

DEPARTMENTS/COST CENTERS

In this section, departments and cost centers are organized alphabetically. Departments include mission, vision, objectives, and current services followed by a detailed list of positions, summary of departmental expense, equipment outlay, and expense budget breakdown. The cost centers include a summary of departmental expense and expense budget breakdown.

(ALPHABETICALLY)

Board of Port Commissioners
Business Information & Technology Services – Dept.
Engineering – Construction – Dept.
Environmental & Land Use Management – Dept.
Financial Assistance
Financial Services – Dept.
General Services & Procurement – Dept.
Government & Civic Relations
Harbor Police – Dept.
Human Resources – Dept.
Maritime – Dept.
Marketing & Communications – Dept.
Miscellaneous Administration Building
MSA, Interest and Other
Office of the District Clerk – Dept.
Port Attorney – Dept.
Port Auditor – Dept.
Real Estate – Dept.
Technology Management Program
Utilities

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Board of Port Commissioners

SUMMARY OF DEPARTMENTAL EXPENSE

	ACTUAL RESULTS FY 12/13	ADJUSTED BUDGET FY 13/14	BUDGET FY 14/15	INC/(DEC) FY 14/15-13/14 BUDGET	% CHANGE
Personnel Expense	\$ -	\$ -	\$ -	\$ -	-
Non-Personnel Expense	164,396	195,700	201,600	5,900	3.0%
Total Direct Expense	\$ 164,396	\$ 195,700	\$ 201,600	\$ 5,900	3.0%
Less: Capitalized Expense	-	-	-	-	-
Equipment Outlay	-	-	-	-	-
TOTAL DEPARTMENTAL EXPENSE	\$ 164,396	\$ 195,700	\$ 201,600	\$ 5,900	3.0%

**Board of Port Commissioners
EXPENSE BUDGET BREAKDOWN**

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL RESULTS FY 12/13	ORIGINAL BUDGET FY 13/14	ADJUSTED BUDGET FY 13/14	BUDGET FY 14/15	CHANGE FROM ADJUSTED	
					dollars	pct
SUBTOTAL: OVERTIME & TEMPS	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
610120 Memberships & Dues MEMBERSHIPS & DUES	\$ -	\$ 200	\$ 200	\$ -	\$ (200)	-100.0%
Total:	\$ -	\$ 200	\$ 200	\$ -	\$ (200)	-100.0%
610140 Seminars & Training SEMINARS & TRAINING	\$ 5,219	\$ 3,000	\$ 3,000	\$ 9,000	\$ 6,000	200.0%
Total:	\$ 5,219	\$ 3,000	\$ 3,000	\$ 9,000	\$ 6,000	200.0%
615100 Mileage Reimbursement MILEAGE REIMBURSEMENT	\$ 56,755	\$ 72,000	\$ 72,000	\$ 60,000	\$ (12,000)	-16.7%
Total:	\$ 56,755	\$ 72,000	\$ 72,000	\$ 60,000	\$ (12,000)	-16.7%
615110 Travel TRAVEL	\$ 39,276	\$ 50,000	\$ 50,000	\$ 51,400	\$ 1,400	2.8%
Total:	\$ 39,276	\$ 50,000	\$ 50,000	\$ 51,400	\$ 1,400	2.8%
620100 Services - Professional & Other SERVICES - PROFESSIONAL & OTHE	\$ 18,563	\$ 33,300	\$ 33,300	\$ 40,000	\$ 6,700	20.1%
Total:	\$ 18,563	\$ 33,300	\$ 33,300	\$ 40,000	\$ 6,700	20.1%
630130 Office & Operating Supplies OFFICE & OPERATING SUPPLIES	\$ 1,734	\$ 800	\$ 800	\$ 1,000	\$ 200	25.0%
Total:	\$ 1,734	\$ 800	\$ 800	\$ 1,000	\$ 200	25.0%
630140 Postage & Shipping POSTAGE & SHIPPING	\$ 303	\$ 1,000	\$ 1,000	\$ 500	\$ (500)	-50.0%
Total:	\$ 303	\$ 1,000	\$ 1,000	\$ 500	\$ (500)	-50.0%
640110 Telephone & Communications TELEPHONE & COMMUNICATIONS	\$ 6,835	\$ 8,400	\$ 8,400	\$ 7,700	\$ (700)	-8.3%
Total:	\$ 6,835	\$ 8,400	\$ 8,400	\$ 7,700	\$ (700)	-8.3%
660110 Promotional Services PROMOTIONAL SERVICES	\$ 31,676	\$ 27,000	\$ 27,000	\$ 30,000	\$ 3,000	11.1%
Total:	\$ 31,676	\$ 27,000	\$ 27,000	\$ 30,000	\$ 3,000	11.1%
660120 Promotional Materials PROMOTIONAL MATERIALS	\$ 4,035	\$ -	\$ -	\$ 2,000	\$ 2,000	N/A
Total:	\$ 4,035	\$ -	\$ -	\$ 2,000	\$ 2,000	N/A
SUBTOTAL: NON-PERSONNEL EXPENSE	\$ 164,396	\$ 195,700	\$ 195,700	\$ 201,600	\$ 5,900	3.0%
GRAND TOTAL:	\$ 164,396	\$ 195,700	\$ 195,700	\$ 201,600	\$ 5,900	3.0%

BUSINESS INFORMATION & TECHNOLOGY SERVICES

Mission Statement

The mission of the Business Information & Technology Services department is to partner with stakeholders to improve business processes by planning and implementing the best information technology solutions available via reliable infrastructure, effective communication, change management, and technically competent staff in current and emerging technologies.

Vision Statement

Strategic partners with our customers; providing innovative and sustainable solutions.

Objectives

- Create and sustain positive relationships with District staff and external stakeholders
- Deliver customer-focused services in an effective, timely, and courteous manner
- Serve as internal consultants to adapt business systems to meet changing service needs
- Function as a strategic arm by leveraging technologies to support District strategic goals and business objectives
- Manage District project priorities to match business goals with appropriate technology solutions and provide increased resource utilization across the organization by matching skills to project needs
- Support departments in enhancing operations through technology
- Provide a reliable and secure information technology environment for all users
- Identify and provide guidance on technology risk management and business system continuity
- Budget, plan, and maintain sustainable and effective technology solutions and services

Current Services

To achieve the Department's Mission and Vision statements, staff is committed to providing the following services:

- Design, implement, and manage enterprise technology solutions and services throughout the District
- Connect strategy and operational requirements with sound business processes and the use of enterprise information systems
- Maximize and leverage the use of business systems in order to optimize the organization's performance
- Project management of technology projects
- Work with the General Services & Procurement department to provide full service procurement and contract management of technology equipment, systems, and services
- Provide cost effective technology equipment, systems, and solutions
- Management of grant-funded technology solutions
- Implementation of a performance-driven, reliable, secure, and stable computing infrastructure to effectively run all business and security systems to include data, voice, video, security, and wireless services
- Partner with departments to capture business requirements and process maps to drive process improvements and utilize to implement technologies that enhance productivity

The Business Information & Technology Services department currently has 29 permanent positions.

Business Information & Technology Services

Convert: 1 Staff Assistant II to Management Analyst

Reclass: 1 Staff Assistant I (Classified) to Executive Assistant I (Unclassified)

PERMANENT POSITIONS

POSITION TITLE	ADJUSTED BUDGET FY 13/14	BUDGET FY 14/15
Business Intelligence Supervisor	1	1
Business Systems Analyst	2	2
Business Systems Supervisor	2	2
Business Systems Technician	1	1
Director, Business Information & Technology Services	1	1
Executive Assistant I (Unclassified)	0	1
GIS Analyst	1	1
Information Systems Supervisor	1	1
Information Technology Security Analyst	1	1
Lead Support Services	1	1
Management Analyst	0	1
Manager, Business Information & Technology Services	1	1
Network Systems Analyst	2	2
Program Manager	1	1
Quality Assurance Technician	1	1
Senior Applications Developer	1	1
Senior Business Intelligence Analyst	1	1
Senior Business Systems Analyst	2	2
Senior Management Analyst	1	1
Staff Assistant I (Classified)	1	0
Staff Assistant II	1	0
Systems Support Analyst I	1	1
Systems Support Analyst II	3	3
Technology Security Supervisor	1	1
Technology Services Supervisor	1	1
TOTAL	29	29

STUDENT POSITIONS

POSITION TITLE	ADJUSTED BUDGET FY 13/14	BUDGET FY 14/15
Intern	5	5
TOTAL	5	5

Business Information & Technology Services

SUMMARY OF DEPARTMENTAL EXPENSE

	ACTUAL RESULTS FY 12/13	ADJUSTED BUDGET FY 13/14	BUDGET FY 14/15	INC/(DEC) FY 14/15-13/14 BUDGET	% CHANGE
Personnel Expense	\$ 3,990,709	\$ 4,510,900	\$ 4,145,600	\$ (365,300)	-8.1%
Non-Personnel Expense	102,125	43,800	45,100	1,300	3.0%
Total Direct Expense	\$ 4,092,834	\$ 4,554,700	\$ 4,190,700	\$ (364,000)	-8.0%
Less: Capitalized Expense	-	-	(14,800)	(14,800)	-
Equipment Outlay	-	-	-	-	-
TOTAL DEPARTMENTAL EXPENSE	\$ 4,092,834	\$ 4,554,700	\$ 4,175,900	\$ (378,800)	-8.3%

PERSONNEL EXPENSE

	ACTUAL RESULTS FY 12/13	ADJUSTED BUDGET FY 13/14	BUDGET FY 14/15	INC/(DEC) FY 14/15-13/14 BUDGET	% CHANGE
Salaries and Wages	\$ 2,331,836	\$ 2,627,100	\$ 2,454,000	\$ (173,100)	-6.6%
Overtime	708	-	-	-	-
Burden	1,362,465	1,580,200	1,406,000	(174,200)	-11.0%
OPEB Annual Expense	241,392	303,600	285,600	(18,000)	-5.9%
Temporary Personnel	54,308	-	-	-	-
TOTAL PERSONNEL EXPENSE	\$ 3,990,709	\$ 4,510,900	\$ 4,145,600	\$ (365,300)	-8.1%

Business Information & Technology Services
EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL RESULTS	ORIGINAL BUDGET	ADJUSTED BUDGET	BUDGET	CHANGE FROM ADJUSTED	
	FY 12/13	FY 13/14	FY 13/14	FY 14/15	dollars	pct
600110 Overtime						
Total:	\$ 708	\$ -	\$ -	\$ -	\$ -	N/A
600120 Temporary Personnel						
Total:	\$ 54,308	\$ -	\$ -	\$ -	\$ -	N/A
SUBTOTAL: OVERTIME & TEMPS	\$ 55,016	\$ -	\$ -	\$ -	\$ -	N/A
610110 Books & Periodicals						
Total:	\$ 3,573	\$ -	\$ -	\$ -	\$ -	N/A
610115 Employee Recognition						
EMPLOYEE RECOGNITION	\$	\$ 900	\$	\$ 900		
Total:	\$ 400	\$ 900	\$ 900	\$ 900	\$ -	0.0%
610120 Memberships & Dues						
MEMBERSHIPS & DUES	\$	\$ 6,000	\$	\$ 10,000		
Total:	\$ 11,164	\$ 6,000	\$ 6,000	\$ 10,000	\$ 4,000	66.7%
610140 Seminars & Training						
SEMINARS & TRAINING	\$	\$ 25,300	\$	\$ 18,200		
Total:	\$ 51,822	\$ 25,300	\$ 25,300	\$ 18,200	\$ (7,100)	-28.1%
615100 Mileage Reimbursement						
MILEAGE AND PARKING	\$	\$ 3,900	\$	\$ 3,900		
Total:	\$ 7,817	\$ 3,900	\$ 3,900	\$ 3,900	\$ -	0.0%
615110 Travel						
TRAVEL	\$	\$ -	\$	\$ 4,400		
Total:	\$ 1,383	\$ -	\$ -	\$ 4,400	\$ 4,400	N/A
630110 Equipment & Systems						
Total:	\$ 13,310	\$ -	\$ -	\$ -	\$ -	N/A
630130 Office & Operating Supplies						
OFFICE & OPERATING SUPPLIES	\$	\$ 7,400	\$	\$ 7,400		
Total:	\$ 11,600	\$ 7,400	\$ 7,400	\$ 7,400	\$ -	0.0%
630140 Postage & Shipping						
POSTAGE & SHIPPING	\$	\$ 300	\$	\$ 300		
Total:	\$ 414	\$ 300	\$ 300	\$ 300	\$ -	0.0%
650120 Equipment Maintenance-Supplies						
Total:	\$ 643	\$ -	\$ -	\$ -	\$ -	N/A
SUBTOTAL: NON-PERSONNEL EXPENSE	\$ 102,125	\$ 43,800	\$ 43,800	\$ 45,100	\$ 1,300	3.0%
GRAND TOTAL:	\$ 157,140	\$ 43,800	\$ 43,800	\$ 45,100	\$ 1,300	3.0%

ENGINEERING - CONSTRUCTION

Mission Statement

To serve a diverse and dynamic community, we plan, design, implement, and monitor engineering solutions through excellence.

Vision Statement

Building and supporting the World's Finest Port.

Objectives

- Effectively manage project scope, schedule, and budget for all Capital Improvement Program (CIP) and Major Maintenance (MM) projects
- Create and sustain positive relationships with stakeholders and the community at large
- Control costs
- Maintain the District's infrastructure to prolong asset lifespan, reduce lifecycle costs, maintain public safety, and keep facilities operational
- Deliver customer-focused services in an effective, timely, and courteous manner
- Support other departments with Engineering related matters
- Develop Geographic Information System (GIS) reporting for CIP and MM projects and mapping of utilities
- Design and administer consulting agreements and public works contracts
- Conduct engineering studies and investigations
- Continuously evaluate and improve business systems and processes
- Retain the intellectual assets and corporate knowledge of the District
- Encourage an organizational culture of development, learning, and growth

- Manage and deliver Public Works projects (cradle to grave)
- Develop Public Works plans and specifications
- Administer and inspect construction contracts
- Conduct engineering studies and investigations
- Provide cost estimating and scheduling for projects
- Provide mapping services of sites and utilities
- Provide engineering support for development projects
- CIP and MM program and project reporting
- Maintain record drawings and project documentation
- Support Americans with Disabilities Act (ADA) improvement program

The Engineering - Construction department currently has 35 permanent positions.

Current Services

To achieve the Department's Mission and Vision statements, staff is committed to providing the following services:

- Provide program oversight and monitoring for the CIP and MM programs
- Administering the Infrastructure Management Program (IMP)
- Conduct infrastructure asset inventories, condition assessments, and project development

Engineering - Construction

Transfer: 1 Associate Engineer to Harbor Police Department
 1 Senior Engineer to Environmental & Land Use Management
 1 Construction Inspector to Environmental & Land Use Management
 1 Executive Assistant II (Classified) to Office of the District Clerk
 1 Staff Assistant II to Maritime

Reclass: 1 Senior Administrative Asst (Classified) to Executive Assistant I (Classified)
 1 Assistant Director, Eng-Construction to Manager, Engineering-Construction
 1 Civil Designer to Assistant Engineer
 1 Maintenance Planner/Inspector to Assistant Engineer
 1 Administrative Assistant II (Classified) to Staff Assistant II
 1 Construction Inspector Supervisor to GIS Analyst

PERMANENT POSITIONS

POSITION TITLE	ADJUSTED BUDGET FY 13/14	BUDGET FY 14/15
Administrative Assistant II (Classified)	1	0
Assistant Director, Engineering-Construction	1	0
Assistant Engineer	0	2
Associate Engineer	6	5
Capital Project Manager I	2	2
Capital Project Manager II	3	3
Chief Engineer/Engineering-Construction	1	1
Civil Designer	4	3
Construction Inspector	2	1
Construction Inspector Supervisor	1	0
Executive Assistant I (Classified)	0	1
Executive Assistant II (Classified)	1	0
GIS Analyst	0	1
Maintenance Planner/Inspector	1	0
Manager, Engineering-Construction	4	5
Project Estimator	1	1
Project Scheduler	1	1
Senior Administrative Asst (Classified)	2	1
Senior Construction Inspector	2	2
Senior Engineer	2	1
Senior Management Analyst	3	3
Staff Assistant II	1	1
Survey Technician II	1	1
TOTAL	40	35

STUDENT POSITIONS

POSITION TITLE	ADJUSTED BUDGET FY 13/14	BUDGET FY 14/15
Intern	1	1
TOTAL	1	1

Engineering - Construction

SUMMARY OF DEPARTMENTAL EXPENSE

	ACTUAL RESULTS FY 12/13	ADJUSTED BUDGET FY 13/14	BUDGET FY 14/15	INC/(DEC) FY 14/15-13/14 BUDGET	% CHANGE
Personnel Expense	\$ 5,554,121	\$ 5,672,100	\$ 5,267,100	\$ (405,000)	-7.1%
Non-Personnel Expense	206,806	241,500	568,600	327,100	135.4%
Total Direct Expense	\$ 5,760,927	\$ 5,913,600	\$ 5,835,700	\$ (77,900)	-1.3%
Less: Capitalized Expense	(2,954,306)	-	(1,878,900)	(1,878,900)	-
Major Maintenance	1,053,936	2,317,500	1,470,000	(847,500)	-36.6%
Equipment Outlay	-	-	-	-	-
TOTAL DEPARTMENTAL EXPENSE	\$ 3,860,558	\$ 8,231,100	\$ 5,426,800	\$ (2,804,300)	-34.1%

PERSONNEL EXPENSE

	ACTUAL RESULTS FY 12/13	ADJUSTED BUDGET FY 13/14	BUDGET FY 14/15	INC/(DEC) FY 14/15-13/14 BUDGET	% CHANGE
Salaries and Wages	\$ 3,276,323	\$ 3,317,800	\$ 3,077,600	\$ (240,200)	-7.2%
Overtime	34,412	27,000	52,000	25,000	92.6%
Burden	1,823,232	1,930,200	1,722,800	(207,400)	-10.7%
OPEB Annual Expense	329,666	397,100	344,700	(52,400)	-13.2%
Temporary Personnel	90,488	-	70,000	70,000	-
TOTAL PERSONNEL EXPENSE	\$ 5,554,121	\$ 5,672,100	\$ 5,267,100	\$ (405,000)	-7.1%

Engineering - Construction
EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL RESULTS FY 12/13	ORIGINAL BUDGET FY 13/14	ADJUSTED BUDGET FY 13/14	BUDGET FY 14/15	CHANGE FROM ADJUSTED	
					dollars	pct
600110 Overtime						
MISCELLANEOUS		\$ 27,000		\$ 52,000		
Total:	\$ 34,412	\$ 27,000	\$ 27,000	\$ 52,000	\$ 25,000	92.6%
600120 Temporary Personnel						
RECORDS RETENTION		\$ -		\$ 70,000		
Total:	\$ 90,488	\$ -	\$ -	\$ 70,000	\$ 70,000	N/A
SUBTOTAL: OVERTIME & TEMPS	\$ 124,900	\$ 27,000	\$ 27,000	\$ 122,000	\$ 95,000	351.9%
610110 Books & Periodicals						
BOOKS & PERIODICALS		\$ 800		\$ 1,000		
Total:	\$ 2,856	\$ 800	\$ 800	\$ 1,000	\$ 200	25.0%
610115 Employee Recognition						
EMPLOYEE RECOGNITION		\$ 1,200		\$ 1,100		
Total:	\$ 1,035	\$ 1,200	\$ 1,200	\$ 1,100	\$ (100)	-8.3%
610120 Memberships & Dues						
MEMBERSHIPS & DUES		\$ 6,800		\$ 9,400		
Total:	\$ 9,264	\$ 6,800	\$ 6,800	\$ 9,400	\$ 2,600	38.2%
610140 Seminars & Training						
COMPUTER TRAINING		\$ 400		\$ 400		
MARITIME TRAINING		2,000		-		
PROF DEVELOPMENT/REGULATORY		1,700		1,700		
PROFESSIONAL DEVELOPMENT		3,000		5,500		
PROJECT MANAGEMENT		1,000		1,000		
SCHEDULING TRAINING		500		-		
Total:	\$ 12,038	\$ 8,600	\$ 8,600	\$ 8,600	\$ -	0.0%
615100 Mileage Reimbursement						
MILEAGE REIMBURSEMENT		\$ 30,200		\$ 23,000		
Total:	\$ 31,019	\$ 30,200	\$ 30,200	\$ 23,000	\$ (7,200)	-23.8%
615110 Travel						
Total:	\$ 2,253	\$ -	\$ -	\$ -	\$ -	N/A
620100 Services - Professional & Other						
BEST MANAGEMENT PRACTICES		\$ 3,000		\$ 3,000		
CIP WORKSHOP - PROJECT ASSESSMENTS		-		90,000		
CIP WORKSHOP CONSULTANTS		10,000		25,000		
FACILITY STUDIES (TAMT)		30,000		-		
INFRASTRUCTURE MGMT/ACAD CONSULT		10,000		-		
INTERDEPARTMENT PLANNING SUP		55,000		22,900		
MAJOR MAINT ASSET MANAGEMENT		-		320,000		
MAJOR MAINT WORKSHOP FACILITATION		-		25,000		
SURVEYING (NAD 83 FORMATING)		25,000		-		
SURVEYING (NON-PROJECT AND RE)		30,000		14,000		
Total:	\$ 104,492	\$ 163,000	\$ 163,000	\$ 499,900	\$ 336,900	206.7%
630110 Equipment & Systems						
Total:	\$ (61)	\$ -	\$ -	\$ -	\$ -	N/A

**Engineering - Construction
EXPENSE BUDGET BREAKDOWN**

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL RESULTS FY 12/13	ORIGINAL BUDGET FY 13/14	ADJUSTED BUDGET FY 13/14	BUDGET FY 14/15	CHANGE FROM ADJUSTED	
					dollars	pct
630130 Office & Operating Supplies						
OFFICE & OPERATING SUPPLIES		\$ 24,000		\$ 22,000		
TWIC CARDS		600		100		
Total:	\$ 29,373	\$ 24,600	\$ 24,600	\$ 22,100	\$ (2,500)	-10.2%
630140 Postage & Shipping						
POSTAGE & SHIPPING		\$ 1,000		\$ 500		
Total:	\$ 433	\$ 1,000	\$ 1,000	\$ 500	\$ (500)	-50.0%
630150 Safety Equipment & Supplies						
SAFETY EQUIPMENT & SUPPLIES		\$ 1,600		\$ 1,600		
Total:	\$ 1,772	\$ 1,600	\$ 1,600	\$ 1,600	\$ -	0.0%
630190 Blueprints						
BLUEPRINTS		\$ 2,000		\$ 500		
Total:	\$ 1,534	\$ 2,000	\$ 2,000	\$ 500	\$ (1,500)	-75.0%
650100 Facilities Maintenance-Supplies						
Total:	\$ 300	\$ -	\$ -	\$ -	\$ -	N/A
650130 Equipment Maintenance-Outside Services						
Total:	\$ 9,236	\$ -	\$ -	\$ -	\$ -	N/A
660110 Promotional Services						
ASSOCIATION GENERAL CONTRACTORS		\$ 200		\$ 200		
Total:	\$ 661	\$ 200	\$ 200	\$ 200	\$ -	0.0%
670130 Permits/Certificates/License						
PERMITS CERTIFICATES LICENSE		\$ 1,500		\$ 700		
Total:	\$ 601	\$ 1,500	\$ 1,500	\$ 700	\$ (800)	-53.3%
SUBTOTAL: NON-PERSONNEL EXPENSE	\$ 206,806	\$ 241,500	\$ 241,500	\$ 568,600	\$ 327,100	135.4%
GRAND TOTAL:	\$ 331,706	\$ 268,500	\$ 268,500	\$ 690,600	\$ 422,100	157.2%

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ENVIRONMENTAL & LAND USE MANAGEMENT

Mission Statement

Environmental & Land Use Management (ELUM) is a high performing department that creates and supports a well-planned waterfront through integrated planning, sustainable development and operations, protection of natural resources, and creative placemaking with public artworks that celebrate tidelands and waterfront life.

Vision Statement

To advance a holistically planned world-class waterfront that is welcoming, sustainable, prosperous, and improves the quality of life for present and future generations.

Objectives

ELUM

- Integrate new development and redevelopment opportunities for District and tenant projects into a holistic Master Plan
- Provide for the environmental protection and improvement of San Diego Bay and District Tidelands
- Create and sustain positive relationships with stakeholders and the community at large on environmental and planning matters
- Foster environmentally responsible behavior among District staff, tenants, and the public to minimize environmental impacts
- Meet all mandated regulatory requirements

Public Art

- Embrace professional best practices and continuously improve the management of public art projects and programs; ensure state, local, and federal laws are followed
- Provide professional stewardship of the *Tidelands Collection* through current conservation, maintenance, and collections management programs
- Enhance the visual excitement of tidelands by exhibiting critically acclaimed artworks that embody the essence of the District's maritime, environmental, and civic character
- Create a unique sense of place by enabling residents and visitors the ability to interact with art in the public realm

Current Services

To achieve the Department's Mission and Vision statements, staff is committed to providing the following services:

ELUM

- California Environmental Quality Act, National Environmental Policy Act, and California Coastal Act compliance
- Coastal development permit processing
- Integrated land use planning
- Climate mitigation and adaptation planning
- Endangered species and natural resources management
- Hazardous waste management
- Stormwater management and regulatory compliance
- Community outreach and stakeholder collaboration
- Administer Green Port Program
- Environmental Advisory Committee support
- Manage the Environmental Fund and its reserves
- Provide environmental education
- Wildlife Advisory Group/Bayfront Cultural Design Committee support

Public Art

- Manage the Public Art Fund and its reserves
- Administer the Public Art Master Plan
- Facilitate the multi-year Curatorial Strategy that outlines the temporary public art projects that will be commissioned in each creative direction
- Administer BPC Policy No. 608 – Tenant Percent for Art
- Administer BPC Policy No. 609 – Public Art
- Manage the *Tidelands Collection* as a regional cultural asset
- Develop collateral materials, programs, and initiatives to inform and engage audiences about public art
- Oversee the work of the Public Art Committee

The ELUM department currently has 29 permanent positions.

Environmental & Land Use Management

- Transfer:** 1 Senior Engineer from Engineering-Construction
 1 Construction Inspector from Engineering-Construction
 1 Senior Asset Manager from Maritime
- Reclass:** 1 Senior Engineer to Program Manager
 1 Senior Asset Manager to Program Manager
 1 Administrative Assistant II to Staff Assistant II
 1 Construction Inspector to Compliance Inspector
 1 Senior Environmental Specialist to Senior Redevelopment Planner
 1 Manager, Land Use Planning to Department Manager, ELUM
 1 Manager, Environmental Programs to Department Manager, ELUM
 1 Assistant Director, Environmental Svcs to Department Manager, ELUM
 1 Curator, Public Art to Department Manager, ELUM
 1 Manager, Environmental Policy to Program Manager
 1 Manager, Land Use Planning to Program Manager
- Retitle:** 1 Manager, Public Art to Project Manager, Public Art
- Eliminate:** 1 Program Manager
- Addition:** 1 Senior Redevelopment Planner - Limited

PERMANENT POSITIONS

POSITION TITLE	ADJUSTED BUDGET FY 13/14	BUDGET FY 14/15
Administrative Assistant II (Classified)	3	2
Assistant Director, Environmental Svcs	1	0
Assistant Environmental Specialist	2	2
Assistant Redevelopment Planner	1	1
Associate Environmental Specialist	3	3
Associate Redevelopment Planner	2	2
Compliance Inspector	0	1
Curator, Public Art	1	0
Department Manager, ELUM	0	4
Director, Environmental & Land Use Management	1	1
Executive Assistant I (Classified)	1	1
GIS Analyst	1	1
Manager, Environmental Policy	1	0
Manager, Environmental Programs	1	0
Manager, Land Use Planning	2	0
Manager, Public Art	1	0
Program Manager	1	4
Project Manager, Public Art	0	1
Senior Environmental Specialist	3	2
Senior Redevelopment Planner	1	2
Staff Assistant II	1	2
TOTAL	27	29

Environmental & Land Use Management

LIMITED POSITIONS

POSITION TITLE	ADJUSTED BUDGET FY 13/14	BUDGET FY 14/15
Senior Redevelopment Planner	0	1
TOTAL	0	1

STUDENT POSITIONS

POSITION TITLE	ADJUSTED BUDGET FY 13/14	BUDGET FY 14/15
Intern	2	2
TOTAL	2	2

Environmental & Land Use Management

SUMMARY OF DEPARTMENTAL EXPENSE

	ACTUAL RESULTS FY 12/13	ADJUSTED BUDGET FY 13/14	BUDGET FY 14/15	INC/(DEC) FY 14/15-13/14 BUDGET	% CHANGE
Personnel Expense	\$ 2,774,554	\$ 3,519,100	\$ 4,076,700	\$ 557,600	15.8%
Non-Personnel Expense	3,456,300	5,412,500	5,286,600	(125,900)	-2.3%
Total Direct Expense	\$ 6,230,854	\$ 8,931,600	\$ 9,363,300	\$ 431,700	4.8%
Less: Capitalized Expense	(79,569)	-	(50,600)	(50,600)	-
Equipment Outlay	-	-	-	-	-
TOTAL DEPARTMENTAL EXPENSE	\$ 6,151,285	\$ 8,931,600	\$ 9,312,700	\$ 381,100	4.3%

PERSONNEL EXPENSE

	ACTUAL RESULTS FY 12/13	ADJUSTED BUDGET FY 13/14	BUDGET FY 14/15	INC/(DEC) FY 14/15-13/14 BUDGET	% CHANGE
Salaries and Wages	\$ 1,628,560	\$ 2,052,800	\$ 2,401,400	\$ 348,600	17.0%
Overtime	2,034	3,000	3,000	-	0.0%
Burden	956,354	1,198,900	1,367,000	168,100	14.0%
OPEB Annual Expense	184,891	264,400	305,300	40,900	15.5%
Temporary Personnel	2,714	-	-	-	-
TOTAL PERSONNEL EXPENSE	\$ 2,774,554	\$ 3,519,100	\$ 4,076,700	\$ 557,600	15.8%

**Environmental & Land Use Management
EXPENSE BUDGET BREAKDOWN**

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL RESULTS	ORIGINAL BUDGET	ADJUSTED BUDGET	BUDGET	CHANGE FROM ADJUSTED	
	FY 12/13	FY 13/14	FY 13/14	FY 14/15	dollars	pct
600110 Overtime						
MISCELLANEOUS		\$ 3,000		\$ 3,000		
Total:	\$ 2,034	\$ 3,000	\$ 3,000	\$ 3,000	\$ -	0.0%
600120 Temporary Personnel						
Total:	\$ 2,714	\$ -	\$ -	\$ -	\$ -	N/A
SUBTOTAL: OVERTIME & TEMPS	\$ 4,748	\$ 3,000	\$ 3,000	\$ 3,000	\$ -	0.0%
610110 Books & Periodicals						
PROFESSIONAL PUBLICATIONS		\$ -		\$ 400		
Total:	\$ 274	\$ -	\$ -	\$ 400	\$ 400	N/A
610115 Employee Recognition						
EMPLOYEE RECOGNITION		\$ 1,700		\$ 900		
Total:	\$ 849	\$ 1,700	\$ 1,700	\$ 900	\$ (800)	-47.1%
610120 Memberships & Dues						
CA COASTAL COALITION		\$ 2,500		\$ -		
CLEAN TECH		8,100		10,000		
COASTKEEPER		1,000		-		
MEMBERSHIP & DUES		-		4,600		
SD CLEAN FUELS COALITION		300		100		
Total:	\$ 3,578	\$ 11,900	\$ 11,900	\$ 14,700	\$ 2,800	23.5%
610140 Seminars & Training						
SEMINARS & TRAINING		\$ 1,900		\$ 8,000		
Total:	\$ 4,154	\$ 1,900	\$ 1,900	\$ 8,000	\$ 6,100	321.1%
615100 Mileage Reimbursement						
MILEAGE REIMBURSEMENT		\$ 5,000		\$ 6,400		
Total:	\$ 4,124	\$ 5,000	\$ 5,000	\$ 6,400	\$ 1,400	28.0%
615110 Travel						
TRAVEL		\$ 2,000		\$ 10,000		
Total:	\$ 5,904	\$ 2,000	\$ 2,000	\$ 10,000	\$ 8,000	400.0%
620100 Services - Professional & Other						
ANALYTICAL LAB/BIOASSAY		\$ 65,000		\$ -		
ARMY CORPS WATER RESOURCE ACT		-		40,000		
B STREET MOORING DOLPHIN CEQA		20,000		15,200		
BAYFRONT CULTURAL DESIGN COMMTE		25,000		-		
CIRCULAR SHUTTLE PRORATA STUDY		-		15,000		
COASTAL STAFF MOU		160,000		-		
CV BAYFRONT ENVIRON INVESTIGATION		-		137,000		
CV BAYFRONT SETTLEMENT AGMT STUDIES		-		200,000		
DESIGN & BUILD OFFICE RECONFIGURE		-		50,000		
ENDANGERED SPECIES MANAGEMENT		33,000		33,500		
ENVIRONMENTAL CONSULTANT-DISCOVERY		300,000		-		
ENVIRONMENTAL INVESTIGATIONS		75,000		45,000		
GREEN PORT CLEAN AIR		128,000		39,000		
GREEN PORT CLIMATE PLAN		20,000		140,000		
GREEN PORT SUSTAIN PROGRAM		63,800		11,000		
INDUSTRIAL HYGIENE		39,000		-		
INTEGRATED PLANNING		500,000		800,000		

Environmental & Land Use Management
EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL RESULTS	ORIGINAL BUDGET	ADJUSTED BUDGET	BUDGET	CHANGE FROM ADJUSTED	
	FY 12/13	FY 13/14	FY 13/14	FY 14/15	dollars	pct
MARITIME BUSINESS PLAN - CEQA		75,000		-		
MISC CEQA REQUIREMENTS		50,000		75,000		
MITIGATION BANKING		5,000		-		
MS4 PERMIT - WATERSHED IMPLEMENT		-		417,000		
MS4 PERMIT IMPLEMENTATION		73,500		-		
MS4 PERMIT WQ1P REIMBURSABLE		200,000		-		
MUNICIPAL & CONSTRUCTION		119,400		-		
N EMBARCADERO PMPA EIR		137,000		80,000		
NCMT MIT & MONITORING - CIP		5,000		-		
ON-CALL COASTAL CONSULTANT		30,000		45,000		
ON-CALL PLANNING CONSULTANT		-		280,000		
PARKING STUDY		-		25,000		
PREDATOR CONTROL		36,500		-		
REGIONAL HARBOR MONITORING		1,000,000		150,000		
SITE INV & MARINE BIOLOGY		66,500		-		
STORMDRAINING CLEANING		18,000		-		
STORMWATER MONITORING		-		35,000		
STORMWATER PROGRAM IMPLEMENTATION		-		404,400		
WILDLIFE ADVISORY GROUP/NRMP		75,000		-		
Total:	\$ 968,693	\$ 3,319,700	\$ 3,319,700	\$ 3,037,100	\$ (282,600)	-8.5%
630110 Equipment & Systems						
OFFICE RECONFIGURATION	\$ -	\$ -	\$ -	\$ 50,000		
Total:	\$ 4,156	\$ -	\$ -	\$ 50,000	\$ 50,000	N/A
630130 Office & Operating Supplies						
OFFICE & OPERATING SUPPLIES	\$ -	\$ 7,000	\$ -	\$ 14,500		
TWIC CARDS		700		700		
Total:	\$ 10,777	\$ 7,700	\$ 7,700	\$ 15,200	\$ 7,500	97.4%
630140 Postage & Shipping						
POSTAGE & SHIPPING	\$ -	\$ 3,000	\$ -	\$ 4,000		
Total:	\$ 2,601	\$ 3,000	\$ 3,000	\$ 4,000	\$ 1,000	33.3%
630150 Safety Equipment & Supplies						
SAFETY EQUIPMENT & SUPPLIES	\$ -	\$ 500	\$ -	\$ 700		
Total:	\$ 236	\$ 500	\$ 500	\$ 700	\$ 200	40.0%
650110 Facilities Maintenance-Outside Services						
PUBLIC ART PROJECT/CONSERVATION	\$ -	\$ 200,000	\$ -	\$ -		
Total:	\$ -	\$ 200,000	\$ 200,000	\$ -	\$ (200,000)	-100.0%
650120 Equipment Maintenance-Supplies						
Total:	\$ 2,494	\$ -	\$ -	\$ -	\$ -	N/A
650130 Equipment Maintenance-Outside Services						
EQUIPMENT MAINTENANCE	\$ -	\$ -	\$ -	\$ 5,500		
Total:	\$ 3,892	\$ -	\$ -	\$ 5,500	\$ 5,500	N/A
660100 Advertising						
ADVERTISING	\$ -	\$ 3,000	\$ -	\$ 3,000		
Total:	\$ -	\$ 3,000	\$ 3,000	\$ 3,000	\$ -	0.0%
660110 Promotional Services						
CLEANUP DAY EVENTS	\$ -	\$ 11,000	\$ -	\$ 11,000		
Total:	\$ (112)	\$ 11,000	\$ 11,000	\$ 11,000	\$ -	0.0%

Environmental & Land Use Management
EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL	ORIGINAL	ADJUSTED	BUDGET	CHANGE FROM	
	RESULTS	BUDGET	BUDGET		ADJUSTED	
	FY 12/13	FY 13/14	FY 13/14	FY 14/15	dollars	pct
660120 Promotional Materials						
STORMWATER		\$ 1,000		\$ -		
Total:	\$ -	\$ 1,000	\$ 1,000	\$ -	\$ (1,000)	-100.0%
660135 Eligible Environmental Fund Expenditures						
CV SCHOOL DIST EDUCATION PROG		\$ 1,000		\$ 13,000		
CV WILDLIFE RESERVE		-		10,000		
EELGRASS SURVEYS		-		50,000		
ELECTRIC VEHICLES		10,000		21,000		
EMORY COVE		5,000		5,000		
FISH SURVEY-BAYWIDE		-		25,000		
LIVING COAST DISCOVERY CENTER		-		20,000		
MITIGATION BANKING		-		75,000		
NEW ENVIRONMENTAL PROJECTS		500,000		224,000		
SCHOOL STORM WATER EDUCATION		-		72,000		
SDSU - SD BAY TERRAIN MODEL		5,000		-		
SHORELINE EROSION STUDY		25,000		30,000		
SIO GEOTECH & FAULT STUDY		10,000		-		
WILDLIFE ADVISORY COMMITTEE		-		75,000		
Total:	\$ 2,299,844	\$ 556,000	\$ 556,000	\$ 620,000	\$ 64,000	11.5%
660136 Grant Funded Expenditures						
319H REIMB		\$ 144,000		\$ 162,000		
A-8 ANCHORAGE			150,000	-		
CHALLENGE USFWS GRANT			25,000	-		
FISH & WILDLIFE SERVICE/SANDAG GRNT			-	33,500		
Total:	\$ -	\$ 319,000	\$ 319,000	\$ 195,500	\$ (123,500)	-38.7%
660140 Remediation						
REMEDIATION		\$ 75,000		\$ 75,000		
Total:	\$ -	\$ 75,000	\$ 75,000	\$ 75,000	\$ -	0.0%
660150 Refuse & Hazardous Waste Disposal						
REFUSE & HAZARDOUS WASTE DISPOSAL		\$ 103,000		\$ 103,000		
Total:	\$ 159,554	\$ 103,000	\$ 103,000	\$ 103,000	\$ -	0.0%
660170 Joint Programs/Studies Assistance						
CHOLLAS & BACT TMDL		\$ 15,000		\$ -		
CITY/COUNTY WATER PROGRAMS			26,200	-		
CLEAN-UP ORDERS - IMPLEMENTATION			-	57,000		
COPERMITTEE COST SHARE			-	40,000		
COPPER HULL REDUCTION			18,500	-		
COPPER RED/STORMWATER OUTREACH			50,000	-		
COPPER REDUCTION PROGRAM			-	123,000		
INTEGRATED PEST MANAGEMENT			9,000	10,000		
REGULATORY FEES			-	135,200		
REGULATORY ORDERS			150,000	-		
SANDAG - IMPERIAL BEACH SAND			3,500	3,500		
SCHOOL STORM WATER TRAINING			69,000	-		
SDG&E EEP - GREEN PORT (REIMBURSABLE)			248,900	265,000		
SHELTER ISLAND TMDL			60,000	90,000		
STORMDRAIN INSP/MAPPING			80,000	-		
TMDL IMPLEMENTATION			-	25,500		
WATERSHED & REGIONAL PROGRAMS			28,500	-		
Total:	\$ (14,718)	\$ 758,600	\$ 758,600	\$ 749,200	\$ (9,400)	-1.2%

**Environmental & Land Use Management
EXPENSE BUDGET BREAKDOWN**

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL	ORIGINAL	ADJUSTED	BUDGET	CHANGE FROM	
	RESULTS	BUDGET	BUDGET		ADJUSTED	
	FY 12/13	FY 13/14	FY 13/14	FY 14/15	dollars	pct
660190 Public Art Program						
BRIDGE LIGHTING - PLANNING		\$ -	-	\$ 50,000		
CURATORIAL STRATEGY			-	125,000		
PUBLIC ART OPERATIONS/CONSERVATION			-	142,000		
Total:	\$ -	\$ -	\$ -	\$ 317,000	\$ 317,000	N/A
670130 Permits/Certificates/License						
PERMITS & LICENCES		\$ 32,500		\$ 60,000		
Total:	\$ -	\$ 32,500	\$ 32,500	\$ 60,000	\$ 27,500	84.6%
SUBTOTAL: NON-PERSONNEL EXPENSE	\$ 3,456,300	\$ 5,412,500	\$ 5,412,500	\$ 5,286,600	\$ (125,900)	-2.3%
GRAND TOTAL:	\$ 3,461,048	\$ 5,415,500	\$ 5,415,500	\$ 5,289,600	\$ (125,900)	-2.3%

Financial Assistance

SUMMARY OF DEPARTMENTAL EXPENSE

	ACTUAL RESULTS FY 12/13	ADJUSTED BUDGET FY 13/14	BUDGET FY 14/15	INC/(DEC) FY 14/15-13/14 BUDGET	% CHANGE
Personnel Expense	\$ -	\$ -	\$ -	\$ -	-
Non-Personnel Expense	4,500,000	4,500,000	-	(4,500,000)	-100.0%
Total Direct Expense	\$ 4,500,000	\$ 4,500,000	\$ -	\$ (4,500,000)	-100.0%
Less: Capitalized Expense	-	-	-	-	-
Equipment Outlay	-	-	-	-	-
TOTAL DEPARTMENTAL EXPENSE	\$ 4,500,000	\$ 4,500,000	\$ -	\$ (4,500,000)	-100.0%

Financial Assistance
EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL RESULTS FY 12/13	ORIGINAL BUDGET FY 13/14	ADJUSTED BUDGET FY 13/14	BUDGET FY 14/15	CHANGE FROM ADJUSTED	
					dollars	pct
SUBTOTAL: OVERTIME & TEMPS	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
660180 Convention Center Financial Assistance CONV CENTER FIN ASSISTANCE		\$ 4,500,000		\$ -		
Total:	\$ 4,500,000	\$ 4,500,000	\$ 4,500,000	\$ -	\$ (4,500,000)	-100.0%
SUBTOTAL: NON-PERSONNEL EXPENSE	\$ 4,500,000	\$ 4,500,000	\$ 4,500,000	\$ -	\$ (4,500,000)	-100.0%
GRAND TOTAL:	\$ 4,500,000	\$ 4,500,000	\$ 4,500,000	\$ -	\$ (4,500,000)	-100.0%

FINANCIAL SERVICES

Mission Statement

To safeguard the District's financial assets, provide liquidity to fund its operations and capital requirements, and facilitate the District's business by providing expert financial planning and analysis, risk management and proper functioning of safe work practices, efficient processes that support our customers' needs, and excellent services to our customers and business partners.

Vision Statement

To provide and facilitate optimal financial management, treasury, and risk management and safety services for the District.

Objectives

- Issue timely invoicing of monies due to the District and timely payment of District obligations
- Prudently invest the District's funds
- Provide funds for the District's operations and capital requirements
- Build and maintain collaborative stakeholder relationships
- Deliver timely and accurate financial results
- Improve and document key processes and cross-train staff to reduce single points of failure
- Safeguard District assets, including the employees
- Reinforce a safe, open, and secure work environment for District employees
- Remain current on industry trends and accounting standards
- Recruit and retain a highly skilled and diverse workforce
- Reinforce District's safety program for all employees

Current Services

To achieve the Department's Mission and Vision statements, staff is committed to providing the following services:

- General accounting that properly records financial transactions in compliance with applicable Government Accounting Standards Board (GASB) statements, and generally accepted accounting principles (GAAP)
- Timely and accurate processing of payments to vendors in compliance with IRS, State regulations, and District policies

- Timely and accurate invoicing and recording of District revenues
- Issuance of annual audited financial statements, including Management Discussion and Analysis (MD&A) and note disclosures
- Financial planning, reporting, and analysis for cash flow forecasting, Series 2004 Revenue Bonds continuing disclosure requirement, and other ad-hoc reports
- Administration of the District's annual budget
- Monthly financial reports
- Grants accounting, including billing, cost collection, and financial reporting in compliance with federal and non-federal grant requirements, including the single audit
- Manage District's fixed-income investment portfolio, banking relationships, and debt administration functions
- Perform daily cash management functions, including cash receipts and wire transfers
- Direct the investment of bond proceeds and administer debt activities
- Provides support for audits performed by the District's independent external auditor as well as audits performed by other agencies
- Management of the workers' compensation program
- Purchase and maintenance of the District's insurance policies
- Recovery of claim costs
- Project and contract review for safety and insurance requirements
- Tracking proof of insurance from District tenants and contractors
- Establishment of safety policies/procedures
- Tracking Occupational Safety and Health Administration regulations and determining their impact on the District
- Safety training
- Investigations of accidents and injuries

The Financial Services department currently has 23 permanent positions.

Financial Services

Replace: 1 Executive Assistant I (Classified) with Executive Assistant I (Unclassified)

PERMANENT POSITIONS

POSITION TITLE	ADJUSTED BUDGET FY 13/14	BUDGET FY 14/15
Accountant	1	1
Accounting Supervisor	1	1
CFO/Treasurer	1	1
Deputy Treasurer	1	1
Director, Financial Services	1	1
Executive Assistant I (Classified)	1	0
Executive Assistant I (Unclassified)	0	1
Financial Analyst	3	3
Financial Technician	4	4
Lead Accounting Technician	1	1
Manager, Financial Planning & Analysis	1	1
Manager, Financial Services	1	1
Risk and Safety Manager	1	1
Risk Management Analyst	1	1
Safety Specialist II	2	2
Senior Accountant	1	1
Senior Financial Analyst	1	1
Senior Management Analyst	1	1
TOTAL	23	23

STUDENT POSITIONS

POSITION TITLE	ADJUSTED BUDGET FY 13/14	BUDGET FY 14/15
Intern	1	1
TOTAL	1	1

Financial Services

SUMMARY OF DEPARTMENTAL EXPENSE

	ACTUAL RESULTS FY 12/13	ADJUSTED BUDGET FY 13/14	BUDGET FY 14/15	INC/(DEC) FY 14/15-13/14 BUDGET	% CHANGE
Personnel Expense	\$ 2,817,364	\$ 3,329,600	\$ 3,244,800	\$ (84,800)	-2.5%
Non-Personnel Expense	272,801	1,677,300	1,687,100	9,800	0.6%
Total Direct Expense	\$ 3,090,165	\$ 5,006,900	\$ 4,931,900	\$ (75,000)	-1.5%
Less: Capitalized Expense	-	-	-	-	-
Equipment Outlay	-	-	-	-	-
TOTAL DEPARTMENTAL EXPENSE	\$ 3,090,165	\$ 5,006,900	\$ 4,931,900	\$ (75,000)	-1.5%

PERSONNEL EXPENSE

	ACTUAL RESULTS FY 12/13	ADJUSTED BUDGET FY 13/14	BUDGET FY 14/15	INC/(DEC) FY 14/15-13/14 BUDGET	% CHANGE
Salaries and Wages	\$ 1,660,221	\$ 1,842,300	\$ 1,841,800	\$ (500)	0.0%
Overtime	1,133	-	-	-	-
Burden	979,362	1,262,100	1,176,500	(85,600)	-6.8%
OPEB Annual Expense	176,648	225,200	226,500	1,300	0.6%
Temporary Personnel	-	-	-	-	-
TOTAL PERSONNEL EXPENSE	\$ 2,817,364	\$ 3,329,600	\$ 3,244,800	\$ (84,800)	-2.5%

Financial Services

EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL	ORIGINAL	ADJUSTED	BUDGET	CHANGE FROM	
	RESULTS	BUDGET	BUDGET		ADJUSTED	
	FY 12/13	FY 13/14	FY 13/14	FY 14/15	dollars	pct
600110 Overtime						
Total:	\$ 1,133	\$ -	\$ -	\$ -	\$ -	N/A
SUBTOTAL: OVERTIME & TEMPS	\$ 1,133	\$ -	\$ -	\$ -	\$ -	N/A
610100 Awards - Service						
RISK - SAFETY AWARDS		\$ -		\$ 2,500		
Total:	\$ -	\$ -	\$ -	\$ 2,500	\$ 2,500	N/A
610110 Books & Periodicals						
PROFESSIONAL PUBLICATIONS		\$ 500		\$ 1,000		
RISK - PUBLICATIONS		1,000		1,200		
Total:	\$ 1,645	\$ 1,500	\$ 1,500	\$ 2,200	\$ 700	46.7%
610115 Employee Recognition						
EMPLOYEE RECOGNITION		\$ 1,400		\$ 1,200		
Total:	\$ 625	\$ 1,400	\$ 1,400	\$ 1,200	\$ (200)	-14.3%
610120 Memberships & Dues						
AMER INST OF CPA'S		\$ -		\$ 800		
ASSN FOR FINANCIAL PROF'LS		-		400		
CA MUNI TREASURERS ASSN		-		200		
CA SOC OF CPA'S		-		800		
CA SOC OF MUNI FINANCE OFFICER		-		400		
GOVT FINANCE OFFICERS ASSN		-		600		
MEMBERSHIPS & DUES		4,300		900		
RISK - RELATED		-		1,000		
SAN DIEGO CREDIT ASSOCIATION		-		400		
Total:	\$ 3,198	\$ 4,300	\$ 4,300	\$ 5,500	\$ 1,200	27.9%
610140 Seminars & Training						
ANNUAL GOVT GAAP UPDATE		\$ 800		\$ 1,000		
AP/1099/SALES TAX TRAINING		300		600		
ASSN FOR FINANCIAL PROF'LS		1,000		1,400		
CA MUNI TREASURER'S ASSN		500		400		
CA SOC OF CPA'S		-		500		
CA SOC OF MUNI FINANCE OFFICER		-		2,500		
GOVT FINANCE OFFICERS ASSN		-		3,000		
REGULATORY TRAINING		2,500		3,300		
RISK - RELATED		900		1,500		
Total:	\$ 6,481	\$ 6,000	\$ 6,000	\$ 14,200	\$ 8,200	136.7%
615100 Mileage Reimbursement						
MILEAGE REIMBURSEMENT		\$ 1,000		\$ 6,000		
RISK - RELATED		300		300		
Total:	\$ 12,546	\$ 1,300	\$ 1,300	\$ 6,300	\$ 5,000	384.6%
615110 Travel						
ASSN FOR FINANCIAL PROF'LS		\$ -		\$ 1,500		
CA SOC OF MUNI FINANCE OFFICER		-		1,800		
GOVT FINANCE OFFICERS ASSN		-		3,000		
TRAVEL		-		6,500		
Total:	\$ -	\$ -	\$ -	\$ 12,800	\$ 12,800	N/A

Financial Services

EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL	ORIGINAL	ADJUSTED	BUDGET	CHANGE FROM	
	RESULTS	BUDGET	BUDGET		ADJUSTED	
	FY 12/13	FY 13/14	FY 13/14	FY 14/15	dollars	pct
620100 Services - Professional & Other						
ACTUARIAL VALUATION SERVICES		\$ 5,000		\$ 34,000		
ARBITRAGE FEES - BONDS		-		7,000		
BLOOMBERG FINANCE LP		30,100		28,400		
COST RECOVERY ANALYSIS		11,600		20,000		
FINANCIAL ADVISOR		66,000		86,000		
GOVT FINANCE & RESEARCH GROUP		4,000		3,900		
INTERACTIVE DATA(PORTFOLIO PR)		1,200		1,600		
RATING AGENCY SURVEILLANCES		6,000		15,000		
REVENUE BONDS TRUSTEE		1,200		1,200		
RISK - ACCIDENT INVESTIGATIONS		5,000		5,000		
RISK - AED PROGRAM		600		600		
RISK - HEARING CONSERVATION		5,500		2,500		
RISK - INSURANCE CERT TRACKING		12,000		12,000		
RISK - MARINE SURVEYS		1,900		1,900		
RISK - PHYSICALS		35,500		17,500		
UNION BANK OF CA TRUST ACCT		1,200		9,600		
US BANK (ESCROW AGNT DEP FEE)		10,800		1,300		
Total:	\$ 184,612	\$ 197,600	\$ 197,600	\$ 247,500	\$ 49,900	25.3%
630110 Equipment & Systems						
RISK - RELATED		\$ 15,000		\$ 10,000		
Total:	\$ -	\$ 15,000	\$ 15,000	\$ 10,000	\$ (5,000)	-33.3%
630130 Office & Operating Supplies						
OFFICE SUPPLIES		\$ 12,200		\$ 16,200		
Total:	\$ 9,625	\$ 12,200	\$ 12,200	\$ 16,200	\$ 4,000	32.8%
630140 Postage & Shipping						
POSTAGE & SHIPPING		\$ 5,200		\$ 5,700		
Total:	\$ 4,341	\$ 5,200	\$ 5,200	\$ 5,700	\$ 500	9.6%
630150 Safety Equipment & Supplies						
RISK - RELATED		\$ 7,000		\$ 3,000		
Total:	\$ 78	\$ 7,000	\$ 7,000	\$ 3,000	\$ (4,000)	-57.1%
650120 Equipment Maintenance-Supplies						
RISK - RELATED		\$ 1,200		\$ 1,200		
Total:	\$ -	\$ 1,200	\$ 1,200	\$ 1,200	\$ -	0.0%
650130 Equipment Maintenance-Outside Services						
EQUIPMENT MAINTENANCE-OUTSIDE		\$ 1,200		\$ -		
RISK - RELATED		2,000		3,500		
Total:	\$ 1,802	\$ 3,200	\$ 3,200	\$ 3,500	\$ 300	9.4%

Financial Services
EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL	ORIGINAL	ADJUSTED	BUDGET	CHANGE FROM	
	RESULTS	BUDGET	BUDGET		ADJUSTED	
	FY 12/13	FY 13/14	FY 13/14	FY 14/15	dollars	pct
650140 Software Maintenance SYMPRO INC MAINT		\$ 6,700		\$ -		
Total:	\$ 6,960	\$ 6,700	\$ 6,700	\$ -	\$ (6,700)	-100.0%
660110 Promotional Services PROMOTIONAL SERVICES RISK - RELATED		\$ - 600		\$ 1,000 1,000		
Total:	\$ 348	\$ 600	\$ 600	\$ 2,000	\$ 1,400	233.3%
670110 Insurance RISK - BROKER FEES RISK - INSURANCE PREMIUMS		\$ 41,000 1,304,600		\$ 41,000 1,234,000		
Total:	\$ -	\$ 1,345,600	\$ 1,345,600	\$ 1,275,000	\$ (70,600)	-5.2%
670120 Insurance Claims RISK - RELATED		\$ 10,000		\$ 10,000		
Total:	\$ -	\$ 10,000	\$ 10,000	\$ 10,000	\$ -	0.0%
670130 Permits/Certificates/License PERMITS/CERTIFICATES/LICENSE RISK - RELATED		\$ 300 3,000		\$ 900 3,000		
Total:	\$ -	\$ 3,300	\$ 3,300	\$ 3,900	\$ 600	18.2%
670190 Other Miscellaneous Operating Expenses BANK FEES CREDIT CARD FEES		\$ 40,000 15,200		\$ 47,600 16,800		
Total:	\$ 40,541	\$ 55,200	\$ 55,200	\$ 64,400	\$ 9,200	16.7%
SUBTOTAL: NON-PERSONNEL EXPENSE	\$ 272,801	\$ 1,677,300	\$ 1,677,300	\$ 1,687,100	\$ 9,800	0.6%
GRAND TOTAL:	\$ 273,934	\$ 1,677,300	\$ 1,677,300	\$ 1,687,100	\$ 9,800	0.6%

GENERAL SERVICES & PROCUREMENT

GENERAL SERVICES

Mission Statement

To prolong the service life of District equipment and infrastructure through a systematic approach to planned maintenance, to perform corrective maintenance and repairs to equipment and infrastructure as necessary, and to provide support services that enhance the public's experience in using District facilities.

Vision Statement

General Services is a diverse and talented work group who add value to the business of the District today and into the future.

Objectives

- Create and sustain positive relationships with stakeholders and the San Diego community
- Develop and maintain District infrastructure to support business and economic goals
- Reduce and prevent safety mishaps/accidents
- Improve customer-focused services to our customers, stakeholders, and the public
- Continuously evaluate and improve business systems and processes
- Educate our customers about department services
- Reflect and support a constructive culture
- Control costs through systematic approaches to maintenance and repairs

Current Services

To achieve General Services' Mission and Vision statements, staff is committed to providing the following services:

- Preventive maintenance (motive equipment, HVAC/electrical/sewer/rail-road, landscaping, custodial, etc.)
- Corrective maintenance (repair infrastructure and equipment based on work request and priority)
- New construction (limited to \$45,000 and below by law)
- Support services (pest control, special events support, trash and debris removal, furniture/equipment moves, etc.)
- Maintenance services agreement management
- Utilities management support
- Project management support

- Focus on preventive maintenance to achieve long term goal of reduction in corrective maintenance actions
- Additional event management support through marketing/business development programs
- Inspection and maintenance of District's assets
- Centralized fleet asset management program
- Support services for cruise ship and maritime terminal operations

General Services currently has 93 permanent positions, and provides support from three locations: District's General Services Maintenance Facility located at National City, Shelter Island – Vessel Maintenance Shop, and the Administration Building.

PROCUREMENT SERVICES

Mission Statement

To partner with our internal customers to develop business solutions, to provide a level playing field for our vendors and contractors, and to maximize fiscal resources through cost-effective and efficient operations.

Vision Statement

Procurement Services is a valued, integrated, one-stop shop staffed by a talented, innovative, dedicated, and ethical team.

Objectives

- Add value to the District
- Create and sustain positive relationships with the stakeholders and the community at large
- Deliver customer-focused services in an effective, timely, and courteous manner
- Optimize proactive vendor relationship
- Maximize opportunities for Small Business Enterprise (SBE)
- Continuously evaluate and improve business system and process
- Retain the intellectual assets and corporate knowledge of the District
- Recruit and retain a highly skilled, diverse work force
- Encourage an organizational culture of learning and growth
- Maximize the use of District funds
- Control costs

Current Services

To achieve Procurement Services' Mission and Vision statements, staff is committed to providing the following services:

- Perform competitive solicitations for and procurement of supplies, materials, equipment, and services
- Develop and administer professional and consulting services agreements, major maintenance contracts, and public works contracts
- Administer the District's procurement card program
- Maintain an effective database of vendors, suppliers, contractors, and service providers who are interested in doing business with the District
- Perform centralized receipt, inspection, acceptance, and distribution of material and equipment
- Process damaged goods and lost in shipment claims with freight carriers
- Prepare shipping documents and bills of lading to account for shipped materials
- Collect, store, redistribute, and sell or dispose of excess and surplus material and equipment, and manage all associated inventory records and reports
- Perform distribution of interoffice and U.S. Mail to and from outlying facilities in support of the District's mailroom operations
- Manage District vehicle and vessel fleet title and registration documents
- Conduct business outreach events for current and potential vendors and contractors
- Conduct and/or sponsor technical assistance, and vendor development workshops
- Review and provide Equal Opportunity Program language for solicitations and BPC agenda sheets
- Verify good faith efforts of apparent low bidders
- Assist potential Small Business Enterprise (SBE) vendors in registering with the District's General Services & Procurement department for bidding opportunities

Procurement Services currently has 18 permanent positions, and provides support from the District's General Services Maintenance Facility located at National City

General Services & Procurement

Replace: 1 Management Analyst with Manager, Maintenance Systems
 1 Building Maintenance Coordinator with Lead Carpenter
 1 Department Business Manager with Department Administrative Manager

PERMANENT POSITIONS

POSITION TITLE	ADJUSTED BUDGET FY 13/14	BUDGET FY 14/15
Administrative Assistant II (Classified)	6	6
Assistant Procurement Analyst	1	1
Building Maintenance Coordinator	1	0
Carpenter	1	1
Contracts Administrator	2	2
Contracts Supervisor	1	1
Department Administrative Manager	0	1
Department Business Manager	3	2
Director, General Services & Procurement	1	1
Distribution & Storage Technician I	2	2
Distribution & Storage Technician II	1	1
Electrician	4	4
Equipment Operator	4	4
Executive Assistant I (Classified)	1	1
Financial Technician	1	1
Fleet Maintenance Technician	3	3
Gardener	10	10
Lead Carpenter	0	1
Lead Custodian	1	1
Lead Distribution & Storage Technician	1	1
Lead Electrician	1	1
Lead Equipment Operator	1	1
Lead Fleet Maintenance Technician	1	1
Lead Gardener	4	4
Lead Maintenance Mechanic	1	1
Lead Maintenance Worker	3	3
Lead Marine Mechanic	1	1
Lead Painter	1	1
Lead Plumber	1	1
Lighting Technician	1	1
Locksmith	1	1
Maintenance Mechanic	1	1
Maintenance Planner/Inspector	3	3
Maintenance Planning Supervisor	1	1
Maintenance Supervisor	3	3
Maintenance Worker I	15	15
Maintenance Worker II	13	13
Management Analyst	1	0
Manager, Distribution & Storage	1	1
Manager, Maintenance Systems	0	1
Manager, Procurement Services	1	1
Marine Mechanic	2	2
Painter	2	2

General Services & Procurement

PERMANENT POSITIONS

POSITION TITLE	ADJUSTED BUDGET FY 13/14	BUDGET FY 14/15
Parking Meter Repair/Collector	2	2
Plumber	2	2
Purchasing Analyst	1	1
Purchasing Supervisor	1	1
Senior Equal Opportunity Analyst	1	1
Senior Purchasing Analyst	1	1
TOTAL	111	111

General Services & Procurement

SUMMARY OF DEPARTMENTAL EXPENSE

	ACTUAL RESULTS FY 12/13	ADJUSTED BUDGET FY 13/14	BUDGET FY 14/15	INC/(DEC) FY 14/15-13/14 BUDGET	% CHANGE
Personnel Expense	\$ 12,788,224	\$ 13,464,900	\$ 13,318,600	\$ (146,300)	-1.1%
Non-Personnel Expense	4,153,457	3,802,400	4,684,200	881,800	23.2%
Total Direct Expense	\$ 16,941,681	\$ 17,267,300	\$ 18,002,800	\$ 735,500	4.3%
Less: Capitalized Expense	(317,481)	-	(201,900)	(201,900)	-
Equipment Outlay	807,865	439,200	629,000	189,800	43.2%
TOTAL DEPARTMENTAL EXPENSE	\$ 17,432,065	\$ 17,706,500	\$ 18,429,900	\$ 723,400	4.1%

PERSONNEL EXPENSE

	ACTUAL RESULTS FY 12/13	ADJUSTED BUDGET FY 13/14	BUDGET FY 14/15	INC/(DEC) FY 14/15-13/14 BUDGET	% CHANGE
Salaries and Wages	\$ 7,040,415	\$ 7,234,400	\$ 7,233,800	\$ (600)	0.0%
Overtime	106,741	127,000	127,000	-	0.0%
Burden	4,687,696	5,016,600	4,864,600	(152,000)	-3.0%
OPEB Annual Expense	933,797	1,086,900	1,093,200	6,300	0.6%
Temporary Personnel	19,576	-	-	-	-
TOTAL PERSONNEL EXPENSE	\$ 12,788,224	\$ 13,464,900	\$ 13,318,600	\$ (146,300)	-1.1%

General Services & Procurement

EQUIPMENT OUTLAY

DESCRIPTION	QTY	UNIT COST	BUDGET FY 14/15
EQUIPMENT TRAILER	1	\$ 30,000	\$ 30,000
FLAT BED UTILITY TRAILER	6	8,000	48,000
FORKLIFT	1	50,000	50,000
FULL-SIZE EXTRA CAB PICK UP TRUCK	1	28,000	28,000
ONE-TON CREW CAB UTILITY BODY TRUCK	2	38,000	76,000
ONE-TON UTILITY BODY TRUCK W/ CRANE	1	40,000	40,000
PORTABLE WATER VALVE OPERATOR	1	7,000	7,000
PROGRAMMABLE LOGIC CONTROL SYSTEM*	1	350,000	350,000
TOTAL	14		\$ 629,000

* Item carried over from prior year.

General Services & Procurement
EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL RESULTS FY 12/13	ORIGINAL BUDGET FY 13/14	ADJUSTED BUDGET FY 13/14	BUDGET FY 14/15	CHANGE FROM ADJUSTED		
					dollars	pct	
600110 Overtime							
MISCELLANEOUS		\$ 127,000		\$ 127,000			
Total:	\$ 106,741	\$ 127,000	\$ 127,000	\$ 127,000	\$ -	0.0%	
600120 Temporary Personnel							
Total:	\$ 19,576	\$ -	\$ -	\$ -	\$ -	N/A	
SUBTOTAL: OVERTIME & TEMPS	\$ 126,317	\$ 127,000	\$ 127,000	\$ 127,000	\$ -	0.0%	
610100 Awards - Service							
Total:	\$ 123	\$ -	\$ -	\$ -	\$ -	N/A	
610110 Books & Periodicals							
TRADE RELATED		\$ -		\$ 2,700			
Total:	\$ 544	\$ -	\$ -	\$ 2,700	\$ 2,700	N/A	
610115 Employee Recognition							
EMPLOYEE RECOGNITION		\$ 3,500		\$ 3,300			
Total:	\$ 1,713	\$ 3,500	\$ 3,500	\$ 3,300	\$ (200)	-5.7%	
610120 Memberships & Dues							
CAPPO MEMBERSHIP		\$ -		\$ 1,200			
MEMBERSHIPS & DUES		2,700		3,100			
MSDS ONLINE		-		400			
NAT CONTRACT MGT ASSN (NCMA)		-		1,000			
Total:	\$ 3,162	\$ 2,700	\$ 2,700	\$ 5,700	\$ 3,000	111.1%	
610140 Seminars & Training							
MOBILE HARBOR CRANE TRAINING		\$ 25,000		\$ -			
SKILLS TRAINING		10,300		13,000			
Total:	\$ 12,181	\$ 35,300	\$ 35,300	\$ 13,000	\$ (22,300)	-63.2%	
615100 Mileage Reimbursement							
MILEAGE REIMBURSEMENT		\$ 4,700		\$ 3,500			
TRANSIT PASSES		500		1,700			
Total:	\$ 8,221	\$ 5,200	\$ 5,200	\$ 5,200	\$ -	0.0%	
615110 Travel							
MOBILE HARBOR CRANE TRAINING		\$ 15,000		\$ -			
Total:	\$ 11,037	\$ 15,000	\$ 15,000	\$ -	\$ (15,000)	-100.0%	
620100 Services - Professional & Other							
Total:	\$ 537	\$ -	\$ -	\$ -	\$ -	N/A	
630100 Breakage & Obsolescence							
Total:	\$ 1,706	\$ -	\$ -	\$ -	\$ -	N/A	
630110 Equipment & Systems							
Total:	\$ 1,792	\$ -	\$ -	\$ -	\$ -	N/A	
630120 Equipment Rental/Leasing							
CNG & HYBRID VEHICLE LEASE		\$ 77,600		\$ -			
CNG VEHICLE LEASE		-		26,000			
CRANE RENTAL		15,000		10,000			
EQUIPMENT RENTAL/LEASING		1,000		1,000			
HEAVY EQUIPMENT		50,000		60,000			
LIGHT TOWER RENTALS		9,600		-			
PORTABLE TOILET RENTAL		40,000		30,000			
Total:	\$ 129,820	\$ 193,200	\$ 193,200	\$ 127,000	\$ (66,200)	-34.3%	
630130 Office & Operating Supplies							
OPERATING SUPPLIES		\$ 16,000		\$ 16,000			
SUPPLIES		16,700		16,700			
TWIC-TRANSPORTATION WORKER ID		3,800		600			
Total:	\$ 49,429	\$ 36,500	\$ 36,500	\$ 33,300	\$ (3,200)	-8.8%	
630140 Postage & Shipping							
POSTAGE & SHIPPING		\$ 7,800		\$ 7,200			
Total:	\$ 2,404	\$ 7,800	\$ 7,800	\$ 7,200	\$ (600)	-7.7%	

**General Services & Procurement
EXPENSE BUDGET BREAKDOWN**

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL RESULTS FY 12/13	ORIGINAL BUDGET FY 13/14	ADJUSTED BUDGET FY 13/14	BUDGET FY 14/15	CHANGE FROM ADJUSTED	
					dollars	pct
630150 Safety Equipment & Supplies						
FIRE EXTINGUISHERS		\$ 3,900		\$ 5,000		
SAFETY INCENTIVE		8,800		8,800		
SAFETY SHOES		13,200		13,200		
SAFETY SUPPLIES & EQUIPMENT		14,800		14,800		
Total:	\$ 42,313	\$ 40,700	\$ 40,700	\$ 41,800	\$ 1,100	2.7%
630160 Small Tools						
SMALL TOOLS FOR MAINT OPERS		\$ 37,200		\$ 37,200		
Total:	\$ 32,548	\$ 37,200	\$ 37,200	\$ 37,200	\$ -	0.0%
630170 Fuel & Lubricants						
CNG/PROPANE		\$ 3,000		\$ 3,000		
GAS/DIESEL		730,000		766,500		
MOTOR OIL		7,500		7,500		
Total:	\$ 740,884	\$ 740,500	\$ 740,500	\$ 777,000	\$ 36,500	4.9%
630180 Parking Meter Supplies						
BATTERIES		\$ 1,600		\$ 2,000		
METER REPAIR PARTS		10,500		10,000		
STICKERS		900		900		
Total:	\$ 7,355	\$ 13,000	\$ 13,000	\$ 12,900	\$ (100)	-0.8%
630200 Uniforms						
LOSS/DAMAGE ALLOWANCE		\$ -		\$ 300		
UNIFORM JACKET		2,100		2,100		
UNIFORM SERVICE		37,000		34,800		
Total:	\$ 39,782	\$ 39,100	\$ 39,100	\$ 37,200	\$ (1,900)	-4.9%
650100 Facilities Maintenance-Supplies						
ALL CREWS		\$ 450,000		\$ 450,000		
RUOCCO PARK FIXTURE CONTINGENCY		14,300		14,300		
WAY FINDING SIGNAGE		-		12,000		
Total:	\$ 558,355	\$ 464,300	\$ 464,300	\$ 476,300	\$ 12,000	2.6%
650110 Facilities Maintenance-Outside Services						
ANIMAL AND PEST CONTROL		\$ 31,800		\$ 31,800		
CARPET AND CHAIR CLEANING		-		8,600		
CESAR CHAVEZ PARK SOCCER FIELD MAIN		140,000		-		
CUSTODIAL SERVICES		390,000		382,500		
DUMPSTER SERVICE		80,000		90,000		
ELEVATOR MAINT		100,000		100,000		
FIRE ALARMS MONITORING		35,000		35,500		
GRAFFITI REMOVAL		65,000		66,200		
H STREET MAINTENANCE		-		25,000		
HARBOR DRIVE LANDSCAPE		-		180,000		
HVAC OTHER LOCATIONS		153,800		139,700		
LANE FIELD PARK/PLAZA MAINTENANCE		-		100,000		
NEVP MAINTENANCE CONTRACT		-		500,000		
POINT LOMA MEDIAN MAINTENANCE		-		125,000		
RECYCLING SERVICES		24,200		25,000		
RUOCCO PARK MAINTENANCE		270,000		179,000		
STREET LIGHTING		22,000		20,000		
WINDOW CLEANING		25,000		25,000		
Total:	\$ 1,420,508	\$ 1,336,800	\$ 1,336,800	\$ 2,033,300	\$ 696,500	52.1%
650120 Equipment Maintenance-Supplies						
AUTOMOTIVE EQ/BOATS		\$ 155,000		\$ 155,000		
FAST BOAT MAINTENANCE		-		24,900		
FORD PARTS		15,300		15,300		
HPD FIRESTORM MONITORS		-		17,000		
TIRES		23,000		20,000		
Total:	\$ 240,523	\$ 193,300	\$ 193,300	\$ 232,200	\$ 38,900	20.1%

**General Services & Procurement
EXPENSE BUDGET BREAKDOWN**

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL	ORIGINAL	ADJUSTED	BUDGET	CHANGE FROM	
	RESULTS	BUDGET	BUDGET		ADJUSTED	
	FY 12/13	FY 13/14	FY 13/14	FY 14/15	dollars	pct
650130 Equipment Maintenance-Outside Services						
BOAT HULL MAINTENANCE		\$ 20,000		\$ 20,000		
BOAT REPAIR		15,000		15,000		
EMISSION ANALYZER MAINT		3,600		3,600		
EQUIPMENT CERTIFICATION AND INSPECT		20,000		3,500		
EQUIPMENT MAINTENANCE-OUTSIDE		2,000		2,000		
FIRE EXTINGUISHER HYDROTEST		4,800		5,000		
HPD AUTO BODY REPAIRS		-		18,000		
METER PAINTING		5,000		5,000		
MOBILE HARBOR CRANE PAINTING		30,000		-		
MOWER REEL MAINTENANANCE		30,000		30,000		
OTHER EQUIPMENT SERVICE/MAINT		60,000		60,000		
PARTS CLEANER		4,800		2,000		
VEHICLE PAINTING		30,000		30,000		
VESSEL FIRE SUPPRESSION SYS		-		1,600		
Total:	\$ 390,191	\$ 225,200	\$ 225,200	\$ 195,700	\$ (29,500)	-13.1%
650131 As - Needed Maintenance						
ABANDONED & DERELICT VESSEL		\$ 50,000		\$ 180,000		
ADMIN ROOF EPOXY INJECTIONS		5,000		5,000		
BRUSH AND WEED REMOVAL		15,000		15,000		
CST SPRUNG STRUCTURE/WINDOW CL		31,200		31,600		
DOORS (ROLL UP) MAINTENANCE		18,500		18,500		
DOORS AND GATES, ELECTRIC		3,700		3,700		
DUMPSTER SERVICE TRANSFER		45,600		45,600		
FENCE AND GATE MAINTENANCE		10,000		10,000		
HARBOR POLICE CARPET REPLACEMENT		-		15,000		
HOLIDAY LITTER PICKUP		-		5,000		
LITTER AND BRUSH PICKUP		10,000		-		
MISC SMALL OUTSIDE SERVICES		53,000		57,700		
PAINTING MAINTENANCE		10,000		20,000		
PAVEMENT MAINT		-		40,000		
PLANT MAINTENANCE		-		3,000		
ROOF MAINTENANCE		10,000		10,000		
STREET SWEEPING MAINT		-		25,000		
TREE TRIMMING		125,000		125,000		
UNDERGROUND SERVICE ALERT		1,400		1,600		
UTILITY LEAK DETECTION		-		5,000		
VESSEL SURVEYING		6,000		6,000		
Total:	\$ 442,545	\$ 394,400	\$ 394,400	\$ 622,700	\$ 228,300	57.9%
660100 Advertising						
ADVERTISING		\$ 7,000		\$ 6,100		
Total:	\$ 7,046	\$ 7,000	\$ 7,000	\$ 6,100	\$ (900)	-12.9%
660110 Promotional Services						
CALTRANS PROCUREMENT VENDOR		\$ 200		\$ 500		
PROMOTIONAL SERVICES		1,200		1,200		
SD COUNTY WATER AUTH PATHS		500		500		
SD SUPPLIER DEV COUNCIL-ANNUAL		200		500		
SD SUPPLIER DEV COUNCIL-MONTHLY		200		500		
SMALL BUSINESS SYMPOSIUM		700		700		
Total:	\$ 1,168	\$ 3,000	\$ 3,000	\$ 3,900	\$ 900	30.0%
660120 Promotional Materials						
PROMOTIONAL MATERIALS		-		1,800		
Total:	\$ -	\$ -	\$ -	\$ 1,800	\$ 1,800	N/A
660150 Refuse & Hazardous Waste Disposal						
Total:	\$ 1,447	\$ -	\$ -	\$ -	\$ -	N/A
670130 Permits/Certificates/License						
PERMIT/CERT/LICENSE		\$ 8,700		\$ 8,700		
Total:	\$ 6,124	\$ 8,700	\$ 8,700	\$ 8,700	\$ -	0.0%
SUBTOTAL: NON-PERSONNEL EXPENSE	\$ 4,153,457	\$ 3,802,400	\$ 3,802,400	\$ 4,684,200	\$ 881,800	23.2%
GRAND TOTAL:	\$ 4,279,774	\$ 3,929,400	\$ 3,929,400	\$ 4,811,200	\$ 881,800	22.4%

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Government & Civic Relations

Reclass: 1 Grants Technician to Management Analyst

1 Legislative Policy Administrator to Program Manager

1 Manager, Government Relations to Chief Policy Advisor

Eliminate: 1 Executive Assistant I (Classified)

PERMANENT POSITIONS

POSITION TITLE	ADJUSTED BUDGET FY 13/14	BUDGET FY 14/15
Chief Policy Advisor	0	1
Executive Assistant I (Classified)	1	0
Grants Technician	1	0
Legislative Policy Administrator	2	1
Management Analyst	0	1
Manager, Government Relations	1	0
Program Manager	0	1
Senior Manager, Public Policy	1	1
TOTAL	6	5

Government & Civic Relations

SUMMARY OF DEPARTMENTAL EXPENSE

	ACTUAL RESULTS FY 12/13	ADJUSTED BUDGET FY 13/14	BUDGET FY 14/15	INC/(DEC) FY 14/15-13/14 BUDGET	% CHANGE
Personnel Expense	\$ 1,667,220	\$ 811,600	\$ 707,800	\$ (103,800)	-12.8%
Non-Personnel Expense	627,499	386,050	371,600	(14,450)	-3.7%
Total Direct Expense	\$ 2,294,719	\$ 1,197,650	\$ 1,079,400	\$ (118,250)	-9.9%
Less: Capitalized Expense	-	-	-	-	-
Equipment Outlay	-	-	150,000	150,000	-
TOTAL DEPARTMENTAL EXPENSE	\$ 2,294,719	\$ 1,197,650	\$ 1,229,400	\$ 31,750	2.7%

PERSONNEL EXPENSE

	ACTUAL RESULTS FY 12/13	ADJUSTED BUDGET FY 13/14	BUDGET FY 14/15	INC/(DEC) FY 14/15-13/14 BUDGET	% CHANGE
Salaries and Wages	\$ 1,092,556	\$ 500,800	\$ 451,900	\$ (48,900)	-9.8%
Overtime	602	-	-	-	-
Burden	477,925	252,000	206,700	(45,300)	-18.0%
OPEB Annual Expense	88,274	58,800	49,200	(9,600)	-16.3%
Temporary Personnel	7,863	-	-	-	-
TOTAL PERSONNEL EXPENSE	\$ 1,667,220	\$ 811,600	\$ 707,800	\$ (103,800)	-12.8%

Government & Civic Relations

EQUIPMENT OUTLAY

DESCRIPTION	QTY	UNIT COST	BUDGET FY 14/15
PORT SECURITY GRANT - MATCHING FUND	1	\$ 150,000	\$ 150,000
TOTAL	1		\$ 150,000

**Government & Civic Relations
EXPENSE BUDGET BREAKDOWN**

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL	ORIGINAL	ADJUSTED	BUDGET	CHANGE FROM	
	RESULTS	BUDGET	BUDGET		ADJUSTED	
	FY 12/13	FY 13/14	FY 13/14	FY 14/15	dollars	pct
600110 Overtime						
Total:	\$ 602	\$ -	\$ -	\$ -	\$ -	N/A
600120 Temporary Personnel						
Total:	\$ 7,863	\$ -	\$ -	\$ -	\$ -	N/A
SUBTOTAL: OVERTIME & TEMPS	\$ 8,465	\$ -	\$ -	\$ -	\$ -	N/A
610110 Books & Periodicals GOV/PROFESSIONAL PUBLICATIONS		\$ -		\$ 1,000		
Total:	\$ 4,497	\$ -	\$ -	\$ 1,000	\$ 1,000	N/A
610115 Employee Recognition EMPLOYEE RECOGNITION		\$ 200		\$ 200		
Total:	\$ 482	\$ 200	\$ 200	\$ 200	\$ -	0.0%
610120 Memberships & Dues MEMBERSHIP & DUES		\$ 58,700		\$ 123,500		
Total:	\$ 107,857	\$ 58,700	\$ 58,700	\$ 123,500	\$ 64,800	110.4%
610140 Seminars & Training PORT-RELATED CONFERENCES		\$ 8,000		\$ 8,000		
Total:	\$ 4,949	\$ 8,000	\$ 8,000	\$ 8,000	\$ -	0.0%
615100 Mileage Reimbursement MILEAGE REIMBURSEMENT		\$ 3,600		\$ 3,600		
Total:	\$ 8,849	\$ 3,600	\$ 3,600	\$ 3,600	\$ -	0.0%
615110 Travel MEXICO OTHER TRIPS SACRAMENTO TRAINING SEMINARS WASHINGTON DC		\$ 5,500 14,500 20,000 5,000 30,000		\$ 5,500 9,500 15,000 5,000 15,000		
Total:	\$ 24,232	\$ 75,000	\$ 75,000	\$ 50,000	\$ (25,000)	-33.3%
620100 Services - Professional & Other E-CIVIS (GRANT RESEARCH ENGINE) LEGISLATIVE SERVICES - SACRAMENTO SANDAG GOODS MOVEMENT POLICY		\$ 9,000 75,000 60,000		\$ - 105,000 60,000		
Total:	\$ 420,759	\$ 144,000	\$ 144,000	\$ 165,000	\$ 21,000	14.6%
630130 Office & Operating Supplies OFFICE SUPPLIES TWIC CARDS		\$ 7,000 200		\$ 7,000 200		
Total:	\$ 5,612	\$ 7,200	\$ 7,200	\$ 7,200	\$ -	0.0%
630140 Postage & Shipping OUTREACH POSTAGE POSTAGE		\$ 3,500 600		\$ 3,500 600		
Total:	\$ 468	\$ 4,100	\$ 4,100	\$ 4,100	\$ -	0.0%
640100 Space Rental						
Total:	\$ (100)	\$ -	\$ -	\$ -	\$ -	N/A
650130 Equipment Maintenance-Outside Services MAINTENANCE		\$ 1,500		\$ 500		
Total:	\$ 122	\$ 1,500	\$ 1,500	\$ 500	\$ (1,000)	-66.7%
660100 Advertising						
Total:	\$ 114	\$ -	\$ -	\$ -	\$ -	N/A

**Government & Civic Relations
EXPENSE BUDGET BREAKDOWN**

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL	ORIGINAL	ADJUSTED	BUDGET	CHANGE FROM	
	RESULTS	BUDGET	BUDGET		ADJUSTED	
	FY 12/13	FY 13/14	FY 13/14	FY 14/15	dollars	pct
660110 Promotional Services						
COMMUNITY AND STAKEHOLDER OUTREACH		\$ 2,500		\$ 5,500		
EVENT AND SEMINAR SPONSORSHIPS		2,500		3,000		
Total:	\$ 45,938	\$ 5,000	\$ 5,000	\$ 8,500	\$ 3,500	70.0%
660120 Promotional Materials						
Total:	\$ 3,721	\$ -	\$ -	\$ -	\$ -	N/A
660136 Grant Funded Expenditures						
PORT SECURITY GRANT - MATCHING FUND		\$ 150,000		\$ -		
Total:	\$ -	\$ 150,000	\$ 78,750	\$ -	\$ (78,750)	-100.0%
SUBTOTAL: NON-PERSONNEL EXPENSE	\$ 627,499	\$ 457,300	\$ 386,050	\$ 371,600	\$ (14,450)	-3.7%
GRAND TOTAL:	\$ 635,964	\$ 457,300	\$ 386,050	\$ 371,600	\$ (14,450)	-3.7%

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HARBOR POLICE DEPARTMENT

Mission Statement

To provide the highest standard of public safety and homeland security through a dedicated team of highly trained professionals.

Vision Statement

The Harbor Police Department is a dynamic public service organization and national leader in public safety and homeland security.

Objectives

- Public Safety arm of the District is charged with the responsibility of implementing and coordinating public safety and homeland security measures on Port Tidelands, San Diego Bay, and the SDCRAA
- Provide all aspects of community oriented policing, vehicle and vessel patrol, marine firefighting, airport security, and homeland security operations
- Foster a culture of service through collaboration, integrity, and professionalism
- Achieve a high performance department by maximizing the potential of all personnel
- Provide highly effective and efficient public safety and homeland security services as a regional asset
- Promote a multi-disciplined public safety and homeland security function as a regional resource
- Strengthen the Harbor Police Department's financial performance
- To assess, pursue, and implement functional technology for the current and future needs of the Department
- Develop and maintain an appropriate level of resources and infrastructure

- Police Records Management
- Explosive Detection Canine Unit
- Narcotics Detection Canine Unit
- Retired Senior Volunteer Program (RSVP)
- Dive Team/Water Rescue
- Rifle Team
- Bike Team
- Honor Guard Team
- Emergency Medical Services
- Permitting
- Mutual Aid
- Contract for Services
- Fast Response Vessel Operations
- Enhanced Regional Communications System Interoperability (RCS)
- Partner with the United States Coast Guard, United States Navy, Customs Border Protection, and the California National Guard in a multi-agency command center known as Joint Harbor Operations Center (JHOC), the first of its kind in the nation
- Participation in the Federal and State Port Security Grant Programs
- Participation in three task forces: the FBI Joint Terrorism Task Force (JTTF), the Homeland Security Investigations San Diego Air and Marine Task Force (MTF) and the Drug Enforcement Administration Narcotic Task Force (NTF)

The Harbor Police Department currently has 153 permanent positions.

Current Services

To achieve the Department's Mission and Vision statements, staff is committed to providing the following services:

- Port/Seaport Law Enforcement/Security
- Tidelands Law Enforcement/Patrol
- Marine Firefighting and Patrol
- Airport Law Enforcement Services
- 911 Capable Public Safety Dispatching
- Investigations

Harbor Police Department

Transfer: 1 Associate Engineer from Engineering-Construction

1 Office Assistant (Classified) from Real Estate

Reclass: 1 Associate Engineer to Homeland Security Intelligence Coordinator

1 Staff Assistant I (Classified) to Staff Assistant II

Eliminate: 2 Harbor Police Officers

1 Homeland Security Program Manager

PERMANENT POSITIONS

POSITION TITLE	ADJUSTED BUDGET FY 13/14	BUDGET FY 14/15
Administrative Assistant II (Classified)	1	1
Assistant Chief of Harbor Police	1	1
Assistant to Vice President	1	1
Community Service Officer	3	3
Community Service Officer Supervisor	1	1
Facility Security Coordinator	1	1
Harbor Police Captain	1	1
Harbor Police Corporal	15	15
Harbor Police Lieutenant	5	5
Harbor Police Officer	85	83
Harbor Police Sergeant	17	17
Homeland Security Intelligence Coordinator	0	0
Homeland Security Program Manager	1	0
Human Resources Technician (Unclassified)	1	1
Lead Public Safety Dispatcher	4	4
Office Assistant (Classified)	0	1
Police Records Assistant	3	3
Police Records Supervisor	1	1
Public Safety Dispatch Supervisor	2	2
Public Safety Dispatcher	8	8
Senior Police Records Assistant	1	1
Staff Assistant I (Classified)	1	0
Staff Assistant II	0	1
Vice President, Public Safety/Chief of HP	1	1
TOTAL	154	153

Harbor Police Department

SUMMARY OF DEPARTMENTAL EXPENSE

	ACTUAL RESULTS FY 12/13	ADJUSTED BUDGET FY 13/14	BUDGET FY 14/15	INC/(DEC) FY 14/15-13/14 BUDGET	% CHANGE
Personnel Expense	\$ 28,643,834	\$ 29,574,800	\$ 29,647,400	\$ 72,600	0.2%
Non-Personnel Expense	1,681,328	1,408,800	1,700,100	291,300	20.7%
Total Direct Expense	\$ 30,325,162	\$ 30,983,600	\$ 31,347,500	\$ 363,900	1.2%
Less: Capitalized Expense	-	-	-	-	-
Equipment Outlay	327,356	833,600	1,149,800	316,200	37.9%
TOTAL DEPARTMENTAL EXPENSE	\$ 30,652,518	\$ 31,817,200	\$ 32,497,300	\$ 680,100	2.1%

PERSONNEL EXPENSE

	ACTUAL RESULTS FY 12/13	ADJUSTED BUDGET FY 13/14	BUDGET FY 14/15	INC/(DEC) FY 14/15-13/14 BUDGET	% CHANGE
Salaries and Wages	\$ 14,880,537	\$ 15,494,700	\$ 14,967,700	\$ (527,000)	-3.4%
Overtime	1,658,495	1,141,500	1,330,900	189,400	16.6%
Burden	10,840,707	11,430,500	11,842,000	411,500	3.6%
OPEB Annual Expense	1,261,927	1,508,100	1,506,800	(1,300)	-0.1%
Temporary Personnel	2,167	-	-	-	-
TOTAL PERSONNEL EXPENSE	\$ 28,643,834	\$ 29,574,800	\$ 29,647,400	\$ 72,600	0.2%

Harbor Police Department

EQUIPMENT OUTLAY

DESCRIPTION	QTY	UNIT COST	BUDGET FY 14/15
AIS TRANSPONDERS FOR SAFEBOATS*	3	\$ 6,700	\$ 20,100
FIRE/TACTICAL TRAINING SIMULATOR*	1	380,000	380,000
ONBOARD AIR SYS - FIRESTORM VESSEL*	2	12,500	25,000
STONEGARDEN VEHICLE*	1	70,000	70,000
BUILDOUT FOR K-9 VEHICLE**	1	27,000	27,000
K-9 SUV**	1	33,600	33,600
INFLATABLE RESCUE BOAT***	1	25,000	25,000
PA SYSTEM WIRELESS ACCESS***	1	5,000	5,000
THERMAL IMAGING BINOCULARS***	2	10,000	20,000
12 PASSENGER TRANSPORT VAN	1	31,000	31,000
911 TEXTING SYSTEM	1	10,000	10,000
CANINE KENNEL	1	6,500	6,500
DELIVERY TRUCK	1	41,000	41,000
HYBRID MID-SIZED SEDAN	4	30,000	120,000
PATROL VEHICLE, SUV	5	34,000	170,000
PATROL VEHICLE, SUV BUILD-OUT	5	31,400	157,000
TRAILER MOUNTED SPEED DETECTION SYSTEM	1	8,600	8,600
TOTAL	32		\$ 1,149,800

* Partially Grant Funded.

** Items carried over from FY 13/14 budget.

*** Per the Municipal Services Agreement with the City of Imperial Beach, the District provides equipment for Lifeguard Services.

Harbor Police Department
EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL	ORIGINAL	ADJUSTED	BUDGET	CHANGE FROM	
	RESULTS	BUDGET	BUDGET		ADJUSTED	
	FY 12/13	FY 13/14	FY 13/14	FY 14/15	dollars	pct
600110 Overtime						
ADMINISTRATIVE SUPPORT		\$ 2,000		\$ 5,000		
DISPATCH			24,100	33,000		
DIVE TEAM			70,000	125,000		
LAW ENFORCEMENT OPERATIONS			120,000	200,000		
RECRUITING			-	7,500		
REIMBURSED EVENTS			183,400	73,400		
SPECIAL EVENTS			91,000	92,000		
SWORN MANDATORY STAFFING			158,000	300,000		
TRAINING DISPATCH			8,000	10,000		
TRAINING SWORN			485,000	485,000		
Total:	\$ 1,658,495	\$ 1,141,500	\$ 1,141,500	\$ 1,330,900	\$ 189,400	16.6%
600120 Temporary Personnel						
Total:	\$ 2,167	\$ -	\$ -	\$ -	\$ -	N/A
SUBTOTAL: OVERTIME & TEMPS	\$ 1,660,662	\$ 1,141,500	\$ 1,141,500	\$ 1,330,900	\$ 189,400	16.6%
610100 Awards - Service						
Total:	\$ 800	\$ -	\$ -	\$ -	\$ -	N/A
610110 Books & Periodicals						
LEGAL MANUALS		\$ 1,200		\$ 1,400		
PROFESSIONAL DEVELOPMENT BOOKS			-	700		
STATE & FEDERAL CODE			4,000	4,000		
Total:	\$ 4,747	\$ 5,200	\$ 5,200	\$ 6,100	\$ 900	17.3%
610115 Employee Recognition						
EMPLOYEE RECOGNITION		\$ 6,100		\$ 6,100		
Total:	\$ 5,622	\$ 6,100	\$ 6,100	\$ 6,100	\$ -	0.0%
610120 Memberships & Dues						
MEMBERSHIPS & DUES		\$ 2,800		\$ 3,000		
Total:	\$ 3,125	\$ 2,800	\$ 2,800	\$ 3,000	\$ 200	7.1%
610140 Seminars & Training						
AIRPORT SPECIFIC TRAINING		\$ 4,300		\$ -		
CLERICAL SUPPORT TRAINING			900	1,500		
CSO TRAINING			200	2,000		
DEFENSIVE TACTICS COURSE			200	2,000		
DISPATCH TRAINING COURSES			3,600	2,500		
DIVE TRAINING			1,100	-		
FIREARMS ARMORER & INSTRUCTOR			400	1,000		
FTO			200	-		
HOMELAND SECURITY TRAINING			2,000	2,500		
LEXIPOL DAILY TRAINING BULLETINS			-	9,000		
MANDATED TRAINING (POST)			2,100	1,000		
MARINE			1,300	-		
MGMT/SUPRVR/LEADERSHIP TRNG			900	1,500		
RANGE USE FEES			300	5,000		
ROT - POST			2,000	-		
SEMINARS AND TRAINING			400	1,000		
TACTICAL TRAINING			6,200	5,000		
Total:	\$ 70,182	\$ 26,100	\$ 26,100	\$ 34,000	\$ 7,900	30.3%
615100 Mileage Reimbursement						
MILEAGE REIMBURSEMENT		\$ 18,000		\$ 18,000		
Total:	\$ 61,378	\$ 18,000	\$ 18,000	\$ 18,000	\$ -	0.0%

Harbor Police Department
EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL	ORIGINAL	ADJUSTED	BUDGET	CHANGE FROM	
	RESULTS	BUDGET	BUDGET		ADJUSTED	
	FY 12/13	FY 13/14	FY 13/14	FY 14/15	dollars	pct
615110 Travel						
AIRPORT SPECIFIC TRAVEL		\$ 8,000		\$ 5,000		
CHIEFS' & SHERIFF'S ASSOC. RET		500		1,000		
COMMAND STAFF TRAVEL		-		1,000		
DISPATCH TRAINING COURSES		1,000		2,000		
HOMELAND SECURITY TRAINING		-		1,500		
MARITIME LAW ENFORCEMENT TRNG CTR		45,800		28,100		
MGMT/SUPRVR/LEADERSHIP TRNG		-		2,500		
RECRUITING/BACKGROUNDS		-		2,000		
TRAINING RELATED TRAVEL		7,500		5,000		
Total:	\$ 94,167	\$ 62,800	\$ 62,800	\$ 48,100	\$ (14,700)	-23.4%
620100 Services - Professional & Other						
ALPHA PROJECT - HOMELESS OUTREACH		\$ -		\$ 110,000		
COMPUTER SVCS-SUN, ARJIS, ETC		52,400		47,700		
DIVE PHYSICALS		-		11,300		
FINGERPRINT CHECKS-EMPLOYMENT		-		2,000		
HEARING CONSERVATION		-		3,100		
HLS STRATEGIC PLAN UPDATE		30,000		-		
MEDICAL EXAMS (SART)		3,000		3,000		
NEVP SECURITY		-		75,000		
PROFESSIONAL SERVICES		16,900		16,900		
RESPIRATOR PHYSICALS		-		7,200		
SHERIFF'S DEPT. PROPERTY RETEN		3,000		3,000		
TB SCREENING		-		5,700		
VESSEL TOWING SERVICES		25,000		25,000		
VETERINARIAN SERVICES		5,000		5,000		
Total:	\$ 193,588	\$ 135,300	\$ 185,300	\$ 314,900	\$ 129,600	69.9%
620110 Services - Legal - Port Attorney						
Total:	\$ 168,691	\$ -	\$ -	\$ -	\$ -	N/A
630110 Equipment & Systems						
AEDS		\$ 2,000		\$ 2,000		
COMPUTER HARDWARE		44,400		30,100		
DEFENSIVE TACTICS TRNG EQPT		500		500		
DISPATCH EQUIPMENT		4,800		3,300		
DIVE TEAM EQUIPMENT		27,200		27,200		
EMERGENCY VEH TRNG EQPT		1,100		-		
ENCRYPTED AND NON-ENCRYPTED RADIOS		-		17,000		
EQPT FOR IMP BEACH (NON CAPITAL)		-		54,000		
FURNITURE		-		5,000		
HOMELAND SECURITY EOC EQPT		500		500		
K9 KENNEL & SUPPLIES		6,000		-		
K9 SUPPLIES (NON-FOOD)		2,000		-		
OFFICE EQUIPMENT		1,500		1,500		
POLICE EQUIPMENT		15,000		18,100		
POWER SOURCES (BATTERIES, UPS)		2,000		2,000		
RSVP PROGRAM		800		800		
TRAFFIC TEAM EQUIPMENT		200		-		
VESSELS/FIRE		17,000		22,000		
WEAPONS TRAINING UNIT EQPT		1,000		2,500		
Total:	\$ 153,712	\$ 126,000	\$ 126,000	\$ 186,500	\$ 60,500	48.0%
630120 Equipment Rental/Leasing						
JULY 4TH EQUIPMENT		\$ 2,200		\$ 2,200		
TRAILERS		36,700		36,700		
Total:	\$ 28,696	\$ 38,900	\$ 38,900	\$ 38,900	\$ -	0.0%
630130 Office & Operating Supplies						
OFFICE SUPPLIES		\$ 21,000		\$ 13,000		
OPERATING SUPPLIES		23,000		31,000		
PRINTING		7,200		17,500		
Total:	\$ 47,033	\$ 51,200	\$ 51,200	\$ 61,500	\$ 10,300	20.1%

Harbor Police Department
EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL	ORIGINAL	ADJUSTED	BUDGET	CHANGE FROM	
	RESULTS	BUDGET	BUDGET		ADJUSTED	
	FY 12/13	FY 13/14	FY 13/14	FY 14/15	dollars	pct
630140 Postage & Shipping						
POSTAGE & SHIPPING		\$ 7,000		\$ 7,000		
Total:	\$ 5,651	\$ 7,000	\$ 7,000	\$ 7,000	\$ -	0.0%
630150 Safety Equipment & Supplies						
AMMUNITION - .223		\$ 80,000		\$ 80,000		
AMMUNITION - .40		-		30,000		
AMMUNITION - .45 AND 9MM		8,200		10,000		
AMMUNITION - 12 GA. BUCKSHOT		-		5,000		
CSO SAFETY EQUIPMENT		3,200		-		
FIRE TURNOUT GEAR		10,800		18,300		
FIRST AID SUPPLIES		1,500		1,900		
FORCE TACTICS UNIT EQUIPMENT		500		500		
HOMELAND SECURITY EQUIPMENT		300		-		
PROTECTIVE VESTS		20,100		15,000		
RAIN GEAR		2,000		-		
SAFETY SHOES (PER MOU)		200		200		
TASER EQUIPMENT & REPLACEMENT		3,000		33,000		
WEAPONS/PARTS		13,000		8,700		
Total:	\$ 99,778	\$ 142,800	\$ 142,800	\$ 202,600	\$ 59,800	41.9%
630170 Fuel & Lubricants						
Total:	\$ 44,170	\$ -	\$ -	\$ -	\$ -	N/A
630200 Uniforms						
BADGES, PINS, PATCHES		\$ 2,000		\$ 5,900		
REPLACE DAMAGED UNIFORM ITEMS		1,700		1,000		
UNIFORM FOR RSVPS		1,700		1,500		
UNIFORM SHIRTS - NON-SWORN		-		1,100		
UNIFORMS - COMMUNITY SERV OFFICERS		4,100		5,800		
UNIFORMS - DISPATCH (PER MOU)		5,500		5,600		
UNIFORMS - SWORN (PER MOU)		163,800		187,500		
UNIFORMS FOR HONOR GUARD		800		800		
Total:	\$ 200,115	\$ 179,600	\$ 179,600	\$ 209,200	\$ 29,600	16.5%
640110 Telephone & Communications						
3CS DATA LINES		\$ -		\$ 7,500		
CDPD LINES (WIRELESS CONNECT)		30,000		30,000		
CELLULAR SERVICE		15,300		15,300		
DIRECTV MONTHLY SERVICE		2,000		2,000		
MOBILE LOCK SERVICES		1,000		1,000		
RCS RADIO FEES		75,000		75,000		
SATELLITE PHONES		8,000		8,000		
TELEPHONE EQUIPMENT		5,000		5,000		
TELEPHONE SERVICE		147,600		152,000		
Total:	\$ 292,286	\$ 283,900	\$ 283,900	\$ 295,800	\$ 11,900	4.2%
650100 Facilities Maintenance-Supplies						
REPLACE DISPATCH WINDOWS		\$ 8,400		\$ -		
Total:	\$ -	\$ 8,400	\$ 8,400	\$ -	\$ (8,400)	-100.0%
650120 Equipment Maintenance-Supplies						
TONER		\$ -		\$ 8,000		
Total:	\$ 1,238	\$ -	\$ -	\$ 8,000	\$ 8,000	N/A
650130 Equipment Maintenance-Outside Services						
DISPATCH RECORDER MAINTENANCE		\$ 3,700		\$ -		
DIVE TEAM EQUIPMENT		10,000		10,000		
FIRE EQUIPMENT		18,500		19,900		
GEN EQPT MAINTENANCE		3,000		3,000		
MAINT CAR/VESSEL AUDIO/VIDEO SYSTEM		-		15,000		
MAINTENANCE CONTRACTS & EQUIP		21,500		56,000		
TRAFFIC SIGNS MAINT & REPAIRS		5,000		2,500		
Total:	\$ 35,986	\$ 61,700	\$ 61,700	\$ 106,400	\$ 44,700	72.4%

Harbor Police Department
EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL	ORIGINAL	ADJUSTED	BUDGET	CHANGE FROM	
	RESULTS	BUDGET	BUDGET		ADJUSTED	
	FY 12/13	FY 13/14	FY 13/14	FY 14/15	dollars	pct
650140 Software Maintenance						
DISPATCH PACKET CLUSTER LICENS		\$ 15,000		\$ 15,000		
LOGISYS CONTRACT		57,500		59,300		
NETRMS ANNUAL FEES		1,800		1,800		
Total:	\$ 79,046	\$ 74,300	\$ 74,300	\$ 76,100	\$ 1,800	2.4%
660100 Advertising						
Total:	\$ 14	\$ -	\$ -	\$ -	\$ -	N/A
660110 Promotional Services						
PROMO SERVICES, GENERAL		\$ 600		\$ 600		
RECRUITING ACTIVITIES		200		200		
RSVP APPRECIATION		500		500		
Total:	\$ 1,368	\$ 1,300	\$ 1,300	\$ 1,300	\$ -	0.0%
660120 Promotional Materials						
PROMOTIONAL & RECRUITING SUPPL		\$ -		\$ 1,000		
Total:	\$ 9,764	\$ -	\$ -	\$ 1,000	\$ 1,000	N/A
660130 Svcs - Fire, Police, Rescue, Emergency						
CITY POLICE SVS/TRAFFIC CONTROL		\$ 6,800		\$ -		
Total:	\$ -	\$ 6,800	\$ 6,800	\$ -	\$ (6,800)	-100.0%
660136 Grant Funded Expenditures						
CONTINUITY OF OPERATIONS PLAN		\$ 30,000		\$ -		
EQUIPMENT - SHSGP		15,700		15,700		
FUEL-OPERATION STONEGARDEN		50,000		25,000		
PORT SECURITY GRANT - 12		24,900		-		
PORT SECURITY GRANT - 13		-		31,900		
SDCLEF GRANT		-		2,500		
TSA - SUPPLIES		-		500		
Total:	\$ -	\$ 120,600	\$ 120,600	\$ 75,600	\$ (45,000)	-37.3%
670100 Bad Debt Expense						
Total:	\$ 1,339	\$ -	\$ -	\$ -	\$ -	N/A
670130 Permits/Certificates/License						
Total:	\$ 360	\$ -	\$ -	\$ -	\$ -	N/A
680100 Seized Asset/Forfeitures-Harbor Police						
Total:	\$ 78,471	\$ -	\$ -	\$ -	\$ -	N/A
SUBTOTAL: NON-PERSONNEL EXPENSE	\$ 1,681,328	\$ 1,358,800	\$ 1,408,800	\$ 1,700,100	\$ 291,300	20.7%
GRAND TOTAL:	\$ 3,341,990	\$ 2,500,300	\$ 2,550,300	\$ 3,031,000	\$ 480,700	18.8%

HUMAN RESOURCES

Mission Statement

The Human Resources department serves as a strategic partner alongside District management and staff in supporting the roles of the organization. The Department takes a leadership position to establish the optimal work environment for obtaining sustained high productivity, continuous improvement, organizational renewal, and exceptional customer service.

Human Resources acts as a catalyst, enabling all employees to contribute at optimum levels towards the success of the District.

We succeed by earning the satisfaction of our customers, the respect and trust of those who govern us, support us, do business with us, and the pride of our employees.

Vision Statement

To be recognized as world class leaders in applying human resources best practices and innovations to make the District an employer of choice.

Objectives

- Create and sustain positive relationships with stakeholders and the community at large
- Support other District departments in running their business
- Maintain the District's financial stability
- Participate visibly and collaboratively with communities in the region
- Deliver customer-focused services in an effective, timely, and courteous manner
- Recruit, retain, and develop a highly skilled, diverse workforce
- Reinforce a safe, open, and secure work environment for District employees
- Encourage an organizational culture of learning and growth
- Retain intellectual assets and corporate knowledge of the District
- Assist in safeguarding District's assets, including the employees
- Continuously evaluate and improve business systems and processes
- Track and implement new trends in the industry
- Focus on operational excellence
- Support management to implement improvements

Current Services

To achieve the Department's Mission and Vision statements, staff is committed to providing the following services:

HR Operations

- Recruiting
- New hire orientation
- Intern program
- Desk audits
- Investigations
- Personnel file management
- Manage the progressive discipline process
- Performance management
- Employee appreciation programs
- Salary Ordinance maintenance
- District classification system maintenance
- Exit interview process

Labor Relations

- Coordinate/facilitate labor and management collaboration opportunities
- Maintain and enforce personnel rules and regulations
- Maintain memorandum of understanding with unions
- Conduct labor negotiations

Benefits Management

- Overall administration for all employee benefits
- Wellness program
- Deferred compensation
- Tuition reimbursement
- Retiree interface
- Open enrollment
- COBRA administration
- Fit-for-Duty management
- Americans with Disabilities Act compliance
- Leave administration
- Retirement

Payroll

- Timely and accurate processing of employee payroll in compliance with IRS, state regulations, and District policies

Training

- Regulatory training
- Human resources training as outlined in the District's five-year training plan
- Diagnostics
- Process improvement

- Change management
- Teambuilding
- Group facilitation
- Career development
- Coaching
- Succession planning

Equal Opportunity Employment and Non-Discrimination

- Diversity awareness
- District's Americans with Disability Act Coordinator
- Community outreach

The Human Resources department currently has 18 permanent positions.

Human Resources

Transfer: 1 Assistant to Vice President from Office of the District Clerk

Reclassify: 1 Assistant to Vice President to Executive Assistant I (Unclassified)

1 Executive Assistant I (Unclassified) to Staff Assistant II (Unclassified)

PERMANENT POSITIONS

POSITION TITLE	ADJUSTED BUDGET FY 13/14	BUDGET FY 14/15
Administrative Asst I (Unclassified)	1	1
Benefits Analyst	1	1
Benefits Manager	1	1
Director, Human Resources	1	1
Executive Assistant I (Unclassified)	1	1
Executive Vice President	1	1
Human Resources Analyst	2	2
Human Resources Assistant (Unclassified)	1	1
Human Resources Technician (Unclassified)	3	3
Manager, Equal Opportunity	1	1
Manager, Human Resources	1	1
Payroll Specialist	1	1
Senior Human Resources Analyst	1	1
Senior Training&Org. Dev. Specialist	1	1
Staff Assistant II (Unclassified)	0	1
TOTAL	17	18

STUDENT POSITIONS

POSITION TITLE	ADJUSTED BUDGET FY 13/14	BUDGET FY 14/15
Intern	1	1
TOTAL	1	1

Human Resources

SUMMARY OF DEPARTMENTAL EXPENSE

	ACTUAL RESULTS FY 12/13	ADJUSTED BUDGET FY 13/14	BUDGET FY 14/15	INC/(DEC) FY 14/15-13/14 BUDGET	% CHANGE
Personnel Expense	\$ 2,973,852	\$ 2,582,100	\$ 2,543,400	\$ (38,700)	-1.5%
Non-Personnel Expense	5,030,019	3,231,600	3,897,700	666,100	20.6%
Total Direct Expense	\$ 8,003,871	\$ 5,813,700	\$ 6,441,100	\$ 627,400	10.8%
Less: Capitalized Expense	-	-	-	-	-
Equipment Outlay	22,462	-	-	-	-
TOTAL DEPARTMENTAL EXPENSE	\$ 8,026,333	\$ 5,813,700	\$ 6,441,100	\$ 627,400	10.8%

PERSONNEL EXPENSE

	ACTUAL RESULTS FY 12/13	ADJUSTED BUDGET FY 13/14	BUDGET FY 14/15	INC/(DEC) FY 14/15-13/14 BUDGET	% CHANGE
Salaries and Wages	\$ 1,687,590	\$ 1,386,600	\$ 1,393,200	\$ 6,600	0.5%
Overtime	1,154	3,000	3,000	-	0.0%
Burden	1,124,946	1,026,000	969,900	(56,100)	-5.5%
OPEB Annual Expense	160,162	166,500	177,300	10,800	6.5%
Temporary Personnel	-	-	-	-	-
TOTAL PERSONNEL EXPENSE	\$ 2,973,852	\$ 2,582,100	\$ 2,543,400	\$ (38,700)	-1.5%

Human Resources EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL RESULTS FY 12/13	ORIGINAL BUDGET FY 13/14	ADJUSTED BUDGET FY 13/14	BUDGET FY 14/15	CHANGE FROM ADJUSTED	
					dollars	pct
600110 Overtime						
OVERTIME		\$ 3,000		\$ 3,000		
Total:	\$ 1,154	\$ 3,000	\$ 3,000	\$ 3,000	\$ -	0.0%
SUBTOTAL: OVERTIME & TEMPS	\$ 1,154	\$ 3,000	\$ 3,000	\$ 3,000	\$ -	0.0%
610100 Awards - Service						
Total:	\$ 32,206	\$ -	\$ -	\$ -	\$ -	N/A
610110 Books & Periodicals						
HR - PUBLICATIONS		\$ 800		\$ 2,200		
Total:	\$ 2,321	\$ 800	\$ 800	\$ 2,200	\$ 1,400	175.0%
610115 Employee Recognition						
DIST EMPLOYEE RECOGNITION		\$ 6,600		\$ 5,000		
HR - EMPLOYEE RECOGNITION		500		2,400		
Total:	\$ 7,416	\$ 7,100	\$ 7,100	\$ 7,400	\$ 300	4.2%
610120 Memberships & Dues						
HR/EOM RELATED		\$ 3,300		\$ 3,000		
OD&L		-		600		
Total:	\$ 3,023	\$ 3,300	\$ 3,300	\$ 3,600	\$ 300	9.1%
610125 Health and Wellness						
FLU SHOTS		\$ -		\$ 4,500		
HEALTH & WELLNESS PROGRAMS		-		1,500		
Total:	\$ 4,324	\$ -	\$ -	\$ 6,000	\$ 6,000	N/A
610130 Recruiting						
Total:	\$ 33,513	\$ -	\$ -	\$ -	\$ -	N/A
610140 Seminars & Training						
COMMISSIONER TRAINING		\$ -		\$ 50,000		
HR - DISTRICT TRAINING		6,900		10,000		
OD&L - PORT LEARNING CENTER		21,600		15,000		
OD&L RELATED		900		1,000		
Total:	\$ 16,252	\$ 29,400	\$ 29,400	\$ 76,000	\$ 46,600	158.5%
610150 Tuition Reimbursement Program						
TUITION		\$ 59,600		\$ 60,000		
Total:	\$ 44,395	\$ 59,600	\$ 59,600	\$ 60,000	\$ 400	0.7%
615100 Mileage Reimbursement						
MILEAGE REIMBURSEMENT		\$ 2,400		\$ 2,400		
Total:	\$ 13,042	\$ 2,400	\$ 2,400	\$ 2,400	\$ -	0.0%
615110 Travel						
TRAVEL		\$ -		\$ 28,600		
Total:	\$ 7,465	\$ -	\$ -	\$ 28,600	\$ 28,600	N/A

Human Resources

EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL	ORIGINAL	ADJUSTED	BUDGET	CHANGE FROM	
	RESULTS FY 12/13	BUDGET FY 13/14	BUDGET FY 13/14	FY 14/15	ADJUSTED	
					dollars	pct
620100 Services - Professional & Other						
401(A) & 457 PASSIVE TRUSTEE		\$ 1,000		\$ 1,000		
ASSESSMENT SERVICES		-		1,000		
CONSULTANTS - DISTRICT		17,000		20,000		
EXECUTIVE MEDICALS		20,000		22,500		
FLEX PLAN		14,400		14,400		
OD&L CONSULTANTS		-		70,000		
PAB HEARINGS		3,000		3,000		
PHYSICALS/TESTS		1,200		1,200		
POLYGRAPHS - HP		-		600		
PRE.EMPLOY. MEDS: GS (GRP II)		-		2,000		
PRE.EMPLOY. MEDS: HP (GRP I)		2,600		2,600		
PSYCHOLOGICAL EXAMS: HP		1,500		1,500		
RETURN TO WORK MEDICALS		2,700		1,500		
Total:	\$ 248,430	\$ 63,400	\$ 63,400	\$ 141,300	\$ 77,900	122.9%
620110 Services - Legal - Port Attorney						
Total:	\$ 77,522	\$ -	\$ -	\$ -	\$ -	N/A
630110 Equipment & Systems						
FURNITURE	\$ 5,500			\$ 5,500		
MISC. - EQUIPMENT		3,000		1,500		
Total:	\$ 14,366	\$ 8,500	\$ 8,500	\$ 7,000	\$ (1,500)	-17.6%
630130 Office & Operating Supplies						
GENERAL OFFICE SUPPLIES	\$ 12,000			\$ 13,000		
OD&L OFFICE SUPPLIES		3,800		2,000		
Total:	\$ 17,504	\$ 15,800	\$ 15,800	\$ 15,000	\$ (800)	-5.1%
630140 Postage & Shipping						
POSTAGE		\$ 4,900		\$ 5,000		
Total:	\$ 4,927	\$ 4,900	\$ 4,900	\$ 5,000	\$ 100	2.0%
630150 Safety Equipment & Supplies						
SAFETY- ERGONOMICS EQUIP	\$ 1,000			\$ 1,000		
Total:	\$ 2,813	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	0.0%
640100 Space Rental						
RENTAL/TESTING	\$ -			\$ 3,100		
Total:	\$ -	\$ -	\$ -	\$ 3,100	\$ 3,100	N/A
650120 Equipment Maintenance-Supplies						
EQUIPMENT SUPPLIES	\$ 1,800			\$ 1,800		
OD&L - EQUIPMENT SUPPLIES		2,000		1,000		
Total:	\$ 153	\$ 3,800	\$ 3,800	\$ 2,800	\$ (1,000)	-26.3%
650130 Equipment Maintenance-Outside Services						
HR COPIER/PRINTERS/FAX	\$ 4,000			\$ 2,000		
OD&L COPIER/PRINTER/FAX		2,000		1,000		
Total:	\$ 398	\$ 6,000	\$ 6,000	\$ 3,000	\$ (3,000)	-50.0%
650140 Software Maintenance						
Total:	\$ 1,875	\$ -	\$ -	\$ -	\$ -	N/A

Human Resources
EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL	ORIGINAL	ADJUSTED	BUDGET	CHANGE FROM	
	RESULTS	BUDGET	BUDGET		ADJUSTED	
	FY 12/13	FY 13/14	FY 13/14	FY 14/15	dollars	pct
660100 Advertising						
ADVERTISEMENTS/MEDIA		\$ 10,000		\$ 10,000		
Total:	\$ 20,685	\$ 10,000	\$ 10,000	\$ 10,000	\$ -	0.0%
660110 Promotional Services						
EMPLOYEE EVENT(S)		\$ 7,500		\$ 7,500		
EOM RELATED		6,700		7,000		
MEALS (EXTERNAL PARTICIPANTS)		1,000		1,500		
MISCELLANEOUS - DISTRICT		1,000		1,000		
RETIREMENT GIFTS/SENDOFF		1,000		2,000		
UNITED WAY		1,000		2,000		
Total:	\$ 21,066	\$ 18,200	\$ 18,200	\$ 21,000	\$ 2,800	15.4%
660120 Promotional Materials						
PROMOTIONAL MATERIALS		\$ -		\$ 1,500		
Total:	\$ 1,762	\$ -	\$ -	\$ 1,500	\$ 1,500	N/A
670110 Insurance						
Total:	\$ 1,172,993	\$ -	\$ -	\$ -	\$ -	N/A
670120 Insurance Claims						
Total:	\$ 1,000	\$ -	\$ -	\$ -	\$ -	N/A
670130 Permits/Certificates/License						
Total:	\$ 3,270	\$ -	\$ -	\$ -	\$ -	N/A
670150 Retiree Health Benefits (Paid)						
RETIREE HEALTH BENEFITS		\$ 2,667,400		\$ 3,240,800		
Total:	\$ 2,596,851	\$ 2,667,400	\$ 2,667,400	\$ 3,240,800	\$ 573,400	21.5%
670151 GASB 45 Retiree Health Benefits (Accrued)						
Total:	\$ 407,449	\$ -	\$ -	\$ -	\$ -	N/A
670155 Preservation of Benefits Plan (POB)						
PRESERVATION OF BENEFITS PLAN		\$ 330,000		\$ 260,000		
Total:	\$ 273,000	\$ 330,000	\$ 330,000	\$ 260,000	\$ (70,000)	-21.2%
SUBTOTAL: NON-PERSONNEL EXPENSE	\$ 5,030,019	\$ 3,231,600	\$ 3,231,600	\$ 3,897,700	\$ 666,100	20.6%
GRAND TOTAL:	\$ 5,031,173	\$ 3,234,600	\$ 3,234,600	\$ 3,900,700	\$ 666,100	20.6%

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MARITIME

Mission Statement

To facilitate and maximize maritime commerce through the enhancement of the maritime cargo and cruise ship terminals, and provide a safe and secure work and recreation area for the betterment of the San Diego region.

To spearhead commercial business development, marketing and sales to increase capacity and volume for the District's maritime cruise business.

To generate maritime cargo business, optimize utilization of the District's public goods movement infrastructure, maximize Maritime's positive economic impact to the San Diego region, and represent the interests of the District through presence and advocacy in industry, civic and community forums, in support of the District's goal to a thriving and modern maritime seaport.

Strategies:

- Upgrade infrastructure, equipment and facilities for a modernized, efficient, and safe working port
- Increase export and import potential through the identification of key target markets to maintain, grow, and capture new business
- Advocate for a national system of ports
- Practice environmentally smart and efficient goods movement
- Foster the economic growth and retention of shipbuilding and repair
- Develop maritime-related industry niche businesses and services

Vision Statement

To provide a stable environment in which economic growth of the working waterfront can occur to promote safe, secure, and vibrant marine terminals that enhance the San Diego region.

Objectives

Maritime Department

- Maintain the District's financial stability
- Have a positive economic impact on the region
- Enhance the regional movement of goods
- Preserve and enhance industrial uses and activities
- Encourage an organizational culture of learning and growth

Maritime Operations

- Develop partnerships with customers and District tenants
- Deliver customer-focused services in an effective, timely, and courteous manner
- Create and sustain positive relationships with stakeholders and the community at large
- Participate visibly and collaboratively with communities in the region
- Proactively promote innovative programs to address specific environmental issues
- Facilitate, develop, and maintain District infrastructure to support businesses and economic activities
- Increase the capacity and volume of cruise ship business
- Reinforce a regional coordinated security and public safety program for all District operations, assets, and information exchange
- Continuously evaluate and improve business systems and processes
- Retain the intellectual assets and corporate knowledge of the District
- Recruit and retain a highly skilled, diverse workforce

Maritime Trade

- Pursue new business opportunities in the cargo, container, and automobile shipping markets
- Retain and expand critical customer accounts
- Develop and maintain regional cargo transportation infrastructure to support businesses and economic activities
- Raise public and industry awareness of the benefits of maritime trade
- Diversify the District's revenue base
- Develop recommendations in cooperation with customers on terminal infrastructure improvements suggested by the Maritime Business Plan Update to enhance throughput and increase cargo volumes

Current Services

To achieve the Department's Mission and Vision statements, staff is committed to providing the following services:

Maritime Operations

- Maritime Cargo Terminal Management
- Cruise Ship Passenger Terminal Management
- Commercial and Recreational Infrastructure Management of Public Piers, Wharves, and Docks

- Commercial Fishing Vessel Slip and Commercial Pier Management
- Community Outreach on Maritime Issues
- Maritime Transportation Security Administration Compliance
- Military Strategic Seaport Facilities
- Seaport Security Surveillance and Intrusion Detection System Program Management

Maritime Trade

- Building and maintaining relationship with decision-makers and industry experts
- Develop and maintain contacts with cargo and transportation interests
- Constant market presence
- Market research and analysis
- Knowledge of numerous and diverse industries and markets
- Jointly market facilities and services with District tenants

The Maritime Department currently has 30 permanent positions.

Maritime

Transfer: 1 Senior Asset Manager to ELUM
 1 Staff Assistant II from Engineering-Construction
 1 Senior Asset Manager from Real Estate

Reclass 1 Management Analyst to Senior Trade Account Representative

Eliminate: 1 Wharfinger
 1 Assistant Asset Manager
 1 Administrative Assistant II (Classified)

PERMANENT POSITIONS

POSITION TITLE	ADJUSTED BUDGET FY 13/14	BUDGET FY 14/15
Administrative Assistant II (Classified)	2	1
Area Real Estate Manager	1	1
Asset Manager	2	2
Assistant Asset Manager	1	0
Director, Maritime Operations	1	1
Executive Assistant I (Classified)	1	1
Management Analyst	2	1
Manager, Maritime Trade Development	1	1
Marine Terminal Superintendent	1	1
Marine Terminal Supervisor	3	3
Principal, Trade Development	1	1
Program Manager	1	1
Senior Asset Manager	1	1
Senior Trade Account Representative	1	2
Staff Assistant II	1	2
Wharfinger	12	11
TOTAL	32	30

Maritime

SUMMARY OF DEPARTMENTAL EXPENSE

	ACTUAL RESULTS FY 12/13	ADJUSTED BUDGET FY 13/14	BUDGET FY 14/15	INC/(DEC) FY 14/15-13/14 BUDGET	% CHANGE
Personnel Expense	\$ 5,028,177	\$ 4,820,000	\$ 4,616,800	\$ (203,200)	-4.2%
Non-Personnel Expense	5,653,364	6,260,300	7,350,200	1,089,900	17.4%
Total Direct Expense	\$ 10,681,541	\$ 11,080,300	\$ 11,967,000	\$ 886,700	8.0%
Less: Capitalized Expense	-	-	-	-	-
Equipment Outlay	58,617	143,000	59,000	(84,000)	-58.7%
TOTAL DEPARTMENTAL EXPENSE	\$ 10,740,158	\$ 11,223,300	\$ 12,026,000	\$ 802,700	7.2%

PERSONNEL EXPENSE

	ACTUAL RESULTS FY 12/13	ADJUSTED BUDGET FY 13/14	BUDGET FY 14/15	INC/(DEC) FY 14/15-13/14 BUDGET	% CHANGE
Salaries and Wages	\$ 2,910,321	\$ 2,739,700	\$ 2,676,300	\$ (63,400)	-2.3%
Overtime	25,491	28,800	28,800	-	0.0%
Burden	1,783,577	1,738,100	1,615,700	(122,400)	-7.0%
OPEB Annual Expense	296,694	313,400	296,000	(17,400)	-5.6%
Temporary Personnel	12,094	-	-	-	-
TOTAL PERSONNEL EXPENSE	\$ 5,028,177	\$ 4,820,000	\$ 4,616,800	\$ (203,200)	-4.2%

Maritime

EQUIPMENT OUTLAY

DESCRIPTION	QTY	UNIT COST	BUDGET FY 14/15
MID-SIZED PICK-UP TRUCK-SUPER CAB	2	\$ 29,500	\$ 59,000
TOTAL	2		\$ 59,000

Maritime
EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL	ORIGINAL	ADJUSTED	BUDGET	CHANGE FROM	
	RESULTS	BUDGET	BUDGET		ADJUSTED	
	FY 12/13	FY 13/14	FY 13/14	FY 14/15	dollars	pct
600110 Overtime						
MO - WHARFINGERS, MARINE TERM		\$ 28,800		\$ 28,800		
Total:	\$ 25,491	\$ 28,800	\$ 28,800	\$ 28,800	\$ -	0.0%
600120 Temporary Personnel						
Total:	\$ 12,094	\$ -	\$ -	\$ -	\$ -	N/A
SUBTOTAL: OVERTIME & TEMPS	\$ 37,585	\$ 28,800	\$ 28,800	\$ 28,800	\$ -	0.0%
610100 Awards - Service						
Total:	\$ 113	\$ -	\$ -	\$ -	\$ -	N/A
610110 Books & Periodicals						
MARITIME/INDUSTRY PERIODICALS		\$ -		\$ 400		
Total:	\$ 2,707	\$ -	\$ -	\$ 400	\$ 400	N/A
610115 Employee Recognition						
OPS & TRADE		\$ 1,000		\$ 900		
Total:	\$ -	\$ 1,000	\$ 1,000	\$ 900	\$ (100)	-10.0%
610120 Memberships & Dues						
MEMBERSHIP & DUES		\$ 22,800		\$ 35,800		
Total:	\$ 32,575	\$ 22,800	\$ 22,800	\$ 35,800	\$ 13,000	57.0%
610140 Seminars & Training						
AMERICAN ASSN OF PORT AUTHORIT		\$ 6,300		\$ 6,300		
INTL CULTURAL COMMUNICATION		2,100		2,100		
MARITIME TRAINING PROGRAM		2,100		-		
SALES TRAINING		3,400		3,400		
SECURITY TRAINING		2,100		-		
Total:	\$ 36,014	\$ 16,000	\$ 16,000	\$ 11,800	\$ (4,200)	-26.3%
615100 Mileage Reimbursement						
MILEAGE		\$ 3,600		\$ 3,600		
Total:	\$ 11,988	\$ 3,600	\$ 3,600	\$ 3,600	\$ -	0.0%
615110 Travel						
AAPA		\$ 8,400		\$ 5,300		
CLIA LEADERSHIP FORUM CONF		2,500		2,500		
CRUISE 3SIXTY CONFERENCE		2,500		3,500		
CRUISE SHIPPING MIAMI CONF		5,000		5,600		
DOMESTIC SALES TRIPS / CONF.		40,000		44,000		
FL CARRIBEAN CRUISE ASSN CONF		-		4,500		
INTL SALES TRIPS - ASIA		22,500		22,500		
INTL SALES TRIPS - BRAZIL		10,900		-		
INTL SALES TRIPS - OTHER		27,600		27,600		
NORTHWEST & CANADA CRUISE CONF		2,500		2,500		
TRADE MISSIONS - ASIA		33,600		-		
TRADE MISSIONS - DOMESTIC		4,800		2,800		
TRADE MISSIONS - EUROPE		24,700		24,700		
TRADE MISSIONS - SOUTH AMERICA		18,000		18,000		
Total:	\$ 98,283	\$ 203,000	\$ 203,000	\$ 163,500	\$ (39,500)	-19.5%

Maritime
EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL	ORIGINAL	ADJUSTED	BUDGET	CHANGE FROM	
	RESULTS	BUDGET	BUDGET		ADJUSTED	
	FY 12/13	FY 13/14	FY 13/14	FY 14/15	dollars	pct
620100 Services - Professional & Other						
APPRAISAL SVCS		\$ 75,000		\$ -		
CCTV WATCHSTANDER			186,000		260,000	
CONSULTING SERVICES			-		225,000	
EXPORT INITIATIVE			40,000		40,000	
FACILITY ASSESSMENTS			50,000		-	
FACILITY SEC PLAN AUDITS			18,500		18,500	
INDUSTRIAL INFO SUBSCRIPTIONS			10,000		10,000	
INT'L SALES TRIP/TRADE MISSION			25,000		15,000	
MARITIME BUSINESS PLAN UPDATE			75,000		-	
MARITIME STUDIES			242,000		200,000	
MOTEMS - 2015 AUDIT			-		87,000	
MOTEMS - DOCUMENTATION OF OIL TRANS			-		83,000	
MOTEMS - UNDERWATER INSPECTION			-		90,000	
NATIONAL CITY LAND USE STUDY			45,000		-	
PROFESSIONAL SERVICES			-		8,000	
SECURITY SVCS - CARGO TERMINAL			410,900		423,200	
SECURITY SVCS - CRUISE/EVENTS			847,000		1,010,000	
TAMT SECURITY PLAN UPDATE			-		30,000	
WORLD TRADE CTR RESEARCH			75,000		75,000	
Total:	\$ 2,023,846	\$ 2,099,400	\$ 2,099,400	\$ 2,574,700	\$ 475,300	22.6%
620110 Services - Legal - Port Attorney						
Total:	\$ 134,487	\$ -	\$ -	\$ -	\$ -	N/A
620130 Services - Operator Retention						
PASHA		\$ 2,860,200		\$ 3,455,400		
Total:	\$ 2,722,399	\$ 2,860,200	\$ 2,860,200	\$ 3,455,400	\$ 595,200	20.8%
630110 Equipment & Systems						
CARGO/CRUISE TERMINAL EQUIPMT		\$ 36,000		\$ 36,000		
Total:	\$ 44,786	\$ 36,000	\$ 36,000	\$ 36,000	\$ -	0.0%
630120 Equipment Rental/Leasing						
CRUISE EQUIPMT/TENT RENTAL		\$ 48,400		\$ 15,000		
LIGHTS RENTAL - TAMT T/S 1 DEMO			9,600		-	
MO - WATER DISP/COOLERS			1,000		1,000	
NOAA OFFICE TRAILER / MISC. EQUIPMT			65,000		25,000	
SECURITY/STAFF OFFICE TRAILERS			18,000		7,000	
TEMPORARY FENCE RENTAL (CSF)			2,100		2,100	
TENANT OFFICE TRAILER (METRO)			2,400		2,400	
Total:	\$ 19,332	\$ 146,500	\$ 146,500	\$ 52,500	\$ (94,000)	-64.2%
630130 Office & Operating Supplies						
MO - SUPPLIES FOR 3 TERMINALS		\$ 14,400		\$ 15,000		
MP - BUSINESS CARDS			1,200		1,200	
TWIC CARDS NEW/REPLACE			1,200		500	
Total:	\$ 26,110	\$ 16,800	\$ 16,800	\$ 16,700	\$ (100)	-0.6%

Maritime
EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL	ORIGINAL	ADJUSTED	BUDGET	CHANGE FROM	
	RESULTS	BUDGET	BUDGET		ADJUSTED	
	FY 12/13	FY 13/14	FY 13/14	FY 14/15	dollars	pct
630140 Postage & Shipping						
FEDEX (INT'L)		\$ 1,000		\$ 1,000		
POSTAGE		2,500		1,500		
Total:	\$ 2,039	\$ 3,500	\$ 3,500	\$ 2,500	\$ (1,000)	-28.6%
630150 Safety Equipment & Supplies						
TERMINAL SAFETY EQUIPMENT		\$ 2,100		\$ 2,100		
WHARFINGER SAFETY SUPPLIES		5,000		5,000		
Total:	\$ 2,008	\$ 7,100	\$ 7,100	\$ 7,100	\$ -	0.0%
630200 Uniforms						
Total:	\$ 5,331	\$ -	\$ -	\$ -	\$ -	N/A
640100 Space Rental						
CALIF SLC RENT, MOORING AREAS		\$ 11,000		\$ 15,000		
CRUISE PERSONNEL PARKING		75,000		75,000		
HS - CORONADO HOA LEASE		7,200		14,400		
HS ONE AMERICA PLAZA LEASE		51,300		40,000		
Total:	\$ 79,132	\$ 144,500	\$ 144,500	\$ 144,400	\$ (100)	-0.1%
640130 Utilities-Water						
TERMINALS WATER METER/HYDRANT		\$ 2,100		\$ 2,100		
Total:	\$ 937	\$ 2,100	\$ 2,100	\$ 2,100	\$ -	0.0%
640150 Facility Management Services						
B ST PIER PUBLIC PARKING LOT		\$ -		\$ 46,500		
NATIONAL DISTRIBUTION CENTER		292,100		344,000		
Total:	\$ 309,778	\$ 292,100	\$ 292,100	\$ 390,500	\$ 98,400	33.7%
650100 Facilities Maintenance-Supplies						
CARGO/CRUISE TERMINALS		\$ 5,000		\$ 5,000		
RED COLOR PAVE FOR CST FLOORIN		15,100		-		
Total:	\$ 418	\$ 20,100	\$ 20,100	\$ 5,000	\$ (15,100)	-75.1%
650110 Facilities Maintenance-Outside Services						
GRAVEL - TAMT FRONT DIRT LOT		\$ 3,300		\$ 3,300		
JANITORIAL - B ST & BDWY TERMINALS		100,000		119,300		
K-RAIL		2,800		2,800		
Total:	\$ 9,189	\$ 106,100	\$ 106,100	\$ 125,400	\$ 19,300	18.2%
650130 Equipment Maintenance-Outside Services						
OFFICE EQUIPMENT		\$ 10,600		\$ 10,600		
SHOREPOWER SYSTEMS - CST & TAMT		230,000		268,000		
TRAFFIC MESSAGE SIGNS		-		4,000		
Total:	\$ 4,329	\$ 240,600	\$ 240,600	\$ 282,600	\$ 42,000	17.5%
650140 Software Maintenance						
Total:	\$ 62	\$ -	\$ -	\$ -	\$ -	N/A

Maritime
EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL	ORIGINAL	ADJUSTED	BUDGET	CHANGE FROM	
	RESULTS	BUDGET	BUDGET		ADJUSTED	
	FY 12/13	FY 13/14	FY 13/14	FY 14/15	dollars	pct
660110 Promotional Services						
BREAKBULK CONF - US & INTL		\$ 3,400		\$ 3,400		
CRUISE SEASON KICK OFF MTG		500		500		
CRUISE SHIPPING MIAMI CONF		6,600		-		
CRUISE TRADE SHOWS		500		6,500		
DOMESTIC PROMOTIONS		10,000		10,000		
INDUSTRY / TRADE CONF - U.S. & INTL		6,100		6,100		
INDUSTRY EVENT SPONSORSHIPS		5,300		5,300		
INTERNATIONAL SALES CALLS		1,000		1,000		
MARITIME ALLIANCE SPONSORSHIP		5,000		5,000		
OPERATION CUSTOMER MTGS		500		500		
Total:	\$ 58,693	\$ 38,900	\$ 38,900	\$ 38,300	\$ (600)	-1.5%
660120 Promotional Materials						
Total:	\$ 13,233	\$ -	\$ -	\$ -	\$ -	N/A
660130 Svcs - Fire, Police, Rescue, Emergency						
CRUISE TERMINALS - CITY POLICE		\$ -		\$ 700		
Total:	\$ 13,773	\$ -	\$ -	\$ 700	\$ 700	N/A
670100 Bad Debt Expense						
Total:	\$ 280	\$ -	\$ -	\$ -	\$ -	N/A
670130 Permits/Certificates/License						
PERMITS/CERTIFICATES/LICENSE		\$ -		\$ 300		
Total:	\$ 1,522	\$ -	\$ -	\$ 300	\$ 300	N/A
SUBTOTAL: NON-PERSONNEL EXPENSE	\$ 5,653,364	\$ 6,260,300	\$ 6,260,300	\$ 7,350,200	\$ 1,089,900	17.4%
GRAND TOTAL:	\$ 5,690,949	\$ 6,289,100	\$ 6,289,100	\$ 7,379,000	\$ 1,089,900	17.3%

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MARKETING & COMMUNICATIONS

Mission Statement

We provide integrated marketing and communications services and business development activities designed to meet the needs of the District's strategic goals, particularly "a Port that the public understands, trusts, and values" and "a vibrant waterfront destination where residents and visitors converge."

We are creative people working harmoniously in an atmosphere of openness, encouragement, innovation, professional growth, and high standards of service for a District that is regarded by our stakeholders, other agencies, and the public as an exemplary, transparent organization.

Vision Statement

We advance the District's strategic goals and build productive, trusted relationships with visitors and residents of the region, our five member cities, stakeholders, District employees, and others by providing exceptional service and accurate information in a timely and transparent manner.

Objectives

- Create and sustain positive relationships with stakeholders and the community at large by educating and informing the public and others in a timely way on District and related issues
- Develop marketing efforts to support the District's maritime, tourism, and real estate-related businesses
- Raise awareness of the District, its business lines, activities, and regional value
- Maintain professional media relations
- Provide effective community outreach
- Attract San Diegans and visitors through opportunities for public recreation, enjoyment of and access to the Tidelands
- Attract new visitors to the San Diego Bay tidelands through activation efforts and community sponsorships
- Activate the Tidelands through special events and cultural enrichment activities
- Support activities that generate promotional and economic benefit through marketing sponsorships and signature events

- Drive cruise, cargo, and tourism marketing and sales
- Foster opportunities for new business development

Current Services

To achieve the Department's Mission and Vision statements, staff is committed to providing the following services:

- Brand management and corporate identity
- Marketing and communications services to a wide range of stakeholders, locally, regionally, nationally, and internationally
- Tourism marketing
- Cruise marketing
- Cargo marketing
- Marketing for new business development and public private financing partnerships
- Media relations
- Community outreach on individual District projects
- Speakers bureau management
- Speech and presentation development
- Educational collateral materials
- Website development/management and social media distribution
- Employee/internal communications and graphic needs
- Public tours and delegation visits
- Special event management and marketing District wide services and events
- Rental and management of the Port Pavilion event center
- Tidelands Activation Program
- Activation activities
- Park permitting

The Marketing & Communications department currently has 16 permanent positions.

Marketing & Communications

Transfer: 1 Staff Assistant II to Real Estate

1 Document Management Assistant from Office of the District Clerk

Reclass: 1 Document Management Assistant to Administrative Assistant II (Classified)

1 Community Relations Liaison Associate to Marketing/Public Relations Representative

Convert: 1 Web Content Specialist to Limited Web Content Specialist

Addition: 1 Manager, Marketing & Communications - Limited

PERMANENT POSITIONS

POSITION TITLE	ADJUSTED BUDGET FY 13/14	BUDGET FY 14/15
Administrative Assistant II (Classified)	1	2
Community Relations Liaison Associate	1	0
Director, Marketing & Communications	1	1
Executive Assistant I (Classified)	1	1
Graphic Designer	1	1
Manager, Business Development & Recreation Services	1	1
Marketing/Public Relations Representative	2	3
Park Permit Coordinator	1	1
Photojournalist	1	1
Principal Marketing/Public Relations Rep	2	2
Senior Management Analyst	1	1
Senior Web Developer	1	1
Staff Assistant II	1	0
Vice President, Strategy & Business Dev	1	1
Web Content Specialist	1	0
TOTAL	17	16

LIMITED POSITIONS

POSITION TITLE	ADJUSTED BUDGET FY 13/14	BUDGET FY 14/15
Web Content Specialist	0	1
Manager, Marketing and Communications	0	1
TOTAL	0	2

STUDENT POSITIONS

POSITION TITLE	ADJUSTED BUDGET FY 13/14	BUDGET FY 14/15
Intern	1	1
TOTAL	1	1

Marketing & Communications

SUMMARY OF DEPARTMENTAL EXPENSE

	ACTUAL RESULTS FY 12/13	ADJUSTED BUDGET FY 13/14	BUDGET FY 14/15	INC/(DEC) FY 14/15-13/14 BUDGET	% CHANGE
Personnel Expense	\$ 3,275,609	\$ 2,330,200	\$ 2,562,200	\$ 232,000	10.0%
Non-Personnel Expense	2,666,693	1,721,600	1,773,000	51,400	3.0%
Total Direct Expense	\$ 5,942,302	\$ 4,051,800	\$ 4,335,200	\$ 283,400	7.0%
Less: Capitalized Expense	-	-	-	-	-
Equipment Outlay	-	-	-	-	-
TOTAL DEPARTMENTAL EXPENSE	\$ 5,942,302	\$ 4,051,800	\$ 4,335,200	\$ 283,400	7.0%

PERSONNEL EXPENSE

	ACTUAL RESULTS FY 12/13	ADJUSTED BUDGET FY 13/14	BUDGET FY 14/15	INC/(DEC) FY 14/15-13/14 BUDGET	% CHANGE
Salaries and Wages	\$ 1,932,352	\$ 1,329,100	\$ 1,437,600	\$ 108,500	8.2%
Overtime	7,045	13,000	1,000	(12,000)	-92.3%
Burden	1,060,047	827,000	926,300	99,300	12.0%
OPEB Annual Expense	208,420	161,100	177,300	16,200	10.1%
Temporary Personnel	67,745	-	20,000	20,000	-
TOTAL PERSONNEL EXPENSE	\$ 3,275,609	\$ 2,330,200	\$ 2,562,200	\$ 232,000	10.0%

**Marketing & Communications
EXPENSE BUDGET BREAKDOWN**

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL	ORIGINAL	ADJUSTED	BUDGET	CHANGE FROM	
	RESULTS	BUDGET	BUDGET		ADJUSTED	
	FY 12/13	FY 13/14	FY 13/14	FY 14/15	dollars	pct
600110 Overtime						
MISCELLANEOUS		\$ 13,000		\$ 1,000		
Total:	\$ 7,045	\$ 13,000	\$ 13,000	\$ 1,000	\$ (12,000)	-92.3%
600120 Temporary Personnel						
MISCELLANEOUS		\$ -		\$ 20,000		
Total:	\$ 67,745	\$ -	\$ -	\$ 20,000	\$ 20,000	N/A
SUBTOTAL: OVERTIME & TEMPS	\$ 74,790	\$ 13,000	\$ 13,000	\$ 21,000	\$ 8,000	61.5%
610100 Awards - Service						
Total:	\$ 32	\$ -	\$ -	\$ -	\$ -	N/A
610110 Books & Periodicals						
PROF & MEDIA PUBLICATIONS		\$ -		\$ 1,000		
Total:	\$ 2,665	\$ -	\$ -	\$ 1,000	\$ 1,000	N/A
610115 Employee Recognition						
EMPLOYEE RECOGNITION		\$ 1,200		\$ 1,000		
Total:	\$ 950	\$ 1,200	\$ 1,200	\$ 1,000	\$ (200)	-16.7%
610120 Memberships & Dues						
MEMBERSHIP & DUES		\$ 36,600		\$ 51,000		
Total:	\$ 96,638	\$ 36,600	\$ 36,600	\$ 51,000	\$ 14,400	39.3%
610140 Seminars & Training						
SEMINARS & TRAINING		\$ 4,300		\$ 4,300		
Total:	\$ 44,080	\$ 4,300	\$ 4,300	\$ 4,300	\$ -	0.0%
615100 Mileage Reimbursement						
MILEAGE REIMBURSEMENT		\$ 8,400		\$ 8,400		
Total:	\$ 16,908	\$ 8,400	\$ 8,400	\$ 8,400	\$ -	0.0%
615110 Travel						
TECHNICAL/TRNG/PROFESSIONAL		\$ -		\$ 5,000		
Total:	\$ 30,362	\$ -	\$ -	\$ 5,000	\$ 5,000	N/A
620100 Services - Professional & Other						
BROCHURE DISTRIBUTION		\$ 13,000		\$ 14,000		
ECONOMIC IMPACT REPORT		-		34,000		
EVENTS		80,000		-		
MARKETING SPONSORSHIP		500,000		-		
PHOTOS, PRINTS, & DISPLAYS		6,000		6,000		
PRINTING SERVICES		40,000		-		
SERVICE CONTRACTS		135,000		150,000		
STRATEGIC PLANNING		100,000		100,000		
TABLES/BOOTH SPONSORSHIPS		80,000		-		
VIDEO SERVICES		5,000		-		
Total:	\$ 1,420,444	\$ 959,000	\$ 959,000	\$ 304,000	\$ (655,000)	-68.3%
630110 Equipment & Systems						
Total:	\$ 6,146	\$ -	\$ -	\$ -	\$ -	N/A
630120 Equipment Rental/Leasing						
SPECIAL EVENT RENTALS		\$ 50,000		\$ 50,000		
Total:	\$ 35,132	\$ 50,000	\$ 50,000	\$ 50,000	\$ -	0.0%
630130 Office & Operating Supplies						
OFFICE & GRAPHIC ART SUPPLIES		\$ 14,400		\$ 14,400		
Total:	\$ 19,294	\$ 14,400	\$ 14,400	\$ 14,400	\$ -	0.0%

**Marketing & Communications
EXPENSE BUDGET BREAKDOWN**

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL	ORIGINAL	ADJUSTED	BUDGET	CHANGE FROM	
	RESULTS	BUDGET	BUDGET		ADJUSTED	
	FY 12/13	FY 13/14	FY 13/14	FY 14/15	dollars	pet
630140 Postage & Shipping POSTAGE		\$ 2,700		\$ 900		
Total:	\$ 1,535	\$ 2,700	\$ 2,700	\$ 900	\$ (1,800)	-66.7%
650130 Equipment Maintenance-Outside Services						
Total:	\$ 1,878	\$ -	\$ -	\$ -	\$ -	N/A
660100 Advertising						
CORPORATE /COMMUNITY OUTREACH		\$ 20,000		\$ -		
CORPORATE ADVERTISING MEDIA		125,000		-		
CRUISE		85,000		-		
MARITIME		75,000		-		
MARKETING SERVICES		250,000		-		
Total:	\$ 726,367	\$ 555,000	\$ 555,000	\$ -	\$ (555,000)	-100.0%
660105 Marketing/Outreach						
BIG BAY BALLOON		\$ -		\$ 145,000		
BIG BAY BOOM		-		145,000		
CORPORATE/COMMUNITY OUTREACH		-		235,000		
CRUISE		-		110,000		
EVENTS		-		50,000		
MARITIME		-		60,000		
MARKETING SERVICES		-		190,000		
TIDELANDS ACTIVATION PROGRAM		-		260,000		
Total:	\$ -	\$ -	\$ -	\$ 1,195,000	\$ 1,195,000	N/A
660110 Promotional Services						
MARKETING PROMOTIONS		\$ 30,000		\$ -		
TABLES/BOOTH SPONSORSHIPS		-		100,000		
TRADE SHOWS AND CONFERENCES		40,000		15,000		
Total:	\$ 169,728	\$ 70,000	\$ 70,000	\$ 115,000	\$ 45,000	64.3%
660120 Promotional Materials						
PROMOTIONAL ITEMS/MATERIALS		\$ 20,000		\$ 20,000		
SPECIAL EVENT EQUIPMENT		-		3,000		
Total:	\$ 94,351	\$ 20,000	\$ 20,000	\$ 23,000	\$ 3,000	15.0%
670130 Permits/Certificates/License						
Total:	\$ 182	\$ -	\$ -	\$ -	\$ -	N/A
SUBTOTAL: NON-PERSONNEL EXPENSE	\$ 2,666,693	\$ 1,721,600	\$ 1,721,600	\$ 1,773,000	\$ 51,400	3.0%
GRAND TOTAL:	\$ 2,741,483	\$ 1,734,600	\$ 1,734,600	\$ 1,794,000	\$ 59,400	3.4%

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Miscellaneous Administration Building

SUMMARY OF DEPARTMENTAL EXPENSE

	ACTUAL RESULTS FY 12/13	ADJUSTED BUDGET FY 13/14	BUDGET FY 14/15	INC/(DEC) FY 14/15-13/14 BUDGET	% CHANGE
Personnel Expense	\$ -	\$ -	\$ -	\$ -	-
Non-Personnel Expense	166,247	173,300	170,900	(2,400)	-1.4%
Total Direct Expense	\$ 166,247	\$ 173,300	\$ 170,900	\$ (2,400)	-1.4%
Less: Capitalized Expense	-	-	-	-	-
Equipment Outlay	-	-	-	-	-
TOTAL DEPARTMENTAL EXPENSE	\$ 166,247	\$ 173,300	\$ 170,900	\$ (2,400)	-1.4%

**Miscellaneous Administration Building
EXPENSE BUDGET BREAKDOWN**

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL RESULTS	ORIGINAL BUDGET	ADJUSTED BUDGET	BUDGET	CHANGE FROM ADJUSTED	
	FY 12/13	FY 13/14	FY 13/14	FY 14/15	dollars	pct
SUBTOTAL: OVERTIME & TEMPS	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
640100 Space Rental						
CALTRANS-(ADMIN BLDG PARKING)		\$ 21,400		\$ 21,400		
SDCRAA LEASE (EE PARKING)		151,900		149,500		
Total:	\$ 166,247	\$ 173,300	\$ 173,300	\$ 170,900	\$ (2,400)	-1.4%
SUBTOTAL: NON-PERSONNEL EXPENSE	\$ 166,247	\$ 173,300	\$ 173,300	\$ 170,900	\$ (2,400)	-1.4%
GRAND TOTAL:	\$ 166,247	\$ 173,300	\$ 173,300	\$ 170,900	\$ (2,400)	-1.4%

MSA, Interest & Other

SUMMARY OF DEPARTMENTAL EXPENSE

	ACTUAL RESULTS FY 12/13	ADJUSTED BUDGET FY 13/14	BUDGET FY 14/15	INC/(DEC) FY 14/15-13/14 BUDGET	% CHANGE
Personnel Expense	\$ -	\$ -	\$ -	\$ -	-
Non-Personnel Expense	13,198,333	12,271,700	12,711,100	439,400	3.6%
Total Direct Expense	\$ 13,198,333	\$ 12,271,700	\$ 12,711,100	\$ 439,400	3.6%
Less: Capitalized Expense	-	-	-	-	-
Equipment Outlay	-	-	-	-	-
TOTAL DEPARTMENTAL EXPENSE	\$ 13,198,333	\$ 12,271,700	\$ 12,711,100	\$ 439,400	3.6%

**MSA, Interest & Other
EXPENSE BUDGET BREAKDOWN**

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL	ORIGINAL	ADJUSTED	BUDGET	CHANGE FROM	
	RESULTS	BUDGET	BUDGET		ADJUSTED	
	FY 12/13	FY 13/14	FY 13/14	FY 14/15	dollars	pct
SUBTOTAL: OVERTIME & TEMPS	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
650110 Facilities Maintenance-Outside Services IMPERIAL BEACH MAINTENANCE		\$ 807,500		\$ 934,700		
Total:	\$ 877,247	\$ 807,500	\$ 914,100	\$ 934,700	\$ 20,600	2.3%
660130 Svcs - Fire, Police, Rescue, Emergency MUNICIPAL SERVICE AGREEMENTS		\$ 7,334,700		\$ 7,390,800		
Total:	\$ 7,128,109	\$ 7,334,700	\$ 7,228,100	\$ 7,390,800	\$ 162,700	2.3%
670140 Legal Settlements						
Total:	\$ 473	\$ -	\$ -	\$ -	\$ -	N/A
670190 Other Miscellaneous Operating Expenses CONTINGENCY MARINE TERMINAL IMPACT FUND		\$ - 100,000		\$ 240,700 100,000		
Total:	\$ (22,025)	\$ 100,000	\$ 100,000	\$ 340,700	\$ 240,700	240.7%
670191 Other Miscellaneous -Sub-Grantee's Expen						
Total:	\$ 1,008,129	\$ -	\$ -	\$ -	\$ -	N/A
680120 Interest-SDCRAA, Carnival, Key Gov't & O CIVIC SAN DIEGO KEY GOV'T INTEREST SDCRAA NOTE INTEREST		\$ - 33,300 2,237,600		\$ 332,000 - 2,156,000		
Total:	\$ 2,383,070	\$ 2,270,900	\$ 2,270,900	\$ 2,488,000	\$ 217,100	9.6%
680190 Other Misc Non-Operating Expense						
Total:	\$ (50)	\$ -	\$ -	\$ -	\$ -	N/A
680621 Interest Expense - Series A 2004 Bonds INTEREST PREMIUM AMORTIZATION		\$ 546,100 (53,400)		\$ 464,300 (38,200)		
Total:	\$ 554,952	\$ 492,700	\$ 492,700	\$ 426,100	\$ (66,600)	-13.5%
680622 Interest Expense - Series B 2004 Bonds INTEREST PREMIUM AMORTIZATION		\$ 1,325,200 (59,300)		\$ - -		
Total:	\$ 1,268,427	\$ 1,265,900	\$ 1,265,900	\$ -	\$ (1,265,900)	-100.0%
680623 Interest Expense - Series A 2013 Bonds INTEREST PREMIUM AMORTIZATION		\$ - -		\$ 1,357,800 (227,000)		
Total:	\$ -	\$ -	\$ -	\$ 1,130,800	\$ 1,130,800	N/A
SUBTOTAL: NON-PERSONNEL EXPENSE	\$ 13,198,333	\$ 12,271,700	\$ 12,271,700	\$ 12,711,100	\$ 439,400	3.6%
GRAND TOTAL:	\$ 13,198,333	\$ 12,271,700	\$ 12,271,700	\$ 12,711,100	\$ 439,400	3.6%

OFFICE OF THE DISTRICT CLERK

Mission Statement

The Office of the District Clerk is comprised of Board Docket Management and Records Management and is dedicated to providing exceptional, precise, and timely management of information and services for our stakeholders.

Vision Statement

The Office of the District Clerk is a regional model of excellence, providing leadership at every level, partnering to preserve District history, and anticipating the evolving needs of our stakeholders.

Objectives

- Create and sustain positive relationships with stakeholders and the community at large
- Deliver customer-focused services in an effective, timely, and courteous manner
- Participate visibly and collaboratively with communities in the region
- Retain the intellectual assets and corporate knowledge of the District
- Secure and protect all security sensitive information
- Continuously evaluate and improve business systems and processes
- Educate other departments on the role of the District Clerk and departmental processes
- Recruit and retain a highly skilled, diverse workforce
- Encourage an organizational culture of learning and growth
- Control costs
- Represent the District while being the first point of contact for customers and stakeholders
- Promote a customer service culture throughout the organization that transfers to our external and internal stakeholders
- Enhance communication throughout District departments and the Customer Service Center

Current Services

To achieve the Department's Mission and Vision statements, staff is committed to providing the following services:

Office of the District Clerk

- Maintains the Port District Code and ensures compliance with the governances of the California Public Records Act, Brown Act, Political Reform Act, and Ethics Policy

- Maintains Board of Port Commissioners (BPC) policies, certifies official records, performs other official duties as specified under the California Government Code, and is the official repository of District archives and records
- Develops, prepares, distributes, and maintains minutes of BPC meetings
- Prepares, distributes, posts, and publishes BPC and Committee meeting agendas
- Manage electronic access to BPC agenda, information items, agenda related memos (ARMS), and minutes
- Ensures proper administration of the District website by updating and distributing public documents
- Provides logistical support for BPC meetings
- Responds to all public records requests
- Administration of the Conflict of Interest Program
- Creates and implements Records and Information Management Systems (RIMS)
- Administration of District-wide Records Retention Program
- Manages Electronic Document Management System (EDMS)
- Maintains/updates BPC Policies, Port District Code, and Administrative Procedures
- Provides central duplication services
- Provides District-wide mail delivery and handling
- Effectively operates the District front desk by handling customer inquiries via phone and e-mail, as well as face-to-face interactions
- Oversees daily operations of the Administration building's first floor, including directing visitors to meeting locations, issuing District vehicle keys to employees, regulating reserved and visitor parking, and posting all conference room schedules
- Assists internal and external customers by providing answers to general District questions and providing guidance to locations within our various facilities

Commissioner and Executive Services

(Included in the Department for budgetary purposes)

- Provides administrative support to the Board of Port Commissioners
- Tracks Board requests for information and direction to staff
- Manages Executive sponsored programs
- Conducts research and provides analysis on special projects for Executives

- Manages corporate travel services

The Office of the District Clerk currently has 11 permanent positions.

The Executive Offices and the Commissioner and Executive Services currently have 11 permanent positions which include the Executive Director/President/CEO.

Office of the District Clerk

Transfer: 1 Executive Assistant II (Classified) from Engineering-Construction
 1 Assistant to Vice President to Human Resources
 1 Document Management Assistant to Marketing & Communications

Reclassify: 1 Customer Relations Assistant to 1 Administrative Assistant II (Classified)
 1 Executive Assistant II (Classified) to Commissioner Services Assistant
 1 Commissioner Services Assistant to Assistant to Vice President

Eliminate: 1 Travel Services Coordinator

PERMANENT POSITIONS

POSITION TITLE	ADJUSTED BUDGET FY 13/14	BUDGET FY 14/15
Administrative Assistant II (Classified)	1	2
Assistant to President/CEO	1	1
Assistant to Vice President	4	4
Commissioner Services Assistant	2	2
Customer Relations Assistant	2	1
Deputy District Clerk/Docket Coordinator	1	1
Deputy District Clerk/Records Manager	1	1
District Clerk	1	1
Document Management Assistant	3	2
Document Management Associate	2	2
Executive Assistant I (Classified)	1	1
Executive Director-Board Appointee	1	1
Management Analyst	1	1
Manager, Commissioner & Executive Svcs	1	1
Staff Assistant II (Unclassified)	1	1
Travel Services Coordinator	1	0
TOTAL	24	22

Office of the District Clerk

SUMMARY OF DEPARTMENTAL EXPENSE

	ACTUAL RESULTS FY 12/13	ADJUSTED BUDGET FY 13/14	BUDGET FY 14/15	INC/(DEC) FY 14/15-13/14 BUDGET	% CHANGE
Personnel Expense	\$ 2,674,347	\$ 2,932,300	\$ 2,712,700	\$ (219,600)	-7.5%
Non-Personnel Expense	199,508	240,900	248,000	7,100	2.9%
Total Direct Expense	\$ 2,873,855	\$ 3,173,200	\$ 2,960,700	\$ (212,500)	-6.7%
Less: Capitalized Expense	-	-	-	-	-
Equipment Outlay	-	-	-	-	-
TOTAL DEPARTMENTAL EXPENSE	\$ 2,873,855	\$ 3,173,200	\$ 2,960,700	\$ (212,500)	-6.7%

PERSONNEL EXPENSE

	ACTUAL RESULTS FY 12/13	ADJUSTED BUDGET FY 13/14	BUDGET FY 14/15	INC/(DEC) FY 14/15-13/14 BUDGET	% CHANGE
Salaries and Wages	\$ 1,515,518	\$ 1,590,100	\$ 1,501,300	\$ (88,800)	-5.6%
Overtime	12,063	15,000	15,000	-	0.0%
Burden	978,360	1,092,200	979,800	(112,400)	-10.3%
OPEB Annual Expense	168,405	235,000	216,600	(18,400)	-7.8%
Temporary Personnel	-	-	-	-	-
TOTAL PERSONNEL EXPENSE	\$ 2,674,347	\$ 2,932,300	\$ 2,712,700	\$ (219,600)	-7.5%

Office of the District Clerk
EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL RESULTS FY 12/13	ORIGINAL BUDGET FY 13/14	ADJUSTED BUDGET FY 13/14	BUDGET FY 14/15	CHANGE FROM ADJUSTED	
					dollars	pct
600110 Overtime						
MISCELLANEOUS		\$ 15,000		\$ 15,000		
Total:	\$ 12,063	\$ 15,000	\$ 15,000	\$ 15,000	\$ -	0.0%
SUBTOTAL: OVERTIME & TEMPS	\$ 12,063	\$ 15,000	\$ 15,000	\$ 15,000	\$ -	0.0%
610110 Books & Periodicals						
CEO		\$ 500		\$ 500		
Total:	\$ 995	\$ 500	\$ 500	\$ 500	\$ -	0.0%
610115 Employee Recognition						
CEO		\$ 1,000		\$ 1,000		
COMMISSIONER SERVICES		200		200		
EXECUTIVE OFFICES		200		200		
OFFICE OF THE DISTRICT CLERK		400		300		
Total:	\$ 2,138	\$ 1,800	\$ 1,800	\$ 1,700	\$ (100)	-5.6%
610120 Memberships & Dues						
CEO		\$ -		\$ 3,900		
COMMISSIONER SERVICES		-		400		
EXECUTIVE OFFICES		-		800		
OFFICE OF THE DISTRICT CLERK		4,800		-		
Total:	\$ 6,160	\$ 4,800	\$ 4,800	\$ 5,100	\$ 300	6.3%
610140 Seminars & Training						
ARMA (MONTHLY MEETINGS)		\$ 100		\$ 500		
CEO		4,700		4,700		
COMMISSIONER SERVICES		-		1,500		
IAAP (MONTHLY MEETINGS)		400		-		
OFFICE OF THE DISTRICT CLERK		1,400		3,700		
Total:	\$ 15,578	\$ 6,600	\$ 6,600	\$ 10,400	\$ 3,800	57.6%
615100 Mileage Reimbursement						
CEO		\$ 12,000		\$ 12,000		
MILEAGE REIMBURSEMENT		3,000		2,000		
Total:	\$ 20,170	\$ 15,000	\$ 15,000	\$ 14,000	\$ (1,000)	-6.7%
615110 Travel						
CEO		\$ 50,000		\$ 50,000		
COMMISSIONER SERVICES		-		800		
OFFICE OF THE DISTRICT CLERK		-		1,800		
Total:	\$ 24,170	\$ 50,000	\$ 50,000	\$ 52,600	\$ 2,600	5.2%
620100 Services - Professional & Other						
MICROFILMING		\$ 600		\$ 600		
OFF-SITE STORAGE		500		500		
OFFICE OF THE DISTRICT CLERK		-		2,500		
ON-CALL RECORDS RETENTION SERVICES		500		500		
SHREDDING		8,500		8,500		
TRANSCRIPTION SERVICES		4,000		2,000		
Total:	\$ 11,263	\$ 14,100	\$ 14,100	\$ 14,600	\$ 500	3.5%
630110 Equipment & Systems						
EQUIPMENT & SYSTEMS		\$ 1,000		\$ -		
FILE CABINETS		2,400		-		
Total:	\$ 6,053	\$ 3,400	\$ 3,400	\$ -	\$ (3,400)	-100.0%
630120 Equipment Rental/Leasing						
OFFICE OF THE DISTRICT CLERK		\$ 3,000		\$ 7,800		
Total:	\$ 40	\$ 3,000	\$ 3,000	\$ 7,800	\$ 4,800	160.0%

Office of the District Clerk
EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL RESULTS FY 12/13	ORIGINAL BUDGET FY 13/14	ADJUSTED BUDGET FY 13/14	BUDGET FY 14/15	CHANGE FROM ADJUSTED	
					dollars	pct
630130 Office & Operating Supplies OFFICE OF THE DISTRICT CLERK		\$ 56,000		\$ 55,800		
Total:	\$ 46,328	\$ 56,000	\$ 56,000	\$ 55,800	\$ (200)	-0.4%
630140 Postage & Shipping OFFICE OF THE DISTRICT CLERK		\$ 2,800		\$ 2,300		
Total:	\$ 2,204	\$ 2,800	\$ 2,800	\$ 2,300	\$ (500)	-17.9%
630150 Safety Equipment & Supplies						
Total:	\$ 82	\$ -	\$ -	\$ -	\$ -	N/A
650120 Equipment Maintenance-Supplies						
Total:	\$ 777	\$ -	\$ -	\$ -	\$ -	N/A
650130 Equipment Maintenance-Outside Services OFFICE OF THE DISTRICT CLERK		\$ 3,000		\$ 3,000		
Total:	\$ 44,352	\$ 3,000	\$ 3,000	\$ 3,000	\$ -	0.0%
660100 Advertising OFFICE OF THE DISTRICT CLERK		\$ 15,000		\$ 15,000		
Total:	\$ 14,629	\$ 15,000	\$ 15,000	\$ 15,000	\$ -	0.0%
660110 Promotional Services CEO EXECUTIVE OFFICES OFFICE OF THE DISTRICT CLERK		\$ 4,200 200 500		\$ 4,000 200 500		
Total:	\$ 1,434	\$ 4,900	\$ 4,900	\$ 4,700	\$ (200)	-4.1%
660120 Promotional Materials OFFICE OF THE DISTRICT CLERK		-		500		
Total:	\$ -	\$ -	\$ -	\$ 500	\$ 500	N/A
670130 Permits/Certificates/License						
Total:	\$ 57	\$ -	\$ -	\$ -	\$ -	N/A
680999 Contingency CEO		\$ 60,000		\$ 60,000		
Total:	\$ 3,078	\$ 60,000	\$ 60,000	\$ 60,000	\$ -	0.0%
SUBTOTAL: NON-PERSONNEL EXPENSE	\$ 199,508	\$ 240,900	\$ 240,900	\$ 248,000	\$ 7,100	2.9%
GRAND TOTAL:	\$ 211,571	\$ 255,900	\$ 255,900	\$ 263,000	\$ 7,100	2.8%

PORT ATTORNEY

Mission Statement

To represent and provide legal expertise, analysis, support, and advice to the Board of Port Commissioners (Board), the San Diego Unified Port District (District) Executive Team, and staff pertaining to all legal matters involving the District.

Vision Statement

To zealously advocate on behalf of the District and provide exceptional legal representation in a proactive and preventative manner.

Objectives

- Provide quality, efficient, and effective legal services to the District
- Implement legally defensible revenue generation streams
- Reduce outside counsel costs through the use of in-house counsel

Current Services

To achieve our Mission and Vision statements, the Office of the Port Attorney is committed to providing the following services:

- Advise the District on matters of legal compliance, including compliance with the Brown Act, Public Records Act, Public Contract Code, San Diego Unified Port District Act, Fair Employment and Housing Act, Americans with Disabilities Act, Board's Policies, San Diego Unified Port District Code, California Environmental Quality Act, California Coastal Act, and numerous other regulations and laws
- Assist in the negotiation and drafting of leases, permits, agreements, contracts, policies, and other transactional documents consistent with the Board's and District's direction, goals, and the law
- Represent the District in all areas of litigation and against claims with the goal of achieving a successful outcome for the District
- Manage outside counsel to achieve cost effective and favorable outcomes for the Board and District
- Prepare Board resolutions and ordinances memorializing Board action
- Review Board agenda sheets for legal compliance

- In conjunction with District staff, conduct legislative monitoring, draft proposed legislation, assist with lobbying efforts, and interface with bill sponsors as requested and appropriate
- Collaborate with member cities through their respective city attorneys on matters of mutual interest
- Research legal concerns and inquires in order to facilitate the accomplishment of Board and District goals and projects
- Implement proactive legal strategies to minimize legal exposure of the Board and District
- Assist District staff to appropriately analyze and apply legal principles
- Provide continuing legal education opportunities through presentations and seminars to Board and District staff
- Strategize avenues to enhance public entity attorney-client relations
- Review and analyze changes and additions to existing law and regulations affecting the Board and District

The Office of the Port Attorney currently has 13 permanent positions.

Port Attorney

Add: 1 Deputy General Counsel III

Retitle: 1 Assistant Port Attorney to Assistant General Counsel

1 Deputy Port Attorney I/II/III (III) to Deputy General Counsel III

Reclass: 4 Deputy Port Attorney I/II/III (III) to Deputy General Counsel IV

PERMANENT POSITIONS

POSITION TITLE	ADJUSTED BUDGET FY 13/14	BUDGET FY 14/15
Assistant General Counsel	0	1
Assistant Port Attorney	1	0
Deputy General Counsel III	0	2
Deputy General Counsel IV	0	4
Deputy Port Attorney I/II/III (III)	5	0
Legal Secretary	3	3
Manager, Port Attorney Office Admin	1	1
Paralegal	1	1
Port Attorney - Board Appointee	1	1
TOTAL	12	13

Port Attorney

SUMMARY OF DEPARTMENTAL EXPENSE

	ACTUAL RESULTS FY 12/13	ADJUSTED BUDGET FY 13/14	BUDGET FY 14/15	INC/(DEC) FY 14/15-13/14 BUDGET	% CHANGE
Personnel Expense	\$ 1,565,424	\$ 2,293,500	\$ 2,802,300	\$ 508,800	22.2%
Non-Personnel Expense	5,063,588	4,136,400	4,430,500	294,100	7.1%
Total Direct Expense	\$ 6,629,012	\$ 6,429,900	\$ 7,232,800	\$ 802,900	12.5%
Less: Capitalized Expense	-	-	-	-	-
Equipment Outlay	-	-	-	-	-
TOTAL DEPARTMENTAL EXPENSE	\$ 6,629,012	\$ 6,429,900	\$ 7,232,800	\$ 802,900	12.5%

PERSONNEL EXPENSE

	ACTUAL RESULTS FY 12/13	ADJUSTED BUDGET FY 13/14	BUDGET FY 14/15	INC/(DEC) FY 14/15-13/14 BUDGET	% CHANGE
Salaries and Wages	\$ 959,017	\$ 1,407,400	\$ 1,767,000	\$ 359,600	25.6%
Overtime	53	500	500	-	0.0%
Burden	512,671	768,100	906,800	138,700	18.1%
OPEB Annual Expense	80,031	117,500	128,000	10,500	8.9%
Temporary Personnel	13,651	-	-	-	-
TOTAL PERSONNEL EXPENSE	\$ 1,565,424	\$ 2,293,500	\$ 2,802,300	\$ 508,800	22.2%

Port Attorney
EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL RESULTS FY 12/13	ORIGINAL BUDGET FY 13/14	ADJUSTED BUDGET FY 13/14	BUDGET FY 14/15	CHANGE FROM ADJUSTED	
					dollars	pct
600110 Overtime MISCELLANEOUS		\$ 500		\$ 500		
Total:	\$ 53	\$ 500	\$ 500	\$ 500	\$ -	0.0%
600120 Temporary Personnel						
Total:	\$ 13,651	\$ -	\$ -	\$ -	\$ -	N/A
SUBTOTAL: OVERTIME & TEMPS	\$ 13,704	\$ 500	\$ 500	\$ 500	\$ -	0.0%
610110 Books & Periodicals BOOKS & PERIODICALS		\$ 25,200		\$ 27,200		
Total:	\$ 33,508	\$ 25,200	\$ 25,200	\$ 27,200	\$ 2,000	7.9%
610115 Employee Recognition EMPLOYEE RECOGNITION		\$ 500		\$ 500		
Total:	\$ 270	\$ 500	\$ 500	\$ 500	\$ -	0.0%
610120 Memberships & Dues MEMBERSHIPS & DUES		\$ 7,500		\$ 10,000		
Total:	\$ 3,825	\$ 7,500	\$ 7,500	\$ 10,000	\$ 2,500	33.3%
610140 Seminars & Training SEMINARS & TRAINING		\$ 15,500		\$ 20,000		
Total:	\$ 4,332	\$ 15,500	\$ 15,500	\$ 20,000	\$ 4,500	29.0%
615100 Mileage Reimbursement MILEAGE REIMBURSEMENT		\$ 14,100		\$ 25,000		
Total:	\$ 19,839	\$ 14,100	\$ 14,100	\$ 25,000	\$ 10,900	77.3%
615110 Travel TRAVEL		\$ 17,300		\$ 22,000		
Total:	\$ 2,711	\$ 17,300	\$ 17,300	\$ 22,000	\$ 4,700	27.2%
620100 Services - Professional & Other SERVICES - PROFESSIONAL & OTHE		\$ 500,000		\$ 1,095,000		
Total:	\$ 716,527	\$ 500,000	\$ 500,000	\$ 1,095,000	\$ 595,000	119.0%
620110 Services - Legal - Port Attorney SERVICES - LEGAL		\$ 1,746,000		\$ 3,201,600		
Total:	\$ 2,665,638	\$ 1,746,000	\$ 1,746,000	\$ 3,201,600	\$ 1,455,600	83.4%
620115 Services - Legal - Business Division SERVICES - LEGAL - BUSINESS DIV		\$ 1,785,000		\$ -		
Total:	\$ -	\$ 1,785,000	\$ 1,785,000	\$ -	\$ (1,785,000)	-100.0%
630110 Equipment & Systems						
Total:	\$ 11,905	\$ -	\$ -	\$ -	\$ -	N/A
630120 Equipment Rental/Leasing EQUIPMENT RENTAL/LEASING		\$ 100		\$ 100		
Total:	\$ -	\$ 100	\$ 100	\$ 100	\$ -	0.0%
630130 Office & Operating Supplies OFFICE & OPERATING SUPPLIES		\$ 6,000		\$ 10,000		
Total:	\$ 9,451	\$ 6,000	\$ 6,000	\$ 10,000	\$ 4,000	66.7%

Port Attorney
EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL RESULTS FY 12/13	ORIGINAL BUDGET FY 13/14	ADJUSTED BUDGET FY 13/14	BUDGET FY 14/15	CHANGE FROM ADJUSTED	
					dollars	pct
630140 Postage & Shipping POSTAGE & SHIPPING		\$ 1,100		\$ 1,000		
Total:	\$ 517	\$ 1,100	\$ 1,100	\$ 1,000	\$ (100)	-9.1%
630150 Safety Equipment & Supplies SAFETY EQUIPMENT & SUPPLIES		\$ 200		\$ 200		
Total:	\$ -	\$ 200	\$ 200	\$ 200	\$ -	0.0%
650130 Equipment Maintenance-Outside Services EQUIPMENT MAINTENANCE-OUTSIDE		\$ 8,000		\$ 8,000		
Total:	\$ 816	\$ 8,000	\$ 8,000	\$ 8,000	\$ -	0.0%
660110 Promotional Services PROMOTIONAL SERVICES		\$ 9,900		\$ 9,900		
Total:	\$ 672	\$ 9,900	\$ 9,900	\$ 9,900	\$ -	0.0%
660120 Promotional Materials						
Total:	\$ 76	\$ -	\$ -	\$ -	\$ -	N/A
660135 Eligible Environmental Fund Expenditures						
Total:	\$ 100,000	\$ -	\$ -	\$ -	\$ -	N/A
660140 Remediation						
Total:	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	N/A
670140 Legal Settlements						
Total:	\$ 93,500	\$ -	\$ -	\$ -	\$ -	N/A
670190 Other Miscellaneous Operating Expenses						
Total:	\$ 400,000	\$ -	\$ -	\$ -	\$ -	N/A
SUBTOTAL: NON-PERSONNEL EXPENSE	\$ 5,063,588	\$ 4,136,400	\$ 4,136,400	\$ 4,430,500	\$ 294,100	7.1%
GRAND TOTAL:	\$ 5,077,292	\$ 4,136,900	\$ 4,136,900	\$ 4,431,000	\$ 294,100	7.1%

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PORT AUDITOR

Mission Statement

To provide independent, objective assurance, and advisory services that seek to improve the accountability, efficiency, and effectiveness of the District's operations and programs.

Vision Statement

To be a regional model dedicated to providing professional auditing services to advance the public's understanding and trust in the District.

Objectives

- Provides professional auditing services to assist the District in improving the effectiveness of internal control, governance processes, and risk management
- Reports to the Board of Port Commissioners (BPC), conducts audits in accordance with current professional standards, and safeguards District assets against fraud, waste, and abuse
- Ensure the District's compliance with applicable laws, policies, procedures, and mandates
- Assist in maintaining the District's financial stability
- Deliver customer focused services in an effective, timely, and courteous manner
- Build and maintain collaborative stakeholder relationships
- Support the District's Strategic Goals
- Continuously evaluate and improve business systems and processes
- Remain current on professional auditing and accounting standards
- Recruit and retain a highly skilled, diverse workforce

Current Services

To achieve the Port Auditor's Mission and Vision statements, staff is committed to providing the following services:

- Operational reviews
- Financial reviews
- Information systems review and quality assurance
- Program reviews (e.g., Capital Improvement Program)
- Contract reviews
- Tenant audits

- Leasehold improvement reviews
- Business consulting services (e.g., business risks and controls)
- Coordinate and support the external auditor engagement
- Provide support to the Audit Advisory Committee of the BPC
- Administration of the Fraud Prevention/Ethics Hotline

The Office of the Port Auditor currently has 6 permanent positions.

Port Auditor

Add: 1 Auditor

Reclass: 1 Senior Auditor to Manager, Audit Services

PERMANENT POSITIONS

POSITION TITLE	ADJUSTED BUDGET FY 13/14	BUDGET FY 14/15
Assistant to Port Auditor	1	1
Auditor	1	2
Manager, Audit Services	0	1
Port Auditor-Board Appointee	1	1
Senior Auditor	2	1
TOTAL	5	6

Port Auditor

SUMMARY OF DEPARTMENTAL EXPENSE

	ACTUAL RESULTS FY 12/13	ADJUSTED BUDGET FY 13/14	BUDGET FY 14/15	INC/(DEC) FY 14/15-13/14 BUDGET	% CHANGE
Personnel Expense	\$ 470,215	\$ 708,900	\$ 833,900	\$ 125,000	17.6%
Non-Personnel Expense	144,290	287,900	296,400	8,500	3.0%
Total Direct Expense	\$ 614,505	\$ 996,800	\$ 1,130,300	\$ 133,500	13.4%
Less: Capitalized Expense	-	-	-	-	-
Equipment Outlay	-	-	-	-	-
TOTAL DEPARTMENTAL EXPENSE	\$ 614,505	\$ 996,800	\$ 1,130,300	\$ 133,500	13.4%

PERSONNEL EXPENSE

	ACTUAL RESULTS FY 12/13	ADJUSTED BUDGET FY 13/14	BUDGET FY 14/15	INC/(DEC) FY 14/15-13/14 BUDGET	% CHANGE
Salaries and Wages	\$ 250,094	\$ 434,600	\$ 462,400	\$ 27,800	6.4%
Overtime	-	-	-	-	-
Burden	188,349	225,300	292,700	67,400	29.9%
OPEB Annual Expense	31,772	49,000	78,800	29,800	60.8%
Temporary Personnel	-	-	-	-	-
TOTAL PERSONNEL EXPENSE	\$ 470,215	\$ 708,900	\$ 833,900	\$ 125,000	17.6%

Port Auditor
EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL RESULTS FY 12/13	ORIGINAL BUDGET FY 13/14	ADJUSTED BUDGET FY 13/14	BUDGET FY 14/15	CHANGE FROM ADJUSTED	
					dollars	pct
SUBTOTAL: OVERTIME & TEMPS	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
610110 Books & Periodicals PROFESSIONAL PUBLICATION		\$ -		\$ 400		
Total:	\$ 73	\$ -	\$ -	\$ 400	\$ 400	N/A
610115 Employee Recognition EMPLOYEE RECOGNITION		\$ 200		\$ 300		
Total:	\$ -	\$ 200	\$ 200	\$ 300	\$ 100	50.0%
610120 Memberships & Dues MEMBERSHIP & DUES		\$ 500		\$ 2,200		
Total:	\$ 1,135	\$ 500	\$ 500	\$ 2,200	\$ 1,700	340.0%
610140 Seminars & Training SEMINARS		\$ 2,100		\$ 11,600		
Total:	\$ 4,490	\$ 2,100	\$ 2,100	\$ 11,600	\$ 9,500	452.4%
615100 Mileage Reimbursement MILEAGE REIMBURSEMENT		\$ 12,200		\$ 13,700		
Total:	\$ 5,838	\$ 12,200	\$ 12,200	\$ 13,700	\$ 1,500	12.3%
615110 Travel TRAVEL		\$ 3,000		\$ 5,300		
Total:	\$ 957	\$ 3,000	\$ 3,000	\$ 5,300	\$ 2,300	76.7%
620100 Services - Professional & Other EXTERNAL AUDITOR FRAUD/ETHICS HOTLINE INFO TECH AUDIT OUTSOURCED AUDITS		\$ 100,900 2,500 165,000 -		\$ 102,700 2,500 - 150,000		
Total:	\$ 130,333	\$ 268,400	\$ 268,400	\$ 255,200	\$ (13,200)	-4.9%
630110 Equipment & Systems EQUIPMENT & SYSTEMS		\$ -		\$ 2,700		
Total:	\$ -	\$ -	\$ -	\$ 2,700	\$ 2,700	N/A
630130 Office & Operating Supplies OFFICE SUPPLIES		\$ 1,000		\$ 4,600		
Total:	\$ 1,198	\$ 1,000	\$ 1,000	\$ 4,600	\$ 3,600	360.0%
630140 Postage & Shipping POSTAGE & SHIPPING		\$ 200		\$ 300		
Total:	\$ 56	\$ 200	\$ 200	\$ 300	\$ 100	50.0%
660110 Promotional Services PROMOTIONAL SERVICES		\$ 300		\$ 100		
Total:	\$ 210	\$ 300	\$ 300	\$ 100	\$ (200)	-66.7%
SUBTOTAL: NON-PERSONNEL EXPENSE	\$ 144,290	\$ 287,900	\$ 287,900	\$ 296,400	\$ 8,500	3.0%
GRAND TOTAL:	\$ 144,290	\$ 287,900	\$ 287,900	\$ 296,400	\$ 8,500	3.0%

REAL ESTATE

Mission Statement

To develop and manage the Tideland Trust properties to their highest and best use for the maximum public benefit.

Vision Statement

Creating America's finest waterfront.

Objectives

- Maintain the District's financial stability
- Attract San Diegans and visitors through opportunities for public recreation and enjoyment of access to the Tidelands
- Create and sustain positive relationships with stakeholders and the community at large
- Facilitate new development and redevelopment
- Effectively administer leases and permits
- Support other departments
- Recruit and retain a highly skilled, diverse workforce
- Encourage an organizational culture of learning and growth
- Continuously evaluate and improve business systems and processes
- Ensure the sustainability of major industrial waterfront tenants
- Identify new sources of revenue
- Promote vision for underutilized Tidelands

Current Services

To achieve the Department's Mission and Vision statements, staff is committed to providing the following services:

- Asset management
- Feasibility studies
- Marketing of available properties
- Project management
- Property acquisitions
- Lease administration
- Lease negotiations, rent reviews, and arbitration
- Administration and enforcement of tenancy documents and other types of agreements
- Rent negotiation/arbitration
- Tenant relations
- Leasehold inspection
- Special event coordination
- Review of tenant redevelopment proposals
- Tenant plan/project review

- Request for Qualifications (RFQ) and Request for Proposals (RFP) – solicitations for new development
- Monitor new development projects
- Appraisals and review of outside appraisals
- Consultant management
- Market research/financial analysis
- Real estate consultation
- Produce lease plats
- Maintain detailed records of tenant project improvements
- Review development plans and architectural drawings
- Americans with Disabilities Act (ADA) code compliance
- Stormwater code compliance
- Policy management

The Real Estate department currently has 33 permanent positions.

Real Estate

Transfer: 1 Staff Assistant II (Classified) from Marketing & Communications

1 Office Assistant (Classified) to Harbor Police Department

1 Senior Asset Manager to Maritime

Convert: 1 Staff Assistant II (Classified) to Office Manager

Reclass: 1 Architect to Senior Asset Manager

Add: 1 Principal, Special Projects - Limited

PERMANENT POSITIONS

POSITION TITLE	ADJUSTED BUDGET FY 13/14	BUDGET FY 14/15
Administrative Assistant II (Classified)	5	5
Architect	3	2
Area Real Estate Manager	5	5
Asset Manager	5	5
Assistant Asset Manager	1	1
Director, Real Estate	1	1
Executive Assistant II (Classified)	1	1
Executive Vice President	1	1
Mapping Technician II	1	1
Office Assistant (Classified)	1	0
Office Manager	0	1
Senior Asset Manager	7	7
Senior Management Analyst	1	1
Senior Project Architect	2	2
TOTAL	34	33

LIMITED POSITIONS

POSITION TITLE	ADJUSTED BUDGET FY 13/14	BUDGET FY 14/15
Principal, Special Projects	0	1
TOTAL	0	1

Real Estate

SUMMARY OF DEPARTMENTAL EXPENSE

	ACTUAL RESULTS FY 12/13	ADJUSTED BUDGET FY 13/14	BUDGET FY 14/15	INC/(DEC) FY 14/15-13/14 BUDGET	% CHANGE
Personnel Expense	\$ 4,882,630	\$ 5,079,100	\$ 5,151,800	\$ 72,700	1.4%
Non-Personnel Expense	2,680,591	3,145,700	3,126,200	(19,500)	-0.6%
Total Direct Expense	\$ 7,563,221	\$ 8,224,800	\$ 8,278,000	\$ 53,200	0.6%
Less: Capitalized Expense	(9,127)	-	(5,800)	(5,800)	-
Equipment Outlay	-	-	-	-	-
TOTAL DEPARTMENTAL EXPENSE	\$ 7,554,094	\$ 8,224,800	\$ 8,272,200	\$ 47,400	0.6%

PERSONNEL EXPENSE

	ACTUAL RESULTS FY 12/13	ADJUSTED BUDGET FY 13/14	BUDGET FY 14/15	INC/(DEC) FY 14/15-13/14 BUDGET	% CHANGE
Salaries and Wages	\$ 2,756,081	\$ 2,895,900	\$ 2,974,400	\$ 78,500	2.7%
Overtime	337	-	-	-	-
Burden	1,853,047	1,850,200	1,843,100	(7,100)	-0.4%
OPEB Annual Expense	273,165	333,000	334,300	1,300	0.4%
Temporary Personnel	-	-	-	-	-
TOTAL PERSONNEL EXPENSE	\$ 4,882,630	\$ 5,079,100	\$ 5,151,800	\$ 72,700	1.4%

**Real Estate
EXPENSE BUDGET BREAKDOWN**

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL RESULTS FY 12/13	ORIGINAL BUDGET FY 13/14	ADJUSTED BUDGET FY 13/14	BUDGET FY 14/15	CHANGE FROM ADJUSTED	
					dollars	pct
600110 Overtime						
Total:	\$ 337	\$ -	\$ -	\$ -	\$ -	N/A
SUBTOTAL: OVERTIME & TEMPS	\$ 337	\$ -	\$ -	\$ -	\$ -	N/A
610110 Books & Periodicals						
BOOKS & PERIODICALS		\$ -		\$ 700		
Total:	\$ 390	\$ -	\$ -	\$ 700	\$ 700	N/A
610115 Employee Recognition						
EMPLOYEE RECOGNITION		\$ 1,000		\$ 1,600		
Total:	\$ 2,193	\$ 1,000	\$ 1,000	\$ 1,600	\$ 600	60.0%
610120 Memberships & Dues						
AMERICAN INSTITUTE OF ARCHITECTS ASSOCIATIONS		\$ -		\$ 800		
CERT COM'L INVEST MEMBER INSTITUTE				1,200		
HOTEL MOTEL ASSOCIATION				500		
INT'L RIGHT OF WAY ASSOCIATION				200		
MEMBERSHIPS & DUES		3,900		-		
NAT'L ASSOC OF IND AND OFFICE PROP				1,000		
PROPELLER CLUB				500		
SD MILITARY ADVISORY COUNCIL				300		
URBAN LAND INSTITUTE				1,300		
Total:	\$ 5,540	\$ 3,900	\$ 3,900	\$ 6,200	\$ 2,300	59.0%
610140 Seminars & Training						
COURSES & SEMINARS		\$ 5,400		\$ 30,000		
DEVELOPMENT MARKETING		18,400		-		
Total:	\$ 7,668	\$ 23,800	\$ 23,800	\$ 30,000	\$ 6,200	26.1%
615100 Mileage Reimbursement						
MILEAGE & PARKING		\$ 1,500		\$ 5,000		
Total:	\$ 14,325	\$ 1,500	\$ 1,500	\$ 5,000	\$ 3,500	233.3%
615110 Travel						
TRAVEL		\$ 20,000		\$ 15,000		
Total:	\$ 9,719	\$ 20,000	\$ 20,000	\$ 15,000	\$ (5,000)	-25.0%
620100 Services - Professional & Other						
AS NEEDED PEER DESIGN REVIEW		\$ 50,000		\$ -		
BENCH MARKING STUDY		100,000		250,000		
BOND COUNSEL		20,000		-		
COMPS DATA SERVICE		3,700		3,700		
CONV CTR GARAGE MAINT		40,400		40,400		
CVBMP CONSULTING		-		580,000		
CVBMP DEVELOPMENT CONSULTANTS		-		120,000		
CVBMP VACANT PROPERTY ENHANCEMENT		-		30,000		
DEVELOPMENT CONSULTANTS		540,000		-		
DIGITIZING DOCUMENTS CONSULTANTS		-		10,000		
ENTERPRISE ZONE ADMINISTRATION		50,000		-		
FINANCIAL ANALYSIS CONSULTANTS		25,000		-		
FIRST AMERICAN DATA SVC		1,800		1,800		
HARBOR ISL ECONOMIC ANALYSIS		-		50,000		

Real Estate
EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL	ORIGINAL	ADJUSTED	BUDGET	CHANGE FROM	
	RESULTS FY 12/13	BUDGET FY 13/14	BUDGET FY 13/14	BUDGET FY 14/15	ADJUSTED dollars	pct
HOTEL CONSULTANT SERVICES		15,000		-		
HOTEL FINANCIAL CONSULTANT		50,000		55,000		
HOTEL INDUSTRY CONSULTING SVCS		-		65,000		
HOTEL NEGOTIATING CONSULTANT		75,000		-		
INFRASTRUCTURE FINANCING STUDIES		-		75,000		
KORPACZ DATA REPORTS		400		400		
MAINT ASSESS DISTRICT CONSLTANT		75,000		-		
MARSHALL VALUATION SERVICE		1,500		1,500		
ON CALL APPRAISER		25,000		40,000		
ON CALL ARCHITECT		25,000		25,000		
PKF HOTEL INDUSTRY REPORTS		1,000		1,000		
POND 20 FEASIBILITY STUDY		50,000		50,000		
SEAPORT VILLAGE FEASIBILITY STUDY		100,000		-		
SURVEY CONSULTANT		50,000		30,000		
TITLE AND ESCROW LAND EXCHANGE		5,000		5,000		
VISITOR SERVING USE STUDY		-		50,000		
Total:	\$ 1,030,850	\$ 1,303,800	\$ 1,303,800	\$ 1,483,800	\$ 180,000	13.8%
620110 Services - Legal - Port Attorney						
Total:	\$ 1,960	\$ -	\$ -	\$ -	\$ -	N/A
630110 Equipment & Systems						
MISC EQUIP & FURNITURE		\$ 3,500		\$ 3,500		
Total:	\$ (156)	\$ 3,500	\$ 3,500	\$ 3,500	\$ -	0.0%
630130 Office & Operating Supplies						
OFFICE & OPERATING SUPPLIES		\$ 10,000		\$ 12,000		
Total:	\$ 9,404	\$ 10,000	\$ 10,000	\$ 12,000	\$ 2,000	20.0%
630140 Postage & Shipping						
POSTAGE & SHIPPING		\$ 2,500		\$ 3,000		
Total:	\$ 1,755	\$ 2,500	\$ 2,500	\$ 3,000	\$ 500	20.0%
640100 Space Rental						
I.B. PARKING LOT AMORTIZATION		\$ 7,700		\$ -		
MILLS ST & CATALINA BLVD		7,500		-		
OTHER SPACE RENTAL		-		7,700		
SLC LEASE, E HARBOR ISLND AREA		12,000		12,000		
Total:	\$ 40,729	\$ 27,200	\$ 27,200	\$ 19,700	\$ (7,500)	-27.6%
640150 Facility Management Services						
ABM PARKING IMPROVEMENTS		\$ 36,400		\$ 12,100		
C.C. HOTEL PARKING STRUCTURE		442,800		288,100		
CONVENTION CENTER PARKING		1,076,900		1,001,800		
LANE FIELD PARKING		32,400		41,800		
NAVY PIER LOT		150,300		198,900		
Total:	\$ 1,544,405	\$ 1,738,800	\$ 1,738,800	\$ 1,542,700	\$ (196,100)	-11.3%
650120 Equipment Maintenance-Supplies						
Total:	\$ 142	\$ -	\$ -	\$ -	\$ -	N/A
650130 Equipment Maintenance-Outside Services						
OFFICE EQUIP. MAINTENANCE		\$ 9,000		\$ -		
PARKING PAY & DISP EQUIP MAINT		-		2,000		
Total:	\$ 8,279	\$ 9,000	\$ 9,000	\$ 2,000	\$ (7,000)	-77.8%

Real Estate
EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL RESULTS FY 12/13	ORIGINAL BUDGET FY 13/14	ADJUSTED BUDGET FY 13/14	BUDGET FY 14/15	CHANGE FROM ADJUSTED	
					dollars	pct
660100 Advertising						
Total:	\$ 262	\$ -	\$ -	\$ -	\$ -	N/A
660110 Promotional Services TENANT & PUBLIC OUTREACH		\$ 700		\$ 1,000		
Total:	\$ 1,398	\$ 700	\$ 700	\$ 1,000	\$ 300	42.9%
660135 Eligible Environmental Fund Expenditures						
Total:	\$ 1,428	\$ -	\$ -	\$ -	\$ -	N/A
670130 Permits/Certificates/License						
Total:	\$ 300	\$ -	\$ -	\$ -	\$ -	N/A
SUBTOTAL: NON-PERSONNEL EXPENSE	\$ 2,680,591	\$ 3,145,700	\$ 3,145,700	\$ 3,126,200	\$ (19,500)	-0.6%
GRAND TOTAL:	\$ 2,680,928	\$ 3,145,700	\$ 3,145,700	\$ 3,126,200	\$ (19,500)	-0.6%

Technology Management Program

SUMMARY OF DEPARTMENTAL EXPENSE

	ACTUAL RESULTS FY 12/13	ADJUSTED BUDGET FY 13/14	BUDGET FY 14/15	INC/(DEC) FY 14/15-13/14 BUDGET	% CHANGE
Personnel Expense	\$ -	\$ -	\$ -	\$ -	-
Non-Personnel Expense	2,874,911	3,347,000	3,779,400	432,400	12.9%
Total Direct Expense	\$ 2,874,911	\$ 3,347,000	\$ 3,779,400	\$ 432,400	12.9%
Less: Capitalized Expense	-	-	-	-	-
Equipment Outlay	222,160	48,000	35,000	(13,000)	-27.1%
TOTAL DEPARTMENTAL EXPENSE	\$ 3,097,071	\$ 3,395,000	\$ 3,814,400	\$ 419,400	12.4%

Technology Management Program

EQUIPMENT OUTLAY

DESCRIPTION	QTY	UNIT COST	BUDGET FY 14/15
CISCO ADV SVCS INTERNET ROUTER	1	\$ 35,000	\$ 35,000
TOTAL	1		\$ 35,000

Technology Management Program
EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL	ORIGINAL	ADJUSTED	BUDGET	CHANGE FROM	
	RESULTS	BUDGET	BUDGET	BUDGET	ADJUSTED	
	FY 12/13	FY 13/14	FY 13/14	FY 14/15	dollars	pct
SUBTOTAL: OVERTIME & TEMPS	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
620100 Services - Professional & Other						
ACCESS CONTROL		\$ 15,000		\$ 15,000		
BOARD ROOM MAINTENANCE		4,100		6,000		
BUSINESS WAREHOUSE-LOAD MONIT		7,800		7,800		
CCTV MAINTENANCE		616,000		630,000		
CONFERENCE EQPT MAINTENANCE		15,000		15,000		
EMAIL ARCHIVING		26,000		-		
ENTERPRISE DESKTOP MGT & ENG		8,000		8,000		
ENTERPRISE SERVER ENG SVCS		12,000		12,000		
FIBER OPTIC MAINTENANCE		50,000		50,000		
IDENTITY MANAGEMENT NETWRK SVC		40,000		-		
IT TECH SERVICES - LEVEL 3		110,000		200,000		
IT TECHNICAL SERVICES		200,000		200,000		
MICROSOFT TECH SERVICES-LEVEL 3		75,000		120,000		
OFFSITE TAPE STORAGE SVCS		4,000		-		
SAP ADMINISTRATION		93,000		93,000		
SDMIS MAINTENANCE SERVICES		25,000		25,000		
TRAVEL ON DEMAND		11,000		9,000		
UBIX & ORACLE SUPPORT		20,000		-		
Total:	\$ 1,180,301	\$ 1,331,900	\$ 1,331,900	\$ 1,390,800	\$ 58,900	4.4%
630110 Equipment & Systems						
800 MHZ RADIOS		\$ 1,000		\$ 10,000		
BACK-UP TAPES		6,000		6,000		
CABLES, DISKS		2,500		35,000		
CELL PHONES		7,000		25,000		
CHILLER/BOILER REMOTE MONITORING SY		-		5,000		
CISCO INFRASTRUCTURE-MODIFICATIONS		20,000		20,000		
CLOUD DATA MANAGEMENT		40,000		-		
CLOUD HOSTING SERVICES		50,000		-		
CLOUD SOFTWARE AS A SERVICE		-		261,500		
DISK/MEMORY/SERVERS UPGRADE		20,000		-		
E-PROCUREMENT		30,000		-		
HR REGULATORY TRAINING		12,000		-		
INTERNAL APPLICATIONS		-		57,300		
IT SECURITY PROGRAM SUBSCRIPTIONS		-		65,000		
PERMITTING SOFTWARE		9,000		-		
PSGP FY13 INTROPERABLE RADIO		-		24,500		
SECURITY EQPT UPGRADE/REPAIRS		50,000		60,000		
SMARTSHEET		1,300		-		
SOFTWARE/SUBSCRIPTIONS		14,000		22,600		
SSL CERTIFICATES		5,000		-		
STORMWATER DATABASE MANAGEMENT		35,000		-		
UPS-BATTERIES		7,000		-		
VESSEL COPPER REDUCTION MAINT		12,000		-		
VESSEL SPEED REDUCTION MAINT		10,000		-		
VESSEL TRACKING (SUBSCRIPTION)		300		-		
WEB PROJECTS		10,500		-		
WINDOW SERVER OS		6,500		6,500		
WORKFORCE MANAGEMENT SERVICE		11,900		-		
Total:	\$ 491,197	\$ 361,000	\$ 361,000	\$ 598,400	\$ 237,400	65.8%

Technology Management Program
EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL	ORIGINAL	ADJUSTED	BUDGET	CHANGE FROM	
	RESULTS	BUDGET	BUDGET		ADJUSTED	
	FY 12/13	FY 13/14	FY 13/14	FY 14/15	dollars	pct
640110 Telephone & Communications						
3 C'S ANNUAL LINE FEES		\$ -		\$ 3,000		
CELLULAR - VOICE/DATA SERVICES		-		60,600		
HS - RCS SYSTEM FEES		20,000		20,000		
INTERNET CONNECTIVITY		-		65,000		
LOCAL/LONG DIST & TEL CONNECTIVITY		-		262,000		
SATELLITE TELEVISION SERVICES		-		3,000		
TELEPHONE & COMMUNICATIONS		480,600		-		
WAN CONNECTIVITY		-		90,000		
WIFI/ DATA		8,000		8,000		
Total:	\$ 467,257	\$ 508,600	\$ 508,600	\$ 511,600	\$ 3,000	0.6%
650130 Equipment Maintenance-Outside Services						
3 C'S-ANNUAL LINE FEES	\$ 3,000			\$ -		
3 C'S-MAINTENANCE		3,000		1,500		
800 MHZ RADIO		70,000		30,000		
ACCESS CONTROL		15,000		15,000		
BACK-UP HARDWARE		20,900		22,000		
CCTV HARDWARE MAINTENANCE		-		20,000		
CISCO INFRASTR SMARTNET MAINT		-		225,000		
COPIER MAINTENANCE -RE		8,700		-		
DATA CTR FIRES SUPPRESSION MAINT		-		5,000		
DELL COMPELLENT-SSAN MAINT		-		100,000		
OFFICE OF THE DISTRICT CLERK		16,500		-		
PLOTTER MAINT-(ENG)		1,600		-		
PRINTER/COPIER/METER MAINT		42,900		85,000		
SECURITY SYSTEM MAINT, GS BLDG		1,600		-		
SOLARIS SERVER MAINTENANCE		30,000		-		
UPS-MAINTENANCE		13,000		13,000		
VIDEO CONFERENCING MAINTENANCE		15,000		15,000		
Total:	\$ 179,227	\$ 241,200	\$ 241,200	\$ 531,500	\$ 290,300	120.4%
650140 Software Maintenance						
ACCESS CONTROL MAINTENANCE	\$ -			\$ 15,000		
ACRONIS BACKUP & RECOVERY		-		2,000		
ACT-SAGE SOFTWARE MAINT		900		-		
ARCHIVING & E-DISCOVERY MAINT		26,000		-		
CCTV CAMERA ANALYTICS		12,000		34,000		
CCTV VIDEO MGMT SYSTEM		30,000		15,000		
CIS DATACENTER MGMT SUITE		-		60,000		
COLLABORATION SOFTWARE MAINT		21,000		21,400		
DOCUMENT MANAGEMENT		160,000		130,000		
EMBARK SOFTWARE-MAINTENANCE		1,000		1,000		
ENGINEERING CAD SYSTEM		9,500		-		
ENT SEASAM BACK-UP MAINT		40,000		32,000		
GIS MAINTENANCE		33,500		33,500		
GUIXT SOFTWARE MAINT		8,400		8,400		
LIFERAY ENTERPRISE PORTAL		50,000		-		
MICROSOFT ENTERPRISE MAINT		81,000		81,000		
MOIS		9,000		-		
NOVELL SOFTWARE MAINT		75,000		90,000		
ORACLE APPLICATIONS		6,000		-		
ORACLE DATABASE MAINTENANCE		51,100		-		

Technology Management Program
EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL	ORIGINAL	ADJUSTED	BUDGET	CHANGE FROM	
	RESULTS	BUDGET	BUDGET	BUDGET	ADJUSTED	
	FY 12/13	FY 13/14	FY 13/14	FY 14/15	dollars	pct
PAVEMENT MANAGEMENT SYSTEM		1,800		-		
RE-CAD SYSTEM		9,000		-		
RISK - RELATED		2,300		-		
SAP ERP MAINTENANCE		159,000		162,500		
SEA-WEB SYSTEM SUBSCRIPTION		3,500		4,000		
SECURITY SOFTWARE MAINT		38,300		29,500		
VIRTUAL MACHINE MAINTENANCE		31,000		25,000		
VM SUPPORT/SUBSCRIPTION		45,000		2,800		
Total:	\$ 556,929	\$ 904,300	\$ 904,300	\$ 747,100	\$ (157,200)	-17.4%
SUBTOTAL: NON-PERSONNEL EXPENSE	\$ 2,874,911	\$ 3,347,000	\$ 3,347,000	\$ 3,779,400	\$ 432,400	12.9%
GRAND TOTAL:	\$ 2,874,911	\$ 3,347,000	\$ 3,347,000	\$ 3,779,400	\$ 432,400	12.9%

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Utilities

SUMMARY OF DEPARTMENTAL EXPENSE

	ACTUAL RESULTS FY 12/13	ADJUSTED BUDGET FY 13/14	BUDGET FY 14/15	INC/(DEC) FY 14/15-13/14 BUDGET	% CHANGE
Personnel Expense	\$ -	\$ -	\$ -	\$ -	-
Non-Personnel Expense	2,533,535	2,850,000	3,127,300	277,300	9.7%
Total Direct Expense	\$ 2,533,535	\$ 2,850,000	\$ 3,127,300	\$ 277,300	9.7%
Less: Capitalized Expense	-	-	-	-	-
Equipment Outlay	-	-	-	-	-
TOTAL DEPARTMENTAL EXPENSE	\$ 2,533,535	\$ 2,850,000	\$ 3,127,300	\$ 277,300	9.7%

Utilities
EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL RESULTS FY 12/13	ORIGINAL BUDGET FY 13/14	ADJUSTED BUDGET FY 13/14	BUDGET FY 14/15	CHANGE FROM ADJUSTED	
					dollars	pct
SUBTOTAL: OVERTIME & TEMPS	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
640120 Utilities-Gas & Electric UTILITIES-GAS & ELECTRIC		\$ 1,681,500		\$ 1,958,800		
Total:	\$ 1,443,035	\$ 1,681,500	\$ 1,681,500	\$ 1,958,800	\$ 277,300	16.5%
640130 Utilities-Water UTILITIES-WATER		\$ 1,168,500		\$ 1,168,500		
Total:	\$ 1,090,500	\$ 1,168,500	\$ 1,168,500	\$ 1,168,500	\$ -	0.0%
SUBTOTAL: NON-PERSONNEL EXPENSE	\$ 2,533,535	\$ 2,850,000	\$ 2,850,000	\$ 3,127,300	\$ 277,300	9.7%
GRAND TOTAL:	\$ 2,533,535	\$ 2,850,000	\$ 2,850,000	\$ 3,127,300	\$ 277,300	9.7%