EXPENSE	2,557,752	1,869,576	307,350	65,500	4,800,178

BUDGET SUMMARY

DESCRIPTION	PILLAR POINT HARBOR	OYSTER POINT MARINA/ PARK	ADMINISTRATION	COMMISSION	TOTAL
CAPITAL PROJECTS (2013-2014 BUDGET APPROPRIATION ONLY):					
Oyster Point Marina:					
Replacement of Dock 12	0	55,000	0	0	55,000
West Restroom Renovation	0	110,000	0	0	110,000
Laundry Remodel (Drakes)	0	10,000	0	0	10,000
Correct Flooding Issues	0	25,000	0	0	25,000
Electrical Pad for Kayak	0	15,000	0	0	15,000
Pillar Point Harbor:					
Harbor Office Remodel	150,000	0	0	0	150,000
Recreational Docks Repairs	150,000	0	0	0	150,000
Tenant Sewer Project	150,000	0	0	0	150,000
New Tenant Laundry	25,000	0	0	0	25,000
Mooring Replacements	20,000	0	0	0	20,000
Storage for Fishermen	40,000	0	0	0	40,000
ADA Curb Cuts	50,000	0	0	0	50,000
Sinkhole Repair	25,000	0	0	0	25,000
Inner Harbor Dredging	70,000	0	0	0	70,000
Total Capital Projects (2013-2014 Appropriations)	680,000	215,000	0	0	895,000

BUDGET SUMMARY

DESCRIPTION	PILLAR POINT HARBOR	OYSTER POINT MARINA/ PARK	ADMINISTRATION	COMMISSION	TOTAL
CAPITAL PROJECTS (CARRYOVER):					
Pillar Point Harbor:					
Rip Rap Repair - Fishing Pier	166,479	0	0	0	166,479
West Trail - Fix Erosion	364,750	0	0	0	364,750
Multi-Purpose Building	270,100	0	0	0	270,100
Total Capital Projects (Carryover Appropriations)	801,329	0	0	0	801,329
Total All Costs	5,606,604	3,225,542	1,248,787	130,193	10,211,126

SAN MATEO COUNTY HARBOR DISTRICT

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REVENUES

SAN MATEO COUNTY HARBOR DISTRICT
 FISCAL YEAR 2013-2014 FINAL BUDGET

DESCRIPTION	COMBINED REVENUES				
	PRIOR YEAR ACTUAL	FY 12-13 FINAL BUDGET	FY 12-13 YEAR TO DATE THRU 3/31/13	FY 12-13 PROJECTED ANNUAL	FY 13-14 FINAL BUDGET
Operating Revenues	3,533,675	3,586,137	2,628,061	3,546,790	3,624,249
Non-Operating Revenues	4,429,434	6,312,438	4,157,183	7,022,617	3,907,983
TOTAL REVENUES	7,963,109	9,898,575	6,785,244	10,569,407	7,532,232

PILLAR POINT HARBOR REVENUES

DESCRIPTION	PRIOR YEAR ACTUAL	FY 12-13 FINAL BUDGET	FY 12-13 YEAR TO DATE THRU 3/31/13	FY 12-13 PROJECTED ANNUAL	FY13-14 FINAL BUDGET
OPERATING REVENUE:					
Berth Fees	1,368,220	1,460,990	1,079,277	1,449,563	1,514,796
Mooring Fees	44,097	45,000	33,585	45,132	47,337
Launch Ramp Fees	80,990	80,000	49,060	81,306	81,306
Misc. Fees	54,825	30,700	40,785	33,651	33,601
Crab Pot Storage Fee	0	17,000	550	0	0
Rents & Concessions	343,851	303,600	264,051	362,716	370,696
Parking	37,505	40,000	35,323	54,896	54,896
Commercial Activity Permits	7,615	7,600	8,955	6,760	9,000
Sales	16,237	5,000	5,385	4,472	4,472
Operational Grants					
Pump Out Station Grant	0	24,000	23,043	24,000	0
State- DBAW - Abandoned Vessel	51,700	30,000	10,600	40,000	26,500
Total Operating Revenues	2,005,040	2,043,890	1,550,615	2,102,496	2,142,604

Pillar Point Harbor Revenues

- This preliminary budget includes a 5% rate increase to Berthing, Transient and Mooring fees for fiscal year 2013-14.
- Cost of living price increases have been built into many of the District's lease agreements with commercial tenants. Each lease is customized; however, for many leases the increase is tied to the Consumer Price Index and goes into effect on the first of each calendar year. A modest estimated increase in revenues has been built into the budget to reflect the expected increase.
- In fiscal year 2012-2013, grant funds were awarded for the replacement of a vessel pump out station. These one-time revenues are not included in the budget for fiscal year 2013-2014.

OYSTER POINT MARINA PARK REVENUES

DESCRIPTION	PRIOR YEAR ACTUAL	FY 12-13 FINAL BUDGET	FY 12-13 YEAR TO DATE THRU 3/31/13	FY 12-13 PROJECTED ANNUAL	FY13-14 FINAL BUDGET
OPERATING REVENUE:					
Berth Fees	1,160,063	1,240,000	836,929	1,136,390	1,186,135
Dock Boxes	8,018	6,000	5,424	7,288	7,288
Launch Ramp Fees	24,903	25,000	10,369	15,151	15,151
Misc. Fees	19,419	10,900	14,378	17,567	18,673
Rents & Concessions	286,288	227,047	168,536	224,714	224,714
Parking	790	1,500	390	780	780
Commercial Activity Permits	0	800	0	500	500
Sales	2,162	1,000	1,420	1,904	1,904
Operational Grants					
State- DBAW - Abandoned Vessel	26,992	30,000	40,000	40,000	26,500
Federal - DBAW - Guest Dock	0	250,000	0	250,000	0
Total Operating Revenues	1,528,635	1,792,247	1,077,446	1,694,294	1,481,645
NON-OPERATING REVENUE:					
Reimbursements on Projects	0	2,000,000	600,000	2,000,000	0
Total Non-Operating Revenues	0	2,000,000	600,000	2,000,000	0

Oyster Point Marina Park Revenues

- This preliminary budget includes a 5% rate increase to Berthing, Transient and Mooring fees for fiscal year 2013-14.
- In fiscal year 2012-2013, grant funds were awarded for the replacement of the Guest Dock and the cost of replacing Dock 11 was reimbursed. These one-time revenues are not included in the budget for fiscal year 2013-2014.

ADMINISTRATION REVENUES

DESCRIPTION	PRIOR YEAR ACTUAL	FY 12-13 FINAL BUDGET	FY 12-13 YEAR TO DATE THRU 3/31/13	FY 12-13 PROJECTED ANNUAL	FY13-14 FINAL BUDGET
NON-OPERATING REVENUE:					
Taxes	4,310,125	3,960,238	3,491,607	4,656,953	3,805,783
Interest Income	154,332	101,200	52,252	101,900	101,200
Miscellaneous Revenues	-35,023	1,000	13,324	13,764	1,000
Total Non-Operating Revenues	4,429,434	4,062,438	3,557,183	4,772,617	3,907,983

Administration Revenues

- In fiscal year 2013-14, this preliminary budget assumes that we will not receive a refund from the County of Educational Revenue Augmentation Fund (ERAF) unnecessarily withheld from the District's tax revenues. These refunds have been common in recent years, but are still quite speculative. In fiscal year 2012-13, a substantial refund was received (\$832,000).
- In fiscal year 2012-13, the District received \$366,000 in distributions for residual assets belonging to the former redevelopment areas. These were also one time revenues that are not included in the fiscal year 2013-14 revenue forecast.
- Absent the assumption noted above, the preliminary budget assumes a 10% increase in District tax revenue due to the continued increase in property valuation. Information from the County Assessor's Office supports this assumption.

SAN MATEO COUNTY HARBOR DISTRICT

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EXPENSES

COMBINED EXPENSES

DESCRIPTION	PRIOR YEAR ACTUAL	FY 12-13 FINAL BUDGET	FY 12-13 YEAR TO DATE THRU 3/31/13	FY 12-13 PROJECTED ANNUAL	FY 13-14 FINAL BUDGET
SALARIES AND BENEFITS:					
Salaries and Wages Expense	2,078,451	2,145,804	1,625,011	2,203,698	2,296,670
Benefits Expense	2,237,322	1,939,883	390,086	845,222	1,417,948
Total Salary and Payroll Burden	4,315,773	4,085,687	2,015,097	3,048,920	3,714,618
OPERATING EXPENSES	1,624,496	2,357,244	1,330,388	2,498,463	2,787,358
NON-OPERATING EXPENSES	441,869	1,820,242	210,255	1,820,242	2,012,820
Total Expenses without Capital Outlay	6,382,138	8,263,173	3,555,740	7,367,625	8,514,797
CAPITAL PROJECTS	193,514	5,397,109	1,009,650	4,045,581	1,696,329
TOTAL EXPENSES	6,575,651	13,660,282	4,565,389	11,413,206	10,211,126

PILLAR POINT HARBOR EXPENSES

DESCRIPTION	PRIOR YEAR ACTUAL	FY 12-13 FINAL BUDGET	FY 12-13 YEAR TO DATE THRU 3/31/13	FY 12-13 PROJECTED ANNUAL	FY13-14 FINAL BUDGET
SALARIES AND BENEFITS:					
Salaries and Wages Expense:					
Base Salary and Wages	817,166	866,101	666,204	900,006	921,967
Overtime	10,961	10,000	7,560	10,000	11,000
Other Pay	0	10,000	0	5,000	10,000
Total Salaries and Wages	828,127	886,101	673,764	915,006	942,967
Benefits Expense:					
Pension Contributions	198,462	226,646	161,631	235,660	241,800
Health Insurance Costs - Current Employees	178,401	208,860	152,490	205,317	207,708
Worker's Compensation Insurance	36,884	78,877	56,812	76,995	83,924
Other Insurance - Current Employees	14,270	15,973	11,670	15,562	15,566
Insurance Costs - Retirees	38,725	33,610	20,224	23,401	27,100
Social Security and Taxes	11,678	12,808	8,803	13,268	13,673
Auto Allowance	1,325	3,000	2,125	3,000	3,000
Employment Assistance Program	1,279	1,300	1,039	1,300	1,300
Liability for Termination Benefit	659,478	-11,000	-287,031	-267,909	30,485
Total Benefits	1,140,503	570,074	127,761	306,594	624,556

PILLAR POINT HARBOR EXPENSES

DESCRIPTION	PRIOR YEAR ACTUAL	FY 12-13 FINAL BUDGET	FY 12-13 YEAR TO DATE THRU 3/31/13	FY 12-13 PROJECTED ANNUAL	FY13-14 FINAL BUDGET
OPERATING EXPENSES:					
Advertising	4,251	18,000	18,854	17,866	11,400
Bad Debt Expense	52,176	0	0	27,244	35,500
Communications	21,079	22,000	17,394	22,530	22,600
Computer Hardware and Software	2,850	10,000	3,731	10,000	11,750
Postage	7,225	10,200	4,894	8,800	9,550
Meetings/Travel/ Training	138	6,000	2,160	5,800	6,000
Auto Mileage Reimbursement	747	1,100	289	1,100	1,122
Memberships/ Exams/ Subscriptions	313	400	60	175	200
Recruitment and Personnel Tests	754	1,100	15	1,085	2,000
Property & Casualty Insurance	115,589	123,600	122,627	122,627	134,890
Fuel	12,602	18,500	9,677	15,100	15,432
Operating Supplies	85,627	56,000	60,969	62,550	72,777
Office Supplies	2,908	7,250	5,863	8,830	9,024
Uniform Expenses	11,269	12,975	8,500	13,000	13,286
Legal Services	18,240	40,000	38,048	48,000	50,000
Professional Services	10,296	11,000	10,155	15,200	17,300
Outside Contractual Services	30,228	34,075	28,828	36,300	80,972
Bank & Credit Card Fees	12,287	17,795	9,252	15,300	20,782
Repair and Maintenance	163,117	132,200	99,695	146,100	567,044
Carry Over Repairs	0	16,664	0	0	0
Garbage Collections	57,881	67,539	52,522	75,000	78,750
Trash Compactor	0	50,000	1,423	56,062	0
Harbor/ Marina Public Access	0	0	0	1,200	35,000
Harbor/ Marina Equipment	10,343	10,000	9,800	10,000	147,800
Vessel Destruction	17,500	10,600	10,600	40,000	40,000
Water and Electrical Utility Expenses	159,177	173,841	123,107	150,757	164,003
Total Operating Expenses	796,594	850,839	638,461	910,626	1,547,182
NON-OPERATING EXPENSES:					
Depreciation Expense	0	644,161	0	644,161	818,000
Interest Expense - DBAW Loan	226,411	215,467	107,733	215,467	192,570
Total Non-Operating Expenses	226,411	859,628	107,733	859,628	1,010,570

PILLAR POINT HARBOR EXPENSES

DESCRIPTION	PRIOR YEAR ACTUAL	FY 12-13 FINAL BUDGET	FY 12-13 YEAR TO DATE THRU 3/31/13	FY 12-13 PROJECTED ANNUAL	FY13-14 FINAL BUDGET
CAPITAL PROJECTS:					
Rip Rap Repair - Fishing Pier					
Carry Over Money	0	166,479	8,921	8,921	166,479
2013-14 Budget Appropriation	0	0	0	0	0
Pump Out Station					
Carry Over Money	0	30,000	23,043	23,403	0
2013-14 Budget Appropriation	0	0	0	0	0
Johnson Pier Utilities, Deck					
Carry Over Money	0	1,167,697	404,599	861,874	0
2013-14 Budget Appropriation	0	0	0	0	0
West Trail - Fix Erosion					
Carry Over Money	0	364,990	8,817	8,817	364,750
2013-14 Budget Appropriation	0	0	0	0	0
Multi-Purpose Building					
Carry Over Money	0	280,000	0	9,900	270,100
2013-14 Budget Appropriation	0	0	0	0	0
Restrooms - West Basin					
Carry Over Money	0	100,000	12,289	100,000	0
2013-14 Budget Appropriation	0	0	0	0	0
Add'l 71 Berths, Bulkhead					
Carry Over Money	0	177,643	-1,071	177,643	0
2013-14 Budget Appropriation	0	0	0	0	0
North HMB Shoreline (Surfers Beach)					
Carry Over Money	125,230	166,633	63,333	100,126	0
2013-14 Budget Appropriation	0	0	0	0	0
Lessee Sidewalk					
Carry Over Money	27,930	0	0	0	0
2013-14 Budget Appropriation	0	0	0	0	0
Dredge Launch Ramp					
Carry Over Money	0	253,147	40,952	320,640	0
2013-14 Budget Appropriation	0	0	0	0	0
Launch Ramp Slurry Seal					
Carry Over Money	0	35,000	38,053	38,053	0
2013-14 Budget Appropriation	0	0	0	0	0

PILLAR POINT HARBOR EXPENSES

DESCRIPTION	PRIOR YEAR ACTUAL	FY 12-13 FINAL BUDGET	FY 12-13 YEAR TO DATE THRU 3/31/13	FY 12-13 PROJECTED ANNUAL	FY13-14 FINAL BUDGET
CAPITAL PROJECTS:					
Post Office Lot					
Carry Over Money	9,573	0	0	0	0
2013-14 Budget Appropriation	0	0	0	0	0
Harbor Office Remodel					
Carry Over Money	0	0	0	0	0
2013-14 Budget Appropriation	0	0	0	0	150,000
Recreational Docks Repairs					
Carry Over Money	0	20,920	7,116	20,920	0
2013-14 Budget Appropriation	0	0	0	0	150,000
Tenant Sewer Project					
Carry Over Money	0	83,205	4,998	83,844	0
2013-14 Budget Appropriation	0	0	0	0	150,000
New Tenant Laundry					
Carry Over Money	0	0	0	0	0
2013-14 Budget Appropriation	0	0	0	0	25,000
Mooring Replacements					
Carry Over Money	0	0	0	0	0
2013-14 Budget Appropriation	0	0	0	0	20,000
Fisherman Gear Storage					
Carry Over Money	0	0	0	0	0
2013-14 Budget Appropriation	0	2,800	0	2,800	40,000
ADA Curb Cuts					
Carry Over Money	0	0	0	0	0
2013-14 Budget Appropriation	0	0	0	0	50,000
Sinkhole Repair					
Carry Over Money	0	0	0	0	0
2013-14 Budget Appropriation	0	0	0	0	25,000

PILLAR POINT HARBOR EXPENSES

DESCRIPTION	PRIOR YEAR ACTUAL	FY 12-13 FINAL BUDGET	FY 12-13 YEAR TO DATE THRU 3/31/13	FY 12-13 PROJECTED ANNUAL	FY13-14 FINAL BUDGET
CAPITAL PROJECTS:					
Inner Harbor Dredging					
Carry Over Money	0	0	0	0	0
2013-14 Budget Appropriation	0	0	0	0	70,000
Total Capital Projects	162,733	2,848,514	611,052	1,756,941	1,481,329
TOTAL EXPENSES	3,154,367	6,015,156	2,158,771	4,748,795	5,606,604

Pillar Point Harbor Expenses

- The 2013-2014 preliminary budget includes \$680,000 in new appropriation authority for capital projects as well as \$801,329 in carryover appropriation authority for capital projects. While this level of investment in infrastructure is somewhat less to the amount invested in fiscal year 2012-2013, it reflects a greater investment than what has typically been made in several recent years.
- The 2013-14 preliminary budget includes a significant increase in the area of repair and maintenance. This increase reflects the District's intent to perform additional maintenance projects that are not expected to meet the criteria for capitalization. These projects include replacing the electrical feed at Johnson Pier, providing power and water to the sales dock, storm drain box replacement, installing a culvert catch basin, replacing or repairing lines and equipment needed to deliver water for domestic and fire suppression purposes, adding a flow meter on the sewer station, performing maintenance on parking lot asphalt, repairing a sink hole, any work necessary to respond to electrical inspections, retrofitting light poles with LED fixtures, and rehabilitating the grounds.
- The 2013-14 preliminary budget also reflects several additional one-time purchases resulting in an increase of the harbor equipment appropriation. These purchases include additional signage at water entrances, along trails, a new truck, a forklift, cargo containers, upgrades to the fish cleaning station, and exterior waste stations.
- A new category, equipment-public access, has been added to this year's budget. This category includes funding for District equipment that will enhance the public's recreational enjoyment of District facilities. Additions included in the budget include bike racks, picnic tables, BBQs, and a kayak rack.
- The Operating Supplies budget for fiscal year 2013-2014 has increased by \$16,500 as a result of budgeting for the purchase of spill kits for first responders and an Environmental Management System (EMS) spill trailer.
- The Outside Contractual Services budget for fiscal year 2013-2014 has increased by \$45,000 as a result of budgeting for a facilities survey and the conversion of engineering documents to an electronic format.

OYSTER POINT MARINA PARK EXPENSES

DESCRIPTION	PRIOR YEAR ACTUAL	FY 12-13 FINAL BUDGET	FY 12-13 YEAR TO DATE THRU 3/31/13	FY 12-13 PROJECTED ANNUAL	FY13-14 FINAL BUDGET
SALARIES AND BENEFITS:					
Salaries and Wages Expense:					
Base Salary and Wages	626,705	612,837	468,124	632,710	665,551
Overtime	5,269	7,010	5,418	6,000	7,000
Other Pay	0	10,000	0	5,000	10,000
Total Salaries and Wages	631,974	629,847	473,542	643,710	682,551
Benefits Expense:					
Pension Contributions	151,089	160,770	115,558	165,788	174,979
Health Insurance Costs - Current Employees	132,697	156,024	114,565	153,214	154,620
Worker's Compensation Insurance	30,933	55,518	40,129	53,082	58,174
Other Insurance - Current Employees	10,825	11,308	8,297	11,062	11,062
Insurance Costs - Retirees	31,751	28,770	19,498	28,394	20,111
Social Security and Taxes	9,666	9,077	7,177	9,334	9,478
Auto Allowance	1,325	3,000	2,125	3,000	3,000
Employment Assistance Program	1,006	1,100	858	1,030	1,100
Liability for Termination Benefit	410,797	592,900	-243,342	-190,363	25,891
Total Benefits	780,089	1,018,467	64,865	234,541	458,415

OYSTER POINT MARINA PARK EXPENSES

DESCRIPTION	PRIOR YEAR ACTUAL	FY 12-13 FINAL BUDGET	FY 12-13 YEAR TO DATE THRU 3/31/13	FY 12-13 PROJECTED ANNUAL	FY13-14 FINAL BUDGET
OPERATING EXPENSES:					
Advertising	2,518	16,500	9,001	16,500	10,000
Bad Debt Expense	13,185	0	0	32,300	38,500
Communications	10,633	13,100	9,874	13,100	14,000
Computer Hardware and Software	4,407	10,000	450	11,000	4,750
Postage	2,141	2,800	1,574	2,800	3,220
Meetings/Travel/ Training	1,735	6,000	1,675	6,300	6,000
Auto Mileage Reimbursement	134	350	104	200	204
Memberships/ Exams/ Subscriptions	138	175	0	175	200
Personnel Tests	289	1,000	15	1,100	1,100
Property & Casualty Insurance	115,589	123,600	122,627	122,700	134,970
Fuel	6,467	7,000	4,675	7,000	7,154
Operating Supplies & Equipment Purchases	21,829	32,000	10,788	27,101	43,150
Office Supplies	2,665	4,150	2,556	4,150	4,241
Uniform Expenses	6,851	7,887	4,806	8,000	8,240
Legal Services	21,646	18,000	11,065	16,000	18,000
Claims Settlements	3,387	2,700	2,675	2,700	0
Professional Services	11,707	18,375	9,452	14,300	15,306
Outside Contractual Services	92,763	94,000	67,548	94,000	110,915
Bank & Credit Card Fees	12,870	23,980	10,145	23,500	27,750
Office Space and Equipment Rentals	3,745	5,200	2,860	3,800	3,800
Repair and Maintenance	43,062	85,000	56,540	92,500	156,500
Garbage Collections	22,028	25,500	16,788	25,500	26,775
Harbor/ Marina Public Access	0	0	0	0	20,000
Harbor/ Marina Equipment	0	0	1,838	2,000	56,000
Vessel Destruction	32,152	79,500	40,230	40,000	40,000
Water and Electrical Utility Expenses	105,928	107,762	56,120	107,898	117,551
LAFCO Fees	0	0	0	0	0
Property Tax Admin. Fee	0	0	0	0	0
Employee Appreciation Dinner	0	0	0	0	0
Total Operating Expenses	537,869	684,579	443,405	674,624	868,326
NON-OPERATING EXPENSES:					
Depreciation Expense	0	747,256	0	747,256	818,000
Interest Expense - DBAW Loan	215,458	205,044	102,522	205,044	183,250
Total Non-Operating Expenses	215,458	952,300	102,522	952,300	1,001,250

OYSTER POINT MARINA PARK EXPENSES

DESCRIPTION	PRIOR YEAR ACTUAL	FY 12-13 FINAL BUDGET	FY 12-13 YEAR TO DATE THRU 3/31/13	FY 12-13 PROJECTED ANNUAL	FY13-14 FINAL BUDGET
CAPITAL PROJECTS:					
Electrical Pedestals					
Carry Over Money	0	41,034	39,534	39,534	0
2013-14 Budget Appropriation	0	0	0	0	0
Parcel Development					
Carry Over Money	21,660	0	0	0	0
2013-14 Budget Appropriation	0	0	0	0	0
Ferry Terminal					
Carry Over Money	9,121	0	0	0	0
2013-14 Budget Appropriation	0	0	0	0	0
Launch Ramp Slurry Seal					
Carry Over Money	0	40,000	35,184	35,246	0
2013-14 Budget Appropriation	0	0	0	0	0
Replacement of Dock 11					
Carry Over Money	0	1,643,155	191,022	1,316,649	0
2013-14 Budget Appropriation	0	0	0	0	0
Replacement of Guest Dock					
Carry Over Money	0	319,852	115,987	409,528	0
2013-14 Budget Appropriation	0	0	0	0	0
East Basin Restroom Renovation					
Carry Over Money	0	375,971	16,871	359,100	0
2013-14 Budget Appropriation	0	0	0	0	0
Wave Attenuators					
Carry Over Money	0	128,583	0	128,583	0
2013-14 Budget Appropriation	0	0	0	0	0
Replacement of Dock 12					
Carry Over Money	0	0	0	0	0
2013-14 Budget Appropriation	0	0	0	0	55,000
West Restroom Renovation					
Carry Over Money	0	0	0	0	0
2013-14 Budget Appropriation	0	0	0	0	110,000

OYSTER POINT MARINA PARK EXPENSES

DESCRIPTION	PRIOR YEAR ACTUAL	FY 12-13 FINAL BUDGET	FY 12-13 YEAR TO DATE THRU 3/31/13	FY 12-13 PROJECTED ANNUAL	FY13-14 FINAL BUDGET
CAPITAL PROJECTS:					
Correct Flooding Issues					
Carry Over Money	0	0	0	0	0
2013-14 Budget Appropriation	0	0	0	0	25,000
Laundry Remodel (Drakes)					
Carry Over Money	0	0	0	0	0
2013-14 Budget Appropriation	0	0	0	0	10,000
Electrical Pad for Kayak					
Carry Over Money	0	0	0	0	0
2013-14 Budget Appropriation	0	0	0	0	15,000
Total Capital Projects	30,781	2,548,595	398,598	2,288,640	215,000
TOTAL EXPENSES	2,196,171	5,833,788	1,482,932	4,793,815	3,225,542

Oyster Point Marina Park Expenses

- The 2013-14 preliminary budget reflects a \$67,000 increase in the harbor equipment appropriation for several additional one-time purchases including an electric dump truck, a replacement truck, a kayak rack, bike racks and a chipper for recycling.
- The 2013-14 preliminary budget includes a significant increase in the area of repair and maintenance. This increase reflects the District's intent to perform additional maintenance projects that are not expected to meet the criteria for capitalization. These projects include upgrades to the fish station, replacement of trees and performing maintenance on parking lot asphalt.
- The Outside Contractual Services budget for fiscal year 2013-2014 has increased by \$17,000 as a result of budgeting for a facilities condition survey and a 2.5% contractual increase for evening security services.
- The Operating Supplies budget for fiscal year 2013-2014 has increased by \$16,500 as a result of budgeting for the purchase of spill kits for first responders and an Environmental Management System (EMS) spill trailer.
- The budget for retirees' health benefits has dropped by just over \$8,000. In fiscal year 2012-13, a District retiree exhausted all of their benefits.

ADMINISTRATION EXPENSES

DESCRIPTION	PRIOR YEAR ACTUAL	FY 12-13 FINAL BUDGET	FY 12-13 YEAR TO DATE THRU 3/31/13	FY 12-13 PROJECTED ANNUAL	FY13-14 FINAL BUDGET
SALARIES AND BENEFITS:					
Salaries and Wages Expense:					
Base Salary and Wages	579,568	590,356	448,845	605,482	631,152
Overtime	2,782	3,500	1,860	3,500	4,000
Total Salaries and Wages	582,351	593,856	450,705	608,982	635,152
Benefits Expense:					
Pension Contributions	132,641	151,735	107,298	156,843	163,177
Health Insurance Costs - Current Employees	93,252	100,124	74,196	99,247	100,164
Worker's Compensation Insurance	17,423	15,852	4,998	7,500	4,637
Other Insurance - Current Employees	8,879	9,791	7,282	9,717	9,781
Social Security and Taxes	9,510	8,560	6,802	8,830	9,210
Auto Allowance	8,450	8,400	5,950	8,400	8,400
Employment Assistance Program	637	750	542	650	650
Liability for Termination Benefit	16,264	0	-7,719	-5,181	10,267
Total Benefits	287,056	295,212	199,349	286,007	306,285

SAN MATEO COUNTY HARBOR DISTRICT
FISCAL YEAR 2013-2014 FINAL BUDGET

ADMINISTRATION EXPENSES

DESCRIPTION	PRIOR YEAR ACTUAL	FY 12-13 FINAL BUDGET	FY 12-13 YEAR TO DATE THRU 3/31/13	FY 12-13 PROJECTED ANNUAL	FY13-14 FINAL BUDGET
OPERATING EXPENSES:					
Advertising	1,339	2,000	2,018	2,100	2,500
Communications	13,221	10,800	7,416	10,800	12,500
Computer Hardware and Software	5,930	17,000	9,885	13,500	10,500
Postage	5,432	7,576	3,054	7,500	6,500
Meetings/Travel/ Training	5,198	8,100	6,078	6,400	8,500
Auto Mileage Reimbursement	1,742	1,500	468	1,500	2,000
Memberships/ Exams/ Subscriptions	14,966	15,000	14,726	15,000	15,000
Recruitment and Personnel Tests	2,684	0	0	600	2,500
Property & Casualty Insurance	605	0	0	0	0
Office Supplies	10,946	10,250	9,526	12,900	12,100
Legal Services	32,385	47,500	30,955	42,500	50,000
Professional Services	14,003	12,000	11,842	15,400	15,400
Outside Contractual Services	30,604	34,250	25,136	34,150	28,150
Bank & Credit Card Fees	2,461	2,800	352	2,800	4,000
Office Space and Equipment Rentals	91,930	90,600	67,991	90,600	99,000
LAFCO Fees	4,674	6,800	6,755	6,800	8,700
Property Tax Admin. Fee	26,345	29,000	14,161	28,322	29,000
Total Operating Expenses	264,466	295,176	210,361	290,872	306,350
NON-OPERATING EXPENSES:					
Depreciation Expense	0	8,314	0	8,314	1,000
Total Non-Operating Expenses	0	8,314	0	8,314	1,000
TOTAL EXPENSES	1,133,872	1,192,558	860,415	1,194,175	1,248,787

Administration Expenses

- The Administrative Services 2013-2014 preliminary budget reflects an increase of 8% over the 2011-2012 actual figures (two years previously). This is due to cost of living increases, step increases and contract increases built into services contracts.
- The Budget for Administration reflects a reduction in Outside Contractual Services as the fixed asset valuation study was completed in fiscal year 2012-2013.

HARBOR COMMISSION EXPENSES

DESCRIPTION	PRIOR YEAR ACTUAL	FY 12-13 FINAL BUDGET	FY 12-13 YEAR TO DATE THRU 3/31/13	FY 12-13 PROJECTED ANNUAL	FY13-14 FINAL BUDGET
SALARIES AND BENEFITS:					
Salaries and Wages Expense:					
Base Salary and Wages	36,000	36,000	27,000	36,000	36,000
Total Salaries and Wages	36,000	36,000	27,000	36,000	36,000
Benefits Expense:					
Pension Contributions	1,521	0	0	0	0
Health Insurance Costs - Current Employees	46,252	60,762	24,492	42,801	24,365
Worker's Compensation Insurance	14,308	15,658	1,763	2,400	248
Other Insurance - Current Employees	270	365	152	304	408
Insurance Costs - Retirees	0	19,656	14,742	19,656	19,656
Social Security and Taxes	2,688	3,139	2,341	3,122	3,122
Employment Assistance Program	546	600	452	542	550
Liability for Termination Benefit	-35,912	-44,050	-45,831	-50,745	-19,656
Total Benefits	29,674	56,130	-1,890	18,080	28,693
OPERATING EXPENSES:					
Advertising	1,196	23,200	5,685	18,200	17,000
Election Liability	0	469,100	0	565,462	0
Postage	160	500	95	250	250
Meetings/Travel/ Training	3,235	6,050	5,582	8,300	10,600
Auto Mileage Reimbursement	256	400	114	400	400
Memberships/ Exams/ Subscriptions	114	0	0	0	0
Property & Casualty Insurance	9,534	14,500	14,456	14,500	15,950
Office Supplies	446	1,500	895	1,500	1,500
Legal Services	6,930	5,000	3,949	5,779	10,000
Professional Services	666	3,200	3,188	3,200	4,000
Outside Contractual Services	1,306	1,200	942	1,000	1,300
Employee Appreciation Dinner	1,725	2,000	3,257	3,750	4,500
Total Operating Expenses	25,568	526,650	38,160	622,341	65,500
TOTAL EXPENSES	91,241	618,780	63,271	676,421	130,193

Harbor Commission Expenses

- The Commission's budget has dropped significantly because there will be no election expense during the 2013-2014 fiscal year.
- The Commission's Budget contains a total of \$30,000 for publicizing and celebrating the District's 80th anniversary. Appropriations for these types of events are split between fiscal years 2012-2013 and 2013-2014.
- The taping of Commission meetings has resulted in an increase \$6,000 annually (\$250 per meeting). This expense is captured under the category meetings, travel and training.

SAN MATEO COUNTY HARBOR DISTRICT

400 Oyster Point Blvd., Suite 300, South San Francisco, CA 94080



CAPITAL IMPROVEMENT PROJECTS

Capital Improvement Projects

	Budgeted Projects	Estimated Carryover	Combined Projects
Oyster Point Marina:			
Replacement of Dock 12	55,000	-	55,000
West Restroom Renovation	110,000	-	110,000
Laundry Remodel (Drakes)	10,000	-	10,000
Correct Flooding Issues	25,000	-	25,000
Electrical Pad for Kayak	15,000	-	15,000
Total Oyster Point Marina	215,000	-	215,000
Pillar Point Harbor:			
Harbor Office Remodel	150,000	-	150,000
Recreational Docks Repairs	150,000	-	150,000
Tenant Sewer Project	150,000	-	150,000
New Tenant Laundry	25,000	-	25,000
Mooring Replacements	20,000	-	20,000
Storage for Fishermen	40,000	-	40,000
ADA Curb Cuts	50,000	-	50,000
Sinkhole Repair	25,000	-	25,000
Inner Harbor Dredging	70,000	-	70,000
Rip Rap Repair - Fishing Pier	-	166,479	166,479
West Trail - Fix Erosion	-	364,750	364,750
Multi-Purpose Building	-	270,100	270,100
Total Pillar Point Harbor	680,000	801,329	1,481,329
TOTAL DISTRICT	895,000	801,329	1,696,329

SAN MATEO COUNTY HARBOR DISTRICT

400 Oyster Point Blvd., Suite 300, South San Francisco, CA 94080



FINANCIAL SUMMARIES

Revenues, Expenses and Changes in Net Assets

	PILLAR POINT HARBOR	OYSTER POINT MARINA/ PARK	ADMINISTRATION	COMMISSION	TOTAL
REVENUES:					
Operating Revenues	2,142,604	1,481,645	0	0	3,624,249
Non-Operating Revenues	0	0	3,907,983	0	3,907,983
Total Revenues	2,142,604	1,481,645	3,907,983	0	7,532,232
EXPENSES:					
Salaries and Payroll Burden	1,567,523	1,140,966	941,437	64,693	3,714,619
Operating Expenses	1,547,182	868,326	306,350	65,500	2,787,358
Total Expenses before Interest, Depreciation and Capital Expenditures	3,114,705	2,009,292	1,247,787	130,193	6,501,977
Projected Increase/ (Decrease) in Net Assets from Operations (Rev-Exp)	-972,101	-527,647	2,660,196	-130,193	1,030,255
Depreciation	818,000	818,000	1,000	0	1,637,000
Interest Expense	192,570	183,250	0	0	375,820
Total Interest and Depreciation	1,010,570	1,001,250	1,000	0	2,012,820
Projected Increase/ (Decrease) in Net Assets (Assets - Liabilities)	(1,982,671)	(1,528,897)	2,659,196	(130,193)	(982,565)

Sources and Uses of Funds

Sources of Funds

Operating Revenue	3,624,249
Non Operating Revenue	3,907,983
New Debt	0
	<hr/>
Total Sources of Funds	7,532,232

Uses of Funds

Salaries and Payroll Burden less Unfunded Liability	3,667,632
Operating Expenses	2,787,358
Interest Expense	375,820
Capital Outlay	1,696,329
Total Use of Funds	8,527,139

Projected Net Change in Cash Balance for FYE 14	(994,907)
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Net Assets Categorized

	Projected Balance at June 30, 2013	Increase (Decrease)	Projected Balance At June 30, 2014
General Fund:			
Reserve for Collateral on DBAW Loans	1,701,349		1,701,349
Reserved for Emergency	2,200,000		2,200,000
Reserved for Liability for Termination Benefits	815,000		815,000
Reserved for Future Capital Improvements	800,000	(800,000)	-
Reserved for District Office Construction	1,250,000	(280,000)	970,000
Reserved for Short Term Operating Costs	1,774,784	(1,774,784)	-
Invested in Capital Assets net of Related Debt	12,187,071		12,187,071
Undesignated Fund Balance/ Net Asset	1,018,503	1,872,219	2,890,722
General Fund Total Net Assets	21,746,707	(982,565)	20,764,142

SAN MATEO COUNTY HARBOR DISTRICT

400 Oyster Point Blvd., Suite 300, South San Francisco, CA 94080



GLOSSARY

Accrued Liabilities – Unpaid liabilities

Administrative Budget Adjustment –

The Board of Harbor Commissioners has authorized the General Manager to transfer appropriation authority between budget items after the budget is adopted provided that the transfer is within a single department's budget. Any such approved transfer is an Administrative Budget Adjustment.

Adopted Budget – The adopted budget is the District's annual fiscal plan, which is approved by the Board of Harbor Commissioners. The adopted budget establishes the legal authority for the expenditure of funds.

ADA - Americans with Disability Act. Federal law which prohibits discrimination and ensures equal opportunity for persons with disabilities in employment, state and local government services, public access, commercial facilities and transportation.

Appropriation - A legal authorization granted by the Board of Harbor Commissioners to make expenditures and to incur obligations for specific purposes. An appropriation usual is limited in amount, and in the time in which it may be expended.

Balanced Budget – A budget in which resources, including estimated revenue and other sources such as bond proceeds, and approved fund balances/net assets, meet or exceed uses.

Budget - A plan for financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them.

Budget Adjustment – A transfer of appropriation authority that has formal approval of the Board of Harbor Commissioners and is enacted after the budget is adopted.

Capital Budget - A plan for proposed capital outlays and the means of financing them.

Capitalized Expenditures - Expenditures resulting in the acquisition and/or construction of fixed assets.

Capital Improvement Program - A multi-year plan for capital expenditures, with details on anticipated annual expenditures, with information about the resources estimated to be available to finance the projected expenditures.

Capital Improvement Projects – Listing of intended capitalized expenditures.

Carryover – Appropriation authority granted by the Board in a prior fiscal year.

DBAW – California Department Boating and Waterways.

Debt Service – Annual principal and interest payments on borrowed money.

Depreciation – A non-cash expense that reduces the value of the District's assets to reflect that the asset has aged and has been used during the period in which the expense is recorded.

Designation of Fund Balance – Unreserved fund balance may be designated by the District to be set aside for a specific purpose. The designation indicates that a portion of fund equity is not available for current appropriation, as it has been set aside to comply with the District's plan for future uses.

Encumbrances – Commitments for unperformed contracts for goods and services.

EMS – Environmental Management Systems

ERAF – Educational Revenue Augmentation Fund. A fund into which County auditors deposit a share of property taxes revenues that would otherwise be allocated to cities, counties and special districts. The purpose of the fund is to ensure local schools receive specified Proposition 98 funding.

Fiscal Year - A 12-month period to which the annual operating budget applies and at the end of which the District determines its financial position and the results of its operations. The District's fiscal year is from July 1 through June 30.

Fixed Assets – Land and other long-lived assets, such as buildings, improvements, vehicles/equipment, with a value greater than the capitalization threshold of \$10,000 stated in the District's Fixed Asset Procedure.

Fund Accounting – Refers to accounting for an entity using multiple funds. The operations of each fund are accounted for with a separate set of self balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures.

Fund Balance – Fund balance is the difference between governmental fund assets and fund liabilities.

GAAP – Generally Accepted Accounting Principles.

GASB – Governmental Accounting Standards Board

General Fund – The fund used by the District to capture all accounting activities.

Generally Accepted Accounting Principles – Uniform standards and guidelines for financial accounting and reporting.

Grants - Contributions of gifts of cash or other assets to/from another government agency, foundations or private entities, to be used for a specific purpose.

HMB – Half Moon Bay

Infrastructure – The physical system, including the fixed assets, necessary for the District to function.

JPA – Joint Powers Agreement.

LAFCO – Local Agency Formation Commission

LED – Light- Emitting Diode

Liability – An obligation or debt resulting from a past transaction or event.

Net Assets - The difference between a proprietary fund assets and liabilities.

Operating Budget – plan for current operating expenditures (as opposed to capital or debt service expenditures) and the proposed means of financing them.

Operating Expenditures - Expenses related directly to the District's primary activities.

Operating Revenues - Revenues directly related to the District's primary activities.

PTO – Paid Time Off.

Reimbursements – Repayments of amounts remitted on behalf of another agency.

Reserve - (1) An account used to earmark a portion of fund balance to indicate that it is not appropriate for expenditure; and (2) an account used to earmark a portion of fund equity as legally segregated for a specific future use.

Reserved Fund Balance - The portion of fund balance that is not available to finance expenditures of the subsequent accounting period, including items such as encumbrances, inventory, prepaid items, and notes receivable.

Resources – Total revenue, interdepartmental charges and bond proceeds budgeted for the fiscal year.

RDA – Redevelopment Agencies

SSF – South San Francisco

Termination Benefit – District paid insurance premiums for qualified individuals that have left District employment.

Unfunded Liabilities – Liabilities for which no funding has been set aside to address.

Uses – Total planned expenditures and changes to fund balance for the budget year.

SAN MATEO COUNTY HARBOR DISTRICT

400 Oyster Point Blvd., Suite 300, South San Francisco, CA 94080 PHONE



APPENDIX A RATES AND FEES

Resolution 08-13
of the
San Mateo County Harbor District
to
Adopt the Rates and Fees Schedule
for
Pillar Point Harbor
for
Fiscal Year 2013-14

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

Therefore, be it resolved, that a Rates and Fees Schedule for Pillar Point Harbor for Fiscal Year 2013-2014 as set forth in Exhibit A, attached hereto and by reference incorporated herein, be adopted.

Therefore, be it further resolved, that the Board shall direct the posting of the Rates and Fees Schedule – Fiscal Year 2013-2014 at Pillar Point Harbor, and at the District's Administrative Office, and the inclusion of the Schedule as an exhibit in the Final Operating and Capital Budget for Fiscal Year 2013-14.

Approved this 5th day of June, 2013 at a regular meeting of the Board of Harbor Commissioners by a recorded vote as follows:

For: Bernardo, Brennan, Tucker

Against: None

Absent: None

Abstaining: Holsinger

Recused: Parravano

Attested

BOARD OF HARBOR COMMISSIONERS



Debbie Nixon
Deputy Secretary



James Tucker
President

Exhibit A

San Mateo County Harbor District Pillar Point Harbor Draft Rates and Fees Schedule

Effective: July 1, 2013-June 30, 2014

Service	Pillar Point Harbor																														
Berth Transfer Fee – Customer Initiated	\$30.00 fee per vessel transferred																														
Berth Waiting List - Must be paid annually to maintain position on wait list	\$25.00 annual fee																														
<p>Berthing – Monthly Rates</p> <p>Vessels will be charged based on the size of the berth unless the vessel exceeds the length of the berth, in which case the vessel will be charged the fee for a berth that is large enough to fully accommodate the vessel.</p> <p>If the District must assign a vessel to a berth that is larger than necessary due to a lack of available smaller berths, the vessel will temporarily be charged the rate for a smaller berth that would accommodate the vessel until such berth is made available.</p>	<table border="1"> <thead> <tr> <th>Berth Size</th> <th>Docks D - H</th> <th>Docks A - C</th> </tr> </thead> <tbody> <tr> <td>30'</td> <td>273.00</td> <td>278.25</td> </tr> <tr> <td>35'</td> <td>315.00</td> <td>320.25</td> </tr> <tr> <td>40'</td> <td>357.00</td> <td>362.25</td> </tr> <tr> <td>45'</td> <td>404.50</td> <td>409.50</td> </tr> <tr> <td>50'</td> <td>441.00</td> <td>446.25</td> </tr> <tr> <td>55'</td> <td>483.00</td> <td>488.25</td> </tr> <tr> <td>65'</td> <td>567.00</td> <td>572.25</td> </tr> <tr> <td>65' +</td> <td>\$8.80/ft</td> <td>\$8.90/ft</td> </tr> <tr> <td>Skiffs*</td> <td>52.50</td> <td>78.75</td> </tr> </tbody> </table> <p>* Vessels 16' or less, bow tie and in approved areas only. No charge for skiff 12' or less owned by the berth renter and contained totally within the berth renter's berth. Multi-hull rate is 150% of the single hull rate.</p>	Berth Size	Docks D - H	Docks A - C	30'	273.00	278.25	35'	315.00	320.25	40'	357.00	362.25	45'	404.50	409.50	50'	441.00	446.25	55'	483.00	488.25	65'	567.00	572.25	65' +	\$8.80/ft	\$8.90/ft	Skiffs*	52.50	78.75
Berth Size	Docks D - H	Docks A - C																													
30'	273.00	278.25																													
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65' +	\$8.80/ft	\$8.90/ft																													
Skiffs*	52.50	78.75																													
Berthing – Discount	<p>1 Month free with 1 year paid in advance</p> <p>Berth Discount for Full Time Commercial and Sport fishing Vessels (applies to monthly and transient):15%. Not retroactive and requires annual application.</p>																														
Berthing – Long term Transient (guarantee of 2 weeks minimum and maximum of 30 days – with live aboard privileges)	\$0.75 per foot of boat per day – multi-hulled rate is 150%.																														

Exhibit A

San Mateo County Harbor District Pillar Point Harbor Draft Rates and Fees Schedule

Effective: July 1, 2013-June 30, 2014

Service	Pillar Point Harbor
Berthing – Short Term Transient (less than 2 weeks – with live aboard privileges)	\$0.85 per foot of boat per day – multi-hulled rate is 150%. Vessels anchoring in the outer harbor in excess of 4 hours will be subject to the daily rate.
Bid Package	District cost – non refundable
Boat Wash	\$1.25 per 5 minutes – coin operated – quarters only
CEQA Review – Initial Study	Base fee = \$150.00 Plus District in-house and out-of pocket costs
CEQA Review – Negative Declaration	Base fee = \$100.00 Plus District in-house and out-of pocket costs
Collections	District costs
Commercial Activity Permit	\$250.00 annual fee Veterans may be eligible for waiver of fee, subject to documentation acceptable to District. No retroactivity available. Other fees may apply.
Commercial Services Activity Permit	\$50.00 annual fee
Crab Pot Storage Deposit	Single Stall - \$200 deposit Double stall - \$300 deposit; Deposits of \$300 for single stall and \$450 for double stall for transient vessels of less than 6 months.
Credit Check	District cost – not to exceed \$50.00 per name
Day Use Parking	As designated at specific locations

Exhibit A

San Mateo County Harbor District Pillar Point Harbor Draft Rates and Fees Schedule

Effective: July 1, 2013-June 30, 2014

Service	Pillar Point Harbor
Dock Box Rental	Not available
Electricity	Amount, adjusted monthly, equal to amount paid by District for the electricity (including all associated charges and fees).
Emergency Pump Out Dockside	Actual labor (see Labor Charges) - \$100.00 minimum
Events	See Events Policy
Faxing Service	\$0.25 per page in/out – minimum \$1.00 fee
Fish Sales Permit – Retail	\$250.00 annual fee
Hoist – Public	\$40.00 per hour. Fees are prorated for partial hours with a \$10.00 minimum
Key Sale	\$10.00 per key
Labor Charge	\$100.00 per hour – regular time \$150.00 per hour – overtime
Late Charge – Monthly Berth Rentals	Interest charged at 0.834% per month (10% per annum) on all balances not paid by the 10 th of the month
Launch Ramp – Commercial Use Only	Commercial Activity Permit required

Exhibit A
San Mateo County Harbor District
Pillar Point Harbor Draft Rates and Fees Schedule
 Effective: July 1, 2013-June 30, 2014

Service	Pillar Point Harbor
Photocopy	Paper copy - \$0.25 per page – counter or meter used to determine usage. Electronic copy – \$1.00 per document
Plaque on Existing Bench	General public - \$500.00 5-year berth holders or fishers taken by the sea – optional donation
Proposals, Filing and Evaluation of Proposers, Proposers Credit Check	District cost – minimum \$500.00 per proposal
Recreational Vehicle Parking (only for Commercial Fishermen)	\$45/ day or \$450/ month – service is only available at Lot C during salmon season and crab season
Refloating Sunken Vessels	Minimum fee \$450.00 – actual costs at District rates or, if using outside salvage company, at salvage company rates.
Returned Checks (Non-Sufficient Funds)	\$30.00 per item
Security Deposit – monthly vessel berthing	Fee equal to 1 month’s berthing
Temporary Vessel Storage Fee – Up to 30 days – no live aboard privileges	Equivalent to monthly berth rental fee for the appropriately sized berth.
Towing – Applicable for all towing services except for towing that is required by the District to enable the District to perform maintenance or other necessary harbor operations.	\$200.00 per hour. Equipment fuel surcharge may be applied.
Vehicles – Use of	\$85 per hour. Personnel charges additional.

Exhibit A

San Mateo County Harbor District Pillar Point Harbor Draft Rates and Fees Schedule

Effective: July 1, 2013-June 30, 2014

Service	Pillar Point Harbor
Launch Ramp – Recreational Use Only	\$13.00 per launch, in and out. - Annual permit \$200.00 valid at all District operated launch ramps. - 20% discount on annual permit to Senior owner over 65 years of age or 20% discount on annual permit to person with disability displaying disabled placard or plate on towing vehicle.
Live Aboard Permit	\$350.00 monthly fee - 1 Month Free with 1 year paid in advance. - Senior (age 65 and older) discount of \$35.00. Discount available at time of request and eligibility confirmation, and is not retroactive.
Mailed Notices, including: - Postage - Individual notices - Agendas - Minutes	District cost \$.050 per page - \$5.00 minimum Payable in advance by cash, check or credit card. Refund with mailing, if applicable
Memorial Bench	General public - \$3,500.00 5-year berth holders or fishers taken by the sea - \$2,500.00
Mooring Fee for Active Privately Owned Mooring	\$1.60 per foot per month – \$48.00 minimum
Mooring Fee for District-Owned Mooring	Monthly: \$4.25 per foot (LOA) per month –\$126.00 per month minimum with signed agreement Transient: \$10.50 per day

Exhibit A

San Mateo County Harbor District Pillar Point Harbor Draft Rates and Fees Schedule

Effective: July 1, 2013-June 30, 2014

Service	Pillar Point Harbor
Mooring Permit – Initial One-Time Fee for Issuance of Private Mooring Permit	Governed by District Mooring Policy
NEPA Review – Initial Study	Base fee = \$150.00 Plus District in-house and out-of-pocket costs
NEPA Review – Negative Declaration	Base fee = \$100.00 Plus District in-house and out-of-pocket costs
<p>Non-Commercial Event Activity Permit</p> <p>The Permit applies to two different types of events:</p> <ul style="list-style-type: none"> - The first type of event is a Non-Commercial Event, which includes activities such as parades, marches, processions, bicycle rides, walks, runs, or assemblies on public property. These events are expected to present significant traffic, safety or competing use concerns. - The second type of event is a Purely Social Non-Commercial Event, which includes activities such as weddings and parties. 	<p>The District may charge a fee for Non-Commercial Events.</p> <p>Non-Commercial Events – the fee will not exceed the District’s actual costs in connection to the event.</p> <p>Purely Social Non-Commercial Events Non-Refundable Administrative Fee: \$250.00 for 50 participants or less; \$400.00 for 51-100 participants; \$500.00 for 101-150 participants; and 151+ participants fee to be determined by the General Manager with input from the Harbor Master, may include District costs including labor for services such as additional staff time, portable restrooms, clean up, and security including additional police.</p> <p>The District may charge a refundable cleaning deposit for Non-Commercial Events.</p>
Oil Absorbent Pads (Heavy Weight)	\$1/ pad
Passenger Fee – Commercial Sport Fishing and Other Charters	\$2.25 per passenger

Exhibit A

San Mateo County Harbor District Pillar Point Harbor Draft Rates and Fees Schedule

Effective: July 1, 2013-June 30, 2014

Service	Pillar Point Harbor
Vessel Removal Fees	Actual costs incurred for staff time, equipment and materials. Cost recovery for District staff time associated with removing vessel from assigned berth and/or from the facility as a result of non-payment of fees which results in cancellation of the berth rental agreement or failure to pay transient dockage as charged.

Resolution 07-13
of the
San Mateo County Harbor District
to
Adopt the Rates and Fees Schedule
for
Oyster Point Marina/Park
for
Fiscal Year 2013-2014

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

Therefore, be it resolved, that a Rates and Fees Schedule for Oyster Point Marina/Park for Fiscal Year 2013-2014 as set forth in Exhibit A, attached hereto and by reference incorporated herein, be adopted.

Therefore, be it further resolved, that the Board shall direct the posting of the Rates and Fees Schedule – Fiscal Year 2013-2014 at Oyster Point Marina/Park, and at the District's Administrative Office, and the inclusion of the Schedule as an exhibit in the Final Operating and Capital Budget for Fiscal Year 2013-14.

Approved this 5th day of June, 2013 at a regular meeting of the Board of Harbor Commissioners by a recorded vote as follows:

For: Bernardo, Brennan, Tucker

Against: None

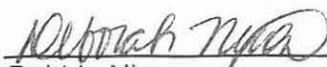
Absent: None

Abstaining: Holsinger

Recused: Parravano

Attested

BOARD OF HARBOR COMMISSIONERS



Debbie Nixon
Deputy Secretary



James Tucker
President

Exhibit A

San Mateo County Harbor District

Oyster Point Marina Park Rates and Fees Schedule

Effective: July 1, 2013-June 30, 2014

Service	Oyster Point Marina/Park																														
Berth Transfer Fee – Customer Initiated	\$30.00 fee per vessel transferred																														
Berth Waiting List - Must be paid annually to maintain position on wait list	\$25.00 annual fee																														
<p>Berthing – Monthly Rates</p> <p>Vessels will be charged based on the size of the berth unless the vessel exceeds the length of the berth, in which case the vessel will be charged the fee for a berth that is large enough to fully accommodate the vessel.</p> <p>If the District must assign a vessel to a berth that is larger than necessary due to a lack of available smaller berths, the vessel will temporarily be charged the rate for a smaller berth that would accommodate the vessel until such berth is made available.</p>	<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Berth Size</th> <th style="text-align: left;">Single Finger</th> <th style="text-align: left;">Double Finger</th> </tr> </thead> <tbody> <tr> <td>22' or less</td> <td>n/a</td> <td>110.25</td> </tr> <tr> <td>26'</td> <td>n/a</td> <td>210.00</td> </tr> <tr> <td>30'</td> <td>231.00</td> <td>241.50</td> </tr> <tr> <td>36'</td> <td>278.50</td> <td>288.75</td> </tr> <tr> <td>40'</td> <td>320.25</td> <td>330.75</td> </tr> <tr> <td>45'</td> <td>357.00</td> <td>372.75</td> </tr> <tr> <td>50'</td> <td>399.00</td> <td>414.75</td> </tr> <tr> <td>55'</td> <td>n/a</td> <td>456.75</td> </tr> <tr> <td>60'</td> <td>477.75</td> <td>498.75</td> </tr> </tbody> </table> <p style="text-align: center;">*Multi-hull rate is 150% of the single Hull rate.</p>	Berth Size	Single Finger	Double Finger	22' or less	n/a	110.25	26'	n/a	210.00	30'	231.00	241.50	36'	278.50	288.75	40'	320.25	330.75	45'	357.00	372.75	50'	399.00	414.75	55'	n/a	456.75	60'	477.75	498.75
Berth Size	Single Finger	Double Finger																													
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60'	477.75	498.75																													
Berthing – Discount	1 Month free with 1 year paid in advance																														
Berthing – Long term Transient (guarantee of 2 weeks minimum and maximum of 30 days – with live aboard privileges)	\$.60 per foot per day – multi-hulled rate is 150%																														
Berthing – Short Term Transient (less than 2 weeks – with live aboard privileges)	\$.80 per foot per day – multi-hulled rate is 150%. Vessels using the guest dock in excess of 4 hours will be charged the daily rate.																														
Bid Package	District cost – non refundable																														

Exhibit A

San Mateo County Harbor District Oyster Point Marina Park Rates and Fees Schedule

Effective: July 1, 2013-June 30, 2014

Boat Wash	\$1.25 per 5 minutes – coin operated – quarters only
CEQA Review – Initial Study	Base fee = \$150.00 Plus District in-house and out-of pocket costs
CEQA Review – Negative Declaration	Base fee = \$100.00 Plus District in-house and out-of pocket costs
Collections	District costs
Commercial Activity Permit	\$250.00 annual fee Veterans may be eligible for waiver of fee, subject to documentation acceptable to District. No retroactivity available. Other fees may apply.
Commercial Services Activity Permit	\$50.00 annual fee Additional license agreement may be required
Crab Pot Storage Deposit	Not available
Credit Check	District cost – not to exceed \$50.00 per name
Day Use Parking	As designated in specific locations
Dock Box Rental	\$10.00 monthly fee
Electricity	Amount, adjusted monthly, equal to amount paid by District for the electricity (including all associated charges and fees).
Emergency Pump Out Dockside	Actual labor (see Labor Charges) - \$100.00 minimum
Events	See Events Policy

Exhibit A

San Mateo County Harbor District Oyster Point Marina Park Rates and Fees Schedule

Effective: July 1, 2013-June 30, 2014

Faxing Service	\$0.25 per page in/out – minimum \$1.00 fee
Fish Sales Permit – Retail	\$250.00 annual fee
Hoist – Public	Not available
Key Sale	\$10.00 per key
Labor Charge	\$100.00 per hour – regular time \$150.00 per hour – overtime
Late Charge – Monthly Berth Rentals	Interest charged at 0.834% per month (10% per annum) on all balances not paid by the 10 th of the month
Launch Ramp – Commercial Use Only	Commercial Activity Permit required
Launch Ramp – Recreational Use Only	\$11.00 per launch, in and out. <ul style="list-style-type: none"> - Annual permit \$200.00 valid at all District operated launch ramps. - 20% discount on annual permit to Senior owner over 65 years of age or 20% discount on annual permit to person with disability displaying disabled placard or plate on towing vehicle.
Live Aboard Permit	\$350.00 monthly fee <ul style="list-style-type: none"> - 1 Month Free with 1 year paid in advance. - Senior (age 65 and older) discount of \$35.00. Discount available at time of request and eligibility confirmation, and is not retroactive.
Mailed Notices, including: <ul style="list-style-type: none"> - Postage - Individual notices - Agendas - Minutes 	District cost \$.050 per page - \$5.00 minimum Payable in advance by cash, check or credit card. Refund with mailing, if applicable

Exhibit A

San Mateo County Harbor District

Oyster Point Marina Park Rates and Fees Schedule

Effective: July 1, 2013-June 30, 2014

Memorial Bench	General public - \$3,500.00 5-year berth holders or fishers taken by the sea - \$2,500.00
Mooring Fee for Active Privately Owned Mooring	Not available
Mooring Fee for District Owned Mooring	Not available
Mooring Permit – Initial One-Time Fee for Issuance of Private Mooring Permit	Not available
NEPA Review – Initial Study	Base fee = \$150.00 Plus District in-house and out-of-pocket costs
NEPA Review – Negative Declaration	Base fee = \$100.00 Plus District in-house and out-of-pocket costs
<p>Non-Commercial Event Activity Permit</p> <p>The Permit applies to two different types of events:</p> <ul style="list-style-type: none"> - The first type of event is a Non-Commercial Event, which includes activities such as parades, marches, processions, bicycle rides, walks, runs, or assemblies on public property. These events are expected to present significant traffic, safety or competing use concerns. - The second type of event is a Purely Social Non-Commercial Event, which includes activities such as weddings and parties. 	<p>The District may charge a fee for Non-Commercial Events.</p> <p>Non-Commercial Events – the fee will not exceed the District’s actual costs in connection to the event.</p> <p>Purely Social Non-Commercial Events Non-Refundable Administrative Fee: \$250.00 for 50 participants or less; \$400.00 for 51-100 participants; \$500.00 for 101-150 participants; and 151+ participants fee to be determined by the General Manager with input from the Harbor Master, may include District costs including labor for services such as additional staff time, portable restrooms, clean up, and security including additional police.</p> <p>The District may charge a refundable cleaning deposit for Non-Commercial Events.</p>

Exhibit A

San Mateo County Harbor District

Oyster Point Marina Park Rates and Fees Schedule

Effective: July 1, 2013-June 30, 2014

Oil Absorbent Pads (Heavy Weight)	\$1/ pad
Passenger Fee – Commercial Sport Fishing and Other Charters	\$2.25 per passenger
Photocopy	Paper copy - \$0.25 per page – counter or meter used to determine usage. Electronic copy – \$1.00 per document
Plaque on Existing Bench	General public - \$500.00 5-year berth holders or fishers taken by the sea – optional donation
Proposals, Filing and Evaluation of Proposers, Proposers Credit Check	District cost – minimum \$500.00 per proposal
Recreational Vehicle Parking (only for Commercial Fishermen)	Not permitted
Refloating Sunken Vessels	Minimum fee \$450.00 – actual costs at District rates or, if using outside salvage company, at salvage company rates.
Returned Checks (Non-Sufficient Funds)	\$30.00 per item
Security Deposit – monthly vessel berthing	Fee equal to 1 month's berthing
Temporary Vessel Storage Fee – Up to 30 days – no live aboard privileges	Equivalent to monthly berth rental fee for the appropriately sized berth.
Towing – Applicable for all towing services except for towing that is required by the District to enable the District to perform maintenance or other necessary marina operations.	\$200.00 per hour. Equipment fuel surcharge may be applied.
Vehicles – Use of	\$85 per hour. Personnel charges additional.

Exhibit A

San Mateo County Harbor District Oyster Point Marina Park Rates and Fees Schedule

Effective: July 1, 2013-June 30, 2014

Vessel Removal Fees	Actual costs incurred for staff time, equipment and materials. Cost recovery for District staff time associated with removing vessel from assigned berth and/or from the facility as a result of non-payment of fees which results in cancellation of the berth rental agreement or failure to pay transient dockage as charged.
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Resolution 12-13

to
Adopt the Final Fiscal Year 2013-2014
Integrated Operating and Capital Budget
of the
San Mateo County Harbor District

Whereas, the Board of Harbor Commissioners, pursuant to § 6093.1 of the Harbors and Navigation Code of the State of California, introduced and adopted the Preliminary Integrating Operating and Capital Budget for Fiscal Year 2013-14 on June 19, 2013 and

Whereas, said Board set 7:00 p.m., June 19, 2013 at the Municipal Services Building, 33 Arroyo Drive, South San Francisco, California as said time and place for the public hearing on the fixing and adoption of the Final Integrated Operating and Capital Budget for Fiscal Year 2013-14, and

Whereas, notice of said hearing was duly given by publication in the San Mateo Times on May 6, 2013, and

Whereas, copies of the budget were made available at Pillar Point Harbor Harbormaster's office, Oyster Point Marina/Park Harbormaster's Office, and the District's Administrative Office, and

Whereas, it appears to be in the best interest of the taxpayers of the District that the Final Integrated Operating and Capital Budget for Fiscal Year 2013-14 be adopted in the format set forth in Exhibit A, attached hereto, and by reference incorporated herein.

Now, Therefore, Be It Resolved that a Final Integrated Operating and Capital Budget for Fiscal Year 2013-14 of \$10,101,474 as set forth in Exhibit A, attached hereto and by reference incorporated herein, be adopted for Fiscal Year 2013-14.

Be It Further Resolved, that the Board shall report the Final Integrated Budget to the Board of Supervisors of the County of San Mateo in accordance with the Harbors and Navigation Code of the State of California.

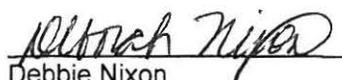
Approved this 19th day of June, 2013 at the regular meeting of the Board of Harbor Commissioners by a recorded vote as follows:

For: Bernardo, Holsinger, Parravano, Tucker

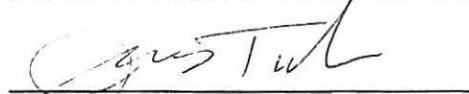
Against: Brennan

Absent: None

Attested


Debbie Nixon
Deputy Secretary

BOARD OF HARBOR COMMISSIONERS


James Tucker
President