



# Monthly Financial Summary Report

Month Ending May 31, 2022

91.7% 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** - This report is compiled by the Finance Department and audited by an external independent 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 Comprehensive Annual Financial Report 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 2022 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 16-17 (PDF pages 26-27) and 113-114 (PDF pages 123-124) of the FY2022 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 2022

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 FY2022 annual budget is a balanced budget in which total anticipated revenues equal budgeted appropriations.*

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## FY 2022 GENERAL FUND BUDGET

### ESTIMATED REVENUES -detail pg 5-7

		% of Total
Local Fees, Licenses, Permits	1,807,600	1.4%
Other Local Sources	10,927,060	8.6%
Net Parking Revenues	2,412,305	1.9%
Interest/Penalties	320,549	0.3%
School Tuition/Other	6,523,880	5.2%
State Revenues	3,298,195	2.6%
Use of Fund Balance	5,696,000	4.5%
Estimated Property Tax	95,439,444	75.5%
	<b>\$ 126,425,033</b>	<b>100%</b>

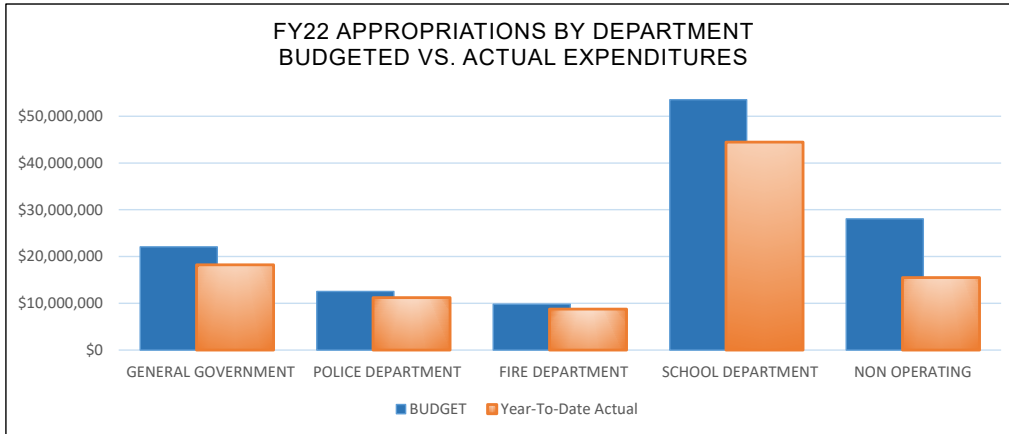
*Three Supplemental Appropriations After Budget Adoption:*  
 1) \$116,000 Community Campus Operations  
 2) \$2,200,000 Skateboard Park  
 3) \$900,000 McIntyre Settlement

### EXPENDITURES - detail pg 3 & 4

	Approved	% of Total
Municipal	\$22,079,756	17.5%
Police	\$12,553,495	9.9%
Fire	\$9,816,421	7.8%
School	\$53,551,766	42.4%
Collective Bargaining	\$23,629	0.0%
Transfer to Indoor Pool	\$150,000	0.1%
Transfer to Prescott Park	\$177,486	0.1%
Non-Operating	\$28,072,480	22.2%
	<b>\$126,425,033</b>	<b>100%</b>

# GENERAL FUND EXPENDITURES - Budget vs. YTD Actual

**MONTH ENDING May 31, 2022**  
**91.7% of Fiscal Year**



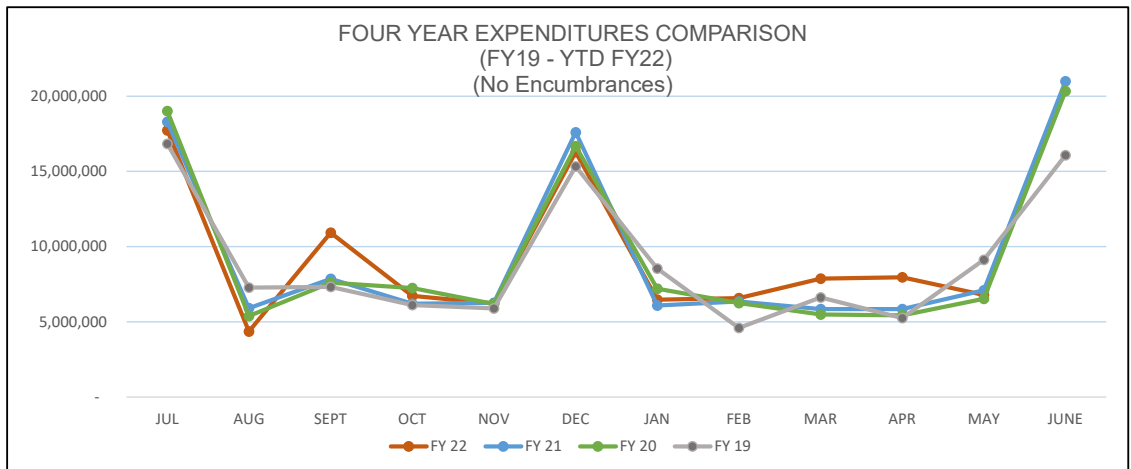
APPROPRIATION	PERIOD ENDING May 31, 2022	ENCUMBRANCES	Actual + Enc Total	Year-To-Date Balance	% Enc/Expended
<b>OPERATING</b>					
GENERAL GOVERNMENT	22,079,756	1,469,695	18,233,998	3,845,758	83%
POLICE DEPARTMENT	12,553,495	772,341	11,217,209	1,336,286	89%
FIRE DEPARTMENT	9,816,421	640,806	8,761,563	1,054,858	89%
SCHOOL DEPARTMENT	53,551,766	3,496,751	44,473,440	9,078,326	83%
COLLECTIVE BARGAINING	23,629	-	23,629	23,629	-
INDOOR POOL/PRESCOTT PARK	327,486	14,791	312,696	14,791	95%
<b>TOTAL OPERATING</b>	<b>98,352,553</b>	<b>6,394,385</b>	<b>82,998,905</b>	<b>15,353,648</b>	<b>84%</b>
<b>NON OPERATING</b>					
DEBT SERVICE	13,797,890	-	6,978,893	6,818,997	51%
COUNTY TAX	5,813,878	-	5,677,887	135,991	98%
CAPITAL OUTLAY	1,080,000	84,077	194,379	885,621	18%
OTHER NON-OPERATING	7,380,712	304,870	2,653,625	4,727,087	36%
<b>TOTAL NON OPERATING</b>	<b>28,072,480</b>	<b>388,947</b>	<b>15,504,783</b>	<b>12,567,697</b>	<b>55%</b>
<b>TOTAL</b>	<b>126,425,033</b>	<b>6,783,332</b>	<b>98,503,688</b>	<b>27,921,345</b>	<b>78%</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 22	17,738,540	4,361,281	10,926,992	6,719,189	6,214,851	16,285,946
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

FISCAL YEAR	JAN	FEB	MAR	APR	MAY	June with YE encumbrances
FY 22	6,472,582	6,573,355	7,875,895	7,959,747	6,783,332	-
FY 21	6,093,183	6,353,965	5,847,200	5,849,386	7,102,434	21,000,534
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

# GENERAL FUND DETAIL DEPARTMENT EXPENDITURES

**MONTH ENDING May 31, 2022**

**91.7% of Fiscal Year**

	APPROPRIATION	PERIOD		ENCUMBRANCES	YEAR TO DATE EXPENDITURES (WITH ENCUMBRANCES)	BALANCE	% ENC/EXPENDED
		EXPENDITURE					
<b>GENERAL GOVERNMENT</b>							
SALARIES	9,010,074	669,933	-	-	7,506,960	1,503,114	83%
PART TIME SALARIES	984,075	61,081	-	-	718,573	265,502	73%
OVERTIME	352,000	18,517	-	-	320,586	31,414	91%
LONGEVITY	65,627	130	-	-	64,586	1,041	98%
* LEAVE AT TERMINATION	350,000	-	-	-	350,000	-	100%
* HEALTH STABILIZATION FUND	2,096,570	-	-	-	2,096,570	-	100%
HEALTH PREMIUM STIPEND	25,000	-	-	-	18,780	6,220	75%
RETIREMENT	1,324,734	96,214	-	-	1,106,793	217,941	84%
OTHER BENEFITS	1,215,985	68,956	-	-	986,954	229,031	81%
OTHER OPERATING	6,655,691	554,864	172,741	-	5,064,196	1,591,495	76%
<b>TOTAL GENERAL GOVERNMENT</b>	<b>22,079,756</b>	<b>1,469,695</b>	<b>172,741</b>	<b>-</b>	<b>18,233,998</b>	<b>3,845,758</b>	<b>83%</b>
*Annualized Expenditures	(2,446,570)	-	-	-	(2,446,570)	-	-
Net total	19,633,186	1,469,695	172,741	-	15,787,428	3,845,758	80%
<b>POLICE DEPARTMENT</b>							
SALARIES	6,093,123	436,191	-	-	5,106,643	986,480	84%
PART TIME SALARIES	150,736	6,701	-	-	87,572	63,164	58%
OVERTIME	615,876	84,915	-	-	887,193	(271,317)	144%
HOLIDAY	201,334	-	-	-	178,084	23,250	88%
LONGEVITY	41,126	-	-	-	36,027	5,099	88%
STIPENDS	88,601	1,597	-	-	52,687	35,914	59%
SPECIAL DETAIL	72,609	2,439	-	-	43,648	28,961	60%
* LEAVE AT TERMINATION	180,203	-	-	-	190,145	(9,942)	106%
* HEALTH INSURANCE	1,654,004	-	-	-	1,654,004	-	100%
HEALTH PREMIUM STIPEND	12,000	-	-	-	7,027	4,973	59%
RETIREMENT	2,126,317	153,757	-	-	1,855,247	271,070	87%
OTHER BENEFITS	482,984	25,281	-	-	418,155	64,829	87%
OTHER OPERATING	834,582	61,461	29,170	-	700,777	133,805	84%
<b>POLICE DEPARTMENT TOTAL</b>	<b>12,553,495</b>	<b>772,341</b>	<b>29,170</b>	<b>-</b>	<b>11,217,209</b>	<b>1,336,286</b>	<b>89%</b>
*Annualized Expenditures	(1,834,207)	-	-	-	(1,834,207)	-	-
Net total	10,719,288	772,341	29,170	-	9,383,002	1,336,286	88%
<b>FIRE DEPARTMENT</b>							
SALARIES	4,201,630	304,671	-	-	3,494,234	707,396	83%
PART TIME SALARIES	53,019	1,495	-	-	22,949	30,070	43%
OVERTIME	709,500	114,314	-	-	897,686	(188,186)	127%
HOLIDAY	158,570	-	-	-	133,336	25,234	84%
LONGEVITY	32,577	-	-	-	29,711	2,866	91%
CERTIFICATION STIPENDS	348,704	23,604	-	-	274,681	74,023	79%
* LEAVE AT TERMINATION	170,084	-	-	-	170,084	-	100%
* HEALTH INSURANCE	1,086,917	-	-	-	1,086,917	-	100%
HEALTH PREMIUM STIPEND	100,924	-	-	-	65,747	35,177	65%
RETIREMENT	1,792,086	144,853	-	-	1,580,685	211,401	88%
OTHER BENEFITS	543,825	13,754	-	-	512,778	31,047	94%
OTHER OPERATING	618,585	38,115	42,223	-	492,755	125,830	80%
<b>FIRE DEPARTMENT TOTAL</b>	<b>9,816,421</b>	<b>640,806</b>	<b>42,223</b>	<b>-</b>	<b>8,761,563</b>	<b>1,054,858</b>	<b>89%</b>
*Annualized Expenditures	(1,257,001)	-	-	-	(1,257,001)	-	-
Net total	8,559,420	640,806	42,223	-	7,504,562	1,054,858	88%
<b>SCHOOL</b>							
SALARIES	28,477,139	2,218,503	-	-	22,791,609	5,685,530	80%
* LEAVE AT TERMINATION	300,000	-	-	-	300,000	-	100%
* HEALTH INSURANCE	8,173,354	-	-	-	8,173,355	(1)	100%
RETIREMENT	5,496,433	403,494	-	-	4,243,808	1,252,625	77%
WORKERS COMPENSATION	133,444	-	-	-	133,444	-	100%
OTHER BENEFITS	3,257,562	241,583	-	-	2,604,712	652,850	80%
OTHER OPERATING	7,713,834	633,171	-	-	6,226,512	1,487,322	81%
<b>SCHOOL DEPARTMENT TOTAL</b>	<b>53,551,766</b>	<b>3,496,751</b>	<b>-</b>	<b>-</b>	<b>44,473,440</b>	<b>9,078,326</b>	<b>83%</b>
*Annualized Expenditures	(8,473,354)	-	-	-	(8,473,354)	-	-
Net total	45,078,412	3,496,751	-	-	36,000,086	9,078,326	80%
<b>NON-OPERATING</b>							
DEBT SERVICE	13,797,890	-	-	-	6,978,893	6,818,997	51%
COUNTY TAX	5,813,878	-	-	-	5,677,887	135,991	98%
CAPITAL OUTLAY	1,080,000	84,077	110,110	-	194,379	885,621	18%
OTHER NON-OPERATING	7,380,712	304,870	136,686	-	2,653,625	4,727,087	36%
<b>TOTAL NON-OPERATING</b>	<b>28,072,480</b>	<b>388,947</b>	<b>246,797</b>	<b>-</b>	<b>15,504,783</b>	<b>12,567,697</b>	<b>55%</b>
COLLECTIVE BARGAINING CONTINGENCY	23,629	-	-	-	-	23,629	-
TRANSFER TO INDOOR POOL	150,000	-	-	-	150,000	-	-
TRANSFER TO PRESCOTT PARK	177,486	14,791	-	-	162,696	14,791	-
<b>TOTAL GENERAL FUND</b>	<b>126,425,033</b>	<b>6,783,332</b>	<b>490,931</b>	<b>-</b>	<b>98,503,688</b>	<b>27,921,345</b>	<b>78%</b>

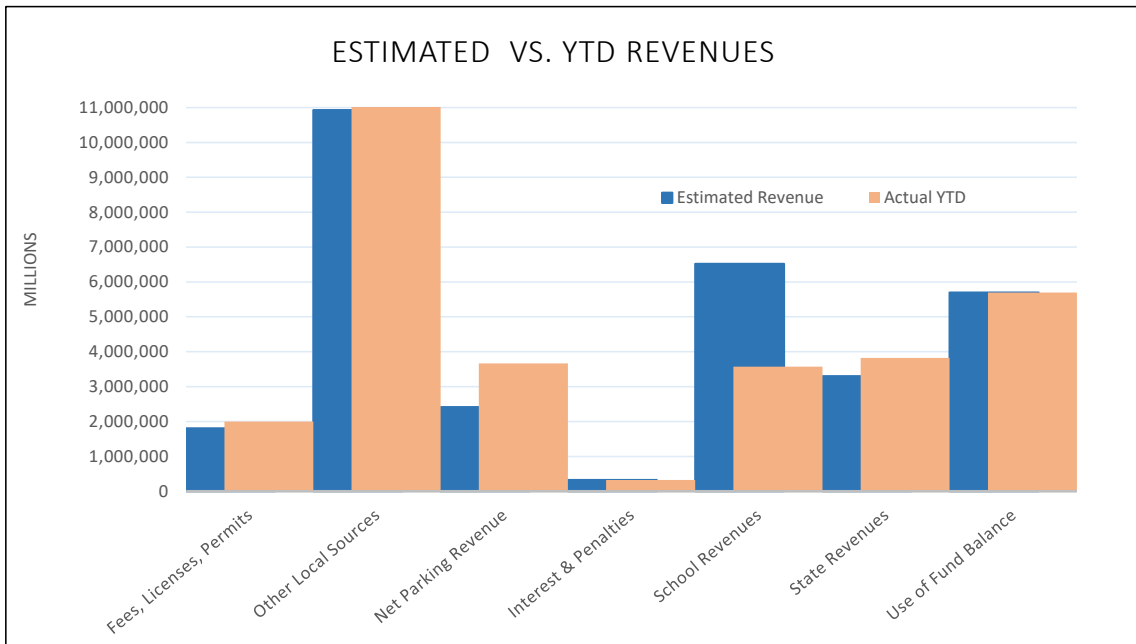
**Annualized Expenditures:** Transfers to Leave at Termination, and Health Insurance Stabilization Funds.

**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.

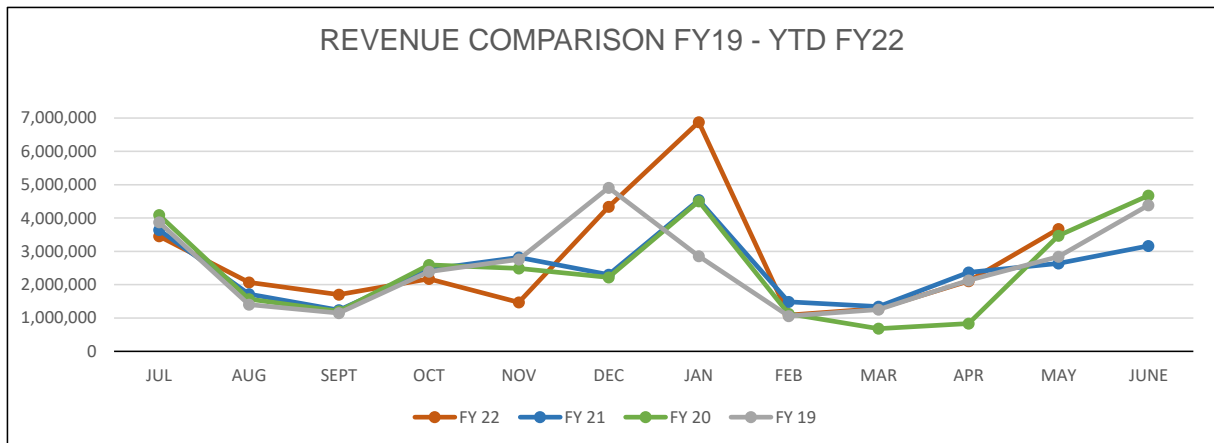
**Other Non-Operating:** Rolling Stock, IT upgrade and equipment replacement, contingency, overlay, etc.

# GENERAL FUND REVENUES



REVENUES LESS PROPERTY TAX				
	ESTIMATED REVENUES	% OF TOTAL	YTD Received	%
Fees, Licenses, Permits	1,807,600	6%	1,998,379	111%
Other Local Sources	10,927,060	35%	11,169,096	102%
Net Parking Revenue	2,412,305	8%	3,666,176	152%
Interest & Penalties	320,549	1%	326,698	102%
School Revenues	6,523,880	21%	3,571,509	55%
State Revenues	3,298,195	11%	3,822,686	116%
Use of Fund Balance	5,696,000	18%	5,696,000	100%
<b>TOTAL REVENUES</b>	<b>\$ 30,985,589</b>	<b>100%</b>	<b>\$ 30,250,545</b>	<b>98%</b>

*Line item detail on the following page*



FY	JUL	AUG	SEPT	OCT	NOV	DEC
FY 22	3,453,354	2,073,368	1,704,610	2,178,509	1,473,505	4,340,600
FY 21	3,639,782	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	JAN	FEB	MAR	APR	MAY	JUNE
FY 22	6,880,265	1,088,571	1,283,909	2,104,005	3,669,849	-
FY 21	4,540,869	1,486,926	1,341,846	2,373,148	2,639,480	3,160,255
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

# GENERAL FUND

## DETAILED REVENUE REPORT

**MONTH ENDING MAY 31, 2022 - 91.7% OF FISCAL YEAR**

	ESTIMATED	PERIOD RECEIPTS	YTD RECEIPTS	%
<b>FINANCE</b>				
PROPERTY TAXES	95,439,444	0	95,219,836	100%
<b>TOTAL PROPERTY TAXES</b>	<b>95,439,444</b>	<b>0</b>	<b>95,219,836</b>	<b>100%</b>
<b>LOCAL FEES, LICENSES, PERMITS</b>				
OTHER FEES	12,000	2,876	16,485	137%
OTHER LICENSES	12,000	3,805	12,900	108%
PLANNING BOARD/BOA/SITE REVIEW	160,000	23,322	187,985	117%
BLD PERMITS-PORTS	840,000	71,702	590,071	70%
BLD PERMITS-PEASE	55,000	2,090	181,980	331%
BLD PERMITS-FIRE	105,000	6,946	93,939	89%
ELEC PERMITS-PORT	105,000	9,286	140,730	134%
ELEC PERMITS-PEASE	15,000	830	10,030	67%
PLUM PERMITS-PORT	154,000	12,865	210,464	137%
PLUM PERMITS-PEASE	20,000	2,105	53,235	266%
SIGN PERMITS	6,000	295	3,945	66%
POLICE ALARMS	30,000	6,600	36,875	123%
BURNING PERMITS	1,500	0	0	0%
EXCAVATION PERMITS	50,000	14,300	91,750	184%
FLAGGING PERMIT	9,000	1,000	9,625	107%
SOLID WASTE	55,000	8,037	80,431	146%
BLASTING PERMIT	100	100	100	100%
NEW DRIVEWAY PERMIT	3,000	0	300	10%
OUTDOOR POOL	10,000	0	11,245	112%
RECREATION DEPARTMENT	90,000	17,231	157,245	175%
BOAT RAMP FEES	10,000	395	12,303	123%
RECREATION RENTALS	0	475	4,820	0%
HEALTH FOOD PERMITS	65,000	4,865	91,921	141%
<b>TOTAL LOCAL FEES, LICENSES AND PERMITS</b>	<b>1,807,600</b>	<b>189,125</b>	<b>1,998,379</b>	<b>111%</b>
<b>OTHER LOCAL SOURCES</b>				
TIMBER TAX	500	0	0	0%
PAYMENTS IN LIEU OF TAXES	190,000	(49,124)	184,943	97%
MUNICIPAL AGENT FEES	72,000	6,342	68,943	96%
MOTOR VEHICLE FEES	4,900,000	379,071	4,570,833	93%
TITLE APPLICATIONS	9,000	802	8,546	95%
BOAT REGISTRATION	10,000	4,181	13,464	135%
PDA AIRPORT DISTRICT	2,680,000	1,435,549	2,848,489	106%
WATER/SEWER OVERHEAD	1,418,368	118,197	1,300,171	92%
SALE - MUNICIPAL PROP	5,000	0	53,183	1064%
MISC REVENUE	70,000	5,063	417,004	596% *
DOG LICENSES	17,000	1,508	16,931	100%
MARRIAGE LICENSES	2,200	175	1,659	75%
CERTIFICATES-BIRTH	27,000	2,187	27,071	100%
RENTAL OF CITY PROPERTY	70,000	25,822	131,264	188%
RENTAL OF CITY HALL COM	20,692	1,702	18,840	91%
CABLE FRANCHISE FEE	360,000	0	360,000	100%
POLICE HAND GUN PERMITS	300	60	280	93%
POLICE OUTSIDE DETAIL	160,000	25,814	354,983	222%
AMBULANCE FEES	900,000	87,600	717,543	80%
WELFARE DEPT REIMBURSEMENT	15,000	725	74,950	500%
<b>TOTAL OTHER LOCAL SOURCES</b>	<b>10,927,060</b>	<b>2,045,674</b>	<b>11,169,096</b>	<b>102%</b>



	ESTIMATED	PERIOD RECEIPTS	YTD RECEIPTS	%
<b>PARKING REVENUES</b>				
PARKING METER FEE	2,783,750	357,543	3,412,851	123%
METER SPACE RENTAL	150,000	17,300	244,415	163%
PARKING METER -IN DASH	50,000	0	21,680	43%
CHARGING STATION	5,500	0	8,618	157%
PARKING AREA SERVICE AGREEMENT	0	20,800	47,600	0%
HANOVER TRANSIENT	2,456,500	235,289	2,311,782	94%
HANOVER PASSES	1,377,900	95,784	1,172,414	85%
FOUNDRY PL TRANSIENT	207,650	34,469	296,890	143%
FOUNDRY PL PASSES	333,600	31,324	352,051	106%
PASS REINSTATEMENT	500	135	1,211	242%
FOUNDRY PL PASS REINSTATEMENT	500	90	1,670	334%
PARKING VIOLATIONS	600,000	88,780	885,359	148%
BOOT REMOVAL FEE	5,000	600	5,014	100%
<b>TOTAL PARKING REVENUES</b>	<b>7,970,900</b>	<b>882,115</b>	<b>8,761,555</b>	<b>110%</b>
TRANSFER TO PARKING FUND	(5,558,595)	(463,216)	(5,095,379)	92%
<b>NET PARKING REVENUES FOR GENERAL FUND</b>	<b>2,412,305</b>	<b>418,899</b>	<b>3,666,176</b>	<b>152%</b>
<b>INTEREST &amp; PENALTIES</b>				
INTEREST ON TAXES	170,549	8,053	162,434	95%
INTEREST ON INVESTMENT	150,000	23,745	164,264	110%
<b>TOTAL INTEREST &amp; PENALTIES</b>	<b>320,549</b>	<b>31,798</b>	<b>326,698</b>	<b>102%</b>
<b>SCHOOL REVENUES</b>				
TUITION	6,510,880	0	3,314,263	51%
OTHER SOURCES	13,000	450	257,247	1979% *
<b>TOTAL SCHOOL REVENUES</b>	<b>6,523,880</b>	<b>450</b>	<b>3,571,509</b>	<b>55%</b>
<b>STATE REVENUES</b>				
ROOMS AND MEALS TAX	1,125,000	0	1,639,197	146%
HIGHWAY BLOCK GRANT	416,000	83,903	426,293	102%
BONDED DEBT- HIGH SCHOOL	1,016,222	0	1,016,222	100%
BONDED DEBT - MIDDLE SCHOOL	740,973	0	740,974	100%
<b>TOTAL STATE REVENUES</b>	<b>3,298,195</b>	<b>83,903</b>	<b>3,822,686</b>	<b>116%</b>
<b>USE OF FUND BALANCE</b>				
USE OF FUND BALANCE	3,696,000	900,000	3,696,000	100%
RESERVE FOR DEBT	1,900,000	0	1,900,000	100%
RESERVE FOR TAX ASSESSMENT APPRAISALS	100,000	0	100,000	100%
<b>TOTAL USE OF FUND BALANCE</b>	<b>5,696,000</b>	<b>900,000</b>	<b>5,696,000</b>	<b>100%</b>
<b>TOTAL GENERAL FUND REVENUE</b>	<b>126,425,033</b>	<b>3,669,849</b>	<b>125,470,381</b>	<b>99%</b>

\* SchoolCare dental & workers' compensation premium reimbursements from prior year

# 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 2022 Annual Budget

### Water Fund

Full Accrual Budget	\$ 9,941,953
Cash Requirements	\$ 10,377,764

### Sewer Fund

Full Accrual Budget	\$ 19,269,492
Cash Requirements	\$ 21,919,035

## User Rate Structure - Fiscal Year 2022

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	\$4.40
Greater than 10 units	\$5.30

Sewer Fund	
<i>Sewer charges are based on water consumption</i>	
	cost per unit of water
First 10 units	\$14.89
Greater than 10 units	\$16.38

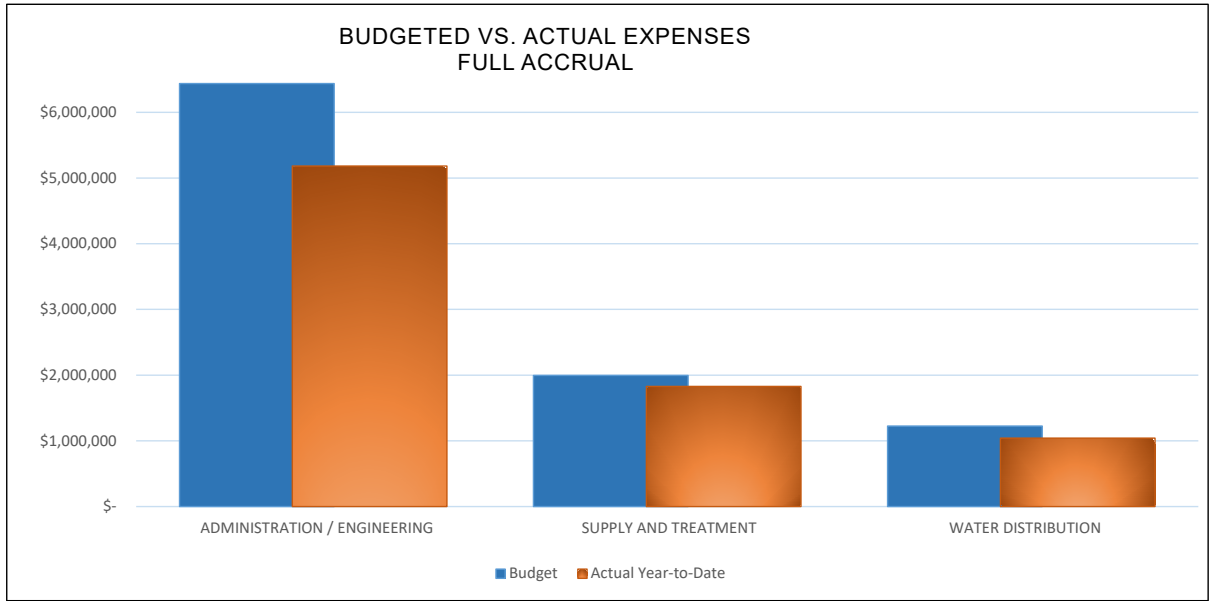
Water Meter Charge	
Meter charges are based on meter size	
<u>Meter Size</u>	<u>Monthly Rate</u>
5/8"	\$4.95
3/4"	\$4.95
1"	\$8.27
1 1/2"	\$14.25
2"	\$22.91
3"	\$36.26
4"	\$68.74
6"	\$120.27
8"	\$168.01
10"	\$252.02

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	\$5.30
Over 10 and up to 20 units	\$10.00
Over 20 units	\$12.34

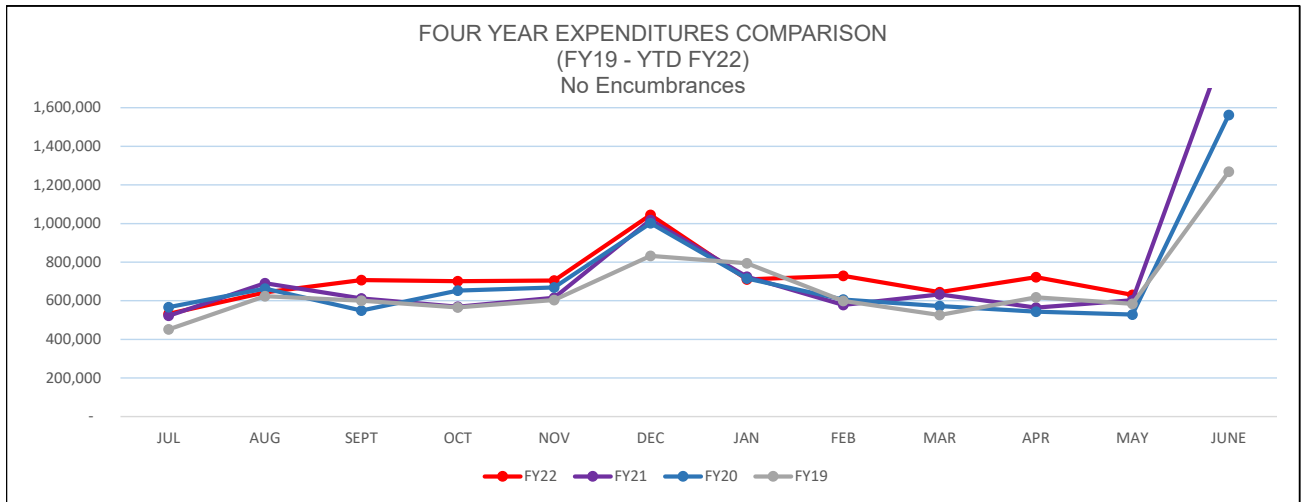
# WATER FUND YTD EXPENSES

**MONTH ENDING May 31, 2022**

**91.7% of Fiscal Year**



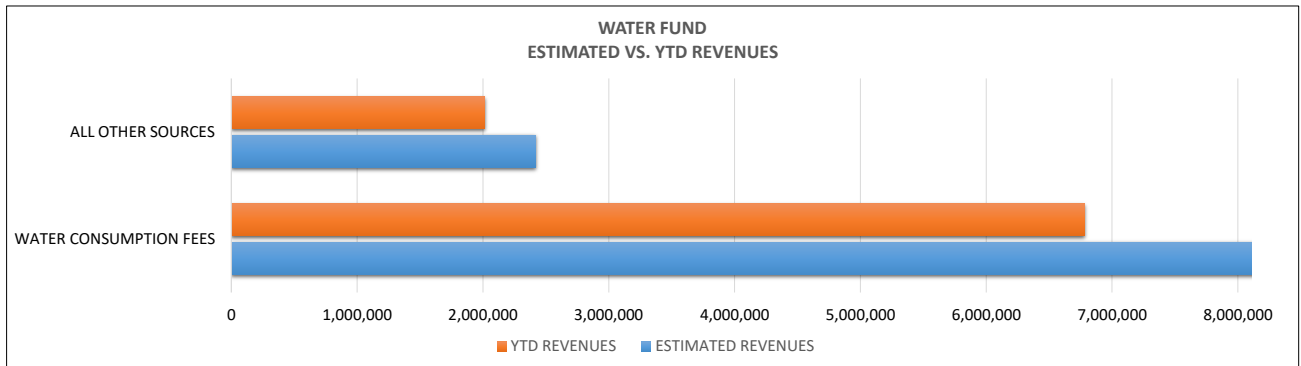
WATER FUND FULL ACCRUAL	APPROPRIATION	PERIOD ENDING	ENCUMBRANCES	ACTUAL + ENC TOTAL	YEAR-TO-DATE BALANCE	% EXPENDED
		May 31, 2022				
ADMINISTRATION / ENGINEERING	6,437,457	397,210	31,143	5,182,756	1,254,701	80.5%
SUPPLY AND TREATMENT	1,995,742	104,719	360,639	1,828,567	167,175	91.6%
WATER DISTRIBUTION	1,226,927	109,705	81,355	1,041,704	185,223	84.9%
AIR FORCE OPERATIONS	281,827	19,192	2,876	180,936	100,891	64.2%
<b>TOTAL</b>	<b>9,941,953</b>	<b>630,826</b>	<b>476,012</b>	<b>8,233,962</b>	<b>1,707,991</b>	<b>82.8%</b>



FISCAL YEAR	JUL	AUG	SEPT	OCT	NOV	DEC
FY22	532,364	642,993	707,475	701,567	704,359	1,044,660
FY21	522,041	690,839	611,459	569,516	615,190	1,018,094
FY20	566,798	663,011	549,566	652,609	668,648	1,001,558
FY19	451,629	623,841	600,496	565,828	604,271	832,357

FISCAL YEAR	JAN	FEB	MAR	APR	MAY	June with YE encumbrances
FY22	710,251	729,304	644,155	722,548	630,826	-
FY21	724,212	578,095	633,016	564,055	602,683	1,970,625
FY20	715,268	606,134	572,540	543,605	528,530	1,562,776
FY19	794,488	599,554	525,873	618,095	584,288	1,268,493

# WATER FUND REVENUES



	ESTIMATED REVENUES	% OF TOTAL	YTD REVENUES	% RECEIVED
WATER CONSUMPTION FEES	8,332,074	75.5%	6,778,643	81.4%
OTHER CHARGES	2,130,253	19.3%	1,877,857	88.2%
OTHER FINANCING SOURCES	287,221	2.6%	130,844	45.6%
AIR FORCE OPERATIONS	281,827	2.6%	157,600	55.9%
CAPITAL CONTRIBUTIONS	0	0.0%	138,661	0.0%
<b>TOTAL</b>	<b>\$ 11,031,375</b>	<b>100.0%</b>	<b>\$ 9,083,605</b>	<b>82.3%</b>

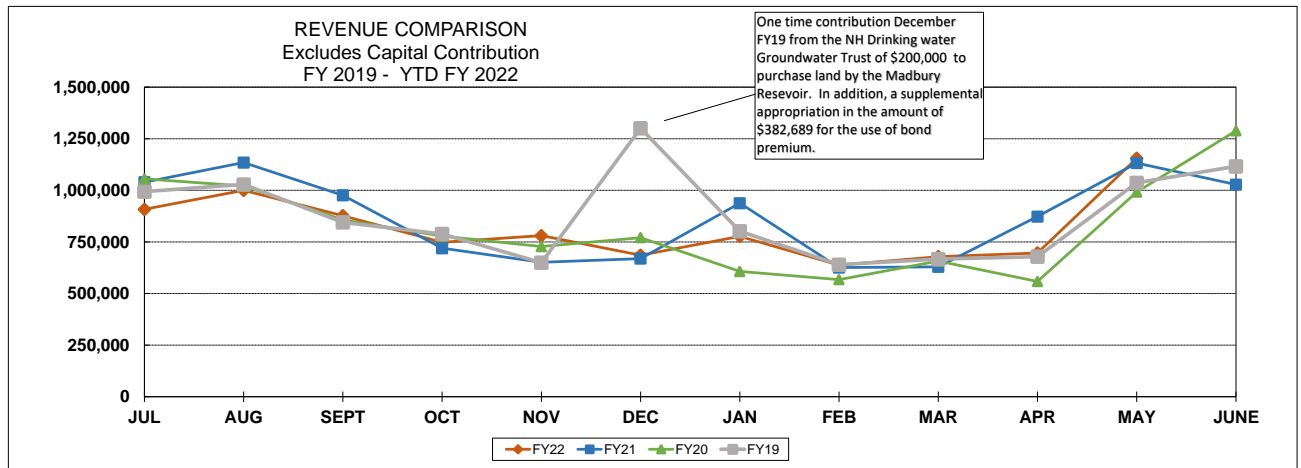
*Water Consumption Fees* : Revenues based on water consumption

*Other Charges* : Meter fees, hydrant rental, utility revenue, fire services, job worked, backflow testing, capacity use surcharge

*Air Force Operations* : Air Force reimbursement for operations at Pease Well

*Other Financing Sources* : Interest on investments, interest only for special agreements

*Capital Contributions* : Contributions for capital projects from other governments or private entities



FY19	1,771,085
FY20	6,724,550
FY21	4,509,394
FY22YTD	138,661
<b>Total to date</b>	<b>\$13,143,690</b>

FY20 YTD	\$52,000
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FY	JUL	AUG	SEPT	OCT	NOV	DEC
FY22	908,170	1,000,215	876,810	748,344	780,507	685,424
FY21	1,039,610	1,134,800	976,295	719,864	651,344	669,554
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

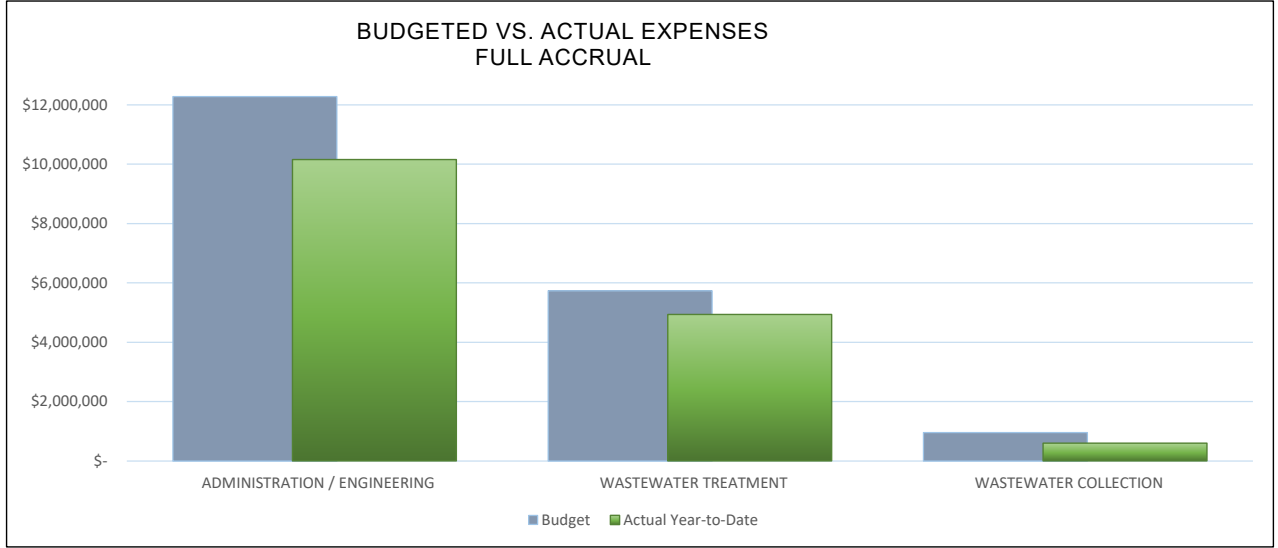
FY	JAN	FEB	MAR	APR	*MAY	JUNE
FY22	777,293	637,638	678,790	696,675	1,155,078	-
FY21	937,927	625,918	629,359	873,036	1,132,429	1,027,833
FY20	606,941	567,523	657,476	558,450	991,948	1,288,540
FY19	801,873	639,863	666,901	678,537	1,036,551	1,116,114

\*Estimated

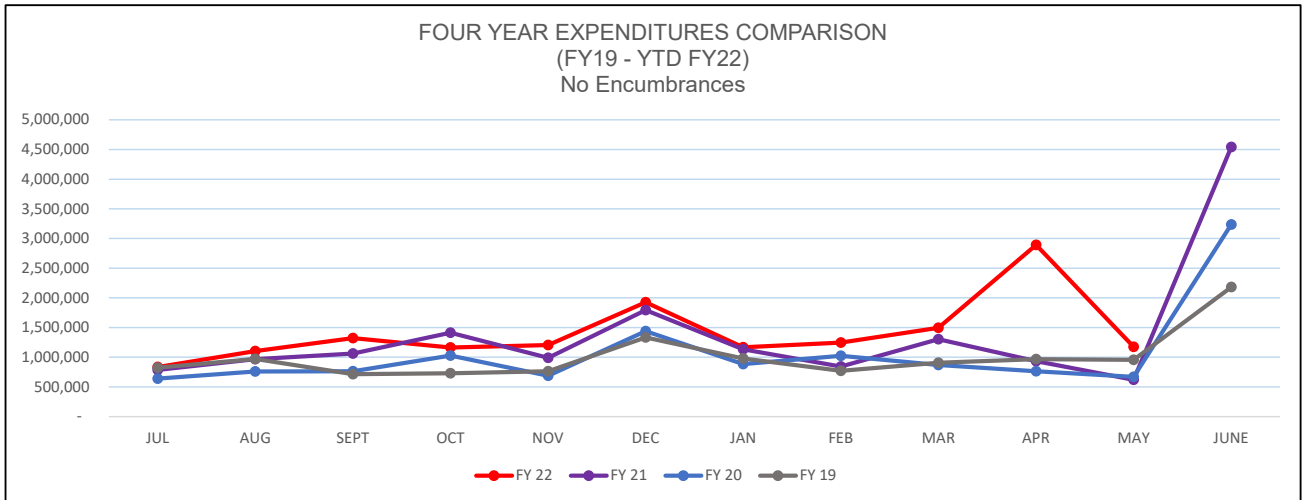
# SEWER FUND EXPENSES

**MONTH ENDING May 31, 2022**

**91.7% of Fiscal Year**



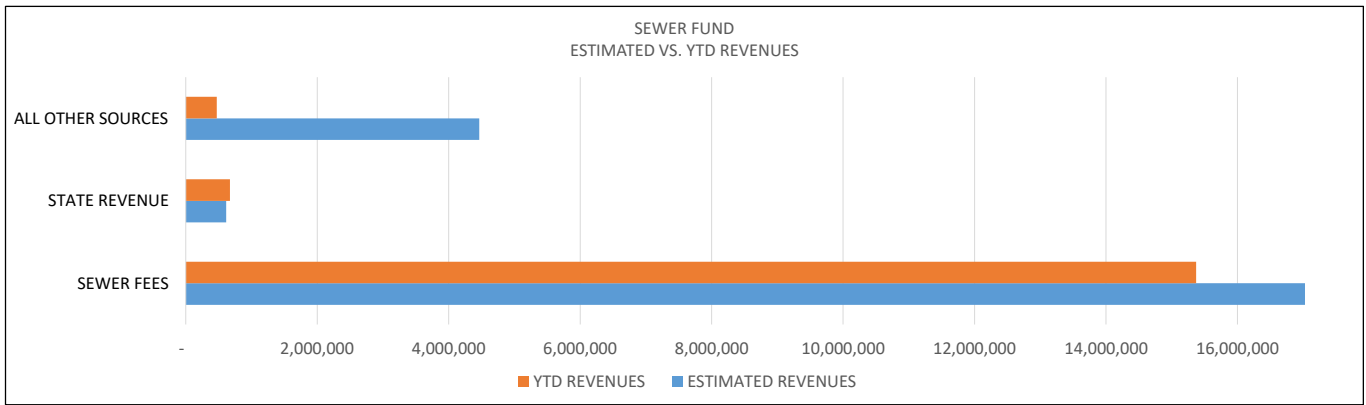
SEWER FUND FULL ACCRUAL	APPROPRIATION	PERIOD ENDING May 31, 2022	ENCUMBRANCES	ACTUAL + ENC TOTAL	YEAR-TO-DATE BALANCE	% ENC/EXPENDED
ADMINISTRATION / ENGINEERING	12,272,589	656,026	113,330	10,153,150	2,119,439	82.7%
WASTEWATER TREATMENT	5,728,681	436,634	289,514	4,934,138	794,543	86.1%
WASTEWATER COLLECTION	956,229	55,363	35,197	598,292	357,937	62.6%
TRANSFER TO STORMWATER	311,993	25,999	-	285,994	25,999	91.7%
<b>TOTAL</b>	<b>19,269,492</b>	<b>1,174,023</b>	<b>438,041</b>	<b>15,971,574</b>	<b>3,297,918</b>	<b>82.89%</b>



FISCAL YEAR	JUL	AUG	SEPT	OCT	NOV	DEC
FY 22	834,494	1,105,050	1,321,002	1,164,501	1,205,444	1,924,996
FY 21	785,364	968,571	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

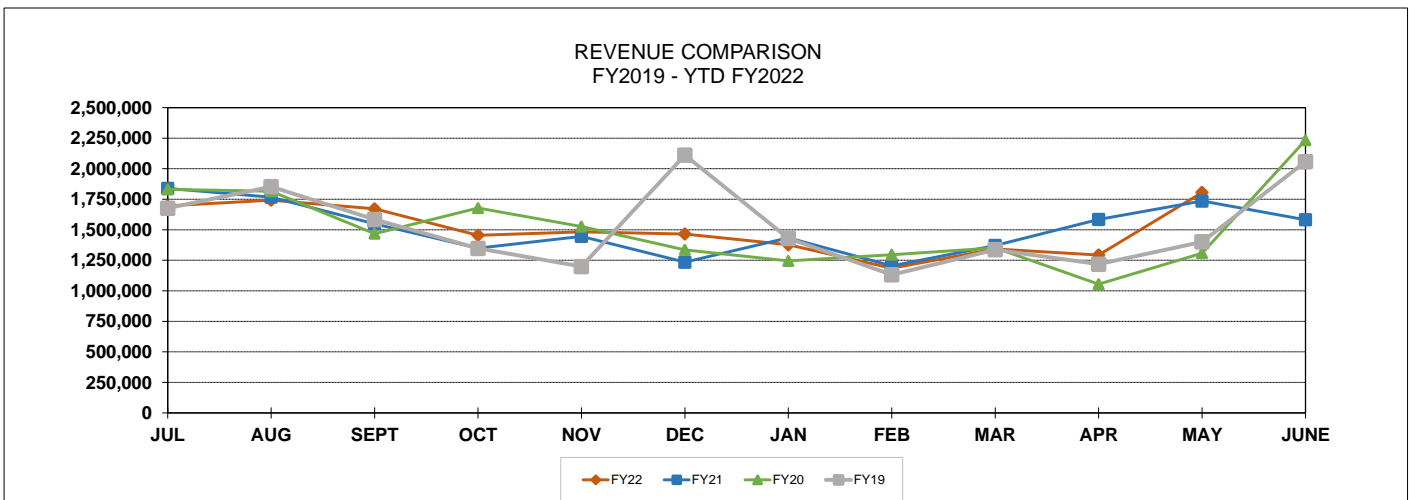
FISCAL YEAR	JAN	FEB	MAR	APR	MAY	JUN
FY 22	1,166,723	1,248,825	1,496,274	2,892,203	1,174,023	-
FY 21	1,132,271	843,146	1,304,790	935,490	620,241	4,541,478
FY 20	885,513	1,022,676	871,311	764,822	670,804	3,236,162
FY 19	977,718	770,846	907,578	968,706	957,892	2,181,155

## SEWER FUND REVENUES



Sewer Fund Estimated and Year-to-Date Revenues				
	ESTIMATED REVENUES	% OF TOTAL	YTD REVENUES	% RECEIVED
SEWER FEES	17,114,440	77.1%	15,371,563	89.8%
OTHER CHARGES	313,000	1.4%	267,581	85.5%
STATE REVENUE	615,161	2.8%	672,292	109.3%
OTHER FINANCING SOURCES	4,152,141	18.7%	204,101	4.9%
<b>TOTAL</b>	<b>22,194,742</b>	<b>100.0%</b>	<b>16,515,537</b>	<b>74.4%</b>

- Sewer Fees:** Sewer charges based on water consumption
- Other Charges:** Septage, permits, and capacity use surcharge
- State Revenues:** State Aid Grants
- Other Financing Sources:** Interest on investments and special agreements



FY	JUL	AUG	SEPT	OCT	NOV	DEC
FY22	1,695,881	1,742,764	1,671,056	1,455,091	1,482,564	1,465,042
FY21	1,838,919	1,767,116	1,548,572	1,349,307	1,446,022	1,234,782
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

FY	JAN	FEB	MAR	APR	*MAY	JUNE
FY22	1,377,417	1,185,113	1,342,541	1,292,880	1,805,188	-
FY21	1,433,678	1,204,418	1,371,239	1,584,731	1,735,757	1,582,257
FY20	1,244,717	1,295,534	1,352,001	1,054,697	1,308,682	** 2,233,567
FY19	1,429,664	1,131,558	1,336,916	1,218,039	1,401,056	2,058,078

\*Estimated

\*\*FY20 Revenues do not include adjustment for loss on disposal of assets

# PARKING AND TRANSPORTATION FUND

**MONTH ENDING May 31, 2022**

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

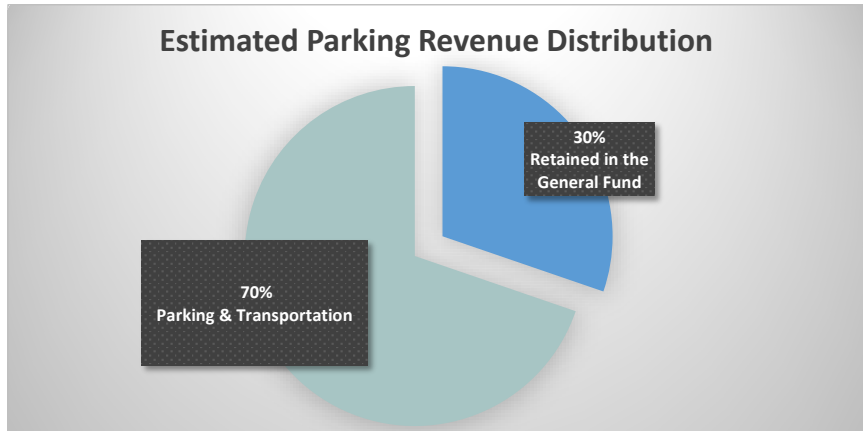
Parking Revenues in excess of Parking and Transportation operations are reported in the General Fund.

The pie graph below displays the distribution of revenues between the General and Parking & Transportation Funds.

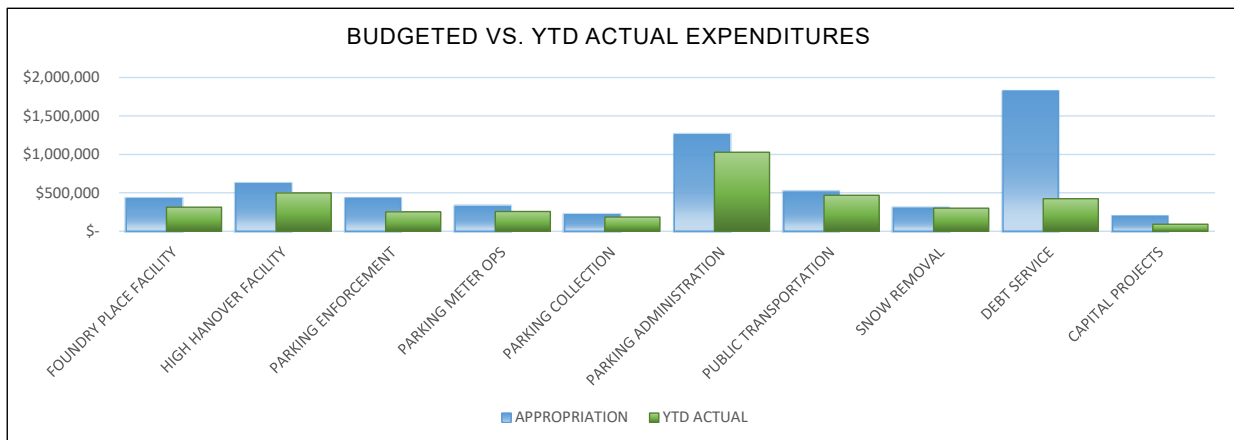
Estimated Revenues from Parking related fees are estimated for FY22 to be \$ 7.9 million.

30% 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	% Enc/Expended
		ENDING May 31, 2022				
FOUNDRY PLACE FACILITY	424,797	24,436	700	313,754	111,043	73.9%
HIGH HANOVER FACILITY	619,411	45,427	1,302	499,610	119,801	80.7%
PARKING ENFORCEMENT	428,618	25,618	27,664	280,092	148,526	65.3%
PARKING METER OPS	321,333	28,009	43,014	299,939	21,394	93.3%
PARKING COLLECTION	215,078	16,358	-	184,739	30,339	85.9%
PARKING ADMINISTRATION	1,252,581	81,925	550	1,028,451	224,130	82.1%
PUBLIC TRANSPORTATION	510,344	10,917	22,051	490,156	20,188	96.0%
PARKING ENGINEERING	169,413	20,164	-	-	169,413	0.0%
SNOW REMOVAL	300,000	-	-	300,000	-	100.0%
DEBT SERVICE	1,823,813	-	-	423,406	1,400,407	23.2%
CAPITAL PROJECTS	195,000	81,051	49,807	141,026	53,974	0.0%
CONTINGENCY	197,000	2,083	-	84,309	112,691	42.8%
<b>TOTAL</b>	<b>6,457,388</b>	<b>335,988</b>	<b>145,088</b>	<b>4,045,483</b>	<b>2,411,905</b>	<b>62.6%</b>