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A. Adoption of Budget Resolutions for Fiscal Year July 1, 2014 through June 30, 2015 (FY2015)

- Resolution #6-2014 - Municipal Fees (**Sample motion – move to adopt Resolution #6 – Municipal Fees**)
- Resolution #7-2014 - General Fund Expenditures (**Sample motion – move to adopt Resolution #7 – General Fund Expenditures**)
- Resolution #8-2014 - Sewer Fund Expenditures (**Sample motion – move to adopt Resolution #8 – Sewer Fund Expenditures**)
- Resolution #9-2014 - Water Fund Expenditures (**Sample motion – move to adopt Resolution #9 – Water Fund Expenditures**)
- Resolution #10-2014 - Special Revenues, Debt Service Fund and Committed Fund Balance for Necessary Expenditures (**Sample motion – move to adopt Resolution #10 – Special Revenues and Committee Fund Balances for Necessary Expenditures**)
- Resolution #11-2014 - Investment Policy (**Sample motion – move to adopt Resolution #11 – Investment Policy**)

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*Indicates Verbal Report


B: CFA5HCB5 @H9AG

(There are no items under this section of the agenda)

NOTICE TO THE PUBLIC WHO ARE HEARING IMPAIRED: Please contact Dianna Fogarty at 603-610-7270 one-week prior to the meeting for assistance.

CITY OF PORTSMOUTH PORTSMOUTH, NH 03801

Office of the City Manager

Date: June 5, 2014
To: Honorable Mayor Robert J. Lister and City Council Members
From: John P. Bohenko, City Manager 
Re: City Manager's Comments on June 9, 2014 City Council Agenda

City Manager's Items Which Require Action:

1. **Adoption of Budget Resolutions for Fiscal Year July 1, 2014 through June 30, 2015 (FY2015).** On Monday evening, the City Council will meet at 6:30 p.m. in a special meeting to act on the FY15 Budget for the City.

During the City Council meeting on June 2, 2014, a general consensus was reached to reduce the FY15 proposed expenditure budget and increase revenues resulting in a net adjustment of \$300,000. The net adjustment is as follows:

Expenditures

I am recommending that 4 capital projects totaling \$100,000 be removed or reduced in the FY15 Capital Outlay appropriation:

- | | |
|-------------------------------------|----------|
| 1. Fire Station 3 Space Needs Study | \$25,000 |
| 2. Park and Playground Improvements | \$25,000 |
| 3. Longmeadow Road Extension | \$25,000 |
| 4. Capital Contingency | \$25,000 |

Revenues

As recommended, Capital Outlay projects totaling \$200,000 will be funded through the use of unassigned fund balance.

The net effect of \$300,000 will result in an estimated tax rate of \$18.12. This is a reduction of 8 cents from the recommended submitted budget and increase of 21 cents or 1.17% from the FY14 tax rate. If the revised FY15 proposed budget is adopted as is, this will result in and increase of \$66.48 to the median single residential home valued at \$316,600. Please keep in mind that the tax rate is set the New Hampshire Department of Revenue Administration in

October once all state revenues, property valuation, and the county tax obligation are finalized.

Tax Rate History

	Tax Rate	\$ Rate Increase
FY 11	17.41	
FY 12	17.27	(0.14)
FY 13	17.55	0.28
FY 14	17.91	0.36
<u>FY 15 (Proposed (1.17% over FY14))</u>	<u>18.12</u>	<u>0.21</u>

Four-year average of 18¢ or 1% per year

Attached are the following documents regarding the FY15 Budget:

- A General Fund Proposed Budget Summary for FY15.
- A revised Capital Improvements Plan with the \$100,000 reduction.
- **Resolution No. 6-2014** adopts Municipal Fees that have been recommended by the Fee Committee. The total revenue generated from these fees is estimated at \$990,750 or 1% of the total FY15 General Fund Revenues.
- **Resolution No. 7-2014** is pertinent to General Fund expenditures. In this Resolution the proposed appropriations for the General Government, Police, Fire, School, Collective Bargaining, Indoor Pool as well as non-operating appropriations are listed separately.
- **Resolution No. 8-2014** establishes the annual appropriation, cash requirements and user rates for the Sewer fund. The annual appropriation and cash requirements for FY15 include \$50,000 funded by use of unrestricted net position to implement a new Sewer Assistance Program to provide a discount and or temporary financial relief for seniors, individuals and families in need. Sewer charges are based on water consumption. The adoption of this resolution includes a two step, inclining block rate structure. This means the first 10 units based on water consumption (1 unit equals 100 cubic feet or 748 gallons) per month will be charged at \$11.21 per unit, all consumption over 10 units per month will be charged at \$12.34 per unit. This increase translates to an approximate monthly increase of \$2.65 to the average residential user using 5 units of water per month. Eighty percent (80%) of all residential customers fall in the 10 units or less tier.
- **Resolution No. 9-2014** establishes the annual appropriation, cash requirements and user rates for the Water fund. The annual appropriation and cash requirements for FY15 include \$50,000 funded by use of unrestricted net position to implement a new Water Assistance Program to provide a discount and or temporary financial relief for seniors, individuals and families in need. Similar to Sewer, the adoption of this resolution will include a two step, inclining block rate structure. The first 10 units (1

unit equals 100 cubic feet or 748 gallons) of water consumed per month will be charged at \$4.15 per unit, all consumption over 10 units per month will be charged at \$5.00 per unit, both rates are unchanged from the previous fiscal year. Eighty percent (80%) of all residential customers fall in the 10 units or less tier.

- **Resolution No. 10-2014** allows for the expenditure of Special Revenues, Debt Service Fund, and Committed Fund Balance. This allows the City to expend from donations, Federal and State Grants as they are accepted and received, pay debt service associated with Betterment Assessments, to include principal and interest, from a Debt Service Fund, and expend from committed fund balance.
- **Resolution No. 11-2014** deals with the adoption of an annual investment policy. State law requires the annual adoption of such a policy by every city and town.

I would ask the City Council to vote on each Resolution separately. The City Council will have adopted the FY15 Budget once the Council has voted on each Resolution separately.

GENERAL FUND PROPOSED BUDGET SUMMARY-FY 2015

	FY2013 BUDGET	FY14 Budget	FY15 City Manager Recommended	% Change	\$\$ Change	FY15 Proposed Resolution 9-Jun-14	From FY 14 % Change	From FY 14 \$\$ Change
OPERATING BUDGET								
General Government	15,905,044	16,686,628	17,010,942	1.94%	324,314	17,010,942	1.94%	324,314
Police	8,838,885	9,174,659	9,343,994	1.85%	169,335	9,343,994	1.85%	169,335
Fire	7,155,250	7,531,078	7,757,108	3.00%	226,030	7,757,108	3.00%	226,030
School	38,302,260	39,820,958	40,975,396	2.90%	1,154,438	40,975,396	2.90%	1,154,438
Collective Bargaining	100,000	0	500,000		500,000	500,000		500,000
Transfer to Indoor Pool	150,000	150,000	150,000	0.00%	0	150,000	0.00%	0
Total Operating Budget	70,451,439	73,363,323	75,737,440	3.24%	2,374,117	75,737,440	3.24%	2,374,117
NON-OPERATING EXPENSE								
Debt Related Costs/TANS	350,000	350,000	275,000	-21.43%	(75,000)	275,000	-21.43%	(75,000)
Debt Service Payments	11,325,131	10,483,686	11,231,523	7.13%	747,837	11,231,523	7.13%	747,837
Overlay	1,150,000	950,000	1,000,000	5.26%	50,000	1,000,000	5.26%	50,000
Property & Liability Ins	414,000	414,000	318,000	-23.19%	(96,000)	318,000	-23.19%	(96,000)
County	4,297,188	4,540,274	4,764,174	4.93%	223,900	4,764,174	4.93%	223,900
Contingency	250,000	250,000	250,000	0.00%	0	250,000	0.00%	0
Rolling Stock	773,993	766,892	786,300	2.53%	19,408	786,300	2.53%	19,408
IT Equipment Replacement	232,000	312,250	329,450	5.51%	17,200	329,450	5.51%	17,200
Capital Outlay	1,022,500	1,365,000	1,700,000	24.54%	335,000	1,600,000	17.22%	235,000
Other General Non-Operating	290,017	289,712	349,875	20.77%	60,163	349,875	20.77%	60,163
Total Non-Operating Budget	20,104,829	19,721,814	21,004,322	6.50%	1,282,508	20,904,322	6.00%	1,182,508
Total Gross Budget	90,556,268	93,085,137	96,741,762	3.93%	3,656,625	96,641,762	3.82%	3,556,625
REVENUES								
Municipal	10,174,649	10,278,418	11,851,986	15.31%	1,573,568	11,851,986	15.31%	1,573,568
School	5,432,500	5,523,700	5,623,900	1.81%	100,200	5,623,900	1.81%	100,200
State Revenues	1,362,147	1,357,975	1,355,333	-0.19%	(2,642)	1,355,333	-0.19%	(2,642)
State Revenues-School Building Aid	1,319,095	1,770,305	1,770,305	0.00%	0	1,770,305	0.00%	0
<i>Use of Fund Balance: Unassigned</i>								
Planning Department Supplemental Approp	0	150,000	0	-100.00%	(150,000)	0	-100.00%	(150,000)
Fire Department Supplemental Approp	0	97,000	0	-100.00%	(97,000)	0	-100.00%	(97,000)
Capital Outlay	0	0	0	0.00%	0	200,000		200,000
<i>Use of Fund Balance: Committed</i>								
Property Appraisal	73,500	73,500	73,500	0.00%	0	73,500	0.00%	0
Debt/ Bond Proceeds	199,242	100,000	0		(100,000)	0	-100.00%	(100,000)
Debt Service Reserve	2,500,000	1,500,000	1,500,000	0.00%	0	1,500,000	0.00%	0
Total	21,061,133	20,850,898	22,175,024	6.35%	1,324,126	22,375,024	7.31%	1,524,126
BUDGETED PROPERTY TAX LEVY	69,495,135	72,234,239	74,566,738	3.23%	2,332,499	74,266,738	2.81%	2,032,499
Total Property Tax Commitment	69,985,791	72,373,853	74,566,738	3.03%	2,192,885	74,266,738	2.62%	1,892,885
War Service Credits	562,000	549,500	600,000	9.19%	50,500	600,000	9.19%	50,500
Adequate Education Formula	(9,361,188)	(9,744,008)	(10,129,725)	3.96%	(385,717)	(10,129,725)	3.96%	(385,717)
State Education Tax	9,361,188	9,744,008	10,129,725	3.96%	385,717	10,129,725	3.96%	385,717
Total Property Taxes Assessed	70,547,791	72,923,353	75,166,738	3.08%	2,243,385	74,866,738	2.66%	1,943,385
ASSESSED VALUATION WITH UTILITIES	4,043,767,047	4,096,603,575	4,156,403,575	1.46%	59,800,000	4,156,403,575	1.46%	59,800,000
ASSESSED VALUATION NO UTILITIES	3,870,081,052	3,917,159,080	3,976,959,080	1.53%	59,800,000	3,976,959,080	1.53%	59,800,000
MUNICIPAL TAX RATE	14.04	14.28	14.50	1.53%	0.22	14.42	0.96%	0.14
COUNTY TAX RATE	1.09	1.14	1.15	0.55%	0.01	1.15	0.55%	0.01
STATE EDUCATION TAX RATE	2.42	2.49	2.55	2.40%	0.06	2.55	2.40%	0.06
COMBINED TAX RATE	17.55	17.91	18.20	1.64%	0.29	18.12	1.17%	0.21

**Capital Improvements
Fiscal Year 2015
Taken from Capital Improvement Plan 2015-2020**

Budget Book

City Council Adopted

Amended

FY 15

PAGE

2/18/2014

6/9/2014

II-21	TRAFFIC PRE-EMPTION SYSTEM UPGRADES	\$30,000		\$30,000
II-22	MUNICIPAL FIRE ALARM SYSTEM: REPAIRS AND IMPROVEMENTS	\$30,000		\$30,000
II-24	FIRE STATION 3 SPACE NEEDS STUDY	\$25,000	(\$25,000)	\$0
II-25	POLICE SITE NEEDS STUDY	\$50,000		\$50,000
II-28	PRESCOTT PARK: FACILITIES CAPITAL IMPROVEMENTS	\$87,500		\$87,500
II-30	IMPLEMENTATION OF PEIRCE ISLAND MASTER PLAN PROJECT	\$25,000		\$25,000
II-33	PARK AND PLAYGROUND IMPROVEMENTS	\$125,000	(\$25,000)	\$100,000
II-38	BLEACHER/GRANDSTANDS	\$50,000		\$50,000
II-39	HISTORIC CEMETERY IMPROVEMENTS	\$50,000		\$50,000
II-42	RETAINING WALLS REPAIR AND IMPROVEMENTS	\$75,000		\$75,000
II-43	BANFIELD ROAD DRAINAGE IMPROVEMENTS	\$50,000		\$50,000
II-44	CITYWIDE STORMDRAINAGE IMPROVEMENTS	\$50,000		\$50,000
II-45	CITY WIDE FACILITIES CAPITAL IMPROVEMENTS MASTER PLAN	\$50,000		\$50,000
II-48	MASTER PLAN PLANNING PROCESS	\$100,000		\$100,000
II-62	MARKET SQUARE UPGRADE	\$50,000		\$50,000
II-63	BICYCLE INFRASTRUCTURE	\$50,000		\$50,000
II-64	MIDDLE ST BICYCLE LANES	\$25,000		\$25,000
II-65	HAMPTON BRANCH RAIL TRAIL	\$150,000		\$150,000
II-67	CITYWIDE TRAFFIC SIGNAL UPGRADE PROGRAM	\$100,000		\$100,000
II-68	INTERSECTION UPGRADE: MARKET STREET AT-GRADE CROSSING	\$76,800		\$76,800
II-69	LONGMEADOW ROAD EXTENSION	\$50,000	(\$25,000)	\$25,000
II-71	CITYWIDE TREE REPLACEMENT PROGRAM	\$20,000		\$20,000
II-73	GATEWAY IMPROVEMENTS-EXIT 7	\$120,000		\$120,000
II-74	ISLINGTON STREET-STREETSCAPE IMPROVEMENTS	\$100,000		\$100,000
II-78	BANFIELD ROAD IMPROVMENTS	\$50,000		\$50,000
II-79	ATLANTIC HEIGHTS NEIGHBORHOOD EMERGENCY ACCESS ROAD	\$50,000		\$50,000
II-13	CAPITAL CONTINGENCY	\$60,700	(\$25,000)	\$35,700

TOTAL

\$1,700,000

(\$100,000)

\$1,600,000

**CITY OF PORTSMOUTH, NEW HAMPSHIRE
ANNUAL APPROVAL OF FEE SCHEDULE
FOR THE FISCAL YEAR ENDING JUNE 30, 2015**

**RESOLUTION #6-2014 A RESOLUTION TO ADOPT FEES BY BUDGET
RESOLUTION**

BE IT RESOLVED: **THAT**, the attached fee schedule (Exhibit A) is found to be reasonable and appropriate and is recommended for adoption. (The fees denoted with an asterisk have been changed; all others are incorporated for convenience.)

THAT, the fee schedule attached (Exhibit A) shall be effective July 1, 2014.

APPROVED BY:

ROBERT J. LISTER, MAYOR

ADOPTED BY CITY COUNCIL:

KELLI L. BARNABY, CMC/CNHMC
CITY CLERK

**City of Portsmouth
Fee Schedule
Finance Department**

*** (Indicates change from current fee)**

<u>Ordinance / Non-Ordinance Title</u>	<u>NOTES</u>	<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2013 Schedule</u>	<u>FY 2014 Schedule</u>	<u>Suggested FY 2015 Schedule</u>
RSA-80:56	Individual occurrences not tracked	Non Sufficient Funds check processing fee	Pre FY 02	\$30.00	\$30.00 per check	\$30.00
Non-Ordinance	Individual occurrences not tracked	Copies: into be copied; i.e., discharge papers, small items				
Non-Ordinance	Individual occurrences not tracked	8 1/2 x 11 or 8 1/2 x 14	Pre FY 02	\$0.25	\$0.25 per copy	\$0.25
Non-Ordinance	Individual occurrences not tracked	Items that generate a minimum of research, i.e. certificate of occupancy, fire reports, minutes of meetings, pages of past annual reports.	Pre FY 02	\$0.50	\$0.50 per copy	\$0.50
Non-Ordinance	Individual occurrences not tracked	In-house material requiring research time, piecing together etc. Example: older fire/ police reports, past budgets, plot plans, septic systems, old minutes, old deeds, agreements and other similar items.	Pre FY 02	\$2.00	\$2.00 1st copy	\$2.00
Non-Ordinance	Individual occurrences not tracked	All copies made on 11 x 17 pages.	Pre FY 02	\$0.50	\$0.50 all subsequent pages	\$0.50
Non-Ordinance	Individual occurrences not tracked	Tax bills prepared for parties other than owners.	Pre FY 02	\$2.00	\$2.00 1st copy	\$2.00
Non-Ordinance	Individual occurrences not tracked	Tax Card/Tax Map from laser printer (Free to property owner)	FY 04	\$1.00	\$1.00 Each Print	\$1.00
Non-Ordinance	Individual occurrences not tracked	Standard Assessing data base cd	Pre FY 02	\$75.00	\$75.00	\$75.00
Non-Ordinance	Individual occurrences not tracked	DVD copies of City related events	Pre FY 02	\$10.00	\$10.00	\$10.00

**City of Portsmouth
Fee Schedule
City Clerk**

<u>Ordinance / Non-Ordinance Title</u>	<u>NOTES</u>	<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2013 Schedule</u>	<u>FY 2014 Schedule</u>	<u>Suggested FY 2015 Schedule</u>
* (Indicates change from current fee)						
Chapter 5: Article IV Section 402						
License to handle any gasoline or similar fluids within the City.	FY 13 there were 23 Petroleum Licenses processed for \$5,075.	Initial License Fee	FY 14	\$275.00	\$300.00	per location \$300.00
		Annual Renewal Fee	FY 14	\$75.00	\$100.00	Up to 9,999 gallons \$100.00
		Annual Renewal Fee	FY 14	\$100.00	\$125.00	10,000 to 14,999 \$125.00
		Annual Renewal Fee	FY 14	\$125.00	\$150.00	15,000 to 19,999 \$150.00
		Annual Renewal Fee	FY 14	\$150.00	\$175.00	20,000 to 24,999 \$175.00
		Annual Renewal Fee	FY 14	\$175.00	\$200.00	25,000 to 29,999 \$200.00
		Annual Renewal Fee	FY 14	\$200.00	\$225.00	30,000 to 34,999 \$225.00
		Annual Renewal Fee	FY 14	\$225.00	\$250.00	35,000 to 39,999 \$250.00
		Annual Renewal Fee	FY 14	\$250.00	\$275.00	40,000 to 44,999 \$275.00
		Annual Renewal Fee	FY 14	\$275.00	\$300.00	45,000 to 49,999 \$300.00
		Annual Renewal Fee	FY 14	\$300.00	\$325.00	50,000 and over \$325.00
Chapter 6: Article I Section 109C						
Licenses-Gen. Provisions-Duties of licensee	Change of license location fee not charged	Change Location of Licensed Business	Pre FY 02	\$1.00	\$1.00	Per Occurrence \$1.00
Chapter 6: Article I Section 110B						
Licenses-Gen. Provisions-Transfer of license	No Initial license fee charged	Transfer of License	Pre FY 02	\$10.00	\$10.00	Per Occurrence \$10.00
Chapter 6: Article II Section 201						
Billiards and Bowling	FY 13 there were 5 license issued for \$1,060	License	FY 14	\$20.00	\$25.00	Per Year, Per Table or Lane \$25.00
Chapter 6: Article III Section 302						
Model Slot Car Racing	No licenses issued in FY 13	License	Pre FY 02	\$25.00	\$25.00	Per Year \$25.00

**City of Portsmouth
Fee Schedule
City Clerk**

<u>Ordinance / Non-Ordinance Title</u>	<u>NOTES</u>	<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2013 Schedule</u>	<u>FY 2014 Schedule</u>	<u>Suggested FY 2015 Schedule</u>		
* (Indicates change from current fee)								
Chapter 6: Article IV Section 403C								
Coin Operated Amusement Devices	FY 13 there were 7 licenses issued for \$4,530.	License	FY 03	\$75.00	\$75.00	For each of the first 30 machines, per year	\$75.00	
				FY 03	\$10.00	\$10.00	For each machine over 30, per year	\$10.00
Chapter 6: Article V Section 502								
Boxing and Wrestling	No licenses issued in FY 13	License	Pre FY 02	\$10.00	\$10.00	Each Day	\$10.00	
Chapter 6: Article VI Section 602								
Dancing	No licenses issued in FY 13	License	Pre FY 02	\$10.00	\$10.00	Per Dance	\$10.00	
Chapter 6: Article VII Section 707D								
Dog Ordinance	No dogs sold in FY 13	Procuring City Owned Dogs	Pre FY 02	\$3.00 to \$10.00	\$3.00 to \$10.00	Per Dog (Discretion of Animal Control Officer)	\$3.00 to \$10.00	
Chapter 6: Article IX Section 901C12								
Circus License	No licenses issued in FY 13	Amusement Devices	Pre FY 02	\$30.00	\$30.00	Per Day	\$30.00	
			Carnivals (For Operation)	Pre FY 02	\$125.00	\$125.00	Per Day	\$125.00
			Including Each Amusement Device	Pre FY 02	\$30.00	\$30.00		\$30.00
			Circus (For Operation)	Pre FY 02	\$125.00	\$125.00	Per Day	\$125.00
			Including Each Amusement Device	Pre FY 02	\$30.00	\$30.00		\$30.00
			Fairs (For Operation)	Pre FY 02	\$10.00	\$10.00	Per Day	\$10.00
			Including Each Amusement Device	Pre FY 02	\$5.00	\$5.00	Per Day	\$5.00
			Temporary Structures	Pre FY 02	\$10.00	\$10.00	Per Day	\$10.00
Chapter 6: Article IX Section 902								

**City of Portsmouth
Fee Schedule
City Clerk**

<u>Ordinance / Non-Ordinance Title</u>	<u>NOTES</u>	<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2013 Schedule</u>	<u>FY 2014 Schedule</u>	<u>Suggested FY 2015 Schedule</u>
						* (Indicates change from current fee)
Chapter 13: Section 203 A						
Mobile Homes	FY 13 there were 3 Mobile Home Parks with 276 occupied spaces for a total fee of \$5,520	Mobile home space, occupied, located within a mobile home park.	FY 14	\$20.00	\$25.00 Annually (Due April 1)	\$25.00
Chapter 13: Section 203 B						
Mobile Homes	There are no Mobile Home Parks in the City of Portsmouth with two or less homes.	A minimum fee per mobile home park shall be charged for those parks having but two or less occupied spaces.	Pre FY 02	\$10.00	\$10.00 Annually (Due April 1)(not less than \$10.00)	\$10.00
		In the case of overlapping jurisdiction, only one fee per annum may be imposed. When an original license/permit is issued on or after July 1st of any year, the permit fee for the remainder of the year shall be one half the permit fee. The City Clerk shall charge the fee for the transfer of the permit in amount not to exceed \$10.00 for a mobile home park. Such license/permit fees herein provided for in this section of this Ordinance shall be in lieu of all inspection or other fees and all other local taxes other than ad valorem taxes.				
			Pre FY 02	\$10.00	\$10.00	\$10.00
Non-Ordinance	FY 13 collections of \$1,330 with 260 occurrences	Notarization	FY 05	\$5.00	\$5.00 Per Document	\$5.00
Non-Ordinance	FY 13 collections of \$465 with 31 occurrences	Tag day, permits	FY 05	\$15.00	\$15.00	\$15.00
Non-Ordinance	FY 13 collections of \$0 with 0 occurrences	Ward checklist	Pre FY 02	\$60.00	\$60.00 per set	\$60.00
Non-Ordinance	FY 13 collections of \$0 with 0 occurrences	Ward checklist for individual wards	Pre FY 02	\$10.00-\$15.00	\$10.00-\$15.00 (based on size of ward)	\$10.00-\$15.00
Non-Ordinance	FY 13 collections of \$580 with 29 occurrences	Event permit (fairs, parades etc. not governed by ordinance)	FY 05	\$20.00	\$20.00	\$20.00
Non-Ordinance	FY 13 collections of \$0 with 0 occurrences	Ordinance Books	Pre FY 02	\$100.00	\$100.00	\$100.00
Non-Ordinance	FY 13 collections of \$0 with 0 occurrences	Ordinance book supplements (distributed 2 x per year)	Pre FY 02	\$50.00	\$50.00	\$50.00
Non-Ordinance	FY 13 collections of \$55 with 11 occurrences	Voter certification	FY 05	\$5.00	\$5.00	\$5.00
Non-Ordinance	FY 13 collections of \$200 with 2 occurrences	Voter History Disk	FY 05	\$100.00	\$100.00 per election	\$100.00
Non-Ordinance	FY 13 collections of \$35 with 7 occurrences	Articles of agreement filing	Pre FY 02	\$5.00	\$5.00	\$5.00
RSA 540:1-B	FY 13 collections of \$0 with 0 occurrences	Restricted Property Listing	FY 12	\$15.00	\$15.00 per form	\$15.00

**City of Portsmouth
Fee Schedule
Planning Department**

* (Indicates change from current fee)

<u>Ordinance / Non-Ordinance</u>	<u>NOTES</u>	<u>Description</u>	<u>Fiscal Year</u> <u>Last Adjusted</u>	<u>FY 2013</u> <u>Schedule</u>	<u>FY 2014</u> <u>Schedule</u>	<u>Suggested</u> <u>FY 2015</u> <u>Schedule</u>	
PLANNING BOARD							
Non-Ordinance	The Planning Department reported the following application numbers and fees for FY 13:	Subdivision applications(residential)	FY 14	\$200.00	\$300.00	* \$500.00	
Non-Ordinance		Plus Per Lot	FY 07	\$100.00	\$100.00	* \$200.00	
Applications:							
Non-Ordinance	Site Review	26	Subdivision applications(non-residential)	FY 09	\$350.00	\$350.00	* \$700.00
Non-Ordinance	Subdivision	3	Plus Per Lot	FY 07	\$150.00	\$150.00	* \$300.00
Non-Ordinance	Lot Line revisions	6					
	Conditional Use	20					
	Board of Adjustment	108					
Non-Ordinance	HDC		Lot Line Revision/Verification	FY 14	\$175.00	\$250.00	\$250.00
	102						
	Conservation Commission	20					
	State Wetland Permits	8	Filing of Condominium Site Plans per				
Non-Ordinance	Revenues:		State Statute-no subdivision	FY 11	\$50.00	\$50.00	* \$100.00
Non-Ordinance	Planning Board	\$55,289	Lot Consolidation-no subdivision	FY 10	\$175.00	\$175.00	\$175.00
	Board of Adjustment	\$37,908					
	Site Review	\$35,453					
Non-Ordinance			Area of disturbance in wetland or wetland buffer:				
			-up to 100 sq ft	FY 13	\$50.00	\$50.00	* \$100.00
			-up to 1,000 sq ft	FY 13	\$250.00	\$250.00	* \$500.00
			-greater than 1,000 sq ft	FY 13	\$500.00	\$500.00	* \$1,000.00
			Development Plan -Character Districts	FY 15	N/A	N/A	per Development Plan * \$1,000.00
				FY 15	N/A	N/A	per sq ft Gross Floor Area greater than 10,000 sq ft * \$0.05
				FY 15	N/A	N/A	Maximum fee * \$5,000.00
PLANNING-BOARD OF ADJUSTMENT							
Non-Ordinance			Residential application 1-2 dwelling units	FY 13	\$125.00	\$125.00	* \$150.00
Non-Ordinance			3-4 dwelling units	FY 13	\$200.00	\$200.00	* \$250.00
			5-and over	FY 15	N/A	N/A	* \$250.00
			For each unit over 4	FY 15	N/A	N/A	* \$50.00
Non-Ordinance			5-10 dwelling units	FY 13	\$250.00	\$250.00	* Delete

**City of Portsmouth
Fee Schedule
Planning Department**

* (Indicates change from current fee)

<u>Ordinance / Non-Ordinance Title</u>	<u>NOTES</u>	<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2013 Schedule</u>	<u>FY 2014 Schedule</u>	<u>Suggested FY 2015 Schedule</u>
Non-Ordinance		11-30 dwelling units	FY 07	\$300.00	\$300.00	* Delete
Non-Ordinance		30+ dwelling units	FY 12	\$300.00	\$300.00	* Delete
Non-Ordinance		For each unit over 30	FY 12	\$50.00	\$50.00	* Delete
Non-Ordinance		Total application fee shall not exceed (cap)	FY 12	\$2,000.00	\$2,000.00	* \$3,000.00
Non-Ordinance		Residential application-accessory structure only	FY 11	\$50.00	\$50.00	\$50.00
Non-Ordinance		Non-residential applications	FY 12	\$300.00	\$300.00	\$300.00
Non-Ordinance		In Addition:				
Non-Ordinance		Per \$1,000 of valuation of new construction	Pre FY 02	\$5.00	\$5.00	\$5.00
Non-Ordinance		Total application fee shall not exceed (cap)	FY 12	\$2,000.00	\$2,000.00	* \$3,000.00
Non-Ordinance		Signs	FY 13	\$200.00	\$200.00	\$200.00
		PLANNING-SITE REVIEW				
Non-Ordinance		All developments	FY 14	\$300.00	\$500.00	\$500.00
Non-Ordinance		In Addition:				
Non-Ordinance		Per \$1,000 of Site costs only	Pre FY 02	\$5.00	\$5.00	\$5.00
Non-Ordinance		and per 1,000 square feet of site development area	FY 15	N/A	N/A	* \$10.00
Non-Ordinance		Total application fee shall not exceed (cap)	FY 08	\$15,000.00	\$15,000.00	\$15,000.00
		PLANNING-HISTORIC DISTRICT				
Non-Ordinance		Residential applications 1 dwelling unit	FY 11	\$50.00	\$50.00	* \$100.00
Non-Ordinance		2 dwelling units	FY 11	\$75.00	\$75.00	* \$100.00
Non-Ordinance		3 dwelling units	FY 11	\$100.00	\$100.00	* \$250.00
		4 and over dwelling units	FY 15	N/A	N/A	* \$400.00
		For each unit over 4	FY 15	N/A	N/A	* \$100.00

**City of Portsmouth
Fee Schedule
Planning Department**

* (Indicates change from current fee)

<u>Ordinance / Non-Ordinance Title</u>	<u>NOTES</u>	<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2013 Schedule</u>	<u>FY 2014 Schedule</u>	<u>Suggested FY 2015 Schedule</u>
Non-Ordinance		4-10 dwelling units	FY 06	\$125.00	\$125.00	* Delete
Non-Ordinance		11-30 dwelling units	FY 06	\$250.00	\$250.00	* Delete
Non-Ordinance		30+ dwelling units	FY 12	\$300.00	\$300.00	* Delete
Non-Ordinance		For each unit over 30	FY 12	\$50.00	\$50.00	* Delete
		Accessory structure, mechanical equipment or replacement of doors/windows only	FY 13	\$50.00	\$50.00	* \$100.00
Non-Ordinance		Non-residential applications	FY 07	\$300.00	\$300.00	* \$500.00
		In Addition:				
		Per \$1,000 of valuation of new construction	Pre FY 02	\$5.00	\$5.00	
Non-Ordinance		Total application fee shall not exceed (cap)	FY 13	\$3,000.00	\$3,000.00	* \$5,000.00
Non-Ordinance		Non-residential applications-accessory structure, mechanical equipment or replacement of doors/windows only	FY 11	\$50.00	\$50.00	* \$100.00
Non-Ordinance		Signs	FY 13	\$200.00	\$200.00	* \$100.00

**City of Portsmouth
Fee Schedule
Inspection Department**

* (Indicates change from current fee)

<u>Ordinance / Non-Ordinance</u> Title	NOTES	Description	Fiscal Year <u>Last Adjusted</u>	FY 2013 <u>Schedule</u>	FY 2014 <u>Schedule</u>	Suggested FY 2015 <u>Schedule</u>
Chapter 8: Article I Section 106 A	FY 13 there were 63 permits issued for \$3,150					
Street Obstructions		Initial	FY 11	\$50.00	\$50.00	\$50.00
		Extension	FY 11	\$25.00	\$25.00	\$25.00
BUILDING PERMIT FEES:						
Chapter 12: Part I Section 108.2		Note: All Construction Permit Fees rounded up to the nearest \$5.00				
International Building Code-	Following is a summary of Building Permits:	Minimum Fee-Residential	FY 07	\$50.00	\$50.00	\$50.00
and	FY 13	Special Inspection Fee	FY 07	\$60.00	\$60.00 Per Hour	\$60.00
Chapter 12: Part II Section R108.2	Non-Residential Commercial	Emergency Inspection Fee	FY 07	\$60.00	\$60.00 Per Hour	\$60.00
International Residential Code-	<u>Issued</u> <u>Value</u>	New Construction-Residential (Includes Additions)				
	305 \$31,672,776	Habitable Enclosed Living Spaces	FY 13	\$0.30	\$0.30 Per gross square ft of floor area	\$0.30
		Habitable Unenclosed Living Spaces	FY 13	\$0.25	\$0.25 Per gross square ft of floor area	\$0.25
		Nonhabitable or Unfinished Spaces	FY 13	\$0.20	\$0.20 Per gross square ft of floor area	\$0.20
		New Construction-Commercial				
	Residential	Minimum Fee-Commercial	FY 04	\$50.00	\$50.00	\$50.00
	<u>Issued</u> <u>Value</u>	Fire Sprinkler Systems	FY 07	\$0.04	\$0.04 Per gross square ft of sprinkled area	\$0.04
	375 \$20,166,030	Fire Alarm Systems: (Per device installed)				
			FY 07	\$100.00	\$100.00 per Fire Alarm Control Panel	\$100.00
			FY 07	\$50.00	\$50.00 to Modify an Existing Fire Alarm Control Panel	\$50.00
			FY 07	\$35.00	\$35.00 per Remote Annunciator Panel	\$35.00
			FY 07	\$35.00	\$35.00 per Voice Alarm / Notification System	\$35.00
			(High Rise Feature)			
			FY 07	\$35.00	\$35.00 per Off Site Notification Circuit	\$35.00
	Alterations and Other					
	<u>Issued</u> <u>Value</u>					
	202 \$2,194,458					
	Permit Fee: \$377,454					

**City of Portsmouth
Fee Schedule
Inspection Department**

* (Indicates change from current fee)

Ordinance / Non-Ordinance
Title

	NOTES	Description	Fiscal Year Last Adjusted	FY 2013 Schedule	FY 2014 Schedule	Suggested FY 2015 Schedule	
		(Central Station or Master Box)					
			FY 07	\$2.00	\$2.00 per Initiation and Notification Device	\$2.00	
			FY 07	\$2.00	\$2.00 per Supervisory Device	\$2.00	
			FY 04	\$5.00	\$5.00 per Fire Safety Control Device (Magnetic Door Holder, Elevator Recall, Smoke Control, etc.)	\$5.00	
			FY 07	\$2.00	\$2.00 per Voice Alarm System Device	\$2.00	
					(Phone or Radio hookup)		
		Flat Rate Permits	FY 06	\$35.00	\$35.00	\$35.00	
		Flat Rate Permits: Includes: siding, replacement windows, pools, sheds, buried tanks, pad mounted generators, temporary structures, change-in-occupancy with no construction.					
		Demolition Permits	FY 06	\$50.00	\$50.00 For structures up to 2,000 SF floor area	\$50.00	
			FY 04	\$10.00	\$10.00 per \$1,000 of demolition cost for structures over 2,000sf	\$10.00	
		General Renovations					
		Residential Rates	FY 04	\$7.00	\$7.00 per \$1,000 of renovation cost	\$7.00	
		Commercial Rates	FY 04	\$10.00	\$10.00 per \$1,000 of renovation cost	\$10.00	
		<p>If, in the opinion of the Code Official, the type of residential renovation or repair does not lend itself to a square footage calculation, then the permit fee shall be based on (1) \$7.00 per \$1,000 of renovation cost. If there is a fee difference between the square foot rate and the construction cost rate, the rate yielding the larger amount shall be assessed.</p> <p>If, in the opinion of the Code Official, the type of commercial renovation or repair does not lend itself to a square footage calculation, then the permit fee shall be based on (2) \$10.00 per \$1,000 of renovation cost. If there is a fee difference between the square foot rate and the construction cost rate, the rate yielding the larger amount shall be assessed.</p>					
			FY 04	\$7.00	\$7.00	\$7.00	
			FY 04	\$10.00	\$10.00	\$10.00	
		Sign Permits-Minimum Fee	FY 04	\$50.00	\$50.00	\$50.00	
		Special Event Sign	FY 07	\$35.00	\$35.00 per single event	\$35.00	
		Fee per sq ft of sign area (Permanent or Temporary	FY 04	\$1.00	\$1.00	\$1.00	
		Reinspection Fee	FY 07	\$100.00	\$100.00 Per Reinspection	\$100.00	

Chapter 12: Part I Section 109.7

**City of Portsmouth
Fee Schedule
Inspection Department**

* (Indicates change from current fee)

<u>Ordinance / Non-Ordinance Title</u>	<u>NOTES</u>	<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2013 Schedule</u>	<u>FY 2014 Schedule</u>	<u>Suggested FY 2015 Schedule</u>
International Building Code- and <u>Chapter 12: Part II Section R109.5</u> International Residential Code-						
<u>Chapter 12: Part I Section 108.4</u> International Building Code- and <u>Chapter 12: Part II Section R108.7</u> International Residential Code-		<p>Fee for Nonpermitted Work</p> <p>Any person who is found to have demolished, constructed, altered, removed, or changed the use of a building or structure without the benefit of a building, electrical, plumbing, mechanical, or change in use permit shall, upon issuance of said permit(s), be assessed a charge of (1) 200% of the regular permit fee or (2) \$200.00 whichever is greater. If the regular permit fee is over(3) \$200.00, the permit fee shall be the regular fee plus(4) \$200.00.</p>				
			FY 04	\$2.00	\$2.00	\$2.00
			FY 07	\$300.00	\$300.00	\$300.00
			FY 07	\$300.00	\$300.00	\$300.00
			FY 07	\$300.00	\$300.00	\$300.00
<u>Chapter 12: Part I Section 110.6</u> International Building Code- and <u>Chapter 12: Part II Section R110.6</u> International Residential Code-						
		Fee for Certificate of Use and Occupancy	FY 07	\$100.00	\$100.00	\$100.00
<u>Chapter 12: Part I Section 106.3.6</u> International Building Code-		<p>Outside Plan Review Services (adjustment to permit) (for all applicable building permits meaning building,electric, plumbing, mechanical or fire protection permits)</p>	FY 14	-30%	-20%	-20%

ELECTRICAL FEES:

Chapter 12: Part I Section 108.2

International Building Code-

Following is a summary of Electrical Permits:
FY 13

**City of Portsmouth
Fee Schedule
Inspection Department**

* (Indicates change from current fee)

<u>Ordinance / Non-Ordinance</u> Title	NOTES	<u>Description</u>	<u>Fiscal Year</u> <u>Last Adjusted</u>	<u>FY 2013</u> <u>Schedule</u>	<u>FY 2014</u> <u>Schedule</u>	<u>Suggested</u> <u>FY 2015</u> <u>Schedule</u>
and Chapter 12: Part II Section R108.2 International Residential Code-	FY 13 Permits: 591 Permit Fees: \$99,138	Plan Review Fee	FY 04	\$50.00	\$50.00	\$50.00
		Special Inspection Fee	FY 07	\$60.00	\$60.00 Per Hour	\$60.00
		Emergency Inspection Fee	FY 07	\$60.00	\$60.00 Per Hour	\$60.00
		Reinspection fees	FY 07	\$100.00	\$100.00 Each additional inspection after the second rejection for the same item(s)	\$100.00
		Minimum Electric Permit Fee	FY 07	\$50.00	\$50.00	\$50.00
		Residential-Service Equipment				
		Single Phase	FY 07	\$25.00	\$25.00 up to & including 100 Amps.	\$25.00
		Single Phase	FY 08	\$50.00	\$50.00 101 to 200 Amps.	\$50.00
		Single Phase	FY 07	\$70.00	\$70.00 201 to 400 Amps.	\$70.00
		Single Phase	FY 07	\$15.00	\$15.00 Meters (each)	\$15.00
		Lighting Fixtures, Power Utilization				
		Equipment & Outlets	FY 04	\$1.00	\$1.00 Each Device	\$1.00
		Pad Mounted Generators:				
		12 KW or less	FY 12	\$75.00	\$75.00	\$75.00
		13 KW to 20 KW	FY 12	\$125.00	\$125.00	\$125.00
		21 KW and above	FY 12	\$175.00	\$175.00	\$175.00
		Manual Gen. set transfer	FY 12	\$10.00	\$10.00	\$10.00
		Automatic Gen. set transfer	FY 12	\$25.00	\$25.00	\$25.00
		All fees shall be rounded up to the nearest \$5.00 with a minimum	FY 04	\$50.00	\$50.00	\$50.00
		Commercial-Contract Cost Fee Method				
		First \$5000.00 of electrical construction cost from				
		\$0.01 to \$5,000.00	FY 04	\$25.00	\$25.00 Rate per Thousand Dollars of Contract Cost	\$25.00
		Next \$5000.00 of electrical construction cost from				
		\$5,000.01 to \$10,000.00	FY 04	\$20.00	\$20.00 Rate per Thousand Dollars of Contract Cost	\$20.00
		Next \$5000.00 of electrical construction cost from				
		\$10,000.01 to \$15,000.00	FY 04	\$15.00	\$15.00 Rate per Thousand Dollars of Contract Cost	\$15.00

**City of Portsmouth
Fee Schedule
Inspection Department**

* (Indicates change from current fee)

<u>Ordinance / Non-Ordinance Title</u>	<u>NOTES</u>	<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2013 Schedule</u>	<u>FY 2014 Schedule</u>	<u>Suggested FY 2015 Schedule</u>	
<u>Chapter 12: Part I Section 109.7</u> International Building Code- and <u>Chapter 12: Part II Section R109.5</u> International Residential Code-		<p>Each \$1000.00 of electrical construction cost from</p> <hr/> <p>\$15,000.01 & over FY 07 \$10.00 \$10.00 Rate per Thousand Dollars of Contract Cost</p> <hr/> <p>Reinspection fees</p> <p>If, upon being called for any inspection, the work is not in compliance with this Code, verbal notice will be given as to the deficiencies and such deficiencies shall be noted on the code official's report. The permit holder shall be responsible for correcting the item(s) and for notifying the code official to reinspect said deficiencies. If when called to reinspect these deficiencies, all is correct, no further action will be taken. However, if during the first reinspection, the work in question has not been corrected, there will be a \$50.00 reinspection fee assessed, which must be paid at the Inspection Office before a third inspection will be made. For each subsequent reinspection of the same deficiency or deficiencies, a like procedure and fee shall be assessed.</p> <hr/> <p>FY 07 \$100.00 \$100.00</p> <hr/>				\$10.00	
<u>Chapter 14: Section 102A E</u> Housing Code	City does not currently collect fee or issue certificate	Certificate of Occupancy	Pre FY 02	\$1.00	\$1.00	Per Building (Good for 3 years)	\$1.00

PLUMBING/MECHANICAL PERMIT FEES:

<u>Chapter 15, Part I of II: Section 106.6.2</u> International Plumbing Code & <u>Chapter 15, Part II of II: Section 106.5.2</u> International Mechanics Code	<u>NOTES</u>	<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2013 Schedule</u>	<u>FY 2014 Schedule</u>	<u>Suggested FY 2015 Schedule</u>	
Permits: 792 Permit Fees: \$132,110	Following is a summary of Plumbing Permits:	Residential rate:					
		Fee per fixture (plumbing or gas)	Pre FY 02	\$5.00	\$5.00	Each	\$5.00
		Water distribution piping (per dwelling)	FY 07	\$30.00	\$30.00	Each	\$30.00
		Waste and vent piping (per dwelling)	FY 07	\$30.00	\$30.00	Each	\$30.00
		Septic System (per dwelling)	FY 07	\$30.00	\$30.00	Each	\$30.00
		Gas distribution piping (per gas meter)	FY 07	\$30.00	\$30.00	Each	\$30.00
		Heating & Cooling Equipment: (Boiler, Furnace, Airhandlers, Unit Heaters, Condenser, Gas Logs, Fireplace Inserts, Solid Fuel Stoves, etc...)	FY 10	\$20.00	\$20.00	per Mechanical Equipment	\$20.00
		Gas Appliance: (Cloths Dryers, Range/Oven)					

**City of Portsmouth
Fee Schedule
Inspection Department**

* (Indicates change from current fee)

Ordinance / Non-Ordinance
Title

NOTES

<u>Description</u>	<u>Fiscal Year</u> <u>Last Adjusted</u>	<u>FY 2013</u> <u>Schedule</u>	<u>FY 2014</u> <u>Schedule</u>	<u>Suggested</u> <u>FY 2015</u> <u>Schedule</u>
Water Heater, etc....)	FY 10	\$5.00	\$5.00 per Gas Appliance	\$5.00
Air Distribution System:	FY 10	\$5.00	\$5.00 per Register	\$5.00
Minimum Permit Fee	FY 07	\$50.00	\$50.00	\$50.00
Commercial rate:				
Required Plan Review Fee	FY 04	\$50.00	\$50.00 Plumbing	\$50.00
(Per contractor and for each revision of plans)	FY 04	\$50.00	\$50.00 Mechanical	\$50.00
Minimum Permit Fee:	FY 04	\$50.00	\$50.00	\$50.00
Commercial-Contract Cost Fee Method				
First \$5000.00 of electrical construction cost from				
\$0.01 to \$5,000.00	FY 07	\$25.00	\$25.00 Rate per Thousand Dollars of Contract Cost	\$25.00
Next \$5000.00 of electrical construction cost from				
\$5,000.01 to \$10,000.00	FY 07	\$20.00	\$20.00 Rate per Thousand Dollars of Contract Cost	\$20.00
Next \$5000.00 of electrical construction cost from				
\$10,000.01 to \$15,000.00	FY 07	\$15.00	\$15.00 Rate per Thousand Dollars of Contract Cost	\$15.00
Each \$1000.00 of electrical construction cost from				
\$15,000.01 & over	FY 07	\$10.00	\$10.00 Rate per Thousand Dollars of Contract Cost	\$10.00
Commercial Range & Duct Extinguishing System:				
Base Permit Fee (Per System):	FY 06	\$150.00	\$150.00	\$150.00
At time of first inspection, if system(s) are not ready for testing within 1/2 hour from time of inspectors arrival, or if system fails the inspection, a reinspection shall be scheduled after paying a \$150 fee. This procedure and fee shall be repeated for each failed inspection or incomplete system visit.				
	FY 13	\$300.00	\$300.00	\$300.00
Special Inspection Fee	FY 07	\$60.00	\$60.00 Per hour	\$60.00
Emergency Inspection Fee	FY 07	\$60.00	\$60.00 Per Hour	\$60.00

**City of Portsmouth
Fee Schedule
Inspection Department**

* (Indicates change from current fee)

<u>Ordinance / Non-Ordinance Title</u>	<u>NOTES</u>	<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2013 Schedule</u>	<u>FY 2014 Schedule</u>	<u>Suggested FY 2015 Schedule</u>
<u>Chapter 15, Part I of II: Section 107.1.2.4</u> International Plumbing Code		Reinspection Fee	FY 07	\$100.00	\$100.00	\$100.00
<u>Chapter 15, Part II of II: Section 107.6</u> International Mechanics Code		Reinspection Fee	FY 07	\$100.00	\$100.00	\$100.00
<u>Chapter 15, Part I of II: Section 108.8</u> International Plumbing Code		Work Commencing Before Permit Issuance Any person who is found to have done plumbing work without the proper permits shall, upon issuance of said permit(s), be assessed a charge of (1)150% of the regular permit fee or (2)\$100.00 whichever is greater. If the regular permit fee is over (3) \$200.00, the permit fee shall be the regular fee plus (4) \$200.00				
			→ FY 04	\$2.00	\$2.00	\$2.00
			→ FY 07	\$300.00	\$300.00	\$300.00
			→ FY 07	\$300.00	\$300.00	\$300.00
			→ FY 07	\$300.00	\$300.00	\$300.00
<u>Chapter 15, Part II of II: Section 106.5.1</u> International Mechanic Code		Commencing work before permit issuance Any person who is found to have done mechanical work without the proper permits shall, upon issuance of said permit(s), be assessed a charge of (1)150% of the regular permit fee or(2) \$100.00 whichever is greater. If the regular permit fee is over (3) \$200.00, the permit fee shall be the regular fee plus (4) \$200.00.				
			→ FY 04	\$2.00	\$2.00	\$2.00
			→ FY 07	\$300.00	\$300.00	\$300.00
			→ FY 07	\$300.00	\$300.00	\$300.00
			→ FY 07	\$300.00	\$300.00	\$300.00

**City of Portsmouth
Fee Schedule
Police Department**

* (Indicates change from current fee)

<u>Ordinance / Non-Ordinance Title</u>	<u>NOTES</u>	<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2013 Schedule</u>	<u>FY 2014 Schedule</u>	<u>Suggested FY 2015 Schedule</u>		
Chapter 5: Article VIII Section 802								
Alarm Systems Service Charge								
	FY 13 Police-Unfounded Emergency Calls were as follows:							
	Occurrences	Revenue						
	666	No charge	Police-Unfounded Emergency calls	Pre FY 02	No Charge	No Charge	0-3 Occurrences per calendar year	No Charge
	74	\$5,550.00	Police-Unfounded Emergency calls	FY 08	\$75.00	\$75.00	4th Occurrence per calendar year	\$75.00
	51	\$3,825.00	Police-Unfounded Emergency calls	FY 08	\$75.00	\$75.00	5th Occurrence per calendar year	\$75.00
	41	\$3,075.00	Police-Unfounded Emergency calls	FY 08	\$75.00	\$75.00	6th Occurrence per calendar year	\$75.00
	36	\$3,600.00	Police-Unfounded Emergency calls	FY 08	\$100.00	\$100.00	7th Occurrence per calendar year	\$100.00
	24	\$3,600.00	Police-Unfounded Emergency calls	FY 10	\$150.00	\$150.00	8th Occurrence per calendar year	\$150.00
	14	\$2,800.00	Police-Unfounded Emergency calls	FY 10	\$200.00	\$200.00	9th Occurrence per calendar year	\$200.00
	46	\$13,800.00	Police-Unfounded Emergency calls	FY 08	\$300.00	\$300.00	10th-15th Occurrences per calendar year	\$300.00
	12	\$4,800.00	Police-Unfounded Emergency calls	FY 09	\$400.00	\$400.00	16th-20th Occurrences per calendar year	\$400.00
	6	\$3,000.00	Police-Unfounded Emergency calls	FY 10	\$500.00	\$500.00	21th-25th Occurrences per calendar year	\$500.00
	3	\$3,000.00	Police-Unfounded Emergency calls	FY 10	\$1,000.00	\$1,000.00	Each Occurrences 26 or over per calendar year	\$1,000.00
	973	\$47,050.00	Fire-Unfounded Emergency calls	Pre FY 02	No Charge	No Charge	0-2 Occurrences per January to June	No Charge
			Fire-Unfounded Emergency calls	Pre FY 02	\$50.00	\$50.00	Each Occurrence over 2 per January to June	\$50.00
	Total calls by FY		Fire-Unfounded Emergency calls	Pre FY 02	No Charge	No Charge	0-2 Occurrences per July to December	No Charge
	FY 12	1,005	Fire-Unfounded Emergency calls	Pre FY 02	\$50.00	\$50.00	Each Occurrence over 2 per July to December	\$50.00
	FY 11	1,030						
	FY 10	1,031						
	FY 09	1,041						
	FY 08	1,224						
	FY 07	1,335						
	Fire Department does not currently monitor unfounded Emergency calls							
Chapter 7: Article V Section 504								
Bicycles	Fee is not charged		License	Pre FY 02	No Charge	No Charge		No Charge
Non-Ordinance	FY 13 0 Occurrences		U-Visa research	FY 13	\$150.00	\$150.00		\$150.00

**City of Portsmouth
Fee Schedule
Fire Department**

*** (Indicates change from current fee)**

<u>Ordinance / Non-Ordinance Title</u>	<u>NOTES</u>	<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2013 Schedule</u>	<u>FY 2014 Schedule</u>	<u>Suggested FY 2015 Schedule</u>
Chapter 5: Article IV Section 406						
Petroleum Inspector	N/A	Compensation	Pre FY 02	\$0.32	\$0.32	per 1,000 gallons
						(not to exceed the sum
						of \$2.00 per tanker)
						(minimum fee shall not
						be less than \$1.00)
Chapter 5: Article IX Section F403.2						
Open Burning	FY 13 there were 145 permits issued for \$1,809		FY 13	\$10.00	\$10.00	Inspection Fee
Non-Ordinance	FY 13 there were 9 reports researched for \$225	Environmental Reports and Research	FY 06	\$25.00	\$25.00	

**City of Portsmouth
Fee Schedule
Public Works**

* (Indicates change from current fee)

<u>Ordinance / Non-Ordinance</u> Title	<u>NOTES</u>	<u>Description</u>	<u>Fiscal Year</u> <u>Last Adjusted</u>	<u>FY 2013</u> <u>Schedule</u>	<u>FY 2014</u> <u>Schedule</u>	<u>FY 2015</u> <u>Schedule</u>	<u>Suggested</u>
Non-Ordinance	FY 13 there were 131 permits issued for approximately \$30,425	Excavation Permit	FY 14	\$100.00	\$150.00 1st 100 sf.	*	\$200.00
			PRE FY 02	\$25.00	\$25.00 each additional 100 sf.	*	\$100.00
Non-Ordinance	New fee for FY 14	Flagging Permit	FY 14	N/A	\$25.00		
Non-Ordinance	New fee for FY 15	Rental Fees-Note: The following rental fees will be waived for Portsmouth based Non-Profits					
		Cone	FY 15	N/A	N/A ea/ per event	*	\$1.50
		Trash/Recycling Receptacle	FY 15	N/A	N/A ea/ per event	*	\$2.00
		Wood Barricade	FY 15	N/A	N/A ea/ per event	*	\$2.00
		Metal Barricade	FY 15	N/A	N/A ea/ per event	*	\$4.00
		Sign	FY 15	N/A	N/A ea/ per event	*	\$5.00
		Maps					
Non-Ordinance		Copy of existing map: 8 1/2 x 11 (B & W)	FY 06	\$0.50	\$0.50 Each Print		\$0.50
Non-Ordinance		11 x 17 (B & W)	PRE FY 02	\$0.50	\$0.50 Each Print		\$0.50
Non-Ordinance		22 x 34 (B & W)	FY 09	\$10.00	\$10.00 Each Print		\$10.00
Non-Ordinance		24 x 36 (B & W)	FY 09	\$10.00	\$10.00 Each Print		\$10.00
Non-Ordinance		44 x 34 (B & W)	FY 09	\$20.00	\$20.00 Each Print		\$20.00
Non-Ordinance		Plot existing maps: 8 1/2 x 11	FY 06	\$5.00	\$5.00 Each Print		\$5.00
Non-Ordinance		11 x 17	FY 06	\$5.00	\$5.00 Each Print		\$5.00
Non-Ordinance		22 x 34	PRE FY 02	\$10.00	\$10.00 Each Print		\$10.00
Non-Ordinance		24 x 36	PRE FY 02	\$10.00	\$10.00 Each Print		\$10.00
Non-Ordinance		44 x 34	PRE FY 02	\$20.00	\$20.00 Each Print		\$20.00
Non-Ordinance		Utility/Geodetic Control Map-					
Non-Ordinance		for individual property 8 1/2 x 11 (Color)	FY 09	\$0.00	\$0.00		\$0.00
Non-Ordinance		by Email	FY 09	\$0.00	\$0.00		\$0.00
Non-Ordinance		on Cd	FY 09	\$10.00	\$10.00		\$10.00
Non-Ordinance		Maps in PDF format: Tax Map CD	FY 09	\$10.00	\$10.00		\$10.00

**City of Portsmouth
Fee Schedule
Public Works**

* (Indicates change from current fee)

<u>Ordinance / Non-Ordinance</u> Title	NOTES	<u>Description</u>	<u>Fiscal Year</u> <u>Last Adjusted</u>	<u>FY 2013</u> <u>Schedule</u>	<u>FY 2014</u> <u>Schedule</u>	<u>Suggested</u> <u>FY 2015</u> <u>Schedule</u>
Non-Ordinance		Standard GIS and CAD Data DVD:	FY 09	\$50.00	\$50.00	\$50.00
		Custom Disk of Historical Data (CD or DVD)	FY 09	\$100.00	\$100.00	\$100.00
	FY 13 activity:					
	Occurrence	Revenue				
Non-Ordinance	170	\$850.00	FY 04	\$5.00	\$5.00 per tire	\$5.00
Non-Ordinance	1134	\$9,072.00	FY 04	\$8.00	\$8.00 per unit	* \$10.00
Non-Ordinance	359	\$3,590.00	FY 04	\$10.00	\$10.00 per unit	\$10.00
Non-Ordinance		Yard Waste Disposal (contractors)	FY 15	N/A	N/A	* \$25.00
Non-Ordinance	279	\$2,790.00	FY 04	\$10.00	\$10.00 per Pickup Truck or Trailer	Delete
Non-Ordinance	0	\$0.00	FY 04	\$11.00	\$11.00 per 1 ton dump	Delete
Non-Ordinance	5	\$60.00	FY 04	\$12.00	\$12.00 per tree chipper box	Delete

**City of Portsmouth
Fee Schedule
Recreation**

* (Indicates change from current fee)

<u>Ordinance / Non-Ordinance Title</u>	<u>NOTES</u>	<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2013 Schedule</u>	<u>FY 2014 Schedule</u>	<u>Suggested FY 2015 Schedule</u>
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RECREATION-SPINNAKER PT.

Calendar Year Information:			
	2012	2013	
	Members	Members	
Non-Ordinance	Adult	1,048	1,005
Non-Ordinance	Sr. Citizen	421	410
Non-Ordinance	Other	117	268
Non-Ordinance	FY Revenue	\$144,307	\$167,909

Non-Ordinance	Adult Resident	FY 14	\$192.00	\$216.00	per year	\$216.00
Non-Ordinance	Senior Citizen Resident	FY 14	\$96.00	\$108.00	per year	\$108.00
Non-Ordinance	Adult Non-Resident	FY 14	\$384.00	\$432.00	per year	\$432.00
Non-Ordinance	Senior Citizen Non-Resident	FY 14	N/A	\$216.00	per year	\$216.00
Non-Ordinance	Daily Guest Fee Resident	PRE FY 02	\$5.00	\$5.00	per day	\$5.00
Non-Ordinance	Daily Guest Fee Non-Resident	FY 12	\$10.00	\$10.00	per day	\$10.00

RECREATION-INDOOR POOL

Per the "Consolidation Lease and Operations Agreement to Maintain the Portsmouth Public Pool"
Article III Section 3.2
SIPP shall set prices for all services offered on the Premises including:
classes, lessons, memberships, rental fees, and special event operations subject to the following:
All prices affecting City residents shall be subject to review and approval by the City Manager or his designee.

The Recreation Department reported the following Indoor Pool revenue:			
	FY 11	FY 12	FY 13
Non-Ordinance	\$304,532	\$351,561	\$448,361

Non-Ordinance	5 & Under, Resident	FY 11	\$3.00	\$3.00	per session	\$3.00
Non-Ordinance	5 & Under, Non-Resident	FY 11	\$5.00	\$5.00	per session	\$5.00
Non-Ordinance	5 & Under, Resident/Membership	FY 11	\$180.00	\$180.00	per year	\$180.00
Non-Ordinance	5 & Under, Non-Resident/Membership	FY 11	\$240.00	\$240.00	per year	\$240.00
Non-Ordinance	6-17, Resident	FY 11	\$5.00	\$5.00	per session	\$5.00
Non-Ordinance	6-17, Non-Resident	PRE FY 02	\$10.00	\$10.00	per session	\$10.00
Non-Ordinance	6-17, Resident/Membership	FY 11	\$180.00	\$180.00	per year	\$180.00
Non-Ordinance	6-17, Non-Resident/Membership	FY 11	\$240.00	\$240.00	per year	\$240.00
Non-Ordinance	18-59, Resident	FY 11	\$5.00	\$5.00	per session	\$5.00
Non-Ordinance	18-59, Non-Resident	FY 11	\$10.00	\$10.00	per session	\$10.00
Non-Ordinance	18-59, Resident/Membership	FY 11	\$300.00	\$300.00	per year	\$300.00

**City of Portsmouth
Fee Schedule
Recreation**

* (Indicates change from current fee)

<u>Ordinance / Non-Ordinance Title</u>	<u>NOTES</u>	<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2013 Schedule</u>	<u>FY 2014 Schedule</u>	<u>Suggested FY 2015 Schedule</u>	
Non-Ordinance		18-59, Non-Resident/Membership	FY 11	\$540.00	\$540.00 per year	\$540.00	
Non-Ordinance		Senior Citizen, Resident	FY 11	\$3.00	\$3.00 per session	\$3.00	
Non-Ordinance		Senior Citizen, Non-Resident	FY 11	\$5.00	\$5.00 per session	\$5.00	
Non-Ordinance		Senior Citizen, Resident/Membership	FY 11	\$240.00	\$240.00 per year	\$240.00	
Non-Ordinance		Senior Citizen, Non-Resident/Membership	FY 11	\$300.00	\$300.00 per year	\$300.00	
Non-Ordinance		First Adult, Resident/Family Rate	FY 11	\$300.00	\$300.00 per year	\$300.00	
Non-Ordinance		First Adult, Non-Resident/Family Rate	FY 11	\$540.00	\$540.00 per year	\$540.00	
Non-Ordinance		Second Adult, Resident/Family Rate	FY 11	\$180.00	\$180.00 per year	\$180.00	
Non-Ordinance		Second Adult, Non-Resident/Family Rate	FY 11	\$300.00	\$300.00 per year	\$300.00	
Non-Ordinance		Maximum Per Family, Resident/Family Rate	FY 11	\$720.00	\$720.00 per year	\$720.00	
Non-Ordinance		Maximum Per Family, Non-Resident/Family Rate	FY 11	\$720.00	\$720.00 per year	\$720.00	
		Swimming Lessons (rates based on a 8 lesson Session)					
		Resident Member	FY 11	\$30.00	\$30.00	\$30.00	
		Resident Non-Member	FY 11	\$45.00	\$45.00	\$45.00	
		Non-Resident Member	FY 11	\$65.00	\$65.00	\$65.00	
		Non-Resident Non-Member	FY 11	\$100.00	\$100.00	\$100.00	
Non-Ordinance		Pool Rental	FY 11	\$150.00	\$150.00 per hour	\$150.00	
Non-Ordinance		per staff	FY 09	\$40.00	\$40.00	\$40.00	
		New Member Processing Fee	FY 11	\$25.00	\$25.00	\$25.00	
RECREATION-OUTDOOR POOL							
Non-Ordinance	The Recreation Department reported the following Outdoor Pool usage: 2012 2013 Revenue Collected \$35,225 \$31,259	18 & Under, Resident	PRE FY 02	\$0.00	\$0.00 per day	\$0.00	
Non-Ordinance		18 & under, Non-Resident	FY 12	\$2.00	\$2.00 per day	\$2.00	
Non-Ordinance		19 & Over, Resident	FY 12	\$2.00	\$2.00 per day	\$2.00	
Non-Ordinance		19 & over, Non-Resident	FY 12	\$4.00	\$4.00 per day	\$4.00	
RECREATION-MISCELLANEOUS							

**City of Portsmouth
Fee Schedule
Recreation**

* (Indicates change from current fee)

<u>Ordinance / Non-Ordinance Title</u>	<u>NOTES</u>	<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2013 Schedule</u>	<u>FY 2014 Schedule</u>	<u>Suggested FY 2015 Schedule</u>
Non-Ordinance		Field/Gym-Organized Teams(all inclusive)	FY 14	\$25.00	\$30.00 per team	\$30.00
Non-Ordinance		Practice-Field/Gym use (does not apply to youth athletics including Little League)	FY 12	\$20.00	\$20.00	\$20.00
		Co-sponsored (non-swim team) programs maintenance fee (placed in maintenance fund)	FY 06	\$200.00	\$200.00 per team	\$200.00
		Non-Resident participants in co-sponsored (non-swim team) programs (placed in maintenance fund)	FY 06	\$20.00	\$20.00 per person	\$20.00
Non-Ordinance		Electrical Light Usage at Ballfields(does not apply to youth athletics)	FY 14	\$45.00	\$60.00	\$60.00
Non-Ordinance		Room Rental	PRE FY 02	\$10.00	\$10.00	\$10.00
		Peirce Island Boat Launch:				
Non-Ordinance	FY 13 Boat Ramp fees collected:	Boat Launch (Non-Resident)	FY 14	\$100.00	\$150.00 per season	\$150.00
Non-Ordinance	\$8,585	Boat Launch (Non-Resident)	FY 14	\$15.00	\$20.00 per launch	\$20.00
Non-Ordinance		Kayaks, non-motorized (Non-Resident)	FY 14	\$5.00	\$10.00 per launch	\$10.00
Non-Ordinance		Kayaks, non-motorized (Non-Resident)	FY 14	\$50.00	\$75.00 per season	\$75.00
Non-Ordinance		Commercial (Non-Resident)	FY 14	\$30.00	\$50.00 per launch	\$50.00

City of Portsmouth
 Fee Schedule
 Health Department

* (Indicates change from current fee)

Ordinance / Non-Ordinance
 Title

NOTES

Description

Fiscal Year
 Last Adjusted

FY 2013
 Schedule

FY 2014
 Schedule

Suggested
 FY 2015
 Schedule

HEALTH

FY 13 Health Permits were as follows:

	# of Permits	Fees Collected
Non-Ordinance		
Non-Ordinance	9	\$3,150.00
Non-Ordinance	18	\$6,300.00
Non-Ordinance	43	\$15,050.00
Non-Ordinance	10	\$3,000.00
Non-Ordinance	31	\$7,440.00
Non-Ordinance	28	\$5,040.00
Non-Ordinance	103	\$12,875.00
Non-Ordinance		
Non-Ordinance		
Non-Ordinance		
Non-Ordinance	12	\$4,200.00
Non-Ordinance	6	\$480.00
Non-Ordinance		
Non-Ordinance	34	\$1,700.00
Non-Ordinance		
Non-Ordinance	4	\$800.00
Non-Ordinance	Individual occurrences not tracked	
Non-Ordinance	Individual occurrences not tracked	
Non-Ordinance	Individual occurrences not tracked	

Class	Description	Fiscal Year Last Adjusted	FY 2013 Schedule	FY 2014 Schedule	Suggested FY 2015 Schedule
A4	Restaurants (400 + seating capacity)	FY 14	\$350.00	\$500.00	\$500.00
A3	Restaurants (300-399 seating capacity)	FY 14	\$350.00	\$450.00	\$450.00
A2	Restaurants (200-299 seating capacity)	FY 14	\$350.00	\$400.00	\$400.00
A1	Restaurants (100-199 seating capacity)	FY 07	\$350.00	\$350.00	\$350.00
B	Restaurants (76-99 seating capacity)	FY 07	\$300.00	\$300.00	\$300.00
C	Restaurants (51-75 seating capacity)	FY 07	\$240.00	\$240.00	\$240.00
D	Restaurants (26-50 seating capacity)	FY 07	\$180.00	\$180.00	\$180.00
E	Restaurants (0-25 seating capacity)	FY 07	\$125.00	\$125.00	\$125.00
E	Bakeries	FY 07	\$125.00	\$125.00	\$125.00
E	Markets or stores with less than 2 food preparation areas selling prepared foods and inc. fish markets, seafood stores and fish processing facilities	FY 07	\$125.00	\$125.00	\$125.00
E	Catering	FY 07	\$125.00	\$125.00	\$125.00
F	Supermarkets	FY 14	\$350.00	\$500.00	\$500.00
G	Bed and Breakfast Operations	FY 07	\$80.00	\$80.00	\$80.00
G	Nursing Home (Food Service)	FY 07	\$80.00	\$80.00	\$80.00
H	Prepackaged Foods (movie theaters, gas stations, video, candy, department, drug stores)	PRE FY 02	\$50.00	\$50.00	\$50.00
M	Mobile Food Operations	FY 12	\$200.00	\$200.00	\$200.00
T	Temporary Food Permit (Portsmouth business with food service permit exempt)	FY 14	\$100.00	\$125.00 (up to two (2) weeks before the day of the event)	\$125.00
		PRE FY 02	\$100.00	\$100.00 (additional thereafter)	\$100.00
TT	Sampling for non potentially hazardous foods (14 days or less)	FY 10	\$15.00	\$15.00 (up to four (4) weeks before the day of the event)	\$15.00

**City of Portsmouth
Fee Schedule
Health Department**

* (Indicates change from current fee)

Ordinance / Non-Ordinance
Title

NOTES

Non-Ordinance
Non-Ordinance
Non-Ordinance

Non-Ordinance

<u>Description</u>	<u>Fiscal Year</u> <u>Last Adjusted</u>	<u>FY 2013</u> <u>Schedule</u>	<u>FY 2014</u> <u>Schedule</u>	<u>Suggested</u> <u>FY 2015</u> <u>Schedule</u>
(Portsmouth business with food service permit exempt)				
	<u>FY 10</u>	<u>\$40.00</u>	<u>\$40.00 (additional thereafter)</u>	<u>\$40.00</u>
V Limited Events (1 to 4 events per year)	<u>FY 14</u>	<u>\$60.00</u>	<u>\$150.00</u>	<u>\$150.00</u>
W Farmer's Market Permit (period 5/01/xx-11/01/xx)	<u>FY 07</u>	<u>\$140.00</u>	<u>\$140.00</u>	<u>\$140.00</u>
X No Fee for Health Department Permits:				
Religious Organizations				
Youth Groups				
School Related organizations	<u>FY 10</u>	<u>No Fee</u>	<u>No Fee</u>	<u>No Fee</u>
These organizations will need to obtain the appropriate Health Permit however there will be no fee associated with the permit.				
Y Fundraiser Permit	<u>FY 14</u>	<u>\$100.00</u>	<u>\$200.00 per event</u>	<u>\$200.00</u>

**City of Portsmouth
Fee Schedule
Parking / Transportation**

* (Indicates change from current fee)

<u>Ordinance / Non-Ordinance</u>	<u>NOTES</u>	<u>Description</u>	<u>Fiscal Year</u> <u>Last Adjusted</u>	<u>FY 2013</u> <u>Schedule</u>	<u>FY 2014</u> <u>Schedule</u>	<u>Suggested</u> <u>FY 2015</u> <u>Schedule</u>
Chapter 6: Article XIII Section 1307						
Vendor from Motor Vehicle	FY 13-No permits issued	Vendor From Motor Vehicle Permit April 15- November 15	FY 10	\$5,000.00	\$5,000.00 Minimum Bid	\$5,000.00
Non-Ordinance						
Valet Parking	FY 13 - 0 vendors \$0	Valet - from non High Occupancy Metered Parking Spaces	FY 10	\$10.00	\$10.00 space per day	\$10.00
	FY 13 - 1 vendor \$3,564	Valet - from High Occupancy Metered Parking Spaces	FY 14	N/A	\$15.00 space per day	\$15.00
	FY 13 - 2 permits issued \$1,000	Valet - from Commercial Loading Zone	FY 10	\$500.00	\$500.00 annually	\$500.00
Chapter 7: Article I Section 114A						
Construction Permit	Revenue: FY 11 FY 12 FY 13 \$62,665 \$27,890 \$71,392	Meter Bag	FY 13	\$30.00	\$30.00 Per Day	\$30.00
Chapter 7: Article I Section 114B						
Construction Permit		Meter Bag	FY 13	Delete	Delete Cost of Bag	Delete
Chapter 7: Article III Section 321G						
Snow Emergency-Parking Ban		Resident Snow Ban Rate for Parking in High Hanover	FY 07	\$3.00	\$3.00 per Snow Ban Event	\$3.00
Chapter 7: Article IV Section 402 C						
High Hanover Parking Garage	Hourly rate revenue: FY 11 FY 12 FY 13 \$1,295,817 \$1,338,958 \$1,318,963	Rates	FY 14	\$0.75	\$1.00 Hourly Rate	\$1.00
	Monthly pass revenue: FY11 FY 12 FY 13 \$571,648 \$595,950 \$756,815		FY 13	Free	Free Resident-Sunday	Free
	Pass Reinstatement revenue: FY 11 FY 12 FY 13 \$2,805 \$2,865 \$3,265		FY 1997	\$50.00	\$50.00 Monthly Pass Nighttime (7pm-7am)	* \$65.00
	Monthly passes as of Dec 13 as follows: 383 - \$100 per month (24 hr passes) 358 - \$80 per month (day passes) 2 - \$50 per month (night passes) 56 on waiting list		FY 1997	\$80.00	\$80.00 Monthly Pass Daytime (7am-7pm)	* \$110.00
			FY 1997	\$100.00	\$100.00 Monthly Pass 24 hr	* \$135.00
			FY 03	\$50.00	\$50.00 per booklet of 100 validation stamps	\$50.00
			FY 11	\$15.00	\$15.00 Lost Ticket Fee/Max Daily rate	\$15.00
			FY 08	\$35.00	\$35.00 Garage Pass Deposit	\$35.00
			FY 08	\$15.00	\$15.00 Pass Reinstatement Fee-Leaseholders	\$15.00
		Electric Vehicle Reserved parking	FY 13	\$1.25	\$1.25 Per Hour Charge	\$1.25
Chapter 7: Article IV Section 408						
	FY 13- 0 permits issued					

**City of Portsmouth
Fee Schedule
Parking / Transportation**

* (Indicates change from current fee)

<u>Ordinance / Non-Ordinance Title</u>	<u>NOTES</u>	<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2013 Schedule</u>	<u>FY 2014 Schedule</u>	<u>Suggested FY 2015 Schedule</u>
Boat launch	111111 permits issued	Peirce Island Overnight Boat Launch Parking	FY 10	\$5.00	\$5.00	Nightly \$5.00
Chapter 7: Article VI Section 604						
Truck Loading/Unloading Zones	FY 13 - 81 permits issued for \$2,025	Commercial Loading Zone Permit	FY 10	\$25.00	\$25.00	Annually \$25.00
Chapter 7: Article IX Section 903						
Summons Administration Fee	Revenue: FY 11 \$9,415 FY 12 \$11,016 FY 13 \$2,900	Summons Administration Fee	FY 08	\$75.00	\$75.00	\$75.00
Chapter 7: Article X Section 1004B						
Towing	Revenue: FY 11 \$16,175 FY 12 \$11,219 FY 13 \$15,750	Boot Removal Administration Fee	FY 08	\$75.00	\$75.00	* \$150.00

**City of Portsmouth
Fee Schedule
Water / Sewer Divisions**

* (Indicates change from current fee)

<u>Ordinance / Non-Ordinance</u>	<u>NOTES</u>	<u>Description</u>	<u>Fiscal Year</u> <u>Last Adjusted</u>	<u>FY 2013</u> <u>Schedule</u>	<u>FY 2014</u> <u>Schedule</u>	<u>Suggested</u> <u>FY 2015</u> <u>Schedule</u>
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Title

Chapter 11: Article II Section 204

Private Sewage Disposal	see Chapter 15, Part II of II: Section 106.5.2 for Septic System fee(per dwelling)	Inspection Fee	PRE FY 02	N/A	N/A	N/A
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Chapter 11: Article II Section 205

Building Sewers and Connections	Permit and Inspection Fee	PRE FY 02	\$10.00	\$10.00	New Customer	* \$25.00
Storm Water Connection Permit Fee (Dependent upon revision of ordinance)	Permit and Inspection Fee	FY 06	\$200.00	\$200.00	New Customer	* \$250.00
Industrial Discharge Permit Fee, Including Permit Renewals	Class 1, Permit and Inspection Fee	FY 08	Consultant Based F	Consultant Based Fee		Consultant Based Fee
Industrial Discharge Permit Fee, Including Permit Renewals	Class 2, Permit and Inspection Fee	FY 08	Consultant Based F	Consultant Based Fee		Consultant Based Fee
Industrial Discharge Permit Fee, Including Permit Renewals	Class 3, Permit and Inspection Fee	FY 08	\$500.00	\$500.00	New Customer	\$500.00
Industrial Discharge Permit Fee, Including Permit Renewals	Class 4, Permit and Inspection Fee	FY 08	\$500.00	\$500.00	New Customer	\$500.00
Industrial Discharge Permit Fee, Including Permit Renewals	Class 5, Permit and Inspection Fee	FY 08	\$500.00	\$500.00	New Customer	\$500.00
Oil and Grease Trap Permit Fee	Permit and Inspection Fee	FY 06	\$100.00	\$100.00	New Customer	* \$150.00
Oil and Grease Trap Permit Renewal Fee	Permit and Inspection Fee	FY 06	\$50.00	\$50.00	Annual	* \$75.00

Non-Ordinance	FY13 Occurrences were as follows		WATER and SEWER FEES				
	Occurrences	Revenue					
Non-Ordinance			Finance Charge, Unpaid balances after due date	PRE FY 02	18% annual	18% annual	18% annual
Non-Ordinance	167	\$4,175	Turn On	FY 14	\$25.00	\$30.00 per occurrence	\$30.00
Non-Ordinance	140	\$3,500	Turn Off	FY 14	\$25.00	\$30.00 per occurrence	\$30.00
Non-Ordinance	428	\$14,980	Final Billing Request	FY 14	\$35.00	\$40.00 per occurrence	\$40.00
Non-Ordinance			Hydrant Rental Deposit	FY 08	\$1,000.00	\$1,000.00 per occurrence	\$1,000.00
Non-Ordinance	Occurrences not tracked individually		Yearly Account History	PRE FY 02	\$10.00	\$10.00 per occurrence	\$10.00
Non-Ordinance	5	\$175	Frozen Meter Repairs =< 1 1/2"	PRE FY 02	\$35.00	\$35.00 per occurrence	* \$50.00
Non-Ordinance			Frozen Meter Repairs >1 1/2"	PRE FY 02	\$50.00	\$50.00 per occurrence	* \$100.00

**City of Portsmouth
Fee Schedule
Water / Sewer Divisions**

* (Indicates change from current fee)

Ordinance / Non-Ordinance	NOTES	Description	Fiscal Year	FY 2013	FY 2014	Suggested FY 2015
			Last Adjusted	Schedule	Schedule	
		If parts exceed the minimum charge, customer is charged for parts.				
Non-Ordinance	7	\$1,330 Emergency Callout	FY 12	\$190.00	\$190.00 per occurrence	* \$200.00
		Based on current wages + benefits Minimum callout=4 hours overtime per union contracts				
Non-Ordinance		Meter Testing <1 1/2"	FY 14	\$35.00	\$50.00 per occurrence	\$50.00
Non-Ordinance		Meter Testing >=1 1/2"	FY 14	\$50.00	\$70.00 per occurrence	\$70.00
		When requested by customer, (if meter test fails no charge to customer)				
		Water Services Application Fee	FY 08	\$100.00	\$100.00 per occurrence	* \$150.00
Non-Ordinance		Meter Reading System Repairs	FY 12	\$50.00	\$50.00 per occurrence	\$50.00
Non-Ordinance		Plus cost of parts				
Non-Ordinance		Fire Flow Testing	FY 13	\$200.00	\$200.00 per Test	\$200.00
Non-Ordinance		Fire Services, Fee per Month				
Non-Ordinance		1"	FY 08	\$2.55	\$2.55 monthly	\$2.55
Non-Ordinance		1 1/2"	FY 08	\$3.82	\$3.82 monthly	\$3.82
Non-Ordinance		2"	FY 08	\$5.09	\$5.09 monthly	\$5.09
Non-Ordinance		2 1/2"	FY 08	\$7.64	\$7.64 monthly	\$7.64
Non-Ordinance		3"	FY 08	\$12.22	\$12.22 monthly	\$12.22
Non-Ordinance		4"	FY 08	\$19.35	\$19.35 monthly	* \$19.41
Non-Ordinance		5"	FY 08	\$31.57	\$31.57 monthly	* \$32.32
Non-Ordinance		6"	FY 08	\$38.69	\$38.69 monthly	* \$42.37
Non-Ordinance		8"	FY 08	\$71.28	\$71.28 monthly	* \$81.35
Non-Ordinance		10"	FY 08	\$107.93	\$107.93 monthly	* \$120.09
Non-Ordinance		12"	FY 08	\$162.88	\$162.88 monthly	* \$200.96
Non-Ordinance	1,040	\$104,000 Hydrant Rentals to Municipalities per hydrant	PRE FY 02	\$100.00	\$100.00 Annually	* \$150.00
Non-Ordinance	849	\$42,450 Backflow Test	PRE FY 02	\$50.00	\$50.00 per occurrence	* \$55.00

**City of Portsmouth
Fee Schedule
Water / Sewer Divisions**

* (Indicates change from current fee)

Ordinance / Non-Ordinance	NOTES	Description	Fiscal Year	FY 2013	FY 2014	Suggested FY 2015
			Last Adjusted	Schedule	Schedule	
Title						
Non-Ordinance	Occurrences not tracked individually	Permits	PRE FY 02	\$25.00	\$25.00 per occurrence	* \$50.00
Non-Ordinance	Occurrences not tracked individually	Test Only	PRE FY 02	\$10.00	\$10.00 per occurrence	\$10.00
Non-Ordinance	Occurrences not tracked individually	Test and Sampling	FY 14	\$40.00	\$50.00 per occurrence	\$50.00
Non-Ordinance	not tracked by location	Sewer Surcharges-BOD Portsmouth	PRE FY 02	\$0.12	\$0.12 per LB	* \$0.20
Non-Ordinance		Pease	PRE FY 02	\$0.12	\$0.12 per LB	* \$0.20
Non-Ordinance		TSS Portsmouth	PRE FY 02	\$0.13	\$0.13 per LB	* \$0.17
Non-Ordinance		Pease	PRE FY 02	\$0.13	\$0.13 per LB	* \$0.17
Non-Ordinance	2.736 M gals \$98,741	Dumping Fees per 1,000 gals	FY 05	\$60.00	\$60.00 per 1,000 gallons	\$60.00
Non-Ordinance	Occurrences not tracked individually	Recreation Vehicles	FY 12	\$25.00	\$25.00 per 1,000 gallons	\$25.00
Non-Ordinance	Occurrences not tracked individually	Sewer Connection Permits, as req'd ENV-WQ 703.07	PRE FY 02	\$100.00	\$100.00 new customer	* \$150.00
(Dependent upon revision of ordinance)		Sewer Connection Fees	PRE FY 02	\$250.00	\$250.00 new customer	* \$350.00
Non-Ordinance	279 \$4,185	Equipment Rate (Water & Sewer) - Pick Up	FY 12	\$15.00	\$15.00 per hour	\$15.00
Non-Ordinance	164 \$6,540	Backhoe	FY 14	\$40.00	\$45.00 per hour	\$45.00
Non-Ordinance	31 \$2,046	Excavator	FY 14	\$66.00	\$70.00 per hour	\$70.00
Non-Ordinance	126 \$5,020	Dump	FY 14	\$40.00	\$45.00 per hour	\$45.00
Non-Ordinance		Compressor	FY 14	\$8.00	\$10.00 per hour	\$10.00
Non-Ordinance		Pump	FY 14	\$10.00	\$15.00 per hour	\$15.00
Non-Ordinance		Roller	FY 14	\$20.00	\$25.00 per hour	\$25.00
Non-Ordinance		Loader	FY 14	\$50.00	\$55.00 per hour	\$55.00
Non-Ordinance		Steamer	FY 14	\$10.00	\$15.00 per hour	\$15.00
Non-Ordinance		Sewer Rodder	FY 14	\$20.00	\$25.00 per hour	\$25.00
Non-Ordinance	4 \$260	Vactor	FY 14	\$65.00	\$70.00 per hour	\$70.00
Non-Ordinance		Paver	FY 14	\$17.00	\$20.00 per hour	\$20.00
Non-Ordinance		TV Camera Vehicle	FY 14	\$65.00	\$70.00 per hour	\$70.00
Ordinance	FY 13 \$57,917	Water - Capacity Improvement Multiplier (CIM) EDU = equivalent dwelling unit	FY 14	\$684.00	\$652.00 per EDU New Service	* \$1,300.00
Ordinance	FY 13 \$54,816	Sewer - Capacity Improvement Multiplier (CIM) EDU = equivalent dwelling unit	FY 14	\$918.00	\$744.00 per EDU New Service	* \$1,800.00

**City of Portsmouth
Fee Schedule
Library**

* (Indicates change from current fee)

<u>Ordinance / Non-Ordinance Title</u>	<u>NOTES</u>	<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2013 Schedule</u>	<u>FY 2014 Schedule</u>	<u>Suggested FY 2015 Schedule</u>
LIBRARY						
Non-Ordinance	FY 13 collections of \$24,022 with approximately 300 cards distributed over 2 year period, there are card holders who do not purchase cards--(city employees and local business owners)	Non-Resident Library Card	FY 09	\$80.00	\$80.00	* \$90.00
Non-Ordinance		Non-Resident Library Card-1/2 year	FY 09	\$45.00	\$45.00	* \$50.00
Non-Ordinance		Non-Resident Library Card-Senior Rate	FY 09	\$75.00	\$75.00	* \$80.00
Non-Ordinance		Non-Resident Library Card-Senior Rate 1/2 rate	FY 09	\$40.00	\$40.00	* \$45.00

**City of Portsmouth
Fee Schedule
Prescott Park**

* (Indicates change from current fee)

<u>Ordinance / Non-Ordinance Title</u>	<u>NOTES</u>	<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2013 Schedule</u>	<u>FY 2014 Schedule</u>	<u>Suggested FY 2015 Schedule</u>		
Chapter 8: Article II Section 202 E 7 b								
Park Property-	Fiscal Year 2013 revenue collected was \$ 40,707.	RESIDENT (May 1-Sep 30)						
Daytime Docking Fees		Craft up to twenty (20) ft in length overall	FY 08	\$2.00	\$2.00 Per Hour	*	\$3.00	
		For craft twenty-one (21) ft to forty (30) ft overall	FY 08	\$3.00	\$3.00 Per Hour	*	\$4.00	
		For craft thirty-one (31) ft to forty (40) ft overall	FY 08	\$4.00	\$4.00 Per Hour	*	\$5.00	
		For craft over forty-one (41) ft to fifty (50) ft overall	FY 08	\$5.00	\$5.00 Per Hour	*	\$7.00	
		For craft over fifty (50) ft overall	FY 08	\$6.00	\$6.00 Per Hour	*	\$8.00	
		NON-RESIDENT (May 1-Sep 30)						
		Craft up to twenty (20) ft in length overall	FY 09	\$5.00	\$5.00 Per Hour	*	\$6.00	
		For craft twenty-one (21) ft to forty (30) ft overall	FY 09	\$8.00	\$8.00 Per Hour	*	\$9.00	
		For craft thirty-one (31) ft to forty (40) ft overall	FY 09	\$10.00	\$10.00 Per Hour	*	\$12.00	
		For craft over forty-one (41) ft to fifty (50) ft overall	FY 09	\$12.00	\$12.00 Per Hour	*	\$15.00	
		For craft over fifty (50) ft overall	FY 09	\$15.00	\$15.00 Per Hour	*	\$18.00	
Park Property-24 Hour Docking Fees			RESIDENT (May 1-Sep 30)					
(to be paid in advance)			Craft up to twenty (20) ft in length overall	FY 08	\$25.00	\$25.00 Per Day	*	\$30.00
			For craft twenty-one (21) ft to forty (30) ft overall	FY 08	\$30.00	\$30.00 Per Day	*	\$35.00
			For craft thirty-one (31) ft to forty (40) ft overall	FY 08	\$35.00	\$35.00 Per Day	*	\$40.00
			For craft over forty-one (41) ft to fifty (50) ft overall	FY 08	\$40.00	\$40.00 Per Day	*	\$50.00
			For craft over fifty (50) ft overall	FY 08	\$55.00	\$55.00 Per Day	*	\$60.00
			NON-RESIDENT (May 1-Sep 30)					
			Craft up to twenty (20) ft in length overall	FY 09	\$35.00	\$35.00 Per Day	*	\$40.00
			For craft twenty-one (21) ft to forty (30) ft overall	FY 09	\$50.00	\$50.00 Per Day	*	\$60.00
			For craft thirty-one (31) ft to forty (40) ft overall	FY 09	\$70.00	\$70.00 Per Day	*	\$80.00
			For craft over forty-one (41) ft to fifty (50) ft overall	FY 09	\$85.00	\$85.00 Per Day	*	\$100.00
		For craft over fifty (50) ft overall	FY 09	\$100.00	\$100.00 Per Day	*	\$120.00	

**City of Portsmouth
Fee Schedule
Prescott Park**

* (Indicates change from current fee)

Ordinance / Non-Ordinance Title	NOTES	Description	Fiscal Year Last Adjusted	FY 2013 Schedule	FY 2014 Schedule	Suggested FY 2015 Schedule
		RESIDENT (Oct 1-Apr 30)				
		Craft up to twenty (20) ft in length overall	FY 10	\$1.00	\$1.00 Per Hour	* \$2.00
		For craft twenty-one (21) ft to forty (30) ft overall	FY 11	\$1.00	\$1.00 Per Hour	* \$2.00
		For craft thirty-one (31) ft to forty (40) ft overall	FY 10	\$2.00	\$2.00 Per Hour	* \$4.00
		For craft over forty-one (41) ft to fifty (50) ft overall	FY 11	\$3.00	\$3.00 Per Hour	* \$6.00
		For craft over fifty (50) ft overall	FY 10	\$3.00	\$3.00 Per Hour	* \$6.00
		NON-RESIDENT (Oct 1-Apr 30)				
		Craft up to twenty (20) ft in length overall	FY 11	\$3.00	\$3.00 Per Hour	* \$4.00
		For craft twenty-one (21) ft to forty (30) ft overall	FY 10	\$4.00	\$4.00 Per Hour	* \$6.00
		For craft thirty-one (31) ft to forty (40) ft overall	FY 10	\$5.00	\$5.00 Per Hour	* \$7.00
		For craft over forty-one (41) ft to fifty (50) ft overall	FY 10	\$6.00	\$6.00 Per Hour	* \$8.00
		For craft over fifty (50) ft overall	FY 11	\$8.00	\$8.00 Per Hour	* \$10.00
		RESIDENT (Oct 1-Apr 30)				
		Craft up to twenty (20) ft in length overall	FY 11	\$13.00	\$13.00 Per Day	* \$15.00
		For craft twenty-one (21) ft to forty (30) ft overall	FY 10	\$15.00	\$15.00 Per Day	* \$18.00
		For craft thirty-one (31) ft to forty (40) ft overall	FY 11	\$18.00	\$18.00 Per Day	* \$20.00
		For craft over forty-one (41) ft to fifty (50) ft overall	FY 10	\$20.00	\$20.00 Per Day	* \$25.00
		For craft over fifty (50) ft overall	FY 11	\$28.00	\$28.00 Per Day	* \$30.00
		NON-RESIDENT (Oct 1-Apr 30)				
		Craft up to twenty (20) ft in length overall	FY 11	\$18.00	\$18.00 Per Day	* \$20.00
		For craft twenty-one (21) ft to forty (30) ft overall	FY 10	\$25.00	\$25.00 Per Day	* \$30.00
		For craft thirty-one (31) ft to forty (40) ft overall	FY 10	\$35.00	\$35.00 Per Day	* \$40.00
		For craft over forty-one (41) ft to fifty (50) ft overall	FY 11	\$43.00	\$43.00 Per Day	* \$50.00

**City of Portsmouth
Fee Schedule
Prescott Park**

* (Indicates change from current fee)

<u>Ordinance / Non-Ordinance</u>	<u>NOTES</u>	<u>Description</u>	<u>Fiscal Year</u> <u>Last Adjusted</u>	<u>FY 2013</u> <u>Schedule</u>	<u>FY 2014</u> <u>Schedule</u>	<u>Suggested</u> <u>FY 2015</u> <u>Schedule</u>
Title						
		For craft over fifty (50) ft overall	FY 10	\$50.00	\$50.00 Per Day	* \$60.00
Park Property-Seasonal Rental Docking Fees		RESIDENT (April 1 - November 1)	FY 10	\$100.00	\$100.00 Per Season per boat foot	* \$110.00
		NON-RESIDENT (April 1 - November 1)	FY 10	\$120.00	\$120.00 Per Season per boat foot	* \$135.00
Park Property-Docking Utility Access Fees		Dock Utility Access:				
		Resident	FY 15	N/A	N/A per Night	* \$10.00
		Non Resident	FY 15	N/A	N/A per Night	* \$10.00

**CITY OF PORTSMOUTH, NEW HAMPSHIRE
GENERAL FUND APPROPRIATION BILL
FOR FISCAL YEAR ENDING JUNE 30, 2015**

RESOLUTION #7-2014

A RESOLUTION MAKING APPROPRIATION OF SUMS FOR ALL THE NECESSARY GENERAL FUND EXPENDITURES FOR THE OPERATION OF GENERAL OPERATING DEPARTMENTS AND SERVICES OF THE CITY OF PORTSMOUTH, NEW HAMPSHIRE FOR THE FISCAL YEAR ENDING JUNE 30, 2015.

BE IT RESOLVED:

By the City Council of the City of Portsmouth, New Hampshire assembled, to defray the current General Fund Expenses of the City for the Fiscal Year ending June 30, 2015, for the specific purposes stated in the General Budget adopted herewith. Said sums to be appropriated from the General Fund Revenues as follows:

Department	Appropriation
General Government	\$17,010,942
Police	\$9,343,994
Fire	\$7,757,108
School	\$40,975,396
Collective Bargaining	\$500,000
Transfer to Indoor Pool	\$150,000
Non-Operating	\$20,904,322
Total	\$96,641,762

THAT, there is therefore appropriated the total sum of Ninety-Six Million, Six Hundred Forty-One Thousand, Seven Hundred Sixty-Two (\$96,641,762) Dollars.

APPROVED BY:

ROBERT J. LISTER, MAYOR

ADOPTED BY THE CITY COUNCIL:

KELLI L. BARNABY, CMC/CNHMC
CITY CLERK

**CITY OF PORTSMOUTH, NEW HAMPSHIRE
ANNUAL SEWER FUND APPROPRIATION
AND CASH REQUIREMENTS
FOR THE FISCAL YEAR ENDING JUNE 30, 2015**

RESOLUTION #8-2014 **A RESOLUTION MAKING APPROPRIATION OF SUMS OF MONEY FOR ALL NECESSARY SEWER FUND EXPENSES FOR THE OPERATION OF THE SEWER SYSTEM OF THE CITY OF PORTSMOUTH, NEW HAMPSHIRE FOR THE FISCAL YEAR ENDING JUNE 30, 2015.**

BE IT RESOLVED: **BY THE CITY COUNCIL OF THE CITY OF PORTSMOUTH, NEW HAMPSHIRE, ASSEMBLED AS FOLLOWS:**

THAT, there is hereby an appropriated sum of **Nine Million, Nine Hundred Sixty Thousand, Six Hundred Nineteen (\$9,960,619) Dollars** based on the full accrual basis of accounting to defray expenses for the operation of the sewer system for the City of Portsmouth.

THAT, there is hereby cash requirements of **Fourteen Million, Nine Hundred Thirty-Three Thousand, Seven Hundred and Sixteen (\$14,933,716) Dollars** for the purpose of principal debt repayment, purchase of assets, funding of the rate stabilization reserve to increase net position, and to defray expenses for the operations of the sewer system.

THAT, the sewer user rate effective July 1, 2014 is **\$11.21** per unit (1 unit equals 100 cubic feet or 748 gallons of water consumed) for the first 10 units of consumption per month, and **\$12.34** per unit for all units used thereafter to yield a portion of revenue to meet the cash requirements for the operation of the City of Portsmouth's sewer system.

APPROVED BY:

ROBERT J. LISTER, MAYOR

ADOPTED BY THE CITY COUNCIL

KELLI L. BARNABY, CMC/CNHMC
CITY CLERK

**CITY OF PORTSMOUTH, NEW HAMPSHIRE
ANNUAL WATER FUND APPROPRIATION
AND CASH REQUIREMENTS
FOR THE FISCAL YEAR ENDING JUNE 30, 2015**

RESOLUTION #9-2014 **A RESOLUTION MAKING APPROPRIATION OF SUMS OF MONEY FOR ALL NECESSARY WATER FUND EXPENSES FOR THE OPERATION OF THE WATER SYSTEM OF THE CITY OF PORTSMOUTH, NEW HAMPSHIRE FOR THE FISCAL YEAR ENDING JUNE 30, 2015.**

BE IT RESOLVED: **BY THE CITY COUNCIL OF THE CITY OF PORTSMOUTH, NEW HAMPSHIRE, ASSEMBLED AS FOLLOWS:**

THAT, there is hereby appropriated the sum of **Seven Million, Four Hundred Twenty-One Thousand, Three Hundred Two (\$7,421,302) Dollars** based on the full accrual basis of accounting to defray expenses for the operations of the water system for the City of Portsmouth.

THAT, there is hereby cash requirements of **Nine Million, Seven Thousand, Seven Hundred Sixty-Three (\$9,007,763) Dollars** for the purpose of principal debt repayment, the purchase of assets and to defray expenses for the operations of the water system.

THAT, the water user rate effective July 1, 2014, is **\$4.15** per unit (1 unit equals 100 cubic feet or 748 gallons) for the first 10 units of water consumed per month, and **\$5.00** per unit for all units consumed thereafter to yield a portion of revenue to meet the cash requirements for the operation of the City of Portsmouth's water system.

APPROVED BY:

ROBERT J. LISTER, MAYOR

ADOPTED BY CITY COUNCIL

**KELLI L. BARNABY, CMC/CNHMC
CITY CLERK**

**CITY OF PORTSMOUTH, NEW HAMPSHIRE
ANNUAL APPROPRIATION FOR THE EXPENDITURE OF
SPECIAL REVENUES, DEBT SERVICE FUND, AND COMMITTED FUND
BALANCE FOR THE FISCAL YEAR ENDING JUNE 30, 2015**

RESOLUTION #10-2014 A RESOLUTION MAKING APPROPRIATION OF SUMS OF MONEY FROM SPECIAL REVENUES, DEBT SERVICE FUND, AND COMMITTED FUND BALANCE FOR NECESSARY EXPENDITURES FOR THE FISCAL YEAR ENDING JUNE 30, 2015.

BE IT RESOLVED: BY THE CITY COUNCIL OF THE CITY OF PORTSMOUTH, NEW HAMPSHIRE, ASSEMBLED AS FOLLOWS:

THAT, there is hereby appropriated supplemental funding from the General Fund Committed Health Insurance Fund Balance to defray the expenses of Health Insurance costs in excess of General Fund Appropriations for Health Insurance Premiums for Fiscal Year ending June 30, 2015.

THAT, there is hereby appropriated supplemental funding from the General Fund Committed Leave at Termination Fund Balance to defray the expenses of Leave at Termination in excess of General Fund Appropriations for Leave at Termination for Fiscal Year ending June 30, 2015.

THAT, there is hereby appropriated supplemental funding from any other General Fund Committed Fund Balance to defray expenses for Fiscal Year ending June 30, 2015.

THAT, there is hereby appropriated any sums necessary to pay debt service associated with Betterment Assessments, to include principal and interest, from a Debt Service Fund.

THAT, there is hereby appropriated any sums received from all Special Revenues received from, but not limited to, Federal, State, and Local Grants and Donations for Fiscal Year ending June 30, 2015.

THAT, there is hereby appropriated any sums received from Special Revenue Sources, to a maximum of **Eighteen Million (\$18,000,000) Dollars** for the purposes for which such sums may be lawfully expended.

APPROVED BY:

ROBERT J. LISTER, MAYOR

ADOPTED BY CITY COUNCIL

KELLI L. BARNABY, CMC/CNHMC
CITY CLERK

**CITY OF PORTSMOUTH, NEW HAMPSHIRE
ANNUAL APPROVAL OF INVESTMENT POLICY
FOR THE FISCAL YEAR ENDING JUNE 30, 2015**

**RESOLUTION #11-2014 A RESOLUTION APPROVING AN INVESTMENT POLICY FOR
THE FISCAL YEAR ENDING JUNE 30, 2015**

RESOLVED: **BY THE CITY COUNCIL OF THE CITY OF PORTSMOUTH,
NEW HAMPSHIRE, ASSEMBLED AS FOLLOWS:**

THAT, the following investment policy is hereby approved for Fiscal
Year ending June 30, 2015 in conformance with State Law.

The City of Portsmouth recognizes an investment program as one aspect of sound public financial management. The investment program aims at matching the structure of the money market and operations of the City to achieve the best possible results for the City, considering such matters as safety, liquidity, and over-all yield. New Hampshire State Statute (RSA 48:16) authorizes the City Treasurer as custodian of City funds to invest funds not immediately needed for the purpose of expenditure and requires the annual approval by the City Council of an investment policy.

SCOPE

This Policy applies to all financial assets of the City of Portsmouth. Interest earned on public funds will be considered public money, as is the principal invested. Both are resources to achieve a public purpose.

This policy does not include the Trust Funds. The Trust Funds adhere to the Investment Guidelines for the Trust Assets of the City which are adopted by the Trustees of the Trust Funds.

OBJECTIVES

1. Where circumstances may arise and/or in maintaining compliance with this policy, the security and maintenance of principal will take precedent over the security and maintenance of interest.
2. Investments selected shall provide reasonable liquidity as directed by cash flow.
3. The desired return of investments shall be maximized, subject to #1 and #2 above.
4. This investment program encourages participation by financial institutions with the assumption that retention of funds in the local community will, in addition to the direct benefit of investment earnings, benefit the local economy, promote orderly growth, and, in turn, enhance the tax base.
5. The City Finance Director/City Treasurer will endeavor to have 100% of available funds invested on a day-to-day basis.

DELEGATION OF RESPONSIBILITY

1. Administration of cash management is by the Finance Director/City Treasurer. The Finance Director/City Treasurer is responsible for setting major investment strategy and conducts the day to day execution of policy.
2. Whenever the Finance Director/City Treasurer has in custody an excess of funds which are not immediately needed for the purpose of expenditure, the Finance Director/City Treasurer shall invest these funds in eligible investments defined by RSA 48:16.
3. All participants in the investment process shall act prudently to safeguard the public funds and confidence. Cash Management procedures shall fit the legal requirements and organizational structure and adhere to the commonly accepted "Prudent Person Rule".
4. The Cash Management Program operates daily and requires routine procedures to implement it. The City Finance Director/Treasurer shall review cash management and banking services on a continual and ongoing basis to assure that the policy objectives are met.

ELIGIBLE INVESTMENT TRANSACTIONS

Eligible investments are defined by RSA 48:16; accordingly investments will be in the following types of instruments:

1. The Public Investment Pool established pursuant to RSA 383:22.
2. Deposits including money market accounts, or certificates of deposits, or repurchase agreements, and all other types of interest bearing accounts, of federally insured banks chartered under the laws of New Hampshire or the federal government with a branch within the state, or in obligations fully guaranteed as to principal and interest by the United States government.

Certificates of deposit which meet all of the following conditions:

- a) The funds are initially invested through a federally insured bank chartered under the laws of New Hampshire or the federal government with a branch within the state, selected by the Treasurer.
- b) The selected bank arranges for the deposit of the funds in certificates of deposit in one or more federally insured financial institutions located in the United States for the account of the Treasurer.
- c) The full amount of principal and any accrued interest of each such certificate of deposit is covered by federal deposit insurance.
- d) The selected bank acts as custodian with respect to such certificates of deposit issued for the account of the Treasurer.

SAFEKEEPING AND COLLATERALIZATION

The Finance Director/City Treasurer shall have custody of all moneys belonging to the City. The Finance Director/City Treasurer shall deposit the same in participation units in the public deposit investment pool established pursuant to RSA 383:22, or in federally insured banks chartered under the laws of New Hampshire or the federal government with a branch within the state, except that funds may be deposited in federally insured banks outside the state if such banks pledge and deliver to a third party custodial bank or the regional federal reserve bank collateral security for such deposits of the following types:

- (a) United States government obligations;
- (b) United States government agency obligations; or
- (c) Obligations of the State of New Hampshire in value at least equal to the amount of the deposit in each case.

ETHICS AND CONFLICTS OF INTEREST

The “Prudent Person Rule” shall be applied in the context of managing an overall portfolio. The authorized individuals acting in accordance with policy, exercising due diligence, and acting in good faith shall be relieved of personal responsibility for an individual investment’s credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments. Authorized individuals shall refrain from personal business activity that could conflict with the proper execution of the City’s investment program, or which could impair their ability to make impartial decisions.

APPROVED BY:

ROBERT J. LISTER, MAYOR

ADOPTED BY CITY COUNCIL

KELLI L. BARNABY, CMC/CNHMC
CITY CLERK