



TO: Port Commission
FROM: Marian Olin, Port Director
DATE: February 4, 2021
SUBJECT: Review of Draft FY22 Budget and 5-Year Capital Improvement Program

- Recommendation:** *Discuss the proposed FY22 draft budget and capital improvement program, and:*
- 1. Review and approve contributions to the Reserve Fund, Election Fund, Capital Improvement Fund and Dredge Intermediate Fund; and,*
 - 2. Provide direction to staff on proposed projects to include in the FY22 Capital Improvement Program (CIP); and*
 - 3. Provide direction to staff on any other fee increase(s), and other revisions to incorporate into the final budget for presentation on February 23, 2021.*

BACKGROUND

The FY22 draft budget report (Attachment A) is presented concurrently with the proposed 5-Year Capital Improvement Plan (CIP). The CIP is incorporated into the draft budget document as Appendix D.

Each year, staff presents a balanced budget, giving the Commission the ability to deliberate reserve funding, projects, capital outlay and consider fee increases and the projected debt service ratio. The draft FY22 budget nominally meets the required debt service ratio of 1 25%, though a projected surplus of \$291,316 was achieved by reducing contributions to the Capital Improvement Program ("CIP") and Dredge Intermediate Fund ("DIF").

The FY22 draft budget was prepared against the backdrop of the Coronavirus pandemic ("COVID-19") which has negatively impacted FY21 revenue categories including concession, parking, and RV. In FY21, revenue losses were offset by conservative revenue projections and stronger than expected performance in slip rent, as north harbor dredging increased occupancy, and visitor service categories such as launch and visitor berthing. Additionally, in April 2020, the Commission took action to offset pandemic-related revenue losses by reducing labor and expenditures across all budgetary programs, negating the possibility of having to tap into limited reserve funding.

The FY22 draft budget has been further stressed by loss of U.S. Army Corps of Engineers' ("USACE") work plan funding for federal fiscal year 2021. The annual dredging reimbursement received from USACE is calculated based on average annual expenditures associated with dredging the federal entrance channel. As a result, the annual reimbursement level increased in 2020, from \$385,000 to \$525,000 for the final 5 years of the Agreement between the Port District

and USACE, though the increased amount has not been included in the Port District's annual budgets. Though staff will work with Congressman Panetta and the Port District's Washington, DC advocate Julie Minerva of Carpi Clay to secure reimbursement, staff does not recommend including USACE's reimbursement in this or future budgets to avoid unexpected funding shortfalls.

The FY22 draft budget anticipates continued strength in slip rent revenue and visitor services such as launch and visitor berthing. Visitor berthing revenue has outperformed expected revenues over several budget cycles and launch revenue has continued to exceed budget expectations since FY19. This uptick in boating activity is expected to continue in FY22. The FY22 budget anticipates a return to pre-pandemic parking and RV revenue but takes a conservative approach to concession rents to allow time for the restaurant industry to recover.

ANALYSIS

Reserve Policy

The Port District's Reserve Policy identifies the target amount to be held in reserve as 25% of the District's annual operating expenses in the current fiscal year's adopted budget. In FY19, the Port District first met its reserve funding goal of 25% of annual operating expenses. In April 2020, in response to COVID-19, the FY21 budgeted reserve contribution of \$127,410 was eliminated. To continue to meet reserve funding goals, the draft FY22 budget includes a proposed contribution in the amount of \$76,139, bringing the Reserve Fund balance to approximately \$1,964,831.

As part of adoption of the Reserve Policy, other goals were confirmed and put into practice, including:

Election Fund: The account is managed to keep a balance of \$200,000. Due to nominal election costs incurred in FY21, a contribution of \$175 is proposed to fully fund this account.

CIP Fund: The annual funding goal was initially set at \$500,000 and in February 2020, was increased to \$750,000, if practicable. As a result, the FY21 CIP contribution was increased from \$500,000 to \$590,000, though in April 2020, in response to COVID-19, the CIP funding contribution was eliminated. The draft budget proposes a lower contribution in FY22 totaling \$340,600 (see "Capital Improvement Program" below).

Capital Improvement Program (CIP)

Appendix D includes the proposed 5-year Capital Improvement Plan (CIP) and the projected CIP fund balance.

The draft FY22 budget proposes new funding in the amount of \$340,600 for the CIP, which is less than identified funding goals. In addition, the draft budget proposes to reallocate existing CIP project funding as follows:

- Pavement Repairs (F006) – Increase funding \$65,000 from the following sources:
 - Pappy Park (F032)– Close out project and allocate remaining funding of \$88
 - Boatyard Marine Ways Inspection / Upgrades (F035) – Close out project and allocate remaining funding of approximately \$721
 - Dredge Yard Hazmat Shed (F037) – Close out project and allocate remaining funding of \$4,735
 - Harborwide Sign Study (F038) – Close out project and allocate remaining funding of \$4,283
 - Unallocated CIP (F099) – Allocate \$55,173 in funding

As of March 31, 2021, the balance of the Unallocated CIP Reserve Fund (F099) is projected to be \$319,466.

One new project is proposed for funding in FY22, to assess embankment erosion adjacent to the crane pad on the east access road (\$15,000).

Descriptions of the projects previously funded and proposed for funding are included in the 5-Year Capital Improvement Plan. As of April 1, 2021, the total projected balance of the CIP is approximately \$1,753,772.

Dredging Equipment – Dredge Intermediate Fund

A proposed contribution of \$172,762 to the DIF supplements funding projected to remain at the end of FY21 bringing the total balance to approximately \$208,000. Planned maintenance and replacements for FY22 are listed in the draft budget report under “Dredging Equipment.” The plan includes spare parts, replacement of the Lincoln welder / generator and a replacement standby generator for *Twin Lakes*, repair of *Dauntless’* A-frame and funding for acquisition of dredge hoses, beach valves and hydraulics.

Due to COVID-19, \$230,000 in funding was eliminated from the DIF in FY21, delaying acquisition of a barge to increase utility of the Toyo submersible pump for inner-harbor dredging operations and reduced funding for acquisition of dredge pipes.

In response to the anticipated shortfall in USACE work plan funding discussed above, and in an effort to provide surplus funding in the draft FY22 budget, a trailer for transport of the new pipe fusion machine was eliminated from the DIF (\$8,200), as well as a \$75,000 partial set aside for future haul of *Twin Lakes*.

A complete listing of unfunded DIF items is included in the draft budget.

Staffing

Due to COVID-19, full-time equivalent (“FTE”) staffing was reduced by 1 in FY21, reducing the total FTE personnel count to 28. The FTE count does not include part-time / temporary / seasonal personnel or provisional personnel (unrepresented employees), though staffing levels also decreased for this group.

Due to COVID-19, the dredge crew, represented by Operating Engineers Local No. 3 (OE3), and the Harbor Employees’ Association (HEA), entered into one-year side letters with the Port District extending labor contracts through December 31, 2021, with no increase to established salaries or change to benefits.

Renegotiation of both labor contracts will commence later this calendar year.

Operating Budget

Notable changes between the FY21 adopted budget and the FY22 proposed budget are discussed below.

Personnel Costs

Total personnel costs are projected to increase in FY22 by <1%. The increase is primarily due to an adjustment in budgeting for medical expense, increased CalPERS’ pension costs, and workers’ compensation premium costs. Increased costs in FY22 are largely offset by the reduction in FTE and unrepresented staffing levels due to COVID-19, though the FY22 budget reinstates some part-time staffing for the water taxi and additional support for Operations.

Table 1 on the following page is excerpted from the budget document. Personnel costs in FY21 are projected to be 8.5% underbudget due to COVID-19-related staffing reductions. In FY22, labor distribution across budgetary programs has been modified somewhat based on assumptions about where efforts will be focused.

Table 1 – Salary and Benefit Costs

DEPARTMENT/SERVICE	FY20 SALARIES & BENEFITS BUDGET	FY21 SALARIES & BENEFITS BUDGET	FY21 SALARIES & BENEFITS PROJECTED	FY22 SALARIES & BENEFITS BUDGET	FY 21 TO FY22 CHANGE
Administrative Services	668,051	705,504	702,666	731,170	+ 25,666
Operations	1,395,112	1,471,177	1,261,022	1,424,232	- 46,945
Boatyard	207,989	211,563	213,399	236,136	+ 24,573
Facilities Maintenance and Engineering	706,820	729,278	662,653	723,795	- 5,483
Dredging Operations	812,653	865,738	832,449	890,751	+ 25,013
TOTALS	3,790,625	3,983,260	3,672,189	4,006,084	+ 22,824 (+ <1%)

CalPERS' employer costs are projected to increase approximately \$46,000 over FY21 rates, from approximately \$560,000 budgeted in FY21, to approximately \$605,500 budgeted in FY22.

Salaries and benefits in the FY22 draft budget represent approximately 44% of anticipated District expenditures which total \$9,141,597. This is a shift from the FY21 budget in which Personnel Services represented approximately 42% of anticipated expenditures. This increase in the proportion of the budget dedicated to Personnel Services is due to the anticipated loss of \$385,000 in dredging reimbursement from the USACE in 2021, as cuts were made to Services and Supplies to balance the budget.

Budget Program Costs

The proposed FY22 Services and Supplies budget is approximately 6% lower than the FY21 budget.

Program cost roll-ups excerpted from the budget follow.

Expenditures by Department and Program

Department and Program	FY 20 Actual	FY 21 Budget	FY 21 Projected	FY 22 Proposed
100 Administrative Services Department				
110 Administration	\$ 760,316	\$ 778,728	\$ 786,225	\$ 764,483
120 Finance & Purchasing	181,208	207,570	185,236	209,575
130 Property Management	480,408	538,859	517,755	546,648
140 Environmental & Permitting	174,317	195,610	152,250	195,175
190 Port Commission Support	52,156	80,350	47,484	57,089
Department Total	\$ 1,648,404	\$ 1,801,117	\$ 1,688,950	\$ 1,772,970
200 Operations Department				
210 Harbor Patrol	\$ 683,548	\$ 712,349	\$ 668,509	\$ 721,534
220 Marina Management	434,288	516,390	468,294	512,134
230 Rescue Services	99,550	119,260	88,701	122,463
240 Parking	341,393	371,526	244,044	323,993
250 Events	30,439	34,791	0	35,344
280 Fuel Services	536,061	590,261	394,693	491,444
500 Boatyard	274,978	292,540	291,198	324,636
Department Total	\$ 2,400,257	\$ 2,637,117	\$ 2,155,439	\$ 2,531,548
300 Facilities Maintenance & Engineering				
310 Docks, Piers & Other Marine Structures	\$ 228,719	\$ 263,751	\$ 279,220	\$ 297,927
320 Utilities Maintenance	85,664	125,918	71,645	95,943
330 Building Maintenance	323,550	389,156	345,478	395,252
340 Grounds Maintenance	727,771	837,988	730,006	786,798
350 Aeration Program	38,468	60,578	41,400	57,340
360 Fishery Support	5,679	19,460	6,880	16,322
390 Capital Projects	497,761	459,285	453,773	417,797
400 Dredging Operations	1,377,966	1,470,038	1,383,380	1,487,426
Department Total	\$ 3,285,578	\$ 3,626,174	\$ 3,311,782	\$ 3,554,805
Total Operating Budget	\$ 7,334,239	\$ 8,064,408	\$ 7,156,171	\$ 7,859,323

Capital Outlay

One capital outlay item is funded in the FY22 budget:

FY 22 Budget Program	Item	Amount
Fuel Services	Replacement of manholes over the in-ground fuel tanks and pumps	\$22,000
Total Capital Outlay		\$22,000

In response to the anticipated shortfall in USACE work plan funding discussed above, and in an effort to provide surplus funding in the draft FY22 budget, \$30,000 for replacement of a vintage 1996 Ford truck (#27) was eliminated from the draft budget. (Replacement of Truck #27 and acquisition of a clamshell attachment for the backhoe to facilitate work on sanitary sewer lift stations were previously eliminated from the FY21 budget due to COVID-19.)

The FY22 budget includes vehicle, vessel and mobile equipment schedules, which help inform future budget recommendations (Appendix E).

Debt Service Coverage Ratio Projections

The District’s agreements with BBVA Compass Bank include covenants to maintain adequate coverage for debt service for the life of the loans. These Debt Service Coverage Ratio (“DSCR”) covenants provide that the District will prescribe and collect fees and charges for services at least equal to 125% of the debt service after operating and maintenance expenses for the fiscal year.

A debt service coverage projection for audited FY18-20, FY21 (projected), and the draft FY22 budget is included in the draft budget (Appendix B). The DSCR, which does not factor in any anticipated increase to slip rent in FY22, just meets the 125% requirement.

If the \$385,000 annual dredging reimbursement from USACE was included in the draft FY22 budget, the DSCR would be approximately 148%.

It is worth noting that audited revenue in 2018, 2019 and 2020 exceeded budgeted revenue:

	2018	2019	2020
Audited Revenue	\$9,070,739	\$9,211,328	\$9,813,660
Budgeted Revenue	\$8,558,260	\$8,839,266	\$9,236,969
% Exceeded Budget	6%	4%	6%

This conservative approach to budgeting revenue has helped the District weather budget impacts in FY21 due to COVID-19, and outperform DSCR annual budget projections.

Revenue and Fees

The 2020 Consumer Price Index (CPI) for the San Francisco-Oakland-Hayward area is 2%. The 10-year average CPI rate is 2.9%. The Port District's 10-year average rate increase over the same period is 2.18%. See Attachment B.

The draft budget is presented as a balanced budget. No increase has been applied to marina fees or leasehold rents in the draft budget. As noted under "Debt Service Coverage Ratio Projections" above, the DSCR just meets the 125% threshold. Any significant reduction in revenue or increase in expenditures may negatively impact the projected DSCR.

In previous years, the Commission has expressed a desire to keep pace with CPI in setting rates for all categories of marina fees (i.e., slip rent, dry storage and miscellaneous space rent). COVID-19 has stressed the Port District's finances, as well as many of our users and tenant-operated businesses. While a 2% CPI increase would provide a much-needed cushion in meeting the District's DSCR requirement, increasing rates even modestly in FY22 may be a hardship for some customers.

If a rate increase is not recommended as part of budget adoption, staff recommends that the FY22 quarter 2 budget review consider whether a mid-year increase may be needed.

U.S. Army Corps of Engineers Dredging Reimbursement

As noted under "Background" above, dredging reimbursement from the U.S. Army Corps of Engineers (USACE) is anticipated to increase from \$385,000 to approximately \$525,000 for the remaining 5 years of the agreement. It is worth noting that the FY20 work plan fully funded the higher reimbursement level. District staff expects shortfall funding to be paid by USACE following their review of audited dredge expenditures.

As noted earlier, no dredging reimbursement from the USACE is included in the FY22 budget and staff does not recommend including USACE's reimbursement in future budgets to avoid unexpected funding shortfalls.

Partnership Fees

In FY20, a sliding scale fee for partnerships was adopted (5% for 1 partner; 10% for 2 partners; 15% for 3 partners), which was hoped to increase utilization of vessel partnerships. FY20 audited revenue reported a 31% reduction in revenue over the prior year, from \$39,811 in FY19 to \$27,500. The FY21 budget was reduced accordingly and revenue projections for FY21 meet budget expectations.

The partnership fee is up for review with the FY23 budget.

SUMMARY

Staff is seeking direction from the Commission as outlined in the recommendation. Key discussion topics include:

- Does the Commission wish to include an increase to marina fees in the draft budget? If yes, what level of increase should be presented? (A 1% slip rent increase generates approximately \$45,000 in additional revenue, excluding dry storage.)
- Most tenant leases provide for an annual CPI increase. Does the Commission wish to take any action to modify this automatic increase?
- Capital Improvement Plan projects and funding, including Dredge Intermediate Fund
- Reserve fund contribution (\$76,139)

The draft FY22 budget will be amended as needed to incorporate direction received from the Commission. The FY22 budget will be presented at the February 23 Commission meeting for review and approval.

ATTACHMENTS: A. Draft Budget and Proposed 5-Year Capital Improvement Plan
 B. Historic Slip Fee Increases

**SANTA CRUZ PORT DISTRICT
FISCAL YEAR 22 BUDGET REPORT**



Santa Cruz Port District FY22 Budget Report – DRAFT February 9, 2021

TABLE OF CONTENTS

	<u>Page</u>
1. Policy Statements	1
2. Budget Users Guide	3
3. Financial Summaries	
3.1 Budget Summary	5
3.2 General Fund Revenue Budget	6
3.3 General Fund Expenditure Budget	9
3.4 Expenditures By Department and Program	11
3.5 Debt Service	12
3.6 Fund Balance Projections	13
4. Personnel Profile	14
5. Departments and Programs	16
6. Administrative Services Department	17
6.1 Administration	19
6.2 Finance and Purchasing	20
6.3 Property Management	21
6.4 Environmental and Permitting	22
6.5 Port Commission Support	23
7. Operations Department	24
7.1 Harbor Patrol	26
7.2 Marina Management	27
7.3 Rescue Services	28
7.4 Parking Services	29
7.5 Events	30
7.6 Fuel Services	31
7.7 Santa Cruz Harbor Boatyard	32
8. Facilities Maintenance and Engineering Department	33
8.1 Docks, Piers and Related Structures	35
8.2 Utilities Maintenance	36
8.3 Building Maintenance	37
8.4 Grounds	38
8.5 Aeration Program	39
8.6 Fishery Support	40
8.7 Capital Projects	41
8.8 Dredging Operations	42

TABLE OF CONTENTS (continued)

	<u>Page</u>
9. Dredging Equipment	43
10. Capital Outlay	45
11. Capital Improvement Program	46
12. Debt Service	47
Appendix A – Mission Statement Reserve Policy Investment Policy	
Appendix B – Debt Service Detail and Debt Service Coverage Ratios	
Appendix C – California Public Employees’ Retirement System Required Employer Contribution Rates 2019-20	
Appendix D – 5-Year Capital Improvement Plan	
Appendix E – Vehicle, Vessel and Mobile Equipment Schedules	
Appendix F – Revenue, Expense and Non-Operating Summary Sheets	

POLICY STATEMENTS

The Port District's Reserve Policy, adopted in FY16 (Appendix A), states the Port Commission's intent to preserve capital to finance three months of operations, and to fund future capital improvements at a minimum level to ensure the sustainability of harbor infrastructure. The reserve funding goal was first achieved in the FY19 budget and since policy adoption, annual contributions have been budgeted at the level needed to meet the reserve funding goal. The only exception has been the FY21 budget, when a programmed reserve fund contribution was suspended in response to anticipated revenue reductions due to the novel Coronavirus ("COVID-19") pandemic. The Port Commission's annual funding goal for future capital improvements was initially set at \$500,000 annually. In reviewing the draft FY21 budget on February 11, 2020, the Commission expressed a desire to increase the annual Capital Improvement Program ("CIP") funding goal from \$500,000 to \$750,000 annually, if practicable. In response, the contribution for the FY21 budget was increased from \$500,000 to \$590,000, but due to anticipated COVID-19 budget impacts, the \$590,000 CIP contribution was suspended in its entirety. The draft budget proposes a reduced CIP contribution in FY22, though increasing CIP funding in future budgets remains a stated goal.

During FY19, the Port Commission adopted an investment policy (Appendix A), which provides direction to the Port Director on the prudent and beneficial investment of District funds in accordance with laws governing the investment of local agency funds.

The budget recognizes planned Capital Improvement expenditures as encumbrances, thus the funding becomes unavailable for other expenses. Encumbering funds prevents further expenditure that would conflict with commitments already made. Encumbered funds are shown in the Fund Balance Capital Improvement detail in the fiscal year they were encumbered.

Port District finances have historically been managed and reported in accordance with Generally Accepted Accounting Principles (GAAP), and with applicable statements published by the Government Accounting Standards Board (GASB). The Port District does not have specific written policies governing how the budget was to be created or administered. Budget administration and planning incorporates the following assumptions and practices first adopted in FY13:

1. **Balanced Budget:**

The Port District operates with a balanced budget where operating revenues are equal to or exceed operating expenditures. Imbalances to the budget that result from increased expenses, decreased revenues, or a combination of the two, will require a budget revision.

POLICY STATEMENTS

2. Fixed Assets

Fixed (or capital) assets are tangible items individually valued at \$5,000 or more. Examples of fixed assets would be vehicles, equipment, boats, etc. For accounting purposes, fixed assets with an estimated useful life of at least two years after acquisitions are capitalized.

3. Capital Improvements

Capital improvements are physical assets, constructed or installed, with a useful life of ten years or longer and a cost of \$25,000 or more. Services that ultimately result in such physical assets are also budgeted as capital improvements (e.g. engineering design, architectural services, etc.).

4. Depreciation

Depreciation is reported annually as an operating expense (approximately \$1.6 million projected in FY21). The full amount of annual depreciation has not been included in the operating budget.

5. Appropriations

Appropriation balances may be transferred from one expenditure account to another within the operating budget without Port Commission approval. Capital improvement budgets are not considered to be part of any transferable appropriation balance. Any increase in total appropriations must be approved by the Port Commission.

6. Reserves

Reserve funds are not available for use to offset any expenditures that exceed total appropriations. Reserves may only be used as approved by the Port Commission.

7. Use of Restricted/Unrestricted Net Assets

When an expense is incurred for purposes for which both restricted and unrestricted net assets are available, restricted net assets are applied first.

8. Staffing Levels

The total number of full-time equivalent (FTE) employees shall be approved by the Port Commission.

BUDGET USERS GUIDE

General Fund (i.e., operating) revenues and expenses are presented in the Financial Summaries. FY20 Actual, FY21 Budget and Projected Actual and FY22 Proposed Budget figures are presented for comparison. Terms used in the Financial Summaries and in the program budgets that follow are defined below.

Capital Outlay - Expenses associated with acquiring capital (or "fixed") asset items individually valued at \$5,000 or more. Examples of fixed assets would be vehicles, equipment, boats, etc.

Charges for Services - Revenues received as reimbursement to the Port District for the use of staff, equipment or other resources beyond the services included with other user fees or rents. Examples may include standby of marine rescue personnel for aquatics competitions, emergency response services and after-hours call back for fuel sales.

Debt Service - Principal and interest payments on loans.

Fines - Fines (or "bail amounts") for parking or other citations paid directly to the Port District.

Fuel Sales – Receipts at the fuel pump.

Intergovernmental Revenues - Funds received by the Port District from another government agency. Examples include dredging expenditure reimbursement received from the U.S. Army Corps of Engineers (USACE), contributions from the County of Santa Cruz for marine rescue services, and grants from state, federal or local government sources.

Other/Miscellaneous - Revenues shown as Other/Miscellaneous include sales of key fobs, merchandise, proceeds from lien sales or disposal of surplus items, etc.

Personnel Services - All costs associated with Port District staff compensation for regular and temporary employees, including payroll taxes, workers' compensation, unemployment insurance, pension and employee benefits.

Rents - Rents encompass payments received by the Port District from its land-based tenants. Revenues are classified as either base rent, percentage rents or utility chargebacks as applicable.

Services and Supplies - Costs for all services provided to the Port District by contract or work order, utilities, insurance premiums, purchase of items not classified as fixed assets or "capital outlay," etc.

BUDGET USERS GUIDE

Transfers In/Out - Transfers between Port District funds (e.g. allocations to the Dredge Intermediate Fund may involve a transfer from the General Fund, or any combination of those and other funds).

User Fees - Fees established by the Port Commission for various uses of Port District facilities including boat slips, dry storage, RV and general parking.

Department and Program budget summaries are based on estimated levels of effort for each throughout FY22.

The proposed Capital Improvement Program is presented in Appendix D. Staffing and capital outlay in support of the Capital Improvement are budgeted separately in the Capital Projects section of the Facilities Maintenance and Engineering Department.

FINANCIAL SUMMARIES

GENERAL FUND BUDGET SUMMARY

**FY 22 REVENUES
BY CATEGORY**

Total All Funds

User Fees	\$ 6,798,275
Rents	1,825,000
Charges for Services	30,000
Fines	92,500
Fuel Sales	665,000
Boatyard	314,000
Intergovernmental	50,000
Grants	42,000
Other/Miscellaneous	129,500
TOTAL	\$9,946,275

**FY 22 EXPENDITURES
BY CATEGORY**

Personnel Services	\$ 4,006,084
Services & Supplies	3,853,239
Capital Outlay	22,000
Debt Service - Principal	1,260,274
Other Liabilities	0
TOTAL	\$ 9,141,597

FINANCIAL SUMMARIES

GENERAL FUND REVENUE BUDGET

	FY21 Budget	FY21 Projection	FY22 Budget
User Fees	\$ 6,624,202	\$ 6,459,469	\$ 6,798,275
Rents	2,016,320	1,898,286	1,825,000
Charges for Services	25,000	27,545	30,000
Fines	92,500	84,562	92,500
Fuel Sales	690,000	592,012	665,000
Boatyard	293,000	314,593	314,000
Intergovernmental	435,000	435,000	50,000
Grants	42,000	42,000	42,000
Other/Miscellaneous	230,000	123,286	129,500
TOTAL	\$ 10,448,022	\$ 9,975,753	\$ 9,946,275

FY21 projected revenue is less than anticipated in the budget due to the COVID-19 pandemic. User fees are down, primarily due to lower parking revenue, and concession income is down primarily due to significant impacts the pandemic has had on the restaurant industry. Fuel sales and fuel expense were lower than anticipated, though overall the program is projected to be more profitable in FY21 than FY20 due to improved program oversight and management.

The FY22 budget anticipates continued strength in slip rent revenue and visitor services such as launch and visitor berthing. It anticipates a return to pre-pandemic parking and RV revenue but takes a conservative approach to concession rents to allow time for the restaurant industry to recover.

Intergovernmental revenues in the FY22 budget include \$50,000 from the County of Santa Cruz for marine rescue services. The \$385,000 dredging reimbursement from the US Army Corps of Engineers (USACE) was not included in USACE's FY21 work plan and has been eliminated from the FY22 draft budget, though it is expected that this funding shortfall will be recouped either through reprogramming of USACE carryover funding or in a future work plan. Prior to FY18, reimbursement from the USACE was not included in annual budgets due to uncertainties in funding. It is recommended that future budgets (FY23 and beyond) continue the former practice of not budgeting for this reimbursement to avoid unpredictable funding shortfalls. The dredging reimbursement from USACE is anticipated to increase from \$385,000 to approximately \$525,000 for the remaining 5 years of the agreement

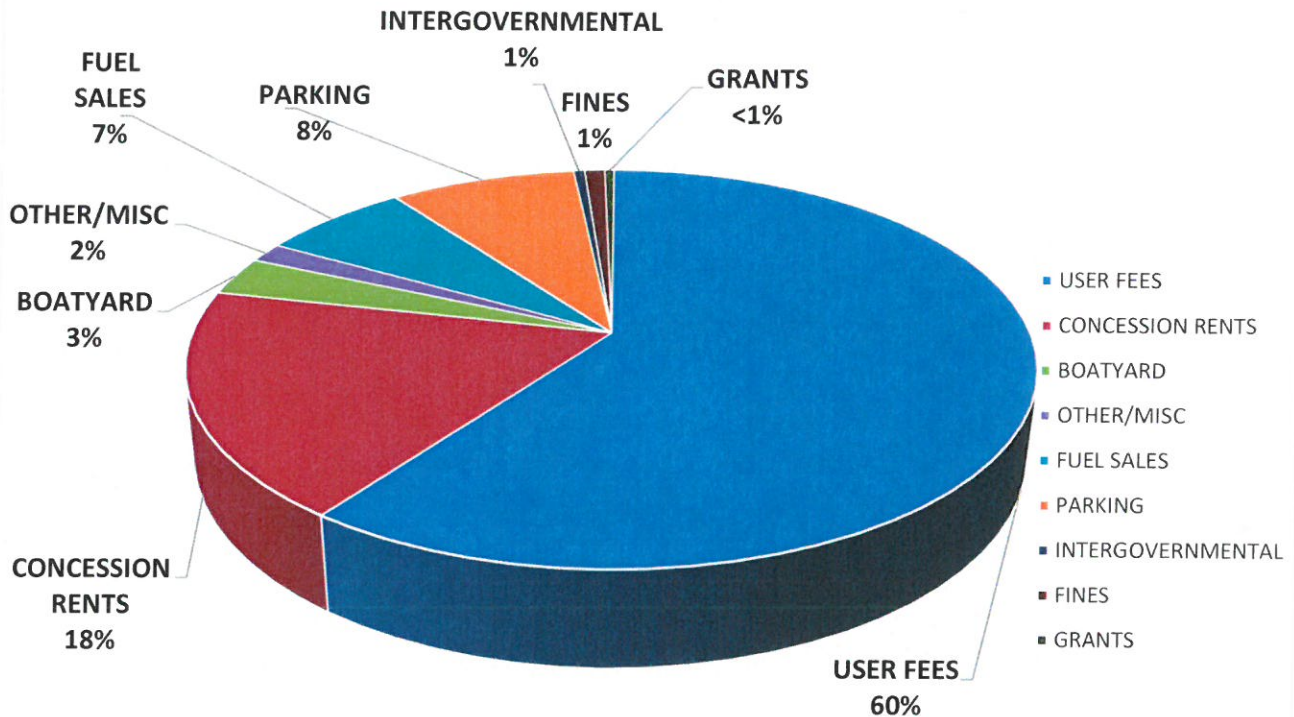
though reimbursement has continued at the \$385,000 level until USACE can complete a review of the Port District's audited dredging expenditures.

In FY20, a sliding scale fee for partnerships was adopted (5% for 1 partner; 10% for 2 partners; 15% for 3 partners). FY20 audited revenue reported a 31% reduction in revenue over FY19, from \$39,811 in FY19 to \$27,500. The FY21 budget was reduced accordingly and revenue projections for FY21 meet budget expectations. The partnership fee is up for review with the FY23 budget.

FINANCIAL SUMMARIES

The draft FY22 budget is presented as a balanced budget with no marina fee increase.

FY22 REVENUES BY TYPE



Note: Parking revenue, shown separately in the above chart, is included in User Fees in financial summaries.

FINANCIAL SUMMARIES

GENERAL FUND EXPENDITURE BUDGET

	FY21 Budget	FY21 Projected	FY22 Budget
Personnel Services	\$ 3,983,260	\$ 3,672,189	\$ 4,006,084
Services & Supplies	4,081,148	3,483,982	3,853,239
Capital Outlay	52,000	15,000	22,000
TOTAL OPERATING / CAPITAL OUTLAY	\$ 8,116,408	\$ 7,171,171	\$ 7,881,323
Debt Service Principal Payments	1,285,274	1,285,274	1,260,274
Other Liabilities	0	0	0
 GRAND TOTAL	 \$ 9,401,682	 \$ 8,456,445	 \$ 9,141,597

Projected salary and benefit costs (Personnel Services) for FY21 will be less than budget by approximately 8.5%, due COVID-19 related reductions in labor. Part-time and provisional staffing was reduced in 2020, and full-time equivalent (FTE) staffing was reduced from 29 to 28.

Personnel Services' costs are anticipated to increase in FY22, primarily due to an adjustment in budgeting for medical expense, CalPERS' pension costs, and workers' compensation premium increases. Projected employer pension expense in FY22 is approximately \$605,500, representing approximately 15% of anticipated Personnel Services' expenditures.

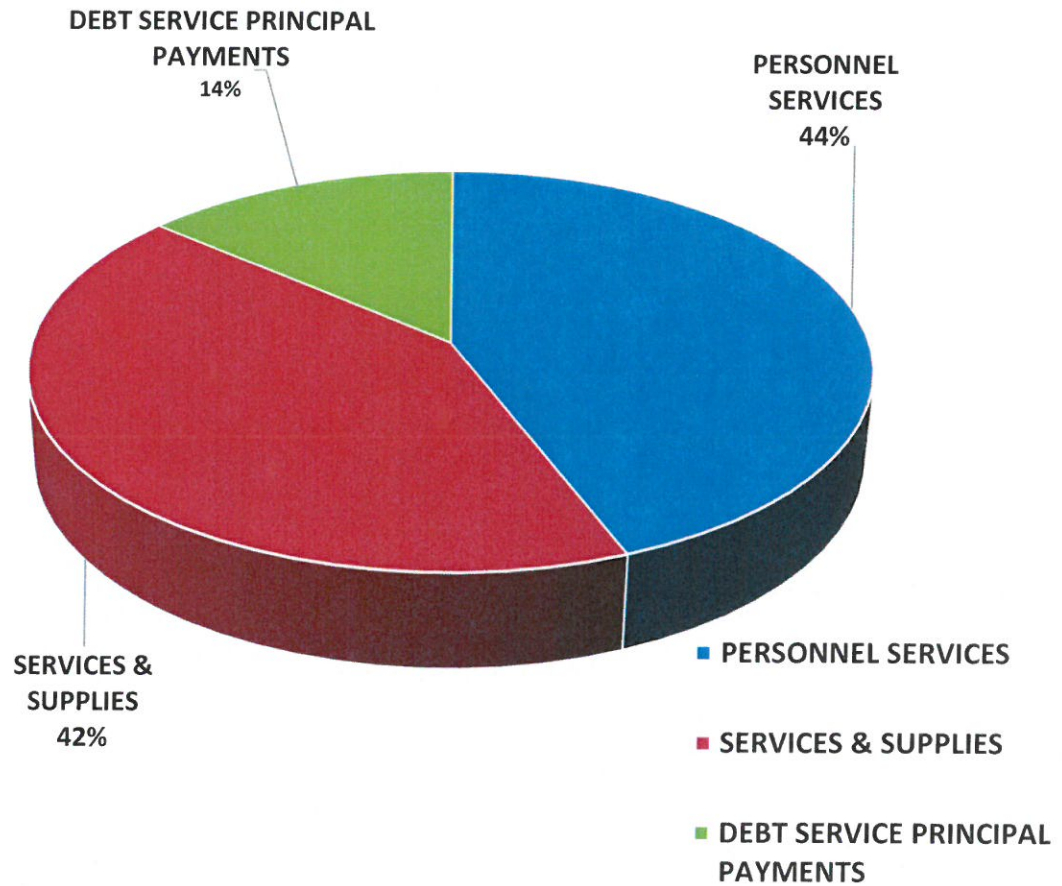
FY22 Services and Supplies' costs are proposed at a level that is approximately 6% lower than FY21, resulting from reducing line item funding where feasible across all departmental programs.

The expenditure summary in FY22 and previous budget years does not include transfers to the Dredge Intermediate Fund. Fund transfers are included in the budget as Non-Operating Expenditures:

- In FY22, the proposed fund transfer to the Dredge Intermediate fund is \$172,762
- In FY21, the budgeted fund transfer to the Dredge Intermediate Fund totaled \$416,091 (in April 2020, the contribution was reduced to \$186,091 as a response to COVID-19 anticipated revenue reductions)
- In FY20, fund transfers to the Dredge Intermediate Fund totaled \$145,956.
- In FY19, fund transfers to the Dredge Intermediate Fund totaled \$378,258.

In FY22, there are no identified expenditures noted as “Other Liabilities.”

FY22 Operating Expenditures by Category



FINANCIAL SUMMARIES

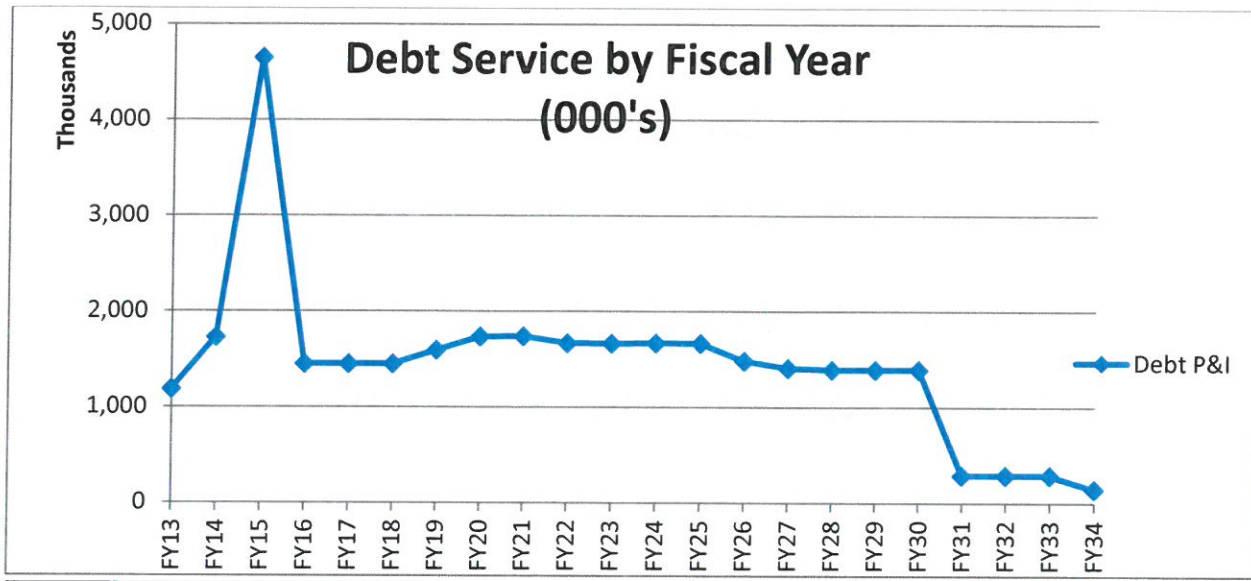
Expenditures by Department and Program

Department and Program	FY 20 Actual	FY 21 Budget	FY 21 Projected	FY 22 Proposed
100 Administrative Services Department				
110 Administration	\$ 760,316	\$ 778,728	\$ 786,225	\$ 764,483
120 Finance & Purchasing	181,208	207,570	185,236	209,575
130 Property Management	480,408	538,859	517,755	546,648
140 Environmental & Permitting	174,317	195,610	152,250	195,175
190 Port Commission Support	52,156	80,350	47,484	57,089
Department Total	\$ 1,648,404	\$ 1,801,117	\$ 1,688,950	\$ 1,772,970
200 Operations Department				
210 Harbor Patrol	\$ 683,548	\$ 712,349	\$ 668,509	\$ 721,534
220 Marina Management	434,288	516,390	468,294	512,134
230 Rescue Services	99,550	119,260	88,701	122,463
240 Parking	341,393	371,526	244,044	323,993
250 Events	30,439	34,791	0	35,344
280 Fuel Services	536,061	590,261	394,693	491,444
500 Boatyard	274,978	292,540	291,198	324,636
Department Total	\$ 2,400,257	\$ 2,637,117	\$ 2,155,439	\$ 2,531,548
300 Facilities Maintenance & Engineering				
310 Docks, Piers & Other Marine Structures	\$ 228,719	\$ 263,751	\$ 279,220	\$ 297,927
320 Utilities Maintenance	85,664	125,918	71,645	95,943
330 Building Maintenance	323,550	389,156	345,478	395,252
340 Grounds Maintenance	727,771	837,988	730,006	786,798
350 Aeration Program	38,468	60,578	41,400	57,340
360 Fishery Support	5,679	19,460	6,880	16,322
390 Capital Projects	497,761	459,285	453,773	417,797
400 Dredging Operations	1,377,966	1,470,038	1,383,380	1,487,426
Department Total	\$ 3,285,578	\$ 3,626,174	\$ 3,311,782	\$ 3,554,805
Total Operating Budget	\$ 7,334,239	\$ 8,064,408	\$ 7,156,171	\$ 7,859,323

Note: Interest expense for debt service is included in Program 390-Capital Projects above.

FINANCIAL SUMMARIES

DEBT SERVICE



The chart above shows historic and projected debt service by fiscal year for amounts previously borrowed. Loan payoff will be achieved during FY34.

In FY14, tax-exempt and taxable financing in the amount of \$16,803,405 was obtained from BBVA Compass Bank. The loans had lower interest rates and terms that resulted in loans being fully paid off 12 years earlier, and included \$4 million in funding for the purchase of a new dredge *Twin Lakes* to replace *Seabright* and \$750,000 to pay off pension withdrawal liability. The loans will be paid off in FY30 at a total cost of approximately \$21.6 million. The previous loans would have been paid off in 2042, at a total cost of approximately \$ 26.35 million. Shortening the life of the loans combined with the superior interest rates thus enabled the District to both borrow \$4.75 million and save \$3.9 million.

In FY19, tax-exempt financing totaling \$3,350,000 was obtained from BBVA Compass Bank to fund two Capital Improvement Projects, the Aldo’s Seawall Replacement Project (F027) and the Piling Replacement Project (F005). Low interest financing of 3.5% was obtained. The loans will be paid off in 2034 at a total cost of approximately \$4.3 million.

A term of the FY 19 refinancing package included terminating the District’s \$2 million line of credit with BBVA Compass Bank.

FINANCIAL SUMMARIES

FUND BALANCE PROJECTIONS

**Santa Cruz Port District
Projection of Fund Activity
as of March 31, 2021**

	Unrestricted Funds		Board Designated Funds			Restricted Funds		Total Funds
	General Fund	Intermed. Dredge	Reserve Fund	Capital Improvement	Election	CMIA Bond Reserve	BBVA Reserve	
Begin. Balance Apr. 1, 2020	\$ 24,329,049	\$ 63,729	\$ 1,888,692	\$ 2,076,572	\$ 200,000	\$ -	\$ 1,016,906	\$ 29,574,947
FY21 Financial Results:								
YTD Budget report (Net Income)	(568,944)							(568,944)
CIP Projected Expenditures at 3/31/21	668,399			\$ (668,399)				-
DIF Projected Expenditures at 3/31/21	214,582	\$ (214,582)						-
BBVA Reserve Account Interest	(330)							-
September 2020 Election Expense	175			\$ (175)				-
Budget Designation:								
Mtg dtd 2/25/20 FY 2021 Budget	(1,133,501)	\$ 416,091	\$ 127,410	\$ 590,000				-
Mtg dtd 4/28/20 - COVID-19 Impact Responses	947,410	\$ (230,000)	\$ (127,410)	\$ (590,000)				-
Mtg dtd 9/22/20 - Additional Water Taxi Funding	(5,000)		\$ 5,000					-
Ending Balance March 31, 2021	\$ 24,451,840	\$ 35,238	\$ 1,888,692	\$ 1,413,172	\$ 199,825	\$ -	\$ 1,017,236	\$ 29,006,003
FY22 Budget								
CIP Projects FY22 Funding	(340,600)			\$ 340,600				-
Reserve Policy	(76,139)		\$ 76,139					-
Dredge Intermediate Fund	(172,762)	\$ 172,762						-
Election Fund	(175)			\$ 175				-
Projected Balance April 1, 2021	\$ 23,862,164	\$ 208,000	\$ 1,964,831	\$ 1,763,772	\$ 200,000	\$ -	\$ 1,017,236	\$ 29,006,003

PERSONNEL PROFILE

Salary and benefit costs for all employees (regular FTE and temporary/seasonal) for FY20 through FY22 are tabulated below.

Salary and Benefit Costs

Overall Personnel Services costs in FY22 are <1% over FY21. The increase is primarily due to an adjustment in budgeting for medical expense, increased CalPERS' pension costs (approximately \$46,000 higher in FY22 than FY21), and workers' compensation premium costs. Increased costs in FY22 are largely offset by staffing reductions due to COVID-19.

DEPARTMENT/SERVICE	FY20 SALARIES & BENEFITS BUDGET	FY21 SALARIES & BENEFITS BUDGET	FY21 SALARIES & BENEFITS PROJECTED	FY22 SALARIES & BENEFITS BUDGET	FY 21 TO FY22 CHANGE
Administrative Services	668,051	705,504	702,666	731,170	+ 25,666
Operations ³	1,395,112	1,471,177	1,261,022	1,424,232	- 46,945
Boatyard ¹	207,989	211,563	213,399	236,136	+ 24,573
Facilities Maintenance and Engineering ²	706,820	729,278	662,653	723,795	- 5,483
Dredging Operations	812,653	865,738	832,449	890,751	+ 25,013
TOTALS	3,790,625	3,983,260	3,672,189	4,006,084	+ 22,824 (+ <1%)

FY16 Total FTE = 27.67
 FY17 Total FTE = 27.0
 FY18 Total FTE = 27.0

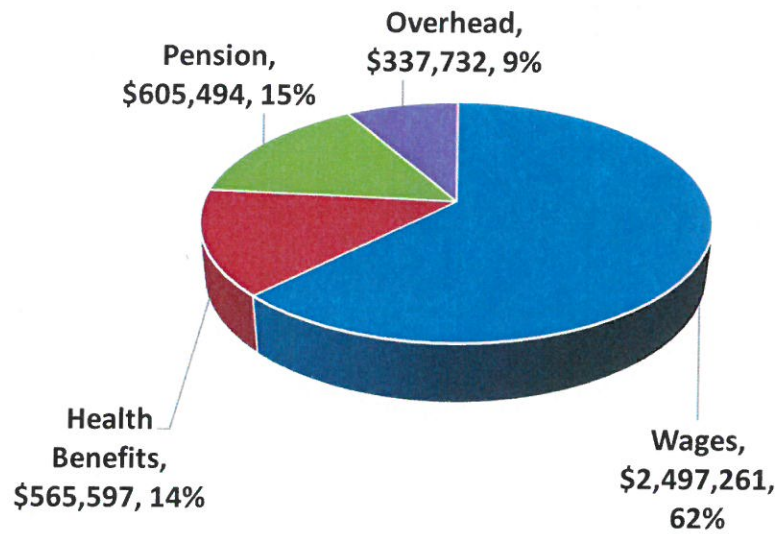
FY19 Total FTE = 29.0
 FY20 Total FTE = 29.0
 FY21 Total FTE = 29.0

FY22 Total FTE = 28.0

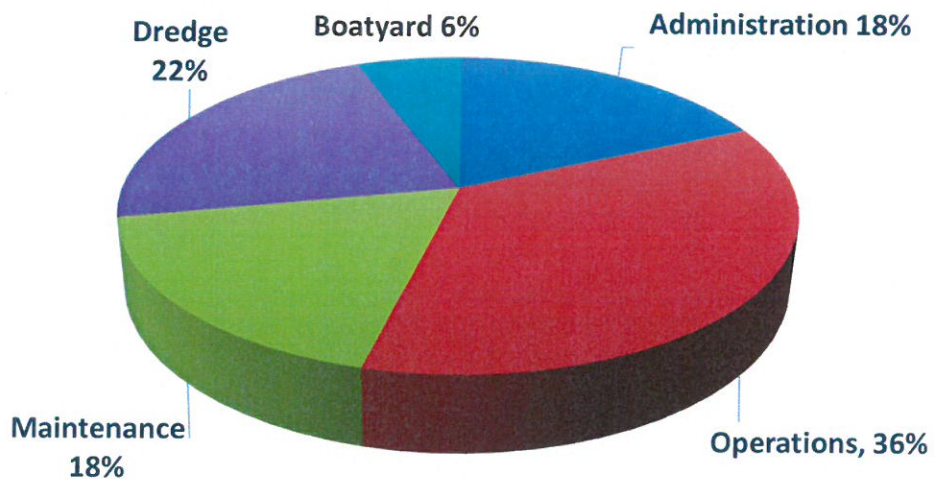
Notes:

1. The Boatyard is shown separately for additional clarity, but is overseen by the Operations Department.
2. Dredging Operations is encompassed under Facilities Maintenance and Engineering, but is shown separately here for added clarity.
3. The position Customer Service Representative is budgeted in Administration, but labor has been allocated to Operations (Marina Management).

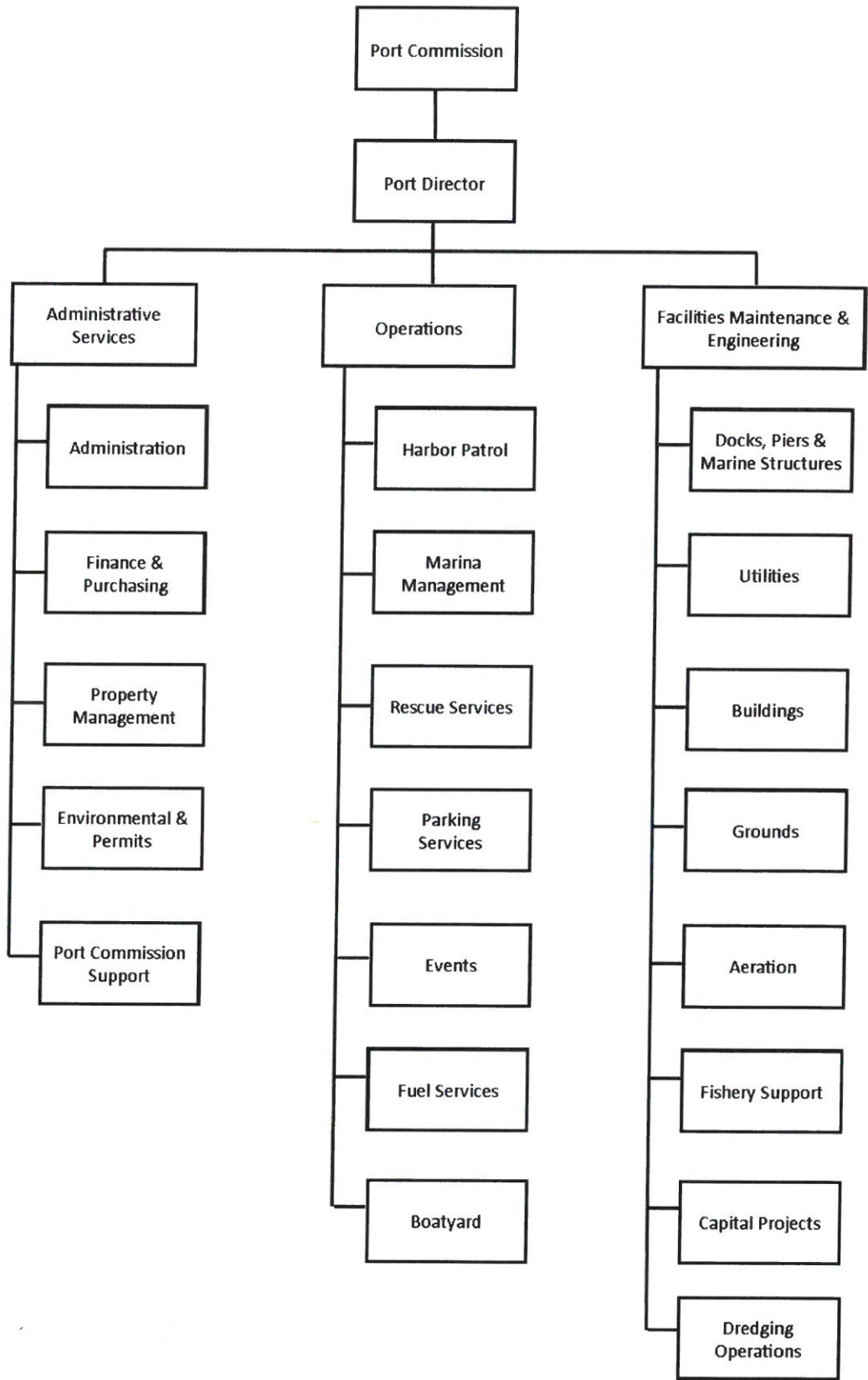
FY22 Personnel Costs by Type \$4,006,084



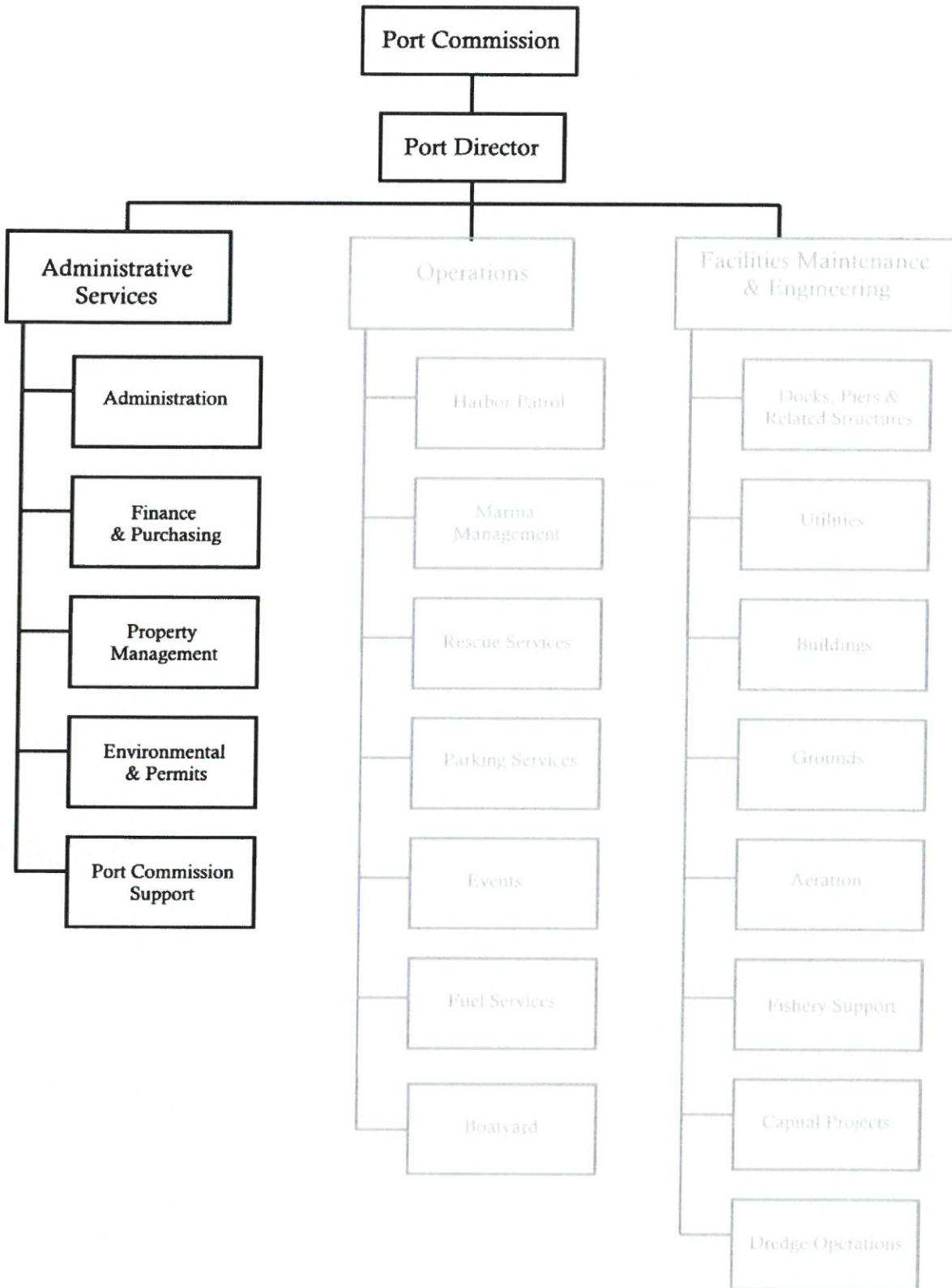
FY22 Salaries and Benefits by Department



DEPARTMENTS AND PROGRAMS



ADMINISTRATIVE SERVICES DEPARTMENT



ADMINISTRATIVE SERVICES DEPARTMENT

Admin. Department Summary

	FY 20 Actual	FY 21 Budget	FY 21 Projected	FY 22 Budget
Expenditures by Category:				
Personnel Services	651,748	705,504	702,666	731,170
Services & Supplies	996,656	1,095,613	986,284	1,041,800
Capital Outlay	0	0	0	0
Total Expenditures	1,648,404	1,801,117	1,688,950	1,772,970
Expenditures by Program:				
Administration	760,316	778,728	786,225	764,483
Finance & Purchasing	181,208	207,570	185,236	209,575
Property Management	480,408	538,859	517,755	546,648
Environmental & Permitting	174,317	195,610	152,250	195,175
Port Commission Support	52,156	80,350	47,484	57,089
Total Expenditures	1,648,404	1,801,117	1,688,950	1,772,970
Total Regular Personnel Funded	6.3	6.5	6.6	6.3
Temporary/Seasonal Personnel	Beach Monitors	Beach Monitors Office Support	Beach Monitors	Beach Monitors Office Support

Note: FTE equivalents are derived from percentages of salary & benefit costs by program.

ADMINISTRATIVE SERVICES DEPARTMENT

Administration

Administration encompasses the daily oversight of all Port District operations and programs, long-term planning, budget preparation, human resources and benefits management, website maintenance, customer service, public outreach and promotional activities, coordination with local and regional governments and organizations, and various activities undertaken by the Port Director and Administrative Services staff.

Administration (Program 110)

Expenditures	FY 20 Actual	FY 21 Budget	FY 21 Projected	FY 22 Budget
Personnel Services	394,204	401,928	416,170	417,183
Services & Supplies	366,112	376,800	370,055	347,300
Total	760,316	778,728	786,225	764,483
Funding Source(s)				
Rents	380,158	389,000	393,113	382,242
User Fees	380,158	389,728	393,113	382,242
Total	760,316	778,728	786,225	764,483
Regular Personnel				
	2.8 FTE	2.8 FTE	3.1 FTE	2.7 FTE
Temporary/Seasonal Personnel				
	Office Support	Office Support	N/A	Office Support

ADMINISTRATIVE SERVICES DEPARTMENT

Finance and Purchasing

Finance and purchasing activities include accounting for all Port District assets, revenues and expenses; administering payroll using an outside payroll processing contractor; financing; preparing budget monitoring and quarterly reports; contracting for services; preparing for and participating in annual outside audits of Port District financial statements; performing tenant-related audits; tracking grant-related expenditures and reimbursements. Finance and purchasing staff perform ongoing work to develop and refine purchasing procedures and financial reporting for transparency purposes.

Finance & Purchasing (Program 120)

Expenditures	FY 20 Actual	FY 21 Budget	FY 21 Projected	FY 22 Budget
Personnel Services	132,121	152,170	138,487	154,175
Services & Supplies	49,087	55,400	46,749	55,400
Total	181,208	207,570	185,236	209,575
Funding Source(s)				
User Fees	181,208	207,570	185,236	209,575
Total	181,208	207,570	185,236	209,575
Regular Personnel	.8 FTE	.7 FTE	0.7 FTE	.7 FTE
Temporary/Seasonal Personnel	Office Support	Office Support	N/A	Office Support

ADMINISTRATIVE SERVICES DEPARTMENT

Property Management

Property management activities include serving as the primary contact for landside tenants, negotiating new and revised leases and easements, advertising space available for rent, monitoring rental payments and applying rent adjustments. Utilities, garbage service and sanitary district charges for the District’s rental properties are included as expenses in this program. Revenues for utility, garbage and sanitary district charges paid by tenants through the Port District are included in Rents. Utility charges paid directly by the tenant to the service provider are not included in the operating budget.

Property Management (Program 130)

Expenditures	FY 20 Actual	FY 21 Budget	FY 21 Projected	FY 22 Budget
Personnel Services	12,421	19,296	28,311	26,398
Services & Supplies	467,988	519,563	489,444	520,250
Total	480,408	538,859	517,755	546,648
Funding Source(s)				
Rents	480,408	538,859	517,755	546,648
Total	480,408	538,859	517,755	546,648
Regular Personnel	1.7 FTE	1.9 FTE	2.0 FTE	1.9 FTE
Temporary/Seasonal Personnel	N/A	Office Support	N/A	Office Support

ADMINISTRATIVE SERVICES DEPARTMENT

Environmental and Permitting

The environmental and permitting work includes managing the beach quality monitoring and hydrogen sulfide protocol during dredging activities, negotiating new permits and amendments with the Army Corps of Engineers, US Environmental Protection Agency, California Coastal Commission, Regional Water Quality Control Board, Monterey Bay National Marine Sanctuary, Monterey Bay Unified Air Pollution Control District and other agencies for dredging and disposal operations and permitting for other construction activities, stormwater management and environmental programs. Environmental and permitting oversees the harbor's Clean Marina Program.

Environmental & Permitting (Program 140)

Expenditures	FY 20 Actual	FY 21 Budget	FY 21 Projected	FY 22 Budget
Personnel Services	70,419	83,660	71,155	83,225
Services & Supplies	103,898	111,950	81,095	111,950
Total	174,317	195,610	152,250	195,175
Funding Source(s)				
Intergovernmental	0	0	0	0
User Fees	174,317	195,610	152,250	195,175
Total	174,317	195,610	152,250	195,175
Regular Personnel	.8 FTE	.7 FTE	.6 FTE	.7 FTE
Temporary/Seasonal Personnel	Beach Quality Monitors	Beach Quality Monitors	Beach Quality Monitors	Beach Quality Monitors

ADMINISTRATIVE SERVICES DEPARTMENT

Port Commission Support

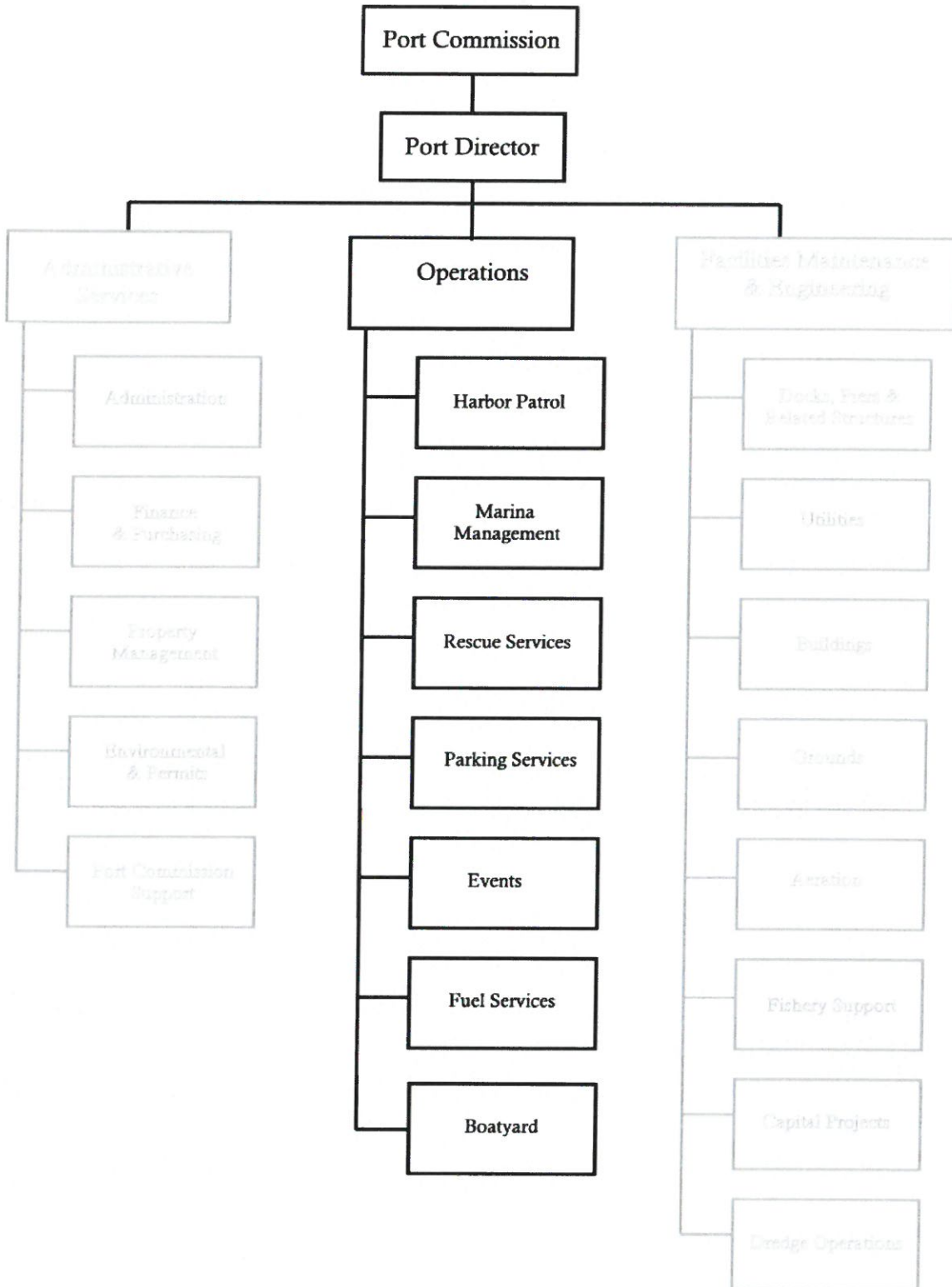
Activities that provide staff support for the Port Commission include developing meeting agendas, staff reports and minutes; coordinating with the County Elections Department and ensuring compliance with the Brown Act; intergovernmental relations and adopted Port Commission policies and procedures.

In FY21, the Port Commission Support program included one-time funding for development of an informational report summarizing Santa Cruz Harbor’s economic benefits to the community; however, that report has been delayed indefinitely due to COVID-19-related budget impacts.

Port Commission Support (Program 190)

Expenditures	FY 20 Actual	FY 21 Budget	FY 21 Projected	FY 22 Budget
Personnel Services	42,583	48,450	48,543	50,189
Services & Supplies	9,572	31,900	-1,059	6,900
Total	52,156	80,350	47,484	57,089
Funding Source(s)				
User Fees	52,156	80,350	47,484	57,089
Total	52,156	80,350	47,484	57,089
Regular Personnel	.2 FTE	.3 FTE	.2 FTE	.2 FTE
Temporary/Seasonal Personnel	Office Support	Office Support	N/A	Office Support

OPERATIONS DEPARTMENT



OPERATIONS DEPARTMENT

Operations Dept. Summary

	FY 20 Actual	FY 21 Budget	FY 21 Projected	FY 22 Budget
Expenditures by Category:				
Personnel Services	1,563,146	1,682,740	1,474,421	1,660,368
Services & Supplies	837,111	954,377	681,018	871,180
Capital Outlay	0	0	0	22,000
Total Expenditures	2,400,257	2,637,117	2,155,439	2,531,548
Expenditures by Program:				
Harbor Patrol	683,548	712,349	668,509	721,534
Marina Management	434,288	516,390	468,294	512,134
Rescue Services	99,550	119,260	88,701	122,463
Parking Services	341,393	371,526	244,044	323,993
Events	30,439	34,791	0	35,344
Fuel Services	536,061	590,261	394,693	491,444
Boatyard	274,978	292,540	291,198	324,636
Total Expenditures	2,400,257	2,637,117	2,155,439	2,531,548
Total Regular Personnel Funded	10	9.5	8.4	9
Temporary/Seasonal Personnel	Reserve DHM Launch Parking Water Taxi	Reserve DHM Launch Parking Water Taxi	Reserve DHM Launch Parking	Reserve DHM Launch Parking Water Taxi

Note: FTE equivalents are derived from percentages of salary & benefit costs by program.

OPERATIONS DEPARTMENT

Harbor Patrol

The Harbor Patrol with limited assistance from contract operators currently provide security and enforcement of Port District ordinances, California Harbors and Navigation, Penal and Vehicle Codes. Deputy Harbormasters provide site security and traffic control, make arrests, prepare incident reports and provide mutual aid response to other law enforcement agencies. In addition to law enforcement duties, deputy Harbormasters perform vessel search and rescue services, and a wide range of program management and customer services.

The County of Santa Cruz contributes \$50,000 annually in support of the Harbor Patrol's marine search and rescue program. Half of the funding is allocated to support the Harbor Patrol program, and half of the funding supports Rescue Services.

Harbor Patrol (Program 210)

Expenditures	FY 20 Actual	FY 21 Budget	FY 21 Projected	FY 22 Budget
Personnel Services	584,870	605,249	610,325	644,534
Services & Supplies	98,678	107,100	58,184	77,000
Capital Outlay	0	0		
Total	683,548	712,349	668,509	721,534
Funding Source(s)				
Rents	0	284,940	267,405	167,733
User Fees	683,548	402,409	376,104	528,801
Intergovernmental		25,000	25,000	25,000
Total	683,548	712,349	668,509	721,534
Regular Personnel	2.5 FTE	2.6 FTE	2.6 FTE	2.6 FTE
Temporary/Seasonal Personnel	Reserve DHM	Reserve DHM	Reserve DHM	Reserve DHM

OPERATIONS DEPARTMENT

Marina Management

Deputy Harbormaster and Operations staff manage and assigns berths and dry storage areas; monitor docks and dry storage areas for safety; staff the front counter 362 days per year; administer invoicing and payment processes; monitor vessel use and confirm current registration; perform vessel serviceability checks and electrolysis checks on an as needed basis; manage the waiting list; develop delinquency reports; conduct lien sales, provide customer service and manage the harbor's database.

Marina Management (Program 220)

Expenditures	FY 20 Actual	FY 21 Budget	FY 21 Projected	FY 22 Budget
Personnel Services	415,347	480,790	432,566	476,534
Services & Supplies	18,941	35,600	35,728	35,600
Total	434,288	516,390	468,294	512,134
Funding Source(s)				
Rents		0	0	0
User Fees	434,288	516,390	468,294	512,134
Total	434,288	516,390	468,294	512,134
Regular Personnel	1.9 FTE	1.9 FTE	1.8 FTE	1.8 FTE
Temporary/Seasonal Personnel	Reserve DHM	Reserve DHM	Reserve DHM	Reserve DHM

Note: Front desk staffing is budgeted and overseen by Administration, though labor costs have been allocated to Marina Management.

OPERATIONS DEPARTMENT

Rescue Services

Rescue services are provided by the Harbor Patrol aboard the vessel *Almar* or the Zodiac patrol vessel *Scout*. A replacement vessel for the *Almar*, funded entirely by a grant from the State of California, is being fabricated by Moose Boats, Inc. and will be delivered in late-2021.

Rescues performed on *Almar* are often conducted under the Coastal Incident Response Plan (CIRP) in coordination with City, County and State resources. The US Coast Guard staffs its Santa Cruz station in the harbor on weekends between Memorial Day and Labor Day. The Harbor Patrol and USCG coordinate efforts on those days.

Commencing in FY17, the Port District contracted with the City of Santa Cruz to provide staffing and oversight of the beach lifeguard program for approximately the same cost as in-house services. Since FY20, the Port District has contracted with State Parks to provide lifeguard service.

The County of Santa Cruz contributes \$50,000 annually in support of the Harbor Patrol's marine search and rescue program. Half of the funding is allocated to support the Rescue Services program, and half of the funding supports the Harbor Patrol program.

Rescue Services (Program 230)

Expenditures	FY 20 Actual	FY 21 Budget	FY 21 Projected	FY 22 Budget
Personnel Services	62,301	68,360	57,881	71,183
Services & Supplies	37,249	50,900	30,820	51,280
Total	99,550	119,260	88,701	122,463
Funding Source(s)				
Grants / Intergov't	25,000	25,000	25,000	25,000
Rents	10,000	10,000	10,000	7,000
User Fees	64,550	84,260	53,701	90,463
Total	99,550	119,260	88,701	122,463
Regular Personnel	.4 FTE	0.4 FTE	.3 FTE	0.4 FTE
Temporary/Seasonal Personnel	Reserve DHM Safety Boat	Reserve DHM	Reserve DHM Safety Boat Lifeguards	Reserve DHM

OPERATIONS DEPARTMENT

Parking Services

Parking services encompass oversight and daily maintenance of the automated concession parking lot equipment serving 2222 East Cliff Drive (O'Neill Building), the Crow's Nest and its Beach Market, Café el Palomar, the SUP Shack and Harbor Beach; beach parking permit sales; slip licensee and employee parking permits; launch ramp parking and permits; shuttle van and water taxi services, and parking ordinance enforcement. Revenues from parking meters, pay stations, permit sales and concession lot receipts are used to fund parking services. Harbor patrol officers provide parking services with assistance from part-time / temporary staff. One full-time equivalent position and several part-time staff were eliminated in FY21 due to COVID-19-related impacts and subsequent automation of the concession parking lot.

Funding for seasonal water taxi service eliminated in the FY21 budget is restored in the FY22 budget. A replacement water taxi will be delivered in February 2021. It is anticipated the new water taxi will be put into service when COVID-19-related restrictions allow operations to resume.

Parking Services (Program 240)

Expenditures	FY 20 Actual	FY 21 Budget	FY 21 Projected	FY 22 Budget
Personnel Services	251,754	261,826	125,576	160,893
Services & Supplies	89,639	109,700	118,468	163,100
Capital Outlay	0	0		
Total	341,393	371,526	244,044	323,993
Funding Source(s)				
User Fees	246,304	279,026	159,482	231,493
Parking Fines	95,089	92,500	84,562	92,500
Total	341,393	371,526	244,044	323,993
Regular Personnel	1.5 FTE	1.3 FTE	1.0 FTE	1.2 FTE
Temporary/Seasonal Personnel	Parking Attendants, Launch Attendants, Land Shuttle, Water Taxi			

OPERATIONS DEPARTMENT

Events

This program is jointly managed by Operations and Administrative Services, and comprises permitting, transportation and security for special events such as the Haunted Harbor and Car Show events hosted by the Port District, the Crow's Nest Thursday night beach barbecues, beach volleyball tournaments, regattas, and other special events.

The Events program budget was cut in FY21 due to COVID-19 related budget impacts. Funding is restored in the FY22 budget.

Events (Program 250)

Expenditures	FY 20 Actual	FY 21 Budget	FY 21 Projected	FY 22 Budget
Personnel Services	21,345	25,591	0	26,144
Services & Supplies	9,094	9,200	0	9,200
Total	30,439	34,791	0	35,344
Funding Source(s)				
Rents	19,067	25,000	0	25,000
Charges for Services	810	5,000	0	5,000
User Fees	10,562	4,791		5,344
Total	30,439	34,791	0	35,344
Regular Personnel	0.2 FTE	0.1 FTE	0 FTE	0.1 FTE
Temporary/Seasonal Personnel	Parking Attendants, Land Shuttle			

OPERATIONS DEPARTMENT

Fuel Services

The Port District took over operation and maintenance of the harbor's fuel dock in July 2010. The program is managed by Deputy Harbormaster staff.

Recurring program costs include staff, fuel purchases, taxes, storage tank fees and maintenance, inspections, insurance, credit card fees, regulatory compliance and spill prevention equipment and supplies.

Fuel Services (Program 280)

Expenditures	FY 20 Actual	FY 21 Budget	FY 21 Projected	FY 22 Budget
Personnel Services	24,723	29,361	34,674	44,944
Services & Supplies	511,338	560,900	360,019	446,500
Capital Outlay*	0	0	0	22,000
Total	536,061	590,261	394,693	491,444
Funding Source(s)				
Charges for Services	0	0	10	0
Fuel Sales	536,061	590,261	394,683	491,444
Total	536,061	590,261	394,693	491,444
Regular Personnel				
	1.8 FTE	2.1 FTE	1.5 FTE	1.8 FTE
Temporary/Seasonal Personnel				
	Fuel Dock Attendant	Fuel Dock Attendant	Fuel Dock Attendant	Fuel Dock Attendant

OPERATIONS DEPARTMENT

Santa Cruz Harbor Boatyard

The Port District took over operation and maintenance of the boatyard in 2014. Recurring program costs include staff, spill prevention equipment, supplies, stormwater filtration costs, and equipment maintenance and fuel. Staff, with support from a contract Qualified Industrial Stormwater Practitioner (QISP), is striving to meet increasingly stringent stormwater pollution prevention regulations. Some stormwater service expenditures are captured in Environmental Permitting, while office equipment and claims paid are captured in Administration.

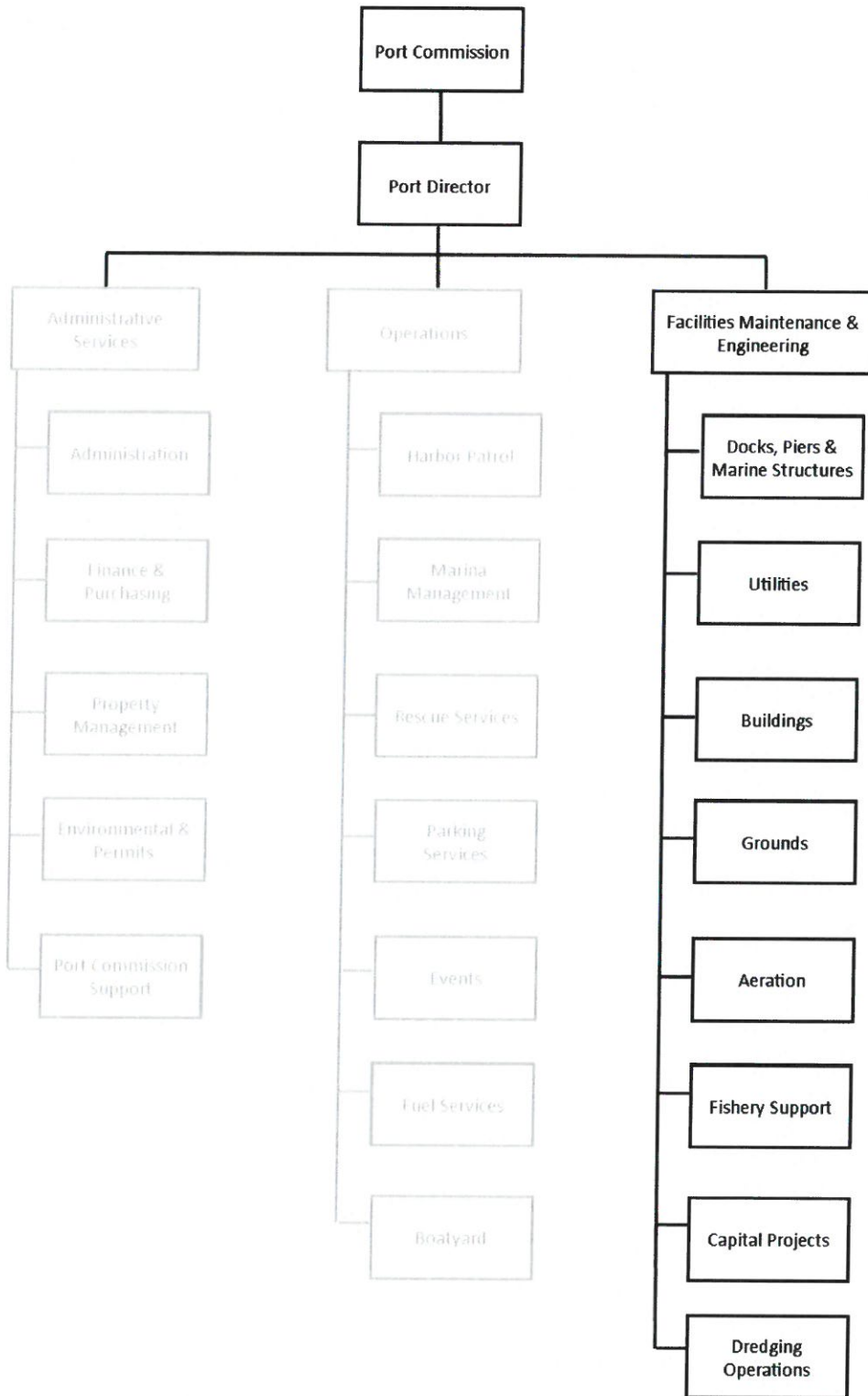
The boatyard is projected to require \$10,636 in proceeds to support expenditures in FY22. Boatyard revenues do not account for interdepartmental services provided by the boatyard. In FY21 to date, the retail value of the interdepartmental services provided by the boatyard is estimated at approximately \$35,500. Boatyard revenue is currently projected to meet program expenses in FY21.

Boatyard and management staff continue to assess the operation to identify opportunities to expand boatyard revenue.

Boatyard (Program 500)

Expenditures	FY 20 Actual	FY 21 Budget	FY 21 Projected	FY 22 Budget
Personnel Services	202,806	211,563	213,399	236,136
Services & Supplies	72,172	80,977	77,799	88,500
Capital Outlay*	0	0		
Total	274,978	292,540	291,198	324,636
Funding Source(s)				
Charges for Services	0	1,000	10	0
Proceeds	0	0	0	10,636
Boatyard Fees	274,978	291,540	291,188	314,000
Total	274,978	292,540	291,198	324,636
Regular Personnel	1.1 FTE	1.1 FTE	1.1 FTE	1.2 FTE
Temporary/Seasonal Personnel	Boatyard Crew	Boatyard Crew	Boatyard Crew	Boatyard Crew

FACILITIES MAINTENANCE AND ENGINEERING DEPARTMENT



FACILITIES MAINTENANCE AND ENGINEERING DEPARTMENT

Facilities Maintenance and Engineering Summary

	FY 20 Actual	FY 21 Budget	FY 21 Projected	FY 22 Budget
Expenditures by Category:				
Personnel Services	1,509,080	1,595,016	1,495,102	1,614,546
Services & Supplies	1,776,498	2,031,158	1,816,680	1,940,259
Capital Outlay	0	52,000	15,000	0
Total Expenditures	3,285,578	3,626,174	3,311,782	3,554,805
Expenditures by Program:				
Docks, Piers, Marine Str.	228,719	263,751	279,220	297,927
Utilities Maintenance	85,664	125,918	71,645	95,943
Building Maintenance	323,550	389,156	345,478	395,252
Grounds Maintenance	727,771	837,988	730,006	786,798
Aeration Program	38,468	60,578	41,400	57,340
Fishery Support	5,679	19,460	6,880	16,322
Capital Projects	497,761	459,285	453,773	417,797
Dredge Operations	1,377,966	1,470,038	1,383,380	1,487,426
Total Expenditures	3,285,578	3,626,174	3,311,782	3,554,805
Total Regular Personnel Funded	12	13	13	12.7
Temporary/Seasonal Personnel	Custodian	Custodian Maint. Support	Custodian Maint. Support	Custodian Maint. Support

Note: FTE equivalents are derived from percentages of salary & benefit costs by program.

FACILITIES MAINTENANCE AND ENGINEERING DEPARTMENT

Docks, Piers and Other Marine Structures

Activities in this program include maintenance and repairs of existing docks and piers; routine maintenance of piles and appurtenant equipment; maintenance of floats, seawalls, cranes, jetties, gates, brow piers and gangways.

Docks, Piers, and Other Marine Structures (Program 310)

Expenditures	FY 20 Actual	FY 21 Budget	FY 21 Projected	FY 22 Budget
Personnel Services	80,441	79,001	108,557	121,327
Services & Supplies	148,279	184,750	170,663	176,600
Capital Outlay	0	15,000	15,000	
Total	228,719	263,751	279,220	297,927
Funding Source(s)				
User Fees	228,719	263,751	279,220	297,927
Total	228,719	263,751	279,220	297,927
Regular Personnel	1.0 FTE	.9 FTE	1.1 FTE	1.1 FTE
Temporary/Seasonal Personnel	N/A	N/A	N/A	N/A

FACILITIES MAINTENANCE AND ENGINEERING DEPARTMENT

Utilities Maintenance

Utility maintenance includes repairs to landside and dock electrical and plumbing facilities; operation and maintenance of seven sanitary sewer lift stations; maintenance of parking lot, dock and storage area lighting; and storm drain inspections and cleaning.

A capital outlay item to acquire a clamshell attachment for the backhoe to facilitate work on sanitary sewer lift stations that was included in the FY21 budget was eliminated in April 2020, due to COVID-19 related impacts.

Utilities Maintenance (Program 320)

Expenditures	FY 20 Actual	FY 21 Budget	FY 21 Projected	FY 22 Budget
Personnel Services	59,746	88,168	52,008	63,193
Services & Supplies	25,918	37,750	19,637	32,750
Capital Outlay		7,000	0	
Total	85,664	125,918	71,645	95,943
Funding Source(s)				
Rents	46,258	68,000	38,690	57,210
User Fees	39,405	57,918	32,955	38,733
Total	85,664	125,918	71,645	95,943
Regular Personnel				
	.5 FTE	.5 FTE	.3 FTE	.3 FTE
Temporary/Seasonal Personnel				
	N/A	N/A	N/A	N/A

FACILITIES MAINTENANCE AND ENGINEERING DEPARTMENT

Building Maintenance

There are 25 buildings housing over 40 tenants, harbor administration, operations and maintenance functions, restrooms and miscellaneous storage facilities throughout the harbor. Activities include the full spectrum of repairs, paint, carpet, roofing, HVAC, elevator service, alarm maintenance and cleaning/custodial services.

Building Maintenance (Program 330)

Expenditures	FY 20 Actual	FY 21 Budget	FY 21 Projected	FY 22 Budget
Personnel Services	100,776	102,524	113,272	125,277
Services & Supplies	222,774	286,632	232,206	269,975
Total	323,550	389,156	345,478	395,252
Funding Source(s)				
Rents	323,550	389,156	345,478	395,252
Total	323,550	389,156	345,478	395,252
Regular Personnel	1.1 FTE	1.4 FTE	1.4 FTE	1.4 FTE
Temporary/Seasonal Personnel	N/A	N/A	N/A	N/A

FACILITIES MAINTENANCE AND ENGINEERING DEPARTMENT

Grounds

Harbor property encompasses approximately nine landside acres that attract thousands of visitors each year. Activities include maintenance of landscaped areas; parking lots and meters; striping; signs; fences; walkways; commemorative plazas; retaining walls; litter collection, control and transport; recycling services; cleaning of impounded boats for lien sale; pressure washing of docks; street sweeping; and fish table cleaning and maintenance.

Grounds services and general maintenance were previously supported by one unrepresented, provisional employee whose position was eliminated in FY21 due to COVID-19 related budget impacts. Grounds services are being performed by in-house crews, with support from one part-time employee who provides weekend janitorial service and a contractor who provides garbage collection, recycling sorting and transport.

A capital outlay item that was included in the FY21 budget to acquire one used truck (to replace an existing vintage truck #27, 1996 Ford Flatbed) was eliminated in April 2020, due to COVID-19 related impacts.

Grounds (Program 340)

Expenditures	FY 20 Actual	FY 21 Budget	FY 21 Projected	FY 22 Budget
Personnel Services	372,623	409,125	361,684	369,798
Services & Supplies	355,148	428,863	368,322	417,000
Capital Outlay*	0	30,000	0	
Total	727,771	837,988	730,006	786,798
Funding Source(s)				
Rents	225,609	260,000	226,300	243,910
User Fees	502,162	577,988	503,706	542,888
Total	727,771	837,988	730,006	786,798
Regular Personnel	2.6 FTE	3.0 FTE	2.9 FTE	2.8 FTE
Temporary/Seasonal Personnel	Weekend Custodian	Weekend Custodian/HMW1 (Prov)	Weekend Custodian/HMW1 (Prov, partial year)	Weekend Custodian

FACILITIES MAINTENANCE AND ENGINEERING DEPARTMENT

Aeration Program

This program involves the annual installation of 24 electric powered aerators mounted in strategic locations throughout the harbor to respond to high fish count and low dissolved oxygen events. The harbor had experienced devastating fish kills, primarily schools of anchovies, in years past, requiring costly cleanup and repair operations. The current aeration program is a joint effort between the Facilities Maintenance and Engineering Department and the Harbor Patrol to monitor fish populations and dissolved oxygen levels, and be prepared to respond quickly to ameliorate poor conditions and prevent another kill.

Aeration Program (Program 350)

Expenditures	FY 20 Actual	FY 21 Budget	FY 21 Projected	FY 22 Budget
Personnel Services	16,828	29,078	20,317	26,340
Services & Supplies	21,640	31,500	21,083	31,000
Total	38,468	60,578	41,400	57,340
Funding Source(s)				
User Fees	38,468	60,578	41,400	57,340
Total	38,468	60,578	41,400	57,340
Regular Personnel				
	.2 FTE	.2 FTE	.2 FTE	.2 FTE
Temporary/Seasonal Personnel				
	N/A	N/A	N/A	N/A

FACILITIES MAINTENANCE AND ENGINEERING DEPARTMENT

Fishery Support

Fishery Support (formerly known as the “Ice Production” program), was established when the large Sunwell ice production plant was still in operation. The plant was removed in 2013, due to repeated failures and the high cost of maintenance and repairs, and was replaced with a smaller, compact machine that is easily managed and operated by the resident fish buyer and harbor staff. As a result, program costs dropped to very low levels.

The commercial fishing fleet, resident fish buyer and the facilities that support their activities is supported by the Port District. The FY22 budget includes funding for maintenance of the hoists, working with commercial fishermen on landings administration, and for updating policies associated with the fishery.

Fishery Support (Program 360)

Expenditures	FY 20 Actual	FY 21 Budget	FY 21 Projected	FY 22 Budget
Personnel Services	5,679	15,960	5,505	12,822
Services & Supplies	0	3,500	1,375	3,500
Total	5,679	19,460	6,880	16,322
Funding Source(s)				
User Fees	5,679	19,460	6,880	16,322
Total	5,679	19,460	6,880	16,322
Regular Personnel	.1 FTE	.1 FTE	<.1 FTE	.1 FTE
Temporary/Seasonal Personnel	N/A	N/A	N/A	N/A

FACILITIES MAINTENANCE AND ENGINEERING DEPARTMENT

Capital Projects

This program provides staffing to develop and manage the Port District's Capital Improvement Program. Work in this section may involve preliminary engineering, such as site inspections or concept development, grant applications, and other work in support of capital projects.

Capital projects recommended for FY22 are detailed in the Capital Improvement Program later in this report.

Capital Projects (Program 390)

Expenditures	FY 20 Actual	FY 21 Budget	FY 21 Projected	FY 22 Budget
Personnel Services	458	5,422	1,310	5,038
Services & Supplies	497,304	453,863	452,463	412,759
Total	497,761	459,285	453,773	417,797
Funding Source(s)				
User Fees	497,761	459,285	453,773	417,797
Total	497,761	459,285	453,773	417,797
Regular Personnel	2.0 FTE	1.7 FTE	1.8 FTE	1.5 FTE
Temporary/Seasonal Personnel	N/A	N/A	N/A	N/A

FACILITIES MAINTENANCE AND ENGINEERING DEPARTMENT

Dredging Operations

Activities involve annual dredging of the federal entrance channel and selected areas of the inner-harbor, primarily the north harbor where sedimentation from Arana Gulch most impacts depths. Also included are maintenance and repairs to the dredges *Twin Lakes* and *Squirt* and other equipment required to perform dredging (e.g., crane, submersible pump, dozer, forklift, pipe welder, and anchors).

Environmental efforts in support of Dredging Operations are budgeted separately under the Administrative Services Department and include many of the costs associated with dredge permitting, monitoring and compliance reporting to several regulatory agencies.

The U.S. Army Corps of Engineers provides support for the dredging by reimbursing 35% of the average operations and maintenance costs. The Port District is currently being reimbursed \$385,000/year, though increased annual costs are expected to increase the reimbursement rate to \$525,000/year pending Corps' review of audited expenditures. There is an anticipated funding shortfall in calendar 2021, because funding was not included in the Corps' FY21 work plan. Some items were eliminated from the draft FY22 operating budget and Dredge Intermediate Fund to ensure a balanced budget with some surplus funding.

Dredging Operations (Program 400)

Expenditures	FY 20 Actual	FY 21 Budget	FY 21 Projected	FY 22 Budget
Personnel Services	872,530	865,738	832,449	890,751
Services & Supplies	505,436	604,300	550,931	596,675
Capital Outlay	0	0	0	0
Total	1,377,966	1,470,038	1,383,380	1,487,426
Funding Source(s)				
User Fees	1,377,966	1,470,038	1,383,380	1,487,426
Total	1,377,966	1,470,038	1,383,380	1,487,426
Regular Personnel	5.3 FTE	5.3 FTE	5.4 FTE	5.3 FTE
Temporary/Seasonal Personnel	HDW (Prov)	HDW (Prov)	HDW (Prov)	HDW (Prov)

DREDGING EQUIPMENT

A major overhaul of the workboat *Dauntless* was performed in 2018. Two items scheduled as part of that overhaul were replacement of the A-frame and replacement of the deck. Replacement of the deck was reprogrammed in FY20 but never completed. Deck replacement is currently an unfunded item. A-frame replacement is reprogrammed in the Dredge Intermediate Fund (DIF) for completion in FY22.

As noted in the Dredging Operations budget program, the U.S. Army Corps of Engineers provides support for the dredging by reimbursing 35% of the average operations and maintenance costs. The Port District is currently being reimbursed \$385,000/year, though increased annual costs are expected to increase the reimbursement rate to \$525,000/year pending Corps’ review of audited expenditures. There is an anticipated funding shortfall in calendar 2021, because funding was not included in the Corps’ FY21 work plan. Some items were eliminated from the draft FY22 operating budget and DIF to ensure a balanced budget with some surplus funding.

The following items have been identified as priorities for the dredging program in FY 22.

FY 22 BUDGET -- DREDGE INTERMEDIATE FUND

ASSET	ITEM	IDENTIFIED NEEDS
TWIN LAKES	Replace Lincoln welder/generator	\$ 15,000
	Replace standby marine generator	\$ 50,000
	Spare parts replacement	\$ 25,000
		\$ 90,000
DAUNTLESS	A-Frame Repair	\$ 25,000
		\$ 25,000
MISCELLANEOUS		
Pipeline, Fittings and Hoses	16" Flexible Dredge Hoses	\$ 55,000
	Beach Valves (3) and Hydraulics	\$ 38,000
		\$ 93,000
FY22 IDENTIFIED DREDGE INTERMEDIATE FUND NEEDS		\$ 208,000
PROJECTED FY21 DREDGE INTERMEDIATE FUND BALANCE		\$ 35,238
PROJECTED FY22 DREDGE INTERMEDIATE FUNDING NEED		\$ 172,762

DREDGING EQUIPMENT (continued from previous page)

Unfunded Dredge Intermediate Fund Items

The following equipment / recommended funding set-asides are unfunded in the FY22 DIF:

FY22 UNFUNDED DREDGE INTERMEDIATE FUND ITEMS			
<i>Twin Lakes</i>	*Haul (partial set aside)	\$	75,000
	Wireless walkway winch	\$	12,000
<i>Dauntless</i>	Deck replacement	\$	52,000
Miscellaneous	*Tracked Fusion Machine Trailer	\$	8,200
	Truck (est @ \$35,000 to \$70,000)	\$	35,000
	Toyo barge	\$	200,000
	Spare Skagit winch rebuild		<i>Not identified</i>

**Items eliminated from the draft FY22 budget due to loss of FY21 USACE work plan funding*

The Toyo barge was funded in the FY21 DIF, but eliminated in April 2020, due to COVID-19-related budget impacts.

CAPITAL OUTLAY

The following capital outlay items are included in the FY22 budget:

- Fuel Services: \$22,000 for replacement of manholes over the in-ground fuel tanks and pumps.

CAPITAL IMPROVEMENT PROGRAM

The Capital Improvement Program and fund balance propose \$340,600 in funding for capital improvement projects in FY22, and reallocation of some existing funding in support of identified projects.

The proposed 5-Year Capital Improvement Program is included as Appendix D.

DEBT SERVICE

During FY14, the District embarked on a refinancing (aka “refunding”) of its existing debt which comprised loans from the California Department of Boating and Waterways (DBW) and bonds financed through the California Maritime Infrastructure Association (CMIA). The DBW loans carried an interest rate of 4.5%, and interest on the CMIA bonds ranged from 5.3% to 8.4%. The existing debt was scheduled for pay off in 2042. DBW loans had been used to finance reconstruction of G, J, W and X dock following the 1989 Loma Prieta earthquake. CMIA bonds were used to finance improvements at 2222 East Cliff Drive, AA Dock and 555 Brommer Street Extension.

One goal of the refinancing program was to reduce the District’s debt to a level that would allow additional borrowing in order to fund a replacement for the aging dredge *Seabright*. The estimated cost of a new dredge was \$3-4 million.

Funding in the amount of \$4 million to replace the dredge *Seabright* and \$750,000 to pay off existing pension withdrawal liability was added to the financing package for a total amount of \$16,803,405. The table below illustrates the District’s financing needs, refinanced debt and payoff years for each.

Financing Needs	Source	Principal Amount (in 000’s)	Interest Rate	Total Cost	Payoff Year
Tax Exempt Loans	DBW	9,116	4.5%	14,620	2042
Tax Exempt Bonds	CMIA	835	5.3%	1,150	2024
Taxable Bonds ¹	CMIA	1,670	8.4%	2,612	2024
Tax Exempt Loan	CSDA	4,000	7.5%	6,696	2029
Tax Exempt Loan	Unknown	750	7.5%	1,274	2029
TOTALS:		16,371		26,352	
Refinanced					
Tax Exempt Loans	BBVA Compass Bank	14,419	3.09%	18,454	2029
Taxable Bonds	BBVA Compass Bank	2,384	4.74%	3,131	2026
TOTALS:		16,803		21,585	

A term of the refinancing package required the District to terminate its line of credit with Comerica Bank. The District replaced it with a \$4 million line of credit at BBVA Compass Bank, which was needed at the time to provide funding for tsunami repair work. The line of credit limit was reduced in FY15 in order to save “unused credit” fees on the line. In FY18, the term on \$2 million line of credit was extended.

¹ The interest rate the District was paying toward CMIA Series 2004C Bonds was scheduled to increase from 7.5% to 8.4% in May 2014.

DEBT SERVICE

The District’s agreements with BBVA Compass Bank included covenants to maintain adequate coverage for debt service for the life of the loans. Debt Service Ratio (DSR) covenants required the District to prescribe and collect fees and charges for services at least equal to 125% of its debt service after operating and maintenance expenses for the fiscal year. In addition, the District’s revenues were required to at least equal 140% of its debt service after operating and maintenance expenses or be subject to depositing additional funds with the bank to be held in reserve.

During FY19, the Port District secured \$3,350,000 in new tax-exempt financing from BBVA Compass Bank at an interest rate of 3.5% to fund two Capital Improvements Projects: the Aldo’s Seawall Replacement Project (F027) and the Piling Replacement Project (F005). The Port District successfully negotiated a reduction to its Debt Service Ratio (DSR) covenants. While the Port District is required to prescribe and collect fees and charges for services at least equal to 125% of the debt service after operating and maintenance expenses for the fiscal year, it is no longer required to achieve revenues equal to 140% of its debt service after operating and maintenance expenses or be subject to depositing additional funds to be held in reserve. Additionally, BBVA Compass Bank agreed to treat non-cash pension liability like depreciation for purposes of calculating the Port District’s DSR. A term of the new debt financing package required the District to terminate its \$2 million line of credit with BBVA Compass Bank. These amended terms apply to the Port District’s new debt and debt refinanced in FY14.

The table below illustrates the District’s new debt acquired in FY19, and payoff years for each.

Refinanced	Source	Principal Amount (in 000’s)	Interest Rate	Total Cost	Payoff Year
Tax Exempt Loan	BBVA Compass Bank	\$1,750	3.50%	\$2,253	2034
Tax Exempt Loan	BBVA Compass Bank	\$1,600	3.50%	\$2,060	2034
TOTALS:		\$3,350		\$4,314	

Appendix B shows the Port District’s current debt with principal and interest payments for the refunding acquired in FY14, and new debt acquired in FY19, due each year through FY34 assuming no additional borrowing occurs, and provides Debt Service Coverage Ratios (DSRs) for FY18, FY19 and FY20 (audited), FY21 (projected), and FY22 (draft budget).

Santa Cruz Port District
MISSION STATEMENT

The primary mission of the Santa Cruz Port Commission is to ensure that Santa Cruz Harbor is a viable operational and financial entity, providing a full array of boating and marine related opportunities for the public.

GOALS

The Port Commission has adopted the following goals:

- Maintain the harbor and harbor entrance to design depths and in the safest condition practical.
- Maintain the facility at a high level of serviceability in regard to function, modernism, longevity, aesthetics and cleanliness.
- Provide for an expansive array of affordable, accessible and available marine facilities and services for the boating public.
- Meet all current and long-term Port District financial responsibilities.
- Contain costs and keep prices as low as practical while still meeting all other financial and operational objectives.
- Operate the harbor as a regional facility in accordance with the three 1958 federal legislative mandates -- "recreation," "commercial fishing," "harbor of refuge."
- Provide for a variety of businesses as a community resource to be enjoyed by all citizens.
- Provide and encourage marine educational opportunities in the harbor for all, especially school children.
- Provide marine rescue services in conjunction with other agencies to the degree which funds and safety considerations allow.
- Comply with all environmental and regulatory laws which apply to Santa Cruz Harbor operations.
- Participate in the management and stewardship of surrounding watersheds with particular emphasis on erosion control and water quality.
- Provide timely information to the public relating to Port Commission public meetings and actions.

Adopted by the Santa Cruz Port Commission on 01/25/05.

Santa Cruz Port District
General Fund Reserve Policy
Adopted November 24, 2015

Reserve Policy Objectives

To strengthen the financial stability of the District against economic uncertainty, unexpected situations such as natural or man-made disasters, unanticipated drop in revenues, and other unforeseen emergencies or extraordinary circumstances that the Port District may face that are infrequent in occurrence.

Target Amount Held in Reserve

The Port District will strive to hold in reserve an amount equal to 25 percent of the District's annual operating expenses in the current fiscal year's adopted general fund budget. The District recognizes that reserve fund amount may fluctuate and may need to be rebuilt over time as needed.

Funding Sources

The reserve fund will generally come from one-time revenue and from excess revenues over expenditures. Examples of one-time revenue include infrequent sales of Port District assets, infrequent revenues from development and grants, or other sources that are typically non-recurring in nature.

Conditions on Use of Reserves

The use of reserves shall generally be limited to unanticipated, non-recurring needs. Reserve fund balances shall not be used for normal or recurring annual operating expenditures.

The Port Director shall make recommendations to the Port Commission for use of reserves. Appropriations from this reserve fund shall require a resolution approved by the Port Commission.

Requests for use of reserves shall occur only after exhausting the current year's budgetary flexibility. The Port Director shall, within six months of its use, present to the Port Commission a plan and timeline for replenishing the reserve fund. .

Santa Cruz Port District

INVESTMENT POLICY



**Santa Cruz Port District
135 5th Avenue
Santa Cruz, CA 95062
(831) 475-6161**

November 27, 2018

INVESTMENT POLICY

TABLE OF CONTENTS

<u>SECTION</u>	<u>PAGE #</u>
INTRODUCTION	1
PURPOSE	1
AUTHORITY	1
BASIC POLICY AND OBJECTIVES	2
PERMITTED INVESTMENTS AND LIMITATIONS	3
<u>ATTACHMENTS</u>	
CALIFORNIA DEBT AND INVESTMENT ADVISORY COMMISSION (CDIAC)	
A - ALLOWABLE INVESTMENT INSTRUMENTS, FIGURE 1	
B - TABLE OF NOTES FOR FIGURE 1	

Santa Cruz Port District

INVESTMENT POLICY

INTRODUCTION

Santa Cruz Port District is a municipal corporation and a political subdivision of the State of California. It is governed by an elected Board of Commissioners; the investment policy is administered through an executive officer, the Port Director.

The responsibilities and authority of the Santa Cruz Port Commission are prescribed in the State of California Harbors and Navigation Code, Part 4, Sec. 6200.

PURPOSE

This statement is intended to set policy and provide direction to the Port Director of the Santa Cruz Port District for the prudent and beneficial investment of all funds and monies of the District.

AUTHORITY

The Government Code of the State of California (Government Code), primarily section 53601 and related subsections, authorizes the types of investment vehicles allowed in a California local agency's portfolio. The investment vehicles emphasize preservation of capital and are a conservative set of investments. The authority to invest (as defined in the Government Code) is delegated to the local agency's legislative body for re-delegation to its finance officer. Under no circumstance is the local agency finance officer permitted to purchase an investment that is not specifically authorized by law and within the scope of investments delegated by the local agency's governing board.

This Investment Policy grants the Port Director the authority to act as Finance Officer (Trustee) and manage investments for the Santa Cruz Port District. The Santa Cruz Port Commission will serve in the role of investment committee, responsible for setting investment policy and providing oversight.

The Port Commission, under authorized contract, may delegate certain responsibilities to professional experts in various fields, including but not limited to:

- Investment Consultant: An investment consultant may be retained assist the Port Director in selecting investment options in compliance with State of California public fund management

- guidelines; reviewing such options over time; measuring and evaluating investment performance; and other tasks as deemed appropriate.
- Designated officers as allowed under California Government Code Sections 53601-53610 and 53620-53622 and/or successor statutes for purposes of assuming fiduciary responsibility for administering and managing certain investments, such as a Section 115 trust to prefund Other Post-Employment Benefits or pension liabilities.
 - Additional specialists such as attorneys, auditors, actuaries and others who may be contracted by the District.

Adoption of this policy was made at a regular meeting of the Port Commission on November 27, 2018. The Port Commission, acting as Investment Committee, may adopt other amendments to this policy due to a change in the District's goals and objectives, which shall require an affirmative vote by a majority of the Port Commission. This policy is intended to allow investment in accordance with state and federal laws and successor statutes, and therefore a statute change may not be require a change in this policy. Investment Policy Attachments A and B shall be updated by the Finance Officer, as needed, to reflect current California Debt and Investment Advisory Commission (CDIAC) guidance.

BASIC POLICY AND OBJECTIVES

In accordance with public fund management guidelines, the Santa Cruz Port District investment policy is a conservative policy guided by the objectives of safety, liquidity and yield, in accordance with Government Code Section 53600.5, which states, *"When investing, reinvesting, purchasing, acquiring, exchanging, selling, or managing public funds, the primary objective of a Trustee shall be to safeguard the principal of the funds under its control. The secondary objective shall be to meet the liquidity needs of the depositor. The third objective shall be to achieve a return on the funds under its control."*

The following are objectives:

Performance Expectations: The Port District's cash management portfolio shall be designed with the objective of regularly meeting or exceeding the average yield of the State of California Local Agency Investment Fund (LAIF). The enabling legislation for LAIF is Section 16429.1 et seq. of the California Government Code. LAIF as an indicator is considered a benchmark for lower risk investment transactions and therefore comprises a minimum standard for the portfolio's rate of return. The investment program shall seek to augment returns above this threshold, consistent with risk limitations identified herein and prudent investment principles, when feasible. The investment program may also seek to reduce Other Post Employment (OPEB) or pension liabilities.

Prudence: The standard of prudence to be used by investment officials shall be the "Uniform Prudent Management of Institutional Funds Act" (UPMIFA) standard and shall be applied in the context of managing an overall portfolio. Investment officers acting in accordance with written procedures and this investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations

from expectations are reported in a timely fashion and the liquidity and the sale of securities are carried out in accordance with the terms of this policy.

Reporting Requirements: The quarterly financial reports presented to the Santa Cruz Port Commission, typically presented at regularly scheduled public meetings in July, October, and January, and shall include information about investment performance. (Note: Fiscal year end quarterlies are not typically presented to the Commission, but are reviewed as part of the year-end audit process.)

Performance Review: The Santa Cruz Port Commission shall perform periodic appraisals of the investment portfolio and investment policy to evaluate the effectiveness of the District's investment program. The Investment Policy shall be presented with the annual budget document.

Ethics and Conflicts of Interest: Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial decisions. Employees and investment officials shall disclose any material interests in financial institutions with which they conduct business, in accordance with applicable laws. They shall further disclose any personal financial/investment positions that could be related to the performance of the investment portfolio. Employees and officers shall refrain from undertaking personal investment transactions with the same individual with whom business is conducted on behalf of the Port District.

Investment Portfolio Compliance: The Port District's investment portfolio must be in compliance with statute at the time that investments are purchased. The investment portfolio shall be monitored, as practical, for subsequent changes in percentages resulting from non-purchase activity or changes in credit rating of existing securities. If, as a result of monitoring, it is discovered that the portfolio or individual investments are deemed to be out of compliance with either statute or this Investment Policy, such non-compliance shall be reported by the Port Director to the Port Commission within five working days along with a detailed explanation for the variance and recommended course of action.

Exceptions: When investing in funds deemed suitable for public investment such as LAIF, a Joint Powers Authority Pool or Voluntary Investment Program Fund as described in Attachment A, California Debt and Investment Advisory Commission (CDIAC) Figure 1, no maximum specified percentage of portfolio shall apply.

Conflicts: In the event any provision this Investment Policy is in conflict with any of the statutes referred to herein or any other State or Federal statutes, the provisions of each statute shall govern.

PERMITTED INVESTMENTS AND LIMITATIONS

Permitted Investments

The California Government Code contains specific provisions regarding the types of investments and practices permitted after considering the broad requirement of preserving principal and maintaining liquidity before seeking yield. These provisions are intended to promote the use of reliable, diverse and safe investments instruments to ensure a prudently managed portfolio worthy of public trust.

Government Code Sections 16340, 16429.1, 53601, 53601.6, 53601.8, 53635, 53635.2, 53635.8, 53638, and 53684 include a number of requirements on how and where public money may be invested. CDIAC Figure 1 provides a synopsis of the permitted investment instruments and limitations on each, in which all local agencies may invest as summarized by CDIAC, Local Agency Investment Guidelines, Update for 2018).

The Port District may invest only in those instruments specified in State law; however, the Port Commission may set a more stringent standard.

To the extent allowable by statute, the Finance Officer and Investment Committee (Port Commission) may consider investment in funds, such as those allowable under an irrevocable Section 115 Trust of the Internal Revenue Code, designated for the payment of employee retiree health benefits (Other Post Employment Benefits "OPEB") as authorized under Government Code Sections 53620-53622 or a Pension Prefunding Trust Program "PPTP," currently under development by CalPERS as authorized by SB 1413, which may provide a future investment opportunity.

Limitations on Investments

Limitations as established by law are subject to change as established by the State Treasurer. A listing of limitations on investments are as summarized by CDIAC, Local Agency Investment Guidelines, Update for 2018, are shown in the Table of Notes appended to Table 1. As noted above, investment options and limitations are subject to change as established by the State Treasurer from time to time.

The Trustee, with guidance and approval of the Investment Committee (Port Commission), may adopt additional limitations on investments over time, which shall be made a part of this policy.

ATTACHMENTS

ATTACHMENT A.....CDIAC ALLOWABLE INVESTMENT INSTRUMENTS, FIGURE 1

ATTACHMENT B.....CDIAC TABLE OF NOTES FOR FIGURE 1

ATTACHMENT A

FIGURE 1

ALLOWABLE INVESTMENT INSTRUMENTS PER STATE GOVERNMENT CODE (AS OF JANUARY 1, 2018)^A APPLICABLE TO ALL LOCAL AGENCIES^B

See "Table of Notes for Figure 1" on the next page for footnotes related to this figure.

INVESTMENT TYPE	MAXIMUM MATURITY ^C	MAXIMUM SPECIFIED % OF PORTFOLIO ^D	MINIMUM QUALITY REQUIREMENTS
Local Agency Bonds	5 years	None	None
U.S. Treasury Obligations	5 years	None	None
State Obligations—CA And Others	5 years	None	None
CA Local Agency Obligations	5 years	None	None
U.S Agency Obligations	5 years	None	None
Bankers' Acceptances	180 days	40% ^E	None
Commercial Paper—Pooled Funds ^F	270 days	40% of the agency's money ^G	Highest letter and number rating by an NRSRO ^H
Commercial Paper—Non-Pooled Funds ^F	270 days	25% of the agency's money ^G	Highest letter and number rating by an NRSRO ^H
Negotiable Certificates of Deposit	5 years	30% ^J	None
Non-negotiable Certificates of Deposit	5 years	None	None
Placement Service Deposits	5 years	30% ^K	None
Placement Service Certificates of Deposit	5 years	30% ^K	None
Repurchase Agreements	1 year	None	None
Reverse Repurchase Agreements and Securities Lending Agreements	92 days ^L	20% of the base value of the portfolio	None ^M
Medium-Term Notes ^N	5 years	30%	"A" rating category or its equivalent or better
Mutual Funds And Money Market Mutual Funds	N/A	20%	Multiple ^{P,Q}
Collateralized Bank Deposits	5 years	None	None
Mortgage Pass-Through Securities	5 years	20%	"AA" rating category or its equivalent or better ^R
County Pooled Investment Funds	N/A	None	None
Joint Powers Authority Pool	N/A	None	Multiple ^S
Local Agency Investment Fund (LAIF)	N/A	None	None
Voluntary Investment Program Fund ^T	N/A	None	None
Supranational Obligations ^U	5 years	30%	"AA" rating category or its equivalent or better

TABLE OF NOTES FOR FIGURE 1

- ^A Sources: Sections 16340, 16429.1, 53601, 53601.8, 53635, 53635.2, 53635.8, and 53638.
- ^B Municipal Utilities Districts have the authority under the Public Utilities Code Section 12871 to invest in certain securities not addressed here.
- ^C Section 53601 provides that the maximum term of any investment authorized under this section, unless otherwise stated, is five years. However, the legislative body may grant express authority to make investments either specifically or as a part of an investment program approved by the legislative body that exceeds this five year maturity limit. Such approval must be issued no less than three months prior to the purchase of any security exceeding the five-year maturity limit.
- ^D Percentages apply to all portfolio investments regardless of source of funds. For instance, cash from a reverse repurchase agreement would be subject to the restrictions.
- ^E No more than 30 percent of the agency's money may be in bankers' acceptances of any one commercial bank.
- ^F "Select Agencies" are defined as a "city, a district, or other local agency that do[es] not pool money in deposits or investment with other local agencies, other than local agencies that have the same governing body."
- ^G Local agencies, other than counties or a city and county, may purchase no more than 10 percent of the outstanding commercial paper of any single issuer.
- ^H Issuing corporation must be organized and operating within the U.S., have assets in excess of \$500 million, and debt other than commercial paper must be in a rating category of "A" or its equivalent or higher by a nationally recognized statistical rating organization, or the issuing corporation must be organized within the U.S. as a special purpose corporation, trust, or LLC, has program wide credit enhancements, and has commercial paper that is rated "A-1" or higher, or the equivalent, by a nationally recognized statistical rating agency.
- ^I "Other Agencies" are counties, a city and county, or other local agency "that pools money in deposits or investments with other local agencies, including local agencies that have the same governing body." Local agencies that pool exclusively with other local agencies that have the same governing body must adhere to the limits set for "Select Agencies," above.
- ^J No more than 30 percent of the agency's money may be in negotiable certificates of deposit that are authorized under Section 53601(i).
- ^K No more than 30 percent of the agency's money may be invested in deposits, including certificates of deposit, through a placement service (excludes negotiable certificates of deposit authorized under Section 53601(i)).
- ^L Reverse repurchase agreements or securities lending agreements may exceed the 92-day term if the agreement includes a written codicil guaranteeing a minimum earning or spread for the entire period between the sale of a security using a reverse repurchase agreement or securities lending agreement and the final maturity dates of the same security.
- ^M Reverse repurchase agreements must be made with primary dealers of the Federal Reserve Bank of New York or with a nationally or state chartered bank that has a significant relationship with the local agency. The local agency must have held the securities used for the agreements for at least 30 days.
- ^N "Medium-term notes" are defined in Section 53601 as "all corporate and depository institution debt securities with a maximum remaining maturity of five years or less, issued by corporations organized and operating within the United States or by depository institutions licensed by the United States or any state and operating within the United States"
- ^O No more than 10 percent invested in any one mutual fund. This limitation does not apply to money market mutual funds.
- ^P A mutual fund must receive the highest ranking by not less than two nationally recognized rating agencies or the fund must retain an investment advisor who is registered with the SEC (or exempt from registration), has assets under management in excess of \$500 million, and has at least five years' experience investing in instruments authorized by Sections 53601 and 53635.
- ^Q A money market mutual fund must receive the highest ranking by not less than two nationally recognized statistical rating organizations or retain an investment advisor registered with the SEC or exempt from registration and who has not less than five years' experience investing in money market instruments with assets under management in excess of \$500 million.
- ^R Issuer must be rated in a rating category of "A" or its equivalent or better as provided by a nationally recognized statistical rating organization.
- ^S A joint powers authority pool must retain an investment advisor who is registered with the SEC (or exempt from registration), has assets under management in excess of \$500 million, and has at least five years' experience investing in instruments authorized by Section 53601, subdivisions (a) to (o).
- ^T Local entities can deposit between \$200 million and \$10 billion into the Voluntary Investment Program Fund, upon approval by their governing bodies. Deposits in the fund will be invested in the Pooled Money Investment Account.
- ^U Only those obligations issued or unconditionally guaranteed by the International Bank for Reconstruction and Development (IBRD), International Finance Corporation (IFC), and Inter-American Development Bank (IADB).

SANTA CRUZ PORT DISTRICT
 PRINCIPAL AND INTEREST DETAIL
 Updated January 28, 2021

Source	Loan #	FY13	FY14	FY15	FY16	FY17	FY18	FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34
INTEREST																							
Cal Boating	5	5,301	2,709																				
Cal Boating	6	6,975	4,751																				
Cal Boating	7	10,011	7,671																				
Cal Boating	8	43,975	40,798																				
Cal Boating	9	73,044	69,185																				
Cal Boating	10	67,881	65,545																				
emerg500		87,371	85,331																				
Cal Boating	12	0	159,805																				
Cal Boating	12a	0	0																				
CMIA		210,843	200,043	92,738																			
OE3 Pension Trust		54,365	57,102	51,443																			
BBVA Tax Exempt		183,169	17,581	433,326	412,836	389,156	364,738	339,560	313,598	286,827	259,768	233,501	206,416	178,487	149,689	119,994	89,374	57,801	16,786				
BBVA Taxable					103,862	95,642	86,995	77,943	68,503	58,641	48,209	37,296	25,991	11,877	3,718	525							
BBVA Tax Exempt								22,288	58,606	55,370	52,021	48,553	44,962	41,245	37,396	33,412	29,287	25,016	20,595	16,017	11,278	6,372	1,292
BBVA Tax Exempt								20,378	53,583	50,624	47,562	44,391	41,108	37,710	34,191	30,548	26,777	22,872	18,830	14,644	10,312	5,826	1,181
BBVA RLOC			18,010					Cancelled															
Subtotal Interest Payments		-562,503	-907,964	-687,630	-516,698	-484,798	-451,734	-460,169	-494,290	-451,463	-407,559	-363,740	-318,477	-269,318	-224,994	-184,479	-145,438	-105,690	-56,211	-30,662	-21,590	-12,197	-2,473
PRINCIPAL																							
Cal Boating	5	57,608	60,200	552,388																			
Cal Boating	6	49,409	51,633																				
Cal Boating	7	52,002	54,342																				
Cal Boating	8	70,603	73,781																				
Cal Boating	9	85,737	89,598																				
Cal Boating	10	51,902	54,239																				
Cal Boating	12	39,017	41,057																				
emerg500		0	0																				
Cal Boating	12a	0	0																				
CMIA		175,000	190,000	2,505,000																			
OE3 Pension Trust		43,400	46,321																				
BBVA Tax Exempt		40,663	43,400																				
BBVA Taxable		130,988	139,468	737,468	760,433	784,113	808,531	833,709	859,671	886,442	843,501	869,768	896,853	924,782	953,580	983,275	1,013,895	1,045,468	1,086,483				
BBVA Tax Exempt		31,421	31,421	119,062	171,147	180,237	188,924	197,186	205,006	217,210	228,740	234,713	249,833	261,310	261,310	261,310	261,310	261,310	261,310	261,310	261,310	261,310	261,310
BBVA Tax Exempt																							
BBVA Tax Exempt																							
BBVA RLOC			0																				
Subtotal Principal Payments		-621,940	-820,658	-3,860,239	-931,580	-964,351	-997,454	-1,132,039	-1,240,105	-1,285,274	-1,260,274	-1,298,153	-1,348,232	-1,394,754	-1,254,502	-1,221,694	-1,245,448	-1,285,196	-1,334,676	-256,955	-266,027	-275,419	-141,335
TOTAL PRINCIPAL AND INTEREST PAYMENTS		-1,184,443	-1,728,622	-4,647,868	-1,448,278	-1,449,148	-1,449,188	-1,592,207	-1,734,395	-1,736,737	-1,662,833	-1,662,894	-1,666,710	-1,664,072	-1,479,486	-1,406,173	-1,390,886	-1,390,886	-1,390,887	-287,617	-287,617	-287,616	-143,808

Payments on CMIA bonds were made from funds held in escrow as part of FY14 debt refinance.

Santa Cruz Port District
Historical Revenues and Expenses
Debt Service Coverage Projection

	2018 Audited	2019 Audited	2020 Audited	2021 Budget	2021 Projected	2022 Budget
Operating Revenues						
Charges for berthing and services	\$ 7,181,501	\$ 7,372,983	\$ 7,920,084	\$ 7,714,702	\$ 7,472,870	\$ 7,889,775
Rent and concessions	\$ 1,889,238	\$ 1,838,345	\$ 1,893,576	\$ 2,016,320	\$ 1,898,286	\$ 1,825,000
Total Operating Revenues	\$ 9,070,739	\$ 9,211,328	\$ 9,813,660	\$ 9,731,022	\$ 9,371,156	\$ 9,714,775
Operating Expenses						
Depreciation and Amortization	\$ 1,824,754	\$ 1,830,080	\$ 1,954,934			\$ -
CalPERS Unfunded Liability (Non-cash)	\$ 489,486	\$ 313,404	\$ 338,085			\$ -
OPEB Liability (Non-cash)		\$ 70,313	\$ 67,186			\$ -
Dredging Operations	\$ 1,234,002	\$ 1,232,182	\$ 1,369,670	\$ 1,470,038	\$ 1,383,380	\$ 1,487,426
Administrative Services	\$ 632,156	\$ 653,783	\$ 759,880	\$ 778,728	\$ 786,225	\$ 764,483
Grounds	\$ 633,063	\$ 750,251	\$ 727,772	\$ 837,988	\$ 730,006	\$ 786,798
Fuel Services	\$ 350,664	\$ 413,682	\$ 536,061	\$ 590,261	\$ 394,693	\$ 491,444
Harbor Patrol	\$ 627,790	\$ 641,569	\$ 683,549	\$ 712,349	\$ 668,509	\$ 721,534
Property Management	\$ 403,528	\$ 474,209	\$ 480,408	\$ 538,859	\$ 517,755	\$ 546,648
Marina Management	\$ 492,804	\$ 544,303	\$ 434,290	\$ 516,390	\$ 468,294	\$ 512,134
Buildings	\$ 259,087	\$ 322,642	\$ 323,550	\$ 389,156	\$ 345,478	\$ 395,252
Parking Services	\$ 360,565	\$ 357,156	\$ 341,396	\$ 371,526	\$ 244,044	\$ 323,993
Docks, Piers, Marine Structures	\$ 317,187	\$ 270,617	\$ 237,013	\$ 263,751	\$ 279,220	\$ 297,927
Debt issuance costs	\$ -	\$ -	\$ -			\$ -
Finance & Purchasing	\$ 165,863	\$ 170,690	\$ 181,208	\$ 207,570	\$ 185,236	\$ 209,575
Environmental & Permitting	\$ 131,817	\$ 143,423	\$ 174,318	\$ 195,610	\$ 152,250	\$ 195,175
Utilities	\$ 107,964	\$ 87,508	\$ 85,665	\$ 125,918	\$ 71,645	\$ 95,943
Aeration	\$ 44,900	\$ 36,840	\$ 38,467	\$ 60,578	\$ 41,400	\$ 57,340
Rescue Services	\$ 97,308	\$ 95,508	\$ 99,549	\$ 119,260	\$ 88,701	\$ 122,463
Boatyard Operations	\$ 221,938	\$ 254,419	\$ 274,979	\$ 292,540	\$ 291,198	\$ 324,636
Port Commission Support	\$ 48,164	\$ 45,923	\$ 52,156	\$ 80,350	\$ 47,484	\$ 57,089
Capital Projects	\$ 9,716	\$ 1,022	\$ 6,812	\$ 459,285	\$ 453,773	\$ 417,797
Events	\$ 32,313	\$ 30,682	\$ 30,440	\$ 34,791	\$ -	\$ 35,344
Fishery Support	\$ 2,452	\$ 2,762	\$ 5,680	\$ 19,460	\$ 6,880	\$ 16,322
Total Expenses	\$ 8,487,521	\$ 8,742,968	\$ 9,203,068	\$ 8,064,408	\$ 7,156,171	\$ 7,859,323
Non-Operating Revenue (Expenses)						
County revenues for public services	\$ 36,228	\$ 12,493	\$ 49,985	\$ 50,000	\$ 50,000	\$ 50,000
Grants and Other Income	\$ 140,189	\$ 111,403	\$ 37,826	\$ 42,000	\$ 42,000	\$ 42,000
Dredging Reimbursement USACE	\$ 485,000	\$ 449,000	\$ 385,000	\$ 385,000	\$ 385,000	\$ -
Interest Income	\$ 96,293	\$ 242,056	\$ 265,810	\$ 180,000	\$ 73,287	\$ 79,500
Interest Expense	\$ (444,310)	\$ (476,885)	\$ (491,385)	\$ (451,463)	\$ (451,463)	\$ (407,559)
Other Income (Expenses)	\$ 44,912	\$ 188,516	\$ 2,809	\$ 60,000	\$ 55,310	\$ 60,000
Total Non-Operating Income (Expenses)	\$ 358,312	\$ 526,583	\$ 250,045	\$ 265,537	\$ 154,134	\$ (176,059)
Debt Service Coverage Calculation						
(+) Gross Revenues	\$ 9,070,739	\$ 9,211,328	\$ 9,813,660	\$ 9,731,022	\$ 9,371,156	\$ 9,714,775
(-) Maintenance and operating expenses	\$ (8,487,521)	\$ (8,742,968)	\$ (9,203,068)	\$ (8,064,408)	\$ (7,156,171)	\$ (7,859,323)
(+) Depreciation and Amortization	\$ 1,824,754	\$ 1,830,080	\$ 1,954,934			
(+) CalPERS Unfunded Liability (Non-cash)	\$ 489,486	\$ 313,404	\$ 338,085			
(+) OPEB Liability (Non-cash)	\$ -	\$ 70,313	\$ 67,186			
(=) Net Operating Income	\$ 2,897,458	\$ 2,682,157	\$ 2,970,797	\$ 1,666,614	\$ 2,214,985	\$ 1,855,452
(+) Interest Income	\$ 96,293	\$ 242,056	\$ 265,810	\$ 180,000	\$ 73,287	\$ 79,500
(+) Non-operating Income	\$ 44,912	\$ 188,516	\$ 2,809	\$ 60,000	\$ 55,310	\$ 60,000
(+) Grants	\$ 176,417	\$ 123,896	\$ 87,811	\$ 92,000	\$ 92,000	\$ 92,000
(+) Dredging Reimbursement USACE	\$ 485,000	\$ 449,000	\$ 385,000	\$ 385,000	\$ 385,000	
(=) Net Revenues Available for Debt Service	\$ 3,700,080	\$ 3,685,625	\$ 3,712,227	\$ 2,383,614	\$ 2,820,582	\$ 2,086,952
(+) Current Portion Long Term Debt	\$ 1,048,837	\$ 1,254,451	\$ 1,299,163	\$ 1,285,274	\$ 1,285,274	\$ 1,260,274
(+) Interest Expense	\$ 444,310	\$ 476,885	\$ 491,385	\$ 451,463	\$ 451,463	\$ 407,559
(=) Total Debt Service	\$ 1,493,147	\$ 1,731,336	\$ 1,790,548	\$ 1,736,737	\$ 1,736,737	\$ 1,667,833
Debt Service Coverage Ratio (DSCR)	2.48x	2.13x	2.07x	1.37x	1.62x	1.25x
Required DSCR	1.25x	1.25x	1.25x	1.25x	1.25x	1.25x

APPENDIX C



**California Public Employees' Retirement System
Actuarial Office**

400 Q Street, Sacramento, CA 95811 | Phone: (916) 795-3000 | Fax: (916) 795-2744
888 CalPERS (or 888-225-7377) | TTY: (877) 249-7442 | www.calpers.ca.gov

July 2020

**Miscellaneous First Tier Plan of the Santa Cruz Port District
(CalPERS ID: 3817767080)
Annual Valuation Report as of June 30, 2019**

Dear Employer,

Attached to this letter, you will find the June 30, 2019 actuarial valuation report of your CalPERS pension plan. **Provided in this report is the determination of the minimum required employer contributions for fiscal year 2021-22.** In addition, the report contains important information regarding the current financial status of the plan as well as projections and risk measures to aid in planning for the future.

Because this plan is in a risk pool, the following valuation report has been separated into two sections:

- Section 1 contains specific information for the plan including the development of the current and projected employer contributions, and
- Section 2 contains the Risk Pool Actuarial Valuation appropriate to the plan as of June 30, 2019.

Section 2 can be found on the CalPERS website (www.calpers.ca.gov). From the home page, go to "*Forms & Publications*" and select "*View All*". In the search box, enter "*Risk Pool*" and from the results list download the Miscellaneous or Safety Risk Pool Actuarial Valuation Report as appropriate.

Your June 30, 2019 actuarial valuation report contains important actuarial information about your pension plan at CalPERS. Your assigned CalPERS staff actuary, whose signature appears in the Actuarial Certification section on page 1, is available to discuss the report with you after August 1, 2020.

Actuarial valuations are based on assumptions regarding future plan experience including investment return and payroll growth, eligibility for the types of benefits provided, and longevity among retirees. The CalPERS Board of Administration adopts these assumptions after considering the advice of CalPERS actuarial and investment teams and other professionals. Each actuarial valuation reflects all prior differences between actual and assumed experience and adjusts the contribution rates as needed. This valuation is based on an investment return assumption of 7.0% which was adopted by the board in December 2016. Other assumptions used in this report are those recommended in the CalPERS Experience Study and Review of Actuarial Assumptions report from December 2017.

Required Contribution

The exhibit below displays the minimum employer contributions, before any cost sharing, for fiscal year 2021-22 along with estimates of the required contributions for fiscal year 2022-23. Member contributions other than cost sharing (whether paid by the employer or the employee) are in addition to the results shown below. **The employer contributions in this report do not reflect any cost sharing arrangements you may have with your employees.**

Fiscal Year	Employer Normal Cost Rate	Employer Amortization of Unfunded Accrued Liability
2021-22	11.59%	\$352,614
<i>Projected Results</i>		
2022-23	11.6%	\$389,000

The actual investment return for fiscal year 2019-20 was not known at the time this report was prepared. The projections above assume the investment return for that year would be 7.00%. ***To the extent the actual investment return for fiscal year 2019-20 differs from 7.00%, the actual contribution requirements for fiscal year 2022-23 will differ from those shown above.*** For additional details regarding the assumptions and methods used for these projections please refer to the "Projected Employer Contributions" in the "Highlights and Executive Summary" section. This section also contains projected required contributions through fiscal year 2026-27.

Changes from Previous Year's Valuation

The CalPERS Board of Administration has adopted a new amortization policy effective with the June 30, 2019 actuarial valuation. The new policy shortens the period over which actuarial gains and losses are amortized from 30 years to 20 years with the payments computed as a level dollar amount. In addition, the new policy does not utilize a 5-year ramp-up and ramp-down on Unfunded Accrued Liability (UAL) bases attributable to assumption and method changes and non-investment gains/losses. The new policy does not utilize a 5-year ramp-down on investment gains/losses. These changes apply only to new UAL bases established on or after June 30, 2019.

Further descriptions of general changes are included in the "Highlights and Executive Summary" section and in Appendix A, "Actuarial Methods and Assumptions." The effects of the changes on the required contributions are included in the "Reconciliation of Required Employer Contributions" section.

Questions

We understand that you might have some questions about these results. While we are very interested in discussing these results with your agency, in the interest of allowing us to give every public agency their results, we ask that you wait until after August 1, 2020 to contact us with actuarial questions. If you have other questions, you may call the Customer Contact Center at (888)-CalPERS or **(888-225-7377)**.

Sincerely,

SCOTT TERANDO
Chief Actuary



California Public Employees' Retirement System

Actuarial Office

400 Q Street, Sacramento, CA 95811 | Phone: (916) 795-3000 | Fax: (916) 795-2744

888 CalPERS (or 888-225-7377) | TTY: (877) 249-7442 | www.calpers.ca.gov

July 2020

**Miscellaneous Second Tier Plan of the Santa Cruz Port District
(CalPERS ID: 3817767080)**

Annual Valuation Report as of June 30, 2019

Dear Employer,

Attached to this letter, you will find the June 30, 2019 actuarial valuation report of your CalPERS pension plan. **Provided in this report is the determination of the minimum required employer contributions for fiscal year 2021-22.** In addition, the report contains important information regarding the current financial status of the plan as well as projections and risk measures to aid in planning for the future.

Because this plan is in a risk pool, the following valuation report has been separated into two sections:

- Section 1 contains specific information for the plan including the development of the current and projected employer contributions, and
- Section 2 contains the Risk Pool Actuarial Valuation appropriate to the plan as of June 30, 2019.

Section 2 can be found on the CalPERS website (www.calpers.ca.gov). From the home page, go to *"Forms & Publications"* and select *"View All"*. In the search box, enter *"Risk Pool"* and from the results list download the Miscellaneous or Safety Risk Pool Actuarial Valuation Report as appropriate.

Your June 30, 2019 actuarial valuation report contains important actuarial information about your pension plan at CalPERS. Your assigned CalPERS staff actuary, whose signature appears in the Actuarial Certification section on page 1, is available to discuss the report with you after August 1, 2020.

Actuarial valuations are based on assumptions regarding future plan experience including investment return and payroll growth, eligibility for the types of benefits provided, and longevity among retirees. The CalPERS Board of Administration adopts these assumptions after considering the advice of CalPERS actuarial and investment teams and other professionals. Each actuarial valuation reflects all prior differences between actual and assumed experience and adjusts the contribution rates as needed. This valuation is based on an investment return assumption of 7.0% which was adopted by the board in December 2016. Other assumptions used in this report are those recommended in the CalPERS Experience Study and Review of Actuarial Assumptions report from December 2017.

Required Contribution

The exhibit below displays the minimum employer contributions, before any cost sharing, for fiscal year 2021-22 along with estimates of the required contributions for fiscal year 2022-23. Member contributions other than cost sharing (whether paid by the employer or the employee) are in addition to the results shown below. **The employer contributions in this report do not reflect any cost sharing arrangements you may have with your employees.**

Fiscal Year	Employer Normal Cost Rate	Employer Amortization of Unfunded Accrued Liability
2021-22	8.65%	\$7,214
<i>Projected Results</i>		
2022-23	8.7%	\$7,200

The actual investment return for fiscal year 2019-20 was not known at the time this report was prepared. The projections above assume the investment return for that year would be 7.00%. ***To the extent the actual investment return for fiscal year 2019-20 differs from 7.00%, the actual contribution requirements for fiscal year 2022-23 will differ from those shown above.*** For additional details regarding the assumptions and methods used for these projections please refer to the "Projected Employer Contributions" in the "Highlights and Executive Summary" section. This section also contains projected required contributions through fiscal year 2026-27.

Changes from Previous Year's Valuation

The CalPERS Board of Administration has adopted a new amortization policy effective with the June 30, 2019 actuarial valuation. The new policy shortens the period over which actuarial gains and losses are amortized from 30 years to 20 years with the payments computed as a level dollar amount. In addition, the new policy does not utilize a 5-year ramp-up and ramp-down on Unfunded Accrued Liability (UAL) bases attributable to assumption and method changes and non-investment gains/losses. The new policy does not utilize a 5-year ramp-down on investment gains/losses. These changes apply only to new UAL bases established on or after June 30, 2019.

Further descriptions of general changes are included in the "Highlights and Executive Summary" section and in Appendix A, "Actuarial Methods and Assumptions." The effects of the changes on the required contributions are included in the "Reconciliation of Required Employer Contributions" section.

Questions

We understand that you might have some questions about these results. While we are very interested in discussing these results with your agency, in the interest of allowing us to give every public agency their results, we ask that you wait until after August 1, 2020 to contact us with actuarial questions. If you have other questions, you may call the Customer Contact Center at (888)-CalPERS or **(888-225-7377)**.

Sincerely,

SCOTT TERANDO
Chief Actuary



**California Public Employees' Retirement System
Actuarial Office**

400 Q Street, Sacramento, CA 95811 | Phone: (916) 795-3000 | Fax: (916) 795-2744
888 CalPERS (or 888-225-7377) | TTY: (877) 249-7442 | www.calpers.ca.gov

July 2020

**PEPRA Miscellaneous Plan of the Santa Cruz Port District
(CalPERS ID: 3817767080)
Annual Valuation Report as of June 30, 2019**

Dear Employer,

Attached to this letter, you will find the June 30, 2019 actuarial valuation report of your CalPERS pension plan. **Provided in this report is the determination of the minimum required employer contributions for fiscal year 2021-22.** In addition, the report contains important information regarding the current financial status of the plan as well as projections and risk measures to aid in planning for the future.

Because this plan is in a risk pool, the following valuation report has been separated into two sections:

- Section 1 contains specific information for the plan including the development of the current and projected employer contributions, and
- Section 2 contains the Risk Pool Actuarial Valuation appropriate to the plan as of June 30, 2019.

Section 2 can be found on the CalPERS website (www.calpers.ca.gov). From the home page, go to "*Forms & Publications*" and select "*View All*". In the search box, enter "*Risk Pool*" and from the results list download the Miscellaneous or Safety Risk Pool Actuarial Valuation Report as appropriate.

Your June 30, 2019 actuarial valuation report contains important actuarial information about your pension plan at CalPERS. Your assigned CalPERS staff actuary, whose signature appears in the Actuarial Certification section on page 1, is available to discuss the report with you after August 1, 2020.

Actuarial valuations are based on assumptions regarding future plan experience including investment return and payroll growth, eligibility for the types of benefits provided, and longevity among retirees. The CalPERS Board of Administration adopts these assumptions after considering the advice of CalPERS actuarial and investment teams and other professionals. Each actuarial valuation reflects all prior differences between actual and assumed experience and adjusts the contribution rates as needed. This valuation is based on an investment return assumption of 7.0% which was adopted by the board in December 2016. Other assumptions used in this report are those recommended in the CalPERS Experience Study and Review of Actuarial Assumptions report from December 2017.

Required Contribution

The exhibit below displays the minimum employer contributions, before any cost sharing, for fiscal year 2021-22 along with estimates of the required contributions for fiscal year 2022-23. Member contributions other than cost sharing (whether paid by the employer or the employee) are in addition to the results shown below. **The employer contributions in this report do not reflect any cost sharing arrangements you may have with your employees.**

Fiscal Year	Employer Normal Cost Rate	Employer Amortization of Unfunded Accrued Liability	PEPRA Employee Rate
2021-22	7.59%	\$38,030	6.75%
<i>Projected Results</i>			
2022-23	7.6%	\$0	TBD

The actual investment return for fiscal year 2019-20 was not known at the time this report was prepared. The projections above assume the investment return for that year would be 7.00%. ***To the extent the actual investment return for fiscal year 2019-20 differs from 7.00%, the actual contribution requirements for fiscal year 2022-23 will differ from those shown above.*** For additional details regarding the assumptions and methods used for these projections please refer to the "Projected Employer Contributions" in the "Highlights and Executive Summary" section. This section also contains projected required contributions through fiscal year 2026-27.

Changes from Previous Year's Valuation

The CalPERS Board of Administration has adopted a new amortization policy effective with the June 30, 2019 actuarial valuation. The new policy shortens the period over which actuarial gains and losses are amortized from 30 years to 20 years with the payments computed as a level dollar amount. In addition, the new policy does not utilize a 5-year ramp-up and ramp-down on Unfunded Accrued Liability (UAL) bases attributable to assumption and method changes and non-investment gains/losses. The new policy does not utilize a 5-year ramp-down on investment gains/losses. These changes apply only to new UAL bases established on or after June 30, 2019.

Further descriptions of general changes are included in the "Highlights and Executive Summary" section and in Appendix A, "Actuarial Methods and Assumptions." The effects of the changes on the required contributions are included in the "Reconciliation of Required Employer Contributions" section.

Questions

We understand that you might have some questions about these results. While we are very interested in discussing these results with your agency, in the interest of allowing us to give every public agency their results, we ask that you wait until after August 1, 2020 to contact us with actuarial questions. If you have other questions, you may call the Customer Contact Center at (888)-CalPERS or **(888-225-7377)**.

Sincerely,

SCOTT TERANDO
Chief Actuary

APPENDIX D



SANTA CRUZ PORT DISTRICT

FIVE-YEAR

CAPITAL IMPROVEMENT PLAN

FY 22-26



I. INTRODUCTION

This 5-year Capital Improvement Plan (CIP) presents the Santa Cruz Port District's plan for development, maintenance, improvement and acquisition of infrastructure assets to benefit the Santa Cruz Harbor's users, businesses and visitors. It is intended to serve as a guidance document for planning, scheduling and implementing capital improvements and planning projects over the next 5 years.

The 5-year CIP serves as a tool for prioritizing and selecting future projects, and provides an overview of works in progress. The CIP highlights the District's investments in infrastructure development and maintenance (i.e. capital improvements) and other significant capital expenditures that add to or strategically invest in the inventory of assets. Studies of less than \$5,000, and capital expenditures for equipment, vehicles and vessels are typically not included in the CIP, though there are exceptions (e.g., *Water Taxi and Patrol Vessel Replacement*).

II. Developing the Five-Year Capital Improvement Plan

Annual updating of the 5-year CIP is an integral part of the budget process. The CIP is presented with the draft budget to provide time for review by the public and the Port Commission prior to consideration and incorporation into the final budget.

Prior to FY13, many capital improvements were budgeted and completed within line items in the operating budget, such as Pavement Repairs (F006), Building Restoration (F011), Restroom Building Rehabilitation (F012) and Dock Upgrades(F008). Those items are now presented as separate projects within the 5-year CIP with recommended funding amounts for ongoing rehabilitation and repair.

Each year the Commission will adopt an updated 5-year CIP that will include prioritized short and long-term projects. The prioritized list will be used by staff in the development of the annual operating budget. The 5-year CIP will be published in advance of and discussed during a public meeting prior to adoption of the annual budget.

III. Funding the Five-Year Capital Improvement Plan

Funding in the CIP is allocated to the various large and small projects. Non-specific CIP funding is contained in the Unallocated CIP Funds (F099), which is also referred to as the CIP Reserve Fund.

The Port Commission adopted a Reserve Policy in FY16 and established funding goals for reserves and for the 5-year CIP. The Commission initially elected to contribute \$500,000 to the CIP fund each year, whenever practicable. The CIP fund would be allowed to grow over time so that large-scale projects could be planned and accomplished without impacting either the Reserve Fund or operations. In February 2020, the Commission increased the CIP funding goal to \$750,000 annually, whenever practicable, and increased funding in the FY21 budget from \$500,000 to \$590,000.

However, in April 2020, in response to the novel Coronavirus pandemic (COVID-19), the Port Commission eliminated the \$590,000 in capital improvement funding included in the FY21 budget. Funding for designated priority projects was to come from the Unallocated CIP Fund (F009).

As a response measure to budget impacts from COVID-19, FY22 CIP fund planning assumed a \$500,000 contribution; however, in response to an anticipated \$385,000 shortfall in dredge expense reimbursement from the U.S. Army Corps of Engineers for calendar 2021, proposed CIP funding in FY22 is proposed to be further reduced to \$320,600.

IV. *Project Development and Selection Process*

The projects proposed in this FY22 CIP were derived from a variety of sources, including recommendations from Port District staff, Commission and public input, and projects identified in the Port District Priorities for 2021. No unfunded projects listed in the prior CIP are proposed for funding in FY21, but may have funding anticipated in a future year.

Although not typically included as capital improvements, planning studies may be included in the CIP as part of the planning effort. Studies of less than \$5,000 or capital expenditures for vehicles, equipment and vessels are typically funded in the operating budget.

Six (6) previously identified projects are proposed for funding in FY22, five (5) of which have CIP funding from prior years. There is one (1) new project proposed for funding in FY22. Other projects previously identified as desirable projects that are not currently recommended for funding are incorporated into the index of non-funded projects in Appendix C.

Not including the CIP Reserve Fund, the Fund Balance projection as of April 1, 2021, has 24 identified projects with some level of available funding. The Fund Balance includes the projects in the 5-year CIP, and projects with funding from prior years that may not be listed in the 5-year plan.

V. *Proposed Projects*

Several of the proposed projects in this CIP address ongoing infrastructure or facility maintenance needs and are typically programmed on an annual basis. Examples include Dock Upgrades (F008) Pavement Repairs (F006), Building Restoration (F011), and Restroom Building Rehabilitation (F012).

New project investigations involving maintenance of current infrastructure and/or service expansions proposed for FY 22 are listed in Appendix A. Projects approved in prior fiscal years that are ongoing or have not yet been completed are listed in Appendix B.

VI. *Environmental Review*

The development of this 5-year plan is not a project, as defined in the California Environmental Quality Act (CEQA), and an environmental review is not required for its adoption. Individual projects listed herein may be subject to CEQA. Environmental reviews will be conducted at the appropriate times during implementation of those projects.

Appendix A
Capital Improvement Plan Summary Table

CAPITAL IMPROVEMENT PROJECTS FY22-FY26

Category	FY22	FY23	FY24	FY25	FY26	TOTAL
Docks, Piers & Marine Structures						
Piling Replacement ¹	-	60,000	-	125,000	250,000	435,000
Dock Upgrades	35,000	20,000	20,000	125,000	250,000	450,000
Pier Rehabilitation Project ²	20,000	105,000	60,000	-	-	185,000
Boatyard Marine Ways Inspection / Upgrades	-	40,000	-	-	85,000	125,000
TOTAL	\$ 55,000	\$ 225,000	\$ 80,000	\$ 250,000	\$ 585,000	\$ 1,195,000

1. Delay pile repair/replacement to FY23 and beyond and reassess plan under new RGP permit

2. FY22 funding for inspection of fishery pier piles. FY23 funding for East Public Pier Pile Repair

Buildings						
Building Restoration Projects - Minor	80,000	135,000	50,000	50,000	100,000	415,000
Restroom Building Rehabilitation	108,600	85,000	60,000	25,000	25,000	303,600
Dredge Yard Covered Work Area	-	-	-	15,000	-	15,000
Walton Lighthouse Repainting	-	-	15,000	-	-	15,000
Harbormaster Office Remodel	-	-	-	125,000	-	125,000
Harbor Office Building Improvements	-	15,000	-	-	-	15,000
TOTAL	\$ 188,600	\$ 235,000	125,000	215,000	125,000	\$ 888,600

Landside Infrastructure						
Pavement Repairs ³	62,000	50,000	50,000	75,000	75,000	312,000
Parking Pay Stations	-	30,000	-	100,000	-	130,000
Parking Upgrades	20,000	5,000	5,000	5,000	5,000	40,000
Sidewalk & Plaza Restoration	-	-	-	15,000	25,000	40,000
TOTAL	\$ 82,000	\$ 85,000	55,000	195,000	105,000	\$ 522,000

3. FY22 priorities west harbor repairs; launch ramp reseal; NE harbor

Utility Systems						
Sanitary Sewer Lift Station Upgrades ⁴	-	200,000	200,000	200,000	TBD	600,000
Fuel System Upgrades / UST	-	45,000	-	150,000	-	195,000
Aeration System Upgrades	-	10,000	10,000	-	-	20,000
Storm Drain System Repairs and Maintenance	-	20,000	20,000	30,000	30,000	100,000
Water and Sewer System Repairs and Maintenance	-	40,000	40,000	TBD	TBD	80,000
TOTAL	\$ -	\$ 315,000	\$ 270,000	\$ 380,000	\$ 30,000	\$ 995,000

4. Funding eliminated in FY21 and 22. Total available funding approx \$348,000

CAPITAL IMPROVEMENT PROJECTS FY22-FY26

Category	FY22	FY23	FY24	FY25	FY26	TOTAL
Planning Projects & Studies						
Commercial Fishery/Marine Services Center Upgrades		-	TBD	80,000	-	80,000
West Side Master Plan	-	-	75,000	-	-	75,000
7th & Brommer Property Site Assessment	TBD	TBD	TBD	TBD	TBD	-
SH Revetment and Seawall		60,000	250,000	TBD	TBD	310,000
Harborwide Wifi	-	25,000	TBD	TBD	TBD	25,000
Embankment Assessment	15,000	-	-	-	-	15,000
Arana Gulch Grade Control Structure Feasibility Study	-	85,000	TBD	TBD	TBD	85,000
TOTAL	\$ 15,000	\$ 170,000	\$ 325,000	\$ 80,000	\$ -	\$ 590,000

Other/Miscellaneous						
CIP Reserve Fund	-	-	-	-	-	-
Harborwide Refuse/Recycling Study	-	50,000	-	-	-	50,000
Harbor Security Infrastructure Upgrades ⁵		20,000	TBD	TBD	TBD	20,000
West Jetty Walkway Project	-	-	40,000	40,000	-	80,000
TOTAL	\$ -	\$ 70,000	\$ 40,000	\$ 40,000	\$ -	\$ 150,000

5. FY23 funding for add'l security cameras

						GRAND TOTAL
FISCAL YEAR TOTALS	\$ 340,600	\$ 1,100,000	\$ 895,000	\$ 1,160,000	\$ 845,000	\$ 4,340,600

Appendix B
Overview of Previously Funded Projects

Overview of Previously Funded Projects

Commercial Fishery/Marine Services Center Upgrades – Phase I (F003)

Status: Architectural review preliminarily commenced; project on hold. Limited funding available from FY13.

This project would involve improvements to the facilities located at 493 and 495 Lake Avenue, buildings that currently house H&H Fresh Fish, Johnny's Harborside Restaurant and the Santa Cruz Harbor Boatyard. The first phase of the project will involve outreach and preliminary planning for ice production and storage, evaluation of the expansion potential for the restaurant facility, and potential upgrades to serve the commercial fishery. Additional work will involve identification of funding sources/partners, and use of the boat yard during the City of Santa Cruz' upcoming Murray Street Bridge Rehabilitation project.

Sanitary Sewer Lift Stations (F004)

Status: Funding eliminated in FY22. Recommend assessment of project in FY22 and additional funding in FY23 and beyond. Funding from previous years totals \$348,547.

This project will involve hiring a consulting engineer for a complete assessment of the nine existing sanitary sewer lift stations, development of construction documents for upgrades or replacements as required, and coordination with the City of Santa Cruz and the County of Santa Cruz for future maintenance. Preliminary engineering began during FY13. Priority tasks previously identified include replacing the lift station control panels and performing ultrasound inspections of existing steel tubing, replacing or relining existing tanks and upgrading access to pumps for maintenance.

Piling Replacement (F005)

Status: Phase 1, 2 and 3 projects complete. Additional funding recommended for FY23 and beyond.

The Port District maintains approximately 700 piles to support its docks.

125 damaged piles were replaced as a result of the March 2011 tsunami.

Project financing for pile removal and replacement was obtained in FY19 and all loan funding has been expended. In FY19, a Phase 1 project was completed that replaced 70 piles. A Phase 2 project was completed in FY20 which replaced 80 piles and repaired 3 piles supporting the boatyard's marine ways. A follow-on Phase 3 project funded out of Pier Rehabilitation repaired 3 piles supporting the east public pier in FY21. The permit authorized replacement of approximately 220 piles, 18 of which were for reconfiguration of H and I dock. Approximately 46 piles remain permitted for replacement, though nearly all of the remaining piles identified for replacement have been deemed challenging to complete under the current permit. The permit is valid through December 31, 2022, though it is likely that future pile replacements and repair will be accomplished under a new Regional General Permit which was applied for in January 2021.

Pavement Repairs (F006)

Status: Limited funding from prior years exists; additional funding recommended in FY22, including influx of funding from Unallocated CIP (F099).

Ongoing project to maintain, resurface and restripe harbor parking lots and roads.

Santa Cruz Yacht Club resealed and restriped their dry storage yard in 2020, and repaved a portion of the District's west side road and parking area damaged by their boat rinse facility.

Sealing and repaving the launch ramp area was identified as a priority in FY21, though CIP funding was eliminated due to COVID-19. When funding was eliminated, pavement repairs were identified as a priority with funding available from the Unallocated CIP (F099). Funding from the Unallocated CIP is recommended to complete launch ramp sealing and repaving in FY22.

A project to reseal the northeast harbor roadway from the RV park south to U-dock is funded in FY22, as well as paving repairs in the harbor's west side parking lot damaged by storm events that occurred in late-January 2021.

Dock Upgrades (F008)

Status: Aluminum gangways acquired for southeast harbor docks in FY21. Funding remains from prior years; additional funding recommended for FY22.

The 30 distinct docks that make up the Santa Cruz Harbor provide berthing for over 800 vessels, fulfilling the mission of being a federal and state harbor of refuge. This funding provides for small projects involving repairs or upgrades to the existing docks and appurtenant structures such as gates, brow piers, ramps, etc.

Fabrication of new aluminum dock gates supporting conversion to electronic key system for dock gates and restrooms was completed in FY19. Southeast harbor brow pier repairs completed in FY19; installation of new aluminum gangways acquired in FY21 for southeast harbor brow piers pends. Additional funding recommended in FY22 to facilitate installation of the new gangways and provide funding for any design work that may be required.

Pier Rehabilitation Project (F009)

Status: Funding from prior years exists; additional funding recommended in FY23.

The harbor's three piers require periodic inspection and maintenance to ensure they remain safe for public access and serviceable for their various uses. This ongoing project provides for periodic funding for inspections, repairs and upkeep.

In FY21 a repair project was completed in which 3 piles supporting the east public pier deemed to be in critical condition were jacketed and filled with cementitious grout. It is recommended that 4 additional east public pier piles previously programmed for a similar repair in FY22 be pushed back to FY23 and combined with repair of 3 piles programmed for FY23. Additional funding for repair of the piles supporting the east public pier and the boatyard marine ways is recommended in FY23. The rehabilitation project is anticipated to be completed under a new Regional General Permit issued by the US Army Corps of Engineers.

Building Restoration – Minor (F011)

Status: Several projects completed in FY21. Additional funding recommended for FY22.

Projects to be programmed on an annual basis include minor improvements that extend the useful life of systems and equipment in District-owned buildings that are rented out to various tenants.

Work completed in FY21 included painting 333 Lake Avenue, re-roofing the concession lot information kiosk and replacing damaged gutters and flooring at 413 Lake Avenue. During the painting project at 333 Lake Avenue, damage to the building's north exterior wall was discovered and repair is expected to be completed in FY21.

Future projects (FY22 and beyond) include 333 Lake Avenue rewiring and submetering, roofing and stairway replacement; re-roofing the concession lot restroom structure; maintenance facility re-roofing; roofing repairs at 2218 East Cliff Drive; and other necessary maintenance and repair projects.

Restroom Building Rehabilitation (F012)

Status: FY22 funding and ongoing funding recommended to facilitate phased rehabilitation of restroom facilities.

Projects are planned on an annual basis to extend the useful life of the District's 11 restroom buildings. Rehabilitation of the concession lot public restroom was completed in FY21. Future priority projects include remodel of the V-dock restroom facility to separate unisex facilities serving boaters and the public and phased upgrades to boaters' restrooms throughout the harbor and re-roofing the D-dock restroom which was programmed in FY21, but delayed due to elimination of CIP funding due to COVID-19.

Sidewalk and Plaza Restoration (F013)

Status: No major restoration of sidewalks and plazas was completed in FY21.

This ongoing project includes resealing tiles, repairing broken curbs and gutters, applying stain to the Beach Plaza and resealing the compass rose at Townsend Plaza.

Storm Drain System (F014)

Status: No major repair or replacement work completed in FY21; additional funding recommended for F22.

This ongoing project involves maintenance, repairs and cleaning of the harbor's storm drain pipes, inlets and catch basins, and upgrades needed to comply with the State of California Industrial Stormwater Permit.

Water and Sewer System (F015)

Status: Funding from prior years exists.

This ongoing project funds upgrades, improvements and major replacement / repair to the harbor's water and sewer services.

Parking Pay Stations (F018)

Status: Funding eliminated in FY21 due to COVID-19; additional funding recommended in FY23 and beyond.

This ongoing project funds replacement of the aging parking meters with pay stations throughout the harbor, beginning on the west side. Recommend funding in FY23 to facilitate acquisition and installation of a second pay station and construction of a roof structure for two pay stations located adjacent to 493 Lake Avenue. Future projects anticipate pay station replacement and rehabilitation.

Aeration System Upgrades (F019)

Status: Ongoing project for aerator replacement and servicing; no additional funding proposed in FY22.

Annual maintenance of the aerator motors and floats is performed as part of the Aeration program. This project differs from the annual program as it provides for replacement of aerators worked beyond their rated capacity. Two aerators identified as needing replacement in FY21, pend.

Ice Machine Upgrades (F020)

Status: Funding from prior years exists; no specific projects identified in the FY22-26 CIP.

This project was initially funded to add cold storage and/or an ice delivery system to serve the commercial fishing fleet following replacement of the former Sunwell ice system. The resident buyer has a concept for improving ice production and delivery which may be an appropriate use of this funding subject to Port Commission review and approval.

7th and Brommer Reconnaissance (F021)

Status: Funding from prior years exists.

Site assessment and engineering work for future development of Port District's property in the area of 7th and Brommer, and coordination and interface with other opportunities in the area to ensure Port District and community interests are served.

Site assessment of the Port District-owned parcel on northwest parcel was initiated in FY21; a marketing and feasibility study was initiated in FY21 to consider opportunities that may be available to the Port District on County-owned property located on the southwest corner of 7th and Brommer (pends completion).

South Harbor Revetment and Seawall (F022)

Status: Funding recommended in FY23

Originally funded in FY15, this project was for engineering assessment and recommendations involving the seawall along the harbor's west side. The seawall at 616 Atlantic Avenue (Aldo's Restaurant site) was replaced in FY20 and is similar vintage to the west side seawall. FY23 funding is recommended for completion of an engineering assessment of the seawall including a dive assessment. Additional funding is recommended in FY24 for anticipated for repair and/or replacement design and engineering.

Murray Street Bridge Reconstruction (F024)

Status: Limited funding from prior years remains.

Port District coordination with the City of Santa Cruz on the Murray Street bridge reconstruction project. Contract services for engineering oversight and legal counsel will be needed.

The bridge replacement project was delayed while the Santa Cruz County Sanitation District completed planning and design for relocation of the sanitary sewer pipeline. City staff and consultants restarted efforts to update appraisals and update cost estimates in 2020. The City hopes to go to bid on the project in Fall 2021, though the timeline is likely optimistic.

Aldo's Seawall Replacement (F027)

Status: Construction of a new seawall was completed by Granite Construction in FY20. The project was partially funded by financing obtained in FY19. All loan funding has been expended. Approximately \$189,151 remains in the CIP following project close-out, to provide funding for any future District costs associated with accessway improvements and Tenant reconstruction of the restaurant structure.

Parking Upgrades (F028)

Status: FY22 funding recommended.

The Santa Cruz Harbor Parking Management Plan completed during FY16 included several recommendations for upgrading ADA parking facilities throughout the harbor. This project involves assessing current inventory and adding new accessible spaces in key locations.

In FY21 one additional ADA space was added in the concession parking lot and existing spaces were relocated and reconfigured to bring them to current ADA standards.

FY22 funding is to assess and complete any necessary upgrades to bring the path of travel between the concession lot public restroom and the beach plaza / concession area to current standards.

Pappy Park (F032)

Status: Project completed in 2020. Reallocate remaining funding.

The project involves construction of a display cradle for the vessel *Pappy* and associated sitework.

Patrol Vessel Replacement (F033)

Status: Replacement is fully funded through State of California grant (FY20 budget allocation) and partial funding was allocated to the CIP in FY19.

Grant funding in the State of California budget was secured in FY20 for replacement of the Port District's Almar patrol vessel, fully funding capital equipment acquisition anticipated to cost \$530,000. The State of California is providing grant reimbursement to the Port District on an ongoing basis as costs are incurred.

Boatyard Marine Ways Inspection / Upgrades F035

Status: Project completed in 2020. Reallocate limited funding remaining.

Visual inspections of the boatyard marine ways were performed on March 12, 2011, and on November 8, 2018. An analysis of the design capacity of the marine ways was completed in FY20, and three of the critical piles supporting the boatyard marine ways were repaired (jacket / cementitious grout). The pile repairs were completed as a change order under the Pile Repair and Replacement Project (F005). New decking for the marine ways was purchased in FY20, and installed in FY21.

In September 2020, an emergency condition assessment was performed by Moffatt & Nichol after a stringer on the north way cracked. Stringers on the north and south ways were replaced and I-beams were installed per the engineer's recommendations, requiring that the new decking be removed and replaced. This emergency repair work was completed by in-house crews and was funded out of the operating budget.

Dredge Yard Hazmat shed (F037)

Status: Project completed in FY20. Reallocate remaining funding.

The County of Santa Cruz Environmental Health Service required replacement of the 3-sided waste oil shed in the dredge yard with a fully contained hazmat shed.

Harborwide Sign Study (F038)

Status: Limited project completed in-house in FY21. Reallocate remaining funding.

Project to development of sign design criteria for multi-tenant buildings in the southeast harbor area. New sign program for multi-tenant buildings in the southeast harbor developed in-house.

Harborwide Refuse / Recycling Study (F039)

Status: Limited project funding allocated in FY20; supplemental funding eliminated in FY21 due to COVID-19; additional funding recommended in FY23.

Project is for sanitation engineering study of refuse and recycling systems and recommended improvements.

Harbor Security (HO01)

Status: Limited funding from prior years remains; additional funding recommended in FY23 for acquisition of additional security cameras.

This project was approved to provide for increased security systems throughout the harbor to reduce unauthorized uses, and to improve monitoring and law enforcement capabilities. Cameras and recording devices with remote monitoring capabilities have been installed at key locations and expansion of the camera system is recommended. Fencing and lighting upgrades were previously completed in the north harbor dry storage and dredge yard.

Previously completed projects include restroom door and gate rekeying in FY16, FY17 and FY19, and acquisition of electronic system components in FY19. Fabrication of dock gates to support the new electronic key system were funded as separate project (Dock Upgrades F008).

Security cameras were installed in FY20 and FY21. Additional funding planned in FY23 is for additional cameras to be placed at harbor entry/exit points and in the maintenance yard.

Water Taxi Replacement (H002)

Status: Anticipate delivery of new water taxi in FY21.

West Jetty Walkway (J001)

Status: On hold. Limited funding from prior years.

A Phase 1 project to complete resurfacing of the west jetty walkway was completed in 2012, utilizing grant funding provided by the Coastal Conservancy.

Phase 2, which will complete an accessible walkway between AA-dock and Walton Lighthouse featuring donor-funded amenities including benches, plazas, a gateway and overlooks, is on hold pending completion of the Aldo's restaurant building replacement, and subsequent West Side Master Plan.

Concession Lot Automation Project (OP02)

Status: Project completed in FY20; project closed out and funding reallocated in FY21.

Appendix C
Index of Non-Funded Projects

Non-Funded Projects List FY22

Wifi System

Status: FY23 funding for a feasibility study and Request for Proposals (“RFP”) for installation of a harborwide wifi system

This project involves design and installation of a wifi system available to harbor customers and tenants. Installation costs are presumed to be borne by a wifi vendor to be selected through a public bidding process, though there are numerous other options researched by Port District staff which may impact the type of service provided, installation costs, ongoing monthly costs, vendor-provided support, maintenance and customer service, fee-based upgrade options, etc.

A feasibility study by an outside consultant is recommended to identify and assess available options. Any wifi system should include comprehensive vendor-provided support as a top priority. Should the Commission direct staff to pursue the project following completion of a feasibility study, subsequent development of an RFP for installation of a wifi system by a qualified consultant is recommended.

Funding for this project was anticipated to be programmed for FY22, but delayed to FY23 due to an anticipated shortfall in dredge expense reimbursement potentially impacting revenues in calendar 2021.

Arana Gulch Grade Control Structure Feasibility Study – FEMA Hazard Mitigation Grant Application

Estimated Cost: \$50,000

Funding Source(s): Federal Emergency Management Agency Hazard Mitigation Grant Program and Local Cost Share. Limited CIP funding anticipated in FY23

This project would involve developing a grant proposal to fund engineering design and construction of several sediment-reduction measures in Arana Gulch, upstream of the north harbor. Work on this project commenced in FY 11 with a preliminary application submitted on the Port District's behalf. The application process was suspended because the Port District is not eligible to serve as lead agency for the grant and cooperative agreements had not been executed with the City of Santa Cruz and the County of Santa Cruz for extraterritorial work sponsored by the Port District. Funding for the local cost share for this project is anticipated in the FY22 CIP.

West Side Master Plan

Estimated Cost: \$75,000

Funding Source(s): Capital Improvement Program Funding

Master Plan study to follow reconstruction of Aldo’s restaurant for the purposes of completing accessible public improvements along the walkway and jetty area between AA Dock and Walton Lighthouse, as envisioned in the 2008 West Jetty Walkway project. The West Side Master Plan needs to seamlessly tie in access to any future replacement of the SH Revetment and Seawall (F022).

Electric Vehicle Charging Station

Estimated Cost: TBD

Funding Source(s): Grant Funding and/or Capital Improvement Program Funding

Identification of location(s) for placement of electric vehicle charging station(s) throughout the harbor, including assessment of power requirements and ongoing utility costs and maintenance.

Elevator Replacement Fund

Estimated Cost: \$75,000 to \$100,000 funding level recommended

Funding Source(s): Capital Improvement Program Funding

Fund for future replacement of Port District elevator(s).

Appendix D
New Projects Proposed for FY22

New Projects List FY22

Embankment Assessment (F040)

Status: New project funding recommended in FY22

The embankment area at the site of the crane pad on the east access road adjacent to *Twin Lakes'* off-season mooring has visible erosion. This new project in FY22 is to inspect the area, assess the significance of the erosion and develop a repair plan suitable to support the crane and associated activities.

FY13 CIP

	<u>CF Marine Svc Center F003</u>	<u>Harbor Security HO01</u>	<u>Sanitary Sewer Lift Stations F004</u>	<u>Piling Repair/ Replacement F005</u>	<u>Pavement Repairs F006</u>
Begin. Balance Apr. 1, 2020	\$ 10,000	\$ 7,322	\$ 355,903	\$ -	\$ 11,037
Budget Designation: <u>FY 2021 Budget</u>	\$ -	\$ 5,000	\$ 75,000	\$ -	\$ 65,000
Board Designation: Mtg dtd 4/28/20 - COVID-19 Impact Responses Mtg dtd 5/26/20 - Con Lot PARCS Close-Out Mtg dtd 8/25/20 - Award of Contact for East Public Pier Mtg dtd 9/22/20 - Additional Water Taxi Funding Projected Expenditures -- 3/31/21 Projected Reallocations -- 3/31/21	\$ -	\$ (5,000)	\$ (75,000)	\$ -	\$ (65,000)
Project Expenditures	\$ -	\$ (6,548)	\$ (7,356)	\$ -	\$ (2,725)
Ending Balance March 31, 2021	\$ 10,000	\$ 774	\$ 348,547	\$ -	\$ 8,312
Budget Designation FY22 Mtg dtd 2-09-21 Proposed Funding Reallocations Mtg dtd 2-09-21 (Proposed CIP Funding)	\$ -	\$ -	\$ -	\$ -	\$ 65,000
Projected CIP Balance at 3/31/21	\$ 10,000	\$ 774	\$ 348,547	\$ -	\$ 135,312

Begin. Balance Apr. 1, 2020

Budget Designation:
FY 2021 Budget

Board Designation:
Mtg dtd 4/28/20 - COVID-19 Impact Responses
Mtg dtd 5/26/20 - Con Lot PARCS Close-Out
Mtg dtd 8/25/20 - Award of Contact for East Public Pier
Mtg dtd 9/22/20 - Additional Water Taxi Funding
Projected Expenditures -- 3/31/21
Projected Reallocations -- 3/31/21

Project Expenditures

Ending Balance March 31, 2021

Budget Designation FY22
Mtg dtd 2-09-21 Proposed Funding Reallocations
Mtg dtd 2-09-21 (Proposed CIP Funding)

Projected CIP Balance at 3/31/21

FY14 CIP

	<u>Dock Upgrades F008</u>	<u>Pier Rehab. F009</u>	<u>Building Restoration F011</u>	<u>Restroom Bldg Rehab F012</u>	<u>Sidewalk & Plaza Restoration F013</u>	<u>Storm Drain System F014</u>	<u>Water & Sewer System F015</u>	<u>Parking Pay Stations F018</u>	<u>Aeration System Upgrades F019</u>	<u>Ice Machine F020</u>	<u>West Jetty Walkway J001</u>	<u>7th and Brommer Recon F021</u>
Begin. Balance Apr. 1, 2020	\$ 157,513	\$ 90,868	\$ 142,461	\$ 46,817	\$ 33,000	\$ 30,000	\$ 51,771	\$ (0)	\$ 31,304	\$ 19,222	\$ 799	\$ 17,183
Budget Designation:												
<u>FY 2021 Budget</u>	\$ 30,000	\$ 27,000	\$ 50,000	\$ 38,000	\$	\$ 20,000	\$	\$ 35,000	\$	\$	\$	\$ 60,000
Board Designation:												
Mtg dtd 4/28/20 - COVID-19 Impact Responses	\$ (30,000)	\$ (27,000)	\$ (50,000)	\$ (38,000)	\$	\$ (20,000)	\$	\$ (35,000)	\$	\$	\$	\$ (60,000)
Mtg dtd 5/26/20 - Con Lot PARCS Close-Out				\$ 15,890								
Mtg dtd 8/25/20 - Award of Contact for East Public Pier	\$	\$ 20,310										
Mtg dtd 9/22/20 - Additional Water Taxi Funding	\$	\$ (5,651)	\$ (20,000)									\$ (52,139)
Projected Expenditures -- 3/31/21												\$ 115,000
Projected Reallocations -- 3/31/21												\$
Project Expenditures	\$ (86,054)	\$ (98,817)	\$ (26,230)	\$ (44,413)								\$ (67,861)
Ending Balance March 31, 2021	\$ 71,458	\$ 6,710	\$ 96,231	\$ 18,293	\$ 33,000	\$ 30,000	\$ 51,771	\$ (0)	\$ 31,304	\$ 19,222	\$ 799	\$ 12,183
Budget Designation FY22												
Mtg dtd 2-09-21 Proposed Funding Reallocations	\$ 35,000	\$ 20,000	\$ 80,000	\$ 108,600								
Mtg dtd 2-09-21 (Proposed CIP Funding)												
Projected CIP Balance at 3/31/21	\$ 106,458	\$ 26,710	\$ 176,231	\$ 126,893	\$ 33,000	\$ 30,000	\$ 51,771	\$ (0)	\$ 31,304	\$ 19,222	\$ 799	\$ 12,183

	FY15 CIP		FY16 CIP		FY17 CIP		FY19 CIP	
	SH Revetment & Seawall F022	Murrav St. Bridge F024	Unallocated CIP Funds F099	Aldo's Seawall Replace F027	Parking Upgrades F028	Concession Lot Automation OP02	Pappy Park (F032)	Patrol Vessel Replacement (F033)
Begin. Balance Apr. 1, 2020	\$ 78,499	\$ 9,603	\$ 509,949	\$ 282,000	\$ 5,000	\$ 60,872	\$ 2,414	\$ 18,277
Budget Designation:								
<u>FY 2021 Budget</u>			\$ 90,000		\$ 45,000			
Board Designation:								
Mtg dtd 4/28/20 - COVID-19 Impact Responses			\$ (90,000)		\$ (45,000)			
Mtg dtd 5/26/20 - Con Lot PARCS Close-Out					\$ 23,232	\$ (39,121)		
Mtg dtd 8/25/20 - Award of Contact for East Public Pier			\$ (20,310)					
Mtg dtd 9/22/20 - Additional Water Taxi Funding								
Projected Expenditures -- 3/31/21			\$ (115,000)					
Projected Reallocations -- 3/31/21								
Project Expenditures	\$ (832)			\$ (92,848)	\$ (28,232)	\$ (21,751)	\$ (2,326)	\$ (14,768)
Ending Balance March 31, 2021	\$ 78,499	\$ 8,772	\$ 374,639	\$ 189,151	\$ -	\$ -	\$ 88	\$ 3,509
Budget Designation FY22								
Mtg dtd 2-09-21 Proposed Funding Reallocations			\$ (55,173)				\$ (88)	
Mtg dtd 2-09-21 (Proposed CIP Funding)					\$ 20,000			
Projected CIP Balance at 3/31/21	\$ 78,499	\$ 8,772	\$ 319,466	\$ 189,151	\$ 20,000	\$ -	\$ 0	\$ 3,509

FY20 CIP	FY22 CIP
----------	----------

	<u>Boatyard Marine Ways Inspection / Upgrades F035</u>	<u>Dredge Yard Hazmat Shed F037</u>	<u>Harborwide Sign Study F038</u>	<u>Harborwide Refuse/Recyclin g Study F039</u>	<u>Water Taxi F040</u>	<u>Embankment Assessment F040</u>	<u>Total Funds</u>
Begin. Balance Apr. 1, 2020	\$ 10,022	\$ 4,735	\$ 5,000	\$ 10,000	\$ 75,000		\$ 2,076,571
Budget Designation: <u>FY 2021 Budget</u>			\$ 50,000				\$ 590,000
Board Designation:							
Mtg dtd 4/28/20 - COVID-19 Impact Responses				\$ (50,000)			\$ (590,000)
Mtg dtd 5/26/20 - Con Lot PARCS Close-Out							\$ -
Mtg dtd 8/25/20 - Award of Contact for East Public Pier					\$ 5,000		\$ 5,000
Mtg dtd 9/22/20 - Additional Water Taxi Funding					\$ (61,331)		\$ (139,121)
Projected Expenditures -- 3/31/21							\$ -
Projected Reallocations -- 3/31/21							\$ -
Project Expenditures	\$ (9,302)	\$ (717)	\$ (18,500)				\$ (529,278)
Ending Balance March 31, 2021	\$ 721	\$ 4,735	\$ 4,283	\$ 10,000	\$ 169		\$ 1,413,172
Budget Designation FY22							
Mtg dtd 2-09-21 Proposed Funding Reallocations	\$ (721)	\$ (4,735)	\$ (4,283)				\$ -
Mtg dtd 2-09-21 (Proposed CIP Funding)						\$ 15,000	\$ 340,600
Projected CIP Balance at 3/31/21	\$ (0)	\$ -	\$ 0	\$ 10,000	\$ 169	\$ 15,000	\$ 1,753,772

APPENDIX E

Santa Cruz Port District
 Vehicle / Vessel / Trailer Registration Information
 Updated 11/01/2020
 BARFLEET #GE 941248

Department	Vehicle / Vessel ID	License / CF #	VIN/HIN	Year / Make	Model / HP	Registration Ex Date	Pink Slip (Y/N)	Key	Insurance Exp.	Purchase Date
Maintenance (Randy)	#27	012035	1FTHF25H3TLA67464	96 Ford	F-250 Flatbed	Perm. Exempt	Y	175	4/1/2021	December 1995
Maintenance (Jose)	#36	1144740	1FTNF20L23EA53283	03 Ford	F250 Super Duty	Perm. Exempt	Y	182	4/1/2021	April 2003
Maintenance (Jorge)	#40	1273734	1FDWF36548EA99008	08 Ford	F350 Super Duty	Perm. Exempt	Y	186	4/1/2021	07/10/07
Maintenance (Matt)	#45	5G47958	2TFHF25G6RCA48787	94 Ford	Truck	Perm. Exempt	Y	172	4/1/2021	11/18/10
Operations	#46	1353237	1GNNEC13T53R183167	03 Chevy	Tahoe	Perm. Exempt	Y	178	4/1/2021	9/5/12
Maintenance/Dredge	#47	1408238	1FTHX26G9VEB95184	97 Ford	F250 XLT Truck	Perm. Exempt	Y	190	4/1/2021	12/7/13 \$K
Dredge	#48	7KGZ773	1GNCT18W7YK196870	(1997?) 2000 Chevy	Blazer	Perm. Exempt	Y	177	4/1/2021	9/7/15
Harbor Patrol	#50	1503184	1FTEW1EG0GKE77932	2016 Ford	F150	Perm. Exempt	Y	203	4/1/2021	6/9/16 \$36,868
Maintenance	#51	1479778	1FTBF2B68CEC05111	2012 Ford	F250 SD	Perm. Exempt	Y	204	4/1/2021	06/26/17 \$19,995
Maintenance (Brenda)	#52	1480336	2C4RDGBG0JR180344	2018 Dodge	Truck Grand Caravan	Y	Y	205	4/1/2021	03/06/18 \$23,905.33
Maintenance	#53	1119599	1FDXF46P56EC74164	2006 Ford	F450 Bucket Truck	Y	Y	207	4/1/2021	09/24/18 \$21,578.19
Maintenance	#54	50102R2	1FTPF1CT2EKG37024	2014 Ford	F-150	Y	Y	208	4/1/2021	05/01/19
Maintenance	#55	AB90A45	1GC0KVCG5BF213557	2011 CHEVY	Silverado 2500	Perm. Exempt	Y	209	4/1/2021	04/17/19
Harbor Patrol	#56	1578911	1FTEW1E45KKE84003	2019 Ford	F150 Supercrew 4-door 4x4	Perm. Exempt	Y	181	4/1/2021	10/18/19
Dredge	#57	1530015	1FD7X2B69DEB24876	2013 Ford	Flatbed F250 SD XLT	Perm. Exempt	Y	171	Y	08/10/2020
N/A	#E32	None	Serial #130051	98 Taylor-Dunn	T48 Burden Carrier	Y	Y	179	N/A	July 1998 (Toyota Matt Handling)
N/A	Boat 1	CF 3960 XC	AUC2759S1899	99 Almar	RAV / 2 - 225 hp	Exp 12/31/2021	Y	191	N/A	
N/A	Dauntless	907-939		Nichols Boat Works	Work Boat 2 - 21hp engines	Exp 8/31/2021	Doc.	195	N/A	1986
N/A	Dredge Skiff "Side Kick"	CF 2613 XC	CFZ2613X0089C	1989 Coast Marine	Skiff	Exp 12/31/2021	Y	196	N/A	
N/A	Odd Job	CF 5355 XC	Hull #32078	Boston Whaler	Work Boat 1 - 50 hp engine	Exp 12/31/2021	Y	197	N/A	
N/A	Patrol Bicycle 1	N/A	SN:WSBC602216296N	Specialized Rockhopper Pro 1x, Black/Chrome, Large			N	NA	N/A	6/19/2019
N/A	Patrol Bicycle 2	N/A	SN: WSBC602217326N	Specialized Rockhopper Pro 1x, Black/Chrome, Large			N	NA	N/A	6/19/2019
N/A	Patrol Bicycle 3	N/A	SN: WSBC602111019N	Specialized Rockhopper Pro 1x, Black/Chrome, X-Large			N	NA	N/A	6/19/2019
N/A	Recovery Trailer	4KX7676 (vessel sinking)	4RACS0813AK032254	2010 INTST	Victor VICT508SAFS	Perm. Exempt	N	NA	4/1/2021	February 2010
N/A	Scout	CF 9858 XS*	XDCB747YL913	13 Zodiac	DRR650 RIB / 2 Yamaha FROLB (60 hp)	Exp 12/31/2021	N	199	N/A	8/29/2013
N/A	Squirt	CF 2744 XC	CFZ2744X1900	Homemade	Dredge	Exp 12/31/2021	Y		N/A	

Department	Vehicle / Vessel ID	License / CF #	VIN/HIN	Year / Make	Model / HP	Registration Ex Date	Pink Slip (Y/N)	Key	Insurance Exp.	Purchase Date
N/A	Trailer	914656 (No Plate/Almer)	40R1KG224NAK04923	1992 Pacific	Carrier	Perm. Exempt	Y	NA	N/A	
N/A	Trailer	329428 (HBI)	79EZL103410	1997 EZ Loader	Carrier	Perm. Exempt	Y	NA	4/1/2021	
N/A	Trailer	311039 (Odd Job)		1949 David	BX Trailer	?	Y	NA	4/1/2021	
N/A	Trailer	1209499 (Freeride I)	IT0BS14SXDS066698	1983 TRLRT	Carrier	Perm. Exempt	Y	NA	4/1/2021	
N/A	Trailer	VW4779 (Freeride II)		Zieman				NA	N/A	
N/A	Trailer	1314600	5NHUBL62XBT418000 (Note: combo lock 0001)	2008 Blaze Carrier	OSPR Spill Response	Exp. 12/31/2099	Y	165	4/1/2021	07/08
N/A	Trailer	4MY8144	4OR6A2J63EA030612	(1999?) 2014 Pacific Trailers	ALC19TW4-5 Dual Axle for Scout	Perm. Exempt	N	NA	4/1/2021	8/29/2013
N/A	Twin Lakes	1273058	IMO or Other: 1100020106	Dredge Supply Company	Dredge	Exp 9/30/2021	Doc.		N/A	Jul-16
N/A	UTV 1	None	A4PUTXHCCEAA24877	2014 American Sportworks	Trailwagon	N/A	Certificate of Origin	206	N/A	3/30/15 \$K
N/A	Pappy	CF 5719 XC	Hull #DRD00030178	1978 Dreadnaug	21' PV / Sail	Exp 12/31/2021	Y	NA	N/A	3/1/2016

**Santa Cruz Port District
Mobile Equipment Schedule
Revised January 28, 2020**

Description	Model/Serial #	HP	Replacement Value
1998 Taylor-Dunn (E32)	130051		\$15,000
Gas/Diesel Station 10,000 Gallons Each Fuel Tank (2) (built 1984; double wall)			\$150,000
Dredge Pipe System (seasonal use)			\$400,000
Tennant Sweeper	Model S30 Rider Sweeper	29 hp	\$23,308
Caterpillar Forklift (14,000 lb, propane powered)	V140; Serial No 59W00442	58 hp	\$85,000
Marine Travelift	50 BFMII Mobile Boat Hoist	80 hp	\$448,000
Nissan Forklift	CPJ02A25PV	60 hp	\$7,995
American Sportworks 2014 Trailwagon UTV	A4PUTXHCCEAA24877	12 hp	\$5,000
Caterpillar "Bobcat"	S130	46 hp	\$21,438
2004 Link-Belt 4x4 rough terrain 50-ton crane w/ Cummins Engine	Crane RTC8050; Engine B5.9-C	185 hp	\$200,000
Hyster Forklift (14,000 lb)	Model H155XL2; Serial No G006V04495D	85 hp	\$60,000
Komatsu Forklift	Model FG25ST-15	55.7 hp	\$10,000
Caterpillar Bulldozer	Model D6K LGP	130 hp	\$207,131
Toyo Submersible Pump w/ pipe flange	DPF-75B-MT2	75 hp	\$80,000
Portable Generator MQ Power WhisperWatt 150 Model DCA150SSJ	606HF285 (J. Deere Engine); TRLR150XFH (Trailer)	216 hp	\$20,000
McElroy Pipe Fuser (Trac Star 618)	Model #AT1830101; diesel powered	20 hp	\$73,000
TOTAL:		0 hp	\$1,805,872

APPENDIX F

Account	Description	CATEGORY	FY21 BUDGET	FY 21 PROJXN	FY22 BUDGET
OPERATING INCOME					
000-000-000-0000-4000	Slip Rent Permanent	User	\$4,579,964	\$4,668,700	\$4,668,000
000-000-000-0000-4002	Slip Rent Visitors	User	\$125,000	\$145,000	\$145,000
000-000-000-0000-4003	Annual Slip Rent Discount	User	(\$1,000)	(\$1,225)	(\$1,225)
000-000-000-0000-4006	Tenant Concession Rent	Conc Rent	\$1,866,320	\$1,749,000	\$1,685,000
000-000-000-0000-4008	Misc. Tenant Rent (Sewer)	Conc Rent	\$150,000	\$149,286	\$140,000
000-000-000-0000-4010	Launch Fees	User	\$100,000	\$159,500	\$140,000
000-000-000-0000-4012	Liveaboard	User	\$76,000	\$71,050	\$70,000
000-000-000-0000-4014	Catamaran Storage	User	\$26,650	\$25,806	\$25,500
000-000-000-0000-4016	North Harbor Dry Storage	User	\$179,631	\$186,000	\$185,000
000-000-000-0000-4018	7th Ave Dry Storage	User	\$115,313	\$117,076	\$115,500
000-000-000-0000-4020	Waiting List	User	\$105,000	\$120,000	\$120,000
000-000-000-0000-4024	Slip Leave Option	User	\$2,500	\$2,500	\$2,500
000-000-000-0000-4026	Partnership Fees	User	\$27,250	\$28,917	\$27,250
000-000-000-0000-4028	Sublease Fees	User	\$25,113	\$29,347	\$28,000
000-000-000-0000-4030	Variable/Utility Fees	User	\$200,031	\$196,201	\$195,000
000-000-000-0000-4032	Late Fees	User	\$50,000	\$43,500	\$50,000
000-000-000-0000-4036	Citations	Fines	\$92,500	\$84,562	\$92,500
000-000-000-0000-4040	Credit Card Convenience Charges	Other / Misc	\$15,000	\$22,225	\$20,000
000-000-000-0000-4100	Parking - Concession Lot	User (Pkg)	\$800,000	\$550,000	\$800,000
000-000-000-0000-4102	Parking - Launch Area	User (Pkg)			
000-000-000-0000-4104	Parking - Westside	User (Pkg)			
000-000-000-0000-4118	Meter Permits & Coin	User (Pkg)			
000-000-000-0000-4120	Slip Renter Parking Permits	User (Pkg)	\$21,500	\$8,720	\$36,500
000-000-000-0000-4122	RV Parking	User	\$185,000	\$106,000	\$185,000
000-000-000-0000-4200	Fuel Sales Gasoline	Fuel	\$285,000	\$250,000	\$265,000
000-000-000-0000-4202	Fuel Sales Diesel	Fuel	\$405,000	\$342,012	\$400,000
000-000-000-0000-4204	Fuel Service Call Back Charges	Other / Misc		\$10	\$0
000-000-000-0000-4210	Wash Rack	User	\$6,250	\$2,377	\$6,250
000-000-000-0000-4220	Boatyard Retail	BY	\$10,500	\$11,000	\$10,500
000-000-000-0000-4225	Boatyard Labor	BY	\$1,000		\$1,000
000-000-000-0000-4230	Boatyard Rental	BY	\$2,500	\$2,600	\$2,500
000-000-000-0000-4235	Boatyard Misc.	BY	\$25,000	\$31,088	\$30,000
000-000-000-0000-4240	Lay Days/Storage	BY	\$100,000	\$116,650	\$115,000
000-000-000-0000-4245	Vessel Haulout	BY	\$124,000	\$126,755	\$125,000
000-000-000-0000-4250	Vessel Berthing	BY	\$30,000	\$26,500	\$30,000
000-000-000-0000-4299	Unallocated Revenue			\$0	\$0
OPERATING INCOME			\$9,731,022	\$9,371,156	\$9,714,775
EXPENSE SUMMARY BY PROGRAM					
Administrative Services (110)			\$778,728	\$786,225	\$764,483
Finance & Purchasing (120)			\$207,570	\$185,236	\$209,575
Property Management (130)			\$538,859	\$517,755	\$546,648
Environmental & Permitting (140)			\$195,610	\$152,250	\$195,175
Port Commission Support (190)			\$80,350	\$47,484	\$57,089
Harbor Patrol (210)			\$712,349	\$668,509	\$721,534
Marina Management (220)			\$516,390	\$468,294	\$512,134
Rescue Services (230)			\$119,260	\$88,701	\$122,463
Parking Services (240)			\$371,526	\$244,044	\$323,993
Events (250)			\$34,791	\$0	\$35,344
Fuel Services (280)			\$590,261	\$394,693	\$491,444
Docks, Piers, Marine Structures (310)			\$263,751	\$279,220	\$297,927
Utilities (320)			\$125,918	\$71,645	\$95,943
Buildings (330)			\$389,156	\$345,478	\$395,252
Grounds (340)			\$837,988	\$730,006	\$786,798
Aeration (350)			\$60,578	\$41,400	\$57,340
Fishery Support (360)			\$19,460	\$6,880	\$16,322
Capital Projects (390)			\$459,285	\$453,773	\$417,797
Dredging Operations (400)			\$1,470,038	\$1,383,380	\$1,487,426
Boatyard Operations (500)			\$292,540	\$291,198	\$324,636
OPERATING EXPENSES			\$8,064,408	\$7,156,171	\$7,859,323
OPERATING PROFIT			\$1,666,614	\$2,214,985	\$1,855,452

Account	Description	CATEGORY	FY21 BUDGET	FY 21 PROJXN	FY22 BUDGET
NON OPERATING INCOME/(EXPENSE)					
000-000-000-0000-4300	Harbor Services Charge	Other / Misc	\$10,000	\$5,310	\$10,000
000-000-000-0000-4308	Interest Income	Other / Misc	\$180,000	\$73,287	\$79,500
000-000-000-0000-4310	Other Income	Other / Misc	\$50,000	\$50,000	\$50,000
000-000-000-0000-4375	USACE Reimbursement	Intergov	\$385,000	\$385,000	\$0
000-000-000-0000-4402	Grants - Federal	Grants		\$0	\$0
000-000-000-0000-4405	Grants - DBAW	Grants	\$30,000	\$30,000	\$30,000
000-000-000-0000-4406	County Rescue Contribution	Intergov	\$50,000	\$50,000	\$50,000
000-000-000-0000-4408	Waste Oil Grant	Grants	\$12,000	\$12,000	\$12,000
000-000-000-0000-4500	Gain/(Loss) on Asset Disposal	Other / Misc		\$0	\$0
000-000-000-0000-4600	Cash Over/Under			\$0	\$0
000-000-000-0000-4900	Election Expense			(\$175)	\$0
	Principal Debt Payments		(\$1,285,274)	(\$1,285,274)	(\$1,260,274)
	Capital Improvement Program		(\$590,000)	\$0	(\$340,600)
	Capitalized Expenses / Dredge Intermediate Fund		(\$468,091)	(\$229,582)	(\$194,762)
	Depreciation		\$0	(\$1,680,020)	\$0
NET INCOME/(LOSS)			\$40,249	(\$374,469)	\$291,316
FY21 INCOME PROJECTION NET OF DEPRECIATION / CAP EXPENSES					
	Capital Improvement Program				
	Capitalized Expenses / Dredge Intermediate Fund			\$229,582	
	Depreciation			\$1,680,020	
PROJECTED NET INCOME FY21				\$1,535,133	
FY22 Projected Reserve Fund Contribution					(\$76,139)
FY22 Projected Election Fund Contribution					(\$175)

Account	Description	CATEGORY	FY21 BUDGET	FY 21 PROJXN	FY22 BUDGET
ADMINISTRATIVE SERVICES (110)					
100-100-110-0000-5000	Salaries - Regular		\$245,358	\$245,192	\$247,000
100-100-110-0000-5005	Salaries - Overtime		\$500	\$0	\$500
100-100-110-0000-5010	Wages - Part Time/Temporary		\$1,000	\$0	\$1,000
100-100-110-0000-5020	Salaries - Vacation Pay		\$5,000	\$17,122	\$5,000
100-100-110-0000-5030	Salaries - Sick Pay			\$921	\$0
100-100-110-0000-5055	Unemployment Insurance (SUI)		\$2,000	\$795	\$1,500
100-100-110-0000-5060	FICA Medicare/Social Security		\$18,500	\$18,353	\$18,627
100-100-110-0000-5075	Auto Allowance		\$2,400	\$2,400	\$2,400
100-100-110-0000-5105	Workers' Compensation		\$9,293	\$9,624	\$10,178
100-100-110-0000-5110	CalPERS Employer Share		\$30,998	\$28,695	\$29,524
100-100-110-0000-5112	CalPERS Unfunded Liability		\$43,425	\$45,090	\$51,006
100-100-110-0000-5115	Health Insurance		\$39,332	\$43,435	\$46,307
100-100-110-0000-5120	Dental Insurance		\$2,847	\$3,363	\$3,389
100-100-110-0000-5125	Long Term Disability/Life/AD&D		\$1,275	\$1,180	\$752
100-100-110-0000-5200	Printing & Newsletter		\$14,000	\$14,636	\$14,000
100-100-110-0000-5202	Legal Notices		\$1,000	\$250	\$1,000
100-100-110-0000-5204	Advertising		\$3,000	\$2,949	\$3,000
100-100-110-0000-5206	Postage		\$12,000	\$7,329	\$10,000
100-100-110-0000-5208	Promotional Expense		\$4,000	\$0	\$4,000
100-100-110-0000-5214	Office Supplies		\$14,000	\$10,773	\$14,000
100-100-110-0000-5217	Supplies		\$1,000	\$500	\$1,000
100-100-110-0000-5240	Miscellaneous Employee Training		\$2,000	\$600	\$2,000
100-100-110-0000-5242	Pre-Employment Physicals		\$1,000	\$100	\$1,000
100-100-110-0000-5256	Equipment Rental		\$1,000	\$0	\$1,000
100-100-110-0000-5262	Insurance Premiums		\$20,000	\$18,815	\$21,000
100-100-110-0000-5264	Insurance Claims		\$6,000	\$9,980	\$6,000
100-100-110-0000-5266	Memberships, Dues, Subscriptions		\$13,500	\$6,390	\$7,000
100-100-110-0000-5268	Meetings & Training		\$5,000	\$500	\$5,000
100-100-110-0000-5270	Books		\$300	\$0	\$300
100-100-110-0000-5282	Bank Service Charges		\$16,000	\$13,691	\$16,000
100-100-110-0000-5284	Credit Card Fees		\$40,000	\$30,924	\$40,000
100-100-110-0000-5286	Data Storage		\$3,000	\$3,336	\$3,000
100-100-110-0000-5288	Employee Recognition		\$3,000	\$0	\$3,000
100-100-110-0000-5290	Miscellaneous Expenses		\$1,000	\$500	\$1,000
100-100-110-0000-5298	Interest Expense		\$2,000	\$712	\$2,000
100-100-110-0000-5310	Telephone & Alarms		\$30,000	\$30,745	\$31,000
100-100-110-0000-5415	Miscellaneous Professional Services		\$12,000	\$10,800	\$12,000
100-100-110-0000-5416	Legal Consultation		\$62,000	\$57,773	\$40,000
100-100-110-0000-5420	Technical Services		\$20,000	\$20,275	\$21,000
100-100-110-0000-5425	Contract Services		\$12,000	\$10,650	\$12,000
100-100-110-0000-5450	Other Services		\$10,000	\$5,569	\$10,000
100-100-110-0000-5465	Software License & Application		\$25,000	\$24,196	\$28,000
100-100-110-0000-5470	LAFCO Assessment		\$14,000	\$11,519	\$14,000
100-100-110-0000-5500	Mileage Reimbursement		\$1,000	\$250	\$1,000
100-100-110-0000-5510	Meetings & Seminars		\$3,000	\$0	\$3,000
100-100-110-0000-5694	Office Equipment R&M		\$15,000	\$2,500	\$12,000
100-100-110-0000-5698	Equipment/Equipment R&M		\$10,000	\$5,109	\$8,000
100-100-110-CO19-5000	COVID-19 Labor			\$14,718	
100-100-110-CO19-6300	COVID-19 Expenses			\$53,965	
TOTAL ADMINISTRATIVE SERVICES			\$778,728	\$786,225	\$764,483

Account	Description	CATEGORY	FY21 BUDGET	FY 21 PROJXN	FY22 BUDGET
FINANCE & PURCHASING (120)					
100-100-120-0000-5000	Salaries - Regular		\$99,702	\$91,583	\$97,165
100-100-120-0000-5005	Salaries - Overtime		\$1,000	\$0	\$500
100-100-120-0000-5010	Wages - Part Time/Temporary		\$1,000	\$0	\$1,000
100-100-120-0000-5015	Salaries - Comp. Time			\$0	\$0
100-100-120-0000-5025	Salaries - Holiday Pay			\$0	\$0
100-100-120-0000-5030	Salaries - Sick Pay			\$0	\$0
100-100-120-0000-5055	Unemployment Insurance (SUI)		\$1,000	\$539	\$1,000
100-100-120-0000-5060	FICA Medicare/Social Security		\$8,004	\$6,578	\$8,138
100-100-120-0000-5105	Workers' Compensation		\$3,927	\$4,301	\$4,301
100-100-120-0000-5110	CalPERS Employer Share		\$8,064	\$6,578	\$7,681
100-100-120-0000-5112	CalPERS Unfunded Liability		\$11,297	\$11,297	\$13,269
100-100-120-0000-5115	Health Insurance		\$16,434	\$15,949	\$19,382
100-100-120-0000-5120	Dental Insurance		\$1,203	\$1,230	\$1,432
100-100-120-0000-5125	Long Term Disability/Life/AD&D		\$539	\$432	\$307
100-100-120-0000-5214	Office Supplies		\$750	\$750	\$750
100-100-120-0000-5266	Memberships, Dues, Subscriptions		\$500	\$490	\$500
100-100-120-0000-5268	Meetings & Training		\$2,000	\$250	\$2,000
100-100-120-0000-5272	Software		\$500	\$0	\$500
100-100-120-0000-5290	Miscellaneous Expenses		\$1,000	\$1,000	\$1,000
100-100-120-0000-5420	Technical Services		\$2,000	\$250	\$2,000
100-100-120-0000-5460	Accounting & Auditing		\$46,000	\$43,759	\$46,000
100-100-120-0000-5465	Software License & Application		\$500	\$0	\$500
100-100-120-0000-5500	Mileage Reimbursement		\$150	\$0	\$150
100-100-120-0000-5698	Equipment/Equipment R&M		\$2,000	\$250	\$2,000
	TOTAL FINANCE & PURCHASING		\$207,570	\$185,236	\$209,575
PROPERTY MANAGEMENT (130)					
100-100-130-0000-5000	Salaries - Regular		\$10,446	\$19,764	\$15,764
100-100-130-0000-5055	Unemployment Insurance (SUI)		\$125	\$55	\$125
100-100-130-0000-5060	FICA Medicare/Social Security		\$786	\$768	\$1,755
100-100-130-0000-5105	Workers' Compensation		\$410	\$449	\$449
100-100-130-0000-5110	CalPERS Employer Share		\$2,377	\$2,087	\$2,264
100-100-130-0000-5112	CalPERS Unfunded Liability		\$3,330	\$3,330	\$3,912
100-100-130-0000-5115	Health Insurance		\$1,641	\$1,685	\$1,948
100-100-130-0000-5120	Dental Insurance		\$125	\$128	\$149
100-100-130-0000-5125	Long Term Disability/Life/AD&D		\$56	\$45	\$32
100-100-130-0000-5204	Advertising		\$1,500	\$500	\$1,500
100-100-130-0000-5262	Insurance Premiums		\$110,000	\$108,996	\$112,000
100-100-130-0000-5268	Meetings & Training		\$750	\$0	\$750
100-100-130-0000-5290	Miscellaneous Expenses		\$4,000	\$1,000	\$3,000
100-100-130-0000-5300	Gas & Electricity		\$80,000	\$76,933	\$82,500
100-100-130-0000-5305	Water, Sewer & Garbage		\$184,313	\$168,747	\$184,000
100-100-130-0000-5310	Telephone & Alarms		\$7,000	\$8,267	\$8,500
100-100-130-0000-5315	Sanitary Dist Charges		\$126,000	\$119,000	\$122,000
100-100-130-0000-5416	Legal Consultation		\$6,000	\$6,000	\$6,000
	TOTAL PROPERTY MANAGEMENT		\$538,859	\$517,755	\$546,648

Account	Description	CATEGORY	FY21 BUDGET	FY 21 PROJXN	FY22 BUDGET
ENVIRONMENTAL & PERMITTING (140)					
100-100-140-0000-5000	Salaries - Regular		\$17,740	\$10,716	\$14,117
100-100-140-0000-5005	Salaries - Overtime		\$3,500	\$3,500	\$3,500
100-100-140-0000-5010	Wages - Part Time/Temporary		\$43,000	\$38,167	\$45,000
100-100-140-0000-5030	Salaries - Sick Pay			\$426	\$0
100-100-140-0000-5055	Unemployment Insurance (SUI)		\$1,000	\$489	\$1,000
100-100-140-0000-5060	FICA Medicare/Social Security		\$3,725	\$3,270	\$3,226
100-100-140-0000-5105	Workers' Compensation		\$1,208	\$1,323	\$1,323
100-100-140-0000-5110	CalPERS Employer Share		\$3,379	\$2,967	\$3,219
100-100-140-0000-5112	CalPERS Unfunded Liability		\$4,734	\$4,734	\$5,561
100-100-140-0000-5115	Health Insurance		\$4,838	\$5,053	\$5,744
100-100-140-0000-5120	Dental Insurance		\$370	\$378	\$440
100-100-140-0000-5125	Long Term Disability/Life/AD&D		\$166	\$132	\$95
100-100-140-0000-5217	Supplies		\$1,000	\$500	\$1,000
100-100-140-0000-5235	Vehicle & Equipment Fuel		\$500	\$405	\$500
100-100-140-0000-5268	Meetings & Training		\$500	\$400	\$500
100-100-140-0000-5276	Permit Fees		\$8,000	\$6,800	\$8,000
100-100-140-0000-5292	Uniform Cleaning/Laundry		\$250	\$250	\$250
100-100-140-0000-5420	Technical Services		\$90,000	\$62,340	\$90,000
100-100-140-0000-5500	Mileage Reimbursement		\$500	\$0	\$500
100-100-140-0000-5625	Signage		\$200	\$100	\$200
100-100-140-0000-5665	Vehicle Maintenance		\$2,000	\$2,000	\$2,000
100-100-140-0000-5696	Permits & Inspections		\$2,500	\$1,800	\$2,500
100-100-140-0000-5698	Equipment/Equipment R&M		\$6,500	\$6,500	\$6,500
	TOTAL ENVIRONMENTAL & PERMITTING		\$195,610	\$152,250	\$195,175
PORT COMMISSION SUPPORT (190)					
100-100-190-0000-5000	Salaries - Regular		\$28,903	\$31,320	\$29,120
100-100-190-0000-5005	Salaries - Overtime		\$1,000	\$0	\$500
100-100-190-0000-5010	Wages - Part Time/Temporary		\$1,000	\$0	\$1,000
100-100-190-0000-5055	Unemployment Insurance (SUI)		\$100	\$29	\$100
100-100-190-0000-5060	FICA Medicare/Social Security		\$2,020	\$1,880	\$2,284
100-100-190-0000-5105	Workers' Compensation		\$1,239	\$1,357	\$1,357
100-100-190-0000-5110	CalPERS Employer Share		\$3,613	\$3,172	\$3,441
100-100-190-0000-5112	CalPERS Unfunded Liability		\$5,061	\$5,061	\$5,944
100-100-190-0000-5115	Health Insurance		\$4,964	\$5,198	\$5,894
100-100-190-0000-5120	Dental Insurance		\$380	\$389	\$452
100-100-190-0000-5125	Long Term Disability/Life/AD&D		\$170	\$137	\$97
100-100-190-0000-5214	Office Supplies		\$200	\$0	\$200
100-100-190-0000-5217	Supplies		\$100	\$50	\$100
100-100-190-0000-5268	Meetings & Training		\$6,000	(\$1,109)	\$6,000
100-100-190-0000-5270	Books		\$100	\$0	\$100
100-100-190-0000-5290	Miscellaneous Expenses		\$25,000	\$0	\$0
100-100-190-0000-5294	Commission Expenses		\$500	\$0	\$500
	TOTAL PORT COMMISSION SUPPORT		\$80,350	\$47,484	\$57,089

Account	Description	CATEGORY	FY21 BUDGET	FY 21 PROJXN	FY22 BUDGET
HARBOR PATROL (210)					
100-200-210-0000-5000	Salaries - Regular		\$330,715	\$339,851	\$342,000
100-200-210-0000-5005	Salaries - Overtime		\$12,000	\$7,189	\$10,000
100-200-210-0000-5010	Wages - Part Time/Temporary		\$16,000	\$9,865	\$16,000
100-200-210-0000-5020	Salaries - Vacation Pay		\$5,000	\$6,400	\$5,000
100-200-210-0000-5025	Salaries - Holiday Pay		\$5,000	\$7,391	\$5,000
100-200-210-0000-5030	Salaries - Sick Pay			\$0	\$0
100-200-210-0000-5040	Salaries - Call Back		\$1,500	\$1,200	\$1,500
100-200-210-0000-5045	Salaries - Call Ready		\$3,500	\$2,050	\$3,000
100-200-210-0000-5050	Salaries - Night Differential		\$3,500	\$7,185	\$7,500
100-200-210-0000-5055	Unemployment Insurance (SUI)		\$4,000	\$2,475	\$3,607
100-200-210-0000-5060	FICA Medicare/Social Security		\$31,320	\$29,116	\$31,900
100-200-210-0000-5100	Uniform Allowance		\$6,500	\$6,500	\$6,500
100-200-210-0000-5105	Workers' Compensation		\$15,204	\$17,250	\$17,250
100-200-210-0000-5110	CalPERS Employer Share		\$43,420	\$38,136	\$41,911
100-200-210-0000-5112	CalPERS Unfunded Liability		\$60,827	\$60,827	\$72,406
100-200-210-0000-5115	Health Insurance		\$66,518	\$74,958	\$80,527
100-200-210-0000-5120	Dental Insurance		\$4,659	\$4,761	\$5,744
100-200-210-0000-5125	Long Term Disability/Life/AD&D		\$2,086	\$1,671	\$1,189
100-200-210-0000-5217	Supplies		\$2,500	\$1,300	\$2,500
100-200-210-0000-5218	Tools		\$1,000	\$800	\$1,000
100-200-210-0000-5220	Harbor Patrol Supplies		\$3,000	\$3,000	\$3,000
100-200-210-0000-5224	Almar Maintenance		\$2,500	\$2,200	\$2,500
100-200-210-0000-5235	Vehicle & Equipment Fuel		\$8,000	\$5,500	\$8,000
100-200-210-0000-5236	Harbor Patrol Training		\$12,000	\$6,484	\$12,000
100-200-210-0000-5238	Harbor Patrol Misc. Expense		\$4,000	\$3,900	\$6,500
100-200-210-0000-5244	Background Investigations		\$1,500	\$2,800	\$3,000
100-200-210-0000-5262	Insurance Premiums		\$3,600	\$3,220	\$3,500
100-200-210-0000-5278	Booking Fees		\$2,000	\$0	\$2,000
100-200-210-0000-5415	Miscellaneous Professional Services		\$1,000	\$130	\$1,000
100-200-210-0000-5450	Other Services		\$50,000	\$18,000	\$16,000
100-200-210-0000-5500	Mileage Reimbursement		\$1,500	\$0	\$1,500
100-200-210-0000-5510	Meetings & Seminars		\$2,000	\$350	\$2,000
100-200-210-0000-5665	Vehicle Maintenance		\$4,000	\$3,800	\$4,000
100-200-210-0000-5692	Communications Maintenance		\$2,000	\$200	\$2,000
100-200-210-0000-6100	Capitalized Equip. Xfer 1100				
TOTAL HARBOR PATROL			\$712,349	\$668,509	\$721,534
MARINA MANAGEMENT (220)					
100-200-220-0000-5000	Salaries - Regular		\$277,993	\$241,010	\$264,817
100-200-220-0000-5005	Salaries - Overtime		\$1,000	\$364	\$500
100-200-220-0000-5010	Wages - Part Time/Temporary		\$27,500	\$20,050	\$26,000
100-200-220-0000-5020	Salaries - Vacation Pay		\$0	\$3,028	\$0
100-200-220-0000-5025	Salaries - Holiday Pay		\$1,000	\$4,581	\$2,500
100-200-220-0000-5040	Salaries - Call Back		\$350	\$0	\$0
100-200-220-0000-5055	Unemployment Insurance (SUI)		\$2,125	\$987	\$2,125
100-200-220-0000-5060	FICA Medicare/Social Security		\$23,500	\$17,093	\$17,725
100-200-220-0000-5105	Workers' Compensation		\$8,684	\$9,511	\$9,511
100-200-220-0000-5110	CalPERS Employer Share		\$41,649	\$36,582	\$39,669
100-200-220-0000-5112	CalPERS Unfunded Liability		\$58,346	\$58,346	\$68,532
100-200-220-0000-5115	Health Insurance		\$34,792	\$37,340	\$41,309
100-200-220-0000-5120	Dental Insurance		\$2,660	\$2,720	\$3,167
100-200-220-0000-5125	Long Term Disability/Life/AD&D		\$1,191	\$954	\$679
100-200-220-0000-5217	Supplies		\$2,000	\$3,138	\$6,000
100-200-220-0000-5222	HBI Maintenance		\$2,500	\$67	\$2,500
100-200-220-0000-5224	Almar Maintenance		\$5,000	\$0	\$5,000
100-200-220-0000-5262	Insurance Premiums		\$7,000	\$5,483	\$6,000
100-200-220-0000-5279	Bad Debt Expense		\$15,000	\$12,000	\$12,000
100-200-220-0000-5280	Lien Sale Expenses		\$2,500	\$15,000	\$2,500
100-200-220-0000-5465	Software License & Application		\$1,000	\$0	\$1,000
100-200-220-0000-5500	Mileage Reimbursement		\$600	\$40	\$600
TOTAL MARINA MANAGEMENT			\$516,390	\$468,294	\$512,134

Account	Description	CATEGORY	FY21 BUDGET	FY 21 PROJXN	FY22 BUDGET
RESCUE SERVICES (230)					
100-200-230-0000-5000	Salaries - Regular		\$24,500	\$18,868	\$24,684
100-200-230-0000-5005	Salaries - Overtime		\$1,000	\$964	\$1,000
100-200-230-0000-5010	Wages - Part Time/Temporary		\$1,000	\$0	\$1,000
100-200-230-0000-5040	Salaries - Call Back		\$3,750	\$2,074	\$3,750
100-200-230-0000-5045	Salaries - Call Ready		\$18,500	\$17,168	\$18,500
100-200-230-0000-5050	Salaries - Night Differential			\$0	\$0
100-200-230-0000-5055	Unemployment Insurance (SUI)		\$200	\$170	\$200
100-200-230-0000-5060	FICA Medicare/Social Security		\$3,468	\$2,699	\$4,079
100-200-230-0000-5105	Workers' Compensation		\$1,806	\$1,978	\$1,978
100-200-230-0000-5110	CalPERS Employer Share		\$2,540	\$2,232	\$2,420
100-200-230-0000-5112	CalPERS Unfunded Liability		\$3,559	\$3,559	\$4,180
100-200-230-0000-5115	Health Insurance		\$7,236	\$7,405	\$8,592
100-200-230-0000-5120	Dental Insurance		\$553	\$566	\$659
100-200-230-0000-5125	Long Term Disability/Life/AD&D		\$248	\$198	\$141
100-200-230-0000-5212	Safety Supplies		\$2,000	\$500	\$2,000
100-200-230-0000-5217	Supplies		\$500	\$0	\$500
100-200-230-0000-5222	Scout Maintenance		\$2,500	\$2,000	\$2,500
100-200-230-0000-5224	Almar Maintenance		\$4,500	\$4,300	\$4,500
100-200-230-0000-5226	Boat Fuel - Patrol Boats		\$8,900	\$5,000	\$7,000
100-200-230-0000-5228	Boat Fuel - Scout				
100-200-230-0000-5236	Harbor Patrol Training		\$7,000	\$0	\$7,000
100-200-230-0000-5238	Harbor Patrol Miscellaneous Expense		\$1,000	\$0	\$1,000
100-200-230-0000-5262	Insurance Premiums		\$4,500	\$4,020	\$4,500
100-200-230-0000-5425	Contract Services		\$20,000	\$15,000	\$22,280
	TOTAL RESCUE SERVICES		\$119,260	\$88,701	\$122,463
PARKING SERVICES (240)					
100-200-240-0000-5000	Salaries - Regular		\$79,025	\$23,146	\$25,075
100-200-240-0000-5005	Salaries - Overtime		\$1,000	\$612	\$500
100-200-240-0000-5010	Wages - Part Time/Temporary		\$115,000	\$52,969	\$95,000
100-200-240-0000-5020	Salaries - Vacation Pay			\$143	\$0
100-200-240-0000-5025	Salaries - Holiday Pay			\$474	\$0
100-200-240-0000-5030	Salaries - Sick Pay		\$1,000	\$540	\$1,000
100-200-240-0000-5055	Unemployment Insurance (SUI)		\$5,753	\$1,118	\$3,500
100-200-240-0000-5060	FICA Medicare/Social Security		\$14,699	\$6,782	\$11,071
100-200-240-0000-5105	Workers' Compensation		\$3,654	\$2,001	\$2,001
100-200-240-0000-5110	CalPERS Employer Share		\$10,302	\$9,049	\$4,817
100-200-240-0000-5112	CalPERS Unfunded Liability		\$14,431	\$14,431	\$8,322
100-200-240-0000-5115	Health Insurance		\$15,341	\$12,764	\$8,691
100-200-240-0000-5120	Dental Insurance		\$1,120	\$1,145	\$666
100-200-240-0000-5125	Long Term Disability/Life/AD&D		\$501	\$402	\$250
100-200-240-0000-5212	Safety Supplies		\$500	\$0	\$500
100-200-240-0000-5217	Supplies		\$12,000	\$13,000	\$12,000
100-200-240-0000-5218	Tools		\$100	\$0	\$100
100-200-240-0000-5231	Boat Fuel - Water Taxi <i>(Renamed)</i>				\$1,000
100-200-240-0000-5235	Vehicle & Equipment Fuel		\$2,500	\$1,200	\$2,500
100-200-240-0000-5240	Miscellaneous Employee Training		\$1,800	\$800	\$1,200
100-200-240-0000-5254	Rent & Leases		\$10,000	\$6,000	\$8,000
100-200-240-0000-5284	Credit Card Fees		\$27,000	\$45,000	\$50,000
100-200-240-0000-5292	Uniform Cleaning/Laundry		\$500	\$367	\$500
100-200-240-0000-5425	Contract Services		\$12,000	\$11,500	\$40,000
100-200-240-0000-5450	Other Services		\$30,000	\$32,000	\$32,000
100-200-240-0000-5465	Software License & Application		\$1,500	\$0	\$1,500
100-200-240-0000-5610	Water Taxi Maintenance				\$3,000
100-200-240-0000-5625	Signage		\$1,000	\$2,795	\$1,000
100-200-240-0000-5635	Parking Meters R&M		\$1,800	\$400	\$1,800
100-200-240-0000-5665	Vehicle Maintenance		\$4,000	\$500	\$3,000
100-200-240-0000-5698	Equipment/Equipment R&M		\$5,000	\$4,906	\$5,000
	TOTAL PARKING SERVICES		\$371,526	\$244,044	\$323,993

Account	Description	CATEGORY	FY21 BUDGET	FY 21 PROJXN	FY22 BUDGET
EVENTS (250)					
100-200-250-0000-5000	Salaries - Regular		\$9,135	\$0	\$9,204
100-200-250-0000-5005	Salaries - Overtime		\$2,000	\$0	\$1,000
100-200-250-0000-5010	Wages - Part Time/Temporary		\$3,000	\$0	\$3,000
100-200-250-0000-5055	Unemployment Insurance (SUI)		\$44	\$0	\$44
100-200-250-0000-5060	FICA Medicare/Social Security		\$660	\$0	\$700
100-200-250-0000-5105	Workers' Compensation		\$1,449	\$0	\$1,587
100-200-250-0000-5110	CalPERS Employer Share		\$1,189	\$0	\$1,132
100-200-250-0000-5112	CalPERS Unfunded Liability		\$1,665	\$0	\$1,956
100-200-250-0000-5115	Health Insurance		\$5,806	\$0	\$6,893
100-200-250-0000-5120	Dental Insurance		\$444	\$0	\$528
100-200-250-0000-5125	Long Term Disability/Life/AD&D		\$199	\$0	\$100
100-200-250-0000-5217	Supplies		\$4,200	\$0	\$4,200
100-200-250-0000-5256	Equipment Rental		\$1,000	\$0	\$1,000
100-200-250-0000-5290	Misc. Expenses		\$3,500	\$0	\$3,500
100-200-250-0000-5625	Signage		\$500	\$0	\$500
	TOTAL EVENTS		\$34,791	\$0	\$35,344
FUEL SERVICES (280)					
100-200-280-0000-5000	Salaries - Regular		\$2,291	\$9,071	\$9,140
100-200-280-0000-5005	Salaries - Overtime			\$5	\$0
100-200-280-0000-5010	Wages - Part Time/Temporary		\$20,000	\$16,881	\$22,000
100-200-280-0000-5030	Salaries - Sick Pay		\$300	\$0	\$300
100-200-280-0000-5055	Unemployment Insurance (SUI)		\$109	\$245	\$328
100-200-280-0000-5060	FICA Medicare/Social Security		\$2,030	\$1,842	\$2,342
100-200-280-0000-5105	Workers' Compensation		\$357	\$1,392	\$1,392
100-200-280-0000-5110	CalPERS Employer Share		\$1,119	\$982	\$1,066
100-200-280-0000-5112	CalPERS Unfunded Liability		\$1,567	\$1,567	\$1,841
100-200-280-0000-5115	Health Insurance		\$1,430	\$2,537	\$6,044
100-200-280-0000-5120	Dental Insurance		\$109	\$113	\$463
100-200-280-0000-5125	Long Term Disability/Life/AD&D		\$49	\$39	\$28
100-200-280-0000-5217	Supplies		\$1,000	\$0	\$1,000
100-200-280-0000-5218	Tools		\$100	\$0	\$100
100-200-280-0000-5245	Fuel Dock Gasoline		\$240,000	\$162,000	\$195,000
100-200-280-0000-5246	Fuel Dock Diesel		\$295,000	\$172,000	\$225,000
100-200-280-0000-5250	Fuel Dock Equipment & Supplies		\$1,000	\$100	\$1,000
100-200-280-0000-5252	Underground Storage Tank Maintenance		\$5,000	\$5,600	\$5,000
100-200-280-0000-5262	Insurance Premiums		\$4,000	\$1,934	\$4,000
100-200-280-0000-5276	Permit Fees		\$3,800	\$3,885	\$3,900
100-200-280-0000-5284	Credit Card Fees		\$7,500	\$7,500	\$8,000
100-200-280-0000-5465	Software License & Application		\$1,000	\$0	\$1,000
100-200-280-0000-5607	Fueling Equipment R&M		\$2,500	\$7,000	\$2,500
100-200-280-0000-6100	Capitalized Equip Xfer to 1100				\$22,000
	TOTAL FUEL SERVICES		\$590,261	\$394,693	\$491,444

Account	Description	CATEGORY	FY21 BUDGET	FY 21 PROJXN	FY22 BUDGET
DOCKS, PIERS, MARINE STRUCTURES (310)					
100-300-310-0000-5000	Salaries - Regular		\$40,099	\$69,536	\$65,775
100-300-310-0000-5005	Salaries - Overtime		\$2,000	\$2,000	\$2,000
100-300-310-0000-5010	Wages - Part Time/Temporary		\$4,000	\$0	\$4,000
100-300-310-0000-5055	Unemployment Insurance (SUI)		\$750	\$447	\$750
100-300-310-0000-5060	FICA Medicare/Social Security		\$2,800	\$6,963	\$7,830
100-300-310-0000-5105	Workers' Compensation		\$2,331	\$2,956	\$2,956
100-300-310-0000-5110	CalPERS Employer Share		\$6,642	\$5,835	\$8,547
100-300-310-0000-5112	CalPERS Unfunded Liability		\$9,305	\$9,305	\$14,765
100-300-310-0000-5115	Health Insurance		\$10,040	\$10,527	\$13,537
100-300-310-0000-5120	Dental Insurance		\$714	\$731	\$984
100-300-310-0000-5125	Long Term Disability/Life/AD&D		\$320	\$257	\$183
100-300-310-0000-5212	Safety Supplies		\$1,000	\$575	\$1,000
100-300-310-0000-5214	Office Supplies		\$250	\$44	\$250
100-300-310-0000-5217	Supplies		\$1,000	\$780	\$1,000
100-300-310-0000-5218	Tools		\$5,000	\$2,500	\$2,500
100-300-310-0000-5230	Boat Fuel - Odd Job		\$750	\$75	\$500
100-300-310-0000-5235	Vehicle & Equipment Fuel		\$2,500	\$1,940	\$2,500
100-300-310-0000-5240	Miscellaneous Employee Training		\$5,000	\$5,000	\$5,000
100-300-310-0000-5256	Equipment Rental		\$2,000	\$0	\$2,000
100-300-310-0000-5262	Insurance Premiums		\$130,000	\$122,920	\$126,000
100-300-310-0000-5268	Meetings & Training		\$1,500	\$0	\$1,000
100-300-310-0000-5282	Bank Service Charges			\$0	\$0
100-300-310-0000-5290	Miscellaneous Expenses		\$750	\$668	\$750
100-300-310-0000-5292	Uniform Cleaning/Laundry		\$500	\$578	\$600
100-300-310-0000-5430	Engineering Services		\$3,000	\$3,000	\$3,000
100-300-310-0000-5500	Mileage Reimbursement		\$500	\$0	\$500
100-300-310-0000-5605	Piers & Marine Structures R&M		\$15,000	\$23,326	\$15,000
100-300-310-0000-5615	Maintenance Work Boat R&M		\$1,000	\$1,000	\$1,000
100-300-310-0000-5620	Paint & Supplies		\$3,000	\$2,250	\$3,000
100-300-310-0000-5625	Signage		\$2,000	\$57	\$1,000
100-300-310-0000-5665	Vehicle Maintenance		\$3,000	\$3,000	\$3,000
100-300-310-0000-5698	Equipment/Equipment R&M		\$4,500	\$2,500	\$4,500
100-300-310-0000-5725	Welding Supplies		\$2,500	\$450	\$2,500
100-300-310-0000-6100	Capitalized Equip Xfer to 1100		\$15,000	\$15,000	
100-300-310-0000-5672	Other Repairs & Maintenance				
TOTAL DOCKS, PIERS, MARINE STRUCTURES			\$263,751	\$279,220	\$297,927
UTILITIES (320)					
100-300-320-0000-5000	Salaries - Regular		\$52,856	\$20,079	\$24,500
100-300-320-0000-5005	Salaries - Overtime		\$1,000	\$0	\$1,000
100-300-320-0000-5010	Wages - Part Time/Temporary		\$1,000	\$0	\$1,000
100-300-320-0000-5055	Unemployment Insurance (SUI)		\$750	\$170	\$750
100-300-320-0000-5060	FICA Medicare/Social Security		\$1,800	\$1,386	\$1,422
100-300-320-0000-5105	Workers' Compensation		\$3,108	\$3,404	\$3,404
100-300-320-0000-5110	CalPERS Employer Share		\$5,757	\$5,058	\$5,483
100-300-320-0000-5112	CalPERS Unfunded Liability		\$8,065	\$8,065	\$9,473
100-300-320-0000-5115	Health Insurance		\$12,453	\$12,530	\$14,785
100-300-320-0000-5120	Dental Insurance		\$953	\$974	\$1,133
100-300-320-0000-5125	Long Term Disability/Life/AD&D		\$426	\$342	\$243
100-300-320-0000-5212	Safety Supplies		\$3,000	\$564	\$3,000
100-300-320-0000-5217	Supplies		\$1,000	\$1,006	\$1,000
100-300-320-0000-5240	Miscellaneous Employee Training		\$3,500	\$3,500	\$3,500
100-300-320-0000-5290	Miscellaneous Expenses		\$250	\$0	\$250
100-300-320-0000-5600	Building Repairs & Maintenance				
100-300-320-0000-5650	Storm Drain Maintenance		\$5,000	\$3,886	\$5,000
100-300-320-0000-5665	Vehicle Maintenance		\$3,000	\$2,500	\$3,000
100-300-320-0000-5670	Utility Maintenance		\$17,000	\$7,590	\$12,000
100-300-320-0000-5698	Equipment/Equipment R&M		\$5,000	\$591	\$5,000
100-300-320-0000-6100	Capitalized Equipment Xfer to 1100		\$7,000	\$0	
TOTAL UTILITIES			\$125,918	\$71,645	\$95,943

Account	Description	CATEGORY	FY21 BUDGET	FY 21 PROJXN	FY22 BUDGET
BUILDINGS (330)					
100-300-330-0000-5000	Salaries - Regular		\$50,431	\$65,127	\$62,127
100-300-330-0000-5005	Salaries - Overtime		\$1,000	\$1,209	\$1,000
100-300-330-0000-5010	Wages - Part Time/Temporary		\$5,000	\$0	\$5,000
100-300-330-0000-5015	Salaries - Comp. Time		\$1,000	\$0	\$1,000
100-300-330-0000-5020	Salaries - Vacation Pay		\$1,000	\$2,895	\$1,000
100-300-330-0000-5025	Salaries - Holiday Pay			\$103	\$0
100-300-330-0000-5040	Salaries - Call Back			\$825	\$500
100-300-330-0000-5045	Salaries - Call Ready		\$5,000	\$5,000	\$5,000
100-300-330-0000-5055	Unemployment Insurance (SUI)		\$896	\$313	\$896
100-300-330-0000-5060	FICA Medicare/Social Security		\$4,858	\$5,115	\$5,728
100-300-330-0000-5105	Workers' Compensation		\$3,108	\$3,404	\$3,404
100-300-330-0000-5110	CalPERS Employer Share		\$5,081	\$4,461	\$7,059
100-300-330-0000-5112	CalPERS Unfunded Liability		\$7,118	\$7,118	\$12,195
100-300-330-0000-5115	Health Insurance		\$16,653	\$16,386	\$18,985
100-300-330-0000-5120	Dental Insurance		\$953	\$974	\$1,133
100-300-330-0000-5125	Long Term Disability/Life/AD&D		\$426	\$342	\$250
100-300-330-0000-5212	Safety Supplies		\$2,000		\$2,000
100-300-330-0000-5216	Janitorial Supplies		\$30,000	\$26,344	\$30,000
100-300-330-0000-5217	Supplies		\$4,000	\$2,000	\$4,000
100-300-330-0000-5218	Tools		\$5,000	\$883	\$2,500
100-300-330-0000-5235	Vehicle & Equipment Fuel		\$2,500	\$2,403	\$2,750
100-300-330-0000-5240	Miscellaneous Employee Training		\$2,500	\$2,500	\$2,500
100-300-330-0000-5256	Equipment Rental		\$500	\$0	\$500
100-300-330-0000-5262	Insurance Premiums		\$22,000	\$21,616	\$23,775
100-300-330-0000-5266	Memberships, Dues, Subscriptions		\$250	\$203	\$250
100-300-330-0000-5268	Meetings & Training		\$1,000	\$1,000	\$1,000
100-300-330-0000-5282	Bank Service Charges				
100-300-330-0000-5290	Miscellaneous Expenses		\$1,000	\$669	\$1,000
100-300-330-0000-5292	Uniform Cleaning/Laundry		\$3,200	\$2,156	\$3,200
100-300-330-0000-5305	Water, Sewer & Garbage		\$68,682	\$59,647	\$61,000
100-300-330-0000-5308	Hazmat Disposal		\$3,500	\$2,850	\$3,500
100-300-330-0000-5310	Telephone & Alarms				
100-300-330-0000-5412	Custodial Contract		\$65,000	\$60,579	\$65,000
100-300-330-0000-5425	Contract Services				
100-300-330-0000-5430	Engineering Services		\$10,000	\$1,200	\$5,000
100-300-330-0000-5450	Other Services		\$1,500	\$380	\$1,500
100-300-330-0000-5600	Building Repairs & Maintenance		\$40,000	\$36,462	\$38,000
100-300-330-0000-5620	Paint & Supplies		\$5,000	\$1,032	\$5,000
100-300-330-0000-5625	Signage		\$1,000	\$25	\$1,000
100-300-330-0000-5645	Street Maintenance		\$6,000	\$1,800	\$4,000
100-300-330-0000-5660	Street Light Maintenance		\$2,500	\$1,200	\$2,500
100-300-330-0000-5665	Vehicle Maintenance		\$3,000	\$3,000	\$3,500
100-300-330-0000-5698	Equipment/Equipment R&M		\$5,000	\$2,757	\$5,000
100-300-330-0000-5725	Welding Supplies		\$1,500	\$1,500	\$1,500
TOTAL BUILDINGS			\$389,156	\$345,478	\$395,252

Account	Description	CATEGORY	FY21 BUDGET	FY 21 PROJXN	FY22 BUDGET
GROUNDS (340)					
100-300-340-0000-5000	Salaries - Regular		\$186,262	\$186,000	\$187,659
100-300-340-0000-5005	Salaries - Overtime		\$4,500	\$5,145	\$4,500
100-300-340-0000-5010	Wages - Part Time/Temporary		\$66,500	\$22,860	\$14,000
100-300-340-0000-5015	Salaries - Comp. Time		\$450	\$0	\$450
100-300-340-0000-5020	Salaries - Vacation Pay		\$1,500	\$1,500	\$1,500
100-300-340-0000-5025	Salaries - Holiday Pay			\$206	\$0
100-300-340-0000-5030	Salaries - Sick Pay		\$250	\$195	\$250
100-300-340-0000-5040	Salaries - Call Back		\$1,450	\$2,544	\$2,500
100-300-340-0000-5045	Salaries - Call Ready		\$7,500	\$7,035	\$7,500
100-300-340-0000-5055	Unemployment Insurance (SUI)		\$3,015	\$998	\$1,800
100-300-340-0000-5060	FICA Medicare/Social Security		\$18,573	\$18,067	\$15,477
100-300-340-0000-5105	Workers' Compensation		\$13,335	\$14,051	\$14,605
100-300-340-0000-5110	CalPERS Employer Share		\$19,345	\$16,989	\$18,425
100-300-340-0000-5112	CalPERS Unfunded Liability		\$27,100	\$27,100	\$31,831
100-300-340-0000-5115	Health Insurance		\$53,430	\$53,352	\$63,438
100-300-340-0000-5120	Dental Insurance		\$4,086	\$4,176	\$4,863
100-300-340-0000-5125	Long Term Disability/Life/AD&D		\$1,829	\$1,466	\$1,000
100-300-340-0000-5210	Hazmat Supplies		\$7,500	\$4,710	\$7,500
100-300-340-0000-5212	Safety Supplies		\$3,000	\$1,800	\$3,000
100-300-340-0000-5216	Janitorial Supplies				0
100-300-340-0000-5217	Supplies		\$6,500	\$2,745	\$4,000
100-300-340-0000-5218	Tools		\$5,000	\$1,500	\$2,500
100-300-340-0000-5235	Vehicle & Equipment Fuel		\$6,000	\$2,943	\$4,500
100-300-340-0000-5240	Miscellaneous Employee Training		\$2,500	\$2,500	\$2,500
100-300-340-0000-5256	Equipment Rental		\$3,000	\$1,880	\$3,000
100-300-340-0000-5266	Memberships, Dues, Subscriptions		\$500	\$150	\$500
100-300-340-0000-5276	Permit Fees		\$2,500	\$474	\$2,500
100-300-340-0000-5284	Credit Card Fees		\$500		\$0
100-300-340-0000-5292	Uniform Cleaning/Laundry		\$4,000	\$2,500	\$4,000
100-300-340-0000-5300	Gas & Electricity		\$195,000	\$206,814	\$210,000
100-300-340-0000-5305	Water, Sewer & Garbage		\$98,863	\$89,340	\$90,000
100-300-340-0000-5308	Hazmat Disposal		\$10,000	\$10,000	\$10,000
100-300-340-0000-5405	Landscaping		\$10,000	\$2,281	\$10,000
100-300-340-0000-5425	Contract Services		\$10,000	\$2,000	\$5,000
100-300-340-0000-5500	Mileage Reimbursement		\$500	\$0	\$500
100-300-340-0000-5600	Building Repairs & Maintenance			\$0	\$0
100-300-340-0000-5620	Paint & Supplies		\$5,000	\$1,500	\$5,000
100-300-340-0000-5625	Signage		\$5,000	\$3,000	\$4,000
100-300-340-0000-5630	Parking Lot R&M		\$15,000	\$3,094	\$10,000
100-300-340-0000-5645	Street Maintenance		\$2,500	\$2,500	\$2,500
100-300-340-0000-5665	Vehicle Maintenance		\$5,000	\$5,000	\$5,000
100-300-340-0000-5672	Other Repairs & Maintenance		\$3,500	\$3,000	\$3,500
100-300-340-0000-5696	Permits & Inspections		\$2,500	\$1,880	\$2,500
100-300-340-0000-5698	Equipment/Equipment R&M		\$10,000	\$5,500	\$10,000
100-300-340-0000-5725	Welding Supplies				0
100-300-340-0000-5800	Fish Removal Expenses		\$2,500	\$1,093	\$2,500
100-300-340-0000-5805	Waste Oil Disposal/Recycle		\$12,500	\$10,118	\$12,500
100-300-340-0000-6100	Capitalized Equipment Xfer to 1100		\$30,000	\$0	
TOTAL GROUNDS			\$837,988	\$730,006	\$786,798

Account	Description	CATEGORY	FY21 BUDGET	FY 21 PROJXN	FY22 BUDGET
AERATION (350)					
100-300-350-0000-5000	Salaries - Regular		\$16,568	\$9,071	\$12,692
100-300-350-0000-5040	Salaries - Call Back			\$113	\$0
100-300-350-0000-5055	Unemployment Insurance (SUI)		\$250	\$23	\$250
100-300-350-0000-5060	FICA Medicare/Social Security		\$1,533	\$646	\$1,471
100-300-350-0000-5105	Workers' Compensation		\$798	\$874	\$874
100-300-350-0000-5110	CalPERS Employer Share		\$2,657	\$2,335	\$2,531
100-300-350-0000-5112	CalPERS Unfunded Liability		\$3,722	\$3,722	\$4,372
100-300-350-0000-5115	Health Insurance		\$3,197	\$3,195	\$3,796
100-300-350-0000-5120	Dental Insurance		\$244	\$251	\$291
100-300-350-0000-5125	Long Term Disability/Life/AD&D		\$109	\$87	\$63
100-300-350-0000-5217	Supplies		\$1,500	\$275	\$1,000
100-300-350-0000-5300	Gas & Electricity		\$20,000	\$17,983	\$20,000
100-300-350-0000-5698	Equipment/Equip. R&M		\$10,000	\$2,825	\$10,000
	TOTAL AERATION		\$60,578	\$41,400	\$57,340
FISHERY SUPPORT (360)					
100-300-360-0000-5000	Salaries - Regular		\$13,175	\$2,975	\$9,775
100-300-360-0000-5060	FICA Medicare/Social Security		\$303	\$110	\$290
100-300-360-0000-5105	Workers' Compensation		\$158	\$173	\$173
100-300-360-0000-5110	CalPERS Employer Share		\$676	\$593	\$644
100-300-360-0000-5112	CalPERS Unfunded Liability		\$947	\$947	\$1,112
100-300-360-0000-5115	Health Insurance		\$631	\$639	\$749
100-300-360-0000-5120	Dental Insurance		\$48	\$50	\$57
100-300-360-0000-5125	Long Term Disability/Life/AD&D		\$22	\$18	\$22
100-300-360-0000-5675	Hoist / Ice Equipment R&M <i>(Renamed)</i>		\$3,500	\$1,375	\$3,500
	TOTAL FISHERY SUPPORT		\$19,460	\$6,880	\$16,322
CAPITAL PROJECTS (390)					
100-300-390-0000-5000	Salaries - Regular		\$5,147	\$1,250	\$4,785
100-300-390-0000-5055	Unemployment Insurance (SUI)		\$75	\$0	\$75
100-300-390-0000-5060	FICA Medicare/Social Security		\$200	\$60	\$178
100-300-390-0000-5276	Permit Fees		\$1,000	\$0	\$2,500
100-300-390-0000-5290	Miscellaneous Expenses		\$200	\$0	\$500
100-300-390-0000-5298	Interest Expense		\$451,463	\$451,463	\$407,559
100-300-390-0000-5416	Legal Consultation		\$1,000	\$1,000	\$2,000
100-300-390-0000-5430	Engineering Services				
100-300-390-0000-5500	Mileage Reimbursement		\$200	\$0	\$200
100-300-390-0000-6200	Principal Debt Payments		\$1,285,274	\$1,285,274	\$1,260,274
	TOTAL CAPITAL PROJECTS		\$459,285	\$453,773	\$417,797

Account	Description	CATEGORY	FY21 BUDGET	FY 21 PROJXN	FY22 BUDGET
DREDGING OPERATIONS (400)					
100-300-400-0000-5000	Salaries - Regular		\$523,312	\$477,004	\$527,237
100-300-400-0000-5005	Salaries - Overtime		\$25,000	\$27,225	\$25,000
100-300-400-0000-5010	Wages - Part Time/Temporary		\$20,000	\$47,580	\$20,000
100-300-400-0000-5015	Salaries - Comp. Time		\$3,250	\$0	\$2,500
100-300-400-0000-5020	Salaries - Vacation Pay		\$2,500	\$0	\$2,000
100-300-400-0000-5025	Salaries - Holiday Pay		\$1,500	\$19	\$1,500
100-300-400-0000-5030	Salaries - Sick Pay			\$1,921	\$0
100-300-400-0000-5055	Unemployment Insurance (SUI)		\$7,985	\$4,172	\$7,800
100-300-400-0000-5060	FICA Medicare/Social Security		\$52,850	\$42,713	\$46,813
100-300-400-0000-5105	Workers' Compensation		\$25,400	\$27,819	\$27,819
100-300-400-0000-5110	CalPERS Employer Share		\$35,822	\$31,464	\$34,120
100-300-400-0000-5112	CalPERS Unfunded Liability		\$50,183	\$50,183	\$58,945
100-300-400-0000-5115	Health Insurance		\$106,669	\$111,605	\$125,731
100-300-400-0000-5120	Dental Insurance		\$7,783	\$7,953	\$9,262
100-300-400-0000-5125	Long Term Disability/Life/AD&D		\$3,484	\$2,791	\$2,024
100-300-400-0000-5210	Hazmat Supplies		\$3,000	\$3,000	\$3,000
100-300-400-0000-5212	Safety Supplies		\$5,500	\$6,371	\$6,375
100-300-400-0000-5217	Supplies		\$8,000	\$8,000	\$8,000
100-300-400-0000-5218	Tools		\$10,000	\$10,000	\$10,000
100-300-400-0000-5232	Boat Fuel - Dredge Skiff		\$1,200	\$500	\$1,200
100-300-400-0000-5233	Boat Fuel - Twin Lakes		\$115,000	\$100,000	\$105,000
100-300-400-0000-5234	Boat Fuel - Dauntless		\$10,000	\$7,500	\$10,000
100-300-400-0000-5235	Vehicle & Equipment Fuel		\$11,000	\$11,000	\$11,000
100-300-400-0000-5236	Harbor Patrol Training			\$0	\$0
100-300-400-0000-5240	Miscellaneous Employee Training		\$10,000	\$10,000	\$10,000
100-300-400-0000-5256	Equipment Rental		\$32,000	\$30,000	\$32,000
100-300-400-0000-5262	Insurance Premiums		\$15,000	\$10,534	\$12,000
100-300-400-0000-5266	Memberships, Dues, Subscriptions		\$500	\$500	\$500
100-300-400-0000-5268	Meetings & Training		\$2,000	\$2,417	\$2,000
100-300-400-0000-5270	Books		\$100	\$0	\$100
100-300-400-0000-5276	Permit Fees		\$10,000	\$10,000	\$10,000
100-300-400-0000-5290	Miscellaneous Expenses		\$5,000	\$5,000	\$5,000
100-300-400-0000-5292	Uniform Cleaning/Laundry		\$6,500	\$6,500	\$6,500
100-300-400-0000-5308	Hazmat Disposal		\$5,000	\$3,500	\$5,000
100-300-400-0000-5418	Freight		\$2,500	\$416	\$2,500
100-300-400-0000-5440	Environmental Services		\$10,000	\$0	\$10,000
100-300-400-0000-5445	Dredge Consulting		\$25,000	\$0	\$15,000
100-300-400-0000-5450	Other Services		\$10,000	\$5,000	\$5,000
100-300-400-0000-5500	Mileage Reimbursement		\$1,000	\$0	\$1,000
100-300-400-0000-5620	Paint & Supplies		\$5,000	\$5,000	\$5,000
100-300-400-0000-5665	Vehicle Maintenance		\$5,000	\$3,500	\$5,000
100-300-400-0000-5672	Other Repairs & Maintenance		\$1,500	\$1,500	\$1,500
100-300-400-0000-5685	Safety Equipment R&M		\$1,500	\$500	\$1,500
100-300-400-0000-5698	Equipment/Equipment R&M		\$45,000	\$45,000	\$45,000
100-300-400-0000-5700	Maint/Lube Inner Harbor Dredge		\$15,000	\$20,000	\$20,000
100-300-400-0000-5705	Maint/Lube Dredge Twin Lakes		\$100,000	\$115,000	\$115,000
100-300-400-0000-5707	Maint/Lube - Ancillary Equipment		\$63,000	\$63,000	\$65,000
100-300-400-0000-5710	Maint/Lube Dredge Workboat Dauntless		\$30,000	\$30,000	\$30,000
100-300-400-0000-5715	Dredge Paint/Coatings		\$15,000	\$17,193	\$17,500
100-300-400-0000-5720	Booster Pump R&M		\$15,000	\$10,000	\$10,000
100-300-400-0000-5725	Welding Supplies		\$10,000	\$10,000	\$10,000
100-300-400-SO01-5000	January 2017 Winter Storms - Salaries				
100-300-400-0000-6105	Capitalized Equip Xfer to 1100		\$186,091	\$214,582	\$172,762
TOTAL DREDGING OPERATIONS			\$1,470,038	\$1,383,380	\$1,487,426

Account	Description	CATEGORY	FY21 BUDGET	FY 21 PROJXN	FY22 BUDGET
BOATYARD OPERATIONS (500)					
100-500-500-0000-5000	Salaries - Regular		\$115,421	\$126,625	\$127,575
100-500-500-0000-5005	Salaries - Overtime		\$1,000	\$1,500	\$1,000
100-500-500-0000-5010	Wages - Part Time/Temp.		\$10,000	\$4,826	\$10,000
100-500-500-0000-5015	Salaries - Comp. Time		\$300	\$0	\$300
100-500-500-0000-5025	Salaries - Holiday Pay			\$103	\$0
100-500-500-0000-5040	Call Back		\$500	\$0	\$500
100-500-500-0000-5055	Unemployment Insurance (SUI)		\$1,325	\$922	\$1,250
100-500-500-0000-5060	FICA Medicare/Social Security		\$9,399	\$10,220	\$12,172
100-500-500-0000-5105	Workers' Compensation		\$9,534	\$10,442	\$10,442
100-500-500-0000-5110	CalPERS Employer Share		\$8,437	\$7,410	\$8,036
100-500-500-0000-5112	CalPERS Unfunded Liability		\$11,819	\$11,819	\$13,883
100-500-500-0000-5115	Health Insurance		\$39,600	\$35,500	\$46,756
100-500-500-0000-5120	Dental Insurance		\$2,921	\$2,985	\$3,477
100-500-500-0000-5125	Long Term Disability/Life/AD&D		\$1,307	\$1,047	\$745
100-500-500-0000-5204	Advertising		\$525	\$0	\$525
100-500-500-0000-5210	Hazmat Supplies		\$500	\$883	\$500
100-500-500-0000-5212	Safety Supplies		\$500	\$300	\$500
100-500-500-0000-5217	Supplies		\$2,500	\$1,555	\$2,500
100-500-500-0000-5218	Tools		\$1,000	\$1,069	\$1,000
100-500-500-0000-5235	Fuel - Travelift		\$1,800	\$1,000	\$1,500
100-500-500-0000-5236	Boatyard Training				
100-500-500-0000-5240	Miscellaneous Employee Training		\$1,200	\$1,200	\$1,200
100-500-500-0000-5256	Equipment Rental		\$1,000	\$0	\$1,000
100-500-500-0000-5262	Insurance Premiums		\$4,000	\$4,022	\$4,425
100-500-500-0000-5276	Permit Fees		\$2,500	\$2,300	\$2,500
100-500-500-0000-5284	Credit Card Fees		\$5,000	\$5,259	\$5,300
100-500-500-0000-5290	Misc. Expenses		\$1,500	\$500	\$1,500
100-500-500-0000-5292	Uniforms		\$600	\$600	\$600
100-500-500-0000-5300	Gas & Electricity		\$15,000	\$16,291	\$16,250
100-500-500-0000-5305	Water, Sewer, Garbage		\$11,702	\$12,750	\$13,000
100-500-500-0000-5308	Hazmat Disposal		\$5,000	\$1,700	\$4,000
100-500-500-0000-5310	Telephone & Alarms		\$2,000	\$1,972	\$2,000
100-500-500-0000-5425	Contract Services		\$500	\$0	\$500
100-500-500-0000-5430	Engineering Services		\$500	\$0	\$500
100-500-500-0000-5450	Other Services		\$2,000	\$3,500	\$3,500
100-500-500-0000-5465	Software License & Application		\$500	\$0	\$500
100-500-500-0000-5500	Mileage Reimbursement		\$200	\$0	\$200
100-500-500-0000-5625	Signage		\$250	\$44	\$250
100-500-500-0000-5694	Office Equipment		\$200	\$254	\$250
100-500-500-0000-5698	Equipment R&M		\$6,000	\$7,800	\$6,500
100-500-500-0000-7000	Filtration System R&M		\$3,000	\$3,600	\$4,000
100-500-500-0000-7005	Filtration System Supplies		\$1,500	\$4,700	\$4,000
100-500-500-0000-7020	Cost of Goods Sold		\$10,000	\$6,500	\$10,000
100-500-500-0000-6100	Capital Outlay				
TOTAL BOATYARD OPERATIONS			\$292,540	\$291,198	\$324,636

NOTES

NOTES

**Santa Cruz Port District
Historic Annual Slip Rent Increases
FY12 – FY21**

Year	Slip Rent Increase (South Harbor)	Slip Rent Increase (North Harbor)	CPI (Calendar Year)¹	CPI Rate
FY 12	0%	0%	2010	1.5%
FY 13	+ 5%	+ 5% ²	2011	2.93%
FY 14	+ 2.5%	+ 2.5%	2012	2.68%
FY 15	+ 2.6%	+ 2.6%	2013	2.58%
FY 16	+ 2.7%	+ 2.7%	2014	2.7%
FY 17	0%	0%	2015	3.2%
FY18	2%	2%	2016	3.53%
FY19	2%	2%	2017	2.9%
FY20	2.5%	2.5%	2018	4.5%
FY21	2.5%	2.5%	2019	2.45%
10-YR AVERAGE	2.18%	< 2.18%		2.90%

¹ Budget prep / analysis occurs at the end of the calendar year preceding the start of the next fiscal year.

² 20-foot slips were excluded from fee increase in FY13.