

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, 2015

Board of Harbor Commissioners

Peter Grenell
General Manager

Debra Galarza
Director of Finance

Scott Grindy
Harbor Master

Marietta Harris
Human Resource Manager



San Mateo County Harbor District

Board of Harbor Commissioners

Robert Bernardo, President
Pietro Parravano, Vice President
James Tucker, Treasurer & Secretary
Sabrina Brennan, Commissioner
William Holsinger, Commissioner

Peter Grenell, General Manager

TRANSMITTAL LETTER

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

We present to you the San Mateo County Harbor District's Final Integrated Operating and Capital Budget for Fiscal Year 2014-2015 totaling \$10,088,907. We have worked hard to bring you a Budget that clearly reflects the needs and challenges facing the Harbor District. The Harbor Commission has worked closely with staff in budget meetings to address the needs of Pillar Point Harbor and Oyster Point Marina/Park and the District as a whole. Staff recommends adoption of this budget.

BUDGET BACKGROUND

Harbor District's Scope of Operations: The District was created by the San Mateo County Board of Supervisors in 1933 with jurisdiction encompassed by the County boundaries. In addition to its operational responsibilities at Pillar Point Harbor in Princeton and Oyster Point Marina/Park in South San Francisco, the District may work elsewhere within the County. For example, it may assist County communities having San Francisco Bay shorelines with water transit-related emergency preparation and response; and it may join with the County and its municipalities in addressing the challenges of adapting to sea level rise.

The District began to create Pillar Point Harbor as a harbor of refuge for the commercial fishing fleet and other vessels in the late 1940s. After the Army Corps of Engineers built the federal breakwater in 1959-61, major harbor development in the 1980s was financed by loans from the California Department of Boating and Waterways (now a Division of the State Parks Department). In 1977, the District took over operations of the City of South San Francisco's Oyster Point Marina/Park under a Joint Powers Agreement and completed the marina's development with more DBW loans through the 1980s. The District's loan balance for the DBW funds was \$19.77 million in 1997; debt service payments have reduced this figure now to \$7.1 million.

The District operates as an enterprise agency, allocating its operational revenues including berth rents, live aboard fees, small boat launch fees, lease rents, and other fees and charges toward meeting operational expenses. In addition, the District expends substantial sums toward non-enterprise costs that generate no revenue, such as local sponsor cost share of a federal beach erosion control project at Pillar Point that has significant community interest, and repair of a popular and well-used shoreline trail. The District's share of property tax revenue helps defray costs like these that serve a broader segment of the County population and visitors than just boaters.



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DISTRICT FINANCIAL HIGHLIGHTS

Debt Retirement: The Harbor District is on track to retire its remaining debt to the Division of Boating and Waterways (DBW) ahead of schedule in 2018. With its next debt service payment to DBW in July, the loan balance will be down to approximately \$5.9 million. After 2018, these DBW payments will no longer be necessary, thus enhancing its unrestricted cash reserves.

Prudent Allocation of Unrestricted Cash Reserves: The Harbor Commission, using its discretionary authority, assigns unrestricted cash to cover debt service, short term operating costs, emergency response needs, capital improvements, and a set-aside allocation to cover the District's entire unfunded termination benefit liability obligation. These designated uses can be adjusted by the Commission as needed to plan for changing future needs. The District maintains only one restricted reserve: a \$1.7 million amount for DBW debt collateral required by DBW. As of the most recent quarterly investment report, current unrestricted cash reserves total \$13,070,114 million.

The table below summarizes available unrestricted and restricted cash from 2005 to 2013, and shows a total increase of \$1,797,560:

Year	Available Cash	Restricted Cash	Total Cash
2005	\$9,976,124	\$1,510,811	\$11,486,935
2006	\$10,439,470	\$1,561,402	\$12,000,872
2007	\$9,024,999	\$1,627,389	\$10,652,388
2008	\$7,854,545	\$1,702,749	\$9,557,294
2009	\$7,817,446	\$1,651,280	\$9,468,726
2010	\$11,212,020	\$1,672,274	\$12,884,294
2011	\$11,805,185	\$1,691,043	\$13,496,228
2012	\$12,364,655	\$1,715,223	\$14,079,878
2013	\$11,547,199	\$1,737,296	\$13,284,495
Total Increase from 2005-2013	\$1,571,075	\$226,485	\$1,797,560



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Total Assets: The Harbor District has approximately \$40 million in total assets, including all facilities contained in its fixed asset inventory. This level of total assets, together with the District's cash position, attests to the District's fiscal strength.

Strategic Business Plan: The District is embarking on a comprehensive planning process to identify updated action priorities and to align its resources to address needs for maintaining and improving its harbor facilities and other operational concerns over the next several years. These include but are not limited to: (a) identification of adaptive measures to sea level rise impacts; (b) achieving cost saving benefits from advance planning to reduce fluctuations in needed investment; and (c) diversifying our revenue streams to reduce reliance on property tax revenues. This planning process will involve extensive public outreach to harbor stakeholders and their wider communities.

Capital Improvements: The Harbor District continues to maintain and improve its harbor facilities based on review of periodic facilities condition surveys. The strategic business plan will formulate a strategy and phased capital improvements plan for upgrading, improving, replacing, and adding harbor facilities that will be coordinated with District financial planning and will include sea level rise adaptation measures.

BUDGET HIGHLIGHTS

What is a Budget? The District's budget is an itemized summary of desired and probable expenditures and income for the given period of FY 2014-15. But the budget is more than just a projection of receipts and disbursements: Our budget is a working document of a financial plan for the Harbor Commission and the public that identifies the operating costs considered essential to the successful operation of the District for that given period. Our budget is flexible, and subject to amendment as and when circumstances warrant, e. g., responding to unanticipated storm damage to facilities caused by a declared disaster emergency. In such a case, the District's discretionary emergency reserve would be tapped for immediate response while application for federal disaster relief funds is being processed.

Budget Process: The Harbor District's process for preparing its annual budget begins mid-year for the succeeding year's budget. District Finance staff begins the current fiscal year's mid-year performance to budget analysis. The Harbor Commission reviews the mid-year budget report in February. Having reviewed the current year's performance and identified budget issues and goals for the next fiscal year, staff prepares a first draft preliminary budget which is introduced by the Harbor Commission at a public hearing in March. The Commission continues the initial public budget hearing to each succeeding Commission meeting (twice a month) until adoption of the final budget in late June. This enables maximum opportunity for public review and comment, and for the Commission to consider and review refinements and other changes to the document during the process. By statute the Harbor Commission adopts a Preliminary Budget, usually in early May, and publishes a public notice that the Preliminary



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Budget is available for public review. This statutory review period is followed by preparation of the final budget for Commission action before the end of the fiscal year in June.

Estimated Revenue: Projected Operating Revenue has been budgeted at \$3,788,250. This is an increase of 4% over last year's budget and is mostly due to increases in rents resulting from CPI adjustments. Operational grants for the destruction of abandoned vessels have been included in the FY 2014-2015 budget as operational revenues. Budgeted operating revenues from grants and other one-time payments are estimated to be lower than last year because the District received a \$2 million reimbursement for replacement of Dock 11 at Oyster Point Marina/Park (OPM), a \$250,000 federal grant to rebuild the OPM guest dock, as well as a \$600,000 reimbursement for the District's local sponsor share of the federal OPM breakwater wave attenuator project. These funds were applied only in 2013-2014. Other factors affecting operating revenues are the continuing drought conditions and potential adverse drought impacts on commercial fishing which could affect the District's fishing-related revenue.

Projected Non-Operating Revenues for FY 2014-2015 include taxes and interest income. For this forthcoming fiscal year, \$5,117,300 has been budgeted in non-operating revenues. This category is comprised mostly of tax revenues; only \$67,300 consists of interest and miscellaneous income. The budget does not assume the County will be able to provide RDA (redevelopment) revenues. With the State's elimination of redevelopment agencies, payments to the District will no longer be made.

The District does estimate for the first time in this budget Educational Revenue Augmentation Funds (ERAF) at \$800,000. Since 1992, an estimated portion of the District's property tax revenue share has gone to the State's ERAF, as is done by other local agencies receiving such tax revenue. The District had not budgeted such reimbursements in previous years as estimates of this source were uncertain. However, partial reimbursements to the District of these ERAF funds have been consistent over the last several years, so an estimate is included in this budget.

Estimated Expenses: Projected Operating Expenses at the Harbor and Marina, excluding termination expense, interest expenses, depreciation, and capital projects are budgeted at \$7,297,254 compared to FY 2012-2013 at \$6,271,337. This represents an increase of \$1,025,917. This larger estimate results from increases in operational expenses such as cost of living increases, vessel destruction costs, legal services, contractual services, insurance, and utility costs. The District has experienced an decrease in interest expense for the Division of Boating and Waterways debt service due to the reduction in outstanding loan balance.

Capital Projects: Capital project expenditures for FY 2014-2015 are modest compared to prior years. Capital projects budgeted in FY 2014-15 include a previously authorized project - repairs to the Pillar Point west trail at \$355,933, carried over from FY 2013-2014, and five new minor



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projects totaling \$190,000: at Pillar Point, mooring replacements, design of a replacement restroom at the boat launch ramp, engineering for inner harbor maintenance dredging, and paid parking; and at Oyster Point, response measures to high tide-caused occasional flooding. The District is completing a Facilities Condition Survey for both harbors. Information from this survey will help guide budget decisions on capital projects for the following budget year, and will also inform analyses carried out as part of the strategic business plan process.

Prudent Set-Aside for Unfunded Termination Benefit Liability: A sum of \$2.9 million is assigned by the Harbor Commission to fully cover this obligation. At the Harbor District, an employee accrues this benefit according to length of service: for each year of service, six months of benefit is accrued. An employee becomes eligible to receive this benefit after twelve years of continuous service. This obligation is discharged gradually over an extended period of time as each employee vested in the benefit leaves District employment. Nevertheless, the District has the financial capacity to designate the full amount of this obligation at this time as a prudent reserve.

The table below summarizes the budget’s proposed revenues and expenses and the variance from the previous year. Projected revenues are increased, while non-operating and capital and carry-over expenses are reduced from 2013-2014.

	FY 13-14 Preliminary Budget	FY 14-15 Final Budget Proposed
Operating Revenue	\$3,651,249	\$3,788,250
Non-Operating Revenue	\$3,907,983	\$5,117,300
Total Revenue	\$7,559,232	\$8,905,550
Salary & Payroll Burden	\$3,604,966	\$4,182,897
Operating Expenses	\$2,787,358	\$3,425,650
Non-Operating Expenses	\$2,012,820	\$1,934,426
Capital	\$895,000	\$190,000
Carryovers	\$801,329	\$355,933
Total All Costs	\$10,101,473	\$10,088,906
Difference	-\$2,542,241	-\$1,183,356



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FUTURE OUTLOOK

The Harbor District's Strategic Business Plan will be developed over the next one and one-half years, and will provide a multi-year framework for future operations and operational economies, facilities maintenance and capital improvements, adaptive responses to sea level rise, fishing industry sustainability, investments, revenue enhancement, debt management, and fiscal planning. Through its annual Finance and Priorities workshop process, the Harbor Commission will use the Plan to guide its ongoing budget preparations and adjust its action priorities. The Plan itself will be reviewed regularly and course corrections made as changing circumstances warrant.

The District will continue on its path to retire its Boating and Waterways loan balance ahead of schedule by 2018 or sooner. The District's 2014 debt service payment will reduce the debt to \$5.9 million from its original \$19.77 million. This declining loan balance will result in lower interest expenses, create additional borrowing capacity, and improve the District's overall fiscal position going forward.

The District will expand its efforts to seek new ways to increase and diversify its revenues, in order to enable needed improvements including sea level rise adaptations, reduction of the District's reliance on property tax revenues, support for its contributions to sustaining the fishing industry at Pillar Point, and to respond more cost-effectively to the opportunities and challenges arising from Pillar Point's growing importance as a regional coastal destination and activity center. This activity will include working more closely with the City of South San Francisco to assist City efforts to promote development at Oyster Point Marina/Park. Increased economic activity including visitor-serving amenities will encourage increasing marina occupancy. Nonetheless, a lagging economy and a changing boating market will continue challenging achievement of greater occupancy.

At both Pillar Point and Oyster Point, the District will continue its activities to maintain its Clean Marina Certifications. It will expand its work with the San Mateo County Resource Conservation District to further identify and address the upland sources and causes of water quality impacts.

With its Countywide jurisdiction, the Harbor District will work with the County and other public entities to address the serious sea level rise challenges facing San Mateo County.

ACKNOWLEDGEMENTS

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

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FINAL OPERATING AND CAPITAL BUDGET FISCAL YEAR ENDING JUNE 30, 2015

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San Mateo County Harbor District
Board of Harbor Commissioners

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

**SAN MATEO COUNTY HARBOR DISTRICT
FINAL OPERATING AND CAPITAL BUDGET
FISCAL YEAR ENDING JUNE 30, 2015**

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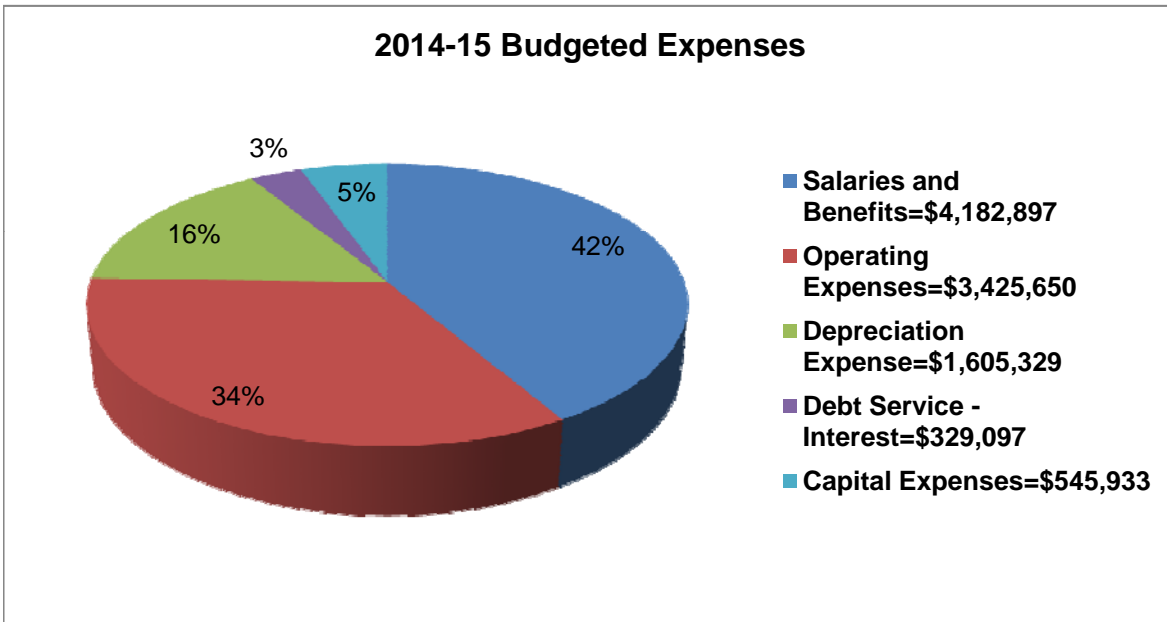
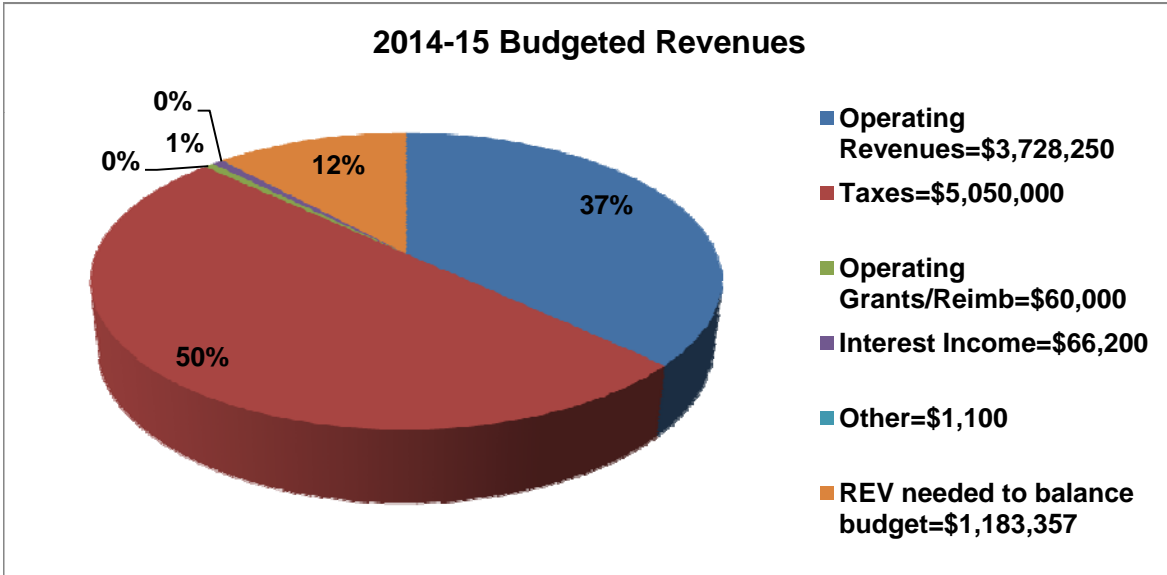
BUDGET SUMMARY

SAN MATEO COUNTY HARBOR DISTRICT
FISCAL YEAR 2014-2015 FINAL BUDGET

BUDGET SUMMARY

DESCRIPTION	PRIOR YEAR ACTUAL	FY 13-14 AMENDED BUDGET	FY 13-14 YEAR TO DATE THRU 3/31/14	FY 13-14 PROJECTED ANNUAL	FY 14-15 FINAL BUDGET
Operating Revenues	4,078,967	3,624,249	3,049,388	3,869,770	3,788,250
Non-Operating Revenues	5,236,528	3,907,983	5,982,345	6,726,117	5,117,300
TOTAL REVENUES	9,315,496	7,532,232	9,031,734	10,595,887	8,905,550
Operating Expenses	5,204,451	7,548,041	4,730,659	7,038,069	7,608,547
Non-Operating Expense	1,855,135	2,012,820	375,830	1,846,305	1,934,426
TOTAL OPERATING & NON OPERATING EXPENSES	7,059,587	9,560,861	5,106,490	8,884,374	9,542,974
<i>NET INCREASE(DECREASE)</i>	<i>2,255,909</i>	<i>(2,028,629)</i>	<i>3,925,244</i>	<i>1,711,513</i>	<i>(637,424)</i>
Total Capital Projects Expense (including carryovers)	3,294,276	3,267,853	1,250,927	1,957,113	545,933
TOTAL EXPENSES WITH CAPITAL	10,353,863	12,828,714	6,357,417	10,841,487	10,088,907
TOTAL INCREASE(DECREASE) INCLUDING CAPITAL	(1,038,367)	(5,296,482)	2,674,317	(245,600)	(1,183,357)

Total Revenues & Expenses



TOTAL SOURCES: \$10 MILLION = TOTAL USES: \$10 MILLION

Budget Summary

Fiscal Year Ending June 30, 2015

1. Prior year actual Operating Revenues are greater than FY2014-15 estimated Final Budget because in FY2013-14 the District received reimbursement for the Oyster Point Wave Attenuators in the amount of \$600,000. In FY 2013-14 the District also received \$2 million dollars for reimbursement for Dock 11 from the City of South San Francisco.
2. Prior year actual Non-Operating Revenues are greater than FY2014-15 estimated Final Budget because in FY2013-14 the District received a Redevelopment Agency Dissolution payment of over \$500,000. It also received close to \$90,000 in recovery funds from the Lehman securities crisis. No additional Redevelopment Agency or Lehman funds are estimated for FY2014-15.
3. Estimated final budget compared to prior year actual is greater due to increased repairs and maintenance for property and docks, contractual services, and election expense for 2014.
4. Capital projects in the amount of \$545,933 are made up of \$190,000 in new projects and \$355,933 in carryovers from FY2013-14. Several capital projects were completed in the prior year actual which is why there is such a variance in prior year actual to final budget numbers

SAN MATEO COUNTY HARBOR DISTRICT
FISCAL YEAR 2014-2015 FINAL BUDGET

BUDGET SUMMARY

DESCRIPTION	PILLAR POINT HARBOR	OYSTER POINT MARINA/ PARK	ADMINISTRATION	COMMISSION	TOTAL
OPERATING REVENUE:					
Berth Fees	1,666,500	1,098,400	0	0	2,764,900
Mooring Fees	41,000	0	0	0	41,000
Launch Ramp Fees	81,500	17,850	0	0	99,350
Dock Boxes	0	6,400	0	0	6,400
Misc. Fees	51,200	19,200	0	0	70,400
Rents & Concessions	433,000	235,000	0	0	668,000
RV Parking (Fishing)	35,000	0	0	0	35,000
Event Fees	22,100	500	0	0	22,600
Commercial Activity Permits	9,000	3,200	0	0	12,200
Sales	6,500	1,900	0	0	8,400
Operational Grants					
State- DBAW - Abandoned Vessel	30,000	30,000	0	0	60,000
Total Operating Revenues	2,375,800	1,412,450	0	0	3,788,250
NON-OPERATING REVENUE:					
Taxes	0	0	5,050,000	0	5,050,000
Interest Income	0	0	66,200	0	66,200
Miscellaneous Revenues	0	0	1,100	0	1,100
Total Non-Operating Revenues	0	0	5,117,300	0	5,117,300
TOTAL REVENUES	2,375,800	1,412,450	5,117,300	0	8,905,550

SAN MATEO COUNTY HARBOR DISTRICT
 FISCAL YEAR 2014-2015 FINAL 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	1,000,850	691,300	656,200	36,000	2,384,350
Overtime	16,500	7,000	5,500	0	29,000
Other Pay	15,000	20,000	0	0	35,000
Total Salaries and Wages	1,032,350	718,300	661,700	36,000	2,448,350
Benefits Expense:					
Pension Contributions	252,100	189,000	154,200	0	595,300
Health Insurance Costs - Current Employees	211,500	145,354	94,000	52,900	503,754
Worker's Compensation Insurance	79,300	55,000	4,800	400	139,500
Other Insurance - Current Employees	16,025	11,400	10,100	320	37,845
Insurance Costs - Retirees	24,150	35,700	0	20,300	80,150
Social Security and Taxes	14,969	10,200	9,595	3,122	37,886
Auto Allowance	8,400	8,400	8,400	0	25,200
Employment Assistance Program	1,300	1,100	670	550	3,620
Liability for Termination Benefit	185,125	136,168	10,300	(20,300)	311,293
Total Benefits	792,869	592,322	292,064	57,292	1,734,547
TOTAL SALARY AND PAYROLL BURDEN	1,825,219	1,310,622	953,764	93,292	4,182,897

SAN MATEO COUNTY HARBOR DISTRICT
FISCAL YEAR 2014-2015 FINAL BUDGET

BUDGET SUMMARY

DESCRIPTION	PILLAR POINT HARBOR	OYSTER POINT MARINA/ PARK	ADMINISTRATION	COMMISSION	TOTAL
OPERATING EXPENSES:					
Advertising	9,000	8,000	2,500	32,500	52,000
Bad Debt Expense	65,000	65,000	0	0	130,000
Communications	22,600	12,800	12,500	0	47,900
Election Costs	0	0	0	650,000	650,000
WiFi Services	9,600	8,000	0	0	17,600
Computer - Hardware and software	11,750	5,000	9,000	0	25,750
Postage	8,100	4,000	6,500	250	18,850
Meetings/Travel/ Training	6,300	6,300	6,500	3,500	22,600
Auto Mileage Reimbursement	500	400	1,500	200	2,600
Memberships/ Exams/ Subscriptions	200	200	15,000	0	15,400
Personnel Tests	2,000	1,100	2,500	0	5,600
Property & Casualty Insurance	135,000	134,970	0	17,545	287,515
Fuel	12,500	6,800	0	0	19,300
Operating Supplies	84,600	31,500	0	0	116,100
Office Supplies	12,000	7,000	16,100	1,700	36,800
Office Equipment	22,000	0	15,000	0	37,000
Uniform Expenses	12,500	8,000	0	0	20,500
Legal Services	20,000	10,000	50,000	110,000	190,000
Contractual Services-IT	18,500	13,000	21,000	4,000	56,500
Contractual Services-Professional	71,505	76,305	71,505	0	219,315
Outside Contractual Services	111,350	109,750	33,150	5,300	259,550
Special Events Expense	6,500	6,500	0	0	13,000
Bank & Credit Card Fees	16,400	22,250	750	0	39,400
Office Space and Equipment Rentals	0	4,200	101,970	0	106,170
Repair and Maintenance	276,000	111,500	0	0	387,500
Garbage Collections	154,300	26,500	0	0	180,800
Harbor/ Marina Public Access	0	0	0	0	0
Harbor/ Marina Equipment	25,300	5,000	0	0	30,300
Vessel Destruction	50,000	50,000	0	0	100,000
Water and Electrical Utility Expenses	168,000	128,300	0	0	296,300
LAFCO Fees	0	0	7,500	0	7,500
Property Tax Admin. Fee	0	0	29,000	0	29,000
Employee Appreciation Dinner	0	0	0	4,800	4,800
Total Operating Expenses	1,331,505	862,375	401,975	829,795	3,425,650
Total All Operating, Salary and Benefit Expenses	3,156,724	2,172,997	1,355,739	923,087	7,608,547
NON-OPERATING EXPENSES:					
Depreciation Expense	603,178	988,195	13,956	0	1,605,329
Interest Expense - DBAW Loan	168,627	160,470	0	0	329,097
Total Non-Operating Expenses	771,805	1,148,665	13,956	0	1,934,426
TOTAL OE&E EXPENSE	3,928,529	3,321,662	1,369,695	923,087	9,542,974

SAN MATEO COUNTY HARBOR DISTRICT
FISCAL YEAR 2014-2015 FINAL BUDGET

BUDGET SUMMARY

DESCRIPTION	PILLAR POINT HARBOR	OYSTER POINT MARINA/ PARK	ADMINISTRATION	COMMISSION	TOTAL
CAPITAL PROJECTS (2014-2015 BUDGET APPROPRIATION ONLY):					
Oyster Point Marina:					
Correct Flooding Issues	0	25,000	0	0	25,000
Pillar Point Harbor:					
Mooring Replacements	20,000	0	0	0	20,000
Paid Parking	50,000	0	0	0	50,000
Launch Ramp Restroom Design	25,000	0	0	0	25,000
Inner Harbor Dredging	70,000	0	0	0	70,000
Administration:					
Total Capital Projects (2014-2015 Appropriations)					
	165,000	25,000	0	0	190,000
CAPITAL PROJECTS (CARRYOVER):					
Pillar Point Harbor:					
West Trail - Fix Erosion	355,933	0	0	0	355,933
Total Capital Projects (Carryover Appropriations)	355,933	0	0	0	355,933
Total All Capital Projects	520,933	25,000	0	0	545,933
TOTAL ALL COSTS	4,449,462	3,346,662	1,369,695	923,087	10,088,907
TOTAL REVENUES LESS TOTAL EXPENSES					(1,183,357)

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REVENUES

SAN MATEO COUNTY HARBOR DISTRICT
 FISCAL YEAR 2014-2015 FINAL BUDGET

DESCRIPTION	COMBINED REVENUES				
	PRIOR YEAR ACTUAL	FY 13-14 AMENDED BUDGET	FY 13-14 YEAR TO DATE THRU 3/31/14	FY 13-14 PROJECTED ANNUAL	FY 14-15 FINAL BUDGET
Operating Revenues	4,078,967	3,624,249	4,997,570	6,332,115	3,788,250
Non-Operating Revenues	5,236,528	3,907,983	5,982,345	6,726,117	5,117,300
TOTAL REVENUES	9,315,496	7,532,232	10,979,915	13,058,232	8,905,550

PILLAR POINT HARBOR REVENUES

DESCRIPTION	PRIOR YEAR ACTUAL	FY 13-14 AMENDED BUDGET	FY 13-14 YEAR TO DATE THRU 3/31/14	FY 13-14 PROJECTED ANNUAL	FY 14-15 FINAL BUDGET
OPERATING REVENUE:					
Berth Fees	1,464,466	1,514,796	1,226,918	1,609,088	1,666,500
Mooring Fees	45,983	47,337	32,425	44,425	41,000
Launch Ramp Fees	70,561	81,306	76,543	81,306	81,500
Misc. Fees	49,861	33,601	63,091	58,502	45,400
Crab Pot Storage Fee	550	0	5,050	5,750	5,800
Rents & Concessions	353,560	370,696	494,974	582,974	433,000
RV Parking (Fishing)	42,600	54,896	29,616	33,000	35,000
Event Fees	0	0	0	0	22,100
Commercial Activity Permits	10,065	9,000	8,000	9,000	9,000
Sales	6,469	4,472	11,565	11,800	6,500
Operational Grants					
Pump Out Station Grant	23,043	0	0	0	0
State- DBAW - Abandoned Vessel	10,600	26,500	0	26,500	30,000
Total Operating Revenues	2,077,758	2,142,604	1,948,182	2,462,345	2,375,800

Pillar Point Harbor

Fiscal Year Ending June 30, 2015

1. The fishing season was robust in 2013-14 and Pillar Point was 100% occupied for most of the commercial crab fishing season. It was approximately 94% occupied during salmon season. For FY2014-15 we are projecting a similar season with similar occupancies but do not anticipate any growth until we hear more about drought impacts from Department of Fish and Game.
2. Budgeted revenue from lease rents and concessions is expected to increase as a result of CPI lease rent adjustments. Economists are forecasting a slow recovery. As the economy improves, it is hoped that foot traffic to the harbor and related patronage of the harbor and lessee facilities will increase.
3. Revenue from the establishment of Paid Parking is not currently included in the preliminary budget, but will be added at the time the project analysis is completed and a decision is made about the strategy for implementing a paid parking solution.
4. Grant monies received from Division of Boating and Waterways Grant for Abandoned Vessel Abatement are expected to continue to be received and Pillar Point will continue to remove and salvage abandoned vessels as necessary even though grant funding from the State will not completely cover the costs of abatement. The District will consider alternative methods of cost recovery if/when grants are not available.

OYSTER POINT MARINA PARK REVENUES

DESCRIPTION	PRIOR YEAR ACTUAL	FY 13-14 AMENDED BUDGET	FY 13-14 YEAR TO DATE THRU 3/31/14	FY 13-14 PROJECTED ANNUAL	FY 14-15 FINAL BUDGET
OPERATING REVENUE:					
Berth Fees	1,093,000	1,186,135	892,373	1,097,400	1,098,400
Dock Boxes	7,124	7,288	4,675	6,355	6,400
Launch Ramp Fees	16,994	15,151	14,143	17,843	17,850
Misc. Fees	17,488	19,453	13,015	19,152	19,200
Rents & Concessions	224,714	224,714	171,907	234,769	235,000
Event Fees	0	0	0	0	500
Commercial Activity Permits	1,889	500	3,367	3,500	3,200
Sales	0	1,904	1,726	1,904	1,900
Operational Grants					
State- DBAW - Abandoned Vessel	40,000	26,500	0	26,500	30,000
Reimbursements on Projects(Dock 11)	0	0	2,000,000	2,000,000	0
Federal - DBAW - Guest Dock	600,000	0	250,000	250,000	0
Total Operating Revenues	2,001,210	1,481,645	3,351,207	3,657,424	1,412,450
NON-OPERATING REVENUE:					
Reimbursements on Projects	0	0	0	0	0
Total Non-Operating Revenues	0	0	0	0	0

Oyster Point Marina/Park

Fiscal Year Ending June 30, 2015

1. Operating revenues for FY2014-15 are projected to decrease from FY2013-14. This projection is the net result of flat berth rentals and decreases in grant reimbursements. Grants in FY 2013-14 were \$640,000 compared to an estimated \$30,000 FY2014-15. This is due to the \$600,000 Wave Attenuator grant received in FY2013-14. In FY 2013-14 the District also received \$2 million dollars for reimbursement for Dock 11 from the City of South San Francisco.
2. For FY2014-15, berth revenues are projected to be \$1,098,400, as revenues are projected to remain flat due to a slow economic recovery.
3. Grant monies received from Division of Boating and Waterways Grant for Abandoned Vessel Abatement are not expected to fully cover the costs of abatement. Oyster Point will continue to remove and salvage abandoned vessels as necessary despite the lack of grant funding from the State. The District will consider alternative methods of cost recovery if/when grants are not available.

SAN MATEO COUNTY HARBOR DISTRICT
 FISCAL YEAR 2014-2015 FINAL BUDGET

ADMINISTRATION REVENUES

DESCRIPTION	PRIOR YEAR ACTUAL	FY 13-14 AMENDED BUDGET	FY 13-14 YEAR TO DATE THRU 3/31/14	FY 13-14 PROJECTED ANNUAL	FY 14-15 FINAL BUDGET
NON-OPERATING REVENUE:					
Taxes	5,109,749	3,805,783	3,599,937	4,307,517	5,050,000
Interest Income	96,248	101,200	36,229	71,500	66,200
Miscellaneous Revenues	30,531	1,000	96,180	97,100	1,100
Total Non-Operating Revenues	5,236,528	3,907,983	3,732,345	4,476,117	5,117,300

Administration

Fiscal Year Ending June 30, 2015

1. For FY2014-15, interest income is projected to be \$65 thousand. Interest income is expected to decrease based on estimated decline in cash reserves and continued low interest rates. Currently the interest rate is below 1.0%.
2. Property tax revenues are projected to be \$4.2 million. The FY2014-2015 property tax revenue estimate is an increase from current year projections. This estimate is based upon current trends in property values plus information received from the San Mateo County Assessor's Office. Excess "ERAF" (Educational Revenue Augmentation Fund) have not been included in the District's budget in the past but have been a consistent revenue source and this budget includes the expected ERAF revenue of \$800K. "RDA" (Redevelopment Agency) monies are not included in the property tax estimate as they are uncertain.

SAN MATEO COUNTY HARBOR DISTRICT

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



EXPENSES

COMBINED EXPENSES

DESCRIPTION	PRIOR YEAR ACTUAL	FY 13-14 AMENDED BUDGET	FY 13-14 YEAR TO DATE THRU 3/31/14	FY 13-14 PROJECTED ANNUAL	FY 14-15 FINAL BUDGET
SALARIES AND BENEFITS:					
Salaries and Wages Expense	2,175,750	2,290,370	1,724,811	2,335,829	2,448,350
Benefits Expense	839,164	1,466,249	1,126,573	1,500,148	1,734,547
Total Salary and Payroll Burden	3,014,914	3,756,619	2,851,383	3,835,977	4,182,897
OPERATING EXPENSES	2,189,537	3,791,423	1,879,276	3,202,092	3,425,650
NON-OPERATING EXPENSES	1,855,135	2,012,820	375,830	1,846,305	1,934,426
Total Expenses without Capital Outlay	7,059,587	9,560,861	5,106,490	8,884,374	9,542,974
CAPITAL PROJECTS	3,294,276	3,267,853	1,250,927	1,957,113	545,933
TOTAL EXPENSES	10,353,863	12,828,714	6,357,417	10,841,487	10,088,907

PILLAR POINT HARBOR EXPENSES

DESCRIPTION	PRIOR YEAR ACTUAL	FY 13-14 AMENDED BUDGET	FY 13-14 YEAR TO DATE THRU 3/31/14	FY 13-14 PROJECTED ANNUAL	FY 14-15 FINAL BUDGET
SALARIES AND BENEFITS:					
Salaries and Wages Expense:					
Base Salary and Wages	876,427	918,817	673,394	952,400	1,000,850
Overtime	12,664	11,000	10,470	13,000	16,500
Other Pay	0	10,000	18,588	0	15,000
Total Salaries and Wages	889,091	939,817	702,452	965,400	1,032,350
Benefits Expense:					
Pension Contributions	215,748	241,800	163,572	211,500	252,100
Health Insurance Costs - Current Employees	203,791	227,708	153,977	205,317	211,500
Worker's Compensation Insurance	73,900	83,924	53,135	76,995	79,300
Other Insurance - Current Employees	15,434	15,566	11,760	15,562	16,025
Insurance Costs - Retirees	26,999	27,100	27,516	23,401	24,150
Social Security and Taxes	11,465	13,673	10,637	13,998	14,969
Auto Allowance	2,875	6,150	3,350	4,400	8,400
Employment Assistance Program	1,246	1,300	935	1,300	1,300
Liability for Termination Benefit	(216,664)	30,485	211,520	225,779	185,125
Total Benefits	334,794	647,706	636,401	778,252	792,869

SAN MATEO COUNTY HARBOR DISTRICT
FISCAL YEAR 2014-2015 FINAL BUDGET

PILLAR POINT HARBOR EXPENSES

DESCRIPTION	PRIOR YEAR ACTUAL	FY 13-14 AMENDED BUDGET	FY 13-14 YEAR TO DATE THRU 3/31/14	FY 13-14 PROJECTED ANNUAL	FY 14-15 FINAL BUDGET
OPERATING EXPENSES:					
Advertising	18,290	10,000	5,900	9,000	9,000
Bad Debt Expense	54,643	35,500	0	65,000	65,000
Communications	23,143	22,600	19,189	22,600	22,600
Wifi Services	0	0	0	0	9,600
Computer Hardware and Software	5,525	11,750	2,133	11,750	11,750
Postage	6,339	9,550	5,055	7,800	8,100
Meetings/Travel/ Training	6,125	6,500	1,168	3,800	6,300
Auto Mileage Reimbursement	418	1,122	143	500	500
Memberships/ Dues/ Subscriptions	60	200	138	200	200
Recruitment and Personnel Tests	15	2,000	47	1,085	2,000
Property & Casualty Insurance	122,627	134,890	111,749	134,890	135,000
Fuel	13,041	15,432	8,326	11,500	12,500
Operating Supplies	78,752	79,077	45,436	71,112	84,600
Office Supplies	9,585	12,024	7,104	12,024	12,000
Office Equipment	0	0	0	0	22,000
Uniform Expenses	10,528	13,286	7,069	10,000	12,500
Special Events Expense	3,885	3,600	5,727	6,500	6,500
Legal Services	42,192	50,000	7,247	18,000	20,000
Contractual Services-IT	16,867	17,300	9,396	17,300	18,500
Contractual Services-Professional	0	91,505	0	81,200	71,505
Outside Contractual Services	37,828	131,472	46,546	63,900	111,350
Bank & Credit Card Fees	14,320	20,782	11,829	16,040	16,400
Repair and Maintenance	139,298	687,044	231,078	554,000	276,000
Garbage Collections	70,349	153,750	99,401	153,750	154,300
Trash Compactor	0	56,062	54,678	54,678	0
Harbor/ Marina Public Access	0	35,000	0	35,000	0
Harbor/ Marina Equipment	9,800	147,800	54,259	100,000	25,300
Vessel Destruction	10,600	40,000	6,573	40,000	50,000
Water and Electrical Utility Expenses	156,573	164,003	145,289	163,261	168,000
Total Operating Expenses	850,803	1,952,249	885,477	1,664,890	1,331,505
NON-OPERATING EXPENSES:					
Depreciation Expense	552,723	818,000	0	644,161	603,178
Interest Expense - DBAW Loan	203,946	192,570	183,257	183,257	168,627
Total Non-Operating Expenses	756,669	1,010,570	183,257	827,418	771,805

PILLAR POINT HARBOR EXPENSES

DESCRIPTION	PRIOR YEAR ACTUAL	FY 13-14 AMENDED BUDGET	FY 13-14 YEAR TO DATE THRU 3/31/14	FY 13-14 PROJECTED ANNUAL	FY 14-15 FINAL BUDGET
CAPITAL PROJECTS:					
Rip Rap Repair - Fishing Pier					
Carry Over Money	8,921	157,558	0	0	0
2014-15 Budget Appropriation	0	0	0	0	0
Pump Out Station					
Carry Over Money	23,043	0	0	0	0
2014-15 Budget Appropriation	0	0	0	0	0
Johnson Pier Utilities, Deck					
Carry Over Money	0	0	0	0	0
2014-15 Budget Appropriation	1,086,393	93,188	92,044	92,044	0
West Trail - Fix Erosion					
Carry Over Money	0	0	0	0	355,933
2014-15 Budget Appropriation	8,817	355,933	0	355,933	0
Multi-Purpose Building					
Carry Over Money	0	7,900	7,600	7,600	0
2014-15 Budget Appropriation	0	0	0	0	0
Restrooms - West Basin					
Carry Over Money	13,552	123,485	116,240	116,240	0
2014-15 Budget Appropriation	0	0	0	0	0
Add'l 71 Berths, Bulkhead					
Carry Over Money	46,837	144,353	15,994	15,994	0
2014-15 Budget Appropriation	0	0	0	0	0
North HMB Shoreline (Surfers Beach)					
Carry Over Money	63,371	100,126	1,159	1,159	0
2014-15 Budget Appropriation	0	0	0	0	0
Pay Station Parking PPH					
Carry Over Money	0	0	0	0	0
2014-15 Budget Appropriation	0	0	0	0	50,000
Dredge Launch Ramp					
Carry Over Money	41,612	312,317	322,917	322,917	0
2014-15 Budget Appropriation	0	0	0	0	0
Launch Ramp Slurry Seal					
Carry Over Money	38,123	0	0	0	0
2014-15 Budget Appropriation	0	0	0	0	0

PILLAR POINT HARBOR EXPENSES

DESCRIPTION	PRIOR YEAR ACTUAL	FY 13-14 AMENDED BUDGET	FY 13-14 YEAR TO DATE THRU 3/31/14	FY 13-14 PROJECTED ANNUAL	FY 14-15 FINAL BUDGET
CAPITAL PROJECTS:					
Harbor Office Remodel					
Carry Over Money	0	0	0	0	0
2014-15 Budget Appropriation	0	150,000	0	0	0
Recreational Docks Repairs					
Carry Over Money	0	0	0	0	0
2014-15 Budget Appropriation	11,037	161,560	16,373	161,560	0
Tenant Sewer Project					
Carry Over Money	24,510	250,333	177,190	209,333	0
2014-15 Budget Appropriation	0	0	0	0	0
Mooring Replacements					
Carry Over Money	0	0	0	0	0
2014-15 Budget Appropriation	0	20,000	9,950	0	20,000
Restrooms - Launch Ramp (Design)					
Carry Over Money	0	0	0	0	0
2014-15 Budget Appropriation	0	0	0	0	25,000
Fisherman Gear Storage					
Carry Over Money	0	0	0	0	0
2014-15 Budget Appropriation	0	8,500	0	7,600	0
ADA Curb Cuts					
Carry Over Money	0	0	0	0	0
2014-15 Budget Appropriation	0	0	7,600	0	0

SAN MATEO COUNTY HARBOR DISTRICT
FISCAL YEAR 2014-2015 FINAL BUDGET

PILLAR POINT HARBOR EXPENSES

DESCRIPTION	PRIOR YEAR ACTUAL	FY 13-14 AMENDED BUDGET	FY 13-14 YEAR TO DATE THRU 3/31/14	FY 13-14 PROJECTED ANNUAL	FY 14-15 FINAL BUDGET
CAPITAL PROJECTS:					
Dock Fingers					
Carry Over Money	0	580,536	9,670	9,670	0
2014-15 Budget Appropriation	0	0	0	0	0
Removal of Romeo Pier					
Carry Over Money	0	0	0	0	0
2014-15 Budget Appropriation	0	61,200	0	61,200	0
Inner Harbor Dredging					
Carry Over Money	0	0	0	0	0
2014-15 Budget Appropriation	0	0	0	0	70,000
Total Capital Projects	1,366,216	2,526,991	776,737	1,361,251	520,933
TOTAL EXPENSES	4,197,573	7,077,333	3,184,324	5,597,211	4,449,462

Pillar Point Harbor

Fiscal Year Ending June 30, 2015

1. For FY2014-15, the Pillar Point Harbor budget for salaries and payroll related burden is expected to increase by approximately \$63 thousand over FY2013-14 projections not including Termination Benefit expense (see #2). This is due to a 2.5% merit increase for represented employees along with a cost of living adjustment. Management does not receive the 2.5% merit increase but does receive the cost of living adjustment. The cost of living adjustment, based on the December 31, 2013 Labor CPI for San Francisco-Oakland-San Jose, is 2.6%.
2. The budget includes annual Termination Benefit expense of \$185,125 based on the estimated accrued liability for employees who have worked 12 years or more for the District and have been hired prior to July 1, 2009. This benefit expires as follows (example: Employee works 15 years and leaves District. The employee is entitled to 7.5 years of health benefits only.)
3. The FY2014-15 budget for other operating expenses are \$381,385 less than FY2013-14 projected expenses. FY2013-14 had several deferred repairs and maintenance projects that needed to be addressed. FY2014-15 repairs and maintenance projects focus on safety and immediately needed repairs.
4. Interest payments to the Division of Boating and Waterways (DBAW) have been included in this budget at \$169 thousand as set in the Loan Agreement with the DBAW.
5. Capital expenditures in the FY2014-15 budget total \$ 520,933, of which \$355,933 are carryover funds. Current projects include design for the Launch Ramp restrooms, , Dredging for the inner harbor, Mooring replacements, and Paid parking.

OYSTER POINT MARINA PARK EXPENSES

DESCRIPTION	PRIOR YEAR ACTUAL	FY 13-14 AMENDED BUDGET	FY 13-14 YEAR TO DATE THRU 3/31/14	FY 13-14 PROJECTED ANNUAL	FY 14-15 FINAL BUDGET
SALARIES AND BENEFITS:					
Salaries and Wages Expense:					
Base Salary and Wages	629,249	647,401	491,386	647,801	691,300
Overtime	6,401	7,000	5,728	6,628	7,000
Other Pay	0	25,000	29,177	25,000	20,000
Total Salaries and Wages	635,651	679,401	526,292	679,429	718,300
Benefits Expense:					
Pension Contributions	180,617	174,979	114,636	181,583	189,000
Health Insurance Costs - Current Employees	153,214	154,620	103,106	139,177	145,354
Worker's Compensation Insurance	53,094	58,174	40,827	53,082	55,000
Other Insurance - Current Employees	11,063	11,062	8,823	11,062	11,400
Insurance Costs - Retirees	24,429	20,111	22,656	33,644	35,700
Social Security and Taxes	9,450	9,478	7,679	9,852	10,200
Auto Allowance	2,875	6,150	3,350	6,150	8,400
Employment Assistance Program	1,030	1,100	772	1,030	1,100
Liability for Termination Benefit	(253,170)	25,891	18,902	10,785	136,168
Total Benefits	182,600	461,565	320,751	446,364	592,322

OYSTER POINT MARINA PARK EXPENSES

DESCRIPTION	PRIOR YEAR ACTUAL	FY 13-14 AMENDED BUDGET	FY 13-14 YEAR TO DATE THRU 3/31/14	FY 13-14 PROJECTED ANNUAL	FY 14-15 FINAL BUDGET
OPERATING EXPENSES:					
Advertising	12,178	10,000	4,635	5,735	8,000
Bad Debt Expense	51,122	38,500	0	65,000	65,000
Communications	13,551	14,000	10,846	12,800	12,800
Wifi Expense	0	0	0	0	8,000
Computer Hardware and Software	1,937	4,750	3,295	4,750	5,000
Postage	2,207	3,220	1,886	3,891	4,000
Meetings/Travel/ Training	6,154	6,000	741	1,450	6,300
Auto Mileage Reimbursement	224	204	117	250	400
Memberships/ Dues/ Subscriptions	0	200	138	200	200
Personnel Tests	15	1,100	190	500	1,100
Property & Casualty Insurance	122,627	134,970	111,749	122,700	134,970
Fuel	6,043	7,154	4,010	5,900	6,800
Operating Supplies	14,954	56,356	33,541	42,200	31,500
Office Supplies	6,146	4,241	3,920	6,000	7,000
Uniform Expenses	7,049	8,240	5,780	7,800	8,000
Special Events Expense	1,363	4,000	1,583	6,500	6,500
Legal Services	11,760	18,000	2,611	5,000	10,000
Contractual Services-IT	7,485	10,400	10,333	12,500	13,000
Contractual Services-Professional	4,157	96,411	3,231	24,400	76,305
Outside Contractual Services	89,961	156,415	79,932	111,150	109,750
Claims Settlements	2,675	0	0	0	0
Bank & Credit Card Fees	14,687	27,750	11,403	18,700	22,250
Office Space and Equipment Rentals	3,057	3,800	2,871	3,800	4,200
Repair and Maintenance	62,311	141,294	26,853	119,000	111,500
Garbage Collections	20,995	26,775	17,422	25,500	26,500
Harbor/ Marina Public Access	0	20,000	0	30,000	0
Harbor/ Marina Equipment	1,838	56,000	1,900	51,000	5,000
Vessel Destruction	60,330	40,000	320	26,500	50,000
Water and Electrical Utility Expenses	93,065	117,551	62,052	117,551	128,300
Total Operating Expenses	617,891	1,007,331	401,359	830,777	862,375
NON-OPERATING EXPENSES:					
Depreciation Expense	895,928	818,000	0	818,000	988,195
Interest Expense - DBAW Loan	194,225	183,250	192,573	192,573	160,470
Total Non-Operating Expenses	1,090,153	1,001,250	192,573	1,010,573	1,148,665

OYSTER POINT MARINA PARK EXPENSES

DESCRIPTION	PRIOR YEAR ACTUAL	FY 13-14 AMENDED BUDGET	FY 13-14 YEAR TO DATE THRU 3/31/14	FY 13-14 PROJECTED ANNUAL	FY 14-15 FINAL BUDGET
CAPITAL PROJECTS:					
Electrical Pedestals					
Carry Over Money	39,534	0	0	0	0
2013-14 Budget Appropriation	0	0	0	0	0
Launch Ramp Slurry Seal					
Carry Over Money	35,184	0	0	0	0
2013-14 Budget Appropriation	0	0	0	0	0
Replacement of Dock 11					
Carry Over Money	1,230,225	217,319	170,966	217,319	0
2013-14 Budget Appropriation	0	0	0	0	0
Replacement of Guest Dock					
Carry Over Money	415,763	58,216	48,424	58,216	0
2013-14 Budget Appropriation	0	0	0	0	0
East Basin Restroom Renovation					
Carry Over Money	207,355	305,327	251,123	305,327	0
2013-14 Budget Appropriation	0	0	0	0	0
West Restroom Renovation					
Carry Over Money	0	0	0	0	0
2013-14 Budget Appropriation	0	110,000	3,677	0	0
Correct Flooding Issues					
Carry Over Money	0	0	0	0	0
2013-14 Budget Appropriation	0	25,000	0	0	25,000
Laundry Remodel (Drakes)					
Carry Over Money	0	0	0	0	0
2013-14 Budget Appropriation	0	10,000	0	0	0
Electrical Pad for Kayak					
Carry Over Money	0	0	0	0	0
2013-14 Budget Appropriation	0	15,000	0	15,000	0
Total Capital Projects	1,928,060	740,862	474,190	595,862	25,000
TOTAL EXPENSES	4,454,355	3,890,409	1,915,164	3,563,006	3,346,662

Oyster Point Marina/Park

Fiscal Year Ending June 30, 2015

1. For FY2014-15, the Oyster Point Marina budget for salaries and payroll related burden is expected to increase by approximately \$25 thousand over FY2013-14 projections not including OPEB expense (see #2). This is due to a 2.5% merit increase for represented employees along with a cost of living adjustment. Management does not receive the 2.5% merit increase but does receive the cost of living adjustment. The cost of living adjustment, based on the December 31, 2013 Labor CPI for San Francisco-Oakland-San Jose, is 2.6%.
2. The budget includes annual Termination Benefit expense of \$136,168 based on the estimated accrued liability for employees who have worked 12 years or more for the District and have been hired prior to July 1, 2009. This benefit expires as follows (example: Employee works 15 years and leaves District. The employee is entitled to 7.5 years of health benefits only.)
3. Interest payments to the Division of Boating and Waterways (DBAW) have been included in this budget at \$160,470 thousand as set in the Loan Agreement with the DBAW.
4. Several capital projects were completed in FY2013-14 and therefore there are no new capital projects this budget year.

SAN MATEO COUNTY HARBOR DISTRICT
FISCAL YEAR 2014-2015 FINAL BUDGET

ADMINISTRATION EXPENSES

DESCRIPTION	PRIOR YEAR ACTUAL	FY 13-14 AMENDED BUDGET	FY 13-14 YEAR TO DATE THRU 3/31/14	FY 13-14 PROJECTED ANNUAL	FY 14-15 FINAL BUDGET
SALARIES AND BENEFITS:					
Salaries and Wages Expense:					
Base Salary and Wages	612,531	631,152	464,649	650,000	656,200
Overtime	3,077	4,000	4,418	5,000	5,500
Total Salaries and Wages	615,609	635,152	469,067	655,000	661,700
Benefits Expense:					
Pension Contributions	161,111	163,177	94,754	142,000	154,200
Health Insurance Costs - Current Employees	98,713	100,164	68,249	97,185	94,000
Worker's Compensation Insurance	5,918	4,637	2,878	4,650	4,800
Other Insurance - Current Employees	9,731	9,781	6,491	9,781	10,100
Social Security and Taxes	9,011	9,210	9,552	9,498	9,595
Auto Allowance	8,050	8,400	6,300	8,400	8,400
Employment Assistance Program	650	650	488	650	670
Liability for Termination Benefit	6,872	10,267	(1,477)	9,149	10,300
Total Benefits	300,056	306,285	187,234	281,313	292,064

SAN MATEO COUNTY HARBOR DISTRICT
FISCAL YEAR 2014-2015 FINAL BUDGET

ADMINISTRATION EXPENSES

DESCRIPTION	PRIOR YEAR ACTUAL	FY 13-14 AMENDED BUDGET	FY 13-14 YEAR TO DATE THRU 3/31/14	FY 13-14 PROJECTED ANNUAL	FY 14-15 FINAL BUDGET
OPERATING EXPENSES:					
Advertising	2,651	2,500	1,899	2,500	2,500
Communications	9,911	12,500	8,192	10,800	12,500
Computer Hardware and Software	12,980	10,500	1,668	10,500	9,000
Postage	6,319	6,500	4,422	6,500	6,500
Meetings/Travel/ Training	6,344	8,500	1,635	3,500	6,500
Auto Mileage Reimbursement	952	2,000	826	1,500	1,500
Memberships/ Dues/ Subscriptions	14,834	15,000	12,586	15,000	15,000
Recruitment and Personnel Tests	0	2,500	1,169	2,500	2,500
Office Supplies	13,307	12,100	13,236	15,100	16,100
Office Equipment	0	0	0	0	15,000
Legal Services	43,771	50,000	36,449	50,000	50,000
Contractual Services-IT	15,026	15,400	24,585	28,000	21,000
Contractual Services-Professional	0	91,505	0	20,000	71,505
Outside Contractual Services	34,296	28,150	33,172	32,150	33,150
Bank & Credit Card Fees	634	4,000	370	750	750
Office Space and Equipment Rentals	90,812	99,000	79,813	99,000	101,970
LAFCO Fees	6,755	8,700	5,516	5,516	7,500
Property Tax Admin. Fee	30,504	29,000	22,572	28,322	29,000
Total Operating Expenses	289,096	397,855	248,108	331,638	401,975
NON-OPERATING EXPENSES:					
Depreciation Expense	8,314	1,000	0	8,314	13,956
Total Non-Operating Expenses	8,314	1,000	0	8,314	13,956
TOTAL EXPENSES	1,213,074	1,340,292	904,410	1,276,265	1,369,695

Administration

Fiscal Year Ending June 30, 2015

1. For FY2014-15, the Administration budget for salaries and payroll burden is \$17 thousand higher than FY2013-14 projections. This is due to a 2.5% merit increase for represented employees along with a cost of living adjustment. Management does not receive the 2.5% merit increase but does receive the cost of living adjustment. The cost of living adjustment, based on the December 31, 2013 Labor CPI for San Francisco-Oakland-San Jose, is 2.6%.
2. The budget includes annual Termination Benefit expense of \$10,300 based on the estimated accrued liability for employees who have worked 12 years or more for the District and have been hired prior to July 1, 2009. This benefit expires as follows (example: Employee works 15 years and leaves District. The employee is entitled to 7.5 years of health benefits only.)
3. Other operating expenses are budgeted to increase \$70 thousand over the FY2013-14 projections mostly due to the Strategic Plan expense. The budget for FY2014-15 is consistent with prior year actuals and include funds for new office equipment. Office rent is projected to increase by 3%.

HARBOR COMMISSION EXPENSES

DESCRIPTION	PRIOR YEAR ACTUAL	FY 13-14 AMENDED BUDGET	FY 13-14 YEAR TO DATE THRU 3/31/14	FY 13-14 PROJECTED ANNUAL	FY 14-15 FINAL BUDGET
SALARIES AND BENEFITS:					
Salaries and Wages Expense:					
Base Salary and Wages	35,400	36,000	27,000	36,000	36,000
Total Salaries and Wages	35,400	36,000	27,000	36,000	36,000
Benefits Expense:					
Pension Contributions	0	0	0	0	0
Health Insurance Costs - Current Employees	37,158	46,365	33,084	44,112	52,900
Worker's Compensation Insurance	1,813	248	170	350	400
Other Insurance - Current Employees	196	408	257	304	320
Insurance Costs - Retirees	19,656	19,656	14,742	19,656	20,300
Social Security and Taxes	3,075	3,122	2,341	3,122	3,122
Employment Assistance Program	542	550	406	542	550
Liability for Termination Benefit	(40,727)	(19,656)	(68,812)	(73,867)	(20,300)
Total Benefits	21,713	50,693	(17,813)	(5,781)	57,292
OPERATING EXPENSES:					
Advertising	7,935	17,000	16,541	17,000	32,500
Election Expense	376,975	188,487	188,487	188,487	650,000
Postage	132	250	12	250	250
Meetings/Travel/ Training	7,010	10,600	3,211	3,100	3,500
Auto Mileage Reimbursement	114	400	0	200	200
Memberships/ Dues/ Subscriptions	0	0	433	0	0
Property & Casualty Insurance	14,456	15,950	14,456	15,950	17,545
Office Supplies	999	1,500	1,094	1,500	1,700
Legal Services	16,487	186,000	110,816	130,000	110,000
Contractual Services-IT	3,188	4,000	7,309	8,500	4,000
Contractual Services-Professional	0	0	0	0	0
Outside Contractual Services	1,196	5,300	1,467	5,300	5,300
Employee Appreciation Dinner	3,257	4,500	507	4,500	4,800
Total Operating Expenses	431,748	433,987	344,332	374,787	829,795
TOTAL EXPENSES	488,860	520,680	353,519	405,006	923,087

Harbor Commission

Fiscal Year Ending June 30, 2015

1. For FY2014-15, the Commission budget for salaries and payroll burden is \$89 thousand versus \$105 thousand projected for FY2013-14, due to a decrease in termination benefits. Only one Commissioner became eligible for the termination benefit during her term. No other Commissioners are eligible for this benefit.
2. Total Commission budget for FY2014-15 is \$ 829,795 thousand compared with \$-374,787 thousand projected for FY2013-14. The FY2014-15 budget and FY2013-14 projections are approximately \$455,008 higher than prior year actual amounts due to the cost of the 2014 election and increased legal service fees.

SAN MATEO COUNTY HARBOR DISTRICT

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



CAPITAL IMPROVEMENT PROJECTS

Capital Improvement Projects

	<u>Budgeted Projects</u>	<u>Estimated Carryover</u>	<u>Combined Projects</u>
Oyster Point Marina:			
Correct Flooding Issues	25,000	-	25,000
Total Oyster Point Marina	25,000	-	25,000
Pillar Point Harbor:			
Mooring Replacements	20,000	-	20,000
Paid Parking	50,000	-	50,000
Launch Ramp Restroom Design	25,000	-	25,000
Inner Harbor Dredging	70,000	-	70,000
Rip Rap Repair - Fishing Pier	-	-	-
West Trail - Fix Erosion	-	355,933	355,933
Total Pillar Point Harbor	165,000	355,933	520,933
TOTAL DISTRICT	190,000	355,933	545,933

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 15-14
of the
San Mateo County Harbor District
to
Adopt the Rates and Fees Schedule
for
Pillar Point Harbor
for
Fiscal Year 2014-15

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 2014-2015 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 2014-2015 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 2014-15.

Approved this 21st day of May, 2014 at a regular meeting of the Board of Harbor Commissioners by a recorded vote as follows:

For: Bernardo, Holsinger, Tucker

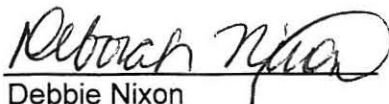
Against: Brennan

Absent: None

Abstaining: None


Recusal: Parravano

Attested



Debbie Nixon
Deputy Secretary

BOARD OF HARBOR COMMISSIONERS



Robert Bernardo
President

Exhibit A

San Mateo County Harbor District

Pillar Point Harbor Rates and Fees Schedule

Effective: July 1, 2014 – June 30, 2015

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		
Berthing – Monthly Rates 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.	Berth Size	Dock D-H	Dock 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
	* and watercraft 16' and under 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.		
Berthing – Discount	1 Month free with 1 year paid in advance Berth Discount for Full Time Commercial and Sport fishing Vessels (applies to monthly and transient):15%. Not retroactive and requires annual application.		

Exhibit A

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

Effective: July 1, 2014 – June 30, 2015

Service	Pillar Point Harbor
Berthing – Long term Transient (guarantee of 2 weeks minimum and maximum of 90 days – (with live aboard privileges)-greater than 90 requires Harbor Master pre-approval	\$0.75 per foot of boat per day – multi-hulled rate is 150%.
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

Exhibit A

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

Effective: July 1, 2014 – June 30, 2015

Service	Pillar Point Harbor
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. If pallets used NO REFUND of deposit.
Credit Check	District cost – not to exceed \$50.00 per name
Day Use Parking	As designated at specific locations
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

Exhibit A

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

Effective: July 1, 2014 – June 30, 2015

Service	Pillar Point Harbor
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	\$13.00 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 \$350.00 security deposit <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 - Audio Recording 	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

Exhibit A

San Mateo County Harbor District

Pillar Point Harbor Rates and Fees Schedule

Effective: July 1, 2014 – June 30, 2015

Service	Pillar Point Harbor
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 –\$105.00 per month minimum with signed agreement Transient: \$10.50 per day
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
Oil Absorbent Pads (Heavy Weight)	Free – limit of six (excluding emergencies)
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)	\$45/ day or \$450/ month All RV's must be self-contained

Exhibit A

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

Effective: July 1, 2014 – June 30, 2015

Service	Pillar Point Harbor
Recreational Vehicle Parking (only for Recreational Fishermen)	\$45/ day includes launch ramp fee for recreational fishermen. All RV's must be self-contained
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.
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 15-14
of the
San Mateo County Harbor District
to
Adopt the Rates and Fees Schedule
for
Pillar Point Harbor
for
Fiscal Year 2014-15

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 2014-2015 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 2014-2015 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 2014-15.

Approved this 21st day of May, 2014 at a regular meeting of the Board of Harbor Commissioners by a recorded vote as follows:

For: Bernardo, Holsinger, Tucker

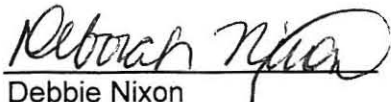
Against: Brennan

Absent: None

Abstaining: None

Recusal: Parravano

Attested



Debbie Nixon
Deputy Secretary

BOARD OF HARBOR COMMISSIONERS



Robert Bernardo
President

Exhibit A

San Mateo County Harbor District

Oyster Point Marina Park Rates and Fees Schedule

Effective: July 1, 2014 – June 30, 2015

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		
Berthing – Monthly Rates 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.	Berth Size	Single Finger	Double Finger
	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
	Skiffs*	52.50	78.75
	*and watercraft 16' and under 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.		
Berthing – Discount	1 Month free with 1 year paid in advance		
Berthing – Long term Transient (guarantee of 2 weeks minimum and maximum of 90 days – (with live aboard privileges)-greater than 90 days requires Harbor Master approval	\$.60 per foot per day – multi-hulled rate is 150%		
Berthing – Short Term Transient (less than 2 weeks – with live aboard privileges)	\$0.80 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, 2014 – June 30, 2015

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, 2014 – June 30, 2015

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 \$350.00 security deposit <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.

Exhibit A

San Mateo County Harbor District

Oyster Point Marina Park Rates and Fees Schedule

Effective: July 1, 2014 – June 30, 2015

Mailed Notices, including: <ul style="list-style-type: none"> - Postage - Individual notices - Agendas - Minutes - Audio Recording 	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	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
Oil Absorbent Pads (Heavy Weight)	Free – limit of six (excluding emergencies)
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. Compact Disc (CD) – \$1.00 per document
Plaque on Existing Bench	General public - \$500.00 5-year berth holders or fishers taken by the sea – optional donation

Exhibit A

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

Effective: July 1, 2014 – June 30, 2015

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.
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 18-14

to
Adopt the Final Fiscal Year 2014-2015
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 2014-2015 on June 18, 2014 and

Whereas, said Board set 6:00 p.m., June 18, 2014 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 7, 2014, 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 2014-15 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 2014-15 of \$10,088,907 as set forth in Exhibit A, attached hereto and by reference incorporated herein, be adopted for Fiscal Year 2014-15.

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 18th day of June, 2014 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

Robert Bernardo
President