



City of

Portsmouth

New Hampshire

The Proposed Annual Budget
Fiscal Year 2018
(July 1, 2017 - June 30, 2018)



On the Cover

This year's budget cover denotes the rich sense of community that Portsmouth has to offer.

(Top Left) – A Portsmouth Firefighter sharing a moment with a young resident.

(Top, Right) – The City's connection to the sea is ever-present.

(Bottom, Left) – A resident participating in the Tactical Urban exercise for the Islington Street Corridor.

(Bottom, Right) – A moment from a senior center lunch.

City of Portsmouth, New Hampshire Proposed Annual Budget 2017-2018

Directory of Officials

City Council

Jack Blalock, Mayor
James Splaine, Assistant Mayor

Rebecca Perkins
M.Chris Dwyer
Bradley Lown

Nancy Pearson
Eric Spear
Joshua Cyr
Josh Denton

Board of Education

Stephen Zadravec, Superintendent
Leslie Stevens, Chairperson
Thomas Martin, Vice Chairperson

Ann Walker
Gary Epler
Patrick Ellis

Nancy Novelline-Clayburgh
Kristin Jeffrey
Roseann Vozella Clark
Jeffrey Landry

Police Commission

Chief David Mara
Brenna Cavanaugh, Chair
Joseph Onosko
Joseph Plaia

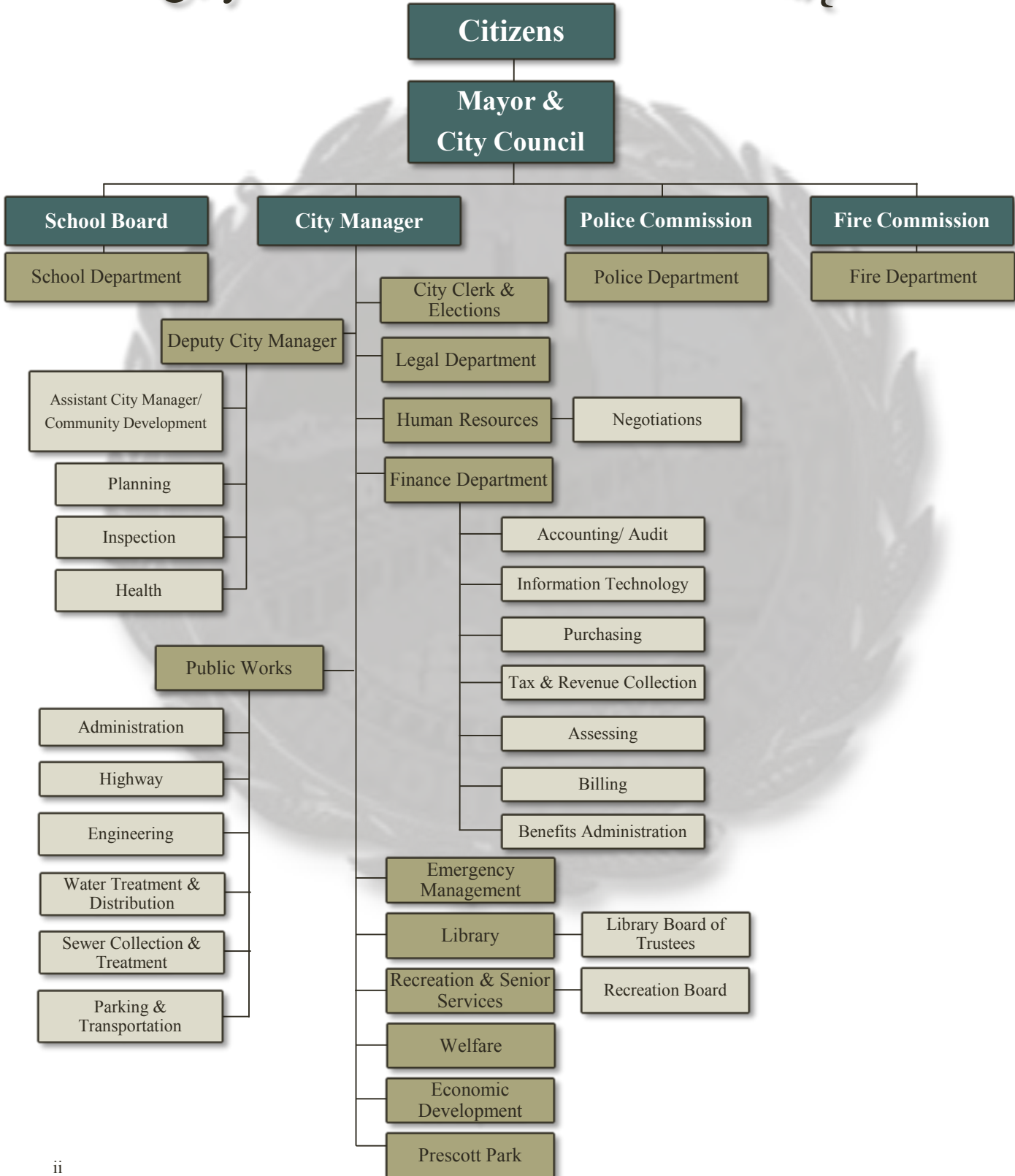
Fire Commission

Chief Steven Achilles
Jennifer Mosher-Matthes, Chair
Richard Gamester, Vice Chair
Michael Hughes, Clerk

Principal Executive Officers

John P. Bohenko, City Manager
Nancy Colbert Puff, Deputy City Manager
David Moore, Assistant City Manager
Robert Sullivan, City Attorney
Judith Belanger, Director of Finance and Administration
Andrew Purgiel, Deputy Finance Director
Peter Rice, Director of Public Works and Facilities
Brian Goetz, Deputy Public Works Director
Kelli Barnaby, City Clerk
Dianna Fogarty, Human Resources Director
Becky Benvenuti, Revenue Administrator
Rosann Maurice-Lentz, City Assessor
Melvin Wilson Jr., Recreation Director
Steven Butzel, Library Director
Robert Marsilia, Chief Building Inspector
Kimberly McNamara, Public Health Director
Juliet Walker, Planning Director
Ellen Tully, Welfare Administrator

City of Portsmouth, New Hampshire City-wide Organizational Chart





GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Portsmouth
New Hampshire**

For the Fiscal Year Beginning

July 1, 2016

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to The City of Portsmouth, New Hampshire for its annual budget for the fiscal year beginning July 1, 2016. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

This award is valid for a period of one year only. We believe our current budget continues to conform its eligibility for another award.

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City of Portsmouth, New Hampshire

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City of Portsmouth, New Hampshire

Web Addresses

www.cityofportsmouth.com

FY17 Proposed Budget Document

<http://www.cityofportsmouth.com/finance/budgets.htm>

Comprehensive Annual Financial Report (CAFR)

<http://www.cityofportsmouth.com/finance/budgets.htm>

Capital Improvement Plan for 2018-2023

<http://www.planportsmouth.com/2018-2023CapitalImprovementPlan.pdf>

Citywide Projects

<http://cityofportsmouth.com/projects/>

Portsmouth's Finance Department

<http://cityofportsmouth.com/finance/index.htm>

Online Bill Payments

<http://cityofportsmouth.com/onlinebillpayment.htm>

Portsmouth Meetings Calendar 2017

<http://cityofportsmouth.com/calendar/2017/index.htm>

Portsmouth Click N'Fix (Request Public Works Maintenance Service)

<http://cityofportsmouth.com/publicworks/clicknfix.html>

Plan Portsmouth (Planning Department)

<http://planportsmouth.com/>

Park Portsmouth (Parking Maps of Portsmouth)

<http://www.parkportsmouth.com/>

Snowstorm Parking

<http://cityofportsmouth.com/publicworks/snowbanparkinglots.htm>

City of Portsmouth Wastewater

<http://www.portsmouthwastewater.com/>

Portsmouth's Sustainability Initiatives

<http://cityofportsmouth.com/sustainability/index.html>

Municipal Government Video Channel

<https://www.youtube.com/CityofPortsmouth>



CITY OF PORTSMOUTH

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John P. Bohenko
City Manager

To: Honorable Mayor Jack Blalock and City Council Members
From: John P. Bohenko, City Manager
Date: April 28, 2017
Re: Fiscal Year 2018 Budget Message

In accordance with Article VII of the City Charter, I hereby submit to you the Fiscal Year 2018 Proposed Budget document for all appropriated City funds: General, Water, Sewer, Parking & Transportation, Community Development, and Prescott Park. This budget document also includes the City's Rolling Stock Replacement Program, a summary of the Capital Improvement Plan, the FY18 Fee Schedule, citywide goals and accomplishments, outlines priorities for the coming year, and establishes a financial plan to achieve a level of services that meet our community needs.

Entering FY18, the goal will be to continue to strengthen the City's core initiatives to ensure a better quality of life for our citizens. As I present a proposed budget for this fiscal year, it is important to acknowledge the City's annual maintenance of steady and predictable tax rates, as well as the financial planning that allows for realistic implementations of numerous City projects and the retention of essential staff to uphold and expand City services that residents enjoy.

Economic Outlook and City Budget Approach

While the economic outlook of the Seacoast area remains strong, activity within the New Hampshire government continues to cause a trickle-down effect of the City having to absorb and plan for added costs. The diminishing State assistance of shared revenues, state aid grants, retirement contributions and returns on the Meals and Rooms Tax over the past decade have led the City to create alternative funding sources and additional strategic planning.

Additionally, there is now financial pressure from Rockingham County, who proposed a bill to change its annual budget from a calendar year to a fiscal year (*July 1 - June 30th*). If approved, the County would prepare an 18 month budget for the transitional fiscal period. This change most likely will have some financial impact to Portsmouth beginning in Fiscal Year 2020.

Actions by the State and County have placed added financial burdens onto our taxpayers – in addition to costs associated with pensions, healthcare, other inflationary increases, and continued investments in the City's infrastructure – requiring the City to be at the forefront of strategic

financial planning and enabling legislation by implementing long-term financial planning and efforts of the City’s Legislative Subcommittee to secure predictable tax rates for the community.

Despite these challenges, the City has been able to maintain a strong fund balance evident by its “AAA” bond rating from Standard & Poor’s rating agency and avoid large spikes in any given year while still providing the highest level of services to our citizens. The main driver in these efforts is due to a number of long-term financial policies. These policies include, but are not limited to the creation of an Unassigned Fund Balance Ordinance, a Leave at Termination Stabilization Fund, a Debt Service Planning Policy, a Capital Improvement Plan, a Rolling Stock Replacement Program, and a Rate Stabilization Policy for Water and Sewer Funds.

In addition, the City’s Legislative Subcommittee continues to work with Legislative Delegates in an attempt to create enabling legislation to allow for added local revenue sources. In meeting regularly with various House members and our State Senator, City staff can better explore the intentions behind proposed and emerging bills – most recently those concerning meals and rooms taxes and hotel occupancy, accessory dwelling units, etc. – and the consequences or benefits they could have for Portsmouth citizens. The City’s Legislative Subcommittee and City staff continue discussions for alternatives to help offset the overreliance on our City’s property tax.

General Fund Budget Overview

The City Council began the FY18 budget process by again reinstating the Joint Budget Committee (JBC), which was charged with recommending to the City Manager and the City Council guidelines for the preparation of the proposed FY18 Operating Budget. The Committee was made up of the Mayor, two members of the City Council, two members of the School Board, and one member from each the Police and Fire Commissions.

The JBC was provided a preliminary FY18 proposed budget which was prepared with continuing consistent services and upholding the City’s infrastructure goals and needs. Focusing on increases such as cost-of-living adjustments (COLA), retirement, and health insurance premiums, the JBC voted in favor of a recommendation to the City Council to set a goal of ***no more than a 4% increase*** for the overall Operating Budget. The consensus of the City Council was in favor of the JBC recommendation.

As the City Manager, I work closely with all departments to prepare and present a budget that meets the guidelines set forth by the City Council while responding to the needs presented by the departments in order to fulfill their responsibility to the citizens’ needs. Both the Police and Fire Departments prepared their budgets with additional services bringing their proposed budgets over the 4% guideline - Police Department 5.79% and Fire Department 5.05% increase from FY17. Therefore, the Fiscal Year 2018 budget is presented to you in two ways:

1. Budget as requested by each department, and;
2. City Manager recommended budget, which reduces the Police and Fire Department budgets by \$185,452 and \$87,488 respectively for a total reduction of \$272,940 resulting

in an overall total Operating Budget at a 3.99% increase over the prior year as shown in the table below.

<i>PROPOSED FY18 OPERATING BUDGET</i>	FY17 BUDGET	FY18 DEPARTMENT REQUEST BUDGET	FY18 DEPARTMENT REQUEST % INCREASE	CITY MANAGER REDUCTION	FY18 CITY MANAGER RECOMMENDED BUDGET
GENERAL GOVERNMENT	18,210,245	18,808,621	3.29%		18,808,621
POLICE	10,382,847	10,983,613	5.79%	(185,452)	10,798,161
FIRE	8,340,898	8,762,022	5.05%	(87,488)	8,674,534
SCHOOL	44,684,084	46,471,405	4.00%		46,471,405
	81,618,074	85,025,661	4.18%	(\$272,940)	84,752,721
COLLECTIVE BARGINING	-	100,000			100,000
TRANSER TO INDOOR POOL	150,000	150,000			150,000
TRANSER TO PRESCOTT PARK	-	30,479			30,479
TOTAL	\$81,768,074	\$85,306,140	4.33%	(\$272,940)	\$85,033,200
\$ \$ CHANGE		3,538,066			3,265,126
% % CHANGE		4.33%			3.99%

The City Manager’s recommended General Fund budget, including both the Operating and the Non-Operating budget, for FY18 is \$109,755,205 representing an overall net increase of \$2,292,362 or 2.13% over FY17 as depicted in the following table.

<i>FY18 City Manager's Proposed Budget</i>	FY17 BUDGET	\$\$\$ INCREASE	FY18 PROPOSED BUDGET	% Change
OPERATING	81,768,074	3,265,126	85,033,200	3.99%
NON-OPERATING	25,694,769	(972,764)	24,722,005	-3.79%
TOTAL PROPOSED BUDGET	\$107,462,843	\$2,292,362	\$109,755,205	2.13%

This budget as presented will result in an estimated tax rate of \$17.72 which represents a 68¢ increase or 3.99% over FY17. This is an annual increase of \$236.37 for the median single family residential home in Portsmouth.

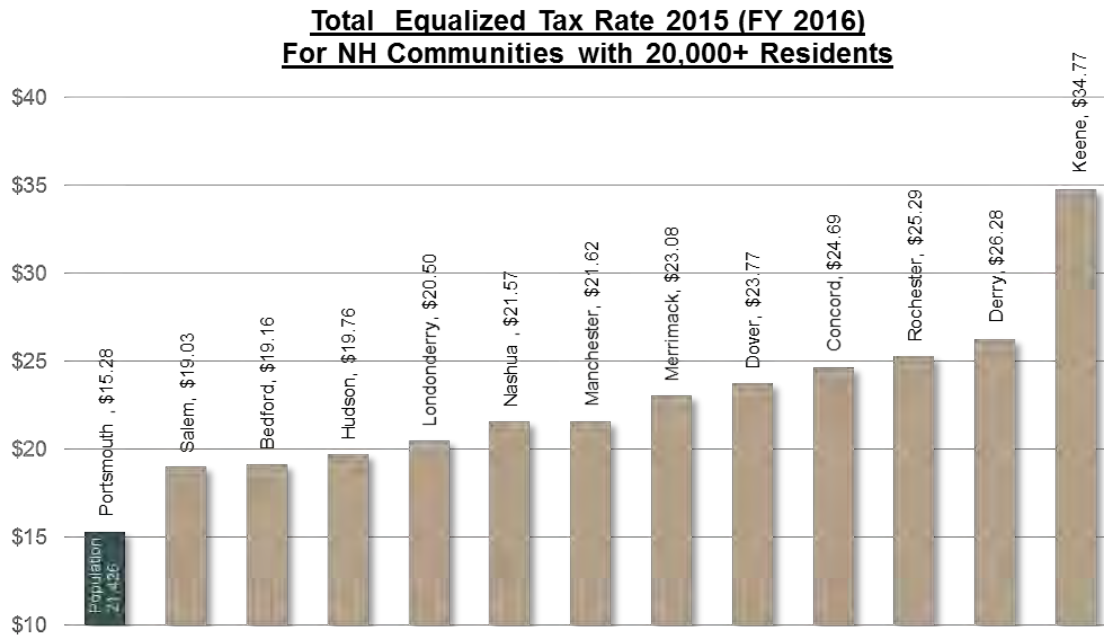
Median Single Family Residential Home
\$347,600

	Tax Rate	Annual	Monthly
	Increase	Increase	Increase
Property Tax Increase	0.68	\$236.37	\$19.70

Each year the State of New Hampshire Department of Revenue Administration (DRA) calculates an equalized property value and tax rate for all communities within the state. The equalized tax rate calculation is determined by a study of qualified sales and adjustments are made by DRA

making all communities equal to 100% market value. This information is helpful when comparing tax rates with other communities.

The latest equalized valuations and tax rates for Cities and Towns available from the DRA is for Tax Year 2015 (Fiscal Year 2016). Portsmouth continues to rank the lowest for the equalized tax rate as compared to all the 13 Cities in New Hampshire and to all communities with at least 20,000 in population as depicted in the following chart.



In addition, Portsmouth ranks #39 as having the lowest equalized tax rate out of all 234 taxable communities as compared to the previous year when ranked #42.

Budget Challenges for Fiscal Year 2018

Each year, we are faced with fiscal challenges that impact the annual budget. The proposed budget that I am presenting has been carefully prepared to permit the continuation of critical services, programs, infrastructure needs, as well as making advances on citywide initiatives: citizen outreach; promoting sustainability; maintaining fiscal stability; creating a bikeable and walkable city; transportation needs; education for all children; and creating a welcoming, safe, and diverse community.

The Operating Budget, which represents 77% of the total budget, finances expenditures associated with the day-to-day operations and services provided by the General Government, Police, Fire, and School Departments, as well as an annual transfer to the Indoor Pool and collective bargaining contingency for expired contracts. This year, working with the Trustees of Trust Funds, the Operating Budget also includes a transfer to a Special Revenue Fund for the operations of Prescott Park.

As mentioned earlier, my recommended Operating Budget of \$85,033,200, or 3.99% over FY17, includes a reduction of \$272,940 from the Department requested budget of \$85,306,140 or 4.33% over FY17.

Significant challenges impacting the Operating Budget are outlined below.

- Salaries:** The City of Portsmouth has sixteen (16) collective bargaining units of which four will expire on June 30, 2017: AFSCME Local 1386B, School Custodial, Cafeteria, and Paraprofessionals. Departments have included step increases for these employees who have not reached top step. For the remaining twelve (12) collective bargaining units, salaries have been adjusted by a COLA of 2%. This is the minimum COLA adjustment per the collective bargaining agreements as the CPI for the November-November Boston-Brockton-Nashua is 1.26% and the 10-year rolling average is 1.61%.

For the four (4) expired contracts, I am recommending an appropriation of \$100,000 in a separate line item within the Operating Budget that would reserve funds until such time these contracts are approved.

- Retirement:** The New Hampshire Retirement System (NHRS) set its contribution rate for FY18 & FY19 as follows:

	FY17 Rates	FY18 Rates	% change from FY17 rates
GROUP I			
Employees	11.17%	11.38%	1.88%
Teachers	15.67%	17.36%	10.78%
GROUP II			
Police	26.38%	29.43%	11.56%
Fire	29.16%	31.89%	9.36%

The total retirement appropriation for FY18 is \$8,181,915. As you can see from the following table, the increase of \$912,936 or 12.56% over FY17, which is mainly due to the increase in the contribution rate, has significantly impacted the Departments' Operating Budgets.

	FY17 Budget	FY18 Proposed Budget	\$ Change	Percent % Change
General Government	884,251	926,471	42,220	4.77%
Police Department	1,412,088	1,627,741	215,653	15.27%
Fire Department	1,376,849	1,544,597	167,748	12.18%
School Department	3,595,791	4,083,106	487,315	13.55%
Total	\$7,268,979	\$8,181,915	\$912,936	12.56%

The retirement contribution has been a major impact to the City’s taxpayers for the last several years when the State of New Hampshire eliminated its share of the employer contribution for Teachers, Police and Fire personnel. The budgetary impact for FY18 alone is \$2.3 million; this equates to nearly \$12.6 million over the past nine fiscal years.

- **Health Insurance:** As health insurance continues to be a major expense for the City, we have achieved significant savings over the last several years working with the collective bargaining units to offer affordable health insurance plans. In addition, the creation of the Health Insurance Stabilization Fund in FY02 was instrumental in mitigating the budgetary impact from year to year. *[Detailed information on the Health Insurance Stabilization Fund can be found in the Financial Policies and Guidelines section of the budget document]*

However, even with these efforts we will still experience an increase in premiums over FY17. HealthTrust announced a 7% premium rate increase from the prior year. Per the stabilization policy, the annual appropriation amount for each department is determined by the 10-year rolling average rate increase. For FY18, departments will increase their appropriation by 5.33% resulting in an overall increase of \$587,277 over last year. As the total estimated cost for the General Fund is \$12.4 million, it is anticipated that approximately \$855,000 will be funded by stabilization reserves.

Although my recommended Operating Budget achieves the City Council guideline, there are two major services that are funded in the Parking & Transportation budget that I recommend be funded in future fiscal years in a phased approach in the General Fund:

- \$150,000 for school transportation as a result the school start time change, and
- \$80,000 for downtown police coverage.

The Non-Operating Budget, which represents 23% of the total budget, primarily finances expenditures associated with Debt Service, Overlay, County Tax, and Capital Outlay. As you can see from the following table, the non-operating budget of \$24,722,005 represents a *decrease* of \$972,764 or 3.79% from FY17 budget as a result of two, one-time capital projects in FY17 which were funded by supplemental appropriations.

NON-OPERATING BUDGET	FY17 BUDGET	\$\$\$ INCREASE	FY18 PROPOSED BUDGET	% Change
DEBT RELATED EXPENSES	275,000	-	275,000	0.0%
DEBT SERVICE	12,595,810	489,344	13,085,154	3.9%
CONTINGENCY	250,000	50,000	300,000	20.0%
OVERLAY	950,000	50,000	1,000,000	5.3%
COUNTY	5,277,514	188,486	5,466,000	3.6%
PROPERTY & LIABILITY	341,000	22,376	363,376	6.6%
ROLLING STOCK	956,165	(70,165)	886,000	-7.3%
IT EQUIPMENT REPLACEMENT	406,000	309,158	715,158	76.1%
USE OF UNASSIGNED FUND BALANCE	400,000	(400,000)	-	-100.0%
USE OF BOND PREMIUM	1,850,000	(1,850,000)	-	-100.0%
OTHER NON-OPERATING	393,280	98,037	491,317	24.9%
CAPITAL OUTLAY	2,000,000	140,000	2,140,000	7.0%
TOTAL	\$25,694,769	(\$972,764)	\$24,722,005	-3.79%

Major impacts to the Non-Operating Budget are:

- **Information Technology Equipment Replacement:** The \$309,158 increase is primarily due to \$261,858 request for the replacement of Police Dispatch equipment and \$39,000 for Fire incident reporting and data management system.
- **Capital Outlay:** The Planning Board-Capital Improvement Plan (CIP) Subcommittee has recommended for FY18 an appropriation of \$2,140,000 from the General Fund for capital projects identified within the CIP. This appropriation falls in line with the recommended policy to keep in pace with inflation of appropriating 2% of the prior year's General Fund budget.

Water and Sewer User Rates

Fiscal Year 2018 marks the fourth year that both the Water and Sewer Divisions utilized a rate stabilization model. This model serves as a tool to allow for stable rate increases and at the same time, reserve funding for future capital project requirements of the Environmental Protection Agency (EPA) Judicial Consent Decree and related regulatory-driven improvements.

Water Division – The rate stabilization model for the Water Division allows another year with *no increase* in user rates making FY18 the seventh consecutive year with no increase.

Sewer Division – The user rate for the Sewer services will increase by 4%.

Please see the Water and Sewer Enterprise Fund sections of this document for more detail.

Infrastructure Sustainability

The City ensures its financial sustainability by funding preventative maintenance for City infrastructure—streets, buildings, parks, water and sewer systems—in order to avoid expensive emergency repairs. With various plans, the City works to maintain Portsmouth's character while stabilizing tax rates and user rates, and welcoming new opportunities that encourage innovation, creativity and economic stability. Ultimately, the key focus is to uphold services that are consistent and of high quality.

As a large tourist destination, it is necessary to plan accordingly in order to accommodate the influx of visitors while maintaining optimal services for residents. We are fortunate to have a viable economy, and must continue to develop plans, such as increased parking and public transportation initiatives, to sustain revenue that supports the many cultural benefits that Portsmouth residents and visitors enjoy.

Due to responsible financial planning and extensive research, the City is able to implement larger, multi-million dollar initiatives that use resources efficiently while limiting financial burdens for current and future taxpayers.

Priorities for our Infrastructure

Enhancing mobility—making it easier for us to get where we need to go in Portsmouth and beyond—is crucial. There are currently many critical transportation infrastructure projects underway. Projects aimed to improve the health of our citizens and environment persist, in addition to in-depth planning that serves as guidelines to our City’s zoning development:

- Foundry Place Garage
- Middle Street Bike Lanes
- Portsmouth Bike Share Program
- Islington Street Corridor Renovation
- Market Street Corridor Renovation
- Citywide LED streetlight conversion
- Combined sewer overflows
- Composting availability at the Recycling Center
- Upgrading the Peirce Island Wastewater Treatment Facility
- Upgrading water wells at Pease Tradeport
- City Master Plan 2025
- Prescott Park Master Plan

Community Engagement

It is very important to inspire increased community participation in everyday communication as well as long-range city planning. We are extremely fortunate to have a vocal, thoughtful citizenry, and are continuing to create more avenues to forge a connection with the Portsmouth community.

City staff continues to emphasize the importance of the public review process. The Planning and Public Works Departments host numerous public input meetings with residents to inform and gauge experiences on topics such as upcoming construction projects and long-term planning policies. The Economic Development Department is participating in the Business and Expansion Program with the University of New Hampshire which involves surveying local business to better understand the business climate and its associated assets and challenges. Certain projects such as the Peirce Island Wastewater Treatment Facility upgrade, the Master Plan and Prescott Park Master Plan have included several public meetings, interactive workshops and surveys throughout their development.

Since mid-2016, the City has also been underway in redesigning its website. By the end of 2017, the public can anticipate a fresh design that addresses various City goals including enhancing user functionality, advancing the City’s brand, strengthening the user experience and creating an engaging, interactive portal for the public, building a larger social media springboard and providing more interactive elements. A new website will help the City expand outreach and receive input on various City services and upcoming policy issues.

Meanwhile, the City continues to implement other public outreach platforms, such as sending emergency snow and water notifications to residents by email and text messages through CodeRED and allowing residents to take pictures of concerns throughout the City and submit maintenance requests directly to Public Works through the Portsmouth Click N’ Fix mobile app.

Additional mobile apps will soon be introduced for a bike-share reservation program, payment of parking meters and more.

Conclusion

The budget message serves as an overview of the FY18 Proposed Budget which has been carefully prepared meeting the City Council guidelines while addressing on-going fiscal challenges and continuing the practice of producing a predictable and stable tax rate for Portsmouth taxpayers. The section “Proposed Budget Highlights” which immediately follows this letter, will provide more detail to these factors and other specific budget information which have an impact to both the Operating and Non-Operating Budget for FY18.

The City of Portsmouth continues its reputation of achieving a balanced budget during various challenges. I am grateful for the work of the Joint Budget Committee, the Finance Department for their assistance in producing this budget document, and all Department Heads, Boards and Commissions, as well as the Legislative Subcommittee for their ongoing efforts in identifying ways to return more funds back to our residents. I am also appreciative to our passionate community, whose input on public policies and projects is highly valued.

I look forward to working with the Mayor, City Council and members of the public throughout the budget process to finalize a budget that will allow for the continuation of the highest level services to our citizens throughout next fiscal year as well as years to come.

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2018 Proposed Budget Highlights

GENERAL FUND – Total Appropriation ---\$109,755,205 Combined General Government, Police, Fire School Departments, and Non-Operating.

The following table is a summary of major expenditure categories for the FY16 budget and actual, FY17 budget, FY18 Department Request, FY18 City Manager’s recommended budget, as well as the percent and dollar change over FY17.

TOTAL GENERAL FUND	FY16 BUDGET	FY16 ACTUAL	FY17 BUDGET	FY18 DEPARTMENT REQUEST	FY18 CITY MANAGER RECOMMENDED	CM % CHANGE FROM FY17	CM \$ CHANGE FROM FY17
SALARIES	38,517,973	37,886,851	39,884,453	41,296,172	41,296,172	3.54%	1,411,719
PART TIME SALARIES	1,720,237	1,996,134	1,791,807	1,780,209	1,780,209	-0.65%	(11,598)
CITY COUNCIL/COMMISSIONS	41,600	39,325	41,600	41,600	41,600	0.00%	0
OVERTIME	1,533,307	1,651,834	1,604,125	1,623,008	1,623,008	1.18%	18,883
HOLIDAY	286,905	287,181	312,619	320,467	320,467	2.51%	7,848
*LONGEVITY	121,305	118,468	124,364	134,080	134,080	7.81%	9,716
CERTIFICATION STIPENDS	246,734	245,355	273,333	281,821	281,821	3.11%	8,488
SPECIAL DETAIL / EDUCATION STIPEN	71,194	66,352	181,947	152,456	152,456	-16.21%	(29,491)
RETIREMENT	6,899,319	6,761,587	7,268,979	8,181,915	8,181,915	12.56%	912,936
HEALTH INSURANCE	10,532,514	10,532,514	11,027,542	11,614,820	11,614,820	5.33%	587,278
DENTAL INSURANCE	641,056	633,552	652,395	659,801	659,801	1.14%	7,406
INSURANCE REIMBURSEMENT	125,695	124,784	145,751	164,147	164,147	12.62%	18,396
LEAVE AT TERMINATION	900,287	900,287	875,287	875,287	875,287	0.00%	0
LIFE AND DISABILITY	262,623	262,738	262,139	273,326	273,326	4.27%	11,187
WORKERS' COMPENSATION	584,372	584,372	647,453	691,847	691,847	8.86%	44,394
PROFESSIONAL DEVELOPMENT (SCHOOL C	260,498	252,334	263,498	263,352	263,352	-0.06%	(146)
OTHER BENEFITS	2,836,264	2,715,322	2,961,491	3,054,685	3,054,685	3.15%	93,194
COLLECTIVE BARGAINING CONTINGENCY	311,151	120,000	-	100,000	100,000		100,000
POLICE SERVICES - PARKING	(80,000)	(80,000)	(80,000)	(80,000)	(80,000)	0.00%	0
POLICE SERVICES-SCHOOL DEPT	-	(40,000)	-	-	-		0
TOTAL SALARIES AND BENEFITS	65,813,034	65,058,991	68,238,783	71,428,993	71,428,993	4.68%	3,190,210
TRAINING/EDUCATION/CONFERENCES	147,492	140,362	157,470	172,094	172,094	9.29%	14,624
ELECTRICITY	1,740,243	1,463,226	1,697,343	1,622,343	1,622,343	-4.42%	(75,000)
NATURAL GAS	638,803	387,392	574,353	567,373	567,373	-1.22%	(6,980)
FUEL OIL	786	-	786	786	786	0.00%	0
GASOLINE	414,899	191,474	373,000	305,208	305,208	-18.17%	(67,792)
DIRECT ASSISTANCE	251,100	178,367	222,600	227,600	227,600	2.25%	5,000
OUTSIDE SOCIAL SERVICES	149,894	150,074	154,540	168,052	168,052	8.74%	13,512
CONTRACTED SERVICES	2,567,744	2,983,311	2,760,652	2,876,536	2,876,536	4.20%	115,884
PUPIL TRANSPORTATION	1,043,425	1,023,915	1,086,341	1,131,214	1,131,214	4.13%	44,873
TUITION	821,126	764,811	853,514	940,269	940,269	10.16%	86,755
ADVERTISING	39,778	38,606	40,059	39,642	39,642	-1.04%	(417)
PRINTING	54,967	37,753	51,139	55,379	55,379	8.29%	4,240
PROFESSIONAL ORGANIZATION DUES	123,583	129,379	137,319	140,359	140,359	2.21%	3,040
STUDENT BOOKS / PERIODICALS	209,018	189,786	202,779	187,589	187,589	-7.49%	(15,190)
PROPERTY & LIABILITY (SCHOOL ONLY)	125,577	124,577	136,789	139,820	139,820	2.22%	3,031
OTHER OPERATING	4,833,716	5,321,999	4,930,607	5,122,404	5,122,404	3.89%	191,797
TRANSFER TO INDOOR POOL	150,000	150,000	150,000	150,000	150,000	0.00%	0
TRANSFER TO PRESCOTT PARK	-	-	-	30,479	30,479		30,479
TOTAL OTHER OPERATING	13,312,151	13,275,034	13,529,291	13,877,147	13,877,147	2.57%	347,856
CITY MANAGER RECOMMENDED REDUCTION - FIRE AND POLICE DEPARTMENT					(272,940)		
TOTAL OPERATING	79,125,185	78,334,025	81,768,074	85,306,140	85,033,200	3.99%	3,265,126
DEBT RELATED EXPENSES	275,000	82,343	275,000	275,000	275,000	0.00%	0
DEBT SERVICE	11,756,625	11,489,591	12,595,810	13,085,154	13,085,154	3.88%	489,344
CONTINGENCY	250,000	250,000	250,000	300,000	300,000	20.00%	50,000
OVERLAY	950,000	950,000	950,000	1,000,000	1,000,000	5.26%	50,000
COUNTY	5,002,383	5,100,511	5,277,514	5,466,000	5,466,000	3.57%	188,486
PROPERTY & LIABILITY	321,000	321,000	341,000	363,376	363,376	6.56%	22,376
ROLLING STOCK	809,860	809,860	956,165	886,000	886,000	-7.34%	(70,165)
IT EQUIPMENT REPLACEMENT	414,700	414,700	406,000	715,158	715,158	76.15%	309,158
USE OF UNASSIGNED FB	650,000	650,000	400,000	-	-	-100.00%	(400,000)
USE OF BOND PREMIUM	-	-	1,850,000	-	-		(1,850,000)
OTHER NON-OPERATING	376,449	375,502	393,280	491,317	491,317	24.93%	98,037
CAPITAL	1,765,000	1,765,000	2,000,000	2,140,000	2,140,000	7.00%	140,000
TOTAL NON-OPERATING	22,571,017	22,208,507	25,694,769	24,722,005	24,722,005	-3.79%	(972,764)
TOTAL GENERAL FUND BUDGET	101,696,202	100,542,531	107,462,843	110,028,145	109,755,205	2.13%	2,292,362

The General Fund for the City of Portsmouth represents services provided by the General Government, Police, Fire and School Departments as well as appropriations for the non-operating portion of the budget which includes Debt Service, County Tax, Overlay, Capital Outlay and other non-operating expenditures not associated with individual departments

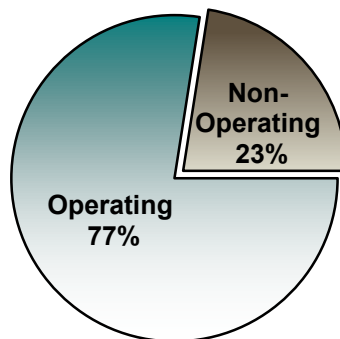
Police, Fire, and School Departments each submitted their proposed FY18 budget as approved by their respective elected governing bodies. With respect to the Police and Fire Departments, their proposed budget exceed the 4% budget cap guideline voted by the City Council and resulted in an increase of 5.79% and 5.02% over FY17 respectively.

<i>PROPOSED FY18 OPERATING BUDGET</i>	FY17 BUDGET	FY18 DEPARTMENT REQUEST BUDGET	FY18 DEPARTMENT REQUEST % INCREASE	CITY MANAGER REDUCTION	FY18 CITY MANAGER RECOMMENDED BUDGET
GENERAL GOVERNMENT	18,210,245	18,808,621	3.29%		18,808,621
POLICE	10,382,847	10,983,613	5.79%	(185,452)	10,798,161
FIRE	8,340,898	8,762,022	5.05%	(87,488)	8,674,534
SCHOOL	44,684,084	46,471,405	4.00%		46,471,405
	81,618,074	85,025,661	4.18%	(\$272,940)	84,752,721
COLLECTIVE BARGINING	-	100,000			100,000
TRANSER TO INDOOR POOL	150,000	150,000			150,000
TRANSER TO PRESCOTT PARK	-	30,479			30,479
TOTAL	\$81,768,074	\$85,306,140	4.33%	(\$272,940)	\$85,033,200
	\$% CHANGE	3,538,066			3,265,126
	%% CHANGE	4.33%			3.99%

The City Manager made a bottom line reduction to the Police and Fire Department budgets by a total of \$272,940 resulting in a 4% increase for each department over FY17. Where these reductions would be made would be under the discretion of the commissions.

The total City Manager’s recommended FY18 appropriation for the General Fund is \$109,755,205 or a 2.13% increase over the FY17 budget. Of the total proposed budget, the Operating budget of \$85,033,200 represents 77% of the total budget while the non-operating portion of \$24,722,005 represents 23% as depicted in the pie chart below.

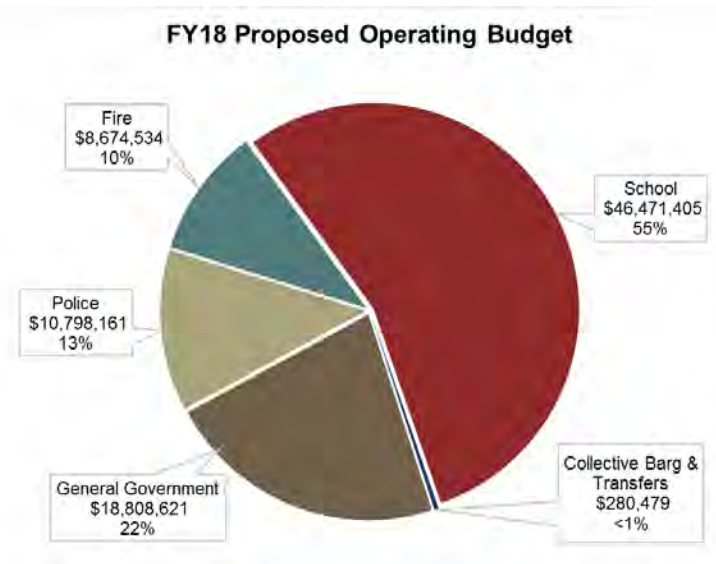
FY18 Proportion of Operating & Non-Operating Proposed Budget



Operating Budget

The City Manager recommended total proposed Operating Budget for FY18 is \$85,033,200 which funds the expenditures associated with the day-to-day operations and services provided by the General Government, Police, Fire and School Departments.

The Operating Budget which, includes \$100,000 for Collective Bargaining Contingency, \$150,000 for operations related to the Indoor Pool, and \$30,479 for operations of Prescott Park, represents an increase of \$3,265,126 or 3.99% from the FY17 budget.



The next four tables summarize major expenditures for each of the four components of the Operating budget: General Government, Police, Fire and School Departments. The tables provide the FY16 budget, FY16 actual, FY17 budget, FY 18 Department Request, and the FY18 City Manager's recommended as well as the percent and dollar change over FY17. Detail information regarding each of these major departments is located in their respective pages of this document.

In these tables, the categories labeled *Other Benefits* and *Other Operating* primarily include the following details.

Other Benefits:

- Social Security
- Medicare
- Clothing Allowance
- Unemployment Compensation
- Life & Long-Term Disability

Other Operating:

- Telephone, Postage, Office Supplies
- Small office equipment
- Repairs to vehicles and equipment
- Furniture and fixtures
- Janitorial supplies
- Software and Software maintenance
- Sand & Salt for roads

General Government

The General Government includes services provided by the following departments:

City Council	Legal	Health	Public Welfare
City Manager	Finance	Public Works	Social Services
Human Resources	Planning	Public Library	Other Gen Admin
City Clerk/Elections	Inspections	Recreation	Senior Services
Emergency Management			

The total proposed City Manager recommended FY18 budget for the General Government is \$18,808,621. This is an increase of \$598,376 or 3.29% from FY17.

GENERAL GOVERNMENT	FY16	FY16	FY17	FY18	FY18	CM %	CM \$
	BUDGET	ACTUAL	BUDGET	DEPARTMENT REQUEST	CITY MANAGER RECOMMENDED	CHANGE FROM FY17	CHANGE FROM FY17
SALARIES	7,002,141	6,799,535	7,272,879	7,646,891	7,646,891	5.14%	374,012
PART-TIME SALARIES	770,841	778,827	850,992	836,862	836,862	-1.66%	(14,130)
CITY COUNCIL/TRUSTEES	20,400	18,300	20,400	20,400	20,400	0.00%	0
OVERTIME	335,948	254,323	355,767	355,500	355,500	-0.08%	(267)
LONGEVITY	52,156	51,739	53,637	56,888	56,888	6.06%	3,251
RETIREMENT	844,365	814,848	884,251	926,471	926,471	4.77%	42,220
HEALTH INSURANCE	1,730,097	1,730,097	1,811,412	1,907,870	1,907,870	5.33%	96,458
DENTAL INSURANCE	128,300	118,140	128,300	126,520	126,520	-1.39%	(1,780)
INSURANCE REIMBURSEMENT	65,814	52,386	58,500	55,000	55,000	-5.98%	(3,500)
LEAVE AT TERMINATION	275,000	275,000	250,000	250,000	250,000	0.00%	0
LIFE AND DISABILITY	48,000	45,359	47,209	53,940	53,940	14.26%	6,731
WORKERS' COMPENSATION	169,870	169,870	159,708	162,455	162,455	1.72%	2,747
OTHER BENEFITS	631,449	572,373	660,038	680,205	680,205	3.06%	20,167
TOTAL CONTRACTUAL OBLIGATION	12,074,381	11,680,795	12,553,093	13,079,002	13,079,002	4.19%	525,909
TRAINING/EDUCATION/CONFERENCES	66,850	42,318	72,025	77,625	77,625	7.78%	5,600
ELECTRICITY	805,800	687,818	809,400	734,400	734,400	-9.27%	(75,000)
NATURAL GAS	181,000	95,662	158,000	150,000	150,000	-5.06%	(8,000)
GASOLINE	225,000	106,949	200,000	180,000	180,000	-10.00%	(20,000)
WELFARE DIRECT ASSISTANCE	251,100	178,367	222,600	227,600	227,600	2.25%	5,000
OUTSIDE SOCIAL SERVICES	149,894	150,074	154,540	168,052	168,052	8.74%	13,512
CONTRACTED SERVICES	1,201,621	1,466,044	1,337,814	1,447,348	1,447,348	8.19%	109,534
ADVERTISING	33,800	36,297	34,000	33,500	33,500	-1.47%	(500)
PRINTING	32,160	20,443	28,720	32,995	32,995	14.89%	4,275
PROFESSIONAL ORGANIZATION DUES	64,246	59,680	67,296	69,177	69,177	2.80%	1,881
OTHER OPERATING	2,581,217	2,689,200	2,572,757	2,608,922	2,608,922	1.41%	36,165
TOTAL OTHER OPERATING	5,592,688	5,532,853	5,657,152	5,729,619	5,729,619	1.28%	72,467
TOTAL GENERAL GOVERNMENT	17,667,069	17,213,648	18,210,245	18,808,621	18,808,621	3.29%	598,376

Police Department

The City Manager recommended FY18 budget for the Police Department is \$10,798,161. This is an increase of \$415,314 or 4% from FY17 and \$185,452 less than the Department request.

POLICE DEPARTMENT	FY16	FY16	FY17	FY18	FY18	CM %	CM \$
	BUDGET	ACTUAL	BUDGET	DEPARTMENT REQUEST	CITY MANAGER RECOMMENDED	CHANGE FROM FY17	CHANGE FROM FY17
SALARIES - UNIFORM	3,703,347	3,460,808	3,934,140	4,141,383	4,141,383	5.27%	207,243
SALARIES - CIVILIAN	1,079,450	921,634	1,184,183	1,250,007	1,250,007	5.56%	65,824
SHIFT DIFFERENTIAL	24,499	18,407	31,798	38,860	38,860	22.21%	7,062
PART-TIME SALARIES	149,267	228,040	117,103	120,856	120,856	3.20%	3,753
COMMISSIONER STIPEND	3,600	3,500	3,600	3,600	3,600	0.00%	0
OVERTIME	519,423	663,329	523,423	532,073	532,073	1.65%	8,650
HOLIDAY	149,982	149,960	169,559	179,103	179,103	5.63%	9,544
LONGEVITY	35,963	33,541	34,232	37,920	37,920	10.77%	3,688
SPECIAL DETAIL / EDUCATION STIPEN	71,194	66,352	181,947	152,456	152,456	-16.21%	(29,491)
RETIREMENT	1,301,852	1,241,041	1,412,088	1,627,741	1,627,741	15.27%	215,653
HEALTH INSURANCE	1,490,798	1,490,798	1,560,866	1,643,982	1,643,982	5.32%	83,116
DENTAL INSURANCE	91,432	77,304	94,842	91,694	91,694	-3.32%	(3,148)
INSURANCE REIMBURSEMENT	3,221	3,554	10,222	14,000	14,000	36.96%	3,778
LEAVE AT TERMINATION	155,203	155,203	155,203	155,203	155,203	0.00%	0
LIFE AND DISABILITY	6,154	5,163	6,604	6,791	6,791	2.83%	187
WORKERS' COMPENSATION	119,147	119,457	187,175	193,944	193,944	3.62%	6,769
OTHER BENEFITS	222,101	209,826	237,745	249,911	249,911	5.12%	12,166
POLICE SERVICES-PARKING FUND	(80,000)	(80,000)	(80,000)	(80,000)	(80,000)	0.00%	0
POLICE SERVICES-SCHOOL DEPT	-	(40,000)	-	-	-	0.00%	0
Contractual Obligations	9,046,633	8,727,918	9,764,730	10,359,524	10,359,524	6.09%	594,794
TRAINING/EDUCATION/CONFERENCES	54,142	80,570	67,445	73,469	73,469	8.93%	6,024
GASOLINE	113,419	48,778	100,000	54,208	54,208	-45.79%	(45,792)
CONTRACTED SERVICES	27,768	117,575	30,731	36,652	36,652	19.27%	5,921
ADVERTISING	2,703	2,183	2,784	2,867	2,867	2.98%	83
PRINTING	5,328	4,924	5,489	5,654	5,654	3.01%	165
PROFESSIONAL ORGANIZATION DUES	9,118	9,237	19,383	19,966	19,966	3.01%	583
OTHER OPERATING	358,577	527,751	392,285	431,273	431,273	9.94%	38,988
Other Operating	571,055	791,018	618,117	624,089	624,089	0.97%	5,972
CITY MANAGER RECOMMENDED REDUCTION					(185,452)		
TOTAL POLICE DEPARTMENT	9,617,688	9,518,936	10,382,847	10,983,613	10,798,161	4.00%	415,314

Fire Department

The Fire Department's FY18 City Manager proposed budget is \$8,674,534. This is an increase of \$333,636 or 4% from FY17 and \$87,488 less than the Department request.

FIRE DEPARTMENT	FY16	FY16	FY17	FY18	FY18	CM %	CM \$
	BUDGET	ACTUAL	BUDGET	DEPARTMENT REQUEST	CITY MANAGER RECOMMENDED	CHANGE FROM FY17	CHANGE FROM FY17
SALARIES	3,421,986	3,422,786	3,574,579	3,664,510	3,664,510	2.52%	89,931
PART-TIME SALARIES	56,481	61,995	64,741	61,340	61,340	-5.25%	(3,401)
COMMISSIONER STIPEND	3,600	3,600	3,600	3,600	3,600	0.00%	0
OVERTIME	609,000	636,978	656,000	666,500	666,500	1.60%	10,500
HOLIDAY	136,923	137,221	143,060	141,364	141,364	-1.19%	(1,696)
LONGEVITY	33,186	33,189	36,495	39,272	39,272	7.61%	2,777
CERTIFICATION STIPENDS	246,734	245,355	273,333	281,821	281,821	3.11%	8,488
RETIREMENT	1,307,089	1,301,357	1,376,849	1,544,597	1,544,597	12.18%	167,748
HEALTH INSURANCE	1,157,270	1,157,270	1,211,661	1,276,243	1,276,243	5.33%	64,582
DENTAL INSURANCE	70,077	65,527	65,006	67,006	67,006	3.08%	2,000
INSURANCE REIMBURSEMENT	56,660	68,844	77,029	95,147	95,147	23.52%	18,118
LEAVE AT TERMINATION	70,084	70,084	70,084	70,084	70,084	0.00%	0
WORKERS' COMPENSATION	199,769	199,459	149,607	175,906	175,906	17.58%	26,299
LIFE AND DISABILITY	23,330	22,695	23,187	24,456	24,456	5.47%	1,269
OTHER BENEFITS	108,397	105,665	113,266	114,817	114,817	1.37%	1,551
Contractual Obligations	7,500,586	7,532,026	7,838,497	8,226,663	8,226,663	4.95%	388,166
TRAINING/EDUCATION/CONFERENCES	26,500	17,474	18,000	21,000	21,000	16.67%	3,000
ELECTRICITY	51,250	42,310	55,000	55,000	55,000	0.00%	0
NATURAL GAS	34,200	22,482	34,000	35,020	35,020	3.00%	1,020
GASOLINE	57,780	27,809	58,000	58,000	58,000	0.00%	0
CONTRACTED SERVICES	21,000	13,366	47,325	46,325	46,325	-2.11%	(1,000)
ADVERTISING	500	127	500	500	500	0.00%	0
PRINTING	250	482	250	250	250	0.00%	0
PROFESSIONAL ORGANIZATION DUES	13,901	10,442	13,901	13,902	13,902	0.01%	1
OTHER OPERATING	291,100	282,901	275,425	305,362	305,362	10.87%	29,937
Other Operating	496,481	417,393	502,401	535,359	535,359	6.56%	32,958
CITY MANAGER RECOMMENDED REDUCTION							
TOTAL FIRE DEPARTMENT	7,997,067	7,949,420	8,340,898	8,762,022	8,674,534	4.00%	333,636

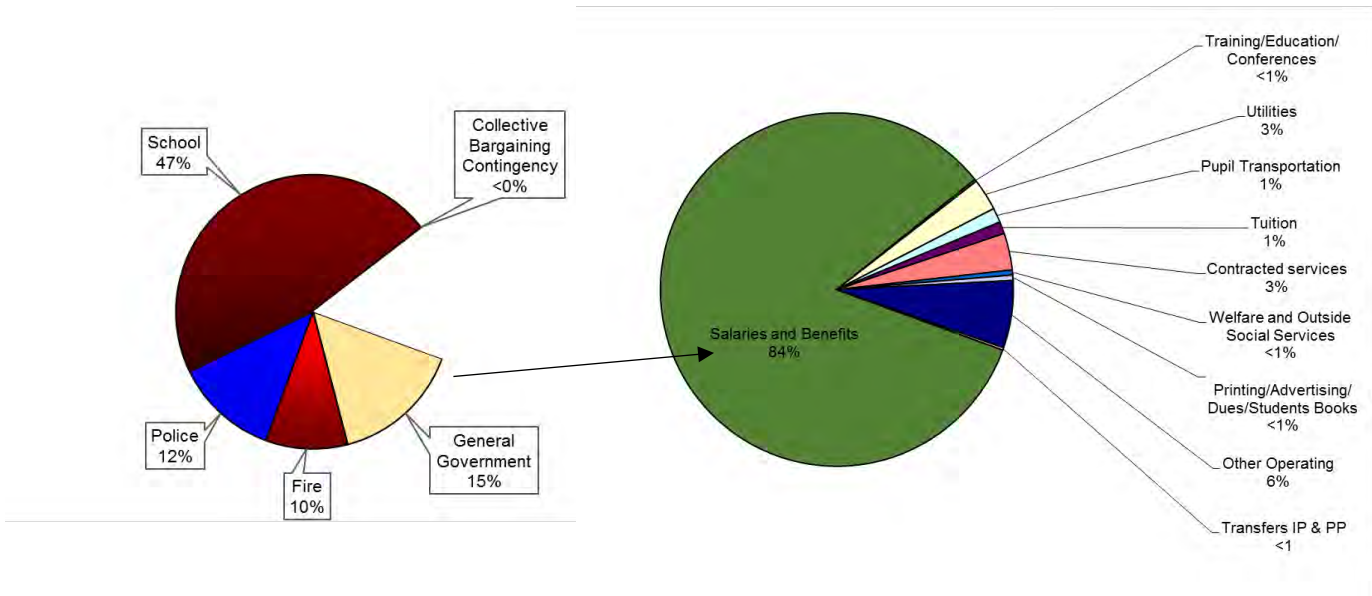
School Department

The School Department's FY18 proposed budget is \$46,471,405. This is an increase of \$1,787,321 or 4% from FY17.

SCHOOL DEPARTMENT	FY16	FY16	FY17	FY18	FY18	CM %	CM \$
	BUDGET	ACTUAL	BUDGET	DEPARTMENT REQUEST	CITY MANAGER RECOMMENDED	CHANGE FROM FY17	CHANGE FROM FY17
TEACHERS	19,014,295	19,003,240	19,488,783	19,977,765	19,977,765	2.51%	488,982
SALARIES	4,272,255	4,260,440	4,398,091	4,576,756	4,576,756	4.06%	178,665
PART-TIME SALARIES	743,648	927,272	758,971	761,151	761,151	0.29%	2,180
SCHOOL BOARD STIPEND	14,000	13,925	14,000	14,000	14,000	0.00%	0
OVERTIME	68,936	97,204	68,935	68,935	68,935	0.00%	0
RETIREMENT	3,446,013	3,404,341	3,595,791	4,083,106	4,083,106	13.55%	487,315
HEALTH INSURANCE	6,154,349	6,154,349	6,443,603	6,786,725	6,786,725	5.33%	343,122
DENTAL INSURANCE	351,247	372,581	364,247	374,581	374,581	2.84%	10,334
LEAVE AT TERMINATION	400,000	400,000	400,000	400,000	400,000	0.00%	0
WORKERS' COMPENSATION	95,586	95,586	150,963	159,542	159,542	5.68%	8,579
LIFE AND DISABILITY	185,139	189,521	185,139	188,139	188,139	1.62%	3,000
PROFESSIONAL DEVELOPMENT	260,498	252,334	263,498	263,352	263,352	-0.06%	(146)
OTHER BENEFITS	1,874,317	1,827,458	1,950,442	2,009,752	2,009,752	3.04%	59,310
Contractual Obligations	36,880,283	36,998,251	38,082,463	39,663,804	39,663,804	4.15%	1,581,341
TUITION	821,126	764,811	853,514	940,269	940,269	10.16%	86,755
TRANSPORTATION	1,043,425	1,023,915	1,086,341	1,131,214	1,131,214	4.13%	44,873
CONTRACTED SERVICES	1,317,355	1,386,326	1,344,782	1,346,211	1,346,211	0.11%	1,429
ADVERTISING	2,775	-	2,775	2,775	2,775	0.00%	0
PRINTING	17,229	11,904	16,680	16,480	16,480	-1.20%	(200)
ELECTRICITY	883,193	733,097	832,943	832,943	832,943	0.00%	0
NATURAL GAS	423,603	269,248	382,353	382,353	382,353	0.00%	0
FUEL OIL	786	-	786	786	786	0.00%	0
GASOLINE	18,700	7,939	15,000	13,000	13,000	-13.33%	(2,000)
REPAIR/MAINTENANCE	416,279	522,258	465,450	502,433	502,433	7.95%	36,983
STUDENT BOOKS / PERIODICALS	209,018	189,786	202,779	187,589	187,589	-7.49%	(15,190)
PROFESSIONAL ORGANIZATION DUES	36,318	50,020	36,739	37,314	37,314	1.57%	575
PROPERTY & LIABILITY (SCHOOL ONLY)	125,577	124,577	136,789	139,820	139,820	2.22%	3,031
OTHER OPERATING	1,186,543	1,299,888	1,224,690	1,274,414	1,274,414	4.06%	49,724
Other Operating	6,501,927	6,383,770	6,601,621	6,807,601	6,807,601	3.12%	205,980
TOTAL	43,382,210	43,382,021	44,684,084	46,471,405	46,471,405	4.00%	1,787,321

Salaries, Benefits, and other Operating

As 84% of the Operating Budget represents salaries and benefits, the remaining 16% of the Operating Budget is comprised of non-salary and benefit costs such as utilities, contracted services, building and equipment repairs and maintenance, supplies, welfare and outside assistance, special needs tuition, transportation and other charges as depicted in the chart below.



Employee Relations

The City of Portsmouth has a total of sixteen (16) collective bargaining units of which four will expire on June 30, 2017 and the remaining twelve agreements will have settled contracts for FY18. (See table below). Therefore, the employee salaries in the highlighted areas below are submitted in the proposed budgets without salary adjustments (with the exception of step increases and stipends for eligible employees).

General Government	Expires	Police	Expires	Fire	Expires	School	Expires
Professional Management Association (PMA)	6/30/2018	Ranking Officers Association	6/30/2018	Fire Officers Association	6/30/2018	Principals/Directors	6/30/2018
Supervisory Management Alliance (SMA)	6/30/2018	Portsmouth Patrolman Association	6/30/2018	FireFighter Association	6/30/2018	Association of Portsmouth's Teachers	6/30/2018
AFSCME Local 1386B Library & Clericals	6/30/2017	Civilians	6/30/2018			Clerical Employees	6/30/2018
AFSCME Local 1386 Public Works	6/30/2019					Custodial	6/30/2017
						Cafeteria	6/30/2017
						Paraprofessionals	6/30/2017
						Custodial Supervisors	6/30/2018

Retirement

The New Hampshire Retirement System (NHRS) sets the contribution rate every two years and FY18 marks the first year for this certification period. The following tables depict both the City's and employee's contribution rates.

RETIREMENT RATES-EMPLOYER				RETIREMENT RATES-EMPLOYEE	
	FY17 Rates	FY18 Rates	% change from FY17 rates		Rates
GROUP I					
Employees	11.17%	11.38%	1.88%	Employees	7.00%
Teachers	15.67%	17.36%	10.78%	Teachers	7.00%
GROUP II					
Police	26.38%	29.43%	11.56%	Police	11.55%
Fire	29.16%	31.89%	9.36%	Fire	11.80%

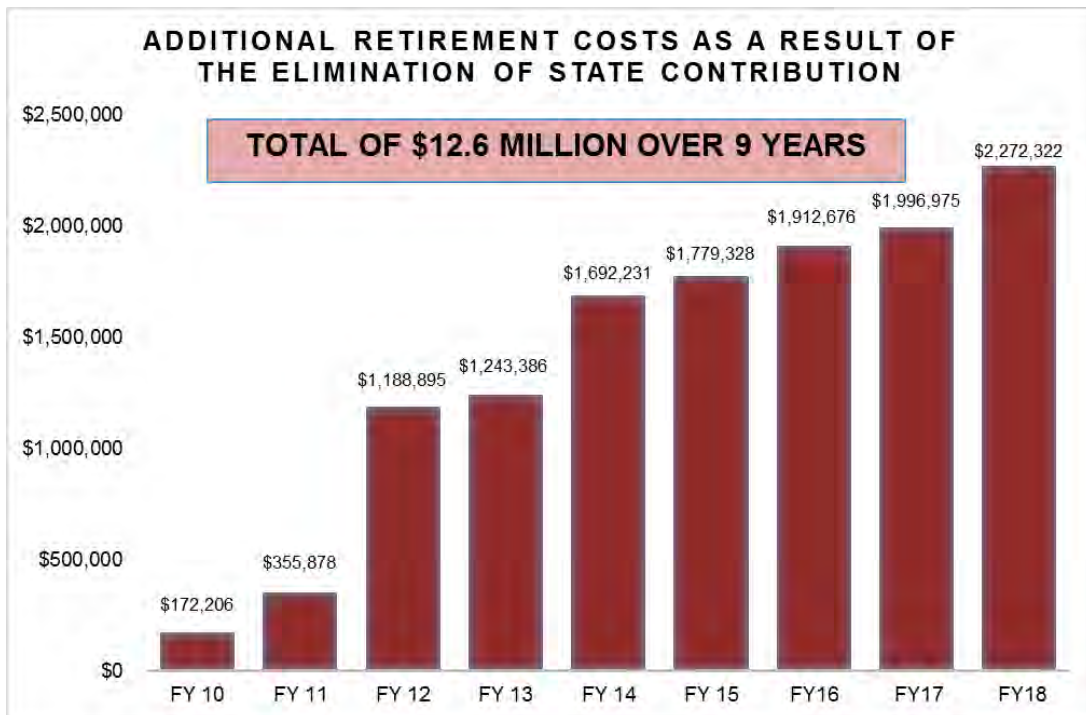
The following table displays the increase in Retirement for FY18 by department due to salary adjustments including step increases. The increase of \$912,936 or 12.56% over FY17 does not reflect any retirement increases associated with salary adjustments for the four (4) collective bargaining agreements that will be expired on June 30, 2017.

RETIREMENT APPROPRIATION FY18				
	FY17 Budget	FY18 Proposed Budget	\$ Change	Percent % Change
General Government	884,251	926,471	42,220	4.77%
Police Department	1,412,088	1,627,741	215,653	15.27%
Fire Department	1,376,849	1,544,597	167,748	12.18%
School Department	3,595,791	4,083,106	487,315	13.55%
Total	\$7,268,979	\$8,181,915	\$912,936	12.56%

Prior to FY10 the State of New Hampshire contributed 35% of employer contributions for Teachers, Police and Fire personnel. In FY10 and FY11, the State began to eliminate this contribution by reducing its' obligation to 30% and 25% respectively and was then reduced to zero percent for FY12 and all subsequent Fiscal Years.

STATE RETIREMENT CONTRIBUTION PROPORTIONS					
	FY09 Rates	FY10 Rates	FY11 Rates	FY12-FY17 Rates	FY18 Rates
GROUP I					
Employees	0.00%	0.00%	0.00%	0.00%	0.00%
Teachers	35.00%	30.00%	25.00%	0.00%	0.00%
GROUP II					
Police	35.00%	30.00%	25.00%	0.00%	0.00%
Fire	35.00%	30.00%	25.00%	0.00%	0.00%

The City of Portsmouth has been forced to pay the portion of the contribution that was historically paid by the State of NH. In FY18 alone, the elimination of State contributions will cost the City of Portsmouth's tax payer nearly \$2.3 million. This equates to nearly \$12.6 million over the past nine fiscal years (FY10-FY18) as depicted in the following chart.



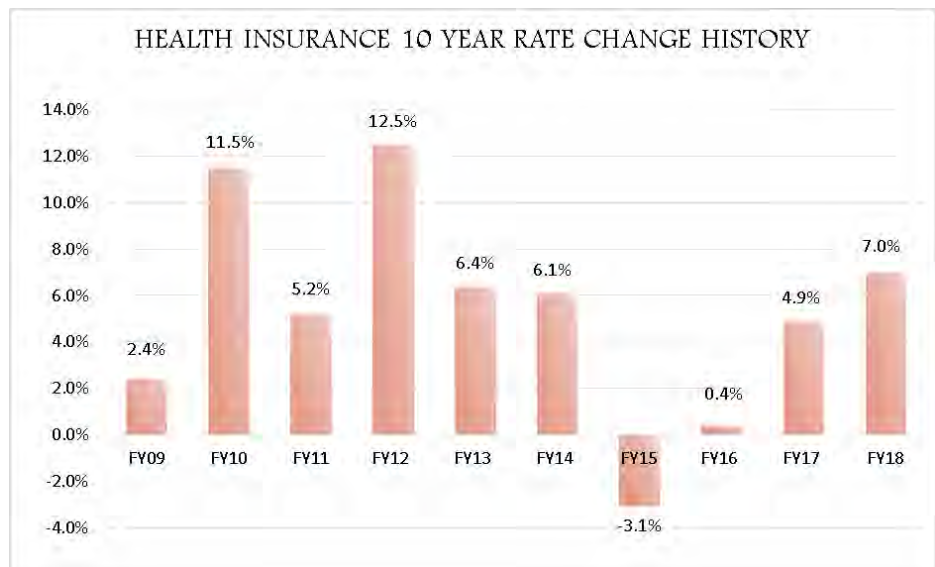
Health Insurance

Depending on the terms of each collective bargaining unit, the City offers either HealthTrust Products supported by Blue Cross or SchoolCare Product supported by Cigna.

The total FY18 estimated health insurance premium for General Government, Police, Fire and School Department is projected at just over \$13.5 million

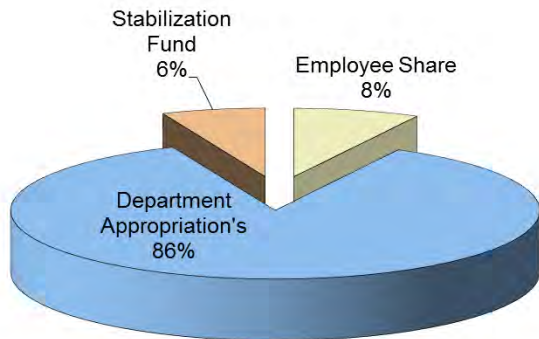
The City employees' share will be approximately \$1.1 million or 8% of the total cost.

City Contribution projected at \$12.4 million or 92%.



In order to avoid large spikes within each department’s annual budget, the Health Insurance Stabilization Fund Policy was created in 2002. [Detailed information on the Health Insurance Stabilization Fund can be found in the Financial Policies and Guidelines section of the budget document]. Per the Policy the annual appropriation amount for each department is determined by the average increase of Health Insurance rates provided by HealthTrust over 10 years. HealthTrust has announced a 7% premium increase in rates. For FY18, General Government, Police, Fire, and School Department used the rolling average of 5.33% to increase the health insurance appropriation.

HEALTH INSURANCE	FY17 Budget	FY18 Budget Increase @ 5.33%	FY18 Budget	FY18 Estimated City Cost	Health Ins Stabilization Fund
General Government	1,811,412	96,458	1,907,870	2,129,340	(221,470)
Police Department	1,560,866	83,116	1,643,982	1,765,649	(121,667)
Fire Department	1,211,662	64,581	1,276,243	1,166,405	109,838
School	6,443,603	343,122	6,786,725	7,408,455	(621,730)
Total General Fund	\$11,027,543	\$587,277	\$11,614,820	\$12,469,849	(\$855,029)



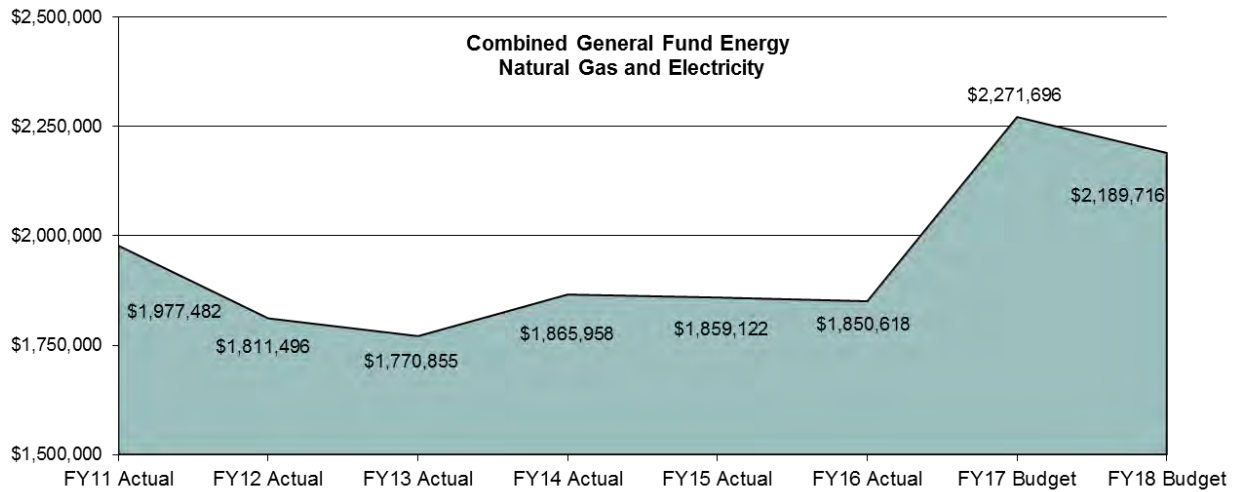
The total represents an increase in the operating budget of \$587,277 for FY18 with the balance of approximately \$855,000 for to be funded with the health insurance stabilization reserves.

Utility Cost

The City of Portsmouth continues its efforts to reduce energy costs through energy conservation and improvements to the infrastructure of municipal facilities. City staff have been working to identify potential savings and upgrading City street lighting from incandescent to LED lighting in FY17. The City’s commitment to the principles of sustainability includes decreasing our dependence on fossil fuels and synthetic chemicals. All City-owned diesel fuel-powered vehicles operate on biodiesel. In addition, the City continues to negotiate competitive rates from third-party vendors for natural gas and electricity supply, saving thousands of dollars.

The proposed budget of \$2,189,716 for utilities reflects a *decrease* of \$81,980 or 3.6% from FY17. The decrease is a result of energy market changes and a continued commitment to sustainable practices which includes LED lighting the City street lighting.

The following chart depicts the General Fund appropriations for natural gas and electricity over the last seven years;



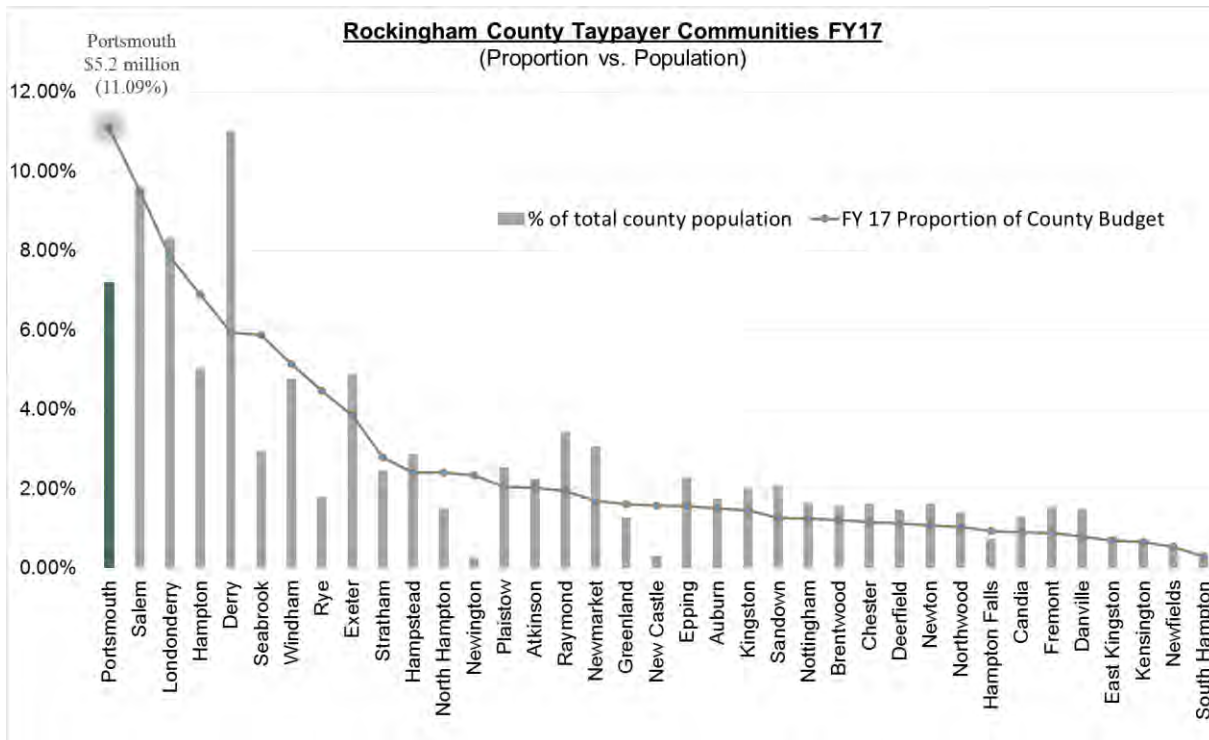
Non-Operating Budget

The Non-Operating budget of \$24,722,005 represents a *decrease* of \$972,764 or 3.79% from the FY17 budget mainly because of a two one-time capital projects in FY17 of \$2,250,000. Without supplemental funding for these projects the non-operating budget would have gone up \$1,277,236 or 5.4%. The non-operating budget consists of expenditures for the following:

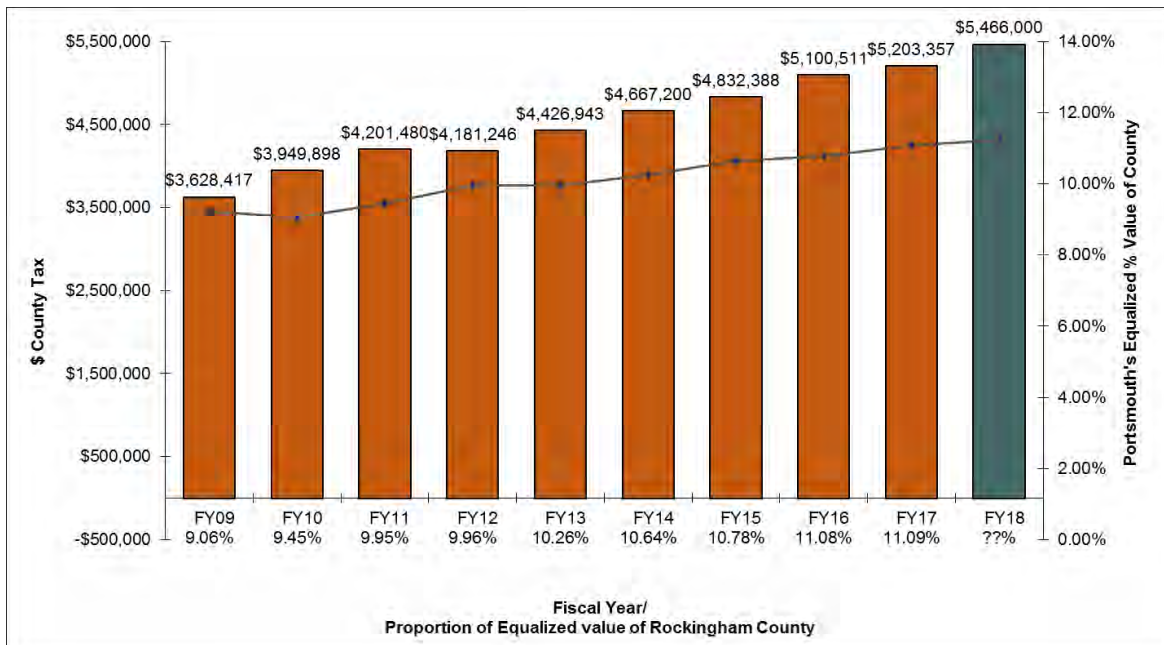
	Proposed Appropriation	Non-Operating Budget
Debt Service & Related Expenses	\$13,360,154	54.0%
Overlay	\$1,000,000	4.0%
Property & Liability	\$363,376	1.5%
County Tax	\$5,466,000	22.1%
Contingency	\$300,000	1.2%
Rolling Stock	\$886,000	3.6%
IT Equipment Replacement	\$715,158	2.9%
Capital Outlay	\$2,140,000	8.7%
Other General Non-Operating	\$491,317	2.0%
Total Non-Operating	\$24,722,005	

County Tax

The City of Portsmouth is annually assessed its portion of the Rockingham County budget based on the City's share of the equalization of property values for the entire county. While the City of Portsmouth has the 4th largest population (7.2% of county population) of the 37 communities in Rockingham County, it contributes the largest amount of County Tax (FY 17 11.09%) as depicted in the following graph.



In FY18, it is estimated that Portsmouth will pay approximately \$5.5 million to Rockingham County. The following table depicts the property tax obligation and the equalized assessed value proportion history of the City of Portsmouth to Rockingham County for the last nine (9) years as well as the estimated tax for FY18.



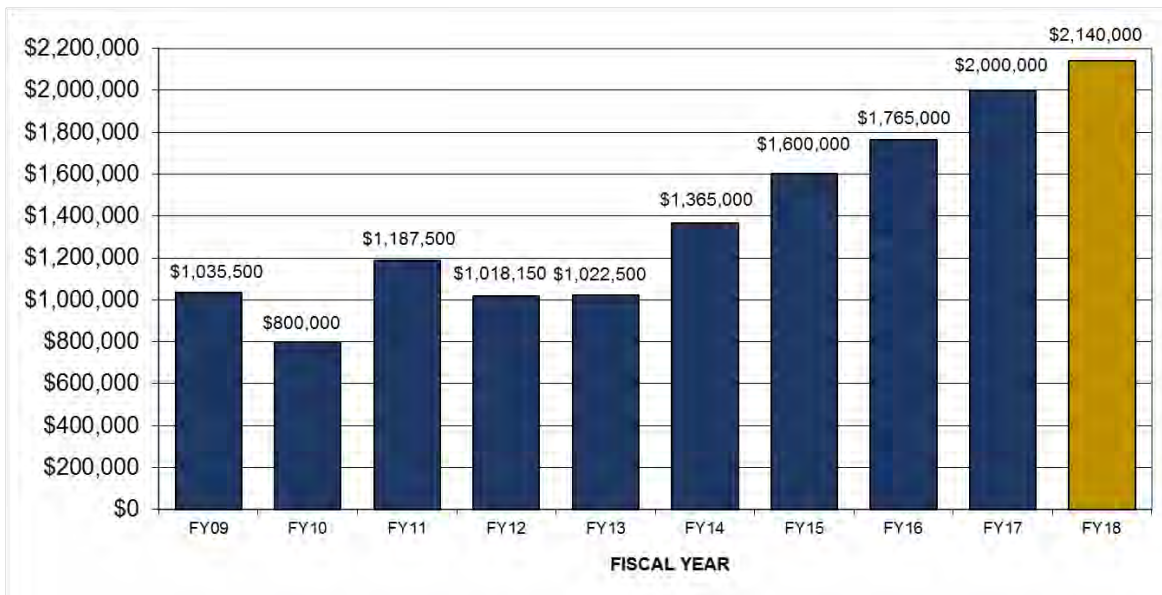
The proportion of the City's share, which determines the actual amount due to the County, is established by the Department of Revenue at the time of setting the tax rate.

Capital Outlay

The Planning Board has recommended for FY18 an appropriation of \$2,140,000 from the General Fund for capital projects within the Capital Improvement Plan which meets the policy of budgeting 2% of current year appropriation for Capital Outlay. Appendix II identifies projects funded by all funds within the plan.

The complete Capital Improvement Plan FY 2018-2023 can be viewed and downloaded at the following link: <http://planportsmouth.com/2018-2023CapitalImprovementPlan.pdf>

The chart below provides the history of capital outlay in the General Fund, including the FY18 proposed capital outlay of \$2,140,000 as adopted by the City Council on March 6, 2017. The average expenditure for capital outlay over a 10-year period including the proposed FY18 budget is \$1,393,365 per year.



The Capital Outlay appropriation is included in the non-operating budget of the General Fund. The following lists the recommended individual projects that comprise the proposed Capital Outlay appropriation for the General Fund and was approved by the City Council. A description of each of the following projects can be found in Appendix II of this document.

**Capital Improvements
Fiscal Year 2018
Taken from Capital Improvement Plan 2018-2023**

Budget Book

PAGE

City Council Adopted 03/06/17

II-23	THERMAL IMAGING CAMERA	\$22,000
II-24	FIRE PROTECTIVE EQUIPMENT REPLACEMENT	\$60,000
II-25	POLICE GYM EQUIPMENT	\$20,000
II-31	HISTORIC DOCUMENT STORAGE FACILITY	\$50,000
II-32	HISTORIC DOCUMENT RESTORATION, PRESERVATION AND SCANNING	\$50,000
II-33	PRESCOTT PARK: FACILITIES CAPITAL IMPROVEMENTS	\$80,000
II-36	PARK AND PLAYGROUND IMPROVEMENTS	\$75,000
II-37	IMPLEMENTATION OF PEIRCE ISLAND MASTER PLAN PROJECT	\$25,000
II-38	IMPLEMENTATION OF SAGAMORE CREEK PARCEL CONCEPTUAL	\$25,000
II-39	MCINTYRE FEDERAL OFFICE BUILDING-PLANNING AND IMPLEMENTATION	\$25,000
II-40	LAND ACQUISITION	\$25,000
II-40	OPEN SPACE PLAN	\$50,000
II-41	LAND USE REGULATION REVISION	\$50,000
II-43	CITYWIDE TREE REPLACEMENT PROGRAM	\$20,000
II-45	SOUND BARRIERS IN RESIDENTIAL AREA ALONG I-95	\$50,000
II-46	HISTORIC CEMETERY IMPROVEMENTS	\$40,000
II-47	CITYWIDE STORMDRAINAGE IMPROVEMENTS	\$200,000
II-61	CHESTNUT STREET PEDESTRIAN CONNECTOR	\$50,000
II-64	HAMPTON BRANCH RAIL TRAIL	\$225,000
II-65	BICYCLE/PEDESTRIAN PLAN IMPLEMENTATION	\$50,000
II-66	US ROUTE 1 NEW SIDEPATH CONSTRUCTION	\$30,000
II-67	ELWYN PARK SIDEWALKS PHASE I	\$20,000
II-70	CITYWIDE TRAFFIC SIGNAL UPGRADE PROGRAM	\$100,000
II-71	CITYWIDE INTERSECTION IMPROVEMENTS	\$100,000
II-72	WOODBURY AVE/MARKET ST PEDESTRIAN INTERSECTION IMPROVEMENTS	\$219,000
II-75	BRIDGE IMPROVEMENTS	\$100,000
II-76	LED STREETLIGHT CONVERSION	\$181,000
II-77	SIGN INVENTORY	\$45,000
II-81	LONGMEADOW ROAD EXTENSION	\$50,000
II-14	CAPITAL CONTINGENCY	\$103,000
		\$2,140,000

Rolling Stock

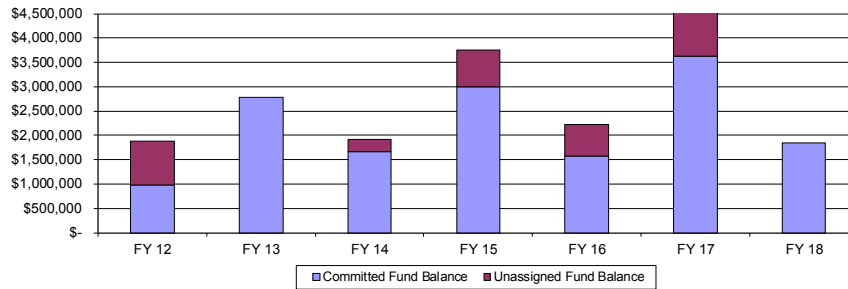
The Rolling Stock program is intended to provide an overall schedule for the expenditure of City funds on replacement of vehicles and equipment necessary to carry out daily City activities. The complete 10 year schedule is located in Appendix I of this budget document. The following schedule will be funded by pay-as-you-go financing except for a Fire Boat using financing of \$180,000.

FY 18 Rolling Stock Requests:

Public Works	10 Wheel Roll-Off	190,000	
	Packer (Year 1 of 2 funding)	90,000	
	Dump with Grapple (Year 1 of 2 funding)	85,000	
	1/2 Ton Pick Up	25,000	
	Assessing Staff vehicle	16,000	
	Compactor (2)	100,000	
	Plow	15,000	
		Total Public Works	521,000
Police	Explorer (2)	102,200	
	Escape (3)	117,300	
		Total Police	219,500
Fire	Ambulance (Year 1 of 3 funding)	85,000	
	SUV	45,000	
	Fire Boat (Bonding \$180,000)		
		Total Fire	130,000
School	60" Mower with bagging system	12,500	
	2 Ton Dump Body Trailer	3,000	
		Total School	15,500
TOTAL GENERAL FUND			886,000
Parking	Small Packer (Year 1 of 2 funding)	50,000	
	Street Sweeper (Year 1 of 3 funding)	50,000	
	Utility/Sidewalk Tactor (Year 1 of 2 funding)	75,000	
	Sidewalk Tractor (Year 2 of 3 funding)	50,000	
	Pickup	45,000	
	PEO vehicles (2)	40,000	
		TOTAL PARKING/TRANSPORTATION	310,000
Water	Van	30,000	
	Flat Bed Trailer	22,000	
	10 Wheel Dump Truck (Year 1 of 2 funding)	48,000	
	SUV	25,000	
	Message Board	20,000	
	Misc Equip	65,000	
		TOTAL WATER	210,000
Sewer	1Ton Pick-up (Year 2 of 2 funding)	35,000	
	Vactor (Year 1 of 2 funding)	187,500	
	SUV	25,000	
	Misc Equip	225,000	
		TOTAL SEWER	472,500
TOTAL CITY OF PORTSMOUTH			1,878,500

Use of Fund Balance

While property taxes remain the City of Portsmouth's major source of funding for the services provided by the General Government, Police, Fire and School Departments, the City has diligently utilized other sources of revenue to keep the tax rate stable and predictable. One source is the use of Fund Balance. Each year, it is utilized to help mitigate the effects of property taxes through either the budget process or with supplemental appropriations. In FY18 the use of \$1,850,000 is scheduled to be utilized from committed fund balance to help offset the use of property taxes. The annual use of Fund Balance is depicted in the table below:

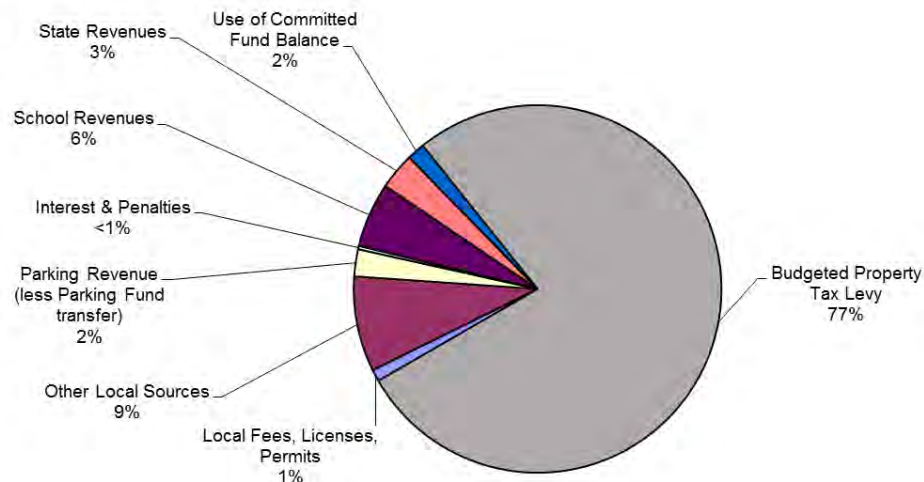


Use of:	FY 12	FY 13	FY 14	FY 15	FY 16	FY 17	FY 18	Total FY12-FY18
Committed Fund Balance	973,500	2,772,742	1,673,500	2,991,397	1,573,500	3,623,500	1,850,000	15,458,139
Unassigned Fund Balance	900,000	-	247,000	755,500	650,000	915,800	-	3,468,300
Total Use of Fund Balance	1,873,500	2,772,742	1,920,500	3,746,897	2,223,500	4,539,300	1,850,000	18,926,439
Average Use Per Year								2,703,777

Revenues

The FY18 Municipal General Fund Budget appropriations would be funded from the following sources:

- \$84,243,509 Property Taxes.
- \$9,815,677 Other Local Sources.
- \$6,369,332 School Tuition and other School Fees
- \$3,412,382 State Revenue and State School Building Aid.
- \$2,412,305 Parking Revenues less the amount to be transferred to the Parking Fund.
- \$1,850,000 Use of Committed Fund Balance
- \$1,167,000 Local Fees and Permits.
- \$485,000 Interest and Penalties.



ENTERPRISE FUNDS

Enterprise Funds account for operations that are financed and operated in a manner similar to private business. Enterprise funds must have fees and or charges sufficient enough to cover the cost of providing goods and services, including capital costs (i.e depreciation and debt service). The City of Portsmouth has two Enterprise Funds: Water and Sewer.

The following are highlights of the City's Water and Sewer Enterprise Funds presented on a full accrual basis of accounting required for financial reporting purposes. User rates for both water and sewer are calculated based on the cash requirements less estimated revenues for the fiscal year. The calculation of user rates are presented in the Departmental section of this document where more detail and rate information is described.

WATER ENTERPRISE FUND

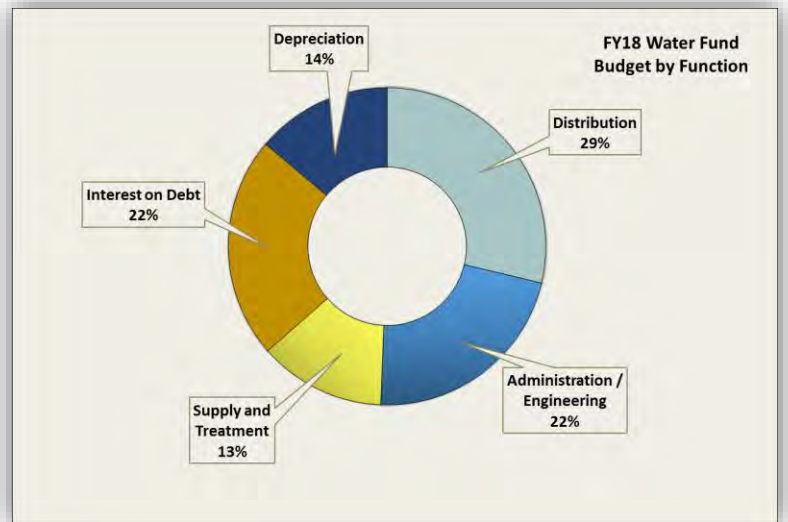
Total Appropriation

Appropriations on a full accrual basis of accounting for the Water Enterprise Fund total \$8,121,195. This is an increase of \$26,034 or .32% from the FY17 budget. The following table is a summary of major expense categories for the FY16 budget and actual, FY17 budget and the proposed FY18 budget.

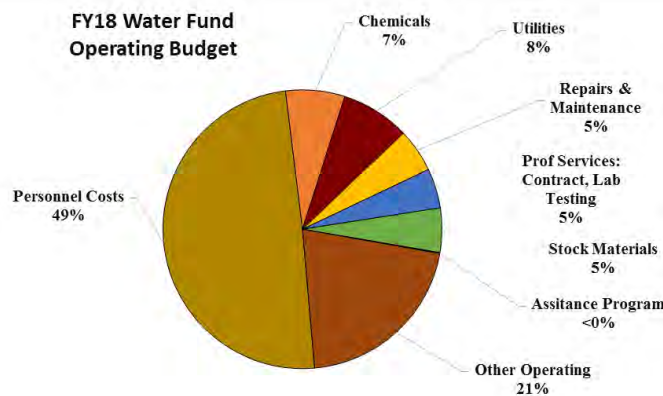
Water Fund	FY16 Budget	FY16 Actual	FY17 Budget	FY18 City Manager Recommended	% Change	\$ Change
EXPENSES						
<u>Operations and Maintenance Expenses</u>						
Personnel Costs	2,429,848	2,258,362	2,562,184	2,524,140	-1.48%	(38,044)
Chemicals	451,000	313,296	365,000	350,000	-4.11%	(15,000)
Electricity	390,801	314,688	332,900	337,100	1.26%	4,200
Natural Gas	5,354	1,579	5,354	0	-100.00%	(5,354)
Propane & Fuel Oil	32,142	18,185	32,142	29,212	-9.12%	(2,930)
Gasoline & Diesel	71,867	25,509	42,142	41,000	-2.71%	(1,142)
Repairs & Maintenance	165,470	292,108	212,900	258,550	21.44%	45,650
Prof Services: Contract, Lab Testing	114,862	149,400	165,612	234,450	41.57%	68,838
Stock Materials	227,400	250,543	232,200	262,700	13.14%	30,500
Assistance Program	25,000	1,586	10,000	5,000	-50.00%	(5,000)
Other Operating	1,078,853	1,042,827	1,104,758	1,063,133	-3.77%	(41,625)
<i>Operations and Maintenance Subtotal</i>	4,992,597	4,668,082	5,065,192	5,105,285	0.79%	40,093
<u>Non-Operating Expenses</u>						
Interest on Debt	1,096,925	1,394,706	1,155,219	1,048,660	-9.22%	(106,559)
Property Taxes	118,000	126,075	118,000	125,500	6.36%	7,500
Depreciation	1,676,000	1,577,929	1,700,000	1,780,000	4.71%	80,000
Equipment	47,750	62,787	56,750	61,750	8.81%	5,000
<i>Non-Operating Expenses Subtotal</i>	2,938,675	3,161,497	3,029,969	3,015,910	-0.46%	(14,059)
TOTAL	7,931,272	7,829,579	8,095,161	8,121,195	0.32%	26,034

The Water Fund budget consists of five (5) major functions:

1. Administration/Engineering: *Costs related to employee benefits, administrative overhead, GIS services, and engineering.*
2. Depreciation
3. Interest on Debt
4. Distribution: *Services, hydrants, mains, meters, meter reading, and cross connections.*
5. Supply and Treatment: *Madbury Treatment Plant, laboratory, a booster station, 8 wells, and 5 storage tanks.*



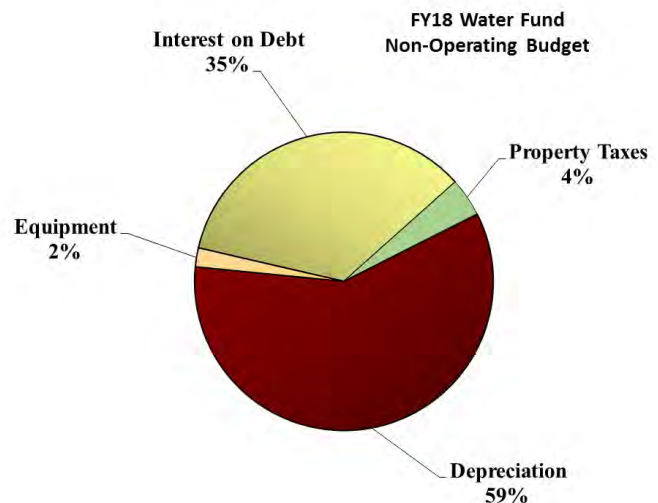
Operating Budget



The proposed Operating Budget is \$5,105,285 is 63% of the total budget. As depicted in the pie chart below, the personnel-related costs consist of 49% of the Operating Budget. The remaining 51% includes major costs related to providing quality and adequate supply of water.

Non-Operating Budget

The Non-Operating Budget of \$3,015,910 is 37% of the total proposed budget and consist of expenses related to capital projects, depreciation, minor equipment outlay, interest on debt and property taxes to the City of Dover, Town of Madbury and the Town of Barrington.



Capital Outlay

The Water Division, through the Capital Improvement Plan, requests funds from revenues to support the pay-as-you-go policy of the City in regard to capital improvements. Once the Capital Improvement Plan is approved, the funds for the capital projects are requested through the budget process. The following is a list of projects that were approved during the FY18 CIP process for a total of \$1,120,000. Details for each of these projects can be found in Appendix II of this document. In addition, the complete Capital Improvement Plan FY 2018-2023 can be viewed and downloaded at the following link: <http://planportsmouth.com/2018-2023CapitalImprovementPlan.pdf>

Water Fund Capital Outlay Projects Fiscal Year 2018

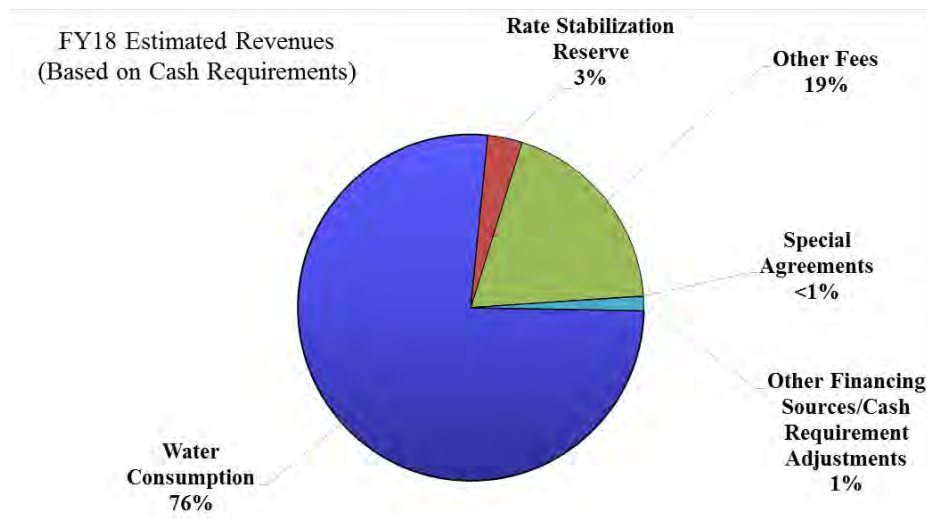
Appendix II Page:	CIP #		Water Revenues
II-88	EF-WD-01	ANNUAL WATER LINE REPLACEMENT	250,000
II-89	EF-WD-02	WELL STATIONS IMPROVEMENTS	150,000
II-90	EF-WD-03	WATER SYSTEM PRESSURE AND STORAGE IMPROVEMENTS	170,000
II-91	EF-WD-04	RESERVOIR MANAGEMENT	100,000
II-92	EF-WD-06	NEW GROUNDWATER SOURCE	200,000
II-94	EF-WD-08	WATER TRANSMISSION MAIN REPLACEMENT	250,000
Total Water Fund Capital Outlay			\$1,120,000

Revenues

The FY18 Water Division appropriations would be funded from the following sources to meet cash requirements:

- \$7,697,640 Water Consumption
- \$ 325,000 Rate Stabilization Reserve
- \$1,929,195 Other Fees
- \$3,225 State Revenues/Special Agreements
- \$133,165 Other Financing/Cash Requirement Adjustment

The following chart shows the percentage allocation of these estimated revenue sources.



SEWER ENTERPRISE FUND

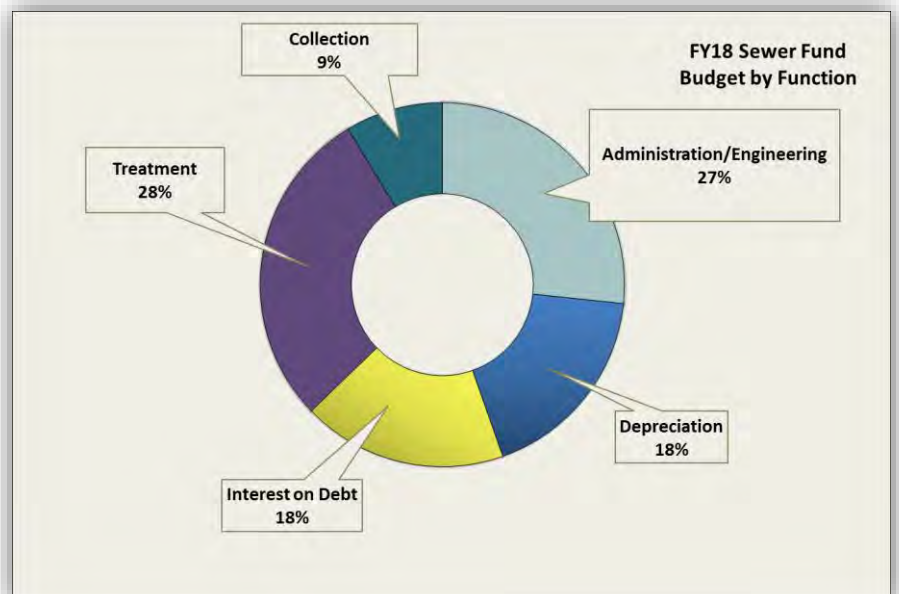
Total Appropriation

Appropriations on a full accrual basis of accounting for the Sewer Enterprise Fund total \$11,193,646. This is an increase of \$894,906 or 8.69% from FY17. The following table is a summary of major expense categories for the FY16 budget and actual, FY17 budget and the proposed FY18 budget.

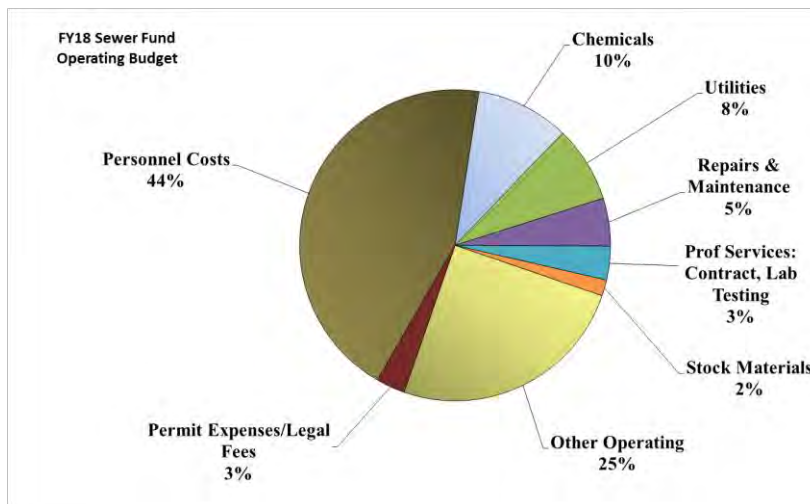
Sewer Fund	FY16 Budget	FY16 Actual	FY17 Budget	FY18 City Manager Recommended	% change	\$ Change
EXPENSES						
<u>Operations and Maintenance Expenses</u>						
Personnel Costs	2,663,473	2,472,653	2,691,794	3,073,535	14.2%	381,741
Chemicals	970,028	647,247	673,000	676,000	0.4%	3,000
Electricity	584,817	415,306	452,500	457,500	1.1%	5,000
Natural Gas	13,229	9,224	9,729	12,000	23.3%	2,271
Propane & Fuel Oil	60,607	33,613	41,107	33,500	-18.5%	(7,607)
Gasoline & Diesel	60,100	25,235	49,350	50,350	2.0%	1,000
Repairs & Maintenance	282,075	546,043	331,825	346,775	4.5%	14,950
Prof Services: Contract, Lab Testing	145,759	239,780	150,259	243,659	62.2%	93,400
Stock Materials	70,500	118,900	70,500	116,500	65.2%	46,000
Other Operating	1,516,425	1,405,885	1,440,479	1,548,205	7.5%	107,726
-General Operations	6,367,013	5,913,886	5,910,543	6,558,024	11.0%	647,481
Permit Expenses/Legal Fees	205,000	235,205	147,500	425,000	188.1%	277,500
<i>Total Operations an Subtotal</i>	6,572,013	6,149,091	6,058,043	6,983,024	15.3%	924,981
<u>Non-Operating Expenses</u>						
Interest on Debt/Financing Fees	2,017,555	1,542,217	2,051,697	2,035,122	-0.8%	(16,575)
Depreciation	2,100,000	1,879,974	2,000,000	2,010,000	0.5%	10,000
Equipment	174,500	364,577	189,000	165,500	-12.4%	(23,500)
<i>Non-Operating Expei Subtotal</i>	4,292,055	3,786,768	4,240,697	4,210,622	-0.7%	(30,075)
TOTAL	10,864,068	9,935,860	10,298,740	11,193,646	8.69%	894,906

The Sewer Fund budget consists of five (5) functions:

1. Administration: Costs related to employee benefits, administrative overhead, engineering and GIS services.
2. Depreciation
3. Interest on Debt
4. Collection: Force mains, laterals, and meter reading.
5. Treatment: Peirce Island Treatment Plant, Pease Treatment Plant, 2 laboratories, and 20 pump stations.



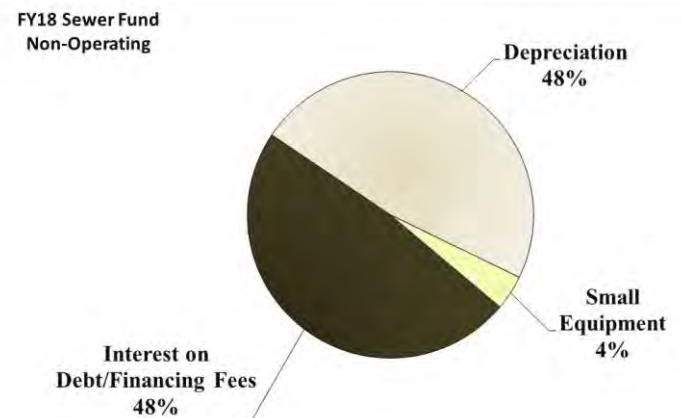
Operating Budget



The proposed Operating Budget is \$6,983,024 or 62% of the total budget. The Operating Budget is divided into various accounts. As depicted in the chart below, 44% is associated with personnel-related costs. The remaining 56% is related to major costs associated with collecting and treating city sewage.

Non-Operating Budget

The Non-Operating Budget of \$4,210,622 is 38% of the total proposed budget and consists of expenses related to capital projects, depreciation, minor equipment outlay, and interest on debt.



Capital Outlay

The Sewer Division, through the Capital Improvement Plan, requests funds from revenues to support the pay-as-you-go policy of the City in regard to capital improvements. Once the Capital Improvement Plan is approved, the funds for the capital projects are requested through the budget process. The following is a list of projects that were approved during the FY18 CIP process for a total of \$1,550,000.

Appendix II		Sewer Fund Capital Outlay Projects Fiscal Year 2018	Sewer Revenues
Page:	CIP #		
II-96	EF-SD-01	CONSENT DECREE MITIGATION	100,000
II-98	EF-SD-03	PEASE WASTEWATER TREATMENT FACILITY	800,000
II-99	EF-SD-04	LONG TERM CONTROL PLAN RELATED PROJECTS	200,000
II-100	EF-SD-05	ANNUAL SEWER LINE REPLACEMENTS	250,000
II-103	EF-SD-09	PLEASANT STREET SEWER RECONSTRUCTION	150,000
II-104	EF-SD-10	REGIONAL DIGESTER FACILITY AT PEASE WWTF	50,000
Total Sewer Fund Capital Outlay			\$1,550,000

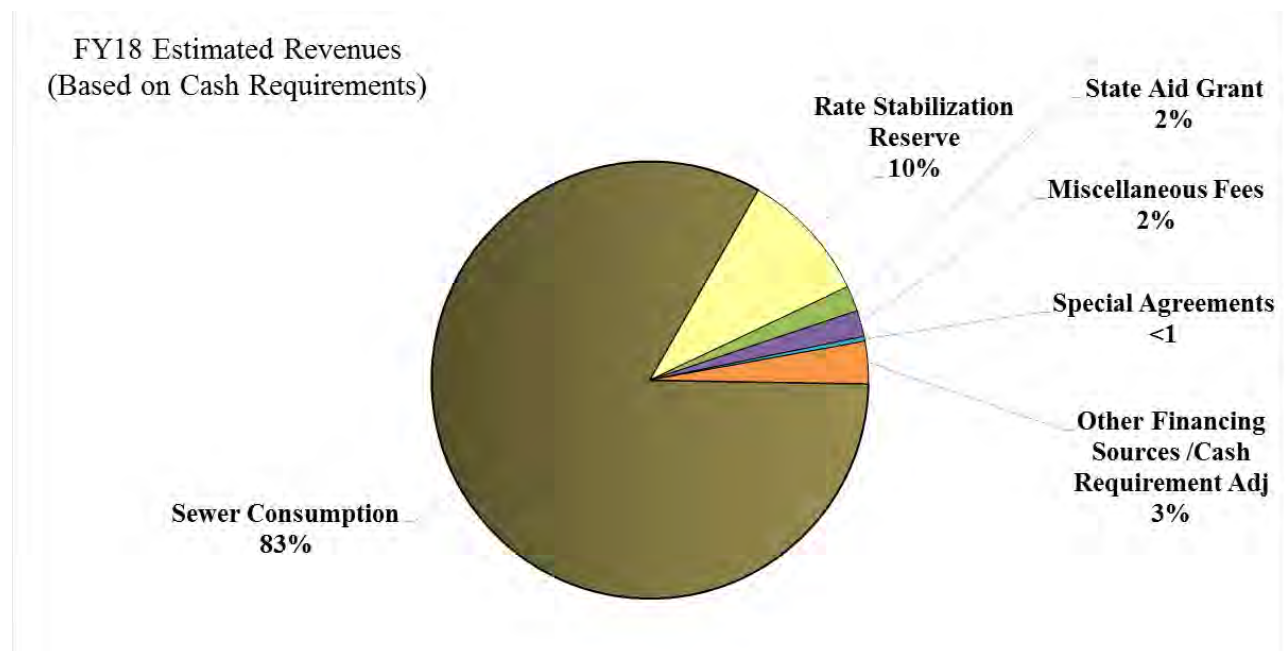
Details for each of these projects can be found in Appendix II of this document. In addition, the complete Capital Improvement Plan FY 2018-2023 can be viewed and downloaded at the following link: <http://planportsmouth.com/2018-2023CapitalImprovementPlan.pdf>

Revenues

The FY18 Sewer Division appropriations would be funded from the following sources to meet cash requirements:

- \$13,992,099 Sewer Consumption
- \$1,638,308 Rate Stabilization Reserve
- \$317,879 State Aid Grant
- \$325,500 Miscellaneous Fees
- \$60,477 Special Agreements
- \$526,683 Other Financing Sources/Cash Requirement Adjustment

The following chart shows the percentage allocation of these estimated revenue sources.



PARKING AND TRANSPORTATION FUND

Total Appropriation

The total proposed appropriations for the Parking and Transportation Fund is \$5,203,195. The following table is a summary of major expenditure categories for the FY16 budget and actual, FY17 budget and the proposed FY18 budget. The budget is comprised of an Operating Budget, Debt Service, Capital Projects, Rolling Stock, Contingency and Public Transportation Budget.

	FY16 BUDGET	FY16 ACTUAL	FY17 BUDGET	FY18 DEPARTMENT REQUEST	FY18 CITY MANAGER RECOMMENDED	% CHANGE	\$ CHANGE
OPERATING							
PERSONNEL COSTS	1,567,664	1,544,039	1,838,228	1,972,048	1,972,048	7.28%	133,820
UTILITIES	51,750	38,124	51,950	52,550	52,550	1.15%	600
METER COLLECTION (Police)	10,500	6,155	-	-	-		-
CONTRACTED SERVICES	160,200	180,913	196,200	181,200	181,200	-7.65%	(15,000)
OTHER OPERATING	444,755	492,644	512,557	575,844	575,844	12.35%	63,287
TOTAL OPERATING	2,234,869	2,261,875	2,598,935	2,781,642	2,781,642	7.03%	182,707
NON OPERATING							
DEBT SERVICE	150,000	16,322	169,925	774,146	774,146	355.58%	604,221
CAPITAL PROJECTS	1,106,994	1,106,994	425,000	325,000	325,000	-23.53%	(100,000)
ROLLING STOCK	-	-	130,000	310,000	310,000	138.46%	180,000
TRANSPORTATION	503,800	481,199	419,335	542,407	542,407	29.35%	123,072
CONTINGENCY	-	-	-	470,000	470,000		470,000
TOTAL NON-OPERATING	1,760,794	1,604,515	1,144,260	2,421,553	2,421,553	111.63%	1,277,293
TOTAL PARKING/TRANSP	3,995,663	3,866,390	3,743,195	5,203,195	5,203,195	39.00%	1,460,000

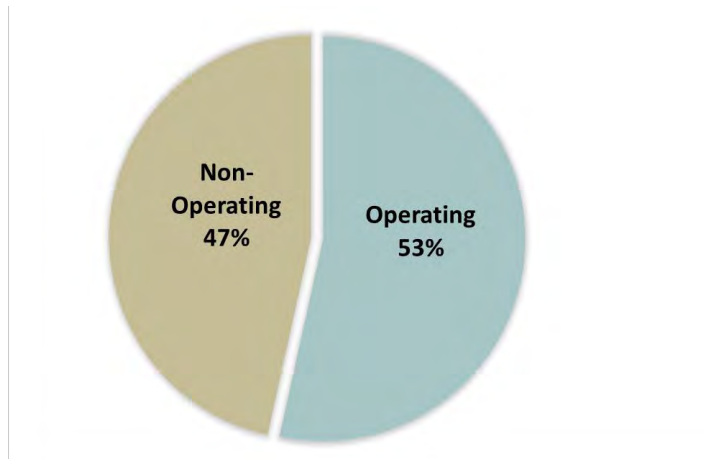
Parking & Transportation consists of the following Operating and Non- Operating Expenditures

Operating Budget

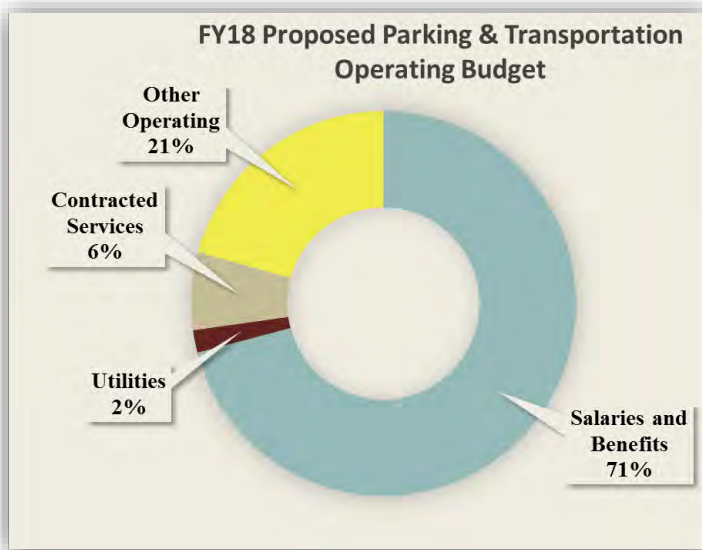
- Administration/Other (including Downtown Snow Removal)
- Parking Garage
- Parking Enforcement
- Parking Meter Collection
- Parking Meter Operations

Non-Operating Budget

- Debt Service
- Capital Projects
- Rolling Stock
- Public Transportation
- Contingency



The proposed Operating Budget of \$2,781,642 or 53% of the total budget comprises of 71% personnel related expenses and the remaining 29% associated with contracted services and parking facility operations.



Capital Outlay

The Parking & Transportation Fund, through the Capital Improvement Plan, requests funds from parking revenues to support the pay-as-you-go policy of the City in regards to capital improvements. Once the Capital Improvement Plan is approved, the funds for the capital projects are requested through the budget process. The following is a list of projects the department is requesting in FY18 for a total of \$325,000. Detail on each of these projects can be found in Appendix II of this document. In addition, the complete Capital Improvement Plan FY 2018-2023 can be viewed and downloaded at the following link:

<http://planportsmouth.com/2018-2023CapitalImprovementPlan.pdf>

**Parking & Transportation
Capital Outlay Projects
Fiscal Year 2018**

Appendix II			Parking Revenues
Page:	CIP #		
II-48	BI-PW-33	HIGH-HANOVER PARKING FACILITY-CAPITAL IMPROVEMENTS	50,000
II-58	TSM-PW-01	SHARED LOT AGREEMENTS	60,000
II-59	TSM-PW-02	PARKING LOT PAVING	150,000
II-60	TSM-PW-03	REPLACEMENT OF PARKING METERS	45,000
II-78	TSM-CITY-29	TRANSPORTATION PLAN STUDIES	20,000
Total Parking & Transportation Fund Capital Outlay			\$325,000

Revenues

Expenditures for the Parking and Transportation fund are funded 100% from parking related revenues. Parking revenues in excess of Parking and Transportation operations are reported in the General Fund. The table and pie graph below display the distribution of revenues between the General and Parking and Transportation Funds. Annually the City Council takes in consideration free holiday parking in the month of December. The Council voted November 21, 2016 to allow free parking for 7 days December 18-24, 2016. The revenue totals illustrated below are calculated netting out for free holiday parking for a seven day period.

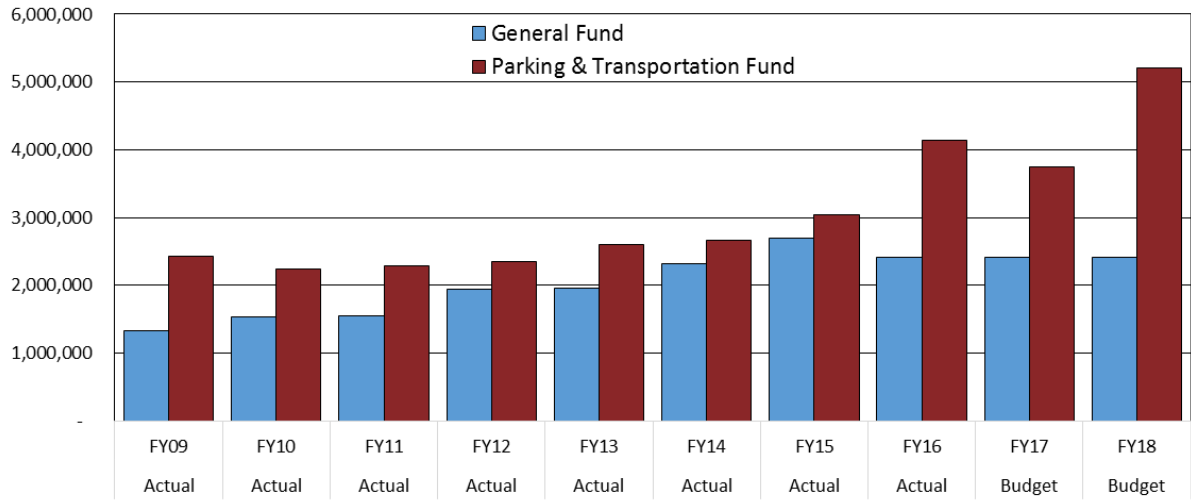
Revenue Source	Estimated FY18
Parking Meter Fee	\$2,955,000
Parking Garage Revenue	\$2,400,000
Parking Space Passes	\$1,350,000
Parking Violations	\$715,000
<u>Other</u>	<u>\$195,500</u>
Total Parking Revenue	\$7,615,500
Fund Revenue Recorded:	
General Fund	\$2,412,305 32%
Parking & Transportation	\$5,203,195 68%

FY 18 PARKING REVENUE DISTRIBUTION BY FUND



Ten year History of Parking Revenue Distribution:

Parking Revenue
General Fund - Parking Fund Allocation



Parking Revenue	FY 09 Actual	FY 10 Actual	FY 11 Actual	FY 12 Actual	FY 13 Actual
Total Parking Revenue	3,755,038	3,775,139	3,842,650	4,292,388	4,554,963
Total for Parking & Transportation Fund	2,429,489	2,246,686	2,291,724	2,356,683	2,601,462
Total for General Fund	1,325,549	1,528,453	1,550,926	1,935,705	1,935,705

	FY 14 Actual	FY 15 Actual	FY 16 Actual	FY 17 Budgeted	FY 18 Estimated	10 Year Total	%%
Total Parking Revenue	4,987,095	5,740,301	6,546,572	6,135,500	7,615,500	51,245,146	100%
Total for Parking & Transportation Fund	2,659,858	3,047,195	4,134,267	3,723,195	5,203,195	30,693,754	60%
Total for General Fund	2,327,237	2,693,106	2,412,305	2,412,305	2,412,305	20,533,596	40%

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Portsmouth Citywide Goals

The City of Portsmouth remains committed to establishing a diverse, fiscally sound, and harmonious community which offers a full range of housing, business, cultural, and recreational opportunities for its residents, businesses and visitors in a safe and attractive environment while preserving its ecological and historical treasures. In an ongoing partnership with its citizens and businesses, the City has developed a number of initiatives:



- ✓ Promote and support sustainable practices
- ✓ Create a bikeable and walkable community
- ✓ Address transportation and parking needs
- ✓ Provide a diverse educational environment in which our youth can grow and learn
- ✓ Improve public outreach
- ✓ Promote a welcoming, safe and diverse community
- ✓ Support a vibrant economic environment for businesses to grow and thrive
- ✓ Build and maintain a robust and authentic infrastructure
- ✓ Maintain financial stability
- ✓ Promote involvement in legislative development to protect city operations and assets

To implement and act on these initiatives, the City has developed the following goals which are long-term and ever-evolving to keep pace with community needs and desires now and long into the future. These goals are formalized by way of resolutions, committees, internal policies, and/or master plan documentation. Many of the departmental goals and objectives that are developed by each department are in response to addressing these citywide goals. *(The citywide goal will be noted within the department's goal and objective section)*

Details to the following Citywide goals can be found on the City's website

Citywide Goals



Sustainability

Portsmouth community expressed a strong desire to become more sustainable and ecologically friendly in order to safeguard the future. It is a goal of the City to identify

new opportunities by which it can institute a more sustainable Portsmouth. The City's commitment and goal is leadered by:

- a resolution signed by the City Council in 2007 declaring Portsmouth an Eco-Municipality, and
- becoming a member of ICLEI (International Council of Local Environmental Initiatives), an association of "cities and countries committed to climate action, clean energy and sustainability".



Bikeable and Walkable City

The City of Portsmouth's goal is to become a city that is easily and safely traversed by both pedestrians and bicyclists. Implementation of objectives within the City's 2014 Bicycle and Pedestrian plan are already taking place within Portsmouth and are identified within the City's Capital Improvement Plan as future projects. Initiatives include:

- ❖ Bicycle and Pedestrian Plan
- ❖ Safe Routes to School
- ❖ Bicycle Infrastructure
- ❖ Bicycle and Pedestrian Policies
- ❖ Complete Streets Policy
- ❖ Bicycle Friendly Community Policy
- ❖ Walk Friendly Community Policy



Transportation

The City of Portsmouth strives to create a positive experience for both residents and guests who utilize its streets and parking facilities. This objective can only be met with a multi-departmental collaboration within the City between its Parking, Planning, Public Works and Public Safety Departments. The City's Parking Division is working to improve live parking data and citation management in order to better manage the City's available parking locations. Portsmouth has also adopted policies that create safer roadways, by utilization of complete street design.

- ❖ Parking Guiding Principals
- ❖ Complete Streets Policy



Educate all Students

The Portsmouth School Department works in collaboration with the City on many citywide initiatives. These include projects in energy efficiency, sustainability, and connectivity. Further, students are encouraged to be active participants in projects aligned with city goals. The School Board Has adopted strategic goals as well, many of which are also aligned with citywide goals and initiatives. The goals are organized into four categories:

❖ **Student Achievement**

- Increase percentage of students achieving established benchmarks for career and college readiness, including, but not limited to SBAC, SAT, and a Math course beyond Algebra II, etc.
- Reduce gaps of opportunity or achievement between socioeconomic groups, including, but not limited to experiences with the arts, enrollment in rigorous coursework, and achievement on established benchmarks for career and college readiness.
- Establish viable college and career pathways for *all* students to achieve post-secondary success.
- Increase core and enrichment opportunities in STEAM-related activities accessible to all students.

❖ **Teacher Effectiveness**

- Monitor plan for Model Teacher implementation and determine indicators of success.
- Embed 21st Century skills and competencies into core PLC expectations.
- Strengthen systems for intervention, including dedicated time during the school day for intervention supports.
- Support and increase 1:1 student/teacher technology practices and infrastructure.

❖ **Accountability**

- Establish a baseline for “Model NH” metrics, including post-secondary success, college and career readiness, and opportunity/achievement gaps between socioeconomic groups.
- Review school- level systems of internal accountability for student growth on student achievement goals.

❖ **Stewardship of Resources**

- Communicate a plan for the final phases of elementary facilities upgrades
- Continue to track energy efficiency measures towards greater efficiency and long term savings.
- Determine any change in school start times, and communicate a clear plan to the community.
- Fully integrate sustainable practices, school gardens, and Farm to School models in all schools.
- Explore the feasibility of World Language at the elementary level.



Public Outreach

The public outreach goal is to provide access and inform the public on important City's activities and business as well as to ensure public input opportunities for various projects and events of the City. The goal strives to continuously work to improve the line of communication via the city website, newsletter, youTube, cell phones, and other social media with its residents and to provide access and opportunities to do city business on-line and stay informed on events that may affect a citizen's day-to-day activities.



A Welcoming, Safe, and Diverse Community

The City of Portsmouth's goal is to create a welcoming, safe and diverse community for all who wish to reside within its borders. In order to achieve this goal the City has implemented numerous plans, policies and initiatives that will make strides towards achieving this goal. Ongoing initiatives include:

- ❖ Police and Fire personnel maintain an active role within the community to teach life safety skills as well as fire and crime prevention for its residents and businesses.
- ❖ Portsmouth Master Plan 2025 is the result of an extensive process, one that has explored existing conditions in Portsmouth and has developed a vision for the future of the city based on its stakeholders' priorities and the expected challenges of the next decade. The 2025 Master Plan established a number of goals based on the five Master Plan 2025 Goals:
 - **Vibrant** – A City that provides a high quality of life with an abundance of opportunities for living, working and playing.
 - **Authentic** – A City that treasures its unique character, natural resources and historic assets.
 - **Diverse** – A City that welcomes residents of all ages, backgrounds and economic levels and supports a wide variety of businesses.
 - **Connected** – A City that provides strong links throughout the community, supports all forms of mobility and encourages walking, bicycling and transit.
 - **Resilient** – A City that considers and values the long term health of its natural and built environment.



Healthy Economic Development Climate

It is a goal of the City of Portsmouth to create a vibrant and sustainable economy that encourages innovation, community connections, business diversity and a variety of employment and living opportunities. Portsmouth has many unique assets, including its role as NH's only deep-water port and its central role as a high-tech hub for northern New England. Through the cooperation and support of the Economic Development Commission, the City Manager, the Mayor, the Economic Development Coordinator and local business representatives, the group creates policies, goals and objectives for the Portsmouth community at large.



Financial Stability

The following are financial policies and long-term financial guidelines which the City follows in managing its financial and budgetary affairs. The goal of these policies and guidelines is to ensure that financial resources are well managed and available to meet the present and future needs of the citizens of the City of Portsmouth. The City has created several approaches to maintain and improve fiscal stability. ***(These policies are described in the Financial Policies section of this document)***

- ❖ Unassigned Fund Balance Ordinance
- ❖ Bond Rating
- ❖ Leave at Termination
- ❖ Health Insurance Stabilization Reserve
- ❖ Investment Policy
- ❖ Performance Measures
- ❖ Rolling Stock Program
- ❖ Capital Improvement Plan
- ❖ General Fund Capital Outlay
- ❖ Debt Service Planning
- ❖ Municipal Fee Review Process
- ❖ Enterprise Fund Policies for Rate Setting
- ❖ UDAG Budget Policy
- ❖ Comprehensive Annual Financial Report (CAFR)
- ❖ Distinguished Budget Presentation Award



Regulation Adherence and Legislative Development

The City maintains a goal of continuing adherence to local, state and federal regulations while remaining involved within our state legislative system in order to help shape laws that effect Portsmouth's residents. The Government of the City of Portsmouth must not only act in compliance with Federal Laws but also with New Hampshire State Laws and Statues as well as the Portsmouth City Charter and City Ordinances driven by our own City Council. The City also plays an active role in the state legislature with the formation of the Legislative Subcommittee.



Citywide Recognitions, Accomplishments & Continuing Priorities

Recognitions

❖ Local Government Advocacy Award

As a result of the City Council's legislative efforts, it was the first governing body to be awarded the New Hampshire Municipal Association's ("NHMA") *Russ Marcoux Municipal Advocate of the Year Award* for 2016. The award, which previously had only been given to individuals, is awarded by the NHMA for non-partisan contributions for advocacy of municipal interests and NHMA's legislative policy goals. The Portsmouth City Council was given this award as a "model of how to engage in legislative advocacy at the municipal level" due to the creation of the Legislative Subcommittee, the efficacy of its efforts in monitoring and supporting legislation and its frequent meetings with its legislative delegates.

(Citywide Goal Addressed: Regulation Adherence and Legislative Development)



❖ Bright Ideas Award – ABG



In 2017, the City's African Burying Ground and Memorial Park initiative was recognized by The Ash Center for Democratic Governance and Innovation at the John F. Kennedy School of Government, Harvard University. According to the Ash Center, Portsmouth is part of a cohort that includes programs from all levels of government — school districts, county, city, state, federal agencies, and tribal nations, as well as public-private partnerships — that represent the next horizon in government work to improve services, solve problems, and work on behalf of citizens. "Bright Ideas" are showcased on

the Ash Center's Government Innovators Network, an online platform for practitioners and policymakers to share innovative public policy solutions. In recognizing the project, the Ash Center specifically referenced the project volunteers who "worked closely with the city to tell and retell the story of the people the project was meant to honor, engaging the community in increasing and deepening understanding of their shared history."

(Citywide Goal Addressed: Welcoming a Safe and Diverse Community)

❖ **Greatest Small Town Ranking by National Geographic Traveler**

In an article in a *Digital Nomad* edition of *The National Geographic Traveler*, Portsmouth is slated as USA's Top Small Town. The article backs up its claim with a summary of city assets, characteristics and offerings including excellent culinary, brewing, historic properties and landscape features.

<http://www.nationalgeographic.com/travel/digital-nomad/new-hampshire/portsmouth-united-states-greatest-small-town/>

(Citywide Goal Addressed: A Welcoming, Safe and Diverse Community)



❖ **Tree City Recertification**

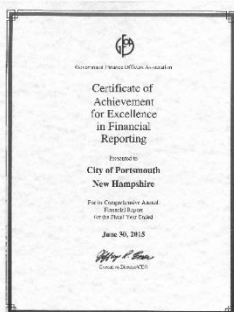


FY17 marked the seventeenth year that the City has been recognized as a Tree City USA Community for its investment and strong commitment to street trees as well as for the use of native species in public parks and public rights-of-way. This recertification recognizes the City's commitment to, and investment in, urban tree planting. It also acknowledges the work of the Portsmouth's Trees and Greenery Committee in implementing the City's Tree Ordinance. In April 2016, professional arborists from the seacoast region organized a day-long tree maintenance event at Langdon Park to recognize and celebrate National Arbor Day. They joined the City in a proclamation as well as tree maintenance and soil work to improve the health of trees in the park. Sponsors of the Tree City USA program include the National Arbor Day Foundation, the U.S. Forest Service, and the

National Association of State Foresters.

(Citywide Goal Addressed: Sustainability)

❖ **GFOA Awards**

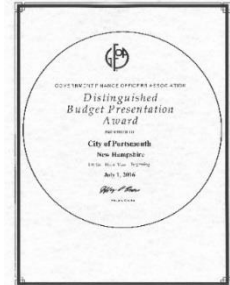


The Government Finance Officers Association of the United States and Canada (GFOA) awarded the Certificate of Achievement for Excellence in Financial Reporting (CAFR) to the City of Portsmouth for its Comprehensive Annual Financial Report for the Fiscal Years ending June 30, 1988, 1989 and for twenty-one (21) consecutive years from 1995 to 2015. In order to be awarded a Certificate of Achievement, a government unit must publish a readable and efficiently organized Comprehensive Annual Financial Report, whose contents conform to program standards. Such reports must satisfy both Generally Accepted Accounting Principles and applicable legal requirements.

(Citywide Goal Addressed: Financial Stability)

The City also received the GFOA's Distinguished Budget Presentation Award for the eleventh (11th) consecutive year; fiscal year beginning July 1, 2006 to 2016. In order to receive this award, a governmental unit must publish a budget document judged proficient as a policy document, a financial plan, an operations guide, and a communication device.

(Citywide Goal Addressed: Financial Stability)



❖ **Bond Ratings**



In June 2016, the AAA bond rating was affirmed by Standard & Poor's Rating Group rating the City's very strong budgetary flexibility, strong budgetary performance, very strong economy, and very strong management conditions with strong policies as positive factors. S&P also notes that the City's strong reserves and policies will support long-term stability.

(Citywide Goal Addressed: Financial Stability)

Accomplishments

❖ **Public Works**

• **Food Waste Composting Pilot Programs**

In a continued effort to preserve our resources and reduce pollution, the City is exploring initiatives within the regular operating budget to offer residents more ways to sustainably manage food waste material. At the beginning of FY17, a food waste drop off location was added at the DPW Recycling Center for residents to bring their food waste to be collected for composting. The food waste drop off program helps provide an outlet to Portsmouth residents in more urban areas who wish to compost their food waste and do not have adequate outdoor space to do so themselves. In addition to the food waste drop off program, the City will be purchasing backyard compost bins to sell to residents at a 50% discount. Providing discounted compost bins to residents will encourage homeowners to start or continue their own backyard composting and further reduce food waste in the landfill.

(Citywide Goal Addressed: Sustainability)



• **Solar Arrays**

In accordance with being an Eco-Municipality and following *The Natural Step* framework of decision making, the City of Portsmouth has further reduced our dependence on fossil fuels with the installation of a solar array at the Madbury Water Treatment Facility and a solar array on the roof of Portsmouth High School. Both solar arrays became operational in January of 2017 and combined are projected to produce over 710,000 kWh of renewable electricity per year through the 1,700 total installed solar panels.



Incorporating this renewable energy source into our electricity system will prevent the equivalent of 500 metric tons of Carbon Dioxide emissions per year.
(Citywide Goal Addressed: Sustainability)

❖ **Public Outreach**

• **Click N'Fix**



As part of the City's on-going effort to improve public outreach, the Public Works Department (DPW) launched Portsmouth Click N' Fix. This program is a convenient

way for residents to communicate with the Department of Public Works by allowing residents to report issues and request Department services through online and mobile applications. This program improves communication between citizens and the Department of Public Works, by serving as a direct link to the work order management system. In addition, the application provides added metrics for the Department to measure levels of service per various Public Works' activities and provides immediate acknowledgement that a service request has been received and communicates when requests are resolved.

In the first year of service, Click N' Fix recorded 1,539 opened service requests and resolved 1,498 of these requests, one-third of which came through mobile devices or the City's website. This program benefits the residents and Public Works personnel by enhancing the analysis of services requested which has helped the City make better decisions and shift resources and services accordingly. In addition, the enhanced metrics have assisted in budget allocation decisions.

(Citywide Goal Addressed: Public Outreach)

• **Code-Red Snowban Notification**

This winter season, the Department of Public Works introduced a new text and email notification system through CodeRED to alert residents and commuters of declared and terminated snow parking bans in real time. This is another tool to help the community plan accordingly during snow storms and cleanup, and is an additional resource to compliment other information avenues from Public Works: a recording on the snow phone at 766-7669 (SNO-SNOW), tweets from @PortsmouthDPW and @ParkPortsmouth, posts at www.cityofportsmouth.com and announcements in the local media and on Local Government Cable Channel 22.



(Citywide Goal Addressed: Public Outreach)

❖ **Planning**

• **Master Plan**

The Planning Board adopted the City's 2025 Master Plan on February 16, 2017. The plan is the result of two years of work which involved a series of community workshops. Land

use recommendations are organized around five conceptual themes that Portsmouth should be “diverse, vibrant, authentic, connected, and resilient.” Presentation of the plan to City Council was given in March, 2017.



A community survey prioritized the top five plan goals which promote bicycle and pedestrian-friendly environments, mixed-use development, protection of historic landmarks and open space, support of the arts, and addressing housing needs of low and middle income residents. A detailed implementation plan will serve to guide the City’s efforts over the next decade.

(Citywide Goal Addressed: A Welcoming, Safe and Diverse Community)

❖ **Parking and Transportation**

• **Traffic Calming Policy**

City staff have been working with the Parking & Traffic Safety Committee to develop a process and guidance for considering and implementing a variety of traffic calming measures in response to neighborhood concerns and requests. As part of this program, staff is developing a public request form and will be providing program information on the City’s Transportation web page.

(Citywide Goal Addressed: Transportation)

• **Tactical Urbanism (Demonstration Projects)**



Implemented in the spring and summer of 2016, the Islington Street Lab project temporarily transformed a section of the Islington Street corridor where residents and business owners had expressed concern about traffic speeds and pedestrian comfort and safety. The demonstration project’s temporary streetscape changes included creating crosswalk markings, on-street parking and café seating, and decorative elements (banners, signs and

landscaping). Portsmouth Smart Growth for the 21st Century (PS21) planned and initiated the project and led its implementation with the assistance of the City of Portsmouth, West End Business Association, numerous sponsors and partners, and the hands-on help of many volunteers. PS21 hired Mike Lydon with the firm Street Plans to guide the planning and implementation of the project. This project helped inform the design of the Islington Street Streetscape Improvement project, which will be finalized in the spring of 2017.

Subsequent to this project, City staff began work on drafting a City policy and process that would provide for community-led temporary demonstration projects within public rights of way.

(Citywide Goal Addressed: Transportation)

❖ **Parks and Playgrounds**

• **Prescott Park Master Plan**

In February 2017, the Portsmouth City Council unanimously adopted a Master Plan for Prescott Park - a ten (10) acre waterfront park – which is a major and beloved public green space and primary waterfront resource. The Master Plan report was recommended by a Mayoral-appointed Blue Ribbon Committee, who worked throughout 2016 on the plan.



The Master Plan includes a grand vision for the redevelopment of the Park organized around a number of design tenets which were articulated by the public during numerous public input sessions during the process. In addition, the plan includes several governance recommendations, which will change the overall management of the Park. In addition, an Advisory Committee has been appointed (a recommendation in the Master Plan Report) to advise the City Manager in the operation of the Park and to serve as a communication forum related to Park matters.

The Master Plan, which estimated upwards of \$15 million in needed improvements phased in over time, will address many of the physical improvement needs of the existing park and are designed in a way to reflect the priority's identified in the design tenets. In addition to the park elements and features, the Park is also home to historic buildings all listed on the State Register of Historic places, including the Shaw and Sheafe Warehouses and the Marine Railway Building. The park itself lies within the City's Historic District.



(Citywide Goal Addressed: A Welcoming, Safe and Diverse Community)

❖ **Water/ Sewer**

• **Carbon Filters- Pease Tradeport**

Through an agreement with the United States Air Force, the City installed two 20,000 lb. granular activated carbon vessels (GACs) to filter and remove PFCs from the Harrison and Smith Wells at the existing Grafton Road water facility. This installation will ensure effective technology is in place to properly treat the PFCs and enhance the overall performance of the Pease Tradeport water system. This work followed an initial pilot study that was completed in June 2016. Pilot testing results indicated that the GAC filter media will remove PFCs without significant pressure, build up or fouling in the media. General chemistry results also indicated acceptable levels for pH and alkalinity with no anticipated disruption to the existing water distribution system. Frequent sampling, filter monitoring and operational



requirements from the Harrison and Smith Wells' demonstration project will be evaluated for the first six months of operation. Information from both the pilot and the demonstration study will then be used by the City's consultant to revise the final design parameters for treatment of the Haven Well.

(Citywide Goal Addressed: A Welcoming, Safe and Diverse Community)

- **Air Force Agreement to Address Pease Well PFC Contamination**

On May 12, 2014, the City of Portsmouth received notice that the Haven Well, located at the Pease Tradeport, the former site of the Pease Air Base, showed levels of Perfluorooctane sulfonate (PFOS) above the provisional health advisory level after Perfluoro Chemicals (PFCs) were sampled. The Well was immediately shut down and the City began responding to the incident on multiple fronts.

As of February 2017, the Air Force has agreed to the following projects associated with the response and treatment of the Pease Tradeport Wells:

- o \$179,000 for technical assistance related to investigation of the contamination and study of replacement well locations
- o \$60,000 for preliminary design of facility upgrades to treat the contaminants
- o \$947,700 for pilot testing of carbon filters and installation of demonstration filters at Grafton Road facility to treat the Smith and Harrison wells
- o \$46,623 for additional investigation of treatment design parameters and comparison of an upgrade to existing facility versus constructing a new one

(Citywide Goal Addressed: A Welcoming, Safe and Diverse Community)

- **New Hobbs Hill Water Tank**

Completed the construction of a new tank to replace the Hobbs Hill Landing elevated water storage tank in the Pease pressure zone. Replacement of the older 400,000 gallon tank with a 600,000 gallon tank improves system capacity for the Pease zone.

(Citywide Goal Addressed: A Welcoming, Safe and Diverse Community)



- ❖ **Economic Development**

- **Business Retention and Expansion Program**

The Portsmouth Economic Development Commission in partnership with the University of New Hampshire Extension initiated a Business Retention and Expansion (BR&E) in the spring of 2016. The main objective is to assist existing businesses to become more competitive and to provide guidance to the local economic development program. For the next two years, City officials will be working alongside the UNH Cooperative Extension to visit and survey businesses and analyze resulting data to develop long-range economic plans for businesses in all City districts. Project feedback from a broad range of businesses throughout the City will identify successes and trends or barriers that may challenge current business expansion or operations.

(Citywide Goal Addressed: Healthy Economic Development Climate)

Continuing Priorities and Initiatives

❖ Public Works

• Street and Sidewalk Improvements

The City continues its Citywide Sidewalk Reconstruction Program and Pavement Management and Rehabilitation Long-Range Plan by investing in the vital infrastructure of its streets and sidewalks.



The following projects were completed in FY17:

- The City completed work on Commerce Way.
- As part of its annual paving program, the City finished reconstruction on Buckminster Way, Heather Lane, Martha's Terrace, Patricia Drive, Oak Street, Myrtle Avenue, FW Hartford Drive, Columbia Street, Summer Street, Durgin Lane, the Sherburne School parking lot and a portion of International Drive, Greenleaf Avenue and Austin Street as well as starting construction on Arthur Brady Drive.
- The City built a new sidewalk on Lafayette Road from South Street to Andrew Jarvis Drive.
- The Brewster Street outfall was finished.
- Design was completed on the Brewster Street and Langdon Street portions of the McDonough Street project and the City has secured a contractor.
- Through part of the City's annual crack sealing program, a portion of Woodbury Avenue, Lang Road, Elwyn Road, Middle Road (from Middle Street to Peverly Hill Road), State Street, Court Street, Borthwick Ave, and Marcy Street were sealed. This program seals cracks in the roadway and prevents water from infiltrating under the road accelerating the decline of the road through freeze and thaw during the winter which creates potholes.
- The City continued design of upgrades to the Andrew Jarvis Drive/ Lafayette Road intersection. This improvement will allow the addition of a right turn lane out of Andrew Jarvis Drive to reduce congestion before and after school. The staff worked to secure an easement to allow this upgrade to be completed.
- Harborwalk Park pier was completed.
- The City reconstructed all of West Road.
- Reconstructed the Haven School Playground was completed.
- Greenleaf Recreation Center parking lot was completed.
- Design of the outer Islington Street sidewalks was finished and a contractor has been secured.
- Design for the Market Street Gateway has been completed and a contractor has been secured.
- The design of the Banfield Road master plan and culverts has been started.
- Reconstruction the upper portion of Bridge Street has been completed.
- Finished the construction of a concrete sidewalk on Gosling Road.
- Finished the design of the sidewalk areas around the High Hanover Garage.

(Citywide Goals Addressed: Transportation and a Bikeable and Walkable City)

- **LED Lighting**

Last year, the Department of Public Works led a successful pilot program installing Light Emitting Diode (LED) streetlight technology in several areas of the city that demonstrated reduced energy consumption and financial benefits. After evaluating the pilot program, working with Eversource and conducting extensive research, the City has selected Affinity LED Lighting to assist in converting all of its streetlights to LED lights. With this citywide implementation, the City will experience further reductions in energy consumption, costs and light pollution, along with improved visibility and safety on the roads.



Public Works has also successfully secured Eversource rebates totaling \$107,425 for the conversion of existing streetlight fixtures to LED lights. With the rebates secured, Public Works anticipates a two and a half year net payback once all 1,610 streetlights have been converted to LED. By converting streetlights to LED equipment, the City will save \$120,000 in annual cost, 460,000 kWh of annual electricity consumption, and prevent over 300 metric tons of CO2 emissions per year.



While reduced energy and CO2 emissions bring significant benefits, Public Works has also paid close attention to emerging American Medical Association (AMA) guidelines regarding best practices for LED street lighting and how to minimize potential harmful effects. The problem isn't brightness so much as wavelength, light that appears white to the naked eye contain larger amounts of blue light. Our eyes treat "white" blue-heavy light, such as the soft glow of a

smartphone, like the midday sun. The science is still evolving, and recent studies have postulated a link between blue light and our bodies' responsiveness that set our daily circadian rhythm. The City's LED lights will shine at the recommended warm 3,000K, are Dark Sky compliant and will provide more accurate color rendering. By correctly reproducing the colors of objects in comparison to the light source, improved color rendering makes it easier for drivers to recognize potential road hazards, crosswalks, pedestrians, etc.

(Citywide Goal Addressed: Sustainability)

- **Solid Waste Program**

The Solid Waste Program provides the collection, transportation, disposal and processing of residential waste, recyclables and compostables. Curbside collection provided to over 5,000 households as well as drop off collection at the residential Recycling Center on Peverly Hill Road. Approximately 11,000 tons of material is collected annually with only approximately 5,000 tons of waste landfilled, 2,000 tons composted and almost 4,000 tons recycled. Portsmouth is able to average a 55% landfill diversion rate and prevent over

12,000 metric tons of CO2 emissions through recycling materials. In FY17, funds were designated to improve our public space recycling receptacles and signage. This initiative is in response to feedback received through a resident recycling survey. The recycling receptacles are being distributed to new locations in an effort to provide more convenient public space recycling.

(Citywide Goal Addressed: Sustainability)

- **Sarah Mildred Long Bridge Replacement**

The Sarah Mildred Long Bridge Replacement Project is a joint venture between the Maine and New Hampshire Departments of Transportation, with MaineDOT serving as the lead. The DOTs will equally share the costs of replacing the bridge which is approximately \$160 Million. City staff are participating in the weekly construction progress meetings which began in 2014, and it is anticipated that the new bridge will be opened in 2017.

(Citywide Goal Addressed: Transportation)



- **Islington Street Improvement Action Plan**



The Islington Street Improvement Action Plan is a long-range strategy of prioritizing actions for corridor improvements. It addresses the City's Master Plan goal of creating a vision for the City's corridors that includes both physical and regulatory strategies for each corridor. The plan includes short- and long-term action oriented recommendations for the Islington Street Corridor such as improved circulation, pedestrian and vehicular safety as well

as streetscape improvements such as sidewalks, streetlights, landscaped curb bump outs, bus turnouts and appropriate economic development tools to benefit growing and creative businesses in the corridor. In FY17, the Preliminary Design of the Corridor is expected to be completed. Construction of the improvements will occur in two phases, dependent on funding availability. The Final Design of the first phase of the project will be completed in FY18, with construction of the first phase to take place in 2018.

(Citywide Goals Addressed: Transportation, a Bikeable and Walkable City, A Welcoming, Safe and Diverse Community)

- **Market Street Gateway Improvement Project**

In FY17 the City's consultants completed construction design plans, permits, and specifications for construction of streetscape improvements from the I-95 Exit 7 interchange to Russell Street. With this information, the City bid the project and selected a

contractor to construct the first phase of improvements from Kearsarge Street to Albacore Way in 2017. The work includes construction of an 8-foot wide multipurpose path for pedestrians and bicyclists, new historic streetlights; a landscaped median, a dedicated bike lane, innovative storm water drainage features, wayfinding and traffic calming features, and intersection signal improvements. The second phase will begin following completion of the new Sarah Mildred Long Bridge and will include the same street improvements from Albacore Way to Russell Street as well as a pocket park on the North Mill Pond and a passive recreation park along Cutts Cove.



(Citywide Goals Addressed: Transportation, a Bikeable and Walkable City, A Welcoming, Safe and Diverse Community)

❖ **Planning/ CD**

• **Zagster**

The City’s new public bike share program, managed and operated by Zagster, will be beginning in May of 2017. Zagster offers a complete bike share package that is tailored for each community, provides turnkey service that requires minimal involvement from the City to manage and operate, is scalable and adaptive to changing needs and demand, and includes locally based regular service and maintenance for all equipment. The City has entered into a 3-year agreement with Zagster for 30 bikes and 6 stations. The agreement provides that additional bikes may be added to the system within this 3-year period if the City decides there is sufficient demand (and funds).

(Citywide Goal Addressed: Bikeable and Walkable City)

• **Dog Park**

The City officially opened land off of the Route 33 Park and Ride on Greenland Road (Route 33) to serve as a new off-leash dog park location. This land, which is about five acres and includes walking trails, was developed for the community following the closure of the Peirce Island off-leash dog area. The Peirce Island area will remain closed during the entirety of the Peirce Island Wastewater Treatment Facility upgrade project, which is expected to last four years. In addition to walking trails, the Route 33 location provides ample space and parking for pet owners. The land’s proximity to the Hampton Rail Trail and the Great Bog area also has further potential to serve as a walkable and bikeable connector between these public spaces.



(Citywide Goal Addressed: A Welcoming, Safe and Diverse Community)

❖ **Public Outreach**

• **View Permits**

The City recently introduced ViewPoint Cloud, a new software system that offers an online permitting center to the community. Through ViewPoint, users can apply for a

variety of City Inspection permits online from anywhere 24 hours a day, seven days a week, monitor the status of the application online, and receive notifications via email as their applications are reviewed and processed.

(Citywide Goal Addressed: Public Outreach)

- **Website**

In FY17 and FY18, the City will be rolling out a new Citywide Website design. The goal is to redesign the current City Website, give it a new look and feel and have it more user friendly on mobile devices. To achieve this, the City is converting the existing static website to a content management system using Drupal 8 and will host in the cloud. The new site will feature a more prolific use of visuals as well as more user-friendly menus. The City will also be creating a better cross department news and information system in order to keep citizens better informed no matter what their website destination.

(Citywide Goal Addressed: Public Outreach)



- ❖ **Implementation of the City's Cultural Plan**



Art-Speak, d/b/a the City's Cultural Commission continued efforts related to the City's Cultural Plan which included continued participation in Middle School Public Art Project and the launch of the new Foundry Place Garage Public Art Project. The organization also conducted organization and audience surveys as part of the 2016 Americans for the Arts Economic Prosperity Study and began the process to update the City's 15-year old Cultural Plan.

(Citywide Goal Addressed: A Welcoming, Safe and Diverse Community)

- ❖ **Adopt-A-Spot**

There are nearly 90 locations maintained by community members as part of Public Works' Adopt-A-Spot program. The City continues to partner with local garden clubs to better support gardeners in the program and assist in developing spots that support sustainable initiatives such as Monarch Watch, creating more rain gardens, and further beautifying public spaces throughout the City.

(Citywide Goal Addressed: Sustainability)



- ❖ **Parking and Transportation**

- **Wayfinding Program**

The City continues to work on implementation of its citywide Wayfinding Program. A wayfinding plan was completed in early 2014 which identified appropriate wayfinding types, messaging and locations in a uniform and recognizable design menu that is unique to the City. The entire wayfinding system is being implemented in four (4) total phases and includes a combination of citywide signage as well as online and mobile tools to assist

pedestrians, bicyclists and transit users, as well as motorists to navigate efficiently to their destinations.

Phase 1, completed in early 2015, focused on the City’s public parking areas. Phase 2, completed at the end of 2016, facilitates navigation to key visitor destinations within Portsmouth. Signs installed in Phase 1 are located within and around the downtown area as well as along the primary road corridors into downtown including Islington Street, Middle Street and Sagamore Avenue. Phase 3, which is anticipated to begin in 2017, will focus on pedestrian wayfinding around the downtown. Another aspect of the Wayfinding Program - interior wayfinding for the Hanover Parking Garage - will also be starting in 2017. Improvements being considered will include guidance for drivers and pedestrians accessing and circulating through the parking garage, as well as aesthetic enhancements and information to guide visitors to key destinations.

(Citywide Goal Addressed: Bikeable and Walkable City)

- **Bicycle and Pedestrian Plans and Projects**

The City continues to implement the recommendations of the citywide Bicycle Pedestrian Plan, which was adopted in 2014. The plan lays out a complete citywide bicycle and pedestrian network, provides guidelines and standards for bicycle and pedestrian facilities, and includes a prioritized list of infrastructure improvements to improve connectivity and safety for bicyclists and pedestrians. Staff

continues to work to incorporate accommodations for bicyclists and pedestrians in all road improvement projects to the extent possible. Some examples of projects completed or started in FY17 include: the Market Street Gateway Project which includes bicycle lanes and pedestrian amenities; the Maplewood Avenue road reconstruction project which will improve the road for all travelers using Complete Street principles; design of the Islington Street sidewalk extension the ball field at the Plains to Essex St; the design of sidewalks, bike lanes and drainage improvements along Peverly Hill Road; design of an on-road bicycle route along Middle Street/ Lafayette Road between the High School and Downtown; design of a comprehensive full road reconstruction of Islington Street from Maplewood Avenue to Albany Street that will include improvements to the streetscape, sidewalks, and pedestrian amenities.

(Citywide Goal Addressed: Bikeable and Walkable City)



- **Public Transit**

The Planning Department continues to work with the Cooperative Alliance for Seacoast Transportation (COAST) and Wild Cat Transit, the City’s local and regional public transit providers. COAST is a regional public transit provider that operates as an independent public body. The regional system that COAST operates is funded in part from contributions from the communities it serves, including Portsmouth. In addition



to regional service, COAST provides local service between downtown and both Lafayette Road and the Pease Tradeport. COAST and its member communities are increasingly challenged by the rising cost of accessible transportation services mandated under the Americans with Disabilities Act (ADA). Staff members are researching opportunities to provide these services more efficiently while continuing to improve and grow public transportation services in the city. Wildcat Transit is operated and managed by the University of New Hampshire (UNH) and provides bus service between downtown Portsmouth and UNH.

(Citywide Goal Addressed: Transportation)

- **Parking Shuttle**

In 2016, the City contracted with COAST to operate the downtown parking shuttle between the Market Street Church Lot and the Hanover Parking Garage Friday through Sunday beginning the first weekend in July through Labor Day. COAST also operated the parking shuttle for special event days (Market Square Day, Halloween Parade, Holiday Parade, and First Night). The City also contracted with TransAction Corporate Shuttles to operate a shuttle from the Hanover Parking Garage to Peirce Island for the Tall Ships event.

For the 2017 season, staff is recommending operating the downtown parking shuttle Friday through Sunday beginning the first weekend in June through Labor Day and continuing to provide additional shuttle service for special event days (Market Square Day, Halloween Parade, Holiday Parade, and First Night).

(Citywide Goal Addressed: Transportation)

- **Hanover Garage**

A structural review of the High Hanover Parking Facility was conducted in FY15 to determine an appropriate program of restoration and maintenance to extend the useful service life of the facility by at least 20 years. A three phase restoration will take place once the Foundry Place Garage is up and running. During this time, sections of the Hanover Garage will be renovated while the facility is still operational.

(Citywide Goal Addressed: Transportation)



- **Foundry Place Garage**

In May of 2015, the City Council voted to authorize bonding for the construction of a new municipal parking garage. Since that time the City has purchase the property and is in the final stages of schematic design and entering into design development. Plans for the garage include; 600+ spaces, an activated street front housing a municipal function (possibly the Parking Division), public restrooms, and a civic space. The Foundry Place Garage is scheduled for completion in the fall of 2018.

(Citywide Goal Addressed: Transportation)

- **Downtown Parking**

With the implementation of our new citation management system, the Parking Division will be able to run a real-time citation system that will include:

- Digital permitting
 - “Virtual” chalking for enforcement personnel
 - A comprehensive business/restaurant validation system
 - A streamlines resident discount program
 - A directed enforcement system
 - Adding vehicle based enforcement to cover areas outside the Downtown
- (Citywide Goal Addressed: Transportation)*



- **Downtown Parking Strategies**

The City’s Department of Public Works made progress in FY17 by applying the Guiding Parking Principles adopted by the City Council in March 2012 and will implement the following changes in FY18:

- Convert coin-only, single space meters to credit card/coin “smart” meters
 - Implement a citywide “pay by app” program using Passport Parking
 - Transition to a real-time citation management system
 - Introduce an online citation appeal system that will streamline the current process.
 - Run the Zagster bike share program
 - Continue to expand safe bicycle pedestrian infrastructure in support of the City Council Complete Streets policy
 - Install electric vehicle charging stations in the Hanover Garage and in a surface parking lot in the downtown area
 - Create working groups with business owners of the Downtown Business District to create a parking validation system
 - Make data driven decisions using the Smarking data analysis system
- (Citywide Goal Addressed: Transportation)*



- ❖ **Parks and Recreation**

- **City Owned Historic Cemeteries**

Building on restoration, stabilization and other improvement projects in recent years, the City made progress on the stabilization of the North Cemetery front enclosure wall along Maplewood Avenue in 2016. This project, driven by emergency repairs needed for the ancient retaining wall structure, included the reconstruction of the retaining wall and



reassembly with appropriate mortar mixes in a historically-sensitive manner. In recent past years, the City has completed an overall assessment of cemetery infrastructure; completed various hill and chest tomb stabilization projects; restored of the Union Cemetery front enclosure wall and the reconfiguration of the receiving tomb, also in Union Cemetery.

(Citywide Goal Addressed: A Welcoming, Safe and Diverse Community)

- **Goodwin Park**

In FY 2017, the City began an improvement project for Goodwin Park. Improvements being considered will address the landscape vegetation and other improvements in this ceremonial park which lies along the Islington Street corridor between Downtown and the West End.

(Citywide Goal Addressed: A Welcoming, Safe and Diverse Community)

- **Implementation of Master Plan for the Sagamore Creek Land**

This project is part of the implementation of the November 2015 City Council-adopted Sagamore Creek Land Master Plan. That Master Plan resulted in a detailed passive recreation use plan for the 66-acre City-owned site, which also includes the former Jones Avenue Landfill. Phase I implementation will follow the approval of a permit modification to permit public access to the landfill cap (currently in progress). The construction project will include fence removal at Jones Avenue, improvements to the roadway into the site, creation of on-site parking along the road and adjacent to the cap, creation of a trail system on top of the cap, and a related signage and trail markings. This recreation asset will join other City-owned passive recreation assets and greatly enhance public access to the Sagamore Creek waterfront.
(Citywide Goals Addressed: Sustainability and a Welcoming, Safe and Diverse Community)



- **Recreation Field Development**

- **Land Acquisition for Various City Goals, including Recreation**

In 2016, the City Council authorized and funded the acquisition of approximately 50 acres of land, which lies off of Campus Drive in between Banfield, Peverly Hill and West Roads. The total cost of the land is \$1,850,000. The main driver of this land acquisition is to help meet the demand for outdoor recreation field spaces in the City. However, it also is key to addressing multiple other City goals, including the expansion of the City's Recycling Center as well as the acquisition of sensitive wetland habitats, which can also be used for outdoor recreation. The property, which will likely be developed in phases, is adjacent to the City's Department of Public Works building; the Community Campus-owned by the Foundation for Seacoast Health, and a private school to be built.

(Citywide Goal Addressed: A Welcoming, Safe and Diverse Community)

o **Route 33 Recreation Field**

In FY17, continued its work to convert a large City-owned site into a recreation a multi-purpose, regulation-sized outdoor recreation field with associated amenities including parking, lighting, storage and associated site improvements. Initial site preparation was leveraged at no cost to taxpayers in exchange for allowing the property to be used for construction lay down areas for various recent construction projects. In 2017, work has progressed on the design of the new facility, including the selection of a surfacing treatment for the recreation field itself.

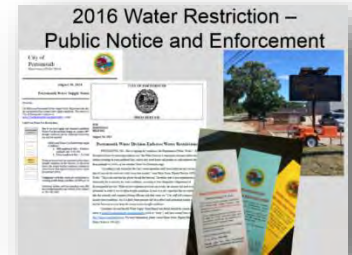


(Citywide Goal Addressed: A Welcoming, Safe and Diverse Community)

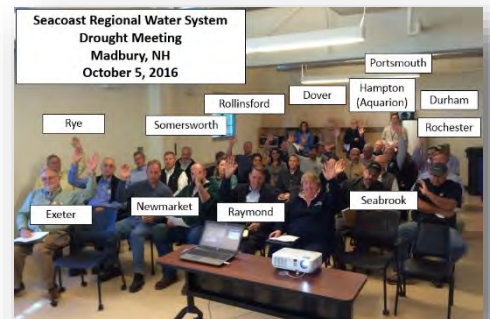
❖ **Water Division**

• **Public Outreach**

The Water Division continued with improvements to their monthly Water Supply Update that is sent to the news media and distributed through the City’s website. This update provides information regarding the status of precipitation, streamflow, reservoir and groundwater level trends. It also assesses the water demand projections in order to determine if any water restrictions are necessary.



The summer of 2016 was one of the driest on record, leading to an “extreme” drought declaration for the Seacoast area of New Hampshire. As a result, the City of Portsmouth implemented odd/even water restrictions in early August 2016. Continued dry conditions and high water demands led to a complete “No Lawn Watering” ban on September 8, 2016. Additionally, the City of Portsmouth hosted a drought meeting together with officials of the New Hampshire Department of Environmental Services. Water operations staff from 12 seacoast area water systems attended this meeting and discussed water supply capability, weather impacts, water restriction levels and potential inter-municipal cooperation to assist neighboring water systems.



The adjacent graphic provides more detail on how effective the water restrictions were. Prior to the “No Lawn Watering” restrictions in September the demands were above normal. They were below normal after the restrictions were implemented.

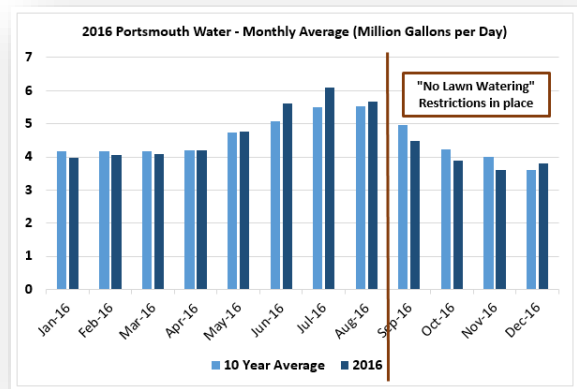
(Citywide Goal Addressed: Public Outreach)

- **Water Efficiency Program**

The City continued to implement water efficiency measures throughout 2016. These measures included:

- Submitting an updated Water Conservation Program to the New Hampshire Department of Environmental Services pursuant to Env-Wq 2101 “Water Conservation Standards.” This plan will guide the water division’s efforts to continue to improve water efficiency.
- Continue to utilize the services of a leak detection firm to survey and identify areas of the water system that may have leaks. Intent is to cover the entire water system every three years. Leaks are now tracked in the City’s Electronic Asset Management Database, where the information is utilized by City staff to assess, justify and schedule capital replacements.
- Requiring new irrigation meters to have systems that are EPA WaterSense certified. An additional third inclining block irrigation rate was also implemented in 2016 which provides an economic incentive for water users to be as efficient as possible with irrigation usage.
- Implementing water restrictions when necessary and continue to update the public and our water customers about the water supply and demand status.
- Continue to “right-size” larger water and compound customer meters with smaller, more efficient meters, to better capture low flow water consumption patterns.

(Citywide Goal Addressed: Sustainability)



- **Water Efficiency Flyer**

The water division inserted a water efficiency flyer in all 8,500 water customer bills in April 2016. This flyer focused on outdoor water usage and ways that this water could be used more efficiently.

(Citywide Goal Addressed: Sustainability)




- **Water Efficiency Rebate Program**

The City continues with its Water Efficiency Rebate Program which allows qualifying residential water and sewer customers a rebate for installing high efficiency toilets and washing machines. The rebates are \$100 for qualifying toilets and \$150 for qualifying washing machines. Portsmouth was the first water system in New Hampshire to offer rebates of this nature.

The program is offered to all residential customers served by the Portsmouth Water and Sewer Divisions, including multi-family residents. The City’s website includes information as well as the criteria and forms for customer’s to apply for their rebates.

The following graphics provide a summary of the program to date:

Water Efficiency Rebate Program – Introduced in 2014



Residential Toilet and Washing Machine Rebate Program

Low-Flow Toilets (281 total):
 200 rebates issued in 2015
 81 rebates through April 2016

High Efficiency Washing Machines (77 total):
 71 rebates issued in 2015
 6 rebates through April 2016

Rebate Program – Average Monthly Consumption
 Analysis of 20 Locations with Rebates (Non Irrigation Months)



Low Flow Toilets:

- Pre Rebate – 5,102 gallons/month
- Post Rebate – 3,567 gallons/month
- Savings – 1,535 gallons/month
- 50 gallons/day savings
- 30% Reduction

High Efficiency Washing Machines:

- Pre Rebate – 3,861 gallons/month
- Post Rebate – 3,122 gallons/month
- Savings – 739 gallons/month
- 24 gallons/day savings
- 19% Reduction

(Citywide Goal Addressed: Sustainability)

• **GIS Interns**

The Department of Public Works’ Water and Sewer Divisions continued to employ the services of two (2) University of New Hampshire student interns to survey and assess stormwater infrastructure and other City infrastructure. The information gathered from the assessment of storm drains, pipes and outfalls is utilized by the City staff to identify operational and capital projects related to the stormwater programs. This effort will be very important as the City works to comply with the anticipated requirements of the MS4 EPA Stormwater permit.



City of Portsmouth GIS Interns Jane Leven and Daniel Lewis

(Citywide Goal Addressed: Sustainability)

• **Drinking Water Fountain Project**

In FY17, the Water Division, together with the Public Works Department began to install new drinking water fountains at public facilities. These fountains also include faucets that enable people to fill water bottles easier, encouraging use of public water for personal use versus bottled water.



(Citywide Goal Addressed: Sustainability)



- **Long Range Capital Improvement Projects**

In FY17, the Water Division continued to implement the projects recommended in the 2013 Water System Master Plan Update. These projects included:

- Continued replacement of larger customer water meters in the system with newer technology meters that are more accurate in capturing lower-flow water consumption.
- Started the process of permitting the new Madbury Well #5 as a drinking water source of supply. This well was drilled in early 2015 to provide emergency supply capability. This new well will improve operating efficiencies and provide better integrated management of the combined surface and groundwater sources of supply.
- Bid and contracted for the replacement of the Greenland Well building, which was first constructed in the 1950's. This new building will improve system reliability and enable more sustainable operation and efficiency of that water supply source. A replacement well was drilled in 2015 and approved in 2016.
- The Water Division continues to upgrade water lines in conjunction with other utility and roadway projects.

(Citywide Goals Addressed: Sustainability and A Welcoming, Safe and Diverse Community)

- **Pease Tradeport Response to PFC Contamination**

On May 12, 2014, the City of Portsmouth received notice that the Haven Well, located at the Pease Tradeport, the former site of the Pease Air Base, showed levels of Perfluorooctane sulfonate (PFOS) above the provisional health advisory level after Perfluoro Chemicals (PFCs) were sampled. The Well was immediately shut down and the City began responding to the incident on multiple fronts. Efforts in FY17 included:

- Attending numerous technical meetings held with regulators, health agency officials, the Air Force, the Pease Development Authority and technical consultants.
- Working with the technical team to continue to revise and track the comprehensive monitoring program to identify and track PFC contaminants that could impact the other two (2) Pease water supply wells.
- Through an agreement with the United States Air Force, the City installed two 20,000 lb. granular activated carbon vessels (GACs) to filter and remove PFCs from the Harrison and Smith Wells at the existing Grafton Road water facility. This installation will ensure effective technology is in place to properly treat the PFCs and enhance the overall performance of the Pease Tradeport water system. This work followed an initial



pilot study that was completed in June 2016. Pilot testing results indicated that the GAC filter media will remove PFCs without significant pressure, build up or fouling in the media. General chemistry results also indicated acceptable levels for pH and alkalinity with no anticipated disruption to the existing water distribution system. Frequent sampling, filter monitoring and operational requirements from the Harrison and Smith Wells' demonstration project will be evaluated for the first six months of operation. Information from both the pilot and the demonstration study will then be used by the City's consultant to revise the final design parameters for treatment of the Haven Well.

- Public information was provided to customers through Press Releases, presentations to City Council and other boards related to the Haven Well contamination, updates to the City's website, and a direct mailer to all Pease Tradeport water customers in September 2016.
- Preliminary design of a carbon treatment system was submitted to the Air Force in early 2016. A follow-up agreement will assess the treatment parameters and also investigate treatment systems that are in place at other public water facilities. This information will guide the final design and construction of the system to treat all three Pease Tradeport wells.

(Citywide Goals Addressed: Sustainability and A Welcoming, Safe and Diverse Community)

❖ **Wastewater Division**

• **Peirce Island Wastewater Treatment Facility**

In FY17, the City continued to move forward with the Peirce Island Wastewater Treatment Facility (WWTF) Upgrade. Public meetings and presentations were held with the City Council and other committees and organizations. A significant milestone was the March 7, 2016 meeting where staff presented the option of the City financing a large portion of the project through the State of New Hampshire's State Revolving Loan Fund. The City Council approved up to \$75 million of use of funds from this program to pay for the construction upgrades. Cost savings will be realized through principal forgiveness of 5% of the loan (approx. \$3.75 million), an interest rate that is locked in at 2.23% over 20 years, and loan repayments which will commence one year after the completion of the project. This funding approach will allow the City to continue with predictable and stable sewer rate increases rather than having to absorb the cost of these upgrades in a shorter timeline.

The project was bid during FY17 and Methuen Construction of Salem, New Hampshire was awarded the contract. Construction of the project began in the fall of 2016 and will continue for a number of years. The biological treatment system components will be

Map of Project Area



completed by December 2019 as required by the City's Consent Decree with the Environmental Protection Agency (EPA).

Construction activities began with setting up stipulated construction traffic routes, minor modifications to the roadways leading to the treatment plant, securing the area where construction will be active on the island and implementing other construction mitigation items. Additional work will be completed in the spring of 2017 to offset parking lost to construction staging. This work will include an expansion of the Four Tree Island Parking Lot and improvements to the parking area adjacent to the existing boat ramp. The Division continues to review the impacts of this major construction project and adjust as necessary. The EPA has been involved with the project because of its issuance of the National Pollutant Discharge Elimination System (NPDES) permit for the facility. The Department of Environmental Services (DES) has been involved with design approval, funding and continues to be involved during construction.

To support its wastewater NPDES permits and as agreed in the Consent Decree Second Modification, the Sewer Division will continue to support scientific research of the receiving water bodies through studies including water quality monitoring in the Piscataqua River.

(Citywide Goals Addressed: Sustainability and A Welcoming, Safe and Diverse Community)

- **Pease Wastewater Treatment Facility**

The Pease Wastewater Treatment Facility Upgrade construction, planned to begin construction in FY17, was extended into FY18. Portions of the Pease facility have not been upgraded since its original construction in the 1950s. It is anticipated that the City will complete the work in phases utilizing the recommendations of previous engineering evaluations. During FY17, final design of the first phase of upgrades, including a new headworks building (screening, grit removal, raw sewage pumping and odor control), was completed and construction is anticipated to begin in FY18. The Division continues to work with Pease International Tradeport customers to identify future needs for additional treatment capacity.

(Citywide Goals Addressed: Sustainability and A Welcoming, Safe and Diverse Community)

- **Lafayette Road Pump Station**

The Lafayette Road Pump Station construction began FY17 and will continue through FY18. Final design of the station was completed in FY17. This pump station serves the entire southern part of the City. The work will replace equipment that is beyond its useful life. The project will also include esthetic improvements to the exterior of the existing building and site modifications. The project will result in a more reliable and efficient pumping system and reduce the risk associated with equipment failure and loss of service.

(Citywide Goals Addressed: Sustainability and A Welcoming, Safe and Diverse Community)

- **Wastewater Public Outreach**

The Division continues to focus on improving public outreach efforts with respect to wastewater treatment upgrades and other projects in the system. Information on the Peirce Island Wastewater Treatment Facility Upgrade follows the outline of a Communication Plan provided to the City Council in FY17. Updates on the status of projects are posted at www.portsmouthwastewater.com. This information is often supplemented by newsletter articles and press releases as needed to announce major project milestones. The Division added a specific web page devoted to the Peirce Island Wastewater Treatment Facility Upgrade construction that includes direct contact information for City staff, a reporting form for construction related concerns and a weekly update on construction activities. In addition, periodic public updates are presented to the City Council and other City committees, including a monthly project update held at City Hall which is archived on the City's YouTube webpage for future reference.



(Citywide Goals Addressed: Public Outreach)

- **Long-Term Control Plan**

The City completed the last of its sewer separation projects required by the current Consent Decree with the Environmental Protection Agency in FY16. In FY17, the City completed the required evaluation of the sewer separation work, called a Post Construction Monitoring Plan, to determine the effectiveness of these sewer separation projects (Bartlett Street area, Lincoln Avenue area, and Cass Street area). The results of this evaluation indicated that the proposed Targets from the 2010 Long-Term Control Plan Update were achieved. Additional work remains to continue the reduction of combined sewer overflow and in FY18 the City anticipates moving forward with the new Long-Term Control Plan Update. This work will result in a list of future projects that will continue to reduce CSO's.

The first phase of a Citywide evaluation of the condition of the sewers (Sewer System Evaluation Survey) was performed in FY16 and follow up work completed in FY17. The City has an old sewer collection system with many pipes being over 100 years old. This work included measurements of the amount of extraneous groundwater and stormwater in the sewer collection system. The work completed in FY17 includes a structural condition assessment of the sewers where extraneous flow was found to be excessive. Additional study will be completed in FY18 and based on these studies a prioritized list of projects will be developed for sewer replacement and rehabilitation. This list and the implementation schedule will be used for years to come as a roadmap for future sewer improvements. This project will also include a pilot study to identify and determine the best means to implement a sump pump removal program in the City.

The Sewer Division continues to pursue initiatives to improve collection system operations which include the restaurant grease removal program and cleaning and inspections. The City will continue with its annual cleaning and inspection with the goal of the entire system (~115 miles) being cleaned and inspected every five years. Focused inspections will be performed as planned and the studies being performed this fiscal year will focus on historic problem areas and make recommendations for improvements.

The City will continue its annual replacement of sewer pipes as needed in advance of annual paving areas and in locations of planned capital projects such as the Maplewood Avenue (North Mill Pond to Woodbury Avenue) Reconstruction project, Union Street utility upgrades, the Islington Street Corridor Improvements project and the McDonough Street Area Improvements. Work on the collection system in these and other areas that include sewer separation work will further the City's Long-Term Control Plan goal to reduce Combined Sewer Overflows (CSO's).

(Citywide Goals Addressed: Sustainability and A Welcoming, Safe and Diverse Community)

❖ **Federal Property Transfers**

• **Thomas J. McIntyre Federal Building**

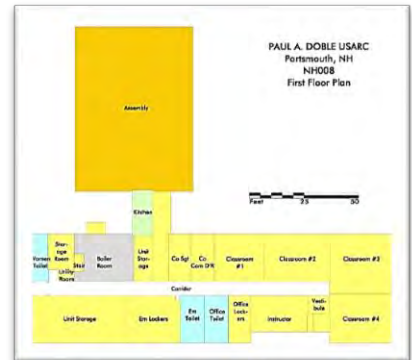
The City Council continued working with the General Services Administration (GSA) throughout FY17 on actions towards the disposal and reuse of the downtown McIntyre Federal building and 2.1 acre property. The course of the City's redevelopment plan changed during the year when the GSA informed the City that it is no longer cost efficient to construct a new federal facility downtown as previously planned and is instead pursuing lease options in the city to relocate its existing tenants. This decision, plus a May 2016 determination that the McIntyre building has been included as part of the Portsmouth National Register District and eligible for listing on the National Historic Register resulted in a new direction for the City. As a historic resource, the GSA must take this into consideration as it seeks to transfer the McIntyre property. The GSA suggested that the City could consider the "Historic Monument" program as a method to acquire the property as this avenue allows the GSA to transfer property to state and local agencies for public uses at a discount of up to 100% market value. The City and has submitted an application to the GSA for consideration under the Historic Monument Program and is awaiting a response.



(Citywide Goals Addressed: Regulation Adherence and Legislative Development)

- **Paul A. Doble Army Reserve Center**

The City is working to acquire the 3.5 acre Paul A. Doble Army Reserve Center at 125 Cottage Street. Meanwhile, preparations for its transformation into a new 50+ Activity Center continue with design work for adaptive reuse of the building. The U.S. Army Reserve is responsible for preparing the property and documentation prior to the transfer to the City. The timeline for this work was impacted by the delayed completion of the new Army Reserve Center and the environmental reviews required prior to the execution of the transfer, which have included a historic review. Recently, the historic review was concluded in a manner ensuring the City’s flexible use of the site into the future. At this time, the property is in the final real estate transfer steps.



(Citywide Goals Addressed: A Welcoming, Safe and Diverse Community)

- ❖ **Legislative Subcommittee**



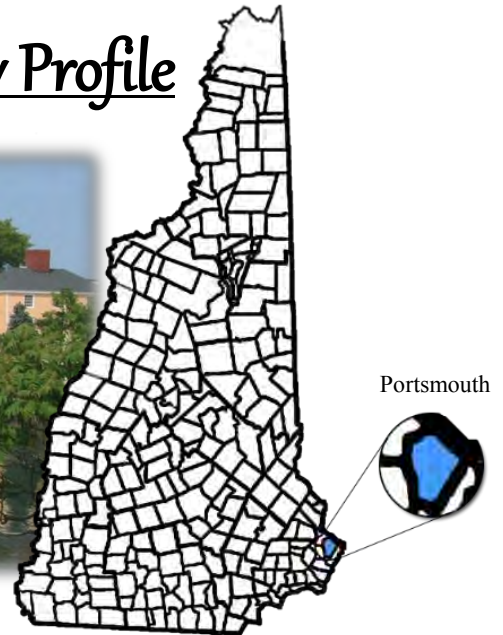
The City Council’s four-member Legislative Subcommittee (comprised of the Mayor and three (3) City Councilors) continues to closely review New Hampshire Statehouse activities which have the potential to impact Portsmouth. The City Council has adopted Principles for Legislative Positions that guide the Legislative Subcommittee on issues of importance to the City. The Legislative

Subcommittee meets regularly with its legislative delegates to discuss these issues and proposed legislation that could affect municipal operations, city residents, and/or the City’s budgeting process. The City continues to closely monitor legislation with the potential to substantially impact the budget. This includes legislation that may make changes to the NH Retirement System, tax exemptions and valuation of utility poles and conduits. In addition, the Legislative Subcommittee continues to monitor and support legislation that would more fairly redistribute the Meals and Rooms Tax revenue to those communities, like Portsmouth, that contribute significantly to the tax and enabling legislation that would allow cities and towns to defer the cost of tourism. The City also closely monitors the State’s education funding formula. Although Portsmouth has not been forced to raise excess Statewide Education Property Taxes as a “Donor” community since FY06, legislation that could potentially reestablish Portsmouth as a “Donor” community is monitored by the City. The City will also continue to watch the Legislature’s future education funding discussions on behalf of the Coalition Communities, a group of former “Donor” towns. This effort is funded by the City and contributions from Coalition-member towns. The Legislative Subcommittee also follows legislation that could impact the City outside the budgeting process by tracking legislation that address issues such as the regulation of short-term rentals, accessory dwelling units or any amendments to the current Right-to-Know Law.

(Citywide Goals Addressed: Regulation Adherence and Legislative Development)



Portsmouth, NH Community Profile



City Government

- Settled: 1623
- Incorporated: 1849
- Form of Government: Council-Manager
- Bond Rating, Standard & Poor's: AAA

Location

- Latitude: 43° 4' 32" North
- Longitude: 70° 45' 38" West
- County: Rockingham
- State: New Hampshire
- Tourism Region: Seacoast
- Planning Commission: Rockingham

Land

- Land Area: 10,763 acres (16.8 sq. miles)
- 10,034 (15.7 sq. miles) of land
- 729 acres (1.1 sq. miles) of inland water
(source: Taintor and Associates, Existing Conditions, 2004)
- Public Parks & Playgrounds - 200+ acres
(source: Taintor and Associates, Existing Conditions, 2004)
- Public Streets – 105 miles
- Wetlands – 3,538 acres
(source: City of Portsmouth, 2003 Wetlands Inventory)

Transportation & Road Access

- US Routes – 1, 4
- State Routes – 1A, 1B, 16, 33, 1 Bypass
- Nearest Interstate Exit – I-95, Exits 3-7
- Railroad – Guilford Rail Service
- Public Transport – COAST; Wildcat Transit
- Nearest Public Use Airport – Pease International Airport
- Nearest Airport with Scheduled Service: Manchester-Boston Regional

Driving Distance to Selected Cities

- Manchester, NH – 45 miles
- Portland, ME – 51 miles
- Boston, MA – 57 miles
- Concord, NH – 59 miles
- New York City, NY – 270 miles
- Washington, D.C. – 491 miles
- Montreal, Quebec – 301 miles

Emergency Services

Full Time Police Department

- Police Stations - 1
- Police Vehicles – 30

Municipal Fire Department

- Fire Stations – 3
- Fire Department Apparatus - 19
- Fire Boat - 1

Emergency Medical Service –

Full & Part-time Staff

Nearest Hospital – Portsmouth Regional,
Portsmouth (209 beds)

City School System

- Number of Schools – 5
 - Elementary – 3
 - Middle/ Junior High – 1
 - High School – 1
- Number of Private Schools – 1
- NH Licensed Child Care Facilities (2015) – 20

Culture and Recreation

- Libraries – 1
- Community Centers – 2
- Number of boat dock facilities – 2
- Swimming pools – 3
- Tennis Courts – 10

Public Works Department

- Sanitation – Municipal
- Recycling Program – Mandatory
- Miles of Streets Maintained – 136
- Miles of Sidewalk – 70
- Number of Bridges – 14
- Number of Municipal Buildings – 7
(approximately 266,268 square feet)
- Playgrounds / parks/ ballfields – 23
- Historic Cemeteries – 6

Water and Sewer Infrastructure

- Miles of water mains – 190
- Number of service connections – 8,200
- Storage capacity in gallons, water (millions of gallons) – 10
- Maximum daily capacity of treatment (water) – millions of gallons - 4.5
- Number of fire hydrants – 1, 034
- Daily average water consumption (millions of gallons) (FY2016) – 4.6
- Peak daily water consumption (millions of gallons) (FY2016) – 6.3
- Miles of sanitary sewers – 119
- Number of water treatment plants – 2
- Number of service connections – 6,427
- Maximum daily capacity of treatment (sewer) – millions of gallons - 25.3
- Daily average treatment of sewage (millions of gallons) (FY2016) – 3.7

Portsmouth City Demographics

City Population (2015) – 21,463
(source: census.gov)

Educational Attainment, Population 25+ Years

High School Graduate or higher – 95.8%
Bachelor's Degree or Higher – 57.7%
Graduate or Professional Degree – 20.9%
(source: ACS survey 2015)

Households

2015 ACS Survey – 10,567
2010 U.S. Census – 10,014
2000 U.S. Census – 9,875
1990 U.S. Census – 10,329
Average Household Size - 2.03
Average Family Size – 2.75
(Source, U.S. Census 2010)
Median gross rent 2010-2014 - \$1,138
(Source, U.S. Census 2010-2014)

Labor Force (Annual Average 2015)

Civilian labor force – 13,155 (61%)
Employed – 12,699 (96%)
(Source: NHES-ELMI August 2016)

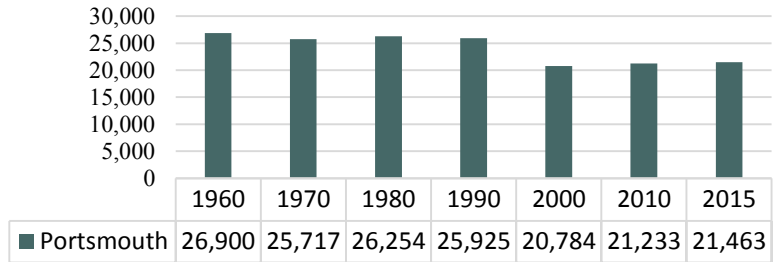
Income, Inflation Adjusted 2014

Per capita income - \$42,724
Median Family Income - \$90,208
Median Household Income - \$67,679
Median Earnings, full time
Male - \$58,441
Female - \$45,683
Individuals Below Poverty Level – 7.6%
(source NHES Community Profile, Portsmouth 2016 and ACS 2010-2014)

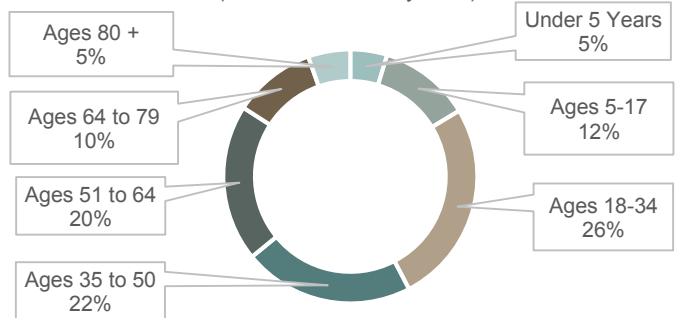
Geography

Population per square mile, 2010 – 1,363
Land area in square miles, 2010 – 15.7
(Source, U.S. Census 2014)

Portsmouth Population
Decennial Trends 1960-2015
(source US Census Bureau)

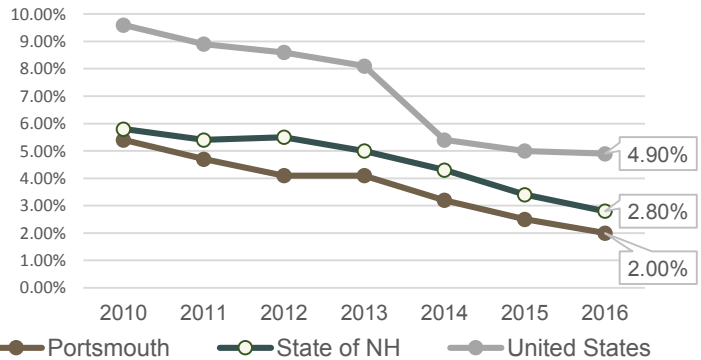


Population by Age Group
(Source: ACS survey 2015)



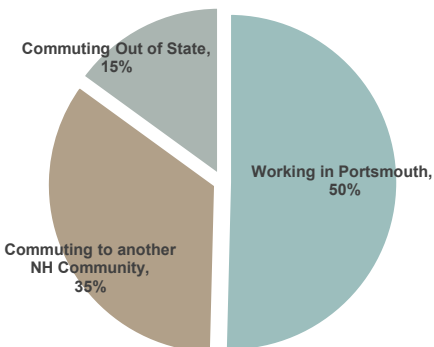
Annual Average Unemployment Rates 2009-2016

Portsmouth is consistently lower than the state and region in unemployment rates.
(Source: Portsmouth Economic Development Department)



Where do the Residents of Portsmouth Work?

(Source ACS Survey 2010-2014)

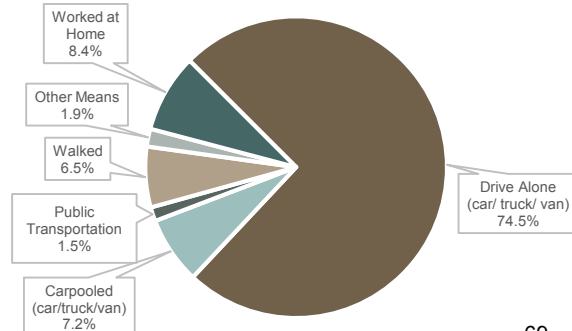


Portsmouth's Healthy Job Market



How are Portsmouth Residents Commuting to Work? (Ages 16+)

(Source Economic & Labor Market Information Bureau, NH Employment Security, January 2016).





Economic Profile

The City of Portsmouth (population: 21,463) is a seaport community on the Piscataqua River, which divides New Hampshire and Maine. It is a regional economic and cultural hub for seacoast New Hampshire and lies 57 miles north of Boston, Massachusetts, and 51 miles south of Portland, Maine.

Quality of Life and Economic Assets

Settled in 1623, Portsmouth is the nation's 3rd-oldest city with a rich heritage as a working seaport and the home of the State's only deep-water port. Portsmouth has an authentic New England appeal that is unique. Contributing to that allure are the following attributes:

- Vibrant, walkable downtown
- Historic architecture
- Independent retail offerings and strong culinary destination
- Low crime rate
- Excellent K-12 school system
- Strong creative arts and culture economy
- Easy access to the interstate highway to the Boston, MA and Portland, ME metro areas
- Home to Pease International Tradeport and Airport
- High resident educational attainment (57.7% of Portsmouth residents over the age of 25 have a college bachelor's degree or higher, Source: US Census)



Portsmouth Business Sectors by Employment

The local economy consists primarily of private, service-producing industries versus manufacturing industries. The city's quality of life and aforementioned economic attributes have attracted a wide variety of industries employing young, entrepreneurial and highly-skilled workers in the technology, finance, biotech and health sectors. This contributes to the strong business diversity in the Seacoast, NH region. Portsmouth fared well during the recent recession due in part to its diversity and lack of reliance on one industry or workforce as illustrated in the adjacent chart (Source: NH ELMI).

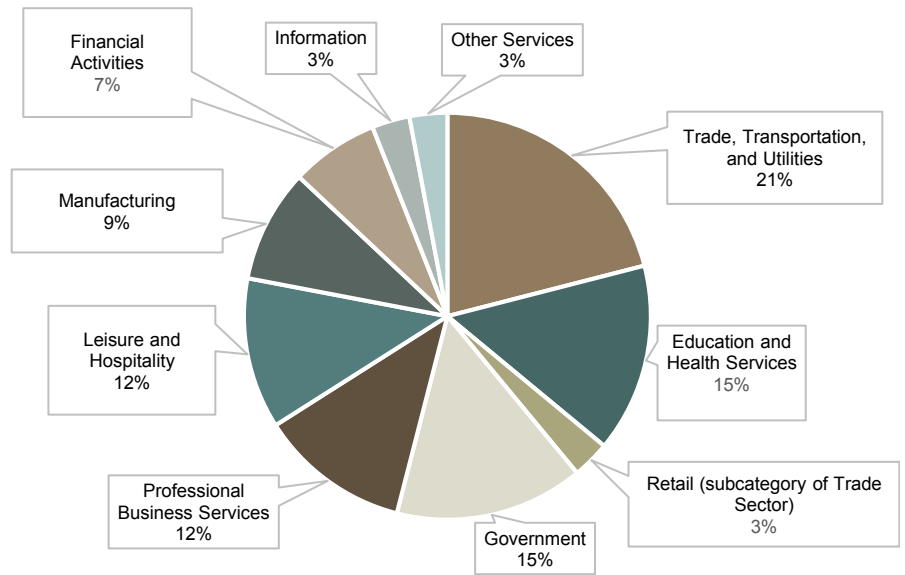
Workforce

According to the NH Employment Security Office, Portsmouth's total public and private average quarterly employment at the end of the 2016 second quarter was 32,579 compared to 32,105 at

the end of the 2015 second quarter indicating an increase of 474 jobs, or 1%, over the year. The average weekly wage for those periods were \$1,138 and \$1,092 respectively. Approximately one-half of working residents are employed locally, but the bulk of the workforce commutes into the City to work.

The City of Portsmouth continues to lead the region in low unemployment rates. According to the NH Department of Employment Security, as of December 31, 2016 the unemployment rate was 1.9%, compared to 2.3% in January 2016. The respective rates for the state and the nation for December 31, 2016 were 2.6% and 4.7%. The chart below compares the annual average unemployment rates of Portsmouth to the State and Nation from 2009-2016.

Portsmouth -ME NECTA Employment 2015



Annual Average Unemployment Rate (%)							
(Source NH Economic & Labor Market Information Bureau)							
	2010	2011	2012	2013	2014	2015	2016
U.S.	9.6	8.9	8.6	8.1	5.4	5.0	4.9
State of NH	5.8	5.4	5.5	5.0	4.3	3.4	2.8
Portsmouth	5.4	4.7	4.1	4.1	3.2	2.5	2.0

Arts and Culture



Portsmouth also serves as the cultural and culinary destination for the region. This has resulted in a significant creative economy of for-profit and non-profit businesses ranging from theatres and museums to galleries and design/architectural firms. The most recent Economic Impact study of this sector by Americans for the Arts indicated that the city’s non-profit cultural institutions and organizations alone contribute over \$41.4 million to the local economy.

Portsmouth stands out in this regard because the \$41.4 million figure is five times the arts and cultural contribution of similar sized cities. These organizations, along with many year-round cultural offerings, make Portsmouth a preferred tourist destination and, as in the past, the media has taken note. In the past year, Portsmouth received the following media accolades:



Portsmouth featured in January 2017 issue of *Paste Magazine* Also *paste magazine*.
<https://www.pastemagazine.com/articles/2017/01/things-to-do-in-portsmouth-newhampshire-parks-museums-music.html>



Portsmouth featured in *USA Today* article listing picturesque small towns in each state,
<http://www.usatoday.com/picture-gallery/travel/experience/america/fifty-states/2017/01/13/picturesque-small-towns-in-every-state/96554210/>, January 13, 2017

Portsmouth featured as destination to shake the winter blues,
<http://www.bostonglobe.com/lifestyle/travel/2017/01/05/weekend-getaways-shake-winter-blues/lj5PznrPJXTQtpWP0dNuL/story.html> , January 6, 2017

Strawbery Banke Museum featured in The 50 Top Educational Attractions in the Northeast,
<https://www.vacationsmadeeasy.com/TheBLT/The50TopEducationalAttractionsintheNortheast683.html> Oct. 2016

Portsmouth listed in ranking of top ten prettiest towns to retire,
<http://www.marketwatch.com/story/10-of-the-prettiest-us-towns-to-retire-2016-09-15>,
September 2016

Portsmouth listed as a top 7 destination road trips under \$500 in US News online travel site
<http://travel.usnews.com/features/americas-top-7-scenic-fall-road-trips-under-500/> Sept. 2016



Portsmouth featured in VacationIdea, Dream Vacation Magazine in article entitled 19 Best Things to do in Portsmouth, August 3, 2016 NH, <http://vacationidea.com/destinations/best-things-to-do-in-portsmouth-nh.html>

Portsmouth highlighted in article, On *Julie's Journey* blog, Off the Beaten Path Eats and Activities in the Capital Region and Beyond entitled, “*A Day in Portsmouth, New Hampshire*,” August 2016 <http://juliejournays.com/2016/08/20/a-day-in-portsmouth-new-hampshire/>

Portsmouth included in Collections Etcetera blog as one of the best 39 small towns worth visiting:

<https://blog.collectionsetc.com/2016/08/11/39-best-small-towns-in-america-worth-visiting-2016/> Aug. 11, 2016

Portsmouth featured in *Providence Journal* as “Colonial City with Plenty to Do,” July <http://www.providencejournal.com/entertainmentlife/20160728/sunday-drive-portsmouth-nh---colonial-city-with-plenty-to-see-and-do>; July 28, 2016

Portsmouth named one of the most tax-friendly places in NH for retirees by Smart Asset: July 2016 <https://smartasset.com/retirement/new-hampshire-retirement-taxes?year=2016#newhampshire>

Portsmouth ranked top small city by National Geographic Traveler digital nomad series: <http://www.nationalgeographic.com/travel/digital-nomad/new-hampshire/portsmouth-united-states-greatest-small-town/> July 2016

School Enrollments

The Portsmouth Public School System serves approximately 2,581 students in grades K-12. The School Department includes a preschool program, three elementary schools (K-5), one middle school (6-8), one high school (9-12), and one alternative high school program (9-12). The high school also includes a Career Technical Education program available to students in grades 9-12.



Post-Secondary

In addition to the University of New Hampshire located 12 miles away in Durham and Great Bay Community College in Portsmouth, many institutions of higher education are available in or near the City. These institutions include: Granite State College, Southern New Hampshire University, Franklin Pierce College, Antioch University New England, and New England College.

Education and Child Care (source: NHES Community Profile, Portsmouth 2015 and ACS Survey 2010-2014)				
	Elementary	Middle/ Junior High	High School	Private/ Parochial
# of Schools	3	1	1	1
Grade Levels	P, K-5	6-8	9-12	P, K, 1-8
Total Enrollment	972	521	1,088	124
Career Technology Centers	Portsmouth Career Tech Center #19			
Nearest Community College	Great Bay Community College			
Nearest College or University	University of New Hampshire			
2015 NH Licensed Child Care Facilities (DHHS Bureau of Licensing)	Total Facilities – 20 Total Capacity – 1,335			

Utilities

Electric and Gas – Eversource, interconnected with the New England Power Company Exchange, supplies all electrical power within the city. Gas service is provided by Unitil, Allied Gas Division and Sea 3. Both natural gas and LPG are available.

Water and Sewer - Water and sewer services are provided by the City under an Enterprise Fund with user charges set to ensure adequate coverage of operating expenses and payments on outstanding debt.

Transportation Services

Overnight truck delivery is available from Portsmouth throughout the northeast market serving 36% of the nation’s population plus eastern Canada. Portsmouth is served by twenty-one (21) regular route carriers and UPS. The Boston & Maine Railroad provides daily freight service. Greyhound and Trailways bus services also provide daily interstate service. By vehicle, it is an hour commute south to Logan International Airport, as well as the financial and medical centers of Boston.

Pease International Airport is located within the City of Portsmouth. Manchester Airport is located approximately one hour west and Portland International Airport in Portland, Maine is located one hour north of Portsmouth. Amtrak passenger rail link service is now available between Portland and Boston with stops in Dover, Exeter and Durham, NH. Regional bus service is provided by COAST



(Cooperative Alliance for Seacoast Transportation). Using Portsmouth as one terminus, COAST serves the region with frequent service.

The New Hampshire State Port Authority’s Portsmouth facility currently provides a concrete pier 600 feet by 50 feet, with a 35-foot deep berth alongside, a 10 acre storage area and 50,000 square feet of warehouse space. The newest state pier has doubled its capacity and accommodates additional bulk cargo products and container and barge services. The harbor is ice-free year

round and is the closest ice-free port to Europe. The Port operates the only active Foreign Trade Zone north of New York.

Unique Economic Drivers

Along with its skilled workforce and superior quality of life, the City benefits from major economic assets that attract diverse businesses and workers. The City's economic assets include the Pease International Tradeport, the NH State Port, the Foreign Trade Zone, and the Portsmouth Naval Shipyard, each of which is highlighted below.

Pease International Tradeport



One of the nation's most successful military base redevelopments, Pease International Tradeport, is located in Portsmouth and continues to grow and be a significant contributor to the economic vitality of the region. In September 2016, the Business NH magazine listed the top ten (10) New Hampshire companies to work for in 2015, four (4) of which are located in Portsmouth. Of these four, two are located in Pease International Tradeport as are two companies that were included

in the "Hall of Fame" categories which means it was listed 4 out of the past 5 years as Best Places to Work.

The Pease Development Authority (PDA) administers development of the Tradeport. Because the Tradeport is located primarily within the municipal boundaries of Portsmouth, the PDA and the City entered into a Municipal Services Agreement many years ago for both the Airport and Non-Airport Districts. In accordance with the Agreement, the City received a total of \$6.9 million in FY17 in municipal service fees and property taxes for City services provided.

Pease International Tradeport continues to be an important regional economic driver with over 275 companies and over 9,500 workers, many in well-paying technology and advance manufacturing jobs. According to a recent report on the 25th anniversary of the Tradeport by Applied Economic Research entitled "Pease Tradeport, Economic Impact 2015," the Seacoast economy has outperformed the New Hampshire economy in both the short and long term, due largely to the success of Pease. Driven by activity at Pease, the pace of job growth in Portsmouth (71%) has been more than twice that of New Hampshire since the Pease Airforce Base closure in 1990.

The Tradeport is also home to the Pease International Airport, which is an asset to the entire region. Its proximity to Logan Boston's International Airport, MA, the Portland, Maine International Airport and the Manchester, NH Regional Airport creates a unique opportunity to

capture both passenger and airplane service companies. Currently, passenger flights are available on Allegiant Airlines and on several charter and private jets that operate out of the airport.

The Air National Guard 157th Air Refueling Wing at Pease Tradeport is moving forward with preparations to receive twelve (12) new KC-46A refueling tankers slated to replace the aging KC-135 Stratotanker refuelers. The Pease Refueling Wing was selected in 2014 as the U.S. Air Force's top choice to receive the next generation KC-46A refueling tankers adding 100 new jobs with a payroll of \$7 million and indirect economic benefits of \$45 million in construction contracts. In January of this year, the Air Force announced successful test flights of the planes scheduled to arrive at Pease in February 2018. Between now and then, the Air Force is undertaking infrastructure improvements needed to accommodate the new aircraft such as new hangar space and simulator building and maintenance crew training.

The Port of New Hampshire

The Port of New Hampshire, located on the Piscataqua River in downtown Portsmouth, is the State's only deep-water port. The Port is overseen by the Pease Development Authority. Its



strategic location on a deep natural harbor makes it viable for international cargo shipping as well as for visiting cruise ships. The Harbormaster offices and docks are located onsite. Port infrastructure includes a 66-foot-long wharf, a 310-foot barge pier, two (2) large warehouse structures, and open areas for bulk storage and container facilities. The Port also leases space to local charter fishing and harbor cruise operators and serves as host to the popular tall ships that visit the City periodically.

Foreign Trade Zone (FTZ)

New Hampshire has one Foreign Trade Zone (FTZ) consisting of five (5) distinct sites, three (3) of which are located in Portsmouth: 1,095 acres at the Tradeport, 10 acres at the Port, and 50 acres at the Portsmouth Industrial Park. A Foreign Trade Zone is a site within the United States where items may be imported, stored and processed with deferral or elimination of customs duties and excise taxes, allowing firms to operate more competitively in the international market. The



FTZ, in conjunction with the State's International Trade Resource Center, provides both opportunity and technical assistance for businesses interested in foreign commerce.

Portsmouth Naval Shipyard (PNSY)

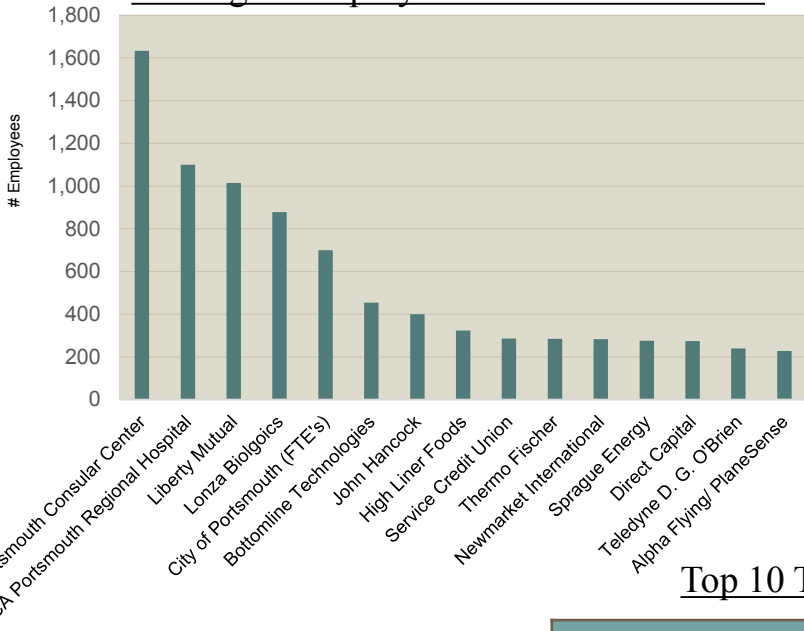


The Portsmouth Naval Shipyard (PNSY) is located in Kittery, Maine, just across the Piscataqua River from the City. It is a major submarine overhaul and refueling facility as well as the U.S. government's oldest continuously operating naval shipyard. It is also the largest regional employer with a highly skilled, technical workforce. The Seacoast Shipyard Association's regional economic impact report of the PNSY for calendar year 2016 shows an economic impact of \$756,068,941. The Shipyard employs a total of

6,329 employees with a payroll of \$496 million up from 6,099 employees with a payroll of \$482 million in calendar year 2015. The shipyard purchased \$77 million of goods and services in 2016; an increase of \$17 million over calendar year 2015. Total contracted facility services purchased was \$140 million in 2016 making it a significant source of direct and indirect expenditures in the region.

Economic Indicators

15 Largest Employers in Portsmouth 2016



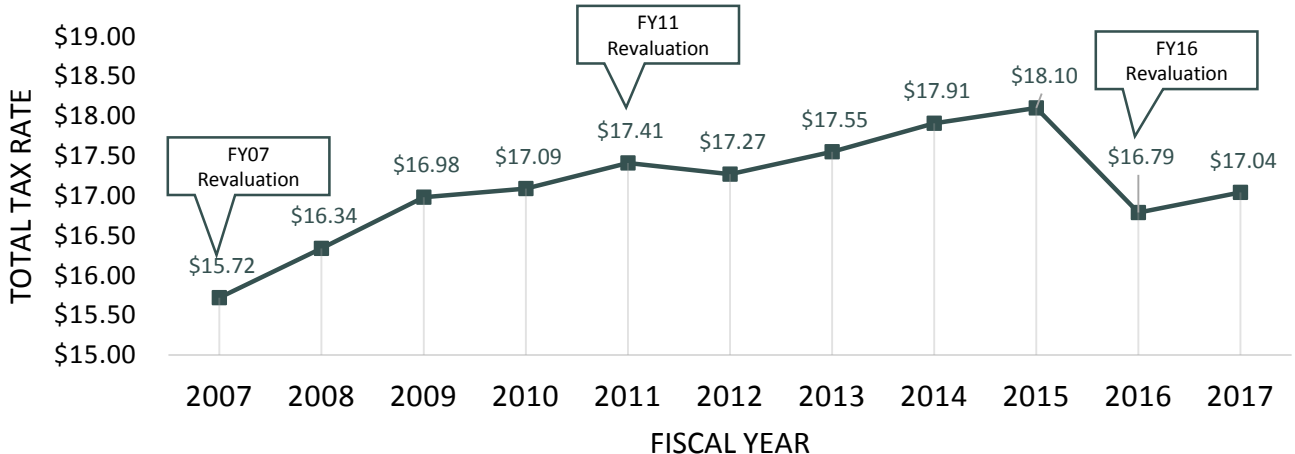
The graph on the left represents the fifteen (15) largest employers in the City of Portsmouth, employing over 8,300 employees in 2016. The principal employer, Portsmouth Consular Center, employed 1,633 individuals. This business entity consists of the US Department of State Passport Service NE Regional Office, the National Passport Center and the National VISA Center. The 2nd highest employer, with 1,100 employees, was HCA Portsmouth Regional Hospital. The 3rd and 4th largest employers, Liberty Mutual and Lonza Biologics, employed 1,015 and 879 employees respectively.

Top 10 Taxpayers 2016 (FY 2017)

Company	Business Type	Percentage of Total Taxable Property
Public Service of New Hampshire	Utility	3.62%
HCA Health Services	Medical Building	1.71%
Branford Holding LLC	Apartment Complex	0.97%
Service Credit Union	Office Building	0.85%
Liberty Mutual Insurance	Office Building	0.74%
Hanover Apartments LLC	Apartment Complex	0.56%
Northern Utilities Inc.	Utility	0.56%
Kanerd Development LLC	Industrial Building	0.53%
Harborside Assoc	Hotel	0.52%
Inishmaan Assoc Ltd Ptnshp	Apartment Complex	0.50%

Portsmouth's top ten (10) principal tax payers (listed in the table to the right) of 2016 (FY 2017) pay over 10% of total property taxes. Business varieties range in type from utilities, medical buildings, banks, apartment complexes, hotels, office spaces and shopping centers.

Portsmouth, NH Total Tax Rate (Fiscal Years 2007-2016)

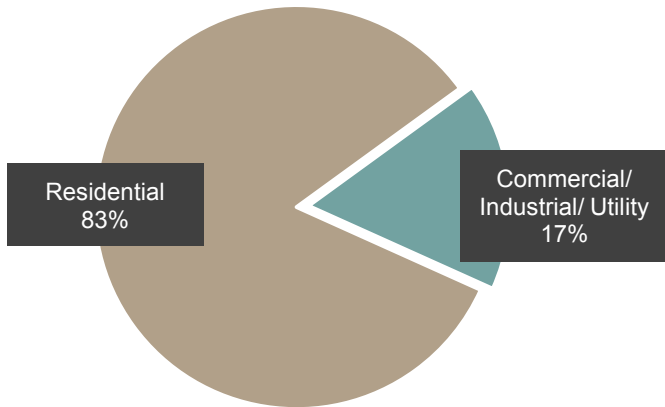


Tax Rate 2016 Tax Year (FY2017) \$17.04 (per \$1,000)
Municipal - \$8.13
County - \$1.09
Local Education - \$5.41
State Education \$2.41

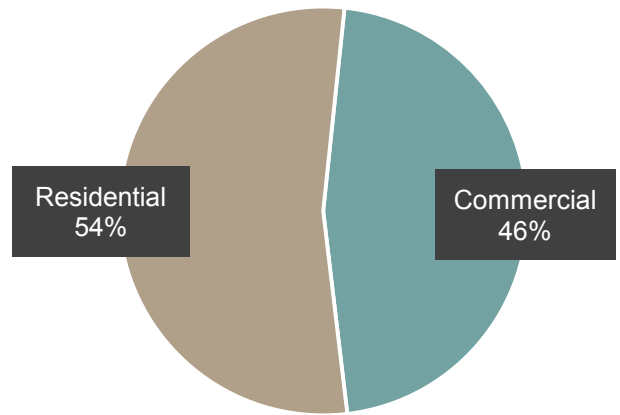
The City of Portsmouth conducted a revaluation for the tax year 2015 (FY2016) in accordance with state law. The total taxable parcel count is 8,567. Commercial properties make up 17% of the total City parcel count while comprising 47% of the total assessed value of the City. Respectively the Residential properties make up 83% of the total parcel count while comprising 53% of the total assessed value for Portsmouth.

Total Valuation Before Exemptions 2016 (FY17)		
	Total	Count
Commercial	\$ 2,238,019,100	1,433
Residential	\$ 2,580,293,951	7,134
Totals	\$ 4,818,313,051	8,567

Residential vs. Commercial Properties by Percent of Taxable Parcel Count



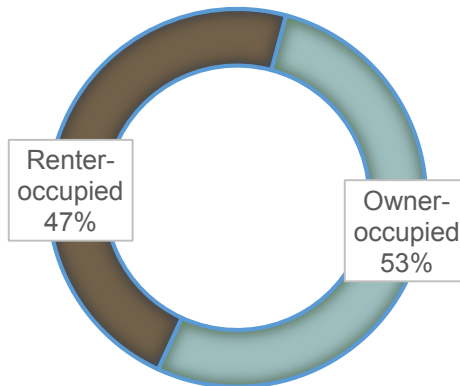
Residential vs. Commercial Properties by Percent of Total Assessed Value



Mean Values

- Type
- Commercial * - \$1,436,592
- Residential ** - \$361,690
- Residential Stratified
- Single Family - \$405,825
- Mobile Homes - \$57,548
- Condos - \$310,652
- Multi-Family (<8) - \$474,437

Housing Unit by Occupancy
(Source: American Community Survey Data 2011-2015)



Housing
Number of Housing Units – 10,782
(Source: ACS Survey 2011-2015)

Median Values

- Type
- Commercial * - \$523,050
- Residential ** - \$317,850
- Residential Stratified
- Single Family - \$347,600
- Mobile Homes - \$39,800
- Condos - \$239,800
- Multi-Family (<8) - \$424,650

Property Taxes
(% of Total Parcel Count)

- Single Family – 47.0%
- Mobile Homes – 2.8%
- Condos – 24.0%
- Multi-Family (<8) – 5.1%
- Commercial – 16.0%
- Utilities – 0.3%
- Pease Airport – 0.8%
- Exempt – 4.0%

As of April 1, 2016

* Does not include Pease Airport and Utilities
** Includes single family, condos, multifamily units, mobile homes, and vacant land

Total Units Occupied: 10,262

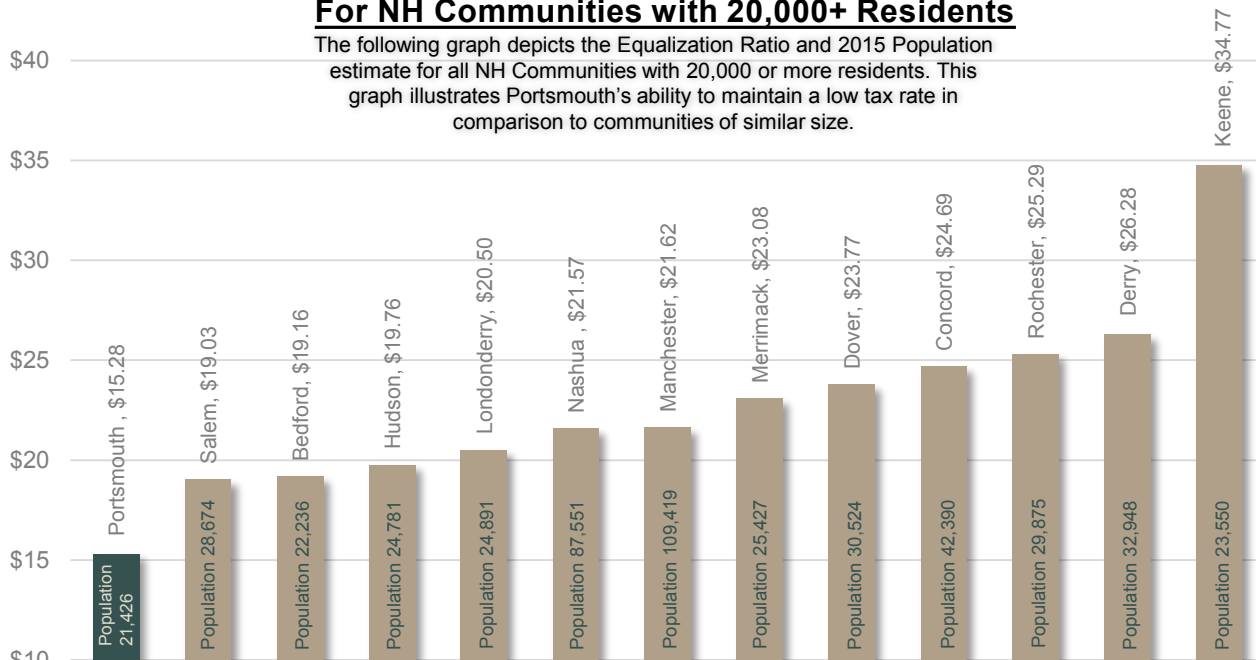
(source: Portsmouth Assessors Office, 2016 (FY2017))

Equalized Tax Rate Information

The two graphs below illustrate the equalized tax rates for New Hampshire Communities with over 20,000 residents (top graph) as well as the equalized tax rates for New Hampshire's 13 Cities (lower graph). The equalized tax rate is a value calculated annually by the NH Department of Revenue Administration (DRA) through a study of the qualified sales that occurred within the municipality during the previous year and makes adjustments to calculate the estimated 100% market value of the municipality.

Total Equalized Tax Rate 2015 (FY 2016) For NH Communities with 20,000+ Residents

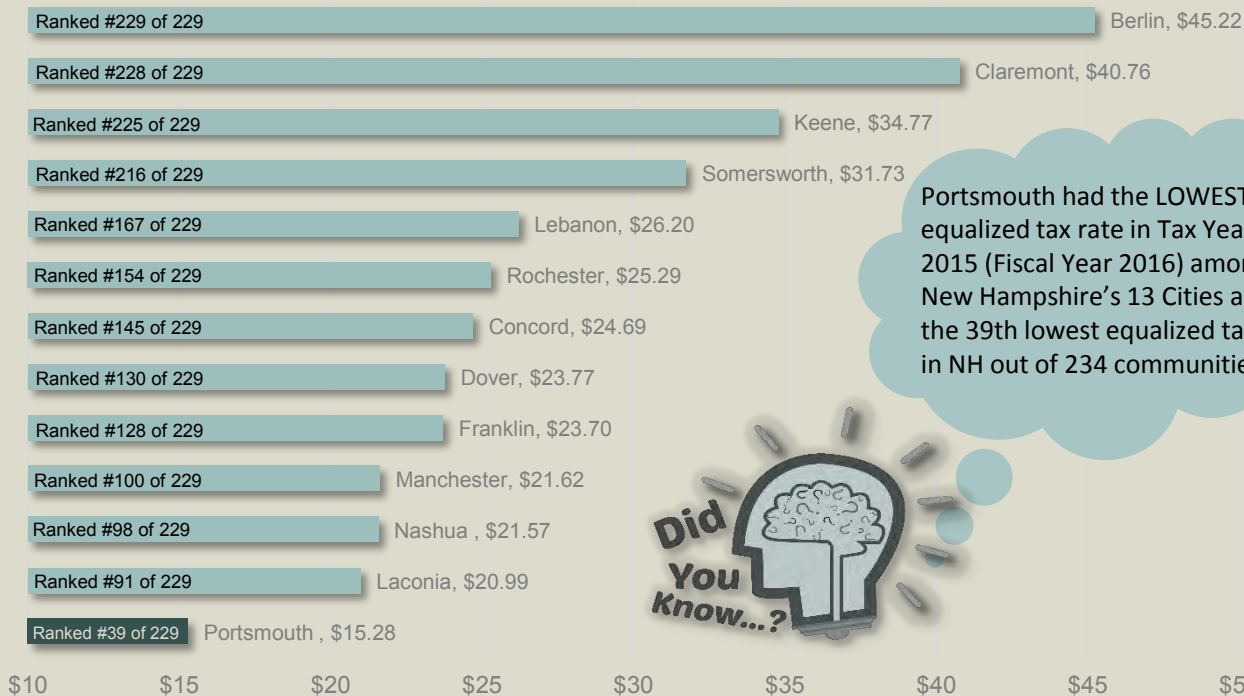
The following graph depicts the Equalization Ratio and 2015 Population estimate for all NH Communities with 20,000 or more residents. This graph illustrates Portsmouth's ability to maintain a low tax rate in comparison to communities of similar size.



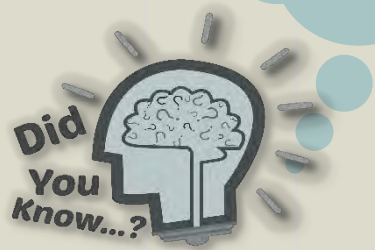
Population information used in the above graph was gathered from the NH Office of Energy and Planning's 2015 Population Estimates.

Total Equalized Tax Rate 2015 (FY 2016) for NH's 13 Cities

The following graph depicts the Equalization Ratio and 2015 Equalization Rankings for New Hampshire's Thirteen Cities. This graph illustrates Portsmouth's ability to maintain a low tax rate in comparison to communities of similar municipal type/ structure.



Portsmouth had the **LOWEST** equalized tax rate in Tax Year 2015 (Fiscal Year 2016) among New Hampshire's 13 Cities and the 39th lowest equalized tax rate in NH out of 234 communities.



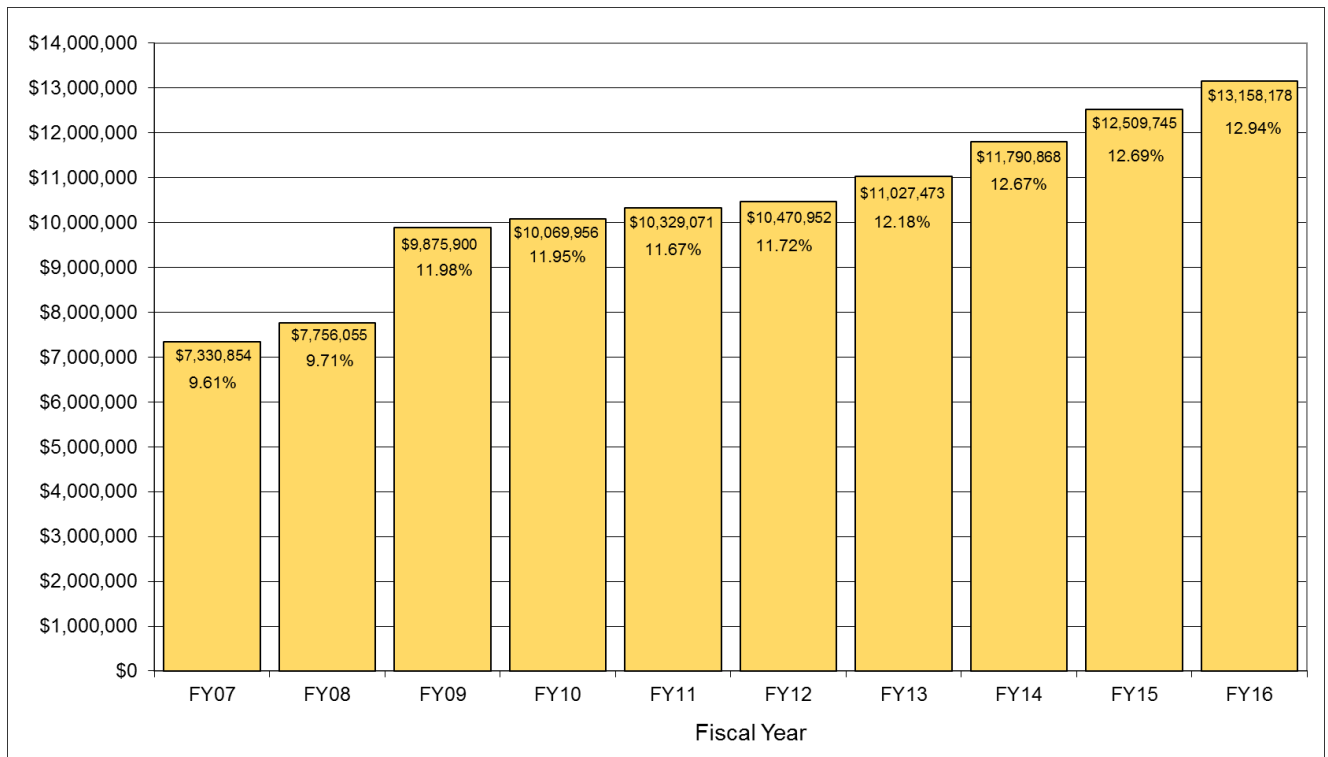


Financial Policies and Long-Term Financial Guidelines

The following are financial policies and long-term financial guidelines which the City follows in managing its financial and budgetary affairs. The goal of these policies and guidelines is to ensure that financial resources are well managed and available to meet the present and future needs of the citizens of the City of Portsmouth. The City has created several approaches to maintain and improve fiscal stability.

UNASSIGNED FUND BALANCE ORDINANCE

City Council adopted in Fiscal Year 1998 a Fund Balance Ordinance which was amended in 2012 to comply with the fund balance model established by Governmental Accounting Standards Board (GASB) Statement No. 54. The operational objective of the Ordinance was further amended in 2013 to recognize that the financial management goal of the City of Portsmouth is to annually maintain an Unassigned Fund Balance of between 10% and 17% of total general fund appropriations. As of June 30, 2016, the Unassigned Fund Balance is 12.94% of appropriations. The chart below shows the history of unassigned fund balance for the last 10 years.



BOND RATING

The City's current bond rating is AAA by Standard and Poor's Rating Group which they affirmed for a June 2016 bond issue. Rating agencies weigh a host of financial, economic, debt and managerial information and assign a rating to the issue. Higher bond ratings indicate lower perceived risk of default. The City has taken many steps and will continue to seek improvements to maintain fiscal stability. Table 1 highlights where the City's rating is today with respect to the model and Table 2 provides the history of the City's rating.

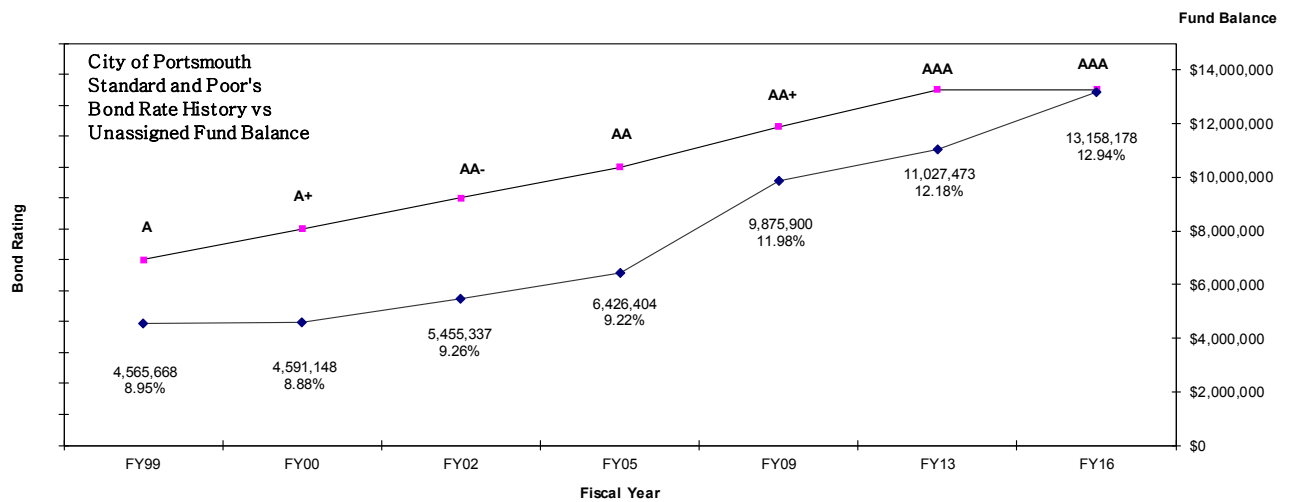
Table 1

INVESTMENT GRADE RATINGS Standard & Poor's
AAA
AA+
AA
AA-
A+
A
A-
BBB+
BBB
BBB-
BB

Table 2

Year	Standard & Poor's Number of Years at Rating	City of Portsmouth
2013-2016	4	AAA
2009-2012	4	AA+
2005-2008	4	AA
2002-2004	3	AA-
2000-2001	2	A+
1994-1999	6	A

The following graph charts the path and relationship between the City's Unassigned Fund Balance and its bond rating since the inception of the Unassigned Fund Balance Ordinance.



LEAVE AT TERMINATION

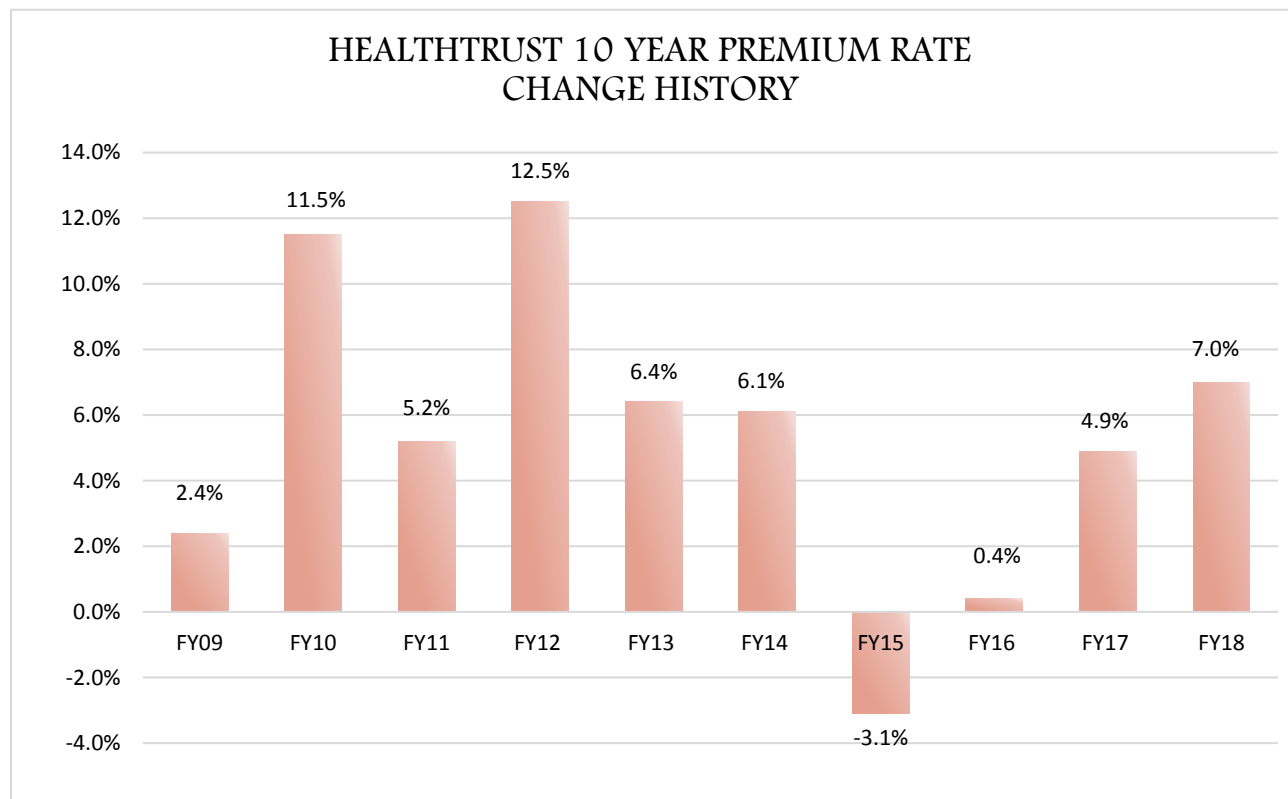
The City has addressed in two methods the significant liability owed to employees for accumulated sick leave pay when they leave municipal service.

1. The City eliminated future growth in this liability by negotiating in all labor agreements that new employees can no longer accumulate unlimited sick leave. Thus, the liability can be capped and it is now possible to estimate reductions of this liability through attrition.
2. The Leave at Termination Fund created in fiscal year 1999 eliminated annual budget spikes which negatively impacted the operating budget associated with sick leave pay owed to employees upon termination. General Government, Police, Fire and School Departments annually budget a fixed amount for each fiscal year determined by an actuarial study and periodic review, which is transferred into the fund where this liability is paid. These departments build a fund balance, which is carried over from year to year to fund future liabilities, thus stabilizing the annual operating budget.

HEALTH INSURANCE STABILIZATION RESERVE

The City currently offers two health insurance plans; a HealthTrust product supported by Blue Cross Blue Shield and a SchoolCare products supported by Cigna. These health care plans are negotiated with each collective bargaining unit.

HealthTrust announced the FY18 health insurance premium rates which results in a 7% increase over FY17. The increase in premium rates has spiked both up and down over the last several years causing unpredictability as shown in the graph below.



The City has addressed this issue with the following approaches.

1. The City negotiated with all labor agreements to share in the cost of health insurance premiums. Every employee contributes a percentage of their medical plan cost. This reduces the City's liability.
2. The City created the Health Insurance Stabilization Reserve to stabilize annual budgetary spikes that often negatively impact the operating budget. Generally, the appropriation amount is determined in accordance with the average increase of Health Insurance rates provided by HealthTrust over 10 years. This rate is then added to the prior fiscal year budgetary appropriation. The Health Insurance Stabilization Reserve has been established in the General Fund from operating surplus from previous years. In the event premiums spike higher than the appropriation, the reserve subsidizes this shortfall. A policy has been established that the utilization of this reserve in any given year shall not be in excess of 25% of its balance. **Although the HealthTrust health premium rate for FY18 is increasing 7%, the 10-year average rate change is 5.33%.**

INVESTMENT POLICY

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 specifically identifies eligible investments instruments as defined as follows:

1. Direct obligations of the US Treasury or any agency or instrumentality of the US Government.
2. The Public Investment Pool established pursuant to RSA 383.22.
3. Savings accounts of banks incorporated under the laws of the State of New Hampshire.
4. Certificates of deposit with banks incorporated under the laws of the State of New Hampshire or in national banks located within the State of New Hampshire or the Commonwealth of Massachusetts which are insured through the FDIC /FSLIC.
5. Repurchase agreements collateralized by the above mentioned items.
6. Money Market Funds which invest only in above mentioned items and meeting collateral requirements of FDIC/FSLIC limitation.

PROPERTY VALUATION

New Hampshire State Statute RSA 75:8-a states "the assessors and/or selectmen shall reappraise all real estate within the municipality so that the assessments are at full and true value at least as often as every fifth year beginning with the first year the Commissioner of the Department of Revenue Administration reviews the municipalities assessments pursuant to RSA 21-J:3 XXVI, the assessors and or selectman shall value all real estate within the municipality so that the assessments are valued in accordance with RSA 75:1" which states " shall appraise all taxable property at its market value". The last revaluation was completed for Tax Year 2015 (FY 2016). The City is currently conducting a full statistical revaluation for Tax Year 2017 (FY 2018).

PERFORMANCE MEASURES

The FY18 Budget document includes a performance measures section in each departmental narrative. This year’s budget includes a two year history of performance measures and an “estimated FY17” column. The departments use their performance measures to better communicate departmental progress and or efficiencies achieved within the department.

Performance Measures are statistical and analytical information about departmental performance and services. In general, performance measures can describe relationships between resources (inputs) and what is provided through a Department’s programs and services (outputs). In some cases, these measures will describe a Department’s workload (i.e. number of Police calls for service) or provide some measure of units of service (i.e. number of businesses assisted). Such measures are useful when compared across fiscal years, relaying information about trends and changes in service levels and needs, which can provide some context to budgetary requests.

Performance measures can be both quantitative and qualitative in nature. Often they can be expressed in ratios, percentages, averages, or simple quantifiable outputs, which provide information about a program or service. Many of the performance measures identified in the departmental summaries are tied to City-wide goals.

ROLLING STOCK PROGRAM

The City has established a long-term rolling stock program to avoid large expenditures in any one year and to forecast certain expenditures for replacing and upgrading existing equipment in the years ahead. The Rolling Stock Program has enabled all City departments to replace vehicles and equipment on the basis of life cycle costing, which has reduced costs in the area of repairs and maintenance. The purchase of vehicles and equipment is funded through the non-operating budget. This program provides departments with vehicles and equipment that are more efficient. Detailed information on the rolling stock program can found in Appendix I of this document.

CAPITAL IMPROVEMENT PLAN

The Capital Improvement Plan (CIP), prepared by the Planning Board, and adopted by the City Council, identifies equipment, vehicles, building, information systems, transportation and Enterprise Fund infrastructure needs over a six-year period. The City Council reviews these projects and annually appropriates from Governmental and Enterprise Funds, capital outlay to be combined with grants, matching funds and other programs. All projects funded by long-term debt need separate authorization from City Council. The following is a funding summary for of the FY18 Capital Improvement Plan. Detailed information for each project can found in Appendix II of this document.

Capital Improvement Plan FY 2018-2023 (FY 2018 Funding)

	GF	Enterprise Funds	Bond/Lease	Federal/State	Other/Revenues	PPP	FY '18 Total
GOVERNMENTAL FUNDS	\$2,140,000	\$0	\$16,680,000	\$832,000	\$1,983,158	\$300,000	\$21,935,158
WATER FUND	\$0	\$1,120,000	\$3,100,000	\$0	\$0	\$0	\$4,220,000
SEWER FUND	\$0	\$1,550,000	\$8,300,000	\$0	\$0	\$0	\$9,850,000
TOTAL	\$2,140,000	\$2,670,000	\$28,080,000	\$832,000	\$1,983,158	\$300,000	\$36,005,158

GENERAL FUND ANNUAL CAPITAL OUTLAY

To avoid utilizing a dollar target for the General Fund Capital Outlay which loses value over the years, the City uses a policy to tie-in capital expenditures from the General Fund to a percentage of the City's overall budget. Specifically, the City's goal is to allocate up to 2% of the prior year's General Fund Budget to Capital Projects.

DEBT SERVICE PLANNING

The City's Debt Service planning goals are to keep the debt burden and operational debt costs at manageable levels and that, simultaneously, capital needs will be met on an ongoing basis. With these goals in mind, the City has three main Debt Service Planning policies:

1) Pay-As-You-Go Financing

The City will pay for all capital projects on a pay-as-you-go basis using current revenues whenever possible.

2) Net Debt Service as Percent of General Fund Appropriations

One measurement to ensure debt costs are manageable is identifying a maximum net debt service as a percentage of total General Fund appropriation. The City policy is to use no more than 10% of annual appropriations toward net debt service payments. The FY18 proposed budget includes a projected net debt 8.67% of the proposed General Fund appropriation (A ten-year Projected Net Long Term Debt Service as a Percentage of the General Fund chart and graph are located in the Debt Service section of this budget document.)

3) Debt Burden

It is the policy of the City to maintain a Governmental debt burden of less than 3% of the City's full valuation. The debt burden measures how leveraged the City is by calculating the amount of debt outstanding as compared to the City's full valuation. The City's governmental activities' debt burden as of June 30, 2016, the last completed independent audit, was 1.9%.

MUNICIPAL FEE REVIEW PROCESS

In order to create a more efficient system for the City to adopt and adjust municipal fees, a process was adopted to review municipal fees annually. A City ordinance was enacted stating that all municipal fees shall be adopted and may be amended by resolution during the annual budget adoption process. Annually, all City departments review their respective fees and propose changes where they consider it necessary to keep abreast of rising administration costs. (Fees are listed in Appendix III.) A Fee Committee consisting of two City Councilors, the City Manager and a Finance Department representative then reviews the department's requests. The Fee Committee recommendation is presented to the City Council for approval through a resolution. The approved municipal fee list becomes law on the first day of the upcoming fiscal year.

ENTERPRISE FUND POLICIES FOR RATE SETTING

The City implemented in FY14 a new rate model to review annually the water and sewer rates for current as well as future years. The rate model serves as a tool to allow for long-term planning. Prudent financial planning will result in predictable and stable rate increases which will generate revenues adequate to cover operating expenses, meet the legal requirements of bond covenants and State Revolving Fund (SRF) loans, and allow adequate capital replacement as well as reserve funding of future capital needs and Federal mandates. This policy would increase or utilize net position to create a rate structure that is stable and predictable from year to

year to lessen the user rate impact due to future capital investments or unanticipated losses of revenue.

UDAG BUDGET POLICY

The City of Portsmouth Economic Development Commission (EDC) established a budget policy for the Urban Development Action Grant (UDAG) that allows expenditures based on available funding and economic development program needs.

COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR) CERTIFICATE OF ACHIEVEMENT

The City will seek annual renewal of the Government Finance Officers Association's Certificate of Achievement for Excellence in Financial Reporting. The Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting. The City has received 23 awards for the fiscal years ended June 30, 1988, 1989, and 1995-2015.

DISTINGUISHED BUDGET PRESENTATION AWARD

The City will seek annual renewal of the Government Finance Officers Association's Distinguished Budget Presentation Award. The City of Portsmouth received the GFOA's Distinguished Budget Presentation Award for 11 consecutive years; beginning July 1, 2006-2016. The Distinguished Budget Presentation Award is designed to encourage governments to prepare budget documents of the highest quality to meet the needs of decision makers and citizens. The City of Portsmouth was the first and is one of only two communities in New Hampshire to receive the award.

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Personnel Summary

EMPLOYEE PAY PLAN

The City embraces a compensation philosophy that provides internal consistency, which includes paying fair and reasonable salaries based on economic conditions and the labor market. This will attract, retain, and motivate qualified personnel to meet organizational requirements, maintain a competitive pay structure for all jobs, increase productivity and efficiency, and further organizational goals and objectives. The City also believes in balancing this with an equitably based system within the organizational pay structure. This philosophy needs to be maintained, while simultaneously being fair to the taxpayers of the community.

The City of Portsmouth has a total of sixteen (16) collective bargaining units. As of April 2017, four (4) bargaining unit contracts will expire on June 30, 2017 or before. Employees who are in the expired contracts and are eligible for a step increase will continue to receive step increases however, other wage adjustments will not be provided until new contracts are ratified.

General Government	Expires	Police	Expires	Fire	Expires	School	Expires
Professional Management Association (PMA)	6/30/2018	Ranking Officers Association	6/30/2018	Fire Officers Association	6/30/2018	Principals/Directors	6/30/2018
Supervisory Management Alliance (SMA)	6/30/2018	Portsmouth Patrolman Association	6/30/2018	FireFighter Association	6/30/2018	Association of Portsmouth's Teachers	6/30/2018
AFSCME Local 1386B Library & Clericals	6/30/2017	Civilians	6/30/2018			Clerical Employees	6/30/2018
AFSCME Local 1386 Public Works	6/30/2019					Custodial	6/30/2017
						Cafeteria	6/30/2017
						Paraprofessionals	6/30/2017
						Custodial Supervisors	6/30/2018

PERSONNEL SUMMARY

The Fiscal Year 2018 proposed budget for all funds incorporates a net increase of 10.32 full-time and a net zero change in part-time positions as described below:

General Fund - Net increase of 8.53 Full-Time positions & decrease of 1 Part-Time Position

- **City Clerk**-No change in FTE count but reduced Deputy City Clerk (1) FTE and increased Administrative Clerk (1) FTE.
- **Planning Department**-Net increase of (.08) FTE from reallocating existing Assistant City Manager position.

- **Inspection Department**-Net decrease of (1) part-time position by eliminating an Administrative Clerk position.
- **Public Works**-Net decrease of (.10) by reallocating existing Administrative Clerk and Facility Project Engineer.
- **Library**-Increase (1) FTE by adding a Librarian 1.
- **Police Department**- The Police show no change in FTE's which represents the City Manager's proposed budget. In the Police Department section of this book the Police Department displays a net increase of (3) FTE, which is the Department requested Budget. The Department has requested the following:
 - (2) FTE increase in Officers
 - (0) FTE reduce Communication Manager and increase Communication Supervisor
 - (1) FTE add Information System Support Assistant (ISSA)/Records position
- **Fire Department**- Net decrease (1) FTE by increasing Firefighter/paramedic (1) FTE and reducing Firefighter/EMT-Intermediate by (2) FTE.
- **School Department**-Net increase of 8.55 FTE:
 - FTE increase of additional teachers of 1.29
 - FTE increase of paraprofessionals by 6.26
 - FTE increase of Technology Support by 1

Water/Sewer Funds - Net increase of 1 Full-Time positions

Increase of (1) FTE each for a SCADA Tech and Water/Sewer Camera Operator and reduce Utility Mechanic (1) FTE.

Special Revenue Funds - Net increase of .8 Full-Time positions & and increase of 1 Part-Time positions

- **Parking & Transportation** - Net increase of (1) Full-time positions and 1 Part-time Positions:
 - Addition of Garage Security Guard (1) FTE.
 - Addition of 2 Part-Time Meter Enforcement positions.
 - Reduction of (1) Part-Time garage Security Guard.
- **Community Development**- Net decrease of (.43) Full-time positions by reallocating the following existing positions:
 - Assistant City Manager reduce (.15) FTE
 - Administrative Assistant reduce (.25) FTE
 - Facilities Project Manager reduce (.075) FTE
 - Controller increase (.025) FTE
 - Administrative Assistant I increase (.025) FTE
- **Prescott Park**- Net increase of (.225) Full-time positions by reallocating the following existing positions:
 - Assistant City Manager increase (.075) FTE
 - Controller increase (.15) FTE

SUMMARY OF PERSONNEL COUNTS BY DEPARTMENT AND FUNDS				
DEPARTMENT	FY 16 ACTUAL	FY 17 ACTUAL	CITY MANAGER FY18 PROPOSED BUDGET	Change From FY17
FULL-TIME PERSONNEL				
CITY MANAGER	2.00	2.00	2.00	0.00
HUMAN RESOURCES	3.00	3.00	3.00	0.00
CITY CLERK	3.00	3.00	3.00	0.00
LEGAL DEPARTMENT	5.36	5.36	5.36	0.00
FINANCE DEPARTMENT	20.00	22.08	22.08	0.00
PLANNING DEPARTMENT	8.45	8.45	8.53	0.08
INSPECTION DEPARTMENT	5.05	5.05	5.05	0.00
HEALTH DEPARTMENT	1.50	1.50	1.50	0.00
PUBLIC WORKS	56.15	55.85	55.75	(0.10)
LIBRARY	15.00	15.00	16.00	1.00
RECREATION DEPARTMENT	4.00	4.00	4.00	0.00
SENIOR SERVICES	1.00	1.00	1.00	0.00
WELFARE DEPARTMENT	1.00	1.00	1.00	0.00
POLICE DEPARTMENT	82.00	86.00	86.00	0.00
FIRE DEPARTMENT	62.00	62.00	61.00	(1.00)
SCHOOL DEPARTMENT	360.00	361.08	369.63	8.55
GENERAL FUND - FULL TIME PERSONNEL TOTAL	629.51	636.37	644.90	8.53
% Change				1.34%
PART-TIME PERSONNEL*				
HUMAN RESOURCES	2.00	2.00	2.00	0.00
LEGAL DEPARTMENT	1.00	3.00	3.00	0.00
FINANCE DEPARTMENT	2.00	2.00	2.00	0.00
INSPECTION DEPARTMENT	1.00	1.00	0.00	(1.00)
HEALTH DEPARTMENT	0.00	1.00	1.00	0.00
PUBLIC WORKS	0.25	0.25	0.25	0.00
LIBRARY	12.00	12.00	12.00	0.00
RECREATION (number of positions vary seasonally)	1.00	1.00	1.00	0.00
SENIOR SERVICES	2.00	2.00	2.00	0.00
WELFARE DEPARTMENT	1.00	1.00	1.00	0.00
POLICE DEPARTMENT	32.00	31.00	31.00	0.00
FIRE DEPARTMENT	3.00	3.00	3.00	0.00
SCHOOL DEPARTMENT	230.00	231.00	231.00	0.00
GENERAL FUND TOTAL - PART TIME PERSONNEL TOTAL	287.25	290.25	289.25	(1.00)
% Change				-0.3%
FULL-TIME PERSONNEL				
WATER AND SEWER FUND	55.60	56.50	57.50	1.00
ENTERPRISE FUNDS - WATER & SEWER FULL TIME PERSONNEL TOTAL	55.60	56.50	57.50	1.00
% Change				1.8%
PART-TIME PERSONNEL*				
WATER AND SEWER FUND	4.50	5.50	5.50	0.00
ENTERPRISE FUNDS - WATER & SEWER PART TIME PERSONNEL TOTAL	4.50	5.50	5.50	0.00
% Change				0.0%
FULL-TIME PERSONNEL				
PARKING	15.76	16.21	17.21	1.00
COMMUNITY DEVELOPMENT	1.85	1.58	1.15	(0.43)
UDAG	2.15	1.00	1.00	0.00
PRESCOTT PARK	1.20	1.20	1.43	0.23
SPECIAL FUNDS - FULL TIME PERSONNEL TOTAL	20.96	19.99	20.79	0.80
% Change				4.0%
PART-TIME PERSONNEL*				
PARKING	29.00	31.25	32.25	1.00
PRESCOTT PARK	7.00	7.00	7.00	0.00
SPECIAL FUNDS - PART TIME PERSONNEL TOTAL	36.00	38.25	39.25	1.00
% Change				2.6%
TOTAL FULL-TIME PERSONNEL	706.07	712.86	723.18	10.32
TOTAL PART-TIME PERSONNEL	327.75	334.00	334.00	-
TOTAL FULL-TIME PERSONNEL % Change				1.4%
TOTAL PART-TIME PERSONNEL % Change				0.0%

NOTE:

Part-time personnel numbers may fluctuate due to the seasonality of positions.
Part-time positions are totaled in this chart by the number of personnel and not FTE.

2017-2018 Personnel with Apportioned Salaries

The following list illustrates the positions and salaries of individuals whom are accounted for and allocated within more than one department. Each department salary sheet will list only the salary allotted by that department on their salary sheet with a reference at the bottom of the salary sheet as to the breakdown of that individual's salary breakdown.

Deputy City Manager - \$129,733

65% Planning, 10% Health Department, 5% Inspection, 10% Water, 10% Sewer

Deputy Pw Director - \$112,124

50% Water, 50% Sewer

Engineer Supervisor - \$101,781

50% Water, 50% Sewer

Assistant City Manager - \$86,116

7.5% Planning, 5% CDBG, 20% Pw, 20% Parking, 20% Water, 20% Sewer, 7.5% Prescott Park

Principal Planner Transportation - \$83,646

50% Planning, 50% Parking And Transportation

Assistant City Attorney - \$79,842

36% Legal, 36% Parking, 28% Coalition

Controller/Enterprise Accountant - \$77,962

80% Finance 15% Prescott Park 5% CDBG

Scada Manager - \$76,067

50% Water, 50% Sewer

Operations Manager - \$76,067

25% Public Works, 25% Water, 25% Sewer, 25% Parking

Assistant Engineer - \$76,067

50% Water, 50% Sewer

Environmental Planner/Sustainability Coordinator - \$75,958

30% Planning, 25% Water, 25% Sewer, 20% The Coakley Landfill Trust

Deputy Health Officer - \$74,469

40% Health, 60% Sewer

General Foreman - \$72,839

50% Water, 50% Sewer

Gis Coordinator - \$72,476

50% Water, 50% Sewer

Water Billing Foreman - \$66,557

50% Water, 50% Sewer

Payroll Coordinator/ Administrative Assistant - \$62,944

80% Finance (Funded By School), 20% Prescott Park

Public Information Officer - \$62,693

30% Water, 30% Sewer, 20% Public Works, 20% Parking

Finance Assistant - \$62,590

48% Finance, 25% Sewer, 25% Water, 2% School

Equipment Maintenance Foreman - \$62,113

30% Public Works, 30% Water, 30% Sewer, 10% Parking

Equipment Mechanic - \$52,121

30% Public Works, 30% Water, 30% Sewer, 10% Parking

Equipment Mechanic - \$49,370

30% Public Works, 30% Water, 30% Sewer, 10% Parking

Equipment Mechanic - \$49,370

30% Public Works, 30% Water, 30% Sewer, 10% Parking

Equipment Mechanic - \$49,370

30% Public Works, 30% Water, 30% Sewer, 10% Parking

Cad Tech - \$48,110

50% Water, 50% Sewer

Utility Mech - \$47,333

50% Water, 50% Sewer

Utility Mech - \$47,333

50% Water, 50% Sewer

Admin Assist I - \$46,936

25% Public Works, 25% Water, 25% Sewer, 25% Parking

Utility Mech - \$46,067

50% Water, 50% Sewer

Truck Driver I - \$45,114

30% Public Works, 30% Water, 30% Sewer, 10% Parking

Admin Clerk - \$44,923

25% Public Works, 25% Water, 25% Sewer, 25% Parking

Dispatcher - \$44,833

25% Public Works, 25% Water, 25% Sewer, 25% Parking

Inventory Technician - \$44,833

30% Public Works, 30% Water, 30% Sewer, 10% Parking

Special Project Coordinator - \$42,774

25% Public Works, 25% Water, 25% Sewer, 25% Parking

W/S Meter Reader - \$42,732

50% Water, 50% Sewer

Collections / Billing Clerk - \$40,035

50% Water, 50% Sewer

Admin Assistant I - (Part Time - 32.5 Hrs/Wk) - \$38,768

95% Finance, 5% CDBG

Secretary (Part-Time - 25Hrs/Week) - \$23,452

25% Public Works, 25% Water, 25% Sewer, 25% Parking



Budget Document

A GUIDE TO THE BUDGET DOCUMENT

The City of Portsmouth is a municipal corporation governed by a City Council, including a mayor and eight members, and an appointed City Manager. The City's financial operations are budgeted and accounted for in a number of funds. Each fund is a separate accounting entity with self-balancing accounts.

The budget process is key to the development of the City of Portsmouth's strategic fiscal plan. The budget is the single most important document the City has for establishing policies, guidelines, and control over the direction of change and for determining the future.

This budget serves six vital functions:

1. It is a *policy document*, which establishes the City's priorities for expending funds for services to be provided for the coming fiscal year.
2. It is a *financial plan* for the City for the coming fiscal year.
3. It is an *operations guide*, which establishes the activities, services and functions to be carried out by the City's departments.
4. It is an important means of *communication*, which conveys to Portsmouth residents, local businesses, as well as other parties (such as bond rating agencies and the news media) how the City is being managed.
5. It is a *historical document*, which reflects the past level of services provided by the City.
6. It is a *legal document*, which establishes the legal guidelines for spending each year.

BUDGET DOCUMENT CONTENTS

The budget document contains the following funds and activities to assist in the understanding of the City's operations.

GENERAL FUND- This fund accounts for all general operating expenditures and revenues. This is the City's largest fund. Revenues in the general fund primarily are from property taxes.

ENTERPRISE FUNDS- Enterprise funds are supported by user fees and are used to account for ongoing organizations and activities which are similar to those often found in the private sector. The City of Portsmouth maintains two enterprise funds: Water and Sewer.

SPECIAL REVENUE FUNDS- These funds account for the proceeds of specific revenue sources, such as Federal, State, and Local grants, private donations, and transfer from other funds that are restricted to expenditure for specified purposes. There are three

special revenue funds detailed in this document, which require a budget and are a part of the budget adoption process: Parking and Transportation, Community Development Block Grant (CDBG), Urban Development Action Grant Fund (UDAG) and Prescott Park.

DEBT SERVICE- This document includes an analysis of debt service for the General, Parking & Transportation, Debt Service Fund, Water, and Sewer Funds. The analysis includes: computation of legal debt margin, long-term debt forecast model, projected long-term debt service as a percentage of the general fund budget, and long-term debt outstanding balance.

CAPITAL IMPROVEMENT PLAN (CIP)- The long-term planning for major capital projects is set forth in the six-year Capital Improvement Plan and adopted by the City Council. The capital projects are funded through capital outlays, state and federal aid, revenues, public-private partnerships and bond issues. This document provides a summary of the Capital Improvement Plan in Appendix II; however, the City also publishes a more detailed long-term CIP under a separate cover as well as online. <http://planportsmouth.com/2018-2023CapitalImprovementPlan.pdf>

ROLLING STOCK PROGRAM- The Rolling Stock Program is intended to provide an overall schedule for the expenditure of City funds on replacement of vehicles and equipment necessary to carry out daily City activities. City departments with rolling stock requirements that participate in the program include the Public Works, Police, Fire, School, Parking/Transportation, Water, Sewer Departments and Prescott Park. Such a program serves to inform the City Council and the community that certain expenditures for upgrading the existing equipment are to be expected in the years ahead. The Rolling Stock Program detail is located in Appendix I of this document.

FEE SCHEDULE- A City ordinance was enacted stating that all municipal fees shall be adopted and may be amended by resolution during the annual budget adoption process. Appendix III provides a detailed list of all City fees which are reviewed every year.

BUDGETARY FUND STRUCTURE

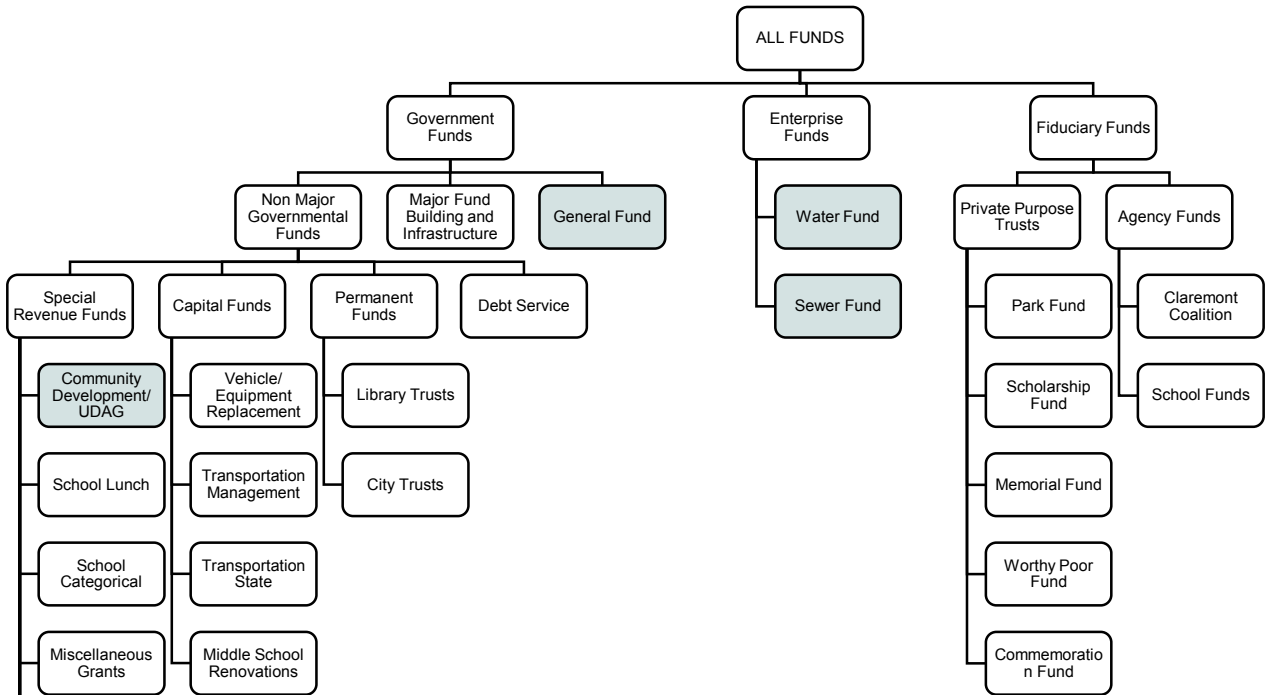
The City's budgetary fund structure (appropriated funds) which are included in this document are: the General Fund; Community Development, Parking/Transportation and Prescott Park (Special Revenue Funds); and the Water and Sewer funds (Enterprise Funds).

The fund structure in the audited financial statements include all Governmental Funds (General, Special Revenue, Capital Projects, Debt Service Fund and Permanent funds), Enterprise Funds (Water and Sewer) and Fiduciary Funds (Private Purpose Trusts and Agency Funds).

The following chart shows the City's audited fund structure and highlights the appropriated funds in this document and Department/Fund relationships.

Flow of Audited Funds

(Highlighted Funds Represented in Budget Document)



Department / Fund Relationship						
Department Expenditures Within Funds						
	Governmental Funds					
Department	General Fund	Special Revenue Funds	Capital Funds	Permanent Funds	Enterprise Funds	Fiduciary Funds
City Council	✓					✓
City Manager	✓					✓
Human Resources	✓	✓				
City Clerk	✓					
Elections	✓					
Legal	✓	✓				
Finance	✓	✓	✓			
Planning	✓	✓				
Inspection	✓					
Public Health	✓					
Public Works	✓	✓	✓		✓	
Public Library	✓	✓		✓		
Recreation	✓	✓		✓		✓
Senior Services	✓	✓				
Community Development		✓		✓		✓
Economic Development		✓				✓
Public Welfare	✓					
Outside Social Services	✓					
Emergency Management	✓		✓			
Police Department	✓	✓	✓			
Fire Department	✓	✓	✓			
School Department	✓	✓				✓

MAJOR FUND DESCRIPTIONS:

Major funds for budgetary purposes are those funds whose revenues or expenditures, excluding other financing sources and uses, constitute more than 10% of the revenues or expenditures of the appropriated budget. Currently the City has one Major Fund.

GENERAL FUND

The General Fund is a Governmental Fund. It is established to account for all resources obtained and used for those services commonly provided by cities which are not accounted for in any other fund. These services include among other items: General Government, Public Safety, Education, Public Works, Health and Human Services, and Culture and Recreation. The primary sources of revenue of the General Fund are: property taxes, unrestricted state revenue sharing grants, certain restricted grants and fees for services rendered.

NON-MAJOR FUND DESCRIPTIONS:

COMMUNITY DEVELOPMENT

The Community Development Fund is a Special Revenue Fund. It accounts for the use of Community Development Block Grant Funds as received from the Federal Government through the New Hampshire Office of State Planning. Current grants are mainly designed for City of Portsmouth economic development, housing rehabilitation, public service, and public facilities.

URBAN DEVELOPMENT ACTION GRANT (UDAG)

The UDAG Fund is a Special Revenue Fund. The City's economic development efforts are funded through funds previously repaid to the City from a federal UDAG loan.

PARKING AND TRANSPORTATION

The Parking and Transportation Fund is a Special Revenue Fund. It accounts for operations of the City's parking facility, parking enforcement, parking meter operations and parking administration funded by funds generated from these parking activities.

PRESCOTT PARK

Prescott Park is a Special Revenue Fund established in FY 18. The fund was established after adoption of the 2017 Prescott Master Plan which transfers operations of the City Park from the Trustees of Trusts to the City Manager and will account for the revenue and expenditure associated with the Park.

WATER FUND

The Water Fund is an Enterprise Fund. It accounts for the operation of a water treatment plant, City wells and water system. The activity of the fund is self-supporting based on user charges.

SEWER FUND

The Sewer Fund is an Enterprise Fund. It accounts for the operation of two sewer treatment plants, pumping stations and sewer lines. The activity of the fund is self-supporting based on user charges.

BASIS OF ACCOUNTING – BUDGETARY BASIS OF ACCOUNTING

When considering any report of financial activity, the question of which basis of accounting to use must be addressed. Basis of accounting refers to when revenues, expenditures, expenses, transfers and related assets and liabilities are recognized in the accounts and reported in the financial statement.

GASB (Government Accounting Standards Board) states that methods of local government budgetary practices are outside the scope of financial reporting standards and therefore, do not prescribe a basis of accounting for use in budgetary reporting. The City of Portsmouth, in most cases, uses the same basis of accounting when preparing both the financial statements and annual budgets.

For Governmental Funds, the City of Portsmouth prepares its budgets using a modified accrual basis, which means the accrual basis with modifications; it emphasizes on sources and uses of current financial resources. Governmental Funds generally account only for current expendable available resources, so only those transactions classified as “current” (that is, affecting the current flow of revenues and expenditures) are recorded.

For Enterprise Funds, the City of Portsmouth prepares its budgets using the accrual basis, which results in an accounting measure that records the substances of transactions or events, not merely cash inflows or outflows. It recognizes non-cash transactions at the time they occur, taking into account not only accruals, but also deferrals, allocations and amortizations.

The Comprehensive Annual Financial Report (CAFR) displays the status of the City’s finances on the basis of “generally accepted accounting principles” (GAAP). The City in most cases, conforms to GAAP in references to the fund based financial statements, when preparing its budget. Exceptions are as follow:

1. In the General Fund, a full accrual of the amount anticipated to be billed is recorded rather than adjusted for the 60-day rule, receipt of prior fiscal year tax payments and adjustments for abatements.
2. Compensated absences are accrued as earned by employees using GAAP and recorded as expenditures as used in the budget.
3. Use of unassigned fund balance, committed fund balance and unrestricted net position are recorded as revenue in the budget with the exception of the Combined Statement of Revenues and Expenditures and Changes in Unassigned Fund Balance and Unrestricted Net Position.
4. Transfers in and out are recorded as revenue and expenditures in the budget.

THE BUDGET PROCESS

The City annually initiates a lengthy and extensive budget-setting process following the requirements of the City Charter beginning in the fall and continuing with the final review and adoption by the City Council by June 30th. The City will adopt a balanced budget, by fund, for all funds maintained by the City, in which total anticipated revenues will equal budgeted expenditures for each fund.

There are two components to the annual budget process: Capital Improvement Program and the Operating/Non-Operating budget process.

CAPITAL IMPROVEMENT PROGRAM PROCESS

The Capital Improvement Plan (CIP) is prepared by the Planning Board according to State statute. The intent of the CIP is to classify capital projects according to their priority and need, and schedule those improvements over a six-year time horizon. The Capital Improvement Plan process begins in the fall when each department is required to evaluate its six-year capital needs and submit proposed capital projects to the Planning Board. These requests are reviewed and adopted by the Planning Board prior to submission to the City Manager. The City Manager prepares and submits the six-year CIP to the City Council three months prior to the final budget submission. The City Council holds a public hearing on the CIP and adopts the plan. The capital costs shown in year one of the CIP is the only impact to the proposed budget and may be revised by the City Council during the budget approval process.

OPERATING/NON-OPERATING BUDGET PROCESS

The City Manager initiates the budget process with City departments and provides guidelines for budget preparation. Each department submits its estimates of revenues and expenditures to the City Manager for review by mid-February. Prior to this date, the Police Commission, Fire Commission and School Board each hold public hearings.

The City Manager meets with every department and reviews the budget requests in detail and makes final decisions regarding the proposed budget. The City Manager, per the City Charter, recommends a proposed budget to the City Council. This must occur at least 45 days before the start of the fiscal year.

The City Council then holds a series of work sessions and a public hearing so the public may comment on the budget. The City Council must adopt the submitted budget by June 30th. If the City Council takes no action on or prior to June 30th, the budget submitted by the City Manager is deemed to have been adopted by the City Council per the City Charter.

Once the budget is adopted, no appropriations shall be made for any purpose not included in the annual budget as adopted unless voted by a two-thirds majority of the City Council after a public hearing is held to discuss said appropriation.

FY 2018 BUDGET SCHEDULE

September 2016

15 Thursday 7:00 PM Planning Board Meeting - Presentation on CIP Process and Schedule

October 2016

14 Friday Citizen Submission Deadline for CIP Projects

November 2016

17 Thursday 6:30PM Planning Board Public Information Meeting on CIP

30 Wednesday 8:00 AM Joint Budget Committee Meeting #1

December 2016

14 Wednesday 8:00 AM Joint Budget Committee Meeting #2

January 2017

9 Monday 6:15 PM **City Council Work Session - Discussion of Budget Guidelines**

City Council Meeting - Establish Budget Guidelines

19 Thursday 7:00 PM Planning Board Meeting - Adoption of the CIP - *CIP Presentation*

February 2017

7 Tuesday 7:00 PM * Fire Department Public Hearing on the proposed budget

13 Monday 6:30PM **City Council Work Session on CIP - CIP Presentation**

14 Tuesday 7:00 PM School Board Public Hearing #1 on the proposed budget

21 Tuesday 7:00 PM **City Council Meeting- Public Hearing on the CIP - No presentation**

- See presentation recorded from the February 13th City Council Work Session

22 Wednesday 7:00 PM Police Commission Public Hearing on the proposed budget

March 2017

6 Monday 7:00 PM **City Council - Adoption of the CIP**

7 Tuesday 7:00 PM School Board Public Hearing #2 on the proposed budget

April 2017

28 Friday Proposed Budget document to be submitted to the City Council

May 2017

6 Saturday 8:00 AM ** **City Council Work Session (All Day)**
General Government, Police, Fire and School Presentations

10 Wednesday 6:30 PM **City Council Meeting - Public Hearing on Budget**

17 Wednesday 6:30 PM **City Council Work Session - Water and Sewer Proposed Budget**

22 Monday 6:30 PM **City Council Work Session - Budget Review**

31 Wednesday 6:30 PM **City Council Work Session - Budget Review (if necessary)**

June 2017

5 Monday 7:00 PM **City Council Meeting - Adoption of Budget**

All Meetings, Work Sessions, and Public Hearings will be held in the Eileen Dondero Foley Council Chambers and will be televised with the exception of the following:

* Fire Station 2 (3010 Lafayette Road)

** Levenson Room, Portsmouth Public Library (175 Parrott Ave)

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Fund Summaries

Calculation of Property Tax Rate

Preparation of the annual General Fund budget includes a calculation of the estimated property tax rate or *Ad Valorem*, which is a tax levied in proportion to the value of property.

The *property tax levy* is the difference between the gross appropriations and estimated revenues. The tax rate proposed is calculated using estimated Assessed Valuations, State revenues, and County tax obligations. The official tax rate is set by the New Hampshire Department of Revenue Administration in October once these estimates are finalized.

For FY18, there are two estimated tax rates provided using: (*see following pages*)

1. Department requested budget, and
2. City Manager's recommended budget.

Expenditures by Funds and Departments

List of expenditures by Funds and Departments for the FY16 budget and actual, FY17 budget, and the FY18 City Manger's recommended budget, as well as the dollar and percent change over FY17.

Combined Statement of Revenues and Expenditures and Changes in Unassigned Fund Balance and Unrestricted Net Position

Provides a projection of Unassigned Fund Balance and Unrestricted Net Position for the General, Special Revenue, Water, and Sewer Funds presented in this budget document.

TAX CALCULATION SHEET - GENERAL FUND BUDGET FY18

**TAX CALCULATION WITH
DEPARTMENT REQUESTED BUDGET**

	FY16 BUDGET	FY17 BUDGET	FY18 Department Request	% CHANGE FROM FY17	\$\$ CHANGE FROM FY17
OPERATING BUDGET					
General Government	17,667,069	18,210,245	18,808,621	3.29%	598,376
Police	9,617,688	10,382,847	10,983,613	5.79%	600,766
Fire	7,997,067	8,340,898	8,762,022	5.05%	421,124
School	43,382,210	44,684,084	46,471,405	4.00%	1,787,321
Collective Bargaining	311,151	0	100,000		100,000
Transfer to Indoor Pool	150,000	150,000	150,000	0.00%	0
Transfer to Prescott Park	0	0	30,479		30,479
Total Operating Budget	79,125,185	81,768,074	85,306,140	4.33%	3,538,066
NON-OPERATING EXPENSE					
Debt Related Costs/TANS	275,000	275,000	275,000	0.00%	0
Debt Service Payments	11,756,625	12,595,810	13,085,154	3.88%	489,344
Overlay	950,000	950,000	1,000,000	5.26%	50,000
Property & Liability Ins	321,000	341,000	363,376	6.56%	22,376
County	5,002,383	5,277,514	5,466,000	3.57%	188,486
Contingency	250,000	250,000	300,000	20.00%	50,000
Rolling Stock	809,860	956,165	886,000	-7.34%	(70,165)
IT Equipment Replacement	414,700	406,000	715,158	76.15%	309,158
Capital Outlay	1,765,000	2,000,000	2,140,000	7.00%	140,000
Middle School/Banfield Road Purchase	650,000	400,000	0	-100.00%	(400,000)
Foundation Seacoast Health Land	0	1,850,000	0	-100.00%	(1,850,000)
Other General Non-Operating	376,449	393,280	491,317	24.93%	98,037
Total Non-Operating Budget	22,571,017	25,694,769	24,722,005	-3.79%	(972,764)
Total Gross Budget	101,696,202	107,462,843	110,028,145	2.39%	2,565,302
REVENUES					
Municipal	12,280,240	13,125,575	13,879,982	5.75%	754,407
School	5,790,750	5,986,250	6,369,332	6.40%	383,082
State Revenues	1,433,427	1,489,418	1,576,077	5.82%	86,659
State Revenues-School Building Aid	1,836,305	1,836,305	1,836,305	0.00%	0
<i>Use of Fund Balance: Unassigned</i>					
Supplemental Appropriation	650,000	665,800	0		(665,800)
Budget Process	0	250,000	0	-100.00%	(250,000)
<i>Use of Fund Balance: Committed</i>					
Property Appraisal	73,500	73,500	150,000	104.08%	76,500
Debt Service Reserve	1,500,000	1,700,000	1,700,000	0.00%	0
Supplemental Appropriation	0	1,850,000	0	-100.00%	(1,850,000)
Total	23,564,222	26,976,848	25,511,696	-5.43%	(1,465,152)
BUDGETED PROPERTY TAX LEVY	78,131,980	80,485,995	84,516,449	5.01%	4,030,454
War Service Credits	522,000	480,500	500,000	4.06%	19,500
Adequate Education Formula	(10,484,350)	(11,070,907)	(11,178,117)	0.97%	(107,210)
State Education Tax	10,484,350	11,070,907	11,178,117	0.97%	107,210
ASSESSED VALUATION WITH UTILITIES	4,727,842,643	4,771,704,551	4,806,704,551	0.73%	35,000,000
ASSESSED VALUATION NO UTILITIES	4,535,259,027	4,586,279,780	4,621,279,780	0.76%	35,000,000
MUNICIPAL & SCHOOL TAX RATE	13.40	13.54	14.23	5.06%	0.69
COUNTY TAX RATE	1.08	1.09	1.14	4.59%	0.05
STATE EDUCATION TAX RATE	2.31	2.41	2.42	0.42%	0.01
COMBINED TAX RATE	16.79	17.04	17.79	4.38%	0.75

**TAX CALCULATION WITH CITY MANAGER
RECOMMENDED BUDGET**

	FY16 BUDGET	FY17 BUDGET	FY18 City Manager Recommended	% CHANGE FROM FY17	\$\$ CHANGE FROM FY17
OPERATING BUDGET					
General Government	17,667,069	18,210,245	18,808,621	3.29%	598,376
Police	9,617,688	10,382,847	10,798,161	4.00%	415,314
Fire	7,997,067	8,340,898	8,674,534	4.00%	333,636
School	43,382,210	44,684,084	46,471,405	4.00%	1,787,321
Collective Bargaining	311,151	0	100,000		100,000
Transfer to Indoor Pool	150,000	150,000	150,000	0.00%	0
Transfer to Prescott Park	0	0	30,479		30,479
Total Operating Budget	79,125,185	81,768,074	85,033,200	3.99%	3,265,126
NON-OPERATING EXPENSE					
Debt Related Costs/TANS	275,000	275,000	275,000	0.00%	0
Debt Service Payments	11,756,625	12,595,810	13,085,154	3.88%	489,344
Overlay	950,000	950,000	1,000,000	5.26%	50,000
Property & Liability Ins	321,000	341,000	363,376	6.56%	22,376
County	5,002,383	5,277,514	5,466,000	3.57%	188,486
Contingency	250,000	250,000	300,000	20.00%	50,000
Rolling Stock	809,860	956,165	886,000	-7.34%	(70,165)
IT Equipment Replacement	414,700	406,000	715,158	76.15%	309,158
Capital Outlay	1,765,000	2,000,000	2,140,000	7.00%	140,000
Middle School/Banfield Road Purchase	650,000	400,000	0	-100.00%	(400,000)
Foundation Seacoast Health Land	0	1,850,000	0		(1,850,000)
Other General Non-Operating	376,449	393,280	491,317	24.93%	98,037
Total Non-Operating Budget	22,571,017	25,694,769	24,722,005	-3.79%	(972,764)
Total Gross Budget	101,696,202	107,462,843	109,755,205	2.13%	2,292,362
REVENUES					
Municipal	12,280,240	13,125,575	13,879,982	5.75%	754,407
School	5,790,750	5,986,250	6,369,332	6.40%	383,082
State Revenues	1,433,427	1,489,418	1,576,077	5.82%	86,659
State Revenues-School Building Aid	1,836,305	1,836,305	1,836,305	0.00%	0
<i>Use of Fund Balance: Unassigned</i>					
Supplemental Appropriation	650,000	665,800	0		(665,800)
Budget Process	0	250,000	0		(250,000)
<i>Use of Fund Balance: Committed</i>					
Property Appraisal	73,500	73,500	150,000	104.08%	76,500
Debt Service Reserve	1,500,000	1,700,000	1,700,000	0.00%	0
Supplemental Appropriation	0	1,850,000	0		(1,850,000)
Total	23,564,222	26,976,848	25,511,696	-5.43%	(1,465,152)
BUDGETED PROPERTY TAX LEVY	78,131,980	80,485,995	84,243,509	4.67%	3,757,514
War Service Credits	522,000	480,500	500,000	4.06%	19,500
Adequate Education Formula	(10,484,350)	(11,070,907)	(11,178,117)	0.97%	(107,210)
State Education Tax	10,484,350	11,070,907	11,178,117	0.97%	107,210
ASSESSED VALUATION WITH UTILITIES	4,727,842,643	4,771,704,551	4,806,704,551	0.73%	35,000,000
ASSESSED VALUATION NO UTILITIES	4,535,259,027	4,586,279,780	4,621,279,780	0.76%	35,000,000
MUNICIPAL & SCHOOL TAX RATE	13.40	13.54	14.16	4.61%	0.62
COUNTY TAX RATE	1.08	1.09	1.14	4.59%	0.05
STATE EDUCATION TAX RATE	2.31	2.41	2.42	0.24%	0.01
COMBINED TAX RATE	16.79	17.04	17.72	3.99%	0.68

EXPENDITURES BY FUNDS AND DEPARTMENTS

	FY16 BUDGET	FY16 ACTUAL	FY17 BUDGET	FY18 CITY MANAGER RECOMMENDED	\$\$ CHANGE	% CHANGE
GENERAL FUND						
GENERAL FUND OPERATING BUDGET						
GENERAL GOVERNMENT						
GENERAL ADMINISTRATION						
City Council	32,136	27,862	33,536	33,536	0	0.00%
City Manager	319,799	319,099	346,852	355,805	8,953	2.58%
Human Resources	2,509,020	2,482,784	533,846	544,696	10,850	2.03%
City Clerk	246,644	246,623	254,051	251,807	(2,244)	-0.88%
Elections	67,013	52,166	63,213	61,213	(2,000)	-3.16%
Legal	552,737	545,613	597,360	621,254	23,894	4.00%
Finance	2,115,678	2,040,789	4,266,105	4,436,248	170,143	3.99%
OTHER GENERAL GOVERNMENT						
General Administration	1,005,402	914,906	979,878	967,439	(12,439)	-1.27%
REGULATORY SERVICES						
Planning	764,411	764,408	785,585	819,893	34,308	4.37%
Inspections	455,696	453,416	449,957	480,102	30,145	6.70%
Health	157,304	157,300	198,536	205,771	7,235	3.64%
PUBLIC WORKS	6,237,609	6,136,264	6,427,261	6,634,940	207,679	3.23%
COMMUNITY SERVICES						
Public Library	1,720,836	1,698,979	1,776,114	1,847,130	71,016	4.00%
Recreation	825,384	790,429	846,443	870,554	24,111	2.85%
Senior Services	141,701	139,844	155,063	158,757	3,694	2.38%
Public Welfare	353,968	282,083	330,068	339,410	9,342	2.83%
Outside Social Services	149,894	150,074	154,540	168,052	13,512	8.74%
EMERGENCY MANAGEMENT	11,837	11,010	11,837	12,014	177	1.50%
TOTAL GENERAL GOVERNMENT	17,667,069	17,213,648	18,210,245	18,808,621	598,376	3.29%
Police Department	9,617,688	9,518,936	10,382,847	10,798,161	415,314	4.00%
Fire Department	7,997,067	7,949,420	8,340,898	8,674,534	333,636	4.00%
School Department	43,382,210	43,382,021	44,684,084	46,471,405	1,787,321	4.00%
TOTAL POLICE, FIRE, SCHOOL	60,996,965	60,850,377	63,407,829	65,944,100	2,536,271	4.00%
COLLECTIVE BARGAINING CONTINGENCY	311,151	120,000	0	100,000	100,000	
TRANSFER TO INDOOR POOL	150,000	150,000	150,000	150,000	0	0.00%
TRANSFER TO PRESCOTT PARK	0	0	0	30,479	30,479	
TOTAL OPERATING	79,125,185	78,334,025	81,768,074	85,033,200	3,265,126	3.99%
GENERAL FUND NON-OPERATING BUDGET						
Debt Related Expenses	275,000	82,343	275,000	275,000	0	0.00%
Debt Service	11,756,625	11,489,591	12,595,810	13,085,154	489,344	3.88%
Overlay	950,000	950,000	950,000	1,000,000	50,000	5.26%
Property & Liability	321,000	321,000	341,000	363,376	22,376	6.56%
County Tax	5,002,383	5,100,511	5,277,514	5,466,000	188,486	3.57%
Contingency	250,000	250,000	250,000	300,000	50,000	20.00%
Rolling Stock	809,860	809,860	956,165	886,000	(70,165)	-7.34%
IT Equipment Replacement	414,700	414,700	406,000	715,158	309,158	76.15%
Capital Outlay	1,765,000	1,765,000	2,000,000	2,140,000	140,000	7.00%
Use of Unassigned Fund Balance - Middle School	650,000	650,000	400,000	0	(400,000)	-100.00%
Use of Bond Premium - City Hall	0	0	1,850,000	0	(1,850,000)	-100.00%
Other General Non-Operating	376,449	375,502	393,280	491,317	98,037	24.93%
TOTAL NON-OPERATING	22,571,017	22,208,507	25,694,769	24,722,005	(972,764)	-3.79%
TOTAL GENERAL FUND	101,696,202	100,542,531	107,462,843	109,755,205	2,292,362	2.13%

Title	FY16 BUDGET	FY16 ACTUAL	FY17 BUDGET	FY18 CITY MANAGER RECOMMENDED	CITY MANAGER \$\$ CHANGE	CITY MANAGER % CHANGE
ENTERPRISE FUNDS						
WATER DIVISION						
Administration						
Administration	1,902,346	1,792,319	1,964,600	1,995,143	30,543	1.55%
Engineering	316,604	320,939	321,383	334,910	13,527	4.21%
Collective Bargaining Contingency	24,255	0	7,436	2,600	(4,836)	-65.03%
Depreciation	1,676,000	1,577,929	1,700,000	1,780,000	80,000	4.71%
Interest on Debt	1,096,925	1,394,706	1,155,219	1,048,660	(106,559)	-9.22%
sub-total	5,016,130	5,085,894	5,148,638	5,161,313	12,675	0.25%
Water Supply and Treatment						
Treatment Plant	1,522,335	1,235,808	1,475,310	1,433,388	(41,922)	-2.84%
Laboratory	122,531	124,629	125,180	129,877	4,697	3.75%
Wells	160,358	187,972	156,500	163,626	7,126	4.55%
Storage Tanks	20,308	17,691	16,700	18,750	2,050	12.28%
Booster Stations	101,310	68,047	88,000	88,500	500	0.57%
sub-total	1,926,842	1,634,147	1,861,690	1,834,141	(27,549)	-1.48%
Water Distribution						
Administration	307,833	375,864	338,097	292,829	(45,268)	-13.39%
Cross Connection	31,154	28,529	32,879	30,922	(1,957)	-5.95%
Mains	248,908	302,129	255,308	344,344	89,036	34.87%
Services	106,795	133,651	110,363	142,712	32,349	29.31%
Hydrants	104,215	72,788	153,217	125,984	(27,233)	-17.77%
Meters	189,395	196,578	194,969	188,950	(6,019)	-3.09%
sub-total	988,300	1,109,539	1,084,833	1,125,741	40,908	3.77%
Total Water Division	7,931,272	7,829,579	8,095,161	8,121,195	26,034	0.32%
SEWER DIVISION						
Administration						
Administration	2,118,772	1,959,647	1,966,256	2,328,550	362,294	18.43%
Engineering	385,759	464,085	404,328	651,989	247,661	61.25%
Collective Bargaining Contingency	27,255	0	5,648	3,400	(2,248)	-39.80%
Depreciation	2,100,000	1,879,974	2,000,000	2,010,000	10,000	0.50%
Interest on Debt	2,017,555	1,542,217	2,051,697	2,035,122	(16,575)	-0.81%
sub-total	6,649,341	5,845,923	6,427,929	7,029,061	601,132	9.35%
Wastewater Treatment						
Treatment Plant	2,505,508	2,392,515	2,183,292	2,397,408	214,116	9.81%
Laboratory	239,719	233,684	253,192	83,000	(170,192)	-67.22%
Lift Stations	632,953	676,610	550,725	715,717	164,992	29.96%
sub-total	3,378,180	3,302,808	2,987,209	3,196,125	208,916	6.99%
Wastewater Collection						
Administration	345,917	346,648	369,225	354,134	(15,091)	-4.09%
Force Main	239,157	251,315	258,387	363,370	104,983	40.63%
Interceptor	34,111	12,009	34,522	0	(34,522)	-100.00%
Laterals	217,362	177,156	221,468	250,956	29,488	13.31%
Meters	0	0	0	0	0	
sub-total	836,547	787,128	883,602	968,460	84,858	9.60%
Total Sewer Division	10,864,068	9,935,860	10,298,740	11,193,646	894,906	8.69%
TOTAL ENTERPRISE FUNDS	18,795,340	17,765,439	18,393,901	19,314,841	920,940	5.01%

Title	FY16 BUDGET	FY16 ACTUAL	FY17 BUDGET	FY18 CITY MANAGER RECOMMENDED	CITY MANAGER \$\$ CHANGE	CITY MANAGER % CHANGE
SPECIAL REVENUE FUNDS						
PARKING AND TRANSPORTATION						
Parking Administration	711,376	873,027	862,998	983,914	120,916	14.01%
Parking Garage	505,570	504,047	596,492	611,294	14,802	2.48%
Parking Enforcement	372,904	322,061	483,424	511,631	28,207	5.83%
Parking Meter Operations	180,512	110,927	191,859	206,454	14,595	7.61%
Parking Collection	199,501	186,807	214,162	218,349	4,187	1.96%
Public Transportation	503,800	481,199	419,335	542,407	123,072	29.35%
Snow Removal	250,000	250,000	250,000	250,000	0	0.00%
Debt Service	150,000	16,322	169,925	774,146	604,221	355.58%
Contingency	0	0	0	470,000	470,000	
Capital	1,122,000	1,122,000	555,000	635,000	80,000	14.41%
Total Parking & Transportation	3,995,663	3,866,390	3,743,195	5,203,195	1,460,000	39.00%
COMMUNITY DEVELOPMENT						
Administration	110,463	116,814	103,307	102,729	(578)	-0.56%
Housing Rehab	82,778	77,677	51,082	0	(51,082)	-100.00%
PEDLP	1,600	1,600	1,600	1,600	0	0.00%
Total CDBG	194,841	196,090	155,989	104,329	(51,660)	-33.12%
ECONOMIC DEVELOPMENT-UDAG						
	334,758	271,632	313,397	333,819	20,422	6.52%
PRESCOTT PARK						
	0	0		267,552	267,552	#DIV/0!
TOTAL SPECIAL REVENUE FUNDS	4,525,262	4,334,112	4,212,581	5,908,895	1,696,314	40.27%
TOTAL APPROPRIATED FUNDS	125,016,804	122,642,082	130,069,325	134,978,941	4,909,616	3.77%

City of Portsmouth
 Combined Statement of Revenues and Expenditures and Changes in
 Unassigned Fund Balance and Unrestricted Net Position
 Governmental Funds and Enterprise Funds as Presented in the Budget Document
 Fiscal Year 2018 (Note: Beginning Unassigned Fund Balances/Net Position are estimated)
 (For Budgetary Purposes Only)

	Governmental Funds		Enterprise Funds		Total	% of Appropriated Funds
	General Fund	Special Revenue Funds*	Water Fund**	Sewer Fund**		
Revenues						
Local Fees, Licenses, Permits	1,167,000	28,300			1,195,300	0.84%
Other Local Sources	9,815,677	1,000			9,816,677	6.90%
Parking Revenues	2,412,305	5,203,195			7,615,500	5.35%
Interest & Penalties	485,000	18,000			503,000	0.35%
School Revenues	6,369,332				6,369,332	4.48%
State/Federal Revenues	3,412,382	104,329			3,516,711	2.47%
Fund Transfers		238,252			238,252	0.17%
Use of Reserves	1,850,000				1,850,000	1.30%
Property Tax	84,243,509				84,243,509	59.20%
Enterprise Fund Revenues			10,088,225	16,860,946	26,949,171	18.94%
Total Revenues	109,755,205	5,593,076	10,088,225	16,860,946	142,297,452	
Expenditures						
City Council	33,536				33,536	0.02%
City Manager	355,805				355,805	0.25%
Human Resources	544,696				544,696	0.39%
City Clerk	251,807				251,807	0.18%
Elections	61,213				61,213	0.04%
Legal	621,254				621,254	0.44%
Finance	4,436,248				4,436,248	3.15%
General Administrative/Coll Bargaining	967,439				967,439	0.69%
Planning	819,893				819,893	0.58%
Inspection	480,102				480,102	0.34%
Public Health	205,771				205,771	0.15%
Public Works	6,634,940	5,470,747	9,923,225	15,222,638	37,251,550	26.46%
Public Library	1,847,130				1,847,130	1.31%
Recreation	870,554				870,554	0.62%
Senior Services	158,757				158,757	0.11%
Community Development		104,329			104,329	0.07%
Economic Development		333,819			333,819	0.24%
Public Welfare	339,410				339,410	0.24%
Outside Social Services	168,052				168,052	0.12%
Emergency Management	12,014				12,014	0.01%
Police Department	10,798,161				10,798,161	7.67%
Fire Department	8,674,534				8,674,534	6.16%
School Department	46,471,405				46,471,405	33.00%
Collective Bargaining	100,000				100,000	0.07%
Indoor Pool	150,000				150,000	0.11%
Prescott Park	30,479				30,479	0.02%
Non-Operating	24,722,005				24,722,005	17.56%
Total Expenditures	109,755,205	5,908,895	9,923,225	15,222,638	140,809,963	
FY 18 Net Increase (Decrease) in Unassigned Fund Balance/ Unrestricted Net Position	-	(315,819)	165,000	1,638,308	1,487,489	
Estimated:						
Unassigned/Unrestricted Net Position Fund Balance - Beginning FY 18	13,158,178	5,142,180	8,639,905	23,171,985	50,112,248	
Fund Balance - Ending FY 18	13,158,178	4,826,361	8,804,905	24,810,293	51,599,737	
*Note: Special Revenue Fund Balances are Restricted not Unassigned						
**For this presentation Water and Sewer are displayed on a cash basis for Revenues and Expenditures						

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**CITY OF PORTSMOUTH
GENERAL FUND
COMPARISON BUDGETED, ACTUAL AND ESTIMATED REVENUES
FOR FISCAL YEARS 2016-2018**

	ESTIMATED REVENUES FY 16	ACTUAL REVENUES FY 16	ESTIMATED REVENUES FY 17	ESTIMATED REVENUES FY 18	%% CHANGE	\$\$ CHANGE
Local Fees, Licenses, Permits						
Other Fees	11,000	8,381	11,000	11,000	0.0%	-
Other Licenses	36,000	32,620	36,000	36,000	0.0%	-
Planning Board	65,000	60,479	65,000	65,000	0.0%	-
Board of Adjustments	42,000	60,760	42,000	42,000	0.0%	-
Site Review	40,000	28,106	40,000	40,000	0.0%	-
Building Permits-Portsmouth	250,000	404,419	275,000	300,000	9.1%	25,000
Building Permits-Pease	40,000	202,850	45,000	45,000	0.0%	-
Electrical Permits-Portsmouth	70,000	90,105	75,000	80,000	6.7%	5,000
Electrical Permits-Pease	15,000	72,936	15,000	15,000	0.0%	-
Plumbing Permits-Portsmouth	80,000	167,695	90,000	100,000	11.1%	10,000
Plumbing Permits-Pease	20,000	116,403	20,000	20,000	0.0%	-
Sign Permits	6,000	5,695	6,000	6,000	0.0%	-
Police Alarms	25,000	26,950	25,000	25,000	0.0%	-
Burning Permits	750	1,520	1,000	1,000	0.0%	-
Excavation Permit	30,000	36,035	35,000	35,000	0.0%	-
Flagging Permit	10,000	7,135	11,000	11,000	0.0%	-
Solid Waste	30,000	31,701	30,000	30,000	0.0%	-
Outdoor Pool	25,000	32,801	25,000	25,000	0.0%	-
Recreation Department	190,000	256,770	200,000	200,000	0.0%	-
Boat Ramp Fees	10,000	9,710	10,000	10,000	0.0%	-
Food Permits	60,000	82,810	70,000	70,000	0.0%	-
Total Local Fees, Licenses and Permits	1,055,750	1,735,881	1,127,000	1,167,000	3.5%	40,000
Other Local Sources						
Timber Tax	500	65	500	500	0.0%	-
Payments in Lieu of Taxes	88,500	119,625	100,000	100,000	0.0%	-
Municipal Agent Fees	63,000	70,399	65,000	65,000	0.0%	-
Motor Vehicle Permits	3,600,000	4,228,012	3,850,000	4,140,000	7.5%	290,000
Title Applications	9,000	9,480	9,000	9,000	0.0%	-
Boat Registrations	2,500	14,917	5,000	10,000	100.0%	5,000
PDA Airport District	2,200,000	2,562,731	2,600,000	2,750,000	5.8%	150,000
Water/Sewer Overhead	1,104,652	1,104,652	1,142,454	1,160,462	1.6%	18,008
Sale of Municipal Property	5,000	26,107	5,000	5,000	0.0%	-
Misc Revenue	90,000	47,521	90,000	80,000	-11.1%	(10,000)
Bond Premium	-	1,540,767	-	-	0.0%	-
Transfers from Other Funds	-	-	-	-	0.0%	-
Dog Licenses	11,000	20,489	12,000	15,000	25.0%	3,000
Marriage Licenses	2,200	2,380	2,200	2,200	0.0%	-
Certificates-Birth and Death-Marriage	17,000	30,117	20,000	21,000	5.0%	1,000
Rental of City Property	26,581	64,231	56,000	56,000	0.0%	-
Rental City Hall Complex	56,752	33,867	33,616	21,515	-36.0%	(12,101)
Cable Franchise Fee	360,000	360,000	360,000	360,000	0.0%	-
Hand Gun Permits	500	1,810	500	-	-100.0%	(500)
Police Outside Detail	120,000	177,384	125,000	125,000	0.0%	-
Fire Alarms	60,000	60,243	60,000	60,000	0.0%	-
Ambulance Fees-Portsmouth	680,000	882,710	720,000	820,000	13.9%	100,000
Welfare Dept Reimbursements	15,000	18,995	15,000	15,000	0.0%	-
Total Other Local Sources	8,512,185	11,376,502	9,271,270	9,815,677	5.9%	544,407
Parking Revenues						
Parking Meter Fees	1,765,500	2,332,846	2,155,000	2,955,000	37.1%	800,000
Parking Metered Space Rental	50,000	130,575	90,000	80,000	-11.1%	(10,000)
Parking Meter-In Dash	50,000	97,247	85,000	95,000	11.8%	10,000
Parking Garage Revenue	1,850,000	2,084,032	2,025,000	2,400,000	18.5%	375,000
Garage Space Passes	1,000,000	1,080,605	1,050,000	1,350,000	28.6%	300,000
Vaughan St Parking Lot	15,000	17,500	15,000	-	-100.0%	(15,000)
Parking Validation	10,000	11,150	-	-	0.0%	-
Pass Reinstatement	2,000	2,955	2,500	2,500	0.0%	-
Parking Violations	700,000	766,577	715,000	715,000	0.0%	-
Immobilization Administration Fee	12,000	22,885	15,000	15,000	0.0%	-
Summons Admin Fee	5,000	200	3,000	3,000	0.0%	-
Total Parking Revenues	5,459,500	6,546,572	6,155,500	7,615,500	23.7%	1,460,000
Transfer to Parking and Transportation	(3,047,195)	(4,134,267)	(3,743,195)	(5,203,195)	39.0%	(1,460,000)
General Fund Parking Revenues	2,412,305	2,412,305	2,412,305	2,412,305	0.00%	-
Interest & Penalties						
Interest on Taxes	250,000	208,972	230,000	200,000	-13.0%	(30,000)
Interest on Investments	50,000	120,314	85,000	285,000	235.3%	200,000
Total Interest & Penalties	300,000	329,286	315,000	485,000	54.0%	170,000

CITY OF PORTSMOUTH
GENERAL FUND
COMPARISON BUDGETED, ACTUAL AND ESTIMATED REVENUES
FOR FISCAL YEARS 2016-2018

	ESTIMATED REVENUES FY 16	ACTUAL REVENUES FY 16	ESTIMATED REVENUES FY 17	ESTIMATED REVENUES FY 18	%% CHANGE	\$\$ CHANGE
School Revenues						
Tuition	5,779,500	6,244,949	5,975,000	6,356,282	6.4%	381,282
Other Sources	11,250	20,527	11,250	13,050	16.0%	1,800
Total School Revenues	5,790,750	6,265,476	5,986,250	6,369,332	6.4%	383,082
State Revenues						
Shared Rev Block Grant	-	-	-	-	0.0%	-
Rooms and Meals Tax	1,025,926	1,032,133	1,032,926	1,111,000	7.6%	78,074
Highway Block Grant	367,405	427,440	417,405	427,000	2.3%	9,595
State Aid-Land Fill	40,096	40,096	39,087	38,077	-2.6%	(1,010)
Impact Aid	-	-	-	-	0.0%	-
Bonded Debt-High School	1,016,222	1,016,222	1,016,222	1,016,222	0.0%	-
Bonded Debt-Middle School	820,083	800,554	820,083	820,083	0.0%	-
Total State Revenues	3,269,732	3,316,445	3,325,723	3,412,382	2.6%	86,659
Use of Unassigned Fund Balance-Budgetary Process			250,000	-	0.0%	(250,000)
Use of Unassigned Fund Balance - Contractual Obligation Supplemental			265,800	-	0.0%	(265,800)
Use of Unassigned Fund Balance-Middle School Upgrades	650,000	650,000	-	-	-	-
Use of Unassigned Fund Balance-Purchase Property 850 Banfield			400,000	-	-100.0%	(400,000)
Use of Bond Premium - Purchase Foundation Seacoast Health Property			1,850,000	-	0.0%	(1,850,000)
Use of Reserve for Property Appraisal	73,500	73,500	73,500	150,000	104.1%	76,500
Use of Reserve for Debt	1,500,000	1,500,000	1,700,000	1,700,000	0.0%	-
Budgeted Property Tax Levy	78,131,980	78,494,012	80,485,995	84,243,509	4.7%	3,757,514
Total General Fund Revenues	101,696,202	106,153,407	107,462,843	109,755,205	2.1%	2,292,362

GENERAL FUND REVENUE SUMMARY

Municipal	12,280,240	15,853,974	13,125,575	13,879,982	5.7%	754,407
School Revenues	5,790,750	6,265,476	5,986,250	6,369,332	6.4%	383,082
State Revenues	3,269,732	3,316,445	3,325,723	3,412,382	2.6%	86,659
Use of Unassigned Fund Balance-Budgetary Process	-	-	250,000	-	-	(250,000)
Use of Unassigned Fund Balance - Contractual Obligation Supplemental	-	-	265,800	-	-	(265,800)
Use of Unassigned Fund Balance-Middle School Upgrades	650,000	650,000	-	-	-	-
Use of Unassigned Fund Balance-Purchase Property 850 Banfield	-	-	400,000	-	-100%	(400,000)
Use of Bond Premium - Purchase Foundation Seacoast Health Property	-	-	1,850,000	-	-	(1,850,000)
Use of Reserve for Property Appraisal	73,500	73,500	73,500	150,000	104.1%	76,500
Use of Reserve for Debt	1,500,000	1,500,000	1,700,000	1,700,000	0.0%	-
Budgeted Property Tax Levy	78,131,980	78,494,012	80,485,995	84,243,509	4.7%	3,757,514
Total General Fund Revenues	101,696,202	106,153,407	107,462,843	109,755,205	2.1%	2,292,362

General Fund Revenue Descriptions and Trends

The City of Portsmouth divides general fund revenue sources into eight categories:

- 1) Local Fees, Licenses, Permits
- 2) Other Local Sources
- 3) Parking Revenues
- 4) Interest & Penalties
- 5) School Revenues
- 6) State Revenues
- 7) Use of Reserves and Fund Balance
- 8) Property Taxes

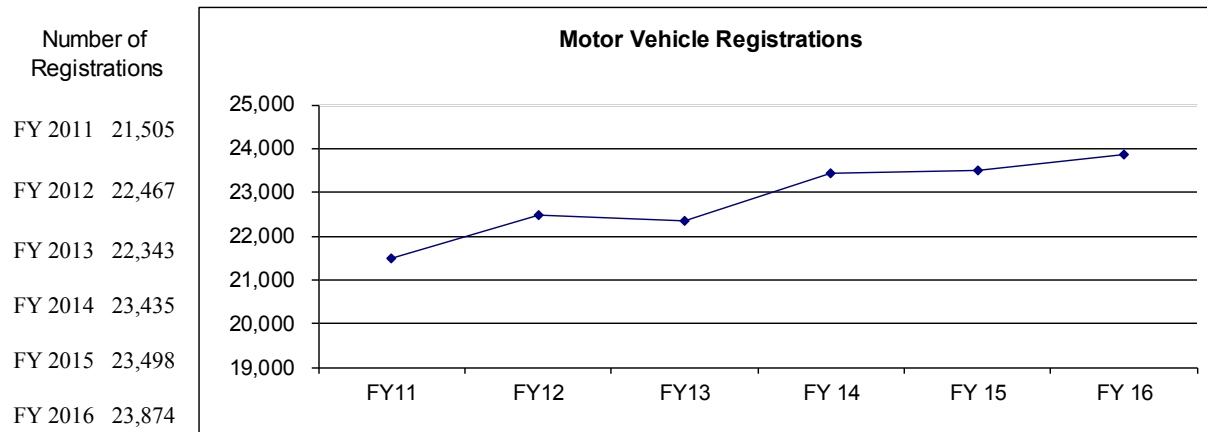
The following are descriptions of general fund revenues, budget to actual trends (graphed) for major revenue sources along with the methodology used to forecast the major revenues.

Local Fees, Licenses, Permits:

Revenue raised from locally administered fees, licenses and permits are collected by a variety of departments. Fees charged as well as statistics for each fee are listed in the back of this budget document (Appendix III). Local fees are administered to recoup administrative costs associated with producing a specific service.

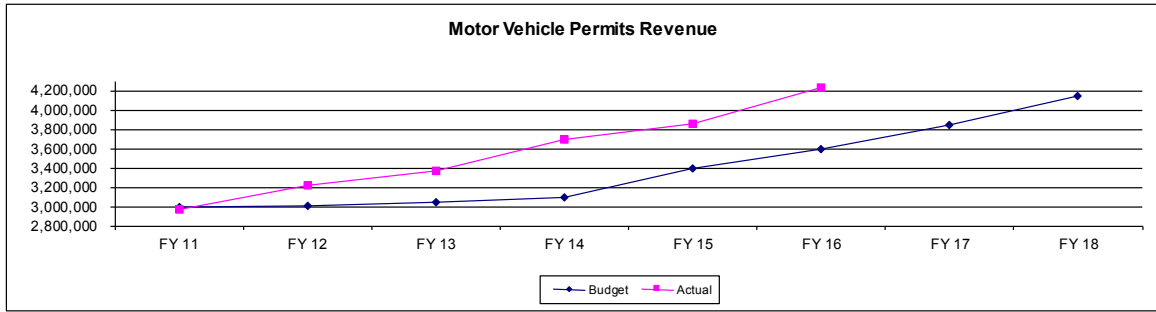
Other Local Sources:

- **Payment In Lieu of Taxes (PILOT)** - Payments made to the city by otherwise nontaxable entities; these payments help alleviate financial impact created by the entity.
- **Motor Vehicle Permit Preparation Fees** – RSA 261:152 \$2.00 fee charged for each motor vehicle registration. RSA 261:74-d \$3.00 fee charged for each motor vehicle registration where the state portion is completed.
- **Motor Vehicle Permits** – RSA 261:153 Registration permits for motor vehicles are based on the year and list price of the vehicle. Revenue produced is a direct product of how many vehicles are registered. Following are registered vehicle numbers for previous fiscal years:



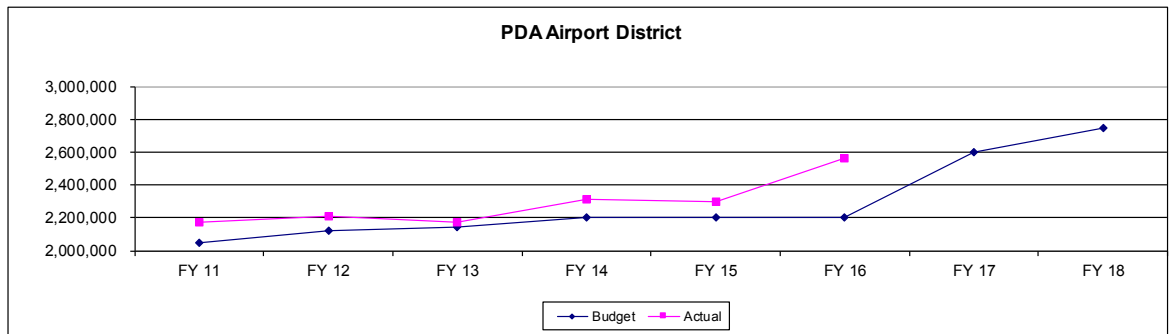
The state statute sets the Motor Vehicle fee as follows:

- 18 mills on each dollar of the maker's list price for current model year vehicles.
- 15 mills on each dollar of the maker's list price for the first preceding model year vehicle.
- 12 mills on each dollar of the maker's list price for the second preceding model year vehicle.
- 9 mills on each dollar of the maker's list price for the third preceding model year vehicle
- 6 mills on each dollar of the maker's list price for the fourth preceding model year vehicle
- 3 mills on each dollar of the maker's list price for the fifth preceding model year vehicle and any model year prior thereto.



	FY 11	FY 12	FY 13	FY 14	FY 15	FY 16	FY 17	FY 18
Budget	3,000,000	3,010,000	3,050,000	3,100,000	3,400,000	3,600,000	3,850,000	4,140,000
Actual	2,972,901	3,214,455	3,366,472	3,695,866	3,854,985	4,228,012		

- **Title Applications** – RSA 261:4 For preparation, examination, record keeping and filing of application for certificate of title the city collects \$2 for each application
- **Boat Agent and Collection Fees** – RSA 270-E:5 II-c, RSA 72-A:4 III and RSA 72-A:3 set the rates for each boat registration.
- **PDA Airport District** - RSA 12-G - A Municipal Service Agreement (MSA) effective July 1, 1998 allows for a service cost to be collected by the City on property within the Airport District of the Pease Development Authority (PDA). The Service Cost is an amount equal to the amount that would have been paid annually as Property Tax but excluding any school tax component in respect to such property. Assessed value of the buildings along with the tax rate applied being the driver of the revenue; the Finance Department projects the estimated revenue to be produced by the MSA. The City Council voted November 16, 2015 to accept a partial waiver of the Municipal Service Fee on the property occupied by the General Services Administration (GSA). The GSA will pay \$0.75 per square foot versus payment based on value.

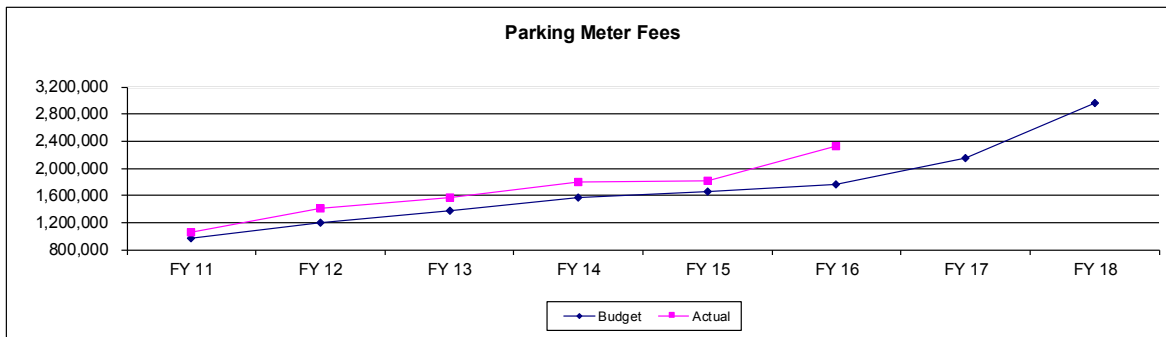


	FY 11	FY 12	FY 13	FY 14	FY 15	FY 16	FY 17	FY 18
Budget	2,050,000	2,125,000	2,140,000	2,200,000	2,200,000	2,200,000	2,600,000	2,750,000
Actual	2,173,887	2,208,316	2,173,505	2,314,841	2,299,072	2,562,731		

- **Water/Sewer Overhead** – A calculation of Water/Sewer Departments usage of General Government employees and office space to which is reimbursed to the General Fund from the Enterprise Funds.
- **Dog Licenses** – RSA 466 – An annual License Fee. Portions of the amount collected go to the State.
- **Marriage Licenses** – RSA 457:29 - \$50 is collected for issuing a Marriage License with \$43 going to the State and \$7 remaining with the City.
- **Certificates-Birth, Death and Marriage** – RSA 5-C:10 – The City collects a fee in advance from individuals requesting any copy or verification of vital records.
- **Rental of City Hall Complex** – Rent received from nonprofit organizations who lease office space in the Seybolt portion of City Hall. Rent is based on square footage used and actual cost to maintain the Seybolt portion of City Hall.
- **Cable Franchise Fee** – A Portsmouth Cable Franchise Agreement between the City and local cable television provider stipulates that a 5% franchise fee will be charged to local cable television subscribers. The City Council voted August 3, 2009 to allow any franchise fee collected over \$360,000 to be directed to the Cable Television Public Access Charitable Trust.
The amount directed to the trust in FY 16 was \$156,751.
- **Hand Gun Permits** – RSA 159:6 Revenues received when the Chief of Police issues a Hand Gun Permit, if the applicant is a suitable person to be licensed.
- **Police Outside Detail** – The overhead portion received from the rate charged to vendors when a police detail is used.
- **Fire Alarms** – City Ordinance Chapter 5: Article VIII Section 804 – Any person, firm, or corporation maintaining an alarm system located wholly or in part on City premises shall be subject to a service charge.
- **Ambulance Fees** – City Ordinance Chapter 5: Article VI Section 601 – Establishes the rate for which emergency medical services shall be charged by the Fire Department.
- **Welfare Dept Reimbursements** – RSA 165 – Reimbursements come from federal or state agencies if a welfare recipient becomes eligible for retroactive Social Security or Medicaid; from liens on legal settlements and on real property; from other New Hampshire towns which may be financially responsible for the recipient; or directly from recipients if they become able to reimburse.

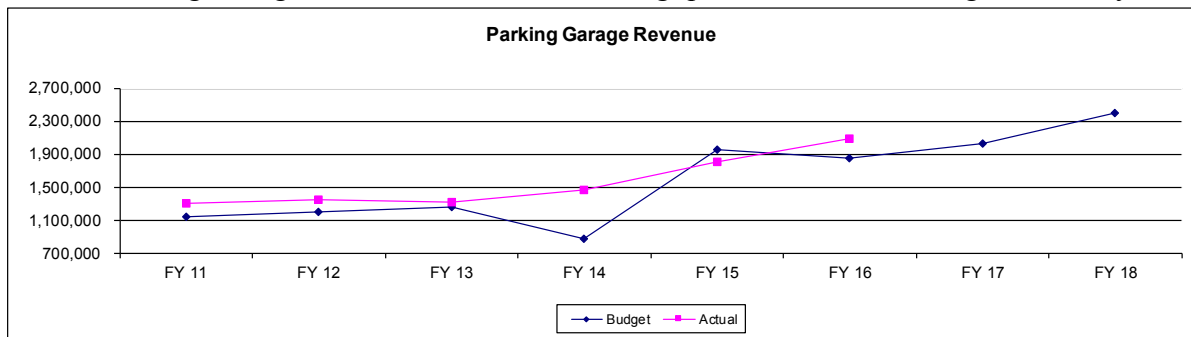
Parking Revenue:

- **Parking Metered Space Rental** - City Ordinance Chapter 7. The Department of Public Works may issue to a contractor or person actually engaged in construction and repair work, a temporary permit for exclusive use of a metered parking space for the parking of a vehicle or other equipment being used in construction or repair work (\$35 per day per space \$50 for High Occupancy space if fee schedule adopted during budget process).
- **Parking Meter-In Dash** - City Ordinance Chapter 7. The In-Dash meter affords the parker the convenience of paying for parking while sitting in their vehicle. The parker needs to first purchase the meter and then contact the City’s third party vendor via either the internet or telephone and purchase time in advance.
- **Parking Meter Fees** – City Ordinance Chapter 7 – There are approximately 200 single space parking meters and 60 multi-space parking pay stations throughout the City charging either \$1.50 per hour or \$2.00 per hour in high occupancy spaces. Rates will increase in May 2017. One pay station can take the place of 10 on street parking meters or 30 surface parking spaces. Times and days of enforcement for the meters are as follows: Sunday noon-8pm and Monday through Saturday 9am to 8pm. A majority of all meters allow for payment by credit card. Parking Meter Fees revenue is determined using quantitative forecasting trend analysis.



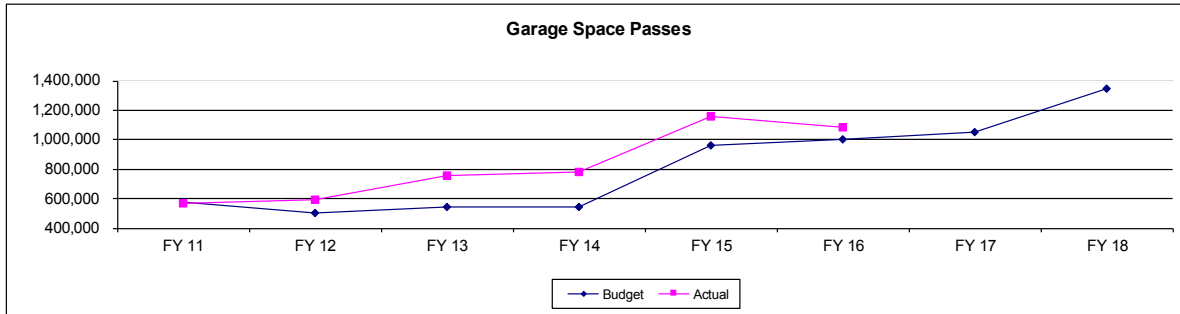
	FY 11	FY 12	FY 13	FY 14	FY 15	FY 16	FY 17	FY 18
Budget	960,000	1,200,922	1,370,000	1,561,800	1,650,000	1,765,500	2,155,000	2,955,000
Actual	1,047,931	1,414,886	1,561,217	1,790,038	1,808,020	2,332,846		

- **Parking Garage Revenue** – City Ordinance Chapter 7 - Revenue from non-pass customers in the High-Hanover Parking Facility. Rates per hour are \$1.25 but will increase to \$1.50 for FY 18 if the new fee schedule is adopted during the budget process in the 903 space facility. FY 18 below uses increased rates. Residents can park for free on Sundays. As with Parking Meters, Parking Garage revenue is determined using quantitative forecasting trend analysis.



	FY 11	FY 12	FY 13	FY 14	FY 15	FY 16	FY 17	FY 18
Budget	1,140,000	1,200,000	1,250,000	876,250	1,950,000	1,850,000	2,025,000	2,400,000
Actual	1,295,818	1,338,959	1,318,963	1,464,658	1,803,655	2,084,032		

- **Garage Space Passes** – City Ordinance Chapter 7 - Monthly pass holder payments in the High-Hanover Parking Facility. The FY 18 fee schedule (see Appendix III) has proposed a two tier pass system having residence paying \$150 and all other pass holders \$165 per month respectively. As of March 2017 there were 750 passes issued and 110 on the waiting list.



	FY 11	FY 12	FY 13	FY 14	FY 15	FY 16	FY 17	FY 18
Budget	580,000	500,000	540,000	540,000	960,000	1,000,000	1,050,000	1,350,000
Actual	571,648	595,950	756,815	778,000	1,158,888	1,080,605		

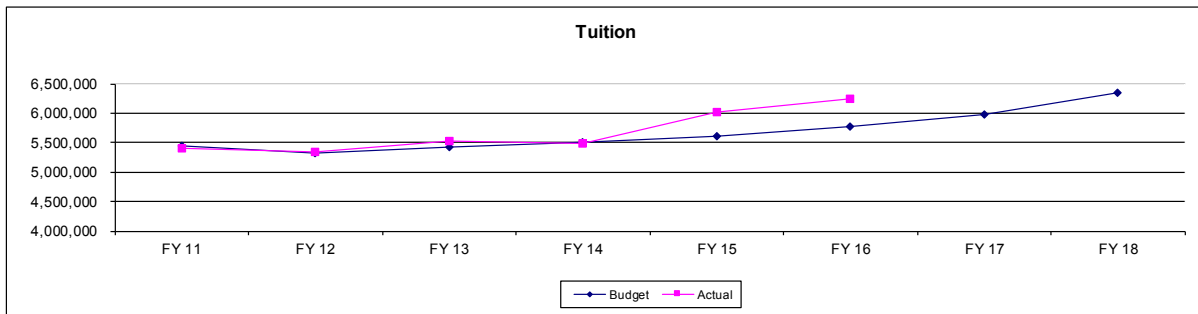
- **Pass Reinstatement** - City Ordinance Chapter 7 – An administration fee to reissue passes to leaseholders that have misplaced their original.
- **Parking Violations** - City Ordinance Chapter 7 – Payments received from violations of parking ordinances.
- **Immobilization Administration Fee** - City Ordinance Chapter 7 – Reimbursement received from City expenses incurred to boot a vehicle.
- **Summons Administration Fee** - City Ordinance Chapter 7 – Any person or entity for which the City serves a summons for any traffic or parking offense is also liable to the City for a summons administration fee.
- **Transfer to Parking and Transportation Fund** – Amount transferred to parking and transportation fund for operations and capital needs of parking and transportation.

Interest and Penalties:

- **Interest on Taxes** – RSA 76:13 & RSA 80:69 – Property taxes are received semiannually. A 12% per annum interest rate is charged upon all property taxes not received by the due date. The interest rate increases to 18% per annum, upon the execution of a real estate tax lien, to the time of payment in full.
- **Interest on Investments** – The amount of interest earned from deposits.

School Revenues:

- **Tuition** - Tuition received from the communities of Greenland, New Castle, Newington and Rye. This is the City's second largest General Fund Revenue source, Property Taxes being the largest. Tuition is estimated for the number of students scheduled to attend from neighboring communities. Both the amount per student to be charged to neighboring communities and how many students will actually be sent to the Portsmouth schools are estimated for budgetary purposes. Forecasting models are used for the estimates.



	FY 11	FY 12	FY 13	FY 14	FY 15	FY 16	FY 17	FY 18
Budget	5,450,000	5,312,000	5,427,000	5,512,650	5,612,650	5,779,500	5,975,000	6,356,282
Actual	5,394,068	5,341,836	5,520,731	5,483,301	6,009,441	6,244,949		

- **Other Sources** – Majority of revenue produced in Other Sources is received from rent charged to organizations for utilizing school buildings for special functions.

State Revenues:

- **Highway Block Grant** – RSA 235:23 – Each fiscal year, the State Department of Transportation Commissioner allocates an amount not less than 12% of the total toll revenue and motor vehicle fees collected in the preceding fiscal year to a local highway aid fund. The fund is distributed to each community where ½ of the amount is based on the proportion which the mileage of regularly maintained class IV and V highways in each municipality bears to the total of such mileage in the state, and ½ of the amount is based on local community's population as a percentage of the states population.
- **State Aid Landfill** – RSA 149-M-43 The state pays annually 20% of the annual amortization charges, meaning the principal and interest, on costs resulting from the closure of the Coakley Landfill.
- **School Building Aid** – RSA 198-15 – The City receives aid in the amount of 55% on High School, 40% on Middle School and 30% on Elementary school portions of principal payments made during the fiscal year on debt attributed to those schools.

- **Rooms and Meals Tax – RSA 78 –A –** Disposition of revenue from the State is based on local community’s population as a percentage of the state population. The goal of the RSA is for the State to distribute 40% of the tax collected to communities while keeping 60%. Currently the State keeps approximately 78% while distributing 22%.

**State of NH
Rooms and Meals Tax Distribution History**

	FY 2012(1)	FY 2013(1)	FY 2014(1)	FY 2015(2)	FY 2016(3)	FY 2017(2)
Rooms & Meals Tax Revenue (Increase from previous FY)	\$233,964,220 2.49%	\$253,979,816 8.55%	\$262,825,456 3.48%	\$274,600,560 4.48%	\$293,276,401 6.80%	\$312,952,341 6.71%
Previous FY Rooms & Meals Tax Revenue	\$228,291,000	\$233,964,220	\$253,979,816	\$262,825,456	\$274,600,560	\$293,276,401
Increase/Decrease	12.19%	2.49%	8.55%	3.48%	4.48%	6.80%
75 % of Increase In Revenues				0		0
Lesser of above or \$5,000,000				5,000,000		5,000,000
Previous Year Distribution	58,805,057	58,805,057	58,805,057	58,805,057	63,805,057	63,805,057
Total Amount to be Distributed (Increase from previous FY)	FY 2012(2) 58,805,057 0.00%	FY 2013(2) 58,805,057 0.00%	FY 2014(1) 58,805,057 0.00%	FY 2015(2) 63,805,057 8.50%	FY 2016(3) 63,805,057 0.00%	FY 2017(2) 68,805,057 7.84%
<u>Distributed by Population</u>						
Total Population	1,317,208	1,318,211	1,321,218	1,323,459	1,326,813	1,330,608
Portsmouth	21,245	21,206	21,273	21,280	21,463	21,496
Portsmouth %	1.61%	1.61%	1.61%	1.61%	1.62%	1.62%
Portsmouth \$ Share	948,456	945,994	946,823	1,025,926	1,032,133	1,111,547
<u>Distribution % (Goal 60% State 40% Local)</u>						
(Per RSA 78-A:26)						
State of NH	74.87%	76.85%	77.63%	76.76%	78.24%	78.01%
NH Communities	25.13%	23.15%	22.37%	23.24%	21.76%	21.99%

- (1) Per the New Hampshire Operating Budget adopted for FY 2010 and 2011(HB 2) The State Treasurer shall fund the distribution of Meals and Rooms Tax at no more than the Fiscal Year 2009 levels. 2012 was not to be more than 2011
- (2) FY 2015 return to ditribution method of FY 2009
- (3) Per the New Hampshire Operating Budget adopted for FY 2016(HB 2) The State Treasurer shall fund the distribution of Meals and Rooms Tax at no more than the Fiscal Year 2015 levels.

Use of Reserves and Fund Balance:

- **Use of Reserve for Property Appraisal** – The use of Reserve for Property Appraisal is used to offset revaluation expenditures incurred in the budget year.
- **Use of Reserve for Debt** – The use of city Reserves for Debt to offset the fiscal year debt service payments.

Property Taxes:

- **Property Taxes** – Property Taxes are Portsmouth’s largest revenue source. The City levies and collects taxes according to state law. Property Taxes are an ad valorem tax (Latin for according to value). There are approximately 8,500 residential and commercial properties assessed taxes within the city. The amount of property tax levied is directly related to the amount of appropriation less all other revenues estimated. Budgeted property tax revenue is estimated to be \$84,243,509 in the FY18 proposed budget.
- The Tax Assessor is mandated to assess all property at its market value as of April 1 of each year making a tax year April 1 to March 31 while the Fiscal Year is July 1 to June 30. The City issues tax bills twice a year which are due December 1st and June 1st.



Assessed Value	FY 12	FY 13	FY 14	FY 15	FY 16	FY 17
With Utilities	3,971,444,698	4,043,767,047	4,096,603,575	4,182,368,805	4,727,842,643	4,771,704,551
% change from previous FY	1.8%	1.8%	1.3%	2.1%	13.0%	0.9%
Without Utilities	3,803,608,220	3,870,081,052	3,917,159,080	4,010,764,710	4,535,259,027	4,586,279,780
% change from previous FY	2.2%	1.7%	1.2%	2.4%	13.1%	1.1%
State Equalized for Debt Limits	4,129,016,814	4,238,460,159	4,481,154,370	4,871,579,273	5,118,914,757	
% change from previous FY	1.0%	2.7%	5.7%	8.7%	5.1%	
% of County Value	9.96%	10.26%	10.64%	10.78%	11.08%	11.09%
Tax rate						
Town Rate	8.42	8.55	8.72	8.80	8.07	8.13
Local School	5.34	5.49	5.56	5.61	5.33	5.41
State School	2.46	2.42	2.49	2.53	2.31	2.41
County	1.05	1.09	1.14	1.16	1.08	1.09
Total Rate	17.27	17.55	17.91	18.10	16.79	17.04
% change from previous FY	-0.8%	1.6%	2.1%	1.1%	-7.2%	1.5%

PROPERTY TAXES

	FY 11	FY 12	FY 13	FY 14	FY 15	FY 16	FY 17	FY 18
Budget	66,885,133	67,087,653	69,495,135	72,234,239	74,266,738	78,131,980	80,485,995	84,243,509
Actual	66,845,944	67,713,896	70,138,494	72,771,653	75,120,750	78,494,012		

CITY OF PORTSMOUTH
WATER FUND
ESTIMATED AND ACTUAL REVENUES
FOR FISCAL YEARS 2016-2018

	ESTIMATED REVENUES FY 16	ACTUAL REVENUES FY 16	ESTIMATED REVENUES FY 17	ESTIMATED REVENUES FY 18	% CHANGE	\$\$ CHANGE
WATER CONSUMPTION						
<i>(includes minimum charges)</i>						
MUNICIPAL	194,862	186,620	210,537	216,248	2.7%	5,711
COMMERCIAL TYPE 1	3,249,467	3,146,449	3,362,166	3,293,685	-2.0%	(68,481)
INDUSTRIAL TYPE 1	1,613,058	1,700,534	1,709,766	1,747,315	2.2%	37,549
RESIDENTIAL TYPE 1	2,748,600	2,608,507	2,738,911	2,765,392	1.0%	26,481
TOTAL WATER CONSUMPTION	7,805,987	7,642,110	8,021,380	8,022,640	0.0%	1,260
OTHER FEES						
HYDRANT RENTAL INCOME	182,000	96,600	208,000	234,000	12.5%	26,000
METER FEES	698,000	728,252	701,120	713,998	1.8%	12,878
UTILITY REVENUE	53,830	64,953	67,970	265,929	291.2%	197,959
FIRE SERVICES	217,000	262,568	322,428	295,068	-8.5%	(27,360)
JOB WORKED SERVICES	185,000	91,151	165,000	150,000	-9.1%	(15,000)
BACKFLOW TESTING	88,000	85,525	88,000	88,000	0.0%	-
SERVICE CHARGES-SPECIAL	31,000	36,569	31,000	32,200	3.9%	1,200
PENALTY INCOME	-	(8)	-	-	0.0%	-
CAPACITY USE SURCHARGE	80,000	160,420	150,000	130,000	-13.3%	(20,000)
MISCELLANEOUS BILLING	10,000	57,216	20,000	20,000	0.0%	-
TOTAL OTHER FEES	1,544,830	1,583,246	1,753,518	1,929,195	10.0%	175,677
STATE REVENUES						
HOUSEHOLD HAZARDOUS WASTE	6,000	2,797	6,000	3,000	-50.0%	(3,000)
HOMELAND SECURITY	-	12,500	-	-	-	-
TOTAL STATE REVENUES	6,000	15,297	6,000	3,000	-50.0%	(3,000)
SPECIAL AGREEMENTS						
STATE FORCE - 13455C MAPLE	-	-	-	-	0.0%	-
STATE FORCE - 13455D WOODBURY	-	-	-	-	0.0%	-
STRAWBERRY BANKE AGMT INTEREST	309	309	268	225	-16.0%	(43)
AF - 3RD PARTY REVIEW HAVEN	-	32,430	-	-	0.0%	-
AF - NEW HAVEN WELL	-	32,136	-	-	0.0%	-
AF - PEASE WELL TREATMENT	-	59,150	-	-	0.0%	-
AF - CARBON FILTRATION SYS	-	298,050	-	-	0.0%	-
AF - PEASE WELL TRT PLT ST	-	44,771	-	-	0.0%	-
TOTAL SPECIAL AGREEMENTS	309	466,846	268	225	-16.0%	(43)
OTHER FINANCING SOURCES						
INTEREST ON INVESTMENTS	20,000	32,304	20,000	89,000	345.0%	69,000
BOND PREMIUM AMORTIZATION	52,008	60,112	60,112	179,745	199.0%	119,633
ASSISTANCE PROGRAM-USE OF NET POSITION	-	-	-	-	0.0%	-
SALE OF MUNICIPAL PROPERTY	-	9,925	-	-	0.0%	-
OTHER MISCELLANEOUS REVENUE	-	-	-	-	0.0%	-
TOTAL OTHER FINANCING SOURCES	72,008	102,341	80,112	268,745	235.5%	188,633
TOTAL: FULL ACCRUAL REVENUES	9,429,134	9,809,840	9,861,278	10,223,805	3.7%	362,527
CASH REQUIREMENT ADJUSTMENTS						
BOND PREMIUM AMORTIZATION	(52,008)	(60,112)	(60,112)	(179,745)	199.0%	(119,633)
SPECIAL AGREEMENT - CON EDISON	42,000	42,000	42,000	42,000	0.0%	-
SPECIAL AGREEMENT - STRAWBERRY BANKE	2,081	2,081	2,122	2,165	2.0%	43
TOTAL CASH REQUIREMENT ADJUSTMENTS	(7,927)	(16,031)	(15,990)	(135,580)	747.9%	(119,590)
TOTAL WATER FUND	9,421,207	9,793,809	9,845,288	10,088,225	2.5%	242,937

Water Fund Revenue Descriptions and Trends

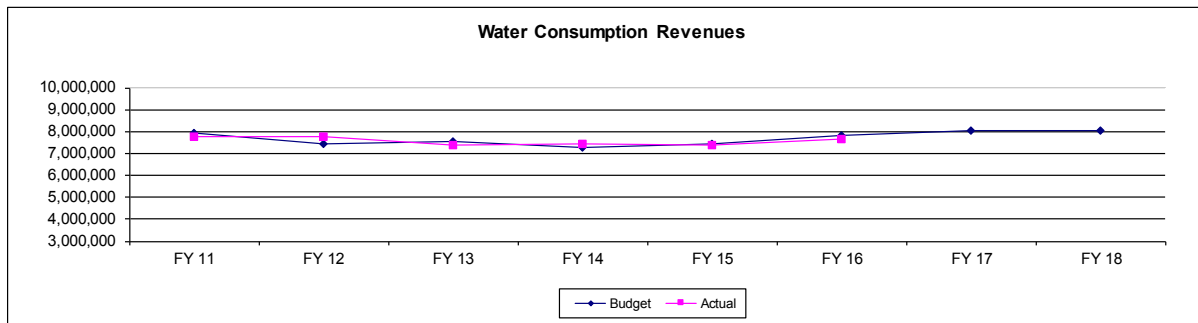
The City of Portsmouth Water Fund operates as a financially self-supporting enterprise fund. It is expected that revenues generated from rates, fees and retained earnings will sustain the cost of all operations and any debt service; no General Fund (tax) support is expected. Revenue sources for the City of Portsmouth Water Fund are classified into five categories:

- 1) Water Consumption Revenues
- 2) Other Fees
- 3) State Revenues
- 4) Special Agreements
- 5) Other Financing Sources

Following are descriptions of all water fund revenues with budget to actual trends (graphed) for major revenue sources.

Water Consumption Revenues:

- **Water Consumption Revenues-** City Ordinance Chapter 16- Revenue generated from water consumption by customers. Revenue generated from this source is the primary cash flow for the division. The water rates for FY18 will remain the same as FY17. Fluctuations in this revenue source while expected are unpredictable and difficult to budget. The Water Fund will recognize a surplus in revenues when demand is higher and a deficit when demand drops.
- Water consumption revenues are subcategorized into four customer classes: municipal, residential, commercial, and industrial. The City Council approves through a budget resolution changes in the water rate. The following table is a history of water consumption revenues not including minimum charges.



	FY 11	FY 12	FY 13	FY 14	FY 15	FY 16	FY 17	FY 18
Budget	7,914,865	7,415,123	7,549,916	7,295,531	7,433,983	7,805,987	8,021,380	8,022,640
Actual	7,744,936	7,783,483	7,377,435	7,414,269	7,391,196	7,642,110		

Other Fees:

- **Public Hydrant Fees** - Revenues generated for providing water for public fire service to all municipalities served by the Water Division. The \$200 per public hydrant is collected from the following towns: Greenland, Newington, Madbury, New Castle, Rye and the City of Portsmouth General Fund. Recommended increase in fee for FY18 to \$225.

Projections of this revenue is predictable, the only events that effect a change is the removal or installation of fire hydrants.

- **Meter Fees** – Revenues generated by monthly charges for the ongoing maintenance and service of meters. Fees are applied based on the size of the meter located on the property as stated below.

Monthly Meter Charge Fee

5/8" Meter	\$ 4.95
3/4" Meter	\$ 4.95
1" Meter	\$ 8.27
1 1/2" Meter	\$ 14.25
2" Meter	\$ 22.91
3" Meter	\$ 36.26
4" Meter	\$ 68.74
6" Meter	\$ 120.27
8" Meter	\$ 168.01
10" Meter	\$ 252.02

- **Utility Revenue** – Revenue generated through wholesale utility agreements with the Rye and New Castle Water Districts.
- **Private Fire Service** – City Ordinance Chapter 16 - Many commercial and residential properties have a water service connection for their fire sprinkler system. The fee is based on the size of the fire service pipe entering the property. The revenue generated from this source has been level for several years. Based on minor changes and additions to commercial properties, the Water Fund has slightly changed the anticipated revenue generation from this revenue source.
- **Job Worked Services** – City Ordinance Chapter 16- Services rendered by the Water division maintenance department for the repair or construction of services in which an identified customer will be responsible for the costs. Services billed to individual customers include: repair of vehicular damage to City property, repair of water service on private property, upgrade to existing service at property. Services are rendered on demand, thus making the revenue unpredictable from year to year. The fund has had revenues of \$70,000-\$180,000 over the past five years.
- **Backflow Testing Fees** – City Ordinance Chapter 16- It shall be the duty of the customer-user at any premise where backflow prevention devices are installed to have certified inspections and operational tests made at least twice per year. The Water Division will assess a fee for the inspection and testing of these devices.

- **Service Charges Fees** – City Ordinance – Revenues from charges assessed to customers for special requests. Charges include: final bill request, turn-on/off water service to a property, meter testing, frozen meter charges and returned check fee.
- **Penalty Income** – Water bills are due and payable upon presentation. Implementation of monthly billing effective FY11; combined with other collection processes has eliminated the assessment of penalty charges. The City is forecasting no income from this source.
- **Capacity Use Surcharges** – Revenues imposed on new customers who are joining the City’s water and sewer system in order to recover capital investments made by the City.
- **Miscellaneous Income** – Revenue from unexpected events, considered to be unique and unlikely to occur again in the future. Events include: photocopying, sale of maps, water testing for a customer, new connection fees.

State Revenues:

- **State Grant Program** – RSA 486-A:3. Revenue received from the State of New Hampshire for funding water works projects to meet the surface water treatment rules of the EPA. The Water Fund continues to monitor opportunities to apply for grants as they become available. The City expects no revenue in FY17 from this program.
- **Household State Aid Grant Program** – The State of New Hampshire administers a Household Hazardous Waste grant program. HHW Collection Grants are awarded to eligible sponsors at a designated per capita rate for the communities served, up to half of the collection costs.

Other Financing Sources:

- **Interest on Investments** – The amount of interest earned from deposits.
- **Bond Premium Amortization** – The City received bond premiums from the issuance of debt service, the premium is recognized and recorded as revenue over the life of the bond. Following the bond issue dates and premium received.

Date of Issue	Reason For Bond	Premium Received
06/15/2009	Madbury Treatment Plant	\$659,394.51
06/25/2014	Hobbs Hill Water Tank	\$412,161.92
06/23/2015	Well, Pressure, Maplewood	\$162,073.90
06/14/2016	Stage 2, Water System Improvement	\$325,888.30

- **Budgetary Use of Unrestricted Net Position** – The budgeted use of fund balance is typically used to stabilize rate increases from year to year. The Water District will not be utilizing use of unrestricted net position in FY18.

CITY OF PORTSMOUTH
SEWER FUND
ESTIMATED AND ACTUAL REVENUES
FOR FISCAL YEARS 2016-2018

	ESTIMATED REVENUES FY 16	ACTUAL REVENUES FY 16	ESTIMATED REVENUES FY 17	ESTIMATED REVENUES FY 18	% CHANGE	\$\$ CHANGE
SEWER CONSUMPTION						
MUNICIPAL	183,281	156,384	170,000	170,000	0.0%	-
OTHER UTILITIES WATER	427,736	379,742	402,223	401,303	-0.2%	(920)
COMMERCIAL TYPE 1	4,996,444	5,025,540	5,385,492	5,619,777	4.4%	234,285
INDUSTRIAL TYPE 1	3,120,623	3,054,739	3,127,758	3,600,653	15.1%	472,895
RESIDENTIAL TYPE 1	5,398,506	5,363,156	5,624,556	5,838,674	3.8%	214,118
TOTAL SEWER CONSUMPTION	14,126,590	13,979,561	14,710,029	15,630,407	6.3%	920,378
MISCELLANEOUS FEES						
JOB WORKED SERVICES	7,000	1,042	8,000	5,000	-37.5%	(3,000)
SEPTAGE	150,000	167,640	165,000	168,000	1.8%	3,000
PENALTY INCOME	-	(4)	-	-	0.0%	-
PERMITS	2,500	500	2,500	2,500	0.0%	-
CAPACITY USE SURCHARGE	90,000	50,760	90,000	90,000	0.0%	-
MISCELLANEOUS	10,000	45,297	50,000	60,000	20.0%	10,000
TOTAL MISCELLANEOUS FEES	259,500	265,235	315,500	325,500	3.2%	10,000
STATE REVENUES						
HOUSEHOLD HAZARDOUS WASTE	-	2,797	-	-	0.0%	-
STATE AID GRANT PROGRAM	315,125	315,125	310,640	317,879	-1.4%	7,239
TOTAL STATE REVENUES	315,125	317,922	310,640	317,879	2.3%	7,239
SPECIAL AGREEMENTS						
REV FROM SPECIAL AGREEMENTS	47,005	50,777	46,479	44,903	-1.1%	(1,576)
PEASE REIMBURSE SEWER LOAN	25,955	25,956	25,955	15,574	0.0%	(10,381)
TOTAL SPECIAL AGREEMENTS	72,960	76,733	72,434	60,477	-16.5%	(11,957)
OTHER FINANCING SOURCES						
INTEREST ON INVESTMENTS	50,000	65,744	50,732	160,000	1.5%	109,268
ASSISTANCE PROGRAM-USE OF NET POSITION	-	-	-	-	0.0%	-
BOND PREMIUM AMORTIZATION	124,942	126,630	126,630	151,810	0.0%	25,180
USE OF UNRESTRICTED NET POSITION	-	-	-	-	0.0%	-
TOTAL OTHER FINANCING SOURCES	174,942	192,374	177,362	311,810	75.8%	134,448
TOTAL: FULL ACCRUAL REVENUES	14,949,117	14,831,825	15,585,965	16,646,073	6.8%	1,060,108
CASH REQUIREMENT ADJUSTMENTS						
BOND PREMIUM AMORTIZATION	(124,942)	(126,630)	(126,630)	(151,810)	0.0%	(25,180)
USE OF BOND PREMIUM FOR DEBT PAYMENT	560,250	560,250	354,518	0		(354,518)
PEASE AID GRANT, PEASE PRINCIPAL	46,258	46,258	46,258	46,258	0.0%	-
PEASE PAYBACK TOWARDS DEBT	116,290	116,290	116,290	116,290	0.0%	-
SPECIAL AGREEMENT- L/T ACCTS REC	193,527	193,527	194,053	204,135	0.3%	10,082
TOTAL CASH REQUIREMENT ADJUSTMENTS	791,383	789,695	584,489	214,873	-63.2%	(369,616)
TOTAL SEWER FUND	15,740,500	15,621,520	16,170,454	16,860,946	4.3%	690,492

Sewer Fund Revenue Descriptions and Trends

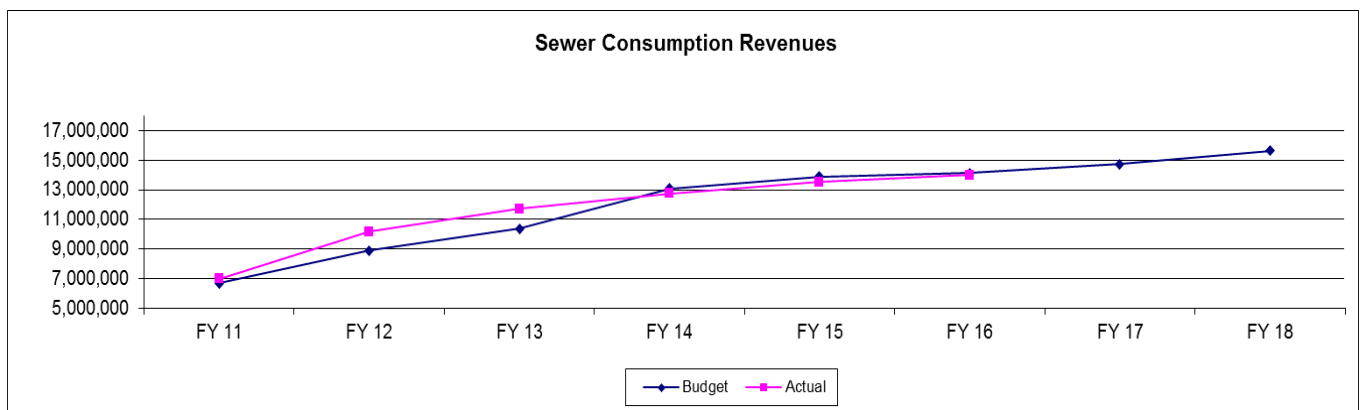
The City of Portsmouth Sewer Fund operates as a financially self-supporting enterprise fund. It is expected that revenues generated from rates, fees and retained earnings will sustain the cost of all operations and any debt service; no General Fund (tax) support is expected. Revenue sources for the City of Portsmouth Sewer Fund are classified into five categories:

- 1) Sewer Consumption Revenues
- 2) Miscellaneous Fees
- 3) State Revenues
- 4) Special Agreements
- 5) Other Financing Sources

Following are descriptions of all Sewer fund revenues with budget to actual trends (graphed) for major revenue sources.

Sewer Consumption Revenues:

- **Sewer Consumption Revenues- Ordinance** - Revenue generated from sewer consumption by customers. The revenue generated from this source is the primary revenue for the division. Fluctuations in this revenue source are similar to Water in that while expected they are unpredictable and difficult to budget. The Sewer Fund will recognize a surplus in revenues when demand is higher and a deficit when demand drops.
- Sewer consumption revenues are subcategorized into four customer classes: municipal, residential, commercial, and industrial. The City Council approves through a budget resolution changes in the sewer rate.



	FY 11	FY 12	FY 13	FY 14	FY 15	FY 16	FY 17	FY 18
Budget	6,702,250	8,907,408	10,389,358	13,100,514	13,899,608	14,126,590	14,710,029	15,630,407
Actual	7,021,789	10,192,483	11,706,016	12,762,016	13,505,770	13,979,561		

Miscellaneous Fees:

- **Job Worked Services** – Sewer Ordinance - Services rendered by the Sewer division maintenance department for the repair or construction of services in which an identified customer will be responsible for the costs. Services billed to individual customers include: repair of vehicular damage to City property, repair of Sewer service on private property, upgrade to existing service at property. Services are rendered on demand, thus making the revenue unpredictable from year to year.
- **Septage Charges** – Sewer Ordinance – Revenues generated from accepting sewage from non-sewer customers, such as septage haulers, and recreational vehicles. The sewage requires additional handling and treatment processing costs.
- **Penalty Income** – Sewer bills are due and payable upon presentation. Implementation of monthly billing effective FY11; combined with other collection processes has eliminated the assessment of penalty charges. The City is forecasting no income from this source.
- **Permits** – Sewer Ordinance – Revenues from charges assessed to customers for the on-going monitoring by City staff of private sewage disposal facilities and compliance to discharge limits approved by the City.
- **Capacity Use Surcharges** – Revenues imposed on new customers who are joining the City's water and sewer system in order to recover capital investments made by the City.
- **Miscellaneous Income** – Revenue from unexpected events, considered to be unique and unlikely to occur again in the future. Events include: photocopying, sale of maps, sewer testing for a customer, and new connection fees.

State Revenues:

- **State Aid Grant Program** – RSA 486:3. Revenue received from the State of New Hampshire as a contribution for eligible sewage construction projects. The annual contribution is based on the project's amortization schedule and the impact on user fees.

Special Agreements:

- **Special Agreements** – The Sewer Fund has entered into agreements with customers whose Sewer requirement necessitates Sewer system improvements. The terms of each agreement is based on system improvements and financing needs of the customer. The annual revenue budget amount equals the annual payment due from all customers for the fiscal year.
- **Pease Payback Towards Debt** – Per the Municipal Service Agreement (MSA) effective July 1, 1998, the Pease Development Authority (PDA) is to reimburse the City for the cost of upgrades to the sewer treatment plant located on premises.

Other Financing Sources:

- **Interest on Investments** – The amount of interest earned from deposits.
- **Bond Premium Amortization** – The City received bond premiums from the issuance of debt service, the premium is recognized and recorded as revenue over the life of the bond. Following the bond issue dates and premium received.

Date of Issue	Reason For Bond	Premium Received
12/14/2011	Peirce Island Treatment Plant	\$201,834.04
05/17/2012	Waste Water Treatment Plant	\$570,917.93
06/27/2013	Sewer LTCP	\$136,311.39
06/25/2014	PI and Pease WWTP	\$1,589,767.42
06/23/2015	Pease WWTP	\$33,765.40
06/14/2016	Fleet St, Lafayette Pump Station	\$371,025.00

- **Budgetary Use of Unrestricted Net Position** – The budgeted use of fund balance is typically used to stabilize rate increases from year to year. In FY18, the City will not be utilizing unrestricted net position.

CITY OF PORTSMOUTH
SPECIAL REVENUE FUNDS
ESTIMATED AND ACTUAL REVENUES
FOR FISCAL YEARS 2016-2018

	ESTIMATED REVENUES FY 16	ACTUAL REVENUES FY 16	ESTIMATED REVENUES FY 17	ESTIMATED REVENUES FY 18	%% CHANGE	\$\$ CHANGE
Community Development						
CDBG Entitlement	110,463	116,814	103,307	102,729	-0.6%	(578)
Housing Rehab Program	82,778	77,677	51,082	-	-100.0%	(51,082)
PEDLP	1,600	1,600	1,600	1,600	0.0%	-
Total Community Development	194,841	196,090	155,989	104,329	-33.1%	(51,660)
Urban Development Action Grant						
UDAG Interest	34,000	29,191	34,000	18,000	-47.1%	(16,000)
Use of Fund Balance-UDAG	300,758	242,441	279,397	315,819	13.0%	36,422
Total Economic Development-UDAG	334,758	271,632	313,397	333,819	6.5%	20,422
Parking and Transportation						
Portion of Total Parking Revenue	3,047,195	4,134,267	3,743,195	5,203,195	39.0%	1,460,000
Use of Fund Balance	948,468	954,369	-	-		-
Total Parking and Transportation	3,995,663	5,088,636	3,743,195	5,203,195	39.0%	1,460,000
Prescott Park						
Donations	N/A	N/A	N/A	1,000	N/A	1,000
Weddings	N/A	N/A	N/A	7,050	N/A	7,050
License Agreements	N/A	N/A	N/A	21,250	N/A	21,250
Prescott Trust	N/A	N/A	N/A	182,000	N/A	182,000
Marine Maintenance Trust	N/A	N/A	N/A	20,773	N/A	20,773
Bishop Trust	N/A	N/A	N/A	5,000	N/A	5,000
Transfer from General Fund	N/A	N/A	N/A	30,479	N/A	30,479
Total Prescott Park	-	-	-	267,552	-	267,552
Total Special Revenue Funds	4,525,262	5,556,358	4,212,581	5,908,895	40.3%	1,696,314

Special Revenue Fund Revenue Descriptions and Trends

Community Development:

- **CDBG Entitlement** - The City's Community Development Department administers the Community Development Block Grant (CDBG) program. These funds are provided to the City annually by the U.S. Department of Housing and Urban Development (HUD) to fund projects benefiting individuals and families who earn low or moderate incomes. The amount of federal funding is determined by a national formula based on income, age of housing and population trends. The Community Development Department's General Administration line item covers the administrative costs associated with CDBG-funded programs and projects; this includes salaries and benefits for some of the City's Community Development Department staff, as well as other operational costs such as legal notices, office supplies, postage and staff training. HUD does not allow general administration costs to exceed 20% of the City's annual CDBG grant.
- **Housing Rehab Revolving Loan Program**– The CDBG-funded Housing Rehabilitation Program provides funding for renovations to multi-family Portsmouth properties with residential units in the form of low-interest and deferred loans. The beneficiaries of this program must be individuals and families who earn low or moderate incomes. Specifically, the Housing Rehabilitation Program is funded through the annual CDBG entitlement grant to the City from HUD, as well as from repayments from past borrowers. The City's Community Development Department staff administers this program.
- **UDAG Interest** – This revenue source consists of interest earned from investment of lump sum prepayment of Urban Development Action Grant loans. The City of Portsmouth Economic Development Commission submits an annual budget for fund expenditures based on available funding, economic development program needs and a broad range of economic development-related activities.

Parking and Transportation:

- **Parking Revenues** - A portion of total parking related revenues are budgeted to cover expenditure for the Parking and Transportation Division of Public Works.

Prescott Park:

- **Donations** – Estimated donations given for the park.
- **Weddings** – Revenue collected for reserving the Park for weddings. Fees vary dependent upon wedding size.
- **License Agreements** – Amounts raised from official agreements for use of Park grounds and facilities.
- **Josie F. Prescott Trust** – The largest contributor to the Park’s maintenance is the Josie F. Prescott Trust. The trust document states that the trust shall be used for the maintenance of the property.
- **Marine Maintenance Trust** – The trust document states expenditures may be made from the Trust corpus and income as may be required to maintain the City’s piers, docks and floats in a safe condition and in proper repair.
- **Maggie Bishop Flower Trust** – The trust document states that the trust is to make annual awards for the purchase and upkeep of flowers primarily in the area of the Mary Prescott Pier in Prescott Park.
- **City of Portsmouth General Fund Transfer** – Historically, income from the Josie F. Prescott Trust has been insufficient to meet all funding requirements for the Park on an annual basis. As a result, some costs associated with the Park operations have been funded through the City’s General Fund. With the creation of the Special Revenue Fund for FY 2018, these historic contributions to the General Fund will take the form of a “General Fund ” transfer.

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Debt Service

The following pages analyze Debt Service for the General, Parking/Transportation, Debt Service, Water, and Sewer Funds.

COMPUTATION OF LEGAL DEBT MARGIN (GENERAL, SCHOOL, AND WATER)

Legal debt margins are established by the State of New Hampshire and are based on an equalized assessed valuation calculated by the State. There are three bonded debt limit margins established by the state: the General Fund, School related debt, and Water Fund debt limit margins. The General Fund debt limit is limited to 3% of equalized assessed valuation with landfills being exempt from the calculation. School related debt is limited to 7% of equalized assessed valuation. While the Water Fund is limited to 10% of equalized assessed valuation, it should be noted that the Sewer Fund has no legal debt margin.

LONG-TERM DEBT SERVICE FORECAST MODEL

The long-term debt service forecast model displays issued long-term debt and projected future long-term debt for the General, Parking/Transportation, Debt Service, Water and Sewer Funds. Also listed are debt-related revenues. These revenues would not exist if certain debt issuance did not exist.

PROJECTED LONG-TERM DEBT SERVICE AS A PERCENTAGE OF THE GENERAL FUND BUDGET

This page estimates future General Fund Budget totals and uses the projected net debt service from the Long Term Debt Service Forecast Model previously displayed, to calculate the percentage that debt service will be of the general fund budget. These projections go outward 6 years and a graph displays the result.

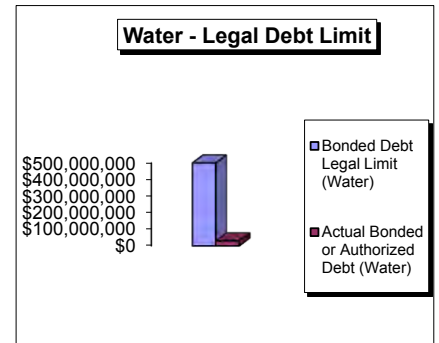
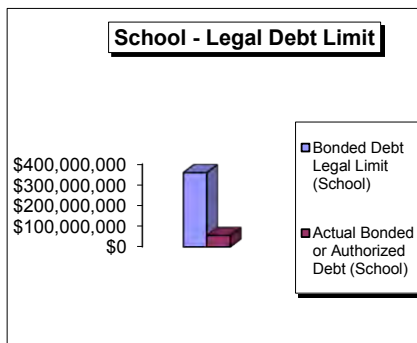
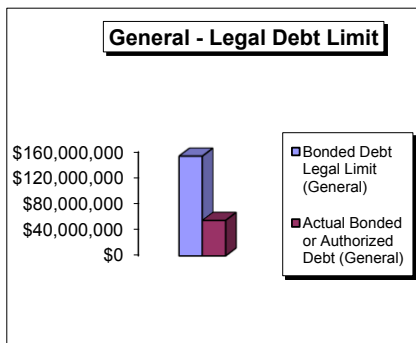
LONG TERM DEBT OUTSTANDING BALANCES

These pages display the outstanding debt balance of the General, Parking/Transportation, Debt Service, Water and Sewer Funds for the remaining years of outstanding payments. They also show the scheduled payments against these balances for those years.

CITY OF PORTSMOUTH, NEW HAMPSHIRE
Computation of Legal Debt Margin
As of June 30, 2016

Modified local assessed valuation	\$	4,748,175,843
Department of Revenue Administration inventory adjustment	\$	<u>370,738,914</u>
Equalized assessed valuation	\$	5,118,914,757
Adjustment: RSA 31-A	\$	<u>-</u>
Base valuation for debt limit (1)	\$	<u>5,118,914,757</u>

	<u>3.0% of base (General Debt)</u>	<u>7.0% of base (School Debt) (2)</u>	<u>10% of base (Water Fund) (3) (4)</u>
Bonded debt limit -	<u>\$153,567,443</u>	<u>\$358,324,033</u>	<u>\$511,891,476</u>
Gross bonded debt June 30	\$32,029,832	\$50,397,607	\$29,724,796
Less:			
Landfill (5)	\$671,332		
Sub-total	<u>\$31,358,500</u>	<u>\$50,397,607</u>	<u>\$29,724,796</u>
Authorized but unissued			
Commerce Way	\$75,290		
Deer Street Parking Facility	\$23,200,000		
Fire Apparatus	\$76,710		
Elementary School Upgrades		\$5,000,000	
New Franklin Energy Efficiency		\$25,000	
Total Authorized unissued	<u>\$23,352,000</u>	<u>\$5,025,000</u>	<u>\$0</u>
Total debt applicable to limitation	<u>\$54,710,500</u>	<u>\$55,422,607</u>	<u>\$29,724,796</u>
% Debt used of limitation	36%	15%	6%
Legal Debt Margin	<u><u>\$98,856,943</u></u>	<u><u>\$302,901,426</u></u>	<u><u>\$482,166,680</u></u>
Legal Debt Margin %	64%	85%	94%



- (1) The equalization of all taxable property in the State of New Hampshire is conducted annually by the New Hampshire Department of Revenue Administration under the provisions of RSA 21-J: 3(XIII).
- (2) Subject to a separate debt limit of 7% of the City's base valuation per RSA 33:4-a
- (3) Enterprise funds.
- (4) Subject to a separate debt limit of 10% of the City's base valuation per RSA 33:5-a.
- (5) Exempt per RSA 33:5-b.

CITY OF PORTSMOUTH, NEW HAMPSHIRE
LONG-TERM DEBT SERVICE FORECAST MODEL

			<u>FY 17</u>	<u>FY 18</u>	<u>FY 19</u>	<u>FY 20</u>	<u>FY 21</u>	<u>FY 22</u>	<u>FY 23</u>
ISSUED DEBT									
GENERAL FUND-Issued Debt									
General Government									
06/15/07 New Castle Ave/Seawall	4.00%	600,000							
Principal-Last Pmt FY 17			60,000						
Interest			2,475						
06/15/07 06 Improvements	4.00%	950,000							
Principal-Last Pmt FY 17			95,000						
Interest			3,919						
06/15/07 07 Improvements	4.00%	4,450,000							
Principal-Last Pmt FY 17			445,000						
Interest			18,356						
12/14/11 Fire Apparatus	1.26%	500,000							
Principal-Last Pmt FY 17			100,000						
Interest			2,500						
06/15/08 08 Improvements	3.46%	2,500,000							
Principal-Last Pmt FY 18			250,000	250,000					
Interest			19,375	10,000					
11/18/98 Coakley OU-1 20 yr		3,605,773							
Principal-Last Pmt FY 19			180,289	180,289	180,289				
Interest-State recalculated interest starting in FY 15 saving \$62,049			4,597	3,065	1,532				
06/15/09 09 Improvements	2.96%	3,500,000							
Principal-Last Pmt FY 19			350,000	350,000	350,000				
Interest			52,500	35,000	17,500				
05/15/10 10 Improvements	2.48%	1,800,000							
Principal-Last Pmt FY 20			180,000	180,000	180,000	180,000			
Interest			31,500	24,300	16,200	8,100			
07/01/00 Coakley OU-2 20 yr		652,330							
Principal-Last Pmt FY 20			32,617	32,617	32,617	32,617			
Interest-State recalculated interest starting in FY 15 saving \$14,961			1,331	998	665	333			
06/15/16 Fire Apparatus	1.13%	523,290							
Principal-Last Pmt FY 21			108,290	105,000	105,000	105,000	100,000		
Interest			17,322	15,550	12,400	8,200	4,000		
12/14/11 11 Improvements	1.91%	6,400,000							
Principal-Last Pmt FY 22			640,000	640,000	640,000	640,000	640,000	640,000	
Interest			137,600	112,000	96,000	76,800	48,000	16,000	
06/27/13 13 Improvements	1.69%	2,267,000							
Principal-Last Pmt FY 23			225,000	225,000	225,000	225,000	225,000	225,000	225,000
Interest			47,250	40,500	33,750	27,000	20,250	13,500	6,750
06/25/14 14 Improvements	1.78%	5,750,000							
Principal-Last Pmt FY 24			575,000	575,000	575,000	575,000	575,000	575,000	575,000
Interest			212,750	184,000	155,250	143,750	115,000	86,250	57,500
06/23/15 15 Improvements	2.10%	3,475,000							
Principal-Last Pmt FY 25			350,000	350,000	350,000	350,000	345,000	345,000	345,000
Interest			118,100	104,100	90,100	76,100	62,100	55,200	41,400
06/23/15 Library-Refunded	2.09%	3,685,000							
Principal-Last Pmt FY 26			350,000	350,000	345,000	340,000	340,000	330,000	325,000
Interest			109,850	95,850	81,950	68,250	58,050	49,700	39,875
06/15/16 16 Improvements	1.38%	6,100,000							
Principal-Last Pmt FY 26			610,000	610,000	610,000	610,000	610,000	610,000	610,000
Interest			220,684	213,500	195,200	170,800	146,400	122,000	97,600
06/15/16 Fire Station 2 Replacement-Refunded	1.56%	1,713,000							
Principal-Last Pmt FY 28			188,000	188,500	175,000	175,000	175,000	171,500	170,000
Interest			74,789	69,165	61,660	54,660	47,660	40,660	33,800
06/15/16 Fire Station 2 Land-Refunded	1.56%	619,000							
Principal-Last Pmt FY 28			69,000	66,500	65,000	65,000	65,000	63,500	60,000
Interest			26,906	24,885	22,240	19,640	17,040	14,440	11,900
06/15/16 Fire Station 2 Replacement-Refunded	1.56%	708,500							
Principal-Last Pmt FY 29			75,000	75,000	75,000	75,000	75,000	70,000	70,000
Interest			25,889	33,590	29,840	26,090	23,840	22,340	19,540

**CITY OF PORTSMOUTH, NEW HAMPSHIRE
LONG-TERM DEBT SERVICE FORECAST MODEL**

			<u>FY 17</u>	<u>FY 18</u>	<u>FY 19</u>	<u>FY 20</u>	<u>FY 21</u>	<u>FY 22</u>	<u>FY 23</u>
Total General Fund-Gen Gov Issued Debt Principal Due			4,883,195	4,177,905	3,907,905	3,372,617	3,150,000	3,030,000	2,380,000
Total General Fund-Gen Gov Issued Debt Interest Due			1,127,693	966,502	814,288	679,723	542,340	420,090	308,365
Total General Fund-Gen Gov Issued Debt			6,010,888	5,144,408	4,722,193	4,052,339	3,692,340	3,450,090	2,688,365
Schools									
10/21/14	15 School Building Improvements	2.09%	375,000						
	Principal-Last Pmt FY 18		3 Yr	124,972	127,635				
	Interest			5,367	2,705				
06/15/08	08 School Building Improvements	3.46%	500,000						
	Principal-Last Pmt FY 18		10 Yr	50,000	50,000				
	Interest			3,875	2,000				
05/15/10	10 School Building Improvements	2.48%	500,000						
	Principal-Last Pmt FY 20		10 Yr	50,000	50,000	50,000	50,000		
	Interest			8,750	6,750	4,500	2,250		
06/27/13	13 School Building Improvements	1.69%	500,000						
	Principal-Last Pmt FY 23		10 Yr	50,000	50,000	50,000	50,000	50,000	50,000
	Interest			10,500	9,000	7,500	6,000	4,500	3,000
05/17/12	High School Renovations-Refunding	1.78%	17,325,000						
	Principal-Last Pmt FY 23		10 YR	1,745,000	1,720,000	1,700,000	1,690,000	1,680,000	1,665,000
	Interest			439,100	369,800	301,400	233,600	166,200	99,300
06/23/15	15 School Field Lighting	2.10%	750,000						
	Principal-Last Pmt FY 25		10 Yr	75,000	75,000	75,000	75,000	75,000	75,000
	Interest			25,500	22,500	19,500	16,500	13,500	12,000
06/15/16	16 School Building Improvements	1.37%	500,000						
	Principal-Last Pmt FY 26		10 Yr	50,000	50,000	50,000	50,000	50,000	50,000
	Interest			18,089	17,500	16,000	14,000	12,000	10,000
05/15/10	Middle School Renovation	3.34%	15,000,000						
	Principal-Last Pmt FY 30		20 YR	750,000	750,000	750,000	750,000	750,000	750,000
	Interest			397,500	367,500	333,750	300,000	266,250	243,750
12/14/11	Middle School Renovation	3.00%	22,500,000						
	Principal-Last Pmt FY 32		20 YR	1,125,000	1,125,000	1,125,000	1,125,000	1,125,000	1,125,000
	Interest			631,406	586,406	558,281	524,531	473,906	417,656
06/25/14	Middle School Renovation	2.87%	3,300,000						
	Principal-Last Pmt FY 34		20 YR	165,000	165,000	165,000	165,000	165,000	165,000
	Interest			128,700	120,450	112,200	108,900	100,650	92,400
06/15/16	16 Elementary Schools Renovations	2.14%	5,000,000						
	Principal-Last Pmt FY 36		20 YR	250,000	250,000	250,000	250,000	250,000	250,000
				154,000	152,500	145,000	135,000	125,000	105,000
Total General Fund-School Issued Debt Principal Due			4,434,972	4,412,635	4,215,000	4,205,000	4,145,000	4,130,000	4,115,000
Total General Fund-School Issued Debt Interest Due			1,822,788	1,657,111	1,498,131	1,340,781	1,162,006	993,106	832,681
Total General Fund-School Issued Debt			6,257,760	6,069,746	5,713,131	5,545,781	5,307,006	5,123,106	4,947,681
Total General Fund- Issued Debt Principal Due			9,318,167	8,590,540	8,122,905	7,577,617	7,295,000	7,160,000	6,495,000
Total General Fund-Issued Debt Interest Due			2,950,481	2,623,613	2,312,419	2,020,504	1,704,346	1,413,196	1,141,046
Total General Fund-Issued Debt			12,268,648	11,214,154	10,435,324	9,598,120	8,999,346	8,573,196	7,636,046
Issued Debt Related Revenues									
GF	Use of Unused Bond Proceeds								
GF	Coakley Landfill State Aid		(39,087)	(38,077)	(37,067)				
GF	Use of Debt Reserve		(1,700,000)	(1,700,000)	(1,700,000)	(1,700,000)	(1,900,000)	(1,900,000)	(1,900,000)
GF	School Building Aid (High School 55%)		(1,016,222)	(1,016,222)	(1,016,222)	(1,016,222)	(1,016,222)	(1,016,222)	(1,016,222)
GF	School Building Aid on \$15m (Middle School 40%)		(302,873)	(302,873)	(302,873)	(302,873)	(302,873)	(302,873)	(302,873)
GF	School Building Aid on \$22.5m (Middle School 40%)		(451,210)	(451,210)	(451,210)	(451,210)	(451,210)	(451,210)	(451,210)
GF	School Building Aid on \$3.3m (Middle School Estimate 40%)		(66,000)	(66,000)	(66,000)	(66,000)	(66,000)	(66,000)	(66,000)
Total Issued Debt Related Revenues-General Fund			(3,575,392)	(3,574,382)	(3,573,372)	(3,536,305)	(3,736,305)	(3,736,305)	(3,736,305)
Total Net Issued Debt-General Fund			8,693,256	7,639,772	6,861,952	6,061,815	5,263,041	4,836,891	3,899,741

**CITY OF PORTSMOUTH, NEW HAMPSHIRE
LONG-TERM DEBT SERVICE FORECAST MODEL**

		<u>FY 17</u>	<u>FY 18</u>	<u>FY 19</u>	<u>FY 20</u>	<u>FY 21</u>	<u>FY 22</u>	<u>FY 23</u>
<u>GENERAL FUND-Projected Future Debt</u>								
Allocation to Debt reserve								
Issued and Refunding Difference Budgeted vs actual		64,600						
20 yr 3.75% ELEMENTARY SCHOOL UPGRADES	5,000,000	93,750	437,500	428,125	418,750	409,375	400,000	390,625
<u>Authorized 04/18/16</u>								
10 yr 3.75% CHESTNUT AREA IMPROVEMENTS	200,000	3,750	27,500	26,750	26,000	25,250	24,500	23,750
10 yr 3.75% MULTI-PURPOSE RECREATION FIELD (FMR. STUMP DUMP)	1,750,000	54,250	240,625	234,063	227,500	220,938	214,375	207,813
10 yr 3.75% OUTDOOR POOL UPGRADES	500,000	9,375	68,750	66,875	65,000	63,125	61,250	59,375
10 yr 3.75% CITYWIDE FACILITIES CAPITAL IMPROVEMENTS	1,000,000	18,750	137,500	133,750	130,000	126,250	122,500	118,750
10 yr 3.75% MCDONOUGH ST AREA IMPROVEMENTS	400,000	7,500	55,000	53,500	52,000	50,500	49,000	47,500
10 yr 3.75% PEASE ROADWAY IMPROVEMENTS	2,500,000	46,875	343,750	334,375	325,000	315,625	306,250	296,875
10 yr 3.75% BANFIELD ROAD IMPROVEMENTS	500,000	9,375	68,750	66,875	65,000	63,125	61,250	59,375
<u>Authorized 07/11/16</u>								
5 yr 3.75% FIRE RESCUE #3	400,000	7,500	95,000	92,000	89,000	86,000	83,000	
10 yr 3.75% FIRE STATION THREE REHABILITATION	610,000	11,438	83,875	81,588	79,300	77,013	74,725	72,438
<u>Authorized 02/6/17</u>								
Total FY 17 New Bonding	12,860,000							
5 yr 3.75% FIRE BOAT	180,000		3,375	42,075	40,725	39,375	38,025	36,675
20 yr 3.75% ELEMENTARY SCHOOL UPGRADES	5,000,000		93,750	432,813	423,438	414,063	404,688	395,313
<u>Authorized 04/3/17</u>								
10 yr 3.75% HIGH SCHOOL ATHLETIC FIELD LIGHTING	550,000		10,313	74,594	72,531	70,469	68,406	66,344
10 yr 3.75% CITY FIELDS LIGHTING	600,000		11,250	81,375	79,125	76,875	74,625	72,375
10 yr 3.75% MAPLEWOOD AVE COMPLETE STREET	450,000		8,438	61,031	59,344	57,656	55,969	54,281
10 yr 3.75% NORTH POND MULTI USE PATH	500,000		9,375	67,813	65,938	64,063	62,188	60,313
10 yr 3.75% CITYWIDE SIDEWALK RECONSTRUCTION PROGRAM	800,000		15,000	108,500	105,500	102,500	99,500	96,500
10 yr 3.75% LAFAYETTE RD/ANDREW JARVIS INTERSECTION	800,000		15,000	108,500	105,500	102,500	99,500	96,500
10 yr 3.75% HOOVER/TAFT DRAINAGE UPGRADE	250,000		4,688	33,906	32,969	32,031	31,094	30,156
10 yr 3.75% PLEASANT STREET RECONSTRUCTION	750,000		14,063	101,719	98,906	96,094	93,281	90,469
10 yr 3.75% NEW FRANKLIN/WOODBURY CORRIDOR IMPROVEMENTS	500,000		9,375	67,813	65,938	64,063	62,188	60,313
10 yr 3.75% MCDONOUGH STREET IMPROVEMENTS	800,000		15,000	108,500	105,500	102,500	99,500	96,500
10 yr 3.75% ISLINGTON STREET-STREETSCAPE IMPROVEMENTS	2,500,000		46,875	339,063	329,688	320,313	310,938	301,563
10 yr 3.75% STREET PAVING, MANAGEMENT AND REHABILITATION	3,000,000		56,250	406,875	395,625	384,375	373,125	361,875
Total FY 18 New Bonding	16,680,000							

**CITY OF PORTSMOUTH, NEW HAMPSHIRE
LONG-TERM DEBT SERVICE FORECAST MODEL**

		<u>FY 17</u>	<u>FY 18</u>	<u>FY 19</u>	<u>FY 20</u>	<u>FY 21</u>	<u>FY 22</u>	<u>FY 23</u>
5 yr 3.75%	FIRE ENGINE #6	600,000		11,250	140,250	135,750	131,250	126,750
10 yr 3.75%	SCHOOL FACILITIES CAPITAL IMPROVEMENTS	500,000		9,375	67,813	65,938	64,063	62,188
20 yr 3.75%	ELEMENTARY SCHOOL UPGRADES	5,000,000		93,750	432,813	423,438	414,063	404,688
10 yr 3.75%	KEARSARGE WAY BRIDGE DECK REPAIR	350,000		6,563	47,469	46,156	44,844	43,531
10 yr 3.75%	LONGMEADOW ROAD EXTENSION	700,000		13,125	94,938	92,313	89,688	87,063
10 yr 3.75%	PEVERLY HILL ROAD IMPROVEMENTS	2,200,000		41,250	298,375	290,125	281,875	273,625
10 yr 3.75%	MARKET ST GATEWAY IMPROVEMENTS	1,500,000		28,125	203,438	197,813	192,188	186,563
	Total FY 19 New Bonding	10,850,000						
20 yr 3.75%	POLICE STATION	11,000,000			206,250	952,188	931,563	910,938
10 yr 3.75%	EXISTING RECREATION FIELDS IMPROVEMENTS	1,000,000			18,750	135,625	131,875	128,125
20 yr 3.75%	RECYCLING & SOLID WASTE TRANSFER STATION	2,750,000			51,563	238,047	232,891	227,734
10 yr 3.75%	OUTDOOR POOL UPGRADES	500,000			9,375	67,813	65,938	64,063
10 yr 3.75%	CITYWIDE FACILITIES CAPITAL IMPROVEMENTS	1,000,000			18,750	135,625	131,875	128,125
10 yr 3.75%	MARKET SQUARE UPGRADES	1,000,000			18,750	135,625	131,875	128,125
10 yr 3.75%	CITYWIDE SIDEWALK RECONSTRUCTION PROGRAM	800,000			15,000	108,500	105,500	102,500
10 yr 3.75%	RUSSELL-MARKET INTERSECTION UPGRADES	1,000,000			18,750	135,625	131,875	128,125
10 yr 3.75%	STREET PAVING, MANAGEMENT AND REHABILITATION	3,000,000			56,250	406,875	395,625	384,375
10 yr 3.75%	PEASE-ROADWAY REHABILITATIONS	750,000			18,750	135,625	131,875	128,125
	Total FY 20 New Bonding	22,800,000						
5 yr 3.75%	FIRE LADDER #2	800,000				15,000	187,000	181,000
10 yr 3.75%	OUTDOOR RECREATION FIELDS-CITY OWED-CAMPUS DR	3,000,000				56,250	406,875	395,625
10 yr 3.75%	ELWYN PARK SIDEWALKS PHASE I	980,000				18,375	132,913	129,238
10 yr 3.75%	BANFIELD ROAD IMPROVEMENTS	375,000				7,031	50,859	49,453
10 yr 3.75%	JUNKINS AVENUE	1,100,000				20,625	149,188	145,063
	Total FY 21 New Bonding	6,255,000						
10 yr 3.75%	SCHOOL FACILITIES CAPITAL IMPROVEMENTS	500,000					9,375	67,813
20 yr 3.75%	INDOOR RECREATION FACILITY	2,000,000					37,500	173,125
10 yr 3.75%	CITYWIDE SIDEWALK RECONSTRUCTION PROGRAM	800,000					15,000	108,500
20 yr 3.75%	MAPLEWOOD AVE CULVERT REPLACEMENT	3,800,000					71,250	328,938
10 yr 3.75%	STREET PAVING, MANAGEMENT AND REHABILITATION	3,000,000					56,250	406,875
10 yr 3.75%	PEASE-ROADWAY REHABILITATIONS	750,000					18,750	135,625
	Total FY 22 New Bonding	10,850,000						

**CITY OF PORTSMOUTH, NEW HAMPSHIRE
LONG-TERM DEBT SERVICE FORECAST MODEL**

	<u>FY 17</u>	<u>FY 18</u>	<u>FY 19</u>	<u>FY 20</u>	<u>FY 21</u>	<u>FY 22</u>	<u>FY 23</u>
10 yr 3.75% BLEACHER/GRANSTANDS							18,750
10 yr 3.75% CITYWIDE FACILITIES CAPITAL IMPROVEMENTS							18,750
10 yr 3.75% PEIRCE ISLAND BRIDGE REPLACEMENT							31,500
10 yr 3.75% NORTH POND MULTI USE PATH							46,875
10 yr 3.75% US RT 1 NEW SIDEWALK CONSTRUCTION							39,375
10 yr 3.75% ELWYN RD SIDEWALK EXTENSION							28,125
Total FY 23 New Bonding		9,780,000					
Total Projected Future Debt (FY18-FY23) Does not include FY 17		77,215,000					
Total General Fund-Projected Future Debt	327,163	1,871,000	3,755,913	5,175,556	7,184,434	8,013,694	8,914,944
Future Debt Related Revenues							
Total Future Debt Related Revenues-General Fund	-	-	-	-	-	-	-
Total Net Projected Future Debt-General Fund	327,163	1,871,000	3,755,913	5,175,556	7,184,434	8,013,694	8,914,944
Total Gross Issued and Projected Debt-General Fund	12,595,810	13,085,154	14,191,237	14,773,677	16,183,781	16,586,890	16,550,990
Total Debt Related Revenues Actual and Projected	(3,575,392)	(3,574,382)	(3,573,372)	(3,536,305)	(3,736,305)	(3,736,305)	(3,736,305)
Total Net Issued and Projected Debt-General Fund	9,020,419	9,510,772	10,617,864	11,237,372	12,447,476	12,850,585	12,814,685

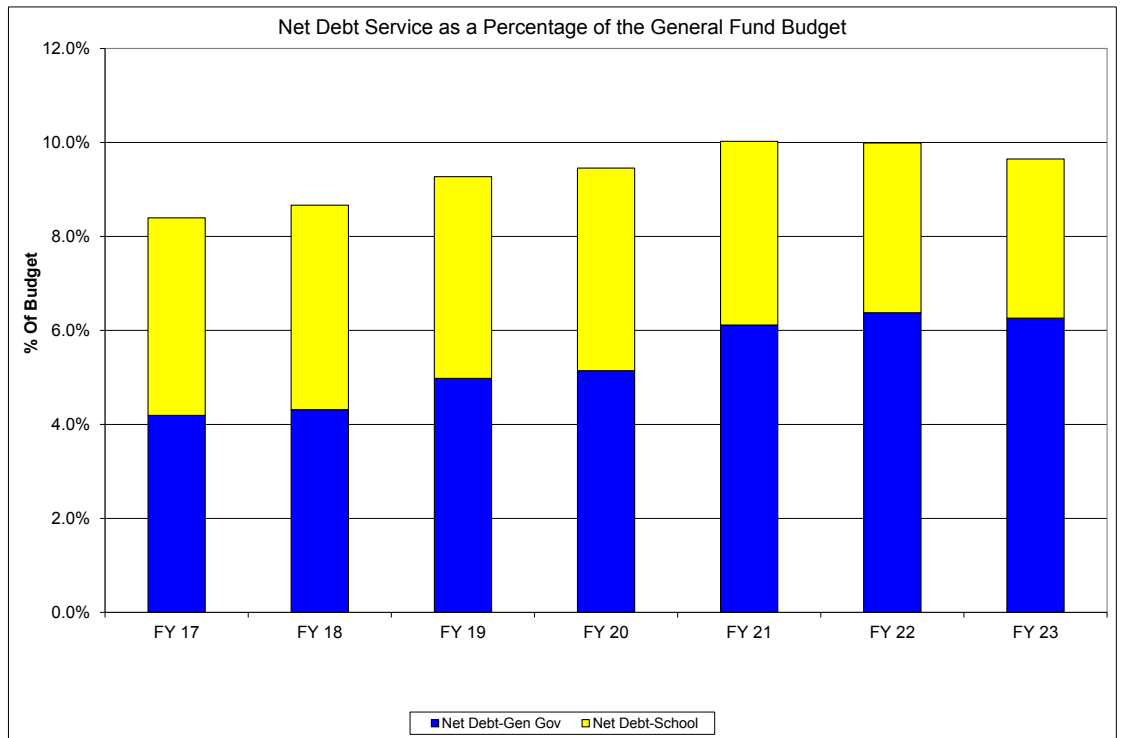
GENERAL FUND

**CITY OF PORTSMOUTH, NEW HAMPSHIRE
LONG TERM DEBT SERVICE FORECAST MODEL**

City of Portsmouth

Net Debt Service as a Percentage of the General Fund Budget

	<u>FY 17</u>	<u>FY 18</u>	<u>FY 19</u>	<u>FY 20</u>	<u>FY 21</u>	<u>FY 22</u>	<u>FY 23</u>
Total Gen Fund Without Debt Service	94,867,033	96,670,051	100,304,845	104,076,307	107,989,576	112,049,984	116,263,064
(increase 3.76% in FY 19 and beyond)							
Existing Debt Service-School	6,257,760	6,069,746	5,713,131	5,545,781	5,307,006	5,123,106	4,947,681
Existing Debt Service-Gen Gov	6,010,888	5,144,408	4,722,193	4,052,339	3,692,340	3,450,090	2,688,365
Projected Debt Service-School	93,750	541,563	1,038,656	1,415,344	1,383,281	1,360,594	1,386,969
Projected Debt Service-Gen Gov	233,413	1,329,438	2,717,256	3,760,213	5,801,153	6,653,100	7,527,975
Total Gross Debt Service	12,595,810	13,085,154	14,191,237	14,773,677	16,183,781	16,586,890	16,550,990
Total Net Debt	9,020,419	9,510,772	10,617,864	11,237,372	12,447,476	12,850,585	12,814,685
Total Projected General Fund Budget	107,462,843	109,755,205	114,496,082	118,849,984	124,173,357	128,636,874	132,814,054
Percentage Net Debt-School of Budget	4.20%	4.35%	4.29%	4.31%	3.91%	3.61%	3.39%
Percentage Net Debt-Gen Gov of Budget	4.19%	4.31%	4.98%	5.14%	6.12%	6.38%	6.26%
Total Percentage Net Debt Service of Budget:	8.39%	8.67%	9.27%	9.46%	10.02%	9.99%	9.65%



CITY OF PORTSMOUTH, NEW HAMPSHIRE
 LONG-TERM DEBT SERVICE FORECAST MODEL

	<u>FY 17</u>	<u>FY 18</u>	<u>FY 19</u>	<u>FY 20</u>	<u>FY 21</u>	<u>FY 22</u>	<u>FY 23</u>
ISSUED DEBT							
<u>PARKING & TRANSPORTATION FUND-Issued Debt</u>	<u>FY 17</u>	<u>FY 18</u>	<u>FY 19</u>	<u>FY 20</u>	<u>FY 21</u>	<u>FY 22</u>	<u>FY 23</u>
Total Parking/Trans Fund Issued Debt Principal Due	-	-	-	-	-	-	-
Total Parking/Trans Fund Issued Debt Interest Due	-	-	-	-	-	-	-
Total Parking/TransFund-Issued Debt	-	-	-	-	-	-	-
PROJECTED FUTURE DEBT:							
<u>PARKING/TRANSPORTATION FUND- Projected Future Debt</u>	<u>FY 17</u>	<u>FY 18</u>	<u>FY 19</u>	<u>FY 20</u>	<u>FY 21</u>	<u>FY 22</u>	<u>FY 23</u>
20 yr 3.75% <u>PARKING FACILITY - DOWNTOWN LOCATION</u> <u>Authorized 05/04/15</u>	23,200,000	169,925	464,000	1,972,000	1,931,400	1,890,800	1,850,200
20 yr 3.75% <u>HIGH HANOVER UPGRADES</u>	5,000,000			93,750	432,813	423,438	414,063
Total Parking/Transportation Fund-Projected Future Debt	169,925	464,000	2,065,750	2,364,213	2,314,238	2,264,263	2,214,288
<u>Future Debt Related Revenues</u>	<u>FY 17</u>	<u>FY 18</u>	<u>FY 19</u>	<u>FY 20</u>	<u>FY 21</u>	<u>FY 22</u>	<u>FY 23</u>
Total Future Debt Related Revenues-Parking/Transportation Fund	-	-	-	-	-	-	-
Total Net Projected Future Debt-Parking/Transportation Fund	169,925	464,000	2,065,750	2,364,213	2,314,238	2,264,263	2,214,288
Total Net Issued and Projected Debt-Parking/Transportation Fund	169,925	464,000	2,065,750	2,364,213	2,314,238	2,264,263	2,214,288

CITY OF PORTSMOUTH, NEW HAMPSHIRE
 LONG-TERM DEBT SERVICE FORECAST MODEL

	<u>FY 17</u>	<u>FY 18</u>	<u>FY 19</u>	<u>FY 20</u>	<u>FY 21</u>	<u>FY 22</u>	<u>FY 23</u>
<u>ISSUED DEBT</u>							
<u>DEBT SERVICE FUND-Issued Debt</u>							
<u>06/15/16 Commerce Way-Betterment</u> <u>1.39%</u> <u>1,524,710</u>							
Principal-Last Pmt FY 26	134,710	135,000	135,000	140,000	150,000	155,000	160,000
Interest	55,679	54,250	50,200	44,800	39,200	33,200	27,000
Total Debt Service Fund Issued Debt Principal Due	134,710	135,000	135,000	140,000	150,000	155,000	160,000
Total Debt Service Fund Issued Debt Interest Due	55,679	54,250	50,200	44,800	39,200	33,200	27,000
Total Debt Service Fund-Issued Debt	190,388.77	189,250.00	185,200.00	184,800.00	189,200.00	188,200.00	187,000.00
<u>Issued Debt Related Revenues</u>							
Properties Subject to Commerce Way Betterment Assessment	(190,389)	(189,250)	(185,200)	(184,800)	(189,200)	(188,200)	(187,000)
Total Net Issued Debt Service Fund	-	-	-	-	-	-	-

WATER FUND

**CITY OF PORTSMOUTH, NEW HAMPSHIRE
LONG-TERM DEBT SERVICE FORECAST MODEL
CASH BASIS**

	<u>FY 17</u>	<u>FY 18</u>	<u>FY 19</u>	<u>FY 20</u>	<u>FY 21</u>	<u>FY 22</u>	<u>FY 23</u>	
<u>ISSUED DEBT</u>								
<u>WATER FUND-Issued Debt</u>								
05/15/02 Upgrade Motor Control Center	3.98%	300,000						
Principal-Last Pmt FY 22		15,000	15,000	15,000	15,000	15,000	15,000	
Interest		3,579	2,982	2,386	1,790	1,193	597	
05/15/02 Corrosion Control Program	3.80%	288,000						
Principal-Last Pmt FY 22		14,400	14,400	14,400	14,400	14,400	14,400	
Interest		3,284	2,736	2,189	1,642	1,095	548	
11/01/02 Constitution Avenue	3.70%	4,800,000						
Principal-Last Pmt FY 23		240,000	240,000	240,000	240,000	240,000	240,000	
Interest		62,228	53,338	44,448	35,559	26,669	17,780	
12/01/02 Spinney Tank	3.73%	1,162,560						
Principal-Last Pmt FY 23		58,128	58,128	58,128	58,128	58,128	58,128	
Interest		15,170	13,003	10,836	8,669	6,502	4,335	
06/01/08 Madbury Treatment Plant-Design	2.49%	2,000,000						
Principal-Last Pmt FY 28		100,000	100,000	100,000	100,000	100,000	100,000	
Interest		41,856	38,368	34,880	31,392	27,904	24,416	
01/15/09 Madbury Treatment Plant-Refunded	1.56%	7,921,500						
Principal-Last Pmt FY 29		845,000	845,000	840,000	795,000	795,000	795,000	
Interest		290,911	377,260	335,010	293,010	269,160	253,260	
02/01/12 Madbury Treatment Plant	2.72%	5,000,000						
Principal-Last Pmt FY 32		250,000	250,000	250,000	250,000	250,000	250,000	
Interest		108,800	102,000	95,200	88,400	81,600	74,800	
06/25/14 Hobbs Hill Water Tank	2.87%	3,500,000						
Principal-Last Pmt FY 34		175,000	175,000	175,000	175,000	175,000	175,000	
Interest		136,500	127,750	119,000	115,500	106,750	98,000	
06/23/15 FY 15 Water Improvements	2.99%	4,800,000						
Principal-Last Pmt FY 35		240,000	240,000	240,000	240,000	240,000	240,000	
Interest		158,400	148,800	139,200	129,600	120,000	115,200	
06/15/16 FY 16 Water Improvements	2.14%	4,100,000						
Principal-Last Pmt FY 36		205,000	205,000	205,000	205,000	205,000	205,000	
Interest		126,280	125,050	118,900	110,700	102,500	94,300	
Total Water Fund Issued Debt Principal Due		2,142,528	2,142,528	2,137,528	2,092,528	2,092,528	2,063,128	
Total Water Fund Issued Debt Interest Due		947,008	991,287	902,049	816,262	743,373	602,396	
Total Water Fund-Issued Debt		3,089,536	3,133,815	3,039,577	2,908,790	2,835,901	2,775,764	
							2,665,524	
<u>PROJECTED FUTURE DEBT:</u>								
<u>WATER FUND-Projected Future Debt</u>								
Issued/Refunded Difference Budgeted vs actual		193,809						
20 yr	FY16-New Castle Water Lines Improvements	3.75%	3,000,000	No projection on project				
20 yr	FY17-Annual Waterline Replacement	3.75%	1,500,000	28,125	129,844	127,031	124,219	121,406
20 yr	FY17-Water System Pressure and Storage Im	3.75%	750,000	14,063	64,922	63,516	62,109	60,703
	Authorized 07/11/16							
20 yr	FY18-Annual Waterline Replacement	3.75%	2,500,000			216,406	211,719	207,031
10 yr	FY18-Pleasant Street Water Line	3.75%	600,000			81,375	79,125	76,875
20 yr	FY 19-New Groundwater Source	3.75%	2,500,000			46,875	216,406	211,719
10 yr	FY20-Reservoir Management	3.75%	500,000				9,375	67,813
10 yr	FY 20 Madbury Well 5	3.75%	500,000				9,375	67,813
20 yr	FY 21 Water Transmission Main Replacement	3.75%	5,500,000				103,125	476,094
	Total Projected		12,100,000					
	Total Projected Future Debt (FY18-FY23) Does not include pre FY 18							
	Total Water Fund-Projected Future Debt		235,997	194,766	535,203	712,328	916,484	1,269,859
	Total Issued and Projected Debt Water Fund		3,325,533	3,328,581	3,574,780	3,621,118	3,752,385	4,045,623
								3,905,477

SEWER FUND

**CITY OF PORTSMOUTH, NEW HAMPSHIRE
LONG-TERM DEBT SERVICE FORECAST MODEL
CASH BASIS**

	<u>FY 17</u>	<u>FY 18</u>	<u>FY 19</u>	<u>FY 20</u>	<u>FY 21</u>	<u>FY 22</u>	<u>FY 23</u>
ISSUED DEBT							
SEWER FUND-Issued Debt							
12/21/00 Pease WWTP	6,586,836						
Principal-Last Pmt FY 20		321,450	321,450	321,450	321,450		
Interest-State recalculated interest starting in FY 15 total saving \$226,950		13,115	9,836	6,558	3,279		
06/11/02 Sewer Projects Phase 1	4,931,361						
Principal-Last Pmt FY 22		246,568	246,568	246,568	246,568	246,568	246,568
Interest-State recalculated interest starting in FY 15 total saving \$197,808		20,120	16,767	13,413	10,060	6,707	3,353
09/12/12 SSES - State Street	1.94% 1,500,000						
Principal-Last Pmt FY 23		150,043	150,043	150,043	150,043	150,043	150,043
Interest-State recalculated interest starting in FY 15 total saving \$27,268		12,244	10,203	8,162	6,122	4,081	2,041
05/04/05 Sewer Projects Phase 2	8,898,110						
Principal-Last Pmt FY 25		444,905	444,905	444,905	444,905	444,905	444,905
Interest-State recalculated interest starting in FY 15 total saving \$504,176		74,878	66,558	58,238	49,918	41,599	33,279
06/15/16 FY16-Sewer System Improvements	2.01% 1,000,000						
Principal-Last Pmt FY 26		100,000	100,000	100,000	100,000	100,000	100,000
Interest		36,178	35,000	32,000	28,000	24,000	20,000
12/01/08 Sewer Projects Phase 3	5,508,137						
Principal-Last Pmt FY 28		275,407	275,407	275,407	275,407	275,407	275,407
Interest-State recalculated interest starting in FY 15 total saving \$306,168		78,656	72,102	65,547	58,992	52,437	45,883
12/01/08 Lower Court Street Loan	688,562						
Principal-Last Pmt FY 28		34,428	34,428	34,428	34,428	34,428	34,428
Interest-State recalculated interest starting in FY 15 total saving \$36,048		9,833	9,013	8,194	7,375	6,555	5,736
01/01/11 Rye Line Pump Station Upgrades	1,069,714						
Principal-Last Pmt FY 30		53,486	53,486	53,486	53,486	53,486	53,486
Interest-State recalculated interest starting in FY 15 total saving \$25,456		19,349	17,967	16,585	15,203	13,821	12,439
01/01/11 201 Facilities Plan Updates	1,000,000						
Principal-Last Pmt FY 30		50,000	50,000	50,000	50,000	50,000	50,000
Interest-State recalculated interest starting in FY 15 total saving \$24,288		18,088	16,796	15,504	14,212	12,920	11,628
12/16/11 LTCP Bartlett St. Area Sewer Ext	5,290,233						
Principal-Last Pmt FY 31		264,512	264,512	264,512	264,512	264,512	264,512
Interest-State recalculated interest starting in FY 15 total saving \$191,222		103,874	96,949	90,024	83,099	76,174	69,249
12/14/11 P.I.W.W.T.P. Prel. Eng and LTCP Imp	3.00% 3,000,000						
Principal-Last Pmt FY 32		150,000	150,000	150,000	150,000	150,000	150,000
Interest		84,188	78,188	74,438	69,938	63,188	55,688
03/19/12 LTCP Contract #3B and Cass St Area	2.31% 8,000,000						
Principal-Last Pmt FY 32		400,000	400,000	400,000	400,000	400,000	400,000
Interest		202,500	186,500	170,500	154,500	138,500	122,500
06/27/13 LTCP Contract #3C Lincoln Area	2.66% 3,929,000						
Principal-Last Pmt FY 33		200,000	200,000	195,000	195,000	195,000	195,000
Interest		101,310	95,310	89,310	83,460	77,610	71,760
06/01/14 LTCP Contract #3C	2.38% 5,595,874						
Principal-Last Pmt FY 33		279,794	279,794	279,794	279,794	279,794	279,794
Interest		159,438	150,059	140,680	131,302	121,923	112,544
06/25/14 Peirce Island WWTP	2.87% 10,000,000						
Principal-Last Pmt FY 34		500,000	500,000	500,000	500,000	500,000	500,000
Interest		390,000	365,000	340,000	330,000	305,000	280,000
06/25/14 Pease WWTP	2.87% 3,500,000						
Principal-Last Pmt FY 34		175,000	175,000	175,000	175,000	175,000	175,000
Interest		136,500	127,750	119,000	115,500	106,750	98,000
06/23/15 Pease WWTP	2.99% 1,000,000						
Principal-Last Pmt FY 35		50,000	50,000	50,000	50,000	50,000	50,000
Interest		33,000	31,000	29,000	27,000	25,000	24,000
06/15/16 Lafayette Rd Pumping Station	2.01% 3,000,000						
Principal-Last Pmt FY 36		150,000	150,000	150,000	150,000	150,000	150,000
Interest		92,400	91,500	87,000	81,000	75,000	69,000
Total Interest savings from State recalculation FY 15 - FY 31	\$1,539,384						
Total Sewer Fund Issued Debt Principal Due	3,845,593	3,845,593	3,840,593	3,840,593	3,519,142	3,519,142	3,122,531
Total Sewer Fund Issued Debt Interest Due	1,585,669	1,476,497	1,364,153	1,268,958	1,151,264	1,037,099	923,433
Total Sewer Fund-Issued Debt	5,431,262	5,322,090	5,204,745	5,109,551	4,670,407	4,556,241	4,045,965
Issued Debt Related Revenues							
	<u>FY 17</u>	<u>FY 18</u>	<u>FY 19</u>	<u>FY 20</u>	<u>FY 21</u>	<u>FY 22</u>	<u>FY 23</u>
SEWER Pease Development Authority	(137,054)	(131,863)	(126,672)	(121,481)			
SEWER Pease WWTP-State Aid C-595	(100,370)	(99,386)	(98,402)	(97,420)			
SEWER Phase 1-State Aid	(80,006)	(79,000)	(77,994)	(76,989)	(75,983)	(74,977)	
SEWER Phase 2-State Aid C-706	(155,935)	(153,439)	(150,943)	(148,448)	(145,952)	(143,455)	(140,959)
Total Issued Debt Related Revenues-Sewer Fund	(473,365)	(463,688)	(454,011)	(444,338)	(221,935)	(218,432)	(140,959)
Total Net Issued Debt-Sewer Fund	4,957,897	4,858,402	4,750,734	4,665,213	4,448,472	4,337,809	3,905,006

SEWER FUND

**CITY OF PORTSMOUTH, NEW HAMPSHIRE
LONG-TERM DEBT SERVICE FORECAST MODEL
CASH BASIS**

SEWER FUND-Projected Future Debt				FY 17	FY 18	FY 19	FY 20	FY 21	FY 22	FY 23
Issued Difference Budgeted vs actual				21,422						
20 yr	FY17-P.I.W.W.T.P. Upgrades		75,000,000	388,765	421,084	362,839	476,114	5,152,800	5,073,285	4,993,770
	<u>Authorized 03/14/16</u>	SRF								
10 yr	FY17-Goose Bay Drive Sewer	3.75%	500,000	9,375	67,813	65,938	64,063	62,188	60,313	58,438
20 yr	FY17-Annual Sewer Line Replacement	3.75%	2,500,000	46,875	216,406	211,719	207,031	202,344	197,656	192,969
10 yr	FY17-Pumping Station Upgrades	3.75%	400,000	7,500	54,250	52,750	51,250	49,750	48,250	46,750
	<u>Authorized 07/11/16</u>									
10 yr	FY18-Consent Mitigation	3.75%	400,000			54,250	52,750	51,250	49,750	48,250
20 yr	FY18-Peirce Island Wastewater treatment Plant	3.75%	3,500,000			302,969	296,406	289,844	283,281	276,719
20 yr	FY18-Annual Sewer Line Replacement	3.75%	3,000,000			259,688	254,063	248,438	242,813	237,188
10 yr	FY 18-Pumping Station	3.75%	700,000			94,938	92,313	89,688	87,063	84,438
10 yr	FY 18-Union Street Sewer	3.75%	700,000			94,938	92,313	89,688	87,063	84,438
20 yr	FY19-Peirce Island Wastewater treatment Plant	3.75%	2,300,000			43,125	199,094	194,781	190,469	186,156
20 yr	FY19-Pease Wastewater Treatment Plant	3.75%	7,200,000			135,000	623,250	609,750	596,250	582,750
20 yr	FY20-Consent Mitigation	3.75%	2,500,000				46,875	216,406	211,719	207,031
20 yr	FY20-Peirce Island Wastewater treatment Plant	3.75%	1,100,000				20,625	95,219	93,156	91,094
20 yr	FY20-Long Term Control Plan	3.75%	3,000,000				56,250	259,688	254,063	248,438
10 yr	FY20-Pumping Station Upgrades	3.75%	400,000				7,500	54,250	52,750	51,250
20 yr	FY20-Regional Degester Facility at Pease WWTF	3.75%	1,200,000				22,500	103,875	101,625	99,375
20 yr	FY21-Mechanic St. Pumping Station Upgrade	3.75%	1,500,000					28,125	129,844	127,031
20 yr	FY22-Mechanic St. Pumping Station Upgrade	3.75%	8,000,000						150,000	692,500
10 yr	FY22-Pumping Station Upgrades	3.75%	400,000						7,500	54,250
20 yr	FY22-Regional Degester Facility at Pease WWTF	3.75%	16,500,000						309,375	1,428,281
	Total Projected		52,400,000							
Total Projected Future Debt (FY18-FY23) Does not include pre FY 18										
Total Sewer Fund-Projected Future Debt				473,937	759,553	1,678,152	2,562,396	7,798,081	8,226,223	9,791,114
Future Debt Related Revenues										
				FY 17	FY 18	FY 19	FY 20	FY 21	FY 22	FY 23
No Anticipated Revenues for New Debt				-	-	-	-	-	-	-
Total Future Debt Related Revenues-Sewer Fund				-	-	-	-	-	-	-
Total Net Projected Future Debt-Sewer Fund				473,937	759,553	1,678,152	2,562,396	7,798,081	8,226,223	9,791,114
Total Gross Issued and Projected Debt-Sewer				5,905,199	6,081,642	6,882,897	7,671,947	12,468,488	12,782,464	13,837,079
Total Net Issued and Projected Debt-Sewer Fund				5,431,834	5,617,954	6,428,886	7,227,609	12,246,553	12,564,032	13,696,120

**CITY OF PORTSMOUTH, NEW HAMPSHIRE
LONG-TERM DEBT SERVICE FORECAST MODEL**

City of Portsmouth

Outstanding Debt Service by Fiscal Year

Fiscal Year	General Fund-Gen Gov				General Fund-School				Total General Fund				
		Principal	Interest		Principal	Interest			Principal	Interest			
<u>FY 18</u>	1	4,177,905	966,502	16%	16%	4,412,635	1,657,310	10%	10%	8,590,540	2,623,812	12%	12%
<u>FY 19</u>	2	3,907,905	814,288	15%	32%	4,215,000	1,498,131	9%	19%	8,122,905	2,312,419	11%	23%
<u>FY 20</u>	3	3,372,617	679,723	13%	45%	4,205,000	1,340,781	9%	28%	7,577,617	2,020,504	11%	34%
<u>FY 21</u>	4	3,150,000	542,340	12%	57%	4,145,000	1,162,006	9%	37%	7,295,000	1,704,346	10%	44%
<u>FY 22</u>	5	3,030,000	420,090	12%	69%	4,130,000	993,106	9%	46%	7,160,000	1,413,196	10%	54%
<u>FY 23</u>	6	2,380,000	308,365	9%	78%	4,115,000	832,681	9%	55%	6,495,000	1,141,046	9%	63%
<u>FY 24</u>	7	2,150,000	212,990	8%	87%	2,415,000	716,806	5%	60%	4,565,000	929,796	6%	70%
<u>FY 25</u>	8	1,575,000	122,840	6%	93%	2,415,000	633,556	5%	65%	3,990,000	756,396	6%	75%
<u>FY 26</u>	9	1,225,000	59,940	5%	97%	2,340,000	544,681	5%	70%	3,565,000	604,621	5%	80%
<u>FY 27</u>	10	295,000	17,240	1%	99%	2,290,000	457,400	5%	75%	2,585,000	474,640	4%	84%
<u>FY 28</u>	11	290,000	9,940	1%	100%	2,290,000	382,059	5%	80%	2,580,000	391,999	4%	87%
<u>FY 29</u>	12	68,500	2,740	0%	100%	2,290,000	303,663	5%	85%	2,358,500	306,403	3%	91%
<u>FY 30</u>	13					2,290,000	222,688	5%	90%	2,290,000	222,688	3%	94%
<u>FY 31</u>	14					1,540,000	138,900	3%	94%	1,540,000	138,900	2%	96%
<u>FY 32</u>	15					1,540,000	79,800	3%	97%	1,540,000	79,800	2%	98%
<u>FY 33</u>	16					415,000	43,200	1%	98%	415,000	43,200	1%	99%
<u>FY 34</u>	17					415,000	29,100	1%	99%	415,000	29,100	1%	99%
<u>FY 35</u>	18					250,000	15,000	1%	99%	250,000	15,000	0%	100%
<u>FY 36</u>	19					250,000	7,500	1%	100%	250,000	7,500	0%	100%

Totals	25,621,927	4,156,998			45,962,635	11,058,369			71,584,562	15,215,367		
Revenue	(11,337,858)				(18,446,577)				(29,784,435)			
Net Debt	14,284,069				27,516,058				41,800,127			

Fiscal Year	Parking/Transportation Fund				Debt Service Fund				Total Governmental Funds			
		Principal	Interest		Principal	Interest			Principal	Interest		
<u>FY 18</u>	1		0%	0%	135,000	54,250	0%	0%	8,725,540	2,678,062	12%	12%
<u>FY 19</u>	2		0%	0%	135,000	50,200	0%	1%	8,257,905	2,362,619	12%	24%
<u>FY 20</u>	3		0%	0%	140,000	44,800	0%	1%	7,717,617	2,065,304	11%	35%
<u>FY 21</u>	4		0%	0%	150,000	39,200	0%	1%	7,445,000	1,743,546	10%	45%
<u>FY 22</u>	5		0%	0%	155,000	33,200	0%	2%	7,315,000	1,446,396	10%	55%
<u>FY 23</u>	6		0%	0%	160,000	27,000	0%	2%	6,655,000	1,168,046	9%	64%
<u>FY 24</u>	7		0%	0%	165,000	20,600	0%	2%	4,730,000	950,396	7%	71%
<u>FY 25</u>	8		0%	0%	170,000	14,000	0%	3%	4,160,000	770,396	6%	77%
<u>FY 26</u>	9		0%	0%	180,000	7,200	0%	3%	3,745,000	611,821	5%	82%
<u>FY 27</u>	10								2,585,000	474,640	4%	86%
<u>FY 28</u>	11								2,580,000	391,999	4%	89%
<u>FY 29</u>	12								2,358,500	306,403	3%	93%
<u>FY 30</u>	13								2,290,000	222,688	3%	96%
<u>FY 31</u>	14								1,540,000	138,900	2%	98%
<u>FY 32</u>	15								1,540,000	79,800	2%	100%
<u>FY 33</u>	16								415,000	43,200	1%	101%
<u>FY 34</u>	17								415,000	29,100	1%	101%
<u>FY 35</u>	18								250,000	15,000	0%	102%
<u>FY 36</u>	19								250,000	7,500	0%	102%

Totals	-	-			1,390,000	290,450			72,974,562	15,505,817		
Revenue					(1,390,000)	(290,450)			(1,390,000)			
Net Debt	0				0	0			71,584,562			

Fiscal Year	Water Fund				Sewer Fund				Total City of Portsmouth				
		Principal	Interest		Principal	Interest			Principal	Interest			
FY 18	1	2,142,528	991,287	8%	8%	3,845,593	1,476,497	8%	8%	14,713,661	5,145,846	10%	10%
FY 19	2	2,137,528	902,049	8%	16%	3,840,593	1,364,153	8%	16%	14,236,026	4,628,821	10%	20%
FY 20	3	2,092,528	816,262	8%	23%	3,840,593	1,268,958	8%	25%	13,650,737	4,150,524	9%	29%
FY 21	4	2,092,528	743,373	8%	31%	3,519,142	1,151,264	7%	32%	13,056,670	3,638,184	9%	38%
FY 22	5	2,092,528	683,236	8%	38%	3,519,142	1,037,099	7%	40%	12,926,670	3,166,731	9%	46%
FY 23	6	2,063,128	602,396	7%	46%	3,122,531	923,433	7%	46%	11,840,659	2,693,876	8%	55%
FY 24	7	1,765,000	522,700	6%	52%	3,122,531	820,662	7%	53%	9,617,531	2,293,758	7%	61%
FY 25	8	1,760,000	454,062	6%	59%	3,122,531	721,391	7%	60%	9,042,531	1,945,849	6%	67%
FY 26	9	1,760,000	386,224	6%	65%	2,677,626	620,619	6%	65%	8,182,626	1,618,664	6%	73%
FY 27	10	1,760,000	319,586	6%	71%	2,577,626	526,980	5%	71%	6,922,626	1,321,206	5%	77%
FY 28	11	1,760,000	261,148	6%	78%	2,577,626	453,059	5%	76%	6,917,626	1,106,207	5%	82%
FY 29	12	1,656,500	200,960	6%	84%	2,267,791	372,201	5%	81%	6,282,791	879,564	4%	86%
FY 30	13	870,000	144,400	3%	87%	2,267,791	298,624	5%	86%	5,427,791	665,711	4%	90%
FY 31	14	870,000	119,000	3%	90%	2,164,305	224,218	5%	90%	4,574,305	482,118	3%	93%
FY 32	15	870,000	91,250	3%	93%	1,899,794	150,550	4%	95%	4,309,794	321,600	3%	96%
FY 33	16	620,000	63,500	2%	95%	1,349,794	92,806	3%	97%	2,384,794	199,506	2%	98%
FY 34	17	620,000	42,250	2%	98%	875,000	44,000	2%	99%	1,910,000	115,350	1%	99%
FY 35	18	445,000	20,700	2%	99%	200,000	10,750	0%	100%	895,000	46,450	1%	100%
FY 36	19	205,000	6,150	1%	100%	150,000	4,500	0%	100%	605,000	18,150	0%	100%
Totals		27,582,268	7,370,533			46,940,011	11,561,764			147,496,841	34,438,115		
Revenue						(2,217,793)				(33,392,228)	(290,450.00)		
Net Debt		27,582,268				44,722,218				114,104,612	34,147,665		

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City Council

The City Council is the governing body of the City of Portsmouth and as such is the policy-making entity of the City, except where otherwise expressed in the City Charter. The City Council consists of nine (9) councilors elected at large for terms of two (2) years.



City Council Members

- Jack Blalock, Mayor
- James Splaine, Assistant Mayor
- Rebecca Perkins
- M. Chris Dwyer
- Brad Lown
- Nancy Pearson
- Eric Spear
- Joshua Cyr
- Joshua Denton

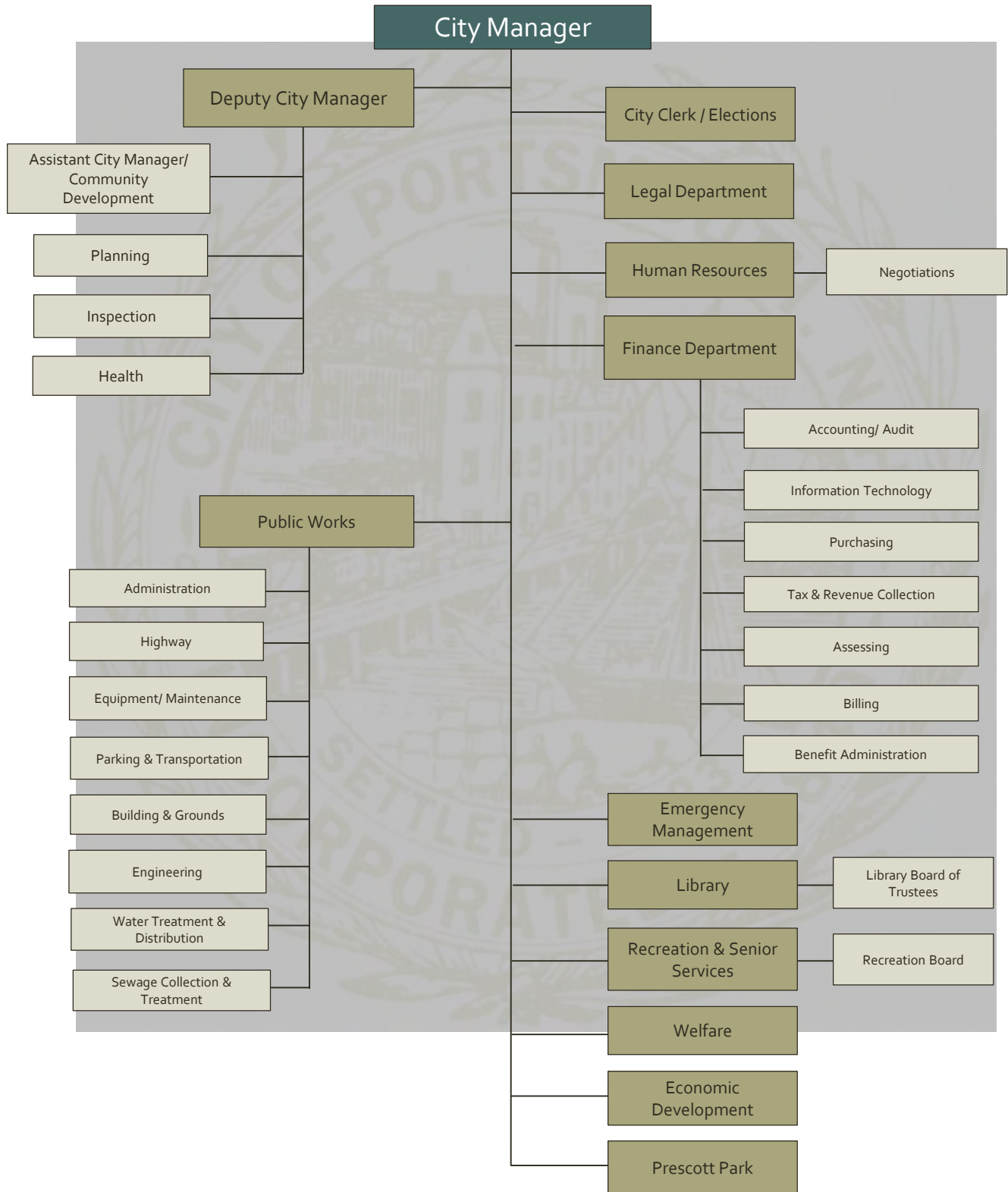
Department Budget Comments

The proposed City Council budget for FY18 is \$33,536. This represents no change from the FY17 budget.

<u>Budget Summary of Expenditures</u>				
	FY16	FY16	FY17	FY18
	BUDGET	ACTUAL	BUDGET	CITY MANAGER RECOMMENDED
CITY COUNCIL				
01-710-101-51-110-400				
REGULAR SALARIES	16,800	14,700	16,800	16,800
SOCIAL SECURITY	1,042	911	1,042	1,042
MEDICARE	244	213	244	244
<i>Contractual Obligations</i>	18,086	15,825	18,086	18,086
PRINTING	500	360	500	500
MISCELLANEOUS SUPPLIES	600	537	1,000	1,000
OFFICE SUPPLIES	1,150	568	1,150	1,150
MAYOR'S EXPENSE	8,300	7,456	8,300	8,300
VISITING DIGNITARIES	2,500	2,477	3,000	3,000
SISTER CITIES	1,000	640	1,500	1,500
<i>Other Operating</i>	14,050	12,038	15,450	15,450
Total	32,136	27,862	33,536	33,536

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City Manager's Department



Mission

To carry out the duties of the City Manager as provided for in the Portsmouth City Charter in a professional and responsive manner.



City Manager Department

Services Overview

- ✓ Serve as the Chief Executive and Administrative Officer for the City of Portsmouth
- ✓ Manage City-owned real-estate
- ✓ Provide an annual budget to the City Council
- ✓ Promote public communication in City operations
- ✓ Respond to City Council directives and requests
- ✓ Maintain and improve the City's economic development
- ✓ Support environmental initiatives and sustainability
- ✓ Support the City's Art and Culture



Position Summary Schedule

Positions Full time	FY16	FY17	FY18
City Manager	1	1	1
Executive Assistant	1	1	1
Total Full Time	2	2	2

Department Budget Comments

The City Manager's proposed budget for FY18 is \$355,805. This represents an increase of \$8,953 or 2.58% from the FY17 budget primarily due to contractual obligations related to salary and benefits.

Budget Summary of Expenditures

	FY16 BUDGET	FY16 ACTUAL	FY17 BUDGET	FY18 CITY MANAGER RECOMMENDED
CITY MANAGER				
SALARIES	243,588	243,587	261,274	272,113
LONGEVITY	592	592	604	616
RETIREMENT	42,768	42,768	51,342	48,666
OTHER BENEFITS	14,511	14,354	15,292	16,070
<i>Contractual Obligations</i>	<i>301,459</i>	<i>301,301</i>	<i>328,512</i>	<i>337,465</i>
TRAINING/EDUCATION/CONFERENCES	3,000	2,179	3,000	3,000
PROFESSIONAL ORGANIZATION DUES	2,300	2,833	2,300	2,300
OTHER OPERATING	13,040	12,786	13,040	13,040
<i>Other Operating</i>	<i>18,340</i>	<i>17,798</i>	<i>18,340</i>	<i>18,340</i>
TOTAL	319,799	319,099	346,852	355,805

Programs and Services

Functions of the City Manager- The City Manager is appointed by a two-thirds majority of the City Council to function as the Chief Executive and Administrative Officer of the City and is responsible for the proper administration of all the departments of City government in accordance with the City Charter.

- Carry out policy decisions of the City Council, and oversee all property owned by the City.
- Inform the Council of the City's needs and ongoing conditions and make reports that may be required by law, requested by the Council, or judged necessary by the Manager.
- Participate in discussions that come before the City Council.
- Supervise all Department Heads and appoint, suspend, remove, or discipline all municipal employees in the administrative service of the City.
- Provide to the City Council an operating budget, a budget statement, and a long-range capital plan, which outline the immediate and long-range financial plans and projects.



Goals and Objectives

<p>Goal #1:</p> <p><i>Maintain high standards of responsiveness to City Councilors and residents and promote public involvement in City projects.</i></p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ Ensure timely responses to all City Council directives and requests for service. ✓ Ensure timely responses to all resident questions and calls for service. ✓ Work with City staff to ensure high quality presentations and effective and innovative means for soliciting public input and engaging the public in the work of the City.
	<p><i>Citywide Goals Addressed: Public Outreach and Regulation Adherence and Legislative Development</i></p>
<p>Goal #2:</p> <p><i>Continue pursuit of special economic development projects and public/private partnerships, which maintain and improve the vibrancy and economic health of the City.</i></p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ Work with the City Council, Planning Board and City staff to implement the City's existing Master Plan and begin work on a new Master Plan. ✓ Implement economic development goals and objectives as described in the Economic Development Commission Annual Action Plan and City Master Plan. ✓ Continue to carry out Council intentions regarding special events, which attract visitors and contribute to Portsmouth's vibrant and diverse economic base.
	<p><i>Citywide Goal Addressed: Financial Stability</i></p>

<p>Goal #3:</p> <p><i>Improve and expand opportunities for increasing public communication.</i></p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ Continue the publication of the bi-weekly electronic newsletter and the City's Annual Report. ✓ Continue efforts to update and inform the public about activities, programs, and services through tools such as Government Channel 22, the City's web page and social media outlets.
<p><i>Citywide Goal Addressed: Public Outreach</i></p>	
<p>Goal #4:</p> <p><i>Work with Portsmouth's Legislative Delegation to monitor legislative activity in the New Hampshire General Court.</i></p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ Work with the City Council and the Legislative Subcommittee to monitor developments of key legislative initiatives in the state legislature and to communicate the impacts of the legislation on Portsmouth. ✓ Work with the Coalition Communities and continue to update the City Council on developments related to education funding in the state.
<p><i>Citywide Goal Addressed: Regulation Adherence and Legislative Development</i></p>	
<p>Goal #5:</p> <p><i>Support the work of the City's Arts and Culture Commission in recognition of the critical role arts and culture play in the City's economic vitality.</i></p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ Provide in-kind support to Art-Speak. ✓ Work with Art-Speak and staff to carry out initiatives outlined in the City's Cultural Plan.
<p><i>Citywide Goal Addressed: A Welcoming, Safe, and Diverse Community</i></p>	
<p>Goal #6:</p> <p><i>Continue to support open space and environmental initiatives as well as sustainability goals outlined in the City's Master Plan.</i></p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ Work with local officials, residents, businesses, and City staff to further incorporate sustainable practices in governmental policies and operations. ✓ Continue to work with the Conservation Commission, the Planning Board, the City Council, local and regional land trusts and residents to implement environmental protection and open space initiatives.
<p><i>Citywide Goal Addressed: Sustainability and A Welcoming, Safe, and Diverse Community</i></p>	

Performance Measures

Percent of City Council Requests/ Inquiries completed:

Percent Completed in between Council Meetings:

FY15	FY16	FY17 (Est)
75%	75%	75%

Percent Requiring Further Research:

FY15	FY16	FY17 (Est)
25%	25%	25%

Percent of Resident Concerns Responded to:

Resident Phone Calls Returned within 24 hours

FY15	FY16	FY17 (Est)
95%	95%	95%

Requests for Service Completed within 48 hours

FY15	FY16	FY17 (Est)
95%	95%	95%

Department Referrals Completed within 7-14 days:

FY15	FY16	FY17 (Est)
90%	90%	90%

Maintain ICMA Credentialed Manager Status (participate in professional development)

FY15	FY16	FY17 (Est)
Status Maintained	Status Maintained	Status Maintained

Special Events Processed

FY15	FY16	FY17 (Est)
36	35	36

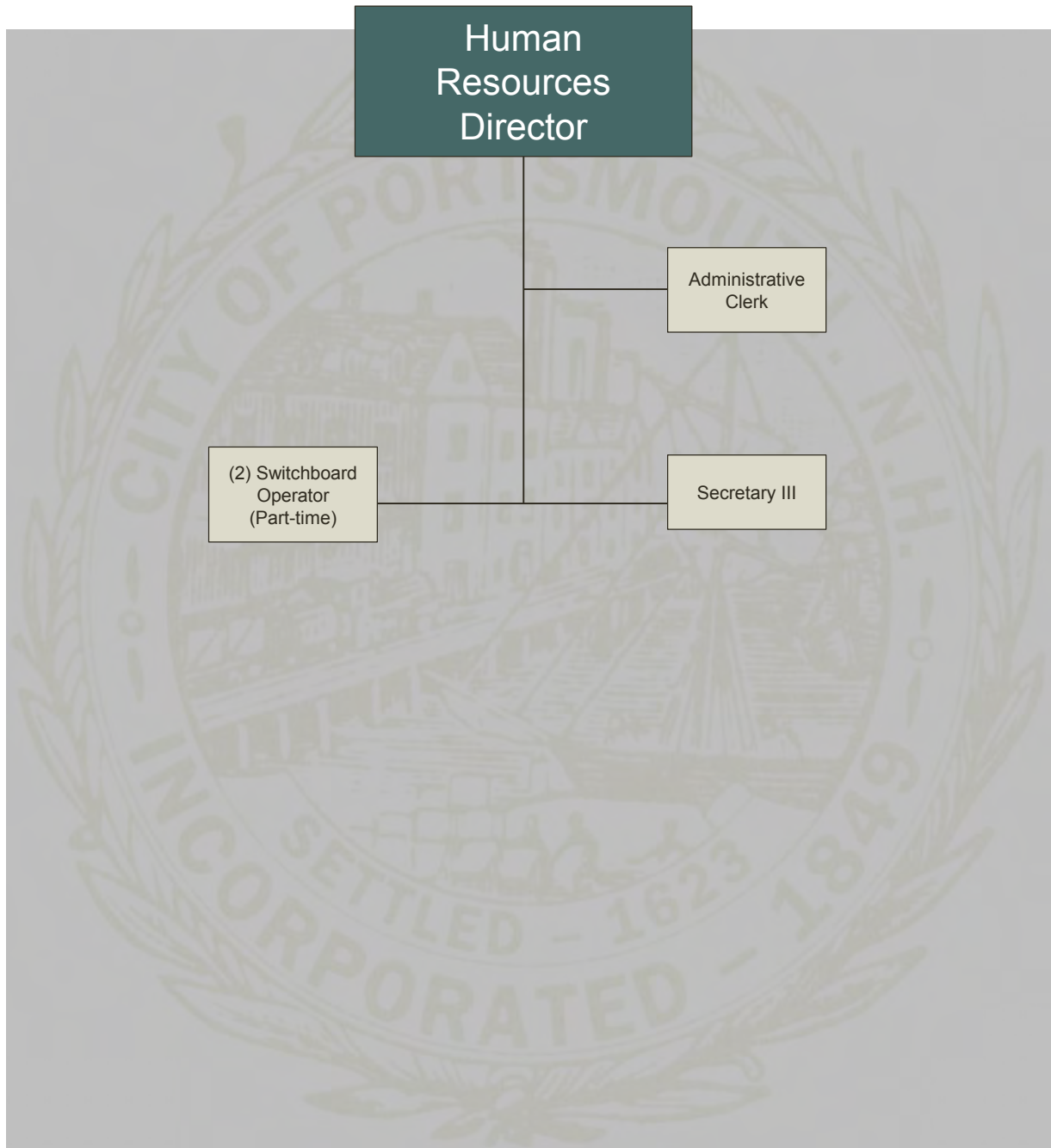
2017-2018 BUDGETED POSITION AND SALARY DETAIL

	<u>POSITION</u>	<u>SALARY</u>
CITY MANAGER	CITY MANAGER	172,000
	*Deferred Compensation	32,520
NON GRADE 13 F	EXECUTIVE ASSISTANT	67,593
<u>TOTAL DEPARTMENT</u>		<u>272,113</u>

*PER IRS REGULATIONS, SALARY INCLUDES DEFERRED COMPENSATION

		FY16 BUDGET	FY16 ACTUAL	FY17 BUDGET	FY18 CITY MANAGER RECOMMENDED
CITY MANAGER					
01-711-102-51-110-400					
011001	REGULAR SALARIES	243,588	243,587	261,274	272,113
015001	LONGEVITY	592	592	604	616
022001	SOCIAL SECURITY	11,001	10,923	11,494	12,115
022501	MEDICARE	3,510	3,431	3,798	3,955
023001	RETIREMENT	42,768	42,768	51,342	48,666
043027	REPAIRS-OFFICE EQUIPMENT	1,000	977	1,000	1,000
056001	DUES PROFESSIONAL ORGANIZ	2,300	2,833	2,300	2,300
057101	TRAVEL AND CONFERENCE	3,000	2,179	3,000	3,000
061003	MEETING SUPPLIES	500	63	500	500
062001	OFFICE SUPPLIES	1,740	1,566	1,740	1,740
067001	BOOKS & PERIODICALS	1,000	904	1,000	1,000
069003	EXECUTIVE EXPENSE	8,800	9,277	8,800	8,800
CM	Total	319,799	319,099	346,852	355,805

Human Resources Department



Mission

The mission of the Human Resources Department is to attract, select, develop and retain an effective City workforce and to administer the policies, contracts, rules and legal requirements related to City employment in a manner that will achieve a fair and equitable employment system.



Human Resources Department

Services Overview

- ✓ Labor Relations
- ✓ Risk Management
- ✓ Training and Development
- ✓ Legal Compliance
- ✓ Recruitment and Selection
- ✓ Classification and Compensation

Position Summary Schedule

Positions Full time	FY16	FY17	FY18
Human Resources Director	1	1	1
Administrative Clerk	1	1	1
Secretary III	1	1	1
Total Full Time	3	3	3
Positions Part time	FY16	FY17	FY18
Switch Board Operator	2	2	2
Total Part Time	2	2	2

Department Budget Comments

The FY18 proposed budget for the Human Resources Department is \$544,696, an increase of \$10,850 or 2.03% over FY17.

The majority of the increase in the department budget is due to the cost of living increase, the increase in the retirement contribution and workers compensation.



Budget Summary of Expenditures

	FY16 BUDGET	FY16 ACTUAL	FY17 BUDGET	FY18 CITY MANAGER RECOMMENDED
HUMAN RESOURCES				
SALARIES	193,651	158,625	195,463	200,955
PART-TIME SALARIES	32,439	42,792	33,088	29,628
LONGEVITY	1,658	1,657	1,691	1,848
RETIREMENT	22,795	17,928	22,040	23,079
HEALTH INSURANCE	1,730,097	1,730,097	-	-
DENTAL INSURANCE	128,300	118,140	-	-
INSURANCE REIMBURSEMENT	65,814	52,386	-	-
WORKERS' COMPENSATION	169,870	169,870	159,708	162,455
LIFE AND DISABILITY	48,000	45,359	-	-
OTHER BENEFITS	27,146	17,934	17,606	17,781
<i>Contractual Obligations</i>	<i>2,419,770</i>	<i>2,354,788</i>	<i>429,596</i>	<i>435,746</i>
TRAINING/EDUCATION/CONFERENCES	12,000	2,989	12,000	14,000
CONTRACTED SERVICES	60,000	112,010	75,000	76,000
PRINTING	2,500	120	2,000	2,000
PROFESSIONAL ORGANIZATION DUES	1,250	389	1,250	1,250
OTHER OPERATING	13,500	12,488	14,000	15,700
<i>Other Operating</i>	<i>89,250</i>	<i>127,995</i>	<i>104,250</i>	<i>108,950</i>
TOTAL	2,509,020	2,482,784	533,846	544,696

Programs and Services

Labor Relations- Provides advice, counsel and policy direction to managers on labor and employment issues such as meeting and conferring with labor unions, grievance resolution, disciplinary action, employee settlements, and performance management issues.

- Administer and negotiate sixteen (16) collective bargaining agreements
- Administer and negotiate seven (7) employee contracts
- Represent the City on all grievances and arbitrations
- Coordinate new hire, 25-year anniversary, and retirement receptions

Risk Management-Administration of workers compensation and unemployment claims for the City.

- Administer workers compensation for the City
- Conduct annual safety inspections
- Coordinate monthly safety programs
- Chair the Joint Loss Management Committee
- Represent the City in unemployment hearings

Training and Development – Determine training needs within the organization; designs, conducts, coordinates and implements training and education programs for employee development.

Legal Compliance – Ensure compliance with all applicable state and federal laws; prepares policies and procedures and/or updates to reflect any changes in the law, as needed.

Recruitment and Selection- Responsible for the pre-employment or promotional activities that lead to filling all classified positions (excluding Fire and Police).

- Advertise positions
- Conduct interviews
- Conduct background checks

Classification and Compensation -Responsible for developing, and monitoring salary administration in an effort to maintain an equitable and competitive pay system. Recommends changes in classification and/or pay and departmental reorganization through job studies, and analysis of job content questionnaires, comparative wage and salary surveys.

- Administer step system
- Develop salary schedules
- Conduct position evaluations
- Participate in salary surveys
- Develop job descriptions
- Establish classification for new positions

Goals and Objectives

Goal #1:

Negotiations with fifteen (15) of the collective bargaining units that have either expired or will expire.

Objectives:

- ✓ Continue negotiations with the School Paraprofessionals, Food Service, School Custodians and AFSCME #1386B collective bargaining agreements that will expire on June 30, 2017.
- ✓ Begin negotiations with the Police Officers, Police Ranking, Police Civilians, Fire Fighters, Fire Officers, Professional Management Association, Supervisory Management Alliance, Teachers, School Clericals, Administrators, and Custodial Supervisors all of which will expire on June 30, 2018.

Citywide Goal Addressed: Financial Stability and Regulation Adherence and Legislative Development

<p>Goal #2:</p> <p><i>Combine Human Resources functions with the School Department as an ongoing citywide efficiency effort.</i></p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ Continue to work with the School Department in assuming the function of legal compliance, employment and labor relations. <p><i>Citywide Goal Addressed: Financial Stability</i></p>
<p>Goal #3:</p> <p><i>Continue developing supervisors by providing additional training.</i></p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ To expand upon the Supervisory Training Program by continuing to develop and provide trainings that are designed specific to the Supervisors. <p><i>Citywide Goal Addressed: Financial Stability</i></p>

Accomplishments

- ✓ Ratified agreements with the Police Officers, Police Ranking, Police Civilians, Firefighters, Fire Officers, Professional Management Association and Supervisory Management Alliance.
- ✓ Changed the Police Officers, Police Ranking, Police Civilians, AFSCME #1386A, Professional Management Association, Supervisory Management Alliance, Fire Fighters and the Fire Officers to the AB20 plan with a \$10/\$20/\$45 prescription plan resulting in health insurance savings.

Performance Measures

Classification and Compensation			
	FY15	FY16	FY17 (Est)
# of step increases	198	250	231
# of reclasses /promotions	17	51	34

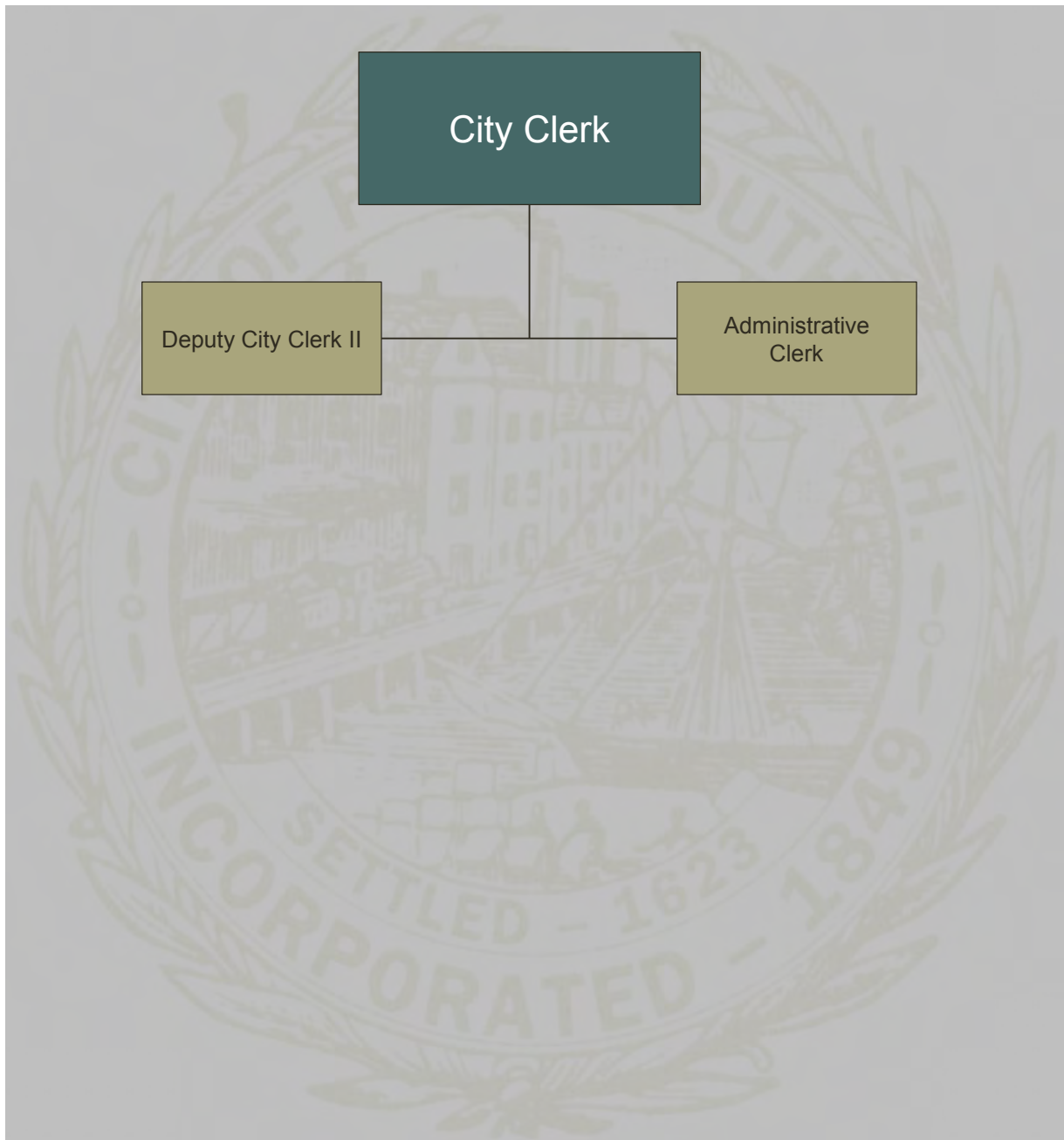
Recruitment			
	FY15	FY16	FY17 (Est)
# of Applications Reviewed/ Processed	1289	973	1188
# of Employees Hired Full and Part-Time	77	99	103
# of Interviews Conducted	180	146	132
# of Substitute Applications Processed	41	51	56
# of Criminal Backgrounds Conducted	178	221	334
Turn Over Rate	10.6%	8.5%	9.8%

2017-2018 BUDGETED POSITION AND SALARY DETAIL

		<u>POSITION</u>	<u>SALARY</u>
HUMAN RESOURCES			
NON GRADE 21	G	HUMAN RESOURCES DIRECTOR	101,590
NON GRADE 8	8F/4G	SECRETARY III	53,825
NON GRADE 7	5B/7C	ADMINISTRATIVE CLERK	44,000
		EDUCATION STIPEND	1,540
<u>TOTAL FULL TIME</u>			<u>200,955</u>
NON GRADE 1	A	PT SWITCHBOARD (20HR/WK)	16,234
NON GRADE 1	A	PT SWITCHBOARD (16.5 HR/WK)	13,394
<u>TOTAL PART TIME</u>			<u>29,628</u>
<u>TOTAL DEPARTMENT</u>			<u>230,583</u>

		FY16 BUDGET	FY16 ACTUAL	FY17 BUDGET	FY18 CITY MANAGER RECOMMENDED
HUMAN RESOURCES					
HR Benefits					
01-709-104-51-110-405					
011061	INSURANCE REIMBURSEMENT	65,814	52,386	-	-
021001	INSURANCE-HEALTH	1,730,097	1,730,097	-	-
021101	INSURANCE-DENTAL	128,300	118,140	-	-
021501	INSURANCE-LIFE	12,000	15,811	-	-
021601	INSURANCE-DISABILITY	36,000	29,547	-	-
022001	SOCIAL SECURITY	4,080	3,239	-	-
022501	MEDICARE	954	757	-	-
023001	RETIREMENT	-	-	-	-
026001	WORKERS COMP TAIL CLAIMS	-	-	-	-
026002	INSURANCE-WORKERS COMP	169,870	169,870	159,708	162,455
039007	PROFESSION SERVICES-FSA	4,000	(1,053)	-	-
HrBenefits	Sub Total	2,151,115	2,118,794	159,708	162,455
HR Admin					
01-709-610-51-110-405					
011001	REGULAR SALARIES	193,651	158,625	195,463	200,955
012001	PART TIME SALARIES	32,439	42,792	33,088	29,628
015001	LONGEVITY	1,658	1,657	1,691	1,848
022001	SOCIAL SECURITY	14,679	12,150	14,277	14,411
022501	MEDICARE	3,433	2,841	3,329	3,370
023001	RETIREMENT	22,795	17,928	22,040	23,079
033001	PROF SERVICES-TEMP	-	36,145	-	-
035002	PROF SERV- SUBSTANCE TEST	2,000	814	2,000	2,000
035004	OCCUPATIONAL HEALTH	-	865	-	-
039001	PROFESSIONAL SERVICES	60,000	75,000	75,000	76,000
039004	PROF/SERV-TEST NEW HIRES	2,000	278	2,000	2,000
043027	REPAIRS-OFFICE EQUIPMENT	-	-	-	1,200
054051	EDUCATION	10,000	2,989	10,000	12,000
055050	PRINTING	2,500	120	2,000	2,000
056001	DUES PROFESSIONAL ORGANIZ	1,250	389	1,250	1,250
057101	TRAVEL AND CONFERENCE	2,000	-	2,000	2,000
061002	MISCELLANEOUS SUPPLIES	2,000	1,062	2,000	2,000
061003	MEETING SUPPLIES	500	466	500	500
062001	OFFICE SUPPLIES	2,500	1,998	3,000	3,500
062012	RETIREMENT GIFTS	1,250	5,503	1,250	1,250
067001	BOOKS & PERIODICALS	1,250	1,374	1,250	1,250
069001	RETIREMENT BENEFIT	2,000	993	2,000	2,000
HRADMIN		357,905	363,990	374,138	382,241
HR	Total	2,509,020	2,482,784	533,846	544,696

City Clerk's Office



Mission

To support the City's legislative bodies by recording and maintaining the official records and legislative history of the City; to consistently and efficiently serve our customers by recording and preserving the Vital Records of this community for the historical continuity that may be passed on for the future; to provide the highest quality service and responsiveness to the public, the City Council and City staff; and to ethically and impartially preserve and maintain the legislative record, provide public information, and administer and preserve the integrity of municipal, state and national elections.



City Clerk/ Elections

Services Overview

- ✓ Oversight and creation of vital records
- ✓ Issue wide variety of permits and licenses
- ✓ Provide support services to the City Council
- ✓ Update the local Boards and Commissions list
- ✓ File and preserve all City Documents
- ✓ Administer and conduct Elections



Position Summary Schedule

Positions Full time	FY16	FY17	FY18
City Clerk	1	1	1
Deputy City Clerk II	1	1	1
Administrative Clerk	0	0	1
Deputy City Clerk I	1	1	0
Total Full Time	3	3	3

Department Budget Comments

The proposed City Clerk budget for FY18 is \$251,807, a net decrease of \$2,244 or -0.88% from FY17. This budget decrease is the result of the retirement of a staff member.

The proposed Election budget for FY18 is \$61,213 a net decrease of \$2,000 or -3.16% from FY17. In FY18, there will be one election, the Municipal Election. Additional staffing will be used at the election for continued efficiency at the polls and the handling of increased voter participation,

processing of absentee ballots and reporting forms for the State. The implementation of additional staffing has been used for several years at elections which continues to serve as a valuable resource.

Budget Summary of Expenditures

	FY16 BUDGET	FY16 ACTUAL	FY17 BUDGET	FY18 CITY MANAGER RECOMMENDED
CITY CLERK				
SALARIES	190,644	191,951	196,940	194,500
OVERTIME	4,000	3,229	4,500	4,500
LONGEVITY	2,076	2,082	2,124	1,848
RETIREMENT	21,974	22,020	22,738	22,344
OTHER BENEFITS	15,050	14,323	15,574	15,365
<i>Contractual Obligations</i>	233,744	233,604	241,876	238,557
TRAINING/EDUCATION/CONFERENCES	2,150	1,610	2,150	2,150
ADVERTISING	4,300	5,792	4,300	4,300
PROFESSIONAL ORGANIZATION DUES	300	280	300	400
OTHER OPERATING	6,150	5,337	5,425	6,400
<i>Other Operating</i>	12,900	13,019	12,175	13,250
TOTAL	246,644	246,623	254,051	251,807

Budget Summary of Expenditures

	FY16	FY16	FY17	FY18
	BUDGET	ACTUAL	BUDGET	CITY MANAGER RECOMMENDED
ELECTION				
PART-TIME SALARIES	25,000	20,153	25,000	25,000
OTHER BENEFITS	1,913	1,542	1,913	1,913
<i>Contractual Obligations</i>	<i>26,913</i>	<i>21,694</i>	<i>26,913</i>	<i>26,913</i>
ADVERTISING	500	978	1,000	500
PRINTING	3,000	2,759	500	4,000
OTHER OPERATING	36,600	26,734	34,800	29,800
<i>Other Operating</i>	<i>40,100</i>	<i>30,471</i>	<i>36,300</i>	<i>34,300</i>
TOTAL	67,013	52,166	63,213	61,213

Programs and Services

Office of the City Clerk-

- Ensure the accurate and efficient production, issuance and retention of vital records and various documents.
- Issue a wide variety of permits and licenses as required by state and local regulations.
- Provide support services for the City Council, publish and post all legal notices, prepare agendas, attend and record all actions and minutes taken by the City Council.
- Update the local Boards and Commissions list on a continuing basis and administer the "Oath of Office" for appointees.
- File and preserve as required all contracts, bonds, agreements, resolutions, ordinance book and other City documents.
- Administer and conduct elections in accordance with state, federal and local laws.

Goals and Objectives

<p>Goal #1:</p> <p><i>Implementation of new dog licensing software</i></p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ Ensure the integration of new dog licensing software ✓ Provides the convenience of issuing dog licenses on-line ✓ Enhancement of software functions <p><i>Citywide Goal Addressed: Public Outreach</i></p>
<p>Goal #2:</p> <p><i>Continued participation with the Division of Vital Records on the conversion for new vital records software [ongoing]</i></p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ Enhance the program and address longstanding deficiencies with existing system ✓ Allow access to further information from the state level to the local level ✓ Improved reporting modules for gathering various statistical data <p><i>Citywide Goal Addressed: Regulation Adherence and Legislative Development</i></p>

<p>Goal #3:</p> <p><i>Implementation of the restoration of historic books [ongoing]</i></p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ Overview the second of this three phase project ✓ Enhance the conservation of and long term storage of unique historic records ✓ Ensure the preservation of the City of Portsmouth historic records for future generations
<p><i>Citywide Goal Addressed: Regulation Adherence and Legislative Development</i></p>	
<p>Goal #4:</p> <p><i>Maintain a high level of customer and professional service</i></p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ Respond timely and accurately to customer requests ✓ Communicate effectively and professionally to all customers ✓ Provide comprehensive and accurate information to meet customer's needs
<p><i>Citywide Goal Addressed: Public Outreach</i></p>	

Performance Measures

Number of Requests Filled

	FY15	FY16	FY17 (Est)
Vital Records	5,084	5,015	5,050
Marriage Licenses	346	336	340
Permits & Licenses	3,186	3,366	3,275

Voter Statistics

FY15	FY16	FY17
<p><u>September 9, 2014</u> State Primary Election Total Registered Voters – 15,724 Percentage Voted – 14.0%</p>	<p><u>November 3, 2015</u> Municipal Election Total Registered Voters – 16,343 Percentage Voted – 28.6%</p>	<p><u>September 13, 2016</u> State Primary Election Total Registered Voters – 17,069 Percentage Voted – 21.0%</p>
<p><u>November 4, 2014</u> State General Election Total Registered Voters – 16,807 Percentage Voted – 56.0%</p>	<p><u>February 9, 2016</u> Presidential Primary Election Total Registered Voters – 17,680 Percentage Voted – 56.0%</p>	<p><u>November 11, 2016</u> General Election Total Registered Voters – 19,080 Percentage Voted – 71.0%</p>

Absentee Ballots Processed

FY15	FY16	FY17 (Est)
1,014	1,247	2,248

2017-2018 BUDGETED POSITION AND SALARY DETAIL

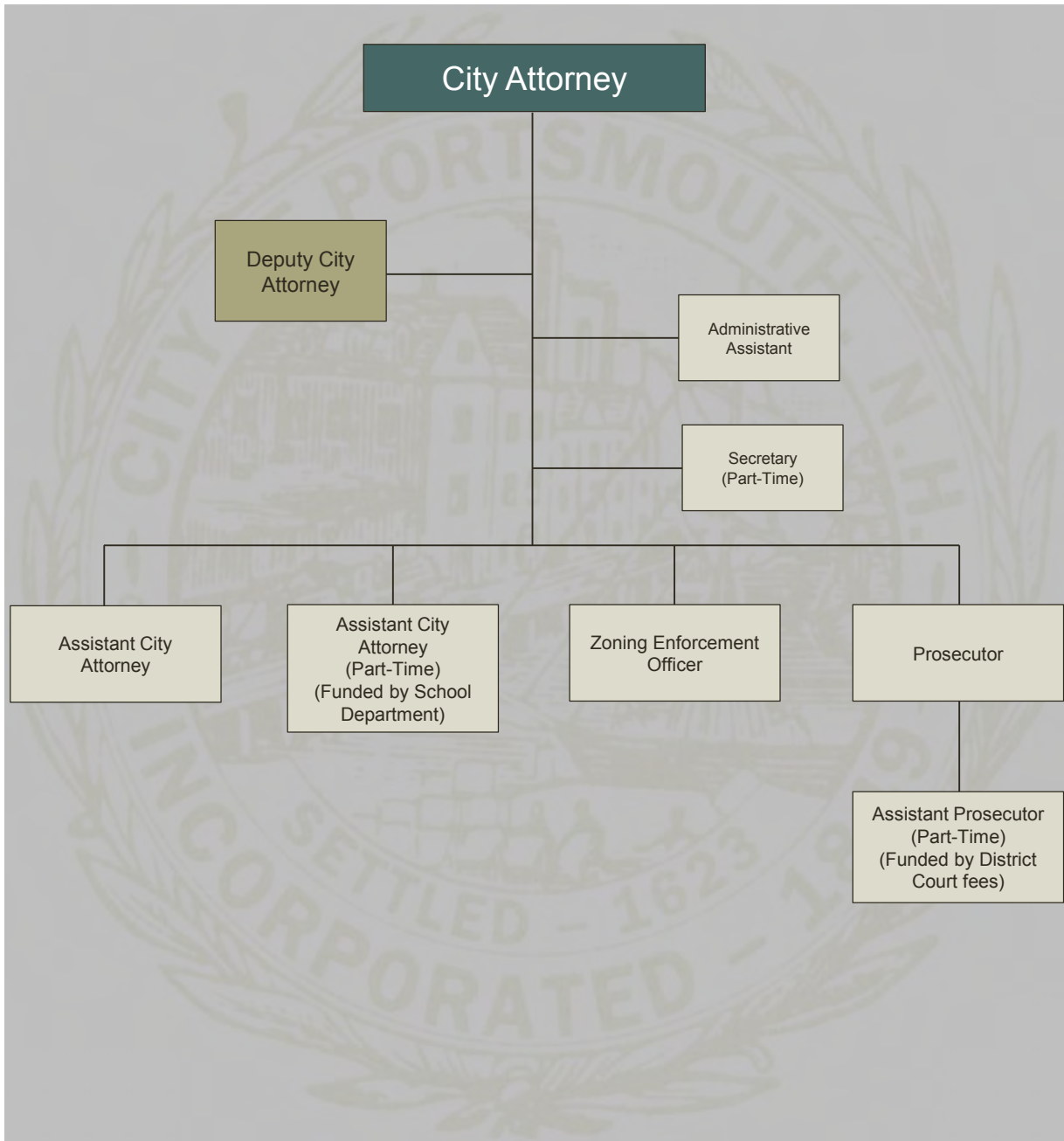
		<u>POSITION</u>	<u>SALARY</u>
CITY CLERK			
NON GRADE 20	G	CITY CLERK	96,777
NON GRADE 11	E	DEPUTY CITY CLERK II	59,722
1386B GRADE 7	4A/8B	ADMIN CLERK	38,001
<u>TOTAL DEPARTMENT</u>			<u>194,500</u>

		FY16 BUDGET	FY16 ACTUAL	FY17 BUDGET	FY18 CITY MANAGER RECOMMENDED
CITY CLERK					
01-712-105-51-110-401					
011001	REGULAR SALARIES	190,644	191,951	196,940	194,500
014041	OVERTIME	4,000	3,229	4,500	4,500
015001	LONGEVITY	2,076	2,082	2,124	1,848
022001	SOCIAL SECURITY	12,197	11,608	12,622	12,453
022501	MEDICARE	2,853	2,715	2,952	2,912
023001	RETIREMENT	21,974	22,020	22,738	22,344
043027	REPAIRS-OFFICE EQUIPMENT	1,000	801	1,000	1,000
053001	ADVERTISING	4,300	5,792	4,300	4,300
054050	TRAINING	650	-	650	650
055002	BOOKBINDING	1,000	650	1,000	1,500
056001	DUES PROFESSIONAL ORGANIZ	300	280	300	400
057101	TRAVEL AND CONFERENCE	1,500	1,610	1,500	1,500
057102	TRAVEL REIMBURSEMENT	600	505	600	600
062001	OFFICE SUPPLIES	2,000	2,092	2,000	2,000
067001	BOOKS & PERIODICALS	300	239	300	300
068007	MATERIALS-LICENSES	1,250	1,051	525	1,000
Clerk	Total	246,644	246,623	254,051	251,807

ELECTIONS					
01-713-106-51-110-401					
012001	PART TIME SALARIES	25,000	20,153	25,000	25,000
022001	SOCIAL SECURITY	1,550	1,250	1,550	1,550
022501	MEDICARE	363	292	363	363
039002	PROF/SERVICES- WARD	18,500	15,008	20,500	15,000
043013	REPAIRS-VOTING	14,500	6,867	9,000	10,000
053001	ADVERTISING	500	978	1,000	500
055050	PRINTING	3,000	2,759	500	4,000
061003	MEETING SUPPLIES	1,500	2,317	2,300	2,300
062001	OFFICE SUPPLIES	2,100	2,543	3,000	2,500
Election	Total	67,013	52,166	63,213	61,213

NOTE: ONE ELECTIONS IN FY18; NOVEMBER 7, 2017 MUNICIPAL

Legal Department



Mission

It is our mission to constantly improve on the quality, efficiency and cost effectiveness of the legal services provided to the municipality. We recognize that the municipality operates in an increasingly complex legal milieu and that it is the primary objective of the City's Legal Department to assist municipal employees and officials in responding to the responsibilities and obligations created by that environment.



Legal Department

Services Overview

- ✓ Represent the City in litigation
- ✓ Interpret laws, statutes, regulations and ordinances
- ✓ Prepare, review and approve legal documents in which the City is a party
- ✓ Prepare ordinances
- ✓ Collect debts due to the City
- ✓ Conduct District Court prosecutions
- ✓ Provide zoning enforcement services

Department Budget Comments

The Legal Department's FY18 proposed budget is \$621,254. This is a net increase of \$23,894 or 4.0% over the FY17 Budget. The increase is primarily the result of contractual obligations and due to the increased volume of work within the Legal

Department which necessitated the addition of a part-time support staff member in FY17. The funding for the fulltime Assistant City Attorney position will be shared by the Legal Department, Parking & Transportation Fund, and by the Coalition and Legislative activities on the state level.

Position Summary Schedule

Positions Full time	FY16	FY17	FY18
City Attorney	1	1	1
Deputy City Attorney	1	1	1
Assistant City Attorney	.36	.36	.36
Prosecutor	1	1	1
Zoning Enforcement Officer	1	1	1
Administrative Assistant	1	1	1
Total Full Time	5.36	5.36	5.36
Positions Part time	FY16	FY17	FY18
Assistant City Attorney (Position is funded by the School Department)	1	1	1
* Assistant Prosecutor (Position Funded by District Court Fees)	0	1	1
Staff Attorney	0	0	0
Part-time Secretary	0	1	1
Total Part Time	1	3	3

* The Assistant City Prosecutor's position was previously counted in the Police Department's Position Summary Schedule in FY16.

Budget Summary of Expenditures

	FY16 BUDGET	FY16 ACTUAL	FY17 BUDGET	FY18 CITY MANAGER RECOMMENDED
LEGAL				
SALARIES	406,093	425,694	442,394	451,241
PART-TIME SALARIES	22,099	10,174	23,711	23,209
LONGEVITY	4,440	4,440	4,529	5,038
RETIREMENT	45,857	48,064	49,917	51,914
OTHER BENEFITS	33,098	31,873	36,009	36,681
<i>Contractual Obligations</i>	<i>511,587</i>	<i>520,245</i>	<i>556,560</i>	<i>568,083</i>
TRAINING/EDUCATION/CONFERENCES	8,500	2,994	8,500	8,500
CONTRACTED SERVICES	13,300	6,971	13,300	25,671
ADVERTISING	-	-	-	-
PRINTING	1,000	810	1,000	1,000
PROFESSIONAL ORGANIZATION DUES	6,000	4,119	6,000	6,000
OTHER OPERATING	12,350	10,475	12,000	12,000
<i>Other Operating</i>	<i>41,150</i>	<i>25,369</i>	<i>40,800</i>	<i>53,171</i>
TOTAL	552,737	545,613	597,360	621,254

Programs and Services

Legal Advice and Representation- Gives legal advice and representation to City Council, the City Manager, City departments (including Charter departments), officers, employees, boards and commissions concerning issues related to their official powers and duties.

- Represent the City in litigation as necessary.
- Interpret laws, statutes, regulations and ordinances.
- Prepare, review, and approve contracts, bid documents, leases, bonds and other legal documents to which the City is a party.
- Prepare or assist with the preparation of ordinances.
- Collect or assist in the collection of debts due to the City.
- Conduct or oversee District Court prosecutions.
- Provide zoning enforcement services.

Goals and Objectives

<p>Goal #1:</p> <p><i>To provide the greatest possible scope of legal services of both an advisory and a representative nature to all departments, officials and employees of the City, including the charter departments (Police, School and Fire).</i></p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ <i>Continue to provide each department with any legal services which are needed, in the most efficient, timely, and cost effective manner possible.</i> ✓ <i>Increase Legal Department expertise in specialized areas of Law i.e. ADA, Superfund, Clean Air Act, FMLA, Special Education, etc.</i> ✓ <i>Reduce number of pending cases in litigation and avoid the filing of new items of litigation against the City by providing competent legal advice before issues become lawsuits.</i> ✓ <i>Conduct code enforcement activities.</i>
<p><i>Citywide Goal Addressed: Regulation Adherence and Legislative Development</i></p>	

Performance Measures

Average Score on annual survey of City department heads
(on a scale from 1 to 5, with 5 being the highest)

	FY15	FY16	FY17 (Est)
Knowledge	5	5	5
Availability	4.5	4.5	4.5
Overall Satisfaction	5	5	5

2017-2018 BUDGETED POSITION AND SALARY DETAIL

		<u>POSITION</u>	<u>SALARY</u>
LEGAL			
NON GRADE 25	G	CITY ATTORNEY	123,608
NON GRADE 20	F	DEPUTY CITY ATTORNEY	94,879
NON GRADE 17	E	① ASSISTANT CITY ATTORNEY	28,743
NON GRADE 15	E	PROSECUTOR	72,476
PMA GRADE 13	G	ZONING ENFORCEMENT OFFICER	68,945
NON GRADE 11	G	ADMINISTRATIVE ASSISTANT	62,590
TOTAL FULL TIME			451,241
NONGRADE 4	A	SECRETARY	23,209
TOTAL PART TIME			23,209
TOTAL DEPARTMENT			474,450
ADDITIONAL PERSONNEL			
NON GRADE 24	A	PT ASSISTANT CITY ATTORNEY SCHOOL FUNDED POSITION	49,285
NON GRADE 15	E	PT ASSISTANT PROSECUTOR FUNDED WITH DISTRICT COURT FEES	60,320
TOTAL ADDITIONAL PERSONNEL			109,605

FOR TOTAL SALARY, PLEASE SEE PERSONNEL SUMMARY

① 36% LEGAL, 36% PARKING, 28% COALITION

		FY16 BUDGET	FY16 ACTUAL	FY17 BUDGET	FY18 CITY MANAGER RECOMMENDED
LEGAL DEPARTMENT					
01-715-107-51-110-404					
011001	REGULAR SALARIES	406,093	425,694	442,394	451,241
012001	PART TIME SALARIES	22,099	10,174	23,711	23,209
015001	LONGEVITY	4,440	4,440	4,529	5,038
022001	SOCIAL SECURITY	26,824	25,093	29,185	29,728
022501	MEDICARE	6,274	6,780	6,824	6,953
023001	RETIREMENT	45,857	48,064	49,917	51,914
032001	PROF SERVICES-O/S COUNSEL	11,000	5,138	11,000	23,371
032004	PROF SERVICES-COURT FEES	2,300	1,833	2,300	2,300
033001	PROF SERVICES-TEMP	-	-	-	-
034103	TELEPHONE	1,500	863	1,500	1,500
043027	REPAIRS-OFFICE EQUIPMENT	1,350	1,273	1,000	1,000
054050	TRAINING	5,000	819	5,000	5,000
055050	PRINTING	1,000	810	1,000	1,000
056001	DUES PROFESSIONAL ORGANIZ	6,000	4,119	6,000	6,000
057101	TRAVEL AND CONFERENCE	3,500	2,175	3,500	3,500
062001	OFFICE SUPPLIES	3,500	2,503	3,500	3,500
067001	BOOKS & PERIODICALS	6,000	3,343	6,000	6,000
075001	FURNITURE AND FIXTURES	-	2,493	-	-
Legal	Total	552,737	545,613	597,360	621,254



General Administration

General Administration incorporates operating expenditures that consist of funding required for expenditures that are not directly attributed to the operations of any one particular department. The General Administration section can be divided into 5 different areas and are considered operating appropriations:

1. City Hall
2. Citywide
3. General Government
4. Collective Bargaining
5. Indoor Pool

City Hall

These expenditures are incurred by departments that are located in City Hall: City Manager, City Council, Legal, Planning, Inspection, Health, Community Development, Finance, Welfare, and City Clerk. The line items associated with City Hall are:

034103-Telephone
062010-Copying Supplies (paper)
062501-Postage

- *Telephone budget of \$50,000 represents a decrease of \$11,000 from FY17 as a result of reallocating costs associated with telephones located in the Library.*
- *Postage budget of \$82,000 represents a decrease of \$8,000 over FY17 as a result of the purchase of a new postage machine.*

Citywide

These expenditures are incurred by the City but are not attributed to a particular department. The line items associated with Citywide are:

012041-Commissioner Stipend-Trustees of Trust Funds
014041-Overtime for July 4th Fireworks
022001 & 022501-Social Security & Medicare for Commissioner Stipend
034301-Government Access Channel (Channel 22)
041001-Electricity-Street Lights
056002-Dues Municipal Association
062018-Street Light Supplies
081011-Christmas Parade
081012-Shipyard Association
041002-Electricity (Prescott Park)
041002-Electricity (School Fields)

- *Government Access Channel budget of \$50,000 represents no change from the FY17 budget.*

General Government

General Government expenditures are those associated with all department excluding Police, Fire and School. The line items associated with General Government are:

016001-Leave at Termination

019002-Unanticipated Expenses

062001-Office Supplies (*Government required forms such as W2s, and 1099s*)

055050-Printing (*Printing of the Annual Budget and the Comprehensive Financial Report (CAFR)*)

Collective Bargaining Contingency

The City of Portsmouth has a total of sixteen (16) collective bargaining units. As of April 2017, four (4) bargaining unit contracts will expire on June 30, 2017 or before. This line item is a contingency for the contracts in negotiations.

Indoor Pool

On October 17, 2011 the City Council approved a 5 year agreement with the Save the Indoor Portsmouth Pool (SIPP) which stipulates the City will transfer \$150,000 annually for the operations of the Indoor Pool. This agreement was renewed on May 6, 2016 and expires June 30, 2021.

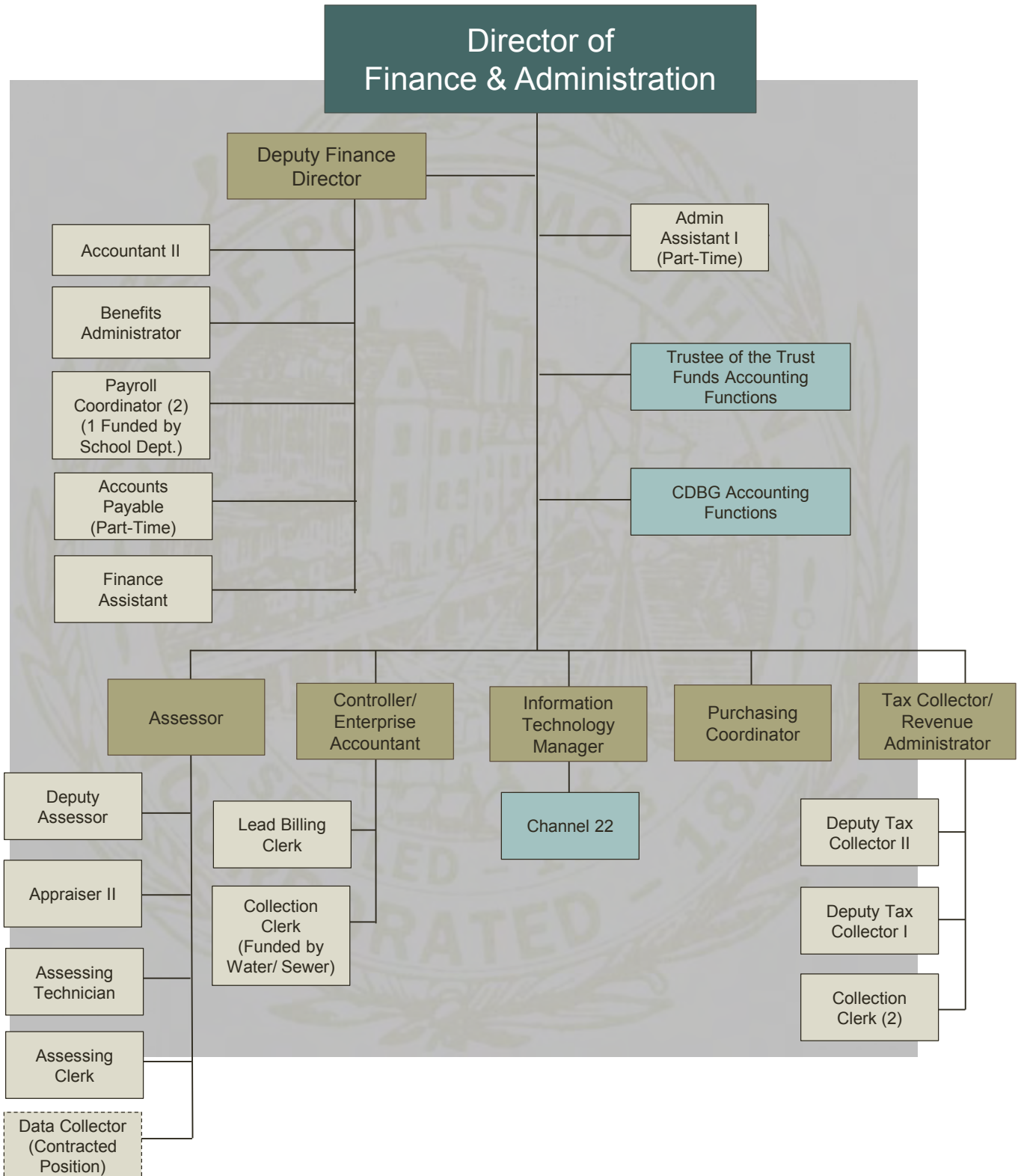
Prescott Park

On February 6, 2017 the City Council adopted the Prescott Park Master Plan recommended by the Blue Ribbon Committee on Prescott Park. As a result, the creation of a special revenue fund will commence in Fiscal Year 2018 which will fund the operations of the park. Historically some costs associated with park operations had been funded through the City's General Fund. These contributions, starting in FY18, will take the form of a General Fund Transfer to the Prescott Park Special Revenue Fund.

		FY16 BUDGET	FY16 ACTUAL	FY17 BUDGET	FY18 CITY MANAGER RECOMMENDED
GENERAL ADMINISTRATION					
034103	TELEPHONE	86,000	84,852	61,000	50,000
055050	PRINTING	6,000	6,437	6,000	6,700
062010	COPYING SUPPLIES	6,500	4,814	6,500	6,500
062501	POSTAGE	80,000	77,045	90,000	82,000
012001	PART TIME SALARIES	-	382	-	-
012041	COMMISSIONER STIPEND	3,600	3,600	3,600	3,600
014041	OVERTIME	7,500	5,209	7,500	7,500
016001	LEAVE AT TERMINATION	275,000	275,000	250,000	250,000
019002	UNANTICIPATED EXPENSES	6,949	-	-	80,000
022001	SOCIAL SECURITY	225	241	225	236
022501	MEDICARE	53	63	53	53
034301	GOVERNMENT ACCESS CHANNEL	30,000	31,220	50,000	50,000
041001	ELECTRICITY-STREET LIGHTS	368,000	312,799	368,000	315,000
056002	DUES MUNICIPAL ASSOC	25,075	25,729	26,500	27,350
062018	ST LIGHT SUPPLIES	30,000	25,243	30,000	30,000
081011	CHRISTMAS PARADE	10,000	7,893	10,000	10,000
081012	SHIPYARD ASSOCIATION	2,500	2,500	2,500	2,500
041002	ELECTRICITY	10,000	7,021	10,000	-
062001	OFFICE SUPPLIES	1,000	670	1,000	1,000
041002	ELECTRICITY	57,000	44,188	57,000	45,000
GEN ADMIN	Total	1,005,402	914,906	979,878	967,439
011065	COLL BARG CONTINGENCY	311,151	120,000	-	100,000
COLL BARG	Total	311,151	120,000	-	100,000
091004	TRANSFER-INDOOR POOL	150,000	150,000	150,000	150,000
INDOOR POOL	Total	150,000	150,000	150,000	150,000
091007	TRANSFER TO PRESCOTT PARK	-	-	-	30,479
PRESCOTT	Total	-	-	-	30,479

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Finance Department



Mission

To serve the residents, officials and departments with a financial accountability, timely reporting of financial results, prudent cash management and effective public communication and information technology, by applying high standards of accountability and professionalism in all of the various department functions



Finance Department

Services Overview

- ✓ Accounting
- ✓ Assessing
- ✓ Tax & Revenue Collection
- ✓ Information Technology
- ✓ Benefit & Payroll Administration
- ✓ Purchasing



Position Summary Schedule

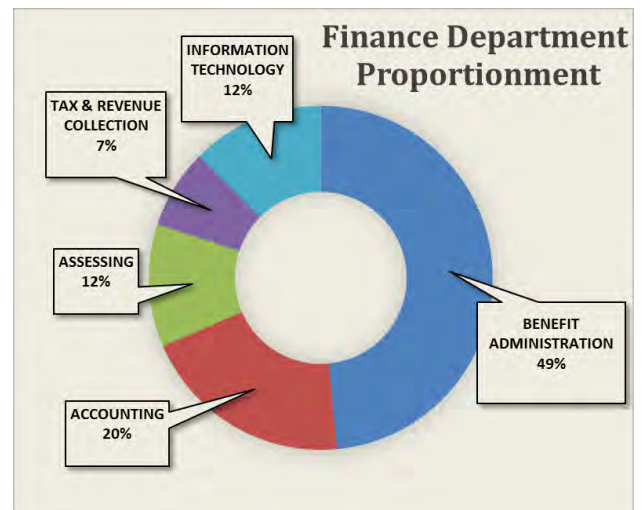
Positions Full time	FY16	FY17	FY18
Director of Finance & Administration	1	1	1
Deputy Finance Director	1	1	1
Certified Assessor	1	1	1
Deputy Assessor	1	1	1
Tax Collector/ Revenue Administrator	1	1	1
Deputy Tax Collector II	1	1	1
Deputy Tax Collector I	1	1	1
Information Technology Manager	1	1	1
Controller/ Enterprise Accountant	1	.80	.80
Accountant II	1	1	1
Purchasing Coordinator	1	1	1
Benefit Administrator	1	1	1
Payroll Coordinator (.8 Position funded by School Dept.)	1	1.8	1.8
Assessing Technician	0	1	1
Appraiser I	1	0	0
Appraiser II	1	1	1
Assessing Data Collector (Contract)	0	1	1
Lead Billing Clerk	1	1	1
Collections Clerk (1 Position funded by Water/Sewer)	3	3	3
Assessing Clerk	1	1	1
Finance Assistant	0	.48	.48
Total Full Time	20	22.08	22.08
Positions Part time	FY16	FY17	FY18
Administrative Assistant I	1	1	1
Account Clerk/Accounts Payable	1	1	1
Total Part Time	2	2	2

Department Budget Comments

The proposed budget for FY18 is \$4,436,248. This represents an overall net increase of \$170,143 or 3.99% from FY17.

The Finance Department comprises of five major divisions: Accounting, Assessing, Tax & Revenue Collection, Information Technology, and Benefit Administration.

Employee benefits for all General Government, Police, Fire and School Departments are administered by the Benefit Administrator position funded in the Finance



Department. Funding for the health, dental, and life and long-term disability premiums for General Government Departments are funded in the Finance Department.

<i>Budget Summary of Expenditures</i>				
	FY16	FY16	FY17	FY18
	BUDGET	ACTUAL	BUDGET	CITY MANAGER RECOMMENDED
FINANCE DEPARTMENT				
HEALTH INSURANCE	-	-	1,811,412	1,907,870
DENTAL INSURANCE	-	-	128,300	126,520
INSURANCE REIMBURSEMENT	-	-	58,500	55,000
LIFE AND DISABILITY	-	-	47,209	53,940
OTHER BENEFITS	-	-	8,477	8,210
<i>General Government Benefits</i>	-	-	2,053,898	2,151,540
SALARIES	1,270,275	1,175,340	1,319,026	1,322,627
PART-TIME SALARIES	23,227	57,594	57,712	62,231
OVERTIME	1,000	-	1,000	1,000
LONGEVITY	7,772	7,795	8,186	9,973
RETIREMENT	142,993	132,132	149,070	152,025
OTHER BENEFITS	99,629	90,368	106,083	107,089
<i>Contractual Obligations</i>	1,544,896	1,463,229	1,641,077	1,654,945
TRAINING/EDUCATION/CONFERENCES	9,700	8,925	11,075	11,075
CONTRACTED SERVICES	409,720	421,768	404,413	418,776
ADVERTISING	500	1,105	500	500
PRINTING	410	671	470	470
PROFESSIONAL ORGANIZATION DUES	4,415	2,942	4,540	4,465
OTHER OPERATING	146,037	142,148	150,132	194,477
<i>Other Operating</i>	570,782	577,560	571,130	629,763
TOTAL	2,115,678	2,040,789	4,266,105	4,436,248

The following table is a summary of expenditures for the five Finance Department Divisions.

<i>Proposed Budget by Divisions</i>	FY17	FY18	\$ CHANGE	% CHANGE
	BUDGET	CITY MANAGER RECOMMENDED	FROM FY17	FROM FY17
BENEFIT ADMINISTRATION	2,053,898	2,151,540	97,642	4.75%
ACCOUNTING	911,451	889,750	(21,701)	-2.38%
ASSESSING	464,225	507,923	43,698	9.41%
TAX & REVENUE COLLECTION	322,595	332,514	9,919	3.07%
INFORMATION TECHNOLOGY	513,936	554,521	40,585	7.90%
<i>Total Finance Department</i>	4,266,105	4,436,248	170,143	3.99%

The total net increase of 3.99% is primarily the result of:

- Increases in salary and benefits related to collective bargaining obligations.
- Increase of health insurance contribution to the Health Insurance Stabilization Fund.
- Increase need of professional services for Assessing
- Increase in annual maintenance costs for city-wide software which is primarily funded in the Information Technology Division.

Programs and Services

Accounting - Provides services to all City departments as well as ensures financial accountability and compliance with state and federal law, Generally Accepted Accounting Principles (GAAP), and Governmental accounting standards Board (GASB).

- Fiduciary responsibility for all City funds
- Prepare the City's annual budget document working with the City Manager and Department Heads to ensure timely submission to the City Council
- Prepare the annual Comprehensive Annual Financial Report in conjunction with the annual audit
- Monitor and analyze the activities of the current fiscal year to project trends in both revenues and expenditures
- Prepare the documents required by the Department of Revenue Administration to set the City's tax rate
- Produce quarterly summary reports and the audited annual financial statements that are submitted to the City Manager and City Council
- Prudently manage all City assets, including short- and long-term investments
- Prepare documentation and coordinate the sale of bonds to fund capital projects
- Administer the City's purchasing procedures in accordance with the City of Portsmouth Purchasing Manual, which ensures the efficient means for procurement of materials, supplies and equipment
- Administer billing and collection services for Water and Sewer bills, Police Outside Detail, Health Permits, Fire Alarm billing, and other miscellaneous bills
- Prepares bi-weekly payroll for General Government, Police, Fire and School departments internally and ensures compliance with state and federal tax laws.
- Administer Property and Liability Insurance for the City.



Information Technology- IT Division serves all City departments offering consulting, technical support, maintenance services, programming and application training. These functions include, but are not limited to the following:

- Support and maintain all City servers, workstations and printers network infrastructure
- Support the City's telephone system
- Support the City's mobile and cellular devices - phones, tablets, PDAs
- Support all software applications
- Support and maintain City e-mail system
- Support and develop applications for payroll, business licenses, utility billing, tax billing, credit card processing and lock box processing
- Provide one-on-one, classroom and seminar-style application training
- Provide on-site, on-line, remote and telephone support for all City entities



Public Communication and on-line services- The IT Division facilitates and administers e-government transactions and services to the residents as well as information services via local cable broadcasts. These include:

- Development and maintenance of the City's website, social media accounts and web services
- On-line payment of Property Tax Bills, Utility Bills, Parking Violations and Motor Vehicle Registration Renewals.

- Support, maintenance and publication of webcasts of City meetings and functions
- Support, maintenance and publication of Channel 22 Local Government Access Television Channel
- Support, maintenance of the City's mailing lists to the Public

Assessing- Ensure the valuation of residential and commercial property in the City of Portsmouth is in accordance with City policies and State law. Office duties and procedures include the following:

- Oversee citywide revaluation efforts
- Inspect properties to update real estate records based on improvement as noted in building permits
- Prepare and certify city valuation to set the annual tax rate
- Revise property values as appropriate
- Prepare and certify the tax roll
- Respond to inquiries from the public
- Perform sales verification
- Research deed transfers
- Process abatement requests
- Defend property values before the NH Superior Court and the Board of Tax and Land Appeals
- Complete equalization survey for the State of New Hampshire Department of Revenue
- Review applications for exemptions, credits, charitable, religious and educational exempt status
- Review current use, timber tax and gravel tax applications
- Prepare updates for GIS mapping changes
- Review and value changes submitted by the City's planning department for subdivision, boundary line adjustments, etc.
- Review and value new condo conversions submitted to the City
- Perform field reviews as needed



Tax Collection- The Tax Collection office serves residents, nonresidents and all City departments, and ensures accurate collection and timely deposits of City and State monies in a professional and courteous manner. Services include, but are not limited to the following:

- Collect, post and deposit property tax, water and sewer, accounts receivable, motor vehicle, boat and ATV/snowmobile payments
- Collect, post and deposit revenues from all City departments
- Administer implementation of Payment Center (central collections software) to City Departments.
- Research unidentified payments
- Administer City's electronic payment program for water/sewer, property tax, and motor vehicle, and other City billing, as required
- Process and post daily electronic transactions for water/sewer, property tax, and motor vehicle
- Provide assistance to the public with use of City's online and IVR payment process
- Perform monthly financial reconciliations of property tax, abatements, motor vehicle, and electronic payments received by City Departments
- Provide property tax information to residents, realtors, title companies, law firms, and banks
- Execute, record, release and research property tax liens
- Execute tax deed process
- Apply and/or refund property tax abatements with computed interest, where applicable
- Research and refund property tax overpayments
- Act as Municipal Agent for the State Department of Safety Division of Motor Vehicles
- Electronically transfer title application and registration fees to the State
- Determine residency for motor vehicle title application and registration purposes
- Process motor vehicle title and registrations, boat registrations, ATV/snowmobile registrations, and issue decals and plates
- Manage and be accountable for motor vehicle and boat decal and plate inventory



- Understand and adhere to City policies and applicable State laws.
 - Prepare month- and year-end property tax and motor vehicle reports
- Respond to in-person, phone and email inquiries

Benefits Administration - Responsible for the administration, development, implementation, enrollment, and communication of all benefits offered through the City of Portsmouth.

- Administer insurance programs including: health, dental, life, long-term disability insurance programs.
- Leave tracking and reporting.
- Administer flexible spending accounts.
- Administer wellness programs.
- File life and disability claims.

Telephone Administration – Responsible for the management of the telephone system including: billing, training employees on use of system, resolving problems/complaints, maintenance, and monitoring calls for business purposes.

<u>Goals and Objectives</u>	
<p>Goal #1:</p> <p><i>Provide professional and accurate financial reporting.</i></p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ Maintain compliance with Generally Accepted Accounting Principles (GAAP) and Governmental Accounting Standards Board (GASB) ✓ Prepare and present required financial documents to appropriate boards and the City Council per City Charter requirements ✓ Submit the FY 2018 City of Portsmouth Budget to the Government Finance Officers Association (GFOA) for consideration of the Distinguished Budget Award. The City has received eleven (11) consecutive Distinguished Budget Presentation Awards from GFOA for its Fiscal Year beginning July 1, 2006 through July 1, 2016. ✓ Prepare annually the Comprehensive Annual Financial Report (CAFR) and submit to GFOA for consideration of the Certificate of Achievement for Excellence in Financial Reporting. [FY16 CAFR was submitted] The City has received a total of twenty-three (23) awards for Fiscal Years ending June 30, 1988, 1989 and twenty-one (21) consecutive years from 1995 to 2015. ✓ Prepared the City's first Popular Annual Financial Report (PAFR) and submitted it GFOA for consideration of the award for Popular Annual financial Reporting. <p style="text-align: center;"><i>Citywide Goal Addressed: Financial Stability</i></p>
<p>Goal #2:</p> <p><i>Plan and pursue administrative improvements to expand services to City Departments.</i></p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ <i>Combine the function of the school payroll process within the Finance Department.</i> ✓ <i>Consolidating CDBG Treasury and Bookkeeping functions within the Finance Department.</i> ✓ <i>Consolidating Trustees of Trust Fund Treasury and Bookkeeping functions within the Finance Department.</i> ✓ <i>Improve and expand bulk purchasing protocols. [ongoing]</i> ✓ <i>Consolidate all billing and collection services in one division within Finance Department. [ongoing]</i> <p style="text-align: center;"><i>Citywide Goal Addressed: Financial Stability</i></p>

<p>Goal #3: <i>Upgrade computer systems</i></p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ <i>Upgrade Library workstations:</i> <ul style="list-style-type: none"> ✓ <i>Improve performance to optimize user productivity</i> ✓ <i>Insure ability to run current applications</i> ✓ <i>Maintain reliability of systems</i> ✓ <i>Upgrade Servers:</i> <ul style="list-style-type: none"> ✓ <i>Implement latest operating system version for reliability and security</i> ✓ <i>Update hardware for improved performance and increased data storage</i> ✓ <i>Replace aging systems to maintain reliability</i> <p><i>Citywide Goal Addressed: Financial Stability</i></p>
<p>Goal #4: <i>Rollout new City website</i></p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ <i>Implement the latest technology for enhanced look and feel</i> ✓ <i>Improve the user experience</i> ✓ <i>Allow easier updates, directly by departments</i> ✓ <i>Provide a consistent experience from department to department</i> ✓ <i>Maintain existing document and information history</i> <p><i>Citywide Goal Addressed: Public Outreach</i></p>
<p>Goal #5: <i>Implement new network monitoring and management system</i></p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ <i>Consolidate systems that monitor traffic and events throughout the City's systems</i> ✓ <i>Enhance the level of threat detection</i> ✓ <i>Provide easier configuration of devices and systems</i> ✓ <i>Enhance network security to continue to meet evolving CJIS standards</i> <p><i>Citywide Goal Addressed: Financial Stability</i></p>
<p>Goal #6: <i>Implement new software to continue to take advantage of the latest technology and improve ease of use</i></p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ <i>Implement new Parking Violation & Management system</i> ✓ <i>Implement new Animal Licensing System</i> ✓ <i>Implement new Motor Vehicle System</i> ✓ <i>Implement new Water Sewer billing system</i> ✓ <i>Implement new Miscellaneous billing system</i> ✓ <i>Continue rollout of Payment Center system</i> ✓ <i>Expand credit card processing capability to DPW and Library</i> <p><i>Citywide Goal Addressed: Public Outreach</i></p>
<p>Goal #7: <i>Implement new phone system in City Hall</i></p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ <i>Expand Voice over IP phone system to City Hall</i> ✓ <i>Improved communication between facilities</i> ✓ <i>Additional phone functionality creating a more efficient environment</i> ✓ <i>Improved ease of use</i> <p><i>Citywide Goal Addressed: Public Outreach</i></p>
<p>Goal #8: <i>Implement ERP Financial Management system</i></p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ <i>Implement latest version of Pentamation</i> ✓ <i>Improve processing and reporting</i> ✓ <i>Improve systems reliability</i> ✓ <i>Improve integration with other City systems</i> <p><i>Citywide Goal Addressed: Financial Stability</i></p>
<p>Goal #9: <i>Expand and upgrade MAN / WAN infrastructure</i></p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ <i>Implement fiber optic connection to Madbury facility for improved speed and reliability</i> ✓ <i>Implement fiber optic connection to Peirce Island facility for improved speed and reliability</i> ✓ <i>Upgrade managed Internet connection to provide greater bandwidth for mission critical applications and functions</i> <p><i>Citywide Goal Addressed: Financial Stability</i></p>

<p>Goal #10:</p> <p><i>Maintain, upgrade and develop systems and software to support various administrative and communication services via the Information Technology Division</i></p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ <i>The following items have been completed in FY16:</i> <ul style="list-style-type: none"> • <i>Work station replacement (80 systems in City Hall)</i> • <i>Server Upgrades</i> • <i>Implemented on-line payment of Water Sewer bills, Property Taxes, and Motor Vehicle renewals through Invoice Cloud</i> • <i>MFP (Multi-Function Printer) rollout and implementation</i> • <i>Upgrade Metropolitan Area Network hardware for improved efficiency and reliability</i> • <i>Replace Channel 22 Studio systems and upgrade to HD cameras</i> • <i>New Voice over IP phone system in Library, DPW and Fire Department</i> • <i>New City Hall WiFi system (public and private)</i> • <i>Expanded use of Payment Center to Police and Water Sewer Departments along with credit card processing.</i> • <i>Completed Kronos rollout for DPW</i>
<p><i>Citywide Goal Addressed: Public Outreach</i></p>	
<p>Goal #11:</p> <p><i>The Assessor's office is in the process of preparing for the upcoming 2017 statistical update.</i></p>	<p>Objectives</p> <ul style="list-style-type: none"> ✓ <i>Complete all building permit review throughout the City for permits completed as of April 1, 2017.</i> ✓ <i>Complete all subdivision and boundary line adjustments as of April 1, 2017.</i> ✓ <i>Complete new condominium complex review As of April 1, 2017.</i> ✓ <i>Complete sales review process for upcoming 2017 statistical update.</i> ✓ <i>Begin commercial income and expense verification for 2017 statistical update.</i>
<p><i>Citywide Goal Addressed: Regulation Adherence and Legislative Development</i></p>	
<p>Goal #12:</p> <p><i>Research and implement a wireless data collection process which would update pictures of all properties throughout the City and import them into the CAMA software.</i></p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ <i>A wireless system would allow data collection of permits or other collection efforts to be transmitted to the CAMA software at the property site improving efficiency.</i> ✓ <i>Update pictures of property throughout the City through a wireless collection process to assure accuracy and efficiency.</i> ✓ <i>Scan all property record information into the corresponding CAMA file so all data is available electronically.</i> ✓ <i>Integrate all assessing data, recorded subdivisions, boundary line adjusts and property tax maps and other relevant information into a data base so all information is available to the public for online viewing.</i>
<p><i>Citywide Goal Addressed: Public Outreach</i></p>	
<p>Goal #13:</p> <p><i>Integrate all assessment information into the CAMA system.</i></p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ <i>Incorporate, assessing, planning, and GIS data into one electronic file for easier public access.</i>
<p><i>Citywide Goal Addressed: Public Outreach</i></p>	
<p>Goal #14:</p> <p><i>The City of Portsmouth Tax Collection Office is committed to collecting and depositing property tax, water and sewer, motor vehicle and other City department revenues, and to the processing of motor vehicle transactions including title applications and boat and vehicle registrations, in an accurate, efficient, and professional manner.</i></p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ <i>Increase the value of the City of Portsmouth Tax Collection web pages by offering additional clear information. [ongoing]</i> ✓ <i>Provide the ability for residents, mortgage companies, law firms, real estate professionals, and general public to view property tax bills and account information online. (completed by end of FY16)</i> ✓ <i>Review laws and procedures to help ensure consistent, accurate and efficient customer interactions. [ongoing]</i> ✓ <i>Provide residents with the ability to register snowmobiles and OHRVs at City Hall. (completed)</i> ✓ <i>Assist other City Departments in implementing central collection/payment systems and credit card processes at their counters. (ongoing)</i>
<p><i>Citywide Goal Addressed: Regulation Adherence and Legislative Development</i></p>	

Goal #15: <i>Improve services to citizens and other patrons by providing more convenient methods of bill paying for water and sewer bills, property tax bills, parking related services or fines, recreation services and fees for other city services..</i>	Objectives: <ul style="list-style-type: none"> ✓ <i>Offering residents the ability to view their bills, schedule automatic payments, flex payments and use additional forms of payment.</i> ✓ <i>The city currently offers automatic payment from checking or savings account or by credit card for water and sewer bills and property tax bills.</i> ✓ <i>Provide the ability for residents and patrons to pay bills and transactions by debit or credit card at the counter in City Hall by upgrading and consolidating various cash receipting software modules.</i> Accomplishments: <ul style="list-style-type: none"> • <i>Implemented the use of credit cards for recreation services.</i> • <i>Installed an ATM machine in City Hall on December 10, 2013.</i> • <i>Implement use of credit cards in City Hall February 22, 2016</i>
	Citywide Goal Addressed: Public Outreach

Performance Measures

Accounting Number of GFOA Budget Awards FY15 – 9 FY16 –10 FY17 - 11	Accounting Number of GFOA CAFR Awards FY14 – 22 FY15 - 23 FY16 (Est) - 24	Accounting Bond Rating Standard & Poor's: FY15 – AAA FY16 – AAA FY17(Est) - AAA
Information Technology Percent increase in information downloaded via City's Website FY15 – 76% FY16 – 76% FY17 (Est) – 76%	Information Technology Average Bandwidth Utilization (*) FY15 – 45.0% FY16 – 45.0% FY17 (Est) – 45.0%	Information Technology Server Availability FY15 – 99.5% FY16 – 99.5% FY17 (Est) – 99.5%
Assessing Number of Taxable Properties (Includes Airport District) FY15 – 8578 FY16 – 8607 FY 17– 8636	Assessing Number of Sales FY15 – 497 FY16 – 544 FY 17 – 552	Assessing Number of Deeds Recorded FY15 – 832 FY16 – 833 FY 17 – 914
Assessing Number of Permits Inspected FY15 – 1965 FY16 – 3146 ****FY 17 (Est) – 2906	Assessing Equalization Ratio (**) FY15 - 88.5% FY16 – 92.5% FY 17 (Est) – 86%	Assessing Coefficient of Dispersion, Guidelines by the State of NH (***) FY15 – 10.2 FY16 – 7.4 FY 17 (Est) – 10.0
Tax Collection Percent of Current Taxes Collected FY15 – 97.8% FY16 – 98.0 FY17 (Est) – 98.0	Tax Collection Property Tax Accounts Billed FY15 – 8,507 FY16 – 8535 FY17 (Est) – 8567	Tax Collection Property Tax Accounts Liened for Current Year Taxes FY15 – 121 FY16 – 112 FY17 (Est) – 120
Tax Collection Motor Vehicle Registrations FY15 – 23,498 FY16 – 23.874 FY17 (Est) – 24,000	Tax Collection Boat Registrations FY15 – 261 FY16 – 382 FY17 (Est) – 385	Tax Collection ATV/ Snowmobile Registrations FY15 – 0 FY16 – 10 FY17 (Est) – 30

* Bandwidth utilization is the percent of traffic on a network compared to its capacity. Lower utilization percentages are preferable because less strain is placed on the network, thereby requiring minimal maintenance and service.

** The Coefficient of Dispersion (C.O.D.) is a statistic, which measures equity, or proportionality, among taxpayers. The Assessing Division's C.O.D. compares very favorably by exceeding the national standards recommended by the N.H. Department of Revenue for each type of property.

*** The equalization ratio indicates the relationship between assessed value and market value. This ratio is determined for each municipality every year by the NH Department of Revenue Administration, through a study of the qualified sales that occurred within the municipality during the previous year.

**** Permits estimated were issued between April 1 2016 to 3/1/2017.

2017-2018 BUDGETED POSITION AND SALARY DETAIL

			<u>POSITION</u>	<u>SALARY</u>
ACCOUNTING				
NON GRADE 26	G		DIRECTOR OF FINANCE AND ADMINISTRATION	129,493
PMA GRADE 19	G		DEPUTY FINANCE DIRECTOR	92,201
PMA GRADE 17	6D/6E	①	CONTROLLER/ENTERPRISE ACCOUNTANT	62,369
PMA GRADE 13	E		ACCOUNTANT II	65,785
NON GRADE 13	E		BENEFITS/ PAYROLL ADMINISTRATOR	65,785
NON GRADE 11	10D/2E		PAYROLL COORDINATOR	57,951
PMA GRADE 11	G		PURCHASING COORDINATOR	62,590
PMA GRADE 11	G	②	FINANCE ASSISTANT	30,043
1386B GRADE 7	9F/3G		LEAD BILLING CLERK	46,158
			EDUCATION STIPEND	4,312
TOTAL FULL TIME ACCOUNTING				616,687
NON GRADE 9	A	③	ADMINISTRATIVE ASSISTANT I	36,830
NON GRADE 5	A		ACCOUNT CLERK/ACCOUNTS PAYABLE	25,401
TOTAL PART TIME ACCOUNTING				62,231
ASSESSING				
NON GRADE 24	G		CERTIFIED ASSESSOR	117,511
PMA GRADE 15	5B/7C		DEPUTY ASSESSOR I	64,519
PMA GRADE 13	F		APPRAISER II	67,593
PMA GRADE 7	1C/11D		ASSESSING TECHNICIAN	46,906
1386B GRADE 3	5.5E/6.5F		ASSESSING ACCOUNT CLERK	37,342
CONTRACT			DATA COLLECTOR	29,250
			EDUCATION STIPEND	1,540
TOTAL FULL TIME ASSESSING				364,661
TAX COLLECTION				
PMA GRADE 18	E		REVENUE ADMINISTRATOR	79,842
PMA GRADE 11	G		DEPUTY TAX COLLECTOR II	62,590
1386B GRADE 7	6E/6F		DEPUTY TAX COLLECTOR I	45,230
1386B GRADE 5	3D/9E		COLLECTIONS CLERK	40,035
1386B GRADE 5	6.5C/5.5D		COLLECTIONS CLERK	37,624
TOTAL FULL TIME TAX COLLECTION				265,321
INFORMATION TECHNOLOGY				
PMA GRADE 15	G		IT MANAGER	75,958
TOTAL FULL TIME INFORMATION TECHNOLOGY				75,958
TOTAL FULL TIME				1,322,627
TOTAL PART TIME				62,231
TOTAL DEPARTMENT				1,384,858
ADDITIONAL PERSONNEL				
NON GRADE 11	G	④	PAYROLL COORDINATOR	50,355
TOTAL ADDITIONAL PERSONNEL				50,355
FOR TOTAL SALARY, PLEASE SEE PERSONNEL SUMMARY				
①	80% FINANCE, 15% PRESCOTT PARK, 5% CDBG			
②	48% FINANCE, 25% SEWER, 25% WATER, 2% SCHOOL			
③	95% FINANCE, 5% CDBG			
④	80% FUNDED BY SCHOOL DEPARTMENT, 20% PRESCOTT PARK			

		FY16 BUDGET	FY16 ACTUAL	FY17 BUDGET	FY18 CITY MANAGER RECOMMENDED
BENEFIT ADMINISTRATION					
01-700-104-51-110-405					
011061	INSURANCE REIMBURSEMENT	-	-	58,500	55,000
021001	INSURANCE-HEALTH	-	-	1,811,412	1,907,870
021101	INSURANCE-DENTAL	-	-	128,300	126,520
021501	INSURANCE-LIFE	-	-	16,598	18,540
021601	INSURANCE-DISABILITY	-	-	30,611	35,400
022001	SOCIAL SECURITY	-	-	3,628	3,410
022501	MEDICARE	-	-	849	800
039007	PROFESSION SERVICES-FSA	-	-	4,000	4,000
Benefits	Total	-	-	2,053,898	2,151,540
ACCOUNTING					
01-700-201-51-110-402					
011001	REGULAR SALARIES	634,724	547,307	645,291	616,687
012001	PART TIME SALARIES	22,139	56,506	57,712	62,231
014041	OVERTIME	1,000	-	1,000	1,000
015001	LONGEVITY	5,104	5,121	5,163	6,117
022001	SOCIAL SECURITY	41,105	35,802	44,029	42,535
022501	MEDICARE	9,614	8,421	10,280	9,950
023001	RETIREMENT	71,582	61,667	72,736	70,990
030101	PROF SERVICES-AUDIT	40,000	39,929	40,000	45,000
033001	PROF SERVICES-TEMP	10,000	7,220	-	-
039001	PROFESSIONAL SERVICES	10,000	10,000	10,000	10,000
043027	REPAIRS-OFFICE EQUIPMENT	500	-	500	500
053001	ADVERTISING	300	839	300	300
054050	TRAINING	1,000	380	1,000	1,000
056001	DUES PROFESSIONAL ORGANIZ	2,740	1,035	2,740	2,740
057101	TRAVEL AND CONFERENCE	2,000	1,610	2,000	2,000
062001	OFFICE SUPPLIES	15,000	12,810	15,000	15,000
067001	BOOKS & PERIODICALS	700	421	700	700
075001	FURNITURE AND FIXTURES	3,000	13,000	3,000	3,000
Accounting	Total	870,508	802,069	911,451	889,750
ASSESSING DEPARTMENT					
01-700-202-51-110-402					
011001	REGULAR SALARIES	317,165	308,280	341,854	364,661
012001	PART TIME SALARIES	-	-	-	-
014041	OVERTIME	-	-	-	-
015001	LONGEVITY	1,038	1,041	1,358	1,696
022001	SOCIAL SECURITY	19,729	18,187	21,281	22,714
022501	MEDICARE	4,614	4,253	4,976	5,312
023001	RETIREMENT	35,543	34,551	39,079	41,500
039001	PROFESSIONAL SERVICES	50,000	50,000	40,637	50,000
053001	ADVERTISING	-	267	-	-
054050	TRAINING	4,000	4,000	5,000	5,000
055001	MICROFILMING	300	-	-	-
055050	PRINTING	250	216	240	240
056001	DUES PROFESSIONAL ORGANIZ	1,500	1,722	1,500	1,500
057102	TRAVEL REIMBURSEMENT	3,000	2,224	2,800	2,800
062001	OFFICE SUPPLIES	3,500	3,089	3,500	3,500
067001	BOOKS & PERIODICALS	2,000	3,373	2,000	9,000
Assessing	Total	442,639	431,203	464,225	507,923
TAX COLLECTION					
01-700-203-51-110-402					
011001	REGULAR SALARIES	246,809	247,544	258,264	265,321
012001	PART TIME SALARIES	1,088	1,088	-	-
015001	LONGEVITY	1,038	1,041	1,061	1,236
022001	SOCIAL SECURITY	15,436	14,970	16,079	16,773
022501	MEDICARE	3,611	3,501	3,760	3,923
023001	RETIREMENT	27,807	27,782	28,966	30,786

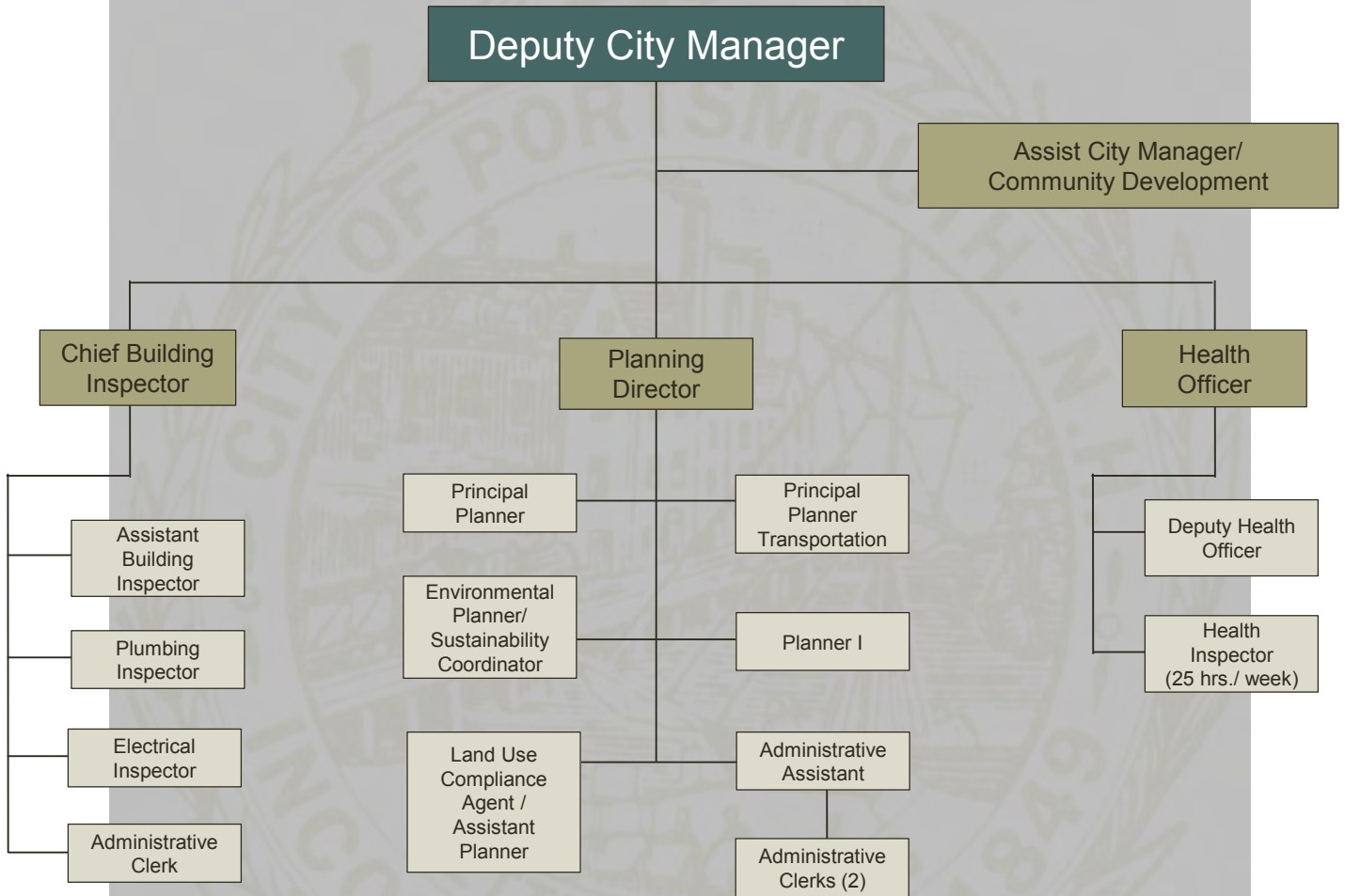
		FY16 BUDGET	FY16 ACTUAL	FY17 BUDGET	FY18 CITY MANAGER RECOMMENDED
039001	PROFESSIONAL SERVICES	4,600	2,380	4,600	4,600
043027	REPAIRS-OFFICE EQUIPMENT	360	387	455	455
053001	ADVERTISING	200	-	200	200
054050	TRAINING	1,950	2,587	2,325	2,325
055050	PRINTING	160	455	230	230
056001	DUES PROFESSIONAL ORGANIZ	175	185	300	225
057101	TRAVEL AND CONFERENCE	-	348	-	-
062001	OFFICE SUPPLIES	6,000	4,811	6,000	6,000
067001	BOOKS & PERIODICALS	355	440	355	440
Tax	Total	309,589	307,520	322,595	332,514

**INFORMATION TECHNOLOGY
01-700-204-51-110-402**

011001	REGULAR SALARIES	71,577	72,209	73,617	75,958
015001	LONGEVITY	592	592	604	924
022001	SOCIAL SECURITY	4,474	4,240	4,602	4,767
022501	MEDICARE	1,046	992	1,076	1,115
023001	RETIREMENT	8,061	8,132	8,289	8,749
034104	CELLULAR PHONES	12,000	13,272	12,500	18,000
034204	OUTSIDE IT SUPPORT	214,000	234,500	224,000	224,000
034205	SOFTWARE SUPPORT & MAINT	81,120	77,740	85,176	85,176
034206	SOFTWARE-ANNUAL MAINT	96,322	87,665	100,322	132,082
057101	TRAVEL AND CONFERENCE	750	-	750	750
062001	OFFICE SUPPLIES	2,500	656	2,500	2,500
067001	BOOKS & PERIODICALS	500	-	500	500
IT	Total	492,942	499,997	513,936	554,521
TOTAL FINANCE DEPARTMENT		2,115,678	2,040,789	4,266,105	4,436,248

Regulatory Services

Planning, Inspection and Health Departments



Inspection Dept. Mission

The Inspection Department seeks to insure the integrity of the City's existing and future built environment through the implementation and enforcement of the City's construction codes relating to structural integrity, safe wiring, sound plumbing, safe mechanical systems and properly installed fire protection systems.

Planning Dept Mission

The mission of the Planning Department is to manage the City's development, protect its environment and preserve and enhance the quality of life of its residents through effective planning, land use regulation and land use management. In carrying out this mission the Department prepares studies and plans; reviews applications for permits; and provides professional assistance to the City Council, Planning Board, other City boards and departments, land use applicants and members of the public.

Health Dept Mission

To protect, promote, and enhance the health and well-being of Portsmouth residents, visitors and environment by providing public and environmental health planning and services, including emergency response planning.



Planning Department

Services Overview

- ✓ Community Planning
- ✓ Land Use Management
- ✓ Transportation Planning and Coordination
- ✓ Environmental Planning and Sustainability
- ✓ Communication and Public Information



Position Summary Schedule

Positions Full time	FY16	FY17	FY18
Deputy City Manager	.65	.65	.65
Assistant City Manager	0	0	.075
Planning Director	1	1	1
Principal Planner Transportation	.5	.5	.5
Principal Planner	1	1	1
Environmental Planner / Sustainability Coordinator	.3	.3	.3
Planner I	1	1	1
Land Use Compliance Agent/ Assistant Planner	1	1	1
Administrative Assistant	1	1	1
Administrative Clerk	2	2	2
Total Full Time	8.45	8.45	8.525

Department Budget Comments

The Planning Department's proposed budget for FY18 is \$819,893, representing a net increase of \$34,308 or 4.37% from the FY17 budget.

The FY18 proposed budget includes additional funding (\$1,006) for professional dues, but otherwise is unchanged with the exception of salaries and benefits. The salary increases are the outcome of contractual obligations that resulted from the collective bargaining agreements as well as the apportionment of the Assistant City Manager position.

Budget Summary of Expenditures

	FY16 BUDGET	FY16 ACTUAL	FY17 BUDGET	FY18 CITY MANAGER RECOMMENDED
PLANNING				
SALARIES	560,684	568,629	576,096	602,320
PART-TIME SALARIES	15,082	22,040	13,992	15,000
OVERTIME	1,500	1,030	1,500	1,500
LONGEVITY	2,744	2,753	2,285	2,487
RETIREMENT	62,936	63,979	64,770	68,544
OTHER BENEFITS	44,609	41,588	45,436	47,530
<i>Contractual Obligations</i>	687,555	700,018	704,079	737,381
TRAINING/EDUCATION/CONFERENCES	4,250	5,495	8,000	8,000
CONTRACTED SERVICES	16,000	1,121	16,000	16,000
ADVERTISING	23,000	21,596	23,000	23,000
PRINTING	1,800	2,046	1,800	1,800
PROFESSIONAL ORGANIZATION DUES	16,806	17,340	17,306	18,312
OTHER OPERATING	15,000	16,792	15,400	15,400
<i>Other Operating</i>	76,856	64,390	81,506	82,512
TOTAL	764,411	764,408	785,585	819,893

Community Planning –

Planning Department staff carry out a wide range of comprehensive and strategic planning functions:

- Prepare, coordinate and assist in assessments and studies relating to land use, urban design, housing, economic development, natural resource protection, open space and recreation, historic preservation, and municipal facilities and services.
- Prepare, coordinate and assist in special studies, such as for street corridors and facility improvements.
- Participate in regional planning entities including the Rockingham Planning Commission.
- Assist the Finance Department and Planning Board in preparing the annual Capital Improvement Plan.

Land Use Management –

The Planning Department is the primary City agency charged with administering the Zoning Ordinance, Subdivision Rules and Regulations, and Site Plan Review Regulations:

- Provide professional staff assistance to the City Council, Planning Board, Zoning Board of Adjustment, Conservation Commission, Historic District Commission and other municipal committees.
- Prepare and review proposed amendments to land use ordinances and regulations.
- Review site plans, determine compliance with land use regulations, and coordinate the building permit review process with City departments.
- Review proposed and potential projects with property owners, applicants and designers; explore options and alternatives; and provide application assistance.



Transportation Planning and Coordination –

The Department coordinates planning for all transportation modes:

- Prepare and implement policies and plans relating to transportation, street design, wayfinding, transit and parking.
- Plan and implement bicycle and pedestrian projects and programs, including the Bicycle and Pedestrian Plan and the Safe Routes to School program.
- Assist municipal committees charged with transportation and parking responsibilities.
- Represent the City on regional transportation entities including the Rockingham Planning Commission Metropolitan Planning Organization (MPO), the Cooperative Alliance for Seacoast Transportation (COAST) and CommuteSMARTseacoast (a Transportation Management Agency).

Environmental Planning and Sustainability –

The Department is responsible for plans and projects relating to natural resource protection, open space planning and natural hazard mitigation:

- Prepare studies and plans relating to natural resources and environmental quality.
- Maintain current environmental inventories and open space information.
- Track and report on sustainability efforts undertaken by City departments.
- Provide training in sustainability for City staff and assist with community sustainability outreach.
- Assist City departments in preparing and complying with state and federal permit applications.

- Represent the City in regional environmental organizations including the Seacoast Stormwater Coalition, the Piscataqua Region Estuary Partnership (PREP), the USEPA’s New England Municipal Sustainability Network (NEMSN) and the Coastal Adaptation Workgroup (CAW).
- Provide staff support to the Blue Ribbon Committee on Sustainable Practices.

Communication and Public Information –

The Department provides information services to the public, members of various boards, City departments, State and Federal agencies, and non-profits:

- Assist City land use agencies to improve community service by preparing guidelines and manuals.
- Maintain and expand educational opportunities for citizen board members and staff through regional and State forums.

<i>Goals and Objectives</i>	
<p>Goal #1:</p> <p>Coordinate and implement comprehensive community planning efforts to be responsive to community needs and consistent with federal and state laws and regulations.</p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ Prepare and update the Master Plan. ✓ Carry out studies and prepare specific plans relating to land use, transportation, urban design, natural resources and related aspects of the City’s physical development. ✓ Identify appropriate uses and development standards for residential neighborhoods and commercial and industrial districts. ✓ Participate in regional land use, transportation and environmental planning programs and initiatives. <p><i>Citywide Goal Addressed: A Welcoming, Safe and Diverse Community</i></p>
<p>Goal #2:</p> <p>Carry out Master Plan strategies and monitor progress toward implementation.</p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ Work with City departments and land use boards, other public agencies, and private/nonprofit partners to implement the Master Plan. ✓ Review and revise the Zoning Ordinance and other land use regulations to promote the goals of the Master Plan. ✓ Develop new standards and guidelines as recommended by the Master Plan, including building design review regulations and street design standards. ✓ Assist and administer land use reviews in conjunction with the Pease Development Authority. <p><i>Citywide Goal Addressed: A Welcoming, Safe and Diverse Community</i></p>
<p>Goal #3:</p> <p>Provide professional service to the public, other departments, and governmental agencies.</p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ Maintain a professional, responsive and service-oriented staff to meet the public’s needs in a complex regulatory environment. ✓ Provide educational and training opportunities for staff, land use boards and commissions. ✓ Participate in the development of information systems, including mapping systems and data management. ✓ Ensure public access to relevant planning documents, data and information. <p><i>Citywide Goal Addressed: A Welcoming, Safe and Diverse Community</i></p>

Performance Measures

Applications processed by Planning Department (and percent change from previous year)

	FY15	FY16	FY17 (Est)
Building Permit Applications	410 (+18.8%)	449 (+9.5%)	500 (+11%)
Sign Permit Applications	113 (-9.7%)	111 (-1.8%)	123 (+10.8%)
Historic District Commission			
Applications for Certificates of Approval (Public Hearings)	107 (-9%)	88 (-17.8%)	52 (-40.9%)
Applications for Certificates of Approval (Administrative Approvals)	N/A	95	122 (+28.4%)
Board of Adjustment			
Applications/ Petitions	105 (+3%)	119 (+13.3%)	120 (+0.8%)
Planning Board			
Site Plan Review	22 (+38%)	18 (-18.2%)	12 (-33.3%)
Design Review	0	1	7
Preliminary Conceptual Consultation	0	3	6 (+50%)
Subdivision / Lot Line Change	9 (-36%)	18 (+50%)	13 (-27.8%)
Conditional Use Permits – Wetlands	21 (-28%)	17 (-19%)	20 (+17.6%)
Conservation Commission			
Conditional Use Permits – Wetlands	21 (-28%)	17 (-19%)	20 (+17.6%)
State Wetland Permits	11	20 (+81.8%)	20 (+/- 0%)
Total	819 (-7.2%)	1,252 (+52.9%)	1,015 (-18.9%)

Zoning Revisions and City Council Referrals Completed

	FY15	FY16	FY17 (Est)
Zoning Ordinance Amendments	4	6	8
Zoning Map Revisions	0	4	1
City Council Referrals	12	12	12
Total	16	22	21

Major Planning Department Projects

	FY15	FY16	FY17 (Est)
North End Vision Plan and Character-Based Zoning	Started / Completed		
West End Vision Plan and Character-Based Zoning	Started	Completed	
Master Plan	Started	Active	Completed
Wayfinding Program Implementation - Phase 1	Started	Completed	
Wayfinding Program Implementation - Phase 2		Started	Completed
Wayfinding Program Implementation - Phase 3			Started
Middle Street / Lafayette Road Bicycle Route Design and Construction	Active	Active	Active
NH Seacoast Greenway (Hampton Branch) Rail Trail	Active	Active	Active
Housing Committee Report and Recommendations			Started / Completed
Bicycle Boulevards Design			Started

2017-2018 BUDGETED POSITION AND SALARY DETAIL

		<u>POSITION</u>	<u>SALARY</u>
PLANNING DEPARTMENT			
NON GRADE 28	D	① DEPUTY CITY MANAGER	84,326
PMA GRADE 18	F	④ ASSISTANT CITY MANAGER	6,459
PMA GRADE 22	10B/2C	PLANNING DIRECTOR	88,811
PMA GRADE 16	E	③ PRINCIPAL PLANNER TRANSPORTATION	41,823
PMA GRADE 16	E	PRINCIPAL PLANNER	76,067
PMA GRADE 15	G	② ENVIRONMENTAL PLANNER/SUSTAINABILITY COORDINATOR	22,788
PMA GRADE 14	10D/2E	PLANNER I	66,503
PMA GRADE 11	2F/10G	ADMINISTRATIVE ASSISTANT	62,386
PMA GRADE 13	4A/8B	LAND USE COMPLIANCE/ASSISTANT PLANNER	56,043
1386B GRADE 7	F	ADMINISTRATIVE CLERK	45,843
1386B GRADE 7	F	ADMINISTRATIVE CLERK	45,843
		EDUCATION STIPENDS	5,428
TOTAL FULL TIME			602,320
MINUTE TAKERS			15,000
TOTAL PART TIME			15,000
TOTAL DEPARTMENT			617,320

FOR TOTAL SALARY, PLEASE SEE PERSONNEL SUMMARY

65% PLANNING, 10% HEALTH DEPARTMENT, 5% INSPECTION,

- ① 10% WATER, 10% SEWER
30% PLANNING, 25% FUNDED BY WATER, 25% FUNDED BY
- ② SEWER, 20% THE COAKLEY LANDFILL TRUST
- ③ 50% PLANNING, 50% PARKING AND TRANSPORTATION
7.5% PLANNING, 5% CDBG, 20% PW, 20% PARKING, 20%
- ④ WATER, 20% SEWER, 7.5% TRUSTEES OF TRUST FUNDS

		FY16 BUDGET	FY16 ACTUAL	FY17 BUDGET	FY18 CITY MANAGER RECOMMENDED
PLANNING DEPARTMENT					
01-714-410-51-110-406					
011001	REGULAR SALARIES	560,684	568,629	576,096	602,320
012001	PART TIME SALARIES	15,082	22,040	13,992	15,000
014041	OVERTIME	1,500	1,030	1,500	1,500
015001	LONGEVITY	2,744	2,753	2,285	2,487
022001	SOCIAL SECURITY	36,154	33,235	36,825	38,521
022501	MEDICARE	8,455	8,353	8,611	9,009
023001	RETIREMENT	62,936	63,979	64,770	68,544
032004	PROF SERVICES-COURT FEES	200	309	200	200
033001	PROF SERVICES-TEMP	6,000	1,121	6,000	6,000
039001	PROFESSIONAL SERVICES	10,000	-	10,000	10,000
043027	REPAIRS-OFFICE EQUIPMENT	5,000	7,344	5,000	5,000
053001	ADVERTISING	23,000	21,596	23,000	23,000
054050	TRAINING	750	1,365	1,000	1,000
055050	PRINTING	1,800	2,046	1,800	1,800
056001	DUES PROFESSIONAL ORGANIZ	1,500	2,034	2,000	2,500
056004	DUES ROCKINGHAM PLAN COMM	14,706	14,706	14,706	15,212
056008	ICLEI DUES	600	600	600	600
057101	TRAVEL AND CONFERENCE	3,500	4,130	7,000	7,000
057102	TRAVEL REIMBURSEMENT	1,600	808	1,600	1,600
061003	MEETING SUPPLIES	100	74	100	100
062001	OFFICE SUPPLIES	4,800	4,690	4,800	4,800
067001	BOOKS & PERIODICALS	1,200	1,609	1,600	1,600
075001	FURNITURE AND FIXTURES	500	778	500	500
081010	CONSERVATION COMMISSION	1,600	1,180	1,600	1,600
Planning	Total	764,411	764,408	785,585	819,893



Inspection Department

Services Overview

- ✓ Plan Review and Code Consulting
- ✓ Permit Issuance
- ✓ Construction Inspections
- ✓ Construction Completion
- ✓ Code Enforcement



Position Summary Schedule

Positions Full Time	FY16	FY17	FY18
Deputy City Manager	.05	.05	.05
Chief Building Inspector	1	1	1
Assistant Building Inspector	1	1	1
Plumbing Inspector	1	1	1
Electrical Inspector	1	1	1
Administrative Clerk	1	1	1
Total Full Time	5.05	5.05	5.05
Positions Part Time	FY16	FY17	FY18
Administrative Clerk	1	1	0
Total Part Time	1	1	0

Department Budget Comments

The Inspection Department is proposing a budget of \$480,102 for FY18. This represents an increase of \$30,145 or 6.70% from the FY17 budget due to contractual obligations as well as the inclusion of part time/back up plumbing, and electrical inspectors

to provide qualified inspections during main inspector vacations or extended absences. The addition of back up staff to provide coverage for front desk administration coverage during vacation and/or extended absences. FY18 estimated total number of permits issued, construction value and permit fees assessed are on track to significantly exceed the numbers from the previous year (see Performance Measures).

Budget Summary of Expenditures

	FY16 BUDGET	FY16 ACTUAL	FY17 BUDGET	FY18 CITY MANAGER RECOMMENDED
INSPECTION				
SALARIES	339,696	342,875	354,131	364,953
PART-TIME SALARIES	27,000	29,685	6,428	10,000
OVERTIME	2,448	523	1,500	1,500
LONGEVITY	370	370	302	616
RETIREMENT	37,986	38,399	39,757	41,772
OTHER BENEFITS	28,081	27,097	27,724	28,846
<i>Contractual Obligations</i>	<i>435,581</i>	<i>438,949</i>	<i>429,842</i>	<i>447,687</i>
TRAINING/EDUCATION/CONFERENCES	2,300	1,374	2,300	2,300
CONTRACTED SERVICES	-	3,167	5,000	20,000
ADVERTISING	1,000	688	1,000	1,000
PRINTING	2,000	53	2,000	2,000
PROFESSIONAL ORGANIZATION DUES	1,000	495	1,000	1,000
OTHER OPERATING	13,815	8,690	8,815	6,115
<i>Other Operating</i>	<i>20,115</i>	<i>14,467</i>	<i>20,115</i>	<i>32,415</i>
TOTAL	455,696	453,416	449,957	480,102

Programs and Services

Plan Review and Code Consulting - Review all documentation associated with each construction project. Discuss technical aspects of projects with clients and inform them of code design deficiencies.

Permit Issuance - Coordinate and process final documentation for building permit issuance. Issue permits to electricians, plumbers, mechanical and fire protection system installers. Review applications and issue sign permits.

Construction Inspections - Implement the series of construction inspections in all disciplines to insure code conformance of the various constructed elements. Record inspection findings and notify responsible parties of results.

Construction Completion - Perform final building and safety system inspections for all disciplines (building, electrical, plumbing, mechanical, and fire). Issue Certificates of Occupancy and Certificate of Completion upon successful final inspections.

Code Enforcement - Investigate claims of code violations including building, electrical, plumbing, mechanical and zoning matters.

Goals and Objectives

<p>Goal #1:</p> <p><i>Continue/complete the process for adopting the 2015 editions of the International Family of Construction Codes in anticipation of adoption by the State.</i></p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ <i>Author code amendments, conduct public input sessions and present to City Council new construction codes for adoption. This process will run concurrently with the State adoption of these same model codes.</i> <p><i>Citywide Goal Addressed: Regulation Adherence and Legislative Development</i></p>
<p>Goal #2:</p> <p><i>Maintain the accuracy and improve efficiency of Inspection Department services.</i></p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ <i>Increase efficiency of permit application process through utilization of enhanced IT system allowing permits to be applied for, paid for and issued online. Continue to update the website and department handouts to keep the public informed of our procedures and to assist in navigating them through the permit process.</i> ✓ <i>Continue to provide education and guidance to applicants and builders on recent changes to the all applicable model ICC codes including the International Energy Conservation Code.</i> <p><i>Citywide Goal Addressed: Regulation Adherence and Legislative Development</i></p>
<p>Goal #3:</p> <p><i>Work with Planning Department and Fire Prevention staff to evaluate and implement joint operating procedures.</i></p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ <i>Continue the process, implement more efficient permit process procedures and forms including the implementation of online permit application process utilizing new permitting software.</i> <p><i>Citywide Goal Addressed: Public Outreach</i></p>

Performance Measures

Total Building Permit Applications Processed
(Including Building Electrical, Plumbing/ Mechanical & Fire Protection Systems)
FY15 – 2,502
FY16 – 3,086
FY17 (Est) – 3,000+

Total Construction Value Declared
(Building Permits)
FY15 - \$73,308,353
FY16 - \$126,249,200
FY17 (Est) - \$100,000,000+

Total Construction Permit Fees Collected
(All Permits)
FY15 - \$703,178
FY16 – \$1,020,583
FY17 (Est) - \$1,000,000+

ISO Code Effectiveness Grading Classification
(Based on a 10 Point Scale with “1” Being the Highest)
FY15 – 4
FY16 – 4
FY17 (Est) - 4

2017-2018 BUDGETED POSITION AND SALARY DETAIL

		<u>POSITION</u>	<u>SALARY</u>
INSPECTION DEPARTMENT			
NON GRADE 28	D	① DEPUTY CITY MANAGER	6,487
PMA GRADE 20	E	CHIEF BUILDING INSPECTOR	92,340
PMA GRADE 16	E	ASSISTANT BUILDING INSPECTOR	76,067
PMA GRADE 15	F	PLUMBING INSPECTOR	74,469
PMA GRADE 15	E	ELECTRICAL INSPECTOR	72,476
1386B GRADE 7	9D/3E	ADMINISTRATIVE CLERK	43,037
		EDUCATION STIPEND	77
<u>TOTAL FULL TIME</u>			<u>364,953</u>
VARIOUS PART TIME INSPECTORS AS NEEDED			10,000
<u>TOTAL PART TIME</u>			<u>10,000</u>
<u>TOTAL DEPARTMENT</u>			<u>374,953</u>

FOR TOTAL SALARY, PLEASE SEE PERSONNEL SUMMARY

① 5% INSPECTION, 65% PLANNING, 10% HEALTH
DEPARTMENT, 10% WATER, 10% SEWER

		FY16 BUDGET	FY16 ACTUAL	FY17 BUDGET	FY18 CITY MANAGER RECOMMENDED
INSPECTION DEPARTMENT					
01-716-420-51-110-415					
011001	REGULAR SALARIES	339,696	342,875	354,131	364,953
012001	PART TIME SALARIES	27,000	29,685	6,428	10,000
014041	OVERTIME	2,448	523	1,500	1,500
015001	LONGEVITY	370	370	302	616
022001	SOCIAL SECURITY	22,758	21,923	22,470	23,378
022501	MEDICARE	5,323	5,174	5,254	5,468
023001	RETIREMENT	37,986	38,399	39,757	41,772
033001	PROF SERVICES-TEMP	-	3,167	-	15,000
039001	PROFESSIONAL SERVICES	-	-	5,000	5,000
039003	PROF/SERVICES-LICENSING	515	270	515	515
043027	REPAIRS-OFFICE EQUIPMENT	200	229	200	400
053001	ADVERTISING	1,000	688	1,000	1,000
054050	TRAINING	500	290	500	500
055050	PRINTING	2,000	53	2,000	2,000
056001	DUES PROFESSIONAL ORGANIZ	1,000	495	1,000	1,000
057101	TRAVEL AND CONFERENCE	1,800	1,084	1,800	1,800
057102	TRAVEL REIMBURSEMENT	8,400	5,187	3,400	500
061002	MISCELLANEOUS SUPPLIES	200	697	200	200
062001	OFFICE SUPPLIES	2,000	2,064	2,000	2,000
062002	ENGINEERING SUPPLIES	300	-	300	300
067001	BOOKS & PERIODICALS	1,700	158	1,700	1,700
075001	FURNITURE AND FIXTURES	500	85	500	500
Inspection	Total	455,696	453,416	449,957	480,102



Health Department

Services Overview

- ✓ Provide input and direction on community public health and environmental issues
- ✓ Provide Public Health Education
- ✓ Food Service Inspection and Permitting
- ✓ Inspect childcare centers, public & private schools
- ✓ Ensure compliance with food recalls & investigate food borne illness
- ✓ Investigate environmental complaints regarding quality of water, air, soil
- ✓ Communicable disease and emergency response

Position Summary Schedule

Positions Full Time	FY16	FY17	FY18
Deputy City Manager	.10	.10	.10
Health Officer	1	1	1
Deputy Health Officer	.4	.4	.4
Total Full Time	1.5	1.5	1.5
Positions Part Time	FY16	FY17	FY18
Health Inspector	0	1	1
Total Part Time	0	1	1

Department Budget Comments

The Health Department's proposed budget for FY18 is \$205,771 representing an increase of \$7,235 or 3.64% from FY17 due to an increase in the budget for essential training and contractual obligations. The Health Department budget funds 10% of the Deputy City Manager position, a Health Officer, who serves as Department Head, 40% of a Deputy Health Officer position, and a part-time Health Inspector.



Budget Summary of Expenditures

	FY16 BUDGET	FY16 ACTUAL	FY17 BUDGET	FY18 CITY MANAGER RECOMMENDED
HEALTH DEPARTMENT				
SALARIES	125,134	127,132	127,226	131,187
PART-TIME SALARIES	3,900	4,007	39,629	39,845
LONGEVITY	858	858	846	862
RETIREMENT	14,073	14,311	14,304	15,027
OTHER BENEFITS	9,639	9,436	12,831	13,150
<i>Contractual Obligations</i>	<i>153,604</i>	<i>155,745</i>	<i>194,836</i>	<i>200,071</i>
TRAINING/EDUCATION/CONFERENCES	1,000	849	1,000	3,000
PRINTING	200	178	200	200
PROFESSIONAL ORGANIZATION DUES	100	95	100	100
OTHER OPERATING	2,400	434	2,400	2,400
<i>Other Operating</i>	<i>3,700</i>	<i>1,555</i>	<i>3,700</i>	<i>5,700</i>
TOTAL	157,304	157,300	198,536	205,771

The City's Health Department plays a significant role in environmental and community issues affecting local public health. Department staff serve on the Center for Disease Control (CDC)'s Agency for Toxic Substances and Disease Registry (ATSDR)'s Community Assistance Panel, serving in a communication and health study assessment planning role between the Pease community and numerous state, federal and independent resources regarding the PFC contamination in the Pease water supply. Department staff also serve on the United States Air Force's Restoration Advisory Board regarding aquifer restoration at the former Pease Air Force Base. The Health Officer is also a member of the Governor's Task Force on the Seacoast Cancer Cluster Investigation which is charged with ensuring local coordination to address emerging health and environmental concerns in the Seacoast.

The Department has also been intensely involved in a concerted local effort to bring resources to combat the opioid crisis in our community, including supporting the opening of Safe Harbor Peer Supported Recovery Center in Portsmouth to assist citizens in a successful recovery from substance misuse. Safe Harbor has been operating since July, 2016 and also serves as an entry point to additional system services for persons seeking treatment.

The Department also works on many issues facing our locally underserved and vulnerable populations.

The Department is responsible for licensing and inspecting over 300 food service establishments culminating in 27,906 seats, ranging from mobile carts and convenience stores to full scale restaurants seating over 500. The Health Department also licenses and inspects the Farmers' Market and numerous year-round festivals and events that draw thousands of visitors. Furthermore, the explosion of sustainability principles and locally produced foods has created a rapidly growing and complex novel foods industry that requires the application of numerous federal and state regulations, food safety practices and processes far beyond the traditional role of food-service inspections.

Education and training in multiple scientific disciplines are vital for department staff to meet the growing complexity and demands of food protection, public health, environmental health and emergency response planning on a local level, particularly with diminishing state and federal resources. Department staff must remain competent and prepared to respond to increasingly sophisticated routine duties as well as City and regional outbreaks, exposures and disasters. Environmental challenges such as climate change, emerging pathogens and emerging contaminants, as well as changing demographics play an ever increasing role in our understanding of public health and population protection.

Programs and Services

Environmental Health-

- Participate in response to public health crises.
- Inspect food service operations and conduct consultations for prospective new establishments.
- Review and approve food service floor plans and issue food service permits.
- Evaluate, permit and ensure compliance with Special Processes operations.
- Investigate complaints related to failed septic systems, sewer back-ups and improperly disposed trash.
- Respond to fires and injuries in restaurants and in other food service establishments.
- Inspect in-home daycares and daycare centers, residential care facilities, nursery schools, Head Start program facilities and foster homes.
- Inspect public and private schools, and adult entertainment venues.
- Ensure compliance with state and federal food recalls, including proper removal of recall items by stores.
- Advocate for our underserved and vulnerable populations.
- Investigate food borne illness complaints, including providing food samples to the state public health laboratory for analysis.
- Collect food samples from various food services on a scheduled basis as required by the state laboratory.
- Investigate complaints regarding water, soil and air quality, lead paint, and asbestos.
- Monitor vector borne diseases and respond if appropriate.

- Participate in emergency and pandemic planning and response.
- Respond to communicable disease outbreaks in conjunction with the State of NH DHHS.
- Respond to complaints regarding pests of public health significance and insanitary living conditions.
- Participate in Community Recovery planning and response.
- Participate in regional sheltering and plan for local sheltering.
- Provide technical assistance.
- Communicate public health risks.
- Refer vulnerable residents and others to appropriate services.
- Participate in community health issues response.

<u>Goals and Objectives</u>	
<p>Goal #1:</p> <p><i>Protect and promote food safety through food service inspection of establishments and enforcement of local, state and federal food safety regulations and through education.</i></p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ <i>Conduct regular inspections of all permanent and temporary food establishments and transition to an electronic documentation system to increase efficiency.</i> ✓ <i>Respond to food borne illnesses and outbreaks as reported by the NH DHHS, Communicable Disease and Control Bureau and public complaints related to local food service establishments.</i> ✓ <i>Offer food safety education to local food service workers.</i>
<i>Citywide Goal Addressed: Regulation Adherence and Legislative Development</i>	
<p>Goal #2:</p> <p><i>Ensure public health and safety by monitoring and addressing potential public health hazards.</i></p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ <i>Respond to and investigate public complaints related to potential public health hazards, including environmental and water quality hazards and communicable diseases.</i> ✓ <i>Respond to notifications by governmental agencies and regulators that a public health issue exists.</i>
<i>Citywide Goal Addressed: Regulation Adherence and Legislative Development</i>	

<u>Performance Measures</u>
<p>Annual Food Service Permits (Excludes summer and temporary events) FY15 – 312 FY16 – 315 FY17 (Est) – 318</p>

2017-2018 BUDGETED POSITION AND SALARY DETAIL

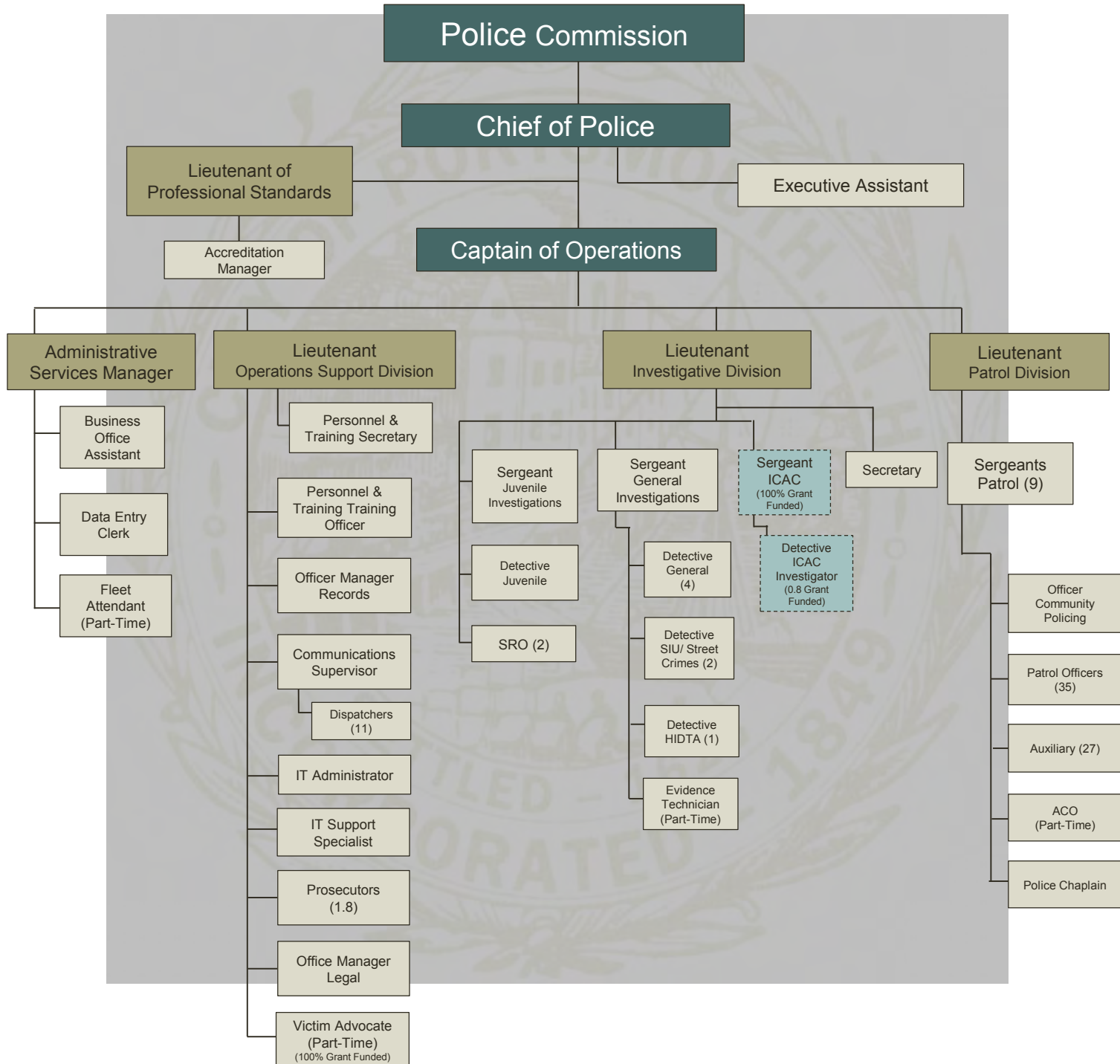
		<u>POSITION</u>	<u>SALARY</u>
HEALTH DEPARTMENT			
NON GRADE 28	D	① DEPUTY CITY MANAGER	12,973
PMA GRADE 18	F	HEALTH OFFICER	86,116
PMA GRADE 15	F	② DEPUTY HEALTH OFFICER	29,788
		EDUCATION STIPENDS	2,310
TOTAL FULL TIME			131,187
PMA GRADE 15	A	HEALTH INSPECTOR	39,845
TOTAL PART TIME			39,845
TOTAL DEPARTMENT			171,032

FOR TOTAL SALARY, PLEASE SEE PERSONNEL SUMMARY

- ① 65% PLANNING, 10% HEALTH DEPARTMENT, 5% INSPECTION, 10% WATER, 10% SEWER
- ② 60% SEWER, 40% HEALTH

		FY16 BUDGET	FY16 ACTUAL	FY17 BUDGET	FY18 CITY MANAGER RECOMMENDED
HEALTH DEPARTMENT					
01-790-430-51-110-435					
011001	REGULAR SALARIES	125,134	127,132	127,226	131,187
012001	PART TIME SALARIES	3,900	4,007	39,629	39,845
015001	LONGEVITY	858	858	846	862
022001	SOCIAL SECURITY	7,812	7,574	10,398	10,657
022501	MEDICARE	1,827	1,862	2,433	2,493
023001	RETIREMENT	14,073	14,311	14,304	15,027
043018	REPAIRS-EQUIPMENT	250	-	250	250
055050	PRINTING	200	178	200	200
056001	DUES PROFESSIONAL ORGANIZ	100	95	100	100
057101	TRAVEL AND CONFERENCE	1,000	849	1,000	3,000
057102	TRAVEL REIMBURSEMENT	1,400	17	1,400	1,400
062001	OFFICE SUPPLIES	200	202	200	200
067001	BOOKS & PERIODICALS	-	140	-	-
074001	EQUIPMENT	550	75	550	550
HEALTH	TOTAL	157,304	157,300	198,536	205,771

Police Department



Mission

The Portsmouth Police Department actively works in partnership with the community to protect, prevent crime and respectfully, justly and compassionately help all people.

Community – Commitment - Compassion



Police Department

Services Overview

- ✓ Crime Prevention
- ✓ Community Safety
- ✓ Emergency Communications Center
- ✓ Records



Department Budget Comments

The Police Department's FY18 requested budget is \$10,983,613; an increase of \$600,766 or 5.79% over FY17.

The City Manager's recommended budget represents a reduction to the Department requested budget of \$185,452.

The Department requested budget comprises of increases associated with contractual salary and benefit obligations, a slight increase in other operating, and a request for two (2) additional officer positions and one (1) technology support position. The increase breakdown is as follows:

Contractual Obligations:	\$409,339	3.94%
Other Operating:	\$ 5,975	0.06%
Sub-Total	\$415,314	4.00%

New Positions:	\$185,452	1.79%
Total Request	\$600,766	5.79%

The major increase in contractual obligations impacting FY18 budget is the employer rate change set by the NH Retirement System effective 7/1/17. The rate will change from 26.38% to 29.43% for sworn officers and 11.17% to 11.38% for civilian personnel. Of the total increase for

Position Summary Schedule

Positions Full Time	FY16	FY17	FY18
Chief	1	1	1
Deputy Chief	1	0	0
Captain	2	1	1
Lieutenants	4	4	4
Sergeants *	9	12	12
Officers **	45	46	48
Communications Manager	1	1	0
Communications Supervisor	0	0	1
IT Administrator	1	1	1
Executive Assistant	1	1	1
Administrative Manager	1	1	1
Business Assistant	1	1	1
Accreditation Manager	0	1	1
Dispatchers	11	11	11
Office Manager – Records	1	1	1
Crime Analyst	0	0	0
Animal Control Officer	0	0	0
Sr. Secretary	1	1	1
Legal Secretary/ Paralegal	2	2	2
Secretary	0	0	0
Information Systems Support Assist.	0	0	1
Witness Advocate	0	0	0
Accounting Clerk ^	0	1	1
Total Full Time	82	86	89
Positions Part Time	FY16	FY17	FY18
Witness Advocate ***	1	1	1
Youth Advocate	0	0	0
Animal Control Officer	1	1	1
Auto Maintenance	1	1	1
Evidence Technician	1	1	1
Secretary	0	0	0
Data Entry Clerk ^	1	0	0
Auxiliary Police (# of Positions)	27	27	27
Dispatcher	On call	On call	On call
Total Part Time	32	31	31

- * 1 Sargent – 100% Grant Funded
- ** 1 Detective – 80% Grant Funded
- ** 1 Detective SRO budgeted partially in Police & School
- ** 1 Officer budgeted by Parking & Transportation Special Revenue Fund
- *** 1 PT Victim Advocate – 100% Grant Funded
- ^ PT Clerk (28hrs) increased to FT Clerk (40hrs)

retirement of \$215,653, \$155,329 (1.5% of total budget increase) is specifically attributed to the rate change. In addition, Health insurance stabilization fund contribution increased by \$83,116 or (.83% of total budget increase). The other operating increase of \$5,975 reflects the net difference between a decrease in the gasoline and an increase for software maintenance due to the rise in technology use in both public safety and business operations within the department.

The department is requesting the addition of two (2) officers and one (1) technology civilian position.

The two officer positions will bring the compliment in the Patrol Division from 33 patrol officers to 35, and total overall sworn complement from 64 to 66. The current and future growth in the city, the numerous events, the tourist and daily influx population, as well as shift relief factors when scheduling staff are all contributors to this request for additional sworn staffing.

Last fiscal year, the department experienced a significant sworn staff reorganization. For FY18, the focus is on civilian staff. The communications and technology civilian areas were restructured to reflect a downgraded Communications Manager position (Grade 17) to a Communications Supervisor position (Grade 15). The former Grade 17 job description required a far greater focus on IT duties versus communications. The restructured Grade 15 position returns the focus back to communications duties and the supervision of 11 dispatchers.

As a result, the technology responsibilities for the department currently fall on one employee. Industry standards alone show that regular technology support duties for hardware and software components dictate the need for an additional staff member. This standard doesn't include the sophisticated law enforcement/public safety technology components, which are the primary responsibilities of this unit. Lastly, the department's statistical analysis duties would also fall under the jurisdiction of this unit.

This presented budget is net of Federal and State Grants, and \$40,000 funded by the Portsmouth School Department for a portion of a School Resource Officer (SRO) and \$80,000 funded in Parking and Transportation special revenue fund for parking relating policing.

<i>Budget Summary of Expenditures</i>					
	FY16	FY16	FY17	FY18	FY18
	BUDGET	ACTUAL	BUDGET	DEPARTMENT REQUEST	CITY MANAGER RECOMMENDED
POLICE DEPARTMENT					
SALARIES - UNIFORM	3,703,347	3,460,808	3,934,140	4,141,383	4,141,383
SALARIES - CIVILIAN	1,079,450	921,634	1,184,183	1,250,007	1,250,007
SHIFT DIFFERENTIAL	24,499	18,407	31,798	38,860	38,860
PART-TIME SALARIES	149,267	228,040	117,103	120,856	120,856
COMMISSIONER STIPEND	3,600	3,500	3,600	3,600	3,600
OVERTIME	519,423	663,329	523,423	532,073	532,073
HOLIDAY	149,982	149,960	169,559	179,103	179,103
LONGEVITY	35,963	33,541	34,232	37,920	37,920
SPECIAL DETAIL / EDUCATION STIPEND	71,194	66,352	181,947	152,456	152,456
RETIREMENT	1,301,852	1,241,041	1,412,088	1,627,741	1,627,741
HEALTH INSURANCE	1,490,798	1,490,798	1,560,866	1,643,982	1,643,982
DENTAL INSURANCE	91,432	77,304	94,842	91,694	91,694
INSURANCE REIMBURSEMENT	3,221	3,554	10,222	14,000	14,000
LEAVE AT TERMINATION	155,203	155,203	155,203	155,203	155,203
LIFE AND DISABILITY	6,154	5,163	6,604	6,791	6,791
WORKERS' COMPENSATION	119,147	119,457	187,175	193,944	193,944
OTHER BENEFITS	222,101	209,826	237,745	249,911	249,911
POLICE SERVICES-PARKING FUND	(80,000)	(80,000)	(80,000)	(80,000)	(80,000)
POLICE SERVICES-SCHOOL DEPT	-	(40,000)	-	-	-
<i>Contractual Obligations</i>	<i>9,046,633</i>	<i>8,727,918</i>	<i>9,764,730</i>	<i>10,359,524</i>	<i>10,359,524</i>
TRAINING/EDUCATION/CONFERENCES	54,142	80,570	67,445	73,469	73,469
GASOLINE	113,419	48,778	100,000	54,208	54,208
CONTRACTED SERVICES	27,768	117,575	30,731	36,652	36,652
ADVERTISING	2,703	2,183	2,784	2,867	2,867
PRINTING	5,328	4,924	5,489	5,654	5,654
PROFESSIONAL ORGANIZATION DUES	9,118	9,237	19,383	19,966	19,966
OTHER OPERATING	358,577	527,751	392,285	431,273	431,273
<i>Other Operating</i>	<i>571,055</i>	<i>791,018</i>	<i>618,117</i>	<i>624,089</i>	<i>624,089</i>
CITY MANAGER RECOMMENDED REDUCTION					(185,452)
TOTAL	9,617,688	9,518,936	10,382,847	10,983,613	10,798,161

Programs and Services

Crime Prevention

- Maintain active visible patrol by uniformed officers
- Enforce state laws and city ordinances
- Educate the public in ways to improve and enhance the security of their lives and property.
- Aggressively investigate all crime both reported and discovered.
- Conduct narcotic investigations to include undercover operations, work with informants, debrief individuals arrested by uniformed officers, coordinate activities with the NH Attorney General's Drug Task Force and the Drug Enforcement Agency.



Community Safety

- Crime Stoppers Tip Line – Anonymous telephone line that encourages the reporting of crime/criminal activity
- Internet Crimes Against Children (ICAC) Task Force – Investigations focus on offenders who utilize online communication systems such as real time chat, chat rooms, and e-mail as a medium to solicit children for in-person meetings and subsequent sexual activity.
- National Night Out – Designed to heighten crime and drug prevention awareness.
- Citizens Police Academy – Brings citizens closer to their police departments, provides a greater understanding of the role of the Police Officer in the community, provides a forum to address community concerns direct to the Police Departments, expands the participants understanding of the laws and police procedure, and increases the public awareness of crime prevention techniques.
- Explorers Program – This award winning program has been in place for many years and gives the youth of our community a chance to look at the career of policing first hand.



Emergency Communications Center

- Handles approximately 73,000 phone calls and between 38,000 and 45,000 computer-aided dispatch calls annually.
- Dispatches police, fire and EMS and the Department of the Public Works for the City.

Records

- Maintains the storage and retrieval of confidential case information
- Prepares the release of information to the media and the public.

Goals and Objectives

The department goals and objectives include a status code as follows:
P – Planning Stage, **A** – Action Stage, **E** – Evaluation Stage, **T** – Target Date for Completion

PATROL

Goal #1: Enhanced policing services

Objective: Develop directed patrol activities to tackle quality of life issues such as noise, motor vehicle violations, disorderly conducts, etc. with an emphasis on the downtown area.

A

T Ongoing

Objective: Investigate options, such as police call boxes in the downtown, to increase public safety in the dramatically changing city landscape	A	T FY17
Objective: Develop plan with Parking Division to police the parking garage after the transition to automated payment is complete	A	T Completed FY17
Objective: Research additional mobile technology for cruisers/officers to further reduce time needed at the station.	A	T Ongoing
Objective: Implement CrimeView for data driven patrols.	A	T FY17
Goal #2: Increase and improve Community Policing Efforts		
Objective: Develop a Community Policing Unit within the Patrol Division to enhance community efforts	E	T Completed FY17
Objective: Design/implement Community Policing Strategies	E	T Completed FY17 Will be ongoing
Objective: Establish protocols/standard operating procedures that meet CALEA standards	A	T Onsite evaluation due May 2019
Objective: Explore partnerships with different agencies and local businesses to introduce incentive initiatives such as kids bike helmet use.	E	T Completed-FY17 Will be ongoing
Objective: Expand presence of community policing officer at the Portsmouth Housing Authority properties and with Portsmouth neighborhood association groups to develop strategies to combat crimes in these areas	A	T Completed-FY17 Will be ongoing
Goal #3: Increase foot patrols in downtown area		
Objective: Organize beats/establish a schedule to provide 1-2 officers of coverage for specific hours per day.	E	T Completed FY17
Goal #4: Improve and increase traffic and safety initiatives.		
Objective: Evaluate traffic problems and deploy directed patrols	A	T Ongoing
Objective: Secure grant funding for targeted traffic issues	A	T Ongoing
Objective: Address speeding issues and explore options to mitigate them	A	T Ongoing
Objective: Pursue grant funds to increase the speed sign fleet to impact road safety.	E	T Completed FY17
Goal #5: Improve accountability		
Objective: Sergeants will be assigned specific patrol officers to supervise in addition to regular shift supervision duties	E	T Completed FY17 Will be ongoing
Goal #6: Expanded staff abilities, knowledge and professional career growth		
Objective: Connect with individual employees to identify and cultivate personal goals through applicable training, community & department related activities, and work product to provide a path for career potential within the department mission.	A	T FY17 Will be ongoing
INVESTIGATIVE		
Goal #1: Expanded collaborations to combat crime		
Objective: Network with the hospitality industry to combat prostitution and human trafficking in Portsmouth.	A	T FY17 & ongoing
Objective: Seek grant opportunities to help fund new enforcement initiatives to combat prostitution and human trafficking	P	T FY17-FY18

Objective: Increase strategic planning with the Portsmouth School Department.	E	T Completed FY17
Objective: Increase familiarity with the active shooter response between the police department, school staff, and regional response.	A	T FY17
Goal #2: Combat drug influx/drug overdoses		
Objective: Expand SIU (Special Investigative Unit) drug enforcement capabilities	E	T Completed FY17
Objective: Collaborate with local/state/federal agencies to mitigate the problem	E	T Completed FY17
Goal #3 : Improve crime investigation and case resolution		
Objective: Evaluate caseload-to-detective ratio and provide recommendations to resolve backlog.	A	T FY17
Goal #4: Resolve unsolved homicides		
Objective: Engage other agencies, experts, and temporary staff to resolve the investigations of seven homicide victims	A	T FY17 Will be ongoing
Goal #5: Advanced evidence storage and property processing		
Objective: Review and potentially redesign evidence storage areas to better facilitate processing, documentation, and chain of command.	A	T FY17
Objective: Research and propose updates to the disposal of bio-hazardous waste and forensic chemicals generated through investigations.	A	T FY17
Objective: Revise and update all evidence rooms' inspection process.	A	T FY17
Goal #6: Increased skills and knowledge of Crime Scene Team (CST)		
Objective: Research and provide training on technology related investigations such as cell phones, video recordings, and surveillance systems.	A	T FY17
Objective: Ensure all members of the team are trained on homicides.	A	T FY17-FY18
Objective: Update evidence collection equipment and renew training on the handling of hazardous waste/blood borne pathogens	A	T FY17-FY18
Goal #7: Staffing succession plan for computer crimes investigations		
Objective: Schedule, design, and conduct an oral board of interested detectives.	E	T Completed FY17
Objective: Execute the 2-yr training process.	A	T FY17-FY18
OPERATIONS SUPPORT (P&T, IT, Communications, Prosecution, Records)		
Personnel & Training		
Goal #1: Streamlined hiring method		
Objective: Review civilian and sworn hiring process for potential streamlining/time efficiencies without jeopardizing quality hires.	A	T FY17
Objective: Obtain recruiting software in order to streamline and automate the hiring process unique to law enforcement	A	T FY17
Goal #2: To have no vacant positions		

Objective: Backfill current vacancies from resignations, retirements, promotions (Dispatchers, Officers, Aux Officers)	A	T FY17 Will be ongoing
Objective: Fill proposed additions to staff in FY17 budget proposal to include: CALEA Accreditation Manager, Officer, Sergeant	E	T Completed FY17
Goal #3: Redesign promotional process		
Objective: To reduce the cost associated with externally prepared testing materials, establish a test within the department that can be administered/scored with minimal costs	P	T FY17
Goal #4 : Methodical and cost effective training		
Objective: Training officer will conduct on-going monthly roll call training.	P/A	T FY17
Objective: Train sworn staff individually in 2-day active shooter response.	A	T FY18
Objective: Increase hosted training for "free seats" for staff while complying with CJIS mandates	P/A	T FY17
Goal #5: Review training program		
Objective: Complete review of new officer training program for compliance with SOP's/regulations from Professional Standards	A/E	T FY17
Objective: Implement training matrixes to align with community programming, officer safety and critical infrastructure protections	P/A	T FY17
Goal #6: Update policies and procedures		
Objective: Review and update as needed to comply with CALEA	A	T FY17 & ongoing
Goal #7: Update job descriptions		
Objective: Review and update job descriptions to ensure they include recent reorganization/staffing changes	A	T FY17
Goal #8: Enhance intern program		
Objective: Recruit interns for assist in areas of law enforcement and administrative programs	A	T FY17 & ongoing
Information Technology		
Goal #1: Improved communication center interactive systems and equipment		
Objective: Execute build out of secondary radio channel to match primary channel (<i>major events</i>)	A	T FY17
Objective: Evaluate dispatch (CAD)/records management system (RMS) for a product that better meets the department's needs/growth	A	T FY17-FY18
Objective: Modernize the redundant dispatch center (RDC) radio equipment & closet for improved deployment in an event requiring activation	A	T FY17
Objective: Plan for end of life cycle of city-wide radio system in 2018-2019	A	T FY17-18
Goal #2: Secure operations/ liability mitigation		
Objective: Address CJIS compliance issues	A	T FY17 & ongoing
Objective: Information breach training for all department personnel	E	T FY17
Goal #3: Electronic management of department's files		

Objective: Assemble records retention committee to evaluate and devise standard operating procedures to include federal and state guidelines.	P/A	T FY17 & ongoing
Objective: Assist divisions with documentation evaluation, indexing, and training	A	T FY17 & ongoing
Goal #4: Improve dispatch operations		
Objective: Evaluate and redesign FTO program for new hires, train staff on use	A	T FY17
Objective: Increase training opportunities for staff to include CRASE training, APCO classes, and attainment of certifications	A	T FY17
Goal #5: Improve IT redundancies for mission critical components.		
Objective: Train PT-On call staff member to help support 24/7 issues	A	T FY17
Objective: Complete PPD specific manuals/tutorials/training guides for IT cross-training.	A	T FY17 & ongoing
Prosecution		
Goal #1: Improved efficiencies between the court office, other legal entities, and officers		
Objective: Obtain and implement software to electronically distribute case documents to other legal offices involved in police department cases	P/A	T FY17
Objective: Evaluate court calendar systems to improve officer notification of court commitments	P/A	T FY17
Goal #2: Improve scheduling issues at the Court despite state cutbacks/ consolidations in courts/judges		
Objective: Solicit stakeholders to become involved to resolve issues of court overtime/ wasted officer time	P/A	T FY17-FY18
Records		
Goal #1: Electronic management of files and forms		
Objective: Scan closed defendant files into the electronic document imaging system and index appropriately	A	T FY17 & Ongoing
Objective: Create an electronic reporting system for low solvability incidents	P/A	T FY17
Objective: Create electronic fillable forms for website	A	T FY17
ADMINISTRATION		
Goal #1: Improve communication and outreach to public		
Objective: Initiate meetings between the police department administration and the community	P/A	T FY17 & Ongoing
Objective: Establish a citizens' advisory board	P	T FY17
Goal #2: Make a strategic plan to meet the needs of the community and the department		
Objective: Define detailed scope / direction and establish measures	E	T Completed FY17
Objective: Implement strategic plan (1yr-2017)	A	T FY17-FY18
Goal #3: Attain CALEA Certification (Council on Accreditation of Law Enforcement Agencies)		
Objective: Enroll in CALEA	A	T Completed FY17

Objective: Complete self-assessment	P	T FY17-FY19
Objective: Complete on-site assessment	P	T FY19
Objective: Attain positive commission review & certification decision	P	T FY19
Objective: Maintain compliance and reaccreditation	P	T FY20 & ongoing
Goal #4: Foster accountability throughout the organization		
Objective: Implement a different supervision model in Patrol	A	T Completed FY17
Objective: Implement evaluations department-wide	A	T Completed FY17
Goal #5: Department efficiencies		
Objective: To implement department reorganization plan	E	T Completed FY17
Goal #6: Improve Police facilities		
Objective: Conduct a Space Needs Study	E	T Done FY14
Objective: Evaluate renovation vs new construction options	P	T FY16-FY19
Objective: Conduct a site evaluation and produce concept drawings	P	T FY17-FY19
Objective: Prepare a presentation for council/public	P	T FY16-FY19
Goal #7: Improve data driven policing strategies		
Objective: Form committee to design how the Dashboard will be most-efficiently utilized	A	T FY17-FY18
Objective: Train trainers as resources to staff before complete rollout	A	T FY17-FY18
Objective: Implement on cruiser laptops and on in-house workstations within CJIS guidelines	P	T FY17-FY18
Objective: Review, evaluate, and modify	P	T FY18
Goal #8: Improve Statistical Reporting		
Objective: Post CrimeView Dashboard implementation, establish monthly/annual reporting and year to year comparison reports of activities, trends, deployment strategies, etc.	A	T FY17
Goal #9: Establish PPDTV (Portsmouth Police TV)		
Work with local vendor to produce informational segments on police operations to include, but not limited to, interviews with staff from different divisions, programs, initiatives	A	T FY17 Will be ongoing
Goal #10: Implement new scheduling/ attendance software.		
Objective: Evaluate needs/design RFP	----	Done-FY14
Objective: Evaluate responses/choose system.	----	Done-FY14
Objective: Implement system.	A	T FY17
Goal #11: Effective Business Office operations.		
Objective: Migrate False alarm billing/receivables into Pentamation	P	T FY18
Objective: Compile business office cross training user manuals.	A	T FY17

Objective: Review/Update/Revise business office forms (OT, OW, leave, etc.) to reflect current business practices	A	T FY17 & ongoing
Objective: Continue cooperative review of Administrative offices workflow.	E	T Completed FY17
Goal #12: Improve the department website and social media outlets		
Objective: Establish social media committee to evaluate content, design, posting protocols	A	T FY17
Goal #13: Continue with Fleet "change-over"		
Objective: Replace Crown Victorias with SUV	A	T (5) FY17
Police Department Goals Address Citywide Goal: A Welcoming, Safe and Diverse Community		

Performance Measures

Arrests – Group A			Arrests – Group B		
	2015	2016		2015	2016
Homicide	0	0	Bad Checks	11	9
Kidnapping	8	3	Curfew/ Loitering/ Vagrancy	3	3
Forcible/ Non-Forcible Sex Offenses	25	29	Disorderly Conduct	55	51
Robbery	9	5	Driving Under the Influence	52	60
Aggravated Assaults	24	17	Drunkenness	147	156
Simple Assaults/ Intimidation	307	286	Family Offenses, Nonviolent	21	12
Arson	2	6	Liquor Law Violations	32	28
Extortion / Blackmail	1	0	Runaway	18	20
Burglary	39	28	Trespass of Real Property	44	38
Larceny	371	318	All Other Offenses (Except Traffic)	251	263
MV Theft	18	28			
Counterfeiting/ Forgery	20	21	Totals	634	640
Fraud	157	131			
Embezzlement	7	9			
Stolen Property	19	24	Total Arrests Made in Both Groups A & B		
Damage/ Vandalism	211	251	Calendar 2015	Calendar 2016	
Drug/ Narcotics	110	123	1976	1937	
Pornography	5	7			
Gambling	0	0			
Prostitution	5	5			
Bribery	0	0			
Weapons Violations	4	6			
Totals	1342	1297			

Grants and External Funding

The Police Department pursues grants and external funding to pay for salaries, benefits, overtime, equipment, training, and supplies. These funds come from a variety of sources including state and federal agencies and local sources. Below is a summary of the projected **salary and benefits portions only** that these funds support:



Grants/External Funding

Program (Salary/Benefits Only)	FY16 Budget	FY17 Budget	FY18 Budget
Internet Crimes Against Children ^^	174,354	171,191	192,543
Victim Witness Advocate^	33,229	30,000	30,000
School Resource Officer*	40,000	40,000	40,000
Patrol Officer**	80,000	80,000	80,000
Police Prosecutor	43,703	0	0
TOTAL	371,286	321,191	342,543

Staffing	FY16 Budget	FY17 Budget	FY18 Budget
Administration			
Victim Witness Advocate^	.63	.563	.541
Bureau of Investigative Services			
Sergeant-ICAC^^	1.00	1.00	1.00
Detective-ICAC^^	0.80	0.80	0.80
Detective-SRO* (approx. FTE)	0.50	0.50	.50
Patrol Division			
Officer** (approx. FTE)	1.0	1.0	1.0
Prosecutor***	0.50	0	0
TOTAL	4.43	3.86	3.84

^ VAWA-Grant Funds

^^ ICAC-Grant Funds

* Budgeted partially in Police & School

** Budgeted in Parking & Transportation

*** In FY17, no longer filled by sworn officer

2017-2018 BUDGETED POSITION AND SALARY DETAIL

POLICE DEPARTMENT

	<u>GRADE</u>	<u>POSITION</u>	<u>DEPARTMENT REQUEST</u> <u>FY18</u>
1	TBD	CHIEF	142,765
2	2 TO 3	CAPTAIN	93,994
3	4 TO 5	LIEUTENANT	88,000
4	4 TO 5	LIEUTENANT	87,832
5	4 TO 5	LIEUTENANT	87,832
6	3 TO 4	LIEUTENANT	87,162
7	6 TO 7	SERGEANT	82,278
8	6 TO 7	SERGEANT	82,218
9	6 TO 7	SERGEANT	82,218
10	6 TO 7	SERGEANT	82,124
11	5 To 6	SERGEANT - DETECTIVE	81,510
12	5 To 6	SERGEANT - DETECTIVE - ICAC	81,510
13	5 To 6	SERGEANT	81,510
14	4 TO 5	SERGEANT	80,226
15	2 TO 3	SERGEANT	78,624
16	2 TO 3	SERGEANT	78,624
17	2 TO 3	SERGEANT	78,624
18	1 TO 2	SERGEANT-DETECTIVE	78,347
19	UNFUNDED	RANKING OFFICER	0
20	UNFUNDED	RANKING OFFICER	0
		TOTAL RANKING	1,555,399

* Sgt. Grella 100% ICAC grant funded

1	MASTER III	DETECTIVE	64,360
2	MASTER III	DETECTIVE	64,360
3	MASTER III	DETECTIVE	64,360
4	MASTER III	DETECTIVE	64,360
5	MASTER III	DETECTIVE	64,360
6	MASTER III	PATROL	64,360
7	MASTER III	PATROL	64,360
8	MASTER III	DETECTIVE	64,360
9	MASTER III	PATROL	64,360
10	MASTER III	PATROL	64,360
11	MASTER III	PATROL	64,360
12	MASTER II TO MASTER III	PATROL	63,949
13	MASTER II	DETECTIVE	62,486
14	MASTER II	PATROL	62,486
15	MASTER II	PATROL	62,486
16	MASTER II	DETECTIVE	62,486
17	MASTER II	PATROL	62,486
18	MASTER I TO MASTER II	DETECTIVE	61,283
19	MASTER I	DETECTIVE	60,813
20	MAX I TO MASTER I	PATROL	60,813
21	MAX II TO MASTER I	PATROL	59,304
22	MAX II	PATROL	58,692
23	MAX II	PATROL	58,692
24	MAX II	PATROL	58,692
25	MAX I TO MAX II	PATROL	57,762
26	MAX I TO MAX II	PATROL	57,762
27	MAX I	PATROL	56,570
28	MAX I	DETECTIVE	56,570
29	5	PATROL	55,191
30	5	PATROL	55,191
31	5	PATROL	55,191
32	4 TO 5	PATROL	55,011
33	4 TO 5	PATROL	52,821
34	4 TO 5	PATROL	52,821
35	3 TO 4	PATROL	52,166
36	3 TO 4	PATROL	52,047
37	3 TO 4	PATROL	51,172
38	3 TO 4	PATROL	51,172
39	3	PATROL	50,519
40	3	PATROL	50,519
41	2 TO 3	PATROL	50,332
42	2 TO 3	PATROL	49,215
43	2 TO 3	PATROL	49,994
44	2 TO 3	PATROL	48,393

2017-2018 BUDGETED POSITION AND SALARY DETAIL

POLICE DEPARTMENT

	<u>GRADE</u>	<u>POSITION</u>	<u>DEPARTMENT REQUEST</u> <u>FY18</u>
45	2 TO 3	PATROL	48,393
46	2 TO 3	PATROL	49,409
47	2	PATROL	48,317
48	2	PATROL	48,317
49	UNFUNDED	PATROL	0
50	UNFUNDED	PATROL	0
51	UNFUNDED	PATROL	0
TOTAL NON-RANKING PERSONNEL			2,757,482
FY18 PROJECTED GRANT/EXTERNAL FUNDING			(171,498)
TOTAL SWORN PERSONNEL			4,141,383

* Detective Munsion split between Police and School Department

** Detective Jacques 80% ICAC grant funded

1	8	OFFICE MANAGER - RECORDS	56,708
2	8	IT ADMINISTRATOR	69,093
3	LEAD	DISPATCHER	59,645
4	LEAD	DISPATCHER	59,645
5	13G	EXECUTIVE ASSISTANT	68,945
6	8	DISPATCHER	54,223
7	8	SR. SECRETARY-PERSONNEL	46,921
8	8	DISPATCHER	54,223
9	D TO E	COMMUNICATION SUPERVISOR	70,191
10	7 TO 8	LEGAL SECRETARY/DETECTIVES	50,679
11	7	DISPATCHER	52,900
12	11E	BUSINESS ASSISTANT	59,722
13	6	OFFICE MANAGER - LEGAL	53,976
14	15F	ADMINISTRATIVE MANAGER	74,469
15	5	DISPATCHER	49,625
16	2	ADMINISTRATIVE CLERK	33,762
17	3 TO 4	DISPATCHER	45,930
18	2 TO 3	DISPATCHER	44,316
19	13B TO13C	ACCREDITATION MANAGER	57,446
20	3 TO 4	DISPATCHER	46,389
21	LEAD	DISPATCHER	59,645
22	2 TO 3	DISPATCHER	44,387
23	2	INFORMASTION SYSTEMS SUPPORT ASSISTANT	37,167
24	UNFUNDED	CRIME ANALYST	0
FY17 PROJECTED GRANTS/EXTERNAL FUNDING			0

TOTAL FULL-TIME CIVILIANS			1,250,007
	n/a	PT AUTO MAINTENANCE	23,651
	n/a	EVIDENCE TECH	32,620
	n/a	PT ANIMAL CONTROL OFFICER	16,814
	n/a	WITNESS ADVOCATE (FT to PT FY14)	27,485
	n/a	AUXILIARY POLICE	30,120
	n/a	PT DISPATCHER - On call	13,035
	n/a	TEMP-PT INTERIM CHIEF (partial-July)	4,616
	UNFUNDED	FAMILY SERVICES SECRETARY	0
	UNFUNDED	YOUTH ADVOCATE	0
FY17 PT PROJECTED GRANT/EXTERNAL FUNDING			(27,485)
TOTAL PART-TIME CIVILIAN			120,854
TOTAL CIVILIAN PERSONNEL			1,370,861

* PT Victim Advocate 100% grant funded

TOTAL ALL PERSONNEL			5,512,244
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		FY16 BUDGET	FY16 ACTUAL	FY17 BUDGET	FY18 DEPARTMENT REQUEST	FY18 CITY MANAGER RECOMMENDED
POLICE DEPARTMENT						
01-740-104-00-110-412						
011061	INSURANCE REIMBURSEMENT	3,221	3,554	7,888	14,000	14,000
016001	LEAVE AT TERMINATION	155,203	155,203	155,203	155,203	155,203
021001	INSURANCE-HEALTH	1,490,798	1,490,798	1,560,866	1,643,982	1,643,982
021101	INSURANCE-DENTAL	91,432	77,304	94,842	91,694	91,694
021501	INSURANCE-LIFE	3,230	3,577	4,532	4,672	4,672
021601	INSURANCE-DISABILITY	2,798	1,529	1,905	1,952	1,952
021602	INSURANCE-AD&D	126	58	167	167	167
022001	SOCIAL SECURITY	-	117	-	-	-
022501	MEDICARE	-	52	-	-	-
026002	INSURANCE-WORKERS COMP	119,147	119,457	187,175	193,944	193,944
Police Department Benefits		1,865,955	1,851,648	2,012,578	2,105,614	2,105,614

DETECTIVE DIVISION						
01-740-510-13-110-412						
011001	REGULAR SALARIES	45,722	46,087	48,894	50,679	50,679
011041	SALARIES UNIFORM PERSONNE	802,670	743,889	787,648	847,500	847,500
012001	PART TIME SALARIES	54,570	46,681	35,377	32,620	32,620
014041	OVERTIME	97,534	71,238	97,534	99,485	99,485
014042	O/T-EDUCATION	-	-	-	-	-
015001	LONGEVITY	9,343	7,936	7,815	10,568	10,568
017001	HOLIDAY PREMIUM PAY	37,230	32,321	36,817	39,243	39,243
018034	EDUCATION STIPEND	3,500	2,501	13,260	11,784	11,784
018042	SPECIAL DETAIL	28,842	26,352	25,584	28,883	28,883
022001	SOCIAL SECURITY	6,380	5,579	5,389	5,397	5,397
022501	MEDICARE	16,253	13,415	16,087	16,985	16,985
023001	RETIREMENT	5,163	5,205	5,523	5,836	5,836
023002	RET-POLICE OFFICER	268,536	232,848	269,774	319,109	319,109
034101	PAGERS	-	101	-	-	-
034104	CELLULAR PHONES	1,000	1,108	1,301	1,340	1,340
034203	COMPUTER/SOFTWARE MAINT	-	650	600	618	618
039001	PROFESSIONAL SERVICES	1,137	1,630	1,300	1,339	1,339
043018	REPAIRS-EQUIPMENT	569	-	586	604	604
054050	TRAINING	4,348	4,934	4,478	4,612	4,612
055050	PRINTING	569	79	586	604	604
056001	DUES PROFESSIONAL ORGANIZ	340	1,320	550	567	567
057101	TRAVEL AND CONFERENCE	1,815	3,739	2,500	2,575	2,575
061002	MISCELLANEOUS SUPPLIES	2,844	4,413	2,929	3,017	3,017
062001	OFFICE SUPPLIES	1,844	3,545	1,899	1,956	1,956
062004	PHOTO SUPPLIES	103	-	-	-	-
062007	COMPUTER/PRINTER SUPPLIES	1,848	3,833	1,903	1,960	1,960
067001	BOOKS & PERIODICALS	569	573	692	713	713
068001	CLOTHING ALLOWANCE	10,193	10,193	10,512	10,817	10,817
068002	CLOTHING	227	80	300	309	309
074001	EQUIPMENT	1,704	25,188	2,500	2,575	2,575
074003	SOFTWARE	-	-	50	52	52
075001	FURNITURE AND FIXTURES	284	1,273	293	302	302
091006	TRANSFER FR SCHOOL	-	(40,000)	-	-	-
BIS		1,405,137	1,256,714	1,382,681	1,502,049	1,502,049

GENERAL PATROL						
01-740-520-15-110-412						
011041	SALARIES UNIFORM PERSONNE	2,489,249	2,405,329	2,691,362	2,821,317	2,821,317
011063	SHIFT DIFFERENTIAL	11,359	10,585	11,818	12,054	12,054
014041	OVERTIME	156,966	249,063	156,966	160,105	160,105
015001	LONGEVITY	14,258	14,004	15,352	14,926	14,926
017001	HOLIDAY PREMIUM PAY	105,276	106,357	117,819	124,689	124,689
018034	EDUCATION STIPEND	10,000	8,648	44,210	42,581	42,581
018042	SPECIAL DETAIL	-	-	2,210	2,256	2,256
022001	SOCIAL SECURITY	-	14	-	-	-
022501	MEDICARE	40,426	38,490	44,794	46,529	46,529
023001	RETIREMENT	-	18	-	-	-
023002	RET-POLICE OFFICER	735,473	737,543	814,941	944,388	944,388
039001	PROFESSIONAL SERVICES	-	425	-	-	-
043018	REPAIRS-EQUIPMENT	1,061	-	1,000	1,030	1,030

		FY16 BUDGET	FY16 ACTUAL	FY17 BUDGET	FY18 DEPARTMENT REQUEST	FY18 CITY MANAGER RECOMMENDED
054050	TRAINING	7,036	5,269	7,247	7,464	7,464
055050	PRINTING	2,653	2,831	2,733	2,815	2,815
056001	DUES PROFESSIONAL ORGANIZ	244	425	400	412	412
057101	TRAVEL AND CONFERENCE	3,409	3,301	3,512	3,617	3,617
061002	MISCELLANEOUS SUPPLIES	2,208	2,542	4,275	4,403	4,403
062001	OFFICE SUPPLIES	996	2,364	1,026	1,057	1,057
062007	COMPUTER/PRINTER SUPPLIES	1,104	3,411	1,137	1,171	1,171
067001	BOOKS & PERIODICALS	569	486	1,000	1,030	1,030
068001	CLOTHING ALLOWANCE	32,474	31,257	34,569	37,654	37,654
068002	CLOTHING	9,452	14,235	7,736	7,968	7,968
074001	EQUIPMENT	8,832	26,578	9,096	9,369	9,369
075001	FURNITURE AND FIXTURES	433	2,795	944	972	972
091005	TRANSFER FROM PARKING	(80,000)	(80,000)	(80,000)	(80,000)	(80,000)
Patrol		3,553,478	3,585,971	3,894,147	4,167,807	4,167,807

ANIMAL CONTROL
01-740-520-16-110-412

012001	PART TIME SALARIES	16,162	17,331	16,629	16,814	16,814
014041	OVERTIME	334	-	334	334	334
015001	LONGEVITY	-	-	-	75	75
022001	SOCIAL SECURITY	1,064	1,075	1,094	1,110	1,110
022501	MEDICARE	239	251	246	250	250
039001	PROFESSIONAL SERVICES	1,613	640	1,661	1,711	1,711
054050	TRAINING	883	650	910	937	937
057101	TRAVEL AND CONFERENCE	-	-	-	-	-
061002	MISCELLANEOUS SUPPLIES	106	214	109	112	112
068001	CLOTHING ALLOWANCE	685	665	679	678	678
068002	CLOTHING	84	-	100	103	103
Animal Control		21,170	20,826	21,762	22,124	22,124

AUXILIARY
01-740-520-17-110-412

012001	PART TIME SALARIES	28,382	23,563	29,529	30,120	30,120
014041	OVERTIME	-	-	-	-	-
018042	SPECIAL DETAIL	3,750	3,000	3,750	3,750	3,750
022001	SOCIAL SECURITY	1,992	1,647	2,063	2,100	2,100
022501	MEDICARE	466	385	483	491	491
023002	RET-POLICE OFFICER	-	-	-	-	-
054050	TRAINING	1,545	1,500	1,591	1,639	1,639
068002	CLOTHING	2,815	1,425	3,000	3,090	3,090
074001	EQUIPMENT	1,082	-	1,115	1,148	1,148
Auxiliary		40,032	31,520	41,531	42,338	42,338

PATROL CANINE
01-740-520-18-110-412

014041	OVERTIME	3,729	4,266	3,729	3,804	3,804
018042	SPECIAL DETAIL	16,828	16,315	17,646	18,458	18,458
022501	MEDICARE	298	283	310	323	323
023002	RET-POLICE OFFICER	5,423	5,432	5,639	6,552	6,552
039001	PROFESSIONAL SERVICES	3,819	647	3,934	4,052	4,052
054050	TRAINING	517	2,490	1,000	1,030	1,030
056001	DUES PROFESSIONAL ORGANIZ	1,185	145	1,220	1,257	1,257
057101	TRAVEL AND CONFERENCE	-	400	-	-	-
061002	MISCELLANEOUS SUPPLIES	2,951	3,542	2,039	2,100	2,100
062001	OFFICE SUPPLIES	-	38	-	-	-
062004	PHOTO SUPPLIES	113	-	-	-	-
067001	BOOKS & PERIODICALS	227	-	233	240	240
068002	CLOTHING	220	96	227	234	234
074001	EQUIPMENT	22	10,000	140	144	144
074003	SOFTWARE	108	-	111	114	114
Canine		35,440	43,654	36,228	38,308	38,308

		FY16 BUDGET	FY16 ACTUAL	FY17 BUDGET	FY18 DEPARTMENT REQUEST	FY18 CITY MANAGER RECOMMENDED
EMERGENCY RESPONSE TEAM						
01-740-520-19-110-412						
014041	OVERTIME	20,498	13,631	20,498	20,908	20,908
014042	O/T-EDUCATION	-	598	-	-	-
022001	SOCIAL SECURITY	-	-	-	-	-
022501	MEDICARE	297	199	297	303	303
023001	RETIREMENT	-	-	-	-	-
023002	RET-POLICE OFFICER	5,407	3,795	5,407	6,153	6,153
054050	TRAINING	1,137	-	750	773	773
056001	DUES PROFESSIONAL ORGANIZ	5,686	5,000	5,500	5,665	5,665
057101	TRAVEL AND CONFERENCE	530	115	547	563	563
068002	CLOTHING	-	-	100	103	103
074001	EQUIPMENT	1,062	7,626	1,500	1,545	1,545
ERT		34,617	30,963	34,599	36,013	36,013
FIELD TRAINING OFFICER						
01-740-520-26-110-412						
014041	OVERTIME	17,386	8,034	17,386	17,734	17,734
014042	O/T-EDUCATION	-	-	-	-	-
022501	MEDICARE	252	111	252	257	257
023002	RET-POLICE OFFICER	4,586	2,123	4,586	5,219	5,219
054050	TRAINING	284	3,450	293	302	302
057101	TRAVEL AND CONFERENCE	279	1,700	288	297	297
061002	MISCELLANEOUS SUPPLIES	171	383	176	181	181
062001	OFFICE SUPPLIES	113	-	117	121	121
067001	BOOKS & PERIODICALS	341	336	350	361	361
FTO		23,412	16,137	23,448	24,472	24,472
EXPLORERS						
01-740-520-27-110-412						
014041	OVERTIME	-	-	1,000	1,000	1,000
022501	MEDICARE	-	-	15	15	15
023002	RET-POLICE OFFICER	-	-	263	294	294
EXP		-	-	1,278	1,309	1,309
DISPATCH						
01-740-530-00-110-412						
011001	REGULAR SALARIES	620,585	456,563	634,024	641,119	641,119
011061	INSURANCE REIMBURSEMENT	-	-	1,167	-	-
011063	SHIFT DIFFERENTIAL	13,140	7,823	19,980	26,806	26,806
012001	PART TIME SALARIES	6,791	29,540	6,791	13,036	13,036
014041	OVERTIME	71,320	167,807	71,320	71,320	71,320
014042	O/T-EDUCATION	-	289	-	-	-
015001	LONGEVITY	4,634	4,634	3,750	4,324	4,324
018032	TRAINING STIPEND	1,125	2,975	1,125	1,148	1,148
022001	SOCIAL SECURITY	44,972	37,754	46,256	47,567	47,567
022501	MEDICARE	10,412	9,188	10,710	11,016	11,016
023001	RETIREMENT	79,447	68,576	81,661	84,976	84,976
023002	RET-POLICE OFFICER	-	6,933	-	-	-
034101	PAGERS	206	-	497	512	512
034103	TELEPHONE	14,325	7,006	25,801	26,575	26,575
034104	CELLULAR PHONES	20,792	21,483	21,415	22,057	22,057
034203	COMPUTER/SOFTWARE MAINT	53,137	39,776	42,731	55,313	55,313
043012	REPAIRS-COMMUNICATION	1,706	850	1,757	1,810	1,810
043018	REPAIRS-EQUIPMENT	6,493	7,083	5,000	5,150	5,150
054050	TRAINING	1,030	708	3,061	3,153	3,153
056001	DUES PROFESSIONAL ORGANIZ	153	137	158	163	163
057101	TRAVEL AND CONFERENCE	541	2,173	2,557	2,634	2,634
061002	MISCELLANEOUS SUPPLIES	1,136	555	1,170	1,205	1,205
061003	MEETING SUPPLIES	331	-	342	352	352
062001	OFFICE SUPPLIES	281	324	490	505	505
062006	MOTOROLA POTABLE BATTERIE	2,611	-	3,689	3,800	3,800

		FY16 BUDGET	FY16 ACTUAL	FY17 BUDGET	FY18 DEPARTMENT REQUEST	FY18 CITY MANAGER RECOMMENDED
062007	COMPUTER/PRINTER SUPPLIES	2,316	1,703	1,386	1,428	1,428
067001	BOOKS & PERIODICALS	530	-	546	562	562
068001	CLOTHING ALLOWANCE	7,314	5,652	7,460	7,461	7,461
068002	CLOTHING	551	-	568	585	585
074001	EQUIPMENT	3,015	51,149	3,105	3,198	3,198
074003	SOFTWARE	-	398	-	-	-
075001	FURNITURE AND FIXTURES	2,060	1,529	2,122	2,186	2,186
TOTAL		970,954	932,606	1,000,639	1,039,961	1,039,961

**ADMINISTRATION
01-740-610-00-110-412**

011001	REGULAR SALARIES	247,128	249,029	330,458	348,319	348,319
011041	SALARIES UNIFORM PERSONNE	271,987	185,765	314,650	324,591	324,591
011061	INSURANCE REIMBURSEMENT	-	-	1,167	-	-
012001	PART TIME SALARIES	43,362	110,926	28,777	28,266	28,266
012041	COMMISSIONER STIPEND	3,600	3,500	3,600	3,600	3,600
014041	OVERTIME	62,834	44,756	65,834	66,887	66,887
015001	LONGEVITY	4,373	3,562	3,677	4,273	4,273
017001	HOLIDAY PREMIUM PAY	1,341	5,294	8,709	8,624	8,624
018034	EDUCATION STIPEND	2,960	2,121	4,550	3,662	3,662
018030	STIPEND	-	-	65,900	35,400	35,400
018042	SPECIAL DETAIL	1,063	1,902	86	-	-
022001	SOCIAL SECURITY	21,090	22,529	23,571	24,824	24,824
022501	MEDICARE	7,662	8,758	11,090	11,487	11,487
023001	RETIREMENT	29,257	29,153	38,815	41,819	41,819
023002	RET-POLICE OFFICER	86,904	67,471	102,517	115,317	115,317
025001	UNEMPLOYMENT COMPENSATION	-	3,843	444	-	-
034203	COMPUTER/SOFTWARE MAINT	-	-	-	1,600	1,600
039001	PROFESSIONAL SERVICES	6,254	87,435	8,442	13,695	13,695
043018	REPAIRS-EQUIPMENT	589	143	607	625	625
044002	RENTAL OTHER EQUIPMENT	9,936	4,414	10,235	10,542	10,542
053001	ADVERTISING	1,104	414	1,137	1,171	1,171
054050	TRAINING	11,486	11,567	13,830	14,245	14,245
055050	PRINTING	2,106	1,975	2,170	2,235	2,235
056001	DUES PROFESSIONAL ORGANIZ	1,234	1,780	6,271	6,459	6,459
057101	TRAVEL AND CONFERENCE	3,706	6,936	8,817	9,082	9,082
057103	COURT MILEAGE	-	18	-	-	-
061002	MISCELLANEOUS SUPPLIES	2,250	13,061	4,317	4,442	4,442
061003	MEETING SUPPLIES	589	633	607	625	625
062001	OFFICE SUPPLIES	4,062	5,969	4,184	4,310	4,310
062007	COMPUTER/PRINTER SUPPLIES	3,185	4,838	3,280	3,378	3,378
062010	COPYING SUPPLIES	2,208	2,468	2,275	2,343	2,343
062501	POSTAGE	5,807	4,940	5,981	6,160	6,160
063501	GASOLINE	-	-	-	-	-
067001	BOOKS & PERIODICALS	3,864	2,044	4,979	5,128	5,128
068001	CLOTHING ALLOWANCE	900	1,202	2,266	2,237	2,237
068002	CLOTHING	-	2,146	-	-	-
069004	CHIEF'S EXPENSE	2,208	1,073	2,275	2,343	2,343
072006	CONSTRUCTION	-	24,409	-	-	-
074001	EQUIPMENT	1,105	2,469	1,135	1,169	1,169
074003	SOFTWARE	-	600	-	-	-
075001	FURNITURE AND FIXTURES	551	11,505	2,568	2,645	2,645
081031	FEMA REIMBURSEMENT	-	-	-	-	-
Administration		846,705	930,646	1,089,221	1,111,503	1,111,503

**FLEET MAINTENANCE
01-740-610-06-110-412**

043010	REPAIRS-VEHICLE BY OUTSID	61,101	33,713	57,934	59,672	59,672
063001	TIRES AND BATTERIES	8,489	7,138	8,744	9,006	9,006
063501	GASOLINE	113,419	48,778	100,000	54,208	54,208
066001	VEHICLE REPAIRS	5,430	5,540	4,093	4,216	4,216
066002	VEHICLE OUTFIT	13,094	12,922	13,486	13,891	13,891
Fleet Maintenance		201,533	108,091	184,257	140,993	140,993

**PERSONNEL AND TRAINING
01-740-610-08-110-412**

011001	REGULAR SALARIES	45,099	45,446	46,401	46,921	46,921
011041	SALARIES UNIFORM PERSONNE	139,441	125,825	140,480	147,975	147,975

		FY16 BUDGET	FY16 ACTUAL	FY17 BUDGET	FY18 DEPARTMENT REQUEST	FY18 CITY MANAGER RECOMMENDED
014041	OVERTIME	10,876	6,172	10,876	11,094	11,094
014042	O/T-EDUCATION	62,481	78,421	62,481	63,731	63,731
014067	O/T BACKGROUND INVESTIGAT	10,302	11,961	10,302	10,508	10,508
015001	LONGEVITY	1,805	1,805	1,938	1,954	1,954
017001	HOLIDAY PREMIUM PAY	6,135	5,989	6,214	6,547	6,547
018034	EDUCATION STIPEND	1,000	1,250	1,500	2,592	2,592
018042	SPECIAL DETAIL	2,126	1,287	2,126	1,942	1,942
022001	SOCIAL SECURITY	3,511	2,749	3,595	3,643	3,643
022501	MEDICARE	4,049	3,833	4,110	4,263	4,263
023001	RETIREMENT	5,110	5,338	5,261	5,425	5,425
023002	RET-POLICE OFFICER	61,602	60,840	62,350	72,498	72,498
034203	COMPUTER/SOFTWARE MAINT	683	836	1,001	3,531	3,531
039001	PROFESSIONAL SERVICES	3,895	12,315	4,012	4,132	4,132
039009	PROF/SERV-HIRING	7,760	10,904	7,993	8,233	8,233
053001	ADVERTISING	1,599	1,769	1,647	1,696	1,696
054050	TRAINING	10,823	28,488	11,148	11,482	11,482
055050	PRINTING	-	39	-	-	-
056001	DUES PROFESSIONAL ORGANIZ	276	430	5,284	5,443	5,443
057101	TRAVEL AND CONFERENCE	1,624	2,351	1,673	1,723	1,723
061002	MISCELLANEOUS SUPPLIES	2,946	3,288	2,500	2,575	2,575
061003	MEETING SUPPLIES	229	76	236	243	243
062001	OFFICE SUPPLIES	331	293	341	351	351
062007	COMPUTER/PRINTER SUPPLIES	515	-	730	752	752
067001	BOOKS & PERIODICALS	2,165	587	1,230	1,267	1,267
068001	CLOTHING ALLOWANCE	1,594	1,594	1,594	1,691	1,691
068002	CLOTHING	1,331	2,759	1,371	1,412	1,412
072006	CONSTRUCTION	-	1,000	-	-	-
074001	EQUIPMENT	30,096	67,099	42,329	43,599	43,599
075001	FURNITURE AND FIXTURES	515	-	530	546	546
Personnel and Training		419,919	484,742	441,253	467,769	467,769
AUTOMATED INFORMATION SYSTEMS						
01-740-610-10-110-412						
011001	REGULAR SALARIES	66,410	69,584	68,327	106,261	106,261
014041	OVERTIME	1,526	1,221	1,526	1,526	1,526
015001	LONGEVITY	750	750	800	850	850
022001	SOCIAL SECURITY	4,259	3,933	4,381	6,735	6,735
022501	MEDICARE	996	918	1,025	1,575	1,575
023001	RETIREMENT	7,904	8,012	8,124	12,638	12,638
034203	COMPUTER/SOFTWARE MAINT	32,867	52,052	47,500	60,748	60,748
039001	PROFESSIONAL SERVICES	530	910	546	562	562
043018	REPAIRS-EQUIPMENT	864	473	390	402	402
054050	TRAINING	2,653	450	2,733	6,815	6,815
056001	DUES PROFESSIONAL ORGANIZ	-	-	-	-	-
057101	TRAVEL AND CONFERENCE	55	200	56	58	58
061002	MISCELLANEOUS SUPPLIES	110	314	114	117	117
061003	MEETING SUPPLIES	83	-	86	89	89
062001	OFFICE SUPPLIES	-	-	-	-	-
062007	COMPUTER/PRINTER SUPPLIES	3,307	5,185	3,404	3,506	3,506
067001	BOOKS & PERIODICALS	216	-	223	230	230
074001	EQUIPMENT	-	1,861	-	-	-
074003	SOFTWARE	-	449	1,000	1,030	1,030
075001	FURNITURE AND FIXTURES	-	-	-	-	-
AIS		122,530	146,312	140,235	203,142	203,142
COMMUNITY RELATIONS						
01-740-610-11-110-412						
014041	OVERTIME	3,000	5,871	3,000	3,000	3,000
022001	SOCIAL SECURITY	-	11	-	-	-
022501	MEDICARE	44	81	44	44	44
023001	RETIREMENT	-	23	-	-	-
023002	RET-POLICE OFFICER	791	1,500	791	883	883
056001	DUES PROFESSIONAL ORGANIZ	-	35	-	-	-
061002	MISCELLANEOUS SUPPLIES	-	250	-	-	-
CR		3,835	7,771	3,835	3,927	3,927

		FY16 BUDGET	FY16 ACTUAL	FY17 BUDGET	FY18 DEPARTMENT REQUEST	FY18 CITY MANAGER RECOMMENDED
RECORDS DIVISION						
01-740-610-12-110-412						
011001	REGULAR SALARIES	54,506	54,925	56,079	56,708	56,708
014041	OVERTIME	637	-	637	637	637
015001	LONGEVITY	800	850	900	950	950
022001	SOCIAL SECURITY	3,468	3,282	3,573	3,614	3,614
022501	MEDICARE	811	767	836	845	845
023001	RETIREMENT	6,249	6,232	6,436	6,634	6,634
034203	COMPUTER/SOFTWARE MAINT	536	-	552	569	569
039001	PROFESSIONAL SERVICES	2,760	2,670	2,843	2,928	2,928
043018	REPAIRS-EQUIPMENT	441	-	454	468	468
054050	TRAINING	441	150	454	468	468
056001	DUES PROFESSIONAL ORGANIZ	-	75	-	-	-
057101	TRAVEL AND CONFERENCE	-	26	-	-	-
061002	MISCELLANEOUS SUPPLIES	666	43	686	707	707
062001	OFFICE SUPPLIES	441	388	454	468	468
062007	COMPUTER/PRINTER SUPPLIES	1,105	1,928	1,137	1,171	1,171
067001	BOOKS & PERIODICALS	110	-	114	117	117
075001	FURNITURE AND FIXTURES	-	-	-	-	-
Records		72,971	71,335	75,155	76,284	76,284
CITY MANAGER RECOMMENDED REDUCTION						(185,452)
POLICE	Total	9,617,688	9,518,936	10,382,847	10,983,613	10,798,161

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Fire Department

Board of Fire Commissioners

Fire Chief

Executive Assistant

Secretary
(Part-Time)

Deputy Fire Chief
Operations and
Training

Deputy Fire Chief
Prevention and
Administration

A Shift

B Shift

C Shift

D Shift

Fire Inspector

Station 1
Captain
4 Firefighters

Station 1
Captain
4 Firefighters

Station 1
Captain
4 Firefighters

Station 1
Captain
4 Firefighters

Station 2
Lieutenant
4 Firefighters

Station 2
Lieutenant
4 Firefighters

Station 2
Lieutenant
4 Firefighters

Station 2
Lieutenant
4 Firefighters

Station 3
Lieutenant
3 Firefighters

Station 3
Lieutenant
3 Firefighters

Station 3
Lieutenant
3 Firefighters

Station 3
Lieutenant
3 Firefighters

Mission

Provide quality emergency, life safety and prevention services for our citizens, businesses and visitors, with the highest level of valor, integrity, commitment, teamwork and community involvement.

Vision

The vision of the Portsmouth Fire Department is to be a recognized leader in the fire service, respected by our citizens for anticipating and responding to their ever changing needs. The department will embrace new technologies and techniques, focusing on training and education to provide the highest level of customer services and satisfaction in a professional and caring manner.



Fire Department

Services Overview

- ✓ Fire Protection
- ✓ Emergency Medical Services
- ✓ Hazardous Materials and Disaster Response
- ✓ Marine and Waterfront Fire and Medical Response
- ✓ Community Services
- ✓ Fire Prevention and Inspection
- ✓ Emergency Management



Position Summary Schedule

Positions Full Time	FY16	FY17	FY18
Fire Chief	1	1	1
Assistant Fire Chief	0	0	0
Deputy Fire Chief	2	2	2
Fire Inspector	1	1	1
Executive Assistant	1	1	1
Shift Captain	4	4	4
Shift Lieutenant	8	8	8
Firefighter/ Paramedic	18	17	18
Firefighter/ EMT – Intermediate	20	21	19
Firefighter/ EMT	7	7	7
Total Full Time	62	62	61
Positions Part Time	FY16	FY17	FY18
P/T Secretary	1	1	1
P/T Fire Alarm Inspector	1	1	1
P/T Mechanic	1	1	1
Total Part Time	3	3	3

Department Budget Comments

The FY18 Fire Department requested budget is \$8,762,022, an increase of \$421,124 or 5.05% over FY17. Impacts to the budget include increases in the NH Retirement rate, contributions to the health insurance stabilization fund, worker's compensation premium and salary increases associated with contractual obligations (*step and COLA adjustments*). This recommended budget 1) maintains current level of service, staffing, stations, and resources, 2) ensures training and education for emerging and essential service responsibilities, and 3) supports department-wide

health and wellness programs.

To meet the 4% Joint Budget Committee recommended and City Council approved budget goal, the department would have to reduce the proposed budget by \$87,488 to \$8,674,534 which is the City Manager Recommended Budget. These reductions would 1) eliminate the department's ability to cover short-term or extended vacancies leading to frequent shift staffing reductions, 2) lead to an increased occurrence of emergency apparatus, including one duty ambulance, rotating out-of-service, 3) limit the ability to respond to facility or equipment repair needs, and 4) require increased use of outside vendors.

Budget Summary of Expenditures

	FY16	FY16	FY17	FY18	FY18
	BUDGET	ACTUAL	BUDGET	DEPARTMENT REQUEST	CITY MANAGER RECOMMENDED
FIRE DEPARTMENT					
SALARIES	3,421,986	3,422,786	3,574,579	3,664,510	3,664,510
PART-TIME SALARIES	56,481	61,995	64,741	61,340	61,340
COMMISSIONER STIPEND	3,600	3,600	3,600	3,600	3,600
OVERTIME	609,000	636,978	656,000	666,500	666,500
HOLIDAY	136,923	137,221	143,060	141,364	141,364
LONGEVITY	33,186	33,189	36,495	39,272	39,272
CERTIFICATION STIPENDS	246,734	245,355	273,333	281,821	281,821
RETIREMENT	1,307,089	1,301,357	1,376,849	1,544,597	1,544,597
HEALTH INSURANCE	1,157,270	1,157,270	1,211,661	1,276,243	1,276,243
DENTAL INSURANCE	70,077	65,527	65,006	67,006	67,006
INSURANCE REIMBURSEMENT	56,660	68,844	77,029	95,147	95,147
LEAVE AT TERMINATION	70,084	70,084	70,084	70,084	70,084
WORKERS' COMPENSATION	199,769	199,459	149,607	175,906	175,906
LIFE AND DISABILITY	23,330	22,695	23,187	24,456	24,456
OTHER BENEFITS	108,397	105,665	113,266	114,817	114,817
<i>Contractual Obligations</i>	<i>7,500,586</i>	<i>7,532,026</i>	<i>7,838,497</i>	<i>8,226,663</i>	<i>8,226,663</i>
TRAINING/EDUCATION/CONFERENCES	26,500	17,474	18,000	20,000	20,000
ELECTRICITY	51,250	42,310	55,000	55,000	55,000
NATURAL GAS	34,200	22,482	34,000	35,020	35,020
GASOLINE	57,780	27,809	58,000	58,000	58,000
CONTRACTED SERVICES	21,000	13,366	47,325	46,325	46,325
ADVERTISING	500	127	500	500	500
PRINTING	250	482	250	250	250
PROFESSIONAL ORGANIZATION DUES	13,901	10,442	13,901	13,902	13,902
OTHER OPERATING	291,100	282,901	275,425	306,362	306,362
<i>Other Operating</i>	<i>496,481</i>	<i>417,393</i>	<i>502,401</i>	<i>535,359</i>	<i>535,359</i>
CITY MANAGER RECOMMENDED REDUCTION					(87,488)
TOTAL	7,997,067	7,949,420	8,340,898	8,762,022	8,674,534

Programs and Services

Fire Protection -

- Fire response and mitigation services – two (2) staffed engines, one (1) staffed ladder truck, two (2) staffed ambulances.

Emergency Medical Services-

- Ambulance response and transport – two (2) staffed units.
- Advanced EMT and Paramedic level response and care.

Hazardous Materials and Disaster Response-

- Initial hazardous materials response, identification and containment services – Certified HM operations, decontamination and technician level personnel. Support to and from Regional HAZ-MAT team.
- Special rescue: building collapse, confined space, heights rescue and mass casualty response – NH FST Certified Technical and Confined Space Rescue personnel.



Marine and Waterfront Fire and Medical Response-

- Fire, medical and environmental response and mitigation services – one (1) Zodiac rescue boat, available year round, staffed through on-duty personnel.

Community Services-

- Investigation and safety services – through on-duty and staff personnel.
- Includes, but not limited to, wires down, odor investigations, burn permits, burst pipes, flooded basements, lift assists and evaluation of minor medical issues.

Fire Prevention and Inspection-

- Life safety, fire education, occupancy inspection, fire code enforcement, fire investigation services – one (1) Deputy Fire Chief, one (1) Fire Inspector. Division also responsible for the City’s municipal fire alarm system and supervising the part-time Fire Alarm Superintendent.

Emergency Management-

- Local and regional emergency preparedness, response, recovery and mitigation for man-made and natural disasters.
- Radiological emergency response program (Seabrook Station) and regional health planning.
- Fire Chief serves as the Emergency Management Coordinator, support from department and City staff.

<u>Goals and Objectives</u>	
<p>Goal #1:</p> <p>The Department will maintain and strengthen reliable delivery of essential emergency and non-emergency services.</p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ Arrive on scene within 8 minutes of initial dispatch 90% of the time for all requests for emergency services. ✓ Ensure that the deployment and distribution of personnel, apparatus and fire stations supports equal coverage to all areas of the city. ✓ Leverage available technology and research opportunities to improve the department’s ability to provide essential services.
<p><i>Citywide Goal Addressed: A Welcoming, Safe and Diverse Community</i></p>	
<p>Goal #2:</p> <p>The Department will promote the safety of employees and the community through comprehensive education and training.</p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ Encourage employee health, safety, wellness and fitness through education and prevention programs. ✓ Maintain effective training programs and state-of-the-art equipment. ✓ Implement fire prevention and public education initiatives that focus on the City’s high risk populations.
<p><i>Citywide Goal Addressed: A Welcoming, Safe and Diverse Community</i></p>	
<p>Goal #3:</p> <p>The Department will minimize the risk of life and property loss through proactive planning, education and enforcement of safe practices.</p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ Conduct plans review on 100% of construction or renovation projects involving fire protection or fire alarm features. ✓ Implement fire and injury prevention initiatives through public education that focus on the City’s high risk populations. ✓ Ensure compliance with applicable fire and life safety laws, codes and standards through annual inspections of 100% of the City’s place of assembly occupancies.

Citywide Goal Addressed: A Welcoming, Safe and Diverse Community

Goal #4:

The Department will provide effective, efficient and customer-centered services.

Objectives:

- ✓ Promote opportunities to receive honest input and feedback from citizens, business owners and elected officials on operations of the Department.
- ✓ Respond to 100% of all concerns related to life safety hazards within two (2) business days of receipt.
- ✓ Maintain 90% customer satisfaction level.
- ✓ Identify process improvements and implement cost-saving changes.

Citywide Goal Addressed: A Welcoming, Safe and Diverse Community

Performance Measure

Response Times (minutes)

Performance	2015	2016
Goal of 8 minutes or less for All Fire Incidents		
90% benchmark	8.8 min	9 min
50% (average)	6.4 min	6.18 min
Goal of 8 minutes or less for All Ambulance Incidents		
90% benchmark	9.6 min	8.9 min
50% (average)	6 min	6.2 min

Billable Services Collection Rates

76.7% Mean Collection Rate for Last 3 Years

	2014	2015	2016
Net Payments	\$841,622	\$891,025	\$945,628
Net Commitments	\$1,203,030	\$1,000,555	\$1,309,043
Collection Rate	70.0%	89.1%	72.2%

Overtime as a Percentage of Total Hours Worked

	FY14	FY15	FY16
Total Hours	155,768	154,089	155,256
OT Hours	17,689	17,488	15,936
% OT / Total	11.4%	11.4%	10.3%

Overview of Activity – Calendar Year 16

Total Number of Emergency Incidents - 4899
 Fire Related Services - 1403
 Emergency Medical Services - 3496

2017-2018 BUDGETED POSITION AND SALARY DETAIL

FIRE DEPARTMENT

<u>STEP</u>	<u>POSITION</u>	<u>SALARY</u>
G	CHIEF	134,811
E/F	DEPUTY FIRE CHIEF	102,169
E/F	DEPUTY FIRE CHIEF	104,471
G	EXECUTIVE ASSISTANT	68,945
TOTAL ADMINISTRATION		410,396
F	FIRE OFFICER - CPT	75,856
F	FIRE OFFICER - CPT	75,856
E/F	FIRE OFFICER - CAPT	73,612
F	FIRE OFFICER - CPT	73,649
F	FIRE OFFICER - CPT INSPECTOR	75,856
C	FIRE OFFICER - LT	66,345
C	FIRE OFFICER - LT	66,345
C	FIRE OFFICER - LT	66,345
C	FIRE OFFICER - LT	64,413
C	FIRE OFFICER - LT	66,345
C	FIRE OFFICER - LT	66,345
C	FIRE OFFICER - LT	64,413
B/C	FIRE OFFICER - LT	63,406
TOTAL FIRE OFFICERS		898,787
E/F	FIRE FIGHTER	54,051
B/C	FIRE FIGHTER	46,931
F	FIRE FIGHTER	53,268
B/C	FIRE FIGHTER	46,832
F	FIRE FIGHTER	54,866
F	FIRE FIGHTER	53,268
E/F	FIRE FIGHTER	54,767
F	FIRE FIGHTER	54,866
E/F	FIRE FIGHTER	54,822
F	FIRE FIGHTER	54,866
D/E	FIRE FIGHTER	50,346
F	FIRE FIGHTER	54,866
F	FIRE FIGHTER	54,866
F	FIRE FIGHTER	54,866
F	FIRE FIGHTER	54,866
E/F	FIRE FIGHTER	54,161
F	FIRE FIGHTER	54,866
E/F	FIRE FIGHTER	54,822
F	FIRE FIGHTER	54,866
E/F	FIRE FIGHTER	52,444
E/F	FIRE FIGHTER	54,712
F	FIRE FIGHTER	53,268
F	FIRE FIGHTER	54,866
F	FIRE FIGHTER	54,866
F	FIRE FIGHTER	54,866
A/B	FIRE FIGHTER	43,267
F	FIRE FIGHTER	54,866
F	FIRE FIGHTER	54,866
F	FIRE FIGHTER	54,866
F	FIRE FIGHTER	53,268
F	FIRE FIGHTER	54,866
A/B	FIRE FIGHTER	43,649
F	FIRE FIGHTER	54,866
F	FIRE FIGHTER	54,866
F	FIRE FIGHTER	53,268
F	FIRE FIGHTER	54,866
F	FIRE FIGHTER	53,268
F	FIRE FIGHTER	54,866
F	FIRE FIGHTER	54,866
F	FIRE FIGHTER	54,866
F	FIRE FIGHTER	54,866
F	FIRE FIGHTER	54,866
F	FIRE FIGHTER	54,866
F	FIRE FIGHTER	54,866
F	FIRE FIGHTER	54,866
F	FIRE FIGHTER	54,866

2017-2018 BUDGETED POSITION AND SALARY DETAIL

FIRE DEPARTMENT

STEP

POSITION

SALARY

	TOTAL FIRE FIGHTERS	2,355,327
	P/T MECHANIC	17,000
	P/T FIRE ALARM	20,000
4 C/D	P/T SECRETARY	24,340
	TOTAL PART- TIME	61,340
	TOTAL ADMINISTRATION	410,396
	TOTAL FIREFIGHTERS & OFFICERS	3,254,114
	TOTAL PART-TIME	61,340
	TOTAL PERSONNEL	3,725,850

		FY16 BUDGET	FY16 ACTUAL	FY17 BUDGET	FY18 DEPARTMENT REQUEST	FY18 CITY MANAGER RECOMMENDED
FIRE DEPARTMENT						
FIRE FIGHTERS						
01-741-570-00-125-414						
011041	SALARIES UNIFORM PERSONNE	3,039,061	3,039,235	3,173,839	3,254,114	3,254,114
012033	PT SALARIES-VEHICLE MAINT	17,000	20,342	17,000	17,000	17,000
012054	PT SALARIES-ALARM MAINT	18,900	19,555	25,000	20,000	20,000
014031	O/T EMERGENCY RECALL	100,000	106,863	120,000	115,000	115,000
014032	O/T EARNED TIME LV COVERA	423,000	386,341	440,000	445,000	445,000
014033	O/T DISABILITY LEAVE COVE	25,000	34,557	25,000	25,000	25,000
014034	O/T WORKERS COMP COVERAGE	12,000	61,693	23,000	24,000	24,000
014042	O/T-EDUCATION	45,000	46,007	45,000	55,000	55,000
015001	LONGEVITY	29,837	29,837	32,759	35,577	35,577
017001	HOLIDAY PREMIUM PAY	136,923	137,221	143,060	141,364	141,364
018031	CERTIFICATION STIPEND	246,734	245,355	273,333	281,821	281,821
021001	INSURANCE-HEALTH	1,057,413	1,057,413	1,107,111	1,166,120	1,166,120
021101	INSURANCE-DENTAL	64,433	60,739	60,494	61,494	61,494
021501	INSURANCE-LIFE	5,104	6,932	7,063	7,419	7,419
021601	INSURANCE-DISABILITY	15,493	13,096	13,476	14,155	14,155
022001	SOCIAL SECURITY	1,172	1,032	1,550	1,240	1,240
022501	MEDICARE	59,035	55,996	62,286	63,628	63,628
023003	RET-FIREFIGHTER	1,205,547	1,199,845	1,271,109	1,418,492	1,418,492
036001	PROF SERVICE-CLEANING	20,000	11,766	15,000	14,000	14,000
039071	FIRE PREVENTION	2,500	2,451	3,000	3,000	3,000
054050	TRAINING	8,000	2,715	6,000	6,000	6,000
068001	CLOTHING ALLOWANCE	34,200	34,800	34,800	34,800	34,800
068003	PROTECTIVE CLOTHING	20,000	8,677	25,000	24,612	24,612
074001	EQUIPMENT	6,000	7,379	6,000	6,000	6,000
TOTAL		6,592,352	6,589,847	6,930,880	7,234,836	7,234,836

AMBULANCE						
01-741-580-00-125-414						
039003	PROF/SERVICES-LICENSING	2,000	1,170	2,500	2,500	2,500
043015	REPAIRS-FIRE EQUIPMENT	8,000	9,721	10,000	10,000	10,000
054050	TRAINING	8,000	10,400	5,000	8,000	8,000
061002	MISCELLANEOUS SUPPLIES	17,500	23,755	20,000	20,000	20,000
074001	EQUIPMENT	1,000	1,834	2,000	2,000	2,000
Ambulance		36,500	46,880	39,500	42,500	42,500

FIRE ADMINISTRATION						
01-741-610-00-125-414						
011001	REGULAR SALARIES	382,925	383,551	400,740	410,396	410,396
011061	INSURANCE REIMBURSEMENT	56,660	68,844	77,029	95,147	95,147
012001	PART TIME SALARIES	20,581	22,098	22,741	24,340	24,340
012041	COMMISSIONER STIPEND	3,600	3,600	3,600	3,600	3,600
014041	OVERTIME	4,000	1,517	3,000	2,500	2,500
015001	LONGEVITY	3,349	3,351	3,736	3,695	3,695
016001	LEAVE AT TERMINATION	70,084	70,084	70,084	70,084	70,084
021001	INSURANCE-HEALTH	99,857	99,857	104,550	110,123	110,123
021101	INSURANCE-DENTAL	5,644	4,788	4,512	5,512	5,512
021501	INSURANCE-LIFE	677	920	911	991	991
021601	INSURANCE-DISABILITY	2,056	1,747	1,737	1,891	1,891
022001	SOCIAL SECURITY	5,802	5,629	5,910	6,004	6,004
022501	MEDICARE	6,838	6,859	7,370	7,795	7,795
023001	RETIREMENT	7,841	7,621	7,803	7,951	7,951
023003	RET-FIREFIGHTER	93,701	93,891	97,937	118,154	118,154
026002	INSURANCE-WORKERS COMP	199,769	199,459	149,607	175,906	175,906
031001	PROF SERVICES-ENERGY CONT	-	-	31,325	31,325	31,325
034103	TELEPHONE	1,000	693	16,000	19,000	19,000
034104	CELLULAR PHONES	11,000	11,146	12,000	14,000	14,000
035001	PROF SERVICE-MEDICAL EXAM	2,500	384	2,500	2,500	2,500
039070	PROFESSIONAL SERVICES	1,000	1,600	1,000	1,000	1,000
041002	ELECTRICITY	51,250	42,310	55,000	55,000	55,000
041101	NATURAL GAS	34,200	22,482	34,000	35,020	35,020

		FY16 BUDGET	FY16 ACTUAL	FY17 BUDGET	FY18 DEPARTMENT REQUEST	FY18 CITY MANAGER RECOMMENDED
041205	WATER /SEWER FEES	17,850	7,319	10,000	18,000	18,000
043001	REPAIRS-STRUCTURAL	20,000	6,827	20,000	20,000	20,000
043012	REPAIRS-COMMUNICATION	6,000	7,566	7,000	6,000	6,000
043018	REPAIRS-EQUIPMENT	57,000	46,554	26,675	45,000	45,000
043019	REPAIRS-SCBA	6,500	6,658	7,000	7,000	7,000
043021	REPAIRS-FIRE ALARM SYS	6,000	4,026	5,000	5,000	5,000
043024	REPAIRS-VEHICLE	70,000	73,823	70,000	70,000	70,000
053001	ADVERTISING	500	127	500	500	500
054051	EDUCATION	8,000	-	4,000	4,000	4,000
055050	PRINTING	250	482	250	250	250
056001	DUES PROFESSIONAL ORGANIZ	3,000	1,794	3,000	3,000	3,000
056005	DUES REGIONAL HAZMAT TEAM	10,901	8,648	10,901	10,902	10,902
057101	TRAVEL AND CONFERENCE	2,500	4,359	3,000	3,000	3,000
061002	MISCELLANEOUS SUPPLIES	18,000	17,033	15,000	15,000	15,000
061003	MEETING SUPPLIES	300	125	300	300	300
062001	OFFICE SUPPLIES	5,000	4,924	5,000	5,000	5,000
062004	PHOTO SUPPLIES	100	-	-	-	-
062501	POSTAGE	1,000	1,074	1,000	1,000	1,000
063601	DIESEL FUEL	57,780	27,809	58,000	58,000	58,000
064001	JANITORIAL SUPPLIES	5,000	3,661	4,000	4,000	4,000
067001	BOOKS & PERIODICALS	200	150	200	200	200
068001	CLOTHING ALLOWANCE	1,350	1,350	1,350	1,350	1,350
068002	CLOTHING	1,250	871	1,250	1,250	1,250
075001	FURNITURE AND FIXTURES	-	33,059	-	-	-
081031	FEMA REIMBURSEMENT	-	-	-	-	-
099006	COPIER LEASE	5,400	2,020	4,000	4,000	4,000
Fire Administration		1,368,215	1,312,692	1,370,518	1,484,686	1,484,686
CITY MANAGER RECOMMENDED REDUCTION						(87,488)
FIRE	Total	7,997,067	7,949,420	8,340,898	8,762,022	8,674,534



Emergency Management

Mission

The City of Portsmouth's Emergency Management Office (EMO) establishes policy, plans and procedures to insure the safety of the citizens of Portsmouth in the event of a large-scale emergency. This includes adequate inventories of emergency management supplies, and training City staff in their roles in the City's Emergency Management Team. The mission of the EMO has expanded recently as we prepare for potential pandemics and other large scale public health emergencies, working cooperatively with the Health, Police and School departments.

Department Budget Comments

The FY18 proposed budget for Emergency Management is \$12,014, this represents a \$177 or a 1.50% increase over FY17. This increase is due to the changes in the NH Retirement rate.

Budget expenses would increase dramatically in the event of an actual emergency. Currently, the EMO and the Health Department are taking advantage of grants and State funding sources to offset operational and planning expenses.

The EMO utilizes budget funds to augment State funding for our emergency plans along with our primary and secondary Emergency Operations Centers.



Budget Summary of Expenditures

	FY16 BUDGET	FY16 ACTUAL	FY17 BUDGET	FY18 CITY MANAGER RECOMMENDED
EMERGENCY MANAGEMENT				
OVERTIME	6,000	7,507	6,000	6,000
RETIREMENT	1,750	2,189	1,750	1,914
OTHER BENEFITS	87	101	87	100
OTHER OPERATING	4,000	1,212	4,000	4,000
TOTAL	11,837	11,010	11,837	12,014

Programs and Services

Organization and Preparedness-

- Serve as coordinating agency for City-wide emergency preparedness for natural and man-made disasters
- Coordinating agency for the Portsmouth Area Emergency Planning Team (PAEPT), a cooperative effort between Portsmouth, Newington, North Hampton, New Castle, Greenland and Rye.
- Organize, administer and attend training sessions designed to fulfill the mission
- Publish and disseminate materials and emergency response plans to appropriate agencies and first responders

Goals and Objectives

<p>Goal #1:</p> <p>Maintain and revise local emergency response plans to meet federal requirements for grant funding and emergency preparedness.</p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ Assist in maintaining school emergency plans ✓ Maintain the City's Emergency Plan including the All-Hazards Operational Plan and annexes ✓ Develop long-range recovery plans to address natural, technological and terrorism hazards <p><i>Citywide Goal Addressed: Regulation Adherence and Legislative Development</i></p>
<p>Goal #2:</p> <p>Insure readiness of the City's Emergency Management team to respond to, coordinate and mitigate emergencies of a magnitude that would require activation of the Emergency Operations Center.</p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ Participate in monthly Emergency Services/Management meetings ✓ Provide training for all members of the Emergency Operations Staff ✓ Participate in drills and graded exercises for Seabrook Station Emergency Planning Zone <p><i>Citywide Goal Addressed: A Safe, Diverse and Affordable Community</i></p>

Portsmouth Emergency Management Team

Emergency Management Director - John P. Bohenko, City Manager
 Emergency Management Coordinator- Steven E. Achilles, Fire Chief

City Representatives

City Manager's Office - Nancy Colbert Puff
 Fire - Carl Roediger
 Police - David Mara
 Public Works - Peter Rice
 Schools - Steve Zadravec
 Human Resources - Dianna Fogarty
 Health - Kim McNamara

Additional Resource Agencies

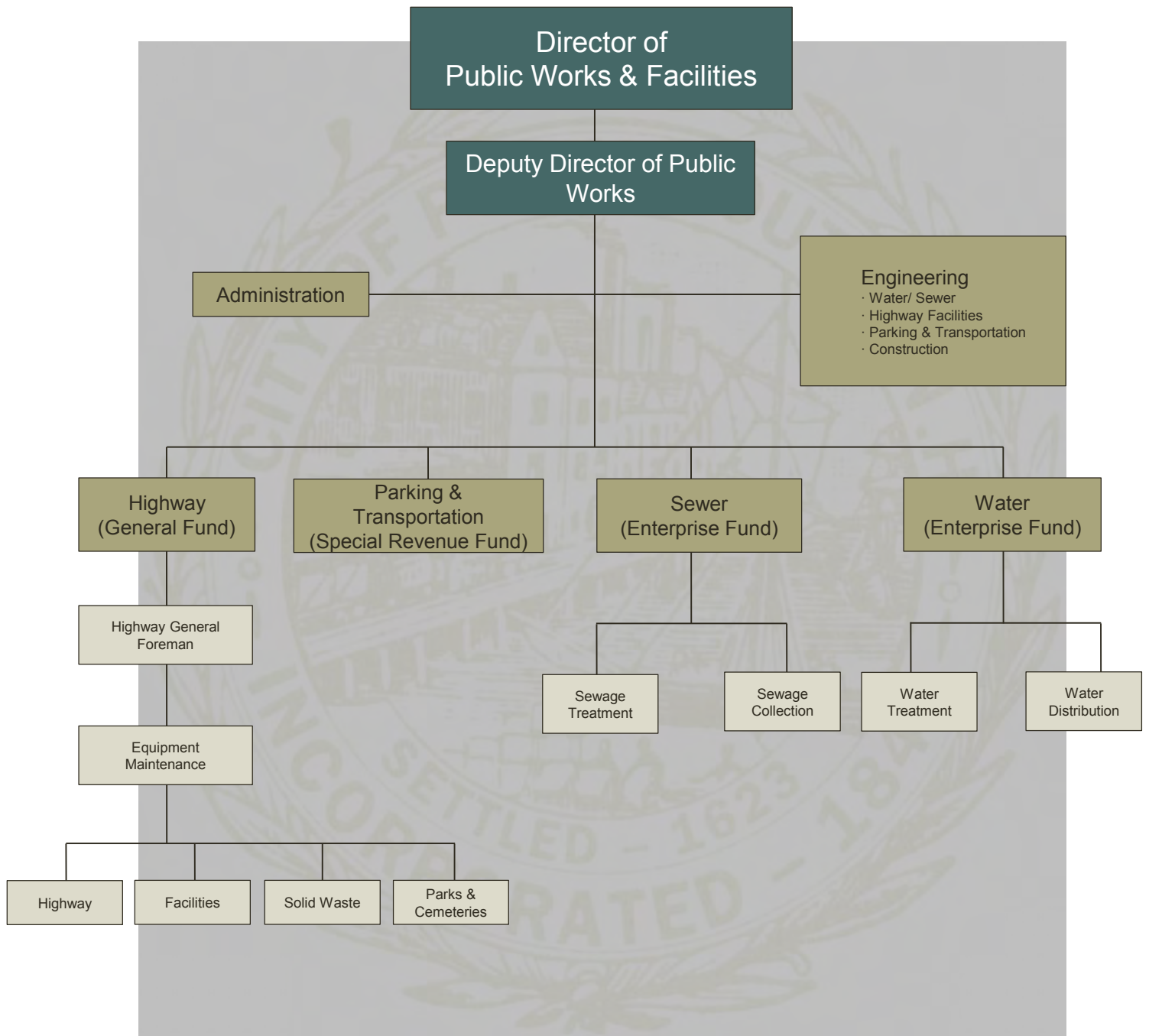
NH Homeland Security & Emergency Management
 Portsmouth Regional Hospital
 Portsmouth Housing Authority
 American Red Cross
 Community Development Services
 Community Resource Network
 Families First
 Foundation for Seacoast Health
 Pease –NH Air National Guard
 United Way of Greater Seacoast
 Ham Radio Operators
 Police & Fire Departments from Greenland, New Castle, Newington, North Hampton and Rye

Performance Measures

Reviewed and revised both the city's Local Emergency Operation and Hazard Mitigation Plans.

		FY16 BUDGET	FY16 ACTUAL	FY17 BUDGET	FY18 CITY MANAGER RECOMMENDED
EMERGENCY MANAGEMENT					
01-744-590-00-100-416					
014041	OVERTIME	6,000	7,507	6,000	6,000
022501	MEDICARE	87	101	87	100
023003	RET-FIREFIGHTER	1,750	2,189	1,750	1,914
034103	TELEPHONE	1,000	719	1,000	1,000
061002	MISCELLANEOUS SUPPLIES	3,000	46	3,000	3,000
062001	OFFICE SUPPLIES	-	446	-	-
EM	Total	11,837	11,010	11,837	12,014

Public Works Department



Mission

Our mission is to provide municipal Public Works functions for the benefit of our citizens, businesses and visitors in an efficient and cost-effective manner within budgetary appropriations.



Public Works Department

Services Overview

- ✓ Administration
- ✓ Engineering
- ✓ Building Administration
- ✓ Rubbish Removal and Disposal
- ✓ Highway and Street Maintenance
- ✓ Snow Removal
- ✓ Sidewalks
- ✓ Bridge Repairs
- ✓ Equipment Maintenance Facility
- ✓ Tree Program
- ✓ Mosquito Control
- ✓ Parks and Cemeteries
- ✓ Stormwater

Department Budget Comments

The Public Works Department proposes a budget of \$6,634,940 for FY18. This is an increase of \$207,679 or 3.23% from the FY17 budget.

The Public Works Department's Fiscal Year 2018 budget reflects our Department's mission to provide municipal services for the benefit of our citizens, businesses and visitors in an environmentally sustainable and cost-effective manner. This budget allows the Department to address the increasingly complex issues and challenges facing the City. This budget continues to address increased facilities maintenance, increased cemetery maintenance, roadway maintenance and improved bicycle and pedestrian facilities.

The Department of Public Works is taking a holistic collaborative approach to solving problems. The Department is using data to balance the delivery of projects, programs, and services that ensures the long-term health and well-being of the City of Portsmouth.

Position Summary Schedule

Positions Full time	FY16	FY17	FY18
Director of Public Works & Facilities	1	1	1
Assistant City Manager	0	.2	.2
Operations Manager	.25	.25	.25
Public Information Officer	.2	.2	.2
General Foreman	1	1	1
Solid Waste & Sustainability Coord.	1	1	1
Administrative Assistant I	0	.25	.25
Administrative Clerk	.5	.5	.25
Dispatcher	.25	.25	.25
Special Projects Coordinator	0	.25	.25
Construction Technician Supervisor	1	1	1
Construction Project Coordinator	1	1	1
Engineer Technician	0	0	0
Facility Project Engineer	.85	.85	1
Facility Foreman	1	1	1
Highway Foreman	1	1	1
Arborist	0	1	1
Electrician	1	1	1
Utility Mechanic	5	5	5
Custodian Lead	2	2	2
Custodian 1	7	6	6
Truck Driver 1	7.3	7.3	7.3
Truck Driver 2	2	2	2
Recycling Truck Driver	2	1	1
Sanitation Laborer	4	5	5
Laborer	14	13	13
Equipment Maintenance Foreman	.3	.3	.3
Lead Mechanic	.3	0	0
Equipment Mechanic	.9	1.2	1.2
Inventory Technician	.3	.3	.3
Equipment Operator 1	1	1	1
Total Full Time	56.15	55.85	55.75
Positions Part Time	FY16	FY17	FY18
Secretary	.25	.25	.25
Number of Part Time positions varies throughout the year.			
Total Part Time	.25	.25	.25

Budget Summary of Expenditures

	FY16 BUDGET	FY16 ACTUAL	FY17 BUDGET	FY18 CITY MANAGER RECOMMENDED
PUBLIC WORKS				
SALARIES	2,514,811	2,429,124	2,587,792	2,745,151
PART-TIME SALARIES	60,000	10,350	56,608	42,163
OVERTIME	308,000	235,401	328,267	328,000
LONGEVITY	17,812	16,598	18,205	19,269
RETIREMENT	320,248	300,728	330,658	353,055
OTHER BENEFITS	223,407	194,046	230,300	241,198
<i>Contractual Obligations</i>	<i>3,444,278</i>	<i>3,186,247</i>	<i>3,551,830</i>	<i>3,728,836</i>
TRAINING/EDUCATION/CONFERENCES	14,000	7,824	14,000	18,000
ELECTRICITY	205,000	175,506	205,000	205,000
NATURAL GAS	130,000	67,740	110,000	105,000
GASOLINE	225,000	106,949	200,000	180,000
CONTRACTED SERVICES	695,001	916,952	816,501	886,501
ADVERTISING	3,000	5,028	3,000	3,000
PRINTING	2,750	325	2,750	2,750
PROFESSIONAL ORGANIZATION DUES	3,000	2,524	4,000	4,000
OTHER OPERATING	1,515,580	1,667,170	1,520,180	1,501,853
<i>Other Operating</i>	<i>2,793,331</i>	<i>2,950,017</i>	<i>2,875,431</i>	<i>2,906,104</i>
TOTAL	6,237,609	6,136,264	6,427,261	6,634,940

In FY 17 the Department continued to use Portsmouth Click and Fix, a Web based application to improve communication with residents. Portsmouth Click and Fix is a communications platform for residents to report non-emergency issues, and allows the Department to track, manage, and respond in a timely manner. Since Portsmouth Click and Fix was adopted over 2000 work requests have been completed. This application can be accessed via the City's Web site or by a smart phone application

<http://cityofportsmouth.com/publicworks/clicknfix.html>.



In addition to improved communication with our residents, the Portsmouth Click and Fix platform gives the Department a metric to measure effectiveness of service provided by our current staffing and resources levels. This data has been used to adjust the Department's tree program and solid waste program to reduce response time and improve service. The data collected via this application will continue to improve operations by giving management a data based decision making tool to adjust staff and resources as needed to better address changing expectations.

The Department's on-going goals are to improve risk management, invest in sustainability, innovate operations, and improve inter-departmental cooperation. To do this, the Department will continue to strengthen the Public Works Team through staff training and education.

To improve on building administration and facilities maintenance the Department of Public Works has created a Facilities Engineer position. This position fills the recently retired Facilities Project Manager. The Facilities Engineer will manage the administration and maintenance of the approximately 260,000 square feet of buildings and be responsible for developing and implementing capital projects for the City's facilities. In addition, the Department will continue to review staffing levels and services provided and make adjustments where appropriate.



In FY 17, the Department conducted a comprehensive risk assessment of its Solid Waste operations. The results of this evaluation led to operational changes and identified potential equipment changes. The

operational changes include additional signage and lights on the trash collection vehicles as well as adjusting collection times during winter conditions. In FY 17, staff held a series of public meetings which culminated in an updated solid waste ordinance and adjustment to collection times in the Downtown Business District. In addition, the Department started investigating expansion of the recycling facility to allow transfer and consolidation of recycled materials and solid waste. This optimization would allow for greater operational flexibility to adjust to changing recycled materials commodity markets.

In FY 17 the Department initiated the replacement of the existing high pressure sodium street lights with LED lights. This upgrade will save approximately 494,000 KWH, \$120,000 per year in electricity as well as reduce 360 tons of greenhouse gases. In addition, the City received an energy efficiency rebate of \$100,000. The FY 18 Capital Improvements Plan adopted with this budget includes funds to complete the conversion.

Department organizational changes have shifted staffing to better fit operational needs. These include the creation of a Facilities Engineer discussed above. The overall impact to these organizational changes results in 0.15 (1.5 tenths) of an additional full-time position.

Programs and Services

Administration- Provide overall guidance and direction of work tasks and division resources, supervision of outside consultant/contractor work, and development of special projects.

- Supervise all Public Works Functions
- Issue Excavation, Flagging, Blasting, and Driveway Permits
- Oversee Accounts Payable/Receivable
- Negotiate and Bid Utilities, Electric, Natural Gas, and Fuels
- Administer Traffic Control Permits

Engineering- Supply engineering services for the design, contract documents, and construction inspection of all City Public Works projects, which includes water, sewer, highway, public facilities, and transportation. In addition, provide engineering assistance to other City Departments.

Building Administration-Responsible for cleaning, providing utilities, and maintaining municipal buildings and facilities including the Municipal Complex, Public Works facility, Library, Spinnaker Point, Hanover Parking Garage, and the Indoor and Outdoor pools. In addition, the Department provides assistance with capital projects at City owned facilities that include the Players Ring, Discover Portsmouth Building, Prescott Park, and the South Meeting House. Overall the Department maintains over 266,268 sq. ft. of buildings as well as provides assistance to Fire, Police, and School on an as needed basis, including:

- Custodial Services
- Carpentry
- Plumbing
- Electrical
- HVAC



Rubbish Removal and Disposal- Collection, transportation, disposal, and processing of residential waste, recyclables and compostables. Curbside collection provided to over 5,000 households as well as drop off collection at the residential Recycling Center on Peverly Hill Road. Approximately 11,000 tons of material is collected annually. Approximately 5,000 tons of the City's waste is landfilled, 2,000 tons are composted, and almost 4,000 tons are recycled.

- Bulky Waste Collection/Disposal
- Yard Waste Collection/Disposal
- Household Hazardous Waste Collection Days
- Curbside Rubbish Collection/Disposal
- Curbside Recycling Collection/Disposal

- Appliances and CFC Removal
- Electronics Disposal
- Tire/Battery Disposal
- Motor Oil/Cooking Oil Disposal
- Books, VCR tapes, DVDs, clothing, and footwear

Highway and Street Maintenance- Provide maintenance of approximately 136 miles of City roadways.

- Storm Drain Maintenance (pipelines, catch basins & manholes)
- Traffic Line Markings
- Traffic Sign Maintenance
- Traffic Signal Maintenance
- Weed Control
- Pavement Patching



Snow Removal- Clear and remove snow and ice from City roadways, sidewalks, and parking facilities.

Sidewalks- Repair and maintain over seventy (70) miles of City sidewalks (brick, concrete, asphalt, and stone).

Bridge Repairs- Maintain fourteen (14) city owned bridges and implement the recommendations of the Bridge Evaluation Program.

Equipment Maintenance Facility - Maintain and repair the City's equipment fleet which includes lawnmowers, automobiles, pick-up trucks, small and large dump trucks, heavy equipment, and specialized equipment.

Tree Program - Provide maintenance, trimming, or removal/replacement services for public trees in coordination with the Trees and Greenery Committee.

Mosquito Control - The City contracts mosquito control which includes biological monitoring of pest and disease vector mosquito species, hydrological parameters of wetland mosquito breeding habitats, and monitoring the effectiveness of larviciding applications.

- Larviciding program
- Adulticiding program
- Catch Basin program

Parks and Cemeteries- Provide maintenance for twenty-three (23) playgrounds, parks/ball fields and six (6) historic cemeteries.

- Grass Cutting
- Leaf and Debris Removal
- Ball Park Turf Spraying
- Turf Growth Retardant
- Field Setups for Seasonal Sporting Events
- Cemeteries Restoration
- Playground Equipment Repair and Maintenance



Stormwater- Labor, equipment, and materials to maintain the City's stormwater infrastructure.

- Storm Drain Maintenance (pipelines, catch basins & manholes)
- Oversight of Annual Catch Basin Cleaning Program
- Inspect Stormwater Outfalls in accordance with the Stormwater Permit
- Annual Street Sweeping for all City Owned Streets
- Daily Sweeping of Streets in the Central Business District
- Litter Control and Disposal in the Central Business District

Goals and Objectives

<p>Goal #1: To maintain and improve the City's infrastructure, and meet Local, State, and Federal regulations.</p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ Incorporate the City Council adopted Complete Streets policy into future roadway and sidewalk upgrades. ✓ Continue to incorporate pavement management, storm drainage, and sidewalk data into a Geographic Information System. ✓ Continue to implement the recommendations of the pavement management system for streets and sidewalks in conjunction with the Water and Sewer master plans. ✓ Enhance the general appearance and conditions of the central business district through the installation of trees, lights, benches, trash receptacles, and pedestrian ways. ✓ Create Master Plans for stormwater management and municipal facilities for compliance with Federal rules and regulations. <p><i>Citywide Goals Addressed: Regulation Adherence and Legislative Development and Bikeable and Walkable City</i></p>
<p>Goal #2: To provide a high level of service in a cost effective and efficient manner for municipal operations.</p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ Improve efficiency of facility maintenance services to extend the useful life of facilities and improve building esthetics. ✓ Provide training and instruction for the most efficient use of equipment and tools to improve overall departmental efficiency and optimize operational costs. ✓ Continue to refine the operations of the solid waste program to minimize collection and disposal costs. ✓ Continue to implement additional energy saving methods and equipment. ✓ Continue to provide funding and enhance the recycling program. ✓ Continue to replace traffic signalization equipment each year to improve intersection traffic flow and safety for both vehicles and pedestrians. <p><i>Citywide Goals Addressed: A Welcoming, Safe and Diverse Community, Financial Stability, and a Bikeable and Walkable City</i></p>

Performance Measures

Solid Waste Disposal			
	2014	2015	2016 (Estimate)
<u>Solid Waste Disposal</u>			
Total tonnage collected	11,126 tons	11,030 tons	11,200 tons
Percentage diverted from landfill	55.9%	55.2%	55%
<u>Curbside Collection of MSW</u>			
Total tonnage collected	4,903 tons	4,940 tons	5,000 tons

	2014	2015	2016 (Estimate)
<u>Recycling</u>			
Total tonnage collected	3,833 tons	3,987 tons	3,800 tons
CO2 emissions prevented through recycling	12,076 metric tons	12,562 metric tons	11,970 metric tons
<u>Yard Waste/Composting</u>			
Total tonnage collected	2,389 tons	2,103 tons	2,400 tons

2017-2018 BUDGETED POSITION AND SALARY DETAIL

		<u>POSITION</u>	<u>SALARY</u>
PUBLIC WORKS			
<u>ADMINISTRATION</u>			
NON GRADE 26	F	DIRECTOR OF PUBLIC WORKS AND FACILITIES	126,954
PMA GRADE 18	F	④ ASSISTANT CITY MANAGER	17,223
NON GRADE 16	E	① OPERATIONS MANAGER	19,017
SMA GRADE 15	11.5E/.5F	GENERAL FOREMAN	72,922
PMA GRADE 13	D	② PUBLIC INFORMATION OFFICER	12,539
PMA GRADE 9	B	① ADMIN ASSIST I	11,734
1386B GRADE 7	9E/3F	① ADMIN CLERK	11,231
1386 GRADE 7	E	① DISPATCHER	11,208
PMA GRADE 7	B	① SPECIAL PROJECT COORDINATOR	10,694
		EDUCATION STIPENDS	1,848
		ON CALL	2,700
		TOTAL ADMINISTRATION	298,070
<u>ENGINEERING</u>			
SMA GRADE 15	F	CONSTRUCTION TECHNICIAN SUPERVISOR	74,842
SMA GRADE 13	10.5C/1.5D	CONSTRUCTION PROJECT COORDINATOR	60,377
		TOTAL ENGINEERING	135,219
<u>PW BUILDINGS</u>			
PMA GRADE 21	6A/6B	FACILITY PROJECT ENGINEER	81,880
SMA GRADE 14	G	FACILITY FOREMAN	73,264
1386 GRADE 7	E	UTILITY MECHANIC-POOL TECH	44,833
1386 GRADE 9	7E/5F	ELECTRICIAN	49,934
1386 GRADE 7	E	UTILITY MECHANIC	44,833
1386 GRADE 4	G	CUSTODIAN 1	40,964
1386 GRADE 4	E	CUSTODIAN 1	38,801
1386 GRADE 8	E	CUSTODIAN LEADMAN	47,052
1386 GRADE 4	F	CUSTODIAN 1	39,867
		ON CALL	2,550
		TOTAL PW BUILDINGS	463,978
<u>CITY HALL</u>			
1386 GRADE 8	7F/5G	CUSTODIAN LEADMAN	48,900
1386 GRADE 4	8F/4G	CUSTODIAN 1	40,233
1386 GRADE 4	E	CUSTODIAN 1	38,801
1386 GRADE 4	E	CUSTODIAN 1	38,801
		TOTAL CITY HALL	166,735
<u>PW RUBBISH</u>			
PMA GRADE 13	11C/1D	SOLID WASTE SUSTAINABILITY COORDINATOR	59,986
1386 GRADE 7	G	TRUCK DRIVER 2	47,333
1386 GRADE 7	E	TRUCK DRIVER 2	44,833
1386 GRADE 7	G	RECYCLING TRUCK DRIVER	47,333
1386 GRADE 6	5D/7E	SANITATION LABORER	41,894
1386 GRADE 6	6D/6E	SANITATION LABORER	41,727
1386 GRADE 6	E	TRUCK DRIVER 1	42,732
1386 GRADE 6	F	TRUCK DRIVER 1	43,907
1386 GRADE 6	F	SANITATION LABORER	43,907
1386 GRADE 6	E	SANITATION LABORER	42,732
1386 GRADE 6	5D/7E	SANITATION LABORER	41,894
1386 GRADE 5	F	LABORER	41,841
		TOTAL PW	540,119
<u>STREET MAINTENANCE</u>			
SMA GRADE 13	4E/8F	HIGHWAY FOREMAN	67,314
SMA GRADE 12	11B/1C	ARBORIST	54,699
1386 GRADE 7	4D/8E	UTILITY MECHANIC	44,133
1386 GRADE 7	F	UTILITY MECHANIC	46,067
1386 GRADE 7	11E/1F	UTILITY MECHANIC	44,936
1386 GRADE 6	F	TRUCK DRIVER 1	43,907
1386 GRADE 6	F	TRUCK DRIVER 1	43,907
1386 GRADE 6	F	TRUCK DRIVER 1	43,907
1386 GRADE 6	E	TRUCK DRIVER 1	42,732
1386 GRADE 5	E	LABORER	40,721
1386 GRADE 5	E	LABORER	40,721
1386 GRADE 5	G	LABORER	42,991
1386 GRADE 5	G	LABORER	42,991
1386 GRADE 5	G	LABORER	42,991

2017-2018 BUDGETED POSITION AND SALARY DETAIL

		<u>POSITION</u>	<u>SALARY</u>
PUBLIC WORKS			
1386 GRADE 5	E	LABORER	40,721
1386 GRADE 5	F	LABORER	41,841
1386 GRADE 5	F	LABORER	41,841
1386 GRADE 5	1.5E/10.5F	LABORER	41,701
1386 GRADE 5	E	LABORER	40,721
1386 GRADE 5	E	LABORER	40,721
		ON CALL	2,550
TOTAL PW			892,113
EQUIPMENT MAINTENANCE			
SMA GRADE 14	3.5B/8.5C	③ EQUIPMENT MAINTENANCE FOREMAN	18,634
1386 GRADE 9	E	③ EQUIPMENT MECHANIC	14,811
1386 GRADE 9	E	③ EQUIPMENT MECHANIC	14,811
1386 GRADE 9	G	③ EQUIPMENT MECHANIC	15,636
1386 GRADE 9	E	③ EQUIPMENT MECHANIC	14,811
1386 GRADE 6	G	③ TRUCK DRIVER 1	13,534
1386 GRADE 7	E	③ INVENTORY TECHNICIAN	13,450
		ON CALL	7,800
TOTAL PW			113,487
STREET CLEANING			
1386 GRADE 8	G	EQUIPMENT OPERATOR 1	49,682
1386 GRADE 6	F	TRUCK DRIVER 1	43,907
1386 GRADE 5	F	LABORER	41,841
TOTAL PW			135,430
TOTAL FULL TIME			2,745,151
NON GRADE 4	A	① SECRETARY	5,863
		WATER SEWER LABORERS	10,000
		SEASONAL PART TIME	25,000
		PART TIME NOTE TAKER	1,300
TOTAL PART TIME			42,163
TOTAL DEPARTMENT			2,787,314

FOR TOTAL SALARY, PLEASE SEE PERSONNEL

SUMMARY

25% PUBLIC WORKS, 25% WATER, 25% SEWER, 25%

- ① PARKING
30% WATER, 30% SEWER, 20% PUBLIC WORKS, 20%
- ② PARKING
30% PUBLIC WORKS, 30% WATER, 30% SEWER, 10%
- ③ PARKING
7.5% PLANNING, 5% CDBG, 20% PW, 20% PARKING,
20% WATER, 20% SEWER, 7.5% TRUSTEES OF TRUST
- ④ FUNDS

		FY16 BUDGET	FY16 ACTUAL	FY17 BUDGET	FY18 CITY MANAGER RECOMMENDED
PUBLIC WORKS DEPARTMENT					
ADMINISTRATION					
01-751-610-51-111-419					
011001	REGULAR SALARIES	244,524	277,174	276,403	298,070
012001	PART TIME SALARIES	-	-	5,308	5,863
014041	OVERTIME	25,000	9,231	25,008	25,000
015001	LONGEVITY	17,812	16,598	18,205	19,269
022001	SOCIAL SECURITY	17,816	17,846	20,115	21,589
022501	MEDICARE	4,167	4,174	4,700	5,049
023001	RETIREMENT	32,096	34,252	35,624	38,958
034103	TELEPHONE	14,500	15,957	16,500	16,500
034104	CELLULAR PHONES	8,000	9,239	10,000	10,000
034206	SOFTWARE-ANNUAL MAINT	-	8,875	9,100	10,723
035004	OCCUPATIONAL HEALTH	2,500	2,438	2,500	2,500
043027	REPAIRS-OFFICE EQUIPMENT	1,000	191	1,000	1,000
053001	ADVERTISING	3,000	5,028	3,000	3,000
054050	TRAINING	5,000	2,712	5,000	6,000
055050	PRINTING	2,000	325	2,000	2,000
056001	DUES PROFESSIONAL ORGANIZ	3,000	2,524	4,000	4,000
057101	TRAVEL AND CONFERENCE	4,000	1,249	4,000	4,000
057102	TRAVEL REIMBURSEMENT	1,000	825	1,000	1,000
061001	FIRST AID	1,500	10	1,500	1,500
061003	MEETING SUPPLIES	500	2,058	500	500
062001	OFFICE SUPPLIES	6,000	19,704	6,000	6,000
062004	PHOTO SUPPLIES	-	-	-	-
062005	PRINTING SUPPLIES	300	885	300	300
062501	POSTAGE	2,000	600	2,000	2,000
067001	BOOKS & PERIODICALS	800	55	800	800
068003	PROTECTIVE CLOTHING	3,000	3,274	3,156	3,300
068022	MATERIALS-SAFETY	1,000	120	1,000	1,000
074003	SOFTWARE	-	99	-	-
081031	FEMA REIMBURSEMENT	-	-	-	-
099006	COPIER LEASE	-	-	2,850	2,850
		400,515	435,442	461,569	492,771
ENGINEERING					
01-751-620-51-111-419					
011001	REGULAR SALARIES	120,354	119,822	127,806	135,219
014041	OVERTIME	35,000	22,624	35,000	35,000
022001	SOCIAL SECURITY	9,632	8,559	10,103	10,554
022501	MEDICARE	2,253	2,002	2,362	2,468
023001	RETIREMENT	17,353	16,729	18,199	19,371
031002	PROF SERVICES-ENGINEERING	50,000	62,182	50,000	50,000
043027	REPAIRS-OFFICE EQUIPMENT	-	-	-	-
054050	TRAINING	1,500	239	1,500	1,500
055050	PRINTING	-	-	-	-
056003	DUES SAFETY COUNCIL	-	-	-	-
057101	TRAVEL AND CONFERENCE	500	-	500	500
062001	OFFICE SUPPLIES	-	340	-	-
062002	ENGINEERING SUPPLIES	1,000	376	1,000	1,000
062003	MAPPING SUPPLIES	6,000	5,099	6,000	6,000
068003	PROTECTIVE CLOTHING	-	-	250	250
067001	BOOKS & PERIODICALS	300	-	300	300
		243,892	237,972	253,020	262,162
FACILITIES ADMINISTRATION					
01-751-630-51-100-407					
011001	REGULAR SALARIES	458,860	365,648	431,097	463,978
014041	OVERTIME	40,000	25,024	40,087	40,000
022001	SOCIAL SECURITY	30,929	23,226	29,228	31,247
022501	MEDICARE	7,233	5,432	6,830	7,308
023001	RETIREMENT	55,723	43,513	52,651	57,352
031001	PROF SERVICES-ENERGY CONT	160,000	149,900	168,000	168,000
039001	PROFESSIONAL SERVICES	10,000	10,888	10,000	5,000
043001	REPAIRS-STRUCTURAL	500	798	500	500

		FY16 BUDGET	FY16 ACTUAL	FY17 BUDGET	FY18 CITY MANAGER RECOMMENDED
043002	REPAIRS-ELECTRICAL	3,600	2	3,600	3,600
043004	REPAIRS-PLUMBING	500	-	500	500
043005	REPAIRS-HEATING SYSTEM	1,000	-	1,000	1,000
043012	REPAIRS-COMMUNICATION	1,000	-	1,000	1,000
043016	REPAIRS-CLOCK MAINTENANCE	900	-	900	900
061001	FIRST AID	2,500	548	2,500	2,500
068003	PROTECTIVE CLOTHING	3,500	3,437	4,625	4,500
068004	MATERIALS-MAINTENANCE	500	-	500	500
		776,745	628,416	753,018	787,885

**FACILITIES CITY HALL
01-751-630-51-110-407**

011001	REGULAR SALARIES	156,419	167,862	159,191	166,735
014041	OVERTIME	10,000	15,632	20,000	20,000
022001	SOCIAL SECURITY	10,318	10,572	11,110	11,578
022501	MEDICARE	2,413	2,473	2,599	2,708
023001	RETIREMENT	18,589	20,584	20,016	21,250
041002	ELECTRICITY	165,000	148,517	165,000	165,000
041101	NATURAL GAS	100,000	48,927	80,000	80,000
041205	WATER /SEWER FEES	35,000	23,386	35,000	35,000
043001	REPAIRS-STRUCTURAL	15,000	55,461	15,000	15,000
043002	REPAIRS-ELECTRICAL	10,000	11,749	10,000	10,000
043004	REPAIRS-PLUMBING	10,000	15,170	10,000	10,000
043005	REPAIRS-HEATING SYSTEM	4,000	1,804	4,000	4,000
043006	REPAIRS-BOILER	3,000	15,100	6,000	6,000
043007	REPAIRS-ELEVATOR	10,000	11,359	10,000	10,000
043008	REPAIRS-AIR CONDITION SYS	3,000	5,531	3,000	3,000
043032	GENERATOR MAINTENANCE	1,000	752	1,000	1,000
061001	FIRST AID	-	732	-	-
064001	JANITORIAL SUPPLIES	20,000	17,897	20,000	20,000
068003	PROTECTIVE CLOTHING	-	204	625	-
		573,739	573,711	572,541	581,271

**FACILITIES PUBLIC WORKS
01-751-630-51-111-407**

041002	ELECTRICITY	40,000	26,988	40,000	40,000
041101	NATURAL GAS	30,000	18,813	30,000	25,000
041205	WATER /SEWER FEES	15,000	10,307	15,000	15,000
043001	REPAIRS-STRUCTURAL	10,000	19,540	10,000	10,000
043002	REPAIRS-ELECTRICAL	3,500	4,686	3,500	3,500
043004	REPAIRS-PLUMBING	1,000	4,520	1,000	1,000
043007	REPAIRS-ELEVATOR	2,000	1,816	2,000	2,000
043032	GENERATOR MAINTENANCE	500	-	500	500
064001	JANITORIAL SUPPLIES	7,500	5,927	7,500	7,500
068016	MATERIALS	10,000	4,522	10,000	10,000
074001	EQUIPMENT	-	1,692	-	-
		119,500	98,812	119,500	114,500

**FACILITIES LIBRARY
01-751-630-51-112-407**

043001	REPAIRS-STRUCTURAL	10,000	1,965	10,000	10,000
043002	REPAIRS-ELECTRICAL	5,000	4,714	5,000	5,000
043004	REPAIRS-PLUMBING	3,000	5,593	3,000	3,000
043006	REPAIRS-BOILER	-	-	6,000	6,000
043007	REPAIRS-ELEVATOR	2,500	1,650	2,500	2,500
043028	MAINTENANCE	20,000	20,796	20,000	10,000
064001	JANITORIAL SUPPLIES	7,000	6,507	7,000	7,000
065001	TREE MAINTENANCE	-	-	-	-
		47,500	41,225	53,500	43,500

		FY16 BUDGET	FY16 ACTUAL	FY17 BUDGET	FY18 CITY MANAGER RECOMMENDED
FACILITIES SPINNAKER POINT					
01-751-630-51-123-407					
039001	PROFESSIONAL SERVICES	60,000	19,962	60,000	60,000
043001	REPAIRS-STRUCTURAL	17,000	14,683	17,000	17,000
043002	REPAIRS-ELECTRICAL	4,000	952	4,000	4,000
043004	REPAIRS-PLUMBING	5,000	2,375	5,000	5,000
043007	REPAIRS-ELEVATOR	4,000	1,506	4,000	4,000
064001	JANITORIAL SUPPLIES	12,500	10,515	12,500	10,000
074001	EQUIPMENT	10,000	-	10,000	-
		112,500	49,991	112,500	100,000
FACILITIES OUTDOOR POOL					
01-751-630-51-992-407					
043001	REPAIRS-STRUCTURAL	4,000	552	4,000	4,000
043002	REPAIRS-ELECTRICAL	2,000	667	2,000	2,000
043004	REPAIRS-PLUMBING	1,000	3,442	1,000	1,000
043014	REPAIRS-OTHER	1,000	154	1,000	1,000
064001	JANITORIAL SUPPLIES	1,500	2,538	1,500	1,500
068016	MATERIALS	12,500	1,401	12,500	2,500
		22,000	8,753	22,000	12,000
SOLID WASTE					
01-751-640-32-100-426					
011001	REGULAR SALARIES	501,004	484,273	521,548	540,119
014041	OVERTIME	60,000	63,831	70,000	70,000
022001	SOCIAL SECURITY	34,782	31,410	36,677	37,827
022501	MEDICARE	8,135	7,346	8,577	8,847
023001	RETIREMENT	62,664	61,054	66,076	69,432
039400	RECYCLING BY CONTRACT	50,000	116,739	148,500	148,500
041302	MSW DISPOSAL	335,000	335,260	317,000	317,000
041303	YARD WASTE	60,000	16,498	30,000	30,000
041304	BULKY WASTE	30,000	11,196	-	-
041306	VEHICLE TIRE DISPOSAL	750	1,435	2,400	2,400
041307	UNIVERSAL WASTE	10,000	14,811	10,000	10,000
043018	REPAIRS-EQUIPMENT	101,000	81,728	101,000	101,000
068003	PROTECTIVE CLOTHING	2,000	1,472	3,625	2,000
068024	RECYCLING SUPPLIES/MATERL	20,000	16,504	35,000	35,000
068036	SOLID WASTE MATERIALS	-	-	20,000	20,000
		1,275,335	1,243,557	1,370,403	1,392,125
HIGHWAY STREET MAINTENANCE					
01-751-640-41-100-420					
011001	REGULAR SALARIES	574,706	671,739	584,077	512,846
012001	PART TIME SALARIES	10,000	-	10,000	10,000
014041	OVERTIME	35,000	16,162	35,087	35,000
018051	STORM DRAIN MTCE-LABOR	15,000	-	15,000	-
022001	SOCIAL SECURITY	39,352	39,714	39,949	34,586
022501	MEDICARE	9,203	9,288	9,338	8,089
023001	RETIREMENT	69,780	77,025	70,834	62,345
031002	PROF SERVICES-ENGINEERING	10,000	35,390	25,000	25,000
039075	TRAFFIC LINE MARKING	80,000	36,498	80,000	80,000
039081	ROAD MAINTENANCE	100,000	281,725	100,000	100,000
043003	REPAIRS-TRAFFIC SIGNS	15,000	(3,667)	15,000	15,000
043033	REPAIRS-BRIDGE	500	-	500	10,000
043051	MAINTENANCE-STORM DRAINS	20,000	43,182	20,000	-
044002	RENTAL OTHER EQUIPMENT	1,000	-	1,000	1,000
055050	PRINTING	500	-	500	500
061001	FIRST AID	-	171	-	-
065002	WEED CONTROL	45,000	45,011	45,000	45,000
068003	PROTECTIVE CLOTHING	20,000	12,921	22,125	18,000
068018	MATERIALS-MARKET SQUARE	20,000	18,288	20,000	20,000

		FY16 BUDGET	FY16 ACTUAL	FY17 BUDGET	FY18 CITY MANAGER RECOMMENDED
068020	MATERIALS-ROAD	40,000	34,010	40,000	40,000
068021	MATERIALS-TRAFFIC SIGNS	20,000	13,183	20,000	25,000
068026	MATERIALS-SIDEWALK	25,000	3,389	25,000	25,000
068027	MATERIALS-BRIDGE	1,000	-	1,000	1,000
074067	LED STREET LIGHTS	-	240,806	-	10,000
		1,151,041	1,574,836	1,179,410	1,078,366

SNOW REMOVAL
01-751-640-42-100-420

011001	REGULAR SALARIES	65,000	33,808	65,000	65,000
014041	OVERTIME	75,000	74,373	75,000	75,000
018052	WATER/SEWER LABOR	10,000	3,947	10,000	10,000
022001	SOCIAL SECURITY	9,300	6,559	9,300	9,300
022501	MEDICARE	2,175	1,534	2,175	2,175
023001	RETIREMENT	16,755	12,525	16,755	17,070
039200	SNOW REMOVAL	36,376	89,998	36,376	36,376
043017	REPAIRS-PLOW DAMAGE	1,455	9,956	1,455	1,455
043024	REPAIRS-VEHICLE	21,826	91,992	21,826	21,826
068005	MATERIALS-SAND AND SALT	86,949	186,263	86,949	86,949
072088	EQUIPMENT	-	1,950	-	-
091002	TRANSFER-PARKING	-	(250,000)	-	-
		324,836	262,905	324,836	325,151

EQUIPMENT MAINTENANCE
01-751-640-45-100-420

011001	REGULAR SALARIES	105,606	98,647	116,055	113,487
011050	ANNUAL TOOL ALLOWANCE	1,400	1,050	1,400	1,400
014041	OVERTIME	10,000	5,572	10,085	10,000
022001	SOCIAL SECURITY	7,254	6,213	7,910	7,656
022501	MEDICARE	1,697	1,453	1,849	1,791
023001	RETIREMENT	13,070	11,580	14,243	14,053
043010	REPAIRS-VEHICLE BY OUTSID	25,000	19,010	25,000	25,000
043018	REPAIRS-EQUIPMENT	10,000	28,846	10,000	10,000
043024	REPAIRS-VEHICLE	120,000	90,055	120,000	120,000
054050	TRAINING	3,000	3,623	3,000	6,000
061001	FIRST AID	-	143	-	-
063001	TIRES AND BATTERIES	15,000	5,902	15,000	20,000
063501	GASOLINE	225,000	106,949	200,000	180,000
063701	LUBRICANTS	12,000	19,391	12,000	12,000
067001	BOOKS & PERIODICALS	500	-	500	500
068003	PROTECTIVE CLOTHING	3,000	4,020	4,719	5,000
068004	MATERIALS-MAINTENANCE	-	6,204	-	-
074002	IT-CITY	1,000	1,000	2,000	2,000
075001	FURNITURE AND FIXTURES	-	119	-	-
		553,527	409,776	543,761	528,887

TREE PROGRAM
01-751-640-46-100-420

011001	REGULAR SALARIES	79,963	66,880	96,105	141,534
014041	OVERTIME	1,000	886	1,000	1,000
022001	SOCIAL SECURITY	5,020	3,898	6,020	8,837
022501	MEDICARE	1,174	912	1,408	2,067
023001	RETIREMENT	9,044	7,546	10,847	16,220
065001	TREE MAINTENANCE	7,000	13,321	7,000	5,000
068006	MATERIALS-TREE MAINTENANC	7,000	9,421	7,000	14,000
074001	EQUIPMENT	-	60,000	-	-
		110,201	162,865	129,380	188,658

MOSQUITO CONTROL
01-751-640-47-100-420

065003	LARVICIDING CONTRACT	57,547	57,547	57,547	57,547
065004	ADULTICIDING	28,578	28,578	28,578	28,578
		86,125	86,125	86,125	86,125

		FY16 BUDGET	FY16 ACTUAL	FY17 BUDGET	FY18 CITY MANAGER RECOMMENDED
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PARKS AND CEMETERIES
01-751-640-48-132-420

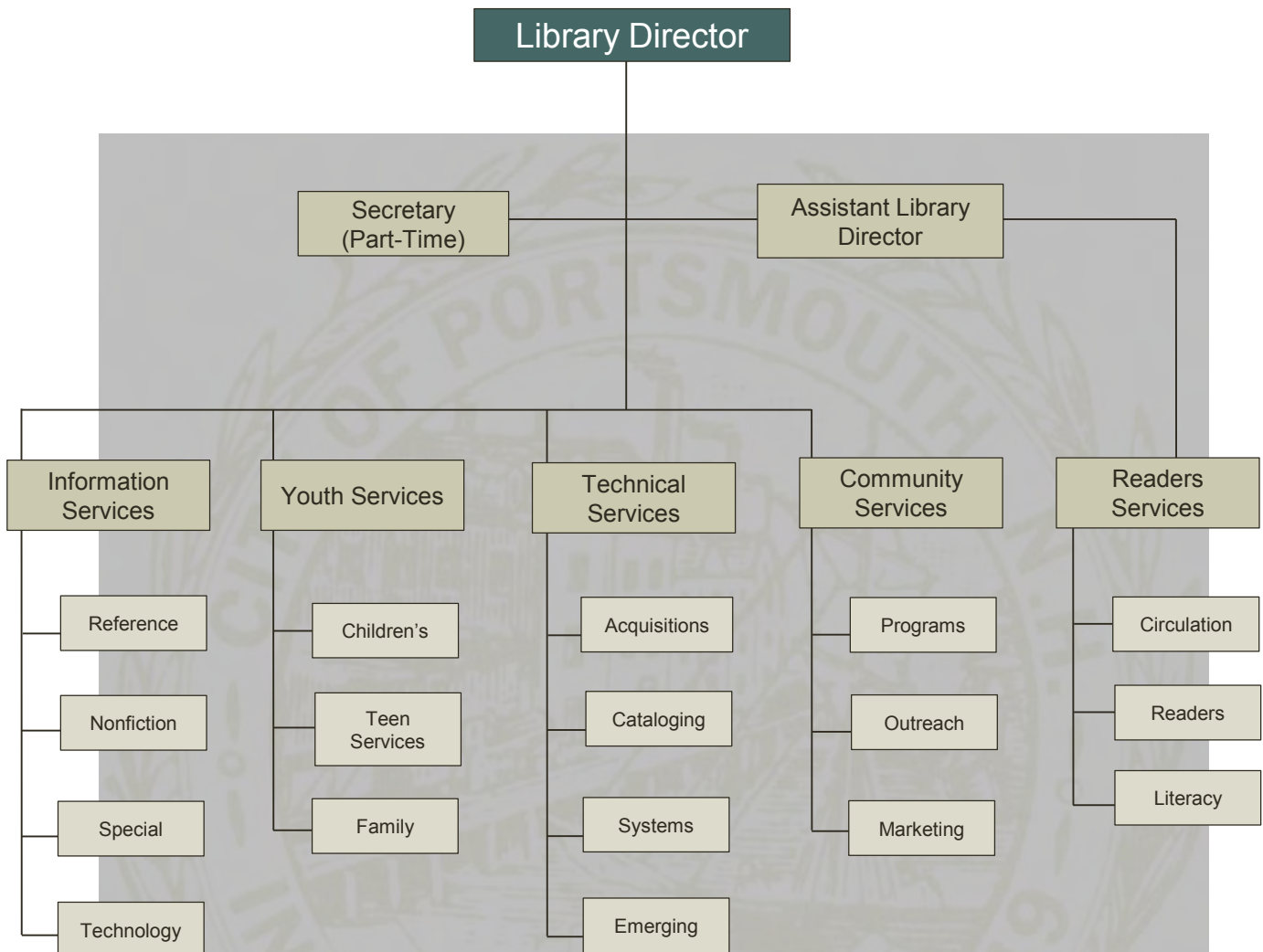
011001	REGULAR SALARIES	79,963	90,796	80,643	172,733
012001	PART TIME SALARIES	25,000	4,135	16,300	16,300
014041	OVERTIME	2,000	197	2,000	2,000
022001	SOCIAL SECURITY	6,632	5,356	6,134	11,844
022501	MEDICARE	1,551	1,253	1,434	2,770
023001	RETIREMENT	9,155	9,938	9,231	19,885
039021	CEMETERY PROGRAMS	50,000	25,108	50,000	50,000
041205	WATER /SEWER FEES	20,000	22,438	30,000	30,000
043001	REPAIRS-STRUCTURAL	1,500	6	1,500	1,500
043002	REPAIRS-ELECTRICAL	500	1,131	500	500
043004	REPAIRS-PLUMBING	500	752	500	500
043018	REPAIRS-EQUIPMENT	5,000	-	5,000	5,000
043024	REPAIRS-VEHICLE	-	-	-	-
043025	REPAIRS-BLDINGS & GROUNDS	4,000	17,214	4,000	4,000
055050	PRINTING	250	-	250	250
065005	BALLPARK TURF SPRAYING	23,700	23,700	23,700	23,700
065010	TURF GROWTH RETARDANT	5,500	5,500	5,500	5,500
068004	MATERIALS-MAINTENANCE	30,000	33,894	30,000	30,000
068017	MATERIALS-BASEBALL FIELDS	4,000	13,808	6,000	6,000
074001	EQUIPMENT	-	-	-	-
		269,251	255,224	272,692	382,482

STORMWATER
01-751-640-49-100-420

011001	REGULAR SALARIES	128,412	52,476	129,867	135,430
012001	PART TIME SALARIES	-	2,268	-	-
014041	OVERTIME	15,000	1,868	15,000	15,000
018051	STORM DRAIN MTCE-LABOR	-	-	-	-
022001	SOCIAL SECURITY	8,892	3,061	8,982	9,327
022501	MEDICARE	2,079	716	2,100	2,181
023001	RETIREMENT	16,019	5,983	16,182	17,119
031002	PROF SERVICES-ENGINEERING	-	-	-	40,000
039001	PROFESSIONAL SERVICES	-	-	-	-
041308	SLUDGE DISPOSAL	-	-	-	35,000
043018	REPAIRS-EQUIPMENT	-	-	-	1,000
043024	REPAIRS-VEHICLE	-	-	-	1,000
043051	MAINTENANCE-STORM DRAINS	-	-	-	2,500
068003	PROTECTIVE CLOTHING	500	281	875	500
074000	MACHINERY AND EQUIPMENT	-	-	-	-
		170,902	66,653	173,006	259,057
PW	TOTAL	6,237,609	6,136,264	6,427,261	6,634,940

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Public Library



Mission

The Portsmouth Public Library was established by City ordinance in 1881 as a free public library “for the use of all our citizens.” For over 130 years the Library has served the City as a gateway to reading, information, culture, community activities and self-directed learning. It serves those who want to read, to learn, or to connect with our community and our cultural heritage. The Library now provides the citizens with traditional services such as books, magazines, newspapers and audio and video recordings. Computers, wireless access points, electronic databases and electronic books offer up-to-date resources, and digital images of historic neighborhoods help to preserve local history and engage the community in conversation. Of growing importance is work done on literacy – traditional literacy and digital literacy, as staff members provide assistance to groups and individuals in navigating the changing electronic world. The Library is a true shared community resource, a place to learn together, to relax together, to enjoy the company of others, to discuss topics important locally and globally, a place to be *in community* and a place to *build community*. In current times of significant change in consumer technology, citizens turn to the Library to fill the gap in both research and recreational endeavors.



Public Library

Services Overview

- ✓ Administration
- ✓ Acquisitions
- ✓ Materials Control and Access
- ✓ Circulation
- ✓ Public Programs and Community Building
- ✓ References Service
- ✓ Local History and Preservation Activities
- ✓ Computer Services and Training
- ✓ Services to Schools

Position Summary Schedule

Positions Full time	FY16	FY17	FY18
Library Director	1	1	1
Assistant Library Director	1	1	1
Librarian 2	4	4	4
Librarian 1	3	3	4
Library Assistant 3	1	2	2
Library Assistant 2	4	3	3
Library Assistant 1	1	1	1
Total Full Time	15	15	16
Positions Part time	FY16	FY17	FY18
Librarian 1	1	1	0
Library Assistants	10	10	11
Secretary	1	1	1
Total Part Time	12	12	12

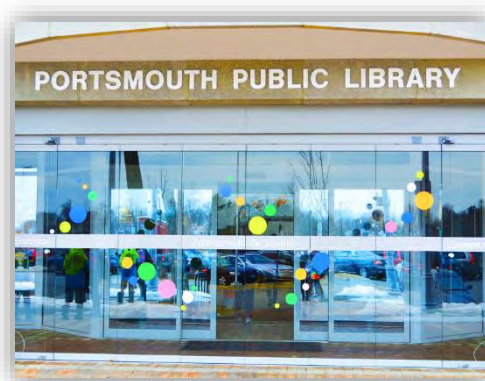
Department Budget Comments

The Library Department's proposed budget for FY18 is \$1,847,130. This represents a net increase of \$71,016 or 4.00% from FY17.

Budget Summary of Expenditures

	FY16 BUDGET	FY16 ACTUAL	FY17 BUDGET	FY18 CITY MANAGER RECOMMENDED
LIBRARY				
SALARIES	759,666	737,494	809,109	861,721
PART-TIME SALARIES	314,682	343,003	335,293	327,691
OVERTIME	1,500	-	1,500	1,500
LONGEVITY	7,022	7,022	7,057	5,709
RETIREMENT	85,992	86,805	91,624	98,885
OTHER BENEFITS	82,969	80,665	88,206	91,542
<i>Contractual Obligations</i>	<i>1,251,831</i>	<i>1,254,989</i>	<i>1,332,789</i>	<i>1,387,048</i>
TRAINING/EDUCATION/CONFERENCES	7,800	7,700	7,800	5,400
ELECTRICITY	77,000	75,446	78,000	78,000
NATURAL GAS	13,000	6,095	10,000	10,000
CONTRACTED SERVICES	200	-	200	200
ADVERTISING	1,500	1,110	1,200	1,200
PRINTING	3,000	54	2,500	2,500
PROFESSIONAL ORGANIZATION DUES	3,100	2,589	3,100	3,100
OTHER OPERATING	363,405	350,997	340,525	359,682
<i>Other Operating</i>	<i>469,005</i>	<i>443,990</i>	<i>443,325</i>	<i>460,082</i>
TOTAL	1,720,836	1,698,979	1,776,114	1,847,130

- Materials cost—The budget for library materials remains \$210,250. This will continue to enable the library to provide cardholders with an outstanding collection, while allowing library selectors to tailor the format of materials to match evolving patron preferences.
- Borrowing Trends— Circulation of print and other traditional materials from the library remain high while usage of downloadable materials including ebooks, audiobooks, magazines, newspapers and online courses continues to grow. The Portsmouth Public Library continues to work with the NH Downloadables Consortium as well as make individual purchases in order to provide popular content for library patrons. We have also added new services including Hoopla, a downloadable music, movie, television, graphic novels, e-books and audiobooks service.
- Digital Literacy and education—Continuing advances in technology in many areas, including the proliferation of mobile devices, bring ongoing challenges to our citizens. The Library has always been a trusted place for people to stay current, and in present times that often means staying on top of the technology used in everyday life. Library staff work daily with individuals and small groups on using technology for reading, listening, information gathering and daily activities.
- Energy—The highly efficient heating, cooling and lighting systems installed in the new Library make it possible to keep energy expenditures low. The budget for these systems has been kept level with last year's budget.
- Programs—A central element in the place that the Library plays in the community is the presentation of informational and recreational programs for people of all ages. Increasingly, the library also hosts programs that provide the community with opportunities to discuss meaningful issues in a neutral, respectful environment. In addition to programs developed and presented directly by Library staff members, we partner with community groups to bring even broader and richer exhibits and programs to the public. During FY18, the library plans to build on the momentum of programming featured during the building's 10th anniversary celebration, and as a result, the budget for programming will remain the same as FY17.
- Outreach—Also emphasized in the FY18 goals is reaching out into the community—to seniors, to children, to the schools, and to both groups and individuals.
- State-of-the-Art Catalog Interface - The automated library system runs the database and circulation systems and provides the state-of-the-art catalog interface for the public library and all of the Portsmouth public school libraries.



Efficiencies in operations instituted over the past several years make it possible to maintain seven (7) days of service in house and 24/7 delivery of many services online. Further efficiency is accomplished with

1. Advances in the technology of the automation systems which provide better interfaces and allow for more self-service in circulation, account maintenance and in-house computer use, and
2. Cross training of staff members to respond to service needs efficiently without having to call in extra personnel.

The Library will continue to meet the challenges of the changing face of publishing with efficiency by 1) shifting purchasing among media types, 2) retrieving selected information on demand from online sources, and 3) entering into purchasing and licensing agreements with other libraries in New Hampshire and New England for expansion into new formats of high customer demand at reduced costs.

Programs and Services

Administration-

- Building administration
- Budget preparation and analysis
- Program design and evaluation
- Staff training in changing customer needs
- Staff assignment and evaluation

Acquisitions-

- Book selection and purchasing
- Media selection and purchasing
- Downloadable content selection and purchasing
- Weeding of worn or outdated materials
- Periodical subscriptions
- Electronic database subscriptions



Materials Control and Access-

- OCLC cataloging
- Materials processing
- Preparation and ongoing maintenance of bibliographic database
- Online catalog (in house and remote access) design and operation
- Library web page
- Records management

Circulation-

- Readers advisory to include communication with patrons in person, online, published reading recommendations
- Operation of Millennium Library System
- Processing of holds, reserves, patron notices
- Activity reports (prepare and analyze)
- Shelving and shelf maintenance
- Displays, bookmarks, and other patron notification

Public Programs and Community Building-

- Children's story times—infants through preschool
- Children's craft and music programs / holiday programs
- New baby book initiative
- Teen programs
- School visits—all grades both in library and in classroom
- Summer reading program
- Adult informative programs (history, literature, poetry, humor, music, sports)
- Self-development programs (retirement, personal finance, safety, fitness, health)
- Community forums and panel discussions
- Foreign affairs discussion group and speaker series
- New literacy programs / Digital literacy initiatives
- Library and computer instruction
- Book discussions
- Writers' group
- Language discussion groups
- Art exhibits / lectures
- Work in community groups
- Meeting rooms / study rooms / collaborative work space
- Genealogy workshops



Reference Service-

- Direct patron assistance—in person, by phone, electronic (email or web-assisted)

- Published assistance—on paper and electronic
- Interlibrary loan
- Document delivery
- Purchase on request

Preservation Activities-

- Art objects—documentation, restoration, cleaning, display
- Paper collection—books and loose papers—preservation and patron assistance
- Local history clipping and indexing
- Microform
- Genealogy databases
- Digital collections (www.portsmouthexhibits.org) and publications
- Collecting of personal histories
- Archival collections

Computer Services and Training-

- Library supplied public computers
- Research
- Internet access, word processing, spreadsheet programs, office applications
- Instruction in general computer use and in use of electronic library services; one-on-one and group instruction
- Informative and entertaining in-house computer programs for children and adults
- Wireless network
- Production station—scanner, laser printer, CD RW station
- Library web page, enhanced catalog
- Interactive web; communication; social media
- Mobile services



Services to schools-

- Operation and continued enhancement of Millennium library system and Encore interface
- Intra-system loans
- Book talks, children’s programs
- Cooperative planning and training
- Teacher lending program

<u>Goals and Objectives</u>	
<i>The Library is a Community Space</i>	
<p>Goal #1:</p> <p>To ensure that the Library provides a place for the community to gather for a broad range of activities</p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ Create a welcoming, warm, enticing atmosphere ✓ Develop and maintain physical spaces with access, and ease of use ✓ Provide a Staff trained in customer service, public relations ✓ Design programs for all ages, many wants and needs ✓ Provide forums for community conversations about issues of concern ✓ Provide balance for serving all library users
<i>Citywide Goal Accomplished: Public Outreach and Educate all Students</i>	

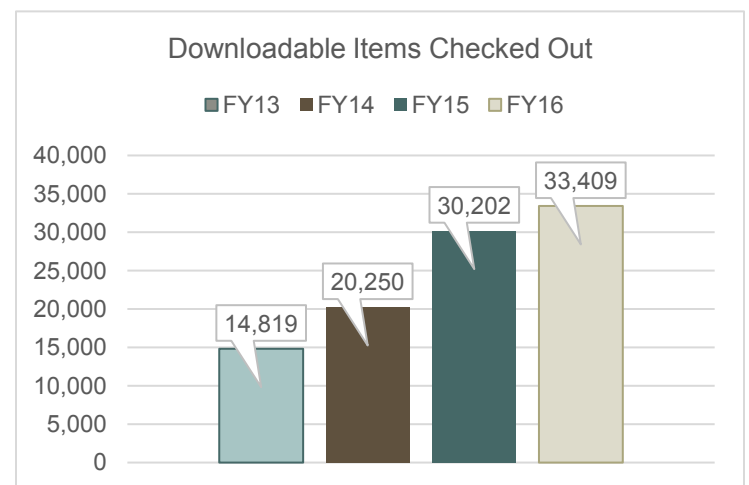
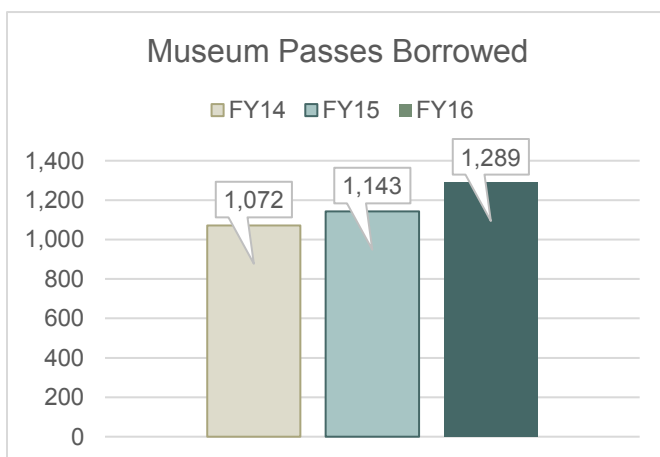
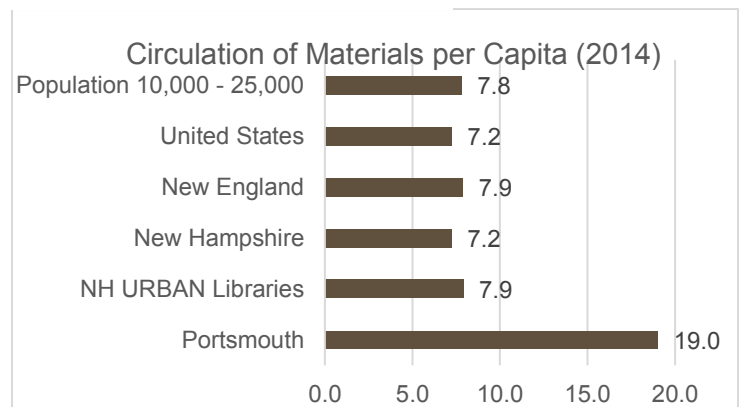
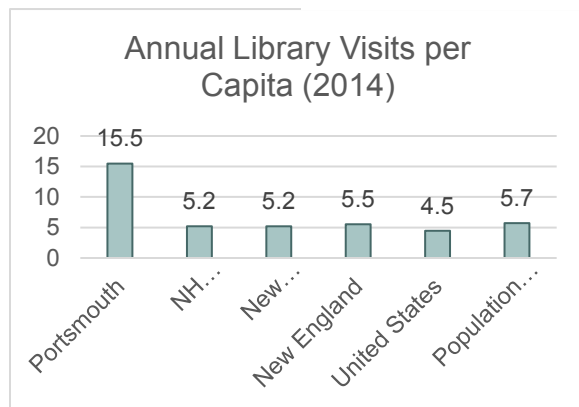
<p>Goal #2:</p> <p>To operate the Library as a community partner</p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ Contribute assistance and support to the City, its business, its services, its sustainability <p><i>Citywide Goal Accomplished: Public Outreach and Sustainability</i></p>
<p>Goal #3:</p> <p>Ensure that the Library is a place for recreation, relaxation, enjoyment</p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ Provide materials for pleasure reading, listening and viewing—tangible and virtual ✓ Design and deliver programs and opportunities for informal gathering <p><i>Citywide Goal Accomplished: A Welcoming, Safe and Diverse Community</i></p>
<p><i>The Library is a Learning Center</i></p>	
<p>Goal #1:</p> <p>To continue to operate the Library as an information gathering resource</p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ Provide staff members who are knowledgeable, well trained and ready to help ✓ Encourage and support professional activity by staff—collaborative within the Library, expanded to regional, state and beyond ✓ Purchase and make available traditional nonfiction and reference materials, both in-house and virtual ✓ License and purchase access to information created by others in nontraditional formats, both in-house and virtual ✓ Perform original research—as digital collections or local history Provide classes, programs and discussions geared toward a learning community ✓ Play an active role in preserving Portsmouth history ✓ Ensure that the Library is a leader in technology
<p><i>Citywide Goal Addressed: Citywide Goal Accomplished: Public Outreach and a Welcoming, Safe and Diverse Community</i></p>	
<p>Goal #2:</p> <p>To provide a door to learning for young people and their parents, grandparents and caregivers</p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ Provide materials and programs for babies, young children and elementary school age children ✓ Provide materials and programs of special interest to teens ✓ Operate the Library as a family place
<p><i>Citywide Goal Addressed: Citywide Goal Accomplished: Public Outreach and a Welcoming, Safe and Diverse Community</i></p>	

Performance Measures

	FY15	FY16	FY17 Estimated
Hours of Public Service per week	68.5	68.5	68.5
Visits to the Library	321,131	352,962	365,000
Circulation of Materials	421,739	413,734	414,000
Number of Downloads	30,202	33,409	41,000
Program Attendance	22,323	24,910	26,000
New Patrons Registered	1,663	1,710	1,775
Device Help Sessions	350	365	375
Computer Class Attendance	1,150	1,175	1,200
Meeting Room Use	1,501	1,900	2,000
Study Room Use	2,704	2,705	2,850
WiFi Use (sessions)	38,226	36,850	37,000
Museum Passes Borrowed	1,143	1,289	1,350

For assessing the areas of success and areas for improvement, we compare the Portsmouth Public Library performance to state, regional and national activity. However, we weight most heavily the Library's performance as compared to other public libraries in the New Hampshire Urban Libraries Consortium (libraries serving populations of greater than 18,000)."

FY 2017 Library Statistics

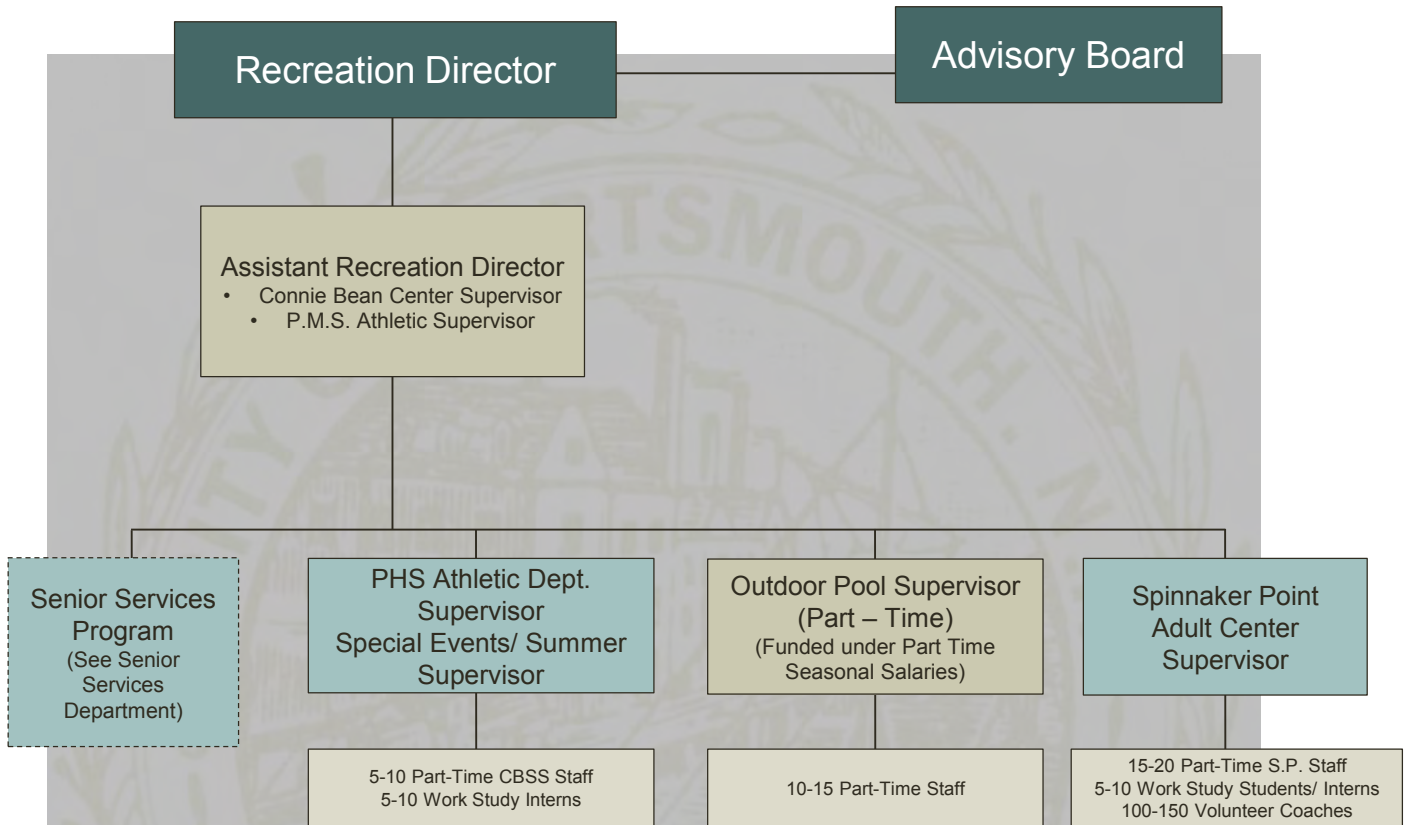


2017-2018 BUDGETED POSITION AND SALARY DETAIL

LIBRARY		<u>POSITION</u>	<u>SALARY</u>
PMA GRADE 22	E	LIBRARY DIRECTOR	101,781
PMA GRADE 18	E	ASSISTANT LIBRARY DIRECTOR	83,810
PMA GRADE 13A	G	LIBRARIAN 2	64,202
PMA GRADE 13A	B	LIBRARIAN 2	52,596
PMA GRADE 13A	E	LIBRARIAN 2	60,811
PMA GRADE 13A	5D/7E	LIBRARIAN 2	59,615
1386B GRADE 9	F	LIBRARIAN 1	50,491
1386B GRADE 9	9E/3F	LIBRARIAN 1	49,478
1386B GRADE 9	E	LIBRARIAN 1	49,140
1386B GRADE 9	6A/6B	LIBRARIAN 1-NEW	41,511
1386B GRADE 6	G	LIBRARY ASSISTANT 3	44,881
1386B GRADE 6	E	LIBRARY ASSISTANT 3	42,510
1386B GRADE 4	F	LIBRARY ASSISTANT 2	39,667
1386B GRADE 4	E	LIBRARY ASSISTANT 2	38,605
1386B GRADE 4	3C/9D	LIBRARY ASSISTANT 2	36,362
1386B GRADE 2	G	LIBRARY ASSISTANT 1	37,021
		EDUCATION STIPENDS	9,240
TOTAL FULL TIME			861,721
1386B GRADE 4	A	LIBRARY ASSISTANT 2	16,134 19 HRS/WK
1386B GRADE 4	A	LIBRARY ASSISTANT 2	17,832 21 HRS/WK
1386B GRADE 4	A	LIBRARY ASSISTANT 2	16,983 20 HRS/WK
1386B GRADE 6	F	LIBRARY ASSISTANT 3	23,296 20 HRS/WK
1386B GRADE 6	B	LIBRARY ASSISTANT 3	17,172 17.5 HRS/WK
1386B GRADE 4	A	LIBRARY ASSISTANT 2	16,983 20 HRS/WK
1386B GRADE 4	5.5F/6.5G	SECRETARY	32,206 30 HRS/WK
1386B GRADE 4	E	LIBRARY ASSISTANT 2	25,740 25 HRS/WK
1386B GRADE 4	3D/9E	LIBRARY ASSISTANT 2	23,400 23 HRS/WK
1386B GRADE 4	A	LIBRARY ASSISTANT 2	16,983 20HRS/WK
1386B GRADE 4	4.5A/7.5B	LIBRARY ASSISTANT 2	21,887 25 HRS/WK
1386B GRADE 2	A	LIBRARY ASSISTANT 1	20,064 26 HRS/WK
1386B GRADE 2	A	LIBRARY ASSISTANT 1	7,717 10 HRS/WK
LIBRARY PAGES			49,354
TEMP WORKERS			21,940
TOTAL PART TIME			327,691
TOTAL DEPARTMENT			1,189,412

		FY16 BUDGET	FY16 ACTUAL	FY17 BUDGET	FY18 CITY MANAGER RECOMMENDED
LIBRARY					
01-780-710-51-112-440					
011001	REGULAR SALARIES	759,666	737,494	809,109	861,721
012001	PART TIME SALARIES	314,682	343,003	335,293	327,691
014041	OVERTIME	1,500	-	1,500	1,500
015001	LONGEVITY	7,022	7,022	7,057	5,709
022001	SOCIAL SECURITY	67,242	65,375	71,488	74,191
022501	MEDICARE	15,727	15,290	16,718	17,351
023001	RETIREMENT	85,992	86,805	91,624	98,885
034103	TELEPHONE	750	232	450	19,857
034203	COMPUTER/SOFTWARE MAINT	52,500	42,441	49,000	57,750
039001	PROFESSIONAL SERVICES	200	-	200	200
039017	PROF/SERV-BIBLIOGRAPHIC	16,600	11,313	10,000	10,000
041002	ELECTRICITY	77,000	75,446	78,000	78,000
041101	NATURAL GAS	13,000	6,095	10,000	10,000
041205	WATER /SEWER FEES	14,000	8,906	14,000	15,000
043026	REPAIRS-COMPUTER EQUIP	1,000	197	250	250
043027	REPAIRS-OFFICE EQUIPMENT	2,000	1,016	1,000	1,000
044002	RENTAL OTHER EQUIPMENT	500	1,121	500	3,000
053001	ADVERTISING	1,500	1,110	1,200	1,200
054050	TRAINING	3,000	846	3,000	3,000
055002	BOOKBINDING	700	821	700	700
055050	PRINTING	3,000	54	2,500	2,500
056001	DUES PROFESSIONAL ORGANIZ	3,100	2,589	3,100	3,100
057101	TRAVEL AND CONFERENCE	4,800	6,854	4,800	2,400
057102	TRAVEL REIMBURSEMENT	1,850	1,160	1,850	1,850
061001	FIRST AID	500	325	500	500
061003	MEETING SUPPLIES	500	99	500	500
062001	OFFICE SUPPLIES	2,780	1,523	2,000	2,000
062004	PHOTO SUPPLIES	500	40	500	500
062007	COMPUTER/PRINTER SUPPLIES	5,500	6,620	5,500	5,500
062010	COPYING SUPPLIES	725	754	725	725
062011	OPERATING SUPPLIES	4,300	4,329	4,300	4,300
062013	MATERIAL PROCESSING SUPPL	8,750	8,402	8,000	8,000
062014	MICROFORM SUPPLIES	250	-	250	250
062015	CHILDREN SERVICES SUPPLIE	1,500	761	1,500	1,500
062016	ARCHIVAL SUPPLIES	500	910	500	500
062501	POSTAGE	2,600	1,069	1,250	1,250
067002	BOOKS & MEDIA	142,000	154,621	141,500	135,500
067003	PERIODICALS	24,000	24,544	24,000	24,000
067004	MICROMEDIA COLLECTION	50,100	48,515	42,250	42,250
074001	EQUIPMENT	3,500	2,671	2,500	2,500
074002	IT-CITY	12,000	12,655	8,500	5,000
075001	FURNITURE AND FIXTURES	3,500	3,619	3,500	3,500
081042	LIBRARY PROGRAMS	10,000	12,332	15,000	12,000
LIBRARY	TOTAL	1,720,836	1,698,979	1,776,114	1,847,130

Recreation Department



Mission

Because we believe that recreation plays a vital role in the health development and life of both the individual and the community, we aim to utilize, maintain and expand the recreation and leisure resources available to our community. We will attempt to involve all segments of the community and the Recreation Department in planning activities, be they individuals, community agencies, or citizen boards. We will provide leisure time opportunities and recreation experiences for all residents in safe and healthful conditions, which are enjoyable and productive for each and every individual involved.



Recreation Department

Services Overview

- ✓ Connie Bean Community Center
- ✓ Spinnaker Point Recreation Center
- ✓ Indoor Pool
- ✓ Outdoor Pool
- ✓ Special Programs
- ✓ Senior Citizen Programs

Position Summary Schedule

Positions Full time	FY16	FY17	FY18
Recreation Director	1	1	1
Assistant Recreation Director	1	1	1
Recreation Supervisor	2	2	2
Total Full Time	4	4	4
Positions Part time	FY16	FY17	FY18
Account Clerk	1	1	1
Number of positions vary throughout the year			
Total Part Time	1	1	1

Department Budget Comments

The total Recreation Department's FY18 proposed budget is \$870,554. This represents an increase of \$24,111 or 2.85% from FY17. This increase is due to contractual and benefit obligations.

Programs and Services

Connie Bean Community Center.

- Daily drop-in recreation programs.
- Organized sports leagues, grades K-12.
- Other active and passive programs for infants through seniors.

Spinnaker Point Recreation Center

- Fitness center for adults 18+ (fitness equipment, weights, indoor track, basketball court, tennis, volleyball, dance, yoga, tai-chi, pilates, karate, exercise classes, spin classes, swimming pool, hot tub, steam, sauna).
- Organized adult sports leagues (basketball, volleyball, ping-pong, etc.).

Indoor Pool

- Over 100 hours per week of swim programs, family swims, lap swimming, etc.
- Swim lessons for over 1,000 city residents.
- Swim teams for all ages.

Outdoor Pool

- Swim lessons to over 700 Portsmouth children per year.
- Adult and family open swims.



Budget Summary of Expenditures

	FY16 BUDGET	FY16 ACTUAL	FY17 BUDGET	FY18 CITY MANAGER RECOMMENDED
RECREATION				
SALARIES	277,328	283,784	282,875	292,927
PART-TIME SALARIES	208,470	200,642	215,000	217,000
OVERTIME	4,000	1,424	4,000	4,000
LONGEVITY	5,924	6,684	6,902	7,390
RETIREMENT	32,086	32,525	32,816	34,631
OTHER BENEFITS	37,926	36,152	38,925	39,881
<i>Contractual Obligations</i>	<i>565,734</i>	<i>561,212</i>	<i>580,518</i>	<i>595,829</i>
TRAINING/EDUCATION/CONFERENCES	1,700	-	1,700	1,700
ELECTRICITY	88,800	72,859	91,400	91,400
NATURAL GAS	38,000	21,827	38,000	35,000
CONTRACTED SERVICES	7,400	4,055	7,400	4,200
ADVERTISING	-	-	-	-
PRINTING	3,000	1,014	3,000	3,000
PROFESSIONAL ORGANIZATION DUES	500	-	500	500
OTHER OPERATING	120,250	129,461	123,925	138,925
<i>Other Operating</i>	<i>259,650</i>	<i>229,217</i>	<i>265,925</i>	<i>274,725</i>
TOTAL	825,384	790,429	846,443	870,554

Special Programs

- Family Halloween dance, Father/Daughter dance,
- City Easter Egg Hunt.
- Summer vacation camps (9 weeks).
- School year vacation camps.
- Fall soccer programs/Winter basketball programs/Spring baseball programs.
- 16 Senior Citizen day trips.
- Sports camps (basketball, soccer, baseball, field hockey, softball, cross-country running, golf, volleyball).
- Peirce Island Boat Launch.

Senior Citizen Programs (for more information see the Senior Services Department pages)

- Monthly/Quarterly newsletter.
- Additional meals and transportation for seniors.
- Additional senior programming through library, recreation departments and other senior citizen stakeholders throughout the community.
- Establish new facility at the former Dobles Center.



Goals and Objectives

Goal #1:	Objectives:
Provide affordable, diversified, year-round activities for residents and others.	<ul style="list-style-type: none"> ✓ Provide year-round recreational programs serving the varying needs of Portsmouth's residents, regardless of age, sex, race, or income level. ✓ Provide activities for different periods of free time due to the increase in labor force and those not working in the traditional 9-5 setting. ✓ Provide activities of a progressive nature so participants, from beginner to advanced, can be accommodated and satisfied.

	<ul style="list-style-type: none"> ✓ Create a balanced program between young and old, male and female, constant users and new participants, athletic activities and non-athletic activities.
	<i>Citywide Goal Addressed: A Welcoming, Safe and Diverse Community</i>
<p>Goal #2:</p> <p>Fully utilize all existing facilities, to expand the use of those facilities and areas set-aside for recreation as deemed necessary, including the expansion of activities at the Community Campus as the temporary headquarters for 50+ activities until a permanent home is realized.</p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ Continue to improve neighborhood parks and playgrounds. ✓ Improve and/or upgrade youth and recreation facilities in the city through a citywide needs assessment. ✓ Expand and improve the activities at the Community Campus while continuing the transfer of the Dobles Center for 50+ activities.
	<i>Citywide Goal Addressed: : A Welcoming, Safe and Diverse Community</i>
<p>Goal #3:</p> <p>Satisfy the different tastes and interests of individuals and age groups including active, passive, educational, cultural, social and athletic forms of leisure time interests.</p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ Provide a safe and comfortable atmosphere for all patrons at all facilities. ✓ Carry on an active public relations campaign and encourage individuals and groups to actively participate in the planning and control of their programs and Recreation Department.
	<i>Citywide Goal Addressed: A Welcoming, Safe and Diverse Community</i>
<p>Goal #4:</p> <p>Promote and support all forms of neighborhood recreation carried on by this agency and/or any other responsible community service agency in order to accommodate the vast population residing outside of the downtown area.</p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ Work cooperatively with all responsible community service agencies aimed at meeting the needs of residents of Portsmouth. ✓ Foster a lively interest and a healthy attitude toward beneficial and productive leisure time interests that will have carryover value into the home, school and community.
	<i>Citywide Goal Addressed: A Welcoming, Safe and Diverse Community</i>
<p>Goal # 5:</p> <p>Maintain professional integrity and quality leadership by seeking out competent employees and by involving the staff in training sessions, workshops and other job related training experiences.</p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ Improve staff literacy and competence in all areas of computer programming and technology. ✓ Improve inter-facility communications. ✓ Incorporate new software programming to facilitate credit card payments and on line registration.
	<i>Citywide Goal Addressed: Public Outreach</i>

Performance Measures

Percent increase/ (decrease) in memberships and program participation at Spinnaker Point Recreation Center:
 FY16 – 4%
 FY17 – 5%
 FY18 (Est.) – 5%

Percent increase/ (decrease) in long running Recreation Programs:
 FY16 – 4%
 FY17 – 4%
 FY18 (Est.) – 4%

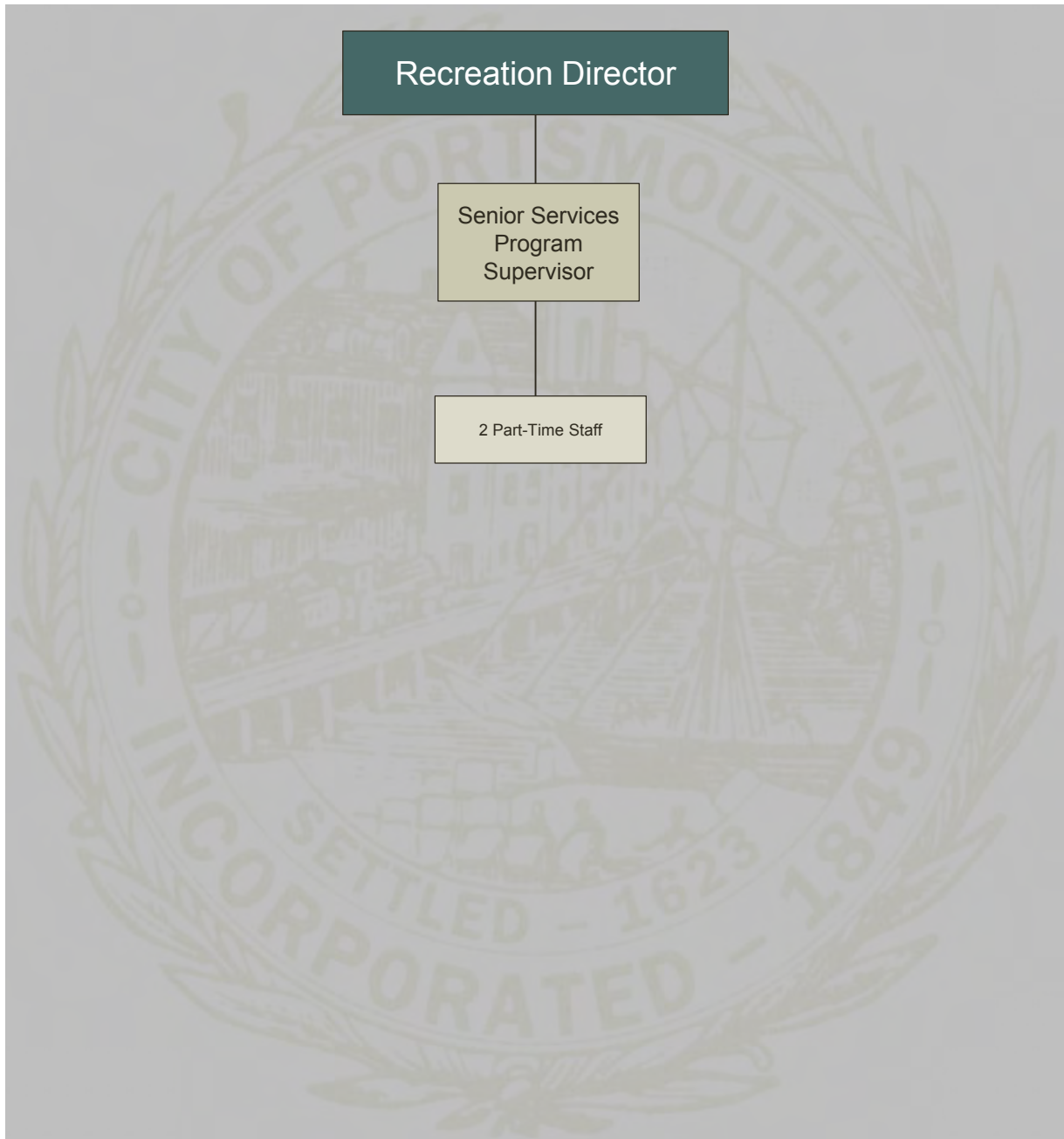
2017-2018 BUDGETED POSITION AND SALARY DETAIL

<u>POSITION</u>			<u>SALARY</u>
RECREATION DEPARTMENT			
PMA GRADE 19	G	RECREATION DIRECTOR	92,201
SMA GRADE 13	G	ASSIST RECREATION DIRECTOR	69,788
SMA GRADE 11	G	RECREATION SUPERVISOR	63,350
		EDUCATION STIPEND	1,540
TOTAL FULL TIME COMM CENTER			226,879
SMA GRADE 12	3F/9G	SPINNAKER POINT SUPERVISOR	66,048
TOTAL FULL TIME SPINNAKER POINT			66,048
TOTAL FULL TIME			292,927
1386B GRADE 3	A	ACCOUNT CLERK (28HRS/WEEK)	22,670
		VARIOUS PART-TIME POSITIONS BOTH YEAR ROUND AND SEASONAL	194,330
TOTAL PART TIME			217,000
TOTAL DEPARTMENT			509,927

		FY16 BUDGET	FY16 ACTUAL	FY17 BUDGET	FY18 CITY MANAGER RECOMMENDED
RECREATION DEPARTMENT					
SPINNAKER POINT					
01-785-720-07-122-439					
011001	REGULAR SALARIES	60,890	60,422	62,108	66,048
012001	PART TIME SALARIES	48,000	49,070	50,000	50,000
014041	OVERTIME	2,000	-	2,000	2,000
015001	LONGEVITY	1,250	1,301	1,510	1,540
022001	SOCIAL SECURITY	6,954	6,626	7,169	7,414
022501	MEDICARE	1,626	1,550	1,677	1,734
023001	RETIREMENT	7,164	6,894	7,329	7,919
034103	TELEPHONE	1,000	1,249	1,000	1,500
039001	PROFESSIONAL SERVICES	1,500	-	1,500	500
041002	ELECTRICITY	56,400	48,434	57,000	52,000
041101	NATURAL GAS	38,000	21,827	38,000	35,000
041205	WATER /SEWER FEES	13,200	13,332	14,000	14,000
043018	REPAIRS-EQUIPMENT	8,000	13,606	10,000	10,000
055050	PRINTING	-	195	-	-
061001	FIRST AID	200	210	200	200
061002	MISCELLANEOUS SUPPLIES	8,000	4,533	8,000	7,000
062001	OFFICE SUPPLIES	1,500	1,581	2,000	2,000
063800	MATERIALS-CHEMICALS	5,000	3,624	5,000	6,000
068002	CLOTHING	500	-	625	625
075001	FURNITURE AND FIXTURES	-	41,603	-	-
Total Spinnaker		261,184	276,059	269,118	265,480
CONNIE BEAN					
01-785-720-21-124-439					
011001	REGULAR SALARIES	216,438	223,362	220,767	226,879
012001	PART TIME SALARIES	47,470	51,790	48,000	50,000
014041	OVERTIME	2,000	1,424	2,000	2,000
015001	LONGEVITY	4,674	5,384	5,392	5,850
022001	SOCIAL SECURITY	16,777	16,435	17,123	17,653
022501	MEDICARE	3,924	3,907	4,005	4,129
023001	RETIREMENT	24,922	25,631	25,487	26,712
034103	TELEPHONE	1,500	591	1,500	1,500
039001	PROFESSIONAL SERVICES	2,200	-	2,200	-
039077	BASKETBALL OFFICIALS	3,700	4,055	3,700	3,700
043018	REPAIRS-EQUIPMENT	700	391	700	700
054050	TRAINING	500	-	500	500
055050	PRINTING	2,700	820	2,700	2,700
056001	DUES PROFESSIONAL ORGANIZ	500	-	500	500
057101	TRAVEL AND CONFERENCE	1,200	-	1,200	1,200
057102	TRAVEL REIMBURSEMENT	2,500	1,780	2,500	2,500
061001	FIRST AID	250	167	250	250
061002	MISCELLANEOUS SUPPLIES	9,000	3,871	9,000	6,000
062001	OFFICE SUPPLIES	1,000	1,193	1,000	1,500
068002	CLOTHING	300	500	550	550
078001	MISCELLANEOUS COSTS	-	(10,000)	-	-
		342,255	331,300	349,074	354,823
OUTDOOR POOL					
01-785-730-24-992-439					
012001	PART TIME SALARIES	72,000	63,261	72,000	72,000
022001	SOCIAL SECURITY	4,464	3,922	4,464	4,464
022501	MEDICARE	1,044	917	1,044	1,044
034103	TELEPHONE	1,500	541	1,500	1,500
041002	ELECTRICITY	19,200	5,784	19,200	19,200
041205	WATER /SEWER FEES	33,000	20,769	33,000	45,000
061001	FIRST AID	500	205	500	500
061002	MISCELLANEOUS SUPPLIES	6,000	7,357	6,000	8,000
063800	MATERIALS-CHEMICALS	14,000	17,498	14,000	17,000
068002	CLOTHING	500	-	500	500
		152,208	120,253	152,208	169,208

		FY16 BUDGET	FY16 ACTUAL	FY17 BUDGET	FY18 CITY MANAGER RECOMMENDED
SUMMER CAMPS					
01-785-740-00-131-439					
012001	PART TIME SALARIES	32,000	41,607	36,000	36,000
022001	SOCIAL SECURITY	1,984	2,580	2,232	2,232
022501	MEDICARE	464	603	522	522
041002	ELECTRICITY	13,000	18,455	15,000	20,000
044002	RENTAL OTHER EQUIPMENT	4,000	3,067	4,000	4,000
061001	FIRST AID	400	-	400	400
061002	MISCELLANEOUS SUPPLIES	3,700	-	3,700	3,700
		55,548	66,312	61,854	66,854
BOAT LAUNCH					
01-785-750-00-900-439					
012001	PART TIME SALARIES	9,000	(5,086)	9,000	9,000
022001	SOCIAL SECURITY	558	(315)	558	558
022501	MEDICARE	131	(74)	131	131
041002	ELECTRICITY	200	187	200	200
044002	RENTAL OTHER EQUIPMENT	2,000	1,528	2,000	2,000
055050	PRINTING	300	-	300	300
061001	FIRST AID	100	-	100	100
061002	MISCELLANEOUS SUPPLIES	300	266	300	300
068002	CLOTHING	100	-	100	100
		12,689	(3,495)	12,689	12,689
SPECIAL PROGRAMS					
01-785-760-00-100-439					
044002	RENTAL OTHER EQUIPMENT	1,500	-	1,500	1,500
	CONTINGENCY			-	
		1,500	-	1,500	1,500
RECREATION	TOTAL	825,384	790,429	846,443	870,554

Senior Services Department



Mission

To positively impact our community by creating opportunities for healthy aging through social engagement, physical well-being, community involvement, creativity and life-long learning.



Senior Services

Services Overview

- ✓ Senior Activity Center
- ✓ Wellness Programs
- ✓ Education Programs
- ✓ Senior Transportation
- ✓ Additional Senior Services

Position Summary Schedule

Positions Full time	FY16	FY17	FY18
Senior Services Supervisor	1	1	1
Total Full Time	1	1	1
Positions Part time	FY16	FY17	FY18
Part time Staff	2	2	2
Total Part Time	2	2	2



Department Budget Comments

The Senior Services proposed budget for FY18 is \$158,757. This represents an increase of \$3,694 or 2.4% over FY17. The City implemented senior services programs in FY14 and has continued to increase services to the City's seniors. The City currently rents space at the Community Campus and hopes to move in to another facility during FY18.

Budget Summary of Expenditures

	FY16 BUDGET	FY16 ACTUAL	FY17 BUDGET	FY18 CITY MANAGER RECOMMENDED
SENIOR SERVICES				
SALARIES	51,134	52,525	54,728	58,587
PART-TIME SALARIES	15,000	13,399	20,000	20,000
LONGEVITY	-	-	-	308
RETIREMENT	5,828	5,867	6,113	6,702
OTHER BENEFITS	5,139	4,840	7,097	6,035
CONTRACTED SERVICES	-	-	-	-
<i>Contractual Obligations</i>	77,101	76,631	87,938	91,632
TRAINING/EDUCATION/CONFERENCES	300	175	300	300
PRINTING	6,000	5,617	6,000	6,000
PROFESSIONAL ORGANIZATION DUES	200	145	200	200
OTHER OPERATING	58,100	57,275	60,625	60,625
<i>Other Operating</i>	64,600	63,213	67,125	67,125
TOTAL	141,701	139,844	155,063	158,757

Programs and Services

As part of the Recreation Department, manage the Portsmouth Senior Activity Center offering a variety of programs and services aimed to serve the senior population.

Senior Activity Center located at Community Campus

- Drop-in Lounge open Mon-Fri 9:00am-3:00pm. Complimentary coffee/tea, newspaper and wifi.
- 6 monthly social meal options available plus annual cookout, thanksgiving luncheon and holiday party.
- 2,000 copies of the newsletter are distributed throughout the City monthly.
- Passive and active recreation opportunities offered throughout the week.



Wellness Programs

- Variety of fitness classes available each week.
- Flu shot, foot care, diabetic shoes, and hearing clinics offered yearly.
- Guest speakers at senior luncheons
- Special event days: Senior Falls Prevention Day, Balance Day, Wellness Expo
- Falls prevention initiative.

Educational Programs

- Current events discussion group, lectures, Tea Club, Ukulele classes, art classes.
- Computer classes offered by Library staff.

Senior Transportation

- Transportation managed by the Wentworth Senior Living; 4 days/week: Monday, Wednesday, Thursday and Friday from 8:00am-4:00pm.
- Funding for Senior Transportation comes from the Parking and Transportation Fund.



Additional Senior Services

- ServiceLink onsite for monthly appointments.
- Staff provides resource information.

Goals and Objectives

Goal #1:

Enrich the community by promoting healthy aging.

Objectives:

- ✓ Promote and provide social, educational and physical opportunities for healthy aging.
- ✓ Create and distribute newsletter highlighting activities and services for seniors.
- ✓ Continue to collaborate with community organizations to enhance senior programming.

Citywide Goal Addressed: A Welcoming, Safe and Diverse Community

<p>Goal #2:</p> <p>Continue a short term senior gathering space</p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ Host a drop-in center with programming for ages 50+. ✓ Have a dedicated hub for seniors to find informal and formal activities, services and programs. ✓ Provide a warm, welcoming environment with a feeling of safety and inclusivity.
<p><i>Citywide Goal Addressed: A Welcoming, Safe and Diverse Community</i></p>	
<p>Goal #3:</p> <p>Creation of a permanent Portsmouth senior center</p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ Secure Doble Center as a future home of a Portsmouth senior/community center. ✓ Create a vibrant activity center for those aged 50+.
<p><i>Citywide Goal Addressed: A Welcoming, Safe and Diverse Community</i></p>	
<p>Goal #4:</p> <p>Continue synergy with Recreation Department's goals.</p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ Continue to work with the Senior Sub Committee of the Recreation Board to support senior services. ✓ Continue to work cooperatively with Recreation Department to provide year round activities for older adults.
<p><i>Citywide Goal Addressed: A Welcoming, Safe and Diverse Community</i></p>	
<p>Goal #5:</p> <p>Provide a comprehensive transportation element</p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ Support current partnership with Wentworth Senior Living to provide Senior Transportation. ✓ Grow participation by continuing to foster and investigate appropriate partnerships.
<p><i>Citywide Goal Addressed: A Welcoming, Safe and Diverse Community</i></p>	

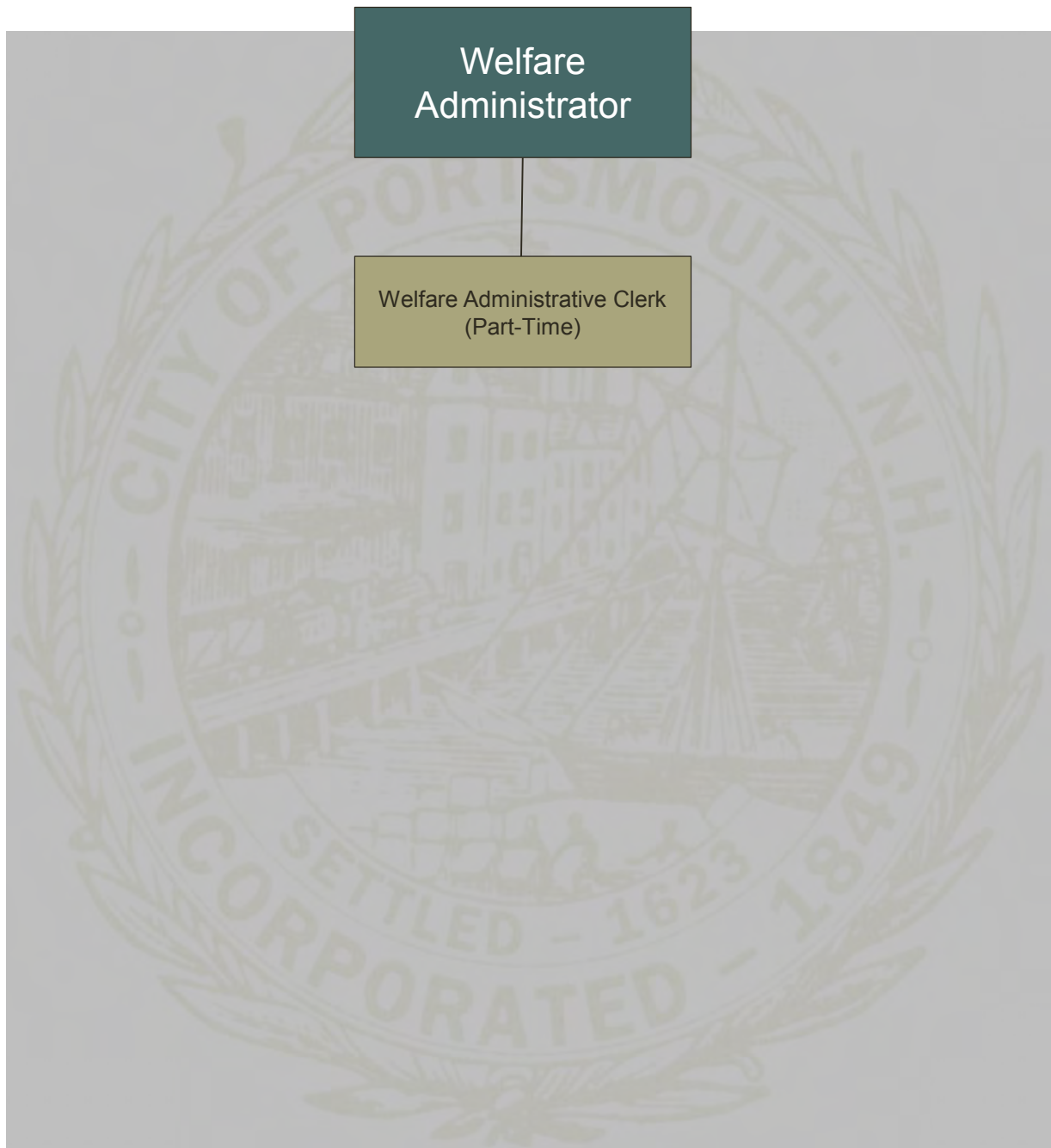
<p><u>Performance Measures</u></p>	
<p style="text-align: center;">Members FY16 – 500 FY17 – 850 (70% increase) FY18 (Est.) – 1000 (18% increase)</p>	
<p style="text-align: center;">Number of Senior Service Activities FY16 – 40 FY17 – 50 (25% increase) FY18 (Est.) – 60 (20% increase)</p>	

2017-2018 BUDGETED POSITION AND SALARY DETAIL

		<u>POSITION</u>	<u>SALARY</u>
SENIOR SERVICES			
SMA GRADE 11	6D/6E	SENIOR SERVICES SUPERVISOR	58,587
<u>TOTAL FULL TIME</u>			<u>58,587</u>
PT SENIOR SERVICES ADMIN			14,625
PT SENIOR SERVICES ADMIN			1,092
ADDITIONAL PART-TIME HOURS AS NEEDED			4,283
<u>TOTAL PART TIME</u>			<u>20,000</u>
<u>TOTAL DEPARTMENT</u>			<u>78,587</u>

		FY16 BUDGET	FY16 ACTUAL	FY17 BUDGET	FY18 CITY MANAGER RECOMMENDED
SENIOR SERVICES					
01-786-339-00-100-442					
011001	REGULAR SALARIES	51,134	52,525	54,728	58,587
012001	PART TIME SALARIES	15,000	13,399	20,000	20,000
015001	LONGEVITY	-	-	-	308
022001	SOCIAL SECURITY	4,165	3,916	4,324	4,891
022501	MEDICARE	974	923	2,773	1,144
023001	RETIREMENT	5,828	5,867	6,113	6,702
034103	TELEPHONE	2,400	3,003	3,000	3,000
044005	RENT	22,000	21,424	35,000	35,000
055050	PRINTING	6,000	5,617	6,000	6,000
056001	DUES PROFESSIONAL ORGANIZ	200	145	200	200
057101	TRAVEL AND CONFERENCE	300	175	300	300
057102	TRAVEL REIMBURSEMENT	400	286	400	400
061001	FIRST AID	-	-	200	200
061002	MISCELLANEOUS SUPPLIES	4,500	4,567	4,500	4,500
061006	SR LUNCHES	16,000	15,999	12,000	12,000
062001	OFFICE SUPPLIES	1,200	647	3,800	3,800
062501	POSTAGE	1,600	1,349	1,600	1,600
068002	CLOTHING	-	-	125	125
074003	SOFTWARE	10,000	10,000	-	-
SENIOR SERVIC TOTAL		141,701	139,844	155,063	158,757

Welfare Department



Mission

It is the mission of the Welfare Department to provide appropriate and timely assistance to qualified individuals. This office seeks to promote independence through guidance and referrals while recognizing the need to balance the City's financial interests with the needs of welfare applicants. Maintaining an active role in the community of organizations, businesses and agencies that provide services to Portsmouth residents assures that all forms of support are utilized to the fullest for our community.



Welfare

Services Overview

- ✓ Client Services
- ✓ Community Relations
- ✓ Information and Referral

Position Summary Schedule

Positions Full time	FY16	FY17	FY18
Welfare Administrator	1	1	1
Total Full Time	1	1	1
Positions Part time	FY16	FY17	FY18
Welfare Administrative Clerk	1	1	1
Total Part Time	1	1	1

Department Budget Comments

The total proposed Welfare Department budget for FY18 is \$339,410 which represents a net increase of \$9,342 or 2.83% from FY17. The largest portion of the Welfare budget consists of Direct Assistance. By NH law, the City must assist any eligible applicant, so this expenditure is subject to market factors outside our ability to control. The Direct Assistance portion of this budget of \$227,600 reflects a net increase of \$5,000 or +2.2% from FY17. Line items are kept as low as possible through careful case management and referrals to other sources of assistance. Many local residents who are employed in the service



and retail industries struggle to find affordable housing within the city confines and find themselves spending an ever increasing percentage of their income for housing here in Portsmouth.

Budget Summary of Expenditures

	FY16 BUDGET	FY16 ACTUAL	FY17 BUDGET	FY18 CITY MANAGER RECOMMENDED
WELFARE DEPARTMENT				
SALARIES	62,488	62,775	65,825	68,609
PART-TIME SALARIES	23,942	24,605	24,531	25,095
LONGEVITY	888	888	906	924
RETIREMENT	7,079	7,134	7,352	7,913
OTHER BENEFITS	6,681	6,624	6,914	7,239
<i>Contractual Obligations</i>	<i>101,078</i>	<i>102,026</i>	<i>105,528</i>	<i>109,780</i>
DIRECT ASSISTANCE	251,100	178,367	222,600	227,600
TRAINING/EDUCATION/CONFERENCES	150	204	200	200
PRINTING	-	-	-	75
PROFESSIONAL ORGANIZATION DUES	200	200	200	200
OTHER OPERATING	1,440	1,287	1,540	1,555
<i>Other Operating</i>	<i>252,890</i>	<i>180,058</i>	<i>224,540</i>	<i>229,630</i>
TOTAL	353,968	282,083	330,068	339,410

Programs and Services

Client Services-

- Determine qualified applicants, process requests for service, and make referrals.
- Administer emergency assistance funding based on State law and City ordinance.
- Conduct periodic follow-up of clients.
- Monitor changing federal/state laws and regulations.
- Facilitate responsiveness of agencies to Department referrals.

Community Relations-

- Actively participate in local social service networks.
- Advise City Manager on appropriate funding levels for social service agencies.
- Advocate for the interests of Department recipients and the City.

Goals and Objectives

<p>Goal #1:</p> <p>To assist individuals in Portsmouth, in accordance with New Hampshire Law and the Welfare Guidelines adopted by the City Council, who are temporarily unable to provide for their own documented shelter, food, medication, utility, or other emergency needs.</p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ Refine and improve applicant qualification process. ✓ Take active role in social service networks. ✓ Leverage existing resources and explore new avenues to maintain cost per-in office contact and other expenses
<p><i>Citywide Goal Addressed: Regulation Adherence and Legislative Development</i></p>	
<p>Goal #2:</p> <p>To work closely with Federal, State, and local agencies and charities to maximize services and benefits available to Portsmouth residents.</p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ Monitor changing Federal/ State laws and regulations. ✓ Participate in the NH Local Welfare Administrators Association.
<p><i>Citywide Goal Addressed: Regulation Adherence and Legislative Development</i></p>	
<p>Goal #3:</p> <p>To review social service agencies' City budget requests and to advise the City Manager regarding funding levels for agencies.</p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ Review Outside Social Service fund requests.
<p><i>Citywide Goal Addressed: Financial Stability</i></p>	

Performance Measures

Percent change over previous year for cost per in-office contact.

FY15 : +8%

FY16 : +4%

FY17 (Est.) : +14%

2017-2018 BUDGETED POSITION AND SALARY DETAIL

			<u>POSITION</u>	<u>SALARY</u>
WELFARE DEPARTMENT				
PMA GRADE 13	3F/9G		WELFARE ADMINISTRATOR	68,609
			TOTAL FULL TIME	68,609
1386B GRADE 7	6.5A/5.5B		ADMINISTRATIVE CLERK	25,095
			TOTAL PART TIME	25,095
			TOTAL WELFARE	93,704

		FY16 BUDGET	FY16 ACTUAL	FY17 BUDGET	FY18 CITY MANAGER RECOMMENDED
WELFARE DEPARTMENT					
DIRECT ASSISTANCE					
01-792-770-25-110-436					
088001	FOOD	1,000	700	1,000	2,000
088002	PERSONAL GOODS	500	280	500	1,000
088003	SHELTER	225,000	159,833	200,000	200,000
088004	FUEL	3,000	606	3,000	1,500
088005	GAS LIGHT AND WATER	8,000	1,203	4,000	3,000
088006	MEDICAL	4,000	2,145	2,000	2,000
088007	TRANSPORTATION	2,500	960	2,000	2,000
088008	BURIALS	3,000	7,500	6,000	6,000
088009	OTHER EXPENSES	100	-	100	100
088010	EMERGENCY SHELTER	4,000	5,141	4,000	10,000
DIRASST		251,100	178,367	222,600	227,600
WELFARE ADMINISTRATION					
01-792-770-51-110-436					
011001	REGULAR SALARIES	62,488	62,775	65,825	68,609
012001	PART TIME SALARIES	23,942	24,605	24,531	25,095
015001	LONGEVITY	888	888	906	924
022001	SOCIAL SECURITY	5,414	5,369	5,604	5,867
022501	MEDICARE	1,267	1,256	1,310	1,372
023001	RETIREMENT	7,079	7,134	7,352	7,913
055050	PRINTING	-	-	-	75
056001	DUES PROFESSIONAL ORGANIZ	200	200	200	200
057101	TRAVEL AND CONFERENCE	150	204	200	200
057102	TRAVEL REIMBURSEMENT	600	391	700	700
062001	OFFICE SUPPLIES	600	657	600	600
067001	BOOKS & PERIODICALS	240	239	240	255
WELADMIN		102,868	103,716	107,468	111,810
WELFARE	TOTAL	353,968	282,083	330,068	339,410



Outside Social Services

Services Overview

- ✓ Cross Roads House
- ✓ Central Veterans Council
- ✓ Richie McFarland Children's Center
- ✓ Seacoast Mental Health Center
- ✓ Area HomeCare & Family Services
- ✓ Rockingham Nutrition and Meals on Wheels
- ✓ YMCA
- ✓ Big Brothers/ Big Sisters of the Greater Seacoast
- ✓ RSVP
- ✓ Seacoast Community School
- ✓ Rockingham Community Action
- ✓ Haven
- ✓ Child & Family Services of NH
- ✓ American Red Cross, Great Bay Chapter
- ✓ AIDS Response Seacoast
- ✓ Seacoast Family Food Pantry
- ✓ Community Services Program
- ✓ Families First Health & Support Center
- ✓ Seacoast Family Promise
- ✓ New Generation
- ✓ Seacoast Pathways
- ✓ CASA

Department Budget Comments

The Outside Social Services budget request for FY18 is \$168,052. This represents an increase of \$13,512 or 8.74% over FY17.

Programs and Services

- **Cross Roads House (CRH):** Cross Roads House's mission is "to protect men, women, and children, who are experiencing homelessness, from exposure and hunger." As the largest shelter in the region, CRH provides both emergency and transitional shelter programs that offer case management help for individuals and families seeking to break the cycle of homelessness and return to permanent shelter. CRH collaborates with a multitude of other local agencies to connect residents to needed supportive services. Many agencies deliver services on-site at the shelter. CRH also provides on-site classes that help residents prepare for, and maintain both housing and employment. In addition to providing shelter and supportive services, CRH offers a Rapid Re-Housing Program and a HUD funded Housing First/Permanent Supportive Housing Program for chronically homeless individuals. In 2016, the shelter added a Housing Stability Case Manager to provide post-shelter case management to help former residents maintain their housing and supports in their new homes.

Demand for shelter remains extremely high. Last year CRH provided shelter and services to 515 people. Among those were 201 Portsmouth residents (includes transients, those from out of state). Last year the emergency shelter program for individual adults operated over capacity 87% of the year. The shelter's typical capacity is 96 beds, however, due to recent demand for shelter, as many as 30-35 extra individual adults have been accommodated nightly. CRH programs save money from Portsmouth's Welfare budget by decreasing the need for more costly housing alternatives (ie. hotel rooms). CRH policy limits the number of nights of shelter offered to people from outside of New Hampshire, which increases available space for those referred by the Portsmouth Welfare Department. Since 2013, intakes to the shelter have been more efficiently processed through a centralized intake program called Coordinated Entry. Individuals seeking shelter as well as the Portsmouth Welfare staff can call a centralized phone number to coordinate admission into CRH and other shelters.

- **Central Veterans Council:** City funds are requested for decoration of gravesites and upkeep of cemeteries.
- **Richie McFarland Children's Center:** The Richie McFarland Children's Center mission is "to help young children reach their full developmental potential and to support their families through that process." RMCC clinicians and educators provide an array of developmental and therapeutic services for children with special needs, education and support to their families and guidance in accessing and coordinating community and health resources. Among the programs offered are Family-Centered Early Supports & Services (more commonly known as early intervention), Pediatric Therapies, Early Learning Groups, and Parent-Child Groups. City funding is requested to assist with general operating expenses to help fill the gap between the cost of providing services and the available revenues from all other sources collected. Financial support from each of the 24 towns in their catchment area results in approximately 5% of RMCC's annual budget. The organization bases its request on the number of children served, at a cost of \$300 per child. Last year RMCC provided services to 44 Portsmouth children and families, continuing to represent the highest number of families served in any of the agency's catchment area. City funds are requested to support RMCC staff in providing services to Portsmouth families.
- **Seacoast Mental Health Center:** Founded in 1963, Seacoast Mental Health Center (SMHC) is one of 10 NH state designated community mental health centers. Our service area includes the 24 communities in eastern Rockingham County. We are mandated to provide evaluations and treatment to children, adolescents, and their families, adults and elders who meet state criteria for eligibility of community mental health services without regard to their ability to pay. Experienced and highly qualified professionals trained in psychiatry, psychology, mental health and drug counseling, clinical social work, and nursing provide all our services. SMHC provided services to nearly 5,300 individuals last year 855 of which were Portsmouth residents. Funds requested from the City of Portsmouth will support comprehensive psychotherapy services for adults between the ages of 18 and 60 who do not meet the severity of impairment necessary to be eligible for state Bureau of Behavioral Health (BBH) community mental health services.
- **Area HomeCare & Family Services:** The agency mission is "to provide non-medical in-home care services to low-income elderly and adults with disabilities or chronic illnesses so they may remain in their homes for as long as possible." Services are free for income-eligible clients and, presently, there is no wait list for Portsmouth. In FY16, 21,102 hours of service were provided to 147 Portsmouth residents. More than 98% of these clients are "very-low income by HUD standards and some of the cost of providing this service is not recoverable from the state contract or Medicaid and must be raised by the agency. In addition to providing direct in-home care services to the elderly and adults with disabilities or chronic illnesses, the agency also developed and sponsors Project CoolAir, which raises money to buy air conditioners for Portsmouth citizens with medical conditions who are in need. The City Welfare Department is one of many local referral sources.

In FY15 we developed Project HairCare which provides free hair care services to clients who have no other means of obtaining these services. This program has brought a sense of self-respect to several Portsmouth residents. City funds are requested to enable the In-Home Care Program to continue to offer free services to Portsmouth residents in need.

- **Meals on Wheels:** Rockingham Nutrition and Meals on Wheels Program "provides nutritious meals and beneficial support services to older and disabled residents of Rockingham County who need assistance to help them preserve long term health, well-being, and independence." RNMOV provides nutritious meals in community settings to adults 60 and over, and delivers meals to the homes of adults 60 and over and to low income disabled adults in need of home delivery to eat properly. Diabetic, lower-sodium, ground, pureed, and heart healthy menu options help meet the many different health needs of our clients. As one client put it, "Your food is one thing, but your vigilance daily to see I'm okay, is peace of mind to me and those who care how I'm doing." Fifty-six percent of our clients live alone, and 24% are living with their spouse. Ninety-six percent of our clients report that Meals on Wheels benefits their health, with 95% reporting that they feel safer thanks to the service. Last year, RNMOV provided meals to 340 Portsmouth residents. Federal subsidies pay 65% of the cost of 35,756 meals and 23,870 safety checks. This is a 16% increase over last year. City funds are requested to help cover the 30% match for the federal partially subsidized meals. For every meal served, RNMOV must find 30% of the cost. RNMOV requests 5% of that match from the city.
- **YMCA Membership for All Financial Assistance (formerly ACCESS) Program:** The YMCA of the Seacoast over the past four years has expanded its partnerships and reach into the Seacoast area. Our work with the Portsmouth Elementary schools, Rye Elementary, Newmarket Elementary and the Robert J Lister School are just a few examples. We also currently provide free memberships to many of our Portsmouth non-profits such as Great Bay Services, One Sky and Crossroads House so their clients can benefit from social and physical activities at our facility. During school vacation and the summer months we provide support to families to send their children to school vacation and summer camp programs. For both of these activities we provide financial assistance. We are a gathering place for many seniors who enjoy both socializing and activities to enhance their daily living. In order to support these efforts the Y depends on grants and the City of Portsmouth has consistently supported us in these efforts.
- **Big Brothers / Big Sisters of the Greater Seacoast:** The single most important factor in determining whether or not children reach their potential is the existence of a caring adult in their life. The simple presence of this relationship effects powerful outcomes for children. ***Our mission is to provide children facing adversity with strong and enduring, professionally supported 1-to-1 relationships that change their lives for the better, forever.*** Big Brothers Big Sisters of NH (BBBSNH) supports children between the ages of 6 and 18 throughout Rockingham and Strafford counties, and have been serving the Seacoast area of New Hampshire since 1977. Last year, we served 61 Portsmouth children and 81 Portsmouth residents volunteered as mentors.
- **RSVP: Friends RSVP - Retired and Senior Volunteer Program** helps solve unmet community needs through volunteers and increases the health and independence of older adults through active, meaningful volunteerism. RSVP capitalizes on people's interests and skills to provide a wide range of services to Portsmouth's needy and vulnerable citizens. In 2016, Friends RSVP coordinated volunteer placements of 499 seniors who contributed over 69,501 hours of service throughout total program area. Friends RSVP coordinators work with volunteers throughout the Portsmouth region to continually serve the needs of individuals and organizations. In 2016, Portsmouth directly received 5204 hours served by Friends RSVP volunteers to Portsmouth organizations and agencies. Volunteers directly served over 1,060 Portsmouth residents by assisting in these important programs. These hours calculate to over \$120,056 in direct services and time provided to Portsmouth citizens and agencies in need. All totaled, 157 Friends RSVP Volunteers from the Portsmouth area served 9,828 hours.

- **Seacoast Community School (formerly Community Child Care Center):** Seacoast Community School, previously known as Community Child Care Center, was founded in 1967. Our mission, to provide nurturing care and exceptional education to all children of the seacoast, has held steadfast through the decades, as has our commitment to low income families and their needs. The school strives to be a leader in innovative and accessible education for children eight weeks to twelve years old, and to promote understanding of the value and positive impact of high quality early education. Serving an average full time equivalent of 300 children per day, activities include nationally accredited full day programs for infants, toddlers and preschoolers, half-day inclusive preschool options in collaboration with Portsmouth and Greenland Schools, and before and after school programming for grades K-5 in Portsmouth and Greenland.

SCS works diligently to make all programs accessible to families and their children, regardless of socio-economic status. That said, the school gives priority of service to children from families in financial need as these are the community members who benefit from our high quality early education and care the most. With the ability to access quality childcare, families are better able to gain and retain employment, receive job skill training, and maintain housing, food and other basic living necessities. SCS accepts New Hampshire State Childcare Scholarship reimbursement, and partners with the City of Portsmouth as well as other local agency and private funders to establish additional scholarship options for families. With opportunities such as the Social Services Agency Grant, we work together to meet the needs of Portsmouth's most vulnerable citizens.

As an institution long committed to our mission, we recognize the value of support from the City of Portsmouth over the years of our relationship. Celebrating our 50th year in 2017, we plan to publically recognize the literally thousands of children that have enjoyed being part of our school community, hundreds of dedicated educators who have helped us to be so successful, and the many institutional sponsors who have made this all possible. It is with heartfelt appreciation that we say thank you so much for your past support, and look forward to your support in the future.

- **Rockingham Community Action:** On July 1, 2011 RCA became a component of Southern New Hampshire Services (SNHS). RCA maintains its mission and goal of "Turning Hardship into Hope" and abiding by the National Community Action Partnership mission of "Helping People, Changing Lives". RCA's mission is to "assist people already living in poverty with direct services, including services that meet immediate critical needs to prevent more families from falling into poverty, and to assist families in finding long term solutions to their economic needs so they can eventually become self-supporting." RCA staff assist with self-sufficiency/ education, housing/energy services, crisis intervention, and health and food and nutrition. RCA provides direct assistance and serves as a conduit for Fuel Assistance and other federally-funded financial assistance programs for low-income individuals and families. Over the years RCA has assumed lead responsibility for programs enabling and supporting low-income residents in making the transition from welfare dependence to self-sufficiency. Last year 1,471 Portsmouth households received assistance valued at \$992,000 through RCA. This is not an unduplicated count; many households are represented in this count more than once depending on their variety of needs and the level of services required. Of these 1,471 households, 5 received \$16,838 of weatherization grants, 123 received \$70,761 in WIC grants. 90 received \$10,902 in homeless prevention services. 412 received \$211,526 in Fuel Assistance grants. 432 received \$186,056 in Electric Assistance discounts, 28 received \$226,106 in Head Start services, 92 received \$13,440 in emergency energy services, and 25 received \$34,827 in Asset Development & Financial services.

RCA staff works closely with the City of Portsmouth Welfare Department in providing additional financial assistance to Portsmouth residents at risk of losing housing and utility services, and with all major agencies serving Portsmouth (Cross Roads House, Portsmouth Housing Authority, Families First, Seacoast Family Food Pantry, Seacoast Mental Health Center, Haven, etc.). RCA has operated a fully staffed and cross-trained Outreach Center in Portsmouth so that applications for critical “safety net” assistance to individuals and families can be expedited. Much of the service provided by RCA reduces clients’ reliance on City Welfare funds. City funds are requested to underwrite the operations of the RCA Outreach Office

- **Haven:** For more than 35 years, A Safe Place provided services to individuals impacted by domestic violence and Sexual Assault Support Services (SASS) assisted those impacted by sexual violence. On July 1, 2015, SASS and A Safe Place officially and legally merged into one organization, HAVEN whose mission is to prevent sexual assault and domestic violence and to empower women, men, youth and families to heal from abuse and rebuild their lives.

Services include providing 24-hour confidential emergency shelter and support services via a confidential 24-hour hotline and in-person accompaniments at hospitals, police, child advocacy centers and courts and a K-12 *Safe Kids Strong Teens* prevention education program aimed to prevent sexual abuse, bullying and teen dating violence. In addition, HAVEN’s main office in Portsmouth is located at 20 International Drive at the Pease Tradeport allows those in need of assistance to access in-person support during office hours. In 2016, HAVEN assisted 156 Portsmouth residents through our 24 hour client services program and reached 866 Portsmouth students, 93 teachers, and 37 other community members with our *Safe Kids Strong Teens* prevention education program.

- **Child & Family Services of NH:** The CFS mission “advances the well-being of children by providing an array of social services to strengthen family life and promoting community commitment to meeting the needs of children.”

CFS provides high quality programs and services to help children, youth, families and seniors meet the challenges they face at every age and stage of life. Last year CFS served 107 Portsmouth residents providing 1,816 hours of service. This includes 341 days of transitional housing and 56 days at Camp Spaulding. The total dollar amount of free and subsidized services provided to Portsmouth residents was \$203,111.32.

CFS relies on the use of evidence based practices in our work with families combined with comprehensive collaboration with schools, pediatricians, community agencies and extended family members to meet the needs of our clients. Many of our services are provided in the family home, reducing transportation barriers and increasing the comfort of the families we serve. Many NH families continue to struggle economically, challenged by unemployment or working long hours at several low-paying jobs. Despite increasing numbers of insured residents in NH, many are underinsured and face high deductibles

City funds are requested to subsidize the services provided to clients unable to pay because they are uninsured or underinsured and without CFS they would have no other alternatives.

- **American Red Cross, Great Bay Chapter:** The American Red Cross prevents and alleviates human suffering in the face of emergencies by mobilizing the power of volunteers and the generosity of donors. Through its volunteers, donors and partners, the American Red Cross is always there in times of need, turning compassion into action so that all people affected by disaster receive care, shelter, and hope; our communities are prepared for disasters; everyone has access to safe, lifesaving blood and blood products; all armed services members and their families find support and comfort when needed; and there are always trained individuals nearby, ready to use their Red Cross skills to save lives.
- **AIDS Response Seacoast:** The mission of AIDS Response Seacoast is “to help prevent the spread of HIV infection through education and prevention programs for individuals, groups, and communities; to provide direct services for those living with HIV/AIDS through case management and other practical and emotional support services and to advocate on HIV/AIDS issues on the local, state, and national level.”

ARS' Teen/Young Adult HIV Prevention Program provides factual and appropriate information and prevention materials to youth aged 14 to 24 at increased risk of HIV infection. Last year ARS Outreach workers provided more than 300 Portsmouth teens and young adults with educational materials, safety supplies and skills-building strategies that promote safer behaviors. Youth were accessed both in and out of school (Portsmouth High School) and at programs in community settings, including Chase Home and Cross Roads House. City funds are requested to support Teen/Young Adult HIV Prevention Program activities.

- **Seacoast Family Food Pantry:** Founded in 1816 as the Ladies Humane Society, our agency is one of the oldest social service providers in New Hampshire. Seacoast Family Food Pantry not only provides food and basic necessities to residents of Portsmouth we also seek to inspire, encourage and teach our families how to make nutritionally sound food choices and how to prepare healthy meals. We seek partnerships with local business, farmers and grocers to obtain fresh fruits, vegetables, high quality proteins and whole grains throughout the year. Today, Seacoast Family Food Pantry serves more than 30,000 pounds of food to more than 350 families monthly and 2,500 individuals over the course of the year. SFFP has three core programs: Meals 4 Kids serving meals to more than 200 Portsmouth children during the major school breaks, Meals 4 Seniors, a pilot project delivering meals to seniors in Portsmouth, and the Pantry Market open five days a week. We believe that when the community gathers, hunger can be eliminated.
- **Community Services Program:** Community Services, located at the Community Campus in Portsmouth, runs two medication-assistance programs, which are available to adults who are uninsured or underinsured, live in low-income households, and either live in Portsmouth or are patients at Families First Health Center. The Short-Term Assistance Program provides prescriptions for emergency or short-term needs, such as antibiotics. With a prescription in hand and documentation that they meet income guidelines, clients can receive up to \$300 each year in vouchers for prescription assistance. The Long-Term Assistance program provides access to free, donated prescriptions available through pharmaceutical companies for medications taken on an ongoing basis for chronic illnesses. By helping patients enroll in the long-term program, a small investment of staff time is leveraged to access the resources of the pharmaceutical companies – roughly \$154,000 worth in calendar year 2016. The Short-Term Assistance program served 49 patients in 2016, while the Long-Term program served 101 people. The City Welfare Department refers any new applicants requesting pharmacy assistance to this program before a city welfare application is filed. About three-quarters of patients utilizing the program are Portsmouth residents. A significant number of these individuals would be the financial responsibility of Portsmouth Welfare, were this program not available through Community Services.
- **Families First Health & Support Center:** Families First is the community health center and family resource center serving the Seacoast region. Last year Families First provided approximately 1,800 low-income Portsmouth children and adults (almost 10% of the City's population) with affordable, accessible, comprehensive and prevention-focused health care, and parenting and family programs. Families First provides; general medical care for children and adults of all ages including prenatal care, dental care and education, both at the center and in Portsmouth schools. Also provided are behavioral health counseling, family support and education in group and one-on-one settings, and mobile health and dental services. Families First holds two medical clinics and one mobile dental clinic each week at Cross Roads House and weekly medical clinics at two Portsmouth churches as well as the Salvation Army and Margeson Apartments. Families First's services not only help people stay healthier and improve their quality of life, but also saves money for the city. Families First is playing a leading role in addressing the opioid epidemic by providing substance abuse treatment, medication-assisted treatment and distributing Narcan. Almost 100% of the City of Portsmouth's welfare recipients are served by Families First, which plays an essential role in returning welfare recipients to health, employability, and ultimately to independence.

Families First's mission is "to contribute to the health and well-being of the Seacoast community by providing a broad range of health and family support services to individuals and families, regardless of ability to pay." City funding is requested for salaries of Families First nurse practitioners to continue to provide essential medical services to Portsmouth residents.

- **Seacoast Family Promise** : The mission of Seacoast Family Promise is to, empower families with children experiencing homelessness, achieve lasting self-sufficiency. Current services include an empowerment model of goal setting, case management that includes life skills counseling, intense financial management and planning and banking skills. Housing is provided within 10 host, and 14 partner faith communities throughout Southern NH. Referrals are made to local mental health agencies, medical facilities, family counseling centers and programs. Mentoring from over 1,200 community volunteers and faith community members offer assistance with employment training, employment search, transportation, higher education opportunities, children's educational resources, children's physical activities, crafts, art, music, housing opportunities and post network tracking.
- **New Generation**: New Generation's mission is, "to provide a safe, family-oriented shelter for homeless pregnant women and their babies, helping to prepare and empower them to be successful in life." To date, more than 540 women have been served and 333 children have been born to mothers who lived in residence at the shelter. New Generation is not an emergency shelter where people come in and leave the next day – the average stay is 162 days, and in order to become a resident, women have to sign a contract in which they agree to participate in programming that help put them on a path to becoming a successful parent. There are strict guidelines in order to provide a continuum of care. New Generation guidelines state that each resident must attend all necessary healthcare appointments, including mental health if needed. They are also required to obtain a high school diploma or equivalency, apply for housing to a minimum of ten housing authorities, and perform job searches. All of this is monitored and evaluated by the agency's case manager.

New Generation works to empower homeless pregnant or parenting women through intensive case management, education, and support. The program is based on a family living environment that inspires each resident to be a responsible and active member of the home-based program. General care and upkeep of the home, as well as daily meal preparation, and community service projects are the responsibility of the residents who receive guidance from residential support staff and a case manager. By building long-term, comprehensive sustainable living skills, a client's ability to find permanent housing, attain work, care for themselves and their child, and make lasting steps towards their own personal goals is accelerated and attainable.

- **Seacoast Pathways**: This program is a nonprofit mental health recovery program, which provides services to Seacoast residents; currently serving over 90 people, 23 of whom are Portsmouth residents. Seacoast Pathways is a community of mutual support that helps people return to work and re-engage in the community. It provides a non-judgmental environment in which people living with mental illness work toward personal goals for jobs, education, and housing. Its mission is to support adults living with mental illness on their paths to recovery through a work-ordered day, providing a restorative environment for members to come together for health, wellness, employment, education, and fellowship. Membership is free and for life. Seacoast Pathways has made connections with Portsmouth Hospital's Behavioral Health Unit and the Seacoast Mental Health Center in their Portsmouth and Exeter locations, as well as the Seacoast NAMI support program.
- **CASA**: Court Appointed Special Advocates (CASA) of New Hampshire recruits, trains and supervises volunteers to serve as advocates for abused and neglected children in the New Hampshire court system. As part of the National CASA Association (NCASAA), we envision a world in which all children are safe, nurtured and living in permanent homes.

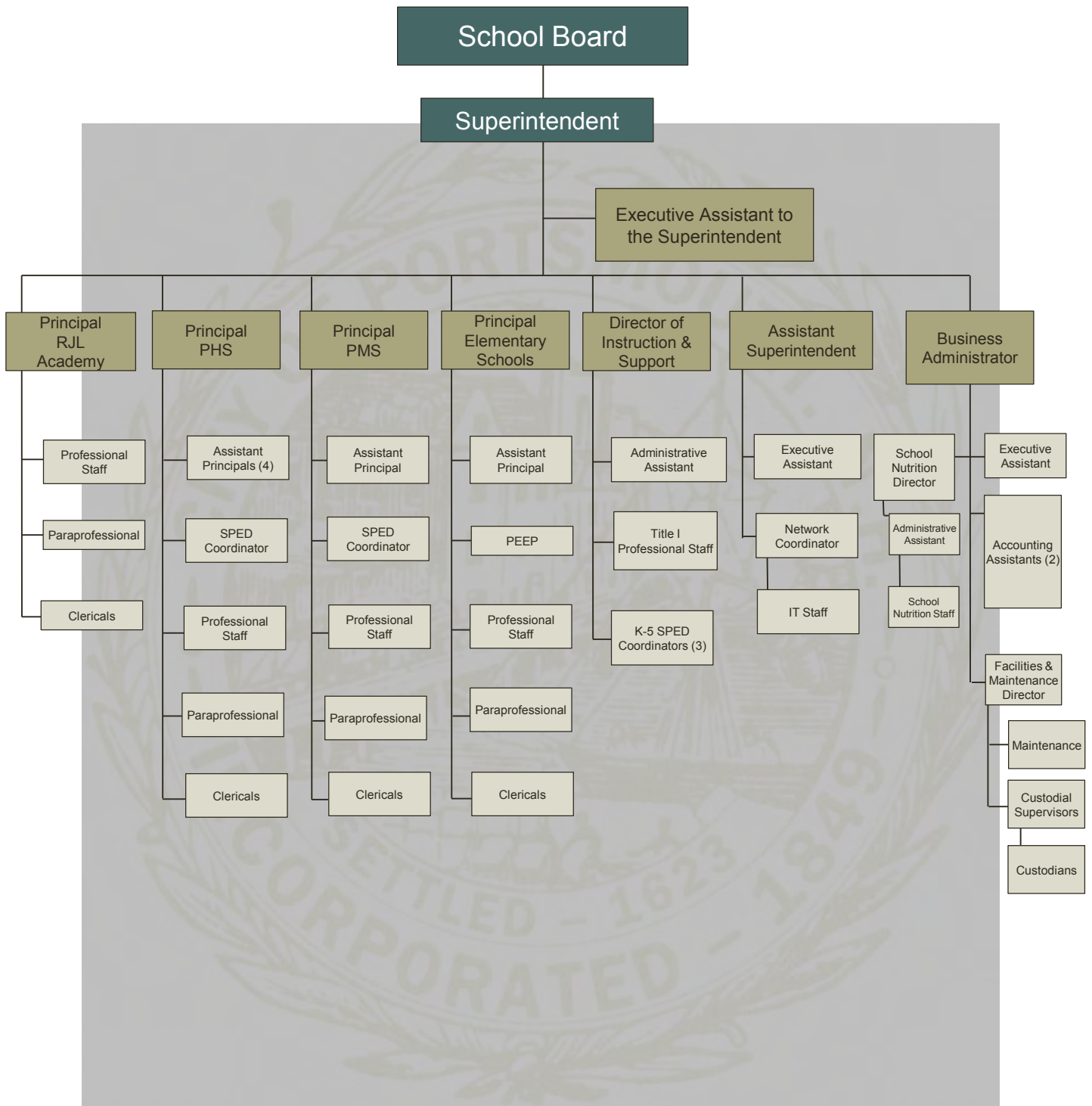
		FY16 BUDGET	FY16 ACTUAL	FY17 BUDGET	FY18 CITY MANAGER RECOMMENDED
OUTSIDE SOCIAL SERVICES					
01-793-780-51-100-437					
087001	CROSSROADS HOUSE	23,390	23,390	24,092	40,000
087002	CENTRAL VETERAN'S COUNCIL	710	710	710	1,000
087003	RICHIE MCFARLAND CHILDREN	4,043	4,043	4,164	5,000
087005	SEACOAST MENTAL HLTH CTR	9,810	9,810	10,000	10,000
087006	AREA HOMEMAKER/HOME HLTH	9,944	9,944	9,944	11,000
087008	MEALS ON WHEELS	5,108	5,108	5,261	7,500
087009	YMCA ACCESS PROGRAM	2,933	2,933	3,021	1,000
087010	SEACOAST BIG BROTH/SISTER	6,840	6,840	6,840	4,000
087012	RSVP	8,123	8,123	8,123	5,000
087013	SEACOAST COMMUNITY SCHOOL	19,545	19,545	19,545	19,545
087015	ROCKINGHAM COMM ACTION	16,107	16,107	17,000	20,000
087017	HAVEN	12,000	12,000	12,000	12,000
087018	CHILD & FAMILY SERVICES	2,022	2,202	2,083	2,083
087019	AMERICAN RED CROSS	2,668	2,668	2,668	1,000
087020	AIDS RESPONSE SEACOAST	5,857	5,857	5,857	5,857
087021	SEACOAST FAMILY FOOD PTRY	2,668	2,668	3,000	5,000
087023	COMMUNITY SERVICES	7,665	7,665	7,665	5,000
087024	FAMILIES FIRST	6,997	6,997	8,000	8,000
087025	FAMILY PROMISE	2,181	2,181	2,246	2,246
087026	NEW GENERATION	1,283	1,283	1,321	1,321
087028	SEACOAST PATHWAYS	-	-	1,000	1,000
087029	CASA	-	-	-	500
OUTSIDE SOCIA	TOTAL	149,894	150,074	154,540	168,052

NOTE: CHART ON NEXT PAGE COMBINES TOTAL CITY GRANTS PROVIDED TO SOCIAL SERVICES--FY 18 TOTAL \$250,052

**Total City Grants to Social Service Agencies
Funded from General Fund and Community Development Block Grant (CDBG) Program**

Outside Social Services Agency	FY 2017			FY 2018		
	Welfare	CDBG	Total	Welfare	CDBG	Total
				Welfare Department Budget City Manager Recommended	Citizens Advisory Committee Recommended to City Manager	Welfare Department and CDBG
AIDS Response	\$5,857	\$9,000	\$14,857	\$5,857	\$10,000	\$15,857
American Red Cross	\$2,668		\$2,668	\$1,000		\$1,000
Area Homecare & Family Services	\$9,944	\$8,500	\$18,444	\$11,000		\$11,000
CASA, Child Support/GAL Services				\$500		\$500
Central Veterans Council	\$710		\$710	\$1,000		\$1,000
Chase Home for Children		\$5,000	\$5,000		\$5,000	\$5,000
Child & Family Services of NH	\$2,083		\$2,083	\$2,083		\$2,083
Community Services/Families First (formerly InfoLink)	\$7,665		\$7,665	\$5,000		\$5,000
Cross Roads House, Inc.	\$24,092	\$10,000	\$34,092	\$40,000	\$17,000	\$57,000
Families First of the Greater Seacoast	\$8,000		\$8,000	\$8,000		\$8,000
Families First of the Greater Seacoast, Dental		\$8,500	\$8,500		\$9,000	\$9,000
Friends Program/R S V P	\$8,123		\$8,123	\$5,000		\$5,000
HAVEN-Violence Prevention and Support Services	\$12,000	\$10,000	\$22,000	\$12,000	\$13,000	\$25,000
Meals on Wheels	\$5,261		\$5,261	\$7,500		\$7,500
New Generations	\$1,321		\$1,321	\$1,321		\$1,321
New Heights, Adventures for Teens		\$5,000	\$5,000		\$6,000	\$6,000
Portsmouth Housing Authority LTD, MC3 Program		\$5,000	\$5,000		\$6,000	\$6,000
Richie McFarland Children	\$4,164		\$4,164	\$5,000		\$5,000
Rockingham Community Action	\$17,000	\$5,000	\$22,000	\$20,000	\$7,000	\$27,000
Seacoast Big Brothers/Big Sisters	\$6,840		\$6,840	\$4,000		\$4,000
Seacoast Community School	\$19,545	\$8,500	\$28,045	\$19,545	\$9,000	\$28,545
Seacoast Family Food Pantry	\$3,000		\$3,000	\$5,000		\$5,000
Seacoast Family Promise	\$2,246		\$2,246	\$2,246		\$2,246
Seacoast Mental Health Center	\$10,000	\$6,000	\$16,000	\$10,000		\$10,000
Seacoast Pathways	\$1,000		\$1,000	\$1,000		\$1,000
Seacoast YMCA	\$3,021		\$3,021	\$1,000		\$1,000
TOTAL Grants	\$154,540	\$80,500	\$235,040	\$168,052	\$82,000	\$250,052

Portsmouth School Department



Mission

“The purpose of the Portsmouth schools is to educate all students by challenging them to become thinking, responsible, contributing citizens who continue to learn throughout their lives.”

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PORTSMOUTH SCHOOL DEPARTMENT

OFFICE OF THE SUPERINTENDENT OF SCHOOLS

STEPHEN ZADRAVEC
SUPERINTENDENT OF SCHOOLS

GEORGE SHEA
ASSISTANT SUPERINTENDENT

STEPHEN T. BARTLETT
BUSINESS ADMINISTRATOR

The Honorable Jack Blalock, Mayor and Portsmouth City Councilors
Portsmouth Municipal Complex
One Junkins Avenue
Portsmouth, NH 03801

Dear Mayor Blalock and Portsmouth City Councilors,

The School Board met in August for a day-long retreat with Portsmouth School Department Administrators, and together we reviewed our goals for the upcoming year. Our goals continue to focus on teacher quality, stewardship of resources, and student achievement. We are focused this year on continuing to raise the bar for all students in our District and closing the achievement gap between our students who are socio-economically challenged and those who are not. All budgetary decisions are made with this overarching goal as a background.

There are many exciting developments going on in our schools. For example, all of our schools now have school gardens that are being used extensively during the growing season (spring and fall) by students and being incorporated into school curriculums. We are in our second year of a USDA Farm to School Grant which has helped make this vision a reality. Our students are learning the value of growing and eating food they have produced and studying all the benefits of locally-sourced food. As the recipients of the first Farm to School Grant in New Hampshire, we are very proud of our program. The USDA has visited us twice and our Nutrition Director and Farm to School Coordinator have been asked to present at National conferences. Our program is a model for other districts in New Hampshire, and we are hopeful that more districts will be receiving this type of grant in the future.

Another exciting development is the anticipated later start times in the fall at the middle and high school level. After many months of study, discussion, presentations, together with community, staff, and student input, the Board voted in December to move the start times of all schools into alignment so that the middle and high school students will now be starting at approximately 8:20 a.m., instead of 7:30 a.m. Research shows that the benefits of this change far outweigh the challenges, and we are excited to make this transition for our students this fall. While change can be hard, we are confident this will have far-reaching benefits for our students and our schools.

Much needed upgrades will continue this summer at the elementary level, with the bulk of the work occurring at Dondero Elementary School over the next two years. Upgrades will include LED lighting, a

“THE PURPOSE OF THE PORTSMOUTH SCHOOLS IS TO EDUCATE ALL STUDENTS BY CHALLENGING THEM TO BECOME THINKING, RESPONSIBLE, CONTRIBUTING CITIZENS WHO CONTINUE TO LEARN THROUGHOUT THEIR LIVES.”

AN EQUAL OPPORTUNITY EMPLOYER - EQUAL EDUCATIONAL OPPORTUNITIES

school-wide sprinkler system, and classroom improvements. Little Harbour Elementary School received similar upgrades over the previous two summers and we are excited to see these changes and upgrades coming to Dondero. We have been able to make these upgrades with an eye toward sustainability, energy conservation, and lighting improvements. These improvements will have a long-term positive impact on our energy consumption, which in turn will have a positive impact on our budget, making the initial investment very worthwhile.

Portsmouth is a community that values education and our schools benefit in immeasurable ways from this support. We are very grateful to the community for its continued support and encouragement. Donations, job internships and opportunities, partnerships, and fundraisers are just a few examples of the numerous ways our community supports our schools. We offer our sincere thanks and look forward to continuing these partnerships in the upcoming year.

Sincerely,

Leslie Stevens
School Board Chair



School Department

Services Overview

- ✓ Instructional Programs
- ✓ Support Services – Pupils
- ✓ Support Services – Instructional
- ✓ Support Services – General Administration
- ✓ Support Services – Business & Other

Department Budget Comments

The FY 18 Budget is \$46,471,405, which represents a 4.0% increase over FY 17. This Budget keeps all of our existing positions and allows us to address some pressing budget priorities. These priorities include filling existing deficits in Maintenance, as well as reallocating considerable Contracted Service expenses in Special Education in order to add a Board Certified Behavioral Analyst (BCBA) position, and make minor adjustments to Speech (increase 0.2) and Occupational Therapy (OT) (increase 0.45) staffing to better meet the needs of students.

The FY18 Budget will allow modest operating increases for specific programmatic improvements. One example is the purchase of new scheduling software at the High School to manage student scheduling in the new Teachers in Academic Support Centers (TASC) block. This 40-minute period during the day is designed with the purpose of reaching and engaging all students and teachers with dedicated time for academic support and enrichment.

One of the significant changes for the schools next year is a later start time for Middle and High School students. This change aligns with a large research base supporting improved adolescent overall wellness with later school start times. This change will necessitate additional busing needs and an increased expense of \$150,000. The Board acknowledges the support of the City in absorbing this cost in the Parking and Transportation Fund for FY 18, with the plan of stepping down that expense into the School Budget by \$50,000 increments over the next three fiscal years.

Overall, the FY 18 Budget allows us to continue high-quality programming while moving forward with District goals and priorities. The School Board is starting now to plan for potential program adjustments to be contemplated for FY 19. As was done with the process to consider a later school start time, the Board will form two committees; one to study the feasibility of an expanded preschool program and the other to study potential expansion in our World Language program, to include elementary school. These committees would meet from approximately April through October to formulate recommendations for the Board to consider in preparing the FY 19 Budget. They will review research and best practices and also engage stakeholders to make recommendations to the School Board next fall.

Position Summary Schedule

Positions Full time	FY16	FY17	FY18
Administrators	13.72	13.72	13.72
Teachers			
Classroom & Regular Program Instruction	179.29	180.67	181.11
Special Programs	21.70	21.30	21.30
Pupil Support Programs	42.55	43.45	44.30
Total Teacher	243.54	245.42	246.71
Other School Department Full Time Staff			
Clerical	20.91	20.91	20.91
Paraprofessional	43.95	43.15	49.41
School Custodians	25.88	25.88	25.88
Security	1.00	1.00	1.00
Technology Support	7.00	7.00	8.00
Maintenance	4.00	4.00	4.00
Other Full Time Staff	102.74	101.94	109.20
Total Full Time	360.0	361.08	369.63
Positions Part time	FY16	FY17	FY18
Lunch Monitors	6	6	6
School Board	9	9	9
Coaches	103	103	103
Extracurricular	112	113	113
Other	0	0	0
Total Part Time	230	231	231

Budget Summary of Expenditures

	FY16 BUDGET	FY16 ACTUAL	FY17 BUDGET	FY18 CITY MANAGER RECOMMENDED
SCHOOL DEPARTMENT				
TEACHERS	19,014,295	19,003,240	19,488,783	19,977,765
SALARIES	4,272,255	4,260,440	4,398,091	4,576,756
PART-TIME SALARIES	743,648	927,272	758,971	761,151
SCHOOL BOARD STIPENDS	14,000	13,925	14,000	14,000
OVERTIME	68,936	97,204	68,935	68,935
RETIREMENT	3,446,013	3,404,341	3,595,791	4,083,106
HEALTH INSURANCE	6,154,349	6,154,349	6,443,603	6,786,725
DENTAL INSURANCE	351,247	372,581	364,247	374,581
LEAVE AT TERMINATION	400,000	400,000	400,000	400,000
WORKERS' COMPENSATION	95,586	95,586	150,963	159,542
LIFE AND DISABILITY	185,139	189,521	185,139	188,139
PROFESSIONAL DEVELOPMENT	260,498	252,334	263,498	263,352
OTHER BENEFITS	1,874,317	1,827,458.27	1,950,442	2,009,752
<i>Contractual Obligations</i>	36,880,283	36,998,251	38,082,463	39,663,804
TUITION	821,126	764,811	853,514	940,269
TRANSPORTATION	1,043,425	1,023,915	1,086,341	1,131,214
CONTRACTED SERVICES	1,317,355	1,386,326	1,344,782	1,346,211
ADVERTISING	2,775	-	2,775	2,775
PRINTING	17,229	11,904	16,680	16,480
ELECTRICITY	883,193	733,097	832,943	832,943
NATURAL GAS	423,603	269,248	382,353	382,353
FUEL OIL	786	-	786	786
GASOLINE	18,700	7,939	15,000	13,000
REPAIR/MAINTENANCE	416,279	522,258	465,450	502,433
STUDENT BOOKS / PERIODICALS	209,018	189,786	202,779	187,589
PROFESSIONAL ORGANIZATION DUES	36,318	50,020	36,739	37,314
PROPERTY & LIABILITY	125,577	124,577	136,789	139,820
OTHER OPERATING	1,186,543	1,299,888	1,224,690	1,274,414
<i>Other Operating</i>	6,501,927	6,383,770	6,601,621	6,807,601
TOTAL	43,382,210	43,382,021	44,684,084	46,471,405

Programs and Services

Instructional Programs- Includes all direct instructional programs and resources for regular classrooms, Art, Music, Physical Education, Computers and Technology, International Language, Special Education, English as a Second Language, Enrichment, Technical Careers, Business, Media, Athletics, Extra-Curricular and Adult Education. The total student population garnered from the General Fall Report of October 1, 2016, was 2,599.

- Regular Classroom Programs
- Full-Day Kindergarten
- Other Regular Instruction: Art, Music, Physical Education, Technology, International Language
- Special Education Programs
- English as a Second Language
- Enrichment Programs
- Career Technical Education Program Instruction
- Athletics and Extra-Curricular Activity

Support Services – Pupils- Includes all direct pupil support activities such as attendance, Guidance, School Psychologist, Health and Nursing, Reading and Math Specialists, Occupational and Physical Therapy, Speech and Audiology, Athletic Trainer, Lunchroom Monitors, Behavioral Specialists and other related Pupil Support Staff.

- Attendance and Social Work
- Guidance, Health, and School Nurses
- Psychological Services
- Speech and Audiology
- Physical and Occupational Training Services
- Math and Reading Services
- Other Pupil Services, Security, and Behavioral Specialists

Support Services – Instructional- Includes all direct instructional support activities such as school libraries, system-wide Media support, City-School Library Project, Technology Plan for instructional computer purchase, curriculum coordination and development, quality schools and strategic and long-range planning.

- Improvement of Instruction; Staff Development
- Technology Plan-Instructional, Technology Purchases
- Media/Library Services

Support Services- General Administration- Includes all administrative support activities such as the School Board, Superintendent and Assistant Superintendent's office, Program Directors, and School Administration.

- School Board
- Office of the Superintendent and Assistant Superintendent
- Special Area Administration: Program Directors for Student Services, Reading, Technology, Athletics, and Technical Careers
- School Administration, School Principals and Assistant Principals

Support Services- Business & Other- Includes all system support activity such as the school business office, building operations, system-wide maintenance, pupil transportation, technical, network and computer services, property and liability insurance, telephones, employee wellness programs, wage and contract settlement contingencies, and other system-wide costs. The total square footage for all seven (7) school buildings is 640,000 square feet. The total school property includes 114 acres.

- Business/Fiscal Services
- Other Business Services: Property Insurance, Telecommunications
- District-Wide Maintenance Services
- Building and Custodial Operations, Energy and Capital Improvements
- Equipment Repair and Maintenance
- Student Transportation: Daily Buses, After-School Programs, and Out-of-District Charters
- Planning, Research and Development, Staff Services
- Information Support Services and Technology Plan
- Other Support Services, Benefits

School Board Goals and Objectives

Student Achievement

- Increase percentage of students achieving established benchmarks for career and college readiness, including, but not limited to SBAC, SAT, and a Math course beyond Algebra II, etc.
- Reduce gaps of opportunity or achievement between socioeconomic groups, including, but not limited to experiences with the Arts, enrollment in rigorous coursework, and achievement on established benchmarks for career and college readiness.
- Establish viable college and career pathways for **all** students to achieve post-secondary success.
- Increase core and enrichment opportunities in Science, Technology, Engineering, the Arts, and Mathematics (STEAM)-related activities accessible to all students.

Teacher Effectiveness

- Monitor plan for Model Teacher implementation and determine indicators of success.
- Embed 21st Century skills and competencies into core Professional Learning Community (PLC) expectations.
- Strengthen systems for intervention, including dedicated time during the school day for intervention supports.
- Support and increase 1:1 student/teacher technology practices and infrastructure.

Accountability

- Establish a baseline for “Model NH” metrics, including post-secondary success, college and career readiness, and opportunity/achievement gaps between socioeconomic groups.
- Review school-level systems of internal accountability for student growth on student achievement goals.

Stewardship of Resources

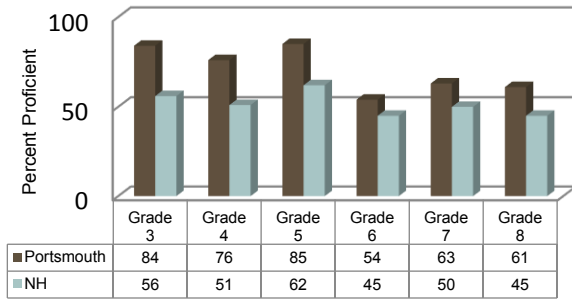
- Communicate a plan for the final phases of elementary facilities upgrades (Dondero and New Franklin)
- Continue to track energy efficiency measures towards greater efficiency and long-term savings.
- Determine any change in school start times, and communicate a clear plan to the community.
- Fully integrate sustainable practices, school gardens, and Farm to School models in all schools.
- Explore the feasibility of World Language at the elementary level.

All School Board Goals and Objectives Address Citywide Goal: Educate All Students

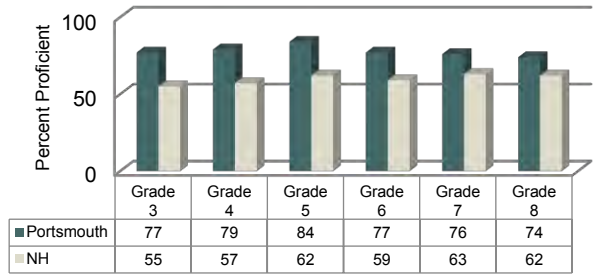
Performance Measures

The Portsmouth School District uses a number of assessment measures to monitor individual student progress and assess program effectiveness. The following graphs represent various components of student academic progress and post graduate preparation. In general, Portsmouth continues to perform well above State and National averages on many indicators of student progress. New Hampshire utilizes the Smarter Balanced Assessment Consortium (SBAC) for the State accountability assessment for grades 3 through 8 in Mathematics and English/Language Arts. Students in 11th grade took the Scholastic Aptitude Test (SAT).

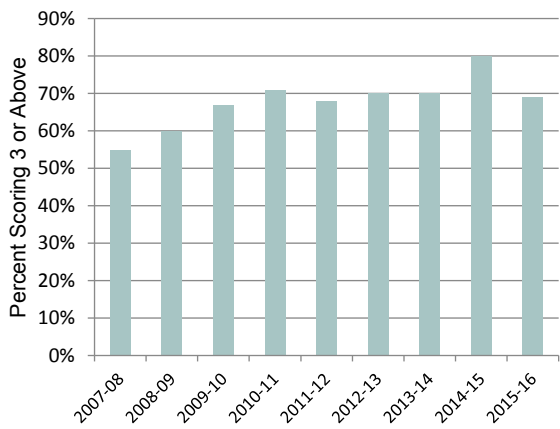
2016 Smarter Balanced Mathematics Percent Proficient



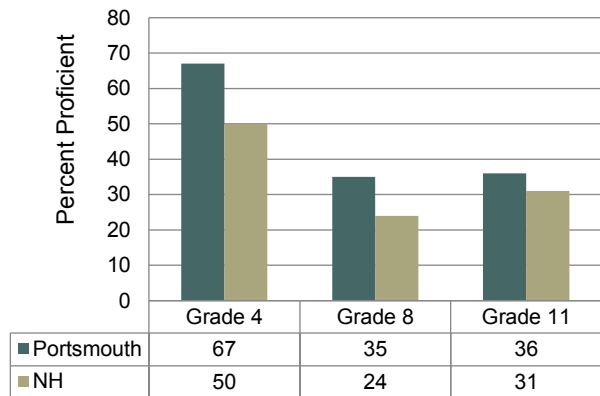
2016 Smarter Balanced English Language Arts Percent Proficient



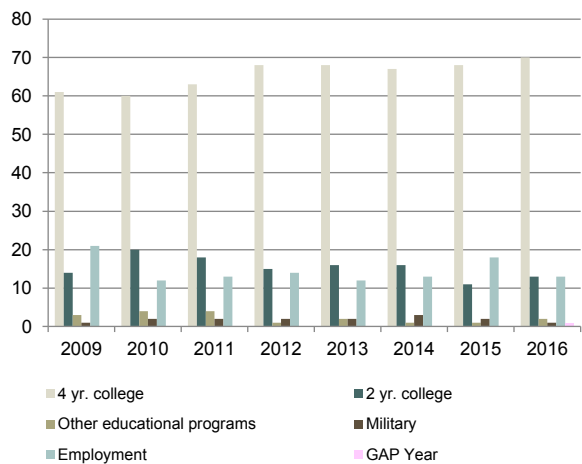
Advanced Placement Score Data



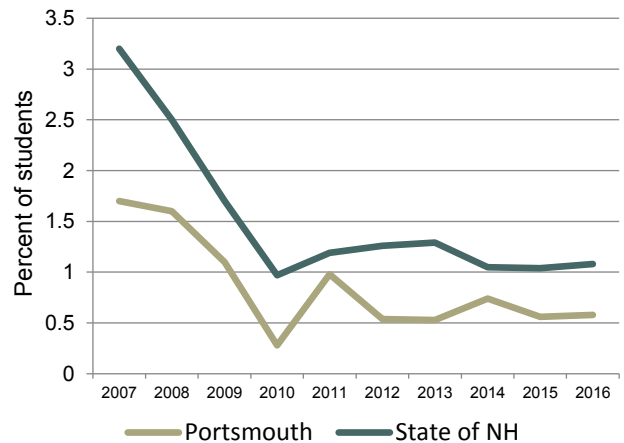
2016 Science NECAP Proficiency Portsmouth/NH



Postsecondary Pursuits



Annual Dropout Rate



PORTSMOUTH SCHOOL DEPARTMENT
SUMMARY OF COMBINED FINANCIAL OPERATIONS
For Budget Year 2017-2018
(Based on Proforma Revenue & Expenditures Estimates)

		GENERAL FUND	SPECIAL REVENUE FUND	CAPITAL PROJECTS FUND	SPECIAL REVENUE-FOOD SERVICE	TOTAL FUNDS	%
REVENUE:							
LOCAL	TAX APPROPRIATION	40,102,073 a	0	4,233,440	0	44,335,513 b	77.2%
	TUITION	6,356,282	798,716			7,154,998	12.5%
	OTHER	13,050	95,300		552,573	660,923	1.2%
	TRANSFER IN		707,791		41,000	748,791	1.3%
	GRANTS		97,367			97,367	0.2%
	Total Local Support					52,997,592	92.3%
STATE	CATASTROPHIC AID		225,000			225,000	0.4%
	SCHOOL BUILDING AID			1,836,306		1,836,306	3.2%
	REIMBURSEMENT				8,837	8,837	0.0%
	ADEQUATE EDUCATION GRANT					0	0.0%
	Total State Support					2,070,143	3.6%
FEDERAL	REIMBURSEMENT				270,374	270,374	0.5%
	GRANTS		1,486,960		44,778	1,531,738	2.7%
	MEDICAID		580,000			580,000	1.0%
	Total Federal Support					2,382,112	4.1%
TOTAL REVENUES		46,471,405	3,991,134	6,069,746	917,562	57,449,847	100.0%
EXPENDITURES:							
FOR ALL FUNDS	ELEMENTARY	17,955,271	1,192,954		335,828	19,484,053	33.9%
	MIDDLE SCHOOL	9,373,135	610,267		217,462	10,200,864	17.8%
	HIGH SCHOOL	18,394,208	2,187,913		364,272	20,946,393	36.5%
	TRANSFER OUT	748,791				748,791	1.3%
BONDED CAPITAL PROJECTS (CIP FUNDED)	INTEREST			1,657,111		1,657,111	2.9%
	DEBT REDUCTION			4,412,635		4,412,635	7.7%
TOTAL EXPENDITURES		46,471,405 c	3,991,134	6,069,746 b	917,562	57,449,847	100.0%

NOTES: a: Includes \$ 11,178,117 of Statewide Enhanced Education Tax collected locally
b: Debt service is part of the City Capital Fund and is included here for memo purposes only.
c: Budget Recommended by Portsmouth School Board

PORTSMOUTH SCHOOL DEPARTMENT
SUMMARY OF SPECIAL REVENUE PROGRAMS
For Budget Year 2017-2018
(Based on Proforma Revenue & Expenditures Estimates)

		Fund 2	Fund 3	Fund 4	Fund 7	Fund 7	Fund 7	Fund 7	Fund 7	TOTAL	%
		FEDERAL "PASS THRU" GRANTS	LOCAL GRANTS	FOOD SERVICE	TUITION "RJLA"	TUITION SPED	TUITION "LITTLE- CLIPPER"	FEES SUMMER SCHOOL	FEES DRAMA		
REVENUES:											
LOCAL	TAX APPROPRIATION				416,545	382,171				0	0.0%
	TUITION									798,716	16.3%
	OTHER			552,573			69,300	10,000	16,000	647,873	13.2%
	TRANSFER IN			41,000	307,791	400,000				748,791	15.3%
	GRANTS		97,367							97,367	2.0%
STATE	CATASTROPHIC AID					225,000				225,000	4.6%
	SCHOOL BUILDING AID									0	0.0%
	DRIVERS EDUCATION AID									0	0.0%
	REIMBURSEMENT			8,837						8,837	0.2%
	ADEQUATE EDUCATION GRANT									0	0.0%
FEDERAL	REIMBURSEMENT			270,374						270,374	5.5%
	GRANTS	1,486,960		44,778						1,531,738	31.2%
	MEDICAID					580,000				580,000	11.8%
TOTAL REVENUES		1,486,960	97,367	917,562	724,336	1,587,171	69,300	10,000	16,000	4,908,696	100.0%
EXPENDITURES:											
GENERAL FUND;		0	0	0	0	0	0	0	0	0	
CATEGORICAL FUNDS ;											
	ELEMENTARY	824,257	6,823	335,828		361,874				1,528,782	31.1%
	MIDDLE SCHOOL	84,728	15,231	217,462		506,308		4,000		827,729	16.9%
	HIGH SCHOOL	577,975	75,313	364,272	724,336	718,989	69,300	6,000	16,000	2,552,185	52.0%
TOTAL EXPENDITURES		1,486,960	97,367	917,562	724,336	1,587,171	69,300	10,000	16,000	4,908,696	100.0%

2017-2018 BUDGETED SALARY AND POSITION DETAIL

Note: All Salaries include Longevity and Advanced Degree Stipends

CENTRAL OFFICE

ADMINISTRATION	SUPERINTENDENT	148,263
	ASSISTANT SUPERINTENDENT	130,280
	TOTAL	278,543
	BUSINESS ADMINISTRATOR	114,599
	TOTAL	114,599
CLERICALS	EXEC ASST TO THE ASST SUPERINTENDENT	51,354
	EXEC ASST TO THE SUPERINTENDENT	56,200
	CLERICAL ASSISTANT 20%	8,251
	TOTAL	115,805
	ACCOUNTING CLERICAL ASSISTANT	48,114
	ACCOUNTING ASSISTANT/ACCOUNTS PAYABLE	50,850
	ACCOUNTING ASSISTANT/ACCOUNTS PAYABLE	45,231
	CLERICAL ASSISTANT 55%	22,689
	TOTAL	166,884
ADMINISTRATIVE	ADMINISTRATIVE DEGREE, EXTRA DAY	7,784
	TOTAL	7,784
PROFESSIONAL	CENTRAL OFFICE, DEGREE, EXTRA DAY, MOVING EXP	20,000
	TOTAL	20,000
CLERICAL	CLERICAL EXTRA DAY	500
	TOTAL	500
CUSTODIAL	CUSTODIAL, EXTRA DAY	500
	TOTAL	500
PROFESSIONAL	SABBATICAL	0
	TOTAL	0
	TOTAL CENTRAL OFFICE FULL TIME	704,615

DONDERO SCHOOL

ADMINISTRATION	PRINCIPAL	111,605
	TOTAL	111,605
PROFESSIONALS	KINDERGARTEN TEACHER	54,653
	KINDERGARTEN TEACHER	73,720
	KINDERGARTEN TEACHER	67,087
	KINDERGARTEN TEACHER	
	GRADE 1 TEACHER	
	GRADE 1 TEACHER	85,105
	GRADE 1 TEACHER	58,286
	GRADE 2 TEACHER	59,809
	GRADE 2 TEACHER	59,809
	GRADE 2 TEACHER	75,649
	GRADE 3 TEACHER	60,524
	GRADE 3 TEACHER	64,657
	GRADE 3 TEACHER	79,526
	GRADE 4 TEACHER	82,006
	GRADE 4 TEACHER	74,788
	GRADE 4 TEACHER	
	GRADE 5 TEACHER	56,088
	GRADE 5 TEACHER	78,646
	GRADE 5 TEACHER	67,418

2017-2018 BUDGETED SALARY AND POSITION DETAIL

Note: All Salaries include Longevity and Advanced Degree Stipends

	<u>TOTAL</u>	<u>1,097,771</u>
	GUIDANCE TEACHER	75,649
	<u>TOTAL</u>	<u>75,649</u>
MONITORS	LUNCHROOM MONITOR	3,428
	LUNCHROOM MONITOR	3,428
	<u>TOTAL</u>	<u>6,856</u>
CLERICALS	SUBSTITUTE CALLING	2,100
	ELEMENTARY PRINCIPAL'S SECRETARY	40,441
	<u>TOTAL</u>	<u>42,541</u>
CUSTODIANS	CUSTODIAL SUPERVISOR	45,615
	NIGHT SHIFT CUSTODIAN	41,851
	NIGHT SHIFT CUSTODIAN	34,674
	<u>TOTAL</u>	<u>122,140</u>
	<u>TOTAL DONDERO SCHOOL FULL TIME</u>	<u>1,456,562</u>
LITTLE HARBOUR SCHOOL		
ADMINISTRATION	PRINCIPAL	111,605
	ASST PRINCIPAL	109,529
	<u>TOTAL</u>	<u>221,134</u>
PROFESSIONALS	GRADE 2 TEACHER	85,105
	GRADE 5 TEACHER	80,353
	KINDERGARTEN TEACHER	58,286
	GRADE 3 TEACHER	85,105
	GRADE 4 TEACHER	86,550
	GRADE 4 TEACHER	79,526
	GRADE 1 TEACHER	76,035
	GRADE 3 TEACHER	76,717
	GRADE 5 TEACHER	76,035
	KINDERGARTEN TEACHER	68,137
	GRADE 1 TEACHER	85,728
	GRADE 2 TEACHER	72,947
	GRADE 4 TEACHER	75,649
	GRADE 5 TEACHER	73,720
	GRADE 4 TEACHER	79,526
	GRADE 3 TEACHER	80,353
	GRADE 2 TEACHER	73,720
	KINDERGARTEN TEACHER	85,728
	GRADE 2 TEACHER	80,353
	GRADE 5 TEACHER	82,625
	GRADE 1 TEACHER	67,418
	GRADE 1 TEACHER	80,353
	GRADE 3 TEACHER	60,524
	GRADE 5 TEACHER	58,958
	GRADE 2 TEACHER	58,286
	<u>TOTAL</u>	<u>1,887,737</u>
	GUIDANCE COUNSELOR	65,653
	GUIDANCE COUNSELOR	40% 21,304
	<u>TOTAL</u>	<u>86,957</u>
MONITORS	LUNCHROOM MONITORS	3,428
	LUNCHROOM MONITORS	3,428
	<u>TOTAL</u>	<u>6,856</u>

2017-2018 BUDGETED SALARY AND POSITION DETAIL

Note: All Salaries include Longevity and Advanced Degree Stipends

CLERICALS	SUBSTITUTE CALLING		2,465
	ELEMENTARY PRINCIPAL'S SECRETARY		40,229
	CLERICAL		14,664
	TOTAL		57,358
CUSTODIANS	CUSTODIAL SUPERVISOR		46,723
	NIGHT SHIFT CUSTODIAN		41,551
	NIGHT SHIFT CUSTODIAN		34,674
	CUSTODIAN	38%	15,157
TOTAL		138,105	
TOTAL LITTLE HARBOUR SCHOOL FULL TIME			2,398,147

NEW FRANKLIN SCHOOL

ADMINISTRATION	PRINCIPAL		112,990
	TOTAL		112,990
PROFESSIONALS	GRADE 1 TEACHER		70,552
	GRADE 1 TEACHER		79,526
	GRADE 1 TEACHER		68,137
	GRADE 2 TEACHER		83,660
	GRADE 2 TEACHER		68,137
	GRADE 3 TEACHER		86,759
	GRADE 3 TEACHER		79,526
	GRADE 3 TEACHER		77,964
	GRADE 3 TEACHER		66,750
	GRADE 4 TEACHER		76,717
	GRADE 4 TEACHER		75,649
	GRADE 5 TEACHER	50%	39,763
	GRADE 5 TEACHER		79,526
	GRADE 5 TEACHER	50%	39,763
	KINDERGARTEN TEACHER		74,067
	KINDERGARTEN TEACHER		82,006
KINDERGARTEN TEACHER		77,166	
TOTAL		1,225,668	
	GUIDANCE COUNSELOR		75,649
	GUIDANCE COUNSELOR		86,550
TOTAL		162,199	
MONITORS	LUNCH ROOM MONITORS		2,578
	LUNCH ROOM MONITORS		2,578
	TOTAL		5,156
CLERICALS	SUBSTITUTE CALLING		2,078
	ELEMENTARY PRINCIPAL'S SECRETARY		40,167
	TOTAL		42,245
CUSTODIANS	CUSTODIAL SUPERVISOR		47,239
	NIGHT SHIFT CUSTODIAN	50%	20,776
	NIGHT SHIFT CUSTODIAN		40,087
	TOTAL		108,102
TOTAL NEW FRANKLIN SCHOOL FULL TIME			1,656,360

MIDDLE SCHOOL

ADMINISTRATION	PRINCIPAL		113,359
	ASSISTANT PRINCIPAL		99,578
	TOTAL		212,937
PROFESSIONALS	SOCIAL STUDIES TEACHER		86,759

2017-2018 BUDGETED SALARY AND POSITION DETAIL

Note: All Salaries include Longevity and Advanced Degree Stipends

	SCIENCE TEACHER		56,879
	ENGLISH TEACHER		76,035
	MATH TEACHER		51,906
	ENGLISH TEACHER		83,452
	MATH TEACHER		76,415
	GRADE 6 TEACHER		86,125
	SOCIAL STUDIES TEACHER		62,187
	ENGLISH TEACHER		86,075
	SOCIAL STUDIES TEACHER		77,095
	MATH TEACHER		84,075
	GRADE 6 TEACHER		75,649
	MATH TEACHER		80,092
	ENGLISH TEACHER		68,137
	GRADE 6 TEACHER		58,852
	SOCIAL STUDIES TEACHER		51,906
	SCIENCE TEACHER		82,006
	GRADE 6 TEACHER		77,220
	ENGLISH TEACHER		79,149
	GRADE 6 TEACHER		74,067
	SCIENCE TEACHER		54,039
	SPANISH TEACHER		83,248
	SCIENCE TEACHER		81,745
	FRENCH TEACHER		77,166
	SCIENCE TEACHER		58,959
	MATH TEACHER		53,259
	TOTAL		1,882,497
	GUIDANCE COUNSELOR		85,452
	GUIDANCE COUNSELOR		75,678
	TOTAL		161,130
	SUMMER SCHOOL INSTRUCTORS		7,144
	TOTAL		7,144
	SATURDAY SCHOOL		3,501
	TOTAL		3,501
	LIBRARIAN	50%	31,137
		50%	35,276
	TOTAL		66,413
PARAPROFESSIONALS	LIBRARY PARA		24,052
	TOTAL		24,052
CLERICALS	SUBSTITUTE CALLING		3,454
	MIDDLE SCHOOL PRINCIPAL'S SECRTY		45,797
	MIDDLE SCHOOL PRINCIPAL'S SECRTY		36,632
	TOTAL		85,883
	MIDDLE SCHOOL GUIDANCE SECRTY		38,331
	TOTAL		38,331
CUSTODIANS	CUSTODIAL SUPERVISOR		46,622
	NIGHT SHIFT CUSTODIAN		34,674
	NIGHT SHIFT CUSTODIAN		41,551
	NIGHT SHIFT CUSTODIAN		41,651
	NIGHT SHIFT CUSTODIAN		41,551
	CUSTODIAN		40,087
	TOTAL		246,136
SENIOR HIGH SCHOOL	TOTAL MIDDLE SCHOOL FULL TIME		2,728,024

2017-2018 BUDGETED SALARY AND POSITION DETAIL

Note: All Salaries include Longevity and Advanced Degree Stipends

ADMINISTRATION	PRINCIPAL		123,316	
	ASSISTANT PRINCIPAL		112,148	
	ASSISTANT PRINCIPAL		103,889	
	<hr/>		TOTAL	339,353
PROFESSIONALS	ENGLISH TEACHER		53,259	
	ENGLISH TEACHER		87,382	
	ENGLISH TEACHER		85,728	
	ENGLISH TEACHER		79,526	
	ENGLISH TEACHER	67%	55,638	
	ENGLISH TEACHER		78,646	
	ENGLISH TEACHER		78,646	
	ENGLISH TEACHER		79,526	
	ENGLISH TEACHER		75,649	
	ENGLISH TEACHER	75%	60,675	
	ENGLISH TEACHER		84,070	
	ENGLISH TEACHER		52,289	
	<hr/>		TOTAL	871,034
		FOREIGN LANGUAGE TEACHER		85,728
	FOREIGN LANGUAGE TEACHER		59,921	
	FOREIGN LANGUAGE TEACHER		82,625	
	FOREIGN LANGUAGE TEACHER	67%	59,243	
	FOREIGN LANGUAGE TEACHER		78,646	
	FOREIGN LANGUAGE TEACHER		79,526	
	FOREIGN LANGUAGE TEACHER		72,947	
	FOREIGN LANGUAGE TEACHER		82,006	
<hr/>		TOTAL	600,642	
	MATH TEACHER		80,353	
	MATH TEACHER		85,728	
	MATH TEACHER		78,646	
	MATH TEACHER		78,646	
	MATH TEACHER		77,580	
	MATH TEACHER		78,646	
	MATH TEACHER		79,526	
	MATH TEACHER		79,526	
	MATH TEACHER		77,166	
	MATH TEACHER		85,728	
	MATH TEACHER		66,777	
	MATH TEACHER		82,625	
	MATH TEACHER		86,759	
<hr/>		TOTAL	1,037,706	
	SCIENCE TEACHER		92,084	
	SCIENCE TEACHER		71,847	
	SCIENCE TEACHER		82,006	
	SCIENCE TEACHER		86,550	
	SCIENCE TEACHER		79,509	
	SCIENCE TEACHER		83,248	
	SCIENCE TEACHER		87,382	
	SCIENCE TEACHER		77,580	
	SCIENCE TEACHER		83,660	
	SCIENCE TEACHER		84,070	
	SCIENCE TEACHER		55,073	
	SCIENCE TEACHER		88,204	
<hr/>		TOTAL	971,213	
	SOCIAL STUDIES TEACHER		89,250	
	SOCIAL STUDIES TEACHER		82,625	
	SOCIAL STUDIES TEACHER		87,382	
	SOCIAL STUDIES TEACHER		68,623	
	SOCIAL STUDIES TEACHER		57,567	
	SOCIAL STUDIES TEACHER	33%	29,180	
	SOCIAL STUDIES TEACHER		88,204	
	SOCIAL STUDIES TEACHER		83,452	

2017-2018 BUDGETED SALARY AND POSITION DETAIL

Note: All Salaries include Longevity and Advanced Degree Stipends

	SOCIAL STUDIES TEACHER	14,002
	SOCIAL STUDIES TEACHER	86,759
	SOCIAL STUDIES TEACHER	75,707
	TOTAL	762,751
	GUIDANCE COUNSELOR	89,705
	GUIDANCE COUNSELOR	92,921
	GUIDANCE COUNSELOR	86,392
	GUIDANCE COUNSELOR	87,915
	GUIDANCE COUNSELOR	82,852
	TOTAL	439,785
	SUMMER SCHOOL INSTRUCTORS	6,000
	TOTAL	6,000
CLERICAL	ATTENDANCE	3,468
	TOTAL	3,468
PROFESSIONAL	COUNSELOR	82,625
	TOTAL	82,625
	SATURDAY SCHOOL	5,295
	TOTAL	5,295
SECURITY	SAFETY PROGRAM	46,623
	TOTAL	46,623
PROFESSIONAL	LIBRARIAN	62,547
	LIBRARY TUTOR	26,652
	TOTAL	89,199
CLERICALS	HS ASSISTANT PRINCIPAL'S SECRETARY	36,992
	ADM ASST TO THE HS PRINCIPAL	51,506
	HS SCHEDULING/GRADING COORDINATOR/FINANCIAL AS	45,539
	HS ASSISTANT PRINCIPAL'S SECRETARY	38,542
	HS COMMUNICATIONS/RECEPTIONIST	37,831
	SUBSTITUTE CALLING	5,088
	TOTAL	215,498
	HS GUIDANCE DEPT SECRETARY	45,430
	HS REGISTRAR	51,476
	TOTAL	96,906
CUSTODIANS	CUSTODIAL SUPERVISOR	52,318
	CUSTODIAL SUPERVISOR	45,899
	NIGHT SHIFT CUSTODIAN	39,034
	CUSTODIAN	40,087
	NIGHT SHIFT CUSTODIAN	38,334
	NIGHT SHIFT CUSTODIAN	41,951
	CUSTODIAN	40,087
	NIGHT SHIFT CUSTODIAN	32,760
	NIGHT SHIFT CUSTODIAN	41,651
	NIGHT SHIFT CUSTODIAN	39,987
	NIGHT SHIFT CUSTODIAN	41,851
	TOTAL	453,959
	TOTAL SENIOR HIGH FULL TIME	6,022,057

ART

2017-2018 BUDGETED SALARY AND POSITION DETAIL

Note: All Salaries include Longevity and Advanced Degree Stipends

DO ART TEACHER		78,646
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TOTAL		78,646
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LH ART TEACHER		58,852
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TOTAL		58,852
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NF ART TEACHER	80%	66,928
<hr/>		
TOTAL		66,928
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PMS ART TEACHER		85,105
PMS ART TEACHER		78,646
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TOTAL		163,751
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PHS ART TEACHER		86,759
PHS ART TEACHER		80,353
PHS ART TEACHER		91,575
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TOTAL		258,687
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TOTAL ART FULL TIME		626,864

MUSIC

PROFESSIONALS

DO MUSIC TEACHER		33,496
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TOTAL		33,496
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LH MUSIC TEACHER		74,067
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TOTAL		74,067
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NF MUSIC TEACHER	70%	42,964
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TOTAL		42,964
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PMS MUSIC TEACHER	52%	50,884
PMS MUSIC TEACHER	60%	35,885
PMS MUSIC TEACHER	85%	70,934
PMS MUSIC TEACHER	85%	56,738
<hr/>		
TOTAL		214,441
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PHS MUSIC TEACHER	33%	32,292
PHS MUSIC TEACHER	85%	72,869
PHS MUSIC TEACHER	40%	23,924
PHS MUSIC TEACHER	25%	15,345
PHS MUSIC TEACHER	25%	11,963
<hr/>		
TOTAL		156,393
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TOTAL MUSIC FULL TIME		521,361

PHYSICAL EDUCATION

PROFESSIONALS

DO PHYS ED TEACHER		79,526
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TOTAL		79,526
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LH PHYS ED TEACHER		58,286
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TOTAL		58,286
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NF PHYS ED TEACHER		83,248
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TOTAL		83,248

2017-2018 BUDGETED SALARY AND POSITION DETAIL

Note: All Salaries include Longevity and Advanced Degree Stipends

	PMS PHYS ED TEACHER	67%	49,625
	PMS PHYS ED TEACHER	67%	55,187
	PMS PHYS ED TEACHER	67%	61,697
	TOTAL		166,509
	PHS PHYS ED TEACHER		83,660
	PHS PHYS ED TEACHER		75,707
	PHS PHYS ED TEACHER	42%	25,384
	PHS PHYS ED TEACHER	42%	28,655
	TOTAL		213,406
	ADAPTIVE PHYS ED TEACHER		84,897
	TOTAL		84,897
	TOTAL PHYS ED FULL TIME		685,872
INSTRUMENTAL MUSIC			
PROFESSIONALS	ELEM INSTRUM TEACHER	15%	14,678
	ELEM INSTRUM TEACHER	15%	12,859
	ELEM INSTRUM TEACHER	15%	12,518
	ELEM INSTRUM TEACHER	15%	10,013
	ELEM INSTRUM TEACHER	5%	2,393
	ELEM INSTRUM TEACHER	5%	3,069
	TOTAL		55,530
	TOTAL ELEM INSTRUMENTAL FULL TIME		55,530
TECHNICAL CAREERS			
PROFESSIONALS	PMS TECH CAREERS TEACHER		68,225
	PMS TECH CAREERS TEACHER		86,952
	PMS TECH CAREERS TEACHER		77,166
	PMS TECH CAREERS TEACHER		62,436
	TOTAL		294,779
	PHS TECH CAREERS TEACHER		66,372
	PHS TECH CAREERS TEACHER		77,580
	PHS TECH CAREERS TEACHER		83,660
	PHS TECH CAREERS TEACHER		86,550
	PHS TECH CAREERS TEACHER		58,852
	PHS TECH CAREERS TEACHER		79,526
	PHS TECH CAREERS TEACHER		53,259
	PHS TECH CAREERS TEACHER		78,646
	PHS TECH CAREERS TEACHER		67,625
	TOTAL		652,070
ADMINISTRATIVE	TECHNICAL CAREER DIRECTOR		108,973
	TOTAL		108,973
CLERICAL	TECH CAREERS CLERICAL		43,373
	TOTAL		43,373
	TOTAL TECH CAREERS FULL TIME		1,099,195
DRAMA			
PROFESSIONAL	DRAMA TEACHER	1	33,496
	TOTAL		33,496
	TOTAL DRAMA		33,496

2017-2018 BUDGETED SALARY AND POSITION DETAIL

Note: All Salaries include Longevity and Advanced Degree Stipends

ATHLETICS

CLERICAL	ATHLETIC DEPT CLERICAL		45,613
	<u>TOTAL</u>		<u>45,613</u>
	<u>TOTAL ATHLETICS FULL TIME</u>		<u>45,613</u>

COMPUTER

PROFESSIONAL	LH COMPUTER TEACHER		57,137
	<u>TOTAL</u>		<u>57,137</u>
	PMS COMPUTER TEACHER		56,088
	<u>TOTAL</u>		<u>56,088</u>
	PHS COMPUTER TEACHER		79,526
	<u>TOTAL</u>		<u>79,526</u>
	<u>TOTAL COMPUTER INSTRUCTION FULL TIME</u>		<u>192,751</u>

HEALTH INSTRUCTION

PROFESSIONAL	PMS HEALTH TEACHER	33%	24,442
	PMS HEALTH TEACHER	33%	27,181
	PMS HEALTH TEACHER	33%	30,387
	<u>TOTAL</u>		<u>82,010</u>
	PHS HEALTH TEACHER	71%	51,793
	PHS HEALTH TEACHER	58%	35,053
	PHS HEALTH TEACHER	66%	57,261
	PHS HEALTH TEACHER	58%	39,571
	<u>TOTAL</u>		<u>183,678</u>
	<u>TOTAL HEALTH INSTRUCTION FULL TIME</u>		<u>265,688</u>

HEALTH SERVICES

PROFESSIONAL	DO NURSE		87,382
	<u>TOTAL</u>		<u>87,382</u>
	LH NURSE		82,006
	<u>TOTAL</u>		<u>82,006</u>
	NF NURSE		88,950
	<u>TOTAL</u>		<u>88,950</u>

2017-2018 BUDGETED SALARY AND POSITION DETAIL

Note: All Salaries include Longevity and Advanced Degree Stipends

	PMS NURSE		80,353
	TOTAL		80,353
	PHS NURSE		83,660
	PHS NURSE	60%	38,041
	TOTAL		121,701
	TOTAL HEALTH SERVICES FULL TIME		460,392
ELEMENTARY LIBRARY			
	ELEM LIBRARIAN		83,660
	ELEM LIBRARIAN		79,526
	ELEM LIBRARIAN		86,759
	TOTAL		249,945
PARAPROFESSIONALS			
	DO LIBRARY PARA		27,725
	TOTAL		27,725
	LH LIBRARY PARA	0	12,010
	TOTAL		12,010
	NF LIBRARY PARA		27,285
	TOTAL		27,285
	TOTAL ELEM LIBRARY FULL TIME		316,965
MEDIA SERVICES			
TECHNICIANS			
	MEDIA TECHNICIAN III		61,928
	TOTAL		61,928
	TOTAL MEDIA SERVICES		61,928
SYSTEM-WIDE PSYCHOLOGIST			
PROFESSIONAL	SYSTEM PSYCHOLOGIST	50%	43,380
	SYSTEM PSYCHOLOGIST	50%	40,177
	BEHAVIORALIST		56,879
	TOTAL		140,436
	TOTAL PSYCHOLOGIST		140,436
READING INSTRUCTION			
PROFESSIONAL	DO READING TEACHER	40%	31,440
	DO READING TEACHER		85,728
	DO READING TEACHER	20%	15,729
	DO READING TEACHER	20%	11,621
	TOTAL		144,518
	LH READING TEACHER		83,452
	LH READING TEACHER		82,006
	LH READING TEACHER		85,105
	LH READING TEACHER	40%	21,200
	TOTAL		271,763
	NF READING TEACHER		71,847

2017-2018 BUDGETED SALARY AND POSITION DETAIL

Note: All Salaries include Longevity and Advanced Degree Stipends

	<u>TOTAL</u>		<u>71,847</u>
	PMS READING TEACHER		78,646
	<u>TOTAL</u>		<u>78,646</u>
ADMINISTRATION			
	<u>TOTAL</u>		<u>0</u>
	READING TUTORS		25,837
	READING TUTORS		21,020
	READING TUTORS		28,431
	READING TUTORS		28,431
	<u>TOTAL</u>		<u>103,719</u>
	<u>TOTAL READING FULL TIME</u>		<u>670,493</u>
PEEP			
PROFESSIONAL	PEEP TEACHER		84,897
	PEEP TEACHER	80%	57,478
	PEEP TEACHER		97,612
	<u>TOTAL</u>		<u>239,987</u>
PARAPROFESSIONALS	PEEP PARA		12,156
	PEEP PARA		9,763
	PEEP PARA		11,910
	PEEP PARA		16,269
	PEEP PARA		11,457
	<u>TOTAL</u>		<u>61,555</u>
	SUBSTITUTE CALLING		129
	<u>TOTAL</u>		<u>129</u>
	<u>TOTAL PEEP FULL TIME</u>		<u>301,671</u>
SPED ELEMENTARY			
ADMINISTRATION	ELEM SPED DIRECTOR	.33	35,989
	<u>TOTAL</u>		<u>35,989</u>
PROFESSIONALS	SUMMER LEARNING LAB		0
	<u>TOTAL</u>		<u>0</u>
	DO SPED TEACHER		70,552
	DO SPED TEACHER		79,526
	<u>TOTAL</u>		<u>150,078</u>
	LH SPED TEACHER		80,353
	LH SPED TEACHER		76,863
	<u>TOTAL</u>		<u>157,216</u>
	NF SPED TEACHER		64,657
	NF SPED TEACHER		51,906
	<u>TOTAL</u>		<u>116,563</u>
PARAPROFESSIONALS	DO SPED PARA		27,913
	DO SPED PARA		22,913
	DO SPED PARA		25,816

2017-2018 BUDGETED SALARY AND POSITION DETAIL

Note: All Salaries include Longevity and Advanced Degree Stipends

	DO SPED PARA		25,376
	DO SPED PARA		27,725
	DO SPED PARA		16,612
	DO SPED PARA		25,669
	DO SPED PARA		25,816
	DO SPED PARA		25,816
	DO SPED PARA		27,725
	DO SPED PARA		25,376
	DO SPED PARA		22,913
	DO SPED PARA		17,510
	DO SPED PARA		19,647
	TOTAL		336,827
	LH SPED PARA		26,732
	LH SPED PARA		13,366
	LH SPED PARA		22,913
	LH SPED PARA		24,823
	LH SPED PARA		11,674
	LH SPED PARA		27,578
	LH SPED PARA		25,962
	LH SPED PARA		25,962
	LH SPED PARA		23,906
	LH SPED PARA		17,510
	LH SPED PARA		13,366
	TOTAL		233,792
	LH SPED TUTOR		35,508
	TOTAL		35,508
	NF SPED PARA		20,030
	NF SPED PARA		18,970
	NF SPED PARA		20,030
	NF SPED PARA		25,669
	NF SPED PARA		24,823
	NF SPED PARA		25,319
	NF SPED PARA		25,376
	NF SPED PARA		24,873
	NF SPED PARA		22,913
	NF SPED PARA		20,030
	NF SPED PARA		18,490
	NF SPED PARA		18,970
	TOTAL		265,493
	TOTAL ELEMENTARY SPECIAL EDUCATION FULL TIME		1,331,466
SPED MIDDLE			
ADMINISTRATION	PMS SPED DIRECTOR	.33	35,989
	TOTAL		35,989
PROFESSIONAL	MS SPED TEACHER		95,852
	MS SPED TEACHER		86,550
	MS SPED TEACHER		88,605
	MS SPED TEACHER		67,418
	MS SPED TEACHER		53,259
	MS SPED TEACHER		85,105
	MS SPED TEACHER		80,353
	TOTAL		557,142
PARAPROFESSIONALS	MS SPED PARA		25,376
	MS SPED PARA		18,970
	MS SPED PARA		18,970
	MS SPED PARA		27,578
	MS SPED PARA		18,970

2017-2018 BUDGETED SALARY AND POSITION DETAIL

Note: All Salaries include Longevity and Advanced Degree Stipends

	TOTAL		109,864
	TOTAL MIDDLE SCHOOL SPECIAL EDUCATION FULL TIME		702,995
SPED SECONDARY			
ADMINISTRATION	PHS SPED DIRECTOR	.33	37,079
	TOTAL		37,079
PROFESSIONALS	PHS SPED TEACHER	50%	38,895
	PHS SPED TEACHER		56,807
	PHS SPED TEACHER		47,889
	PHS SPED TEACHER		84,897
	PHS SPED TEACHER		93,486
	PHS SPED TEACHER		60,524
	TOTAL		382,498
PARAPROFESSIONALS	PHS SPED PARA		25,376
	TOTAL		25,376
CLERICALS	PHS SPED CLERICAL		48,070
	TOTAL		48,070
	TOTAL HIGH SCHOOL SPECIAL EDUCATION FULL TIME		493,023
SPED SPEECH			
PROFESSIONALS	DO SPEECH TEACHER		87,382
	DO SPEECH TEACHER	.20	15,518
	TOTAL		102,900
	PEEP SPEECH TEACHER	80%	62,917
	TOTAL		62,917
	LH SPEECH TEACHER	80%	62,917
	LH SPEECH TEACHER	60%	51,930
	LH SPEECH TEACHER	.20	15,518
	TOTAL		130,365
	NF SPEECH TEACHER		80,353
	TOTAL		80,353
	PMS SPEECH TEACHER		86,759
	TOTAL		86,759
	PHS SPEECH TEACHER	40%	34,620
	TOTAL		34,620
	TOTAL SPEECH FULL TIME		497,914
OCCUPATIONAL THERAPY			
PROFESSIONALS	ELEM OT TEACHER	50%	26,630
	ELEM OT TEACHER	33%	28,850
	ELEM OT TEACHER	50%	31,200

2017-2018 BUDGETED SALARY AND POSITION DETAIL

Note: All Salaries include Longevity and Advanced Degree Stipends

	TOTAL		86,680
	PMS OT TEACHER	33%	28,850
	PMS OT TEACHER	50%	31,200
	TOTAL		60,050
	PHS OT TEACHER	33%	28,850
	TOTAL		28,850
	TOTAL OT FULL TIME		175,580
ENGLISH SECOND LANGUAGE			
PROFESSIONALS	ESL TEACHER	60%	35,454
	ESL TEACHER		63,708
	ESL TEACHER		62,274
	ESL TEACHER		62,092
	TOTAL		223,528
	TOTAL ESL FULL TIME		223,528
ADAPTIVE SERVICES			
TUTOR	TUTOR SERVICES		6,500
	TOTAL		6,500
	TOTAL ADAPTIVE SERVICES FULL TIME		6,500
MAINTENANCE			
	MAINTENANCE SUPERVISOR		65,646
	MAINTENANCE		52,638
	MAINTENANCE		53,878
	MAINTENANCE		52,638
	TOTAL		224,800
	TOTAL MAINTENANCE FULL TIME		224,800
TECHNOLOGY PLAN			
TECHNICIANS	TECHNICIAN III		61,713
	TECHNICIAN III		61,484
	TECHNICIAN III		70,959
	TECHNICIAN III		72,086
	TECHNICIAN III		40,148
	TECHNICIAN III		56,879
	TOTAL		363,269
	NETWORK ADMINISTRATOR		91,426
	TOTAL		91,426
	TOTAL TECHNOLOGY SERVICES FULL TIME		454,695
	TOTAL		24,554,521

	FY16 BUDGET	FY16 ACTUAL	FY17 BUDGET	FY18 CITY MANAGER RECOMMENDED
SYSTEM WIDE BENEFITS				
COST CENTER 100				
0211 HEALTH INSURANCE	6,154,349	6,154,349	6,443,603	6,786,725
0212 DENTAL INSURANCE	351,247	372,581	364,247	374,581
0213 LIFE INSURANCE	94,161	97,697	94,161	96,161
0214 DISABILITY INSURANCE	90,978	91,824	90,978	91,978
0220 F.I.C.A.	-	21,463	30,000	30,000
0231 RETIREMENT - NON-TEACHER	-	10,016	5,000	10,216
0232 RETIREMENT- TEACHER	-	51,161	55,000	61,056
0239 RETIREMENT SEVERENCE	400,000	400,000	400,000	400,000
0241 COURSE REIMB ADMINISTRATO	23,552	13,783	23,552	23,500
0242 COURSE REIMB TEACHERS	205,434	211,504	205,434	205,434
0243 COURSE REIMB CLERICALS	4,000	3,057	4,000	4,000
0244 COURSE REIMB PARAS	9,000	9,660	12,000	10,000
0245 COURSE REIMB TECHNICIANS	8,094	4,585	8,094	10,000
0250 UNEMPLOYMENT COMPENSATION	5,000	68	5,000	5,000
0260 WORKER'S COMP INSURANCE	95,586	95,586	150,963	159,542
0270 OTHER HEALTH BENEFITS/EAP	1,500	4,031	1,500	4,000
0280 CONFERENCE ALLOWANCE	10,418	9,745	10,418	10,418
0290 ASSOCIATION DUES	8,540	8,653	8,540	8,640
Total	7,461,859	7,559,763	7,912,490	8,291,251
DONDERO SCHOOL				
COST CENTER 102				
0102 TEACHER	929,883	886,018	1,062,392	1,097,771
0106 PARAPROFESSIONAL	162,377	162,540	173,765	-
0121 SUBSTITUTES PROF SHORT TE	19,637	32,538	19,637	19,637
0122 SUBSTITUTES PROF LONG TER	21,524	90,171	21,524	21,524
0220 F.I.C.A.	87,278	84,940	98,287	103,981
0231 RETIREMENT - NON-TEACHER	3,019	3,020	3,097	-
0232 RETIREMENT- TEACHER	145,713	138,839	166,477	228,817
0320 CONTRACT SERVICE;PUPILS	3,325	3,325	3,325	3,325
0610 GENERAL SUPPLIES	17,300	18,957	17,300	17,100
0641 BOOKS	7,800	7,996	7,800	7,800
0642 SOFTWARE	-	-	2,500	2,500
0644 PERIODICALS	1,800	1,800	-	-
0733 NEW EQUIPMENT	-	-	-	-
0737 REPLACEMENT EQUIPMNT	5,000	3,548	5,000	5,000
0127 SUBSTITUTES NON PROF SHOR	7,474	12,247	7,474	7,474
0220 F.I.C.A.	-	912	-	572
0114 EXTRA-CURRICULA	10,516	7,097	10,736	10,736
0220 F.I.C.A.	804	543	821	821
0232 RETIREMENT- TEACHER	1,648	812	1,682	1,864
0102 TEACHER	70,822	70,822	72,427	75,649
0220 F.I.C.A.	5,418	5,092	5,541	5,787
0232 RETIREMENT- TEACHER	11,098	11,098	11,349	13,133
0610 GENERAL SUPPLIES	300	130	300	300
0641 BOOKS	250	25	250	250
0107 MONITOR	6,588	7,512	6,720	6,856
0220 F.I.C.A.	504	575	514	524
0105 CLERICAL	2,018	1,899	2,059	2,100
0220 F.I.C.A.	154	145	158	161
0231 RETIREMENT - NON-TEACHER	225	-	230	239
0101 ADMINISTRATIVE	107,272	110,272	109,417	111,605
0105 CLERICAL	38,088	38,088	39,619	40,441
0127 SUBSTITUTES NON PROF SHOR	739	2,510	739	739
0131 OVERTIME - CLERICAL	322	-	322	322
0220 F.I.C.A.	11,201	11,300	11,482	11,713
0231 RETIREMENT - NON-TEACHER	4,290	4,254	4,461	4,639
0232 RETIREMENT- TEACHER	16,810	17,280	17,146	19,375
0534 POSTAGE	1,200	492	1,200	1,200
0550 PRINTING	220	-	220	220
0610 GENERAL SUPPLIES	-	-	-	-
0110 CUSTODIAL	125,470	114,803	119,414	122,140
0127 SUBSTITUTES NON PROF SHOR	732	62	732	732
0133 OVERTIME - CUSTODIAL	5,051	8,591	5,051	5,051
0220 F.I.C.A.	10,041	9,207	9,578	9,787
0231 RETIREMENT - NON-TEACHER	14,579	13,620	13,903	14,474
0430 REPAIRS & MAINTENANCE	5,000	4,646	5,200	5,200
Total	1,863,490	1,887,725	2,039,849	1,981,559

	FY16 BUDGET	FY16 ACTUAL	FY17 BUDGET	FY18 CITY MANAGER RECOMMENDED	
LITTLE HARBOR SCHOOL COST CENTER 104					
0102	TEACHER	1,883,363	1,814,026	1,822,022	1,887,737
0106	PARAPROFESSIONAL	111,096	101,872	103,408	-
0121	SUBSTITUTES PROF SHORT TE	19,280	57,594	19,280	19,280
0122	SUBSTITUTES PROF LONG TER	22,114	31,137	22,114	22,114
0220	F.I.C.A.	167,794	157,543	162,514	147,579
0231	RETIREMENT - NON-TEACHER	3,003	3,004	3,080	-
0232	RETIREMENT- TEACHER	318,212	309,187	308,600	327,711
0320	CONTRACT SERVICE;PUPILS	3,325	3,500	3,325	3,325
0610	GENERAL SUPPLIES	33,433	28,086	33,433	33,433
0641	BOOKS	6,580	6,538	6,580	6,580
0644	PERIODICALS	852	446	852	852
0733	NEW EQUIPMENT	4,494	-	4,494	3,224
0737	REPLACEMENT EQUIPMNT	1,000	10,081	1,000	1,000
0127	SUBSTITUTES NON PROF SHOR	10,191	14,699	10,191	10,191
0220	F.I.C.A.	-	1,124	-	780
0232	RETIREMENT- TEACHER	-	6	-	-
0114	EXTRA-CURRICULA	10,516	11,472	10,736	10,736
0220	F.I.C.A.	804	879	821	821
0231	RETIREMENT - NON-TEACHER	-	320	-	-
0232	RETIREMENT- TEACHER	1,648	1,198	1,682	1,864
0102	TEACHER	80,866	79,763	82,635	86,957
0220	F.I.C.A.	6,186	6,018	6,322	6,652
0232	RETIREMENT- TEACHER	12,672	9,473	12,949	15,096
0596	CONF & MTGS OUT OF DISTRI	675	-	818	818
0641	BOOKS	143	-	-	-
0107	MONITOR	6,588	6,826	6,720	6,856
0220	F.I.C.A.	504	522	514	524
0105	CLERICAL	2,150	2,379	2,193	2,465
0220	F.I.C.A.	164	182	168	189
0231	RETIREMENT - NON-TEACHER	240	-	245	281
0232	RETIREMENT- TEACHER	-	373	-	-
0101	ADMINISTRATIVE	193,782	190,296	197,657	221,134
0105	CLERICAL	51,398	50,366	53,488	54,893
0127	SUBSTITUTES NON PROF SHOR	369	1,891	369	369
0131	OVERTIME - CLERICAL	475	742	475	475
0220	F.I.C.A.	18,821	17,938	19,277	21,181
0231	RETIREMENT - NON-TEACHER	5,794	4,340	6,028	6,301
0232	RETIREMENT- TEACHER	30,366	29,819	30,973	38,389
0534	POSTAGE	855	497	855	855
0550	PRINTING	760	-	760	760
0610	GENERAL SUPPLIES	2,451	1,141	2,451	2,451
0110	CUSTODIAL	134,491	136,624	137,293	138,105
0127	SUBSTITUTES NON PROF SHOR	762	-	762	762
0133	OVERTIME - CUSTODIAL	5,051	15,519	5,051	5,051
0220	F.I.C.A.	10,733	11,135	10,948	11,010
0231	RETIREMENT - NON-TEACHER	15,587	17,108	15,900	16,291
0430	REPAIRS & MAINTENANCE	5,300	4,903	5,512	5,512
Total		3,184,888	3,140,567	3,114,495	3,120,604

**NEW FRANKLIN SCHOOL
COST CENTER 105**

0102	TEACHER	1,138,625	1,155,724	1,179,484	1,225,668
0106	PARAPROFESSIONAL	117,820	104,812	125,003	-
0121	SUBSTITUTES PROF SHORT TE	11,507	19,043	11,507	11,507
0122	SUBSTITUTES PROF LONG TER	13,217	2,232	13,217	13,217
0220	F.I.C.A.	98,009	91,690	101,685	95,655
0231	RETIREMENT - NON-TEACHER	-	125	-	-
0232	RETIREMENT- TEACHER	178,423	181,102	184,825	212,776
0320	CONTRACT SERVICE;PUPILS	1,800	1,800	1,800	1,800
0610	GENERAL SUPPLIES	14,075	14,030	14,075	14,075
0641	BOOKS	8,250	4,600	8,250	8,250
0642	SOFTWARE	-	-	-	1,800
0644	PERIODICALS	1,130	326	1,130	1,130
0733	NEW EQUIPMENT	4,100	3,277	1,500	1,500
0737	REPLACEMENT EQUIPMNT	2,000	2,000	2,000	2,000
0127	SUBSTITUTES NON PROF SHOR	4,327	17,479	4,327	-
0220	F.I.C.A.	331	1,337	331	-
0114	EXTRA-CURRICULA	10,516	8,053	10,736	10,736
0220	F.I.C.A.	804	616	821	821

	FY16 BUDGET	FY16 ACTUAL	FY17 BUDGET	FY18 CITY MANAGER RECOMMENDED
0232 RETIREMENT- TEACHER	1,648	1,262	1,682	1,864
0102 TEACHER	153,491	153,491	157,038	162,199
0220 F.I.C.A.	11,742	11,546	12,013	12,408
0232 RETIREMENT- TEACHER	24,052	24,052	24,608	28,190
0610 GENERAL SUPPLIES	475	432	560	560
0641 BOOKS	285	264	200	200
0107 MONITOR	4,942	4,178	5,054	5,156
0220 F.I.C.A.	378	320	387	394
0105 CLERICAL	1,623	1,949	1,656	2,078
0220 F.I.C.A.	124	149	127	159
0231 RETIREMENT - NON-TEACHER	181	218	185	236
0101 ADMINISTRATIVE	109,641	108,603	110,774	112,990
0105 CLERICAL	36,528	55,480	39,350	40,167
0127 SUBSTITUTES NON PROF SHOR	362	1,708	362	362
0131 OVERTIME - CLERICAL	214	381	214	214
0220 F.I.C.A.	11,348	12,560	11,655	11,761
0231 RETIREMENT - NON-TEACHER	4,282	5,995	4,604	4,595
0232 RETIREMENT- TEACHER	17,181	17,018	17,358	19,615
0534 POSTAGE	715	285	715	715
0550 PRINTING	600	17	600	300
0610 GENERAL SUPPLIES	900	252	900	900
0110 CUSTODIAL	106,474	105,165	107,290	108,102
0127 SUBSTITUTES NON PROF SHOR	609	-	609	609
0133 OVERTIME - CUSTODIAL	3,369	5,021	3,369	3,369
0220 F.I.C.A.	8,450	8,145	8,512	8,574
0231 RETIREMENT - NON-TEACHER	12,337	12,360	12,429	12,685
0430 REPAIRS & MAINTENANCE	2,900	2,177	3,015	3,015
Total	2,119,785	2,141,272	2,185,957	2,142,352

**MIDDLE SCHOOL
COST CENTER 108**

0102 TEACHER	1,894,920	1,874,230	1,862,075	1,882,497
0121 SUBSTITUTES PROF SHORT TE	30,182	44,556	30,182	30,182
0122 SUBSTITUTES PROF LONG TER	34,617	16,516	34,617	34,617
0220 F.I.C.A.	149,919	141,826	147,406	148,968
0232 RETIREMENT- TEACHER	296,934	291,996	291,787	326,801
0610 GENERAL SUPPLIES	42,900	43,861	43,500	46,100
0641 BOOKS	31,800	28,166	17,050	16,050
0644 PERIODICALS	1,493	1,170	3,830	3,830
0733 NEW EQUIPMENT	-	-	-	2,150
0127 SUBSTITUTES NON PROF SHOR	6,794	3,825	6,794	-
0220 F.I.C.A.	520	293	520	-
0114 EXTRA-CURRICULA	23,434	21,302	23,910	24,886
0220 F.I.C.A.	1,793	1,630	1,829	1,904
0232 RETIREMENT- TEACHER	3,672	2,751	3,747	4,320
0102 TEACHER	7,144	2,380	7,144	7,144
0220 F.I.C.A.	547	182	547	547
0232 RETIREMENT- TEACHER	1,119	-	1,119	1,240
0102 TEACHER	151,044	157,872	156,416	161,130
0105 CLERICAL	36,858	36,858	37,579	38,331
0220 F.I.C.A.	14,375	14,626	14,841	15,259
0231 RETIREMENT - NON-TEACHER	4,117	4,117	4,198	4,362
0232 RETIREMENT- TEACHER	23,669	24,785	24,510	27,972
0106 PARAPROFESSIONAL	3,501	1,700	3,501	3,501
0220 F.I.C.A.	277	128	277	268
0231 RETIREMENT - NON-TEACHER	391	27	391	-
0232 RETIREMENT- TEACHER	-	229	-	608
0102 TEACHER	59,478	59,477	61,213	66,413
0106 PARAPROFESSIONAL	23,572	23,581	24,052	24,052
0220 F.I.C.A.	6,353	6,121	6,523	6,921
0232 RETIREMENT- TEACHER	9,320	-	9,592	11,529
0532 DATA LINES	-	-	-	-
0610 GENERAL SUPPLIES	-	-	500	500
0641 BOOKS	4,958	4,922	12,000	12,000
0644 PERIODICALS	852	650	350	350
0733 NEW EQUIPMENT	8,419	8,356	3,600	-
0105 CLERICAL	2,895	3,024	2,953	3,454
0220 F.I.C.A.	221	231	226	264
0231 RETIREMENT - NON-TEACHER	323	338	330	393
0101 ADMINISTRATIVE	204,668	224,515	208,754	212,937
0105 CLERICAL	83,089	78,391	80,781	82,429
0127 SUBSTITUTES NON PROF SHOR	1,109	-	1,109	1,109
0131 OVERTIME - CLERICAL	-	-	-	-

	FY16 BUDGET	FY16 ACTUAL	FY17 BUDGET	FY18 CITY MANAGER RECOMMENDED
0220 F.I.C.A.	22,098	22,800	22,234	22,680
0231 RETIREMENT - NON-TEACHER	9,281	8,756	9,023	9,380
0232 RETIREMENT- TEACHER	32,071	35,841	32,712	36,966
0534 POSTAGE	2,000	424	2,000	2,000
0550 PRINTING	300	357	300	300
0610 GENERAL SUPPLIES	2,400	1,901	2,400	2,400
0644 PERIODICALS	99	-	99	99
0810 DUES & FEES	1,190	624	1,190	1,305
0110 CUSTODIAL	246,429	231,156	245,126	246,136
0127 SUBSTITUTES NON PROF SHOR	976	2,434	976	976
0133 OVERTIME - CUSTODIAL	6,734	3,814	6,734	6,734
0220 F.I.C.A.	19,442	17,609	19,342	19,419
0231 RETIREMENT - NON-TEACHER	28,278	26,486	28,133	28,777
0430 REPAIRS & MAINTENANCE	6,550	6,352	6,802	6,802
Total	3,545,125	3,483,182	3,506,824	3,588,992

**SENIOR HIGH SCHOOL
COST CENTER 109**

0122 SUBSTITUTES PROF LONG TER	52,721	75,275	52,721	52,721
0220 F.I.C.A.	4,033	5,696	4,033	4,033
0102 TEACHER	80,440	80,440	-	-
0220 F.I.C.A.	6,154	6,177	-	-
0232 RETIREMENT- TEACHER	12,605	12,605	-	-
0102 TEACHER	848,390	851,477	847,935	871,034
0220 F.I.C.A.	64,902	61,417	64,867	66,634
0232 RETIREMENT- TEACHER	132,943	109,329	132,871	151,212
0550 PRINTING	1,200	1,000	1,200	1,300
0610 GENERAL SUPPLIES	600	534	550	539
0641 BOOKS	5,000	8,553	5,000	6,000
0644 PERIODICALS	119	100	119	130
0733 NEW EQUIPMENT	2,500	-	1,400	300
0810 DUES & FEES	100	-	100	100
0102 TEACHER	536,965	544,001	558,891	600,642
0220 F.I.C.A.	41,078	39,882	42,755	45,949
0232 RETIREMENT- TEACHER	84,142	85,245	87,578	104,271
0610 GENERAL SUPPLIES	-	2,066	320	500
0641 BOOKS	10,820	11,583	8,500	8,500
0733 NEW EQUIPMENT	-	-	2,000	1,820
0102 TEACHER	971,988	985,894	1,013,482	1,037,706
0220 F.I.C.A.	74,357	71,724	77,531	79,385
0232 RETIREMENT- TEACHER	152,311	154,490	158,813	180,146
0610 GENERAL SUPPLIES	700	2,497	5,900	6,700
0641 BOOKS	8,000	5,422	6,800	6,000
0733 NEW EQUIPMENT	4,000	3,580	-	-
0810 DUES & FEES	380	550	380	380
0102 TEACHER	908,325	916,170	941,837	971,213
0220 F.I.C.A.	69,487	66,711	72,051	74,298
0232 RETIREMENT- TEACHER	142,335	143,564	147,586	168,603
0610 GENERAL SUPPLIES	9,500	9,915	11,350	12,322
0430 REPAIRS & MAINTENANCE	-	-	-	2,000
0641 BOOKS	8,841	9,863	10,000	3,870
0644 PERIODICALS	518	202	518	618
0733 NEW EQUIPMENT	2,000	939	2,246	4,214
0102 TEACHER	752,973	748,255	741,723	762,751
0220 F.I.C.A.	57,602	55,497	56,742	58,350
0232 RETIREMENT- TEACHER	117,991	111,058	116,228	132,414
0610 GENERAL SUPPLIES	700	74	700	225
0641 BOOKS	11,000	10,754	11,000	8,750
0644 PERIODICALS	100	-	250	300
0733 NEW EQUIPMENT	3,000	1,226	3,000	5,150
0121 SUBSTITUTES PROF SHORT TE	45,960	84,587	45,960	45,960
0220 F.I.C.A.	3,516	6,448	3,516	3,516
0231 RETIREMENT - NON-TEACHER	-	3	-	-
0232 RETIREMENT- TEACHER	-	805	-	-
0610 GENERAL SUPPLIES	23,750	21,690	23,750	23,750
0127 SUBSTITUTES NON PROF SHOR	8,492	140	8,492	-
0220 F.I.C.A.	650	11	650	-
0114 EXTRA-CURRICULA	38,966	37,140	39,927	39,927
0220 F.I.C.A.	2,981	2,841	3,054	3,054
0231 RETIREMENT - NON-TEACHER	-	468	-	-
0232 RETIREMENT- TEACHER	6,106	4,946	6,257	6,931
0102 TEACHER	6,000	5,000	6,000	6,000
0220 F.I.C.A.	459	384	459	459
0232 RETIREMENT- TEACHER	940	784	940	1,042
0105 CLERICAL	3,334	3,268	3,400	3,468
0220 F.I.C.A.	255	250	260	265

	FY16 BUDGET	FY16 ACTUAL	FY17 BUDGET	FY18 CITY MANAGER RECOMMENDED
0231 RETIREMENT - NON-TEACHER	372	365	380	395
0102 TEACHER	441,776	467,689	430,342	439,785
0105 CLERICAL	91,271	91,196	94,945	96,906
0220 F.I.C.A.	40,778	41,055	40,184	41,057
0231 RETIREMENT - NON-TEACHER	10,195	10,187	10,605	11,028
0232 RETIREMENT- TEACHER	69,226	73,340	67,435	76,347
0550 PRINTING	-	548	-	-
0610 GENERAL SUPPLIES	4,532	4,367	300	400
0642 SOFTWARE	-	-	-	10,625
0644 PERIODICALS	-	-	4,250	-
0810 DUES & FEES	90	25	470	470
0102 TEACHER	127,350	120,242	81,500	82,625
0106 PARAPROFESSIONAL	5,295	5,750	5,295	5,295
0111 SECURITY	43,694	43,718	44,546	46,623
0119 UNCLASSIFIED/UNAFFILIATED	-	-	-	-
0135 OVERTIME - SECURITY	2,615	4,447	2,615	2,615
0220 F.I.C.A.	13,690	13,005	10,248	10,493
0231 RETIREMENT - NON-TEACHER	5,472	5,529	5,567	6,206
0232 RETIREMENT- TEACHER	-	19,743	-	14,344
0320 CONTRACT SERVICE;PUPILS	7,779	2,104	2,089	2,089
0610 GENERAL SUPPLIES	500	59	500	500
0890 MISCELLANEOUS	10,755	12,430	10,755	10,755
0102 TEACHER	56,743	56,743	59,046	62,547
0106 PARAPROFESSIONAL	-	25,107	27,405	26,652
0220 F.I.C.A.	4,341	6,146	6,614	6,824
0231 RETIREMENT - NON-TEACHER	-	2,805	3,061	3,033
0232 RETIREMENT- TEACHER	8,892	8,892	9,253	10,858
0532 DATA LINES	-	-	-	-
0610 GENERAL SUPPLIES	200	143	200	200
0641 BOOKS	8,266	3,040	8,266	6,266
0644 PERIODICALS	4,500	5,945	4,500	6,500
0733 NEW EQUIPMENT	1,200	2,329	1,500	1,500
0810 DUES & FEES	260	-	260	260
0105 CLERICAL	4,957	5,045	5,056	5,088
0220 F.I.C.A.	543	386	387	389
0231 RETIREMENT - NON-TEACHER	554	564	565	579
0101 ADMINISTRATIVE	326,175	335,333	332,955	339,353
0105 CLERICAL	198,377	197,284	206,254	210,410
0127 SUBSTITUTES NON PROF SHOR	4,806	4,148	4,806	4,806
0131 OVERTIME - CLERICAL	2,103	1,162	2,103	2,103
0220 F.I.C.A.	40,657	39,579	41,778	42,585
0231 RETIREMENT - NON-TEACHER	22,394	22,166	23,273	24,184
0232 RETIREMENT- TEACHER	51,112	52,547	52,174	58,912
0440 RENTALS	1,550	807	1,692	1,692
0534 POSTAGE	7,070	7,020	7,070	7,070
0550 PRINTING	9,500	6,416	9,500	9,500
0580 TRAVEL	570	448	500	500
0610 GENERAL SUPPLIES	6,120	3,687	6,120	6,120
0733 NEW EQUIPMENT	-	-	-	-
0810 DUES & FEES	3,815	4,055	3,815	3,815
0110 CUSTODIAL	457,589	453,345	467,491	453,959
0127 SUBSTITUTES NON PROF SHOR	2,683	-	2,683	2,683
0133 OVERTIME - CUSTODIAL	15,433	21,676	15,433	15,433
0220 F.I.C.A.	36,391	33,871	37,149	36,114
0231 RETIREMENT - NON-TEACHER	52,837	53,437	53,943	53,417
0430 REPAIRS & MAINTENANCE	14,000	8,962	14,560	14,560
Total	7,541,257	7,641,414	7,553,080	7,841,922

	FY16 BUDGET	FY16 ACTUAL	FY17 BUDGET	FY18 CITY MANAGER RECOMMENDED	
ART					
COST CENTER 110					
0102	TEACHER	75,705	75,705	77,592	78,646
0220	F.I.C.A.	5,791	5,741	5,936	6,016
0232	RETIREMENT- TEACHER	11,863	11,863	12,159	13,653
0610	GENERAL SUPPLIES	3,937	3,816	4,009	4,393
0102	TEACHER	53,965	53,965	55,744	58,852
0220	F.I.C.A.	4,128	4,133	4,264	4,502
0232	RETIREMENT- TEACHER	8,456	8,456	8,735	10,217
0610	GENERAL SUPPLIES	5,925	6,198	6,331	6,061
0102	TEACHER	64,352	64,352	65,947	66,928
0220	F.I.C.A.	4,923	4,930	5,045	5,120
0232	RETIREMENT- TEACHER	10,084	10,084	10,334	11,619
0610	GENERAL SUPPLIES	3,587	3,591	3,348	3,726
0102	TEACHER	156,089	156,089	159,899	163,751
0220	F.I.C.A.	11,941	11,458	12,232	12,527
0232	RETIREMENT- TEACHER	24,459	24,459	25,056	28,427
0610	GENERAL SUPPLIES	10,670	10,341	10,670	10,670
0102	TEACHER	248,465	249,411	254,324	258,687
0220	F.I.C.A.	19,008	18,708	19,456	19,790
0232	RETIREMENT- TEACHER	38,934	39,083	39,853	44,908
0610	GENERAL SUPPLIES	33,869	33,729	31,369	31,369
0733	NEW EQUIPMENT	-	-	2,500	2,500
0737	REPLACEMENT EQUIPMNT	-	-	-	-
0610	GENERAL SUPPLIES	50	-	50	50
0430	REPAIRS & MAINTENANCE	200	198	200	200
0430	REPAIRS & MAINTENANCE	200	185	200	200
Total		796,601	796,496	815,253	842,812

MUSIC					
COST CENTER 111					
0102	TEACHER	79,594	80,384	82,307	33,496
0220	F.I.C.A.	6,089	5,762	6,296	2,562
0232	RETIREMENT- TEACHER	12,472	12,596	12,898	5,815
0610	GENERAL SUPPLIES	850	875	900	1,221
0641	BOOKS	550	499	550	550
0102	TEACHER	71,287	71,287	73,076	74,067
0220	F.I.C.A.	5,453	5,134	5,590	5,666
0232	RETIREMENT- TEACHER	11,171	11,171	11,451	12,858
0610	GENERAL SUPPLIES	1,900	1,350	1,900	1,900
0641	BOOKS	550	465	550	550
0102	TEACHER	33,310	33,310	34,589	42,964
0220	F.I.C.A.	2,548	2,475	2,646	3,287
0232	RETIREMENT- TEACHER	5,220	5,220	5,420	7,459
0610	GENERAL SUPPLIES	733	733	1,542	1,221
0641	BOOKS	550	549	550	550
0102	TEACHER	129,080	133,083	137,382	214,441
0220	F.I.C.A.	9,875	9,684	10,510	16,405
0232	RETIREMENT- TEACHER	20,227	20,854	21,528	37,227
0610	GENERAL SUPPLIES	2,000	1,854	1,500	1,500
0641	BOOKS	500	540	500	500
0102	TEACHER	137,439	137,787	141,282	156,393
0220	F.I.C.A.	10,514	9,940	10,808	11,964
0232	RETIREMENT- TEACHER	21,537	21,591	22,139	27,150
0610	GENERAL SUPPLIES	3,300	3,346	3,800	3,800
0641	BOOKS	200	-	200	200
0737	REPLACEMENT EQUIPMNT	-	-	3,000	1,000
0114	EXTRA-CURRICULA	956	956	975	975
0220	F.I.C.A.	73	73	75	75
0232	RETIREMENT- TEACHER	150	150	153	169
0114	EXTRA-CURRICULA	2,357	3,861	3,934	3,934
0220	F.I.C.A.	180	295	301	301
0232	RETIREMENT- TEACHER	369	432	616	683
0320	CONTRACT SERVICE;PUPILS	1,200	2,150	1,500	1,500
0534	POSTAGE	400	75	400	400
0610	GENERAL SUPPLIES	200	-	400	400
0810	DUES & FEES	584	570	625	625
0430	REPAIRS & MAINTENANCE	2,900	2,827	1,500	1,500
0519	TRANSPORTATION	5,450	5,450	5,450	5,450
Total		581,768	587,328	608,843	680,758

		FY16 BUDGET	FY16 ACTUAL	FY17 BUDGET	FY18 CITY MANAGER RECOMMENDED
PHYSICAL EDUCATION					
COST CENTER 112					
0102	TEACHER	76,495	76,495	78,401	79,526
0220	F.I.C.A.	5,852	5,610	5,998	6,084
0232	RETIREMENT- TEACHER	11,987	11,987	12,285	13,806
0610	GENERAL SUPPLIES	600	588	550	900
0102	TEACHER	52,479	53,165	55,421	58,286
0220	F.I.C.A.	4,015	3,830	4,240	4,459
0232	RETIREMENT- TEACHER	8,223	8,331	8,684	10,118
0610	GENERAL SUPPLIES	1,400	1,411	1,100	1,000
0102	TEACHER	53,745	53,745	82,123	83,248
0220	F.I.C.A.	4,111	3,817	6,282	6,368
0232	RETIREMENT- TEACHER	8,422	8,422	12,869	14,452
0610	GENERAL SUPPLIES	455	413	500	900
0102	TEACHER	160,517	161,154	164,316	166,509
0220	F.I.C.A.	12,280	11,764	12,570	12,738
0232	RETIREMENT- TEACHER	25,153	25,253	25,748	28,906
0610	GENERAL SUPPLIES	2,500	2,257	2,600	2,300
0102	TEACHER	223,944	256,545	204,277	213,406
0220	F.I.C.A.	17,132	18,396	15,627	16,326
0232	RETIREMENT- TEACHER	35,092	40,201	32,010	37,047
0610	GENERAL SUPPLIES	2,500	2,052	2,900	2,700
0644	PERIODICALS	200	79	100	142
0102	TEACHER	81,829	81,829	83,752	84,897
0220	F.I.C.A.	6,260	5,843	6,407	6,495
0232	RETIREMENT- TEACHER	12,823	12,823	13,124	14,738
0610	GENERAL SUPPLIES	675	643	500	700
0430	REPAIRS & MAINTENANCE	600	400	-	-
0430	REPAIRS & MAINTENANCE	800	450	400	600
0430	REPAIRS & MAINTENANCE	-	-	600	-
0430	REPAIRS & MAINTENANCE	700	547	800	800
0430	REPAIRS & MAINTENANCE	3,221	1,812	3,712	3,720
Total		814,010	849,861	837,896	871,171
INSTRUMENTAL MUSIC					
COST CENTER 113					
0102	TEACHER	102,164	103,236	105,950	55,530
0220	F.I.C.A.	7,816	7,523	8,105	4,248
0232	RETIREMENT- TEACHER	16,009	16,177	16,602	9,640
0320	CONTRACT SERVICE;PUPILS	-	-	2,000	2,000
0610	GENERAL SUPPLIES	500	493	500	500
0641	BOOKS	200	197	200	200
0320	CONTRACT SERVICE;PUPILS	500	291	540	540
0610	GENERAL SUPPLIES	750	690	750	750
0641	BOOKS	500	500	500	500
0737	REPLACEMENT EQUIPMNT	1,200	1,200	3,000	3,000
0119	UNCLASSIFIED/UNAFFILIATED	-	-	-	-
0220	F.I.C.A.	-	-	-	-
0232	RETIREMENT- TEACHER	-	-	-	-
0320	CONTRACT SERVICE;PUPILS	3,340	3,244	3,900	3,900
0610	GENERAL SUPPLIES	2,200	2,179	2,200	2,200
0641	BOOKS	500	407	300	300
0680	UNIFORMS/BOOTS	10,150	5,578	3,000	2,000
0737	REPLACEMENT EQUIPMNT	14,000	15,500	15,000	18,000
0810	DUES & FEES	2,434	2,715	2,434	2,434
0610	GENERAL SUPPLIES	300	-	100	100
0114	EXTRA-CURRICULA	5,043	5,046	5,145	5,145
0220	F.I.C.A.	386	386	394	394
0232	RETIREMENT- TEACHER	790	791	806	893
0114	EXTRA-CURRICULA	3,824	3,824	3,900	3,900
0220	F.I.C.A.	293	293	298	298
0232	RETIREMENT- TEACHER	599	599	611	677
0114	EXTRA-CURRICULA	36,372	44,759	37,099	37,328
0220	F.I.C.A.	2,782	3,425	2,838	2,856
0232	RETIREMENT- TEACHER	5,699	4,808	5,813	6,480
0610	GENERAL SUPPLIES	700	700	350	350
0430	REPAIRS & MAINTENANCE	500	500	1,000	1,000
0430	REPAIRS & MAINTENANCE	1,200	1,351	2,200	2,200
0430	REPAIRS & MAINTENANCE	3,500	3,191	3,500	3,500
0519	TRANSPORTATION	9,700	9,700	9,700	9,700
Total		233,951	239,304	238,735	180,563

	FY16 BUDGET	FY16 ACTUAL	FY17 BUDGET	FY18 CITY MANAGER RECOMMENDED	
TECHNICAL CAREERS					
COST CENTER 114					
0102	TEACHER	263,391	357,277	288,497	294,779
0220	F.I.C.A.	20,149	26,415	22,070	22,551
0232	RETIREMENT- TEACHER	41,273	55,985	45,207	51,174
0610	GENERAL SUPPLIES	3,000	3,123	3,000	3,000
0642	SOFTWARE	-	-	-	1,050
0733	NEW EQUIPMENT	1,500	1,434	1,500	1,500
0102	TEACHER	502,957	413,683	682,743	652,070
0220	F.I.C.A.	38,476	30,273	52,230	49,883
0232	RETIREMENT- TEACHER	78,813	64,824	106,986	113,199
0320	CONTRACT SERVICE;PUPILS	10,163	9,099	12,270	12,070
0440	RENTALS	500	351	500	500
0519	TRANSPORTATION	2,000	2,000	2,000	2,000
0534	POSTAGE	190	190	190	190
0550	PRINTING	750	750	200	200
0580	TRAVEL	200	677	200	200
0610	GENERAL SUPPLIES	16,800	17,333	19,000	17,500
0641	BOOKS	2,500	2,584	2,023	1,600
0642	SOFTWARE	2,200	2,927	2,200	4,225
0644	PERIODICALS	535	100	535	345
0733	NEW EQUIPMENT	14,230	9,100	-	3,750
0114	EXTRA-CURRICULA	6,620	6,620	6,756	6,756
0220	F.I.C.A.	506	506	517	517
0232	RETIREMENT- TEACHER	1,037	1,037	1,059	1,173
0101	ADMINISTRATIVE	104,742	104,742	107,089	108,973
0105	CLERICAL	40,841	42,247	42,493	43,373
0131	OVERTIME - CLERICAL	-	1,456	-	-
0220	F.I.C.A.	11,147	11,242	11,443	11,654
0231	RETIREMENT - NON-TEACHER	4,562	4,881	4,746	4,936
0232	RETIREMENT- TEACHER	16,413	16,413	16,781	18,918
0430	REPAIRS & MAINTENANCE	3,100	2,189	2,815	3,115
Total		1,188,595	1,189,461	1,435,050	1,431,201

ATHLETICS
COST CENTER 115

0220	F.I.C.A.	-	42	-	-
0320	CONTRACT SERVICE;PUPILS	2,500	2,939	2,500	3,500
0113	COACHING	5,635	4,459	5,753	5,753
0220	F.I.C.A.	431	341	440	440
0232	RETIREMENT- TEACHER	883	371	901	999
0113	COACHING	4,650	5,697	4,748	4,748
0220	F.I.C.A.	356	436	363	363
0232	RETIREMENT- TEACHER	729	590	744	824
0113	COACHING	4,070	2,753	4,156	4,156
0220	F.I.C.A.	311	211	318	318
0231	RETIREMENT - NON-TEACHER	-	65	-	-
0232	RETIREMENT- TEACHER	638	123	651	721
0113	COACHING	34,395	29,476	35,084	35,084
0119	UNCLASSIFIED/UNAFFILIATED	-	250	-	-
0220	F.I.C.A.	2,631	2,273	2,684	2,684
0231	RETIREMENT - NON-TEACHER	-	278	-	-
0232	RETIREMENT- TEACHER	5,390	2,051	5,498	6,091
0320	CONTRACT SERVICE;PUPILS	11,000	9,592	11,000	11,000
0610	GENERAL SUPPLIES	10,500	10,832	12,000	13,000
0113	COACHING	181,985	173,035	185,632	185,632
0119	UNCLASSIFIED/UNAFFILIATED	-	1,635	-	-
0220	F.I.C.A.	13,922	13,398	14,201	14,201
0232	RETIREMENT- TEACHER	28,517	6,613	29,089	32,226
0320	CONTRACT SERVICE;PUPILS	66,000	67,038	69,500	69,500
0440	RENTALS	21,500	26,031	25,000	27,500
0610	GENERAL SUPPLIES	64,500	66,774	70,000	70,000
0810	DUES & FEES	190	379	190	400
0105	CLERICAL	42,959	42,959	44,688	45,613
0131	OVERTIME - CLERICAL	290	231	290	290
0220	F.I.C.A.	3,309	3,312	3,441	3,512
0231	RETIREMENT - NON-TEACHER	4,831	4,824	5,024	5,224
0810	DUES & FEES	15,000	15,677	15,000	16,000
0320	CONTRACT SERVICE;PUPILS	45,000	45,549	45,900	45,900
0430	REPAIRS & MAINTENANCE	10,854	9,217	12,000	12,000
0519	TRANSPORTATION	1,530	134	1,530	1,530

		FY16 BUDGET	FY16 ACTUAL	FY17 BUDGET	FY18 CITY MANAGER RECOMMENDED
0519	TRANSPORTATION	18,000	13,695	18,000	18,000
0519	TRANSPORTATION	70,000	67,060	70,000	70,000
Total		672,506	630,338	696,325	707,209

**DRAMA
COST CENTER 116**

0610	GENERAL SUPPLIES	1,500	1,594	1,500	1,500
0102	TEACHER	21,571	22,571	22,663	33,496
0611	F.I.C.A.	1,650	1,244	1,734	2,562
0612	RETIREMENT- TEACHER	3,380	-	3,551	5,815
0114	EXTRA-CURRICULA	1,655	1,655	1,688	2,663
0220	F.I.C.A.	127	127	129	204
0232	RETIREMENT- TEACHER	259	-	265	462
0610	GENERAL SUPPLIES	3,500	4,536	3,500	3,500
0641	BOOKS	890	-	890	890
0114	EXTRA-CURRICULA	10,267	6,621	12,161	12,161
0220	F.I.C.A.	785	507	930	930
0232	RETIREMENT- TEACHER	1,609	519	1,906	2,111
0233	CONTRACT SERVICE;PUPILS	500	-	500	2,500
0320	CONTRACT SERVICE;PUPILS	6,900	8,123	9,000	9,000
0550	PRINTING	800	151	800	800
0430	REPAIRS & MAINTENANCE	3,800	2,947	3,800	3,800
Total		59,193	50,594	65,017	82,394

**K-12 COMPUTER
COST CENTER 117**

0102	TEACHER	52,266	52,266	54,120	57,137
0220	F.I.C.A.	3,998	4,020	4,140	4,371
0232	RETIREMENT- TEACHER	8,190	8,190	8,481	9,919
0102	TEACHER	82,584	84,984	51,960	56,088
0106	PARAPROFESSIONAL	27,314	28,464	27,871	-
0220	F.I.C.A.	8,407	8,619	6,107	4,291
0231	RETIREMENT - NON-TEACHER	3,051	3,179	3,113	-
0232	RETIREMENT- TEACHER	12,941	13,317	8,142	9,737
0102	TEACHER	75,705	75,705	77,592	79,526
0220	F.I.C.A.	5,791	5,630	5,936	6,084
0232	RETIREMENT- TEACHER	11,863	11,863	12,159	13,806
0610	GENERAL SUPPLIES	13,000	15,792	17,000	20,000
0641	BOOKS	2,000	1,276	1,000	1,000
0642	SOFTWARE	8,250	5,958	5,250	3,000
0810	DUES & FEES	1,250	-	1,250	500
Total		316,610	319,263	284,121	265,459

**HEALTH INSTRUCTION
COST CENTER 119**

0610	GENERAL SUPPLIES	529	500	800	850
0610	GENERAL SUPPLIES	1,603	1,314	1,000	1,200
0644	PERIODICALS	200	160	400	250
0320	CONTRACT SERVICE;PUPILS	1,720	991	1,850	1,750
0102	TEACHER	79,061	49,736	80,932	82,010
0220	F.I.C.A.	6,048	3,620	6,191	6,274
0232	RETIREMENT- TEACHER	12,389	7,794	12,682	14,237
0102	TEACHER	123,401	122,888	189,428	183,678
0220	F.I.C.A.	9,440	9,143	14,491	14,051
0232	RETIREMENT- TEACHER	19,337	10,617	29,683	31,887
Total		253,728	206,761	337,457	336,187

	FY16 BUDGET	FY16 ACTUAL	FY17 BUDGET	FY18 CITY MANAGER RECOMMENDED
ENRICHMENT				
COST CENTER 130				
0114 EXTRA-CURRICULA	9,000	5,214	9,000	9,000
0220 F.I.C.A.	689	177	689	689
0232 RETIREMENT- TEACHER	1,410	235	1,410	1,562
Total	11,099	5,627	11,099	11,251
DISTRICT -WIDE ASSESSMENT				
COST CENTER 131				
0102 TEACHER	-	500	-	-
0220 F.I.C.A.	-	38	-	-
0232 RETIREMENT- TEACHER	-	78	-	-
0320 CONTRACT SERVICE;PUPILS	19,435	17,792	19,435	19,435
Total	19,435	18,409	19,435	19,435
ELEMENTARY MATHEMATICS				
COST CENTER 132				
0102 TEACHER	-	-	-	-
0220 F.I.C.A.	-	-	-	-
0232 RETIREMENT- TEACHER	-	-	-	-
0320 CONTRACT SERVICE;PUPILS	25,000	24,292	25,000	25,000
0641 BOOKS	17,433	22,401	17,433	17,433
0610 GENERAL SUPPLIES	3,100	3,090	3,100	3,100
0641 BOOKS	1,493	1,484	1,493	1,493
0610 GENERAL SUPPLIES	5,314	5,233	5,314	5,314
0641 BOOKS	2,559	2,563	2,559	2,559
0610 GENERAL SUPPLIES	2,657	2,632	2,657	2,657
0641 BOOKS	1,279	1,000	1,279	1,279
0610 GENERAL SUPPLIES	1,803	1,772	1,803	1,803
0641 BOOKS	867	853	867	867
0131 OVERTIME - CLERICAL	-	166	-	-
0220 F.I.C.A.	-	12	-	-
0231 RETIREMENT - NON-TEACHER	-	19	-	-
Total	61,505	65,516	61,505	61,505
HEALTH INSTRUCTION				
COST CENTER 134				
0102 TEACHER	82,584	84,162	86,156	87,382
0220 F.I.C.A.	6,318	6,139	6,591	6,685
0232 RETIREMENT- TEACHER	12,941	13,188	13,501	15,170
0102 TEACHER	78,862	78,862	80,821	82,006
0220 F.I.C.A.	6,033	5,717	6,183	6,272
0232 RETIREMENT- TEACHER	12,358	12,358	12,665	14,236
0102 TEACHER	85,092	85,882	87,805	88,950
0220 F.I.C.A.	6,510	6,393	6,717	6,805
0232 RETIREMENT- TEACHER	13,334	13,458	13,759	15,442
0102 TEACHER	76,495	77,285	79,208	80,353
0220 F.I.C.A.	5,852	5,499	6,059	6,147
0232 RETIREMENT- TEACHER	11,987	12,111	12,412	13,949
0102 TEACHER	112,293	119,194	116,900	121,701
0220 F.I.C.A.	8,590	8,414	8,943	9,310
0232 RETIREMENT- TEACHER	17,596	12,358	18,318	21,127
0320 CONTRACT SERVICE;PUPILS	800	800	800	800
0550 PRINTING	99	-	100	100
0610 GENERAL SUPPLIES	5,500	4,320	5,500	5,500
0644 PERIODICALS	100	-	100	100
0733 NEW EQUIPMENT	1,000	1,000	1,000	1,000
0430 REPAIRS & MAINTENANCE	800	-	800	800
Total	545,144	547,137	564,338	583,835

		FY16 BUDGET	FY16 ACTUAL	FY17 BUDGET	FY18 CITY MANAGER RECOMMENDED
ELEMENTARY LIBRARY					
COST CENTER 135					
0102	TEACHER	239,684	240,474	246,368	249,945
0220	F.I.C.A.	18,336	17,603	18,847	19,121
0232	RETIREMENT- TEACHER	37,558	37,682	38,606	43,390
0106	PARAPROFESSIONAL	27,027	27,037	27,725	27,725
0220	F.I.C.A.	2,068	1,979	2,121	2,121
0231	RETIREMENT - NON-TEACHER	3,019	3,020	3,097	3,155
0532	DATA LINES	-	-	-	-
0610	GENERAL SUPPLIES	950	525	950	950
0641	BOOKS	7,485	7,143	6,785	7,292
0644	PERIODICALS	660	481	660	660
0106	PARAPROFESSIONAL	11,770	11,892	12,010	12,010
0220	F.I.C.A.	900	913	919	919
0231	RETIREMENT - NON-TEACHER	1,315	-	-	-
0532	DATA LINES	-	-	-	-
0610	GENERAL SUPPLIES	1,250	1,040	1,250	1,250
0641	BOOKS	9,440	9,240	11,347	10,443
0644	PERIODICALS	650	637	500	500
0106	PARAPROFESSIONAL	26,740	26,790	27,285	27,285
0220	F.I.C.A.	2,046	2,056	2,087	2,087
0231	RETIREMENT - NON-TEACHER	2,987	2,992	3,048	3,105
0610	GENERAL SUPPLIES	855	855	855	855
0641	BOOKS	6,709	6,637	5,652	6,049
0644	PERIODICALS	592	592	592	592
Total		402,041	399,588	410,704	419,454
MEDIA SERVICES					
COST CENTER 136					
0733	NEW EQUIPMENT	1,175	937	1,175	1,175
0733	NEW EQUIPMENT	600	546	600	400
0320	CONTRACT SERVICE;PUPILS	285	285	285	285
0430	REPAIRS & MAINTENANCE	3,420	-	3,420	3,420
0733	NEW EQUIPMENT	2,800	2,416	2,800	2,800
0737	REPLACEMENT EQUIPMNT	755	570	755	955
0610	GENERAL SUPPLIES	9,616	9,727	9,616	9,616
0108	TECHNICIAN	59,450	72,317	60,670	61,928
0220	F.I.C.A.	4,548	5,563	4,641	4,737
0231	RETIREMENT - NON-TEACHER	6,641	8,268	6,777	7,047
Total		89,290	100,628	90,739	92,363
SYSTEM-WIDE PSYCHOLOGIS					
COST CENTER 137					
0102	TEACHER	80,413	47,881	82,371	140,436
0119	UNCLASSIFIED/UNAFFILIATED	-	-	-	-
0220	F.I.C.A.	6,152	3,459	6,301	10,743
0232	RETIREMENT- TEACHER	12,601	6,545	12,908	24,380
0310	CONTRACT SERVICE;ADMIN	3,000	-	3,000	3,000
0320	CONTRACT SERVICE;PUPILS	3,783	12,638	8,783	8,783
0610	GENERAL SUPPLIES	1,305	1,159	1,435	1,435
0733	NEW EQUIPMENT	2,087	2,064	1,957	1,957
Total		109,341	73,746	116,755	190,734
INTERDISCIPLINARY MATRL					
COST CENTER 138					
0733	NEW EQUIPMENT	1,893	1,600	1,893	1,893
0641	BOOKS	526	148	526	526
0610	GENERAL SUPPLIES	3,156	3,122	3,156	3,156
0733	NEW EQUIPMENT	3,177	3,141	732	3,177
0641	BOOKS	883	739	2,083	883
0610	GENERAL SUPPLIES	5,297	5,043	6,542	5,297
0733	NEW EQUIPMENT	1,689	1,672	689	1,689
0641	BOOKS	470	441	470	470
0610	GENERAL SUPPLIES	2,818	2,592	3,818	2,818
Total		19,909	18,498	19,909	19,909

	FY16 BUDGET	FY16 ACTUAL	FY17 BUDGET	FY18 CITY MANAGER RECOMMENDED
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**READING INSTRUCTION
COST CENTER 139**

0102	TEACHER	126,430	126,643	142,497	144,518
0119	UNCLASSIFIED/UNAFFILIATED	-	2,456	-	-
0220	F.I.C.A.	9,672	9,081	10,901	11,056
0232	RETIREMENT- TEACHER	19,812	15,100	22,329	25,088
0610	GENERAL SUPPLIES	2,591	2,618	2,591	2,591
0641	BOOKS	4,126	4,009	4,126	4,126
0102	TEACHER	251,833	251,677	267,832	271,763
0220	F.I.C.A.	19,265	18,417	20,489	20,790
0232	RETIREMENT- TEACHER	39,462	37,868	41,969	47,178
0610	GENERAL SUPPLIES	4,065	4,065	4,065	4,065
0641	BOOKS	6,479	6,598	6,479	6,479
0102	TEACHER	140,328	139,396	116,513	71,847
0220	F.I.C.A.	10,735	10,237	8,913	5,496
0232	RETIREMENT- TEACHER	21,989	21,540	18,258	12,473
0610	GENERAL SUPPLIES	2,234	599	2,234	2,234
0641	BOOKS	3,557	826	3,557	3,557
0102	TEACHER	75,705	75,705	77,592	78,646
0220	F.I.C.A.	5,791	5,517	5,936	6,016
0232	RETIREMENT- TEACHER	11,863	11,863	12,159	13,653
0610	GENERAL SUPPLIES	665	223	665	665
0641	BOOKS	1,900	1,339	1,900	1,900
0220	F.I.C.A.	2,415	2,565	1,965	7,935
0106	PARAPROFESSIONAL	21,009	24,073	25,690	103,719
0231	RETIREMENT - NON-TEACHER	-	-	-	11,803
0119	UNCLASSIFIED/UNAFFILIATED	-	9,428	-	-
0320	CONTRACT SERVICE;PUPILS	11,393	-	-	-
0610	GENERAL SUPPLIES	300	-	300	300
0641	BOOKS	750	99	750	750
0644	PERIODICALS	950	69	950	950
0101	ADMINISTRATIVE	101,319	96,013	-	-
0220	F.I.C.A.	7,751	7,150	-	-
0232	RETIREMENT- TEACHER	15,877	15,045	-	-
0580	TRAVEL	869	-	869	869
Total		921,135	900,218	801,529	860,467

**PUPIL ENTITLEMENT
COST CENTER 145**

0890	MISCELLANEOUS	1,020	-	1,020	1,020
0890	MISCELLANEOUS	105	3,102	105	105
0890	MISCELLANEOUS	1,560	-	1,560	1,560
0890	MISCELLANEOUS	840	-	840	840
Total		3,525	3,102	3,525	3,525

	FY16 BUDGET	FY16 ACTUAL	FY17 BUDGET	FY18 CITY MANAGER RECOMMENDED
PEEP				
COST CENTER 150				
0121	-	4,083	-	-
0122	-	-	-	-
0220	-	304	-	-
0102	224,066	224,888	230,198	239,987
0106	56,626	53,414	59,022	61,555
0127	-	1,185	-	-
0220	21,473	20,577	22,125	23,068
0232	35,111	35,240	36,072	41,662
0320	5,310	16,823	5,310	7,310
0610	950	696	950	950
0641	285	304	285	285
0733	475	490	475	475
0105	-	801	-	129
0220	-	61	-	10
0231	-	50	-	-
0534	74	88	74	74
0127	-	604	-	-
0220	-	46	-	-
0430	500	480	520	520
Total	344,870	360,135	355,031	376,025

SPED ELEMENTARY				
COST CENTER 151				
0127	-	-	-	4,327
0220	-	-	-	331
0232	-	-	-	-
0610	1,433	1,402	1,433	1,433
0641	2,160	431	2,160	2,160
0733	975	1,571	975	975
0102	133,606	142,454	145,855	150,078
0106	153,018	146,020	151,002	336,827
0220	21,927	21,090	22,710	37,248
0231	6,070	6,072	6,210	9,487
0232	20,936	22,323	22,855	26,054
0102	174,406	162,599	155,993	157,216
0104	35,994	34,823	36,703	35,508
0106	104,746	82,737	107,708	233,792
0220	24,109	19,558	22,981	32,628
0231	12,943	10,023	10,310	6,180
0232	27,329	25,479	24,444	27,293
0102	142,917	142,917	112,715	116,563
0106	96,550	106,819	96,887	265,493
0220	18,319	18,403	16,035	29,227
0231	3,019	93	-	-
0232	22,395	22,395	17,662	20,235
0119	-	6,093	-	-
0220	-	461	-	-
0231	-	34	-	-
0232	-	8	-	-
0320	13,920	15,683	13,920	19,720
0101	-	-	35,639	35,989
0220	-	-	2,726	2,753
0232	-	-	5,585	6,248
0534	500	-	500	500
0430	-	-	-	-
0519	200	-	200	200
Total	1,017,472	989,487	1,013,208	1,558,465

	FY16 BUDGET	FY16 ACTUAL	FY17 BUDGET	FY18 CITY MANAGER RECOMMENDED
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**SPED MIDDLE
COST CENTER 152**

0102	TEACHER	495,032	635,506	544,540	557,142
0106	PARAPROFESSIONAL	125,259	110,296	125,769	109,864
0127	SUBSTITUTES NON PROF SHOR	-	-	-	6,794
0220	F.I.C.A.	47,452	54,354	51,279	51,546
0231	RETIREMENT - NON-TEACHER	6,054	6,075	6,194	3,138
0232	RETIREMENT- TEACHER	77,572	94,497	85,329	96,720
0610	GENERAL SUPPLIES	655	480	655	3,521
0641	BOOKS	570	568	570	570
0642	SOFTWARE	3,866	405	3,866	1,000
0644	PERIODICALS	-	-	-	-
0733	NEW EQUIPMENT	665	544	665	665
0114	EXTRA-CURRICULA	-	3,905	2,012	2,012
0220	F.I.C.A.	-	151	154	154
0232	RETIREMENT- TEACHER	-	309	315	349
0119	UNCLASSIFIED/UNAFFILIATED	-	3,242	-	-
0220	F.I.C.A.	-	248	-	-
0231	RETIREMENT - NON-TEACHER	-	105	-	-
0320	CONTRACT SERVICE;PUPILS	3,381	8,720	3,381	5,981
0101	ADMINISTRATIVE	-	-	35,639	35,989
0220	F.I.C.A.	-	-	2,726	2,753
0232	RETIREMENT- TEACHER	-	-	5,585	6,248
0580	TRAVEL	71	-	71	71
Total		760,577	919,404	868,750	884,517

**SPED SECONDARY
COST CENTER 153**

0102	TEACHER	488,308	397,996	409,253	382,498
0106	PARAPROFESSIONAL	24,869	24,879	25,376	25,376
0127	SUBSTITUTES NON PROF SHOR	-	-	-	8,492
0220	F.I.C.A.	39,258	29,284	33,249	31,852
0232	RETIREMENT- TEACHER	76,518	56,489	64,130	66,402
0610	GENERAL SUPPLIES	2,988	2,391	2,988	2,988
0641	BOOKS	570	475	570	570
0644	PERIODICALS	95	75	95	95
0733	NEW EQUIPMENT	380	290	380	380
0114	EXTRA-CURRICULA	-	-	2,012	2,012
0220	F.I.C.A.	-	-	154	154
0232	RETIREMENT- TEACHER	-	-	315	349
0119	UNCLASSIFIED/UNAFFILIATED	-	5,130	-	-
0220	F.I.C.A.	-	390	-	-
0231	RETIREMENT - NON-TEACHER	-	370	-	-
0232	RETIREMENT- TEACHER	-	44	-	-
0320	CONTRACT SERVICE;PUPILS	6,512	9,050	6,512	7,292
0101	ADMINISTRATIVE	-	-	35,639	37,079
0105	CLERICAL	45,253	45,401	47,097	48,070
0220	F.I.C.A.	3,462	3,323	6,329	6,514
0231	RETIREMENT - NON-TEACHER	5,055	5,071	5,261	5,470
0232	RETIREMENT- TEACHER	-	-	5,585	6,437
0519	TRANSPORTATION	304	242	304	304
Total		693,572	580,900	645,249	632,334

	FY16 BUDGET	FY16 ACTUAL	FY17 BUDGET	FY18 CITY MANAGER RECOMMENDED
SPED SPEECH				
COST CENTER 156				
0102 TEACHER	82,584	82,584	84,543	102,900
0220 F.I.C.A.	6,318	6,220	6,468	7,872
0232 RETIREMENT- TEACHER	12,941	12,941	13,248	17,863
0102 TEACHER	30,282	61,212	62,704	62,917
0220 F.I.C.A.	2,317	3,955	4,797	4,813
0232 RETIREMENT- TEACHER	4,745	9,592	9,826	10,922
0102 TEACHER	110,608	111,579	128,811	130,365
0220 F.I.C.A.	8,461	8,354	9,854	9,973
0232 RETIREMENT- TEACHER	17,332	17,484	20,185	22,631
0102 TEACHER	76,495	76,495	78,401	80,353
0220 F.I.C.A.	5,852	5,609	5,998	6,147
0232 RETIREMENT- TEACHER	11,987	11,987	12,285	13,949
0102 TEACHER	45,423	83,539	85,533	86,759
0220 F.I.C.A.	3,475	6,156	6,543	6,637
0232 RETIREMENT- TEACHER	7,118	13,090	13,403	15,061
0102 TEACHER	33,362	33,362	34,146	34,620
0220 F.I.C.A.	2,552	2,427	2,612	2,648
0232 RETIREMENT- TEACHER	5,228	5,228	5,351	6,010
0320 CONTRACT SERVICE;PUPILS	-	326	-	1,500
0610 GENERAL SUPPLIES	2,705	1,900	2,705	2,705
0641 BOOKS	1,350	749	1,350	1,350
0733 NEW EQUIPMENT	-	-	-	-
Total	471,135	554,788	588,763	627,995
OCCUPATIONAL THERAPY				
COST CENTER 157				
0102 TEACHER	-	145,118	-	86,680
0220 F.I.C.A.	-	10,512	-	6,631
0232 RETIREMENT- TEACHER	-	4,144	-	15,048
0102 TEACHER	-	-	-	60,050
0220 F.I.C.A.	-	-	-	4,594
0232 RETIREMENT- TEACHER	-	-	-	10,425
0102 TEACHER	-	-	-	28,850
0220 F.I.C.A.	-	-	-	2,207
0232 RETIREMENT- TEACHER	-	-	-	5,008
0102 TEACHER	153,973	-	127,156	-
0119 UNCLASSIFIED/UNAFFILIATED	-	-	-	-
0220 F.I.C.A.	11,779	-	9,727	-
0232 RETIREMENT- TEACHER	24,128	-	19,925	-
0610 GENERAL SUPPLIES	1,050	1,718	1,050	1,050
0641 BOOKS	400	328	400	400
0733 NEW EQUIPMENT	1,640	1,283	1,640	1,640
Total	192,970	163,103	159,898	222,583
ENGLISH SECOND LANGUAGE				
COST CENTER 159				
0102 TEACHER	146,895	148,368	205,606	223,528
0106 PARAPROFESSIONAL	-	1,180	-	-
0220 F.I.C.A.	-	90	-	-
0220 F.I.C.A.	11,237	10,942	15,729	17,100
0232 RETIREMENT- TEACHER	23,018	18,030	32,218	38,804
0610 GENERAL SUPPLIES	664	-	664	664
0641 BOOKS	1,216	100	1,216	1,216
Total	183,030	178,710	255,433	281,312

	FY16 BUDGET	FY16 ACTUAL	FY17 BUDGET	FY18 CITY MANAGER RECOMMENDED
ADAPTIVE SERVICES				
COST CENTER 160				
0104 TUTOR	6,500	270	6,500	6,500
0220 F.I.C.A.	497	9	497	497
0231 RETIREMENT - NON-TEACHER	726	-	726	740
0320 CONTRACT SERVICE;PUPILS	1,000	1,603	1,000	1,000
0430 REPAIRS & MAINTENANCE	500	-	500	500
0610 GENERAL SUPPLIES	1,000	196	500	500
Total	10,223	2,078	9,723	9,737
OUT OF DISTRICT TUITION				
COST CENTER 165				
0320 CONTRACT SERVICE;PUPILS	55,000	67,971	55,000	-
0519 TRANSPORTATION	8,177	14,325	-	-
0564 TUITION	143,300	166,713	138,300	216,735
0519 TRANSPORTATION	-	-	-	-
0564 TUITION	43,000	4,795	43,000	43,000
0320 CONTRACT SERVICE;PUPILS	316,993	233,161	296,637	325,331
0519 TRANSPORTATION	75,444	63,378	-	-
0561 TUITION;LEA IN-STATE	-	2,520	-	-
0562 TUITION;LEA OUT-OF-STATE	-	5,000	-	-
0564 TUITION	578,326	457,376	587,314	595,634
0320 CONTRACT SERVICE;PUPILS	400,000	552,000	400,000	400,000
0561 TUITION;LEA IN-STATE	51,500	124,751	80,000	80,000
0564 TUITION	-	-	-	-
0564 TUITION	-	-	-	-
0519 TRANSPORTATION	-	-	-	-
0564 TUITION	5,000	3,656	4,900	4,900
0580 TRAVEL	2,040	1,307	2,040	2,040
0519 TRANSPORTATION	1,800	-	11,000	11,000
0519 TRANSPORTATION	-	-	14,232	40,232
0519 TRANSPORTATION	-	-	-	10,000
0519 TRANSPORTATION	-	-	73,500	24,500
Total	1,680,580	1,696,954	1,705,923	1,753,372
CENTRAL OFFICE				
COST CENTER 170				
0121 SUBSTITUTES PROF SHORT TE	4,817	-	4,817	4,817
0122 SUBSTITUTES PROF LONG TER	5,055	-	5,055	5,055
0220 F.I.C.A.	755	-	755	781
0121 SUBSTITUTES PROF SHORT TE	5,419	-	5,419	5,419
0122 SUBSTITUTES PROF LONG TER	5,687	-	5,687	5,687
0220 F.I.C.A.	850	-	850	850
0102 TEACHER	52,000	4,086	70,000	20,000
0220 F.I.C.A.	3,978	320	5,355	1,530
0231 RETIREMENT - NON-TEACHER	-	16	-	-
0232 RETIREMENT- TEACHER	8,148	570	10,969	3,134
0127 SUBSTITUTES NON PROF SHOR	340	-	340	340
0220 F.I.C.A.	26	-	26	26
0231 RETIREMENT - NON-TEACHER	38	-	38	39
0101 ADMINISTRATIVE	263,146	272,672	273,324	278,543
0105 CLERICAL	110,020	105,695	112,725	115,805
0131 OVERTIME - CLERICAL	977	2,152	977	1,301
0220 F.I.C.A.	28,622	29,947	29,608	30,242
0231 RETIREMENT - NON-TEACHER	41,619	30,614	43,231	30,162
0232 RETIREMENT- TEACHER	173	19,524	-	22,617
0310 CONTRACT SERVICE;ADMIN	113,206	119,661	175,210	181,965
0440 RENTALS	800	-	800	800
0534 POSTAGE	2,600	2,536	2,700	2,700
0540 ADVERTISING	1,500	-	1,500	1,500
0550 PRINTING	2,000	2,762	2,000	2,000
0580 TRAVEL	1,300	54	1,300	1,300
0610 GENERAL SUPPLIES	4,639	5,307	4,635	4,635
0642 SOFTWARE	-	-	7,000	7,000
0644 PERIODICALS	1,000	591	1,000	1,000
0737 REPLACEMENT EQUIPMNT	1,200	-	1,200	1,200
0810 DUES & FEES	3,150	14,910	3,150	3,150
0840 CONTINGENCY	6,225	117,153	6,225	6,225
0105 CLERICAL	500	161	500	500
0220 F.I.C.A.	38	12	38	38
0231 RETIREMENT - NON-TEACHER	56	18	56	57
0127 SUBSTITUTES NON PROF SHOR	369	-	369	369

	FY16 BUDGET	FY16 ACTUAL	FY17 BUDGET	FY18 CITY MANAGER RECOMMENDED
0220 F.I.C.A.	28	-	28	28
0127 SUBSTITUTES NON PROF SHOR	-	3,232	-	-
0220 F.I.C.A.	-	248	-	-
0231 RETIREMENT - NON-TEACHER	-	103	-	-
0101 ADMINISTRATIVE	25,039	2,734	7,784	7,784
0220 F.I.C.A.	1,915	209	595	595
0231 RETIREMENT - NON-TEACHER	-	-	869	-
0232 RETIREMENT- TEACHER	2,631	428	53	1,351
0119 UNCLASSIFIED/UNAFFILIATED	-	1,500	-	-
0220 F.I.C.A.	-	115	-	-
0231 RETIREMENT - NON-TEACHER	-	168	-	-
0101 ADMINISTRATIVE	110,149	110,149	112,352	114,599
0105 CLERICAL	162,847	166,632	164,323	166,884
0131 OVERTIME - CLERICAL	1,302	803	1,301	977
0220 F.I.C.A.	20,984	20,858	21,265	21,633
0231 RETIREMENT - NON-TEACHER	30,861	31,006	31,050	32,181
0310 CONTRACT SERVICE;ADMIN	19,915	17,420	17,110	17,110
0440 RENTALS	800	-	800	800
0534 POSTAGE	3,000	2,952	3,100	3,100
0540 ADVERTISING	1,275	-	1,275	1,275
0550 PRINTING	1,000	451	1,000	1,000
0580 TRAVEL	665	-	665	665
0610 GENERAL SUPPLIES	3,000	734	3,000	3,000
0642 SOFTWARE	-	-	2,805	2,805
0737 REPLACEMENT EQUIPMNT	950	-	950	950
0810 DUES & FEES	1,500	4,801	1,500	1,500
0110 CUSTODIAL	1,801	-	500	500
0220 F.I.C.A.	138	-	38	38
0231 RETIREMENT - NON-TEACHER	201	-	56	57
0430 REPAIRS & MAINTENANCE	5,010	4,395	5,210	5,210
Total	1,065,264	1,097,700	1,154,488	1,124,829

**SCHOOL BOARD
COST CENTER 171**

0109 SCHOOL BOARD	14,000	13,925	14,000	14,000
0131 OVERTIME - CLERICAL	3,000	57	3,000	3,000
0220 F.I.C.A.	1,301	1,035	1,301	1,301
0231 RETIREMENT - NON-TEACHER	335	6	335	341
0310 CONTRACT SERVICE;ADMIN	3,000	-	3,000	3,000
0810 DUES & FEES	6,375	5,714	6,375	6,375
0840 CONTINGENCY	2,250	4,074	2,350	2,350
Total	30,261	24,812	30,361	30,367

**TECHNOLOGY PLAN
COST CENTER 177**

0610 GENERAL SUPPLIES	7,600	7,600	7,600	7,600
0532 DATA LINES	3,649	3,618	5,895	5,895
0532 DATA LINES	4,562	3,831	7,369	7,369
0532 DATA LINES	2,281	3,300	3,684	3,684
0532 DATA LINES	4,561	3,830	7,368	7,368
0610 GENERAL SUPPLIES	7,173	7,173	7,173	7,173
0532 DATA LINES	10,947	7,315	17,684	17,684
0610 GENERAL SUPPLIES	11,400	11,400	11,400	11,400
0310 CONTRACT SERVICE;ADMIN	6,315	4,618	6,315	6,315
0642 SOFTWARE	8,450	8,450	8,450	8,550
0734 NEW INFO SYSTEMS EQUIPMNT	104,677	100,565	93,470	106,218
0580 TRAVEL	620	756	620	620
0720 BUILDINGS	18,700	17,502	18,795	22,895
0430 REPAIRS & MAINTENANCE	1,900	1,900	1,900	1,900
0430 REPAIRS & MAINTENANCE	1,425	1,390	1,425	1,425
0430 REPAIRS & MAINTENANCE	13,290	13,457	16,050	19,125
0108 TECHNICIAN	248,200	253,170	260,909	306,390
0220 F.I.C.A.	18,987	18,833	19,960	23,439
0231 RETIREMENT - NON-TEACHER	37,345	28,279	39,154	34,867
0310 CONTRACT SERVICE;ADMIN	950	428	950	950
0642 SOFTWARE	57,224	77,223	61,449	61,449
0890 MISCELLANEOUS	2,000	2,000	2,000	2,000
0108 TECHNICIAN	86,137	87,859	89,617	91,426
0220 F.I.C.A.	6,589	6,398	6,856	6,994
0232 RETIREMENT- TEACHER	-	13,768	-	15,872
Total	664,982	684,665	696,093	778,608

		FY16 BUDGET	FY16 ACTUAL	FY17 BUDGET	FY18 CITY MANAGER RECOMMENDED
DATA PROCESSING					
COST CENTER 178					
0108	TECHNICIAN	65,400	69,709	71,072	56,879
0220	F.I.C.A.	5,003	5,196	5,437	4,351
0231	RETIREMENT - NON-TEACHER	7,305	7,786	7,939	6,473
0310	CONTRACT SERVICE;ADMIN	42,940	41,690	44,540	44,540
0610	GENERAL SUPPLIES	378	-	378	378
Total		121,026	124,381	129,366	112,621
LARGE EQUIPMENT					
COST CENTER 179					
0733	NEW EQUIPMENT	5,458	8,413	5,676	5,676
0733	NEW EQUIPMENT	583	1,251	606	606
0733	NEW EQUIPMENT	4,861	5,018	5,055	5,055
0733	NEW EQUIPMENT	7,281	8,181	7,572	7,572
0733	NEW EQUIPMENT	10,022	13,693	10,423	10,423
0733	NEW EQUIPMENT	29,103	31,509	30,267	30,267
0733	NEW EQUIPMENT	6,079	-	6,322	6,322
Total		63,387	68,064	65,921	65,921
TRAVEL - IN DISTRICT					
COST CENTER 180					
0220	F.I.C.A.	405	539	405	405
0580	TRAVEL	5,290	7,041	5,290	5,290
0220	F.I.C.A.	165	203	165	165
0580	TRAVEL	2,163	2,655	2,163	2,163
0220	F.I.C.A.	656	631	656	656
0580	TRAVEL	8,579	8,248	8,579	8,579
0220	F.I.C.A.	285	191	285	285
0580	TRAVEL	3,720	2,599	3,720	3,720
0220	F.I.C.A.	95	-	95	95
0580	TRAVEL	1,240	-	1,240	1,240
0220	F.I.C.A.	520	-	520	520
0580	TRAVEL	6,800	3,232	6,800	6,800
0220	F.I.C.A.	38	-	38	38
0580	TRAVEL	500	-	500	500
0220	F.I.C.A.	38	-	38	38
0580	TRAVEL	500	-	500	500
0220	F.I.C.A.	38	-	38	38
0580	TRAVEL	500	-	500	500
Total		31,532	25,338	31,532	31,532
WELLNESS					
COST CENTER 182					
0310	CONTRACT SERVICE;ADMIN	900	-	900	900
0596	CONF & MTGS OUT OF DISTRI	200	-	200	200
0610	GENERAL SUPPLIES	900	40	900	900
Total		2,000	40	2,000	2,000
PROPERTY INSURANCE					
COST CENTER 183					
0520	INSURANCE	125,577	124,577	136,789	139,820
Total		125,577	124,577	136,789	139,820

	FY16 BUDGET	FY16 ACTUAL	FY17 BUDGET	FY18 CITY MANAGER RECOMMENDED
TELEPHONE				
COST CENTER 184				
0531 TELEPHONE;VOICE	457	-	457	457
0531 TELEPHONE;VOICE	457	-	457	457
0531 TELEPHONE;VOICE	2,324	2,402	2,912	2,912
0531 TELEPHONE;VOICE	-	791	-	-
0531 TELEPHONE;VOICE	2,636	1,906	3,224	3,224
0531 TELEPHONE;VOICE	1,651	2,471	2,239	2,239
0531 TELEPHONE;VOICE	3,473	6,482	4,061	4,061
0531 TELEPHONE;VOICE	5,661	5,058	6,837	6,837
0531 TELEPHONE;VOICE	23,689	15,150	23,689	23,689
0430 REPAIRS & MAINTENANCE	2,215	-	2,215	2,215
0430 REPAIRS & MAINTENANCE	-	-	-	-
0430 REPAIRS & MAINTENANCE	1,215	300	1,215	1,215
0430 REPAIRS & MAINTENANCE	1,215	2,177	1,215	1,215
0430 REPAIRS & MAINTENANCE	-	703	-	-
0430 REPAIRS & MAINTENANCE	1,215	710	1,215	1,215
0430 REPAIRS & MAINTENANCE	2,215	1,931	2,215	2,215
0430 REPAIRS & MAINTENANCE	3,700	180	3,700	3,700
Total	52,123	40,260	55,651	55,651
ATHLETIC FIELDS				
COST CENTER 187				
0111 SECURITY	-	175	-	-
0220 F.I.C.A.	-	13	-	-
0231 RETIREMENT - NON-TEACHER	-	20	-	-
0310 CONTRACT SERVICE;ADMIN	2,580	2,620	2,580	2,580
0112 MAINTENANCE	-	14,500	-	-
0310 CONTRACT SERVICE;ADMIN	36,915	42,978	32,915	32,915
0410 WATER/SEWAGE	4,508	19,499	6,508	6,508
0430 REPAIRS & MAINTENANCE	8,262	5,333	9,262	9,262
0610 GENERAL SUPPLIES	5,000	2,763	5,000	5,000
0890 MISCELLANEOUS	-	-	15,000	15,000
0430 REPAIRS & MAINTENANCE	1,195	-	2,195	2,195
Total	58,460	87,901	73,460	73,460
MAINTENANCE				
COST CENTER 188				
0112 MAINTENANCE	209,618	208,458	216,857	224,800
0134 OVERTIME - MAINTENANCE	22,000	31,153	22,000	22,000
0220 F.I.C.A.	17,719	17,556	18,273	18,880
0231 RETIREMENT - NON-TEACHER	25,872	26,994	26,680	28,086
0310 CONTRACT SERVICE;ADMIN	50,200	36,021	50,200	55,800
0420 CLEANING/PLOWING	11,880	14,464	11,880	13,080
0430 REPAIRS & MAINTENANCE	15,500	35,485	28,400	30,400
0626 GASOLINE	18,700	7,939	15,000	13,000
0840 CONTINGENCY	9,050	9,888	9,050	9,050
0430 REPAIRS & MAINTENANCE	33,513	18,522	31,513	31,513
0430 REPAIRS & MAINTENANCE	28,988	15,733	42,488	42,488
0430 REPAIRS & MAINTENANCE	32,559	26,648	32,559	32,559
0430 REPAIRS & MAINTENANCE	37,388	66,191	42,388	56,188
0430 REPAIRS & MAINTENANCE	143,829	260,455	155,129	167,529
0430 REPAIRS & MAINTENANCE	12,500	14,265	12,500	16,500
0610 GENERAL SUPPLIES	66,259	86,604	68,259	73,259
0733 NEW EQUIPMENT	1,550	1,507	2,550	1,550
0737 REPLACEMENT EQUIPMNT	2,525	1,186	2,525	1,525
Total	739,650	879,068	788,251	838,207

	FY16 BUDGET	FY16 ACTUAL	FY17 BUDGET	FY18 CITY MANAGER RECOMMENDED
ENERGY				
COST CENTER 189				
0410 WATER/SEWAGE	12,405	12,305	12,405	12,405
0621 NATURAL GAS	54,672	31,043	48,968	48,968
0622 ELECTRICITY	41,198	37,389	38,462	38,462
0623 FUEL OIL	786	-	786	786
0410 WATER/SEWAGE	12,791	8,990	12,791	12,791
0621 NATURAL GAS	39,431	19,875	35,223	35,223
0622 ELECTRICITY	74,753	53,368	70,205	70,205
0410 WATER/SEWAGE	12,256	6,245	12,256	12,256
0621 NATURAL GAS	33,207	13,743	31,161	31,161
0622 ELECTRICITY	34,341	20,905	32,423	32,423
0410 WATER/SEWAGE	12,868	7,525	12,868	12,868
0621 NATURAL GAS	88,355	42,833	80,025	80,025
0622 ELECTRICITY	265,537	166,642	253,093	253,093
0410 WATER/SEWAGE	39,437	38,422	39,437	39,437
0621 NATURAL GAS	207,938	161,754	186,976	186,976
0622 ELECTRICITY	467,364	454,793	438,760	438,760
Total	1,397,339	1,075,832	1,305,839	1,305,839
PUPIL TRANSPORTATION				
COST CENTER 195				
0519 TRANSPORTATION	693,720	689,498	712,213	730,348
0519 TRANSPORTATION	-	2,135	-	-
0310 CONTRACT SERVICE;ADMIN	9,570	-	1,000	1,000
0519 TRANSPORTATION	105,300	105,300	109,512	149,250
0519 TRANSPORTATION	13,500	11,069	17,700	17,700
0519 TRANSPORTATION	3,900	6,645	7,600	7,600
0519 TRANSPORTATION	5,800	14,413	3,600	3,600
0519 TRANSPORTATION	19,000	15,533	27,700	27,700
0519 TRANSPORTATION	9,600	1,648	2,100	2,100
Total	860,390	846,241	881,425	939,298
SYS CONTINGENCY				
COST CENTER 199				
0890 MISCELLANEOUS	-	1,690	-	-
Total	-	1,690	-	-
OTHER SUPPORT SERVICES				
COST CENTER 291				
0190 OTHER(UNCLASS/UNAFFILIAT)	-	(3)	-	-
0220 F.I.C.A.	-	2	-	-
0231 RETIREMENT - NON-TEACHER	-	0	-	-
0232 RETIREMENT- TEACHER	-	(0)	-	-
0190 OTHER(UNCLASS/UNAFFILIAT)	-	128	-	-
0220 F.I.C.A.	-	(31)	-	-
0231 RETIREMENT - NON-TEACHER	-	-	-	-
0232 RETIREMENT- TEACHER	-	-	-	-
Total	-	96	-	-
TOTAL SCHOOL DEPARTMENT	43,382,210	43,382,021	44,684,084	46,471,405



Non-Operating Expenditures

Non-Operating expenditures consist of funding required for expenditures that are not directly attributed to the day to day operations of any one particular department.

Debt Related Services

Appropriations associated with principal and interest payments of issued long-term debt for the upcoming fiscal year, projected new bond payments, and bond issuance related expenditures.

Overlay

An appropriation for tax abatements.

Property & Liability Insurance

Property and liability coverage for all departments within the General Government, Police and Fire Department. The School Department appropriates Property & Liability premium separately.

County Tax

The City of Portsmouth is located in Rockingham County of the State of New Hampshire. The State of New Hampshire requires communities under RSA 29:11 to assess and collect property taxes for the operations of the county. The amount to be collected for the county is contingent on the proportion the City's assessed valued as it relates to the whole county. This is an estimated appropriation. The actual county obligation is calculated by the State of NH prior to setting the tax rate in October.

Contingency

A non-operating line item of the budget used by the City Manager and City Council, for unanticipated expenditures not regularly budgeted for in the annual budget.

Rolling Stock

Funding for replacement of vehicles and equipment for Public Works, Police, Fire, School Departments as well as Prescott Park as identified in the Rolling Stock replacement plan located in Appendix I of this document.

Information Technology (IT) Upgrade and Equipment Replacement

Funding for Information Technology upgrades and replacements incorporates the General Government, Police, Fire and School Departments technology needs. A complete inventory and schedule of replacements are located Appendix II, Capital Improvement Plan and on the City's website.

Capital Outlay

Capital Outlay is the appropriation for pay-as-you-go capital projects identified in the Capital Improvement Plan adopted each fiscal year before the annual budget is submitted to the City Council from the City Manager.

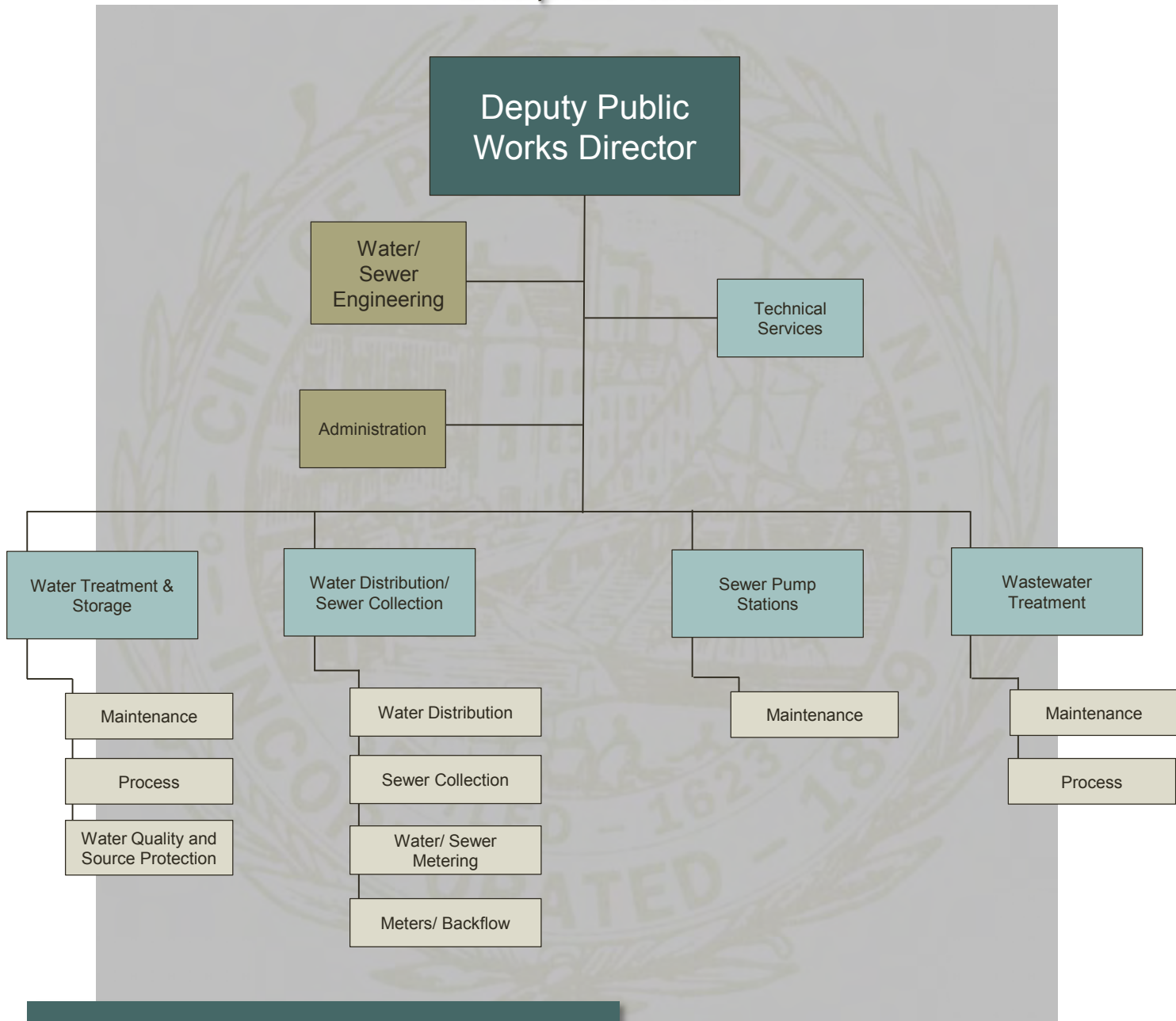
Other General Non-Operating Expenditures

Other various line items related to the non-operating portion of the budget such as landfill closures, hydrants and leases.

		FY16 BUDGET	FY16 ACTUAL	FY17 BUDGET	FY18 CITY MANAGER RECOMMENDED
NON-OPERATING					
DEBT RELATED SERVICES					
034002	PROF SERVICE-BANK SERVICE	125,000	53,152	125,000	125,000
098101	INTEREST-TANS	150,000	29,191	150,000	150,000
TAN	Total	275,000	82,343	275,000	275,000
DEBT SERVICE					
098001	PRINCIPAL-BONDED DEBT	8,610,407	8,610,407	9,318,167	8,590,540
098010	PROJECTED NEW BOND PAYMNT	267,034	-	327,162	1,871,000
098102	INTEREST-BONDED DEBT	2,879,184	2,879,184	2,950,481	2,623,614
DEBT SERVICE	Total	11,756,625	11,489,591	12,595,810	13,085,154
OVERLAY					
01-735-320-51-100-650					
081002	OVERLAY	950,000	950,000	950,000	1,000,000
OVERLAY	Total	950,000	950,000	950,000	1,000,000
PROPERTY & LIABILITY INS					
01-738-350-51-100-409					
048001	PROPERTY INS-DEDUCTIBLES	6,000	6,000	6,000	6,000
048002	PROPERTY INSURANCE	315,000	315,000	335,000	357,376
PROPERTY	Total	321,000	321,000	341,000	363,376
COUNTY TAX					
01-737-360-51-100-675					
081003	COUNTY TAX	5,002,383	5,100,511	5,277,514	5,466,000
COUNTY TAX	Total	5,002,383	5,100,511	5,277,514	5,466,000
CONTINGENCY					
01-734-310-51-100-411					
081001	CONTINGENCY	250,000	250,000	250,000	300,000
CONTINGENCY	Total	250,000	250,000	250,000	300,000
ROLLING STOCK					
01-738-350-51-100-409					
099002	ROLLING STOCK	809,860	809,860	956,165	886,000
ROLLING STOCK	Total	809,860	809,860	956,165	886,000
IT EQUIPMENT REPLACEMENT					
01-738-350-51-100-409					
074041	IT UPGRADES/REPLACEMENTS	414,700	414,700	406,000	715,158
IT EQUIPMENT	TOTAL	414,700	414,700	406,000	715,158
CAPITAL OUTLAY					
01-795-370-00-100-452					
070000	CAPITAL OUTLAY	1,765,000	1,765,000	2,000,000	2,140,000
CAPITAL OUTLAY	TOTAL	1,765,000	1,765,000	2,000,000	2,140,000
USE OF FUND BALANCE					
01-738-350-51-100-409					
072035	MIDDLE SCHOOL CONSTRUCTION	650,000	650,000	-	-
071010	PURCHASE PROP BANFIELD RD	-	-	400,000	-
ASSIGNED FB	TOTAL	650,000	650,000	400,000	-
USE OF BOND PREMIUM					
01-738-350-51-100-409					
071009	PURCHASE OF LAND	-	-	1,850,000	-
FUND BALANCE	TOTAL	-	-	1,850,000	-
OTHER GENERAL NON-OPERATING					
01-738-350-51-100-409					
031005	LANDFILL CLOSURE MONITORI	76,000	76,000	76,000	76,000
032009	PROF SERV-CERTIFICATION	73,500	73,500	73,500	150,000
099006	COPIER LEASE	55,000	55,000	50,000	50,000
099007	LEASES	12,674	12,674	12,780	12,942
099011	GREENLEAF LEASE	10,000	8,703	10,000	10,000
099009	HYDRANTS	149,275	149,625	171,000	192,375
OTHER NON-OP	Total	376,449	375,502	393,280	491,317
TOTAL NON-OPERATING		22,571,017	22,208,507	25,694,769	24,722,005

Water and Sewer Divisions

Enterprise Funds



Water Department Mission

The Portsmouth Water Division is a regional water system serving the communities of Portsmouth, Greenland, New Castle, Newington and portions of Durham, Madbury and Rye. The Division strives to provide quality drinking water and an adequate supply of water for fire protection and other customer needs. Through professionalism, expertise and efficient work practices, the division seeks to maintain and develop a sound infrastructure using the latest available cost effective treatment technologies and methods of production, storage and distribution. The division is committed to high environmental standards, the efficient use of water resources and controls through respect for natural resources and adaptation to the built environment.

Sewer Department Mission

The Sewer Division's mission is to provide cost-effective, reliable and high-quality wastewater collection and treatment services to its customers. We are committed to operating and maintaining our facilities economically and safely while protecting the public health and the environment.

Position Summary Schedule

Positions Full Time	FY16	FY17	FY18	Positions Part Time	FY16	FY17	FY18
Deputy City Manager	.2	.2	.2	Secretary	.5	.5	.5
Deputy Public Works Director	1	1	1	Laborer, Seasonal	2	2	2
Engineer	1	1	1	Intern, Engineer	2	3	3
Assistant City Manager	0	.4	.4	Total Part Time	4.5	5.5	5.5
Operations Manager	.5	.5	.5				
Administrative Assistant I	0	.5	.5				
Admin Clerk	1	.5	.5				
Public Information Officer	.6	.6	.6				
Finance Assistant	.5	.5	.5				
Water/ Sewer Billing Clerk	1	1	1				
Special Project Coordinator	0	.5	.5				
Dispatcher	.5	.5	.5				
Health Inspector	.6	.6	.6				
Assistant City Engineer	1	1	1				
GIS Coordinator	1	1	1				
Water Resource Manager	1	1	1				
Wastewater Project Mgr.	0	1	1				
Environmental Planner/ Sustainability Coordinator	.5	.5	.5				
CAD Technician	1	1	1				
General Foreman	1	1	1				
Chief Plant Operator	2	2	2				
Assistant Chief Plant Operator	3	2	2				
Water Foreman	1	1	1				
Sewer Foreman	1	1	1				
SCADA Manager	1	1	1				
SCADA Tech	0	0	1				
Chemist	1	0	0				
Water Quality Specialist	1	1	1				
Water/ Sewer Meter Billing Foreman	1	1	1				
Plant Operator 2	2	0	0				
Plant Operator 1	10	12	12				
Lift Station Operator 1	0	2	2				
Equipment Operator 2	1	1	1				
Equipment Operator 1	2	2	2				
Water Sewer Camera Operator	0	0	1				
Utility Mechanic	8	8	7				
Meter Reader	1	1	1				
Truck Driver 1	2.6	1.6	1.6				
Laborer	2	2	2				
Equipment Maintenance Foreman	.6	.6	.6				
Lead Mechanic	.6	0	0				
Equipment Mechanic	1.8	2.4	2.4				
Inventory Technician	.6	.6	.6				
Total Full Time	55.6	56.5	57.5				



Water Division

Services Overview

- ✓ Water Assistance Programs
- ✓ Water Production
- ✓ Water Storage
- ✓ Water Distribution

Department Budget Comments

The Water Division's proposed cash requirement budget for FY18 is \$9,923,225. This represents an increase of \$334,225 or 3.5% from FY17. **No water user rate increase proposed for FY18. The last water rate increase occurred in FY11.**

Budget Summary of Expenditures

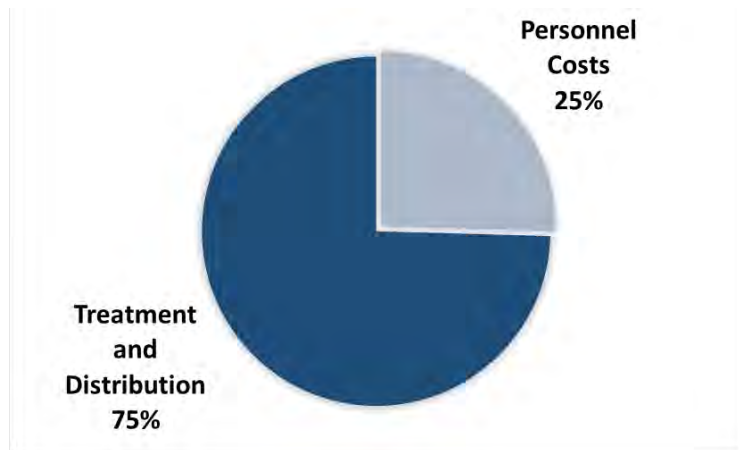
WATER DEPARTMENT	FY16 BUDGET	FY16 ACTUAL	FY17 BUDGET	FY18 CITY MANAGER RECOMMENDED
SALARIES	1,394,198	1,399,155	1,474,791	1,480,222
PART-TIME SALARIES	35,280	21,945	40,588	41,143
OVERTIME	73,549	99,225	83,350	79,800
LONGEVITY	10,069	9,815	10,029	10,569
HEALTH INSURANCE	480,081	372,315	514,000	472,000
DENTAL INSURANCE	28,249	22,637	30,350	29,100
INSURANCE REIMBURSEMENT	8,305	6,809	11,850	12,000
LEAVE AT TERMINATION	30,000	(86,316)	30,000	30,000
WORKERS' COMPENSATION	21,417	21,417	27,858	24,035
RETIREMENT	165,064	170,126	176,270	178,734
OTHER BENEFITS	159,381	221,235	155,662	163,937
COLLECTIVE BARGAINING CONTINGENCY	24,255	-	7,436	2,600
<i>Contractual Obligations</i>	2,429,848	2,258,362	2,562,184	2,524,140
CHEMICALS	451,000	313,296	365,000	350,000
REPAIRS & MAINTENANCE	165,470	292,108	212,900	258,550
ELECTRICITY	390,801	314,688	332,900	337,100
NATURAL GAS	5,354	1,579	5,354	-
PROPANE & FUEL OIL	32,142	18,185	32,142	29,212
GASOLINE & DIESEL	71,867	25,509	42,142	41,000
ADMINISTRATIVE OVERHEAD	552,326	552,326	571,227	580,231
SLUDGE/GRIT REMOVAL	200,000	57,783	175,000	125,000
PROF CONTRACTED SERVICES	114,862	149,400	165,612	234,450
INTEREST ON DEBT	1,096,925	1,394,706	1,155,219	1,048,660
PROPERTY TAXES	118,000	126,075	118,000	125,500
DEPRECIATION	1,676,000	1,577,929	1,700,000	1,780,000
EQUIPMENT	47,750	62,787	56,750	61,750
STOCK MATERIALS	227,400	250,543	232,200	262,700
ASSISTANCE PROGRAM	25,000	1,586	10,000	5,000
OTHER OPERATING	326,527	432,718	358,531	357,902
<i>Other Operating</i>	5,501,424	5,571,217	5,532,977	5,597,055
TOTAL FULL ACCRUAL BASIS	7,931,272	7,829,579	8,095,161	8,121,195
CASH REQUIREMENTS ADJUSTMENTS				
OPEB EXPENSES	(33,320)	(33,320)	(33,320)	(30,000)
CAPITAL OUTLAY	700,000	700,000	900,000	1,120,000
DEPRECIATION	(1,676,000)	(1,676,000)	(1,700,000)	(1,780,000)
PRINCIPAL-BONDED DEBT	1,937,528	1,937,528	2,142,528	2,142,528
ACCRUED INTEREST ADJ	(14,773)	(14,773)	(14,401)	27,002
PROJECTED PRINCIPAL DEBT	-	-	-	112,500
ROLLING STOCK	201,500	201,500	199,000	210,000
CASH ADJUSTMENT	1,114,935	1,114,935	1,493,807	1,802,030
TOTAL CASH REQUIREMENTS	9,046,207	8,944,514	9,588,968	9,923,225

Operating Costs – Cash Basis

The net increase in cash requirement is primarily due to an increase in contractual obligations, bonded debt, and Capital Outlay.

Personnel costs represent 25% of the total cash requirements, while the remaining 75% represent costs related to the treatment and distribution of the water supply and facilities, which includes capital outlay and repayment of debt.

The City's Water Division continues to make significant changes to the operation of the system since the construction of the water treatment facility in Madbury in 2011. This LEED Silver Certified facility was designed to ensure a more sustainable operation of the water system's surface and groundwater sources of supply. Operations staff have successfully been able to utilize their surface and groundwater sources in an integrated manner which optimizes the use of surface water when quality and quantity is adequate and groundwater during peak operating periods. All of this information, combined with monthly tracking of weather, precipitation and water demand trends is updated and reported monthly through the City's Water Supply Update (<http://cityofportsmouth.com/publicworks/index.htm>).



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Water User Rates

As with the Sewer Division budget, the FY18 Water fund budget utilized the Water and Sewer Rate Model which is designed and updated regularly to assist with long-term projections of water rates. This policy would increase or utilize net position to create a rate structure that is stable and predictable from year to year to lessen the user rate impact due to future capital investments or unanticipated losses of revenue. As a result of the model findings, policy recommendations are presented to the City Council and the public. The most recent policy change as a result of work sessions and policy discussions was the change in the irrigation meter ordinance allowing commercial customers to install irrigation meters. This policy also included ordinance language that requires new irrigation customers to install water efficient irrigation systems in accordance with the EPA's WaterSense program guidelines.

The City's water rate structure is a two tiered inclining rate, meaning, the first 10 units (a unit is 100 cubic feet of water or 748 gallons) of water consumed each month is billed using one rate, and water consumed greater than 10 units per month is billed at a higher rate. This rate structure provides an equitable method of financing of water operations. The large volume users have a greater impact on system production capacities, storage volume and pipe sizing. Therefore, a second tier at the higher rate captures the additional costs incurred to serve them. Irrigation customers have a third tier for any consumption beyond 20 units per month to further capture the cost of additional capacity to service their water demand.

The FY18 user rates reflect a 0% increase from the FY17 rates.

With the capital programs and debt repayment contributing significantly to the water rates, the following breakdown identifies the portion of the user rate for both rate tiers that is specifically related to our capital needs and debt repayment. The proposed water rate for the first 10 units of water will be billed at a rate of \$4.15 of which \$2.79 per unit is directly related to the capital needs and debt repayment; consumption above 10 units will be billed at \$5.00 per unit of which \$2.79 is related to capital and debt repayment requirements as depicted in the table below on the left. The meter charge for FY17 will also remain the same as the current charge and is based on the service size as listed in the following Minimum Water Charge table.

FY18 Proposed Water Rates

FY18 Proposed
(per unit)

First Tier Rate (10 units or less per month)	
Capital Related Rate, per unit billed	\$2.79
1st Tier water service rate	\$1.36
Total First Tier Rate	\$4.15
Second Tier Rate (over 10 units per month)	
Capital Related Rate, per unit billed	\$2.79
2nd Tier water service rate	\$2.21
Total Second Tier Rate	\$5.00
Irrigation Meter Rate	
1st Tier water service rate [0 - 10 units]	\$5.00
2nd Tier water service rate [11- 20 units]	\$9.70
3rd Tier water service rate [over 20 units]	\$12.05

Water Meter Charge	
Meter Size	Monthly Rate
5/8"	\$4.95
3/4"	\$4.95
1"	\$8.27
1 1/2"	\$14.25
2"	\$22.91
3"	\$36.26
4"	\$68.74
6"	\$120.27
8"	\$168.01
10"	\$252.02

Detailed water usage analysis was performed as part of the rate study. The study analyzed water usage for all customers based on 2012 usage. This analysis provided a detailed picture of the water use demographics throughout the water system, a system that serves not only customers in Portsmouth but also Newington, Greenland, New Castle and portions of Madbury, Durham and Rye. User categories were evaluated for commercial, industrial and residential customers. That analysis showed that an average single-family customer on the Portsmouth water system uses 5 units per month. Therefore, the following table depicts the monthly water charges for a residential customer using 5 units per month including the monthly meter charge.

FY18 Water Rate

Average Residential Customer Bill

Monthly Consumption in units

(1unit = 100 cf = 748 gallons)

	Rate	Billed Units	Month Charge
Capital Related Rate, per unit	\$2.79	5	\$13.95
1st Tier water service rates	\$1.36	5	\$6.80
Minimum Charge (5/8" meter)	\$4.95	n/a	\$4.95
Total Monthly Charge			\$25.70
Total Annual Charge			\$308.40

Capital Projects

The table represent capital projects and rolling stock equipment identified in the Capital Improvement Plan, Appendix II and Rolling Stock Appendix I.

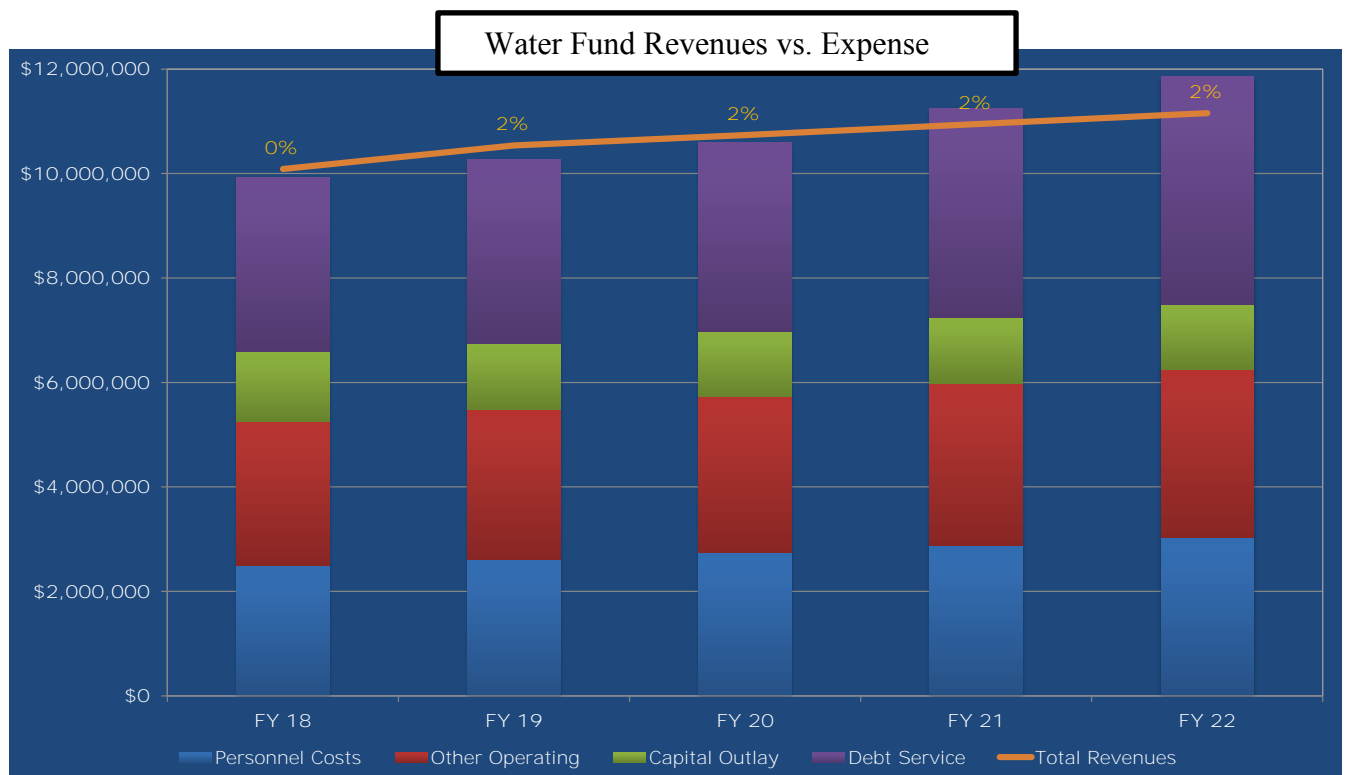
These projects will be funded through water revenues.

Capital Outlay	
Project Name	Amount
Annual Water Line Replacement	250,000
Well Stations Improvements	150,000
Water System Pressure and Storage Improvements	170,000
Reservior Management	100,000
New Groundwater Service	200,000
Water Transmission Main Replacement	250,000
TOTALS	\$1,120,000

Rolling Stock	
Vehicle & Equipment Replacement	Amount
Van	30,000
Flat Bed Trailer	22,000
10 Wheel Dump Truck (Year 1 of 2 fund)	48,000
SUV	25,000
Message Board	20,000
Misc Equipment	65,000
TOTALS	\$210,000

Rate Projections

The following graphic provides the latest analysis of projected rate increases from FY18 to FY22 as recommended by the Water and Sewer Rate model. The model includes projected operational costs in future years and also outlines anticipated debt service related to capital projects as approved annually in the City's Capital Improvement Plan.



Budget and Rate Summary – Water Division

Water Division prepares its budget using an accrual basis of accounting. Adjustments, from the accrual basis to the cash basis, are necessary to establish the amount of cash required to fund FY18 expenses.

<i>WATER RATE CALCULATION</i>		
<u>PROPOSED BUDGET</u>	FULL ACCRUAL BASIS OF ACCOUNTING	CASH REQUIREMENTS
Operations and Maintenance	5,075,285	5,075,285
Property Taxes	125,500	125,500
Equipment & Minor Capital needs	61,750	61,750
Depreciation	1,780,000	
Interest on Debt	1,048,660	1,048,660
Accrued Interest		27,002
Principal on Debt		2,142,528
Projected Principal Debt		112,500
OPEB Liability	30,000	
Capital Projects		1,120,000
Rolling Stock		210,000
BUDGET RESOLUTION	8,121,195	
CASH REQUIREMENT		9,923,225
<u>ESTIMATED REVENUES/CASH</u>	FULL ACCRUAL BASIS OF ACCOUNTING	CASH REQUIREMENTS
NON-User Fee- Revenues		
Fees	949,268	949,268
Strawbery Banke Agreement Interest	225	225
Household Hazardous Waste	3,000	3,000
Meter Charges	713,998	713,998
Interest on Investments	89,000	89,000
Other Utility revenue	265,929	265,929
Use of Net Position	0	0
<i>Sub Total</i>	<i>2,021,420</i>	<i>2,021,420</i>
Other Financing Sources-Cash		
Special Agreements		42,000
Strawbery Banke Agreement Principal		2,165
Bond Premium Amortization	179,745	
<i>Sub Total</i>	<i>179,745</i>	<i>44,165</i>
FULL ACCRUAL REVENUES	2,201,165	
ESTIMATED CASH		2,065,585
Required to be raised by User Rates		7,857,640
Rate Stabilization Reserve		165,000
TO BE RAISED BY USER RATES		\$8,022,640

User Rates

CASH REQUIRED FOR NET CAPITAL COSTS		
Total Estimated Billable Units	1,669,361	
Capital related Expenses	\$2.79	4,660,690

WATER METER RATES

TWO TIER INCLINING RATE STRUCTURE		(1 Unit equals 748 gallons of water)	
Billable Units at Tier 1	474,821		
Rate/Anticipated Revenue		\$1.36	643,913
Capital Related Expenses		\$2.79	1,325,654
Total Tier 1 [0 - 10 units]		\$4.15	1,969,567
Billable Units at Tier 2	1,173,178		
Rate/Anticipated Revenue		\$2.21	2,587,594
Capital Related Expenses		\$2.79	3,275,395
Total Tier 2 [over 20 units]		\$5.00	5,862,989
Total Estimated User Revenues:	1,647,999		7,832,556

IRRIGATION METER RATES

THREE TIER INCLINING RATE STRUCTURE		(1 Unit equals 748 gallons of water)	
Billable Units at Tier 1	5,892		
Rate/Anticipated Revenue		\$2.21	12,995
Capital Related Expenses		\$2.79	16,449
Total Tier 1 [0 - 10 units]		\$5.00	29,444
Billable Units at Tier 2	10,984		
Rate/Anticipated Revenue		\$6.91	75,927
Capital Related Expenses		\$2.79	30,667
Total Tier 2 [11-20 units]		\$9.70	106,594
Billable Units at Tier 3	4,486		
Rate/Anticipated Revenue		\$9.26	41,521
Capital Related Expenses		\$2.79	12,525
Total Tier 3 [over 20 units]		\$12.05	54,046
Total Estimated User Revenues:	21,362		190,084

Total Estimated Consumption	1,669,361	Total to be raised by user rates	\$8,022,640
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Programs and Services

Water Assistance Programs- Effective January 1, 2015, the City implemented two (2) Water and Sewer Assistance Programs for residential home-owners or tenants serviced by the City's Water and Sewer Divisions which allow qualifying customers assistance with the payment of their water and sewer bills. Information regarding these programs can be found on the City's Website.

- The first program offered is for Annual Assistance of a 25% discount off of water and sewer bills for income-eligible homeowners or tenants.
- The second program offered is for temporary assistance of up to a 50% credit toward an outstanding residential water and sewer balance to a maximum of \$300 for a financial hardship.

Water Production- Provide water production for two pressure zones supplying Portsmouth, Newington, Greenland, New Castle, Pease International Tradeport and portions of Rye, Madbury, and Durham.

- Operate and maintain Bellamy Reservoir (surface water supply).
- Operate and maintain 6 wells in Portsmouth pressure zone and 2 wells on Pease International Tradeport pressure zone (groundwater supply).
- Operate and maintain Madbury Water Treatment Plant.
- Increase public awareness of best practices in watershed management near the Bellamy Reservoir. Coordinate this effort with local communities.
- Continue to develop intermunicipal and interconnection agreements with adjacent water systems to provide response to water system emergencies. Current interconnections exist with the Rye Water District. Consultants are investigating options for an interconnection with Dover.

Water Storage- Provide water storage capacity to meet peak water demands.

- Operate and maintain 5 storage tanks in two pressure zones.

Water Distribution- Provide water distribution to service Portsmouth, Newington, Greenland, New Castle, Pease International Tradeport and portions of Rye, Madbury, and Durham.

- Provide drinking water supply.
- Provide water for fire protection.
- Operate and maintain 190 miles of system piping ranging from 2” to 24”.
- Maintain 8,300 services from the main in the street to curb shutoff, install new services.
- Maintain and install hydrants (including biannual flushing program).
- Maintain, install, and read water meters and monitor them via the automated meter reading system infrastructure.
- Maintain and exercise valves.
- Perform backflow testing annually at low hazard facilities and twice a year at high hazard facilities.
- Produce annual quality report and continued customer outreach through website updates, news releases and facility tours.

Technical Services- Provide technical services to water division

- Maintain and further develop geographic mapping and information system.
- Prepare maps and plans for information analysis and presentation.
- Prepare technical specifications, drawings, and estimates.
- Review projects in design phase and perform field survey work.
- Perform engineering inspections for water construction projects.
- Administer and operate the backflow and source water protection programs.
- Maintain and update the inventory of water system assets to utilize with ongoing maintenance and capital planning.

<u>Goals and Objectives</u>	
<p>Goal #1:</p> <p>Continue operations based on conjunctive approach to water management balancing.</p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ Implement recommendations of the Water Supply Master Plan Study of water availability and conjunctive management to optimize the efficient use of the water systems surface and groundwater supplies. ✓ Continue to encourage and implement water efficiency measures through customer outreach and water efficiency programs, including the new Water Efficiency Rebate Program which started in December 2014, the EPA's WaterSense program and the new irrigation meter ordinance. ✓ Provide adequate training and operational direction to staff to achieve operator certifications at or above required standards.

	<ul style="list-style-type: none"> ✓ Continue to develop and implement new standard operating procedures within the Water Division to optimize staff utilization, duties and operating efficiency. ✓ Continue to work on water supply contingency planning for emergencies and droughts. This planning includes working with adjacent water supplies for interconnection agreements and developing additional sources of supply. ✓ Continue to improve water meter accounting and tracking of unaccounted-for water through meter calibrations, water use audits and leak detection efforts.
<p><i>Citywide Goal Addressed: Sustainability</i></p>	
<p>Goal #2:</p> <p>Continue steps to improve water quality, water quantity and system security.</p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ Optimize Water Treatment Plant and Distribution System operations utilizing the recommendations of the Stage II Disinfection By-Product Rule upgrade Study project guidance; pursue capital projects including continuation of annual water line replacement, water source augmentation. ✓ Continue upgrade of SCADA system water supply control and security applications. ✓ Protect reservoir watershed areas and wellhead zones of contribution through land acquisition, regulation, and other available means as appropriate. ✓ Continue with the comprehensive leak detection program, identify and fix leaks in a timely manner.
<p><i>Citywide Goal Addressed: Sustainability</i></p>	
<p>Goal #3:</p> <p>Develop sustainable funding strategies</p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ Implement recommendations of rate study with focus on fair, equitable and sustainable funding utilizing the rate model as a guide. ✓ Implement water asset management and operational maintenance program database information systems to improve system operations and long-term capital planning needs. ✓ Implement the recommendations of the Water Supply Study for improved capital planning and operations.
<p><i>Citywide Goal Addressed: Sustainability</i></p>	

Performance Measures

	FY15	FY16	FY17 (Est)	FY18 (Projected)
Percent of unaccounted for water	15%	14.5%	13.5%	12.5%
Number of water main breaks	35	29	22	22
Million Gallons Delivered (Surface and Groundwater)	1,655	1,669	1,675	1,670
Millions Gallons of Groundwater Treated	650	611	600	590
Millions Gallons of Surface Water Treated	1,005	1,058	1,075	1,080
Customer Water Meter Replacements	391	414	375	450

2017-2018 BUDGETED POSITION AND SALARY DETAIL

WATER DIVISION		POSITION	SALARY
ADMINISTRATION			
NON GRADE 28	D	② DEPUTY CITY MANAGER	12,973
PMA GRADE 24	E	① DEPUTY PW DIRECTOR	56,062
PMA GRADE 18	F	⑧ ASSISTANT CITY MANAGER	17,223
NON GRADE 16	E	③ OPERATIONS MANAGER	19,017
PMA GRADE 13	D	⑦ PUBLIC INFORMATION OFFICER	18,808
PMA GRADE 11	G	⑨ FINANCE ASSISTANT	15,648
PMA GRADE 9	B	③ ADMIN ASSIST I	11,734
1386B GRADE 7	9E/3F	③ ADMIN CLERK	11,231
1386 GRADE 7	E	③ DISPATCHER	11,208
1386B GRADE 5	3D/9E	① COLLECTIONS / BILLING CLERK	20,018
PMA GRADE 7	B	③ SPECIAL PROJECT COORDINATOR	10,694
SMA GRADE 14	3.5B/8.5C	⑤ EQUIPMENT MAINTENANCE FOREMAN	18,634
1386 GRADE 9	E	⑤ EQUIPMENT MECHANIC	14,811
1386 GRADE 9	E	⑤ EQUIPMENT MECHANIC	14,811
1386 GRADE 9	G	⑤ EQUIPMENT MECHANIC	15,636
1386 GRADE 9	E	⑤ EQUIPMENT MECHANIC	14,811
1386 GRADE 6	G	⑤ TRUCK DRIVER 1	13,534
1386 GRADE 7	E	⑤ INVENTORY TECHNICIAN	13,450
		EDUCATION STIPENDS	1,232
		TOTAL	311,535
ENGINEERING			
PMA GRADE 22	E	① ENGINEER SUPERVISOR	50,890
PMA GRADE 15	E	① GIS COORDINATOR	36,238
PMA GRADE 15	G	④ ENVIRONMENTAL PLANNER/SUSTAINABILITY COORDINATOR	18,990
PMA GRADE 16	E	① SCADA MANAGER	38,033
PMA GRADE 16	E	① ASST. ENGINEER	38,033
1386B GRADE 8	F	① CAD TECH	24,055
		EDUCATION STIPENDS	1,155
		TOTAL	207,394
WATER SUPPLY AND TREATMENT			
PMA GRADE 18	E	WATER RESOURCES MANAGER	83,810
SMA GRADE 13	F	ACPO	67,920
PMA GRADE 9	6A/6B	WATER QUALITY SPECIALIST	45,835
1386 GRADE 8	G	PLANT OPER 1	49,682
1386 GRADE 8	G	PLANT OPER 1	49,682
1386 GRADE 8	G	PLANT OPER 1	49,682
1386 GRADE 8	E	PLANT OPER 1	47,058
1386 GRADE 8	G	PLANT OPER 1	49,682
		EDUCATION STIPEND	1,540
		ON CALL MONITORING	15,800
		TOTAL	460,691
DISTRIBUTION AND METERS			
SMA GRADE 15	E	① GEN FOREMAN	36,419
SMA GRADE 13	E	WATER FOREMAN	66,102
SMA GRADE 13	9E/3F	① WATER BILLING FOREMAN	33,278
1386 GRADE 9	F	EQUIP OPER 2	50,727
1386 GRADE 8	F	EQUIP OPER 1	48,352
1386 GRADE 7	F	UTILITY MECH	46,067
1386 GRADE 7	G	① UTILITY MECH	23,666
1386 GRADE 7	8E/4F	UTILITY MECH	45,244
1386 GRADE 7	F	① UTILITY MECH	23,033
1386 GRADE 6	E	① W/S METER READER	21,366
1386 GRADE 7	G	① UTILITY MECH	23,666
1386 GRADE 5	E	LABORER	40,721
1386 GRADE 5	E	LABORER	40,721
			1,240
		TOTAL	500,602
		TOTAL FULL TIME	1,480,222
NON GRADE 4	A	③ SECRETARY	5,863
			5,871
		TOTAL PART TIME	29,409
		TOTAL DEPARTMENT	1,521,365

FOR TOTAL SALARY, PLEASE SEE PERSONNEL SUMMARY

- ① 50% WATER, 50% SEWER
65% PLANNING, 10% HEALTH DEPARTMENT, 5% INSPECTION,
- ② 10% WATER, 10% SEWER
- ③ 25% WATER, 25% SEWER, 25% PUBLIC WORKS, 25% PARKING
25% WATER, 25% SEWER, 30% PLANNING, 20% COAKLEY
- ④ LANDFILL TRUST
- ⑤ 30% PUBLIC WORKS, 30% WATER, 30% SEWER, 10% PARKING
- ⑦ 30% WATER, 30% SEWER, 20% PUBLIC WORKS, 20% PARKING
7.5% PLANNING, 5% CDBG, 20% PW, 20% PARKING, 20% WATER,
- ⑧ 20% SEWER, 7.5% TRUSTEES OF TRUST FUNDS
- ⑨ 48% FINANCE, 25% SEWER, 25% WATER, 2% SCHOOL

	FY16	FY16	FY17	FY18
	BUDGET	ACTUAL	BUDGET	CITY MANAGER
				RECOMMENDED

WATER DEPARTMENT

ADMINISTRATION PORTSMOUTH 50-751-610-51-100-492

011001	REGULAR SALARIES	265,877	245,447	293,499	311,535
011061	INSURANCE REIMBURSEMENT	8,305	6,809	11,850	12,000
011064	COLL BARG CONTINGENCY	24,255	-	7,436	2,600
012001	PART TIME SALARIES	-	-	5,308	5,863
014041	OVERTIME	1,000	762	2,100	4,000
015001	LONGEVITY	10,069	9,815	10,029	10,569
016001	LEAVE AT TERMINATION	30,000	(86,316)	30,000	30,000
021001	INSURANCE-HEALTH	480,081	372,315	514,000	472,000
021101	INSURANCE-DENTAL	28,249	22,637	30,350	29,100
021501	INSURANCE-LIFE	2,473	2,814	3,376	3,406
021601	INSURANCE-DISABILITY	7,420	5,371	6,440	6,314
021802	OPEB EXPENSE	33,320	30,933	12,000	15,000
022001	SOCIAL SECURITY	17,506	16,310	19,906	21,326
022501	MEDICARE	4,094	3,905	4,655	4,988
023001	RETIREMENT	30,935	30,514	35,234	37,114
023004	RETIREMENT-OPEB LIAB ADJ	-	70,342	10,000	15,000
026002	INSURANCE-WORKERS COMP	21,417	21,417	27,858	24,035
030101	PROF SERVICES-AUDIT	7,112	7,112	7,112	7,200
031002	PROF SERVICES-ENGINEERING	5,000	9,836	7,500	10,000
032001	PROF SERVICES-O/S COUNSEL	5,000	22,235	5,000	20,000
033002	ADMINISTRATIVE OVERHEAD	552,326	552,326	571,227	580,231
034001	LOCK BOXES	15,000	8,940	15,000	15,000
034103	TELEPHONE	500	859	500	500
034206	SOFTWARE-ANNUAL MAINT	36,450	36,815	36,450	56,418
035002	PROF SERV- SUBSTANCE TEST	750	-	750	750
035004	OCCUPATIONAL HEALTH	2,500	3,022	2,500	2,500
039054	PROF/SERVICES-CONTRACT	-	-	-	-
043024	REPAIRS-VEHICLE	500	-	500	-
043026	REPAIRS-COMPUTER EQUIP	500	-	500	-
043027	REPAIRS-OFFICE EQUIPMENT	-	-	-	-
043028	MAINTENANCE	2,500	9,427	2,500	11,000
048002	PROPERTY INSURANCE	46,287	46,287	49,506	50,794
053001	ADVERTISING	3,300	2,345	3,300	3,300
054003	STATE CERTIFICATION	-	38	-	-
054050	TRAINING	1,350	2,054	1,350	3,000
055050	PRINTING	12,500	8,914	12,500	12,500
056001	DUES PROFESSIONAL ORGANIZ	1,200	1,559	1,500	1,500
057101	TRAVEL AND CONFERENCE	1,500	5,630	2,500	2,500
061001	FIRST AID	-	-	-	1,900
062001	OFFICE SUPPLIES	3,300	4,432	3,500	4,000
062011	OPERATING SUPPLIES	-	773	-	-
062501	POSTAGE	28,800	23,100	28,800	28,800
063501	GASOLINE	69,725	25,509	40,000	40,000
067001	BOOKS & PERIODICALS	-	-	-	-
074000	MACHINERY AND EQUIPMENT	2,500	447	2,500	-
074003	SOFTWARE	-	50,000	-	-
075001	FURNITURE AND FIXTURES	-	10,000	-	-
081005	TAXES	118,000	126,075	118,000	125,500
086001	DEPRECIATION	1,676,000	1,577,929	1,700,000	1,780,000
088011	ASSISTANCE WATER/SEWER	25,000	1,586	10,000	5,000
092101	FINANCING FEES ON DEBT	20,000	79,926	25,000	10,500
098102	INTEREST-BONDED DEBT	1,096,925	1,394,706	1,155,219	1,048,660
		4,699,526	4,764,954	4,827,255	4,826,403

ENGINEERING ADMIN PORTSMOUTH 50-751-610-52-100-492

011001	REGULAR SALARIES	196,569	213,521	201,424	207,394
012001	PART TIME SALARIES	29,409	21,945	29,409	29,409
014041	OVERTIME	-	298	-	-
022001	SOCIAL SECURITY	14,011	13,789	14,313	14,682
022501	MEDICARE	3,278	3,225	3,347	3,434
023001	RETIREMENT	21,947	23,610	22,500	23,601
031002	PROF SERVICES-ENGINEERING	20,000	960	15,000	20,000
033004	GROUNDWATER PROTECT PRGM	10,000	32,555	15,000	15,000
034103	TELEPHONE	1,840	1,352	1,840	1,840
034104	CELLULAR PHONES	1,800	958	1,800	1,800
039054	PROF/SERVICES-CONTRACT	1,500	5,046	-	10,000
043028	MAINTENANCE	1,500	23	1,500	-
054050	TRAINING	2,500	939	2,500	2,500
056001	DUES PROFESSIONAL ORGANIZ	1,500	675	1,500	1,500
057101	TRAVEL AND CONFERENCE	1,750	1,678	2,250	2,250
062001	OFFICE SUPPLIES	1,800	130	1,800	-

		FY16	FY16	FY17	FY18
		BUDGET	ACTUAL	BUDGET	CITY MANAGER
					RECOMMENDED
062007	COMPUTER/PRINTER SUPPLIES	4,500	25	4,500	500
062011	OPERATING SUPPLIES	1,200	80	1,200	500
067001	BOOKS & PERIODICALS	500	55	500	500
074000	MACHINERY AND EQUIPMENT	1,000	75	1,000	-
		316,604	320,939	321,383	334,910

TREATMENT PLANT PORTSMOUTH
50-751-650-54-180-492

011001	REGULAR SALARIES	317,280	372,821	427,147	401,056
011060	ON CALL MONITORING	15,303	14,882	15,600	15,800
014041	OVERTIME	10,498	10,730	10,500	15,000
022001	SOCIAL SECURITY	21,271	23,419	28,102	26,775
022501	MEDICARE	4,975	5,477	6,572	6,262
023001	RETIREMENT	38,322	44,339	50,627	49,145
031003	PROF SERVICES-SCADA	7,500	6,330	7,500	18,000
034103	TELEPHONE	10,000	7,746	10,000	13,200
034104	CELLULAR PHONES	8,800	4,746	8,800	8,800
039051	SECURITY/ALARMS	1,500	2,181	1,500	3,000
041002	ELECTRICITY	206,522	162,854	180,000	180,000
041101	NATURAL GAS	-	699	-	-
041103	PROPANE GAS	27,500	18,185	28,000	24,000
041301	RUBBISH REMOVAL	260	974	260	600
041308	SLUDGE DISPOSAL	200,000	57,783	175,000	125,000
043002	REPAIRS-ELECTRICAL	7,500	2,731	7,500	7,500
043005	REPAIRS-HEATING SYSTEM	3,100	39,001	3,100	3,500
043018	REPAIRS-EQUIPMENT	15,000	48,339	25,000	30,000
043024	REPAIRS-VEHICLE	9,500	9,742	9,500	9,500
043025	REPAIRS-BLDINGS & GROUNDS	3,500	5,567	5,000	12,000
043026	REPAIRS-COMPUTER EQUIP	3,500	170	5,000	500
043028	MAINTENANCE	7,500	11,966	12,500	15,000
043029	LAGOONS	-	-	-	-
043030	BELLAMY DAM	8,500	6,261	8,500	10,000
043031	SCADA EQUIPMENT	2,500	5,163	6,000	8,000
044002	RENTAL OTHER EQUIPMENT	-	-	-	-
054003	STATE CERTIFICATION	1,750	-	1,750	600
054050	TRAINING	1,000	4,240	1,250	2,500
056007	OPERATIONAL PERMITS	500	-	500	750
057101	TRAVEL AND CONFERENCE	1,500	2,818	1,500	1,500
057102	TRAVEL REIMBURSEMENT	750	889	750	900
061001	FIRST AID	1,000	849	1,000	-
062001	OFFICE SUPPLIES	2,000	3,845	2,000	2,100
062007	COMPUTER/PRINTER SUPPLIES	500	1,519	500	500
062011	OPERATING SUPPLIES	5,000	6,127	5,000	5,500
062501	POSTAGE	-	476	-	-
063600	DIESEL FUEL	2,142	-	2,142	1,000
063800	MATERIALS-CHEMICALS	440,000	312,707	357,500	350,000
067001	BOOKS & PERIODICALS	-	101	-	-
068001	CLOTHING ALLOWANCE	-	-	-	-
068002	CLOTHING	3,750	3,337	3,750	3,750
068003	PROTECTIVE CLOTHING	750	16	1,375	750
068030	TOOLS	4,000	2,814	4,000	4,000
072000	BUILDINGS	5,000	345	5,000	5,000
074000	MACHINERY AND EQUIPMENT	5,000	1,539	7,500	15,000
092101	FINANCING FEES ON DEBT	-	-	-	-
		1,404,973	1,203,727	1,427,225	1,376,488

TREATMENT PLANT PEASE
50-751-650-54-580-492

011001	REGULAR SALARIES	56,546	-	-	-
014041	OVERTIME	875	694	800	-
022001	SOCIAL SECURITY	3,560	40	50	-
022501	MEDICARE	833	9	12	-
023001	RETIREMENT	6,414	78	89	-
031003	PROF SERVICES-SCADA	1,500	-	2,500	3,000
034103	TELEPHONE	200	-	200	-
039010	PROF/SERVICES-LAB TESTS	-	415	-	10,000
039051	SECURITY/ALARMS	200	-	200	500
041002	ELECTRICITY	25,000	24,952	25,000	28,000
041101	NATURAL GAS	2,142	-	2,142	-
041102	HEATING OIL	2,142	-	2,142	-
041301	RUBBISH REMOVAL	100	-	100	100

		FY16	FY16	FY17	FY18
		BUDGET	ACTUAL	BUDGET	CITY MANAGER
					RECOMMENDED
043002	REPAIRS-ELECTRICAL	750	36	1,250	1,800
043018	REPAIRS-EQUIPMENT	5,000	3,882	5,000	6,000
043025	REPAIRS-BLDINGS & GROUNDS	1,500	109	1,500	1,500
043028	MAINTENANCE	500	685	500	1,000
056001	DUES PROFESSIONAL ORGANIZ	-	-	-	-
061001	FIRST AID	100	-	100	-
063800	MATERIALS-CHEMICALS	5,000	589	1,500	-
068001	CLOTHING ALLOWANCE	-	-	-	-
068030	TOOLS	-	-	-	-
074000	MACHINERY AND EQUIPMENT	5,000	592	5,000	5,000
		117,362	32,080	48,085	56,900

LABORATORY PORTSMOUTH
50-751-650-55-180-492

011001	REGULAR SALARIES	56,853	55,983	54,922	43,835
014041	OVERTIME	613	1,800	650	-
022001	SOCIAL SECURITY	3,563	3,193	3,445	2,718
022501	MEDICARE	833	747	806	636
023001	RETIREMENT	6,419	6,413	6,207	4,988
039010	PROF/SERVICES-LAB TESTS	35,750	40,383	35,750	57,000
043018	REPAIRS-EQUIPMENT	2,000	1,778	2,500	2,500
043028	MAINTENANCE	2,000	1,271	2,500	1,000
056001	DUES PROFESSIONAL ORGANIZ	-	249	-	-
056007	OPERATIONAL PERMITS	-	-	-	-
057102	TRAVEL REIMBURSEMENT	-	111	-	-
061002	MISCELLANEOUS SUPPLIES	-	-	-	-
062001	OFFICE SUPPLIES	500	564	750	750
062011	OPERATING SUPPLIES	11,000	9,951	13,500	13,500
067001	BOOKS & PERIODICALS	150	-	150	200
068003	PROTECTIVE CLOTHING	100	78	250	250
068030	TOOLS	250	-	250	-
074000	MACHINERY AND EQUIPMENT	2,500	2,107	3,500	2,500
		122,531	124,629	125,180	129,877

TREATMENT-WELLS PORTSMOUTH
50-751-650-56-171-492

011001	REGULAR SALARIES	15,595	-	-	-
014041	OVERTIME	8,546	13,819	9,500	14,000
022001	SOCIAL SECURITY	1,497	805	589	868
022501	MEDICARE	350	189	138	203
023001	RETIREMENT	2,697	1,544	1,061	1,593
039054	PROF/SERVICES-CONTRACT	10,000	3,340	15,000	-
041002	ELECTRICITY	70,961	62,004	62,500	62,500
041101	NATURAL GAS	3,212	880	3,212	-
041103	PROPANE GAS	-	-	-	3,212
043002	REPAIRS-ELECTRICAL	6,500	30	8,500	8,500
043018	REPAIRS-EQUIPMENT	10,000	42,789	15,000	15,000
043025	REPAIRS-BLDINGS & GROUNDS	2,500	12,302	7,500	7,500
043028	MAINTENANCE	12,500	28,819	15,000	40,000
043032	GENERATOR MAINTENANCE	3,500	-	3,500	1,500
062011	OPERATING SUPPLIES	1,250	862	1,250	1,250
063800	MATERIALS-CHEMICALS	6,000	-	6,000	-
068030	TOOLS	250	-	250	-
074000	MACHINERY AND EQUIPMENT	5,000	20,590	7,500	7,500
		160,358	187,972	156,500	163,626

STORAGE TANKS PORTSMOUTH
50-751-650-57-177-492

041002	ELECTRICITY	6,500	4,354	2,850	4,000
043018	REPAIRS-EQUIPMENT	1,500	7,784	1,500	4,000
043025	REPAIRS-BLDINGS & GROUNDS	750	-	750	750
043028	MAINTENANCE	7,500	1,343	7,500	3,000
098102	INTEREST-BONDED DEBT	-	21	-	-
		16,250	13,503	12,600	11,750

STORAGE TANKS PEASE
50-751-650-57-577-492

041002	ELECTRICITY	1,508	2,603	1,550	1,600
043018	REPAIRS-EQUIPMENT	550	-	550	4,000
043025	REPAIRS-BLDINGS & GROUNDS	1,000	-	1,000	400
043028	MAINTENANCE	1,000	1,585	1,000	1,000
		4,058	4,187	4,100	7,000

		FY16	FY16	FY17	FY18
		BUDGET	ACTUAL	BUDGET	CITY MANAGER
					RECOMMENDED

BOOSTER STATION PORTSMOUTH
50-751-650-58-182-492

039051	SECURITY/ALARMS	-	-	-	-
041002	ELECTRICITY	80,310	57,920	61,000	61,000
041102	HEATING OIL	2,500	-	2,000	-
041103	PROPANE GAS	-	-	-	2,000
043018	REPAIRS-EQUIPMENT	2,000	-	4,000	6,000
043025	REPAIRS-BLDINGS & GROUNDS	5,000	2,465	7,500	5,000
043028	MAINTENANCE	3,000	373	5,000	5,000
043032	GENERATOR MAINTENANCE	500	-	500	500
062011	OPERATING SUPPLIES	500	-	500	-
074000	MACHINERY AND EQUIPMENT	7,500	7,289	7,500	9,000
		101,310	68,047	88,000	88,500

DISTRIBUTION-ADMIN PORTSMOUTH
50-751-660-51-100-492

011001	REGULAR SALARIES	160,467	206,169	170,608	133,711
012001	PART TIME SALARIES	5,871	-	5,871	5,871
014041	OVERTIME	5,500	20,772	5,500	10,000
022001	SOCIAL SECURITY	10,654	13,195	11,283	9,274
022501	MEDICARE	2,492	3,086	2,639	2,169
023001	RETIREMENT	18,539	25,593	19,683	16,354
034101	PAGERS	-	64	-	-
034103	TELEPHONE	3,750	2,743	3,750	3,750
034104	CELLULAR PHONES	3,000	2,954	3,000	3,200
039051	SECURITY/ALARMS	-	-	-	-
041002	ELECTRICITY	-	-	-	-
041305	HOUSEHOLD HAZARDOUS WASTE	20,000	17,570	20,000	15,000
043018	REPAIRS-EQUIPMENT	5,000	1,318	5,000	10,000
043024	REPAIRS-VEHICLE	23,500	29,313	27,500	35,000
043025	REPAIRS-BLDINGS & GROUNDS	1,750	1,533	1,750	500
043027	REPAIRS-OFFICE EQUIPMENT	1,000	-	1,000	-
043028	MAINTENANCE	5,000	1,032	7,500	1,600
044002	RENTAL OTHER EQUIPMENT	2,500	-	2,500	1,000
054003	STATE CERTIFICATION	1,250	-	1,250	1,250
054050	TRAINING	2,100	3,205	2,750	1,500
055050	PRINTING	500	-	500	-
056001	DUES PROFESSIONAL ORGANIZ	450	-	750	-
057101	TRAVEL AND CONFERENCE	-	-	-	750
061001	FIRST AID	560	376	800	-
062001	OFFICE SUPPLIES	700	1,438	1,000	1,400
062011	OPERATING SUPPLIES	1,150	3,166	4,500	4,500
065051	GROUNDSKEEPING-DIG SAFE	4,000	3,649	4,500	4,500
067001	BOOKS & PERIODICALS	150	-	150	150
068002	CLOTHING	6,500	4,921	6,500	6,500
068003	PROTECTIVE CLOTHING	750	304	1,813	1,850
068012	STOCK INVENTORY	-	(4,402)	-	1,000
068016	MATERIALS	11,700	3,748	12,500	7,500
068030	TOOLS	4,500	10,435	6,000	6,500
074000	MACHINERY AND EQUIPMENT	4,500	23,682	7,500	8,000
		307,833	375,864	338,097	292,829

DISTRIBUTION CROSSCONNECT
50-751-660-53-100-492

011001	REGULAR SALARIES	21,237	23,804	21,317	23,666
014041	OVERTIME	817	148	800	800
022001	SOCIAL SECURITY	1,367	1,329	1,371	1,517
022501	MEDICARE	320	311	321	355
023001	RETIREMENT	2,463	2,675	2,470	2,784
043028	MAINTENANCE	570	-	1,000	-
054003	STATE CERTIFICATION	130	-	250	-
054050	TRAINING	650	-	1,000	-
056001	DUES PROFESSIONAL ORGANIZ	250	-	500	-
057101	TRAVEL AND CONFERENCE	750	-	1,250	-
062001	OFFICE SUPPLIES	150	261	150	300
062011	OPERATING SUPPLIES	1,250	-	1,250	500
067001	BOOKS & PERIODICALS	200	-	200	-
074000	MACHINERY AND EQUIPMENT	1,000	-	1,000	1,000
		31,154	28,529	32,879	30,922

DISTRIBUTION-MAINS PORTSMOUTH
50-751-660-61-100-492

011001	REGULAR SALARIES	102,377	126,585	102,763	144,323
012001	PART TIME SALARIES	-	-	-	-
014041	OVERTIME	20,000	43,162	25,000	20,000

		FY16	FY16	FY17	FY18
		BUDGET	ACTUAL	BUDGET	CITY MANAGER
					RECOMMENDED
022001	SOCIAL SECURITY	7,587	9,859	7,921	10,188
022501	MEDICARE	1,774	2,306	1,853	2,383
023001	RETIREMENT	13,670	18,961	14,271	18,700
039052	PROF/SERV-CAPITAL OUTLAY	-	-	-	-
039054	PROF/SERVICES-CONTRACT	5,000	30,890	5,000	10,000
039055	PROF/SERV-CONTRACT-BILLAB	-	-	-	-
044002	RENTAL OTHER EQUIPMENT	1,000	-	1,000	5,000
068003	PROTECTIVE CLOTHING	-	-	-	750
068016	MATERIALS	97,500	70,365	97,500	133,000
		248,908	302,129	255,308	344,344
DISTRIBUTION-SERVICES PORTSMOUTH					
50-751-660-62-100-492					
011001	REGULAR SALARIES	54,171	68,629	54,375	81,442
012001	PART TIME SALARIES	-	-	-	-
014041	OVERTIME	5,200	4,240	8,000	8,000
022001	SOCIAL SECURITY	3,681	4,237	3,867	5,545
022501	MEDICARE	861	991	904	1,297
023001	RETIREMENT	6,632	8,121	6,967	10,178
039011	CAPITAL OUTLAY-CONTRACT	-	-	-	-
039054	PROF/SERVICES-CONTRACT	-	-	-	-
039055	PROF/SERV-CONTRACT-BILLAB	-	70	-	-
068013	MATERIAL-BILLABLE	-	-	-	-
068016	MATERIALS	35,000	47,363	35,000	35,000
074000	MACHINERY AND EQUIPMENT	1,250	-	1,250	1,250
		106,795	133,651	110,363	142,712
DISTRIBUTION-HYDRANTS PORTSMOUTH					
50-751-660-63-100-492					
011001	REGULAR SALARIES	56,363	37,571	56,576	46,067
012001	PART TIME SALARIES	-	-	-	-
014041	OVERTIME	17,500	1,681	17,500	5,000
022001	SOCIAL SECURITY	4,580	2,280	4,593	3,166
022501	MEDICARE	1,071	533	1,074	740
023001	RETIREMENT	8,251	4,385	8,274	5,811
039054	PROF/SERVICES-CONTRACT	1,250	-	50,000	50,000
068016	MATERIALS	12,200	26,338	12,200	12,200
068030	TOOLS	500	-	500	500
074000	MACHINERY AND EQUIPMENT	2,500	-	2,500	2,500
		104,215	72,788	153,217	125,984
DISTRIBUTION-METERS PORTSMOUTH					
50-751-660-64-100-492					
011001	REGULAR SALARIES	75,560	33,742	76,560	71,393
014041	OVERTIME	3,000	1,118	3,000	3,000
022001	SOCIAL SECURITY	4,871	2,058	4,932	4,612
022501	MEDICARE	1,139	481	1,153	1,079
023001	RETIREMENT	8,775	3,893	8,887	8,466
039054	PROF/SERVICES-CONTRACT	11,000	19,762	11,000	11,000
043018	REPAIRS-EQUIPMENT	8,500	26,676	8,500	8,500
062011	OPERATING SUPPLIES	550	-	750	750
068003	PROTECTIVE CLOTHING	-	-	187	150
068016	MATERIALS	71,000	102,729	75,000	75,000
074000	MACHINERY AND EQUIPMENT	5,000	6,120	5,000	5,000
		189,395	196,578	194,969	188,950
TOTAL WATER DIVISION		7,931,272	7,829,579	8,095,161	8,121,195
CASH REQUIREMENTS ADJUSTMENTS					
021802	OPEB EXPENSE	(33,320)	(33,320)	(33,320)	(30,000)
070000	CAPITAL OUTLAY	700,000	700,000	900,000	1,120,000
086001	DEPRECIATION	(1,676,000)	(1,676,000)	(1,700,000)	(1,780,000)
098001	PRINCIPAL-BONDED DEBT	1,937,528	1,937,528	2,142,528	2,142,528
098102	INTEREST-BONDED DEBT	(14,773)	(14,773)	(14,401)	27,002
098010	PROJECTED NEW BOND PAYMNT	-	-	-	112,500
099002	ROLLING STOCK	201,500	201,500	199,000	210,000
Total Cash Requirements Adjustment		1,114,935	1,114,935	1,493,807	1,802,030
TOTAL CASH REQUIREMENTS WATER		9,046,207	8,944,514	9,588,968	9,923,225

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Sewer Division

Services Overview

- ✓ Sewer Assistance Programs
- ✓ Wastewater Collection
- ✓ Wastewater Treatment
- ✓ Technical Services

Department Budget Comments

The Sewer Division's proposed cash requirement budget for FY18 is \$15,222,638. This represents an increase of \$292,184 or 2% from FY17.

Budget Summary of Expenditures

SEWER DEPARTMENT	FY16 BUDGET	FY16 ACTUAL	FY17 BUDGET	FY18 CITY MANAGER RECOMMENDED
SALARIES	1,546,673	1,443,884	1,617,124	1,852,193
PART-TIME SALARIES	35,280	4,343	40,588	41,143
OVERTIME	100,987	106,499	101,400	123,100
LONGEVITY	10,069	9,894	11,893	11,403
HEALTH INSURANCE	494,987	508,639	451,500	513,000
DENTAL INSURANCE	34,608	33,607	32,000	35,700
INSURANCE REIMBURSEMENT	18,812	21,146	26,319	24,140
LEAVE AT TERMINATION	30,000	60,433	30,000	30,000
WORKERS' COMPENSATION	17,827	17,827	13,929	14,458
RETIREMENT	185,172	177,509	193,230	226,086
OTHER BENEFITS	161,803	88,873	168,163	198,912
COLLECTIVE BARGAINING CONTINGENCY	27,255	-	5,648	3,400
<i>Contractual Obligations</i>	2,663,473	2,472,653	2,691,794	3,073,535
CHEMICALS	970,028	647,247	673,000	676,000
REPAIRS & MAINTENANCE	282,075	546,043	331,825	346,775
ELECTRICITY	584,817	415,306	452,500	457,500
NATURAL GAS	13,229	9,224	9,729	12,000
PROPANE & FUEL OIL	60,607	33,613	41,107	33,500
GASOLINE & DIESEL	60,100	25,235	49,350	50,350
ADMINISTRATIVE OVERHEAD	552,326	552,326	571,227	580,231
SLUDGE/GRIT REMOVAL	327,000	348,236	320,500	365,500
PROF CONTRACTED SERVICES	145,759	239,780	150,259	243,659
PERMITS EXPENSES/LEGAL FEES	205,000	235,205	147,500	425,000
INTEREST ON DEBT	2,017,555	1,542,217	2,051,697	2,035,122
DEPRECIATION	2,100,000	1,879,974	2,000,000	2,010,000
EQUIPMENT	174,500	364,577	189,000	165,500
STOCK MATERIAL	70,500	118,900	70,500	116,500
ASSISTANCE PROGRAM	50,000	3,416	20,000	20,000
OTHER OPERATING	587,099	501,908	528,752	582,474
<i>Other Operating</i>	8,200,595	7,463,207	7,606,946	8,120,111
TOTAL FULL ACCRUAL BASIS	10,864,068	9,935,860	10,298,740	11,193,646
CASH REQUIREMENTS ADJUSTMENTS				
OPEB EXPENSES	(21,791)	(21,791)	(21,791)	(30,000)
CAPITAL OUTLAY	950,000	950,000	2,400,000	1,550,000
DEPRECIATION	(2,100,000)	(2,100,000)	(2,000,000)	(2,010,000)
PRINCIPAL-BONDED DEBT	3,595,593	3,595,593	3,795,593	3,845,593
ACCRUED INTEREST ADJ	(449,370)	(449,370)	7,912	(14,101)
PROJECTED PRINCIPAL DEBT	-	-	-	215,000
ROLLING STOCK	502,000	502,000	450,000	472,500
CASH ADJUSTMENT	2,476,432	2,476,432	4,631,714	4,028,992
TOTAL CASH REQUIREMENTS	13,340,500	12,412,292	14,930,454	15,222,638

Operating Costs – Cash Basis

Personnel costs for the Sewer Division represents 20% of the total cash requirements, the remaining 80% represent costs related to the collection and treatment of the sewer system which includes capital outlay and repayment of debt.

In FY17, the City continued to move forward with the Peirce Island Wastewater Treatment Facility (WWTF) Upgrade. Public meetings and presentations were held with the City

Council and other committees and organizations. A significant milestone was the March 7, 2016 meeting where staff presented the option of the City financing a large portion of the project through the State of New Hampshire's State Revolving Loan Fund. The City Council approved up to \$75 million of use of funds from this program to pay for the construction upgrades. Cost savings will be realized through principal forgiveness of 5% of the loan (approx. \$3.75 million), an interest rate that is locked in at 2.23% over 20 years, and loan repayments which will commence one year after the completion of the project. This funding approach will allow the City to continue with predictable and stable sewer rate increases rather than having to absorb the cost of these upgrades in a shorter timeline.

Methuen Construction of Salem, New Hampshire was awarded the construction contract for the WWTF upgrade which began in the fall of 2016. The biological treatment system components will be completed by December 2019 as required by the City's Consent Decree with the Environmental Protection Agency (EPA).

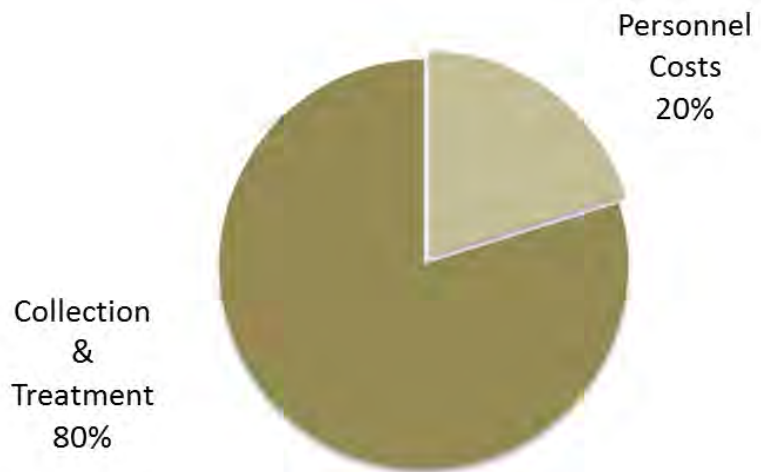
To support its wastewater NPDES permits and as agreed in the Consent Decree Second Modification, the Sewer Division will continue to support scientific research of the receiving water bodies through studies including water quality monitoring in the Piscataqua River. The City continued with efforts to work with the EPA, the DES, and other communities in the Great Bay watershed to ensure regulatory requirements are based on sound science and when necessary, legally challenge the regulators to document that their requirements are justified.

The Pease Wastewater Treatment Facility Upgrade construction, planned to begin construction in FY17, was extended into FY18. Portions of the Pease facility have not been upgraded since its original construction in the 1950s. It is anticipated that the City will complete the work in phases utilizing the recommendations of previous engineering evaluations. During FY17, final design of the first phase of upgrades, including a new headworks building (screening, grit removal, raw sewage pumping and odor control), was completed and construction is anticipated to begin in FY18. The Division continues to work with Pease International Tradeport customers to identify future needs for additional treatment capacity.

As the rate projections presented here and in past public presentations show, the City of Portsmouth continues to maintain the position with the regulators that stringent treatment plant discharge limits in their NPDES permit may have major financial implications without clear justification of the environmental benefit. Therefore, the City continues to support its NPDES permit negotiations through scientific efforts and studies that better define the City's impact on the Piscataqua River.

Sewer User Rates

As with the Water Division budget, the FY18 Sewer budget utilized the updated Water and Sewer Rate Model to project rates needed to address major capital project costs. The rate model serves as a tool to allow for long-term planning. Prudent financial planning continues to result in predictable and stable rate increases to allow for funding of future capital projects without major impacts to customers. As a result of anticipated future major capital investments, such as with the Peirce Island WWTF upgrades, the City implemented a rate stabilization



reserve policy in FY14 as recommended by the City's Water and Sewer Rate Model consultant. This policy allows for either the increase or use of net position to create a rate structure that is stable and predictable from year to year to lessen the user rate impact due to future capital investments or unanticipated losses of revenue. Therefore, this FY18 budget incorporates the recommendations of this model and the policy changes accepted by the Council.

The Sewer Division uses a two-tier inclining rate block structure similar to the Water Division. Sewer charges are based on water consumption. The first 10 units (a unit is 100 cubic feet or 748 gallons) of consumption per month will be billed at one rate, and any consumption greater than 10 units will be billed at a higher rate. This two-tier inclining rate block structure provides an equitable method of financing of wastewater operations.

The FY18 user rates reflect a 4% increase from the FY17 rates.

The proposed sewer rate for the first 10 units of water consumed per month will increase from \$12.24 to \$12.73, of which \$6.75 per unit is directly related to the capital needs and debt repayment for the EPA mandated LTCP and treatment facility upgrade projects. The rate for the consumption over 10 units per month will be increased from \$13.47 to \$14.00 of which \$6.75 is related to capital and debt repayment requirements.

FY18 Proposed Sewer Rates	
	FY18 Rates (per unit)
First Tier Rate (10 units or less per month)	
Capital Related Rate, per unit billed	\$6.75
First 10 units billed per month	\$5.98
Total First Tier Rate	\$12.73
Second Tier Rate (over 10 units per month)	
Capital Related Rate, per unit billed	\$6.75
Over 10 units billed per month	\$7.25
Total Second Tier Rate	\$14.00

The sewer rate continues to be strongly impacted by the capital costs associated with Federal and State regulatory issues. Future capital upgrades associated with these mandates are currently being planned as the City continues with the Long Term Control Plan sewer separation program and implementation of the Wastewater Masterplan.

Detailed water usage analysis was performed as part of the comprehensive Water and Sewer rate study. The study analyzed water usage for all customers based on 2012 usage. This analysis provided a detailed picture of

FY18 Sewer Rate			
Average Residential Customer Bill			
Monthly Consumption in units (1unit = 100 cf = 748 gallons)			
	Rate	Billed Units	Month Charge
Capital Related Rate, per unit	\$6.75	5	\$33.75
1st Tier sewer service rates	\$5.98	5	\$29.90
Minimum Charge (5/8" meter)	\$0.00	n/a	\$0.00
Total Monthly Charge			\$63.65
Total Annual Charge			\$763.80

the usage demographics throughout the water and sewer systems. User categories were evaluated for commercial, industrial and residential customers. That analysis showed that an average single-family customer on the Portsmouth water and sewer system uses 5 units per month. Therefore, the adjacent table depicts the monthly and annual water charges for a residential customer using 5 units per month.

Capital Projects

The table represent capital projects and rolling stock equipment identified in the Capital Improvement Plan, Appendix II and Rolling Stock Appendix I.

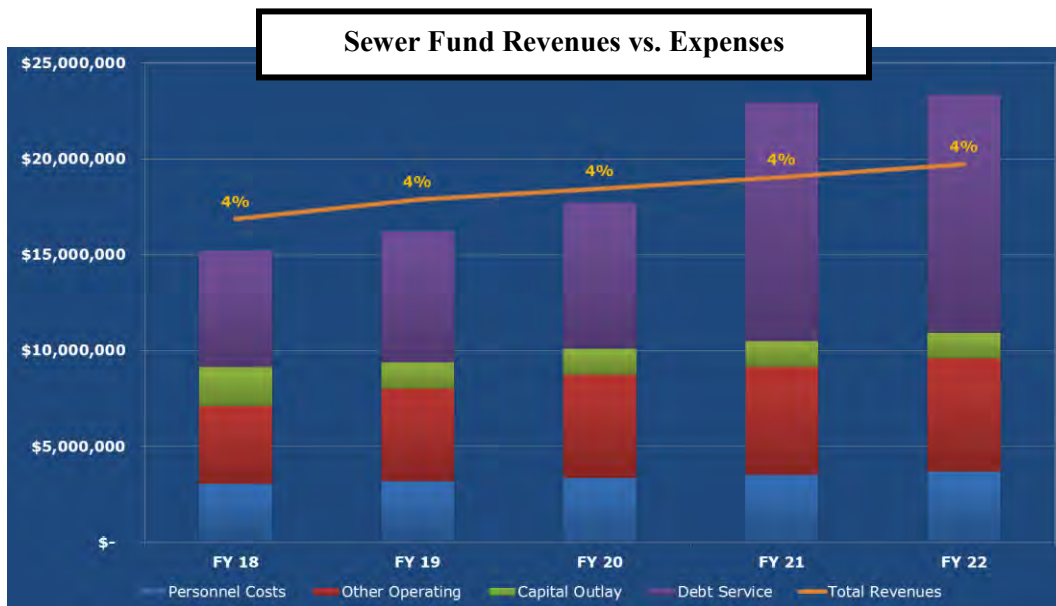
These projects will be funded through sewer revenues.

Capital Outlay	
<u>Project Name</u>	<u>Amount</u>
Consent Decree Mitigation	100,000
Pease Wastewater Treatment Facility	800,000
Long Term Control Plan Related Projects	200,000
Annual Sewer Line Replacement	250,000
Pleasant Street Sewer Reconstruction	150,000
Regional Digester Facility at Pease WWTF	50,000
TOTALS	\$1,550,000

Rolling Stock	
<u>Vehicle & Equipment Replacement</u>	<u>Amount</u>
1 Ton Pick-up (Year 2 of 2 funding)	35,000
Vactor	187,500
SUV	25,000
Misc Sewer System (Pumps, Motors, Etc)	225,000
TOTALS	\$472,500

Rate Projections

The following graphic provides the latest analysis of projected rate increases of 4% each year from FY18 to FY22 as recommended by the Water and Sewer Rate model. The model includes an increase to net position for the rate stabilization reserve which will be used in future years to mitigate a significant rate spike when the City begins to re-pay the debt associated with the construction of the wastewater treatment upgrades in FY21.



Budget and Rate Summary – Sewer Division

Sewer Division prepares its budget using an accrual basis of accounting. Adjustments, from the accrual basis to the cash basis, are necessary to establish the amount of cash required to fund FY18 expenses.

SEWER RATE CALCULATION		
<u>PROPOSED BUDGET</u>	FULL ACCRUAL BASIS OF ACCOUNTING	CASH REQUIREMENTS
Operations and Maintenance	6,528,024	6,528,024
Permits/Legal Fees	425,000	425,000
Equipment & Minor Capital needs	165,500	165,500
Depreciation	2,010,000	
Interest on Debt	2,035,122	2,035,122
Accrued Interest		(14,101)
Principal on Debt		3,845,593
Projected Principal Debt		215,000
OPEB Liability	30,000	
Capital Projects		1,550,000
Rolling Stock		472,500
BUDGET RESOLUTION	11,193,646	
CASH REQUIREMENT		15,222,638
<u>ESTIMATED REVENUES/CASH</u>	FULL ACCRUAL BASIS OF ACCOUNTING	CASH REQUIREMENTS
NON-User Fee- Revenues		
Fees	325,500	325,500
State Aid Grant	317,879	317,879
Pease Reimbursement Interest on Debt	15,574	15,574
Special Agreements Interest on Debt	44,903	44,903
Interest on Investment	160,000	160,000
Use of Net Position	0	0
<i>Sub Total</i>	<u>863,856</u>	<u>863,856</u>
Other Financing Sources-Cash		
Pease Payback Towards Debt		116,290
Pease Aid Grant, Pease Principal		46,258
Special Agreements Principal Debt		104,135
Parkard Development Special Agreements		100,000
Bond Premium Amortization	151,810	
<i>Sub Total</i>	<u>151,810</u>	<u>366,683</u>
FULL ACCRUAL REVENUES	1,015,666	
ESTIMATED CASH		1,230,539
Required to be raised by User Rates		13,992,099
Rate Stabilization Reserve		1,638,308
TO BE RAISED BY USER RATES		\$15,630,407

CASH REQUIRED FOR NET CAPITAL COSTS		
Total Estimated Billable Units	1,152,772	
Capital related Expenses	\$6.75	7,786,235

TWO TIER INCLINING RATE STRUCTURE		
<i>(1 Unit equals 748 gallons of water)</i>		
Billable Units at Tier 1	403,470	
Rate/Anticipated Revenue	\$5.98	2,411,571
Capital Related Expenses	\$6.75	2,725,182
Total Tier 1 [0 - 10 units]	\$12.73	5,136,753
Billable Units at Tier 2	749,302	
Rate/Anticipated Revenue	\$7.25	5,432,601
Capital Related Expenses	\$6.75	5,061,053
Total Tier 2 [over 20 units]	\$14.00	10,493,654
Total Estimated User Revenues:	1,152,772	15,630,407

Programs and Services

Sewer Assistance Programs- Effective January 1, 2015, the City implemented two (2) Water and Sewer Assistance Programs for residential home-owners or tenants serviced by the City's Water and Sewer Divisions which allow qualifying customers assistance with the payment of their water and sewer bills. Information regarding these programs can be found on the City's Website.

- The first program offered is for Annual Assistance of a 25% discount off of water and sewer bills for income-eligible homeowners or tenants.
- The second program offered is for temporary assistance of up to a 50% credit toward an outstanding residential water and sewer balance to a maximum of \$300 for a financial hardship.

Wastewater Collection- Support and maintain infrastructure for residential and commercial wastewater collection services in Portsmouth, including Pease International Tradeport.

- Clean, maintain and repair sewer infrastructure:
 - 115 miles of collection mains
 - 1,650 manholes
 - 20 pumping stations
- Install new sewer mains.
- Maintain advanced professional certifications for infrastructure collection operations at our above required regulatory levels.

Wastewater Treatment- Provide wastewater treatment services, accepting flow from the City, Pease International Tradeport, and additional customers from bordering towns.

- Maintain two wastewater treatment facilities (WWTF) and 20 pumping stations throughout Portsmouth and Pease.
- Maintain advanced technical professional certifications for operation of facilities at our above required regulatory levels.

Technical Services- Provide technical services to sewer division.

- Maintain and further develop geographic mapping and information system.
- Prepare maps and plans for information analysis and presentation.
- Analyze and investigate illicit discharges and pursue remediation.
- Prepare technical specifications, drawings, and estimates.
- Review projects in design phase and perform field survey work.
- Perform engineering inspections for sewer construction projects.

Goals and Objectives

<p><i>Goal #1:</i></p> <p>Bring Peirce Island Wastewater Treatment Facility into compliance with anticipated new NPDES permit requirements.</p>	<p><i>Objectives:</i></p> <ul style="list-style-type: none"> ✓ Continue construction of the Peirce Island Wastewater facility upgrades. ✓ Implement recommendations for staffing changes to address the needs for operating more complex treatment systems and stringent discharge permit regulations. ✓ Continue work on Combined Sewer Overflow Long Term Control Plan (LTCP) and assess future needs via the ongoing Inflow and Infiltration Study.
<p><i>Citywide Goal Addressed: Regulation Adherence and Legislative Development</i></p>	

<p>Goal #2:</p> <p>Continue operations improvement program in both collection and treatment areas.</p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ Continue implementation of asset management program for programmed maintenance. ✓ Continue video line inspection program to refine sewer pipe assets. ✓ Continue to implement Fats, Oil and Grease (FOG) reduction measures and customer outreach. ✓ Confirm all necessary Industrial Discharge Permits are in place and are accurately monitored and billed. ✓ Conduct equipment upgrades with focus on energy efficiency and decreased energy consumption. ✓ Continue preventative maintenance program.
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Citywide Goal Addressed: Public Outreach and Sustainability

<p>Goal #3:</p> <p>Minimize impacts to the City's waterways from combined sewer overflow.</p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ Complete the ongoing Inflow and Infiltration study throughout the City. ✓ Continue implementation of Illicit Discharge Detection Elimination program. ✓ Implement a series of projects to reduce inflow and infiltration. ✓ Upgrade pump stations and rehabilitate sewers. ✓ Continue implementation of Combined Sewer Overflow Long Term Control Plan (LTCP). ✓ Continue evaluation of stormwater options for operations facilities. ✓ Continue implementation of water efficiency program to reduce base flows to sewer and treatment systems.
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Citywide Goal Addressed: Sustainability

<u>Performance Measures</u>				
	FY15	FY16	FY17 (Est)	FY18 (Projected)
Linear Feet of wastewater pipe cleaned and inspected	48,036	47,500	47,500	48,000

2017-2018 BUDGETED POSITION AND SALARY DETAIL

			<u>POSITION</u>	<u>SALARY</u>
SEWER DIVISION				
<u>ADMINISTRATION</u>				
NON GRADE 28	D	②	DEPUTY CITY MANAGER	12,973
PMA GRADE 24	E	①	DEPUTY PW DIRECTOR	56,062
PMA GRADE 18	F	⑧	ASSISTANT CITY MANAGER	17,223
PMA GRADE 15	F	⑥	DEPUTY HEALTH OFFICER	44,682
NON GRADE 16	E	③	OPERATIONS MANAGER	19,017
PMA GRADE 13	D	⑦	PUBLIC INFORMATION OFFICER	18,808
PMA GRADE 11	G	⑨	FINANCE ASSISTANT	15,648
PMA GRADE 9	B	③	ADMIN ASSIST I	11,734
1386B GRADE 7	9E/3F	③	ADMIN CLERK	11,231
1386 GRADE 7	E	③	DISPATCHER	11,208
1386B GRADE 5	3D/9E	①	COLLECTIONS / BILLING CLERK	20,018
PMA GRADE 7	B	③	SPECIAL PROJECT COORDINATOR	10,694
SMA GRADE 14	3.5B/8.5C	⑤	EQUIPMENT MAINTENANCE FOREMAN	18,634
1386 GRADE 9	E	⑤	EQUIPMENT MECHANIC	14,811
1386 GRADE 9	E	⑤	EQUIPMENT MECHANIC	14,811
1386 GRADE 9	G	⑤	EQUIPMENT MECHANIC	15,636
1386 GRADE 9	E	⑤	EQUIPMENT MECHANIC	14,811
1386 GRADE 6	G	⑤	TRUCK DRIVER 1	13,534
1386 GRADE 7	E	⑤	INVENTORY TECHNICIAN	13,450
			EDUCATION STIPENDS	2,156
			TOTAL	357,141
<u>ENGINEERING</u>				
PMA GRADE 22	E	①	ENGINEER SUPERVISOR	50,890
PMA GRADE 18	E		PROJECT MANAGER FOR ENGINEERING AND OPERATIONS	83,810
PMA GRADE 15	E	①	GIS COORDINATOR	36,238
PMA GRADE 15	G	④	ENVIRONMENTAL PLANNER/SUSTAINABILITY COORDINATOR	18,990
PMA GRADE 16	E	①	SCADA MANAGER	38,033
PMA GRADE 16	E	①	ASST. ENGINEER	38,033
PMA GRADE 12	B		SCADA TECH-NEW	54,475
1386B GRADE 8	F	①	CAD TECH	24,055
			EDUCATION STIPENDS	2,695
			TOTAL	347,219
<u>SEWER TREATMENT FACILITIES</u>				
SMA GRADE 16	F		CPO PEASE	78,581
SMA GRADE 16	B		CPO OF OPERATIONS PIERCE ISLAND	66,102
1386 GRADE 8	4.5D/7.5E		PLANT OPER 1	46,224
1386 GRADE 8	2D/10E		PLANT OPER 1	46,687
1386 GRADE 8	E		PLANT OPER 1	47,058
1386 GRADE 8	F		PLANT OPER 1	48,351
1386 GRADE 8	F		PLANT OPER 1	48,351
1386 GRADE 8	1C/9D/2E		PLANT OPER 1	45,029
1386 GRADE 8	E		PLANT OPER 1	47,058
			TOTAL	505,041
<u>LIFT STATIONS</u>				
SMA GRADE 13	F		ACPO LIFT STATIONS	67,920
1386 GRADE 8	6E/6F		LIFT STATION OPER 1	47,705
1386 GRADE 8	E		LIFT STATION OPER 1	47,058
			TOTAL	15,800
<u>COLLECTION AND METERS</u>				
SMA GRADE 15	E	①	GEN FOREMAN	36,419
SMA GRADE 13	G		SEWER FORMEAN	69,788
SMA GRADE 13	9E/3F	①	WATER BILLING FOREMAN	33,278
1386 GRADE 9	4D/8E		WATER/SEWER CAMERA OPERATOR	48,599
1386 GRADE 8	6D/6E		EQUIP OPER 1	45,946
1386 GRADE 7	G	①	UTILITY MECH	23,666
1386 GRADE 7	G		UTILITY MECH	47,333
1386 GRADE 6	F		TRUCK DRIVER 1	43,907
1386 GRADE 7	F		UTILITY MECH	46,067
1386 GRADE 7	F	①	UTILITY MECH	23,033
1386 GRADE 6	E	①	W/S METER READER	21,366
1386 GRADE 7	G	①	UTILITY MECH	23,666
			TOTAL	464,308
			TOTAL FULL TIME	1,852,192
NON GRADE 4	A	③	SECRETARY	5,863
				5,871
			TOTAL PART TIME	41,143
			TOTAL DEPARTMENT	1,893,335
			FOR TOTAL SALARY, PLEASE SEE PERSONNEL SUMMARY	
		①	50% WATER, 50% SEWER	
		②	65% PLANNING, 10% HEALTH DEPARTMENT, 5% INSPECTION, 10% WATER, 10% SEWER	
		③	25% WATER, 25% SEWER, 25% PUBLIC WORKS, 25% PARKING	
		④	25% WATER, 25% SEWER, 30% PLANNING, 20% COAKLEY LANDFILL TRUST	
		⑤	30% PUBLIC WORKS, 30% WATER, 30% SEWER, 10% PARKING	
		⑥	60% SEWER, 40% HEALTH	
		⑦	30% WATER, 30% SEWER, 20% PUBLIC WORKS, 20% PARKING	
			7.5% PLANNING, 5% CDBG, 20% PW, 20% PARKING, 20% WATER, 20% SEWER, 7.5%	
		⑧	TRUSTEES OF TRUST FUNDS	
		⑨	48% FINANCE, 25% SEWER, 25% WATER, 2% SCHOOL	

				FY18
	FY16	FY16	FY17	CITY MANAGER
	BUDGET	ACTUAL	BUDGET	RECOMMENDED

SEWER DEPARTMENT

ADMINISTRATION PORTSMOUTH

51-751-610-51-100-491

Account Title

011001	REGULAR SALARIES	307,705	297,523	337,803	357,141
011061	INSURANCE REIMBURSEMENT	18,812	21,146	26,319	24,140
011064	COLL BARG CONTINGENCY	27,255	-	5,648	3,400
012001	PART TIME SALARIES	-	-	5,308	5,863
014041	OVERTIME	-	1,043	2,100	5,000
015001	LONGEVITY	10,069	9,894	11,893	11,403
016001	LEAVE AT TERMINATION	30,000	60,433	30,000	30,000
021001	INSURANCE-HEALTH	494,987	508,639	451,500	513,000
021101	INSURANCE-DENTAL	34,608	33,607	32,000	35,700
021501	INSURANCE-LIFE	2,630	3,177	3,678	4,145
021601	INSURANCE-DISABILITY	7,864	5,827	7,016	7,791
021802	OPEB EXPENSE	21,791	21,217	12,000	15,000
022001	SOCIAL SECURITY	19,702	21,446	22,143	25,020
022501	MEDICARE	4,608	5,106	5,167	5,851
023001	RETIREMENT	35,495	37,884	39,222	42,509
023004	RETIREMENT-OPEB LIAB ADJ	-	(58,840)	10,000	15,000
026002	INSURANCE-WORKERS COMP	17,827	17,827	13,929	14,458
030101	PROF SERVICES-AUDIT	6,659	6,659	6,659	6,659
031002	PROF SERVICES-ENGINEERING	-	-	7,500	47,500
032001	PROF SERVICES-O/S COUNSEL	145,000	155,615	75,000	275,000
033002	ADMINISTRATIVE OVERHEAD	552,326	552,326	571,227	580,231
034001	LOCK BOXES	15,000	8,940	15,000	7,500
034103	TELEPHONE	1,200	936	1,200	1,200
034201	OUTSIDE PROGRAMMING	-	-	-	-
034206	SOFTWARE-ANNUAL MAINT	36,450	44,417	36,450	37,913
035002	PROF SERV- SUBSTANCE TEST	600	28	600	1,500
035004	OCCUPATIONAL HEALTH	2,500	3,490	2,500	2,500
039001	PROFESSIONAL SERVICES	-	-	-	-
039054	PROF/SERVICES-CONTRACT	33,500	11,466	25,000	25,000
043024	REPAIRS-VEHICLE	2,775	-	2,775	2,775
043028	MAINTENANCE	10,000	9,427	12,500	12,500
048002	PROPERTY INSURANCE	39,064	39,064	50,417	62,701
053001	ADVERTISING	3,000	1,380	3,000	3,000
054003	STATE CERTIFICATION	-	-	-	100
054050	TRAINING	500	2,949	1,250	1,250
055050	PRINTING	5,500	3,715	5,500	5,500
056001	DUES PROFESSIONAL ORGANIZ	500	297	500	500
057101	TRAVEL AND CONFERENCE	1,000	309	1,500	1,500
061001	FIRST AID	-	-	-	1,100
062001	OFFICE SUPPLIES	3,500	4,691	4,000	4,000
062011	OPERATING SUPPLIES	-	748	-	-
062501	POSTAGE	23,600	23,090	23,600	23,600
063501	GASOLINE	55,000	23,468	45,000	45,000
074003	SOFTWARE	-	50,000	-	-
074000	MACHINERY AND EQUIPMENT	2,500	187	7,500	7,500
081004	ABATEMENTS	12,500	11,900	12,500	12,500
086001	DEPRECIATION	2,100,000	1,879,974	2,000,000	2,010,000
088011	ASSISTANCE WATER/SEWER	50,000	3,416	20,000	20,000
092101	FINANCING FEES ON DEBT	110,000	15,201	25,000	28,000
098102	INTEREST-BONDED DEBT	2,017,555	1,542,217	2,051,697	2,035,122
		6,263,582	5,381,838	6,023,601	6,377,072

ENGINEERING ADMIN PORTSMOUTH

51-751-610-52-100-491

011001	REGULAR SALARIES	196,569	200,412	201,424	347,219
012001	PART TIME SALARIES	29,409	4,343	29,409	29,409
014041	OVERTIME	-	-	-	-
022001	SOCIAL SECURITY	14,011	11,873	14,313	23,351
022501	MEDICARE	3,278	2,777	3,347	5,461
023001	RETIREMENT	21,957	22,149	22,500	39,514
031002	PROF SERVICES-ENGINEERING	27,500	129,534	27,500	27,500
031006	PROF SRVCS-GREAT BAY	50,000	79,590	62,500	140,000
033001	PROF SERVICES-TEMP	10,000	-	10,000	10,000
034103	TELEPHONE	700	494	700	950

		FY16	FY16	FY17	FY18
		BUDGET	ACTUAL	BUDGET	CITY MANAGER RECOMMENDED
034104	CELLULAR PHONES	1,500	950	1,500	1,200
039054	PROF/SERVICES-CONTRACT	15,000	9,112	15,000	15,000
041308	SLUDGE DISPOSAL	2,500	-	2,500	-
043028	MAINTENANCE	-	23	-	-
054003	STATE CERTIFICATION	260	-	260	260
054050	TRAINING	750	164	750	750
055003	UPDAING PLATS & MAPS	1,000	-	1,000	1,000
056001	DUES PROFESSIONAL ORGANIZ	700	455	1,000	2,000
057101	TRAVEL AND CONFERENCE	1,050	393	1,050	1,050
062001	OFFICE SUPPLIES	1,700	183	1,700	1,700
062005	PRINTING SUPPLIES	1,500	1,120	1,500	1,500
062007	COMPUTER/PRINTER SUPPLIES	3,250	25	3,250	3,250
062011	OPERATING SUPPLIES	-	78	-	250
067001	BOOKS & PERIODICALS	125	55	125	125
074000	MACHINERY AND EQUIPMENT	3,000	357	3,000	500
		385,759	464,085	404,328	651,989

TREATMENT PLANT PORTSMOUTH
51-751-670-54-181-491

011001	REGULAR SALARIES	286,110	375,776	305,210	252,764
011045	SALARIES - SLUDGE REMOVAL	24,837	9,039	24,378	-
011060	ON CALL MONITORING	14,285	15,567	15,600	15,800
014041	OVERTIME	28,335	43,056	29,000	60,000
022001	SOCIAL SECURITY	21,921	26,563	23,137	20,371
022501	MEDICARE	5,127	6,212	5,402	4,764
023001	RETIREMENT	39,493	49,373	41,693	37,391
034103	TELEPHONE	5,500	5,677	6,000	6,000
034104	CELLULAR PHONES	8,250	5,346	8,250	2,750
039001	PROFESSIONAL SERVICES	12,500	2	12,500	12,500
039051	SECURITY/ALARMS	500	-	500	500
041002	ELECTRICITY	91,660	81,650	96,500	96,500
041101	NATURAL GAS	-	-	-	-
041102	HEATING OIL	8,500	3,765	6,500	6,500
041103	PROPANE GAS	25,000	12,889	12,500	12,500
041205	WATER /SEWER FEES	82,500	80,112	82,500	82,500
041308	SLUDGE DISPOSAL	225,000	236,947	225,000	225,000
041309	GRIT AND GREASE REMOVAL	11,500	8,463	5,000	5,000
043001	REPAIRS-STRUCTURAL	2,500	33	5,000	5,000
043004	REPAIRS-PLUMBING	2,500	1,289	5,000	5,000
043018	REPAIRS-EQUIPMENT	25,000	41,150	25,000	25,000
043021	REPAIRS-FIRE ALARM SYS	-	-	-	-
043024	REPAIRS-VEHICLE	15,000	19,971	15,000	6,500
043025	REPAIRS-BLDINGS & GROUNDS	10,000	12,407	10,000	10,000
043028	MAINTENANCE	7,500	10,331	12,500	12,500
043031	SCADA EQUIPMENT	7,500	7,373	9,000	3,500
043032	GENERATOR MAINTENANCE	2,000	670	2,500	2,500
044002	RENTAL OTHER EQUIPMENT	-	1,244	-	59,700
054003	STATE CERTIFICATION	1,000	520	1,000	350
054050	TRAINING	4,500	1,925	4,500	3,000
056001	DUES PROFESSIONAL ORGANIZ	500	385	750	500
057101	TRAVEL AND CONFERENCE	1,500	451	1,500	600
057102	TRAVEL REIMBURSEMENT	1,750	798	1,750	1,100
061001	FIRST AID	500	146	500	-
062001	OFFICE SUPPLIES	2,000	2,410	2,000	2,000
062011	OPERATING SUPPLIES	9,500	9,899	9,750	9,750
063800	MATERIALS-CHEMICALS	859,317	542,063	575,000	575,000
068002	CLOTHING	5,500	3,391	5,500	5,500
068003	PROTECTIVE CLOTHING	2,000	1,952	4,875	4,875
068030	TOOLS	6,000	8,316	6,000	3,000
074000	MACHINERY AND EQUIPMENT	17,500	176,533	22,500	22,500
098102	INTEREST-BONDED DEBT	-	-	-	-
		1,874,585	1,803,694	1,619,295	1,598,715

TREATMENT PLANT PEASE
51-751-670-54-581-491

011001	REGULAR SALARIES	70,685	45,451	69,381	220,677
011045	SALARIES - SLUDGE REMOVAL	16,558	2,672	14,835	-
011060	ON CALL MONITORING	287	-	-	15,800
014041	OVERTIME	14,427	10,066	14,000	14,000
022001	SOCIAL SECURITY	6,321	3,488	6,154	15,530

		FY16	FY16	FY17	FY18
		BUDGET	ACTUAL	BUDGET	CITY MANAGER RECOMMENDED
022501	MEDICARE	1,478	816	1,439	3,632
023001	RETIREMENT	11,389	6,500	11,088	28,504
031002	PROF SERVICES-ENGINEERING	7,500	9,925	12,500	12,500
034103	TELEPHONE	3,200	3,094	3,200	3,200
034104	CELLULAR PHONES	-	-	-	2,750
039001	PROFESSIONAL SERVICES	-	-	-	12,500
041002	ELECTRICITY	177,217	109,364	112,000	112,000
041103	PROPANE GAS	19,500	14,590	17,500	10,000
041205	WATER /SEWER FEES	9,000	12,024	9,000	13,750
041301	RUBBISH REMOVAL	1,000	1,824	1,000	1,350
041308	SLUDGE DISPOSAL	75,000	96,366	75,000	100,000
041309	GRIT AND GREASE REMOVAL	-	-	-	2,500
043002	REPAIRS-ELECTRICAL	500	372	7,500	7,500
043018	REPAIRS-EQUIPMENT	40,000	75,988	40,000	40,000
043024	REPAIRS-VEHICLE	-	-	-	6,500
043025	REPAIRS-BLDINGS & GROUNDS	15,000	22,379	15,000	15,000
043028	MAINTENANCE	10,000	11,808	15,000	15,000
043031	SCADA EQUIPMENT	10,000	11,479	10,000	3,500
043032	GENERATOR MAINTENANCE	1,000	682	1,000	2,000
054003	STATE CERTIFICATION	-	-	-	350
054050	TRAINING	500	-	500	3,000
056001	DUES PROFESSIONAL ORGANIZ	-	-	-	500
057101	TRAVEL AND CONFERENCE	-	-	-	600
057102	TRAVEL REIMBURSEMENT	-	-	-	1,100
061001	FIRST AID	350	49	350	-
062001	OFFICE SUPPLIES	1,200	938	1,200	1,200
062011	OPERATING SUPPLIES	3,500	3,480	3,500	3,500
063601	DIESEL FUEL	600	257	600	600
063800	MATERIALS-CHEMICALS	110,711	105,184	98,000	101,000
068002	CLOTHING	1,000	1,233	1,000	4,400
068003	PROTECTIVE CLOTHING	1,000	640	1,250	1,250
068030	TOOLS	2,000	3,112	2,000	3,000
073000	OTHER IMPROVEMENTS	10,000	10,138	10,000	-
074000	MACHINERY AND EQUIPMENT	10,000	24,902	10,000	20,000
		630,923	588,821	563,997	798,693

LABORATORY PORTSMOUTH
51-751-670-55-181-491

011001	REGULAR SALARIES	58,918	47,222	57,830	-
014041	OVERTIME	8,726	17,827	10,000	-
022001	SOCIAL SECURITY	4,195	3,780	4,205	-
022501	MEDICARE	981	884	984	-
023001	RETIREMENT	7,558	7,266	7,577	-
039010	PROF/SERVICES-LAB TESTS	15,000	19,350	15,000	25,000
043001	REPAIRS-STRUCTURAL	3,500	-	3,500	-
043018	REPAIRS-EQUIPMENT	2,000	1,426	2,000	2,000
043028	MAINTENANCE	1,500	805	1,500	1,500
054050	TRAINING	-	-	-	-
062001	OFFICE SUPPLIES	-	444	-	500
062011	OPERATING SUPPLIES	11,000	11,896	14,000	10,000
074000	MACHINERY AND EQUIPMENT	5,000	8,112	9,500	5,000
075000	FURNITURE AND FIXTURES	2,500	362	-	-
		120,878	119,373	126,096	44,000

LABORATORY PEASE
51-751-670-55-581-491

011001	REGULAR SALARIES	52,996	35,488	52,018	-
014041	OVERTIME	8,726	12,583	9,500	-
022001	SOCIAL SECURITY	3,828	2,803	3,814	-
022501	MEDICARE	895	655	892	-
023001	RETIREMENT	6,896	5,370	6,872	-
039010	PROF/SERVICES-LAB TESTS	15,000	16,361	15,000	15,000
043018	REPAIRS-EQUIPMENT	2,000	2,228	4,500	4,500
043028	MAINTENANCE	1,000	805	4,500	4,500

		FY16	FY16	FY17	FY18
		BUDGET	ACTUAL	BUDGET	CITY MANAGER RECOMMENDED
062011	OPERATING SUPPLIES	22,500	21,286	22,500	10,000
074000	MACHINERY AND EQUIPMENT	5,000	16,732	7,500	5,000
		118,841	114,310	127,096	39,000

**LIFT STATIONS PORTSMOUTH
51-751-670-65-141-491**

011001	REGULAR SALARIES	63,898	44,414	62,719	162,683
011060	ON CALL MONITORING	-	-	-	15,800
014041	OVERTIME	7,500	5,065	7,500	15,600
022001	SOCIAL SECURITY	4,427	2,891	4,354	12,033
022501	MEDICARE	1,035	676	1,018	2,814
023001	RETIREMENT	7,975	5,527	7,843	22,087
031003	PROF SERVICES-SCADA	10,000	5,883	10,000	16,500
034103	TELEPHONE	600	540	600	600
034104	CELLULAR PHONES	-	-	-	2,750
039001	PROFESSIONAL SERVICES	-	-	-	10,000
039051	SECURITY/ALARMS	-	-	-	500
	ELECTRICITY	103,118	67,818	70,000	70,000
041101	NATURAL GAS	5,729	6,813	5,729	8,000
041102	HEATING OIL	107	-	107	-
041103	PROPANE GAS	7,500	2,368	4,500	4,500
041205	WATER /SEWER FEES	6,000	5,929	6,000	6,000
041309	GRIT AND GREASE REMOVAL	500	6,460	500	8,000
043018	REPAIRS-EQUIPMENT	15,000	63,774	20,000	25,000
043024	REPAIRS-VEHICLE	-	-	-	6,500
043025	REPAIRS-BLDINGS & GROUNDS	15,000	14,831	10,000	10,000
043028	MAINTENANCE	6,000	6,066	7,500	4,500
043032	GENERATOR MAINTENANCE	18,000	6,710	18,000	10,000
054003	STATE CERTIFICATION	-	-	-	350
054050	TRAINING	-	-	-	1,800
056001	DUES PROFESSIONAL ORGANIZ	-	-	-	500
057101	TRAVEL AND CONFERENCE	-	-	-	600
057102	TRAVEL REIMBURSEMENT	-	-	-	1,100
062001	OFFICE SUPPLIES	-	-	-	1,200
062011	OPERATING SUPPLIES	5,000	1,415	5,000	5,000
063601	DIESEL FUEL	-	752	-	1,000
068002	CLOTHING	-	-	-	3,300
068003	PROTECTIVE CLOTHING	-	-	-	1,000
068030	TOOLS	-	-	-	3,000
074000	MACHINERY AND EQUIPMENT	15,000	39,513	15,000	19,000
098102	INTEREST-BONDED DEBT	-	-	-	-
		292,389	287,446	256,370	451,717

**LIFT STATION MECHANIC STREET
51-751-670-65-142-492**

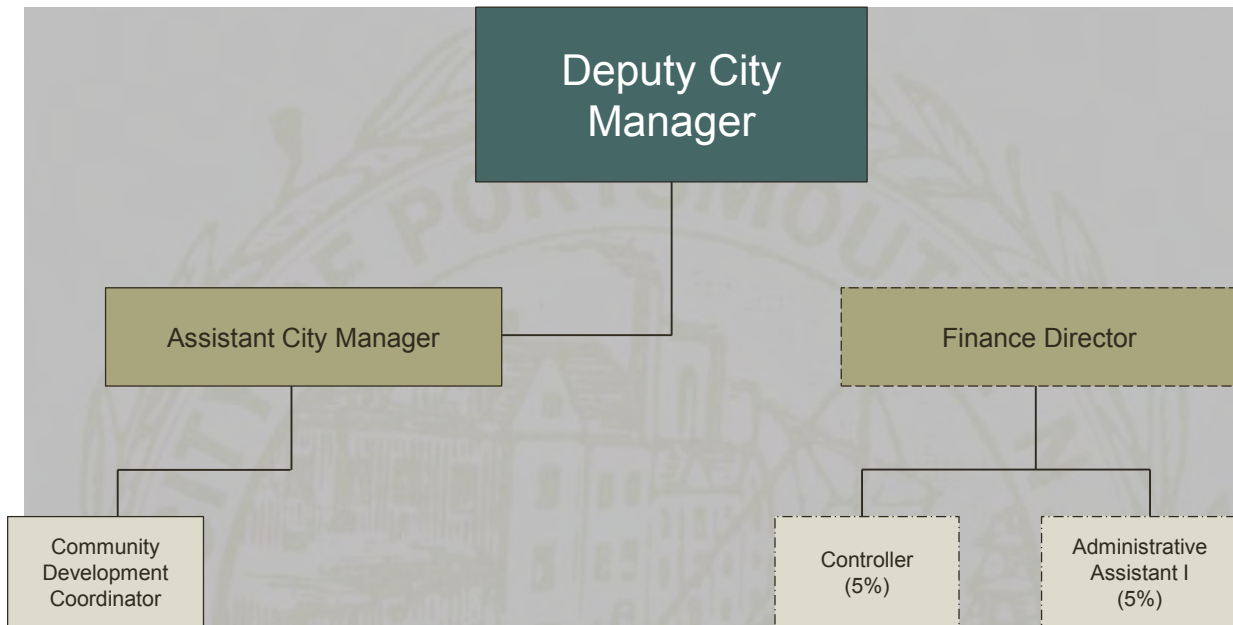
011001	REGULAR SALARIES	9,128	-	8,960	-
014041	OVERTIME	1,661	1,702	1,000	-
022001	SOCIAL SECURITY	669	100	618	-
022501	MEDICARE	156	23	144	-
023001	RETIREMENT	1,205	190	1,113	-
039054	PROF/SERVICES-CONTRACT	5,000	-	5,000	5,000
041002	ELECTRICITY	143,220	92,020	105,000	105,000
041101	NATURAL GAS	5,000	1,294	2,500	2,500
041205	WATER /SEWER FEES	-	-	-	-
043018	REPAIRS-EQUIPMENT	12,500	143,500	12,500	12,500
043025	REPAIRS-BLDINGS & GROUNDS	7,500	582	7,500	7,500
043028	MAINTENANCE	5,000	2,057	5,000	5,000
043031	SCADA EQUIPMENT	1,250	-	1,250	3,500
043032	GENERATOR MAINTENANCE	7,500	3,855	7,500	2,000
062011	OPERATING SUPPLIES	1,500	146	1,500	1,500
063601	DIESEL FUEL	2,500	545	2,500	2,500
063800	MATERIALS-CHEMICALS	-	-	-	-
073000	OTHER IMPROVEMENTS	5,000	2,722	5,000	-
074000	MACHINERY AND EQUIPMENT	7,500	-	7,500	7,500
		216,289	248,735	174,585	154,500

		FY16	FY16	FY17	FY18
		BUDGET	ACTUAL	BUDGET	CITY MANAGER RECOMMENDED
LIFT STATION DEER STREET					
51-751-670-65-143-491					
011001	REGULAR SALARIES	9,128	-	8,960	-
014041	OVERTIME	873	353	1,000	-
022001	SOCIAL SECURITY	620	21	618	-
022501	MEDICARE	145	5	144	-
023001	RETIREMENT	1,117	39	1,113	-
039054	PROF/SERVICES-CONTRACT	-	-	-	-
041002	ELECTRICITY	64,248	54,438	65,000	70,000
043018	REPAIRS-EQUIPMENT	7,500	60,771	7,500	10,000
043025	REPAIRS-BLDINGS & GROUNDS	1,000	616	2,500	2,500
043028	MAINTENANCE	5,000	112	5,000	5,000
043031	SCADA EQUIPMENT	1,000	-	1,000	1,000
043032	GENERATOR MAINTENANCE	600	435	600	2,000
062011	OPERATING SUPPLIES	2,000	-	2,000	2,000
063601	DIESEL FUEL	2,000	213	1,250	1,250
		95,231	117,002	96,685	93,750
LIFT STATIONS PEASE					
51-751-670-65-541-491					
011001	REGULAR SALARIES	9,128	-	8,960	-
014041	OVERTIME	3,866	-	1,000	-
022001	SOCIAL SECURITY	806	-	618	-
022501	MEDICARE	188	-	144	-
023001	RETIREMENT	1,452	-	1,113	-
041002	ELECTRICITY	5,354	10,017	4,000	4,000
041101	NATURAL GAS	2,500	1,117	1,500	1,500
041205	WATER /SEWER FEES	1,500	5,218	1,500	1,500
043018	REPAIRS-EQUIPMENT	3,500	4,313	3,500	3,500
043028	MAINTENANCE	750	-	750	750
043032	GENERATOR MAINTENANCE	-	238	-	2,000
062011	OPERATING SUPPLIES	-	-	-	500
074000	MACHINERY AND EQUIPMENT	-	5,572	-	1,000
074001	EQUIPMENT	-	(3,050)	-	1,000
		29,044	23,426	23,085	15,750
COLLECTION ADMINISTRATION PORTSMOUTH					
51-751-680-51-100-491					
011001	REGULAR SALARIES	180,005	188,701	192,017	165,025
012001	PART TIME SALARIES	5,871	-	5,871	5,871
014041	OVERTIME	17,392	7,179	17,000	17,000
022001	SOCIAL SECURITY	12,603	11,307	13,324	11,650
022501	MEDICARE	2,947	2,645	3,116	2,724
023001	RETIREMENT	22,049	22,079	23,347	20,714
034103	TELEPHONE	1,500	1,902	1,500	2,000
034104	CELLULAR PHONES	3,000	3,089	3,500	3,500
039054	PROF/SERVICES-CONTRACT	1,000	-	1,500	1,500
041305	HOUSEHOLD HAZARDOUS WASTE	20,000	17,571	20,000	15,000
041308	SLUDGE DISPOSAL	12,500	-	12,500	25,000
043018	REPAIRS-EQUIPMENT	7,500	3,907	12,500	10,000
043024	REPAIRS-VEHICLE	26,000	25,816	26,000	35,000
043025	REPAIRS-BLDINGS & GROUNDS	550	1,445	550	1,500
043028	MAINTENANCE	500	(15)	1,250	1,250
054003	STATE CERTIFICATION	100	-	100	500
054050	TRAINING	2,500	730	1,250	1,500
055050	PRINTING	-	-	-	-
056001	DUES PROFESSIONAL ORGANIZ	-	-	-	-
061001	FIRST AID	200	326	200	-
062001	OFFICE SUPPLIES	350	1,635	350	1,000
062011	OPERATING SUPPLIES	2,500	3,633	6,250	6,250
065051	GROUNDSKEEPING-DIG SAFE	6,500	3,649	6,500	6,500
067001	BOOKS & PERIODICALS	150	-	150	150
068002	CLOTHING	5,000	2,305	5,000	5,000
068003	PROTECTIVE CLOTHING	500	104	750	1,000
068012	STOCK INVENTORY	-	7,935	-	-
068030	TOOLS	6,700	16,943	6,700	6,500
074000	MACHINERY AND EQUIPMENT	8,000	23,763	8,000	8,000
		345,917	346,648	369,225	354,134

		FY16	FY16	FY17	FY18
		BUDGET	ACTUAL	BUDGET	CITY MANAGER RECOMMENDED
COLLECTION METERS PORTSMOUTH					
51-751-680-64-100-491					
011001	REGULAR SALARIES	93,682	33,684	97,032	91,731
014041	OVERTIME	-	621	-	2,200
022001	SOCIAL SECURITY	5,808	2,024	6,016	5,824
022501	MEDICARE	1,358	473	1,407	1,362
023001	RETIREMENT	10,464	3,831	10,838	10,689
039054	PROF/SERVICES-CONTRACT	7,500	31,462	7,500	7,500
043018	REPAIRS-EQUIPMENT	10,000	-	10,000	10,000
062011	OPERATING SUPPLIES	550	-	550	2,500
068003	PROTECTIVE CLOTHING	-	-	125	150
068016	MATERIALS	8,000	46,326	8,000	54,000
074000	MACHINERY AND EQUIPMENT	80,000	58,734	80,000	65,000
		217,362	177,156	221,468	250,956
COLLECTION MAINS PORTSMOUTH					
51-751-680-67-100-491					
011001	REGULAR SALARIES	134,997	140,542	141,700	207,553
012001	PART TIME SALARIES	-	-	-	-
014041	OVERTIME	7,788	6,584	7,800	9,300
022001	SOCIAL SECURITY	8,853	8,408	9,269	13,445
022501	MEDICARE	2,070	1,966	2,168	3,144
023001	RETIREMENT	15,949	16,430	16,700	24,678
039052	PROF/SERV-CAPITAL OUTLAY	-	-	-	-
039054	PROF/SERVICES-CONTRACT	1,500	-	1,500	15,000
068003	PROTECTIVE CLOTHING	-	-	750	750
043018	REPAIRS-EQUIPMENT	500	2,045	3,500	3,500
043028	MAINTENANCE	7,500	5,542	15,000	15,000
044002	RENTAL OTHER EQUIPMENT	5,000	-	5,000	5,000
068016	MATERIALS	55,000	69,798	55,000	62,500
074000	MACHINERY AND EQUIPMENT	-	-	-	3,500
		239,157	251,315	258,387	363,370
COLLECTION-LATERALS PORTSMOUTH					
51-751-680-69-100-491					
011001	REGULAR SALARIES	17,757	7,390	18,297	-
012001	PART TIME SALARIES	-	-	-	-
014041	OVERTIME	1,693	419	1,500	-
022001	SOCIAL SECURITY	1,206	447	1,227	-
022501	MEDICARE	282	104	287	-
023001	RETIREMENT	2,173	872	2,211	-
068016	MATERIALS	7,500	2,777	7,500	-
074000	MACHINERY AND EQUIPMENT	3,500	-	3,500	-
		34,111	12,009	34,522	-
TOTAL SEWER DIVISION		10,864,068	9,935,860	10,298,740	11,193,646
CASH REQUIREMENTS ADJUSTMENTS					
021802	OPEB EXPENSE	(21,791)	(21,791)	(21,791)	(30,000)
070000	CAPITAL OUTLAY	950,000	950,000	2,400,000	1,550,000
086001	DEPRECIATION	(2,100,000)	(2,100,000)	(2,000,000)	(2,010,000)
098001	PRINCIPAL-BONDED DEBT	3,595,593	3,595,593	3,795,593	3,845,593
098102	INTEREST-BONDED DEBT	(449,370)	(449,370)	7,912	(14,101)
098010	PROJECTED NEW BOND PAYMNT	-	-	-	215,000
099002	ROLLING STOCK	502,000	502,000	450,000	472,500
Total Cash Requirements Adjustment		2,476,432	2,476,432	4,631,714	4,028,992
TOTAL CASH REQUIREMENTS SEWER		13,340,500	12,412,292	14,930,454	15,222,638

Community Development Block Grant (CDBG)

Special Revenue Fund



Mission

To create a viable urban environment through the support of public facility and accessibility improvements, access to quality public services, homeownership assistance and improved housing conditions.



Community Development Block Grant (CDBG)

Services Overview

- ✓ Administration of Portsmouth's U.S. Housing and Urban Development-funded Community Development Block Grant Program
- ✓ Public & Non-Profit Facilities Improvement Projects
- ✓ Accessibility Projects
- ✓ Public Service Agency Grant Program
- ✓ HomeTown, First-Time Homebuyers Program

Position Summary Schedule

Positions Full time	FY16	FY17	FY18
Assistant City Manager	.20	.20	.05
Community Development Coordinator	1	1	1
Administrative Assistant	.50	0.25	0
Facilities Project Manager	.15	.075	0
Controller	0	.025	.05
Administrative Assistant I	0	.025	.05
Total Full Time	1.85	1.58	1.15



Department Budget Comments

The FY18 proposed administration budget for Community Development is \$104,329. This is a decrease of \$51,660 or 33.1% from FY17. This budget figure includes salary and benefit costs and other general administration costs of the CDBG program. This decrease is due in part to a reorganization of CDBG programming and staff and the continued level funding of the annual entitlement grant program by the U.S. Housing and Urban Development.

Budget Summary of Expenditures

	FY16 BUDGET	FY16 ACTUAL	FY17 BUDGET	FY18 CITY MANAGER RECOMMENDED
CDBG				
SALARIES	150,423	157,034	122,545	79,151
PART-TIME SALARIES	-	-	-	1,925
LONGEVITY	1,258	1,125	992	31
RETIREMENT	16,942	17,750	13,800	9,230
HEALTH/DENTAL	3,383	500	500	-
OTHER FRINGE BENEFITS	12,685	11,472	9,452	6,205
OTHER OPERATING	10,150	8,210	8,700	7,787
TOTAL	194,841	196,090	155,989	104,329

Programs and Services

U.S. Housing and Urban Development-funded Community Development Block Grant (CDBG) – The primary purpose of the CDBG program is to develop viable communities by providing decent housing, suitable living environments, and expanding economic opportunities, principally for residents who earn low or moderate incomes. The City of Portsmouth receives and administers approximately \$500,000 in CDBG funds annually.

Public Facility and Accessibility Projects - A variety of public facility projects are eligible to be funded through CDBG in neighborhoods or at facilities where a majority of residents earn low or moderate incomes as determined by the U.S. Census. Public facility projects include reconstruction of sidewalks and curbs, planting of street trees, installation of public lighting, and playground and park improvements. In addition, CDBG funding is used to make accessibility improvements throughout the City for persons who are physically-disabled.



Public Service Agency Grant Program -

Community Development Block Grant funds are provided on a competitive basis to local public service agencies that provide housing, health, and other services to residents of Portsmouth who earn low or moderate incomes. Program funds are used to support operating costs such as salaries and utilities, or to subsidize client service fees.

HomeTown, First Time Homebuyers Program - This program is funded through the Portsmouth Housing Endowment Fund. It is a collaborative effort between the City of Portsmouth and Citizens Bank, N.A. (Portsmouth, NH) to provide homeownership opportunities to eligible Portsmouth households. Through this program, eligible Portsmouth households may receive downpayment assistance, closing cost assistance, and/or low interest first mortgage bank financing.

Goals and Objectives

Goal #1:

Preserve, expand and improve public services for residents who earn low or moderate incomes, and who require health, housing, childcare and related services.

Objectives:

- ✓ Administer the Community Development Block Grant (CDBG) funded Public Service Agency Grant Program for social service agencies in accordance with U.S. Housing and Urban Development guidelines.
- ✓ Support public facilities upgrades and improvements for social service agencies serving Portsmouth residents.

Citywide Goal Addressed: A Welcoming, Safe and Diverse Community

<p>Goal #2:</p> <p>Support improvements to government and non-profit public facilities that primarily serve individuals and families earning low to moderate incomes.</p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ Provide funding for public facility improvements to nonprofit agencies through the public facilities grant program. ✓ Fund public facility improvement projects in income-eligible areas of the City and/or to primarily benefit low to moderate income persons.
<p><i>Citywide Goal Addressed: A Welcoming, Safe and Diverse Community</i></p>	
<p>Goal #3:</p> <p>Support housing opportunities for families earning a range of income levels.</p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ Administer HomeTown, the City of Portsmouth First Time Homebuyer Program in coordination with program partners. ✓ Work cooperatively with the Portsmouth Housing Authority and other appropriate agencies to retain and, where appropriate, expand the stock of affordable housing. ✓ Pursue housing initiatives consistent with the final report of the City's Housing Working Group.
<p><i>Citywide Goal Addressed: A Welcoming, Safe and Diverse Community</i></p>	
<p>Goal #4:</p> <p>Ensure that individuals with disabilities have equal access to public facilities and services.</p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ Continue to carry out projects that remove architectural barriers and improve access to public facilities for people with disabilities.
<p><i>Citywide Goal Addressed: A Welcoming, Safe and Diverse Community</i></p>	

Performance Measures

<p>Number of persons benefitting from Public Service Agency Grant Program</p> <p>FY16 – 4,035 FY17 – 4,050 FY18 (Est) – 4,075</p>	<p>Number of persons benefitting from Public Facility Improvements</p> <p>FY16 – 10,448 FY17 – 10,500 FY18 (Est) – 10,650</p>
<p>Number of households assisted through HomeTown, the City's First-Time Homebuyer Program</p> <p>FY16 - 0 FY17 - 2 FY18 (Est) - 4</p>	<p>Community Development Block Grant Program expenditures meet U.S. Housing and Urban Development spending caps for public services and general administration.</p> <p>FY16 - Yes FY17 - Yes FY18 (Est) - Yes</p>

2017-2018 BUDGETED POSITION AND SALARY DETAIL

COMMUNITY DEVELOPMENT			<u>POSITION</u>	<u>SALARY</u>
PMA GRADE 18	F	①	ASSISTANT CITY MANAGER	4,306
PMA GRADE 14	E		COMMUNITY DEVELOPMENT COORDINATOR	69,253
PMA GRADE 17	6D/6E	②	CONTROLLER/ENTERPRISE ACCOUNTANT	3,898
			EDUCATION STIPENDS	1,694
<u>TOTAL FULL TIME</u>				<u>79,151</u>
NON GRADE 9	A	③	ADMINISTRATIVE ASSISTANT I	1,925
<u>TOTAL PART TIME</u>				<u>1,925</u>
<u>TOTAL DEPARTMENT</u>				<u>81,076</u>

FOR TOTAL SALARY, PLEASE SEE PERSONNEL SUMMARY

7.5% PLANNING, 5% CDBG, 20% PW, 20% PARKING, 20%

① WATER, 20% SEWER, 7.5% TRUSTEES OF TRUST FUNDS

② 80% FINANCE, 15% PRESCOTT PARK, 5% CDBG

③ 95% FINANCE, 5% CDBG

				FY18
	FY16	FY16	FY17	CITY MANAGER
	BUDGET	ACTUAL	BUDGET	RECOMMENDED

COMMUNITY DEVELOPMENT

**ADMINISTRATION
20-789-411-51-100-002**

011001	REGULAR SALARIES	86,785	95,732	82,276	79,151
012001	PART TIME SALARIES	-	-	-	1,925
015001	LONGEVITY	533	503	459	31
021001	INSURANCE-HEALTH	-	-	-	-
021101	INSURANCE-DENTAL	961	-	-	-
021501	INSURANCE-LIFE	85	-	-	-
021601	INSURANCE-DISABILITY	366	-	-	-
022001	SOCIAL SECURITY	5,414	5,738	5,130	5,029
022501	MEDICARE	1,266	1,350	1,200	1,176
023001	RETIREMENT	9,753	10,213	9,242	9,230
053001	ADVERTISING	1,000	501	1,000	1,000
056001	DUES PROFESSIONAL ORGANIZ	1,000	750	1,000	1,000
057101	TRAVEL AND CONFERENCE	1,000	1,037	1,000	1,000
062001	OFFICE SUPPLIES	300	428	-	300
062010	COPYING SUPPLIES	300	151	-	300
062501	POSTAGE	700	365	-	700
081001	CONTINGENCY	1,000	45	2,000	1,887
TOTAL ADMINISTRATION		110,463	116,814	103,307	102,729

**HOUSING REHAB
20-789-411-38-100-002**

011001	REGULAR SALARIES	63,638	61,301	40,269	-
011061	INSURANCE REIMBURSEMENT	500	500	500	-
015001	LONGEVITY	725	622	533	-
021101	INSURANCE-DENTAL	1,922	-	-	-
021501	INSURANCE-LIFE	120	-	-	-
021601	INSURANCE-DISABILITY	510	-	-	-
022001	SOCIAL SECURITY	3,991	3,560	2,530	-
022501	MEDICARE	933	824	592	-
023001	RETIREMENT	7,189	7,537	4,558	-
030101	PROF SERVICES-AUDIT	2,200	2,200	-	-
039001	PROFESSIONAL SERVICES	-	-	-	-
057101	TRAVEL AND CONFERENCE	500	320	500	-
062001	OFFICE SUPPLIES	150	183	300	-
062501	POSTAGE	100	-	300	-
081001	CONTINGENCY	300	630	1,000	-
TOTAL HOUSING REHAB		82,778	77,677	51,082	-

**PEDLP
21-789-412-36-100-002**

030101	PROF SERVICES-AUDIT	1,600	1,600	1,600	1,600
TOTAL PEDLP		1,600	1,600	1,600	1,600

TOTAL		194,841	196,090	155,989	104,329
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Economic Development/ UDAG

Special Revenue Fund

Program Funding

The City's economic development efforts are funded through monies previously repaid to the City from a Federal UDAG loan. UDAG is an acronym for Urban Development Action Grant, an economic development initiative established by the US Department of Housing and Urban Development (HUD) in the 1980s. The Economic Development goals of the repaid funds were to establish public/private partnerships, stimulate economic development in the downtown districts, create jobs, increase tax revenues and ensure a steady income stream from the UDAG loan repayments. The City of Portsmouth Economic Development Commission established a budget policy for the Program which allows expenditures based on available funding and economic development program needs.

Mission

The City of Portsmouth's economic development initiatives are intended to ensure continued economic prosperity and preservation of the qualities that attract and retain businesses in the community. The City's Economic Development Commission (EDC) undertakes and makes recommendations to the City Council on a wide variety of issues including business development, public-private partnerships, workforce development, the enhancement and development of the commercial, industrial and central business districts, and business retention/attraction.



Economic Development/ UDAG

Services Overview

- ✓ Support to Economic Development Commission
- ✓ Business Assistance and Referral
- ✓ Public/ Private Partnerships for Economic Development
- ✓ Community Outreach, Liaison and Promotion
- ✓ Business and Economic Development Information
- ✓ Creative and Cultural Economy
- ✓ Special Projects

Position Summary Schedule

Positions Full time	FY16	FY17	FY18
Economic Development Program Manager	1	1	1
Assistant City Manager	.15	.0	0
Community Development Assistant for Special Projects	1	0	0
Total Full Time	2.15	1	1

Department Budget Comments

The proposed FY18 budget for UDAG is \$333,819. This represents a net increase of \$20,422, or 6.52% from FY17 budget. The net increase is due to an increase in the partnerships funding as well as contractual obligations.

The UDAG budget also includes a “Contingency” line item for special economic development activities and projects that enhance economic vitality and further the City’s economic development goals.



Photo courtesy of Philip Cohen

Budget Summary of Expenditures

	FY16 BUDGET	FY16 ACTUAL	FY17 BUDGET	FY18 CITY MANAGER RECOMMENDED
UDAG				
SALARIES	101,125	104,455	73,009	75,958
LONGEVITY	1,687	1,687	1,776	1,848
RETIREMENT	11,484	11,461	8,353	8,854
HEALTH/DENTAL	29,973	18,001	19,914	21,717
OTHER FRINGE BENEFITS	11,689	8,268	9,545	9,842
CONTINGENCY	25,000	3,713	30,000	30,000
JULY 4TH FIREWORKS	24,000	24,000	25,000	25,000
PRESCOTT PARK MASTER PLAN	40,000	39,200	-	-
PARTNERSHIPS	80,000	55,000	135,000	150,000
OTHER OPERATING	9,800	5,847	10,800	10,600
TOTAL	334,758	271,632	313,397	333,819

Program Funding Description

The City's economic development efforts are funded through monies previously repaid to the City from a federal UDAG loan. UDAG is an acronym for Urban Development Action Grant, an economic development initiative established by the US Department of Housing and Urban Development (HUD) in the 1980s. The Economic Development program goals are to stimulate economic development in the city through public/private partnerships, to create jobs and increase tax revenues and to ensure a steady income stream from the UDAG loan repayments. The City of Portsmouth Economic Development Commission established a budget policy for the Program which allows expenditures based on available funding and economic development program needs.

Programs and Services

Support to Economic Development Commission- Services include staff support to City Economic Development Commission (EDC) and oversight of economic development activities in accordance with the EDC mission.

Business Assistance and Referral- Services include working with individuals and businesses wishing to expand or relocate within the community, as well as working with businesses needing access to business finance, workforce development assistance and business start-up and other resources.

Public/Private Partnerships for Economic Development- Services include facilitation and oversight of partnerships with the business community, such as the partnership with Chamber of Commerce for tourism and business development, with UNH for the Business Retention and Attraction Project and with Art-Speak for advocacy of local arts and culture organization and creative economy businesses.

Community Outreach, Liaison and Promotion- Services include staff representation of City on local economic development boards, such as the Chamber of Commerce *Destination Portsmouth* Committee, Tenant Association at Pease, Rockingham Economic Development Commission, CEDS Committee, CIBOR, Granite State Development Corporation and attendance at local business association meetings. This includes attendance at events for City promotion, as well for general business needs and requests.

Business and Economic Development Information- Services include collection of real estate and economic data, preparation of annual economic development summary reports and dissemination and presentations on this information.

Creative and Cultural Economy- Services include liaisons to Art-Speak, the City's Cultural Commission and to local creative economy industries. Services also include interfacing with filmmakers and marketing professionals wishing to film in the City.

Special Projects- Project management of special development projects and activities such as Sister City and Market Street Gateway Improvements, re-use of City-owned buildings, Goodwin Park upgrade, Motion Road website production and the UNH Business Retention and Expansion Program.



Goals and Objectives

<p>Goal #1:</p> <p>To promote and maintain high-quality, sustainable development and a balanced local economy.</p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ Promote redevelopment of existing retail and commercial areas into vibrant mixed-use centers supporting retail, research, office and commercial development through zoning and infrastructure planning. ✓ Advocate for zoning modifications that promote a balance between commercial and residential development in the Central Business District. ✓ Participate in charrettes and other efforts to increase options for more workforce housing in the City. ✓ Work with Planning Department to convene a developer workshop focused on the Gateway Zoning District. <p><i>Citywide Goal Addressed: A Welcoming, Safe and Diverse Community</i></p>
<p>Goal #2:</p> <p>To provide assistance services related to business expansion, retention and relocation.</p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ Assist businesses through referrals to business assistance organizations such the Small Business Development Center (SBDC), SCORE, NH Works, the Manufacturing Extension Partnership (MEP) and federal procurement assistance and the Micro-Credit programs. ✓ Complete the UNH Business Retention and Expansion Program and continue EDC business visitations/off-site meetings for outreach, appreciation, and knowledge of local business and workforce needs. ✓ Maintain partnership with UNH Small Business Development Center to continue presence in City Hall for assistance to the City's microenterprise and start-ups. ✓ Collaborate with NH DRED on outreach to eligible businesses in the City's designated HubZone. ✓ Explore opportunities to improve and expand local broadband services. <p><i>Citywide Goal Addressed: A Welcoming, Safe and Diverse Community</i></p>
<p>Goal #3:</p> <p>To promote and manage public/private partnerships aimed at fostering economic development that complements Portsmouth's quality of life and revitalizes existing business areas.</p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ Continue to financially support the partnership between the City and the Greater Portsmouth Chamber of Commerce for tourism and business development. ✓ Maintain liaisons with the Pease Development Authority and Tenants Association, West End Business Association, CIBOR, the University of New Hampshire, Seacoast Local, SBDC, Alpha Loft, Rockingham Economic Development Corporation, and local, county and state business and real estate organizations. ✓ Develop an outreach and assistance program targeted to property owners and businesses in local Economic Revitalization Zones. <p><i>Citywide Goal Addressed: A Welcoming, Safe and Diverse Community</i></p>

<p>Goal #4:</p> <p>To support the local creative economy and cultural community including those related to cultural tourism.</p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ Promote and sustain the contribution the Arts and Culture sector makes to the local economy. Incorporate this into city marketing efforts. ✓ Support and assist Art-Speak in its efforts to update and implement the Cultural Plan as it relates to economic development. ✓ Assist Art-Speak with the roll-out of Americans for the Arts Economic Prosperity Study findings and report. ✓ Advocate for the continuation of events and initiatives that make downtown vibrant and economically diverse.
<p><i>Citywide Goal Addressed: A Welcoming, Safe and Diverse Community</i></p>	
<p>Goal #5:</p> <p>To collect, develop, maintain and disseminate information on the local economy.</p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ Participate in the preparation of the regional 2016 Comprehensive Economic Strategy (CEDS) update by Rockingham Economic Development Corporation. ✓ Prepare reports on economic indicators as required for city finance reports and for use by businesses and the public.
<p><i>Citywide Goal Addressed: A Welcoming, Safe and Diverse Community</i></p>	
<p>Goal #6:</p> <p>To promote Portsmouth as an ideal location to live and locate a business.</p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ Maintain the economic development database and website for promotion of the City as an excellent business location. ✓ Work with the Pease Development Authority, the Chamber of Commerce Tourism Manager, the Discover Portsmouth Center, media representatives and site selection professionals to promote Portsmouth as the optimum business location site. ✓ Continue regional economic development alliances to promote seacoast NH for advance manufacturing and knowledge-based industries.
<p><i>Citywide Goal Addressed: A Welcoming, Safe and Diverse Community</i></p>	

Performance Measures

	FY 15	FY 16	Estimated FY 17
Responses to business relocation /start-up/retention and data inquiries	14	16	20
Participation in local economic development outreach events	35	40	37
Number of City Council referrals to EDC	4	2	1
Public/Private Partnerships Projects coordinated	4	5	5
Administration and Coordination of EDC Monthly Mtgs.	11	10	10
Special Activities/Projects/Contracts Managed	6	8	11
Cultural Activity Requests (Performance, photo shoots etc.)	8	9	13
Coordinate EDC business site visits	2	2	2
Business Retention Project Coordination/Visitation Events		8	18

2017-2018 BUDGETED POSITION AND SALARY DETAIL

UDAG		<u>POSITION</u>	<u>SALARY</u>
PMA GRADE 15	G	ECONOMIC DEVELOPMENT MANAGER	75,958
<u>TOTAL DEPARTMENT</u>			<u>75,958</u>

	FY16	FY16	FY17	FY18 CITY MANAGER
	BUDGET	ACTUAL	BUDGET	RECOMMENDED

URBAN DEVELOPMENT ACTION GRANT (UDAG)

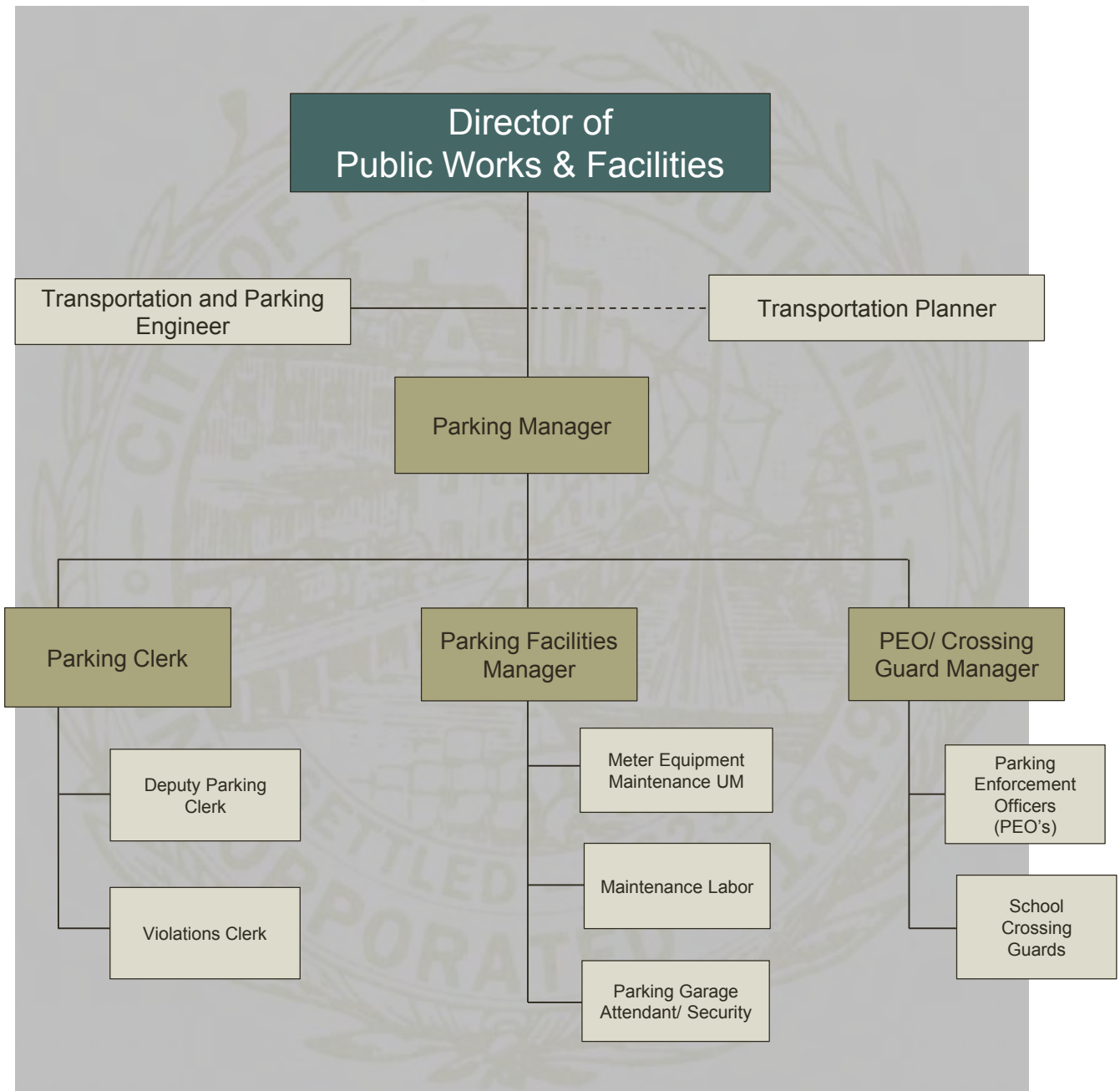
25-789-413-51-100-002

011001	REGULAR SALARIES	101,125	104,455	73,009	75,958
015001	LONGEVITY	1,687	1,687	1,776	1,848
019002	UNANTICIPATED EXPENSES	3,093	-	3,093	3,093
021001	INSURANCE-HEALTH	28,297	17,010	18,158	20,699
021101	INSURANCE-DENTAL	1,676	991	1,756	1,018
021501	INSURANCE-LIFE	139	169	139	473
021601	INSURANCE-DISABILITY	592	318	592	324
022001	SOCIAL SECURITY	6,374	6,307	4,637	4,824
022501	MEDICARE	1,491	1,475	1,084	1,128
023001	RETIREMENT	11,484	11,461	8,353	8,854
039078	FIREWORKS	24,000	24,000	25,000	25,000
041205	WATER /SEWER FEES	1,800	1,800	1,800	1,800
053001	ADVERTISING	4,000	2,453	5,000	5,000
056001	DUES PROFESSIONAL ORGANIZ	1,000	928	1,000	1,000
057101	TRAVEL AND CONFERENCE	3,000	667	3,000	2,800
073082	PRESCOTT PARK MASTER PLAN	40,000	39,200	-	-
081001	CONTINGENCY	25,000	3,713	30,000	30,000
081028	TOURISM/HI TECH PARTNERSH	40,000	40,000	40,000	40,000
081030	ART AGENCY	15,000	15,000	15,000	15,000
081065	ENTREPRENEUR START UP	25,000	-	30,000	30,000
081067	400TH CELEBRATION	-	-	50,000	50,000
081069	BR&E PROJECT	-	-	-	15,000
TOTAL UDAG		334,758	271,632	313,397	333,819

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Parking & Transportation

Special Revenue Fund



Mission

To coordinate the delivery of parking and transportation services in a professional and responsive manner by recognizing that a safe, reliable and efficient transportation system is essential to our economic well-being and quality of life.



Parking & Transportation Division

Services Overview

- ✓ Parking Facilities and Services
- ✓ Traffic Operations, Planning and Safety Improvements
- ✓ Roadway and Bridge Design Projects
- ✓ Transit Facilities and Services



Department Budget Comments

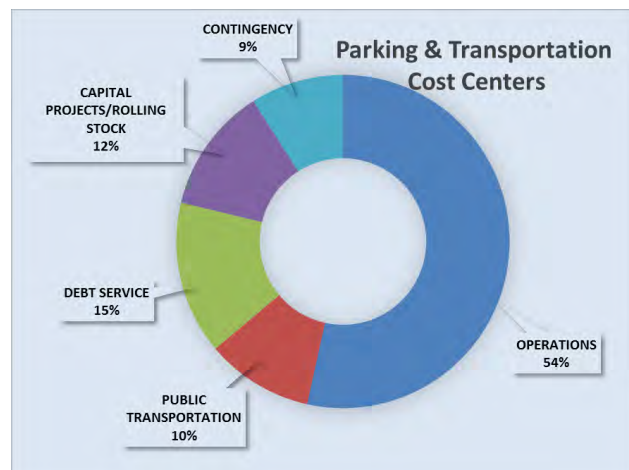
The Parking and Transportation Division's proposed budget of \$5,203,195 for FY18, represents an operating budget of \$2,781,642 and non-operating of \$2,421,553 representing 53% and 47% respectively of the total budget.

Parking and Transportation is comprised of five major cost centers: day-to-day Operations and Maintenance, Public Transportation, Debt Service, Capital outlay, and contingency as depicted in the presented chart.

This budget supports the existing level of service plus additional support for operational changes, new services and increased debt service related to the new parking garage. The operational changes include new citation software, mobile parking metering, and credit-card ready single head on-street parking meters. Additional services include a shared bicycle program and support to the Chamber of Commerce in-lieu of free holiday parking.

Position Summary Schedule

Positions Full Time	FY16	FY17	FY18
Parking Manager	1	1	1
Parking & Transportation Engineer	1	1	1
Principal Planner/Transportation	.5	.5	.5
Assistant City Manager	0	.2	.2
Assistant Attorney	.36	.36	.36
Operations Manager	.25	.25	.25
Public Information Officer	.2	.2	.2
Administrative Assistant I	0	.25	.25
Administrative Clerk	.5	.25	.25
Dispatch	.25	.25	.25
Special Projects Administrator	0	.25	.25
Parking Clerk	1	1	1
Deputy Parking Clerk	1	1	1
Violation Clerk – Collections	1	1	1
Parking Garage Supervisor	1	1	1
Laborer	2	2	2
Parking Garage Attendant/ Security	2	2	3
Utility Mechanic	1	1	1
Account Clerk – Garage	1	1	1
Parking Enforcement Supervisor	1	1	1
Equipment Maintenance Foreman	.1	.1	.1
Lead Mechanic	.1	0	0
Equipment Mechanic	.3	.4	.4
Truck Driver 1	.1	.1	.1
Inventory Control Tech	.1	.1	.1
Total Full Time	15.76	16.21	17.21
Positions Part Time	FY16	FY17	FY18
Meter Enforcement	11	13	15
School Crossing Guards	6	6	6
Parking Garage Attendant/ Security	12	12	11
Secretary	0	.25	.25
Number of seasonal part time positions varies throughout the year.			
Total Part Time	29	31.25	32.25



Due to the changing needs and expectations the FY18 Budget sets aside \$470,000 in contingency. This includes \$150,000 for School busing related to the change in the school start time, \$150,000 in additional transportation services, \$100,000 for “Percent for the Arts” and \$70,000 for potential staffing changes.

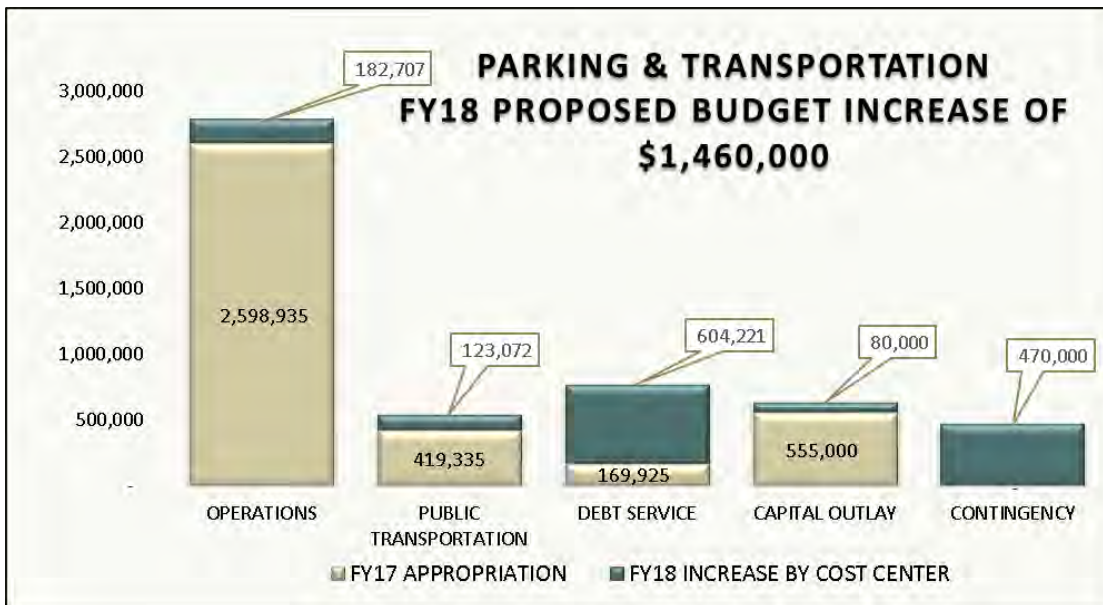
<i>Budget Summary of Expenditures</i>				
	FY16	FY16	FY17	FY18
	BUDGET	ACTUAL	BUDGET	CITY MANAGER RECOMMENDED
PARKING & TRANSPORTATION				
OPERATING				
SALARIES	646,059	784,531	847,281	910,666
PART-TIME SALARIES	447,793	325,737	467,288	461,856
OVERTIME	48,629	36,772	43,000	53,000
LONGEVITY	6,613	6,744	7,115	7,846
RETIREMENT	78,449	83,429	100,000	110,348
HEALTH INSURANCE	209,545	186,909	218,000	273,000
DENTAL INSURANCE	13,605	13,140	16,400	16,600
WORKERS COMPENSATION	9,509	9,509	7,198	8,382
LIFE AND DISABLITY	5,193	4,341	6,250	5,878
OTHER BENEFITS	88,983	92,928	118,839	119,772
UTILITIES	51,750	38,124	51,950	52,550
METER COLLECTION (Police)	10,500	6,155	-	-
CONTRACTED SERVICES	160,200	180,913	196,200	181,200
OTHER OPERATING	444,755	492,644	512,557	575,844
COLLECTIVE BARGAINING CONTINGENC	13,286	-	6,857	4,700
<i>OPERATING</i>	<i>2,234,869</i>	<i>2,261,875</i>	<i>2,598,935</i>	<i>2,781,642</i>
NON OPERATING				
DEBT SERVICE	150,000	16,322	169,925	774,146
CAPITAL PROJECTS	1,106,994	1,106,994	425,000	325,000
ROLLING STOCK	-	-	130,000	310,000
TRANSPORTATION	503,800	481,199	419,335	542,407
CONTINGENCY	-	-	-	470,000
<i>NON OPERATING</i>	<i>1,760,794</i>	<i>1,604,515</i>	<i>1,144,260</i>	<i>2,421,553</i>
TOTAL	3,995,663	3,866,390	3,743,195	5,203,195

In FY17 the Parking and Transportation Division initiated a series of operational changes to improve parking utilization data collection, customer service, and citation management. These changes were based on the 2015 Walker Parking Consultants’ Operational Study recommendations. In order to make real-time decisions, the City has entered into an agreement with Smarking, Inc., a data analytics firm specializing in aggregating parking information. This firm will provide the City with real time data from our meters, enforcement equipment, and citation management system. These analytics will help the Division make data driven decisions and will be able to more rapidly gauge the response to rate changes and other parking initiatives. The City will use this information to improve the level of service and parking experience of our customers.

Program goals from FY17 that have been met include:

- Adoption of the Passport Mobile Pay parking application
- Replacement of the existing coin only parking meters to credit card/coin enabled meters
- Online citation appeal system eliminating trips to the Parking Clerk’s Office
- Implementation of vehicle-based directed parking enforcement
- Zagster Bike Share Program

The proposed FY18 budget of \$5,203,195 represents an increase of \$1,460,000. The increases are represented in dark green in the bar chart below.



As presented, 41% of the increase is due to debt service related to the new parking garage and 32% for contingency.

The remaining 27% of the increase is due to:

- Changes to Federal support for public transportation
- Salary COLA adjustments due to contractual obligations
- Health insurance premiums,
- New parking software
- Additional rolling stock inventory.

DEBT SERVICE	604,221	41%
CONTINGENCY	470,000	32%
OPERATIONS	182,707	13%
PUBLIC TRANSPORTATION	123,072	8%
CAPITAL OUTLAY	80,000	5%
	\$ 1,460,000	

The FY18 budget includes one additional full-time security position. This position has been added to facilitate our in-house security at the Hanover Garage. Currently, the overnight security is covered by part-time positions which have been challenging to staff. The addition of a full time position will allow more consistent staffing and improve operational efficiencies.

The FY18 Budget reflects a continued distribution of \$2,412,305 from Parking Revenues to the General Fund for an off-set of approximately \$0.50 on the tax rate. In addition, the Parking and Transportation Division provides \$1,122,407 of services which would be typically be funded under the General Fund. These services include:

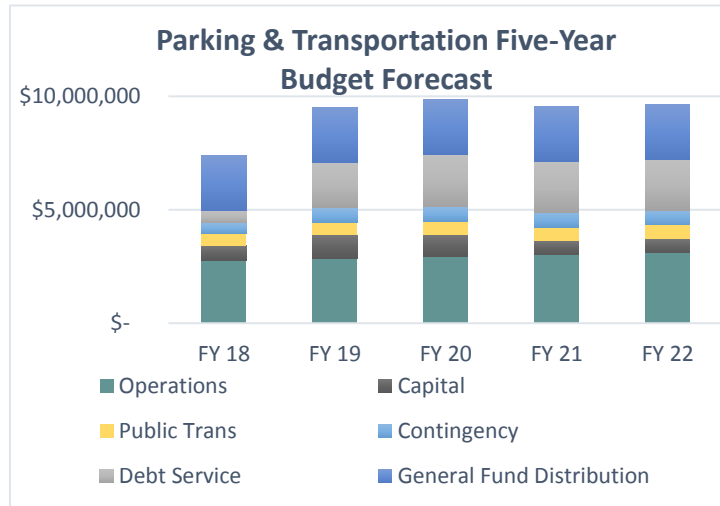
- \$250,000 for snow removal in the downtown
- \$474,407 in Transportation Programs
 - Shuttle Services
 - Mass Transit
 - Senior Transportation
- \$68,000 for the Zagster Bicycle Program
- \$150,000 School Bus support
- \$80,000 Downtown police detail
- \$100,000 Percent for Art

It is anticipated that future parking budgets will phase out or adjust the following budget items:

- \$80,000 for Police services in the downtown. This funding will be reduced to \$60,000 in FY19, \$40,000 in FY20, and eliminated in FY21.
- The \$150,000 for School busing will be reduced to \$100,000 in FY19, \$50,000 in FY20 and eliminated in FY21.
- The \$100,000 for “Percent for Arts” will be off-set by a reduction to parking revenues distribution to the General Fund in FY19.

Future Budget Projections

As part of the FY18 budget development, future budget and revenue requirements were projected for the next five years as depicted in the chart. The most significant factor impacting future years is debt service payments for the construction of the new Deer Street Parking Garage Facility. In FY18, the proposed budget includes an increase of \$604,221 to cover interest payments and establish a reserve for projected loss of revenue over 3 years as the Hanover Street Parking Garage undergoes major upgrades which will close portions of the facility for a period of time. Based on the current capital cost of \$23 million, the annual debt service will increase in FY19 to approximately \$2 million. This additional expense will be covered by revenues from the new garage as well as additional rate increases.



Programs and Services

Parking Facilities and Services:

- Operates and maintains downtown public parking facilities and surrounding surface lots.
- Responsible for the operation, maintenance, collection, and enforcement of electronic parking meters.
- Administers the parking appeals and adjudication process.
- Conducts short-term and long-term parking planning studies.
- Develops and implements parking projects and programs.



Traffic Operations, Planning and Safety Improvements:

- In coordination with the Highway Division of the Public Works Department, upgrades City traffic signals, signs, and pavement markings in accordance with City standards and the Manual on Uniform Traffic Control Devices (MUTCD).
- Staffs the Technical Advisory Committee.
- Provides technical reviews of all traffic studies relating to public and private developments and events.
- Responsible for traffic calming as well as vehicle, pedestrian, and bicycle safety improvement projects.
- Staffs the Parking & Traffic Safety Committee.

Roadway and Bridge Design Projects:

- Manages federally funded roadway and bridge projects under the New Hampshire Department of Transportation’s (NHDOT) Municipally Managed Highway Program.
- Maintain the City’s Capital Improvement Program for all transportation projects.
- Responsible for grant application of projects awarded through the Seacoast Metropolitan Planning Organization (SMPO), leveraging State and Federal funds.

Transit Facilities and Services:

- Coordinates the City’s public transit services and facilities.
- Administers contracts with the Cooperative Alliance for Seacoast Transportation (COAST) and Wentworth Connections for transportation within the city and region.
- Responsible for submitting grant applications for transit facilities, services, and amenities to the Federal Transit Administration (FTA) and COAST through the SMPO.



<u>Goals and Objectives</u>	
<p>Goal #1:</p> <p>Optimize a real-time citation management and enforcement system.</p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ Continue the capital replacement program to replace parking revenue control equipment with state-of-the-art equipment that will reduce operating costs, provide multiple payment methods, and provide an opportunity for increased revenue. ✓ Maintain exceptional on-street parking turnover rates by monitoring real-time occupancy statistics through “Smarking, Inc.” data collection services. ✓ Promote and grow the usage of the Passport mobile parking meter app. ✓ Build a business validation program for on-street and garage parking. ✓ Research and develop a Resident Parking Program for implementation in conjunction with the new Parking Garage opening.
<p><i>Citywide Goal Addressed: Transportation</i></p>	
<p>Goal #2:</p> <p>Provide outstanding customer service and related programs to support the parking and transportation policies of the City.</p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ Expand the parking validation program. ✓ Provide a seasonal shuttle system while continuing to research further options and programs. ✓ Research and expand remote parking options for downtown employees. ✓ Streamline the Resident Discount Program.
<p><i>Citywide Goal Addressed: Transportation</i></p>	
<p>Goal #3:</p> <p>Provide public transportation services that serve public needs and meet fiscal constraints.</p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ Continue collaborating with COAST and other public transportation providers to improve efficiency and quality of public transportation services. ✓ Increase ridership by modifying and consolidating existing public transit routes and upgrading transit infrastructure.

	<ul style="list-style-type: none"> ✓ Expand the operation of the CCC free parking and shuttle service.
<i>Citywide Goal Addressed: Transportation</i>	
<p>Goal #4:</p> <p>Develop and maintain a safe, efficient, and integrated multi-modal transportation system that reflects economic, environmental, and social considerations.</p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ Continue to compile database of crash statistics, traffic volumes, speeds, and vehicle classes utilizing traffic counters, police records, and consultants' studies. ✓ Continue to assist in the implementation of the City's comprehensive Bicycle and Pedestrian Plan. ✓ Coordinate municipally-managed design and construction of the Woodbury Avenue traffic signal improvement project from Gosling Road to Market Street. ✓ Coordinate municipally-managed design and construction of the Peverly Hill Road sidewalk project. ✓ Upgrade pedestrian signals to provide sufficient crossing times and concurrent phasing with through traffic where possible. ✓ Design and construct traffic calming improvements in the Elwyn Park Neighborhood and the Christian Shore neighborhood. ✓ Continue with the implementation of the City's wayfinding program. ✓ Coordinate municipally-managed design and construction of the Islington Street corridor project. ✓ Coordinate municipally-managed design and construction of the Market Street gateway project. ✓ Coordinate municipally-managed design and construction of the Woodbury Avenue corridor safety improvement project from Rockingham Avenue to Dennett Street. ✓ Coordinate municipally-managed design and construction of the Andrew Jarvis Drive/Route 1 intersection improvement project.
<i>Citywide Goal Addressed: Transportation</i>	

Transit Performance Measures

COAST ridership for routes that serve Portsmouth			
	FY 15	FY 16	Estimated FY 17
Portsmouth Trolleys (Routes 40 & 41)	94,567	97,546	100,524
Regional Routes thru Portsmouth (Routes 2 & 7)	229,315	209,237	217,238
Regional ADA Services	14,697	16,293	17,044

2017-2018 BUDGETED POSITION AND SALARY DETAIL

PARKING & TRANSPORTATION		POSITION	SALARY
PMA GRADE 18	E	PARKING & TRANSPORTATION ENGINEER	83,810
PMA GRADE 18	F	⑥ ASSISTANT CITY MANAGER	17,223
PMA GRADE 16	E	① PRINCIPAL PLANNER TRANSPORTATION	41,823
NON GRADE 17	E	⑤ ASSISTANT CITY ATTORNEY	28,743
NON GRADE 16	E	② OPERATIONS MANAGER	19,017
PMA GRADE 9	B	② ADMIN ASSIST I	11,734
1386B GRADE 7	9E/3F	② ADMIN CLERK	11,231
PMA GRADE 13	D	③ PUBLIC INFORMATION OFFICER	12,539
1386 GRADE 7	E	② DISPATCHER	11,208
PMA GRADE 7	B	② SPECIAL PROJECT COORDINATOR	10,694
SMA GRADE 14	3.5B/8.5C	④ EQUIPMENT MAINTENANCE FOREMAN	6,211
1386 GRADE 9	E	④ EQUIPMENT MECHANIC	4,937
1386 GRADE 9	E	④ EQUIPMENT MECHANIC	4,937
1386 GRADE 9	G	④ EQUIPMENT MECHANIC	5,212
1386 GRADE 9	E	④ EQUIPMENT MECHANIC	4,937
1386 GRADE 6	G	④ TRUCK DRIVER I	4,511
1386 GRADE 7	E	④ INVENTORY TECHNICIAN	4,483
		EDUCATION STIPENDS	1,078
TOTAL ADMINISTRATION			284,328
1386 GRADE 5	2A/3B/3C/4D	LABORER	36,579
1386 GRADE 5	E	LABORER	40,721
1386B GRADE 3	G	ACCOUNT CLERK	38,845
1386 GRADE 2	2E/10F	PARKING GARAGE ATTENDANT/SECURITY	36,045
1386 GRADE 2	2E/10F	PARKING GARAGE ATTENDANT/SECURITY	36,045
1386 GRADE 2	6A/6B	PARKING GARAGE ATTENDANT/SECURITY-NEW	32,794
TOTAL PARKING GARAGE			221,029
PMA GRADE 17	6.5D/5.5E	PARKING MANAGER	77,805
SMA GRADE 11	E	PARKING ENFORCEMENT SUPERVISOR	60,005
		ON CALL	8,060
TOTAL PARKING ENFORCEMENT			145,870
SMA GRADE 11	D	PARKING GARAGE SUPERVISOR	57,169
1386 GRADE 7	E	UTILITY MECHANIC	44,833
		ON CALL	4,650
TOTAL METER OPERATIONS			106,652
PMA GRADE 11	G	PARKING CLERK	62,590
PMA GRADE 9	3.5B/8.5C	DEPUTY PARKING CLERK	48,571
1386B GRADE 5	F	VIOLATIONS CLERK	41,626
TOTAL COLLECTION			152,787
TOTAL FULL TIME			910,666
NON GRADE 4	A	② SECRETARY	5,863
(6) PART TIME		SCHOOL CROSSING GUARDS	62,126
TOTAL PART TIME ADMINISTRATION			67,989
1386 GRADE 1	F	PARKING GARAGE ATTENDANT	9,489
1386 GRADE 1	A	PARKING GARAGE ATTENDANT	12,814
1386 GRADE 1	A	PARKING GARAGE ATTENDANT	8,312
1386 GRADE 1	A	PARKING GARAGE ATTENDANT	8,658
1386 GRADE 1	A	PARKING GARAGE ATTENDANT	14,199
1386 GRADE 1	A	PARKING GARAGE ATTENDANT	11,082
1386 GRADE 1	A	PARKING GARAGE ATTENDANT	10,043
1386 GRADE 1	A	PARKING GARAGE ATTENDANT	18,701
1386 GRADE 1	A	PARKING GARAGE ATTENDANT	9,351
NON GRADE 2	A	PARKING GARAGE ATTENDANT/SECURITY	18,670
NON GRADE 2	A	PARKING GARAGE ATTENDANT/SECURITY	18,670

2017-2018 BUDGETED POSITION AND SALARY DETAIL

		TOTAL GARAGE CASHIERS	139,989
NON GRADE 2	F	PARKING ENFORCMENT	24,219
NON GRADE 2	F	PARKING ENFORCMENT	25,188
NON GRADE 2	F	PARKING ENFORCMENT	23,250
NON GRADE 2	E	PARKING ENFORCMENT	22,626
NON GRADE 2	F	PARKING ENFORCMENT	19,375
NON GRADE 2	E	PARKING ENFORCMENT	13,670
NON GRADE 2	E	PARKING ENFORCMENT	18,855
NON GRADE 2	B	PARKING ENFORCMENT	8,180
NON GRADE 2	A	PARKING ENFORCMENT	19,448
NON GRADE 2	A	PARKING ENFORCMENT	17,114
NON GRADE 2	A	PARKING ENFORCMENT	7,779
NON GRADE 2	A	PARKING ENFORCMENT	15,558
NON GRADE 2	A	PARKING ENFORCMENT	7,779
NON GRADE 2	A	PARKING ENFORCMENT	7,779
NON GRADE 2	A	PARKING ENFORCMENT	15,558
NON GRADE 2	A	PARKING ENFORCEMENT	7,500
		TOTAL PARKING ENFORCEMENT	253,878
		TOTAL PART TIME	461,856
		TOTAL DEPARTMENT	1,372,522

FOR TOTAL SALARY, PLEASE SEE PERSONNEL SUMMARY

- ① 50% PARKING AND TRANSPORTATION, 50% PLANNING
- ② 25% WATER, 25% SEWER, 25% PUBLIC WORKS, 25% PARKING
- ③ 30% WATER, 30% SEWER, 20% PUBLIC WORKS, 20% PARKING
- ④ 30% PUBLIC WORKS, 30% WATER, 30% SEWER, 10% PARKING
- ⑤ 36% LEGAL, 36% PARKING, 28% COALITION
- ⑥ 20% PW, 20% PARKING, 20% WATER, 20% SEWER, 20% CDBG

		FY16	FY16	FY17	FY18
		BUDGET	ACTUAL	BUDGET	CITY MANAGER
					RECOMMENDED

PARKING AND TRANSPORTATION

PARKING GARAGE
17-752-540-33-117-407

011001	REGULAR SALARIES	140,645	182,785	185,885	221,029
012001	PART TIME SALARIES	151,885	123,045	166,436	139,989
014041	OVERTIME	25,000	14,327	25,000	25,000
015001	LONGEVITY	881	1,307	1,943	1,636
022001	SOCIAL SECURITY	19,741	19,389	23,508	24,035
022501	MEDICARE	4,617	4,535	5,497	5,621
023001	RETIREMENT	18,601	17,825	23,773	28,184
032009	PROF SERV-CERTIFICATION	4,200	-	4,200	4,200
034103	TELEPHONE	1,000	1,227	1,000	1,350
036001	PROF SERVICE-CLEANING	3,500	-	1,000	1,000
039006	PROF/SERVICES-SECURITY	50,000	66,221	60,500	60,500
041002	ELECTRICITY	35,000	26,940	35,000	35,000
041101	NATURAL GAS	750	734	750	750
041205	WATER /SEWER FEES	10,000	5,044	10,000	10,000
043001	REPAIRS-STRUCTURAL	5,000	248	5,000	5,000
043002	REPAIRS-ELECTRICAL	1,000	144	2,000	2,000
043007	REPAIRS-ELEVATOR	2,500	8,618	2,500	4,000
043009	REPAIRS-PARKING CONTROL	4,000	1,416	4,000	4,000
043018	REPAIRS-EQUIPMENT	1,000	1,911	2,000	2,000
043024	REPAIRS-VEHICLE	2,500	383	2,500	2,500
043032	GENERATOR MAINTENANCE	-	295	1,000	1,000
053001	ADVERTISING	-	-	1,000	1,000
062001	OFFICE SUPPLIES	-	349	500	500
062501	POSTAGE	-	270	-	-
064001	JANITORIAL SUPPLIES	2,500	4,032	4,000	4,000
068003	PROTECTIVE CLOTHING	750	3,216	6,000	5,500
068016	MATERIALS	20,000	18,820	20,000	20,000
074001	EQUIPMENT	500	966	1,500	1,500
TOTAL		505,570	504,047	596,492	611,294

PARKING ENFORCEMENT
17-752-541-33-100-423

011001	REGULAR SALARIES	67,611	105,607	139,287	145,870
012001	PART TIME SALARIES	233,808	154,746	233,418	253,878
014041	OVERTIME	3,000	-	8,000	4,000
015001	LONGEVITY	1,313	1,443	1,591	2,143
022001	SOCIAL SECURITY	18,955	16,236	23,686	25,165
022501	MEDICARE	4,433	3,798	5,800	5,885
023001	RETIREMENT	8,034	8,244	16,392	17,090
034103	TELEPHONE	500	377	500	500
043018	REPAIRS-EQUIPMENT	1,500	460	1,500	1,500
043024	REPAIRS-VEHICLE	1,000	-	1,000	1,000
044000	RENTAL AND LEASES	-	-	7,500	12,600
061002	MISCELLANEOUS SUPPLIES	750	1,083	750	1,000
062005	PRINTING SUPPLIES	12,500	14,050	12,500	12,500
062006	MOTOROLA POTABLE BATTERIE	1,000	-	1,000	4,500
068003	PROTECTIVE CLOTHING	2,500	4,393	6,000	7,000
068004	MATERIALS-MAINTENANCE	5,000	1,224	5,000	5,000
074001	EQUIPMENT	1,000	401	9,500	10,000
075001	FURNITURE AND FIXTURES	10,000	10,000	10,000	2,000
TOTAL		372,904	322,061	483,424	511,631

PARKING METER OPERATION
17-752-542-33-100-423

011001	REGULAR SALARIES	91,394	58,681	106,633	106,652
014041	OVERTIME	8,000	9,333	8,000	20,000
015001	LONGEVITY	1,230	780	780	924
022001	SOCIAL SECURITY	6,239	3,860	7,156	7,910
022501	MEDICARE	1,459	903	1,673	1,850
023001	RETIREMENT	11,240	7,644	12,892	14,518
039016	POLICE AUX-METER COLLECT	10,500	6,155	-	-
043018	REPAIRS-EQUIPMENT	1,000	595	5,000	5,000
043020	PARTS-PARKING METERS	5,000	2,274	5,000	5,000
043024	REPAIRS-VEHICLE	2,500	-	2,500	2,500
068003	PROTECTIVE CLOTHING	350	95	625	500
068023	MATERIALS-PRK MTR INSTALL	1,100	654	1,100	1,100
074001	EQUIPMENT	500	524	500	500
074013	PARKING METERS	40,000	19,430	40,000	40,000
TOTAL		180,512	110,927	191,859	206,454

				FY18	
		FY16	FY16	FY17	CITY MANAGER
		BUDGET	ACTUAL	BUDGET	RECOMMENDED

PARKING COLLECTION
17-752-543-33-100-423

011001	REGULAR SALARIES	138,668	137,342	150,321	152,787
014041	OVERTIME	-	376	1,000	2,000
015001	LONGEVITY	2,680	2,398	2,118	2,316
022001	SOCIAL SECURITY	8,764	8,339	9,513	9,740
022501	MEDICARE	2,050	1,950	2,222	2,278
023001	RETIREMENT	15,789	15,620	17,138	17,878
034103	TELEPHONE	2,000	1,190	2,000	1,500
043027	REPAIRS-OFFICE EQUIPMENT	500	-	500	500
055050	PRINTING	2,000	2,000	2,000	2,000
062001	OFFICE SUPPLIES	3,250	4,141	3,250	3,250
062010	COPYING SUPPLIES	2,000	1,398	2,000	2,000
062501	POSTAGE	20,000	11,659	20,000	20,000
067001	BOOKS & PERIODICALS	300	-	300	300
099006	COPIER LEASE	1,500	393	1,800	1,800
TOTAL		199,501	186,807	214,162	218,349

PARKING ADMINISTRATION
17-752-610-33-100-423

011001	REGULAR SALARIES	207,741	300,116	265,155	284,328
014041	OVERTIME	-	106	1,000	2,000
011061	INSURANCE REIMBURSEMENT	1,000	7,158	13,200	9,400
011064	COLL BARG CONTINGENCY	13,286	-	6,857	4,700
012001	PART TIME SALARIES	62,100	47,946	67,434	67,989
015001	LONGEVITY	509	816	683	827
021001	INSURANCE-HEALTH	209,545	186,909	218,000	273,000
021101	INSURANCE-DENTAL	13,605	13,140	16,400	16,600
021501	INSURANCE-LIFE	1,304	1,512	2,149	2,119
021701	INSURANCE-LTD	3,889	2,829	4,101	3,759
022001	SOCIAL SECURITY	16,824	20,906	21,545	22,602
022501	MEDICARE	3,935	4,889	5,039	5,286
023001	RETIREMENT	23,374	32,685	29,805	32,678
026002	INSURANCE-WORKERS COMP	9,509	9,509	7,198	8,382
034103	TELEPHONE	500	400	500	500
034104	CELLULAR PHONES	4,500	4,922	8,500	8,500
041002	ELECTRICITY	-	2,646	200	800
043024	REPAIRS-VEHICLE	1,000	-	1,000	5,000
048002	PROPERTY INSURANCE	13,405	13,405	16,388	20,994
034206	SOFTWARE-ANNUAL MAINT	-	2,875	9,850	58,000
035004	OCCUPATIONAL HEALTH	2,500	3,850	2,500	2,500
039001	PROFESSIONAL SERVICES	20,000	30,842	48,000	33,000
039026	POLICE SERVICES DOWNTOWN	80,000	80,000	80,000	80,000
053001	ADVERTISING	3,000	2,356	1,000	2,000
054050	TRAINING	1,250	2,784	1,250	1,250
056001	DUES PROFESSIONAL ORGANIZ	900	1,445	1,250	1,250
057101	TRAVEL AND CONFERENCE	3,000	3,138	3,600	3,600
057102	TRAVEL REIMBURSEMENT	500	1,327	2,600	2,500
061002	MISCELLANEOUS SUPPLIES	1,000	1,126	1,200	2,500
062001	OFFICE SUPPLIES	3,000	8,273	4,650	6,000
062501	POSTAGE	2,000	485	2,000	2,000
063501	GASOLINE	6,000	2,759	6,000	6,000
067001	BOOKS & PERIODICALS	500	694	1,000	1,000
068003	PROTECTIVE CLOTHING	1,000	1,006	1,594	1,500
068014	MATERIALS-CAPITAL OUTLAY	-	80,000	5,000	5,000
074001	EQUIPMENT	200	135	5,500	5,500
099006	COPIER LEASE	500	37	850	850
TOTAL		711,376	873,027	862,998	983,914

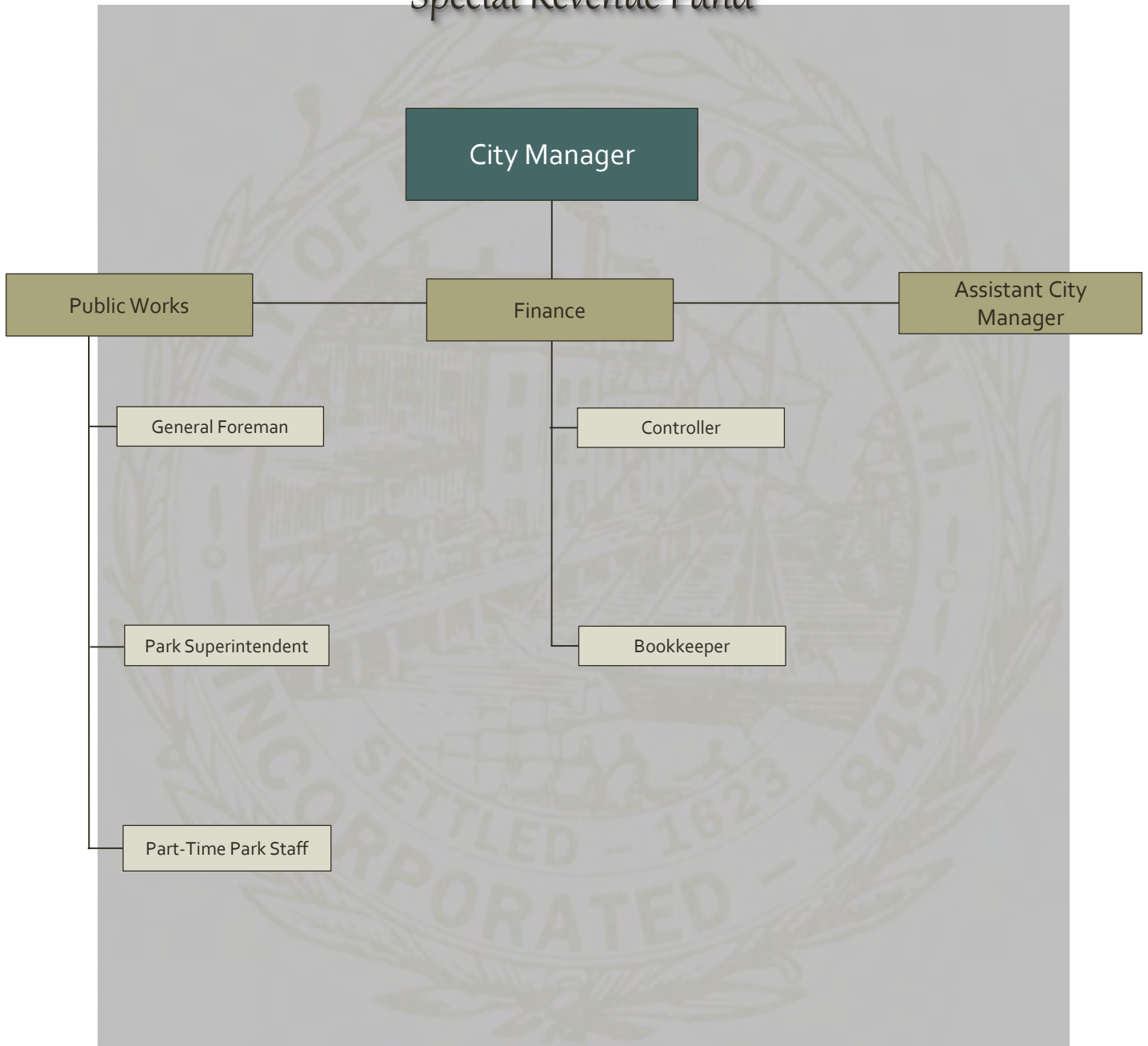
PUBLIC TRANSPORTATION
17-752-544-33-100-423

039027	SHUTTLE SERVICES	150,000	143,822	30,000	40,000
073030	DOWNTOWN LOOP	3,300	3,465	3,500	5,000
074008	TROLLEY MATCH	117,500	100,912	138,625	144,273
079028	BUS SHELTER/KIOSK	5,000	5,000	5,000	8,595
081006	COAST DUES	85,000	85,000	99,210	113,539
087014	SENIOR TRANSPORT(PHA)	143,000	143,000	143,000	163,000
087030	ZAGSTER	-	-	-	68,000
TOTAL		503,800	481,199	419,335	542,407

		FY16	FY16	FY17	FY18
		BUDGET	ACTUAL	BUDGET	CITY MANAGER RECOMMENDED
DOWNTOWN SNOW REMOVAL					
17-752-640-42-100-420					
039200	SNOW REMOVAL	250,000	250,000	250,000	250,000
TOTAL		250,000	250,000	250,000	250,000
DEBT SERVICE					
17-752-302-51-100-447					
092101	FINANCING FEES ON DEBT	20,727	16,322	-	79,000
098010	PROJECTED NEW BOND PAYMNT	-	-	-	231,146
098102	INTEREST-BONDED DEBT	129,273	-	169,925	464,000
TOTAL		150,000	16,322	169,925	774,146
CONTINGENCY					
17-752-310-51-102-423					
081001	CONTINGENCY	-	-	-	470,000
TOTAL		-	-	-	470,000
CAPITAL PROJECTS					
17-752-795-00-100-452					
014041	OVERTIME	12,629	12,629	-	-
022001	SOCIAL SECURITY	783	783	-	-
022501	MEDICARE	183	183	-	-
023001	RETIREMENT	1,411	1,411	-	-
076001	VEHICLES-PW	-	-	130,000	310,000
079038	GARAGE STRUCTURAL IMPROV	134,994	134,994	150,000	50,000
079039	MULTI SPACE METER	45,000	45,000	45,000	45,000
079046	PLAN STUDIES	20,000	20,000	20,000	20,000
079055	WAYFINDING PROGRAM	440,000	440,000	-	-
079057	PAVING PARKING LOTS	450,000	450,000	150,000	150,000
099008	PARKING LOT LEASES	17,000	17,000	60,000	60,000
TOTAL		1,122,000	1,122,000	555,000	635,000
Total Parking & Transportation		3,995,663	3,866,390	3,743,195	5,203,195

Prescott Park

Special Revenue Fund



Mission

The mission of the Prescott Park Special Revenue Fund is to underwrite the operations required for the upkeep and administration of Prescott Park, which is within the management control of the City Manager. This work is carried out in accordance with the terms of the Josie F. Prescott Trust and related revenue sources, the deeds for the Park land, and directives of the Portsmouth City Council.



Prescott Park

Services Overview

- ✓ Maintenances of Park Grounds
- ✓ Maintenance of Park Facilities
- ✓ Docking Services
- ✓ Stewardship of Historic Resources
- ✓ Permitting and Scheduling of Special Events
- ✓ Administration of Park License Agreements
- ✓ Capital Planning and Project Management

Position Summary Schedule

Positions Full time	FY16	FY17	FY18
Grounds Superintendent	1	1	1
Controller	0	0	.15
Administrative Assistant	.20	.20	.20
Assistant City Manager	0	0	.075
Total Full Time	1.2	1.2	1.425
Positions Part time	FY16	FY17	FY18
Grounds Crew	7	7	7
Total Part Time	7	7	7



Department Budget Comments

The Prescott Park proposed budget for FY18 is \$267,552. This is the first year a Special Revenue Fund has been created for Prescott Park. In addition, FY18 represents the first full year the Park will fall under the management control of the City Manager as a result of the 2017 Prescott Park Master Plan (including governance recommendations) adopted by the City Council. The Special Revenue fund shows revenues from various sources, including the Josie F. Prescott Trust as well as the Marine Maintenance Trust, Bishop Flower Fund, and a General Fund transfer from the City of Portsmouth. Revenues to the City which defray the budgetary impact of the General Fund transfer include fees associated with Weddings in the Park, revenues from license agreements with large Park users; and donations for the use of Four Tree Island and other purposes.

<u>Budget Summary of Revenues</u>					
	PRESCOTT TRUST	MARINE MNT TRUST	BISHOP TRUST	PORTSMOUTH GENERAL FUND	TOTAL
Donations	-	-	-	1,000	1,000
Weddings	-	-	-	7,050	7,050
License Agreements	-	-	-	21,250	21,250
Transfer - General Fund	-	-	-	30,479	30,479
Transfer - Josie Prescott Trust	182,000	-	-	-	182,000
Transfer - Marine Maintenance Trust	-	20,773	-	-	20,773
Transfer - Bishop Flower Fund	-	-	5,000	-	5,000
TOTAL	182,000	20,773	5,000	59,779	267,552

<u>Budget Summary of Expenditures</u>					
	PRESCOTT TRUST	MARINE MNT TRUST	BISHOP TRUST	PORTSMOUTH GENERAL FUND	TOTAL
SALARIES	78,633	6,322	-	11,643	96,598
PART-TIME SALARIES	25,000	5,000	-	-	30,000
LONGEVITY	295	182	-	-	477
RETIREMENT	1,487	740	-	12,735	14,962
HEALTH INSURANCE	-	-	-	20,699	20,699
DENTAL INSURANCE	-	-	-	764	764
WORKERS' COMPENSATION	539	-	-	-	539
OTHER BENEFITS	7,951	880	-	891	9,722
<i>Contractual Obligations</i>	<i>113,905</i>	<i>13,123</i>	<i>-</i>	<i>46,732</i>	<i>173,760</i>
CONTRACTED SERVICES	2,650	900	-	-	3,550
GARDEN SUPPLIES	18,000	-	5,000	-	23,000
REPAIRS AND MAINTENANCE	10,845	600	-	-	11,445
UTILITIES	23,800	4,950	-	10,000	38,750
PROPERTY INSURANCE	-	-	-	3,047	3,047
OTHER OPERATING	12,800	1,200	-	-	14,000
<i>Other Operating</i>	<i>68,095</i>	<i>7,650</i>	<i>5,000</i>	<i>13,047</i>	<i>93,792</i>
TOTAL	182,000	20,773	5,000	59,779	267,552

Programs and Services

Maintenance of Park Buildings and Grounds-

- Prescott Park includes over 10 acres of invaluable park space and public access to the Piscataqua River. The Park is made up of a number of unique and beloved spaces and historic buildings as well as the Prescott Formal Garden, Four Tree Island, docks, multiple wooden piers extending into the river, flower gardens and open lawn areas. An extensive array of infrastructure underground and along the water's edge in the form of seawalls and fencing also make up the Park. A full-time Park Superintendent, seasonal part-time staff, and other staff within the City's Public Works Department ensure the upkeep of the Park and all its components.



Coordination of special and permitted events-

- In addition to the non-profit organizations who operate in the Park, a number of special events and other permitted activities take place in the Park. Examples of these activities include Yoga in

the Park, the Fair House Tour, and other activities such as formal events in the Public Forum area. Permissions for these types of events are processed through the City Manager's office.

Docking Services-

- The Park has two docking structures (North and South Docks) which are available for public use. Seasonally, slips are designated for seasonal boaters and slips are reserved for hourly rental as well as overnight docking for transient boaters. The dock slips are also used for docking for special visiting vessels offering public programs or services.



Capital Planning and Project Management-

- In addition to the regular maintenance of the park grounds and facilities, planning for large scale capital improvements are also part of the Park responsibilities. Major investments in the Park are planned as a result of the Prescott Park Master Plan adopted by the City Council in 2017.

<u>Goals and Objectives</u>	
<p>Goal #1: To ensure Prescott Park is available for park and recreational purposes</p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ Operate the Park in a manner which guarantees access by the public for parks and recreational purposes ✓ Ensure compliance with deed restrictions, City ordinances, and Park policies ✓ Administer agreements and monitor programming and services of Park licensees ✓ Communicate with the residents, park users, park visitors and others about Park activities, operations, future planning and other issues.
<p><i>Citywide Goals Addressed: A Welcoming, Safe and Diverse Community, Regulation Adherence and Legislative Development, and Public Outreach</i></p>	
<p>Goal #2: To maintain Prescott Park's buildings, grounds, and various other facilities in a historically-sensitive manner</p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ Ensure high quality and safe access by the public to all Park areas and features ✓ Maintain a high level of care for gardens, trees and other plant material ✓ Maintain Park buildings in a historically-sensitive manner ✓ Pursue implementation of the Prescott Park Master Plan
<p><i>Citywide Goal Addressed: A Welcoming, Safe and Diverse Community</i></p>	
<p>Goal #3: Provide high quality and safe docking services to the boating public</p>	<p>Objectives:</p> <ul style="list-style-type: none"> ✓ Maintain the dock facilities and plan for future capital needs to maintain services ✓ Operate the docking facilities to maximize access for the public
<p><i>Citywide Goal Addressed: A Welcoming, Safe and Diverse Community</i></p>	

2017-2018 BUDGETED POSITION AND SALARY DETAIL

<u>PRESCOTT PARK</u>		<u>POSITION</u>	<u>SALARY</u>
PMA GRADE 18	F	① ASSISTANT CITY MANAGER	6,459
PMA GRADE 17	6D/6E	② CONTROLLER/ENTERPRISE ACCOUNTANT	11,694
NON GRADE 11	G	③ PAYROLL COORDINATOR	12,235
CONTRACT		③ GROUNDS SUPERINTENDANT	65,864
		③ EDUCATION STIPENDS	346
<u>TOTAL FULL TIME</u>			<u>96,598</u>
PRESCOTT PARK SEASONAL			30,000
<u>TOTAL PART TIME</u>			<u>30,000</u>
<u>TOTAL DEPARTMENT</u>			<u>126,598</u>
		① 7.5% PLANNING, 5% CDBG, 20% PW, 20% PARKING, 20% WATER, 20% SEWER, 7.5% TRUSTEES OF TRUST FUNDS	
		② 80% FINANCE, 15% TRUSTEES OF TRUST FUNDS, 5% CDBG	
		③ 80% FINANCE, 20% TRUSTEES OF TRUST FUNDS	

**PRESCOTT PARK SPECIAL REVENUE FUND
EXPENDITURE DETAIL
FY 18**

	PRESCOTT	MARINE MNT TRUST	BISHOP TRUST	CITY OF PORTSMOUTH GENERAL FUND	TOTAL
A. Revenues					
351156 Donations	-	-	-	1,000	1,000
350310 Weddings	-	-	-	7,050	7,050
329003 License Agreements	-	-	-	21,250	21,250
391101 Transfer of Funds - General Fund	-	-	-	30,479	30,479
391646 Transfer of Funds - Josie Prescott Trust	182,000	-	-	-	182,000
391244 Transfer of Funds - Marine Maintenance Trust	-	20,773	-	-	20,773
391645 Transfer of Funds - Bishop Flower Fund	-	-	5,000	-	5,000
Total Revenues	182,000	20,773	5,000	59,779	267,552
Expenditures					
B. Administrative					
011001 Regular Salaries	12,769	6,322	-	11,643	30,734
015001 Longevity	295	182	-	-	477
022001 Social Security	810	403	-	722	1,935
022501 Medicare	189	94	-	169	453
023001 Retirement	1,487	740	-	1,325	3,552
034103 Telephone	1,800	500	-	-	2,300
039001 Professional Services	1,000	-	-	-	1,000
062001 Office Supplies	1,000	700	-	-	1,700
Total Administrative	19,351	8,941	-	13,859	42,151
C. Park Buildings & Grounds Operations					
011001 Regular Salaries	65,864	-	-	-	65,864
012001 Part-time salaries	25,000	5,000	-	-	30,000
021001 Insurance - Health	-	-	-	20,699	20,699
021101 Insurance - Dental	-	-	-	764	764
022001 Social Security	5,634	310	-	-	5,944
022501 Medicare	1,318	73	-	-	1,390
023001 Retirement	-	-	-	11,410	11,410
026002 Insurance - Workers Comp	539	-	-	-	539
039001 Professional Services	1,650	900	-	-	2,550
041002 Electricity	2,600	3,150	-	10,000	15,750
041101 Natural Gas	2,200	-	-	-	2,200
041205 Water & Sewer	19,000	1,800	-	-	20,800
043001 Repairs - Structural	6,000	600	-	-	6,600
043018 Repairs - Equipment	4,845	-	-	-	4,845
048002 Property Insurance	-	-	-	3,047	3,047
061002 Miscellaneous Supplies	10,000	-	-	-	10,000
068003 Protective Clothing	-	-	-	-	-
062019 Garden Supplies	18,000	-	5,000	-	23,000
081001 Contingency / Other	-	-	-	-	-
Total Park Buildings & Grounds Operations	162,649	11,833	5,000	45,920	225,402
Total Expenditures	182,000	20,773	5,000	59,779	267,552
COMBINED EXCESS REVENUE/(EXPENSE)	0	0	0	0	0

CITY OF PORTSMOUTH ROLLING STOCK PROGRAM

FISCAL YEARS 2018-2027



PUBLIC WORKS

POLICE

FIRE

SCHOOL

PARKING, WATER, SEWER and PRESCOTT PARK

The Rolling Stock Program is intended to provide an overall schedule for the expenditure of City Funds on replacement of vehicles and equipment necessary to carry out daily city activities. All City departments with rolling stock requirements participate in the program to include Public Works, Police, Fire School and Prescott Park. Such a program serves to inform the City Council and the Community that certain expenditures for upgrading the existing equipment are to be expected in the years ahead. Even with this program's schedule, adjustments may be necessary in order to accommodate unforeseen circumstances.

City of Portsmouth

Inventory

HIGHWAY

Vehicles

(Scheduled for replacement in FY18)

Department	City ID #	Description	Make	Year of Mfg.	Mfg. Identification Number	Fiscal Year Purchased	Purchase Cost	Useful Life
Highway	H001	Focus 4 door Sedan (white)	Ford	2012	1FAHP3E21CL156406	2012	\$ 13,335.00	10
Highway	H002	Equinox SUV (black) 4 door	Chevrolet	2011	2CNFLCEC8B6243602	2012	\$ 25,345.00	10
Highway	H005	4x4 Trailblazer (White) 4 door	Chevrolet	2008	1GNDT13S782242058	2009	\$ 18,600.00	10
Highway	H006	Focus 4 door Sedan (white)	Ford	2015	1FADP3F26FL295688	2015	\$ 15,468.00	10
Highway	H008	F150 Pick-up (yellow)	Ford	2014	1FTFX1EF1EKE66511	2014	\$ 22,608.00	8
Highway	H009	F250 4X4 Pick-up (yellow)	Ford	2011	1FTBF2B67BEC71051	2011	\$ 24,432.00	10
Highway	H011	F-550 4x4 (yellow)	Ford	2015	1FDUF5HT4FEA65484	2014	\$ 40,743.00	12
Highway	H015	4'x8' Flatbed Trailer (black)	Carry-On	2006	4YMUL08146V011548	2008	\$ 700.00	20
Highway	H018	F550 4x4 1-ton Flat Bed Dump(yellow)	Ford	2011	1FDUF5HT1BEC54880	2011	\$ 34,296.00	8
Highway	H019	C20 4x4 Pick-up (yellow)	Chevrolet	2010	1GC5KVBG1AZ239500	2010	\$ 27,317.00	10
Highway	H020	Silverado 4x4 Utility Body (yellow)	Chevrolet	2009	1GBJK74K69F181199	2010	\$ 44,015.00	10
Highway	H021	C2500 4x4 Pick-up (yellow)	Chevrolet	2010	1GC5KVBG0AZ239780	2010	\$ 27,317.00	10
Highway	H022	C3500 4x4 1-ton Dump (yellow)	Chevrolet	2009	1GBJK74K49F181203	2010	\$ 44,371.00	10
Highway	H023	F250 4x4 Utility Body (yellow)	Ford	2011	1FTBF2B65BEC71050	2011	\$ 24,432.00	10
Highway	H024	Silverado 4x4 Flatbed (yellow)	Chevrolet	2009	1GBJK74K69F181204	2010	\$ 44,000.00	10
Highway	H033	7600 10 wheel roll-off (yellow)	International	2003	1HTWYAXT73J071660	2003	\$ 122,910.00	12
Highway	H034	C8500 6 wheel Dump truck (yellow)	Chevrolet	2007	1GBS8C1357F404287	2007	\$ 109,189.00	12
Highway	H036	F550 4x4 1-ton Dump (yellow)	Ford	2011	1FDUF5HT7BEC54883	2011	\$ 34,200.00	12
Highway	H037	Dump 108SD	Freightliner	2015	1FVAG5CY6FHGR4449	2015	\$ 90,994.00	12

City of Portsmouth

Inventory

HIGHWAY

Vehicles

(Scheduled for replacement in FY18)

Department	City ID #	Description	Make	Year of Mfg.	Mfg. Identification Number	Fiscal Year Purchased	Purchase Cost	Useful Life
Highway	H038	F550 Flatbed Dump (yellow)	Ford	2012	1FDUF5HT4CEC99314	2013	\$ 38,867.00	12
Highway	H039	7400 Dump truck (yellow)	International	2010	1HTWDAAR6AJ266106	2010	\$ 120,427.00	12
Highway	H040	C8500 Hook Lift Body (yellow)	Chevrolet	2007	1GBP8C1327F405256	2008	\$ 63,000.00	12
Highway	H042	108SD	Freightliner	2015	1FVAG5CY2FHGR4450	2015	\$ 90,994.00	12
Highway	H043	F450 Dur-A-Lift Aerial (white)	Ford	2008	1FDXF46YX8EE59063	2010	\$ 71,500.00	15
Highway	H044	LET 2-52 Packer (yellow) (Year 1 of 2)	Crane Carrier	2003	1CYCCE4833T045923	2003	\$ 174,992.00	8
Highway	H045	7400 Packer (white)	International	2007	3HTWGAZT47N406263	2008	\$ 132,194.00	8
Highway	H046	7400 Packer (white)	International	2007	3HTWGAZT27N472665	2008	\$ 132,194.00	8
Highway	H047	LET 52 Packer (yellow)	Crane Carrier	1996	1CYCCB480TT042072	1996	\$ 112,989.00	8
Highway	H050	F550 4x4 1Ton Dump (yellow)	Ford	2011	1FDUF5HT3BEC54881	2011	\$ 34,296.00	8
Highway	H051	430065' Versalift (white)	International	2003	1HTMMAAN03H572944	2003	\$ 102,900.00	12
Highway	H052	F250	Ford	2000	1FTNW21S2YED98648	2014	\$ 1.00	10
Highway	H054	Forklift	International	1983	3336022456	2000	\$ 14,100.00	15
Highway	H055	130G Grader	Caterpillar	1985	7GB00959	1996	\$ 20,000.00	15
Highway	H056	Roller-C747B	Hypac	2001	101170515602	2001		20
Highway	H067	3-wheel mechanical Street Sweeper	Global	2013	1G9GM3HJ2DS462030	2013	\$ 172,000.00	8
Highway	H068	F550 4x4 1-ton Dump (yellow)	Ford	2011	1FDUF5HTXBEA87743	2011	\$ 50,500.00	8
Highway	H071	2650 Stump Grinder	Bandit	2014	261017	2016	\$ 44,500.00	15
Highway	H072	Sidewalk Tractor	Trackless	2015	MT6-1881	2015	\$ 134,696.00	10

City of Portsmouth

Inventory

HIGHWAY

Vehicles

(Scheduled for replacement in FY18)

Department	City ID #	Description	Make	Year of Mfg.	Mfg. Identification Number	Fiscal Year Purchased	Purchase Cost	Useful Life
Highway	H074	LET-52F Packer (yellow)	Crane Carrier	1996	1CYCCB482TT042073	1996	\$ 112,989.00	8
Highway	H076	Compressor	Atlas	2014	4500A10014ER047276	2015	\$ 15,583.00	10
Highway	H077	Placeholder (former welder)						
Highway	H082	Sidewalk Tractor	Trackless	2013	MT6-1700	2013	\$ 151,291.00	10
Highway	H084	Sidewalk Tractor	Trackless	2013	MT6-1721	2013	\$ 151,291.00	10
Highway	H085	7400 Packer	International	2012	1HTWGAZT1CJ453022	2014	\$ 153,819.00	8
Highway	H086	7400 Packer	International	2012	1HTWGAZT3CJ453023	2014	\$ 153,819.00	8
Highway	H087	Forklift (green)	Hyster	1988	A177B19060J			20
Highway	H088	Zero Turn Mower	Exmark	2006	561484	2006	\$ 6,000.00	10
Highway	H089	Zero Turn Mower	Exmark	2011	893200	2011	\$ 9,000.00	10
Highway	H090	Zero Turn Mower	Exmark	2011	882840	2011	\$ 9,000.00	10
Highway	H094	Mower (placeholder)						
Highway	H095	Tractor Mower	Kubota	2014	52471	2015	\$ 17,380.00	10
Highway	H096	Zero Turn Mower (Placeholder)						
Highway	H097	Zero Turn Mower	Exmark	2011	893199	2011	\$ 9,000.00	10
Highway	H098	Zero Turn Mower (Placeholder)						
Highway	H099	Zero Turn Mower	Exmark			1981		10
Highway	H102	590SM Backhoe	CASE	2001	JJGO286796	2001	\$ 86,000.00	10
Highway	H105	3100 4x4 1-ton Dump (yellow)	Chevrolet	2009	1GBJK74K89F181205	2010	\$ 46,512.00	8

City of Portsmouth

Inventory

HIGHWAY

Vehicles

(Scheduled for replacement in FY18)

Department	City ID #	Description	Make	Year of Mfg.	Mfg. Identification Number	Fiscal Year Purchased	Purchase Cost	Useful Life
Highway	H106	Utility Tractor	Trackless	2003	MT5T-2132	2003	\$ 69,000.00	10
Highway	H107	Utility Trailer	Carry-On	2004	4YMUL18294V008205	2005	\$ 1,500.00	15
Highway	H110	Chipper	Morbark	2016	PE4045R096545	2016	\$ 65,250.00	10
Highway	H111	Express Cargo Van (yellow)	Chevrolet	2008	1GCGG25C981228724	2009	\$ 16,373.00	8
Highway	H112	Utility Trailer	Big Tex	2016	16VAX1012G3007043	2017	\$ 1,500.00	10
Highway	H113	Utility Trailer	Carry-On	2011	4YMUL0811BV009007	2011	\$ 597.00	10
Highway	H114	C8500 Flatbed Dump (yellow)	Chevrolet	2007	1GBS8C1367F403892	2007	\$ 109,189.00	12
Highway	H115	F-250 (yellow)	Ford	2015	1FTBF2B64FEA65482	2015	\$ 24,965.00	8
Highway	H117	Galvanized Flatbed Trailer	Load Rite	2014	5A4HRAT20E2010005	2015	\$5,450.00	10
Highway	H118	Hot Top Box	HMDE	1995	15868			10
Highway	H119	Flatbed trailer (blk)	Masson Trailor	1999	1M9FL1413XD441003	1999	\$ 1,646.00	10
Health	A120	Focus 4 dr. (white)	Ford	2016	1FADP3F21GL320529	2017	\$ 15,646.00	10
Highway	H121	F-550 (yellow)	Ford	2015	1FDUF5HT2FEA65483	2015	\$ 40,751.00	8
Highway	A124	Focus Hatchback (black)	Ford	2014	1FADP3D21EL421749	2015	\$ 15,412.00	10
Recreation	H125	Starcraft Multifunction Bus (white)(Rec)	Ford	2010	1FDEE3FL3ADA35082	2011	\$ 43,712.00	8
Highway	H128	Equinox (white)	Chevrolet	2008	2CNDL13F586306544	2009	\$ 16,720.00	10
Recreation	H129	Uplander Van (Rec)	Chevrolet	2007	1GN DV23147D124964	2008	\$ 16,650.00	8
Highway	H133	F750 Dump with Grapple (whi/blk) (Year 1 of 2)	Ford	2000	3FDXF75N2YMA03691	2003	\$ 71,000.00	10
Highway	H136	F550 4x4 1-ton Dump (yellow)	Ford	2011	1FDUF5HT5BEC54882	2012	\$ 34,296.00	8

City of Portsmouth

Inventory

HIGHWAY

Vehicles

(Scheduled for replacement in FY18)

Department	City ID #	Description	Make	Year of Mfg.	Mfg. Identification Number	Fiscal Year Purchased	Purchase Cost	Useful Life
Highway	H140	Ballfield Rake	Smithco	2003		2003	\$ 7,995.00	10
Highway	H141	Mobile Message Board	Solartech	2015	4GM1M0913F1454406	2015	\$ 15,450.00	10
Highway	H142	Mobile Message Board	PCMS	2003	139UP081X3A003197	2003	\$ 14,000.00	10
Highway	H144	Trailer placeholder						
Highway	H146	Variable Message Board	American Signal Co	2009	1A9AS432992228572	2011		10
Highway	H148	1/2 Ton Pick Up (yellow)	Chevrolet	2006	1GCEC14X86Z163879	2006	\$ 12,749.00	8
Highway	H149	Utility trailer (blk)	Carry-On	2005	4YMUL10145V058319	2006	\$ 2,000.00	10
Highway	H151	4X4 1 Ton Dump (yellow)	Chevrolet	2009	1GBJK74K79E116027	2010	\$ 36,835.00	10
Highway	H154	Portable Light Set	Over-Lowe	1997	83268	2007	\$ 2,500.00	15
Highway	H155	Portable Light Set	Over-Lowe	1997	83073	2007	\$ 2,500.00	15
Highway	H157	Focus 4-Door Sedan (gray) (Fin)	Ford	2011	1FAHP3EN4BW136691	2011	\$ 13,584.00	10
Highway	H158	Focus 4-Door Sedan (gray)(Fin)	Ford	2011	1FAHP3EN6BW136692	2011	\$ 13,584.00	10
Highway	H159	Equinox sedan (silver)	Chevrolet	2011	2CNFLCEC6B6444544	2012	\$ 21,900.00	10
Highway	H160	All Purpose Body (Yel)	Ford	1999	1FDXE40F9XHA70647	2013	n/a	10
Highway	H161	F150 Pick Up (yel)	Ford	2013	1FTMF1CM9DKE78156	2013	\$ 15,835.00	10
Inspections	I162	Focus	Ford	2016	1FADP3F25GL320534	2017	\$ 15,646.00	10
Inspections	I164	Focus	Ford	2016	1FADP3F28GL320530	2017	\$ 15,646.00	10
Inspections	I165	Focus	Ford	2016	1FADP3F21FL320532	2017	\$ 15,646.00	10
Assessing	New	Focus	Ford					10

City of Portsmouth
Inventory
Vehicles

HIGHWAY

(Scheduled for replacement in FY18)

Department	City ID #	Description	Make	Year of Mfg.	Mfg. Identification Number	Fiscal Year Purchased	Purchase Cost	Useful Life
Solid Waste	New	Compactor						10
Solid Waste	New	Compactor						10
Solid Waste	New19	Compactor						
Highway	P009	Plow 8'	Diamond	2011		2001		8
Highway	P011	Plow 9'	Frink	2015		2015	\$ 21,289.00	12
Highway	P018	Plow 9'	Frink	2011		1992		8
Highway	9019	Plow 8'	Snow Dog	2010		2010		8
Highway	P020	Plow 9'		2009		2010		8
Highway	P021	Plow 8'	Snow Dog	2010		2010		8
Highway	P022	Plow 9'		2009		2010		8
Highway	P023	Plow 8'	Meyers	2011		2001		8
Highway	P024	Plow 9'		2009				
Highway	P033	Plow	Frink	2003		2003		12
Highway	P034	Plow 11'/Wing 10'	American	2006		2007		12
Highway	P036	Plow	Everest	2011		2001		12
Highway	P037	Plow 11'/Wing 11'	Everest	2015		2015	\$ 61,333.00	12
Highway	P038	Plow 9'		2012		2012	\$ 19,095.00	12
Highway	P039	Plow 10'/Wing10'	Everest	2010		2010		12
Highway	P040	Plow 11'/Wing10'	American	2007		2007		12

City of Portsmouth

Inventory

HIGHWAY

Vehicles

(Scheduled for replacement in FY18)

Department	City ID #	Description	Make	Year of Mfg.	Mfg. Identification Number	Fiscal Year Purchased	Purchase Cost	Useful Life
Highway	P042	Plow 11'/Wing11'	Everest	2015		2015	\$ 66,650.00	12
Highway	P050	Plow 9'		2011		2010		8
Highway	P068	Plow 9'	Everest	2011		2001		8
Highway	P105	Plow 9'		2009		2010		8
Highway	P114	Plow w/wing	American	2007		2007		12
Highway	P115	Plow						8
Highway	P121	Plow 9'	American	2015		2015		8
Highway	P136	Plow 8'	Diamond	2003		2003		8
Highway	P151	Plow 8'		2011				
Highway	S022	Plow 8'		2009		2010		
Highway	S033	Spreader-8'(painted))	Diamond	2000	D1166	2001		
Highway	S034	Spreader-20'(painted)	Swenson	2008	0708-3396	2008		
Highway	S037	Spreader-10'(stainless)	Warren	2000		2001		12
Highway	S039	Spreader-10'(stainless)	Warren	1998		1999	\$ 10,000.00	12
Highway	S040	Spreader-10'(stainless)	Warren	1994		1994		12
Highway	S042	Spreader-10'(stainless)	Warren	1994		1994		
Highway	S050	Spreader-10'(stainless)	Warren	1998		1999	\$ 10,000.00	12
Highway	S114	Spreader-8'(stainless)	Meyers/Diamond	2006	41777	2006		12
Highway	S151	Spreader-8'(plastic)	Meyers/Diamond	2006		2006		12

City of Portsmouth

Inventory

HIGHWAY

Vehicles

(Scheduled for replacement in FY18)

Department	City ID #	Description	Make	Year of Mfg.	Mfg. Identification Number	Fiscal Year Purchased	Purchase Cost	Useful Life
Highway	H40-B	Briner	Homemade					
Highway	H84-F	Boom Flail Mower	Trackless	2013	BFBB-095	2013	\$ 32,000.00	10

City of Portsmouth
Replacement Schedule

Vehicles

City ID #	FY 2018	FY 2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
H001					\$ 20,000.00					
H002					\$ 30,000.00					
H005		\$ 25,000.00								
H006								\$ 20,000.00		
H008					\$ 35,000.00					
H009				\$ 40,000.00						
H011									\$ 70,000.00	
H015										
H018		\$ 45,000.00								
H019				\$ 35,000.00						
H020				\$ 50,000.00						
H021				\$ 35,000.00						
H022					\$ 50,000.00					
H023					\$ 30,000.00					
H024			\$ 50,000.00							
H033	\$ 190,000.00									
H034		\$ 160,000.00								
H036						\$ 40,000.00				
H037								\$ 50,000.00	\$ 50,000.00	

City of Portsmouth
Replacement Schedule

Vehicles

City ID #	FY 2018	FY 2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
H038								\$ 50,000.00		
H039					\$ 65,000.00	\$ 65,000.00				
H040			\$ 80,000.00	\$ 80,000.00						
H042									\$ 50,000.00	\$ 50,000.00
H043							\$ 62,500.00	\$ 62,500.00		
H044	\$ 90,000.00	\$ 90,000.00						\$ 65,000.00	\$ 65,000.00	\$ 65,000.00
H045		\$ 90,000.00	\$ 90,000.00						\$ 65,000.00	\$ 65,000.00
H046				\$ 60,000.00	\$ 60,000.00	\$ 60,000.00				
H047										
H050					\$ 50,000.00					
H051									\$ 55,000.00	\$ 55,000.00
H052							\$ 20,000.00			
H054			\$ 25,000.00							
H055			\$ 50,000.00							
H056			\$ 50,000.00	\$ 50,000.00						
H067						\$ 95,000.00	\$ 95,000.00			
H068				\$ 55,000.00						
H072								\$ 75,000.00	\$ 75,000.00	
H074							\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	

City of Portsmouth
Replacement Schedule

Vehicles

City ID #	FY 2018	FY 2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
H076								\$ 25,000.00		
H077									\$ 25,000.00	
H082							\$ 155,000.00			
H084							\$ 75,000.00	\$ 75,000.00		
H085					\$ 80,000.00	\$ 80,000.00				
H086					\$ 80,000.00	\$ 80,000.00				
H087										
H088						\$ 12,000.00				
H089				\$ 12,000.00						
H090				\$ 12,000.00						
H094										
H095								\$ 20,000.00		
H096										
H097				\$ 12,000.00						
H098										
H099		\$ 15,000.00								
H102								\$ 50,000.00	\$ 50,000.00	
H105			\$ 50,000.00							
H106		\$ 50,000.00	\$ 50,000.00	\$ 50,000.00						

City of Portsmouth
Replacement Schedule

Vehicles

City ID #	FY 2018	FY 2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
H107				\$ 10,000.00						
H110									\$ 60,000.00	
H111			\$ 25,000.00							
H112									\$ 2,000.00	
H113				\$ 2,500.00						
H114					\$ 45,000.00	\$ 45,000.00	\$ 45,000.00			
H115							\$ 45,000.00			
H117								\$ 7,500.00		
H118										
H119		\$ 2,500.00								
A120										\$ 25,000.00
H121						\$ 45,000.00				
A124								\$ 20,000.00		
H125			\$ 35,000.00	\$ 35,000.00						
H128				\$ 30,000.00						
H129								\$ 35,000.00		
H133	\$ 85,000.00	\$ 85,000.00								\$ 60,000.00
H136					\$ 40,000.00					
H140										\$ 15,000.00

City of Portsmouth
Replacement Schedule

Vehicles

City ID #	FY 2018	FY 2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
H141								\$ 20,000.00		
H142										\$ 20,000.00
H144										
H146				\$ 20,000.00						
H148	\$ 25,000.00								\$ 25,000.00	
H149		\$ 2,500.00								
H151			\$ 50,000.00							
H154										
H155										
H157				\$ 20,000.00						
H158				\$ 20,000.00						
H159					\$ 30,000.00					
H160						\$ 45,000.00				
H161						\$ 20,000.00				
I162										\$ 25,000.00
I164										\$ 25,000.00
I165										\$ 25,000.00
New Assessing Focus	\$ 16,000.00									
New Compactor	\$ 50,000.00									

City of Portsmouth
Replacement Schedule

Vehicles

City ID #	FY 2018	FY 2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
New Compactor	\$ 50,000.00									
New Compactor		\$ 50,000.00								
P009				\$ 10,000.00						
P011									\$ 10,000.00	
P018		\$ 10,000.00								
P019				\$ 10,000.00						
P020				\$ 10,000.00						
P021				\$ 10,000.00						
P022					\$ 10,000.00					
P023					\$ 10,000.00					
P024			\$ 10,000.00							
P033	\$ 15,000.00									
P034		\$ 15,000.00								
P036						\$ 10,000.00				
P037									\$ 15,000.00	
P038								\$ 10,000.00		
P039						\$ 15,000.00				
P040				\$ 15,000.00						
P042										\$ 15,000.00

City of Portsmouth
Replacement Schedule

Vehicles

City ID #	FY 2018	FY 2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
P050					\$ 10,000.00					
P068				\$ 10,000.00						
P105			\$ 10,000.00							
P114							\$ 15,000.00			
P115							\$ 15,000.00			
P121						\$ 15,000.00				
P136					\$ 10,000.00					
P151			\$ 10,000.00							
S022										
S033										
S034		\$ 20,000.00								
S037									\$ 20,000.00	
S039						\$ 20,000.00				
S040			\$ 20,000.00							
S042										\$ 20,000.00
S050					\$ 20,000.00					
S114							\$ 20,000.00			
S151			\$ 20,000.00							

City of Portsmouth
 Replacement Schedule

Vehicles

City ID #	FY 2018	FY 2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
H040B										
H084F							\$ 32,000.00			
TOTALS	\$ 521,000.00	\$ 660,000.00	\$ 625,000.00	\$ 693,500.00	\$ 675,000.00	\$ 647,000.00	\$ 597,500.00	\$ 635,000.00	\$ 687,000.00	\$ 465,000.00

City of Portsmouth
Inventory
Vehicles

Police Department

(Scheduled for replacement in FY 2018)

Department	City ID #	Description		Make	Year of Mfg.	Mfg. Identification Number	Fiscal Year Purchased	Purchase Cost (Includes Equipment)	Useful Life
Police	13	Explorer	B&W - 1	Ford	2017	1FM5K8AR6HGB92714	2017	\$28,354.00	5
Police	5	Explorer	B&W - 2	Ford	2014	1FM5K8AR2EGB19741	2014	\$27,867.00	5
Police	4	Explorer	B&W - 3	Ford	2016	1FM5K8AR0GGB44611	2016	\$27,605.00	5
Police	29	Explorer	B&W - 4	Ford	2015	1FM5K8AR0FGB61150	2015	\$27,260.00	5
Police	2	Crwn Vic	B&W - 5	Ford	2011	2FABP7BV6BX159332	2011	\$23,377.00	5
Police	14	Explorer	B&W - 6	Ford	2014	1FM5K8AR4EGB19742	2014	\$27,867.00	5
Police	15	Explorer	B&W - 7	Ford	2017	1FM5K8AR8HGB92715	2017	\$28,354.00	5
Police	16	Explorer	B&W - 8	Ford	2015	1FM5K8AR4FGB61152	2015	\$27,260.00	5
Police	17	Crwn Vic	B&W - 9	Ford	2008	2FAHP71V18X131023	2008	\$23,689.00	5
Police	18	Crwn Vic	B&W - 10	Ford	2011	2FABP7BV8BX159333	2011	\$23,377.00	5
Police	21	Explorer	B&W - 11	Ford	2014	1FM5K8AR4EGB19739	2014	\$27,867.00	5
Police	26	Explorer	B&W - 12 (Spvr)	Ford	2016	1FM5K8AR4GGB44613	2016	\$27,605.00	10
Police	3	Explorer	B&W - 13	Ford	2014	1FM5K8AR2EGB19738	2014	\$27,867.00	5
Police	22	Explorer	B&W - 14	Ford	2016	1FM5K8AR2GGB44612	2016	\$27,605.00	5
Police	9	Explorer	B&W - 15	Ford	2014	1FM5K8AR0EGB19740	2014	\$27,867.00	5
Police	10	Explorer	BLK LP - 16	Ford	2015	1FM5K8AR2FGB61151	2015	\$27,260.00	5
Police	1	Traverse	UM - 1	Chevy	2012	1GNKVLED7CJ188173	2013	\$35,000.00	5
Police	7	Escape	UM - 2	Ford	2017	1FMCU9G98HUC81944	2017	\$25,277.00	5
Police	12	Escape	UM - 3	Ford	2017	1FMCU9G9XHUC81945	2017	\$25,277.00	5
Police	19	Pathfinder	UM - 4	Nissan	2011	5N1AR1NBXBC633922	2014	\$19,999.00	5
Police	25	Escape	UM - 5	Ford	2017	1FMCU9G91HUC81946	2017	\$25,277.00	10
Police	24	Explorer	UM - 6	Ford	2006	1FMEU73E56UB54629	2008	\$17,227.00	10
Police	8	Fusion	UM - 7	Ford	2009	3FAHP07Z49R114671	2010	\$13,495.00	5
Police	11	Van	UMV - 1	Chrysler	2010	2A4RR5D10AR252703	2012	\$23,377.00	5
Police	27	E-350 XLT Van	UMV - 2	Ford	2007	1FBSS31L37DA36866	2007	\$24,108.00	10

(Scheduled for replacement in FY 2018)

Department	City ID #	Description		Make	Year of Mfg.	Mfg. Identification Number	Fiscal Year Purchased	Purchase Cost (Includes Equipment)	Useful Life
Police	6	Traverse	UMA - 1	Chevy	2015	1GNKVKFD5FJ364681	2016	\$24,200.00	5
Police	30	Edge	UMA - 2	Ford	2013	2FMDK3GC2DBA25236	2015	\$21,417.00	10
Police	28	Fusion	UMA - 3	Ford	2010	3FAHP0HA8AR411925	2012	\$15,927.00	12
Police	20	Ranger	AC - 1	Ford	2009	1FTYR10E89PA54533	2009	\$14,598.00	8
Police	23	Evidence Van	EV - 1	Ford	2010	1FDWE3FLXADA64244	2010	xx	10
Police	MC-1	Motorcycle	MC - 1	Harley D.	2015	1HD1FMM13FB625937	2016	\$17,550.00	1
Police	MC-2	Motorcycle	MC - 2	Harley D.	2016	1HD1FMM19GB660726	2016	\$17,250.00	1

City of Portsmouth
 Replacement Schedule
 Vehicles

Police Department

(Scheduled for replacement in FY 2018)

City ID #	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY2023	FY2024	FY2025	FY2026
13					\$ 38,865.00				
5		\$ 33,400.00					\$ 42,630.00		
4				\$ 36,825.00					\$ 46,700.00
29			\$ 35,070.00					\$ 44,760.00	
2	\$ 51,100.00					\$ 40,560.00			
14		\$ 33,400.00					\$ 42,630.00		
15					\$ 38,865.00				
16			\$ 35,070.00					\$ 44,760.00	
17	\$ 51,100.00					\$ 40,560.00			
18			\$ 53,655.00					\$ 44,760.00	
21		\$ 33,400.00					\$ 42,630.00		
26				\$ 36,825.00					\$ 46,700.00
3		\$ 33,400.00					\$ 42,630.00		
22				\$ 36,825.00					\$ 46,700.00
9		\$ 33,400.00					\$ 42,630.00		
10			\$ 35,070.00					\$ 44,760.00	
1	\$ 39,100.00					\$ 40,560.00			
7						\$ 49,900.00			
12						\$ 49,900.00			
19			\$ 43,107.00						
25					\$ 47,525.00				

City of Portsmouth
 Replacement Schedule
 Vehicles

Police Department

(Scheduled for replacement in FY 2018)

City ID #	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY2023	FY2024	FY2025	FY2026
24	\$ 39,100.00							\$ 55,000.00	
8	\$ 39,100.00								
11					\$ 47,525.00				
27									
6				\$ 45,265.00					\$ 46,700.00
30					\$ 47,525.00				
28				\$ 45,265.00					
20									\$ 57,760.00
23									
Motorcycle 1		\$ 10,210.00		\$ 11,260.00		\$ 12,415.00		\$ 13,670.00	
Motorcycle 2			\$ 10,720.00		\$ 11,825.00		\$ 13,040.00		\$ 14,370.00
TOTALS	\$ 219,500.00	\$ 177,210.00	\$ 212,692.00	\$ 212,265.00	\$ 193,265.00	\$ 233,895.00	\$ 226,190.00	\$ 247,710.00	\$ 258,930.00

City of Portsmouth
Inventory

Fire Department

Vehicles

(Scheduled for replacemet in FY 2018)

Department	City ID	Description	Dept ID	Make	Year of Mfg.	Mfg. ID Number	FY Purchased	Cost	Useful Life
Fire	176	Ambulance	A-1	International	2014	1HTJSSKK4EH796451	2015	200,000	8
Fire	171	Ambulance	A-2	Ford	2013	1FDXE4FS5DDA34901	2013	150,000	8
Fire	166	Ambulance	A-3	Ford	2009	1FDXE45P89DA79576	2009(Replacing in FY17)	150,000	8
Fire	168	Pumper	E-1	E-One	2011	4ENRAAA89B1006665	2011	433,854	15
Fire	155	Aerial Ladder	L-2	E-One	2005	4EN3AAA8551009086	2005	577,000	20
Fire	178	Pumper	E-3	E-One	2015	4EN6AHA82F2009600	2015	455,314	15
Fire	158	Pumper	E-4	E-One	2006	4ENRAAA8X61001383	2007	375,000	15
Fire	163	Aerial Tower	T-5	Ferrara	2007	1F95081367H140470	2008	800,000	20
Fire	147	Pumper	E-6	E-One	1999	4S7CT8196XC031812	2000	242,800	15
Fire	174	SUV	C-1	Chevrolet	2014	1GNSKAE07ER199835	2014	38,000	8
Fire	169	SUV	C-2	Chevrolet	2012	1GNWKMEG2CR281033	2012	50,000	8
Fire	160	SUV	C-3	Chevrolet	2007	1GNFK13057J377473	2008	35,500	8
Fire	181	Pick Up	C-4	Chevrolet	2017	1GCHTCE32G1375214	2016	40,000	10
Fire	173	Pick Up	U-1	Chevrolet	2014	1GC1KVCG5EF167561	2014	38,000	10
Fire	175	Pick Up	U-2	Chevrolet	2015	3GCUKREC5FG147101	2015	31,000	10
Fire	153	Utility Bucket Truck	U-3	Ford	2002	1FDAF56F92EC71653	2003	68,800	10
Fire	164	Pick Up	U-4	Ford	2008	1FTYR10DX8PB13295	2009	11,663	10
Fire	157	Pick up	F-1	Ford	2003	3FTSF31SO3MB41399	2006	40,000	15
Fire	179	Rescue Boat	B-1	Zodiac	2016	XMPC635UD616	2016	20,618	15
Fire	*	Fire Boat	FB-1	*	*	*	*2017	180,000	20
Fire	124	Rescue	R-3	Chevrolet	1986	1GBM7D1G2GY104667	1990	Donated	20
Fire	135	Wire Reel Trailer	*	Home Made	1998	NHTR116051	*	*	*
Fire	146	Cargo Trailer	CP-1	Cargo	2001	4U01C18241A001805	2001	5,500	15
Fire	148	Cargo Trailer	Haz Mat	Cargo	2000	4U01C2421YA004439	n/a	Mutual Aid	15
Fire	156	Trailer	TR-1	Cargo	2005	4U01C20285A024611	2005	6,000	15
Fire	167	Trailer	Pod Trl	Cargo	2008	4U01C20298AP36027	n/a	Grant	15
Fire	*	Rescue Boat Trailer	*	EZ Load	2016	1ZEAAKHBXHA002618	2016	*	15
Fire	180	Trailer	K SFE	Load Trail	2016		2016	5,985	15

City of Portsmouth
Replacement Schedule

Fire Department

(Scheduled for replacemet in FY 2018)

City ID	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
176				\$85,000	\$85,000	\$85,000					
171	\$85,000	\$85,000	\$85,000							\$240,000	
166						\$85,000	\$90,000	\$90,000			
168									\$610,000		
155				\$800,000							
178											
158					\$600,000						
163											\$1,200,000
147		\$600,000									
174					\$45,000						
169			\$50,000								
160	\$45,000										
181										\$45,000	
173							\$45,000				
175									\$45,000		
153											
164		\$30,000									
157			\$50,000								
179											
*	\$180,000										
124											
135											
146											
148											
156			\$20,000								
167						\$20,000					
*											
180											
Totals	\$310,000	\$0	\$20,000	\$0	\$0	\$20,000	\$0	\$0	\$0	\$0	\$0

City of Portsmouth

Inventory

School Department

Vehicles

(Scheduled replacements in FY 2018)

Department	City ID #	Description	Make	Year of Mfg.	Mfg. Identification Number	Fiscal Year Purchased	Purchase Cost	Useful Life
School	2	Fleetside 3/4 ton 4x4 with plow	Chevrolet	2001	1GCHK24U91E267244	2000	28,000	10 YRS
School	3	F350 1 ton 4x4 with plow	Ford	2012	1FTRF3B66CEC99297	2013	26,101	10 YRS
School	4	F350 1 ton 4x4 with plow	Ford	2012	1FTRS3B68CEC99298	2013	26,101	10 YRS
School	5	F350 1 ton 4x4 with plow	Ford	2013	11FTBF3B62DEA93137	2013	26,101	10 YRS
School	6	Cargo Van (Food Service)	Ford	2011	1FTNE2W2BDA98928	2011	17,068	10 YRS
School	7	1420 front mount, 28hp 60"	John Deere	2002	TC1420G020134	2003	12,812	6 YRS
School	8	60" MOWER WTH BAGGING SYSTEM	EXMARK	2011	LZZ29KA606 - 882843	2011	10,820	6 YRS
School	9	60" MOWER WTH BAGGING SYSTEM	EXMARK	2011	LZZ29KA606 - 882647	2011	10,820	6 YRS
School	10	WHAM 1600 Turbo Series II 12"	John Deere	2009	TC11600T070261	2009	37,995	6 YRS
School	11	Utility Trailer	Sur Track	2015	5JW1U1426G1137095	2016	2,700	Will not replace
School	12	Grounds Utility Vehicle AMT 626	John Deere	2016	S1MOHPXGSKGM41671	2016	8,180	10 YRS
School	13	Utility Trailer	PS-12	1985	1P9US1214MG120049	1991	5,000	
School	14	4 Door Sedan (USED)	Ford Crn Vic	2007	2FAFP71W77X146303	2011	From Police	10 years
School	15	Pickup Fleetside 3500 with Plow (USED)	Chevrolet	2006	1GCHK34U76E149206	2010	15,000	6 YRS
School	16	Utility Tractor 3520 with attachments	John Deere	2008	LV3520H450074	2008	est \$34,000	10 YRS
School	17	Dumpbody 3500 Pickup Truck with plow	Chevrolet	2009	1GBJK74K69E112826	2010	37,596	10 YRS
School	18	30-35" Ariel Lift	JLG	2006	200153059	2014	15,500	10 YRS
School	19	30-35" Ariel Lift	SKYJACK	2006	715130	2014	9,500	10 YRS
School	20	2 Ton Dump Body Trailer- TBD	TBD	TBD	TBD	2018 projected	3,000	10 YRS

City of Portsmouth
Replacement Schedule

School Department

Vehicles

(Scheduled for replacement in FY 2018)

	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
2									\$ 44,000.00	
3					\$ 45,000.00					
4						\$ 45,000.00				
5						\$ 45,000.00				
6					\$ 22,000.00					
7			\$ 12,500.00							
8										
9	\$ 12,500.00						\$ 13,000.00			
10			\$ 52,000.00						\$ 44,000.00	
11							\$ 3,500.00			
12							\$ 9,500.00			
13										
14										\$ 30,000.00
15										\$ 40,000.00
16		\$ 60,000.00								
17				\$ 49,000.00						
18								\$ 22,000.00		
19								\$ 15,000.00		
20	\$ 3,000.00									
TOTALS	\$ 15,500.00	\$ 60,000.00	\$ 64,500.00	\$ 49,000.00	\$ 67,000.00	\$ 90,000.00	\$ 26,000.00	\$ 37,000.00	\$ 88,000.00	\$ 70,000.00

City of Portsmouth

Inventory

Vehicles

PARKING

(Scheduled for replacement in FY18)

Department	City ID #	Description	Make	Year of Mfg.	Mfg. Identification Number	Fiscal Year Purchased	Purchase Cost	Useful Life
Parking	P003	Focus 4 door Sedan (white)	Ford	2015	1FADP3F21FL342836	2015	\$ 15,468.00	8
Parking	P016	Tomcat Small Packer (white) (Year 1 of 2)	Sterling	2007	JLSCCD1S97K020959	2009	\$ 72,500.00	6
Parking	P057	600BAH Street Sweeper (Year 1 of 3)	TYMCO	2007	1GBM7F13X7F404539	2008	\$ 175,770.00	8
Parking	P058	624K-II Loader	John Deere	2016	1DW624KZEGF677758	2017	\$ 188,750.00	10
Parking	P064	242B2 Skid Steer Loader	Caterpillar	2008	CAT0242BTBXM04407	2008	\$ 36,700.00	10
Parking	P069	Focus 4 door Sedan (white)	Ford	2015	1FADP3F24FL295687	2015	\$ 15,468.00	8
Parking	H070	Utility/Sidewalk tractor (Year 1 of 2)	Trackless	2003	MT5T-2124	2003	\$ 74,500.00	10
Parking	P071	Sidewalk Tractor (Year 2 of 3)	Trackless	1996	MT5T-804	1999	\$ 29,500.00	10
Parking	P073	Utility Tractor	Trackless	2003	MT5T-2125	2003	\$ 72,000.00	10
Parking	H092	3400Y Sidewalk Tractor/Mower	Ventrac	2016	AK01942	2017	\$ 28,294.00	10
Parking	H093	3400Y Sidewalk Tractor/Mower	Ventrac	2016	AK01941	2017	\$ 28,294.00	10
Parking	P101	Wheel Loader	VOLVO	2007	P3707V61453	2007	\$ 117,556.00	10
Parking	P131	4x4 Utility Body (yel)	Ford	2016	1FDBF2B65GEA53810	2016	\$ 30,525.00	8
Parking	P132	Pickup (yel)	Chevrolet	2003	1GCEC14XX3Z211586	2003	\$ 15,963.00	8
Parking	P137	Snowloader WK-800	Snogo	2007	3939	2007	\$ 42,000.00	10
Parking	P138	Snowloader WK-800	Snogo	2016	3783727	2016	\$ 121,500.00	10
Parking	P139	4-Wheel Utility KAF620C	Kawasaki	1996	JK1AFGC12RB501699	2003	\$ 3,587.00	8
Parking	P145	F 150 (yel)	Ford	2013	1FTEX1CM9DKE78157	2013	\$ 17,903.00	8
Parking	P147	Trailer-Advance TR5500-Pwr. Washer	Life	2011	105500000311004	2011	\$ 75,000.00	10
Highway	H161	F150 Pick Up (yel)	Ford	2013	1FTMF1CM9DKE78156	2013	\$ 15,835.00	10
Parking	NEW	Alternative Fuel Vehicle-Boot						
Parking	NEW	Snow Melter						
Parking	NEW	Vehicle TBD						
Parking	NEW	Vehicle TBD						

City of Portsmouth
Replacement Schedule

PARKING

Vehicles

(Scheduled for replacement in FY18)

City ID #	FY 2018	FY 2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
P003						\$ 20,000.00				
P016	\$ 50,000.00	\$ 100,000.00				\$ 60,000.00	\$ 60,000.00			
P057	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00			\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	
P058							\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	
P064				\$ 100,000.00						
P069						\$ 20,000.00				
P070	\$ 75,000.00	\$ 75,000.00							\$ 50,000.00	\$ 50,000.00
P071	\$ 50,000.00	\$ 50,000.00						\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
P073			\$ 150,000.00							\$ 50,000.00
P092										\$ 30,000.00
P093										\$ 30,000.00
P101					\$ 200,000.00					
P131							\$ 32,000.00			
P132	\$ 45,000.00								\$ 45,000.00	
P137			\$ 60,000.00	\$ 60,000.00						
P138									\$ 40,000.00	\$ 40,000.00
P139								\$ 12,000.00		

City of Portsmouth
 Replacement Schedule

PARKING

Vehicles

(Scheduled for replacement in FY18)

City ID #	FY 2018	FY 2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
P145				\$ 20,000.00						
P147				\$ 75,000.00						
P161						\$ 20,000.00				
PNEW								\$ 30,000.00		
PNEW			\$ 100,000.00	\$ 100,000.00						
NEW PEO	\$ 20,000.00									
NEW PEO	\$ 20,000.00									
TOTALS	\$ 310,000.00	\$ 275,000.00	\$ 360,000.00	\$ 355,000.00	\$ 200,000.00	\$ 170,000.00	\$ 192,000.00	\$ 192,000.00	\$ 285,000.00	\$ 250,000.00

City of Portsmouth

Inventory

Vehicles

(Scheduled replacement in FY18)

Water Division

City ID #	Description	Make	Year of Mfg.	Mfg. Identification Number	Fiscal Year Purchased	Purchase Cost	Useful Life
W004	Transit Van (yellow)	Ford	2010	NM0LS7CN4AT036150	2011	\$ 19,599.00	10
W007	AWD Astro Van (yellow)	Chevrolet	2001	1GNEL19W71B150503	2001	\$ 29,500.00	8
W010	F-550 (yellow)	Ford	2016	1FDX0X5HT7GEA74838	2016	\$ 73,323.00	10
W025	F-250 4x4 (w/plow) (white)	Ford	2010	1FTBF2B69BEB05825	2011	\$ 24,551.00	10
W026	F-150 pick-up	Ford	2008	1FTRX14W88KD62763	2008	\$ 19,172.00	8
W027	F-550 (yellow)	Ford	2015	1FDUF5HT9FEA42315	2015	\$ 40,443.00	10
W028	F-250 4x4 Supercab (w/ plow)	Ford	2010	1FT7X2B67BEB05826	2011	\$ 26,990.00	8
W029	F-150 3/4 ton Flat bed Pick-up	Ford	2008	1FTVF12518KD62762	2008	\$ 21,771.00	6
W030	F-550 4x4 Utility Body pick-up	Ford	2016	1FD0X5HT5GEC57753	2017	\$ 73,476.00	8
W031	F-550 4x4 Utility Body pick-up	Ford	2016	1FD0X5HT7GEC57754	2017	\$ 73,476.00	8
W032	Uplander Van (yellow)	Chevrolet	2008	1GNDU23128D205157	2009	\$ 17,557.25	8
W035	7400 SBA	International	2009	1HTWCAZR39J142295	2011	\$ 107,000.00	10
W053	T-650 BD Asphalt paver	GEHL	1993	LJ063497	1994	\$ 28,459.00	20
W060	Loader/Backhoe	Caterpillar	2010	CAT0430EEMXB00174	2011	\$ 94,250.00	10
W061	Excavator 318	Caterpillar	2012	CATM318DJD8W00385	2013	\$ 208,709.18	10
W062	Utility Trailer (blk)	PJ Trailers	2010	3CVU81221882125365	2010	\$ 2,500.00	12
W063	TRACK LOADER-SVL90-2	KUBOTA	2015	14195	2015	\$ 57,700.00	8
W63T	Trailer 622E	PJ Trailers	2013	4P5CC222XD3003769	2013	\$ 5,000.00	12
W079	Flatbed Trailer (blk)	Eager Beaver	1988	1120HA206JT200749	1989	\$ 11,297.00	20
W080	Diesel Compressor	ATLAS	2014	4500A1018ER047278	2015	\$ 15,583.00	10
W083	20' Asphalt Saw	Edco	2013	130710029	2014	\$ 4,800.00	12
W100	Mini Track Excavator U-55-4	KUBOTA	2015	25656	2016	\$ 82,364.00	12
W100T	T-16DT TRAILER	TOWMASTER	2015	4KNNT1627FL161190	2016	\$ 10,700.00	10
W103	Silverado 1500 Pick-up 1/2 ton	Chevrolet	2008	1GCEC14X38Z128802	2008	\$ 16,288.00	9

City of Portsmouth

Inventory

Water Division

Vehicles

(Scheduled replacement in FY18)

City ID #	Description	Make	Year of Mfg.	Mfg. Identification Number	Fiscal Year Purchased	Purchase Cost	Useful Life
W104	F550 Dump	Ford	2016	1FD0X5HT3GEC57752	2017	\$ 74,993.00	8
W108	M-2112 Dump truck (10 wheel) Year 1 of 2	Freightliner	2008	1FVHC7CV98HZ85796	2008	\$ 140,817.00	10
W109	F-150 pickup 1/2 ton (yellow)	Ford	2013	1FTEX1CM1DKE57951	2013	\$ 18,127.00	8
W126	Escape (SUV) (black)	Ford	2008	1FMCU931X8KC24057	2008	\$ 18,985.00	9
W127	Escape (SUV) (black)	Ford	2010	1FMCU9C79AKC41802	2010	\$ 17,022.00	8
W143	Message Board	American Signal	2010	1A9AS43229228509	2010	\$ 17,000.00	10
W150	Utility Trailer	Homesteader	2016	5HABE1010GN042792	2016	\$ 2,995.00	10
W156	Trailer	PJ Trailers	2008	3CVU8121882125365	2008	\$ 2,000.00	12
NEW	Message Board						
NEW	FOCUS						
P010	Plow 9'	Frink	2016		2016	See truck	10
P025	Plow 9'	Fisher	2011		2011	\$ 6,000.00	10
P027	Plow	Fisher	1992		1992	See truck	8
P028	Plow	Fisher	2010		2011	\$ 6,000.00	8
P030	Plow 9'	Frink	2016		2017	See truck	8
P031	Plow 9'	Frink	2016		2017	See truck	8
P035	Plow w/ Wing	Frink	1992		2004	\$ 5,000.00	10
P104	Plow 9'	Frink	2016		2017	See truck	8
P108	Plow 11'	Frink	1990		2002	\$ 6,000.00	10

WATER SYSTEM Misc equipment valued over \$10,000 each - to include but not limited to: Electrical Controls, Pumps, Motors, Monitoring Equipment, and Valves

City of Portsmouth
Replacement Schedule

Water Division

Vehicles

(Scheduled replacement in FY18)

City ID # *	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY2025	FY2026	FY2027
W004			\$ 20,000.00							
W007							\$ 45,000.00			
W010								\$ 40,000.00	\$ 40,000.00	
W025			\$ 25,000.00							
W026								\$ 45,000.00		
W027							\$ 40,000.00	\$ 40,000.00		
W028		\$ 33,000.00								\$ 35,000.00
W029								\$ 32,000.00		
W030						\$ 40,000.00	\$ 40,000.00			
W031						\$ 40,000.00	\$ 40,000.00			
W032	\$ 30,000.00								\$ 32,000.00	
W035			\$ 60,000.00	\$ 60,000.00						
W053					\$ 40,000.00					
W060		\$ 50,000.00	\$ 50,000.00	\$ 50,000.00						
W061				\$ 70,000.00	\$ 70,000.00	\$ 70,000.00				
W062			\$ 2,500.00							
W063					\$ 65,000.00					
W063T								\$ 7,000.00		
W079	\$ 22,000.00									
W080								\$ 20,000.00		
W083									\$ 6,000.00	
W100									\$ 50,000.00	\$ 50,000.00
W100T										\$ 15,000.00

City of Portsmouth
Replacement Schedule

Water Division

Vehicles

(Scheduled replacement in FY18)

City ID # *	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY2025	FY2026	FY2027
W103								\$ 30,000.00		
W104						\$ 40,000.00	\$ 40,000.00			
W108	\$ 48,000.00	\$ 48,000.00								
W109				\$ 22,000.00						
W126	\$ 25,000.00								\$ 28,000.00	
W127		\$ 25,000.00								\$ 28,000.00
W143			\$ 20,000.00							
W150								\$ 5,000.00		
W156			\$ 2,500.00							
New MSG	\$ 20,000.00									
P010										
P025			\$ 6,000.00							
P027										
P028										
P030							\$ 9,000.00			
P031							\$ 9,000.00			
P035			\$ 20,000.00	\$ 20,000.00						
P104					\$ 6,000.00			\$ 7,000.00		
P108									\$ 7,000.00	
MISC	\$ 65,000.00	\$ 65,000.00	\$ 65,000.00	\$ 65,000.00	\$ 65,000.00	\$ 65,000.00	\$ 65,000.00	\$ 65,000.00	\$ 65,000.00	\$ 65,000.00
TOTALS	\$ 210,000.00	\$ 221,000.00	\$ 271,000.00	\$ 287,000.00	\$ 246,000.00	\$ 255,000.00	\$ 288,000.00	\$ 291,000.00	\$ 228,000.00	\$ 193,000.00

Sewer Division

(Scheduled for replacement in FY18)

City ID #	Description	Make	Year of Mfg.	Mfg. Identification Number	Fiscal Year Purchased	Purchase Cost	Useful Life
S007	AWD Astro Van (yellow)	Chevrolet	2001	1GNEL19W71B150503	2001	\$ 29,500.00	8
S012	F-15 4x4 1/2 ton Pick-up (yellow)	Ford	2013	1FTEX1EM3DKE46589	2013	\$ 21,387.00	10
S013	Escape (SUV) white	Ford	2010	1FMCU9C7OAKC41801	2010	\$ 17,022.00	10
S014	K-3500 4x4 1 ton pick-up dump body	Chevrolet	2007	1GBJK34G17E162194	2008	\$ 37,100.00	8
S017	Focus	Ford	2014	1FADP3F29EL421718	2015	\$ 14,545.00	10
S041	K-3500 4x4 1T PU Utility body (Year 2 of 2)	Chevrolet	2007	1GBJK34G27E160471	2008	\$ 47,856.53	8
S048	114 SD 10 Wheel Dump (Yel)	Freightliner	2016	1FVHG3DV7GHHM1870	2016	\$ 179,199.00	10
S049	F-350 4x4 1 ton pick-up Utility Body	Ford	2008	1FDWF36528EE09978	2008	\$ 27,921.00	8
S059	4WD Backhoe/Loader	Caterpillar	2010	CAT0430ECMXB00216	2011	\$ 94,250.00	10
S062	SKIDSTEER	Caterpillar	2005	ZSA01647	2005	\$ 49,179.00	8
S065	Vactor (white) (Year 1 of 2)	International	1997	1HTGMAAR2VH473609	1997	\$ 158,669.00	10
S066	Vactor 2112-JD (white)	International	2007	1HTWGAZTX7J564805	2008	\$ 244,795.00	10
S075	Compressor	Ingersol Rand		192255U91328	1991	\$ 8,545.00	10
S078	LT-9500 10 wheel Roll-off	Sterling	2007	2FZHACZCV77AZ53401	2009	\$ 121,862.00	10
S081	Diesel Compressor	Chicago Pneumatic	1996	225888	1996	\$ 25,000.00	18
S116	Message Board	Solar Tek	2011	4GM2M131XA1460232	2011	\$ 17,000.00	10
S116A	Trailer	Carry-On	2014	4YMCL1429EV024360	2014	\$ 4,400.00	10
S120	Message Board	American Signal	2010	1A9AS43299228571	2011	\$ 17,000.00	10
S122	10 wheel Roll-off	Volvo	1997	4VHSCKDF1VR517467	1998	\$ 88,000.00	10
S123	F-150 4x4	Ford	2010	1FTVX1EV2AKE09201	2010	\$ 26,252.00	10
S127	Escape (SUV)	Ford	2010	1FMCU9C79AKC41801	2010	\$ 17,022.00	10

Sewer Division

(Scheduled for replacement in FY18)

City ID #	Description	Make	Year of Mfg.	Mfg. Identification Number	Fiscal Year Purchased	Purchase Cost	Useful Life
S130	Tank Truck (Gold)	GMC	1994	4V1JDBJF3RR827606	2003	\$ 510,000.00	10
S134	F-150 4X4 (white)	Ford	2012	1FTEX1EM6CFC28430	2013	\$ 26,894.00	8
S135	F-550 CAMERA TRUCK	FORD	2012	1FDUF5GT9CEC70358	2013	\$ 101,800.00	10
S142	Message Board	American Signal	2010	1A9AS432992228510	2010	\$ 17,000.00	10
New 17	F250 Extended Cab w/Plow	Ford					10
New 18	Escape (SUV)	Ford					10
P012	Plow	Diamond	1999		2003	\$ 7,000.00	8
P014	Plow	Fischer	2008		2008	\$ 4,500.00	8
P041	Plow	Fischer	2008		2008	\$ 26,000.00	8
P048	Plow	Frink	2003		0		15
P123	Plow 9'	Frink	1998		2010	\$ 8,000.00	10
S100-M	8" PUMP	GODWIN	2001		2001	\$ 50,000.00	20
S100-N	8" PUMP	GODWIN	2001		2001	\$ 50,000.00	20
SEWER SYSTEM	Misc equipment valued over \$10,000 and each to include but not limited to: Electrical Controls, Pumps, Motors, Monitoring Equipment, and Valves.						

City of Portsmouth
Replacement Schedule

Vehicles

City ID # *	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
S012						\$ 25,000				
S013			\$ 25,000							
S014								\$ 50,000		\$ 60,000
S017							\$ 25,000			
S041	\$ 35,000							\$ 50,000		\$ 60,000
S048						\$ 66,500	\$ 66,500	\$ 66,500	\$ 66,500	
S049									\$ 55,000	
S059			\$ 75,000	\$ 75,000						
S062						\$ 50,000				
S065	\$ 187,500	\$ 187,500								
S066										
S075				\$ 20,000						
S078									\$ 65,000	\$ 65,000
S081		\$ 20,000								
S116				\$ 20,000						
S120			\$ 20,000							
S122						\$ 75,000	\$ 75,000			
S123			\$ 35,000						\$ 30,000	
S127			\$ 25,000							
S130									\$ 80,000	\$ 80,000
S134				\$ 32,000						
S135					\$ 170,000					
S142			\$ 20,000							
NEW 17										
NEW 18	\$ 25,000									
P012						\$ 7,000				
P014										

City of Portsmouth
Replacement Schedule

Vehicles

City ID # *	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
P041	included above									
P048										\$ 40,000
P123			included above							
S100M				\$ 60,000						
S100N				\$ 60,000						
MISC	\$ 225,000	\$ 225,000	\$ 225,000	\$ 225,000	\$ 225,000	\$ 225,000	\$ 225,000	\$ 225,000	\$ 225,000	\$ 225,000
TOTALS	\$ 472,500.00	\$ 432,500.00	\$ 425,000.00	\$ 492,000.00	\$ 395,000.00	\$ 448,500.00	\$ 391,500.00	\$ 391,500.00	\$ 521,500.00	\$ 530,000.00

City of Portsmouth

Inventory

Prescott Park

Vehicles

(Scheduled replacements in FY 2018)

Department	City ID #	Description	Make	Year of Mfg.	Mfg. Identification Number	Fiscal Year Purchased	Purchase Cost	Useful Life
Prescott Park	1	Pick-Up Truck	Ford Ranger	2011	Ford#1FTKR1AD6BPA51776 Plate #G13364	2011	10,984	15
Prescott Park	2	Riding Mower	Ex Mark	2008	Model #LHP23KC523 Serial #737298	2008	4,700	10
Prescott Park	3	Riding Mower	Ex Mark	2013	Model # LZE691KA524 Serial #312622819	2013	7,100	10
Prescott Park	4	Stake Truck	Ford	2008	Ford #1FDWF36588ED56574 Plate #G00108	2008	24,661	15

City of Portsmouth
Replacement Schedule

Vehicles

(Scheduled replacements in FY 2018)

City ID #	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
1										
2		\$ 7,500.00								
3							\$ 10,000.00			
4						\$ 27,500.00				
TOTALS	\$ -	\$ 7,500.00	\$ -	\$ -	\$ -	\$ 27,500.00	\$ 10,000.00	\$ -	\$ -	\$ -

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CITY OF PORTSMOUTH, NH CAPITAL IMPROVEMENT PLAN



FY 2018 – FY2023

Planning Board Adopted: January 19, 2017

Conveyed to City Council: January 20, 2017

City Council Public Hearing: February 21, 2017

City Council Adopted: March 6, 2017

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SECTION I: INTRODUCTION

The Capital Improvement Plan (CIP) sets forth a multi-year schedule and financing strategies for accomplishing necessary public improvements. Careful development of and adherence to the CIP ensures that needed facilities are provided within the City's financial capability. In combination with the annual City budget, the CIP has a major impact on the allocation of fiscal resources, and is thus one of the most important documents considered by the City Council.

The purposes of the CIP are to:

1. Implement needed improvements on a scheduled basis
 - Provides a complete picture of the City's major development needs
 - Coordinates activities of various City departments and agencies
 - Assists in implementing recommendations of the City's Master Plan
2. Guide the allocation of fiscal resources
 - Establishes fiscal priorities for projects
 - Balances the use of funding sources
3. Help plan for future City expenditures
 - Discourages piecemeal improvements and duplication of expenditures
4. Ensure that needed facilities are provided within the City's financial capability:
 - Informs the taxpayers of anticipated future improvements
 - Helps to schedule major projects to reduce fluctuations in the tax rate

As used in the CIP, a capital improvement project is defined as a major fiscal expenditure that is made infrequently or is non-recurring, and that falls into one or more of the following categories:

1. Land acquisition;
2. Construction or expansion of a new public facility or public infrastructure;
3. Non-recurring rehabilitation of a public facility or public infrastructure provided the cost is \$50,000 or more;
4. Design work or planning study related to a capital project or implementation of the Master Plan;
5. Any item or piece of equipment, non-vehicular in nature, that costs more than \$50,000 and has a life expectancy of 5 or more years; or
6. Replacement and purchase of vehicles which have a life expectancy of more than 5 years or cost more than \$50,000.

The capital planning process is coordinated by the Finance and Planning Departments under the direction of the City Manager. Capital project requests are initially formulated by City department heads and submitted to the Finance Department. Members of the public may also submit project requests, which are reviewed by City departments and incorporated into the departmental requests as appropriate.

Each project request includes the following information:

1. Project type (one of the 6 categories listed above)
2. Project location and ward(s)
3. Proposed time frame:
 - (A) Implement within 3 years
 - (B) Implement within 4 to 6 years
 - (C) Implement after 6 years
 - (O) Ongoing allocations of funding are required for this project
4. Project justification (does the project meet one or more of the following criteria):
 - Identified in planning document or study
 - Addresses public health or safety need
 - Alleviates substandard conditions or deficiencies
 - Responds to federal or state requirement
 - Improves quality of existing services
 - Provides added capacity to existing services
 - Reduces long-term operating costs
 - Provides incentive to economic development
 - Eligible for matching funds with limited availability
5. Cost estimate and proposed funding sources
6. Impact on operating budget

After City department heads submit their capital project requests, a Subcommittee of the Planning Board meets with department representatives to review these requests. The Subcommittee then evaluates and prioritizes each request and makes recommendations to the Planning Board.

The following factors are considered when prioritizing projects:

1. Project requirements – Is the project required to meet legal, compliance, or regulatory requirements?
2. Timing – How soon does the project need to be implemented to address the needs identified?
3. Strategic alignment – To what extent is the project aligned with other city projects, policies, processes?
4. Public value – How much value does the outcome of this project provide to the general public? How much public support is there for implementing this project?
5. Finance planning – Is the project fundable in the time frame identified, are there available funding sources for this project?

The Finance Department incorporates the Subcommittee’s recommendations into a recommended Capital Improvement Plan which is reviewed and adopted by vote of the Planning Board in accordance with State statute. Finally, the Planning Board’s adopted CIP is conveyed to the City Council for public hearing and adoption in accordance with City Charter requirements.

SECTION II: METHOD OF FINANCING

Capital improvement projects are funded from a variety of sources. These include: General Fund (GF); Federal/State Grants; Bond or Lease; Revenues (Parking, Water and Sewer); State Revolving Loan Fund (SRF) and Public Private Partnerships (PPP).

General Fund – The most commonly used method of financing capital projects is through the use of the General Fund. The General Fund includes the money raised by the local property tax for a given year. When a project is funded with General Fund revenues, its entire cost is paid off within the year. The intent is to budget annually a certain amount from the General Fund (approximately 2% of previous FY General Fund total Budget) to address City priorities. If the City has the financial capacity to pay for a project in a given year, the cost to the taxpayer will generally be less than if bonded because there are no interest payments to be made. However, it does have the effect of lumping expenditures into one year, thereby giving a peak tax loading.

Grants – One source of grants is from other levels of government, for example, the Environmental Protection Agency, the NH Department of Health and Human Services, U.S. Housing and Urban Development, NH Department of Environmental Services, and the NH Department of Transportation. Generally, these Federal and State sources provide an outright grant or matching funds to go with locally raised funds. The City also pursues non-governmental private grants when applicable.

General Obligation Bonds – Bonds are used to finance major municipal capital projects. These are issued for a period of time generally extending from ten to twenty years during which time principal and interest payments are made. They are secured by the raising of property taxes. The time payment has the advantage of allowing the costs to be amortized over the life of the project and of allowing taxpayers to pay a smaller amount of the project’s cost at a time. However, they do commit the City’s resources over a long

period of time and decrease the flexibility of how yearly revenues can be utilized. The City's bonding capacity is a limited resource. All projects that are to be bonded should meet minimum eligibility criteria and must have a life span at least equal to the bond life.

Revenues – The City has established two Enterprise Funds for Water and Sewer. The needs for these two divisions are met through the revenues raised from providing that particular service. Therefore, there is no impact on the City's tax rate. Additionally, the City has established a Parking and Transportation Fund (Special Revenue Fund). Revenues derived from the City's parking functions are transferred to this fund in order to operate the City's parking and traffic related activities.

State Revolving Loan Fund – This is a program offered through the NH Department of Environmental Services for the purpose of providing low interest rate funding for approved water pollution control projects. State approval of applications does not bind the City to any of the individual projects but does lock into a low interest rate loan. Upon completion of projects, the loan becomes a serial bond payable by the City of Portsmouth Sewer or Water Fund to the State of NH. Payback is over a five to ten year period and Enterprise Revenues are utilized for that purpose. In addition, the City applies for State Aid Grant funding to assist in repaying SRF loans up to 30% of the total project cost.

Public Private Partnership – This method of financing involves joint funding of a particular project between the City and one or more private sector or non-governmental partners. This method is used for projects that will benefit the partners and help to minimize costs to local taxpayers.

Deciding on which method of financing should be selected for a given project is dependent on a number of factors. These include the cost of the project, its useful life, the eligibility of the project to receive funds from other than local taxes, long-term and short-term financial obligations of the City and a project's relative priority in terms of implementation. The Capital Improvement Plan seeks to maximize the potential benefits from all revenue sources.

Impact on Operating Budget

Description of box labeled “Impact on Operating Budget” is as follows:

1. Reduce – will generate revenue

The project will either generate some revenue to offset expenses.

2. Reduce – will reduce Operating Cost

The project will reduce operating costs

3. Negligible < \$5,001

The project will generate less than \$5,001 per year in increased operating expenditures.

4. Minimal \$5,001 to \$50,000

The project will generate between \$5,001 and \$50,000 per year in increased operating expenditures.

5. Moderate \$50,001 to \$100,000

The project will generate between \$50,001 and \$100,000 per year in increased operating expenditures.

6. High \$100,001 or more

The project will generate \$100,001 or more annually in increased operating expenditures.

Capital Improvement Plan
 FY 18-23
 Operational Impact

The following projects will have an impact on operating budgets. All other Capital Projects will have negligible impact on operating budgets.

By Project:

Page	Project:	FY 18	FY 19	FY 20	FY 21	FY 22	FY 23
II-28	BI-PD- 02 POLICE NEW FACILITY						
	Personnel	0	0	0	0	0	0
	Operating	0	0	0	90,000	90,000	90,000
	Total	0	0	0	90,000	90,000	90,000
II-29	BI-SD- 04 ELEMENTARY SCHOOLS UPGRADE						
	Personnel	0	0	0	0	0	0
	Operating	0	0	50,000	50,000	50,000	50,000
	Total	0	0	50,000	50,000	50,000	50,000
II-34	BI-CD- 09 REUSE OF PAUL A DOBLE ARMY RESERVE CENTER						
	Personnel	0	20,000	20,000	20,000	20,000	20,000
	Operating	0	30,000	30,000	30,000	30,000	30,000
	Total	0	50,000	50,000	50,000	50,000	50,000
II-35	BI-CD- 11 OUTDOOR RECREATION FIELDS-CITY OWNED LAND-CAMPUS DRIVE						
	Personnel	0	0	0	0	0	0
	Operating	0	0	0	0	50,000	50,000
	Total	0	0	0	0	50,000	50,000
II-36	BI-CD- 13 PARK AND PLAYGROUND IMPROVEMENTS						
	Personnel	0	0	0	0	0	0
	Operating	0	7,500	7,500	7,500	7,500	7,500
	Total	0	7,500	7,500	7,500	7,500	7,500
II-47	BI-PW- 31 CITYWIDE STORMDRAINAGE IMPROVEMENTS						
	Personnel	0	0	0	0	0	0
	Operating	0	0	100,000	100,000	100,000	100,000
	Total	0	0	100,000	100,000	100,000	100,000

Capital Improvement Plan
 FY 18-23
 Operational Impact

The following projects will have an impact on operating budgets. All other Capital Projects will have negligible impact on operating budgets.

By Project:

Page	Project:	FY 18	FY 19	FY 20	FY 21	FY 22	FY 23
II-63	TSM-PW- 06 NORTH MILL POND MULTI-USE PATH						
	Personnel	0	0	0	0	0	0
	Operating	0	7,500	7,500	7,500	7,500	40,000
	Total	0	7,500	7,500	7,500	7,500	40,000
II-64	TSM-CD/107 HAMPTON BRANCH RAIL TRAIL						
	Personnel	0	0	0	0	0	0
	Operating	0	0	0	7,500	7,500	7,500
	Total	0	0	0	7,500	7,500	7,500
II-97	EF-SD- 02 PEIRCE ISLAND WASTEWATER TREATMENT FACILITY						
	Personnel	0	0	0	0	0	0
	Operating	0	0	0	0	150,000	150,000
	Total	0	0	0	0	150,000	150,000
II-98	EF-SD- 03 PEASE WASTEWATER TREATMENT PLANT UPGRADES						
	Personnel	0	0	0	0	0	0
	Operating	0	0	110,000	110,000	110,000	110,000
	Total	0	0	110,000	110,000	110,000	110,000
Total CIP FY 18-23							
	Personnel	0	20,000	20,000	20,000	20,000	20,000
	Operating	0	45,000	305,000	402,500	602,500	635,000
	Total	0	65,000	325,000	422,500	622,500	655,000

FY 18 Distribution

FY '19 to FY '23 Schedule

								FY '18	FY '19	FY '20	FY '21	FY '22	FY '23	Total Cost		
								Total								
GF	Enterprise	Funds	Bond/Lease	Federal/State	Other/Revenues	PPP										
I. VEHICLE and EQUIPMENT SCHEDULE																
VEHICLES																
II-21	VE-FD-	01	AMBULANCE REPLACEMENT (Funded through Rolling Stock Line Item)				\$85,000	\$85,000	\$85,000	\$85,000	\$80,000	\$80,000	\$80,000	\$495,000		
II-22	VE-FD-	02	VEHICLE REPLACEMENT - FIRE BOAT #1		\$180,000			\$180,000						\$180,000		
	VE-FD-	03	VEHICLE REPLACEMENT - FIRE ENGINE #6					\$0	\$600,000					\$600,000		
	VE-FD-	04	VEHICLE REPLACEMENT - FIRE ENGINE REPAIR					\$0	\$60,000					\$60,000		
	VE-FD-	05	VEHICLE REPLACEMENT - FIRE LADDER #2					\$0			\$800,000			\$800,000		
EQUIPMENT																
II-23	VE-FD-	06	THERMAL IMAGING CAMERA REPLACEMENTS	\$22,000				\$22,000	\$24,000					\$46,000		
II-24	VE-FD-	07	FIRE PERSONAL PROTECTIVE EQUIPMENT REPLACEMENT	\$60,000				\$60,000	\$60,000	\$60,000				\$180,000		
II-25	VE-PD	08	POLICE GYM EQUIPMENT REPLACEMENT	\$20,000				\$20,000	\$20,000	\$20,000				\$60,000		
I. TOTAL EQUIPMENT AND VEHICLE SCHEDULE				\$102,000	\$0	\$180,000	\$0	\$85,000	\$0	\$367,000	\$849,000	\$165,000	\$880,000	\$80,000	\$80,000	\$2,421,000

II. BUILDINGS AND INFRASTRUCTURE														
Total Cost														
II-27	BI-FD-	01	POLICE NEW FACILITY-LAND ACQUISITION					\$0						\$0
II-28	BI-PD-	02	POLICE NEW FACILITY					\$0		\$11,000,000				\$11,000,000
	BI-SD-	03	SCHOOL FACILITIES CAPITAL IMPROVEMENTS					\$0	\$500,000			\$500,000		\$1,000,000
II-29	BI-SD-	04	ELEMENTARY SCHOOLS UPGRADE			\$5,000,000		\$5,000,000	\$5,000,000					\$10,000,000
II-30	BI-SD-	05	HIGH SCHOOL ATHLETIC FIELD LIGHTING			\$550,000		\$550,000						\$550,000
II-31	BI-FI-	06	HISTORIC DOCUMENT STORAGE FACILITY	\$50,000				\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$300,000
II-32	BI-FI-	07	HISTORIC DOCUMENT RESTORATION, PRESERVATION AND SCANNING	\$50,000				\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$300,000
II-33	BI-CD-	08	PRESCOTT PARK: FACILITIES CAPITAL IMPROVEMENTS	\$80,000				\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$480,000
II-34	BI-CD-	09	REUSE OF PAUL A DOBLE ARMY RESERVE CENTER				\$150,000	\$750,000	\$900,000					\$900,000
	BI-CD-	10	CONSOLIDATED INDOOR RECREATION FACILITY					\$0	\$50,000			\$2,000,000		\$2,050,000
II-35	BI-CD-	11	OUTDOOR RECREATION FIELDS-CITY OWNED LAND-CAMPUS DRIVE					\$0	\$900,000		\$3,000,000			\$3,900,000
	BI-CD-	12	EXISTING RECREATION FIELDS IMPROVEMENTS					\$0	\$75,000	\$1,000,000				\$1,075,000
II-36	BI-CD-	13	PARK AND PLAYGROUND IMPROVEMENTS	\$75,000				\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$450,000
II-37	BI-CD-	14	IMPLEMENTATION OF PEIRCE ISLAND MASTER PLAN	\$25,000				\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$150,000
II-38	BI-CD-	15	IMPLEMENTATION OF SAGAMORE CREEK PARCEL CONCEPTUAL MASTER PLAN	\$25,000				\$25,000		\$25,000		\$25,000		\$75,000
II-39	BI-CD-	16	MCINTYRE FEDERAL OFFICE BUILDING-PLANNING AND IMPLEMENTATIO	\$25,000				\$25,000						\$25,000
	BI-CD-	17	HISTORIC MARKERS REPLACEMENT PROJECT					\$0	\$10,000		\$10,000		\$10,000	\$30,000
II-40	BI-CC-	18	LAND ACQUISITION	\$25,000				\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$150,000
II-41	BI-PL-	19	OPEN SPACE PLAN	\$50,000				\$50,000						\$50,000
II-42	BI-PL-	20	LAND USE REGULATION REVISION	\$50,000				\$50,000						\$50,000

FY 18 Distribution

FY '19 to FY '23 Schedule

		Enterprise						FY '18 Total	FY '19	FY '20	FY '21	FY '22	FY '23	
GF	Funds	Bond/Lease	Federal/State	Other/Revenues	PPP									
BI-PW-	21	EMERGENCY RESPONSE SHELTER					\$0	\$200,000						\$200,000
II-43	BI-PW-	22	CITYWIDE TREE REPLACEMENT PROGRAM	\$20,000				\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$120,000
	BI-PW-	23	RECYCLING & SOLID WASTE TOTES					\$0	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$500,000
	BI-PW-	24	RECYCLING & SOLID WASTE TRANSFER STATION					\$0	\$150,000	\$2,750,000				\$2,900,000
	BI-PW-	25	OUTDOOR POOL UPGRADE					\$0	\$100,000	\$500,000				\$600,000
	BI-PW-	26	BLEACHERS/GRANDSTANDS					\$0					\$1,000,000	\$1,000,000
II-44	BI-PW-	27	CITY FIELDS LIGHTING		\$600,000			\$600,000						\$600,000
II-45	BI-PW/FED-	28	SOUND BARRIERS IN RESIDENTIAL AREA ALONG I-95	\$50,000			\$600,000	\$650,000						\$650,000
II-46	BI-PW-	29	HISTORIC CEMETERY IMPROVEMENTS	\$40,000			\$10,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$300,000
	BI-PW-	30	CITYWIDE RETAINING WALLS REPAIRS and IMPROVEMENTS					\$0	\$50,000		\$50,000		\$50,000	\$150,000
II-47	BI-PW-	31	CITYWIDE STORMDRAINAGE IMPROVEMENTS	\$200,000				\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$1,200,000
	BI-PW-	32	CITY WIDE FACILITIES CAPITAL IMPROVEMENTS					\$0		\$1,000,000			\$1,000,000	\$2,000,000
II-48	BI-PW-	33	HANOVER PARKING FACILITY-CAPITAL IMPROVEMENTS				\$50,000	\$50,000	\$5,000,000	\$50,000	\$50,000	\$50,000	\$50,000	\$5,250,000

II. TOTAL BUILDINGS AND INFRASTRUCTURE

\$765,000	\$0	\$6,150,000	\$760,000	\$800,000	\$0	\$8,475,000	\$12,710,000	\$17,000,000	\$3,785,000	\$3,250,000	\$2,785,000	\$48,005,000
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III. INFORMATION SYSTEMS MANAGEMENT

Total Cost

II-50	IS-IT-	01	INFORMATION TECHNOLOGY UPGRADES AND REPLACEMENTS (Funded through General Fund-Other General Non-Operating)				\$676,158	\$676,158	\$638,058	\$675,958	\$675,258	\$719,758	\$581,558	\$3,966,748
II-51	IS-FD-	02	INCIDENT REPORTING AND DATA MANAGEMENT SYSTEM (Funded through General Fund-Other General Non-Operating)				\$39,000	\$39,000						\$39,000
	IS-PD-	03	PUBLIC SAFETY RECORDS MGT/COMPUTER AIDED DISPATCH					\$0				\$500,000		\$500,000

III. TOTAL INFORMATION SYSTEMS MANAGEMENT

\$0	\$0	\$0	\$0	\$715,158	\$0	\$715,158	\$638,058	\$675,958	\$675,258	\$1,219,758	\$581,558	\$4,505,748
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IV. TRANSPORTATION MANAGEMENT

Total Cost

PARKING

II-58	TSM-PW-	01	FREE PUBLIC PARKING/SHARED LOT AGREEMENTS				\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$360,000
II-59	TSM-PW-	02	PARKING LOT PAVING				\$150,000	\$150,000	\$300,000	\$100,000	\$100,000	\$100,000	\$100,000	\$850,000
II-60	TSM-PW-	03	PARKING METERS				\$45,000	\$45,000	\$45,000	\$45,000	\$45,000	\$45,000	\$45,000	\$270,000

FY 18 Distribution

FY '19 to FY '23 Schedule

		GF	Enterprise Funds	Bond/Lease	Federal/State	Other/Revenues	PPP	FY '18 Total	FY '19	FY '20	FY '21	FY '22	FY '23
<u>BICYCLE/PEDESTRIAN</u>													
II-61	TSM-CD- 04							\$50,000	\$100,000				\$150,000
II-62	TSM-CD- 05			\$450,000				\$450,000					\$450,000
II-63	TSM-PW- 06			\$500,000			\$250,000	\$750,000				\$3,000,000	\$3,750,000
II-64	TSM-CD/NH- 07	\$225,000			\$72,000	\$108,000		\$405,000	\$361,000	\$340,000			\$1,106,000
II-65	TSM-PL 08	\$50,000						\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$300,000
	TSM-PW- 09							\$0	\$275,000	\$350,000			\$625,000
II-66	TSM-PW/NH- 10	\$30,000						\$30,000	\$50,000	\$50,000	\$295,000		\$2,100,000
	TSM-PW- 11							\$0	\$50,000	\$1,000,000			\$1,050,000
	TSM-PW- 12							\$0	\$175,000				\$175,000
	TSM-PW- 13							\$0	\$25,500	\$25,000	\$110,000	\$110,000	\$270,500
II-67	TSM-PW - 14	\$20,000						\$20,000	\$78,000	\$150,000	\$980,000		\$1,228,000
	TSM-PW - 15							\$0	\$90,000			\$1,500,000	\$1,590,000
	TSM-PW - 16							\$0			\$375,000		\$375,000
II-68	TSM-PW- 17			\$800,000				\$800,000		\$800,000		\$800,000	\$2,400,000
<u>INTERSECTION/SIGNALS</u>													
II-70	TSM-PW- 18	\$100,000						\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$600,000
II-71	TSM-PW- 19	\$100,000						\$100,000		\$100,000		\$100,000	\$300,000
II-72	TSM-PW- 20	\$219,000						\$219,000					\$219,000
II-73	TSM-PW- 21			\$800,000				\$800,000					\$800,000
II-74	TSM-PW- 22						\$50,000	\$50,000	\$200,000	\$1,000,000			\$1,250,000
<u>BRIDGES</u>													
	TSM-PW/NH- 23							\$0				\$8,400,000	\$8,400,000
II-75	TSM-PW- 24	\$100,000						\$100,000	\$350,000	\$50,000	\$50,000	\$50,000	\$650,000
	TSM-PW- 25							\$0				\$3,800,000	\$3,800,000
	TSM-PW/NH- 26							\$0					\$0
<u>ROADWAY</u>													
II-76	TSM-PW- 27	\$181,000						\$181,000					\$181,000
II-77	TSM-PW- 28	\$45,000						\$45,000					\$45,000
II-78	TSM-PW- 29					\$20,000		\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$120,000
II-79	TSM-PW- 30			\$250,000				\$250,000					\$250,000
II-80	TSM-PW- 31			\$750,000				\$750,000					\$750,000
II-81	TSM-PW- 32	\$50,000						\$50,000	\$700,000				\$750,000
II-82	TSM-PW- 33			\$500,000				\$500,000					\$500,000
II-83	TSM-PW- 34			\$800,000				\$800,000					\$800,000
II-84	TSM-PW- 35			\$2,500,000				\$2,500,000					\$2,500,000
	TSM-PW/FED- 36							\$0	\$2,200,000				\$2,200,000
	TSM-PW/NH- 37							\$0	\$1,500,000				\$1,500,000
II-85	TSM-PW- 38			\$3,000,000				\$3,000,000		\$3,000,000		\$3,000,000	\$9,000,000

FY 18 Distribution

FY '19 to FY '23 Schedule

	GF	Enterprise					FY '18 Total	FY '19	FY '20	FY '21	FY '22	FY '23		
		Funds	Bond/Lease	Federal/State	Other/Revenues	PPP								
TSM-PW- 39 SOUTH STREET IMPROVEMENTS						\$0			\$100,000	\$100,000		\$200,000		
TSM-PW- 40 PEASE INTERNATIONAL TRADEPORT-ROADWAY REHABILITATIONS						\$0		\$750,000		\$750,000		\$1,500,000		
TSM-PW- 41 JUNKINS AVENUE						\$0		\$150,000	\$1,100,000			\$1,250,000		
IV. TOTAL TRANSPORTATION MANAGEMENT														
		\$1,170,000	\$0	\$10,350,000	\$72,000	\$383,000	\$300,000	\$12,275,000	\$6,729,500	\$8,140,000	\$3,385,000	\$9,085,000	\$15,425,000	\$55,039,500

V. ENTERPRISE FUNDS

Total Cost

Water														
	GF	Funds	Bond/Lease	Federal/State	Other/Revenues	PPP	FY '18 Total	FY '19	FY '20	FY '21	FY '22	FY '23		
II-88 EF-WD- 01 ANNUAL WATER LINE REPLACEMENT		\$250,000	\$2,500,000				\$2,750,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$5,250,000	
II-89 EF-WD- 02 WELL STATIONS IMPROVEMENTS		\$150,000					\$150,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$650,000	
II-90 EF-WD- 03 WATER SYSTEM PRESSURE AND STORAGE IMPROVEMENTS		\$170,000					\$170,000						\$170,000	
II-91 EF-WD- 04 RESERVOIR MANAGEMENT		\$100,000					\$100,000	\$100,000	\$500,000	\$100,000	\$100,000	\$100,000	\$1,000,000	
EF-WD- 05 MADBURY WELL 5							\$0	\$50,000	\$500,000				\$550,000	
II-92 EF-WD- 06 NEW GROUNDWATER SOURCE		\$200,000					\$200,000	\$2,700,000					\$2,900,000	
II-93 EF-WD- 07 PLEASANT STREET WATER MAINS			\$600,000				\$600,000						\$600,000	
II-94 EF-WD- 08 WATER TRANSMISSION MAIN REPLACEMENT		\$250,000					\$250,000			\$5,500,000			\$5,750,000	
Water Subtotals:														
		\$0	\$1,120,000	\$3,100,000	\$0	\$0	\$0	\$4,220,000	\$3,450,000	\$1,600,000	\$6,200,000	\$700,000	\$700,000	\$16,870,000
Sewer														
II-96 EF-SD- 01 CONSENT DECREE MITIGATION		\$100,000	\$400,000				\$500,000	\$400,000	\$2,500,000				\$3,400,000	
II-97 EF-SD- 02 PEIRCE ISLAND WASTEWATER TREATMENT FACILITY			\$3,500,000				\$3,500,000	\$2,300,000	\$1,100,000				\$6,900,000	
II-98 EF-SD- 03 PEASE WASTEWATER TREATMENT PLANT UPGRADES		\$800,000					\$800,000	\$7,200,000					\$8,000,000	
II-99 EF-SD- 04 LONG TERM CONTROL PLAN RELATED PROJECTS		\$200,000					\$200,000	\$300,000	\$3,000,000				\$3,500,000	
II-100 EF-SD- 05 ANNUAL SEWER LINE REPLACEMENT		\$250,000	\$3,000,000				\$3,250,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$5,750,000	
II-101 EF-SD- 06 PUMPING STATION UPGRADE			\$700,000				\$700,000	\$100,000	\$400,000	\$100,000	\$400,000	\$100,000	\$1,800,000	
EF-SD- 07 MECHANIC STREET PUMPING STATION UPGRADE							\$0			\$2,000,000	\$8,000,000		\$10,000,000	
II-102 EF-SD- 08 UNION STREET SEWER RECONSTRUCTION			\$700,000				\$700,000						\$700,000	
II-103 EF-SD- 09 PLEASANT STREET SEWER RECONSTRUCTION		\$150,000					\$150,000						\$150,000	
II-104 EF-SD- 10 REGIONAL DIGESTER FACILITY AT PEASE WWTF		\$50,000					\$50,000		\$1,500,000		\$16,500,000		\$18,050,000	
Sewer Subtotals:														
		\$0	\$1,550,000	\$8,300,000	\$0	\$0	\$0	\$9,850,000	\$10,800,000	\$9,000,000	\$2,600,000	\$25,400,000	\$600,000	\$58,250,000
V. TOTAL ENTERPRISE FUNDS														
		\$0	\$2,670,000	\$11,400,000	\$0	\$0	\$0	\$14,070,000	\$14,250,000	\$10,600,000	\$8,800,000	\$26,100,000	\$1,300,000	\$75,120,000

FY 18 Distribution

FY '19 to FY '23 Schedule

GF	Enterprise					FY '18 Total	FY '19	FY '20	FY '21	FY '22	FY '23			
	Funds	Bond/Lease	Federal/State	Other/Revenues	PPP									
I.	EQUIPMENT AND VEHICLE SCHEDULE	\$102,000	\$0	\$180,000	\$0	\$85,000	\$0	\$367,000	\$849,000	\$165,000	\$880,000	\$80,000	\$80,000	\$2,421,000
II.	BUILDING & INFRASTRUCTURE	\$765,000	\$0	\$6,150,000	\$760,000	\$800,000	\$0	\$8,475,000	\$12,710,000	\$17,000,000	\$3,785,000	\$3,250,000	\$2,785,000	\$48,005,000
III.	INFORMATION MANAGEMENT SYSTEMS	\$0	\$0	\$0	\$0	\$715,158	\$0	\$715,158	\$638,058	\$675,958	\$675,258	\$1,219,758	\$581,558	\$4,505,748
IV.	TRANSPORTATION MANAGEMENT PLAN	\$1,170,000	\$0	\$10,350,000	\$72,000	\$383,000	\$300,000	\$12,275,000	\$6,729,500	\$8,140,000	\$3,385,000	\$9,085,000	\$15,425,000	\$55,039,500
	CAPITAL CONTINGENCY	\$103,000	\$0	\$0	\$0	\$0	\$0	\$103,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$603,000
	SUBTOTALS	\$2,140,000	\$0	\$16,680,000	\$832,000	\$1,983,158	\$300,000	\$21,935,158	\$21,026,558	\$26,080,958	\$8,825,258	\$13,734,758	\$18,971,558	\$110,574,248

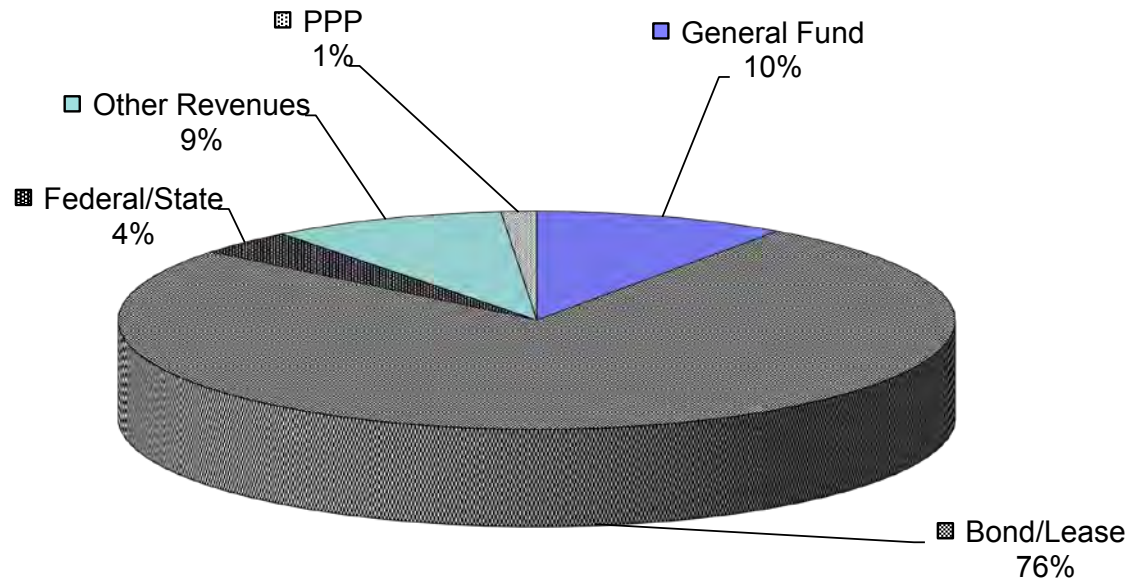
ENTERPRISE FUNDS

	WATER FUND	\$0	\$1,120,000	\$3,100,000	\$0	\$0	\$0	\$4,220,000	\$3,450,000	\$1,600,000	\$6,200,000	\$700,000	\$700,000	\$16,870,000
	SEWER FUND	\$0	\$1,550,000	\$8,300,000	\$0	\$0	\$0	\$9,850,000	\$10,800,000	\$9,000,000	\$2,600,000	\$25,400,000	\$600,000	\$58,250,000
V.	TOTAL ENTERPRISE FUNDS	\$0	\$2,670,000	\$11,400,000	\$0	\$0	\$0	\$14,070,000	\$14,250,000	\$10,600,000	\$8,800,000	\$26,100,000	\$1,300,000	\$75,120,000

GRAND TOTAL:

\$2,140,000	\$2,670,000	\$28,080,000	\$832,000	\$1,983,158	\$300,000	\$36,005,158	\$35,276,558	\$36,680,958	\$17,625,258	\$39,834,758	\$20,271,558	\$185,694,248
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FY 2018 CIP Distribution (Non-Enterprise Funds)



General Fund
 Bond/Lease
 Federal/State
 Other Revenues
 PPP

	General Fund	Bond/Lease	Federal/State	Other Revenues	PPP	Totals
Amount	\$2,140,000	\$16,680,000	\$832,000	\$1,983,158	\$300,000	\$21,935,158
% of Total	10%	76%	4%	9%	1%	

**Capital Improvements
Fiscal Year 2018
Taken from Capital Improvement Plan 2018-2023
General Fund, Capital Outlay Projects Only FYs 12-18**

Budget Book PAGE		FY 12	FY 13	FY 14	FY 15	FY 16	FY 17	Total FY's 12-17 (6 Prior years)	Department Request FY 18	CIP Sub Committee 12/7/2016	Planning Board CIP-Sub Committee Recommended
I. EQUIPMENT AND VEHICLE SCHEDULE (VE)											
II-23	THERMAL IMAGING CAMERA							\$0	\$22,000		\$22,000
II-24	FIRE PROTECTIVE EQUIPMENT REPLACEMENT							\$0	\$90,000	(\$30,000)	\$60,000
II-25	POLICE GYM EQUIPMENT							\$0	\$60,000	(\$40,000)	\$20,000
	DURABLE MEDICAL EQUIPMENT						\$61,000	\$61,000			\$0
	RECORDS PRESERVATION						\$44,000	\$44,000			\$0
	REPLACE VOTING BOOTHS						\$52,400	\$52,400			\$0
	MUNICIPAL FIRE ALARM SYSTEM: REPAIRS AND IMPROVEMENTS				\$30,000	\$30,000		\$60,000			\$0
	TRAFFIC PRE-EMPTION SYSTEM UPGRADES				\$30,000			\$30,000			\$0
	RESTORATION - 1870 AMOSKEAG STEAM ENGINE #3			\$25,000				\$25,000			\$0
	SCBA REPLACEMENT PROGRAM		\$100,000	\$100,000				\$200,000			\$0
	RADIO SYSTEM IMPROVEMENTS		\$35,000	\$35,000				\$70,000			\$0
	CARDIAC MONITORS and DEFIBRILLATOR REPLACEMENT	\$100,000						\$100,000			\$0
Total Equipment and Vehicle		\$100,000	\$135,000	\$160,000	\$60,000	\$30,000	\$157,400	\$642,400	\$172,000	(\$70,000)	\$102,000

II. BUILDINGS AND INFRASTRUCTURE (BI)

II-31	HISTORIC DOCUMENT STORAGE FACILITY							\$0	\$50,000		\$50,000
II-32	HISTORIC DOCUMENT RESTORATION, PRESERVATION AND SCANNING							\$0	\$50,000		\$50,000
II-33	PRESCOTT PARK: FACILITIES CAPITAL IMPROVEMENTS	\$40,650	\$87,500		\$87,500	\$80,000	\$80,000	\$375,650	\$80,000		\$80,000
II-36	PARK AND PLAYGROUND IMPROVEMENTS	\$75,000	\$75,000	\$75,000	\$100,000	\$100,000	\$50,000	\$475,000	\$75,000		\$75,000
II-37	IMPLEMENTATION OF PEIRCE ISLAND MASTER PLAN PROJECT	\$50,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$175,000	\$25,000		\$25,000
II-38	IMPLEMENTATION OF SAGAMORE CREEK PARCEL CONCEPTUAL	\$12,500				\$50,000	\$25,000	\$87,500	\$25,000		\$25,000
II-39	MCINTYRE FEDERAL OFFICE BUILDING-PLANNING AND IMPLEMENTATION					\$25,000		\$25,000	\$25,000		\$25,000
II-40	LAND ACQUISITION	\$25,000	\$25,000	\$25,000			\$25,000	\$100,000	\$25,000		\$25,000
II-40	OPEN SPACE PLAN							\$0	\$50,000		\$50,000
II-41	LAND USE REGULATION REVISION							\$0	\$50,000		\$50,000
II-43	CITYWIDE TREE REPLACEMENT PROGRAM	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$120,000	\$20,000		\$20,000

**Capital Improvements
Fiscal Year 2018
Taken from Capital Improvement Plan 2018-2023
General Fund, Capital Outlay Projects Only FYs 12-18**

Budget Book PAGE	FY 12	FY 13	FY 14	FY 15	FY 16	FY 17	Total FY's 12-17	Department	CIP	Planning Board
								Request FY 18	Sub Committee 12/7/2016	CIP-Sub Committee Recommended
II-45 SOUND BARRIERS IN RESIDENTIAL AREA ALONG I-95					\$50,000		\$50,000	\$50,000		\$50,000
II-46 HISTORIC CEMETERY IMPROVEMENTS	\$10,000	\$10,000	\$10,000	\$50,000	\$40,000	\$40,000	\$160,000	\$40,000		\$40,000
II-47 CITYWIDE STORMDRAINAGE IMPROVEMENTS				\$50,000	\$200,000	\$200,000	\$450,000	\$200,000		\$200,000
REUSE OF PAUL A DOBLE ARMY RESERVE CENTER					\$50,000	\$50,000	\$100,000	\$0		\$0
RETAINING WALLS REPAIR AND IMPROVEMENTS				\$75,000	\$100,000		\$175,000	\$0		\$0
MUNICIPAL COMPLEX STORAGE BUILDING REPLACEMENT					\$50,000		\$50,000	\$0		\$0
HISTORIC MARKERS REPLACEMENT PROJECT	\$10,000				\$10,000		\$20,000	\$0		\$0
FIRE STATION LIGHTING IMPROVEMENTS					\$15,000		\$15,000	\$0		\$0
BLEACHER/GRANDSTANDS				\$50,000	\$50,000		\$100,000	\$0		\$0
MASTER PLAN PLANNING PROCESS		\$50,000	\$75,000	\$100,000	\$50,000		\$275,000	\$0		\$0
POLICE SITE NEEDS STUDY				\$50,000			\$50,000	\$0		\$0
POLICE SPACE NEEDS STUDY			\$25,000				\$25,000	\$0		\$0
BANFIELD ROAD DRAINAGE IMPROVEMENTS			\$50,000	\$50,000			\$100,000	\$0		\$0
CITY WIDE FACILITIES CAPITAL IMPROVEMENTS MASTER PLAN				\$50,000			\$50,000	\$0		\$0
CITY HALL ENTRY WAY ACCESSIBILITY IMPROVEMENTS			\$100,000				\$100,000	\$0		\$0
ELWYN PARK DRAINAGE IMPROVEMENTS			\$75,000				\$75,000	\$0		\$0
LESLIE DRIVE DRAINAGE IMPROVEMENTS			\$100,000				\$100,000	\$0		\$0
MUNICIPAL COMPLEX BOILER REPLACEMENT AND RELATED		\$175,000					\$175,000	\$0		\$0
RECREATION STUDY IMPLEMENTATION: OUTDOOR FIELDS		\$50,000					\$50,000	\$0		\$0
SEAWALL REPAIRS	\$225,000						\$225,000	\$0		\$0
MUNICIPAL COMPLEX ELEVATOR REPLACEMENT	\$175,000						\$175,000	\$0		\$0
Total Buildings and Infrastructure	\$643,150	\$517,500	\$580,000	\$707,500	\$915,000	\$515,000	\$3,878,150	\$765,000	\$0	\$765,000

IV. TRANSPORTATION MANAGEMENT (TSM)

II-61 CHESTNUT STREET PEDESTRIAN CONNECTOR						\$50,000	\$50,000	\$50,000		\$50,000
II-64 HAMPTON BRANCH RAIL TRAIL				\$150,000	\$56,000	\$113,000	\$319,000	\$225,000		\$225,000
II-65 BICYCLE/PEDESTRIAN PLAN IMPLEMENTATION							\$0	\$50,000		\$50,000
II-66 US ROUTE 1 NEW SIDEPATH CONSTRUCTION							\$0	\$30,000		\$30,000

**Capital Improvements
Fiscal Year 2018
Taken from Capital Improvement Plan 2018-2023
General Fund, Capital Outlay Projects Only FYs 12-18**

Budget Book PAGE		FY 12	FY 13	FY 14	FY 15	FY 16	FY 17	Total FY's 12-17	Department Request FY 18	CIP Sub Committee 12/7/2016	Planning Board CIP-Sub Committee Recommended
II-67	ELWYN PARK SIDEWALKS PHASE I							\$0	\$98,000	(\$78,000)	\$20,000
II-70	CITYWIDE TRAFFIC SIGNAL UPGRADE PROGRAM	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$600,000	\$100,000		\$100,000
II-71	CITYWIDE INTERSECTION IMPROVEMENTS			\$100,000		\$100,000		\$200,000	\$100,000		\$100,000
II-72	WOODBURY AVE/MARKET ST PEDESTRIAN INTERSECTION IMPROVEMENT							\$0	\$219,000		\$219,000
II-75	BRIDGE IMPROVEMENTS							\$0	\$100,000		\$100,000
II-76	LED STREETLIGHT CONVERSION							\$0	\$181,000		\$181,000
II-77	SIGN INVENTORY							\$0	\$45,000		\$45,000
II-81	LONGMEADOW ROAD EXTENSION			\$100,000	\$25,000	\$75,000	\$50,000	\$250,000	\$50,000		\$50,000
	BANFIELD ROAD IMPROVEMENTS				\$50,000			\$50,000	\$150,000	(\$150,000)	\$0
	MARKET SQUARE UPGRADE				\$50,000	\$50,000		\$100,000	\$0		\$0
	RUSSELL-MARKET INTERSECTION UPGRADES							\$0	\$0		\$0
	BRIDGE MASTER PLAN IMPLEMENTATION						\$75,000	\$75,000	\$0		\$0
	NORTH MILL POND MULTI-USE PATH						\$100,000	\$100,000	\$0		\$0
	INTERSECTION UPGRADE: AT-GRADE CROSSING				\$76,800	\$77,000	\$30,000	\$183,800	\$0		\$0
	NEW FRANKLIN/WOODBURY CORRIDOR IMPROVEMENTS						\$80,000	\$80,000	\$0		\$0
	MARKET ST GATEWAY IMPROVEMENTS		\$120,000		\$120,000		\$117,000	\$357,000	\$0		\$0
	ISLINGTON STREET-STREETSCAPE IMPROVEMENTS		\$100,000		\$100,000		\$200,000	\$400,000	\$0		\$0
	PEVERLY HILL ROAD IMPROVEMENTS						\$300,000	\$300,000	\$0		\$0
	DOWNTOWN MAPLEWOOD AVE COMPLETE STREET					\$167,000		\$167,000	\$0		\$0
	SPINNEY ROAD NEW SIDEWALK CONSTRUCTION			\$100,000		\$125,000		\$225,000	\$0		\$0
	BICYCLE/PEDESTRIAN PLAN IMPLEMENTATION				\$50,000	\$0		\$50,000	\$0		\$0
	MIDDLE ST BICYCLE LANES			\$25,000	\$25,000			\$50,000	\$0		\$0
	DOWNTOWN SIGNAGE AND PEDESTRIAN WAYFINDING SYSTEM	\$75,000	\$0	\$100,000				\$175,000	\$0		\$0
	ATLANTIC HEIGHTS NEIGHBORHOOD EMERGENCY ACCESS ROUTE				\$50,000			\$50,000	\$0		\$0
	WOODBURY AVE TURNING LANES	\$50,000	\$50,000					\$100,000	\$0		\$0
Total Transportation Management		\$225,000	\$370,000	\$525,000	\$796,800	\$750,000	\$1,215,000	\$3,881,800	\$1,398,000	(\$228,000)	\$1,170,000

**Capital Improvements
Fiscal Year 2018
Taken from Capital Improvement Plan 2018-2023
General Fund, Capital Outlay Projects Only FYs 12-18**

Budget Book
PAGE

	FY 12	FY 13	FY 14	FY 15	FY 16	FY 17	Total FY's 12-17	Department Request FY 18	CIP Sub Committee 12/7/2016	Planning Board CIP-Sub Committee Recommended
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SUMMARY

TOTALS PER SECTION

I. EQUIPMENT AND VEHICLE SCHEDULE	\$100,000	\$135,000	\$160,000	\$60,000	\$30,000	\$157,400	\$642,400	\$172,000	(\$70,000)	\$102,000
II. BUILDING & INFRASTRUCTURE	\$643,150	\$517,500	\$580,000	\$707,500	\$915,000	\$515,000	\$3,878,150	\$765,000	\$0	\$765,000
IV. TRANSPORTATION MANAGEMENT PLAN	\$225,000	\$370,000	\$525,000	\$796,800	\$750,000	\$1,215,000	\$3,881,800	\$1,398,000	(\$228,000)	\$1,170,000
v. CAPITAL CONTINGENCY	\$50,000	\$0	\$100,000	\$35,700	\$70,000	\$112,600	\$368,300	\$103,000	\$0	\$103,000
TOTAL	\$1,018,150	\$1,022,500	\$1,365,000	\$1,600,000	\$1,765,000	\$2,000,000	\$8,770,650	\$2,438,000	(\$298,000)	\$2,140,000

I. VEHICLES AND EQUIPMENT



VE-FD-01: AMBULANCE REPLACEMENT PROGRAM

Department	Fire Department
Project Location	Station 2
Project Type	Replacement or Purchase of Vehicle
Commence FY	On-Going
Priority	O (ongoing or Programmatic)
Impact on Operating Budget	Negligible

Evaluation Criteria	Satisfy
Identified in Planning Document or Study	
Improves Quality of Existing Services	Y
Provides Added Capacity to Existing Services	
Addresses Public Health or Safety Need	Y
Reduces Long-Term Operating Costs	
Alleviates Substandard Conditions or Deficiencies	
Provides Incentive to Economic Development	
Responds to Federal or State Requirement	
Eligible for Matching Funds with Limited Availability	



Description: This program is a regular replacement schedule for the City's ambulances. The 2013 Ambulance is scheduled for replacement in FY20. Funds include complete set-up including radio, lettering, striping, and equipment. This is the second half of total funds required for this project.

		FY18	FY19	FY20	FY21	FY22	FY23	Totals 18-23	6 PY's Funding	Totals
GF	0%							\$0	\$0	\$0
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	0%							\$0	\$0	\$0
Rolling Stock	100%	\$85,000	\$85,000	\$85,000	\$80,000	\$80,000	\$80,000	\$495,000	\$600,000	\$1,095,000
Revenues	0%							\$0	\$0	\$0
PPP	0%							\$0	\$0	\$0
	Totals	\$85,000	\$85,000	\$85,000	\$80,000	\$80,000	\$80,000	\$495,000	\$600,000	\$1,095,000

VE-FD-02: VEHICLE REPLACEMENT – FIRE BOAT 1

Department	Fire Department
Project Location	Waterfront Dock
Project Type	Replacement or Purchase of a Vehicle
Commence FY	2018
Priority	A (needed within 0 to 3 years)
Impact on Operating Budget	Negligible

Evaluation Criteria	Satisfy
Identified in Planning Document or Study	
Improves Quality of Existing Services	Y
Provides Added Capacity to Existing Services	
Addresses Public Health or Safety Need	
Reduces Long-Term Operating Costs	Y
Alleviates Substandard Conditions or Deficiencies	
Provides Incentive to Economic Development	
Responds to Federal or State Requirement	
Eligible for Matching Funds with Limited Availability	



Description: This project would fund the replacement of the department’s 2006 thirty-three foot (33’) Fire Boat with an appropriately sized vessel that is designed for water access and rescue.

		FY18	FY19	FY20	FY21	FY22	FY23	Totals 18-23	6 PY's Funding	Totals
GF	0%							\$0	\$0	\$0
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	100%	\$180,000						\$180,000	\$0	\$180,000
Rolling Stock	0%							\$0	\$0	\$0
Revenues	0%							\$0	\$0	\$0
PPP	0%							\$0	\$0	\$0
	Totals	\$180,000	\$0	\$0	\$0	\$0	\$0	\$180,000	\$0	\$180,000

VE-FD-06: THERMAL IMAGING CAMERA REPLACEMENTS

Department	Fire Department
Project Location	All FD Apparatus
Project Type	Equipment (Non-Vehicular)
Commence FY	2018
Priority	A (needed within 0 to 3 years)
Impact on Operating Budget	Reduce

Evaluation Criteria	Satisfy
Identified in Planning Document or Study	
Improves Quality of Existing Services	Y
Provides Added Capacity to Existing Services	
Addresses Public Health or Safety Need	Y
Reduces Long-Term Operating Costs	Y
Alleviates Substandard Conditions or Deficiencies	
Provides Incentive to Economic Development	
Responds to Federal or State Requirement	
Eligible for Matching Funds with Limited Availability	



Description: The department utilizes thermal imaging cameras to interpret heat and fire conditions in smoke filled environments, as well as to effectively search for victims or hidden fires. Thermal imaging cameras are critical tools carried on all primary fire units. This project would replace ageing equipment with NFPA compliant, contemporary technology cameras over 2 years.

		FY18	FY19	FY20	FY21	FY22	FY23	Totals 18-23	6 PY's Funding	Totals
GF	100%	\$22,000	\$24,000					\$46,000	\$0	\$46,000
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	0%							\$0	\$0	\$0
Other	0%							\$0	\$0	\$0
Revenues	0%							\$0	\$0	\$0
PPP	0%							\$0	\$0	\$0
	Totals	\$22,000	\$24,000	\$0	\$0	\$0	\$0	\$46,000	\$0	\$46,000

VE-FD-07: PERSONAL PROTECTIVE EQUIPMENT REPLACEMENT

Department	Fire Department
Project Location	City-wide
Project Type	Equipment (non-vehicular)
Commence FY	2018
Priority	A (needed within 0 to 3 years)
Impact on Operating Budget	Reduce



Evaluation Criteria	Satisfy
Identified in Planning Document or Study	
Improves Quality of Existing Services	
Provides Added Capacity to Existing Services	
Addresses Public Health or Safety Need	Y
Reduces Long-Term Operating Costs	
Alleviates Substandard Conditions or Deficiencies	Y
Provides Incentive to Economic Development	
Responds to Federal or State Requirement	
Eligible for Matching Funds with Limited Availability	

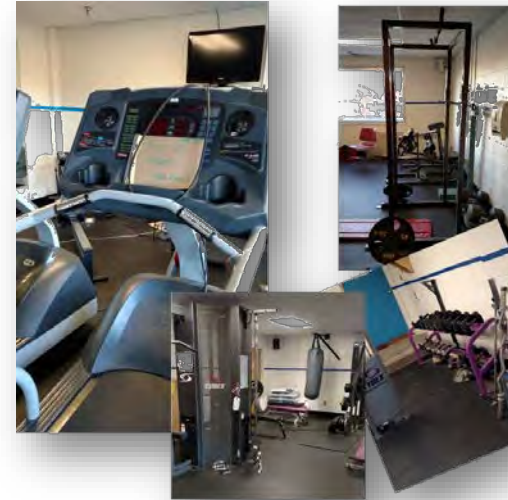
Description: This project will fund the required replacement of all members' (60) structural firefighter gear, aka personal protective equipment. NFPA standard 1851 requires the structural firefighting ensembles be retired no more than 10 years from the date manufactured. Our last capital purchase was in FY10. The purchase would occur over 3 years.

		FY18	FY19	FY20	FY21	FY22	FY23	Totals 18-23	6 PY's Funding	Totals
GF	100%	\$60,000	\$60,000	\$60,000				\$180,000	\$0	\$180,000
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	0%							\$0	\$0	\$0
Other	0%							\$0	\$0	\$0
Revenues	0%							\$0	\$0	\$0
PPP	0%							\$0	\$0	\$0
	Totals	\$60,000	\$60,000	\$60,000	\$0	\$0	\$0	\$180,000	\$0	\$180,000

VE-PD-08: POLICE GYM EQUIPMENT REPLACEMENT

Department	Police Department
Project Location	Police Department
Project Type	Equipment (non-vehicular)
Commence FY	2018
Priority	A (needed within 0 to 3 years)
Impact on Operating Budget	Negligible

Evaluation Criteria	Satisfy
Identified in Planning Document or Study	
Improves Quality of Existing Services	Y
Provides Added Capacity to Existing Services	
Addresses Public Health or Safety Need	Y
Reduces Long-Term Operating Costs	Y
Alleviates Substandard Conditions or Deficiencies	Y
Provides Incentive to Economic Development	
Responds to Federal or State Requirement	Y
Eligible for Matching Funds with Limited Availability	



Description: Police Standards and Training has set physical fitness and medical requirements that must be maintained as a condition of employment for police officers hired after 1/1/2001. Due to the 24/7/365 aspect of the job, workouts prior to or after a shift are optimal. For over a decade, the department gym has been outfitted by donated equipment from local for-profit public gyms as they rotate their equipment out for replacement. This equipment is often in need of repair and much of the equipment is outdated and retro-fitted for use in the space. This can be problematic. Note: Municipal employees at city hall also utilize the gym to maintain their physical fitness.

		FY18	FY19	FY20	FY21	FY22	FY23	Totals 18-23	6 PY's Funding	Totals
GF	100%	\$20,000	\$20,000	\$20,000				\$60,000	\$0	\$60,000
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	0%							\$0	\$0	\$0
Other	0%							\$0	\$0	\$0
Revenues	0%							\$0	\$0	\$0
PPP	0%							\$0	\$0	\$0
	Totals	\$20,000	\$20,000	\$20,000	\$0	\$0	\$0	\$60,000	\$0	\$60,000

II. BUILDINGS AND INFRASTRUCTURE



BI-PD-01: POLICE DEPARTMENT LAND ACQUISITION

Department	Police Department
Project Location	To Be Determined
Project Type	Acquisition of Land
Commence FY	To Be Determined
Priority	A (needed within 0 to 3 years)
Impact on Operating Budget	Negligible



Evaluation Criteria	Satisfy
Identified in Planning Document or Study: Police Dept. Facility Study	Y
Improves Quality of Existing Services	Y
Provides Added Capacity to Serve Growth	Y
Addresses Public Health or Safety Need	
Reduces Long-Term Operating Costs	Y
Alleviates Substandard Conditions or Deficiencies	Y
Provides Incentive to Economic Development	
Responds to Federal or State Requirement	Y
Eligible for Matching Funds with Limited Availability	

Description: The results of the space needs study conducted in FY14 determined the current facility no longer meets the needs of the Police Department. This project would fund the purchase of land for a new facility, if a current City-owned site is not available for this purpose.

		FY18	FY19	FY20	FY21	FY22	FY23	Totals 18-23	6 PY's Funding	Totals
GF	0%							\$0	\$0	\$0
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	0%	TBD						\$0	\$0	\$0
Other	0%							\$0	\$0	\$0
Revenues	0%							\$0	\$0	\$0
PPP	0%							\$0	\$0	\$0
	Totals	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

BI-PD-02: NEW POLICE DEPARTMENT FACILITY

Department	Police Department
Project Location	To Be Determined
Project Type	New Construction
Commence FY	2020
Priority	A (needed within 0 to 3 years)
Impact on Operating Budget	High

Evaluation Criteria	Satisfy
Identified in Planning Document or Study: Police Dept. Facility Study	Y
Improves Quality of Existing Services	
Provides Added Capacity to Existing Services	
Addresses Public Health or Safety Need	
Reduces Long-Term Operating Costs	
Alleviates Substandard Conditions or Deficiencies	Y
Provides Incentive to Economic Development	
Responds to Federal or State Requirement	Y
Eligible for Matching Funds with Limited Availability	



Description: The results of the space needs study conducted in FY14 determined the current facility no longer meets the needs of the Police Department. This project would fund the design and construction of a new facility after a site and conceptual design are complete.

		FY18	FY19	FY20	FY21	FY22	FY23	Totals 18-23	6 PY's Funding	Totals
GF	0%							\$0	\$0	\$0
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	100%			\$11,000,000				\$11,000,000	\$0	\$11,000,000
Other	0%							\$0	\$0	\$0
Revenues	0%							\$0	\$0	\$0
PPP	0%							\$0	\$0	\$0
	Totals	\$0	\$0	\$11,000,000	\$0	\$0	\$0	\$11,000,000	\$0	\$11,000,000

BI-SC-04: ELEMENTARY SCHOOLS UPGRADE

Department	School Department
Project Location	Elementary Schools
Project Type	Rehabilitation of an Existing Facilities
Commence FY	2016
Priority	A (needed within 0 to 3 years)
Impact on Operating Budget	Minimal

Evaluation Criteria	Satisfy
Identified in Planning Document or Study	
Improves Quality of Existing Services	Y
Provides Added Capacity to Existing Services	
Addresses Public Health or Safety Need	
Reduces Long-Term Operating Costs	Y
Alleviates Substandard Conditions or Deficiencies	Y
Provides Incentive to Economic Development	
Responds to Federal or State Requirement	Y
Eligible for Matching Funds with Limited Availability	



Description: Little Harbour, Dondero and New Franklin Elementary Schools are all over thirty (30) years old and comprise 130,000 square feet of educational space. Per the State Fire Marshal's Office, Little Harbour Elementary School must complete the automatic sprinkler system by 2017. This appropriation will be used to complete the upgrades to Little Harbour School and to start upgrade projects for Dondero Elementary School.

		FY18	FY19	FY20	FY21	FY22	FY23	Totals 18-23	6 PY's Funding	Totals
GF	0%							\$0	\$0	\$0
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	100%	\$5,000,000	\$5,000,000					\$10,000,000	\$10,000,000	\$20,000,000
Other	0%							\$0	\$0	\$0
Revenues	0%							\$0	\$0	\$0
PPP	0%							\$0	\$0	\$0
	Totals	\$5,000,000	\$5,000,000	\$0	\$0	\$0	\$0	\$10,000,000	\$10,000,000	\$20,000,000

BI-SC-05: HIGH SCHOOL ATHLETIC FIELD LIGHTING

Department	School Department
Project Location	Portsmouth High School
Project Type	Rehabilitation of an Existing Facilities
Commence FY	2018
Priority	A (needed within 0 to 3 years)
Impact on Operating Budget	Reduce

Evaluation Criteria	Satisfy
Identified in Planning Document or Study	
Improves Quality of Existing Services	
Provides Added Capacity to Existing Services	
Addresses Public Health or Safety Need	
Reduces Long-Term Operating Costs	
Alleviates Substandard Conditions or Deficiencies	Y
Provides Incentive to Economic Development	
Responds to Federal or State Requirement	
Eligible for Matching Funds with Limited Availability	



Description: The Portsmouth School Department has maintenance responsibilities for more than 10 acres of athletic fields on the Portsmouth High School campus, used by both the School and Recreation Departments. The current lighting was installed in 1989 and is now beyond its expected life cycle, resulting in numerous component failures. Several attempts at procuring equipment and installation of proven current lighting technology bid as part of a package of similar projects for the Department of Public Works resulted in a significant funding shortfall.

		FY18	FY19	FY20	FY21	FY22	FY23	Totals 18-23	6 PY's Funding	Totals
GF	0%							\$0	\$0	\$0
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	100%	\$550,000						\$550,000	\$750,000	\$1,300,000
Other	0%							\$0	\$0	\$0
Revenues	0%							\$0	\$0	\$0
PPP	0%							\$0	\$0	\$0
	Totals	\$550,000	\$0	\$0	\$0	\$0	\$0	\$550,000	\$750,000	\$1,300,000

BI-FI-06: HISTORIC DOCUMENT RESTORATION, PRESERVATION AND SCANNING

Department	Finance Department/ City Clerk
Project Location	City Hall
Project Type	New Construction/ Refurbishment
Commence FY	2018
Priority	A (Needed within 0 to 3 years)
Impact on Operating Budget	Negligible

Evaluation Criteria	Satisfy
Identified in Planning Document or Study: Goodman Report on the Survey of the Municipally Owned Historic Artifacts and Documents in Portsmouth, NH	Y
Improves Quality of Existing Services	Y
Provides Added Capacity to Existing Services	Y
Addresses Public Health or Safety Need	
Reduces Long-Term Operating Costs	
Alleviates Substandard Conditions or Deficiencies	Y
Provides Incentive to Economic Development	
Responds to Federal or State Requirement	Y
Eligible for Matching Funds with Limited Availability	



Description: The City is required to keep certain documents on a permanent basis (i.e. tax warrants, assessing documents, city council records, etc.). The City also keeps many documents that are of Historic significance. These documents are aging and many are showing signs of deterioration. The requested funds will be utilized to preserve these documents as well as scan them for preservation purposes to either CD (pdf) and/ or microfilm.

		FY18	FY19	FY20	FY21	FY22	FY23	Totals 18-23	6 PY's Funding	Totals
GF	100%	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$300,000	\$0	\$300,000
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	0%							\$0	\$0	\$0
Other	0%							\$0	\$0	\$0
Revenues	0%							\$0	\$0	\$0
PPP	0%							\$0	\$0	\$0
	Totals	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$300,000	\$0	\$300,000

BI-FI-07: HISTORIC DOCUMENT STORAGE FACILITY

Department	Finance Department/ City Clerk
Project Location	City Hall
Project Type	New Construction/ Refurbishment
Commence FY	2018
Priority	A (Needed within 0 to 3 years)
Impact on Operating Budget	Negligible

Evaluation Criteria	Satisfy
Identified in Planning Document or Study: Goodman Report on the Survey of the Municipally Owned Historic Artifacts and Documents in Portsmouth, NH	Y
Improves Quality of Existing Services	Y
Provides Added Capacity to Existing Services	Y
Addresses Public Health or Safety Need	
Reduces Long-Term Operating Costs	
Alleviates Substandard Conditions or Deficiencies	Y
Provides Incentive to Economic Development	
Responds to Federal or State Requirement	Y
Eligible for Matching Funds with Limited Availability	



Description: A New climate-controlled, humidity controlled, fire resistant facility is needed to protect the City's historic and legally required documents (tax, assessing, purchasing, etc.) The City Clerk's vault is at capacity and the City needs to have a larger storage location in place to safe keep these historic documents. The City intends to utilize the FY18 funds to install a Halon Fire System into the future Archive Facility, environmental controls and monitors to aid in document preservation as well as shelving units that will help protect the documents from damage.

		FY18	FY19	FY20	FY21	FY22	FY23	Totals 18-23	6 PY's Funding	Totals
GF	100%	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$300,000	\$50,000	\$350,000
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	0%							\$0	\$0	\$0
Other	0%							\$0	\$0	\$0
Revenues	0%							\$0	\$0	\$0
PPP	0%							\$0	\$0	\$0
	Totals	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$300,000	\$50,000	\$350,000

BI-TT-08: PRESCOTT PARK FACILITIES CAPITAL IMPROVEMENTS

Department	Trustees of Trust Funds
Project Location	Prescott Park
Project Type	Rehabilitation of an Existing Facilities
Commence FY	On-Going
Priority	O (Ongoing or Programmatic)
Impact on Operating Budget	Negligible

Evaluation Criteria	Satisfy
Identified in Planning Document or Study	
Improves Quality of Existing Services	Y
Provides Added Capacity to Existing Services	
Addresses Public Health or Safety Need	
Reduces Long-Term Operating Costs	Y
Alleviates Substandard Conditions or Deficiencies	
Provides Incentive to Economic Development	
Responds to Federal or State Requirement	
Eligible for Matching Funds with Limited Availability	



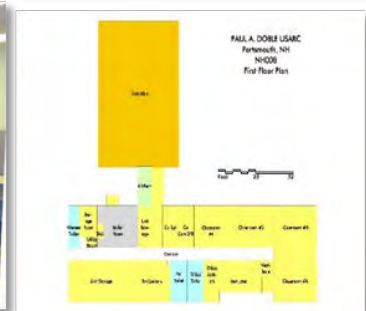
Description: On February 6, 2017, the City Council adopted the Prescott Park Master Plan recommended by the Blue Ribbon Committee on Prescott Park. The adoption of the Master Plan was subsequent to the creation of this Plan and its adoption by the Planning Board in January of 2017. As a result, the schedule of investment for the six-year period below is not reflective of the Master Plan investments approved by the City Council via the report adoption. In next CIP (FY 19-FY24), this element sheet will be redrafted to reflect the investments needed over the CIP six-year planning period to realize the Master Plan vision; this will include a combination of funding sources including general fund, bonding, revenues, private donations and grant sources.

		FY18	FY19	FY20	FY21	FY22	FY23	Totals 18-23	6 PY's Funding	Totals
GF	100%	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$480,000	\$375,650	\$855,650
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	0%							\$0	\$0	\$0
Other	0%							\$0	\$0	\$0
Revenues	0%							\$0	\$0	\$0
PPP	0%							\$0	\$0	\$0
Totals		\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$480,000	\$375,650	\$855,650

BI-CD-09: REUSE OF PAUL A. DOBLE ARMY RESERVE CENTER

Department	Community Development Department
Project Location	125 Cottage Street
Project Type	Construction or Expansion of a Public Facility
Commence FY	2017
Priority	A (needed within 0 to 3 years)
Impact on Operating Budget	Minimal

Evaluation Criteria	Satisfy
Identified in Planning Document or Study: Final Report – Blue Ribbon Senior Committee	Y
Improves Quality of Existing Services	Y
Provides Added Capacity to Existing Services	
Addresses Public Health or Safety Need	
Reduces Long-Term Operating Costs	
Alleviates Substandard Conditions or Deficiencies	
Provides Incentive to Economic Development	
Responds to Federal or State Requirement	
Eligible for Matching Funds with Limited Availability	



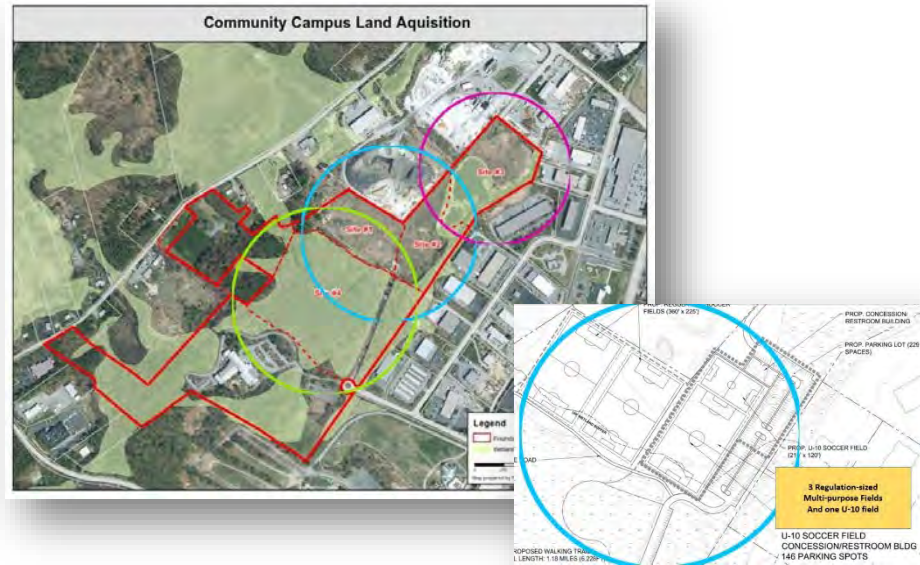
Description: The City is pursuing acquisition of the Paul A. Doble Army Reserve Center for a senior/ community center. Funding was set aside in earlier years to support the reuse of the facility. These funds will be utilized for design and construction. Funding includes \$750,000 from the Daniel Street Trust.

		FY18	FY19	FY20	FY21	FY22	FY23	Totals 18-23	6 PY's Funding	Totals
GF	10%							\$0	\$100,000	\$100,000
Fed/ State	15%	\$150,000						\$150,000	\$0	\$150,000
Bond/ Lease	0%							\$0	\$0	\$0
Daniel St Trust	75%	\$750,000						\$750,000	\$0	\$750,000
Revenues	0%							\$0	\$0	\$0
PPP	0%							\$0	\$0	\$0
	Totals	\$900,000	\$0	\$0	\$0	\$0	\$0	\$900,000	\$100,000	\$1,000,000

BI-CD-11: OUTDOOR RECREATION FIELDS – CITY-OWNED LAND CAMPUS DRIVE

Department	Recreation Department/ Community Development Department
Project Location	100 Campus Drive/ 680 Peverly Hill Road
Project Type	Construction or expansion of a new public facility, street or utility
Commence FY	2019
Priority	A (needed within 0 to 3 years)
Impact on Operating Budget	Minimal

Evaluation Criteria	Satisfy
Identified in Planning Document or Study: Recreation Needs Study (2010)	Y
Improves Quality of Existing Services	Y
Provides Added Capacity to Existing Services	
Addresses Public Health or Safety Need	
Reduces Long-Term Operating Costs	
Alleviates Substandard Conditions or Deficiencies	
Provides Incentive to Economic Development	
Responds to Federal or State Requirement	
Eligible for Matching Funds with Limited Availability	



Description: The City is nearing the completion of a planned purchase of approximately 50 acres of land which lies on Campus Drive and behind the Public works facility at 680 Peverly Hill Road. At least three uses were identified at the time the acquisition was initiated including the expansion of the Recycling Center at Public Works, protection of valuable conservation land, and a multi-field complex to help meet the City's need for outdoor recreation fields. This project identifies funding in future years to realize the vision for the Recreation fields.

		FY18	FY19	FY20	FY21	FY22	FY23	Totals 18-23	6 PY's Funding	Totals
GF	8%		\$300,000					\$300,000	\$0	\$300,000
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	77%			\$3,000,000				\$3,000,000	\$0	\$3,000,000
Peirce Trust	15%		\$600,000					\$600,000	\$0	\$600,000
Revenues	0%							\$0	\$0	\$0
PPP	0%							\$0	\$0	\$0
	Totals	\$0	\$900,000	\$0	\$3,000,000	\$0	\$0	\$3,900,000	\$0	\$3,900,000

BI-CD-13: PARK AND PLAYGROUND IMPROVEMENTS

Department	Community Development Department
Project Location	Various
Project Type	Rehabilitation of an Existing Facility
Commence FY	On-Going
Priority	O (Ongoing or Programmatic)
Impact on Operating Budget	Minimal

Evaluation Criteria	Satisfy
Identified in Planning Document or Study	
Improves Quality of Existing Services	Y
Provides Added Capacity to Existing Services	
Addresses Public Health or Safety Need	
Reduces Long-Term Operating Costs	Y
Alleviates Substandard Conditions or Deficiencies	Y
Provides Incentive to Economic Development	
Responds to Federal or State Requirement	
Eligible for Matching Funds with Limited Availability	



Description: This project provides funding for continued investment in the City's parks and playgrounds to ensure a high level of service into the future. Funding will be used for playground equipment replacements, development of new play areas, upgrading furnishing and other amenities as needed. In the coming years, specific upgrades are envisioned for Rock Street Park and replacement of wooden equipment in multiple City playgrounds.

		FY18	FY19	FY20	FY21	FY22	FY23	Totals 18-23	6 PY's Funding	Totals
GF	100%	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$450,000	\$475,000	\$925,000
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	0%							\$0	\$0	\$0
Other	0%							\$0	\$0	\$0
Revenues	0%							\$0	\$0	\$0
PPP	0%							\$0	\$0	\$0
	Totals	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$450,000	\$475,000	\$925,000

BI-CD-14: IMPLEMENTATION OF PEIRCE ISLAND MASTER PLAN

Department	Community Development Department
Project Location	Peirce Island
Project Type	Rehabilitation of Existing Facility
Commence FY	On-Going
Priority	O (Ongoing or Programmatic)
Impact on Operating Budget	Negligible

Evaluation Criteria	Satisfy
Identified in Planning Document or Study: Peirce Island Master Plan 1999	Y
Improves Quality of Existing Services	
Provides Added Capacity to Existing Services	
Addresses Public Health or Safety Need	
Reduces Long-Term Operating Costs	
Alleviates Substandard Conditions or Deficiencies	
Provides Incentive to Economic Development	
Responds to Federal or State Requirement	
Eligible for Matching Funds with Limited Availability	



Description: A Master Plan for Peirce Island was finalized in December 1999 and it detailed a range of capital improvement projects that support recreational activities on the twenty-seven (27)-acre City-Owned island. To date, many projects have been carried out including improvements to the outdoor pool area, trail construction, installation of picnic tables and interpretive signs, reconstruction of the boat ramp, signage upgrades and shorefront landscaping. This CIP will ensure continued implementation of improvements that are identified in the plan.

		FY18	FY19	FY20	FY21	FY22	FY23	Totals 18-23	6 PY's Funding	Totals
GF	100%	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$150,000	\$175,000	\$325,000
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	0%							\$0	\$0	\$0
Other	0%							\$0	\$0	\$0
Revenues	0%							\$0	\$0	\$0
PPP	0%							\$0	\$0	\$0
	Totals	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$150,000	\$175,000	\$325,000

BI-CD-15: IMPLEMENTATION OF SAGAMORE CREEK PARCEL MASTER PLAN

Department	Community Development Department
Project Location	Sagamore Creek at Jones Avenue
Project Type	New Construction or Expansion of Existing Facility, Street or Utility
Commence FY	2016
Priority	A (needed within 0 to 3 years)
Impact on Operating Budget	Negligible

Evaluation Criteria	Satisfy
Identified in Planning Document or Study: Public Undeveloped Lands Assessment 2010 ; Blue Ribbon Committee on Sagamore Creek Land (2015)	Y
Improves Quality of Existing Services	Y
Provides Added Capacity to Existing Services	
Addresses Public Health or Safety Need	
Reduces Long-Term Operating Costs	
Alleviates Substandard Conditions or Deficiencies	
Provides Incentive to Economic Development	
Responds to Federal or State Requirement	
Eligible for Matching Funds with Limited Availability	



Description: This project provides funding for the implementation of the 2015 Sagamore Creek Master Plan adopted by the City Council. The Plan recommends various improvements to promote the use of the area by the public for recreation purposes in a manner that balances recreation uses with property's high conservation values. Access, parking, signage and trail improvements are recommended in the plan.

		FY18	FY19	FY20	FY21	FY22	FY23	Totals 18-23	6 PY's Funding	Totals
GF	70%	\$25,000		\$25,000		\$25,000		\$75,000	\$100,000	\$175,000
Fed/ State	20%							\$0	\$50,000	\$50,000
Bond/ Lease	0%							\$0	\$0	\$0
Conservation Fund	10%							\$0	\$25,000	\$25,000
Revenues	0%							\$0	\$0	\$0
PPP	0%							\$0	\$0	\$0
	Totals	\$25,000	\$0	\$25,000	\$0	\$25,000	\$0	\$75,000	\$175,000	\$250,000

BI-CD-16: MCINTYRE FEDERAL OFFICE BUILDING-PLANNING AND IMPLEMENTATION

Department	Community Development Department
Project Location	Federal Building on Daniel Street
Project Type	Construction or Expansion of a Public Facility, Street or Utility
Commence FY	2017
Priority	A (needed within 0 to 3 years)
Impact on Operating Budget	Negligible

Evaluation Criteria	Satisfy
Identified in Planning Document or Study	
Improves Quality of Existing Services	
Provides Added Capacity to Existing Services	
Addresses Public Health or Safety Need	
Reduces Long-Term Operating Costs	
Alleviates Substandard Conditions or Deficiencies	
Provides Incentive to Economic Development	Y
Responds to Federal or State Requirement	
Eligible for Matching Funds with Limited Availability	



Description: City staff continues to work closely with the City Council and officials in relevant federal departments on the future of this major downtown city parcel. This element sheet is intended to identify funding that could be used by the City to move forward with the development and implementation of a reuse plan or otherwise guide the redevelopment of the site.

		FY18	FY19	FY20	FY21	FY22	FY23	Totals 18-23	6 PY's Funding	Totals
GF	100%	\$25,000						\$25,000	\$100,000	\$125,000
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	0%							\$0	\$0	\$0
Other	0%							\$0	\$0	\$0
Revenues	0%							\$0	\$0	\$0
PPP	0%							\$0	\$0	\$0
	Totals	\$25,000	\$0	\$0	\$0	\$0	\$0	\$25,000	\$100,000	\$125,000

BI-CC-18: LAND ACQUISITION

Department	Planning Department
Project Location	City-Wide
Project Type	Acquisition of Land
Commence FY	On-Going
Priority	O (Ongoing or Programmatic)
Impact on Operating Budget	Negligible

Evaluation Criteria	Satisfy
Identified in Planning Document or Study: Master Plan 2005	Y
Improves Quality of Existing Services	
Provides Added Capacity to Existing Services	
Addresses Public Health or Safety Need	
Reduces Long-Term Operating Costs	
Alleviates Substandard Conditions or Deficiencies	
Provides Incentive to Economic Development	
Responds to Federal or State Requirement	
Eligible for Matching Funds with Limited Availability	Y



Description: This project funds the purchase of land that has been determined should be municipally owned. For the most part, ownership is usually sought to secure environmentally sensitive areas to purchase the development rights to a particular parcel, or for some municipal use. Funds can be used as match for other grants and may be used in conjunction with the Conservation Fund.

		FY18	FY19	FY20	FY21	FY22	FY23	Totals 18-23	6 PY's Funding	Totals
GF	100%	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$150,000	\$100,000	\$250,000
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	0%							\$0	\$0	\$0
Other	0%							\$0	\$0	\$0
Revenues	0%							\$0	\$0	\$0
PPP	0%							\$0	\$0	\$0
	Totals	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$150,000	\$100,000	\$250,000

BI-PL-19: OPEN SPACE PLAN

Department	Planning Department
Project Location	City-wide
Project Type	Design work or planning study
Commence FY	2018
Priority	A (need within 0 to 3 years)
Impact on Operating Budget	Negligible



Evaluation Criteria	Satisfy
Identified in Planning Document or Study: Master Plan	Y
Improves Quality of Existing Services	Y
Provides Added Capacity to Existing Services	
Addresses Public Health or Safety Need	
Reduces Long-Term Operating Costs	
Alleviates Substandard Conditions or Deficiencies	
Provides Incentive to Economic Development	
Responds to Federal or State Requirement	
Eligible for Matching Funds with Limited Availability	

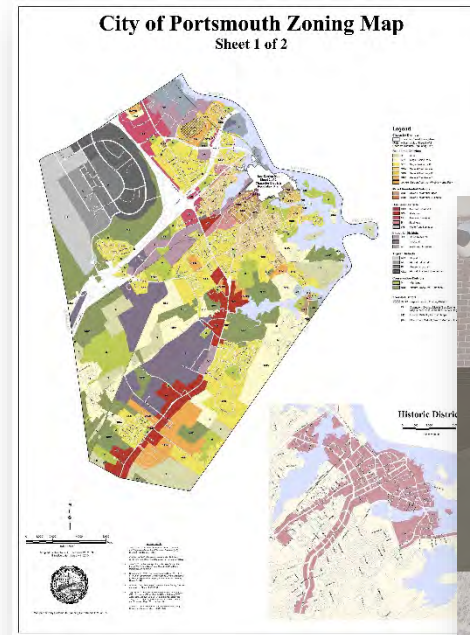
Description: This Plan would support the Master Plan update goal of managing and acquiring public open spaces for passive recreation and environmental preservation. The purposes of the plan would be to build on the comprehensive Public Urban Lands Assessment and identify and prioritize additional undeveloped land for passive recreation and wildlife preservation, provide land stewardship guidance for the City's conservation lands, and work to identify opportunities to expand and improve the City's trail network.

		FY18	FY19	FY20	FY21	FY22	FY23	Totals 18-23	6 PY's Funding	Totals
GF	100%	\$50,000						\$50,000	\$0	\$50,000
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	0%							\$0	\$0	\$0
Other	0%							\$0	\$0	\$0
Revenues	0%							\$0	\$0	\$0
PPP	0%							\$0	\$0	\$0
	Totals	\$50,000	\$0	\$0	\$0	\$0	\$0	\$50,000	\$0	\$50,000

BI-PL-20: LAND USE REGULATION REVISIONS

Department	Planning Department
Project Location	City-wide
Project Type	Design work or planning study
Commence FY	2018
Priority	A (need within 0 to 3 years)
Impact on Operating Budget	Negligible

Evaluation Criteria	Satisfy
Identified in Planning Document or Study: Master Plan	Y
Improves Quality of Existing Services	Y
Provides Added Capacity to Existing Services	
Addresses Public Health or Safety Need	
Reduces Long-Term Operating Costs	
Alleviates Substandard Conditions or Deficiencies	
Provides Incentive to Economic Development	
Responds to Federal or State Requirement	
Eligible for Matching Funds with Limited Availability	



Description: This project will include revisions and related updates to the City's land use regulations including the Zoning Ordinance, Site Plan Review and Subdivision Regulations.

		FY18	FY19	FY20	FY21	FY22	FY23	Totals 18-23	6 PY's Funding	Totals
GF	100%	\$50,000						\$50,000	\$0	\$50,000
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	0%							\$0	\$0	\$0
Other	0%							\$0	\$0	\$0
Revenues	0%							\$0	\$0	\$0
PPP	0%							\$0	\$0	\$0
	Totals	\$50,000	\$0	\$0	\$0	\$0	\$0	\$50,000	\$0	\$50,000

BI-PW-22: CITY-WIDE TREE REPLACEMENT PROGRAM

Department	Public Works
Project Location	City-Wide
Project Type	Upgrade Existing Facilities
Commence FY	On-Going
Priority	O (ongoing or programmatic)
Impact on Operating Budget	Negligible

Evaluation Criteria	Satisfy
Identified in Planning Document or Study	
Improves Quality of Existing Services	Y
Provides Added Capacity to Existing Services	
Addresses Public Health or Safety Need	
Reduces Long-Term Operating Costs	
Alleviates Substandard Conditions or Deficiencies	
Provides Incentive to Economic Development	
Responds to Federal or State Requirement	
Eligible for Matching Funds with Limited Availability	



Description: This program allows for the reforestation of streets where the trees have succumbed to the urban condition. Selection of urban-tolerant species will be required. This program is run by the Public Works Department in conjunction with the Trees and Public Greenery Committee.

		FY18	FY19	FY20	FY21	FY22	FY23	Totals 18-23	6 PY's Funding	Totals
GF	100%	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$120,000	\$120,000	\$240,000
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	0%							\$0	\$0	\$0
Other	0%							\$0	\$0	\$0
Revenues	0%							\$0	\$0	\$0
PPP	0%							\$0	\$0	\$0
	Totals	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$120,000	\$120,000	\$240,000

BI-PW-27: CITY FIELDS LIGHTING

Department	Public Works Department
Project Location	
Project Type	Rehabilitation of an Existing Facilities
Commence FY	2018
Priority	A (needed within 0 to 3 years)
Impact on Operating Budget	Reduce

Evaluation Criteria	Satisfy
Identified in Planning Document or Study	
Improves Quality of Existing Services	
Provides Added Capacity to Existing Services	
Addresses Public Health or Safety Need	
Reduces Long-Term Operating Costs	
Alleviates Substandard Conditions or Deficiencies	Y
Provides Incentive to Economic Development	
Responds to Federal or State Requirement	
Eligible for Matching Funds with Limited Availability	



Description: The sports lighting at Leary Field and at the High School athletic fields complex are thirty years old and at the end of their useful life. The City is unable to purchase replacement parts for these systems. The Leary field includes baseball, soccer, tennis and a practice field.

		FY18	FY19	FY20	FY21	FY22	FY23	Totals 18-23	6 PY's Funding	Totals
GF	0%							\$0	\$0	\$0
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	100%	\$600,000						\$600,000	\$0	\$600,000
Other	0%							\$0	\$0	\$0
Revenues	0%							\$0	\$0	\$0
PPP	0%							\$0	\$0	\$0
	Totals	\$600,000	\$0	\$0	\$0	\$0	\$0	\$600,000	\$0	\$600,000

BI-PW/FED-28: SOUND BARRIERS IN RESIDENTIAL AREAS ALONG I-95

Department	Public Works
Project Location	Interstate 95 Corridor
Project Type	Construction or expansion of a new public facility, street or utility
Commence FY	2018
Priority	A (needed within 0 to 3 years)
Impact on Operating Budget	Negligible

Evaluation Criteria	Satisfy
Identified in Planning Document or Study	
Improves Quality of Existing Services	
Provides Added Capacity to Existing Services	
Addresses Public Health or Safety Need	Y
Reduces Long-Term Operating Costs	
Alleviates Substandard Conditions or Deficiencies	
Provides Incentive to Economic Development	
Responds to Federal or State Requirement	
Eligible for Matching Funds with Limited Availability	



Description: The purpose of this project is to mitigate sound pollution in neighborhoods along Interstate 95, including the Pannaway Manor neighborhood. The City is pursuing Federal funding requiring a local match in cooperation with the State of New Hampshire.

		FY18	FY19	FY20	FY21	FY22	FY23	Totals 18-23	6 PY's Funding	Totals
GF	14%	\$50,000						\$50,000	\$50,000	\$100,000
Fed/ State	86%	\$600,000						\$600,000	\$0	\$600,000
Bond/ Lease	0%							\$0	\$0	\$0
Other	0%							\$0	\$0	\$0
Revenues	0%							\$0	\$0	\$0
PPP	0%							\$0	\$0	\$0
	Totals	\$650,000	\$0	\$0	\$0	\$0	\$0	\$650,000	\$50,000	\$700,000

BI-PW-29: HISTORIC CEMETERY IMPROVEMENTS

Department	Public Works
Project Location	City Wide
Project Type	Rehabilitation of a facility
Commence FY	On-Going
Priority	O (Ongoing and Programmatic)
Impact on Operating Budget	Negligible

Evaluation Criteria	Satisfy
Identified in Planning Document or Study – Cemetery Existing Conditions Assessment and Restoration Plan (2013)	Y
Improves Quality of Existing Services	Y
Provides Added Capacity to Existing Services	
Addresses Public Health or Safety Need	
Reduces Long-Term Operating Costs	
Alleviates Substandard Conditions or Deficiencies	
Provides Incentive to Economic Development	
Responds to Federal or State Requirement	
Eligible for Matching Funds with Limited Availability	



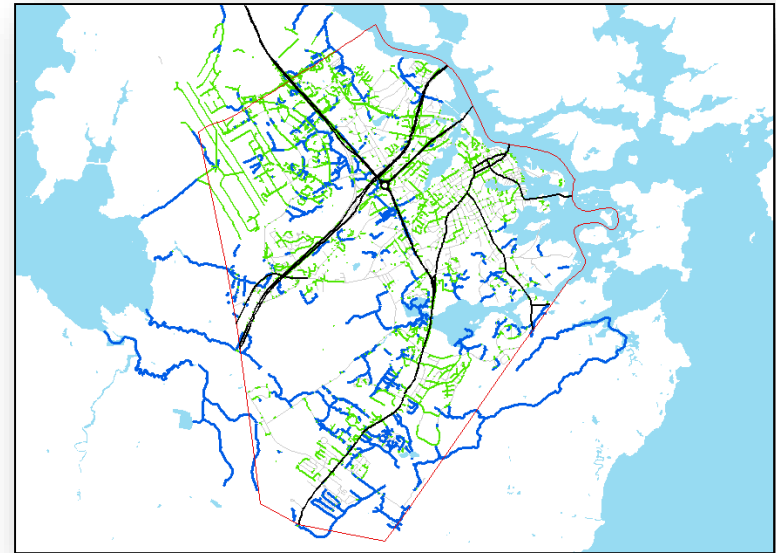
Description: The City owns six (6) historic burial grounds and cemeteries at various locations throughout the City and is responsible for the continual upkeep and maintenance of the grounds, headstones, hill, ledger, chest tombs, cemetery walls and other related structures. The City carried out an assessment of these valuable historic resources and created a prioritized list of restoration and repair projects which will be undertaken over a multi-year period.

		FY18	FY19	FY20	FY21	FY22	FY23	Totals 18-23	6 PY's Funding	Totals
GF	85%	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$240,000	\$160,000	\$400,000
Fed/ State	15%	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$60,000	\$10,000	\$70,000
Bond/ Lease	0%							\$0	\$0	\$0
Other	0%							\$0	\$0	\$0
Revenues	0%							\$0	\$0	\$0
Donation	0%							\$0	\$2,000	\$2,000
	Totals	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$300,000	\$172,000	\$472,000

BI-PW-31: CITY-WIDE STORM DRAINAGE IMPROVEMENTS

Department	Public Works
Project Location	City-Wide
Project Type	Construction or expansion of a new public facility, street or utility
Commence FY	On-Going
Priority	O (ongoing or programmatic)
Impact on Operating Budget	High

Evaluation Criteria	Satisfy
Identified in Planning Document or Study: Stormwater Master Plan	Y
Improves Quality of Existing Services	Y
Provides Added Capacity to Existing Services	
Addresses Public Health or Safety Need	
Reduces Long-Term Operating Costs	
Alleviates Substandard Conditions or Deficiencies	
Provides Incentive to Economic Development	
Responds to Federal or State Requirement	Y
Eligible for Matching Funds with Limited Availability	



Description: The City owns and maintains approximately sixty-one (61) miles of storm-drains, four-thousand seven-hundred (4,700) catch basins and four-hundred fifty (450) drain outfalls. Many of these structures are failing and are in need of upgrades. These projects include drainage improvements along Maplewood Avenue, Junkins Avenue, Corporate Drive, and Union Street. In addition to pipe work, the existing storm water ponds and swales need to be dredged of deposited materials to regain capacity to handle future storm events.

		FY18	FY19	FY20	FY21	FY22	FY23	Totals 18-23	6 PY's Funding	Totals
GF	100%	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$1,200,000	\$450,000	\$1,650,000
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	0%							\$0	\$0	\$0
Other	0%							\$0	\$0	\$0
Revenues	0%							\$0	\$0	\$0
PPP	0%							\$0	\$0	\$0
	Totals	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$1,200,000	\$450,000	\$1,650,000

BI-PW-33: HANOVER PARKING FACILITY – CAPITAL IMPROVEMENTS

Department	Public Works – Parking and Transportation Division
Project Location	Hanover Street
Project Type	Rehabilitation of a facility
Commence FY	On-Going
Priority	O (ongoing or programmatic)
Impact on Operating Budget	Negligible

Evaluation Criteria	Satisfy
Identified in Planning Document or Study: Structural Evaluation, Walker, 2015	Y
Improves Quality of Existing Services	Y
Provides Added Capacity to Existing Services	
Addresses Public Health or Safety Need	
Reduces Long-Term Operating Costs	
Alleviates Substandard Conditions or Deficiencies	
Provides Incentive to Economic Development	
Responds to Federal or State Requirement	
Eligible for Matching Funds with Limited Availability	



Description: This project provides funding for maintenance needs at the Hanover Parking Garage. Funding is allocated on a scheduled basis to fund major renovation needs for the original structure. In FY15 a structural evaluation was completed which identified necessary upgrades to be able to continue to use the garage. Construction of these upgrades will be completed once the City's new parking garage is complete. In the interim, minor upgrades will be completed.

		FY18	FY19	FY20	FY21	FY22	FY23	Totals 18-23	6 PY's Funding	Totals
GF	0%							\$0	\$0	\$0
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	0%							\$0	\$0	\$0
Other	0%							\$0	\$0	\$0
Revenues	100%	\$50,000	\$5,000,000	\$50,000	\$50,000	\$50,000	\$50,000	\$5,250,000	\$850,000	\$6,100,000
PPP	0%							\$0	\$0	\$0
	Totals	\$50,000	\$5,000,000	\$50,000	\$50,000	\$50,000	\$50,000	\$5,250,000	\$850,000	\$6,100,000

III. INFORMATION SYSTEMS



IS-IT-01: INFORMATION TECHNOLOGY UPGRADES AND REPLACEMENTS

Department	Finance Department
Project Location	City-Wide
Project Type	Equipment (non vehicular)
Commence FY	Ongoing
Priority	O (ongoing or programmatic)
Impact on Operating Budget	Negligible

Evaluation Criteria	Satisfy
Identified in Planning Document or Study	
Improves Quality of Existing Services	
Provides Added Capacity to Existing Services	
Addresses Public Health or Safety Need	
Reduces Long-Term Operating Costs	Y
Alleviates Substandard Conditions or Deficiencies	
Provides Incentive to Economic Development	
Responds to Federal or State Requirement	
Eligible for Matching Funds with Limited Availability	



Description: The Information Technology Upgrades Replacements incorporates the General Government (City Hall, Public Works, Recreation, and Library), Police, Fire and School Departments technology needs. The replacement/ upgrade of computers, servers and other technology upgrades follow by location for FY18.

		FY18	FY19	FY20	FY21	FY22	FY23	Totals 18-23	6 PY's Funding	Totals
GF	0%							\$0	\$0	\$0
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	0%							\$0	\$0	\$0
GF (Non-Operating)	100%	\$676,158	\$638,058	\$675,958	\$675,258	\$719,758	\$581,558	\$3,966,748	\$1,779,400	\$5,746,148
Revenues	0%							\$0	\$0	\$0
PPP	0%							\$0	\$0	\$0
	Totals	\$676,158	\$638,058	\$675,958	\$675,258	\$719,758	\$581,558	\$3,966,748	\$1,779,400	\$5,746,148

IS-IT-01: INFORMATION TECHNOLOGY UPGRADES AND REPLACEMENTS

Computers/Notebooks

(Costs include installation)

Location	Inventory	FY 18	FY 19	FY 20	FY 21	FY 22	FY 23
City Hall	102				50	52	52
Public Works	67	37	30				
Library	95	45	17	45	17	45	17
Recreation	11			11			
Police	121	25	25	25	25	25	25
Fire	19	2	16	2	2	2	16
Total Computers	415	109	88	83	94	124	110

<u>Cost of Replacement</u>	FY 18	FY 19	FY 20	FY 21	FY 22	FY 23
City Hall				\$45,000	\$46,800	\$46,800
Public Works	\$33,300	\$27,000				
Library	\$40,500	\$15,300	\$40,500	\$15,300	\$40,500	\$15,300
Recreation			\$11,000			
Police	\$48,100	\$48,100	\$48,100	\$48,100	\$48,100	\$48,100
Fire	\$2,800	\$12,600	\$2,800	\$2,800	\$2,800	\$12,600
Computers/Monitors Cost per Year	\$124,700	\$103,000	\$102,400	\$111,200	\$138,200	\$122,800

IS-IT-01: INFORMATION TECHNOLOGY UPGRADES AND REPLACEMENTS

Servers

(Costs include installation and software)

Location	Inventory	FY 18	FY 19	FY 20	FY 21	FY 22	FY 23
Citywide	17	4	4	4	4	4	4
Public Works							
Recreation							
Police	9	2	2	2	2	2	2
Fire							
Total Servers	26	6	6	6	6	6	6

<u>Cost of Replacement</u>	FY 18	FY 19	FY 20	FY 21	FY 22	FY 23
Citywide	\$32,000	\$32,000	\$32,000	\$32,000	\$32,000	\$32,000
Public Works						
Recreation						
Police	\$16,000	\$16,000	\$16,000	\$16,000	\$16,000	\$16,000
Fire						
Servers Cost per Year	\$48,000	\$48,000	\$48,000	\$48,000	\$48,000	\$48,000

IS-IT-01: INFORMATION TECHNOLOGY UPGRADES AND REPLACEMENTS

Other Technology Replacements and Upgrades

Location	FY 18	FY 19	FY 20	FY 21	FY 22	FY 23
Citywide						
Plotter City Hall (1)	\$5,000			\$5,000		
Microsoft Office (320 Citywide)			\$75,000			
Spam Filter (300 Hardware/Software)	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
Channel 22 technology equipment		\$15,000			\$25,000	
Projectors (2)			\$2,000	\$2,000		\$2,000
Network Management System (City Wide)	\$80,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
WAN Switches (4)	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Content Management System (CMS)					\$80,000	
Finance Software/Hardware				\$50,000		
Total City Hall	\$100,000	\$40,000	\$102,000	\$82,000	\$130,000	\$27,000
Public Works						
Network Cameras				\$20,000		
Radios (80)		\$20,000	\$20,000			
WAN Switches (2)		\$10,000				
Total Public Works	\$0	\$30,000	\$20,000	\$20,000	\$0	\$0
Library						
Projectors (1)				\$15,000		
WAN Switches (1)		\$5,000				
HD Video Magnifier with Text-to-Speech	\$3,500					\$3,500
Total Library	\$3,500	\$5,000	\$0	\$15,000	\$0	\$3,500

IS-IT-01: INFORMATION TECHNOLOGY UPGRADES AND REPLACEMENTS

Other Technology Replacements and Upgrades

Location	FY 18	FY 19	FY 20	FY 21	FY 22	FY 23
Police						
Radios-portable (154)	\$23,250	\$23,250	\$23,250	\$23,250	\$23,250	\$23,250
Radios-mobile (42)	\$13,500	\$13,500	\$13,500	\$13,500	\$13,500	\$13,500
Printers (68)	\$2,700	\$2,700	\$2,700	\$2,700	\$2,700	\$2,700
CJIS Compliance	\$3,400	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
Projectors (9)	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000
Firewalls (4)	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000
Tape back ups (2)	\$3,000		\$3,000		\$3,000	
Scanners (14)	\$1,500		\$1,500		\$1,500	
Dispatch Center Equipment Replacement	\$261,858	\$261,858	\$261,858	\$261,858	\$261,858	\$261,858
Total Police	\$314,208	\$311,308	\$315,808	\$311,308	\$315,808	\$311,308
Fire						
Radios- portable (55)	\$18,000	\$18,000	\$18,000	\$18,000	\$18,000	\$18,000
Radios- mobile (44)	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
Printers (13)	\$2,750	\$2,750	\$2,750	\$2,750	\$2,750	\$2,750
WAN Swtiches (3)		\$15,000				
Projectors (5)			\$2,000	\$2,000	\$2,000	\$2,000
Total Fire	\$25,750	\$40,750	\$27,750	\$27,750	\$27,750	\$27,750
School Department						
Wifi Access Points		\$15,000		\$5,000	\$5,000	
Classroom LCD Projectors		\$5,000		\$15,000		\$15,000
Virtual Desktop Interface (VDI) Expansion	\$15,000	\$10,000	\$15,000	\$30,000	\$15,000	\$30,000
Video Distribution Server			\$30,000			
Printers			\$5,000			\$5,000
LAN Network Switches	\$45,000		\$10,000	\$10,000	\$10,000	\$10,000
WAN Switches (6)		\$30,000			\$30,000	
Total School	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000
Other Technology Replacement/Upgrades Cost per Year	\$503,458	\$487,058	\$525,558	\$516,058	\$533,558	\$429,558

IS-IT-01: INFORMATION TECHNOLOGY UPGRADES AND REPLACEMENTS

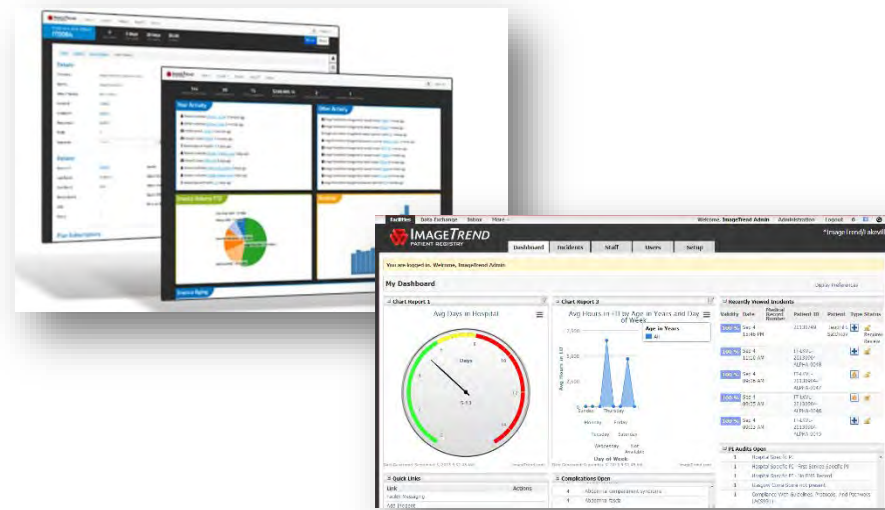
Totals by Location

	FY 18	FY 19	FY 20	FY 21	FY 22	FY 23
Citywide	\$132,000	\$72,000	\$134,000	\$159,000	\$208,800	\$105,800
Public Works	\$33,300	\$57,000	\$20,000	\$20,000	\$0	\$0
Library	\$44,000	\$20,300	\$40,500	\$30,300	\$40,500	\$0
Recreation	\$0	\$0	\$11,000	\$0	\$0	\$0
Police	\$378,308	\$375,408	\$379,908	\$375,408	\$379,908	\$375,408
Fire	\$28,550	\$53,350	\$30,550	\$30,550	\$30,550	\$40,350
School	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000
Total Information Technology Replacement and Upgrades	\$676,158	\$638,058	\$675,958	\$675,258	\$719,758	\$581,558

IS-FD-02: INCIDENT REPORTING AND DATA MANAGEMENT SYSTEM

Department	Fire Department
Project Location	Department-wide
Project Type	Other (explained below)
Commence FY	2018
Priority	A (needed within 0 to 3 years)
Impact on Operating Budget	Minimal

Evaluation Criteria	Satisfy
Identified in Planning Document or Study	
Improves Quality of Existing Services	Y
Provides Added Capacity to Serve Growth	
Addresses Public Health or Safety Need	
Reduces Long-Term Operating Costs	Y
Alleviates Substandard Conditions or Deficiencies	
Provides Incentive to Economic Development	
Responds to Federal or State Requirement	
Eligible for Matching Funds with Limited Availability	



Description: The department is looking at a secure, web-based records management and reporting system. This will provide for complete and accurate incident reporting, data collection and analysis, along with staff and equipment management. The system will be compatible with current computer aided dispatch product used at the City’s dispatch center. It will also adhere with the State of NH Fire and Emergency Medical Reporting requirements.

		FY18	FY19	FY20	FY21	FY22	FY23	Totals 18-23	6 PY's Funding	Totals
GF	0%							\$0	\$0	\$0
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	0%							\$0	\$0	\$0
GF (Non-Operating)	100%	\$39,000						\$39,000	\$0	\$39,000
Revenues	0%							\$0	\$0	\$0
PPP	0%							\$0	\$0	\$0
	Totals	\$39,000	\$0	\$0	\$0	\$0	\$0	\$39,000	\$0	\$39,000

IV. TRANSPORTATION MANAGEMENT



TSM-PW-01: FREE PUBLIC PARKING/ SHARED LOT AGREEMENTS

Department	Public Works – Parking and Transportation Division
Project Location	City-Wide
Project Type	Rehabilitation of a facility
Commence FY	On-Going
Priority	O (ongoing or programmatic)
Impact on Operating Budget	Negligible



Evaluation Criteria	Satisfy
Identified in Planning Document or Study	
Improves Quality of Existing Services	Y
Provides Added Capacity to Existing Services	Y
Addresses Public Health or Safety Need	
Reduces Long-Term Operating Costs	
Alleviates Substandard Conditions or Deficiencies	
Provides Incentive to Economic Development	
Responds to Federal or State Requirement	
Eligible for Matching Funds with Limited Availability	

Description: The City makes available free parking lots for long-term parking in close proximity to the downtown. The City maintains shared lot agreements with a number of private company owners including the St. John’s Masonic Association and the Connect Community Church.

		FY18	FY19	FY20	FY21	FY22	FY23	Totals 18-23	6 PY's Funding	Totals
GF	0%							\$0	\$0	\$0
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	0%							\$0	\$0	\$0
Unmet Parking Credits	25%							\$0	\$126,000	\$126,000
Revenues	75%	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$360,000	\$17,000	\$377,000
PPP	0%							\$0	\$0	\$0
	Totals	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$360,000	\$143,000	\$503,000

TSM-PW-02: PARKING LOT PAVING

Department	Public Works – Parking and Transportation Division
Project Location	City-Wide
Project Type	Paving and Lot Upgrades
Commence FY	On-Going
Priority	O (ongoing or programmatic)
Impact on Operating Budget	Negligible



Evaluation Criteria	Satisfy
Identified in Planning Document or Study	
Improves Quality of Existing Services	Y
Provides Added Capacity to Existing Services	
Addresses Public Health or Safety Need	
Reduces Long-Term Operating Costs	
Alleviates Substandard Conditions or Deficiencies	
Provides Incentive to Economic Development	
Responds to Federal or State Requirement	
Eligible for Matching Funds with Limited Availability	

Description: Similar to city streets, parking lots require maintenance and periodic repaving. The most recent parking lot paving projects included the Worth Lot and Municipal Complex Lower Lot.

The City owns metered parking lots (Bridge Street, Worth, Court Street and Memorial Bridge Lot) and six unmetered parking lots (Prescott Park, Parrott Avenue, South Mill Road, Rockingham Street, the Municipal Complex and Rockland Street).

		FY18	FY19	FY20	FY21	FY22	FY23	Totals 18-23	6 PY's Funding	Totals
GF	0%							\$0	\$0	\$0
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	0%							\$0	\$0	\$0
Other	0%							\$0	\$0	\$0
Revenues	100%	\$150,000	\$300,000	\$100,000	\$100,000	\$100,000	\$100,000	\$850,000	\$800,000	\$1,650,000
PPP	0%							\$0	\$0	\$0
	Totals	\$150,000	\$300,000	\$100,000	\$100,000	\$100,000	\$100,000	\$850,000	\$800,000	\$1,650,000

TSM-PW-03: PARKING METERS

Department	Public Works – Parking and Transportation Division
Project Location	Downtown Business District
Project Type	Upgrade Existing Facilities
Commence FY	On-Going
Priority	O (ongoing or programmatic)
Impact on Operating Budget	Negligible

Evaluation Criteria	Satisfy
Identified in Planning Document or Study	
Improves Quality of Existing Services	Y
Provides Added Capacity to Existing Services	
Addresses Public Health or Safety Need	
Reduces Long-Term Operating Costs	
Alleviates Substandard Conditions or Deficiencies	
Provides Incentive to Economic Development	
Responds to Federal or State Requirement	
Eligible for Matching Funds with Limited Availability	



Description: The City is looking to update and replace older “coin only” parking meters with credit card/coin ready “smart” meters. Additionally, older multi-space meters will be upgraded to a compatible technology.

		FY18	FY19	FY20	FY21	FY22	FY23	Totals 18-23	6 PY's Funding	Totals
GF	0%							\$0	\$0	\$0
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	0%							\$0	\$0	\$0
Other	0%							\$0	\$0	\$0
Revenues	100%	\$45,000	\$45,000	\$45,000	\$45,000	\$45,000	\$45,000	\$270,000	\$290,000	\$560,000
PPP	0%							\$0	\$0	\$0
	Totals	\$45,000	\$45,000	\$45,000	\$45,000	\$45,000	\$45,000	\$270,000	\$290,000	\$560,000

TSM-CD-04: CHESTNUT STREET PEDESTRIAN CONNECTOR

Department	Community Development Department
Project Location	Former roadway bed between State Street and Porter Street
Project Type	Construction or expansion of a public facility, street or utility
Commence FY	2017
Priority	A (needed within 0 to 3 years)
Impact on Operating Budget	Negligible



Evaluation Criteria	Satisfy
Identified in Planning Document or Study: Bicycle and Pedestrian Plan 2014	Y
Improves Quality of Existing Services	Y
Provides Added Capacity to Existing Services	
Addresses Public Health or Safety Need	
Reduces Long-Term Operating Costs	
Alleviates Substandard Conditions or Deficiencies	
Provides Incentive to Economic Development	Y
Responds to Federal or State Requirement	
Eligible for Matching Funds with Limited Availability	

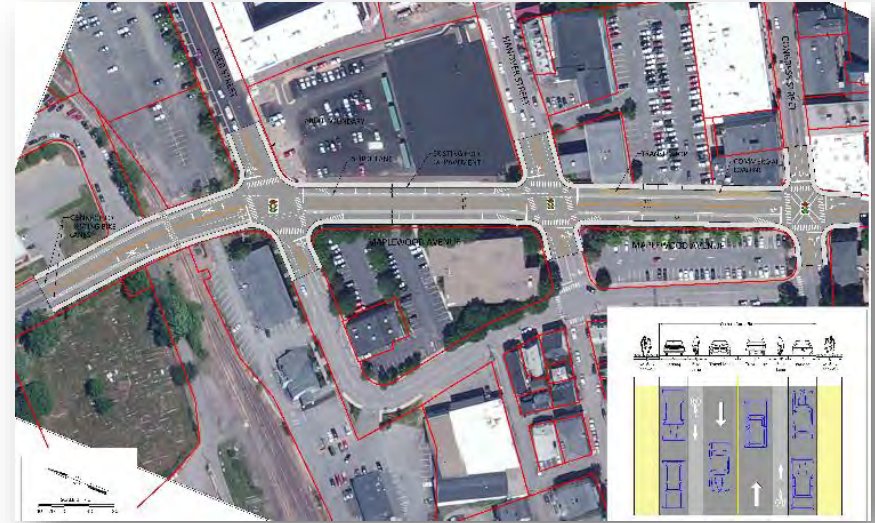
Description: The purpose of this project is to improve pedestrian safety and promote wayfinding along the Chestnut Street corridor to Vaughn Mall and beyond. This project will formalize and improve the City's existing right to a crossing between State Street and Porter Street along an abandoned roadway bed and improve access to the newly completed African Burying Ground from Congress Street.

		FY18	FY19	FY20	FY21	FY22	FY23	Totals 18-23	6 PY's Funding	Totals
GF	100%	\$50,000	\$100,000					\$150,000	\$50,000	\$200,000
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	0%							\$0	\$0	\$0
Other	0%							\$0	\$0	\$0
Revenues	0%							\$0	\$0	\$0
PPP	0%							\$0	\$0	\$0
	Totals	\$50,000	\$100,000	\$0	\$0	\$0	\$0	\$150,000	\$50,000	\$200,000

TSM-CD-05: DOWNTOWN MAPLEWOOD AVENUE AREA COMPLETE STREET PROJECT

Department	Planning Department and Public Works
Project Location	Maplewood Avenue from Congress Street to Vaughan Street
Project Type	Rehabilitation of Existing Facilities
Commence FY	2017
Priority	A (needed within 0 to 3 years)
Impact on Operating Budget	Negligible

Evaluation Criteria	Satisfy
Identified in Planning Document or Study: Bicycle and Pedestrian Plan 2014 , Maplewood Ave Complete Street Study	Y
Improves Quality of Existing Services	Y
Provides Added Capacity to Existing Services	Y
Addresses Public Health or Safety Need	
Reduces Long-Term Operating Costs	
Alleviates Substandard Conditions or Deficiencies	
Provides Incentive to Economic Development	Y
Responds to Federal or State Requirement	
Eligible for Matching Funds with Limited Availability	



Description: The goals are to enhance the comfort, appeal and safety of this approximately ¼ mile corridor. This project is intended for planning, design and construction and will include sidewalk widening, bike lanes, crosswalk improvements, travel lane reductions, related underground utility work as well as roadway reconstruction. Partial funding will be provided by developers of abutting parcels.

		FY18	FY19	FY20	FY21	FY22	FY23	Totals 18-23	6 PY's Funding	Totals
GF	19%							\$0	\$167,000	\$167,000
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	52%	\$450,000						\$450,000	\$0	\$450,000
Other	0%							\$0	\$0	\$0
Revenues	0%							\$0	\$0	\$0
PPP (Portwalk)	29%							\$0	\$250,000	\$250,000
	Totals	\$450,000	\$0	\$0	\$0	\$0	\$0	\$450,000	\$417,000	\$867,000

TSM-PW-06: NORTH MILL POND MULTI-USE PATH

Department	Planning Department and Public Works
Project Location	North Mill Pond Shoreline Market St to Barlett St.
Project Type	Construction or expansion of public facility
Commence FY	2017
Priority	A (needed within 0 to 3 years)
Impact on Operating Budget	Minimal



Description: The North Mill Pond Multi-Use Path would be a paved path for use by bicycles and pedestrians extending from Market Street to Bartlett Street, with a brief on-road connection on Maplewood Ave. As proposed, the path would be a minimum of ten-feet (10') wide and two-feet (2') of clear space on either side. Phase 1 of this project would include design of the entire corridor as well as construction for the portion extending from Bartlett St to Maplewood Ave. Phase 2 will address the extension from Maplewood Ave to Market Street, where significant private investment is anticipated.

Evaluation Criteria	Satisfy
Identified in Planning Document or Study – Bicycle and Pedestrian Plan 2014	Y
Improves Quality of Existing Services	Y
Provides Added Capacity to Existing Services	Y
Addresses Public Health or Safety Need	
Reduces Long-Term Operating Costs	
Alleviates Substandard Conditions or Deficiencies	
Provides Incentive to Economic Development	
Responds to Federal or State Requirement	
Eligible for Matching Funds with Limited Availability	

		FY18	FY19	FY20	FY21	FY22	FY23	Totals 18-23	6 PY's Funding	Totals
GF	3%							\$0	\$100,000	\$100,000
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	78%	\$500,000					\$2,500,000	\$3,000,000	\$0	\$3,000,000
Other	0%							\$0	\$0	\$0
Revenues	0%							\$0	\$0	\$0
PPP	19%	\$250,000					\$500,000	\$750,000	\$0	\$750,000
	Totals	\$750,000	\$0	\$0	\$0	\$0	\$3,000,000	\$3,750,000	\$100,000	\$3,850,000

TSM-CD/NH-07: HAMPTON BRANCH RAIL TRAIL

Department	Planning Department
Project Location	Former Hampton Branch Rail Line
Project Type	New Construction
Commence FY	2017
Priority	A (needed within 0 to 3 years)
Impact on Operating Budget	Minimal

Evaluation Criteria	Satisfy
Identified in Planning Document or Study: Bicycle and Pedestrian Plan 2014	Y
Improves Quality of Existing Services	Y
Provides Added Capacity to Existing Services	
Addresses Public Health or Safety Need	
Reduces Long-Term Operating Costs	
Alleviates Substandard Conditions or Deficiencies	
Provides Incentive to Economic Development	Y
Responds to Federal or State Requirement	
Eligible for Matching Funds with Limited Availability	



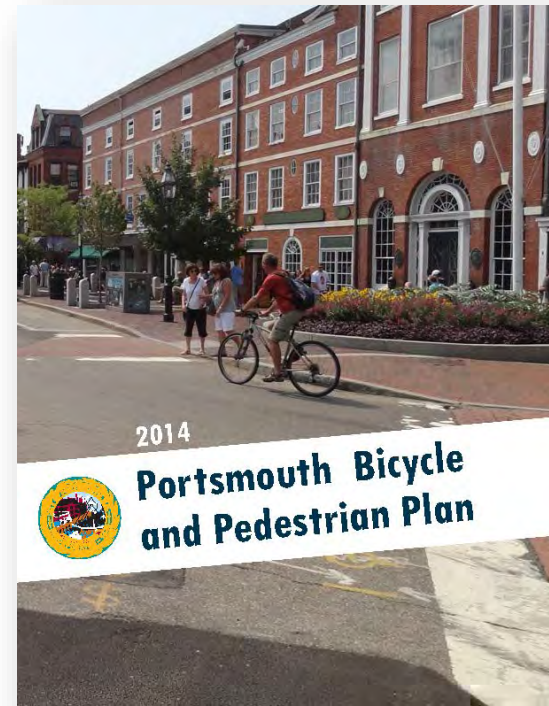
Description: The abandoned rail corridor from Portsmouth to Hampton includes 3.6 miles in Portsmouth. This corridor has been designated as the future off-road route of the NH Seacoast Greenway. The NH Department of Transportation has funding to acquire the rail corridor, as well as partial funding to convert it to a multi-use trail. NHDOT is currently finalizing the acquisition of the right-of-way and expects to start construction in 2017, in partnership with communities along the corridor. The Portsmouth portion will be constructed in phases, beginning with the 0.8 mile segment between Barberry Lane and Route 33. The budget estimates assume that the City will be responsible for design costs and approximately 40% of the construction costs.

		FY18	FY19	FY20	FY21	FY22	FY23	Totals 18-23	6 PY's Funding	Totals
GF	16%	\$225,000	\$206,000	\$200,000				\$631,000	\$319,000	\$950,000
Fed/ State	75%	\$72,000	\$62,000	\$56,000				\$190,000	\$4,170,000	\$4,360,000
Bond/ Lease	0%							\$0	\$0	\$0
Other	9%	\$108,000	\$93,000	\$84,000				\$285,000	\$255,000	\$540,000
Revenues	0%							\$0	\$0	\$0
PPP	0%							\$0	\$0	\$0
Totals		\$405,000	\$361,000	\$340,000	\$0	\$0	\$0	\$1,106,000	\$4,744,000	\$5,850,000

TSM-PL-08: BICYCLE / PEDESTRIAN PLAN IMPLEMENTATION

Department	Planning Department and Public Works
Project Location	City-wide
Project Type	Construction or expansion of a public facility, street or utility
Commence FY	Ongoing
Priority	O (Ongoing)
Impact on Operating Budget	Negligible

Evaluation Criteria	Satisfy
Identified in Planning Document or Study: Bicycle and Pedestrian Plan 2014	Y
Improves Quality of Existing Services	Y
Provides Added Capacity to Existing Services	Y
Addresses Public Health or Safety Need	
Reduces Long-Term Operating Costs	
Alleviates Substandard Conditions or Deficiencies	Y
Provides Incentive to Economic Development	Y
Responds to Federal or State Requirement	
Eligible for Matching Funds with Limited Availability	



Description: This project is to implement the projects identified in the Bicycle and Pedestrian Plan. Demand for bicycle and pedestrian facilities continues to grow and these funds will be used as opportunities become available to expand and improve the City-wide bicycle and pedestrian networks.

		FY18	FY19	FY20	FY21	FY22	FY23	Totals 18-23	6 PY's Funding	Totals
GF	26%	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$300,000	\$50,000	\$350,000
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	74%							\$0	\$1,000,000	\$1,000,000
Other	0%							\$0	\$0	\$0
Revenues	0%							\$0	\$0	\$0
PPP	0%							\$0	\$0	\$0
	Totals	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$300,000	\$1,050,000	\$1,350,000

TSM-PW/NH-10: US ROUTE 1 NEW SIDEPATH CONSTRUCTION

Department	Planning Department and Public Works
Project Location	US Route 1 from Andrew Jarvis to Elwyn Rd
Project Type	New Construction
Commence FY	2021
Priority	B (needed within 4 to 6 years)
Impact on Operating Budget	Minimal



Evaluation Criteria	Satisfy
Identified in Planning Document or Study: Bicycle and Pedestrian Plan 2014	Y
Improves Quality of Existing Services	Y
Provides Added Capacity to Existing Services	
Addresses Public Health or Safety Need	
Reduces Long-Term Operating Costs	
Alleviates Substandard Conditions or Deficiencies	
Provides Incentive to Economic Development	Y
Responds to Federal or State Requirement	
Eligible for Matching Funds with Limited Availability	

Description: This project calls for creation of a walkable and bikeable connection for neighborhoods and destinations along Route 1 through construction of ten ft. sidepaths on each side of road in available NH DOT right-of-way. This will be a phased project, the first phase of which will extend from the intersection of Elwyn Road/Peverly Hill Road to Heritage Ave to correspond with the NHDOT Route 1 Corridor Project. Most of the project falls within NHDOT jurisdiction, and requires coordination and permission from the state agency to implement and maintain. A separate but related project would add ADA-Compliant crosswalks and actuated pedestrian signals to cross Lafayette Rd at key intersections.

		FY18	FY19	FY20	FY21	FY22	FY23	Totals 18-23	6 PY's Funding	Totals
GF	17%	\$30,000	\$50,000	\$50,000	\$295,000			\$425,000	\$0	\$425,000
Fed/ State	83%						\$2,100,000	\$2,100,000	\$0	\$2,100,000
Bond/ Lease	0%							\$0	\$0	\$0
Other	0%							\$0	\$0	\$0
Revenues	0%							\$0	\$0	\$0
PPP	0%							\$0	\$0	\$0
	Totals	\$30,000	\$50,000	\$50,000	\$295,000	\$0	\$2,100,000	\$2,525,000	\$0	\$2,525,000

TSM-PW-14: ELWYN PARK SIDEWALKS PHASE I

Department	Public Works
Project Location	Elwyn Park (McKinley Rd, Harding Rd, Van Buren Rd, Filmore Rd)
Project Type	Construction or expansion of public facility
Commence FY	2018
Priority	A (needed within 0 to 3 years)
Impact on Operating Budget	Negligible

Evaluation Criteria	Satisfy
Identified in Planning Document or Study – Bicycle and Pedestrian Plan 2014	Y
Improves Quality of Existing Services	Y
Provides Added Capacity to Existing Services	Y
Addresses Public Health or Safety Need	Y
Reduces Long-Term Operating Costs	
Alleviates Substandard Conditions or Deficiencies	Y
Provides Incentive to Economic Development	
Responds to Federal or State Requirement	
Eligible for Matching Funds with Limited Availability	



Description: This project will provide a safe pedestrian connections throughout the Elwyn Park neighborhood. These improvements will be implemented in phases. The first phase will include roads with immediate access to the Dondero School.

		FY18	FY19	FY20	FY21	FY22	FY23	Totals 18-23	6 PY's Funding	Totals
GF	20%	\$20,000	\$78,000	\$150,000				\$248,000	\$0	\$248,000
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	80%				\$980,000			\$980,000	\$0	\$980,000
Other	0%							\$0	\$0	\$0
Revenues	0%							\$0	\$0	\$0
PPP	0%							\$0	\$0	\$0
	Totals	\$20,000	\$78,000	\$150,000	\$980,000	\$0	\$0	\$1,228,000	\$0	\$1,228,000

TSM-PW-17: CITY-WIDE SIDEWALK RECONSTRUCTION PROGRAM

Department	Public Works
Project Location	City-Wide
Project Type	Upgrade Existing Facilities
Commence FY	On-Going
Priority	O (ongoing or programmatic)
Impact on Operating Budget	Negligible



South Street



Dennett Street

Evaluation Criteria	Satisfy
Identified in Planning Document or Study: Sidewalk Condition Index 2015	Y
Improves Quality of Existing Services	Y
Provides Added Capacity to Existing Services	
Addresses Public Health or Safety Need	Y
Reduces Long-Term Operating Costs	
Alleviates Substandard Conditions or Deficiencies	
Provides Incentive to Economic Development	
Responds to Federal or State Requirement	
Eligible for Matching Funds with Limited Availability	

Description: This program is in conjunction with the ongoing Bicycle Pedestrian Plan. The sidewalk inventory consists of over seventy (70) miles of sidewalks, made from asphalt, concrete, brick, or stone. Reconstruction work is required to bring these to standard. Reconstruction is based upon need and is coordinated with other street improvements. To aid in prioritizing of sidewalk upgrades the DPW has completed a sidewalk condition inventory. This project includes sidewalks identified as being in poor to fair condition.

		FY18	FY19	FY20	FY21	FY22	FY23	Totals 18-23	6 PY's Funding	Totals
GF	0%							\$0	\$0	\$0
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	100%	\$800,000		\$800,000		\$800,000		\$2,400,000	\$2,200,000	\$4,600,000
Other	0%							\$0	\$0	\$0
Revenues	0%							\$0	\$0	\$0
PPP	0%							\$0	\$0	\$0
	Totals	\$800,000	\$0	\$800,000	\$0	\$800,000	\$0	\$2,400,000	\$2,200,000	\$4,600,000

TSM-PW-17: City-Wide Sidewalk Reconstruction Program

PROPOSED CAPITAL IMPROVEMENTS-SIDEWALKS

Fiscal Years 2018 and 2019

PROPOSED CAPITAL IMPROVEMENTS - EXISTING SIDEWALKS

*Sidewalk

Colonial Dr Area

Woodbury Ave (Market to Gosling)

Bartlett St

Willard Ave

Thornton St

Clinton

Suzanne Dr

Miscellaneous

*Project completion will be depend on available funds and bid results.

TSM-PW-18: CITY-WIDE TRAFFIC SIGNAL UPGRADE PROGRAM

Department	Public Works
Project Location	City-Wide
Project Type	Upgrade Existing Infrastructure
Commence FY	On-Going
Priority	O (ongoing or programmatic)
Impact on Operating Budget	Negligible



Evaluation Criteria	Satisfy
Identified in Planning Document or Study	
Improves Quality of Existing Services	Y
Provides Added Capacity to Existing Services	
Addresses Public Health or Safety Need	
Reduces Long-Term Operating Costs	
Alleviates Substandard Conditions or Deficiencies	
Provides Incentive to Economic Development	
Responds to Federal or State Requirement	
Eligible for Matching Funds with Limited Availability	

Description: The City continues to replace antiquated signal systems throughout the City. These replacements markedly improve traffic flow, emergency response, efficiency and safety at these intersections. The upgrades include new traffic signals, controllers, pedestrian indicators and minor roadwork at each intersection.

Proposed intersections include:

- Bartlett Street at Islington Street
- Granite Street at Woodbury Avenue
- Cabot Street at Islington Street
- Middle St. at Miller Ave.

		FY18	FY19	FY20	FY21	FY22	FY23	Totals 18-23	6 PY's Funding	Totals
GF	100%	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$600,000	\$600,000	\$1,200,000
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	0%							\$0	\$0	\$0
Other	0%							\$0	\$0	\$0
Revenues	0%							\$0	\$0	\$0
PPP	0%							\$0	\$0	\$0
	Totals	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$600,000	\$600,000	\$1,200,000

TSM-PW-19: CITY-WIDE INTERSECTION IMPROVEMENTS

Department	Public Works
Project Location	City-Wide
Project Type	Rehabilitation of a facility
Commence FY	On-Going
Priority	O (ongoing or programmatic)
Impact on Operating Budget	Negligible



Evaluation Criteria	Satisfy
Identified in Planning Document or Study	
Improves Quality of Existing Services	Y
Provides Added Capacity to Existing Services	
Addresses Public Health or Safety Need	Y
Reduces Long-Term Operating Costs	
Alleviates Substandard Conditions or Deficiencies	
Provides Incentive to Economic Development	
Responds to Federal or State Requirement	
Eligible for Matching Funds with Limited Availability	

Description: The Parking, Traffic, and Safety Committee receives numerous requests from neighborhoods throughout the City regarding traffic volumes, motor vehicle speeds, and pedestrian safety. A majority of these requests deal with street intersections which would be enhanced with minor modifications to the geometry of the streets at the intersections. This project would fund improvements to various intersections involving realignment, curbing, signage, and other traffic calming methods. These slight modifications will improve safety for both pedestrian and motor vehicle traffic.

		FY18	FY19	FY20	FY21	FY22	FY23	Totals 18-23	6 PY's Funding	Totals
GF	100%	\$100,000		\$100,000		\$100,000		\$300,000	\$250,000	\$550,000
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	0%							\$0	\$0	\$0
Other	0%							\$0	\$0	\$0
Revenues	0%							\$0	\$0	\$0
PPP	0%							\$0	\$0	\$0
	Totals	\$100,000	\$0	\$100,000	\$0	\$100,000	\$0	\$300,000	\$250,000	\$550,000

TSM-PW-20: WOODBURY/MARKET ST PEDESTRIAN INTERSECTION IMPROVEMENTS

Department	Public Works
Project Location	Woodbury Ave & Market Street Intersection
Project Type	Construction or expansion of public street
Commence FY	2018
Priority	A (needed within 0 to 3 years)
Impact on Operating Budget	Negligible



Evaluation Criteria	Satisfy
Identified in Planning Document or Study	
Improves Quality of Existing Services	Y
Provides Added Capacity to Serve Growth	Y
Addresses Public Health or Safety Need	Y
Reduces Long-Term Operating Costs	Y
Alleviates Substandard Conditions or Deficiencies	Y
Provides Incentive to Economic Development	
Responds to Federal or State Requirement	
Eligible for Matching Funds with Limited Availability	Y

Description: This project is intended to be coupled with the Woodbury Ave Signal Coordination and Upgrade CMAQ grant to create pedestrian refuge areas in this intersection. Pedestrian refuge islands are particularly suitable for wide two-way streets with four (4) or more lanes of moving traffic. They are particularly useful to persons with mobility disabilities, very old, or very young pedestrians who walk at slower speeds and persons who are in wheelchairs. The existing pedestrian ramps and signals will be upgraded as well.

		FY18	FY19	FY20	FY21	FY22	FY23	Totals 18-23	6 PY's Funding	Totals
GF	45%	\$219,000						\$219,000	\$0	\$219,000
Fed/ State	55%							\$0	\$269,942	\$269,942
Bond/ Lease	0%							\$0	\$0	\$0
Other	0%							\$0	\$0	\$0
Revenues	0%							\$0	\$0	\$0
PPP	0%							\$0	\$0	\$0
	Totals	\$219,000	\$0	\$0	\$0	\$0	\$0	\$219,000	\$269,942	\$488,942

TSM-PW-21: LAFAYETTE/ANDREW JARVIS INTERSECTION IMPROVEMENTS

Department	Public Works
Project Location	Lafayette Road
Project Type	Construction or Expansion of Street
Commence FY	2018
Priority	A (needed within 0 to 3 years)
Impact on Operating Budget	Negligible

Evaluation Criteria	Satisfy
Identified in Planning Document or Study	
Improves Quality of Existing Services	
Provides Added Capacity to Serve Growth	Y
Addresses Public Health or Safety Need	Y
Reduces Long-Term Operating Costs	
Alleviates Substandard Conditions or Deficiencies	Y
Provides Incentive to Economic Development	
Responds to Federal or State Requirement	
Eligible for Matching Funds with Limited Availability	



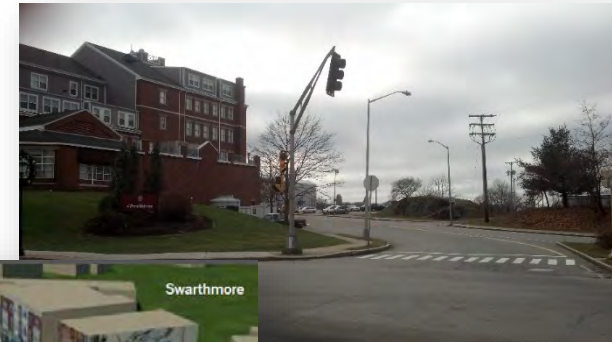
Description: Construction of improvements to intersection, including signalization of intersection, widening Andrew Jarvis Drive to provide separate left and right turn lanes, widening Lafayette Road to provide turning lanes, provide bus stop, crosswalks and bike lane on Lafayette Road. Construct ornamental stone wall at corner and reinstall the High School Sign.

		FY18	FY19	FY20	FY21	FY22	FY23	Totals 18-23	6 PY's Funding	Totals
GF	0%							\$0	\$0	\$0
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	100%	\$800,000						\$800,000	\$0	\$800,000
Other	0%							\$0	\$0	\$0
Revenues	0%							\$0	\$0	\$0
PPP	0%							\$0	\$0	\$0
	Totals	\$800,000	\$0	\$0	\$0	\$0	\$0	\$800,000	\$0	\$800,000

TSM-PW-22: RUSSELL/MARKET INTERSECTION UPGRADE

Department	Public Works
Project Location	Russell and Market Streets
Project Type	Rehabilitation of Existing Facilities
Commence FY	2018
Priority	A (needed within 0 to 3 years)
Impact on Operating Budget	Negligible

Evaluation Criteria	Satisfy
Identified in Planning Document or Study	
Improves Quality of Existing Services	
Provides Added Capacity to Serve Growth	Y
Addresses Public Health or Safety Need	Y
Reduces Long-Term Operating Costs	
Alleviates Substandard Conditions or Deficiencies	
Provides Incentive to Economic Development	
Responds to Federal or State Requirement	
Eligible for Matching Funds with Limited Availability	



Description: The volume of traffic at the intersection of Russell and Market Streets has increased over time. Improvements to the intersection are needed to improve traffic flow and safety. This work is anticipated to be completed in conjunction with the Market Street Gateway Project and nearby development projects.

		FY18	FY19	FY20	FY21	FY22	FY23	Totals 18-23	6 PY's Funding	Totals
GF	15%		\$200,000					\$200,000	\$0	\$200,000
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	75%			\$1,000,000				\$1,000,000	\$0	\$1,000,000
Other	0%							\$0	\$0	\$0
Revenues	0%							\$0	\$0	\$0
PPP	9%	\$50,000						\$50,000	\$75,000	\$125,000
	Totals	\$50,000	\$200,000	\$1,000,000	\$0	\$0	\$0	\$1,250,000	\$75,000	\$1,325,000

TSM-PW-24: CITY-WIDE BRIDGE IMPROVEMENTS

Department	Public Works
Project Location	Atlantic Heights
Project Type	Rehabilitation of a Facility
Commence FY	On-going
Priority	O (ongoing or programmatic)
Impact on Operating Budget	Negligible



Evaluation Criteria	Satisfy
Identified in Planning Document or Study	
Improves Quality of Existing Services	
Provides Added Capacity to Existing Services	
Addresses Public Health or Safety Need	Y
Reduces Long-Term Operating Costs	Y
Alleviates Substandard Conditions or Deficiencies	Y
Provides Incentive to Economic Development	
Responds to Federal or State Requirement	
Eligible for Matching Funds with Limited Availability	

Description: In FY17 the City started a City-wide Bridge Master Plan. The City’s 15 bridges will be reviewed and the status of each will be prioritized for maintenance and rehabilitation work to ensure their continued integrity.

The funds requested will be utilized to keep the City’s bridges maintained properly. Typical bridge maintenance activities include sealing the concrete surfaces, replacing the pavement surfaces, replacing the bridge membranes and replacing, maintaining or upgrading railing systems and fences.

The FY18 and FY19 funds are designated for the design and rehabilitation of the deck of the Kearsarge Way Bridge. The deck membrane has begun to fail and the concrete deck is rapidly deteriorating due to heavy traffic loads and exposure to salt.

		FY18	FY19	FY20	FY21	FY22	FY23	Totals 18-23	6 PY's Funding	Totals
GF	46%	\$100,000		\$50,000	\$50,000	\$50,000	\$50,000	\$300,000	\$0	\$300,000
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	54%		\$350,000					\$350,000	\$0	\$350,000
Other	0%							\$0	\$0	\$0
Revenues	0%							\$0	\$0	\$0
PPP	0%							\$0	\$0	\$0
	Totals	\$100,000	\$350,000	\$50,000	\$50,000	\$50,000	\$50,000	\$650,000	\$0	\$650,000

TSM-PW-27: LED STREETLIGHT CONVERSION

Department	Public Works
Project Location	City-wide
Project Type	Transportation Management
Commence FY	On-Going
Priority	A (needed within 0 to 3 years)
Impact on Operating Budget	Reduce

Evaluation Criteria	Satisfy
Identified in Planning Document or Study	
Improves Quality of Existing Services	Y
Provides Added Capacity to Existing Services	
Addresses Public Health or Safety Need	
Reduces Long-Term Operating Costs	
Alleviates Substandard Conditions or Deficiencies	
Provides Incentive to Economic Development	
Responds to Federal or State Requirement	Y
Eligible for Matching Funds with Limited Availability	



Description: This project will convert all High Pressure Sodium cobra head streetlights located on utility poles to LED cobra head streetlights. This conversion will result in energy savings and improvements to nighttime visibility on roadways. Payback on this project is in 2 ½ years.

		FY18	FY19	FY20	FY21	FY22	FY23	Totals 18-23	6 PY's Funding	Totals
GF	100%	\$181,000						\$181,000	\$0	\$181,000
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	0%							\$0	\$0	\$0
Other	0%							\$0	\$0	\$0
Revenues	0%							\$0	\$0	\$0
PPP	0%							\$0	\$0	\$0
	Totals	\$181,000	\$0	\$0	\$0	\$0	\$0	\$181,000	\$0	\$181,000

TSM-PW-28: SIGN INVENTORY

Department	Public Works
Project Location	City-wide
Project Type	Transportation Management
Commence FY	2018
Priority	A (needed within 0 to 3 years)
Impact on Operating Budget	Negligible

Evaluation Criteria	Satisfy
Identified in Planning Document or Study	
Improves Quality of Existing Services	Y
Provides Added Capacity to Existing Services	
Addresses Public Health or Safety Need	
Reduces Long-Term Operating Costs	
Alleviates Substandard Conditions or Deficiencies	
Provides Incentive to Economic Development	
Responds to Federal or State Requirement	Y
Eligible for Matching Funds with Limited Availability	



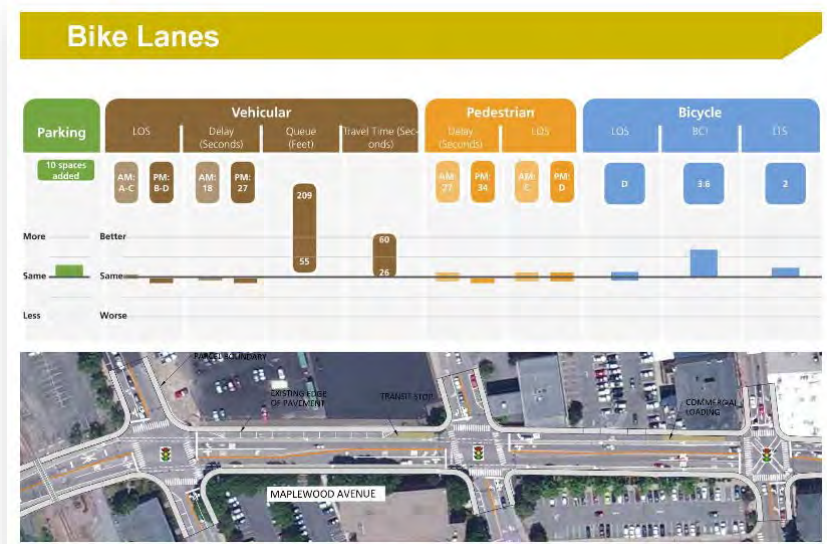
Description: The City will hire a contractor to conduct an inventory of all street signs within city limits. This includes regulatory, warning, street name, directional, informational signs and any other sign currently within the layout of all city streets. The inventory would include information on sign type, size, legend, post, mounting, sheeting and compliance with standards. The database would be provided to the City, with the ability to update it on an on-going basis. The database would help prioritize signs needing replacement, removal or upgrading.

		FY18	FY19	FY20	FY21	FY22	FY23	Totals 18-23	6 PY's Funding	Totals
GF	100%	\$45,000						\$45,000	\$0	\$45,000
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	0%							\$0	\$0	\$0
Other	0%							\$0	\$0	\$0
Revenues	0%							\$0	\$0	\$0
PPP	0%							\$0	\$0	\$0
	Totals	\$45,000	\$0	\$0	\$0	\$0	\$0	\$45,000	\$0	\$45,000

TSM-PW-29: TRANSPORTATION PLAN STUDIES AND DESIGNS

Department	Public Works
Project Location	City-Wide
Project Type	Design work or planning study
Commence FY	On-Going
Priority	O (ongoing or programmatic)
Impact on Operating Budget	Negligible

Evaluation Criteria	Satisfy
Identified in Planning Document or Study	
Improves Quality of Existing Services	Y
Provides Added Capacity to Existing Services	
Addresses Public Health or Safety Need	Y
Reduces Long-Term Operating Costs	
Alleviates Substandard Conditions or Deficiencies	
Provides Incentive to Economic Development	
Responds to Federal or State Requirement	
Eligible for Matching Funds with Limited Availability	



Description: This funding is to allow design work related to individual transportation project, PTS Committee referral, or planning document implementation. These types of studies may include Corridor Studies, Truck Route, and Downtown Circulation Studies. Land use has changed significantly over the last several years. These studies look at the Ordinance and existing conditions and propose changes to improve and protect the quality of life in Portsmouth.

		FY18	FY19	FY20	FY21	FY22	FY23	Totals 18-23	6 PY's Funding	Totals
GF	8%							\$0	\$20,000	\$20,000
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	0%							\$0	\$0	\$0
Other	0%							\$0	\$0	\$0
Revenues	92%	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$120,000	\$100,000	\$220,000
PPP	0%							\$0	\$0	\$0
	Totals	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$120,000	\$120,000	\$240,000

TSM-PW-30: HOOVER/TAFT DRAINAGE UPGRADES

Department	Public Works
Project Location	Hoover, Taft, FW Hartford Area
Project Type	Construction or expansion of a new public facility, street or utility
Commence FY	2018
Priority	A (needed within 0 to 3 years)
Impact on Operating Budget	Negligible



Evaluation Criteria	Satisfy
Identified in Planning Document or Study	
Improves Quality of Existing Services	Y
Provides Added Capacity to Existing Services	Y
Addresses Public Health or Safety Need	Y
Reduces Long-Term Operating Costs	Y
Alleviates Substandard Conditions or Deficiencies	Y
Provides Incentive to Economic Development	
Responds to Federal or State Requirement	
Eligible for Matching Funds with Limited Availability	

Description: This project would alleviate the flooding in this area during intense rain events and repave the area after construction.

		FY18	FY19	FY20	FY21	FY22	FY23	Totals 18-23	6 PY's Funding	Totals
GF	0%							\$0	\$0	\$0
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	100%	\$250,000						\$250,000	\$0	\$250,000
Other	0%							\$0	\$0	\$0
Revenues	0%							\$0	\$0	\$0
PPP	0%							\$0	\$0	\$0
	Totals	\$250,000	\$0	\$0	\$0	\$0	\$0	\$250,000	\$0	\$250,000

TSM-PW-31: PLEASANT STREET RECONSTRUCTION

Department	Public Works
Project Location	Pleasant Street (from Court Street to Marcy Street)
Project Type	Rehabilitation of a facility
Commence FY	2018
Priority	A (needed within 0 to 3 years)
Impact on Operating Budget	Negligible

Evaluation Criteria	Satisfy
Identified in Planning Document or Study	
Improves Quality of Existing Services	
Provides Added Capacity to Existing Services	
Addresses Public Health or Safety Need	Y
Reduces Long-Term Operating Costs	
Alleviates Substandard Conditions or Deficiencies	Y
Provides Incentive to Economic Development	
Responds to Federal or State Requirement	Y
Eligible for Matching Funds with Limited Availability	



Description: Reconstruction of Pleasant Street from Court Street to Marcy Street. Project includes new water mains, new sanitary sewers, new drains, stormwater treatment/management measures, new sidewalks, and new pavement. Water and sewer improvement funding to come from enterprise funds.

		FY18	FY19	FY20	FY21	FY22	FY23	Totals 18-23	6 PY's Funding	Totals
GF	0%							\$0	\$0	\$0
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	100%	\$750,000						\$750,000	\$0	\$750,000
Other	0%							\$0	\$0	\$0
Revenues	0%							\$0	\$0	\$0
PPP	0%							\$0	\$0	\$0
	Totals	\$750,000	\$0	\$0	\$0	\$0	\$0	\$750,000	\$0	\$750,000

TSM-PW-32: LONGMEADOW ROAD EXTENSION

Department	Public Works
Project Location	Longmeadow Road
Project Type	New Road Construction
Commence FY	2018
Priority	A (needed within 0 to 3 years)
Impact on Operating Budget	Negligible

Evaluation Criteria	Satisfy
Identified in Planning Document or Study	
Improves Quality of Existing Services	Y
Provides Added Capacity to Existing Services	
Addresses Public Health or Safety Need	Y
Reduces Long-Term Operating Costs	
Alleviates Substandard Conditions or Deficiencies	Y
Provides Incentive to Economic Development	
Responds to Federal or State Requirement	
Eligible for Matching Funds with Limited Availability	



Description: During the approval process for the new Service Credit Union on Lafayette Road, land and other improvements were put in to place to allow for a future expansion of Longmeadow Road to connect with Lang Road near the back driveway to the Beechstone Apartment Complex. This road would serve to remove left turn traffic from Lang Road, turning south on Route 1. This location is the common scene of accidents and traffic congestion. Lang Road traffic wanting to go south on Route 1 would be re-routed onto Longmeadow Road and ultimately to the Longmeadow, Ocean Road, Route 1 traffic signal.

		FY18	FY19	FY20	FY21	FY22	FY23	Totals 18-23	6 PY's Funding	Totals
GF	30%	\$50,000						\$50,000	\$250,000	\$300,000
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	70%		\$700,000					\$700,000	\$0	\$700,000
Other	0%							\$0	\$0	\$0
Revenues	0%							\$0	\$0	\$0
PPP	0%							\$0	\$0	\$0
	Totals	\$50,000	\$700,000	\$0	\$0	\$0	\$0	\$750,000	\$250,000	\$1,000,000

TSM-PW-33: NEW FRANKLIN/WOODBURY CORRIDOR IMPROVEMENTS

Department	Public Works
Project Location	Woodbury Ave
Project Type	Construction or Expansion of Public Street
Commence FY	2017
Priority	A (needed within 0 to 3 years)
Impact on Operating Budget	Negligible

Evaluation Criteria	Satisfy
Identified in Planning Document or Study: Woodbury Avenue Corridor Study 2015	Y
Improves Quality of Existing Services	
Provides Added Capacity to Existing Services	
Addresses Public Health or Safety Need	Y
Reduces Long-Term Operating Costs	
Alleviates Substandard Conditions or Deficiencies	Y
Provides Incentive to Economic Development	
Responds to Federal or State Requirement	
Eligible for Matching Funds with Limited Availability	



Description: This project includes design and construction of improvements recommended in the Woodbury Avenue Corridor Study. Work needed includes removal of the concrete medial islands, installation of traffic signals at the Route 1 Bypass northbound ramps, re-striping to provide left turn lanes at intersections, and construction of a pedestrian refuge island at Rockingham and Dennett.

		FY18	FY19	FY20	FY21	FY22	FY23	Totals 18-23	6 PY's Funding	Totals
GF	14%							\$0	\$80,000	\$80,000
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	86%	\$500,000						\$500,000	\$0	\$500,000
Other	0%							\$0	\$0	\$0
Revenues	0%							\$0	\$0	\$0
PPP	0%							\$0	\$0	\$0
	Totals	\$500,000	\$0	\$0	\$0	\$0	\$0	\$500,000	\$80,000	\$580,000

TSM-PW-34: MCDONOUGH STREET AREA IMPROVEMENT PROJECT

Department	Public Works
Project Location	McDonough Street
Project Type	Construction of a public street
Commence FY	2014
Priority	A (needed within 0 to 3 years)
Impact on Operating Budget	Negligible



Evaluation Criteria	Satisfy
Identified in Planning Document or Study	
Improves Quality of Existing Services	Y
Provides Added Capacity to Existing Services	
Addresses Public Health or Safety Need	
Reduces Long-Term Operating Costs	
Alleviates Substandard Conditions or Deficiencies	
Provides Incentive to Economic Development	
Responds to Federal or State Requirement	
Eligible for Matching Funds with Limited Availability	

Description: This project is at the request of the Islington Creek Neighborhood Association to have new sidewalks and traffic calming measures installed throughout the McDonough Street Area. The main purpose of this project is to enhance safety for the residents and others who travel through this area on foot, by bicycle and motor vehicle. This area is a mixed use of residential, commercial and industrial uses located between Islington Street and North Mill Pond. The work will include water, sewer, storm drainage, paving, curbing and associated landscaping constructed in a phased approach.

		FY18	FY19	FY20	FY21	FY22	FY23	Totals 18-23	6 PY's Funding	Totals
GF	0%							\$0	\$0	\$0
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	100%	\$800,000						\$800,000	\$2,400,000	\$3,200,000
Other	0%							\$0	\$0	\$0
Revenues	0%							\$0	\$0	\$0
PPP	0%							\$0	\$0	\$0
	Totals	\$800,000	\$0	\$0	\$0	\$0	\$0	\$800,000	\$2,400,000	\$3,200,000

TSM-PW-35: ISLINGTON STREET IMPROVEMENTS

Department	Public Works
Project Location	Islington Street
Project Type	Rehabilitation of Existing Facilities
Commence FY	2017
Priority	A (needed within 0 to 3 years)
Impact on Operating Budget	Negligible

Evaluation Criteria	Satisfy
Identified in Planning Document or Study: Islington St Improvement Action Plan (2009) , Bicycle & Pedestrian Plan (2014)	Y
Improves Quality of Existing Services	Y
Provides Added Capacity to Serve Growth	Y
Addresses Public Health or Safety Need	
Reduces Long-Term Operating Costs	
Alleviates Substandard Conditions or Deficiencies	
Provides Incentive to Economic Development	Y
Responds to Federal or State Requirement	
Eligible for Matching Funds with Limited Availability	



Description: The [Islington Street Improvement Action Plan](#) was completed in 2009 with the goal of improving the appearance of Islington Street in the area between Maplewood Avenue and Rt. 1 Bypass. This project involved development of a plan for capital improvements, regulatory strategies and non-regulatory public/private approaches to revitalization. The streetscape will be enhanced in a coordinated way as properties are improved through the site review process. Final design is underway with the first phase of improvements starting at Congress St. with construction anticipated Summer 2017.

		FY18	FY19	FY20	FY21	FY22	FY23	Totals 18-23	6 PY's Funding	Totals
GF	13%							\$0	\$500,000	\$500,000
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	88%	\$2,500,000						\$2,500,000	\$1,000,000	\$3,500,000
Other	0%							\$0	\$0	\$0
Revenues	0%							\$0	\$0	\$0
PPP	0%							\$0	\$0	\$0
	Totals	\$2,500,000	\$0	\$0	\$0	\$0	\$0	\$2,500,000	\$1,500,000	\$4,000,000

TSM-PW-38: STREET PAVING, MANAGEMENT AND REHABILITATION

Department	Public Works
Project Location	City-Wide
Project Type	Upgrade Existing Facilities
Commence FY	On-Going
Priority	O (ongoing or programmatic)
Impact on Operating Budget	Negligible



Evaluation Criteria	Satisfy
Identified in Planning Document or Study: Pavement Management Study	Y
Improves Quality of Existing Services	Y
Provides Added Capacity to Existing Services	
Addresses Public Health or Safety Need	
Reduces Long-Term Operating Costs	
Alleviates Substandard Conditions or Deficiencies	Y
Provides Incentive to Economic Development	
Responds to Federal or State Requirement	
Eligible for Matching Funds with Limited Availability	

Description: In 1993 the City began a Pavement Condition Management Program. This on-going program produces a report showing existing conditions for each publicly owned street and a priority ranking for the best dollar investment and has the ability to show "What If" scenarios and estimated project costs. These scenarios project future street conditions based upon various levels of expenditures. The most recent condition report recommends an expenditure of \$1,500,000 per year to maintain street conditions at its current level. The indicated expenditures are capital costs to implement the improvements over a two-year period with all work lasting twenty (20) years. (The Public Works operational budget includes those costs associated with maintenance work with an expected life of only ten (10) years).

		FY18	FY19	FY20	FY21	FY22	FY23	Totals 18-23	6 PY's Funding	Totals
GF	0%							\$0	\$0	\$0
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	100%	\$3,000,000		\$3,000,000		\$3,000,000		\$9,000,000	\$8,000,000	\$17,000,000
Other	0%							\$0	\$0	\$0
Revenues	0%							\$0	\$0	\$0
PPP	0%							\$0	\$0	\$0
	Totals	\$3,000,000	\$0	\$3,000,000	\$0	\$3,000,000	\$0	\$9,000,000	\$8,000,000	\$17,000,000

TSM-PW-38: ROADWAY: Street Paving, Management and Rehabilitation

PROPOSED CAPITAL IMPROVEMENTS-STREETS

Fiscal Years 2018 and 2019

*Street

State Street (Cass to Middle)

Union (Middle to Islington)

Coffin's Court

Andrew Jarvis

Morning Street

Osprey Drive Area

Elwyn Park Area

Pleasant Street

Walker Bungalow

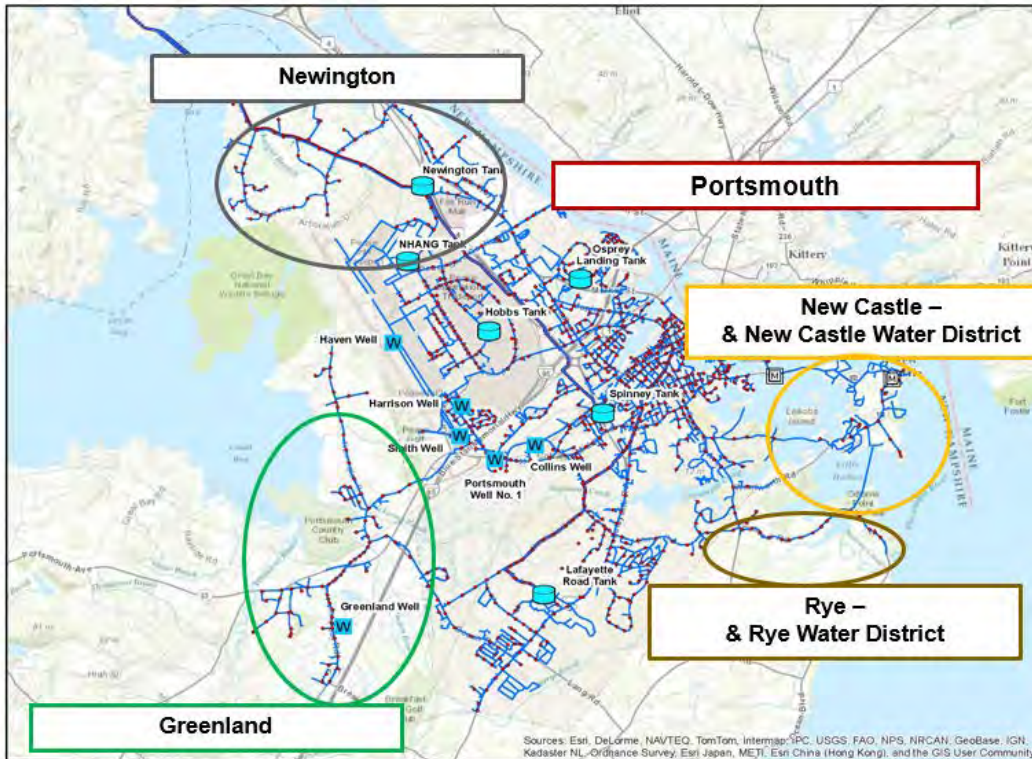
Chapel Street (Bow to Daniels)

Miscellaneous

*Project completion will be depend on available funds and bid results.

V. ENTERPRISE FUNDS

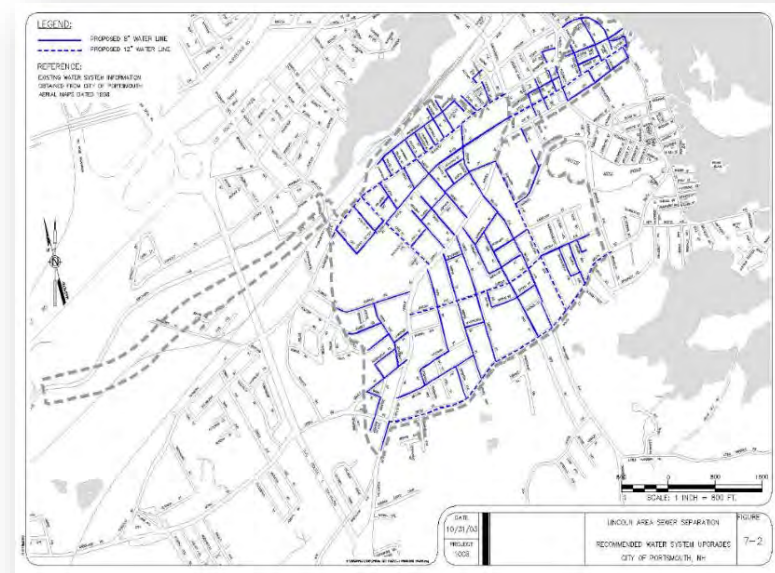
WATER



EF-WD-01: ANNUAL WATER LINE REPLACEMENT

Department	Public Works
Project Location	City-Wide
Project Type	Upgrade to Existing Facilities
Commence FY	On-Going
Priority	O (On-going)
Impact on Operating Budget	Negligible

Evaluation Criteria	Satisfy
Identified in Planning Document or Study – Water System Master Plan	Y
Improves Quality of Existing Services	
Provides Added Capacity to Existing Services	
Addresses Public Health or Safety Need	
Reduces Long-Term Operating Costs	
Alleviates Substandard Conditions or Deficiencies	Y
Provides Incentive to Economic Development	
Responds to Federal or State Requirement	
Eligible for Matching Funds with Limited Availability	



Description: The water distribution system consists of more than 150 miles of pipe. Many of the older pipes are 50 to 100 years old, undersized and at the end of their design life. Pipes are replaced programmatically as part of water specific capital projects, roadway reconstruction and prior to annual paving. This item will fund the purchase of pipe, valves and associated materials used to replace those pipes. Bond funds for large full road reconstruction projects.

		FY18	FY19	FY20	FY21	FY22	FY23	Totals 18-23	6 PY's Funding	Totals
GF	0%							\$0	\$0	\$0
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	24%	\$2,500,000						\$2,500,000	\$1,650,000	\$4,150,000
Other	0%							\$0	\$0	\$0
Revenues	76%	\$250,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$2,750,000	\$10,090,000	\$12,840,000
PPP	0%							\$0	\$0	\$0
	Totals	\$2,750,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$5,250,000	\$11,740,000	\$16,990,000

EF-WD-02: WELL STATIONS IMPROVEMENTS

Department	Public Works
Project Location	City-Wide
Project Type	Upgrade of Existing Facilities
Commence FY	On-going
Priority	O (ongoing or programmatic)
Impact on Operating Budget	Negligible

Evaluation Criteria	Satisfy
Identified in Planning Document or Study – 2013 Water System Master Plan	Y
Improves Quality of Existing Services	Y
Provides Added Capacity to Existing Services	
Addresses Public Health or Safety Need	
Reduces Long-Term Operating Costs	Y
Alleviates Substandard Conditions or Deficiencies	
Provides Incentive to Economic Development	
Responds to Federal or State Requirement	
Eligible for Matching Funds with Limited Availability	



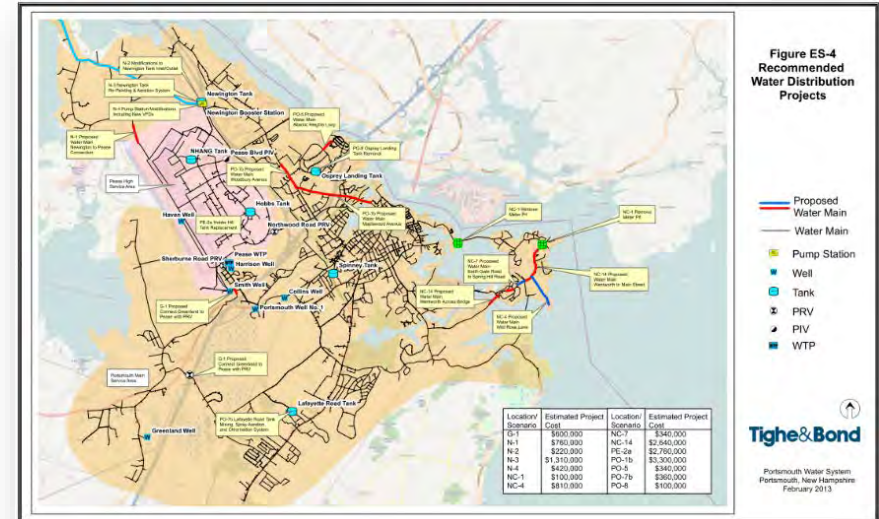
Description: The project consists of upgrades to existing well pump stations. The improvements include upgrades to premium efficiency motors, variable frequency drives and improvements to the radio telemetry SCADA system.

		FY18	FY19	FY20	FY21	FY22	FY23	Totals 18-23	6 PY's Funding	Totals
GF	0%							\$0	\$0	\$0
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	0%							\$0	\$0	\$0
Other	0%							\$0	\$0	\$0
Revenues	100%	\$150,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$650,000	\$850,000	\$1,500,000
PPP	0%							\$0	\$0	\$0
	Totals	\$150,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$650,000	\$850,000	\$1,500,000

EF-WD-03: WATER SYSTEM PRESSURE AND STORAGE IMPROVEMENTS

Department	Public Works
Project Location	City-Wide
Project Type	Upgrade of Existing Facilities
Commence FY	2017
Priority	A (needed within 0 to 3 years)
Impact on Operating Budget	Negligible

Evaluation Criteria	Satisfy
Identified in Planning Document or Study – 2013 Water System Master Plan	Y
Improves Quality of Existing Services	Y
Provides Added Capacity to Existing Services	
Addresses Public Health or Safety Need	
Reduces Long-Term Operating Costs	
Alleviates Substandard Conditions or Deficiencies	
Provides Incentive to Economic Development	
Responds to Federal or State Requirement	
Eligible for Matching Funds with Limited Availability	



Description: This project consists of improvement to water mains, pumps and storage to improve water flow and pressure in the water system. Work will be performed in portions of the water system as well as sections of the system which have been identified as needing upgrades as part of the water system hydraulic model and master plan update completed in 2013 and routine updates to the water system model.

		FY18	FY19	FY20	FY21	FY22	FY23	Totals 18-23	6 PY's Funding	Totals
GF	0%							\$0	\$0	\$0
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	79%							\$0	\$1,750,000	\$1,750,000
Other	0%							\$0	\$0	\$0
Revenues	21%	\$170,000						\$170,000	\$300,000	\$470,000
PPP	0%							\$0	\$0	\$0
	Totals	\$170,000	\$0	\$0	\$0	\$0	\$0	\$170,000	\$2,050,000	\$2,220,000

EF-WD-04: RESERVOIR MANAGEMENT

Department	Public Works
Project Location	City-Wide
Project Type	Upgrade of Existing Facilities
Commence FY	On-going
Priority	O (ongoing or programmatic)
Impact on Operating Budget	Negligible

Evaluation Criteria	Satisfy
Identified in Planning Document or Study – Water System Master Plan, Tighe and Bond, May 2013	Y
Improves Quality of Existing Services	Y
Provides Added Capacity to Existing Services	
Addresses Public Health or Safety Need	
Reduces Long-Term Operating Costs	
Alleviates Substandard Conditions or Deficiencies	
Provides Incentive to Economic Development	
Responds to Federal or State Requirement	Y
Eligible for Matching Funds with Limited Availability	



Description: This project consists of updating the water flow controls for the existing Bellamy reservoir, which supplies our new Madbury Surface Water Treatment Facility. An engineering analysis will determine the necessary modifications of dam controls to optimize the sustainability of the water resource.

		FY18	FY19	FY20	FY21	FY22	FY23	Totals 18-23	6 PY's Funding	Totals
GF	0%							\$0	\$0	\$0
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	50%			\$500,000				\$500,000	\$0	\$500,000
Other	0%							\$0	\$0	\$0
Revenues	50%	\$100,000	\$100,000		\$100,000	\$100,000	\$100,000	\$500,000	\$0	\$500,000
PPP	0%							\$0	\$0	\$0
	Totals	\$100,000	\$100,000	\$500,000	\$100,000	\$100,000	\$100,000	\$1,000,000	\$0	\$1,000,000

EF-WD-06: NEW GROUNDWATER SOURCE

Department	Public Works
Project Location	City-Wide
Project Type	Construction or expansion of a new public facility, street or utility
Commence FY	2018
Priority	A (needed within 0 to 3 years)
Impact on Operating Budget	Negligible

Evaluation Criteria	Satisfy
Identified in Planning Document or Study – Water System Master Plan, Tighe and Bond, May 2013	Y
Improves Quality of Existing Services	Y
Provides Added Capacity to Existing Services	Y
Addresses Public Health or Safety Need	
Reduces Long-Term Operating Costs	
Alleviates Substandard Conditions or Deficiencies	
Provides Incentive to Economic Development	
Responds to Federal or State Requirement	
Eligible for Matching Funds with Limited Availability	



Description: This project consists of constructing, permitting and connecting a new groundwater supply well into the Portsmouth water system. This project is important to ensure long-term sustainability of the water supply and provide additional capacity to buffer potential impacts of unforeseen conditions.

		FY18	FY19	FY20	FY21	FY22	FY23	Totals 18-23	6 PY's Funding	Totals
GF	0%							\$0	\$0	\$0
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	86%			\$2,500,000				\$2,500,000	\$0	\$2,500,000
Other	0%							\$0	\$0	\$0
Revenues	14%	\$200,000	\$200,000					\$400,000	\$0	\$400,000
PPP	0%							\$0	\$0	\$0
	Totals	\$200,000	\$200,000	\$2,500,000	\$0	\$0	\$0	\$2,900,000	\$0	\$2,900,000

EF-WD-07: PLEASANT STREET WATER MAINS

Department	Public Works
Project Location	City-Wide
Project Type	Rehabilitation of a Facility
Commence FY	2018
Priority	A (needed within 0 to 3 years)
Impact on Operating Budget	Negligible

Evaluation Criteria	Satisfy
Identified in Planning Document or Study	
Improves Quality of Existing Services	
Provides Added Capacity to Existing Services	
Addresses Public Health or Safety Need	
Reduces Long-Term Operating Costs	
Alleviates Substandard Conditions or Deficiencies	Y
Provides Incentive to Economic Development	
Responds to Federal or State Requirement	Y
Eligible for Matching Funds with Limited Availability	



Description: This project consists of Reconstruction of Pleasant Street water mains from Court Street to Marcy Street.

		FY18	FY19	FY20	FY21	FY22	FY23	Totals 18-23	6 PY's Funding	Totals
GF	0%							\$0	\$0	\$0
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	100%	\$600,000						\$600,000	\$0	\$600,000
Other	0%							\$0	\$0	\$0
Revenues	0%							\$0	\$0	\$0
PPP	0%							\$0	\$0	\$0
	Totals	\$600,000	\$0	\$0	\$0	\$0	\$0	\$600,000	\$0	\$600,000

EF-WD-08: WATER TRANSMISSION MAIN REPLACEMENT

Department	Public Works
Project Location	City-Wide
Project Type	Rehabilitation of a Facility
Commence FY	2018
Priority	A (needed within 0 to # years)
Impact on Operating Budget	Negligible



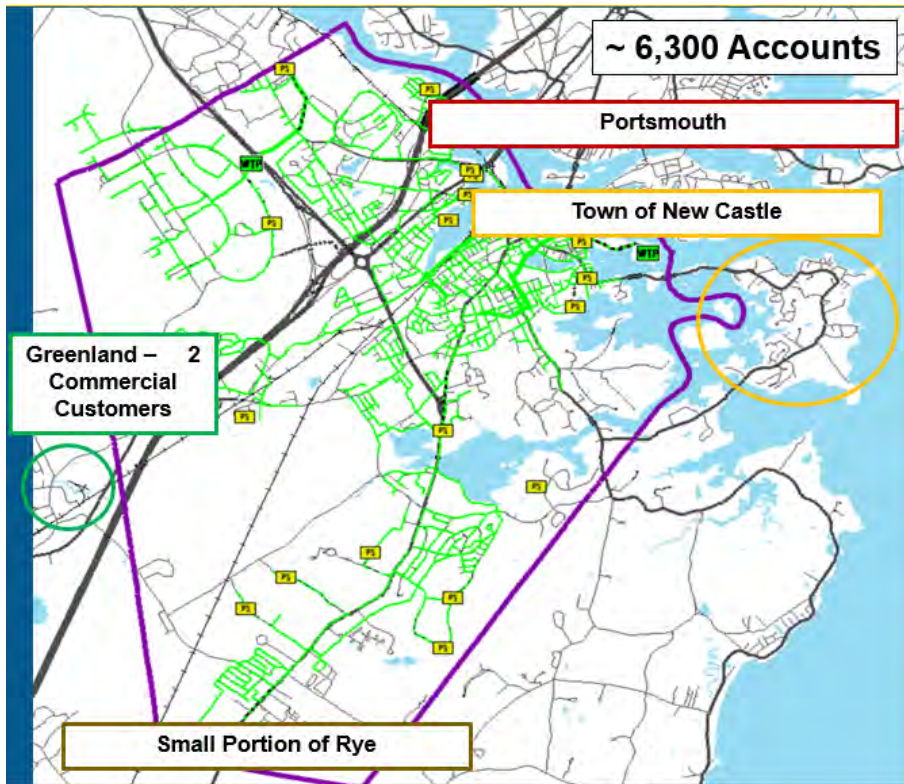
Evaluation Criteria	Satisfy
Identified in Planning Document or Study – Transmission Main Study, Stantec 2016 (Draft)	Y
Improves Quality of Existing Services	Y
Provides Added Capacity to Existing Services	
Addresses Public Health or Safety Need	
Reduces Long-Term Operating Costs	
Alleviates Substandard Conditions or Deficiencies	
Provides Incentive to Economic Development	
Responds to Federal or State Requirement	Y
Eligible for Matching Funds with Limited Availability	

Description: This project consists of design and construction of water transmission mains beneath Little Bay to replace existing mains. Preliminary investigations of the existing water mains and valves have identified degraded conditions. Due to the importance of this water main, this project is necessary to ensure water is continuously supplied from Madbury to Portsmouth and service is not disrupted.

		FY18	FY19	FY20	FY21	FY22	FY23	Totals 18-23	6 PY's Funding	Totals
GF	0%							\$0	\$0	\$0
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	96%				\$5,500,000			\$5,500,000	\$0	\$5,500,000
Other	0%							\$0	\$0	\$0
Revenues	4%	\$250,000						\$250,000	\$0	\$250,000
PPP	0%							\$0	\$0	\$0
	Totals	\$250,000	\$0	\$0	\$5,500,000	\$0	\$0	\$5,750,000	\$0	\$5,750,000

V. ENTERPRISE FUNDS

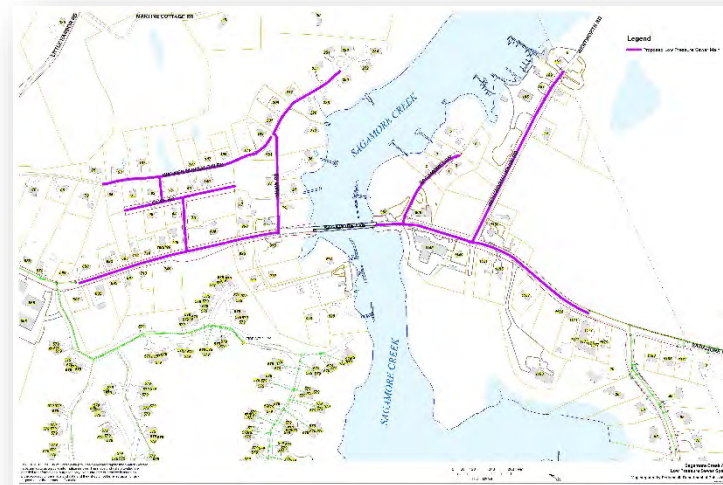
SEWER



EF-SD-01: CONSENT DECREE MITIGATION

Department	Public Works
Project Location	Various
Project Type	Other (Explained Below)
Commence FY	2018
Priority	A (needed within 0 to 3 years)
Impact on Operating Budget	Negligible

Evaluation Criteria	Satisfy
Identified in Planning Document or Study	
Improves Quality of Existing Services	
Provides Added Capacity to Existing Services	Y
Addresses Public Health or Safety Need	
Reduces Long-Term Operating Costs	
Alleviates Substandard Conditions or Deficiencies	
Provides Incentive to Economic Development	
Responds to Federal or State Requirement	Y
Eligible for Matching Funds with Limited Availability	



Description: The City of Portsmouth entered into a Consent Decree with the Environmental Protection Agency in 2009. The City moved forward with the requirements of the Consent Decree and had to modify the final schedule for the required expansion of the Peirce Island Wastewater Treatment Facility. As a result of this modification, the City committed to certain projects. The capital type projects include implementing a \$500,000 green infrastructure stormwater project and construction of a low pressure sewer system on Sagamore Avenue north and south of Sagamore Creek and will be funded with this item.

		FY18	FY19	FY20	FY21	FY22	FY23	Totals 18-23	6 PY's Funding	Totals
GF	0%							\$0	\$0	\$0
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	87%	\$400,000		\$2,500,000				\$2,900,000	\$4,500,000	\$7,400,000
Other	0%							\$0	\$0	\$0
Revenues	13%	\$100,000	\$400,000					\$500,000	\$650,000	\$1,150,000
PPP	0%							\$0	\$0	\$0
	Totals	\$500,000	\$400,000	\$2,500,000	\$0	\$0	\$0	\$3,400,000	\$5,150,000	\$8,550,000

EF-SD-02: PEIRCE ISLAND WASTEWATER TREATMENT DESIGN AND CONSTRUCTION

Department	Public Works
Project Location	Peirce Island WWTP
Project Type	Upgrade of Existing Facilities
Commence FY	2017
Priority	A (needed within 0 to 3 years)
Impact on Operating Budget	High

Evaluation Criteria	Satisfy
Identified in Planning Document or Study – Consent Decree	Y
Improves Quality of Existing Services	
Provides Added Capacity to Existing Services	Y
Addresses Public Health or Safety Need	
Reduces Long-Term Operating Costs	
Alleviates Substandard Conditions or Deficiencies	
Provides Incentive to Economic Development	
Responds to Federal or State Requirement	Y
Eligible for Matching Funds with Limited Availability	



Description: The construction of the new wastewater treatment facility at Peirce Island is underway. The project will bring the city into compliance with treatment standards as required by the EPA and will also remove nitrogen. The construction was awarded through previous years funding. These costs cover additional funds for construction contingency and construction engineering for the new treatment plant.

		FY18	FY19	FY20	FY21	FY22	FY23	Totals 18-23	6 PY's Funding	Totals
GF	0%							\$0	\$0	\$0
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	100%	\$3,500,000	\$2,300,000	\$1,100,000				\$6,900,000	\$85,000,000	\$91,900,000
Other	0%							\$0	\$0	\$0
Revenues	0%							\$0	\$0	\$0
PPP	0%							\$0	\$0	\$0
	Totals	\$3,500,000	\$2,300,000	\$1,100,000	\$0	\$0	\$0	\$6,900,000	\$85,000,000	\$91,900,000

EF-SD-03: PEASE WASTEWATER TREATMENT FACILITY

Department	Public Works
Project Location	Pease WWTF at Corporate Dr
Project Type	Upgrade of Existing Facilities
Commence FY	2017
Priority	A (needed within 0 to 3 years)
Impact on Operating Budget	High

Evaluation Criteria	Satisfy
Identified in Planning Document or Study – Pease WWTF Evaluation, Underwood Engineers, Jan 2014 (Draft)	Y
Improves Quality of Existing Services	
Provides Added Capacity to Existing Services	
Addresses Public Health or Safety Need	
Reduces Long-Term Operating Costs	Y
Alleviates Substandard Conditions or Deficiencies	
Provides Incentive to Economic Development	
Responds to Federal or State Requirement	Y
Eligible for Matching Funds with Limited Availability	



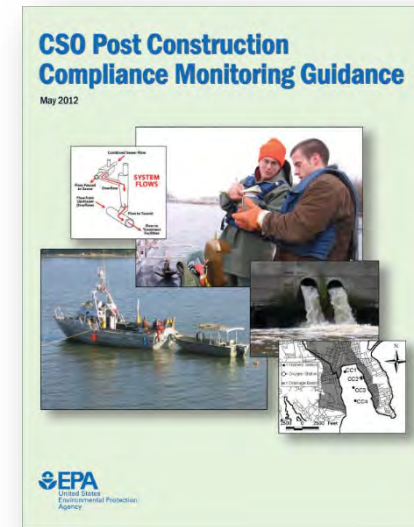
Description: This project addresses capital needs at the Pease Wastewater Treatment Facility (WWTF). Parts of this plant date back to the original 1950s construction and are beyond their useful life. Design of an upgrade of the Headworks at the WWTF is ongoing with previous years' funding. These costs are for upgrades to the aging facility and to meet anticipated new NPDES permit limits. The City continues to work with Industrial Users to address upgrades necessary to meet their capacity needs. The schedule, scope and costs of this work will be coordinated with the industries that discharge to the WWTF.

		FY18	FY19	FY20	FY21	FY22	FY23	Totals 18-23	6 PY's Funding	Totals
GF	0%							\$0	\$0	\$0
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	89%		\$7,200,000					\$7,200,000	\$4,500,000	\$11,700,000
Other	0%							\$0	\$0	\$0
Revenues	11%	\$800,000						\$800,000	\$650,000	\$1,450,000
PPP	0%							\$0	\$0	\$0
	Totals	\$800,000	\$7,200,000	\$0	\$0	\$0	\$0	\$8,000,000	\$5,150,000	\$13,150,000

EF-SD-04: LONG TERM CONTROL PLAN RELATED PROJECTS

Department	Public Works
Project Location	City-Wide
Project Type	Rehabilitation of a Facility
Commence FY	Ongoing
Priority	O (ongoing or programmatic)
Impact on Operating Budget	Negligible

Evaluation Criteria	Satisfy
Identified in Planning Document or Study - Infiltration and Inflow Study & Post Construction Monitoring Plan	Y
Improves Quality of Existing Services	
Provides Added Capacity to Existing Services	
Addresses Public Health or Safety Need	
Reduces Long-Term Operating Costs	Y
Alleviates Substandard Conditions or Deficiencies	
Provides Incentive to Economic Development	
Responds to Federal or State Requirement	Y
Eligible for Matching Funds with Limited Availability	

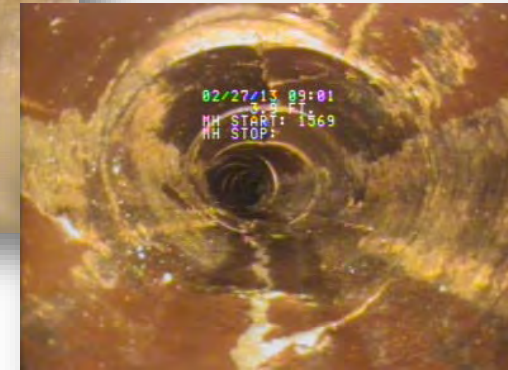


Description: The City has a combined sewer collection system and is required by the Environmental Protection Agency to implement a Long Term Control Plan to reduce and otherwise mitigate combined sewer overflows. This project includes the costs for study, design and construction of these projects. Projects may include the Post Construction Monitoring Plan for the Lincoln Area, infiltration and inflow identification and removal, sump pump removal programs, additional sewer separation, combined sewage storage or treatment, or other mitigations projects.

		FY18	FY19	FY20	FY21	FY22	FY23	Totals 18-23	6 PY's Funding	Totals
GF	0%							\$0	\$0	\$0
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	70%			\$3,000,000				\$3,000,000	\$0	\$3,000,000
Other	0%							\$0	\$0	\$0
Revenues	30%	\$200,000	\$300,000					\$500,000	\$800,000	\$1,300,000
PPP	0%							\$0	\$0	\$0
	Totals	\$200,000	\$300,000	\$3,000,000	\$0	\$0	\$0	\$3,500,000	\$800,000	\$4,300,000

EF-SD-05: ANNUAL SEWER LINE REPLACEMENT

Department	Public Works
Project Location	City-Wide
Project Type	Upgrade of Existing Facilities
Commence FY	On Going
Priority	O (Ongoing or Programmatic)
Impact on Operating Budget	Negligible



Evaluation Criteria	Satisfy
Identified in Planning Document or Study	
Improves Quality of Existing Services	Y
Provides Added Capacity to Existing Services	
Addresses Public Health or Safety Need	
Reduces Long-Term Operating Costs	Y
Alleviates Substandard Conditions or Deficiencies	
Provides Incentive to Economic Development	
Responds to Federal or State Requirement	
Eligible for Matching Funds with Limited Availability	

Description: The wastewater collection system consists of more than one-hundred (100) miles of pipe. Many of the older pipes are fifty (50) to one-hundred (100) years old, undersized and at the end of their design life. Pipes are replaced programmatically as part of sewer specific capital projects, roadway reconstruction and prior to annual paving. This item will fund the purchase of pipes and associated materials used to replace those pipes. Bond funds are for the large full road reconstruction type projects.

		FY18	FY19	FY20	FY21	FY22	FY23	Totals 18-23	6 PY's Funding	Totals
GF	0%							\$0	\$0	\$0
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	44%	\$3,000,000						\$3,000,000	\$2,500,000	\$5,500,000
Other	0%							\$0	\$0	\$0
Revenues	56%	\$250,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$2,750,000	\$4,250,000	\$7,000,000
PPP	0%							\$0	\$0	\$0
	Totals	\$3,250,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$5,750,000	\$6,750,000	\$12,500,000

EF-SD-06: WASTEWATER PUMPING STATION IMPROVEMENTS

Department	Public Works
Project Location	City-Wide
Project Type	Rehabilitation of Existing Facility
Commence FY	Ongoing
Priority	O (ongoing or programmatic)
Impact on Operating Budget	Negligible



Evaluation Criteria	Satisfy
Identified in Planning Document or Study: Conceptual Opinion of Cost Heritage Avenue Pumping Station (in development)	Y
Improves Quality of Existing Services	
Provides Added Capacity to Existing Services	
Addresses Public Health or Safety Need	
Reduces Long-Term Operating Costs	Y
Alleviates Substandard Conditions or Deficiencies	Y
Provides Incentive to Economic Development	
Responds to Federal or State Requirement	
Eligible for Matching Funds with Limited Availability	

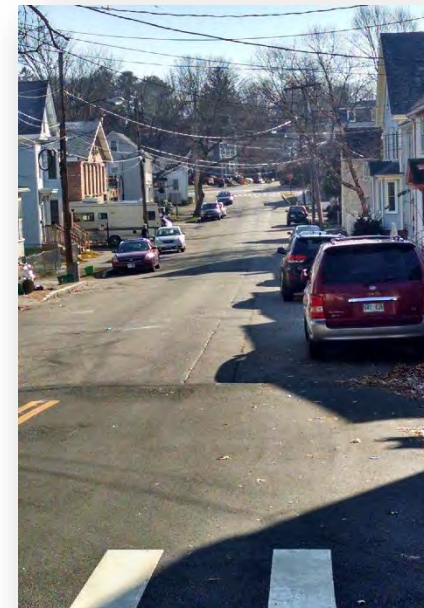
Description: The City owns and operates twenty (20) wastewater pumping stations. The projected life span of a pumping station is twenty (20) years. This project plans for the replacement or major rehabilitation of the pumping stations that have not been included as separate projects. The next pumping station to be addressed under this project is the Heritage Avenue pumping station.

		FY18	FY19	FY20	FY21	FY22	FY23	Totals 18-23	6 PY's Funding	Totals
GF	0%							\$0	\$0	\$0
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	91%	\$700,000		\$400,000		\$400,000		\$1,500,000	\$3,900,000	\$5,400,000
Other	0%							\$0	\$0	\$0
Revenues	9%		\$100,000		\$100,000		\$100,000	\$300,000	\$250,000	\$550,000
PPP	0%							\$0	\$0	\$0
	Totals	\$700,000	\$100,000	\$400,000	\$100,000	\$400,000	\$100,000	\$1,800,000	\$4,150,000	\$5,950,000

EF-SD-08: UNION STREET SEWER CONSTRUCTION

Department	Public Works
Project Location	Union Street from State St to Middle St
Project Type	Rehabilitation of Existing Facilities
Commence FY	2017
Priority	A (needed within 0 to 3 years)
Impact on Operating Budget	Reduce

Evaluation Criteria	Satisfy
Identified in Planning Document or Study	
Improves Quality of Existing Services	Y
Provides Added Capacity to Existing Services	
Addresses Public Health or Safety Need	Y
Reduces Long-Term Operating Costs	Y
Alleviates Substandard Conditions or Deficiencies	Y
Provides Incentive to Economic Development	
Responds to Federal or State Requirement	
Eligible for Matching Funds with Limited Availability	



Description: This section of Union Street from Middle Street to State Street is in poor condition and in need of full reconstruction, streetscape improvements and full utility replacement. This will include separating the combined sewer in the area. The costs of this project will be shared with the Highway Division and Water Division of Public Works.

		FY18	FY19	FY20	FY21	FY22	FY23	Totals 18-23	6 PY's Funding	Totals
GF	0%							\$0	\$0	\$0
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	72%	\$700,000						\$700,000	\$0	\$700,000
Other	0%							\$0	\$0	\$0
Revenues	28%							\$0	\$275,000	\$275,000
PPP	0%							\$0	\$0	\$0
	Totals	\$700,000	\$0	\$0	\$0	\$0	\$0	\$700,000	\$275,000	\$975,000

EF-SD-09: PLEASANT STREET SEWERS

Department	Public Works
Project Location	Pleasant Street (from Court Street to Marcy Street)
Project Type	Rehabilitation of a Facility
Commence FY	2018
Priority	A (needed within 0 to 3 years)
Impact on Operating Budget	Negligible

Evaluation Criteria	Satisfy
Identified in Planning Document or Study	
Improves Quality of Existing Services	
Provides Added Capacity to Existing Services	
Addresses Public Health or Safety Need	
Reduces Long-Term Operating Costs	
Alleviates Substandard Conditions or Deficiencies	Y
Provides Incentive to Economic Development	
Responds to Federal or State Requirement	Y
Eligible for Matching Funds with Limited Availability	



Description: This project funds the reconstruction of Pleasant Street sanitary sewers from Court Street to Marcy Street.

		FY18	FY19	FY20	FY21	FY22	FY23	Totals 18-23	6 PY's Funding	Totals
GF	0%							\$0	\$0	\$0
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	35%	\$150,000						\$150,000	\$0	\$150,000
Other	0%							\$0	\$0	\$0
Revenues	65%							\$0	\$275,000	\$275,000
PPP	0%							\$0	\$0	\$0
	Totals	\$150,000	\$0	\$0	\$0	\$0	\$0	\$150,000	\$275,000	\$425,000

EF-SD-10: REGIONAL DIGESTER FACILITY AT PEASE WWTF

Department	Public Works
Project Location	Pease WWTF
Project Type	Construction or Expansion of a public facility
Commence FY	2019
Priority	C (Can be placed on hold for after 6 years)
Impact on Operating Budget	Reduce

Evaluation Criteria	Satisfy
Identified in Planning Document or Study	Y
Improves Quality of Existing Services	Y
Provides Added Capacity to Existing Services	Y
Addresses Public Health or Safety Need	
Reduces Long-Term Operating Costs	Y
Alleviates Substandard Conditions or Deficiencies	
Provides Incentive to Economic Development	
Responds to Federal or State Requirement	
Eligible for Matching Funds with Limited Availability	



Description: Construction of a regional anaerobic digester facility for stabilizing sewage sludges, food wastes, and fats, oils, and greases. The facility would reduce sewer operating costs for sewage sludge disposal and potentially generate revenues through tipping fees and cogeneration of electricity. Costs for construction, operation and maintenance may be shared utilizing a public private partnership. A feasibility study is necessary to determine sizing, capital and operational costs, regional participation, private partnership participation and modifications that would be necessary at the Pease WWTF for this project.

		FY18	FY19	FY20	FY21	FY22	FY23	Totals 18-23	6 PY's Funding	Totals
GF	0%							\$0	\$0	\$0
Fed/ State	0%							\$0	\$0	\$0
Bond/ Lease	98%			\$1,200,000		\$16,500,000		\$17,700,000	\$0	\$17,700,000
Other	0%							\$0	\$0	\$0
Revenues	2%	\$50,000		\$300,000				\$350,000	\$0	\$350,000
PPP	0%							\$0	\$0	\$0
	Totals	\$50,000	\$0	\$1,500,000	\$0	\$16,500,000	\$0	\$18,050,000	\$0	\$18,050,000

CITY OF PORTSMOUTH
PROPOSED SCHEDULE OF FEES
FISCAL YEAR 2018



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CITY OF PORTSMOUTH



MEMORANDUM

TO: Honorable Mayor Jack Blalock and City Council Members
FROM: M. Christine Dwyer and Brad Lown, Fee Committee
DATE: April 28, 2017
RE: FY '18 Fee Schedule
CC: John P. Bohenko, City Manager
Judie Belanger, Finance Director

The Fee Committee met February 23, 2017 to review the City's fee schedule. As in the past, the city's fee schedule will be listed in Appendix III of the proposed budget book. A resolution is scheduled to be voted upon by the City Council June 5th requesting the acceptance of the fee schedule in conjunction with all other budgetary resolutions, which will make the fees effective July 1, 2017.

It is important to note that the fees represented in the fee schedule, excluding the parking fees, historically raise approximately 1% of General Fund Revenues.

The respective department heads reviewed all current fees. Proposed fee changes were submitted where deemed necessary to cover rising administration costs, operating costs, or were suggested by consultants. After a review by the Finance Department, the Fee Committee held a meeting to review the proposals.

Following is a summary of the requested fee changes by department and approved by the Fee Committee.

Finance Department: Created one fee for copies and added a fee for a City provided USB drive. In addition made clear that records subject to Right to Know requests can be viewed at City Hall or downloaded free onto a personal USB drive.

City Clerk: Increased fees for sidewalk obstructions, tag day permits, ward checklists, event permits, and voter history disks.

Planning Department: Created 4 new fees 1) Reapplication review, preliminary conceptual review \$200, 2) Reapplication review, design review \$500, 3) Restoration of involuntary merged lots \$250, and 4) Non-wetland conditional use permit (e.g. Accessory Dwelling Units, Garden Cottages, Flexible Development, and Drive Throughs) \$200.

Inspection Department: Increased electrical fees for residential equipment.

Public Works: Created 3 new fees 1) Blasting permit \$100, 2) New driveway permit \$50, and 3) Disposal of Propane tank (30# & larger) \$5.

Health Department: Added 2 groups to no fundraising fee for Health Department permits: Veteran groups and Disabled. Added a fee for customer appreciation events \$75.

Parking/Transportation Division: Increased fees for temporary metered parking spaces. Created two tiers of rates for Monthly pass holders eliminating the \$135 fee for all pass holders. There will now be a Resident pass holder monthly fee of \$150 and all other pass holder monthly fee of \$165. The Fee Committee approved increasing the “all other pass holders” to \$175 per month in FY 19 and \$200 when the Parking Facility on Deer Street opens. In addition deleted the electric vehicle reserved parking fee of \$1.25 an hour in the High Hanover Parking Facility.

Water/Sewer Division: Request to change a variety of hourly per occurrence charges for testing and rentals.

Prescott Park: Added to the fee schedule wedding reservation fees. The wedding reservation fee shall be waived when either one of the persons being married is a Portsmouth resident. The fee shall be refunded in the event that the wedding cannot be held in Prescott Park due to inclement weather.

The Fee Committee believes the annual review and authorization of fees is essential to keeping in step with rising costs of doing city business and also to review existing and potential fees for reasonableness. We recommend your support of the fee schedule as presented in the Proposed Annual Budget 2017-2018, Appendix III. Thank you.

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**City of Portsmouth
Fee Schedule
Finance Department**

* (Indicates change from current fee)

NOTES	Description	Fiscal Year Last Adjusted	FY 2017 Schedule	Suggested FY 2018 Schedule
Individual occurrences not tracked	Non Sufficient Funds check processing fee	Pre FY 02	\$30.00 per check	\$30.00
Individual occurrences not tracked	<p>Copies:</p> <p>into be copied; i.e.,</p> <p>discharge papers, small items</p> <p>8 1/2 x 11 or 8 1/2 x 14</p>	Pre FY 02	\$0.25 per copy	* Delete
Individual occurrences not tracked	<p>Items that generate a minimum of</p> <p>research, i.e. certificate of occupancy,</p> <p>fire reports, minutes of meetings, pages</p> <p>of past annual reports.</p>	Pre FY 02	\$0.50 per copy	* Delete
Individual occurrences not tracked	(1) Any copy made for non-City use	Pre FY 02	\$2.00 1st copy	\$2.00
	(1)	Pre FY 02	\$0.50 all subsequent pages	
New Fee	(1)USB Drive for transfer of electronic files	N/A	N/A	* \$8.00
(1) Note: City records subject to Right to Know requests can be viewed at City Hall or downloaded free onto personal USB drives.				
Individual occurrences not tracked	All copies made on 11 x 17 pages.	Pre FY 02	\$0.50 per copy	\$0.50
Individual occurrences not tracked	Tax bills prepared for parties other than owners.	Pre FY 02	\$2.00 1st copy	\$2.00

**City of Portsmouth
Fee Schedule
Finance Department**

* (Indicates change from current fee)

NOTES	<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2017 Schedule</u>	<u>Suggested FY 2018 Schedule</u>
Individual occurrences not tracked	Tax Card/Tax Map from laser printer (Free to property owner)	FY 04	\$1.00 Each Print	\$1.00
Individual occurrences not tracked	Standard Assessing mailing list file	Pre FY 02	\$75.00	\$75.00
New Fee	Assessor created export file	FY 17	\$150.00	\$150.00
Individual occurrences not tracked	DVD copies of City related events	Pre FY 02	\$10.00	\$10.00

**City of Portsmouth
Fee Schedule
City Clerk**

**Suggested
FY 2018
Schedule**

NOTES

	<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2017 Schedule</u>	<u>Suggested FY 2018 Schedule</u>
* (Indicates change from current fee)				
<u>Chapter 5: Article IV Section 402</u>				
License to handle any gasoline or similar fluids within the City.				
FY 16 there were 21 Petroleum Licenses processed for \$5,775.	Initial License Fee	FY 14	\$300.00 per location	\$300.00
	Annual Renewal Fee	FY 14	\$100.00 Up to 9,999 gallons	\$100.00
	Annual Renewal Fee	FY 14	\$125.00 10,000 to 14,999	\$125.00
	Annual Renewal Fee	FY 14	\$150.00 15,000 to 19,999	\$150.00
	Annual Renewal Fee	FY 14	\$175.00 20,000 to 24,999	\$175.00
	Annual Renewal Fee	FY 14	\$200.00 25,000 to 29,999	\$200.00
	Annual Renewal Fee	FY 14	\$225.00 30,000 to 34,999	\$225.00
	Annual Renewal Fee	FY 14	\$250.00 35,000 to 39,999	\$250.00
	Annual Renewal Fee	FY 14	\$275.00 40,000 to 44,999	\$275.00
	Annual Renewal Fee	FY 14	\$300.00 45,000 to 49,999	\$300.00
	Annual Renewal Fee	FY 14	\$325.00 50,000 and over	\$325.00
<u>Chapter 6: Article I Section 109C</u>				
Licenses-Gen. Provisions-				
Duties of licensee				
Change of license location fee not charged	Change Location of Licensed Business	Pre FY 02	\$1.00 Per Occurrence	\$1.00
<u>Chapter 6: Article I Section 110B</u>				
Licenses-Gen. Provisions-Transfer				
of license				
No Initial license fee charged	Transfer of License	Pre FY 02	\$10.00 Per Occurrence	\$10.00

**City of Portsmouth
Fee Schedule
City Clerk**

NOTES	Description	Fiscal Year Last Adjusted	FY 2017 Schedule	Suggested FY 2018 Schedule
				* (Indicates change from current fee)
	<u>Chapter 6: Article II Section 201</u>			
	Billiards and Bowling			
FY 16 there were 6 license issued for \$1,200	License	FY 14	\$25.00 Per Year, Per Table or Lane	\$25.00
	<u>Chapter 6: Article III Section 302</u>			
	Model Slot Car Racing			
No licenses issued	License	Pre FY 02	\$25.00 Per Year	\$25.00
	<u>Chapter 6: Article IV Section 403C</u>			
	Coin Operated Amusement Devices			
FY 16 there were 12 licenses issued for \$6,275.	License	FY 03	\$75.00 For each of the first 30 machines, per year	\$75.00
		FY 03	\$10.00 For each machine over 30, per year	\$10.00
	<u>Chapter 6: Article V Section 502</u>			
	Boxing and Wrestling			
No licenses issued	License	Pre FY 02	\$10.00 Each Day	\$10.00
	<u>Chapter 6: Article VI Section 602</u>			
	Dancing			
No licenses issued	License	Pre FY 02	\$10.00 Per Dance	\$10.00

**City of Portsmouth
Fee Schedule
City Clerk**

NOTES	<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2017 Schedule</u>	<u>Suggested FY 2018 Schedule</u>	
				* (Indicates change from current fee)	
	<u>Chapter 6: Article IX Section 901C12</u>				
	Circus License				
No licenses issued	Amusement Devices	Pre FY 02	\$30.00 Per Day	\$30.00	
	Carnivals (For Operation)	Pre FY 02	\$125.00 Per Day	\$125.00	
	Including Each Amusement Device	Pre FY 02	\$30.00	\$30.00	
	Circus (For Operation)	Pre FY 02	\$125.00 Per Day	\$125.00	
	Including Each Amusement Device	Pre FY 02	\$30.00	\$30.00	
	Fairs (For Operation)	Pre FY 02	\$10.00 Per Day	\$10.00	
	Including Each Amusement Device	Pre FY 02	\$5.00 Per Day	\$5.00	
	Temporary Structures	Pre FY 02	\$10.00 Per Day	\$10.00	
		<u>Chapter 6: Article IX Section 902</u>			
		Circus License			
No license issued	Total fee for Circus license shall not be less than	Pre FY 02	\$75.00 Per Day	\$75.00	
	<u>Chapter 6: Article X Section 1003</u>				
	Theatricals, Parades, Open Air Meetings				
No license issued	License	Pre FY 02	\$300.00 Not to exceed per day	\$300.00	
	License to exhibit in any hall	Pre FY 02	\$50.00 Not to exceed per day	\$50.00	
	<u>Chapter 6: Article XIII Section 1315</u>				
	Hawkers and Peddlers				
FY 16 there were 14 license issued for \$3,500	License	Pre FY 02	\$250.00 Per Year	\$250.00	

**City of Portsmouth
Fee Schedule
City Clerk**

NOTES	Description	Fiscal Year Last Adjusted	FY 2017 Schedule	Suggested FY 2018 Schedule
				* (Indicates change from current fee)
	Chapter 6: Article XIV Section 1402			
	Pawn Brokers			
FY 16 there were 3 license issued for \$150	License	FY 14	\$50.00 Per Year	\$50.00
	Chapter 6: Article XV Section 1502			
	Roller Skating Rinks			
No license issued	License	Pre FY 02	\$50.00 Per Year	\$50.00
	Chapter 6: Article XVI Section 1608			
	Magazine Subscription Solicitors			
No license issued	License	FY 06	\$50.00 Per Year	\$50.00
	Chapter 9: Article V Section 504 C			
	Sidewalk Obstructions			*
FY 16 there were 68 licenses issued for \$6,944.	Obstruction (including Restaurant Table)	FY 14	\$60.00 Each Obstruction (including Restaurant Table)	\$75.00
	Chapter 9: Article V Section 504 C			
	Sidewalk Obstructions			
	Restaurant Chairs	FY 14	\$7.00 Each Restaurant Chair	* \$10.00
	Non-ordinance-City Council Policy No. 2012-02			
	Area Service Agreements-use of City Property for Sidewalk Café's providing Alcohol Services			
		FY 12	\$10.00 per square foot-6 month season-no proration	\$10.00
		FY 12	\$2,000.00 minimum fee	\$2,000.00

**City of Portsmouth
Fee Schedule
City Clerk**

NOTES	Description	Fiscal Year Last Adjusted	FY 2017 Schedule	Suggested FY 2018 Schedule
				* (Indicates change from current fee)
FY 16 collections of \$1,135 with 227 occurrences	Notarization	FY 05	\$5.00 Per Document	\$5.00
FY 16 collections of \$420 with 27 occurrences	Tag day, permits	FY 05	\$15.00	* \$20.00
FY 16 collections of \$0 with 0 occurrences	Ward checklist	Pre FY 02	\$60.00 per set	* \$75.00
FY 15 collections of \$0 with 0 occurrences	Ward checklist for individual wards	Pre FY 02	\$10.00-\$15.00 (based on size of ward)	* \$25.00
FY 16 collections of \$700 with 35 occurrences	Event permit (fairs, parades etc. not governed by ordinance)	FY 05	\$20.00	* \$50.00
FY 16 collections of \$0 with 0 occurrences	Ordinance Books	Pre FY 02	\$100.00	\$100.00
FY 16 collections of \$0 with 0 occurrences	Ordinance book supplements (distributed 2 x per year)	Pre FY 02	\$50.00	\$50.00
FY 16 collections of \$20 with 4 occurrences	Voter certification	FY 05	\$5.00	
FY 16 collections of \$700 with 7 occurrences	Voter History Disk	FY 05	\$100.00 per election	* \$125.00
FY 16 collections of \$5 with 1 occurrences	Articles of agreement filing	Pre FY 02	\$5.00	\$5.00
FY 16 collections of \$0 with 0 occurrences	Restricted Property Listing	FY 12	\$15.00 per form	\$15.00

**City of Portsmouth
Fee Schedule
Planning Department**

* (Indicates change from current fee)

NOTES	Description	Fiscal Year Last Adjusted	FY 2017 Schedule	Suggested FY 2018 Schedule
PLANNING BOARD				
The Planning Department reported the following application numbers and fees for FY 15:				
Applications:				
Site Review	18			
Subdivision	9			
Lot Line revisions	4			
Conditional Use	18			
Board of Adjustment	120			
HDC	106			
Conservation Commission	16			
State Wetland Permits	20			
Revenues:				
Planning Board	\$60,479			
Board of Adjustment	\$60,759			
Site Review	\$28,106			
		Preapplication review (site plan or subdivision)		
		Preliminary conceptual consultation	FY 18 N/A	* \$200.00
		Design Review	FY 18 N/A	* \$500.00
		Subdivision application (residential)	FY 15 \$500.00	\$500.00
		Plus Per Lot	FY 15 \$200.00	\$200.00
		Subdivision application (non-residential)	FY 15 \$700.00	\$700.00
		Plus Per Lot	FY 15 \$300.00	\$300.00
		Lot Line Revision/Verification	FY 14 \$250.00	\$250.00
		Voluntary Lot Consolidation (Merger)		
		- no subdivision	FY 10 \$175.00	\$175.00
		Restoration of Involuntarily Merged Lots	FY18 N/A	* \$250.00
		Wetland Conditional Use Permit		
		Area of disturbance in wetland or wetland buffer:		
		-up to 250 sq ft	FY 17 \$100.00	\$100.00
		-up to 1,000 sq ft	FY 15 \$500.00	\$500.00
		-greater than 1,000 sq ft	FY 15 \$1,000.00	\$1,000.00
		Non-Wetland Conditional Use Permit	FY 18 N/A	* \$200.00
		(e.g. Accessory Dwelling Units, Garden Cottages, Flexible Development, Drive-Through Facilities)		
		Conditional Use Permit Amendment	FY 17 \$200.00	\$200.00

**City of Portsmouth
Fee Schedule
Planning Department**

* (Indicates change from current fee)

NOTES

<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2017 Schedule</u>	<u>Suggested FY 2018 Schedule</u>
PLANNING-BOARD OF ADJUSTMENT			
Residential application 1-2 dwelling units	FY 15	\$150.00	\$150.00
3-4 dwelling units	FY 15	\$250.00	\$250.00
5-and over	FY 15	\$250.00	\$250.00
For each unit over 4	FY 15	\$50.00	\$50.00
Total application fee shall not exceed (cap)	FY 15	\$3,000.00	\$3,000.00
Residential application-accessory structure only	FY 11	\$50.00	\$50.00
Non-residential applications	FY 12	\$300.00	\$300.00
In Addition:			
Per \$1,000 of valuation of new construction	Pre FY 02	\$5.00	\$5.00
Total application fee shall not exceed (cap)	FY 15	\$3,000.00	\$3,000.00
Signs	FY 13	\$200.00	\$200.00
Appeal of administrative decision	FY 17	\$50.00	\$50.00
PLANNING-SITE PLAN REVIEW			
All developments	FY 14	\$500.00	\$500.00
In Addition:			
Per \$1,000 of site costs	Pre FY 02	\$5.00	\$5.00
and per 1,000 square feet of site development area	FY 15	\$10.00	\$10.00
Total application fee shall not exceed (cap)	FY 08	\$15,000.00	\$15,000.00
Site plan amendment			
Administrative approval	FY 17	\$200.00	\$200.00
Administrative approval after work has been done	FY 17	\$500.00	\$500.00
TAC or Planning Board approval	FY 17	\$800.00	\$800.00

**City of Portsmouth
Fee Schedule
Planning Department**

* (Indicates change from current fee)

NOTES

<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2017 Schedule</u>	<u>Suggested FY 2018 Schedule</u>
PLANNING-HISTORIC DISTRICT			
Work Session (prior to application for approval)	FY 17	\$200.00 per work session	\$200.00
Residential applications 1 dwelling unit	FY 15	\$100.00	\$100.00
2 dwelling units	FY 15	\$100.00	\$100.00
3 dwelling units	FY 15	\$250.00	\$250.00
4 and over dwelling units	FY 15	\$400.00	\$400.00
For each unit over 4	FY 15	\$100.00	\$100.00
Accessory structure, mechanical equipment or replacement of doors/windows only	FY 15	\$100.00	\$100.00
Non-residential applications	FY 15	\$500.00	\$500.00
In Addition:			
Per \$1,000 of valuation of new construction	Pre FY 02	\$5.00	\$5.00
Total application fee shall not exceed (cap)	FY 15	\$5,000.00	\$5,000.00
Non-residential applications-accessory structure, mechanical equipment or replacement of doors/windows only	FY 15	\$100.00	\$100.00
Amendment to Certificate of Approval			
Administrative approval	FY 17	\$100.00	\$100.00
Administrative approval after work has been done	FY 17	\$500.00	\$500.00
Commission approval	FY 17	\$800.00	\$800.00
Signs	FY 15	\$100.00	\$100.00
PLANNING DEPARTMENT - ZONING PERMITS			
Certificate of conformity	FY 17	\$50.00	\$50.00
Letter of interpretation	FY 17	\$100.00	\$100.00
Single- or two-family dwelling: new construction or addition, or accessory structure over 400 sq. ft.	FY 17	\$100.00	\$100.00
Multifamily dwelling, nonresidential or mixed residential/nonresidential: new construction, addition, change of use, tenant fit-up	FY 17	\$200.00	\$200.00
Accessory structure less than 400 sq. ft. (detached garage, ground-mounted HVAC, generator, etc.)	FY 17	\$50.00	\$50.00
Signs (per application)	FY 17	\$50.00	\$50.00

**City of Portsmouth
Fee Schedule
Inspection Department**

* (Indicates change from current fee)

NOTES	Description	Fiscal Year Last Adjusted	FY 2017 Schedule	Suggested FY 2018 Schedule
Chapter 8: Article I Section 106 A				
FY 16 there were 92 permits issued for \$4,200	Street Obstructions			
	Initial	FY 11	\$50.00	\$50.00
	Extension	FY 11	\$25.00	\$25.00
BUILDING PERMIT FEES:				
Chapter 12: Part I Section 108.2 International Building Code-				
and				
Chapter 12: Part II Section R108.2 International Residential Code-				
Building/Electric/Plumbing	Note: All Construction Permit Fees rounded up to the nearest \$5.00			
	Minimum Fee-Residential	FY 07	\$50.00	\$50.00
Residential:				
Permits	1,929	Special Inspection Fee	FY 07 \$60.00 Per Hour	\$60.00
Inspections	2,787	Emergency Inspection Fee	FY 07 \$60.00 Per Hour	\$60.00
Value	\$29,534,259	Minimum Fee-Commercial	FY 16 \$100.00	\$100.00
Fees	\$327,750.00	Fire Sprinkler Systems	FY 16 \$100.00 \$5,000 or less in fire sprinkler system cost	\$100.00
Commercial:			FY 16 \$10.00 each additional \$1,000 in fire system sprinkler cost	\$10.00
		Fire Alarm Systems:	FY 16 \$100.00 \$5,000 or less in fire alarm system cost	\$100.00
Permits	1,157		FY 16 \$10.00 each additional \$1,000 in fire alarm system cost	\$10.00
Inspections	1,621	Flat Rate Permits	FY 06 \$35.00	\$35.00
Value	\$96,714,941	Flat Rate Permits: Includes: siding, replacement windows, pools, sheds, buried tanks, pad mounted generators, temporary structures, change-in-occupancy with no construction.		
Fees	\$692,833.00	Demolition Permits	FY 06 \$50.00 For structures up to 2,000 SF floor area	\$50.00
			FY 04 \$10.00 per \$1,000 of demolition cost for structures over 2,000sf	\$10.00

City of Portsmouth
 Fee Schedule
 Inspection Department

* (Indicates change from current fee)

NOTES

<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2017 Schedule</u>	<u>Suggested FY 2018 Schedule</u>
General Renovations			
Residential Rates,	FY 04	\$7.00 per \$1,000 of renovation cost	\$7.00
New Construction, Renovation/Remodel and Additions		Revise Text	Revise Text
Commercial Rates	FY 04	\$10.00 per \$1,000 of renovation cost	\$10.00
Sign Permits-Minimum Fee	FY 04	\$50.00	\$50.00
Special Event Sign	FY 07	\$35.00 per single event	\$35.00
Fee per sq ft of sign area (Permanent or Temporary)	FY 04	\$1.00	\$1.00
<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-			
Reinspection Fee	FY 07	\$100.00 Per Reinspection	\$100.00
<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-			
Fee for Nonpermitted Work			
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 regular permit fee or(2) \$300.00 whichever is greater. If the regular permit fee is over(3) \$300.00, the permit fee shall be the regular fee plus(4) \$300.00.			
	FY 04	(1) 200%	(1) 200%
	FY 07	(2) \$300	(2) \$300
	FY 07	(3) \$300	(3) \$300
	FY 07	(4) \$300	(4) \$300

City of Portsmouth
 Fee Schedule
 Inspection Department

* (Indicates change from current fee)

NOTES

<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2017 Schedule</u>	<u>Suggested FY 2018 Schedule</u>
<p><u>Chapter 12: Part I Section 110.6</u> International Building Code-</p> <p style="text-align: center;">and</p> <p><u>Chapter 12: Part II Section R110.6</u> International Residential Code-</p> <p>Fee for Certificate of Use and Occupancy</p>	FY 07	\$100.00	\$100.00
<p><u>Chapter 12: Part I Section 106.3.6</u> International Building Code-</p> <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	-20%	-20%
ELECTRICAL FEES:			
<p><u>Chapter 12: Part I Section 108.2</u> International Building Code-</p> <p style="text-align: center;">and</p> <p><u>Chapter 12: Part II Section R108.2</u> International Residential Code-</p> <p>Plan Review Fee</p>	FY 04	\$50.00	\$50.00
Special Inspection Fee	FY 07	\$60.00 Per Hour	\$60.00
Emergency Inspection Fee	FY 07	\$60.00 Per Hour	\$60.00
Reinspection fees	FY 07	\$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

City of Portsmouth
 Fee Schedule
 Inspection Department

* (Indicates change from current fee)

NOTES

<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2017 Schedule</u>	<u>Suggested FY 2018 Schedule</u>
Residential-Service Equipment			
Single Phase	FY 07	\$25.00 up to & including 100 Amps.	\$50.00 *
Single Phase	FY 08	\$50.00 101 to 200 Amps.	\$75.00 *
Single Phase	FY 07	\$70.00 201 to 400 Amps.	\$150.00 *
Single Phase	FY 07	\$15.00 Meters (each)	
Lighting Fixtures, Power Utilization			
Equipment & Outlets	FY 04	\$1.00 Each Device	\$1.00
Pad Mounted Generators:			
12 KW or less	FY 12	\$75.00	\$75.00
13 KW to 20 KW	FY 12	\$125.00	\$125.00
21 KW and above	FY 12	\$175.00	\$175.00
Manual Gen. set transfer	FY 12	\$10.00	\$10.00
Automatic Gen. set transfer	FY 12	\$25.00	\$25.00
All fees shall be rounded up to the nearest			
\$5.00 with a minimum fee of \$50.00. (Commercial)	FY 04	\$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 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 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 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 Rate per Thousand Dollars of Contract Cost	\$10.00

**City of Portsmouth
Fee Schedule
Inspection Department**

* (Indicates change from current fee)

NOTES

<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2017 Schedule</u>	<u>Suggested FY 2018 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-				
Reinspection fees				
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 \$100.00 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.				
	FY 07	\$100.00	\$100.00	
<u>Chapter 14: Section 102A E</u>				
Housing Code				
City does not currently collect fee or issue certificate	<u>Certificate of Occupancy</u>	Pre FY 02	\$1.00 Per Building (Good for 3 years)	\$1.00

City of Portsmouth
 Fee Schedule
 Inspection Department

* (Indicates change from current fee)

NOTES

<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2017 Schedule</u>	<u>Suggested FY 2018 Schedule</u>
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			
Residential rate:			
Fee per fixture (plumbing or gas)	Pre FY 02	\$5.00 Each	\$5.00
Water distribution piping (per dwelling)	FY 07	\$30.00 Each	\$30.00
Waste and vent piping (per dwelling)	FY 07	\$30.00 Each	\$30.00
Septic System (per dwelling)	FY 07	\$30.00 Each	\$30.00
Gas distribution piping (per gas meter)	FY 07	\$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 per Mechanical Equipment	\$20.00
Gas Appliance: (Cloths Dryers, Range/Oven Water Heater, etc....)	FY 10	\$5.00 per Gas Appliance	\$5.00
Air Distribution System:	FY 10	\$5.00 per Register	\$5.00
Minimum Permit Fee	FY 07	\$50.00	\$50.00
Commercial rate:			
Required Plan Review Fee	FY 04	\$50.00 Plumbing	\$50.00
(Per contractor and for each revision of plans)	FY 04	\$50.00 Mechanical	\$50.00
Minimum Permit Fee:	FY 04	\$50.00	\$50.00

**City of Portsmouth
Fee Schedule
Inspection Department**

* (Indicates change from current fee)

NOTES

<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2017 Schedule</u>	<u>Suggested FY 2018 Schedule</u>
Commercial-Contract Cost Fee Method			
First \$5000.00 of electrical construction cost from			
\$0.01 to \$5,000.00	FY 07	\$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 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 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 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
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
Special Inspection Fee	FY 07	\$60.00 Per hour	\$60.00
Emergency Inspection Fee	FY 07	\$60.00 Per Hour	\$60.00
 Chapter 15, Part I of II: Section 107.1.2.4			
International Plumbing Code			
Reinspection Fee	FY 07	\$100.00	\$100.00
 Chapter 15, Part II of II: Section 107.6			
International Mechanics Code			
Reinspection Fee	FY 07	\$100.00	\$100.00

**City of Portsmouth
Fee Schedule
Inspection Department**

* (Indicates change from current fee)

NOTES

Description

Fiscal Year
Last Adjusted

FY 2017
Schedule

Suggested
FY 2018
Schedule

Chapter 15, Part I of II: Section 108.8

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) **200%** of the regular permit fee or (2) **\$300.00** whichever is greater. If the regular permit fee is over (3) **\$300.00**, the permit fee shall be the regular fee plus (4) **\$300.00**

	FY 04	(1) 200%	(1) 200%
	FY 07	(2) \$300	(2) \$300
	FY 07	(3) \$300	(3) \$300
	FY 07	(4) \$300	(4) \$300

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) **200%** of the regular permit fee or (2) **\$300.00** whichever is greater. If the regular permit fee is over (3) **\$300.00**, the permit fee shall be the regular fee plus (4) **\$300.00**.

	FY 04	(1) 200%	(1) 200%
	FY 07	(2) \$300	(2) \$300
	FY 07	(3) \$300	(3) \$300
	FY 07	(4) \$300	(4) \$300

**City of Portsmouth
Fee Schedule
Police Department**

* (Indicates change from current fee)

NOTES	Description	Fiscal Year Last Adjusted	FY 2017 Schedule	Suggested FY 2018 Schedule
Chapter 5: Article VIII Section 802				
Alarm Systems Service Charge				
FY 16 Police-Unfounded Emergency Calls were as follows:				
Occurrences	Revenue			
772	No charge	<u>Police-Unfounded Emergency calls</u>	<u>Pre FY 02 No Charge</u>	<u>No Charge</u>
87	\$6,525.00	<u>Police-Unfounded Emergency calls</u>	<u>FY 08 \$75.00</u>	<u>\$75.00</u>
50	\$3,750.00	<u>Police-Unfounded Emergency calls</u>	<u>FY 08 \$75.00</u>	<u>\$75.00</u>
37	\$2,775.00	<u>Police-Unfounded Emergency calls</u>	<u>FY 08 \$75.00</u>	<u>\$75.00</u>
25	\$2,500.00	<u>Police-Unfounded Emergency calls</u>	<u>FY 08 \$100.00</u>	<u>\$100.00</u>
15	\$2,250.00	<u>Police-Unfounded Emergency calls</u>	<u>FY 10 \$150.00</u>	<u>\$150.00</u>
10	\$2,000.00	<u>Police-Unfounded Emergency calls</u>	<u>FY 10 \$200.00</u>	<u>\$200.00</u>
15	\$4,500.00	<u>Police-Unfounded Emergency calls</u>	<u>FY 08 \$300.00</u>	<u>\$300.00</u>
4	\$1,600.00	<u>Police-Unfounded Emergency calls</u>	<u>FY 09 \$400.00</u>	<u>\$400.00</u>
0	\$0.00	<u>Police-Unfounded Emergency calls</u>	<u>FY 10 \$500.00</u>	<u>\$500.00</u>
0	\$0.00	<u>Police-Unfounded Emergency calls</u>	<u>FY 10 \$1,000.00</u>	<u>\$1,000.00</u>
1015	\$25,900.00	<u>Fire-Unfounded Emergency calls</u>	<u>Pre FY 02 No Charge</u>	<u>No Charge</u>
		<u>Fire-Unfounded Emergency calls</u>	<u>Pre FY 02 \$50.00</u>	<u>\$50.00</u>
Total calls by FY		<u>Fire-Unfounded Emergency calls</u>	<u>Pre FY 02 No Charge</u>	<u>No Charge</u>
FY 15	1,149	<u>Fire-Unfounded Emergency calls</u>	<u>Pre FY 02 \$50.00</u>	<u>\$50.00</u>
FY 14	1,095			
FY 13	973			
FY 12	1,005			
FY 11	1,030			
FY 10	1,031			
Fire Department does not currently monitor unfounded Emergency calls				
Chapter 7: Article V Section 504				
Bicycles				
Fee is not charged	<u>License</u>	<u>Pre FY 02</u>	<u>No Charge</u>	<u>No Charge</u>
FY 16 0 Occurrences	<u>U-Visa research</u>	<u>FY 13</u>	<u>\$150.00</u>	<u>\$150.00</u>

**City of Portsmouth
Fee Schedule
Fire Department**

* (Indicates change from current fee)

NOTES	<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2017 Schedule</u>	<u>Suggested FY 2018 Schedule</u>
<u>Chapter 5: Article IV Section 406 Petroleum Inspector</u>				
N/A	Compensation	Pre FY 02	\$0.32 per 1,000 gallons	\$0.32
				<u>(not to exceed the sum</u>
				<u>of \$2.00 per tanker)</u>
				<u>(minimum fee shall not</u>
				<u>be less than \$1.00)</u>
<u>Chapter 5: Article IX Section F403.2</u>				
FY 16 there were 149 permits issued for \$1,490	Open Burning	FY 13	\$10.00 Inspection Fee	\$10.00
FY 16 there were 20 reports researched for \$500	Environmental Reports and Research	FY 06	\$25.00	\$25.00

**City of Portsmouth
Fee Schedule
Public Works**

* (Indicates change from current fee)

Suggested

NOTES	Description	Fiscal Year Last Adjusted	FY 2017 Schedule	FY 2018 Schedule
	New Fee			
	Blasting Permit	FY 18	N/A	* \$100.00
	New Fee			
	New Driveway Permit	FY 18	N/A	* \$50.00
Occurrences 114	FY16 Revenue \$36,035	Excavation Permit		
		FY 15	\$200.00 1st 100 sf.	\$200.00
		FY 17	\$400.00 Expedited Permit Surcharge	\$400.00
			(within 3 business days)	
		FY 15	\$100.00 each additional 100 sf.	\$100.00
320	\$7,135	Flagging Permit		
		FY 14	\$25.00	\$25.00
		FY 17	\$50.00 Expedited Permit Surcharge	\$50.00
			(within 3 business days)	
	Rental Fees-Note: The following rental fees will be waved for Portsmouth based Non-Profits			
	Cone	FY 15	\$1.50 ea/ per event	\$1.50
	Trash/Recycling Receptacle	FY 15	\$2.00 ea/ per event	\$2.00
	Wood Barricade	FY 15	\$2.00 ea/ per event	\$2.00
	Metal Barricade	FY 15	\$4.00 ea/ per event	\$4.00
	Sign	FY 15	\$5.00 ea/ per event	\$5.00

**City of Portsmouth
Fee Schedule
Public Works**

* (Indicates change from current fee)

Suggested

NOTES

Description

Fiscal Year
Last Adjusted

FY 2017
Schedule

FY 2018
Schedule

Maps

Copy of existing map: 8 1/2 x 11 (B & W)	FY 06	\$0.50 Each Print	\$0.50
11 x 17 (B & W)	PRE FY 02	\$0.50 Each Print	\$0.50
22 x 34 (B & W)	FY 09	\$10.00 Each Print	\$10.00
24 x 36 (B & W)	FY 09	\$10.00 Each Print	\$10.00
44 x 34 (B & W)	FY 09	\$20.00 Each Print	\$20.00
Plot existing maps: 8 1/2 x 11	FY 06	\$5.00 Each Print	\$5.00
11 x 17	FY 06	\$5.00 Each Print	\$5.00
22 x 34	PRE FY 02	\$10.00 Each Print	\$10.00
24 x 36	PRE FY 02	\$10.00 Each Print	\$10.00
44 x 34	PRE FY 02	\$20.00 Each Print	\$20.00
Utility/Geodetic Control Map- for individual property 8 1/2 x 11 (Color)	FY 09	\$0.00	\$0.00
by Email	FY 09	\$0.00	\$0.00
on Cd	FY 09	\$10.00	\$10.00
Maps in PDF format: Tax Map CD	FY 09	\$10.00	\$10.00
Standard GIS and CAD Data DVD:	FY 09	\$50.00	\$50.00
Custom Disk of Historical Data (CD or DVD)	FY 09	\$100.00	\$100.00

Occurrence	FY16 Revenue
299	\$1,495.00
1195	\$11,950.00
611	\$6,110.00
221	\$5,525.00

Disposal of Tires	FY 04	\$5.00 per tire	\$5.00
Disposal of Electronics	FY 15	\$10.00 per unit	\$10.00
CFC Removal	FY 17	\$20.00 per unit	\$20.00
Propane Tanks (30# & larger)	FY 18	N/A per tank	* \$5.00
Yard Waste Disposal (contractors)	FY 15	\$25.00	\$25.00

**City of Portsmouth
Fee Schedule
Recreation**

* (Indicates change from current fee)

NOTES

Description

Fiscal Year
Last Adjusted

FY 2017
Schedule

Suggested
FY 2018
Schedule

RECREATION-SPINNAKER PT.

Calendar Year Information:		
	2015	2016
	Members	Members
Adult	677	643
Sr. Citizen	645	639
Other	315	201
FY Revenue	\$234,322	\$256,770

Adult Resident

FY 14 \$216.00 per year

\$216.00

Senior Citizen Resident

FY 14 \$108.00 per year

\$108.00

Adult Non-Resident

FY 14 \$432.00 per year

\$432.00

Senior Citizen Non-Resident

FY 14 \$216.00 per year

\$216.00

Daily Guest Fee Resident

PRE FY 02 \$5.00 per day

\$5.00

Daily Guest Fee Non-Resident

FY 12 \$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 14	FY 15	FY 16
\$441,393	\$421,634	\$440,814

5 & Under, Resident

FY 11 \$3.00 per session

\$3.00

5 & Under, Non-Resident

FY 11 \$5.00 per session

\$5.00

5 & Under, Resident/Membership

FY 11 \$180.00 per year

\$180.00

5 & Under, Non-Resident/Membership

FY 11 \$240.00 per year

\$240.00

6-17, Resident

FY 11 \$5.00 per session

\$5.00

6-17, Non-Resident

PRE FY 02 \$10.00 per session

\$10.00

6-17, Resident/Membership

FY 11 \$180.00 per year

\$180.00

6-17, Non-Resident/Membership

FY 11 \$240.00 per year

\$240.00

18-59, Resident

FY 11 \$5.00 per session

\$5.00

18-59, Non-Resident

FY 11 \$10.00 per session

\$10.00

18-59, Resident/Membership

FY 11 \$300.00 per year

\$300.00

18-59, Non-Resident/Membership

FY 11 \$540.00 per year

\$540.00

Senior Citizen, Resident

FY 11 \$3.00 per session

\$3.00

**City of Portsmouth
Fee Schedule
Recreation**

* (Indicates change from current fee)

NOTES	Description	Fiscal Year Last Adjusted	FY 2017 Schedule	Suggested FY 2018 Schedule
	Senior Citizen, Non-Resident	FY 11	\$5.00 per session	\$5.00
	Senior Citizen, Resident/Membership	FY 11	\$240.00 per year	\$240.00
	Senior Citizen, Non-Resident/Membership	FY 11	\$300.00 per year	\$300.00
	First Adult, Resident/Family Rate	FY 11	\$300.00 per year	\$300.00
	First Adult, Non-Resident/Family Rate	FY 11	\$540.00 per year	\$540.00
	Second Adult, Resident/Family Rate	FY 11	\$180.00 per year	\$180.00
	Second Adult, Non-Resident/Family Rate	FY 11	\$300.00 per year	\$300.00
	Maximum Per Family, Resident/Family Rate	FY 11	\$720.00 per year	\$720.00
	Maximum Per Family, Non-Resident/Family Rate	FY 11	\$720.00 per year	\$720.00
	Swimming Lessons (rates based on a 8 lesson Session)			
	Resident Member	FY 11	\$30.00	\$30.00
	Resident Non-Member	FY 11	\$45.00	\$45.00
	Non-Resident Member	FY 11	\$65.00	\$65.00
	Non-Resident Non-Member	FY 11	\$100.00	\$100.00
	Pool Rental	FY 11	\$150.00 per hour	\$150.00
	per staff	FY 09	\$40.00	\$40.00
	New Member Processing Fee	FY 11	\$25.00	\$25.00

RECREATION-OUTDOOR POOL

The Recreation Department reported the following Outdoor Pool usage:		
	2015	2016
Revenue Collected	\$27,979	\$32,801

18 & Under, Resident	PRE FY 02	\$0.00 per day	\$0.00
18 & under, Non-Resident	FY 12	\$2.00 per day	\$2.00
19 & Over, Resident	FY 12	\$2.00 per day	\$2.00
19 & over, Non-Resident	FY 12	\$4.00 per day	\$4.00

RECREATION-MISCELLANEOUS

Field/Gym-Organized Teams(all inclusive)	FY 14	\$30.00 per team	\$30.00
Practice-Field/Gym use (does not apply to youth athletics including Little League)	FY 12	\$20.00	\$20.00
Co-sponsored (non-swim team) programs			

**City of Portsmouth
Fee Schedule
Recreation**

* (Indicates change from current fee)

NOTES	<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2017 Schedule</u>	<u>Suggested FY 2018 Schedule</u>
	maintenance fee (placed in maintenance fund)	<u>FY 06</u>	<u>\$200.00 per team</u>	<u>\$200.00</u>
	Non-Resident participants in co-sponsored (non-swim team) programs (placed in maintenance fund)	<u>FY 06</u>	<u>\$20.00 per person</u>	<u>\$20.00</u>
	Electrical Light Usage at Ballfields(does not apply to youth athletics)	<u>FY 14</u>	<u>\$60.00</u>	<u>\$60.00</u>
	Room Rental	<u>PRE FY 02</u>	<u>\$10.00</u>	<u>\$10.00</u>
	Peirce Island Boat Launch:			
	Boat Launch (Non-Resident)	<u>FY 14</u>	<u>\$150.00 per season</u>	<u>\$150.00</u>
	Boat Launch (Non-Resident)	<u>FY 14</u>	<u>\$20.00 per launch</u>	<u>\$20.00</u>
	Kayaks, non-motorized (Non-Resident)	<u>FY 14</u>	<u>\$10.00 per launch</u>	<u>\$10.00</u>
	Kayaks, non-motorized (Non-Resident)	<u>FY 14</u>	<u>\$75.00 per season</u>	<u>\$75.00</u>
	Commercial (Non-Resident)	<u>FY 14</u>	<u>\$50.00 per launch</u>	<u>\$50.00</u>

Boat Launch fees collected:	
FY 15	FY 16
\$9,570	\$9,710

**City of Portsmouth
Fee Schedule
Health Department**

* (Indicates change from current fee)

NOTES

Description

Fiscal Year
Last Adjusted

FY 2017
Schedule

Suggested
FY 2018
Schedule

HEALTH

FY 16 Health Permits were as follows:	
# of Permits	Fees Collected
5	\$2,500.00
8	\$2,800.00
17	\$5,950.00
44	\$15,400.00
15	\$4,500.00
39	\$9,360.00
28	\$5,040.00
107	\$13,375.00
	\$58,925.00
3	\$375.00
8	\$2,800.00
5	\$400.00
30	\$1,500.00
9	\$1,800.00
Individual occurrences not tracked	
Individual occurrences not tracked	
Individual occurrences not tracked	

Class	Description	Fiscal Year Last Adjusted	FY 2017 Schedule	Suggested FY 2018 Schedule
A4	Restaurants (400 + seating capacity)	FY 14	\$500.00 Annually	\$500.00
A3	Restaurants (300-399 seating capacity)	FY 14	\$450.00 Annually	\$450.00
A2	Restaurants (200-299 seating capacity)	FY 14	\$400.00 Annually	\$400.00
A1	Restaurants (100-199 seating capacity)	FY 07	\$350.00 Annually	\$350.00
B	Restaurants (76-99 seating capacity)	FY 07	\$300.00 Annually	\$300.00
C	Restaurants (51-75 seating capacity)	FY 07	\$240.00 Annually	\$240.00
D	Restaurants (26-50 seating capacity)	FY 07	\$180.00 Annually	\$180.00
E	Restaurants (0-25 seating capacity)	FY 07	\$125.00 Annually	\$125.00
E	Bakeries	FY 07	\$125.00 Annually	\$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 Annually	\$125.00
E	Catering	FY 07	\$125.00 Annually	\$125.00
F	Supermarkets	FY 14	\$500.00 Annually	\$500.00
G	Bed and Breakfast Operations	FY 07	\$80.00 Annually	\$80.00
G	Nursing Home (Food Service)	FY 07	\$80.00 Annually	\$80.00
H	Prepackaged Foods (movie theaters, gas stations, video, candy, department, drug stores)	PRE FY 02	\$50.00 Annually	\$50.00
M	Mobile Food Operations	FY 12	\$200.00 Annually	\$200.00
T	Temporary Food Permit (Portsmouth business with food service permit exempt)	FY 14	\$125.00 (up to two (2) weeks before the day of the event)	\$125.00
		PRE FY 02	\$100.00 (additional thereafter)	\$100.00
TT	Sampling for non potentially hazardous foods (14 days or less) (Portsmouth business with food service permit exempt)	FY 10	\$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)

NOTES

2	\$300.00
24	\$3,360.00
11	\$0.00

	<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2017 Schedule</u>	<u>Suggested FY 2018 Schedule</u>
		<u>FY 10</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>\$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 Annually</u>	<u>\$140.00</u>
X	No Fundraiser Fee for Health Department Permits:			
	Religious Organizations			
	Youth Groups			
	Veteran Groups			*
	Disabled			*
	School Related organizations	<u>FY 10</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>\$200.00 per event</u>	<u>\$200.00</u>
	Inspection Fees:			
	Family Day Care & Foster Care	<u>FY 16</u>	<u>\$10.00 Every 3 years</u>	<u>\$10.00</u>
Z	Daycare with more than 100 children	<u>FY 16</u>	<u>\$100.00 Every 3 years</u>	<u>\$100.00</u>
	Customer Appreciation Events	<u>FY 18</u>	<u>N/A</u>	* <u>\$75.00</u>

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

* (Indicates change from current fee)

NOTES	Description	Fiscal Year Last Adjuster	FY 2017 Schedule	Suggested FY 2018 Schedule
Chapter 6: Article XIII Section 1307				
Vendor from Motor Vehicle				
FY 16- 1 permits issued \$7,000	Vendor From Motor Vehicle	FY 10	\$5,000.00 Minimum Bid	\$5,000.00
	Permit April 15- November 15			
Valet Parking				
	Valet - from non High Occupancy Metered Parking Spaces	FY 10	\$10.00 space per day	\$10.00
	Valet - from High Occupancy Metered Parking Spaces	FY 14	\$15.00 space per day	\$15.00
	Valet - from Commercial Loading Zone	FY 10	\$500.00 annually	\$500.00
Chapter 7: Article I Section 114A				
Construction Permit				
Revenue: FY 14 \$133,004	FY 15 \$120,745	FY 16 \$130,575		
	Temporary Metered Parking Space Permit	FY 13	\$30.00 Per Day	* \$35.00
	Temporary Metered Parking Space Permit	FY 16	\$45.00 High Occupancy Space Per Day	* \$50.00
Chapter 7: Article III Section 321G				
Snow Emergency-Parking Ban				
	Resident Snow Ban Rate for Parking in High Hanover	FY 07	\$3.00 Per Snow Ban Event	\$3.00
Parking Facility				

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

* (Indicates change from current fee)

NOTES	Description	Fiscal Year Last Adjuster	FY 2017 Schedule	Suggested FY 2018 Schedule
Chapter 7: Article IV Section 402 C				
High Hanover Parking Garage				
Hourly rate revenue: FY 14 FY 15 FY 16 \$1,464,658 \$1,803,655 \$2,084,032 Monthly pass revenue: FY14 FY 145 FY 16 \$778,645 \$1,115,888 \$1,080,605 Pass Reinstatement revenue: FY 14 FY 15 FY 16 \$3,905 \$3,380 \$2,955 Monthly passes as of Jan 17 as follows: 750 - \$135 per month (24 hr passes) 127 - on waiting list	Rates	FY 16	\$1.25 Hourly Rate	* \$1.50
		FY 13	Free Resident-Sunday	Free
		FY 15	\$135.00 Monthly Pass 24 hr	* *****
		FY 18	N/A Monthly 24 hr-Resident Pass	* \$150.00
		FY 18	N/A Monthly-24 hr-All other Passes	*(1) \$165.00
		(1) Note: Fee Committee approved 02-23-17 increasing All Other Passes to \$175 per month in FY 19 and \$200 when Parking Facility on Deer Street opens.		
		FY 17	20 Hrs@ rate Lost Ticket Fee/Max Daily rate	20 Hrs@ rate
		FY 16	\$100.00 Garage Pass Deposit	\$100.00
		FY 08	\$15.00 Pass Reinstatement Fee-Leaseholders	\$15.00
		FY 16	\$5.00 Special Event Parking	\$5.00
	Electric Vehicle Reserved parking	FY 13	\$1.25 Per Hour Charge	* Delete
Chapter 7: Article IV Section 408				
Boat launch				
FY 16- 1 permits issued	Peirce Island Overnight Boat Launch Parking	FY 10	\$5.00 Nightly	\$5.00
Chapter 7: Article VI Section 604				
Truck Loading/Unloading Zones				
FY 16 - 76 permits issued for \$3,040	Commercial Loading Zone Permit	FY 16	\$40.00 Annually	* \$50.00
Chapter 7: Article IX Section 903				
Summons Administration Fee				
Revenue: FY 14 FY 15 FY 16 \$1,200 \$925 \$200	Summons Administration Fee	FY 16	\$150.00	\$150.00
Chapter 7: Article X Section 1004B				
Towing				
Revenue: FY 14 FY 15 FY 16 \$9,225 \$22,435 \$22,885	Immobilization Administration Fee	FY 15	\$150.00	\$150.00

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

* (Indicates change from current fee)

NOTES	Description	Fiscal Year Last Adjusted	FY 2017 Schedule	Suggested FY 2018 Schedule
	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
	Chapter 11: Article II Section 205			
	Building Sewers and Connections			
	Permit	FY 15	\$25.00 New Customer	\$25.00
	Storm Water Connection Permit Fee (Dependent upon revision of ordinance)			
	Permit	FY 15	\$250.00 New Customer	\$250.00
	Industrial Discharge Permit Fee, Including Permit Renewals			
	Class 1, Permit	FY 08	Permit Based Fee	Consultant Based Fee
	Class 2, Permit	FY 08	Permit Based Fee	Consultant Based Fee
	Class 3, Permit	FY 08	\$500.00 New Customer	\$500.00
	Class 4, Permit	FY 08	\$500.00 New Customer	\$500.00
	Class 5, Permit	FY 08	\$500.00 New Customer	\$500.00
	Oil and Grease Trap Permit Fee	FY 15	\$150.00 New Customer	\$150.00
	Oil and Grease Trap Permit Renewal Fee	FY 15	\$75.00 Annual	\$75.00
	Inspection Fee	FY17	\$60.00 Per hour	\$60.00

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

* (Indicates change from current fee)

NOTES	Description	Fiscal Year Last Adjusted	FY 2017 Schedule	Suggested FY 2018 Schedule
WATER and SEWER FEES				
FY16 Occurrences were as follows				
Occurrences	Revenue			
160	\$6,400			
121	\$4,840			
426	\$17,040			
Occurrences not tracked individually				
6	\$300			
4	\$800			
	Finance Charge, Unpaid balances after due date	PRE FY 02	18% annual	18% annual
	Turn On	FY 16	\$40.00 per occurrence	\$40.00
	Turn Off	FY 16	\$40.00 per occurrence	\$40.00
	Final Billing Request	FY 14	\$40.00 per occurrence	\$40.00
	Hydrant Rental Deposit	FY 08	\$1,000.00 per occurrence	\$1,000.00
	Yearly Account History	PRE FY 02	\$10.00 per occurrence	\$10.00
	Frozen Meter Repairs =< 1 1/2"	FY 15	\$50.00 per occurrence	\$50.00
	Frozen Meter Repairs >1 1/2"	FY 15	\$100.00 per occurrence	\$100.00
	If parts exceed the minimum charge, customer is charged for parts.			
	Emergency Callout	FY 15	\$200.00 per occurrence	\$200.00
	Based on current wages + benefits			
	Minimum callout=4 hours overtime per union contracts			
	Meter Testing <1 1/2"	FY 14	\$50.00 per occurrence	\$50.00
	Meter Testing >=1 1/2"	FY 17	\$75.00 per occurrence	\$75.00
	When requested by customer, (if meter test fails no charge to customer)			
	Water Services Application Fee	FY 15	\$150.00 per occurrence	\$150.00
	Meter Reading System Repairs	FY 17	\$60.00 per occurrence	\$60.00
	Plus cost of parts			
	Fire Flow Testing	FY 13	\$200.00 per Test	\$200.00
		FY 17	\$100.00 per Visit	\$100.00
	Fire Services, Fee per Month			
	1"	FY 08	\$2.55 monthly	\$2.55
	1 1/2"	FY 08	\$3.82 monthly	\$3.82
	2"	FY 08	\$5.09 monthly	\$5.09
	2 1/2"	FY 08	\$7.64 monthly	\$7.64

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

* (Indicates change from current fee)

NOTES	Description	Fiscal Year Last Adjusted	FY 2017 Schedule	Suggested FY 2018 Schedule
	3"	FY 08	\$12.22 monthly	\$12.22
	4"	FY 17	\$19.53 monthly	* \$19.59
	5"	FY 17	\$33.83 monthly	* \$34.58
	6"	FY 17	\$49.72 monthly	* \$53.39
	8"	FY 17	\$101.48 monthly	* \$111.55
	10"	FY 17	\$174.40 monthly	* \$196.55
	12"	FY 17	\$277.12 monthly	* \$315.19
1,040 \$182,000	Hydrant Rentals to Municipalities per hydrant	FY 17	\$200.00 Annually	* \$225.00
1,649 \$90,695	Backflow Test	FY 15	\$55.00 per occurrence	\$55.00
Occurrences not tracked individually	Permits	FY 15	\$50.00 per occurrence	\$50.00
Occurrences not tracked individually	Bacteria Test and Sampling	FY 17	\$75.00 per occurrence	\$75.00
	Sewer Surcharges-BOD Portsmouth	FY 15	\$0.20 per LB	\$0.20
not tracked by location	Pease	FY 15	\$0.20 per LB	\$0.20
	TSS Portsmouth	FY 15	\$0.17 per LB	\$0.17
not tracked by location	Pease	FY 15	\$0.17 per LB	\$0.17
1,910 M gals \$167,641	Dumping Fees per 1,000 gals	FY 16	\$65.00 per 1,000 gallons	\$65.00
Occurrences not tracked individually	Recreation Vehicles	FY 17	\$30.00 per 1,000 gallons	\$30.00
Occurrences not tracked individually	Sewer Connection Permits, as req'd ENV-WQ 703.07	FY 15	\$150.00 new customer	\$150.00
	Sewer Connection Fees	FY 15	\$350.00 new customer	\$350.00
284 \$4,260	Equipment Rate (Water & Sewer) - Pick Up	FY 12	\$15.00 per hour	\$15.00
64 \$3,200	Backhoe	FY 16	\$50.00 per hour	\$50.00
93 \$6,975	Excavator	FY 16	\$75.00 per hour	\$75.00
119 \$5,950	Dump	FY 16	\$50.00 per hour	\$50.00
	Compressor	FY 17	\$20.00 per hour	\$20.00
	Tapping	FY17	\$25.00 per hour	\$25.00
	Pump	FY 14	\$15.00 per hour	\$15.00
	Roller	FY 16	\$30.00 per hour	\$30.00
	Loader	FY 16	\$60.00 per hour	\$60.00
	Steamer	FY 14	\$15.00 per hour	\$15.00
12 \$900	Vactor	FY 17	\$150.00 per hour	\$150.00
	Paver	FY 17	\$65.00 per hour	\$65.00

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

* (Indicates change from current fee)

NOTES	<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2017 Schedule</u>	<u>Suggested FY 2018 Schedule</u>	
		TV Camera Vehicle			
		FY 17	\$150.00 per hour	\$150.00	
FY16	\$164,320	Water - Capacity Improvement Multiplier (CIM) EDU = equivalent dwelling unit	FY 15	\$1,300.00 per EDU New Service	\$1,300.00
FY16	\$50,760	Sewer - Capacity Improvement Multiplier (CIM) EDU = equivalent dwelling unit	FY 15	\$1,800.00 per EDU New Service	\$1,800.00

**City of Portsmouth
Fee Schedule
Library**

* (Indicates change from current fee)

NOTES	<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2017 Schedule</u>	<u>Suggested FY 2018 Schedule</u>
LIBRARY				
FY 16 Library Card collections of \$28,478	Non-Resident Library Card	<u>FY 15</u>	<u>\$90.00</u>	<u>\$90.00</u>
	Non-Resident Library Card-1/2 year	<u>FY 15</u>	<u>\$50.00</u>	<u>\$50.00</u>
	Non-Resident Library Card-Senior Ra	<u>FY 15</u>	<u>\$80.00</u>	<u>\$80.00</u>
	Non-Resident Library Card-Senior Ra	<u>FY 15</u>	<u>\$45.00</u>	<u>\$45.00</u>

**City of Portsmouth
Fee Schedule
Prescott Park**

* (Indicates change from current fee)

NOTES

Description

Fiscal Year FY 2017
Last Adjusted Schedule

Suggested
FY 2018
Schedule

Chapter 8: Article II Section 202 E 7 b

Park Property-

Park Property-Per Day Docking Fees

Fiscal Year 2016 revenue collected was \$ 62,780.

RESIDENT (May 1-Sep 30)

Craft up to twenty (20) ft in length overall	FY 15	\$3.00 Per Hour	\$3.00
For craft twenty-one (21) ft to forty (30) ft overall	FY 15	\$4.00 Per Hour	\$4.00
For craft thirty-one (31) ft to forty (40) ft overall	FY 15	\$5.00 Per Hour	\$5.00
For craft over forty-one (41) ft to fifty (50) ft overall	FY 15	\$7.00 Per Hour	\$7.00
For craft over fifty (50) ft overall	FY 15	\$8.00 Per Hour	\$8.00

NON-RESIDENT (May 1-Sep 30)

Craft up to twenty (20) ft in length overall	FY 15	\$6.00 Per Hour	\$6.00
For craft twenty-one (21) ft to forty (30) ft overall	FY 15	\$9.00 Per Hour	\$9.00
For craft thirty-one (31) ft to forty (40) ft overall	FY 15	\$12.00 Per Hour	\$12.00
For craft over forty-one (41) ft to fifty (50) ft overall	FY 15	\$15.00 Per Hour	\$15.00
For craft over fifty (50) ft overall	FY 15	\$18.00 Per Hour	\$18.00

RESIDENT (Oct 1-Apr 30)

Craft up to twenty (20) ft in length overall	FY 15	\$2.00 Per Hour	\$2.00
For craft twenty-one (21) ft to forty (30) ft overall	FY 15	\$2.00 Per Hour	\$2.00
For craft thirty-one (31) ft to forty (40) ft overall	FY 15	\$4.00 Per Hour	\$4.00
For craft over forty-one (41) ft to fifty (50) ft overall	FY 15	\$6.00 Per Hour	\$6.00
For craft over fifty (50) ft overall	FY 15	\$6.00 Per Hour	\$6.00

NON-RESIDENT (Oct 1-Apr 30)

Craft up to twenty (20) ft in length overall	FY 15	\$4.00 Per Hour	\$4.00
For craft twenty-one (21) ft to forty (30) ft overall	FY 15	\$6.00 Per Hour	\$6.00
For craft thirty-one (31) ft to forty (40) ft overall	FY 15	\$7.00 Per Hour	\$7.00
For craft over forty-one (41) ft to fifty (50) ft overall	FY 15	\$8.00 Per Hour	\$8.00
For craft over fifty (50) ft overall	FY 15	\$10.00 Per Hour	\$10.00

**City of Portsmouth
Fee Schedule
Prescott Park**

* (Indicates change from current fee)

NOTES

<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2017 Schedule</u>	<u>Suggested FY 2018 Schedule</u>
Park Property-Per Day Docking Fees (to be paid in advance)			
RESIDENT (May 1-Sep 30)			
Craft up to twenty (20) ft in length overall	FY 15	\$30.00 Per Day	\$30.00
For craft twenty-one (21) ft to forty (30) ft overall	FY 15	\$35.00 Per Day	\$35.00
For craft thirty-one (31) ft to forty (40) ft overall	FY 15	\$40.00 Per Day	\$40.00
For craft over forty-one (41) ft to fifty (50) ft overall	FY 15	\$50.00 Per Day	\$50.00
For craft over fifty (50) ft overall	FY 15	\$60.00 Per Day	\$60.00
NON-RESIDENT (May 1-Sep 30)			
Craft up to twenty (20) ft in length overall	FY 15	\$40.00 Per Day	\$40.00
For craft twenty-one (21) ft to forty (30) ft overall	FY 15	\$60.00 Per Day	\$60.00
For craft thirty-one (31) ft to forty (40) ft overall	FY 15	\$80.00 Per Day	\$80.00
For craft over forty-one (41) ft to fifty (50) ft overall	FY 15	\$100.00 Per Day	\$100.00
For craft over fifty (50) ft overall	FY 15	\$120.00 Per Day	\$120.00
RESIDENT (Oct 1-Apr 30)			
Craft up to twenty (20) ft in length overall	FY 15	\$15.00 Per Day	\$15.00
For craft twenty-one (21) ft to forty (30) ft overall	FY 15	\$18.00 Per Day	\$18.00
For craft thirty-one (31) ft to forty (40) ft overall	FY 15	\$20.00 Per Day	\$20.00
For craft over forty-one (41) ft to fifty (50) ft overall	FY 15	\$25.00 Per Day	\$25.00
For craft over fifty (50) ft overall	FY 15	\$30.00 Per Day	\$30.00

**City of Portsmouth
Fee Schedule
Prescott Park**

* (Indicates change from current fee)

NOTES

<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2017 Schedule</u>	<u>Suggested FY 2018 Schedule</u>
NON-RESIDENT (Oct 1-Apr 30)			
Craft up to twenty (20) ft in length overall	FY 15	\$20.00 Per Day	\$20.00
For craft twenty-one (21) ft to forty (30) ft overall	FY 15	\$30.00 Per Day	\$30.00
For craft thirty-one (31) ft to forty (40) ft overall	FY 15	\$40.00 Per Day	\$40.00
For craft over forty-one (41) ft to fifty (50) ft overall	FY 15	\$50.00 Per Day	\$50.00
For craft over fifty (50) ft overall	FY 15	\$60.00 Per Day	\$60.00
Park Property-Seasonal Rental Docking Fees			
RESIDENT (April 2 - November 1)	FY 15	\$110.00 Per Season per boat foot	\$110.00
	FY 17	\$1,500.00 Per Season Minimum	\$1,500.00
NON-RESIDENT (April 2 - November 1)	FY 15	\$135.00 Per Season per boat foot	\$135.00
	FY 17	\$1,850.00 Per Season Minimum	\$1,850.00
Park Property-Docking Utility Access Fees			
<u>Dock Utility Access:</u>			
Resident	FY 15	\$10.00 per Stay	\$10.00
	FY 17	\$250.00 Per Season	\$250.00
Non Resident	FY 15	\$10.00 per Stay	\$10.00
	FY 17	\$250.00 Per Season	\$250.00
Park Property-Wedding Reservation Fee			
The wedding reservation fee shall be waived when either one of the persons being married is a Portsmouth resident. The fee shall be refunded in the event that the wedding cannot be held in Prescott Park due to inclement weather.			
Weddings which include 1-10 participants in total		\$100.00	* \$150.00
Weddings which include 11-74 participants in total		\$250.00	* \$375.00
Weddings which include more than 74 participants in total		\$500.00	* \$750.00

CITY OF PORTSMOUTH FORMAT OF ACCOUNTS



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**City of Portsmouth
Expenditure Account Structure**

XX-	-XXX-	-XXX-	-XX-	-XXX-	-XXX-	-XXXXXX
Fund(2)	Dept(3)	Div(3)	Sub-Div(2)	Location(3)	State(3)	Object(6)

FUND

XX-	-XXX-	-XXX-	-XX-	-XXX-	-XXX-	-XXXXXX
Fund(2)	Dept(3)	Div(3)	Sub-Div(2)	Location(3)	State(3)	Object(6)

01	GENERAL FUND
17	PARKING FUND
20	CDBG
21	PEDLP
25	UDAG
50	WATER FUND
51	SEWER FUND
84	PRESCOTT PARK

DEPARTMENT

XX-	-XXX-	-XXX-	-XX-	-XXX-	-XXX-	-XXXXXX
Fund(2)	Dept(3)	Div(3)	Sub-Div(2)	Location(3)	State(3)	Object(6)

700	FINANCE
709	HUMAN RESOURCES
710	CITY COUNCIL
711	CITY MANAGER
712	CITY CLERK
713	ELECTIONS
714	PLANNING
715	LEGAL
716	INSPECTION
733	DEBT SERVICE
734	CONTINGENCY
735	OVERLAY
736	GENERAL ADMINISTRATION
737	COUNTY TAX
738	OTHER NON-OPERATING

**City of Portsmouth
Expenditure Account Structure**

740 POLICE
 741 FIRE
 744 CIVIL DEFENSE
 751 PUBLIC WORKS
 752 PARKING/TRANSPORTATION
 753 STORMWATER
 780 LIBRARY
 785 RECREATION
 786 SENIOR SERVICES
 789 COMMUNITY DEVELOPMENT
 790 HEALTH
 792 WELFARE
 793 OUTSIDE SOCIAL SERVICES
 794 EDUCATION
 795 CAPITAL OUTLAY

DIVISION

XX- Fund(2)	-XXX- Dept(3)	-XXX- Div(3)	-XX- Sub-Div(2)	-XXX- Location(3)	-XXX- State(3)	-XXXXXX Object(6)
		101		CITY COUNCIL		
		102		CITY MANAGER		
		104		ALLOCABLE BENEFITS		
		105		CITY CLERK		
		106		ELECTION		
		107		LEGAL		
		201		ACCOUNTING		
		202		ASSESSING		
		203		TAX COLLECTION		
		204		INFORMATION TECHNOLOGY		
		301		TANS		
		302		BONDED DEBT		
		303		LEASES		
		304		OTHER DEBT SERVICE		
		310		CONTINGENCY		
		320		OVERLAY		
		339		SENIOR SERVICES		
		350		GENERAL ADMINISTRATIVE		

**City of Portsmouth
Expenditure Account Structure**

360	COUNTY TAX
370	CAPITAL OUTLAY
410	PLANNING
411	CDBG
412	REVOLVING LOANS
413	UDAG
414	HOUSING FUNDS
416	MICRO LOAN PROGRAM
420	INSPECTION
430	HEALTH
510	DETECTIVES
520	PATROL
530	DISPATCH
540	PARKING GARAGE
541	PARKING ENFORCEMENT
542	PARKING METERS
543	PARKING COLLECTIONS
544	PUBLIC TRANSPORTATION
550	CROSSING GUARDS
570	FIRE FIGHTERS
580	AMBULANCE
590	CIVIL DEFENSE
610	ADMINISTRATION
620	ENGINEERING
630	BUILDINGS
640	HIGHWAYS
642	COLLECTIONS (STORMWATER)
644	TREATMENT (STORMWATER)
650	WATER SUPPLY & TREATMENT
660	WATER DISTRIBUTION
670	WASTEWATER TREATMENT
680	WASTEWATER COLLECTION
710	LIBRARY
720	COMMUNITY CENTERS
730	SWIMMING POOL
740	PLAYGROUNDS
750	BOAT LAUNCH
760	SPECIAL PROGRAMS
770	WELFARE

**City of Portsmouth
Expenditure Account Structure**

780 OUTSIDE SOCIAL SERVICES
810 SCHOOL

SUB-DIVISION

XX- Fund(2)	-XXX- Dept(3)	-XXX- Div(3)	-XX- Sub-Div(2)	-XXX- Location(3)	-XXX- State(3)	-XXXXXX Object(6)
			00	UNALLOCATED		
			08	PERSONNEL & TRAINING		
			09	SPINNAKER POINT ADULT CNT		
			10	AIS		
			11	COMMUNITY RELATIONS		
			12	RECORDS		
			13	BIS		
			14	FAMILY SERVICES		
			15	GENERAL		
			16	ANIMAL CONTROL		
			17	AUXILIARY		
			18	CANINE		
			19	ERT		
			20	ACCIDENT TEAM		
			21	CONNIE BEAN CENTER		
			22	JFK CENTER		
			23	INDOOR POOL		
			24	OUTDOOR POOL		
			25	DIRECT ASSISTANCE		
			26	FIELD TRAINING OFFICE		
			27	EXPLORER		
			28	SRO		
			29	EIO		
			30	DARE		
			31	RUBBISH COLLECTION		
			32	RUBBISH DISPOSAL		
			33	PARKING		
			34	PUBLIC SERVICE		
			35	PUBLIC FACILITIES		
			36	ECON DEV LOAN PROGRAM		
			37	NON-PROFIT LOAN PROGRAM		

**City of Portsmouth
Expenditure Account Structure**

38	HOUSING REHAB
39	SPECIAL NEEDS LOAN PROGRAM
40	HOUSING ENDOW LOAN PROGRAM
41	STREET MAINTENANCE
41	HIGHWAYS ST MTCE PEASE
42	SNOW REMOVAL
43	SIDEWALKS
44	BRIDGE REPAIRS
45	EQUIPMENT MAINTENANCE
46	TREE PROGRAM
47	MOSQUITO CONTROL
48	PARKS & CEMETERIES
49	STREET CLEANING
50	MICRO LOAN PROGRAM
51	ADMINISTRATION
52	ENGINEERING
53	CROSS CONNECTION
54	TREATMENT PLANT
55	LABORATORY PORTSMOUTH
56	WELLS
57	WATER STORAGE TANK
58	BOOSTER STATION PORTS
61	MAINS
62	SERVICES
63	HYDRANTS
64	METERS
65	LIFT STATION
66	FILTER BUILDING
67	FORCE MAINS
68	INTERCEPTOR
69	LATERALS
70	MISCELLANEOUS COSTS
71	PRELIMINARY DESIGN
72	ENGINEERING DESIGN
73	SURVEY
74	RECORD DRAWING
75	CADASTRAL
76	INSPECTION
77	BORING

**City of Portsmouth
Expenditure Account Structure**

78 ADMINISTRATION
79 STARTUP

LOCATION

XX- Fund(2)	-XXX- Dept(3)	-XXX- Div(3)	-XX- Sub-Div(2)	-XXX- Location(3)	-XXX- State(3)	-XXXXXX Object(6)
				100		PORTSMOUTH-UNALLOCATED
				110		CITY HALL/SEYBOLT
				111		PUBLIC WORKS FACILITY
				112		LIBRARY
				115		POLICE STATION
				120		SCHOOL-HIGH SCHOOL
				122		SPINNAKER POINT ADULT CNT
				123		JFK CENTER
				124		CONNIE BEAN CENTER
				125		CENTRAL FIRE STATION
				131		PLAYGROUNDS
				132		PARKS
				133		PRESCOTT PARK
				141		LIFT STATIONS PORTSMOUTH
				142		LIFT STATION MECHANIC ST
				143		LIFT STATION DEER ST
				171		WELLS-PORTSMOUTH
				177		TANKS-PORTSMOUTH
				180		LABORATORY PORTSMOUTH
				181		PIERCE ISLAND TRTMT PLANT
				182		BOOSTER STATION PORTS
				192		INDOOR POOL
				500		PEASE-UNALLOCATED
				541		LIFT STATIONS PEASE
				542		LIFT STATION RYE STREET
				571		WELLS-PEASE
				577		TANKS-PEASE
				580		LABORATORY PEASE
				581		PEASE SEWER TRTMT PLANT
				582		BOOSTER STATION PEASE
				900		PIERCE ISLAND UNALLOCATED

**City of Portsmouth
Expenditure Account Structure**

992 OUTDOOR POOL

STATE

XX- Fund(2)	-XXX- Dept(3)	-XXX- Div(3)	-XX- Sub-Div(2)	-XXX- Location(3)	-XXX- State(3)	-XXXXXX Object(6)
					001	CAPITAL PROJECTS
					002	SPECIAL REVENUE
					400	EXECUTIVE
					401	CITY CLERK ADMIN
					402	FINANCIAL ADMINISTRATION
					403	REVALUATION OF PROPERTY
					404	LEGAL EXPENSE
					405	PERSONNEL ADMINISTRATION
					406	PLANNING & ZONING
					407	GENERAL GOVERNMENT BLDGS
					408	CEMETERIES
					409	INSURANCE
					410	ADVERTISING & REGIONAL AS
					411	OTHER GENERAL GOVERNMENTS
					412	POLICE
					413	AMBULANCE
					414	FIRE
					415	BUILDING INSPECTION
					416	EMERGENCY MANAGEMENT
					417	OTHER (INCLUDING GOV'T)
					419	ADMINISTRATION
					420	HIGHWAYS & STREETS
					421	BRIDGES
					422	STREET LIGHTING
					423	OTHER
					424	ADMINISTRATION
					425	SOLID WASTE COLLECTION
					426	SOLID WASTE DISPOSAL
					427	SOLID WASTE CLEAN-UP
					428	SEWAGE COLL & DISPOSAL
					429	WATER ADMINISTRATION
					430	WATER SERVICE

**City of Portsmouth
Expenditure Account Structure**

431	WATER TREATMENT, CONSERV
432	ELECTRICAL OPERATIONS
433	HEALTH ADMINISTRATION
434	PEST CONTROL
435	HEALTH AGENCIES & OTHER
436	WELFARE DIRECT ASSISTANCE
437	OUTSIDE SOC SERVICE ADMIN
438	WELFARE VENDOR PMTS & OTH
439	PARKS AND RECREATION
440	LIBRARY
441	PATRIOTIC PURPOSES
442	OTHER CULTURE & RECREATION
443	CONSERVATION ADMIN & PURC
444	OTHER CONSERVATION
445	REDEVELOPMENT & HOUSING
446	ECONOMIC DEVELOPMENT
447	PRINCIPAL LONG TERM BONDS
448	INTEREST LONG TERM BONDS
449	INTEREST TANS
450	OTHER DEBT SERVICE
451	CAPITAL OUTLAY-LAND
452	CAP OUTLAY-MACH,VEH,EQUIP
453	CAP OUTLAY-BUILDINGS
454	CAP OUTLAY-IMPROVEMENTS
455	OP TRANSOUT-SPEC REV FUND
456	OP TRANSOUT-CAP PROJ FUND
457	OP TRANSOUT-ENTERP FUND
458	OP TRANSOUT-ELECTRIC
459	OP TRANSOUT-AIRPORT
460	OP TRANSOUT-CAP RESV FUND
461	OP TRANSOUT-EXP TR FUND
462	OP TRANSOUT-HLTH MTCE
463	OP TRANSOUT-NONEXPD TRUST
464	OP TRANSOUT-AGENCY FUNDS
465	STORMWATER
491	SEWER
492	WATER
600	SCHOOL
650	OVERLAY

**City of Portsmouth
Expenditure Account Structure**

675 COUNTY TAX

OBJECT

XX-	-XXX-	-XXX-	-XX-	-XXX-	-XXX-	-XXXXXX
Fund(2)	Dept(3)	Div(3)	Sub-Div(2)	Location(3)	State(3)	Object(6)

010000 SALARIES

011000 REGULAR SALARIES

012000 PART TIME SALARIES

014000 OVERTIME

015000 LONGEVITY

016000 LEAVE AT TERMINATION

017000 HOLIDAY PREMIUM PAY

018000 OTHER PAY

019000 ANTICIPATED EXPENSES

020000 EMPLOYEE BENEFITS

021000 INSURANCE-HEALTH

021100 INSURANCE-DENTAL

021500 INSURANCE-LIFE

021600 INSURANCE-DISABILITY

021700 INSURANCE-LTD

021800 INS CONTRACTUAL STIPEND

022000 SOCIAL SECURITY

022200 FICA

022500 MEDICARE

023000 RETIREMENT

025000 UNEMPLOYMENT COMPENSATION

026000 INSURANCE-WORKERS COMP

029000 FRINGE BENEFITS

030000 PROFESSIONAL SERVICE

030100 PROF SERVICES-AUDIT

031000 PROF SERVICES-ENGINEERING

032000 PROF SERVICE-LEGAL

033000 MANAGEMENT SERVICE

034000 BANK SERVICES

**City of Portsmouth
Expenditure Account Structure**

	034100	TELEPHONE
	034200	DATA PROCESSING
	034300	TELEVISION
	035000	MEDICAL SERVICE
	036000	CUSTODIAL SERVICE
	039000	OTHER PROFESSIONAL SERVICE
040000		<u>PURCHASED PROPERTY SERVICE</u>
	041000	ELECTRICITY
	041100	HEAT AND OIL
	041200	WATER AND SEWER
	041300	RUBBISH
	043000	REPAIRS AND MAINTENANCE
	044000	RENTAL AND LEASES
	048000	INSURANCE
050000		<u>OTHER PURCHASED SERVICE</u>
	053000	ADVERTISING
	054000	EDUCATION AND TRAINING
	055000	PRINTING
	056000	DUES AND SUBSCRIPTIONS
	057100	TRAVEL AND CONFERENCE
060000		<u>SUPPLIES</u>
	061000	GENERAL SUPPLIES
	062000	OFFICE SUPPLIES
	062500	POSTAGE
	063000	MAINTENANCE AND REPAIR
	063500	GASOLINE
	063600	DIESEL FUEL
	063700	LUBRICANTS
	063800	CHEMICALS
	064000	CUSTODIAL AND HOUSEKEEPING
	065000	GROUNDSKEEPING
	066000	VEHICLE REPAIRS
	067000	BOOKS & PERIODICALS
	068000	MATERIALS
	069000	OTHER MISCELLANEOUS

**City of Portsmouth
Expenditure Account Structure**

070000	CAPITAL OUTLAY
071000	LAND
072000	BUILDINGS
073000	OTHER IMPROVEMENTS
074000	EQUIPMENT
075000	FURNITURE AND FIXTURES
076000	VEHICLES
078000	SRF PROJECTS
079000	TRANSPORTATION MANAGEMENT
080000	OTHER CHARGES AND EXPENSES
081000	OTHER CHARGES AND EXPENSES
086000	DEPRECIATION
087000	OUTSIDE SERVICE
088000	ASSISTANCE
089000	SCHOOL EXPENDITURES
090000	OTHER FINANCIAL USES
091000	TRANSFER TO SPECIAL REV FUND
098000	DEBT SERVICE-PRINCIPAL
098100	DEBT SERVICE-INTEREST
099000	LEASES

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Glossary of Terms

ABATEMENT – An official reduction or elimination of one’s assessed valuation after completion of the original assessed value.

ACCRUAL ACCOUNTING – A basis of accounting in which revenues are recognized in the accounting period in which they are earned, and expenses are recognized in the period in which they are incurred.

AD VALOREM – A tax levied in proportion to the value of the property being taxed.

AGENCY FUNDS – One of four types of fiduciary funds. Agency funds are used to report resources held by the reporting government in a purely custodial capacity (assets = liability). Agency funds typically involve only the receipt, temporary investment, and remittance of fiduciary resources to individuals, private organizations, or other governments.

APPROPRIATION – An authorization granted by a legislative body to make expenditures and incur obligations for specific purposes. Appropriations are usually limited in amount and to the time during which they may be expended.

ASSESSED VALUE – The fair market value placed upon real and personal property by the City as the basis for levying property taxes.

BARGAINING UNITS - A group of employees which, by reason of the similarity of their jobs, form a unit appropriate for bargaining with management on questions of wages, benefits and working conditions.

BASIS OF ACCOUNTING – The timing of recognition, that is, when the effects of transactions or events should be recognized for financial reporting purposes.

BOND RATINGS – A rating of quality given on any bond offering as determined by an independent agency in the business of rating such offerings.

BUDGET – A plan of financial operation containing an estimate of proposed expenditures for a single fiscal year (July 1 through June 30) and the proposed means of financing them.

BUDGET CALENDAR – The schedule of key dates or milestones that the City follows in the preparation and adoption of the budget.

BUDGET DOCUMENT – The instrument used by the budget-making authority to present a comprehensive financial plan of operations to the City Council.

CAPACITY IMPROVEMENT MULTIPLIER (CIM)-Calculation by taking the current net book value of assets of the total system (Water system or Sewer system) divided by the sustainable system capacity in equivalent dwelling unit (the amount of water used by a typical single residence).

CAPITAL IMPROVEMENT PLAN (CIP) – A six-year plan of proposed capital expenditures for long-term improvements to the City’s facilities including, water, sewer, parking facilities etc.; identifies each project and source of funding.

COMMITTED FUND BALANCE – Amounts constrained to specific purpose by a government itself, using its highest level of decision-making authority.

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) – An annual Federal grant received from the Department of Housing and Urban Development. It is primarily used for housing rehabilitation and other grant eligible activities.

COMPENSATED ABSENCES – An accrued employee’s right to receive compensation for future absences attributable to service already rendered (i.e.: vacation and sick leave).

COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR) – An annual financial report presented in three sections: introductory, financial and statistical.

CONSUMER PRICE INDEX (CPI) – A measure, calculated by the United States Department of Labor, commonly used to indicate the rate of inflation.

CONTINGENCY – A budgetary reserve set aside for emergencies or unforeseen expenditures for which no other budget exists. General Fund use of the contingency may only be approved by the City Council.

CONTRACTUAL OBLIGATIONS – The costs related to obligations performed for the City by individuals, businesses, or utilities.

CYCLICAL REVALUATION – means the revaluation of all taxable and non-taxable properties in a Municipality, combining a complete measure and listing of all taxable and nontaxable properties over time and updating an establishment of the new base year, to arrive at full and true value as of April 1.

DEBT SERVICE – The payment of interest and principal to holders of the City’s debt instruments.

DESIGNATED FUND BALANCE – Funds that have been selected and assigned for a specific purpose.

DESIGNATED UNRESERVED FUND BALANCE – Portion of unreserved fund balance that management would prefer to use available financial resources for a specific purpose.

ECONOMIC DEVELOPMENT COMMISSION (EDC) – A commission committed to ensuring the continued economic prosperity and preservation of the qualities that attract and retain businesses in the community.

ENTERPRISE FUNDS – Account for the financing of services to the general public whereby all or most of the operating expenses involved are recorded in the form of charges to users of such services. The Enterprise Funds consist of the Water Fund and the Sewer Fund.

EQUALIZATION RATIO – Indicates the relationship between assessed value and market value. This ratio is determined for each municipality every year by the NH Department of Revenue Administration through a study of the qualified sales that occurred within the municipality during the previous year.

EQUALIZED VALUE – Assessed value calculated by the state to ensure that property under its jurisdiction is appraised equitably at market value.

EXPENDITURE – Actual outlay of monies for goods or services.

FIDUCIARY FUNDS – A category of funds used to report assets held in a trustee or agency capacity for others and which therefore cannot be used to support the government’s own program.

FISCAL YEAR – A twelve-month period of time to which the annual budget applies and at the end of which a governmental unit determines its financial position and result of its operations. The fiscal year for the City of Portsmouth begins July 1 and ends on June 30.

FULL REVALUATION – means the revaluation of all taxable and nontaxable properties in a municipality, with a complete measure and listing of all taxable and nontaxable properties to occur at the same time of the

establishment of the new base year, to arrive at full and true value as of April 1. The term includes “full reappraisal” and “full reassessment.” Rev 601.24

FULL STATISTICAL REVALUATION – means the process of a revaluation of all taxable and nontaxable properties in a municipality, using existing property data, to arrive at full and true value as of April 1. The term includes “statistical update” and “statistical reassessment.” Rev 601.25

FUND – An independent fiscal and accounting entity which a self-balancing set of accounts recording cash and/or other resources together with all related liabilities, obligations, reserves and equities that are segregated for the purpose of carrying on specific activities.

FUND BALANCE – The excess of an entity’s assets over its liabilities also known as excess revenues over expenditures or net assets. A negative fund balance is sometimes called a deficit.

FUND BALANCE POLICY – Policy to maintain fund balance at a predetermined target level.

GENERAL OBLIGATION BOND – A bond for which the full faith and credit of the City is pledged for payment.

GOALS – Statements of broad direction, purpose, or intent based on the needs of the community. A goal is general and timeless.

GOVERNMENT FINANCE OFFICER’S ASSOCIATION (GFOA) - A private, nonprofit organization which has actively supported the advancement of governmental accounting, auditing and financial reporting since 1906.

GOVERNMENTAL FUND TYPE – Governmental accounting includes eight types of funds: general, special, debt service, capital, enterprise, internal service, trust, and agency. These types are indicative of accounting procedures to be used and the function of each type.

INFRASTRUCTURE – The basic facilities, equipment, services, and installations needed for the growth and functioning of a country, community, or organization.

LEAVE AT TERMINATION – Accumulated earned leave owed to employees when they leave municipal service.

LINE-ITEM – Separate listing of each expenditure category along with the dollar amount budgeted for each.

MISSION STATEMENTS – Broad, general statements which summarize the aims and values of an organization.

MODIFICATION FACTOR (MOD FACTOR) – The mod factor is used when determining workers compensation premiums. The mod factor is a value that compares the claim profile of the employer to the claim profile that would be expected of an employer of similar size payroll in the same in the same industry. A value of 1.00 is average, meaning the frequency and severity of actual losses equaled the expected losses. A mod factor greater than 1.00 means the employer experienced worse than expected losses during the rating period, and a mod factor of less than 1.00 indicates the employer’s losses were better than expected for the rating period.

MODIFIED ACCRUAL ACCOUNTING – A basis of accounting in which revenues are recognized in the accounting period when they become available and measurable and expenditures are recognized in the accounting period in which the fund liability is incurred.

MUNICIPAL SERVICE AGREEMENT – An agreement between the City of Portsmouth, the Town of Newington and the Pease Development Authority to provide municipal services in the airport district of the Pease Development Authority.

NET POSITION – The residual of all other financial statement elements presented in a statement of financial position.

NON-OPERATING BUDGET – Expenditures that are not directly attributed to the day to day operations of any one particular department: TANS, Debt Services, Contingency, Overlay, County Tax, Capital Outlay.

OBJECTIVES - The goal intended to be attained (and which is believed to be attainable) by the City of Portsmouth.

OPERATING BUDGET – Expenditures that are directly attributed to the day to day operations of a particular department: Salaries, Benefits, Supplies, Utilities, etc.

OVERLAY – An appropriation to fund potential tax abatements.

PARTIAL UPDATE – the process of analyzing market sales throughout the entire municipality to identify and implement needed value changes to the affected areas, or classes of property, to bring those properties to the Municipality's general level of assessment utilizing the existing base tax year and providing an addendum to the existing USPAP compliant report.

PEASE DEVELOPMENT AUTHORITY (PDA)– A body politic and corporate of the State of New Hampshire located in Rockingham County, New Hampshire.

PERFORMANCE MEASURE – An indicator of the attainment of an objective; it is a specific quantitative measure of work performed or services provided within an activity or program, or it may be a quantitative measure of results obtained through a program or activity.

PROPOSED BUDGET – The operating and capital budgets submitted to the City Council by the City Manager.

RESERVE FOR DEBT – Account where retained earnings are set aside to satisfy outstanding debts.

RESERVE FOR PROPERTY APPRAISAL – Account where retained earnings are set aside to cover property appraisals.

RESTRICTED NET POSITION- One of three components of net position that must be reported in both government-wide and proprietary fund financial statements. It consists of restricted assets reduced by liabilities and deferred inflows of resources related to those assets. Generally, a liability or deferred inflow of resources relates to restricted assets if the asset results from a resource flow that also results in the recognition of a liability/deferred inflow of resources or if the liability will be liquidated with the restricted assets reported.

RETAINED EARNING- The accumulated equity balance in an enterprise or internal service fund resulting from operations over the years. This is the difference between fund assets and fund liabilities.

REVALUATION – means the act of re-estimating the worth of real estate of the entire municipality using standard appraisal methods, calibration of the CAMA tables and models, establishment of a new base year with a USPAP compliant report, and providing for statistical testing whether by either a Full Revaluation, Full Statistical Revaluation, Cyclical Revaluation, or Partial Update.

REVENUE – The income received by the City in support of a program of services to the community; includes such items as property taxes, fees, user charges, grants, fines, interest income and miscellaneous revenue.

REVISED STATUTES ANNOTATED (RSA) – The State of New Hampshire’s statutes.

ROLLING STOCK - The equipment available for use as transportation, such as vehicles owned by the City of Portsmouth.

SPECIAL REVENUE FUND – A fund used to account for the proceeds of specific revenues that are legally restricted to expenditure for specific purposes.

SUSTAINABILITY – Development which meets the needs of the present without compromising the ability of future generations to meet their own needs; to the use of ecosystems and their resources in a manner that satisfies current needs while allowing them to persist I the long term.

TAX LEVY - Taxes that are imposed and collected.

TAX RATE – The amount of tax levied for each \$1,000 of assessed value.

UNASSIGNED FUND BALANCE – A fund balance that has not been selected or assigned to a specific purpose.

UNRESTRICTED NET POSITION – One of three components of net position that must be reported in both government-wide and proprietary fund financial statements. It is the difference between total net position and its two other components (net investment in capital assets and restricted net position).

URBAN DEVELOPMENT ACTION GRANT (UDAG) – An economic development initiative established by the US Department of Housing and Urban Development (HUD) in the early 1980’s whose goals were to establish public/private partnerships that would stimulate economic development in communities’ downtown districts.

USER FEES – The payment of a fee for direct receipt of a public service by the person benefiting from the service.

Abbreviations / Acronyms

ACO – Animal Control Officer
ADA – Americans with Disability Act
AFI – Alpha Flying Inc.
AFSCME – American Federation of State, County and Municipal Employees
AMR – Automated Meter Reading
APC – Atlas Pilatus Center Inc
ARC – American Red Cross
ARRA – American Recovery and Reinvestment Act
ARS – AIDS Response Seacoast

BAF – Biologically Aerated Filters
BBBSNH – Big Brothers, Big Sisters of New Hampshire
BBH – Bureau of Behavioral Health
BFC – Bicycle Friendly Community
BIS – Bureau of Investigated Service

CAD – Computer Aid Design
CAFR – Comprehensive Annual Financial Report
CALEA – The Commission on Accreditation for Law Enforcement Association
CAMA – Computer Aided Mass Appraisal
CAW – Coastal Adaptation Workgroup
CBC – Central Business District
CBERN – Chemical, Biological, Explosive, Radiological, Nuclear
CCC – Connect Community Church
CDBG – Community Development Block Grant
CDP – Community Diversion Program
CDRW – Compact Disc Re-Writable
CEDS – Comprehensive Economic Strategy
CFAI – Commission on Fire Accreditation International
CFC – Chlorofluorocarbon
CFS – Child and Family Services of New Hampshire
CIBOR – Commercial Investment Board of Realtors (NH)
CIM – Capacity Improvement Multiplier
CIP – Capital Improvement Plan
CJIS – Criminal Justice Information Services
CO₂ – Carbon Dioxide
COAST – Cooperative Alliance for Seacoast Transportation
COLA – Cost of Living Adjustment
CPI – Consumers Price Index
CPI-U – Consumer Price Index-Urban
CREAT – Climate Resilience Evaluation and Awareness Tool
CRH – Cross Roads House
CSO – Combined Sewer Overflow
CST – Crime Scene Team
CTE – Career Technical Education

DAF – Dissolved Air Floation
DES – Department of Environmental Services
DO – Dondero School
DOT – Department of Transportation
DSA – Deer Street Associates

ECC – Emergency Communications Center
EDC – Economic Development Commission

EMO – Emergency Management Office
EMS – Emergency Medical Services
EMT – Emergency Medical Technician
EPA – Environmental Protection Agency
ERZ – Economic Revitalization Zones
ESOL – English as a Second Language

FEMA – Federal Emergency Management Agency
FICA – Federal Insurance Contribution Act
FMLA – Family and Medical Leave Act
FOG – Fats, Oil, and Grease
FS – Family Services
FT – Full Time
FTA – Federal Transit Administration
FTE – Full Time Equivalent
FTO – Field Training Officer
FTZ – Foreign Trade Zone
FY – Fiscal Year

GAAP – Generally Accepted Accounting Principles
GASB – Government Accounting Standards Board
GFOA – Governmental Finance Officers Association
GIS – Geographic Information Systems
GMR – Guaranteed Maximum Rate
GPTMA – Greater Portsmouth Transportation Management Association
GSA – General Services Administration

HAZ-MAT – Hazardous Materials
HDC – Historic District Commission
HIDTA – High Intensity Drug Trafficking Areas
HM – Hazardous Materials
HR – Human Resources
HUD – United States Department of Housing and Urban Development
HVAC – Heating, Ventilating and Air Conditioning

IBPO – International Brotherhood of Police Officers
ICAC – Internet Crimes Against Children
ICC – International Code Council
ICLEI – International Clearinghouse on Sustainable Development and Environmental Protection/ Local Government's for Sustainability
ICMA – International City Managers Association
IRS – Internal Revenue Service
ISO – Insurance Service Officer
ISSA – Information Systems Security Association
IT – Information Technology

JBC – Joint Budget Committee

LED – Light Emitting Diode
LEED – Leadership in Energy and Environmental Design
LGC – Local Government Center
LH – Little Harbor School
LPG – Liquefied Petroleum Gas
LTCP – Long Term Control Plan

MAAP – Municipal Agent Automation Project
MAN – Metropolitan Area Network
MEP – Manufacturing Extension Partnership

MOD – Modification factor
MPO – Metropolitan Planning Organization
MSW – Municipal Solid Waste
MUTCD – Manual on Uniform Traffic Control Devices

NAMI – National Alliance on Mental Illness
NECAP – New England Common Assessment Program
NECHPS – Northeast Collaborative for High Performance Schools
NEMSN – New England Municipal Sustainability Network
NEPBA – New England Police Benevolent Association
NF – New Franklin School
NFPA – National Fire Protection Association
NHDES – New Hampshire Department of Environmental Services
NHDHHS – New Hampshire Department of Health and Human Services
NHDOT – New Hampshire Department of Transportation
NHFSTFF – New Hampshire Fire Standards & Training Fire Fighters
NHRS – New Hampshire Retirement System
NOAA – National Oceanic and Atmospheric Administration
NPDES – National Pollutant Discharge Elimination System

OCLC – Online Computer Library Center
OT – Overtime
OU-2 – Operable Unit 2
OW – Outside Work

PACA – Portsmouth Arts and Cultural Alliance
PAEPT – Portsmouth Area Emergency Planning Team
PDA – Pease Development Authority
PEAK – Program for Elementary Age Kids
PEDLP – Portsmouth Economic Development Loan Program
PEEP – Portsmouth Early Education Program
PFC – Perfluorochemicals
PFOS – Perfluorooctane Sulfonate
PHS – Portsmouth High School
PHS – Portsmouth Historical Society
PIWWTF – Peirce Island Wastewater Treatment Plant Facility
PLC – Professional Learning Communities
PMA – Professional Management Association
PMS – Portsmouth Middle School
PNSY – Portsmouth Naval Shipyard
PPD – Portsmouth Police Department
PPDTV – Portsmouth Police Department Television
PREP – Piscataqua Region Estuary Partnership
PT – Part Time
PULA – Public Undeveloped Lands Assessment

RCA – Rockingham Community Action
RDC – Redundant Dispatch Center
RFI – Request For Information
RFP – Request For Proposal
RFQ – Request For Qualifications
RJL – Robert J. Lister Academy
RMCC – Richie McFarland Children's Center
RMS – Records Management System
RNMWP – Rockingham Nutrition and Meals on Wheels Program
RSA – Revised Statutes Annotated
RSVP – Retired and Senior Volunteer Program

S&P – Standard & Poor's
SAC – Senior Activities Center
SAG – State Aid Grant
SASS – Sexual Assault Support Services
SBAC – Smarter Balanced Assessment Consortium
SBDC – Small Business Development Center
SCADA – System Control and Data Acquisition
SCS – Seacoast Community School
SELF – Service Above Self Scholarship
SFFP – Seacoast Family Food Pantry
SFP – Seacoast Family Promise
SIPP – Save the Indoor Portsmouth Pool
SIU – Special Investigative Unit
SMA – Supervisory Management Alliance
SMHC – Seacoast Mental Health Center
SMPO – Seacoast Metropolitan Planning Organization
SPED – Special Education
SRF – State Revolving Fund
SRO – School Resource Officer
SUV – Sport Utility Vehicle
SWEPT – Statewide Education Property Taxes

TCP/IP – Transmission Control Protocol/Internet Protocol
TQP – Teacher Quality Panel

UDAG – Urban Development Action Grant
UNH – University of New Hampshire
UPS – United Parcel Service
USEPA – United States Environmental Protection Agency

VDI – Virtual Desktop Interface

WFC – Walking Friendly Community
WMP – Wastewater Master Plan
WWTF – Wastewater Treatment Facility

YMCA – Youth Men's Cristian Association

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