



(2)

BPC Policy No. 130

SUBJECT: MAJOR MAINTENANCE PROGRAM

PURPOSE: To establish a policy for the orderly maintenance of the capital assets of the San Diego Unified Port District (District) through a Major Maintenance Program Policy.

PREAMBLE: The District has a responsibility to provide for the orderly maintenance of the lands and capital assets under its jurisdiction for the execution of its responsibilities under the State of California Tidelands Trust obligations. Each area of tidelands within the District's jurisdiction offers different kinds of assets, function and value; accordingly, there exist different cost levels of and justifications for maintenance for real estate, maritime, recreation and conservation assets.

The District, therefore, establishes this Major Maintenance Policy for the purpose of improving its Major Maintenance process and results, to streamline project selection and funding process, and to address the repair, operation, maintenance or development of District infrastructure and facilities.

Major Maintenance is distinguished from routine operational maintenance in that Major Maintenance replaces or restores an asset to an improved condition, typically through a public works contract and may require an engineering design or technical evaluation prior to commencement of work.

Major Maintenance Program Approval Process:

Projects recommended for Major Maintenance funding are primarily derived from the District's Asset Management Program which utilizes a systematic process to assess and optimally manage physical assets. District staff will review the project list on an annual basis each January and February, to determine staff capacity and available funding.

Staff recommendations will be formulated, and then submitted with a final selection and funding recommendation for consideration during the Preliminary Budget Workshop.

Major Maintenance Actions that require Board Approval:

The Major Maintenance project list and budget, once approved by the Board, shall constitute Board direction regarding staff administration of the program. Throughout the year, the following actions require Board approval:

- Recommendations for deferral or cancellations of approved projects;
- Recommendations for any new Major Maintenance projects which exceed \$175,000 in total cost and were not included in the Board approved project list, require approval in compliance with BPC Policy No. 080, Unplanned

Work Consideration and BPC Policy No. 090, Transfer Between or Within Appropriate Items in Budget. New projects with a total cost equal to or less than \$175,000 require approval of the Executive Director with notification to the Board; the aggregate of such projects may not total more than \$500,000 per fiscal year;

- Recommendations for transfer of funds from one project to another where the amount of the funds transferred exceeds the threshold as defined in BPC Policy No. 090, Transfer Between or Within Appropriated Items in Budget.

Major Maintenance Reporting to the Board:

The Major Maintenance program, once approved by the Board, shall constitute Board direction regarding staff administration of the program. The Executive Director or Designee will update the Board quarterly on the execution of the approved Major Maintenance Program, on a project-by-project basis, through the issuance of a report that will include the following elements:

- Project description, schedule, and budget;
- Status and issues for each project;
- Information concerning actions taken by staff, that did not require Board approval, in the prior quarter;
- Information concerning actions taken in the prior quarter, approved by the Board for deferrals, delays, cancellations, addition of new projects, transfers of funds.

Quarterly reports will be submitted to the Board after the end of each quarter.

RESOLUTION NUMBER AND DATE: 2019-033, dated April 9, 2019 (Supersedes BPC Policy No. 130, Resolution 2016-37, dated March 8, 2016; Resolution 2015-17, dated March 3, 2015; and Resolution 2013-104, dated June 11, 2013)



File #: 2019-0073

DATE: April 9, 2019

SUBJECT: MULTI-YEAR MAJOR MAINTENANCE PROJECT FUNDING

AMENDMENTS TO BOARD OF PORT COMMISSIONERS POLICIES TO INCORPORATE BOARD FEEDBACK REGARDING MAJOR MAINTENANCE MULTI-YEAR FUNDING RECEIVED AT THE MARCH 12, 2019 BOARD MEETING

- A) RESOLUTION APPROVING AN AMENDMENT TO BOARD POLICY NO. 90 - TRANSFER BETWEEN OR WITHIN APPROPRIATED ITEMS
- B) RESOLUTION APPROVING AN AMENDMENT TO BOARD POLICY NO. 130 - MAJOR MAINTENANCE PROGRAM

EXECUTIVE SUMMARY:

At the March 12, 2019 Board meeting, Staff presented a multi-year major maintenance project funding concept. The proposed modifications to Board of Port Commissioners (Board) Policies No. 90 and 130 are to incorporate the Board's feedback staff received regarding multi-year funding.

The transfer of funds between or within appropriated items in the budget is authorized in accordance with Board Policy No. 90. Staff recommends the Board consider modifications regarding the authority to approve the transfer of funds between projects. This will improve management of the program allowing staff to respond to challenges at the project level. Construction spending can vary from forecast as progress is made. By allowing staff to manage at the program level, funds may be reallocated between approved projects throughout the year if expenditures vary from forecast.

The District's Major Maintenance Program is implemented in accordance with Board Policy No. 130. Staff recommends the Board consider modifications regarding the project approval process and roll over of unspent annual project budget. These modifications will transform the Major Maintenance program allowing staff to define a long-term maintenance program, more efficiently execute projects, and commit funding to project completion.

Additional reporting will be provided by staff through a dashboard and future Board presentations.

Staff recommends that the Board approve the amendments to Board Policies No. 90 and 130.

RECOMMENDATION:

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- A) Adopt a resolution approving an amendment to Board Policy No. 90 - Transfer Between and Within Appropriated Items
- B) Adopt a resolution approving an amendment to Board Policy No. 130 - Major Maintenance Program

FISCAL IMPACT:

This proposed Board action has no fiscal impact. The annual budget for the major maintenance program will be approved as part of the District's annual budget process.

COMPASS STRATEGIC GOALS :

This agenda item supports the following Strategic Goal(s).

- A Port that the public understands and trusts.
- A thriving and modern maritime seaport.
- A vibrant waterfront destination where residents and visitors converge.
- A Port with a healthy and sustainable bay and its environment.
- A Port that is a safe place to visit, work and play.

DISCUSSION:

The Major Maintenance program includes complex engineering and construction projects which typically take longer than one fiscal year. On March 12, 2019 a staff presentation was provided to the Board regarding the typical project process, associated funding challenges, and a multi-year funding concept to improve Major Maintenance program execution. Staff received the Board's feedback regarding policy revisions and additional reporting. The proposed resolutions are for policy changes related to the feedback received.

The implementation of a multi-year funding concept will redefine Major Maintenance. The list of projects provided in the budget will be a three-year look ahead. A total project budget will be shown along with recommended fiscal year budget for each project. At the project level, any remaining unspent budget at the end of the fiscal year for individual projects will remain in the respective project until completion. As presented to the Board on March 12, 2019, this change will allow staff to more effectively manage the overall program and respond to challenges at the project level.

In order to implement this change to the major maintenance program staff recommends modifications to Board Policies No. 90 and 130. Modifications are intended to address the transfer of funds, project approval process, reporting, and roll over of unspent project budget from the prior fiscal year.

The transfer of funds between or within appropriated items in the budget is authorized in accordance with Board Policy No. 90 (Attachment A) which was originally approved on June 11, 2013. The proposed modifications apply to the transfer of funds between projects and approval authority

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allowing staff to manage funds at the program level. Construction spending can vary from forecast as progress is made. By allowing staff to manage at the program level, funds may be reallocated between approved projects throughout the year if expenditures vary from forecast. Staff recommends the following:

- Modify the Executive Director's authority to transfer funds between projects
- If the transfer will increase approved project budget greater than \$175,000 or the available program budget, Board approval is required

Staff's recommended modifications to BPC Policy No. 90 are shown in track changes format in Attachment B.

The District's Major Maintenance Program is implemented in accordance with Board Policy No. 130 (Attachment C) which was originally approved on June 11, 2013. Over time, there have been modifications to the policy to improve efficiencies and project delivery. The proposed modifications apply to the project approval process and roll over of unspent funds. These modifications will redefine the Major Maintenance program project approval process and project funding. Staff recommends the following:

- Redefining the project approval process to incorporate the three-year look ahead
- Define how project funds will roll over to future fiscal years and remain with projects until completion, and how this will be reflected in the annual budget process.

Staff's recommended modifications to Board Policy No. 130 are shown in track changes format in Attachment D.

In addition to the proposed policy changes, reporting will be provided by staff in two forms; a dashboard will be developed to provide Board members with one place to find program and project information, and a presentation will be given by staff to inform the Board on program progress.

Staff recommends that the Board approve the amendments to Board Policies No. 90 and 130.

General Counsel's Comments:

The Office of the General Counsel has reviewed and approved this agenda and the proposed resolutions and policy amendment as to form and legality.

Environmental Review:

The proposed Board action, including without limitation, a resolution approving amendments to Board policies to initiate multi-year major maintenance project funding does not constitute an "approval" or a "project" under the definitions set forth in California Environmental Quality Act (CEQA) Guidelines Sections 15352 and 15378 because no direct or indirect changes to the physical environment would occur. CEQA requires that the District adequately assess the environmental impacts of projects and reasonably foreseeable activities that may result from projects prior to the approval of the same. Any project developed as a result of Board's action that requires the District or the Board's discretionary

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approval resulting in a physical change to the environment will be analyzed in accordance with CEQA prior to such approval. CEQA review may result in the District, in its sole and absolute discretion, requiring implementation of mitigation measures, adopting an alternative, including without limitation, a “no project alternative” or adopting a Statement of Overriding Consideration, if required. The current Board direction in no way limits the exercise of this discretion. Therefore, no further CEQA review is required.

In addition, the proposed Board direction or action complies with Sections 21 and 35 of the Port Act, which allow the Board to pass resolutions and to do all acts necessary and convenient for the exercise of its powers. The Port Act was enacted by the California Legislature and is consistent with the Public Trust Doctrine. Consequently, the proposed Board action is consistent with the Public Trust Doctrine.

The proposed Board action does not allow for “development,” as defined in Section 30106 of the California Coastal Act, or “new development,” pursuant to Section 1.a. of the District’s Coastal Development Permit (CDP) Regulations because they will not result in, without limitation, a physical change, change in use or increase the intensity of uses. Therefore, issuance of a Coastal Development Permit or exclusion is not required. However, development within the District requires processing under the District’s CDP Regulations. Future development, as defined in Section 30106 of the Coastal Act, will remain subject to its own independent review pursuant to the District’s certified CDP Regulations, PMP, and Chapters 3 and 8 of the Coastal Act. The Board’s direction or action in no way limits the exercise of the District’s discretion under the District’s CDP Regulations. Therefore, issuance of a CDP or exclusion is not required at this time.

Equal Opportunity Program:

Not applicable.

PREPARED BY:

Christopher McGrath
Program Manager, Engineering-Construction

Attachment(s):

Attachment A: Board Policy No. 90 - Transfer Between or Within Appropriated Items
Attachment B: AMENDED - Board Policy No. 90 - Transfer Between or Within Appropriated Items
Attachment C: Board Policy No. 130 - Major Maintenance Program
Attachment D: AMENDED - Board Policy No. 130 Major Maintenance Program



(3)

San Diego Unified Port District
Document No. **64536**
Filed **FEB 25 2016**
Office of the District Clerk

BPC Policy No. 090

SUBJECT: TRANSFER BETWEEN OR WITHIN APPROPRIATED ITEMS IN BUDGET

PURPOSE: To establish a policy for the transfer of amounts between appropriated items in the budget in accordance with Section 86 of the San Diego Unified Port District Act (Act), as well as within appropriated items.

POLICY STATEMENT:

The Act requires the Board of Port Commissioners (Board) adopt an annual budget by ordinance. After the budget is adopted, circumstances may arise that require adjustments by way of transfers between appropriated items in the budget. The Act authorizes the Executive Director to request in writing to the Board for a transfer of amounts from one appropriated item to another in the budget. On the approval of the Board by a two-thirds vote, the Port Auditor will make the transfer. Furthermore, circumstances may arise that require adjustments by way of transfers within appropriated items in the budget. The Act does not set forth when such intra-item transfers require Board approval.

TRANSFER GUIDELINES:

1. Appropriated items are defined as broad categories of budgeted costs within each budget class as follows:

Ordinary Annual Expenses (Class):

Personnel Expenses (appropriated Item)

Non-Personnel Expenses (appropriated Item)

Expense Major Maintenance (appropriated Item)

Capital Outlay (Class):

Capital Improvement Program (CIP) (appropriated Item)

Technology Management Program (TMP) (appropriated Item)

Capital Major Maintenance (appropriated Item)

Equipment Outlay (appropriated Item)

*Clerk's Note: This document supersedes Clerk's Document No. 64142, and corrects the inadvertent omission of language approved by the Board on March 3, 2015.

Prior Indebtedness (Debt Service Principal) (Class)

The entire amount assigned to this class is the appropriated item.

2. The following rules shall be used to determine whether a transfer requires Board approval:

A. Rules for All Transfers:

- Individual transfer amounts may be made in a single transfer or multiple transfers if, in aggregate, they do not exceed the amount authorized.

B. Rules for Transfers Between Appropriated Items or Classes:

- A transfer between classes (e.g., amounts transferred between Ordinary Annual Expenses and Capital Outlay) requires Board approval.
- A transfer between appropriated items requires Board approval.

C. Rules for Transfers Within Appropriated Items:

- Applicable to all appropriated items except CIP, Expense Major Maintenance and Capital Major Maintenance:
 - Transfer of amounts within each appropriated item requires approval of the Executive Director.
- CIP (appropriated item):
 - Board approval is required for any transfers between CIP projects.
 - Transfer amounts between fiscal years within the 5-year CIP approved project budget, requires approval of the Executive Director with notification to the Board.
 - If the transfer amount exceeds the 5-year CIP approved project budget, Board approval is required.
- Capital or Expense Major Maintenance (appropriated items):
 - Transfer amounts to projects related to emergency, safety and health require approval of the Executive Director with notification to the Board.
 - All other transfers involving planned projects within Capital or Expense Major Maintenance require approval of the Executive Director for individual transfer amounts not in excess of \$175,000 with notification to the Board. If individual transfer amounts exceed \$175,000, Board approval is required.

- o All other transfers involving unplanned projects within Capital or Expense Major Maintenance require approval in compliance with BPC Policy No. 080 – Unplanned Work Consideration. Transfers involving unplanned projects with a total cost equal to or less than \$175,000 require approval of the Executive Director with notification to the Board. Board approval is required for transfers involving unplanned projects with total costs in excess of \$175,000, *or in aggregate exceeding \$500,000 per year.
- 3. To ensure compliance with auditing standards, when the Board approves a transfer, the Port Auditor shall make the Board-approved transfer with the understanding that if this activity becomes a part of the District's annual audit plan, it must be reviewed by a party independent of the Port Auditor.

RESOLUTION NUMBER AND DATE: 2015-138, dated October 21, 2015 (Supersedes BPC Policy No. 090, Resolution 2015-17, dated March 3, 2015; and Resolution 2013-109, dated June 11, 2013)

BPC Policy No. 090

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(3)

Filed FEB 25 2016
Office of the District Clerk

BPC Policy No. 090

SUBJECT: TRANSFER BETWEEN OR WITHIN APPROPRIATED
ITEMS IN BUDGET

PURPOSE:

To establish a policy for the transfer of amounts between appropriated items in the budget in accordance with Section 86 of the San Diego Unified Port District Act (Act), as well as within appropriated items.

POLICY STATEMENT:

The Act requires the Board of Port Commissioners (Board) adopt an annual budget by ordinance. After the budget is adopted, circumstances may arise that require adjustments by way of transfers between appropriated items in the budget. The Act authorizes the Executive Director to request in writing to the Board for a transfer of amounts from one appropriated item to another in the budget. On the approval of the Board by a two-thirds vote, the Port Auditor will make the transfer. Furthermore, circumstances may arise that require adjustments by way of transfers within appropriated items in the budget. The Act does not set forth when such intra-item transfers require Board approval. TRANSFER GUIDELINES:

1. Appropriated items are defined as broad categories of budgeted costs within each budget class as follows:

Ordinary Annual Expenses (Class):

Personnel Expenses (appropriated Item)

Non-Personnel Expenses (appropriated Item)

Expense Major Maintenance (appropriated Item)

Capital Outlay (Class):

Capital Improvement Program (CIP) (appropriated Item)

Technology Management Program (TMP) (appropriated Item)

Capital Major Maintenance (appropriated Item)

Equipment Outlay (appropriated Item)

Prior Indebtedness (Debt Service Principal) (Class)

The entire amount assigned to this class is the appropriated item.

2. The following rules shall be used to determine whether a transfer requires Board approval:

A. Rules for All Transfers:

- Individual transfer amounts may be made in a single transfer or multiple transfers if, in aggregate, they do not exceed the amount authorized.

B. Rules for Transfers Between Appropriated Items or Classes:

- A transfer between classes (e.g., amounts transferred between Ordinary Annual Expenses and Capital Outlay) requires Board approval.
- A transfer between appropriated items requires Board approval.

C. Rules for Transfers Within Appropriated Items:

- Applicable to all appropriated items except CIP, Expense Major Maintenance and Capital Major Maintenance:
- Transfer of amounts within each appropriated item requires approval of the Executive Director.
- CIP (appropriated item):
 - Board approval is required for any transfers between CIP projects.
 - Transfer amounts between fiscal years within the 5-year CIP approved project budget, requires approval of the Executive Director with notification to the Board.
 - If the transfer amount exceeds the 5-year CIP approved project budget, Board approval is required.
- Capital or Expense Major Maintenance (appropriated items):
 - Transfer amounts to projects related to emergency, safety and health require approval of the Executive Director with notification to the Board.
 - ~~All other transfers involving planned~~ The transfer of funds between projects within Capital or Expense Major Maintenance require approval of the Executive Director ~~for individual transfer amounts not in excess of \$175,000~~ with notification to the Board. If individual transfer amounts exceed \$175,000 the individual transfer will increase the total approved project budget more than \$175,000 or available program budget, Board approval is required.

- o All other transfers involving unplanned projects within Capital or Expense Major Maintenance approval in compliance with BPC Policy No. 080 — Unplanned Work Consideration. Transfers involving unplanned projects with a total project cost equal to or less than \$175,000 require approval of the Executive Director with notification to the Board. Board approval is required for transfers involving unplanned projects with total costs in excess of \$175,000, *or in aggregate exceeding \$500,000 per year.
3. To ensure compliance with auditing standards, when the Board approves a transfer, the Port Auditor shall make the Board-approved transfer with the understanding that if this activity becomes a part of the District's annual audit plan, it must be reviewed by a party independent of the Port Auditor.

RESOLUTION NUMBER AND DATE: 2015-138, dated October 21, 2015 (Supersedes BPC Policy No. 090, Resolution 2015-17, dated March 3, 2015; and Resolution 2013109, dated June 11, 2013)

BPC Policy No. 090

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(2)

Attachment C to Agenda File No. 2019-0073

BPC Policy No. 130

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SUBJECT: MAJOR MAINTENANCE PROGRAM

PURPOSE: To establish a policy for the orderly maintenance of the capital assets of the San Diego Unified Port District (District) through a Major Maintenance Program Policy.

PREAMBLE: The District has a responsibility to provide for the orderly maintenance of the lands and capital assets under its jurisdiction for the execution of its responsibilities under the State of California Tidelands Trust obligations. Each area of tidelands within the District's jurisdiction offers different kinds of assets, function and value; accordingly, there exist different cost levels of and justifications for maintenance for real estate, maritime, recreation and conservation assets.

The District, therefore, establishes this Major Maintenance Policy for the purpose of improving its Major Maintenance process and results, to streamline project selection and funding process, and to address the repair, operation, maintenance or development of District infrastructure and facilities.

Major Maintenance is distinguished from routine operational maintenance in that Major Maintenance replaces or restores an asset to an improved condition, typically through a public works contract and may require an engineering design or technical evaluation prior to commencement of work.

Major Maintenance Annual Project Approval Process:

Projects recommended for Major Maintenance funding are primarily derived from the District's Asset Management Program which utilizes a systematic process to assess and optimally manage physical assets. District staff will review the project list on an annual basis each January and February, to determine staff capacity and available funding.

Staff recommendations will be formulated, and then submitted as an agenda item to the Board of Port Commissioners (Board) annually in the first quarter of the calendar year with project details included.

The staff submission will include a recommendation for a contingency fund to address emergency projects and emergent Major Maintenance needs. The Board's review and preliminary approval will be conducted at either an annual Major Maintenance Workshop or Board meeting early in the budget preparation cycle so that final selection and funding decisions will be available for the Preliminary Budget Workshop in May or June.

Major Maintenance Actions that require Board Approval:

The Major Maintenance project list and budget, once approved by the Board, shall constitute Board direction regarding staff administration of the program. Throughout the year, the following actions require Board approval:

- Recommendations for deferral or cancellations of approved projects;
- Recommendations for any new Major Maintenance projects which exceed \$175,000 in total cost and were not included in the Board approved annual budget, require approval in compliance with PBC Policy No. 080, Unplanned Work Consideration and BPC Policy No. 090, Transfer Between or Within Appropriate Items in Budget. New projects with a total cost equal to or less than \$175,000 require approval of the Executive Director with notification to the Board; the aggregate of such projects may not total more than \$500,000 per fiscal year;
- Recommendations for transfer of funds from one project to another where the amount of the funds transferred exceeds the threshold as defined in BPC Policy No. 090, Transfer Between or Within Appropriated Items in Budget.

Major Maintenance Reporting to the Board:

The Major Maintenance budget, once approved by the Board, shall constitute Board direction regarding staff administration of the program. The Executive Director or Designee will update the Board quarterly on the execution of the approved Major Maintenance Program, on a project-by-project basis, through the issuance of a report that will include the following elements:

- Project description, schedule, and budget;
- Status and issues for each project;
- Information concerning actions taken by staff, that did not require Board approval, in the prior quarter;
- Information concerning actions taken in the prior quarter, approved by the Board for deferrals, delays, cancellations, addition of new projects, transfers of funds.

Quarterly reports will be submitted to the Board after the end of each quarter.

RESOLUTION NUMBER AND DATE: 2016-37, dated March 8, 2016 (Supersedes BPC Policy No. 130, Resolution 2015-17, dated March 3, 2015; and Resolution 2013-104, dated June 11, 2013)



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BPC Policy No. 130

SUBJECT: MAJOR MAINTENANCE PROGRAM

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PREAMBLE: The District has a responsibility to provide for the orderly maintenance of the lands and capital assets under its jurisdiction for the execution of its responsibilities under the State of California Tidelands Trust obligations. Each area of tidelands within the District's jurisdiction offers different kinds of assets, function and value; accordingly, there exist different cost levels of and justifications for maintenance for real estate, maritime, recreation and conservation assets.

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Major Maintenance is distinguished from routine operational maintenance in that Major Maintenance replaces or restores an asset to an improved condition, typically through a public works contract and may require an engineering design or technical evaluation prior to commencement of work.

Major Maintenance ~~Annual Program Project~~ Approval Process:

Projects recommended for Major Maintenance funding are primarily derived from the District's Asset Management Program which utilizes a systematic process to assess and optimally manage physical assets. District staff will review the project list on an annual basis each January and February, to determine staff capacity and available funding.

Staff recommendations will be formulated, and then submitted ~~as an agenda item to the Board of Port Commissioners (Board) annually in the first quarter of the calendar year with project details included.~~ with a final selection and funding recommendation for consideration during the Preliminary Budget Workshop.

~~The staff submission will include a recommendation for a contingency fund to address emergency projects and emergent Major Maintenance needs. The Board's review and preliminary approval will be conducted at either an annual Major Maintenance Workshop or Board meeting early in the budget preparation cycle so that final selection and funding decisions will be available for the Preliminary Budget Workshop in May or June.~~

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Major Maintenance Reporting to the Board:

The Major Maintenance ~~budget~~ program, once approved by the Board, shall constitute Board direction regarding staff administration of the program.

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Quarterly reports will be submitted to the Board after the end of each quarter.

DRAFT**RESOLUTION 20xx-xxx****RESOLUTION APPROVING AN AMENDMENT TO
BOARD POLICY NO. 90 – TRANSFER BETWEEN OR
WITHIN APPROPRIATED ITEMS**

WHEREAS, the San Diego Unified Port District (District) is a public corporation created by the Legislature in 1962 pursuant to Harbors and Navigation Code Appendix I; and

WHEREAS, the transfer of funds between or within appropriated items in the District's budget is authorized in accordance with Board of Port Commissioners (Board) Policy No. 90; and

WHEREAS, at the March 12, 2019 Board meeting, Staff presented a multi-year major maintenance project funding concept and, based the Board's feedback, Staff proposed modifications to BPC Policy No. 90 regarding the authority to approve the transfer of funds between projects; and

WHEREAS, by allowing staff to manage at the program level, funds may be reallocated between approved projects throughout the year if expenditures vary from forecast; and this will improve management of the program allowing staff to respond to challenges at the project level.

NOW THEREFORE, BE IT RESOLVED that the Board of Port Commissioners of the San Diego Unified Port District, hereby approves the amendment to Board Policy No. 90, a copy of which is on file with the Office of the District Clerk.

APPROVED AS TO FORM AND LEGALITY:
GENERAL COUNSEL

By: Assistant/Deputy

PASSED AND ADOPTED by the Board of Port Commissioners of the San Diego Unified Port District, this 9th day of April 2019, by the following vote:

DRAFT**RESOLUTION 20xx-xxx****RESOLUTION APPROVING AN AMENDMENT TO
BOARD POLICY NO. 130 – MAJOR MAINTENANCE
PROGRAM**

WHEREAS, the San Diego Unified Port District (District) is a public corporation created by the Legislature in 1962 pursuant to Harbors and Navigation Code Appendix I; and

WHEREAS, the District's Major Maintenance Program is implemented in accordance with Board of Port Commissioners (Board) Policy No. 130; and

WHEREAS, at the March 12, 2019 Board meeting, Staff presented a multi-year major maintenance project funding concept and, based the Board's feedback, Staff proposed modifications to Board Policy No. 130 regarding the project approval process and roll over of unspent annual project budget; and

WHEREAS, these modifications will transform the Major Maintenance program allowing staff to define a long-term maintenance program, more efficiently execute projects, and commit funding to project completion.

NOW THEREFORE, BE IT RESOLVED that the Board of Port Commissioners of the San Diego Unified Port District, hereby approves the amendment to Board Policy No. 130, a copy of which is on file with the Office of the District Clerk.

APPROVED AS TO FORM AND LEGALITY:
GENERAL COUNSEL

By: Assistant/Deputy

PASSED AND ADOPTED by the Board of Port Commissioners of the San Diego Unified Port District, this 9th day of April 2019, by the following vote: