

Marine & Environmental Affairs Enterprise Funds



Marinas



Sandy Neck Beach Park

Purpose Statement

The purpose of the Marine & Environmental Enterprise Funds is to maintain programmatic oversight of the Town's waterways and waterside marine facilities and Sandy Neck Park, in order to provide quality recreational, commercial, and informational opportunities to our citizens, visitors and business community.

Marina Enterprise Fund

Purpose Statement

The purpose of the Marina Enterprise Fund is to provide services in a manner that is fair and uniform to all users, as well as to protect the safety of people and vessels that use our waterways and waterside facilities.

Recent Accomplishments

- Completed Gateway Marina Dredge project. Added four (4) slip lease contracts from marina waitlist and two (2) transient slips. Prior to dredging project these slips were unusable due to shoaling.
- Completed The Marina at Prince Cove bulkhead project. Installed new steel bulkhead to maintain stability and extend the service life of the marina. The project also includes new lighting, new electrical power, and a new steel backed timber guard rail. A new stone parking lot was also part of the project.
- Continued the "FLUPSY" (floating upweller system) program at The Marina at Prince Cove in conjunction with Natural Resources. A new Northside "FLUPSY" will be installed at Barnstable Harbor Marina in the coming year.
- Worked with Town of Barnstable Planning & Development Department and Hyannis Civic Association on the Winter Harbor Lighting at Bismore Park Marina and Hyannis Inner Harbor.
- Continued dock hardware improvements at all Town Marinas. Continued to repair all dock and piers as needed. Four new piles installed at The Marina at Prince Cove.

Town Operated Marinas

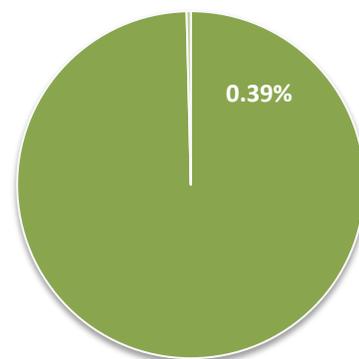
Barnstable Harbor Marina

Bismore Park Marina Hyannis

Gateway Marina Hyannis

Marina at Prince Cove Marstons Mills

Percentage of FY19 All Appropriated Funds



Marine Enterprise Fund comprises 0.39% of all appropriated funds.

Fiscal Year 2019 Goals and Objectives

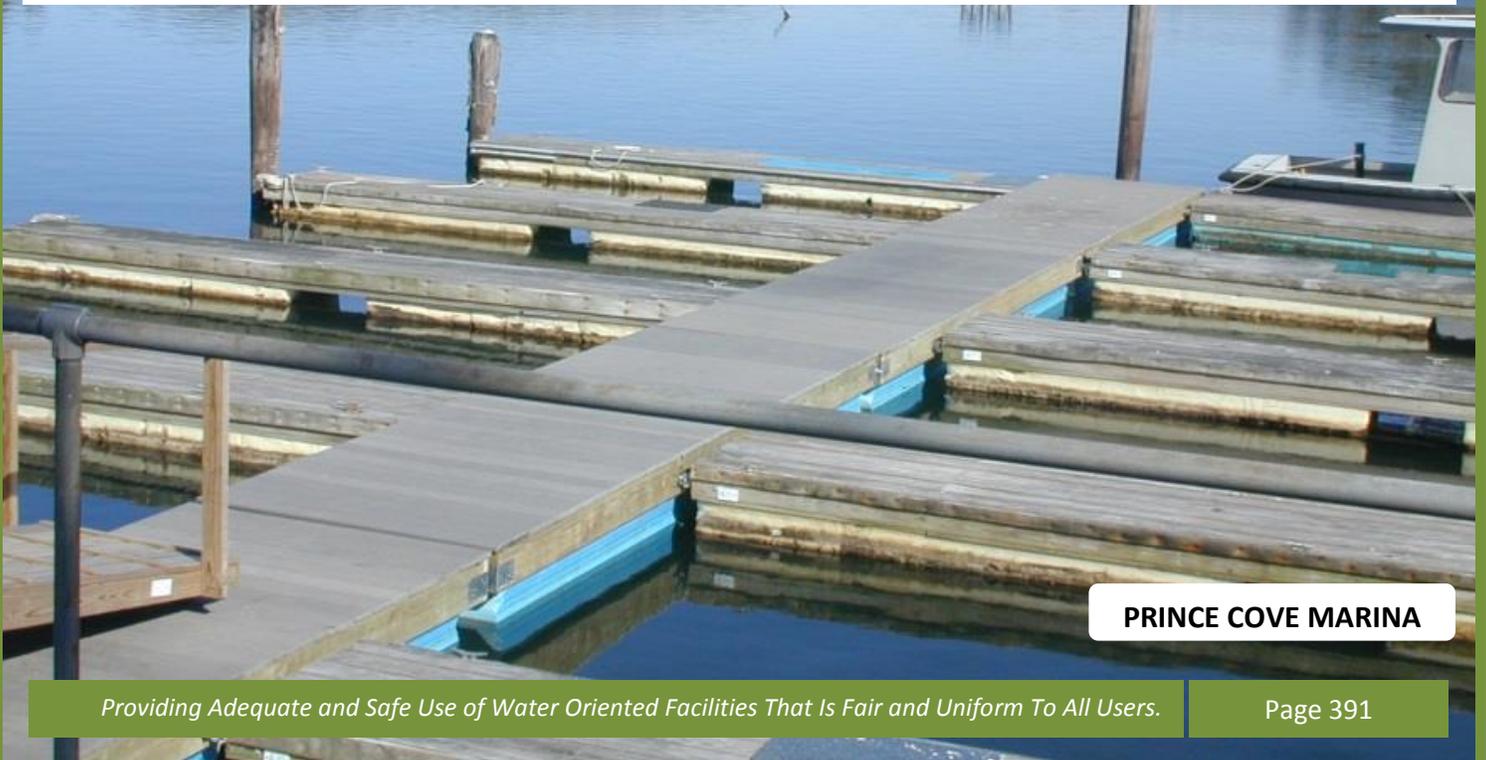
(All Goals relate to the nine areas of the Town Council's Quality of Life Strategic Plan- See Introduction Section)

Short-Term:

1. Acquire Chapter 91 license for The Marina at Prince Cove. **(SP: Regulatory Process, Infrastructure)**
2. Continue to fill vacancies from established waitlists of all Town-owned marinas. **(SP: Regulatory Process and Performance, Economic Development, Communication)**
3. Continue with float replacement program and float improvements at all Town owned marinas. **(SP: Infrastructure, Economic Development)**
4. Continue to implement bulkhead repair and upgrades survey to the Bismore Park Bulkhead. **(SP: Infrastructure)**
5. Research the need for additional security at all marina facilities. **(SP: Infrastructure, Economic Development)**

Long-Term:

1. Replace the Bismore Park Marina Bulkhead. **(SP: Public Health and Safety, Communication, Economic Development)**
2. Survey the west side of Barnstable Harbor Marina riprap stone for repair. **(SP: Public Health and Safety, Economic Development)**
3. Continue with float plan upgrades to all four Town owned marinas. **(SP: Public Health and Safety, Communication, Economic Development)**
4. Explore the feasibility for the potential of a new building / facilities at the Marina at Prince Cove. **(SP: Public Health and Safety, Infrastructure, Economic Development)**



PRINCE COVE MARINA

Description of Marina Enterprise Fund Services Provided

The Marina Enterprise Fund encompasses the four Town owned marina facilities: Barnstable Harbor Marina, Bismore Park Marina, Gateway Marina, and The Marina at Prince Cove. With a total of 188 boat slips available, the program generates an annual income of more than \$787,250.00.

The Marina Enterprise Fund was established as part of the FY 2006 budget. With extensive study by the Comprehensive Financial Advisory Committee (CFAC) and the Waterways Committee as directed by the Town Council, the Marina Enterprise Fund requires that all marina related expenses are recovered by the revenues of the users of the marinas and that no funds are required from the general fund. As the fund grows, future upgrades to all the marinas will be possible.

The Marina Enterprise Fund was established to:

- Maintain order on the Marina grounds;
- Monitors slip and marina use;
- Oversee, review, and promulgation of regulations (subject to approval of the Town Manager);
- Enforcement of marina regulations;
- Review of applications received for contract compliance;
- Mailing of renewal applications;
- Award slip agreements (renewal and new);
- Collect seasonal, transient, and winter dockage fees;
- Records and maintains all pertinent data;
- Provides payovers to the Rockland Trust of all fees collected;
- Maintain lengthy waiting lists, collects associated fees, and awards slips from the lists;
- Mailing of reminder notices to wait list applicants of deadlines to renew;
- Prepare for and responsible for payment of supplies and utilities- including trash removal, lighting, electrical service, restroom supplies, vending, etc.;
- Work with DPW on maintenance projects at the Marinas;
- Conduct daily cleaning of toilet facilities at Bismore Park Marina and The Marina at Prince Cove;
- Collect fees for use of offloading area (Bismore Park) and transient use;
- Collect fees for parking at The Marina at Prince Cove;
- Cleanup of Marina grounds;
- Provide pumpout service at Barnstable Harbor Marina, Bismore Park Marina, and the Marina at Prince Cove; and
- Cover all expenses with revenues generated by the fees assessed to the users of the marina facilities.

Harbormaster staff at the marinas are also called upon, at times, to board vessels, provide an enforcement presence and/or to respond to emergencies.

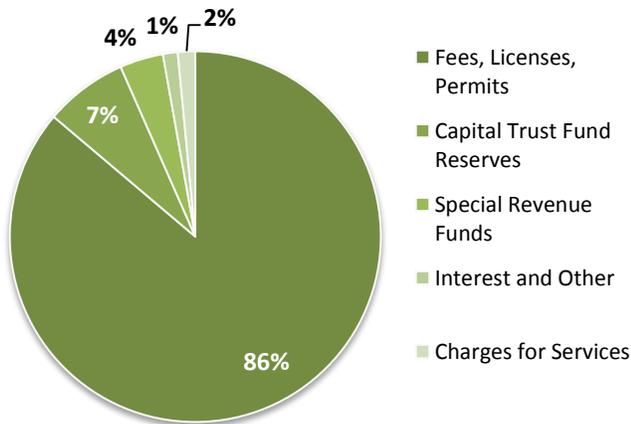
Additional revenue for the Town is generated through the boat excise tax information which is gathered through slip agreements.

Marina Enterprise Fund Financial Summary

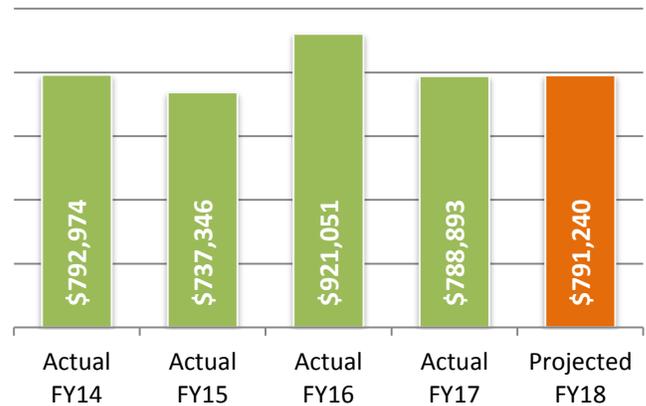
Factors Affecting Revenues

The rates are set in accordance with the necessary revenue required to run the marina operations including all capital improvements. The possibility of expanding the number of slips would allow for additional revenue sources in this area. The marinas have a waiting list for slip space, so vacancy rates are not a significant factor in calculating revenues. Revenues are projected to increase slightly each year through a combination of activity levels and rate adjustments.

FY19 Source of Funding



Marina Enterprise Fund Source of Funding History



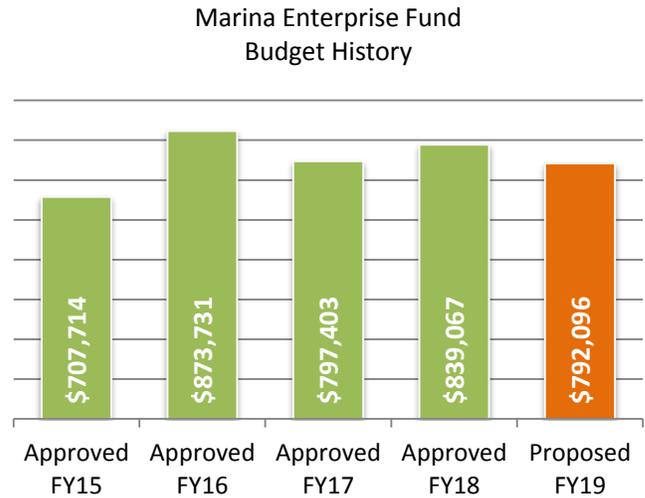
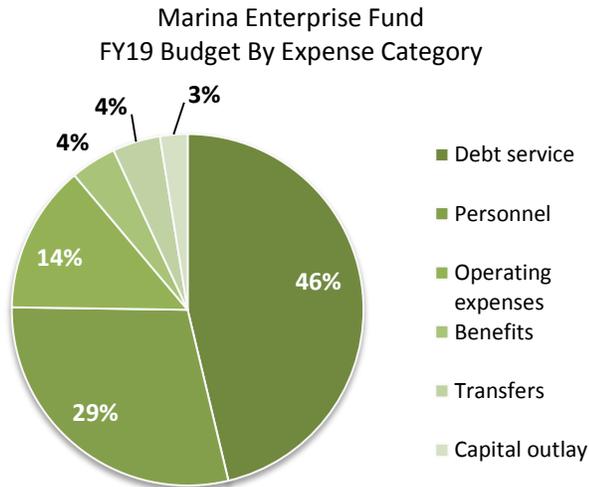
Fees, Licenses, Permits account for 86% of all Marina Enterprise Fund revenues. This includes both transient docking fees and annual slip holders. The Capital Trust Fund provides the second largest source of revenue at 7% for debt service payments associated with the Barnstable Marina Bulkhead project in 2011. A portion of this project was paid for with the Capital Trust Fund. The spike in revenue for FY16 was a bond premium earned on the FY16 bond sale.



BISMORE PARK MARINA

Factors Affecting Expenses

The purchase of the Prince Cove Marina in FY03 was financed with the issuance of a new loan. The new revenue sources derived from taking over the operations of the marina covers the annual loan payments for the acquisition. Additionally, a loan of \$1,250,000 was issued to replace the Barnstable Harbor Bulkhead. The General Fund will repay \$725,000 of the loan and the Marina Enterprise Fund will repay the remaining \$525,000. The FY16 and FY17 capital programs authorized another \$1.5 million in dredging and bulkhead improvement projects. The annual debt payments for this operation have increased significantly as a result.



The FY19 proposed budget shows that debt service represents the largest expense category within the Marina operations at 46%, which is due to debt payments for the most recent capital projects such as Gateway dredging, and Prince Cove and Hyannis bulkhead repairs. Personnel and benefits is the second largest category at 29%. The Marina Enterprise Fund budget has increased from \$707,714 in FY15 to \$792,096 FY19 over the five-year period, or 2.38% annually. The spike in FY16 was due to the reimbursements to the General Fund of \$170,000 for the cost of reinstalling the piles in Barnstable Harbor that were damaged in the FY15 winter season.



BARNSTABLE HARBOR

FISCAL YEAR 2019 BUDGET

MARINA

ENTERPRISE FUNDS

Marina Enterprise Fund	Actual	Approved	Projected	Proposed	Change	Percent
Source of Funding	FY 2017	FY 2018	FY 2018	FY 2019	FY18 - 19	Change
Fees, Licenses, Permits	\$ 654,535	\$ 686,500	\$ 658,877	\$ 682,665	\$ (3,835)	-0.56%
Charges for Services	15,453	12,000	18,372	12,000	-	0.00%
Interest and Other	28,874	23,200	25,160	10,200	(13,000)	-56.03%
Special Revenue Funds	30,000	30,000	30,000	30,000	-	0.00%
Capital Trust Fund Reserves	60,031	58,831	58,831	57,231	(1,600)	-2.72%
Total Operating Source of Funding	\$ 788,893	\$ 810,531	\$ 791,240	\$ 792,096	\$ (18,435)	-2.27%
Borrowing Authorizations	\$ 500,000	\$ -	\$ -	\$ -	\$ -	0.00%
Total Capital Source of Funding	\$ 500,000	\$ -	\$ -	\$ -	\$ -	0.00%
Total Source of Funding	\$ 1,288,893	\$ 810,531	\$ 791,240	\$ 792,096	\$ (18,435)	-2.27%
Expense Category						
Personnel	\$ 240,108	\$ 258,311	\$ 240,804	\$ 229,300	\$ (29,011)	-11.23%
Benefits	11,224	38,692	38,243	33,423	(5,269)	-13.62%
Operating Expenses	92,233	108,116	130,897	108,048	(68)	-0.06%
Capital Outlay	12,956	20,000	4,806	20,000	-	0.00%
Debt Service	356,334	378,234	388,405	366,539	(11,695)	-3.09%
Transfers Out	61,044	35,714	35,714	34,786	(928)	-2.60%
Subtotal Operating Budget	\$ 773,899	\$ 839,067	\$ 838,869	\$ 792,096	\$ (46,971)	-5.60%
Capital Improvement Program	\$ 957,552	\$ -	\$ -	\$ -	\$ -	0.00%
Total Capital Expenses	\$ 957,552	\$ -	\$ -	\$ -	\$ -	0.00%
Total Expenses	\$ 1,731,451	\$ 839,067	\$ 838,869	\$ 792,096	\$ (46,971)	-5.60%
Excess (Deficiency) cash basis	\$ (442,558)	\$ (28,536)	\$ (47,629)	\$ -	\$ 28,536	
Adjustment to accrual basis	512,509	-	-	-		
Beginning Net Assets per CAFR	4,015,131	4,085,082	4,085,082	4,037,453		
Ending Net Assets per CAFR	4,085,082	<u>\$ 4,056,546</u>	<u>\$ 4,037,453</u>	<u>\$ 4,037,453</u>		
Invested in capital assets, net of related debt (1)	(3,823,329)					
Reserved for encumbrances (2)	(5,615)					
Reserved for continuing appropriations (3)	(218,750)					
Reserved for subsequent year's budget (4)	(28,536)					
Other post employment benefits obligation (5)	135,481					
Compensated absences (5)	9,034					
Net pension liability (5)	723,266					
Deferred revenue (6)	-					
Deferred outflow of resources (7)	(67,171)					
Net assets available for appropriation (free cash) (8)	\$ 809,462					

- (1) These are non-cash assets which cannot be appropriated for expenditure. They would need to be converted to cash through sale or collection (accounts receivable) in order to become cash available for appropriation.
- (2) This amount represents a reservation of funds to cover obligations arising from purchase orders or contracts that is chargeable to, but not yet paid
- (3) This represents the portion of the enterprise fund's cash in the town's treasury that has been appropriated for a specific capital expenditure which
- (4) This amount represents the net assets appropriated for the subsequent fiscal year's operating budget.
- (5) These amounts represent liabilities that will be provided from future resources and not the net assets at the close of the fiscal year.
- (6) This represents revenue accrued for financial statement reporting purpose but deferred for the calculation of surplus.
- (7) This amount represents the deferred recognition of an outflow of resources related to future fiscal years.
- (8) Amount certified by the Division of Local Services.

Summary of Significant Budget Changes

The Marina Enterprise Fund FY19 proposed budget is decreasing by (\$46,971) or (5.60%) over FY18 budget. Personnel and benefits costs are decreasing by (\$34,280). These costs include contractual obligations, and due to the reorganization, a portion of salary and benefits has been allocated to the General Fund. Debt services and indirect support to the General Fund will also decrease. Capital outlay costs of \$20,000 will remain level funded to support the annual dock repairs program.

Additional Funding Recommended

1. Dock Replacement and Maintenance

\$20,000 Requested
\$20,000 Recommended

Continuation of capital funds for the replacement/maintenance of marina floats, hardware, and gangways. Due to age, outdoor elements and use, the docks/floats and gangways can become a safety hazard for the public. Ongoing replacement and maintenance is mandatory for use of the marina facility in a safe manner.

Full-time Equivalent Employees

Job Title	FY 2017	FY 2018	FY 2019	Change
Administrative Assistant	0.20	0.20	0.20	-
Community Services Director	0.10	0.10	-	(0.10)
Director Marine & Environmental Affairs	0.15	0.15	0.15	-
Marina Manager/Asst. Harbor Master	1.00	1.00	0.75	(0.25)
Principal Dept/Div Assistant	0.20	0.20	0.20	-
Full-time Equivalent Employees	1.65	1.65	1.30	(0.35)

Performance Measures/Workload Indicators

	FY 2017 Actual	FY 2018 Estimated	FY 2019 Projected
Transient Dockage Fees Collected	\$163,682	\$150,000	\$151,000

Sandy Neck Enterprise Fund

Purpose Statement

The objective of the Sandy Neck Beach Park is to provide access and recreational opportunities to our Town’s citizens and visitors while protecting the natural, cultural and historic resources on Sandy Neck so that a long-term, sustainable balance between use and conservation of these resources is achieved.

4,700 Acres of Dunes

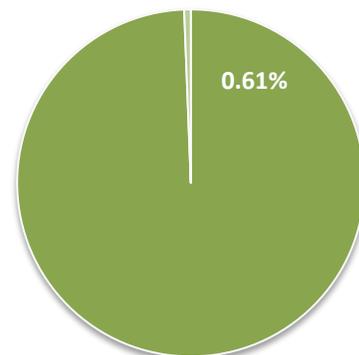
Maritime Forests and Marshes

Recreational Opportunities

Recent Accomplishments

- In the spring of 2017, implemented the Sandy Neck Beach Park Habitat Conservation Plan (HCP). This plan/permit allows for new management strategies to improve off road vehicle (ORV) beach access while still protecting nesting shorebirds.
- Explored new strategies for beach patron safety to address the increase in off road vehicle beach use.
- Constructed an Adirondack style lean-to at “Blues Point” for recreational groups such as the Boys and Girls Scouts.

Percentage of FY19 All Appropriated Funds



Sandy Neck Enterprise Fund comprises 0.61% of all appropriated funds.

Fiscal Year 2019 Goals and Objectives

(All Goals relate to the nine areas of the Town Council's Quality of Life Strategic Plan- See Introduction Section)

Short-Term:

1. Install a RFID (Radio Frequency Identification) digital log-in system for off road vehicles by the summer of 2019. **(Strategic Plan: Public Health and Safety, Regulatory Process and Performance)**
2. Explore the use of a Sandy Neck app that will allow for real-time updates on beach status such as closures, tides and weather concerns. **(Strategic Plan: Public Health and Safety, Regulatory Process and Performance)**
3. Update the Sandy Neck Beach Park Regulations. **(Strategic Plan: Public Health and Safety, Regulatory Process and Performance)**

Long-Term:

1. Implement coastal resiliency strategies to the bathhouse/parking area thereby protecting Sandy Neck Infrastructure. **(Strategic Plan: Environment and Natural Resources, Infrastructure, Recreation)**
2. Construct a Coastal Interpretive Center that will provide the public, as well as school groups, with interactive educational materials about Sandy Neck; its cultural history, ecology and geology. **(Strategic Plan: Infrastructure, Education, Environment and Natural Resources, Recreation)**



SANDY NECK COTTAGES

Description of Sandy Neck Enterprise Fund Services Provided

The Sandy Neck Program is responsible for the protection and enhancement of Sandy Neck Beach Park. Some of the specific services are listed in the Programs Description.

The purpose of the Sandy Neck Program is to provide recreational opportunities and access to our Town's citizens and visitors while protecting the natural, cultural, and historic resources on Sandy Neck so that a long term, sustainable balance between use and conservation of these resources is achieved.

The Sandy Neck Program is responsible for the protection and enhancement of Sandy Neck Beach Park. Some of the specific services include:

Gatehouse Operations: (the hub of all beach activities):

- Processing vehicles, collecting fees, database and record keeping, scheduling cottage owner escorts and issuing trail passes;
- Permit sales (off road vehicle [ORV]), horseback riding, camping and campfire);
- Providing the public with beach information and written materials (maps, regulations, policies, tide charts, etc.);
- Issuing Special Permits for large events such as weddings, charitable functions and organized campfire gatherings;
- Merchandise sales (clothing, firewood and Sandy Neck memorabilia); and
- Liaison for all communication including emergencies.

Natural Resource Management and Enhancement:

- Monitoring/GPS/recording of piping plover, least tern and diamond back terrapin nests;
- Erecting exclosures and fencing around protected species nesting habitat;
- Mandatory data collection and reporting of endangered species populations to state agencies;
- Injured wildlife rescue, including marine mammals and cold stunned sea turtles;
- Invasive plant species removal;
- GIS mapping work to catalog resources and restoration efforts; and
- Overseeing Sandy Neck hunting activities.

Off Road Beach Operations:

- Educating ORV beach patrons regarding expectations for safety and natural resource protection;
- Patrolling the ORV beach to ensure regulatory compliance (curfew, campfires, speed, tire pressure requirements, etc.);
- Cottage owner escorts, Beach Point patrols, tent camping program and shellfishing compliance;
- Traffic control on the ORV Beach, Access Trail and the air down station; and
- Managing beach parking.

Enforcement and Emergency Response:

- Issuing verbal and written warnings, non-criminal citations, and permit suspensions;
- Court hearings and resulting appeals; and
- First responder duties for Sandy Neck medical emergencies over a wide variety of incidents.

Educational Program:

- Professionally lead informative nature hikes;
- Junior Ranger Programs;
- Diamondback terrapin headstart and outreach programs;
- Halfway House environmental and educational events;
- Nature trails with educational kiosks;
- Tick prevention and erosion control information throughout the park; and
- Informational Blog.

Management Responsibilities:

- Ensuring regulatory compliance with Town, State and Federal agencies;
- Applying for grants/permitting for special projects;
- Attending monthly Sandy Neck Board Meetings;
- Coordinating hiring, training and scheduling of seasonal staff;
- Regulation and policy updates;
- Public outreach and presentations; and
- Coordinating volunteers.

Grounds and Facilities:

- Installation and maintenance of 6+ miles of fencing;
- Beach portable restroom program;
- Facility maintenance (Gatehouse, Bathhouse, Halfway House, air compressor building);
- Trash/debris removal (including Sandy Neck Road); and
- Marsh Trail maintenance.

**SANDY NECK BEACH HOUSE**

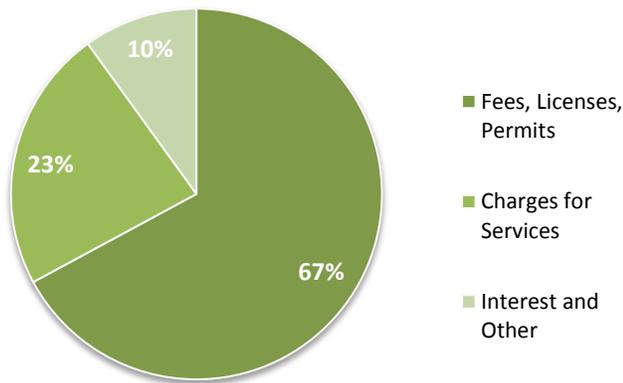
Sandy Neck Enterprise Fund Financial Summary

Sandy Neck, a coastal barrier beach, is approximately six miles long, varying in width from 200 yards to one half mile. The Town of Barnstable owns this unique conservation and recreation area. The Sandy Neck Park Enterprise Fund was created in FY 2006. The activities included in this operation are visitors to Bodfish Park (recreational beach area) and off-road vehicle (ORV) access to the outer portions of the beach. Town staff provides daily management of the park.

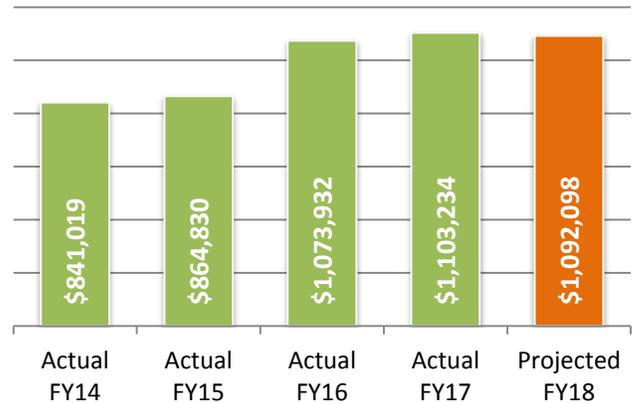
Factors Affecting Revenues

Major sources of revenue for this operation include beach sticker sales, parking revenue, and off-road vehicle sticker sales. Weather can play a major role in the revenue generated at this park as approximately 20 to 25 percent of revenue is derived from daily parking fees. Other factors that can affect revenue are nesting endangered shorebirds and turtles. These can affect activity levels at this park and staff has been working on a plan with state officials to mitigate the impacts while protecting the species.

FY19 Source of Funding



Sandy Neck Enterprise Fund Source of Funding History

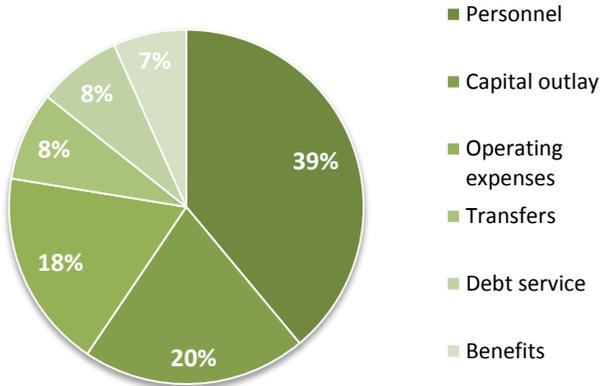


Fees, Licenses, Permits represent the largest funding source at 67% and include off-road vehicle (ORV) sticker fees, which provide the largest contribution to this revenue category. The second largest category is Charges for Services at 23% and includes beach stickers and parking lot fees.

Factors Affecting Expenses

Salaries and benefits are projected to increase 2 percent to 10 percent per year. Operating expenses are projected to increase approximately 1 percent per year. Operating expense include the loan payment of approximately \$95,000 per year for the construction of the bathhouse which opened in May 2011.

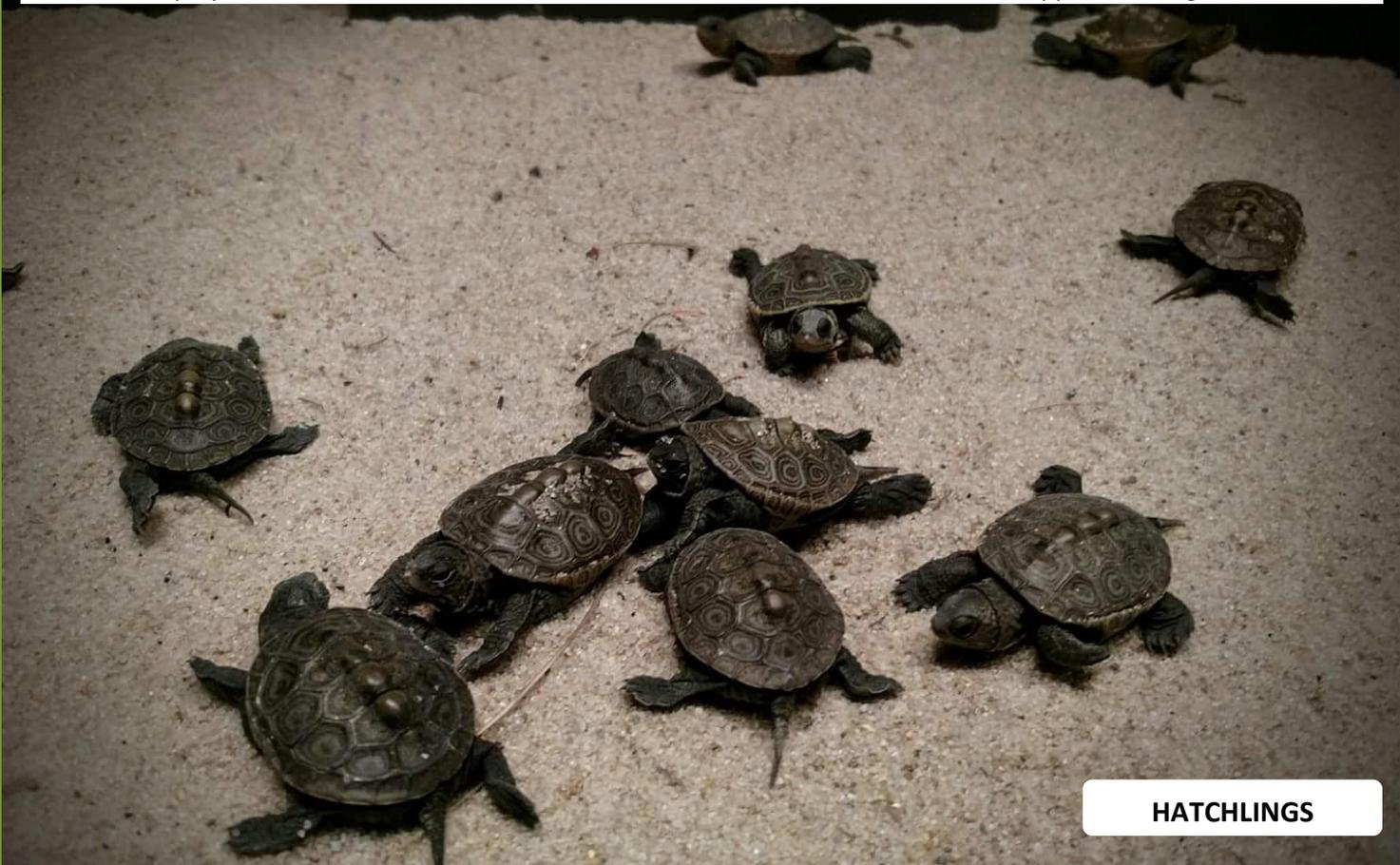
Sandy Neck Enterprise Fund
FY19 Budget By Expense Category



Sandy Neck Enterprise Fund
Budget History



Personnel and benefits expenses comprise 47% of all expenditures. The Sandy Neck Park operating budget has increased from \$896,977 in FY15, to \$1.240 million FY19 over the five-year period, or 7.67% annually. Most of the increases are attributable to increases in both permanent staff and seasonal staff. The minimum wage increase for seasonal employees has accounted for 23% of the total cost increase from FY15 to FY17 approved budgets.



HATCHLINGS

FISCAL YEAR 2019 BUDGET

SANDY NECK

ENTERPRISE FUNDS

Sandy Neck Enterprise Fund	Actual	Approved	Projected	Proposed	Change	Percent
Source of Funding	FY 2017	FY 2018	FY 2018	FY 2019	FY18 - 19	Change
Fees, Licenses, Permits	\$ 728,512	\$ 634,846	\$ 728,441	\$ 715,000	\$ 80,154	12.63%
Charges for Services	263,757	238,616	251,287	244,249	5,633	2.36%
Interest and Other	110,965	95,000	112,370	106,000	11,000	11.58%
Total Operating Source of Funding	\$ 1,103,234	\$ 968,462	\$ 1,092,098	\$ 1,065,249	\$ 96,787	9.99%
Total Source of Funding	\$ 1,103,234	\$ 968,462	\$ 1,092,098	\$ 1,065,249	\$ 96,787	9.99%
Expense Category						
Personnel	\$ 454,805	\$ 497,828	\$ 494,727	\$ 483,550	\$ (14,278)	-2.87%
Benefits	37,047	93,715	89,501	82,765	(10,950)	-11.68%
Operating Expenses	156,198	200,312	210,626	225,046	24,734	12.35%
Capital Outlay	39,401	93,500	62,289	254,000	160,500	171.66%
Debt Service	93,831	92,181	92,181	94,981	2,800	3.04%
Transfers Out	86,520	40,926	40,926	100,647	59,721	145.92%
Subtotal Operating Budget	\$ 867,802	\$ 1,018,462	\$ 990,250	\$ 1,240,989	\$ 222,527	21.85%
Capital Improvement Program	\$ 59,019	\$ -	\$ -	\$ -	\$ -	0.00%
Total Capital Expenses	\$ 59,019	\$ -	\$ -	\$ -	\$ -	0.00%
Total Expenses	\$ 926,821	\$ 1,018,462	\$ 990,250	\$ 1,240,989	\$ 222,527	21.85%
Excess (Deficiency) cash basis	\$ 176,413	\$ (50,000)	\$ 101,848	\$ (175,740)	\$ (125,740)	
Adjustment to accrual basis	(209,485)	-	-	-		
Beginning Net Assets per CAFR	64,597	31,525	31,525	133,373		
Ending Net Assets per CAFR	31,525	\$ (18,475)	\$ 133,373	\$ (42,367)		
Invested in capital assets, net of related debt (1)	(273,735)					
Reserved for encumbrances (2)	(50,360)					
Reserved for continuing appropriations (3)	-					
Reserved for subsequent year's budget (4)	(50,000)					
Other post employment benefits obligation (5)	72,073					
Compensated absences (5)	8,550					
Net pension liability (5)	1,329,239					
Deferred revenue (6)	-					
Deferred outflow of resources (7)	(123,446)					
Net assets available for appropriation (free cash) (8)	\$ 943,846					

- (1) These are non-cash assets which cannot be appropriated for expenditure. They would need to be converted to cash through sale or collection (accounts receivable) in order to become cash available for appropriation.
- (2) This amount represents a reservation of funds to cover obligations arising from purchase orders or contracts that is chargeable to, but not yet paid from a specific appropriation account.
- (3) This represents the portion of the enterprise fund's cash in the town's treasury that has been appropriated for a specific capital expenditure which still remains unexpended as of June 30, 2017.
- (4) This amount represents the net assets appropriated for the subsequent fiscal year's operating budget.
- (5) These amounts represent liabilities that will be provided from future resources and not the net assets at the close of the fiscal year.
- (6) This represents revenue accrued for financial statement reporting purpose but deferred for the calculation of surplus.
- (7) This amount represents the deferred recognition of an outflow of resources related to future fiscal years.
- (8) Amount certified by the Division of Local Services.

Summary of Significant Budget Changes

Sandy Neck Enterprise Fund FY19 proposed budget is increasing by \$222,527 or 21.85% over FY18 budget. Personnel and benefits costs are decreasing by (\$25,228). These costs do include contractual obligations, however, due to the reorganization some salary and benefits have been allocated to the General Fund. Operating costs are increasing by \$24,734. These costs include \$10,000 for bathhouse building improvements, \$3,000 for fuel contract price increases, and \$5,000 for radio frequency identification device (RFID) software. Capital outlay cost of \$254,000 includes \$50,000 for a vehicle purchase, \$7,000 for fencing and gates, \$6,000 for a digital speed sign purchase, \$17,000 pumper truck upgrade, \$16,000 RFID system, \$125,000 for sand nourishment if needed, and \$40,000 to raise the gatehouse. Transfers Out to the General Fund includes indirect support of personnel, Munis and audit fee cost. This also includes \$60,000 reimbursement to the General Fund for sand replacement.

Additional Funding Recommended

1. Vehicle Purchases

**\$50,000 Requested
\$50,000 Recommended**

The Sandy Neck fleet is aged and repair costs are too high and vehicle reliability is too low. Our fleet consists of four older trucks (2008, 2005, 2004, 1986) that are used for beach patrol and one truck (2011) that stays primarily on the road. We need to retire one of the older patrol vehicles and replace it with the 2011 truck in order to bring the quality of the patrol fleet up to a manageable level. The intent is to keep the new truck primarily on the road.

In addition, we need a new Gator as both our 2013 and 2014 Honda ATVs have been deemed un-repairable due to transmission problems. A John Deere Gator is more efficient than an ATV because the Gator can transport two people and equipment whereas the ATV is made for one individual and no gear.

2. Licensing Fees for the Radio Frequency Identification System (RFID)

**\$5,000 Requested
\$5,000 Recommended**

Fund the annual software-licensing fee for the RFID system. This fee will allow us to access the RFID software at the Sandy Neck Gatehouse and three other mobile locations. Therefore, in real time, we can connect to data of when and who has accessed and exited the Off Road Vehicle (ORV) Beach.

3. Facility Improvements and Equipment

**\$23,000 Requested
\$23,000 Recommended**

The Sandy Neck bathhouse and garage were constructed in 2010 and at that time landscape fencing was also installed. Seven years later, due to the close proximity to the ocean, these structures are in need of upkeep. The trim paint is peeling and the split rail fencing is failing. The dumpster corral in the parking lot was not designed to accommodate the construction and demolition dumpster that is needed for the extensive amount of debris that is removed from the beach. As a result, the dumpster is not secured, inviting illegal dumping.

Speeding vehicles on Sandy Neck Road continues to be an issue. We would like to install a digital speed sign at the town line (intersection of Point Hill Road and Sandy Neck Road) to warn people when they are exceeding the speed limit. This would improve safety in the residential neighborhood/gatehouse areas and reduce complaints about beach traffic.

Winter curfew for the ORV beach is 8am to 4pm. This corresponds with beach staffing from November through April. Metal gates at the Access Trail would create a visual barrier to deter vehicles from entering the beach at night in the off season thus improving ORV beach safety.

Additional Funding Recommended (Continued)

4. Pumper Truck Upgrade

**\$17,000 Requested
\$17,000 Recommended**

The Sandy Neck Program obtained a free six-wheel surplus army truck from the West Barnstable Fire Department. The army truck has been fitted with the existing pumper unit which has a 300 gallon waste capacity. We would like to upgrade the pumper unit to a 670 gallon capacity with a pressure off loading system. This will allow us to pump portable toilet units on the beach more efficiently and it will greatly reduce hose blockage which happen often with a gravity feed off-loading system.

5. Radio Frequency Identification System (RFID)

**\$16,000 Requested
\$16,000 Recommended**

ORV permits would have an RFID chip embedded within the sticker that would allow for immediate vehicle identification and accurate daily logging. RFID system would provide accurate, automated representation of vehicles accessing the ORV beach. Management of the beach would be greatly improved with (real time) correct and consistent usage data particularly for enforcement purposes and during emergencies.

6. Sand Stabilization

**\$125,000 Requested
\$125,000 Recommended**

The purpose of funding protective sand placement for additional dune nourishment in front of the Sandy Neck parking lot after major erosion from winter storms.

7. Raise Gatehouse

**\$40,000 Requested
\$40,000 Recommended**

The Sandy Neck Gatehouse flooded twice during the winter of 2018 during both storms Grayson and Riley. Both events required extensive repair to the flooring, walls, insulation and electrical systems (including the heating units). The project involves raising the Gatehouse in the fall of 2018 to a height where it will be unaffected by storm flooding. The associated utilities, stairs and handicapped assessable ramp will need to be re-configured in order to accommodate the new elevation of the building.

Full-time Equivalent Employees

Job Title	FY 2017	FY 2018	FY 2019	Change
Administrative Assistant	0.20	0.20	0.20	-
Community Services Director	0.10	0.10	-	(0.10)
Director Marine & Environmental Affairs	0.15	0.15	0.15	-
Natural Resource Officer	1.00	1.00	2.00	1.00
Principal Dept/Div Assistant	1.00	1.00	1.00	-
Sandy Neck Park Manager	1.00	1.00	0.50	(0.50)
Supervisor Natural Resource Officer	0.30	0.30	-	(0.30)
Full-time Equivalent Employees	3.75	3.75	3.85	0.10

Performance Measures/Workload Indicators

Workload Indicator	FY 2016 Actual	FY 2017 Actual	FY 2018 Estimated	FY 2019 Projected
Sandy Neck Beach Park ORV Permits Issued (represented in calendar year)	4,683	4,770	4,750	4,750
Total Revenue	\$1,073,932	\$1,103,234	\$1,000,000	\$1,000,000
Educational Hikes/Talks (represented in calendar year)	21	32	25	25
Overnight Camping (represented in calendar year)	7,282	5,976	6,500	6,500
Merchandise Sales	\$40,017	\$48,715	\$45,000	\$45,000

Description	Historical Trends				Benchmark
	FY 2015	FY 2016	FY 2017	Estimate FY 2018	Estimate FY 2019
Actual Revenue	\$864,830	\$1,073,932	\$1,103,234	\$1,000,000	\$1,000,000
Estimated Revenue	\$745,195	\$815,717	\$887,998	\$968,462	\$968,462
Exceeds Expectations >100%	116%	132%	124%	103%	103%