

# 108 - OC DANA POINT HARBOR

## Operational Summary

### Description:

To provide public coastal access, environmental stewardship, and a diverse regional recreational facility so all users and visitors may experience the unique Dana Point Harbor resource in a safe and enjoyable way.

### Strategic Goals:

The Department's goals are derived from the identified core services:

- Act as a responsible agent for the community by safeguarding Harbor environmental assets and the public's access to the coast and recreational boating, facilitating effective communication with our various stakeholder groups, and providing for commercial opportunities;
- Implement the Dana Point Harbor Revitalization Plan;
- Provide resources to commercial tenants to help them meet the County's standard for customer service; and
- Continue to pursue improvements in Harbor water quality.

### Key Outcome Indicators:

Performance Measure	2009 Business Plan Results	2010 Business Plan Target	How are we doing?
<b>ENSURE A RESPONSIBLY FUNCTIONING COUNTY FACILITY.</b> <b>What:</b> Perform needed maintenance and upkeep and stay involved as a community. <b>Why:</b> Responsibility of OCDPH to provide the public with safe maritime and coastal opportunities.	Development of program to repair or replace infrastructure with safety-identified issues as priority items. Development of efficient processes for implementing new programs based on community expectations.	Continue to perform deferred maintenance of facilities. Develop and review scenarios for effective management of OC Sailing and Event Center (SEC). Collaborate with City of Dana Point for the 'Project V' local shuttle system. Participate in promotion of new tri-city trolley program once implemented.	Repairs to infrastructure programmed and budgeted as needed. Continue to monitor program usage and facility impact.

### At a Glance:

Total FY 2009-2010 Current Modified Budget:	26,463,856
Total FY 2009-2010 Actual Expenditure + Encumbrance:	19,044,915
Total Final FY 2010-2011	30,178,303
Percent of County General Fund:	N/A
Total Employees:	16.00

### Key Outcome Indicators: (Continued)

Performance Measure	2009 Business Plan	2010 Business Plan	How are we doing?
	Results	Target	
<p><b>COMPLETION OF THE DANA POINT HARBOR REVITALIZATION PROJECT.</b>  <b>What:</b> Manage the Revitalization process from entitlements through construction.  <b>Why:</b> Revitalize aging Harbor facilities, as well as update and improve infrastructure.</p>	<p>Received unanimous California Coastal Commission (CCC) approval of Local Coastal Program Amendment Land Use Plan (LCPA-LUP) as well as unanimous support by the Dana Point City Council. Development of Boater Focus Group to obtain boater perspective on relevant Harbor issues.</p>	<p>Take steps to complete and certify Supplemental Environmental Impact Report (SEIR). Work on final permitting phase for LCPA Implementation Plan with public hearing in early 2011. Prepare Coastal Development permits for Phase 1 consideration by permitting agency by late 2011.</p>	<p>LCPA Land Use Plan (LUP) approved by CCC (10/09). City of Dana Point adopted LCPA-LUP (2/2010); CCC approved Executive Director's Report certifying LUP (10/10); Implementation Plan hearing anticipated in early 2011. SEIR for waterside to be released for public comment mid-2011. Boater Focus Group continues as needed.</p>
<p><b>OC DANA POINT HARBOR FULLY CAPABLE TO PROVIDE NEEDED RESOURCES AND A SAFE ENVIRONMENT.</b>  <b>What:</b> Responsibly managing the Harbor operations and planning for the future.  <b>Why:</b> As a county facility, the Harbor must meet standards for user expectations and safety.</p>	<p>Dana Wharf Restroom renovation project designs finalized and construction completed. Documented Parking Management programs for each special event. Sign mock-ups presented for public input for new Harbor-wide Sign Program.</p>	<p>Complete sign program median sign element. Implement Human Powered Craft safety guidelines harborwide. Continue to responsibly address maintenance requirements.</p>	<p>Parking issues are addressed as they arise with Parking Management Program in place for special events. Sign mock-ups constructed based on public input.</p>
<p><b>LESS HARBOR POSTINGS FOR BACTERIA LEVEL EXCEEDANCES.</b>  <b>What:</b> Pursuing new ideas to approach water quality issues in the Harbor.  <b>Why:</b> Cleaner water allows for a safe and healthy environment for all users.</p>	<p>Installed 1 Marina Trash Skimmer to collect and retain debris. Received all "A" postings in the Heal the Bay Summer Report Card. Hold underwater clean up events. Dry boat storage operations certified by the Clean Marina California Program.</p>	<p>Continue to evaluate and implement new programs. Educate Harbor operators, users and general public of new procedures. Continue to consider new opportunities to address runoff issues. Monitor Breakwater Condition study and implement Water Quality Control Program.</p>	<p>Trash Skimmer installed and fully operational. Baby Beach is now being cleaned daily. Underwater Cleanup has become a biannual event. Dry Boat Surface storage successfully certified by California Clean Marina Program.</p>

### FY 2009-10 Key Project Accomplishments:

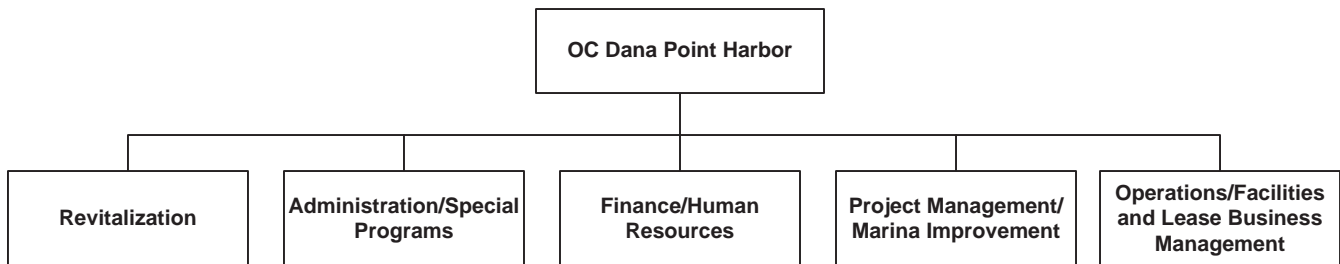
During the past year, the OC Dana Point Harbor accomplished many of its goals. They are as follows:

- Obtained unanimous approval by the California Coastal Commission for the Harbor Local Coastal Program Amendment Land Use Plan (LCPA-LUP) element, followed by unanimous support and adoption by the Dana Point City Council. This adoption will be followed by a public hearing on the Implementation Plan element (IP) and allows for the next steps in the Coastal Development Permit application process for the Revitalization Plan.
- Supplemental Environmental Impact Report (SEIR) for waterside plan drafted. Public distribution is anticipated in mid-2011.
- Dana Wharf Restroom renovation project designs finalized and construction completed.
- Completed numerous leasing transactions that have strengthened and enhanced Harbor's leases and community.
- Developed and began the ongoing Underwater Cleanup Events in continued efforts to improve water quality in the Harbor.



- Developed the Boater Focus Group to gain Dana Point Harbor boaters' perspective on issues pertaining to boating in the Harbor as well as the upcoming marina improvement plans.
- Enhanced community awareness and participation by successfully scheduling summer programs at the Orange County Sailing and Events Center, adding new Stand Up Paddleboard programs, and distributing four newsletters to approximately 5,000 recipients.
- Implemented Harborwide Human Powered Craft Safety Guidelines Program including a safety sticker distributed to all HPC users, new signage, press conference and several print stories to advise the public on new program and safe practices.

## Organizational Summary



**Revitalization** - Operate and manage projects related to the Dana Point Revitalization Project.

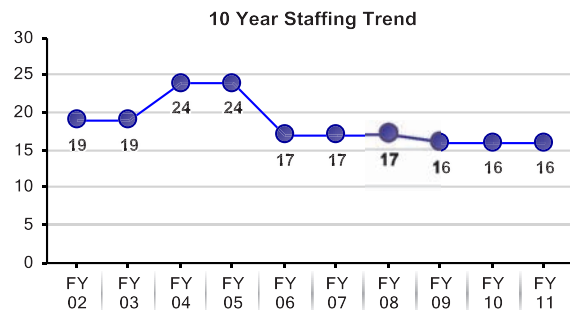
**Administration/Special Programs** - Includes Administrative, Purchasing, Staff Support, Special Programs, Information Technology and Human Resource services. Provides the oversight and daily operations to ensure that OC Dana Point Harbor operates in a manner that is safe, efficient and effective. Promotes public access and services that is responsive to the community.

**Finance/Human Resources** - Includes Budget/Finance staff and activities related to Accounting and Human Resources support. Responsible for OC Dana Point Harbor budget, finance and coordination with CEO and Human Resources for budget related issues.

**Project Management/Marina Improvements** - Includes Program Management Services. Provides oversight and management of capital projects to ensure that all applicable laws and regulations are met.

**Operations - Lease Management** - Includes the management, oversight and budget for operator leases for both the marinas and harbor commercial core.

### Ten Year Staffing Trend:



### Ten Year Staffing Trend Highlights:

- In Fiscal Year 2005/2006, the Dana Point Tidelands Fund 108 transferred out 10 positions to the OC Parks (formerly Harbors, Beaches & Parks-HBP) Fund 405 for

the creation of OC Dana Point Harbor. These positions provided oversight for the portions of Dana Point Harbor included in the regional park system.

- An additional 2 positions were transferred to the OC Parks Fund 405 and the RDMD Fund 080 because these positions spend most of their working time in the above mentioned funds.
- An additional 2 positions were transferred from Fund 113 to OC Dana Point Harbor to support the creation of the management team for the new OC Dana Point Harbor.
- An additional 2 positions, an Administrative Manager II and an Office Specialist, were approved by the Board of Supervisors for OC Dana Point Harbor.
- The net decrease to Fund 108 was 8 positions. The total position count is 16.

## Budget Summary

### Plan for Support of the County's Strategic Priorities:

OC Dana Point Harbor will help enhance the quality of life in Orange County through effective management and development of the Harbor for the benefit of the community. Revenues from Harbor operations are used to preserve, develop and further enhance an integrated system of natural features, historical assets, and recreational and cultural opportunities while maintaining environmental integrity.

### Changes Included in the Base Budget:

OC Dana Point Harbor does not have any significant changes in Fiscal Year 2010-2011 base budget. OC Dana Point Harbor continues to ensure that all available funds are dedicated to the operation of the Harbor or earmarked for projects identified as crucial for the safety and well-being of Harbor tenants and visitors such as dredging, quay walls, maintenance of Harbor structures and the Revitalization Project. These funds are also necessary to demonstrate the commitment of the Department's resources to the establishment, improvement, and conduct of the Harbor as directed by the State of California upon the granting of Dana Point Tidelands.

## Final Budget History:

Sources and Uses	FY 2008-2009	FY 2009-2010	FY 2009-2010	FY 2010-2011	Change from FY 2009-2010	
	Actual Exp/Rev	Budget As of 6/30/10	Actual Exp/Rev <sup>(1)</sup> As of 6/30/10	Final Budget	Budget Amount	Percent
Total Positions	16	16	16	16	0	0.00
Total Revenues	50,952,164	31,034,579	29,384,777	30,178,303	(856,276)	-2.76
Total Requirements	46,381,441	31,034,579	23,552,940	30,178,303	(856,276)	-2.76
Balance	4,570,723	0	5,831,837	0	0	-100.00

(1) Amounts include prior year expenditure and exclude current year encumbrance. Therefore, the totals listed above may not match Total FY 2009-10 Actual Expenditure + Encumbrance included in the "At a Glance" section.

Detailed budget by expense category and by activity is presented for agency: OC Dana Point Harbor in the Appendix on page A105

## Highlights of Key Trends:

- The safety of the public and environment is the priority for OC Dana Point Harbor. Staff continues to facilitate and oversee maintenance projects and restoration of public facilities to ensure compliance with Federal and State safety requirements as well as meet the needs and expectations of the public using the harbor.
- Rents and concession revenues have decreased as a result of the slowing economy, no slip fee increases and higher merchant vacancies. Despite aggressive marketing efforts, revenue and occupancy rates from the Dana Point Marina Inn are expected to slightly decrease in FY 2010/2011.



■ With approval by the California Coastal Commission for the Harbor Local Coastal Program Amendment for the Revitalization Project, OC Dana Point Harbor will be actively pursuing steps towards implementation. This

includes the development of a financing strategy and acquisition of the required Coastal Development permits.

**Budget Units Under Agency Control:**

No.	Agency Name	Revitalization	Administration/Special Programs	Finance/Human Resources	Project Management/ Marina Improvements	Operations - Lease Management	Total
108	OC Dana Point Harbor	856,974	6,714,986	605,024	9,685,371	12,315,948	30,178,303
12K	Dana Point Marina DBW Emergency Repair Fund	0	0	0	1,817,617	0	1,817,617
	<b>Total</b>	<b>856,974</b>	<b>6,714,986</b>	<b>605,024</b>	<b>11,502,988</b>	<b>12,315,948</b>	<b>31,995,920</b>



## 108 - OC Dana Point Harbor

### Summary of Final Budget by Revenue and Expense Category:

Revenues/Appropriations	FY 2008-2009		FY 2009-2010		FY 2010-2011		Change from FY 2009-2010	
	Actual Exp/Rev	Budget As of 6/30/10	Actual Exp/Rev <sup>(1)</sup> As of 6/30/10	Budget	Final Budget	Budget Amount	Percent	
Licenses, Permits & Franchises	\$ 479	\$ 0	\$ 3,914	\$ 200	\$ 200	\$ 200	0.00%	
Fines, Forfeitures & Penalties	252,752	132,000	131,449	130,600	130,600	(1,400)	-1.06	
Revenue from Use of Money and Property	24,098,244	24,970,294	22,821,812	22,670,597	22,670,597	(2,299,697)	-9.21	
Charges For Services	869,977	838,200	831,562	829,505	829,505	(8,695)	-1.04	
Miscellaneous Revenues	297,382	184,060	219,444	205,260	205,260	21,200	11.52	
Other Financing Sources	1,017	339,302	341,175	0	0	(339,302)	-100.00	
<b>Total FBA</b>	<b>26,029,839</b>	<b>4,570,723</b>	<b>4,570,723</b>	<b>6,342,141</b>	<b>6,342,141</b>	<b>1,771,418</b>	<b>38.76</b>	
Reserve For Encumbrances	(597,524)	0	464,699	0	0	0	0.00	
<b>Total Revenues</b>	<b>50,952,164</b>	<b>31,034,579</b>	<b>29,384,777</b>	<b>30,178,303</b>	<b>30,178,303</b>	<b>(856,276)</b>	<b>-2.76</b>	
Salaries & Benefits	1,662,692	1,735,786	1,714,591	1,922,753	1,922,753	186,967	10.77	
Services & Supplies	17,662,407	20,997,198	16,891,269	19,304,056	19,304,056	(1,693,142)	-8.06	
Other Charges	(431)	500	154	200	200	(300)	-60.00	
Capital Assets	10,325	84,000	0	99,500	99,500	15,500	18.45	
Structures & Improvements	2,242,815	342,802	77,456	500,000	500,000	157,198	45.86	
Other Financing Uses	428,835	326,643	298,747	327,107	327,107	464	0.14	
Special Items	0	2,976,927	0	8,024,687	8,024,687	5,047,760	169.56	
Reserves	24,374,799	4,570,723	4,570,723	0	0	(4,570,723)	-100.00	
<b>Total Requirements</b>	<b>46,381,441</b>	<b>31,034,579</b>	<b>23,552,940</b>	<b>30,178,303</b>	<b>30,178,303</b>	<b>(856,276)</b>	<b>-2.76</b>	
<b>Balance</b>	<b>\$ 4,570,723</b>	<b>\$ 0</b>	<b>\$ 5,831,837</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>-100.00%</b>	

(1) Amounts include prior year expenditure and exclude current year encumbrance. Therefore, the totals listed above may not match Total FY 2009-10 Actual Expenditure + Encumbrance included in the "At a Glance" section.

### Final Budget Summary of Revitalization:

Revenues/Appropriations	FY 2008-2009		FY 2009-2010		FY 2010-2011		Change from FY 2009-2010	
	Actual Exp/Rev	Budget As of 6/30/10	Actual Exp/Rev <sup>(1)</sup> As of 6/30/10	Budget	Final Budget	Budget Amount	Percent	
Miscellaneous Revenues	\$ 0	\$ 0	\$ 44	\$ 0	\$ 0	\$ 0	0.00%	
Reserve For Encumbrances	2,313,207	0	0	0	0	0	0.00	
<b>Total Revenues</b>	<b>2,313,207</b>	<b>0</b>	<b>44</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00</b>	
Salaries & Benefits	292,040	288,345	318,870	343,824	343,824	55,479	19.24	
Services & Supplies	192,433	12,000	94,010	13,150	13,150	1,150	9.58	
Structures & Improvements	2,242,815	342,802	77,456	500,000	500,000	157,198	45.86	
<b>Total Requirements</b>	<b>2,727,288</b>	<b>643,147</b>	<b>490,336</b>	<b>856,974</b>	<b>856,974</b>	<b>213,827</b>	<b>33.25</b>	
<b>Balance</b>	<b>\$ (414,081)</b>	<b>\$ (643,147)</b>	<b>\$ (490,292)</b>	<b>\$ (856,974)</b>	<b>\$ (856,974)</b>	<b>\$ (213,827)</b>	<b>33.25%</b>	

## Final Budget Summary of Administration/Special Programs:

Revenues/Appropriations	FY 2008-2009		FY 2009-2010		FY 2009-2010		Change from FY 2009-2010	
	Actual Exp/Rev	Budget	Actual Exp/Rev <sup>(1)</sup>	Budget	Actual Exp/Rev <sup>(1)</sup>	Budget	Amount	Percent
Licenses, Permits & Franchises	\$ 479	\$ 0	\$ 3,914	\$ 200	\$ 200	\$ 200	\$ 200	0.00%
Fines, Forfeitures & Penalties	56,360	60,000	800	0	0	(60,000)	(60,000)	-100.00
Revenue from Use of Money and Property	1,393,230	1,000,000	380,288	425,000	425,000	(575,000)	(575,000)	-57.50
Charges For Services	458,467	407,000	426,134	343,000	343,000	(64,000)	(64,000)	-15.72
Miscellaneous Revenues	97,052	2,500	20,060	18,500	18,500	16,000	16,000	640.00
Other Financing Sources	1,017	0	1,873	0	0	0	0	0.00
<b>Total FBA</b>	<b>26,029,839</b>	<b>4,570,723</b>	<b>4,570,723</b>	<b>6,342,141</b>	<b>6,342,141</b>	<b>1,771,418</b>	<b>1,771,418</b>	<b>38.76</b>
Reserve For Encumbrances	(2,910,731)	0	464,699	0	0	0	0	0.00
<b>Total Revenues</b>	<b>25,125,712</b>	<b>6,040,223</b>	<b>5,868,490</b>	<b>7,128,841</b>	<b>7,128,841</b>	<b>1,088,618</b>	<b>1,088,618</b>	<b>18.02</b>
Salaries & Benefits	607,125	562,241	574,907	618,469	618,469	56,228	56,228	10.00
Services & Supplies	5,132,220	5,798,420	4,834,846	6,078,517	6,078,517	280,097	280,097	4.83
Other Charges	(431)	300	102	0	0	(300)	(300)	-100.00
Other Financing Uses	168,680	18,000	18,000	18,000	18,000	0	0	0.00
Reserves	24,374,799	4,570,723	4,570,723	0	0	(4,570,723)	(4,570,723)	-100.00
<b>Total Requirements</b>	<b>30,282,394</b>	<b>10,949,684</b>	<b>9,998,578</b>	<b>6,714,986</b>	<b>6,714,986</b>	<b>(4,234,698)</b>	<b>(4,234,698)</b>	<b>-38.67</b>
<b>Balance</b>	<b>\$ (5,156,682)</b>	<b>\$ (4,909,461)</b>	<b>\$ (4,130,088)</b>	<b>\$ 413,855</b>	<b>\$ 413,855</b>	<b>\$ 5,323,316</b>	<b>\$ 5,323,316</b>	<b>-108.43%</b>

## Final Budget Summary of Finance/Human Resources:

Revenues/Appropriations	FY 2008-2009		FY 2009-2010		FY 2009-2010		Change from FY 2009-2010	
	Actual Exp/Rev	Budget	Actual Exp/Rev <sup>(1)</sup>	Budget	Actual Exp/Rev <sup>(1)</sup>	Budget	Amount	Percent
Miscellaneous Revenues	\$ 4	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	0.00%
<b>Total Revenues</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00</b>
Salaries & Benefits	128,772	125,399	121,223	135,552	135,552	10,153	10,153	8.10
Services & Supplies	455,172	411,373	432,380	469,272	469,272	57,899	57,899	14.07
Other Charges	0	200	52	200	200	0	0	0.00
<b>Total Requirements</b>	<b>583,944</b>	<b>536,972</b>	<b>553,655</b>	<b>605,024</b>	<b>605,024</b>	<b>68,052</b>	<b>68,052</b>	<b>12.67</b>
<b>Balance</b>	<b>\$ (583,940)</b>	<b>\$ (536,972)</b>	<b>\$ (553,655)</b>	<b>\$ (605,024)</b>	<b>\$ (605,024)</b>	<b>\$ (68,052)</b>	<b>\$ (68,052)</b>	<b>12.67%</b>

### Final Budget Summary of Project Management/Marina Improvements:

Revenues/Appropriations	FY 2008-2009	FY 2009-2010	FY 2009-2010	FY 2010-2011	Change from FY 2009-2010	
	Actual Exp/Rev	Budget As of 6/30/10	Actual Exp/Rev <sup>(1)</sup> As of 6/30/10	Final Budget	Budget Amount	Percent
Other Financing Sources	\$ 0	\$ 339,302	\$ 339,302	\$ 0	\$ (339,302)	-100.00%
<b>Total Revenues</b>	0	339,302	339,302	0	(339,302)	-100.00
Salaries & Benefits	264,991	279,824	296,609	305,590	25,766	9.21
Services & Supplies	846,843	2,754,444	873,085	1,355,094	(1,399,350)	-50.80
Other Financing Uses	0	0	280,747	0	0	0.00
Special Items	0	2,976,927	0	8,024,687	5,047,760	169.56
<b>Total Requirements</b>	1,111,834	6,011,195	1,450,441	9,685,371	3,674,176	61.12
<b>Balance</b>	\$ (1,111,834)	\$ (5,671,893)	\$ (1,111,139)	\$ (9,685,371)	\$ (4,013,478)	70.76%

### Final Budget Summary of Operations - Lease Management:

Revenues/Appropriations	FY 2008-2009	FY 2009-2010	FY 2009-2010	FY 2010-2011	Change from FY 2009-2010	
	Actual Exp/Rev	Budget As of 6/30/10	Actual Exp/Rev <sup>(1)</sup> As of 6/30/10	Final Budget	Budget Amount	Percent
Fines, Forfeitures & Penalties	\$ 196,392	\$ 72,000	\$ 130,649	\$ 130,600	\$ 58,600	81.39%
Revenue from Use of Money and Property	22,705,014	23,970,294	22,441,524	22,245,597	(1,724,697)	-7.20
Charges For Services	411,510	431,200	405,428	486,505	55,305	12.83
Miscellaneous Revenues	200,326	181,560	199,340	186,760	5,200	2.86
<b>Total Revenues</b>	23,513,241	24,655,054	23,176,941	23,049,462	(1,605,592)	-6.51
Salaries & Benefits	369,764	479,977	402,980	519,318	39,341	8.20
Services & Supplies	11,035,739	12,020,961	10,656,949	11,388,023	(632,938)	-5.27
Capital Assets	10,325	84,000	0	99,500	15,500	18.45
Other Financing Uses	260,154	308,643	0	309,107	464	0.15
<b>Total Requirements</b>	11,675,982	12,893,581	11,059,930	12,315,948	(577,633)	-4.48
<b>Balance</b>	\$ 11,837,260	\$ 11,761,473	\$ 12,117,012	\$ 10,733,514	\$ (1,027,959)	-8.74%