

Account Number	Account Description	Actual Year Before Last: FY20	Actual Last Year FY21	Budgeted This Year FY22	Estimated This Year FY22	Requested Next Year FY23	Requested Budget Change From Estimate	Requested Budget
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**65 FUND BALANCE - Cruise Ship Reserve Fund**

Starting Fund Balance		540,350	398,569	112,554	96,122	19,048	-80.2%	-83.1%
Revenues & Other Sources		930,054	1,820	174,024	146,989	912,926	521.1%	424.6%
Expenditures & Other Uses		1,071,835	304,267	224,063	224,063	664,556	196.6%	196.6%
<b>Ending Fund Balance</b>		<b>398,569</b>	<b>96,122</b>	<b>62,515</b>	<b>19,048</b>	<b>267,417</b>		
Reserved for Encumbrances (Env. Monitoring):		4,988	6,988	0	6,988	6,988		
Reserved for Encumbrances (PSBldg-Heat Pump):		5,565	0	0	0	0		
Designated Fund Balance For Future Operations Expense		224,902	120,331	38,691	52,230	134,541	157.6%	247.7%
Designated Fund Balance For Future Capital Expense		163,114	(31,197)	23,823	(40,170)	125,886	-413.4%	428.4%
Increase or (Decrease)								
Unassigned Fund Balance								
(Use of) / Add to Fund Balance		(141,781)	(302,447)	(33,607)	(43,467)	248,369	-671.4%	-839.0%

**Notes:**

- A. Money may not be expended from reserve funds (Fund Balance) without Town Meeting approval. Reserve funds may be encumbered or designated by Town Council action.
- B. New cruise ship port fees were implemented July 1, 2009. All cruise ships disembarking are required to pay a Passenger Service Fee and a Port Development Fee. As required by law, these fees can be used only for facilities and services directly benefitting cruise ship passengers, although the general public may also derive some benefit from them.

**65 REVENUES - Cruise Ship Fund**

(\* = See Page CS-5)

<b>Operating Revenues</b>								
65-4363	Passenger Service Fees *	515,963	1,020	94,109	79,462	500,574	530.0%	431.9%
<b>Capital Revenues</b>								
65-4364	Port Development Fees *	414,092	800	79,914	67,527	412,350	510.6%	416.0%
65-4366	Grant Income							
65-4367	Ferry Terminal Reimbursements							
<b>Total Non-Tax Revenue</b>		<b>930,055</b>	<b>1,820</b>	<b>174,024</b>	<b>146,989</b>	<b>912,926</b>	<b>521.1%</b>	<b>424.6%</b>
<b>Total Revenues &amp; Other Sources</b>		<b>930,055</b>	<b>1,820</b>	<b>174,024</b>	<b>146,989</b>	<b>912,926</b>	<b>521.1%</b>	<b>424.6%</b>

FY21--Fees as of 7/1/20 (\$4.46 x 2.2% which was FY20 COLA used) = \$4.55 total.  
 FY22 - TC Action 1/26/21 - raise rate by COLA to: = \$4.68 total.  
 FY23 3% COLA increase = \$4.76 total.

Account Number	Account Description	Actual Year Before Last: FY20	Actual Last Year FY21	Budgeted This Year FY22	Estimated This Year FY22	Requested Next Year FY23	Requested Budget Change From Estimate	Requested Budget
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**EXPENDITURES - Cruise Ship Fund**

**#6510**

**DIRECT EXPENSES**

(\* = See Page CS-6)

**Contract Services**

5334	Environmental Monitoring *	2,602	0	0	0	9,000		
5337	Cottage St. Landscape Design	0	0	0	0	0		
5340	Legal Fees	300	0	0	0	2,000		
5356	Ferry Terminal Study	0	0	0	0	0		
5358	Visitor Wayfinding Services *	45,866	0	7,000	7,000	42,600	508.6%	508.6%
5359	Industry Relations *	0	0	1,000	1,000	1,000	0.0%	0.0%

**Other**

5448	Supplies - Cones, Trsh Lids, Misc.	2,588	1,000	1,000	1,000	2,500	150.0%	150.0%
5459	Supplies - Patrol Boat	0	13	1,000	1,000	1,000	0.0%	0.0%
5512	Util-Inet/WIFI Park access	845	720	1,000	1,000	1,000	0.0%	0.0%
5517	Fuel - Patrol Boat	0	327	500	500	500	0.0%	0.0%
5659	Repairs/Service - Patrol Boat	1,566	2,028	2,000	2,000	2,000	0.0%	0.0%
5808	Cruise Maine Dues *	8,000	0	0	0	8,000		
5810	CLIA/Other Dues	1,091	731	0	0	0		
5822	Insurance: Marina Landing + 1/2 FT	5,382	5,894	6,000	6,000	6,000	0.0%	0.0%
5824	Insurance: Patrol Boat	2,900	3,050	3,100	3,100	3,100	0.0%	0.0%
5844	Workshop Reg/Conferences-Admin	0	0	1,000	1,000	1,000	0.0%	0.0%
5845	Training - Security Boat	0	0	0	0	0		
5846	Travel - Rooms & Meals-(1/2 PBoat)	0	0	1,400	1,400	1,400	0.0%	0.0%
5906	Contingency	3,820	3,985	3,000	3,000	3,000	0.0%	0.0%
5924	Island Explorer Contribution-	20,261	0	20,666	20,666	94,106	355.4%	355.4%
5924	Lifeflight Foundation Contribution	1,300	0	1,328	1,328	1,400	5.4%	5.4%

Total Direct Expenses	96,521	17,748	49,994	49,994	<b>179,606</b>	259.3%	259.3%
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**#6520 ALLOCATED EXPENSES: OPERATIONS**

(\* = See Chart CS-7 to 9)

4816	Administrative Services *	25,659	15,668	10,453	10,453	10,166	-2.7%	-2.7%
4845	Port Security Services *	146,882	31,660	41,502	41,502	87,754	111.4%	111.4%
4853	Harbor Management Services *	63,772	15,800	15,742	15,742	39,175	148.9%	148.9%
4870	Comfort Station Services *	47,901	9,600	7,020	7,020	21,866	211.5%	211.5%
4877	Public Works Services *	85,608	18,680	22,852	22,852	79,696	248.7%	248.7%
Total Operating Expense Allocations	369,822	91,408	97,569	97,569	<b>238,656</b>	144.6%	144.6%	

Total Passenger Services Expenses	466,343	109,156	147,563	147,563	418,262	183.4%	183.4%
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270,699 270,699

How The Department Operation Expense Allocation Works:

Estimates are made each year as to the required resources from each of the above departments (labor, equipment, outsourced contracts, etc.) For labor, we add an estimated payroll benefit percentage. Number of cruise ship days, two cruise days, etc., are calculated based upon known reservations and various estimates are made to document the impact on each department. This is done once per year at budget time, approved by the Cruise Ship Committee and eventually by Town Meeting to transfer these \$ to the General Fund to cover said costs.

~~ Cruise Ship Fund Continued on Next Page ~~

Account Number	Account Description	Actual Year Before Last: FY20	Actual Last Year FY21	Budgeted This Year FY22	Estimated This Year FY22	Requested Next Year FY23	Requested Budget Change From Estimate	Budget
<b>ALLOCATED EXPENSES: CAPITAL</b>				(* = See Page CS-9)				

These accounts utilize cruise ship Port Development Fees to compensate the Capital Improvement Program (CIP) Fund for the following capital improvements provided for the enjoyment & safety of cruise ship passengers. More detail on projects is in the CIP narratives of the CIP budget.

**Transfer to the CIP Fund**

6120	WiFi in the Parks Improvements	6,000	0	0	0	2,500		
6130	Municipal Bldg Renovations	5,000	5,000	0	0	5,000		
6162	Comprehensive Plan	5,000	0	0	0	5,000		
6164	Lower Main St. Streetscape	110,000	0	0	0	20,000		
6166	Cottage St. Streetscape	110,000	0	0	0	20,000		
6200	Ambulance Replacement	15,000	15,000	0	0	15,000		
6220	Fire Engine Replacement	5,000	5,000	0	0	5,000		
6232	Radio Command Console (in Disp)	0	20,000	0	0	0		
6233	Port Security/HrbMstr Boat Resrv	12,870	5,000	0	0	2,500		
6234	Police Cruiser Replacement	10,000	10,000	0	0	10,000		
6246	Public Safety Bldg PD Renovations	50,000	0	0	0	5,000		
6258	Ferry Terminal Improvements	30,000	10,000	0	0	0		
6264	Breakwater Repairs	0	0	0	0	0		
6266	Town Pier & Fencing Reserve	12,894	12,894	0	0	12,894		
6269	Harbor Committee F.Term-to #6258	10,000	10,000	0	0	0		
6300	Benches, Lights, etc. -Parks	15,000	5,000	0	0	5,000		
5448	Museum in the Streets Reserve	1,900	1,900	0	0	1,900		
6302	Grant Park Reserve	5,000	1,000	0	0	5,000		
6318	Village Green Bandstand Resv.	1,467	1,467	0	0	5,000		
6334	Harborview Park Renovations	5,000	10,000	0	0	5,000		
6336	Downtown Signage Reserve	10,000	1,000	0	0	10,000		
6350	Restroom Renovations Reserve	15,000	5,000	0	0	15,000		
6426	Sidewalk Reconstruction	90,000	0	0	0	20,000		
6508	Downtown Signs Debt Service	21,350	21,350	21,000	21,000	21,000	0.0%	0.0%
6510	Barker Park Debt Service-'10	6,300	5,500	5,500	5,500	5,500	0.0%	0.0%
6510	Harborview Park Debt Service-'10	1,911	1,000	1,000	1,000	1,000	0.0%	0.0%
6510	Restroom Const. Debt Service-'10	25,800	24,000	24,000	24,000	24,000	0.0%	0.0%
6518	Ferry Terminal Debt Service	25,000	25,000	25,000	25,000	25,000	0.0%	0.0%
<b>Total Capital Expense Allocations</b>		<b>605,492</b>	<b>195,111</b>	<b>76,500</b>	<b>76,500</b>	<b>246,294</b>	<b>222.0%</b>	<b>222.0%</b>

Expended Encumbered Items

<b>Total Expenditures &amp; Other Uses</b>	1,071,835	304,267	224,063	224,063	<b>664,556</b>	196.6%	196.6%
<b>Cruise Ship Fund</b>							

## Cruise Ship Fund Details

New cruise ship port fees were implemented July 1, 2009. By law, these fees can be used only for facilities and services directly benefitting cruise ship passengers, although the general public can also use these facilities and some of the services. The Cruise Ship Fund was established as a component of the General Fund to better track these revenues and expenses, while assuring that fees unspent in one year are carried forward to the next year as fund balance within the Cruise Ship Fund. Expenditures from Fund Balance are approved via the annual Town Meeting budget process. All cruise ship fees and related revenues are recorded directly in the Cruise Ship Fund. However, cruise ship expenses are incurred for both capital and operating purposes and are incurred by numerous departments, making expense budgeting more complicated and difficult. In order to maintain budgetary control and accountability, cruise ship expenses are primarily recorded in the appropriate department and/or fund, and inter-fund transfers are made in amounts equal to the expense. However, direct cruise ship expenses are charged directly to the Cruise Ship fund (e.g. Dues, Wayfinding services, Island Explorer, travel, marina insurance & patrol boat expenses, etc.). Cruise Ship Fund is a component of the General Fund.

### Cruise Ship Visit History & Projections

#### Projections

FY22 -	This Fiscal Year				Ships			Passengers *			source
	Month	Anchored	Small Ships <200	Totals	Anchored	Small Ships	Totals	Anchored	Small Ships	Totals	
July-Nov-'21		0	0	0	0	0	0				< Actual
Apr-Jun-'22		25	5	30	44,154	500	44,654				Estimated
Cancels					(13,246)		(13,246)				30% cut
<b>Total</b>		<b>25</b>	<b>5</b>	<b>30</b>	<b>30,908</b>	<b>500</b>	<b>31,408</b>				< This Fiscal Year

FY23 -	Next Fiscal Year				Ships			Passengers *			source
	Month	Anchored	Small Ships <200	Totals	Anchored	Small Ships	Totals	Anchored	Small Ships	Totals	
July-Nov-'22		124	16	140	246,501	1,794	248,295				< Reservations
May-June-'23		16	0	16	17,446	0	17,446				< Reservations
Cancels					(73,950)	0	(73,950)				30% cut on July-Nov
					(6,978)	0	(6,978)				40% cut on April-Jun
<b>Total</b>		<b>140</b>	<b>16</b>	<b>156</b>	<b>183,018</b>	<b>1,794</b>	<b>191,791</b>				< Next Fiscal Year

\* Passengers are recorded at the vessel's "lower berth" capacity, not the actual number boarding.

\*\* Adjustment for No Shows (cancelled reservations) is made at historical averages. **Small Ships = <200 pass**

#### Historical Trends 10 Years

Fiscal Year	Ships			Fiscal Year	Passengers *			
	Large	Small	Totals		Anchored	Small S	Totals	
FY11	87	22	109	FY11	176,511	1,894	178,405	
FY12	79	21	100	FY12	142,060	1,845	143,905	-19.3%
FY13	110	21	131	FY13	138,926	1,800	140,726	-2.2%
FY14	107	18	125	FY14	165,806	1,541	167,347	18.9%
FY15	102	18	120	FY15	152,750	1,533	154,283	-7.8%
FY16	89	21	110	FY16	140,578	1,935	142,513	-7.6%
FY17	107	13	120	FY17	174,322	1,241	175,563	23.2%
FY18	134	14	148	FY18	210,909	1,400	212,309	20.9%
FY19	138	19	157	FY19	233,899	0	233,899	10.2%
FY20	107	20	127	FY20	207,046	0	207,046	-11.5%
FY21	0	4	4	FY21		400	400	

Cancelled Reservations			
	Reservations	Cancelled	Rate
	Large Ships	> 200 pass	
CY16	96	7	7%
CY17	126	10	8%
CY18	152	13	9%
CY19	160	14	9%
	Historical Four Year Average		8%

Cruise Ship (>200) Days -reservations	
Days with at least one ship anchored	
FY15	80
FY16	62
FY17	79
FY18	90
FY19	107
FY20	101

### Cruise Ship Fund Details

Cancelled Reservations			
	Reservations	Cancelled	Rate
<i>Small Ships</i>			
CY15	32	18	56%
CY16	40	14	35%
CY17	35	17	49%
CY19	31	8	26%
Historical Four Year Average			41%

### Cruise Ship Revenues

#### 4363 Passenger Service Fee

These fees are used to pay for such services as bus parking control by police officers, wayfinding services by the Chamber of Commerce, extra restroom cleaning on cruise ship days, cruise industry networking and business development, etc. COLA increases implemented @ 7/1/19; Use 3% @ 7/1/22, based on GF FY22 budget COLA  
All cruise ships which anchor in Federal Designated Anchorages will pay a per passenger fee of:

eff. 7/1/22  
\$2.61

		Number	Per Passenger	Rate	Total	Estimated This Year	Requested Next Year
<i>Per</i>							
<b>This Fiscal Year</b>							
FY22 - Ships Anchored Out		31,408		\$2.53		\$79,462	
<i>Per</i>							
<b>Next Fiscal Year</b>							
FY23 - Ships Anchored Out		191,791		\$2.61			\$500,574
						0	0
						0	0
<b>Total Cruise Ship Passenger Service Fee Revenue</b>						<b>\$79,462</b>	<b>\$500,574</b>

#### Passenger Service Expense

Total Direct Expenses						49,994	179,606
Total Operating Expense Allocations	(Amount Transferred to General Fund)					97,569	238,656
<b>Total Cruise Ship Passenger Service Expense</b>						<b>\$147,563</b>	<b>\$418,262</b>
<b>Fund Surplus or (Loss) from Service Operations</b>						<b>(\$68,101)</b>	<b>\$82,311</b>

#### 4364 Port Development Fee

These fees are used to pay for capital improvements and/or debt service for projects such as the renovation of Harborview Park, the Village Green Bandstand, the Newport Comfort Station, Grant Park, Agamont Park, creating accessibility improvements to our sidewalks as well as other infrastructure improvements.

All ships, large and small, will pay a per passenger fee of: \$2.15

		Passengers	Per Passenger	Rate	Total	Estimated This Year	Requested Next Year
<i>Estimated</i>							
<b>This Fiscal Year</b>							
FY22 - All Ships		31,408		\$2.15		\$67,527	
<i>Requested</i>							
<b>Next Fiscal Year</b>							
FY23 - All Ships		191,791		\$2.15			\$412,350
						0	0
						0	0
<b>Total Cruise Ship Port Development Fee Revenue</b>						<b>\$67,527</b>	<b>\$412,350</b>

#### Port Development Expense

Cruise Ship Capital Expense Allocations (Transferred to CIP Fund)						\$76,500	\$246,294
<b>Capital Fund Surplus or (Loss)</b>						<b>(\$8,973)</b>	<b>\$166,056</b>

#### Calculation of Anchored Ship (>200) Days:

(based on Oct. '21 reservations)

FY23	156	visits; less 2nd/3rd ships:	(38)	118	Anchored "Ship" Days
FY23	118	Tot Anch. Ship Days; less May-June	(13)	105	Fall Anchored Ship Days

## Cruise Ship Fund Details

### Direct Expenditures

The following expenses are billed directly to Cruise Ship Fund accounts and paid from Passenger Service Fees.

	<i>Budget</i>	<i>Requested</i>
	<i>This Year</i>	<i>Next Year</i>
<b>5334 Environmental Monitoring</b>		
<b>FRENCHMAN BAY WATER QUALITY TESTING</b>		
In order to track any pollution in the bay, reduce the likelihood of contamination and to assure the public that clean water remains a focus, water testing of the bay area will be done every other year to check for the level of quality to add to the data gathered over the years. From previous testing, most of the measured pollution has been traced to stream runoff after storm events.		
Perform Testing every two years	2,000	9,000
<b>Total Marine Environmental Monitoring</b>	<b>\$2,000</b>	<b>\$9,000</b>

### **5358 Visitor Wayfinding Services**

The 2007 Cruise Ship Study highlighted the difficulty that cruise ship passengers have finding their way around our community and recommended that the Town improve signage, increase the visibility of our downtown Visitor Center and provide roving Information Specialists to answer visitor questions and encourage a return visit. Since 2009, the Town has partnered with the Bar Harbor Chamber of Commerce, which now rents downtown office space, hires and trains staff and oversees the entire operation. In return, the Town shares the cost of these services.

FY14 - The Cruise Ship Committee requested additional funding to offset the cost of providing visitor information staff aboard the cruise ship during their visits. The Chamber provided staff to over a dozen requests by the cruise ship industry that year and predicted that such requests would increase significantly in the future.

FY15 - The Chamber agreed to accept ownership of the visitor information kiosk.

	<i>Prior Year</i>	<i>Town Share</i>	<i>FY23 COLA</i>
	<i>50%</i>	<i>w/COLA</i>	<i>0.0%</i>
<b>FY19 Wayfinding Budget</b>			
Downtown Visitor Center - Rent & Maintenance	23,629	23,629	
- Elec./Phone/Internet/Supplies/Cleaning			
Visitor Information Staff:			
Downtown Visitor Center Staff (most cruise ship days)	11,236	11,236	
Extra Staff on 3 Ship Days or Over 4,000 passengers	2,247	2,247	
Waterfront Information Booth	11,236	11,236	
Downtown Bus Drop-off Staff (most cruise ship days)	8,427	8,427	
Extra Staff on 3 Ship Days or Over 4,000 passengers	1,685	1,685	<i>Requested</i>
On-board Ships	1,405	1,405	<i>Next Year</i>
<b>Total Wayfinding Expenses</b>	<b>59,866</b>	<b>59,865</b>	<b>59,865</b>
Waterfront Information Booth - Moving & Maintenance	1,000	1,000	1,000
<b>Total Visitor Wayfinding Services (Town Share)</b>			<b>\$60,865</b>
Due to lower volume expected, reduce to:			<b>\$ 42,600</b>

	<i>Requested</i>	<i>Requested</i>
	<i>This Year</i>	<i>Next Year</i>
<b>5360 Industry Relations</b>		
PROMOTIONAL MATERIALS	0	500
HOSTING CRUISE SHIP AGENTS AND INDUSTRY REPRESENTATIVES	0	0
SPONSORSHIP OF CRUISE EVENTS AND CONFERENCES	0	500
<b>Total Industry Relations</b>	<b>\$1,000</b>	<b>\$1,000</b>

	<i>Requested</i>	<i>Requested</i>
	<i>This Year</i>	<i>Next Year</i>
<b>5448 Miscellaneous Supplies/Exps</b>		
Includes all cones, barriers, recycle bins, signs, unexpected purchases directly chargeable to CrShips	4,000	1,000

### **5808 Cruise Maine Dues**

CRUISEMAINE - Maine Office of Tourism (dues payable to Treasurer State of Maine) (when passenger count exceeds 100,000)	\$	-
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# Cruise Ship Fund Details

## Allocated Expenses: Operating

The following expenses are charged to General Fund accounts, but are shown as allocated to the Cruise Ship Fund in recognition of those expenses incurred for cruise ship related services. An equal amount of revenues from Passenger Service Fees are then transferred to the General Fund in payment for services rendered.

### 4816 Administrative Services

The purpose of this account is to compensate the General Fund for the expense of budgets, bookkeeping, billing, accounting and otherwise administering the cruise ship visits, activities and fees. This is the same method used for the Water Fund and Sewer Fund. See Chart in the General Fund budget for further explanation and background.					Requested
					Next Year
<b>Cruise Ship Fund's Share of Normal Finance Department Expenses</b> (See Admin Chart) (based on FY21/22 bud)					3,195
Free Wi-Fi in the Parks Lic & cap costs					1,000
Paper & Supplies					300
<b>Cruise Ship Fund's Share of Management Expenses</b>					Total
		Days	Salary		
		Per Year	Per Day		
Technical Systems Admin. (WiFi in Parks) -allocation	FY22-Bud	2	\$340.00		680
Finance Director -Budgets	FY22-Bud	6	\$368.00		2,208
Planner: Prep, Attend, Minutes	FY22-Bud	3	\$340.00		1,020
Town Manager (Budget, Meetings, Etc.)	FY22-Bud	7	\$465.00		3,255
<b>Total Wages and Salaries</b>					7,163
Benefits					Rate
					40.0%
Cruise Ship Fund's Share of Management Expenses					10,028
<b>Total - Administrative Services</b>					<b>\$14,523</b>
0.70 Cut by 30% due to cut in passenger count est. cancels					\$ 10,166

### 4845 Port Security Services

Police Department	Hours/Ship Day	Times per Year	Hours/Meeting	Hours/Days Year	Current Hourly Rate	Annual Total
<b>Portion of Police Chief's salary/benefits dedicated to cruise operations</b>						
Police Chief Attending meetings			3	9	\$75.00	675
Chief- Cruise Operations Supervision @ 1 hour/visit	1	(CS days)	0.5	118	\$75.00	4,425
<b>Portion of Police Officer's wages dedicated to cruise operations</b>						
Capt. Supervision/Scheduling @ 1 hour/visit	1	(CS days)	0.5	118	\$37.11	2,189
Security Details: 1 officer @ 9 hours/visit	9	41	CrShip days	372	\$41.37	15,377
2 officers - crossing guards	18	56	2 ship days	1,008	\$27.58	27,801
3 officers - crossing guards	27	30	2/3 ship days	813	\$27.58	22,414
Security Boat Patrol: 2 officers *2 hrs.* ships/2 OT	4	24	2 ship days	96	\$41.37	3,972
Backfill 2 Sec.Boat officers for 1 week of Training	1		OT Sft	7	\$360.00	2,520
P.T. Patrol Officers Field Training (2) -(prior to patrol assignment)		1	320	320	\$25.00	8,000
<b>Total Salaries &amp; Wages</b>						87,373
<b>Benefits</b>						40.0%
1045 5410 PD Uniforms for 1 Part Time Officers						700
1045 5704 PD Equipment for 1 Part Time Officers						2,350
<b>Fire/Emergency Management / EMS:</b>						
1042 5110 Paramedic and EMT-Pier Waiting Time 11 hrs x 2 x \$25						550
Related ambulance equipment time 11 hrs @ \$50						550
Supplies, Training & Travel						930
<b>Total - Port Security Services</b>						<b>\$125,362</b>
0.700 cut by 30.0% - to reflect 30% cut in passenger count est cancels						\$ 87,754
Net Transfer to General Fund:						87,754

**Cruise Ship Fund Details**

**Allocated Expenses (Cont'd)**

					<i>Requested</i>	
<b>4853 Harbor Management Services</b>					<i>Next Year</i>	
118 Cruise Ship Days Next Year -						
<i>Details</i>					<i>Hourly</i>	<i>Annual</i>
					<i>Rate</i>	<i>Total</i>
<b>Wages - 1053-5105 Portion of Harbor Master's time dedicated to cruise ships</b>						
Cruise ship scheduling and related administration		Harbormaster	30% Total ho	2080	\$37.70	23,525
Cruise ship scheduling and related administration		Admin Harbormaster	0	0	\$0.00	0
						0
						0
						0
						0
						0
<b>Total Harbor Master's time dedicated to cruise ships</b>						\$23,525
<b>Benefits</b> Town's Overall Benefits Rate					40.0%	9,410
<b>Port Security Building Operating Expenses (dedicated Hmaster/Customs use)</b>						
FY22Bud	1053 5602 & 5618	Building & Eqpt repairs		1,900		
	1053 5504	Electricity		12,000		
	1053 5528	Telephone & Cellular		3,400		
	1053 5530	Water & Sewer		3,500		
<b>Total Port Security Building Operating Expenses</b>						20,800
<b>Share Allocated to Cruise Ships (Same as HM time)</b>						30.0%
<b>Cost Allocated to Cruise Ships</b>						6,240
<b>Total - Harbor Management Services</b>						\$39,175
						\$39,175

<b>4870 Comfort Station Services</b>					<i>Next Year</i>	
<b>Newport Drive and Pier Comfort Stations</b>					<i>Total contract</i>	
1070-5310	<b>Cleaning:</b>	<i>Two cleanings per day are added on large cruise ship days at 3 locations</i>			\$	60,924
	2 cleanings	3 comfort stations	@ \$30 each	180	118 days	\$ 21,240
1070-5408	Cleaning Supplies	20% of annual exp				2,600
	Utilities (1 Sum. Qtr):	Electric-2 accts	6 bills			858
	(FY22 act)	Sewer	2 bills			3,260
		Water	2 bills			3,279
<b>Total - Comfort Station Services</b>					\$45,885	\$31,237
0.70 cut by 30% - due to reduced passenger count estimates						\$ 21,866
						\$21,866

<b>4877 Public Works Services</b>					<i>Next Year</i>		
<i>Details</i>		<i>Workers</i>	<i>Hours/ Ship Day</i>	<i>Average O.T. Rate Next Yr.</i>	<i>Cost/ Ship Day</i>	<i>Ship Days July-Oct Only Next Year</i>	<i>Annual Total</i>
Superintendent - scheduling			20	\$37.38			748
Sweeping Equipment Operator		1	2	\$35.12	\$70.24	105	7,375
Sweeper			2	\$142.00	\$284.00	105	29,820
Sidewalk Washing-Labor		2	2	\$35.12	\$140.48	105	14,750
Water Truck			2	\$98.00	\$196.00	105	20,580
<b>Trash Pick Up -</b>		1	2	\$35.12	\$70.24	118	8,288
Truck		1	2	\$80.38	\$160.76	118	18,970
1077-5454 Trash liners (10% of annual cost)							855
<b>Subtotal - wages and added benefits @</b>					40%	31,162	12,465
<b>Total - Public Works Services</b>							\$113,851
30% cut due to reduced in passenger count; Net 70% transfer to GenFund							\$79,696