

City of  
**Portsmouth**

New Hampshire



**Monthly Financial Summary Report**

Month Ending January 31, 2021

58.3% Fiscal Year

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## Financial Documents

The City prepares several annual financial documents that are available on the City's Website

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

**Capital Improvement Plan (CIP)** - A six-year long-term plan for major capital projects.

**Annual Proposed Budget Document** - The proposed budget document for all appropriated City Funds: General, Water, Sewer, Parking & Transportation, Community Development, Stormwater, Economic Development, and Prescott Park.

**Comprehensive Annual Financial Report (CAFR)** - The CAFR is compiled by the Finance Department and audited by an external auditing firm. It is composed of three sections: Introductory, Financial Statements, and Statistical.

**Popular Annual Financial Report (PAFR)** - This document is intended to extract financial results from the CAFR and convey in an easy to read and understand format highlighting pertinent financial information including expenditures, revenues, fund balance, debt service, and capital asset investment for Governmental and Proprietary Funds.



## General Terms and Information

The Monthly Financial Summary Report is submitted in accordance with section 7.15 of the City Charter. This report prepared, by the Finance Department, provides a summary of the Fiscal Year 2021 Estimated Revenues vs. Year-to-Date Actuals and Budgeted Expenditures vs. Year-to-Date Actuals.

This report is intended to aid the reader on the status of revenues and expenditures to date. It is important to note that this information is unaudited and the numbers provided are not final. At anytime, adjusting entries may be made after the submission of this report.

The Funds included in this report are:

**General Fund** - Expenditures for services provided by the Police, Fire, School and General Government Departments. The primary sources of revenue for the General Fund are: property taxes, unrestricted state revenue sharing grants, and fees for services rendered.

**Enterprise Funds** - *Water Division* - Accounts for the operation of a water treatment plant, City wells and water system. *Sewer Division* - Accounts for the operation of two sewer treatment plants, pumping stations and sewer lines. The activity of both of these funds are self-supporting based on user charges.

**Special Revenue Fund** - The Parking & Transportation Special Revenue Fund accounts for operations of the City's parking facilities, parking enforcement, parking meter operations and parking administration funded by revenues generated from these parking activities.

### General Terms

**Annualized Expenditures** - General Fund only. (*Pages 3 & 4*). Police, Fire, School, and the General Government departments appropriate a predetermined amount for Health Insurance premiums and Leave at Termination. In July of each year, the total budget is transferred to the stabilization funds where the liabilities are paid. These transfers are noted on page 4 of this report. For detailed information on Health Insurance Stabilization Fund and Leave at Termination Stabilization Fund, please refer to page 14-15 and 101-102 of the FY2021 Proposed Annual Budget on the City's website.

**Encumbrance** Used to record the estimated amount of purchase orders, contracts, or salary commitments chargeable to an appropriation.

**Full Accrual Basis of Accounting** - (*Page 8*) 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.

**Cash Requirements** - (*Page 8*) The cash basis of accounting is a method of recording accounting transactions for revenue and expenses only when the corresponding cash is received or payments are made.

# GENERAL FUND - FISCAL YEAR 2021

The General Fund Budget represents: appropriations for the *Operating Budget* : services provided by the General Government, Police Fire and School Departments; the *Non-Operating Budget* : Debt Service; County Tax; Overlay; Capital Outlay; and other non-operating expenditures not associated with individual departments.

## OPERATING BUDGET

- Fire Department
- Police Department
- School Department
- General Government Departments:
  - o General Administration  
*Mayor/City Manager, City Clerk, Legal, Human Resources, Information Technology, and other General Administration*
  - o Finance and Administration:  
*Accounting, Assessing, Purchasing, Tax Collection, Benefit Administration, and Billing*
  - o Regulatory Services  
*Planning, Inspection, Health Departments*
  - o Public Works
  - o Community Services  
*Recreation & Senior Services, Public Library, Welfare, Outside Social Services*

## NON-OPERATING BUDGET

- Debt Service Payment
- Overlay
- Capital Outlay
- County Tax
- Contingency
- Rolling Stock

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*The FY2021 annual budget is a balanced budget in which total anticipated revenues equal budgeted appropriations.*

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## FY 2021 GENERAL FUND BUDGET

### ESTIMATED REVENUES -detail pg 5-7

		% of Total
Local Fees, Licenses, Permits	1,536,600	1.3%
Other Local Sources	10,825,772	9.1%
Net Parking Revenues	2,412,305	2.0%
Interest/Penalties	720,549	0.6%
School Tuition	6,717,200	5.6%
State Revenues	3,489,429	2.9%
Use of Bond Premium	-	0.0%
Use of Fund Balance	2,200,000	1.8%
Estimated Property Tax	91,213,483	76.6%
	<u>\$ 119,115,338</u>	<u>100%</u>

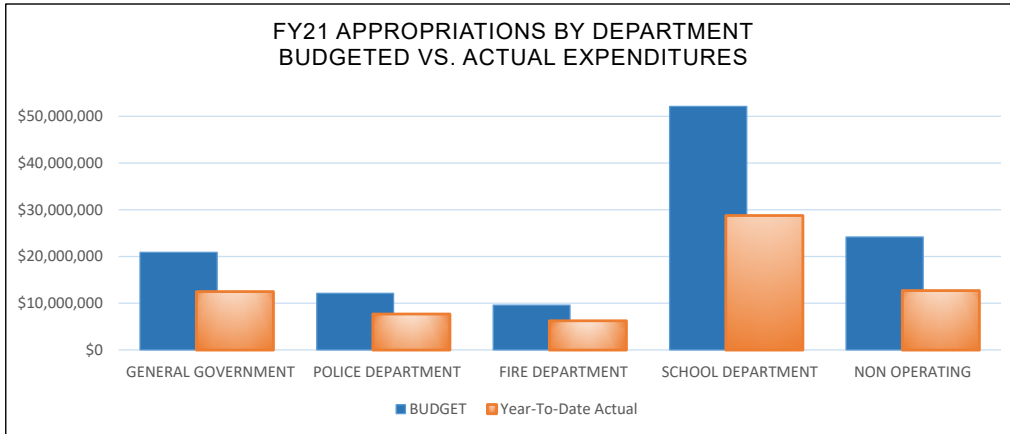
### EXPENDITURES - detail pg 3 & 4

	Approved	% of Total
Municipal	\$20,896,449	17.5%
Police	\$12,152,363	10.2%
Fire	\$9,624,468	8.1%
School	\$52,102,298	43.7%
Collective Bargaining	\$4,991	0.0%
Transfer to Indoor Pool	\$75,000	0.1%
Transfer to Prescott Park	\$99,344	0.1%
Non-Operating	\$24,160,425	20.3%
	<u>\$119,115,338</u>	<u>100%</u>

*October 19, 2020 - Supplemental Appropriation  
\$150,000 for redevelopment plans  
of McIntyre Federal Building*

# GENERAL FUND EXPENDITURES - Budget vs. YTD Actual

**MONTH ENDING January 31, 2021**  
**58.3% of Fiscal Year**



APPROPRIATION	PERIOD ENDING January 31, 2021	ENCUMBRANCES	Actual + Enc Total	Year-To-Date Balance	%tage Expended	
<b>OPERATING</b>						
GENERAL GOVERNMENT	20,896,449	1,296,392	113,380	12,504,991	8,391,458	60%
POLICE DEPARTMENT	12,152,363	688,446	18,641	7,707,009	4,445,354	63%
FIRE DEPARTMENT	9,624,468	583,831	20,780	6,262,401	3,362,067	65%
SCHOOL DEPARTMENT	52,102,298	3,219,832	-	28,772,962	23,329,336	55%
COLLECTIVE BARGAINING	4,991			4,991	4,991	
INDOOR POOL/PRESCOTT PARK	174,344				174,344	0%
<b>TOTAL OPERATING</b>	<b>94,954,913</b>	<b>5,788,501</b>	<b>152,800</b>	<b>55,247,363</b>	<b>39,707,550</b>	<b>58%</b>
<b>NON OPERATING</b>						
DEBT SERVICE	13,270,440	88,558	-	5,391,784	7,878,656	41%
COUNTY TAX	5,699,880	-	-	5,667,030	32,850	99%
CAPITAL OUTLAY	1,276,000	170,000	6	223,938	1,052,062	18%
OTHER NON-OPERATING	3,914,105	45,151	10,293	1,438,384	2,475,721	37%
<b>TOTAL NON OPERATING</b>	<b>24,160,425</b>	<b>303,708</b>	<b>10,293</b>	<b>12,721,136</b>	<b>11,439,289</b>	<b>53%</b>
<b>TOTAL</b>	<b>119,115,338</b>	<b>6,092,209</b>	<b>163,099</b>	<b>67,968,499</b>	<b>51,146,839</b>	<b>57%</b>

## EXPENDITURE TRENDS

### JULY:

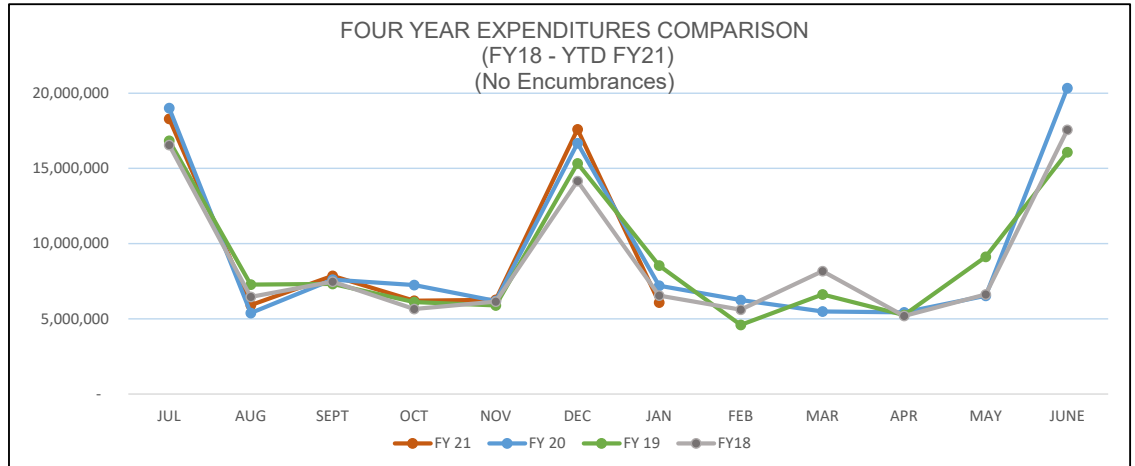
Annualized Expenditures  
 Transfer out from  
 Departments to the *Leave  
 at Termination and Health  
 Insurance Stabilization  
 Funds.*

### December:

County Tax Bill is Due.

### December & June:

Majority of Bond  
 Payments are due.



FISCAL YEAR	JUL	AUG	SEPT	OCT	NOV	DEC
FY 21	18,302,868	5,911,498	7,865,009	6,209,872	6,268,199	17,602,896
FY 20	19,012,706	5,386,870	7,603,595	7,242,445	6,188,622	16,668,166
FY 19	16,842,575	7,275,900	7,325,391	6,108,752	5,885,054	15,334,914
FY 18	16,553,997	6,451,334	7,475,654	5,660,309	6,152,838	14,159,110

FISCAL YEAR	JAN	FEB	MAR	APR	MAY	June
FY 21	6,092,209	-	-	-	-	-
FY 20	7,208,138	6,257,022	5,490,553	5,437,537	6,539,079	20,342,789
FY 19	8,547,458	4,595,363	6,623,236	5,254,757	9,118,422	16,085,065
FY 18	6,544,491	5,613,499	8,170,844	5,190,448	6,614,801	17,562,904

# GENERAL FUND DETAIL DEPARTMENT EXPENDITURES

**MONTH ENDING January 31, 2021**

**58.3% of Fiscal Year**

	APPROPRIATION	PERIOD EXPENDITURE	ENCUMBRANCES	YEAR TO DATE EXPENDITURES (WITH ENCUMBRANCES)	BALANCE	% EXPENDED
<b>GENERAL GOVERNMENT</b>						
SALARIES	8,501,759	641,235	-	4,789,207	3,712,553	56%
PART TIME SALARIES	1,083,199	43,853	-	468,877	614,322	43%
OVERTIME	359,500	40,919	-	281,276	78,224	78%
LONGEVITY	62,410	89	-	60,017	2,393	96%
* LEAVE AT TERMINATION	250,000	-	-	250,000	-	100%
* HEALTH STABILIZATION FUND	2,190,243	-	-	2,190,243	-	100%
HEALTH PREMIUM STIPEND	25,000	-	-	13,333	11,667	53%
RETIREMENT	1,026,504	79,957	-	595,714	430,791	58%
OTHER BENEFITS	1,197,174	67,374	-	695,582	501,592	58%
OTHER OPERATING	6,200,660	422,966	113,380	3,160,742	3,039,918	51%
<b>TOTAL GENERAL GOVERNMENT</b>	<b>20,896,449</b>	<b>1,296,392</b>	<b>113,380</b>	<b>12,504,991</b>	<b>8,391,458</b>	<b>60%</b>
*Annualized Expenditures	(2,440,243)			(2,440,243)		
Net total	18,456,206	1,296,392	113,380	10,064,748	8,391,458	55%
<b>POLICE DEPARTMENT</b>						
SALARIES	6,046,099	434,862	-	3,382,921	2,663,178	56%
PART TIME SALARIES	154,267	6,287	-	48,148	106,119	31%
OVERTIME	586,022	56,948	-	429,984	156,038	73%
HOLIDAY	199,486	17,737	-	158,605	40,881	80%
LONGEVITY	44,094	-	-	39,564	4,530	90%
STIPENDS	91,163	84	-	40,932	50,231	45%
SPECIAL DETAIL	60,630	1,491	-	34,694	25,936	57%
* LEAVE AT TERMINATION	130,203	-	-	130,203	-	100%
* HEALTH INSURANCE	1,805,664	-	-	1,805,664	-	100%
HEALTH PREMIUM STIPEND	14,000	-	-	6,997	7,003	50%
RETIREMENT	1,752,056	126,874	-	1,021,495	730,561	58%
OTHER BENEFITS	490,960	24,637	-	317,577	173,383	65%
OTHER OPERATING	777,719	19,525	18,641	290,222	487,497	37%
<b>POLICE DEPARTMENT TOTAL</b>	<b>12,152,363</b>	<b>688,446</b>	<b>18,641</b>	<b>7,707,009</b>	<b>4,445,354</b>	<b>63%</b>
*Annualized Expenditures	(1,935,867)			(1,935,867)		
Net total	10,216,496	688,446	18,641	5,771,142	4,445,354	56%
<b>FIRE DEPARTMENT</b>						
SALARIES	4,032,282	291,087	-	2,263,241	1,769,041	56%
PART TIME SALARIES	52,473	2,861	-	26,283	26,190	50%
OVERTIME	689,500	67,096	-	414,637	274,863	60%
HOLIDAY	159,153	25,196	-	121,158	37,995	76%
LONGEVITY	30,865	-	-	29,441	1,424	95%
CERTIFICATION STIPENDS	311,387	22,747	-	171,919	139,468	55%
* LEAVE AT TERMINATION	70,084	-	-	70,084	-	100%
* HEALTH INSURANCE	1,465,134	-	-	1,465,134	-	100%
HEALTH PREMIUM STIPEND	81,996	-	-	47,275	34,721	58%
RETIREMENT	1,578,681	121,090	-	893,767	684,914	57%
OTHER BENEFITS	536,095	13,096	-	454,905	81,190	85%
OTHER OPERATING	616,818	40,657	20,780	304,558	312,260	49%
<b>FIRE DEPARTMENT TOTAL</b>	<b>9,624,468</b>	<b>583,831</b>	<b>20,780</b>	<b>6,262,401</b>	<b>3,362,067</b>	<b>65%</b>
*Annualized Expenditures	(1,535,218)			(1,535,218)		
Net total	8,089,250	583,831	20,780	4,727,183	3,362,067	58%
<b>SCHOOL</b>						
SALARIES	27,990,815	2,060,396	-	13,499,185	14,491,630	48%
* LEAVE AT TERMINATION	300,000	-	-	300,000	-	100%
* HEALTH INSURANCE	7,916,267	-	-	7,916,267	-	100%
RETIREMENT	4,548,169	332,603	-	2,155,141	2,393,028	47%
WORKERS COMPENSATION	114,867	-	-	114,867	-	100%
OTHER BENEFITS	3,216,860	227,585	-	1,540,372	1,676,488	48%
OTHER OPERATING	8,015,320	599,248	-	3,247,130	4,768,190	41%
<b>SCHOOL DEPARTMENT TOTAL</b>	<b>52,102,298</b>	<b>3,219,832</b>	<b>-</b>	<b>28,772,962</b>	<b>23,329,336</b>	<b>55%</b>
*Annualized Expenditures	(8,216,267)			(8,216,267)		
Net total	43,886,031	3,219,832	-	20,556,695	23,329,336	47%
<b>NON-OPERATING</b>						
DEBT SERVICE	13,270,440	88,558	-	5,391,784	7,878,656	41%
COUNTY TAX	5,699,880	-	-	5,667,030	32,850	99%
CAPITAL OUTLAY	1,276,000	170,000	6	223,938	1,052,062	18%
OTHER NON-OPERATING	3,914,105	45,151	10,293	1,438,384	2,475,721	37%
<b>TOTAL NON-OPERATING</b>	<b>24,160,425</b>	<b>303,708</b>	<b>10,299</b>	<b>12,721,136</b>	<b>11,439,289</b>	<b>53%</b>
COLLECTIVE BARGAINING CONTINGENCY	4,991				4,991	
TRANSFER TO INDOOR POOL	75,000				75,000	
TRANSFER TO PRESCOTT PARK	99,344				99,344	
<b>TOTAL GENERAL FUND</b>	<b>119,115,338</b>	<b>6,092,209</b>	<b>163,099</b>	<b>67,968,499</b>	<b>51,146,839</b>	<b>57%</b>

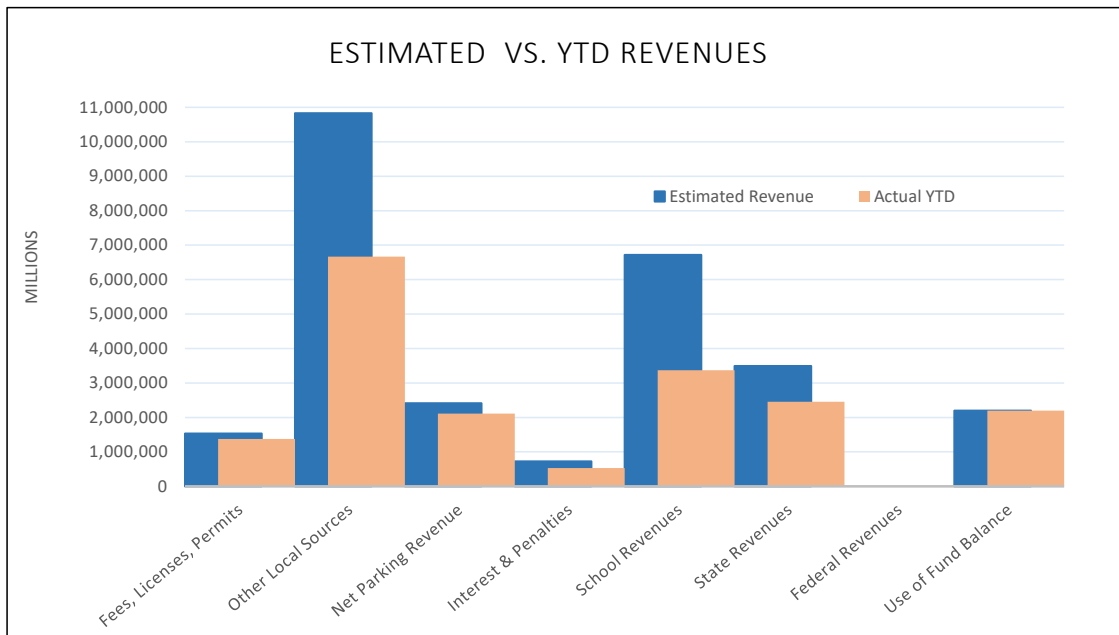
**Annualized Expenditures:** Transfers to Leave at Termination, and Health Insurance Stabilization Funds.

**Other Benefits:** Dental Ins, social security, medicare, life/disability, and contractual allowances.

**Other Operating:** Telephone, postage, office supplies, utilities, sand & salt, professional services, legal expenses, and other operating expenditures.

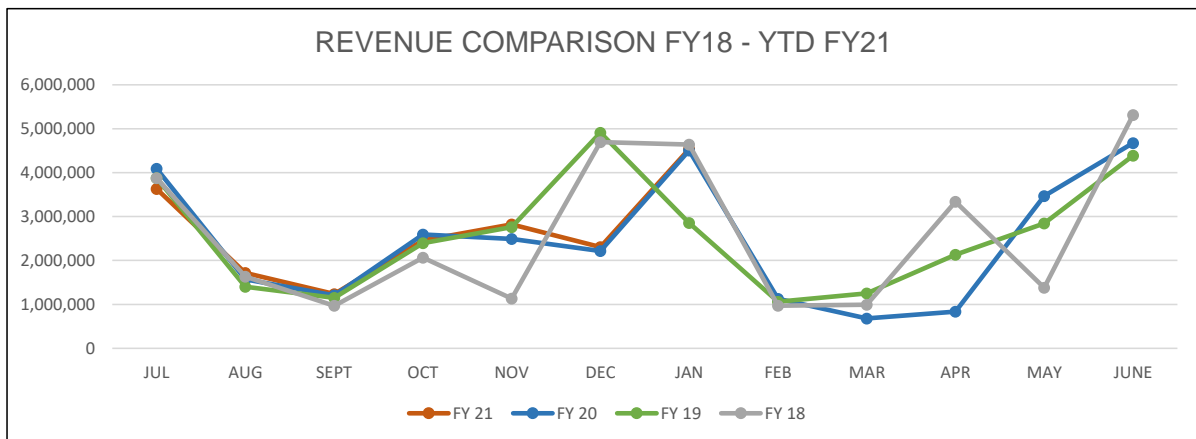
**Other Non-Operating:** Rolling Stock, IT upgrade and equipment replacement, contingency, overlay, etc.

# GENERAL FUND REVENUES



REVENUES LESS PROPERTY TAX				
	ESTIMATED REVENUES	% OF TOTAL	YTD Received	%
Fees, Licenses, Permits	1,533,800	5%	1,375,910	90%
Other Local Sources	10,828,572	39%	6,663,234	62%
Net Parking Revenue	2,412,305	9%	2,109,790	87%
Interest & Penalties	720,549	3%	530,981	74%
School Revenues	6,717,200	24%	3,370,783	50%
State Revenues	3,489,429	13%	2,454,247	70%
Federal Revenues	0	0%	0	0%
Use of Fund Balance	2,200,000	8%	2,200,000	100%
<b>TOTAL REVENUES</b>	<b>\$ 27,901,855</b>	<b>100%</b>	<b>\$ 18,704,944</b>	<b>67%</b>

*Line item detail on the following page*



FY	JUL	AUG	SEPT	OCT	NOV	DEC
FY 21	3,630,024	1,716,727	1,236,902	2,456,683	2,821,843	2,302,991
FY 20	4,091,339	1,568,747	1,204,577	2,594,252	2,493,130	2,217,945
FY 19	3,874,875	1,404,708	1,148,900	2,393,192	2,761,580	4,911,352
FY 18	3,876,359	1,631,971	968,301	2,064,972	1,133,470	4,695,301

FY	JAN	FEB	MAR	APR	MAY	JUNE
FY 21	4,539,775	-	-	-	-	-
FY 20	4,505,484	1,129,603	680,899	834,439	3,469,022	4,674,389
FY 19	2,853,543	1,061,171	1,251,069	2,131,896	2,842,783	4,386,632
FY 18	4,641,971	969,532	995,573	3,335,611	1,378,818	5,310,930

# GENERAL FUND

## DETAILED REVENUE REPORT

MONTH ENDING JANUARY 31, 2021 - 58.3% OF FISCAL YEAR

	ESTIMATED	PERIOD RECEIPTS	YTD RECEIPTS	%
<b>FINANCE</b>				
PROPERTY TAXES	91,213,483	0	91,850,101	101%
<b>TOTAL PROPERTY TAXES</b>	<b>91,213,483</b>	<b>0</b>	<b>91,850,101</b>	<b>101%</b>
<b>LOCAL FEES, LICENSES, PERMITS</b>				
OTHER FEES	12,000	235	10,608	88%
OTHER LICENSES	26,000	0	1,510	6%
PLANNING BOARD	80,000	19,419	83,613	105%
BOARD OF ADJUSTMENTS	45,000	1,207	9,807	22%
SITE REVIEW	35,000	0	200	1%
BLD PERMITS-PORTS	540,000	61,685	695,592	129%
BLD PERMITS-PEASE	55,000	0	48,460	88%
BLD PERMITS-FIRE	95,000	5,337	61,498	65%
ELEC PERMITS-PORT	105,000	7,322	94,443	90%
ELEC PERMITS-PEASE	15,000	0	2,500	17%
PLUM PERMITS-PORT	154,000	15,830	192,050	125%
PLUM PERMITS-PEASE	20,000	0	16,845	84%
SIGN PERMITS	6,000	1,000	2,965	49%
POLICE HAND GUN PERMITS	300	40	310	103%
POLICE ALARMS	30,000	750	15,325	51%
BURNING PERMITS	1,500	0	0	0%
EXCAVATION PERMITS	50,000	575	25,875	52%
FLAGGING PERMIT	9,000	600	4,525	50%
SOLID WASTE	50,000	6,423	52,417	105%
OUTDOOR POOL	0	0	0	0%
RECREATION DEPARTMENT	120,000	(162)	(1,448)	-1%
BOAT RAMP FEES	10,000	0	7,250	73%
HEALTH FOOD PERMITS	75,000	450	51,565	69%
<b>TOTAL LOCAL FEES, LICENSES AND PERMITS</b>	<b>1,533,800</b>	<b>120,712</b>	<b>1,375,910</b>	<b>90%</b>
<b>OTHER LOCAL SOURCES</b>				
TIMBER TAX	500	0	0	0%
PAYMENTS IN LIEU OF TAXES	175,600	0	206,438	118%
MUNICIPAL AGENT FEES	72,000	7,047	44,793	62%
MOTOR VEHICLE FEES	4,850,000	499,993	3,002,139	62%
TITLE APPLICATIONS	9,000	830	6,346	71%
BOAT REGISTRATION	10,000	1,128	5,134	51%
PDA AIRPORT DISTRICT	2,680,000	0	1,360,063	51%
WATER/SEWER OVERHEAD	1,384,172	115,348	807,434	58%
SALE - MUNICIPAL PROP	5,000	0	31,350	627%
MISC REVENUE	67,000	43,728	203,051	303%
DOG LICENSES	17,000	351	4,359	26%
MARRIAGE LICENSES	2,200	63	1,288	59%
CERTIFICATES-BIRTH	27,000	2,535	18,203	67%
RENTAL OF CITY PROPERTY	70,000	22,650	97,572	139%
RENTAL OF CITY HALL COM	21,000	1,742	12,216	58%
CABLE FRANCHISE FEE	360,000	0	240,264	67%
POLICE OUTSIDE DETAIL	160,000	15,383	158,362	99%
UNFOUNDED FIRE ALARMS	0	0	600	0%
AMBULANCE FEES	900,000	143,912	460,254	51%
BLASTING PERMIT	100	0	300	300%
NEW DRIVEWAY PERMIT	3,000	0	350	12%
WELFARE DEPT REIMBURSEMENT	15,000	900	2,720	18%
<b>TOTAL OTHER LOCAL SOURCES</b>	<b>10,828,572</b>	<b>855,608</b>	<b>6,663,234</b>	<b>62%</b>



	ESTIMATED	PERIOD RECEIPTS	YTD RECEIPTS	%
<b>PARKING REVENUES</b>				
PARKING METER FEE	2,029,175	172,088	1,523,213	75%
METER SPACE RENTAL	46,591	53,630	231,395	497%
PARKING METER -IN DASH	46,072	3,290	31,937	69%
CHARGING STATION	4,000	1,029	3,197	80%
HANOVER TRANSIENT	1,458,701	68,256	949,843	65%
HANOVER PASSES	1,337,700	101,705	763,481	57%
HANOVER PARKING SIGN PERMIT	0	0	100	0%
FOUNDRY PL TRANSIENT	114,640	5,191	84,141	73%
FOUNDRY PL PASSES	301,780	12,675	150,492	50%
PASS REINSTATEMENT	900	60	285	32%
FOUNDRY PL PASS REINSTATEMENT	700	90	255	36%
PARKING VIOLATIONS	405,350	45,380	319,608	79%
BOOT REMOVAL FEE	6,144	0	0	0%
SUMMONS ADMINISTRATION FEE	250	0	0	0%
<b>TOTAL PARKING REVENUES</b>	<b>5,752,003</b>	<b>463,394</b>	<b>4,057,947</b>	<b>71%</b>
TRANSFER TO PARKING FUND	(3,339,698)	(278,308)	(1,948,157)	58%
<b>NET PARKING REVENUES FOR GENERAL FUND</b>	<b>2,412,305</b>	<b>185,086</b>	<b>2,109,790</b>	<b>87%</b>
<b>INTEREST &amp; PENALTIES</b>				
INTEREST ON TAXES	170,549	5,846	130,667	77%
INTEREST ON INVESTMENT	550,000	69,566	400,313	73%
<b>TOTAL INTEREST &amp; PENALTIES</b>	<b>720,549</b>	<b>75,411</b>	<b>530,981</b>	<b>74%</b>
<b>SCHOOL REVENUES</b>				
TUITION	6,704,200	3,302,907	3,370,732	50%
OTHER SOURCES	13,000	51	51	0%
<b>TOTAL SCHOOL REVENUES</b>	<b>6,717,200</b>	<b>3,302,958</b>	<b>3,370,783</b>	<b>50%</b>
<b>STATE REVENUES</b>				
MUNICIPAL AID	205,234	0	194,479	0%
ROOMS AND MEALS TAX	1,125,000	0	1,123,684	100%
HIGHWAY BLOCK GRANT	402,000	0	257,486	64%
BONDED DEBT-SCHOOL	1,016,222	0	508,111	50%
OTHER STATE REVENUE	740,973	0	370,487	50%
<b>TOTAL STATE REVENUES</b>	<b>3,489,429</b>	<b>0</b>	<b>2,454,247</b>	<b>70%</b>
<b>USE OF FUND BALANCE</b>				
USE OF FUND BALANCE	150,000	0	150,000	0%
RESERVE FOR DEBT	1,900,000	0	1,900,000	100%
RESERVE FOR TAX ASSESSMENT APPRAISALS	150,000	0	150,000	100%
<b>TOTAL USE OF FUND BALANCE</b>	<b>2,200,000</b>	<b>0</b>	<b>2,200,000</b>	<b>100%</b>
<b>TOTAL GENERAL FUND REVENUE</b>	<b>119,115,338</b>	<b>4,539,775</b>	<b>110,555,045</b>	<b>93%</b>

# ENTERPRISE FUNDS

Enterprise Funds are supported by user fees and are used to account for ongoing organization and activities which are similar to those often found in the private sector.

The City of Portsmouth maintains two enterprise funds: Water and Sewer

Enterprise Funds prepare its budget and financial statements using a *Full Accrual Basis of Accounting* however annual user rates are calculated based on the *Cash Requirements* needed to run the day-to-day operations to pay for capital needs and debt service.

## Fiscal Year 2021 Annual Budget

### Water Fund

Full Accrual Budget	\$ 9,002,416
Cash Requirements	\$ 9,884,655

### Sewer Fund

Full Accrual Budget	\$ 19,301,764
Cash Requirements	\$ 18,434,445

## User Rate Structure - Fiscal Year 2021

Both water and sewer rate structures are based on a two tiered inclining rate, meaning, the first 10 units (a unit is 100 cubic feet of water or 748 gallons) of water consumed each month is billed using one rate, and water consumed greater than 10 units per month is billed at a higher rate.

Water Fund	
	cost per unit of water
First 10 units	\$4.32
Greater than 10 units	\$5.20

Sewer Fund	
<i>Sewer charges are based on water consumption</i>	
	cost per unit of water
First 10 units	\$14.32
Greater than 10 units	\$15.75

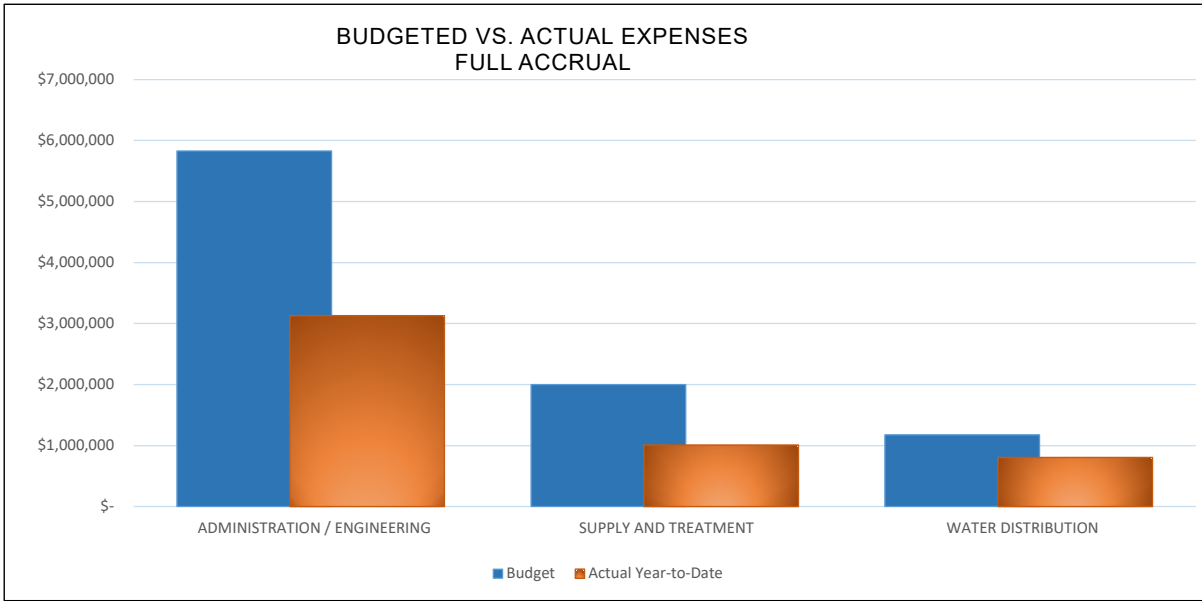
Water Meter Charge	
Meter charges are based on meter size	
<u>Meter Size</u>	<u>Monthly Rate</u>
5/8"	\$4.95
3/4"	\$4.95
1"	\$8.27
1 1/2"	\$14.25
2"	\$22.91
3"	\$36.26
4"	\$68.74
6"	\$120.27
8"	\$168.01
10"	\$252.02

Water Irrigation User Rate	
Irrigation charges are based on a three tiered inclining rate structure	
	cost per unit of water
First 10 units or less	\$5.20
Over 10 and up to 20 units	\$9.81
Over 20 units	\$12.11

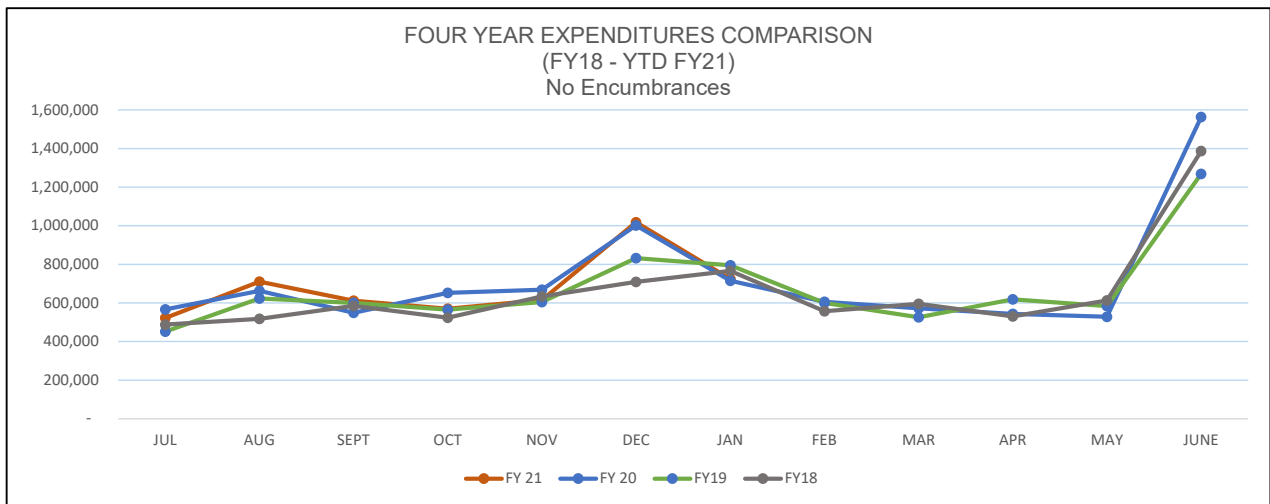
# WATER FUND YTD EXPENSES

**MONTH ENDING January 31, 2021**

**58.3% of Fiscal Year**



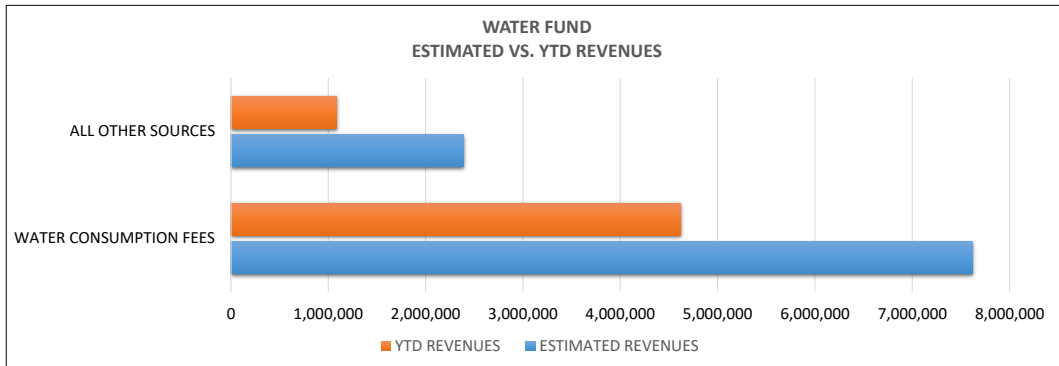
WATER FUND FULL ACCRUAL	APPROPRIATION	PERIOD ENDING	ENCUMBRANCES	ACTUAL + ENC TOTAL	YEAR-TO-DATE BALANCE	% EXPENDED
		January 31, 2021				
ADMINISTRATION / ENGINEERING	5,829,188	477,387	10,779	3,129,016	2,700,172	53.7%
SUPPLY AND TREATMENT	1,996,850	168,108	36,503	1,008,824	988,026	50.5%
WATER DISTRIBUTION	1,176,378	78,718	124,704	804,899	371,479	68.4%
<b>TOTAL</b>	<b>9,002,416.00</b>	<b>724,212</b>	<b>171,986</b>	<b>4,942,738</b>	<b>4,059,678</b>	<b>54.9%</b>



FISCAL YEAR	JUL	AUG	SEPT	OCT	NOV	DEC
FY 21	522,041	710,123	611,573	569,516	615,190	1,018,094
FY 20	566,798	663,011	549,566	652,609	668,648	1,001,558
FY 19	451,629	623,841	600,496	565,828	604,271	832,357
FY 18	488,099	518,219	585,122	522,965	633,742	708,600

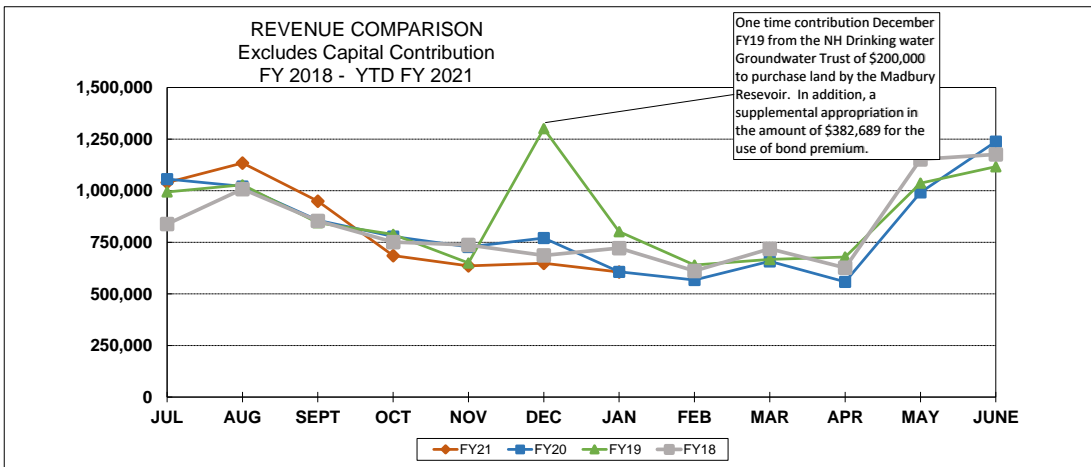
FISCAL YEAR	JAN	FEB	MAR	APR	MAY	JUN
FY 21	724,212	-	-	-	-	-
FY 20	715,268	606,134	572,540	543,605	528,530	1,562,776
FY 19	794,488	599,554	525,873	618,095	584,288	1,268,493
FY 18	766,312	556,833	595,793	530,773	612,272	1,386,622

# WATER FUND REVENUES



	ESTIMATED REVENUES	% OF TOTAL	YTD REVENUES	% RECEIVED
WATER CONSUMPTION FEES	7,618,748	76.1%	4,618,740	60.6%
OTHER CHARGES	2,024,443	20.2%	947,128	46.8%
OTHER FINANCING SOURCES	367,486	3.8%	132,694	36.1%
CAPITAL CONTRIBUTIONS	0	0.0%	2,022,146	0.0%
<b>TOTAL</b>	<b>\$ 10,010,677</b>	<b>100.0%</b>	<b>\$ 7,720,708</b>	<b>77.1%</b>

- Water Consumption Fees* : Revenues based on water consumption
- Other Charges* : Meter fees, hydrant rental, utility revenue, fire services, job worked, backflow testing, capacity use surcharge
- Other Financing Sources* : Interest on investments, interest only for special agreements
- Capital Contributions* : Contributions for capital projects from other governments or private entities



FY18	1,215,792
FY19	1,771,085
FY20	6,775,291
FY21 YTD	<u>2,022,146</u>
<b>Total to date</b>	<b>\$11,784,314</b>

FY20 YTD	\$52,000
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FY	JUL	AUG	SEPT	OCT	NOV	DEC
FY21	1,039,610	1,134,074	949,346	685,352	635,943	648,237
FY20	1,056,156	1,020,567	856,827	778,169	727,650	770,620
FY19	993,800	1,028,451	845,025	788,402	649,884	1,300,682
FY18	838,590	1,007,896	853,629	751,069	737,062	686,356

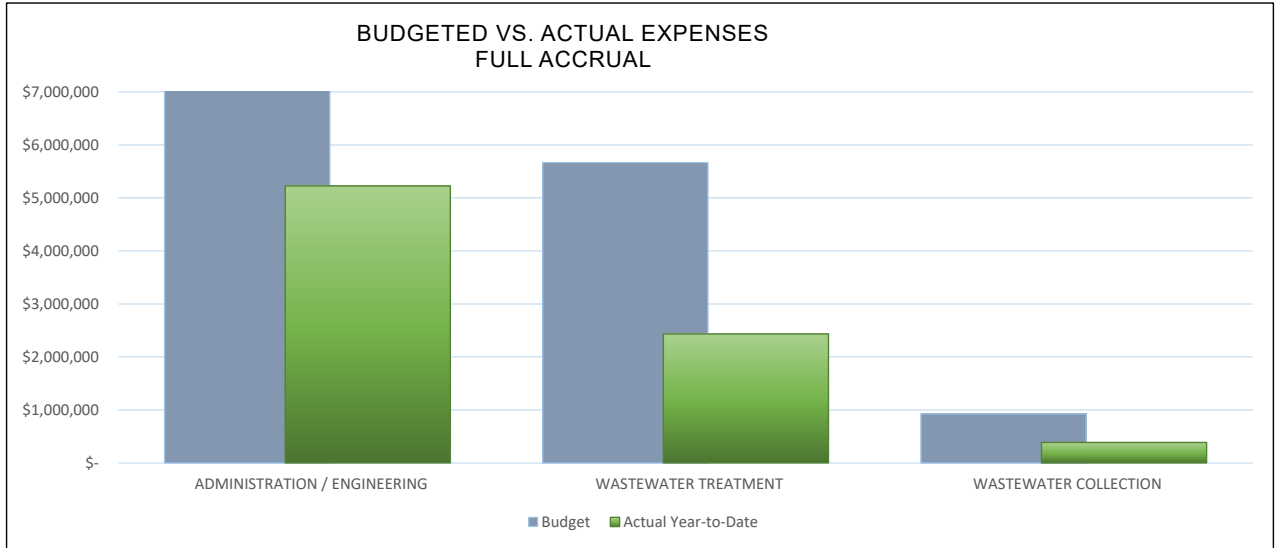
FY	*JAN	FEB	MAR	APR	MAY	JUNE
FY21	606,000	-	-	-	-	-
FY20	606,941	567,523	657,476	558,450	991,948	1,237,800
FY19	801,873	639,863	666,901	678,537	1,036,551	1,116,114
FY18	721,789	611,340	718,228	626,619	1,151,748	1,175,887

\*Estimated

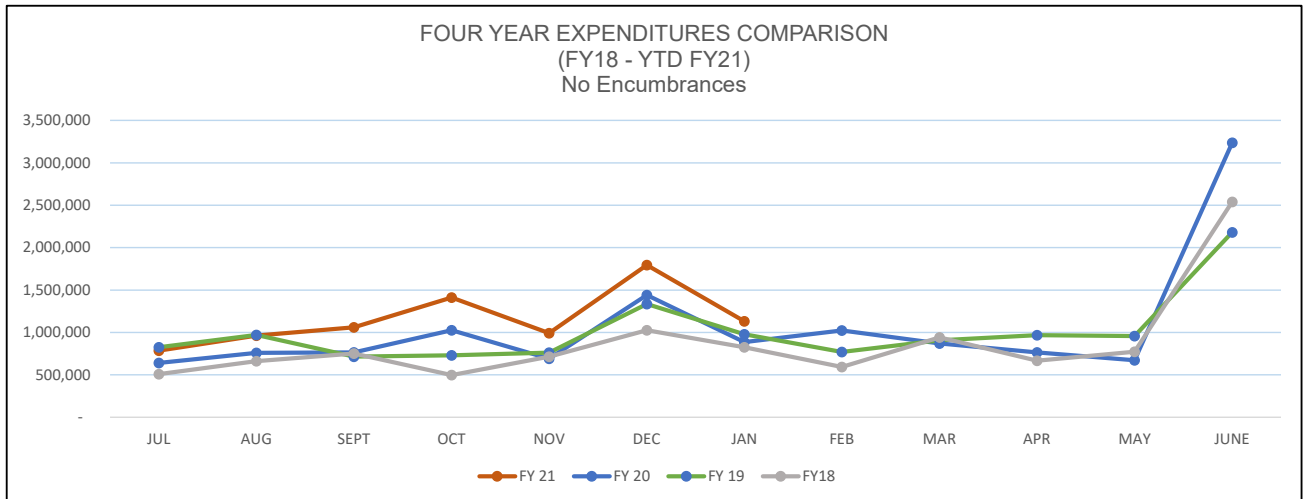
# SEWER FUND EXPENSES

**MONTH ENDING January 31, 2021**

**58.3% of Fiscal Year**



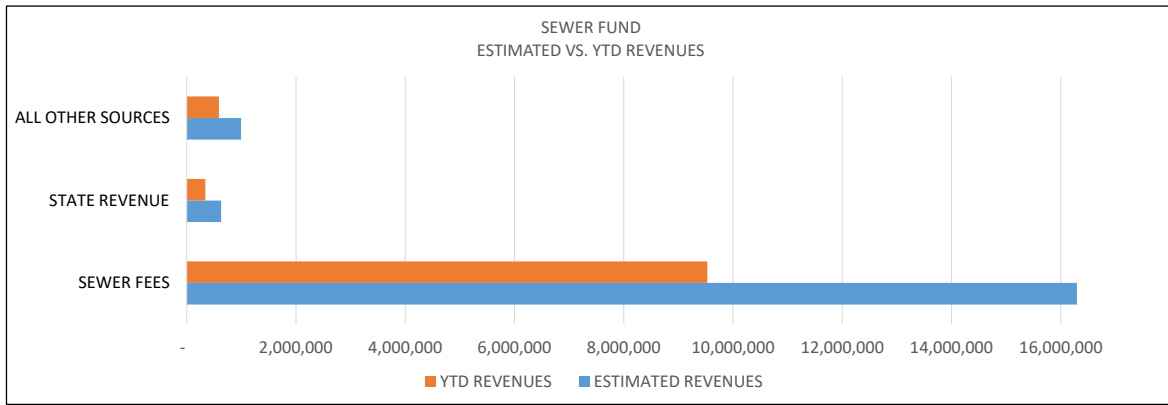
SEWER FUND FULL ACCRUAL	APPROPRIATION	PERIOD ENDING January 31, 2021	ENCUMBRANCES	ACTUAL + ENC TOTAL	YEAR-TO-DATE BALANCE	% EXPENDED
ADMINISTRATION / ENGINEERING	12,431,063	683,994	13,677	5,226,132	7,204,931	42.0%
WASTEWATER TREATMENT	5,667,258	397,524	80,207	2,432,945	3,234,313	42.9%
WASTEWATER COLLECTION	925,736	50,752	91,581	385,953	539,783	41.7%
TRANSFER TO STORMWATER	277,707	-	-	277,707	-	100.0%
<b>TOTAL</b>	<b>19,301,764</b>	<b>1,132,271</b>	<b>185,464</b>	<b>8,322,737</b>	<b>10,979,027</b>	<b>43.12%</b>



FISCAL YEAR	JUL	AUG	SEPT	OCT	NOV	DEC
FY 21	785,364	961,766	1,060,848	1,411,310	991,535	1,794,180
FY 20	640,427	758,976	764,739	1,026,985	690,416	1,440,490
FY 19	826,024	971,483	715,110	729,656	762,373	1,334,032
FY18	507,618	662,521	751,878	497,081	714,624	1,025,544

FISCAL YEAR	JAN	FEB	MAR	APR	MAY	JUN
FY 21	1,132,271	-	-	-	-	-
FY 20	885,513	1,022,676	871,311	764,822	670,804	3,236,162
FY 19	977,718	770,846	907,578	968,706	957,892	2,181,155
FY18	826,304	593,065	942,121	667,514	771,142	2,539,517

## SEWER FUND REVENUES



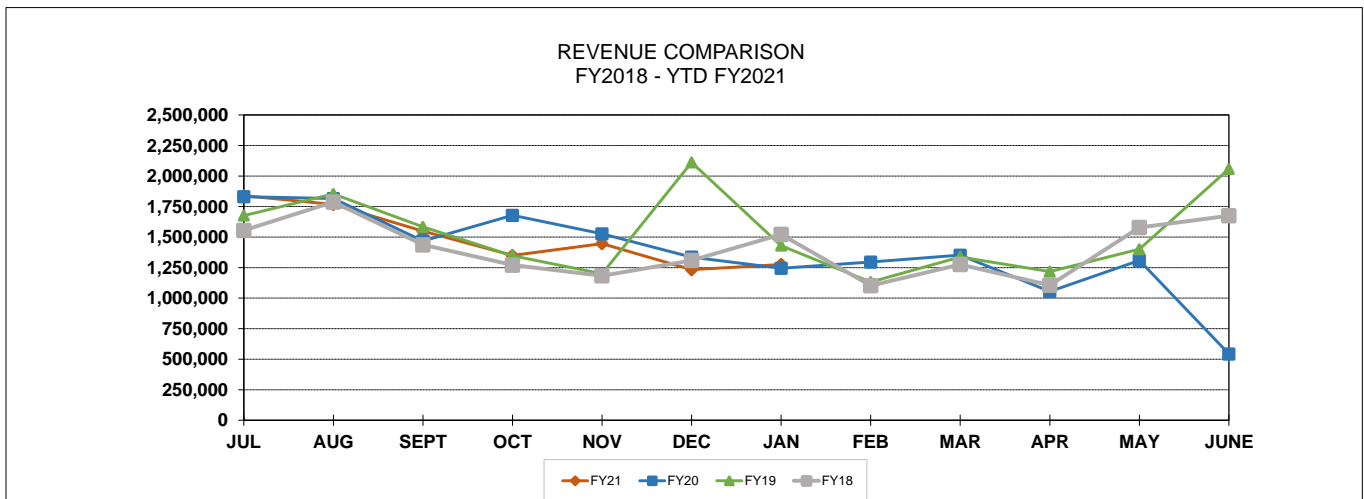
	ESTIMATED REVENUES	% OF TOTAL	YTD REVENUES	% RECEIVED
SEWER FEES	16,297,829	91.0%	9,531,715	58.5%
OTHER CHARGES	348,000	1.9%	63,474	18.2%
STATE REVENUE	628,252	3.5%	338,919	53.9%
OTHER FINANCING SOURCES	644,918	3.6%	524,829	81.4%
<b>TOTAL</b>	<b>17,918,999</b>	<b>100.0%</b>	<b>10,458,936</b>	<b>58.4%</b>

**Sewer Fees:** Sewer charges based on water consumption

**Other Charges:** Septage, permits, and capacity use surcharge

**State Revenue:** State Aid Grants

**Other Financing Sources:** Interest on investments and special agreements



FY	JUL	AUG	SEPT	OCT	NOV	DEC
FY21	1,838,919	1,767,116	1,548,572	1,349,307	1,446,022	1,233,164
FY20	1,830,650	1,815,449	1,467,850	1,678,053	1,526,408	1,335,715
FY19	1,676,252	1,853,277	1,583,806	1,347,764	1,199,105	2,111,382
FY18	1,554,758	1,787,155	1,436,982	1,271,344	1,183,427	1,309,024

FY	*JAN	FEB	MAR	APR	MAY	JUNE
FY21	1,275,835	-	-	-	-	-
FY20	1,244,717	1,295,534	1,352,001	1,054,697	1,308,682	543,384
FY19	1,429,664	1,131,558	1,336,916	1,218,039	1,401,056	2,058,078
FY18	1,522,260	1,102,333	1,275,349	1,105,892	1,578,530	1,675,136

\*Estimated

# PARKING AND TRANSPORTATION FUND

**MONTH ENDING January 31, 2021**

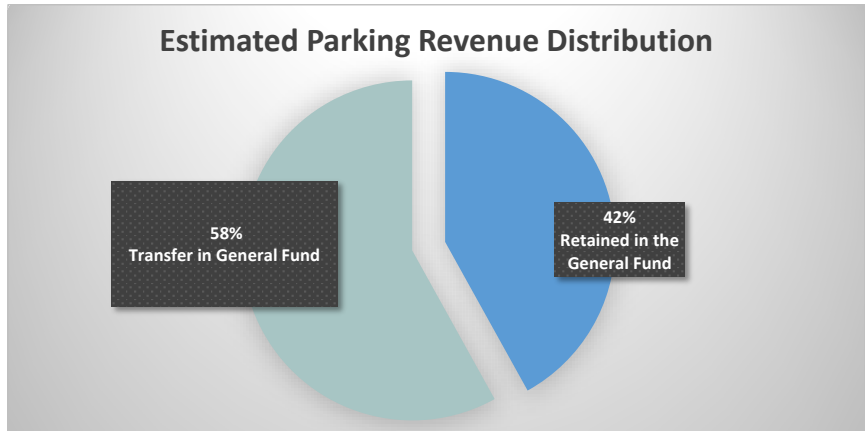
The Parking & Transportation fund is a Special Revenue Fund which accounts for the proceeds of specific revenue sources and transfers from other funds that are restricted to expenditures for specified purposes.

## REVENUES

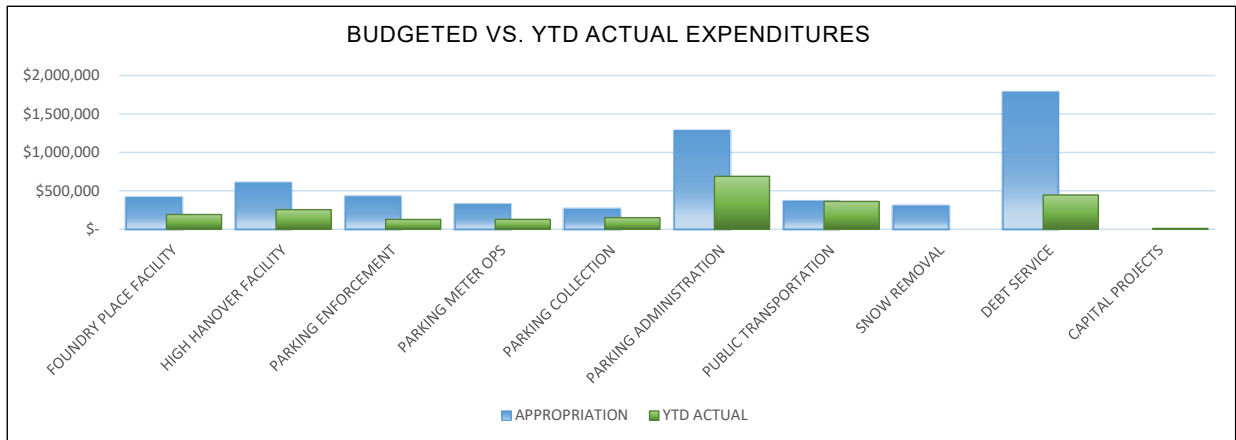
Parking & Transportation expenditures are funded 100% from parking related revenues  
 Parking Revenues in excess of Parking and Transportation operations are reported in the General Fund.  
 The pie graph below displays the distribution of revenues between the General and Parking & Transportation Funds.

Estimated Revenues from Parking related fees are estimated for FY21 to be \$ 5.7 million.  
 42% of Parking related revenues are retained in the General Fund which offsets property taxes.

**See Page 7 for  
Year-to-date  
Parking Revenues**



## EXPENDITURES



PARKING AND TRANSPORTATION	APPROPRIATION	PERIOD	ENCUMBRANCES	Actual + Enc Total	Year-To-Date Balance	% Expended
		ENDING January 31, 2021				
FOUNDRY PLACE FACILITY	407,346	30,191	2,544	194,169	213,177	47.7%
HIGH HANOVER FACILITY	600,249	36,507	5,778	260,781	339,467	43.4%
PARKING ENFORCEMENT	419,484	16,348	22,513	149,667	269,817	35.7%
PARKING METER OPS	320,906	16,932	58,291	186,296	134,610	58.1%
PARKING COLLECTION	258,382	21,319	-	150,937	107,445	58.4%
PARKING ADMINISTRATION	1,279,434	72,480	168	688,591	590,843	53.8%
PUBLIC TRANSPORTATION	362,000	-	-	362,000	-	100.0%
PARKING ENGINEERING	159,723	8,208	-	-	159,723	0.0%
SNOW REMOVAL	300,000	-	-	-	300,000	0.0%
DEBT SERVICE	1,781,313	-	-	445,656	1,335,657	25.0%
CAPITAL PROJECTS	-	-	-	10,750	(10,750)	0.0%
CONTINGENCY	75,000	-	-	-	75,000	0.0%
<b>TOTAL</b>	<b>5,963,837</b>	<b>201,986</b>	<b>89,294</b>	<b>2,448,849</b>	<b>3,514,988</b>	<b>41.1%</b>