



Special Closed & Regular Public Session of January 23, 2018

**Santa Cruz Port Commission
MINUTES**

Commissioners Present:

Dennis Smith Chairman
Toby Goddard Commissioner
Reed Geisreiter Commissioner
Darren Gertler Commissioner

Commissioners Absent:

Stephen Reed Vice-Chairman

SPECIAL PUBLIC SESSION – 5:30 PM

Chairman Smith brought the special public session to order at 5:30 PM at the Santa Cruz Harbor Office, 135 Fifth Avenue, Santa Cruz, CA 95062.

1. Oral Communication
2. Announcement of Closed Session Pursuant to Government Code (Ralph M. Brown Act) Section 54957.

At 5:31 PM, Chairman Smith announced the Commission will meet in closed session to discuss agenda item 3.

SPECIAL CLOSED SESSION

3. Public Employee Performance Evaluation
Title: Port Director

SPECIAL PUBLIC SESSION

4. Action and Vote Disclosure after Closed Session Pursuant to Government Code (Ralph M. Brown Act) Section 54957.1.

Chairman Smith announced that the Commission took no reportable action in closed session on item 3.

Chairman Smith adjourned the special open session following the closed meeting at 6:45 PM.

REGULAR PUBLIC SESSION – 7:00 PM

Chairman Smith brought the regular public session to order at 7:00 PM at the Santa Cruz Harbor Public Meeting Room, 365 A Lake Avenue, Santa Cruz, CA 95062.

5. Pledge of Allegiance
6. Oral Communication

Discussion: Joe Altmann, Commodore of the Santa Cruz Yacht Club, stated that the Yacht Club looks forward to continuing a good working relationship with the harbor in the upcoming year. Mr. Altmann invited the Commission to attend the Yacht Club's 90th anniversary celebration in April 2018.

The Commission expressed their appreciation for the continued cooperative working relationship between the Port District and Santa Cruz Yacht Club.

Slip renter Niels Kisling expressed his concern about being placed on the 2018 vessel use list, stating that he is an active boater and long-time slip renter.

Slip renter Rob Nichols asked for additional information regarding the 2018 waiting list renewals.

Administrative Services Manager Mac Laurie stated that the waiting list renewal notices are slightly different from those sent in prior years. She explained that 2018 waiting list renewal invoices were sent out in January, and a reminder letter will be sent to all customers with unpaid waiting list invoices in mid-February.

CONSENT AGENDA

7. Approval of Minutes
 - a) Special Closed and Special Public Session of December 12, 2017

MOTION: Motion made by Commissioner Goddard, seconded by Commissioner Geisreiter to approve the consent agenda.

- *Motion carried. Vice-Chairman Reed ABSENT.*

REGULAR AGENDA

8. Presentation by O'Neill Sea Odyssey on 100,000th Student Campaign

Discussion: O'Neill Sea Odyssey's (OSO) Executive Director Dan Haifley gave a presentation on OSO's 100,000th Student Campaign. He stated that OSO anticipates that the program will serve its 100,000th student in July 2018, and a celebratory ceremony will be held in fall 2018.

The Commission expressed their appreciation for OSO's efforts and thanked Mr. Haifley for his contributions.

9. Approval of Resolution 18-01 – Authorizing the Port Director to Execute Documents Accepting a Clean Vessel Act Pumpout Grant from the State of California Division of Boating and Waterways

Discussion: Port Director Olin stated that staff submitted a Clean Vessel Act Pumpout Grant Application to California State Parks, Division of Boating and Waterways (DBW), in June 2017. She stated that the grant application requests funding for the construction of a new pumpout facility at Santa Cruz Harbor.

Port Director Olin stated that the Port District's pumpout grant application is currently under review, but stated that Resolution 18-01 is required to complete the District's application packet.

MOTION: Motion made by Commissioner Gertler, seconded by Commissioner Geisreiter to approve Resolution 18-01 – Authorizing the Port Director to Execute Documents Accepting a Clean Vessel Act Pumpout Grant from the State of California Division of Boating and Waterways.
- *Motion carried. Vice-Chairman Reed ABSENT.*

10. Approval of Resolution 18-02 – Declaring that Governing Body Members and Volunteers shall be Deemed to be Employees of the Port District for the Purpose of Providing Workers' Compensation Coverage

11. Discussion: Port Director Olin stated that Resolution 18-02 fulfills Special District Risk Management Authority (SDRMA) workers' compensation coverage requirements for governing body members.

In response to a question posed by Commissioner Goddard, Port Director Olin confirmed that approval of the resolution will not negatively impact the District's workers' compensation costs.

MOTION: Motion made by Commissioner Goddard, seconded by Commissioner Geisreiter to approve Resolution 18-02 – Declaring that Governing Body Members and Volunteers shall be Deemed to be Employees of the Port District for the Purpose of Providing Workers' Compensation Coverage.
- *Motion carried. Vice-Chairman Reed ABSENT.*

12. Approval of Resolution 18-03 – Adopting Amendments to the Port District's Salary Schedule and Approval of Salary and Benefit Agreement Between Santa Cruz Port District and Harbor Management Group

Discussion: Port Director Olin recommended approval of Resolution 18-03, which approves the following:

- An amended consolidated salary schedule, which increases the pay ranges for the Harbor Management Group employees by 3% effective January 16, 2018; and, 3% effective January 1, 2019; and, 1.5% effective January 1, 2020; and
- An increase to the Harbor Management group positions by one salary grade, from Grade 28 to Grade 29 effective January 16, 2018; and, from Grade 29 to Grade 30 effective January 1, 2019; and
- An increase in wages for unrepresented employees to align with California minimum wage standards effective January 1, 2018; and
- An Increase in wages for the following unrepresented positions by 3%: Harbor Maintenance Worker I, II and III; Parking Coordinator – Provisional.

Port Director Olin reported that the tentative agreement reached with the Harbor Management Group on other salary and benefits is commensurate with labor agreements reached with the Harbor Employees' Association and Operating Engineers Local No. 3 as outlined in the staff report.

MOTION: Motion made by Commissioner Gertler, seconded by Commissioner Geisreiter to approve Resolution 18-03 – Adopting Amendments to the Port District's Salary Schedule and Approval of Salary and Benefit Agreement Between Santa Cruz Port District and Harbor Management Group
 – *Motion carried. Vice-Chairman Reed ABSENT.*

13. Port District Priorities 2018

Port Director Olin highlighted the following Port District priorities for 2018:

- Ensure that debt service coverage ratios are met;
- Manage financial resources consistent with the Port District's Financial Reserve Policy;
- Continue the design and permitting process for the west side seawall;
- Implement scheduled Capital Improvement Projects (Pile Replacement Project, installation of electronic gate key system and retrofit of dock gates, identification of additional parking and storage opportunities in the harbor);
- Maintain a safe and navigable federal entrance channel;
- Strengthen relationships with other marinas and marine-related entities;
- Continue to work with the City of Santa Cruz and County of Santa Cruz on projects and initiatives of mutual concern;
- Maintain certification of Excellence in Transparency from the California Special Districts Leadership Foundation and achieve accreditation as a District of Distinction.

Chairman Smith stated that he is supportive of the District's 2018 priority list, noting that the list is comprehensive and there are many planned upcoming projects.

In response to a question posed by Chairman Smith, Port Director Olin stated that Mesiti-Miller's sub-consultant is currently working on obtaining permits for the west side seawall project.

A discussion ensued regarding the progress of the electronic gate key installation. Commissioner Goddard suggested that a presentation on the electronic gate key project be included in an upcoming meeting. Commissioner Geisreiter agreed, and emphasized the importance of this project. Port Director Olin stated that staff will provide a detailed update on the electronic gate key project at an upcoming meeting.

Commissioner Geisreiter noted the list is extensive and it is understood that not all items will be completed in a single year. He commented that its purpose is to provide a framework for prioritizing projects and activities in the coming year.

In addition to strengthening relationship with other marinas and marine-related entities, Commissioner Goddard commented that strengthening relationships with harbor customers and users is also important.

14. Approval of Cash / Payroll Disbursements – December 2017

Discussion: Chairman Smith asked for additional information on Warrant #48991 – Event Deposit Refund. Administrative Services Manager Mac Laurie stated that Tesla was issued a security deposit refund in the amount of \$5,000 for a commercial film shoot at the harbor.

Commissioner Goddard asked for additional information on Warrant #49101 – Gloves, G-Dock Lift Station Pump, Office Supplies, Traffic Cones. Port Director Olin stated that the G-Dock lift station pump comprises a majority of the expense.

Commissioner Goddard asked for additional information on Warrant #49122 – Ventilation for C32 and C8 Motors, Batteries, Filters, Engine Cap for *Twin Lakes*. Port Director Olin stated that the ventilation equipment purchased was not included as *Twin Lakes*' warranty work, but was installed to improve emissions ventilation in the engine room.

MOTION: Motion made by Commissioner Goddard, seconded by Commissioner Geisreiter to approve the Cash / Payroll Disbursements for December 2017 in the amount of \$486,635.62.

- *Motion carried. Vice-Chairman Reed ABSENT.*

INFORMATION

15. Port Director's Report

California Marine Affairs and Navigation Conference (CMANC)

Port Director Olin stated that the annual CMANC conference is scheduled for the week of March 5, 2018, in Washington D.C. Commissioner Goddard stated that he and Port Director Olin attended last year's conference and it was very beneficial.

There was consensus among the Commission to approve out-of-state travel for Port Director Olin and one Commissioner to attend the conference.

Tsunami Watch

Port Director Olin stated that the National Tsunami Warning Center (NTWC) issued a tsunami watch after a major earthquake struck off the coast of Alaska, during the early morning of January 23, 2018. Staff responded and initiated an incident command system. At approximately 4:15 AM, the NTWC cancelled the tsunami watch.

Building Inspection – 333 Lake Avenue

Port Director Olin stated that a building inspection was conducted at 333 Lake Avenue, and she will provide Commissioners who are interested with a copy of the report.

Beneficial Re-Use of Sediment

Port Director Olin stated that she attended a Sanctuary Advisory Council (SAC) Meeting on December 15, 2018. She stated that the SAC reached consensus on a recommendation to change the definition of dredged material from "waste" to "beneficial re-use." She stated that this reinterpretation may allow the Sanctuary to authorize placement of clean sand below mean high water for designated projects.

New Website Launch

Port Director Olin stated that staff has successfully launched the harbor's new website. She stated that the new website improves user navigation and site accessibly.

Commissioner Goddard suggested that a tribute to former Commissioner Norm Lezin be included on the new website.

16. Harbormaster's Report *(There was no discussion on this agenda item)*

17. Facilities Maintenance & Engineering Manager's Report

Port Director Olin stated that Facilities Maintenance & Engineering Manager (FME) Kerkes has developed a prototype for a new dock gate that can support the technology needed for electronic key access. She stated that FME Kerkes will invite Commissioners to review the prototype when it is completed.

Commissioner Goddard asked for update on north harbor dredging. Port Director Olin stated that crews have made slow, but steady progress deepening the X-J channel and are moving north toward the culvert area. She stated that crews intend to dredge the area at the northernmost end (near the culverts) with the Toyo pump assisted by *Squirt*. Port Director Olin noted that north harbor dredging, in areas where material is greater than 80% sand, is permitted through April 30, 2018.

18. 2018 Committee Assignments

Chairman Smith stated that the 2018 Committee Assignments has been revised to reflect that Vice-Chairman Reed is Committee-Chair of the Construction / Maintenance Committee.

19. Review of Delinquent Accounts *(There was no discussion on this agenda item)*

20. Review of Financial Reports

a) Comparative Seasonal Revenue Graphs

Commissioner Goddard commented that the launch ramp revenue is lower than FY18 projections.

21. Crime / Incident / Citation Report – December 2017

Chairman Smith commended staff for their response during the heavy swell event on January 18, 2018, which impacted the north harbor area.

22. Port Commission Review Calendar / Follow-Up Items *(There was no discussion on this agenda item)*

Chairman Smith adjourned the regular public session at 8:17 pm.

Dennis Smith, Chairman

Santa Cruz Port District
135 5th Avenue
Santa Cruz, CA 95062
831.475.6161
831.475.9558 Fax
www.santacruzharbor.org



PORT COMMISSIONERS:
Toby Goddard
Dennis Smith
Reed Geisreiter
Stephen Reed
Darren Gertler

TO: Port Commission
FROM: Holland MacLaurie, Administrative Services Manager
DATE: February 16, 2018
SUBJECT: Approval of Sublease Agreements – 2222 E. Cliff Drive, Suite 216
(Tenant: Mary Morgan, dba Ancient Waves Wellness)

Recommendation: *Approve O'Neill Sea Odyssey sublease agreement.*

BACKGROUND

Mary Morgan, dba Ancient Waves Wellness, currently subleases Suite 216 at 2222 East Cliff Drive. The tenant seeks to extend the lease term through March 31, 2023.

ANALYSIS

The terms of the lease agreement are below:

Suite 216

Tenant: Mary Morgan, dba Ancient Waves Wellness
Term: April 1, 2018 – March 31, 2023
Rent: \$2,332.25 / month (\$4.88 SF)
Area: 478 SF
Use: Office – Office Space
Insurance: \$1 million, with Santa Cruz Port District named as additional insured

IMPACT ON PORT DISTRICT RESOURCES

There is no impact on Port District resources associated with the subleases.

ATTACHMENTS: A – Lease for Suite 216

SECOND AMENDMENT TO LEASE

This Second Amendment to Lease (“First Amendment”), dated for reference purposes only as January 17, 2018, is made by and between O’Neill Sea Odyssey, a California nonprofit corporation (“Landlord”) and Mary Morgan. (“Tenant”).

RECITALS

A. Landlord and Tenant entered into that certain Lease dated January 10, 2014 (“Lease”), for certain Premises consisting of 478± square feet and commonly known as 2222 East Cliff Drive, Suite 216, Santa Cruz, California (“Premises”). The parties thereafter entered into a First Amendment (“First Amendment”) on December 19, 2015.

B. The capitalized terms used and not otherwise defined herein shall have the same meanings and definitions as set forth in the Lease.

AMENDMENT PROVISIONS

1. **Term.** The Lease Term for the Premises shall be modified to continue in force from April 1, 2018, until it expires on March 31, 2023 (“New Term”).

2. **Base Rent.**

<u>Months</u>	<u>Rental/MO</u>
New Term	
April 1, 2018	\$2,332.25/mo.

3. **General:**

3.1 **Effect of Amendment; Ratification.** Except as otherwise modified by this Second Amendment, the Lease shall remain unmodified and in full force and effect. In the event of any conflict or inconsistency between the terms and conditions of the Lease and the terms and conditions of this Second Amendment, the terms and conditions of this Second Amendment shall prevail.

3.2 **Attorney’s Fees.** The provisions of the Lease respecting payment of attorney’s fees shall also apply to this Second Amendment.

3.3 **Counterparts.** If this Second Amendment is executed in counterparts, each counterpart shall be deemed an original.

3.4 **Authority to Execute Amendment.** Each individual executing this Second Amendment on behalf of a partnership or corporation represents that he or she is duly authorized to execute and deliver this Second Amendment on behalf of the

partnership and/or corporation and that this Second Amendment is binding upon the corporation or partnership in accordance with its terms.

3.5 Governing Laws. This Second Amendment and any enforcement of the agreements and modifications set forth above shall be governed by and construed in accordance with the laws of the State of California.

4. Tenant Improvements: Landlord shall not be required to provide any Tenant Improvements to the Premises during the New Term or any subsequent Extension Terms.

IN WITNESS WHEREOF, the parties hereto have executed this Second Amendment as of the date and year first above written.

LANDLORD:
O'Neill Sea Odyssey,
a California nonprofit corporation

By:



DATED: January 17, 2018

Its Executive Director

TENANT:
Mary Morgan

DATED: _____, 2018

SANTA CRUZ PORT DISTRICT

By:

DATED: _____, 2018

Its: _____

Santa Cruz Port District
135 5th Avenue
Santa Cruz, CA 95062
831.475.6161
831.475.9558 Fax
www.santacruzharbor.org



PORT COMMISSIONERS:
Toby Goddard
Dennis Smith
Reed Geisreiter
Stephen Reed
Darren Gertler

TO: Port Commission
FROM: Holland MacLaurie, Administrative Services Manager
DATE: February 16, 2018
SUBJECT: Approval of Sublease Agreements – 2222 E. Cliff Drive, Suite 220
(Tenant: Estriatus Law)

Recommendation: *Approve O'Neill Sea Odyssey sublease agreement.*

BACKGROUND

Estriatus Law currently subleases Suite 220 at 2222 East Cliff Drive. The tenant seeks to extend the lease term through March 14, 2020.

ANALYSIS

The terms of the lease agreement are below:

Suite 220

Tenant: Estriatus Law
Term: March 15, 2018 – March 14, 2020
Rent: \$1,454.60 / month (\$4.32 SF)
Area: 337 SF
Use: Office – Office Space
Insurance: \$1 million, with Santa Cruz Port District named as additional insured

IMPACT ON PORT DISTRICT RESOURCES

There is no impact on Port District resources associated with the subleases.

ATTACHMENTS: A – Lease for Suite 220

SECOND AMENDMENT TO LEASE

This Second Amendment to Lease ("Second Amendment"), dated for reference purposes only as December 19, 2017, is made by and between O'Neill Sea Odyssey, a California nonprofit corporation ("Landlord") and Estriatus Law, PC, a California professional corporation ("Tenant").

RECITALS

A. Landlord and Tenant entered into that certain Lease dated February 3, 2014 ("Lease"), for certain Premises consisting of 337± square feet and commonly known as 2222 East Cliff Drive, Suite 220, Santa Cruz, California ("Premises"). The parties thereafter entered into a First Amendment of Lease dated December 15, 2015 ("First Amendment").

B. The capitalized terms used and not otherwise defined herein shall have the same meanings and definitions as set forth in the Lease.

AMENDMENT PROVISIONS

1. **Term.** The Lease Term for the Premises shall be modified to continue in force from March 15, 2018, until it expires on March 14, 2020 ("New Term"). Tenant shall have a right to renew the Lease Term, according to the terms and conditions stated in Section 4 of the Lease, at the end of the New Term.

2. **Base Rent.**

Months
New Term

Rental MO'NN
\$1,454.60 mo.

3. **General:**

3.1 **Effect of Amendment; Ratification.** Except as otherwise modified by this Second Amendment, the Lease shall remain unmodified and in full force and effect. In the event of any conflict or inconsistency between the terms and conditions of the Lease and the terms and conditions of this Second Amendment, the terms and conditions of this Second Amendment shall prevail.

3.2 **Attorney's Fees.** The provisions of the Lease respecting payment of attorney's fees shall also apply to this Second Amendment.

3.3 **Counterparts.** If this Second Amendment is executed in counterparts, each counterpart shall be deemed an original.

3.4 **Authority to Execute Amendment.** Each individual executing this Second Amendment on behalf of a partnership or corporation represents that he or she is

duly authorized to execute and deliver this Second Amendment on behalf of the partnership and or corporation and that this Second Amendment is binding upon the corporation or partnership in accordance with its terms.

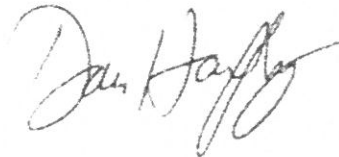
3.5 Governing Laws. This Second Amendment and any enforcement of the agreements and modifications set forth above shall be governed by and construed in accordance with the laws of the State of California.

4. Tenant Improvements: Landlord shall not be required to provide any Tenant Improvements to the Premises during the New Term or any subsequent Extension Terms.

IN WITNESS WHEREOF, the parties hereto have executed this First Amendment as of the date and year first above written.

LANDLORD:
O'Neill Sea Odyssey,
a California nonprofit corporation

By:

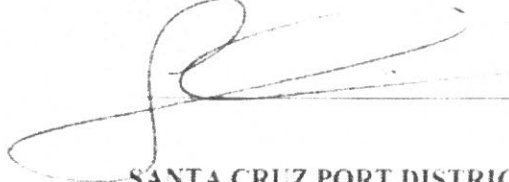


DATED: December 19, 2017

Its Executive Director

TENANT:
Estriatus Law

DATED: Jan. 5, 2017



SANTA CRUZ PORT DISTRICT

By:

DATED: _____, 2018

Its: _____

Santa Cruz Port District
135 5th Avenue
Santa Cruz, CA 95062
831.475.6161
831.475.9558 Fax
www.santacruzharbor.org



PORT COMMISSIONERS:
Toby Goddard
Dennis Smith
Reed Geisreiter
Stephen Reed
Darren Gertler

TO: Port Commission
FROM: Marian Olin, Port Director
DATE: February 16, 2018
SUBJECT: 2018 Election of Regular Special District Member on the Consolidated
Redevelopment Oversight Board for Santa Cruz County

Recommendation: *Authorize Port Director Olin to vote for candidate Reed Geisreiter for regular special district member on the Consolidated Redevelopment Oversight Board for Santa Cruz County (LAFCO).*

BACKGROUND

The Local Agency Formation Commission (LAFCO) is conducting an election for a regular and alternate position to represent independent special districts on the Consolidated Redevelopment Oversight Board for Santa Cruz County. Port District Commissioner Reed Geisreiter is a candidate for the regular seat and has submitted the necessary documents to LAFCO (Attachment A).

ANALYSIS

Each special district casts one vote per seat. The District's vote must be submitted to LAFCO, by no later than 10:00 am on Tuesday, March 2, 2018.

Staff recommends authorizing Port Director Olin to vote for candidate Reed Geisreiter, current Port Commissioner, and not indicate a selection for the alternate position.

IMPACT TO DISTRICT RESOURCES

There is no impact to Port District resources as a result of this vote.

ATTACHMENT: A. LAFCO Nomination Form and Statement of Qualification



January 11, 2018

Chair
Santa Cruz Port District
135 5th Ave.
Santa Cruz CA 95062

SUBJECT: ELECTION FOR DISTRICT MEMBER ON THE CONSOLIDATED REDEVELOPMENT
DISTRICT OVERSIGHT BOARD

Dear Board Chairperson:

The independent special districts in Santa Cruz County get a regular position and an alternate position on the Consolidated Redevelopment District Oversight Board. The job of this board is to assure that the assets of the five former redevelopment agencies in Santa Cruz County get distributed properly to the cities, county, school districts, community college districts, and independent special districts.

There are two nominations for the regular position representing the independent special districts:

--Reed Geisreiter Santa Cruz Port District
--David Hodgin Scotts Valley Water District

Background information from the candidates is enclosed.

There were no nominations for the alternate position. I am asking each district to indicate on the ballot whether it wishes for the districts to offer the alternate position to the runner-up in the election for the regular position.

The election will be conducted by mail. LAFCO staff will open and tally the ballots at 10:00 a.m. on March 2, 2018 in the LAFCO office. Anyone who wishes to observe the tally should come to the LAFCO office at that time.

Each district gets one vote for each position, which shall be executed on the enclosed ballot by either the presiding officer of the district board, or by his or her designee. Return the executed ballot to the LAFCO office no later than 10:00 a.m. on March 2, 2018. Ballots can be mailed, hand-delivered, or emailed to the LAFCO office. If emailed, please follow-up by mailing the original signed ballot.

The Independent Special District Selection Committee rules of procedure are posted on the Policies and Rules page of LAFCO's website:

www.santacruzlafco.org/Library/Selection%20Committee%20rules.pdf

Please contact Debra Means or me at the LAFCO office if you have any questions about the voting process.

Very truly yours,



Patrick M. McCormick

Executive Officer

cc: Laura Bowers, Chief Deputy Auditor-Controller, County of Santa Cruz

Attachments: Candidates' Information

Ballot

Return Envelope

Attachment A

NOMINATION FOR POSITION OF
REGULAR SPECIAL DISTRICT MEMBER
ON THE CONSOLIDATED REDEVELOPMENT OVERSIGHT BOARD
FOR SANTA CRUZ COUNTY

INSTRUCTIONS:

If you are interested in serving as a **regular** special district member on the Consolidated Redevelopment Oversight Board for Santa Cruz County, please complete and sign the following application and mail or email as a .pdf form with your signature to:

Mailing address:

Santa Cruz LAFCO
701 Ocean Street #318D
Santa Cruz CA 95060

email:

debra@santacruzlafco.org

Applications must be received in the LAFCO office no later than **5:00 p.m. on January 10, 2018.**

NAME: Reed Geisreiter

MAILING ADDRESS: Street 120 13th Avenue

City, Zip: Santa Cruz, CA 95062

PHONE(s): 831-462-4265 (H) 831-246-0661 (Cell)

EMAIL: reed.geisreiter@gmail.com

DISTRICT BOARD ON WHICH YOU SERVE: Santa Cruz Port District Commission

STATEMENT OF INTEREST:

You may attach a separate sheet to present additional qualifications or a statement of interest in serving on LAFCO.

CERTIFICATION:

I certify that the above information is true and correct and I authorize the verification of the information in the application.



Signature of Board Member Interested in Serving

12/15/17

Date

RECEIVED

JAN 10 2018

Santa Cruz LAFCO

Statement of Qualification
Consolidated Redevelopment Oversight Board for Santa Cruz County
Reed Geisreiter

I am writing today to request your vote for the Special District Member of the Consolidated Redevelopment Oversight Board for Santa Cruz County. I have served on the Redevelopment Oversight Board for the County of Santa Cruz since its inception in 2012; I would like to continue to serve on the board as the City and County oversight boards are consolidated. I recently retired after a 25-year career at Comerica Bank. As Regional President, I gained significant experience that I can utilize in my role on the oversight board. Specifically, during my career I was responsible for originating and maintaining a portfolio of over \$100 million in tax exempt bonds for local non-profit companies. This experience translates well to the work of the Oversight Board. I am a team player and community oriented. This will be critical as the oversight boards consolidate. I appreciate your consideration.

PROFESSIONAL EXPERIENCE

Comerica Bank, Regional President, Santa Cruz & Monterey Counties (Jan. 1993 – Sept 2017)

EDUCATION

Bachelor of Science, San Jose State University (1992)
Associates Degree, Cabrillo College (1990)

COMMUNITY & VOLUNTEER INVOLVEMENT

Santa Cruz Port District

Commissioner (2009 – Current)

Oversight Board for the Santa Cruz County Successor Redevelopment Agency

Member (2012–Current)

Santa Cruz County Housing Advisory Commission

Commissioner / Current Chair (2015-present)

Habitat for Humanity Santa Cruz County

Treasurer / Board Member (2006 – 2009)

Willowbrook Village Homeowner's Association

Treasurer (1996 – 2008)

Attachment A

NOMINATION FOR POSITION OF
REGULAR SPECIAL DISTRICT MEMBER
ON THE CONSOLIDATED REDEVELOPMENT OVERSIGHT BOARD
FOR SANTA CRUZ COUNTY

INSTRUCTIONS:

If you are interested in serving as a **regular** special district member on the Consolidated Redevelopment Oversight Board for Santa Cruz County, please complete and sign the following application and mail or email as a .pdf form with your signature to:

Mailing address:
Santa Cruz LAFCO
701 Ocean Street #318D
Santa Cruz CA 95060

.em.ail:
debra@santacruzlafco.org

Applications must be received in the LAFCO office no later than **5:00 p.m. on January 10, 2018**

NAME: David T. Hodgin

MAILING ADDRESS: Street 552-97 Bean Creek Road

City, Zip: Scotts Valley, CA 95066-3335

PHONE(s): 831-438-1000

EMAIL: Pathfinder@pacbell.net

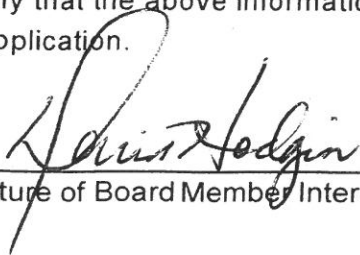
DISTRICT BOARD ON WHICH YOU SERVE: **CONSOLIDATED REDEVELOPMENT OVERSIGHT BOARD**

STATEMENT OF INTEREST: Resume Attached

You may attach a separate sheet to present additional qualifications or a statement of interest in serving on LAFCO.

CERTIFICATION:

I certify that the above information is true and correct and I authorize the verification of the information in the application.



Signature of Board Member Interested in Serving

12/19/17

Date

RECEIVED

DEC 26 2017

Santa Cruz LAFCO

David T. Hodgin

Dave Hodgin, Chairman of The Pathfinder Companies, is a Certified Management Consultant (CMC) with degrees in Economics, International Trade, graduate studies in International Management, Marketing, Finance and extensive experience as a business counselor and manager.

Mr. Hodgin served as the Vice President Administration & Finance for Paul Hardeman S.A. (building sections of the Pan American Highway in Argentina), VP Administration & Finance for Fibraglas S.A (manufacturing & licensing management, Owens Corning Fiberglas) in Colombia; General Manager for the Fandrich Companies (paint & chemical distributors), Sport Data, Inc. (statistics), Eco Bio Systems, Inc. (household chemicals), American Made Manufacturing, Inc. (metal fabrication), Sunset Recreation, Inc. (resort management); President of American Powerwash Corporation (cleaning systems, supplies and services), Compustudy, Inc. (computer software education), American Holiday Resorts, Inc. (resort management); Chairman of California Microelectronic Systems, Inc. (computer systems); In most of these assignments Mr. Hodgin's primary task was to organize the business and select and train a management team.

Currently he has completed 49 years as a professional Business and Management Consultant, is one of less than 1% of consultants who have earned the CMC designation (Certified Management Consultant, accredited by the International Organization for Standardization (ISO) ISO/IEC 17024:2003), recognized in 47 countries, and continues to supervise the work of other consultants serving a variety of clients throughout the United States and overseas. In addition, he serves on the Board of various companies, associations and community organizations, as well as serving as the Chairman of the Monterey Bay Consultants Group.

As part of his community service, he was appointed to the board of the Scotts Valley Water District in 2003, has been elected three times since then, serving three years as the District President. In 2007 Governor Schwarzenegger appointed him to the Central Coast Regional Water Quality Control Board. This assignment ended in September, 2011.

He also serves as a Region 5 Director for the Association of California Water Agencies (ACWA), was elected Vice Chair of the Central Coast Region ((2007 and in 2014); Chair for four years (2009 through 2013) and then again as Chair (2015-2017). Dave has served on the statewide board of ACWA since 2008. As part of that board service he is currently a member of the Finance Committee and the Budget and Audit sub committees as well as the Water Quality Committee. He resigned from the Membership Committee, after finding his replacement. He was instrumental in bringing in a new water district member.

Dave has represented his water district on the Board of ACWA-JPIA since 2005. In 2010 he was appointed to the Joint Powers Insurance Authority Executive Committee and elected to that position in 2011 and again in 2015, currently serving as Chair of the Risk Management Committee and Vice Chair of the Liability Program Committee. His current term ends in 2019.

DAVID T. HODGIN

Community Service Activities

Service to "Small Business"

California Small Business Association: First President 1990-1993, Director 1990 to 1999

California Smaller Enterprises Resource Services, Inc. "CALSERs": President, 1997 to 2000
Director and Treasurer 1994 to 2000

National Small Business United: Trustee 1991-1993, Director 1990-1991
Associate Trustee 1994-1998, Associate Director 1988-90
Council of Regional Executives 1989-1991

California Small Business United: President 1988-90

California State Conference on Small Business: President 1986-1988, Vice President 1984-1986
Secretary 1982-1984, Member 1980 - 1990

United States Small Business Administration: Chairman 1983-1987, San Francisco District Advisory Council
Member of the Council 1976-1990

White House Conference on Small Business: Delegate 1986, Vice Chair Northern California Delegation

California Chamber of Commerce Small Business: Vice Chairman 1983-1985, Committee member 1981-1994

Advisory Board to the California Senate Select Committee on Small Business Enterprises:
Member 1983-1991

Small Business Resource Group: California Assembly Select Committee on Small Business, Member 1982-1990

Cabrillo College Small Business Education Program: Advisor 1980-1988 and one of the Founders of Santa Cruz Small Business Consortium which led to the formation of the Central Coast Small Business Development Center

Community Service

Santa Cruz County Convention and Visitor's Bureau: President 1984, Vice President 1983,
Treasurer 1982, Director 1978-1986

Scotts Valley Recreational and Cultural Foundation: Chairman 1982-1985

Scotts Valley Chamber of Commerce: Director for five years. Member since 1973

Greater Santa Cruz Chamber of Commerce: Director 1983-1984. Member 1983-1992

Exchange Club of Scotts Valley: President 1982, 1983, 2008, 2009. Director 1980-1984, 1986-1988, 2006-present.
Member since 1979

Exchange Club of Santa Cruz: Charter member, Founder. Director 2007-2009, 2015 to Present

California-Hawaii-Nevada District Exchange Clubs: President 2006-2007, President Elect 2005-2006
District Director 1982-1984, 1996-2000, Asst. District Director 1980-1982
Four time recipient of the "Outstanding District Director" award

"Scotts Valley Days", an annual community celebration: Chairman 1984

Scotts Valley Property Owners Association: President 1981, Board Member 1979-1989

Santa Cruz Classic Golf Tournament: Chairperson 1989, 1990, 1991, 1992, 1996, 2003.
Co-Chairman 1993, 1994, 1995

City of Scotts Valley Appeals Board: Term: 1993-1996, 1996-1999

Scotts Valley Water District: Director 2003 – 2018, Vice President 2005, President 2006, 2007, 2012

Valley Gardens Golf Club, Treasurer since 2005

Central Coast Regional Water Quality Control Board: Director 2007 – 2011

Association of California Water Agencies, Region 5: Director 2005-2007, Vice Chair 2008-2009, Chair 2010-2013, Vice Chair 2014-2015, Chair 2016 - 2018
Member State Board, Association of California Water Agencies 2008 – 2019

ACWA-JPIA (Insurance Authority), Board Member from 2005, Member Executive Committee 2010 - 2019

Monteville Community Life (501c3), President since 2011

Scotts Valley Community Theater Guild, Treasurer since 2015

Scotts Valley "Man of the Year", 2015/16

Listed in "Who's Who in California"; "Who's Who in Business & Industry"; "Top Professionals 2014"

2018 BALLOT FOR
SPECIAL DISTRICT MEMBER ON THE
CONSOLIDATED REDEVELOPMENT OVERSIGHT BOARD

Item #1 Regular Position

Please check the box to the left of the person you are voting for. Vote for one nominee.

- Reed Geisreiter Santa Cruz Port District
- David Hodgin Scotts Valley Water District
-

Item #2 Alternate Position

There were no nominations filed for the alternate position on the oversight board. Please indicate your preference below.

- Offer the Alternate Position to the Runner-Up in the Election for Regular Position.
- Do not fill the Alternate Position at this time.
-

- After voting, please hand deliver or mail the ballot back to LAFCO in the enclosed envelope no later than 10:00 a.m., Friday, March 2nd. Any ballots received after that time will not be counted.

District Voting: Santa Cruz Port District

Signature of Board Chair or his/her designated representative

Printed Name

Date

Santa Cruz Port District
 135 5th Avenue
 Santa Cruz, CA 95062
 831.475.6161
 831.475.9558 Fax
 www.santacruzharbor.org



PORT COMMISSIONERS:
 Toby Goddard
 Dennis Smith
 Reed Geisreiter
 Stephen Reed
 Darren Gertler

TO: Port Commission
 FROM: Matt Kerkes, Facilities Maintenance and Engineering Manager
 DATE: February 27, 2018
 SUBJECT: Authorization to Dispose of Surplus Property and Authorization to Purchase Used Backhoe (NTE \$40,000)

Recommendation: *Declare various Port District vehicles and equipment as surplus property and authorize the Port Director to dispose of surplus vehicles through auction, sale, trade-in, donation to charitable organization(s), or disposal in accordance with Port Commission policies; and approve the purchase of a used Backhoe in an amount not-to-exceed \$40,000.*

BACKGROUND

The following equipment is owned by the Port District and not needed for conducting the Port District's business:

PROPERTY / EQUIPMENT	DESCRIPTION	DATE ACQUIRED	ORIGINAL COST	ESTIMATED VALUE
2007 Caterpillar 924G Front End Loader	2007, 12,604 hours; fair condition; fluid leaks; heavy corrosion	2012-2013		\$30,000 to \$37,000
Kubota L3750 4WD, Backhoe	1990, approximately; 2,654 hours; poor condition; fluid leaks; electrical problems; bent/repared boom	1990 approx		\$2,000 - \$4,000

Surplus Procedures:

Once authorized by the Commission, the above listed items will be advertised for sale, or sold via online auction (publicsurplus.com). In the event that bids submitted are below the minimum asking prices, staff will determine whether or not the highest offer is reasonable, and if the items should be sold or re-advertised. If no bids are submitted, the items may be re-advertised, kept for a future sale, donated to a charitable organization, or scrapped.

ANALYSIS

The Port District's current loader is used minimally (less than 100 hours per season), and is no longer needed for conducting District business.

The Port District's current Kubota backhoe is a vital piece of equipment, which is currently utilized by both the Facilities and Dredge Department. The backhoe is used to assist with fusing pipe on the beach, repairing water mains, trenching, and landscaping. Additionally, the backhoe can be used as backup in the event the Dozer is out of commission due to mechanical issues.

The current backhoe was acquired by the District circa 1990, and has reached the end of its useful service life. A replacement backhoe is needed.

IMPACT TO PORT DISTRICT RESOURCES

Staff has determined that \$40,000 is sufficient to purchase a used backhoe. Staff anticipates that together, the two surplus items (Dozer and Backhoe) will generate approximately \$35,000 to \$40,000 via online auction. Sales proceeds from the auction will be applied towards the purchase of a new backhoe to offset costs.

In the event the surplus items do not generate the expected \$35,000 to \$40,000, staff will use a combination of line items from the Facilities and Dredge departments to cover the remaining costs.

ATTACHMENTS: A – Port Commission Policies / Procedures, "2100. Disposal or Sale of Surplus Equipment"

Santa Cruz Port District

PORT COMMISSION POLICIES / PROCEDURES

TITLE: Disposal or Sale of Surplus Equipment
NUMBER: 2100

2100 Disposal or Sale of Surplus Equipment.

2100.1.1 Commission takes action to declare equipment surplus if value is more than \$5,000.00, and authorize staff to dispose of it through sale, donation to a charitable organization(s), scrap or other means. Commission takes action to approve any minimum bid price or best offer.

2100.1.2 Port Director has authority to declare equipment surplus if value is \$5,000.00 or less, and authorize staff to dispose of it in a manner commensurate with 2100.1.1 (above).

2100.1.3 If an item declared surplus is sold, it must be advertised for sale and provide information about any minimum bid price or best offer and deadlines for submission of bids or offers. Advertisement will also note that the District reserves the right to reject any or all bids, and that all equipment is sold AS IS.

2100.1.4 Bids or offers are opened by staff and items are sold to the highest bidder if minimum bid or offer price is met. In the event that bids or offers submitted are below the minimum asking price, staff will use discretion in determining whether or not the highest offer is reasonable, and if the equipment should be sold or readvertised, or otherwise disposed of as described in 2100.1.5 (below).

2100.1.5 If no offers or bids are submitted, or if bids or offers submitted are below the minimum asking price, the equipment may be readvertised, kept for a future sale, donated to a charitable organization or scrapped.

2100.1.6 Port District asset and depreciation schedules will be updated as necessary to reflect the disposition of items declared surplus that have been sold, donated or scrapped.

2100.1.7 All revenue generated from the sale of surplus property shall be deposited in the Port District's general fund unless otherwise directed by the Port Commission.



TO: Port Commission
FROM: Marian Olin, Port Director
DATE: February 22, 2018
SUBJECT: Approve the FY 19 Budget and Capital Improvement Plan

Recommendation: *Approve the FY19 budget and capital improvement projects.*

BACKGROUND

The Port Commission reviewed the draft budget and proposed list of capital improvement projects at their special public budget session on February 13, 2018.

The Port Commission affirmed their support for the budget as proposed and directed staff to revise the draft budget to include a two percent (2%) increase to marina fees (slip rent and dry storage) for consideration / approval at the February 27, 2018 regular public session.

As part of their review, the Commission affirmed their support for the list of projects proposed for funding in FY19 (See Attachment A – *Appendix D: Five Year Capital Improvement Plan FY19-23*). Two proposed projects will be presented to the Commission for an in depth discussion / review prior to implementation:

- Harbor Security Infrastructure/Dock Upgrades (Electronic Key System for Dock Gates and Restrooms)
- Pappy Park

The budget has been revised per the Commission's direction and is included as Attachment A.

ATTACHMENTS –

- A. Final Draft Budget
- B. Historic Annual Slip Rent Increases
- C. Budget Presentation from February 13, 2018, special public session
- D. Staff Report from February 13, 2018, draft budget presentation

**SANTA CRUZ PORT DISTRICT
FISCAL YEAR 19 BUDGET REPORT**

DRAFT

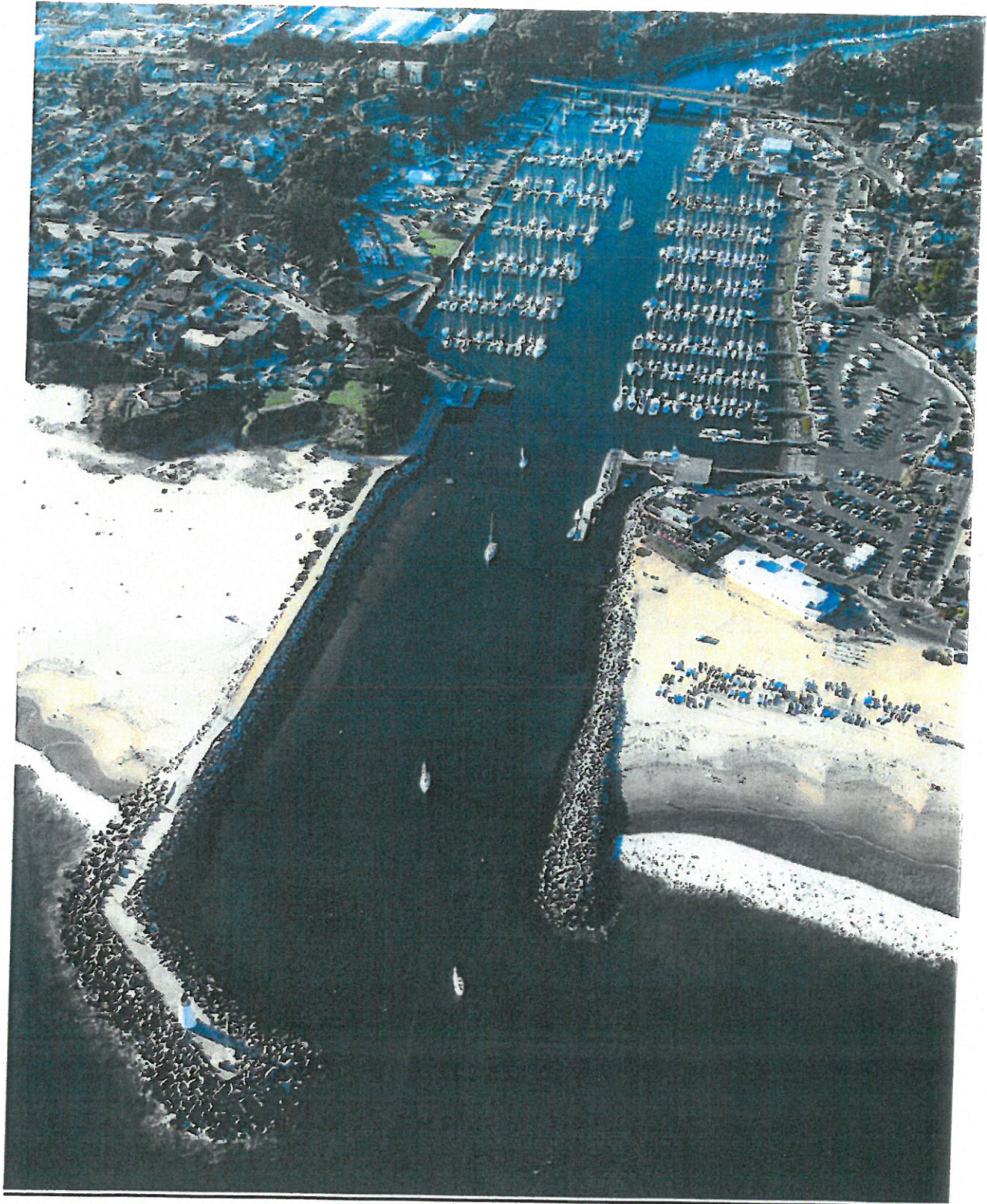


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POLICY STATEMENTS

The Port Commission adopted a Reserve Policy during FY16 (Appendix A), to enhance clarity and transparency of Port District financial priorities. The Reserve Policy 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 policy provides for contributions over three to seven years to meet the funding goal for operations. The FY19 budget includes contributions to the Reserve Fund and the Capital Improvement Program, consistent with the Port Commission's policy.

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.

In the absence of written policies, several assumptions first adopted in FY 13 were made to enable the continuing administration of District budgets. Those assumptions continue in the preparation of the FY18 budget and include:

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.

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.

POLICY STATEMENTS

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 FY18). 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.

POLICY STATEMENTS

Additional Policies for Future Consideration

The Port Commission may wish to consider establishing policies to guide future financial decisions. Policies that would define the Port District's strategic direction, set standards for financial management and define the limitations of the Port Director's authority would serve to streamline reporting, encourage creativity on the part of staff and increase confidence among all stakeholders.

Examples may include setting an investment policy, establishing debt levels and financial actions to undertake in emergencies.

BUDGET USERS GUIDE

General Fund (i.e. operating) revenues and expenses are presented in the Financial Summaries. FY17 Actual, FY18 Budget and Projected Actual and FY19 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, water taxi rental 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 ice and 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, worker's compensation, unemployment insurance 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 FY19.

The proposed Capital Improvement Program is presented in Appendix D (*pending*). 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 19 REVENUES
BY CATEGORY**

Total All Funds

User Fees	\$ 6,168,706
Rents	1,854,060
Charges for Services	18,000
Fines	80,000
Fuel Sales	490,000
Boatyard	238,500
Intergovernmental	420,725
Grants	17,000
Other/Miscellaneous	73,950

TOTAL **\$9,360,941**

**FY 19 EXPENDITURES
BY CATEGORY**

Personnel Services	\$ 3,551,485
Services & Supplies	3,575,164
Capital Outlay	37,000
Debt Service - Principal	1,030,895
Other Liabilities	0

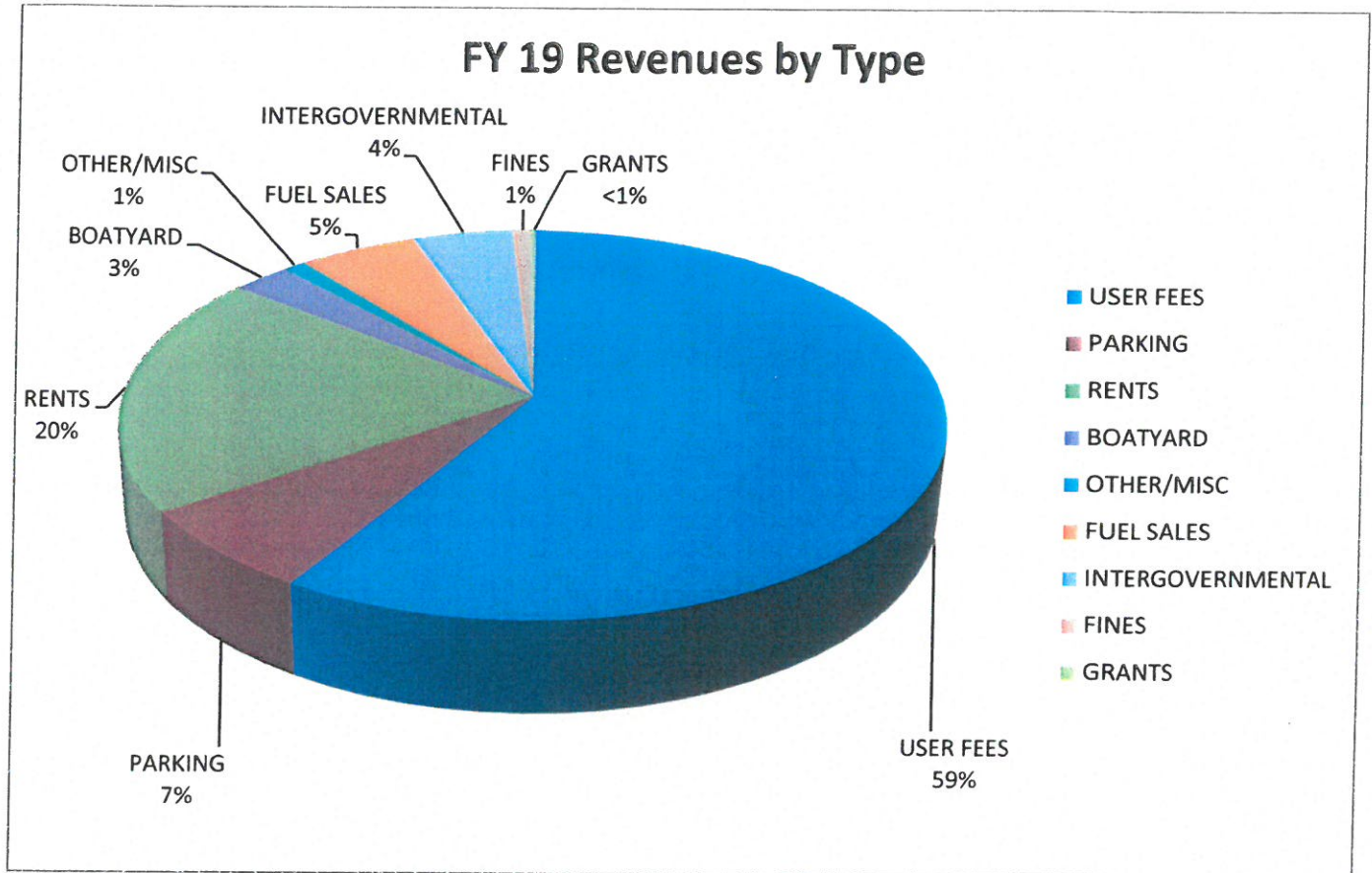
TOTAL **\$ 8,194,544**

FINANCIAL SUMMARIES

GENERAL FUND REVENUE BUDGET

	FY18 Budget	FY18 Projection	FY19 Budget
User Fees	\$ 5,969,500	\$ 6,128,397	\$ 6,168,706
Rents	1,713,000	1,821,795	1,854,060
Charges for Services	18,000	10,291	18,000
Fines	80,000	81,314	80,000
Fuel Sales	480,000	468,953	490,000
Boatyard	214,000	239,132	238,500
Intergovernmental	422,000	520,736	420,725
Grants		25,096	17,000
Other/Miscellaneous	93,000	99,520	73,950
TOTAL	\$ 8,989,500	\$ 9,395,234	\$ 9,360,941

Intergovernmental revenues in the FY18 and FY19 budget include approximately \$25,000 from the County of Santa Cruz for marine rescue services and \$12,000 for waste oil recycling. Beginning in FY18, revenue was increased to reflect reimbursements from the US Army Corps of Engineers (USACE) for its cost share for dredging the federal entrance channel. Reimbursement in the amount of approximately \$385,000 is anticipated during FY19. Prior to FY18, reimbursement from the USACE was not included in annual budgets due to uncertainties in funding for future year cost shares.



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

FINANCIAL SUMMARIES

GENERAL FUND EXPENDITURE BUDGET

	FY18 Budget	FY18 Projected	FY19 Budget
Personnel Services	\$ 3,375,983	\$ 3,382,718	\$ 3,551,485
Services & Supplies	3,450,158	3,297,348	3,575,164
Capital Outlay		8,000	37,000
TOTAL OPERATING / CAPITAL OUTLAY	\$ 6,826,141	\$ 6,688,066	7,163,649
Debt Service – Principal	997,454	997,454	1,030,895
Other Liabilities	0	0	0
GRAND TOTAL	\$ 7,823,595	\$ 7,685,520	\$ 8,194,544

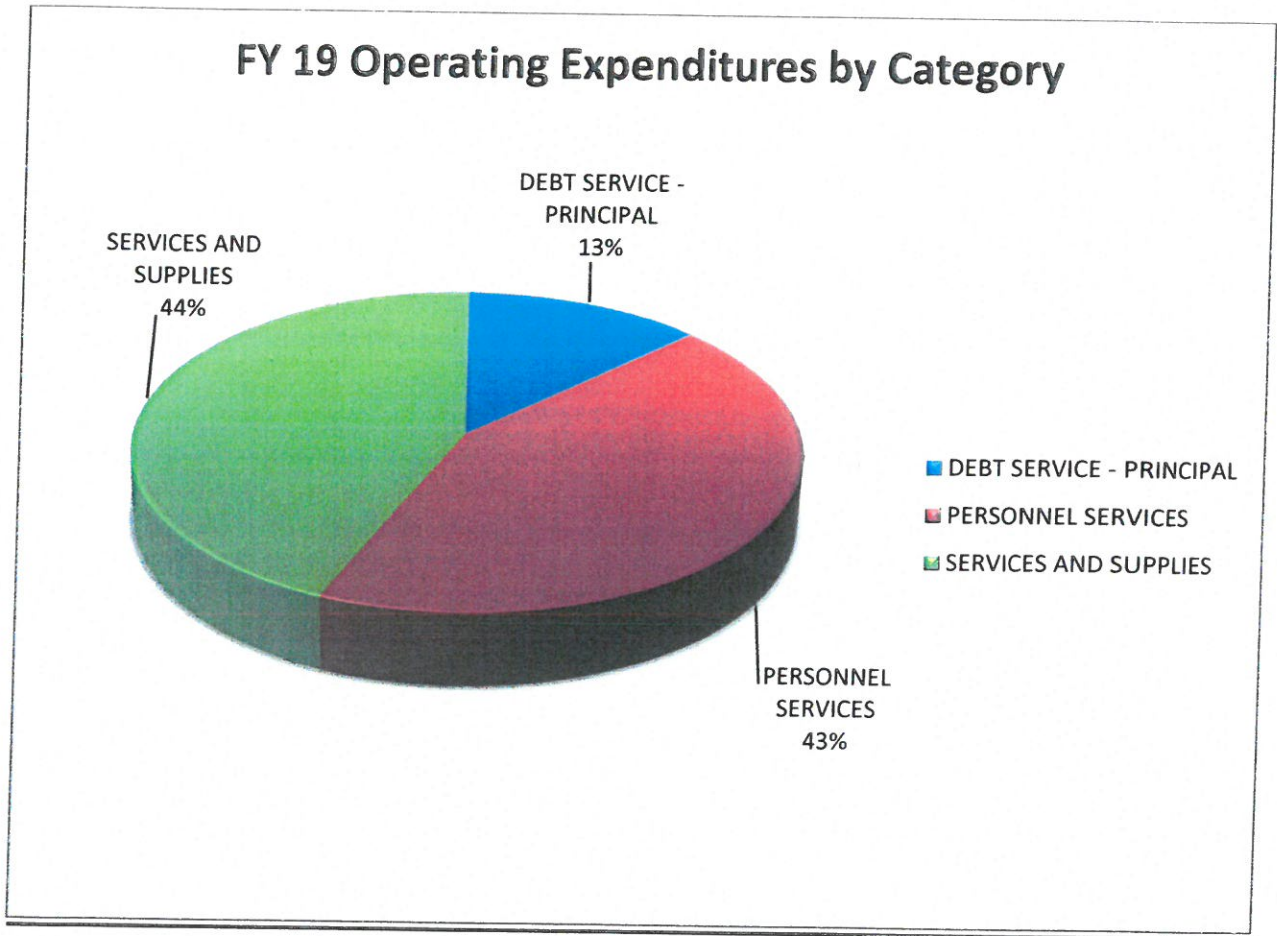
In FY18, salary and benefit costs increased in the 4th quarter as a result of new labor agreements and salary schedules approved by the Port Commission. Salary and benefit costs are anticipated to increase during FY19 due to increases to minimum wage, negotiated labor contract salary and merit increases and CalPERS liability payments.

The expenditure summary in FY19 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 FY19, fund transfers to the Dredge Intermediate Fund total \$378,258.
- In FY18, fund transfers to the Dredge Intermediate Fund totaled \$290,000 in the budget. An additional \$46,754 transfer to the fund was authorized in November 2017.

FINANCIAL SUMMARIES

In FY19, there are no anticipated expenditures to note as “Other Liabilities.” In prior fiscal years, reimbursement to the California Emergency Management Agency (CalEMA) related to the 2005/06 El Niño storm disaster and pension withdrawal liability payments made to the Operating Engineers Local No. 3 (OE3) Pension Trust Fund were included as other liabilities.



FINANCIAL SUMMARIES

Expenditures by Department and Program

Department and Program	FY 17 Actual	FY 18 Budget	FY 18 Projected	FY 19 Proposed
100 Administrative Services Department				
110 Administration	\$ 1,016,517	\$ 756,828	\$ 685,669	\$ 727,018
120 Finance & Purchasing	170,809	179,467	169,123	191,294
130 Property Management	429,040	452,854	391,461	439,637
140 Environmental & Permitting	156,750	209,505	139,271	205,654
190 Port Commission Support	50,183	51,255	53,112	51,189
Department Total	\$ 1,823,299	\$ 1,649,909	\$ 1,438,636	\$ 1,614,792
200 Operations Department				
210 Harbor Patrol	\$ 621,569	\$ 606,638	\$ 653,808	\$ 635,630
220 Marina Management	461,217	429,070	493,162	445,119
230 Rescue Services	90,519	92,880	100,050	101,958
240 Parking	345,904	386,077	348,101	355,034
250 Events	32,531	40,562	31,703	42,844
280 Fuel Services	331,742	434,450	381,242	478,065
500 Boatyard	239,953	238,097	214,501	253,158
Department Total	\$ 2,123,435	\$ 2,227,774	\$ 2,222,567	\$ 2,311,808
300 Facilities Maintenance & Engineering				
310 Docks, Piers & Other Marine Structures	\$ 263,642	\$ 250,351	\$ 256,964	\$ 266,610
320 Utilities Maintenance	84,314	107,875	97,574	124,940
330 Building Maintenance	238,023	256,497	297,032	282,080
340 Grounds Maintenance	656,439	654,366	619,758	700,736
350 Aeration Program	42,498	54,885	50,982	54,263
360 Fishery Support*	5,042	18,250	9,286	18,935
390 Capital Projects	1,024	471,084	457,854	437,601
400 Dredging Operations	1,259,287	1,135,150	1,237,413	1,314,884
Department Total	\$ 2,550,269	\$ 2,948,458	\$ 3,026,863	\$ 3,200,049

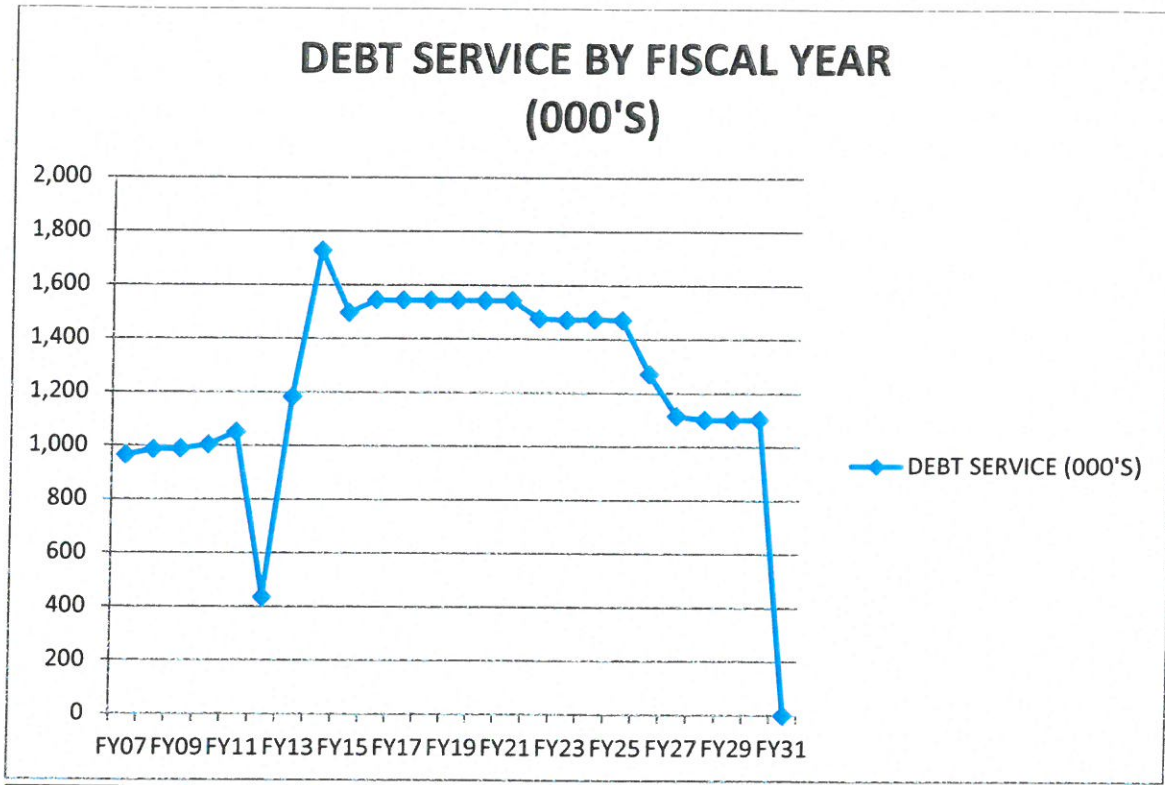
Total Operating Budget	\$ 6,497,003	\$ 6,826,141	\$ 6,688,066	\$ 7,126,649
-------------------------------	---------------------	---------------------	---------------------	---------------------

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

* Formerly titled "Ice Production."

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 FY31.

Previous loans from the California Department of Boating and Waterways (DBW) and Series 2004A and 2004C bonds used to finance improvements at 2222 East Cliff Drive, AA Dock and 555 Brommer Street Extension were paid off. New tax exempt and taxable loans were obtained from BBVA Compass Bank at lower interest rates, and the loans will be fully paid off 12 years earlier. The refinancing included \$4 million for the purchase of a new dredge *Twin Lakes* to replace *Seabright* and \$750,000 to pay off pension withdrawal liability. The total amount financed was \$16,803,405. The loans will be paid off in 2030 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.

FINANCIAL SUMMARIES

The reduced debt service in FY12 was a result of DBW allowing the District to skip a principal payment in 2011 after the tsunami.

A term of the refinancing package included terminating the District's line of credit with Comerica Bank and replacing it with a \$4 million line of credit at BBVA Compass Bank. The line of credit was necessary to ensure that sufficient cash remained available during reconstruction of docks and utilities damaged by the March 2011 tsunami. The graph on page 12 does not include monthly fees paid on the line of credit. Expenditures for the unused line of credit fee are currently funded in Administration.

The term of the line of credit was extended in FY18 and the maximum principal amount available for draw is \$2 million. No draws were made against it during FY16 – FY17, and no draws are projected for FY18.

FINANCIAL SUMMARIES

FUND BALANCE PROJECTIONS

SANTA CRUZ PORT DISTRICT
FUND BALANCE PROJECTION AS OF APRIL 1, 2018

	Unrestricted Funds		Board Designated Funds			Restricted Funds		Total Funds
	General Fund	Intermed. Dredge	Reserve Fund	Capital Improvement	Election	BBVA Reserve	PEMHCA	
Begin. Balance Apr. 1, 2017	\$ 23,750,890	\$ 33,988	\$ 1,292,380	\$ 1,009,395	\$ 136,496	\$ 725,685	\$ 105,000	\$ 27,053,832
FY18 Financial Results:								
YTD Budget report	\$ 658,034	\$ (215,000)		\$ (283,933)				
PEMHCA	(35,000)					\$ 689	\$ 35,000	\$ 149,790
Budget Designation:								
FY 2018 Budget	\$ (1,153,504)	\$ 290,000	\$ 300,000	\$ 500,000	\$ 63,504			\$ -
Mtg dtd 11/28/17	\$ (100,000)	\$ 48,754	\$ -	\$ 53,246				\$ -
Projected Ending Balance March 31, 2018	\$ 23,120,420	\$ 155,742	\$ 1,592,380	\$ 1,268,708	\$ 200,000	\$ 726,374	\$ 140,000	\$ 27,203,622
FY19 Budget								
CIP Projects FY19 Funding				\$ 500,000				\$ 500,000
CIP Projects Other - Seawall / Pile Project*				\$ 2,154,400				\$ 2,154,400
Reserve Policy**			\$ 180,532					\$ 180,532
Dredge Intermediate Fund		\$ 378,258						\$ 378,258
Election Fund								\$ -
PEMHCA (OPEB)							\$ 35,000	\$ 35,000
Projected Balance April 1, 2018	\$ 23,120,420	\$ 534,000	\$ 1,772,912	\$ 3,923,108	\$ 200,000	\$ 726,374	\$ 175,000	\$ 30,451,812

*Funding source = cash or financing

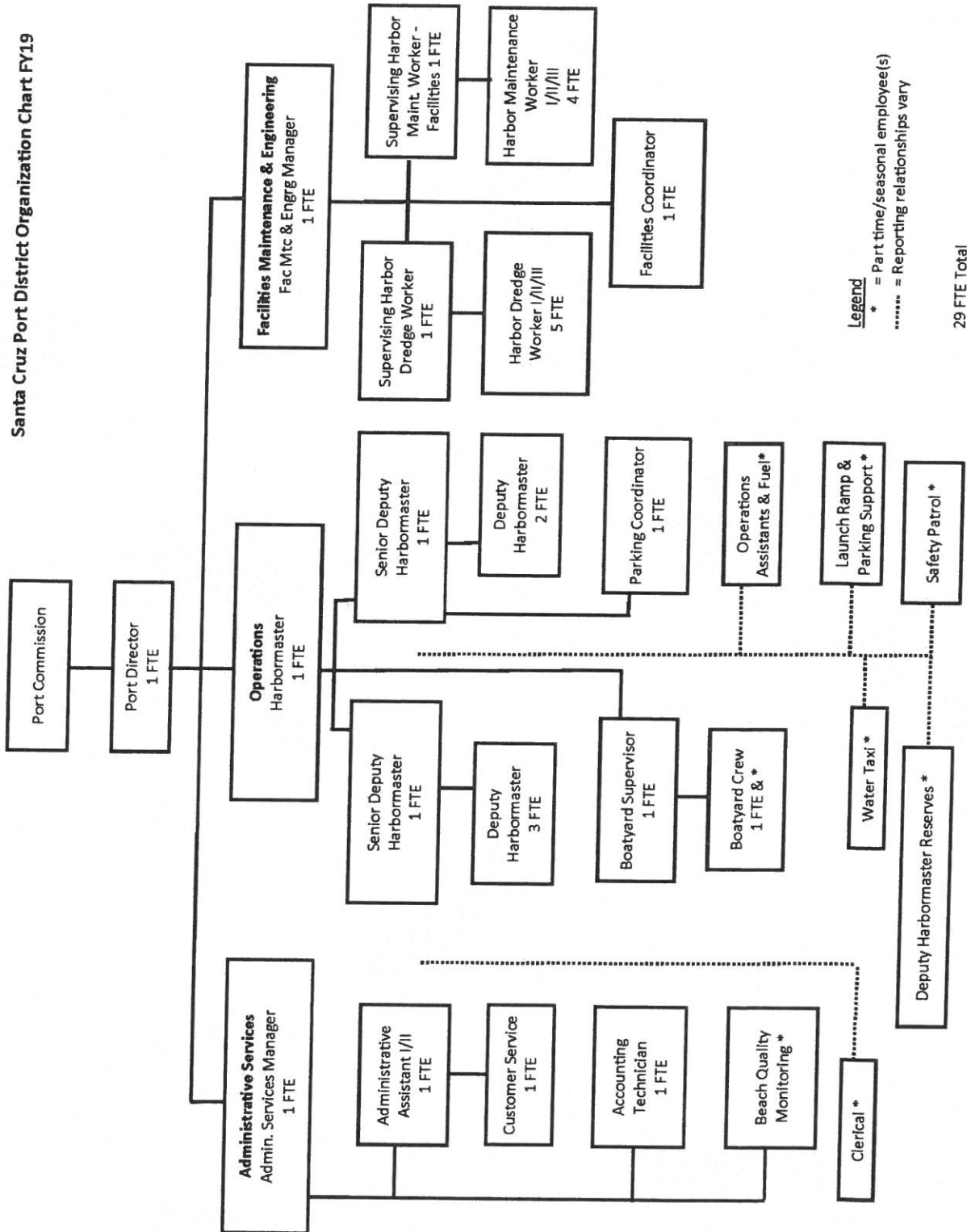
**Meets Reserve Fund goal: 25% of annual operating expenses (\$7,126,648) less PEMHCA (OPEB) contribution (\$35,000)

FundBalanceProjection_FY18-19.xlsx

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PERSONNEL PROFILE

Santa Cruz Port District Organization Chart FY19



Legend
 * = Part time/seasonal employee(s)
 = Reporting relationships vary

29 FTE Total

PERSONNEL PROFILE

The organization chart above is the basis of the FY19 budget projections. Positions shown with an associated FTE (full-time equivalent) number are regular, permanent positions assigned to each department. Positions shown with an asterisk and no FTE number are temporary and/or seasonal workers.

The FY19 budget increases FTE staffing by two, converting two existing full-time provisional positions. The Parking Coordinator position is in Operations, and the Harbor Dredge Worker position is in Facilities. Justification on the personnel profile status change for these positions is included as Appendix F.

Salary and benefit costs for all employees (regular FTE and temporary/seasonal) for FY 17 through FY 19 are tabulated below.

Salary and Benefit Costs

DEPARTMENT/SERVICE	FY17 SALARIES & BENEFITS BUDGET	FY18 SALARIES & BENEFITS BUDGET	FY18 SALARIES & BENEFITS PROJECTED	FY19 SALARIES & BENEFITS BUDGET	FY 18 TO FY19 CHANGE
Administrative Services	673,832	608,659	508,586	635,492	+ 26,833 (+4.4%)
Operations	1,179,679	1,302,502	1,369,582	1,306,690	+4,188 (+.3%)
Boatyard	182,648	186,747	180,083	196,658	+9,911 (+5.5%)
Facilities Maintenance and Engineering	539,555	565,775	601,830	655,561	+89,786 (+15.9%)
Dredging Operations	648,840	712,300	722,637	757,084	+44,784 (6.3%)
TOTALS	3,224,554	3,375,983	3,382,718	3,551,485	+175,502 (+5.2%)

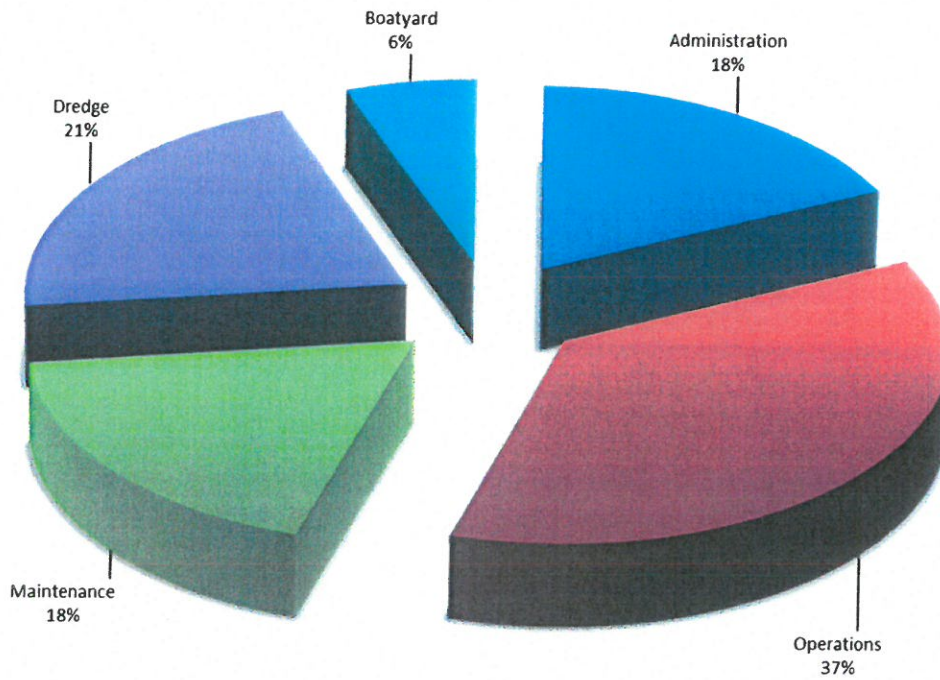
FY16 Total FTE = 27.67
 FY17 Total FTE = 27.0
 FY18 Total FTE = 27.0
 FY19 Total FTE = 29.0

Notes:

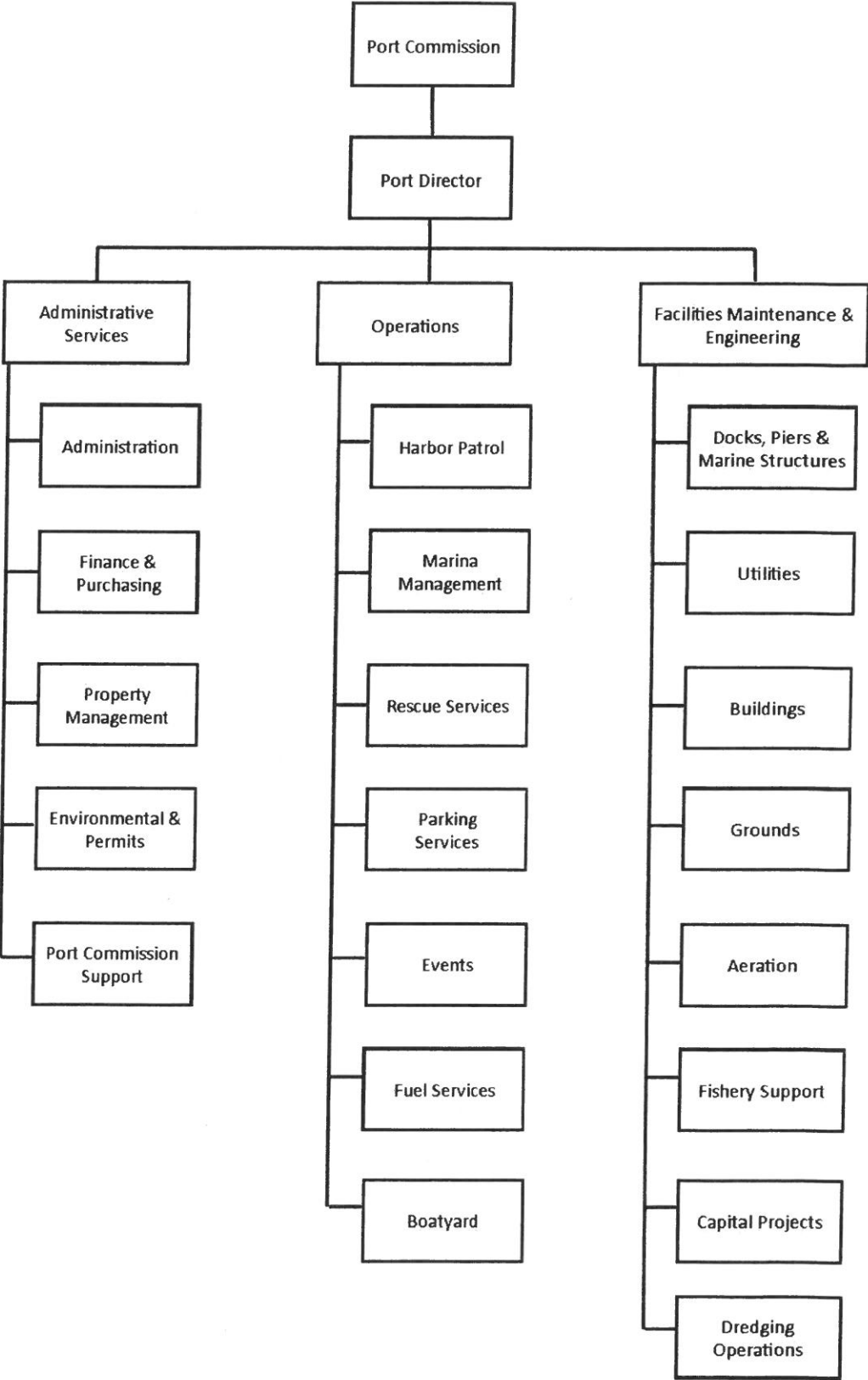
1. The Boatyard is shown separately for additional clarity, but is overseen by the Operations Department.
2. Dredging Operations is encompassed under Facilities Maintenance and Engineering, but is shown separately here for added clarity.
3. The position Customer Service Representative is budgeted in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

PERSONNEL PROFILE

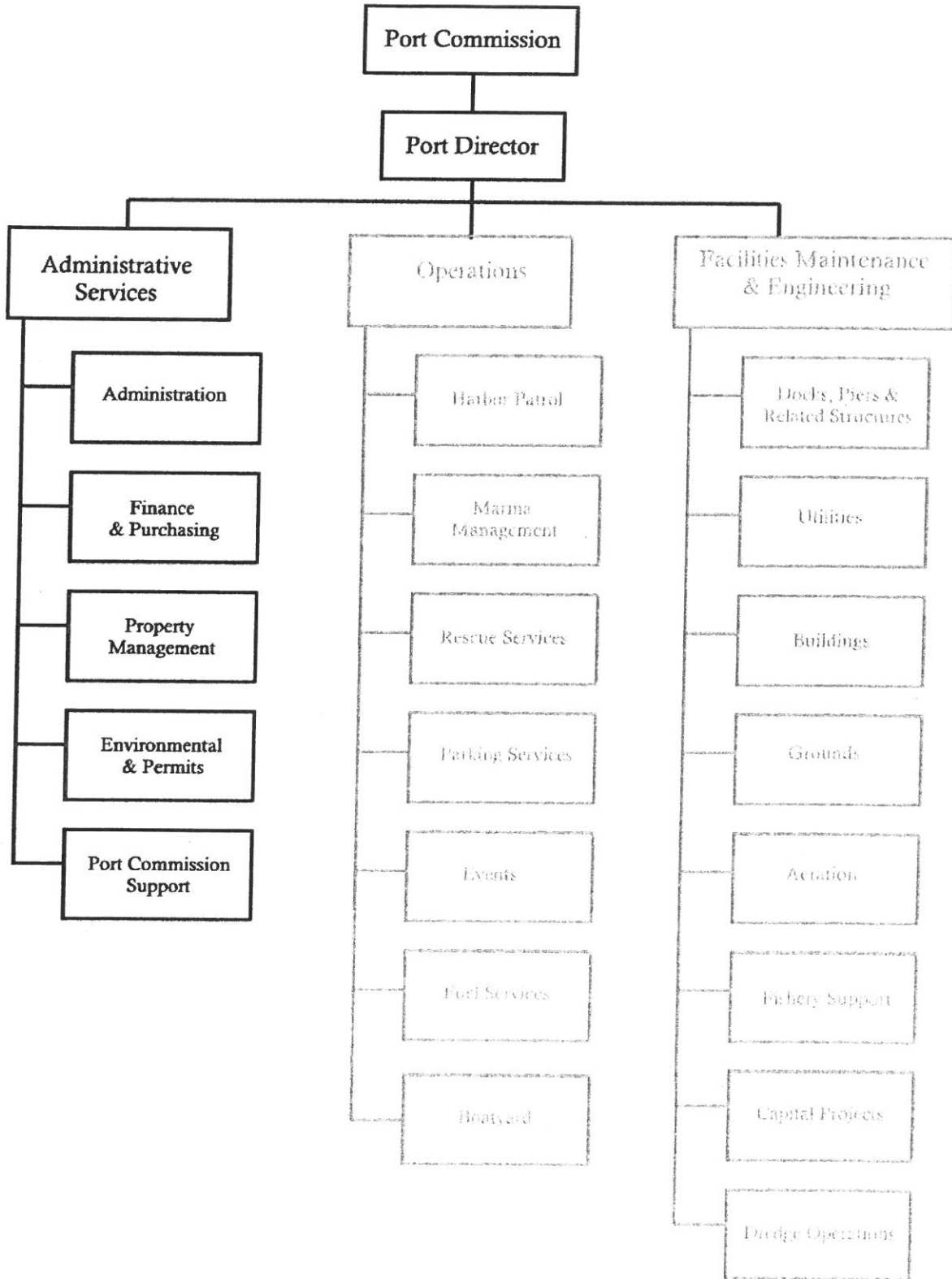
FY 19 Salaries & Benefits by Department



DEPARTMENTS AND PROGRAMS



ADMINISTRATIVE SERVICES DEPARTMENT



ADMINISTRATIVE SERVICES DEPARTMENT

Admin. Department Summary

	FY 17 Actual	FY 18 Budget	FY 18 Projected	FY 19 Budget
Expenditures by Category:				
Personnel Services	600,681	608,659	508,587	635,492
Services & Supplies	1,222,618	1,041,250	930,049	979,300
Capital Outlay	0	0	0	0
Total Expenditures	1,823,299	1,649,909	1,438,636	1,614,792
Expenditures by Program:				
Administration	1,016,517	756,828	685,669	727,018
Finance & Purchasing	170,809	179,467	169,123	191,294
Property Management	429,040	452,854	391,461	439,637
Environmental & Permitting	156,750	209,505	139,271	205,654
Port Commission Support	50,183	51,255	53,112	51,189
Total Expenditures	1,823,299	1,649,909	1,438,636	1,614,792
Total Regular Personnel Funded	4	5 *	5 *	6.6 *
Temporary/Seasonal Personnel	Beach Monitors	Beach Monitors Office Support	Beach Monitors Office Support	Beach Monitors Office Support

* One position transferred from Operations to Administration in FY17.

Note: FTE equivalents are derived from percentages of salary & benefit costs by program. The FY17 projected and FY18 numbers were not updated in the departmental worksheets. FY19 is updated in this worksheet.

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 such as the California Special Districts Association, and various activities undertaken by the Port Director and Administrative Services staff.

Administration (Program 110)

Expenditures	FY 17 Actual	FY 18 Budget	FY 18 Projected	FY 19 Budget
Personnel Services	345,400	346,028	284,802	360,218
Services & Supplies	671,117	410,800	400,867	366,800
Total	1,016,517	756,828	685,669	727,018
Funding Source(s)				
Rents	528,600	306,828	274,269	363,500
User Fees	487,917	450,000	411,400	363,518
Total	1,016,517	756,828	685,669	727,018
Regular Personnel				
	1.5 FTE	1.5 FTE	1.5 FTE	3.0 FTE
Temporary/Seasonal Personnel				
	Office Support	Office Support	Office Support	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 audits; tracking grant-related expenditures and reimbursements. Finance and purchasing staff are continuing work to develop and refine purchasing procedures.

Finance & Purchasing (Program 120)

Expenditures	FY 17 Actual	FY 18 Budget	FY 18 Projected	FY 19 Budget
Personnel Services	121,178	123,367	116,873	135,394
Services & Supplies	49,631	56,100	52,250	55,900
Total	170,809	179,467	169,123	191,294
Funding Source(s)				
User Fees	170,809	179,467	169,123	191,294
Total	170,809	179,467	169,123	191,294
Regular Personnel	1.1 FTE	1.1FTE	1.1FTE	.8 FTE
Temporary/Seasonal Personnel	Office Support	Office Support	Office Support	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 17 Actual	FY 18 Budget	FY 18 Projected	FY 19 Budget
Personnel Services	12,417	14,804	15,958	15,387
Services & Supplies	416,623	438,050	375,503	424,250
Total	429,040	452,854	391,461	439,637
Funding Source(s)				
Rents	429,040	452,854	391,461	439,637
Total	429,040	452,854	391,461	439,637
Regular Personnel	.4 FTE	.4 FTE	.4 FTE	1.8 FTE
Temporary/Seasonal Personnel	N/A	Office Support	Office Support	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 17 Actual	FY 18 Budget	FY 18 Projected	FY 19 Budget
Personnel Services	76,682	82,805	44,671	81,704
Services & Supplies	80,068	126,700	94,600	123,950
Total	156,750	209,505	139,271	205,654
Funding Source(s)				
Intergovernmental	7,825	0	0	0
User Fees	148,925	209,505	139,271	205,654
Total	156,750	209,505	139,271	205,654
Regular Personnel				
	.6 FTE	.6 FTE	.6 FTE	.8 FTE
Temporary/Seasonal Personnel				
	Beach Quality Monitors	Beach Quality Monitors	Beach Quality Monitors	Beach Quality Monitors

ADMINISTRATIVE SERVICES DEPARTMENT

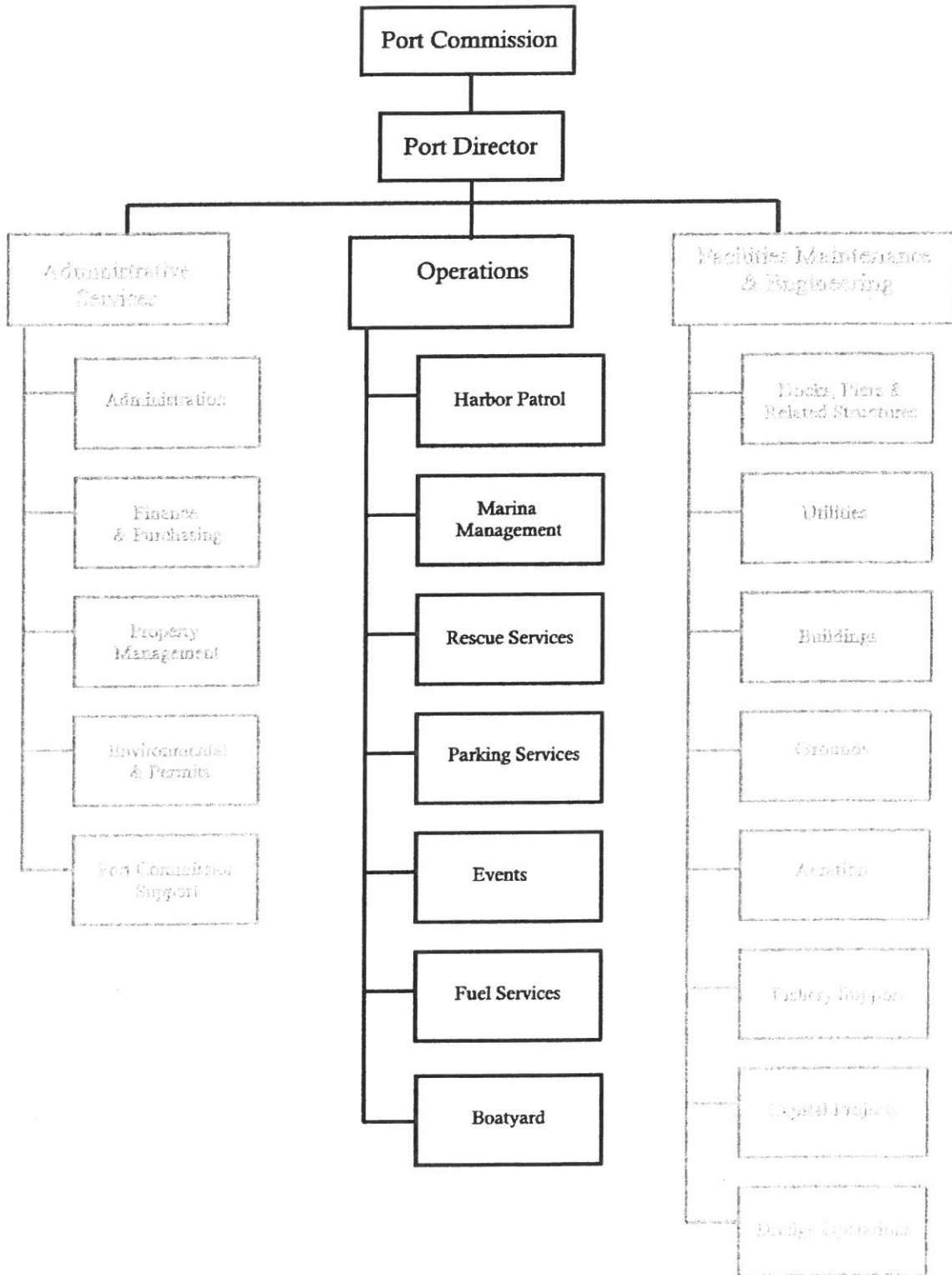
Port Commission Support

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.

Port Commission Support (Program 190)

Expenditures	FY 17 Actual	FY 18 Budget	FY 18 Projected	FY 19 Budget
Personnel Services	45,004	41,655	46,283	42,789
Services & Supplies	5,179	9,600	6,829	8,400
Total	50,183	51,255	53,112	51,189
Funding Source(s)				
User Fees	50,183	51,255	53,112	51,189
Total	50,183	51,255	53,112	51,189
Regular Personnel	.4 FTE	.4 FTE	.4 FTE	.2 FTE
Temporary/Seasonal Personnel	N/A	Office Support	Office Support	Office Support

OPERATIONS DEPARTMENT



OPERATIONS DEPARTMENT

Operations Dept. Summary

	FY 17 Actual	FY 18 Budget	FY 18 Projected	FY 19 Budget
Expenditures by Category:				
Personnel Services	1,430,204	1,489,249	1,549,664	1,503,348
Services & Supplies	693,231	738,525	672,903	808,460
Capital Outlay	0	0	0	12,000
Total Expenditures	2,123,435	2,227,774	2,222,567	2,311,808
Expenditures by Program:				
Harbor Patrol	621,569	606,638	653,808	635,630
Marina Management	461,217	429,070	493,162	445,119
Rescue Services	90,519	92,880	100,050	101,958
Parking Services	345,904	386,077	348,101	355,034
Events	32,531	40,562	31,703	42,844
Fuel Services	331,742	434,450	381,242	478,065
Boatyard	239,953	238,097	214,501	253,158
Total Expenditures	2,123,435	2,227,774	2,222,567	2,311,808
Total Regular Personnel Funded	8	10	10	9.4
Temporary/Seasonal Personnel	Reserve DHM Launch Parking Water Taxi	Reserve DHM Launch Parking Water Taxi	Reserve DHM Launch Parking Water Taxi	Reserve DHM Launch Parking Water Taxi

Note: FTE equivalents are derived from percentages of salary & benefit costs by program. The FY17 projected and FY18 numbers were not updated in the departmental worksheets. FY19 is updated in this worksheet.

OPERATIONS DEPARTMENT

Harbor Patrol

The Harbor Patrol and contract operators currently provide 24-hour 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 Port Commission committed to providing 24-hour security coverage by armed Deputy Harbormasters during FY16, and approved the creation of one new FTE position to help achieve that goal. The FY18 budget included additional funding for training. The FY19 budget continues to maintain training for armed patrol staff at high levels.

Harbor Patrol (Program 210)

Expenditures	FY 17 Actual	FY 18 Budget	FY 18 Projected	FY 19 Budget
Personnel Services	480,648	497,813	539,962	518,830
Services & Supplies	140,921	108,825	113,846	116,800
Capital Outlay	0	0	0	0
Total	621,569	606,638	653,808	635,630
Funding Source(s)				
Rents	0	260,000	260,000	260,000
User Fees	621,569	346,638	393,808	375,630
Total	621,569	606,638	653,808	635,630
Regular Personnel	3.4 FTE	3.8 FTE	3.8 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 363 days per year; administer invoicing and payment processes; monitor vessel use and confirm current registration; perform vessel serviceability checks; manage the waiting list; develop delinquency reports; conduct lien sales, provide customer service and manage the harbor's database.

In FY18, the electrolysis fee was eliminated in recognition that the program was being performed on an “as needed” versus continual basis. The FY19 budget eliminates the Electrolysis Fee revenue line item, which previously generated approximately \$6,000 per year. The electrolysis program will continue to be conducted by Operations staff on an as needed basis.

Marina Management (Program 220)

Expenditures	FY 17 Actual	FY 18 Budget	FY 18 Projected	FY 19 Budget
Personnel Services	418,201	398,870	463,486	414,119
Services & Supplies	43,016	30,200	29,676	31,000
Total	461,217	429,070	493,162	445,119
Funding Source(s)				
Rents	23,061	0	0	0
User Fees	438,156	429,070	493,162	445,119
Total	461,217	429,070	493,162	445,119
Regular Personnel				
	2.8 FTE	2.8 FTE	2.8 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. Sparky*, the inner-harbor safety boat, continues to be utilized by Operations staff to manage human powered watercraft (HPW) activity inside the harbor on busy days.

The FY19 budget encapsulates all fuel costs under Rescue Services. This change accurately tracks fuel expenditures in the primary program and reduces administrative effort in allocating fuel expense throughout other budget programs with less significant fuel use.

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.

The Port District negotiated with the City of Santa Cruz to provide staffing and oversight of the beach lifeguard program commencing in FY17 for approximately the same cost as in-house services. FY19 expenditures for contract lifeguard service increased 3% over FY18.

Rescue Services (Program 230)

Expenditures	FY 17 Actual	FY 18 Budget	FY 18 Projected	FY 19 Budget
Personnel Services	49,593	52,280	50,728	53,708
Services & Supplies	40,926	40,600	49,322	48,250
Total	90,519	92,880	100,050	101,958
Funding Source(s)				
Intergovernmental	44,810	25,000	25,000	25,000
Rents	18,100	10,000	10,000	10,000
User Fees	27,609	57,880	65,050	66,958
Total	90,519	92,880	100,050	101,958
Regular Personnel	.6 FTE	.7 FTE	.7 FTE	0.4 FTE
Temporary/Seasonal Personnel	Reserve DHM Safety Boat Lifeguards	Reserve DHM Safety Boat	Reserve DHM Safety Boat Lifeguards	Reserve DHM Safety Boat

OPERATIONS DEPARTMENT

Parking Services

Parking services encompass year-round staffing of the concession parking lot serving 2222 East Cliff Drive (O'Neill Building), the Crow's Nest and Café el Palomar, The SUP Shack and Harbor Beach; beach parking permit sales; slip licensee and employee parking permits; launch ramp parking and permits; water taxi and shuttle van services, and parking ordinance enforcement. Revenues from parking meters, pay stations, permit sales and concession lot receipts are used to fund parking services.

The FY17 budget included increased personnel costs associated with adding one provisional Parking Coordinator, as recommended in the Santa Cruz Harbor Parking Management Plan completed during FY16. This provisional position is proposed to become FTE status in FY19 (See Appendix F).

Parking Services (Program 240)

Expenditures	FY 17 Actual	FY 18 Budget	FY 18 Projected	FY 19 Budget
Personnel Services	261,631	297,477	260,379	261,624
Services & Supplies	84,273	88,600	87,722	93,410
Total	345,904	386,077	348,101	355,034
Funding Source(s)				
User Fees	261,545	0	0	0
Parking Fees/Fines	84,359	386,077	348,101	355,034
Total	345,904	386,077	348,101	355,034
Regular Personnel	1.4 FTE	1.4 FTE	1.4 FTE	1.4 FTE
Temporary/Seasonal Personnel	Parking Attendants, Launch Attendants, Water Taxi, Land Shuttle			

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.

Revenues from events decreased in FY18 due to impacts from the County of Santa Cruz Twin Lakes Beachfront Project, but are expected to rebound following project completion.

Events (Program 250)

Expenditures	FY 17 Actual	FY 18 Budget	FY 18 Projected	FY 19 Budget
Personnel Services	24,348	32,362	26,320	35,144
Services & Supplies	8,183	8,200	5,383	7,700
Total	32,531	40,562	31,703	42,844
Funding Source(s)				
Rents	32,531	25,000	25,000	25,000
Charges for Services	0	5000	5000	5000
User Fees	0	10,562	10,000	12,844
Total	32,531	40,562	31,703	42,844
Regular Personnel	0.4 FTE	0.4 FTE	0.4 FTE	0.2 FTE
Temporary/Seasonal Personnel	Parking Attendants, Water Taxi, Land Shuttle			

OPERATIONS DEPARTMENT

Fuel Services

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

Recurring program costs include staff, fuel purchases, taxes, storage tank fees, inspections and spill prevention equipment and supplies.

Replacement of the spill buckets on the underground storage tanks is included as a capital outlay item in the FY19 budget.

Fuel Services (Program 280)

Expenditures	FY 17 Actual	FY 18 Budget	FY 18 Projected	FY 19 Budget
Personnel Services	18,668	23,700	28,706	23,265
Services & Supplies	313,074	410,750	352,536	454,800
Capital Outlay*	0	0	0	12,000
Total	331,742	434,450	381,242	478,065
Funding Source(s)				
Charges for Services	0	0	40	0
Fuel Sales	331,742	480,000	381,202	478,065
Total	331,742	480,000	381,242	478,065
Regular Personnel	.1 FTE	.2 FTE	.2 FTE	1.9 FTE
Temporary/Seasonal Personnel	Fuel Dock Attendant	Fuel Dock Attendant	Fuel Dock Attendant	Fuel Dock Attendant

OPERATIONS DEPARTMENT

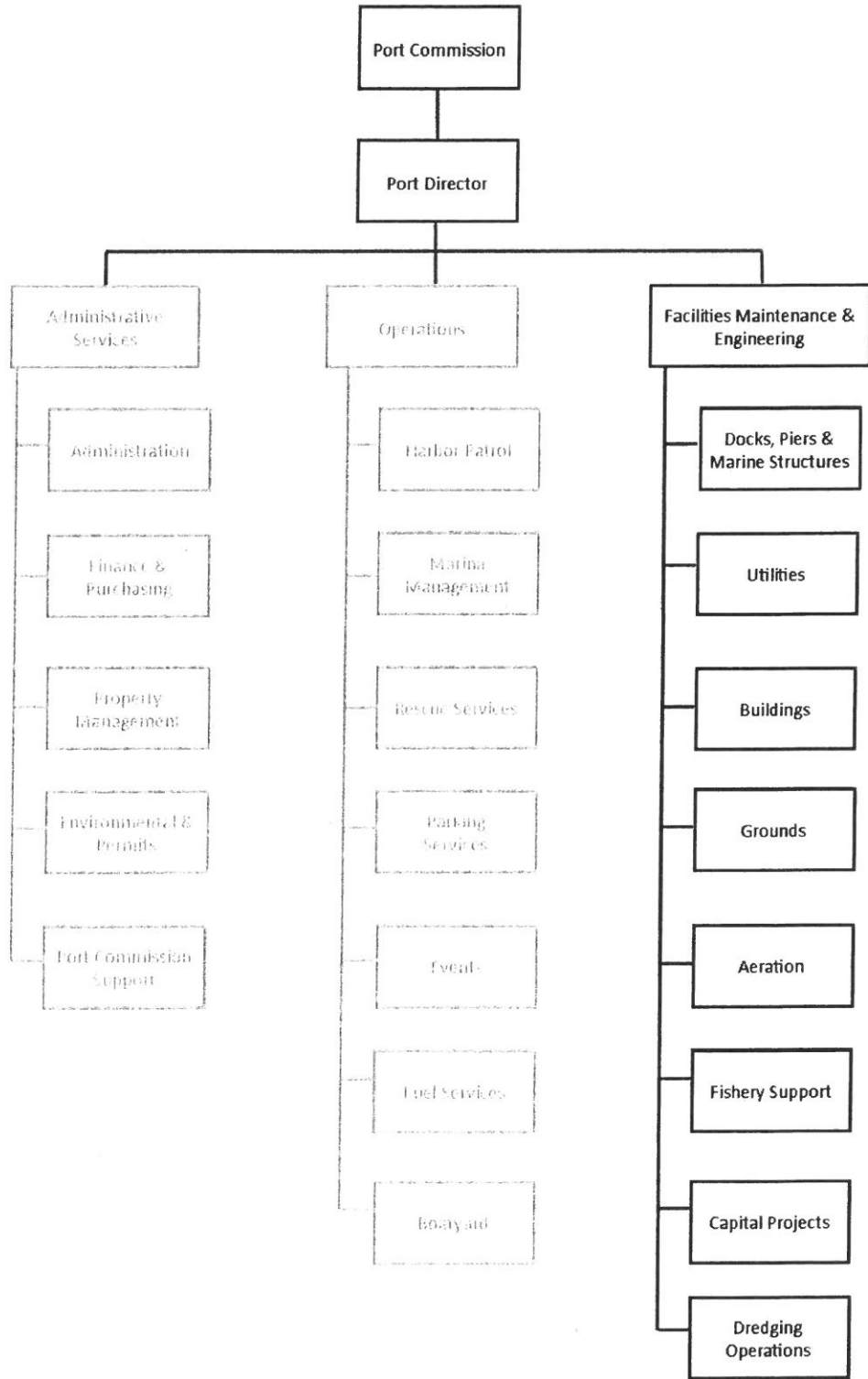
Santa Cruz Harbor Boatyard

The Port District took over operation and maintenance of the boatyard on February 1, 2014, and opened in on April 7, 2014. Recurring program costs include staff, fuel purchases, taxes, storage tank fees, inspections, spill prevention equipment, supplies and stormwater filtration costs. Staff, with support from a contract Qualified Industrial Stormwater Practitioner (QISP), is striving to meet increasingly stringent stormwater pollution prevention regulations. This effort is reflected in modest increases for boatyard services and supplies in FY19. Some stormwater service expenditures are captured in Environmental Permitting. The boatyard was self-supporting in FY18.

Boatyard (Program 500)

Expenditures	FY 17 Actual	FY 18 Budget	FY 18 Projected	FY 19 Budget
Personnel Services	177,115	186,747	180,083	196,658
Services & Supplies	62,838	51,350	34,418	56,500
Total	239,953	238,097	214,501	253,158
Funding Source(s)				
Charges for Services	0	214,000	0	1,000
Proceeds	0	0	0	14,658
Boatyard Fees	239,953	24,097	214,501	237,500
Total	239,953	238,097	214,501	253,158
Regular Personnel				
	0 FTE	2 FTE	2 FTE	1 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 17 Actual	FY 18 Budget	FY 18 Projected	FY 19 Budget
Expenditures by Category:				
Personnel Services	1,269,790	1,278,075	1,324,467	1,412,645
Services & Supplies	1,280,479	1,670,383	1,694,396	1,787,404
Capital Outlay	0	18,000	8,000	25,000
Total Expenditures	2,550,269	2,966,458	3,026,863	3,200,049
Expenditures by Program:				
Docks, Piers, Marine Str.	263,642	250,351	256,964	266,610
Utilities Maintenance	84,314	107,875	97,574	124,940
Building Maintenance	238,023	256,497	297,032	282,080
Grounds Maintenance	656,439	654,366	619,758	700,736
Aeration Program	42,498	54,885	50,982	54,263
Ice Production	5,042	18,250	9,286	18,935
Capital Projects	1,024	471,084	457,854	437,601
Dredge Operations	1,259,287	1,135,150	1,237,413	1,314,884
Total Expenditures	2,550,269	2,948,458	3,026,863	3,200,049
Total Regular Personnel Funded	12	12	12	13
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. The FY17 projected and FY18 numbers were not updated in the departmental worksheets. FY19 is updated in this worksheet.

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 17 Actual	FY 18 Budget	FY 18 Projected	FY 19 Budget
Personnel Services	69,392	75,002	59,304	79,160
Services & Supplies	194,250	175,349	197,660	187,450
Total	263,642	250,351	256,964	266,610
Funding Source(s)				
User Fees	263,642	250,351	256,964	266,610
Total	263,642	250,351	256,964	266,610
Regular Personnel				
	1.6 FTE	1.6 FTE	1.6 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.

Utilities Maintenance (Program 320)

Expenditures	FY 17 Actual	FY 18 Budget	FY 18 Projected	FY 19 Budget
Personnel Services	72,119	80,975	74,674	88,740
Services & Supplies	12,195	26,900	22,900	36,200
Total	84,314	107,875	97,574	124,940
Funding Source(s)				
Rents	33,725	57,875	47,574	74,940
User Fees	50,589	50,000	50,000	50,000
Total	84,314	107,875	97,574	124,940
Regular Personnel	1.0 FTE	1.0 FTE	1.0 FTE	.5 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 17 Actual	FY 18 Budget	FY 18 Projected	FY 19 Budget
Personnel Services	74,484	79,047	121,297	84,630
Services & Supplies	163,539	177,450	167,735	197,450
Capital Outlay	0	8,000	8,000	0
Total	238,023	256,497	297,032	282,080
Funding Source(s)				
Rents	238,023	256,497	297,032	282,080
Total	238,023	256,497	297,032	282,080
Regular Personnel	1.1 FTE	1.1 FTE	1.1 FTE	1.1 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 and control; recycling services; cleaning of impounded boats for lien sale; pressure washing of docks; street sweeping; and fish table cleaning and maintenance.

In FY18, contract grounds service was eliminated. Grounds services are currently being performed in house by unrepresented, hourly personnel, increasing costs for Personnel Services in FY19. A portion of the savings achieved in Services and Supplies was shifted to Personnel Services.

Acquisition of a used 3/4 – ton truck is included as a capital expenditure in FY19, to replace a vintage 1997 half-ton truck.

Grounds (Program 340)

Expenditures	FY 17 Actual	FY 18 Budget	FY 18 Projected	FY 19 Budget
Personnel Services	301,043	279,666	307,472	354,736
Services & Supplies	355,396	374,700	312,286	346,000
Capital Outlay*	0	10,000	0	25,000
Total	656,439	654,366	619,758	700,736
Funding Source(s)				
Rents	242,885	200,000	200,000	200,000
User Fees	413,554	454,366	419,758	500,736
Total	656,439	654,366	619,758	700,736
Regular Personnel	2.6 FTE	2.6 FTE	2.6 FTE	2.9 FTE
Temporary/Seasonal Personnel	Weekend Custodian	Weekend Custodian	Weekend Custodian/HMW1 (Prov)	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 17 Actual	FY 18 Budget	FY 18 Projected	FY 19 Budget
Personnel Services	18,879	26,885	27,482	25,763
Services & Supplies	23,619	28,000	23,500	28,500
Total	42,498	54,885	50,982	54,263
Funding Source(s)				
User Fees	42,498	54,885	50,982	54,263
Total	42,498	54,885	50,982	54,263
Regular Personnel	.3 FTE	.3 FTE	.3 FTE	.2 FTE
Temporary/Seasonal Personnel	N/A	.2 FTE	N/A	.3 FTE

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 merit commitment and support from the Port District. The FY19 budget includes funding for maintenance of the hoists, ice machine and pier, working with commercial fishermen on landings administration, and for updating policies associated with the fishery.

Fishery Support (Program 360)

Expenditures	FY 17 Actual	FY 18 Budget	FY 18 Projected	FY 19 Budget
Personnel Services	2,533	17,250	7,786	15,435
Services & Supplies	2,509	1,000	1,500	3,500
Total	5,042	18,250	9,286	18,935
Funding Source(s)				
User Fees	5,042	18,250	9,286	18,935
Total	5,042	18,250	9,286	18,935
Regular Personnel	.2 FTE	.2 FTE	.2 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 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 FY19 are detailed in the Capital Improvement Program later in this report.

Capital Projects (Program 390)

Expenditures	FY 17 Actual	FY 18 Budget	FY 18 Projected	FY 19 Budget
Personnel Services	502	6,950	3,815	7,097
Services & Supplies	522	464,134	454,039	430,504
Total	1,024	471,084	457,854	437,601
Funding Source(s)				
User Fees	1,024	471,084	457,854	437,601
Total	1,024	471,084	457,854	437,601
Regular Personnel	.3 FTE	.2 FTE	.2 FTE	1.8 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 channel entrance 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 (e.g. crane, forklift, pipe welder, and anchors).

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

Twin Lakes was placed in service in November 2016 and crews received training and support from the Port District’s dredging consultant (Bean) throughout the winter of 2016-17.

The FY17 budget reduced funding for maintenance and repair of the dredge *Twin Lakes* from \$80,000 in FY16, to \$20,000 in FY17 and FY18. This budget level is not sustainable, and significant expenditure overages in FY18 are projected. Recurring annual costs for consumable products (e.g., wire rope) exceed the FY18 line item budget. Other budget line items reduced in FY17 for maintenance and repair of equipment and the inner-harbor dredge *Squirt* are proposed to be increased in FY19.

FY18 budget projections include purchase of extended warranties for *Twin Lakes* C32 and C18 engines, and coverage for the Caterpillar bulldozer.

Dredging Operations (Program 400)

Expenditures	FY 17 Actual	FY 18 Budget	FY 18 Projected	FY 19 Budget
Personnel Services	730,838	712,300	722,637	757,084
Services & Supplies	528,449	422,850	514,776	557,800
Total	1,259,287	1,135,150	1,237,413	1,314,884
Funding Source(s)				
User Fees	1,259,287	1,135,150	1,237,413	1,314,884
Total	1,259,287	1,135,150	1,237,413	1,314,884
Regular Personnel				
	5.7 FTE	5.7 FTE	5.7 FTE	5.4 FTE
Temporary/Seasonal Personnel	Dredge Expediter	HMW II (Prov)	HMW II (Prov)	HMW II (Prov)

DREDGING EQUIPMENT

FY16 was the final full year of operation of the dredge *Seabright*. Delivery and commissioning of the new dredge, *Twin Lakes*, occurred May-June 2016.

Twin Lakes' utilized the original snorkel from the former dredge *Seabright*. The FY19 Dredge Intermediate Fund provides for fabrication of a new snorkel.

Another significant project planned for FY19 is a major overhaul of *Dauntless*. Staff is researching boatyard options for the sandblasting and repair work that needs to be accomplished in Summer 2018.

The following major maintenance items have been identified as priority needs for the dredging program in FY 19:

ASSET	ITEM	IDENTIFIED NEEDS
<i>Twin Lakes</i>		
	Lights	\$ 5,000
	Snorkel – Fabricate New	150,000
	Add 18” Check Valve	12,000
	Skookum Swing Sheaves	5,000
		\$ 172,000
<i>Squirt</i>	Replace 12” Check Valve	\$ 10,000
		\$ 10,000
<i>Dauntless</i>		
	Major Overhaul – Regional or Bay Area Boatyard: Haul / Sandblast / Paint / Zincs / A-Frame Fabrication / Replace Flooring – Decking / Fendering System*	\$175,000
	Skagit Winch Replacement	85,000
	Deck Lighting L.E.D Wiring*	5,000
	Welder/Generator*	12,000
		\$277,000

(continued on next page)

DREDGING EQUIPMENT

<i>Ancillary Equipment</i>		
Pipe	Phased Replacement*	\$ 30,000
Pipe Valves	Valve Assemblies	25,000
Pipe Valves	Convert West and Offshore Valves to Hydraulic	15,000
Anchors, Rigging	Rigging Replacement, Lifting Straps, Hardware for Anchor Lines	5,000
	Sub-Total	\$75,000
	IDENTIFIED DREDGE INTERMEDIATE FUND NEEDS	\$534,000
	PROJECTED FY19 FUNDING NEED	\$378,258

* Increases funding available from prior year budget.

CAPITAL OUTLAY

The following capital outlay items are included in the FY19 budget:

- Fuel Services: Replacement of the spill buckets on the underground storage tanks (\$12,000).
- Grounds: Replacement of a vintage half-ton vehicle with a used 3/4 – ton truck (\$25,000).

Two additional capital outlay items have been identified as a need, but are not included in the FY19 budget:

- Buildings: Replacement of an aged truck (\$25,000)
- Parking: Replacement of the water taxi (\$23,000)

CAPITAL IMPROVEMENT PROGRAM

The Capital Improvement Program and fund balance propose \$2.6 million in funding for capital improvement projects in FY19.

A portion of capital improvement expenditures could be financed. A Port Commission decision on whether to pursue financing for projects like the Aldo's seawall replacement and the pile replacement project is separate from the FY19 budget process.

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. The District approached several potential funding agencies and financial institutions and determined that the only additional borrowing that could occur would be through California Special Districts Association (CSDA). An equipment loan through CSDA would carry an interest rate of 6% to 7% and would have to be paid off in 15 years.

The District retained The Weist Law Firm of Scotts Valley, California, to serve as bond counsel for the refinancing effort. The Weist Law Firm engaged the services of Southwest Securities marketed the District’s debt. BBVA Compass Bank offered financing at very competitive rates and terms of the refinancing were locked in July 2013.

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.

DEBT SERVICE

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. The line of credit was necessary to ensure that sufficient cash remained available during reconstruction of docks and electrical utilities damaged by the March 2011 tsunami. The line of credit limit was reduced in FY15 in order to save “unused credit” fees on the line.

The term of the line of credit was extended in FY18 and the maximum principal amount available for draw is \$2 million.

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 Ratio (DSR) 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. In addition, the District’s revenues must 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.

Appendix B shows the Port District’s current debt with principal and interest payments due each year through FY30 assuming no additional borrowing occurs, and provides Debt Service Coverage Ratios (DSRs) for FY16 and FY17 (audited), FY18 (projected), and FY19 (projected).

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.

APPENDIX A

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. .

APPENDIX B

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

	2016 <i>Audited</i>	2017 <i>Audited</i>	2018 <i>Budget</i>	2018 <i>Projected</i>	2019 <i>Budget</i>
Operating Revenues					
Charges for berthing and services	\$ 6,898,905	\$ 6,799,847	\$ 6,845,260	\$ 6,928,088	\$ 6,985,206
Rent and concessions	\$ 1,732,017	\$ 1,694,869	\$ 1,713,000	\$ 1,821,795	\$ 1,854,080
Total Operating Revenues	\$ 8,630,922	\$ 8,494,716	\$ 8,558,260	\$ 8,749,883	\$ 8,839,286
Operating Expenses					
Depreciation and Amortization	\$ 1,647,651	\$ 1,781,839	\$ 1,523,872	\$ 1,681,013	\$ 1,681,013
Dredging Operations	\$ 1,029,556	\$ 1,259,287	\$ 1,135,150	\$ 1,237,413	\$ 1,314,884
Administrative Services	\$ 784,443	\$ 1,016,517	\$ 756,828	\$ 685,669	\$ 727,018
Operating and Security	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
Grounds	\$ 590,664	\$ 656,439	\$ 650,366	\$ 619,758	\$ 700,736
Fuel Services	\$ 342,096	\$ 331,742	\$ 434,450	\$ 381,242	\$ 478,065
Harbor Patrol	\$ 581,583	\$ 621,569	\$ 604,638	\$ 653,808	\$ 635,630
Property Management	\$ 430,550	\$ 429,040	\$ 452,854	\$ 391,461	\$ 439,637
Marina Management	\$ 366,449	\$ 461,217	\$ 429,070	\$ 493,162	\$ 445,119
Buildings	\$ 223,282	\$ 238,023	\$ 256,497	\$ 297,032	\$ 282,080
Parking Services	\$ 294,859	\$ 345,804	\$ 386,077	\$ 348,101	\$ 355,034
Docks, Piers, Marine Structures	\$ 206,915	\$ 263,642	\$ 250,351	\$ 256,964	\$ 266,610
Debt issuance costs	\$ -	\$ -	\$ -	\$ -	\$ -
Finance & Purchasing	\$ 170,536	\$ 170,809	\$ 178,467	\$ 169,123	\$ 191,294
Environmental & Permitting	\$ 162,413	\$ 156,750	\$ 208,505	\$ 139,271	\$ 205,654
Utilities	\$ 104,864	\$ 84,314	\$ 107,875	\$ 97,574	\$ 124,940
Aeration	\$ 39,944	\$ 42,498	\$ 54,885	\$ 50,982	\$ 54,283
Rescue Services	\$ 67,005	\$ 90,519	\$ 92,880	\$ 100,050	\$ 101,858
Boatyard Operations	\$ 216,865	\$ 239,953	\$ 238,097	\$ 214,501	\$ 253,156
Port Commission Support	\$ 39,306	\$ 50,183	\$ 51,255	\$ 53,112	\$ 51,189
Capital Projects	\$ 2,453	\$ 1,024	\$ 471,084	\$ 457,854	\$ 437,601
Events	\$ 26,359	\$ 32,531	\$ 40,562	\$ 31,703	\$ 42,844
Fishery Support	\$ 3,495	\$ 5,042	\$ 18,250	\$ 9,286	\$ 18,935
Total Expenses	\$ 7,331,098	\$ 8,278,842	\$ 8,344,013	\$ 8,369,079	\$ 8,807,662
Non-Operating Revenue (Expenses)					
County revenues for public services	\$ 24,985	\$ 11,243	\$ 25,000	\$ 23,736	\$ 23,725
Grants and Other Income	\$ 11,164	\$ 65,560	\$ 17,000	\$ 25,096	\$ 17,000
Dredging Reimbursement USACE	\$ 591,000	\$ 400,000	\$ 385,000	\$ 485,000	\$ 385,000
Interest Income	\$ 30,007	\$ 46,245	\$ 31,000	\$ 71,583	\$ 53,950
Interest Expense	\$ (508,936)	\$ (476,817)	\$ (451,734)	\$ (451,839)	\$ (418,104)
Other Income (Expenses)	\$ 46,760	\$ (74,482)	\$ 55,000	\$ 27,937	\$ 30,000
Total Non-Operating Income (Expenses)	\$ 194,980	\$ (28,251)	\$ 61,266	\$ 181,513	\$ 91,571
Extraordinary Items					
Losses related to tsunami damage, net of CalEMA reimbursements	\$ (27,864)	\$ (17,088)	\$ -	\$ -	\$ -
OE3 Trust Fund withdrawal liability	\$ -	\$ -	\$ -	\$ -	\$ -
Grants recognized in excess of current expenses related to tsunami damage	\$ -	\$ -	\$ -	\$ -	\$ -
Total Extraordinary Items	\$ (27,864)	\$ (17,088)	\$ -	\$ -	\$ -
Debt Service Coverage Calculation					
(+) Gross Revenues	\$ 8,630,922	\$ 8,494,716	\$ 8,558,260	\$ 8,749,883	\$ 8,839,286
(-) Maintenance and operating expenses	\$ (7,331,098)	\$ (8,278,842)	\$ (8,344,013)	\$ (8,369,079)	\$ (8,807,662)
(+) Depreciation and Amortization	\$ 1,647,651	\$ 1,781,839	\$ 1,523,872	\$ 1,681,013	\$ 1,681,013
(=) Net Operating Income	\$ 2,947,475	\$ 1,997,713	\$ 1,738,119	\$ 2,061,817	\$ 1,712,617
(+) Interest Income	\$ 30,007	\$ 46,245	\$ 31,000	\$ 71,583	\$ 53,950
(+) Non-operating income	\$ 11,164	\$ 65,560	\$ 80,000	\$ 51,673	\$ 53,725
(+) Grants	\$ 24,985	\$ 11,243	\$ 17,000	\$ 25,096	\$ 17,000
(+) Dredging Reimbursement USACE	\$ 591,000	\$ 400,000	\$ 385,000	\$ 485,000	\$ 385,000
(=) Net Revenues Available for Debt Service	\$ 3,604,631	\$ 2,520,761	\$ 2,251,119	\$ 2,695,169	\$ 2,222,292
(+) Current Portion Long Term Debt	\$ 982,015	\$ 1,015,120	\$ 997,454	\$ 997,454	\$ 1,030,896
(+) Interest Expense	\$ 508,936	\$ 476,817	\$ 451,734	\$ 451,839	\$ 418,104
(=) Total Debt Service	\$ 1,490,951	\$ 1,491,937	\$ 1,449,188	\$ 1,449,293	\$ 1,449,000
Debt Service Coverage Ratio (DSCR)	2.42x	1.69x	1.55x	1.86x	1.53x
DSCR (Excluding Grants)	2.4x	1.68x	1.54x	1.84x	1.52x
DSCR (Excluding USACE Reimbursement)				1.52x	1.27x
Required DSCR	1.25x	1.25x	1.25x	1.25x	1.25x

APPENDIX C



California Public Employees' Retirement System
 Actuarial Office
 P.O. Box 942709
 Sacramento, CA 94229-2709
 TTY: (916) 795-3240
 (888) 225-7377 phone – (916) 795-2744 fax
www.calpers.ca.gov

August 2017

**MISCELLANEOUS FIRST TIER PLAN OF THE SANTA CRUZ PORT DISTRICT
 (CalPERS ID: 3817767080)
 Annual Valuation Report as of June 30, 2016**

Dear Employer,

As an attachment to this letter, you will find a copy of the June 30, 2016 actuarial valuation report of the pension plan.

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, 2016.

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

Your June 30, 2016 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 31, 2017.

The exhibit below displays the minimum employer contributions, before any cost sharing, for Fiscal Year 2018-19 along with estimates of the required contributions for Fiscal Years 2019-20 and 2020-21. 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.**

Required Contribution

Fiscal Year	Employer Normal Cost Rate	Employer Payment of Unfunded Liability
2018-19	10.022%	\$224,021
<i>Projected Results</i>		
2019-20	10.5%	\$272,000
2020-21	11.5%	\$309,000

The actual investment return for Fiscal Year 2016-17 was not known at the time this report was prepared. The projections above assume the investment return for that year would be 7.375 percent. ***If the actual investment return for Fiscal Year 2016-17 differs from 7.375 percent, the actual contribution requirements for the projected years will differ from those shown above.***

Moreover, the projected results for Fiscal Years 2019-20 and 2020-21 also assume that there are no future plan changes, no further changes in assumptions other than those recently approved, and no liability gains or losses. Such changes can have a significant impact on required contributions. Since they cannot be predicted in advance, the projected employer results shown above are estimates. The actual required employer contributions for Fiscal Year 2019-20 will be provided in next year's report.

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.

The "Risk Analysis" section of the valuation report also contains estimated employer contributions in future years under a variety of investment return scenarios.



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August 2017

**MISCELLANEOUS SECOND TIER PLAN OF THE SANTA CRUZ PORT DISTRICT
 (CalPERS ID: 3817767080)
 Annual Valuation Report as of June 30, 2016**

Dear Employer,

As an attachment to this letter, you will find a copy of the June 30, 2016 actuarial valuation report of the pension plan.

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
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The exhibit below displays the minimum employer contributions, before any cost sharing, for Fiscal Year 2018-19 along with estimates of the required contributions for Fiscal Years 2019-20 and 2020-21. 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.**

Required Contribution

Fiscal Year	Employer Normal Cost Rate	Employer Payment of Unfunded Liability
2018-19	7.634%	\$3,558
<i>Projected Results</i>		
2019-20	8.0%	\$3,800
2020-21	8.8%	\$4,200

The actual investment return for Fiscal Year 2016-17 was not known at the time this report was prepared. The projections above assume the investment return for that year would be 7.375 percent. ***If the actual investment return for Fiscal Year 2016-17 differs from 7.375 percent, the actual contribution requirements for the projected years will differ from those shown above.***

Moreover, the projected results for Fiscal Years 2019-20 and 2020-21 also assume that there are no future plan changes, no further changes in assumptions other than those recently approved, and no liability gains or losses. Such changes can have a significant impact on required contributions. Since they cannot be predicted in advance, the projected employer results shown above are estimates. The actual required employer contributions for Fiscal Year 2019-20 will be provided in next year's report.

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.

The "Risk Analysis" section of the valuation report also contains estimated employer contributions in future years under a variety of investment return scenarios.



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August 2017

**PEPRA MISCELLANEOUS PLAN OF THE SANTA CRUZ PORT DISTRICT
 (CalPERS ID: 3817767080)
 Annual Valuation Report as of June 30, 2016**

Dear Employer,

As an attachment to this letter, you will find a copy of the June 30, 2016 actuarial valuation report of the pension plan.

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

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Your June 30, 2016 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 31, 2017.

The exhibit below displays the minimum employer contributions, before any cost sharing, for Fiscal Year 2018-19 along with estimates of the required contributions for Fiscal Years 2019-20 and 2020-21. 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.**

Required Contribution

Fiscal Year	Employer Normal Cost Rate	Employer Payment of Unfunded Liability
2018-19	6.842%	\$5,356
<i>Projected Results</i>		
2019-20	6.8%	\$5,700
2020-21	7.1%	\$6,300

The actual investment return for Fiscal Year 2016-17 was not known at the time this report was prepared. The projections above assume the investment return for that year would be 7.375 percent. ***If the actual investment return for Fiscal Year 2016-17 differs from 7.375 percent, the actual contribution requirements for the projected years will differ from those shown above.***

Moreover, the projected results for Fiscal Years 2019-20 and 2020-21 also assume that there are no future plan changes, no further changes in assumptions other than those recently approved, and no liability gains or losses. Such changes can have a significant impact on required contributions. Since they cannot be predicted in advance, the projected employer results shown above are estimates. The actual required employer contributions for Fiscal Year 2019-20 will be provided in next year's report.

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.

The "Risk Analysis" section of the valuation report also contains estimated employer contributions in future years under a variety of investment return scenarios.

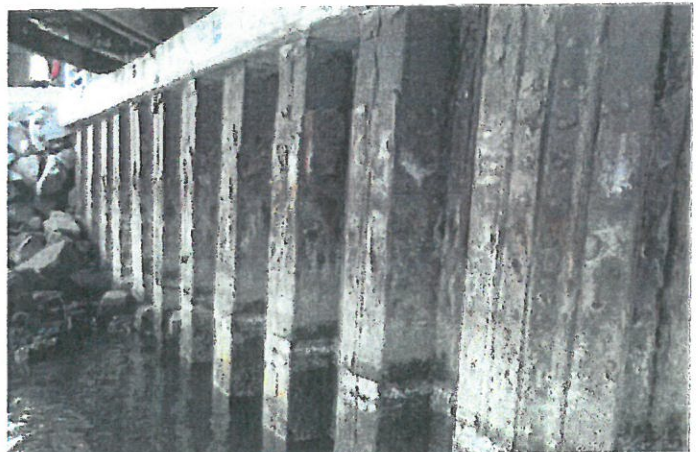
APPENDIX D

February 13, 2018



SANTA CRUZ PORT DISTRICT

FIVE-YEAR
CAPITAL IMPROVEMENT PLAN
FY 19-23



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 projects future, along with 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 not included in the CIP.

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.

FY19 is the fifth year for which the 5-year CIP has been developed. During FY13 and prior fiscal years, many capital improvements were budgeted and completed within line items in the operating budget, such as Piling Replacements, Building Repair and Maintenance and Street Maintenance. Those items are now presented as separate projects within the 5-year CIP with recommended funding amounts for each.

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

During FY16, the Port Commission adopted a Reserve Policy and established funding goals for reserves and for the Five-Year CIP. The Commission 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.

The CIP fund balance at the conclusion of FY18 is anticipated to be approximately \$1.2 million. Those funds are allocated to the various large and small projects funded in prior years and the CIP reserve (i.e. unallocated).

IV. Project Development and Selection Process

The projects proposed in this FY18 CIP were derived from a variety of sources, including recommendations from Port District staff, Commission and public input, and the list of unfunded projects in the prior CIP.

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

This 5-Year CIP includes thirteen projects totaling \$2,668,400 that are recommended for funding in FY19. There are fifteen other projects with funding from prior years or recommended for funding in the next 5 years. Other desirable projects that are not currently recommended are incorporated into the index of non-funded projects in Appendix C.

The Fund Balance projection as of April 1, 2018, has 29 identified projects with available funding. The Fund Balance includes the projects in the 5-year CIP, capital expenditures not included in the CIP, and projects with funding from prior years.

V. Proposed Projects

Several of the proposed projects in this CIP address ongoing infrastructure or facility maintenance needs and are programmed on an annual basis. Examples include parking lot resurfacing and the restroom rehabilitation.

New capital projects and projects involving maintenance of current infrastructure proposed for FY 19 are listed in Appendix A and described in detail in Appendix D. Projects approved in prior fiscal years that 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 FY19-FY23

Category	FY19	FY20	FY21	FY22	FY23	TOTAL
Docks, Piers & Marine Structures						
Piling Replacement Program ¹	554,400	750,000	250,000	-	-	1,554,400
Dock Upgrades Project	50,000	50,000	30,000	30,000	30,000	190,000
Pier Rehabilitation Project	-	6,000	10,000	-	25,000	41,000
West Side Seawall Reconstruction ²	1,600,000	-	-	-	-	1,600,000
Boatyard Marine Ways Inspection / Upgrades ³	-	20,000	TBD	TBD	TBD	20,000
TOTAL	\$ 2,204,400	\$ 826,000	\$ 290,000	\$ 30,000	\$ 55,000	\$ 3,405,400

1. Phase 1 project to re-bid for FY19 construction. FY19 contribution brings available funding to \$750K. Explore funding options
2. Funding in FY19 for engineering design, permitting & replacement of Aldo's seawall. Project cost sharing under negotiations with tenant. Explore funding options
3. Funding in FY20 for structural engineering inspection and potential design work for repairs/upgrades for future year.

Buildings						
Minor Building Restoration Projects	80,000	50,000	80,000	50,000	50,000	310,000
Restroom Building Rehabilitation	25,000	22,000	22,000	22,000	22,000	113,000
Walton Lighthouse Repainting	-	-	-	-	15,000	15,000
Harbormaster Office Remodel	-	-	75,000	-	-	75,000
Harbor Office Building Improvements	-	20,000	-	-	20,000	40,000
TOTAL	\$ 105,000	\$ 92,000	\$ 177,000	\$ 72,000	\$ 107,000	\$ 553,000

Landside Infrastructure						
Ice Machine Upgrades	-	20,000	-	-	-	20,000
Harbor Roads and Parking Lots Pavement Management ¹	58,000	75,000	60,000	60,000	60,000	313,000
Parking Pay Stations	30,000	30,000	30,000	30,000	TBD	120,000
Parking Upgrades	-	5,000	5,000	5,000	5,000	20,000
LPR Parking Enforcement System	-	175,000	-	-	-	175,000
Pappy Park	20,000	-	-	-	-	20,000
Sidewalk & Plaza Restoration	-	10,000	10,000	10,000	10,000	40,000
TOTAL	\$ 108,000	\$ 315,000	\$ 105,000	\$ 105,000	\$ 75,000	\$ 708,000

1. Ongoing paving needs. FY19 contribution brings total available funds to approx \$76K

CAPITAL IMPROVEMENT PROJECTS FY19-FY23

Category	FY19	FY20	FY21	FY22	FY23	TOTAL
Utility Systems						
Sanitary Sewer Lift Station Upgrades ¹	150,000	150,000	150,000	200,000	TBD	650,000
Aeration System Upgrades	10,000	10,000	10,000	10,000	10,000	50,000
Boatyard Sump Pump Replacement	36,000	-	-	-		36,000
Storm Drain System Repairs and Maintenance	-	20,000	20,000	20,000	20,000	80,000
Water and Sewer System Repairs and Maintenance	-	40,000	40,000	40,000	40,000	160,000
TOTAL	\$ 196,000	\$ 220,000	\$ 220,000	\$ 270,000	\$ 70,000	\$ 976,000

1. FY19 contribution brings total available funding to approx \$275,800

Planning Projects & Studies						
Commercial Fishery/Marine Services Center Upgrades ¹	-	TBD	TBD	TBD	TBD	-
West Side Master Plan	-	TBD	TBD	TBD	TBD	-
Aldo's Restaurant Reconstruction Project Management - Engineering Oversight	-	40,000	0	0	0	40,000
Murray Street Bridge Dock Reconfigurations ²	-	TBD	TBD	TBD	TBD	-
7th & Brommer Master Plan ³	10,000	TBD	TBD	TBD	TBD	10,000
SH Revetment and Seawall	-	TBD	TBD	TBD	TBD	-
Arana Gulch Grade Control Structure Feasibility Study	-	-	-	40,000	-	40,000
TOTAL	\$ 10,000	\$ 40,000	\$ -	\$ -	\$ -	\$ 90,000

1. Phase I, funded \$10K in FY13, was planned to involve outreach, preliminary planning and grant funding for a feasibility analysis. Project on hold

2. Funding for management of engineering consultants and miscellaneous costs. Reimbursable by City of Santa Cruz.

3. \$20,649 redistribution of CIP funding brings total available funding to \$10K

CAPITAL IMPROVEMENT PROJECTS FY19-FY23

Category	FY19	FY20	FY21	FY22	FY23	TOTAL
Other/Miscellaneous						
Harborwide Sign Study & Standards	-	10,000	-	-	-	10,000
Harborwide Topographic Survey	-	10,000	10,000	-	-	20,000
Harbor Security Infrastructure Upgrades ¹	45,000	TBD	TBD	TBD	TBD	45,000
West Side Seawall Assessment	0	50,000	TBD	TBD	TBD	50,000
West Jetty Walkway Project	TBD	TBD	TBD	TBD	TBD	-
TOTAL	\$ 45,000	\$ 70,000	\$ 10,000	\$ -	\$ -	\$ 125,000

1. Shower rekeying completed during FY16. Gate and restroom rekeying pending RFP process and new gate fabrication
 Total available funding approx. \$126,500

						GRAND TOTAL
FISCAL YEAR TOTALS	\$ 2,668,400	\$ 1,563,000	\$ 802,000	\$ 477,000	\$ 307,000	\$ 5,857,400

Overview of Previously Funded Projects

Aldo's Seawall Replacement

Status: Project funding recommended in FY19. FY18 design-engineering and permitting project is underway. Planned for RFP process in FY19, and subsequent reconstruction of the seawall.

Originally constructed in 1964, Aldo's seawall had reached the end of its serviceable life. Due to a sinkhole that developed under the restaurant and failure of a temporary project to patch holes in the sheet pile seawall, Aldo's closed and is operating out of temporary quarters on the harbor's west side. Conceptual seawall design options were evaluated and design-engineering and permitting for a replacement seawall is in process.

Piling Replacement Program

Status: Permits are in place for a 5-year repair and replacement program. Permits are valid through December 31, 2022. Advertised for bids in FY17; no bids received. Advertised for bids in FY18; one bid received and rejected. Planned for rebidding as larger Phase 1 project in FY19 (approximately 75 piles). Phase 2 planned in FY20. Phase 3 (as needed) planned in FY21.

The Port District maintains approximately 700 piles to support its docks. 125 damaged piles were replaced as a result of the March 2011 tsunami, leaving approximately 220 in need of maintenance and/or replacement.

Pier Rehabilitation Project

Status: No work in FY19

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 annual funding for minor repairs and upkeep.

Minor Building Restoration Projects

Status: Several projects completed in FY18; additional funding recommended for FY19.

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 FY18 included modernizing the harbor office kitchen (135 5th Avenue), installation of new flashing at 2222 East Cliff Drive, repair of a major roof leak at 345 Lake Avenue and other minor maintenance. Future projects (FY19 and beyond) include reroofing 493 Lake Avenue and 333 Lake Avenue, building repairs at 493 Lake Avenue, replacing worn carpet at the harbor office (135 5th Avenue) and flooring at 345 Lake Avenue, painting 493 Lake Avenue and 2222 East Cliff Drive, and re-wiring computer circuitry at the harbor office.

Restroom Building Rehabilitation

Status: Remodel of J Dock restroom building to repair the water-damaged J Dock shower was completed in FY18.

Projects are planned on an annual basis to extend the useful life of the District's 11 restroom buildings. Additional funding is recommended for lighting upgrades, door replacements and other recurring minor maintenance needs.

Sidewalk and Plaza Restoration

Status: Minor sidewalk repairs on west side were completed in FY17.

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.

Sanitary Sewer Lift Station Upgrades

Status: Preliminary RFP developed for investigative and design services; FY16-17 funding used for fabrication of new lids; new funding recommended for FY19 and beyond, as envisioned in prior 5-year CIP (FY18-22).

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 include replacing or relining existing tanks and upgrading access to pumps for maintenance.

Storm Drain System Repair Project

Status: No work funded in FY19

This ongoing project involves maintenance, repairs and cleaning of the harbor's storm drain pipes, inlets and catch basins. Improvements and upgrades to storm drains in the dredge yard and boatyard are planned with funding from the operating budget.

Parking Pay Stations

Status: Two new pay stations acquired in FY18 and placed in the Launch Ramp Area and near O Dock; two new planned in FY19.

This ongoing project will fund the replacement of the aging parking meters with pay stations throughout the harbor, beginning on the west side. The cost to install one pay station is approximately \$12,000, depending on the availability of electrical and wireless service. In FY19, a second pay station will be placed in the Launch Ramp area, and a pay station will be added near 333 Lake Avenue.

Concession Lot Automation

Status: Project funded in FY17, project planning to be initiated in FY19.

This project will accomplish installation of three pay-on-foot kiosks/pay stations to serve the concession lot and replace the attendant-run cash register. Project will involve coordination with concession tenants and outreach to harbor concession and harbor beach visitors.

Commercial Fishery/Marine Services Center Upgrade Project – Phase I

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, 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.

Harbor Security Upgrades

Status: Shower room electronic key access installed; restroom door and gate rekeying funded in FY16 and FY17. Additional funding for electronic key system proposed for FY19.

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 could be installed at key locations. Fencing and lighting upgrades were previously completed in the north harbor dry storage and dredge yard.

The current project involves installation of electronic keypads activated by key fobs on newly reconstructed gates, restrooms and other facilities accessed by harbor users such as the public hoist. All shower rooms were upgraded during FY15-16, and funding for restroom doors and dock gates was budgeted in FY16 and FY17. The equipment used for the shower doors was highly proprietary and the vendor has since retired. In FY18, an effort to design a Request for Quotations with the current vendor stalled. Alternatively, a new Request for Quotations for equipment compatible with the restroom doors and newly reconstructed dock gates will be circulated in FY19. It is anticipated that available keying systems may be compatible with the harbor's MarinaWare software. Funding for dock gates is included in Dock Upgrades.

Dock Upgrades

Status: Fabricate new dock gates in FY19 to facilitate conversion to electronic key system for dock gates and restrooms.

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.

Water and Sewer System

Status: Funding from prior years exists; no specific projects identified in the FY19-23 CIP

This ongoing project funds upgrades and improvements to the harbor's water and sewer services.

Aeration System Upgrades

Status: Ongoing project for aerator replacement and servicing; new funding recommended for FY19

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.

Ice Machine Upgrades

Status: Funding from prior years exists; no specific projects identified in the FY19-23 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.

Pavement Repairs

Status: Funding from prior years exists; additional funding recommended in FY19 and in future years

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

West Jetty Walkway

Status: On hold

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 seawall replacement project, restaurant building replacement, and subsequent West Side Master Plan.

7th and Brommer Master Plan

Status: Recommended for funding in FY19 to offset prior years' expenditures and provide additional funding for FY19 work

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

South Harbor Revetment and Seawall

Status: No work funded in FY19; nominal prior year funding remains

Originally funded in FY15, this project was for engineering assessment and recommendations involving the seawall along the harbor's west side. Future funding for continued assessments and recommendations is warranted.

Water Conservation

Status: No work funded in FY19; nominal prior year funding remains

Originally Funded in FY15, this project completed a number of water conservation projects following a lengthy California drought.

Parking Upgrades

Status: Funding from prior years exists for upgrading ADA parking facilities throughout the harbor

The Santa Cruz Harbor Parking Management Plan completed during FY16 included several recommendations for upgrading ADA parking facilities throughout the harbor. Existing spaces were widened to current ADA standards in 2013. There are 23 existing spaces, and ADA standards require a total of 21 spaces as a proportion of the total parking inventory. The Parking Management Plan recommends 11 new accessible spaces in key locations throughout the harbor. This project will involve identifying new spaces, adding signs and striping where needed.

Toyo Pump

Status: Equipment acquired; some funding from prior years remains.

The Port District acquired a 75hp submersible Toyo pump in FY 16 to provide more tools for dealing with shoaling of the inner harbor and difficult to reach areas along the harbor's perimeter. A mobile generator to power the pump was also acquired. Crews plan to deploy the Toyo pump in the north harbor in early-2018. Remaining funding will be used to acquire supplementary equipment needed to deploy the pump.

Westside Walkway and Retaining Wall Railing

Status: No funding in FY19; funding from FY18 remains

This project will involve reconstructing the low timber retaining wall and wooden handrailing adjacent to the walkway from AA Dock to the sidewalk along Atlantic Avenue. Crews plan to complete the project in the late-FY18, early-FY19 timeframe.

Appendix C
Index of Non-Funded Projects

Non-Funded Projects List FY19

FEMA Hazard Mitigation Grant Application-Arana Gulch Sediment Reduction Measures

Estimated Cost: \$25,000

Funding Source(s): Federal Emergency Management Agency Hazard Mitigation Grant Program

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.

West Side Master Plan

Estimated Cost: TBD

Funding Source(s): TBD

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.

Murray Street Bridge Reconstruction

Estimated Cost: TBD

Funding Source(s): TBD

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.

Aldo's Restaurant Reconstruction Project Management – Engineering Oversight

Estimated Cost: \$40,000

Funding Source(s): FY20 CIP

This project provides construction oversight for tenant reconstruction of the restaurant building on the Port District's west side seawall at 616 Atlantic Avenue.

Harbor Vehicle Fueling Station

Estimated Cost: \$40,000

Funding Source(s): FY14 CIP

This project was originally funded in FY14. The project is recommended for deletion in FY19, with funding allocated to other CIP projects.

Appendix D
Proposed Projects for FY19



Piling Replacement Project

This Phase 1 project will provides funding for replacement of approximately 75 pilings throughout the harbor. For FY19, funding is needed to supplement the project fund balance in order to bid the larger Phase 1 project. Pilings to be replaced include but are not limited to the piling at AA dock needed in order to repair and reopen the dock, and replacement of damaged and missing piles. Funding for the project will be out of the Port District's general fund or financing . FY21 funding on an as needed basis

Recommended Funding

FY19 - \$ 554,400
FY20 - \$ 750,000
FY21 - \$ 250,000
FY22 - \$ 0
FY23 - \$ 0



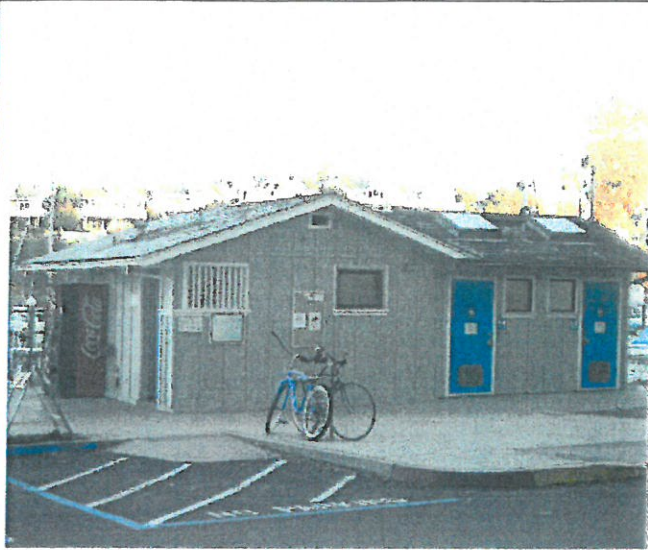
West Side Seawall – Engineering Design, Permitting and Construction

The seawall underneath Aldo's Restaurant was constructed in the early 1960's as part of the original harbor construction. During FY16, temporary repairs and a monitoring system were funded and installed. In FY17, the temporary repairs failed and the restaurant was closed and relocated to the westside lawn. This project will fund detailed design work, public outreach, permitting and replacement seawall to stabilize the adjacent embankment and accommodate a new restaurant meeting current codes and standards. Funding for the project will be out of the Port District's general fund or financing and is anticipated through a cost sharing arrangement with the restaurant operators.

Recommended Funding

FY19 - \$ 1,600,000
FY20 - \$ 0
FY21 - \$ 0
FY22 - \$ 0
FY23 - \$ 0





Restroom Building Rehabilitation

Annually, projects will be planned that extend the useful life of the District's 11 restroom buildings.

Recommended Funding

FY19 - \$ 25,000

FY20 - \$ 22,000

FY21 - \$ 22,000

FY22 - \$ 22,000

FY23 - \$ 22,000



Parking Pay Stations

During FY16, the Santa Cruz Harbor Parking Management Plan was completed. The plan includes recommendations for adding to the current availability of pay stations throughout the harbor. FY19 funding will provide for two additional pay stations in a location TBD.

Recommended Funding

FY19 - \$ 30,000

FY20 - \$ 30,000

FY21 - \$ 30,000

FY22 - \$ 30,000

FY23 - TBD



Harbor Roads and Parking Lots

This ongoing project provides funding for maintenance of roads and parking lots within the harbor. Pavement assessment, repairs, slurry sealing and restriping work is performed annually to extend the useful life of these facilities.

Recommended Funding

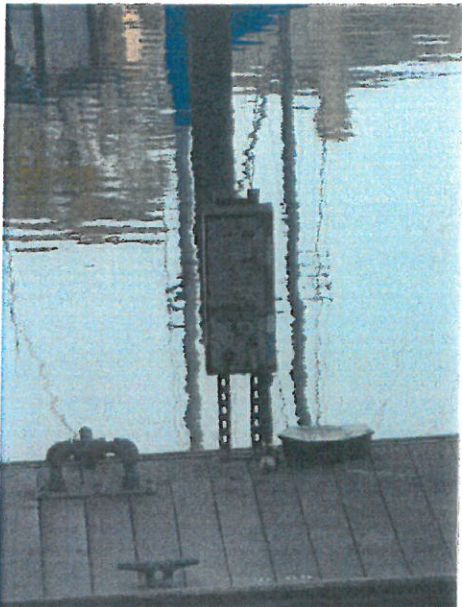
FY19 - \$ 58,000

FY20 - \$ 75,000

FY21 - \$ 60,000

FY22 - \$ 60,000

FY23 - \$ 60,000



Aeration System Upgrade Project

Annual maintenance of the aerator motors and floats is performed as part of the Aeration program. This project differs from the annual budget program as it provides for replacement or procurement of new aerators.

Recommended Funding

FY19 - \$ 10,000

FY20 - \$ 10,000

FY21 - \$ 10,000

FY22 - \$ 10,000

FY23 - \$ 10,000



Stormwater System Upgrades

Ongoing projects to improve stormwater management. The first planned project is replacement of the boatyard's sump pump, to restore automation of the system and increase the amount of water that is processed in the pre-treatment system.

Recommended Funding

FY19 - \$ 36,000

FY20 - \$ 0

FY21 - \$ 0

FY22 - \$ 0

FY23 - \$ 0



Pappy Park

Relocation of outrigger storage from the southeast harbor landside area to the northernmost portion of X-dock in the north harbor provides an opportunity to create a public space between 275 Lake Avenue and the O Dock Restroom building. The Port District's historic vessel *Pappy* will be on permanent display in the park, which will feature landscaping and benches.

Recommended Funding

FY19 - \$ 20,000

FY20 - \$ 0

FY21 - \$ 0

FY22 - \$ 0

FY23 - \$ 0



Minor Building Restoration Projects

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. Future projects may include re-roofing 493 Lake Avenue and 333 Lake Avenue, building repairs at 493 Lake Avenue, replacing worn carpet at the harbor office and flooring at 345 Lake Avenue, painting 493 Lake Avenue and 2222 East Cliff Drive, and re-wiring computer circuitry at the harbor office.

Recommended Funding

FY19 - \$ 80,000

FY20 - \$ 50,000

FY21 - \$ 80,000

FY22 - \$ 50,000

FY23 - \$ 50,000



Dock Upgrades Project

This recurring project provides funding for minor improvements and maintenance of the docks and appurtenant structures. For FY19, a planned project includes fabricating new dock gates to facilitate conversion to electronic key system.

Recommended Funding

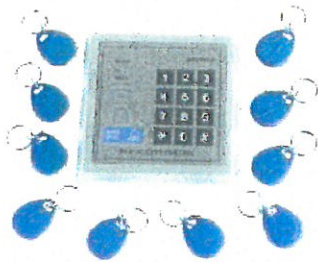
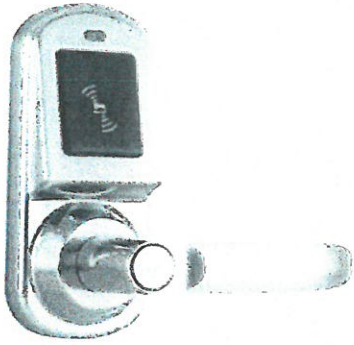
FY19 - \$ 50,000

FY20 - \$ 50,000

FY21 - \$ 30,000

FY22 - \$ 30,000

FY23 - \$ 30,000



Harbor Security Upgrades – Card Key System

A desired security upgrade throughout the harbor is replacement of the existing hard key system with card keys that can better limit access to docks, restrooms and showers. The harbor’s shower rooms were rekeyed during FY15-16, and funding was allocated in FY16 and FY17 to add the restroom doors and dock gates. This project funds the additional amount needed for a Request for Proposals process to select a vendor for the remaining items of work which include installation of key readers on the restroom doors and dock gates. This project is dependent upon fabrication of new dock gates (Dock Upgrades Project).

Recommended Funding

FY19 - \$ 45,000

FY20 - TBD

FY21 - TBD

FY22 - TBD

FY23 - TBD



Sanitary Sewer Lift Station Upgrades

This project was originally funded in FY13 with the intent of regular contributions until a major replacement project could be completed. Funding recommended in FY19 and beyond.

Recommended Funding

FY19 - \$ 150,000

FY20 - \$ 150,000

FY21 - \$ 150,000

FY22 - \$ 200,000

FY23 - TBD

APPENDIX E

Account	Description	YTD	FY18 BUDGET	FY18 PROJECTION	FY19 BUDGET
OPERATING INCOME					
4000	Slip Rent Permanent	\$2,828,135	\$4,273,800	\$4,226,835	\$4,359,276
4002	Slip Rent Visitors	\$108,826	\$65,000	\$124,826	\$75,000
4003	Annual Slip Rent Discount	(\$904)	(\$1,000)	(\$1,224)	(\$1,000)
4006	Tenant Concession Rent	\$1,296,658	\$1,650,000	\$1,706,400	\$1,749,060
4008	Misc. Tenant Rent (Sewer)	\$97,645	\$63,000	\$115,395	\$105,000
4010	Launch Fees	\$56,793	\$110,000	\$71,793	\$80,000
4012	Liveaboard	\$47,052	\$70,000	\$70,052	\$70,000
4014	Catamaran Storage	\$14,364	\$17,340	\$19,864	\$20,400
4016	North Harbor Dry Storage	\$112,532	\$153,000	\$162,532	\$163,200
4018	7th Ave Dry Storage	\$69,159	\$102,000	\$102,159	\$104,040
4020	Waiting List	\$5,852	\$90,000	\$100,852	\$90,000
4024	Slip Leave Option	\$0	\$500	\$1,250	\$500
4026	Partnership Fees	\$27,744	\$40,800	\$40,994	\$41,820
4028	Sublease Fees	\$16,582	\$16,320	\$25,482	\$20,400
4030	Variable/Utility Fees	\$121,352	\$178,500	\$178,500	\$182,070
4032	Late Fees	\$36,957	\$45,000	\$55,407	\$50,000
4034	Electrolysis Fees	\$4,974	\$6,000	\$4,974	\$0
4036	Citations	\$69,314	\$80,000	\$81,314	\$80,000
4040	Credit Card Convenience Charges	\$8,251	\$8,000	\$10,251	\$8,000
4100	Parking - Concession Lot	\$325,556	\$725,000	\$416,426	\$737,000
4102	Parking - Launch Area	\$69,670		\$77,670	
4104	Parking - Westside	\$59,491		\$66,491	
4118	Meter Permits & Coin	\$182,240		\$197,000	
4120	Slip Renter Parking Permits	\$3,980	\$10,000	\$17,230	\$12,000
4122	RV Parking	\$130,658	\$150,000	\$161,000	\$155,000
4200	Fuel Sales Gasoline	\$172,704	\$230,000	\$213,953	\$230,000
4202	Fuel Sales Diesel	\$208,686	\$250,000	\$255,000	\$260,000
4204	Fuel Service Call Back Charges	\$40		\$40	\$0
4210	Wash Rack	\$7,785	\$11,000	\$8,285	\$9,000
4220	Boatyard Retail	\$8,037	\$10,000	\$9,537	\$10,000
4225	Boatyard Labor		\$1,000		\$1,000
4230	Boatyard Rental	\$1,420	\$3,000	\$1,770	\$1,500
4235	Boatyard Misc.	\$19,926	\$30,000	\$33,926	\$35,000
4240	Lay Days/Storage	\$61,470	\$70,000	\$78,600	\$75,000
4245	Vessel Haulout	\$80,019	\$100,000	\$102,000	\$102,000
4250	Vessel Berthing	\$9,535		\$13,300	\$14,000
OPERATING INCOME		\$6,262,501	\$8,558,260	\$8,749,883	\$8,839,266
EXPENSE SUMMARY BY PROGRAM					
	Administrative Services (110)	\$480,486	\$756,828	\$685,669	\$727,018
	Finance & Purchasing (120)	\$125,219	\$179,467	\$169,123	\$191,294
	Property Management (130)	\$238,186	\$452,854	\$391,461	\$439,637
	Environmental & Permitting (140)	\$82,614	\$209,505	\$139,271	\$205,654
	Port Commission Support (190)	\$29,256	\$51,255	\$53,112	\$51,189
	Harbor Patrol (210)	\$433,117	\$606,638	\$653,808	\$635,630
	Marina Management (220)	\$319,636	\$429,070	\$493,162	\$445,119
	Rescue Services (230)	\$56,695	\$92,880	\$100,050	\$101,958
	Parking Services (240)	\$268,191	\$386,077	\$348,101	\$355,034
	Events (250)	\$25,831	\$40,562	\$31,703	\$42,844
	Fuel Services (280)	\$289,386	\$434,450	\$381,242	\$478,065
	Docks, Piers, Marine Structures (310)	\$215,326	\$250,351	\$256,964	\$266,610
	Utilities (320)	\$55,684	\$107,875	\$97,574	\$124,940
	Buildings (330)	\$188,773	\$256,497	\$297,032	\$282,080
	Grounds (340)	\$417,412	\$654,366	\$619,758	\$700,736
	Aeration (350)	\$35,652	\$54,885	\$50,982	\$54,263
	Fishery Support (360)	\$1,893	\$18,250	\$9,286	\$18,935
	Capital Projects (390)	\$272,834	\$471,084	\$457,854	\$437,601
	Dredging Operations (400)	\$773,688	\$1,135,150	\$1,237,413	\$1,314,884
	Boatyard Operations (500)	\$143,698	\$238,097	\$214,501	\$253,158
OPERATING EXPENSES		\$4,453,579	\$6,826,140	\$6,688,065	\$7,126,649
OPERATING PROFIT		\$1,808,923	\$1,766,620	\$2,061,818	\$1,712,617

Account	Description	YTD	FY18 BUDGET	FY18 PROJECTION	FY19 BUDGET
NON OPERATING INCOME/(EXPENSE)					
	4300 Harbor Services Charge	\$277	\$10,000	\$4,277	\$10,000
	4308 Interest Income	\$583	\$31,000	\$71,583	\$53,950
	4310 Other Income	\$17,160	\$55,000	\$23,660	\$20,000
	4350 AGWA Contributions	\$0	\$12,000	\$12,000	\$12,000
	4375 USACE Reimbursement	\$452,750	\$385,000	\$485,000	\$385,000
	4404 Grants - Other/Misc.	\$13,096	\$5,000	\$13,096	\$5,000
	4406 County Rescue Contribution	\$23,736	\$25,000	\$23,736	\$23,725
	4408 Waste Oil Grant	\$0	\$12,000	\$12,000	\$12,000
	4600 Cash Over/Under	(\$114)		(\$114)	\$0
	Pension Withdrawal Liability	(\$310)	\$0	\$0	\$0
Various	Principal Debt Payments	(\$593,189)	(\$997,454)	(\$997,454)	(\$1,030,895)
Various	Capital Improvement Program	(\$126,021)	\$0	(\$298,828)	(\$500,000)
Various	Capitalized Expenses / Dredge Int Fund	(\$131,024)	(\$290,000)	(\$310,000)	(\$415,258)
Various	Depreciation	(\$1,120,012)	\$0	(\$1,681,013)	
NET INCOME/(LOSS)		\$345,855	\$996,166	-\$580,239	\$288,139
FY 18 INCOME PROJECTION NET OF DEPRECIATION/CAP EXPENSES					
	Capital Improvement Program			\$298,828	
	Capitalized Expenses			\$310,000	
	Depreciation			\$1,681,013	
PROJECTED NET INCOME				\$1,709,602	
FY19 - Cash or Finance CIP - Pile Project					-\$554,400
FY19 - Cash or Finance CIP - Aldo's Seawall Replacement					-\$1,600,000
FY19 Reserve Reserve Fund Contribution					-\$180,532

Account	Description	YTD	FY18 BUDGET	FY18 PROJECTION	FY19 BUDGET
ADMINISTRATIVE SERVICES (110)					
100-100-110-0000-5000	Salaries - Regular	\$107,755	\$215,414	\$167,814	\$220,446
100-100-110-0000-5005	Salaries - Overtime	\$624	\$1,000	\$624	\$1,000
100-100-110-0000-5010	Wages - Part Time/Temporary		\$7,500	\$0	\$5,000
100-100-110-0000-5020	Salaries - Vacation Pay	\$3,184	\$16,000	\$3,184	\$5,000
100-100-110-0000-5055	Unemployment Insurance (SUI)		\$2,653	\$0	\$1,823
100-100-110-0000-5060	FICA Medicare/Social Security	\$8,338	\$15,176	\$12,115	\$16,442
100-100-110-0000-5075	Auto Allowance	\$900	\$765	\$1,700	\$2,400
100-100-110-0000-5105	Workers' Compensation	\$4,154	\$3,301	\$4,154	\$8,850
100-100-110-0000-5110	CalPERS Employer Share	\$21,576	\$23,964	\$34,713	\$25,510
100-100-110-0000-5112	CalPERS Unfunded Liability	\$15,203	\$16,834	\$23,305	\$29,304
100-100-110-0000-5115	Health Insurance	\$19,000	\$36,532	\$30,364	\$35,650
100-100-110-0000-5120	Dental Insurance	\$1,059	\$1,468	\$1,589	\$2,124
100-100-110-0000-5125	Long Term Disability/Life/AD&D	\$157	\$221	\$239	\$1,469
100-100-110-0000-5140	Retiree Medical Contribution	\$3,333	\$5,200	\$5,000	\$5,200
100-100-110-0000-5200	Printing & Newsletter	\$7,146	\$14,000	\$9,358	\$12,000
100-100-110-0000-5202	Legal Notices	\$165	\$1,000	\$500	\$1,000
100-100-110-0000-5204	Advertising	\$1,320	\$5,000	\$2,000	\$2,000
100-100-110-0000-5206	Postage	\$6,417	\$12,000	\$9,017	\$12,000
100-100-110-0000-5208	Promotional Expense	\$1,904	\$6,000	\$5,000	\$6,000
100-100-110-0000-5214	Office Supplies	\$7,921	\$13,000	\$12,000	\$13,000
100-100-110-0000-5217	Supplies	-\$12	\$1,000	\$600	\$1,000
100-100-110-0000-5240	Miscellaneous Employee Training	\$376	\$1,000	\$1,000	\$1,000
100-100-110-0000-5242	Pre-Employment Physicals	\$610	\$1,000	\$610	\$1,000
100-100-110-0000-5256	Equipment Rental		\$1,000	\$0	\$1,000
100-100-110-0000-5262	Insurance Premiums	\$3,959	\$20,000	\$20,000	\$20,000
100-100-110-0000-5264	Insurance Claims	\$17,181	\$6,000	\$8,500	\$6,000
100-100-110-0000-5266	Memberships, Dues, Subscriptions	\$9,831	\$10,000	\$11,000	\$12,000
100-100-110-0000-5268	Meetings & Training	\$1,972	\$5,000	\$3,500	\$5,000
100-100-110-0000-5270	Books		\$300	\$300	\$300
100-100-110-0000-5282	Bank Service Charges	\$21,057	\$26,000	\$28,258	\$30,000
100-100-110-0000-5284	Credit Card Fees	\$15,898	\$15,000	\$25,433	\$20,000
100-100-110-0000-5286	Data Storage	\$1,800	\$3,000	\$2,700	\$3,000
100-100-110-0000-5288	Employee Recognition	\$638	\$3,000	\$3,000	\$3,000
100-100-110-0000-5290	Miscellaneous Expenses	\$790	\$1,000	\$1,000	\$1,000
100-100-110-0000-5296	Election Expense	\$63,504	\$60,000	\$63,504	\$0
100-100-110-0000-5298	Interest Expense	\$25	\$500	\$50	\$500
100-100-110-0000-5310	Telephone & Alarms	\$28,357	\$30,000	\$43,114	\$42,000
100-100-110-0000-5415	Miscellaneous Professional Services	\$6,400	\$15,000	\$9,600	\$12,000
100-100-110-0000-5416	Legal Consultation	\$32,280	\$50,000	\$50,000	\$50,000
100-100-110-0000-5420	Technical Services	\$2,255	\$20,000	\$3,500	\$20,000
100-100-110-0000-5425	Contract Services	\$5,741	\$12,000	\$7,459	\$12,000
100-100-110-0000-5450	Other Services	\$23,043	\$10,000	\$23,043	\$10,000
100-100-110-0000-5465	Software License & Application	\$7,845	\$20,000	\$20,000	\$20,000
100-100-110-0000-5470	LAFCO Assessment	\$12,572	\$12,000	\$12,572	\$13,000
100-100-110-0000-5500	Mileage Reimbursement		\$1,000	\$250	\$1,000
100-100-110-0000-5510	Meetings & Seminars	\$1,170	\$3,000	\$2,000	\$3,000
100-100-110-0000-5694	Office Equipment R&M	\$6,300	\$20,000	\$12,000	\$20,000
100-100-110-0000-5698	Equipment/Equipment R&M	\$6,739	\$13,000	\$10,000	\$13,000
	TOTAL ADMINISTRATIVE SERVICES	\$480,486	\$756,828	\$685,669	\$727,018

Account	Description	YTD	FY18		
			FY18 BUDGET	PROJECTION	FY19 BUDGET
FINANCE & PURCHASING (120)					
100-100-120-0000-5000	Salaries - Regular	\$48,087	\$86,000	\$74,163	\$89,579
100-100-120-0000-5005	Salaries - Overtime	\$95	\$1,000	\$95	\$1,000
100-100-120-0000-5010	Wages - Part Time/Temporary		\$0		\$3,000
100-100-120-0000-5015	Salaries - Comp. Time	\$0	\$0	\$0	\$0
100-100-120-0000-5020	Salaries - Vacation Pay	-\$1,212	\$0	-\$1,212	\$0
100-100-120-0000-5055	Unemployment Insurance (SUI)	\$4,260	\$977	\$4,260	\$770
100-100-120-0000-5060	FICA Medicare/Social Security	\$3,905	\$6,359	\$5,885	\$6,948
100-100-120-0000-5105	Workers' Compensation	\$6,387	\$5,076	\$6,387	\$3,740
100-100-120-0000-5110	CalPERS Employer Share	\$5,613	\$6,234	\$9,031	\$6,337
100-100-120-0000-5112	CalPERS Unfunded Liability	\$3,955	\$4,379	\$6,063	\$7,623
100-100-120-0000-5115	Health Insurance	\$6,429	\$11,947	\$10,694	\$14,878
100-100-120-0000-5120	Dental Insurance	\$882	\$1,224	\$1,324	\$898
100-100-120-0000-5125	Long Term Disability/Life/AD&D	\$121	\$170	\$184	\$621
100-100-120-0000-5214	Office Supplies	\$112	\$500	\$500	\$500
100-100-120-0000-5266	Memberships, Dues, Subscriptions		\$250	\$0	\$250
100-100-120-0000-5268	Meetings & Training	\$620	\$2,000	\$1,000	\$2,000
100-100-120-0000-5270	Books		\$200	\$0	\$0
100-100-120-0000-5272	Software		\$500	\$0	\$500
100-100-120-0000-5290	Miscellaneous Expenses	\$981	\$1,000	\$1,000	\$1,000
100-100-120-0000-5420	Technical Services	\$200	\$2,500	\$2,500	\$3,000
100-100-120-0000-5460	Accounting & Auditing	\$44,659	\$46,000	\$46,000	\$46,000
100-100-120-0000-5465	Software License & Application	\$125	\$1,000	\$250	\$500
100-100-120-0000-5500	Mileage Reimbursement		\$150	\$0	\$150
100-100-120-0000-5698	Equipment/Equipment R&M		\$2,000	\$1,000	\$2,000
	TOTAL FINANCE & PURCHASING	\$125,219	\$179,467	\$169,123	\$191,294
PROPERTY MANAGEMENT (130)					
100-100-130-0000-5000	Salaries - Regular	\$5,827.95	\$8,200.00	\$8,040.51	\$8,440.00
100-100-130-0000-5055	Unemployment Insurance (SUI)		\$50.71		\$80.00
100-100-130-0000-5060	FICA Medicare/Social Security	\$442.70	\$481.79	\$546.14	\$725.00
100-100-130-0000-5105	Workers' Compensation	\$990.10	\$786.81	\$990.10	\$390.00
100-100-130-0000-5110	CalPERS Employer Share	\$1,654.76	\$1,837.85	\$2,662.28	\$1,868.00
100-100-130-0000-5112	CalPERS Unfunded Liability	\$1,165.88	\$1,290.98	\$1,787.20	\$2,247.00
100-100-130-0000-5115	Health Insurance	\$820.68	\$1,564.83	\$1,291.72	\$1,478.00
100-100-130-0000-5120	Dental Insurance	\$352.85	\$489.41	\$529.57	\$94.00
100-100-130-0000-5125	Long Term Disability/Life/AD&D	\$72.52	\$102.04	\$110.36	\$65.00
100-100-130-0000-5204	Advertising	\$359.38	\$1,800.00	\$750.00	\$1,500.00
100-100-130-0000-5262	Insurance Premiums	\$84,745.06	\$125,000.00	\$84,745.06	\$105,000.00
100-100-130-0000-5268	Meetings & Training		\$750.00	\$0.00	\$750.00
100-100-130-0000-5290	Miscellaneous Expenses	\$112.32	\$4,000.00	\$150.00	\$2,000.00
100-100-130-0000-5300	Gas & Electricity	\$47,327.52	\$75,000.00	\$74,949.00	\$78,000.00
100-100-130-0000-5305	Water, Sewer & Garbage	\$78,604.89	\$140,000.00	\$107,999.00	\$130,000.00
100-100-130-0000-5310	Telephone & Alarms	\$6,628.95	\$7,500.00	\$10,079.00	\$10,000.00
100-100-130-0000-5315	Sanitary Dist Charges	\$8,830.76	\$83,000.00	\$95,830.76	\$96,000.00
100-100-130-0000-5416	Legal Consultation	\$250.00	\$1,000.00	\$1,000.00	\$1,000.00
	TOTAL PROPERTY MANAGEMENT	\$238,186.32	\$452,854.42	\$391,460.70	\$439,637.00

Account	Description	YTD	FY18		FY19 BUDGET
			BUDGET	PROJECTION	
ENVIRONMENTAL & PERMITTING (140)					
100-100-140-0000-5000	Salaries - Regular	\$6,727	\$19,984	\$7,585	\$15,939
100-100-140-0000-5005	Salaries - Overtime	\$2,793	\$1,000	\$2,895	\$3,000
100-100-140-0000-5010	Wages - Part Time/Temporary	\$10,468	\$45,000	\$20,132	\$46,000
100-100-140-0000-5055	Unemployment Insurance (SUI)	\$53	\$1,618	\$53	\$237
100-100-140-0000-5060	FICA Medicare/Social Security	\$1,449	\$5,161	\$2,264	\$4,700
100-100-140-0000-5105	Workers' Compensation	\$1,364	\$1,084	\$1,364	\$1,150
100-100-140-0000-5110	CalPERS Employer Share	\$2,352	\$2,613	\$3,785	\$2,656
100-100-140-0000-5112	CalPERS Unfunded Liability	\$1,657	\$1,835	\$2,541	\$3,195
100-100-140-0000-5115	Health Insurance	\$1,907	\$3,674	\$3,147	\$4,360
100-100-140-0000-5120	Dental Insurance	\$529	\$734	\$794	\$276
100-100-140-0000-5125	Long Term Disability/Life/AD&D	\$73	\$102	\$110	\$191
100-100-140-0000-5217	Supplies	\$966	\$1,000	\$1,000	\$1,000
100-100-140-0000-5235	Vehicle & Equipment Fuel	\$36	\$1,000	\$1,000	\$1,000
100-100-140-0000-5268	Meetings & Training	\$88	\$2,000	\$250	\$500
100-100-140-0000-5276	Permit Fees	\$47	\$8,000	\$8,000	\$8,000
100-100-140-0000-5292	Uniform Cleaning/Laundry	\$32	\$500	\$250	\$250
100-100-140-0000-5420	Technical Services	\$47,273	\$90,000	\$75,000	\$90,000
100-100-140-0000-5455	AGWA		\$12,000	\$0	\$12,000
100-100-140-0000-5500	Mileage Reimbursement		\$500	\$0	\$500
100-100-140-0000-5625	Signage		\$200	\$200	\$200
100-100-140-0000-5665	Vehicle Maintenance	\$1,273	\$1,500	\$2,400	\$2,000
100-100-140-0000-5696	Permits & Inspections	\$1,357	\$2,500	\$2,500	\$2,500
100-100-140-0000-5698	Equipment/Equipment R&M	\$2,171	\$7,500	\$4,000	\$6,000
	TOTAL ENVIRONMENTAL & PERMITTING	\$82,614	\$209,505	\$139,271	\$205,654
PORT COMMISSION SUPPORT (190)					
100-100-190-0000-5000	Salaries - Regular	\$16,443	\$25,000	\$30,237	\$25,968
100-100-190-0000-5005	Salaries - Overtime	\$243	\$1,000	\$243	\$1,000
100-100-190-0000-5010	Wages - Part Time/Temporary		\$2,000		\$1,000
100-100-190-0000-5055	Unemployment Insurance (SUI)		\$129		\$243
100-100-190-0000-5060	FICA Medicare/Social Security	\$1,382	\$1,949	\$2,329	\$2,192
100-100-190-0000-5105	Workers' Compensation	\$1,509	\$1,199	\$1,509	\$1,180
100-100-190-0000-5110	CalPERS Employer Share	\$2,515	\$2,793	\$4,046	\$2,839
100-100-190-0000-5112	CalPERS Unfunded Liability	\$1,772	\$1,962	\$2,716	\$3,415
100-100-190-0000-5115	Health Insurance	\$2,681	\$4,929	\$4,452	\$4,473
100-100-190-0000-5120	Dental Insurance	\$353	\$489	\$530	\$283
100-100-190-0000-5125	Long Term Disability/Life/AD&D	\$145	\$204	\$221	\$196
100-100-190-0000-5200	Printing & Newsletter		\$500	\$0	\$0
100-100-190-0000-5214	Office Supplies		\$500	\$0	\$200
100-100-190-0000-5217	Supplies		\$500	\$250	\$100
100-100-190-0000-5268	Meetings & Training	\$1,699	\$6,000	\$5,279	\$6,000
100-100-190-0000-5270	Books		\$100	\$0	\$100
100-100-190-0000-5290	Miscellaneous Expenses	\$516	\$1,000	\$800	\$1,000
100-100-190-0000-5294	Commission Expenses		\$1,000	\$500	\$1,000
	TOTAL PORT COMMISSION SUPPORT	\$29,256	\$51,255	\$53,112	\$51,189

Account	Description	YTD	FY18		FY19 BUDGET
			FY18 BUDGET	PROJECTION	
HARBOR PATROL (210)					
100-200-210-0000-5000	Salaries - Regular	\$195,838	\$275,000	\$291,610	\$284,143
100-200-210-0000-5005	Salaries - Overtime	\$8,474	\$15,000	\$13,066	\$15,000
100-200-210-0000-5010	Wages - Part Time/Temporary	\$10,345	\$15,000	\$15,872	\$16,000
100-200-210-0000-5020	Salaries - Vacation Pay	\$8,320	\$0	\$24,823	\$2,000
100-200-210-0000-5025	Salaries - Holiday Pay	\$3,056	\$5,000	\$5,212	\$5,000
100-200-210-0000-5040	Salaries - Call Back	\$864	\$1,500	\$864	\$1,500
100-200-210-0000-5045	Salaries - Call Ready	\$428	\$3,500	\$428	\$3,500
100-200-210-0000-5050	Salaries - Night Differential	\$2,447	\$2,000	\$3,624	\$3,000
100-200-210-0000-5055	Unemployment Insurance (SUI)	\$601	\$5,082	\$791	\$2,983
100-200-210-0000-5060	FICA Medicare/Social Security	\$17,492	\$24,234	\$27,004	\$26,902
100-200-210-0000-5100	Uniform Allowance	\$4,560	\$6,500	\$4,560	\$6,500
100-200-210-0000-5105	Workers' Compensation	\$20,370	\$16,187	\$20,370	\$14,480
100-200-210-0000-5110	CalPERS Employer Share	\$29,250	\$42,000	\$47,059	\$33,023
100-200-210-0000-5112	CalPERS Unfunded Liability	\$20,610	\$22,821	\$31,593	\$39,726
100-200-210-0000-5115	Health Insurance	\$26,884	\$53,852	\$42,743	\$60,494
100-200-210-0000-5120	Dental Insurance	\$2,823	\$3,915	\$4,237	\$3,475
100-200-210-0000-5125	Long Term Disability/Life/AD&D	\$727	\$1,023	\$1,106	\$2,404
100-200-210-0000-5140	Retiree Medical Contribution	\$3,333	\$5,200	\$5,000	\$5,200
100-200-210-0000-5217	Supplies	\$1,362	\$2,500	\$2,062	\$2,500
100-200-210-0000-5218	Tools	-\$82	\$1,000	\$18	\$1,000
100-200-210-0000-5220	Harbor Patrol Supplies	\$7,203	\$5,500	\$8,203	\$3,500
100-200-210-0000-5224	Almar Maintenance	\$1,245	\$1,000	\$1,245	\$2,500
100-200-210-0000-5226	Boat Fuel - Almar	\$3,879	\$2,000	\$5,779	\$0
100-200-210-0000-5228	Boat Fuel - HBI		\$1,000	\$1,000	\$0
100-200-210-0000-5235	Vehicle & Equipment Fuel	\$5,117	\$4,000	\$7,617	\$7,000
100-200-210-0000-5236	Harbor Patrol Training	\$7,691	\$12,000	\$12,191	\$12,000
100-200-210-0000-5238	Harbor Patrol Misc. Expense	\$2,175	\$2,000	\$2,875	\$9,000
100-200-210-0000-5244	Background Investigations		\$3,000		\$1,500
100-200-210-0000-5262	Insurance Premiums	\$3,166	\$6,825	\$3,166	\$7,500
100-200-210-0000-5278	Booking Fees	\$1,329	\$1,000	\$2,029	\$2,000
100-200-210-0000-5415	Miscellaneous Professional Services	\$45	\$5,000	\$95	\$3,000
100-200-210-0000-5450	Other Services	\$38,245	\$55,000	\$59,245	\$50,000
100-200-210-0000-5500	Mileage Reimbursement	\$1,976	\$1,000	\$2,276	\$1,500
100-200-210-0000-5510	Meetings & Seminars	\$52	\$500	\$152	\$300
100-200-210-0000-5665	Vehicle Maintenance	\$3,292	\$3,000	\$4,892	\$5,000
100-200-210-0000-5692	Communications Maintenance		\$2,500	\$1,000	\$2,000
	TOTAL HARBOR PATROL	\$433,117	\$606,638	\$653,808	\$635,630

Account	Description	YTD	FY18		
			FY18 BUDGET	PROJECTION	FY19 BUDGET
MARINA MANAGEMENT (220)					
100-200-220-0000-5000	Salaries - Regular	\$190,411	\$239,452	\$285,320	\$249,767
100-200-220-0000-5005	Salaries - Overtime	\$707	\$1,500	\$707	\$1,000
100-200-220-0000-5010	Wages - Part Time/Temporary	\$10,789	\$10,000	\$16,765	\$25,000
100-200-220-0000-5025	Salaries - Holiday Pay	\$175	\$1,000	\$175	\$1,000
100-200-220-0000-5040	Salaries - Call Back	\$105	\$0	\$105	\$0
100-200-220-0000-5055	Unemployment Insurance (SUI)	\$659	\$5,000	\$1,029	\$1,704
100-200-220-0000-5060	FICA Medicare/Social Security	\$15,901	\$22,665	\$23,808	\$15,365
100-200-220-0000-5105	Workers' Compensation	\$15,045	\$11,956	\$15,045	\$8,270
100-200-220-0000-5110	CalPERS Employer Share	\$28,990	\$32,198	\$46,641	\$32,730
100-200-220-0000-5112	CalPERS Unfunded Liability	\$20,427	\$22,618	\$31,313	\$39,373
100-200-220-0000-5115	Health Insurance	\$19,052	\$40,494	\$30,236	\$31,352
100-200-220-0000-5120	Dental Insurance	\$2,823	\$3,915	\$4,237	\$1,985
100-200-220-0000-5125	Long Term Disability/Life/AD&D	\$2,041	\$2,872	\$3,106	\$1,373
100-200-220-0000-5140	Retiree Medical Contribution	\$3,333	\$5,200	\$5,000	\$5,200
100-200-220-0000-5217	Supplies	\$766	\$2,500	\$1,066	\$2,500
100-200-220-0000-5222	HBI Maintenance	\$0	\$2,000	\$2,000	\$2,500
100-200-220-0000-5224	Almar Maintenance	\$1,225	\$2,500	\$3,725	\$3,000
100-200-220-0000-5228	Boat Fuel - HBI	\$0	\$1,000	\$0	\$0
100-200-220-0000-5262	Insurance Premiums	\$3,974	\$0	\$3,974	\$4,000
100-200-220-0000-5279	Bad Debt Expense	\$203	\$15,000	\$15,000	\$15,000
100-200-220-0000-5280	Lien Sale Expenses	\$1,370	\$5,000	\$2,070	\$2,500
100-200-220-0000-5465	Software License & Application	\$720	\$2,000	\$720	\$1,000
100-200-220-0000-5500	Mileage Reimbursement	\$921	\$200	\$1,121	\$500
	TOTAL MARINA MANAGEMENT	\$319,636	\$429,070	\$493,162	\$445,119
RESCUE SERVICES (230)					
100-200-230-0000-5000	Salaries - Regular	\$9,215	\$16,000	\$13,055	\$16,820
100-200-230-0000-5005	Salaries - Overtime	\$1,118	\$3,000	\$1,118	\$1,000
100-200-230-0000-5010	Wages - Part Time/Temporary		\$1,000		\$1,000
100-200-230-0000-5040	Salaries - Call Back	\$2,897	\$2,000	\$3,661	\$2,000
100-200-230-0000-5045	Salaries - Call Ready	\$12,293	\$15,626	\$17,333	\$16,000
100-200-230-0000-5050	Salaries - Night Differential	\$7	\$0	\$7	\$0
100-200-230-0000-5055	Unemployment Insurance (SUI)		\$305		\$354
100-200-230-0000-5060	FICA Medicare/Social Security	\$1,963	\$2,592	\$2,707	\$3,196
100-200-230-0000-5105	Workers' Compensation	\$2,004	\$1,593	\$2,004	\$1,720
100-200-230-0000-5110	CalPERS Employer Share	\$1,768	\$1,964	\$2,845	\$1,996
100-200-230-0000-5112	CalPERS Unfunded Liability	\$1,246	\$1,500	\$1,910	\$2,402
100-200-230-0000-5115	Health Insurance	\$2,916	\$5,518	\$4,807	\$6,521
100-200-230-0000-5120	Dental Insurance	\$706	\$979	\$1,059	\$413
100-200-230-0000-5125	Long Term Disability/Life/AD&D	\$145	\$204	\$221	\$286
100-200-230-0000-5212	Safety Supplies	\$1,597	\$500	\$1,897	\$1,500
100-200-230-0000-5217	Supplies	\$153	\$100	\$223	\$250
100-200-230-0000-5221	Safety Boat Maintenance	\$81	\$500	\$466	\$0
100-200-230-0000-5222	HBI Maintenance	\$1,652	\$2,000	\$2,152	\$2,500
100-200-230-0000-5224	Almar Maintenance	\$521	\$2,500	\$8,021	\$4,000
100-200-230-0000-5226	Boat Fuel - Almar	\$1,940	\$1,000	\$2,890	\$6,000
100-200-230-0000-5228	Boat Fuel - HBI		\$1,000		\$0
100-200-230-0000-5236	Harbor Patrol Training	\$10,330	\$10,000	\$10,330	\$10,000
100-200-230-0000-5238	Harbor Patrol Miscellaneous Expense	\$167	\$1,000	\$997	\$1,000
100-200-230-0000-5262	Insurance Premiums	\$3,974	\$5,500	\$5,961	\$6,000
100-200-230-0000-5425	Contract Services	\$16,385	\$16,500	\$16,385	\$17,000
	TOTAL RESCUE SERVICES	\$73,080	\$92,880	\$100,050	\$101,958

Account	Description	YTD	FY18		FY19 BUDGET
			BUDGET	PROJECTION	
PARKING SERVICES (240)					
100-200-240-0000-5000	Salaries - Regular	\$31,699	\$80,000	\$34,347	\$84,226
100-200-240-0000-5005	Salaries - Overtime	\$1,487	\$1,000	\$2,547	\$1,000
100-200-240-0000-5010	Wages - Part Time/Temporary	\$118,018	\$155,000	\$154,038	\$119,000
100-200-240-0000-5015	Salaries - Comp. Time	\$422	\$0	\$472	\$0
100-200-240-0000-5020	Salaries - Vacation Pay	\$944	\$0	\$944	\$0
100-200-240-0000-5025	Salaries - Holiday Pay	\$335	\$0	\$335	\$0
100-200-240-0000-5030	Salaries - Sick Pay	\$1,273	\$1,000	\$2,068	\$1,000
100-200-240-0000-5055	Unemployment Insurance (SUI)	\$4,256	\$6,734	\$4,949	\$717
100-200-240-0000-5060	FICA Medicare/Social Security	\$11,960	\$15,656	\$15,148	\$16,647
100-200-240-0000-5105	Workers' Compensation	\$11,664	\$9,269	\$11,664	\$5,894
100-200-240-0000-5110	CalPERS Employer Share	\$7,171	\$7,964	\$11,536	\$8,095
100-200-240-0000-5112	CalPERS Unfunded Liability	\$5,052	\$5,594	\$7,745	\$9,739
100-200-240-0000-5115	Health Insurance	\$7,796	\$13,382	\$12,555	\$13,893
100-200-240-0000-5120	Dental Insurance	\$1,059	\$1,468	\$1,589	\$835
100-200-240-0000-5125	Long Term Disability/Life/AD&D	\$291	\$409	\$443	\$578
100-200-240-0000-5212	Safety Supplies	\$477	\$500	\$477	\$500
100-200-240-0000-5217	Supplies	\$9,457	\$10,000	\$11,457	\$12,000
100-200-240-0000-5218	Tools	\$87	\$100	\$99	\$10
100-200-240-0000-5231	Boat Fuel - Free Ride	\$431	\$1,000	\$431	\$1,000
100-200-240-0000-5235	Vehicle & Equipment Fuel	\$1,069	\$3,000	\$1,569	\$3,000
100-200-240-0000-5240	Miscellaneous Employee Training	\$1,675	\$500	\$1,675	\$1,800
100-200-240-0000-5254	Rent & Leases	\$5,600	\$3,500	\$9,600	\$10,000
100-200-240-0000-5272	Software	\$435	\$1,000	\$435	\$1,000
100-200-240-0000-5284	Credit Card Fees	\$10,607	\$12,000	\$12,607	\$12,000
100-200-240-0000-5292	Uniform Cleaning/Laundry	\$448	\$500	\$448	\$500
100-200-240-0000-5425	Contract Services	\$4,444	\$4,000	\$6,664	\$7,000
100-200-240-0000-5450	Other Services	\$16,079	\$25,000	\$24,104	\$25,000
100-200-240-0000-5465	Software License & Application	\$3	\$1,500	\$1,003	\$1,000
100-200-240-0000-5610	Water Taxi Maintenance	\$4,359	\$3,500	\$4,359	\$3,500
100-200-240-0000-5625	Signage	\$2,405	\$1,000	\$2,405	\$1,000
100-200-240-0000-5635	Parking Meters R&M	\$609	\$1,500	\$909	\$1,100
100-200-240-0000-5665	Vehicle Maintenance	\$2,607	\$5,000	\$3,607	\$5,000
100-200-240-0000-5698	Equipment/Equipment R&M	\$3,974	\$15,000	\$5,874	\$8,000
100-200-240-0000-6100	Capitalized Equipment Xfer to 1100				
	TOTAL PARKING SERVICES	\$268,191	\$386,077	\$348,101	\$355,034

Account	Description	YTD	FY18		FY19 BUDGET
			BUDGET	PROJECTION	
EVENTS (250)					
100-200-250-0000-5000	Salaries - Regular	\$6,520	\$12,000	\$8,482	\$13,645
100-200-250-0000-5005	Salaries - Overtime	\$772	\$3,000	\$772	\$2,000
100-200-250-0000-5010	Wages - Part Time/Temporary	\$3,780	\$5,000	\$3,780	\$5,000
100-200-250-0000-5055	Unemployment Insurance (SUI)	\$223	\$69	\$223	\$284
100-200-250-0000-5060	FICA Medicare/Social Security	\$788	\$1,206	\$896	\$2,564
100-200-250-0000-5105	Workers' Compensation	\$1,847	\$1,468	\$1,847	\$1,380
100-200-250-0000-5110	CalPERS Employer Share	\$1,801	\$2,000	\$2,897	\$2,033
100-200-250-0000-5112	CalPERS Unfunded Liability	\$1,269	\$1,405	\$1,945	\$2,446
100-200-250-0000-5115	Health Insurance	\$2,452	\$4,827	\$3,975	\$5,232
100-200-250-0000-5120	Dental Insurance	\$706	\$979	\$1,059	\$331
100-200-250-0000-5125	Long Term Disability/Life/AD&D	\$291	\$409	\$443	\$229
100-200-250-0000-5217	Supplies	\$3,738	\$4,200	\$3,738	\$4,200
100-200-250-0000-5256	Equipment Rental		\$1,000		\$1,000
100-200-250-0000-5290	Misc. Expenses	\$1,457	\$2,000	\$1,457	\$2,000
100-200-250-0000-5625	Signage	\$187	\$1,000	\$187	\$500
	TOTAL EVENTS	\$25,831	\$40,562	\$31,703	\$42,844
FUEL SERVICES (280)					
100-200-280-0000-5000	Salaries - Regular	\$1,232	\$2,000	\$2,334	\$2,059
100-200-280-0000-5005	Salaries - Overtime	\$213	\$0	\$213	\$0
100-200-280-0000-5010	Wages - Part Time/Temporary	\$13,407	\$16,000	\$19,538	\$16,000
100-200-280-0000-5055	Unemployment Insurance (SUI)	\$167	\$345	\$167	\$70
100-200-280-0000-5060	FICA Medicare/Social Security	\$1,140	\$1,321	\$1,699	\$1,432
100-200-280-0000-5105	Workers' Compensation	\$1,147	\$912	\$1,147	\$340
100-200-280-0000-5110	CalPERS Employer Share	\$779	\$865	\$1,253	\$879
100-200-280-0000-5112	CalPERS Unfunded Liability	\$549	\$650	\$841	\$1,058
100-200-280-0000-5115	Health Insurance	\$605	\$1,159	\$1,030	\$1,289
100-200-280-0000-5120	Dental Insurance	\$176	\$245	\$265	\$82
100-200-280-0000-5125	Long Term Disability/Life/AD&D	\$145	\$204	\$221	\$56
100-200-280-0000-5217	Supplies	\$966	\$300	\$1,416	\$1,000
100-200-280-0000-5245	Fuel Dock Gasoline	\$95,189	\$200,000	\$128,000	\$200,000
100-200-280-0000-5246	Fuel Dock Diesel	\$151,874	\$180,000	\$200,000	\$230,000
100-200-280-0000-5248	Fuel Dock Sales Tax	\$7,556		\$0	\$0
100-200-280-0000-5250	Fuel Dock Equipment & Supplies		\$1,500	\$250	\$1,000
100-200-280-0000-5252	Underground Storage Tank Maintenance	\$1,898	\$5,000	\$2,848	\$2,500
100-200-280-0000-5262	Insurance Premiums	\$0	\$5,250	\$5,250	\$5,500
100-200-280-0000-5276	Permit Fees	\$3,567	\$3,200	\$3,567	\$3,800
100-200-280-0000-5282	Bank Service Charges	\$0	\$2,500	\$0	\$0
100-200-280-0000-5284	Credit Card Fees	\$3,862	\$9,000	\$5,792	\$7,000
100-200-280-0000-5465	Software License & Application	\$0	\$1,500	\$0	\$1,500
100-200-280-0000-5607	Fueling Equipment R&M	\$4,912	\$2,500	\$5,412	\$2,500
100-200-280-0000-6100	Capitalized Equipment Xfer to 1100				\$12,000
	TOTAL FUEL SERVICES	\$289,386	\$434,450	\$381,242	\$478,065

Account	Description	YTD	FY18		FY19 BUDGET
			BUDGET	PROJECTION	
DOCKS, PIERS, MARINE STRUCTURES (310)					
100-300-310-0000-5000	Salaries - Regular	\$20,528	\$40,000	\$26,364	\$41,642
100-300-310-0000-5005	Salaries - Overtime	\$191	\$2,000	\$191	\$2,000
100-300-310-0000-5010	Wages - Part Time/Temporary		\$1,000		\$2,000
100-300-310-0000-5055	Unemployment Insurance (SUI)		\$374		\$457
100-300-310-0000-5060	FICA Medicare/Social Security	\$1,682	\$3,212	\$2,170	\$4,124
100-300-310-0000-5105	Workers' Compensation	\$3,514	\$2,792	\$3,514	\$2,220
100-300-310-0000-5110	CalPERS Employer Share	\$4,624	\$5,135	\$7,439	\$5,220
100-300-310-0000-5112	CalPERS Unfunded Liability	\$3,258	\$3,607	\$4,994	\$6,279
100-300-310-0000-5115	Health Insurance	\$4,690	\$9,765	\$7,558	\$9,116
100-300-310-0000-5120	Dental Insurance	\$1,235	\$1,713	\$1,854	\$533
100-300-310-0000-5125	Long Term Disability/Life/AD&D	\$145	\$204	\$221	\$369
100-300-310-0000-5140	Retiree Medical Contribution	\$3,333	\$5,200	\$5,000	\$5,200
100-300-310-0000-5212	Safety Supplies	\$98	\$200	\$200	\$1,000
100-300-310-0000-5214	Office Supplies	\$0	\$200	\$0	\$200
100-300-310-0000-5217	Supplies	\$1,447	\$5,000	\$5,000	\$200
100-300-310-0000-5218	Tools	\$845	\$12,000	\$10,000	\$10,000
100-300-310-0000-5230	Boat Fuel - Odd Job	\$0	\$200	\$200	\$500
100-300-310-0000-5235	Vehicle & Equipment Fuel	\$51	\$200	\$200	\$500
100-300-310-0000-5240	Miscellaneous Employee Training	\$590	\$5,000	\$5,000	\$5,000
100-300-310-0000-5256	Equipment Rental	\$0	\$1,000	\$0	\$1,000
100-300-310-0000-5262	Insurance Premiums	\$138,646	\$131,048	\$138,646	\$140,000
100-300-310-0000-5268	Meetings & Training	-\$81	\$2,000	\$200	\$1,500
100-300-310-0000-5290	Miscellaneous Expenses	\$943	\$500	\$943	\$750
100-300-310-0000-5292	Uniform Cleaning/Laundry	\$226		\$226	\$300
100-300-310-0000-5430	Engineering Services	\$0	\$1,000	\$0	\$1,000
100-300-310-0000-5500	Mileage Reimbursement	\$250		\$250	\$500
100-300-310-0000-5605	Piers & Marine Structures R&M	\$20,595	\$5,000	\$25,595	\$10,000
100-300-310-0000-5615	Maintenance Work Boat R&M	\$33	\$500	\$500	\$1,000
100-300-310-0000-5620	Paint & Supplies	\$2,733	\$1,500	\$3,000	\$3,000
100-300-310-0000-5625	Signage	\$963	\$1,000	\$1,000	\$1,000
100-300-310-0000-5665	Vehicle Maintenance	\$0	\$3,000	\$1,200	\$3,000
100-300-310-0000-5698	Equipment/Equipment R&M	\$4,292	\$5,000	\$4,500	\$4,500
100-300-310-0000-5725	Welding Supplies	\$497	\$1,000	\$1,000	\$2,500
TOTAL DOCKS, PIERS, MARINE STRUCTURES		\$215,326	\$250,351	\$256,964	\$266,610

Account	Description	YTD	FY18		FY19 BUDGET
			BUDGET	PROJECTION	
	UTILITIES (320)				
100-300-320-0000-5000	Salaries - Regular	\$24,711	\$49,050	\$38,868	\$51,083
100-300-320-0000-5005	Salaries - Overtime	\$78	\$1,000	\$78	\$1,000
100-300-320-0000-5055	Unemployment Insurance (SUI)		\$543		\$610
100-300-320-0000-5060	FICA Medicare/Social Security	\$4,874	\$3,845	\$5,991	\$5,499
100-300-320-0000-5105	Workers' Compensation	\$3,043	\$2,418	\$3,043	\$2,960
100-300-320-0000-5110	CalPERS Employer Share	\$4,007	\$4,450	\$6,447	\$4,524
100-300-320-0000-5112	CalPERS Unfunded Liability	\$2,823	\$3,126	\$4,328	\$5,442
100-300-320-0000-5115	Health Insurance	\$5,555	\$10,670	\$9,109	\$11,221
100-300-320-0000-5120	Dental Insurance	\$1,059	\$1,468	\$1,589	\$710
100-300-320-0000-5125	Long Term Disability/Life/AD&D	\$145	\$204	\$221	\$491
100-300-320-0000-5140	Retiree Medical Contribution	\$3,333	\$5,200	\$5,000	\$5,200
100-300-320-0000-5212	Safety Supplies	\$98	\$500	\$500	\$5,000
100-300-320-0000-5217	Supplies	\$504	\$1,000	\$1,000	\$1,000
100-300-320-0000-5240	Miscellaneous Employee Training		\$5,000	\$3,500	\$5,000
100-300-320-0000-5290	Miscellaneous Expenses		\$200	\$200	\$200
100-300-320-0000-5650	Storm Drain Maintenance	\$661	\$2,200	\$2,200	\$5,000
100-300-320-0000-5665	Vehicle Maintenance		\$2,000	\$2,000	\$5,000
100-300-320-0000-5670	Utility Maintenance	\$669	\$10,000	\$8,500	\$10,000
100-300-320-0000-5698	Equipment/Equipment R&M	\$4,122	\$5,000	\$5,000	\$5,000
	TOTAL UTILITIES	\$55,684	\$107,875	\$97,574	\$124,940

Account	Description	YTD	FY18		FY19 BUDGET
			FY18 BUDGET	PROJECTION	
	BUILDINGS (330)				
100-300-330-0000-5000	Salaries - Regular	\$50,865	\$38,500	\$78,429	\$39,143
100-300-330-0000-5005	Salaries - Overtime	\$585	\$0	\$585	\$1,000
100-300-330-0000-5010	Wages - Part Time/Temporary		\$5,000		\$5,000
100-300-330-0000-5015	Salaries - Comp. Time	\$489	\$0	\$489	\$0
100-300-330-0000-5040	Salaries - Call Back	\$613	\$0	\$975	\$0
100-300-330-0000-5045	Salaries - Call Ready	\$4,550	\$5,000	\$7,506	\$5,000
100-300-330-0000-5055	Unemployment Insurance (SUI)		\$888		\$610
100-300-330-0000-5060	FICA Medicare/Social Security	\$4,581	\$5,775	\$7,044	\$5,499
100-300-330-0000-5105	Workers' Compensation	\$2,693	\$2,140	\$2,693	\$2,960
100-300-330-0000-5110	CalPERS Employer Share	\$3,537	\$3,928	\$5,690	\$3,993
100-300-330-0000-5112	CalPERS Unfunded Liability	\$2,492	\$3,200	\$3,820	\$4,803
100-300-330-0000-5115	Health Insurance	\$7,831	\$12,944	\$12,257	\$15,421
100-300-330-0000-5120	Dental Insurance	\$1,059	\$1,468	\$1,589	\$710
100-300-330-0000-5125	Long Term Disability/Life/AD&D	\$145	\$204	\$221	\$491
100-300-330-0000-5212	Safety Supplies		\$500	\$500	\$500
100-300-330-0000-5216	Janitorial Supplies	\$14,543	\$30,000	\$27,000	\$30,000
100-300-330-0000-5217	Supplies	\$1,313	\$3,000	\$3,000	\$3,000
100-300-330-0000-5218	Tools	\$1,261	\$4,500	\$4,500	\$5,000
100-300-330-0000-5235	Vehicle & Equipment Fuel	\$243	\$3,000	\$3,000	\$2,500
100-300-330-0000-5240	Miscellaneous Employee Training		\$2,500	\$2,500	\$2,500
100-300-330-0000-5262	Insurance Premiums	\$11,923	\$17,500	\$11,923	\$16,000
100-300-330-0000-5266	Memberships, Dues, Subscriptions		\$250	\$0	\$250
100-300-330-0000-5268	Meetings & Training		\$1,000	\$500	\$1,000
100-300-330-0000-5290	Miscellaneous Expenses		\$200	\$0	\$200
100-300-330-0000-5292	Uniform Cleaning/Laundry	\$1,139	\$3,000	\$3,000	\$3,000
100-300-330-0000-5305	Water, Sewer & Garbage	\$33,289	\$28,000	\$41,611	\$45,000
100-300-330-0000-5412	Custodial Contract	\$20,304	\$33,000	\$28,000	\$33,000
100-300-330-0000-5430	Engineering Services		\$1,500	\$0	\$1,500
100-300-330-0000-5450	Other Services	\$93	\$1,500	\$800	\$1,500
100-300-330-0000-5600	Building Repairs & Maintenance	\$17,800	\$30,000	\$30,000	\$40,000
100-300-330-0000-5620	Paint & Supplies	\$363	\$1,500	\$1,500	\$1,500
100-300-330-0000-5625	Signage	\$1,947	\$1,000	\$2,400	\$1,000
100-300-330-0000-5645	Street Maintenance		\$500	\$500	\$1,000
100-300-330-0000-5665	Vehicle Maintenance		\$1,000	\$1,000	\$1,500
100-300-330-0000-5698	Equipment/Equipment R&M	\$4,663	\$5,000	\$5,000	\$6,000
100-300-330-0000-5725	Welding Supplies	\$454	\$1,000	\$1,000	\$1,500
100-300-330-0000-6100	Capitalized Equipment Xfer to 1100	\$2,867	\$8,000	\$8,000	
	TOTAL BUILDINGS		\$188,773	\$256,497	\$297,032
					\$282,080

Account	Description	YTD	FY18		
			FY18 BUDGET	PROJECTION	FY19 BUDGET
GROUNDS (340)					
100-300-340-0000-5000	Salaries - Regular	\$100,486	\$155,000	\$153,541	\$162,634
100-300-340-0000-5005	Salaries - Overtime	\$4,175	\$3,000	\$4,869	\$3,000
100-300-340-0000-5010	Wages - Part Time/Temporary	\$20,306	\$15,000	\$35,399	\$50,000
100-300-340-0000-5020	Salaries - Vacation Pay	\$2,191	\$0	\$2,191	\$1,500
100-300-340-0000-5040	Salaries - Call Back	\$1,209	\$1,200	\$1,572	\$1,700
100-300-340-0000-5045	Salaries - Call Ready	\$2,657	\$5,000	\$4,590	\$5,000
100-300-340-0000-5055	Unemployment Insurance (SUI)	\$823	\$3,830	\$1,046	\$2,616
100-300-340-0000-5060	FICA Medicare/Social Security	\$10,093	\$15,507	\$15,567	\$23,595
100-300-340-0000-5105	Workers' Compensation	\$10,215	\$8,118	\$10,215	\$12,700
100-300-340-0000-5110	CalPERS Employer Share	\$13,465	\$14,955	\$21,663	\$15,202
100-300-340-0000-5112	CalPERS Unfunded Liability	\$9,488	\$11,000	\$14,544	\$18,287
100-300-340-0000-5115	Health Insurance	\$21,243	\$39,788	\$35,036	\$48,146
100-300-340-0000-5120	Dental Insurance	\$1,235	\$1,713	\$1,854	\$3,048
100-300-340-0000-5125	Long Term Disability/Life/AD&D	\$253	\$355	\$384	\$2,108
100-300-340-0000-5140	Retiree Medical Contribution	\$3,333	\$5,200	\$5,000	\$5,200
100-300-340-0000-5210	Hazmat Supplies	\$1,515	\$7,500	\$3,000	\$7,500
100-300-340-0000-5212	Safety Supplies	\$421	\$2,200	\$2,200	\$2,500
100-300-340-0000-5217	Supplies	\$5,653	\$5,000	\$6,000	\$6,000
100-300-340-0000-5218	Tools	\$4,163	\$2,000	\$4,500	\$5,000
100-300-340-0000-5234	Boat Fuel - Dauntless	\$145		\$145	\$0
100-300-340-0000-5235	Vehicle & Equipment Fuel	\$5,680	\$6,000	\$6,000	\$6,000
100-300-340-0000-5240	Miscellaneous Employee Training	\$413	\$2,000	\$2,000	\$2,000
100-300-340-0000-5256	Equipment Rental	\$1,716	\$3,000	\$2,500	\$3,000
100-300-340-0000-5266	Memberships, Dues, Subscriptions		\$500	\$0	\$500
100-300-340-0000-5276	Permit Fees	\$838	\$2,500	\$2,500	\$2,500
100-300-340-0000-5292	Uniform Cleaning/Laundry	\$3,795	\$3,000	\$4,200	\$4,000
100-300-340-0000-5298	Interest Expense	\$152		\$152	\$0
100-300-340-0000-5300	Gas & Electricity	\$130,624	\$180,000	\$163,280	\$180,000
100-300-340-0000-5305	Water, Sewer & Garbage	\$31,855	\$45,000	\$45,000	\$45,000
100-300-340-0000-5308	Hazmat Disposal	\$7,248	\$5,000	\$8,500	\$8,500
100-300-340-0000-5405	Landscaping	\$748	\$10,000	\$2,500	\$10,000
100-300-340-0000-5425	Contract Services	\$7,989	\$40,000	\$10,000	\$10,000
100-300-340-0000-5600	Building Repairs & Maintenance	\$14		\$14	\$0
100-300-340-0000-5620	Paint & Supplies		\$5,000	\$5,000	\$5,000
100-300-340-0000-5625	Signage	\$713	\$5,000	\$4,000	\$5,000
100-300-340-0000-5630	Parking Lot R&M	\$323	\$5,000	\$1,500	\$5,000
100-300-340-0000-5645	Street Maintenance	\$147	\$1,000	\$500	\$2,500
100-300-340-0000-5665	Vehicle Maintenance	\$2,095	\$8,000	\$6,500	\$8,000
100-300-340-0000-5672	Other Repairs & Maintenance	\$1,350	\$2,500	\$2,500	\$3,000
100-300-340-0000-5696	Permits & Inspections		\$2,500	\$2,500	\$2,500
100-300-340-0000-5698	Equipment/Equipment R&M	\$2,467	\$10,000	\$8,000	\$10,000
100-300-340-0000-5800	Fish Removal Expenses	\$295	\$2,000	\$295	\$2,500
100-300-340-0000-5805	Waste Oil Disposal/Recycle	\$5,882	\$10,000	\$9,000	\$10,000
100-300-340-0000-6100	Capitalized Equipment Xfer to 1100		\$10,000	\$10,000	\$25,000
	TOTAL GROUNDS	\$417,412	\$654,366	\$619,758	\$700,736

Account	Description	YTD	FY18		FY19 BUDGET
			FY18 BUDGET	PROJECTION	
AERATION (350)					
100-300-350-0000-5000	Salaries - Regular	\$10,478	\$15,000	\$15,159	\$15,645
100-300-350-0000-5055	Unemployment Insurance (SUI)		\$1,000		\$157
100-300-350-0000-5060	FICA Medicare/Social Security	\$846	\$1,000	\$1,224	\$1,412
100-300-350-0000-5105	Workers' Compensation	\$1,751	\$1,000	\$1,751	\$760
100-300-350-0000-5110	CalPERS Employer Share	\$1,849	\$3,000	\$2,975	\$2,088
100-300-350-0000-5112	CalPERS Unfunded Liability	\$1,303	\$1,600	\$1,998	\$2,512
100-300-350-0000-5115	Health Insurance	\$1,809	\$2,900	\$2,877	\$2,881
100-300-350-0000-5120	Dental Insurance	\$353	\$489	\$530	\$182
100-300-350-0000-5125	Long Term Disability/Life/AD&D	\$636	\$895	\$968	\$126
100-300-350-0000-5217	Supplies	\$345		\$500	\$500
100-300-350-0000-5300	Gas & Electricity	\$11,358	\$18,000	\$13,000	\$18,000
100-300-350-0000-5698	Equipment/Equip. R&M	\$4,923	\$10,000	\$10,000	\$10,000
	TOTAL AERATION	\$35,652	\$54,885	\$50,982	\$54,263
FISHERY SUPPORT (360)					
100-300-360-0000-5000	Salaries - Regular	\$0	\$12,650	\$4,500	\$13,175
100-300-360-0000-5055	Unemployment Insurance (SUI)	\$0	\$500	\$0	\$31
100-300-360-0000-5060	FICA Medicare/Social Security	\$0	\$1,000	\$345	\$279
100-300-360-0000-5105	Workers' Compensation	\$350	\$500	\$525	\$150
100-300-360-0000-5110	CalPERS Employer Share	\$470	\$1,000	\$757	\$531
100-300-360-0000-5112	CalPERS Unfunded Liability	\$332	\$500	\$508	\$639
100-300-360-0000-5115	Health Insurance	\$243	\$500	\$401	\$569
100-300-360-0000-5120	Dental Insurance	\$353	\$500	\$530	\$36
100-300-360-0000-5125	Long Term Disability/Life/AD&D	\$145	\$100	\$221	\$25
100-300-360-0000-5675	Ice Equipment R&M		\$1,000	\$1,500	\$3,500
	TOTAL FISHERY SUPPORT	\$1,893	\$18,250	\$9,286	\$18,935
CAPITAL PROJECTS (390)					
100-300-390-0000-5000	Salaries - Regular	\$0	\$5,000	\$2,500	\$5,147
100-300-390-0000-5010	Wages - Part Time/Temporary	\$0	\$500	\$0	\$500
100-300-390-0000-5055	Unemployment Insurance (SUI)	\$0	\$400	\$75	\$200
100-300-390-0000-5060	FICA Medicare/Social Security	\$0	\$200	\$200	\$400
100-300-390-0000-5105	Workers' Compensation	\$145	\$100	\$290	\$100
100-300-390-0000-5110	CalPERS Employer Share	\$0	\$750	\$750	\$750
100-300-390-0000-5276	Permit Fees		\$1,000	\$1,000	\$1,000
100-300-390-0000-5290	Miscellaneous Expenses		\$200	\$200	\$200
100-300-390-0000-5298	Interest Expense	\$272,689	\$451,734	\$451,839	\$418,104
100-300-390-0000-5416	Legal Consultation		\$1,000	\$1,000	\$1,000
100-300-390-0000-5430	Engineering Services		\$10,000	\$0	\$10,000
100-300-390-0000-5500	Mileage Reimbursement		\$200	\$0	\$200
100-300-390-0000-6200	Principal Debt Payments	\$593,189	\$997,454	\$997,454	\$1,030,895
	TOTAL CAPITAL PROJECTS	\$272,834	\$471,084	\$457,854	\$437,601

Account	Description	YTD	FY18 BUDGET	FY18 PROJECTION	FY19 BUDGET
DREDGING OPERATIONS (400)					
100-300-400-0000-5000	Salaries - Regular	\$305,581	\$440,000	\$451,648	\$470,178
100-300-400-0000-5005	Salaries - Overtime	\$22,593	\$20,000	\$40,869	\$25,000
100-300-400-0000-5007	Salaries - Provisional		\$35,000		\$0
100-300-400-0000-5010	Wages - Part Time/Temporary	\$574	\$10,000	\$2,870	\$10,000
100-300-400-0000-5015	Salaries - Comp. Time	\$449	\$0	\$449	\$500
100-300-400-0000-5020	Salaries - Vacation Pay	\$901	\$0	\$953	\$1,000
100-300-400-0000-5025	Salaries - Holiday Pay	\$1,164	\$0	\$5,285	\$1,000
100-300-400-0000-5040	Salaries - Call Back	\$267	\$0	\$267	\$500
100-300-400-0000-5055	Unemployment Insurance (SUI)	\$434	\$5,500	\$434	\$4,983
100-300-400-0000-5060	FICA Medicare/Social Security	\$26,119	\$40,000	\$39,517	\$44,942
100-300-400-0000-5105	Workers' Compensation	\$25,115	\$20,000	\$25,115	\$24,190
100-300-400-0000-5110	CalPERS Employer Share	\$24,935	\$28,500	\$40,116	\$29,300
100-300-400-0000-5112	CalPERS Unfunded Liability	\$17,569	\$21,000	\$26,932	\$33,865
100-300-400-0000-5115	Health Insurance	\$50,730	\$83,100	\$80,526	\$96,604
100-300-400-0000-5120	Dental Insurance		\$1,500	\$0	\$5,806
100-300-400-0000-5125	Long Term Disability/Life/AD&D	\$1,744	\$2,500	\$2,654	\$4,016
100-300-400-0000-5140	Retiree Medical Contribution	\$3,333	\$5,200	\$5,000	\$5,200
100-300-400-0000-5200	Printing & Newsletter	\$30		\$30	\$0
100-300-400-0000-5210	Hazmat Supplies		\$2,000	\$2,000	\$2,000
100-300-400-0000-5212	Safety Supplies	\$3,288	\$3,000	\$4,500	\$5,000
100-300-400-0000-5217	Supplies	\$6,907	\$6,000	\$7,500	\$7,500
100-300-400-0000-5218	Tools	\$3,535	\$5,000	\$5,000	\$10,000
100-300-400-0000-5232	Boat Fuel - Dredge Skiff		\$300	\$500	\$500
100-300-400-0000-5233	Boat Fuel - Twin Lakes	\$21,746	\$125,000	\$100,000	\$125,000
100-300-400-0000-5234	Boat Fuel - Dauntless	\$1,775	\$7,500	\$7,500	\$7,500
100-300-400-0000-5235	Vehicle & Equipment Fuel	\$4,725	\$6,000	\$6,000	\$6,000
100-300-400-0000-5240	Miscellaneous Employee Training		\$6,000	\$5,000	\$6,000
100-300-400-0000-5256	Equipment Rental	\$43	\$32,000	\$15,000	\$32,000
100-300-400-0000-5262	Insurance Premiums	\$3,459	\$36,750	\$3,459	\$35,000
100-300-400-0000-5266	Memberships, Dues, Subscriptions, Warranties		\$500	\$34,600	\$500
100-300-400-0000-5268	Meetings & Training		\$2,000	\$2,000	\$2,000
100-300-400-0000-5270	Books		\$100	\$100	\$100
100-300-400-0000-5276	Permit Fees	\$3,417	\$10,000	\$10,000	\$10,000
100-300-400-0000-5290	Miscellaneous Expenses	\$2,251	\$5,000	\$5,000	\$5,000
100-300-400-0000-5292	Uniform Cleaning/Laundry	\$5,520	\$6,500	\$6,500	\$6,500
100-300-400-0000-5308	Hazmat Disposal	\$408	\$2,500	\$2,500	\$2,500
100-300-400-0000-5418	Freight	\$195	\$2,500	\$2,500	\$2,500
100-300-400-0000-5440	Environmental Services		\$10,000	\$10,000	\$10,000
100-300-400-0000-5445	Dredge Consulting	\$34,697	\$30,000	\$34,697	\$25,000
100-300-400-0000-5450	Other Services	\$7,744	\$10,000	\$10,000	\$10,000
100-300-400-0000-5500	Mileage Reimbursement	\$549	\$500	\$750	\$1,000
100-300-400-0000-5600	Building Repairs & Maintenance	\$299		\$299	
100-300-400-0000-5620	Paint & Supplies	\$440	\$1,500	\$1,500	\$2,500
100-300-400-0000-5665	Vehicle Maintenance	\$1,260	\$2,500	\$2,500	\$3,500
100-300-400-0000-5672	Other Repairs & Maintenance	\$797	\$1,200	\$1,200	\$1,200
100-300-400-0000-5685	Safety Equipment R&M	\$441	\$500	\$500	\$1,000
100-300-400-0000-5698	Equipment/Equipment R&M	\$40,043	\$35,000	\$42,000	\$60,000
100-300-400-0000-5700	Maint/Lube Inner Harbor Dredge	\$11,619	\$5,000	\$15,000	\$15,000
100-300-400-0000-5705	Maint/Lube Dredge Twin Lakes	\$87,431	\$20,000	\$110,000	\$80,000
100-300-400-0000-5707	Maint/Lube - Ancillary Equipment	\$5,801	\$10,000	\$10,000	\$20,000
100-300-400-0000-5710	Maint/Lube Dredge Workboat Dauntless	\$32,289	\$20,000	\$36,000	\$27,500
100-300-400-0000-5715	Dredge Paint/Coatings	\$5,416	\$5,000	\$5,416	\$8,500
100-300-400-0000-5720	Booster Pump R&M		\$2,000	\$2,000	\$15,000
100-300-400-0000-5725	Welding Supplies	\$2,831	\$11,000	\$10,000	\$12,000
100-300-400-SO01-5450	January 2017 Winter Storms - Other Services	\$3,225		\$3,225	
100-300-400-0000-6105	Capitalized Equip Xfer to 1100	\$128,157	\$290,000	\$215,000	\$378,258
100-300-400-0000-6300	Pension Withdrawal Liability	\$310		\$0	\$0
	TOTAL DREDGING OPERATIONS	\$773,688	\$1,135,150	\$1,237,413	\$1,314,884

Account	Description	YTD	FY18		
			FY18 BUDGET	PROJECTION	FY19 BUDGET
BOATYARD OPERATIONS (500)					
100-500-500-0000-5000	Salaries - Regular	\$72,633	\$100,000	\$108,381	\$103,224
100-500-500-0000-5005	Salaries - Overtime	\$1,903	\$2,000	\$1,903	\$2,000
100-500-500-0000-5010	Wages - Part Time/Temp.	\$7,623	\$22,000	\$10,535	\$15,500
100-500-500-0000-5025	Salaries - Holiday Pay	\$364	\$0	\$1,822	\$0
100-500-500-0000-5040	Call Back	\$86	\$0	\$86	\$500
100-500-500-0000-5055	Unemployment Insurance (SUI)	\$236	\$2,128	\$236	\$1,870
100-500-500-0000-5060	FICA Medicare/Social Security	\$6,191	\$9,098	\$9,193	\$10,370
100-500-500-0000-5105	Workers' Compensation	\$7,438	\$5,911	\$7,438	\$9,080
100-500-500-0000-5110	CalPERS Employer Share	\$5,873	\$6,522	\$9,448	\$6,630
100-500-500-0000-5112	CalPERS Unfunded Liability	\$4,138	\$5,500	\$6,343	\$7,976
100-500-500-0000-5115	Health Insurance	\$13,584	\$31,340	\$22,266	\$35,822
100-500-500-0000-5120	Dental Insurance	\$882	\$1,223	\$1,324	\$2,179
100-500-500-0000-5125	Long Term Disability/Life/AD&D	\$728	\$1,024	\$1,107	\$1,507
100-500-500-0000-5210	Hazmat Supplies	\$0	\$500	\$250	\$500
100-500-500-0000-5212	Safety Supplies	\$15	\$500	\$90	\$500
100-500-500-0000-5217	Supplies	\$1,644	\$3,000	\$2,464	\$2,500
100-500-500-0000-5218	Tools	\$165	\$1,000	\$265	\$1,000
100-500-500-0000-5235	Fuel - Travelift	\$1,804	\$1,500	\$2,604	\$2,100
100-500-500-0000-5236	Boatyard Training (new line)	\$595		\$595	\$700
100-500-500-0000-5240	Advertising	\$0	\$500	\$0	\$500
100-500-500-0000-5256	Equipment Rental	\$0	\$1,000	\$0	\$1,000
100-500-500-0000-5262	Insurance Premiums	\$2,464	\$1,050	\$2,464	\$2,700
100-500-500-0000-5276	Permit Fees	\$2,037	\$2,500	\$2,037	\$2,500
100-500-500-0000-5284	Credit Card Fees	\$2,472	\$4,000	\$3,702	\$4,000
100-500-500-0000-5290	Misc. Expenses	\$418	\$3,000	\$618	\$2,500
100-500-500-0000-5292	Uniforms	\$194	\$500	\$194	\$400
100-500-500-0000-5300	Gas & Electricity	\$0	\$2,500	\$0	\$2,500
100-500-500-0000-5305	Water, Sewer, Garbage	\$2,418	\$4,000	\$2,418	\$2,500
100-500-500-0000-5308	Hazmat Disposal	\$0	\$2,000	\$2,600	\$5,200
100-500-500-0000-5310	Telephone & Alarms	\$1,841	\$2,500	\$2,761	\$2,500
100-500-500-0000-5315	Sanitary District Charges	\$25	\$1,000	\$100	\$1,000
100-500-500-0000-5425	Contract Services	\$256	\$500	\$386	\$500
100-500-500-0000-5430	Engineering Services	\$0	\$500	\$0	\$500
100-500-500-0000-5450	Other Services	\$0	\$2,000	\$0	\$2,000
100-500-500-0000-5465	Software License & Application	\$240	\$1,000	\$240	\$500
100-500-500-0000-5500	Mileage Reimbursement	\$0	\$100	\$100	\$200
100-500-500-0000-5625	Signage	\$0	\$500	\$0	\$500
100-500-500-0000-5694	Office Equipment	\$40	\$200	\$40	\$200
100-500-500-0000-5698	Equipment R&M	\$3,602	\$2,000	\$6,102	\$3,000
100-500-500-0000-7000	Filtration System R&M	\$0	\$3,000	\$1,700	\$3,000
100-500-500-0000-7005	Filtration System Supplies	\$1,789	\$500	\$2,689	\$1,500
100-500-500-0000-7020	Cost of Goods Sold	\$0	\$10,000	\$0	\$10,000
TOTAL BOATYARD OPERATIONS		\$143,698	\$238,097	\$214,501	\$253,158

Account	Description	YTD	FY18	
			BUDGET	PROJECTION
			FY18 BUDGET	FY19 BUDGET
CAPITAL IMPROVEMENT PROGRAM (900)				
100-900-900-D001-6300	Seabright Replacement Budget	\$2,405		\$2,405
100-900-900-D002-6100	Toyo Pump	\$0		\$0
100-900-900-F004-5000	Sewer Lift Station Upgrade Labor	\$4,267		\$5,334
100-900-900-F005-5000	Piling Replacement Labor	\$941		\$4,425
100-900-900-F005-5276	Piling Replacement Permit Fees	\$790		\$790
100-900-900-F006-5000	Pavement Repairs Labor	\$1,175		\$3,644
100-900-900-F006-6300	Pavement Repairs Budget	\$7,356		\$32,356
100-900-900-F011-5000	Building Restoration Labor	\$243		\$2,366
100-900-900-F011-6300	Building Restoration Budget	\$3,634		\$7,634
100-900-900-F012-6300	Restroom Building Rehab Budget	\$4,991		\$9,694
100-900-900-F018-5698	Parking Pay Station Equipment	\$0		\$19,547
100-900-900-F019-6300	Aeration System Upgrades	\$0		\$2,500
100-900-900-F021-5000	7th & Brommer Labor	\$918		\$918
100-900-900-F021-5430	7th & Brommer Engineering	\$6,914		\$6,914
100-900-900-F022-5000	Revetment & Seawall Labor	\$297		\$0
100-900-900-F025-5000	Twin Lakes Beach Labor	\$728		\$1,028
100-900-900-F025-5430	Twin Lakes Beach Engineering	\$2,759		\$4,972
100-900-900-F027-5000	Aldo's Seawall Labor	\$780		\$780
100-900-900-F027-5430	Aldo's Seawall Engineering	\$87,674		\$192,786
100-900-900-H001-5000	Harbor Security Labor	\$147		\$734
TOTAL CAPITAL IMPROVEMENT PROGRAM		\$126,021	\$0	\$298,828

APPENDIX F

PERSONNEL PROFILE SUPPLEMENTAL INFORMATION

BUDGET PROPOSAL – PARKING COORDINATOR POSITION

In the FY19 budget, convert one provisional, full-time Parking Coordinator position to full-time equivalent status.

BACKGROUND

The Port District authorized hiring the Parking Coordinator position in the Operations department on a provisional basis for a two-year period as part of the FY17 budget adoption of February 23, 2016. This action was taken to implement findings of the Parking Management Plan completed by Watry Design, Inc., in January 2016. The FY19 budget converts the existing provisional position to full-time equivalent (FTE) status.

In late-2017, the Port Commission met in closed session regarding labor negotiations with the Harbor Employees' Association. As part of those meetings, the Commission directed staff to present written justification for converting the existing provisional Parking Coordinator position to full-time equivalent as part of the FY19 budget process.

ANALYSIS

The Operations Department FTE deputy harbormaster staffing level is currently 8 (7 deputy harbormasters and 1 harbormaster). The Parking Coordinator position supplements existing deputy harbormaster staff, providing expanded parking enforcement, scheduling and parking equipment maintenance services that are not able to be consistently performed by deputy harbormaster staff. The administrative and maintenance functions are best served by a dedicated position, as deputy harbormaster staff can be unavailable due to search and rescue responsibilities, incident response or training. Deputy harbormasters typically work a 4x10 schedule. The Parking Coordinator position typically works 5 days per week, including weekend days during the busy season to ensure service is provided when needed most.

In FY16, audited parking service revenue totaled \$294,859. In FY17, with the addition of the Parking Coordinator position and implementation of a number of findings of the Watry Design Inc. Parking Management Plan, parking revenue increased to \$345,904. Parking revenue is projected to increase further in FY18.

IMPACT TO PORT DISTRICT RESOURCES

The salary range for the Parking Coordinator position is \$4,024 to \$5,392 per month, with a total cost at top step of approximately \$86,280 per year including payroll overhead and benefits. The position has been funded out of the budget on a provisional, benefited basis since April 1, 2016. Funding for the recommended FTE position is included in the FY19 budget.

PERSONNEL PROFILE SUPPLEMENTAL INFORMATION

BUDGET PROPOSAL – HARBOR DREDGE WORKER

In the FY19 budget, convert one provisional, full-time Harbor Dredge Worker position to full-time equivalent status.

BACKGROUND

The Port District currently has five full-time equivalent (FTE) Harbor Dredge Worker positions, not including a full-time provisional 6th dredge crew member or the administrator position of Facilities, Maintenance and Engineering Manager. The FY19 budget converts the existing provisional dredge worker position to full-time equivalent (FTE) status.

In late-2017, the Port Commission met in closed session regarding labor negotiations with the Operating Engineers Local No. 3. As part of those meetings, the Commission directed staff to present written justification for converting the existing provisional Harbor Dredge Worker position to full-time equivalent as part of the FY19 budget process.

ANALYSIS

During the dredge season, experienced and trained workers are needed to supervise, plan and organize dredge operations and maintenance, operate the dredge *Twin Lakes*, operate the workboat *Dauntless*, place and reposition anchors (3 crew minimum required), and operate the bulldozer on the beach. From November through April, concurrent dredging operations are performed in the north harbor. In previous years, Operating Engineers supplemented their crew with additional staff when inner-harbor dredging was performed. Inner-harbor dredging requires a minimum of 3 crewmembers (2 aboard “Squirt,” and 1 monitoring the booster pump). Even with a sixth crewmember, the dredge crew is heavily reliant on Facilities staff to supplement the dredging operation to mobilize and repair pipe, perform equipment maintenance and repair, provide monitoring of the booster pump, etc.

There are a number of important and significant equipment maintenance and repair projects required during the off season each year. Ensuring there is adequate crew to perform this time consuming work is critical, and the season coincides with the only time of year that dredge crewmembers can utilize vacation.

The additional staff member helps ensure that there is adequate, trained staff available to safely perform dredging operations if someone is on leave or in the event of crew turnover. It helps limit interruption of dredging operations due to staff shortages.

IMPACT TO PORT DISTRICT RESOURCES

The salary range for the Harbor Dredge Worker II is \$3,832 to \$5,135 per month, with a total maximum cost of approximately \$95,289 per year including payroll overhead and benefits. The position has been funded out of the budget on a provisional, benefited basis since FY17. Funding for the recommended FTE position is included in the FY19 budget.

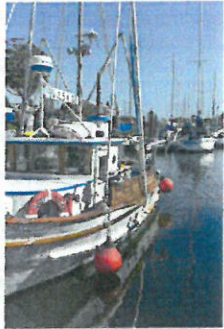
NOTES

NOTES

Santa Cruz Port District
Historic Annual Slip Rent Increases
FY00 – FY19

Year	Slip Rent Increase (South Harbor)	Slip Rent Increase (North Harbor)
FY 02	+ 5.0 %	0
FY 03	+ 3.0%	+ 4.0%
FY 04	+ 3.7%	+ 4.5%
FY 05	+ 2.5%	+ 3.0%
FY 06	+ 7.5%	+ 7.5%
FY 07	+ 5.0%	+ 5.0%
FY 08	+ 5.0%	+ 5.0%
FY 09	+ 5.0%	+ 5.0%
FY 10	+ 3.0 %	+ 3.0 %
FY 11	+ 4.0%	+ 1.0%
FY 12	0%	0%
FY 13	+ 5%	+ 5% ¹
FY 14	+ 2.5%	+ 2.5%
FY 15	+ 2.6%	+ 2.6%
FY 16	+ 2.7%	+ 2.7%
FY 17	0%	0%
FY18	2%	2%
FY19 <i>Proposed</i>	2%	2%

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



Santa Cruz Port District FY19 Draft Budget



Santa Cruz Port Commission Meeting
February 13, 2018

FY 18 Projections

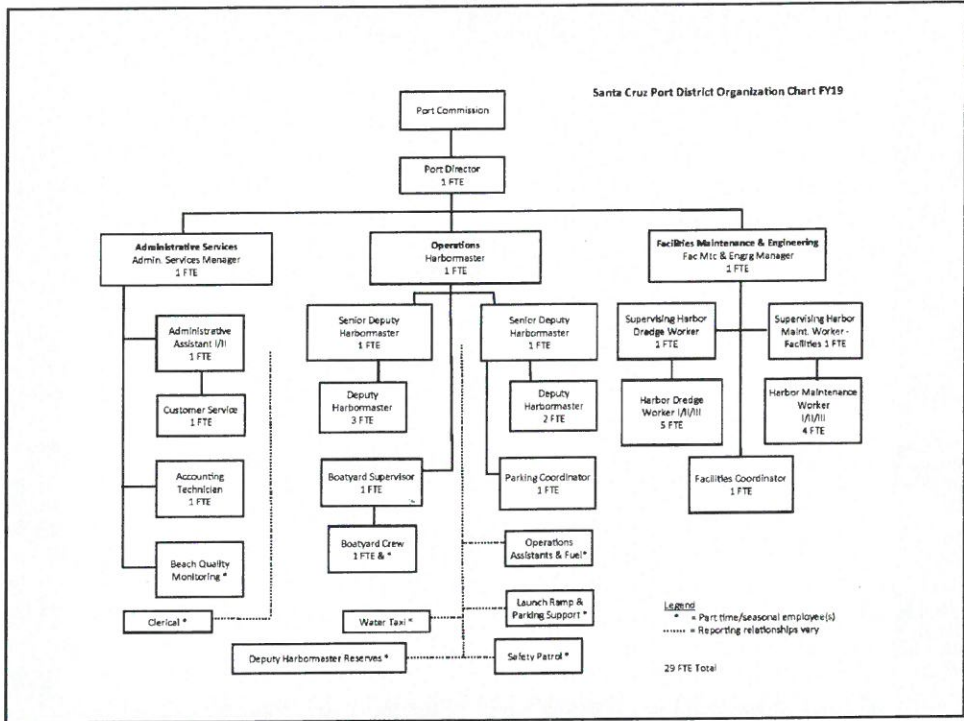
- Based on 11/30/17 monthly report
- On track as of 1/31/18 – *does not include:*
 - *Any reimbursements from CalOES / FEMA for January-February 2017 storm related disaster assistance*
 - *Any additional capital outlay (shuttle van)*
- Projected growth in revenues FY17 to FY18 (+\$255k)
 - Fuel Revenue (+\$100k) – improved oversight, pricing
 - Tenant Utilities and Concession Rents (+\$67k) – primarily due to increases in utility cost recovery (sewer & garbage)
 - Slip rent and visitor berthing (+\$78k) – despite north harbor vacancies due to shoaling
- Projected income +\$1.5 million (prior to FY18 adjustments)

FY 18 Highlights

- Revenues projected to exceed budget (+ \$190k)
- Increases in visitor berthing, concession rents & utilities, parking
- Expenses projected to be below budget (- \$138k)
 - Expense savings overall despite \$90k increase in Dredge Services & Supplies (*Twin Lakes* and other vessel and equipment R&M)
 - Savings in Administrative programs, despite increased legal costs (labor savings and reductions in Services & Supplies)
 - Includes higher personnel costs for new labor agreements and salary schedules (4th quarter FY18)
- Second season of dredging with new dredge *Twin Lakes*
- Severe shoaling of entrance and north harbor during 2016/17 winter and storm-related damage
- Pending disaster assistance claim with CalOES / FEMA for damage related to January-February 2017 storm events

Budget Approach & Focus

- Meet Reserve Policy goals and objectives
- Fund major infrastructure projects (Aldo's seawall replacement and Pile Replacement Phase 1 Project)
- Develop spending and operating plan for FY19 to maintain services; fund approved labor contracts
- Fund necessary Capital Improvement Projects to meet needs of operation, harbor users and tenants; address deferred maintenance
- Increase funding for Dredge Program repair and maintenance (*Twin Lakes, Dauntless, Squirt* and other equipment)
- Conservative revenue projections and ensure cost recovery where practicable
- Maintain flexibility to allow response to changing and competing priorities



FY19 Salary and Benefit Costs

DEPARTMENT/SERVICE	FY17 SALARIES & BENEFITS BUDGET	FY18 SALARIES & BENEFITS BUDGET	FY18 SALARIES & BENEFITS PROJECTED	FY19 SALARIES & BENEFITS BUDGET	FY 18 TO FY19 CHANGE
Administrative Services	673,832	608,659	508,586	635,492	+ 26,833 (+4.4%)
Operations	1,179,679	1,302,502	1,369,582	1,306,690	+4,168 (+ 3%)
Boatyard	182,648	186,747	180,083	196,658	+9,911 (+5.5%)
Facilities Maintenance and Engineering	539,555	565,775	601,830	655,561	+89,786 (+15.9%)
Dredging Operations	648,840	712,300	722,637	757,084	+44,784 (6.3%)
TOTALS	3,224,554	3,375,983	3,382,718	3,551,485	+175,502 (+5.2%)

- Converts two existing provisional employees to full-time equivalent (FTE) status, increasing FTE count from 27 in FY18 to 29
- Customer Service Representative is budgeted in Administration, but labor has been allocated to Operations (Marina Management)
- Contract grounds service was eliminated in FY18. Grounds services are currently being performed in-house, increasing Personnel Services expense and reducing Services & Supplies expense

Dredge Operations and Dredge Intermediate Fund

- \$378,258 contribution to Dredge Intermediate Fund funded in FY19 budget, bringing projected fund balance to \$534,000, including:
 - \$172,000 for *Twin Lakes* (fabrication of new snorkel)
 - \$277,000 for major overhaul of *Dauntless* (haul, sandblast, paint, zincs, A-frame fabrication, replace flooring / decking, and fendering system; Skagit winch replacement)
 - \$10,000 for to replace check valve on *Squirt*
 - \$75,000 in ancillary equipment (anchors, pipe and valves)
- Increased funding for dredge and systems repair and maintenance in the Dredge Operations program



Boatyard

- Fourth full year of operation
- Projected FY18 revenues \$247,400
- Projected FY18 expenses \$214,500
- Net \$ 32,900



The Boatyard is projected to be profitable in FY18.

The Boatyard program captures the majority of expenditures for this enterprise, though some costs are captured in other programs.

Fuel Services

- Fuel service operation assumed by the Port District in 2010
 - Projected FY18 revenue \$468,993
 - Projected FY18 expenses 381,242
- Net \$ 87,751

Careful oversight and management of the fuel service operation is required to ensure fuel is priced fairly and competitive while generating a modest profit for the District.



Fund Balances

Cash on Hand 2/1/18		
LAIF	\$ 8,780,506	
BBVA (Restricted)	726,374	
Comerica Bank	1,127,009	
Total Cash	\$ 10,633,889	
Debt Service	- \$585,000	Pending payment
Projected Cash	\$ 10,048,889	
Restricted Cash	\$ 726,374	At BBVA
Fund Balances	3,487,005	Dredge Intermediate, Reserve, Capital Improvement, Election, PEMHCA
Unrestricted Cash	\$5,835,510	Available for operations, emergencies, improvements, etc.



Capital Improvement Program FY19 Recommended Projects



CAPITAL IMPROVEMENT PROJECTS FY19-FY23

Category	FY19	FY20	FY21	FY22	FY23	TOTAL
Docks, Piers & Marine Structures						
Piling Replacement Program ¹	554,400	750,000	250,000	-	-	1,554,400
Dock Upgrades Project	50,000	50,000	30,000	30,000	30,000	190,000
Pier Rehabilitation Project	-	6,000	10,000	-	25,000	41,000
West Side Seawall Reconstruction ²	1,840,000	-	-	-	-	1,840,000
Boskyard Marine Ways Inspection / Upgrades ³	-	20,000	TBD	TBD	TBD	20,000
TOTAL	\$ 2,204,400	\$ 826,000	\$ 290,000	\$ 30,000	\$ 55,000	\$ 3,405,400

- 1 Phase 1 project to be bid for FY19 construction. FY19 contribution brings available funding to \$759K. Explore funding options.
- 2 Funding in FY19 for engineering design, permitting & replacement of Aiko's seawall. Project cost sharing under negotiations with tenant. Explore funding options.
- 3 Funding in FY20 for structural engineering inspection and potential design work for repairs/upgrades for future year.

Buildings						
Minor Building Restoration Projects	80,000	50,000	80,000	50,000	50,000	310,000
Recreation Building Rehabilitation	25,000	22,000	22,000	22,000	22,000	113,000
Walton Lighthouse Repainting	-	-	-	-	15,000	15,000
Harbormaster Office Remodel	-	-	75,000	-	-	75,000
Harbor Office Building Improvements	-	20,000	-	-	20,000	40,000
TOTAL	\$ 105,000	\$ 92,000	\$ 177,000	\$ 72,000	\$ 107,000	\$ 553,000

Landside Infrastructure						
Ice Machine Upgrades	-	20,000	-	-	-	20,000
Harbor Roads and Parking Lots Pavement Management ¹	50,000	75,000	80,000	60,000	60,000	315,000
Parking Pay Stations	30,000	30,000	30,000	30,000	TBD	120,000
Parking Upgrades	-	5,000	5,000	5,000	5,000	20,000
LPR Parking Enforcement System	-	175,000	-	-	-	175,000
Peppy Park	20,000	-	-	-	-	20,000
Sidewalk & Plaza Restoration	-	10,000	10,000	10,000	10,000	40,000
TOTAL	\$ 108,000	\$ 319,000	\$ 105,000	\$ 105,000	\$ 75,000	\$ 708,000

¹ Ongoing paving needs. FY19 contribution brings total available funds to approx. \$70K.

CAPITAL IMPROVEMENT PROJECTS FY19-FY23

Category	FY19	FY20	FY21	FY22	FY23	TOTAL
Utility Systems						
Sanitary Sewer Lift Station Upgrades ¹	150,000	150,000	150,000	200,000	TBD	650,000
Aeration System Upgrades	10,000	10,000	10,000	10,000	10,000	50,000
Boobyard Sump Pump Replacement	36,000	-	-	-	-	36,000
Storm Drain System Repairs and Maintenance	-	20,000	20,000	20,000	20,000	80,000
Water and Sewer System Repairs and Maintenance	-	40,000	40,000	40,000	40,000	160,000
TOTAL	\$ 196,000	\$ 220,000	\$ 220,000	\$ 270,000	\$ 70,000	\$ 976,000

¹ FY19 contribution brings total available funding to approx. \$275,820

Planning Projects & Studies						
Commercial Fishery/Marine Services Center Upgrades ¹	-	TBD	TBD	TBD	TBD	-
West Side Master Plan	-	TBD	TBD	TBD	TBD	-
Aldo's Restaurant Reconstruction Project Management - Engineering Oversight	-	40,000	0	0	0	40,000
Murray Street Bridge Dock Reconfigurations ²	-	TBD	TBD	TBD	TBD	-
7th & Brommer Master Plan ³	10,000	TBD	TBD	TBD	TBD	10,000
SH Revetment and Seawall	-	TBD	TBD	TBD	TBD	-
Avana Gutch Grade Control Structure Feasibility Study	-	-	-	40,000	-	40,000
TOTAL	\$ 10,000	\$ 40,000	\$ -	\$ -	\$ -	\$ 90,000

¹ Phase I, funded in FY13, was planned to involve outreach, preliminary planning and developing grant funds for a feasibility analysis. Project on hold.

² Funding for management of engineering consultants and miscellaneous costs. Reimbursable by City of Santa Cruz.

³ \$20,649 redistribution of CiP funding brings total available funding to \$10K.

CAPITAL IMPROVEMENT PROJECTS FY19-FY23

Category	FY19	FY20	FY21	FY22	FY23	TOTAL
Other/Miscellaneous						
Harborwide Sign Study & Standards	-	10,000	-	-	-	10,000
Harborwide Topographic Survey	-	10,000	10,000	-	-	20,000
Harbor Security Infrastructure Upgrades ¹	45,000	TBD	TBD	TBD	TBD	45,000
West Side Seawall Assessment	0	50,000	TBD	TBD	TBD	50,000
West Jetty Walkway Project	TBD	TBD	TBD	TBD	TBD	-
TOTAL	\$ 45,000	\$ 70,000	\$ 10,000	\$ -	\$ -	\$ 125,000

¹ Shower rekeying completed during FY16. Gate and restroom rekeying pending RFP process and new gate fabrication.

Total available funding approx. \$125,500

	FY19	FY20	FY21	FY22	FY23	GRAND TOTAL
FISCAL YEAR TOTALS	\$ 2,668,400	\$ 1,563,000	\$ 802,000	\$ 477,000	\$ 307,000	\$ 5,857,400

SANTA CRUZ PORT DISTRICT
FY19 PLANNED PROJECTS AS OF FEBRUARY 11, 2019

	FY19 GP										FY19 GP									
	CE	CE	CE	CE	CE	CE	CE	CE	CE	CE	CE	CE	CE	CE	CE	CE	CE	CE	CE	CE
Sept. Balance Apr. 1, 2017	\$ 12,200	\$ 25,113	\$ 21,150	\$ 34,527	\$ 1,029	\$ 20,700	\$ 25,200	\$ 40,700	\$ 12,927	\$ 20,200	\$ 26,070	\$ 51,771	\$ 6,629	\$ 14,947	\$ 11,704	\$ 9,822	\$ 780	\$ 12,715		
Budget Comparison: FY 2018 Budget					\$ 90,500			\$ 10,000	\$ 10,700					\$ 10,500						
Project Expenditures:																				
Project Completed																				
Project Costs Over Commitment																				
Projected Ending Balance March 31, 2019	\$ 12,200	\$ 25,113	\$ 21,150	\$ 34,527	\$ 1,029	\$ 20,700	\$ 25,200	\$ 40,700	\$ 12,927	\$ 20,200	\$ 26,070	\$ 51,771	\$ 6,629	\$ 14,947	\$ 11,704	\$ 9,822	\$ 780	\$ 12,715		
Budget Comparison FY19 Mar. 31, 2019																				
Budgets April 1, 2019	\$ 12,200	\$ 25,113	\$ 21,150	\$ 34,527	\$ 1,029	\$ 20,700	\$ 25,200	\$ 40,700	\$ 12,927	\$ 20,200	\$ 26,070	\$ 51,771	\$ 6,629	\$ 14,947	\$ 11,704	\$ 9,822	\$ 780	\$ 12,715		

2017 Note: Funding from County project cost network for 2017
FY19 GP: Budgets remaining for 2019

SANTA CRUZ PORT DISTRICT
FY19 PLANNED PROJECTS AS OF FEBRUARY 11, 2019

	FY19 GP										FY19 GP									
	CE	CE	CE	CE	CE	CE	CE	CE	CE	CE	CE	CE	CE	CE	CE	CE	CE	CE	CE	CE
Sept. Balance Apr. 1, 2017	\$ 12,200	\$ 25,113	\$ 21,150	\$ 34,527	\$ 1,029	\$ 20,700	\$ 25,200	\$ 40,700	\$ 12,927	\$ 20,200	\$ 26,070	\$ 51,771	\$ 6,629	\$ 14,947	\$ 11,704	\$ 9,822	\$ 780	\$ 12,715		
Budget Comparison: FY 2018 Budget					\$ 90,500			\$ 10,000	\$ 10,700					\$ 10,500						
Project Expenditures:																				
Project Completed																				
Project Costs Over Commitment																				
Projected Ending Balance March 31, 2019	\$ 12,200	\$ 25,113	\$ 21,150	\$ 34,527	\$ 1,029	\$ 20,700	\$ 25,200	\$ 40,700	\$ 12,927	\$ 20,200	\$ 26,070	\$ 51,771	\$ 6,629	\$ 14,947	\$ 11,704	\$ 9,822	\$ 780	\$ 12,715		
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2017 Note: Funding from County project cost network for 2017
FY19 GP: Budgets remaining for 2019

Marina Fees

- CPI increase 2.9% in 2017 (SF-Oak-SJ annual)*
- Slip rent rates increased 0% in FY17 and 2% in FY18
- Cash on hand exceeds \$5 million (unrestricted, not allocated)
 - Two major infrastructure projects are planned FY19-21 (Aldo's Seawall and Pile Replacement Project)
- Fee increase to be considered by Commission
 - 1% increase would add approximately \$42k in slip fee revenue (add-ons increase total by approximately \$5k)

*2016 CIP 3.53%

Recommendation

Direct staff to finalize the FY19 Budget for adoption at the February 27 meeting, including:

- Capital Projects to add, delete or reprioritize in the CIP
- Contribution to the Dredge Intermediate Fund
- Fee increase(s)
- Other revisions



TO: Port Commission
FROM: Marian Olin, Port Director
DATE: February 8, 2018
SUBJECT: Review of Draft FY19 Budget and 5-Year Capital Improvement Program

- Recommendation:** *Discuss the proposed FY19 draft budget and capital improvement projects, and:*
- 1. Approve the contributions to the Reserve Fund, Capital Improvement Fund, PEMHCA fund and Dredge Intermediate Fund; and,*
 - 2. Provide direction to staff on proposed projects to include in the FY19 Capital Improvement Program (CIP); and*
 - 3. Provide direction to staff on any fee increase, conversion of 2 provisional employees to full-time equivalent status and other revisions to incorporate into the final budget for presentation on February 27, 2018.*

BACKGROUND

The FY19 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 the draft budget provides detailed worksheets depicting the operating budget and debt service, a recommended funding level for dredge equipment projects (Dredge Intermediate Fund), and recommended capital projects.

Each year, staff strives to present a balanced budget, giving the Commission the ability to deliberate reserve funding, projects, major expenses and fee increases. The draft FY19 budget is presented as a balanced budget, showing funding for two major CIP projects (Aldo's Seawall Replacement and the Pile Replacement Project Phase 1) to come from either cash or financing. A decision on whether to obtain financing for these major infrastructure projects will be considered by the Port Commission independent of the budget process.

ANALYSIS

Reserve Policy

The Reserve Policy, adopted by the Port Commission during FY16, was intended to strengthen the financial stability of the District against economic uncertainty, unexpected situations, unanticipated loss of revenue and other unforeseen emergencies.

The Reserve Policy identifies the target amount to be held in reserve as 25 percent of the District's annual operating expenses in the current fiscal year's adopted budget. At the time of adoption the reserve fund balance was approximately \$992,380. It was a stated goal to meet the reserve fund target in three to seven years.

In FY17 and 18, \$300,000 was contributed to the Reserve Fund each year. In FY19, the Port District will meet its funding goal. The draft FY19 budget includes a contribution in the amount of \$180,532, bringing the Reserve Fund balance to approximately \$1,772,912.¹

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. No contribution is needed in FY19, but replenishment will be required in FY20.

CIP Fund: A funding goal of \$500,000 per year has been established. The FY19 draft budget exceeds this goal by providing \$500,000 in funding from the operating budget, and an additional \$2,154,400 to be funded out of cash or through financing.

Capital Improvement Program

Appendix D includes the proposed 5-year Capital Improvement Plan and the projected CIP fund balance. The recommended project funding level in FY19 is \$2,668,400, not including \$18,277 proposed to be set aside for a portion of the District's cost share for future replacement of the Almar patrol vessel (see FY19 Planned Projects "FY19 CIP" in Appendix D).

The draft FY19 budget provides funding in the amount of \$500,000 for the Capital Improvement Program, as described in "Reserve Policy" above. In addition, the draft budget includes a \$2,154,400 contribution for the Aldo's Seawall Replacement project (\$1.6 million) and the Pile Replacement Project (\$554,400²). The \$2,154,400 contribution is proposed to be funded through cash or financing, or a combination of both. As noted above, a decision on whether to obtain financing for these major infrastructure projects will be considered by the Port Commission independent of the budget process.

The FY19 Capital Improvement Program proposes to reallocate CIP project funding as follows: 1) delete the Harbor Vehicle Fueling Station project originally funded in FY14; 2) provide funding for 7th and Brommer Master Planning adequate to offset a prior year deficit and leave \$10,000 in project funding; and, 3) redistribute remaining funds for the County of Santa Cruz Twin Lakes Beachfront Improvement Project (see FY19 Planned Projects Spreadsheet in Appendix D).

¹ FY19 draft budget operating expenses = \$7,126,649 less \$35,000 in reserve fund contributions to the Public Employees' Medical & Hospital Care Act (PEMHCA) fund.

² Contribution brings total available funding for the Pile Replacement Project to approximately \$750,000 for the first phase of work.

Descriptions of the projects previously funded and proposed for funding are included in the 5-Year Capital Improvement Plan.

Dredging Equipment – Dredge Intermediate Fund

The proposed \$389,258 contribution to the Dredge Intermediate Fund budget supplements funding that will remain at the end of FY18. Planned maintenance and replacements for FY19 are listed in the draft budget report. The plan includes fabrication of a new snorkel for the dredge *Twin Lakes*, and major overhaul of the workboat *Dauntless*. Other major acquisitions are replacement of the Skagit winch on *Dauntless*, and ongoing funding for dredge pipe and pipe valves.

Staffing Changes

The draft FY19 budget proposes to convert two existing provisional positions to full-time equivalent (FTE) status: 1 Parking Coordinator (Operations Department); 1 Harbor Dredge Worker (Facilities).

In late-2017, the Port Commission met in closed session regarding labor negotiations with the bargaining units. As part of those meetings, the Commission directed staff to present written justification for converting the existing provisional positions to FTE status as part of the FY19 budget process. The proposal is included in the draft budget as Appendix F.

This will increase the total personnel FTE count from 27 to 29.

Operating Budget

Notable changes between the FY18 adopted budget and the FY19 proposed budget are discussed below.

Personnel Costs

Total personnel costs in FY19 exceed the FY18 budget by approximately 5.2%. The increase is due to negotiated labor contract salary increases effective January 1, 2018, minimum wage and salary adjustments for unrepresented employees, and increases in CalPERS' contribution rates commencing July 1.

Table 1 – Salary and Benefit Costs

DEPARTMENT/SERVICE	FY17 SALARIES & BENEFITS BUDGET	FY18 SALARIES & BENEFITS BUDGET	FY18 SALARIES & BENEFITS PROJECTED	FY19 SALARIES & BENEFITS BUDGET	FY 18 TO FY19 CHANGE
Administrative Services	673,832	608,659	508,586	635,492	+ 26,833 (+4.4%)
Operations	1,179,679	1,302,502	1,369,582	1,306,690	+4,188 (+.3%)
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Facilities Maintenance and Engineering	539,555	565,775	601,830	655,561	+89,786 (+15.9%)
Dredging Operations	648,840	712,300	722,637	757,084	+44,784 (6.3%)
TOTALS	3,224,554	3,375,983	3,382,718	3,551,485	+175,502 (+5.2%)

Salaries and benefits in the FY19 draft budget represent approximately 43% of District expenditures including debt service. Excluding debt service, personnel costs represent approximately 50% of the operating budget.

Notes:

1. Customer Service Representative is budgeted in Administration, but allocating labor expense to Marina Management (Operations)
2. In FY18, contract grounds service was eliminated. Grounds services are currently being performed in house, reducing expenditures in Services and Supplies, and increasing Personnel Services expenditures in FY19.

Program Costs

Overall, the proposed FY19 operating budget is approximately \$300,500 (4.4%) higher than the FY18 budget including Personnel Services and Services and Supplies. Notable differences in proposed increases for Services and Supplies include:

Rescue Services

- Consolidates vessel fuel under Rescue Services program, ensuring fuel is tracked in the primary program and reducing administrative effort in allocating fuel expense
- Modest increase in vessel maintenance
- Keeps harbor patrol training at high level

Harbor Patrol

- Less lethal ammunition (rubber bullets), including training and 3 devices

Parking Services

- Year round leasing of overflow parking lot at 7th and Brommer
- Increase in contract services due to increased number of parking pay stations

Utilities

- Acquisition of insulated tools and arc flash protection
- Increased vehicle maintenance needs for boom truck

Dredging

- Increases in equipment, vessel and dredge maintenance and repair line items across the board to ensure necessary repair and maintenance work is funded and performed. For example:

The FY17 budget reduced funding for maintenance and repair of the dredge *Twin Lakes* from \$80,000 in FY16, to \$20,000 in FY17 and FY18. This budget level is not sustainable, and significant expenditure overages in FY18 are projected. The cost of wire rope, a consumable product purchased annually, exceeded the FY18 \$20,000 line item budget. Other budget line items reduced in FY17 for maintenance and repair of equipment and the inner-harbor dredge *Squirt* are proposed to be increased in FY19.

(Note: The FY18 budget projections include purchase of extended warranties for *Twin Lakes*' C32 and C18 engines, and coverage for the Caterpillar bulldozer. This item is presented for approval as a separate item on this agenda.)

Boatyard

- Modest increases for maintenance and inspection of the Travelift
- Increased costs for filtration disposal (hazmat)

Program cost roll-ups excerpted from the budget follow.

Expenditures by Department and Program

Department and Program	FY 17 Actual	FY 18 Budget	FY 18 Projected	FY 19 Proposed
100 Administrative Services Department				
110 Administration	\$ 1,016,517	\$ 756,828	\$ 685,669	\$ 727,018
120 Finance & Purchasing	170,809	179,467	169,123	191,294
130 Property Management	429,040	452,854	391,461	439,637
140 Environmental & Permitting	156,750	209,505	139,271	205,654
190 Port Commission Support	50,183	51,255	53,112	51,189
Department Total	\$ 1,823,299	\$ 1,649,909	\$ 1,438,636	\$ 1,614,792
200 Operations Department				
210 Harbor Patrol	\$ 621,569	\$ 606,638	\$ 653,808	\$ 635,630
220 Marina Management	461,217	429,070	493,162	445,119
230 Rescue Services	90,519	92,880	100,050	101,958
240 Parking	345,904	386,077	348,101	355,034
250 Events	32,531	40,562	31,703	42,844
280 Fuel Services	331,742	434,450	381,242	478,065
500 Boatyard	239,953	238,097	214,501	253,158
Department Total	\$ 2,123,435	\$ 2,227,774	\$ 2,222,567	\$ 2,311,808
300 Facilities Maintenance & Engineering				
310 Docks, Piers & Other Marine Structures	\$ 263,642	\$ 250,351	\$ 256,964	\$ 266,610
320 Utilities Maintenance	84,314	107,875	97,574	124,940
330 Building Maintenance	238,023	256,497	297,032	282,080
340 Grounds Maintenance	656,439	654,366	619,758	700,736
350 Aeration Program	42,498	54,885	50,982	54,263
360 Fishery Support*	5,042	18,250	9,286	18,935
390 Capital Projects	1,024	471,084	457,854	437,601
400 Dredging Operations	1,259,287	1,135,150	1,237,413	1,314,884
Department Total	\$ 2,550,269	\$ 2,948,458	\$ 3,026,863	\$ 3,200,049
Total Operating Budget	\$ 6,497,003	\$ 6,826,141	\$ 6,688,066	\$ 7,126,649

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. In addition, the District's revenues must be at least equal to 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.

DSR's for FY16 and FY17 (actuals), and FY18 and FY19 (projected), are included in the draft budget (Appendix B). In preparing the budget projections an error in the DSCR bank filings was discovered (reimbursement received from the U.S. Army Corps of Engineers and grant funding was not calculated in the DSCR). Corrected DSCR's have been prepared and certified and submitted to BBVA Compass Bank and are included as a separate information item in this agenda packet. The correction resulted in increasing the Port District's DSCR for FY16 and FY17.

FY 18 was the first year the U.S. Army Corps of Engineers expected annual reimbursement in the amount of \$385,000 was included as non-operating revenue in the budget. Annual reimbursement of \$385,000 is also included in the draft FY19 budget. If the Port District is not successful in obtaining the annual reimbursement of approximately \$65,000 from the Corps, the DSCR could potentially fall below the 125% DSCR threshold. That may require the Port District to either increase fees and/or reduce expenditures, or to temporarily deposit additional funds with BBVA Compass Bank in accordance with the loan agreements.

Fees

The 2017 Consumer Price Index (CPI) for the San Francisco-Oakland-San Jose area is 2.9%.

The draft budget includes projected revenue increases in concession rents in accordance with lease agreements based on CPI. No increase has been applied to marina fees in the draft budget.

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).

Staff is seeking direction from the Commission on fee increases in FY19. If a fee increase is recommended by the Commission, the draft budget will be presented at the February 27 meeting with commensurate adjustments to anticipated revenue.

A table showing historic annual slip fee increases is included as Attachment B.

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 \$42,000 in additional revenue, excluding dry storage.)
- Capital Improvement Plan projects and funding.

The draft FY19 budget will be amended as needed to incorporate direction received from the Commission. The FY19 budget will be presented at the February 27 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
Accounts Payable Monthly Check Register
 January 2018

Date	No.	Vendor	Description	Amount
1/3/2018	49135	California Crane School Inc.	Crane Operator Certification Course (2 Employees)	\$1,675.00
1/4/2018	49136	Brass Key Locksmith, Inc.	Gate Latches, Deadbolts, Padlocks, Door Lever	\$921.55
1/4/2018	49137	Citi Cards	Break Room Supplies	\$257.14
1/4/2018	49138	County of Santa Cruz DPW	901 7th Avenue Lease	\$800.00
1/4/2018	49139	Geo. H. Wilson, Inc.	Metal Plate for Docks	\$41.15
1/4/2018	49140	Jeff Winham	Trash Collection & Compaction	\$1,750.00
1/4/2018	49141	Lighthouse Welding	Welding for Beach Valve Box	\$1,620.00
1/4/2018	49142	Mid County Auto Supply	Filters for <i>Squirt</i> , Hydraulic Fitting Wrap, Door Handle for Truck	\$459.19
1/4/2018	49143	Staples Credit Plan	Office Supplies	\$65.48
1/4/2018	49144	Arturo Acevedo	2018 Medical Expense Reimbursement	\$700.00
1/4/2018	49145	Blake Anderson	Quarterly Uniform Allowance	\$190.00
1/4/2018	49146	Comerica Cardmember Services	CalPelra Training, Meeting Refreshments, Supplies for Pumpout Repair, Wire Rope for TraveLift, Gaskets & Gasket Kit for TraveLift, Flashlight, Employment Advertising, Memorial Bouquets, Employee Recognition Luncheon, Pesticide Abatement	\$5,784.33
1/4/2018	49147	David Hill	Quarterly Uniform Allowance	\$190.00
1/4/2018	49148	Don Kinnamon	2018 Medical Expense Reimbursement, Quarterly Uniform Allowance	\$890.00
1/4/2018	49149	Emma Olin	2018 Medical Expense Reimbursement	\$700.00
1/4/2018	49150	Jordan Rank	Quarterly Uniform Allowance	\$190.00
1/4/2018	49151	Jose Vera	2018 Medical Expense Reimbursement	\$700.00
1/4/2018	49152	Kevin King	Quarterly Uniform Allowance	\$190.00
1/4/2018	49153	Koby McCauley	Quarterly Uniform Allowance	\$190.00
1/4/2018	49154	Latisha Marshall	Quarterly Uniform Allowance	\$190.00
1/4/2018	49155	Marian Olin	2018 Medical Expense Reimbursement	\$700.00
1/4/2018	49156	Nick Gullo	2018 Medical Expense Reimbursement	\$700.00
1/4/2018	49157	Randy Marty	2018 Medical Expense Reimbursement	\$700.00
1/4/2018	49158	Rory Stipanovich	2018 Medical Expense Reimbursement	\$700.00
1/4/2018	49159	Sean Rothwell	Quarterly Uniform Allowance	\$190.00

1/4/2018	49160	Valero Marketing & Supply Company	Fuel for Fleet Vehicles	\$1,624.43
1/6/2018	49161	California State Disbursement Unit	Wage Garnishment (Payroll Deduction)	\$324.50
1/6/2018	49162	Home Depot Credit Services	Dry Wall Repair (345 Lake Avenue), Electrical Receptacle Tester, Light bulbs, Multi-Purpose Sand (Sakrete)	\$231.26
1/11/2018	49163	Ace Portable Services	Portable Toilet Rental for Lighted Boat Parade	\$392.70
1/11/2018	49164	Allied Administrators for Delta Dental	Delta Dental Insurance	\$2,147.34
1/11/2018	49165	Angie McGraw	Expense Reimbursement for Operations Equipment	\$226.37
1/11/2018	49166	Aqua Safaris	SCUBA Tank Inspection	\$105.00
1/11/2018	49167	ROSATO, ARTHUR	Security Deposit Refund	\$106.60
1/11/2018	49168	AT&T	Telephone	\$293.45
1/11/2018	49169	Bartel Associates, LLC	Presentation on GASB 68	\$2,000.00
1/11/2018	49170	Bay Power Equipment, Inc.	Hydraulic Ram Repair on <i>Squirt</i>	\$6,874.90
1/11/2018	49171	Big Creek	Lumber for J-Dock Restroom and Docks, Water Heater Repair	\$213.99
1/11/2018	49172	Blake Anderson	2018 Medical Expense Reimbursement	\$700.00
1/11/2018	49173	Bow Wow Pet Waste Products	Pet Waste Station Bags	\$261.53
1/11/2018	49174	BSD Of Santa Cruz	<i>Almar</i> Maintenance - Bottom Paint	\$4,709.00
1/11/2018	49175	CAINE, ROBERT	Security Deposit & Credit Balance Refund	\$320.54
1/11/2018	49176	California Department of Tax and Fee Administration	Underground Storage Tank Maintenance Fee	\$632.62
1/11/2018	49177	Capitola Pump Company, Inc.	Pump for <i>Twin Lakes</i>	\$346.62
1/11/2018	49178	Carpi Clay & Smith	Washington Representation	\$800.00
1/11/2018	49179	Central Home Supply	J-Dock Shower Remodel Supplies	\$187.99
1/11/2018	49180	Comcast	Business Internet Service	\$241.12
1/11/2018	49181	County of Santa Cruz Auditor	Citation Tax (November 2017)	\$1,731.50
1/11/2018	49182	Crestor, Inc.	2018 Annual Parking & Launch Stickers	\$990.00
1/11/2018	49183	Darco Printing & Paper	Printing	\$69.53
1/11/2018	49184	SIEBURG, DAVID	Security Deposit Refund	\$410.00
1/11/2018	49185	EKERS, ROGER	Security Deposit Refund	\$242.88
1/11/2018	49186	Elevator Service Company	Elevator Contract Service (\$218.40 Tenant Reimbursable)	\$420.00
1/11/2018	49187	Fastenal Company	Wrenches, Cutting Wheels, Grease Fittings	\$266.29
1/11/2018	49188	FedEx	Shipping	\$30.08
1/11/2018	49189	Ferguson Enterprises, Inc.	Water Heater for 2222 East Cliff Drive	\$415.67

1/11/2018	49190	Geo. H. Wilson, Inc.	2" Check Valve for Dredge	\$232.17
1/11/2018	49191	Grainger	Lubricant, pH Electrode & Supplies, Gloves, First Aid Supplies	\$465.25
1/11/2018	49192	Gsolutionz	Phone System Lease	\$199.99
1/11/2018	49193	Independent Electric Supply, Inc.	Fish Tape Leader	\$252.22
1/11/2018	49194	Jada Broadcasting	Boating Safety Public Service Announcement	\$299.00
1/11/2018	49195	Kevin King	2018 Medical Expense Reimbursement	\$700.00
1/11/2018	49196	LESSIN, ERIC	Security Deposit Refund	\$57.97
1/11/2018	49197	Matheson Tri-Gas, Inc.	Welding Supplies	\$459.42
1/11/2018	49198	Matt Kerkes	2018 Medical Expense Reimbursement	\$700.00
1/11/2018	49199	McMaster-Carr Supply Company	Wall-Mount Reel for Hose, Tube Fittings, Gauge for <i>Squirt</i> , Control Cable for <i>Twin Lakes</i>	\$671.22
1/11/2018	49200	Mesiti-Miller Engineering, Inc.	Consulting Services - Aldo's Seawall Design & Engineering Services and 7th and Brommer Project	\$8,257.00
1/11/2018	49201	Mid County Auto Supply	Oil Filters, Battery Charger for Parking Meter	\$125.36
1/11/2018	49202	Mission Uniform Service	Uniform Cleaning	\$362.73
1/11/2018	49203	Monterey Bay Marine	Water Taxi Engine Service	\$1,011.61
1/11/2018	49204	Murrer Certified Inspections	Building Inspection - 333 Lake Avenue	\$1,200.00
1/11/2018	49205	Nick Gullo	Mileage Expense Reimbursement (Crane Certification Training)	\$174.02
1/11/2018	49206	Niki Rothwell	2018 Medical Expense Reimbursement	\$700.00
1/11/2018	49207	Flyers Energy, LLC	Fuel for Beach Equipment	\$1,158.59
1/11/2018	49208	Pacific Crest Engineering, Inc.	Consulting Services - Boatyard and Maintenance Yard SWPPP	\$2,012.50
1/11/2018	49209	Palace Art & Office Supply	Office Supplies	\$139.50
1/11/2018	49210	Peterson	Breathers, Flanges, Gaskets	\$423.28
1/11/2018	49211	West Marine Pro - 407990	Rearm Kits for PFDs, VHF Speaker for <i>Squirt</i> , Handheld VHF Radios	\$677.60
1/11/2018	49212	GILLES, KAY	Security Deposit Refund	\$103.80
1/11/2018	49213	Riverside Lighting & Electric	Light bulbs	\$149.15
1/11/2018	49214	Royal Wholesale Electric	Wall Lights, Electrical Supplies	\$379.21
1/11/2018	49215	Santa Cruz County Weights & Measures	Annual Permit Weights/Measures	\$184.40
1/11/2018	49216	Sean Rothwell	2018 Medical Expense Reimbursement	\$700.00
1/11/2018	49217	Silver & Katz	Union Representation (Payroll Deduction)	\$245.00
1/11/2018	49218	California State Water Resources Control Board	Pile Repair & Replacement Project Permit Fee	\$840.00
1/11/2018	49219	Superior Alarm Company	Alarm Monitoring	\$207.00

1/11/2018	49220	Supply Works	Janitorial Supplies	\$949.47
1/11/2018	49221	Timothy Petrick	2018 Medical Expense Reimbursement	\$700.00
1/11/2018	49222	Tonia Misenti	2018 Medical Expense Reimbursement	\$700.00
1/11/2018	49223	Uline	Bulletin Boards	\$166.81
1/11/2018	49224	Verizon Wireless	Cell Phone & Tablet Service	\$302.72
1/11/2018	49225	Watsonville Grading & Excavation	Parking Lot Paving	\$25,000.00
1/11/2018	49226	Zee Medical Service Co.	First Aid Supplies	\$91.34
1/11/2018	49227	Comcast	Business Internet Service	\$146.38
1/11/2018	49228	Santa Cruz Municipal Utilities	Utilities	\$16,452.53
1/19/2018	49229	American Messaging	Rescue Pager Service	\$350.85
1/19/2018	49230	Aqua Safaris	SCUBA Tank Inspection	\$587.90
1/19/2018	49231	AT&T	Telephone	\$2,592.23
1/19/2018	49232	Avaya Financial Services	Telephone System Lease	\$337.76
1/19/2018	49233	LEITES, BARBARA	Security Deposit Refund	\$108.74
1/19/2018	49234	Bayside Oil II, Inc.	Waste Oil Removal, Oil Absorbent Pads	\$706.75
1/19/2018	49235	Big Creek	Lumber for J-Dock Shower Remodel	\$264.56
1/19/2018	49236	MCFARLAND, BRUCE	Security Deposit Refund	\$224.70
1/19/2018	49237	Byte Technology	Website Hosting Services	\$200.00
1/19/2018	49238	Christopher Sengezer	2018 Medical Expense Reimbursement	\$700.00
1/19/2018	49239	Clean Team Associates	Hazmat Disposal	\$942.21
1/19/2018	49240	Compass Bank	Interest & Principal Non-Taxable Loan, Fee on Unused Credit Line (2 Months - \$833.33)	\$584,344.95
1/19/2018	49241	Complete Mailing Service	Mailing of Parking Sticker Notice	\$1,271.27
1/19/2018	49242	Computer Technical Specialists, Inc.	Email Scanning & Backup Services, Annual Firewall Subscription	\$1,316.82
1/19/2018	49243	Crystal Springs Water Co.	Drinking Water for Boatyard	\$64.00
1/19/2018	49244	Data Ticket, Inc.	Citation Processing	\$300.00
1/19/2018	49245	SANDERS, DAVID	Security Deposit Refund	\$418.68
1/19/2018	49246	Dredging Supply Company, Inc.	Spare Parts for <i>Twin Lakes</i>	\$16,764.44
1/19/2018	49247	First Alarm Security & Patrol, Inc.	Security Patrol	\$5,505.36
1/19/2018	49248	Garda CL West, Inc.	Deposit Courier Services	\$231.48
1/19/2018	49249	GP Crane & Hoist	Boatyard Travelift Repairs	\$679.19

1/19/2018	49250	Hub Parking Technology	Parking Gate Arm Repair	\$731.20
1/19/2018	49251	Jason Laine	2018 Medical Expense Reimbursement	\$700.00
1/19/2018	49252	CHENEY JR., JOHN	Credit Balance & Security Deposit Refund	\$398.30
1/19/2018	49253	Josh Wagoner	2018 Medical Expense Reimbursement	\$700.00
1/19/2018	49254	MCCANN, LAURIE	Security Deposit Refund	\$47.00
1/19/2018	49255	Long Distance Consolidated Billing	Long Distance Telephone	\$86.07
1/19/2018	49256	JACKSON, MARTIN	Security Deposit & Key Deposit Refund	\$333.75
1/19/2018	49257	ENGSTROM, MICHAEL	Security Deposit Refund	\$348.90
1/19/2018	49258	Mid County Auto Supply	Hydraulic Oil	\$163.34
1/19/2018	49259	PRUGER, MIKE	Expense Reimbursement for Santa Claus Suit (Santa at the Harbor Event)	\$112.77
1/19/2018	49260	Mission Uniform Service	Uniform Cleaning	\$163.96
1/19/2018	49261	National Marine Electronics Association	Annual Subscription	\$175.00
1/19/2018	49262	Pacific Gas & Electric Company	Utilities	\$13,655.07
1/19/2018	49263	Palace Art & Office Supply	Office Supplies	\$75.52
1/19/2018	49264	Peterson	Engine Valves for <i>Twin Lakes</i>	\$246.00
1/19/2018	49265	JENSEN, RICHARD	Security Deposit Refund	\$364.32
1/19/2018	49266	Scott Rouhier	2018 Medical Expense Reimbursement	\$700.00
1/19/2018	49267	Ryan Stephenson	2018 Medical Expense Reimbursement	\$700.00
1/19/2018	49268	Santa Cruz Municipal Utilities	Utilities	\$3,478.00
1/19/2018	49269	SC Fuels	Gasoline & Diesel for Fuel Dock	\$19,843.58
1/19/2018	49270	JONES, SONDRRA	Security Deposit Refund	\$459.00
1/19/2018	49271	Svendson's Boat Works	Boatyard Retail Items	\$393.71
	49272	VOIDED CHECK		
1/19/2018	49273	STROUD, TOM	Security Deposit & Key Deposit Refund	\$376.25
1/19/2018	49274	UNUM Life Insurance Co. of America	Life, LTD & AD&D Insurance	\$939.68
1/19/2018	49275	US Relay	Monthly Webcam Service (2 Cameras)	\$484.00
1/19/2018	49276	West Marine Pro	Boatyard Retail Items	\$11.38
1/23/2018	49277	California State Disbursement Unit	Wage Garnishment (Payroll Deduction)	\$250.00
1/26/2018	49278	DESALVO, ALLAN	Key Deposit Refund	\$40.00
1/26/2018	49279	AT&T	Telephone	\$1,646.49
1/26/2018	49280	Christopher Sengezer	Training Expense Reimbursement (Pipe Fusing Training for 5 Employees)	\$75.00

1/26/2018	49281	Comcast	Business Internet Service	\$52.11
1/26/2018	49282	SILVA, CONNIE	Key Deposit Refund	\$40.00
1/26/2018	49283	Crow's Nest Restaurant	1/2 Concession Lot Garbage & Compactor Lease	\$2,364.34
1/26/2018	49284	KAHO'ALI'I, DARELL	Citation Refund	\$49.00
1/26/2018	49285	Doctors on Duty	Pre-Employment Physical Examination	\$29.50
1/26/2018	49286	RIBEIRO, FRANK	Purchase of Line (1,000 FT)	\$1,000.00
1/26/2018	49287	RICHARDS, GRAHAM	Key Deposit Refund	\$40.00
1/26/2018	49288	Hub Parking Technology	Concession Parking Lot Gate Arm Repair	\$358.30
1/26/2018	49289	Jordan Rank	2018 Medical Expense Reimbursement	\$700.00
1/26/2018	49290	Lexipol LLC	Law Enforcement Policy Manual Annual Subscription	\$3,365.00
1/26/2018	49291	MANNING, STAN	Key Deposit Refund	\$20.00
1/26/2018	49292	Pacific Gas & Electric Company	Utilities	\$15,086.95
1/26/2018	49293	Santa Cruz Municipal Utilities	Utilities	\$2,135.22
1/26/2018	49294	MISER, SCOTT	Key Deposit Refund	\$20.00
1/26/2018	49295	Staples	1099 Tax Forms	\$119.88
1/26/2018	49296	Valero Marketing & Supply Company	Fuel for Fleet Vehicles	\$1,446.92
1/31/2018	EFT	CalPERS	CalPERS Retirement Unfunded Liability	\$15,255.54
1/31/2018	EFT	CalPERS	Health Insurance Premiums	\$27,793.39
1/31/2018	EFT	Paychex	Payroll Fees	\$1,621.94
1/31/2018	EFT	Bankcard	Credit Card Processing	\$2,673.00
1/31/2018	EFT	Paychex	Payroll Taxes	\$68,086.67
		January 2018 Disbursements		\$923,274.93
		January 2018 Payroll		\$142,520.70
		Total January 2018 Disbursements		\$1,065,795.63



Harbormaster's Report
 Regular Public Session of February 27, 2018

Boatyard Report:

Service	Jan 18'	Dec 17'	Nov '17
Haul outs	19	10	11
Hang in straps	5	6	9
Haul from water onto trailer	0	0	0
Splash	15	9	12
To/From Trailer	3	1	1
Crane Ops	3	2	0
Masts	0	0	0
Trailer Boats (No Lift)	0	0	0

The wire ropes were replaced on the Travelift.

Harbor Activities/Events/News:

Heavy Surf and Swell

On January 18, 2018, the harbor experienced a high surf and swell event. The north harbor was particularly impacted, with swells reaching up to four feet high. The harbor sustained significant damage, which included damage to the power pedestal on W-Dock, the G-Dock main walkway whaler, and W-Dock cleats. Approximately five vessels sustained damage as well. No injuries were reported.

Staff was quick to respond, and several boaters in the area assisted Harbor Patrol in securing dock lines. Rescue swimmers and State Parks Lifeguards responded and actively assisted harbor staff during the swell event.

Tsunami Watch

On January 23, 2018, at approximately 2:00 AM, the National Tsunami Warning Center (NTWC) issued a tsunami watch after a major earthquake struck off the coast of Alaska. Staff responded and initiated an incident command system. Staff was divided into teams, each managing different priorities.

Staff notified tenants and slip renters of the watch via email blasts and actively ensured that liveboards were advised. Netcom was informed and prepared to dispatch additional resources to the harbor. Various other safety precautions were initiated, which included: preparation of the Travelift for hauling *Almar*, complete closure of the fuel dock, and the addition of safety equipment at various locations throughout the harbor.

At approximately 4:15 AM, the NTWC cancelled the tsunami advisory.

Safety Presentation

Harbor Patrol participated in a safety presentation for Outrigger Santa Cruz. Topics presented included: flotation devices, navigation lights, sound signaling devices, visual distress signals, harbor entrance channel conditions, medical emergencies, and beach launching hazards.

Training

During the past month, Harbor staff participated in the following training:

5150 Welfare and Institutions Code Training

Our newest Reserve Deputy Harbormaster successfully completed a mandatory training on mental health evaluation and holds. Topics included; probable cause, what constitutes a danger to self and others, children's civil commitments, local facility and demographic information, medical clearance, personal property, transportation, and the Santa Cruz County Behavioral Health Center resources.

Fuel Dock Training

Operations staff participated in a fuel dock training, which focused on opening and closing procedures and prokey operation.

Communication Breakdown Course

Staff participated in a communications course, which focused on effective communication skills.

Fuel Prices

Unleaded	\$3.99
Diesel	\$3.29
Commercial Diesel	\$3.10



Facilities and Engineering Manager's Report

Public Meeting of February 27, 2018

Dredge Operations

North Harbor Dredging

Crews replaced the pilot bearing on *Squirt's* Rockford Power Take Off (PTO). Crews noticed the PTO getting loud and not fully disengaging, so the decision was made to remove the PTO and begin troubleshooting. Once the PTO was removed, it was discovered that the pilot bearing was in poor condition, so crews replaced the pilot bearing, restored the bellhousing and adjusted the clutches.

Crews have made significant progress deepening the X-J channel and are now moving north toward the culvert area. Crews have completed dredging fine grain material (less than 80% sand), in the X/J channel and berthing areas, which is permitted through February 28, 2018. North harbor dredging of coarse-grained material (greater than 80% sand), is permitted through April 30, 2018.

Entrance Dredging

Crews successfully addressed the sand that was deposited in the entrance channel during the high surf and swell event in January. Despite swell activity, the crew has successfully maintained an open channel with navigable depths.

Pipeline

Crews fabricated a new 90 degree elbow for the west discharge pipeline. The existing elbow rusted out, which eliminates the offshore disposal option. Crews fabricated and installed the new pipeline in two days.

Maintenance

Clean Marina Inspection

Santa Cruz Harbor successfully passed the inspection needed to maintain its status as a Certified Clean Marina. Santa Cruz Harbor was first certified on December 4, 2007, re-certification occurs on a five year basis.

Storm Surge

Crews responded to the high surf and swell event in January, which caused minor damage to docks and infrastructure. Crews assisted Harbor Patrol in securing dock lines and removing debris from the water. Crews have since completed repairs to all docks and are working to repair electrical and water lines on the docks that sustained damage.

Water Main

Crews repaired a broken water main located between R-Dock and S-Dock. Crews excavated and replaced the damaged water pipeline and ordered new Christy concrete enclosures that will be installed upon arrival.

Miscellaneous

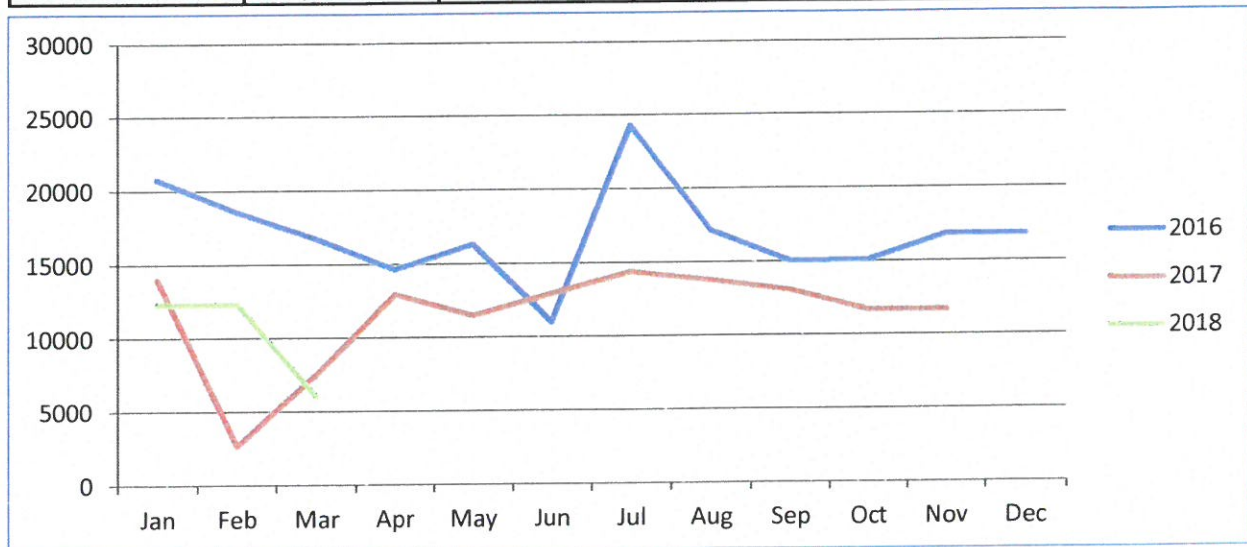
Classic Car Show 2018

The 5th annual classic car show is scheduled for Sunday, October 14, 2018. Expect another great show this year with cool cars, fun, great food, and live music!

Santa Cruz Port District
60 DAY DELINQUENT ACCOUNTS

The following accounts have balances 60 days delinquent as of February 21, 2018.

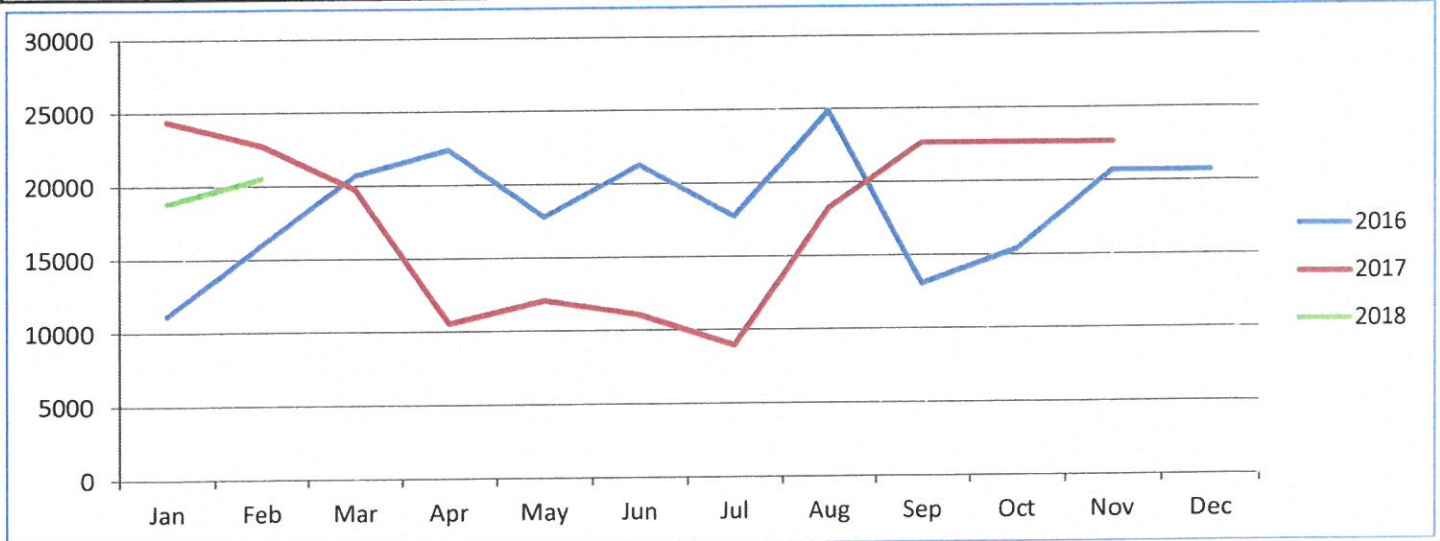
Account Number	Current Month	30 Day Balance	60 Day Balance	90 Day Balance	Total Balance
3083	265.70	271.40	218.89	0.00	755.99
55956	219.61	218.01	216.42	0.00	654.04
56177	189.65	188.30	186.95	0.00	564.90
47492	439.78	439.63	44.07	0.00	923.48
56187	69.99	69.62	32.83	0.00	172.44
20132	429.65	429.62	28.13	0.00	887.40
2054	141.64	141.64	25.00	0.00	308.28
2097	442.97	439.52	25.00	0.00	907.49
45853	404.33	410.60	25.00	0.00	839.93
Total:	2,603.32	2,608.34	802.29	0.00	6,013.95



Santa Cruz Port District
90+ DAY DELINQUENT ACCOUNTS

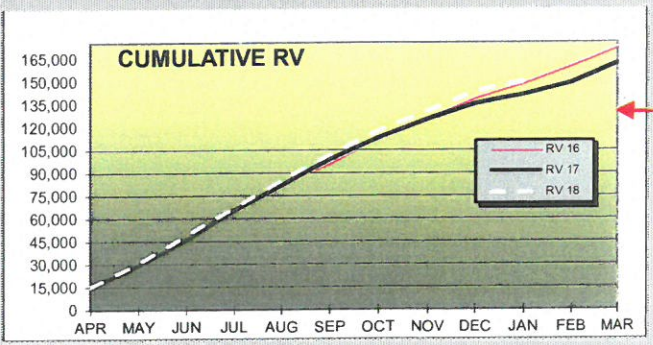
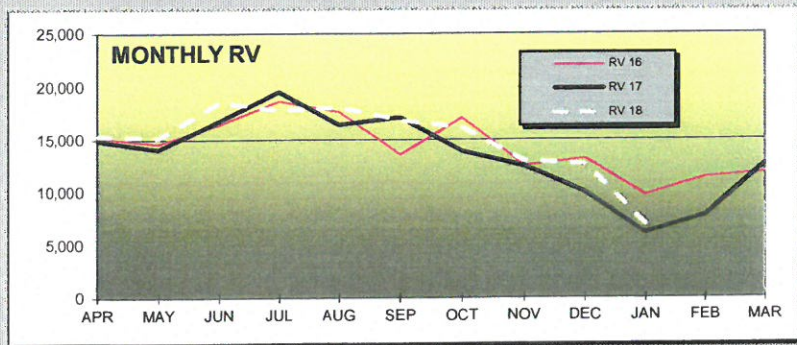
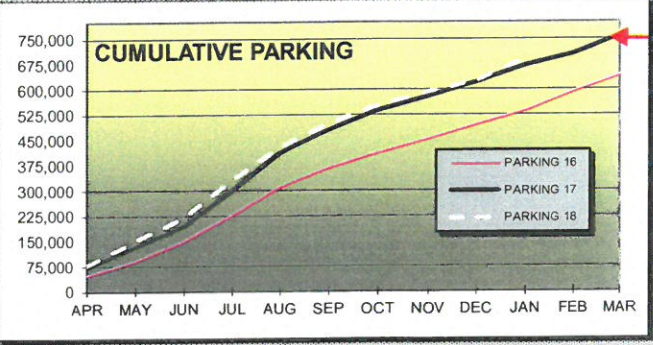
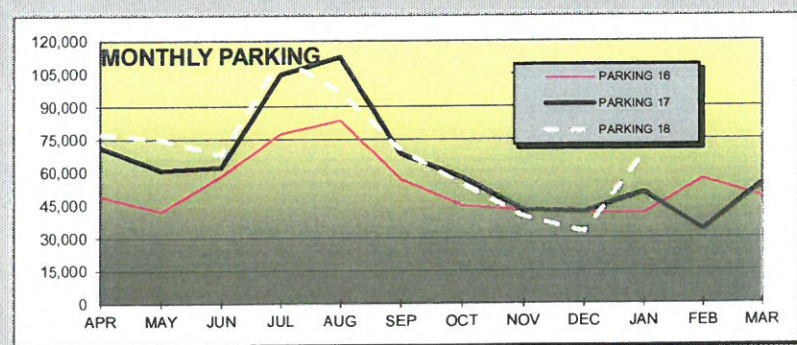
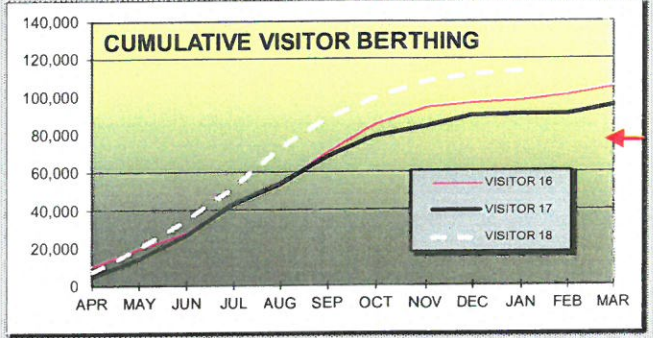
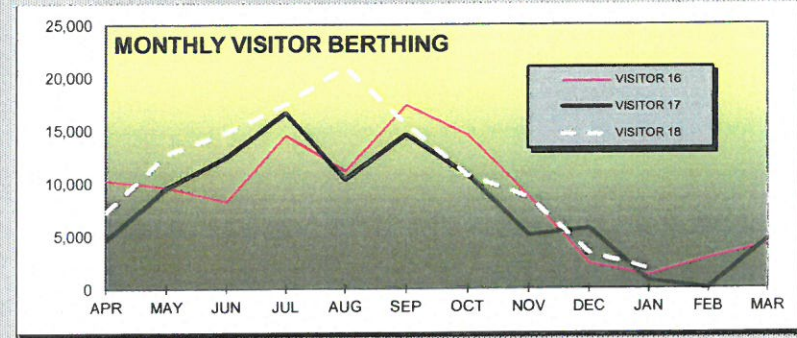
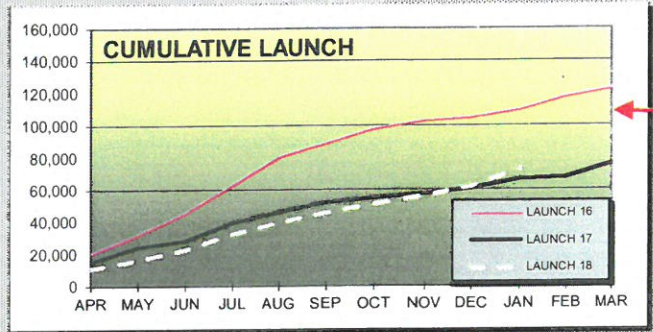
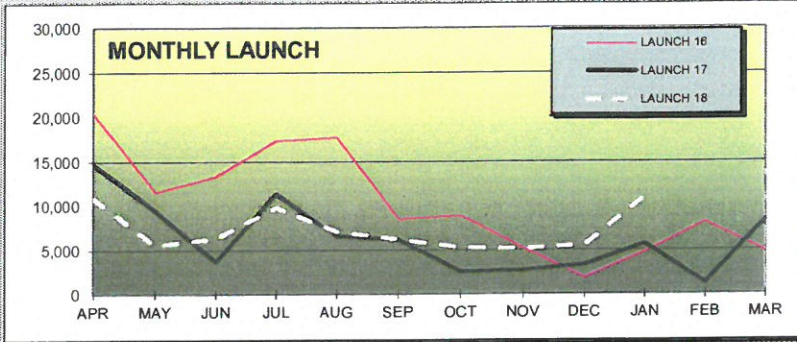
The following accounts have balances 90 days delinquent or greater as of February 21, 2018.

Account Number	Current Month	30 Day Balance	60 Day Balance	90+ Day Balance	Total Balance	Commercial Slip	Action
2862	661.98	721.80	657.20	655.52	2,696.50		Revoke 2/28/17
2434	0.00	0.00	0.00	2,321.61	2,321.61	X	Bad Debt
42719	40.37	25.00	40.37	2,045.58	2,151.32		Bad Debt
3529	447.05	543.60	440.14	100.00	1,530.79		Revoke 2/28/17
56146	257.88	356.00	258.80	535.33	1,408.01		Revoked / Liened
48376	333.48	330.97	328.47	325.96	1,318.88		Revoke 2/28/17
2883	327.99	425.52	323.05	211.00	1,287.56		Revoke 2/28/17
48794	34.08	34.08	0.00	1,215.58	1,283.74		Revoked / Liened
56820	0.00	0.00	0.00	1,235.50	1,235.50		Bad Debt
2007	31.62	131.62	31.62	942.28	1,137.14		Revoked / Liened
3272	0.00	0.00	0.00	731.64	731.64		Bad Debt
56994	85.24	84.76	84.28	276.86	531.14		Revoked / Liened
56894	0.00	0.00	0.00	528.53	528.53		Bad Debt
48463	0.00	0.00	82.10	437.01	519.11		Bad Debt
55153	84.76	84.28	83.79	166.14	418.97		Revoked / Liened
55172	0.00	0.00	28.13	373.07	401.20		Bad Debt
56716	0.00	0.00	0.00	349.36	349.36		Bad Debt
57114	0.00	0.00	87.70	184.72	272.42		Bad Debt
48692	0.00	0.00	0.00	209.50	209.50		Bad Debt
57054	0.00	0.00	0.00	192.24	192.24		Bad Debt
TOTAL:	2,304.45	2,737.63	2,445.65	13,037.43	20,525.16		



SEASONAL INCOME

FY18 Budget ←





TO: Port District Commission
FROM: Latisha Marshall, Harbormaster
DATE: February 7, 2018
SUBJECT: Crime/Incident/Citation Report January 2018

Crime Reports, Assists Outside Department and Incident Reports:

- 01/07/18 Harbor Patrol arrested a subject for an outstanding warrant in the area of U-Dock. Harbor Patrol transported the subject to county jail without further incident.
- 01/13/18 Harbor Patrol took an incident report after an unattended camp fire was discovered in the area of the 7th and Brommer overflow parking lot. Harbor Patrol extinguished the fire and conducted a search of the area. No suspect information is available.
- 01/20/18 Harbor Patrol arrested a subject for public intoxicated in the area of AA-Dock. The subject was transported to the County's sobering center without further incident.
- 01/24/18 Harbor Patrol took an incident report after a harbor concessionaire received several harassing phone calls, while at work.
- 01/27/18 Harbor Patrol responded to a report of an intoxicated subject who fell and sustained a head injury at a harbor business. The subject was transported to Dominican Hospital via ambulance for treatment.
- 01/28/18 Harbor Patrol took an accident report after a sailing vessel ran aground while transiting the harbor entrance. Harbor Patrol remained on scene until Tow Boat U.S. arrived and towed the sailboat back to the harbor. No injuries were reported.

Search/Rescue/Recovery:

- 01/01/18 Harbor Patrol responded to a report of a swimmer in distress in the area of Manresa State Beach. Prior to Harbor Patrol's arrival, the fire department assisted the subject safely to shore, and the call was cancelled.
- 01/02/18 Harbor Patrol responded to a report of a subject threatening to jump off Santa Cruz Wharf. Once on scene, the subject surrendered, and the call was cancelled.
- 01/15/18 Harbor Patrol responded to a report of a surfer in distress in the area of Steamer's Lane. Prior to Harbor Patrol's arrival, a nearby surfer assisted the subject safely to shore, and the call was cancelled.

- 01/18/18 Harbor Patrol responded to a report of a swimmer in distress after a subject had jumped off of Santa Cruz Wharf. Harbor Patrol assisted the subject on to the *Almar* patrol boat and transported the subject to the harbor without further incident.
- 01/18/18 Harbor Patrol responded to a report of two surfers in distress in the area of the Capitola Beach. Rescue swimmers assisted the two subjects on to the *Almar* patrol boat. Harbor Patrol transported the subjects to the harbor without further incident. No injuries were reported.
- 01/18/18 Harbor Patrol responded to a report of a stand-up-paddler in distress in the area of Privates Beach. Rescue swimmers assisted the subject on to the *Almar* patrol boat. Harbor Patrol transported the subject to the harbor without further incident. No injuries were reported.
- 01/18/18 Harbor Patrol responded to a report of a missing surfer in the area of 38th Avenue. While conducting a search of the area, the missing surfer was discovered safely on shore. No injuries were reported.
- 01/18/18 Harbor Patrol responded to a report of a surfer in distress in the area of Steamer's Lane. Once on scene, it was discovered that the surfer was not in distress, and the call was cancelled.
- 01/19/18 Harbor Patrol responded to a report of a surfer in distress in the area of Natural Bridges. Prior to Harbor Patrol's arrival, the subject self-rescued, and the call was cancelled.

January Parking Citations: 86

From: David Doolin <ddoolin@PPandCo.com>
Sent: Tuesday, February 06, 2018 5:08 PM
To: SCPD
Subject: Yacht Harbor Safety

Commissioners

I run on the Yacht Harbor 3 to 4 days per week between 5:30 to 6:30 in the morning. I do so because I have always felt that the harbor was an oasis of safety in the Santa Cruz Area. Every morning I would see the Harbor Patrol driving around and on the rare occasion that there was an issue they cleared it out right away. That has all changed in the last few months. I almost never see a Patrol driving the Harbor at that time in the morning and almost every day now I see someone sleeping in the Harbor (today it was under the overpass on the south side, last week it was below the secret garden on the north side. I also have seen much more traffic of transients walking out of Arana Gulch and by the main entrance. I think all of this can be eliminated if you reinforce an emphasis on getting the patrols out of the office and in to their trucks in the morning. I am more than happy to walk or run with any of you on any morning to show you what I mean. Thanks for your consideration

David Doolin, Partner
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San Jose, CA 95113
DDoolin@ppandco.com
Tel: 408.287.7911
Cell: 650.400.0993
Fax: 408.297.7836
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This email has been scanned by the Symantec Email Security.cloud service.
For more information please visit <http://www.symanteccloud.com>

From: Latisha Marshall
Sent: Tuesday, February 20, 2018 2:36 PM
To: ddoolin@PPandCo.com
Subject: harbor safety

Mr. Doolin:

Thank you for writing to the Port District. Your email has been shared with staff and Harbor Patrol has been conducting extra checks in high risk areas where campers are commonly found. Staff are very pro-active in immediately addressing issues involving campers, loiterers, trespassers and those who violate harbor curfew.

Port Commission Review Calendar 2018-19

2018

January-March

- ✓ Committee assignments for 2018
- ___ Sea Scouts' bi-annual report
- ___ Slip vacancy bi-annual report / waiting list statistics
- FY 19 Budget
- Review 5-year CIP
- ✓ Ethics Training Update
- Form 700 Filing (due by 03/31 each year)

April-June

- Intero lease exp. 5/31/18 (no option)
- ___ Dredge Report 2017-18
- ___ 2017 Vessel Use List Review

July-September

- ___ Review of O'Neill Sea Odyssey slip rent reduction / charter fee. PC action of 07/07
- ___ Sea Scouts' bi-annual report
- ___ Slip vacancy bi-annual report / waiting list statistics
- ___ Review / amend conflict of interest code

October-December

- ___ Annual review of business use of slips
- ___ Ethics training (Dec 2018)
- ___ Port Commission officers for 2019
- ___ Update on Murray Street Bridge Project
- ___ Biennial Update to Conflict of Interest Code

Committee Review Items (timeline not specified)

- ___ Review sublet fee structure, partnership fee structure, vessel use list and monthly end-tie rates (Business-Finance Committee)
- ___ Review of vessel use list policies (Policy/Operations Committee)
- Discuss insurance requirements for licensees (Policy/Operations Committee) review complete; future public workshop to be scheduled

2019

January-March

- ___ Committee assignments for 2019
- ___ Sea Scouts' bi-annual report
- ___ Slip vacancy bi-annual report / waiting list statistics
- ___ FY 20 Budget
- ___ Review 5-year CIP
- ___ Ethics Training Update
- ___ Form 700 Filing (due by 03/31 each year)
- ___ Bi-annual Anti-Harassment/Anti-Discrimination Training

April-June

- ___ Dredge Report 2018-19
- ___ Vessel Use List Review

July-September

- ___ Review of O'Neill Sea Odyssey slip rent reduction / charter fee. PC action of 07/07
- ___ Sea Scouts' bi-annual report
- ___ Slip vacancy bi-annual report / waiting list statistics

October-December

- ___ Annual review of business use of slips
- ___ Port Commission officers for 2020
- ___ Nexus Wealth Advisors lease exp. 11/30/19 (2) 3 year options

Future Calendar

- ABC End-Tie review after Murray Street Bridge Retrofit

Updated 11/20/17
Progress/CommissionReviewCalendar-2017.doc

Key

- ___ Pending
- In process
- ✓ Done