

## Executive Vice President Group Summary

### FY 07/08 DIVISION BUDGET SUMMARY

	ACTUAL RESULTS FY 05/06	AMENDED BUDGET FY 06/07	BUDGET FY 07/08	INCREASE FY 07/08-06/07 BUDGET	% INCREASE
<b>NET OPERATING EXPENSES BY DEPT:</b>					
Communications & Community Services	1,251,707	1,715,300	1,858,300	143,000	8.3%
Land Use Planning	2,438,080	2,872,700	2,615,100	(257,600)	-9.0%
Marketing	2,389,204	2,555,600	2,736,100	180,500	7.1%
Office of Exec VP	596,157	694,900	705,300	10,400	1.5%
Public Art	405,483	699,800	1,331,500	631,700	90.3%
<b>TOTAL DIRECT EXPENSES</b>	<b>\$ 7,080,631</b>	<b>\$ 8,538,300</b>	<b>\$ 9,246,300</b>	<b>\$ 708,000</b>	<b>8.3%</b>
<b>EQUIPMENT OUTLAY</b>	<b>\$ 9,979</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>	<b>-</b>
<b>TOTAL DIVISION</b>	<b>\$ 7,090,610</b>	<b>\$ 8,538,300</b>	<b>\$ 9,246,300</b>	<b>\$ 708,000</b>	<b>8.3%</b>
<b>STAFFING BUDGET</b>	<b>33</b>	<b>34</b>	<b>35</b>	<b>1</b>	<b>2.9%</b>

# COMMUNICATIONS & COMMUNITY SERVICES

## Role

The Port of San Diego attracts a high level of media and public interest. The role of the Communications & Community Services Department is to interact with and convey information to members of the media, the public, other government agencies, Port tenants, community groups, political action groups and others.

In Communications, strategy is key and coordinating with other departments a priority. According to need, the department develops and implements a variety of tools to effectively communicate information about the Port's programs, activities and projects to external and internal stakeholders. The tools used include community outreach efforts, presentations, position papers, executive briefs, fact sheets, news releases, media interviews, news conferences, coordinated media appearances, opinion leader get-togethers, special events for groundbreaking and ribbon-cutting ceremonies, brochures, educational programs and promotional videos. This section of the department oversees the content and look of the Port's websites.

The Community Services section administers the Speaker's Bureau and tours program. It provides presentations and tours to community groups and visiting dignitaries. It also manages the issuance of permits for Port parks, an effort that includes special event coordination, scheduling and collection of revenue and security deposits. This section also manages the Port's Financial Assistance Program, which offers funding under Board of Port Commissioners approval for events and programs that promote commerce, navigation, recreation and fisheries.

The department has ten permanent positions located in the Port Administration Building.

## Mission Statement

To provide superior communications and community services to the public and our customers by promoting greater positive awareness of the Port of San Diego, its tenants and related activities.

## Vision Statement

Creative people working harmoniously in an atmosphere of openness, encouragement, innovation, professional growth and the highest standards of service for a Port that is warmly embraced by the public.

## Current Services

To achieve this Mission/Vision we will continue to offer these current services:

- Media relations
- Web development
- Strategic PR counsel
- Print publications
- Special events
- Speech and presentation-writing and support
- Employee communications
- Park permitting
- Photographic and video support
- Tour and visit hosting
- Financial Assistance Program administration
- Speakers Bureau management
- Community outreach
- Opinion leader outreach

## Goals

- Continue enhancing the Port's relationships with its stakeholders and the media
- Identify and improve the effectiveness and efficiency of key processes
- Improve and diversify the technical and supervisory skills of our staff
- Achieve a constructive culture within the department
- Be fiscally responsible

# Communications & Community Services

## SUMMARY OF DEPARTMENTAL EXPENSES

	ACTUAL RESULTS FY 05/06	AMENDED BUDGET FY 06/07	BUDGET FY 07/08	INCREASE FY 07/08-06/07 BUDGET	% INCREASE
Personnel Expenses	\$ 760,504	\$ 973,100	\$ 1,092,100	\$ 119,000	12.2%
Non-Personnel Expenses	491,203	742,200	766,200	24,000	3.2%
<b>Total Direct Expense</b>	<b>\$ 1,251,707</b>	<b>\$ 1,715,300</b>	<b>\$ 1,858,300</b>	<b>\$ 143,000</b>	<b>8.3%</b>
Less: Capitalized Expense	-	-	-	-	-
Equipment Outlay	9,979	-	-	-	-
<b>TOTAL DEPARTMENTAL EXPENSE</b>	<b>\$ 1,261,686</b>	<b>\$ 1,715,300</b>	<b>\$ 1,858,300</b>	<b>\$ 143,000</b>	<b>8.3%</b>

## PERSONNEL EXPENSES

	ACTUAL RESULTS FY 05/06	AMENDED BUDGET FY 06/07	BUDGET FY 07/08	INCREASE FY 07/08-06/07 BUDGET	% INCREASE
Salaries and Wages	\$ 452,308	\$ 641,300	\$ 739,300	\$ 98,000	15.3%
Overtime	968	4,000	4,000	-	0.0%
Burden	239,870	302,800	323,800	21,000	6.9%
Temporary Personnel	67,358	25,000	25,000	-	0.0%
<b>TOTAL PERSONNEL EXPENSE</b>	<b>\$ 760,504</b>	<b>\$ 973,100</b>	<b>\$ 1,092,100</b>	<b>\$ 119,000</b>	<b>12.2%</b>

# Communications & Community Services

## POSITION SUMMARY

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

POSITION TITLE	AMENDED BUDGET FY 06/07	BUDGET FY 07/08
Administrative Assistant I (Classified)	2	2
Assistant Director, Community Services	1	1
Director, Comm & Community Svcs	1	1
Executive Assistant I (Classified)	0	1
Executive Assistant I (Unclassified)	1	0
Marketing/Public Relations Rep II	1	1
Park Permit Coordinator	1	1
Photojournalist	1	1
Principal Marketing/Public Relations Rep	1	1
Senior Web Developer	1	1
<b>TOTAL</b>	<b>10</b>	<b>10</b>

# Communications & Community Services

## NON-PERSONNEL EXPENSE DETAILS

	ACTUAL RESULTS FY 05/06	AMENDED BUDGET FY 06/07	BUDGET FY 07/08	INCREASE FY 07/08-06/07 BUDGET	% INCREASE
Books & Periodicals	2,452	3,000	3,000	-	0.0%
Employee Recognition	-	200	300	100	50.0%
Memberships & Dues	62,064	70,500	70,500	-	0.0%
Recruiting	20	-	-	-	-
Seminars & Training	797	7,000	7,000	-	0.0%
<b>STAFF DEVELOPMENT</b>	<b>\$ 65,333</b>	<b>\$ 80,700</b>	<b>\$ 80,800</b>	<b>\$ 100</b>	<b>0.1%</b>
Mileage Reimbursement	4,700	6,000	6,000	-	0.0%
Travel	349	8,000	25,000	17,000	212.5%
<b>TRAVEL</b>	<b>\$ 5,048</b>	<b>\$ 14,000</b>	<b>\$ 31,000</b>	<b>\$ 17,000</b>	<b>121.4%</b>
Services - Professional & Other	334,790	475,500	468,500	(7,000)	-1.5%
Services - Construction	275	-	-	-	-
<b>CONTRACTUAL SERVICES</b>	<b>\$ 335,065</b>	<b>\$ 475,500</b>	<b>\$ 468,500</b>	<b>\$ (7,000)</b>	<b>-1.5%</b>
Breakage & Obsolescence	101	-	-	-	-
Equipment & Systems	10,578	18,000	12,300	(5,700)	-31.7%
Equipment Rental/Leasing	42	3,900	3,500	(400)	-10.3%
Office & Operating Supplies	5,065	18,000	18,000	-	0.0%
Postage & Shipping	4,616	11,500	11,500	-	0.0%
Parking Meter Supplies	217	-	-	-	-
<b>SUPPLIES &amp; EQUIPMENT</b>	<b>\$ 20,619</b>	<b>\$ 51,400</b>	<b>\$ 45,300</b>	<b>\$ (6,100)</b>	<b>-11.9%</b>
Telephone & Communications	7,066	7,500	7,500	-	0.0%
<b>FACILITIES EXPENSE</b>	<b>\$ 7,066</b>	<b>\$ 7,500</b>	<b>\$ 7,500</b>	<b>\$ -</b>	<b>0.0%</b>
Equipment Maintenance-Supplies	1,558	-	-	-	-
Equipment Maintenance-Outside Services	2,215	3,000	3,000	-	0.0%
<b>MAINTENANCE &amp; REPAIRS</b>	<b>\$ 3,773</b>	<b>\$ 3,000</b>	<b>\$ 3,000</b>	<b>\$ -</b>	<b>0.0%</b>
Advertising	700	-	-	-	-
Promotional Services	45,479	87,600	115,100	27,500	31.4%
Promotional Materials	8,120	22,500	15,000	(7,500)	-33.3%
<b>COMMUNITY &amp; ENVIRONMENTAL</b>	<b>\$ 54,299</b>	<b>\$ 110,100</b>	<b>\$ 130,100</b>	<b>\$ 20,000</b>	<b>18.2%</b>
<b>TOTAL NON PERSONNEL EXPENSES</b>	<b>\$ 491,203</b>	<b>\$ 742,200</b>	<b>\$ 766,200</b>	<b>\$ 24,000</b>	<b>3.2%</b>

**Communications & Community Services  
EXPENSE BUDGET BREAKDOWN**

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL FY 05/06	ORIGINAL BUDGET FY 06/07	AMENDED BUDGET FY 06/07	BUDGET FY 07/08	INCREASE OVER AMENDED	
					dollars	pct
600110 Overtime MISCELLANEOUS		\$ 4,000		\$ 4,000		
<b>Total:</b>	\$ 968	\$ 4,000	\$ 4,000	\$ 4,000	\$ -	0%
600120 Temporary Personnel MISCELLANEOUS		\$ 25,000		\$ 25,000		
<b>Total:</b>	\$ 67,358	\$ 25,000	\$ 25,000	\$ 25,000	\$ -	0%
<b>SUBTOTAL: OVERTIME &amp; TEMPS</b>	\$ 68,326	\$ 29,000	\$ 29,000	\$ 29,000	\$ -	0%
610110 Books & Periodicals MISCELLANEOUS		\$ 3,000		\$ 3,000		
<b>Total:</b>	\$ 2,452	\$ 3,000	\$ 3,000	\$ 3,000	\$ -	0%
610115 Employee Recognition EMPLOYEE RECOGNITION MISCELLANEOUS		\$ 200		\$ -		
<b>Total:</b>	\$ -	\$ 200	\$ 200	\$ 300	\$ 100	50%
610120 Memberships & Dues CHAMBERS OF COMMERCE EDC PROFESSIONAL ORGANIZATIONS		\$ 52,000 15,000 3,500		\$ 52,000 15,000 3,500		
<b>Total:</b>	\$ 62,064	\$ 70,500	\$ 70,500	\$ 70,500	\$ -	0%
610130 Recruiting						
<b>Total:</b>	\$ 20	\$ -	\$ -	\$ -	\$ -	N/A
610140 Seminars & Training MISCELLANEOUS		\$ 7,000		\$ 7,000		
<b>Total:</b>	\$ 797	\$ 7,000	\$ 7,000	\$ 7,000	\$ -	0%
615100 Mileage Reimbursement MISCELLANEOUS		\$ 6,000		\$ 6,000		
<b>Total:</b>	\$ 4,700	\$ 6,000	\$ 6,000	\$ 6,000	\$ -	0%
615110 Travel MISCELLANEOUS		\$ 8,000		\$ 25,000		
<b>Total:</b>	\$ 349	\$ 8,000	\$ 8,000	\$ 25,000	\$ 17,000	213%
620100 Services - Professional & Other ANNUAL REPORT PRINTING COMMISSIONERS ECONOMIC IMPACT ANALYSIS FILM PROCESSING & PRINTS HELICOPTER SERVICES KATZ & ASSOCIATES MESSENGER SERVICE PHOTOGRAPHIC SERVICES PRINTING COSTS TRANSLATION SERVICES VIDEO MONITORING VIDEO MONITORING & NEWS CLIPG WEB MAINT/ENHANCEMENT/HOSTING WEB MAINTENANCE / ENHANCEMENT		\$ 17,000 7,000 150,000 13,000 4,000 225,000 2,000 5,000 15,000 2,500 10,000 - - 25,000		\$ 20,000 7,000 - 13,000 4,000 300,000 2,000 5,000 15,000 2,500 - 40,000 60,000 -		
<b>Total:</b>	\$ 334,790	\$ 475,500	\$ 475,500	\$ 468,500	\$ (7,000)	-1%

**Communications & Community Services  
EXPENSE BUDGET BREAKDOWN**

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL FY 05/06	ORIGINAL BUDGET FY 06/07	AMENDED BUDGET FY 06/07	BUDGET FY 07/08	INCREASE OVER AMENDED		
					dollars	pct	
620120 Services - Construction							
<b>Total:</b>	\$ 275	\$ -	\$ -	\$ -	\$ -	-	N/A
630100 Breakage & Obsolescence							
<b>Total:</b>	\$ 101	\$ -	\$ -	\$ -	\$ -	-	N/A
630110 Equipment & Systems							
COMPUTER/MONITOR		\$ 3,000		\$ 4,500			
DIGITAL CAMERA		1,700		-			
ERGONOMIC ITEMS		2,000		2,000			
LAPTOP COMPUTER		2,500		-			
MISCELLANEOUS		1,800		1,800			
PC SOFTWARE/UPGRADES		4,000		4,000			
TELEVISION & SATELLITE INSTALL		3,000		-			
<b>Total:</b>	\$ 10,578	\$ 18,000	\$ 18,000	\$ 12,300	\$ (5,700)	-32%	
630120 Equipment Rental/Leasing							
SPECIAL EVENT RENTALS		\$ 3,900		\$ 3,500			
<b>Total:</b>	\$ 42	\$ 3,900	\$ 3,900	\$ 3,500	\$ (400)	-10%	
630130 Office & Operating Supplies							
FILM SUPPLIES		\$ 5,000		\$ 5,000			
OFFICE SUPPLIES		13,000		13,000			
<b>Total:</b>	\$ 5,065	\$ 18,000	\$ 18,000	\$ 18,000	\$ -	0%	
630140 Postage & Shipping							
ANNUAL REPORT		\$ 3,600		\$ 3,600			
PARADISE IN PROGRESS		1,100		1,100			
PORT PROJECT/INITIATIVE OUTREA		5,700		5,700			
SPEAKERS BUREAU MAILOUT		1,100		1,100			
<b>Total:</b>	\$ 4,616	\$ 11,500	\$ 11,500	\$ 11,500	\$ -	0%	
630180 Parking Meter Supplies							
<b>Total:</b>	\$ 217	\$ -	\$ -	\$ -	\$ -	-	N/A
640110 Telephone & Communications							
MISCELLANEOUS		\$ 7,500		\$ 7,500			
<b>Total:</b>	\$ 7,066	\$ 7,500	\$ 7,500	\$ 7,500	\$ -	0%	
650120 Equipment Maintenance-Supplies							
<b>Total:</b>	\$ 1,558	\$ -	\$ -	\$ -	\$ -	-	N/A
650130 Equipment Maintenance-Outside Services							
MISCELLANEOUS		\$ 3,000		\$ 3,000			
<b>Total:</b>	\$ 2,215	\$ 3,000	\$ 3,000	\$ 3,000	\$ -	0%	
660100 Advertising							
<b>Total:</b>	\$ 700	\$ -	\$ -	\$ -	\$ -	-	N/A
660110 Promotional Services							
COMMUNICATIONS AWARD COMPETITI		\$ 1,000		\$ 1,000			
COMMUNITY OUTREACH PROGRAM		18,000		18,000			
CONTINGENCY		15,000		15,000			
PARADISE IN PROGRESS BREAKFAST		1,100		1,100			
PROMOTIONAL / MEDIA EVENTS		20,000		20,000			
STAKEHOLDER TOUR TRANSPORTATIO		12,500		40,000			
TABLE SPONSORSHIPS		20,000		20,000			
<b>Total:</b>	\$ 45,479	\$ 87,600	\$ 87,600	\$ 115,100	\$ 27,500	31%	

**Communications & Community Services  
EXPENSE BUDGET BREAKDOWN**

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL FY 05/06	ORIGINAL BUDGET FY 06/07	AMENDED BUDGET FY 06/07	BUDGET FY 07/08	INCREASE OVER AMENDED	
					dollars	pct
660120 Promotional Materials						
MATERIALS/PROMOTIONAL ITEMS		\$ 12,500		\$ 15,000		
PORT PROJECTS/INITIATIVES		10,000		-		
<b>Total:</b>	\$ 8,120	\$ 22,500	\$ 22,500	\$ 15,000	\$ (7,500)	-33%
<b>SUBTOTAL: NON-PERSONNEL EXPENSE</b>	\$ 491,203	\$ 742,200	\$ 742,200	\$ 766,200	\$ 24,000	3%
<b>GRAND TOTAL:</b>	\$ 559,529	\$ 771,200	\$ 771,200	\$ 795,200	\$ 24,000	3%

# LAND USE PLANNING

## Role

The Land Use Planning Department's key responsibilities are to maintain the Port Master Plan, including plan amendments and coastal development permits. The Department provides planning and community outreach for Port and tenant projects as well as assisting with Recreation Master Planning, liaison with agencies and the public, and compliance with the American Disabilities Act.

The department will ensure that all Port and tenant projects, and redevelopments are in full compliance with the California Environmental Quality Act (CEQA), National Environmental Policy Act (NEPA), and related laws and regulations in keeping with protecting the tideland trust purposes.

## Mission Statement

To be a team of planning and graphic professionals dedicated to the building and the redevelopment of the finest waterfront cities in the world through careful planning and community partnerships on behalf of the public trust, and in keeping with the mission, vision, and values of the Port.

## Vision Statement

Sustainable growth through planning and environmental leadership.

## Services

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

- Obtain entitlements for Port strategic initiatives
- Maintain, update and amend Port Master Plan (PMP)
- Issue/obtain coastal development permits
- Community-based collaborative input
- Planning (Land Use)
- Assist with environmental review
- Planning (Recreation)
- Provide public with PMP/Planning information
- Graphic support, model and simulation production
- Fees for permits
- Port Master Plan electronic file access

## Modified and New Services

To achieve this Mission/Vision we will modify or expand our Services to include:

- Maintain resource base
- Graphic support, model and simulation production
- Fees for permits
- Port Master Plan electronic file access
- CEQA (California Environmental Quality Act) and NEPA (National Environmental Policy Act) compliance
- Environmental review and mitigation monitoring
- Environmental Impact Review (EIR) public review
- Manage technical and legal consultants

## Goals

- Complete the entitlement process in the most efficient and effective manner possible
- Complete the Coastal Development Permitting process in the most efficient and effective manner possible
- Provide high-level professional planning assistance and guidance in development of Port projects and redevelopments
- Conduct a level of community outreach during the planning and approval stages of a project to produce consensus support of projects by agencies
- Provide meaningful input into regional planning efforts
- Conduct a level of community outreach during the planning and approval stages of a project to produce public support of projects
- Maintain a current and accurate Port Master Plan
- Increase Department's Constructive Culture
- Develop and implement a cost recovery process for reviewing and processing tenant projects

# Land Use Planning

## SUMMARY OF DEPARTMENTAL EXPENSES

	ACTUAL RESULTS FY 05/06	AMENDED BUDGET FY 06/07	BUDGET FY 07/08	INCREASE FY 07/08-06/07 BUDGET	% INCREASE
Personnel Expenses	\$ 1,091,875	\$ 1,372,300	\$ 1,324,300	\$ (48,000)	-3.5%
Non-Personnel Expenses	1,346,205	1,500,400	1,290,800	(209,600)	-14.0%
<b>Total Direct Expense</b>	<b>\$ 2,438,080</b>	<b>\$ 2,872,700</b>	<b>\$ 2,615,100</b>	<b>\$ (257,600)</b>	<b>-9.0%</b>
Less: Capitalized Expense	(5,850)	(40,000)	(20,000)	20,000	-50.0%
Equipment Outlay	-	-	-	-	-
<b>TOTAL DEPARTMENTAL EXPENSE</b>	<b>\$ 2,432,230</b>	<b>\$ 2,832,700</b>	<b>\$ 2,595,100</b>	<b>\$ (237,600)</b>	<b>-8.4%</b>

## PERSONNEL EXPENSES

	ACTUAL RESULTS FY 05/06	AMENDED BUDGET FY 06/07	BUDGET FY 07/08	INCREASE FY 07/08-06/07 BUDGET	% INCREASE
Salaries and Wages	\$ 741,842	\$ 921,900	\$ 922,500	\$ 600	0.1%
Overtime	2,471	1,700	2,000	300	17.6%
Burden	347,562	446,200	396,800	(49,400)	-11.1%
Temporary Personnel	-	2,500	3,000	500	20.0%
<b>TOTAL PERSONNEL EXPENSE</b>	<b>\$ 1,091,875</b>	<b>\$ 1,372,300</b>	<b>\$ 1,324,300</b>	<b>\$ (48,000)</b>	<b>-3.5%</b>

# Land Use Planning

## POSITION SUMMARY

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

**Conversion:** 1 Senior Redevelopment Planner (Limited) to 1 Senior Redevelopment Planner

POSITION TITLE	AMENDED BUDGET FY 06/07	BUDGET FY 07/08
Administrative Assistant I (Classified)	1	1
Administrative Assistant II (Classified)	1	1
Assistant Redevelopment Planner	1	1
Associate Redevelopment Planner	2	2
Director, Planning	1	1
Executive Assistant I (Classified)	0	1
Executive Assistant I (Unclassified)	1	0
Graphics Technician	2	2
Manager, Planning Services	1	1
Senior Redevelopment Planner	2	3
<b>TOTAL</b>	<b>12</b>	<b>13</b>

**NOTE:**

Land Use Planning staff increased by one in FY 07/08. One Senior Redevelopment Planner was converted from a limited to a permanent position to support the department's workload with the upcoming projects the Port is undertaking in FY 07/08 and future years.

# Land Use Planning

## NON-PERSONNEL EXPENSE DETAILS

	ACTUAL RESULTS FY 05/06	AMENDED BUDGET FY 06/07	BUDGET FY 07/08	INCREASE FY 07/08-06/07 BUDGET	% INCREASE
Books & Periodicals	1,535	1,700	1,700	-	0.0%
Employee Recognition	-	400	400	-	0.0%
Memberships & Dues	2,883	3,100	3,500	400	12.9%
Seminars & Training	6,440	7,500	7,500	-	0.0%
<b>STAFF DEVELOPMENT</b>	<b>\$ 10,858</b>	<b>\$ 12,700</b>	<b>\$ 13,100</b>	<b>\$ 400</b>	<b>3.1%</b>
Mileage Reimbursement	5,963	5,000	6,000	1,000	20.0%
Travel	2,565	7,000	8,000	1,000	14.3%
<b>TRAVEL</b>	<b>\$ 8,528</b>	<b>\$ 12,000</b>	<b>\$ 14,000</b>	<b>\$ 2,000</b>	<b>16.7%</b>
Services - Professional & Other	1,245,940	1,173,500	1,180,500	7,000	0.6%
<b>CONTRACTUAL SERVICES</b>	<b>\$ 1,245,940</b>	<b>\$ 1,173,500</b>	<b>\$ 1,180,500</b>	<b>\$ 7,000</b>	<b>0.6%</b>
Equipment & Systems	3,120	6,000	6,000	-	0.0%
Equipment Rental/Leasing	96	200	1,000	800	400.0%
Office & Operating Supplies	11,342	11,000	15,000	4,000	36.4%
Postage & Shipping	11,470	8,000	9,500	1,500	18.8%
Safety Equipment & Supplies	-	100	100	-	0.0%
<b>SUPPLIES &amp; EQUIPMENT</b>	<b>\$ 26,028</b>	<b>\$ 25,300</b>	<b>\$ 31,600</b>	<b>\$ 6,300</b>	<b>24.9%</b>
Telephone & Communications	13,092	10,000	12,000	2,000	20.0%
<b>FACILITIES EXPENSE</b>	<b>\$ 13,092</b>	<b>\$ 10,000</b>	<b>\$ 12,000</b>	<b>\$ 2,000</b>	<b>20.0%</b>
Equipment Maintenance-Supplies	-	100	100	-	0.0%
Equipment Maintenance-Outside Services	375	200	1,700	1,500	750.0%
<b>MAINTENANCE &amp; REPAIRS</b>	<b>\$ 375</b>	<b>\$ 300</b>	<b>\$ 1,800</b>	<b>\$ 1,500</b>	<b>500.0%</b>
Advertising	8,394	4,500	7,500	3,000	66.7%
Promotional Services	7,770	8,500	14,000	5,500	64.7%
Promotional Materials	594	4,000	-	(4,000)	-100.0%
Joint Programs/Studies Assistance	23,750	248,600	15,000	(233,600)	-94.0%
<b>COMMUNITY &amp; ENVIRONMENTAL</b>	<b>\$ 40,508</b>	<b>\$ 265,600</b>	<b>\$ 36,500</b>	<b>\$ (229,100)</b>	<b>-86.3%</b>
Permits/Certificates/License	875	1,000	1,300	300	30.0%
<b>RISK MANAGEMENT</b>	<b>\$ 875</b>	<b>\$ 1,000</b>	<b>\$ 1,300</b>	<b>\$ 300</b>	<b>30.0%</b>
<b>TOTAL NON PERSONNEL EXPENSES</b>	<b>\$ 1,346,205</b>	<b>\$ 1,500,400</b>	<b>\$ 1,290,800</b>	<b>\$ (209,600)</b>	<b>-14.0%</b>

**NOTE:**

**Joint Programs/Studies Assistance** - is decreasing \$233,600 due to a one-time payment of \$208,600 made in FY 06/07 to National City for the cumulative expenses associated with the South Bay Enterprise Zone

**Land Use Planning  
EXPENSE BUDGET BREAKDOWN**

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL FY 05/06	ORIGINAL BUDGET FY 06/07	AMENDED BUDGET FY 06/07	BUDGET FY 07/08	INCREASE OVER AMENDED	
					dollars	pct
600110 Overtime MISCELLANEOUS		\$ 1,700		\$ 2,000		
<b>Total:</b>	\$ 2,471	\$ 1,700	\$ 1,700	\$ 2,000	\$ 300	18%
600120 Temporary Personnel MISCELLANEOUS		\$ 2,500		\$ 3,000		
<b>Total:</b>	\$ -	\$ 2,500	\$ 2,500	\$ 3,000	\$ 500	20%
<b>SUBTOTAL: OVERTIME &amp; TEMPS</b>	\$ 2,471	\$ 4,200	\$ 4,200	\$ 5,000	\$ 800	19%
610110 Books & Periodicals MISCELLANEOUS		\$ 1,700		\$ 1,700		
<b>Total:</b>	\$ 1,535	\$ 1,700	\$ 1,700	\$ 1,700	\$ -	0%
610115 Employee Recognition EMPLOYEE RECOGNITION FUNDS MISCELLANEOUS		\$ 400		\$ -		
<b>Total:</b>	\$ -	\$ 400	\$ 400	\$ 400	\$ -	0%
610120 Memberships & Dues MISCELLANEOUS		\$ 3,100		\$ 3,500		
<b>Total:</b>	\$ 2,883	\$ 3,100	\$ 3,100	\$ 3,500	\$ 400	13%
610140 Seminars & Training MISCELLANEOUS		\$ 7,500		\$ 7,500		
<b>Total:</b>	\$ 6,440	\$ 7,500	\$ 7,500	\$ 7,500	\$ -	0%
615100 Mileage Reimbursement MISCELLANEOUS		\$ 5,000		\$ 6,000		
<b>Total:</b>	\$ 5,963	\$ 5,000	\$ 5,000	\$ 6,000	\$ 1,000	20%
615110 Travel MISCELLANEOUS		\$ 7,000		\$ 8,000		
<b>Total:</b>	\$ 2,565	\$ 7,000	\$ 7,000	\$ 8,000	\$ 1,000	14%
620100 Services - Professional & Other AERIALS/BLUEPRINTS CEQA CONSULTANT CHULA VISTA MASTER PLAN COASTAL CONSULTANT CONSULTANT HIMPA COURIER SERVICES MARITIME PLANNING SUPPORT MISCELLANEOUS PROJECTS NATIONAL CITY PLAN URBAN PLANNING CONSULTANT		\$ 1,000 250,000 100,000 125,000 200,000 500 - 122,000 100,000 275,000		\$ 1,000 250,000 350,000 100,000 - 500 150,000 204,000 - 125,000		
<b>Total:</b>	\$ 1,245,940	\$ 1,173,500	\$ 1,173,500	\$ 1,180,500	\$ 7,000	1%
630110 Equipment & Systems COMPUTER REPLACEMENT (3) ERGONOMIC FURNITURE OFFICE EQUIPMENT MISCELLANEOUS		\$ - - - 6,000		\$ 4,000 500 1,500 -		
<b>Total:</b>	\$ 3,120	\$ 6,000	\$ 6,000	\$ 6,000	\$ -	0%
630120 Equipment Rental/Leasing MISCELLANEOUS		\$ 200		\$ 1,000		
<b>Total:</b>	\$ 96	\$ 200	\$ 200	\$ 1,000	\$ 800	400%

**Land Use Planning  
EXPENSE BUDGET BREAKDOWN**

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL FY 05/06	ORIGINAL BUDGET FY 06/07	AMENDED BUDGET FY 06/07	BUDGET FY 07/08	INCREASE OVER AMENDED	
					dollars	pct
630130 Office & Operating Supplies MISCELLANEOUS		\$ 11,000		\$ 15,000		
<b>Total:</b>	\$ 11,342	\$ 11,000	\$ 11,000	\$ 15,000	\$ 4,000	36%
630140 Postage & Shipping MISCELLANEOUS		\$ 8,000		\$ 9,500		
<b>Total:</b>	\$ 11,470	\$ 8,000	\$ 8,000	\$ 9,500	\$ 1,500	19%
630150 Safety Equipment & Supplies MISCELLANEOUS		\$ 100		\$ 100		
<b>Total:</b>	\$ -	\$ 100	\$ 100	\$ 100	\$ -	0%
640110 Telephone & Communications MISCELLANEOUS		\$ 10,000		\$ 12,000		
<b>Total:</b>	\$ 13,092	\$ 10,000	\$ 10,000	\$ 12,000	\$ 2,000	20%
650120 Equipment Maintenance-Supplies MISCELLANEOUS		\$ 100		\$ 100		
<b>Total:</b>	\$ -	\$ 100	\$ 100	\$ 100	\$ -	0%
650130 Equipment Maintenance-Outside Services MISCELLANEOUS		\$ 200		\$ 1,700		
<b>Total:</b>	\$ 375	\$ 200	\$ 200	\$ 1,700	\$ 1,500	750%
660100 Advertising MISCELLANEOUS		\$ 4,500		\$ 7,500		
<b>Total:</b>	\$ 8,394	\$ 4,500	\$ 4,500	\$ 7,500	\$ 3,000	67%
660110 Promotional Services MISCELLANEOUS		\$ 8,500		\$ 14,000		
<b>Total:</b>	\$ 7,770	\$ 8,500	\$ 8,500	\$ 14,000	\$ 5,500	65%
660120 Promotional Materials MISCELLANEOUS		\$ 4,000		\$ -		
<b>Total:</b>	\$ 594	\$ 4,000	\$ 4,000	\$ -	\$ (4,000)	-100%
660170 Joint Programs/Studies Assistance CV ENTERPRISE ZONE MISCELLANEOUS		\$ -		\$ 15,000		
<b>Total:</b>	\$ 23,750	\$ 40,000	\$ 248,600	\$ 15,000	\$ (233,600)	-94%
670130 Permits/Certificates/License MISCELLANEOUS		\$ 1,000		\$ 1,300		
<b>Total:</b>	\$ 875	\$ 1,000	\$ 1,000	\$ 1,300	\$ 300	30%
<b>SUBTOTAL: NON-PERSONNEL EXPENSE</b>	\$ 1,346,205	\$ 1,291,800	\$ 1,500,400	\$ 1,290,800	\$ (209,600)	-14%
<b>GRAND TOTAL:</b>	\$ 1,348,676	\$ 1,296,000	\$ 1,504,600	\$ 1,295,800	\$ (208,800)	-14%

# MARKETING DEPARTMENT

## Role

The Marketing Department supports Real Estate, Maritime, Cruise, Environmental, Recreation and all Port divisions in the implementation of the Port's Strategic Plan.

The Marketing Department is responsible for providing the following marketing services: cruise marketing, sales and promotional and public relations activities, strategic marketing planning, campaign development, advertising, Fee for Service and Marketing Sponsorship Program administration, internal marketing consultation, community outreach and industry representation, maintaining the corporate identity, print collateral, special event management and market research.

## Mission Statement

Develop and implement marketing communications programs and events that increase operating revenues and create and elevate positive awareness of the Port of San Diego.

## Vision Statement

We are dedicated marketing and communications professionals providing superior services and expertise to our internal and external stakeholder

## Current Services

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

- Cruise Marketing, Sales and Promotional and P.R. activities
- Strategic marketing planning
- Campaign development
- Advertising
- Fee for Service and Marketing Sponsorship Program administration
- Internal marketing consultation
- Community outreach and industry representation
- Maintaining the corporate identity
- Media relations
- Print collateral
- Special event management
- Market research

## Goals

- Retain and grow the Port's cruise ship business.
- Enhance the Port's corporate image
- Enhance the Port's relationships with its stakeholders
- Support the diversity of the Port's revenue base
- Achieve a constructive departmental culture
- Increase awareness and appreciation of the Port's Public Art

# Marketing

## SUMMARY OF DEPARTMENTAL EXPENSES

	ACTUAL RESULTS FY 05/06	AMENDED BUDGET FY 06/07	BUDGET FY 07/08	INCREASE FY 07/08-06/07 BUDGET	% INCREASE
Personnel Expenses	\$ 660,178	\$ 666,700	\$ 651,400	\$ (15,300)	-2.3%
Non-Personnel Expenses	1,729,026	1,888,900	2,084,700	195,800	10.4%
<b>Total Direct Expense</b>	<b>\$ 2,389,204</b>	<b>\$ 2,555,600</b>	<b>\$ 2,736,100</b>	<b>\$ 180,500</b>	<b>7.1%</b>
Less: Capitalized Expense	-	-	-	-	-
Equipment Outlay	-	-	-	-	-
<b>TOTAL DEPARTMENTAL EXPENSE</b>	<b>\$ 2,389,204</b>	<b>\$ 2,555,600</b>	<b>\$ 2,736,100</b>	<b>\$ 180,500</b>	<b>7.1%</b>

## PERSONNEL EXPENSES

	ACTUAL RESULTS FY 05/06	AMENDED BUDGET FY 06/07	BUDGET FY 07/08	INCREASE FY 07/08-06/07 BUDGET	% INCREASE
Salaries and Wages	\$ 295,382	\$ 457,700	\$ 445,900	\$ (11,800)	-2.6%
Overtime	763	5,000	2,500	(2,500)	-50.0%
Burden	134,142	179,000	175,500	(3,500)	-2.0%
Temporary Personnel	229,891	25,000	27,500	2,500	10.0%
<b>TOTAL PERSONNEL EXPENSE</b>	<b>\$ 660,178</b>	<b>\$ 666,700</b>	<b>\$ 651,400</b>	<b>\$ (15,300)</b>	<b>-2.3%</b>

# Marketing

## POSITION SUMMARY

**Replace:** 1 Executive Assistant II with 1 Executive Assistant II (Classified)

POSITION TITLE	AMENDED	
	BUDGET FY 06/07	BUDGET FY 07/08
Executive Assistant II	1	0
Executive Assistant II (Classified)	0	1
Graphic Designer	1	1
Marketing/Public Relations Rep I	2	2
Principal Marketing/Public Relations Rep	1	1
Senior Director, Marketing & Comm	1	1
<b>TOTAL</b>	<b>6</b>	<b>6</b>

# Marketing

## NON-PERSONNEL EXPENSE DETAILS

	ACTUAL RESULTS FY 05/06	AMENDED BUDGET FY 06/07	BUDGET FY 07/08	INCREASE FY 07/08-06/07 BUDGET	% INCREASE
Books & Periodicals	794	2,400	2,400	-	0.0%
Employee Recognition	-	200	200	-	0.0%
Memberships & Dues	19,151	14,500	14,500	-	0.0%
Seminars & Training	1,079	1,000	1,000	-	0.0%
<b>STAFF DEVELOPMENT</b>	<b>\$ 21,023</b>	<b>\$ 18,100</b>	<b>\$ 18,100</b>	<b>\$ -</b>	<b>0.0%</b>
Mileage Reimbursement	5,666	6,000	6,000	-	0.0%
Travel	13,976	23,000	28,000	5,000	21.7%
<b>TRAVEL</b>	<b>\$ 19,641</b>	<b>\$ 29,000</b>	<b>\$ 34,000</b>	<b>\$ 5,000</b>	<b>17.2%</b>
Services - Professional & Other	878,324	1,003,000	929,000	(74,000)	-7.4%
<b>CONTRACTUAL SERVICES</b>	<b>\$ 878,324</b>	<b>\$ 1,003,000</b>	<b>\$ 929,000</b>	<b>\$ (74,000)</b>	<b>-7.4%</b>
Breakage & Obsolescence	99	-	-	-	-
Equipment & Systems	11,465	4,900	6,400	1,500	30.6%
Equipment Rental/Leasing	713	500	500	-	0.0%
Office & Operating Supplies	8,291	7,500	7,500	-	0.0%
Postage & Shipping	7,075	5,000	5,000	-	0.0%
<b>SUPPLIES &amp; EQUIPMENT</b>	<b>\$ 27,642</b>	<b>\$ 17,900</b>	<b>\$ 19,400</b>	<b>\$ 1,500</b>	<b>8.4%</b>
Telephone & Communications	8,896	10,000	10,000	-	0.0%
<b>FACILITIES EXPENSE</b>	<b>\$ 8,896</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>	<b>\$ -</b>	<b>0.0%</b>
Equipment Maintenance-Outside Services	435	1,700	1,700	-	0.0%
<b>MAINTENANCE &amp; REPAIRS</b>	<b>\$ 435</b>	<b>\$ 1,700</b>	<b>\$ 1,700</b>	<b>\$ -</b>	<b>0.0%</b>
Advertising	653,836	710,000	965,000	255,000	35.9%
Promotional Services	63,372	68,500	67,500	(1,000)	-1.5%
Promotional Materials	55,858	30,700	40,000	9,300	30.3%
<b>COMMUNITY &amp; ENVIRONMENTAL</b>	<b>\$ 773,065</b>	<b>\$ 809,200</b>	<b>\$ 1,072,500</b>	<b>\$ 263,300</b>	<b>32.5%</b>
<b>TOTAL NON PERSONNEL EXPENSES</b>	<b>\$ 1,729,026</b>	<b>\$ 1,888,900</b>	<b>\$ 2,084,700</b>	<b>\$ 195,800</b>	<b>10.4%</b>

**NOTES:**

**Contractual Services** - Decreases \$74,000. \$20,000 was budgeted for a cruise consultant and \$60,000 was budgeted for a maritime video in FY 06/07 and not budgeted for FY 07/08.

**Community and Environmental** - Increases \$263,300 mostly due to expected additional work for cruise ship advertising and corporate and community outreach activities.

**Marketing**  
**EXPENSE BUDGET BREAKDOWN**

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL FY 05/06	ORIGINAL BUDGET FY 06/07	AMENDED BUDGET FY 06/07	BUDGET FY 07/08	INCREASE OVER AMENDED		
					dollars	pct	
600110 Overtime							
MISCELLANEOUS		\$ 5,000		\$ 2,500			
<b>Total:</b>	\$ 763	\$ 5,000	\$ 5,000	\$ 2,500	\$ (2,500)	-50%	
600120 Temporary Personnel							
MISCELLANEOUS		\$ 25,000		\$ 27,500			
<b>Total:</b>	\$ 229,891	\$ 25,000	\$ 25,000	\$ 27,500	\$ 2,500	10%	
<b>SUBTOTAL: OVERTIME &amp; TEMPS</b>	\$ 230,654	\$ 30,000	\$ 30,000	\$ 30,000	\$ -	0%	
610110 Books & Periodicals							
BOOKS & PERIODICALS		\$ 2,400		\$ 2,400			
<b>Total:</b>	\$ 794	\$ 2,400	\$ 2,400	\$ 2,400	\$ -	0%	
610115 Employee Recognition							
EMPLOYEE RECOGNITION		\$ 200		\$ 200			
<b>Total:</b>	\$ -	\$ 200	\$ 200	\$ 200	\$ -	0%	
610120 Memberships & Dues							
AMERICAN MARKETING ASSOCIATION		\$ 200		\$ 200			
CALTIA		700		700			
CONTINGENCY		1,000		1,000			
FCCA		10,000		10,000			
ICCL		2,500		2,500			
TOASTMASTERS INTERNATIONAL		100		100			
<b>Total:</b>	\$ 19,151	\$ 14,500	\$ 14,500	\$ 14,500	\$ -	0%	
610140 Seminars & Training							
MISCELLANEOUS		\$ 1,000		\$ 1,000			
<b>Total:</b>	\$ 1,079	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	0%	
615100 Mileage Reimbursement							
MISCELLANEOUS		\$ 6,000		\$ 6,000			
<b>Total:</b>	\$ 5,666	\$ 6,000	\$ 6,000	\$ 6,000	\$ -	0%	
615110 Travel							
CRUISE/TOURISM		\$ 20,000		\$ 25,000			
OTHER TRAVEL		3,000		3,000			
<b>Total:</b>	\$ 13,976	\$ 23,000	\$ 23,000	\$ 28,000	\$ 5,000	22%	

**Marketing**  
**EXPENSE BUDGET BREAKDOWN**

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL FY 05/06	ORIGINAL BUDGET FY 06/07	AMENDED BUDGET FY 06/07	BUDGET FY 07/08	INCREASE OVER AMENDED		
					dollars	pct	
620100 Services - Professional & Other							
BIG BAY BROCHURE PRINTING		\$ 25,000		\$ 25,000			
BROCHURE DISTRIBUTION		11,000		11,000			
CONTINGENCY		25,000		25,000			
CONVIS		125,000		125,000			
CRUISE CONSULTANT		20,000		-			
CRUISE SALES PIECE PRINTING		3,000		-			
CRUISE SHIP SCHEDULE PRINTING		20,000		20,000			
DIRECT MAIL SERVICES		20,000		20,000			
FILM COMMISSION		60,000		70,000			
FLEET WEEK		75,000		75,000			
HISPANIC CHAMBER		5,000		10,000			
HOLIDAY BOWL		155,000		155,000			
HOUSE OF HOSPITALITY		-		12,500			
MARITIME MUSEUM		40,000		25,000			
MARITIME VIDEO		60,000		-			
MESSENGER SERVICES		500		500			
MEXICO BUSINESS CENTER		3,000		5,000			
PARADE OF LIGHTS		10,000		10,000			
PMA (PRODUCE MARKETING ASSOCIA		25,000		-			
PRINTING SERVICES		17,000		30,000			
PUBLIC ART PRINTING & DIRECT M		8,000		5,000			
SAN DIEGO ARMED SERVICES (4TH		50,000		60,000			
SAN DIEGO BAY WINE AND FOOD FE		-		10,000			
SAN DIEGO CONVENTION CENTER CO		25,000		25,000			
SD BOAT SHOW		20,000		25,000			
SD CHAMBER		15,000		15,000			
SD EDC		10,000		10,000			
SD SPORTFISHING COUNCIL		65,000		65,000			
SYMPHONY		60,000		50,000			
TRANSLATION SERVICES		2,500		-			
WINE & FOOD FESTIVAL		8,000		-			
WTC		40,000		45,000			
<b>Total:</b>	\$ 878,324	\$ 1,003,000	\$ 1,003,000	\$ 929,000	\$ (74,000)	-7%	
630100 Breakage & Obsolescence							
<b>Total:</b>	\$ 99	\$ -	\$ -	\$ -	\$ -	-	N/A
630110 Equipment & Systems							
ERGONOMIC ITEMS		400		400			
MISC		2,000		2,000			
PALM PILOT UPDATES		500		-			
PC SOFTWARE/ACCESS		1,500		1,500			
PRESENTATION SUPPORT EQUIPMENT		-		2,000			
TELEPHONE UPDATES		500		500			
<b>Total:</b>	\$ 11,465	\$ 4,900	\$ 4,900	\$ 6,400	\$ 1,500	31%	
630120 Equipment Rental/Leasing							
MISC		\$ 500		\$ 500			
<b>Total:</b>	\$ 713	\$ 500	\$ 500	\$ 500	\$ -	0%	

**Marketing  
EXPENSE BUDGET BREAKDOWN**

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL FY 05/06	ORIGINAL BUDGET FY 06/07	AMENDED BUDGET FY 06/07	BUDGET FY 07/08	INCREASE OVER AMENDED	
					dollars	pct
630130 Office & Operating Supplies OFFICE & GRAPHIC ART SUPPLIES		\$ 7,500		\$ 7,500		
<b>Total:</b>	\$ 8,291	\$ 7,500	\$ 7,500	\$ 7,500	\$ -	0%
630140 Postage & Shipping MISCELLANEOUS		\$ 5,000		\$ 5,000		
<b>Total:</b>	\$ 7,075	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	0%
640110 Telephone & Communications MISCELLANEOUS		\$ 10,000		\$ 10,000		
<b>Total:</b>	\$ 8,896	\$ 10,000	\$ 10,000	\$ 10,000	\$ -	0%
650130 Equipment Maintenance-Outside Services MISCELLANEOUS		\$ 1,700		\$ 1,700		
<b>Total:</b>	\$ 435	\$ 1,700	\$ 1,700	\$ 1,700	\$ -	0%
660100 Advertising ADVERTISING AGENCY CONTRACT		\$ 500,000		\$ 550,000		
CORPORATE /COMMUNITY OUTREACH		45,000		175,000		
CRUISE		50,000		125,000		
MARITIME		15,000		25,000		
RADIO TRAFFIC SPONSORSHIP CONT		70,000		70,000		
REAL ESTATE		30,000		20,000		
<b>Total:</b>	\$ 653,836	\$ 710,000	\$ 710,000	\$ 965,000	\$ 255,000	36%
660110 Promotional Services CIAC LUNCHEONS		\$ 3,500		\$ 3,500		
CONCIERGE EVENT		1,000		-		
CRUISE SHIP PROMOTIONS		8,000		8,000		
CRUISE THE WEST		8,500		8,500		
CRUISE TRADESHOWS		37,500		37,500		
OTHER SERVICES AS REQUIRED		10,000		10,000		
<b>Total:</b>	\$ 63,372	\$ 68,500	\$ 68,500	\$ 67,500	\$ (1,000)	-1%
660120 Promotional Materials EXHIBIT BOOTH PHOTOGRAPHY		\$ 700		\$ -		
PROMOTIONAL ITEMS/MATERIALS		10,000		10,000		
SIGNAGE		-		10,000		
SPECIAL EVENT MATERIALS		20,000		20,000		
<b>Total:</b>	\$ 55,858	\$ 30,700	\$ 30,700	\$ 40,000	\$ 9,300	30%
<b>SUBTOTAL: NON-PERSONNEL EXPENSE</b>	\$ 1,729,026	\$ 1,888,900	\$ 1,888,900	\$ 2,084,700	\$ 195,800	10%
<b>GRAND TOTAL:</b>	\$ 1,959,681	\$ 1,918,900	\$ 1,918,900	\$ 2,114,700	\$ 195,800	10%

# **OFFICE OF THE EXECUTIVE VICE PRESIDENT**

## **Role**

The Executive Vice President is the principal assistant to the President/CEO and can act with the full authority of the President when assigned such duties and responsibilities. The Executive Vice President also supervises the Communications & Community Services, Land Use Planning, Marketing, and Public Art departments and the Intergovernmental Relations function.

# OFFICE OF THE EXECUTIVE VICE PRESIDENT

## INTERGOVERNMENTAL RELATIONS FUNCTION

### Role

Intergovernmental Relations provides intergovernmental services coordination Port-wide to achieve operational and policy goals with local (cities and county governments, special districts, and others), state (executive, legislative and regulatory), and federal governments (executive, congressional and regulatory), the California Coastal Commission, the state and federal regulatory agencies (U.S. Fish & Wildlife Service, California Department of Fish & Game, etc.). Intergovernmental Relations also identifies, applies for and secures grant and other governmental funding for the Port and related responsibilities.

### Mission Statement

In keeping with the highest standards of professional and ethical conduct, serve as a liaison to elected or appointed government officials to assist them in decision making on Port-related matters and to identify and secure grant and other governmental funding pertaining to the initiatives of the Port's Strategic Activity Areas.

### Vision Statement

Educate through legislative and community partnership.

### Current Services

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

- Provide information to elected and appointed officials
- Provide presentations to Legislature/community
- Serve as liaison to elected officials and appointed officials
- Identify and apply for financial grants at the federal, state and other levels of government
- Provide written analysis to the Board of Port Commissioners on legislation
- Coordinate legislative and congressional activities
- Oversee activities of consultants
- Utilize services of other departments and staff
- Assist departments in completing grant applications and develop organization-wide system to track and report on status of all grant applications

### Goals

- Timely coordination of meetings with government and interested parties (i.e., Port tenants) as measured by frequency and necessity of on-going meetings with officials and BPC regarding Port position as relates to new legislation
- Written analyses of legislation and recommended as measured by on-going action to BPC throughout legislative year
- Increased number and/or amount of grants or funds, taking into consideration the state and federal governments fiscal conditions, state of the economy, budget cuts, and the costs associated with receiving the grant.
- Timely coordination of intergovernmental services Port-wide for local, state and federal government, CA Coastal Commission, & state regulatory agencies

## Office of Exec VP

### SUMMARY OF DEPARTMENTAL EXPENSES

	ACTUAL RESULTS FY 05/06	AMENDED BUDGET FY 06/07	BUDGET FY 07/08	INCREASE FY 07/08-06/07 BUDGET	% INCREASE
Personnel Expenses	\$ 428,583	\$ 492,000	\$ 444,200	\$ (47,800)	-9.7%
Non-Personnel Expenses	167,574	202,900	261,100	58,200	28.7%
<b>Total Direct Expense</b>	<b>\$ 596,157</b>	<b>\$ 694,900</b>	<b>\$ 705,300</b>	<b>\$ 10,400</b>	<b>1.5%</b>
Less: Capitalized Expense	-	-	-	-	-
Equipment Outlay	-	-	-	-	-
<b>TOTAL DEPARTMENTAL EXPENSE</b>	<b>\$ 596,157</b>	<b>\$ 694,900</b>	<b>\$ 705,300</b>	<b>\$ 10,400</b>	<b>1.5%</b>

### PERSONNEL EXPENSES

	ACTUAL RESULTS FY 05/06	AMENDED BUDGET FY 06/07	BUDGET FY 07/08	INCREASE FY 07/08-06/07 BUDGET	% INCREASE
Salaries and Wages	\$ 323,274	\$ 340,100	\$ 305,500	\$ (34,600)	-10.2%
Overtime	55	-	-	-	-
Burden	105,254	151,900	138,700	(13,200)	-8.7%
Temporary Personnel	-	-	-	-	-
<b>TOTAL PERSONNEL EXPENSE</b>	<b>\$ 428,583</b>	<b>\$ 492,000</b>	<b>\$ 444,200</b>	<b>\$ (47,800)</b>	<b>-9.7%</b>

# Office of Exec VP

## POSITION SUMMARY

POSITION TITLE	AMENDED	
	BUDGET FY 06/07	BUDGET FY 07/08
Assistant to Vice President	1	1
Executive Vice President	1	1
Grants Coordinator	1	1
<b>TOTAL</b>	<b>3</b>	<b>3</b>

# Office of Exec VP

## NON-PERSONNEL EXPENSE DETAILS

	ACTUAL RESULTS FY 05/06	AMENDED BUDGET FY 06/07	BUDGET FY 07/08	INCREASE FY 07/08-06/07 BUDGET	%
					INCREASE
Books & Periodicals	1,628	1,200	1,200	-	0.0%
Employee Recognition	-	400	400	-	0.0%
Memberships & Dues	160	400	400	-	0.0%
Seminars & Training	2,612	2,000	2,000	-	0.0%
<b>STAFF DEVELOPMENT</b>	<b>\$ 4,399</b>	<b>\$ 4,000</b>	<b>\$ 4,000</b>	<b>\$ -</b>	<b>0.0%</b>
Mileage Reimbursement	7,709	8,500	8,500	-	0.0%
Travel	6,416	8,700	9,500	800	9.2%
<b>TRAVEL</b>	<b>\$ 14,124</b>	<b>\$ 17,200</b>	<b>\$ 18,000</b>	<b>\$ 800</b>	<b>4.7%</b>
Services - Professional & Other	140,485	170,000	170,000	-	0.0%
<b>CONTRACTUAL SERVICES</b>	<b>\$ 140,485</b>	<b>\$ 170,000</b>	<b>\$ 170,000</b>	<b>\$ -</b>	<b>0.0%</b>
Equipment & Systems	1,079	-	7,900	7,900	-
Equipment Rental/Leasing	39	100	100	-	0.0%
Office & Operating Supplies	1,782	2,000	2,000	-	0.0%
Postage & Shipping	345	500	300	(200)	-40.0%
<b>SUPPLIES &amp; EQUIPMENT</b>	<b>\$ 3,244</b>	<b>\$ 2,600</b>	<b>\$ 10,300</b>	<b>\$ 7,700</b>	<b>296.2%</b>
Telephone & Communications	1,910	1,500	2,700	1,200	80.0%
<b>FACILITIES EXPENSE</b>	<b>\$ 1,910</b>	<b>\$ 1,500</b>	<b>\$ 2,700</b>	<b>\$ 1,200</b>	<b>80.0%</b>
Equipment Maintenance-Outside Services	-	200	200	-	0.0%
<b>MAINTENANCE &amp; REPAIRS</b>	<b>\$ -</b>	<b>\$ 200</b>	<b>\$ 200</b>	<b>\$ -</b>	<b>0.0%</b>
Advertising	-	500	500	-	0.0%
Promotional Services	3,306	6,900	5,400	(1,500)	-21.7%
Promotional Materials	106	-	-	-	-
Joint Programs/Studies Assistance	-	-	50,000	50,000	-
<b>COMMUNITY &amp; ENVIRONMENTAL</b>	<b>\$ 3,412</b>	<b>\$ 7,400</b>	<b>\$ 55,900</b>	<b>\$ 48,500</b>	<b>655.4%</b>
<b>TOTAL NON PERSONNEL EXPENSES</b>	<b>\$ 167,574</b>	<b>\$ 202,900</b>	<b>\$ 261,100</b>	<b>\$ 58,200</b>	<b>28.7%</b>

**Office of Exec VP  
EXPENSE BUDGET BREAKDOWN**

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL FY 05/06	ORIGINAL BUDGET FY 06/07	AMENDED BUDGET FY 06/07	BUDGET FY 07/08	INCREASE OVER AMENDED	
					dollars	pct
600110 Overtime						
<b>Total:</b>	\$ 55	\$ -	\$ -	\$ -	\$ -	N/A
<b>SUBTOTAL: OVERTIME &amp; TEMPS</b>	\$ 55	\$ -	\$ -	\$ -	\$ -	N/A
610110 Books & Periodicals MISCELLANEOUS		\$ 1,200		\$ 1,200		
<b>Total:</b>	\$ 1,628	\$ 1,200	\$ 1,200	\$ 1,200	\$ -	0%
610115 Employee Recognition EMPLOYEE RECOGNITION MISCELLANEOUS		\$ 400		\$ -		
<b>Total:</b>	\$ -	\$ 400	\$ 400	\$ 400	\$ -	0%
610120 Memberships & Dues MISCELLANEOUS		\$ 400		\$ 400		
<b>Total:</b>	\$ 160	\$ 400	\$ 400	\$ 400	\$ -	0%
610140 Seminars & Training MISCELLANEOUS		\$ 2,000		\$ 2,000		
<b>Total:</b>	\$ 2,612	\$ 2,000	\$ 2,000	\$ 2,000	\$ -	0%
615100 Mileage Reimbursement MISCELLANEOUS		\$ 8,500		\$ 8,500		
<b>Total:</b>	\$ 7,709	\$ 8,500	\$ 8,500	\$ 8,500	\$ -	0%
615110 Travel MISCELLANEOUS		\$ 8,700		\$ 9,500		
<b>Total:</b>	\$ 6,416	\$ 8,700	\$ 8,700	\$ 9,500	\$ 800	9%
620100 Services - Professional & Other SACRAMENTO LEGISLATIVE SVCS. WASHINGTON, DC LEGISLATIVE SVC MISCELLANEOUS		\$ -		\$ 78,000		
<b>Total:</b>	\$ 140,485	\$ 170,000	\$ 170,000	\$ 170,000	\$ -	0%
630110 Equipment & Systems MISCELLANEOUS		\$ -		\$ 7,900		
<b>Total:</b>	\$ 1,079	\$ -	\$ -	\$ 7,900	\$ 7,900	N/A
630120 Equipment Rental/Leasing MISCELLANEOUS		\$ 100		\$ 100		
<b>Total:</b>	\$ 39	\$ 100	\$ 100	\$ 100	\$ -	0%
630130 Office & Operating Supplies MISCELLANEOUS		\$ 2,000		\$ 2,000		
<b>Total:</b>	\$ 1,782	\$ 2,000	\$ 2,000	\$ 2,000	\$ -	0%

**Office of Exec VP  
EXPENSE BUDGET BREAKDOWN**

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL FY 05/06	ORIGINAL BUDGET FY 06/07	AMENDED BUDGET FY 06/07	BUDGET FY 07/08	INCREASE OVER AMENDED	
					dollars	pct
630140 Postage & Shipping MISCELLANEOUS		\$ 500		\$ 300		
<b>Total:</b>	\$ 345	\$ 500	\$ 500	\$ 300	\$ (200)	-40%
640110 Telephone & Communications MISCELLANEOUS		1,500		2,700		
<b>Total:</b>	\$ 1,910	\$ 1,500	\$ 1,500	\$ 2,700	\$ 1,200	80%
650130 Equipment Maintenance-Outside Services MISCELLANEOUS		\$ 200		\$ 200		
<b>Total:</b>	\$ -	\$ 200	\$ 200	\$ 200	\$ -	0%
660100 Advertising MISCELLANEOUS		\$ 500		\$ 500		
<b>Total:</b>	\$ -	\$ 500	\$ 500	\$ 500	\$ -	0%
660110 Promotional Services MISCELLANEOUS		\$ 6,900		\$ 5,400		
<b>Total:</b>	\$ 3,306	\$ 6,900	\$ 6,900	\$ 5,400	\$ (1,500)	-22%
660120 Promotional Materials						
<b>Total:</b>	\$ 106	\$ -	\$ -	\$ -	\$ -	N/A
660170 Joint Programs/Studies Assistance SANDAG GOODS MOVEMENT POSITION		\$ -		\$ 50,000		
<b>Total:</b>	\$ -	\$ -	\$ -	\$ 50,000	\$ 50,000	N/A
<b>SUBTOTAL: NON-PERSONNEL EXPENSE</b>	\$ 167,574	\$ 202,900	\$ 202,900	\$ 261,100	\$ 58,200	29%
<b>GRAND TOTAL:</b>	\$ 167,630	\$ 202,900	\$ 202,900	\$ 261,100	\$ 58,200	29%

# PUBLIC ART

## Role

The department administers the Port's Public Art Program as delineated in Board of Port Commissioners (BPC) Policy 609. The department is responsible for facilitating the acquisition and installation of public artworks on Port tidelands and for the incorporation of public art into Port and Port tenant development and redevelopment projects. The department coordinates maintenance and conservation programs for existing public artworks. Public Art Department provides design and artwork consultation for internal departments, Port tenants and inter-agency partnerships, as well as maintaining general advocacy for public art in the Port environment. The Public Art Department has three full-time employees, one half-time employee and occasionally employs one intern or temporary employee.

## Mission Statement

To enhance the visual excitement, aesthetic appeal and cultural richness of Port tidelands through proactive integration of public art into the Port's project design process and community development programs.

## Vision Statement

To create America's finest urban waterfront environment.

## Current Services

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

- Public Art project management and coordination
- Provide public artworks for the Port (i.e., facilitate BPC Policies 609, 610 and 611)
- Provide public art support for Port tenant development/redevelopment projects in accordance with BPC 609 "percent-for-art" provisions
- Administer Request for Proposal (RFP)/Request for Qualification (RFQ) processes and calls for artists for public art projects
- Provide creative input and content for collateral materials
- Coordinate maintenance and conservation of Port's public art collection
- Administer contracts for public artwork projects
- Provide design assistance and consulting

- Facilitate public participation in public art
- Develop and disseminate public art information via web site, newsletter, mailings and other collateral materials
- Assist with public art related public and special events
- Maintain for Port and public use the artist registry and resource library
- Conduct graphic research
- Conduct analysis of potential public art project sites
- Provide staff support and direction to the Port's Public Art Committee
- Provide input for Commissioner and Public Art Committee member speeches and talking points

## Goals

- Increase the integration of public art in the planning stages of all Capital and redevelopment projects
- Increase the number of public art projects for the enjoyment and benefit of the community
- Increase the positive coverage in community and national art media
- Improve public access to public art resource library and artist database
- The material preservation and appearance of the Port's public art collection will improve

# Public Art

## SUMMARY OF DEPARTMENTAL EXPENSES

	ACTUAL RESULTS FY 05/06	AMENDED BUDGET FY 06/07	BUDGET FY 07/08	INCREASE FY 07/08-06/07 BUDGET	% INCREASE
Personnel Expenses	\$ 293,183	\$ 353,300	\$ 333,300	\$ (20,000)	-5.7%
Non-Personnel Expenses	112,300	346,500	998,200	651,700	188.1%
<b>Total Direct Expense</b>	<b>\$ 405,483</b>	<b>\$ 699,800</b>	<b>\$ 1,331,500</b>	<b>\$ 631,700</b>	<b>90.3%</b>
Less: Capitalized Expense	-	-	-	-	-
Equipment Outlay	-	-	-	-	-
<b>TOTAL DEPARTMENTAL EXPENSE</b>	<b>\$ 405,483</b>	<b>\$ 699,800</b>	<b>\$ 1,331,500</b>	<b>\$ 631,700</b>	<b>90.3%</b>

## PERSONNEL EXPENSES

	ACTUAL RESULTS FY 05/06	AMENDED BUDGET FY 06/07	BUDGET FY 07/08	INCREASE FY 07/08-06/07 BUDGET	% INCREASE
Salaries and Wages	\$ 164,382	\$ 215,200	\$ 204,200	\$ (11,000)	-5.1%
Overtime	420	2,000	2,000	-	0.0%
Burden	83,307	95,300	86,300	(9,000)	-9.4%
Temporary Personnel	45,074	40,800	40,800	-	0.0%
<b>TOTAL PERSONNEL EXPENSE</b>	<b>\$ 293,183</b>	<b>\$ 353,300</b>	<b>\$ 333,300</b>	<b>\$ (20,000)</b>	<b>-5.7%</b>

# Public Art

## POSITION SUMMARY

POSITION TITLE	AMENDED	
	BUDGET FY 06/07	BUDGET FY 07/08
Director, Public Art	1	1
Public Art Project Manager	2	2
<b>TOTAL</b>	<b>3</b>	<b>3</b>

# Public Art

## NON-PERSONNEL EXPENSE DETAILS

	ACTUAL RESULTS FY 05/06	AMENDED BUDGET FY 06/07	BUDGET FY 07/08	INCREASE FY 07/08-06/07 BUDGET	% INCREASE
Books & Periodicals	70	1,000	1,000	-	0.0%
Employee Recognition	-	-	100	100	-
Memberships & Dues	50	1,000	1,000	-	0.0%
Seminars & Training	-	4,800	4,800	-	0.0%
<b>STAFF DEVELOPMENT</b>	<b>\$ 120</b>	<b>\$ 6,800</b>	<b>\$ 6,900</b>	<b>\$ 100</b>	<b>1.5%</b>
Mileage Reimbursement	4,400	2,600	6,500	3,900	150.0%
Travel	5,391	14,900	14,900	-	0.0%
<b>TRAVEL</b>	<b>\$ 9,791</b>	<b>\$ 17,500</b>	<b>\$ 21,400</b>	<b>\$ 3,900</b>	<b>22.3%</b>
Services - Professional & Other	24,262	16,500	16,500	-	0.0%
<b>CONTRACTUAL SERVICES</b>	<b>\$ 24,262</b>	<b>\$ 16,500</b>	<b>\$ 16,500</b>	<b>\$ -</b>	<b>0.0%</b>
Equipment & Systems	4,563	5,800	5,800	-	0.0%
Equipment Rental/Leasing	42	800	400	(400)	-50.0%
Office & Operating Supplies	6,883	6,000	6,000	-	0.0%
Postage & Shipping	8,864	8,000	8,000	-	0.0%
Blueprints	-	-	100	100	-
<b>SUPPLIES &amp; EQUIPMENT</b>	<b>\$ 20,352</b>	<b>\$ 20,600</b>	<b>\$ 20,300</b>	<b>\$ (300)</b>	<b>-1.5%</b>
Telephone & Communications	2,224	2,300	2,300	-	0.0%
<b>FACILITIES EXPENSE</b>	<b>\$ 2,224</b>	<b>\$ 2,300</b>	<b>\$ 2,300</b>	<b>\$ -</b>	<b>0.0%</b>
Facilities Maintenance-Outside Services	3,100	69,700	70,500	800	1.1%
Equipment Maintenance-Outside Services	-	1,000	1,000	-	0.0%
<b>MAINTENANCE &amp; REPAIRS</b>	<b>\$ 3,100</b>	<b>\$ 70,700</b>	<b>\$ 71,500</b>	<b>\$ 800</b>	<b>1.1%</b>
Advertising	494	2,600	2,000	(600)	-23.1%
Promotional Services	5,996	20,200	20,000	(200)	-1.0%
Promotional Materials	35,943	22,300	22,300	-	0.0%
Public Art Program	10,000	167,000	815,000	648,000	388.0%
<b>COMMUNITY &amp; ENVIRONMENTAL</b>	<b>\$ 52,433</b>	<b>\$ 212,100</b>	<b>\$ 859,300</b>	<b>\$ 647,200</b>	<b>305.1%</b>
Other Miscellaneous Expenses	18	-	-	-	-
<b>OTHER EXPENSES</b>	<b>\$ 18</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>
<b>TOTAL NON PERSONNEL EXPENSES</b>	<b>\$ 112,300</b>	<b>\$ 346,500</b>	<b>\$ 998,200</b>	<b>\$ 651,700</b>	<b>188.1%</b>

**NOTES:**

**Public Art Program** -Increases \$648,000 due to the inclusion of non-capital public art projects which were not budgeted in operations in prior years.

**Public Art  
EXPENSE BUDGET BREAKDOWN**

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL FY 05/06	ORIGINAL BUDGET FY 06/07	AMENDED BUDGET FY 06/07	BUDGET FY 07/08	INCREASE OVER AMENDED	
					dollars	pct
600110 Overtime MISCELLANEOUS		\$ 2,000		\$ 2,000		
<b>Total:</b>	\$ 420	\$ 2,000	\$ 2,000	\$ 2,000	\$ -	0%
600120 Temporary Personnel MISCELLANEOUS		\$ 40,800		\$ 40,800		
<b>Total:</b>	\$ 45,074	\$ 40,800	\$ 40,800	\$ 40,800	\$ -	0%
<b>SUBTOTAL: OVERTIME &amp; TEMPS</b>	\$ 45,494	\$ 42,800	\$ 42,800	\$ 42,800	\$ -	0%
610110 Books & Periodicals MISCELLANEOUS		\$ 1,000		\$ 1,000		
<b>Total:</b>	\$ 70	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	0%
610115 Employee Recognition MISCELLANEOUS		\$ -		\$ 100		
<b>Total:</b>	\$ -	\$ -	\$ -	\$ 100	\$ 100	N/A
610120 Memberships & Dues MISCELLANEOUS		\$ 1,000		\$ 1,000		
<b>Total:</b>	\$ 50	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	0%
610140 Seminars & Training MISCELLANEOUS		\$ 4,800		\$ 4,800		
<b>Total:</b>	\$ -	\$ 4,800	\$ 4,800	\$ 4,800	\$ -	0%
615100 Mileage Reimbursement MISCELLANEOUS		\$ 2,600		\$ 6,500		
<b>Total:</b>	\$ 4,400	\$ 2,600	\$ 2,600	\$ 6,500	\$ 3,900	150%
615110 Travel MISCELLANEOUS		\$ 14,900		\$ 14,900		
<b>Total:</b>	\$ 5,391	\$ 14,900	\$ 14,900	\$ 14,900	\$ -	0%
620100 Services - Professional & Other MISCELLANEOUS		\$ 16,500		\$ 16,500		
<b>Total:</b>	\$ 24,262	\$ 16,500	\$ 16,500	\$ 16,500	\$ -	0%
630110 Equipment & Systems MISCELLANEOUS		\$ 5,800		\$ 5,800		
<b>Total:</b>	\$ 4,563	\$ 5,800	\$ 5,800	\$ 5,800	\$ -	0%
630120 Equipment Rental/Leasing MISCELLANEOUS		\$ 800		\$ 400		
<b>Total:</b>	\$ 42	\$ 800	\$ 800	\$ 400	\$ (400)	-50%
630130 Office & Operating Supplies MISCELLANEOUS		\$ 6,000		\$ 6,000		
<b>Total:</b>	\$ 6,883	\$ 6,000	\$ 6,000	\$ 6,000	\$ -	0%
630140 Postage & Shipping MISCELLANEOUS		\$ 8,000		\$ 8,000		
<b>Total:</b>	\$ 8,864	\$ 8,000	\$ 8,000	\$ 8,000	\$ -	0%
630190 Blueprints MISCELLANEOUS		\$ -		\$ 100		
<b>Total:</b>	\$ -	\$ -	\$ -	\$ 100	\$ 100	N/A

**Public Art  
EXPENSE BUDGET BREAKDOWN**

ACCOUNT NUMBER & NAME EXPENSE DETAILS	ACTUAL FY 05/06	ORIGINAL BUDGET FY 06/07	AMENDED BUDGET FY 06/07	BUDGET FY 07/08	INCREASE OVER AMENDED	
					dollars	pct
640110 Telephone & Communications MISCELLANEOUS		\$ 2,300		\$ 2,300		
<b>Total:</b>	\$ 2,224	\$ 2,300	\$ 2,300	\$ 2,300	\$ -	0%
650110 Facilities Maintenance-Outside Services MISCELLANEOUS		\$ 69,700		\$ 70,500		
<b>Total:</b>	\$ 3,100	\$ 69,700	\$ 69,700	\$ 70,500	\$ 800	1%
650130 Equipment Maintenance-Outside Services MISCELLANEOUS		\$ 1,000		\$ 1,000		
<b>Total:</b>	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	0%
660100 Advertising MISCELLANEOUS		\$ 2,600		\$ 2,000		
<b>Total:</b>	\$ 494	\$ 2,600	\$ 2,600	\$ 2,000	\$ (600)	-23%
660110 Promotional Services MISCELLANEOUS		\$ 20,200		\$ 20,000		
<b>Total:</b>	\$ 5,996	\$ 20,200	\$ 20,200	\$ 20,000	\$ (200)	-1%
660120 Promotional Materials MISCELLANEOUS		\$ 22,300		\$ 22,300		
<b>Total:</b>	\$ 35,943	\$ 22,300	\$ 22,300	\$ 22,300	\$ -	0%
660190 Public Art Program						
ANNUAL SCULPTURE SHOW		\$ -		\$ 400,000		
IB COLOR PALETTE		-		15,000		
ISIS REPLACEMENT		-		150,000		
PROMOTIONAL PIECE/BROCHURE		-		50,000		
SIGNATURE ARTWORK		-		200,000		
<b>Total:</b>	\$ 10,000	\$ -	\$ 167,000	\$ 815,000	\$ 648,000	388%
680190 Other Miscellaneous Expenses						
<b>Total:</b>	\$ 18	\$ -	\$ -	\$ -	\$ -	N/A
<b>SUBTOTAL: NON-PERSONNEL EXPENSE</b>	\$ 112,300	\$ 179,500	\$ 346,500	\$ 998,200	\$ 651,700	188%
<b>GRAND TOTAL:</b>	\$ 157,794	\$ 222,300	\$ 389,300	\$ 1,041,000	\$ 651,700	167%