



City of Biddeford, Maine

FY2018

Mooring Fees Fund Revenue

	FY15	FY16	FY16	FY17	FY17	FY2018		
	Received	Estimate	Received	Estimate	Received to Date	Dept Head	Manager's Rec	City Council Rec
Taxes	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Licenses, permits and fees	\$25,000	\$24,875	\$25,000	\$12,785	\$25,000	\$25,000	\$0	#REF!
Intergovernmental	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Investment income	\$711	\$500	\$786	\$600	\$254	\$600	\$600	\$0
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Transfer in from other funds	\$0	\$0	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$0
Use of fund balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTALS:	\$25,711	\$25,375	\$40,786	\$28,385	\$40,254	\$40,600	\$15,600	#REF!

Account Number	Description	FY15 Received	FY16 Estimate	FY16 Received	FY17 Estimate	FY17 Received to Date	FY2018		
							Dept Head	Manager's Rec	City Council Rec
40240	Mooring Fee Revenue	\$25,410	\$25,000	\$24,875	\$25,000	\$12,785	\$25,000	\$25,000	\$0
40500	Investment Income Revenue	\$711	\$500	\$786	\$600	\$254	\$600	\$600	\$0
40801	Transfer in from Other Funds	\$0	\$0	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$0
41199	Use of Fund Balance-non-CityGF	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0



Fiscal Year 2018 Budget Request

April 19, 2017

Department: Mooring Fees

Account Title: Annual Stipend Pay Expense

Department Number: 31102

Account Number: 60121

FY2015 Actual	FY 2016 Budget	FY 2016 Actual	FY 2017 Budget	FY 2017 Est. Expended
\$9,000.00	\$9,000.00	\$9,000.00	\$9,000.00	\$9,000.00

FY-2018 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$9,000.00	\$9,000.00		

Support for Budget Request: This amount is the stipend set by ordinance to be paid to the harbormaster (\$4,500) and assistant (\$4,500). No increase is anticipated.





Fiscal Year 2018 Budget Request

April 19, 2017

Department: Mooring Fees

Account Title: FICA/Medicare-ER Share Exp

Department Number: 31102

Account Number: 60201

FY2015 Actual	FY 2016 Budget	FY 2016 Actual	FY 2017 Budget	FY 2017 Est. Expended
\$688.48	\$689.00	\$688.48	\$689.00	\$689.00

FY-2018 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$689.00	\$689.00		\$0.00

Support for Budget Request: related to stipend for harbormaster and assistant





Fiscal Year 2018 Budget Request

April 19, 2017

Department: Mooring Fees

Account Title: Conferences/Training Expense

Department Number: 31102

Account Number: 60251

FY2015 Actual	FY 2016 Budget	FY 2016 Actual	FY 2017 Budget	FY 2017 Est. Expended
\$300.00	\$300.00	\$300.00	\$400.00	\$350.00

FY-2018 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$450.00	\$175.00		\$50.00

Support for Budget Request: Harbormaster and assistant are required to attend annual Harbormaster training meeting. The tuition increases without notice. It is best to plan for another small increase.



<i>Fiscal Year Review</i>	<i>Budget</i>	<i>Actual</i>	<i>Differential</i>
FY2011	\$ 400.00	\$ 150.00	250.00
FY2012	\$ 200.00	\$ 500.00	(300.00)
FY2013	\$ 200.00	\$ 300.00	(100.00)
FY2014	\$ 300.00	\$ 300.00	-
FY2015	\$ 300.00	\$ 300.00	-
FY2016	\$ 300.00	\$ 300.00	-
FY2017	\$ 400.00	\$ 350.00	50.00

Half of fee charged here, half to 31142-60251
\$350/2 = \$175



Fiscal Year 2018 Budget Request

April 19, 2017

Department: Mooring Fees

Account Title: Food/Lodging Expense

Department Number: 31102

Account Number: 60253

FY2015 Actual	FY 2016 Budget	FY 2016 Actual	FY 2017 Budget	FY 2017 Est. Expended
\$300.00	\$300.00	\$300.00	\$400.00	\$300.00

FY-2018 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$400.00	\$150.00		\$100.00

Support for Budget Request: This covers lodging and food at the Harbormaster training meeting.



<i>Fiscal Year Review</i>	<i>Budget</i>	<i>Actual</i>	<i>Differential</i>
FY2011	\$ 200.00	\$ 200.00	-
FY2012	\$ 200.00	\$ 500.00	(300.00)
FY2013	\$ 200.00	\$ 300.00	(100.00)
FY2014	\$ 300.00	\$ 300.00	-
FY2015	\$ 300.00	\$ 300.00	-
FY2016	\$ 300.00	\$ 300.00	-
FY2017	\$ 400.00	\$ 300.00	100.00

Half of fee charged here, half to 31142-60251

$$\$300/2 = \$150$$



Fiscal Year 2018 Budget Request

April 19, 2017

Department: Mooring Fees

Account Title: Dues/Memberships Expense

Department Number: 31102

Account Number: 60256

FY2015 Actual	FY 2016 Budget	FY 2016 Actual	FY 2017 Budget	FY 2017 Est. Expended
\$50.00	\$50.00	\$75.00	\$75.00	\$100.00

FY-2018 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$150.00	\$100.00		\$50.00

Support for Budget Request:



This items covers membership in the Maine Harbormasters Association, required to attend annual training.notice.
In the past the fee has increased without prior notice. This increase should cover new dues amount.

<i>Fiscal Year Review</i>	<i>Budget</i>	<i>Actual</i>	<i>Differential</i>
FY2011	\$ 50.00	\$ 50.00	-
FY2012	\$ 50.00	\$ 50.00	-
FY2013	\$ 50.00	\$ 50.00	-
FY2014	\$ 50.00	\$ 50.00	-
FY2015	\$ 50.00	\$ 50.00	-
FY2016	\$ 50.00	\$ 75.00	(25.00)
FY2017	\$ 75.00	\$ 100.00	(25.00)



Fiscal Year 2018 Budget Request

April 19, 2017

Department: Mooring Fees

Account Title: Service Contracts Expense

Department Number: 31102

Account Number: 60310

FY2015 Actual	FY 2016 Budget	FY 2016 Actual	FY 2017 Budget	FY 2017 Est. Expended
\$3,435.31	\$3,400.00	\$1,885.00	\$3,600.00	\$18,492.00

FY-2018 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$5,150.00	\$2,950.00		\$1,150.00

Support for Budget Request:

Costs involved with setting and picking up NO WAKE buoys
 Contract expenses have increased to \$4,204 for the past season. Increase to \$4,400 is anticipated.
 Three buoys and two anchors (and chain) need to be replaced. Biddefords share estimated at \$750

Note: \$14,592 of FY 17 Est Expended covers removal of sunken boat in river.

Setting bouys	\$	4,400.00			
Equip Replacement	\$	1,500.00			
	\$	5,900.00			

50% Biddeford & Saco

\$ 2,950.00 Biddeford Share FY2018

<i>Fiscal Year Review</i>	<i>Budget</i>	<i>Actual</i>	<i>Difference</i>
FY2011	\$ 4,600.00	\$ 3,059.00	\$ 1,541.00
FY2012	\$ 4,000.00	\$ 2,340.00	\$ 1,660.00
FY2013	\$ 4,000.00	\$ 3,721.00	\$ 279.00
FY2014	\$ 2,500.00	\$ 5,560.00	\$ (3,060.00)
FY2015	\$ 2,800.00	\$ 3,435.00	\$ (635.00)
FY2016	\$ 3,400.00	\$ 1,885.00	\$ 1,515.00
FY2017	\$ 3,600.00	\$ 14,592.00	\$ (10,992.00)



Fiscal Year 2018 Budget Request

April 19, 2017

Department: Mooring Fees

Account Title: Temporary Contract Help Exp

Department Number: 31102

Account Number: 60312

FY2015 Actual	FY 2016 Budget	FY 2016 Actual	FY 2017 Budget	FY 2017 Est. Expended
\$0.00	\$0.00	\$15,000.00	\$15,000.00	

FY-2018 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$15,000.00	\$15,000.00		

Support for Budget Request: This amount is designated to cover the cost of a BPD officer to patrol the Saco River
 None of this fund was spent last season. The BPD expects to have an officer
 staff the harbor patrol full time for the next season





Fiscal Year 2018 Budget Request

April 19, 2017

Department: Mooring Fees

Account Title: Workers Comp Insurance Exp

Department Number: 31102

Account Number: 60370

FY2015 Actual	FY 2016 Budget	FY 2016 Actual	FY 2017 Budget	FY 2017 Est. Expended
\$647.00	\$650.00	\$499.00	\$650.00	\$647.00

FY-2018 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$650.00	\$650.00		

Support for Budget Request: Related to stipend.





Fiscal Year 2018 Budget Request

April 19, 2017

Department: Mooring Fees

Account Title: Vehicle Insurance Expense

Department Number: 31102

Account Number: 60372

FY2015 Actual	FY 2016 Budget	FY 2016 Actual	FY 2017 Budget	FY 2017 Est. Expended
\$880.50	\$900.00	\$889.50	\$1,150.00	\$925.08

FY-2018 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$1,150.00	\$1,150.00		\$0.00

Support for Budget Request: Cost of insurance (shared with City of Saco) to insure Harbor Patrol boat.





Fiscal Year 2018 Budget Request

April 19, 2017

Department: Mooring Fees

Account Title: Gasoline Expense

Department Number: 31102

Account Number: 60411

FY2015 Actual	FY 2016 Budget	FY 2016 Actual	FY 2017 Budget	FY 2017 Est. Expended
\$777.39	\$800.00	\$1,141.55	\$1,100.00	\$1,090.00

FY-2018 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$1,800.00	\$1,800.00		\$700.00

Support for Budget Request:



Fuel for the Harbor Patrol is purchased at Marston's Marina in Saco.
The total amount is split 50/50 with the City of Saco.

BPD anticipates having an officer staff the boat 40 hours per week for season. Fuel costs will increase.

<i>Fiscal Year Review</i>	<i>Budget</i>	<i>Actual</i>	<i>Difference</i>
FY2011	\$ 800.00	\$ 1,263.00	\$ (463.00)
FY2012	\$ 1,400.00	\$ 339.00	\$ 1,061.00
FY2013	\$ 1,400.00	\$ 778.00	\$ 622.00
FY2014	\$ 1,000.00	\$ 394.00	\$ 606.00
FY2015	\$ 800.00	\$ 777.00	\$ 23.00
FY2016	\$ 800.00	\$ 1,142.00	\$ (342.00)
FY2017	\$ 1,100.00	\$ 1,090.00	\$ 10.00



Fiscal Year 2018 Budget Request

April 19, 2017

Department: Mooring Fees

Account Title: Vehicle Repair/Tires/Oil Exp

Department Number: 31102

Account Number: 60453

FY2015 Actual	FY 2016 Budget	FY 2016 Actual	FY 2017 Budget	FY 2017 Est. Expended
\$2,024.42	\$4,500.00	\$21,739.93	\$2,500.00	\$2,701.00

FY-2018 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$5,000.00	\$5,000.00		\$2,500.00

Support for Budget Request: Maintenance costs will increase with a full time BPD staff on all season.

Repairs and routine maintenance for the Harbor Patrol is shared 50/50 with the City of Saco.



<i>Fiscal Year Review</i>	<i>Budget</i>	<i>Actual</i>	<i>Difference</i>
FY2011	\$ 5,000.00	\$ 8,903.00	\$ (3,903.00)
FY2012	\$ 4,000.00	\$ 9,489.00	\$ (5,489.00)
FY2013	\$ 8,000.00	\$ 9,521.00	\$ (1,521.00)
FY2014	\$ 7,500.00	\$ 2,902.00	\$ 4,598.00
FY2015	\$ 4,500.00	\$ 2,024.00	\$ 2,476.00
FY2016	\$ 4,500.00	\$ 21,741.00	\$ (17,241.00)
FY2017	\$ 2,500.00	\$ 2,701.00	\$ (201.00)



Fiscal Year 2018 Budget Request

April 19, 2017

Department: Mooring Fees

Account Title: Operating Supp/Eqt Non-Cap

Department Number: 31102

Account Number: 60501

FY2015 Actual	FY 2016 Budget	FY 2016 Actual	FY 2017 Budget	FY 2017 Est. Expended
\$0.00	\$1,000.00	\$0.00	\$1,000.00	\$0.00

FY-2018 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$3,000.00	\$1,000.00		\$2,000.00

Support for Budget Request: Misc equipment for the Harbor Patrol boat such as lines, pumps fenders...



<i>Fiscal Year Review</i>	<i>Budget</i>	<i>Actual</i>	<i>Difference</i>
FY2011	\$	1,273.00	\$ (1,273.00)
FY2012	\$ 600.00	\$ 1,049.00	\$ (449.00)
FY2013	\$ 600.00	\$ 5,979.00	\$ (5,379.00)
FY2014	\$ 800.00	\$ 648.00	\$ 152.00
FY2015	\$ 1,000.00	\$ -	\$ 1,000.00
FY2016	\$ 1,000.00	\$ -	\$ 1,000.00
FY2017	\$ 1,000.00	\$ -	\$ 1,000.00



Fiscal Year 2018 Budget Request

April 19, 2017

Department: Mooring Fees

Account Title: Printing & Copying Expense

Department Number: 31102

Account Number: 60502

FY2015 Actual	FY 2016 Budget	FY 2016 Actual	FY 2017 Budget	FY 2017 Est. Expended
\$0.00	\$200.00	\$253.75	\$250.00	\$150.00

FY-2018 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$300.00	\$250.00		\$50.00

Support for Budget Request:

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Printing for Mooring Permits and inspection forms. There has been an increase in inspection reports.

<i>Fiscal Year Review</i>	<i>Budget</i>	<i>Actual</i>	<i>Difference</i>
FY2011	\$ 500.00	\$ -	\$ 500.00
FY2012	\$ 500.00	\$ 180.00	\$ 320.00
FY2013	\$ 200.00	\$ -	\$ 200.00
FY2014	\$ 200.00	\$ -	\$ 200.00
FY2015	\$ 200.00	\$ -	\$ 200.00
FY2016	\$ 200.00	\$ 254.00	\$ (54.00)
FY2017	\$ 250.00	\$ 150.00	\$ 100.00



Fiscal Year 2018 Budget Request

April 19, 2017

Department: Mooring Fees

Account Title: Transfer Out to Other Funds

Department Number: 31102

Account Number: 60799

FY2015 Actual	FY 2016 Budget	FY 2016 Actual	FY 2017 Budget	FY 2017 Est. Expended
\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00

FY-2018 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$3,000.00	\$5,000.00		\$0.00

Support for Budget Request:

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City of Biddeford administrative management fees

<i>Fiscal Year Review</i>	<i>Budget</i>	<i>Actual</i>	<i>Difference</i>
FY2011	\$ 3,000.00	\$ 3,000.00	-
FY2012	\$ 3,000.00	\$ 3,000.00	-
FY2013	\$ 3,000.00	\$ 3,000.00	-
FY2014	\$ 3,000.00	\$ 3,000.00	-
FY2015	\$ 3,000.00	\$ 3,000.00	-
FY2016	\$ 3,000.00	\$ 3,000.00	-
FY2017	\$ 3,000.00	\$ 3,000.00	-

City manager's recommendation \$5,000.00