



Unified Port
of San Diego

**FY 13/14
FINAL BUDGET**



JULY 16, 2013



SAN DIEGO UNIFIED PORT DISTRICT

BOARD OF PORT COMMISSIONERS

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Bob Nelson, Vice Chairman	San Diego
Dan Malcolm, Secretary	Imperial Beach
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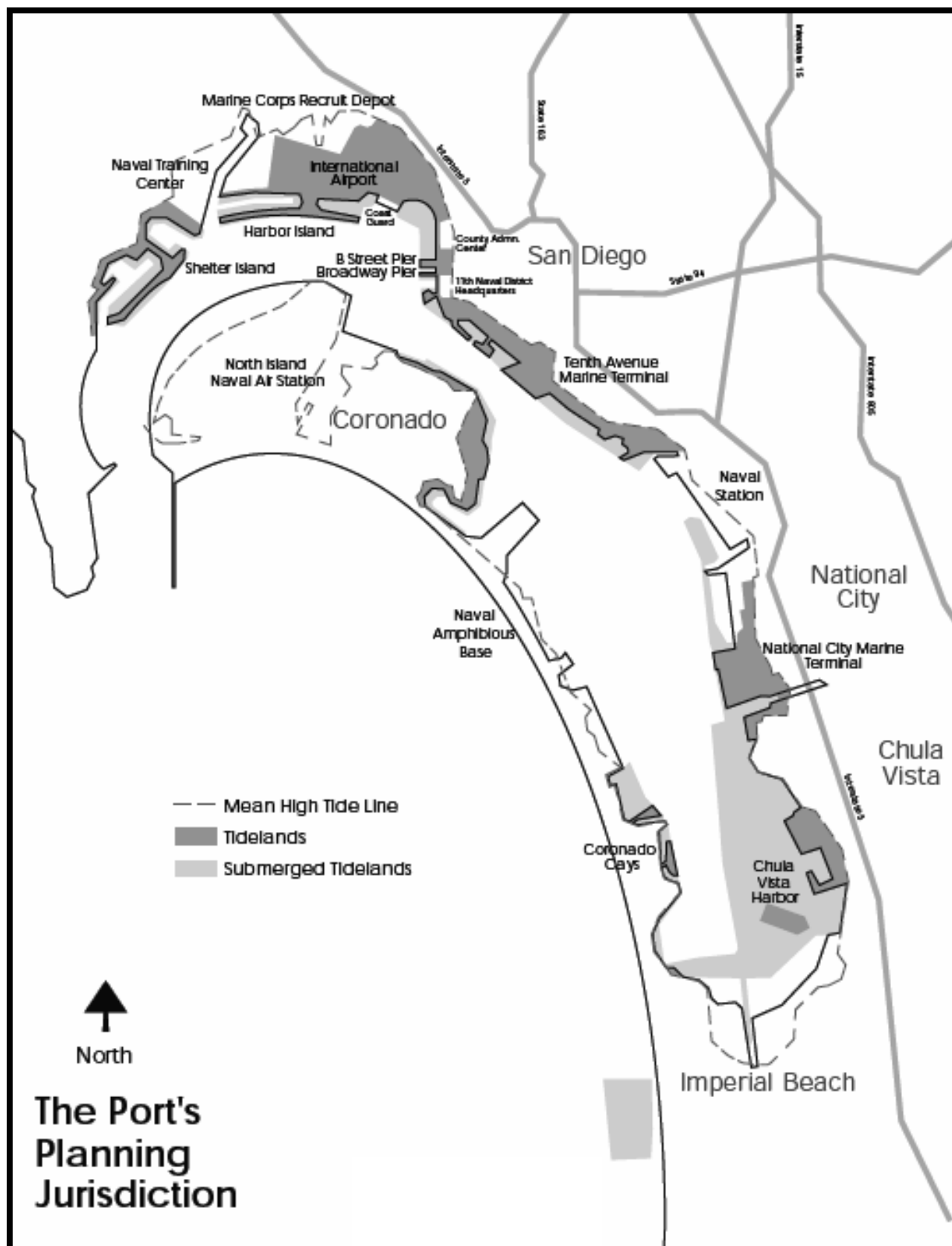


Vision

To Foster a World-Class Port through
Excellence in Public Service.

Mission

The San Diego Unified Port District will protect the
Tidelands Trust resources by providing economic
vitality and community benefit through a balanced approach to
maritime industry, tourism, water and land recreation,
environmental stewardship, and public safety.



THE SAN DIEGO UNIFIED PORT DISTRICT

The San Diego Unified Port District (Port) is a regional public agency established in 1962 by an act of the California State Legislature to consolidate management responsibilities for San Diego Bay. This consolidation provides ongoing efficiencies and centralized planning for the tidelands along San Diego Bay.

- The Port is an economic engine, creating jobs and dollars for the regional economy through the promotion of maritime trade, tourism and other commercial activities.
- The Port is an environmental steward, preserving and enhancing the natural resources of the San Diego Bay and surrounding tidelands.
- The Port is a provider of community services, providing public access, public safety, recreation and community activities along the waterfront for visitors and residents of the region.

A seven-member Board of Port Commissioners governs the Port. Board members are appointed to four-year terms by the city councils of Chula Vista, Coronado, Imperial Beach, National City and San Diego. The San Diego City Council appoints three commissioners, and each of the other city councils appoints one commissioner. Port Commissioners establish policies that the Port's staff, under the direction of the Executive Director/President/CEO, use to conduct daily operations.

The Port's maritime and real estate operations generate billions of dollars for the region's economy and allow the Port to operate without the benefit of tax dollars. The Port does have the authority to levy a tax, but has not done so since 1969.

PUBLIC TRUST DOCTRINE

The Port District Act is based on the Public Trust Doctrine, which mandates how California's sovereign lands should be managed. Also known as public trust lands, they include areas that used to be or are still under the bay and other waters. These lands generally cannot be bought and sold because they are held in the public trust and belong to the people of the State of California. As the trustee of these lands, the Port is responsible for carrying out the principles of the Public Trust Doctrine. This includes protecting the environment, promoting the public's enjoyment of these lands and enhancing economic development for the public's benefit.

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*Department merged in FY 12/13 with Marketing & Communications, and no longer exists.

**Department merged in FY 13/14 with Environmental & Land Use Management, and no longer exists.

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BUDGET HIGHLIGHTS

FY 13/14 BUDGET

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Treasurer's Message

Celebrating 50 Years of Success and Planning for the Future

This year, the Port celebrates 50 years of contributions to the region with a vibrant waterfront along San Diego Bay that balances maritime, commercial, industrial, recreational, fisheries and military interests while addressing environmental issues. We appreciate all who have worked to protect, develop and sustain our precious tidelands, and I especially want to acknowledge and thank Jeff McEntee, the Port's retiring CFO/Treasurer, who wrote the last 11 Treasurer's messages and served the agency well for 25 years. Jeff exemplifies the Port's core values, including integrity, transparency and accountability.

The Port's budget is shaped by the programs, projects and services that we provide for the betterment of the region in accordance with our state mandate as a steward of the tidelands of San Diego Bay for the people of California. We faced some significant challenges as we formulated a budget for Fiscal Year 2013/2014. Before addressing those issues, I would like to review some of our Fiscal Year 2012/2013 accomplishments, particularly those that tangibly impact quality of life for San Diego residents and visitors.

Substantial progress was made on construction of Phase 1 of the North Embarcadero Visionary Plan (NEVP), and this important project will be completed in 2014. This joint project with the City of San Diego and Civic San Diego will beautify the San Diego bayfront from Navy Pier to B Street Pier and update supporting infrastructure. Residents and visitors, especially those arriving on cruise ships, will enjoy walking along a wide, welcoming promenade suitable for downtown San Diego's world-class waterfront.

The Port of San Diego opened its 18th public park, Ruocco Park, in 2012. This interactive space, integrating hardscape, ornamental horticulture and public art, allows residents and visitors to gather and enjoy the waterfront and skyline of San Diego. The park was funded through a unique public-private partnership, with funds provided by the Port Capital Improvement Program and the Lloyd and Ilse Ruocco Trust Fund administered by the San Diego Foundation. Nearby, San Diego's Old Police Headquarters (OPH), a designated historic building which was built in the 1930s, is being redeveloped. The project provides for the restoration and adaptive reuse of the building, courtyard, and surrounding areas for restaurant, entertainment, specialty retail, and public market uses while rehabilitating its historic features. The project adds approximately one acre of public park-plaza area adjacent to OPH along Harbor Drive.

One of the most spectacular accomplishments this year was the implosion of the half-century-old South Bay Power Plant, which clears that site for the Chula Vista Bayfront redevelopment project. In the early morning of February 2, 2013, strategically placed charges brought the mammoth structure down before a crowd of thousands of residents, elected officials and the media. For the first time since the late 1950s, Chula Vista has an open view to South San Diego Bay. The plant's demolition is an essential step toward redeveloping formerly industrial bayfront land and securing the Port's economic future in South Bay.

Not quite as dramatic, but equally significant, was the California Coastal Commission's approval of the Chula Vista Bayfront Master Plan, which was achieved with a unanimous vote in August 2012. The plan envisions a master-planned destination on 500-plus acres of prime waterfront property with hotels and convention facilities, homes, shops, restaurants and more than 240 acres of parks and nature preserve.

Other key business accomplishments in Fiscal Year 2012/2013 included:

- Cargo: Dole Fresh Fruit Co., an anchor tenant, signed a long-term lease with the Port, ensuring a consistent revenue stream. Meanwhile, throughput of automobiles grew beyond expectations, reflecting an improved dealer market.

- Tourism: Progress was made on a number of Port developments and tenant redevelopments including the San Diego Convention Center Phase III Expansion and Hilton San Diego Bayfront Expansion, and the San Diego Marriott Marquis & Marina Facilities Improvement Project; along with OPH and the Chula Vista Bayfront. Hundreds of public events were held on Port tidelands, drawing visitors to each member city.
- Cruise: The Port's cruise business has stabilized after several tough years and we look forward to its projected recovery. Among the year's accomplishments was a visit from the Disney Ship Wonder, the first Disney Cruise Line vessel to call on San Diego.

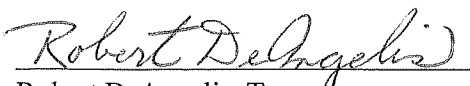
The good news is that real estate and cargo revenues have returned to pre-recession levels. However, in preparing our 13/14 Budget we were faced with the reality that these revenues were being outpaced by expenses related to the ever-increasing cost of doing business. As a result of this reality, we needed to make some short-term, temporary reductions along with structural changes to continue our progress toward financial sustainability. We had to use our limited resources to focus on a few key projects and initiatives including Integrated Planning, which will allow us to strategically update our Port Master Plan. These include the ongoing work on business development for the Chula Vista Bayfront, the completion of the NEVP project and the continuation of the OPH project described above. Another key initiative is to plan for sea level rise and climate change. We will continue to pursue grants, government funding, and partnering with tenants and businesses to implement and maintain sustainable, green practices. In addition, we will continue aggressively developing our cruise and cargo business lines.

Along with these business plans, this Budget continues an ongoing initiative to address cost control and revenue generation. In 2009, the Port had 649 full time employees, a number that the Port has sought to reduce over the past several years through consolidation, management reductions and right-sizing the organization. Continuing this trend, the 13/14 budget further trims headcount from 558 to 531. This reduction was through attrition, in partnership with our represented employee groups, and the positions have been eliminated, resulting in a permanent structural cost change. In conjunction with these full time equivalent positions, our intern program was reduced by 75%.

The Port provides various services ranging from permit issuance to oversight of complex projects, such as the preparation of Environmental Impact Reports. A cost-of-services study was commissioned to allow the Port to recover the associated costs, bringing the organization in line with best practices used by other jurisdictions including all of its five member cities. Based on this study and in partnership with tenants, the Port has adopted a cost recovery ordinance that will include a user fee schedule to reimburse the Port for service-related costs. User fees generally apply to activities that provide special benefits to members of the public, and the amount of the fee is related to the cost of the service provided.

This Budget includes another significant cost-cutting measure, the consolidation of the Art Department with the Environmental & Land Use Management Department, which will reduce associated expenses by approximately 50% over prior year levels.

The Port continues to monitor long-term financial sustainability. This year's budget was balanced through a combination of one-time items and, more importantly, structural changes that will benefit the organization for the next 50 years. The Port continues to plan for its economic future by moving forward on the Chula Vista Bayfront project, aided by experts in finance, marketing and development. The Port also continues its cruise and cargo marketing and business development to solicit new business and potential partners. We are always looking for the most optimal ways to grow and operate our business.


Robert DeAngelis, Treasurer

THE BUDGET IN BRIEF
FY 13/14 BUDGET
OVERVIEW OF REVENUES, EXPENSES, CAPITAL REQUIREMENTS & FUND ACTIVITIES

	ACTUAL RESULTS FY 11/12	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	INC/(DEC) FY 13/14-12/13 BUDGET	% CHANGE
<u>Operating Revenue</u>					
Maritime	\$ 33,089,666	\$ 33,105,000	\$ 35,508,900	\$ 2,403,900	7.3%
Real Estate	79,782,142	81,903,500	86,352,100	4,448,600	5.4%
Harbor Police	15,638,610	15,670,900	14,619,900	(1,051,000)	-6.7%
Miscellaneous	2,222,130	4,185,300	4,827,200	641,900	15.3%
Total Operating Revenue	\$ 130,732,548	\$ 134,864,700	\$ 141,308,100	\$ 6,443,400	4.8%
<u>Non-Operating Revenue</u>					
Grants - Capital Project Reimbursement	\$ 5,153,007	\$ 5,240,300	\$ 1,337,400	\$ (3,902,900)	-74.5%
NEVP Capital Project Contribution	1,764,239	7,200,000	6,800,000	(400,000)	-5.6%
Investment Revenue	783,424	624,000	380,000	(244,000)	-39.1%
Other	5,431,021	2,665,000	590,000	(2,075,000)	-77.9%
Total Non-Operating Revenue	\$ 13,131,691	\$ 15,729,300	\$ 9,107,400	\$ (6,621,900)	-42.1%
Total Revenue	\$ 143,864,239	\$ 150,594,000	\$ 150,415,500	\$ (178,500)	-0.1%
<u>Operating Expense</u>					
Salaries & Wages	\$ 44,165,537	\$ 45,821,100	\$ 46,441,500	\$ 620,400	1.4%
Burden	26,843,732	28,235,000	30,197,400	1,962,400	7.0%
OPEB Annual Expense	5,371,485	5,219,600	5,219,600	-	0.0%
Non-Personnel Expense	45,572,126	45,179,300	46,766,200	1,586,900	3.5%
Major Maintenance - Expense	3,106,852	2,440,800	2,317,500	(123,300)	-5.1%
Technology Strategic Plan - Projects	-	-	372,000	372,000	-
Less: Capitalized Expense	(3,666,048)	-	-	-	-
Total Operating Expense	\$ 121,393,684	\$ 126,895,800	\$ 131,314,200	\$ 4,418,400	3.5%
<u>Non-Operating Expense</u>					
Financial Assistance	\$ 7,836,779	\$ 4,500,000	\$ 4,500,000	\$ -	0.0%
Miscellaneous Interest Expense	4,395,594	4,206,600	4,029,500	(177,100)	-4.2%
Other Miscellaneous Expense	80,175	63,100	60,000	(3,100)	-4.9%
Total Non-Operating Expense	\$ 12,312,548	\$ 8,769,700	\$ 8,589,500	\$ (180,200)	-2.1%
Total Expense	\$ 133,706,232	\$ 135,665,500	\$ 139,903,700	\$ 4,238,200	3.1%
Earnings Before Depreciation	\$ 10,158,007	\$ 14,928,500	\$ 10,511,800	\$ (4,416,700)	-29.6%
<u>Non Cash Adjustments</u>					
OPEB Expenditure Accrual (GASB 45)	\$ 7,098,135	\$ 5,219,600	\$ 5,219,600	\$ -	0.0%
Unrealized Gain/(Loss) on Investments (GASB 31)	349,218	-	-	-	-
Air Pollution Control District Truck Retrofit (prepaid)	-	387,200	-	(387,200)	-100.0%
Capital Projects - Capitalized Labor	(3,666,048)	-	-	-	-
Total Non Cash Adjustments	\$ 3,781,305	\$ 5,606,800	\$ 5,219,600	\$ (387,200)	-6.9%
Cash Provided from Operations	\$ 13,939,312	\$ 20,535,300	\$ 15,731,400	\$ (4,803,900)	-23.4%

Notes:

See Section 1 Page 16 and 17 for Revenue Highlights explanations and Section 1 Page 23 for Expense Highlights explanations.

THE BUDGET IN BRIEF
FY 13/14 BUDGET
OVERVIEW OF REVENUES, EXPENSES, CAPITAL REQUIREMENTS & FUND ACTIVITIES

	ACTUAL RESULTS FY 11/12	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	INC/(DEC) FY 13/14-12/13 BUDGET	% CHANGE
Cash Provided from Operations	\$ 13,939,312	\$ 20,535,300	\$ 15,731,400	\$ (4,803,900)	-23.4%
Uses of Cash					
<u>Capital and Debt Requirements</u>					
Capital Improvement Program	\$ (20,967,213)	\$ (33,816,000)	\$ (31,044,700)	\$ 2,771,300	-8.2%
TMP Capital Projects	-	(1,091,500)	(95,000)	996,500	-91.3%
TSP Capital Projects	-	-	(1,409,800)	(1,409,800)	-
Capital Major Maintenance Projects	(12,027,526)	(7,336,400)	(2,445,300)	4,891,100	-66.7%
Equipment Outlay	(1,018,020)	(1,693,100)	(1,378,800)	314,300	-18.6%
Debt Service (Principal Only)	(3,773,473)	(3,698,300)	(4,526,100)	(827,800)	22.4%
Total Capital and Debt Requirements	\$ (37,786,232)	\$ (47,635,300)	\$ (40,899,700)	\$ 6,735,600	-14.1%
Increase/(Decrease) Cash	\$ (23,846,920)	\$ (27,100,000)	\$ (25,168,300)	\$ 1,931,700	-7.1%
Non Cash Funds and Reserves (Increases)/Decreases					
<u>Additions to Funds</u>					
Public Art Fund	\$ (500,000)	\$ (200,000)	\$ (600,000)	\$ (400,000)	200.0%
Environmental Fund	(186,200)	(592,100)	(621,100)	(29,000)	4.9%
Marine Terminal Impact Fund (TAMT & NCMT)	(100,000)	(100,000)	(100,000)	-	0.0%
Total Additions to Funds	\$ (786,200)	\$ (892,100)	\$ (1,321,100)	\$ (429,000)	48.1%
<u>Uses of Restricted Reserves</u>					
Major Maintenance Capital Project - TDY	\$ 6,073,901	\$ 550,000	\$ -	\$ (550,000)	-100.0%
Equipment Outlay - Asset Forfeiture	70,835	-	-	-	-
Equipment Outlay & TMP Grant Funded	-	-	378,800	378,800	-
Total Use of Restricted Reserves	\$ 6,144,736	\$ 550,000	\$ 378,800	\$ (171,200)	-31.1%
<u>Uses of Funds</u>					
Public Art, Environmental, and Marine Terminal Impact Fund	\$ 1,022,843	\$ 3,613,900	\$ 1,324,300	\$ (2,289,600)	-63.4%
Major Maintenance Expense Projects - Environmental Fund & Others	447,725	626,300	30,000	(596,300)	-95.2%
Major Maintenance Capital Project - Environmental Fund & Others	299,251	110,000	40,000	(70,000)	-63.6%
Total Use of Funds	\$ 1,769,819	\$ 4,350,200	\$ 1,394,300	\$ (2,955,900)	-67.9%
<u>Uses of or (Additions) to Capital Reserves</u>					
Capital Improvement Program Projects	\$ 20,967,213	\$ 33,816,000	\$ 31,044,700	\$ (2,771,300)	-8.2%
Capital Grants	(5,153,007)	(5,240,300)	(1,337,400)	3,902,900	-74.5%
Coronado Boat House, NC Aquatic Center, IB Sand & Parking	3,566,969	-	-	-	-
NEVP Phase I Construction Loan (Civic San Diego) & Ruocco Park	(3,185,951)	(7,200,000)	(6,800,000)	400,000	-5.6%
ACH Parking Facility Revenue	(215,002)	(215,000)	(215,000)	-	-
Municipal Services Agreements (Traylor Brother settlement)	-	1,200,000	-	(1,200,000)	-100.0%
Total Use of or (Addition) to Capital Reserves	\$ 15,980,222	\$ 22,360,700	\$ 22,692,300	\$ 331,600	1.5%
<u>Cash from Surplus, Public Art, and Environmental Fund</u>					
Cash From Prior Year Surplus	\$ 1,853,526	\$ 731,200	\$ -	\$ (731,200)	-100.0%
Public Art Fund	-	-	1,500,000	1,500,000	-
Environmental Fund	-	-	524,000	524,000	-
Total Cash from Surplus, Public Art, and Environmental Fund	\$ 1,853,526	\$ 731,200	\$ 2,024,000	\$ 1,292,800	176.8%
Addition To or (Draw On)					
Undesignated/Unrestricted Funds	\$ 1,115,183	\$ -	\$ -	\$ -	-

STRATEGIC PLAN & PROJECTS FOR FY13/14

Overview

The budget reflects many projects, challenges, and opportunities that face the Port over the next several years. As outlined in our new Strategic Plan for FY 2012 – 2017 each one of the eight strategic goals has a set of strategies to be pursued at some point over the next five years. Below are some of the key projects and strategies by goal that are included in the FY 13/14 budget.

Strategic Goals, Strategies, & Projects

1. Goal: A Port that the public understands, trusts, and values

Strategies:

- 1.1 Solicit feedback from stakeholders and respond to input
- 1.2 Increase understanding of the Port's mission, identity, and social and economic impact
- 1.3 Provide the public with easy access to information
- 1.4 Foster an environment of employee charitable giving and volunteerism
- 1.5 Develop a legislative agenda and leverage partnerships that furthers the Port's policies and initiatives
- 1.6 Demonstrate fair and consistent decision-making processes

Key Projects:

- Port's 50th Anniversary celebration
- Administration Building Board Room Information Systems Improvements
- Implement Enterprise Content Management (System for organizing, storing, and sharing documents)
- Redesign and technical upgrade to Port websites for interface into document systems
- Online public records application

2. Goal: A thriving and modern maritime seaport

Strategies:

- 2.1 Advocate for a national system of ports
- 2.2 Upgrade infrastructure, equipment and facilities for a modernized, efficient, and safe working port
- 2.3 Practice environmentally smart and efficient goods movement
- 2.4 Increase export and import potential through the identification of key target markets to maintain, grow, and capture new business

- 2.5 Become an integral link in the maritime supply chain
- 2.6 Foster the economic growth and retention of shipbuilding and repair
- 2.7 Develop maritime-related industry niche businesses and services

Key Projects:

- Cargo & Cruise operations analysis and RFQ
- Crosby Street Pier Modernization and National Oceanic Atmospheric Administration (NOAA) vessel home-porting
- Tenth Avenue Marine Terminal – Transit Shed #1, Bay 'D' and Head House 1 & 2 Demolition
- Tenth Avenue Marine Terminal Shore Power Project
- Tenth Avenue Marine Terminal water line valves replacement
- Tenth Avenue Marine Terminal structural & mooring repairs
- B Street Pier Mooring Dolphin
- Broadway Pier utility relocation
- B Street Cruise Terminal flooring/interior improvements
- B Street Cruise wall demolition
- National City Marine Terminal Berths structural & mooring repair
- Pasha Automotive Services and NCMT Operations
- Update maritime business plan
- Brookings Institute Metropolitan Export Strategy
- Maritime Operations Information System (MOIS) replacement
- Inventory and needs analysis for deep-water uses

3. Goal: A vibrant waterfront destination where residents and visitors converge

Strategies:

- 3.1 Market and improve the Port's cruise industry offerings
- 3.2 Market Port Tideland as a tourism destination
- 3.3 Promote tourism and business offerings for residents, visitors, and the local community with measurable initiatives
- 3.4 Activate the waterfront with development of new and dynamic attractions, events, and public access
- 3.5 Increase and promote events and venues for safe waterside activities and recreational boating

STRATEGIC PLAN & PROJECTS FOR FY13/14

- 3.6 Integrate tourist development and programming with travel and tourism organizations and destinations
- 3.7 Analyze and implement best business practices to manage special event venues and parks
- 3.8 Use Port public art to enhance the waterfront experience
- 3.9 Embrace and market the Bay's natural ecotourism offering
- 3.10 Increase awareness of public access opportunities around the Port

Key Projects:

- North Embarcadero Visionary Plan Phase One construction
- Cruise development marketing program
- Shelter Island Boat Launch Ramp Design
- Old Police Headquarters Redevelopment
- Sunroad Harbor Island Hotel and Restaurant Redevelopment
- Seaport Village Redevelopment Planning and Lease Negotiations
- Lane Field Hotel and Park Development

4. Goal: A Port with a healthy and sustainable bay and its environment

Strategies:

- 4.1 Continue and promote Green Port programs, including water and energy conservation, recycling programs and clean air projects
- 4.2 Pursue grants, government funding, and partnering with tenants and businesses to implement and maintain sustainable, green practices
- 4.3 Ensure compliance with environmental regulations for Port tenants and Port-sponsored activities
- 4.4 Plan and adapt for sea level rise and climate change
- 4.5 Preserve and promote habitat restoration, indigenous wildlife, and prevention of invasive species
- 4.6 Create public programs that educate and enlighten on the Port environment, including environmental education for students and stakeholders
- 4.7 Collaborate with tenants, partners, and adjacent communities to foster a healthy environment

Key Projects:

- Clean Air Projects (Voluntary Air Emission Reductions from Port and Terminal Operations)
- Green Business Network

- Port Wide Facility Energy Efficiency Plan and Improvement
- LED street lighting retrofits
- Energy efficiency retrofits throughout Tidelands
- Grant Management 319 h
- Chula Vista Bayfront Master Plan - Wildlife Advisory Group/Natural Resource Management Plan
- State Legislation – Department of Pesticide Regulation and Anti-fouling Paint (AB 425)
- Investigation and Remediation of Acquired Property - Goodrich MOU
- Tidelands, Various Locations Energy Retrofits
- Update Regional Harbor Monitoring Plan

5. Goal: A Port with a comprehensive vision for Port land and water uses integrated to regional plans

Strategies:

- 5.1 Define the planning vision to create consistent planning goals and strategies for all Port communities
- 5.2 Update the Port Master Plan including reviewing and integrating adjacent uses and regional land use transportation, and infrastructure plans
- 5.3 Incorporate sea level rise, climate change, and other environmental concerns into long-term planning
- 5.4 Advocate for regional transportation policy and, infrastructure for effective goods and passenger movement
- 5.5 Improve affordable public access through Port master planning

Key Projects:

- Integrated planning (Port master planning vision)
- National City Joint Planning Off Terminal Projects
- North Embarcadero Port Master Plan Amendment
- Implementation of the Bayfront Circulator Shuttle
- Climate Mitigation and Adaptation Plan
- Imperial Beach Palm Avenue storm water pump system improvements
- Integrated parking analysis for convention center area to Harbor Island

6. Goal: A Port that is a safe place to visit, work, and play

Strategies:

- 6.1 Maximize regional resources through public safety agency(ies) partnerships

STRATEGIC PLAN & PROJECTS FOR FY13/14

- 6.2 Leverage technical interoperability, knowledge, and grant funding
- 6.3 Dedicate resources to prevent, detect, prepare, respond, and recover from natural or man-made disasters
- 6.4 Execute on a well-coordinated infrastructure maintenance program
- 6.5 Establish and maintain a culture of safety for employees and visitors
- 6.6 Enhance visible police presence on land and water to provide a safe and secure environment
- 6.7 Utilize technologies to improve Port safety and security operations

Key Projects:

- Shelter Island Harbor Control Building generator/electrical replacement
- Playground equipment replacements (Spanish Landing, Chula Vista Marina Park, Coronado Tidelands Park)
- Security Grant Projects
- National City Marine Terminal fire system upgrade

7. Goal: A Port with an innovative and motivated workforce

Strategies:

- 7.1 Invest in professional development and training
- 7.2 Implement innovative and cost-effective practices and technology for effective delivery services
- 7.3 Foster a workforce culture of wellness, safety, and innovation
- 7.4 Improve internal communications through systematic processes and teamwork
- 7.5 Build a competitive compensation and benefit structure for retention and recruitment
- 7.6 Enhance knowledge management practices to support long-term sustainability of the Port

Key Projects:

- Automated Board Agenda Application
- Electronic Forms
- Events Scheduling Application

8. Goal: A financially sustainable Port that drives regional job creation and regional economic vitality

Strategies:

- 8.1 Generate and diversify revenue sources

- 8.2 Facilitate the strategic and innovative development and redevelopment of Port properties
- 8.3 Pursue new investment capital for project funding
- 8.4 Develop and maintain infrastructure for expansion of Port and business activities
- 8.5 Develop the Port into an attractive place for business and the community
- 8.6 Maximize external funding for Port projects and programs
- 8.7 Ensure cost containment
- 8.8 Partner with outside governmental agencies and the private sector
- 8.9 Implement decision-making that anticipates long-term global opportunities and threats
- 8.10 Identify practices that create regional jobs

Key Projects:

- Chula Vista Infrastructure Planning Pre Design
- Chula Vista Bay Front Master Plan Implementation
- H Street Extension (I-5 to Marina Park Way)
- Marriott Marquis & Marina Redevelopment
- Hilton Hotel Expansion
- Convention Center Expansion
- Data Center Hosting Study
- Cost Recovery Implementation
- Analysis of new revenue sources and public/private partnerships
- State/grant programs for environmental initiatives
- Federal legislation and funding opportunities for maritime infrastructure
- Consideration of debt refinancing

U.S. ECONOMIC FORECAST

According to Bloomberg and various economic reports, the national economy, as measured by GDP, grew at an annual average rate of 2.2% in calendar year 2012. Moderate U.S. economic expansion is expected for calendar year 2013 with an outlook for an annual average growth rate of 2.0% for calendar year 2013 and 2.7% for calendar year 2014. Improvement in the labor market continues with the unemployment rate declining from 8.1% in 2012 to a forecast rate of 7.6% for calendar year 2013 and 7.2% for 2014. The housing sector continues to advance with sustained low mortgage rates. Inflation remained low at 2.0% for calendar year 2012 and economists expect the consumer price index to be at around 1.7% for calendar year 2013 and 2.0% for 2014.

Short-term interest rates, which are controlled by the Federal Open Market Committee and are measured by the Federal Funds target rate, remained unchanged. The Committee expects to maintain a highly accommodative stance for monetary policy and has indicated that a low rate for the “federal funds rate will be appropriate at least as long as the unemployment rate remains above 6.5%.”

California’s economic performance firmed up in calendar year 2012 and the State’s overall economy is poised to outpace the National economy over the next two years.

The Construction sector continues to reflect gains driven by sharp improvement in homebuilding. The State forecasted slight budget deficits for fiscal years 2013 and 2014. In view of a stronger-than-expected growth in the State’s economy and additional revenues expected from the passage of Proposition 30, the forecast has now been changed to balanced budgets. Economists are forecasting an average annual growth rate of 2.5% for calendar year 2013 and 3.3% for calendar year 2014. The State’s unemployment rate is expected to be at approximately 9.8% for 2013 and 8.9% for 2014.

The economic outlook for San Diego County continues to be positive for 2013 with residential real estate on the mend and the construction industry improving the job market. The County’s unemployment rate is expected to average 8.3% in 2013 and 8.1% in 2014. The tourism industry is expecting continued growth for 2013 but demand for cruise ship business will likely remain flat for the next couple of years. Trade flows are expected to increase moderately for cargo operations in calendar year 2013. San Diego’s index of leading economic indicators has been on a modest, yet consistent, upward trend in recent months.

U.S. Economic Forecasts - 12 Months Ahead

Economic Indicator	1Q.2013	2Q.2013	3Q.2013	4Q.2013	Avg.2013	Avg.2014	Avg.2015
Gross Domestic Product (GDP)	2.50%	1.60%	2.20%	2.60%	2.00%	2.70%	3.00%
Consumer Spending	2.20%	1.80%	2.10%	2.50%	2.20%	2.50%	2.70%
Unemployment Rate	7.70%	7.60%	7.50%	7.40%	7.60%	7.20%	6.60%
Consumer Price Index (YOY %)	1.70%	1.70%	1.70%	1.80%	1.70%	2.00%	2.20%
Benchmark Interest Rates	1Q.2013	2Q.2013	3Q.2013	4Q.2013	1Q.2014	2Q.2014	3Q.2014
Federal Funds Rate – Target	.25%	.25%	.25%	.25%	.25%	.25%	.25%
Ten-year Treasury Note	1.85%	1.84%	2.00%	2.20%	2.51%	2.70%	2.83%

Source: Bloomberg; Median economists’ forecasts for U.S. economic indicators (81 economists surveyed May 3, 2013 to May 8, 2013)

POLICIES

Financial and Long-Range Policies

The annual operating budget is intended to establish efficient and effective methods for managing the Port's financial resources. Accordingly, this section outlines the long-range and financial policies that guide the preparation of the budget:

- The projected income stream will allow the Port to continue to operate without the use of taxes or direct assessments.
- Revenues exceed expenses before depreciation and amortization and before capital expenditures.
- The Port activities authorized in the budget will help stimulate the economy in the San Diego region.
- Capital investment in the Tidelands will provide significant, long-term economic benefits to the region and will provide public improvements and infrastructure that will stimulate private investment in the Tidelands bringing new revenues to the Port and creating new jobs and opportunities for the region. Financial policies will enable the Port to maintain its sound financial condition, so that capital investment in the Tidelands may continue.
- Cash investments made by the Port will conform to its Guidelines for Prudent Investments. It is the policy of the Port to invest public funds in a manner that will provide the highest rate of return with the maximum security while meeting the daily cash flow demands of the Port. The investment policies and practices of the Port are based upon prudent money management and conform to all state and local statutes governing the investment of public funds. In order of priority, investment objectives are:
 - o Safety of principal
 - o Liquidity
 - o Return on investment
- The budget will be prepared in a manner that facilitates its understanding by citizens as well as Port officials. Presenting a clear, readable budget will effectively communicate overall Port goals and plans, and contribute to the

public's knowledge and appreciation of the Port's positive impact on the region.

Appropriation of Funds

The Port has only one operating fund. The San Diego Unified Port District Act directs the creation of only one fund. Accordingly, unless specifically stated, all income and expenses flow through one fund.

Transfers between budget items are governed by BPC Policy No. 090.

ORGANIZATION

The Port receives policy direction from the Board of Port Commissioners. The Executive Director/President/Chief Executive Officer (CEO), Personnel Advisory Board, Port Attorney, and Port Auditor report directly to the Board.

The Port implemented a significant reorganization in January 2011. The new structure was implemented to ensure operations and administration functions work effectively. At the same time, the structure allows the Port to position itself to seize new revenue, cost sharing, and waterfront activation opportunities by focusing resources on strategic initiatives and external relationships.

Following are the divisions and departments in the Port that report to the Executive Director:

ENVIRONMENTAL & DEVELOPMENT SERVICES: The Division is responsible for implementation of the Port's capital improvement and major maintenance program, the operations of planning, real estate asset management and development, and environmental and land use management. In FY 13/14 Public Art personnel and related support costs were combined with the Environmental & Land Use Management department.

Departments:

- **Engineering - Construction**
- **Environmental & Land Use Management**
- **Real Estate**

STRATEGY & BUSINESS DEVELOPMENT: The Division is responsible for building and maintaining partnership with external stakeholders and other government agencies, the operations of maritime, coordinating and facilitating development implementation of the Port's strategic plan and evaluation framework, marketing, and corporate communication.

Departments:

- **Government & Civic Relations**
- **Maritime**
- **Marketing & Communications**

BUSINESS INFORMATION & TECHNOLOGY AND FINANCIAL SERVICES: The Division is responsible for information technology, accounting, finance, treasury, and risk management and safety services. In FY 13/14 Risk Management & Safety personnel and related support costs were transferred to the Financial Services department from the Human Resources department.

Departments:

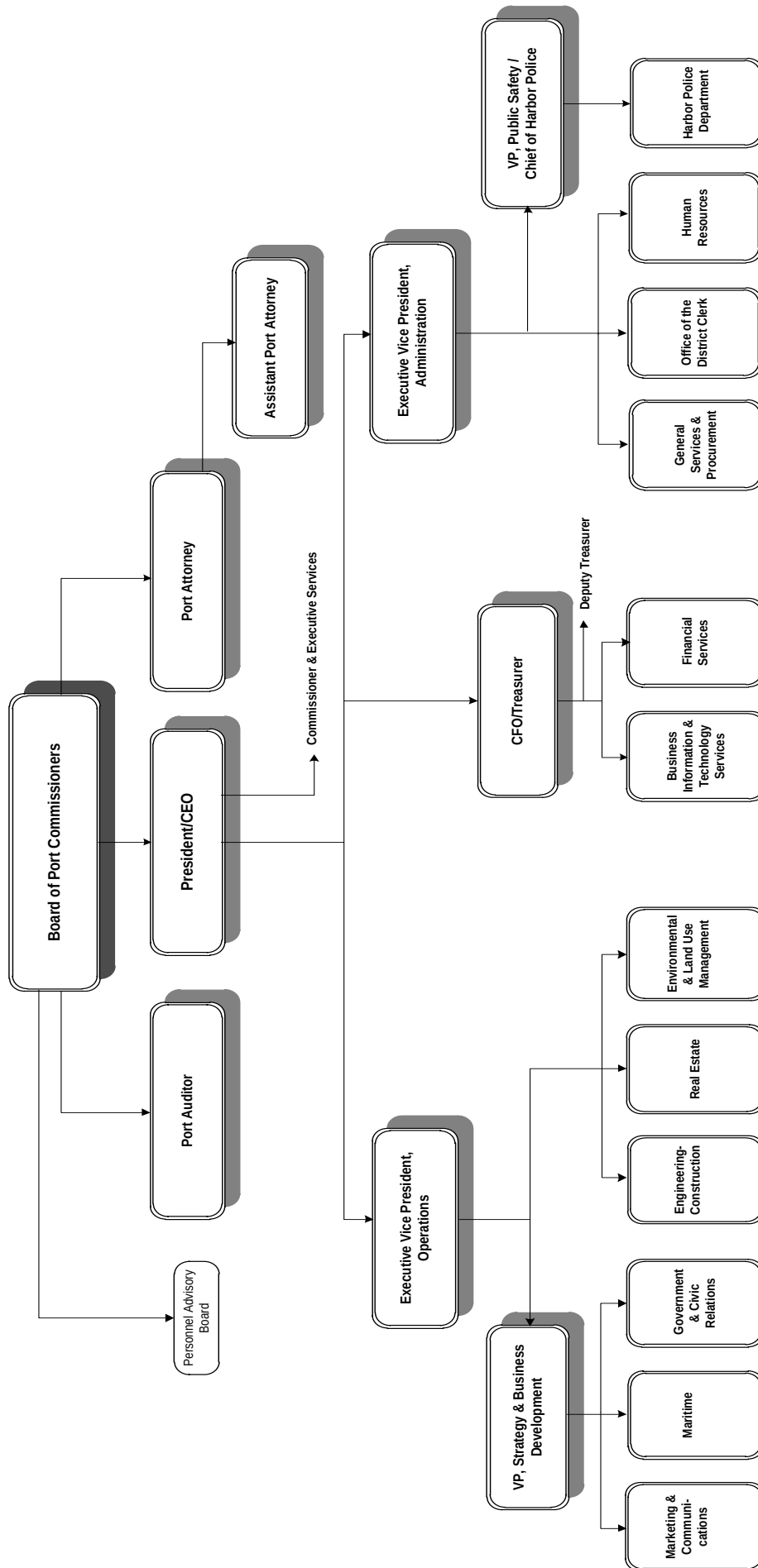
- **Business Information & Technology Services**
- **Financial Services**

ADMINISTRATION: The Division is responsible for support services provided to business lines, Port staff, customers, and for public safety. In FY 13/14 Community Service Officers and related support costs were transferred to the Harbor Police Department from the Maritime department.

Departments:

- **General Services & Procurement**
- **Human Resources**
- **Office of the District Clerk**
- **Harbor Police Department**

FY13/14 DISTRICT ORGANIZATION CHART



STAFFING NEEDS PERMANENT POSITIONS BUDGET

	ADJUSTED BUDGET FY 12/13	TRANSFER IN	TRANS OUT/ ELIMINATE	BUDGET FY 13/14	CHANGE FY 13/14-12/13 BUDGET
Engineering - Construction	41	1	1	40	-1
Environmental & Land Use Management	23	5	1	27	4
Real Estate	34	1	1	34	0
Public Art	4	0	4	0	-4
ENVIRONMENTAL & DEVELOPMENT SERVICES DIVISION	102	7	7	101	-1
Government & Civic Relations	11	0	5	6	-5
Maritime	37	2	7	32	-5
Marketing & Communications	26	0	10	17	-9
STRATEGY & BUSINESS DEVELOPMENT DIVISION	74	2	22	55	-19
Harbor Police Department	157	6	9	154	-3
PUBLIC SAFETY DIVISION	157	6	9	154	-3
General Services & Procurement	116	0	5	111	-5
Human Resources	20	3	6	17	-3
Office of the District Clerk	21	3	0	24	3
ADMINISTRATION DIVISION	157	6	11	152	-5
Business Information & Technology Services	30	2	3	29	-1
Financial Services	22	4	3	23	1
BITS & FINANCIAL SERVICES DIVISION	52	6	6	52	0
Port Attorney	12	0	0	12	0
Port Auditor*	4	1	0	5	1
OTHER	16	1	0	17	1
TOTAL STAFFING	558	28	55	531	-27

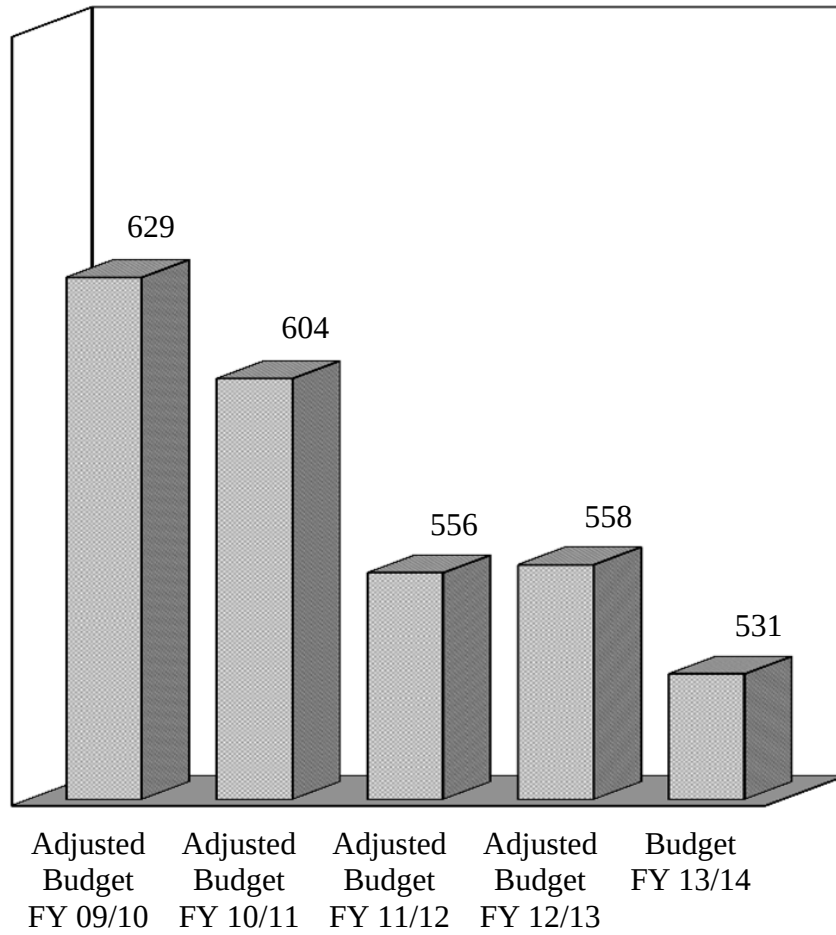
Notes:

In FY 12/13, the Board approved the addition of 2 new positions in the Port Attorney's department. These changes are reflected in the Adjusted Budget FY 12/13 column above.

In FY 13/14 all vacant positions were removed.

* The Board approved the addition of 1 Assistant to Port Auditor position in FY 13/14.

CHANGE IN STAFFING



NON-PERMANENT STAFF POSITIONS STUDENT POSITIONS

DEPARTMENT	JOB TITLE	ADJUSTED	
		BUDGET FY 12/13	BUDGET FY 13/14
Marketing & Communications	Intern	4	1
Business Information & Technology Services	Intern	6	5
Engineering - Construction	Intern	7	1
Environmental & Land Use Management	Intern	5	2
Financial Services	Intern	0	1
General Services & Procurement	Intern	4	0
Government & Civic Relations	Intern	6	0
Harbor Police Department	Intern	2	0
Human Resources	Intern	3	1
Maritime	Intern	1	0
Office of the District Clerk	Intern	2	0
Port Attorney	Intern	1	0
Real Estate	Intern	2	0
TOTALS		43	11

REVENUE HIGHLIGHTS

Trends in Revenue

Revenue for the Port is budgeted at \$150.4 million, a decrease of \$0.2 million, or 0.1%, from the FY 12/13 budget.

Trends affecting revenue are described below by operating center.

Revenue by Operating Center

Revenues were projected by benchmarking major tenants and using industry analysis to predict trends in revenue. Optimistic assumptions concerning prospective revenue from new and renegotiated leases were included. For the FY 13/14 revenue budget, a detailed, tenant-specific analysis was performed. However, for budget purposes, full revenue in FY 13/14 is not included for leases scheduled to terminate until the new lease is in place; nor is any revenue included for any lease with an option until the option is exercised and there is realistic certainty of the revenue stream.

Since concession revenues vary with economic conditions, the revenue team performed a detailed trend analysis using the most recent data available. Actual year-to-date revenue, published hotel industry forecasts, cruise ship activity projections, and convention bookings were all reviewed and considered in developing the FY 13/14 forecast. Key tenants were interviewed regarding their own forecasts.

Maritime

Maritime projects an increase of approximately \$2.4 million, or 7.3%, from FY 12/13 budgeted revenue.

Increases in revenue will occur primarily in the following areas:

- **Wharfage** is budgeted at \$13.7 million, an increase of \$1.2 million, or 9.8%, compared to last year's budget due to higher throughput and new container business anticipated from Pasha's automobile and general cargo operations at the National City Marine terminal (NCMT). Minimum Annual Guarantee (MAG) has increased by \$0.6 million but is offset by a decrease in spot cargos by \$0.2 million.
- **Fixed Rent** is budgeted at \$14.4 million, an increase of \$0.4 million, or 2.9% from the prior fiscal year. This increase is primarily from a new lease agreement and rent increases from various miscellaneous agreements.

- **Storage Space Rental** is budgeted at \$1.1 million, an increase of \$0.3 million or 42.7% from last year's budget. This is primarily due to an increase in automobile storage at NCMT. Pasha anticipates a 5% to 6% growth in overall automobile throughput next fiscal year.
- **Dockage** is budgeted at \$1.8 million, an increase of \$0.2 million or 15.1% from last year's budget. The increase is primarily associated with higher number of vessel calls from windmill, automobiles, solar energy storage materials, and steel cargos.
- **Other Rental Revenue** is budgeted at \$0.5 million, an increase of \$0.2 million or 63.7% from last year's budget. This revenue includes rental of the Port Pavilion facility as well as the Tenth Avenue Marine Terminal (TAMT) mobile crane. Maritime projected that cargo activities such as project cargos, windmill components, steel, and yachts will recover in FY 13/14. The increase is associated with mobile crane rental.
- **Concession Revenue** is budgeted at \$1.7 million, an increase of \$0.1 million or 7.4% from last year's budget. Revenues from bay tour operations are estimated to be \$0.2 million higher than last year's budget. The adjustment reflects current revenue trend plus a projected 5% growth. The increase is offset by the elimination of \$0.1 million in minimum crane fees from Dole Fresh Fruit Company.

Real Estate

Real Estate projects an increase of approximately \$4.4 million, or 5.4%, compared with the FY 12/13 budget.

Increases in revenue will occur primarily in the following areas:

- **Concession Revenue** is budgeted at \$54.5 million, an increase of \$3.2 million, or 6.3%. This is primarily due to higher revenue projections for existing hotels, restaurants, and other concession tenants. \$1.0 million of the budgeted increase is attributable to the expiration of the San Diego Marriott arbitration award in November 2013.
- **Parking** is budgeted at \$7.7 million, an increase of \$1.3 million or 20.5 % from the prior year. This increase is attributable to proposed parking rate increases for the Convention Center, Hilton garage, and Navy Pier. Some of the expected increase will be offset by a reduction in revenue from the Lane Field parking lot due to the possible option exercise and construction of a hotel.

- **Miscellaneous Other Operating Revenue** is budgeted at \$0.4 million. This is due to the reimbursable portion of the professional services.

Increases are partially offset by a decrease in the following area:

- **Grant Revenue** is decreasing by \$0.3 million due to the expiration of the grant from California State Coastal Conservancy Agency for the Commercial Fisheries Revitalization Plan Implementation. There is no new grant awarded in FY 13/14.
- **Fixed Rent** is budgeted at \$22.6 million, a decrease of \$0.1 million, or 0.4%. This decrease is primarily due to the expiration of Airport leases on Harbor Island and the uncertainty of receiving the same level of rent from a future tenant.

Harbor Police

The Harbor Police Department, in addition to serving the District, is the primary law enforcement agency at the San Diego County Regional Airport Authority (SDCRAA). The cost reimbursement for the direct police costs provided to the SDCRAA is approximately \$13.4 million for the FY 13/14 revenue budget, a decrease of \$0.9 million, or 6.1% from the FY 12/13 budget while the General and Administrative cost (G & A) reimbursement reported under the Miscellaneous Center below is approximately \$2.1 million, bringing the total reimbursement to \$15.5 million. The total level of service will remain the same as last year however, the anticipated revenues were budgeted based on the current billing methodology that allocates the G & A based on a fixed 15 % instead of the new cost allocation plan.

Additionally, the Harbor Police will generate approximately \$0.4 million from traffic citations and permitting of piers and floats. Also, federal, state, and local grant reimbursements will be approximately \$0.7 million, primarily due to Homeland Security and Operation Stonegarden funding.

Miscellaneous

NEVP capital project contribution, which represents Civic San Diego's (formerly Centre City Development Corporation) share of construction cost for the NEVP Phase-I project, is budgeted at \$6.8 million.

Grants – Capital Projects Reimbursement is decreasing by \$3.9 million due to less federal grants awarded in FY 13/14.

Miscellaneous Other Non-Operating Revenue is decreasing by \$2.2 million primarily due to legal insurance settlements which are not budgeted for next year and the future.

Public services provided, which represent reimbursements for General and Administrative costs associated with the SDCRAA agreement for Harbor Police services, is budgeted at \$2.1 million, a decrease of \$0.7 million, or 25.8% from the FY 12/13 budget. This decrease is a result of revenues budgeted based on the current billing methodology that allocates the G & A based on a fixed 15 % instead of the new cost allocation plan as previously explained above under the Harbor Police operating center.

Miscellaneous Grant Revenues is decreasing by \$0.4 million due to the expiration of grant awarded to General Services in the prior year for the purchase of radios.

The Port is a Fiduciary Agent for the Department of Homeland Security, FEMA - Port Security Grant Program (PSGP). The Port typically oversees PSGP sub-grantees in the San Diego area. In FY 13/14, there are no Sub-Grantees resulting in Grant Revenue – Sub-Grantee decreasing by \$0.7 million.

The Partnership/Cost Sharing Reimbursement is a new account budgeted for \$1.0 million and consists of reimbursement from Regional Harbor Monitoring Program for \$0.5 million, SDG&E Energy Efficiency Partnership for \$0.3 million, and \$0.2 million from Water Quality Implementation Plan.

In FY 12/13 a Cost Recovery Plan/User Fee Study was conducted with the intent that those who use a proprietary service, pay for the service in proportion to the benefit received. The recommended user fee will include recovery of direct and indirect costs using a clear, equitable, and legally-defensible method. Port staff presented the results of the study at the May 7, 2013 Board meeting and Reimbursed Cost/Cost Recovery of \$1.5 million was included in the FY 13/14 budget.

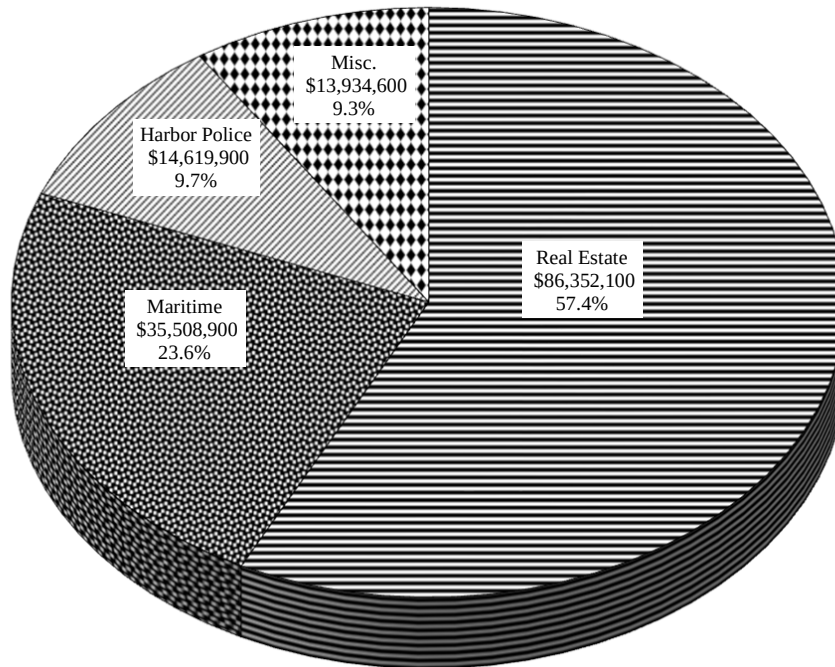
REVENUE BY OPERATING CENTER AND ACCOUNT FY 13/14 BUDGET

	ACTUAL FY 11/12	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	INC/(DEC) FY 13/14-12/13 BUDGET	% CHANGE
<u>MARITIME</u>					
Fixed Rent	\$ 14,365,014	\$ 13,969,500	\$ 14,379,000	\$ 409,500	2.9%
Concession Revenue	1,706,723	1,591,800	1,709,000	117,200	7.4%
Storage Space Rental	799,223	795,400	1,135,000	339,600	42.7%
Other Rental Revenue	320,867	330,700	541,300	210,600	63.7%
RE Revenue from Rent Reduction	(46,021)	-	-	-	-
Rents	\$ 17,145,806	\$ 16,687,400	\$ 17,764,300	\$ 1,076,900	6.5%
Bunkering	\$ 50,030	\$ 44,700	\$ 45,800	\$ 1,100	2.5%
Cruise Ship Passenger Fees	1,554,482	1,172,200	1,163,800	(8,400)	-0.7%
Cruise Ship Passenger Security Charges	1,173,957	1,018,100	933,800	(84,300)	-8.3%
Dockage	1,966,661	1,547,200	1,781,300	234,100	15.1%
Environmental Surcharge	9,598	7,500	7,700	200	2.7%
Parking	30,783	20,000	24,000	4,000	20.0%
Parking Meters	12,975	-	-	-	-
Wharfage	10,866,540	12,457,600	13,683,900	1,226,300	9.8%
Miscellaneous Other Operating Revenue	8,354	-	3,600	3,600	-
Fees & Service Charges	\$ 15,673,380	\$ 16,267,300	\$ 17,643,900	\$ 1,376,600	8.5%
Utilities Furnished	\$ 126,148	\$ 124,300	\$ 74,700	\$ (49,600)	-39.9%
Services	\$ 126,148	\$ 124,300	\$ 74,700	\$ (49,600)	-39.9%
Grant Revenue	\$ 144,330	\$ 26,000	\$ 26,000	\$ -	0.0%
Grants	\$ 144,330	\$ 26,000	\$ 26,000	\$ -	0.0%
Damages Recovered	\$ 1,200	\$ -	\$ -	\$ -	-
Service Charges	6,327	-	-	-	-
Interest - Miscellaneous	3,157	-	-	-	-
Non-Operating Revenue	\$ 10,684	\$ -	\$ -	\$ -	-
TOTAL MARITIME	\$ 33,100,348	\$ 33,105,000	\$ 35,508,900	\$ 2,403,900	7.3%
<u>REAL ESTATE</u>					
Fixed Rent	\$ 22,705,551	\$ 22,712,200	\$ 22,619,100	\$ (93,100)	-0.4%
Concession Revenue	49,227,283	51,340,300	54,549,400	3,209,100	6.3%
ACH Parking Facility Funding	215,002	215,000	215,000	-	0.0%
Other Rental Revenue	251,726	20,000	-	(20,000)	-100.0%
RE Revenue from Rent Reduction	(6,000)	-	-	-	-
Rents	\$ 72,393,562	\$ 74,287,500	\$ 77,383,500	\$ 3,096,000	4.2%
Parking	\$ 6,340,182	\$ 6,353,100	\$ 7,656,200	\$ 1,303,100	20.5%
Parking Meters	907,568	867,600	826,600	(41,000)	-4.7%
Park Usage Fees	132,159	93,600	95,500	1,900	2.0%
Miscellaneous Other Operating Revenue	8,671	6,200	390,300	384,100	6195.2%
Fees & Service Charges	\$ 7,388,580	\$ 7,320,500	\$ 8,968,600	\$ 1,648,100	22.5%
Grant Revenue	\$ -	\$ 295,500	\$ -	\$ (295,500)	-100.0%
Grants	\$ -	\$ 295,500	\$ -	\$ (295,500)	-100.0%
Damages Recovered	\$ 3,000	\$ -	\$ -	\$ -	-
Misc Other Non-Operating Revenue	980	-	-	-	-
Interest - Miscellaneous	42	-	-	-	-
Non-Operating Revenue	\$ 4,022	\$ -	\$ -	\$ -	-
TOTAL REAL ESTATE	\$ 79,786,164	\$ 81,903,500	\$ 86,352,100	\$ 4,448,600	5.4%

REVENUE BY OPERATING CENTER AND ACCOUNT FY 13/14 BUDGET

	ACTUAL FY 11/12	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	INC/(DEC) FY 13/14-12/13 BUDGET	% CHANGE
<u>HARBOR POLICE</u>					
Fixed Rent	\$ 14,040	\$ 13,300	\$ 14,000	\$ 700	5.3%
Rents	\$ 14,040	\$ 13,300	\$ 14,000	\$ 700	5.3%
Citations	\$ 373,205	\$ 270,000	\$ 270,000	\$ -	0.0%
Piers & Floats	128,292	150,000	100,000	(50,000)	-33.3%
Miscellaneous Other Operating Revenue	51,018	20,000	50,000	30,000	150.0%
Fees & Service Charges	\$ 552,515	\$ 440,000	\$ 420,000	\$ (20,000)	-4.5%
Public Services Provided	\$ 14,198,634	\$ 14,321,500	\$ 13,449,400	\$ (872,100)	-6.1%
Services	\$ 14,198,634	\$ 14,321,500	\$ 13,449,400	\$ (872,100)	-6.1%
Grant Revenue	\$ 873,421	\$ 896,100	\$ 736,500	\$ (159,600)	-17.8%
Grants	\$ 873,421	\$ 896,100	\$ 736,500	\$ (159,600)	-17.8%
Damages Recovered	\$ 3,420	\$ -	\$ -	\$ -	-
Misc Other Non-Operating Revenue	994	-	-	-	-
Gain/Loss from Disposal of Fixed Assets	(7,499)	-	-	-	-
Asset Forfeiture Proceeds-Harbor Police	81,181	-	-	-	-
Non-Operating Revenue	\$ 78,096	\$ -	\$ -	\$ -	-
TOTAL HARBOR POLICE	\$ 15,716,706	\$ 15,670,900	\$ 14,619,900	\$ (1,051,000)	-6.7%
<u>MISCELLANEOUS</u>					
Permit & License Fees	\$ 13,750	\$ -	\$ -	\$ -	-
Miscellaneous Other Operating Revenue	25,362	-	-	-	-
Miscellaneous Other Operating Revenue	\$ 39,112	\$ -	\$ -	\$ -	-
Public Services Provided	\$ 1,917,779	\$ 2,769,000	\$ 2,054,900	\$ (714,100)	-25.8%
Reimbursed Cost/Cost Recovery	-	-	1,481,400	1,481,400	-
Services	\$ 1,917,779	\$ 2,769,000	\$ 3,536,300	\$ 767,300	27.7%
Grant Revenue	\$ 153,915	\$ 717,600	\$ 319,000	\$ (398,600)	-55.5%
Grants Revenue -Sub-Grantee	111,325	698,700	-	(698,700)	-100.0%
Partnership/Cost Sharing Reimbursement	-	-	971,900	971,900	-
Grants	\$ 265,240	\$ 1,416,300	\$ 1,290,900	\$ (125,400)	-8.9%
Damages Recovered	\$ 48,675	\$ -	\$ -	\$ -	-
Grants - Capital Project Reimbursement	5,153,007	5,240,300	1,337,400	(3,902,900)	-74.5%
Donated Revenue	1,421,710	-	65,000	65,000	-
Insurance Proceeds	846	365,000	-	(365,000)	-100.0%
Reimbursed Legal Fees	510,390	-	365,000	365,000	-
Legal Settlements	5,000	-	-	-	-
Misc Other Non-Operating Revenue	3,294,168	2,300,000	100,000	(2,200,000)	-95.7%
Restitution	350	-	-	-	-
Sale of Surplus Items - Proceeds	57,211	-	60,000	60,000	-
NEVP Capital Project Contribution	1,764,239	7,200,000	6,800,000	(400,000)	-5.6%
Non-Operating Revenue	\$ 12,255,596	\$ 15,105,300	\$ 8,727,400	\$ (6,377,900)	-42.2%
Gain/Loss On Sale of Investments	\$ 5,850	\$ -	\$ -	\$ -	-
Interest - Investments	1,254,349	624,000	380,000	(244,000)	-39.1%
Interest - Unamortized Bond Premium	(141,086)	-	-	-	-
Unrealized Gain/Loss On Inv. (GASB 31)	(349,218)	-	-	-	-
Interest - Miscellaneous	10,329	-	-	-	-
Investment Revenue	\$ 780,224	\$ 624,000	\$ 380,000	\$ (244,000)	-39.1%
Discounts Earned	\$ 3,068	\$ -	\$ -	\$ -	-
Other Revenue	\$ 3,068	\$ -	\$ -	\$ -	-
TOTAL MISCELLANEOUS	\$ 15,261,019	\$ 19,914,600	\$ 13,934,600	\$ (5,980,000)	-30.0%
TOTAL REVENUE	\$ 143,864,237	\$ 150,594,000	\$ 150,415,500	\$ (178,500)	-0.1%

REVENUE BY OPERATING CENTER

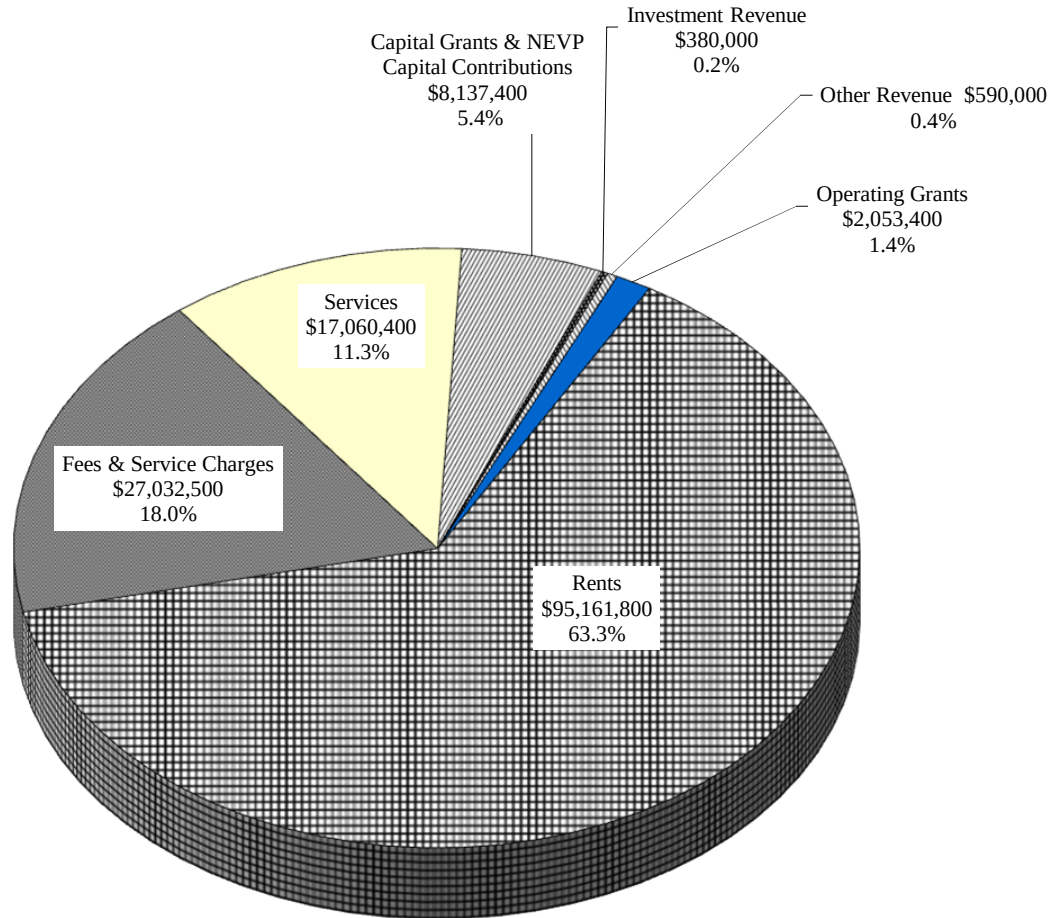


TOTAL REVENUE \$150,415,500

REVENUE BY ACCOUNT FY 13/14 BUDGET

	ACTUAL FY 11/12	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	INC/(DEC) FY 13/14-12/13 BUDGET	% CHANGE
Fixed Rent	\$ 37,084,605	\$ 36,695,000	\$ 37,012,100	\$ 317,100	0.9%
Concession Revenue	50,934,006	52,932,100	56,258,400	3,326,300	6.3%
Storage Space Rental	799,223	795,400	1,135,000	339,600	42.7%
ACH Parking Facility Funding	215,002	215,000	215,000	-	0.0%
Other Rental Revenue	572,593	350,700	541,300	190,600	54.3%
RE Revenue from Rent Reduction	(52,021)	-	-	-	-
Rents	\$ 89,553,408	\$ 90,988,200	\$ 95,161,800	\$ 4,173,600	4.6%
Bunkering	\$ 50,030	\$ 44,700	\$ 45,800	\$ 1,100	2.5%
Citations	373,205	270,000	270,000	-	0.0%
Cruise Ship Passenger Fees	1,554,482	1,172,200	1,163,800	(8,400)	-0.7%
Cruise Ship Passenger Security Charges	1,173,957	1,018,100	933,800	(84,300)	-8.3%
Dockage	1,966,661	1,547,200	1,781,300	234,100	15.1%
Environmental Surcharge	9,598	7,500	7,700	200	2.7%
Permit & License Fees	13,750	-	-	-	-
Parking	6,370,965	6,373,100	7,680,200	1,307,100	20.5%
Parking Meters	920,543	867,600	826,600	(41,000)	-4.7%
Park Usage Fees	132,159	93,600	95,500	1,900	2.0%
Piers & Floats	128,292	150,000	100,000	(50,000)	-33.3%
Wharfage	10,866,540	12,457,600	13,683,900	1,226,300	9.8%
Miscellaneous Other Operating Revenue	93,405	26,200	443,900	417,700	1594.3%
Fees & Service Charges	\$ 23,653,587	\$ 24,027,800	\$ 27,032,500	\$ 3,004,700	12.5%
Public Services Provided	\$ 16,116,413	\$ 17,090,500	\$ 15,504,300	\$ (1,586,200)	-9.3%
Utilities Furnished	126,148	124,300	74,700	(49,600)	-39.9%
Reimbursed Cost/Cost Recovery	-	-	1,481,400	1,481,400	-
Services	\$ 16,242,561	\$ 17,214,800	\$ 17,060,400	\$ (154,400)	-0.9%
Grant Revenue	\$ 1,171,666	\$ 1,935,200	\$ 1,081,500	\$ (853,700)	-44.1%
Grants Revenue -Sub-Grantee	111,325	698,700	-	(698,700)	-100.0%
Partnership/Cost Sharing Reimbursement	-	-	971,900	971,900	-
Grants	\$ 1,282,991	\$ 2,633,900	\$ 2,053,400	\$ (580,500)	-22.0%
Damages Recovered	\$ 56,295	\$ -	\$ -	\$ -	-
Grants - Capital Project Reimbursement	5,153,007	5,240,300	1,337,400	(3,902,900)	-74.5%
Donated Revenue	1,421,710	-	65,000	65,000	-
Insurance Proceeds	846	365,000	-	(365,000)	-100.0%
Reimbursed Legal Fees	510,390	-	365,000	365,000	-
Legal Settlements	5,000	-	-	-	-
Misc Other Non-Operating Revenue	3,296,142	2,300,000	100,000	(2,200,000)	-95.7%
Service Charges	6,327	-	-	-	-
Restitution	350	-	-	-	-
Sale of Surplus Items - Proceeds	57,211	-	60,000	60,000	-
Gain/Loss from Disposal of Fixed Assets	(7,499)	-	-	-	-
Asset Forfeiture Proceeds-Harbor Police	81,181	-	-	-	-
NEVP Capital Project Contribution	1,764,239	7,200,000	6,800,000	(400,000)	-5.6%
Gain/Loss On Sale of Investments	5,850	-	-	-	-
Interest - Investments	1,254,349	624,000	380,000	(244,000)	-39.1%
Interest - Unamortized Bond Premium	(141,086)	-	-	-	-
Unrealized Gain/Loss On Inv. (GASB 31)	(349,218)	-	-	-	-
Interest - Miscellaneous	13,528	-	-	-	-
Discounts Earned	3,068	-	-	-	-
Non-Operating Revenue	\$ 13,131,690	\$ 15,729,300	\$ 9,107,400	\$ (6,621,900)	-42.1%
TOTAL REVENUE	\$ 143,864,237	\$ 150,594,000	\$ 150,415,500	\$ (178,500)	-0.1%

REVENUE BY ACCOUNT



TOTAL REVENUE \$150,415,500

EXPENSE HIGHLIGHTS

Trends in Expense

Direct Expense is budgeted at \$139.9 million and is approximately \$4.2 million, or 3.1%, higher than the FY 12/13 adjusted budget.

Personnel Expense

Overall, Personnel Expense will increase by \$2.6 million, or 3.3%, from the previous year's adjusted budget, primarily due to an increase in retirement, addition of three Board approved positions, step increases for represented employees, workers' compensation, and healthcare costs. Partially offsetting these increases are decreases in overtime and temporary personnel. Total staff for FY 13/14 is projected to be 531 permanent positions. Budgeted expenses consist of Salaries & Wages, Overtime, and Burden.

- **Salaries & Wages** (not including Overtime or Temporary Personnel) will increase by \$1.1 million, or 2.6%, primarily due to the addition of three Board approved positions and step salary increases for represented employees.
- **Overtime** will decrease by \$0.4 million, or 23.9%, primarily due to a reduction in Harbor Police overtime for training and operations.
- **Temporary Personnel** will decrease by \$0.1 million, or 100.0%.
- **Burden** will increase by \$2.0 million, or 7.0%, mainly due to an increase in retirement, workers' compensation, and healthcare costs.
- **Student Intern Program** will decrease by 32 for a total of 11 positions for FY 13/14.

Non-Personnel Expense

Overall, Non-Personnel Expense (NPE) will increase by \$1.8 million, or 3.9%. Large budget-to-budget variances are projected in the following Non-Personnel accounts:

Professional Services will increase by \$2.2 million, or 26.7%. Environmental & Land Use Management will increase by \$2.7 million primarily due to the Regional Harbor Monitoring Program (RHMP) and numerous environmental related projects and activities that were funded and accounted for in eligible environmental fund expenditures in the prior fiscal year. Real Estate will increase by \$0.3 million primarily due to site development consultants and bench marking studies. Maritime will increase by \$0.2 million mainly due to maritime studies, maritime business plan updates, facility assessments, and export initiative services. Port Attorney will increase \$0.2 million due to anticipated litigation. The increase was partially offset by decreases in the following departments:

Marketing & Communications decreased by \$0.5 million due to a reduction in public relation consulting services and waterfront activation expenditures. Government & Civic Relations decreased by \$0.3 million due to a reduction in legislative services, grant writing services, and San Diego World Trade Center expenditures.

Services – Legal will increase by \$1.9 million, primarily due to an increase in legal services for business related projects.

Joint Programs/Studies Assistance will increase by \$0.8 million due to a reclassification of environmental related projects, which were budgeted in eligible environmental fund expenditures in the prior fiscal year.

Services – Operator Retention will increase by \$0.4 million, or 18.3%, due to tariff revenue sharing with Pasha Services for forecasted increased vehicle throughput and new container business at National City Marine Terminal (NCMT).

Technology Strategic Plan - Projects will increase by \$0.4 million, primarily due technology projects being budgeted in equipment & systems in the prior fiscal year.

Public Art Program will decrease by \$0.5 million, or 100.0%, due to the deferral of public art projects.

Equipment & Systems will decrease by \$0.5 million, or 45.5%, primarily due to the reclassification of technology related projects to the Technology Strategic Plan-Projects expense category.

Advertising will decrease by \$0.5 million, or 46.1%, due to a decrease in television, radio, and special event advertisements.

Eligible Environmental Fund Expenditures will decrease by \$1.7 million, or 75.6%, primarily due to less environmental related activities identified to be funded from the Environmental fund.

EXPENSE BY DIVISION/COST CENTER

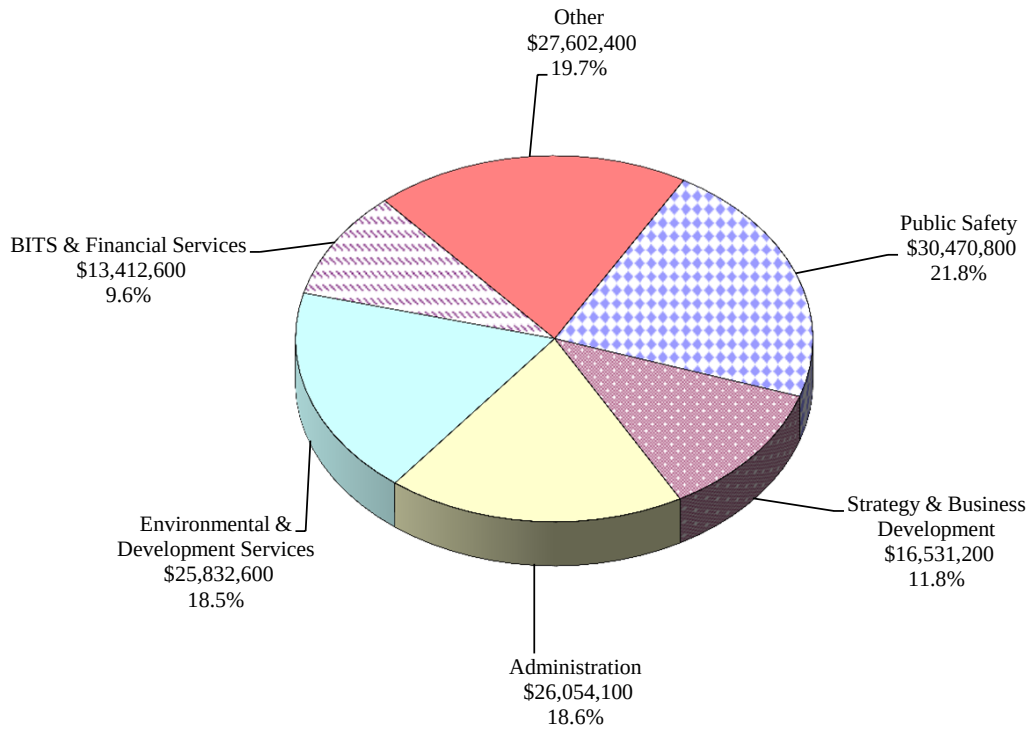
FY 13/14 BUDGET

DEPARTMENT	ACTUAL RESULTS FY 11/12	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	INC/(DEC) FY 13/14-12/13 BUDGET	% CHANGE
Engineering - Construction	\$ 6,067,564	\$ 5,892,100	\$ 6,143,900	\$ 251,800	4.3%
Major Maintenance	3,106,852	2,440,800	2,317,500	(123,300)	-5.1%
Environmental & Land Use Management ⁽¹⁾	7,436,038	6,019,700	9,047,600	3,027,900	50.3%
Real Estate ⁽²⁾	7,525,360	7,225,200	8,323,600	1,098,400	15.2%
Public Art ⁽¹⁾	530,431	1,169,300	-	(1,169,300)	-100.0%
Environmental & Development Services	\$ 24,666,246	\$ 22,747,100	\$ 25,832,600	\$ 3,085,500	13.6%
Government & Civic Relations ⁽³⁾	\$ 1,941,579	\$ 2,645,500	\$ 1,249,200	\$ (1,396,300)	-52.8%
Maritime	12,484,688	10,784,600	11,220,300	435,700	4.0%
Marketing & Communications ⁽⁴⁾	5,367,208	6,333,400	4,061,700	(2,271,700)	-35.9%
Corporate Communications	2,297,905	-	-	-	-
Strategy & Business Development	\$ 22,091,381	\$ 19,763,500	\$ 16,531,200	\$ (3,232,300)	-16.4%
Harbor Police Department	\$ 28,736,682	\$ 29,803,200	\$ 30,470,800	\$ 667,600	2.2%
Public Safety	\$ 28,736,682	\$ 29,803,200	\$ 30,470,800	\$ 667,600	2.2%
General Services & Procurement	\$ 16,431,729	\$ 17,116,500	\$ 17,173,700	\$ 57,200	0.3%
Human Resources ⁽⁵⁾	8,215,610	7,593,400	5,745,200	(1,848,200)	-24.3%
Office of the District Clerk	2,677,710	2,941,900	3,135,200	193,300	6.6%
Administration	\$ 27,325,049	\$ 27,651,800	\$ 26,054,100	\$ (1,597,700)	-5.8%
Business Information & Technology Services	\$ 5,418,272	\$ 4,137,700	\$ 4,597,100	\$ 459,400	11.1%
Technology Management Program	-	3,579,900	3,347,000	(232,900)	-6.5%
Technology Strategic Plan - Projects	-	-	372,000	372,000	-
Financial Services ⁽⁵⁾	2,934,505	3,173,800	5,096,500	1,922,700	60.6%
BITS & Financial Services	\$ 8,352,777	\$ 10,891,400	\$ 13,412,600	\$ 2,521,200	23.1%
Board of Port Commissioners	\$ 212,840	\$ 164,700	\$ 195,700	\$ 31,000	18.8%
Financial Assistance	7,836,779	4,500,000	4,500,000	-	0.0%
Miscellaneous Administration Building	165,624	166,400	173,300	6,900	4.1%
MSA, Interest & Other	11,526,869	13,047,200	12,271,700	(775,500)	-5.9%
Port Attorney ⁽⁶⁾	3,930,185	3,685,200	6,552,400	2,867,200	77.8%
Port Auditor	82,236	739,800	1,059,300	319,500	43.2%
Utilities	2,445,611	2,505,200	2,850,000	344,800	13.8%
Other	\$ 26,200,144	\$ 24,808,500	\$ 27,602,400	\$ 2,793,900	11.3%
Subtotal Direct Expense	\$ 137,372,281	\$ 135,665,500	\$ 139,903,700	\$ 4,238,200	3.1%
Capitalized Expense	(3,666,048)	-	-	-	-
Total Direct Expense	\$ 133,706,233	\$ 135,665,500	\$ 139,903,700	\$ 4,238,200	3.1%

Notes:

- (1) Environmental & Land Use Management will increase by \$3.0 million due to the Regional Harbor Monitoring Program (RHMP), integrated planning activities, new environmental projects, and merger of Public Art into the Department.
- (2) Real Estate will increase by \$1.1 million primarily due to an increase in development consultants and bench marking studies.
- (3) Government & Civic Relations will decrease by \$1.4 million due to a reduction in department staffing and a decrease in legislative services, grant writing services, and San Diego World Trade Center expenditures.
- (4) Marketing & Communications will decrease \$2.3 million due to a reduction in public relation consulting services, waterfront activation expenditures, advertising, and reduction in department staffing.
- (5) Human Resources will decrease \$1.8 million primarily due to the transfer of the Risk and Safety section to Financial Services.
- (6) Port Attorney will increase by \$2.9 million due to the consolidation of all legal expenditures, which were budgeted in all other departments in the prior fiscal year, into the Department and increases in legal services for business related projects.

EXPENSE BY DIVISION/COST CENTER



TOTAL EXPENSE \$139,903,700

EXPENSE BY ACCOUNT

FY 13/14 BUDGET

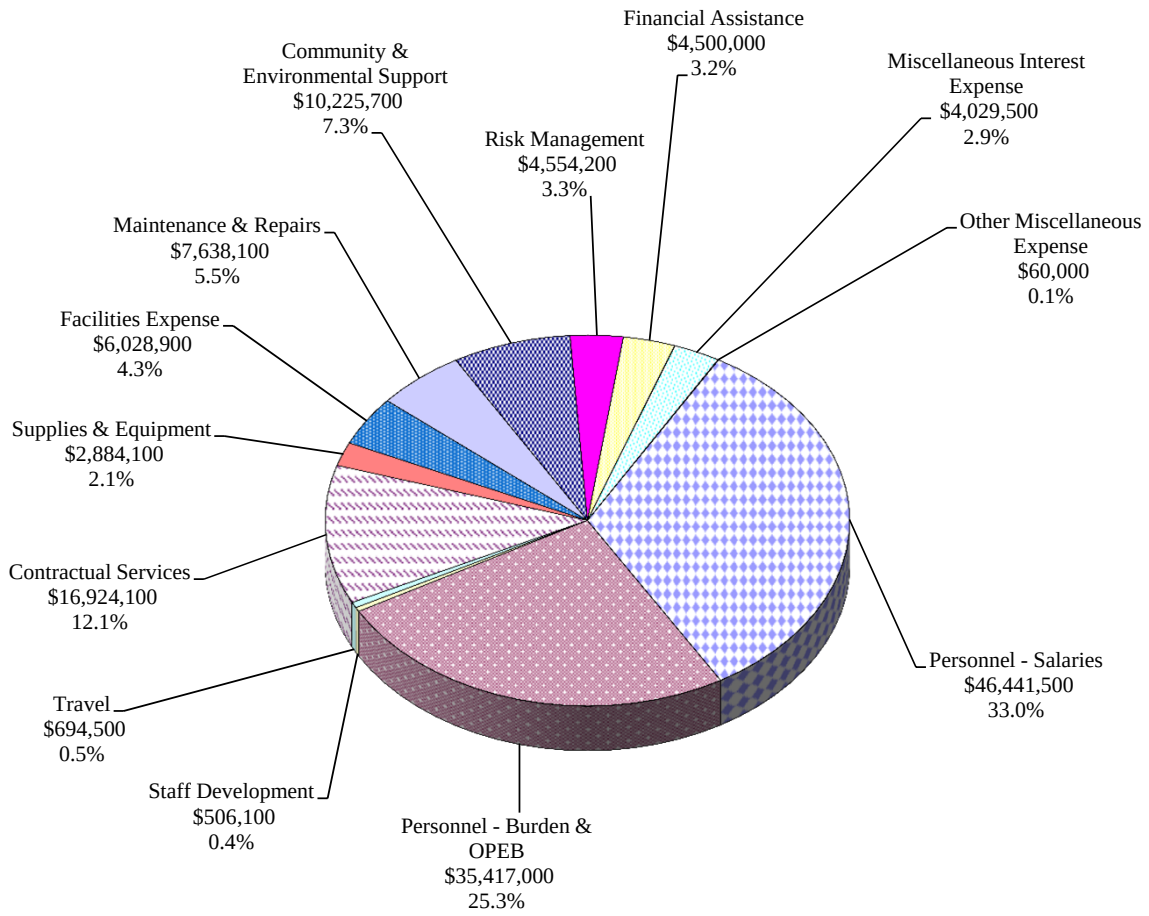
LINE ITEM	ACTUAL RESULTS FY 11/12	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	INC/(DEC) FY 13/14-12/13 BUDGET	% CHANGE
Salaries & Wages	\$ 41,768,132	\$ 43,939,100	\$ 45,082,700	\$ 1,143,600	2.6%
Overtime	1,828,561	1,785,000	1,358,800	(426,200)	-23.9%
Temporary Personnel	568,844	97,000	-	(97,000)	-100.0%
Salaries & Wages Expense	\$ 44,165,537	\$ 45,821,100	\$ 46,441,500	\$ 620,400	1.4%
Burden Expense	\$ 26,843,732	\$ 28,235,000	\$ 30,197,400	\$ 1,962,400	7.0%
OPEB Annual Required Contribution (GASB)	5,371,485	5,219,600	5,219,600	-	0.0%
Subtotal Personnel Expense	\$ 76,380,754	\$ 79,275,700	\$ 81,858,500	\$ 2,582,800	3.3%
Awards - Service	\$ 34,808	\$ 38,700	\$ -	\$ (38,700)	-100.0%
Books & Periodicals	63,447	55,200	34,000	(21,200)	-38.4%
Employee Recognition	26,825	33,500	27,800	(5,700)	-17.0%
Memberships & Dues	287,901	266,500	172,800	(93,700)	-35.2%
Health and Wellness	5,515	11,400	-	(11,400)	-100.0%
Recruiting	71,455	-	-	-	-
Seminars & Training	328,011	476,200	211,900	(264,300)	-55.5%
Tuition Reimbursement Program	47,011	71,000	59,600	(11,400)	-16.1%
Staff Development	\$ 864,973	\$ 952,500	\$ 506,100	\$ (446,400)	-46.9%
Mileage Reimbursement	\$ 267,446	\$ 283,500	\$ 196,400	\$ (87,100)	-30.7%
Travel	397,049	678,300	498,100	(180,200)	-26.6%
Travel	\$ 664,495	\$ 961,800	\$ 694,500	\$ (267,300)	-27.8%
Services - Professional & Other	\$ 12,183,320	\$ 8,316,300	\$ 10,532,900	\$ 2,216,600	26.7%
Services - Legal - Port Attorney	2,539,928	1,617,700	1,746,000	128,300	7.9%
Services - Legal - Business Division	-	-	1,785,000	1,785,000	-
Services - Construction	7,884	-	-	-	-
Services - Operator Retention	2,276,715	2,417,300	2,860,200	442,900	18.3%
Contractual Services	\$ 17,007,846	\$ 12,351,300	\$ 16,924,100	\$ 4,572,800	37.0%
Breakage & Obsolescence	\$ 5,934	\$ -	\$ -	\$ -	-
Equipment & Systems	673,453	1,015,300	553,400	(461,900)	-45.5%
Technology Strategic Plan - Projects	-	-	372,000	372,000	-
Equipment Rental/Leasing	342,752	308,000	431,700	123,700	40.2%
Office & Operating Supplies	335,275	362,500	267,600	(94,900)	-26.2%
Postage & Shipping	31,286	63,700	47,100	(16,600)	-26.1%
Safety Equipment & Supplies	191,825	226,400	200,900	(25,500)	-11.3%
Small Tools	46,824	40,300	37,200	(3,100)	-7.7%
Fuel & Lubricants	761,441	669,600	740,500	70,900	10.6%
Parking Meter Supplies	25,424	14,100	13,000	(1,100)	-7.8%
Blueprints	969	2,000	2,000	-	0.0%
Uniforms	247,522	267,900	218,700	(49,200)	-18.4%
Supplies & Equipment	\$ 2,662,704	\$ 2,969,800	\$ 2,884,100	\$ (85,700)	-2.9%
Space Rental	\$ 290,209	\$ 452,100	\$ 345,000	\$ (107,100)	-23.7%
Telephone & Communications	840,104	807,900	800,900	(7,000)	-0.9%
Utilities-Gas & Electric	1,548,995	1,482,800	1,681,500	198,700	13.4%
Utilities-Water	897,423	1,024,500	1,170,600	146,100	14.3%
Facility Management Services	1,872,219	1,926,800	2,030,900	104,100	5.4%
Facilities Expense	\$ 5,448,950	\$ 5,694,100	\$ 6,028,900	\$ 334,800	5.9%
Facilities Maintenance-Supplies	\$ 582,112	\$ 455,000	\$ 492,800	\$ 37,800	8.3%
Facilities Maintenance-Outside Services	2,408,975	2,731,500	2,450,400	(281,100)	-10.3%
Major Maintenance	3,106,852	2,440,800	2,317,500	(123,300)	-5.1%
Equipment Maintenance-Supplies	264,556	246,900	198,300	(48,600)	-19.7%
Equipment Maintenance-Outside Services	605,568	931,700	799,400	(132,300)	-14.2%
As - Needed Maintenance	-	476,400	394,400	(82,000)	-17.2%
Software Maintenance	610,341	690,100	985,300	295,200	42.8%
Maintenance & Repairs	\$ 7,578,403	\$ 7,972,400	\$ 7,638,100	\$ (334,300)	-4.2%

EXPENSE BY ACCOUNT

FY 13/14 BUDGET

LINE ITEM	ACTUAL RESULTS FY 11/12	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	INC/(DEC) FY 13/14-12/13 BUDGET	% CHANGE
Advertising	\$ 945,165	\$ 1,094,100	\$ 590,000	\$ (504,100)	-46.1%
Promotional Services	376,052	315,800	191,000	(124,800)	-39.5%
Promotional Materials	101,009	201,300	21,000	(180,300)	-89.6%
Svcs - Fire, Police, Rescue, Emergency	6,075,640	7,148,100	7,341,500	193,400	2.7%
Eligible Environmental Fund Expenditures	492,412	2,277,500	556,000	(1,721,500)	-75.6%
Grant Funded Expenditures	-	-	589,600	589,600	-
Remediation	238,638	-	75,000	75,000	-
Refuse & Hazardous Waste Disposal	219,238	70,000	103,000	33,000	47.1%
Joint Programs/Studies Assistance	437,465	-	758,600	758,600	-
Public Art Program	15,871	450,000	-	(450,000)	-100.0%
Community & Environmental Support	\$ 8,901,489	\$ 11,556,800	\$ 10,225,700	\$ (1,331,100)	-11.5%
Bad Debt Expense	\$ 1,086,308	\$ -	\$ -	\$ -	-
Insurance	1,213,005	1,279,300	1,345,600	66,300	5.2%
Insurance Claims	-	10,000	10,000	-	0.0%
Permits/Certificates/License	63,484	14,500	46,000	31,500	217.2%
Legal Settlements	328,100	-	-	-	-
Retiree Health Benefits (Paid)	2,522,231	2,667,000	2,667,400	400	0.0%
Preservation of Benefits Plan (POB)	276,742	330,000	330,000	-	0.0%
Other Miscellaneous Operating Expenses	(51,078)	161,900	155,200	(6,700)	-4.1%
Other Miscellaneous -Sub-Grantee's Expen	111,325	698,700	-	(698,700)	-100.0%
Risk Management	\$ 5,550,117	\$ 5,161,400	\$ 4,554,200	\$ (607,200)	-11.8%
Subtotal Non-Personnel Expense	\$ 48,678,978	\$ 47,620,100	\$ 49,455,700	\$ 1,835,600	3.9%
Capitalized Expense	\$ (3,666,048)	\$ -	\$ -	\$ -	-
Subtotal Operating Expense	\$ 121,393,685	\$ 126,895,800	\$ 131,314,200	\$ 4,418,400	3.5%
Financial Assistance/Grants/Contribution	\$ 3,330,000	\$ -	\$ -	\$ -	-
Convention Center Financial Assistance	4,500,000	4,500,000	4,500,000	-	0.0%
Financial Assistance	\$ 7,830,000	\$ 4,500,000	\$ 4,500,000	\$ -	0.0%
Interest-SDCRAA, Carnival, Key Gov't & O	\$ 2,512,104	\$ 2,383,200	\$ 2,270,900	\$ (112,300)	-4.7%
Interest Expense - Series A 2004 Bonds	612,588	555,000	492,700	(62,300)	-11.2%
Interest Expense - Series B 2004 Bonds	1,270,902	1,268,400	1,265,900	(2,500)	-0.2%
Miscellaneous Interest Expense	\$ 4,395,595	\$ 4,206,600	\$ 4,029,500	\$ (177,100)	-4.2%
Seized Asset/Forfeitures-Harbor Police	\$ 80,175	\$ -	\$ -	\$ -	-
Financial Assistance - Statistical	6,779	-	-	-	-
Contingency (Plan/Budget only)	-	63,100	60,000	(3,100)	-4.9%
Other Miscellaneous Expense	\$ 86,954	\$ 63,100	\$ 60,000	\$ (3,100)	-4.9%
Subtotal Non-Operating Expense	\$ 12,312,549	\$ 8,769,700	\$ 8,589,500	\$ (180,200)	-2.1%
Total Direct Expense	\$ 133,706,233	\$ 135,665,500	\$ 139,903,700	\$ 4,238,200	3.1%

EXPENSE BY ACCOUNT



TOTAL EXPENSE \$139,903,700

MARKETING SPONSORSHIPS & GRANTS

Marketing Sponsorships

The Port of San Diego Marketing Sponsorships program is comprised of two parts: Revenue and Promotion-Generating Sponsorships (RPGS) and Community Sponsorships (CS).

The RPGS program supports activities that generate promotional and economic benefit to the Port, its tenants, and the region. The CS program supports activities that generate community involvement by activating the San Diego Bay (Chula Vista, Coronado, National City, and San Diego) and Imperial Beach oceanfront with events that attract visitors or educate the community about the Port's Mission. As such, all proposals for funding from these programs must demonstrate impacts in the form of economic benefit and/or community involvement. The Marketing & Communications department has budgeted \$500,000 for the Marketing Sponsorships program in the FY 13/14 budget.

Grants from Other Agencies to the Port

Grant Revenue is included in the revenue budget. The Port may pursue grants from other agencies where the Port may be qualified and the grant would provide for a strategic service. Some grants are omitted from the budget because the grant application is pending and receipt of the grant is uncertain. Grants that are expected to be received in FY 13/14 include the following:

Grants for Maritime Capital Projects. The Port will receive grant funds from the Department of Homeland Security for security enhancements at the Marine terminals and Broadway pier.

Grants for Information Technology Capital Projects. The Port will receive grant funds from the Department of Homeland Security for Access Control Enhancement project and Uninterrupted Power equipment.

Grants for Harbor Police Operations. The Port will receive grants from the following sources: 1) High Intensity Drug Trafficking reimbursement for overtime, 2) Transportation Safety Administration K-9 grant, 3) Marine Task Force Officer reimbursement, 4) Joint Terrorism Task Force grant, 5) San Diego County Operation Stonegarden program, and 6) Department of Homeland Security for enhanced radar and thermal images for Vessels.

Miscellaneous Grants. The Port will receive grant funds from National Oceanic and Atmospheric Administration and San Diego Regional Water Quality Control Board for San Diego A-Anchorage and surrounds debris cleanup and the Regional

Water Quality Control Board for removal of copper-based hull paint.

Anticipated Grants FY 13/14

Grant	Amount
Capital Grants – Maritime	\$846,500
Capital Grants – Information Technology	265,900
Capital Grants – Harbor Police	225,000
Operating Grants – Environmental	319,000
Operating Grants – Harbor Police	736,500
Operating Grants – Maritime	26,000
Total	<u>\$2,418,900</u>

Partnership/Cost Sharing Reimbursement for Environmental Projects. The Port will receive reimbursements from: Regional Harbor Monitoring Program, for a coordinated monitoring program among San Diego Region; SDG&E, for Efficiency Partnership program to enhance the Port's capacity to incorporate energy efficiency throughout the Port District; San Diego Bay Watershed program, for studying bacteria and Chollas Total Maximum Daily Load; and Water Quality Implementation Plan (WQIP), for developing and providing coordination for the WQIP for the new municipal separate storm sewer system permit.

Partnership/Cost Sharing Reimbursement – Environmental	971,900
Total	<u>\$971,900</u>

EQUIPMENT OUTLAY HIGHLIGHTS

Overview of Equipment Outlay

Equipment outlay is budgeted at \$1.4 million for FY 13/14.

Equipment outlay includes items costing over \$5,000, which are expected to have a useful life of more than one year.

Equipment by Category

Motive equipment makes up \$0.4 million of the total equipment outlay budget. Harbor Police will require \$0.3 million of which Imperial Beach Lifeguard is allocated \$0.2 million as part of the Municipal Services Agreement (MSA). This includes \$0.1 million carry over from FY 12/13. General Services & Procurement will require \$0.1 million.

Computer equipment and software makes up \$0.5 million of the total equipment outlay budget. This includes \$0.3 million for programmable logic control systems for General Services & Procurement and \$0.1 million for enhanced digital radar systems and mobile data computers for Harbor Police.

Other equipment makes up approximately \$0.5 million of the total equipment outlay budget. This includes thermal imagers for Harbor Police for \$0.2 million, a container spreader for harbor crane for General Services & Procurement for \$0.2 million, and an archer rapid bean gate for Maritime for \$0.1 million.

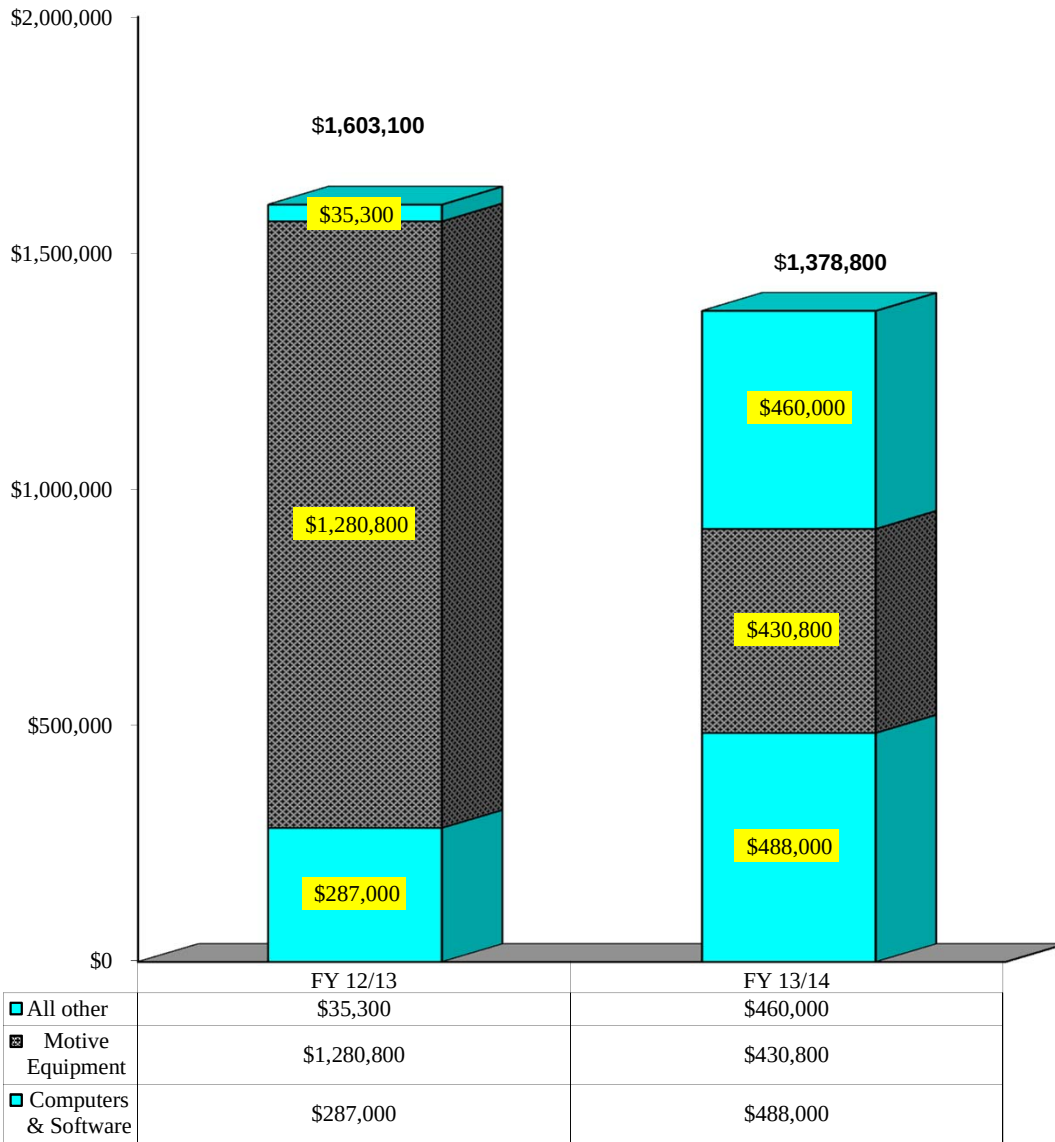
Of the total equipment outlay budget of \$1.4 million, \$0.4 million is grant funded.

Further details on the equipment items for specific departments may be found in the department's section of the budget.

SUMMARY OF EQUIPMENT OUTLAY FY 13/14 BUDGET

	ACTUAL FY 11/12	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	INC/(DEC) FY 13/14-12/13 BUDGET	% CHANGE
Public Art	\$ 8,486	\$ -	\$ -	\$ -	-
Real Estate	28,544	-	-	-	-
ENVIRONMENTAL & DEVELOPMENT SERVICES DIVISION	\$ 37,030	\$ -	\$ -	\$ -	-
Maritime	\$ 62,039	\$ 76,000	\$ 110,000	\$ 34,000	44.7%
Marketing & Communications	17,774	17,800	-	(17,800)	-100.0%
STRATEGY & BUSINESS DEVELOPMENT DIVISION	\$ 79,813	\$ 93,800	\$ 110,000	\$ 16,200	17.3%
Harbor Police Department	\$ 235,810	\$ 563,000	\$ 698,600	\$ 135,600	24.1%
PUBLIC SAFETY DIVISION	\$ 235,810	\$ 563,000	\$ 698,600	\$ 135,600	24.1%
General Services & Procurement	\$ 294,956	\$ 746,800	\$ 522,200	\$ (224,600)	-30.1%
Human Resources	11,123	25,000	-	(25,000)	-100.0%
Office of the District Clerk	95,079	-	-	-	-
ADMINISTRATION DIVISION	\$ 401,159	\$ 771,800	\$ 522,200	\$ (249,600)	-32.3%
Business Information & Technology Services	\$ 264,208	\$ 7,500	\$ -	\$ (7,500)	-100.0%
Technology Management Program	-	257,000	48,000	(209,000)	-81.3%
BITS & FINANCIAL SERVICES DIVISION	\$ 264,208	\$ 264,500	\$ 48,000	\$ (216,500)	-81.9%
DISTRICT TOTALS	\$ 1,018,020	\$ 1,693,100	\$ 1,378,800	\$ (314,300)	-18.6%

COST OF EQUIPMENT OUTLAY FY 13/14 BUDGET



CAPITAL IMPROVEMENT PROGRAM

HIGHLIGHTS

Capital Improvement Projects By Operations	Budget FY 13/14
Maritime	\$ 5,971,300
Real Estate	24,278,700
Others	794,700
Total Capital Improvement Program	\$ 31,044,700

Capital Improvement Projects for FY 13/14 are shown below for only the largest projects. Refer to the Port's Capital Improvement Program (CIP) book (available from the Clerk's Office), for a complete list and description of each project. Amounts shown represent FY 13/14 estimates developed by the Engineering-Construction Department. Grant revenue will offset approximately \$1.3 million of the cost of certain projects. The Capital Improvement amount is the Board approved CIP Budget and includes all contract change order contingencies.

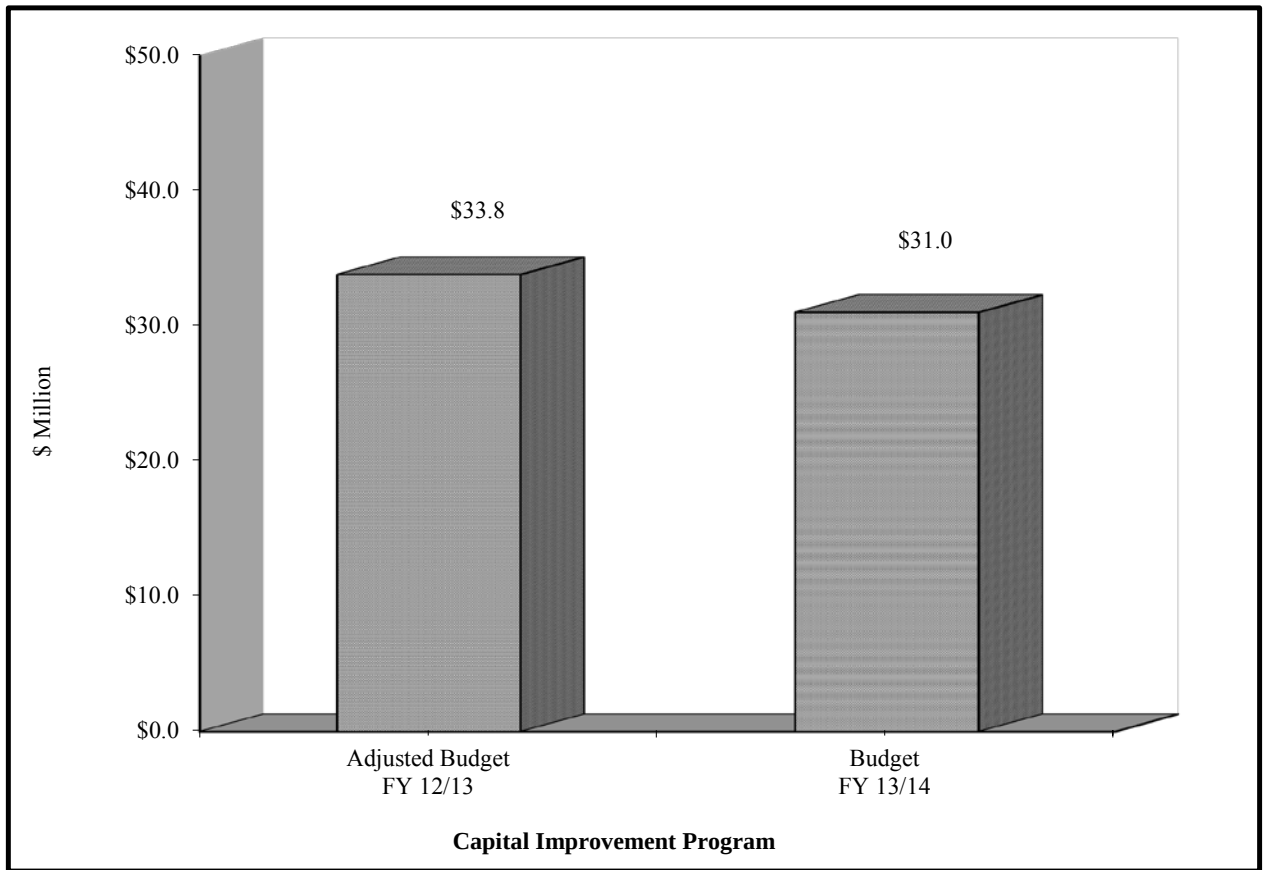
PARTIAL LIST OF CAPITAL IMPROVEMENT PROJECTS (COSTS FOR FY 13/14 ONLY)

\$ 6,800,000	- NEVP Phase I - Construction (District Share)*
\$ 6,800,000	- NEVP Phase I - Construction (CCDC Contribution)*
\$ 4,350,000	- Chula Vista S. Campus Pavement & Foundation Demo, Phase 3D (MOU)
\$ 3,982,000	- TAMT Shore Power
\$ 3,480,000	- H Street Extension
\$ 1,170,000	- Chula Vista - Pre-Design CVBMP
\$ 807,700	- Broadway Pier Surface Enhancements
\$ 600,000	- DHS Round 11 - CCTV IR Camera Enhancement
\$ 438,000	- Chula Vista Filling "L" Ditch - Offsite Drainage
\$ 428,600	- TAMT - TS#1, Bay D & Head House 1 & 2 Demo
\$ 300,000	- Pond 20 Short Term Aesthetic Improvements
\$ 250,000	- Remediation of Newly Acquired Property - Goodrich (MOU)
\$ 250,000	- TAMT Phase II Demo - TS #1, Bay A,B&C Design
\$ 200,000	- TAMT Crosby St. Pier Modernization & Staff Relocation
\$ 175,000	- Tidelands Avenue & Civic Center Dr. Resurfacing
\$ 164,000	- DHS Grant Round 11 (Broadway Pier Security Fence)
\$ 150,000	- Date Street End Improvements
\$ 115,700	- ACH Improvements - Phase I, North Harbor Dr. Realignment

Note:

*NEVP Phase I has been budgeted for both the District's 50% share & CCDC's 50% contribution.

BUDGETED CAPITAL IMPROVEMENT PROGRAM FY 13/14 BUDGET



FY 13/14 CAPITAL MAJOR MAINTENANCE

Project No.	Project Title	Project Phase	FY14 Budget	
P0388-1	Broadway Pier Utility Relocation	Design	\$ 26,000	
		Construction	200,000	
		FY Total		\$ 226,000
P0314-1	NCMT Fire Alarm System Replacement	Design	\$ -	
		Construction	450,000	
		FY Total		\$ 450,000
P0410-1	Spanish Landing Playground Equipment Replacement	Design	\$ 5,000	
		Construction	45,000	
		FY Total		\$ 50,000
P0409-1	Chula Vista Marina View Park Playground Equipment Replacement	Design	\$ 5,000	
		Construction	45,000	
		FY Total		\$ 50,000
P0461-1	Coronado Tidelands Park Playground Equipment Replacement	Design	\$ 5,000	
		Construction	45,000	
		FY Total		\$ 50,000
P0400-1	NCMT Berths Structural & Mooring Repair	Design	\$ 450,000	
		Construction	-	
		FY Total		\$ 450,000
P0462-1	32nd Street & Water Street Pavement Repair	Design	\$ 20,000	
		Construction	-	
		FY Total		\$ 20,000
P0435-1	Shelter Island Harbor Control Building Generator Replacement	Design	\$ -	
		Construction	357,300	
		FY Total		\$ 357,300
P0442-1	Imperial Beach Palm Avenue Storm Water Pump System Improvements	Design	\$ -	
		Construction	41,000	
		FY Total		\$ 41,000
P0463-1	B Street Pier South Side Mobile Gangway Improvements	Design	\$ 200,000	
		Construction	-	
		FY Total		\$ 200,000
P0464-1	B Street Pier CST Floor Improvements	Design	\$ 5,000	
		Construction	95,000	
		FY Total		\$ 100,000
P0465-1	B Street Pier CST Section A Interior Reconfiguration	Design	\$ 30,000	
		Construction	-	
		FY Total		\$ 30,000
	Contingency	FY Total		\$ 100,000

Capital Major Maintenance (Partial Other Funding)				
P0457-1	Tidelands, Various Locations, Street LED Lighting (Note: Estimated SDG&E Grant Reimbursement, PM/CM Costs \$40,000)	Design	\$ 20,000	
		Construction	301,000	
		FY Total		\$ 321,000

Total Capital Major Maintenance Budget	\$ 2,445,300
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FY 13/14 EXPENSE MAJOR MAINTENANCE

Project No.	Project Title		FY14 Budget	
P0359-1	TAMT Structural & Mooring Repairs/Replacements	Design	\$ -	
		Construction	350,000	
		FY Total		\$ 350,000
P0417-1	Tidelands, Various Locations, ADA Accessibility Improvements Phase III	Design	\$ 85,000	
		Construction	-	
		FY Total		\$ 85,000
P0366-1	Tideland, Various Locations, Maritime Structural Repair	Design	\$ 10,000	
		Construction	540,000	
		FY Total		\$ 550,000
P0443-1	Tuna Harbor Docks Repair	Design	\$ 2,500	
		Construction	385,000	
		FY Total		\$ 387,500
P0416-1	Point Loma Pavement Maintenance	Design	\$ -	
		Construction	350,000	
		FY Total		\$ 350,000
P0316-1	TAMT Water Line Valves Replacement	Design	\$ -	
		Construction	120,000	
		FY Total		\$ 120,000
	Contingency	FY Total		\$ 200,000

Expense Major Maintenance (Partial Other Funding)				
P0393-1	Tidelands, Various Locations, Energy Efficiency Retrofits (Note: Estimated SDG&E Grant Reimbursement, PM/CM Costs \$30,000)	Design	\$ -	
		Construction	275,000	
		FY Total		\$ 275,000

Total Expense Major Maintenance Budget	\$ 2,317,500
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Total FY 13/14 Major Maintenance Budget	\$ 4,762,800
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TECHNOLOGY STRATEGIC PLAN

FY 13/14 marks the second year of the five-year Technology Strategic Plan (TSP). In the first year of the TSP, the following items were completed:

- BITS Project Management Office
- Information Technology Governance
- GroupWise email replaced with Microsoft Exchange in the cloud
- Desktops upgraded to Windows 7
- Online Park Permitting System
- Online Travel and Expense Reimbursement

Technology Strategic Plan for FY 13/14		
TSP Capital Projects		
Automated Board Agenda Application	\$	75,000
Board Room Equipment Replacement		235,000
E-Government Website/Portal		150,000
Enterprise Content Management System (ECMS)		799,800
- Public Records Request Application		
- Events/Scheduling Application		
- eSignatures		
MOIS Replacement		150,000
Total TSP Capital Projects	\$	1,409,800
TSP Non-Capital Projects		
Project Implementation Resources	\$	260,000
Desktop Refresh		112,000
Total Non-Capital Projects	\$	372,000
Total Technology Strategic Plan FY 13/14	\$	1,781,800

TECHNOLOGY MANAGEMENT PROGRAM

The Technology Management Program (TMP) is a strategic, operationally responsive, and fiscally responsible approach to manage Port technologies. It allows the Port to standardize systems and leverage cost savings opportunities through economies of scale. Additionally, it facilitates coordinated implementation schedules of planned technology refresh strategies that will keep the Port up-to-date. It uses a cost-benefit analysis method and governance model to make technology investment decisions, ensuring the highest likelihood of a return on investment.

Technology Management Program for FY 13/14	
Non-Personnel Expense	
Services - Professional & Other	\$ 1,331,900
Equipment & Systems	361,000
Telephone & Communications	508,600
Equipment Maintenance-Outside Services	241,200
Software Maintenance	904,300
Total Non-Personnel Expense	\$ 3,347,000
Equipment Outlay	
Enterprise SQL Server software	48,000
Total Equipment Outlay	\$ 48,000
TMP Capital Projects	
Port Security Grant Project (GS Access Control)	\$ 95,000
Total TMP Capital Projects	\$ 95,000
Total Technology Management Program FY 13/14	\$ 3,490,000

PUBLIC ART HIGHLIGHTS

The Port's vision for public art is to build and maintain a critically acclaimed collection of public artworks that embodies the essence of the Port's maritime, environmental and civic character. To realize this vision, the Public Art Program provides leadership, advocacy and stewardship of the collection to enhance the visual excitement, aesthetic appeal, and cultural richness of the tidelands.

For FY 13/14, the Public Art Program will focus on stewardship of the Port-owned Tidelands Collection, which includes the on-going annual conservation and maintenance efforts and inventory and records. In addition, staff will

continue to professionally oversee and manage public art projects funded under the Port's two unique percent-for-art programs: CIP percent for art pursuant to BPC Policy No. 609 – Public Art; and Tenant percent for art, pursuant to BPC Policy No. 608 – Tenant Percent for Art.

A 13-member Public Art Committee serves in an advisory capacity, making recommendations to staff and the Board on matters relating to the development and stewardship of public art on Port tidelands.

SUMMARY OF PUBLIC ART

	Actual FY 11/12	Adjusted Budget FY 12/13	Budget FY 13/14
Beginning Balance	<u>\$ 2,737,675</u>	<u>\$ 2,611,900</u>	<u>\$ 2,400,100</u>
<u>Income Sources</u>			
Public Art set-aside (1)	\$ 1,200,000	\$ 1,200,000	\$ 1,200,000
Public Art set-aside reduction (2)	-	(1,000,000)	(600,000)
Pre-funded set-aside	(700,000)	-	-
Interest Income (3)	25,661	14,500	3,700
Total Income:	<u>\$ 525,661</u>	<u>\$ 214,500</u>	<u>\$ 603,700</u>
<u>Expenditures</u>			
Public Art	\$ 534,002	\$ 375,000	\$ 599,100
Transfer Costs (4)	61,234	50,000	65,900
Non-Capital Project Costs	54,611	-	-
Transfer to Operating Budget (5)	-	-	1,500,000
Depreciation (6)	1,607	1,300	3,300
Total Expenditures:	<u>\$ 651,454</u>	<u>\$ 426,300</u>	<u>\$ 2,168,300</u>
Ending Balance	<u>\$ 2,611,883</u>	<u>\$ 2,400,100</u>	<u>\$ 835,500</u>

Notes:

- (1) In May 2008, BPC Policy No. 609 was amended to establish an annual appropriation of \$1.2 million for the Public Art Fund.
- (2) The BPC waived BPC 609 and authorized a reduction in the FY 13/14 annual deposit for the Public Art Fund from \$1.2M to \$0.6M.
- (3) Monies placed in the Fund shall be accounted for separately from other Port funds.
- (4) Primarily includes support services from General Services and Engineering, and space rental and insurance allocation.
- (5) In May 2013, the BPC authorized the transfer of \$1.5M from the Public Art Fund to fund the FY 13/14 budget.
- (6) Depreciation is for the renovation of the Public Art conference room and office equipment

ENVIRONMENTAL FUND PROGRAM HIGHLIGHTS

The mission of the Port's Environmental Policy (BPC Policy No. 730) is to provide the funding and decision-making direction that is necessary to select and execute projects aimed at improving the condition of the Bay and surrounding Port Tidelands. In approving the policy, the Board of Port Commissioners created both the Environmental Advisory Committee and the Environmental Fund. A key component of the Committee and Fund is to support a variety of projects that are beneficial to the Bay and meet the Port's goal of being an environmental steward. Projects of the Environmental Fund specifically address habitat restoration, environmental education, research and monitoring, air quality and conservation, water and sediment quality, and endangered species.

The Environmental Fund is funded in accordance with BPC Policy No.730, which sets aside one-half of one percent (1/2 of 1%) of the Port's projected gross revenues for that year. The gross revenue shall not include anticipated grants from any source or any other restricted revenue source.

Since the inception of the Environmental Fund in June 2006, 64 projects have been funded of which 54 have been completed.

Total Environmental Fund Program for FY 13/14	\$	556,000
Chula Vista School District Education Program		1,000
Electric Vehicles		10,000
Emory Cove		5,000
New Environmental Projects		500,000
San Diego State University - San Diego Bay Terrain Model		5,000
Shoreline Erosion Study		25,000
Scripps Institute of Oceanography (SIO) Geotech & Fault Study		10,000

SUMMARY OF ENVIRONMENTAL FUND PROGRAM

	Actual FY 11/12	Adjusted Budget FY 12/13	Budget FY 13/14
Beginning Balance	\$ 5,131,965	\$ 4,442,300	\$ 2,322,000
<u>Income Sources</u>			
Port Revenues for Environmental Fund (1)	\$ 117,235,700	\$ 118,429,300	\$ 124,210,900
Set-aside percentage	0.005	0.005	0.005
Total Set Aside	\$ 586,200	\$ 592,100	\$ 621,100
Prefunded set aside (2)	(400,000)	-	-
Environmental Fund set-aside	\$ 186,200	\$ 592,100	\$ 621,100
Interest Income (3)	39,027	21,400	6,400
Total Income:	\$ 225,227	\$ 613,500	\$ 627,500
<u>Expenditures</u>			
Non-Capital Project Costs	\$ 636,023	\$ 2,653,800	\$ 556,000
Deferred MM Projects (4)	-	-	524,000
Capital Project Costs (5)	278,901	80,000	-
Total Expenditures:	\$ 914,924	\$ 2,733,800	\$ 1,080,000
Ending Balance	\$ 4,442,268	\$ 2,322,000	\$ 1,869,500

Notes:

- (1) According to BPC Policy No. 730, for the purpose of the Environmental Program gross revenue calculation, gross revenue shall not include anticipated grants from any source, or any other restricted revenue source. Additionally, the program funding is to be based upon projected revenues.
- (2) In May 2011, the BPC approved to pre-fund \$0.4 million of the \$0.6 million FY 11/12 set-aside in FY 10/11.
- (3) Monies placed in the Program shall be accounted for separately from other Port funds and any earnings thereon shall accrue to the Program.
- (4) The BPC deferred \$2.8 million in Major Maintenance which included two projects totaling \$524,000 funded from the Environmental Fund.
- (5) Includes Capital Improvement Projects (CIP) and Capital Major Maintenance capital projects included in the CIP and MM budgets, respectively.

MARINE TERMINAL IMPACT FUND HIGHLIGHTS

In July 2010, the Board established a Marine Terminal Impact Fund (MTIF). The purpose of the MTIF is to reinvest in projects that will help offset the negative impacts of the Port's marine terminals on neighboring communities. Examples of Marine Terminal Enhancement Projects in National City and San Diego include a study for a new parking structure near 28th Street and Harbor Drive, and the freeway access projects that will reduce truck traffic in the Barrio Logan community.

The Board established an initial set-aside of \$500,000 with additional funds to be set aside annually starting in FY 11/12. The annual set-aside is calculated at one-half of one percent (1/2 of 1%) of the actual gross revenues earned from the Tenth Avenue Marine Terminal and the National City Marine Terminal. The actual amount of the funding will be posted after the end of the each fiscal year when the gross revenues from each terminal are known.

	Actual FY 11/12	Adjusted Budget FY 12/13	Budget FY 13/14
Initial Set-Aside/Beginning Balance	\$ 599,975	\$ 699,975	\$ 699,975
<u>Income Sources</u>			
TAMT & NCMT Revenues	\$ -	\$ 20,000,000	\$ 20,000,000
Set-Aside Percentage	0.005	0.005	0.005
Total Set-Aside	\$ -	\$ 100,000	\$ 100,000
Expenditures	-	100,000	100,000
Ending Balance - Marine Terminal Impact Fund	\$ 599,975	\$ 699,975	\$ 699,975

DEBT MANAGEMENT HIGHLIGHTS

Highlights of Capital Borrowing Plans

Long-Term Debt. The Port issued revenue bonds on October 28, 2004. The debt issuance of \$49.5 million provided approximately \$47.0 million in net bond proceeds. The bonds were issued to reimburse the Port for previously incurred expenditures on Capital Improvement Program (CIP) projects. The CIP includes various development and improvement projects approved by the Board of Port Commissioners.

Promissory Note to the SDCRAA. As part of the January 2003 transfer of the airport, the Port issued a \$50.0 million promissory note to the San Diego County Regional Airport Authority (SDCRAA). In accordance with the May 20, 2004 settlement agreement, the note is being amortized over 25 years beginning in January 2006 at a fixed interest rate of 5.5% per annum.

IT Network Infrastructure & Phone System. In FY 08/09, the Port entered into the Master Tax-Exempt Lease/Purchase Agreement with Key Government Finance, Inc. to lease phone and network equipment, and integration services. The lease term is for five years with a payment of \$942,800 in the first year and then an annual payment of \$692,500 for the remaining four years for a total of \$3,712,800, including principal and interest.

Civic San Diego (formerly, Center City Development Corporation). In April 2007, the City of San Diego and the Redevelopment

Agency of the City of San Diego, acting through Civic San Diego, executed a Joint Exercise of Power Agreement (JPA) to design and implement the North Embarcadero Visionary Plan (NEVP) Phase 1 project. A First Amendment to the (JPA) was executed on February 28, 2011. Project costs for the first phase are shared equally between the District and Civic San Diego. A First Phase Advance Repayment Agreement, dated August 8, 2011 states that the District can request advances from Civic San Diego in an amount not to exceed \$12.9 million. This amount is gross of a \$4.4 million maintenance credit to the District in exchange for the assumption of all post-construction maintenance responsibilities. The resulting capital cost to the District is approximately \$8.5 million and is funded through advances from Civic San Diego. The District commences repaying Civic San Diego \$850,000 annually on July 1, 2013.

Debt Service Payments FY 13/14. Payments are estimated at \$8.6 million (see table below).

Debt Limits. According to the District Act, the Port may not incur general obligation bonded debt that exceeds 15.0% of the assessed value of its real and personal property. There are also statutory debt limits that further constrain Port borrowing. At this time, the Port does not have any general obligation bonds outstanding. The Port has never failed to pay its principal and interest payments when due.

DEBT PAYMENT REQUIREMENTS

	Principal	Interest	Total
SDCRAA Promissory Note	\$ 1,446,900	\$ 2,237,600	\$ 3,684,500
2004 Revenue Bonds (Series A)	1,570,000	492,700	2,062,700
2004 Revenue Bonds (Series B)	-	1,265,900	1,265,900
IT Network Infrastructure & Phone System	659,200	33,300	692,500
Civic San Diego	850,000		850,000
Total	\$ 4,526,100	\$ 4,029,500	\$ 8,555,600

BUDGET TIMETABLE

The budget development process is integrated closely with strategic and project planning, where the entire Management Team conducts the review but the individual departments are given the control and accountability.

The Financial Analyst Team works with Senior Management Team to ensure that budget proposals support the Port's Strategic Plan and that appropriate funding is available.

Normally, Board workshops to discuss the preliminary budget are held in late April and early May. The workshops are an opportunity for the Board and the public to ask questions and discuss alternatives to the proposed goals, objectives, programs, and activities included in the budget.

Preliminary budget adoption starts the public comment period. Adoption of the preliminary budget, which under the provisions of the District Act must occur by June 15 each year, starts the clock on the public comment period. Not less than 30 days later, the Board considers the final budget for adoption.

Final budget adoption follows the public comment period. At its first meeting following the comment period, but no later than August 1, the Board adopts the final budget, along with amendments to the Salary Ordinance for personnel changes included in the final budget. Ideally this happens in June, prior to the start of the new fiscal year.

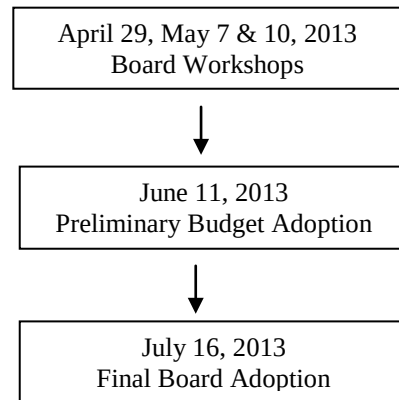
Once the budget is adopted, it is loaded into the *SAP Funds Management Accounting System (SAP-FM)* and the funds availability function, which tracks expenses against the budget, is activated.

An appropriating ordinance may be required. If no final budget is adopted by July 1, a special ordinance is required to appropriate funds for continuing operations.

The budget is based on estimates made by Departments four to five months before the end of the current fiscal year, and 16 to 17 months before the end of the budget year. Many events could occur after adoption that would make the actual results significantly different from the budget estimates.

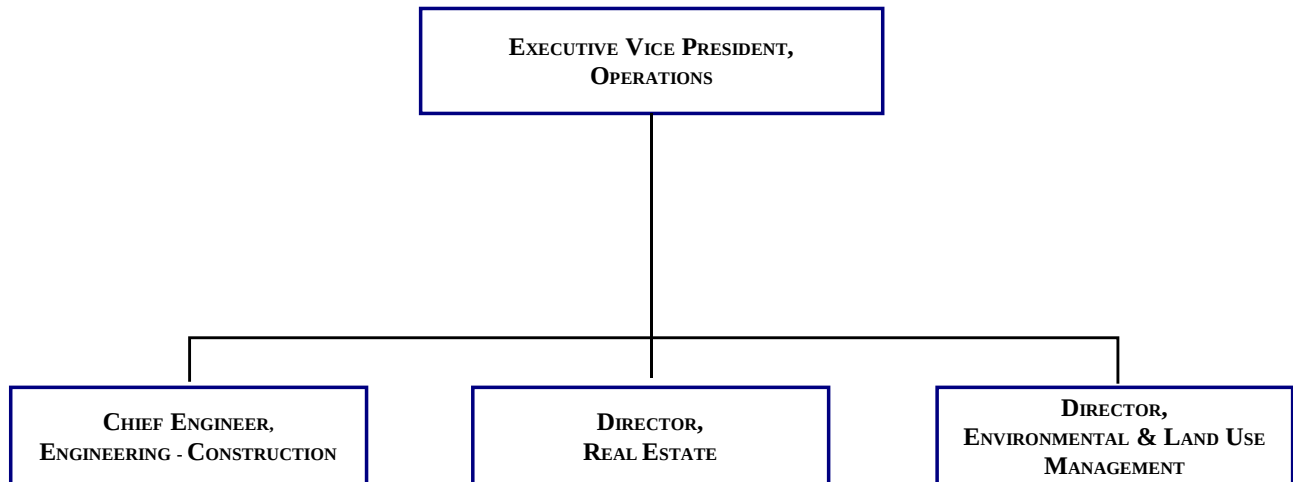
Once adopted, the budget is not fixed. The budget can be amended at any time during the fiscal year by Board ordinance. Staff monitors budget results and programs throughout the fiscal year. Changes in plans, fluctuations in estimates, new programs for which no estimate was available, and other unexpected events may require a budget amendment.

The Capital Improvement Program (CIP) is a five-year plan and is submitted annually to the Board as a separate document. It is coordinated with the Port's Strategic Plan. The FY 13/14 annual budget component for the CIP is reviewed and approved by the Board and is coordinated with the preparation of the operating budget. The CIP is funded primarily by net cash gain from operations and other approved services, as summarized in the Budget Highlights "*Budget in Brief*" section. A new five-year CIP plan is being developed in conjunction with Board Policy No. 120.



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ENVIRONMENTAL & DEVELOPMENT SERVICES



The Environmental & Development Services division is responsible for managing, directing, and integrating the functions, programs and activities of Port-wide Engineering - Construction, Real Estate, and Environmental & Land Use Management services. With the Executive Director (President/CEO) and other executives, the Executive Vice President, Operations provides strategic leadership in the development and implementation of strategies, policies and procedures for Port operations.

The Executive Vice President, Operations is also responsible for overseeing the Strategy & Business Development division (see Section 3).

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Environmental & Development Services Summary

FY 13/14 DIVISION BUDGET SUMMARY

	ACTUAL RESULTS FY 11/12	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	INC/(DEC) FY 13/14-12/13 BUDGET	% CHANGE
EXPENSE BY COST CENTER:					
Engineering - Construction	\$ 6,067,564	\$ 5,892,100	\$ 6,143,900	\$ 251,800	4.3%
Major Maintenance	3,106,852	2,440,800	2,317,500	(123,300)	-5.1%
Environmental & Land Use Management	7,436,038	6,019,700	9,047,600	3,027,900	50.3%
Real Estate	7,525,360	7,225,200	8,323,600	1,098,400	15.2%
Public Art	530,431	1,169,300	-	(1,169,300)	-100.0%
TOTAL DIRECT EXPENSE	\$ 24,666,246	\$ 22,747,100	\$ 25,832,600	\$ 3,085,500	13.6%
EQUIPMENT OUTLAY	\$ 37,030	\$ -	\$ -	\$ -	-
TOTAL DIVISION	\$ 24,703,276	\$ 22,747,100	\$ 25,832,600	\$ 3,085,500	13.6%
STAFFING BUDGET	103	102	101	-1	-1.0%

Note:

Public Art staff and art project/conservation expenses were absorbed in Environmental & Land Use Management in FY 13/14.

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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 projects
- Control costs
- Maintain the Port'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 Port departments in running their businesses
- Develop Geographic Information System (GIS) reporting for Capital Improvement Program (CIP) and Major Maintenance (MM) projects and mapping of utilities
- Design and administer consulting agreements and public works contracts

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
- 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
- Review engineering and lease plat boundary surveys

- Provide mapping services of sites and utilities
- Provide engineering support for development projects
- Review and coordination of tenant improvement (TI) 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 40 permanent positions.

Engineering - Construction

SUMMARY OF DEPARTMENTAL EXPENSE

	ACTUAL RESULTS FY 11/12	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	INC/(DEC) FY 13/14-12/13 BUDGET	% CHANGE
Personnel Expense	\$ 5,392,682	\$ 5,553,300	\$ 5,902,400	\$ 349,100	6.3%
Non-Personnel Expense	674,883	338,800	241,500	(97,300)	-28.7%
Total Direct Expense	\$ 6,067,564	\$ 5,892,100	\$ 6,143,900	\$ 251,800	4.3%
Less: Capitalized Expense	(3,044,534)	-	-	-	-
Major Maintenance	3,106,852	2,440,800	2,317,500	(123,300)	-5.1%
Equipment Outlay	-	-	-	-	-
TOTAL DEPARTMENTAL EXPENSE	\$ 6,129,883	\$ 8,332,900	\$ 8,461,400	\$ 128,500	1.5%

PERSONNEL EXPENSE

	ACTUAL RESULTS FY 11/12	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	INC/(DEC) FY 13/14-12/13 BUDGET	% CHANGE
Salaries and Wages	\$ 3,118,786	\$ 3,391,500	\$ 3,437,800	\$ 46,300	1.4%
Overtime	50,292	27,000	27,000	-	0.0%
Burden	1,775,911	1,740,800	2,040,500	299,700	17.2%
OPEB Annual Expense	396,409	384,000	397,100	13,100	3.4%
Temporary Personnel	51,284	10,000	-	(10,000)	-100.0%
TOTAL PERSONNEL EXPENSE	\$ 5,392,682	\$ 5,553,300	\$ 5,902,400	\$ 349,100	6.3%

Engineering - Construction

PERMANENT POSITIONS

Eliminate: 1 Staff Assistant II

Transfer: 1 Principal, Business Dev & Finance from Marketing & Communications

1 Administrative Assistant II (Classified) to Marketing & Communications

Retitle: 1 Principal, Business Dev & Finance to 1 Assistant Director, Engineering-Construction

POSITION TITLE	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14
Administrative Assistant II (Classified)	2	1
Assistant Director, Engineering-Construction	0	1
Associate Engineer	6	6
Capital Project Manager I	2	2
Capital Project Manager II	3	3
Chief Engineer/Engineering-Construction	1	1
Civil Designer	4	4
Construction Inspector	2	2
Construction Inspector Supervisor	1	1
Executive Assistant II (Classified)	1	1
Maintenance Planner/Inspector	1	1
Manager, Engineering-Construction	4	4
Project Estimator	1	1
Project Scheduler	1	1
Senior Administrative Asst (Classified)	2	2
Senior Construction Inspector	2	2
Senior Engineer	2	2
Senior Management Analyst	3	3
Staff Assistant II	2	1
Survey Technician II	1	1
TOTAL	41	40

STUDENT POSITIONS

POSITION TITLE	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14
Intern	7	1
TOTAL	7	1

Engineering - Construction

EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL FY 11/12	ORIGINAL BUDGET FY 12/13	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	CHANGE FROM ADJUSTED	
					dollars	pct
600110 Overtime						
MISCELLANEOUS		\$ 27,000		\$ 27,000		
Total:	\$ 50,292	\$ 27,000	\$ 27,000	\$ 27,000	\$ -	0.0%
600120 Temporary Personnel						
RECORDS RETENTION		\$ 10,000		\$ -		
Total:	\$ 51,284	\$ 10,000	\$ 10,000	\$ -	\$ (10,000)	-100.0%
SUBTOTAL: OVERTIME & TEMPS	\$ 101,576	\$ 37,000	\$ 37,000	\$ 27,000	\$ (10,000)	-27.0%
610110 Books & Periodicals						
BOOKS & PERIODICALS		\$ 1,300		\$ 800		
CA STATE BUILDING CODE		700		-		
Total:	\$ 1,507	\$ 2,000	\$ 2,000	\$ 800	\$ (1,200)	-60.0%
610115 Employee Recognition						
EMPLOYEE RECOGNITION		\$ 1,200		\$ 1,200		
Total:	\$ 1,244	\$ 1,200	\$ 1,200	\$ 1,200	\$ -	0.0%
610120 Memberships & Dues						
AMERICAN CONCRETE INSTITUTE		\$ 300		\$ -		
AMERICAN PUBLIC WORKS ASSOC		1,300		-		
AMERICAN SOCIETY CIVIL ENGR		1,300		-		
CA MARINE AFFAIRS & NAVIG CONF		4,100		-		
CONSTR MGMT ASSOC OF AMERICA		1,200		-		
INT'L ASSOC OF ADMIN PROF		300		-		
MEMBERSHIPS & DUES		900		6,800		
PROJECT MANAGEMENT INSTITUTE		500		-		
Total:	\$ 4,077	\$ 9,900	\$ 9,900	\$ 6,800	\$ (3,100)	-31.3%
610140 Seminars & Training						
COMPUTER TRAINING		\$ 1,000		\$ 400		
MARITIME TRAINING		-		2,000		
PAVER 7.0 TRAINING		2,500		-		
PROF DEVELOPMENT/REGULATORY		6,000		1,700		
PROFESSIONAL DEVELOPMENT		8,000		3,000		
PROJECT MANAGEMENT		4,300		1,000		
SCHEDULING TRAINING		1,500		500		
Total:	\$ 19,103	\$ 23,300	\$ 23,300	\$ 8,600	\$ (14,700)	-63.1%
615100 Mileage Reimbursement						
MILEAGE REIMBURSEMENT		\$ 35,400		\$ 30,200		
Total:	\$ 27,828	\$ 35,400	\$ 35,400	\$ 30,200	\$ (5,200)	-14.7%
615110 Travel						
SEMINAR TRAVEL		\$ 3,000		\$ -		
TRAVEL		3,000		-		
Total:	\$ 5,931	\$ 6,000	\$ 6,000	\$ -	\$ (6,000)	-100.0%

Engineering - Construction

EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL FY 11/12	ORIGINAL BUDGET FY 12/13	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	CHANGE FROM ADJUSTED	
					dollars	pct
620100 Services - Professional & Other						
BEST MANAGEMENT PRACTICES		\$ 3,000		\$ 3,000		
CIP WORKSHOP CONSULTANTS		85,000		10,000		
FACILITY STUDIES (TAMT)		-		30,000		
INFRASTRUCTURE MGM'T/ACAD CONSULT		-		10,000		
INFRASTRUCTURE MGM'T/ACAD/TSP		35,000		-		
INTERDEPARTMENT PLANNING SUP		65,000		55,000		
SURVEYING (NAD 83 FORMATING)		-		25,000		
SURVEYING (NON-PROJECT AND RE)		-		30,000		
SURVEYING (NON-PROJECT)		30,000		-		
Total:	\$ 465,057	\$ 218,000	\$ 218,000	\$ 163,000	\$ (55,000)	-25.2%
620120 Services - Construction						
Total:	\$ 1,538	\$ -	\$ -	\$ -	\$ -	N/A
630110 Equipment & Systems						
Total:	\$ 28,661	\$ -	\$ -	\$ -	\$ -	N/A
630120 Equipment Rental/Leasing						
Total:	\$ 647	\$ -	\$ -	\$ -	\$ -	N/A
630130 Office & Operating Supplies						
OFFICE & OPERATING SUPPLIES		\$ 30,000		\$ 24,000		
TWIC CARDS		400		600		
Total:	\$ 36,199	\$ 30,400	\$ 30,400	\$ 24,600	\$ (5,800)	-19.1%
630140 Postage & Shipping						
POSTAGE & SHIPPING		\$ 1,000		\$ 1,000		
Total:	\$ 450	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	0.0%
630150 Safety Equipment & Supplies						
SAFETY EQUIPMENT & SUPPLIES		\$ 1,600		\$ 1,600		
Total:	\$ 988	\$ 1,600	\$ 1,600	\$ 1,600	\$ -	0.0%
630160 Small Tools						
SMALL TOOLS		\$ 300		\$ -		
Total:	\$ -	\$ 300	\$ 300	\$ -	\$ (300)	-100.0%
630190 Blueprints						
BLUEPRINTS		\$ 2,000		\$ 2,000		
Total:	\$ 878	\$ 2,000	\$ 2,000	\$ 2,000	\$ -	0.0%
640110 Telephone & Communications						
Total:	\$ 51,580	\$ -	\$ -	\$ -	\$ -	N/A
650130 Equipment Maintenance-Outside Services						
DIGITAL COPIER		\$ 700		\$ -		
INTEGRATED OFFICE SYSTEMS		2,800		-		
KYOCERA COPIER - CS3050		1,600		-		
Total:	\$ 2,747	\$ 5,100	\$ 5,100	\$ -	\$ (5,100)	-100.0%

Engineering - Construction

EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL FY 11/12	ORIGINAL BUDGET FY 12/13	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	CHANGE FROM ADJUSTED	
					dollars	pct
650140 Software Maintenance						
Total:	\$ 23,448	\$ -	\$ -	\$ -	\$ -	N/A
660100 Advertising						
Total:	\$ 495	\$ -	\$ -	\$ -	\$ -	N/A
660110 Promotional Services						
ASSOCIATION GENERAL CONTRACTORS		\$ -		\$ 200		
ENG & GEN CONTRACTORS ASSOC		500		-		
QTRLY OPS RETREAT		600		-		
Total:	\$ 1,160	\$ 1,100	\$ 1,100	\$ 200	\$ (900)	-81.8%
670130 Permits/Certificates/License						
PERMITS CERTIFICATES LICENSE		\$ 1,500		\$ 1,500		
Total:	\$ 1,345	\$ 1,500	\$ 1,500	\$ 1,500	\$ -	0.0%
SUBTOTAL: NON-PERSONNEL EXPENSE	\$ 674,883	\$ 338,800	\$ 338,800	\$ 241,500	\$ (97,300)	-28.7%
GRAND TOTAL:	\$ 776,459	\$ 375,800	\$ 375,800	\$ 268,500	\$ (107,300)	-28.6%

ENVIRONMENTAL & LAND USE MANAGEMENT

ENVIRONMENTAL & LAND USE MANAGEMENT

Mission Statement

For the benefit of the San Diego region, its visitors, and its wildlife: Environmental & Land Use Management is dedicated to the creation of a clean environment through sustainable development and operations, protection of natural resources, and remediation of contamination. Dedicated to the development of a holistically planned world class waterfront and a clean tidelands environment.

Vision Statement

An integrated approach to planning and environmental resource protection to achieve a welcoming, attractive, clean, and healthy San Diego Bay.

Objectives

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

Current Services

To achieve the Environmental & Land Use Management's Mission and Vision statements, staff is committed to providing the following services:

- 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

Mission Statement

To support the Port, its tenants, and member communities by providing leadership, advocacy, and stewardship for the public art *Tidelands Collection*, a collection of 100+ artworks, as a regional cultural asset.

Vision Statement

Build, manage, and promote a critically acclaimed collection of public art that embodies the essence of the Port's maritime, environmental, and civic character.

Objectives

- 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
- Create and sustain positive relationships with tenants, stakeholders, and the community at large

Current Services

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

- Manage the Public Art Fund and its reserves
- Administer the Public Art Master Plan
- Administer BPC Policy No. 609 – Public Art
- Administer BPC Policy No. 608 – Tenant Percent for Art

- Administer BPC Policy No. 611- Receipt of Donations and Loans
- Develop collateral materials, programs, and initiatives to inform and engage audiences about public art
- Oversee the Public Art Committee
- Curate the Port Museum space and display of historical objects and cultural gifts

The Environmental & Land Use Management department currently has 27 permanent positions.

Environmental & Land Use Management

SUMMARY OF DEPARTMENTAL EXPENSE

	ACTUAL RESULTS FY 11/12	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	INC/(DEC) FY 13/14-12/13 BUDGET	% CHANGE
Personnel Expense	\$ 2,705,374	\$ 3,061,400	\$ 3,635,100	\$ 573,700	18.7%
Non-Personnel Expense	4,730,665	2,958,300	5,412,500	2,454,200	83.0%
Total Direct Expense	\$ 7,436,038	\$ 6,019,700	\$ 9,047,600	\$ 3,027,900	50.3%
Less: Capitalized Expense	(402,213)	-	-	-	-
Equipment Outlay	-	-	-	-	-
TOTAL DEPARTMENTAL EXPENSE	\$ 7,033,825	\$ 6,019,700	\$ 9,047,600	\$ 3,027,900	50.3%

PERSONNEL EXPENSE

	ACTUAL RESULTS FY 11/12	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	INC/(DEC) FY 13/14-12/13 BUDGET	% CHANGE
Salaries and Wages	\$ 1,563,967	\$ 1,655,900	\$ 2,112,200	\$ 456,300	27.6%
Overtime	1,345	5,000	3,000	(2,000)	-40.0%
Burden	897,846	1,179,500	1,255,500	76,000	6.4%
OPEB Annual Expense	222,285	216,000	264,400	48,400	22.4%
Temporary Personnel	19,930	5,000	-	(5,000)	-100.0%
TOTAL PERSONNEL EXPENSE	\$ 2,705,374	\$ 3,061,400	\$ 3,635,100	\$ 573,700	18.7%

Note:

Public Art staff and art project/conservation expenses were absorbed in Environmental & Land Use Management in FY 13/14.

Environmental & Land Use Management

PERMANENT POSITIONS

Transfer: 1 Manager, Environmental Policy from Government & Civic Relations

1 Curator, Public Art from Public Art

1 Manager, Public Art from Public Art

1 Staff Assistant II from Public Art

1 Manager, Marketing & Communications from Marketing & Communications

Replace: 1 Manager, Marketing & Communications with 1 Program Manager

Eliminate: 1 Assistant Redevelopment Planner

POSITION TITLE	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14
Administrative Assistant II (Classified)	3	3
Assistant Director, Environmental Svcs	1	1
Assistant Environmental Specialist	2	2
Assistant Redevelopment Planner	2	1
Associate Environmental Specialist	3	3
Associate Redevelopment Planner	2	2
Curator, Public Art	0	1
Director, Environmental & Land Use Management	1	1
Executive Assistant I (Classified)	1	1
GIS Analyst	1	1
Manager, Environmental Policy	0	1
Manager, Environmental Programs	1	1
Manager, Land Use Planning	2	2
Manager, Public Art	0	1
Program Manager	0	1
Senior Environmental Specialist	3	3
Senior Redevelopment Planner	1	1
Staff Assistant II	0	1
TOTAL	23	27

STUDENT POSITIONS

POSITION TITLE	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14
Intern	5	2
TOTAL	5	2

Environmental & Land Use Management

EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL FY 11/12	ORIGINAL BUDGET FY 12/13	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	CHANGE FROM ADJUSTED	
					dollars	pct
600110 Overtime						
MISCELLANEOUS		\$ 5,000		\$ 3,000		
Total:	\$ 1,345	\$ 5,000	\$ 5,000	\$ 3,000	\$ (2,000)	-40.0%
600120 Temporary Personnel						
MISCELLANEOUS		\$ 5,000		\$ -		
Total:	\$ 19,930	\$ 5,000	\$ 5,000	\$ -	\$ (5,000)	-100.0%
SUBTOTAL: OVERTIME & TEMPS	\$ 21,275	\$ 10,000	\$ 10,000	\$ 3,000	\$ (7,000)	-70.0%
610110 Books & Periodicals						
PROFESSIONAL PUBLICATIONS		\$ 400		\$ -		
Total:	\$ 696	\$ 400	\$ 400	\$ -	\$ (400)	-100.0%
610115 Employee Recognition						
EMPLOYEE RECOGNITION		\$ 700		\$ 1,700		
Total:	\$ 737	\$ 700	\$ 700	\$ 1,700	\$ 1,000	142.9%
610120 Memberships & Dues						
CA COASTAL COALITION		\$ -		\$ 2,500		
CLEAN TECH		-		8,100		
COASTKEEPER		-		1,000		
MEMBERSHIP & DUES		4,600		-		
SD CLEAN FUELS COALITION		-		300		
Total:	\$ 7,264	\$ 4,600	\$ 4,600	\$ 11,900	\$ 7,300	158.7%
610140 Seminars & Training						
SEMINARS & TRAINING		\$ 5,500		\$ 1,900		
Total:	\$ 5,612	\$ 5,500	\$ 5,500	\$ 1,900	\$ (3,600)	-65.5%
615100 Mileage Reimbursement						
MILEAGE REIMBURSEMENT		\$ 6,400		\$ 5,000		
Total:	\$ 7,052	\$ 6,400	\$ 6,400	\$ 5,000	\$ (1,400)	-21.9%
615110 Travel						
TRAVEL		\$ 5,500		\$ 2,000		
Total:	\$ 7,638	\$ 5,500	\$ 5,500	\$ 2,000	\$ (3,500)	-63.6%
620100 Services - Professional & Other						
ANALYTICAL LAB/BIOASSAY		\$ -		\$ 65,000		
AS NEEDED PLANNING, EDUCATION		168,000		-		
B STREET MOORING DOLPHIN CEQA		52,500		20,000		
BAYFRONT CULTURAL DESIGN COMMTE		-		25,000		
COASTAL STAFF MOU		-		160,000		
DEEP WATER BERTHING STUDY		52,500		-		
ENDANGERED SPECIES MANAGEMENT		-		33,000		
ENVIRONMENTAL CONSULTANT-DISCOVERY		-		300,000		
ENVIRONMENTAL INVESTIGATIONS		-		75,000		
GREEN PORT CLEAN AIR		-		128,000		
GREEN PORT CLIMATE PLAN		-		20,000		
GREEN PORT SUSTAIN PROGRAM		-		63,800		
INDUSTRIAL HYGIENE		-		39,000		
INTEGRATED PLANNING		-		500,000		
MARITIME BUSINESS PLAN - CEQA		-		75,000		
MISC CEQA REQUIREMENTS		-		50,000		
MITIGATION BANKING		-		5,000		
MS4 PERMIT IMPLEMENTATION		-		73,500		
MS4 PERMIT WQ1P REIMBURSABLE		-		200,000		

Environmental & Land Use Management

EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL FY 11/12	ORIGINAL BUDGET FY 12/13	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	CHANGE FROM ADJUSTED	
					dollars	pct
MUNICIPAL & CONSTRUCTION		-		119,400		
N EMBARCADERO ECON FEAS STUDY		12,200		-		
N EMBARCADERO PMPA EIR		292,000		137,000		
NCMT MIT & MONITORING - CIP		-		5,000		
NEVP PHASE 1 CONSTRUCTION		37,800		-		
ON-CALL COASTAL CONSULTANT		-		30,000		
PREDATOR CONTROL		-		36,500		
REGIONAL HARBOR MONITORING		-		1,000,000		
SITE INV & MARINE BIOLOGY		-		66,500		
STORMDRAINING CLEANING		-		18,000		
TAMT HEADHOUSE DEMO CEQA		49,000		-		
WILDLIFE ADVISORY GROUP/NRMP		-		75,000		
Total:	\$ 3,108,027	\$ 664,000	\$ 664,000	\$ 3,319,700	\$ 2,655,700	400.0%
620110 Services - Legal						
Total:	\$ 24,558	\$ -	\$ -	\$ -	\$ -	N/A
630110 Equipment & Systems						
Total:	\$ 17,756	\$ -	\$ -	\$ -	\$ -	N/A
630120 Equipment Rental/Leasing						
EQUIPMENT RENTAL/LEASING	\$	200		\$ -		
Total:	\$ (198)	\$ 200	\$ 200	\$ -	\$ (200)	-100.0%
630130 Office & Operating Supplies						
OFFICE & OPERATING SUPPLIES	\$	13,000		\$ 7,000		
TWIC CARDS		-		700		
Total:	\$ 15,421	\$ 13,000	\$ 13,000	\$ 7,700	\$ (5,300)	-40.8%
630140 Postage & Shipping						
POSTAGE & SHIPPING	\$	4,000		\$ 3,000		
Total:	\$ 4,324	\$ 4,000	\$ 4,000	\$ 3,000	\$ (1,000)	-25.0%
630150 Safety Equipment & Supplies						
SAFETY EQUIPMENT & SUPPLIES	\$	700		\$ 500		
Total:	\$ 490	\$ 700	\$ 700	\$ 500	\$ (200)	-28.6%
630200 Uniforms						
UNIFORMS	\$	300		\$ -		
Total:	\$ -	\$ 300	\$ 300	\$ -	\$ (300)	-100.0%
640110 Telephone & Communications						
Total:	\$ 26,569	\$ -	\$ -	\$ -	\$ -	N/A
650110 Facilities Maintenance-Outside Services						
PUBLIC ART PROJECT/CONSERVATION		-		200,000		
Total:	\$ 21,740	\$ -	\$ -	\$ 200,000	\$ 200,000	N/A
650130 Equipment Maintenance-Outside Services						
EQUIPMENT MAINTENANCE	\$	5,500		\$ -		
Total:	\$ 702	\$ 5,500	\$ 5,500	\$ -	\$ (5,500)	-100.0%
660100 Advertising						
ADVERTISING	\$	-		\$ 3,000		
Total:	\$ 4,085	\$ -	\$ -	\$ 3,000	\$ 3,000	N/A
660110 Promotional Services						
CLEANUP DAY EVENTS	\$	-		\$ 11,000		
Total:	\$ 42,085	\$ -	\$ -	\$ 11,000	\$ 11,000	N/A

Environmental & Land Use Management
EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL FY 11/12	ORIGINAL BUDGET FY 12/13	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	CHANGE FROM ADJUSTED	
					dollars	pct
660120 Promotional Materials						
STORMWATER		\$ -		\$ 1,000		
Total:	\$ 12,261	\$ -	\$ -	\$ 1,000	\$ 1,000	N/A
660135 Eligible Environmental Fund Expenditures						
AIR EMISSIONS INVENTORY		\$ 100,000		\$ -		
ALTERNATIVE FUEL VEHICLES		15,000		-		
ANALYTICAL LAB/BIOASSAY		75,000		-		
APCD TRUCK RETROFIT		387,200		-		
BIRCH AQUARIUM - BAYS PROG		15,100		-		
CITY/COUNTY WATER PROGRAMS		28,000		-		
CLEAN AIR PROGRAM		13,000		-		
CLEANUP DAY EVENTS		12,000		-		
CLIMATE MIT & ADAPTATION PLAN		52,500		-		
COPPER HULL PAINT		75,000		-		
COPPER HULL REDUCTION		24,000		-		
COPPER REDUCTION OUTREACH		8,000		-		
CV SCHOOL DIST EDUCATION PROG		7,500		1,000		
CV WILDLIFE RESERVE		10,000		-		
ELECTRIC VEHICLES		18,000		10,000		
EMORY COVE		5,000		5,000		
ENDANGERED SPECIES MANAGEMENT		32,500		-		
FISH SURVEY-BAYWIDE		34,000		-		
GOODRICH S CAMPUS SITE INVEST		200,000		-		
GREEN PORT PROGRAM		70,000		-		
INDUSTRIAL HYGIENE		42,000		-		
INTEGRATED PEST MANAGEMENT		10,000		-		
LEGAL ADS		4,000		-		
MITIGATION BANKING		10,500		-		
MUNICIPAL & CONSTRUCTION		154,000		-		
NCMT MIT & MONITORING - CIP		5,000		-		
NEW ENVIRONMENTAL PROJECTS		37,500		500,000		
PERMITS/ CERTIFICATES/ LICENSE		35,000		-		
PREDATOR CONTROL		35,400		-		
PROMOTIONAL MATERIALS		8,000		-		
REGIONAL HARBOR MONITORING		84,000		-		
SANDAG - IMPERIAL BEACH SAND		3,400		-		
SCHOOL STORM WATER TRAINING		75,000		-		
SDG&E ENERGY PROGRAM		65,000		-		
SDSU - SD BAY TERRAIN MODEL		10,000		5,000		
SHELTER ISLAND TMDL		50,000		-		
SHORELINE EROSION STUDY		25,000		25,000		
SIO GEOTECH & FAULT STUDY		50,000		10,000		
SITE INV & MARINE BIOLOGY		66,500		-		
STORMDRAINING CLEANING		15,400		-		
TDY REGULATORY ORDER		91,000		-		
THINK BLUE		3,000		-		
WATERSHED & REGIONAL PROGRAMS		28,500		-		
WILDLIFE ADVISORY COMMITTEE		87,500		-		
Total:	\$ 492,412	\$ 2,177,500	\$ 2,177,500	\$ 556,000	\$ (1,621,500)	-74.5%
660136 Grant Funded Expenditures						
319H REIMB		\$ -		\$ 144,000		
A-8 ANCHORAGE		-		150,000		
CHALLENGE USFWS GRANT		-		25,000		
Total:	\$ -	\$ -	\$ -	\$ 319,000	\$ 319,000	N/A
660140 Remediation						
REMEDATION		\$ -		\$ 75,000		
Total:	\$ 238,638	\$ -	\$ -	\$ 75,000	\$ 75,000	N/A

Environmental & Land Use Management
EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL FY 11/12	ORIGINAL BUDGET FY 12/13	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	CHANGE FROM ADJUSTED	
					dollars	pct
660150 Refuse & Hazardous Waste Disposal						
REFUSE & HAZARDOUS WASTE DISPOSAL		\$ -		\$ 103,000		
MISCELLANEOUS		70,000		-		
Total:	\$ 216,135	\$ 70,000	\$ 70,000	\$ 103,000	\$ 33,000	47.1%
660170 Joint Programs/Studies Assistance						
CHOLLAS & BACT TMDL		\$ -		\$ 15,000		
CITY/COUNTY WATER PROGRAMS		-		26,200		
COPPER HULL REDUCTION		-		18,500		
COPPER RED/STORMWATER OUTREACH		-		50,000		
INTEGRATED PEST MANAGEMENT		-		9,000		
REGULATORY ORDERS		-		150,000		
SANDAG - IMPERIAL BEACH SAND		-		3,500		
SCHOOL STORM WATER TRAINING		-		69,000		
SDG&E EEP - GREEN PORT (GRANT)		-		248,900		
SHELTER ISLAND TMDL		-		60,000		
STORMDRAIN INSP/MAPPING		-		80,000		
WATERSHED & REGIONAL PROGRAMS		-		28,500		
Total:	\$ 437,465	\$ -	\$ -	\$ 758,600	\$ 758,600	N/A
670130 Permits/Certificates/License						
PERMITS & LICENCES		\$ -		\$ 32,500		
Total:	\$ 39,199	\$ -	\$ -	\$ 32,500	\$ 32,500	N/A
SUBTOTAL: NON-PERSONNEL EXPENSE	\$ 4,730,665	\$ 2,958,300	\$ 2,958,300	\$ 5,412,500	\$ 2,454,200	83.0%
GRAND TOTAL:	\$ 4,751,940	\$ 2,968,300	\$ 2,968,300	\$ 5,415,500	\$ 2,447,200	82.4%

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 Port's financial stability
- Attract San Diegans and visitors through opportunities for public recreation, enjoyment of, and 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 Port 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 34 permanent positions.

Real Estate

SUMMARY OF DEPARTMENTAL EXPENSE

	ACTUAL RESULTS FY 11/12	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	INC/(DEC) FY 13/14-12/13 BUDGET	% CHANGE
Personnel Expense	\$ 4,473,471	\$ 4,491,400	\$ 5,177,900	\$ 686,500	15.3%
Non-Personnel Expense	3,051,889	2,733,800	3,145,700	411,900	15.1%
Total Direct Expense	\$ 7,525,360	\$ 7,225,200	\$ 8,323,600	\$ 1,098,400	15.2%
Less: Capitalized Expense	(424)	-	-	-	-
Equipment Outlay	28,544	-	-	-	-
TOTAL DEPARTMENTAL EXPENSE	\$ 7,553,480	\$ 7,225,200	\$ 8,323,600	\$ 1,098,400	15.2%

PERSONNEL EXPENSE

	ACTUAL RESULTS FY 11/12	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	INC/(DEC) FY 13/14-12/13 BUDGET	% CHANGE
Salaries and Wages	\$ 2,604,600	\$ 2,640,000	\$ 2,895,900	\$ 255,900	9.7%
Overtime	667	-	-	-	-
Burden	1,529,836	1,532,200	1,949,000	416,800	27.2%
OPEB Annual Expense	338,368	319,200	333,000	13,800	4.3%
Temporary Personnel	-	-	-	-	-
TOTAL PERSONNEL EXPENSE	\$ 4,473,471	\$ 4,491,400	\$ 5,177,900	\$ 686,500	15.3%

Real Estate

PERMANENT POSITIONS

Transfer: 1 Manager, Infrastructure from Business Information & Technology Services

Replace: 1 Manager, Infrastructure with 1 Area Real Estate Manager

Eliminate: 1 Staff Assistant II

POSITION TITLE	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14
Administrative Assistant II (Classified)	5	5
Architect	3	3
Area Real Estate Manager	4	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	1
Senior Asset Manager	7	7
Senior Management Analyst	1	1
Senior Project Architect	2	2
Staff Assistant II	1	0
TOTAL	34	34

STUDENT POSITIONS

POSITION TITLE	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14
Intern	2	0
TOTAL	2	0

Real Estate
EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL FY 11/12	ORIGINAL BUDGET FY 12/13	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	CHANGE FROM ADJUSTED	
					dollars	pct
600110 Overtime						
Total:	\$ 667	\$ -	\$ -	\$ -	\$ -	N/A
SUBTOTAL: OVERTIME & TEMPS	\$ 667	\$ -	\$ -	\$ -	\$ -	N/A
610110 Books & Periodicals						
BOOKS & PERIODICALS	\$	600	\$	-		
Total:	\$ 229	\$ 600	\$ 600	\$ -	\$ (600)	-100.0%
610115 Employee Recognition						
EMPLOYEE RECOGNITION	\$	2,500	\$	1,000		
Total:	\$ 1,753	\$ 2,500	\$ 2,500	\$ 1,000	\$ (1,500)	-60.0%
610120 Memberships & Dues						
ASSOCIATIONS	\$	6,200	\$	-		
MEMBERSHIPS & DUES		-		3,900		
Total:	\$ 9,447	\$ 6,200	\$ 6,200	\$ 3,900	\$ (2,300)	-37.1%
610140 Seminars & Training						
COURSES & SEMINARS	\$	14,000	\$	5,400		
DEVELOPMENT MARKETING		-		18,400		
Total:	\$ 1,092	\$ 14,000	\$ 14,000	\$ 23,800	\$ 9,800	70.0%
615100 Mileage Reimbursement						
CAR ALLOWANCE	\$	12,600	\$	-		
MILEAGE & PARKING		6,000		1,500		
Total:	\$ 19,128	\$ 18,600	\$ 18,600	\$ 1,500	\$ (17,100)	-91.9%
615110 Travel						
BUSINESS TRAVEL	\$	3,800	\$	-		
COURSES AND SEMINARS EXCL REG		9,000		-		
TRAVEL		-		20,000		
Total:	\$ 2,963	\$ 12,800	\$ 12,800	\$ 20,000	\$ 7,200	56.3%
620100 Services - Professional & Other						
AS NEEDED PEER DESIGN REVIEW	\$	-	\$	50,000		
B ST PIER MOORING DOLPHIN		1,300		-		
BENCH MARKING STUDY		-		100,000		
BOND COUNSEL		-		20,000		
COMM FISHERIES REVITALIZATION		295,500		-		
COMPS DATA SERVICE		2,900		3,700		
CONV CTR GARAGE MAINT		30,400		40,400		
CVBMP ENG INFRASTRUCTURE DEV		200,000		-		
CVBMP FEAS STDY & MARKET ANLYS		25,000		-		
CVBMP FINANCIAL ANALYSIS		15,000		-		
CVBMP SLC STAFF RECOVERY COSTS		3,800		-		
DEVELOPMENT CONSULTANTS		-		540,000		
ENTERPRISE ZONE ADMINISTRATION		76,400		50,000		
FEASIBILITY STUDY- ACH PKG GAR		6,300		-		
FINANCIAL ANALYSIS CONSULTANTS		-		25,000		
FIRST AMERICAN DATA SVC		1,400		1,800		
HOTEL CONSULTANT SERVICES		-		15,000		
HOTEL FINANCIAL CONSULTANT		-		50,000		
HOTEL NEGOTIATING CONSULTANT		-		75,000		
HPD DEPT RELOCATION STUDY		12,500		-		
KORPACZ DATA REPORTS		400		400		
MAINT ASSESS DISTRICT CONSLTANT		-		75,000		
MARSHALL VALUATION SERVICE		1,500		1,500		
MISC DATA REPORTS		700		-		
ON CALL APPRAISER		25,000		25,000		
ON CALL ARCHITECT		25,000		25,000		
PKF HOTEL INDUSTRY REPORTS		800		1,000		

Real Estate
EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL FY 11/12	ORIGINAL BUDGET FY 12/13	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	CHANGE FROM ADJUSTED	
					dollars	pct
POND 20 FEASIBILITY STUDY		25,000		50,000		
SDCC FINANCIAL ANALYSIS		25,000		-		
SEAPORT VILLAGE FEASIBILITY STUDY		-		100,000		
SOUTH BAY POWER PLANT		225,000		-		
SURVEY CONSULTANT		-		50,000		
TITLE AND ESCROW LAND EXCHANGE		5,000		5,000		
Total:	\$ 1,248,201	\$ 1,003,900	\$ 1,003,900	\$ 1,303,800	\$ 299,900	29.9%
620110 Services - Legal						
ARBITRATION & LEGAL FEES	\$	47,500	\$	-		
BOND ATTORNEY FEES		15,000		-		
Total:	\$ 120,695	\$ 62,500	\$ 62,500	\$ -	\$ (62,500)	-100.0%
630110 Equipment & Systems						
MISC EQUIP & FURNITURE	\$	3,800	\$	3,500		
Total:	\$ 24,217	\$ 3,800	\$ 3,800	\$ 3,500	\$ (300)	-7.9%
630120 Equipment Rental/Leasing						
WATER COOLERS & COFFEE MAKER	\$	500	\$	-		
Total:	\$ 174	\$ 500	\$ 500	\$ -	\$ (500)	-100.0%
630130 Office & Operating Supplies						
OFFICE & OPERATING SUPPLIES	\$	12,500	\$	10,000		
Total:	\$ 21,937	\$ 12,500	\$ 12,500	\$ 10,000	\$ (2,500)	-20.0%
630140 Postage & Shipping						
POSTAGE & SHIPPING	\$	1,300	\$	2,500		
Total:	\$ 2,257	\$ 1,300	\$ 1,300	\$ 2,500	\$ 1,200	92.3%
630150 Safety Equipment & Supplies						
Total:	\$ 31	\$ -	\$ -	\$ -	\$ -	N/A
640100 Space Rental						
I.B. PARKING LOT AMORTIZATION	\$	7,700	\$	7,700		
MILLS ST & CATALINA BLVD		19,800		7,500		
SLC LEASE, E HARBOR ISLND AREA		6,000		12,000		
Total:	\$ 39,416	\$ 33,500	\$ 33,500	\$ 27,200	\$ (6,300)	-18.8%
640110 Telephone & Communications						
Total:	\$ 39,235	\$ -	\$ -	\$ -	\$ -	N/A
640150 Facility Management Services						
ABM PARKING IMPROVEMENTS	\$	-	\$	36,400		
C.C. HOTEL PARKING STRUCTURE		261,500		442,800		
CONVENTION CENTER PARKING		898,500		1,076,900		
EMBARC CIRCULAR SHUTTLE SYSTEM		200,000		-		
LANE FIELD PARKING		64,300		32,400		
NAVY PIER LOT		124,500		150,300		
Total:	\$ 1,496,728	\$ 1,548,800	\$ 1,548,800	\$ 1,738,800	\$ 190,000	12.3%
650130 Equipment Maintenance-Outside Services						
OFFICE EQUIP. MAINTENANCE	\$	9,000	\$	9,000		
PARKING PAY & DISP EQUIP MAINT		1,500		-		
Total:	\$ 16,914	\$ 10,500	\$ 10,500	\$ 9,000	\$ (1,500)	-14.3%

Real Estate
EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL FY 11/12	ORIGINAL BUDGET FY 12/13	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	CHANGE FROM ADJUSTED	
					dollars	pct
660110 Promotional Services						
TENANT & PUBLIC OUTREACH		\$ 1,800		\$ 700		
Total:	\$ 4,112	\$ 1,800	\$ 1,800	\$ 700	\$ (1,100)	-61.1%
670130 Permits/Certificates/License						
Total:	\$ 3,359	\$ -	\$ -	\$ -	\$ -	N/A
670190 Other Miscellaneous Operating Expenses						
Total:	\$ 1	\$ -	\$ -	\$ -	\$ -	N/A
SUBTOTAL: NON-PERSONNEL EXPENSE	\$ 3,051,889	\$ 2,733,800	\$ 2,733,800	\$ 3,145,700	\$ 411,900	15.1%
GRAND TOTAL:	\$ 3,052,557	\$ 2,733,800	\$ 2,733,800	\$ 3,145,700	\$ 411,900	15.1%

Public Art

SUMMARY OF DEPARTMENTAL EXPENSE

	ACTUAL RESULTS FY 11/12	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	INC/(DEC) FY 13/14-12/13 BUDGET	% CHANGE
Personnel Expense	\$ 392,845	\$ 490,000	\$ -	\$ (490,000)	-100.0%
Non-Personnel Expense	137,586	679,300	-	(679,300)	-100.0%
Total Direct Expense	\$ 530,431	\$ 1,169,300	\$ -	\$ (1,169,300)	-100.0%
Less: Capitalized Expense	-	-	-	-	-
Equipment Outlay	8,486	-	-	-	-
TOTAL DEPARTMENTAL EXPENSE	\$ 538,918	\$ 1,169,300	\$ -	\$ (1,169,300)	-100.0%

PERSONNEL EXPENSE

	ACTUAL RESULTS FY 11/12	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	INC/(DEC) FY 13/14-12/13 BUDGET	% CHANGE
Salaries and Wages	\$ 210,877	\$ 282,300	\$ -	\$ (282,300)	-100.0%
Overtime	-	-	-	-	-
Burden	133,663	170,500	-	(170,500)	-100.0%
OPEB Annual Expense	38,282	37,200	-	(37,200)	-100.0%
Temporary Personnel	10,023	-	-	-	-
TOTAL PERSONNEL EXPENSE	\$ 392,845	\$ 490,000	\$ -	\$ (490,000)	-100.0%

Note:

Public Art staff and art project maintenance was absorbed in Environmental & Land Use Management in FY 13/14.

Public Art

PERMANENT POSITIONS

Transfer: 1 Curator, Public Art to Environmental & Land Use Management
1 Manager, Public Art to Environmental & Land Use Management
1 Staff Assistant II to Environmental & Land Use Management
1 Manager, Public Art to Human Resources

POSITION TITLE	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14
Curator, Public Art	1	0
Manager, Public Art	2	0
Staff Assistant II	1	0
TOTAL	4	0

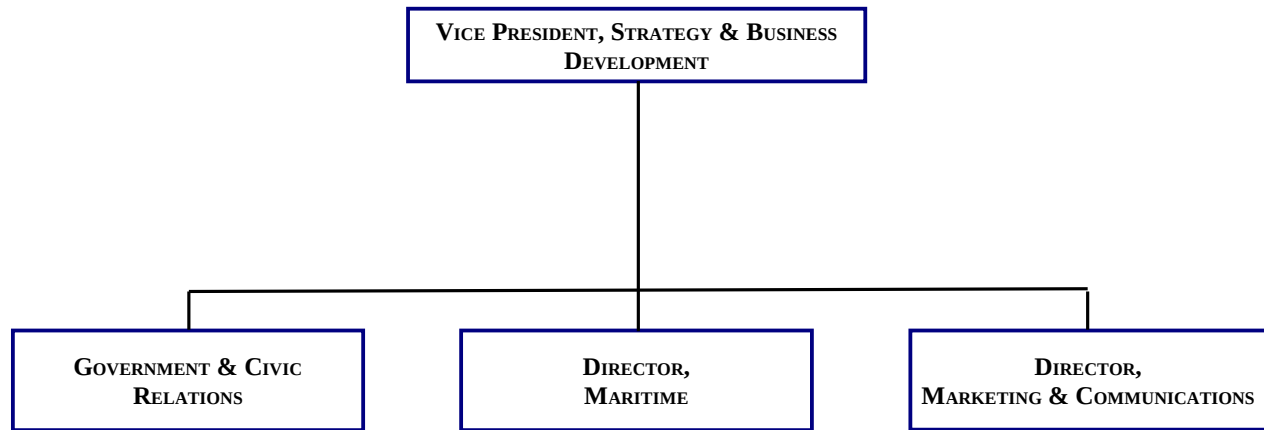
Public Art
EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL FY 11/12	ORIGINAL BUDGET FY 12/13	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	CHANGE FROM ADJUSTED	
					dollars	pct
600120 Temporary Personnel						
Total:	\$ 10,023	\$ -	\$ -	\$ -	\$ -	N/A
SUBTOTAL: OVERTIME & TEMPS	\$ 10,023	\$ -	\$ -	\$ -	\$ -	N/A
610110 Books & Periodicals BOOKS & PERIODICALS		\$ 100		\$ -		
Total:	\$ 69	\$ 100	\$ 100	\$ -	\$ (100)	-100.0%
610115 Employee Recognition EMPLOYEE RECOGNITION		\$ 100		\$ -		
Total:	\$ 75	\$ 100	\$ 100	\$ -	\$ (100)	-100.0%
610120 Memberships & Dues MEMBERSHIPS & DUES		\$ 200		\$ -		
Total:	\$ 150	\$ 200	\$ 200	\$ -	\$ (200)	-100.0%
610140 Seminars & Training SEMINARS & TRAINING		\$ 800		\$ -		
Total:	\$ -	\$ 800	\$ 800	\$ -	\$ (800)	-100.0%
615100 Mileage Reimbursement MILEAGE REIMBURSEMENT		\$ 800		\$ -		
Total:	\$ 73	\$ 800	\$ 800	\$ -	\$ (800)	-100.0%
615110 Travel TRAVEL		\$ 3,000		\$ -		
Total:	\$ -	\$ 3,000	\$ 3,000	\$ -	\$ (3,000)	-100.0%
620100 Services - Professional & Other OUTSIDE ENGINEERING DESIGN PUB. ART RELATED PROF. SVCS.		\$ 12,000 12,000		\$ - -		
Total:	\$ 67,371	\$ 24,000	\$ 24,000	\$ -	\$ (24,000)	-100.0%
630110 Equipment & Systems EQUIPMENT & SYSTEMS		\$ 29,000		\$ -		
Total:	\$ 4,220	\$ 29,000	\$ 29,000	\$ -	\$ (29,000)	-100.0%
630120 Equipment Rental/Leasing EQUIPMENT RENTAL/LEASING		\$ 200		\$ -		
Total:	\$ -	\$ 200	\$ 200	\$ -	\$ (200)	-100.0%
630130 Office & Operating Supplies OFFICE & OPERATING SUPPLIES TWIC CARDS		\$ 4,200 300		\$ - -		
Total:	\$ 2,436	\$ 4,500	\$ 4,500	\$ -	\$ (4,500)	-100.0%
630140 Postage & Shipping POSTAGE & SHIPPING		\$ 800		\$ -		
Total:	\$ 264	\$ 800	\$ 800	\$ -	\$ (800)	-100.0%

Public Art
EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL FY 11/12	ORIGINAL BUDGET FY 12/13	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	CHANGE FROM ADJUSTED	
					dollars	pct
630150 Safety Equipment & Supplies SAFETY EQUIPMENT & SUPPLIES		\$ 100		\$ -		
Total:	\$ -	\$ 100	\$ 100	\$ -	\$ (100)	-100.0%
630190 Blueprints						
Total:	\$ 91	\$ -	\$ -	\$ -	\$ -	N/A
640110 Telephone & Communications						
Total:	\$ 2,729	\$ -	\$ -	\$ -	\$ -	N/A
650110 Facilities Maintenance-Outside Services ARTWORK CLEANING AGREEMENT CONSERVATION & MAINT AGREEMENT REPAIRS & REFURBISHMENT		\$ 5,000 75,000 44,300		\$ - - -		
Total:	\$ 35,400	\$ 124,300	\$ 124,300	\$ -	\$ (124,300)	-100.0%
650130 Equipment Maintenance-Outside Services EQUIPMENT MAINTENANCE-OUTSIDE		\$ 1,200		\$ -		
Total:	\$ 1,173	\$ 1,200	\$ 1,200	\$ -	\$ (1,200)	-100.0%
650140 Software Maintenance						
Total:	\$ 1,000	\$ -	\$ -	\$ -	\$ -	N/A
660100 Advertising ADVERTISING		\$ 1,000		\$ -		
Total:	\$ -	\$ 1,000	\$ 1,000	\$ -	\$ (1,000)	-100.0%
660110 Promotional Services PROMOTIONAL SERVICES		\$ 18,000		\$ -		
Total:	\$ 1,210	\$ 18,000	\$ 18,000	\$ -	\$ (18,000)	-100.0%
660120 Promotional Materials PROMOTIONAL MATERIALS		\$ 21,200		\$ -		
Total:	\$ 5,455	\$ 21,200	\$ 21,200	\$ -	\$ (21,200)	-100.0%
660190 Public Art Program PUBLIC ART EXHIBITS		\$ 450,000		\$ -		
Total:	\$ 15,871	\$ 450,000	\$ 450,000	\$ -	\$ (450,000)	-100.0%
SUBTOTAL: NON-PERSONNEL EXPENSE	\$ 137,586	\$ 679,300	\$ 679,300	\$ -	\$ (679,300)	-100.0%
GRAND TOTAL:	\$ 147,609	\$ 679,300	\$ 679,300	\$ -	\$ (679,300)	-100.0%

STRATEGY & BUSINESS DEVELOPMENT



The Strategy & Business Development division coordinates and facilitates the development and implementation of the Port's COMPASS Strategic Plan and evaluation framework. The Division has both key external and internal focus areas, aligned to support effective deployment of organizational strategies. The Division works closely with the Port's lines of business and support services to establish key performance indicators relative to achieving the Port's Strategic Goals and assessing progress on strategic initiatives. The Division includes the Government & Civic Relations office, the Marketing & Communications department, and the Maritime department.

The Marketing & Communications department oversees the design, coordination and deployment of the COMPASS strategic plan, develops and implements a communications plan for the Port and all of its lines of business, and directly manages marketing activities. The Department is responsible for the development, integration, and implementation of a broad range of communications and community involvement activities relative to the strategic direction and positioning of the organization and its leadership. Functions include strategic planning, performance management, market analysis, new business development, customer service and relationship management, cruise program, marketing, communications, media, and advertising. The Department also drives Tideland activation through oversight and management of the Port's sponsorship programs, special waterfront events, and programming of parks and public spaces.

The Maritime department is charged with the operations, maintenance, infrastructure development, and business development of the Port's cruise and cargo facilities as well as maritime industrial leaseholds. It oversees four maritime terminals; the Port Pavilion on Broadway Pier and the B Street Cruise Ship Terminals, the Tenth Avenue and National City Marine Terminals; water-dependent maritime industrial leaseholds and the Port's piers and docks. The Department is responsible for conducting maritime cruise and cargo operations; facilitation of maritime asset management; and the development of maritime commercial cruise and cargo business. The Department drives operational effectiveness by performing key functions and implementing projects and activities in support of the Port's goals and strategies.

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Strategy & Business Development Summary

FY 13/14 DIVISION BUDGET SUMMARY

	ACTUAL RESULTS FY 11/12	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	INC/(DEC) FY 13/14-12/13 BUDGET	% CHANGE
EXPENSE BY COST CENTER:					
Government & Civic Relations	\$ 1,941,579	\$ 2,645,500	\$ 1,249,200	\$ (1,396,300)	-52.8%
Maritime	12,484,688	10,784,600	11,220,300	435,700	4.0%
Marketing & Communications	5,367,208	6,333,400	4,061,700	(2,271,700)	-35.9%
Corporate Communications	2,297,905	-	-	-	-
TOTAL DIRECT EXPENSE	\$ 22,091,381	\$ 19,763,500	\$ 16,531,200	\$ (3,232,300)	-16.4%
EQUIPMENT OUTLAY	\$ 79,813	\$ 93,800	\$ 110,000	\$ 16,200	17.3%
TOTAL DIVISION	\$ 22,171,194	\$ 19,857,300	\$ 16,641,200	\$ (3,216,100)	-16.2%
STAFFING BUDGET	74	74	55	-19	-25.7%

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GOVERNMENT & CIVIC RELATIONS

Mission Statement

Identify multi-pronged solutions that lead to the successful implementation of Port policies and projects.

Vision Statement

Increased effectiveness through increased understanding.

Objectives

- Advocate for the policies of the Port, develop relationships, and build partnerships with elected officials, agencies, and entities which are aligned with Port's business and/or to the San Diego region
- Develops a legislative platform and strategy to support the goals of the Port, with Executive staff and Board approval
- Create, cultivate and maintain constructive relationships based on mutual trust and understanding
- Collaborate with elected officials, public agencies, tenants, and key stakeholders to create an inclusive and transparent public process
- Advancing the Port's legislative and policy priorities through the Port's legislative consultants in Sacramento and Washington
- Develops a legislative platform and strategy to support the goals of the Port
- Support strategic goals of the Port
- Ensure processes and projects are transparent and understood externally
- Identify and communicate regulatory issues and trends
- Provide insight regarding future regulatory issues
- Provide business support for projects
- Enhance Port priorities, projects, and programs with grant funded opportunities

Current Services

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

- Provide the Board a high level of understanding of the issues of the Port's member cities
- Track/monitor external issues and events that may impact the Port such as regular meetings of local, state, and federal agencies, as well as other organizations and institutions (i.e., environmental groups, research institutes)
- Advocate for Port initiatives at the local, state, and national levels. Work with internal staff and Commissioners on priorities and projects
- Develop and build intergovernmental relations at local, state, and federal levels
- Develop and build stakeholder relations including member cities and Port related associations
- Develop and build regional and state partnerships (Navy, San Diego County Regional Airport Authority (SDCRAA), County, San Diego Association of Governments (SANDAG), Civic San Diego (CSD), State Lands Commission, Coastal Commission, etc.)
- Communicate with elected officials and community groups on initiatives/projects consistent with the Port's mission and goals
- Research, administration, and management of Port grant funded programs
- Management of Port Grant Project Management office (GPMO)

The Government & Civic Relations department currently has 6 permanent positions.

Government & Civic Relations

SUMMARY OF DEPARTMENTAL EXPENSE

	ACTUAL RESULTS FY 11/12	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	INC/(DEC) FY 13/14-12/13 BUDGET	% CHANGE
Personnel Expense	\$ 1,143,473	\$ 1,916,100	\$ 791,900	\$ (1,124,200)	-58.7%
Non-Personnel Expense	798,106	729,400	457,300	(272,100)	-37.3%
Total Direct Expense	\$ 1,941,579	\$ 2,645,500	\$ 1,249,200	\$ (1,396,300)	-52.8%
Less: Capitalized Expense	-	-	-	-	-
Equipment Outlay	-	-	-	-	-
TOTAL DEPARTMENTAL EXPENSE	\$ 1,941,579	\$ 2,645,500	\$ 1,249,200	\$ (1,396,300)	-52.8%

PERSONNEL EXPENSE

	ACTUAL RESULTS FY 11/12	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	INC/(DEC) FY 13/14-12/13 BUDGET	% CHANGE
Salaries and Wages	\$ 673,950	\$ 1,210,000	\$ 500,800	\$ (709,200)	-58.6%
Overtime	3,995	5,000	-	(5,000)	-100.0%
Burden	335,948	588,300	232,300	(356,000)	-60.5%
OPEB Annual Expense	86,444	112,800	58,800	(54,000)	-47.9%
Temporary Personnel	43,136	-	-	-	-
TOTAL PERSONNEL EXPENSE	\$ 1,143,473	\$ 1,916,100	\$ 791,900	\$ (1,124,200)	-58.7%

Government & Civic Relations

PERMANENT POSITIONS

Transfer: 1 Legislative Policy Administrator to Office of the District Clerk
 1 Manager, Environmental Policy to Environmental & Land Use Management
 1 Senior Policy Administrator to Maritime Operations

Eliminate: 1 Vice President, Public Policy
 1 Director, Government Relations

POSITION TITLE	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14
Director, Government Relations	1	0
Executive Assistant I (Classified)	1	1
Grants Technician	1	1
Legislative Policy Administrator	3	2
Manager, Environmental Policy	1	0
Manager, Government Relations	1	1
Senior Manager, Public Policy	1	1
Senior Policy Administrator	1	0
Vice President, Public Policy	1	0
TOTAL	11	6

STUDENT POSITIONS

POSITION TITLE	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14
Intern	6	0
TOTAL	6	0

Government & Civic Relations
EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL FY 11/12	ORIGINAL BUDGET FY 12/13	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	CHANGE FROM ADJUSTED	
					dollars	pct
600110 Overtime						
MISCELLANEOUS		\$ 5,000		\$ -		
Total:	\$ 3,995	\$ 5,000	\$ 5,000	\$ -	\$ (5,000)	-100.0%
600120 Temporary Personnel						
Total:	\$ 43,136	\$ -	\$ -	\$ -	\$ -	N/A
SUBTOTAL: OVERTIME & TEMPS	\$ 47,131	\$ 5,000	\$ 5,000	\$ -	\$ (5,000)	-100.0%
610110 Books & Periodicals						
GOV/PROFESSIONAL PUBLICATIONS		\$ 4,000		\$ -		
Total:	\$ 6,723	\$ 4,000	\$ 4,000	\$ -	\$ (4,000)	-100.0%
610115 Employee Recognition						
EMPLOYEE RECOGNITION		\$ 700		\$ 200		
Total:	\$ 90	\$ 700	\$ 700	\$ 200	\$ (500)	-71.4%
610120 Memberships & Dues						
AAPA PORT MEMBERSHIP		\$ 200		\$ -		
AMERICAN ASSN OF PORT AUTHORITIES		18,000		-		
ASSOCIATION OF PACIFIC PORTS		3,000		-		
CA ASSN OF PORT AUTHORITIES		14,000		-		
CA CHAMBER OF COMMERCE		1,200		-		
CA COASTAL COALITION		2,500		-		
CHULA VISTA CHAMBER OF COMMERCE		4,800		-		
CITIZENS COORDINATE FOR CENTURY		200		-		
CLEAN TECK OF SAN DIEGO		10,000		-		
COALITION FOR AMERICA'S GATEWAYS		2,500		-		
CORONADO CHAMBER OF COMMERCE		8,300		-		
IMPERIAL BEACH CHAMBER OF COMMERCE		600		-		
INT'L ASSN OF PORTS & HARBORS		3,400		-		
MEMBERSHIPS & DUES		-		58,700		
NATIONAL CITY CHAMBER OF COMMERCE		6,500		-		
OTHER		1,300		-		
PACIFIC MARITIME INSTITUTE		500		-		
POINT LOMA ASSOCIATION		300		-		
ROTARY CLUB OF SAN DIEGO - ANN		300		-		
ROTARY CLUB OF SAN DIEGO - QUA		900		-		
SAN DIEGO CLEAN FUELS COALITION		300		-		
SAN DIEGO COASTKEEPER		1,000		-		
SAN DIEGO NORTH COUNTY CHAMBER		300		-		
SAN DIEGO WORLD TRADE CENTER		10,000		-		
SD COUNTY TAXPAYERS		1,000		-		
SD DOWNTOWN PARTNERSHIP		3,000		-		
SD MILITARY ADVISORY COUNCIL		500		-		
SD REGIONAL CHAMBER OF COMMERCE		21,000		-		
SD REGIONAL ECONOMIC DEVT COUNCIL		15,000		-		
SOUTH COUNTY ECONOMIC DEVT COUNCIL		5,000		-		
STATE NET		100		-		
Total:	\$ 104,884	\$ 135,700	\$ 135,700	\$ 58,700	\$ (77,000)	-56.7%
610140 Seminars & Training						
PORT-RELATED CONFERENCES		\$ 5,000		\$ 8,000		
Total:	\$ 16,135	\$ 5,000	\$ 5,000	\$ 8,000	\$ 3,000	60.0%
615100 Mileage Reimbursement						
MILEAGE REIMBURSEMENT		9,000		3,600		
Total:	\$ 7,411	\$ 9,000	\$ 9,000	\$ 3,600	\$ (5,400)	-60.0%

Government & Civic Relations
EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL FY 11/12	ORIGINAL BUDGET FY 12/13	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	CHANGE FROM ADJUSTED	
					dollars	pct
615110 Travel						
MEXICO		\$ 5,500		\$ 5,500		
OTHER TRIPS		14,500		14,500		
SACRAMENTO		35,000		20,000		
TRAINING SEMINARS		5,000		5,000		
WASHINGTON DC		40,000		30,000		
Total:	\$ 11,925	\$ 100,000	\$ 100,000	\$ 75,000	\$ (25,000)	-25.0%
620100 Services - Professional & Other						
E-CIVIS (GRANT RESEARCH ENGINE)		\$ 9,000		\$ 9,000		
GRANT WRITING SERVICES		75,000		-		
INTERPRETIVE SERVICES		1,500		-		
LEGISLATIVE SERVICES - SACRAMENTO		87,300		75,000		
LEGISLATIVE SERVICES - WASHINGTON		114,000		-		
ORGANIZATION EFFECTIVENESS		15,000		-		
SAN DIEGO WORLD TRADE CENTER		40,000		-		
SANDAG GOODS MOVEMENT POLICY		52,300		60,000		
Total:	\$ 547,529	\$ 394,100	\$ 394,100	\$ 144,000	\$ (250,100)	-63.5%
630110 Equipment & Systems						
Total:	\$ 17,731	\$ -	\$ -	\$ -	\$ -	N/A
630120 Equipment Rental/Leasing						
EQUIPMENT RENTAL		\$ 3,000		\$ -		
Total:	\$ -	\$ 3,000	\$ 3,000	\$ -	\$ (3,000)	-100.0%
630130 Office & Operating Supplies						
OFFICE SUPPLIES		\$ 15,000		\$ 7,000		
TWIC CARDS		-		200		
Total:	\$ 19,365	\$ 15,000	\$ 15,000	\$ 7,200	\$ (7,800)	-52.0%
630140 Postage & Shipping						
OUTREACH POSTAGE		\$ 3,500		\$ 3,500		
POSTAGE		500		600		
Total:	\$ 280	\$ 4,000	\$ 4,000	\$ 4,100	\$ 100	2.5%
640100 Space Rental						
Total:	\$ 160	\$ -	\$ -	\$ -	\$ -	N/A
640110 Telephone & Communications						
Total:	\$ 10,572	\$ -	\$ -	\$ -	\$ -	N/A
650120 Equipment Maintenance-Supplies						
Total:	\$ 102	\$ -	\$ -	\$ -	\$ -	N/A
650130 Equipment Maintenance-Outside Services						
MAINTENANCE		\$ 1,600		\$ 1,500		
Total:	\$ 747	\$ 1,600	\$ 1,600	\$ 1,500	\$ (100)	-6.3%
660100 Advertising						
Total:	\$ 5,850	\$ -	\$ -	\$ -	\$ -	N/A
660110 Promotional Services						
BUS TOUR		\$ 8,000		\$ -		
COMMUNITY AND STAKEHOLDER OUTREACH		34,000		2,500		
EVENT AND SEMINAR SPONSORSHIPS		-		2,500		
Total:	\$ 45,585	\$ 42,000	\$ 42,000	\$ 5,000	\$ (37,000)	-88.1%

Government & Civic Relations
EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL FY 11/12	ORIGINAL BUDGET FY 12/13	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	CHANGE FROM ADJUSTED	
					dollars	pct
660120 Promotional Materials						
MATERIALS & COLLATERAL		\$ 3,200		\$ -		
OUTREACH		10,000		-		
Total:	\$ 3,017	\$ 13,200	\$ 13,200	\$ -	\$ (13,200)	-100.0%
660136 Grant Funded Expenditures						
PORT SECURITY GRANT - MATCHING FUND		\$ -		\$ 150,000		
Total:	\$ -	\$ -	\$ -	\$ 150,000	\$ 150,000	N/A
670130 Permits/Certificates/License						
PROF CERT & LICENSES		\$ 2,100		\$ -		
Total:	\$ -	\$ 2,100	\$ 2,100	\$ -	\$ (2,100)	-100.0%
SUBTOTAL: NON-PERSONNEL EXPENSE	\$ 798,106	\$ 729,400	\$ 729,400	\$ 457,300	\$ (272,100)	-37.3%
GRAND TOTAL:	\$ 845,237	\$ 734,400	\$ 734,400	\$ 457,300	\$ (277,100)	-37.7%

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 Port's maritime cruise business.

To generate maritime cargo business, optimize utilization of the Port's public goods movement infrastructure, maximize Maritime's positive economic impact to the San Diego region, and represent the interests of the Port through presence and advocacy in industry, civic and community forums, in support of Port'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 Port'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 port 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 Port 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 Port operations, assets, and information exchange
- Continuously evaluate and improve business systems and processes
- Retain the intellectual assets and corporate knowledge of the Port
- 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 Port'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

Maritime Operations continued...

- 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
- Contact with cargo, cruise, and transportation interests
- Constant market presence
- Market research and analysis
- Knowledge of numerous and diverse industries and markets

The Maritime department currently has 32 permanent positions.

Maritime

SUMMARY OF DEPARTMENTAL EXPENSE

	ACTUAL RESULTS FY 11/12	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	INC/(DEC) FY 13/14-12/13 BUDGET	% CHANGE
Personnel Expense	\$ 4,869,603	\$ 5,130,100	\$ 4,960,000	\$ (170,100)	-3.3%
Non-Personnel Expense	7,615,086	5,654,500	6,260,300	605,800	10.7%
Total Direct Expense	\$ 12,484,688	\$ 10,784,600	\$ 11,220,300	\$ 435,700	4.0%
Less: Capitalized Expense	-	-	-	-	-
Equipment Outlay	62,039	76,000	110,000	34,000	44.7%
TOTAL DEPARTMENTAL EXPENSE	\$ 12,546,727	\$ 10,860,600	\$ 11,330,300	\$ 469,700	4.3%

PERSONNEL EXPENSE

	ACTUAL RESULTS FY 11/12	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	INC/(DEC) FY 13/14-12/13 BUDGET	% CHANGE
Salaries and Wages	\$ 2,811,220	\$ 2,885,300	\$ 2,739,700	\$ (145,600)	-5.0%
Overtime	21,497	40,000	28,800	(11,200)	-28.0%
Burden	1,676,122	1,858,000	1,878,100	20,100	1.1%
OPEB Annual Expense	348,247	346,800	313,400	(33,400)	-9.6%
Temporary Personnel	12,516	-	-	-	-
TOTAL PERSONNEL EXPENSE	\$ 4,869,603	\$ 5,130,100	\$ 4,960,000	\$ (170,100)	-3.3%

Maritime

PERMANENT POSITIONS

Transfer: 5 Community Service Officer to Harbor Police Department

1 Community Service Officer Supervisor to Harbor Police Department

1 Marketing/Public Relations Representative from Marketing & Communications

1 Senior Policy Administrator from Govt/Community Relations and replaced with 1 Program Manager

Retitle: 1 Marketing/Public Relations Representative to Management Analyst

Eliminate: 1 Senior Trade Account Representative

POSITION TITLE	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14
Administrative Assistant II (Classified)	2	2
Area Real Estate Manager	1	1
Asset Manager	2	2
Assistant Asset Manager	1	1
Community Service Officer	5	0
Community Service Officer Supervisor	1	0
Director, Maritime Operations	1	1
Executive Assistant I (Classified)	1	1
Management Analyst	1	2
Manager, Maritime Trade Development	1	1
Marine Terminal Superintendent	1	1
Marine Terminal Supervisor	3	3
Principal, Trade Development	1	1
Program Manager	0	1
Senior Asset Manager	1	1
Senior Trade Account Representative	2	1
Staff Assistant II	1	1
Wharfinger	12	12
TOTAL	37	32

STUDENT POSITIONS

POSITION TITLE	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14
Intern	1	0
TOTAL	1	0

Maritime

EQUIPMENT OUTLAY

DESCRIPTION	REASON	QTY	UNIT COST	TOTAL COST
*ARCHER RAPID BEAN GATE	N	2	\$ 55,000	\$ 110,000
TOTAL		2		\$ 110,000

*75% Grant Funded.

Maritime
EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL FY 11/12	ORIGINAL BUDGET FY 12/13	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	CHANGE FROM ADJUSTED	
					dollars	pct
600110 Overtime						
COMMUNITY SERVICE OFFICERS		\$ 15,600		\$ -		
MO - WHARFINGERS, MARINE TERM		24,400		28,800		
Total:	\$ 21,497	\$ 40,000	\$ 40,000	\$ 28,800	\$ (11,200)	-28.0%
600120 Temporary Personnel						
Total:	\$ 12,516	\$ -	\$ -	\$ -	\$ -	N/A
SUBTOTAL: OVERTIME & TEMPS	\$ 34,013	\$ 40,000	\$ 40,000	\$ 28,800	\$ (11,200)	-28.0%
610110 Books & Periodicals						
MARITIME/INDUSTRY PERIODICALS		\$ 1,300		\$ -		
Total:	\$ 1,971	\$ 1,300	\$ 1,300	\$ -	\$ (1,300)	-100.0%
610115 Employee Recognition						
OPS & TRADE		\$ 1,100		\$ 1,000		
Total:	\$ 702	\$ 1,100	\$ 1,100	\$ 1,000	\$ (100)	-9.1%
610120 Memberships & Dues						
AMERICAN INST FOR INTL STEEL		\$ 1,200		\$ -		
AMERICAN WIND ENERGY ASSN		1,700		-		
BUS/TRADE ASSOCIATIONS		7,400		-		
HISPANIC CHAMBER		1,000		-		
INDUSTRY ASSNS		1,000		-		
MEMBERSHIP & DUES		-		22,800		
PRODUCE MARKETING ASSN		1,100		-		
Total:	\$ 13,563	\$ 13,400	\$ 13,400	\$ 22,800	\$ 9,400	70.1%
610140 Seminars & Training						
AMERICAN ASSN OF PORT AUTHORITY		\$ 7,800		\$ 6,300		
CSO TRAINING-SD POLICE ACADEMY		1,500		-		
INTL CULTURAL COMMUNICATION		3,000		2,100		
MARITIME REAL ESTATE		2,000		-		
MARITIME TRAINING PROGRAM		-		2,100		
SALES TRAINING		-		3,400		
SECURITY TRAINING		5,000		2,100		
TRADE DEVELOPMENT		7,600		-		
WHARFINGER TRAINING PROG		25,000		-		
Total:	\$ 50,908	\$ 51,900	\$ 51,900	\$ 16,000	\$ (35,900)	-69.2%
615100 Mileage Reimbursement						
CAR ALLOWANCE		\$ 5,000		\$ -		
MILEAGE		10,000		3,600		
Total:	\$ 13,286	\$ 15,000	\$ 15,000	\$ 3,600	\$ (11,400)	-76.0%
615110 Travel						
AAPA		\$ 9,000		\$ 8,400		
CLIA LEADERSHIP FORUM CONF		-		2,500		
CRUISE 3SIXTY CONFERENCE		-		2,500		
CRUISE SHIPPING MIAMI CONF		-		5,000		
DOMESTIC SALES TRIPS / CONF		64,600		40,000		
INTL SALES TRIPS - ASIA		54,800		22,500		
INTL SALES TRIPS - BRAZIL		11,200		10,900		
INTL SALES TRIPS - INDIA		26,500		-		
INTL SALES TRIPS - OTHER		15,400		27,600		
NORTHWEST & CANADA CRUISE CONF		-		2,500		

Maritime
EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL FY 11/12	ORIGINAL BUDGET FY 12/13	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	CHANGE FROM ADJUSTED	
					dollars	pct
OPERATION SECURITY		1,000		-		
TRADE MISSIONS - ASIA		25,000		33,600		
TRADE MISSIONS - DOMESTIC		4,800		4,800		
TRADE MISSIONS - EUROPE		24,700		24,700		
TRADE MISSIONS - SOUTH AMERICA		22,000		18,000		
Total:	\$ 132,459	\$ 259,000	\$ 259,000	\$ 203,000	\$ (56,000)	-21.6%
620100 Services - Professional & Other						
APPRaisal SVCS		\$ 80,000		\$ 75,000		
CCTV WATCHSTANDER		235,200		186,000		
CUSTOMER SVCS TRAINING		15,000		-		
EXPORT INITIATIVE		-		40,000		
FACILITY ASSESSMENTS		-		50,000		
FACILITY SEC PLAN AUDITS		17,000		18,500		
INDUSTRIAL INFO SUBSCRIPTIONS		16,800		10,000		
INT'L SALES TRIP/TRADE MISSION		19,000		25,000		
MARITIME BUSINESS PLAN UPDATE		-		75,000		
MARITIME STUDIES		100,000		242,000		
MISC. PROFESSIONAL SVCS		13,400		-		
NATIONAL CITY LAND USE STUDY		-		45,000		
SECURITY SVCS - CARGO TERMINAL		409,300		410,900		
SECURITY SVCS - CRUISE/EVENTS		919,100		847,000		
SECURITY SVCS - MARSEC CHANGE		20,700		-		
WORLD TRADE CTR RESEARCH		35,000		75,000		
Total:	\$ 2,698,119	\$ 1,880,500	\$ 1,880,500	\$ 2,099,400	\$ 218,900	11.6%
620110 Services - Legal						
LEGAL COUNSEL		\$ 120,000		\$ -		
Total:	\$ 388,710	\$ 120,000	\$ 120,000	\$ -	\$ (120,000)	-100.0%
620130 Services - Operator Retention						
PASHA		\$ 2,417,300		\$ 2,860,200		
Total:	\$ 2,276,715	\$ 2,417,300	\$ 2,417,300	\$ 2,860,200	\$ 442,900	18.3%
630110 Equipment & Systems						
CARGO/CRUISE TERMINAL EQUIPMT		\$ 35,600		\$ 36,000		
Total:	\$ 192,543	\$ 35,600	\$ 35,600	\$ 36,000	\$ 400	1.1%
630120 Equipment Rental/Leasing						
CRUISE EQUIPMT/TENT RENTAL		\$ 43,000		\$ 48,400		
LIGHTS RENTAL - TAMT T/S 1 DEMO		-		9,600		
MO - WATER DISP/COOLERS		1,000		1,000		
NOAA OFFICE TRAILER / MISC. EQUIPMT		-		65,000		
SECURITY/STAFF OFFICE TRAILERS		2,400		18,000		
TEMPORARY FENCE RENTAL (CSF)		-		2,100		
TENANT OFFICE TRAILER (METRO)		-		2,400		
Total:	\$ 69,071	\$ 46,400	\$ 46,400	\$ 146,500	\$ 100,100	215.7%
630130 Office & Operating Supplies						
MO - SUPPLIES FOR 3 TERMINALS		\$ 27,000		\$ 14,400		
MP - AUTOCITE ENVELOPES		1,100		-		
MP - AUTOCITE PAPER		2,100		-		
MP - BUSINESS CARDS		1,500		1,200		
TWIC CARDS NEW/REPLACE		5,400		1,200		
Total:	\$ 26,738	\$ 37,100	\$ 37,100	\$ 16,800	\$ (20,300)	-54.7%

Maritime
EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL FY 11/12	ORIGINAL BUDGET FY 12/13	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	CHANGE FROM ADJUSTED	
					dollars	pct
630140 Postage & Shipping FEDEX (INT'L) POSTAGE		\$ 1,000		\$ 1,000		
		5,600		2,500		
Total:	\$ 2,618	\$ 6,600	\$ 6,600	\$ 3,500	\$ (3,100)	-47.0%
630150 Safety Equipment & Supplies CSO SAFETY EQUIPMENT TERMINAL SAFETY EQUIPMENT WHARFINGER SAFETY SUPPLIES		\$ 2,700		\$ -		
		2,100		2,100		
		5,000		5,000		
Total:	\$ 5,738	\$ 9,800	\$ 9,800	\$ 7,100	\$ (2,700)	-27.6%
630200 Uniforms UNIFORM ACCESSORIES - CSO UNIFORMS & CLEANING - CSO		\$ 900		\$ -		
		5,700		-		
Total:	\$ 8,958	\$ 6,600	\$ 6,600	\$ -	\$ (6,600)	-100.0%
640100 Space Rental CALIF SLC RENT, MOORING AREAS CRUISE PERSONNEL PARKING HS - CORONADO HOA LEASE HS ONE AMERICA PLAZA LEASE PORT SATELLITE OFFICE		\$ 11,000		\$ 11,000		
		35,000		75,000		
		7,200		7,200		
		66,000		51,300		
		125,000		-		
Total:	\$ 79,514	\$ 244,200	\$ 244,200	\$ 144,500	\$ (99,700)	-40.8%
640110 Telephone & Communications						
Total:	\$ 63,940	\$ -	\$ -	\$ -	\$ -	N/A
640130 Utilities-Water TERMINALS WATER METER/HYDRANT		\$ 2,100		\$ 2,100		
Total:	\$ 807	\$ 2,100	\$ 2,100	\$ 2,100	\$ -	0.0%
640150 Facility Management Services NATIONAL DISTRIBUTION CENTER		\$ 378,000		\$ 292,100		
Total:	\$ 375,491	\$ 378,000	\$ 378,000	\$ 292,100	\$ (85,900)	-22.7%
650100 Facilities Maintenance-Supplies CARGO/CRUISE TERMINALS RED COLOR PAVE FOR CST FLOORIN		\$ 5,000		\$ 5,000		
		-		15,100		
Total:	\$ 19,991	\$ 5,000	\$ 5,000	\$ 20,100	\$ 15,100	302.0%
650110 Facilities Maintenance-Outside Services GRAVEL - TAMT FRONT DIRT LOT JANITORIAL - B ST & BDWY TERMINALS K-RAIL		\$ 3,000		\$ 3,300		
		-		100,000		
		2,500		2,800		
Total:	\$ 1,307	\$ 5,500	\$ 5,500	\$ 106,100	\$ 100,600	1829.1%
650130 Equipment Maintenance-Outside Services OFFICE EQUIPMENT SHOREPOWER SYSTEMS - CST & TAMT TRAFFIC MESSAGE SIGNS		\$ 10,600		\$ 10,600		
		-		230,000		
		5,000		-		
Total:	\$ 5,725	\$ 15,600	\$ 15,600	\$ 240,600	\$ 225,000	1442.3%
650140 Software Maintenance						
Total:	\$ 11,995	\$ -	\$ -	\$ -	\$ -	N/A

Maritime
EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL FY 11/12	ORIGINAL BUDGET FY 12/13	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	CHANGE FROM ADJUSTED	
					dollars	pct
660110 Promotional Services						
BREAKBULK CONF - US & INTL		\$ -		\$ 3,400		
CRUISE SEASON KICK OFF MTG		1,000		500		
CRUISE SHIPPING MIAMI CONF		-		6,600		
CRUISE TRADE SHOWS		-		500		
CUSTOMER EVENTS		12,200		-		
DOMESTIC PROMOTIONS		-		10,000		
INDUSTRY / TRADE CONF - U.S. & INTL		-		6,100		
INDUSTRY EVENT SPONSORSHIPS		22,100		5,300		
INTL INDUSTRY CONFERENCES		8,300		-		
INTERNATIONAL SALES CALLS		-		1,000		
MARITIME ALLIANCE SPONSORSHIP		-		5,000		
MARITIME RETREAT		1,000		-		
MEALS W/US & INTL CUSTOMERS		19,100		-		
OPERATION CUSTOMER MTGS		600		500		
SALES TRIPS, TRADE MISSIONS		11,400		-		
Total:	\$ 58,597	\$ 75,700	\$ 75,700	\$ 38,900	\$ (36,800)	-48.6%
660120 Promotional Materials						
PROMOTIONAL ITEMS		\$ 20,000		\$ -		
Total:	\$ 21,808	\$ 20,000	\$ 20,000	\$ -	\$ (20,000)	-100.0%
660130 Svcs - Fire, Police, Rescue, Emergency						
CRUISE TERMINALS - CITY POLICE		\$ 6,800		\$ -		
Total:	\$ 5,352	\$ 6,800	\$ 6,800	\$ -	\$ (6,800)	-100.0%
670100 Bad Debt Expense						
Total:	\$ 1,086,266	\$ -	\$ -	\$ -	\$ -	N/A
670130 Permits/Certificates/License						
Total:	\$ 2,193	\$ -	\$ -	\$ -	\$ -	N/A
SUBTOTAL: NON-PERSONNEL EXPENSE	\$ 7,615,086	\$ 5,654,500	\$ 5,654,500	\$ 6,260,300	\$ 605,800	10.7%
GRAND TOTAL:	\$ 7,649,099	\$ 5,694,500	\$ 5,694,500	\$ 6,289,100	\$ 594,600	10.4%

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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 Port's strategic goals, particularly a Port that the public understands, trusts, and values.

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

Vision Statement

We are a catalyst for performance excellence, providing superior services, opportunities, and expertise, both to our external partners and within the organization in support of the Port's strategic plan.

Objectives

- Create and sustain positive relationships with stakeholders and the community at large via outreach efforts that educate and inform the public and others in a timely way on Port and related issues
- Develop marketing efforts to support the Port's maritime, tourism, and real estate-related businesses
- Raise awareness of the Port, its business lines, activities, and regional value. Focus areas include the Working Waterfront and maritime businesses, the Green Port program, environmental programs, and the Harbor Police Department
- 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 Revenue and Promotion Generating sponsorships
- Develop the administrative and financial means to create visitor attractions

- Deploy COMPASS strategic plan
- 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 and advertising
- Cruise marketing and advertising
- Cargo marketing and advertising
- Marketing for new business development and public private financing partnerships
- Media relations
- Community outreach on individual Port projects
- Speakers bureau management
- Speech and presentation development
- Development of 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 Port wide services and events
- Rental and management of the Port Pavilion event center
- Marketing sponsorship programs
- Activation activities
- Park permitting

The Marketing & Communications department currently has 17 permanent positions.

Marketing & Communications

SUMMARY OF DEPARTMENTAL EXPENSE

	ACTUAL RESULTS FY 11/12	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	INC/(DEC) FY 13/14-12/13 BUDGET	% CHANGE
Personnel Expense	\$ 2,006,585	\$ 3,219,500	\$ 2,340,100	\$ (879,400)	-27.3%
Non-Personnel Expense	3,360,624	3,113,900	1,721,600	(1,392,300)	-44.7%
Total Direct Expense	\$ 5,367,208	\$ 6,333,400	\$ 4,061,700	\$ (2,271,700)	-35.9%
Less: Capitalized Expense	-	-	-	-	-
Equipment Outlay	17,774	17,800	-	(17,800)	-100.0%
TOTAL DEPARTMENTAL EXPENSE	\$ 5,384,982	\$ 6,351,200	\$ 4,061,700	\$ (2,289,500)	-36.0%

PERSONNEL EXPENSE

	ACTUAL RESULTS FY 11/12	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	INC/(DEC) FY 13/14-12/13 BUDGET	% CHANGE
Salaries and Wages	\$ 1,225,896	\$ 1,880,100	\$ 1,329,100	\$ (551,000)	-29.3%
Overtime	1,051	20,500	13,000	(7,500)	-36.6%
Burden	590,129	1,037,800	836,900	(200,900)	-19.4%
OPEB Annual Expense	144,486	243,600	161,100	(82,500)	-33.9%
Temporary Personnel	45,023	37,500	-	(37,500)	-100.0%
TOTAL PERSONNEL EXPENSE	\$ 2,006,585	\$ 3,219,500	\$ 2,340,100	\$ (879,400)	-27.3%

Marketing & Communications

PERMANENT POSITIONS

Transfer: 1 Administrative Assistant I (Classified) to Human Resources
 1 Administrative Assistant II (Classified) from Engineering
 2 Customer Relations Assistant to Office of the District Clerk
 1 Manager, Marketing & Communications to Environmental & Land Use Management
 1 Marketing/Public Relations Representative to Maritime
 1 Principal, Business Dev & Finance to Engineering - Construction
 1 Senior Training & Organizational Development Specialist to Human Resources
 1 Staff Assistant I (Classified) to Business Information & Technology Services

Retitle: 1 Manager, Community Services to 1 Manager, Business Development & Recreation Services

Eliminate: 1 Special Events Associate
 1 Staff Assistant I (Classified)

POSITION TITLE	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14
Administrative Assistant I (Classified)	1	0
Administrative Assistant II (Classified)	0	1
Community Relations Liaison Associate	1	1
Customer Relations Assistant	2	0
Director, Marketing & Communications	1	1
Executive Assistant I (Classified)	1	1
Graphic Designer	1	1
Manager, Business Development & Recreation Services	0	1
Manager, Community Services	1	0
Manager, Marketing & Communications	1	0
Marketing/Public Relations Representative	3	2
Park Permit Coordinator	1	1
Photojournalist	1	1
Principal Marketing/Public Relations Rep	2	2
Principal, Business Dev & Finance	1	0
Senior Management Analyst	1	1
Senior Training&Org. Dev. Specialist	1	0
Senior Web Developer	1	1
Special Events Associate	1	0
Staff Assistant I (Classified)	2	0
Staff Assistant II	1	1
Vice President, Strategy & Business Dev	1	1
Web Content Specialist	1	1
TOTAL	26	17

STUDENT POSITIONS

POSITION TITLE	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14
Intern	4	1
TOTAL	4	1

Marketing & Communications
EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL FY 11/12	ORIGINAL BUDGET FY 12/13	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	CHANGE FROM ADJUSTED	
					dollars	pct
600110 Overtime						
EXPANDED PORT PAVILION DUTIES		\$ 7,500		\$ -		
MISCELLANEOUS		13,000		13,000		
Total:	\$ 1,051	\$ 20,500	\$ 20,500	\$ 13,000	\$ (7,500)	-36.6%
600120 Temporary Personnel						
MISCELLANEOUS		\$ 37,500		\$ -		
Total:	\$ 45,023	\$ 37,500	\$ 37,500	\$ -	\$ (37,500)	-100.0%
SUBTOTAL: OVERTIME & TEMPS	\$ 46,074	\$ 58,000	\$ 58,000	\$ 13,000	\$ (45,000)	-77.6%
610110 Books & Periodicals						
BOOKS & PERIODICALS		\$ 3,000		\$ -		
PROF & MEDIA PUBLICATIONS		2,000		-		
Total:	\$ 3,380	\$ 5,000	\$ 5,000	\$ -	\$ (5,000)	-100.0%
610115 Employee Recognition						
EMPLOYEE RECOGNITION		\$ 1,300		\$ 1,200		
Total:	\$ 326	\$ 1,300	\$ 1,300	\$ 1,200	\$ (100)	-7.7%
610120 Memberships & Dues						
CALIFORNIA TRAVEL INDUSTRY		\$ 1,000		\$ -		
CRUISE LINES INTERNATIONAL		4,000		-		
FLORIDA CARIBBEAN CRUISE		11,000		-		
MEMBERSHIP & DUES		14,000		36,600		
PROFESSIONAL ORGANIZATIONS		1,000		-		
SO CA LEADERSHIP COUNCIL		20,000		-		
Total:	\$ 97,272	\$ 51,000	\$ 51,000	\$ 36,600	\$ (14,400)	-28.2%
610140 Seminars & Training						
PORT LEARNING CENTER MATERIALS		\$ 80,000		\$ -		
SEMINARS & TRAINING		20,000		4,300		
TECHNICAL AND PROFESSIONAL		3,000		-		
Total:	\$ 75,094	\$ 103,000	\$ 103,000	\$ 4,300	\$ (98,700)	-95.8%
615100 Mileage Reimbursement						
MILEAGE REIMBURSEMENT		\$ -		\$ 8,400		
PARKING / CAR ALLOWANCE		20,400		-		
Total:	\$ 14,816	\$ 20,400	\$ 20,400	\$ 8,400	\$ (12,000)	-58.8%
615110 Travel						
BUSINESS DEVELOPMENT		\$ 29,000		\$ -		
CRUISE TRAVEL		30,000		-		
TECHNICAL/TRNG/PROFESSIONAL		3,000		-		
Total:	\$ 51,647	\$ 62,000	\$ 62,000	\$ -	\$ (62,000)	-100.0%

Marketing & Communications

EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL FY 11/12	ORIGINAL BUDGET FY 12/13	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	CHANGE FROM ADJUSTED	
					dollars	pct
620100 Services - Professional & Other						
ACTIVATION CONSULTANT		\$ 157,000		\$ -		
ANNUAL REPORT		19,000		-		
BIG BAY BROCHURE PRINTING		9,500		-		
BROCHURE DISTRIBUTION		13,000		13,000		
CRUISE SHIP SCHEDULE PRINTING		10,000		-		
ECONOMIC IMPACT REPORT		50,000		-		
EVENTS		-		80,000		
MARKET RESEARCH		28,500		-		
MARKETING SPONSORSHIP		500,000		500,000		
PHOTOS, PRINTS, & DISPLAYS		10,000		6,000		
PORT BRANDING		75,000		-		
PRINTING SERVICES		58,900		40,000		
PUBLIC RELATIONS CONSULTANT		255,000		-		
SERVICE CONTRACTS		100,000		135,000		
STRATEGIC PLANNING		-		100,000		
TABLES/BOOTH SPONSORSHIPS		-		80,000		
VIDEO SERVICES		2,600		5,000		
WATERFRONT ACTIVATION-SPEC EVENT		200,000		-		
Total:	\$ 1,896,011	\$ 1,488,500	\$ 1,488,500	\$ 959,000	\$ (529,500)	-35.6%
630110 Equipment & Systems						
DISPLAY CASE		\$ 3,000		\$ -		
ERGONOMIC ITEMS		500		-		
Total:	\$ 11,223	\$ 3,500	\$ 3,500	\$ -	\$ (3,500)	-100.0%
630120 Equipment Rental/Leasing						
SPECIAL EVENT RENTALS		\$ 50,000		\$ 50,000		
Total:	\$ 69,802	\$ 50,000	\$ 50,000	\$ 50,000	\$ -	0.0%
630130 Office & Operating Supplies						
OFFICE & GRAPHIC ART SUPPLIES		\$ 18,500		\$ 14,400		
PORT LEARNING CENTER SUPPLIES		10,000		-		
Total:	\$ 13,620	\$ 28,500	\$ 28,500	\$ 14,400	\$ (14,100)	-49.5%
630140 Postage & Shipping						
ANNUAL REPORT		\$ 4,000		\$ -		
POSTAGE		3,000		2,700		
Total:	\$ 624	\$ 7,000	\$ 7,000	\$ 2,700	\$ (4,300)	-61.4%
630150 Safety Equipment & Supplies						
Total:	\$ 35	\$ -	\$ -	\$ -	\$ -	N/A
640110 Telephone & Communications						
Total:	\$ 24,582	\$ -	\$ -	\$ -	\$ -	N/A
660100 Advertising						
ADVERTISING AGENCY CONTRACT		\$ 650,000		\$ -		
CORPORATE /COMMUNITY OUTREACH		20,000		20,000		
CORPORATE ADVERTISING FEES		100,000		-		
CORPORATE ADVERTISING MEDIA		-		125,000		
CRUISE		85,000		85,000		
ENVIRONMENTAL / GREEN PORT		50,000		-		
MARITIME		60,000		75,000		
MARKETING SERVICES		-		250,000		
RADIO TRAFFIC SPONSORSHIP		85,000		-		
REAL ESTATE		25,000		-		
Total:	\$ 914,690	\$ 1,075,000	\$ 1,075,000	\$ 555,000	\$ (520,000)	-48.4%

Marketing & Communications

EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL FY 11/12	ORIGINAL BUDGET FY 12/13	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	CHANGE FROM ADJUSTED	
					dollars	pct
660110 Promotional Services						
COMM AWARD COMPETITION		\$ 1,500		\$ -		
CRUISE THE WEST		11,000		-		
CRUISE TRADESHOWS/CONFERENCES		41,000		-		
MARKETING PROMOTIONS		30,000		30,000		
TRADE SHOWS AND CONFERENCES		-		40,000		
Total:	\$ 142,372	\$ 83,500	\$ 83,500	\$ 70,000	\$ (13,500)	-16.2%
660120 Promotional Materials						
PROMOTIONAL ITEMS/MATERIALS		\$ 45,000		\$ 20,000		
SIGNAGE		50,000		-		
SPECIAL EVENT MATERIALS		40,000		-		
Total:	\$ 45,130	\$ 135,000	\$ 135,000	\$ 20,000	\$ (115,000)	-85.2%
670130 Permits/Certificates/License						
PERMIT/CERT/LICENSE		\$ 200		\$ -		
Total:	\$ -	\$ 200	\$ 200	\$ -	\$ (200)	-100.0%
SUBTOTAL: NON-PERSONNEL EXPENSE	\$ 3,360,624	\$ 3,113,900	\$ 3,113,900	\$ 1,721,600	\$ (1,392,300)	-44.7%
GRAND TOTAL:	\$ 3,406,698	\$ 3,171,900	\$ 3,171,900	\$ 1,734,600	\$ (1,437,300)	-45.3%

Corporate Communications

SUMMARY OF DEPARTMENTAL EXPENSE

	ACTUAL RESULTS FY 11/12	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	INC/(DEC) FY 13/14-12/13 BUDGET	% CHANGE
Personnel Expense	\$ 1,883,353	\$ -	\$ -	\$ -	-
Non-Personnel Expense	414,553	-	-	-	-
Total Direct Expense	\$ 2,297,905	\$ -	\$ -	\$ -	-
Less: Capitalized Expense	-	-	-	-	-
Equipment Outlay	-	-	-	-	-
TOTAL DEPARTMENTAL EXPENSE	\$ 2,297,905	\$ -	\$ -	\$ -	-

PERSONNEL EXPENSE

	ACTUAL RESULTS FY 11/12	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	INC/(DEC) FY 13/14-12/13 BUDGET	% CHANGE
Salaries and Wages	\$ 1,043,849	\$ -	\$ -	\$ -	-
Overtime	21,964	-	-	-	-
Burden	627,635	-	-	-	-
OPEB Annual Expense	135,841	-	-	-	-
Temporary Personnel	54,063	-	-	-	-
TOTAL PERSONNEL EXPENSE	\$ 1,883,353	\$ -	\$ -	\$ -	-

Note:

In FY 12/13, Corporate Communications merged with Business Development & Marketing to create Marketing & Communications.

Corporate Communications

EXPENSE BUDGET BREAKDOWN

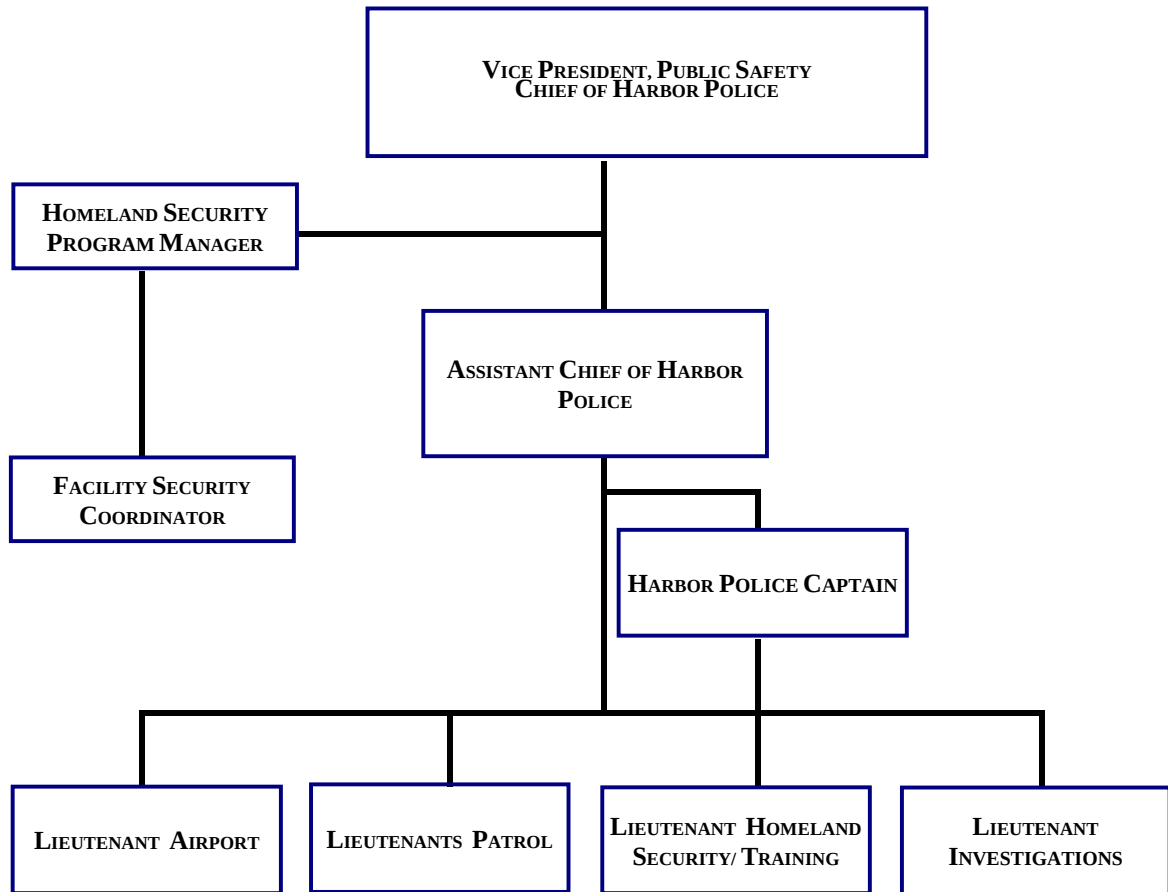
ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL FY 11/12	ORIGINAL BUDGET FY 12/13	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	CHANGE FROM ADJUSTED	
					dollars	pct
600110 Overtime						
Total:	\$ 21,964	\$ -	\$ -	\$ -	\$ -	N/A
600120 Temporary Personnel						
Total:	\$ 54,063	\$ -	\$ -	\$ -	\$ -	N/A
SUBTOTAL: OVERTIME & TEMPS	\$ 76,027	\$ -	\$ -	\$ -	\$ -	N/A
610100 Awards - Service						
Total:	\$ 90	\$ -	\$ -	\$ -	\$ -	N/A
610110 Books & Periodicals						
Total:	\$ 2,582	\$ -	\$ -	\$ -	\$ -	N/A
610115 Employee Recognition						
Total:	\$ 279	\$ -	\$ -	\$ -	\$ -	N/A
610120 Memberships & Dues						
Total:	\$ 6,608	\$ -	\$ -	\$ -	\$ -	N/A
610140 Seminars & Training						
Total:	\$ 9,020	\$ -	\$ -	\$ -	\$ -	N/A
615100 Mileage Reimbursement						
Total:	\$ 13,243	\$ -	\$ -	\$ -	\$ -	N/A
615110 Travel						
Total:	\$ 20,689	\$ -	\$ -	\$ -	\$ -	N/A
620100 Services - Professional & Other						
Total:	\$ 291,860	\$ -	\$ -	\$ -	\$ -	N/A
620110 Services - Legal						
Total:	\$ (285)	\$ -	\$ -	\$ -	\$ -	N/A
630110 Equipment & Systems						
Total:	\$ 15,004	\$ -	\$ -	\$ -	\$ -	N/A
630120 Equipment Rental/Leasing						
Total:	\$ 1,268	\$ -	\$ -	\$ -	\$ -	N/A
630130 Office & Operating Supplies						
Total:	\$ 8,195	\$ -	\$ -	\$ -	\$ -	N/A

Corporate Communications
EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL FY 11/12	ORIGINAL BUDGET FY 12/13	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	CHANGE FROM ADJUSTED	
					dollars	pct
630140 Postage & Shipping						
Total:	\$ 446	\$ -	\$ -	\$ -	\$ -	N/A
640110 Telephone & Communications						
Total:	\$ 23,554	\$ -	\$ -	\$ -	\$ -	N/A
650120 Equipment Maintenance-Supplies						
Total:	\$ (0)	\$ -	\$ -	\$ -	\$ -	N/A
650130 Equipment Maintenance-Outside Services						
Total:	\$ 3,363	\$ -	\$ -	\$ -	\$ -	N/A
660100 Advertising						
Total:	\$ 1,294	\$ -	\$ -	\$ -	\$ -	N/A
660110 Promotional Services						
Total:	\$ 13,506	\$ -	\$ -	\$ -	\$ -	N/A
660120 Promotional Materials						
Total:	\$ 3,777	\$ -	\$ -	\$ -	\$ -	N/A
670130 Permits/Certificates/License						
Total:	\$ 60	\$ -	\$ -	\$ -	\$ -	N/A
SUBTOTAL: NON-PERSONNEL EXPENSE	\$ 414,553	\$ -	\$ -	\$ -	\$ -	N/A
GRAND TOTAL:	\$ 490,580	\$ -	\$ -	\$ -	\$ -	N/A

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PUBLIC SAFETY



The purpose of the Public Safety division is to provide safety, protection, and law enforcement to the Port of San Diego. The Harbor Police Department provides police and fire protection to San Diego Bay, as well as police services to San Diego International Airport. The Vice President of Public Safety (Chief of Harbor Police) reports to the Executive Vice President, Administration. Under the direction of the Vice President, Public Safety; Homeland Security, Facility Security, and Law Enforcement combine to protect and serve those who work, play, and visit the Port of San Diego.

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Public Safety Summary

FY 13/14 DIVISION BUDGET SUMMARY

	ACTUAL RESULTS FY 11/12	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	INC/(DEC) FY 13/14-12/13 BUDGET	% CHANGE
EXPENSE BY COST CENTER:					
Harbor Police Department	\$ 28,736,682	\$ 29,803,200	\$ 30,470,800	\$ 667,600	2.2%
TOTAL DIRECT EXPENSE	\$ 28,736,682	\$ 29,803,200	\$ 30,470,800	\$ 667,600	2.2%
EQUIPMENT OUTLAY	\$ 235,810	\$ 473,000	\$ 698,600	\$ 225,600	47.7%
TOTAL DIVISION	\$ 28,972,492	\$ 30,276,200	\$ 31,169,400	\$ 893,200	3.0%
STAFFING BUDGET	157	157	154	-3	-1.9%

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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 Port and is charged with the responsibility of implementing and coordinating public safety and homeland security measures on Port Tidelands, San Diego Bay, and the San Diego International Airport
- 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

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
- 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 154 permanent positions.

Harbor Police Department

SUMMARY OF DEPARTMENTAL EXPENSE

	ACTUAL RESULTS FY 11/12	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	INC/(DEC) FY 13/14-12/13 BUDGET	% CHANGE
Personnel Expense	\$ 27,335,922	\$ 28,283,900	\$ 29,112,000	\$ 828,100	2.9%
Non-Personnel Expense	1,400,760	1,519,300	1,358,800	(160,500)	-10.6%
Total Direct Expense	\$ 28,736,682	\$ 29,803,200	\$ 30,470,800	\$ 667,600	2.2%
Less: Capitalized Expense	-	-	-	-	-
Equipment Outlay	235,810	473,000	698,600	225,600	47.7%
TOTAL DEPARTMENTAL EXPENSE	\$ 28,972,492	\$ 30,276,200	\$ 31,169,400	\$ 893,200	3.0%

PERSONNEL EXPENSE

	ACTUAL RESULTS FY 11/12	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	INC/(DEC) FY 13/14-12/13 BUDGET	% CHANGE
Salaries and Wages	\$ 14,258,779	\$ 14,505,700	\$ 15,544,700	\$ 1,039,000	7.2%
Overtime	1,546,014	1,509,000	1,141,500	(367,500)	-24.4%
Burden	9,980,254	10,798,400	10,917,700	119,300	1.1%
OPEB Annual Expense	1,516,069	1,470,800	1,508,100	37,300	2.5%
Temporary Personnel	34,807	-	-	-	-
TOTAL PERSONNEL EXPENSE	\$ 27,335,922	\$ 28,283,900	\$ 29,112,000	\$ 828,100	2.9%

Harbor Police Department

PERMANENT POSITIONS

Transfer: 5 Community Service Officer from Maritime Operations

1 Community Service Officer Supervisor from Maritime Operations

Retitle: 1 Facility Security Officer to 1 Facility Security Coordinator

Eliminate: 5 Harbor Police Officer, 2 Community Service Officer, 1 Assistant Facility Security Officer, and 1 Crime Intelligence Analyst

POSITION TITLE	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14
Administrative Assistant II (Classified)	1	1
Assistant Chief of Harbor Police	1	1
Assistant Facility Security Officer	1	0
Assistant to Vice President	1	1
Community Service Officer	0	3
Community Service Officer Supervisor	0	1
Crime Intelligence Analyst	1	0
Facility Security Coordinator	0	1
Facility Security Officer	1	0
Harbor Police Captain	1	1
Harbor Police Corporal	15	15
Harbor Police Lieutenant	5	5
Harbor Police Officer	90	85
Harbor Police Sergeant	17	17
Homeland Security Program Manager	1	1
Human Resources Technician (Unclassified)	1	1
Lead Public Safety Dispatcher	4	4
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	1
Vice President, Public Safety/Chief of HP	1	1
TOTAL	157	154

STUDENT POSITIONS

POSITION TITLE	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14
Intern	2	0
TOTAL	2	0

Harbor Police Department

EQUIPMENT OUTLAY

DESCRIPTION	REASON	QTY	UNIT COST	TOTAL COST
*ENHANCED DIGITAL RADAR SYSTEMS	N	5	\$ 20,000	\$ 100,000
*THERMAL IMAGERS	N	5	40,000	200,000
**MID-SIZE 4X4 CREW CAB (IB)	R	1	35,000	35,000
**MID-SIZE 4X4 SUV (IB)	R	1	35,000	35,000
**MINI CARGO VAN	R	1	24,000	24,000
15 PASSENGER VAN	R	1	35,000	35,000
BUILDOUT FOR K9 VEHICLE	R	1	27,000	27,000
BUILDOUT FOR POLICE PATROL VEHICLE	R	1	29,000	29,000
K9 SUV	R	1	36,000	36,000
MOBILE DATA COMPUTERS	R	5	8,000	40,000
POLICE PATROL VEHICLE (SUV)	R	1	31,000	31,000
VARIOUS EQPT FOR IMPERIAL BEACH	R	1	106,600	106,600
TOTAL		24		\$ 698,600

* 75 % Grant Funded.

** Items carried over from FY 12/13 budget.

Harbor Police Department

EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL FY 11/12	ORIGINAL BUDGET FY 12/13	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	CHANGE FROM ADJUSTED	
					dollars	pct
600110 Overtime						
ADMINISTRATIVE SUPPORT		\$ 8,000		\$ 2,000		
DISPATCH		37,500		24,100		
DIVE TEAM		74,000		70,000		
LAW ENFORCEMENT OPERATIONS		210,000		120,000		
RECRUITING		5,000		-		
REIMBURSED EVENTS		220,000		183,400		
SPECIAL EVENTS		90,000		91,000		
SWORN MANDATORY STAFFING		272,000		158,000		
TRAINING DISPATCH		7,500		8,000		
TRAINING SWORN		585,000		485,000		
Total:	\$ 1,546,014	\$ 1,509,000	\$ 1,509,000	\$ 1,141,500	\$ (367,500)	-24.4%
600120 Temporary Personnel						
Total:	\$ 34,807	\$ -	\$ -	\$ -	\$ -	N/A
SUBTOTAL: OVERTIME & TEMPS	\$ 1,580,821	\$ 1,509,000	\$ 1,509,000	\$ 1,141,500	\$ (367,500)	-24.4%
610100 Awards - Service						
VP SERVICE AWARDS		\$ 1,100		\$ -		
Total:	\$ 1,400	\$ 1,100	\$ 1,100	\$ -	\$ (1,100)	-100.0%
610110 Books & Periodicals						
LEGAL MANUALS		\$ 900		\$ 1,200		
POST ACADEMY TRAINING BOOKS		1,600		-		
PROFESSIONAL DEVELOPMENT BOOKS		900		-		
STATE & FEDERAL CODE		4,000		4,000		
SUBSCRIPTIONS		300		-		
Total:	\$ 7,619	\$ 7,700	\$ 7,700	\$ 5,200	\$ (2,500)	-32.5%
610115 Employee Recognition						
EMPLOYEE RECOGNITION		\$ 6,400		\$ 6,100		
Total:	\$ 6,405	\$ 6,400	\$ 6,400	\$ 6,100	\$ (300)	-4.7%
610120 Memberships & Dues						
MEMBERSHIPS & DUES		\$ 4,100		\$ 2,800		
Total:	\$ 3,040	\$ 4,100	\$ 4,100	\$ 2,800	\$ (1,300)	-31.7%
610140 Seminars & Training						
ACADEMY (ENTRY LEVEL OFFICER)		\$ 2,700		\$ -		
AIRPORT SPECIFIC TRAINING		10,000		4,300		
CLERICAL SUPPORT TRAINING		900		900		
CSO TRAINING		-		200		
DEFENSIVE TACTICS COURSE		500		200		
DISPATCH TRAINING COURSES		3,000		3,600		
DIVE TRAINING		-		1,100		
FIREARMS ARMORER & INSTRUCTOR		1,000		400		
FTO		500		200		
HOMELAND SECURITY TRAINING		4,400		2,000		
IED TACTICAL TRAINING		50,000		-		
MANDATED TRAINING (POST)		5,000		2,100		
MARINE		3,000		1,300		
MGMT/SUPRVR/LEADERSHIP TRNG		2,000		900		
RANGE USE FEES		3,500		300		
ROT - POST		1,000		2,000		
SEMINARS AND TRAINING		700		400		
TACTICAL TRAINING		-		6,200		
WATERBORNE IED TRAINING		20,000		-		
Total:	\$ 30,445	\$ 108,200	\$ 108,200	\$ 26,100	\$ (82,100)	-75.9%

Harbor Police Department

EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL FY 11/12	ORIGINAL BUDGET FY 12/13	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	CHANGE FROM ADJUSTED	
					dollars	pct
615100 Mileage Reimbursement						
CAR ALLOWANCE/MILEAGE		\$ 20,000		\$ -		
MILEAGE REIMBURSEMENT		-		18,000		
Total:	\$ 25,364	\$ 20,000	\$ 20,000	\$ 18,000	\$ (2,000)	-10.0%
615110 Travel						
AIRPORT SPECIFIC TRAVEL		\$ 8,000		\$ 8,000		
CHIEFS' & SHERIFF'S ASSOC. RET		1,000		500		
COMMAND STAFF TRAVEL		1,000		-		
DISPATCH TRAINING COURSES		2,000		1,000		
HOMELAND SECURITY TRAINING		5,000		-		
MARITIME LAW ENFORCEMENT TRNG CTR		-		45,800		
MGMT/SUPRVR/LEADERSHIP TRNG		5,000		-		
RECRUITING/BACKGROUNDS		2,000		-		
TRAINING RELATED TRAVEL		7,500		7,500		
TRAVEL		1,500		-		
Total:	\$ 49,778	\$ 33,000	\$ 33,000	\$ 62,800	\$ 29,800	90.3%
620100 Services - Professional & Other						
ARMORED CAR SERVICES		\$ 3,000		\$ -		
COMPUTER SVCS-SUN, ARJIS, ETC		58,400		52,400		
FINGERPRINT CHECKS-EMPLOYMENT		2,000		-		
HLS STRATEGIC PLAN UPDATE		-		30,000		
MEDICAL EXAMS (SART)		1,000		3,000		
PROFESSIONAL SERVICES		15,800		16,900		
SHERIFF'S DEPT PROPERTY RETEN		3,300		3,000		
SUB-SURFACE MAPPING AND GIS		75,000		-		
VESSEL TOWING SERVICES		12,000		25,000		
VETERINARIAN SERVICES		5,000		5,000		
Total:	\$ 139,349	\$ 175,500	\$ 175,500	\$ 135,300	\$ (40,200)	-22.9%
620110 Services - Legal						
SERVICES - LEGAL		\$ 2,800		\$ -		
Total:	\$ 5,443	\$ 2,800	\$ 2,800	\$ -	\$ (2,800)	-100.0%
620120 Services - Construction						
Total:	\$ 6,000	\$ -	\$ -	\$ -	\$ -	N/A
630110 Equipment & Systems						
AEDS		\$ 2,000		\$ 2,000		
COMPUTER HARDWARE		38,400		44,400		
COMPUTER SOFTWARE		2,500		-		
DEFENSIVE TACTICS TRNG EQPT		500		500		
DISPATCH EQUIPMENT		4,500		4,800		
DIVE TEAM EQUIPMENT		27,200		27,200		
EMERGENCY VEH TRNG EQPT		4,200		1,100		
FURNITURE		9,500		-		
HOMELAND SECURITY EOC EQPT		-		500		
K9 KENNEL & SUPPLIES		6,000		6,000		
K9 SUPPLIES (NON-FOOD)		2,000		2,000		
OFFICE EQUIPMENT		1,500		1,500		
PC SYSTEM W/ MONITOR		19,000		-		
POLICE EQUIPMENT		25,500		15,000		
POWER SOURCES (BATTERIES, UPS)		2,000		2,000		
RSVP PROGRAM		800		800		
TRAFFIC TEAM EQUIPMENT		-		200		
VESSELS/FIRE		27,000		17,000		
WEAPONS TRAINING UNIT EQPT		4,300		1,000		
Total:	\$ 141,672	\$ 176,900	\$ 176,900	\$ 126,000	\$ (50,900)	-28.8%

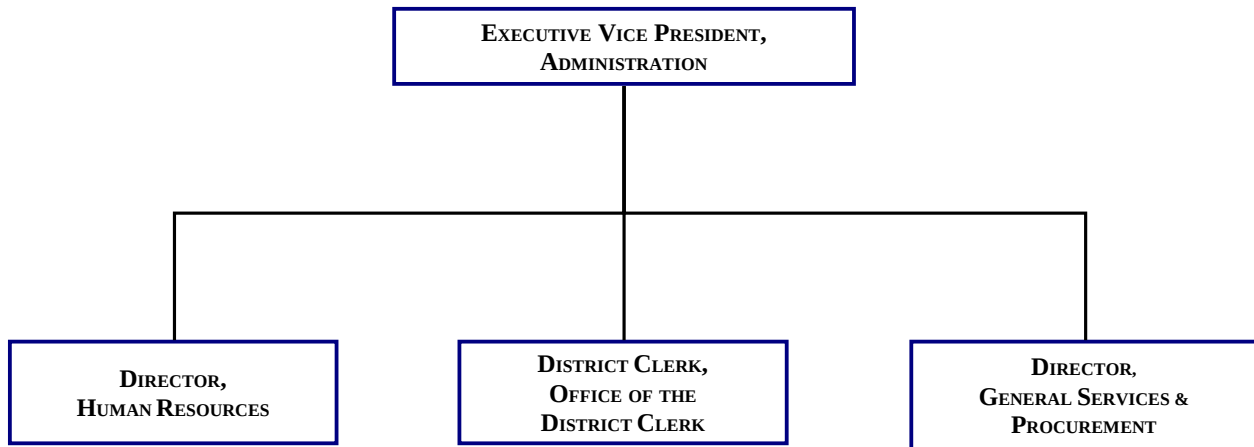
Harbor Police Department
EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL FY 11/12	ORIGINAL BUDGET FY 12/13	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	CHANGE FROM ADJUSTED	
					dollars	pct
630120 Equipment Rental/Leasing JULY 4TH EQUIPMENT TRAILERS		\$ 2,200		\$ 2,200		
		30,000		36,700		
Total:	\$ 29,263	\$ 32,200	\$ 32,200	\$ 38,900	\$ 6,700	20.8%
630130 Office & Operating Supplies OFFICE SUPPLIES OPERATING SUPPLIES PRINTING		\$ 24,000		\$ 21,000		
		24,000		23,000		
		10,000		7,200		
Total:	\$ 44,667	\$ 58,000	\$ 58,000	\$ 51,200	\$ (6,800)	-11.7%
630140 Postage & Shipping POSTAGE & SHIPPING		\$ 8,000		\$ 7,000		
Total:	\$ 5,680	\$ 8,000	\$ 8,000	\$ 7,000	\$ (1,000)	-12.5%
630150 Safety Equipment & Supplies AMMUNITION - .223 AMMUNITION - .45 AND 9MM CSO SAFETY EQUIPMENT FIRE TURNOUT GEAR FIRST AID SUPPLIES FORCE TACTICS UNIT EQUIPMENT HOMELAND SECURITY EQUIPMENT PROTECTIVE VESTS RAIN GEAR SAFETY SHOES (PER MOU) TASER EQUIPMENT & REPLACEMENT WEAPONS/PARTS		\$ 88,000 8,200 - 32,000 2,000 500 - 18,400 2,000 200 16,600 -		\$ 80,000 8,200 3,200 10,800 1,500 500 300 20,100 2,000 200 3,000 13,000		
Total:	\$ 148,949	\$ 167,900	\$ 167,900	\$ 142,800	\$ (25,100)	-14.9%
630170 Fuel & Lubricants OPERATION STONEGARDEN		\$ 70,600		\$ -		
Total:	\$ 49,041	\$ 70,600	\$ 70,600	\$ -	\$ (70,600)	-100.0%
630200 Uniforms BADGES, PINS, PATCHES REPLACE DAMAGED UNIFORM ITEMS UNIFORM FOR RSVPS UNIFORMS - COMMUNITY SERV OFFICERS UNIFORMS - DISPATCH (PER MOU) UNIFORMS - SWORN (PER MOU) UNIFORMS FOR HONOR GUARD		\$ 5,800 2,000 3,000 - 4,900 195,000 1,000		\$ 2,000 1,700 1,700 4,100 5,500 163,800 800		
Total:	\$ 198,566	\$ 211,700	\$ 211,700	\$ 179,600	\$ (32,100)	-15.2%
640110 Telephone & Communications 3CS DATA LINES CDPD LINES (WIRELESS CONNECT) CELLULAR SERVICE DIRECTV MONTHLY SERVICE MOBILE LOCK SERVICES RCS RADIO FEES SATELLITE PHONES TELEPHONE EQUIPMENT TELEPHONE SERVICE		\$ 3,000 30,000 15,300 2,000 1,000 75,000 8,000 5,000 160,000		\$ - 30,000 15,300 2,000 1,000 75,000 8,000 5,000 147,600		
Total:	\$ 316,143	\$ 299,300	\$ 299,300	\$ 283,900	\$ (15,400)	-5.1%

Harbor Police Department
EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL FY 11/12	ORIGINAL BUDGET FY 12/13	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	CHANGE FROM ADJUSTED	
					dollars	pct
650100 Facilities Maintenance-Supplies						
REPLACE DISPATCH WINDOWS		\$ -		\$ 8,400		
Total:	\$ -	\$ -	\$ -	\$ 8,400	\$ 8,400	N/A
650120 Equipment Maintenance-Supplies						
Total:	\$ 1,076	\$ -	\$ -	\$ -	\$ -	N/A
650130 Equipment Maintenance-Outside Services						
CAR TOWING		\$ 1,000		\$ -		
DISPATCH RECORDER MAINTENANCE		3,700		3,700		
DIVE TEAM EQUIPMENT		12,000		10,000		
FIRE EQUIPMENT		22,400		18,500		
GEN EQPT MAINTENANCE		3,000		3,000		
MAINTENANCE CONTRACTS & EQUIP		10,500		21,500		
TRAFFIC SIGNS MAINT & REPAIRS		-		5,000		
Total:	\$ 40,968	\$ 52,600	\$ 52,600	\$ 61,700	\$ 9,100	17.3%
650140 Software Maintenance						
DISPATCH PACKET CLUSTER LICENS		\$ 12,000		\$ 15,000		
LOGISYS CONTRACT		50,000		57,500		
NETRMS ANNUAL FEES		15,000		1,800		
Total:	\$ 52,022	\$ 77,000	\$ 77,000	\$ 74,300	\$ (2,700)	-3.5%
660110 Promotional Services						
PROMO SERVICES, GENERAL		\$ 1,700		\$ 600		
RECRUITING ACTIVITIES		2,000		200		
RSVP APPRECIATION		1,000		500		
Total:	\$ 3,589	\$ 4,700	\$ 4,700	\$ 1,300	\$ (3,400)	-72.3%
660120 Promotional Materials						
PROMOTIONAL & RECRUITING SUPPL		\$ 1,600		\$ -		
Total:	\$ 3,391	\$ 1,600	\$ 1,600	\$ -	\$ (1,600)	-100.0%
660130 Svcs - Fire, Police, Rescue, Emergency						
CITY POLICE SVS/TRAFFIC CONTROL		\$ -		\$ 6,800		
Total:	\$ -	\$ -	\$ -	\$ 6,800	\$ 6,800	N/A
660136 Grant Funded Expenditures						
CONTINUITY OF OPERATIONS PLAN		\$ -		\$ 30,000		
EQUIPMENT - SHSGP		-		15,700		
FUEL-OPERATION STONEGARDEN		-		50,000		
PORT SECURITY GRANT - 12		-		24,900		
Total:	\$ -	\$ -	\$ -	\$ 120,600	\$ 120,600	N/A
670100 Bad Debt Expense						
Total:	\$ 42	\$ -	\$ -	\$ -	\$ -	N/A
670130 Permits/Certificates/License						
Total:	\$ 10,673	\$ -	\$ -	\$ -	\$ -	N/A
680100 Seized Asset/Forfeitures-Harbor Police						
Total:	\$ 80,175	\$ -	\$ -	\$ -	\$ -	N/A
SUBTOTAL: NON-PERSONNEL EXPENSE	\$ 1,400,760	\$ 1,519,300	\$ 1,519,300	\$ 1,358,800	\$ (160,500)	-10.6%
GRAND TOTAL:	\$ 2,981,581	\$ 3,028,300	\$ 3,028,300	\$ 2,500,300	\$ (528,000)	-17.4%

ADMINISTRATION



The Administration Division is responsible for managing, directing, and integrating the functions, programs and activities of Port-wide Human Resources, District Clerk, Equal Opportunity Management, and General Services & Procurement. The Executive Vice President, Administration is the Port's lead negotiator for labor negotiations and provides strategic leadership and the delivery of centralized corporate, administrative, and maintenance support services.

The Executive Vice President, Administration is also responsible for overseeing the Public Safety division (see Section 4).

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Administration Summary

FY 13/14 DIVISION BUDGET SUMMARY

	ACTUAL RESULTS FY 11/12	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	INC/(DEC) FY 13/14-12/13 BUDGET	% CHANGE
EXPENSE BY COST CENTER:					
General Services & Procurement	\$ 16,431,729	\$ 17,116,500	\$ 17,173,700	\$ 57,200	0.3%
Human Resources	8,215,610	7,593,400	5,745,200	(1,848,200)	-24.3%
Office of the District Clerk	2,677,710	2,941,900	3,135,200	193,300	6.6%
TOTAL DIRECT EXPENSE	\$ 27,325,049	\$ 27,651,800	\$ 26,054,100	\$ (1,597,700)	-5.8%
EQUIPMENT OUTLAY	\$ 401,159	\$ 771,800	\$ 522,200	\$ (249,600)	-32.3%
TOTAL DIVISION	\$ 27,726,208	\$ 28,423,600	\$ 26,576,300	\$ (1,847,300)	-6.5%
STAFFING BUDGET	160	157	152	-5	-3.2%

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GENERAL SERVICES & PROCUREMENT

GENERAL SERVICES

Mission Statement

To maintain the infrastructure of the Port. The Port's infrastructure includes: the bay and bay front, beaches, piers, wharves, moorings, parks, buildings, three marine terminals, railroad, roads, parking lots, landscape, signage, art, tenant leases, utilities, and fleet services. We do this through strong and aligned leadership that fosters teamwork, trust and support of our employees, to achieve the Port's COMPASS Strategic Goals.

Vision Statement

Achieve World Class status in Port maintenance and operational responsiveness.

Objectives

- Create and sustain positive relationships with stakeholders and the San Diego community
- Develop and maintain Port infrastructure to support businesses and economic goals
- Reduce 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

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 \$30,000 and below by law)
- Support services (pest control, special events support, trash and debris removal, furniture/equipment moves)
- Contract management of maintenance services
- Utilities management
- 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 Port's owned/tenant assets
- "Fast response boat" support for the Harbor Police
- Centralized fleet asset management program
- Support and improve our services for cruise ship and maritime terminal operations

General Services currently has 93 permanent positions, and provides support from three locations: Port'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 Port
- 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 Port

- Recruit and retain a highly skilled, diverse work force
- Encourage an organizational culture of learning and growth
- Maximize the use of Port funds
- Control costs

General Services Maintenance Facility located at National City

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 Port's procurement card program
- Maintain an effective database of vendors, suppliers, contractors, and service providers who are interested in doing business with the Port
- 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 Port's mailroom operations
- Manage Port 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 Port's General Services & Procurement department for bidding opportunities

Procurement Services currently has 18 permanent positions, and provides support from the Port's

General Services & Procurement

SUMMARY OF DEPARTMENTAL EXPENSE

	ACTUAL RESULTS FY 11/12	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	INC/(DEC) FY 13/14-12/13 BUDGET	% CHANGE
Personnel Expense	\$ 12,471,407	\$ 12,573,600	\$ 13,371,300	\$ 797,700	6.3%
Non-Personnel Expense	3,960,323	4,542,900	3,802,400	(740,500)	-16.3%
Total Direct Expense	\$ 16,431,729	\$ 17,116,500	\$ 17,173,700	\$ 57,200	0.3%
Less: Capitalized Expense	(218,877)	-	-	-	-
Equipment Outlay	294,956	746,800	522,200	(224,600)	-30.1%
TOTAL DEPARTMENTAL EXPENSE	\$ 16,507,808	\$ 17,863,300	\$ 17,695,900	\$ (167,400)	-0.9%

PERSONNEL EXPENSE

	ACTUAL RESULTS FY 11/12	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	INC/(DEC) FY 13/14-12/13 BUDGET	% CHANGE
Salaries and Wages	\$ 6,642,114	\$ 6,813,900	\$ 7,234,400	\$ 420,500	6.2%
Overtime	166,886	161,500	127,000	(34,500)	-21.4%
Burden	4,504,474	4,490,500	4,923,000	432,500	9.6%
OPEB Annual Expense	1,121,306	1,087,200	1,086,900	(300)	0.0%
Temporary Personnel	36,626	20,500	-	(20,500)	-100.0%
TOTAL PERSONNEL EXPENSE	\$ 12,471,407	\$ 12,573,600	\$ 13,371,300	\$ 797,700	6.3%

General Services & Procurement

PERMANENT POSITIONS

Eliminate: 2 Maintenance Worker I
 1 Maintenance Worker II
 1 Senior Administrative Assistant (Classified)
 1 Department Business Manager

POSITION TITLE	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14
Administrative Assistant II (Classified)	6	6
Assistant Procurement Analyst	1	1
Building Maintenance Coordinator	1	1
Carpenter	1	1
Contracts Administrator	2	2
Contracts Supervisor	1	1
Department Business Manager	4	3
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 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	17	15
Maintenance Worker II	14	13

General Services & Procurement

PERMANENT POSITIONS

POSITION TITLE	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14
Management Analyst	1	1
Manager, Distribution & Storage	1	1
Manager, Procurement Services	1	1
Marine Mechanic	2	2
Painter	2	2
Parking Meter Repair/Collector	2	2
Plumber	2	2
Purchasing Analyst	1	1
Purchasing Supervisor	1	1
Senior Administrative Asst (Classified)	1	0
Senior Equal Opportunity Analyst	1	1
Senior Purchasing Analyst	1	1
TOTAL	116	111

STUDENT POSITIONS

POSITION TITLE	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14
Intern	4	0
TOTAL	4	0

General Services & Procurement

EQUIPMENT OUTLAY

DESCRIPTION	REASON	QTY	UNIT COST	TOTAL COST
CONTAINER SPREADER FOR HARBOR CRANE	N	1	\$ 150,000	\$ 150,000
MARINE CRANE	R	2	14,100	28,200
PROGRAMMABLE LOGIC CONTROL SYSTEMS	R	1	300,000	300,000
RIDE-ON REEL MOWER	R	1	32,000	32,000
TOW TRUCK/WHEEL LIFT	N	1	12,000	12,000
TOTAL		6		\$ 522,200

General Services & Procurement
EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL FY 11/12	ORIGINAL BUDGET FY 12/13	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	CHANGE FROM ADJUSTED	
					dollars	pct
600110 Overtime MISCELLANEOUS		\$ 161,500		\$ 127,000		
Total:	\$ 166,886	\$ 161,500	\$ 161,500	\$ 127,000	\$ (34,500)	-21.4%
600120 Temporary Personnel MISCELLANEOUS		\$ 20,500		\$ -		
Total:	\$ 36,626	\$ 20,500	\$ 20,500	\$ -	\$ (20,500)	-100.0%
SUBTOTAL: OVERTIME & TEMPS	\$ 203,513	\$ 182,000	\$ 182,000	\$ 127,000	\$ (55,000)	-30.2%
610110 Books & Periodicals TRADE RELATED		\$ 2,000		\$ -		
Total:	\$ 1,807	\$ 2,000	\$ 2,000	\$ -	\$ (2,000)	-100.0%
610115 Employee Recognition EMPLOYEE RECOGNITION		\$ 3,500		\$ 3,500		
Total:	\$ 2,751	\$ 3,500	\$ 3,500	\$ 3,500	\$ -	0.0%
610120 Memberships & Dues CAPPO MEMBERSHIP MEMBERSHIPS & DUES MSDS ONLINE NAT CONTRACT MGT ASSN (NCMA)		\$ 600 1,500 400 1,000		\$ - 2,700 - -		
Total:	\$ 2,360	\$ 3,500	\$ 3,500	\$ 2,700	\$ (800)	-22.9%
610140 Seminars & Training MOBILE HARBOR CRANE TRAINING OUTBOARD ENGINE FACTORY MAINT PORT PROF MGR PROGRAM SKILLS TRAINING		\$ - 13,000 4,000 22,500		\$ 25,000 - - 10,300		
Total:	\$ 12,161	\$ 39,500	\$ 39,500	\$ 35,300	\$ (4,200)	-10.6%
615100 Mileage Reimbursement CAR ALLOWANCE/MILEAGE MILEAGE REIMBURSEMENT TRANSIT PASSES		\$ 9,500 - 500		\$ - 4,700 500		
Total:	\$ 9,994	\$ 10,000	\$ 10,000	\$ 5,200	\$ (4,800)	-48.0%
615110 Travel MOBILE HARBOR CRANE TRAINING PPM PROGRAM TRAVEL TRAVEL		\$ - 10,000 6,000		\$ 15,000 - -		
Total:	\$ 3,762	\$ 16,000	\$ 16,000	\$ 15,000	\$ (1,000)	-6.3%
620100 Services - Professional & Other						
Total:	\$ 25,143	\$ -	\$ -	\$ -	\$ -	N/A
620120 Services - Construction						
Total:	\$ 346	\$ -	\$ -	\$ -	\$ -	N/A
630100 Breakage & Obsolescence						
Total:	\$ 5,934	\$ -	\$ -	\$ -	\$ -	N/A
630110 Equipment & Systems						
Total:	\$ 13,328	\$ -	\$ -	\$ -	\$ -	N/A
630120 Equipment Rental/Leasing CNG & HYBRID VEHICLE LEASE CRANE RENTAL EQUIPMENT RENTAL/LEASING HEAVY EQUIPMENT LIGHT TOWER RENTALS PORTABLE TOILET RENTAL		\$ 66,100 20,000 1,000 50,000 - 35,000		\$ 77,600 15,000 1,000 50,000 9,600 40,000		
Total:	\$ 160,202	\$ 172,100	\$ 172,100	\$ 193,200	\$ 21,100	12.3%

General Services & Procurement
EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL FY 11/12	ORIGINAL BUDGET FY 12/13	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	CHANGE FROM ADJUSTED	
					dollars	pct
630130 Office & Operating Supplies						
OPERATING SUPPLIES		\$ 30,000		\$ 16,000		
SUPPLIES		22,500		16,700		
TWIC-TRANSPORTATION WORKER ID		8,000		3,800		
Total:	\$ 31,627	\$ 60,500	\$ 60,500	\$ 36,500	\$ (24,000)	-39.7%
630140 Postage & Shipping						
POSTAGE & SHIPPING		\$ 15,400		\$ 7,800		
Total:	\$ 3,524	\$ 15,400	\$ 15,400	\$ 7,800	\$ (7,600)	-49.4%
630150 Safety Equipment & Supplies						
FIRE EXTINGUISHERS		\$ 4,200		\$ 3,900		
SAFETY INCENTIVE		9,200		8,800		
SAFETY SHOES		14,200		13,200		
SAFETY SUPPLIES & EQUIPMENT		15,800		14,800		
Total:	\$ 34,073	\$ 43,400	\$ 43,400	\$ 40,700	\$ (2,700)	-6.2%
630160 Small Tools						
SMALL TOOLS FOR MAINT OPERS		\$ 40,000		\$ 37,200		
Total:	\$ 46,824	\$ 40,000	\$ 40,000	\$ 37,200	\$ (2,800)	-7.0%
630170 Fuel & Lubricants						
CNG/PROPANE		\$ 4,000		\$ 3,000		
GAS/DIESEL		580,000		730,000		
MOTOR OIL		15,000		7,500		
Total:	\$ 712,400	\$ 599,000	\$ 599,000	\$ 740,500	\$ 141,500	23.6%
630180 Parking Meter Supplies						
BATTERIES		\$ 4,600		\$ 1,600		
METER REPAIR PARTS		-		10,500		
METER REPLACEMENT		2,000		-		
PARTS FOR POM METERS		6,500		-		
STICKERS		1,000		900		
Total:	\$ 25,424	\$ 14,100	\$ 14,100	\$ 13,000	\$ (1,100)	-7.8%
630200 Uniforms						
LOSS/DAMAGE ALLOWANCE		\$ 300		\$ -		
UNIFORM JACKET		2,800		2,100		
UNIFORM SERVICE		46,200		37,000		
Total:	\$ 39,998	\$ 49,300	\$ 49,300	\$ 39,100	\$ (10,200)	-20.7%
640110 Telephone & Communications						
Total:	\$ 114,753	\$ -	\$ -	\$ -	\$ -	N/A
650100 Facilities Maintenance-Supplies						
ALL CREWS		\$ 450,000		\$ 450,000		
RUOCCO PARK FIXTURE CONTINGENCY		-		14,300		
Total:	\$ 562,122	\$ 450,000	\$ 450,000	\$ 464,300	\$ 14,300	3.2%

General Services & Procurement
EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL FY 11/12	ORIGINAL BUDGET FY 12/13	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	CHANGE FROM ADJUSTED	
					dollars	pct
650110 Facilities Maintenance-Outside Services						
ADMIN BUILDING SECURITY		\$ 125,000		\$ -		
ANIMAL AND PEST CONTROL		45,200		31,800		
CESAR CHAVEZ PARK SOCCER FIELD MAIN		-		140,000		
CUSTODIAL SERVICES		645,000		390,000		
DUMPSTER SERVICE		89,900		80,000		
ELEVATOR MAINT		49,200		100,000		
FIRE ALARMS MONITORING		31,800		35,000		
GRAFFITI REMOVAL		65,000		65,000		
GRAFFITI TRACKER PROGRAM		5,000		-		
HARBOR DRIVE LANDSCAPE		171,800		-		
HVAC OTHER LOCATIONS		135,000		153,800		
RECYCLING SERVICES		24,200		24,200		
RUOCCO PARK MAINTENANCE		275,000		270,000		
STREET LIGHTING		24,000		22,000		
WINDOW CLEANING		15,000		25,000		
Total:	\$ 1,540,415	\$ 1,701,100	\$ 1,701,100	\$ 1,336,800	\$ (364,300)	-21.4%
650120 Equipment Maintenance-Supplies						
AUTOMOTIVE EQ/BOATS		\$ 150,000		\$ 155,000		
FAST BOAT PARTS GRANT RND 10		34,000		-		
FAST BOAT PARTS GRANT RND 8		12,800		-		
FORD PARTS		15,300		15,300		
SWEEPER MAINTENANCE		6,300		-		
TIRES		25,500		23,000		
Total:	\$ 263,112	\$ 243,900	\$ 243,900	\$ 193,300	\$ (50,600)	-20.7%
650130 Equipment Maintenance-Outside Services						
BOAT BOTTOM & HULL PAINT		\$ 70,000		\$ -		
BOAT HULL MAINTENANCE		-		20,000		
BOAT REPAIR		15,000		15,000		
EMISSION ANALYZER MAINT		3,600		3,600		
EQUIPMENT CERTIFICATION AND INSPECT		-		20,000		
EQUIPMENT MAINTENANCE-OUTSIDE		2,000		2,000		
FIRE EXTINGUISHER HYDROTEST		600		4,800		
HPD BURN BOAT MAINTENANCE		50,000		-		
METER PAINTING		2,000		5,000		
MOBILE HARBOR CRANE PAINTING		-		30,000		
MOBILE/HARBOR CRANE MAINT		20,000		-		
MOWER REEL MAINTENANCE		30,000		30,000		
OTHER EQUIPMENT SERVICE/MAINT		55,000		60,000		
PARTS CLEANER		5,200		4,800		
PASSENGER BOARDING BRIDGE		17,000		-		
SHORE POWER MAINT SERVICE		280,500		-		
VEHICLE PAINTING		30,000		30,000		
Total:	\$ 329,673	\$ 580,900	\$ 580,900	\$ 225,200	\$ (355,700)	-61.2%

General Services & Procurement
EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL FY 11/12	ORIGINAL BUDGET FY 12/13	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	CHANGE FROM ADJUSTED	
					dollars	pct
650131 As - Needed Maintenance						
ABANDONED & DERELICT VESSEL		\$ 50,000		\$ 50,000		
ADMIN ROOF EPOXY INJECTIONS		-		5,000		
BRUSH AND WEED REMOVAL		20,000		15,000		
CARPET/FLOOR COVERING RPR		29,600		-		
CST SPRUNG STRUCTURE/WINDOW CL		25,000		31,200		
DOORS (ROLL UP) MAINTENANCE		20,500		18,500		
DOORS AND GATES, ELECTRIC		4,000		3,700		
DUMPSTER SERVICE TRANSFER		45,600		45,600		
FENCE AND GATE MAINTENANCE		19,000		10,000		
LITTER AND BRUSH PICKUP		20,000		10,000		
MISC SMALL OUTSIDE SERVICES		57,500		53,000		
MOVING OF FURNITURES & EQUIP		6,000		-		
PAINTING MAINTENANCE		25,000		10,000		
PAVEMENT MAINT		29,000		-		
ROOF MAINTENANCE		15,000		10,000		
TREE TRIMMING		100,000		125,000		
UNDERGROUND SERVICE ALERT		1,500		1,400		
VESSEL SURVEYING		1,200		6,000		
VESSEL TOWING		7,500		-		
Total:	\$ -	\$ 476,400	\$ 476,400	\$ 394,400	\$ (82,000)	-17.2%
650140 Software Maintenance						
Total:	\$ 13	\$ -	\$ -	\$ -	\$ -	N/A
660100 Advertising						
ADVERTISING		\$ 3,600		\$ 7,000		
Total:	\$ 4,322	\$ 3,600	\$ 3,600	\$ 7,000	\$ 3,400	94.4%
660110 Promotional Services						
CALTRANS PROCUREMENT VENDOR		\$ 500		\$ 200		
PROMOTIONAL SERVICES		2,500		1,200		
SD COUNTY WATER AUTH PATHS		1,000		500		
SD SUPPLIER DEV COUNCIL-ANNUAL		500		200		
SD SUPPLIER DEV COUNCIL-MONTHLY		500		200		
SMALL BUSINESS SYMPOSIUM		1,500		700		
Total:	\$ 1,930	\$ 6,500	\$ 6,500	\$ 3,000	\$ (3,500)	-53.8%
660120 Promotional Materials						
PROMO		\$ 2,500		\$ -		
Total:	\$ 2,981	\$ 2,500	\$ 2,500	\$ -	\$ (2,500)	-100.0%
660150 Refuse & Hazardous Waste Disposal						
Total:	\$ 3,103	\$ -	\$ -	\$ -	\$ -	N/A
670130 Permits/Certificates/License						
PERMIT/CERT/LICENSE		\$ 9,700		\$ 8,700		
Total:	\$ 6,240	\$ 9,700	\$ 9,700	\$ 8,700	\$ (1,000)	-10.3%
SUBTOTAL: NON-PERSONNEL EXPENSE	\$ 3,960,323	\$ 4,542,900	\$ 4,542,900	\$ 3,802,400	\$ (740,500)	-16.3%
GRAND TOTAL:	\$ 4,163,835	\$ 4,724,900	\$ 4,724,900	\$ 3,929,400	\$ (795,500)	-16.8%

HUMAN RESOURCES

Mission Statement

The Human Resources department serves as a strategic partner alongside Port 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 Port.

We succeed by earning the satisfaction of our customers, the respect and trust of those who govern us, support us, and 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 Port an employer of choice.

Objectives

- Create and sustain positive relationships with stakeholders and the community at large
- Support other Port departments in running their business
- Maintain the Port'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 Port employees
- Encourage an organizational culture of learning and growth
- Retain intellectual assets and corporate knowledge of the Port
- Assist in safeguarding Port's assets, including the employees
- Continuously evaluate and improve business systems and processes
- Tracking and implementing new trends in the industry
- Focusing on operational excellence
- Supporting 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
- Monitoring of Internet usage
- Manage the progressive discipline process
- Performance management
- Employee appreciation program
- Salary Ordinance maintenance
- Port 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 Port policies

Training

- Regulatory training
- Human resources training as outlined in the Port'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
- Port's Americans with Disability Act Coordinator
- Community outreach

The Human Resources department currently has 17 permanent positions.

Human Resources

SUMMARY OF DEPARTMENTAL EXPENSE

	ACTUAL RESULTS FY 11/12	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	INC/(DEC) FY 13/14-12/13 BUDGET	% CHANGE
Personnel Expense	\$ 3,373,600	\$ 2,778,500	\$ 2,513,600	\$ (264,900)	-9.5%
Non-Personnel Expense	4,842,010	4,814,900	3,231,600	(1,583,300)	-32.9%
	\$ 8,215,610	\$ 7,593,400	\$ 5,745,200	\$ (1,848,200)	-24.3%
Less: Capitalized Expense	-	-	-	-	-
Equipment Outlay	11,123	25,000	-	(25,000)	-100.0%
TOTAL DEPARTMENTAL EXPENSE	\$ 8,226,733	\$ 7,618,400	\$ 5,745,200	\$ (1,873,200)	-24.6%

PERSONNEL EXPENSE

	ACTUAL RESULTS FY 11/12	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	INC/(DEC) FY 13/14-12/13 BUDGET	% CHANGE
Salaries and Wages	\$ 1,800,643	\$ 1,609,600	\$ 1,386,600	\$ (223,000)	-13.9%
Overtime	3,423	3,000	3,000	-	0.0%
Burden	1,280,284	954,700	957,500	2,800	0.3%
OPEB Annual Expense	232,165	187,200	166,500	(20,700)	-11.1%
Temporary Personnel	57,086	24,000	-	(24,000)	-100.0%
TOTAL PERSONNEL EXPENSE	\$ 3,373,600	\$ 2,778,500	\$ 2,513,600	\$ (264,900)	-9.5%

Note:

The Audit, Risk Management & Safety staff were transferred to Financial Services in FY 13/14.

Human Resources

PERMANENT POSITIONS

- Transfer:** 1 Risk and Safety Manager to Financial Services
 1 Risk Management Analyst to Financial Services
 2 Safety Specialist II to Financial Services
 1 Equal Opportunity Analyst to Business Information & Technology Services
 1 Senior Training & Org Development Specialist from Marketing & Communications
 1 Administrative Assistant I (Classified) from Marketing & Communications
 1 Manager, Public Art from Public Art
- Replace:** 1 Manager, Public Art with 1 Human Resources Technician (Unclassified)
 1 Administrative Assistant I (Classified) with 1 Administrative Assistant I (Unclassified)
- Eliminate:** 1 Human Resources Technician (Unclassified)

POSITION TITLE	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14
Administrative Asst I (Unclassified)	0	1
Benefits Analyst	1	1
Benefits Manager	1	1
Director, Human Resources	1	1
Equal Opportunity Analyst	1	0
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
Risk and Safety Manager	1	0
Risk Management Analyst	1	0
Safety Specialist II	2	0
Senior Human Resources Analyst	1	1
Senior Training & Org. Dev. Specialist	0	1
TOTAL	20	17

STUDENT POSITIONS

POSITION TITLE	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14
Intern	3	1
TOTAL	3	1

Human Resources

EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL FY 11/12	ORIGINAL BUDGET FY 12/13	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	CHANGE FROM ADJUSTED	
					dollars	pct
600110 Overtime						
OVERTIME		\$ 3,000		\$ 3,000		
Total:	\$ 3,423	\$ 3,000	\$ 3,000	\$ 3,000	\$ -	0.0%
600120 Temporary Personnel						
TEMPORARY PERSONNEL		\$ 24,000		\$ -		
Total:	\$ 57,086	\$ 24,000	\$ 24,000	\$ -	\$ (24,000)	-100.0%
SUBTOTAL: OVERTIME & TEMPS	\$ 60,509	\$ 27,000	\$ 27,000	\$ 3,000	\$ (24,000)	-88.9%
610100 Awards - Service						
EMPLOYEE APPRECIATION CARDS		\$ 8,000		\$ -		
MERITORIOUS SERVICE AWARDS		25,600		-		
RISK - SAFETY AWARDS		4,000		-		
Total:	\$ 32,963	\$ 37,600	\$ 37,600	\$ -	\$ (37,600)	-100.0%
610110 Books & Periodicals						
HR - PUBLICATIONS		\$ 800		\$ 800		
RISK - PUBLICATIONS		1,500		-		
Total:	\$ 2,961	\$ 2,300	\$ 2,300	\$ 800	\$ (1,500)	-65.2%
610115 Employee Recognition						
DIST EMPLOYEE RECOGNITION		\$ 10,200		\$ 6,600		
HR - EMPLOYEE RECOGNITION		600		500		
RISK - EMPLOYEE RECOGNITION		200		-		
Total:	\$ 7,303	\$ 11,000	\$ 11,000	\$ 7,100	\$ (3,900)	-35.5%
610120 Memberships & Dues						
HR/EOM RELATED		\$ 5,600		\$ 3,300		
RISK - RELATED		1,500		-		
Total:	\$ 5,579	\$ 7,100	\$ 7,100	\$ 3,300	\$ (3,800)	-53.5%
610125 Health and Wellness						
FLU SHOTS		\$ 4,400		\$ -		
HEALTH & WELLNESS FAIR		2,000		-		
HEALTH & WELLNESS PROGRAMS		5,000		-		
Total:	\$ 5,515	\$ 11,400	\$ 11,400	\$ -	\$ (11,400)	-100.0%
610130 Recruiting						
Total:	\$ 71,455	\$ -	\$ -	\$ -	\$ -	N/A
610140 Seminars & Training						
HR - DISTRICT TRAINING		\$ 12,800		\$ 6,900		
OD&L - PORT LEARNING CENTER		-		21,600		
OD&L RELATED		-		900		
RISK - STAFF TRAINING		2,000		-		
Total:	\$ 19,346	\$ 14,800	\$ 14,800	\$ 29,400	\$ 14,600	98.6%
610150 Tuition Reimbursement Program						
TUITION		\$ 71,000		\$ 59,600		
Total:	\$ 47,011	\$ 71,000	\$ 71,000	\$ 59,600	\$ (11,400)	-16.1%

Human Resources

EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL FY 11/12	ORIGINAL BUDGET FY 12/13	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	CHANGE FROM ADJUSTED	
					dollars	pct
615100 Mileage Reimbursement						
MILEAGE / CAR ALLOWANCES		\$ 15,000		\$ -		
MILEAGE REIMBURSEMENT		-		2,400		
RISK RELATED		300		-		
Total:	\$ 13,862	\$ 15,300	\$ 15,300	\$ 2,400	\$ (12,900)	-84.3%
615110 Travel						
RISK - TRAVEL		\$ 2,000		\$ -		
TRAVEL		10,000		-		
Total:	\$ 2,244	\$ 12,000	\$ 12,000	\$ -	\$ (12,000)	-100.0%
620100 Services - Professional & Other						
401(A) & 457 PASSIVE TRUSTEE		\$ 1,000		\$ 1,000		
ASSESSMENT SERVICES		3,000		-		
CONSULTANTS - DISTRICT		48,000		17,000		
EOM RELATED		2,000		-		
EXECUTIVE MEDICALS		32,000		20,000		
EXPERIAN		1,000		-		
FLEX PLAN		14,400		14,400		
PAB - COURT REPORTER		3,800		-		
PAB HEARINGS		1,000		3,000		
PHYSICALS/TESTS		-		1,200		
POLYGRAPHS - HP		5,200		-		
PRE.EMPLOY. MEDS: GRP III		3,600		-		
PRE.EMPLOY. MEDS: GS (GRP II)		1,000		-		
PRE.EMPLOY. MEDS: HP (GRP I)		2,600		2,600		
PSYCHOLOGICAL EXAMS: HP		1,000		1,500		
RETURN TO WORK MEDICALS		2,000		2,700		
RISK - ACCIDENT INVESTIGATIONS		4,800		-		
RISK - AED PROGRAM		600		-		
RISK - HAZWOPPER TRAINING		1,500		-		
RISK - HEARING CONSERVATION		5,000		-		
RISK - INSURANCE CERT TRACKING		11,100		-		
RISK - MARINE SURVEYS		1,900		-		
RISK - PHYSICALS		30,000		-		
Total:	\$ 295,951	\$ 176,500	\$ 176,500	\$ 63,400	\$ (113,100)	-64.1%
620110 Services - Legal						
LEGAL SERVICES		\$ 65,000		\$ -		
Total:	\$ 196,281	\$ 65,000	\$ 65,000	\$ -	\$ (65,000)	-100.0%
630110 Equipment & Systems						
FURNITURE		\$ 3,000		\$ 5,500		
MISC. - EQUIPMENT		3,000		3,000		
RISK - RELATED		12,000		-		
Total:	\$ 34,717	\$ 18,000	\$ 18,000	\$ 8,500	\$ (9,500)	-52.8%
630130 Office & Operating Supplies						
GENERAL OFFICE SUPPLIES		\$ 15,000		\$ 12,000		
OD&L OFFICE SUPPLIES		-		3,800		
RISK - RELATED		1,200		-		
Total:	\$ 19,284	\$ 16,200	\$ 16,200	\$ 15,800	\$ (400)	-2.5%

Human Resources

EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL FY 11/12	ORIGINAL BUDGET FY 12/13	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	CHANGE FROM ADJUSTED	
					dollars	pct
630140 Postage & Shipping						
POSTAGE		\$ 4,900		\$ 4,900		
RISK - RELATED		200		-		
Total:	\$ 3,736	\$ 5,100	\$ 5,100	\$ 4,900	\$ (200)	-3.9%
630150 Safety Equipment & Supplies						
RISK - RELATED		\$ 1,700		\$ -		
SAFETY- ERGONOMICS EQUIP		1,000		1,000		
Total:	\$ 1,346	\$ 2,700	\$ 2,700	\$ 1,000	\$ (1,700)	-63.0%
640100 Space Rental						
RENTAL/TESTING		\$ 8,000		\$ -		
Total:	\$ 5,495	\$ 8,000	\$ 8,000	\$ -	\$ (8,000)	-100.0%
640110 Telephone & Communications						
Total:	\$ 28,395	\$ -	\$ -	\$ -	\$ -	N/A
650120 Equipment Maintenance-Supplies						
EQUIPMENT SUPPLIES		\$ 1,800		\$ 1,800		
OD&L - EQUIPMENT SUPPLIES		-		2,000		
RISK - RELATED		1,200		-		
Total:	\$ 265	\$ 3,000	\$ 3,000	\$ 3,800	\$ 800	26.7%
650130 Equipment Maintenance-Outside Services						
HR COPIER/PRINTERS/FAX		\$ 2,000		\$ 4,000		
OD&L COPIER/PRINTER/FAX		-		2,000		
RISK - RELATED		2,000		-		
Total:	\$ 7,569	\$ 4,000	\$ 4,000	\$ 6,000	\$ 2,000	50.0%
650140 Software Maintenance						
Total:	\$ 300	\$ -	\$ -	\$ -	\$ -	N/A
660100 Advertising						
ADVERTISEMENTS/MEDIA		\$ 7,000		\$ 10,000		
Total:	\$ 7,032	\$ 7,000	\$ 7,000	\$ 10,000	\$ 3,000	42.9%
660110 Promotional Services						
EMPLOYEE EVENT(S)		\$ 15,000		\$ 7,500		
EOM RELATED		11,000		6,700		
MEALS (EXTERNAL PARTICIPANTS)		2,000		1,000		
MISCELLANEOUS - DISTRICT		2,100		1,000		
RETIREMENT GIFTS/SENDOFF		2,000		1,000		
RISK - RELATED		1,300		-		
UNITED WAY		2,000		1,000		
Total:	\$ 19,540	\$ 35,400	\$ 35,400	\$ 18,200	\$ (17,200)	-48.6%
660120 Promotional Materials						
EOM POSTERS/CALENDARS		\$ 1,000		\$ -		
JOB FAIRS		2,000		-		
PROMOTIONAL MATERIALS		1,500		-		
RISK - RELATED		300		-		
Total:	\$ 1,880	\$ 4,800	\$ 4,800	\$ -	\$ (4,800)	-100.0%

Human Resources

EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL FY 11/12	ORIGINAL BUDGET FY 12/13	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	CHANGE FROM ADJUSTED	
					dollars	pct
670110 Insurance						
RISK - BROKER FEES		\$ 41,000		\$ -		
RISK - INSURANCE PREMIUMS		1,238,300		-		
Total:	\$ 1,213,005	\$ 1,279,300	\$ 1,279,300	\$ -	\$ (1,279,300)	-100.0%
670120 Insurance Claims						
INSURANCE CLAIMS		\$ 10,000		\$ -		
Total:	\$ -	\$ 10,000	\$ 10,000	\$ -	\$ (10,000)	-100.0%
670130 Permits/Certificates/License						
RISK - RED CROSS		\$ 400		\$ -		
Total:	\$ -	\$ 400	\$ 400	\$ -	\$ (400)	-100.0%
670150 Retiree Health Benefits (Paid)						
RETIREE HEALTH BENEFITS		\$ 2,667,000		\$ 2,667,400		
Total:	\$ 2,522,231	\$ 2,667,000	\$ 2,667,000	\$ 2,667,400	\$ 400	0.0%
670155 Preservation of Benefits Plan (POB)						
PRESERVATION OF BENEFITS PLAN		\$ 330,000		\$ 330,000		
Total:	\$ 276,742	\$ 330,000	\$ 330,000	\$ 330,000	\$ -	0.0%
SUBTOTAL: NON-PERSONNEL EXPENSE	\$ 4,842,010	\$ 4,814,900	\$ 4,814,900	\$ 3,231,600	\$ (1,583,300)	-32.9%
GRAND TOTAL:	\$ 4,902,519	\$ 4,841,900	\$ 4,841,900	\$ 3,234,600	\$ (1,607,300)	-33.2%

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 Port 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 Port
- 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
- Controls costs
- Represent the Port 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 Port departments and the Customer Service Center

Current Services

To achieve the Office of the District Clerk's Mission and Vision statements, staff is committed to providing the following services:

- 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 policies, certifies official records, performs other official duties as specified under the California Government Code, and is the official repository of Port archives and records
- Develops, prepares, distributes, and maintains minutes of Board of Port Commissioners (BPC) meetings
- Prepares, distribute, post, and publish BPC and Committee meeting agendas
- Manage electronic access to BPC agenda, information items, Agenda Related Memos (ARMS), and minutes
- Ensures proper administration of the Port 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 Port-wide Records Retention Program
- Manages Electronic Document Management System (EDMS)
- Maintains/updates BPC Policies, Port Code, and Administrative Procedures
- Provides central duplication services
- Provides Port-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 Port vehicle keys to employees, regulating reserved and visitor parking, and managing all conference room schedules
- Assists internal and external customers by providing answers to general Port questions and providing guidance to locations within our various facilities

The Office of the District Clerk currently has 24 permanent positions.

The Office of the Executive Director/President/CEO is included in the Office of the District Clerk department for budgetary purposes only.

Office of the District Clerk

SUMMARY OF DEPARTMENTAL EXPENSE

	ACTUAL RESULTS FY 11/12	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	INC/(DEC) FY 13/14-12/13 BUDGET	% CHANGE
Personnel Expense	\$ 2,414,081	\$ 2,508,900	\$ 2,894,300	\$ 385,400	15.4%
Non-Personnel Expense	263,629	433,000	240,900	(192,100)	-44.4%
Total Direct Expense	\$ 2,677,710	\$ 2,941,900	\$ 3,135,200	\$ 193,300	6.6%
Less: Capitalized Expense	-	-	-	-	-
Equipment Outlay	95,079	-	-	-	-
TOTAL DEPARTMENTAL EXPENSE	\$ 2,772,790	\$ 2,941,900	\$ 3,135,200	\$ 193,300	6.6%

PERSONNEL EXPENSE

	ACTUAL RESULTS FY 11/12	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	INC/(DEC) FY 13/14-12/13 BUDGET	% CHANGE
Salaries and Wages	\$ 1,319,542	\$ 1,452,800	\$ 1,590,100	\$ 137,300	9.5%
Overtime	8,131	10,000	15,000	5,000	50.0%
Burden	862,548	849,300	1,054,200	204,900	24.1%
OPEB Annual Expense	192,647	196,800	235,000	38,200	19.4%
Temporary Personnel	31,213	-	-	-	-
TOTAL PERSONNEL EXPENSE	\$ 2,414,081	\$ 2,508,900	\$ 2,894,300	\$ 385,400	15.4%

Office of the District Clerk

PERMANENT POSITIONS

Transfer: 2 Customer Relations Assistants from Marketing & Communications

1 Legislative Policy Administrator from Government & Civic Relations

Retitle: 1 Legislative Policy Administrator to 1 Staff Assistant II (Unclassified)

Replace: 1 Manager, Commissioner Services with 1 Manager, Commissioner & Executive Svcs

POSITION TITLE	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14
Administrative Assistant II (Classified)	1	1
Assistant to President/CEO	1	1
Assistant to Vice President	4	4
Commissioner Services Assistant	2	2
Customer Relations Assistant	0	2
Deputy District Clerk/Docket Coordinator	1	1
Deputy District Clerk/Records Manager	1	1
District Clerk	1	1
Document Management Assistant	3	3
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	0	1
Manager, Commissioner Services	1	0
Staff Assistant II (Unclassified)	0	1
Travel Services Coordinator	1	1
TOTAL	21	24

STUDENT POSITIONS

POSITION TITLE	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14
Intern	2	0
TOTAL	2	0

Office of the District Clerk
EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL FY 11/12	ORIGINAL BUDGET FY 12/13	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	CHANGE FROM ADJUSTED	
					dollars	pct
600110 Overtime						
MISCELLANEOUS		\$ 10,000		\$ 15,000		
Total:	\$ 8,131	\$ 10,000	\$ 10,000	\$ 15,000	\$ 5,000	50.0%
600120 Temporary Personnel						
Total:	\$ 31,213	\$ -	\$ -	\$ -	\$ -	N/A
SUBTOTAL: OVERTIME & TEMPS	\$ 39,344	\$ 10,000	\$ 10,000	\$ 15,000	\$ 5,000	50.0%
610100 Awards - Service						
Total:	\$ 356	\$ -	\$ -	\$ -	\$ -	N/A
610110 Books & Periodicals						
CEO		\$ 1,000		\$ 500		
COMMISSIONER SERVICES		100		-		
EXECUTIVE OFFICES		100		-		
OFFICE OF THE DISTRICT CLERK		400		-		
Total:	\$ 1,074	\$ 1,600	\$ 1,600	\$ 500	\$ (1,100)	-68.8%
610115 Employee Recognition						
CEO		\$ 1,500		\$ 1,000		
COMMISSIONER SERVICES		100		200		
EXECUTIVE OFFICES		200		200		
OFFICE OF THE DISTRICT CLERK		300		400		
Total:	\$ 1,983	\$ 2,100	\$ 2,100	\$ 1,800	\$ (300)	-14.3%
610120 Memberships & Dues						
CEO		\$ 3,400		\$ -		
COMMISSIONER SERVICES		800		-		
EXECUTIVE OFFICES		700		-		
OFFICE OF THE DISTRICT CLERK		1,700		4,800		
Total:	\$ 15,746	\$ 6,600	\$ 6,600	\$ 4,800	\$ (1,800)	-27.3%
610140 Seminars & Training						
ARMA (MONTHLY MEETINGS)		\$ -		\$ 100		
CEO		12,000		4,700		
COMMISSIONER SERVICES		3,000		-		
EXECUTIVE OFFICES		3,700		-		
IAAP (MONTHLY MEETINGS)		-		400		
OFFICE OF THE DISTRICT CLERK		10,600		1,400		
Total:	\$ 10,447	\$ 29,300	\$ 29,300	\$ 6,600	\$ (22,700)	-77.5%
615100 Mileage Reimbursement						
CEO		\$ -		\$ 12,000		
MILEAGE REIMBURSEMENT		19,700		3,000		
Total:	\$ 20,038	\$ 19,700	\$ 19,700	\$ 15,000	\$ (4,700)	-23.9%
615110 Travel						
CEO		\$ 75,000		\$ 50,000		
COMMISSIONER SERVICES		3,000		-		
EXECUTIVE OFFICES		1,000		-		
OFFICE OF THE DISTRICT CLERK		4,200		-		
Total:	\$ 11,297	\$ 83,200	\$ 83,200	\$ 50,000	\$ (33,200)	-39.9%

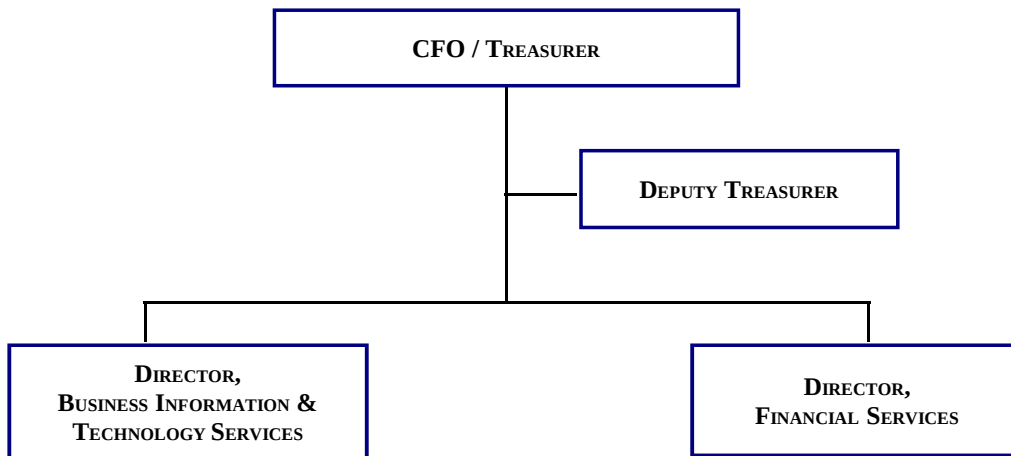
Office of the District Clerk
EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL FY 11/12	ORIGINAL BUDGET FY 12/13	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	CHANGE FROM ADJUSTED	
					dollars	pct
620100 Services - Professional & Other						
CEO		\$ 12,300		\$ -		
MICROFILMING		-		600		
OFF-SITE STORAGE		-		500		
OFFICE OF THE DISTRICT CLERK		77,600		-		
ON-CALL RECORDS RETENTION SERVICES		-		500		
SHREDDING		-		8,500		
TRANSCRIPTION SERVICES		-		4,000		
Total:	\$ 22,616	\$ 89,900	\$ 89,900	\$ 14,100	\$ (75,800)	-84.3%
630110 Equipment & Systems						
FILE CABINETS		\$ -		\$ 2,400		
EQUIPMENT & SYSTEMS		-		1,000		
OFFICE OF THE DISTRICT CLERK		7,700		-		
Total:	\$ 18,180	\$ 7,700	\$ 7,700	\$ 3,400	\$ (4,300)	-55.8%
630120 Equipment Rental/Leasing						
OFFICE OF THE DISTRICT CLERK		\$ 3,000		\$ 3,000		
Total:	\$ 12,523	\$ 3,000	\$ 3,000	\$ 3,000	\$ -	0.0%
630130 Office & Operating Supplies						
OFFICE OF THE DISTRICT CLERK		\$ 60,000		\$ 56,000		
Total:	\$ 53,637	\$ 60,000	\$ 60,000	\$ 56,000	\$ (4,000)	-6.7%
630140 Postage & Shipping						
OFFICE OF THE DISTRICT CLERK		\$ 2,800		\$ 2,800		
Total:	\$ 1,374	\$ 2,800	\$ 2,800	\$ 2,800	\$ -	0.0%
630150 Safety Equipment & Supplies						
Total:	\$ 13	\$ -	\$ -	\$ -	\$ -	N/A
640110 Telephone & Communications						
Total:	\$ 26,978	\$ -	\$ -	\$ -	\$ -	N/A
650130 Equipment Maintenance-Outside Services						
OFFICE OF THE DISTRICT CLERK		\$ 45,000		\$ 3,000		
Total:	\$ 52,686	\$ 45,000	\$ 45,000	\$ 3,000	\$ (42,000)	-93.3%
660100 Advertising						
OFFICE OF THE DISTRICT CLERK		\$ 7,500		\$ 15,000		
Total:	\$ 7,397	\$ 7,500	\$ 7,500	\$ 15,000	\$ 7,500	100.0%
660110 Promotional Services						
CEO		\$ 9,500		\$ 4,200		
EXECUTIVE OFFICES		500		200		
OFFICE OF THE DISTRICT CLERK		500		500		
Total:	\$ 6,582	\$ 10,500	\$ 10,500	\$ 4,900	\$ (5,600)	-53.3%
660120 Promotional Materials						
CEO		\$ 1,000		\$ -		
Total:	\$ 612	\$ 1,000	\$ 1,000	\$ -	\$ (1,000)	-100.0%
670130 Permits/Certificates/License						
Total:	\$ 91	\$ -	\$ -	\$ -	\$ -	N/A

Office of the District Clerk
EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL FY 11/12	ORIGINAL BUDGET FY 12/13	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	CHANGE FROM ADJUSTED	
					dollars	pct
680999 Contingency (Plan/Budget only) CEO		\$ 63,100		\$ 60,000		
Total:	\$ -	\$ 63,100	\$ 63,100	\$ 60,000	\$ (3,100)	-4.9%
SUBTOTAL: NON-PERSONNEL EXPENSE	\$ 263,629	\$ 433,000	\$ 433,000	\$ 240,900	\$ (192,100)	-44.4%
GRAND TOTAL:	\$ 302,973	\$ 443,000	\$ 443,000	\$ 255,900	\$ (187,100)	-42.2%

BUSINESS INFORMATION & TECHNOLOGY SERVICES & FINANCIAL SERVICES



The Business Information & Technology Services department manages the implementation and maintenance of Port technologies in ways that create value for the organization. This Department drives operational effectiveness and process improvement by fully integrating technology-related decisions with the Port's strategies and operating plans. The Division also oversees the Port's business and financial services functions, including financial planning, budgeting, finance, and treasury services. The Chief Financial Officer/Treasurer (CFO/Treasurer) provides professional assistance and support to the Executive Director (President/CEO) and the Board of Port Commissioners on the Port's financial planning, accounting, investing, and business systems issues.

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Business Information & Technology Services & Financial Services Summary

FY 13/14 DIVISION BUDGET SUMMARY

	ACTUAL RESULTS FY 11/12	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	INC/(DEC) FY 13/14-12/13 BUDGET	% CHANGE
EXPENSE BY COST CENTER:					
Business Information & Technology Services	\$ 5,418,272	\$ 4,137,700	\$ 4,597,100	\$ 459,400	11.1%
Technology Management Program	-	3,579,900	3,347,000	(232,900)	-6.5%
Technology Strategic Plan Expense Projects	-	-	372,000	372,000	-
Financial Services	2,934,505	3,173,800	5,096,500	1,922,700	60.6%
TOTAL DIRECT EXPENSE	\$ 8,352,777	\$ 10,891,400	\$ 13,412,600	\$ 2,521,200	23.1%
EQUIPMENT OUTLAY	\$ 264,208	\$ 264,500	\$ 48,000	\$ (216,500)	-81.9%
TOTAL DIVISION	\$ 8,616,985	\$ 11,155,900	\$ 13,460,600	\$ 2,304,700	20.7%
STAFFING BUDGET	52	52	52	0	3.8%

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BUSINESS INFORMATION & TECHNOLOGY SERVICES

Mission Statement

The mission of the Business Information & Technology Services department is to provide collaborative process improvement, transparent support, and delivery of reliable and intuitive solutions in a timely manner.

Vision Statement

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

Objectives

- Create and sustain positive relationships with Port staff
- Serve as internal consultants to adapt business systems to meet changing service needs
- Function as a strategic arm by leveraging technologies to support Port strategic goals and business objectives
- Manage Port project priorities matching business goals with appropriate technology solutions and provide increased resource utilization across the organization matching skills to project needs
- Support Port departments in enhancing operations through technology
- Deliver customer-focused services in an effective, timely, and courteous manner
- 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, the following services will continue to be offered:

- Design, implement, and manage enterprise technology solutions and services throughout the Port
- Connect strategy and operational requirements with sound business processes and the use of enterprise information systems
- Maximization and leverage of 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

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

Business Information & Technology Services

SUMMARY OF DEPARTMENTAL EXPENSE

	ACTUAL RESULTS FY 11/12	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	INC/(DEC) FY 13/14-12/13 BUDGET	% CHANGE
Personnel Expense	\$ 3,598,396	\$ 4,047,300	\$ 4,553,300	\$ 506,000	12.5%
Non-Personnel Expense	1,819,876	90,400	43,800	(46,600)	-51.5%
Total Direct Expense	\$ 5,418,272	\$ 4,137,700	\$ 4,597,100	\$ 459,400	11.1%
Less: Capitalized Expense	-	-	-	-	-
Equipment Outlay	264,208	7,500	-	(7,500)	-100.0%
TOTAL DEPARTMENTAL EXPENSE	\$ 5,682,480	\$ 4,145,200	\$ 4,597,100	\$ 451,900	10.9%

PERSONNEL EXPENSE

	ACTUAL RESULTS FY 11/12	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	INC/(DEC) FY 13/14-12/13 BUDGET	% CHANGE
Salaries and Wages	\$ 1,944,958	\$ 2,501,000	\$ 2,627,100	\$ 126,100	5.0%
Overtime	1,434	3,500	-	(3,500)	-100.0%
Burden	1,197,113	1,262,000	1,622,600	360,600	28.6%
OPEB Annual Expense	290,206	280,800	303,600	22,800	8.1%
Temporary Personnel	164,686	-	-	-	-
TOTAL PERSONNEL EXPENSE	\$ 3,598,396	\$ 4,047,300	\$ 4,553,300	\$ 506,000	12.5%

Note:

In FY 12/13, all departmental technology related funds were transferred to the Technology Management Program (TMP) for managing.

Business Information & Technology Services

PERMANENT POSITIONS

Transfer: 1 Equal Opportunity Analyst from Human Resources
 1 Manager, Infrastructure to Real Estate
 1 Staff Assistant I (Classified) from Marketing & Communications

Retitle: Manager, Business Systems to Manager, Business Information & Technology Services

Replace: 1 Technology Services Supervisor with 1 Technology Security Supervisor
 1 Equal Opportunity Analyst with 1 Quality Assurance Technician

Eliminate: 1 GIS Analyst
 1 System Support Analyst I

POSITION TITLE	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14
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
GIS Analyst	2	1
Information Systems Supervisor	1	1
Information Technology Security Analyst	1	1
Lead Support Services	1	1
Manager, Business Information & Technology Services	0	1
Manager, Business Systems	1	0
Manager, Infrastructure	1	0
Network Systems Analyst	2	2
Program Manager	1	1
Quality Assurance Technician	0	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)	0	1
Staff Assistant II	1	1
Systems Support Analyst I	2	1
Systems Support Analyst II	3	3
Technology Security Supervisor	0	1
Technology Services Supervisor	2	1
TOTAL	30	29

STUDENT POSITIONS

POSITION TITLE	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14
Intern	6	5
TOTAL	6	5

Business Information & Technology Services
EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL FY 11/12	ORIGINAL BUDGET FY 12/13	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	CHANGE FROM ADJUSTED	
					dollars	pct
600110 Overtime						
MISCELLANEOUS		\$ 3,500		\$ -		
Total:	\$ 1,434	\$ 3,500	\$ 3,500	\$ -	\$ (3,500)	-100.0%
600120 Temporary Personnel						
Total:	\$ 164,686	\$ -	\$ -	\$ -	\$ -	N/A
SUBTOTAL: OVERTIME & TEMPS	\$ 166,120	\$ 3,500	\$ 3,500	\$ -	\$ (3,500)	-100.0%
610110 Books & Periodicals						
BOOKS & PERIODICALS		\$ 1,500		\$ -		
Total:	\$ 932	\$ 1,500	\$ 1,500	\$ -	\$ (1,500)	-100.0%
610115 Employee Recognition						
EMPLOYEE RECOGNITION		\$ 1,000		\$ 900		
Total:	\$ 2,189	\$ 1,000	\$ 1,000	\$ 900	\$ (100)	-10.0%
610120 Memberships & Dues						
MEMBERSHIPS & DUES		\$ 13,500		\$ 6,000		
Total:	\$ 10,602	\$ 13,500	\$ 13,500	\$ 6,000	\$ (7,500)	-55.6%
610140 Seminars & Training						
SEMINARS & TRAINING		\$ 50,000		\$ 25,300		
Total:	\$ 58,012	\$ 50,000	\$ 50,000	\$ 25,300	\$ (24,700)	-49.4%
615100 Mileage Reimbursement						
CAR ALLOWANCE		\$ 4,800		\$ -		
MILEAGE AND PARKING		2,400		3,900		
Total:	\$ 5,922	\$ 7,200	\$ 7,200	\$ 3,900	\$ (3,300)	-45.8%
615110 Travel						
TRAVEL		\$ 10,000		\$ -		
Total:	\$ 7,062	\$ 10,000	\$ 10,000	\$ -	\$ (10,000)	-100.0%
620100 Services - Professional & Other						
Total:	\$ 854,717	\$ -	\$ -	\$ -	\$ -	N/A
630110 Equipment & Systems						
Total:	\$ 144,878	\$ -	\$ -	\$ -	\$ -	N/A
630120 Equipment Rental/Leasing						
EQUIPMENT RENTAL/LEASING		\$ 300		\$ -		
Total:	\$ -	\$ 300	\$ 300	\$ -	\$ (300)	-100.0%
630130 Office & Operating Supplies						
OFFICE & OPERATING SUPPLIES		\$ 6,500		\$ 7,400		
Total:	\$ 13,644	\$ 6,500	\$ 6,500	\$ 7,400	\$ 900	13.8%
630140 Postage & Shipping						
POSTAGE & SHIPPING		\$ 400		\$ 300		
Total:	\$ 366	\$ 400	\$ 400	\$ 300	\$ (100)	-25.0%

Business Information & Technology Services
EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL FY 11/12	ORIGINAL BUDGET FY 12/13	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	CHANGE FROM ADJUSTED	
					dollars	pct
640110 Telephone & Communications						
Total:	\$ 64,102	\$ -	\$ -	\$ -	\$ -	N/A
650130 Equipment Maintenance-Outside Services						
Total:	\$ 141,361	\$ -	\$ -	\$ -	\$ -	N/A
650140 Software Maintenance						
Total:	\$ 514,798	\$ -	\$ -	\$ -	\$ -	N/A
660110 Promotional Services						
Total:	\$ 1,292	\$ -	\$ -	\$ -	\$ -	N/A
SUBTOTAL: NON-PERSONNEL EXPENSE	\$ 1,819,876	\$ 90,400	\$ 90,400	\$ 43,800	\$ (46,600)	-51.5%
GRAND TOTAL:	\$ 1,985,995	\$ 93,900	\$ 93,900	\$ 43,800	\$ (50,100)	-53.4%

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Technology Management Program

SUMMARY OF DEPARTMENTAL EXPENSE

	ACTUAL RESULTS FY 11/12	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	INC/(DEC) FY 13/14-12/13 BUDGET	% CHANGE
Personnel Expense	\$ -	\$ -	\$ -	\$ -	-
Non-Personnel Expense	-	3,579,900	3,347,000	(232,900)	-6.5%
Total Direct Expense	\$ -	\$ 3,579,900	\$ 3,347,000	\$ (232,900)	-6.5%
Less: Capitalized Expense	-	-	-	-	-
Equipment Outlay	-	257,000	48,000	(209,000)	-81.3%
TOTAL DEPARTMENTAL EXPENSE	\$ -	\$ 3,836,900	\$ 3,395,000	\$ (441,900)	-11.5%

PERSONNEL EXPENSE

	ACTUAL RESULTS FY 11/12	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	INC/(DEC) FY 13/14-12/13 BUDGET	% CHANGE
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	-
Overtime	-	-	-	-	-
Burden	-	-	-	-	-
OPEB Annual Expense	-	-	-	-	-
Temporary Personnel	-	-	-	-	-
TOTAL PERSONNEL EXPENSE	\$ -	\$ -	\$ -	\$ -	-

Technology Management Program

EQUIPMENT OUTLAY

DESCRIPTION	REASON	QTY	UNIT COST	TOTAL COST
SQL SERVER SOFTWARE	N	5	\$ 9,600	\$ 48,000
TOTAL		5		\$ 48,000

Technology Management Program

EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL FY 11/12	ORIGINAL BUDGET FY 12/13	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	CHANGE FROM ADJUSTED	
					dollars	pct
SUBTOTAL: OVERTIME & TEMPS	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
620100 Services - Professional & Other						
ACCESS CONTROL		\$ -		\$ 15,000		
BOARD ROOM MAINTENANCE		-		4,100		
BUSINESS WAREHOUSE 3.X TO 7.X		50,000		-		
BUSINESS WAREHOUSE-LOAD MONIT		8,400		7,800		
CCTV MAINTENANCE		550,800		616,000		
CONFERENCE EQPT MAINTENANCE		-		15,000		
DATA CENTER STUDY		100,000		-		
E-PROCUREMENT		24,000		-		
EMAIL ARCHIVING		-		26,000		
ENTERPRISE DESKTOP MGT & ENG		10,000		8,000		
ENTERPRISE SERVER ENG SVCS		15,000		12,000		
ESTABLISH ENTERPRISE TAXONOMY		70,000		-		
FIBER OPTIC MAINTENANCE		-		50,000		
IDENTITY MANAGEMENT NETWRK SVC		50,000		40,000		
IMPLEMENT SAP ENHANCEMENT PACK		30,000		-		
IT TECH SERVICES - LEVEL 3		-		110,000		
IT TECHNICAL SERVICES		-		200,000		
MAC COMPUTING-LEVEL 2 SUPPORT		5,500		-		
MICROSOFT TECH SERVICES-LEVEL 3		-		75,000		
MICROSOFT WINDOWS 7 UPGRADE		140,000		-		
OFFSITE TAPE STORAGE SVCS		4,000		4,000		
ONLINE TRAVEL & REIMBURSEMENT		24,400		-		
PROJECT MANAGEMENT OFFICE		165,000		-		
SAP ADMINISTRATION		100,000		93,000		
SAP CORE SYSTEM - LEVEL 3		50,000		-		
SDMIS MAINTENANCE SERVICES		23,800		25,000		
STORMWATER DATABASE MANAGEMENT		33,600		-		
TENANT PORTAL WEBSITE		7,500		-		
TRAVEL ON DEMAND		-		11,000		
UBIX & ORACLE SUPPORT		-		20,000		
VESSEL COPPER REDUCTION MAINT		26,000		-		
VESSEL SPEED REDUCTION MAINT		12,000		-		
WEB PROJECTS		10,500		-		
WORKFORCE MANAGEMENT SERVICE		14,400		-		
Total:	\$ -	\$ 1,524,900	\$ 1,524,900	\$ 1,331,900	\$ (193,000)	-12.7%
630110 Equipment & Systems						
800 MHZ RADIOS		\$ 359,000		\$ 1,000		
AUTOCAD/ARCH SOFTWARE		3,000		-		
BACK-UP TAPES		6,000		6,000		
CABLES, DISKS		2,200		2,500		
CELL PHONES		-		7,000		
CISCO INFRASTRUCTURE-MODIFICATIONS		-		20,000		
CLOUD DATA MANAGEMENT		-		40,000		
CLOUD HOSTING SERVICES		-		50,000		
COMPUTER SOFTWARE		21,000		-		
DISK & MEMORY		20,000		-		
DISK/MEMORY/SERVERS UPGRADE		-		20,000		
E-PROCUREMENT		-		30,000		
GOOGLE EARTH PLUS		600		-		
HR REGULATORY TRAINING		-		12,000		
HS - 800 MHZ RADIOS		2,000		-		

Technology Management Program

EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME		ACTUAL	ORIGINAL	ADJUSTED	BUDGET	CHANGE FROM	
EXPENSE DETAILS		FY 11/12	FY 12/13	FY 12/13	FY 13/14	ADJUSTED	
						dollars	pct
	OFFICE & OP EQUIP/SOFTWARE		20,000		-		
	PAVER FIELD INSPECTOR SOFTWARE		1,200		-		
	PERMITTING SOFTWARE		-		9,000		
	REFRESH DESKTOPS/LAPTOPS		198,000		-		
	REPLACEMENT PRINTERS		3,300		-		
	SECURITY EQPT UPGRADE/REPAIRS		75,000		50,000		
	SMARTSHEET		-		1,300		
	SOFTWARE/SUBSCRIPTIONS		-		14,000		
	SSL CERTIFICATES		-		5,000		
	STORMWATER DATABASE MANAGEMENT		-		35,000		
	SWITCHING PORT		20,000		-		
	TELECOMMUNICATION		2,000		-		
	TELEPHONE UPDATES		500		-		
	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		7,000		6,500		
	WORKFORCE MANAGEMENT SERVICE		-		11,900		
Total:		\$ -	\$ 740,800	\$ 740,800	\$ 361,000	\$ (379,800)	-51.3%
640110	Telephone & Communications						
	HS - RCS SYSTEM FEES	\$	10,500		\$ 20,000		
	TELEPHONE & COMMUNICATIONS		490,100		480,600		
	WIFI / DATA		8,000		8,000		
Total:		\$ -	\$ 508,600	\$ 508,600	\$ 508,600	\$ -	0.0%
650130	Equipment Maintenance-Outside Services						
	3 C'S-ANNUAL LINE FEES	\$	-		\$ 3,000		
	3 C'S-MAINTENANCE		-		3,000		
	800 MHZ RADIO		80,000		70,000		
	ACCESS CONTROL		-		15,000		
	BACK-UP HARDWARE		7,500		20,900		
	BATTERY BACKUP MAINTENANCE		28,000		-		
	COPIER MAINTENANCE -RE		-		8,700		
	EMERGENCY COMM EQUIPMENT MAINT		3,000		-		
	EMERGENCY COMM VIDEO SERVICE		3,000		-		
	EXECUTIVE OFFICES		500		-		
	MP - AUTO CITE (TEO)		6,300		-		
	OFFICE OF THE DISTRICT CLERK		16,500		16,500		
	PLOTTER MAINT-(ENG)		-		1,600		
	PRINTER/COPIER/METER MAINT		-		42,900		
	SECURITY SYSTEM MAINT, GS BLDG		9,400		1,600		
	SOLARIS SERVER MAINTENANCE		30,000		30,000		
	UPS-MAINTENANCE		-		13,000		
	VIDEO CONFERENCING MAINTENANCE		15,000		15,000		
Total:		\$ -	\$ 199,200	\$ 199,200	\$ 241,200	\$ 42,000	21.1%
650140	Software Maintenance						
	ACT-SAGE SOFTWARE MAINT	\$	-		\$ 900		
	ADOBE & SNAG-IT		2,000		-		
	ARCHIVING & E-DISCOVERY MAINT		26,000		26,000		
	AUTOCITE SOFTWARE MAINTENANCE		1,000		-		
	CCTV CAMERA ANALYTICS		-		12,000		
	CCTV VIDEO MGMT SYSTEM		-		30,000		
	COLLABORATION SOFTWARE MAINT		23,000		21,000		

Technology Management Program

EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME		ACTUAL	ORIGINAL	ADJUSTED	BUDGET	CHANGE FROM	
EXPENSE DETAILS		FY 11/12	BUDGET FY 12/13	BUDGET FY 12/13	BUDGET FY 13/14	ADJUSTED	
						dollars	pct
	DATABASE MAINTENANCE		51,100		-		
	DOCUMENT MANAGEMENT		59,400		160,000		
	EMBARK SOFTWARE-MAINTENANCE		-		1,000		
	ENGINEERING CAD SYSTEM		9,500		9,500		
	ENT SEASAM BACK-UP MAINT		34,000		40,000		
	FAX MESSAGE MANAGER		2,800		-		
	GIS MAINTENANCE		33,500		33,500		
	GUIXT SOFTWARE MAINT		8,400		8,400		
	LIFERAY ENTERPRISE PORTAL		-		50,000		
	MICROSOFT ENTERPRISE MAINT		-		81,000		
	MISC SOFTWARE MAINT/LIC		500		-		
	MOIS		9,000		9,000		
	NOVELL SOFTWARE MAINT		75,000		75,000		
	OBJECT VIDEO MOTION SENSORS		12,000		-		
	ORACLE APPLICATIONS		10,000		6,000		
	ORACLE DATABASE MAINTENANCE		-		51,100		
	PAVEMENT MANAGEMENT SYSTEM		1,800		1,800		
	RE-CAD SYSTEM		-		9,000		
	RISK - RELATED		2,300		2,300		
	SAP ERP MAINTENANCE		136,200		159,000		
	SEA-WEB SYSTEM SUBSCRIPTION		3,500		3,500		
	SECURITY SOFTWARE MAINT		74,000		38,300		
	SOFTWARE MAINTENANCE		400		-		
	VIRTUAL MACHINE MAINTENANCE		31,000		31,000		
	VM SUPPORT/SUBSCRIPTION		-		45,000		
Total:		\$ -	\$ 606,400	\$ 606,400	\$ 904,300	\$ 297,900	49.1%
SUBTOTAL: NON-PERSONNEL EXPENSE		\$ -	\$ 3,579,900	\$ 3,579,900	\$ 3,347,000	\$ (232,900)	-6.5%
GRAND TOTAL:		\$ -	\$ 3,579,900	\$ 3,579,900	\$ 3,347,000	\$ (232,900)	-6.5%

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FINANCIAL SERVICES

Mission Statement

To safeguard the Port's financial assets, provide liquidity to fund its operations and capital requirements, and facilitate the Port'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 Port.

Objectives

- Issue timely invoicing of monies due to the Port and timely payment of Port obligations
- Prudently invest the Port's funds
- Provide funds for the Port'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 Port assets, including the employees
- Reinforce a safe, open, and secure work environment for Port employees
- Remain current on industry trends and accounting standards
- Recruit and retain a highly skilled and diverse workforce
- Reinforce Port'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 Port policies

- Timely and accurate invoicing and recording of Port 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 Port'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 Port's fixed-income investment portfolio, banking relationships, and debt administration functions
- Perform daily cash management function, including cash receipts, and wire transfers
- Direct the investment of bond proceeds and administer debt activities
- Provides support for audits performed by the Port's independent external auditor as well as audits performed by other agencies
- Management of the workers' compensation program
- Purchase and maintenance of the Port's insurance policies
- Recovery of claim costs
- Project and contract review for safety and insurance requirements
- Tracking proof of insurance from Port tenants and contractors
- Establishment of safety policies/procedures
- Tracking Occupational Safety and Health Administration regulations and determining their impact on the Port
- Safety training
- Investigations of accidents and injuries

The Financial Services department currently has 23 permanent positions.

Financial Services

SUMMARY OF DEPARTMENTAL EXPENSE

	ACTUAL RESULTS FY 11/12	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	INC/(DEC) FY 13/14-12/13 BUDGET	% CHANGE
Personnel Expense	\$ 2,651,276	\$ 2,811,200	\$ 3,419,200	\$ 608,000	21.6%
Non-Personnel Expense	283,229	362,600	1,677,300	1,314,700	362.6%
Total Direct Expense	\$ 2,934,505	\$ 3,173,800	\$ 5,096,500	\$ 1,922,700	60.6%
Less: Capitalized Expense	-	-	-	-	-
Equipment Outlay	-	-	-	-	-
TOTAL DEPARTMENTAL EXPENSE	\$ 2,934,505	\$ 3,173,800	\$ 5,096,500	\$ 1,922,700	60.6%

PERSONNEL EXPENSE

	ACTUAL RESULTS FY 11/12	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	INC/(DEC) FY 13/14-12/13 BUDGET	% CHANGE
Salaries and Wages	\$ 1,516,312	\$ 1,583,100	\$ 1,842,300	\$ 259,200	16.4%
Overtime	1,559	-	-	-	-
Burden	912,546	1,021,700	1,351,700	330,000	32.3%
OPEB Annual Expense	212,406	206,400	225,200	18,800	9.1%
Temporary Personnel	8,453	-	-	-	-
TOTAL PERSONNEL EXPENSE	\$ 2,651,276	\$ 2,811,200	\$ 3,419,200	\$ 608,000	21.6%

Note:

The Risk Management & Safety staff were transferred to Financial Services in FY 13/14.

Financial Services

PERMANENT POSITIONS

Transfer: 1 Risk and Safety Manager from Human Resources

1 Risk Management Analyst from Human Resources

2 Safety Specialist II from Human Resources

Eliminate: 2 Financial Analyst

1 Senior Accountant

POSITION TITLE	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14
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	1
Financial Analyst	5	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	0	1
Risk Management Analyst	0	1
Safety Specialist II	0	2
Senior Accountant	2	1
Senior Financial Analyst	1	1
Senior Management Analyst	1	1
TOTAL	22	23

STUDENT POSITIONS

POSITION TITLE	AMENDED BUDGET FY 12/13	BUDGET FY 13/14
Intern	0	1
TOTAL	0	1

Financial Services

EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL FY 11/12	ORIGINAL BUDGET FY 12/13	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	CHANGE FROM ADJUSTED	
					dollars	pct
600110 Overtime						
Total:	\$ 1,559	\$ -	\$ -	\$ -	\$ -	N/A
600120 Temporary Personnel						
Total:	\$ 8,453	\$ -	\$ -	\$ -	\$ -	N/A
SUBTOTAL: OVERTIME & TEMPS	\$ 10,012	\$ -	\$ -	\$ -	\$ -	N/A
610110 Books & Periodicals						
PROFESSIONAL PUBLICATIONS		\$ 1,800		\$ 500		
RISK - PUBLICATIONS		-		1,000		
Total:	\$ 1,882	\$ 1,800	\$ 1,800	\$ 1,500	\$ (300)	-16.7%
610115 Employee Recognition						
EMPLOYEE RECOGNITION		\$ 1,300		\$ 1,400		
Total:	\$ 792	\$ 1,300	\$ 1,300	\$ 1,400	\$ 100	7.7%
610120 Memberships & Dues						
AMER INST OF CPA'S		\$ 400		\$ -		
ASSN FOR FINANCIAL PROF'LS		400		-		
CA MUNI TREASURERS ASSN		200		-		
CA SOC OF CPA'S		800		-		
CA SOC OF MUNI FINANCE OFFICER		300		-		
GOVT FINANCE OFFICERS ASSN		800		-		
MEMBERSHIPS & DUES		500		4,300		
SAN DIEGO CREDIT ASSOCIATION		300		-		
Total:	\$ 2,644	\$ 3,700	\$ 3,700	\$ 4,300	\$ 600	16.2%
610140 Seminars & Training						
ANNUAL GOVT GAAP UPDATE		\$ 900		\$ 800		
AP/1099/SALES TAX TRAINING		600		300		
ASSN FOR FINANCIAL PROF'LS		1,400		1,000		
CA MUNI TREASURER'S ASSN		300		500		
CA SOC OF CPA'S		1,500		-		
CA SOC OF MUNI FINANCE OFFICER		1,000		-		
GOVT FINANCE OFFICERS ASSN		1,200		-		
REGULATORY TRAINING		1,100		2,500		
RISK - RELATED		-		900		
Total:	\$ 8,080	\$ 8,000	\$ 8,000	\$ 6,000	\$ (2,000)	-25.0%
615100 Mileage Reimbursement						
CAR ALLOWANCE		\$ 12,000		\$ -		
MILEAGE REIMBURSEMENT		1,000		1,000		
RISK - RELATED		-		300		
Total:	\$ 12,772	\$ 13,000	\$ 13,000	\$ 1,300	\$ (11,700)	-90.0%
615110 Travel						
ASSN FOR FINANCIAL PROF'LS		\$ 1,500		\$ -		
CA SOC OF MUNI FINANCE OFFICER		800		-		
GOVT FINANCE OFFICERS ASSN		1,500		-		
TRAVEL		2,700		-		
Total:	\$ 1,301	\$ 6,500	\$ 6,500	\$ -	\$ (6,500)	-100.0%

Financial Services

EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL FY 11/12	ORIGINAL BUDGET FY 12/13	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	CHANGE FROM ADJUSTED	
					dollars	pct
620100 Services - Professional & Other						
ACTUARIAL VALUATION SERVICES		\$ 34,000		\$ 5,000		
BLOOMBERG FINANCE LP		15,000		30,100		
COST ALLOCATION PLAN		17,900		-		
COST RECOVERY ANALYSIS		50,000		11,600		
FINANCIAL ADVISOR		66,000		66,000		
GOVT FINANCE & RESEARCH GROUP		4,000		4,000		
INTERACTIVE DATA(PORTFOLIO PR)		-		1,200		
INVESTMENT PORTFOLIO FEES		35,600		-		
RATING AGENCY SURVEILLANCES		5,700		6,000		
REVENUE BONDS TRUSTEE		1,500		1,200		
RISK - ACCIDENT INVESTIGATIONS		-		5,000		
RISK - AED PROGRAM		-		600		
RISK - HEARING CONSERVATION		-		5,500		
RISK - INSURANCE CERT TRACKING		-		12,000		
RISK - MARINE SURVEYS		-		1,900		
RISK - PHYSICALS		-		35,500		
UNION BANK OF CA TRUST ACCT		7,500		1,200		
US BANK (ESCROW AGNT DEP FEE)		1,400		10,800		
Total:	\$ 120,122	\$ 238,600	\$ 238,600	\$ 197,600	\$ (41,000)	-17.2%
620110 Services - Legal						
Total:	\$ 32,523	\$ -	\$ -	\$ -	\$ -	N/A
630110 Equipment & Systems						
RISK - RELATED		\$ -		\$ 15,000		
Total:	\$ 2,307	\$ -	\$ -	\$ 15,000	\$ 15,000	N/A
630130 Office & Operating Supplies						
OFFICE SUPPLIES		\$ 12,000		\$ 12,200		
Total:	\$ 23,390	\$ 12,000	\$ 12,000	\$ 12,200	\$ 200	1.7%
630140 Postage & Shipping						
POSTAGE & SHIPPING		\$ 5,000		\$ 5,200		
Total:	\$ 4,304	\$ 5,000	\$ 5,000	\$ 5,200	\$ 200	4.0%
630150 Safety Equipment & Supplies						
RISK - RELATED		\$ -		\$ 7,000		
Total:	\$ 32	\$ -	\$ -	\$ 7,000	\$ 7,000	N/A
640110 Telephone & Communications						
Total:	\$ 22,198	\$ -	\$ -	\$ -	\$ -	N/A
650120 Equipment Maintenance-Supplies						
RISK - RELATED		\$ -		\$ 1,200		
Total:	\$ -	\$ -	\$ -	\$ 1,200	\$ 1,200	N/A
650130 Equipment Maintenance-Outside Services						
EQUIPMENT MAINTENANCE-OUTSIDE		\$ 2,500		\$ 1,200		
RISK - RELATED		-		2,000		
Total:	\$ 1,058	\$ 2,500	\$ 2,500	\$ 3,200	\$ 700	28.0%

Financial Services

EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL FY 11/12	ORIGINAL BUDGET FY 12/13	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	CHANGE FROM ADJUSTED	
					dollars	pct
650140 Software Maintenance SYMPRO INC MAINT		\$ 6,700		\$ 6,700		
Total:	\$ 6,765	\$ 6,700	\$ 6,700	\$ 6,700	\$ -	0.0%
660110 Promotional Services PROMOTIONAL SERVICES RISK - RELATED		\$ 1,000		\$ - 600		
Total:	\$ 759	\$ 1,000	\$ 1,000	\$ 600	\$ (400)	-40.0%
670110 Insurance RISK - BROKER FEES RISK - INSURANCE PREMIUMS		\$ - -		\$ 41,000 1,304,600		
Total:	\$ -	\$ -	\$ -	\$ 1,345,600	\$ 1,345,600	N/A
670120 Insurance Claims RISK - RELATED		\$ -		\$ 10,000		
Total:	\$ -	\$ -	\$ -	\$ 10,000	\$ 10,000	N/A
670130 Permits/Certificates/License PERMITS/CERTIFICATES/LICENSE RISK - RELATED		\$ 600		\$ 300 3,000		
Total:	\$ 325	\$ 600	\$ 600	\$ 3,300	\$ 2,700	450.0%
670190 Other Miscellaneous Operating Expenses BANK FEES CREDIT CARD FEES PARKING METER SMART CARDS		\$ 47,000 14,400 500		\$ 40,000 15,200 -		
Total:	\$ 41,976	\$ 61,900	\$ 61,900	\$ 55,200	\$ (6,700)	-10.8%
SUBTOTAL: NON-PERSONNEL EXPENSE	\$ 283,229	\$ 362,600	\$ 362,600	\$ 1,677,300	\$ 1,314,700	362.6%
GRAND TOTAL:	\$ 293,241	\$ 362,600	\$ 362,600	\$ 1,677,300	\$ 1,314,700	362.6%

Board of Port Commissioners

SUMMARY OF DEPARTMENTAL EXPENSE

	ACTUAL RESULTS FY 11/12	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	INC/(DEC) FY 13/14-12/13 BUDGET	% CHANGE
Personnel Expense	\$ -	\$ -	\$ -	\$ -	-
Non-Personnel Expense	212,840	164,700	195,700	31,000	18.8%
Total Direct Expense	\$ 212,840	\$ 164,700	\$ 195,700	\$ 31,000	18.8%
Less: Capitalized Expense	-	-	-	-	-
Equipment Outlay	-	-	-	-	-
TOTAL DEPARTMENTAL EXPENSE	\$ 212,840	\$ 164,700	\$ 195,700	\$ 31,000	18.8%

PERSONNEL EXPENSE

	ACTUAL RESULTS FY 11/12	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	INC/(DEC) FY 13/14-12/13 BUDGET	% CHANGE
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	-
Overtime	-	-	-	-	-
Burden	-	-	-	-	-
OPEB Annual Expense	-	-	-	-	-
Temporary Personnel	-	-	-	-	-
TOTAL PERSONNEL EXPENSE	\$ -	\$ -	\$ -	\$ -	-

Board of Port Commissioners
EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL FY 11/12	ORIGINAL BUDGET FY 12/13	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	CHANGE FROM ADJUSTED	
					dollars	pct
SUBTOTAL: OVERTIME & TEMPS	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
610120 Memberships & Dues MEMBERSHIPS & DUES		\$ 200		\$ 200		
Total:	\$ 200	\$ 200	\$ 200	\$ 200	\$ -	0.0%
610140 Seminars & Training SEMINARS & TRAINING		\$ 7,000		\$ 3,000		
Total:	\$ 9,313	\$ 7,000	\$ 7,000	\$ 3,000	\$ (4,000)	-57.1%
615100 Mileage Reimbursement MILEAGE REIMBURSEMENT		\$ 60,000		\$ 72,000		
Total:	\$ 60,103	\$ 60,000	\$ 60,000	\$ 72,000	\$ 12,000	20.0%
615110 Travel TRAVEL		\$ 50,000		\$ 50,000		
Total:	\$ 79,224	\$ 50,000	\$ 50,000	\$ 50,000	\$ -	0.0%
620100 Services - Professional & Other SERVICES - PROFESSIONAL & OTHE		\$ 18,500		\$ 33,300		
Total:	\$ 17,859	\$ 18,500	\$ 18,500	\$ 33,300	\$ 14,800	80.0%
630110 Equipment & Systems						
Total:	\$ 264	\$ -	\$ -	\$ -	\$ -	N/A
630130 Office & Operating Supplies OFFICE & OPERATING SUPPLIES		\$ 1,000		\$ 800		
Total:	\$ 1,109	\$ 1,000	\$ 1,000	\$ 800	\$ (200)	-20.0%
630140 Postage & Shipping POSTAGE & SHIPPING		\$ 1,000		\$ 1,000		
Total:	\$ 292	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	0.0%
630150 Safety Equipment & Supplies						
Total:	\$ 130	\$ -	\$ -	\$ -	\$ -	N/A
640110 Telephone & Communications TELEPHONE & COMMUNICATIONS		\$ -		\$ 8,400		
Total:	\$ 13,357	\$ -	\$ -	\$ 8,400	\$ 8,400	N/A
660110 Promotional Services PROMOTIONAL SERVICES		\$ 25,000		\$ 27,000		
Total:	\$ 30,291	\$ 25,000	\$ 25,000	\$ 27,000	\$ 2,000	8.0%
660120 Promotional Materials PROMOTIONAL MATERIALS		\$ 2,000		\$ -		
Total:	\$ 698	\$ 2,000	\$ 2,000	\$ -	\$ (2,000)	-100.0%
SUBTOTAL: NON-PERSONNEL EXPENSE	\$ 212,840	\$ 164,700	\$ 164,700	\$ 195,700	\$ 31,000	18.8%
GRAND TOTAL:	\$ 212,840	\$ 164,700	\$ 164,700	\$ 195,700	\$ 31,000	18.8%

Financial Assistance

SUMMARY OF DEPARTMENTAL EXPENSE

	ACTUAL RESULTS FY 11/12	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	INC/(DEC) FY 13/14-12/13 BUDGET	% CHANGE
Personnel Expense	\$ -	\$ -	\$ -	\$ -	-
Non-Personnel Expense	7,836,779	4,500,000	4,500,000	-	0.0%
Total Direct Expense	\$ 7,836,779	\$ 4,500,000	\$ 4,500,000	\$ -	0.0%
Less: Capitalized Expense	-	-	-	-	-
Equipment Outlay	-	-	-	-	-
TOTAL DEPARTMENTAL EXPENSE	\$ 7,836,779	\$ 4,500,000	\$ 4,500,000	\$ -	0.0%

PERSONNEL EXPENSE

	ACTUAL RESULTS FY 11/12	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	INC/(DEC) FY 13/14-12/13 BUDGET	% CHANGE
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	-
Overtime	-	-	-	-	-
Burden	-	-	-	-	-
OPEB Annual Expense	-	-	-	-	-
Temporary Personnel	-	-	-	-	-
TOTAL PERSONNEL EXPENSE	\$ -	\$ -	\$ -	\$ -	-

Financial Assistance
EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL FY 11/12	ORIGINAL BUDGET FY 12/13	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	CHANGE FROM ADJUSTED	
					dollars	pct
SUBTOTAL: OVERTIME & TEMPS	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
660160 Financial Assistance/Grants/Contribution						
Total:	\$ 3,330,000	\$ -	\$ -	\$ -	\$ -	N/A
660180 Convention Center Financial Assistance						
CONV CENTER FIN ASSISTANCE	\$ 4,500,000	\$ 4,500,000	\$ 4,500,000	\$ 4,500,000	\$ -	0.0%
Total:	\$ 4,500,000	\$ 4,500,000	\$ 4,500,000	\$ 4,500,000	\$ -	0.0%
680160 Financial Assistance - Statistical						
Total:	\$ 6,779	\$ -	\$ -	\$ -	\$ -	N/A
SUBTOTAL: NON-PERSONNEL EXPENSE	\$ 7,836,779	\$ 4,500,000	\$ 4,500,000	\$ 4,500,000	\$ -	0.0%
GRAND TOTAL:	\$ 7,836,779	\$ 4,500,000	\$ 4,500,000	\$ 4,500,000	\$ -	0.0%

Miscellaneous Administration Building

SUMMARY OF DEPARTMENTAL EXPENSE

	ACTUAL RESULTS FY 11/12	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	INC/(DEC) FY 13/14-12/13 BUDGET	% CHANGE
Personnel Expense	\$ -	\$ -	\$ -	\$ -	-
Non-Personnel Expense	165,624	166,400	173,300	6,900	4.1%
Total Direct Expense	\$ 165,624	\$ 166,400	\$ 173,300	\$ 6,900	4.1%
Less: Capitalized Expense	-	-	-	-	-
Equipment Outlay	-	-	-	-	-
TOTAL DEPARTMENTAL EXPENSE	\$ 165,624	\$ 166,400	\$ 173,300	\$ 6,900	4.1%

PERSONNEL EXPENSE

	ACTUAL RESULTS FY 11/12	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	INC/(DEC) FY 13/14-12/13 BUDGET	% CHANGE
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	-
Overtime	-	-	-	-	-
Burden	-	-	-	-	-
OPEB Annual Expense	-	-	-	-	-
Temporary Personnel	-	-	-	-	-
TOTAL PERSONNEL EXPENSE	\$ -	\$ -	\$ -	\$ -	-

Miscellaneous Administration Building
EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL FY 11/12	ORIGINAL BUDGET FY 12/13	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	CHANGE FROM ADJUSTED	
					dollars	pct
SUBTOTAL: OVERTIME & TEMPS	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
640100 Space Rental						
CALTRANS-(ADMIN BLDG PARKING)		\$ 16,200		\$ 21,400		
SDCRAA LEASE (EE PARKING)		150,200		151,900		
Total:	\$ 165,624	\$ 166,400	\$ 166,400	\$ 173,300	\$ 6,900	4.1%
SUBTOTAL: NON-PERSONNEL EXPENSE	\$ 165,624	\$ 166,400	\$ 166,400	\$ 173,300	\$ 6,900	4.1%
GRAND TOTAL:	\$ 165,624	\$ 166,400	\$ 166,400	\$ 173,300	\$ 6,900	4.1%

MSA, Interest & Other

SUMMARY OF DEPARTMENTAL EXPENSE

	ACTUAL RESULTS FY 11/12	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	INC/(DEC) FY 13/14-12/13 BUDGET	% CHANGE
Personnel Expense	\$ -	\$ -	\$ -	\$ -	-
Non-Personnel Expense	11,526,869	13,047,200	12,271,700	(775,500)	-5.9%
Total Direct Expense	\$ 11,526,869	\$ 13,047,200	\$ 12,271,700	\$ (775,500)	-5.9%
Less: Capitalized Expense	-	-	-	-	-
Equipment Outlay	-	-	-	-	-
TOTAL DEPARTMENTAL EXPENSE	\$ 11,526,869	\$ 13,047,200	\$ 12,271,700	\$ (775,500)	-5.9%

PERSONNEL EXPENSE

	ACTUAL RESULTS FY 11/12	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	INC/(DEC) FY 13/14-12/13 BUDGET	% CHANGE
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	-
Overtime	-	-	-	-	-
Burden	-	-	-	-	-
OPEB Annual Expense	-	-	-	-	-
Temporary Personnel	-	-	-	-	-
TOTAL PERSONNEL EXPENSE	\$ -	\$ -	\$ -	\$ -	-

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

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL FY 11/12	ORIGINAL BUDGET FY 12/13	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	CHANGE FROM ADJUSTED	
					dollars	pct
SUBTOTAL: OVERTIME & TEMPS	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
620100 Services - Professional & Other						
Total:	\$ (95,495)	\$ -	\$ -	\$ -	\$ -	N/A
650110 Facilities Maintenance-Outside Services						
IMPERIAL BEACH MAINTENANCE		\$ 854,300		\$ 807,500		
Total:	\$ 810,113	\$ 854,300	\$ 900,600	\$ 807,500	\$ (93,100)	-10.3%
660130 Svcs - Fire, Police, Rescue, Emergency						
MUNICIPAL SERVICE AGREEMENTS		\$ 6,077,600		\$ 7,334,700		
Total:	\$ 6,070,287	\$ 6,077,600	\$ 7,141,300	\$ 7,334,700	\$ 193,400	2.7%
670140 Legal Settlements						
Total:	\$ 328,100	\$ -	\$ -	\$ -	\$ -	N/A
670190 Other Miscellaneous Operating Expenses						
MARINE TERMINAL IMPACT FUND		\$ 100,000		\$ 100,000		
Total:	\$ (93,055)	\$ 100,000	\$ 100,000	\$ 100,000	\$ -	0.0%
670191 Other Miscellaneous -Sub-Grantee's Expen						
MISCELLANEOUS		\$ 698,700		\$ -		
Total:	\$ 111,325	\$ 698,700	\$ 698,700	\$ -	\$ (698,700)	-100.0%
680120 Interest-SDCRAA, Carnival, Key Gov't & O						
KEY GOV'T INTEREST		\$ 64,900		\$ 33,300		
POND 20 INTEREST		3,300		-		
SDCRAA NOTE INTEREST		2,315,000		2,237,600		
Total:	\$ 2,512,104	\$ 2,383,200	\$ 2,383,200	\$ 2,270,900	\$ (112,300)	-4.7%
680621 Interest Expense - Series A 2004 Bonds						
INTEREST		\$ 624,000		\$ 546,100		
PREMIUM AMORTIZATION		(69,000)		(53,400)		
Total:	\$ 612,588	\$ 555,000	\$ 555,000	\$ 492,700	\$ (62,300)	-11.2%
680622 Interest Expense - Series B 2004 Bonds						
INTEREST		\$ 1,325,200		\$ 1,325,200		
PREMIUM AMORTIZATION		(56,800)		(59,300)		
Total:	\$ 1,270,902	\$ 1,268,400	\$ 1,268,400	\$ 1,265,900	\$ (2,500)	-0.2%
SUBTOTAL: NON-PERSONNEL EXPENSE	\$ 11,526,869	\$ 11,937,200	\$ 13,047,200	\$ 12,271,700	\$ (775,500)	-5.9%
GRAND TOTAL:	\$ 11,526,869	\$ 11,937,200	\$ 13,047,200	\$ 12,271,700	\$ (775,500)	-5.9%

PORT ATTORNEY

Mission Statement

To provide legal expertise to, and to support, represent, and advise the Board of Port Commissioners, the Executive Director/President/CEO, and Port staff in matters of law pertaining to the Port and to provide full legal analysis and support for Port projects and initiatives.

Vision Statement

To be a premier public law firm dedicated to providing comprehensive legal services to the Board of Port Commissioners, the Executive Director/President/CEO, and Port staff.

Current Services

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

- Represents and advises the Board of Port Commissioners, the Executive Director/President/CEO and Officers, and Port staff in matters of law pertaining to the Port
- Review, interpret, analyze, and advise regarding laws, policies, and regulations including 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 of Port Commission Policies, Port Code, and numerous others
- Review, revise, and approve leases, permits, agreements, contracts, policies, and other such documents
- Handle directly, coordinate with outside counsel, or monitor outside counsel regarding all aspects of claims and litigation filed against the Port, or by the Port against others, including analyzing claims, reporting to the Board, conducting legal research, initiating factual investigations, putting insurers on notice, tendering defense, developing strategy, conducting and responding to discovery, drafting and filing pleadings, and representing the Port in hearings, depositions, mediation, arbitration, and court proceedings. Claims range from environmental cost recovery actions and slip and fall claims to *Skelly* hearings and employment hearings and lawsuits
- Prepare Board resolutions and ordinances, and review and approve Board agendas
- Identify issues and potential liability and, if necessary, retain and oversee work by outside counsel and outside consultants
- Provide legal support for purchases and acquisitions
- Conduct limited legislative monitoring, draft proposed legislation, assist with lobbying efforts, and interface with bill sponsors as requested
- Assist member cities by working with city attorneys on joint projects or in allocating responsibility
- Administrative tasks such as processing claims, serving notices, billing attorney's time for cost recovery purposes, reviewing and paying outside counsel fees, ordering office supplies, making travel arrangements, maintaining legal memoranda and opinions, processing expense and other reports, scheduling meetings, managing on-line legal research, customer service requests, managing budget, and others
- Respond to all legal inquiries in a timely manner in an attempt to facilitate the accomplishment of Port goals and projects
- Implement proactive legal strategies to minimize legal exposure of the Port
- Work with Port staff to properly analyze and apply legal principles
- Strategies for enhancing public entity attorney-client relations
- Enhancement of legislative/regulatory review to apprise the Port of changes, or proposed changes, in the law
- Efforts to achieve cost effective mechanisms to deliver legal services
- Strategies to assess and address environmental issues and litigation matters
- Minimize litigation risks and costs

The Port Attorney's Office currently has 12 permanent positions.

Port Attorney

SUMMARY OF DEPARTMENTAL EXPENSE

	ACTUAL RESULTS FY 11/12	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	INC/(DEC) FY 13/14-12/13 BUDGET	% CHANGE
Personnel Expense	\$ 1,668,688	\$ 1,826,400	\$ 2,416,000	\$ 589,600	32.3%
Non-Personnel Expense	2,261,497	1,858,800	4,136,400	2,277,600	122.5%
Total Direct Expense	\$ 3,930,185	\$ 3,685,200	\$ 6,552,400	\$ 2,867,200	77.8%
Less: Capitalized Expense	-	-	-	-	-
Equipment Outlay	-	-	-	-	-
TOTAL DEPARTMENTAL EXPENSE	\$ 3,930,185	\$ 3,685,200	\$ 6,552,400	\$ 2,867,200	77.8%

PERSONNEL EXPENSE

	ACTUAL RESULTS FY 11/12	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	INC/(DEC) FY 13/14-12/13 BUDGET	% CHANGE
Salaries and Wages	\$ 1,032,640	\$ 1,199,600	\$ 1,407,400	\$ 207,800	17.3%
Overtime	300	500	500	-	0.0%
Burden	539,424	532,700	890,600	357,900	67.2%
OPEB Annual Expense	96,324	93,600	117,500	23,900	25.5%
Temporary Personnel	-	-	-	-	-
TOTAL PERSONNEL EXPENSE	\$ 1,668,688	\$ 1,826,400	\$ 2,416,000	\$ 589,600	32.3%

Port Attorney

PERMANENT POSITIONS

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

STUDENT POSITIONS

POSITION TITLE	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14
Intern	1	0
TOTAL	1	0

Note:

In FY12/13, the Board approved the addition of 2 new positions , 1 Deputy Port Attorney I/II/III (III) and 1 Legal Secretary. These changes are reflected in the Adjusted Budget FY12/13 column above.

Port Attorney
EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL FY 11/12	ORIGINAL BUDGET FY 12/13	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	CHANGE FROM ADJUSTED	
					dollars	pct
600110 Overtime						
MISCELLANEOUS		\$ 500		\$ 500		
Total:	\$ 300	\$ 500	\$ 500	\$ 500	\$ -	0.0%
SUBTOTAL: OVERTIME & TEMPS	\$ 300	\$ 500	\$ 500	\$ 500	\$ -	0.0%
610110 Books & Periodicals						
BOOKS & PERIODICALS		\$ 24,700		\$ 25,200		
Total:	\$ 30,014	\$ 24,700	\$ 24,700	\$ 25,200	\$ 500	2.0%
610115 Employee Recognition						
EMPLOYEE RECOGNITION		\$ 400		\$ 500		
Total:	\$ 197	\$ 400	\$ 400	\$ 500	\$ 100	25.0%
610120 Memberships & Dues						
MEMBERSHIPS & DUES		\$ 6,000		\$ 7,500		
Total:	\$ 4,466	\$ 6,000	\$ 6,000	\$ 7,500	\$ 1,500	25.0%
610140 Seminars & Training						
SEMINARS & TRAINING		\$ 12,400		\$ 15,500		
Total:	\$ 3,244	\$ 12,400	\$ 12,400	\$ 15,500	\$ 3,100	25.0%
615100 Mileage Reimbursement						
MILEAGE REIMBURSEMENT		\$ 21,300		\$ 14,100		
Total:	\$ 16,555	\$ 21,300	\$ 21,300	\$ 14,100	\$ (7,200)	-33.8%
615110 Travel						
TRAVEL		\$ 17,300		\$ 17,300		
Total:	\$ 9,130	\$ 17,300	\$ 17,300	\$ 17,300	\$ -	0.0%
620100 Services - Professional & Other						
SERVICES - PROFESSIONAL & OTHE		\$ 284,000		\$ 500,000		
Total:	\$ 398,645	\$ 284,000	\$ 284,000	\$ 500,000	\$ 216,000	76.1%
620110 Services - Legal						
SERVICES - LEGAL		\$ 1,367,400		\$ 1,746,000		
Total:	\$ 1,772,003	\$ 1,367,400	\$ 1,367,400	\$ 1,746,000	\$ 378,600	27.7%
620115 Services - Legal - Business Division						
SERVICES - LEGAL - BUSINESS DIV		\$ -		\$ 1,785,000		
Total:	\$ -	\$ -	\$ -	\$ 1,785,000	\$ 1,785,000	N/A
630110 Equipment & Systems						
Total:	\$ 6,753	\$ -	\$ -	\$ -	\$ -	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		\$ 6,000		
Total:	\$ 4,005	\$ 6,000	\$ 6,000	\$ 6,000	\$ -	0.0%
630140 Postage & Shipping						
POSTAGE & SHIPPING		\$ 1,100		\$ 1,100		
Total:	\$ 747	\$ 1,100	\$ 1,100	\$ 1,100	\$ -	0.0%

Port Attorney
EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL FY 11/12	ORIGINAL BUDGET FY 12/13	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	CHANGE FROM ADJUSTED	
					dollars	pct
630150 Safety Equipment & Supplies SAFETY EQUIPMENT & SUPPLIES		\$ 200		\$ 200		
Total:	\$ -	\$ 200	\$ 200	\$ 200	\$ -	0.0%
640110 Telephone & Communications						
Total:	\$ 11,417	\$ -	\$ -	\$ -	\$ -	N/A
650130 Equipment Maintenance-Outside Services EQUIPMENT MAINTENANCE-OUTSIDE		\$ 8,000		\$ 8,000		
Total:	\$ 884	\$ 8,000	\$ 8,000	\$ 8,000	\$ -	0.0%
660110 Promotional Services PROMOTIONAL SERVICES		\$ 9,900		\$ 9,900		
Total:	\$ 3,440	\$ 9,900	\$ 9,900	\$ 9,900	\$ -	0.0%
660135 Eligible Environmental Fund Expenditures S BAY PWR PLANT INVESTIGATION		\$ 100,000		\$ -		
Total:	\$ -	\$ 100,000	\$ 100,000	\$ -	\$ (100,000)	-100.0%
SUBTOTAL: NON-PERSONNEL EXPENSE	\$ 2,261,497	\$ 1,858,800	\$ 1,858,800	\$ 4,136,400	\$ 2,277,600	122.5%
GRAND TOTAL:	\$ 2,261,798	\$ 1,859,300	\$ 1,859,300	\$ 4,136,900	\$ 2,277,600	122.5%

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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 Port'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 Port.

Objectives

- Provide professional auditing services to assist the Port in improving the effectiveness of internal control, governance processes, and risk management
- Report to the Board of Port Commissioners (BPC), conducts audits in accordance with current professional standards, and safeguards Port assets against fraud, waste, and abuse
- Ensure the Port's compliance with applicable laws, policies, procedures, and mandates
- Assist in maintaining the Port's financial stability
- Deliver customer focused services in an effective, timely, and courteous manner
- Build and maintain collaborative stakeholder relationships
- Support the Port'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

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

The Port Auditor's Office currently has 5 permanent positions.

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, Marketing Fee-For-Service Program)

Port Auditor

SUMMARY OF DEPARTMENTAL EXPENSE

	ACTUAL RESULTS FY 11/12	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	INC/(DEC) FY 13/14-12/13 BUDGET	% CHANGE
Personnel Expense	\$ -	\$ 584,100	\$ 771,400	\$ 187,300	32.1%
Non-Personnel Expense	82,236	155,700	287,900	132,200	84.9%
Total Direct Expense	\$ 82,236	\$ 739,800	\$ 1,059,300	\$ 319,500	43.2%
Less: Capitalized Expense	-	-	-	-	-
Equipment Outlay	-	-	-	-	-
TOTAL DEPARTMENTAL EXPENSE	\$ 82,236	\$ 739,800	\$ 1,059,300	\$ 319,500	43.2%

PERSONNEL EXPENSE

	ACTUAL RESULTS FY 11/12	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	INC/(DEC) FY 13/14-12/13 BUDGET	% CHANGE
Salaries and Wages	\$ -	\$ 328,300	\$ 434,600	\$ 106,300	32.4%
Overtime	-	-	-	-	-
Burden	-	218,600	287,800	69,200	31.7%
OPEB Annual Expense	-	37,200	49,000	11,800	31.7%
Temporary Personnel	-	-	-	-	-
TOTAL PERSONNEL EXPENSE	\$ -	\$ 584,100	\$ 771,400	\$ 187,300	32.1%

Note:

In FY 12/13 the Audit Services was transferred from Human Resources and will report directly to the Board of Port Commissioners.

Port Auditor

PERMANENT POSITIONS

Addition: 1 Assistant to Port Auditor

POSITION TITLE	AMENDED BUDGET FY 12/13	BUDGET FY 13/14
Assistant to Port Auditor	0	1
Auditor	1	1
Port Auditor-Board Appointee	1	1
Senior Auditor	2	2
TOTAL	4	5

Port Auditor
EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL FY 11/12	ORIGINAL BUDGET FY 12/13	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	CHANGE FROM ADJUSTED	
					dollars	pct
SUBTOTAL: OVERTIME & TEMPS	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
610110 Books & Periodicals PROFESSIONAL PUBLICATION	\$ -	\$ 200	\$ -	\$ -		
Total:	\$ -	\$ 200	\$ 200	\$ -	\$ (200)	-100.0%
610115 Employee Recognition EMPLOYEE RECOGNITION	\$ -	\$ 200	\$ -	\$ 200		
Total:	\$ -	\$ 200	\$ 200	\$ 200	\$ -	0.0%
610120 Memberships & Dues MEMBERSHIP & DUES	\$ -	\$ 800	\$ -	\$ 500		
Total:	\$ -	\$ 800	\$ 800	\$ 500	\$ (300)	-37.5%
610140 Seminars & Training SEMINARS	\$ -	\$ 3,500	\$ -	\$ 2,100		
Total:	\$ -	\$ 3,500	\$ 3,500	\$ 2,100	\$ (1,400)	-40.0%
615100 Mileage Reimbursement MILEAGE REIMBURSEMENT	\$ -	\$ 11,400	\$ -	\$ 12,200		
Total:	\$ -	\$ 11,400	\$ 11,400	\$ 12,200	\$ 800	7.0%
615110 Travel TRAVEL	\$ -	\$ 2,000	\$ -	\$ 3,000		
Total:	\$ -	\$ 2,000	\$ 2,000	\$ 3,000	\$ 1,000	50.0%
620100 Services - Professional & Other CONSULTING SERVICES EXTERNAL AUDITOR FRAUD/ETHICS HOTLINE INFO TECH AUDIT	\$ -	\$ 2,300 100,600 2,500 30,000	\$ -	\$ - 100,900 2,500 165,000		
Total:	\$ 82,236	\$ 135,400	\$ 135,400	\$ 268,400	\$ 133,000	98.2%
630130 Office & Operating Supplies OFFICE SUPPLIES	\$ -	\$ 1,300	\$ -	\$ 1,000		
Total:	\$ -	\$ 1,300	\$ 1,300	\$ 1,000	\$ (300)	-23.1%
630140 Postage & Shipping POSTAGE & SHIPPING	\$ -	\$ 200	\$ -	\$ 200		
Total:	\$ -	\$ 200	\$ 200	\$ 200	\$ -	0.0%
660110 Promotional Services PROMOTIONAL SERVICES	\$ -	\$ 700	\$ -	\$ 300		
Total:	\$ -	\$ 700	\$ 700	\$ 300	\$ (400)	-57.1%
SUBTOTAL: NON-PERSONNEL EXPENSE	\$ 82,236	\$ 155,700	\$ 155,700	\$ 287,900	\$ 132,200	84.9%
GRAND TOTAL:	\$ 82,236	\$ 155,700	\$ 155,700	\$ 287,900	\$ 132,200	84.9%

Utilities

SUMMARY OF DEPARTMENTAL EXPENSE

	ACTUAL RESULTS FY 11/12	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	INC/(DEC) FY 13/14-12/13 BUDGET	% CHANGE
Personnel Expense	\$ -	\$ -	\$ -	\$ -	-
Non-Personnel Expense	2,445,611	2,505,200	2,850,000	344,800	13.8%
Total Direct Expense	\$ 2,445,611	\$ 2,505,200	\$ 2,850,000	\$ 344,800	13.8%
Less: Capitalized Expense	-	-	-	-	-
Equipment Outlay	-	-	-	-	-
TOTAL DEPARTMENTAL EXPENSE	\$ 2,445,611	\$ 2,505,200	\$ 2,850,000	\$ 344,800	13.8%

PERSONNEL EXPENSE

	ACTUAL RESULTS FY 11/12	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	INC/(DEC) FY 13/14-12/13 BUDGET	% CHANGE
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	-
Overtime	-	-	-	-	-
Burden	-	-	-	-	-
OPEB Annual Expense	-	-	-	-	-
Temporary Personnel	-	-	-	-	-
TOTAL PERSONNEL EXPENSE	\$ -	\$ -	\$ -	\$ -	-

Utilities

EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL FY 11/12	ORIGINAL BUDGET FY 12/13	ADJUSTED BUDGET FY 12/13	BUDGET FY 13/14	CHANGE FROM ADJUSTED	
					dollars	pct
SUBTOTAL: OVERTIME & TEMPS	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
640120 Utilities-Gas & Electric UTILITIES-GAS & ELECTRIC		\$ 1,482,800		\$ 1,681,500		
Total:	\$ 1,548,995	\$ 1,482,800	\$ 1,482,800	\$ 1,681,500	\$ 198,700	13.4%
640130 Utilities-Water UTILITIES-WATER		\$ 1,022,400		\$ 1,168,500		
Total:	\$ 896,616	\$ 1,022,400	\$ 1,022,400	\$ 1,168,500	\$ 146,100	14.3%
SUBTOTAL: NON-PERSONNEL EXPENSE	\$ 2,445,611	\$ 2,505,200	\$ 2,505,200	\$ 2,850,000	\$ 344,800	13.8%
GRAND TOTAL:	\$ 2,445,611	\$ 2,505,200	\$ 2,505,200	\$ 2,850,000	\$ 344,800	13.8%