

Maritime Division Summary

FY 08/09 DIVISION BUDGET SUMMARY

	ACTUAL RESULTS FY 06/07	AMENDED BUDGET FY 07/08	BUDGET FY 08/09	INCREASE FY 08/09-07/08 BUDGET	% INCREASE
NET OPERATING EXPENSES BY DEPT:					
Maritime Operations & Properties	10,587,760	13,863,900	13,656,500	(207,400)	-1.5%
Maritime Trade Development	583,402	796,400	765,000	(31,400)	-3.9%
TOTAL DIRECT EXPENSES	\$ 11,171,162	\$ 14,660,300	\$ 14,421,500	\$ (238,800)	-1.6%
EQUIPMENT OUTLAY	\$ 206,104	\$ 127,000	\$ 80,100	\$ (46,900)	-36.9%
TOTAL DIVISION	\$ 11,377,267	\$ 14,787,300	\$ 14,501,600	\$ (285,700)	-1.9%
STAFFING BUDGET	38	45	46	1	2.2%

MARITIME OPERATIONS & PROPERTIES

Role

Maritime Operations and Properties Department facilitates the growth of maritime commerce and marine industry. The Operations staff manages the marine terminal berth assignments, space assignments, and Maritime Transportation Security Act in support of cargo operations at two maritime cargo terminals and passenger operations at the cruise ship terminal. The Properties staff manages land facility assets including marine industrial properties, acquires new properties, plans facility development for new and long-range business, and leases Port and upland properties to accommodate cargo and cruise ship business, in support of Port goals. Maritime Operations and Properties assists Maritime Trade Development in new business negotiation.

The Maritime Operations and Properties Department has forty-two permanent budgeted positions, twenty-six with the Operations staff, twelve with the Properties staff, and four that support the Division (Senior Director of Maritime, Program Manager, Senior Financial Analyst, and Executive Assistant II).

Mission Statement

The mission of the Maritime Operations and Properties Department is to facilitate and maximize maritime commerce and to provide a safe, secure, and environmentally friendly work and recreation area within the tidelands trust for the betterment of the entire San Diego region through enhancement of the maritime cargo and cruise ship terminals and public access areas and facilities.

The Department's Mission supports the following Port Strategic Goals:

- Promote the Port's maritime industries to stimulate regional economic vitality.
- Enhance and sustain a dynamic and diverse waterfront.
- Protect and improve the environmental conditions of San Diego Bay and the Tidelands.
- Develop and maintain a high level of public understanding that builds confidence and trust in the Port.
- Strengthen the Port's financial performance.

Vision Statement

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

Current Services

To achieve this Mission/Vision, we will continue to offer these Current Services:

- Lease Administration
- Lease Negotiations
- Request for Qualification (RFQ) and Request for Proposal (RFP) – New Development
- Maritime Cargo Terminal Management
- Cruise Ship Passenger Terminal Management
- Maritime Transportation Security Administration Compliance
- Commercial Fishing Vessel Slip and Commercial Pier Management
- Military Strategic Seaport Facilities
- Parking and Traffic Enforcement
- Community Outreach on Maritime Issues
- Seaport Security Surveillance and Intrusion Detection System Program Management

Objectives

- Meet the budget
- Have a positive economic impact on the region
- Retain new and existing desirable customers
- Ensure the sustainability of major industrial waterfront tenants
- Develop operational partnerships with customers
- Reduce truck traffic in the neighborhood
- Adequately maintain facilities and infrastructure
- Optimize the use of marine terminals
- Continue good two-way communications with the BPC
- Develop new facilities and infrastructure
- Work with HPD to meet the overarching security goals of the Port
- Comply with all MTSA security requirements and Coast Guard
- Improve employees' technological skills
- Continue to develop and maintain a constructive culture

Maritime Operations & Properties

SUMMARY OF DEPARTMENTAL EXPENSE

	ACTUAL RESULTS FY 06/07	AMENDED BUDGET FY 07/08	BUDGET FY 08/09	INCREASE FY 08/09-07/08 BUDGET	% INCREASE
Personnel Expense	\$ 3,480,671	\$ 3,712,000	\$ 3,973,800	\$ 261,800	7.1%
Non-Personnel Expense	7,107,089	10,151,900	9,682,700	(469,200)	-4.6%
Total Direct Expense	\$ 10,587,760	\$ 13,863,900	\$ 13,656,500	\$ (207,400)	-1.5%
Less: Capitalized Expense	-	-	-	-	-
Equipment Outlay	206,104	127,000	80,100	(46,900)	-36.9%
TOTAL DEPARTMENTAL EXPENSE	\$ 10,793,865	\$ 13,990,900	\$ 13,736,600	\$ (254,300)	-1.8%

PERSONNEL EXPENSE

	ACTUAL RESULTS FY 06/07	AMENDED BUDGET FY 07/08	BUDGET FY 08/09	INCREASE FY 08/09-07/08 BUDGET	% INCREASE
Salaries and Wages	\$ 2,239,354	\$ 2,452,500	\$ 2,582,700	\$ 130,200	5.3%
Overtime	131,873	120,400	120,400	-	0.0%
Burden	1,092,459	1,119,100	1,209,000	89,900	8.0%
Temporary Personnel	16,985	20,000	61,700	41,700	208.5%
TOTAL PERSONNEL EXPENSE	\$ 3,480,671	\$ 3,712,000	\$ 3,973,800	\$ 261,800	7.1%

Maritime Operations & Properties

POSITION SUMMARY

Reclassify: 1 Executive Assistant II (Unclassified) to 1 Executive Assistant II (Classified)

Addition: 1 Senior Asset Manager

POSITION TITLE	AMENDED	
	BUDGET FY 07/08	BUDGET FY 08/09
Administrative Assistant II (Classified)	3	3
Asset Manager	3	3
Assistant Director, Maritime Properties	1	1
Director, Maritime Ops & Properties	1	1
Executive Assistant I (Classified)	2	2
Executive Assistant II	1	0
Executive Assistant II (Classified)	0	1
Facility Security Officer	1	1
Marine Terminal Superintendent	1	1
Marine Terminal Supervisor	4	4
Program Manager	1	1
Senior Asset Manager	0	1
Senior Director, Maritime	1	1
Senior Financial Analyst	1	1
Traffic Enforcement Officer	5	5
Traffic Enforcement Supervisor	1	1
Wharfinger	15	15
TOTAL	41	42

Maritime Operations & Properties

NON-PERSONNEL EXPENSE DETAILS

	ACTUAL RESULTS FY 06/07	AMENDED BUDGET FY 07/08	BUDGET FY 08/09	INCREASE FY 08/09-07/08 BUDGET	% INCREASE
Books & Periodicals	432	1,500	1,500	-	0.0%
Employee Recognition	1,401	1,200	1,300	100	8.3%
Memberships & Dues	300	2,900	2,700	(200)	-6.9%
Seminars & Training	13,923	32,000	49,400	17,400	54.4%
STAFF DEVELOPMENT	\$ 16,056	\$ 37,600	\$ 54,900	\$ 17,300	46.0%
Mileage Reimbursement	14,066	15,000	15,800	800	5.3%
Travel	55,145	108,900	111,300	2,400	2.2%
TRAVEL	\$ 69,211	\$ 123,900	\$ 127,100	\$ 3,200	2.6%
Services - Professional & Other	6,113,353	8,664,700	8,252,200	(412,500)	-4.8%
Services - Legal	-	-	20,000	20,000	-
CONTRACTUAL SERVICES	\$ 6,113,353	\$ 8,664,700	\$ 8,272,200	\$ (392,500)	-4.5%
Equipment & Systems	76,978	208,300	218,500	10,200	4.9%
Equipment Rental/Leasing	116,193	169,100	169,600	500	0.3%
Office & Operating Supplies	32,013	50,100	51,600	1,500	3.0%
Postage & Shipping	2,053	2,700	2,700	-	0.0%
Safety Equipment & Supplies	100,301	8,700	47,600	38,900	447.1%
Fuel & Lubricants	656	3,000	-	(3,000)	-100.0%
Uniforms	769	7,500	9,500	2,000	26.7%
SUPPLIES & EQUIPMENT	\$ 328,963	\$ 449,400	\$ 499,500	\$ 50,100	11.1%
Space Rental	10,608	152,900	53,000	(99,900)	-65.3%
Telephone & Communications	30,781	55,000	64,800	9,800	17.8%
Utilities-Water	15,083	31,600	32,000	400	1.3%
Tenant Improvements/Removals	-	78,300	-	(78,300)	-100.0%
Facility Management Services	444,770	491,600	500,000	8,400	1.7%
FACILITIES EXPENSE	\$ 501,242	\$ 809,400	\$ 649,800	\$ (159,600)	-19.7%
Facilities Maintenance-Supplies	11,118	11,600	9,300	(2,300)	-19.8%
Equipment Maintenance-Outside Services	11,422	16,300	32,900	16,600	101.8%
Software Maintenance	8,500	15,000	15,000	-	0.0%
MAINTENANCE & REPAIRS	\$ 31,040	\$ 42,900	\$ 57,200	\$ 14,300	33.3%
Advertising	-	500	500	-	0.0%
Promotional Services	16,028	20,000	20,000	-	0.0%
Promotional Materials	1,899	1,500	1,500	-	0.0%
COMMUNITY & ENVIRONMENTAL	\$ 17,928	\$ 22,000	\$ 22,000	\$ -	0.0%

Maritime Operations & Properties

NON-PERSONNEL EXPENSE DETAILS

	ACTUAL RESULTS FY 06/07	AMENDED BUDGET FY 07/08	BUDGET FY 08/09	INCREASE FY 08/09-07/08 BUDGET	% INCREASE
Bad Debt Expense	28,375	-	-	-	-
RISK MANAGEMENT	\$ 28,375	\$ -	\$ -	\$ -	-
Other Miscellaneous Expenses	921	2,000	-	(2,000)	-100.0%
OTHER EXPENSE	\$ 921	\$ 2,000	\$ -	\$ (2,000)	-100.0%
TOTAL NON PERSONNEL EXPENSE	\$ 7,107,089	\$ 10,151,900	\$ 9,682,700	\$ (469,200)	-4.6%

Maritime Operations & Properties

EQUIPMENT OUTLAY

DESCRIPTION	REASON	QTY	UNIT COST	TOTAL COST
ALUMINUM GANGWAY	N	1	\$ 21,100	\$ 21,100
MID SIZE EXTENDED CAB TRUCK	R	1	19,000	19,000
RADAR SPEED DISPLAY TRAILER	N	2	7,500	15,000
TRAVELERS INFORMATION STATION	N	1	25,000	25,000
TOTAL		5		\$ 80,100

Maritime Operations & Properties
EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL FY 06/07	ORIGINAL	AMENDED	BUDGET	INCREASE OVER	
		BUDGET FY 07/08	BUDGET FY 07/08	BUDGET FY 08/09	AMENDED	
					dollars	pct
600110 Overtime						
MO - WHARFINGERS, MARINE TERMI		\$ 70,400		\$ 70,400		
TRAFFIC ENFORCEMENT OFFICERS		50,000		50,000		
Total:	\$ 131,873	\$ 120,400	\$ 120,400	\$ 120,400	\$ -	0%
600120 Temporary Personnel						
TWIC IMPLEMENTATION		\$ -		\$ 41,700		
MISCELLANEOUS		20,000		20,000		
Total:	\$ 16,985	\$ 20,000	\$ 20,000	\$ 61,700	\$ 41,700	209%
SUBTOTAL: OVERTIME & TEMPS	\$ 148,858	\$ 140,400	\$ 140,400	\$ 182,100	\$ 41,700	30%
610110 Books & Periodicals						
MO - CST YACHT REPORT		\$ 300		\$ -		
MO- DIRECTORIES, REFERENCE BOO		600		-		
MP - BOOKS, PERIODICALS		300		-		
MP - VEHICLE CODE (TEO'S)		300		-		
MISCELLANEOUS		-		1,500		
Total:	\$ 432	\$ 1,500	\$ 1,500	\$ 1,500	\$ -	0%
610115 Employee Recognition						
MISCELLANEOUS		\$ 1,200		\$ 1,300		
Total:	\$ 1,401	\$ 1,200	\$ 1,200	\$ 1,300	\$ 100	8%
610120 Memberships & Dues						
MO - SD PROPELLER CLUB		\$ 250		\$ -		
MP - CPPA		100		-		
MP - INT'L FOREST TRANSPORTATI		400		-		
MP - IREM (2 ASSET MGRS)		500		-		
MP - NATIONAL PROPELLER CLUB (1,000		-		
MP - NEW STAFF		350		-		
MP - SD PROPELLER CLUB (RP)		65		-		
MP - SD WORLD TRADE CENTER (RP		235		-		
MISCELLANEOUS		-		2,700		
Total:	\$ 300	\$ 2,900	\$ 2,900	\$ 2,700	\$ (200)	-7%
610140 Seminars & Training						
CUSTOMER SERVICE TRAINING - CS		\$ -		\$ 10,000		
HS - FSO, MTSA SECURITY PROGRA		2,000		10,000		
MO - AAPA FOR WHARFINGERS		10,000		-		
MO - AAPA TRAINING PROGRAM		4,000		22,000		
MP - AAPA TRAINING PROGRAM		8,100		-		
MP - COMPUTER TRAINING CLASSES		2,000		2,000		
MP - HEARING OFFICER TRAINING		400		400		
MP - IREM COURSES		2,000		2,000		
MP - IREM ECONOMIC FORECAST		500		-		
MP - SEATRADE, PPI, AISS (RP)		3,000		3,000		
Total:	\$ 13,923	\$ 32,000	\$ 32,000	\$ 49,400	\$ 17,400	54%
615100 Mileage Reimbursement						
MISCELLANEOUS		\$ 15,000		\$ 15,800		
Total:	\$ 14,066	\$ 15,000	\$ 15,000	\$ 15,800	\$ 800	5%

Maritime Operations & Properties
EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL FY 06/07	ORIGINAL	AMENDED	BUDGET FY 08/09	INCREASE OVER AMENDED	
		BUDGET FY 07/08	BUDGET FY 07/08		dollars	pct
615110 Travel						
AAPA		\$ 18,000		\$ 20,000		
HS - FSO TRAINING, CONFERENCES		3,000		3,000		
MP - INT'L TRADE MISSIONS		65,850		65,900		
MP - MARITIME TRADE CONFERENCE		18,185		18,200		
MP - PROGRAM MANAGER		2,700		3,000		
MP - TEO HEARING OFFICER TRAIN		1,165		1,200		
Total:	\$ 55,145	\$ 108,900	\$ 108,900	\$ 111,300	\$ 2,400	2%
620100 Services - Professional & Other						
CARPET SERVICES, CRUISE & CARG		\$ 2,500		\$ -		
CRUISE SHIP FACILITY PERSONNEL		-		250,000		
EMBARCADERO HARBOR EXCURSION P		-		250,000		
ENTERPRISE ZONE ADMINISTRATION		50,000		50,000		
HS - ANNUAL AUDIT OF SECURITY		13,000		-		
HS - CST SECURITY SCREENING SE		2,252,000		2,114,000		
HS - JMOC 24/7 WATCHSTANDER CO		730,000		730,000		
HS - SECURITY CAMERA MAINTENAN		270,000		270,000		
HS - TAMT BACK GATE SECURITY		132,500		145,800		
HS - TAMT MAIN GATE SECURITY		256,500		282,200		
HS - TWIC		180,000		40,000		
HS - UPDATE SEC ASSESSMENT & P		-		40,000		
MARITIME FACILITIES MASTER PLA		250,000		-		
MO - CST WINDOW & AWNING CLEAN		16,000		-		
MO - SDRS - WHARFAGE REVENUE S		150,000		-		
MO - TAMT BLDG EXT APPEARANCE		100,000		-		
MOIS CONSULTANT		-		10,000		
MP - APPRAISAL CONSULTING		175,000		-		
MP - ARBITRATION FEES		250,000		150,000		
MP - DUNN & BRADSTREET REPORTS		600		-		
MP - LEASING COMMISSION		170,000		150,000		
MP - NAT CITY LAND USE PLAN		150,000		-		
MP - PHOTO SERVICE		1,300		1,300		
PASHA PHTL SERVICE, OP RETENTI		471,633		490,200		
PASHA TERMINAL OPERATOR RETENT		2,975,621		2,658,700		
PILOT PHYSICAL EXAMS		2,000		2,000		
SANDAG JOINT PROGRAM		-		50,000		
SDMIS INTERNET FEES		6,000		-		
SDMIS MAINTENANCE SERVICES		40,000		48,000		
TRAVELERS AID PROGRAM, CRUISE		20,046		20,000		
TRUCK RETROFIT CLEAN AIR PROGR		-		500,000		
Total:	\$ 6,113,353	\$ 8,664,700	\$ 8,664,700	\$ 8,252,200	\$ (412,500)	-5%
620110 Services - Legal						
MISCELLANEOUS		\$ -		\$ 20,000		
Total:	\$ -	\$ -	\$ -	\$ 20,000	\$ 20,000	N/A

Maritime Operations & Properties
EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL FY 06/07	ORIGINAL	AMENDED	BUDGET	INCREASE OVER	
		BUDGET FY 07/08	BUDGET FY 07/08	BUDGET FY 08/09	AMENDED	
					dollars	pct
630110 Equipment & Systems						
HS - 800 MHZ RADIOS, BATTERY R		\$ 6,800		\$ 3,500		
HS - EQUIP FOR BDWAY PIER		-		40,000		
HS - SECURITY EQUIPMENT UPGRAD		45,000		50,000		
MO - CST EQUIP REPLACEMENTS		83,500		103,500		
MO - OFFICE AND OPERATIONS EQU		4,000		4,000		
MO - OFFICE FURNITURE REPLACEM		5,000		5,200		
MO - PA SYSTEM FOR TRUCKS		-		2,500		
MO - PC & MONITOR REPLACEMENTS		19,500		-		
MO - TAMT EQUIPMENT		18,300		8,800		
MO - VHF MARINE BAND RADIOS		3,000		1,000		
MP - COMPUTER, MISC FURNITURE		3,000		-		
MP - MULTI UNIT SMART CHARGER		667		-		
MP - NETWORK INSTALLATION		900		-		
MP - OTHER EQUIPMENT		1,000		-		
MP - XTS 5000 RADIOS		12,000		-		
MP AUTOCITE UNIT MODEL 2D01		5,633		-		
Total:	\$ 76,978	\$ 208,300	\$ 208,300	\$ 218,500	\$ 10,200	5%
630120 Equipment Rental/Leasing						
MO - CST EQUIP & TENT RENTALS		\$ 150,000		\$ 160,000		
MO - NCMT DIAMOND ENV		17,100		7,500		
MO - WATER DISP/COOLERS (3 TER		1,500		1,500		
MP - PITNEY BOWLES POSTAGE MET		250		300		
MP - WATER COOLER		250		300		
Total:	\$ 116,193	\$ 169,100	\$ 169,100	\$ 169,600	\$ 500	0%
630130 Office & Operating Supplies						
HS - FSO, SUPPLIES, MATERIALS		\$ 4,163		\$ 4,200		
MO - CST BALLOONS		1,000		-		
MO - SUPPLIES FOR 3 TERMINALS,		30,000		32,500		
MP - 5X8 CLEAR POLYETHYLENE BAG		65		-		
MP - AUTOCITE ENVELOPES (TEO)		2,200		2,200		
MP - AUTOCITE INK RIBBONS (TEO		167		200		
MP - AUTOCITE PAPER (TEO)		1,700		1,700		
MP - BUSINESS CARDS		120		500		
MP - CAR WASH COUPONS (TEO TRU		1,050		1,100		
MP - COPIER TONERS		2,500		2,500		
MP - OFFICE SUPPLIES		6,200		6,200		
MP - OTHER		250		-		
MP - PRINTER FORMS		50		-		
MP - REPLACEMENT BATTERIES		385		-		
MP - SAP TIPS (DEPT SHARED COS		100		-		
MP - WATER FOR COOLER		150		500		
Total:	\$ 32,013	\$ 50,100	\$ 50,100	\$ 51,600	\$ 1,500	3%
630140 Postage & Shipping						
MISCELLANEOUS		\$ 2,700		\$ 2,700		
Total:	\$ 2,053	\$ 2,700	\$ 2,700	\$ 2,700	\$ -	0%
630150 Safety Equipment & Supplies						
M- - SAFETY SHOES (TEO'S)		\$ 450		\$ 900		
MO - WHARFINGER/DEPT SAFETY SU		1,520		8,700		
MISCELLANEOUS		6,730		38,000		
Total:	\$ 100,301	\$ 8,700	\$ 8,700	\$ 47,600	\$ 38,900	447%

Maritime Operations & Properties
EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL FY 06/07	ORIGINAL BUDGET FY 07/08	AMENDED BUDGET FY 07/08	BUDGET FY 08/09	INCREASE OVER AMENDED	
					dollars	pct
630170 Fuel & Lubricants MISCELLANEOUS		\$ 3,000		\$ -		
Total:	\$ 656	\$ 3,000	\$ 3,000	\$ -	\$ (3,000)	-100%
630200 Uniforms MP - TEO UNIFORMS & CLEANING MISCELLANEOUS		\$ 7,500		\$ 7,500 2,000		
Total:	\$ 769	\$ 7,500	\$ 7,500	\$ 9,500	\$ 2,000	27%
640100 Space Rental CALIF SLC RENT, MOORING AREAS HS ONE AMERICA PLAZA LEASE MO - CST TRUCK STAGING AREA RE		\$ 11,000 37,700 104,200		\$ 11,000 42,000 -		
Total:	\$ 10,608	\$ 152,900	\$ 152,900	\$ 53,000	\$ (99,900)	-65%
640110 Telephone & Communications HS - RCS SYSTEM FEES MISCELLANEOUS		\$ 10,000 45,000		\$ 10,000 54,800		
Total:	\$ 30,781	\$ 55,000	\$ 55,000	\$ 64,800	\$ 9,800	18%
640130 Utilities-Water SWEETWATER AUTHORITY, 1309-13 MISCELLANEOUS		\$ 15,600 16,000		\$ 16,000 16,000		
Total:	\$ 15,083	\$ 31,600	\$ 31,600	\$ 32,000	\$ 400	1%
640140 Tenant Improvements/Removals BUNKER FACILITY, REPAIRS & UPG COUNTY OFFICE IMPROVEMENT AT N		\$ 15,000 63,300		\$ - -		
Total:	\$ -	\$ 78,300	\$ 78,300	\$ -	\$ (78,300)	-100%
640150 Facility Management Services NATIONAL DISTRIBUTION CENTER M		\$ 491,600		\$ 500,000		
Total:	\$ 444,770	\$ 491,600	\$ 491,600	\$ 500,000	\$ 8,400	2%
650100 Facilities Maintenance-Supplies NCMT TAMT		5,300 6,300		4,300 5,000		
Total:	\$ 11,118	\$ 11,600	\$ 11,600	\$ 9,300	\$ (2,300)	-20%
650130 Equipment Maintenance-Outside Services BACK GATE - TAMT MO - 3 TERMINALS: COPIERS, PRI MP - AUTO CITE (TEO) MP - FAX, COPIER, PRINTER (TEO) MP - FAX, COPIER, PRINTER MAIN MP - VEHICLE DETAILING (TEO TR MISCELLANEOUS		\$ - 5,000 4,060 825 1,065 350 5,000		\$ 7,000 7,000 6,500 800 1,100 500 10,000		
Total:	\$ 11,422	\$ 16,300	\$ 16,300	\$ 32,900	\$ 16,600	102%
650140 Software Maintenance MISCELLANEOUS		\$ 15,000		\$ 15,000		
Total:	\$ 8,500	\$ 15,000	\$ 15,000	\$ 15,000	\$ -	0%
660100 Advertising MISCELLANEOUS		\$ 500		\$ 500		
Total:	\$ -	\$ 500	\$ 500	\$ 500	\$ -	0%

Maritime Operations & Properties
EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL FY 06/07	ORIGINAL	AMENDED	BUDGET	INCREASE OVER	
		BUDGET FY 07/08	BUDGET FY 07/08	BUDGET FY 08/09	AMENDED	
					dollars	pct
660110 Promotional Services						
MO - COMMUNITY OUTREACH (WWG),		\$ 10,000		\$ 10,000		
MO - CST CUSTOMER APPRECIATION		5,000		5,000		
MP - BUSINESS CALLS, LOCAL PRO		5,000		5,000		
Total:	\$ 16,028	\$ 20,000	\$ 20,000	\$ 20,000	\$ -	0%
660120 Promotional Materials						
MISCELLANEOUS		\$ 1,500		\$ 1,500		
Total:	\$ 1,899	\$ 1,500	\$ 1,500	\$ 1,500	\$ -	0%
670100 Bad Debt Expense						
Total:	\$ 28,375	\$ -	\$ -	\$ -	\$ -	N/A
680190 Other Miscellaneous Expenses						
MISCELLANEOUS		\$ 2,000		\$ -		
Total:	\$ 921	\$ 2,000	\$ 2,000	\$ -	\$ (2,000)	-100%
SUBTOTAL: NON-PERSONNEL EXPENSE	\$ 7,107,089	\$ 10,151,900	\$ 10,151,900	\$ 9,682,700	\$ (469,200)	-5%
GRAND TOTAL:	\$ 7,255,948	\$ 10,292,300	\$ 10,292,300	\$ 9,864,800	\$ (427,500)	-4%

MARITIME TRADE DEVELOPMENT

Role

The Maritime Trade Development Department is the commercial business development arm for the Port's maritime cargo business. The Department's mission is to generate maritime cargo business, optimize utilization of the Port's public goods movement infrastructure and maximize Maritime's positive economic impact to the San Diego region. Trade development efforts are directed toward various entities and cargo interests in the worldwide goods movement chain, to bring cargo through the Port of San Diego.

Development efforts are accomplished with continuous and regular contact with these cargo and transportation interests, market research and analysis. Keys to success are maintaining and building relationships with decision-makers and industry experts worldwide. Additionally, knowledge of numerous and diverse industries and markets is essential.

Inherent in these activities are the responsibilities to build trust, problem-solve, know the cargo market, facilitate cargo movement, and offer superior customer service to both existing and potential customers.

Mission Statement

To generate and maintain cargo traffic through Port terminals, in support of Port goals to:

- Promote the Port's maritime industries to stimulate regional economic vitality.
- Enhance and sustain a dynamic and diverse waterfront.
- Develop and maintain a high level of public understanding that builds confidence and trust in the Port.
- Strengthen the Port's financial performance.

Objectives

- Have a positive economic impact on the region
- Enhance the regional movement of goods
- Preserve and enhance industrial uses and activities
- Pursue new business opportunities in the cargo, container and automobile shipping markets
- Retain critical customer accounts
- Develop and maintain regional cargo transportation infrastructure to support businesses and economic activities
- Raise community awareness of the benefits of maritime trade
- Continue to develop and maintain a constructive culture
- Encourage an organizational culture of learning and growth
- Maintain the Port's financial stability
- Diversify the Port's revenue base

Maritime Trade Development

SUMMARY OF DEPARTMENTAL EXPENSE

	ACTUAL RESULTS FY 06/07	AMENDED BUDGET FY 07/08	BUDGET FY 08/09	INCREASE FY 08/09-07/08 BUDGET	% INCREASE
Personnel Expense	\$ 355,810	\$ 452,500	\$ 465,300	\$ 12,800	2.8%
Non-Personnel Expense	227,591	343,900	299,700	(44,200)	-12.9%
Total Direct Expense	\$ 583,402	\$ 796,400	\$ 765,000	\$ (31,400)	-3.9%
Less: Capitalized Expense	-	-	-	-	-
Equipment Outlay	-	-	-	-	-
TOTAL DEPARTMENTAL EXPENSE	\$ 583,402	\$ 796,400	\$ 765,000	\$ (31,400)	-3.9%

PERSONNEL EXPENSE

	ACTUAL RESULTS FY 06/07	AMENDED BUDGET FY 07/08	BUDGET FY 08/09	INCREASE FY 08/09-07/08 BUDGET	% INCREASE
Salaries and Wages	\$ 234,594	\$ 307,500	\$ 310,200	\$ 2,700	0.9%
Overtime	151	-	-	-	-
Burden	120,119	145,000	155,100	10,100	7.0%
Temporary Personnel	947	-	-	-	-
TOTAL PERSONNEL EXPENSE	\$ 355,810	\$ 452,500	\$ 465,300	\$ 12,800	2.8%

Maritime Trade Development

POSITION SUMMARY

Replace: 1 Executive Assistant I (Classified) with 1 Staff Assistant II

POSITION TITLE	AMENDED	
	BUDGET FY 07/08	BUDGET FY 08/09
Executive Assistant I (Classified)	1	0
Manager, Maritime Trade Development	1	1
Senior Maritime Trade Account Manager	2	2
Staff Assistant II	0	1
TOTAL	4	4

Maritime Trade Development

NON-PERSONNEL EXPENSE DETAILS

	ACTUAL RESULTS FY 06/07	AMENDED BUDGET FY 07/08	BUDGET FY 08/09	INCREASE FY 08/09-07/08 BUDGET	% INCREASE
Books & Periodicals	1,380	1,500	1,200	(300)	-20.0%
Employee Recognition	-	100	100	-	0.0%
Memberships & Dues	2,660	3,200	3,600	400	12.5%
Seminars & Training	16,324	20,200	20,900	700	3.5%
STAFF DEVELOPMENT	\$ 20,364	\$ 25,000	\$ 25,800	\$ 800	3.2%
Mileage Reimbursement	1,513	3,500	3,000	(500)	-14.3%
Travel	80,381	113,900	120,000	6,100	5.4%
TRAVEL	\$ 81,894	\$ 117,400	\$ 123,000	\$ 5,600	4.8%
Services - Professional & Other	25,024	42,000	41,000	(1,000)	-2.4%
CONTRACTUAL SERVICES	\$ 25,024	\$ 42,000	\$ 41,000	\$ (1,000)	-2.4%
Equipment & Systems	7,636	4,600	5,000	400	8.7%
Equipment Rental/Leasing	96	300	300	-	0.0%
Office & Operating Supplies	5,965	9,400	9,400	-	0.0%
Postage & Shipping	2,046	3,700	3,700	-	0.0%
Safety Equipment & Supplies	-	500	500	-	0.0%
SUPPLIES & EQUIPMENT	\$ 15,744	\$ 18,500	\$ 18,900	\$ 400	2.2%
Telephone & Communications	11,587	13,400	13,400	-	0.0%
FACILITIES EXPENSE	\$ 11,587	\$ 13,400	\$ 13,400	\$ -	0.0%
Equipment Maintenance-Supplies	-	300	300	-	0.0%
Equipment Maintenance-Outside Services	851	2,600	2,600	-	0.0%
MAINTENANCE & REPAIRS	\$ 851	\$ 2,900	\$ 2,900	\$ -	0.0%
Advertising	19,281	14,000	14,000	-	0.0%
Promotional Services	31,966	40,000	40,000	-	0.0%
Promotional Materials	18,379	20,700	20,700	-	0.0%
Joint Programs/Studies Assistance	-	50,000	-	(50,000)	-100.0%
COMMUNITY & ENVIRONMENTAL	\$ 69,626	\$ 124,700	\$ 74,700	\$ (50,000)	-40.1%
Permits/Certificates/License	2,500	-	-	-	-
RISK MANAGEMENT	\$ 2,500	\$ -	\$ -	\$ -	-
TOTAL NON PERSONNEL EXPENSE	\$ 227,591	\$ 343,900	\$ 299,700	\$ (44,200)	-12.9%

**Maritime Trade Development
EXPENSE BUDGET BREAKDOWN**

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL FY 06/07	ORIGINAL BUDGET FY 07/08	AMENDED BUDGET FY 07/08	BUDGET FY 08/09	INCREASE OVER AMENDED	
					dollars	pct
600110 Overtime						
Total:	\$ 151	\$ -	\$ -	\$ -	\$ -	N/A
600120 Temporary Personnel						
Total:	\$ 947	\$ -	\$ -	\$ -	\$ -	N/A
SUBTOTAL: OVERTIME & TEMPS	\$ 1,098	\$ -	\$ -	\$ -	\$ -	N/A
610110 Books & Periodicals						
AMERICA FRUIT		\$ 60		\$ 100		
AMERICAN JOURNAL OF TRANSPORTA		100		100		
AMERICAN SHIPPER		100		24		
ASIA FRUIT		110		130		
CUNNINGHAM		250		300		
JOC		200		175		
MARNEWS - LATIN AMERICA		180		-		
OTHER		170		-		
PACIFIC SHIPPER		240		217		
SD BUSINESS JOURNAL		90		69		
WALL STREET JOURNAL		-		85		
Total:	\$ 1,380	\$ 1,500	\$ 1,500	\$ 1,200	\$ (300)	-20%
610115 Employee Recognition						
MISCELLANEOUS		\$ 100		\$ 100		
Total:	\$ -	\$ 100	\$ 100	\$ 100	\$ -	0%
610120 Memberships & Dues						
ABA		\$ 250		\$ 300		
AIIS		1,200		1,200		
HISPANIC CHAMBER		500		500		
LEAD SD		-		100		
NDTA		-		625		
OTAY MESA CHAMBER		150		75		
OTHER		500		-		
SAN DIEGO PROPELLER CLUB		100		500		
WESTERN MAQUILA		500		300		
Total:	\$ 2,660	\$ 3,200	\$ 3,200	\$ 3,600	\$ 400	13%
610140 Seminars & Training						
AAPA		\$ 3,000		\$ 5,000		
AIIS		900		1,500		
AIIS CONFERENCE		800		800		
BREAKBULK		3,100		2,250		
BREAKBULK ASIA		-		550		
BREAKBULK EUROPE		1,300		1,900		
CONEXPO		-		50		
MELON CONFERENCE (SOUTH AMERIC		200		-		
MEXPORT		1,100		-		
OTHER		1,200		300		
PMA		1,450		800		
PPI (PULP & PAPER)		2,600		2,600		
TRANSPACIFIC MARITIME		550		1,950		
WINDPOWER ENERGY		2,000		1,200		
YACHT		2,000		2,000		
Total:	\$ 16,324	\$ 20,200	\$ 20,200	\$ 20,900	\$ 700	3%

Maritime Trade Development
EXPENSE BUDGET BREAKDOWN

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL FY 06/07	ORIGINAL BUDGET FY 07/08	AMENDED BUDGET FY 07/08	BUDGET FY 08/09	INCREASE OVER AMENDED		
					dollars	pct	
615100 Mileage Reimbursement							
MILEAGE, TOLLS, PARKING		\$ 3,500		\$ 3,000			
Total:	\$ 1,513	\$ 3,500	\$ 3,500	\$ 3,000	\$ (500)	-14%	
615110 Travel							
ASIA		15,000		-			
CENTRAL AMERICA		3,625		-			
COSTA RICA/CHILE		7,250		-			
DOMESTIC CONF. & BUSINESS TRIP		22,525		-			
DOMESTIC SALES TRIPS / CONFERE		-		42,200			
EUROPE		28,000		-			
INTERNATIONAL SALES TRIPS		-		37,300			
INTERNATIONAL TRADE MISSIONS		-		40,500			
MEXICO		8,400		-			
NEW ZEALAND		11,800		-			
PPI		1,500		-			
SOUTH AMERICA		10,925		-			
VCR		4,875		-			
Total:	\$ 80,381	\$ 113,900	\$ 113,900	\$ 120,000	\$ 6,100	5%	
620100 Services - Professional & Other							
ASIA		\$ 5,000		\$ 5,000			
AUSTRALIA/NZ		5,000		5,000			
EUROPE		5,000		5,000			
OTHER		-		10,000			
PIERS DATA		10,000		11,000			
PIERS ON-LINE		12,000		-			
SOUTH AMERICA		5,000		5,000			
Total:	\$ 25,024	\$ 42,000	\$ 42,000	\$ 41,000	\$ (1,000)	-2%	
630110 Equipment & Systems							
OTHER		\$ 2,000		\$ 4,000			
SOFTWARE AND LICENSES		600		1,000			
MISCELLANEOUS		2,000		-			
Total:	\$ 7,636	\$ 4,600	\$ 4,600	\$ 5,000	\$ 400	9%	
630120 Equipment Rental/Leasing							
MISCELLANEOUS		\$ 300		\$ 300			
Total:	\$ 96	\$ 300	\$ 300	\$ 300	\$ -	0%	
630130 Office & Operating Supplies							
BUSINESS CARDS		\$ 100		\$ 100			
OFFICE SUPPLIES		5,300		5,300			
OTHER		4,000		4,000			
Total:	\$ 5,965	\$ 9,400	\$ 9,400	\$ 9,400	\$ -	0%	
630140 Postage & Shipping							
FEDEX (INT'L)		\$ 1,000		\$ 1,000			
POSTAGE		2,700		2,700			
Total:	\$ 2,046	\$ 3,700	\$ 3,700	\$ 3,700	\$ -	0%	
630150 Safety Equipment & Supplies							
MISCELLANEOUS		\$ 500		\$ 500			
Total:	\$ -	\$ 500	\$ 500	\$ 500	\$ -	0%	

**Maritime Trade Development
EXPENSE BUDGET BREAKDOWN**

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL FY 06/07	ORIGINAL BUDGET FY 07/08	AMENDED BUDGET FY 07/08	BUDGET FY 08/09	INCREASE OVER AMENDED		
					dollars	pct	
640110 Telephone & Communications							
CELL PHONES		\$ 500		\$ 500			
OFFICE PHONE		1,800		1,800			
OTHER		3,600		7,600			
WIRELESS PC CARD		3,500		3,500			
MISCELLANEOUS		4,000		-			
Total:	\$ 11,587	\$ 13,400	\$ 13,400	\$ 13,400	\$ -	0%	
650120 Equipment Maintenance-Supplies							
MISCELLANEOUS		\$ 300		\$ 300			
Total:	\$ -	\$ 300	\$ 300	\$ 300	\$ -	0%	
650130 Equipment Maintenance-Outside Services							
MISCELLANEOUS		\$ 2,600		\$ 2,600			
Total:	\$ 851	\$ 2,600	\$ 2,600	\$ 2,600	\$ -	0%	
660100 Advertising							
TARGETED		\$ 14,000		\$ 14,000			
Total:	\$ 19,281	\$ 14,000	\$ 14,000	\$ 14,000	\$ -	0%	
660110 Promotional Services							
ENTERTAINMENT		\$ 20,000		\$ 25,000			
TRADE MISSIONS		10,000		15,000			
MISCELLANEOUS		10,000		-			
Total:	\$ 31,966	\$ 40,000	\$ 40,000	\$ 40,000	\$ -	0%	
660120 Promotional Materials							
OTHER		700		700			
PROMOTIONAL MATERIALS		15,000		15,000			
SALES KIT		5,000		5,000			
Total:	\$ 18,379	\$ 20,700	\$ 20,700	\$ 20,700	\$ -	0%	
660170 Joint Programs/Studies Assistance							
Total:	\$ -	\$ -	\$ 50,000	\$ -	\$ (50,000)	-100%	
670130 Permits/Certificates/License							
Total:	\$ 2,500	\$ -	\$ -	\$ -	\$ -	N/A	
SUBTOTAL: NON-PERSONNEL EXPENSE	\$ 227,591	\$ 293,900	\$ 343,900	\$ 299,700	\$ (44,200)	-13%	
GRAND TOTAL:	\$ 228,689	\$ 293,900	\$ 343,900	\$ 299,700	\$ (44,200)	-13%	

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