

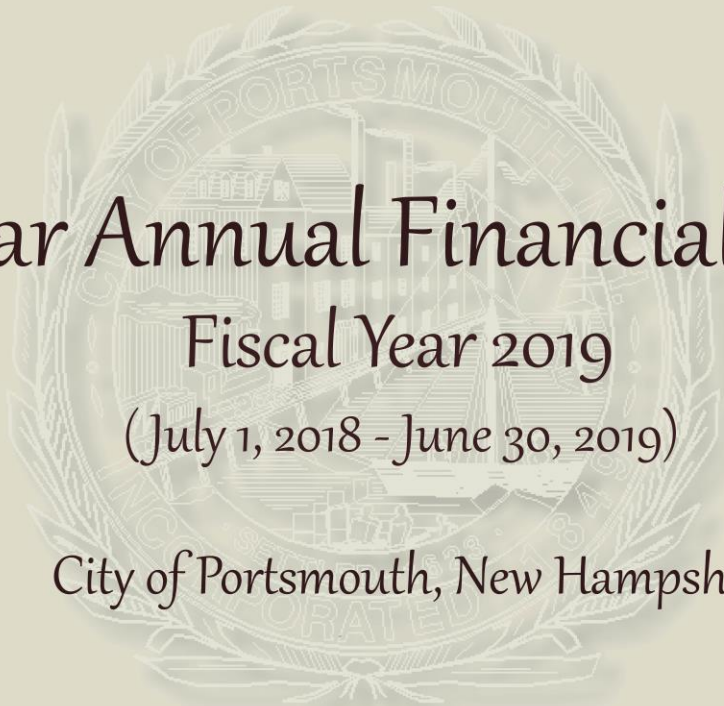


# Popular Annual Financial Report

Fiscal Year 2019

(July 1, 2018 - June 30, 2019)

City of Portsmouth, New Hampshire



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# Popular Annual Financial Report

City of Portsmouth, New Hampshire



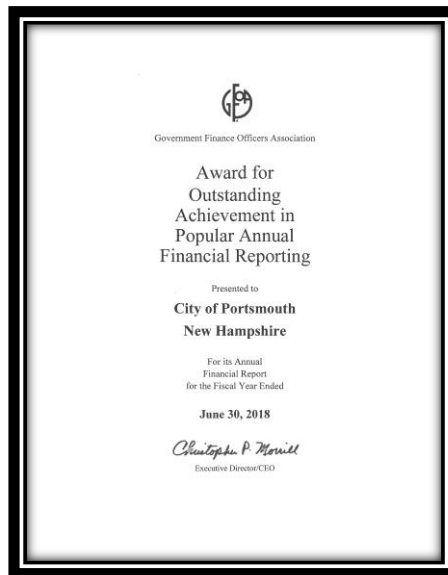
For the fiscal year ended June 30, 2019

Prepared by:  
City of Portsmouth, Finance Department  
Director of Finance and Administration, Judie Belanger

## Award for Outstanding Achievement in Popular Annual Financial Reporting

The [Government Finance Officers Association of the United States and Canada \(GFOA\)](#) has given an Award for Outstanding Achievement in Popular Annual Financial Reporting to the City of Portsmouth, NH for the Fiscal Year ended June 30, 2018. The Award for Outstanding Achievement in Popular Annual Financial Reporting is a prestigious national award recognizing conformance with the highest standards for preparation of the state and local government reports.

In order to receive an Award for Outstanding Achievement in Popular Annual Financial Reporting, a government unit must publish a Popular Annual Financial Report, whose contents conform to program standards of creativity, presentation, understandability, and reader appeal.



An Award for Outstanding Achievement in Popular Annual Financial Reporting is valid for a period of one year only. This is the City of Portsmouth's second PAFR Award. We believe our current report continues to conform to the Popular Annual Financial Reporting requirements, and we are submitting it to GFOA to determine its eligibility for another Award.

# A Letter from the City Manager



To the Citizens of Portsmouth,  
It is with great pleasure to present to you the Popular Financial Annual Report (PAFR) for year ending June 30, 2019. This report is carefully prepared to provide financial information on how the City is doing in an easy to understand format as well as to highlight city services, accomplishments, accolades, economic indicators, and operational data that we feel will be most informative to you as a City resident. Not only is this my fourth year presenting this report, it is my last submission as I have announced my retirement after serving as your City Manager for the past 22 years.

As you will see from the financial highlight section of this document, Fiscal Year 2019 ended favorably and the City has been able to maintain a strong fund balance evident by its "AAA" bond rating, the highest obtainable from Standard & Poor's Rating Agency. During my tenure, many accomplishments have attributed to the incremental increase of the bond rating from "A-" to "AAA". These include but are not limited to:

- Creation of long-term financial policies: Unassigned Fund Balance Ordinance, Leave at Termination Stabilization Fund, Health Insurance 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.
- Increased Unassigned Fund Balance from \$3 million or 6% of general fund appropriations in FY1997 to \$15.6 million or 13.68% in FY2019.
- Assisting the [Pease Development Authority](#) in creating a Tradeport with 250 businesses after the Pease Airforce Base closure in 1991, and joining the fight to prevent Base Realignment and closure plans for the [Portsmouth Naval Shipyard](#), sustaining 17,000 jobs.
- Growth and development creating a strong economy attributes to making Portsmouth a tourist destination, a desired location to live, and a place for new businesses. Property valuation increased from \$1.3 billion to over \$6 billion in the last 22 years.

Fiscal Year 2019 continued the services that support the goals which address sustainable practice initiatives, parking and transportation priorities, educational programs, public safety initiatives, community and economic development, infrastructure improvements, and financial stability. These initiatives have been formalized by way of the City Council through resolutions, committees, internal policies, and/or master plan documentation with citizen engagement.

Several projects were completed or continued in fiscal year 2019 to maintain and improve City infrastructure.

These projects are described throughout this document and detailed in the Comprehensive Annual Financial Report (CAFR) which can be found at our Public Library, City Clerk's office as well as on the City's website. However, I would like to highlight the following:

- In February 2019 the City took ownership of the Paul A. Doble Army Reserve Center which will become the new senior center that will provide more than double the space and added programs for our seniors.
- The Blue Ribbon Committee completed the [Prescott Park Master Plan](#) which is intended to be a living document that guides both the operations and ongoing capital improvement needs at the park.
- The opening of the [Foundry Place Parking Facility](#) which not only added 600 more parking spaces to the downtown, but enhanced vitality with public art features.
- The completion and reopening of the newly renovated [Rock Street Neighborhood Park](#).
- The Continued efforts of street and sidewalk improvements.

The outlook for 2020 is very positive. Portsmouth continues to enjoy a stable economic climate. The unemployment rate of 2% continues to be below the State and National averages which are 2.5% and 3.7% respectively.

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 such as those concerning meals and rooms taxes and hotel occupancy, accessory dwelling units, etc., to help offset over reliance on our City's property tax.

The City is very fortunate to have a dedicated Mayor, City Council, city staff as well as caring residents and business owners with and for whom we work diligently to continue our excellent community values, strong financial position, and future growth.

It has been an honor to have served this community for the last 22 years.

Sincerely,  
John P. Bohenko  
City Manager

# Portsmouth Elected Officials

## Portsmouth City Council



Jack Blalock, Mayor



Cliff Lazenby, Assistant Mayor



Doug Roberts



Nancy Pearson



M. Chris Dwyer



Josh Denton



Rebecca Perkins



Ned Raynolds



Rick Becksted

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. The candidate for City Council who receives the largest number of votes at any election becomes Mayor. The City Councilor who receives the next largest number of votes becomes Assistant Mayor. A candidate for City Council must be a duly qualified voter and resident of Portsmouth for at least two years immediately prior to election.

The public is invited to attend and encouraged to participate in City Council meetings. The meetings are also televised on the Portsmouth Municipal Government Cable Channel 22 and are streamed live on Portsmouth's City YouTube Channel. City Council meetings are held in the City Council Chambers, Municipal Complex, One Junkins Avenue, Portsmouth, NH 03801. For information, call the City Clerk 603- 610 – 7207.

### Police Commission

Chief Robert Merner  
Joseph Onosko, Chairperson  
James Splaine  
Arthur Hilson/  
Stefany Shaheen

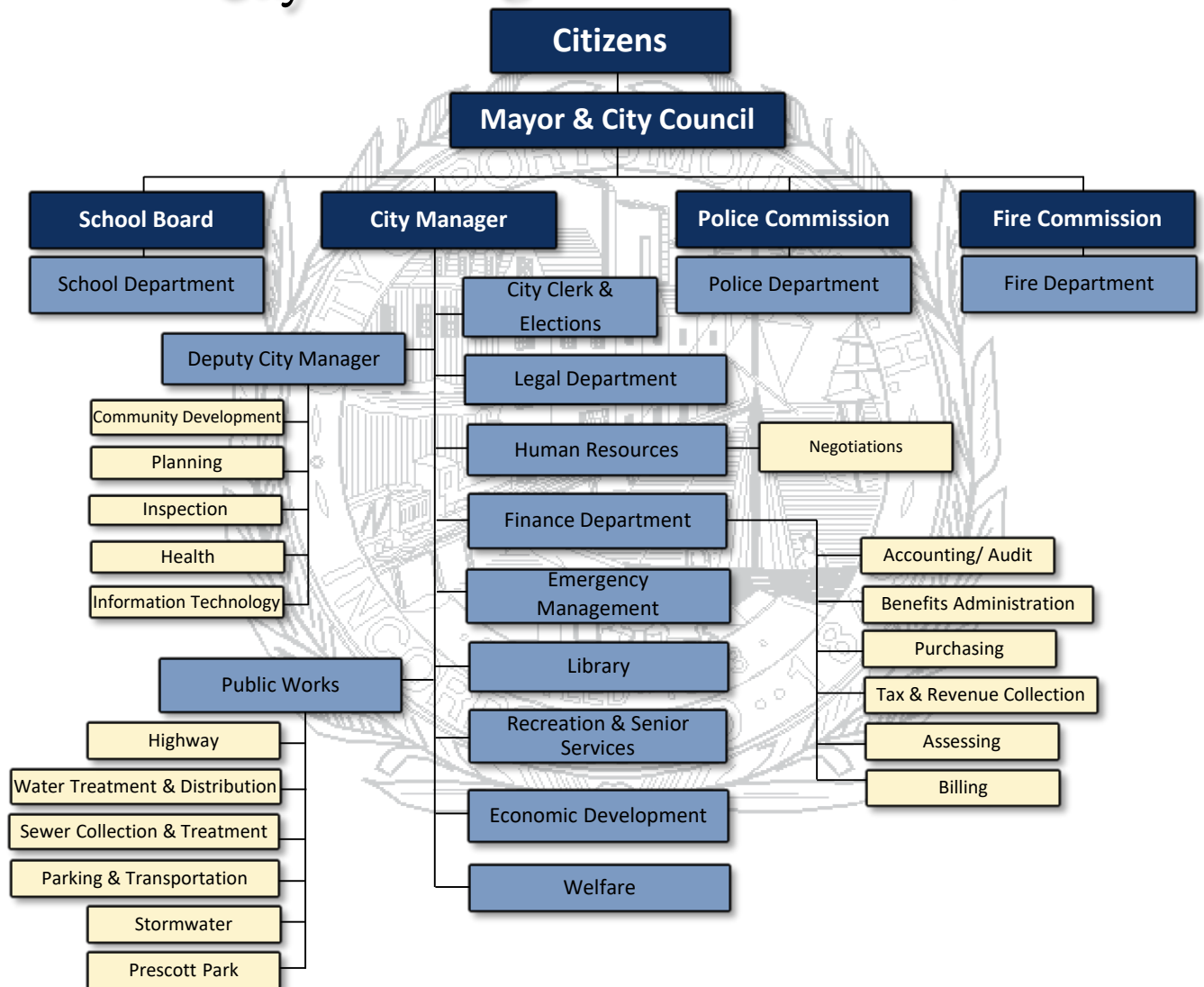
### Board of Education

Steve Zadravec, Superintendent  
Patrick L. Ellis, Chairperson  
Kristin Jeffrey, Vice Chairperson  
Ann M Walker  
Roseann Vozella Clark  
Gary Epler  
Nancy Novelline Clayburgh  
Tara Kennedy  
Brian French  
Jeffrey Landry

### Fire Commission

Chief Steven Achilles  
Jennifer Mosher-Matthes, Chairperson  
Richard Gamester  
Michael Hughes

# City of Portsmouth, New Hampshire Citywide Organizational Chart



## Principal Executive Officers

John P. Bohenko, City Manager

Nancy Colbert Puff, Deputy 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

Steven Achilles, Fire Chief

Robert Merner, Chief of Police

Steven Zadavec, Superintendent

Kelli Barnaby, City Clerk

Dianna Fogarty, Human Resources Director

Becky Benvenuti, Tax Collector

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

# FY2019 City Accolades

## FY 2019 City Awards

### Conservation Partner Award

The City of Portsmouth's Water Division received a "Conservation Partner Award" from the Southeast Land Trust for its efforts to obtain a 71-acre conservation easement for property adjacent to the Bellamy Reservoir. This reservoir supplies over sixty percent of the water serving the City's regional drinking water system.



### Parks and Greenery Division of the Public Works Department Receives Two Awards from the Arbor Day Foundation

The Arbor Day Foundation recently awarded Portsmouth's Parks and Greenery Division of the Public Works Department with its 20<sup>th</sup> [Tree City USA](#) designation as well as its 1<sup>st</sup> [Tree Growth Award](#). Portsmouth has achieved the Tree City USA recognition for twenty years by meeting the program's four requirements: establishing and maintaining a tree board or department, establishing a tree-care ordinance, funding an annual community forestry budget of at least two dollars per capita and an Arbor Day observance and proclamation.



### New England Water Works Association (NEWWA)

The City of Portsmouth's Water Division has been named a recipient of the [New England Water Works Association's \(NEWWA\) Public Communications Award](#); this award recognizes excellence in communications through comprehensive public outreach materials and programs. The Portsmouth Water Division provides various material to the public aimed to better highlight information on water efficiency, supply levels, quality and more. Most recently, the City updated the structure of its Annual Water Quality Report to consist of three comprehensive reports that each examine the water systems serving Portsmouth, New Castle and Pease Tradeport.



### Silver Walk Friendly Community Designation

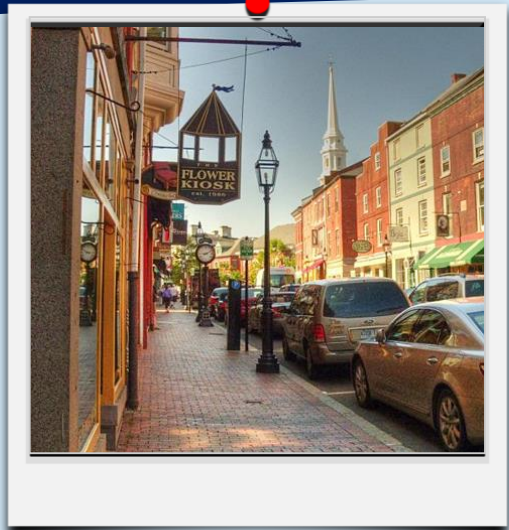
The [Walk Friendly Communities \(WFC\)](#) program has awarded the City of Portsmouth with its Silver Level Walk Friendly accreditation. The Walk Friendly Communities award designations are awarded to participating communities with a commitment to improving and sustaining walkability and pedestrian safety through comprehensive programs, plans, and policies



### Commute Smart Award

The City of Portsmouth was one of nineteen area organizations recognized by [CommuteSMART Seacoast](#), the regional Transportation

Management Association, for supporting and promoting sustainable commuting for its employees over the prior year. CommuteSMART Seacoast partners with area employers to help them educate and encourage their employees about commuting options such as public transit, carpooling, bicycling, walking or teleworking.



## FY 2019 City Media Accolades

Portsmouth has been the fortunate beneficiary of several positive articles and received several recognitions and accolades in a variety of media. A list of representative examples of this recognition follows:

- "2019 #1 Best Place to Live in New Hampshire" – Niche.com
- "2019 Best City for Entrepreneurs" – Fitsmallbusiness.com
- "2019 Best Places to Retire in New Hampshire" – Niche.com
- Portsmouth was included in Livability.com's "5 Presidential Campaign Stops That are Also Awesome Places to Live," March 2019
- Portsmouth listed second in the "10 Best Places to Live in New Hampshire for 2019" by HomeSnack Jan 2019
- Portsmouth was included in an article highlighting 35 picture perfect holiday towns to visit. By BobVila.com Dec 2018
- Portsmouth's Vintage Christmas event was featured in Yankee Magazine "Ten Best Christmas Towns"
- Niche.com ranks Portsmouth as "2018's Best Place to Live for Millennials."
- SmartAsset, a NY-based financial technology company included Portsmouth in list of "Top Ten Cities in NH Where it is Easiest to Sell a Home" Aug 2018
- Portsmouth is the lone NH City listed in *Architectural Digest's* list of "The Prettiest Town in Every U.S. State."

# Fiscal Year 2019 – Major Accomplishments & Initiatives

The following is a listing of completed or continued economic and community development initiatives as well as citywide infrastructure upgrades and improvements funded through a variety of sources. Additional details on these projects are provided in the Comprehensive Annual Financial Report (CAFR) which is located on the City's website. [www.cityofportsmouth.com/finance/proposedadopted-budgets-and-cafr-reports](http://www.cityofportsmouth.com/finance/proposedadopted-budgets-and-cafr-reports)

## CITY INFRASTRUCTURE

- ▲ 2.8 Miles of Streets were resurfaced.
- ▲ In February the City of Portsmouth took ownership of the Paul A. Doble Army Reserve Center which is set to be converted into the [future City Activities Senior Center](#).
- ▲ The Public Works Department commenced the implementation of the adopted [Prescott Park Master Plan](#) with the hiring of a design consultant for the 1<sup>st</sup> phase of significant park upgrades.
- ▲ The Department of Public Works completed a major renovation, which included a new vapor barrier, insulation, brick veneer and windows to the [north side of the City Hall Complex](#) after it was discovered that the brick façade was failing.
- ▲ In August, [Rock Street Park](#) was reopened after significant renovations.
- ▲ The Public Works Department completed the installation of new sidewalks on Spinney Rd., Middle Rd., Middle St., and Stark St. as well as the first phase of the Pleasant St. Area Improvement project.

## Water, Wastewater and Stormwater

- ▲ The City of Portsmouth entered into an agreement with the United States Air Force to fund the \$14 million design and construction of a new treatment system to remove PFAS contaminants from the Pease wells.
- ▲ To ensure compliance with the US Environmental Protection Agency's new Municipal Separate Storm Sewer System (MS4) Permit, the City created a [Stormwater Special Revenue Fund](#).
- ▲ Construction of a new booster pump station and tank aeration system located at the existing Newington Booster Station began in FY19 and will near completion in the fall FY20.
- ▲ The Peirce Island Wastewater Treatment Facility Upgrade Project entered its 4<sup>th</sup> calendar year in FY19 with the new Headworks Building, standby generator and electrical service now online. Portions of the Grit Building, Biological Aerated Filter Building and the Solids Building continue to see significant work while future work will include construction of the new Operations/Lab Building.
- ▲ The Pease Wastewater Treatment Facility began construction of a new Headworks Building in July 2018.
- ▲ The City continued to replace aging water and sewer system pipe infrastructure in FY19 totaling 43 miles of water and 22 miles of sewer since 1990.
- ▲ Madbury Well 5 was constructed in 2017 and permitted in 2019 at the Madbury Wellfield.

## Parking & Transportation

- ▲ 600-space [Foundry Place Parking Facility](#) was opened in October of 2018.
- ▲ Preliminary engineering design was completed on the downtown portion of Maplewood Avenue.
- ▲ Construction began on the first phase of the [Islington Corridor Reconstruction Project](#).
- ▲ Final phase began for the Market St. Gateway Project.
- ▲ Final phase began on the McDonough St. Area Improvements Program.



# Portsmouth at a Glance...



**Settled in 1623**, Portsmouth is the nation's 3<sup>rd</sup>-oldest city with a rich heritage as a working seaport and the home of the State's only deep-water port. Portsmouth lies along the Piscataqua River, which divides New Hampshire and Maine. It is a regional economic and cultural hub located 56 miles north of Boston, Massachusetts and 53 miles south of Portland, Maine.

## City Government

- Incorporated: 1849
- Form of Government: Council-Manager

## 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<sup>1</sup>:
  - 16.8 sq. miles
  - 15.7 sq. miles of land
  - 1.1 sq. miles of water
- Public Parks & Playgrounds<sup>1</sup>: 200+ acres
- Wetlands<sup>2</sup>: 3,538 acres

## Driving Distance to Selected Cities

- Manchester, NH: 45 miles
- Portland, ME: 53 miles
- Boston, MA: 56 miles
- Concord, NH: 59 miles
- New York City, NY: 265 miles
- Washington, D.C.: 489 miles
- Montreal, Quebec: 299 miles

## Public Transportation

- *COAST Bus Services*
  - Operates both fixed-routes bus service as well as on-demand service for ADA riders.
  - Free weekend service around the Downtown on the Vintage Christmas Trolley for the month of December.
- *Downtown Parking Shuttle*
  - Free downtown parking shuttle between the Connect Community Church lot on Market Street to the Hanover Parking Facility for the months of May to December.
- *Wildcat Transit*
  - Provides bus service between downtown Portsmouth and the University of New Hampshire
- *Amtrak passenger rail link* service is now available between Portland and Boston with stops in Dover, Exeter and Durham, NH.
- *Nearest Airports*
  - Pease International Airport located on Pease Tradeport.
  - Manchester-Boston Regional Airport located in Manchester, New Hampshire.
  - Portland International Jetport located in Portland, Maine.
  - Logan International Airport located in Boston, Massachusetts.

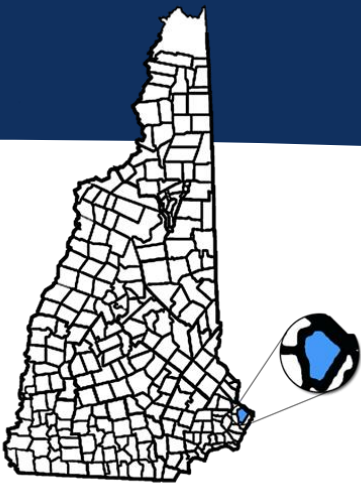
## Did you know?

*In 1653, upon the town's incorporation, the name Portsmouth was given in honor of the colony's founder, John Mason who had been the captain of the Port of Portsmouth, England.*

1. Source: Taintor and Associates, *Existing Conditions*, 2004.  
2. source: City of Portsmouth, 2003 Wetlands Inventory



# City Infrastructure



## Public Safety - Police

- Number of Stations: 1
- Number of Vehicles: 30
- Police Canines: 2

## Public Safety – Fire and Rescue

- Number of Stations: 3
- Fire Engines: 4
- Tower Truck: 1
- Ladder Truck: 1
- Heavy Rescue: 1
- Ambulance: 3
- Forestry Pick Up: 1
- Rigid Hull Inflatable Boat: 1
- Zodiac Boat: 1

## Education

- High School Buildings: 1
- Middle School Buildings: 1
- Elementary School Buildings: 3

## Public Works

- Miles of Streets: 105
- Miles of Sidewalks: 74
- Number of Bridge: 15
- City Owned Facilities Maintained: 8

## Culture and Recreation

- Libraries: 1
- Community Centers: 2
- Senior Centers: 1
  - Members: 1,400
  - Programs: 70
- Number of Boat Dock Facilities: 2
- Swimming Pools: 3
- Tennis Courts: 10

## Parks, Playgrounds and Cemeteries

- Number of Playgrounds/ Parks/ and Ballfields: 23
- Number of Cemeteries/Burial Grounds: 7
- Adopt a Spot Gardens: 55
- Greenspace Maintained: 80+ acres

## Eco Municipality Assets

- Recycling Program: Mandatory
- Recycling Centers: 1
- LED Streetlights: 1,600
- Electric Charging Stations: 5 / 7 plugs
- Solar Panel Arrays: 2
- City Biodiesel Vehicles: 80
- City Open Space: 94 undeveloped parcels (932 acres)

## Parking and Transportation

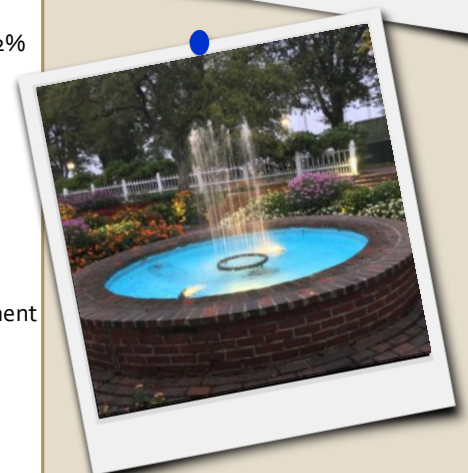
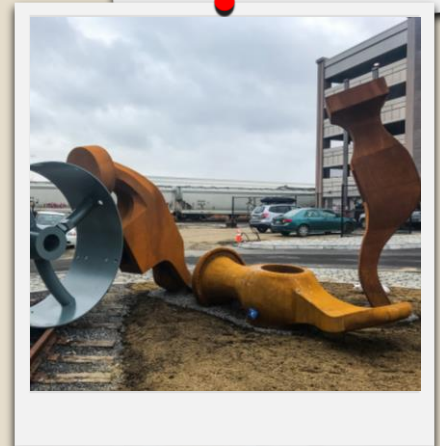
- Parking Garages: 2 (Hanover Facility and Foundry Place Facility)
- Garage Spaces: 1,503
  - Foundry Place: 600
  - Hanover: 903
- Metered Street Parking Spots: 809
- City Owned Parking Lots: 10
- City Owned Free Lots: 5 lots/ 715 spaces
- Private Parking Lots with City Agreements: 5 lots/224 spaces
- Bike Racks: 39
- Zagster Stations: 10
- Zagster Bikes: 50
- Public Transit Options: 5

## Water System:

- Miles of Water Mains: 189
- Number of Service Connections: 8,261
- Storage Capacity in Gallons (millions of gallons): 11
- Maximum Daily Capacity of Plant (millions of gallons): 4.5
- Water Balance (production v. billed and known use) – percentage : 12.2%
- Number of Fire Hydrants: 1,028
- Precipitation for FY: 47.77 in

## Sewage System


- Miles of Sanitary Sewers: 112
- Number of Treatment Plants: 2
- Number of Service Connections: 6,495
- Maximum Daily Capacity of Treatment (millions of gallons): 25.3




# Demographics



**CITY**  
**Population**  
**22,066 (2018)**  
 NH Office of Energy and Planning

 **Males**  
**11,071**

 **Females**  
**10,995**

### Education Levels

High School Graduate or Higher...95.6%  
 Bachelor's Degree or Higher.....57.9%  
 Graduate or Professional Degree...22.2%  
 (Educational Attainment – Population 25+ Years -  
 source ACS survey 2013-2017)



### Households

Average Household Size – 1.99  
 Average Family Size – 2.75  
 (Source, U.S. Census 2013-2017)  
 Median Gross Rent 2013-2017 - \$1,205  
 (Source, U.S. Census 2013-2017)  
 Total Housing Units – 10,439  
 Occupied Housing Units – 10,157  
 (Source: ACS Survey 2013-2017)

### Income, Inflation Adjusted 2018

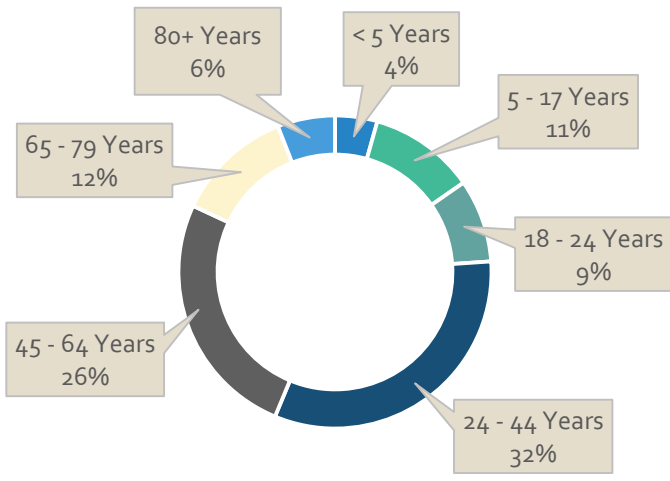
Per Capita Income - \$47,836  
 Median Family Income - \$100,370  
 Median Household Income - \$72,384  
 Median Earnings, full time  
 Male - \$65,241  
 Female - \$48,601  
 Individuals Below Poverty Level – 6.9%  
 (source NHES Community Profile, Portsmouth 2018 and ACS 2013-2017)



Population per square mile, 2017 – 1,395  
 Land area in square miles, 2016 – 15.7  
 (Source, ACS Survey 2013-2017)

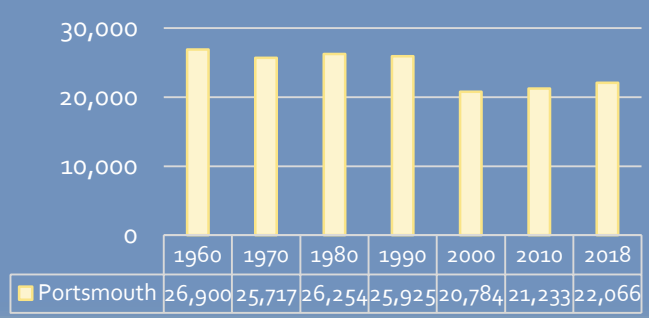
### Population by Age Group

(Source: ACS survey 2013-2017)



### Portsmouth Population

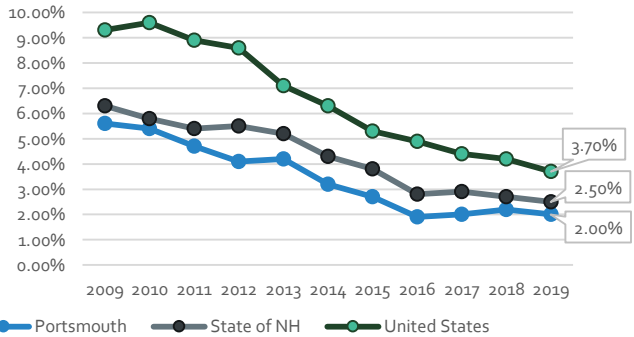
Decennial Trends 1960-2018  
 (source US Census Bureau)



### Annual Average Unemployment Rates 2009-2019

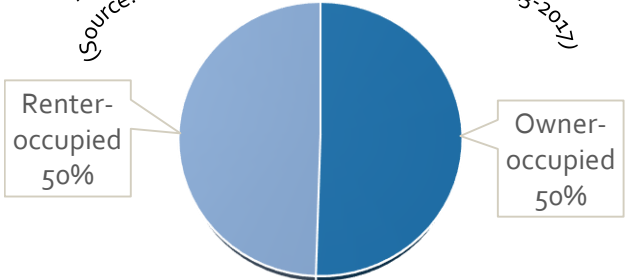
Portsmouth is consistently lower than the state and region in unemployment rates.

(Source: Portsmouth Economic Development Department)

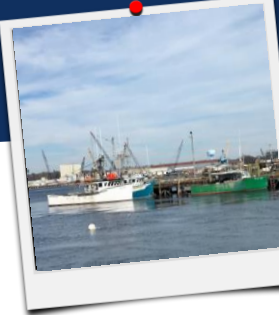


### Housing Unit by Occupancy

Source: American Community Survey Data 2013-2017



# Economic Indicators



## Top 10 Taxpayers FY2019

Company	Business Type	Percentage of Total Taxable Property
Public Service of New Hampshire	Utility	1.95%
HCA Health Services	Medical Building	1.52%
Arbor View & The Pines LLC	Apartment Complex	0.91%
Northern Utilities Inc.	Utility	0.85%
Service Credit Union	Office Building	0.64%
Liberty Mutual Insurance	Office Building	0.63%
Hanover Apartments LLC	Apartment Complex	0.61%
Inishmaan Assoc Ltd Ptnshp	Apartment Complex	0.55%
Harborside Assoc	Hotel	0.51%
Chatham Portsmouth LLC	Hotel	0.47%

## Total Valuation Before Exemptions 2018 (FY19)

	Total	Count
Commercial	\$ 2,403,246,466	1,427
Residential	\$ 3,185,041,011	7,210
Totals	\$5,588,287,477	8,637

### Median Values

Single Family - \$424,200

Residential \*\* - \$395,200

### Property Mean Values 2018 (FY2019)

Type

Commercial\* - \$1,575,541

Residential \*\* - \$453,733

Residential Stratified

Single Family- \$489,809

Condo - \$388,285

Multi-Family 2-3 Units - \$575,314

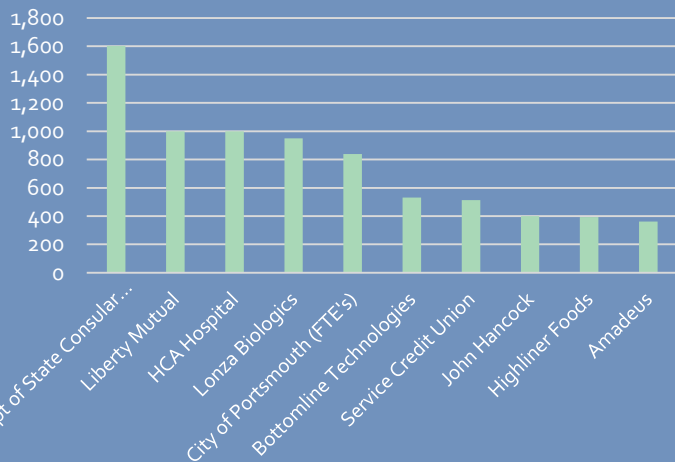
Mobile Homes - \$85,613

As of April 1, 2018

\* Includes Pease Non-Airport District and Utilities  
 \*\* Includes single family, condos, multi-family 2-3 units, mobile homes and vacant land.

(Source: City of Portsmouth, Finance Department)

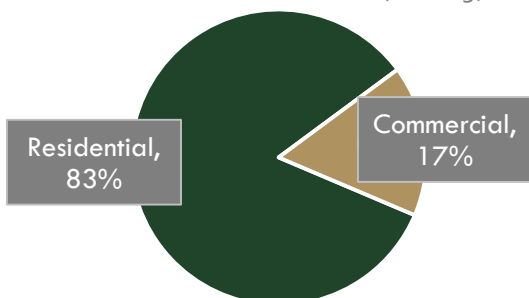
## Largest Employers in Portsmouth 2019



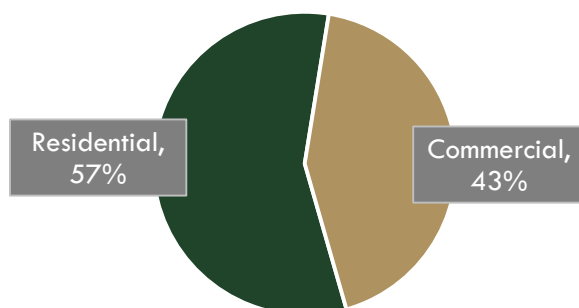
## Did you know?

**Residential Properties** make up **83%** of the properties (by count) in Portsmouth but pay **57%** of the tax burden while **Commercial Properties** make up **17%** of the properties in Portsmouth and pay **43%** of the tax burden.

Residential vs. Commercial Properties by Percent of Taxable Parcel Count TY 2018 (FY2019)



Residential vs. Commercial Properties by Percent of Total Assessed Value TY 2018 (FY2019)



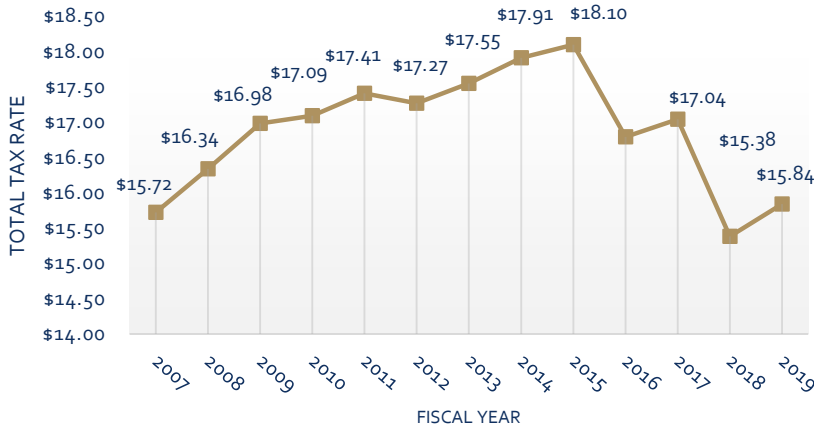
TY = Tax Year April 1<sup>st</sup> to March 30<sup>th</sup> FY = Fiscal Year – July 1<sup>st</sup> to June 30<sup>th</sup>

# Property Tax Rate



<b>Tax Rate 2018 Tax Year (FY2019)</b> <b>\$15.84 (per \$1,000)</b>
Municipal - \$7.68
County - \$0.99
Local Education - \$4.96
State Education \$2.21

## Portsmouth, NH Total Tax Rate (Fiscal Years 2007-2019)



Where \$1.00  
of your taxes goes...



Municipal Tax - \$0.49



County Tax - \$0.06

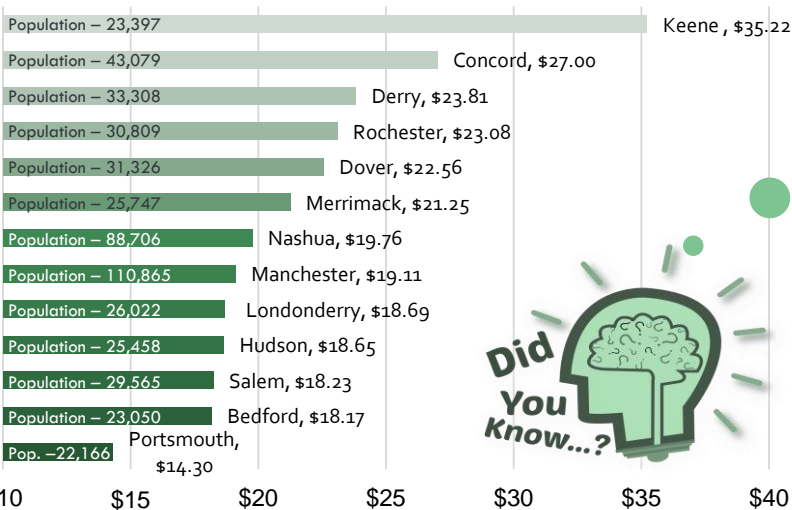


Local School Tax - \$0.31



State Education - \$0.14

## Total Equalized Tax Rate 2018 (FY 2019) (NH Communities with a Population of at Least 20,000 Residents)



Portsmouth had the **LOWEST** equalized tax rate of \$14.30 in Tax Year 2018 (Fiscal Year 2019) among New Hampshire's 13 Cities and the 39th lowest equalized tax rate in NH out of 232 communities.



# Property Taxes

In the State of New Hampshire, Property Tax is the Primary method of Financing Local Governments



**Did You Know...?** 

Alaska & New Hampshire are the only two states in the U.S. that does not have either an Income Tax or a Sales Tax.

## Property Levy and Taxes

The City Council annually adopts a budget that is made up of program-related operating and non-operating appropriations. Estimated Revenues (from fees/fines/etc.) are then subtracted from the annual appropriations resulting in a Tax Levy. **The Tax Levy is the amount of money that the City will have to raise through property taxes.**

$$\text{Appropriations} - \text{Estimated Revenues} = \text{Property Tax Levy}$$

The Tax Rate is set annually in the fall by the State of New Hampshire. Once the tax rate is set, the formula to calculate what your property tax is as follows:

$$\text{Property Assessment} \div 1,000 \times \text{Tax Rate} = \text{Property Taxes}$$

## Property Assessments

Property Assessments, a value placed on each property in the City, are based on the market value and qualified comparable sales for each individual property as well as other contributing factors as of April 1<sup>st</sup> of each year. The State of New Hampshire relies on the assessment of values of properties at market value to attain fairness and equality to ensure the tax burden is proportionally spread across all property types.

## Tax Relief

Allowable by State Statute, the City of Portsmouth offers numerous options for Tax Relief for qualified residents.

- Veteran's Exemption
  - RSA 72-28 Standard & Optional Veteran's Tax Credit
  - -OR- RSA 72:28-b All Veteran's Tax Credit
- Elderly and Disabled Exemptions
  - Elderly or Disabled Tax Deferral (RSA 72:38-a)
  - Elderly Tax Exemption
  - Disabled Tax Exemption
  - Blind Tax Exemptions
  - Exemption for Improvements to Assist Persons with Disabilities
- Religious and Charitable Exemptions
- Solar Energy Systems Exemption
- Wind Powered Energy Systems Exemption



## Abatement Process

Property owners who wish to contest their assessments may request a review of their value by filing an abatement application with the Assessing Department.

- ✓ March 1<sup>st</sup> is the deadline to file the abatement application with the Assessor. The application can be found online. The Assessing Department must issue a response no later than July 1<sup>st</sup>.
- ✓ Property owners wishing to appeal the Assessing Department's decision can file with either the NH Board of Tax and Land Appeals or Rockingham County Superior court by September 1<sup>st</sup>.

Contact the Assessor's Office for more information: Phone: 603-610-7249  
Online: <https://www.cityofportsmouth.com/assessors>.

# FY19 Financial Highlights



I am pleased to present the City of Portsmouth's Popular Annual Financial Report (PAFR) for the fiscal year ended June 30, 2019. The following Financial Highlight section was designed to present a condensed overview of the city's financial position in an easy to read format. This report provides pertinent information including expenditures, revenues, fund balance, debt service, and capital asset investments for Governmental and Proprietary Funds; detailed information on the General Fund; as well as the Water and Sewer Funds for fiscal year ended June 30, 2019. It does not include information on all of the City's Funds or Component Units.

Financial Information presented in this report is extracted from the City's audited 2019 Comprehensive Annual Financial Report (CAFR). The CAFR is prepared in accordance with Generally Accepted Accounting Principles (GAAP) and includes additional financial statements, note disclosures and required supplemental information, citywide initiatives, accomplishments and statistical data. A copy of the CAFR is available at the Portsmouth Public Library as well as the City's website at <http://files.cityofportsmouth.com/finance/fy19/CAFR19.pdf>

The PAFR, by its summary nature, is not intended to conform to Generally Accepted Accounting Principles (GAAP); rather this report is intended to highlight

financial information that may be most informative to you as a citizen of Portsmouth regarding the financial health and stability of the City.

As the City of Portsmouth's Director of Finance and Administration, it is my hope that you find this report helpful and easy to read. Please feel free to provide me with any questions, comments and/or suggestions regarding this document.

The PAFR may be obtained on the city website at <http://files.cityofportsmouth.com/finance/fy19/PAFR19.pdf>

Judith Belanger  
Director of Finance and Administration  
603-610-7223  
jabelanger@cityofportsmouth.com

## GFOA Awards

The City of Portsmouth has received 3 achievement awards from the Government Finance Officers Association of the United States and Canada (GFOA) this year.



**Award for Outstanding Achievement in Popular Annual Financial Reporting (PAFR)** for fiscal year ending June 30, 2018. This marks the second (2<sup>nd</sup>) PAFR award for the City of Portsmouth.

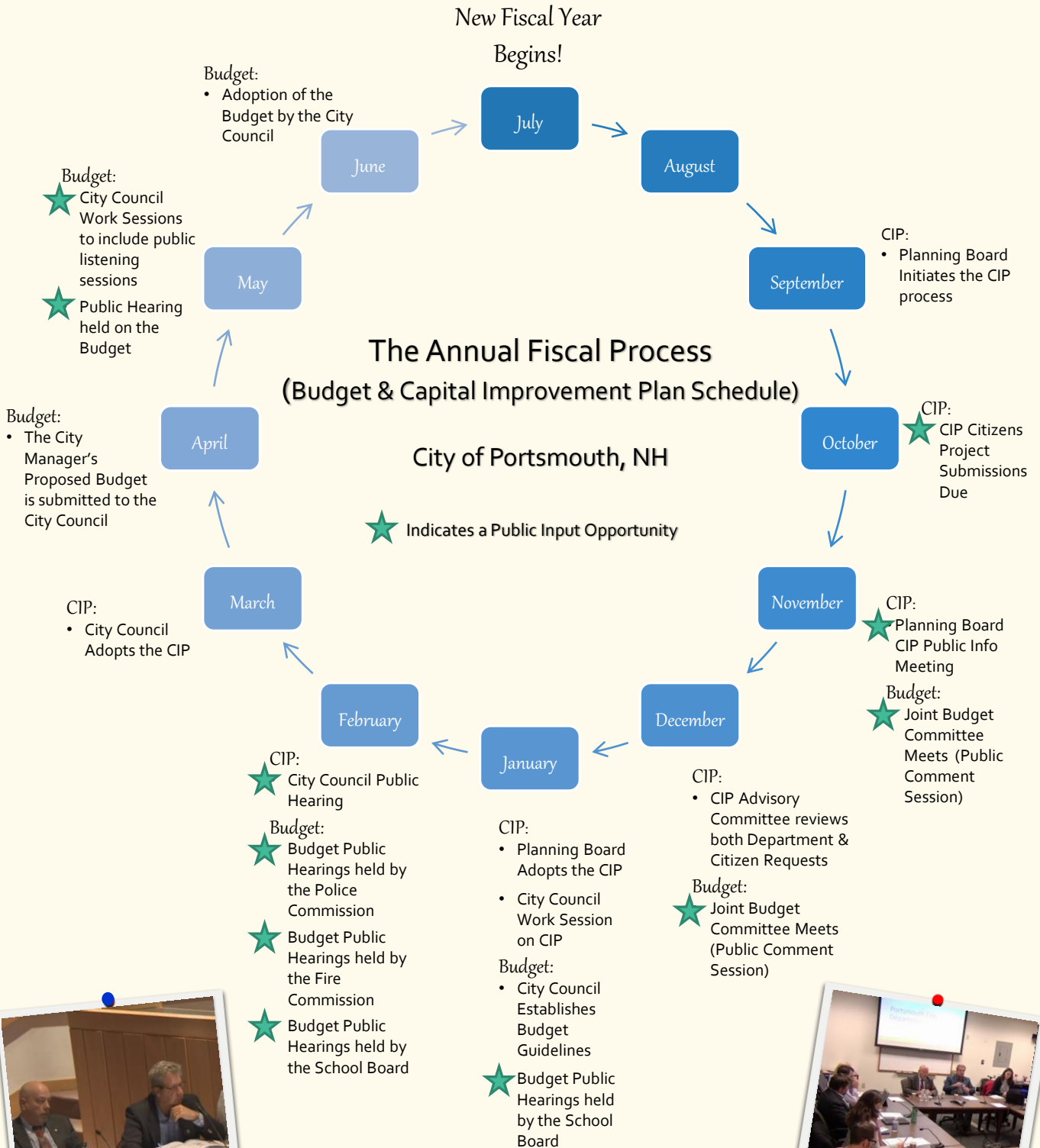


**Certificate of Achievement for Excellence in Financial Reporting** for its fiscal year ending June 30, 2018 Comprehensive Annual Financial Report (CAFR). This marks the City's twenty-sixth (26th) award. Awards were presented for the Fiscal Years ending June 30, 1988, 1989 and for twenty-four (24) consecutive years from 1995 to 2018.

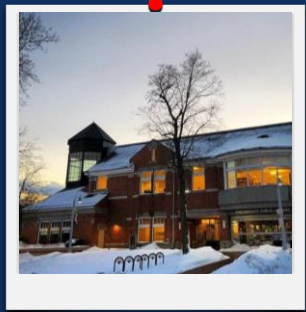


**Distinguished Budget Presentation Award** for the City's fiscal year beginning July 1, 2019 Proposed Budget Document. This marks the City's fourteenth (14th) consecutive award.

# FY19 Budget Process



# Glossary of Financial Terms

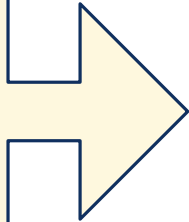


Abatement	An official reduction or elimination of one's assessed valuation after completion of the original assessed value.
Accrual Basis of Accounting	A basis of accounting in which revenues are recognized in the accounting period in which they are earned, and expenses are recognized in the period in which they are incurred.
Appropriation	An authorization granted by a legislative body to make expenditures and incur obligations for specific purpose.
Assessed Valuation	The fair market value placed upon real and personal property by the city as the basis for levying property taxes.
Bond Premium	An amount that the underwriter provides to the issuer at the closing of bonds in addition to the principal (par) amount borrowed.
Capital Assets	Land, improvements to land, easements, building, building improvements, vehicles, machinery, equipment, and all other tangible or intangible assets that are used in operations and that have initial useful lives extending beyond a single reporting period.
Deferred Inflows and Outflows of Resources	Represents acquisition (inflows) and consumption (outflows) that are applicable to future reporting periods.
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.
Fund Balance	The excess of an entity's assets over its liabilities also known as excess revenues over expenditures or net assets. Fund Balance can be further segmented as follows: <ul style="list-style-type: none"> <li>• Non-spendable – Represents fund balance not available to be spent or legally required to be maintained intact.</li> <li>• Restricted – Represents fund balance that is restricted by creditors, grantors, contributors, or laws and regulations of other governments.</li> <li>• Committed – Self-imposed limitations set in place prior to the end of the period.</li> <li>• Assigned – Represents fund balance utilized in subsequent periods for pay-as-you capital projects and on-time, non-recurring expenditures.</li> <li>• Unassigned – Represents fund balance that is available for any purpose.</li> </ul>
General Fund	The general fund is the chief operating fund of the government.
Net Position	The residual of all other financial statement elements presented in a statement of financial position.
Overlay	An appropriation to fund potential tax abatements.
Proprietary Funds	Funds used for business-like activities, usually operate on an accrual basis of accounting. Proprietary funds include Enterprise and Internal service funds.
State Revolving Loan Fund (SRF)	A fund administered by the State for the purpose of providing low-interest loans for investments in water and sanitation infrastructure.
Unamortized Bond Premium	Unamortized bond premium refers to the amount between the face value and the amount the bond was sold at, minus the interest expense. It is what remains of the bond premium to be written off against expenses over the bond's life.



# Financial Results – Net Position

The City of Portsmouth's financial activities in total are made up of two classifications: Governmental and Business-Type Funds. The table represents the governmental funds the City accounted for in the Statements of Net Position.



GOVERNMENTAL FUNDS	
General Fund	Account for all general operating expenditures and revenues. This is the City's largest fund and primarily funded from property taxes.
Special Revenue Funds	Proceeds of specific revenue sources that are restricted for a specific purpose. These include, Parking & Transportation, Community Development Block Grant, Urban Development Action Grant, Prescott Park and Federal, State, Local grants and private donations.
Capital Funds	CIP projects for City infrastructure improvements.
Debt Service Funds	Principal and interest payments on a special assessment bond.
Permanent Funds	Resources that are restricted to the extent that only earnings and not principal may be used for purposes that supports programs for the benefit of the government or citizenry.
BUSINESS-TYPE OR ENTERPRISE FUNDS	
Water	Production, delivery and storage of safe water.
Sewer	Collection, transportation and treatment of wastewater.

## City of Portsmouth, NH

### Statement of Changes in Net Position (In Thousands)

	Governmental Activities		Business-Type Activities		Total	
	2019	2018	2019	2018	2019	2018
<b>REVENUES</b>						
Program Revenues:						
Charges for Services	\$ 28,244	\$ 26,866	\$ 25,030	\$ 24,905	\$ 53,274	\$ 51,771
Operating Grants and Contributions	4,919	6,172	-	-	4,919	6,172
Capital Grants and Contributions	3,583	4,384	3,030	2,035	6,613	6,419
General Revenues:						
Property Taxes	84,828	81,811	-	-	84,828	81,811
Interest on Taxes	104	89	-	-	104	89
Grants and Contributions (not restricted)	1,122	1,110	-	-	1,122	1,110
Special Assessment	-	-	-	-	-	-
Investment Income	1,834	1,549	1,108	602	2,942	2,151
Other	1,751	3,115	407	356	2,158	3,471
<b>Total Revenues</b>	<b>126,385</b>	<b>125,096</b>	<b>29,575</b>	<b>27,898</b>	<b>155,960</b>	<b>152,994</b>
<b>EXPENSES</b>						
General Government	16,129	15,088	-	-	16,129	15,088
Public Safety	23,146	21,595	-	-	23,146	21,595
Education	57,310	55,520	-	-	57,310	55,520
Public Works	16,596	15,616	-	-	16,596	15,616
Health and Human Services	746	650	-	-	746	650
Culture and Recreation	4,679	4,292	-	-	4,679	4,292
Community Development	1,130	1,356	-	-	1,130	1,356
Interest on Long-Term Debt	4,043	3,840	-	-	4,043	3,840
Water Operations	-	-	8,196	8,006	8,196	8,006
Sewer Operations	-	-	12,134	10,764	12,134	10,764
<b>Total Expenses</b>	<b>123,779</b>	<b>117,957</b>	<b>20,330</b>	<b>18,770</b>	<b>144,109</b>	<b>136,727</b>
Change in net position before permanent fund contributions and transfers	2,606	7,139	9,245	9,128	11,851	16,267
Contributions to permanent fund principal		1				1
Transfer in(out)	260		(260)	-	-	-
Change in net position	2,866	7,140	8,985	9,128	11,851	16,268
Net Position - beginning of year	106,978	99,838	107,322	98,194	214,300	198,032
<b>NET POSITION - END OF YEAR</b>	<b>\$ 109,844</b>	<b>\$ 106,978</b>	<b>\$ 116,307</b>	<b>\$ 107,322</b>	<b>\$ 226,151</b>	<b>\$ 214,300</b>

**Statement of Changes in Net Position** presents revenues and expenses for the City as a whole and describes the changes in net position for the current and prior fiscal year.

Total Program Revenues (charges for services) and General Revenues (mostly taxes and interest on investments) increased \$3 million or 1.9%.

Total expenses for the City were \$144.1 million, an increase of \$7.4 million or 5.4%.

# Financial Results – Net Position

**Statement of Net Position** presents information on all of the City fund's assets and liabilities, deferred inflow/outflows of resources, with the difference reported as net position. Over time, increases or decreases in net position may serve as a useful indicator whether the City's financial position is improving or deteriorating.

At the close of the fiscal year, the City's total net position of \$226.2 million represents an increase of \$11.8 million in comparison to the prior year.

**City of Portsmouth, NH**  
**Statement of Net Position (in Thousands)**

	Governmental Activities		Business-Type Activities		Total	
	2019	2018	2019	2018	2019	2018
Current and other assets	\$ 105,994	\$ 114,442	\$ 72,171	\$ 71,897	\$ 178,165	\$ 186,339
Capital assets	<u>241,042</u>	<u>226,165</u>	<u>213,471</u>	<u>182,440</u>	<u>454,513</u>	<u>408,605</u>
Total assets	347,036	340,607	285,642	254,337	632,678	594,944
Deferred outflows of resources	20,395	19,548	824	916	21,219	20,464
Total assets and deferred outflows	<u>\$ 367,431</u>	<u>\$ 360,155</u>	<u>\$ 286,466</u>	<u>\$ 255,253</u>	<u>\$ 653,897</u>	<u>\$ 615,408</u>
Long-term liabilities	\$ 242,861	\$ 215,371	\$ 96,445	\$ 92,406	\$ 339,306	\$ 307,777
Other liabilities	8,537	33,960	73,454	55,386	81,991	89,346
Total liabilities	251,398	249,331	169,899	147,792	421,297	397,123
Deferred inflows of resources	6,189	3,846	260	139	6,449	3,985
Net position:						
Net investment in capital assets	134,801	126,963	76,006	70,902	210,807	197,865
Restricted	23,358	27,866	163	325	23,521	28,191
Unrestricted	(48,315)	(47,851)	40,138	36,095	(8,177)	(11,756)
Total net position	<u>\$ 109,844</u>	<u>\$ 106,978</u>	<u>\$ 116,307</u>	<u>\$ 107,322</u>	<u>\$ 226,151</u>	<u>\$ 214,300</u>
Total liabilities, deferred inflows and net position	<u>\$ 367,431</u>	<u>\$ 360,155</u>	<u>\$ 286,466</u>	<u>\$ 255,253</u>	<u>\$ 653,897</u>	<u>\$ 615,408</u>

**Net Investment in Capital Assets** is the largest portion of net position and reflects our investment in capital assets (e.g. land, buildings, machinery and equipment); less any related debt used to acquire the assets that is still outstanding. As of year-end, net investment in capital assets is \$210.8 million, an increase of \$12.9 million from FY2018. These capital assets are used to provide services to citizens.

**Restricted Net Position** of \$23.5 million represents 10% of resources that are subject to external restrictions on how they may be used.

**Unrestricted Net Position is the remaining amount of the net position not restricted for a specific purpose.** There are two reporting mandates from Governmental Accounting Standards Board (GASB) 1) \$92 million of net pension liability representing the City's share of the New Hampshire Retirement System's unfunded liability and 2) \$24 million for Other Post-Employment Benefits (OPEB) liabilities. This resulted in an ending balance in Unrestricted Net Position of a negative \$8.2 million. [Detailed information regarding these liabilities can be found in notes 21 and 22 (pages 80-91) of the Fiscal Year ended June 30, 2019 CAFR]

# General Fund

The General Fund is the primary operating fund and represents services provided by the General Government, Police, Fire, and School Department as well as appropriations for Debt Service, Rockingham County Tax Obligation, Overlay, and Capital Outlay.

The statement below provides the comparison of the final budget to actual expenditures and estimated revenues to actual revenues for fiscal year ended June 30, 2019 as reported on page 49 of the CAFR. This statement reports gross property taxes which are not net of overlay.

GENERAL FUND  
STATEMENT OF REVENUES AND OTHER SOURCES  
AND EXPENDITURES AND OTHER USES - BUDGET TO ACTUAL  
FOR YEAR ENDED JUNE 30, 2019

	Final Budget	Actual Amounts	Variance With Final Budget
<b>Revenues and Other Sources:</b>			
Taxes	86,137,863	87,444,879	1,307,016
Licenses and permits	5,748,200	7,404,735	1,656,535
Intergovernmental	10,075,622	10,005,633	(69,989)
Charges for services	5,789,563	6,160,463	370,900
Investment income	700,000	1,336,087	636,087
Interest and penalties	200,000	104,157	(95,843)
Fines and costs	745,742	741,808	(3,934)
Other revenues	152,791	335,882	183,091
Other financing sources:			
Bond Premiums		4,314	4,314
Transfers in	1,186,312	1,191,708	5,396
Use of Fund Balance:			
To reduce taxes	2,273,000	2,273,000	-
Municipal complex improvements	1,286,114	1,286,114	-
<b>Total Revenues and Other Sources</b>	<b>114,295,207</b>	<b>118,288,780</b>	<b>3,993,573</b>
<b>Expenditures and Other Uses:</b>			
<i>Current:</i>			
General administration	6,701,111	6,599,113	101,998
Other general administration	1,075,472	988,597	86,875
Public works	6,844,223	6,795,406	48,817
Community services	3,462,297	3,455,211	7,086
Regulatory services	1,560,062	1,512,426	47,636
Emergency management	12,014	392	11,622
Police department	11,280,229	11,155,190	125,039
Fire department	8,966,305	8,894,022	72,283
School department	48,086,136	48,085,225	911
Non-operating	26,307,358	25,644,095	663,263
<b>Total Expenditures and Other Uses</b>	<b>114,295,207</b>	<b>113,129,677</b>	<b>1,165,530</b>
Excess of revenues and other sources over expenditures and other uses	<u>\$ -</u>	<u>\$ 5,159,103</u>	<u>\$ 5,159,103</u>

**Final Budget of \$114,295,207 includes one supplemental appropriation of \$1,286,114 Use of Bond Premium for Municipal Complex improvements**

## FY 2019 Budget to Actual Results

### Revenues exceeded the estimated revenues by \$3,993,573

- Surplus in Licenses and Permits of \$1,656,535 from:
  - Excess of \$668,306 as a result of an increased number of motor vehicle registrations.
  - \$931,252 in building, electrical and plumbing permits resulting from renovations and new construction citywide.
- Shortfall in Intergovernmental revenues of \$69,989 primarily from school tuition as a result of a decline of 3% in student enrollment from SAU communities: Greenland, New Castle, Newington and Rye.
- Surplus in Charges for Services of \$370,900 mainly attributed to:
  - \$100,046 from Ambulance Fees.
  - \$86,535 from the Municipal Service Agreement with Pease Development Authority.
- Surplus in Investment Income of \$636,087.

### Expenditures were less than the estimated budget by \$1,165,530

- Current operating expenditure surplus of \$502,267 as a result of:
  - \$125,039 from the Police Department.
  - \$72,283 from the Fire Department.
  - \$79,893 from the Public Library.
  - \$225,052 in other General Government Departments mainly due to vacancies.
  - \$76,000 surplus in street light electricity and street light supplies.
  - An over expenditure of \$80,026 from welfare direct assistance.
- Non-operating expenditures surplus of \$663,263 mainly from \$407,046 surplus in debt related expenditures as a result of the timing of issuing debt, and \$238,267 from County Tax.

# General Fund

Where does the money come from to fund the General Fund budget?

General fund activities are financed by revenues generated from local property taxes, state shared revenues, and other local sources. Actual revenues for FY19, FY18 and FY17 are depicted below.

Revenues	Actual 2019	Actual 2018	Actual 2017
<b>Property taxes</b>	87,444,879	83,488,957	80,655,072
<b>Licenses and permits:</b>			
Motor Vehicles Permits	5,018,306	4,733,632	4,502,812
Building Permits	1,599,907	1,050,394	1,019,191
Cable Franchise Fee	360,000	360,000	360,000
Other Licenses and Permits	426,523	432,249	445,357
<b>Intergovernmental:</b>			
School Building Aid from State	1,863,247	1,863,247	1,812,693
Rooms and Meals Tax from State	1,122,057	1,109,504	1,111,547
Highway Block Grant from State	444,779	435,979	425,438
School Tuition	6,370,822	6,649,622	6,098,763
Other	204,727	38,077	39,087
<b>Charges for services:</b>			
PDA Airport District	2,836,535	2,683,161	2,825,472
Police Outside Detail	196,093	184,906	176,254
Ambulance Fees	950,046	794,639	1,067,868
Net Parking Related Revenue	1,668,427	1,511,698	1,581,194
Recreation Department	273,960	260,884	282,919
Other Charges for services	235,400	198,480	269,910
<b>Investment Income:</b>	1,336,087	852,727	331,973
<b>Interest on Taxes:</b>	104,157	88,770	168,675
<b>Fines and Costs</b>	741,808	893,107	816,111
<b>Other Revenues:</b>	335,882	160,497	164,469
<b>Other Financing Sources:</b>			
Bond Premium	4,314	1,286,114	1,219,889
Transfer from Other Funds	1,191,708	1,163,445	1,967,454
<b>Use of Fund Balance:</b>			
Use of Fund Balance	2,273,000	2,808,167	2,689,300
Use of Bond Premium	1,286,114	1,269,148	1,850,000
<b>Total Revenues</b>	<b>\$ 118,288,780</b>	<b>\$ 114,317,403</b>	<b>\$ 111,881,448</b>



Property Taxes  
74.0%



Licenses & Permits  
6.2%



Intergovernmental  
8.5%



Charges for Services  
5.2%



Investment Income  
1.1%



Interest on Taxes  
0.1%



Fines & Costs  
0.6%



Other Revenues  
0.3%



Other Financing Sources  
1.0%



Use of Fund Balance  
3.0%

# General Fund

## How is the money spent to fund General Fund Expenditures?

Revenues collected from property taxes, state shared revenues and other local revenues are used to fund the General Fund expenditures only. Actual Expenditures for FY19, FY18, and FY17 are depicted below.

Expenditures	Actual FY19	Actual FY18	Actual FY17
<b>Operating Budget</b>			
General Government	19,201,147	18,319,774	18,210,245
Police	11,155,190	10,913,953	10,382,847
Fire	8,894,022	8,609,116	8,340,898
Education	48,085,225	46,573,031	44,684,084
Transfer to Indoor Pool	150,000	150,000	150,000
<i>Total Operating</i>	<b>\$ 87,485,584</b>	<b>\$ 84,565,874</b>	<b>\$ 81,768,074</b>
<b>Non-Operating</b>			
Debt Service	13,468,666	12,832,481	12,870,810
Rockingham County Tax	5,503,199	5,629,133	5,277,514
Capital Outlay	1,635,000	1,985,000	2,000,000
Other Non-Operating	5,037,230	4,717,208	5,546,445
<i>Total Non-Operating</i>	<b>\$ 25,644,095</b>	<b>\$ 25,163,822</b>	<b>\$ 25,694,769</b>
<b>Total Expenditures</b>	<b>\$113,129,679</b>	<b>\$109,729,696</b>	<b>\$107,462,843</b>

Operating Expenditures represents 77.3% of the total Expenditures for FY19



General Government  
17%



Police Department  
9.9%



Fire Department  
7.9%



Education  
42.5%



Transfer to Indoor Pool  
0.1%

Non-Operating Expenditures represents 22.7% of the total Expenditures for FY19



Debt Service  
11.9%



Rockingham County  
Tax  
4.9%



Capital Outlay  
1.4%



Other Non-Operating  
4.5%

### Expenditure Categories

- **General Government-** City Council, City Manager, Finance, City Clerk, Elections, Legal, Human Resources, Public Works, Planning, Inspection, Health, Information Technology, Public Library, Recreation, Senior Services, Welfare, Outside Social Services, and Emergency Management.
- **Public Safety-** Police and Fire Departments.
- **Education-** K-12 School System.
- **Transfer to Indoor Pool-** Annual transfer for operating expenses for the Indoor Pool.
- **Debt Service-** Principal and Interest on Long- Term Debt.
- **Rockingham County Tax-** Portsmouth's apportionment of the Rockingham County Tax Obligation.
- **Other Non-Operating-** Overlay, Capital Outlay, Contingency, IT Equipment Replacement, and Rolling Stock.

# General Fund – Fund Balance

## GENERAL FUND BALANCE SHEET

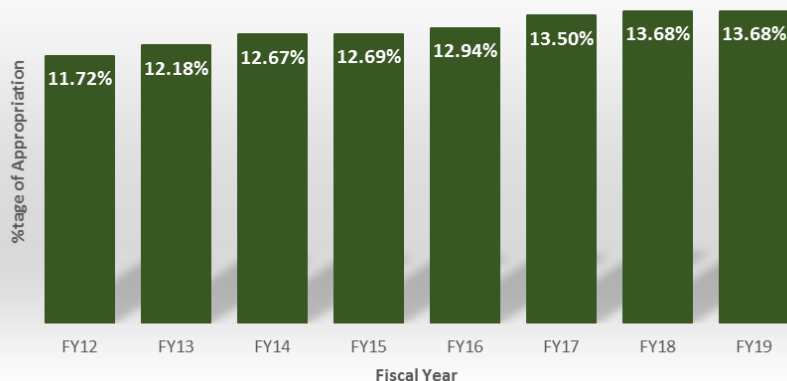
	2019	2018	2017
<b>Assets:</b>			
Cash and Investments	51,550,362	54,830,873	54,153,167
Receivables:			
Property Taxes	2,224,781	1,907,984	2,071,900
Departmental and other	691,455	670,150	720,671
Due from other funds	898,026	222,952	229,778
Advances to other funds	480,160	524,160	567,160
Other assets	72,853	90,187	93,901
<b>TOTAL ASSETS</b>	<b>55,917,637</b>	<b>58,246,306</b>	<b>57,836,577</b>
<b>LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES</b>			
<b>Liabilities:</b>			
Accounts payable	1,270,361	1,571,422	981,711
Accrued liabilities	817,887	846,008	880,669
Unearned revenue	250,984	1,077,090	-
Retainage payable	6,427	-	-
Tax refunds liability	2,358,863	2,873,581	3,257,070
Other liabilities	644,776	513,234	431,403
<b>TOTAL LIABILITIES</b>	<b>5,349,298</b>	<b>6,881,335</b>	<b>5,550,853</b>
Deferred inflows of Resources	1,278,095	1,103,026	1,262,678
Fund Balances:			
Nonspendable	480,160	524,160	567,160
Restricted	-	-	-
Committed	22,665,499	25,642,234	26,964,585
Assigned	10,513,688	8,942,597	8,985,660
Unassigned	15,630,897	15,152,954	14,505,641
<b>TOTAL FUND BALANCE</b>	<b>49,290,244</b>	<b>50,261,945</b>	<b>51,023,046</b>
<b>TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCE</b>	<b>\$ 55,917,637</b>	<b>\$ 58,246,306</b>	<b>\$ 57,836,577</b>

The General Fund balance sheet is prepared using current financial resources measurement focus and the modified accrual basis of accounting. Meaning, no long-term assets or liabilities are reported on this balance sheet. Fund Balance is the excess of an entity's assets over its liabilities. The unassigned portion of the fund balance represents expendable available resources that can be spent for future needs.

## Unassigned Fund Balance Ordinance

City Council adopted in Fiscal Year 1998 the "Unassigned Fund Balance Ordinance" to maintain the assigned fund balance within a certain range. This ordinance was amended in fiscal year 2013 which mandates that the City will maintain an unassigned fund balance of between 10% and 17% of general fund appropriations.

## GENERAL FUND - UNASSIGNED FUND BALANCE



Unassigned fund balance at the end of the fiscal year was \$15,630,897 or 13.68% of the final general fund budget. This is an increase of \$477,943 from prior year however the percent of appropriations remains the same. The table demonstrates that over the last eight years, the unassigned fund balance has remained in excess of 10% of the final general fund budget.

# Enterprise Funds – Water & Sewer Funds

An Enterprise Fund establishes a separate accounting and financial reporting mechanism for municipal services for which a fee is charged in exchange for goods and/or services to the general public. The City of Portsmouth has two Enterprise Funds: Water Fund and Sewer Fund and each are accounted for separately.

## Rate Stabilization and Structure



Both the Water and Sewer Funds utilize a comprehensive rate model which serves as a tool to allow for long-term financial planning to create a rate structure that is stable and predictable from year to year to lessen the user rate impact due to capital investments or unanticipated losses of revenue.

The City's water rate and sewer rate structure is a two tiered inclining rate, meaning, the first 10 units (a unit of 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. Since the large volume users have a greater impact on system production capacities, storage volume and pipe sizing, a second tier at the higher rate captures the additional costs incurred to serve them.

The City's irrigation meter consumption rate structure for both residential and commercial customers have a third tier for any consumption beyond 20 units per month to further promote efficiencies.

### WATER FUND

The Water Fund operates and maintains water production, water storage and water distribution servicing Portsmouth, Greenland, New Castle, Newington and portions of Durham, Madbury and Rye.

#### FY19 WATER RATES

Consumption per month

First Tier Rate (10 units or less)	\$4.23
Second Tier Rate (over 10 units)	\$5.10



#### Irrigation Meter Consumption Rates

1st Tier Rate [0-10 units]	\$5.10
2 <sup>nd</sup> Tier Rate [11-20 units]	\$9.61
3 <sup>rd</sup> Tier Rate [over 20 units]	\$11.86

### SEWER FUND

The Sewer Fund operates the Collection and Treatment of wastewater.

#### FY19 SEWER RATES

Based on Water Consumption per month

First Tier Rate (10 units or less)	\$13.24
Second Tier Rate (over 10 units)	\$14.56

### MONTHLY METER CHARGE

The Meter charge is for ongoing maintenance and service of meters installed on the property and is based on the service size as listed in the following table. Typical residential meter is 5/8".

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

# Water & Sewer Funds

The Water and Sewer funds are reported on the proprietary fund financial statements and use the full accrual basis of accounting similar to private sector. Each report equity as net position. The Statement of Revenues, Expenses and Changes in Fund Net Position for FY19 and FY18 is displayed below for comparison.

CITY OF PORTSMOUTH, NEW HAMPSHIRE  
 PROPRIETARY FUNDS  
 STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET POSITION

	Water 2019	Water 2018	Sewer 2019	Sewer 2018	Total 2019	Total 2018
Operating Revenues:						
Charges for services	\$ 8,135,894	\$ 8,470,217	\$ 15,316,669	\$ 15,064,365	\$ 23,452,563	\$ 23,534,582
Licenses and permits	750,021	717,598	275,496	194,172	1,025,517	911,770
Department revenue	356,307	281,970	189,130	176,326	545,437	458,296
Other revenue			6,600	-		
<b>Total Operating Revenues</b>	<b>9,242,222</b>	<b>9,469,785</b>	<b>15,787,895</b>	<b>15,434,863</b>	<b>25,023,517</b>	<b>24,904,648</b>
Operating Expenses:						
Personnel services	3,134,161	3,151,069	3,538,144	3,450,645	6,672,305	6,601,714
Non-personnel services	2,083,760	2,113,918	4,088,055	3,293,568	6,171,815	5,407,486
Depreciation	1,901,401	1,701,629	2,288,766	2,121,758	4,190,167	3,823,387
<b>Total Operating Expenses</b>	<b>7,119,322</b>	<b>6,966,616</b>	<b>9,914,965</b>	<b>8,865,971</b>	<b>17,034,287</b>	<b>15,832,587</b>
<b>Operating Income</b>	<b>2,122,900</b>	<b>2,503,169</b>	<b>5,872,930</b>	<b>6,568,892</b>	<b>7,995,830</b>	<b>9,072,061</b>
Nonoperating Revenues (Expenses):						
Investment income	337,728	200,146	769,890	402,278	1,107,618	602,424
Bond amortization	203,073	186,124	205,163	169,725	408,236	355,849
Interest expense	(1,077,124)	(1,039,677)	(2,219,302)	(1,898,519)	(3,296,426)	(2,938,196)
<b>Total Nonoperating Revenues (Expenses)</b>	<b>(536,323)</b>	<b>(653,407)</b>	<b>(1,244,249)</b>	<b>(1,326,516)</b>	<b>(1,780,572)</b>	<b>(1,979,923)</b>
<b>Income Before Contributions and Transfers</b>	<b>1,586,577</b>	<b>1,849,762</b>	<b>4,628,681</b>	<b>5,242,376</b>	<b>6,215,258</b>	<b>7,092,138</b>
Capital contributions	2,151,456	1,239,947	878,670	795,324	3,030,126	2,035,271
Transfer out			(260,067)	-	(260,067)	-
<b>Change in Net Position</b>	<b>3,738,033</b>	<b>3,089,709</b>	<b>5,247,284</b>	<b>6,037,700</b>	<b>8,985,317</b>	<b>9,127,409</b>
Net Position at Beginning of Year	42,798,425	39,708,716	64,523,477	58,485,777	107,321,902	98,194,493
<b>Net Position at End of Year</b>	<b>\$46,536,458</b>	<b>\$42,798,425</b>	<b>\$69,770,761</b>	<b>\$64,523,477</b>	<b>\$116,307,219</b>	<b>\$107,321,902</b>

The total net position for the water and sewer funds at the end of the year increased by \$8,985,317 for a total of \$116,307,219. The water fund increased by \$3,738,033 and the sewer fund increased by \$5,247,284. This increase is slightly less than the prior year's increase by \$142,092 or 1.6%. Key elements of the changes are:

- Decrease in operating revenues for the water fund of \$227,563 or 2.4% attributed to a drop in consumption as a result of a raining season and water efficiency measures.
- Increase in operating revenues for the sewer fund of \$353,032 or 2.3% as a result of a rate increase.
- Operating expenses increased by \$1,201,700 mainly due to \$268,088 in sewer outside counsel, \$205,429 in chemicals, and \$120,744 for Consent Decree Mitigation.
- Non-operating revenues of \$1.5 million represent an increase of \$557,581 primarily due to an increase in investment income.
- Non-operating expenses of \$3.3 million represent an increase of \$358,230 from interest expense.
- Capital grants and contributions of \$3 million represents an increase of \$1 million due to contributions made by the U.S. Air Force for well and water source projects at Pease.



# Long-Term Debt Outstanding

At the end of the current fiscal year, total bonded debt and State Revolving Fund (SRF) loans outstanding, including business-type activities (water and sewer departments) was \$213,962,479 which includes unamortized premiums as shown in the table.

## Outstanding Debt (000s)

	Governmental Activities		Business-Type Activities		Total	
	2019	2018	2019	2018	2019	2018
General obligation bonds	\$ 111,096	\$ 87,534	\$ 64,560	\$ 58,327	\$ 175,656	\$ 145,861
State revolving fund loans	32	245	20,630	23,428	20,662	23,673
Unamortized premiums	11,555	8,392	6,090	5,256	17,645	13,648
<b>Total Debt</b>	<b>\$ 122,683</b>	<b>\$ 96,171</b>	<b>\$ 91,280</b>	<b>\$ 87,011</b>	<b>\$ 213,963</b>	<b>\$ 183,182</b>

The City of Portsmouth's total debt increased by \$30,780,574 or 16.8% during the current fiscal year. The key factors in this net increase are:

- Reductions of outstanding debt principal in the amount of \$17,086,027.
- The issuance of General Obligation bonds and loans of \$43,870,000 for the following projects:
  - \$23,149,000 for the construction of the Foundry Place Parking Facility.
  - \$4,934,500 for improvement to School Facilities.
  - \$708,000 for a Fire Boat and Fire Apparatus.
  - \$4,820,000 for City Street, Sidewalk and Facility Improvements.
  - \$3,100,000 for Water Line Replacements.
  - \$7,851,100 for Pease Wastewater Treatment Facility, Consent Decree Mitigation, and Annual Sewer Line Replacements.
  - \$2,407,400 for Water Line Replacements and Water System Pressure and Storage improvements.

**STANDARD  
& POOR'S**

**AAA BOND RATING**

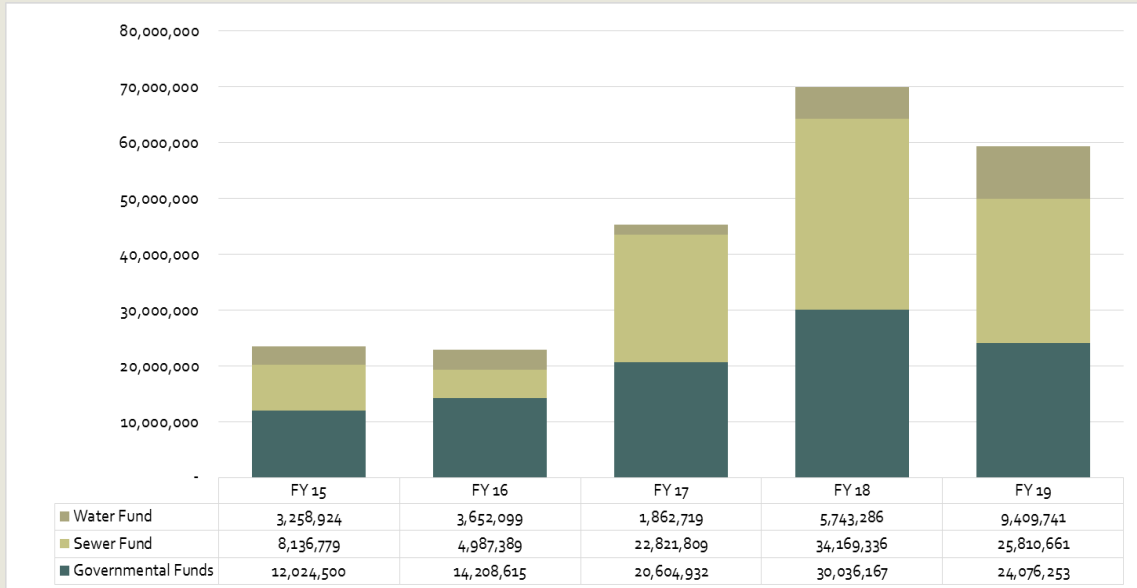
A bond rating is a grade given to bonds that indicates their credit quality. A "AAA" rating represents the highest credit rating available and translates to significant savings to you as the taxpayer through reduced interest rates. Rating agencies rate the municipality during each bond issuance focusing on the areas of: Conservative Budgeting Techniques, Debt Management, Stabilization Reserves, Strong Liquidity Management, Succession and Contingency Planning, and Fund Balance Policies, along with other demographic factors.

In June 2019, Standard & Poor's Rating Group (S&P) affirmed the City's bond rating to AAA citing the City's very strong economy, very strong management with strong policies and practices, strong budgetary performance, very strong budgetary flexibility, very strong liquidity, and strong debt and contingent liabilities position as positive credit factors.

# Capital Investments

## Investments in Capital Assets

Capital Assets are defined as land, buildings, equipment, and infrastructure owned by the City. Investments in capital improvements are made each year. The chart below depicts a 5-year history of capital expenditures to purchase, construct or improve infrastructure citywide. These projects are funded through annual appropriations, bonds, loans, grants and other capital contributions.



## CAPITAL ASSET EVENTS DURING THE FISCAL YEAR

### Governmental Activities

Construction in Progress \$5,061,592

- Pleasant St., Market St. Ext, and Maplewood Ave. reconstruction
- Peverly Hill Road Sidewalks
- New Senior Activity Center
- Upgrades to various streets, sidewalks, building, parks and playgrounds

Capitalized Assets \$48,032,014

- City Hall exterior wall replacement
- Andrew Jarvis/Lafayette intersection upgrades
- Construction of the Foundry Place Parking Facility
- Leary Field lighting replacement
- Woodbury Ave. signal upgrades
- Dondero Elementary School upgrades
- Purchase of vehicles for Public Works, Police Fire, and School Department

### Water Fund Activities

Construction in Progress \$11,230,543

- Pease Well Design
- Pleasant St. waterline
- Woodbury Ave. waterline projects
- Upgrade to the Newington Booster

Capitalized Assets \$5,601,657

- Bellamy Reservoir Easement
- Foundry Place waterline
- Woodbury Ave. waterline upgrade
- Greenland Well improvements
- Water system pressure and storage
- Carbon Filtration system

### Sewer Fund Activities

Construction in Progress \$85,456,070

- Design of Peirce Island wastewater treatment plant
- Upgrades to the Pease wastewater treatment plant
- Goose Bay Dr. sewerlines.
- Maplewood Ave. sewerlines

Capitalized Assets \$5,795,268

- Lafayette Rd. pump station improvements
- Infiltration evaluation
- Foundry Place sewerline
- Purchase of vehicles and equipment

# Next Year's Budgets and Rates (Fiscal Year 2020)

At the time of publication of the PAFR for year ending June 30, 2019, Fiscal Year 2020 is underway and the budget document is available for review at the Public Library, City Clerk's office as well as on the City's website. In addition to the dollars and cents relating to the annual budget, this document describes department programs and services, performance measurements, financial planning tools and policies, community and economic indicators, citywide continuing priorities, the capital improvement plan summary, and other helpful information to assist in understanding the City's budget.

## General Fund

- The final General Fund budget is \$118,638,630
- The tax rate approved by the Department of Revenue Administration is \$14.86 per \$1,000 of assessed value. This is a decrease of 98¢ or 6.2% from the prior year.

## Water and Sewer Funds

- Both the Water and Sewer Division user rates have been set based on a two-tier inclining rate block structure based on units of water consumed. One unit is equal to 100 cubic feet or 748 gallons of water.
  - The FY20 water user rates reflect a 2% increase from FY19. The rate for the first 10 units of water consumed per month increased from \$4.23 to \$4.32. The rate for consumption over 10 units per month increased from \$5.10 to \$5.20. The meter charge rate remained the same and is based on the service meter size.
  - The FY20 sewer user rates reflect a 4% increase from the FY19 rates. The rate for the first 10 units of water consumed per month increased \$13.24 to \$13.77. The rate for consumption over 10 units per month increased from \$14.56 to \$15.14 per unit.
  - Irrigation rates are based on a three-tier inclining rate structure.
    - First 10 units of water consumed \$5.20/unit
    - 10 units up to 20 units consumed \$9.81/unit
    - Above 20 units consumed \$12.11/unit

## **Fiscal Year 2020 Budget**

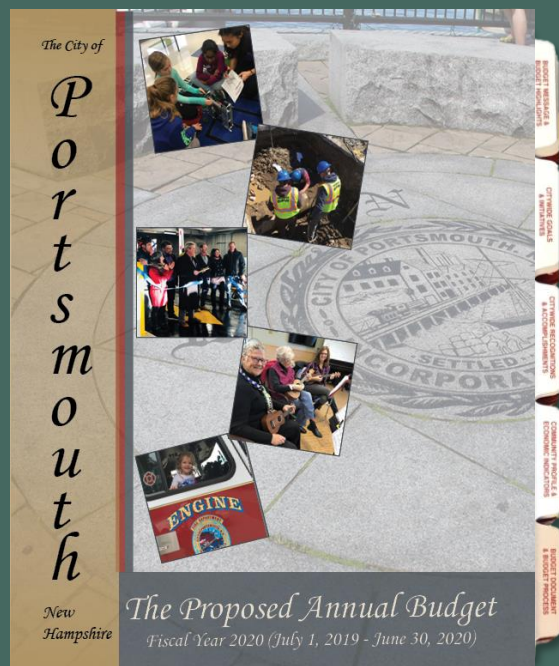
### **Operating Budget**

General Government	20,343,714
Police	11,647,381
Fire	9,232,857
Education	49,612,427
Collective Bargaining	1,120,000
Transfer to Other Funds	239,000
<i>Total Operating</i>	\$ 92,195,379

### **Non-Operating**

Debt Service	14,471,496
Rockingham County Tax	5,741,466
Capital Outlay	1,810,000
Other Non-Operating	4,420,289
<i>Total Non-Operating</i>	26,443,251

**Total Annual Budget** \$118,638,630



# How to Become Engaged in Your Community

The City of Portsmouth offers several opportunities for Portsmouth Citizens to engage in its Local Government Processes.



## The Annual Budget Process

- Budget Public Hearings (Police Commission, Fire Commission and School Board)
- Budget Public Hearing (City Council)

## Capital Improvement Plan Process

- Citizen Project Request Forms
- CIP Public Input Meeting (Planning Board)
- CIP Public Hearing (City Council)

## Public Input Sessions

- City Council Public Comment Sessions and City Council Public Dialogue Sessions
- Boards, Commissions, Committees Public Input Opportunities
  - Police and Fire Commissions
  - School Board
  - School Facilities Committees
- Planning and Public Works hosted Public Input Sessions on upcoming construction projects and long-term planning policies
- Master Planning Process (Master Plan 2025, Sagamore Creek Master Plan, Prescott Park Master Plan)
- Neighborhood Outreach Forum
- Economic Development (Sister Cities Programs)

## Boards, Commissions, Committees

- Citywide Neighborhood Committee
- Neighborhood Steering Committee
- Citizen Advisory Committee (CDBG)
- Appointed Positions (Boards, Commissions, Committees)
- Elected Positions (Police Commission, Fire Commission, School Board)

## Public Input Opportunities through Digital Media

- Click N' Fix App

## Widely Available Information for Citizens

- City Website
- YouTube Live Feed (HD quality) , Televised Meetings (and archived)
- Minutes, Presentations, Agendas online
- Plans, Documents, Budgets Available in numerous locations (Online, Clerk's Office, Library)
- Code Red Snow Ban Information



# Portsmouth City Programs in Pictures



*Meter Crew from DPW.*



*Ukulele class at the Senior Ctr.*



*Trench Rescue Training w/ the Fire Dept.*



*Story Time with the Library Staff.*



*Snow removal downtown by the DPW.*



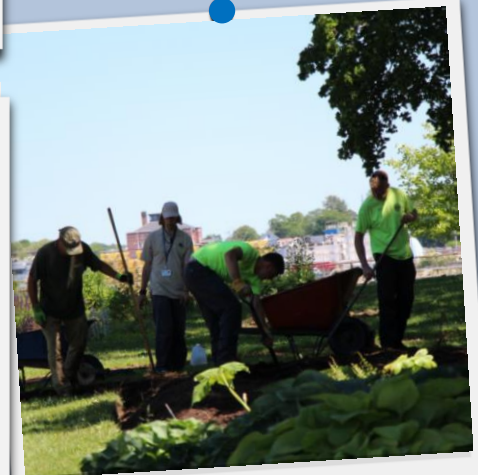
*Discussion Time at PHS.*



*Summer Camp with the Rec Dept.*



*Safety Checkpoints by the PPD.*



*Prescott Park Crew hard at work.*

## What is Compost Tea?

GEOTEA compost tea brewer is a state of the art piece of equipment used to turn compost into a liquid biological soil amendment to reduce the use of synthetic pesticides and fertilizers. The "compost tea" is applied to greenspaces, ball fields, trees, and flower beds throughout the city to add living biologic organisms to the soil which will improve soil water retention, increase fertility in plants, reduce weed pressure and reduce compaction in the soil.



## Creation of the Trees & Greenery Division

Over the last five years there has been an increase in the acreage of streetscape and parks the City is responsible for maintaining as well as an increased level of sustainable practices expected for these areas. These areas include Memorial Park, Market Street Gateway, the former Lafayette Road fly-over area, and Prescott Park. To address these needs, a new division within the Public Works Department, ***Trees and Greenery***, was created to develop best practices for the sustainability of Portsmouth's Green Spaces.

## Eco-Municipality Practices

In keeping with the City's commitment as an eco-municipality, the DPW is continuing in its efforts to reduce the use of synthetics in maintaining parks, athletic fields and gardens including Prescott Park. Several of the alternative methods for weed and pest control showed promising results over the past growing season. The Trees & Greenery Division, which is responsible for maintaining the parks, cemeteries, athletic fields and an urban forest of more than 10,000 trees, has tested several approaches as pilot projects, to test cost efficiency. Overtime, the outcome of these efforts is for a healthy and sustainable environment related to the soil, plants, birds, and mammals supported by the eco-sphere.

Specific successful pilot projects this season include:

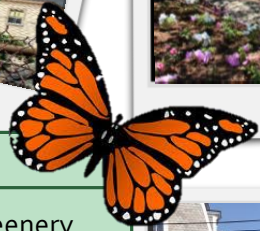
- The use of organic "compost tea" rather than synthetic fertilizer for improving turf soils.
- Aeration of the soil and application of compost tea, top-dressing the turf with compost and then over-seeding at Alumni Field. Loosening the soil and then feeding/seeding, results in healthier soils, which long term, will increase water retention, fewer weeds and fewer pests.
- Trials of a mechanical treatment that cuts and removes weeds in the baseball infields.
- The on-street use of non-glyphosate herbicides.

Want to find out more about the City's Sustainability Initiatives?

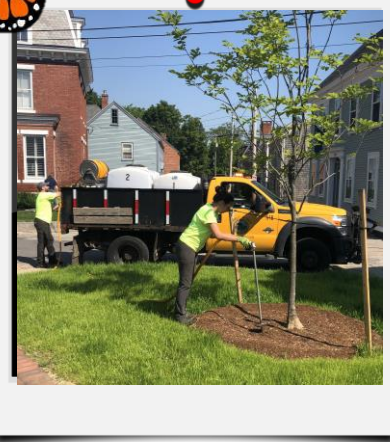
Go to <https://www.cityofportsmouth.com/sustainability/eco-municipality#whysustainable> to find out more.



DPW interns in Prescott Park helped plant and maintain the ornamental gardens and offered guided tours of their work to residents and interested visitors on Fridays in August – all without adding staff to the budget.



**CONGRATULATIONS** to the City's Parks and Greenery Division for receiving two Awards from the Arbor Day Foundation! The City received its 20<sup>th</sup> Tree City USA designation for establishing and maintaining a tree board or department, establishing a tree-care ordinance, and funding an annual community forestry budget of at least two dollars per capita. The division was also awarded the City's first Growth Award due to its high-achieving levels of education, partnerships, planning and management as well as tree planting and maintenance.



**Did you know. . .**

"Promote and Support Sustainable Practices" is one of the Citywide Goals. The City has numerous long term initiatives connected to this goal including:

- **City Sustainability Initiatives:** Single stream recycling, pilot cooking oil recycling program, bio-diesel vehicles, LED light upgrades within City buildings and parking garages, and LED streetlights.
- **Green City Buildings:** Public Library, Madbury Drinking Water Treatment Plant, Portsmouth High and Middle Schools, and Fire Station 2.
- **School Sustainability Policy:** Policy Initiatives include composting, recycling, school gardens, an apiary and more.
- **City Solar Arrays:** Located at Madbury Water Treatment Plant and Portsmouth High School.
- **Energy Efficiency Rebate Programs:** Washing Machine and Toilet Replacement Rebate Program for qualified products.
- **Water Efficiency Programs :** Programs include Leak Detection programs, tiered irrigation rates, Water Supply Status Report, and more.
- **Coastal Resilience Initiative :** Historic Properties Climate Change Vulnerability Assessment
- **Stormwater Programs :** Stormwater Division creation and numerous programs
- **Open Space Initiatives :** Vernal Pool Inventory, Prime Wetlands Inventory, Public Undeveloped Lands Assessment, etc
- **Solar Energy Systems and Wind Powered Energy System:** Exemptions on Assessments for applicable systems



# City Department Services and Highlights

## Portsmouth Public Library

News and Updates for FY2019

- ✓ Held the Harry Potter themed Wizards Ball, attended by over 800 people.
- ✓ Hosted an afternoon with Portsmouth Poet Laureate Tammi Truax who read from her latest book, [For to See the Elephant: A Novel in Verse](#).
- ✓ Held monthly genealogy workshops including one on DNA Tools at Ancestry.com.
- ✓ Hosted a Children's Concert Featuring Performers from Halcyon Music Festival.
- ✓ Partnered with Portsmouth Music & Arts Center (PMAC) to host monthly guitar concerts.
- ✓ Held the 10<sup>th</sup> annual clothing swap with over 750 in attendance.
- ✓ Held the Library's first Seed Swap. Attendees brought extra fresh seeds from homes, and were able to take home something new and exciting!
- ✓ Hosted AARP Tax Aide. This service is offered to taxpayers with low and moderate income, with special consideration given to those ages 60 and older. The program is run by trained and certified volunteers.
- ✓ Hosted author Farah Pandith to speak about her book [How We Win](#), a discussion of how to counter violent extremism.
- ✓ Held numerous local history programs including discussion of the mysteries of the Isles of Shoals.



# of people that visited the Portsmouth Public Library in FY19.

**345,580**

## **Come see what the Portsmouth Public Library has to offer!**

### For all Ages

- Library patrons can **download** or **stream** over 600,000 items (**movies, TV shows, audiobooks, etc.**) from Hoopla as well as 12,920 **eBook** titles and 10,924 **audiobook** titles from OverDrive.
- **Study and Meeting Rooms** for reserve upon request.
- **Museum Passes** are available to patrons providing discounted admission to 16 local and regional museums.
- Utilize the Library's **3D printer** to make objects in plastic from a digital design provided by the patron.
- **Wireless Printing, Computers & WiFi** are available to patrons.

### Adults

- Adult **Book Discussion Groups** – Current groups include a Fiction, Nonfiction and Cookbook Groups.
- The Library offers online **computer classes** as well as one-on-one **technology assistance sessions**.
- **Weekly Meditation** with local volunteer teachers.
- In Stiches **Needlework Group** –knit, crochet, embroider or other lapwork.
- **Language Discussion Groups** are offered for those who speak or are learning to speak a language. Current groups offered in Chinese, French, German, Italian, and Spanish.

### For Teens

- The library hosts **babysitting training courses** for students in grades 5-8.
- New **teen book groups** as well as **youth book clubs** for grades 3-4 and grades 5-6 meet regularly for students.
- Teens can join the **Teen Advisory Board (TAB)** to help the library develop programs and activities that will engage Portsmouth teens.

### For Kids

- **Special Programs** such as Maker Day and Harry Potter Day!
- **Youth Story Times** are offered seasonally for young children.
- **Reading with Dogs** is offered to help the reading skills of early readers in a stress-free environment with dogs!





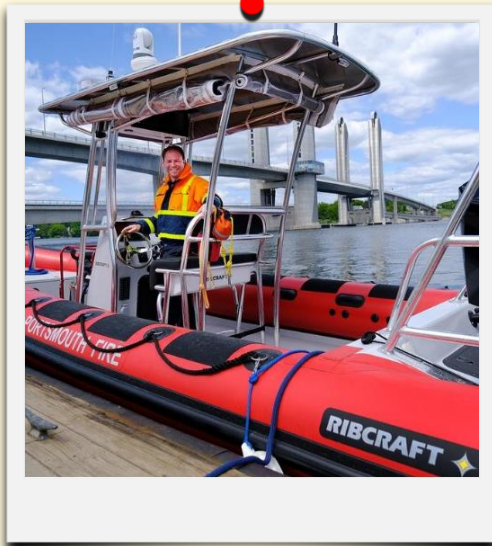
# City Department Services and Highlights

## Portsmouth 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



### News and Updates for FY2019

- ✓ In May 2019 Chief Steven Achilles retired after 19 years with the department. Captain Todd Germain was appointed interim Chief and would later be appointed as the permanent Chief in June.
- ✓ Patrick Howe was appointed Deputy Fire Chief of Prevention in March 2019 after serving 7 years as the Fire Prevention Officer.
- ✓ In June of 2019, the department took delivery of a RibCraft 26' rigid hull inflatable rescue boat to enhance marine and waterfront responses.
- ✓ In August 2018, renovations to Station 3 were completed. Improvements included extending the apparatus bays, creating gender neutral and ADA compliant restrooms and installing commercial turnout gear cleaning equipment.



**2,755**  
Fire/Rescue  
Service Calls in  
FY19



**18** Public  
Education and  
School Visits

**3,383**  
Ambulance  
Service Calls in  
FY19



**5,130**  
Hours of  
Training



**1,017**  
Fire Hydrants  
Citywide

**43** "Other" Fires  
(dumpsters, grass/  
woods, sheds, etc.)



**9** Vehicle Fires

**210** Motor  
Vehicle  
Accidents



**17** Fires in  
Occupied  
Residential  
Dwellings

**89** On Site  
Contractor  
consultations



**367** Fire and  
Life Safety  
Inspections

The City has **4** Fire  
Engines, **1** Tower  
Truck, **1** Ladder  
Truck and **1** Heavy  
Rescue Vehicle



# City Department Services and Highlights



**2,189**  
# Pieces of evidence processed

**10,301**  
Motor Vehicle Stops



**80** DWI Arrests

**1,075**  
Total Number of Arrests in FY19



**911** Motor Vehicle Stop with Summons/Citations Served

**609**  
Motor Vehicle Accidents



**525.4**  
Pounds of medication collected at the PPD lobby kiosk.

**1,450** Public CRASE/ ALICE/ SAFETY trained by the PPD Staff in FY19



**51,942**  
Police Department Service Calls in FY19

**4,124.5**  
Training Hours (FT & PT Sworn Officers)



**666.5**  
Hours of Training (Civilian Staff)



**2**  
Police Canines

## Portsmouth Police Department



News and Updates for FY2019

### CALEA

The Department was Awarded Advanced CALEA accreditation in May of 2019 (Commission on Accreditation for Law Enforcement Agencies) 18-months earlier than expected. The department has begun developing the processes and systems to successfully transition to the new (6<sup>th</sup>) accreditation edition and 4-year re-accreditation cycle which requires significantly more documentation to prove compliance.

- Benefits of Accreditation
- Staunch Support from Government Officials
- Stronger Defense Against Civil Lawsuits
- Reduced Risk and Liability Exposure
- Greater Accountability within the Agency

### Public Order Equipment

The department used a portion of the Geraldine Webber Bequest Funds for public order equipment for officers. Officers will be trained on the use of the equipment and also proper crowd control techniques. Portsmouth draws large numbers of people for planned events like parades, concerts, and political events, etc. This equipment and training improves the department's response options to keep both the officer and public safer.

### Drone Program

In FY19 the department was awarded a \$69,638 NH Department of Safety grant through the 2018 Federal Homeland Security Grant Program (HSGP) to set-up a drone program. This program is a "force multiplier" for the department. Due to Portsmouth's draw for large scale events, the SERT team (Seacoast Emergency Response Team) has responded to many high risk situations.

Also, the department has had to locate suspects or search for a lost family member. This technology will be used to enhance public and officer safety, reduce the man hours required to accomplish the goal and help protect Portsmouth's critical infrastructure.



# City Department Services and Highlights

## Recreation Department

### Services Overview

- Connie Bean Community Center
- Spinnaker Point Recreation Center
- Indoor Pool
- Outdoor Pool
- Special Programs
- Senior Citizen Programs



Check out Visit our website at: [www.cityofportsmouth.com/recreation](http://www.cityofportsmouth.com/recreation) for more information!



### Connie Bean Center

155 Parrott Ave, Portsmouth  
603-427-1547

#### Hours of Operation (School Year)

Monday – Thursday - 3:00 PM – 8:00 PM  
Friday - 3:00 PM - 7:00 PM  
Saturday –8:00 AM – 4:00 PM  
Sunday –10:00 AM – 4:00 PM

#### Programs

- Youth Basketball Leagues and Programs
- Open Gym

### Spinnaker Point Recreation Center

30 Spinnaker Way, Portsmouth  
603-766-1483

#### Hours of Operation (School Year)

Monday – Friday- 6:00 AM – 8:00 PM  
Saturday & Sunday – 7:00 AM – 4:00 PM

#### Programs

- Fitness Classes (including spin classes, cardio kickboxing, bike & barre, stretching, yoga, and more)
- Men's Basketball League

### Indoor Pool

48 Andrew Jarvis Drive, Portsmouth  
603-427-1546

#### Hours of Operation

See Schedule Online for Details

#### Programs

- Adult Lap Swim
- Lap Swim
- Open Swim
- Group Swim Lessons
- Private Swim Lessons
- Senior Swim
- Aquatic Fitness Classes
- Triathlon Training
- American Red Cross Trainings
- Youth Swim Teams/Groups

### Outdoor Pool

99 Pierce Island Rd , Portsmouth  
603-433-0039

#### Hours of Operation

Open Seasonally

#### Programs

- Swim Lessons
- Open Swim
- Adult Lap Swim

## Yearly Events

- Father-Daughter Valentine's Day Dance
- Easter Egg Hunt 
- Mother-Son Dance
- Summer Programs
- Fourth of July Fireworks 
- Senior Center Summer Cookout
- Halloween Dance 
- New York City Family Shopping Day
- Senior Center Thanksgiving Lunch & Craft Fair 
- Turkey Shoot
- Letters to Santa 
- Portsmouth Holiday Parade & Tree Lighting

# City Department Services and Highlights

## Portsmouth Senior Services Division

### Senior Services Division

The current Senior Activity Center, located at its temporary location at Community Campus, offers a variety of social, fitness, wellness and educational activities. In a typical week, adults ages 50+, can enjoy Zumba Gold, Line Dancing, Tai Chi, Yoga, Chair Yoga, Scrabble, Mah Jongg, Bone Builders, Movies, Men' Coffee + Conversation Club, Knitting Group, Ukulele, Senior Luncheon, field trips and out to lunch meals.

### New Senior Activity Center

In February of 2019, the property formally known as the Paul A. Doble Army Reserve Center was acquired by the City and identified as the future Senior Activity Center.

Groundbreaking ceremony was held with anticipation of completion of the new Senior Activity Center in early summer of 2020.



Above: Rendering of the future Senior Activity Center




**2,755**  
Members in  
FY19 (up 17%  
from FY18)



**70**  
Programs offered  
in FY19

## Senior Activities Center Programs and Activities for Portsmouth Residents Ages 50+.

- **Drop-in Lounge** - Monday – Friday from 9am – 3pm at the Senior Activity Center with complimentary coffee/tea, wifi, light snacks, conversation, and lots of laughs.
- **Senior Luncheons** occur the 4<sup>th</sup> Thursday of each month. \$5 per person for soup, salad & sandwich. First lunch is Free (for all first-time lunch guests)! RSVP to (603) 610-4433.
- **Tai Chi** – Fridays at 10:00am – Free! – All levels welcome, join anytime.
- **Zumba Gold** – Fridays at 9am – Join us for a dance class to get you moving and groovy!
- **Line Dancing** – Mondays 8:30am-9:30am. Drop in to join instructor Anna Howard to dance and socialize.
- **Stretch Class** – Free! Mondays 11:30am-12:30pm. Enjoy a gentle stretch class using simple yoga positions and other movements to help you move with more comfort and ease.
- **Mah Jongg** Mondays 1pm-3pm. Games provided. Drop ins welcome. Free of charge.
- **Drop in Art** – Wednesdays from 12pm-1:30pm. Tables and supplies are available for people to come in and work on any new or long overdue art project.
- **Reiki Healing Circle** – On the 2<sup>nd</sup> Wednesday of the month at the Portsmouth Senior Activity Center, participation is free.
- **Ukulele Lessons & Ensemble** – 1<sup>st</sup> and 3<sup>rd</sup> Thursdays of each month (summer break from June – August) 10:30-11:30am.
- **Dull Men's Club** – Fridays 11am – 12pm – Drop-ins welcome.
- **Free Friday Films** – Every Friday at 12:30pm join us for a free film with popcorn and drinks!

Portsmouth Senior Transportation Provided by **COAST**  
Monday to Friday from 6:00am to 6:00pm  
[www.coastbus.org](http://www.coastbus.org)  
Call TripLink at 603.834.6010 or email [triplink@communityrides.org](mailto:triplink@communityrides.org) or  
Call the Portsmouth Senior Activity Ctr at 603-610-4433 or email [bsullivan@cityofportsmouth.com](mailto:bsullivan@cityofportsmouth.com)

Check out <https://www.cityofportsmouth.com/rec/reaction/senior/recuring-activities-events> for more information!



### In FY2019 the Senior Services Division . . .

- Increased the amount of programming by 20%.
- Increased membership by 20%.
- Continue to offer transportation to Portsmouth residents ages 62+.

# City Department Services and Highlights

## Portsmouth School Department

**District Mission Statement:** Educating all students by challenging them to become thinking, responsible, contributing citizens who continue to learn throughout their lives.

### News and Updates for FY2019

- ✓ Portsmouth students perform well above the state average in every content area (Reading, Math, and Science) at every level in the state assessment system. We are also appreciative of the recognition and high rankings our schools have received from sites such as Schooldigger ([www.schooldigger.com](http://www.schooldigger.com)) and Niche ([www.niche.com](http://www.niche.com)).
- ✓ Construction Highlights: Phase I of the A/C-HVAC mechanical and the main electrical service was completed at New Franklin Elementary School. The sound system was upgraded at both Dondero Elementary School and New Franklin Elementary School. A stage screen and projector were installed at Little Harbour Elementary. Continuing to implement security upgrades to all Portsmouth schools.
- ✓ The Portsmouth School Department launched a successful preschool initiative and added the position of Family Outreach Specialist. This position works with local families to find accessible and affordable options for preschool. This work also includes building partnerships with local preschools to accept students on a scholarship basis. In partnership with the Portsmouth Housing Authority and Seacoast Community School, the Meadows Preschool was established this year to serve families and children in need.
- ✓ Futures is a program that supports the success of low-income students accessing higher education. Futures was established in the early 1990's by Joe Sawtelle, who created and financed this unique program that helps students prepare for college and provides financial assistance toward that education. Since its inception, \$1,800,000 has been distributed to Futures students. Futures recently added five freshmen to their high school roster, for a total of 21 students at Portsmouth High School. An additional 24 students are currently attending a variety of colleges.
- ✓ In 2019, Portsmouth Schools received seven grants from the Clipper Foundation to support innovative programming in our schools. This year the foundation supported the development of a Bookmobile for K-12 students, a multi-media broadcasting lab and an instructional kitchen for low income and at-risk students, at Portsmouth Middle School, an outdoor Story Walk at Dondero School, Yoga and Mindfulness Programming, funding for low income Portsmouth High School seniors to access Capstone projects, and snowshoes for outdoor adventure programming at Portsmouth High School.

## Congratulations!

The following teams reached the championships:

### CHAMPIONSHIP FINALISTS:

- Girls Basketball
- Girls Winter Track

### CHAMPIONSHIP WINNERS:

- Boys Tennis
- Girls Tennis
- Girls Spring Track
- Girls Lacrosse
- Boys Winter Track



Education and Child Care				
	Elementary School (P, K-5)	Middle School (6-8)	High School (9-12)	Private/ Parochial (P, K, 1-8)
# of Schools	3	1	1	1
Grade Levels	P, K-5	6-8	9-12	P, K, 1-8
Total Enrollment	999*	531*	1,128*	169**

# City Department Services and Highlights

## Department of Public Works

### Services Overview

#### General Fund (Highway)

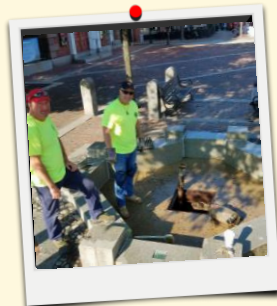
- Administration
- Engineering
- Building Administration
- Rubbish Removal and Disposal
- Highway and Street Maintenance
- Snow Removal
- Sidewalks
- Bridge Repairs
- Equipment Maintenance Facility
- Trees and Greenery Program
- Mosquito Control
- Parks and Cemeteries
- Recycling/Solid Waste

#### Special Revenue Funds

- Stormwater Division
- Parking & Transportation Division
- Prescott Park Division

#### Enterprise Funds

- Water Division
- Sewer Division



**105** miles of city roads

**74** miles of sidewalks

Responded to

**1,315**

Click N' Fix items



**55** Adopt-A-Spot Gardens within the City

**80+** Acres of Greenspace



**2** Solar Panel Arrays

**355** Period LED Downtown Street Lights



**80** City Biodiesel Vehicles



**23** City Parks, Playgrounds, & Ballfields



## Outside Social Services

Total City Grants to Social Service Agencies  
Funded from General Fund and Community Development Block Grant (CDBG) Program

Outside Social Services	FY 2018			FY 2019		
	Welfare	CDBG	Total	Welfare	CDBG	Total
				Welfare Department Approved Budget	Citizens Advisory Committee/ CDBG Approved	Welfare Department and CDBG
Agency						
AIDS Response	\$5,857	\$10,000	\$15,857	\$5,000	\$10,000	\$15,000
American Red Cross	\$1,000		\$1,000	\$1,000		\$1,000
Area Homecare & Family Services	\$11,000		\$11,000	\$11,000		\$11,000
CASA, Child Support/GAL Services	\$500		\$500	\$1,000		\$1,000
Central Veterans Council	\$1,000		\$1,000	\$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)	\$5,000		\$5,000	\$5,000		\$5,000
Cross Roads House, Inc.	\$40,000	\$17,000	\$57,000	\$50,000	\$17,000	\$67,000
Families First of the Greater Seacoast	\$8,000		\$8,000	\$10,000		\$10,000
Goodwin Health (formerly Families First), Dental Program		\$9,000	\$9,000		\$9,000	\$9,000
Friends Program/R S V P	\$5,000		\$5,000	\$5,000		\$5,000
Gather (formerly Seacoast Family Food Pantry)	\$5,000		\$5,000	\$5,000		\$5,000
HAVEN-Violence Prevention and Support Services	\$12,000	\$13,000	\$25,000	\$12,000	\$13,000	\$25,000
Meals on Wheels	\$7,500		\$7,500	\$10,000		\$10,000
New Generations	\$1,321		\$1,321	\$2,000		\$2,000
New Hampshire Legal Assistance					\$2,500	\$2,500
New Heights, Adventures for Teens		\$6,000	\$6,000		\$6,000	\$6,000
Portsmouth Housing Authority LTD, MC3 Program		\$6,000	\$6,000		\$6,000	\$6,000
Richie McFarland Children	\$5,000		\$5,000	\$6,000		\$6,000
Rockingham Community Action	\$20,000	\$7,000	\$27,000	\$21,500	\$7,500	\$29,000
Seacoast Big Brothers/Big Sisters	\$4,000		\$4,000	\$4,000		\$4,000
Seacoast Community School	\$19,545	\$9,000	\$28,545	\$19,545	\$10,000	\$29,545
Seacoast Family Promise	\$2,246		\$2,246	\$2,246		\$2,246
Seacoast Mental Health Center	\$10,000		\$10,000	\$10,000		\$10,000
Seacoast Pathways	\$1,000		\$1,000	\$2,000		\$2,000
Seacoast YMCA	\$1,000		\$1,000	\$1,000		\$1,000
<b>TOTAL Grants</b>	<b>\$168,052</b>	<b>\$82,000</b>	<b>\$250,052</b>	<b>\$186,374</b>	<b>\$86,000</b>	<b>\$272,374</b>



The City's General Fund along with CDBG Federal Dollars provides funding via grants to service agencies which assist children, families, and seniors within the Portsmouth Community. The table to the left depicts that in FY2019, these agencies received over \$272,000 between both funding sources.

# City Department Services and Highlights

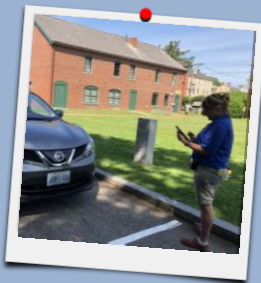
## Parking and Transportation Division

### Does the Parking and Transportation Fund help offset my taxes in any way?

**YES!** The Parking and Transportation Division provides services (paid 100% from parking revenue) which are typically funded in the General Fund.

The following is a list of the services including the revenues retained in the General Fund, totaling \$4,723,325:

- \$2,412,305 Revenues Retained in the General Fund
- \$ 490,910 Transportation Programs & Services \*
- \$ 639,110 Salaries and Benefits
- \$ 300,000 Paving Parking Lots
- \$ 275,000 Wayfinding
- \$ 300,000 Snow Removal
- \$ 100,000 School Bus support
- \$ 68,000 Zagster Bicycle Program
- \$ 60,000 Police Services Support
- \$ 25,000 Fire Service Support
- \$ 53,000 Plan Studies



\* Coast Dues, Senior Transportation, Trolley Match, Shuttle Services and Downtown Loop

Due to the utilization of parking revenues for the above services, the FY19 tax rate was reduced by 85¢.

For the median single family home valued at \$424,200, this equates to a tax offset of **\$359.87!**



## Parking by the Numbers

**51,873**  
Parking  
Violations  
documented  
(up 7.5% from  
FY18)



- **1,503** Parking Spaces in **2** City Parking Garages.
- **809** Metered Street Parking
- **715** Parking Spaces in **10** City Parking Lots
- **224** Parking Spaces in Private Lots with City Agreements



In an effort to create a more customer friendly parking experience, the City's parking division has been busy implementing several different methods to conveniently pay for parking.



**ParkMobile**

**Park Mobile** – Provides residents and visitors a convenient way to pay for parking through its mobile smart phone application. Download the app from your device's app store, create an account with your vehicle's information, enter the zone number and pay for (and extend) parking, right from your phone. Residents receive a discount when utilizing this app.



**Pay by Plate** – Pay by Plate software has updated existing multi-space meters, allowing residents and visitors to pay for parking using their license plate number. This new system eliminates the need to display a ticket on the vehicle to prove payment but instead, automatically notes the payment in the parking system with the users license plate number used to identify the vehicle.



Acceptance of Credit Cards at both City Garages

## Do my property taxes fund parking-related projects ?

**NO!** Expenditures for the Parking and Transportation fund (including Capital projects) are funded 100% from parking-related revenues.

# City Department Services and Highlights

## Portsmouth Water and Sewer Divisions

### Pease Tradeport

**Water** - The City entered into an agreement with the United States Air Force to fund the \$14 million design and construction of a new treatment system to remove PFAS contaminants from the Pease wells. The design, which included the piloting of a new resin filter treatment technology, was completed in late 2018 and construction began in April 2019. Upon completion in early 2021, this system will be capable of treating up to 1,200 gallons-per-minute (1.7 million gallons-per-day) of well water.

**Sewer** - The Pease Wastewater Treatment Facility began construction on a new Headworks Building in July 2018. The new building will house equipment that provides preliminary treatment to raw wastewater entering the treatment facility. The project will also include new odor control system for the entire wastewater treatment facility by incorporating two new carbon odor control systems (carbon vessel, fans and ductwork). Construction will take two years to complete.



### Peirce Island Wastewater Treatment Upgrade

The Peirce Island Wastewater Treatment Facility (WWTF) Upgrade Project entered its fourth calendar year of construction. The new Headworks Building, standby generator, electrical service, and portions of the Grit Building are now online. Significant work continues on the Grit Building, the Biological Aerated Filter (BAF) Building and the Solids Building. Future work will include construction of the new Operations/Lab Building.



#### Project Summary as of May 31, 2019

- ✓ Construction commencement in September 2016
- ✓ Area of WWTF site: 3.7 acres
- ✓ Construction costs of \$59,779,446.37
- ✓ Percent complete: 67.3% by time & 80.1% by cost
- ✓ Buildings or tanks to be constructed: 5
- ✓ Total number of construction trucks : 11,000 round trips
- ✓ Maximum number of trucks in 1 day 75 round trips
- ✓ Amount of rock removed for the BAF: 9,800 cubic yards
- ✓ Amount of concrete placed: 13,500 cubic yards
- ✓ Amount of reinforcing steel installed: over 3,400,000 lbs.
- ✓ Number of construction staff on-site daily: 70 - 80
- ✓ Amount of utility pipe installed to date: 3 miles

### Water Efficiency Rebate Program

To promote water efficiency, the City offers qualifying residential water and sewer customers a rebate for installing high efficiency toilets and washing machines. This program began in FY2015 and as of the end of FY2019, rebates issued reached just over 1,100. Analysis shows that these customers are seeing anywhere from a 15% - 20% reduction in their indoor water usage.



### Water and Sewer Assistance Program

The City implemented two 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.

### Stormwater



To ensure compliance with the United States Environmental Protection Agency's (USEPA) new Municipal Separate Storm Sewer System (MS4) Permit, the City created a Stormwater Special Revenue Fund.

Prior to the establishment of this Fund, Stormwater functions were accounted for in the General Fund Public Works Department as well as the Sewer Division Enterprise Fund. The Stormwater Division performs routine maintenance of the City's stormwater infrastructure, catch basins and treatment systems.

A dedicated street sweeper collected over 300 tons of material in 2018. Personnel in the GIS Department, together with interns, are actively inspecting and mapping the system to assess compliance with stormwater requirements. Public outreach will also be a major effort of this program to involve the general public and private property owners in helping to keep the waters in and around Portsmouth clean.

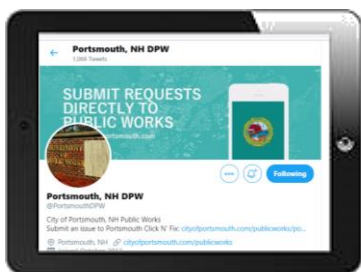


# Stay connected with the City of Portsmouth through your mobile phone, computer or television.

# Stay Connected

Download and use Portsmouth apps on your mobile devices:

- ✓ **Portsmouth Click N' Fix** – Connect with the Public Works Department, send images and report infrastructure issues such as potholes, broken signs, lights and more!
- ✓ **ParkMobile** – View parking amenities and pay for parking (as well as feed the meter) all from your cell phone.
- ✓ **Zagster** – BikeShare program with bikes located throughout the City for use.
- ✓ **Dockwa** – Find and reserve available Prescott Park dock spaces online.



Follow City Departments on Twitter for up to date information on Citywide happenings (Road closures, recreation programs, Parking Garage statuses, snow bans and more):

- ✓ City of Portsmouth ([@MuniPortsmouth](#))
- ✓ Police Department ([@portsmouthnhpd](#))
- ✓ Fire Department ([@portsmouthnhfd](#))
- ✓ Downtown Parking ([@ParkPortsmouth](#))
- ✓ Public Works Department ([@PortsmouthDPW](#))
- ✓ Recreation Department ([@PortsmouthRec](#))
- ✓ Portsmouth Schools ([@portsschools](#))
- ✓ Planning Department ([@PlanPortsmouth](#))
- ✓ Portsmouth Public Library ([@PortsmouthLibNH](#))
- ✓ Portsmouth Combined Sewer Overflow Alert ([@PortsmouthCSOs](#))

Visit [www.cityofportsmouth.com](http://www.cityofportsmouth.com) to:

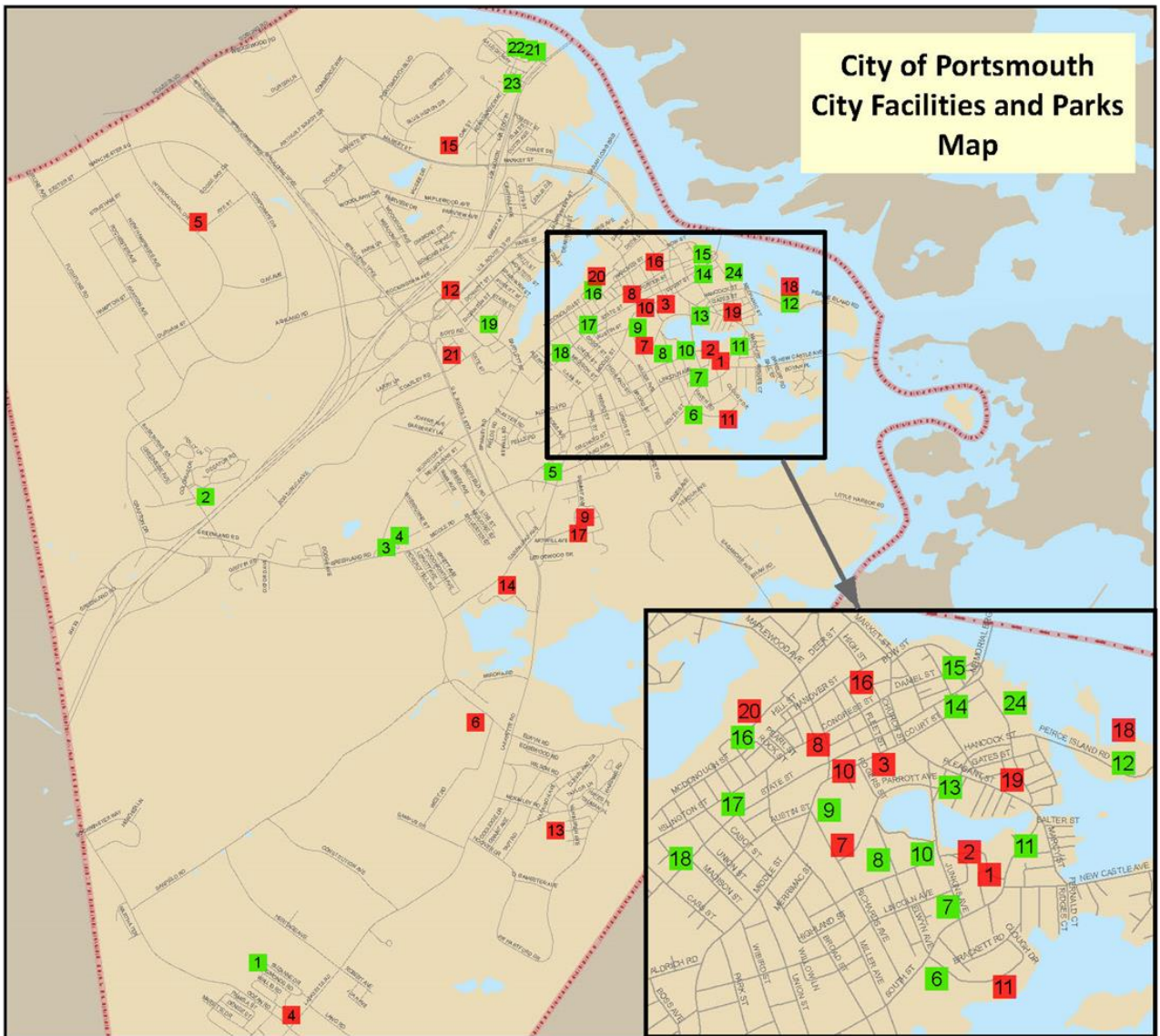
- ✓ Pay your Parking Ticket, Water/ Sewer Bill, Property Tax Bill and more;
- ✓ Renew your Motor Vehicle Registration;
- ✓ Register or Renew your Dog License;
- ✓ Report an issue to the Public Works Department through Click N' Fix;
- ✓ Get a Permit online with ViewPoint Cloud Permits;
- ✓ Utilize an interactive Citywide Projects Page to find information on current roadway, pavement, facility or transportation projects;
- ✓ Research property values through our Vision Software system;
- ✓ View 3D maps of the City through MapGeo;
- ✓ Sign up for the City's Newsletter;
- ✓ And much more!



**View live, recent or archived City Meetings on the City's Youtube Channel** (<https://www.youtube.com/user/CityofPortsmouth>) as well as TV Channel 22.

# Citywide Facilities and Parks Map

## City of Portsmouth City Facilities and Parks Map



### CITY FACILITIES

1. City Hall
2. Police Department
3. Fire Station 1
4. Fire Station 2
5. Fire Station 3
6. Public Works
7. Library
8. Old Library
9. Portsmouth High School
10. Portsmouth Middle School
11. Little Harbour School
12. New Franklin School
13. Dondero School
14. Greenleaf Recreation Center
15. Spinnaker Point Recreation Center
16. High/Hanover Parking Facility
17. Portsmouth Indoor Swimming Pool
18. Peirce Island Pool
19. South Meeting House
20. Foundry Place Garage
21. Senior Activity Center

### CITY PARKS

- |  |   |
|--|---|
| <ol style="list-style-type: none"> <li>1. Maple Haven Park</li> <li>2. Pannaway Playground</li> <li>3. Portsmouth Plains Field</li> <li>4. Portsmouth Plains Playground</li> <li>5. Lafayette Playground</li> <li>6. Clough Field</li> <li>7. Langdon Park</li> <li>8. Leary Field and Central L.L.</li> <li>9. Alumni Field</li> <li>10. South Mill Pond Playground</li> <li>11. South Street Playground</li> <li>12. Peirce Island Playground</li> <li>13. Haven Park</li> <li>14. Aldrich Park</li> <li>15. Daniel Street Pocket Park</li> <li>16. McDonough Street Playground</li> <li>17. Goodwin Park</li> <li>18. Cater Park</li> <li>19. Pine Street Playground</li> </ol> | <ol style="list-style-type: none"> <li>20. Hislop Field</li> <li>21. Atlantic Heights Playground</li> <li>22. Big Rock Park</li> <li>23. Hanscom Park</li> <li>24. Prescott Park</li> </ol> |
|--|---|



# Contact Us

Name/ Department		Telephone Number	Primary Location
Portsmouth City Hall (Switchboard)		603-431-2000	Portsmouth City Hall 1 Junkins Ave Portsmouth, NH 03801
Mayor	Rick Becksted	603-610-7200	Portsmouth City Hall
City Manager	Karen Conard	603-610-7202	Portsmouth City Hall
Deputy City Manager	Nancy Colbert Puff	603-610-7297	Portsmouth City Hall
Finance Department - Director: Judie Belanger		603-610-7223	Portsmouth City Hall
Accounts Payable		603-610-7236	
Purchasing		603-610-7227	
Tax Collector: Becky Benvenuti		603-610-7244	
City Assessor: Rosann Maurice-Lentz		603-610-7249	
Portsmouth Public Works Director: Peter Rice Deputy Director: Brian Goetz		603-427-1530	Public Works Building 680 Peverly Hill Road Portsmouth, NH 03801
Portsmouth Police Department Chief: Robert Merner		Emergency – 911 Non Emergency 603-427-1500	Portsmouth Police Department 3 Junkins Avenue Portsmouth, NH 03801
Portsmouth Fire Department Chief: Todd Germain		Emergency – 911 Non Emergency 603-427-1515	Portsmouth Fire Department – Station 1 170 Court Street Portsmouth, NH 03801
Portsmouth Public Library Director: Steven Butzel		603-427-1540	Portsmouth Public Library 175 Parrott Avenue Portsmouth, NH 03801
Portsmouth School Department Superintendent: Steve Zdravec		603-431-5080	Portsmouth School Department 1 Junkins Ave Portsmouth, NH 03801
City Clerk's Office City Clerk: Kelli Barnaby		603-610-7245	Portsmouth City Hall
Health Department Health Officer: Kim McNamara		603-610-7273	Portsmouth City Hall
Inspection Department Chief Building Inspector: Robert Marsilia		603-610-7243	Portsmouth City Hall
Planning Department Planning Director: Juliet Walker		603-610-7296	Portsmouth City Hall
Human Resources		603-610-7270	Portsmouth City Hall
Legal Department City Attorney: Robert P. Sullivan, Esq.		603-610-7204	Portsmouth City Hall
Recreation Department Recreation Director: Rus Wilson		603-766-1483	Spinnaker Point Recreation Center 30 Spinnaker Way Portsmouth, NH 03801
Senior Services Senior Services Coordinator: Brinn Sullivan		603-610-4433	Portsmouth Senior Center 100 Campus Drive Portsmouth, NH 03801
Welfare Case Technician: Ellen Tully		603-610-7267	Portsmouth City Hall



**2019**  
**Popular Annual Financial Report**  
Fiscal Year Ended June 30, 2019

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[www.cityofportsmouth.com](http://www.cityofportsmouth.com)