Celebrating

City Services



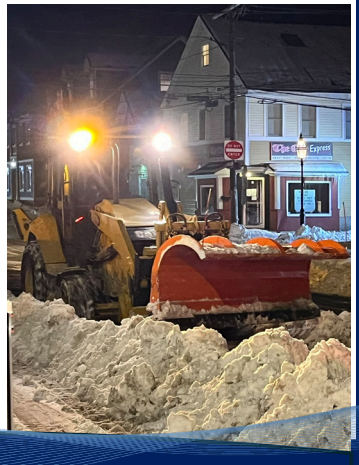













City of Portsmouth, New Hampshire

Fiscal Year 2026 Proposed Annual Budget

July 1, 2025 - June 30, 2026

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City of Portsmouth, New Hampshire
Proposed Annual Budget 2025-2026

Directory of Officials

City Council

Deaglan McEachern, Mayor
JoAnna Kelley, Assistant Mayor

John Tabor
Kate Cook
Josh Denton
Rich Blalock
Andrew Bagley
Beth Moreau
Vincent Lombardi

Board of Education

Nancy Novelline Clayburgh, Chair
Brian French, Vice Chair
Patricia "Tish" Campbell
Christiana "Pip" Clews
Byron Matto
David "Leigh" Hudson
Kerry Nolte
Lisa Rapaport
Genevieve Becksted Muske

Police Commission

Kate Coyle, Chair
Buzz Scherr
Francesca Marconi Fernald

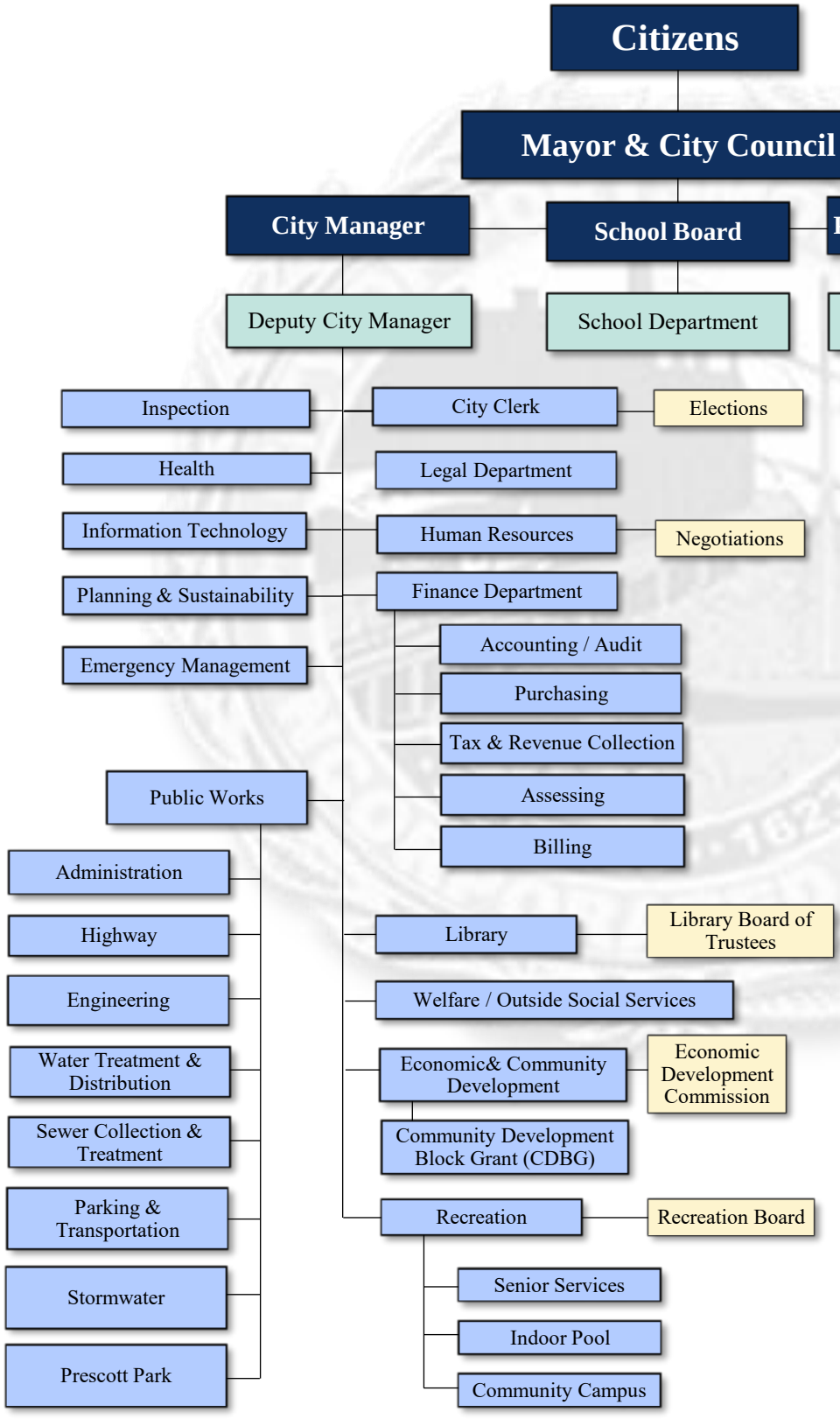
Fire Commission

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

Principal Executive Officers

Karen Conard, City Manager
Nathan Lunney, Deputy City Manager – Finance and Administration
Carl Weber, Deputy City Manager
Sean Clancy, Assistant City Manager for Economic and Community Development
Zach McLaughlin, Superintendent
Mark Newport, Police Chief
William McQuillen, Fire Chief
Kelly Harper, Human Resources Director
Kelli Barnaby, City Clerk
Susan Morrell, City Attorney
Ryan Babcock, Chief Information Officer
Andrew Purgiel, Deputy Finance Director
Michael Tucker, Deputy Finance Director
Rosann Maurice-Lentz, Assessing Director
Amy Wentworth, Revenue Administrator
Peter Britz, Planning & Sustainability Director
Shanti Wolph, Inspections Director
Kimberly McNamara, Health Officer
Peter Rice, Director of Public Works and Facilities
Christine Friese, Library Director
Todd Henley, Recreation Director
Jodi Carnes, Welfare Director

City of Portsmouth, New Hampshire
Citywide Organizational Chart



City Boards and Commissions

- Arts & Cultural Commission
- Audit Committee
- Building Code Board of Appeals
- Cable and Broadband Internet Commission
- Cemetery Committee
- Citizens Advisory Committee
- Citywide Neighborhood Committee
- Conservation Commission
- Demolition Committee
- Economic Development Commission
- Fee Schedule Study Committee
- Governance Committee
- Historic District Commission
- Historical Archives, Blue Ribbon Task Force
- Housing Authority
- Housing Blue Ribbon Committee
- Legislative Subcommittee
- Library Trustees, Board of
- Municipal Building Blue Ribbon Committee
- Parking and Traffic Safety Committee
- Planning Board
- Portsmouth Energy Advisory Committee
- Portsmouth Housing Endowment Fund Board
- Prescott Park Master Plan Implementation Committee
- Public Art Review Committee
- Recreation Board
- Rockingham Metropolitan Planning Organization (MPO)-Technical Advisory
- Rockingham Planning Commission
- Safe Water Advisory Group
- Sister and Friendship Cities Blue Ribbon Committee
- Site Review Technical Advisory Committee
- Sustainability Committee
- Trees & Public Greenery Committee
- Trustees of Trust Fund, Board of
- Zoning Board of Adjustment

GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

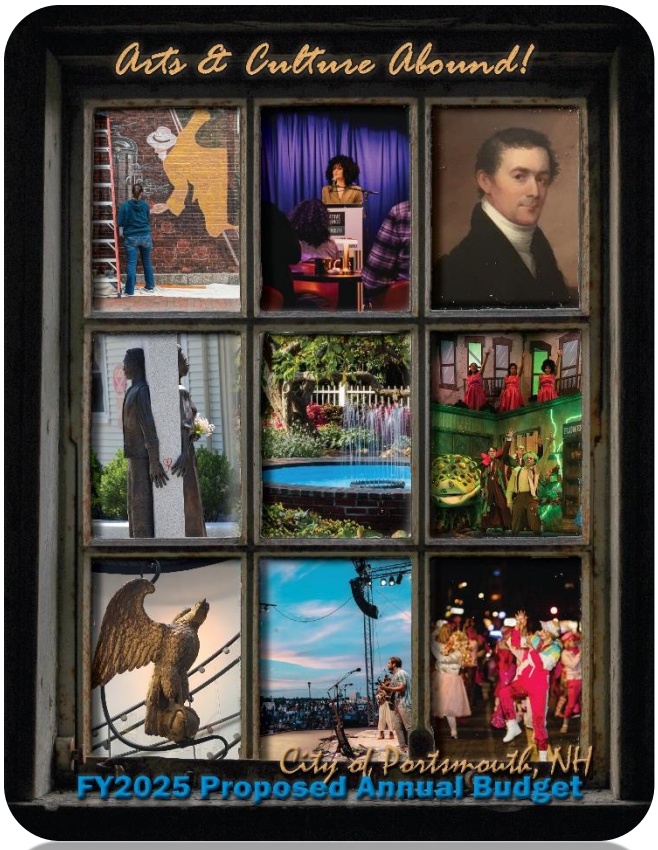
City of Portsmouth
New Hampshire

For the Fiscal Year Beginning

July 01, 2024

Christopher P. Morrill

Executive Director

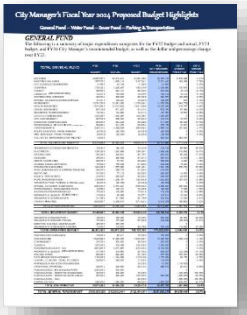


The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to The City of Portsmouth, New Hampshire for its annual budget for the fiscal year beginning July 1, 2024. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

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

How to Read the Budget

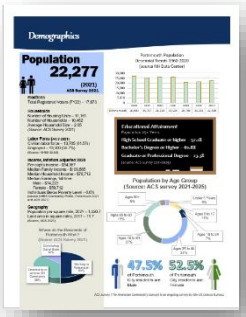
(Where To Find The Information You Need)



- **Budget Message & Budget Highlights** – The first significant section of the proposed Budget document is the City Manager's Budget Message followed by the Budget Highlights Section. This is an important introduction to help in understanding the budget challenges, operational changes, and the City's financial plan Citywide.

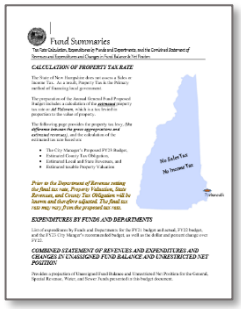
- **Strategic Planning/Goals & Initiatives** – This section shares the City's mission, vision, and strategic goals. Each goal is identified with an icon that is presented throughout the Budget document, linking Department goals and objectives back to the strategic planning documents.

- **Citywide Recognitions & Accomplishments** – This section provides information on City awards received and major City project accomplishments from the prior fiscal year.



- **Community Profile & Economic Indicators** – This section provides the reader with an understanding of the City's statistics, including demographic data, economic indicators, tax and assessing information along with the City's overall unique economic profile.

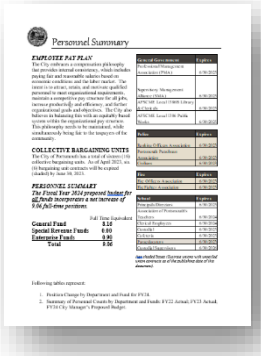
- **Budget Document & Budget Process** – This section provides a breakdown of the Budget document, including major fund information, Budget process, and the Budget calendar.



- **Fund Summaries** – This section features the Tax Rate calculation for the FY24 Budget, FY25 Budget, and the Proposed FY26 Budget, along with expenditures by Funds and Departments for the General Fund, Enterprise Fund, and Special Revenue Funds.

- **Financial Policies & Guidelines** – This section includes the City's Financial Policies and Long-Term Financial Guidelines, with which the preparation of the annual budget and financial statements acts in accordance.

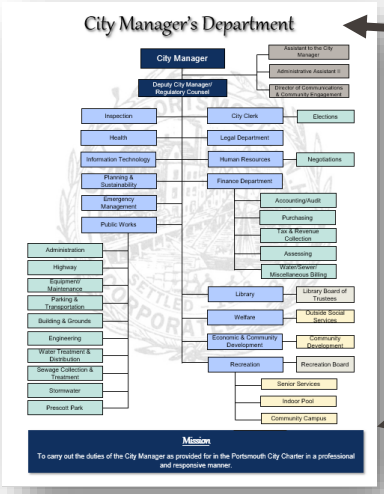
- **Revenues** – This section provides the reader with a better understanding of all City and applicable State revenues and illustrates major revenue trends.



- **Debt Service** – This section provides a detailed long-term debt service forecast model and computation of legal debt margin for current and projected bonds and State Revolving Fund (SRF) loans Citywide.

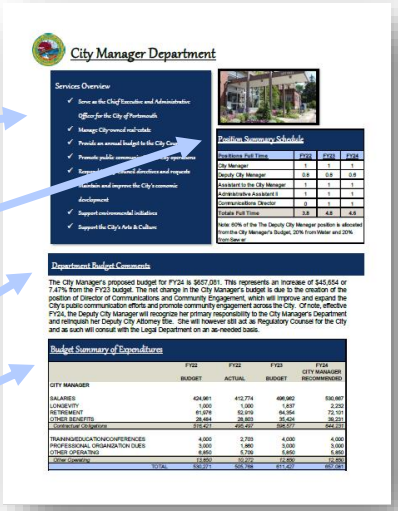
- **Personnel Summary** – This section features a summary of Citywide positions and full-time equivalents (FTEs) by Department and details position changes in the FY26 Proposed Budget. Also provided is a list of all positions that are allocated over multiple Departments and Funds.

- **City Departments** – Each Department includes an organizational chart, services provided, budget summary of expenditures, personnel information, line-item detail, goals & objectives, and performance measurements.
  (Look at What You Can Find in Each Department's Budget Section)



Department Organizational Chart

Department Mission Statement

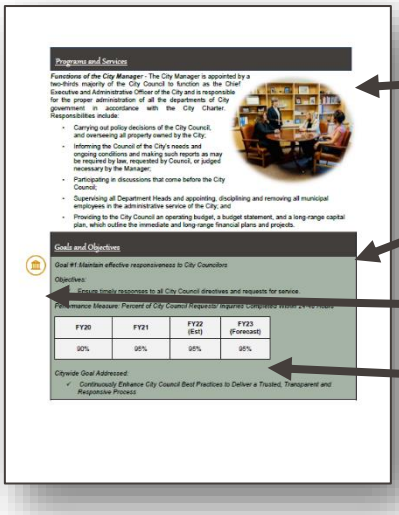


A list of services offered by the Department

A personnel headcount for that department for:
- Last fiscal year (FY24)
- Current fiscal year (FY25)
- Next (proposed) fiscal year (FY26)

Overview of the Department's budget

A summary of the Department's Budgeted Expenditures
(Where the money will be spent)



A detailed listing of the Department's current programs and services

Department goals & objectives

Citywide Goal(s) Addressed by this Department Goal

Corresponding Performance Measure (to each Department Goal)

- **Appendices** – This section contains 6 Appendices: I) Rolling Stock Replacement Program; II) Capital Improvement Plan Summary of long-term planning for major capital needs; III) Fee Schedule which is adopted annually; IV) Format of Accounts; V) Glossary and Acronyms; and VI) Budget Exercise.

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City of Portsmouth, New Hampshire

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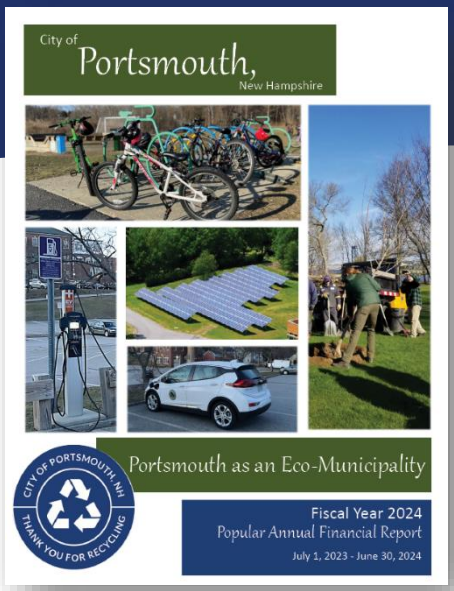
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Where to Find Important City Tools or Documents on PortsmouthNH.gov



City of Portsmouth

- Municipal Meetings Calendar
  portsnh.co/munical
- Community Events Calendar
  portsnh.co/events
- Municipal Government Video Channel
  portsnh.co/youtube
- Stay Informed
  portsnh.co/connect

Finance Department

- Current and Past Budget Documents
  portsnh.co/budgets
- FY24 Annual Comprehensive Financial Report
  portsnh.co/acfr24
- FY24 Popular Annual Financial Report (PAFR)
  portsnh.co/pafr24
- Online Bill Payments
  portsnh.co/paybill

Public Works Department

- Citywide Projects Page
  portsnh.co/projects
- See Click 'n' Fix
  portsnh.co/clickfix
- Seasonal Construction Impacts
  portsnh.co/seasonalconstruction

Department of Public Works - Parking Division

- Parking
  portsnh.co/parking
- Snowstorm Parking
  portsnh.co/snowimpacts

Planning Department

- Capital Improvement Plan 2026-2031
  portsnh.co/cip
- Quality of Life Documents
  portsnh.co/qualitylife

Visit PortsmouthNH.gov for these services:

- ✓ Pay your parking ticket, water, sewer, or property tax bill. You can renew your motor vehicle registration, or a dog license, and make a donation at:
  portsnh.co/paybill
- ✓ Report an issue to the Department of Public Works at
  portsnh.co/clickfix
- ✓ Get a permit online at
  portsnh.co/permit
- ✓ Research property values at
  portsnh.co/visiongis
- ✓ View 3D maps of the City through
  portsnh.co/mapgeo
- ✓ Sign up for the City Newsletter, follow us on social media, and much more at
  portsnh.co/connect

If you are looking for physical copies of:

- The Proposed Budget;
- Capital Improvement Plan (CIP);
- Annual Comprehensive Financial Report (ACFR); or
- Popular Annual Financial Report (PAFR);

you can find them at the City Clerk's Office or in the Reference Section of the Public Library.

City of Portsmouth

City Hall, One Junkins Avenue
Portsmouth, New Hampshire 03801
kconard@portsmouthnh.gov
(603) 610-7201

Karen S. Conard
City Manager

To: Honorable Mayor Deaglan McEachern and City Council Members

From: Karen S. Conard, City Manager

Date: April 28, 2025

Re: Fiscal Year 2026 Budget Message

Pursuant to Article VII of the City Charter, I am pleased to present the Fiscal Year 2026 (FY26) Proposed Budget for all appropriated City Funds which include General, Water, Sewer, Stormwater, Parking & Transportation, Prescott Park, Community Campus, Indoor Pool, and Community Development. This document also includes the City's FY26 Rolling Stock Replacement Program, a summary of the Capital Improvement Plan, the FY26 Fee Schedule, Citywide goals and accomplishments, and an outline of priorities for the coming year.

The budget theme this year is dedicated to celebrating City services provided by our dedicated and talented staff members as we uphold the City's proud tradition of delivering high-quality services to our residents, businesses, and visitors. This includes public safety, emergency assistance, education, solid waste and recycling collection, road maintenance, and other essential daily operations, along with the continued robust library and recreation offerings. As a means to provide context and insight into our daily operations, we have added a "Did You Know?" section to each departmental narrative. As stated in our Mission Statement, our primary goal is to preserve and enhance the quality of life for Portsmouth's citizens by providing top-tier services with an emphasis on safety, sustainability, preservation, culture, wellness, and diversity.

The continued implementation of long-term financial policies and planning, put into place decades ago, continues to play an integral part in our ability to navigate challenges in the economy and in the financial market, and set us up for financial success in the years to come. The City continues to maintain a strong financial position, demonstrated by our fiscal stability and maintenance of our AAA bond rating by Standard & Poor's (S&P) rating agency. In their summary from June 2024, awarding the City's 12th consecutive AAA rating, S&P cited the City's strong "very strong management and economic profile, which it thinks will likely continue to support positive financial operations, resulting in the continued maintenance of high reserves." They attributed FY23's "positive results to conservative budgeting, which led to higher-than-expected revenue and lower expenditures."

Strategic Planning

The City Council held a retreat in February 2024 to set their goals for the two-year term and identified their five priorities as follows:

- Enhance the supply of housing choices, especially the supply of below-market rate housing options.
- Integrate sustainability, resilience, and climate change mitigation actions throughout City government and community.
- Invite and engage the entire community, especially those traditionally unreached, to increase participation and transparency in government.
- Support the needs of residents, businesses, nonprofits, arts and cultural institutions by leveraging City and local resources.
- Explore opportunities to support all modes of transportation options.

Progress toward these goals will likely include:

- Robust community engagement and efforts to craft the 2035 Master Plan;
- Tangible, meaningful deliverables from the Housing Blue Ribbon Committee in recognition of its mission to expand below-market rate housing by 500 units;
- Continued creative community engagement, including a revisioning of public dialogue to hear from those traditionally unreached;
- Encouragement of, support for, and promotion of implementation items within the Climate Action Plan – from the municipal side and the community at large;
- Continued work to upgrade to "greener" participation in Portsmouth Community Power;
- Continued support for the Arts & Cultural Commission, with implementation of items addressed in the 2024 Cultural Plan; and
- Completion of the Market Square Master Plan and Bicycle & Pedestrian Plan Update.

Please see details in the **Strategic Planning, Citywide Goals, and Initiatives** section.

The Budget Environment: FY25 Recap and Impacts for FY26

The adopted FY25 budget included the continued, conservative, and deliberate restoration of planned investments in our infrastructure, rolling stock, and information technology upgrades and replacements while sustaining essential municipal services. With the budget guidance that total expenditures not increase more than 3.5-4.5%, with no additional headcount unless the positions were self-funded, we submitted a budget that met the guidance, responsibly allocated resources, maintained the expected levels of services, and continued our practice to protect the City's strong financial position. The final FY25 adopted budget of $144,861,347 (representing a net increase of 4.5%) added 0.32 FTEs through a series of position changes and reallocations in the Finance, Inspection, Public Works, Planning & Sustainability, and School Departments.

As we prepare for FY26, we continue to face inflationary pressures affecting materials, construction, wages, and utility costs. There is mounting fiscal pressure and uncertainty at both the State and federal levels, affecting potential funding in the areas of education, public safety,

library services, and climate action and resiliency work among others. At the time of this publication, we are in active negotiations with eight of the City's 16 collective bargaining units. In addition, we must absorb increases in health insurance, workers' compensation, and other contractual obligations.

General Fund FY26 Proposed Budget

Following the January 2025 budget work session, the City Council provided the budget guidance that total expenditures should not increase more than 2.9%, with no additional headcount unless the positions are self-funded. There was initial guidance of no more than 3.5%, which prompted a discussion relative to inflation indicators. Some wished to see a zero-increase budget, while others mentioned tying the City's budget increase to that mirroring the Social Security Index increase of 2.5%. The City's benchmark of the 10-year rolling average of the CPI-U (currently at 2.84%) was also considered, ultimately leading to the vote taken by the Council supporting a 2.9% increase over prior year spending.

In the process of subsequent budget development, City administrators identified two measurable budget items driven by State and federal mandates that add up to a 1% budget increase by themselves. The Welfare Department, as directed by State statute, provides direct assistance to residents in need of emergency shelter, food, and other support. The total projected cost of assistance will grow by more than $112,000 in FY26. The School Department projects roughly $1.3 million in special education cost increases for out-of-district placements of Portsmouth students. Those placements are directed by the Individualized Education Program (IEP) of each student, which is developed by a team of educators, specialists, and parents. Together these two mandated cost increases total over $1.4 million for FY26. With the first 1% of budget increase identified, we are committed to restricting the remaining budget increase, including contingency for ongoing collective bargaining costs, to the 2.5% Social Security Index benchmark or less.

Working closely across departments to prioritize their needs to continue essential services while facing both familiar and new economic pressures, we have honored the objective to submit a budget that meets the City Council's guidance, responsibly utilizes resources, maintains current services, and protects the City's strong financial position, while reducing the total headcount by over 15 FTEs. As a result, the FY26 Proposed Budget, both Operating and Non-Operating, is presented at $149,894,940, a net increase of $5,033,593 or 3.47%.

FY26 PROPOSED TOTAL BUDGET	FY25 BUDGET	FY26 PROPOSED BUDGET	$ CHANGE FROM FY25	% CHANGE FROM FY25
Operating	$118,554,293	$123,291,398	$4,737,105	4.00%
Non-Operating	$26,307,054	$26,603,542	$296,488	1.13%
Total Proposed Budget	**$144,861,347**	**$149,894,940**	**$5,033,593**	**3.47%**

Operating Budget Highlights

The total Operating Budget, which represents 82% of the total budget, is $123,291,398. This is an increase of $4,737,105 or 4.00% over FY25. The Operating Budget finances the services provided by the General Government, Police, Fire, and School Departments as well as General Fund obligations to the Indoor Pool, Prescott Park, and Community Campus.

FY26 PROPOSED OPERATING BUDGET	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED BUDGET	$ CHANGE FROM FY25	% CHANGE FROM FY25
General Government	$26,470,064	$26,664,357	$194,293	0.73%
Police Department	14,586,704	14,910,638	323,934	2.22%
Fire Department	12,507,527	12,868,512	360,985	2.89%
School Department	64,061,713	65,915,610	1,853,897	2.89%
Collective Bargaining Contingency	-	1,990,000	1,990,000	N/A
Total of Departments	**$117,626,008**	**$122,349,117**	**$4,723,109**	**4.02%**
Transfer to Indoor Pool	200,000	200,000	-	0.0%
Transfer to Prescott Park	262,930	271,370	8,440	3.2%
Transfer to Community Campus	465,355	470,911	5,556	1.2%
Total Other	$928,285	$942,281	13,996	1.5%
TOTAL OPERATING	**$118,554,293**	**$123,291,398**	**$4,737,105**	**4.00%**

Salaries and Benefits – The proposed salaries and benefits portion of the budget for General Government, Police, Fire, and School Departments is $101,868,049, which represents an increase of $2,832,958 or 2.86% over FY25. Cost drivers are outlined below.

- Health and Dental (4.9% overall), Workers' Compensation (5.5%), and New Hampshire Retirement (-2.1%)
- A reduction in Personnel of net 15.11 FTEs, which includes a reduction of 10.71 in General Fund positions (see detail in **Personnel Summary** section of this document) as follows:
  - Finance – allocating the salary of one FTE to 50% Water and 50% Sewer
  - Human Resources – delaying the upgrade of the Benefits Specialist to Deputy Human Resources Director by six months
  - Information Technology – addition of a Cybersecurity Analyst
  - Library – unfunding one Library position following a planned retirement
  - Legal – increasing one part-time paralegal to full-time, increasing the hours of one part-time legal assistant from 25 to 30 hours, and delaying the hire of a Prosecutor position for six months
  - Police – unfunding three (3) patrol officers and one (1) dispatcher
  - School – reducing a net of 5.11 FTE including multiple teacher positions with offsetting additions of paraeducator and administrative supports

As mentioned above, eight of the City's 16 collective bargaining units all have contracts which expire June 30, 2025. As such, there is collective bargaining contingency included in this proposed budget. Cost of Living Adjustments (COLAs) vary by bargaining unit; the 10-year rolling average of the Consumer Price Index is 2.84% and is the number associated with a majority of the contracts.

The New Hampshire Retirement System (NHRS) employer contribution rates for FY26 will be reduced by the amounts in the table below.

RETIREMENT-EMPLOYER CONTRIBUTION RATES				
	FY25 Rates	FY26 Rates	Rate Change	% Change
GROUP I				
Employees	13.53%	12.75%	-0.78%	-5.8%
Teachers	19.64%	19.23%	-0.41%	-2.1%
GROUP II				
Police	31.28%	30.95%	-0.33%	-1.1%
Fire	30.35%	29.15%	-1.20%	-4.0%

Investment Interest Rate Assumptions

The City's prudent investment strategy, coupled with conservative assumptions in interest rates, have directly resulted in a favorable increase in anticipated revenue. Interest revenue projections for FY26 remain consistent with the FY25 budget.

Non-Operating Budget Highlights

For FY26, the proposed non-operating budget is $26,603,542. This is an increase of $296,488 or 1.13% from FY25. Approximately 75.3% includes the continued investment in the City's program and infrastructure needs, as identified in the CIP through Debt Service, Capital Outlay, and IT Equipment Replacement. The remaining 24.7% includes Rockingham County tax, property & liability coverage, and the interest expense related to overlay.

Use of American Rescue Plan Act (ARPA) Funds

In 2021, the City was awarded a one-time allocation of $12.88 Million in ARPA funds. As of the December 31, 2024 deadline, 100% of the City's allocation has been obligated. As of the date of this writing, approximately $11.2 Million of the funds have been expended. The deadline to expend all ARPA funds is December 2026.

Estimated Revenues

Estimated revenues, excluding Property Tax levy, and use of fund balance are estimated to result in a net increase of $1,136,505 or 3.8% over FY25 for a total of $30,889,010. Major estimated changes in revenue include:

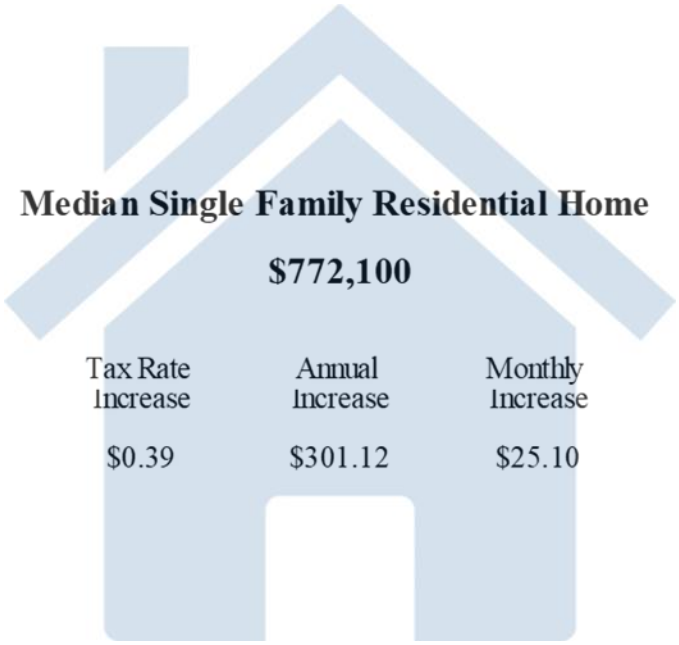
- $124,000 decrease in PDA Airport District
- $475,000 increase in total local fees, licenses and permits
- $300,000 increase in motor vehicle permits
- $100,000 increase in ambulance fees

Use of Fund Balance

Each year, the City utilizes Fund Balance to help mitigate the effect on property taxes. For FY26, I propose to use $3.7 million from Fund Balance. Historically, the City has used an average of approximately $3.7 million over the last eight years. See further details in the Highlights Section of this document.

Estimated Tax Rate

We recognize that taxpayers expect and deserve a high level of City services. With the budget as presented, this will result in an *estimated* tax rate of $11.57, which represents an increase of $0.39 or 3.49% over FY25.



The estimated tax rate would result in an annual increase of $301.12 or $25.10 per month for the median single family residential home valued at $772,100.

Please note *that the tax rate is set by the New Hampshire Department of Revenue Administration (DRA) in the Fall, once all State revenues, property valuations, and County tax obligations are finalized. The City typically announces the final tax rate for the Fiscal Year in November and issues tax bills for the first half of the Fiscal Year due in December.*

Water and Sewer Enterprise Funds

The Water and Sewer Divisions are strongly impacted by the capital costs associated with federal and State regulatory issues and the ongoing need to upgrade and maintain infrastructure. The City's comprehensive rate model, first implemented in Fiscal Year 2014, created a financial plan to address the current and future major capital requirements while mitigating unexpected spikes in the user rates. *For more detail on the rate study and description of services budgeted, see the Water and Sewer Enterprise Fund sections of this document.*

Water and Sewer User Rates for Fiscal Year 2026

Water Division – **The FY26 user rates for water consumption reflect a 9% increase over FY25 rates**. For comparative purposes, the FY25 rate increase was 6%. Due to inflation which continues to force major increases in chemical, material, and project costs, as well as pending costs associated with EPA's Lead and Copper Rules and new PFAS regulations, we need to go above and beyond the typical increase as suggested by the rate model in order to provide

additional financial support for water operations. The City continues its proactive, conservative approach in planning for water source protection and interconnection.

Sewer Division – **The FY26 user rates for Sewer, based on water consumption, reflect a 4% increase over FY25 rates**. This compares to a 5% increase in FY25. While similar to the increase seen in the Water Division, the Sewer Division has seen slightly less financial impact in its ability to manage inflation and corresponding increases in chemical, material, and project costs. This rate increase also forecasts future costs associated with the Pease Wastewater Treatment Facility and Mechanic Street Pump Station upgrades.

With the ever-increasing State and federal regulatory compliance requirements, and our advancements in water and sewer treatment technology, the City's higher standard of treatment both for public drinking water and for the discharge of wastewater results in expenditures greater than older technologies. More materials, chemicals, and technicians are required and there are higher utility elements and associated costs.

Conclusion

The FY26 Proposed Budget combines years of intentional, long-term financial planning with our continued consideration for appropriate, measured management responses to opportunities and challenges. It remains my privilege to lead a City that has achieved solid ratings in the financial realm and the enduring support of our residents and businesses, as we strive to implement creative, effective, and efficient solutions designed to keep the City vibrant and fiscally strong.

We have much to be proud of in the City of Portsmouth. The recognition, awards, and accolades received in the last year are a testament to our continued desire for excellence. Please review the Citywide Recognitions & Accomplishments section of this Budget document to learn more about the exemplary work achieved by my esteemed colleagues - your loyal and dedicated City staff.

I would like to offer heartfelt thanks to the entire Finance team, led by Deputy City Manager – Finance & Administration Nathan Lunney. This effort would not be possible without the important contributions from all Department Heads. On behalf of the entire organization, we continue our proud service to this great community in a professional and respectful manner and look forward to working with the City Council and the public throughout the Fiscal Year 2026 Budget process.

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City Manager's Fiscal Year 2026 Proposed Budget Highlights

General Fund – Water Fund – Sewer Fund – Parking & Transportation

GENERAL FUND

The following is a summary of major expenditures categories for the FY24 budget and actual, FY25 budget, and FY26 City Manager's recommended budget, as well as the dollar and percentage change over FY25.

TOTAL GENERAL FUND	FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED	CM $ CHANGE FROM FY25	CM % CHANGE FROM FY25
SALARIES	54,791,329	51,896,933	57,299,742	57,736,612	436,870	0.76%
PART TIME SALARIES	2,280,739	2,478,735	2,412,970	2,208,539	(204,431)	-8.47%
CITY COUNCIL/COMMISSIONS	41,850	41,450	44,850	41,500	(3,350)	-7.47%
OVERTIME	2,190,521	2,862,081	2,786,420	2,860,439	74,019	2.66%
HOLIDAY	437,739	409,542	473,087	478,083	4,996	1.06%
LONGEVITY *(EXCLUDING SCHOOL)*	167,439	157,447	172,568	171,621	(947)	-0.55%
CERTIFICATION STIPENDS	368,467	361,969	414,459	408,474	(5,985)	-1.44%
SPECIAL DETAIL/EDUCATION STIPEND	225,822	208,184	268,578	265,741	(2,837)	-1.06%
RETIREMENT	11,792,902	11,115,100	12,370,178	12,110,839	(259,339)	-2.10%
HEALTH INSURANCE	13,790,265	13,734,980	14,776,940	15,515,686	738,746	5.00%
DENTAL INSURANCE	973,190	892,066	1,011,128	1,044,381	33,253	3.29%
INSURANCE REIMBURSEMENT	157,080	175,346	246,779	276,438	29,659	12.02%
LEAVE AT TERMINATION	950,287	950,287	950,287	900,287	(50,000)	-5.26%
LIFE AND DISABILITY	337,084	316,754	351,088	357,643	6,555	1.87%
WORKERS' COMPENSATION	911,936	911,936	1,025,419	1,082,082	56,663	5.53%
PROFESSIONAL DEVELOPMENT *(SCHOOL ONLY)*	275,135	238,112	298,516	305,110	6,594	2.21%
OTHER BENEFITS	4,024,904	3,722,041	4,217,082	4,199,574	(17,508)	-0.42%
POLICE SERVICES - FROM PARKING	(60,000)	(60,000)	(60,000)	(60,000)	-	0.00%
FIRE SERVICES - FROM PARKING	(25,000)	(25,000)	(25,000)	(25,000)	-	0.00%
COLLECTIVE BARGAINING CONTINGENCY	-	-	-	1,990,000	1,990,000	
TOTAL SALARIES AND BENEFITS	93,631,689	90,387,961	99,035,091	101,868,049	2,832,958	2.86%
TRAINING/EDUCATION/CONFERENCES	313,818	267,372	325,416	358,511	33,095	10.17%
ELECTRICITY	1,608,456	1,590,247	1,675,934	1,692,881	16,947	1.01%
NATURAL GAS	542,031	463,641	544,753	527,636	(17,117)	-3.14%
GASOLINE	367,810	319,973	358,810	370,710	11,900	3.32%
DIRECT ASSISTANCE	259,600	171,140	259,600	371,750	112,150	43.20%
OUTSIDE SOCIAL SERVICES	233,250	233,250	250,500	250,500	-	0.00%
CONTRACTED SERVICES	1,961,433	2,107,496	2,003,300	2,155,966	152,666	7.62%
SOFTWARE/COMPUTER MAINTENANCE	1,006,262	1,079,585	695,946	895,044	199,098	28.61%
ROAD MAINTENANCE & STRIPING PROGRAM	216,000	304,218	168,100	171,379	3,279	1.95%
RECYCLING	264,000	214,647	275,000	240,000	(35,000)	-12.73%
SOLID & YARD WASTE	548,000	512,376	571,650	572,000	350	0.06%
PUPIL TRANSPORTATION	1,644,623	1,649,011	1,965,949	2,033,254	67,305	3.42%
TRANSFER FROM PARKING & TRANS *(SCHOOL)*	(50,000)	(50,000)	(50,000)	(50,000)	-	0.00%
SPECIAL ED TUITION & SERVICES	3,369,246	4,123,302	3,609,059	4,766,648	1,157,589	32.07%
PROFESSIONAL ORGANIZATION DUES	162,564	147,939	169,101	184,280	15,179	8.98%
STUDENT BOOKS/PERIODICALS	174,432	275,962	177,961	141,621	(36,340)	-20.42%
PROPERTY & LIABILITY *(SCHOOL ONLY)*	147,811	145,810	160,933	174,236	13,303	8.27%
TRANSFER TO STORMWATER	334,044	334,044	351,628	419,010	67,382	19.16%
OTHER OPERATING	4,910,447	6,659,160	5,077,277	5,205,642	128,365	2.53%
TOTAL OTHER OPERATING	18,013,827	20,549,172	18,590,917	20,481,068	1,890,151	10.17%
TOTAL DEPARTMENT BUDGET	**111,645,516**	**110,937,133**	**117,626,008**	**122,349,117**	**4,723,109**	**4.02%**
TRANSFER TO INDOOR POOL	200,000	200,000	200,000	200,000	-	0.00%
TRANSFER TO PRESCOTT PARK	243,653	243,653	262,930	271,370	8,440	3.21%
TRANSFER TO COMMUNITY CAMPUS	476,443	476,443	465,355	470,911	5,556	1.19%
TOTAL OPERATING BUDGET	***112,565,612***	***111,857,229***	***118,554,293***	***123,291,398***	***4,737,105***	***4.00%***
DEBT RELATED EXPENSES	120,000	115,094	120,000	120,000	-	0.00%
DEBT SERVICE	13,060,206	13,059,982	14,164,300	14,191,948	27,648	0.20%
CONTINGENCY	300,000	300,000	300,000	300,000	-	0.00%
OVERLAY INTEREST EXPENSE	1,000,000	1,097,681	60,000	60,000	-	0.00%
ROCKINGHAM COUNTY TAX	5,730,000	5,679,311	5,730,000	6,000,870	270,870	4.73%
PROPERTY & LIABILITY *(EXCLUDING SCHOOL)*	393,307	393,038	424,292	508,005	83,713	19.73%
ROLLING STOCK	877,000	877,000	783,650	789,000	5,350	0.68%
IT EQUIPMENT REPLACEMENT	1,172,336	1,172,336	992,180	1,091,250	99,070	9.99%
LANDFILL CLOSURE- COAKLEY/JONES	115,000	115,000	292,750	259,410	(33,340)	-11.39%
PORTSMOUTH NH 400TH CELEBRATION	31,000	31,000	-	-	-	N/A
OTHER NON-OPERATING	488,914	482,649	1,301,882	1,723,059	421,177	32.35%
PROF SERVICE- OUTSIDE COUNSEL	450,000	450,000	500,000	-	(500,000)	-100.00%
FUND BALANCE: SETTLEMENT	500,000	500,000	-	-	-	N/A
CAPITAL OUTLAY	1,820,000	1,820,000	1,638,000	1,560,000	(78,000)	-4.76%
TOTAL NON-OPERATING	**26,057,763**	**26,093,091**	**26,307,054**	**26,603,542**	**296,488**	**1.13%**
TOTAL GENERAL FUND BUDGET	***$138,623,375***	***$137,950,319***	***$144,861,347***	***$149,894,940***	***$5,033,593***	***3.47%***

Components of the General Fund

The General Fund is the chief operating fund and accounts for appropriations for the Operating and the Non-Operating Budget. The Operating Budget funds services provided by each department that are associated with the day-to-day operations while the Non-Operating Budget funds obligations of the City not associated with individual departments. The components include:

Operating Budget Expenditures Associated with:

- *General Government Departments*
- *Police Department*
- *Fire Department*
- *School Department*
- *Transfers to Other Funds*
- *Collective Bargaining Contingency*

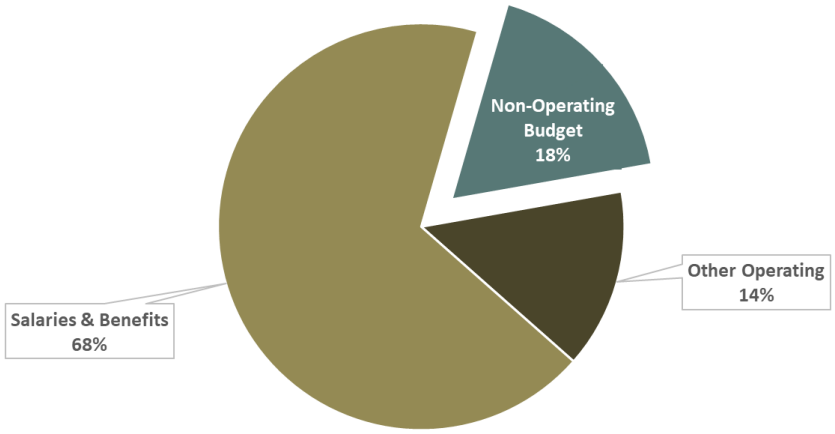
Non-Operating Budget Expenditures Associated with:

- *Debt Service*
- *Capital Outlay*
- *Rockingham County Tax*
- *Rolling Stock – Vehicles & Equipment*
- *Overlay Interest Expense*
- *Contingency*
- *Other General Non-Operating*

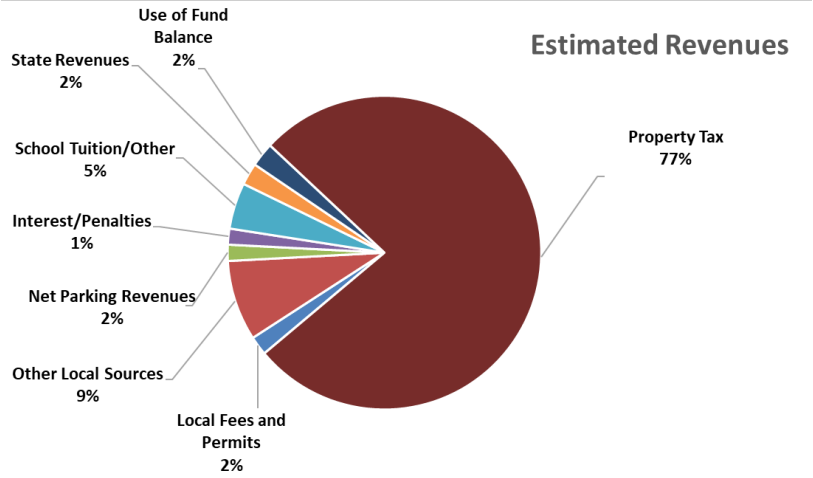
Balanced Budget

The FY26 annual budget of $149,894,940 is a balanced budget in which total anticipated revenues equal budgeted appropriations.

Expenditures: The total proposed budget is comprised of the Operating Budget of $123,291,398 and the Non-Operating Budget of $26,603,542, 82% and 18% of total budget respectively. **Salaries and Benefits represent 68% of the <u>total</u> proposed budget.**



Revenues: Property taxes are Portsmouth's largest funding source at 77% of total revenues. The remaining 23% are from local and state revenues.



EXPENDITURES:	
OPERATING	123,291,398
NON-OPERATING	26,603,542
PROPOSED BUDGET	**$149,894,940**
REVENUES:	
1) LOCAL FEES AND PERMITS	2,949,600
2) OTHER LOCAL SOURCES	12,431,752
3) NET PARKING REVENUES	2,500,000
4) INTEREST / PENALTIES	2,470,000
5) SCHOOL TUITION / OTHER	7,129,764
6) STATE REVENUES	3,407,894
7) USE OF FUND BALANCE	3,731,519
REVENUES	**$34,620,529**
PROPERTY TAX LEVY	$115,274,411
TOTAL REVENUES	**$149,894,940**

Proposed Operating Budget

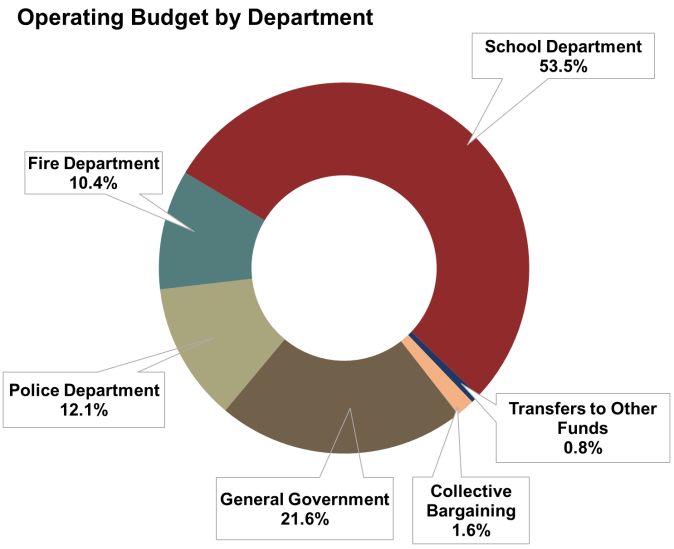
The following General Government, Police, Fire, and School budgets represent the City Manager recommended FY26 budgets.

The Operating Budget for the departments of General Government, Police, Fire, and School of $123,291,398 *(including transfers)* represents an increase of $4,737,105 or 4.00% over FY25.

FY26 PROPOSED OPERATING BUDGET	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED BUDGET	$ CHANGE FROM FY25	% CHANGE FROM FY25
General Government	$26,470,064	$26,664,357	$194,293	0.73%
Police Department	14,586,704	14,910,638	323,934	2.22%
Fire Department	12,507,527	12,868,512	360,985	2.89%
School Department	64,061,713	65,915,610	1,853,897	2.89%
Collective Bargaining Contingency	-	1,990,000	1,990,000	N/A
Total of Departments	**$117,626,008**	**$122,349,117**	**$4,723,109**	**4.02%**
Transfer to Indoor Pool	200,000	200,000	-	0.0%
Transfer to Prescott Park	262,930	271,370	8,440	3.2%
Transfer to Community Campus	465,355	470,911	5,556	1.2%
Total Other	$928,285	$942,281	13,996	1.5%
TOTAL OPERATING	**$118,554,293**	**$123,291,398**	**$4,737,105**	**4.00%**

The Total Operating Budget of $123,291,398 includes:

- ✓ Funding of $200,000 for the operations of the Indoor Pool
- ✓ Funding of $271,370 for the operations of Prescott Park
- ✓ Funding of $470,911 for the operations of Community Campus



The next four tables summarize major expenditures for each of the four components of the Operating Budget: General Government, Police, Fire, and School Departments. The tables provide the FY24 Budget and Actual, FY25 Budget, and the FY26 City Manager's Recommended Budget as well as the dollar and percent change over FY25. The Charter Departments (Police, Fire, and School) each have a FY26 Department request column displaying the amount approved by their respective board or commission, each a higher request than recommended by the City Manager. *[Detailed information regarding each of these major departments is located in their respective sections of this document.]*

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

Other Benefits:

- Social Security
- Medicare
- Clothing Allowance (*Police & Fire*)
- Unemployment Compensation
- Life and Long-Term Disability

Other Operating:

- Telephone, Postage, Office Supplies, Advertising
- Small Office Equipment, Copier Lease and Printing
- Repairs to Vehicles and Equipment
- Furniture and Fixtures
- Janitorial Supplies
- Sand and Salt

General Government

The General Government includes services provided by the following departments:

City Council	Legal	Inspection	Public Welfare
City Manager	Information Technology	Health	Outside Social Services
Human Resources	Economic & Community Development	Public Works	General Administration
City Clerk/Elections	Finance	Public Library	Senior Services
Emergency Management	Planning & Sustainability	Recreation	

The total proposed City Manager recommended FY26 budget for General Government is $26,664,357. This is an increase of $194,293 or 0.73% from FY25.

GENERAL GOVERNMENT	FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED	CM $ CHANGE FROM FY25	CM % CHANGE FROM FY25
SALARIES	11,477,482	10,859,941	12,204,475	12,421,236	216,761	1.78%
PART-TIME SALARIES	1,214,487	1,115,410	1,204,345	948,965	(255,380)	-21.20%
CITY COUNCIL/TRUSTEES	20,650	19,550	20,650	20,300	(350)	-1.69%
OVERTIME	394,300	399,584	393,000	389,500	(3,500)	-0.89%
LONGEVITY	81,812	78,853	84,020	73,763	(10,257)	-12.21%
RETIREMENT	1,618,732	1,539,604	1,706,491	1,630,511	(75,980)	-4.45%
HEALTH INSURANCE	2,138,782	2,138,782	2,209,576	2,301,715	92,139	4.17%
DENTAL INSURANCE	182,159	155,923	182,805	192,660	9,855	5.39%
INSURANCE REIMBURSEMENT	20,000	26,883	38,000	34,500	(3,500)	-9.21%
LEAVE AT TERMINATION	350,000	350,000	350,000	350,000	0	0.00%
LIFE AND DISABILITY	55,500	55,553	57,995	58,655	660	1.14%
WORKERS' COMPENSATION	188,463	188,463	175,127	189,835	14,708	8.40%
OTHER BENEFITS	1,030,818	929,928	1,084,751	1,058,918	(25,833)	-2.38%
TOTAL CONTRACTUAL OBLIGATIONS	***18,773,185***	***17,858,475***	***19,711,235***	***19,670,558***	(40,677)	-0.21%
TRAINING/EDUCATION/CONFERENCES	126,945	87,072	124,155	127,585	3,430	2.76%
ELECTRICITY	705,400	716,406	774,400	799,431	25,031	3.23%
NATURAL GAS	130,500	127,738	135,118	129,912	(5,206)	-3.85%
GASOLINE	190,000	155,597	190,000	190,000	0	0.00%
WELFARE DIRECT ASSISTANCE	259,600	171,140	259,600	371,750	112,150	43.20%
OUTSIDE SOCIAL SERVICES	233,250	233,250	250,500	250,500	0	0.00%
CONTRACTED SERVICES	1,272,070	1,214,277	1,259,711	1,288,800	29,089	2.31%
ROAD MAINTENANCE	216,000	304,218	168,100	171,379	3,279	1.95%
RECYCLING	264,000	214,647	275,000	240,000	(35,000)	-12.73%
SOLID & YARD WASTE	548,000	512,376	571,650	572,000	350	0.06%
PROFESSIONAL ORGANIZATION DUES	77,548	70,338	77,938	85,420	7,482	9.60%
STUDENT BOOKS/PERIODICALS	530,533	620,493	200,430	188,904	(11,526)	-5.75%
STORMWATER	334,044	334,044	351,628	419,010	67,382	19.16%
OTHER OPERATING	2,100,180	2,782,508	2,120,599	2,159,108	38,509	1.82%
TOTAL OTHER OPERATING	***6,988,070***	***7,544,105***	***6,758,829***	***6,993,799***	234,970	3.48%
TOTAL GENERAL GOVERNMENT	**$25,761,255**	**$25,402,581**	**$26,470,064**	**$26,664,357**	$194,293	0.73%

Police Department

The City Manager's recommended FY26 budget for the Police Department is $14,910,638 which is $99,081 less than the Police Commission's approved budget of 15,009,719. The City Manager's recommended budget is an increase of $323,934 or 2.22% from FY25.

POLICE DEPARTMENT	FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 DEPARTMENT REQUEST	FY26 CITY MANAGER RECOMMENDED	CM $ CHANGE FROM FY25	CM % CHANGE FROM FY25
SALARIES - UNIFORM	5,222,373	4,893,913	5,473,377	5,555,265	5,469,162	(4,215)	-0.08%
SALARIES - CIVILIAN	1,637,921	1,277,132	1,792,026	1,826,150	1,845,463	53,437	2.98%
SHIFT DIFFERENTIAL	41,540	23,770	42,713	43,095	43,095	382	0.89%
PART-TIME SALARIES	180,968	201,663	186,847	195,449	195,449	8,602	4.60%
COMMISSIONER STIPEND	3,600	3,600	3,600	3,600	3,600	-	0.00%
OVERTIME	700,123	1,018,775	718,984	754,231	754,231	35,247	4.90%
HOLIDAY	242,341	213,205	249,625	252,012	248,917	(708)	-0.28%
LONGEVITY	55,925	49,641	56,125	63,036	63,036	6,911	12.31%
SPECIAL DETAIL / EDUCATION STIPEND	225,822	208,184	268,578	264,420	265,741	(2,837)	-1.06%
RETIREMENT	2,249,335	2,094,142	2,326,054	2,367,783	2,340,611	14,557	0.63%
HEALTH INSURANCE	1,656,529	1,656,529	1,711,360	1,782,724	1,782,724	71,364	4.17%
DENTAL INSURANCE	129,150	99,459	132,439	134,213	131,229	(1,210)	-0.91%
INSURANCE REIMBURSEMENT	18,250	15,667	16,250	16,000	16,000	(250)	-1.54%
LEAVE AT TERMINATION	180,203	180,203	180,203	180,203	180,203	-	0.00%
LIFE AND DISABILITY	36,635	24,661	38,266	39,016	38,543	277	0.72%
WORKERS' COMPENSATION	151,317	151,317	133,003	146,781	146,781	13,778	10.36%
OTHER BENEFITS	319,605	278,289	339,854	343,509	343,621	3,767	1.11%
POLICE SERVICES-PARKING FUND	(60,000)	(60,000)	(60,000)	(60,000)	(60,000)	-	0.00%
Contractual Obligations	*12,991,637*	*12,330,148*	*13,609,304*	*13,907,487*	*13,808,406*	199,102	1.46%
TRAINING/EDUCATION/CONFERENCES	119,959	136,249	123,761	153,426	153,426	29,665	23.97%
GASOLINE	91,910	102,068	91,910	104,310	104,310	12,400	13.49%
CONTRACTED SERVICES	52,773	206,841	53,566	56,536	56,536	2,970	5.54%
PROFESSIONAL ORGANIZATION DUES	17,396	13,306	16,448	14,755	14,755	(1,693)	-10.29%
SOFTWARE/COMPUTER MAINTENANCE	275,156	297,760	279,734	324,212	324,212	44,478	15.90%
OTHER OPERATING	411,162	632,914	411,981	448,993	448,993	37,012	8.98%
Other Operating	*968,356*	*1,389,139*	*977,400*	*1,102,232*	*1,102,232*	124,832	12.77%
TOTAL POLICE DEPARTMENT	**$13,959,993**	**$13,719,287**	**$14,586,704**	**$15,009,719**	**$14,910,638**	**$323,934**	**2.22%**

Fire Department

The City Manager's recommended FY26 budget for the Fire Department is $12,868,512 which is $1,500 less than the Fire Commission's approved budget of 12,870,012. The City Manager's recommended budget is an increase of $360,985 or 2.89% from FY25.

FIRE DEPARTMENT	FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 DEPARTMENT REQUEST	FY26 CITY MANAGER RECOMMENDED	CM $ CHANGE FROM FY25	CM % CHANGE FROM FY25
SALARIES	5,043,511	4,774,973	5,186,397	5,379,152	5,379,152	192,755	3.72%
PART-TIME SALARIES	20,000	27,065	27,479	27,479	27,479	0	0.00%
COMMISSIONER STIPEND	3,600	3,600	3,600	3,600	3,600	0	0.00%
OVERTIME	1,026,617	1,303,534	1,602,948	1,645,948	1,645,948	43,000	2.68%
HOLIDAY	195,398	196,337	223,462	229,166	229,166	5,704	2.55%
LONGEVITY	29,702	28,952	32,423	34,822	34,822	2,399	7.40%
CERTIFICATION STIPENDS	368,467	361,969	414,459	408,474	408,474	(5,985)	-1.44%
RETIREMENT	2,070,873	2,014,855	2,257,092	2,235,993	2,235,993	(21,099)	-0.93%
HEALTH INSURANCE	864,216	864,216	892,822	930,053	930,053	37,231	4.17%
DENTAL INSURANCE	75,876	67,469	78,684	82,618	82,618	3,934	5.00%
INSURANCE REIMBURSEMENT	118,830	132,796	192,529	227,438	225,938	33,409	17.35%
LEAVE AT TERMINATION	120,084	120,084	120,084	120,084	120,084	0	0.00%
WORKERS' COMPENSATION	415,848	415,848	553,165	597,418	597,418	44,253	8.00%
LIFE AND DISABILITY	24,216	23,831	30,393	31,522	31,522	1,129	3.71%
TRANSFER FROM PARKING	(25,000)	(25,000)	(25,000)	(25,000)	(25,000)	0	0.00%
OTHER BENEFITS	149,533	141,753	161,435	165,420	165,420	3,985	2.47%
Contractual Obligations	*10,501,771*	*10,452,281*	*11,751,972*	*12,094,187*	*12,092,687*	340,715	2.90%
TRAINING/EDUCATION/CONFERENCES	66,914	44,051	77,500	77,500	77,500	0	0.00%
ELECTRICITY	55,000	58,551	55,000	59,000	59,000	4,000	7.27%
NATURAL GAS	40,597	28,291	35,000	35,000	35,000	0	0.00%
GASOLINE	75,400	51,105	65,400	65,400	65,400	0	0.00%
CONTRACTED SERVICES	56,384	54,817	57,254	67,064	67,064	9,810	17.13%
PROFESSIONAL ORGANIZATION DUES	13,901	8,154	13,901	13,901	13,901	0	0.00%
SOFTWARE/COMPUTER MAINTENANCE	35,000	27,305	35,000	35,000	35,000	0	0.00%
OTHER OPERATING	398,340	477,907	416,500	422,960	422,960	6,460	1.55%
Other Operating	*741,536*	*750,182*	*755,555*	*775,825*	*775,825*	20,270	2.68%
TOTAL FIRE DEPARTMENT	**$11,243,307**	**$11,202,463**	**$12,507,527**	**$12,870,012**	**$12,868,512**	**$360,985**	**2.89%**

School Department

The City Manager's recommended FY26 budget for the School Department is $65,915,610 which is $689,188 less than the School Board's approved budget of 66,604,798. The City Manager's recommended budget is an increase of $1,853,897 or 2.89% from FY25.

SCHOOL DEPARTMENT	FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 DEPARTMENT REQUEST	FY26 CITY MANAGER RECOMMENDED	$ CHANGE FROM FY25	% CHANGE FROM FY25
TEACHERS/ADMINISTRATORS	26,191,153	25,402,623	27,328,975	27,341,516	26,939,935	(389,040)	-1.42%
SALARIES	5,177,349	4,664,580	5,271,779	5,795,050	5,638,569	366,790	6.96%
PART-TIME SALARIES	865,284	1,134,597	994,299	1,041,646	1,036,646	42,347	4.26%
SCHOOL BOARD STIPEND	14,000	14,700	17,000	14,000	14,000	(3,000)	-17.65%
OVERTIME	69,481	140,188	71,488	70,760	70,760	(728)	-1.02%
RETIREMENT	5,853,962	5,466,499	6,080,541	5,997,972	5,903,724	(176,817)	-2.91%
HEALTH INSURANCE	9,130,738	9,075,453	9,963,182	10,438,541	10,501,194	538,012	5.40%
DENTAL INSURANCE	586,005	569,215	617,200	637,874	637,874	20,674	3.35%
LEAVE AT TERMINATION	300,000	300,000	300,000	300,000	250,000	(50,000)	-16.67%
WORKERS' COMPENSATION	156,308	156,308	164,124	148,048	148,048	(16,076)	-9.80%
LIFE AND DISABILITY	220,733	212,709	224,434	228,923	228,923	4,489	2.00%
PROFESSIONAL DEVELOPMENT	275,135	238,112	298,516	305,110	305,110	6,594	2.21%
OTHER BENEFITS	2,524,948	2,372,071	2,631,042	2,676,762	2,631,615	573	0.02%
Contractual Obligations	51,365,096	49,747,056	53,962,580	54,996,202	54,306,398	343,818	0.64%
SPECIAL ED TUITION & SERVICES	3,369,246	4,123,302	3,609,059	4,381,648	4,766,648	1,157,589	32.07%
TRANSPORTATION	1,644,623	1,649,011	1,965,949	2,242,324	2,033,254	67,305	3.42%
TRANSFER FROM PARKING & TRANS	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)	0	0.00%
CONTRACTED SERVICES	580,206	631,560	632,769	728,780	743,566	110,797	17.51%
ELECTRICITY	848,056	815,289	846,534	884,450	834,450	(12,084)	-1.43%
NATURAL GAS	370,934	307,611	374,635	395,224	362,724	(11,911)	-3.18%
GASOLINE	10,500	11,202	11,500	11,000	11,000	(500)	-4.35%
STUDENT BOOKS / PERIODICALS	174,432	275,962	177,961	150,171	141,621	(36,340)	-20.42%
SOFTWARE/COMPUTER MAINTENANCE	165,573	134,026	180,782	347,978	346,928	166,146	91.90%
PROFESSIONAL ORGANIZATION DUES	53,719	56,140	60,814	70,204	70,204	9,390	15.44%
PROPERTY & LIABILITY	147,811	145,810	160,933	175,236	174,236	13,303	8.27%
OTHER OPERATING	2,000,765	2,765,832	2,128,197	2,271,581	2,174,581	46,384	2.18%
Other Operating	9,315,865	10,865,746	10,099,133	11,608,596	11,609,212	1,510,079	14.95%
TOTAL	$60,680,961	$60,612,802	$64,061,713	$66,604,798	$65,915,610	1,853,897	2.89%

Citywide Operating Budget Drivers

Employee Relations

The City of Portsmouth has a total of sixteen (16) collective bargaining units of which eight (8) have been ratified for FY26. The remaining eight (8) will expire at the end of FY25 and have entered into negotiations. *(See table below)*.

General Government	Expires
Professional Management Association (PMA)	6/30/2025
Supervisory Management Alliance (SMA)	6/30/2025
AFSCME Local 1386B Library & Clericals	6/30/2025
AFSCME Local 1386A Public Works	6/30/2026

Police	Expires
Ranking Officers Association	6/30/2027
Portsmouth Patrolman Association	6/30/2027
Civilians	6/30/2027

Fire	Expires
Fire Officers Association	6/30/2026
FireFighter Association	6/30/2026

School	Expires
Administrators	6/30/2025
Association of Portsmouth Teachers	6/30/2025
Clerical Employees	6/30/2025
Custodial	6/30/2025
Cafeteria	6/30/2025
Paraeducators	6/30/2026
Custodial Supervisors	6/30/2026

Salaries

Cost of Living Adjustments (COLA) in eight of the ratified collective bargaining agreements were determined by the 10-year rolling average of the November-November Boston-Cambridge-Newton MA-NH Consumer Price Index (CPI) with a floor of 2% and a ceiling of 5% for FY26.

This year the CPI was reported at **3.09%,** making the 10-year rolling average 2.84%.

The other eight contracts had varying COLA adjustments as depicted in the chart below.

CONSUMER PRICE INDEX CPI-U (NOV. TO NOV. BOSTON-CAMBRIDGE-NEWTON, MA-NH)	
FY 17	0.84%
FY 18	1.26%
FY 19	2.86%
FY 20	3.15%
FY 21	2.12%
FY 22	0.40%
FY 23	5.31%
FY 24	7.00%
FY 25	2.39%
FY 26	**3.09%**
10 Year Average	**2.84%**

General Government	COLA
Professional Management Association (PMA)	In negotiations
Supervisory Management Alliance (SMA)	In negotiations
AFSCME Local 1386B Library & Clericals	In negotiations
AFSCME Local 1386A Public Works	2.84%

Police	COLA
Ranking Officers Association	2.84%
Portsmouth Patrolman Association	2.84%
Civilians	2.84%

Fire	COLA
Fire Officers Association	No COLA - 2% Wage Adjustment
Firefighter Association	No COLA - 2% Wage Adjustment

School	COLA
Administrators	In negotiations
Association of Portsmouth Teachers	In negotiations
Clerical Employees	In negotiations
Custodial Employees	In negotiations
Cafeteria Employees	In negotiations
Paraeducators	3.00%
Custodial Supervisors	2.84%

Retirement

Funding for the New Hampshire Retirement System (NHRS) comes from investment earnings, employee contributions, and employer contributions. The employee contribution rates are set by NH State Statute. The NHRS sets the employer contribution rate every two years based upon an actuarial valuation to ensure adequate funding for future pension liabilities. FY26 marks the first of the two-year certification period. **All rates for FY26 will see reductions from FY25 per the table below**.

The following tables depict both the employer and employee contribution rates.

RETIREMENT-EMPLOYER CONTRIBUTION RATES	FY25 Rates	FY26 Rates	Rate Change	% Change
GROUP I				
Employees	13.53%	12.75%	-0.78%	-5.8%
Teachers	19.64%	19.23%	-0.41%	-2.1%
GROUP II				
Police	31.28%	30.95%	-0.33%	-1.1%
Fire	30.35%	29.15%	-1.20%	-4.0%

EMPLOYEE CONTRIBUTION RATES	Rates
GROUP I	
Employees	7.00%
Teachers	7.00%
GROUP II	
Police	11.55%
Fire	11.80%

The FY26 Proposed Budget of $12,110,839 for retirement contributions represents a decrease of $259,339 or 2.10% from FY25 as shown in the following table.

RETIREMENT APPROPRIATION				
	FY25 Budget	FY26 Proposed Budget	$ Change	% Change
General Government	1,706,491	1,630,511	(75,980)	-4.45%
Police Department	2,326,054	2,340,611	14,557	0.63%
Fire Department	2,257,092	2,235,993	(21,099)	-0.93%
School Department	6,080,541	5,903,724	(176,817)	-2.91%
Total	$12,370,178	$12,110,839	($259,339)	-2.10%

Retirement – Elimination of State Contributions from 2010

The City of Portsmouth has been forced to pay the portion of the retirement contribution that was historically paid by the State of New Hampshire. Prior to FY10, the State contributed 35% of employer contributions for Teachers, Police, and Fire personnel but reduced this contribution to 30% in FY10, 25% in FY11, and 0% in FY12 and for all subsequent years.

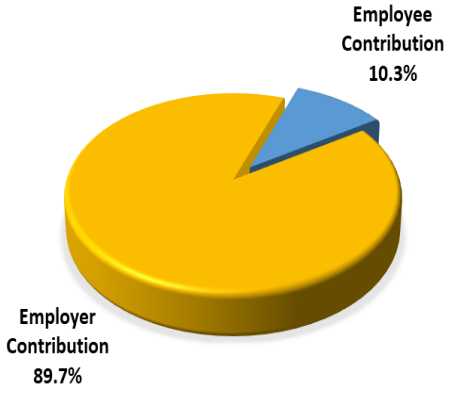
The result of the elimination of State contributions will cost the City of Portsmouth's taxpayers an estimate of $3.4 Million for FY26 alone and a total of $36 Million over 17 years.

Health Insurance

Per the Collective Bargaining Agreements, the City offers HealthTrust products supported by Anthem Blue Cross to employees in the General Government, Police, and Fire Departments and SchoolCare products supported by Cigna to employees in the School Department.

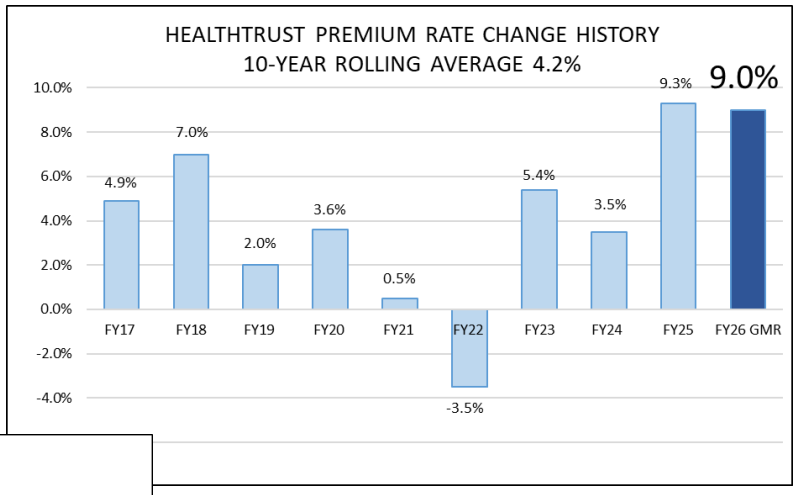
HealthTrust set the premiums for FY26 with an *increase* of 9.0% over FY25 and SchoolCare set the premiums for FY26 with an *increase* of 8.9% over FY25.

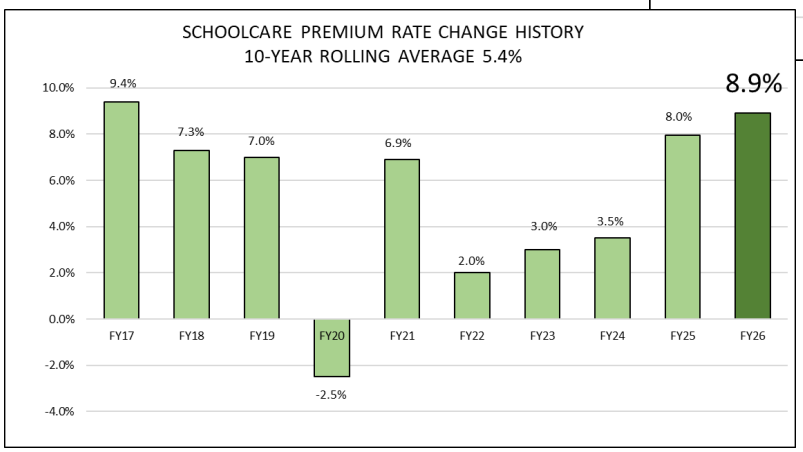
- ✓ For FY26, the estimated total health insurance premium for General Government, Police, Fire, and School Departments is projected at just over **$20.2 million**.
- ✓ The City employees' share represents approximately **$2.1 million** or 10.3% of the total cost. Per each of the collectively bargained union agreements, employee contributions range from 6%-20%.
- ✓ The City's contribution represents approximately **$18.1 million** or 89.7% of the total cost.



Health Insurance Stabilization Reserve Policy - The Health Insurance Stabilization Reserve Policy was created in 2002 with operating surplus from previous years. The intent of the policy is to avoid large spikes within each department's annual budget by determining the appropriation amount by increasing the prior year's budget by the average change of the premiums over a ten-year period. At the close of each year, any shortfall would be subsidized from the reserves; any surplus would increase the reserves. *[Detailed information on the Health Insurance Stabilization Fund Policy can be found in the Financial Polices and Guidelines section of the budget document.]*

HealthTrust - The premium increase of 9.0% over FY25 results in the 10-year rolling average increase of 4.2%.





SchoolCare - The premium increase of 8.9% over FY25 results in the 10-year rolling average increase of 5.4%.

The proposed health insurance appropriations for FY26 for General Government, Police, and Fire Departments increased over FY25 by the 10-year average of 4.2% while the School Department increased by 5.4%. The total proposed FY26 appropriation for health insurance is $15,515,686, an increase of $738,746 or 5.0% over FY25. With this appropriation, it is anticipated that the City would utilize approximately $2,556,778 from the Health Stabilization Reserve to fund the total cost of the premiums as depicted in the following table.

HEALTH INSURANCE	FY25 Budget	FY26 Budget % Change	FY26 Budget $ Change	FY26 Proposed Budget	Use of Health Ins Stabilization Reserve	FY26 Estimated City Cost	FY26 Employees Contribution	FY26 Total Health Premium
General Government	2,209,576	4.2%	92,139	2,301,715	904,028	3,205,743	551,404	3,757,147
Police Department	1,711,360	4.2%	71,364	1,782,724	171,317	1,954,041	392,834	2,346,875
Fire Department	892,822	4.2%	37,231	930,053	280,848	1,210,901	242,071	1,452,972
School	9,963,182	5.4%	538,012	10,501,194	1,200,585	11,701,779	889,377	12,591,156
Total General Fund	$14,776,940	5.0%	$738,746	$15,515,686	$2,556,778	$18,072,464	2,075,686	20,148,150

Leave at Termination

Leave at Termination is the amount owed to employees for accumulated sick and annual pay when they leave municipal employment.

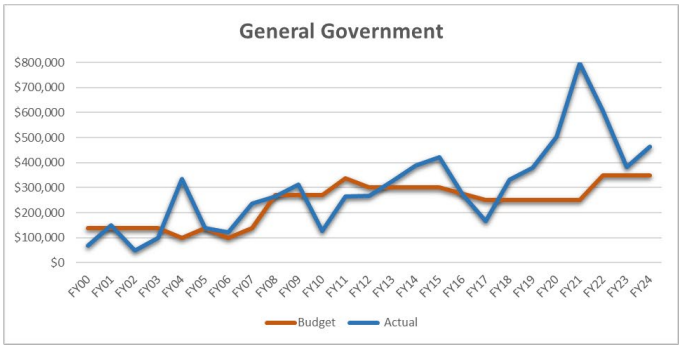
Leave at Termination Stabilization Reserve Policy – The Leave at Termination Stabilization Reserve Policy was created in 1999 with operating surplus from previous years. The intent of the policy is to avoid large spikes within each department's annual budget by budgeting a fixed amount for each fiscal year determined by an analysis and periodic review. The appropriation is then transferred into a Leave at Termination Fund where this liability is paid. At the close of each year, any shortfall would be subsidized from the reserves; any surplus would increase the reserves. *[Detailed information on the Leave at Termination Stabilization Fund Policy can be found in the Financial Polices and Guidelines section of the budget document.]*

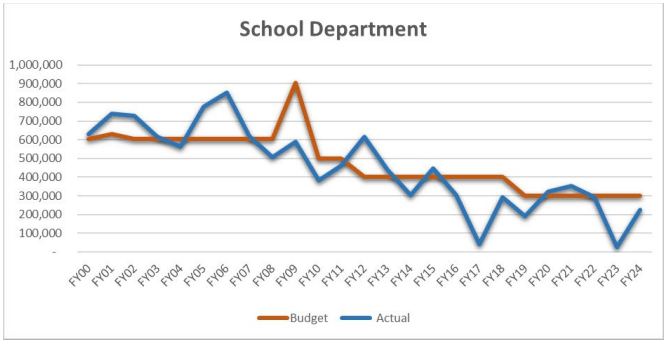
The appropriation for FY26, as shown in the table, represents a decrease from FY25.

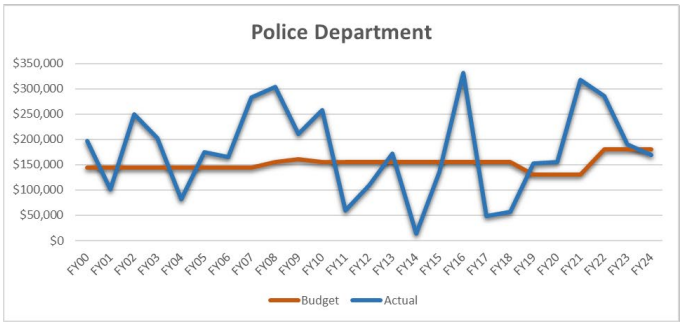
	FY25 BUDGET	FY26 PROPOSED	$ CHANGE	% CHANGE
GENERAL GOVERNMENT	350,000	350,000	0	0.0%
POLICE	180,203	180,203	0	0.0%
FIRE	120,084	120,084	0	0.0%
SCHOOL	300,000	250,000	(50,000)	-16.7%
GENERAL FUND TOTAL	$950,287	900,287	(50,000)	-5.3%

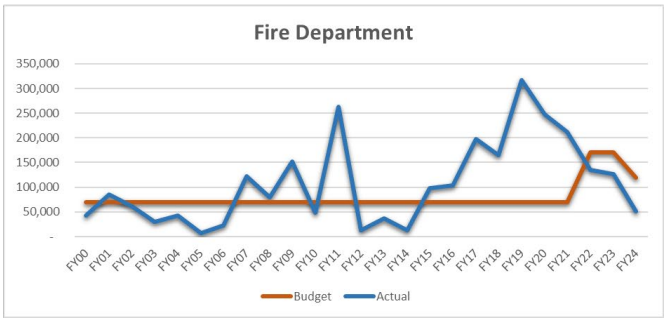
As of June 30, 2024,
4.26% of <u>General Fund employees</u> remain eligible for the sick leave payout upon termination.

The following charts display the history of actual Leave Payout versus the Annual Appropriation and how this policy mitigated budgetary spikes and valleys for the General Government, School, Police, and Fire Departments.









Workers' Compensation

The Workers' Compensation premium for FY26 increased from the prior year by 5.5% for the General Fund.

WORKERS' COMPENSATION	FY25 BUDGET	FY26 PROPOSED BUDGET	$ CHANGE	% CHANGE
GENERAL GOVERNMENT	175,127	189,835	14,708	8.4%
POLICE	133,003	146,781	13,778	10.4%
FIRE	553,165	597,418	44,253	8.0%
SCHOOL	164,124	148,048	(16,076)	-9.8%
TOTAL GENERAL FUND	$1,025,419	$1,082,082	$56,663	5.5%



The Fire Department pays the highest share of the premium as a result of the following legislation:

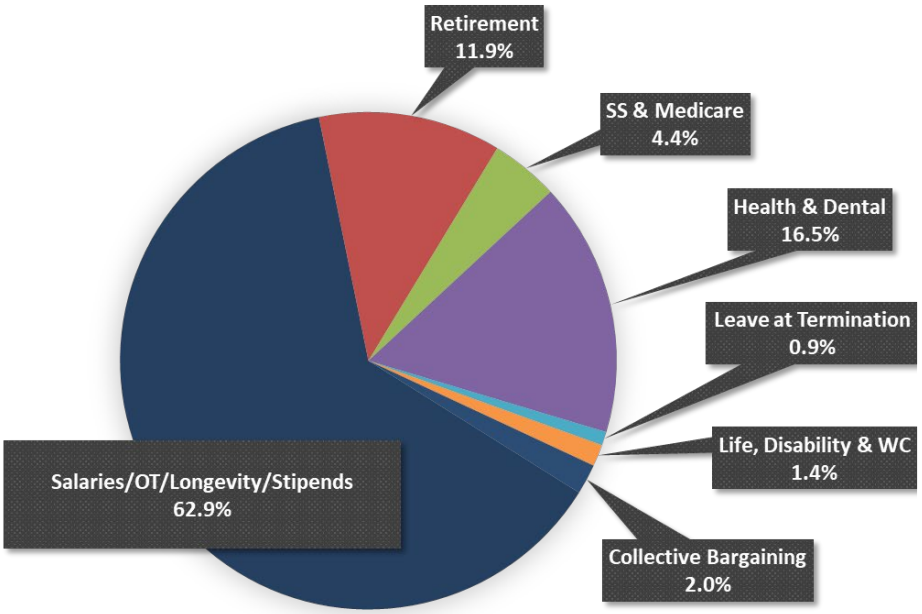
1) HB 407 requires workers' compensation to cover all medical expenses related to preventive medical treatment started after an identified critical exposure or unprotected exposure in order to prevent infection and the development of disease; and
2) SB 541 requires workers' compensation to cover costs to firefighters who have cancer.

Total Salaries and Benefits

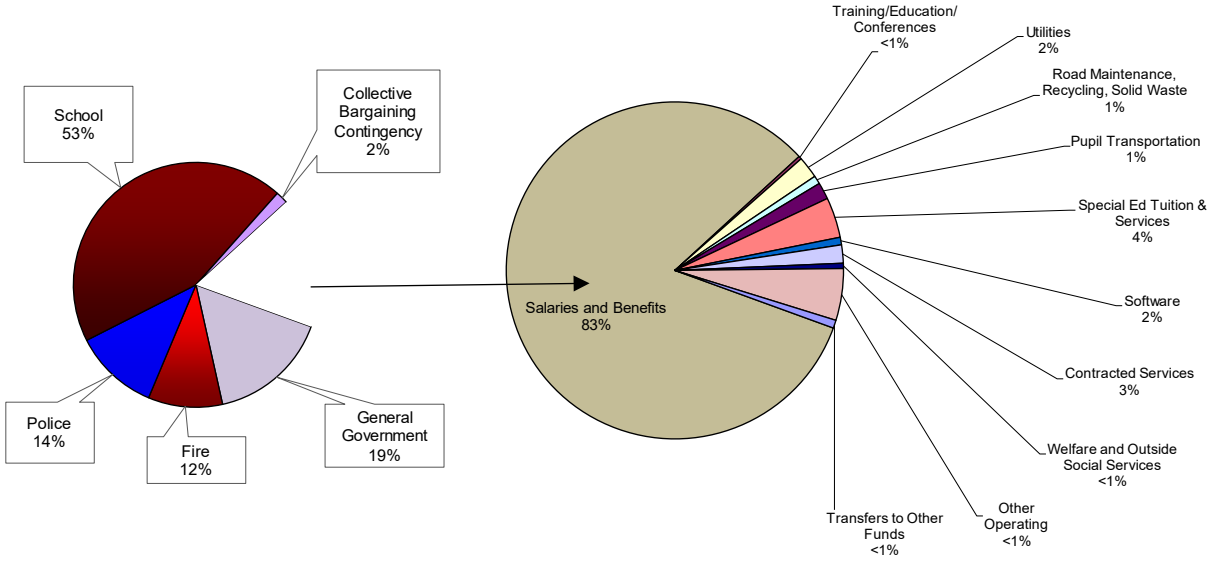
The total proposed FY26 budget for salaries and benefits is $101,868,049. This represents an increase of $2,832,958 or 2.86% over FY25, which includes increases in cost-of-living adjustments (COLA), health insurance premiums, leave at termination, retirement, federal taxes, and other benefits associated with collective bargaining agreements.

FY 26 PROPOSED SALARIES & BENEFITS General Government, Police, Fire, and School Departments	FY25 BUDGET	FY26 BUDGET	$ Difference from FY25	% Difference from FY25
Salaries/Stipends/Holiday/OT	$63,872,674	$64,171,009	$298,335	0.47%
Health & Dental Insurance	16,034,847	16,836,505	801,658	5.00%
Leave at Termination	950,287	900,287	(50,000)	-5.26%
Retirement	12,370,178	12,110,839	(259,339)	-2.10%
Workers Compensation	1,025,419	1,082,082	56,663	5.53%
Other Benefits	4,781,686	4,777,327	(4,359)	-0.09%
Collective Bargaining Contingency	-	1,990,000	1,990,000	
Total Salaries and Benefits	$99,035,091	$101,868,049	$2,832,958	2.86%

The allocation of total salaries and benefits is represented in the pie graph below.



While Salaries and Benefits of $101,868,049 represents 83% of the total *Operating Budget* of $123,291,398, the remaining $21,423,349 or 17% is comprised of non-salary costs such as utilities, contracted services, building and equipment repairs and maintenance, supplies, welfare assistance, outside social services, special needs tuition, pupil transportation, and transfers to other funds.



*Salaries and benefits make up 68% of the **total** proposed budget of $149,894,940.*

Non-Operating Budget

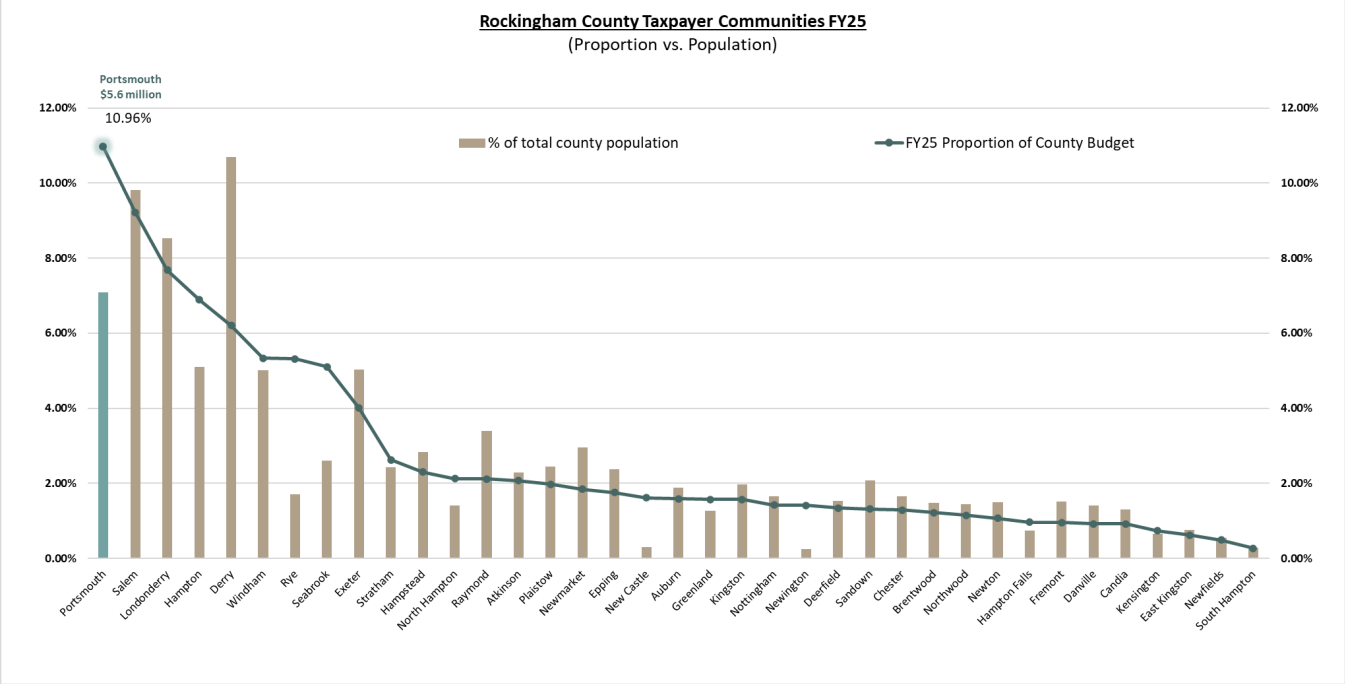
The Non-Operating Budget of $26,603,542 represents a net increase of $296,488 or 1.13% from FY25 primarily due to the first year of payments for Police body cameras and tasers.

The Non-Operating Budget consists of expenditures for the following:

FY26 PROPOSED NON-OPERATING BUDGET	FY25 BUDGET	FY26 CITY MANAGER PROPOSED BUDGET	$ CHANGE FROM FY25	% CHANGE FROM FY25
Debt Service and Related Expenditures	14,284,300	14,311,948	27,648	0.19%
Overlay Interest Expenses	60,000	60,000	-	0.00%
Property & Liability (excluding School)	424,292	508,005	83,713	19.73%
Rockingham County Tax	5,730,000	6,000,870	270,870	4.73%
Contingency	300,000	300,000	-	0.00%
Rolling Stock	783,650	789,000	5,350	0.68%
IT Equipment Replacement	992,180	1,091,250	99,070	9.99%
Capital Outlay	1,638,000	1,560,000	(78,000)	-4.76%
Landfill Closure-Coakley/Jones	292,750	259,410	(33,340)	-11.39%
Other Non-Operating	1,301,882	1,723,059	421,177	32.35%
Prof Service - Outside Counsel	500,000	-	(500,000)	-100.00%
TOTAL NON-OPERATING	**26,307,054**	**26,603,542**	**296,488**	**1.13%**

County Tax

The City of Portsmouth is annually assessed for its portion of the Rockingham County budget based on the City's share of the equalization of property values for the entire county. While the City of Portsmouth has just the 4th largest population (7.1% of county population) of the 37 communities in Rockingham County, it contributes the largest amount of County Tax (FY25 10.958%) as depicted in the following graph.

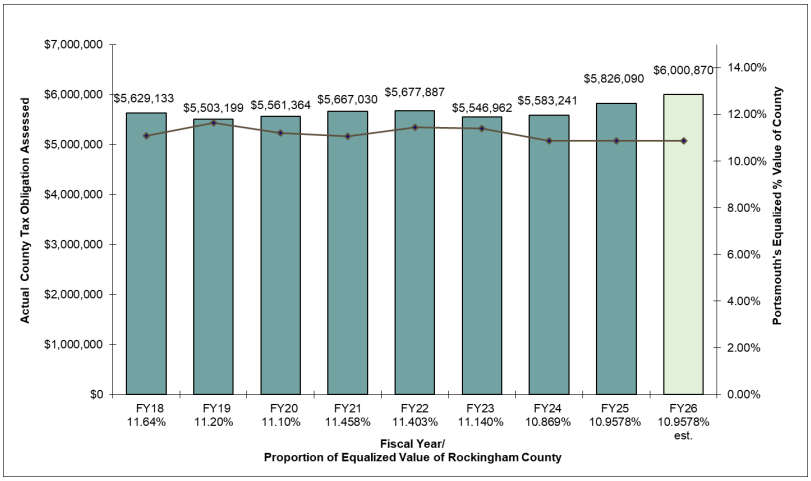


It is estimated that Portsmouth will pay approximately $6.0 million to Rockingham County in FY26. However, the proportion of the City's share, which determines the actual amount due to the County, is established by the New Hampshire Department of Revenue Administration just prior to setting the tax rate in the fall. The following table depicts the actual property tax obligation and the equalized assessed value proportion history of the City of Portsmouth to Rockingham County for the last eight (8) years as well as the estimated tax for FY26.

Tax Obligation is calculated by:

1. **The County's Adopted Budget; and**

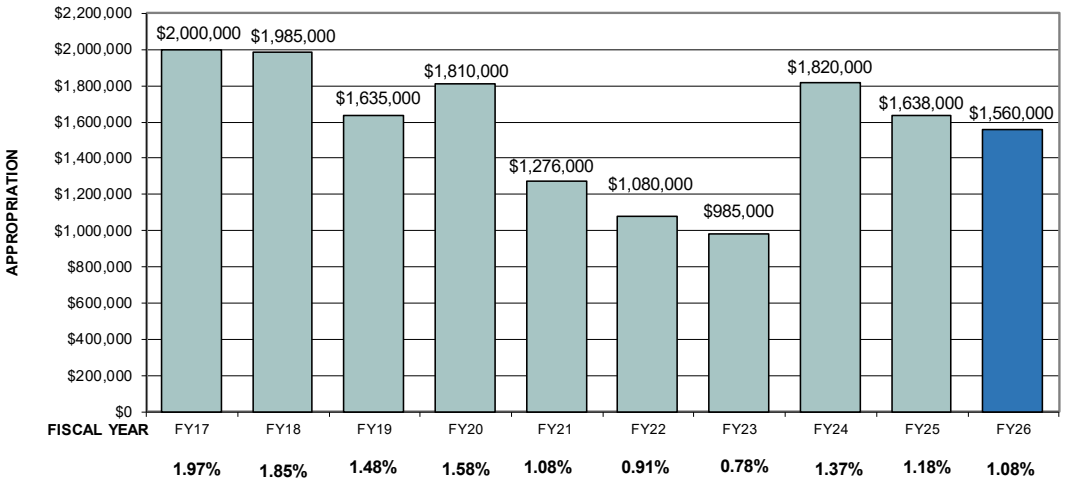
2. **Proportion of all 37 communities in Rockingham County based on equalized values.**



Capital Improvement Plan (CIP)

The City Council adopted the six-year Capital Improvement Plan (CIP) which includes Capital Outlay and Information Technology Upgrades and Replacements.

The City Manager's recommended proposed Capital Outlay appropriation is $1,560,000. This represents 1.08% of the current fiscal year appropriation, which is below the policy goal of *annually budgeting up to 2% of the prior year's General Fund Budget to capital projects.*



The

The average expenditure for Capital Outlay over the 10-year period including the proposed FY26 budget is $1,578,900 per year.

following table lists the Capital Outlay projects adopted by the City Council in the amount of $1,560,000. Details on each of these projects can be found in Appendix II of this document.

General Fund - Capital Outlay
Six Year Funding History and Proposed FY2026 Funding

PAGE		FY26 Capital Outlay	City Council Adopted 12/2/2024	City Manager Adjusted	City Manager Recommended FY26
II	29	Personal Protective Clothing Replacement	$80,000		$80,000
II	38	Elementary School Playground Upgrade	$100,000		$100,000
II	39	Permanent Records Storage Facilities	$100,000	-$75,000	$25,000
II	40	Permanent/Historic Document Restoration, Preservation and Scanning	$150,000		$150,000
II	41	Disposition of Municipal Records	$25,000		$25,000
II	42	Public Art	$25,000		$25,000
II	43	City of Portsmouth Master Plan Update	$150,000	-$75,000	$75,000
II	45	Solar/Battery Study and Opportunities	$50,000		$50,000
II	47	Existing Outdoor Recreation Field and Facility Improvements	$150,000		$150,000
II	50	Pierce Island Recreation Improvements	$150,000		$150,000
II	52	Community Campus Facility Needs	$200,000		$200,000
II	53	Citywide Trees and Public Greenery Program	$40,000		$40,000
II	54	Prescott Park Facilities Capital Improvements	$50,000		$50,000
II	57	Historic Cemetery Improvements	$40,000		$40,000
II	84	Citywide Traffic Signal Upgrade Program	$100,000		$100,000
II	85	Citywide Intersection Improvements	$100,000		$100,000
II	87	Citywide Bridge Improvements	$50,000		$50,000
II	95	State Street Two-Way Redesign	$50,000		$50,000
II		Capital Contingency	$100,000		$100,000
		TOTAL FY26 Capital Outlay	$1,710,000	-$150,000	$1,560,000

The following table lists the Information Technology Upgrades and Replacements adopted by the City Council of $1,091,250 as part of the CIP process.

II	67	Citywide Information Technology Upgrades & Equipment Replacements	$726,250	-$60,000	$666,250
II	73	Cybersecurity Enhancements	$125,000		$125,000
II	75	Public Safety Radio Communication System Replacement	$300,000		$300,000
		Total FY26 Information Systems	$1,151,250	-$60,000	$1,091,250

The total Capital Improvement Plan FY 2026-2031 for all Citywide projects can be viewed and downloaded at the following link: https://portsnh.co/cip

Rolling Stock

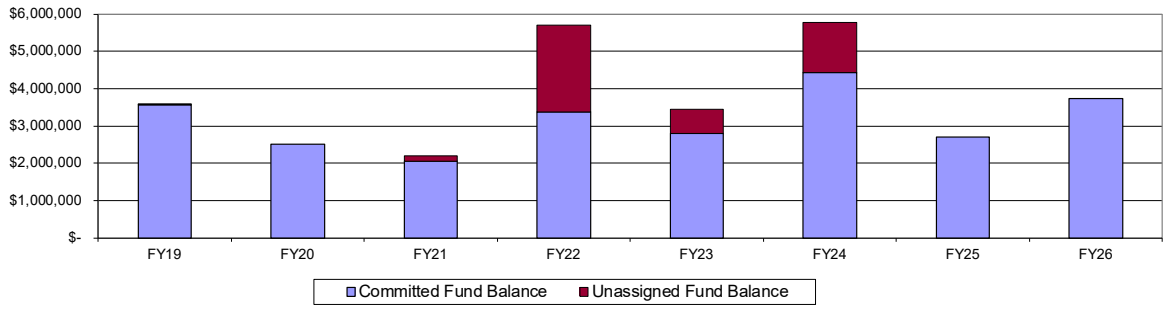
The Rolling Stock program provides a schedule of the replacement of vehicles and equipment necessary to conduct daily City activities. The complete 10-year schedule is in Appendix I of this budget document.

The following table lists the vehicles and equipment identified for FY26 per the Rolling Stock Program in the General Fund.

	FY25 General Fund	FY26 Department Request	$ Change from FY25	% Change from FY25
Public Works				
F-150 Pick-up		48,000		
Ranger		40,000		
7400 Dump w/plow and salter (Year 1 of 3)		133,000		
Freightliner 10 Wheel Dump (Year 1 of 3)		83,000		
F-600 w/hook lift, chip body, and salter (Year 1 of 2)		100,000		
Ranger		40,000		
Total Public Works	**405,000**	**444,000**	**39,000**	**10%**
Police				
SUV - Tahoe		72,000		
SUV - Explorer		60,000		
SUV - Escape		47,000		
SUV - Escape (funded by prior year surplus rolling stock funds)		0		
Off-Road 4X4 Polaris Ranger (alternative funding source)		0		
Total Police	**202,650**	**179,000**	**(23,650)**	**-12%**
Fire				
Pick-up Ford		35,000		
Total Fire	**70,000**	**35,000**	**(35,000)**	**-50%**
School				
F350 1 ton 4x4 with plow (Year 1 of 2)		35,000		
Cargo Van (Food Service)		45,000		
WHAM 1600 Turbo Series II 12'		39,000		
Grounds Utility Vehicle AMT 626		12,000		
Total School	**106,000**	**131,000**	**25,000**	**24%**
TOTAL GENERAL FUND	**$783,650**	**$789,000**	**$5,350**	**1%**

Use of Fund Balance

While property taxes remain the City of Portsmouth's major source of funding for the services provided by the General Government, Police, Fire, and School Departments, the City has diligently utilized other sources of revenue to minimize the impact to the tax rate. Another resource is the use of Fund Balance. Each year it is utilized to help mitigate the effects on property taxes through either the budget process or with supplemental appropriations. In FY26, the amount of $3,731,519 is scheduled to be utilized from Fund Balance. The annual use of Fund Balance is depicted in the table below:



Use of:	FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26	Total FY19-FY26
Committed Fund Balance	3,559,114	2,500,000	2,050,000	3,380,000	2,800,000	4,428,379	2,700,000	3,731,519	25,149,012
Unassigned Fund Balance	-	-	150,000	2,316,000	650,000	1,340,000	-	-	4,456,000
Total Use of Fund Balance	**$3,559,114**	**$2,500,000**	**$2,200,000**	**$5,696,000**	**$3,450,000**	**$5,768,379**	**$2,700,000**	**$3,731,519**	**$29,605,012**

Average Use Per Year	**$3,700,627**

The City has historically used Fund Balance to offset taxes - <u>both</u> through the budget process and supplemental appropriations. The average use over the last eight years is $3,700,627 per year.

Budgeted use of Fund Balance and Supplemental Appropriations

	FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26 Proposed	Total use of Fund Balance FY 19-FY26
Committed									
Reserve Tax Appraisal - Budgeted	150,000	150,000	150,000	100,000	100,000	100,000	100,000	100,000	950,000
Reserve-Bond Premium - Supplemental	1,286,114								1,286,114
Reserve for future Debt Service - Budgeted	2,123,000	1,950,000	1,900,000	1,900,000	1,700,000	1,700,000	1,600,000	1,500,000	14,373,000
Supplemental-McIntyre Settlement				500,000					500,000
Reserve-Bond Premium						128,379		131,519	259,898
Design/Engineering-McIntyre				400,000					400,000
Budgetery Use of Fund Balance						2,500,000	1,000,000	2,000,000	5,500,000
Capital Outlay - Budgeted		400,000							400,000
McIntyre Operations - Budgeted				480,000					480,000
McIntyre Settlement					1,000,000				1,000,000
Use of Committed Fund Balance	**3,559,114**	**2,500,000**	**2,050,000**	**3,380,000**	**2,800,000**	**4,428,379**	**2,700,000**	**3,731,519**	**25,149,012**
Unassigned									
Supplemental-Deer Street Associates					500,000				500,000
Community Campus Operation-Supplemental				116,000					116,000
Skateboard Park-Supplemental				2,200,000					2,200,000
McIntyre Design (Supplemental in FY 23)			150,000		150,000				300,000
Collective Bargaining - Supplemental						890,000			890,000
Litigation Legal Fees						450,000			450,000
Middle School Upgrades - Supplemental									-
Purchase Land-850 Banfield Road - Supplemental									-
Use of Unassigned Fund Balance	**-**	**-**	**150,000**	**2,316,000**	**650,000**	**1,340,000**	**-**	**-**	**4,456,000**
Total Use of Fund Balance	**$3,559,114**	**$2,500,000**	**$2,200,000**	**$5,696,000**	**$3,450,000**	**$5,768,379**	**$2,700,000**	**$3,731,519**	**$29,605,012**
Average Use FY19-FY26 (8 Years)									**$3,700,627**

ENTERPRISE FUNDS

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

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

WATER ENTERPRISE FUND

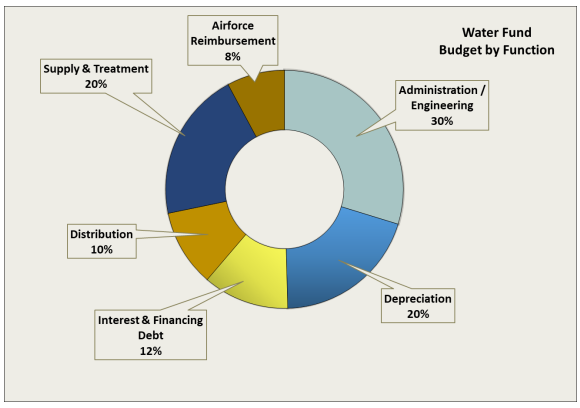
Total Appropriation

Appropriations on a full accrual basis of accounting for the Water Enterprise Fund total $13,966,323. This is an increase of $943,726 or 7.25% from the FY25 budget. The following table is a summary of major expense categories for the FY24 budget and actual, FY25 budget, and the proposed FY26 Budget.

Water Fund		FY24 Budget	FY24 Actual	FY25 Budget	FY26 City Manager Recommended	% Change	$ Change
EXPENSES							
Operations and Maintenance Expenses							
Personnel Costs		3,865,197	3,720,436	4,303,257	4,750,318	10.39%	447,061
Chemicals		588,000	432,960	581,360	628,946	8.19%	47,586
Electricity		412,900	400,887	444,700	452,635	1.78%	7,935
Natural Gas		6,200	7,919	6,200	6,355	2.50%	155
Propane & Fuel Oil		47,075	60,248	65,150	39,150	-39.91%	(26,000)
Gasoline & Diesel		56,500	55,497	58,797	55,668	-5.32%	(3,129)
Repairs & Maintenance		241,000	269,855	293,920	307,540	4.63%	13,620
Prof Services: Contract, Lab Testing		818,673	892,177	998,030	999,718	0.17%	1,688
Stock Materials		360,000	184,579	360,000	340,000	-5.56%	(20,000)
Assistance Program		1,500	661	1,500	1,500	0.00%	0
Other Operating		1,489,493	1,514,424	1,634,943	1,780,825	8.92%	145,882
Operations and Maintenance	*Subtotal*	7,886,538	7,539,642	8,747,857	9,362,655	7.03%	614,798
Non-Operating Expenses							
Interest on Debt		1,145,559	1,147,653	1,474,140	1,586,330	7.61%	112,190
Property Taxes		138,500	115,001	126,500	136,438	7.86%	9,938
Depreciation		2,700,000	2,599,553	2,595,000	2,770,000	6.74%	175,000
Equipment		74,100	93,459	79,100	110,900	40.20%	31,800
Non-Operating Expenses	*Subtotal*	4,058,159	3,955,665	4,274,740	4,603,668	7.69%	328,928
TOTAL		**$11,944,697**	**$11,495,307**	**$13,022,597**	**$13,966,323**	**7.25%**	**$943,726**

The Water Fund budget consists of six (6) major functions:

1. Administration/Engineering: Costs related to employee benefits, administrative overhead, Geographic Information Systems (GIS) services, and engineering
2. Depreciation
3. Interest and Financing Debt
4. Distribution: Services, hydrants, mains, meters, meter reading and cross connections
5. Supply and Treatment: Madbury Treatment Facility, Pease Water Treatment Facility, laboratory, a booster station, ten wells, and five storage tanks
6. Air Force Reimbursement

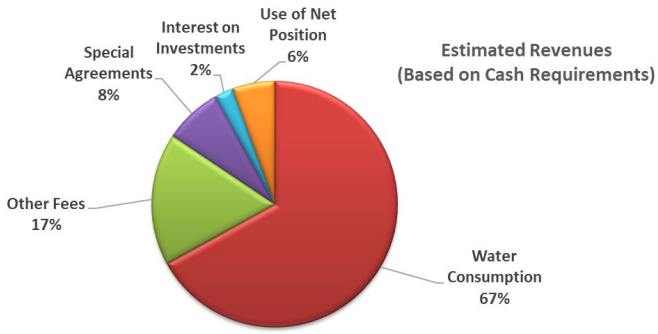


Revenues

Adjustments from the Full Accrual to Cash Requirements are itemized on the rate model calculation sheet in the Water Division section of this document. Cash requirements of $15,005,356 would be funded from the following sources to meet these cash requirements:

- $10,051,915 Water Consumption
- 2,609,033 Other Fees
- 1,142,172 Special Agreements
- 360,000 Interest on Investments
- 842,236 Use of Net Position

$15,005,356 Total



Capital Outlay

The Water Division, through the Capital Improvement Plan (CIP), requests funds from revenues to support the pay-as-you-go policy of the City in regard to capital improvements. Once the CIP is approved, the funds for the capital projects are requested through the budget process. There were no projects funded with Capital Outlay for FY26. *[Detail on each capital project can be found in Appendix II of this document.]*

Water Fund
Capital Outlay Projects
Fiscal Year 2026

Appendix II

Page:	**CIP #**		**Water Revenues**
		There are no Budgeted Water Capital Outlay Projects for FY26	
		Total Water Fund Capital Outlay	**$0**

Rolling Stock

The Rolling Stock program provides a schedule of the replacement of vehicles and equipment necessary to conduct daily City activities. The complete 10-year schedule is located in Appendix I of this budget document. The following table lists the vehicles and equipment identified for FY26 per the Rolling Stock Program for the Water Fund.

FY26 WATER DIVISION REQUEST

F-550 (yellow) w/plow (Year 2 of 2)	80,000
Track Loader-SVL90-2 (Year 2 of 2)	60,000
Mini Track Excavator U-55-4 (Year 2 of 2)	87,000
Van w/lift (Split with Sewer)	65,000
Misc. Equipment	100,000
TOTAL	$392,000

SEWER ENTERPRISE FUND

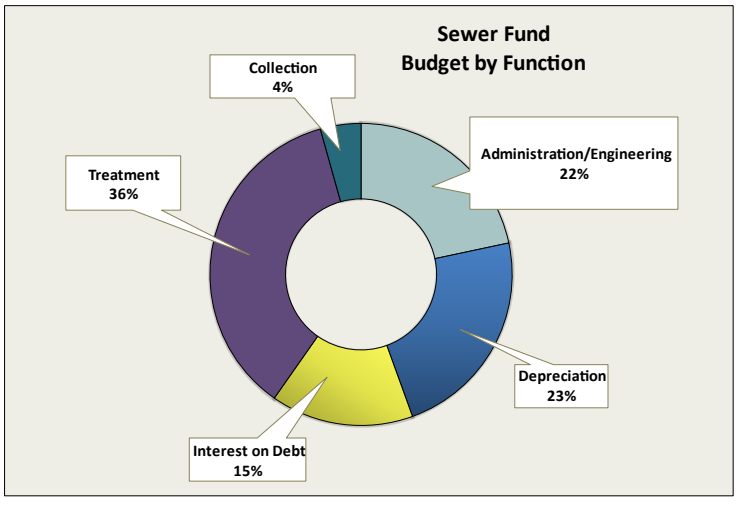
Total Appropriation

Appropriations on a Full Accrual basis of accounting for the Sewer Enterprise Fund total $24,326,356. This is an increase of $1,803,986 or 8.01% from FY25. The following table is a summary of major expense categories for the FY24 budget and actual, FY25 budget, and the proposed FY26 budget.

Sewer Fund	FY24 Budget	FY24 Actual	FY25 Budget	FY26 City Manager Recommended	% change	$ Change
EXPENSES						
Operations and Maintenance Expenses						
Personnel Costs	4,669,085	4,776,295	4,999,715	5,582,482	11.7%	582,767
Chemicals	1,985,000	2,454,619	2,292,341	2,408,008	5.0%	115,667
Electricity	928,500	925,384	965,265	991,105	2.7%	25,840
Natural Gas	3,500	9,418	18,480	14,569	-21.2%	(3,911)
Propane & Fuel Oil	153,750	156,212	151,500	142,938	-5.7%	(8,562)
Gasoline & Diesel	47,050	44,311	55,425	50,300	-9.2%	(5,125)
Repairs & Maintenance	668,050	554,029	785,905	810,495	3.1%	24,590
Prof Services: Contract, Lab Testing	563,665	591,751	516,010	807,690	56.5%	291,680
Stock Materials	152,000	80,309	152,000	140,000	-7.9%	(12,000)
Other Operating	2,375,194	2,418,405	2,680,341	2,854,718	6.5%	174,377
-General Operations	*11,545,794*	*12,010,733*	*12,616,982*	*13,802,305*	9.4%	1,185,323
Permit Expenses/Legal Fees	375,000	350,300	350,000	355,000	1.4%	5,000
Transfer to Stormwater	469,044	469,044	486,628	546,510	12.3%	59,882
Total Operations and Maintenance Subtotal	12,389,838	12,830,077	13,453,610	14,703,815	9.3%	1,250,205
Non-Operating Expenses						
Interest on Debt/Financing Fees	3,698,628	3,442,232	3,670,760	3,713,227	1.2%	42,467
Depreciation	5,275,000	5,138,543	5,148,000	5,550,000	7.8%	402,000
Equipment	320,750	267,627	250,000	359,314	43.7%	109,314
Non-Operating Expenses Subtotal	9,294,378	8,848,402	9,068,760	9,622,541	6.1%	553,781
TOTAL	**$21,684,216**	**$21,678,479**	**$22,522,370**	**$24,326,356**	**8.01%**	**$1,803,986**

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

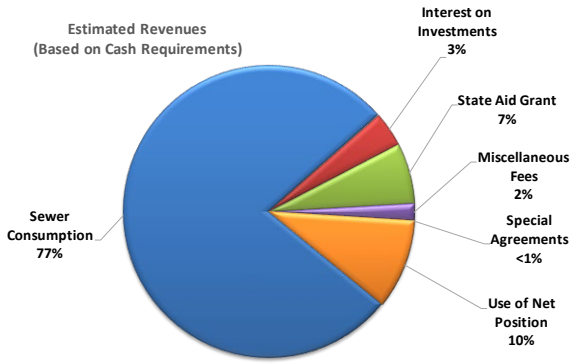
1. Administration/Engineering: Costs related to employee benefits, administrative overhead, engineering, and GIS services
2. Depreciation
3. Interest on Debt
4. Collection: Force mains, laterals, and meter reading
5. Treatment: Peirce Island Treatment Facility, Pease Treatment Facility, two laboratories, and 22 pump stations



Revenues

Adjustments from the Full Accrual to Cash Requirements are itemized on the rate model calculation sheet in the Sewer Division section of this document. Cash requirements of $27,271,009 would be funded from the following sources to meet these cash requirements:

➢	$21,185,626	Sewer Consumption
➢	1,060,000	Interest on Investments
➢	1,833,105	State Aid Grant
➢	495,000	Miscellaneous Fees
➢	8,507	Special Agreements
➢	2,688,771	Use of Net Position
	$27,271,009	**Total**



Capital Outlay

The Sewer Division, through the Capital Improvement Plan (CIP), requests funds from revenues to support the pay-as-you-go policy of the City in regard to capital improvements. Once the CIP is approved, the funds for the capital projects are requested through the budget process. There is one pay-as-you-go capital request for FY26. *[Detail on each capital project can be found in Appendix II of this document.]*

Sewer Fund
Capital Outlay Projects
Fiscal Year 2026

Appendix II Page:	**CIP #**		**Sewer Revenues**
II-119	COM-25-PW-96	Lafayette Park and Monroe Street Drainage Improvements	250,000
		Total Sewer Fund Capital Outlay	**$250,000**

Rolling Stock

The Rolling Stock program provides a schedule of the replacement of vehicles and equipment necessary to conduct daily City activities. The complete 10-year schedule is located in Appendix I of this budget document. The following table lists the vehicles and equipment identified for FY26 per the Rolling Stock Program for the Sewer Fund.

FY26 SEWER DIVISION REQUEST

Mack 10 Wheel Dump w/Plow (Year 3 of 4)	70,000
Vactor (Year 4 of 5)	130,000
F-250 w/plow (Year 1 of 2)	30,000
Van w/lift (Split with Water)	65,000
Misc. Equipment	200,000
TOTAL	$495,000

PARKING AND TRANSPORTATION SPECIAL REVENUE FUND

Special Revenue Funds account for the proceeds from revenues that are legally restricted to expenditures for a specific purpose.

Total Appropriation

The total proposed appropriation for the Parking and Transportation Fund is $10,016,449. This is a decrease of $432,325 or 4.14% from the FY25 budget. *[Detail of budget changes can be found in the Parking & Transportation section of this budget document.]* The following table is a summary of major expenditure categories for the FY24 budget and actual, FY25 budget, and the proposed FY26 budget.

	FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED	% CHANGE	$ CHANGE
OPERATING						
PERSONNEL COSTS	3,607,739	3,249,524	3,964,410	4,040,786	1.93%	76,376
UTILITIES	129,269	166,108	157,249	196,854	25.19%	39,605
METER COLLECTION (Police)	60,000	60,000	60,000	60,000	0.00%	-
CONTRACTED SERVICES	315,935	294,594	262,437	314,372	19.79%	51,935
OTHER OPERATING	1,010,911	1,368,130	1,167,133	1,212,634	3.90%	45,501
TOTAL OPERATING	5,123,854	5,138,356	5,611,229	5,824,646	3.80%	213,417
NON OPERATING						
DEBT SERVICE	2,438,063	2,346,886	2,332,263	2,431,013	4.23%	98,750
CAPITAL PROJECTS	200,000	200,000	1,200,000	350,000	-70.83%	(850,000)
ROLLING STOCK	387,000	387,000	390,000	390,000	0.00%	-
TRANSPORTATION	647,229	616,610	817,782	910,790	11.37%	93,008
CONTINGENCY	97,000	87,021	97,500	110,000	12.82%	12,500
TOTAL NON-OPERATING	3,769,292	3,637,517	4,837,545	4,191,803	-13.35%	(645,742)
TOTAL PARKING/TRANSP	$8,893,146	$8,775,873	$10,448,774	$10,016,449	-4.14%	-$432,325

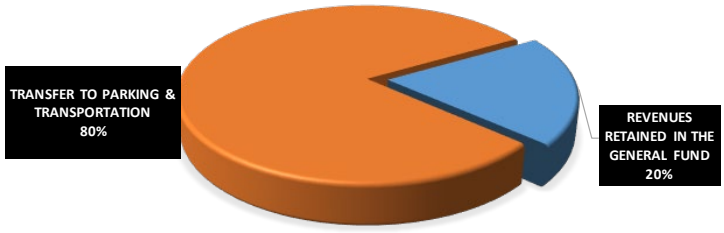
Revenues

Expenditures for the Parking and Transportation fund are funded 100% from parking-related revenues. Parking revenues in excess of Parking and Transportation operations are reported in the General Fund. The table and pie graph below display the distribution of revenues between the General and Parking and Transportation Funds.

Estimated FY26 Revenues

- $5,479,280 Parking Meter Fees
- 3,550,469 Parking Facilities-Transient
- 2,053,200 Parking Facilities-Passes
- 1,380,000 Parking Violations
- 53,500 Other Revenues

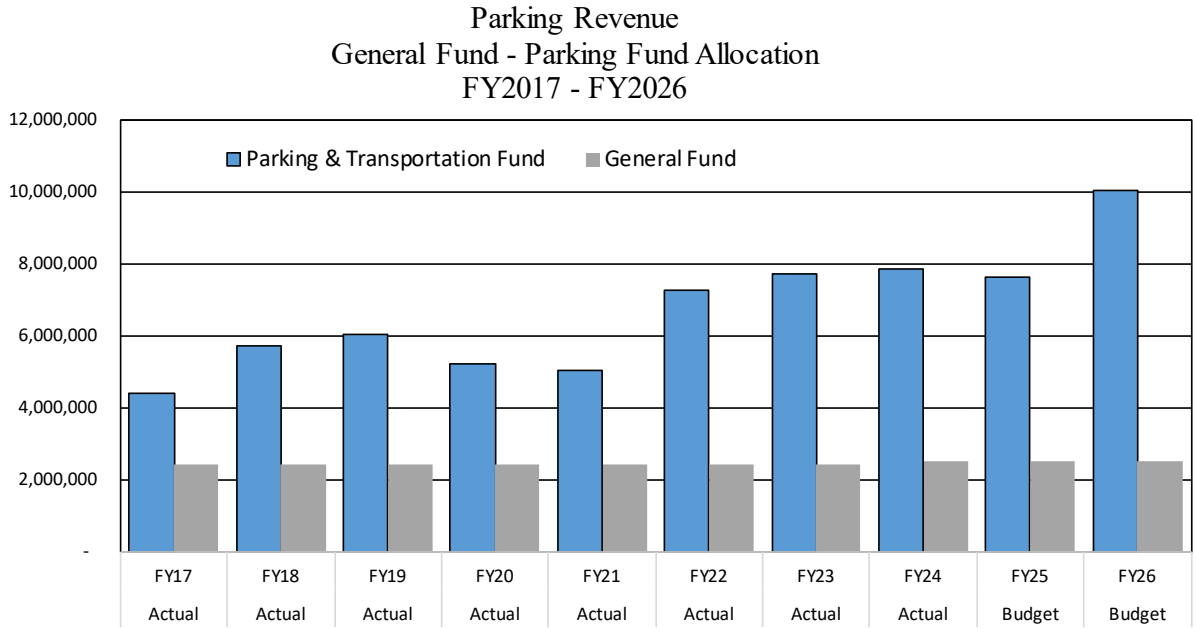
$12,516,449 Total Estimated Revenues
($2,500,000) Retained in the General Fund
$10,016,449 Total Parking & Transportation



Revenue Distribution:

Retained in the General Fund	$2,500,000	20%
Parking & Transportation	$10,016,449	80%

Ten Year History of Parking Revenue Distribution



Parking Revenue	FY17 Actual	FY18 Actual	FY19 Actual	FY20 Actual	FY21 Actual
Total Parking Revenue	**6,833,791**	**8,115,741**	**8,444,481**	**7,622,242**	**7,465,181**
Total for Parking & Transportation Fund	4,421,486	5,703,436	6,032,176	5,209,937	5,052,876
Total for General Fund	2,412,305	2,412,305	2,412,305	2,412,305	2,412,305

	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Budgeted	FY26 Estimated	10 Year Total	%%
Total Parking Revenue	**9,675,127**	**10,127,349**	**10,359,911**	**10,109,300**	**12,516,449**	**91,269,572**	**100%**
Total for Parking & Transportation Fund	7,262,822	7,715,044	7,859,911	7,609,300	10,016,449	66,883,437	73%
Total for General Fund	2,412,305	2,412,305	2,500,000	2,500,000	2,500,000	24,386,135	27%

Services provided by the Parking & Transportation Fund offset Property Taxes

The FY26 Budget reflects a continued distribution of $2,500,000 from parking-related revenues to the General Fund. In addition, the Parking and Transportation Division provides services which are typically funded in the General Fund. The following table lists these services, including the revenue retained in the General Fund.

For FY26, services provided by parking revenues will offset Property Taxes by 64¢.

For the median single-family home valued at $772,100, this equates to a tax offset of $492.59.

Services Provided by the Parking Fund which would be typically funded in the General Fund

	FY24	FY25	FY26
Revenues Retained in the General Fund	2,500,000	2,500,000	2,500,000
1 Transportation Programs	647,229	817,782	910,790
Salaries & Benefits	1,263,003	1,533,623	1,562,802
Snow Removal	300,000	300,000	300,000
Downtown Maintenance		349,307	356,625
School Bus Support	50,000	50,000	50,000
Police Services Support	60,000	60,000	60,000
Fire Services Support	25,000	25,000	25,000
Transfer - Prescott Park		60,000	60,000
Transfer - Recycling		100,000	100,000
Plan Studies	100,000		
Bike/Ped Plan Implementation	50,000	50,000	50,000
Traffic Calming		50,000	50,000
EV Charging Stations		50,000	50,000
Parking Lot Leases	22,000	22,500	35,000
Rolling Stock		340,000	390,000
Total	$5,017,232	$6,308,212	$6,500,217
Tax Rate Offset	**70¢**	**95¢**	**64¢**
Per Household Tax Offset	**$365.45**	**$456.39**	**$492.59**

1. COAST Dues, Senior Transportation, Trolley Match, Shuttle Services, and Downtown Loop

Capital Outlay

The Parking & Transportation Fund, through the Capital Improvement Plan (CIP), requests funds from parking revenues to support the pay-as-you-go policy of the City in regard to capital improvements. Once the CIP is approved, the funds for the capital projects are requested through the budget process. The following is a list of projects requested by the Department in FY26 for a total of $350,000. *[Detail on each of these projects can be found in Appendix II of this document.]*

Parking & Transportation
Capital Outlay Projects
Fiscal Year 2026

Appendix II Page:	**CIP #**		**City Council Adopted 12/2/2024**
II	62	Level 2 and Level 3 EV Charging Stations	50,000
II	77	Parking Lot Paving	150,000
II	78	Parking Meters	50,000
II	79	Bicycle/Pedestrian Plan Implementation	50,000
II	90	Traffic Calming	50,000
		Total Parking & Transportation Fund Capital Outlay	**$350,000**

Rolling Stock

The Rolling Stock program provides a schedule of the replacement of vehicles and equipment necessary to conduct daily City activities. The complete 10-year schedule is located in Appendix I of this budget document. The following table lists the vehicles and equipment identified for FY26 per the Rolling Stock Program for the Parking & Transportation Fund.

FY26 PARKING & TRANSPORTATION REQUEST

Small Packer (Year 2 of 2)	115,000
Ranger shared w/ Enforcement and Eng.	38,000
Sidewalk Tractor/Cleaner	32,000
CAT loader (Year 3 of 4)	75,000
Snowgo Snow Loader (Year 3 of 4)	80,000
Snowgo Snow Loader (Year 1 of 5)	50,000
TOTAL	$390,000

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The Strategic Planning Process



Visioning, strategic planning, and goal setting in the City is a dynamic and collaborative process. Our strategic planning documents, shaped by extensive community engagement, are guided by our mission, vision, and goals. The City embodies the community's values while leveraging its professional expertise to foster productive engagement and prioritize these goals, which include the goals of the current City Council and the organization's long-term objectives, focusing on service, stability, compliance, and professionalism. City Departments use these Goals to develop their initiatives for the year.



The Council established the following five goals for their upcoming term in January of 2024:

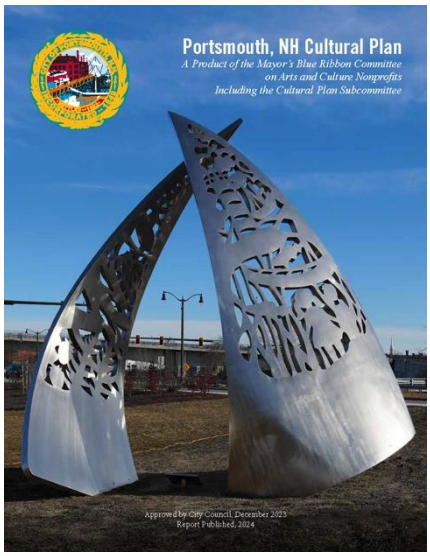
- Enhance the supply of housing choices, especially the supply of below-market rate housing options.
- Integrate sustainability, resilience, and climate change mitigation actions throughout City government and community.
- Invite and engage the entire community, especially those traditionally unreached, to increase participation and transparency in government.
- Support the needs of residents, businesses, nonprofits, arts, and cultural institutions by leveraging City and local resources.
- Explore opportunities to support all modes of transportation options.

Strategic Planning Documents

The focus of the strategic planning process and goal setting takes into account citizen engagement, collaboration, affordability, communication, delivery of services, good governance, and

sustainability. These considerations are integrated throughout the FY26 Budget Document and illustrated in each department's goals and objectives.

- **The Capital Improvement Plan (CIP)** is a six-year capital planning tool – organized by project type – which provides project descriptions, justifications, anticipated timelines, associated studies and planning documents, and funding source details. The CIP process uses Strategic Plan goals to help prioritize projects, and resident engagement in advance of CIP Planning Board action. For more information, visit: portsnh.co/cip.
- **A Recreational Needs Study** was recently completed and lays out a vision for Portsmouth's Recreation program to be community-building and supportive; accessible, equitable, and connected; multi-generational; diverse, and focused on the health and wellbeing of all Portsmouth residents. For more information, visit: portsnh.co/recneeds2023.
- **The Climate Action Plan** was also recently completed and provides a set of actions that can be taken by the community and the municipality to tackle greenhouse gas reduction and address sustainability and resiliency issues. This plan establishes targets for the City to meet and will serve as a foundational pillar for the Community to move towards a more climate adaptive and resilient future. For more information, visit: portsmouthnh.co/climatefuture.



- **The Cultural Plan** was adopted in March 2024 and developed through a process of inclusive community consultation and decision-making. This plan, last done in 2002, is designed to help Portsmouth's leaders identify cultural resources, think strategically about how these resources can help the community to achieve its civic goals, and create a rich cultural environment for all, this plan is a foundational pillar for the upcoming update to the Citywide Master Plan. For more information, visit: portsnh.co/2023CulturalPlan.
- **The Market Square Master Plan** process began in March 2024 and will continue through the end of the calendar year. The goal is to capture the community's vision for upgrades to this vibrant square at the heart of downtown. The changes proposed will set the stage for design and implementation plans for the needed infrastructure upgrades. This plan will become a foundational pillar to the upcoming Citywide Master Plan. For more information, visit: portsnh.co/marketsquaremasterplan.
- **The Citywide Master Plan** is a planning document to guide land use and development within Portsmouth. Under New Hampshire State law, the Planning Board is required to prepare and periodically amend and update the Master Plan. The

Planning Board adopted Portsmouth's current Master Plan 2025 in February 2017 and kicked off in the spring of 2025. For more information, visit: portsnh.co/masterplan.

- **The Parking Utilization Study** was launched in 2022 to re-evaluate the City's public parking program and the Guiding Parking Principles for the Central Business District adopted by the City Council in 2012. The study was accepted by the City Council in February 2025. For more information, visit: portsnh.co/2023parkingneeds.

Quality of Life Documents

- **The Bike/Pedestrian Plan** completed in 2014 will be updated with an anticipated completion date in the spring of 2025. This plan will comprehensively inventory all the City's bike and pedestrian accommodations, evaluate current and future needs, and prioritize system wide improvements. Outcomes of this report will address strategies identified in the Climate Action Plan and will be input into the upcoming Citywide Master Plan. For more information, visit: portsnh.co/bikepedplan.
- **The Open Space Plan** was adopted in 2020 and supports the Citywide Master Plan goal to manage existing open spaces and acquire additional spaces for passive recreation and environmental preservation. In addition to prioritizing land for protection and stewardship guidance, this plan identifies opportunities to expand connections between open spaces, neighborhoods, and trails, integrating climate resiliency objectives as appropriate. For more information, visit: portsnh.co/openspace2020.
- **A Complete Streets Policy** was adopted in 2013 to formalize the City's commitment to "approach every transportation improvement and project phase as an opportunity to create safer, more accessible streets for all users" and to use the best and latest design standards available. These efforts include traffic-calming initiatives, annual sidewalk and paving projects, and gateway corridor improvement projects. For more information, visit: portsnh.co/completestreets.
- **The Community Health Improvement Plan** offers specific recommendations for consideration by the City Council and staff to address the challenges identified by the Community Health Profile. The Plan was adopted by City Council in FY25. For more information, visit: portsnh.co/healthprofile.

Budget/Financial Documents

- **The City's Annual Budget Document** serves as a value statement, a valuable communication tool, and a planning document for the upcoming year's proposed budget expenditures for all City Departments. Each Department has selected and prioritized its goals and objectives to align with the Strategic Plan Goals in each Department's Budget section. These Department-specific goals and objectives are measured by performance metrics to illustrate progress towards these department goals. For more information, visit: portsnh.co/budgets.



New and Highlighted Committees, Boards, and Commissions

The following boards, committees, or commissions were formed to support our strategic planning efforts.

- **The Housing Blue Ribbon Committee** was established by the City Council in February 2024 to support its goal of enhancing the supply of housing in the City. This committee will continue the work of the former Land Use Committee and will explore a variety of policy options within the City's purview. For more information, see the **Initiatives Section** of this document or visit: portsnh.co/housingcte.
- **The Arts & Cultural Commission** was established to encourage support for arts and culture within the wider Portsmouth community. It will also foster the implementation of the Cultural Plan, support the establishment of arts and cultural institutions in Portsmouth, promote the welfare of existing arts and cultural institutions, and support coordination and communication among local artists, arts, and cultural institutions. For more information, visit: portsnh.co/artsculture.
- **The Public Art Review Committee** was established to champion high-quality public art for the City and to advise on public art-related topics. They are tasked with commissioning public art projects, providing guidance, developing, and installing works of public art. This will ensure that public art decisions, including those subject to land use approvals, follow established criteria, identifying locations for public art installations, and promoting engagement with public art sites throughout the City. For more information, visit: portsnh.co/PARC.
- **The Sustainability Committee**, formerly a Blue Ribbon Committee, was established as a standing committee to focus on three main areas: increasing awareness of the importance and value of sustainable practices, advising the City Council and City

Manager on improving the sustainability of City operations and advising the City Council on a sustainable approach to the future growth and redevelopment of Portsmouth. For more information, visit: portsnh.co/sustaincte.

- **The Municipal Building Blue Ribbon Committee** was established to explore and recommend to the City Council investments in the Municipal Complex which would:
  - Upgrade the existing police space to improve adjacencies of key functions and to renovate or build better workspaces
  - Accommodate the public more effectively, and increase security with a single point of service
  - More efficiently allocate municipal services within the building
  - Maximize the investment in critical building components to provide a safe, comfortable and energy-efficient environment

For more information, visit: portsnh.co/municipalbuildingbrc.

Vision

The City of Portsmouth strives towards innovative, reflective leadership, to preserve its historical authenticity while embracing its sense of community.



Mission

To preserve and enhance the quality of life for the citizens of Portsmouth by providing the highest quality services with a focus on safety, sustainability, preservation, culture, wellness, and diversity.

Values

- **Integrity and Honesty** – Our actions are guided by a commitment to ethical conduct and transparency. We believe in upholding the highest standards of integrity, ensuring that every decision and interaction reflects our dedication to truthfulness and trustworthiness.
- **Community** – Our community is why we exist; the City staff are here to serve the citizens of Portsmouth. We embrace the richness of diversity and foster an inclusive environment where every voice is heard and valued. Through collaboration and mutual support, we cultivate a resilient community that stands strong in the face of challenges and celebrates collective achievements.
- **Vibrancy** – Sustainability and resilience are essential to our vitality. We envision a community that honors the past, thrives in the present and will do so for generations to come. When we embrace sustainable practices and innovative solutions, we ensure our community remains vibrant and resilient.
- **Leadership** – We believe in leading by example. We foster a culture of mentorship and collaboration with our team and the community that we serve. We strive to be leaders in our respective fields and trusted resources for our colleagues in the region, the state, and nationwide.
- **Historic Preservation and History** - Historic preservation is not merely about preserving buildings and artifacts, it includes the stories and legacies that shape our identity. History lights our path toward the future.

City Council Goals



Enhance the supply of housing choices, especially the supply of below-market rate housing options.

- Leverage the resources available via the City's successful participation in the InvestNH Housing Navigator program (one of six cities in NH chosen).
- Capitalize on the creation of the Housing Blue Ribbon Committee to establish tangible goals and early wins for affordable and workforce housing.
- Continue to investigate and implement zoning changes to facilitate the development of housing – particularly below-market housing.



Integrate sustainability, resilience, and climate change mitigation actions throughout City government and community.

- Encourage, support, and promote completion of Climate Action Plan implementation items. Actions to include both the municipal side and the community at large.
- Identify potential changes to municipal zoning and permitting to support sustainability and resiliency.
- Train and support community leaders.



Invite and engage the entire community, especially those traditionally unreached, to increase participation and transparency in government.

- Bring City Hall (Council, City staff) to neighborhoods, including Portsmouth Housing Authority properties and condo/apartment associations.
- Encourage new voices, conduct surveys on engagement opportunities, re-envision public dialogue with City Councilors.
- Meet residents where they are!



Support the needs of residents, businesses, nonprofits, arts, and cultural institutions by leveraging City and local resources.

- Encourage, support, and promote implementation items from the Cultural Plan, Public Art Review Committee and initiatives spearheaded by the Arts & Cultural Commission.
- Support recommendations from the Economic Development Commission relative to economic resilience and small business development and retention.



Explore opportunities to support all modes of transportation options.

- Investigate feasibility of a long-discussed downtown loop shuttle, and ways to encourage optimal movement throughout the city to the benefit of all users and neighborhoods.
- Continue collaboration with regional transportation partners.
- Consider metrics of transportation equity.
- Plan for the future of smart, autonomous, connected vehicles and mobility as a service type, to include potential providers and options.

Organizational Goals



Welcome and support diversity in the workplace and community

The City endeavors to create a welcoming, safe, and diverse community for residents, businesses, and visitors. To achieve this goal, the City has implemented plans, policies, and initiatives, including the following:

- In June 2020, the Portsmouth City Council passed Resolution #13-2020, declaring Portsmouth to be a Racial Justice Municipality. Included in the resolution are several commitments that the City has begun to implement. For more information, visit: portsnh.co/racialjustice.

- The City of Portsmouth has a diversity, equity, and inclusion statement that was developed by an internal working group representing a wide variety of departments. For more information, visit: portsnh.co/dei.
- The Portsmouth Public Library acts as a gateway to reading, information, culture, community activities and self-directed learning, serving all within the community. Like the City as a whole, the Library is dedicated to diversity, equity, and inclusion. Leadership in this area includes the establishment of the Taskforce for Inclusion, Diversity and Equity (TIDE), which meets weekly to discuss and combat racism in the building, collections, and profession.
- The Senior Activity Center (portsnh.co/seniorcenter), opened in 2020, in a greatly expanded space, with increased activity rooms, and a large Assembly Hall. The Center incorporates many design features recommended by the National Council on Aging and has become a vital, active center for seniors in the City.
- Community Campus (portsnh.co/communitycampus), purchased in 2022, allowed the Recreation Department to expand their offerings and provide high-quality programming and facilities. In Fall 2024, it will also become the home of Robert J. Lister Academy, Portsmouth's Alternative High School.



Maintain financial stability

The City follows specific financial policies and long-term financial guidelines to manage its financial and budgetary affairs. By doing so, the City ensures that its financial resources are responsibly stewarded to meet the current and future needs of the citizens of the City of Portsmouth. The City has created several approaches to maintain and improve fiscal stability. (These policies are described in the Financial Policies section of this document.)



Deliver services and programs with courtesy, professionalism, and efficiency

- Unassigned Fund Balance Ordinance
- Bond Rating
- Leave at Termination
- Health Insurance Stabilization Reserve
- Rolling Stock Programs
- Capital Improvement Plan
- Capital Outlay Policy
- Debt Service Planning
- Municipal Fee Review Process

- Investment Policy
- Property Valuation
- Performance Measures
- Enterprise Fund User Rate Policy
- GFOA Award programs



Meet or exceed state and federal legal/regulatory requirements including those for a safe and healthy community and environment

The City adheres to local, state, and federal laws and regulations while also identifying opportunities to help shape the laws that impact Portsmouth. The City, through its Legislative Subcommittee, plays an active role with our federal and state legislative delegations on matters that impact residents.

City staff strive to deliver services efficiently and diligently. The City models fiscal responsibility with long-standing, stable and predictable financial policies and practices. Professionalism, hard work, and dedication are hallmarks of City staff. Those in essential service roles continue to deliver the high-quality level of service that residents and businesses have come to expect and enjoy.



Maintain and improve infrastructure to meet the needs of the community

Municipalities depend on their infrastructure in the same way a living organism depends on its skeleton, nervous system, circulatory system, and brain. Without safe, efficient, functioning water, stormwater and sewer networks, bridges, streets and sidewalks, parking lots, garages, utility conduit and the interconnected “operating system” of knowledge, experience and resources, the City would not thrive. Infrastructure is the framework by which a city delivers the services its residents, business, and visitors depend on. One glance at the City’s Capital Improvement Plan (CIP) reveals just how complex the infrastructure has become to build, operate, and maintain.

School Board and Charter Commission Goals



Provide an educational environment that maintains School Board Goals and supports its pillars of opportunity, equity, student wellness, and a strong sense of community to every youth

The Portsmouth School Department, part of SAU 52, works in collaboration with the City on many initiatives. These include projects in energy efficiency, sustainability, and connectivity. Students are encouraged to be active participants in projects aligned with City goals. Our school community strives to create the following as a portrait of a graduate:

- **Passion for Knowledge** – Learners who are intrinsically motivated and well prepared to chart their own paths using curiosity, creativity, and critical thinking
- **Global Awareness & Community Contribution** – Learners who are service-oriented leaders in their own communities, who can see beyond their own shores - they have a deep appreciation for other cultures as well as a desire to establish themselves as advocates and contributors in the global landscape
- **Collaboration & Communication** – Learners who exhibit strong communication and collaboration skills that enable them to amplify diverse perspectives and skillfully navigate complex challenges
- **Transferable Skills** – Learners who possess practical life skills and strong work habits enabling them to adapt and to thrive as independent adults
- **Personal Well Being** – Learners who are healthy individuals, who find joy through a strong sense of self, belonging and an ability to actualize their own goals utilizing, resilience, flexibility, and a growth mindset
- **Empathy & Kindness** – Learners who embody kindness, empathy and compassion inclusive of all individuals



Protect the community through fire protection and crime prevention for its residents and businesses

- Police and Fire personnel serve and protect our community through various crime and fire cessation and prevention for residents and businesses alike. These critical Public Safety departments strive to maintain an active role within the community through community programs and life safety skills classes offered to the public.
- The Portsmouth Police Department (portsnh.co/police) utilizes full-time and auxiliary (part-time) Police Officers, and non-sworn civilians (dispatchers and administration

staff) to maintain safety and security in the City. The Department is made up of uniformed officers, police K-9, motorcycle patrol, animal control, members of the Seacoast Emergency Response Team (SERT), and Police Explorer Post. An Investigative Division is responsible for major crime investigations, juvenile investigations, Crime Stoppers, crime analysis, and the undercover narcotics unit.

- The Department follows the model of Community Policing for proactive problem-solving. At a time of social questioning, Community Policing continues to demonstrate that developing and maintaining partnerships is essential to sustaining dialogues that prevent the conditions that can produce crime and disorder. The police work within the community to build trust with residents and lower anxieties amongst the more vulnerable populations.
- The Portsmouth Fire Department (portsnh.co/fire) provides a full-time, all-hazards fire protection, hazardous materials response, fire prevention, special rescue, and advanced life support services organization through three fire stations staffed 24 hours per day.
- The Department also provides residential and commercial safety inspections, fire extinguisher and safety classes, and fire station tours to keep the City safe and to better educate the public on potential fire and safety hazards.
- The Department stands ready to act as vaccinators as they did during the pandemic, in the event of such a need, which serves to maintain and strengthen the reliable delivery of essential and critical emergency and non-emergency services and promoting the safety of the community and employees through comprehensive education and training.
- The Department seeks to minimize the risk of life and property loss through proactive planning, education, and enforcement of applicable codes and standards.

Citywide Initiatives

Planning & Sustainability

- **Market Square Master Plan**
  This plan has developed designs, needed infrastructure upgrades, and enhancements for Market Square. The plan is expected to be accepted in spring 2025. For more information, visit: portsnh.co/marketsquaremasterplan.

- **Bicycle Pedestrian Plan Update 2024-2025**
  The updated plan is intended to evaluate and measure progress towards implementing bicycle and pedestrian amenities and help to guide capital investments, while identifying additional funding options. The plan is nearing completion. For more information, visit: portsnh.co/bikepedplan.

- **Citywide Master Plan**
  The City has recently contracted with Utile Design to develop the next Citywide Master Plan. Work began in the spring of 2025. For more information, visit: portsnh.co/masterplan.

Citywide Goals Addressed:



Enhance the supply of housing choices, especially the supply of below-market rate housing options



Integrate sustainability, resilience, and climate change mitigation actions throughout City government and community



Invite and engage the entire community, especially those traditionally unreached, to increase participation and transparency in government



Support the needs of residents, businesses, nonprofits, arts, and cultural institutions by leveraging City and local resources



Explore opportunities to support all modes of transportation options



Deliver services and programs with courtesy, professionalism, and efficiency



Meet or exceed state and federal legal/regulatory requirements including those for a safe and healthy community and environment



Maintain and improve infrastructure to meet the needs of the community

Human Resources (HR)

- **Human Resource Information System (HRIS)**
  This system will be launched as part of the new Enterprise Resource Planning (ERP) software. HRIS helps organizations reduce manual effort, improve efficiency, make data-driven decisions, ensure compliance, and enhance both the employee and HR experience. Key advantages include:
    - Streamlined HR processes
    - Data centralization
    - Improved decision-making
    - Enhanced compliance
    - Employee self-service
    - Talent management and recruitment
    - Enhanced communication
    - Scalability

Citywide/Council Goals Addressed:



Deliver services and programs with courtesy, professionalism, and efficiency



Meet or exceed state and federal legal/regulatory requirements including those for a safe and healthy community and environment



Maintain and improve infrastructure to meet the needs of the community

Communications & Community Engagement

- **Communications Working Group**
  This Working Group is an ongoing collaborative effort with representatives from many City Departments to troubleshoot communication challenges, discuss strategies, manage changes, and share information and resources.
- **Website Improvements**
  Website Improvements – In FY26, several functionality improvements are anticipated for the website, including a new SMS and email notification system, calendar, and meeting notice

enhancements. This work is being done in close collaboration with the Information Technology (IT) Department and other stakeholders.

- **Branding & Style Guide**
  An Editorial Style Guide, a Design Style Guide, and a Communications Guide (a resource for staff and Committee members for Community Engagement) will be completed and distributed.

- **Public Outreach for City Initiatives**
  The Communications Team continues to work across departments to produce effective surveys, listening sessions, outreach campaigns, and materials to model an approach for future efforts to meet the community's needs and expectations.

Citywide Goals Addressed:



Invite and engage the entire community, especially those traditionally unreached, to increase participation and transparency in government



Deliver services and programs with courtesy, professionalism, and efficiency

Recreation

- **Community Campus Building Improvements**
  The City received a grant of $1 million from the NH Community Development Finance Authority (CDFA) in FY24 to support Community Campus upgrades. Along with $1.5 million in ARPA funding approved by the City Council, these funds allow for building improvements which include tenant space updates and relocations in the building, IT improvements, security upgrades, and more programming and office space for the City's Recreation Department. The project began in September 2024 and is slated to be completed in July 2025. For more information, visit: portsnh.co/campusconstruct.

- **New Turf Athletic Field**
  Design for the new field was completed and construction of an additional turf field and related amenities adjacent to the existing turf athletic field at the Community Campus property is scheduled to start in fall 2025.

- **South Mill Pond Playground**
  This project includes design, complete renovation, and replacement of the current playground, creating a new, ADA compliant, age-friendly, inclusive playground. For more information, visit: portsnh.co/southmill25.

- **Expanded Teen Programming**
  In order to meet the increasing demand for teen programming, the Department is offering

afterschool programs at the Middle School, as well as a six-week Teen Adventure Summer Program in 2025.

Citywide Goals Addressed:



Support the needs of residents, businesses, nonprofits, arts and cultural institutions by leveraging City and local resources



Deliver services and programs with courtesy, professionalism, and efficiency



Maintain and improve infrastructure to meet the needs of the community

Finance

- **New Enterprise Resource Planning (ERP) Software**
  The Finance Department has undertaken the search for a replacement to our aging accounting software, in use by the City for more than two decades. An RFP generated a great response, and the multi-department selection committee is moving the process forward. Extended implementation planning and process mapping are expected to be followed by initial configuration, training, and transition during calendar year 2026 with ancillary applications to be considered and implemented in the months to follow.

Citywide Goals Addressed:



Support the needs of residents, businesses, nonprofits, arts, and cultural institutions by leveraging City and local resources



Deliver services and programs with courtesy, professionalism, and efficiency



Maintain and improve infrastructure to meet the needs of the community

Legal

- **Gateway Neighborhood Overlay District (GNOD)**
  The Legal Department worked closely with the Planning & Sustainability Department, the Housing Committee, and representatives of the Kane Company in drafting the GNOD. It is anticipated that a substantial number of new housing units will be created in this pilot housing zone.

- **Land Conservation**
  Begun in FY25, a major project for the Legal Department continues to be the negotiation and crafting of the conservation easement document to preserve 94 acres of open space on Elwyn Road. In partnership with the Southeast Land Trust, the City has committed to providing up to $1 Million for this easement to protect one of the largest undeveloped properties in the City. For more information, visit: portsnh.co/concomm.

- **Implementation of Prosecution by Karpel (PbK)**
  PbK is case management software designed for the Prosecution Unit. The County Attorney's Offices use this software to manage their caseloads and maintain their files digitally. The software also provides for the automated creation of standard documents and correspondence, efficient production of discovery materials to defendants, and collection of data needed to apply for and file reports on the Federal Grants (VOCA & VAWA) that fund the Victim/Witness Advocate.

- **Ongoing Implementation of HighQ**
  HighQ is case management software which will streamline and allow for our collaboration with other City Departments. The Public Records Module has been implemented, processing 118 requests, to date. Configuration of the litigation module is almost complete and will be used by the Assessing Office for Abatement cases at the State Board of Tax and Land Appeals and the NH Superior Court.

- **OpenGov Procurement Project**
  The implementation of OpenGov Procurement software has updated and streamlined all of the City's contracting and procurement functions into one system for all staff and vendors to use. The Legal Department has collaborated closely with members of the Finance and Public Works Departments in the implementation of this program. Full functionality and staff training is expected in FY26. For more information, and to see the new software, visit: portsnh.co/bids.

Citywide Goals Addressed:



Deliver services and programs with courtesy, professionalism, and efficiency



Maintain financial stability

Health

- **Health In All Policies Approach**
  In FY25, the City Council adopted the Community Health Improvement Plan (CHIP), paid for with ARPA funds. The Plan includes a Health in All Policies approach to policy development, planning, investment, and infrastructure. This framework will be incorporated in the next Master Plan and other Citywide initiatives that affect public health and the safety of all residents, including those most vulnerable.

- **Community Resource Network Online Directory**
  The Health Department continues to work with the Community Resource Network (CRN). The Department recently utilized ARPA funds to contract with consultant Darci Creative to create an online directory of health and human service agencies serving Greater Portsmouth. For more information, visit: portsnh.co/health.

Citywide Goals Addressed:



Invite and engage the entire community, especially those traditionally unreached, to increase participation and transparency in government



Support the needs of residents, businesses, nonprofits, arts and cultural institutions by leveraging City and local resources

Library

- **Bookmobile**
  Utilizing ARPA funds, the library has ordered a bookmobile and will inaugurate it in early FY26 with outreach programs including the Farmer's Market, Homebound deliveries, festivals, and more.

Citywide Goals Addressed:



Maintain and improve infrastructure to meet the needs of the community



Deliver services and programs with courtesy, professionalism, and efficiency

Information Technology

- **Information Technology (IT) Infrastructure**
  The Information Technology Upgrades & Replacement project incorporates the general government (City Hall, Public Works, Recreation, and the Public Library), Police, Fire, and School Departments' technology needs. The replacement and upgrade of computers, servers, and other technology that has reached its end of life for FY26 supports the ability of all departments to deliver services efficiently.
- **Cybersecurity**
  The City addresses cybersecurity by the continual assessment of the technology environment through services provided by the US Cybersecurity and Infrastructure Security Agency (CISA) and remediation to improve our security posture.
- **Enterprise Resource Planning (ERP) Software**
  The various software used to perform the necessary financial functions of the City are being upgraded and expanded for Citywide efficiencies. Due to the size and cost of the project, funding is spread out over several years with a phased implementation which began in FY25.

Citywide Goals Addressed:



Maintain financial stability



Maintain and improve infrastructure to meet the needs of the community



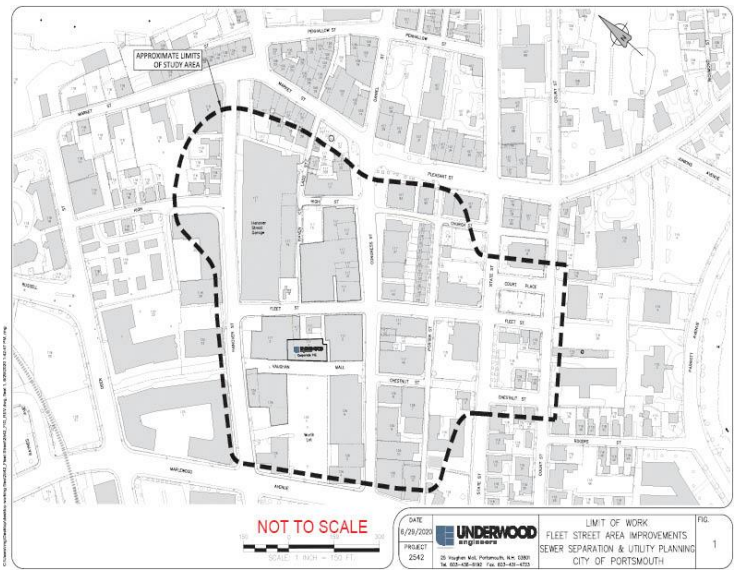
Deliver services and programs with courtesy, professionalism, and efficiency

Public Works

Construction Projects

- **Elwyn Park Sidewalks & Traffic Calming**
  This project will improve pedestrian connections and safety for all travelers in the Elwyn Park neighborhood. The addition of sidewalks and related traffic calming measures were recommended in the City's 2010 Safe Routes to School Action Plan and identified as a project in the City's 2014 Bicycle and Pedestrian Plan with an emphasis on providing safe bicycle and pedestrian connections to the Dondero Elementary School. For more information, visit: portsnh.co/elwynsidepath.
- **Fleet Street Area Reconstruction**
  This project includes water, sewer, and drainage upgrades along with a full streetscape rework and other pedestrian enhancements. Funding will come from the Water and Sewer

Enterprise Funds and the General Fund. Design work and permitting continues on all three construction areas: Upper Congress Street and Vaughan Mall, Maplewood Avenue from the railroad tracks to Hanover Street for the drainage outfall, and Fleet Street. Vaughan Mall and the construction of a new drain line under Maplewood Avenue from Hanover Street to the North Mill Pond are the first two projects to take place in 2025. In 2026, the construction moves into the Upper Congress Street area from Fleet Street to Maplewood. The anticipated project completion is 2027. For more information, visit: portsnh.co/fleetreconstruction.



- **Woodbury Avenue Traffic-Calming Project**
  Residents in the Woodbury Avenue neighborhood have requested traffic calming measures between Market Street and Bartlett Street. City Staff presented revised conceptual plans to construct several speed cushions and median islands on Woodbury Avenue between Echo Avenue and Dennett Street to alter Woodbury Avenue's wide and straight alignment, provide pedestrian crossing refuge areas, and to slow vehicle speeds. For more information, visit: portsnh.co/woodburycalm.

- **Peverly Hill Road Project**
  NHDOT has approved the Preliminary Design and has given the City authorization to proceed with Final Design and Right of Way Phases to obtain the necessary land for construction of the project. Following NHDOT review of the next steps, construction could begin as soon as 2026. For more information, visit: portsnh.co/peverlycomplete.

- **Chapel Street**
  This project will include the reconstruction of Chapel Street from Bow Street to Daniel Street. Work will include replacement of the water main, sewer main, and drainage improvements along the roadway.

- **Hanover Garage**
  The Hanover Garage, built in 1985, is in the final phase of a three-year renovation that started in July 2022. The project includes maintenance and upgrades to steel structural beams and columns as well as the precast floor slabs and follows from the engineering analysis, completed in 2021. Construction has required phased closures of up to 300 parking spaces at a time. For more information, visit: portsnh.co/hanovergarage.

- **Mechanic Street Pump Station**
  The Mechanic Street Wastewater Pumping Station is the largest in the City. The City developed a Pump Station Master Plan to perform limited upgrades. However, in 2023 and 2024, pump failures and flooding events which required temporary pump installation on the site and emergency repairs, underscored the need for a comprehensive replacement and upgrade program. The City intends to present concepts to the City Council and the community in 2025 before moving forward with the project. For more information, visit: portsnh.co/mechanicupgrade.

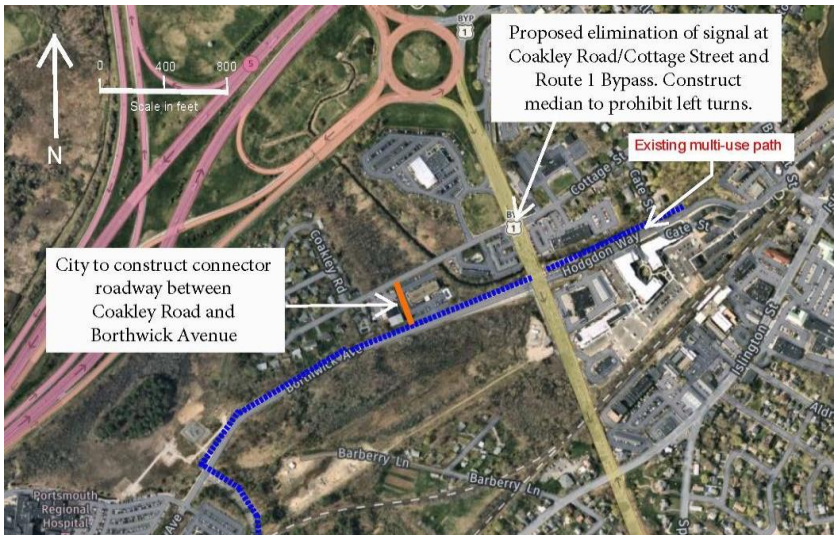
- **Pease Tradeport Wastewater Treatment Facility**
  This project will upgrade the Pease Tradeport Wastewater Treatment Facility (WWTF) to address treatment capacity limitations based on projected buildout of the Tradeport for both domestic and industrial customers. Much of the Pease Tradeport WWTF equipment has reached the end of its service life and cannot accommodate the future flows and loads associated with the buildout. Improvements include upgrades to the liquid and solids treatment processes and ancillary systems to address nitrogen removal requirements. The project includes an electrical system upgrade, mechanical equipment replacement, expansion of the secondary treatment capacity, and conversion of the effluent disinfection system from chlorination/dechlorination to ultraviolet. Construction is anticipated to take approximately two years, and the facility will remain in operation throughout construction. For more information, visit: portsnh.co/peasewwtf.

- **South Mill Pond Playground**
  This project is to replace the existing South Mill playground with a new, universal design, ADA-compliant, age-friendly, inclusive playground. The design team conducted a public survey and hosted a public input session to ensure the project meets community needs. For more information, visit: portsnh.co/southmill25.

- **Elementary School Playgrounds**
  Upgrades to the playgrounds at Dondero, Little Harbour, and New Franklin schools are anticipated in the outyears of the CIP, starting with concepts for universal design and accessibility.

- **Campus Drive, Multi-Use Athletic Field**
  Site improvements to existing fields and recreation facilities are planned which will increase playability and improve services while addressing drainage issues, improving turf systems, converting practice fields to competition fields, and upgrading infrastructure at the site.

- **Route 1 Bypass/Coakley/Cottage Intersection**
  The City of Portsmouth received approval from the New Hampshire Department of Transportation (NHDOT) on its $1.2 million Congestion Mitigation and Air Quality (CMAQ) project plan to improve traffic flow on the Route 1 Bypass. It calls for removing the traffic signal at the intersection of Route 1 Bypass, Coakley Road, and Cottage Street and extending the median on Route 1 Bypass to prohibit left turns. To provide left turn access to and from the Bypass for users of Coakley Road, the City will construct a connector road from Coakley Road to Borthwick Avenue. The City held a public information meeting to discuss the project in detail and to invite public input on the plans on October 22, 2024. For more information, visit: https://portsnh.co/bypasscoakley.



- **Middle/Miller/Summer Streets Intersection Redesign**
  This project includes the realignment of the intersection to provide safer and better sight distance by replacing the existing, outdated traffic signal with new equipment that meets current design standards. Included in this project are new mast arms, signal heads, pedestrian signals, accessible curb ramps, signal detection, and a signal controller. Modifications to the pavement markings and lanes are also proposed. For more information, visit: https://portsnh.co/middlemiller.

- **Russell/Market Street Intersection Upgrade**
  Due to increased traffic volume, this intersection was identified for an upgrade. Improvements will address traffic flow and safety. The upgrades will be designed to complement the recently completed Market Street Gateway Project.

- **Cate Street Bridge Replacement**
  This bridge is beyond its 50-year design life and must be replaced to remain open and ensure emergency vehicle access to Portsmouth Regional Hospital from the neighborhood. The City will continue make temporary repairs until State funding is available for the bridge replacement.

- **Market Square Master Plan**
  The Market Square study completed in FY25 will inform capital investments needed in the Square. After engaging the community in a Citywide process to understand the vision, values, and funding priorities for Market Square the project will be implemented in multiple phases which are reflected in funding requests for FY28 and FY30, including streetscape

improvements, pedestrian enhancements, and upgrades to water, sewer, drainage. For more information, visit: portsnh.co/marketsquaremasterplan.

Citywide Goals Addressed:



Integrate sustainability, resilience, and climate change mitigation actions throughout City government and community



Support the needs of residents, businesses, nonprofits, arts and cultural institutions by leveraging City and local resources



Maintain financial stability



Meet or exceed State and Federal legal/regulatory requirements including those for a safe and healthy community and environment



Deliver services and programs with courtesy, professionalism, and efficiency



Maintain and improve infrastructure to meet the needs of the community

Municipal Facilities

- **Upgrade to DPW Complex**
  Work is intended to improve garage, maintenance, and HVAC control systems and to provide needed garage storage space.
- **Community Campus Improvements**
  Facility maintenance and improvements at the Community Campus are included in the approved FY25-30 Capital Improvement Plan. This 20+ year old building needs ongoing maintenance. The roof is in need of repair. The aging fire alarm system and HVAC controls are also of concern. Budgeted CIP funds are being used to address those improvements as well as ongoing maintenance of plumbing infrastructure, playgrounds, retaining walls, and kitchen equipment. A security card access system was installed, and improvements were made to exterior lighting. The Tenant Improvement Project Phase 1 was completed in FY25 under budget. For more information, visit: portsnh.co/campusconstruct.

Citywide Goals Addressed:



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Deliver services and programs with courtesy, professionalism, and efficiency

Water Division



- **Water Service Line Inventory**
  The U.S. Environmental Protection Agency (EPA) required that all public water suppliers, including the City of Portsmouth, submit an inventory of the materials in water service lines (the pipes that deliver drinking water from the public water mains to customers) by October 16, 2024. Of the 8,400 water service lines in the City, 7,760 were identified with material types. As required by the EPA, the Water Division continues to notify customers whose water service line material is identified as galvanized steel or whose service line material has not been identified. No lead services lines were identified in the Portsmouth or Pease water systems. For more information, visit: portsnh.co/servicelineinventory.

- **Little Bay Water Line Project**
  This project consists of design and construction of a new water transmission main beneath Little Bay to provide redundancy for the two existing water mains that have been in place for nearly seventy years. Because bids for the waterline installation were too high, the project was split into two phases. Phase One, completed in 2024, covered the installation of new valves on the existing mains on either side of the bay to allow either of the transmission mains to be closed in an emergency. Phase Two, the installation of a new transmission main is being revised in response to permit requirements and modifications to acceptable construction methods. For more information, visit: portsnh.co/waterprojects.

- **Conservation Easements to Protect Reservoir**
  The Portsmouth Water System depends on the 22-square mile watershed that drains to the City's 440 acre Bellamy Reservoir. The City acquired conservation easements in 2018 and 2020, totaling 178 acres of properties that abut the Bellamy Reservoir, through the combined efforts of the City, Southeast Land Trust and the Town of Madbury. The City is working to acquire a 45-acre parcel near the surface water intake and anticipated securing the Fernald property by the end of FY25. For more information, visit: portsnh.co/BellamyEasement2023.
  .



- **Greenland Well Treatment**
  This project involves the design and construction of a PFAS treatment facility at the Greenland Well. EPA regulations (finalized in 2024) set drinking water limits at levels slightly below the current PFAS levels tested at the Greenland Well. New drinking water limits must be met by 2029. This facility is being designed to provide compliance with these new regulations. For more information, visit: portsnh.co/waterprojects

- **Chapel Street**
  This project will include the reconstruction of Chapel Street from Bow Street to Daniel Street. Work will include replacement of the water main, sewer main, and drainage improvements along the roadway.

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- **NH Seacoast Greenway**
  The City plans to create additional access points to the Greenway at Barberry Lane, between Borthwick Avenue and Islington Street and at Ocean Road. For more information, visit: portsnh.co/greenway.

Citywide Goals Addressed:



Integrate sustainability, resilience, and climate change mitigation actions throughout City government and community



Maintain financial stability



Meet or exceed State and Federal legal/regulatory requirements including those for a safe and healthy community and environment



Deliver services and programs with courtesy, professionalism, and efficiency



Maintain and improve infrastructure to meet the needs of the community

Parks & Public Greenery Division

- **Portsmouth Tree Viewer**
  A new feature of the City's website details the City's tree inventory. There are over 15,000 trees in Portsmouth that provide natural and historic character, filter environmental pollutants, aid in storm water runoff and filtration, provide wildlife habitat, provide

screening, increase biodiversity, and improve quality of life. For more information, visit: portsnh.co/treeview.

Citywide Goals Addressed:



Integrate sustainability, resilience, and climate change mitigation actions throughout City government and community



Meet or exceed State and Federal legal/regulatory requirements including those for a safe and healthy community and environment



Deliver services and programs with courtesy, professionalism, and efficiency

Parking & Transportation Division

- **Implementation of the 2025 Parking Utilization Plan**
  Based on the recommendations of the Plan, and working with the City Council, the Division began development of short, medium, and long range operational plans. Initially, the focus is on the high-impact, near-term projects, including:
    - A new Homewood Suites Hotel and high-density residences near the Foundry Place parking garage
    - The development and loss of the Sheraton Hotel public parking lot
    - The return to full capacity of the Hanover Garage after three years of maintenance and upgrades removed 300 spaces from the City's parking inventory

  For more information on the Parking Utilization Plan, visit: portsnh.co/2023parkingneeds.
- **Wayfinding Technology Upgrades**
  The Division is researching an application-based wayfinding product in conjunction with the current meter parking vendor ParkMobile, which now accounts for nearly 70% of all metered transactions in Portsmouth. The application would notify users as they arrive in Portsmouth to assist them in locating available parking or send alerts for special events that may impact the available parking inventory. Using the concept of "know before you arrive" will make the parking experience better for users, reduce congestion, pollution, and the carbon footprint of those drivers as they search for parking.

  Citywide Goals Addressed:



Support the needs of residents, businesses, nonprofits, arts and cultural institutions by leveraging City and local resources



Explore opportunities to support all modes of transportation options



Maintain financial stability

Deliver services and programs with courtesy, professionalism, and efficiency

School Department

- **Elementary School Redistricting Plan** – In January 2025, the School Board approved an elementary redistricting plan. This plan realigns catchment area boundaries with an eye toward more equitable utilization of our schools. For more information, visit: portsnh.co/redistrict2025.
- **Strategic Focus Area One: Rigorous and Aligned K-12 Curriculum** – The following steps are being taken in conjunction with this focus area:
    - Develop a steering committee with a shared vision of K-12 curriculum outcomes composed of teachers and administrators
    - Audit current/existing information across the district regarding curriculum maps
        - Create a shared format and common tools to use
    - Establish teams across schools to complete pacing maps in all curricular areas, including world language
    - Secure curriculum coordination at PMS through the budget process
    - Plan early release and professional development days for the 2025-2026 calendar
    - Include training on Universal Design for Learning (UDL) and Multitiered Systems of Support (MTSS)
- **Strategic Focus Area Two: Building Educator Capacity** – The following steps are being taken in conjunction with this focus area:
    - Examine current evaluation practices within schools across the district
    - Establish a steering committee for evaluations composed of teachers and administrators
        - Investigate new tools that for professional staff evaluation
        - Select 2-3 structures and explore their implementation
    - Review teacher effectiveness and evaluate if changes need to be made
    - Create a schedule for administrators for evaluations to be conducted
    - Reconsider the Collective Bargaining language regarding evaluation and make necessary adjustments

Strategic Focus Area Three: Student Safety, Well-Being, & Belonging – The following action steps are being taken in conjunction with this focus area:

- Implement Social Emotional Learning (SEL) programs at all levels, K-12

- Establish steering committee to incorporate Collaborative for Academic, Social, and Emotional Learning (CASEL)
- Standards within district SEL guidelines
- Examine data to assess student engagement in academics and school culture
- Implement the *Navigate 360 Emergency Suite* districtwide
- Conduct a Safety Assessment with NH Homeland Security & Emergency Management

Citywide Goals Addressed:



Provide an educational environment that maintains School Board Goals and supports its pillars of opportunity, equity, student wellness, and a strong sense of community to every youth



Deliver services and programs with courtesy, professionalism, and efficiency



Support the needs of residents, businesses, nonprofits, arts and cultural institutions by leveraging City and local resources

Police Department

- **International Chiefs of Police (IACP) Trust Building Campaign**
  The Department joined this multi-year campaign which "seeks to enhance trust between police agencies and the communities they serve by ensuring positive community-police partnerships that promote safe, effective interactions; create strategies to prevent and reduce crime; and improve the well-being and quality of life for all."
- **The 30 x 30 Advancing Women in Policing Initiative**
  Currently, women across the nation comprise only 14% of sworn officers. This ongoing initiative seeks to increase the representation and experiences of women in all ranks of policing. The stated goal, to reach a proportion of 30% women among sworn staff by 2030, is having positive results. The Department is currently at 10%, up from 9% in 2024.
- **Policing Facility**
  The Police Department has been seeking a new facility since 2014. This project is moving forward, and site selection has concluded. In 2025, the Mayor appointed a Municipal Building Blue Ribbon Committee to review the Policing Facility and the City Hall complex as a whole. For more information, visit: portsnh.co/municipalbuildingbrc.
- **Staffing Study**
  A staffing study with Matrix Consulting Group is currently underway in tandem with the work of the Municipal Building Blue Ribbon Committee. They will review the operations

and the facilities to make recommendations for staffing levels, which will impact the size of the proposed Policing Facility. For more information, visit: portsnh.co/municipalbuildingbrc.

- **Body Cameras**
  Implementation of body worn cameras is anticipated in FY26. The initial stage of the equipment rollout involves creating standard operating procedures that will ensure the program complies with State and federal laws, best practices for the operation of the entire program, and proper deployment.
- **Accreditation**
  The Department continues to work toward the next, "top tier," re-accreditation process with the Commission on Accreditation for Law Enforcement Agencies (CALEA). The Department is in the process of achieving New Hampshire Accreditation – a new program.
- **Computer Aided Dispatch/Records Management System (CAD/RMS)**
  In FY24, the Department kicked off implementation of a new system for dispatch and records management. Data migration anticipated to be completed in the second quarter of FY26, with testing and training to follow. An advocacy group of over 100 City residents recently proposed a set of policy changes to the Police Commission to enhance Commission and Department transparency, accountability, performance, goodwill, and community confidence. The recommendation of data gathering/analysis from this effort informs the new CAD/RMS system. The first set of quarterly data is anticipated to be available in FY26.
- **Training Events**
  The Department will continue with all public safety training events in FY26 to include CRASE (Civilian Response to Active Shooter Events), ALICE (Alert, Lockdown, Inform, Counter, and Evacuate), Fraud Awareness, Personal Safety, and Bank Safety.
- **Community Events**
  The Department will continue initiatives in Community Policing such as Coffee with a Cop, Shop with a Cop, National Walk to School Day, Senior Summer Picnic, National Night Out, Veterans Breakfast and Senior Thanksgiving Luncheon.

Citywide Goals Addressed:



Invite and engage the entire community, especially those traditionally unreached, to increase participation and transparency in government



Deliver services and programs with courtesy, professionalism, and efficiency



Protect the community through fire and crime cessation and prevention for its residents and businesses



Welcome and support diversity in the workplace and community



Maintain and improve infrastructure

Fire Department

- **Fire Station 3**
  In FY26, the Fire Department is continuing the implementation of full-time status of a third Advanced Support Ambulance out of Fire Station 3.

Citywide Goals Addressed:



Deliver services and programs with courtesy, professionalism, and efficiency.



Support the needs of residents, businesses, nonprofits, arts and cultural institutions by leveraging City and local resources

Citywide Recognitions, Awards, Grants, and Accomplishments for Fiscal Year 2024

Recognitions & Awards

Planning & Sustainability



- In December 2024, the City received the Housing Champion Award from NH Department of Business and Economic Affairs, recognizing Portsmouth's outstanding commitment to fostering an environment that supports innovative and sustainable solutions to address New Hampshire's housing needs.
- In December 2024, the City received the SolSmart Bronze Award in recognition of its solar energy efforts. For more information, visit: portsnh.co/news.
- In January 2025, the City received a Bronze-level Bicycle Friendly Community award from the League of American Bicyclists. For more information, visit: portsnh.co/news.

Recreation

- **Age Friendly City** – The City continues to be recognized as an Age Friendly Community through the American Association of Retired Persons' (AARP) Livable Community initiative. Age Friendly efforts strive to support people of all ages and improve the quality of life for everyone.

  A community benefits from the adoption of policies and programs that increase health and wellness programming, feature transportation options, enable access to key services, and provide opportunities to participate in social activities. Well-designed, age friendly communities make for happier, healthier residents regardless of age.

  Approximately 37% of Portsmouth residents are aged 50 and older. The City supports a Senior Activity Center to coordinate activities, partnerships, and programs that support an aging population. The Recreation Department and Portsmouth Public Library host hundreds of activities for all ages year round.



- **Conference Presenter** – Assistant Director Brinn Sullivan was a featured presenter at the Northern New England Recreation Conference, speaking on Reframing Aging.

- **Chamber Collaborative** – Assistant Director Brinn Sullivan received the CelebrateHER Award (Large Business/Organization) from the Chamber Collaborative of Greater Portsmouth for exhibiting leadership, tenacity, and strength.
- **Outstanding Aquatics Program** – The New Hampshire Recreation and Park Association (NHRPA) recognized the Portsmouth Recreation Department with the 2025 Outstanding Aquatics Program award on Thursday, April 10th, 2025. It highlights the successful programs that run at the Indoor Pool, Outdoor Pool, and Spinnaker Point including the robust Swim Lesson classes that provide instruction to over 1,000 people in the Greater Portsmouth area each year.

Legal

- **New Hampshire Bar Association** – Of Counsel, Robert P. Sullivan, who retired after serving as the City Attorney for 40 years, was presented with the New Hampshire Bar Foundation's Frank Rowe Kenison Award. This award recognizes an attorney who makes "substantial contributions to the betterment of New Hampshire citizens through the administration of justice, the legal profession, or the advancement of legal thought."



Library

- **The Jim Horrigan Award** – This award was presented to the Library by the Portsmouth Democrats in recognition of outstanding service to our community. The presentation stated: "The Portsmouth Public Library offers a wide range of activities and resources for our community. Their commitment to the children of Portsmouth is outstanding. The staff of the library offers a welcoming environment and are available to assist with any library needs you may have. During COVID, they modified their services for our community that were admired and appreciated by all. Our library is a gem for the citizens of Portsmouth."

Department of Public Works

- **Arbor Day Foundation Tree City & Tree Growth Awards** – The Arbor Day Foundation once again recognized Portsmouth as a Tree City USA as it has for over twenty years. The Tree City USA program is sponsored by the Arbor Day Foundation in partnership with the U.S. Forest Service and National Association of State Foresters. Portsmouth achieved Tree City USA recognition by meeting the program's four requirements: supporting a tree board or department, a tree-care ordinance, an annual community forestry budget of at least two dollars per capita, and an Arbor Day observance and proclamation. Since 2019, the Parks and Greenery Department has also received The Arbor Day Foundation's Tree Growth Award, which is based on the Department's high-achieving levels of education, partnerships, planning and management, and tree planting and maintenance.

TREE CITY USA®

School Department

- **Top-Ranked Schools** – *US News and World Report* placed all City schools in the top 25 schools in NH for 2025
    - New Franklin Elementary School (NFS) #6
    - Little Harbour Elementary School (LHS) #14
    - Dondero Elementary School (DON) #22
    - Portsmouth Middle School (PMS) #9
    - Portsmouth High School (PHS) #15
- **Standardized Testing** – Portsmouth elementary schools continue to perform "well above expectations" in literacy and math on the Statewide Assessment System (SAS), with 72% of students in grades 3-5 scoring proficient or above proficient at LHS and 82% proficient and above at NFS.
- **University of New Hampshire (UNH) Internship** – LHS and NFS were chosen as partnership sites for UNH graduate interns. Due to a declining number of students enrolled in the education program, securing an intern has become increasingly competitive. Additionally, both schools host Reading Practicum students from UNH, partnering undergraduate students with classroom teachers to shadow, observe, and work with students. These students also participate in workshops hosted by our Reading Specialists on teaching reading based on the Science of Reading strands.
- **Consular Recognition** – The Italian Consulate in Boston recognized three students from LHS and three DON students in a contest celebrating Italian Creativity, which required students to interpret and demonstrate understanding of a text in a creative way.
- **Coccia-Inserra Award for Excellence** – PHS World Language teacher Joseph Marquette won the National Coccia-Inserra Award for Excellence in the teaching of Italian. This is a K-12 national award.
- **World Languages** – PHS World Language teacher Helaine Wemple presented a pedagogical project developed during her recent Fulbright in Colombia at the Global Education Benchmark Group's National Conference in Miami in April.
- **Junior Seal of Biliteracy** – Students in Portsmouth Middle School will be awarded the Junior Seal of Biliteracy from the State of NH for participating in two years of Foreign Language study during Middle School.
- **Seal Shout Out** – LHS revamped their Seal Shout Out awards to incorporate their values more directly; this includes recognizing and celebrating students for acts that show leadership, good citizenship, and a commitment to lifelong learning.
- **Career Technical Education Center (CTE) Recognition**
    - Four PHS CTE Computer Science Pathway students won the District 1 Congressional App Challenge for developing the Google Extension: Clarity. Congressman Chris Pappas visited in February 2025 to recognize these students and their amazing work. Their work will be on display in Washington, DC.

- Four PHS CTE Careers in Education learners have been accepted to present workshops at the Educators Rising National Conference in Orlando, Florida this June. They will be accompanied by two Educators Rising Spring Competitive Events winners who have earned a place to compete nationally.
- The PHS CTE Business students have seen success with Future Business Leaders of America membership and through participating in their Statewide leadership competition. Three young women studying Business were just recognized by the Chamber Collaborative of Portsmouth and the Women's Business League, as "Lighting Our Way Honorees" at their CelebrateHER event in February. This past fall, Accounting Pathway students travelled to UNH and participated in a Fraud Challenge Competition. Our students earned first and second place in the competition against their peers from across the State.
- PHS CTE continues its strong relationship with Hospital Corporation of America's Portsmouth Regional Hospital. This school year, we have had 16 interns placed across units such as: Emergency, Nursing, Trauma, Family Services, Surgical Sterile and the Intravascular Cardiac Unit. Summer internships and spring clinical experiences for our Health Science Technology students will continue to add to the number of learners jumping into high skill, in demand career pathways in healthcare.
- Several students in the Culinary Arts Pathway have received local and State recognition this year. In early October, students won many 1st, 2nd, and 3rd place ribbons in their first ever submissions to the Deerfield Fair. One blue ribbon winner is having their recipe included in the Deerfield Fair's 150th Anniversary Cookbook. Two students from Culinary Arts won the New Hampshire Lodging and Restaurant Association's (NHLRA) Annual Gingerbread Competition. One member of the Culinary Arts program was selected to be a teaching assistant – while still a high school student – in Great Bay Community College's (GBCC's) Culinary Arts and Sustainable Foodways program which started in February 2025.

- **STEAM Activities** – Jillian Foote, second grade teacher at DON, received a class set of Hess Trucks to implement STEAM activities into her classroom.
- **Sustainable Design** – The Architecture, Construction, and Engineering (ACE) Mentor Program NH student team captains from Portsmouth High School presented their sustainable design project of a community recreation center incorporating upcycled shipping containers to the Planning Board in October. The team presented the design, budget estimates, and projected timeline to the board for their feedback.
- **Debate Performance**
  - PHS Debate competed at Yale's National tournament early in the school year. The team competed in 5 NH Debates this year with around 50 competitors each, and Portsmouth came in first in both the speaker and team category in all of them. The team competed at Newton South High School in Newton, MA and had an undefeated team.

- PHS sent students to compete at Harvard's National Speech and Debate Tournament along with over 500 other schools.

- **Poetry Out Loud** – PHS Senior Claire Audet won the school-wide Poetry Out Loud competition and competed in the NH state semi-finals.
- **Literary Recognition** – PHS Literary Magazine, *Epitome*, gained national recognition as "Superior" by the National Council of Teachers of English.

Police Department


Office of the Secretary of Defense
EMPLOYER SUPPORT OF THE GUARD AND RESERVE

Recognizes

Mark Newport
Portsmouth Police Department

as a

PATRIOTIC EMPLOYER

for Contributing to National Security and Protecting Liberty and Freedom by Supporting Employee Participation in America's National Guard and Reserve Force

ESGR
EMPLOYER SUPPORT OF THE GUARD AND RESERVE



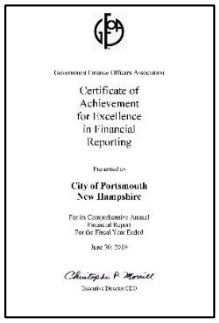
- **Patriot Award –** On February 18, 2025, Police Chief Mark Newport was honored with the prestigious Patriot Award by members of the New Hampshire Air National Guard through the Employer Support of the Guard and Reserve program (ESGR). Chief Newport was nominated for the award by a patrolman who also serves in the Guard. The Patriot Award recognizes employers who demonstrate exceptional support of their employees during times of military deployment and training. In accepting the award, Chief Newport emphasized that the recognition reflects a collective effort of the entire Portsmouth Police Department, to support our coworkers who serve in the Air National Guard. The Patriot Award highlights the importance of fostering a supportive work environment for those serving in the military, and the Portsmouth Police Department's ongoing dedication to supporting their members both on and off duty.



- **Community Policing Award** – In September 2024, the Department was awarded the New England Association of Chiefs of Police Community Policing Award. This award honors a Department that demonstrates community focused, problem-oriented policing, grounded in the belief that the police are part of the community, and as such, must work in partnership with those they serve. An application was submitted in May, highlighting a case that was representative of the on-going teamwork between Patrol, Investigations, and help from the public, to solve cases in the City that lead to the arrest and conviction of perpetrators.

Finance Department

- **Government Finance Officers Association (GFOA) Awards**
  Annual Comprehensive Financial Report Award (ACFR)
  The Government Finance Officers Association of the United States and Canada (GFOA) awarded the City of Portsmouth its 31st Certificate of Achievement for Excellence in Financial Reporting for the fiscal year-ended June 30, 2023 ACFR. The Certificate of Achievement recognizes the publication of "a readable and efficiently organized Annual Comprehensive Financial Report, whose contents conform to program standards." Such reports must satisfy both Generally Accepted Accounting Principles (GAAP) and applicable legal requirements.


Certificate of Achievement for Excellence in Financial Reporting

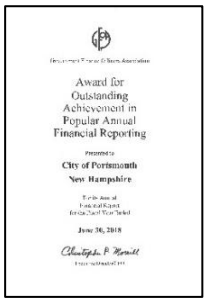
City of Portsmouth New Hampshire

- **Budget Presentation Award**
  The City received the GFOA's Distinguished Budget Presentation Award for the 19th consecutive year for the Proposed Budget Document for fiscal year beginning July 1, 2024 (FY25). The award recognizes the City's budget documents as "proficient as a policy document, a financial plan, an operations guide and a communication device."


Distinguished Budget Presentation Award

City of Portsmouth New Hampshire

- **Popular Annual Financial Report (PAFR) Award**
  The City received the GFOA's Popular Annual Financial Report (PAFR) Award for the 7th consecutive year for the fiscal year-ended June 30, 2023 report. This award recognizes the publication of "a document that extracts information from their Annual Comprehensive Financial Report to produce a high quality Popular Annual Financial Report specifically designed to be readily accessible and easily understandable to the general public and other interested parties without requiring a background in public finance."


Award for Outstanding Achievement in Popular Annual Financial Reporting

City of Portsmouth New Hampshire

June 30, 2023

- **Triple Crown Medallion**
  The City of Portsmouth received its 6th consecutive GFOA Triple Crown Medallion for achieving all three (3) awards for exceptional financial reporting: the City's FY25 Budget Document, the FY23 Annual Comprehensive Financial Report, and the FY23 Popular Annual Financial Report.



- **Bond Rating**
  Standard & Poor's (S&P), the national rating agency, completed another municipal bond credit rating review in June 2024 and affirmed the City's AAA rating, the highest rating possible with S&P 12 consecutive times. The City has maintained this rating since 2013. In their summary, S&P noted that their report "[R]eflects S&P Global Ratings' opinion of the city's very strong management and economic profile, which we believe will continue to support its positive financial operations, resulting in continued maintenance of the city's high reserve levels."

STANDARD &POOR'S

Notable Media Accolades

The following is a highlight of the media coverage received in FY25:

- Parade (March 17, 2025), Samantha Brown's Best US Destination Recommendation is a Vibrant Hub Of Shops And Eateries
- Boston Globe (March 7, 2025), The Best of Portsmouth, N.H., According to These Three Insiders
- Luxury Travel (November 26, 2024), Private Jet Thanksgiving Getaways: Small Towns Edition
- USA Today (November 22, 2024), Christmas Lights NH: 5 Must-See Displays in 2024
- Travel + Leisure (November 22, 2024), America's Best Towns for the Holidays
- Knox News (October 9, 2024), New Hampshire offers Breezy Beaches, Historic Sites
- TripAdvisor.com (July 29, 2024), The 15 Best Things to Do in New Hampshire
- Wanderlust (July 25, 2024), Best Time to Visit New Hampshire
- Fortune (July 23, 2024), 50 Best Places to Live Will Serve Multigenerational Families for the Long Haul
- For more Accolades, visit: portsnh.co/accolades

Grant Awards

The City diligently seeks out grants through federal and State agencies to fund capital projects and services. For FY25, the City has received the following grants:

General Administration & Finance

- Grant from Moose License Plate Conservation program – $8,999.50
- Donation from Carl Austin Hyatt, Rodney and Wickie Rowland, Eric MacDonald, M. Christine Dwyer, Pauline G. Elkin, Tim Ellis, Shelagh E. Mahoney, Ben Auger, Eric Gregg, and Michael and Glicka Kaplan for the Carl Austin Hyatt artwork, "Portsmouth Salt Piles S-1"– $10,000
- Donation from David and Jacqueline Mahoney Fund for the restoration of Old North Cemetery – $10,000
- Donation to the Historic Cemetery Committee from residents – $200
- Donation from EightKPH LLC to the Historic Cemetery Committee – $2,500
- Donation from Appledore Marine Engineering LLC/The Webs Foundation for a memorial to Dinah Chase Whipple at North Cemetery – $1,000
- Grant from HealthTrust for wellness programs – $2,000
- Grant from the State of NH, Department of Justice, Victims of Crime Act (VOCA) to partially fund the Victim/Witness Advocate in the Prosecution Unit – $24,739

- Grant from the State of NH, Department of Justice, Violence Against Women Act (VAWA) to partially fund the Victim/Witness Advocate in the Prosecution Unit – $25,025
- Grant from the NH Department of Information Technology through the Overwatch Foundation .GOV "In a Box" Program – $10,000

Planning & Sustainability

- Grant from InVestNH from the Housing Opportunity Planning (HOP) 2.0 Grant program to further the community's efforts to address housing challenges with analysis and targeted recommendations on regulatory amendments – $65,321
- Grant from Great Bay Resource Protection Partnership to install wetland buffer plantings and purchase and install an educational sign for freshwater wetland buffer plantings – $10,000 (with a City match of $4,099)
- Grant from Great Bay Resource Protection Partnership to install tidal wetland buffer plantings and install an educational sign – $9,991 (with a City match of $4,099)
- Grant from New Hampshire Department of Environmental Services Coastal Program to design and develop outreach materials and educational signs for tidal and freshwater wetland plantings – $9,486 (with a City match of $5,264)
- Grant from Portsmouth Garden Club for raised garden beds, accessories to the gardens, and for a future memorial garden – $880
- Grant from Foundation for Seacoast Health for increase of caregiver support at the Senior Activity Center and the continuation of concerts at the Center to reduce Senior isolation – $10,000

Department of Public Works

- Grant for Cate Street Bridge Replacement Funding Agreement from NH Department of Transportation – $275,294.46
- Grant from NH Department of Environmental Services for water service line inventory activities – $60,000
- Grant from State of New Hampshire Department of Safety Pre-Disaster Mitigation Grant Program – $965,333.33 (with a City match of 25%)
- Grant from NH Department of Environmental Services Grant for Household Hazardous Waste Collection – $4,951
- Donations for labor and materials to construct a pump track adjacent to the Skatepark and NH Greenway:
    - NH Charitable Foundation, Altus Engineering Charitable Fund – $5,000
    - Neal Ouellett and Darlene Furbush Ouellett – $5,000
    - Severino Trucking Company – $10,000
- Grant Amendment for ARPA Funded Sewer Rehabilitation Contract 1 Project – $220,000

School Department

- Grant from the Clipper Foundation for Expanded Woodworking was awarded to Middle School educator Venera Gattonini – $3,900
- Grant from the Clipper Foundation to implement Flex Farms was awarded to Portsmouth Middle School educator Meg Rice – $11,849.75
- Grant from the Clipper Foundation for Art Show Display Material was awarded to Dondero Art teacher Adam Bastille and New Franklin Art teacher Jill Johnson – $11,550
- Grant from the Clipper Foundation to create a resource lending library for parents, caregivers, educators, and students was awarded to Little Harbour School teacher, Michelle Fijalkowski-Santy, in collaboration with Steve Krzyzanowski at Robert J. Lister Academy – $5,000
- Grant from the Portsmouth Garden Club to Little Harbour School PTA for replacing garden beds and fencing to keep the garden blossoming – $200
- Grant from the Portsmouth Garden Club to Cheryl Harrington, Dondero school garden coordinator, to add raised beds to the school garden area. – $300

Fire Department

- Grant from the Federal Emergency Management Agency Assistance to Firefighters Grant for training – $324,327
- Donation from Paul Gormley and Kim Iguchi – $1,000
- FEMA Public Assistance Disaster Grant for Fire and Public Works Departments – $9,703.48
- Donation from Allen Hawthorne – $100

Police Department

- Just Assistance Grant (JAG) for leadership and wellbeing training for law enforcement officers – $11,987
- Grant from the Patrick Lahey Bulletproof Vest Partnership – $5,392.49
- Grant from Internet Crimes Against Children (ICAC) – $368,355
- Grant from the Department of Justice Body Worn Camera Program – $196,000
- Forensic Shield Grant from the NH ICAC Task Force – $1,300,000 (over two years 2023-2025)
- Grant from Homeland Security 2024 Award from the Department of Safety for Seacoast Emergency Response Team SWAT equipment – $11,076
- Portsmouth residents' donation – $5,050
- NH Department of Safety grant – $26,300

- Donation from Service Credit Union for Portsmouth Police Auxiliary Unit – $500
- Donation from Jason Page for Police Explorers Post 2609 – $300

Accomplishments

The following are Citywide Accomplishments in support of Citywide Goals:

Planning & Sustainability

- **Portsmouth's Climate Future** – The Climate Action Plan was adopted on August 19, 2024 by the Portsmouth City Council, and offering a roadmap for residents, businesses, community members, and the municipal government to follow to achieve net zero greenhouse gas emissions. The targets set by the Plan are for the Portsmouth community to achieve net zero emissions by 2050 and for the City's municipal operations to lead by example by a more ambitious target date of 2040. For more information, visit: portsnh.co/climatefuture.
- **Housing Navigator** – With the support of a Housing Opportunity Grant, the City had the assistance of a Housing Navigator for two years, ending in December 2024. This work supported the Places to Live – Portsmouth Listens Study Circle effort, a Market Feasibility Analysis, the creation of the ADU Handbook, and staffed the Housing Blue Ribbon Committee. For more information, visit: https://portsnh.co/housing.

  Citywide Goals Addressed:

  Enhance the supply of housing choices, especially the supply of below-market rate housing options

  Integrate sustainability, resilience, and climate change mitigation actions throughout City government and community

  Invite and engage the entire community, especially those traditionally unreached, to increase participation and transparency in government

  Deliver services and programs with courtesy, professionalism, and efficiency

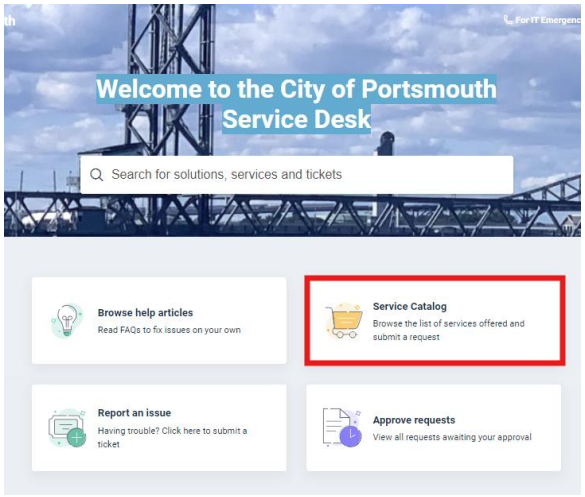
  Meet or exceed state and federal legal/regulatory requirements including those for a safe and healthy community and environment

  Maintain and improve infrastructure to meet the needs of the community

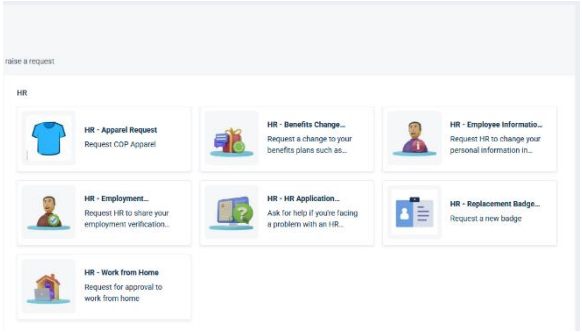
Human Resources

- **Implementation of an HR Service Catalog** – Utilizing the existing IT Support Portal ticketing system, HR launched a new Service Catalog for employees to track and manage common requests more efficiently.



Requests available in the catalog include:

- Apparel Request – to order City-branded apparel
- Benefits Change Request – to add or remove beneficiaries or change coverage
- Employee Information Update – name, address, or emergency contact information
- Employee Offboarding
- Employee Status Change / Internal Transfer
- Employment Verification Letter – to obtain a loan or verify the loss of insurance
- HR Application Support – for help with HR applications such as CivicHR, Criterion, or FinancePlus
- Replacement ID Badge Requests
- Requisition Request – request HR to hire a new candidate
- Work from Home – request for approval to work from home
- Since its implementation in late October 2024, HR has received 136 service requests



Citywide Goals Addressed:

Deliver services and programs with courtesy, professionalism, and efficiency

Maintain financial stability

Communications & Community Engagement

- **Accessory Dwelling Unit Handbook** – Worked with the Planning & Sustainability Department to rework, refine, and overhaul the design of the Accessory Dwelling Unit (ADU) Handbook – a guide for homeowners seeking to build an ADU. For more information, visit: portsnh.co/adu.
- **Messaging and Public Engagement** – Coordinated the messaging and public engagement for the Community Policing Facility, Market Square Master Plan, Bicycle Pedestrian Master Plan Update, .gov transition, Parking Utilization Study, 2024 Property Revaluation, Sherburne Property Redevelopment, and Employee Recruitment Video.
- **Communications Working Group** – Engaged this internal task force on topics including Artificial Intelligence in the Workplace, resource sharing, greater organizational

efficiencies, the .gov transition, communications challenges, and effective communication strategies.

- **Website Updates and Upgrades** – Worked with the IT Department to prioritize website design and functionality updates and to identify Website Leads in each Department who can make edits to their respective Department pages.

Citywide Goals Addressed:



Support the needs of residents, businesses, nonprofits, arts, and cultural institutions by leveraging City and local resources



Deliver services and programs with courtesy, professionalism, and efficiency



Invite and engage the entire community, especially those traditionally unreached, to increase participation and transparency in government

Recreation

- **Bike Park** – In December 2024, in collaboration with Public Works, the help of multiple volunteers, and the donation of funds, services, and labor from many local companies, the City completed the construction of a bike park adjacent to the NH Greenway Trail and Skatepark. It includes a pump track and mountain bike trails through the wooded area.

Citywide Goals Addressed:



Support the needs of residents, businesses, nonprofits, arts, and cultural institutions by leveraging City and local resources



Deliver services and programs with courtesy, professionalism, and efficiency



Maintain financial stability



Maintain and improve infrastructure to meet the needs of the community

Economic & Community Development

- **Customer Relationship Management (CRM) System** – In December 2024, the Economic Development Office (EDO) launched a CRM which allows for two-way electronic communication with the business community. This supports recommendations from the Economic Development Commission relating to economic resilience and small business development and retention.
    - The CRM stores contact information and email correspondence for hundreds of City businesses, which enables the EDO to have high-touch, service-oriented interactions.
    - It has the capability to initiate and track ongoing projects for better communication.

- Contacts can be sorted, connected with initiatives, and informed of opportunities to support growth.
- Businesses now receive periodic surveys to inform the EDO and the business community of changes and critical issues that affect economic development.

Citywide Goals Addressed:



Support the needs of residents, businesses, nonprofits, arts, and cultural institutions by leveraging City and local resources



Deliver services and programs with courtesy, professionalism, and efficiency

Finance

- **Implementation of New Procurement Solution** – The Finance, Purchasing, and Legal teams collaboratively selected and implemented a new software solution to manage the formal procurement process of the City. OpenGov Procurement provides a next generation portal for the City's solicitations for bids, proposals, and qualifications. The solution streamlines the creation, review, and approval of solicitations and subsequent contracts, automates pricing submission and tabulation, and provides greater transparency and interaction with bidders and the public. For more information, visit: portsnh.co/bids.
- **Successful Adjustment to the Budget Timeline** – The timeline for budget development of this Proposed FY26 Budget was adjusted with positive results. The Capital Improvement Plan (CIP) process moved back with public hearings and final adoption in December rather than the traditional March. This allowed for earlier preparation of the capital and debt service elements of the proposed budget which in turn left more time for consideration of salaries and programming decisions. For more information, visit: portsnh.co/budgets.

Citywide Goals Addressed:



Meet or exceed State and Federal legal/regulatory requirements including those for a safe and healthy community and environment



Deliver services and programs with courtesy, professionalism, and efficiency



Maintain financial stability

Legal

- **Settlement of the McIntyre Lawsuits** – In FY25, the Legal Department negotiated a settlement of the McIntyre Lawsuits which were dismissed by the Court on February 10, 2025. The City paid no damages in the settlement and agreed to join with the developer to fund $500,000 in the newly created Below Market Rate Housing Trust Fund. In addition, the developer in the lawsuit agreed to provide a parcel of land to the City for the development of permanent, below market rate housing in the newly created Gateway Neighborhood Overlay District (GNOD). The Legal Department worked closely with the Planning & Sustainability Department, the Housing Blue Ribbon Committee, and the

developer in drafting the GNOD. It is anticipated that the developer will create a substantial number of new housing units in the GNOD. For more information visit: portsnh.co/mcintyre.

- **Below Market Rate Housing Trust Fund** – The City Council voted to establish the Below Market Rate Housing Trust Fund in the spring of 2025. The Fund was developed in collaboration with the Housing Blue Ribbon Committee, the Trustees of the Trust Funds and the Legal Department and is funded by donations, grants and the inaugural contribution by the City and SoBow Square, LLC. For more information, visit: portsnh.co/trustees.
- **Code Enforcement** – The Legal Department initiated action in Superior Court to enjoin ongoing significant violations of the building code and Fire Code at 909 Islington Street. The City was successful in its efforts to cure the violations and was awarded $35,000 in damages.

Citywide Goals Addressed:



Enhance the supply of housing choices, especially the supply of below-market rate housing options



Maintain financial stability



Meet or exceed state and federal legal/regulatory requirements including those for a safe and healthy community and environment

Health

- **Community Health Profile, Needs Assessment, and Improvement Plan** – In FY25, the Health Department completed the Community Health Improvement Plan (CHIP), providing priorities and response strategies specific to the health and wellness needs of people who live and work in Greater Portsmouth. The recommendations are the result of findings from the Community Health Profile compiled last year and a Community Health Needs Assessment that took the form of interviews and focus group conversations with human services agencies that serve the Seacoast. Together, these elements describe Portsmouth's most vulnerable populations and the impacts they and local agencies have faced, especially due to the pandemic and the after-effects. For details, visit: portsnh.co/health.
- **Emergency Sheltering Capacity Expansion** – In FY25, the Health Department significantly expanded local emergency public health sheltering and mass prophylaxis response capacity through upgrades to an existing garage and with the purchase of additional cots, supplies, and five transport trailers, utilizing American Recovery Plan (ARPA) funds.
- **Increased Efficiency and Consumer Convenience through IT Solutions** – In FY25, the Health Department successfully transitioned to FoodCode-Pro inspection software which complies with national standards, reduces inspection documentation time in the field, and provides efficient and easy access to inspection results for business owners and Food Service Managers. The Department also expanded the use of OpenGov to allow online applications for temporary events, greatly simplifying the application process for vendors from a broad geographic area.

- **ARPA Fund Distribution** – In December 2024, the City distributed $350,000 in ARPA funds as one-time assistance to 34 local human service nonprofits providing for the needs of the numerous local vulnerable populations identified in the Community Health Improvement Plan.

  Citywide Goals Addressed:

  Welcome and support diversity in the workplace and community

  Support the needs of residents, businesses, nonprofits, arts and cultural institutions by leveraging City and local resources

  Invite and engage the entire community, especially those traditionally unreached, to increase participation and transparency in government

  Maintain financial stability

  Meet or exceed state and federal legal/regulatory requirements including those for a safe and healthy community and environment

  Maintain and improve infrastructure to meet the needs of the community

Library



- **Library Courtyard** – In FY25, in cooperation with the City's Facilities group, the Library completed Phase I of the Courtyard renovation project. The project was funded by a generous donation from the Mahoney Family and paired with City funds. This allowed the creation of a new design for the courtyard and the masonry work on the surrounding wall which sets the stage for outdoor activities. New plantings and landscaping work will be added in spring and summer 2025.

  Citywide Goals Addressed:

  Deliver services and programs with courtesy, professionalism, and efficiency

  Support the needs of residents, businesses, nonprofits, arts and cultural institutions by leveraging City and local resources

  Maintain financial stability

  Maintain and improve infrastructure to meet the needs of the community

Information Technology

- **Domain Transition to portsmouthnh.gov** – On the recommendation of the New Hampshire Public Risk Management Exchange (PRIMEX), the Department of Homeland Security (DHS), and the US Cybersecurity and Infrastructure Security Agency (CISA), the City migrated to a .gov web domain to protect against cyber threats and gain the advantage of additional cyber services. For more information, visit: portsnh.co/switch.

Citywide Goals Addressed:



Deliver services and programs with courtesy, professionalism, and efficiency



Support the needs of residents, businesses, nonprofits, arts and cultural institutions by leveraging City and local resources



Maintain financial stability



Meet or exceed state and federal legal/regulatory requirements including those for a safe and healthy community and environment



Maintain and improve infrastructure to meet the needs of the community

Public Works

- **Islington Street Sewer Separation Project** – Work includes replacement of underground utilities (water, sewer, and storm drain), roadway reconstruction, curbing and sidewalk installations, and landscaping improvements including ornamental lighting, street trees, benches and final paving. The work is being done in discrete sections in order to limit the impact on residents and businesses. In FY25, crews completed Phase 2A of construction from Dover Street to Cornwall Street and Phase 2B, from Cornwall Street to Middle Street will be completed in FY26. For more information, visit: portsnh.co/islingtonreconstruction.
- **Bartlett Street Sewer Separation Project** – This project included the reconstruction of underground public utilities (water, sewer, and storm drain) on Bartlett Street from Hodgdon Brook to Dennett Street, and Thornton Street from Woodbury Avenue to Bartlett Street, as well as connections to existing utilities on side streets of Morning Street, Clinton Street, Pine Street, Meredith Way, and Woodbury Avenue. Work in the spring of 2025 includes final pavement, roadway striping, the installation of a raised crosswalk at Pine Street, a raised intersection at Thornton Street, and final landscaping. For more information, visit: portsnh.co/bartlettstreet.
- **Contract 1 Sewer Rehabilitation** – The City is utilizing data collected from the sewer system infiltration/inflow study to rehabilitate sections of the sewer infrastructure, with a focus on areas the study found to have excessive infiltration. This is an effort to reduce the amount of groundwater entering the sewer collection system through leaking manholes and cracked or damaged pipe or from sump pumps, basement drains, yard drains, catch basins, and rooftop drains. The majority of the work will be “trenchless construction,” and will

take place from inside the pipes and manholes. For more information, visit: portsnh.co/wastewaterprojects.

- **Corporate Drive Sewer Improvement Project** – The City has completed the replacement of existing drainpipes in Goosebay Drive and Corporate Drive from Rye Street to Goosebay Drive. For more information, visit: portsnh.co/corporatedrive25.
- **Maplewood Avenue Bridge Reconstruction Project** – The rehabilitation of the bridge using an adhered lining system on the arch and reconstruction of the walls has allowed the City to extend its lifespan at a lower cost than an immediate full replacement. This rehabilitation work includes reconstructing the sidewalks, replacing the bridge's guard rails in the spring of 2025, and resurfacing of the roadway at the end of summer 2025. For more information, visit: portsnh.co/maplewoodbridge.



- **Union Street Sewer Separation Project** – DPW is conducting sewer separation work in the Union Street area as required by the U.S. Environmental Protection Agency (EPA) and New Hampshire Department of Environmental Services (NHDES). The project involves the replacement of water mains and services, sewer mains and services, separation of stormwater drainage, reconstruction of the streets and sidewalks. The project will help reduce combined sewer overflows (CSOs). The final paving of Union Street (State to Middle), Coffins Court, and the remaining driveways will conclude the project in spring 2025. For more information, visit: portsnh.co/unionstreetproject.
- **Willard Avenue Sewer Separation Project** – This project involved the installation of new drinking water, wastewater and stormwater pipes, along with reconstruction of the streets to help reduce combined sewer overflows (CSOs). It included the reconstruction of the Willard Street area from Middle Street to Marston Street, Orchard Street, and Ash Street. The replacement of sidewalks and pavement are part of the project. Final drainage, curbing, sidewalks and paving will be completed in spring 2025. For more information, visit: portsnh.co/willardave.
- **Sagamore Avenue Sewer Separation Project** – This project extends sewer service to the Sagamore Avenue area and Walker's Bungalow Road area (including Sagamore Avenue, Walker Bungalow Road, Shaw Road, Cliff Road, Little Harbor Road, Sagamore Grove, and Wentworth House Road) by constructing a sewer system to serve the residential, commercial, and recreational properties in the project area. FY25 work including the widening of Sagamore Avenue was substantially completed with the remaining work to be finished in spring 2025. For more information, visit: portsnh.co/sagamoresewer.

- **Road Raising Project** – In September 2023, the City received $965,333 in Congressionally Directed Spending (CDS) from the Federal Pre-Disaster Mitigation (PDM) Grant Program through the NH Department of Homeland Security and Emergency Management for the Peirce Island Road Resiliency Project. Work on the project started the week of April 15, 2024 and was completed in December 2024 to raise a 400-foot-long section of Peirce Island Road and the adjacent parking area to three feet above the current 100-year floodplain to protect it against predicted sea level rise and offer greater protection to the force mains under the road that carry wastewater to the Peirce Island Waste Water Treatment Facility (WWTF). For more information, visit: portsnh.co/PI-resiliency.



- **Marjorie Street Pump Station** – This project involved building a small new wastewater pumping station for service within the Marjorie Street and Sylvester Street area and includes the construction of a new sewer force main to direct flow into the existing sewer system on Essex Avenue. For more information, visit: portsnh.co/2024marjoriepump.
- **Pavement Management** – Based on the ongoing Pavement Condition Management Program, started in 1993, the City's network of roads is evaluated and road-paving programs implemented to maintain street conditions at current levels for an expected lifespan of 20 years. Recently completed pavement projects include: Pannaway Manor, sections of Market Street, Cutts Avenue and Chase Drive, sections of Atlantic Heights, and sections of Elwyn Park. For more information, visit: portsnh.co/paving.
- **Portsmouth Public Library** – In cooperation with the City's Facilities group, the Library completed the reconstruction and upgrade of the Library courtyard. The project was funded by a generous donation from the Mahoney Family.
- **Portsmouth Historical Society ADA Access** – The DPW rebuilt the access ramp to the parking lot at the Portsmouth Historical Society, the tenant in a City-owned building, to make it ADA compliant, adding lights and a handrail.
- **Municipal Complex Improvements** – Work continued to address the antiquated heating and air conditioning system at City Hall to mitigate pipe corrosion, heavy condensation, and leaks which could contribute to mold growth. Renovations to the lobby included new signage and carpet. Roof repairs and the repointing of the brick façade were completed. The aging steam boiler chimney was removed.



- **EV Charging Stations** – The City continued to expand its Electric Vehicle (EV) charging station network, adding two stations in the Bridge Street Lot.
- **Energy Efficiency Audit** – The City's consultants Energy Efficient Investments Inc. (EEI) completed an audit of building control systems, security, automation and energy efficiency on six City facilities: the Municipal Complex (City Hall and the Portsmouth Police Station), all three Fire Department stations, Community Campus and the DPW complex on Peverly Hill Road in order to consider projects for the FY26 CIP.
- **Peirce Island Outdoor Pool Aquatics Upgrade** – The project includes improvements to the aquatics, mechanical systems, and pool structure. The project was divided into two phases, with active outside construction scheduled during the off-season so as not to interrupt the seasonal operation of the outdoor pool. For more information: visit: portsnh.co/24outdoorpool.
- **Bicycle Park** – A group of volunteers spent the weekend of December 7, 2024 building a bike park adjacent to the Skatepark and Seacoast Greenway Trailhead, rebuilding the dirt jumps and platforms at the "Portsmouth Pit." This project was made possible by donations of funds, materials, and labor from Altus Engineering Charitable Fund, Neal Ouellett and Darlene Furbush Ouellett, Site Structures Landscaping, and Severino Trucking Company. For more information, visit: portsnh.co/skatepark.
- **Historic Cemetery Improvements** – The City is responsible for maintaining the grounds, headstones, hill, ledgers, chest tombs, cemetery walls, and related structures for six historic cemeteries. DPW completed work on the retaining wall at the rear of North Cemetery. For more information, visit: portsnh.co/cemeterycte.
- **NH Seacoast Greenway** – NHDOT provided federal funding for the acquisition and initial design of the rail trail from Hampton to Portsmouth. The Trail officially opened with a ribbon-cutting on September 4, 2024. In addition to the federal funding, the City has enhanced the Portsmouth portion of the rail trail and created access points at the Skate Park off of Route 33 and at Banfield Road. For more information, visit: portsnh.co/greenway.

Citywide Goals Addressed:



Integrate sustainability, resilience, and climate change mitigation actions throughout City government and community



Invite and engage the entire community, especially those traditionally unreached, to increase participation and transparency in government



Support the needs of residents, businesses, nonprofits, arts and cultural institutions by leveraging City and local resources



Explore opportunities to support all modes of transportation options



Maintain financial stability



Deliver services and programs with courtesy, professionalism, and efficiency



Meet or exceed state and federal legal/regulatory requirements including those for a safe and healthy community and environment



Maintain and improve infrastructure to meet the needs of the community

Parking & Transportation Division

- **Foundry Window Art Restoration** – The Division contracted local printer, AlphaGraphics, to restore and make permanent the window art on the first floor at the Foundry Garage. The original temporary art pieces were re-created in UV-protected perforated vinyl and installed.
- **ParkMobile Resident Verification Program** – In January 2025, the Division partnered with the Tax Office to develop a program to allow residents completing their automobile registration paperwork to immediately sign up for the ParkMobile Resident Discount Program, which gives residents reduced meter rates across the City. Monthly additions to the program have since increased ten-fold.
- **Completion of year two of the Hanover Street Garage Restoration Project** – Work has included a redesign of the Hanover Street entry/exit point, and installation of new, highly-efficient access control hardware and software. The project is expected to be completed by the end of summer 2025.
- **Parking Division Office Construction** – The design phase of this project is complete, with construction expected to be finished in June 2025. The new offices will consolidate all Parking Division business units in one location, increasing efficiency and enhancing the experience of all who engage with the Parking Division.
- **Completion of the 2025 Parking Utilization Study** – The Division oversaw the finalization of the 2025 Parking Utilization Study project, coordinating with vendor Desman Design Management to develop a series of recommendations. The City Council accepted the study at their February 3, 2025 meeting.

Citywide Goals Addressed:



Integrate sustainability, resilience, and climate change mitigation actions throughout City government and community



Invite and engage the entire community, especially those traditionally unreached, to increase participation and transparency in government



Support the needs of residents, businesses, nonprofits, arts and cultural institutions by leveraging City and local resources



Explore opportunities to support all modes of transportation options



Maintain financial stability



Deliver services and programs with courtesy, professionalism, and efficiency

Maintain and improve infrastructure to meet the needs of the community

School Department

- **District Strategic Plan** - In fall 2024, the School District finalized its five-year Strategic Plan. This is the culmination of a two-year process that includes a large number of stakeholders. For more information, visit: portsnh.co/schoolstrat29.
- **Homestays and Visits**
    - PHS Spanish students participated in a homestay in Costa Rica's Osa Peninsula.
    - Italian students participated in a homestay in Sister City Santarcangelo di Romagna, Italy.

Citywide Goals Addressed:

Provide an educational environment that maintains School Board Goals and supports its pillars of opportunity, equity, student wellness, and a strong sense of community to every youth

Police Department

- **Citizens Police Academy** – The Department restarted the Citizen's Police Academy. This class offers provides citizens of Portsmouth insight into the daily work of the Police Department. Topics include Laws and Arrests, Cold Case Analysis, Drone Unit, and Investigations.
- **Community Policing Efforts** – The Department's ongoing investment in the community is embedded in the Community Police philosophy. In addition to teaching public classes which include the Citizen's Police Academy, safety classes, how to avoid fraud and predatory scams, and internet safety classes for parents, it is the mission of the Department to integrate with the community in these other ways:
    - **Community Events** – Department personnel participate in annual events, including National Night Out, the BIPOC Festival, Cops with Kids, social hours at senior living facilities, the Explorer program for students, conducting citizen surveys, working with school parent-teacher organizations, and serving holiday meals to seniors.
    - **Charity Events** – The Department is involved in charity events, including the Special Olympics Torch Run, Battle of the Badges, Blue for Bucks that supports the Rockingham County Child Advocacy Center, and the annual fire truck pull that benefits children of fallen patriots.
    - **Downtown Business Association** – The Department reinstated the Downtown Business Association (DBA) in 2024. In the past, the DBA group consisted of downtown business owners and representatives from the Department. The group's goals were to identify areas and issues that benefit from a proactive police approach to address crimes business owners were experiencing or observing, identify where police could help by being more visible, and to strengthen community relations between the police and business owners. The group gave business owners a voice, and an opportunity to become more involved in solving

downtown issues. Reconstituting this group creates an opportunity to add City staff to the conversation as needed.

- **Enhanced Services** – The new Department social worker was hired less than a year ago and has already impacted many lives in Portsmouth. She has expanded the Department's service capabilities to the public by offering crisis intervention, advocacy, community outreach, mediation, education about support services, and referring people who need assistance with housing, substance misuse, and mental health needs.
- **Department Collaboration** – The social worker collaborates with police officers, local recovery centers, mental health agencies, the Welfare Department, shelters, the School Department, and child and senior services.
- **Electric Bikes** – The Department has added two electric bikes to the fleet. These bikes give officers another police option to engage with the community, as they allow officers to patrol through crowds and respond to City events where patrol cars would not be suitable.
- **FARO 3D** – The Department acquired the FARO 3D imaging system through a combination of grant, equitable sharing, and regular budget funds. This cutting-edge technology will be used for investigations of all types. Investigators now have the ability to process a crime scene much faster, preserving important evidence. Once the imaging and mapping is complete, the system provides the ability to "view and walkthrough" a crime scene virtually instead of relying solely on static pictures. The end-product can also be used as evidence in prosecuting a case.
- **Tasers** – The Department rolled out the new Taser 10. It has a maximum range of about 45 feet with the probes traveling at 200 feet per second. It has 10 probes and provides a more precise deployment. These new attributes allow more time to de-escalate a situation and resolve conflicts. The new Axon system also includes a virtual training environment component that provides officers with realistic scenarios with which to train.
- **K9 Unit** – The Portsmouth Police K9 Unit was instrumental in writing Max's Law, named for our former K9 Max who died from an injury sustained during training. The law allows all licensed EMT and Paramedics to provide pre-hospital care and emergency transport of a sick or injured Operational Police K9s to a veterinary care facility. NH-OP-K9, a nonprofit comprised of paramedics, K9 handlers, and veterinary professionals, provides EMS personnel and K9 handlers with specialized skills and knowledge. The training aims to enhance the overall emergency response capabilities and foster collaboration between EMS and K9 units. The hope is that this will increase a K9's survival and ability to continue to serve their community. The Department conducted a community survey, as required by CALEA in 2024. For more information, visit: portsnh.co/surveypd2025.

Citywide Goals Addressed:



Invite and engage the entire community, especially those traditionally unreached, to increase participation and transparency in government



Deliver services and programs with courtesy, professionalism, and efficiency



Protect the community through fire and crime cessation and prevention for its residents and businesses

Fire Department

- **Emergency Operations Plan Update** – Reviewed and updated the City's Local Emergency Operations Plan with all City Departments. The Plan was filed with NH Homeland Security and Emergency Management and the Federal Emergency Management Agency, and was adopted by the City Council.
- **Scheduling Software** – Implemented new scheduling software and a mobile application to help manage time off requests, staffing, and detail coverage for Department personnel.
- **Self-Contained Breathing Apparatus** – Implemented a new grant-funded Self-Contained Breathing Apparatus (SCBA) and related accountability system. Upgraded portable radio system to integrate with new SCBA. Trained and adopted new procedures and policies around the upgrades.
- **Hazard Mitigation Plan Update** – Reviewed and updated the City's Hazard Mitigation Plan with all City Departments. The Plan was filed with NH Homeland Security and Emergency Management and the Federal Emergency Management Agency, and was adopted by the City Council.
- **Trained Essential Staff** – Graduated three new Paramedics from the accredited Emergency Medical Services pre-hospital care program.

Citywide Goals Addressed:

- *Deliver services and programs with courtesy, professionalism, and efficiency*
- *Protect the community through fire and crime cessation and prevention for its residents and businesses*

Citywide Goals Addressed:

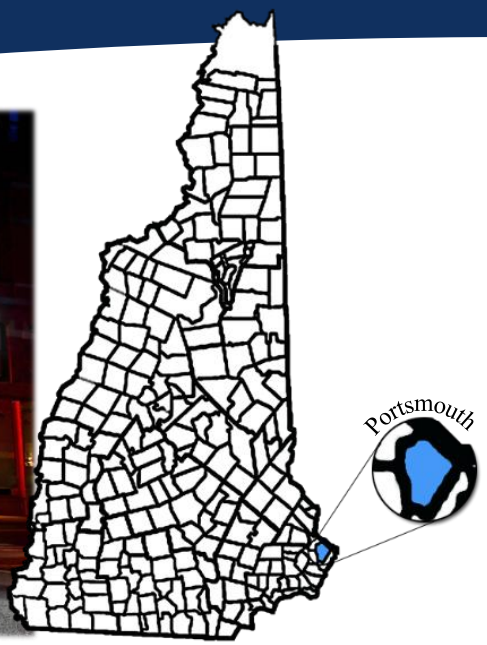
Deliver services and programs with courtesy, professionalism, and efficiency

Protect the community through fire and crime cessation and prevention for its residents and businesses

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Portsmouth at a glance. . .





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

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

Land
- Land Area:10,763 acres (16.8 sq. miles)
  - 10,034 (15.7 sq. miles) of land
  - 729 acres (1.1 sq. miles) of inland water
- Public Parks & Playgrounds: 200+ acres
- Public Streets: 105 miles
- Wetlands: 3,538 acres

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

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

City Infrastructure

Emergency Services

- *Police Department*
  - Police Stations: 1
  - Police Vehicles: 35
  - Canines: 2
- *Fire Department*
  - Fire Stations: 3
  - Fire Engines: 4
  - Tower Truck: 1
  - Ladder Truck: 1
  - Heavy Rescue: 1
  - Forestry Pick Up: 1
  - Zodiac Boat: 1
  - Rigid Hull Inflatable: 1
  - Ambulances: 3
  - Nearest Hospital: Portsmouth Regional Portsmouth (209 beds)

City School System

- Elementary School Buildings: 3
- Middle/Junior High Buildings: 1
- High School Buildings: 1
- Number of Private Schools: 1
- NH Licensed Child Care Facilities: 14

Culture and Recreation

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

Eco Municipality Assets

- Recycling Centers: 1
- LED Streetlights: 1,600
- Electric Charging Stations: 5
- Solar Panel Arrays: 2
- City Biodiesel Vehicles: 82
- City Open Space: 94 undeveloped parcels (932 acres)

Public Works Department

- Miles of Streets: 105 miles
- Miles of Sidewalk: 74
- Number of Bridges: 15
- Number of Municipal Buildings: 9 (approximately 362,145 square feet)
- Playgrounds / Parks / Ballfields: 26
- Historic Cemeteries/Burial Grounds: 8
- Adopt a Spot Gardens: 25
- Greenspace Maintained: 114+ acres

Parking and Transportation

- Parking Garages: 2 (1,491 spaces)
  - Foundry Place: 600
  - Hanover: 891
- Metered Street Parking Spots: 695
- City-Owned Parking Lots: 12
- City-Owned Free Lots: 7 lots/639 spaces
- Private Parking Lots with City Agreements: 2 lots/78 spaces
- Bike Racks: 39
- Public Transit Options: 5

Water Infrastructure

- Miles of water mains: 190
- Number of water treatment plants: 1
- Number of service connections: 8,626
- Storage capacity in gallons, water (millions of gallons): 11
- Maximum daily capacity of treatment (millions of gallons): 4.0
- Number of fire hydrants: 1,035

Sewer Infrastructure

- Miles of sewer mains: 107
- Number of service connections: 6,751
- Number of wastewater treatment plants: 2
- Maximum daily capacity of treatment (millions of gallons): 25.3

Demographics

Population 22,332

(2023)
ACS Survey 2023

Elections
Total Registered Voters (FY25) – 17,595

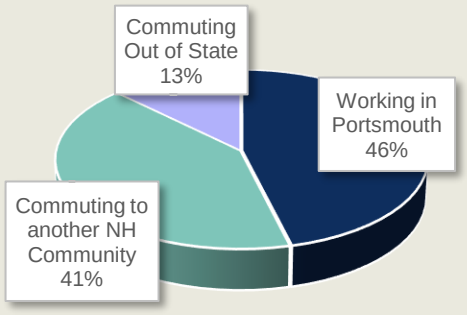
Households
Number of Housing Units – 11,094
Number of Households – 10,556
Average Household Size – 2.07
(Source: ACS Survey 2023)

Labor Force
Civilian labor force – 13,964 (63.08%)
Employed – 13,695 (61.86%)
(Source: NHES-ELMI & ACS 2022)

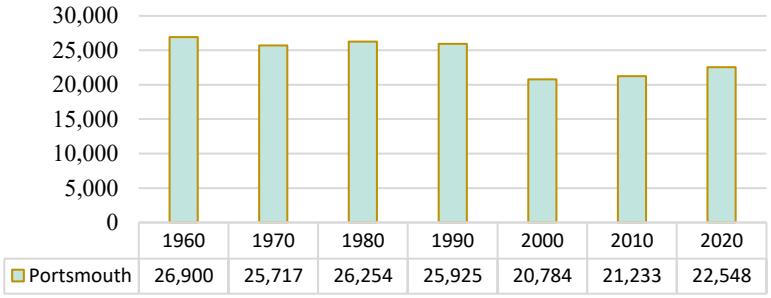
Income, Inflation Adjusted
Per capita income - $67,924
Median Family Income - $135,696
Median Household Income - $100,169
Median Earnings, full time
Male - $86,150
Female - $70,460
Individuals Below Poverty Level – 6.6%
(source NHES Community Profile, Portsmouth 2022 and ACS 2022)

Geography
Population per square mile, 2023 – 1,448.0
Land area in square miles, 2017 – 15.7
(Source, ACS 2022)

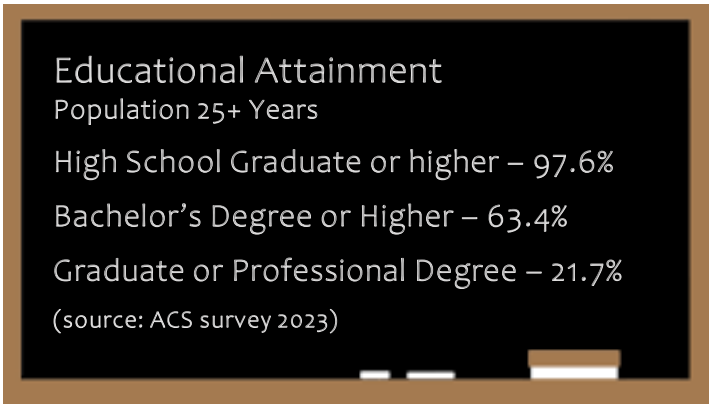
Where do the Residents of Portsmouth Work?
(Source ACS Survey 2023)



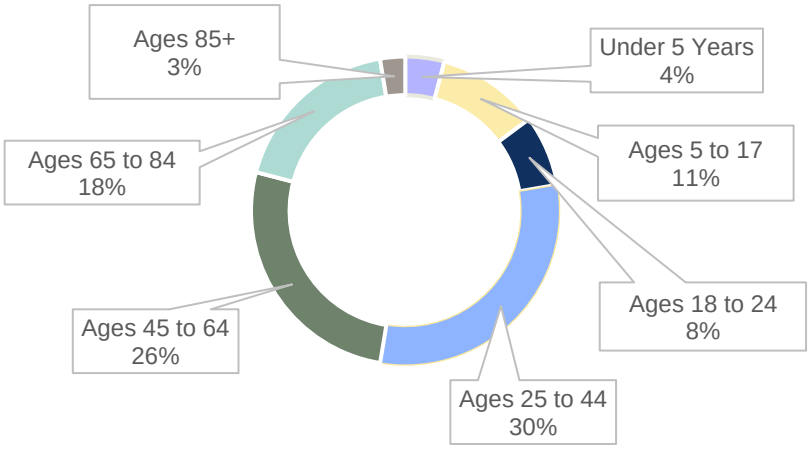
Portsmouth Population
Decennial Trends 1960-2020
(source NH Data Center)



	1960	1970	1980	1990	2000	2010	2020
Portsmouth	26,900	25,717	26,254	25,925	20,784	21,233	22,548



Population by Age Group (Source: ACS Survey 2023)



48.9% of Portsmouth City residents are Male

51.1% of Portsmouth City residents are Female

ACS Survey (The American Community Survey) is an ongoing survey by the US Census Bureau.

Housing Demographics

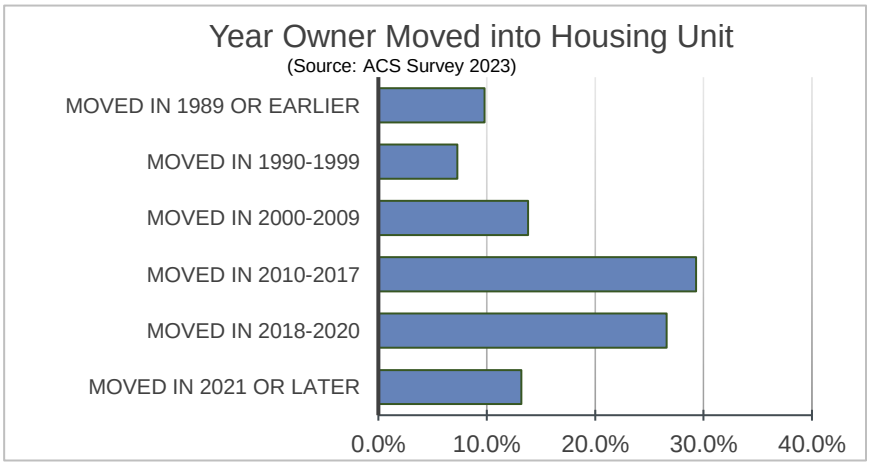
- Number of Housing Units – 11,161
- Number of Households – 10,556
- Average Household Size – 2.07 persons
- Number of Families – 5,265
- Average Family Size – 2.78 persons
- Median Gross Rent – $1,778
- Median Household Income – $105,756

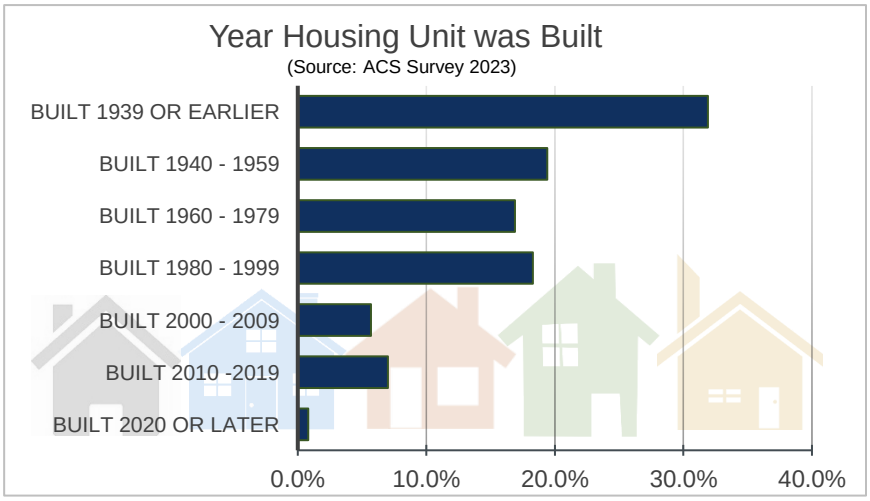
(Source: ACS Survey 2023)

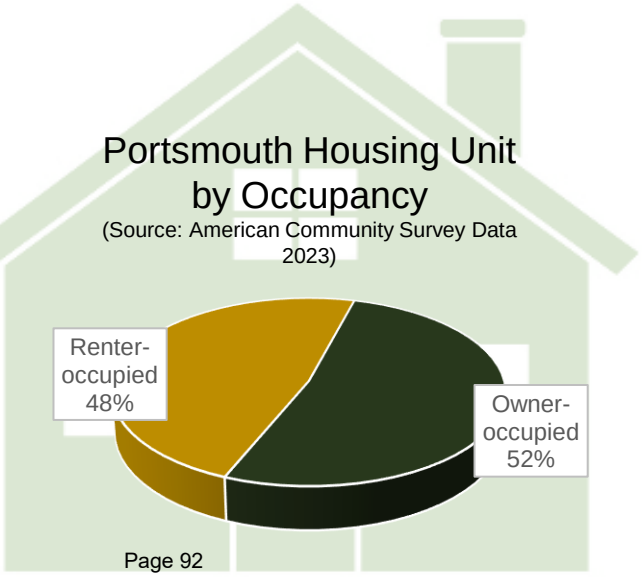


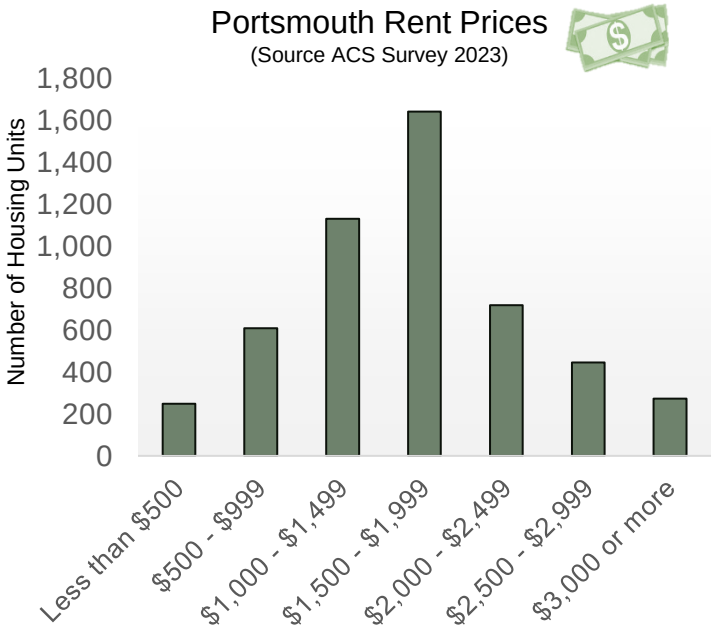
37.9%	Of households in Portsmouth are 1-person households
39.0%	Of households in Portsmouth are 2-person households
12.6%	Of households in Portsmouth are 3-person households
10.4%	Of households in Portsmouth are 4- (or more) person households
23.8%	Of household owners in Portsmouth are 18-34 years of age
49.9%	Of household owners in Portsmouth are 35-64 years of age
26.2%	Of household owners in Portsmouth are 65 years of age or older
15.7%	Of households in Portsmouth have children 18 years of age or younger

(Source: American Community Survey Data 2023)









Economic Indicators

Portsmouth Median Property Values

Median Single Residential Home Property Value:
$772,100

Residential Stratified
- Single Family - $772,100
- Mobile Homes - $185,800
- Condos - $569,100
- Farmland - $618,605

Commercial Stratified
- Commercial Improved - $901,200
- Commercial Apartments - $1,270,700
- Industrial - $1,919,500
- Utilities - $1,219,800

As of April 1, 2024
Does not include Pease Airport

Mean (Average) Property Values
(Fiscal Year 2025/Tax Year 2024)

Type
- Commercial * - $2,471,172
- Residential Stratified
  - Single Family - $936,766
  - Mobile Homes - $216,672
  - Condos - $704,867

As of April 1, 2024
* Does not include Pease Airport
** Includes single family, condos, multifamily units, mobile homes, and vacant land

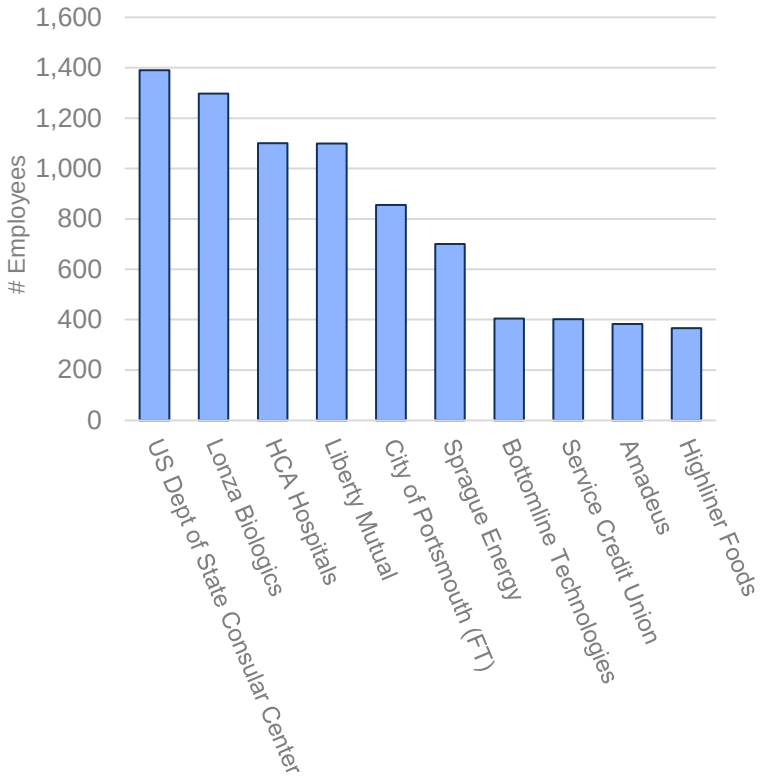
Portsmouth Parcel Count (% of Total Taxable Parcel Count)

- **Residential – 84.56% ****
  - Single Family – 39.58%
  - Mobile Homes – 0.57%
  - Condos – 18.44%
- **Commercial – 15.44% ***
  - Utilities – 2.64%

* Does not include Pease Airport
** Includes single family, mobile homes, condos, multi-family and vacant lands.

(source: Portsmouth Assessors Office, TY2024 (FY2025).

10 Largest Employers in Portsmouth 2024



Top 10 Taxpayers TY2024 (FY 2025)

Company	Business Type	Percentage of Total Taxable Assessed Value
Public Service of New Hampshire	Utility	1.76%
Arbor View & The Pines LLC	Apartment Complex	1.11%
HCA Health Services	Medical Building	1.10%
Cate Street Development LLC	Mixed Use	0.96%
Hanover Apartments LLC	Apartment Complex	0.70%
Northern Utilities Inc.	Utility	0.67%
Inishmaan Assoc Ltd Ptnshp	Apartment Complex	0.52%
Vaughan Street Hotel LLC	Hotel	0.41%
2422 Lafayette Road Assoc LLC	Rental Condo	0.39%
Patriots Park Assn	Apartment Complex	0.38%

Equalization

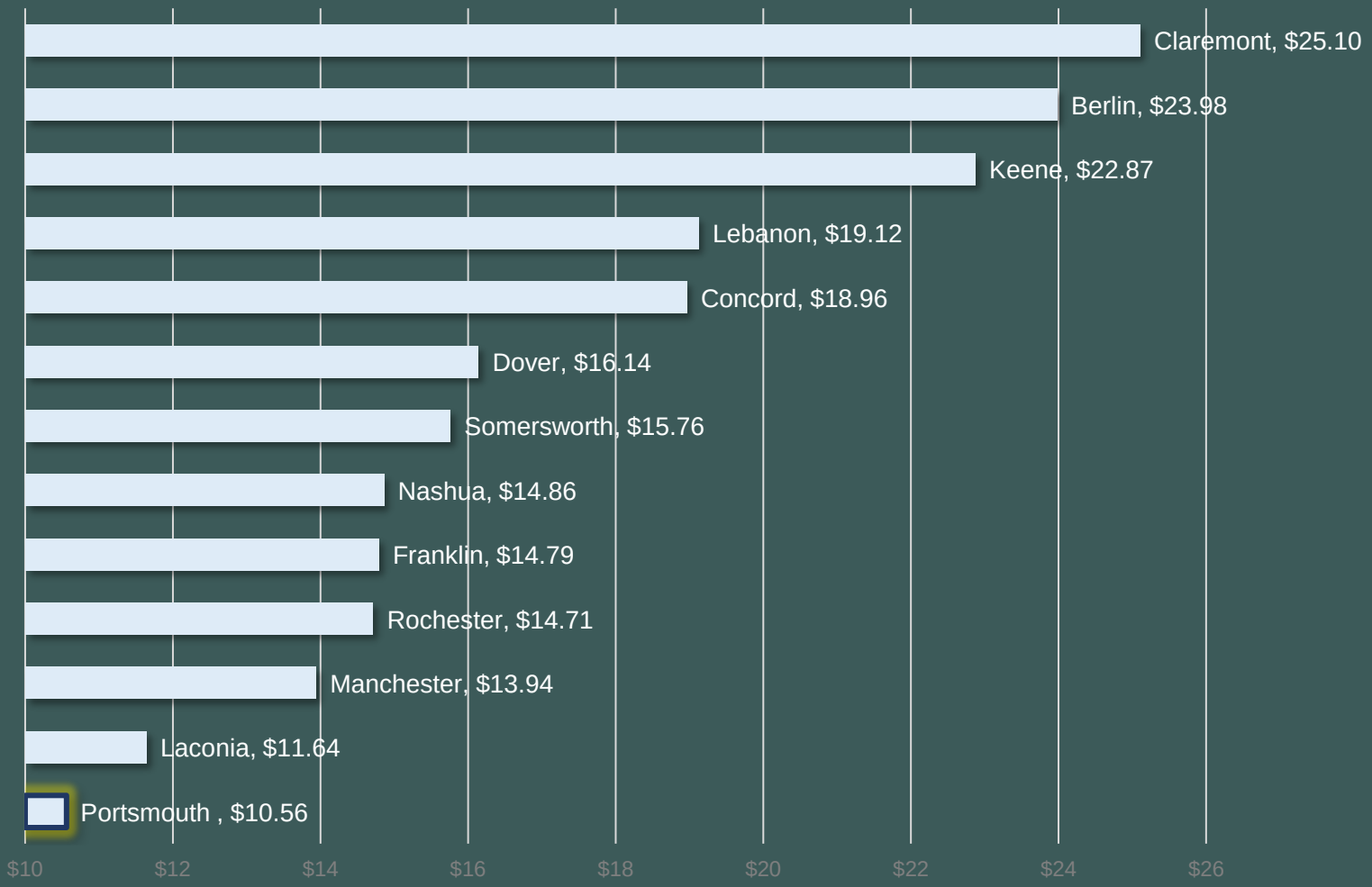
What is Equalization?

Each year the New Hampshire State Department of Revenue Administration (DRA) performs a statistical study of all of the State's municipal valuations. The study utilizes sales data to adjust all municipalities to 100% market value. This process is called equalization.

How is Equalization Used?

The State of New Hampshire utilizes the Equalized Value of each Town or City in order to proportionately share common tax burdens such as County Taxes and State Education Property Tax.

Total Equalized Tax Rate 2023 (FY 2024) for NH's 13 Cities



Look up your property's assessed value online at: http://gis.vgsi.com/portsmouthnh/

Property Tax

Tax Rate 2024 Tax Year (FY2025) $11.18 (per $1,000)
Municipal - $4.98
County - $0.58
Local Education - $4.49
State Education $1.13

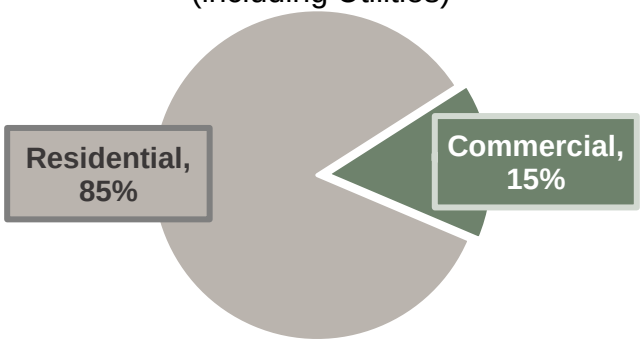
The total taxable parcel count for Tax Year 2024 (Fiscal Year 2025) is 9,117. Commercial properties make up 15% of the total City parcel count while comprising 38% of the total assessed value of the City. Respectively the Residential properties make up 85% of the total parcel count while comprising 62% of the total assessed value for Portsmouth.

Total Valuation Before Exemptions TY2024 (FY25)		
	Total	Count
Commercial *	$ 3,824,879,358	1,407
Residential **	$ 6,312,399,439	7,710
Totals	$ 10,137,278,797	9,117

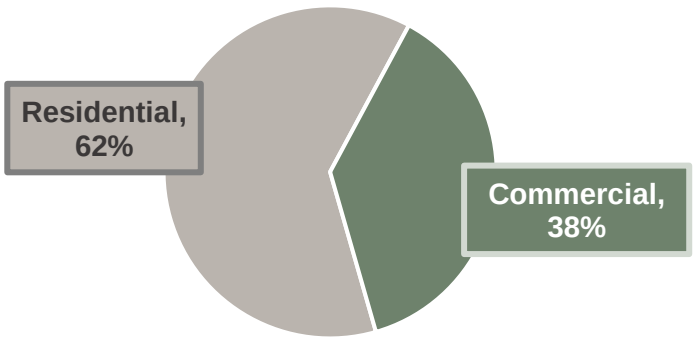
* Includes Pease Non-Airport & Utilities, does not include Pease Airport

** Includes single family, condos, multifamily units, mobile homes, and vacant land

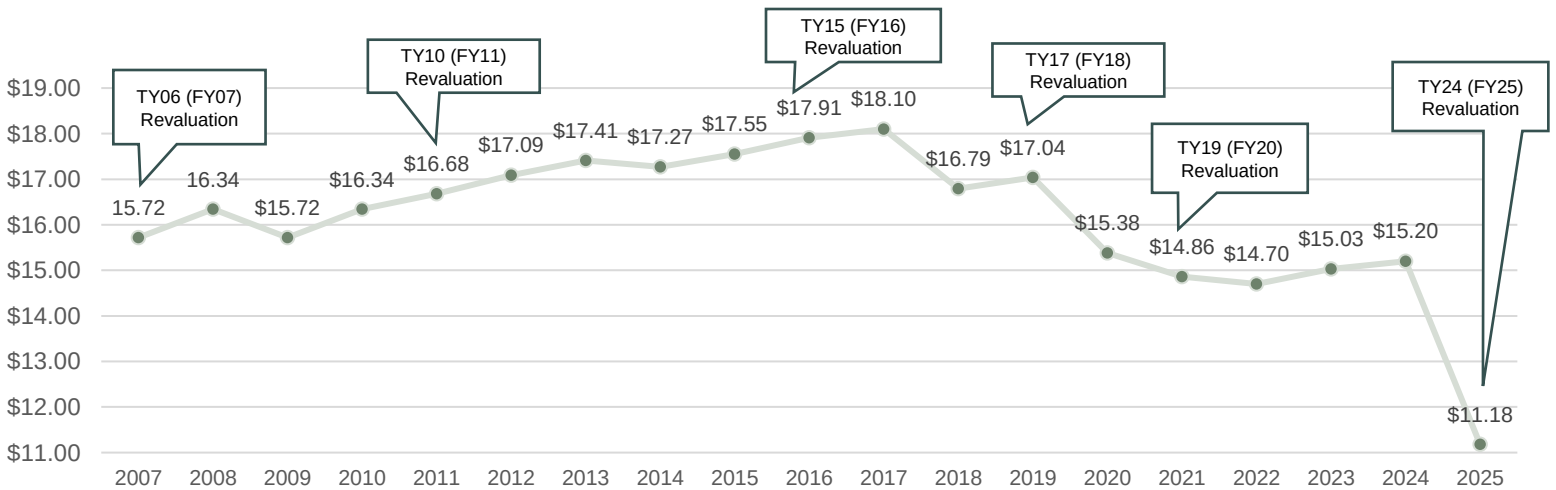
Residential vs. Commercial Properties by Percent of Taxable Parcel Count (including Utilities)



Residential vs. Commercial Properties by Percent of Total Assessed Value (including Utilities)



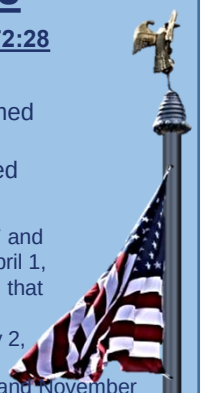
Portsmouth, NH Total Tax Rate
Tax Years 2006 – 2024 (Fiscal Years 2007 – 2025)



Tax Relief Programs

Filing Deadline for all Exemptions and Credits is April 15th

Veterans' Tax Credits



Optional Veteran's Tax Credit RSA 72:28 - $750

- 90 days on active service in the armed forces of the United States in any qualifying war or armed conflict listed below:
  - "World War I" between April 6, 1917 and November 11, 1918, extended to April 1, 1920 for service in Russia; provided that military or naval service on or after November 12, 1918 and before July 2, 1921, where there was prior service between April 6, 1917 and November 11, 1918 shall be considered as World War I service;
  - "World War II" between December 7, 1941, and December 31, 1946;
  - "Korean Conflict" between June 25, 1950, and January 31, 1955;
  - "Vietnam Conflict" between December 22, 1961, and May 7, 1975;
  - "Vietnam Conflict" between July 1, 1958, and December 22, 1961, if the resident earned the Vietnam service medal or the armed forces expeditionary medal;
  - "Persian Gulf War" between August 2, 1990, and the date thereafter prescribed by Presidential proclamation or by law; and
  - Any other war or armed conflict that has occurred since May 8, 1975, and in which the resident earned an armed forces expeditionary medal or theater of operations service medal.
- Honorably discharged.
- Terminated from the armed forces due to a service-related disability or the surviving spouse of such a resident.
- The surviving spouse of any New Hampshire resident who suffered a service-connected death.

All Veterans RSA 72:28b - $750
90 Days of active duty, honorable discharge, cannot combine with 72:28 or 72:35.

Permanent & Total Service-Connected Disability RSA 72:35 - $4,000
Must be permanent and total, may be less than 100%

Surviving Spouse RSA72:29-a - $2,000
Veteran killed or died while on active duty.

Certain Disabled Veterans RSA 72:36-a – Total Exemption
Permanent and Total Service-Connected Disability and double amputee or blindness and owns specially adapted homestead acquired with assistance of the VA.

Combat Service RSA 72:28-c - $500
Veteran killed or died while on active duty.

For information on qualifications and how to apply please visit the City's Website at https://www.cityofportsmouth.com/assessors/tax-credits-veterans .

Elderly and Disabled Exemptions

Elderly Exemption (RSA 72:39-a)
Age 65 or over as of April 1st of the year applying and a resident of New Hampshire for three consecutive years (as of April 1st). The property on which the exemption is claimed must be the applicant's principal place of abode.

Elderly Exemption Amount off Assessed Valuation
- Ages 65-74 - $235,000
- Ages 75-79 - $285,000
- Ages 80+ - $335,000

Elderly Income Limit
- Single - $50,137
- Married - $68,598

Elderly Asset Limit
- Single or Married - $500,000

Disabled Exemption (RSA 72:37-b)
Eligible under Social Security Title II or XVI and a resident of New Hampshire for five years as of April 1st. The property on which the exemption is claimed must be the applicant's principal place of abode.

Exemption Amount off Assessed Valuation - $235,000

Disabled Income Limit
- Single - $50,137
- Married - $68,598

Disabled Asset Limit
- Single or Married - $500,000

Elderly or Disabled Tax Deferral (RSA 72:38-a)
If eligible taxpayers are experiencing hardship paying their tax bill, the City of Portsmouth offers the option of tax deferral.

Who Qualifies for this deferral?
Taxpayers that are 65 years or older or eligible under Title II or Title XVI of the federal Social Security Act for benefits for the disabled may qualify for a tax deferral program in accordance with RSA 72:38-a.

What is a tax deferral?
A tax deferral is a postponement for all or part of the taxes due, plus annual interest at five percent (5%) if the tax liability is proven to cause the taxpayer an undue hardship or possible property loss.

Blind Exemption (RSA 72:37)
A resident who is legally blind as determined by the Services for Blind and Visually Impaired, Department of Education shall be exempt each year. A certification letter from the State of New Hampshire Bureau of Services for Blind and Visually Impaired must be submitted with a Permanent Application State form PA-29 to the Assessing Department.

Blind Exemption Amount - $25,000

Find more info about qualifications and how to apply visit the city's website at cityofportsmouth.com/assessors/elderly-disabled.

Alternative Energy Exemptions

Solar Exemption (RSA 72:62)
For persons owning real property equipped with a solar energy system as defined in RSA 72:61. The City shall exempt from taxes an amount equal to the assessed value of the solar energy system. Visit https://www.cityofportsmouth.com/assessors/solar-energy-systems-exemption for more information

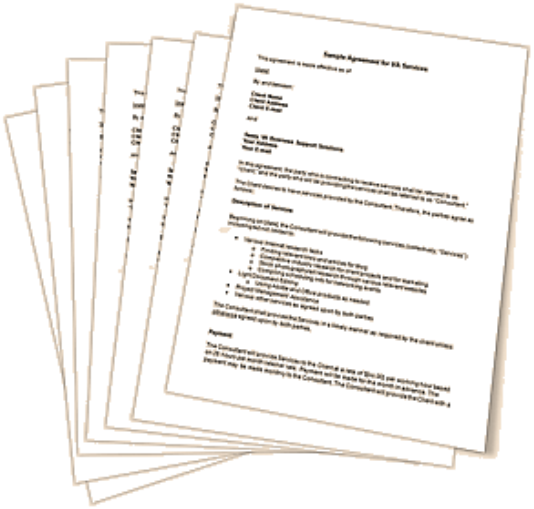
Wind-Powered Energy Systems Exemption (RSA 72:66)
For persons owing real property equipped with a wind-powered energy system as defined in RSA 72:65. The City shall exempt from taxes an amount equal to the assessed value of the wind-powered energy system. Visit https://files.cityofportsmouth.com/files/assessors/Wind-PoweredEnergySystemsExemption.pdf for more information.

All information acquired from the Portsmouth City Assessor's Office.

Tax Abatements

What is an abatement?

An official reduction or elimination of one's assessed valuation after completion of the original assessed value.



Abtement Process

An appeal process occurs when a property owner believes there to be an error in the physical data of the property or can prove the assessment is not proportional to other properties.

Any taxpayer who wish to apply for an abatement from Municipal Property Taxes must file an abatement application with the municipality by March 1st following the notice of tax.

Filing a tax abatement does not delay the collection of any contested taxes; taxes should be paid as assessed. If and abatement is granted, a refund with interest will be paid.

How do I file an Abatement? – What is the next step?

- **Step One:** Taxpayer must file the abatement application with the municipality by March 1st following the notice of tax.

  Abatement applications can be found on the City's website at (http://www.cityofportsmouth.com/assessors/abatements-state-lowmoderate-income-program)

  or in the Assessor's Office within City Hall.

- **Step Two:** Municipality has until July 1 following the notice of tax to grant or deny the abatement application.

- **Step Three:** Taxpayer may file an appeal either at the Board of Tax & Land Appeals (BTLA) (RSA 76:16-a) or in the superior court (RSA 76:17) but not both. An appeal must be filed:

  - No earlier than
    - A) After receiving the municipality's decision on the abatement application or
    - B) July 1 following the notice of tax if the municipality has not responded to the abatement application; and
  - No later than
    - September 1 following the notice of tax

What makes an abatement successful?

Abatements can be granted "for good cause shown" (RSA76:16).

- Good cause is generally established by showing an error in the assessment calculation or a disproportionate assessment.
- Good cause can also be established by showing poverty and inability to pay the tax.
- If the Abatement application is based on disproportionate assessment, the taxpayer has the burden to show how the assessment was disproportionate.

Economic Profile

The City of Portsmouth is a seaport community on the Piscataqua River, dividing New Hampshire and Maine. It serves as a regional economic and cultural hub for New Hampshire, and lies 56 miles north of Boston, Massachusetts, and 53 miles south of Portland, Maine.

Quality of Life and Economic Assets

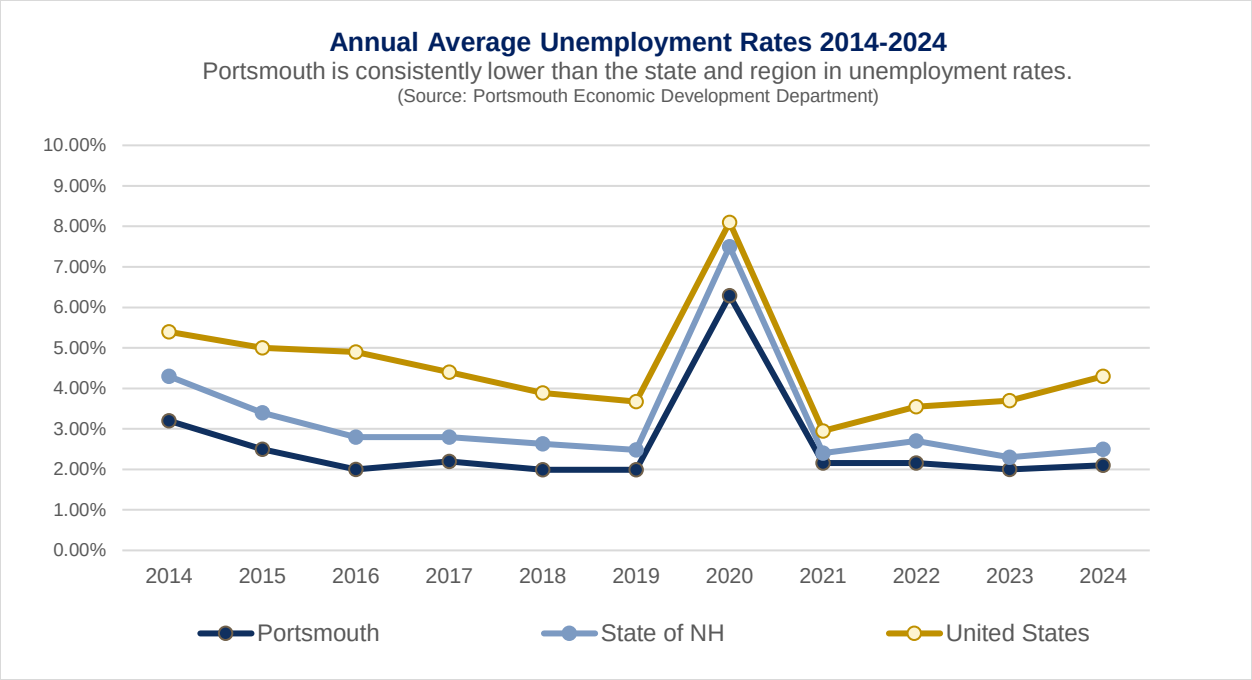
Settled in 1623, Portsmouth is the nation's third-oldest city with a rich heritage as a working seaport and the home of the State of New Hampshire's only deep-water port. Portsmouth has an authentic New England appeal that is unique. Contributing to that allure are the following attributes:



- Vibrant, walkable downtown
- Historic architecture
- Independent retail offerings and strong culinary destinations
- Low crime rate
- Excellent K-12 school system
- Strong creative arts and cultural economy
- Easy access to the interstate highway to the Boston, MA, and Portland, ME metro areas
- Home to Portsmouth International Airport and the Office/Industrial Tradeport at Pease
- High resident educational attainment - 63.0% of Portsmouth residents at the age of 25 or over have a college bachelor's degree or higher (Source: US Census)

Workforce

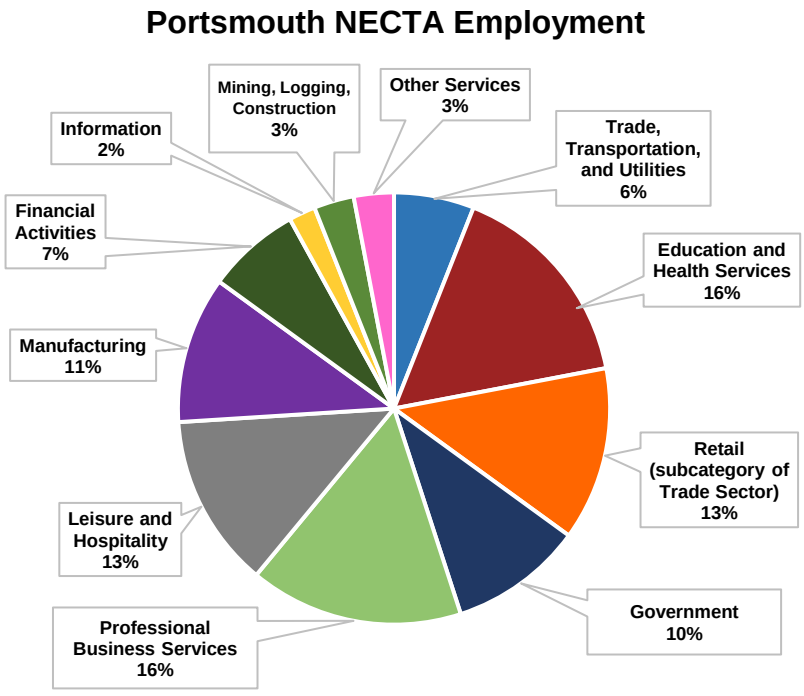
According to the New Hampshire Department of Employment Security, Portsmouth's total public and private average quarterly employment at the end of the second quarter of 2024 was 34,890, and the average weekly wage was $1,677. This is compared to the second quarter of 2022 where employment stood at 33,793 and average wages were at $1,597. There were 31,461 residents of the NH portion of the Portsmouth NH-ME Metro New England City and Town Area (MetroNECTA), age 16 and over, who both live and work in the area. On average, 68,468 commuters, age 16 and over, travel to work in the MetroNECTA. 45.2% live in the area, 38.2% live in another NH Labor Market Area, and 16.5% live out-of-state.



In 2024, the City of Portsmouth's unemployment rate increased slightly to 2.1% from a very low 2.0%. During this same period, the NH unemployment rate increased to 2.5% from 2.3% and the national rate increased to 4.3% from 3.0%.

Portsmouth Business Sectors by Employment

The local economy consists primarily of private, service-producing industries as opposed to manufacturing industries. The City's quality of life and economic attributes have attracted a wide variety of industries employing young, entrepreneurial, and highly skilled workers in the technology, finance, biotech, and health sectors. This contributes to the strong business diversity in the Seacoast region. Portsmouth historically fares well through economic changes due, in part, to its diversity and lack of reliance on one industry or workforce as illustrated in the following chart (Source: New Hampshire Economic & Labor Market Information Bureau).



School Enrollments

The Portsmouth public school system serves approximately 2,481 students in grades K-12. The School Department includes a preschool program, three elementary schools (K-5), one middle school (6-8), one high school (9-12), and one alternative high school program (9-12). The high school also includes a Career Technical Education program available to students in grades 9-12.

Education and Child Care (source: New Hampshire Employment Security (NHES) Community Profile, Portsmouth 2023)				
	Elementary	Middle/ Junior High	High School	Private/ Parochial
# of Schools	4	1	1	2
Grade Levels	Pre-K, K-5	6-8	9-12	Pre-K, K, 1-8
Total Enrollment	946	472	1025	283
Career Technology Centers		Portsmouth Career Tech Center #19		
Nearest Community College		Great Bay Community College		
Nearest College or University		University of New Hampshire		
2022 NH Licensed Child Care Facilities (DHHS Bureau of Licensing)		Total Facilities – 14 Total Capacity – 1,242		

Post-Secondary Education - In addition to the University of New Hampshire located 12 miles away in Durham and Great Bay Community College in Portsmouth, many institutions of higher education are serving our area through robust online services. These institutions include Granite State College and Southern New Hampshire University.

Utilities

Electric and Gas – Eversource, interconnected with the New England Power Company Exchange, supplies all electrical power within the City. Portsmouth is one of over 60 communities in New Hampshire which benefits from lower prices, local control, consumer choice and cleaner energy, having joined the Community Power Coalition of NH in 2023. Gas service is provided by Unitil, Allied Gas Division, and Sea 3. Both natural gas and liquefied petroleum gas (LPG) are available.

Water and Sewer – Municipal water and sewer services are provided by the City of Portsmouth which are sustained through Enterprise Funds with user charges set to ensure adequate coverage of operating expenses and payments on outstanding debt for capital expenditures.

Transportation Services

Overnight truck delivery is available from Portsmouth throughout the Northeast market, serving 36% of the nation's population plus Eastern Canada. Portsmouth is served by twenty-one (21) regular route carriers including FEDEX and UPS. In addition, CSX Railroad provides

freight service in the greater Portsmouth area. By vehicle, it is a one-hour commute south to Logan International Airport, as well as the financial and medical centers in Boston. C&J Transportation operates a convenient bus service to Boston (including Logan Airport) and to New York City as well as private charter services.

Amtrak passenger rail service is offered between Portland, ME, and Boston, MA with stops in Dover, Exeter, and Durham, New Hampshire. The regional bus service is provided by COAST (Cooperative Alliance for Seacoast Transportation). COAST serves the region with frequent service, with a network hub in downtown Portsmouth.

The New Hampshire State Port Authority's Market Street Marine Terminal in Portsmouth currently provides a concrete pier that is 600 feet by 50 feet, with a 35-foot-deep berth alongside, a 10-acre storage area, and 50,000 square feet of warehouse space. The Terminal accommodates bulk cargo products as well as container and barge services, and in 2024 hosted several overnight stays by American Cruise Line vessels. Of note: Portsmouth Harbor is ice-free year-round and is geographically the closest ice-free port to Europe. The Port Authority also oversees and manages the Portsmouth Fish Pier, a separate building on Peirce Island that supports smaller, commercial fishing entities.

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

Unique Economic Drivers

Arts and Culture

Portsmouth also serves as the cultural and culinary destination for the region. This has resulted in a significant creative economy of for-profit and nonprofit businesses, ranging from theatres and museums to galleries and design/architectural firms. The most recent economic impact study of this sector in 2023 by Americans for the Arts (AFTA) indicated that the City's nonprofit cultural institutions and organizations alone contribute over $70 million to the local economy, up from $58 million in 2016.

The contributions of these institutions and organizations are significantly higher than the arts and cultural contribution of similar sized cities. These organizations, along with many year-round cultural offerings, make Portsmouth a preferred, cultural tourist destination.

Pease International Tradeport - Pease International Tradeport is a former Air Force Base that was redeveloped as an international business park within the City of Portsmouth in the 1990's. The Tradeport, managed by the Pease Development Authority (PDA), a state of NH entity, is

conveniently located off Interstate 95, just 50 miles from the major cities of Boston, Portland, and Manchester.

The City of Portsmouth provides municipal services to the Tradeport. Per the terms of the Municipal Services Agreement, the City received $8 million in FY 2024. Along with serving as a Foreign Trade Zone, Pease is home to Portsmouth International Airport, a customs-ready facility with commercial and passenger flights, cargo services, and business charter flights.

With over 250 companies and 10,000 direct hires, Tradeport businesses play a significant role in the region's economic vitality. It is home to eight of the City's top 20 employers including the National Passport and Visa Centers, Lonza Biologics, High Liner Seafoods, Amadeus, Hubble, and Sprague Energy.

The Portsmouth International Airport at Pease (PSM), an asset to the Northeast region, the nation and the globe, is a convenient gateway to the United States. Its proximity to Boston's Logan International Airport, Portland's International Jetport, and the Manchester-Boston Regional Airport creates a unique opportunity to capture both passenger and airplane service companies.

The diversity of services at PSM includes the New Hampshire Air National Guard's (NHANG) 157th Air Refueling Wing, passenger commercial services, corporate aviation technical services, vehicle rentals, and unique cargo operations.

Currently, scheduled passenger flights are available on both Allegiant Airlines and Breeze Airways as well as several charter and private jet operators that utilize the airport. The 2024 passenger count through the airport terminal was 198,042. Phase 2 of the terminal expansion program, which added 5,200 square feet for an Arrivals Hall, was completed in November 2024.

The NHANG is a critical component of the Tradeport. The twelve new KC-46A refueling aircraft represent a total replacement of the US Air Force refueling aircraft completed in 2023. This presence contributes significantly to the local economy, specifically in terms of training activities from across the nation and subsequent overnight stays in the area hotels.

The Port of New Hampshire

The Port of New Hampshire, located on the Piscataqua River in downtown Portsmouth, is the State's only deep-water port. The Port is overseen by the Pease Development Authority. Its strategic location on a deep natural harbor makes it viable for international cargo shipping as well as for visiting cruise ships. The Harbormaster offices and docks are located onsite. Port infrastructure includes a 600-foot-long wharf, a 310-foot barge pier, two (2) large warehouse structures, and open areas for bulk storage and container facilities. The Port leases space to local charter fishing and harbor cruise operators and regularly hosts the popular Tall Ships that periodically visit the City, at both its Market Street Marine Terminal and Portsmouth Fish Pier.

Foreign Trade Zone (FTZ)

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

Portsmouth Naval Shipyard (PNSY)

The Portsmouth Naval Shipyard (PNSY) is located in Kittery, Maine, just across the Piscataqua River from the City. Established in 1800, PNSY is the U.S. Navy's oldest continuously operating naval shipyard and serves as a major submarine overhaul and refueling facility. PNSY is the largest employer in the region, with a highly skilled, technical workforce.

The following is a summary of the Seacoast Shipyard Association's most current regional economic impact report for Calendar Year (CY) 2023:

- Overall, PNSY had an economic impact of $1,536,567,511, an increase of approximately $80 million from the $1,457,952,317 CY 2022 figure. The majority of this increase is from increased civilian payroll and facilities contracts.
- PNSY employs 7,356 employees with a civilian payroll of $663 million, a decrease from $670 million in CY 2022.
- PNSY purchased $160 million of goods and services, a decrease of $36 million from CY 2022.
- Total contracted facility services purchased was $626 million, an increase from $559 million in CY 2022.



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A GUIDE TO THE BUDGET DOCUMENT

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

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

This budget serves six vital functions:

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

BUDGET DOCUMENT CONTENTS

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

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

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

SPECIAL REVENUE FUNDS - These funds account for the proceeds of specific revenue sources, such as federal, State, and local grants, private donations, and transfer from other funds that are restricted to expenditure for specified purposes. There are six special revenue funds detailed in this document, which require a budget and are a part of the budget adoption

process: Parking and Transportation, Community Development Block Grant (CDBG), Community Campus, Indoor Pool, Stormwater, and Prescott Park.

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

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

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

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

BUDGETARY FUND STRUCTURE

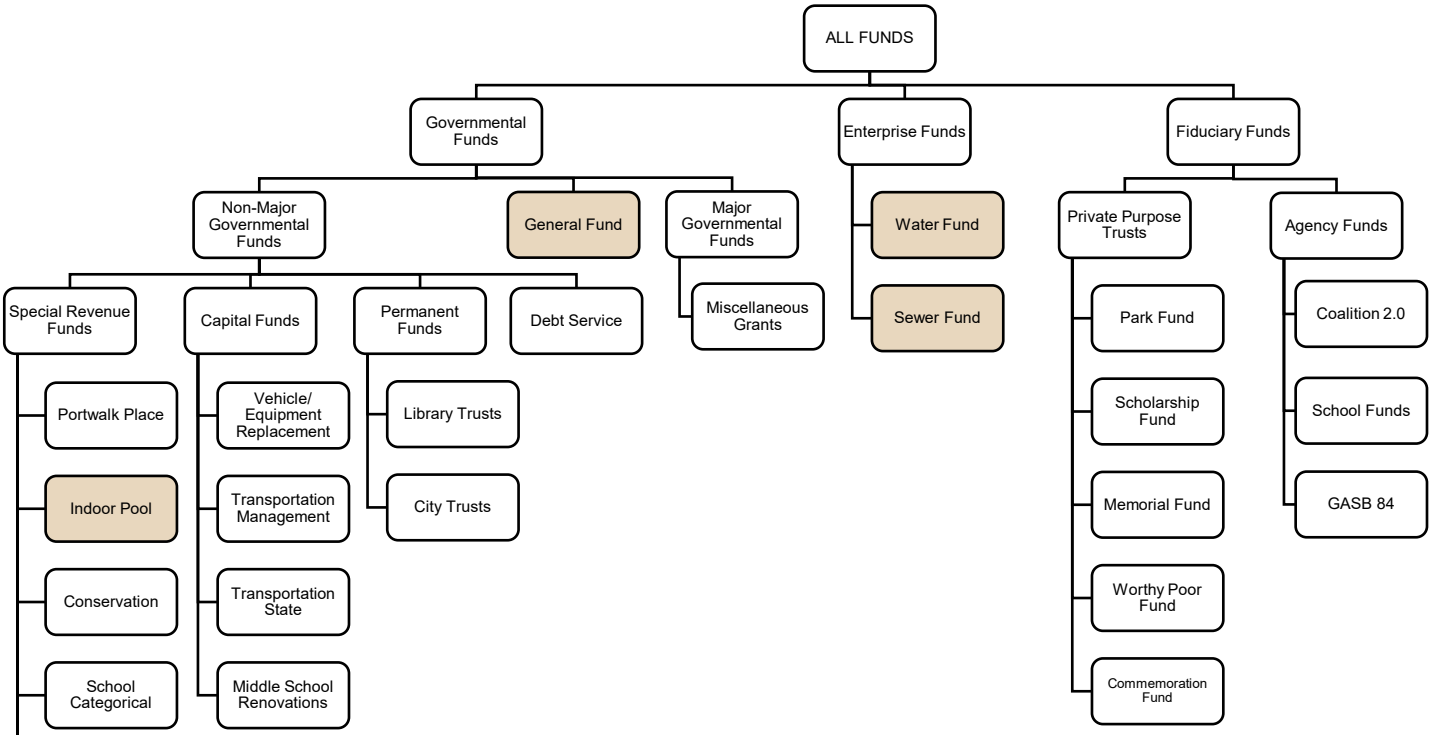
The City's budgetary fund structure (appropriated funds) which are included in this document are: the General Fund; the Community Development, Parking & Transportation, Community Campus, Indoor Pool, Stormwater, and Prescott Park Funds (Special Revenue Funds); and the Water and Sewer Funds (Enterprise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

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

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

Flow of Audited Funds

(Tan Highlighted Funds Represented in Budget Document)



Department / Fund Relationship

Department Expenditures Within Funds

	Governmental Funds					
Department	General Fund	Special Revenue Funds	Capital Funds	Permanent Funds	Enterprise Funds	Fiduciary Funds
City Council	✓					✓
City Manager	✓					✓
Human Resources	✓	✓				
City Clerk	✓					
Elections	✓					
Legal	✓	✓				
IT	✓	✓	✓			
Finance	✓	✓				
Planning & Sustainability	✓	✓				
Inspection	✓					
Public Health	✓	✓				
Police Department	✓	✓	✓			
Fire Department	✓	✓	✓			
Emergency Management	✓	✓	✓			
Public Works*	✓	✓	✓		✓	
Public Library	✓	✓		✓		
Recreation	✓	✓	✓	✓		✓
Senior Services	✓	✓				
Public Welfare	✓	✓				
Outside Social Services	✓					
School Department	✓	✓	✓			✓
Community Development		✓		✓		✓
Economic Development	✓					
Indoor Pool		✓				
Community Campus		✓	✓			

*** Public Works Department includes: Highway, Water, Sewer, Stormwater, Parking/Transportation, and Prescott Park Divisions**

MAJOR FUND DESCRIPTIONS:

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

GENERAL FUND

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

NON-MAJOR FUND DESCRIPTIONS:

WATER FUND

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

SEWER FUND

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

STORMWATER

Stormwater is a Special Revenue Fund which accounts for operations for compliance with the United States Environmental Protection Agency's National Pollution Discharge Elimination System Stormwater Phase II regulations. Stormwater is funded by a transfer from both the General and Sewer Funds.

PARKING AND TRANSPORTATION

The Parking and Transportation Fund is a Special Revenue Fund, which is funded by parking system user fees including parking passes, on-street and garage parking, and parking fines. It accounts for operations of the City's parking facilities, parking enforcement, parking meter operations, and parking administration funded by funds generated from these parking activities.

PRESCOTT PARK

Prescott Park is a Special Revenue Fund which accounts for expenditures associated with the maintenance of the Park. It is funded by the Josie F. Prescott Trust, Marine Maintenance Trust, a transfer from the General Fund, and revenues generated from weddings and license agreements.

COMMUNITY CAMPUS
Community Campus was purchased in March 2022 from The Foundation for Seacoast Health. The campus consists of a 72,000 square foot building on 34 acres. The building is now home to the Recreation Department and the School Department's Robert J. Lister Academy program in addition to several nonprofit human service organizations that benefit the community and the Seacoast region. This Special Revenue Fund facilitates the operations of the building with funding from rental income and a transfer from the General Fund.

INDOOR POOL
Prior to FY 2011, the Indoor Pool was supported in full with appropriations from the General Fund along with associated revenues also being recorded in the General Fund. From FY11 through FY22, a nonprofit organization named Save the Indoor Portsmouth Pool (SIPP), by way of an agreement with the City, funded the operations and capital needs of the Indoor Pool with a General Fund transfer to a Special Revenue Fund as well as user fees and donations. Portsmouth never relinquished ownership of the pool. In FY23, the city re-established the operations of the pool with operating revenues and expenditures recorded in a Special Revenue Fund.

COMMUNITY DEVELOPMENT BLOCK GRANT
The Community Development Fund is a Special Revenue Fund. It accounts for the use of Community Development Block Grant (CDBG) Funds as received from the Federal Government through the New Hampshire Office of State Planning. Current grants are designed for City of Portsmouth economic development activities, housing rehabilitation, social service agencies, and public facilities. The Community Development Division is a division of the Economic & Community Development Department.

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

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

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

For Enterprise Funds, the City of Portsmouth prepares its budgets using the accrual basis, which results in an accounting measure that records the substances of transactions or events,

not merely cash inflows or outflows. It recognizes non-cash transactions at the time they occur, considering not only accruals, but also deferrals, allocations, and amortizations.

The Annual Comprehensive Financial Report displays the status of the City's finances based on "Generally Accepted Accounting Principles" (GAAP). The City in most cases conforms to GAAP in reference to the fund-based financial statements, when preparing its budget. Exceptions are as follows:

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

THE BUDGET PROCESS

The City annually conducts a comprehensive and extensive budget-setting process for the Capital Improvement Program and the Operating/Non-Operating budget, in accordance with the City Charter, as depicted below.



July 1st
- New Fiscal Year Begins!

August
- City Council initiates the CIP process with a Work Session

Public invited to submit CIP projects

September
- Planning Board initiates the six-year CIP process

Public invited to submit CIP projects

October

CIP Citizens Request Subcommittee meets

November
- City Manager prepares and Submits CIP to the Council three months prior to the final Budget Submission to the City Council (City Charter, Sec 7.6)

City Council holds a joint work session with the Planning Board

City Council holds a joint public hearing with the Planning Board (City Charter, Sec 7.7)

Planning Board votes to recommend the City Council adopt the CIP

December
- City Manager initiates Budget Process with City Departments (City Charter, Sec 7.9)

City Council adopts the CIP (City Charter, Sec 7.8)

January

City Council holds a budget preview work session.
- Budget Public Hearings held by the Police Commission, Fire Commission, and School Board (City Charter, Sec 7.9)

February

Budget Public Hearings held by the Police Commission, Fire Commission, and School Board (City Charter, Sec 7.9)

Mid-February to Early March
- City Departments submit their budgets to the City Manager (City Charter, Sec 7.9)

April
- The City Manager's Proposed Budget is submitted to the City Council 45 days before the start of the Fiscal Year (City Charter, Sec. 7.9)

May

Public Hearing held on the Budget (City Charter, Sec 7.12)

Budget Work Sessions held with the City Council

June
- Adoption of the Budget by the City Council on or prior to June 30 (City Charter, Sec. 7.13)

CAPITAL IMPROVEMENT PROGRAM PROCESS

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

BUDGET PROCESS – LEGAL LEVEL OF BUDGET CONTROL

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

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

All monies appropriated in the annual budget for the support of the public schools shall be subject to the control of the School Board, which shall have line-item control over its own budget per the City Charter.

The City Council, per the City Charter, holds a public hearing prior to the adoption of the budget for public input. The City Council then holds a series of Work Sessions with each department including a "Listening Session" to allow the public to comment and pose questions to the City Council.

The City Council must adopt a final budget by June 30th. If the City Council takes no action on or prior to June 30th, the budget submitted by the City Manager is deemed to have been adopted by the City Council per the City Charter.

The City will adopt a balanced budget, by fund, for all funds maintained by the City, in which total anticipated revenues will equal budgeted expenditures for each fund. A budget is considered balanced when total estimated revenues (monies coming in) are equal to total appropriations (monies approved to spend).

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

FY 2026 BUDGET SCHEDULE

August 2024				
19	Monday	6:00 PM		City Council CIP Work Session
September 2024				
20	Friday			Citizen Submission Deadline for CIP Projects
27	Friday			Departments Submission Deadline for CIP Projects
October 2024				
15	Tuesday	5:30 PM	**	City Council Citizens Request Subcommittee ~ Review the Citizens Request Projects
November 2024				
12	Tuesday	6:00 PM		CIP Joint Work Session with City Council and Planning Board (full presentation)
18	Monday	7:00 PM		CIP Joint Public Hearing with City Council and Planning Board
21	Thursday	6:00 PM		Planning Board Meeting - Recommendation of the CIP to City Council
December 2024				
2	Monday	7:00 PM		City Council Meeting - Adoption of the CIP
January 2025				
15	Wednesday	6:00 PM		City Council Budget Planning Work Session
February 2025				
4	Tuesday	7:00 PM		School Board Public Hearing #1 on the proposed department budget
11	Tuesday	6:00 PM	*	Fire Commission Public Hearing on the proposed department budget
12	Wednesday	5:30 PM	**	Police Commission Public Hearing on the proposed department budget
March 2025				
4	Tuesday	7:00 PM	***	School Board Public Hearing #2 on the proposed department budget
April 2025				
Week of April 28th				Proposed Budget document submitted to the City Council
May 2025				
12	Monday	6:00 PM		City Council Budget Work Session #1 - General Fund
14	Wednesday	6:00 PM		City Council Budget Work Session #2 - Enterprise & Special Revenue Funds
28	Wednesday	6:00 PM		City Council Work Session - Budget Review
June 2025				
9	Monday	7:00 PM		City Council Meeting - Continuation of Public Hearing and Adoption of the Budget

All Meetings, Work Sessions, and Public Hearings will be held in the Eileen Dondero Foley Council Chambers unless noted as follows:

* Fire Station 2 (3010 Lafayette Road) - George Pierce Training Room

** Conference Room A - City Hall

*** School Department Conference Room - City Hall

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Fund Summaries

Tax Rate Calculation, Expenditures by Funds and Departments, and the Combined Statement of Revenues and Expenditures and Changes in Fund Balance & Net Position

CALCULATION OF PROPERTY TAX RATE

The State of New Hampshire does not assess a sales or income tax. As a result, property tax is the primary method of financing local government.

The preparation of the Annual General Fund Proposed Budget includes a calculation of the *estimated* property tax rate or ad valorem, which is a tax levied in proportion to the value of property.

The following page provides the property tax levy, *(the difference between the gross appropriations and estimated revenues)*, and the calculation of the estimated tax rate based on:

- The City Manager's Proposed FY26 Budget,
- Estimated county tax obligation,
- Estimated local and State revenues, and
- Estimated taxable property valuation



The final tax rate will be set by the New Hampshire Department of Revenue Administration in late fall. Property valuation, State Revenues, and county tax obligation are estimated for budget purposes. The final tax rate may vary from the proposed tax rate stated in this budget document.

EXPENDITURES BY FUNDS AND DEPARTMENTS

List of expenditures by funds and departments for the FY24 budget and actual, FY25 budget, and the FY26 City Manager's recommended budget, as well as the dollar and percent change over FY25.

COMBINED STATEMENT OF REVENUES AND EXPENDITURES AND CHANGES IN UNASSIGNED FUND BALANCE AND UNRESTRICTED NET POSITION

Provides a projection of the unassigned fund balance and unrestricted net position for the General, Special Revenue, Water, and Sewer Funds presented in this budget document.

GENERAL FUND BUDGET SUMMARY - FY 2026
TAX CALCULATION

OPERATING BUDGET	FY24 BUDGET	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED	$$ CHANGE FROM FY25	% CHANGE FROM FY25
General Government	25,761,255	26,470,064	26,664,357	194,293	0.73%
Police	13,959,993	14,586,704	14,910,638	323,934	2.22%
Fire	11,243,307	12,507,527	12,868,512	360,985	2.89%
School	60,680,961	64,061,713	65,915,610	1,853,897	2.89%
Collective Bargaining	0	0	1,990,000	1,990,000	N/A
Department Operating Budget	111,645,516	117,626,008	122,349,117	4,723,109	4.02%
Transfer to Indoor Pool	200,000	200,000	200,000	0	0.00%
Transfer to Prescott Park	243,653	262,930	271,370	8,440	3.21%
Transfer to Community Campus	476,443	465,355	470,911	5,556	1.19%
Total Transfers/Other	920,096	928,285	942,281	13,996	1.51%
Total Operating Budget	**112,565,612**	**118,554,293**	**123,291,398**	**4,737,105**	**4.00%**
NON-OPERATING EXPENSE					
Debt Related Costs/TANS	120,000	120,000	120,000	0	0.00%
Debt Service Payments	13,060,206	14,164,300	14,191,948	27,648	0.20%
Overlay Interest Expense	1,000,000	60,000	60,000	0	0.00%
Property & Liability Ins	393,307	424,292	508,005	83,713	19.73%
Rockingham County Tax	5,730,000	5,730,000	6,000,870	270,870	4.73%
Contingency	300,000	300,000	300,000	0	0.00%
Rolling Stock	877,000	783,650	789,000	5,350	0.68%
IT Equipment Replacement	1,172,336	992,180	1,091,250	99,070	9.99%
Capital Outlay	1,820,000	1,638,000	1,560,000	(78,000)	-4.76%
Outside Counsel	450,000	500,000	0	(500,000)	-100.00%
Settlement	500,000	0	0	0	N/A
Other General Non-Operating	634,914	1,594,632	1,982,469	387,837	24.32%
Total Non-Operating Budget	**26,057,763**	**26,307,054**	**26,603,542**	**296,488**	**1.13%**
Total Gross Budget	**138,623,375**	**144,861,347**	**149,894,940**	**5,033,593**	**3.47%**
REVENUES					
Municipal	17,935,366	19,525,932	20,351,352	825,420	4.23%
School	6,863,400	6,964,600	7,129,764	165,164	2.37%
State Revenues	2,341,000	2,521,000	2,666,921	145,921	5.79%
State Revenues-School Building Aid	740,973	740,973	740,973	0	0.00%
American Rescue Plan Act (ARPA)	0	2,183,054	0	(2,183,054)	-100.00%
Use of Fund Balance					
Budget Process	2,500,000	1,000,000	2,000,000	1,000,000	100.00%
Property Appraisal	100,000	100,000	100,000	0	0.00%
Debt Service Reserve	1,700,000	1,600,000	1,500,000	(100,000)	-6.25%
Use of Bond Premium	128,379	0	131,519	131,519	N/A
Supplemental Appropriation	1,340,000	0	0	0	N/A
Total	**33,649,118**	**34,635,559**	**34,620,529**	**(15,030)**	**-0.04%**
BUDGETED PROPERTY TAX LEVY	**104,974,257**	**110,225,788**	**115,274,411**	**5,048,623**	**4.58%**
Adequate Education Formula	(11,410,459)	(11,062,049)	(11,022,761)	39,288	-0.36%
State Education Tax	11,410,459	11,062,049	11,022,761	(39,288)	-0.36%
War Service Credits	708,610	710,235	710,235	0	0.00%
Overlay	0	1,489,488	1,600,000	110,512	7.42%
State Adjustment	81,140	(49,785)	0	49,785	-100.00%
Total Property Taxes Assessed	105,764,007	112,375,726	117,584,646	5,208,920	4.64%
ASSESSED VALUATION WITH UTILITIES	6,577,145,132	10,078,592,037	10,188,592,037	110,000,000	1.09%
ASSESSED VALUATION NO UTILITIES	6,394,367,400	9,810,510,386	9,920,510,386	110,000,000	1.12%
MUNICIPAL & SCHOOL TAX RATE	13.50	9.47	9.87	0.40	4.19%
COUNTY TAX RATE	0.85	0.58	0.59	0.01	2.07%
STATE EDUCATION TAX RATE	1.78	1.13	1.11	(0.02)	-1.67%
COMBINED TAX RATE	16.13	11.18	11.57	0.39	3.49%

EXPENDITURES BY FUNDS AND DEPARTMENTS

	FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED	CITY MANAGER $$ CHANGE	CITY MANAGER % CHANGE
GENERAL FUND						
GENERAL FUND OPERATING BUDGET						
GENERAL GOVERNMENT						
GENERAL ADMINISTRATION						
City Council	28,755	25,695	28,755	28,378	(377)	-1.31%
City Manager	664,632	656,681	686,895	693,262	6,367	0.93%
General Government Benefits	2,609,434	2,578,172	2,687,910	2,786,504	98,594	3.67%
Human Resources	535,596	528,039	562,864	580,233	17,369	3.09%
City Clerk	338,364	336,972	353,056	332,675	(20,381)	-5.77%
Elections	114,457	112,068	122,537	125,309	2,772	2.26%
Legal	1,047,669	991,774	1,095,199	1,127,444	32,245	2.94%
Information Technology - Administration	1,573,198	1,466,066	1,691,874	1,686,476	(5,398)	-0.32%
Information Technology - SBITA	350,178	455,536	0	0	0	N/A
Economic Development	179,226	167,863	176,723	175,913	(810)	-0.46%
FINANCE						
Accounting, Assessing, Tax Collection	2,815,617	2,752,255	2,957,584	2,911,927	(45,657)	-1.54%
OTHER GENERAL GOVERNMENT						
General Administration	1,050,155	1,039,327	1,125,515	1,121,721	(3,794)	-0.34%
REGULATORY SERVICES						
Planning and Sustainability	899,035	862,068	930,508	954,679	24,171	2.60%
Inspections	860,619	852,532	899,108	900,953	1,845	0.21%
Health	495,412	489,489	517,677	503,888	(13,789)	-2.66%
PUBLIC WORKS	7,781,410	7,748,638	7,990,517	8,141,485	150,968	1.89%
COMMUNITY SERVICES						
Public Library	2,377,672	2,376,859	2,488,538	2,390,101	(98,437)	-3.96%
Recreation	1,129,843	1,129,570	1,228,784	1,157,661	(71,123)	-5.79%
Senior Services	246,401	246,400	240,231	244,585	4,354	1.81%
Public Welfare	412,252	339,209	417,209	532,583	115,374	27.65%
Outside Social Services	233,250	233,250	250,500	250,500	0	0.00%
EMERGENCY MANAGEMENT	18,080	14,118	18,080	18,080	0	0.00%
TOTAL GENERAL GOVERNMENT	**25,761,255**	**25,402,581**	**26,470,064**	**26,664,357**	**194,293**	**0.73%**
Police Department	13,959,993	13,719,287	14,586,704	14,910,638	323,934	2.22%
Fire Department	11,243,307	11,202,463	12,507,527	12,868,512	360,985	2.89%
School Department	60,680,961	60,640,374	64,061,713	65,915,610	1,853,897	2.89%
TOTAL POLICE, FIRE, SCHOOL	**85,884,261**	**85,562,124**	**91,155,944**	**93,694,760**	**2,538,816**	**2.79%**
COLLECTIVE BARGAINING CONTINGENCY	**0**	**0**	**0**	**1,990,000**	**1,990,000**	**N/A**
TOTAL OPERATING DEPARTMENTS	**111,645,516**	**110,964,705**	**117,626,008**	**122,349,117**	**4,723,109**	**4.02%**
TRANSFER TO INDOOR POOL	**200,000**	**200,000**	**200,000**	**200,000**	**0**	0.00%
TRANSFER TO PRESCOTT PARK	**243,653**	**243,653**	**262,930**	**271,370**	**8,440**	3.21%
TRANSFER TO COMMUNITY CAMPUS	**476,443**	**476,443**	**465,355**	**470,911**	**5,556**	1.19%
TOTAL TRANSFERS	**920,096**	**920,096**	**928,285**	**942,281**	**13,996**	**1.51%**
TOTAL OPERATING	***112,565,612***	***111,884,801***	***118,554,293***	***123,291,398***	***4,737,105***	**4.00%**
GENERAL FUND NON-OPERATING BUDGET						
Debt Related Expenses	120,000	115,094	120,000	120,000	0	0.00%
Debt Service	13,060,206	13,059,982	14,164,300	14,191,948	27,648	0.20%
Overlay Interest Expense	1,000,000	1,097,681	60,000	60,000	0	0.00%
Property & Liability	393,307	393,038	424,292	508,005	83,713	19.73%
County Tax	5,730,000	5,679,311	5,730,000	6,000,870	270,870	4.73%
Contingency	300,000	300,000	300,000	300,000	0	0.00%
Rolling Stock	877,000	877,000	783,650	789,000	5,350	0.68%
IT Equipment Replacement	1,172,336	1,172,336	992,180	1,091,250	99,070	9.99%
Capital Outlay	1,820,000	1,820,000	1,638,000	1,560,000	(78,000)	-4.76%
Professional Services - Outside Counsel	450,000	450,000	500,000	0	(500,000)	-100.00%
Settlement	500,000	500,000	0	0	0	N/A
Other General Non-Operating	634,914	628,649	1,594,632	1,982,469	387,837	24.32%
TOTAL NON-OPERATING	***26,057,763***	***26,093,091***	***26,307,054***	**26,603,542**	296,488	1.13%
TOTAL GENERAL FUND	**138,623,375**	**137,977,892**	**144,861,347**	**149,894,940**	**5,033,593**	**3.47%**

	FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED	CITY MANAGER $$ CHANGE	CITY MANAGER % CHANGE
ENTERPRISE FUNDS - FULL ACCRUAL						
WATER DIVISION						
Administration						
Administration	2,758,294	2,816,512	2,991,705	3,366,531	374,826	12.53%
Engineering	549,421	438,031	621,119	772,186	151,067	24.32%
Collective Bargaining Contingency	0	0	0	63,495	63,495	N/A
Depreciation	2,700,000	2,599,553	2,595,000	2,770,000	175,000	6.74%
Interest on Debt	1,145,559	1,147,653	1,474,140	1,586,330	112,190	7.61%
Air Force Reimbursement	896,882	991,820	1,152,820	1,099,965	(52,855)	-4.58%
sub-total	8,050,156	7,993,568	8,834,784	9,658,507	823,723	9.32%
Water Supply and Treatment						
Treatment Plant	2,184,410	2,118,597	2,308,633	2,366,710	58,077	2.52%
Laboratory	60,000	58,380	77,700	103,700	26,000	33.46%
Wells	127,500	108,896	132,100	152,405	20,305	15.37%
Storage Tanks	13,500	34,084	16,800	26,050	9,250	55.06%
Booster Stations	145,400	149,542	178,150	194,850	16,700	9.37%
sub-total	2,530,810	2,469,499	2,713,383	2,843,715	130,332	4.80%
Water Distribution						
Adminstration	808,518	686,168	913,466	950,104	36,638	4.01%
Mains	270,000	127,810	270,000	250,000	(20,000)	-7.41%
Services	0	0	0	0	0	N/A
Hydrants	0	0	0	0	0	N/A
Meters	285,213	218,263	290,964	263,997	(26,967)	-9.27%
sub-total	1,363,731	1,032,240	1,474,430	1,464,101	(10,329)	-0.70%
Total Water Division	11,944,697	11,495,307	13,022,597	13,966,323	943,726	7.25%
SEWER DIVISION						
Administration						
Administration	3,411,344	3,694,980	3,838,244	4,109,536	271,292	7.07%
Engineering	858,368	797,116	893,342	1,092,934	199,592	22.34%
Collective Bargaining Contingency	0	0	0	65,525	65,525	N/A
Depreciation	5,275,000	5,138,543	5,148,000	5,550,000	402,000	7.81%
Interest on Debt	3,698,628	3,442,232	3,670,760	3,713,227	42,467	1.16%
sub-total	13,243,340	13,072,871	13,550,346	14,531,222	980,876	7.24%
Wastewater Treatment						
Treatment Plant	6,271,726	6,613,029	6,574,866	7,227,183	652,317	9.92%
Laboratory	186,250	165,526	199,400	305,425	106,025	53.17%
Lift Stations	962,374	930,774	1,105,355	1,205,621	100,266	9.07%
sub-total	7,420,350	7,709,329	7,879,621	8,738,229	858,608	10.90%
Wastewater Collection						
Administration	937,776	866,377	1,006,478	983,630	(22,848)	-2.27%
Mains	82,750	29,903	85,925	73,275	(12,650)	-14.72%
sub-total	1,020,526	896,279	1,092,403	1,056,905	(35,498)	-3.25%
Total Sewer Division	21,684,216	21,678,479	22,522,370	24,326,356	1,803,986	8.01%
TOTAL ENTERPRISE FUNDS	**33,628,913**	**33,173,786**	**35,544,967**	**38,292,679**	**2,747,712**	**7.73%**

	FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED	CITY MANAGER $$ CHANGE	CITY MANAGER % CHANGE
SPECIAL REVENUE FUNDS						
PARKING AND TRANSPORTATION						
Parking Administration	1,883,514	1,866,551	2,116,631	2,175,687	59,056	2.79%
Foundry Place Parking Facility	533,926	389,657	518,785	546,454	27,669	5.33%
Hanover Street Parking Facility	733,743	1,045,602	574,440	601,022	26,582	4.63%
Parking Enforcement	574,588	413,692	593,114	587,632	(5,482)	-0.92%
Parking Meter Operations	467,392	494,905	390,887	440,663	49,776	12.73%
Parking Collection	228,654	225,546	247,147	270,670	23,523	9.52%
Engineering	402,037	402,403	520,918	547,779	26,861	5.16%
Neighborhood Parking Program	0	0	0	0	0	N/A
Public Transportation	647,229	616,610	817,782	910,790	93,008	11.37%
Downtown Operations & Contingency	300,000	300,000	649,307	654,739	5,432	0.84%
Debt Service	2,438,063	2,346,886	2,332,263	2,431,013	98,750	4.23%
Contingency	97,000	87,021	97,500	110,000	12,500	12.82%
Capital Outlay	587,000	587,000	1,590,000	740,000	(850,000)	-53.46%
Total Parking & Transportation	8,893,146	8,775,873	10,448,774	10,016,449	(432,325)	-4.14%
STORMWATER	803,088	531,049	1,095,256	965,520	(129,736)	-11.85%
COMMUNITY DEVELOPMENT BLOCK GRANT	150,608	173,321	190,963	193,803	2,840	1.49%
COMMUNITY CAMPUS	925,311	873,991	937,087	964,133	27,046	2.89%
INDOOR POOL	633,652	452,056	612,511	598,837	(13,674)	-2.23%
PRESCOTT PARK	568,886	531,753	594,530	609,771	15,241	2.56%
TOTAL SPECIAL REVENUE FUNDS	**11,974,691**	**11,338,044**	**13,879,121**	**13,348,513**	**(530,608)**	**-3.82%**
TOTAL APPROPRIATED FUNDS	**184,226,979**	**182,489,722**	**194,285,435**	**201,536,132**	**7,250,697**	**3.73%**

GENERAL FUND REVENUE & EXPENDITURE FORECAST

	FY 25 Approved Budget	FY26 Proposed Budget	FY25-FY26 % Change	FY27 Forecast	FY27 % Change Forecast	FY28 Forecast	FY28 % Change Forecast	***Assumptions***
Revenues								
Property taxes	110,225,788	115,274,411	4.6%	124,365,049	7.9%	130,992,816	5.3%	
Licenses and permits	2,474,600	2,949,600	19.2%	3,067,584	4.0%	3,190,287	4.0%	*Trend of 4% each year*
Other local sources	12,061,532	12,431,752	3.1%	12,929,022	4.0%	13,446,183	4.0%	*Trend of 4% each year*
Parking revenues	2,500,000	2,500,000	0.0%	2,500,000	0.0%	2,500,000	0.0%	*Level funding for General Fund*
Interest & penalties	2,489,800	2,470,000	-0.8%	1,970,000	-20.2%	1,970,000	0.0%	*Expecting interest rate cuts*
School revenues	6,964,600	7,129,764	2.4%	7,272,359	2.0%	7,417,806	2.0%	*Average increase of 2%*
State revenues	3,261,973	3,407,894	4.5%	3,518,894	3.3%	3,635,894	3.3%	*Based on Legislation (Increase Rooms and Meals 5% each year)*
ARPA-SLFRF	2,183,054	-	N/A	-	N/A	-	N/A	*FY25 use of one time revenue*
Use of fund balance:								
To reduce taxes	2,700,000	3,731,519	38.2%	3,000,000	-19.6%	2,500,000	-16.7%	*Supplementals and Budget process*
Total Revenues and Other Sources	***$144,861,347***	***$149,894,940***	***3.5%***	***$158,622,908***	***5.8%***	***$165,652,987***	***4.4%***	
Expenditures								
Operating Budget								
General Government	26,470,064	26,664,357	0.7%	27,997,575	5.0%	29,397,454	5.0%	*Average increase from FY 22-26*
Police Department	14,586,704	14,910,638	2.2%	15,533,903	4.2%	16,183,220	4.2%	*Average increase from FY 22-26*
Fire Department	12,507,527	12,868,512	2.9%	13,638,049	6.0%	14,453,604	6.0%	*Average increase from FY 22-26*
School Department	64,061,713	65,915,610	2.9%	69,092,742	4.8%	72,423,013	4.8%	*Average increase from FY 22-26*
Collective Bargaining	-	1,990,000	N/A	2,075,968	N/A	2,165,650	N/A	
Transfer to other funds	928,285	942,281	1.5%	989,395	5.0%	1,038,865	5.0%	*Average increase from FY 22-26 (Gen Gov)*
Total Operating	118,554,293	123,291,398	4.0%	129,327,632	4.9%	135,661,805	4.9%	
Non-Operating Budget								
Debt service and related costs	14,284,300	14,311,948	0.2%	16,630,337	16.2%	16,936,684	1.8%	*Debt Service Schedule*
Overlay Interest Expense	60,000	60,000	0.0%	60,000	0.0%	60,000	0.0%	*Level Funded*
Rockingham County tax	5,730,000	6,000,870	4.7%	6,062,679	1.0%	6,125,125	1.0%	*Average increase from FY 22-26*
Contingency, Rolling Stock & IT equipment replacement	2,075,830	2,180,250	5.0%	2,289,263	5.0%	2,403,726	5.0%	*Trend Analysis*
Capital Outlay	1,638,000	1,560,000	-4.8%	1,638,000	5.0%	1,719,900	5.0%	*Trend Analysis*
Use of fund balance non-operating	500,000	-	-100.0%	-	N/A	-		*Supplementals and Budget process*
Other general non-operating	2,018,924	2,490,474	23.4%	2,614,998	5.0%	2,745,748	5.0%	*Average increase from FY 22-26*
Total Non-Operating	26,307,054	26,603,542	1.1%	29,295,276	10.1%	29,991,182	2.4%	
Total Operating and Non-Operating	***$144,861,347***	***$149,894,940***	***3.5%***	***$158,622,908***	***5.8%***	***$165,652,987***	***4.4%***	

ENTERPRISE FUNDS REVENUE & EXPENDITURE FORECAST

WATER FUND

	FY 25 Approved Budget	FY26 Proposed Budget	FY25-FY26 % Change	FY27 Forecast	FY27 % Change Forecast	FY28 Forecast	FY28 % Change Forecast	
Estimated Revenues								
Consumption	9,798,123	10,051,915	2.6%	10,916,380	8.6%	11,855,188	8.6%	*Consumption trend*
Other fees	2,555,480	2,609,033	2.1%	2,661,214	2.0%	2,714,438	2.0%	*Estimate of assessed fees*
Special agreements	1,194,820	1,142,172	-4.4%	1,142,172	0.0%	1,142,172	0.0%	*Current agreements*
Interest on investments	385,000	360,000	-6.5%	288,000	-20.0%	288,000	0.0%	*Expecting interest rate cuts*
Total Revenues and Other Sources	***$13,933,423***	***$14,163,120***	***1.6%***	***$15,007,765***	***6.0%***	***$15,999,798***	***6.6%***	
Expenses								
Personnel costs	4,230,257	4,680,818	10.7%	4,891,455	4.5%	5,111,570	4.5%	*Contractual agreements*
Other operating	4,650,200	4,859,675	4.5%	5,078,360	4.5%	5,306,887	4.5%	*Trend analysis*
Debt service	4,724,192	5,072,863	7.4%	6,535,306	28.8%	7,531,998	15.3%	*Debt service schedule*
Capital Outlay/Rolling Stock	330,000	392,000	18.8%	411,600	5.0%	432,180	5.0%	*Trend analysis*
Total Water Expenses	***$13,934,649***	***$15,005,356***	***7.7%***	***$16,916,721***	***12.7%***	***$18,382,635***	***8.7%***	
Change in Net Position	-$1,226	($842,236)		($1,908,956)		($2,382,837)		

SEWER FUND

	FY 25 Approved Budget	FY26 Proposed Budget	FY25-FY26 % Change	FY27 Forecast	FY27 % Change Forecast	FY28 Forecast	FY28 % Change Forecast	
Estimated Revenues								
Consumption	20,314,957	21,185,626	4.3%	22,477,949	6.1%	23,849,104	6.1%	*Consumption trends*
Other fees	540,000	495,000	-8.3%	509,850	3.0%	525,146	3.0%	*Estimate of assessed fees*
State aid grants	2,001,776	1,833,105	-8.4%	1,800,404	-1.8%	1,772,132	-1.6%	*Actual amortization*
Special agreements	8,506	8,507	0.0%	8,507	0.0%	-	-100.0%	*Current agreements*
Interest on investments	1,250,000	1,060,000	-15.2%	848,000	-20.0%	848,000	0.0%	*Expecting interest rate cuts*
Total Revenues and Other Sources	***$24,115,239***	***$24,582,238***	***1.9%***	***$25,644,710***	***4.3%***	***$26,994,382***	***5.3%***	
Expenses								
Personnel costs	4,902,215	5,489,982	12.0%	5,737,031	4.5%	5,995,198	4.5%	*Contractual agreements*
Other operating	8,703,895	9,480,647	8.9%	9,907,276	4.5%	10,353,104	4.5%	*Trend analysis*
Debt service	11,579,255	11,555,380	-0.2%	12,306,132	6.5%	13,122,907	6.6%	*Debt service schedule*
Capital Outlay/Rolling Stock	11,579,255	745,000	-93.6%	782,250	5.0%	821,363	5.0%	*Trend analysis*
Total Water Expenses	***$25,655,365***	***$27,271,009***	***6.3%***	***$28,732,689***	***5.4%***	***$30,292,571***	***5.4%***	
Change in Net Position	($1,540,126)	($2,688,771)		($3,087,979)		($3,298,189)		

City of Portsmouth

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

Governmental Funds and Enterprise Funds as Presented in the Budget Document
Fiscal Year 2026 (Note: Beginning Unassigned Fund Balances/Net Position are estimated)
(For Budgetary Purposes Only)

	Governmental Funds		Enterprise Funds		
	General Fund	Total Special Revenue Funds*	Water Fund**	Sewer Fund**	Total
Revenues		-			
Local Fees, Licenses, Permits	2,949,600	893,560	-	-	3,843,160
Other Local Sources	12,431,752	-	-	-	12,431,752
Parking Revenues	2,500,000	10,016,449	-	-	12,516,449
Interest & Penalties	2,470,000	-	-	-	2,470,000
School Revenues	7,129,764	-	-	-	7,129,764
State/Federal Revenues	3,407,894	193,803	-	-	3,601,697
Fund Transfers		2,117,201	-	-	2,117,201
Use of Reserves	3,731,519	127,500	842,236	2,688,771	7,390,026
Property Tax	115,274,411	-	-	-	115,274,411
Enterprise Fund Revenues		-	14,163,120	24,582,238	38,745,358
Total Revenues	**149,894,940**	**13,348,513**	**15,005,356**	**27,271,009**	**205,519,818**
Expenditures					
City Council	28,378	-	-	-	28,378
City Manager	693,262	-	-	-	693,262
Human Resources	3,366,737	-	-	-	3,366,737
City Clerk	332,675	-	-	-	332,675
Elections	125,309	-	-	-	125,309
Legal	1,127,444	-	-	-	1,127,444
Information Technology	1,686,476	-	-	-	1,686,476
Economic Development	175,913	-	-	-	175,913
Finance	2,911,927	-	-	-	2,911,927
General Administration	1,121,721	-	-	-	1,121,721
Planning and Sustainability	954,679	-	-	-	954,679
Inspection	900,953	-	-	-	900,953
Public Health	503,888	-	-	-	503,888
Public Works	8,141,485	12,359,498	15,005,356	27,271,009	62,777,348
Public Library	2,390,101	-	-	-	2,390,101
Recreation	1,157,661	795,212	-	-	1,952,873
Senior Services	244,585	-	-	-	244,585
Community Development	-	193,803	-	-	193,803
Public Welfare	532,583	-	-	-	532,583
Outside Social Services	250,500	-	-	-	250,500
Emergency Management	18,080	-	-	-	18,080
Police Department	14,910,638	-	-	-	14,910,638
Fire Department	12,868,512	-	-	-	12,868,512
School Department	65,915,610	-	-	-	65,915,610
Indoor Pool	200,000	-	-	-	200,000
Prescott Park	271,370	-	-	-	271,370
Community Campus	470,911	-	-	-	470,911
Collective Bargaining	1,990,000	-	-	-	1,990,000
Non-Operating	26,603,542	-	-	-	26,603,542
Total Expenditures	149,894,940	13,348,513	15,005,356	27,271,009	205,519,818
FY26 Net Increase (Decrease) in Unassigned Fund Balance/ Unrestricted Net Position	-	-	-	-	-
Estimated: Unassigned/Unrestricted Net Position					
Fund Balance - Beginning FY26	18,923,866	6,042,518	4,920,974	21,669,922	51,557,280
Estimated Use of Fund Balance:					-
Unassigned/Unrestricted Net Position	2,000,000	127,500	842,236	2,688,771	5,658,507
Fund Balance - Ending FY26	16,923,866	5,915,018	4,078,738	18,981,151	45,898,773

*Note: Special Revenue Fund Balances are Restricted/Committed not Unassigned
Special Revenue Funds include: Indoor Pool, Community Campus, Parking/Transportation, Prescott Park and Stormwater.

**Note: Enterprise Funds are displayed using the cash basis of accounting.

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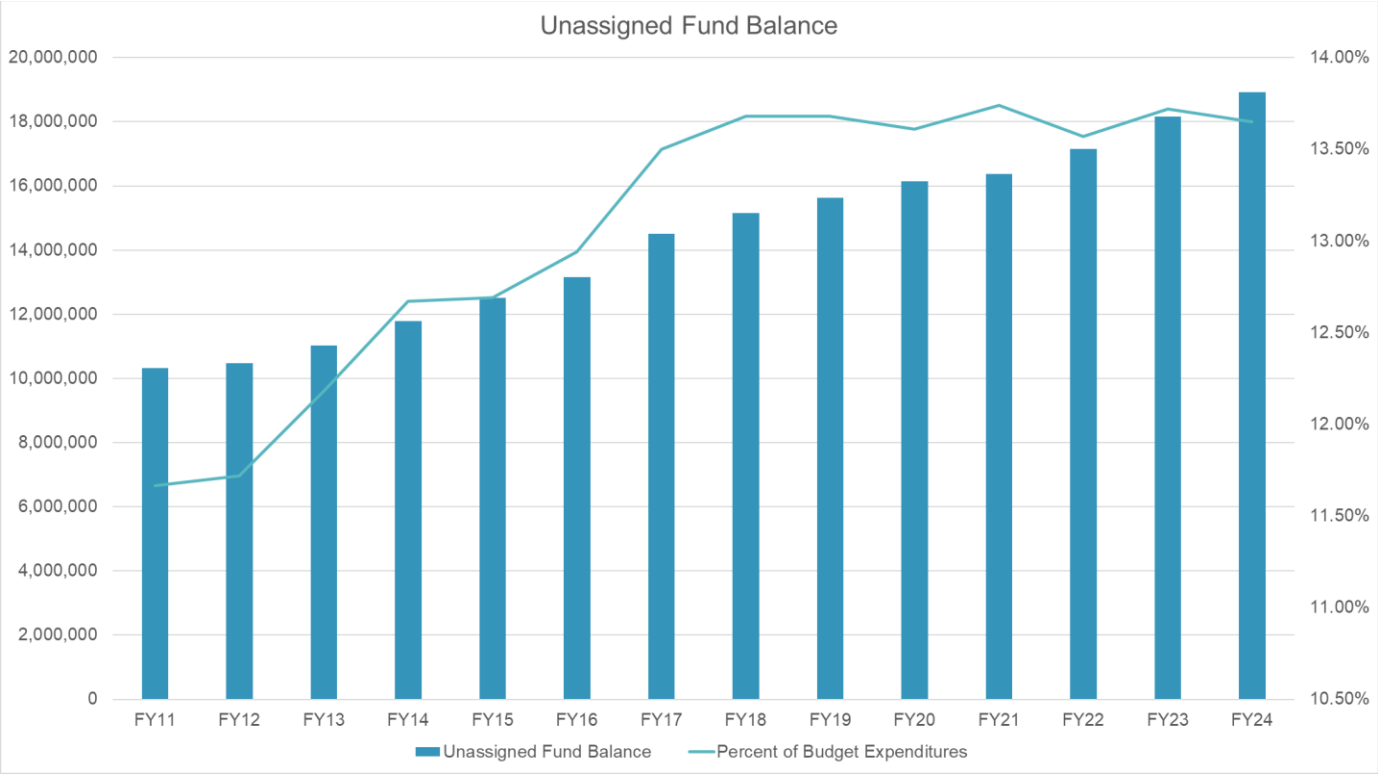
Financial Policies and Long-Term Financial Guidelines

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



UNASSIGNED FUND BALANCE ORDINANCE

In Fiscal Year 1998, the City Council adopted a Fund Balance Ordinance which was amended in 2012 to comply with the fund balance model established by Governmental Accounting Standards Board (GASB) Statement No. 54. The operational objective of the Ordinance was further amended in 2013 to recognize that the financial management goal of the City of Portsmouth is to annually maintain an Unassigned Fund Balance of between 10% and 17% of total General Fund appropriations. As of June 30, 2024, the Unassigned Fund Balance of $18,923,866 represents 13.65% of appropriations. The chart below shows the history of unassigned fund balance for the last 14 years.



BOND RATING

The City's current bond rating of AAA by Standard and Poor's Rating Group was affirmed for the 12th time as part of the June 2024 bond issue. Rating agencies weigh a host of financial, economic, debt, and managerial information and assign a rating to the issue. Higher bond ratings indicate a lower perceived risk of default. The City has taken many steps and will continue to seek improvements to maintain fiscal stability. Table 1 highlights where the City's rating is today with respect to the model, and Table 2 provides the history of the City's rating.

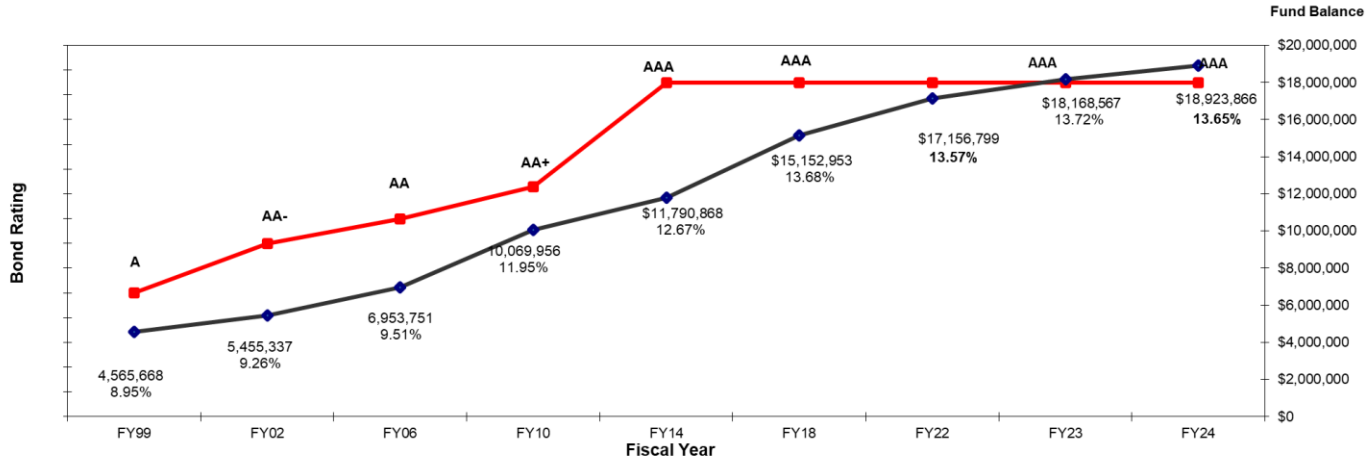
Table 1

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

Table 2

Standard & Poor's		
Year	Number of Years at Rating	City of Portsmouth
2013-2024	12	**AAA**
2009-2012	4	AA+
2005-2008	4	AA
2002-2004	3	AA-
2000-2001	2	A+
1994-1999	6	A

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



LEAVE AT TERMINATION

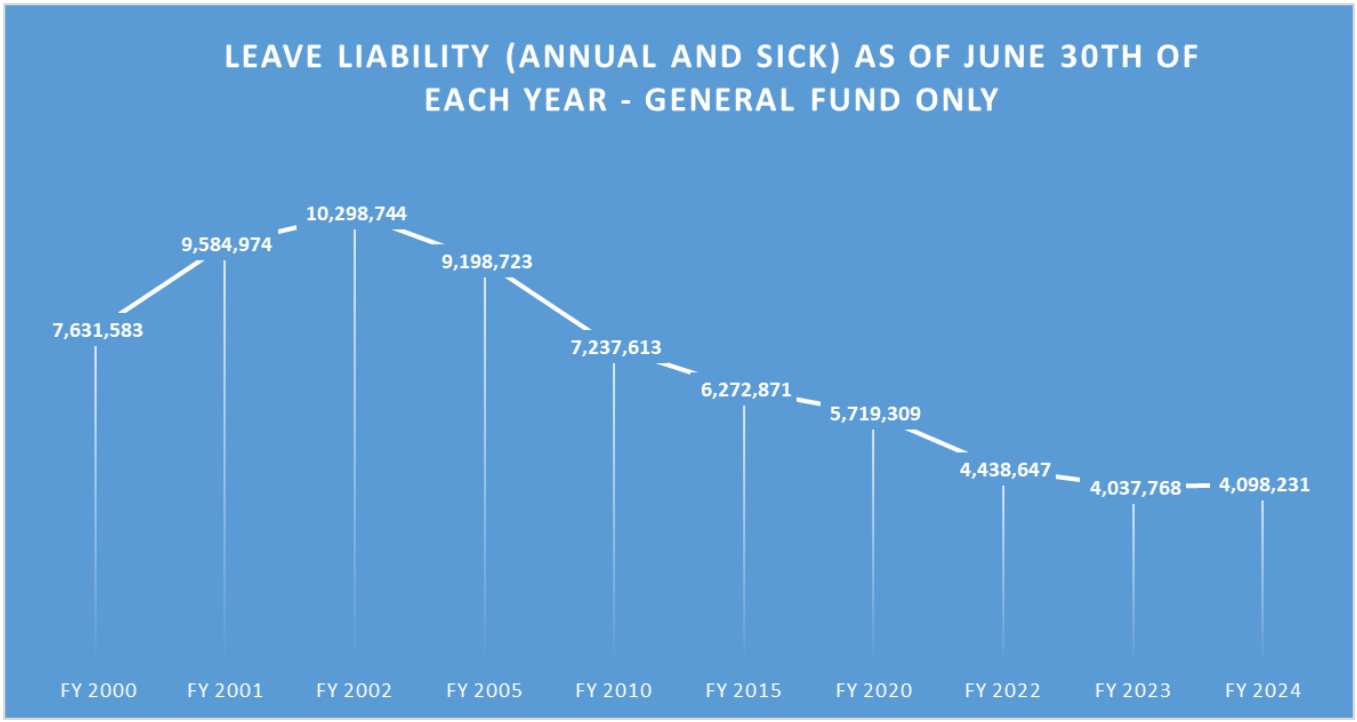
Leave at Termination is the amount owed to employees for accumulated sick and annual pay when they leave municipal services. In the mid 1990's, the trend of this liability predicted substantial future growth. The City has addressed with two methods the significant future liability.

1. *Reduce Future Liability*: The City eliminated future growth in this liability by negotiating in all labor agreements that new employees can no longer accumulate and cash-out unlimited sick leave. Thus, the liability can be capped, and it is now possible to estimate reductions of this liability through attrition.

2. *Stabilizing the General Fund Annual Operating Budget*: The Leave at Termination Reserve for the General Fund, which was created in fiscal year 1999, eliminated annual budget spikes which negatively impacted the operating budget associated with sick leave pay owed to employees upon termination. General Government, Police, Fire and School Departments annually budget a fixed amount for each fiscal year determined by an actuarial study and periodic review, which is transferred into a Leave at Termination Fund where this liability is paid. These departments build a fund balance, which is carried over from year to year to fund future liabilities, thus stabilizing the annual operating budget. In the event there is a short fall at fiscal year-end, this short fall is subsidized by Committed Fund Balance-Reserve for Leave at Termination. In the event there is a surplus at year-end, the surplus replenishes the Committed Fund Balance-Reserve for Leave at Termination.

As of June 30, 2024, total liability for earned sick payout for eligible employees and annual leave for all employees is:

- General Fund - $4.10 Million.
- Enterprise Funds - $0.598 Million.



The previous chart illustrates the leave liability for the General Fund decreasing over time. This is in direct correlation with the phasing out of employees' ability to cash-out unlimited accumulated sick leave upon termination. *[Detailed information and annual budget allocation are addressed in the Budget Highlights section of this budget document]*.

HEALTH INSURANCE STABILIZATION RESERVE

The City currently offers two health insurance plans: HealthTrust products supported by Anthem Blue Cross Blue Shield for employees in the General Government, Police, and Fire Departments and SchoolCare products supported by Cigna for School Department employees. These health care plans are negotiated with each collective bargaining unit.

The increase in premium rates has spiked both up and down over the last several years causing unpredictability.

The City has addressed this issue with the following approaches:

1. The City negotiated with all labor agreements to share in the cost of health insurance premiums. Every employee contributes a percentage of their medical plan cost. This reduces the City's liability.

2. The City created the Health Insurance Stabilization Reserve to stabilize annual budgetary spikes that often negatively impact the operating budget. Generally, the appropriation amount is determined in accordance with the average increase of Health Insurance rates provided by HealthTrust and SchoolCare over 10 years with periodic review. This rate is then added to the prior fiscal year budgetary appropriation. The Health Insurance Stabilization Reserve has been established in the General Fund from operating surplus from previous years. In the event premiums spike higher than the appropriation, the reserve subsidizes this shortfall. A policy has been established that the utilization of this reserve in any given year shall not be more than 25% of its balance.

The annual budget and allocation of costs are addressed in the Budget Highlights section of this budget document.

INVESTMENT POLICY

The City of Portsmouth recognizes an investment program as one aspect of sound public financial management. The investment program aims to match the structure of the money market and operations of the City to achieve the best possible results for the City, considering such matters as safety, liquidity, and overall yield.

In accordance with New Hampshire State Statues, the City Council adopts annually an Investment Policy pursuant to RSA 48:16, which authorizes the City Treasurer as custodian of City funds to invest funds not immediately needed for the purpose of expenditure. The statute specifically identifies eligible investments instruments as defined as follows:

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

PROPERTY VALUATION

New Hampshire State Statute RSA 75:8-a states "the assessors and/or selectmen shall reappraise all real estate within the municipality so that the assessments are at full and true value at least as often as every fifth year beginning with the first year the Commissioner of the Department of Revenue Administration reviews the municipalities assessments pursuant to RSA 21-J:3 XXVI, the assessors and or selectman shall value all real estate within the municipality so that the assessments are valued in accordance with RSA 75:1" which states " shall appraise all taxable property at its market value." Pursuant to RSA 75:8-a, the City of Portsmouth conducted a Statistical Revaluation for Fiscal Year 2025 / Tax Year 2024.

PERFORMANCE MEASURES

The FY26 Budget document includes a Performance Measures section in each departmental narrative. The departments use their respective performance measures to better communicate departmental progress and/or efficiencies achieved within the department.

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

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

ROLLING STOCK PROGRAM

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

CAPITAL IMPROVEMENT PLAN

The Capital Improvement Plan (CIP), recommended by the Planning Board and adopted by the City Council, identifies equipment, vehicles, buildings, information systems, transportation, and Enterprise Fund infrastructure needs over a six-year period. The City Council reviews these projects and annually appropriates from Governmental and Enterprise Funds, capital outlay to be combined with grants, matching funds, and other programs. All projects funded by long-term debt need separate authorization from the City Council. The following is a funding summary for the FY26 Capital Improvement Plan. [Detailed information for each project can be found in Appendix II of this document.]

Capital Improvement Plan FY 2026-2031 (FY 2026 Funding)

	General Fund	Enterprise Funds	Bond/Lease	Federal/State	Other/Revenues	PPP	FY26 Total
GOVERNMENTAL FUNDS	$1,560,000	$0	$21,505,000	$2,760,173	$1,736,678	$25,000	$27,586,851
WATER FUND	$0	$0	$11,450,000	$0	$0	$0	$11,450,000
SEWER FUND	$0	$250,000	$8,615,000	$0	$0	$0	$8,865,000
TOTAL	**$1,560,000**	**$250,000**	**$41,570,000**	**$2,760,173**	**$1,736,678**	**$25,000**	**$47,901,851**

GENERAL FUND ANNUAL CAPITAL OUTLAY

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

DEBT SERVICE PLANNING

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

1) Pay-As-You-Go Financing

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

2) Net Debt Service as Percent of General Fund Appropriations

One measurement to ensure debt costs are manageable is identifying a maximum net debt service as a percentage of total General Fund appropriation. The City policy is to use no more than 10% of annual appropriations toward net debt service payments. The FY26 proposed budget includes a projected net debt of 7.97% of the proposed General Fund appropriation. A six-year projected net long-term debt service as a Percentage of the General Fund chart and graph are located in the Debt Service section of this budget document.

3) Debt Burden

It is the policy of the City to maintain a governmental debt burden of less than 3% of the City's full valuation. The debt burden measures how leveraged the City is by calculating the amount of debt outstanding as compared to the City's full valuation. The City's governmental activities' debt burden as of June 30, 2024, per the last completed independent audit, was 1.2%.

MUNICIPAL FEE REVIEW PROCESS

To create a more efficient system for the City to adopt and adjust municipal fees, a process was adopted to review municipal fees annually. A City ordinance was enacted stating that all municipal fees shall be adopted and may be amended by resolution during the annual budget adoption process. This ordinance was amended during FY25 to allow City Council to adopt fees or fee changes at such other times as may be in the best interest of the City. Annually, all City Departments review their respective fees and propose changes where they consider it necessary to keep abreast of rising administration costs. (Fees are listed in Appendix III.) A Fee Committee consisting of two City Councilors, the City Manager and a Finance Department representative then reviews the departments' requests. The Fee Committee recommendation is presented to the City Council for approval through a resolution. The approved municipal fee list becomes law on the first day of the upcoming fiscal year.

ENTERPRISE FUND POLICIES FOR RATE SETTING

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

ANNUAL COMPREHENSIVE FINANCIAL REPORT (ACFR) CERTIFICATE OF ACHIEVEMENT

The City will seek annual renewal of the Government Finance Officers Association's Certificate of Achievement for Excellence in Financial Reporting. The Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting. The City has received thirty-one awards for the fiscal years ended June 30, 1988, 1989, and 1995 – 2023.

DISTINGUISHED BUDGET PRESENTATION AWARD

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

AWARD FOR OUTSTANDING ACHIEVEMENT IN THE POPULAR ANNUAL FINANCIAL REPORTING (PAFR)

The City will seek annual renewal of the Government Finance Officers Association's award for outstanding achievement in the Popular Annual Financial Report (PAFR). 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 popular reports. The City of Portsmouth received the GFOA's PAFR award for seven consecutive years beginning with the fiscal year ended June 30, 2017.

For additional information regarding the City's ordinances and administrative policies visit https://www.portsmouthnh.gov/cityclerk/city-ordinances

COMPLIANCE TO POLICY AND GUIDELINES

Policy/Guideline	Budget Complies to Policy/Guideline	Policy/Guideline	Budget Complies to Policy/Guideline
Unassigned Fund Balance	✓	General Fund Capital Outlay	✓
Bond Rating	✓	Debt Service Planning	✓
Leave at Termination Stabilization Fund Policy	✓	Municipal Fee Review	✓
Health Insurance Stabilization Fund Policy	✓	Enterprise Funds Rate Setting Policies	✓
Investment Policy	✓	Annual Comprehensive Financial Report Certificate of Achievement	✓
Property Valuation	✓	Distinguished Budget Presentation Award	✓
Performance Measures	✓	Award for Outstanding Achievement in the Popular Annual Financial Reporting	✓
Rolling Stock Program	✓		
Capital Improvement Plan	✓		

CITY OF PORTSMOUTH
GENERAL FUND
COMPARISON BUDGETED, ACTUAL AND ESTIMATED REVENUES
FOR FISCAL YEARS 2024-2026

	BUDGETED REVENUES FY24	ACTUAL REVENUES FY24	BUDGETED REVENUES FY25	BUDGETED REVENUES FY 26	%% CHANGE	$$ CHANGE
Local Fees, Licenses, Permits						
Other Fees	13,000	13,382	13,000	13,000	0.0%	-
Other Licenses	12,000	17,550	20,000	20,000	0.0%	-
Planning Department	175,000	175,637	180,000	180,000	0.0%	-
Inspection Department	1,295,000	2,557,207	1,500,000	1,900,000	26.7%	400,000
Police Alarms	30,000	25,725	30,000	30,000	0.0%	-
Fire Inspections	105,000	120,786	105,000	105,000	0.0%	-
Fire-Misc	-		-	-	0.0%	-
Excavation Permit	75,000	57,980	75,000	75,000	0.0%	-
Flagging Permit	10,000	22,475	20,000	20,000	0.0%	-
Solid Waste	76,000	82,664	76,000	90,000	18.4%	14,000
Blasting Permits	100	200	100	100	0.0%	-
New Driveway Permit	500	450	500	500	0.0%	-
Outdoor Pool	15,000	44,067	40,000	44,000	10.0%	4,000
Recreation Department	175,000	367,606	275,000	325,000	18.2%	50,000
Boat Ramp Fees	20,000	25,434	20,000	22,000	10.0%	2,000
Rentals-Recreation	10,000	22,495	10,000	15,000	50.0%	5,000
Food Permits	100,000	109,605	110,000	110,000	0.0%	-
Total Local Fees, Licenses and Permits	**2,111,600**	**3,643,264**	**2,474,600**	**2,949,600**	**19.2%**	**475,000**
Other Local Sources						
Timber Tax	100	83	100	100	0.0%	-
Payments in Lieu of Taxes	190,000	251,255	250,000	310,000	24.0%	60,000
Municipal Agent Fees	74,000	79,506	74,000	79,000	6.8%	5,000
Motor Vehicle Permits	5,000,000	5,564,555	5,300,000	5,600,000	5.7%	300,000
Title Applications	9,000	9,796	9,000	9,000	0.0%	-
Boat Registrations	15,000	16,586	15,000	15,000	0.0%	-
PDA Airport District	2,945,000	2,856,604	2,650,000	2,526,000	-4.7%	(124,000)
Water/Sewer Overhead	1,749,330	1,749,330	1,852,932	1,813,152	-2.1%	(39,780)
Sale of Municipal Property	6,000	44,175	6,000	6,000	0.0%	-
Misc Revenue	70,000	196,346	70,000	70,000	0.0%	-
Bond Premium	-	82,782	-	-	0.0%	-
Transfers from Other Funds	-		-	-	0.0%	-
Dog Licenses	17,000	15,445	17,000	16,000	-5.9%	(1,000)
Marriage Licenses	22,000	2,065	2,200	2,200	0.0%	-
Certificates-Birth and Death-Marriage	30,000	28,557	30,000	30,000	0.0%	-
GASB 87 Lease Interest	9,099	8,256		-	0.0%	-
Rental of City Property	50,000	204,363	100,000	130,000	30.0%	30,000
Rental City Hall Complex	21,937	21,731	-	-	0.0%	-
Cable Franchise Fee	360,000	360,000	360,000	360,000	0.0%	-
Hand Gun Permits	300	210	300	300	0.0%	-
Police Outside Detail	250,000	347,427	260,000	300,000	15.4%	40,000
Ambulance Fees-Portsmouth	920,000	1,276,831	1,050,000	1,150,000	9.5%	100,000
Welfare Dept Reimbursements	15,000	14,588	15,000	15,000	0.0%	-
Total Other Local Sources	**11,753,766**	**13,130,491**	**12,061,532**	**12,431,752**	**3.1%**	**370,220**
Interest & Penalties						
Interest on Taxes	170,000	145,957	170,000	150,000	-11.8%	(20,000)
Interest on Investments	1,400,000	2,976,173	2,319,800	2,320,000	0.0%	200
Total Interest & Penalties	**1,570,000**	**3,122,130**	**2,489,800**	**2,470,000**	**-0.8%**	**(19,800)**

CITY OF PORTSMOUTH
GENERAL FUND
COMPARISON BUDGETED, ACTUAL AND ESTIMATED REVENUES
FOR FISCAL YEARS 2024-2026

	BUDGETED REVENUES FY24	ACTUAL REVENUES FY24	BUDGETED REVENUES FY25	BUDGETED REVENUES FY 26	%% CHANGE	$$ CHANGE
School Revenues						
Tuition	6,783,400	6,887,356	6,954,600	7,119,764	2.4%	165,164
Other Sources	80,000	81,549	10,000	10,000	0.0%	-
Total School Revenues	**6,863,400**	**6,968,905**	**6,964,600**	**7,129,764**	**2.4%**	**165,164**
Parking Revenues						
Parking Meter Fees	4,310,000	4,629,494	4,400,000	5,319,280	20.9%	919,280
Parking Metered Space Rental	150,000	183,435	160,000	160,000	0.0%	-
EV Charging Stations	15,000	21,267	17,500	22,000	25.7%	4,500
Parking-Area Service Agreements	35,000	42,520	52,000	24,000	-53.8%	(28,000)
High Hanover Parking Facility Revenue	2,350,000	1,993,811	2,350,000	2,871,469	22.2%	521,469
High Hanover Parking Facility Passes	1,150,000	1,088,839	1,168,800	1,305,600	11.7%	136,800
Foundry Place Parking Facility Revenue	400,000	478,709	430,000	679,000	57.9%	249,000
Foundry Place Parking Facility Passes	450,000	530,557	523,500	747,600	42.8%	224,100
High Hanover Pass Reinstatement	750	285	750	750	0.0%	-
Foundry Place Pass Reinstatement	750	1,470	750	750	0.0%	-
Parking Sign Permits	-	100		-	0.0%	-
Parking Violations	900,000	1,377,948	1,000,000	1,380,000	38.0%	380,000
Immobilization Administration Fee	6,000	11,475	6,000	6,000	0.0%	-
Total Parking Revenues	**9,767,500**	**10,359,911**	**10,109,300**	**12,516,449**	**23.8%**	**2,407,149**
Transfer to Parking and Transportation	**(7,267,500)**	**(7,859,911)**	**(7,609,300)**	**(10,016,449)**	**31.6%**	**(2,407,149)**
General Fund Parking Revenues	**2,500,000**	**2,500,000**	**2,500,000**	**2,500,000**	**0.00%**	**-**
State Revenues						
Rooms and Meals Tax	1,900,000	2,080,659	2,080,000	2,224,421	6.9%	144,421
Highway Block Grant	441,000	433,279	441,000	442,500	0.3%	1,500
Bonded Debt-Middle School	740,973	740,974	740,973	740,973	0.0%	-
Total State Revenues	**3,081,973**	**3,254,912**	**3,261,973**	**3,407,894**	**4.5%**	**145,921**
American Rescue Plan Act (ARPA)	**-**	**-**	**2,183,054**	**-**	**0.0%**	**(2,183,054)**
Budgetary Use of Unassigned Fund Balance	**2,500,000**	**2,500,000**	**1,000,000**	**2,000,000**	**100.0%**	**1,000,000**
Supplemental Use of Unassigned Fund Balance	**1,340,000**	**1,340,000**	**-**	**-**	**0.0%**	**-**
Use of Committed Fund Balance-Bond Premium	**128,379**	**128,379**	**-**	**131,519**	**0.0%**	**131,519**
Use of Reserve for Property Appraisal	**100,000**	**100,000**	**100,000**	**100,000**	**0.0%**	**-**
Use of Reserve for Debt	**1,700,000**	**1,700,000**	**1,600,000**	**1,500,000**	**-6.3%**	**(100,000)**
Budgeted Property Tax Levy	**104,974,257**	**102,172,543**	**110,225,788**	**115,274,411**	**4.6%**	**5,048,623**
Total General Fund Revenues	**138,623,375**	**140,560,625**	**144,861,347**	**149,894,940**	**3.5%**	**5,033,593**
Add Overlay			**1,489,488**	**1,600,000**		
Add War Service Credits			**710,235**	**710,235**		
Total Property Tax Assessed			**112,425,511**	**117,584,646**	**4.6%**	**5,159,135**

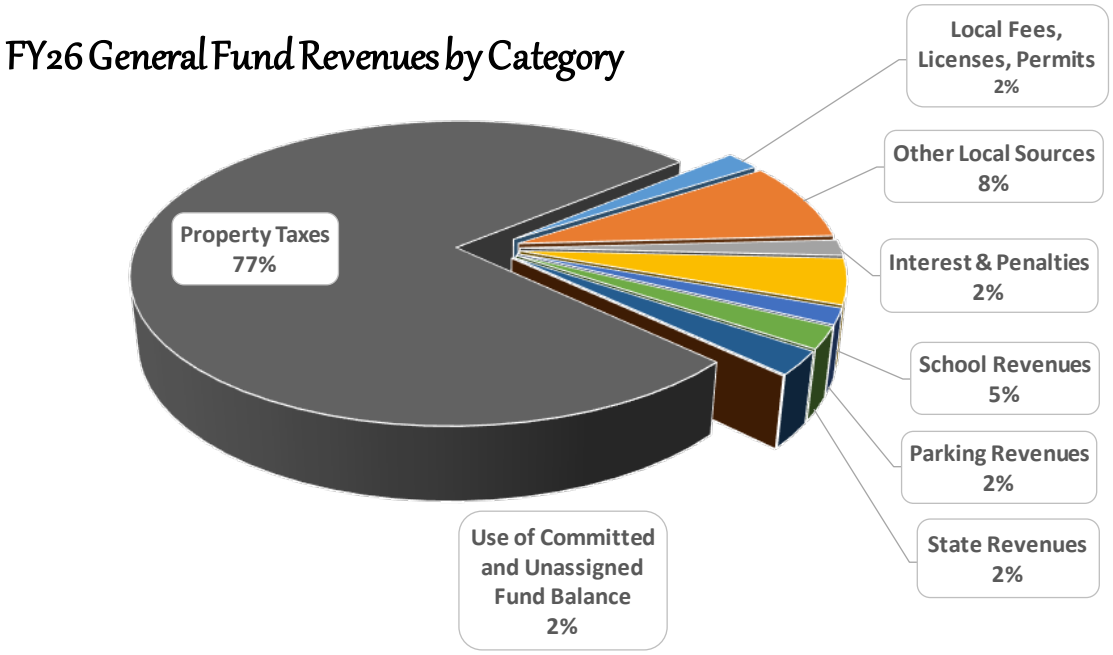
GENERAL FUND REVENUE SUMMARY

Municipal Revenues	**17,935,366**	**22,395,885**	**19,525,932**	**20,351,352**	**4.2%**	**825,420**
School Revenues	**6,863,400**	**6,968,905**	**6,964,600**	**7,129,764**	**2.4%**	**165,164**
State Revenues	**3,081,973**	**3,254,912**	**3,261,973**	**3,407,894**	**4.5%**	**145,921**
American Rescue Plan Act (ARPA)	**-**	**-**	**2,183,054**	**-**	**0.0%**	**(2,183,054)**
Use of Fund Balance	**5,768,379**	**5,768,379**	**2,700,000**	**3,731,519**	**38.2%**	**1,031,519**
Budgeted Property Tax Levy	**104,974,257**	**102,172,543**	**110,225,788**	**115,274,411**	**4.6%**	**5,048,623**

General Fund Revenue Descriptions and Trends

The City of Portsmouth divides General Fund revenue sources into categories shown in the following table, which represents the budgeted General Fund revenues by category for FY22 – FY26.

	Budget FY22	Budget FY23	Budget FY24	Budget FY25	Budget FY26	FY26 % of Total
Local Fees, Licenses, Permits	1,807,600	1,888,300	2,111,600	2,474,600	2,949,600	2%
Other Local Sources	10,927,060	11,237,714	11,753,766	12,061,532	12,431,752	8%
Interest & Penalties	320,549	871,491	1,570,000	2,489,800	2,470,000	2%
School Revenues	6,523,880	6,745,978	6,863,400	6,964,600	7,129,764	5%
Parking Revenues	2,412,305	2,412,305	2,500,000	2,500,000	2,500,000	2%
State Revenues	3,298,195	7,498,195	3,081,973	3,261,973	3,407,894	2%
Use of Committed and Unassigned Fund Balance	5,696,000	3,450,000	5,768,379	2,700,000	3,731,519	2%
American Rescue Plan Act (ARPA)	-	-	-	2,183,054	-	0%
Property Taxes	95,439,444	98,320,928	104,974,257	110,225,788	115,274,411	77%
Total Revenue	126,425,033	132,424,911	138,623,375	144,861,347	149,894,940	



Major Revenue Sources for the City are property taxes, school tuition, parking related revenues, Pease Development Authority airport district services fees, motor vehicle permits, and building inspection permits. The following includes descriptions of all General Fund revenues as well as budget to actual trends (graphed) for major revenue sources along with the methodology used to forecast the estimated revenues.

Local Fees, Licenses, Permits:

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

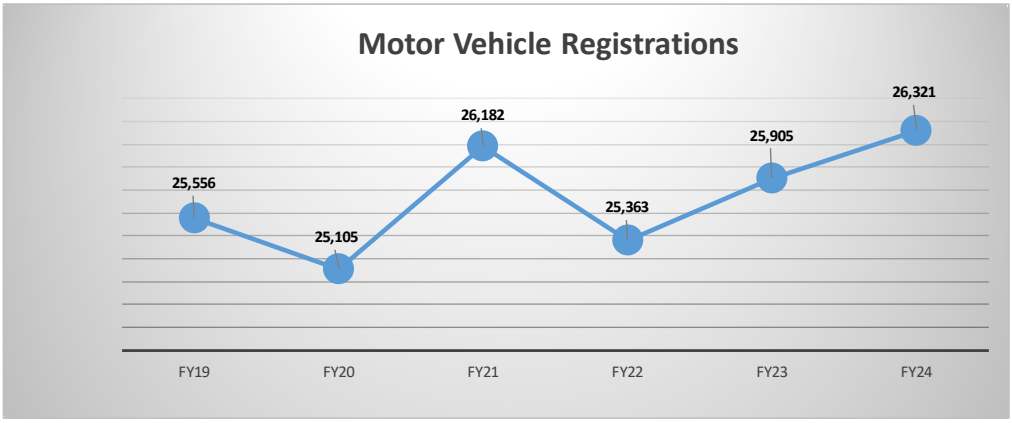
Other Local Sources:

- **Payment In Lieu of Taxes (PILOT) –** Payments made to the City by otherwise nontaxable entities; these payments help alleviate the financial impact created by the entity.

- **Motor Vehicle Permit Preparation Fees –** RSA 261:152 $2.00 Clerk fee charged for each motor vehicle registration. RSA 261:74-d $3.00 Agent fee charged for each motor vehicle registration when the state portion is completed.

- **Motor Vehicle Permits –** RSA 261:153 Registration permits for motor vehicles are based on the year and list price of the vehicle. Following are registered vehicle numbers for previous fiscal years:

Number of Registrations	
FY 2024	26,321
FY 2023	25,905
FY 2022	25,363
FY 2021	26,182
FY 2020	25,105
FY 2019	25,556

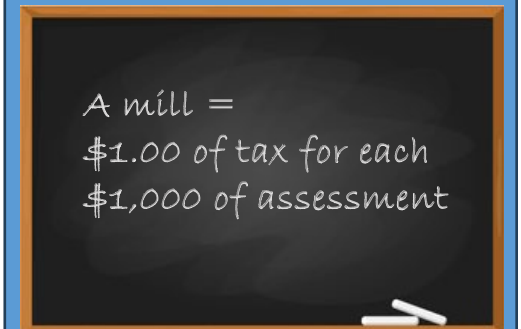


The state statute sets the motor vehicle fee as follows:

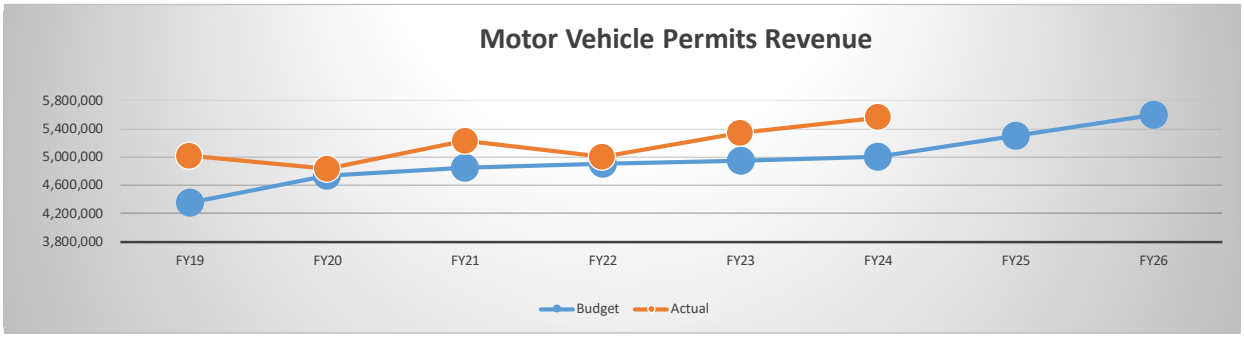
- 18 mills on each dollar of the maker's list price for current model year vehicle
- 15 mills on each dollar of the maker's list price for the first preceding model year vehicle
- 12 mills on each dollar of the maker's list price for the second preceding model year vehicle
- 9 mills on each dollar of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

What is a Mill Rate?

A mill rate is the amount of every dollar of a property or item's assessed value that is taxed.



Revenue produced is a direct product of how many vehicles are registered, the vehicle's value, and the vehicle's age. Revenue is determined using quantitative forecasting trend analysis.



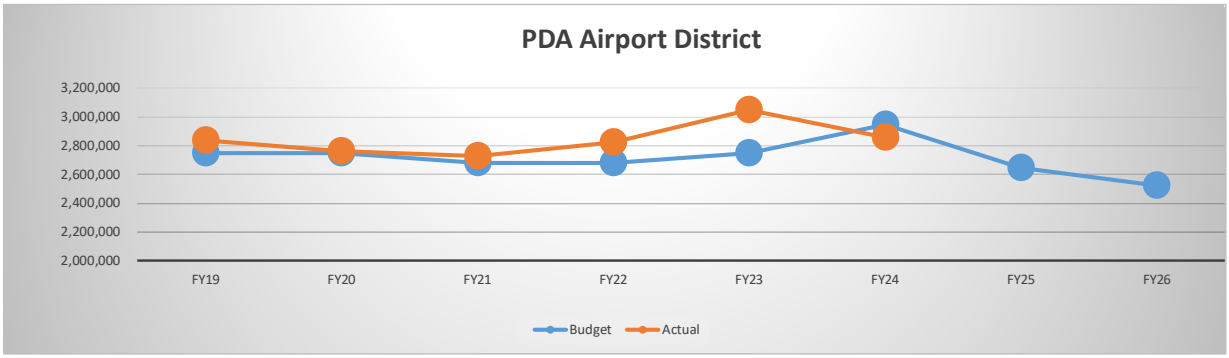
	FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26
Budget	4,350,000	4,730,000	4,850,000	4,900,000	4,950,000	5,000,000	5,300,000	5,600,000
Actual	5,018,306	4,835,658	5,226,849	5,000,874	5,345,495	5,564,555		

– **Title Applications –** RSA 261:4 For preparation, examination, record keeping and filing of application for certificate of title, the City collects $2 for each application.

– **Boat Agent and Collection Fees** – RSA 270-E $5.00 fee charged for each boat registration processed. RSA 72-A:4 $1.00 fee charged for the collection of each boat fee as set forth by RSA 72-A:3.

– **PDA Airport District** – RSA 12-G - A Municipal Service Agreement (MSA) effective July 1, 1998, allows for a service cost to be collected by the City on property within the Airport District of the Pease Development Authority (PDA). The Service Cost is an amount equal to the amount that would have been paid annually as Property Tax excluding any school tax component in respect to such property. The City Council voted on November 16, 2015, to accept a partial waiver of the Municipal Service Fee on the property occupied by the General Services Administration (GSA). The GSA will pay $0.75 per square foot versus payment based on value.

The Finance Department projects the estimated revenue in accordance with the MSA by factoring the assessed valuation of all properties located in the Airport District by the estimated tax rate less the school tax component.



	FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26
Budget	2,750,000	2,750,000	2,680,000	2,680,000	2,750,000	2,945,000	2,650,000	2,526,000
Actual	2,836,535	2,765,894	2,726,229	2,825,878	3,052,158	2,856,604		

- **Water/Sewer Overhead** – A calculation of Water/Sewer Departments usage of General Government employees and office space which is reimbursed to the General Fund from the Enterprise Funds.

- **Dog Licenses** – RSA 466 – An annual License Fee. Of each license fee: $2.00 goes to the State of New Hampshire Animal Population Fund, $0.50 goes to the State of New Hampshire General Fund, while $5.00 remains with the local municipality.

- **Marriage Licenses –** RSA 457:29 - $50 is collected for issuing a Marriage License with $43 remitted to the State and $7 remaining with the City.

- **Certificates-Birth, Death, and Marriage** – RSA 5-C:10 – The City collects a $15 fee per record in advance from individuals requesting any copy or verification of vital records. Subsequent requests are a $10 fee per record.

- **Cable Franchise Fee** – The Portsmouth Cable Franchise Agreement between the City and local cable television provider Portsmouth Public Media (PPMtv) stipulates that a 5% franchise fee will be charged to local cable television subscribers. The City Council voted on August 3, 2009, to allow any franchise fee collected over $360,000 to be directed to the Cable Television Public Access Charitable Trust. The amount directed to the trust in FY24 for FY25 was $87,000. In addition, on September 23, 2024, the City Council voted to send an additional $48,000 from FY25 Cable Franchise fee collections.

- **Handgun Permits** – RSA 159:6: Revenues received when the Chief of Police issues a Handgun Permit if the applicant is a suitable person to be licensed.

- **Police Outside Detail** – The overhead portion received from the rate charged to vendors when a police detail is used.

- **Ambulance Fees** – City Ordinance Chapter 5: Article VI Section 601 – Establishes the rate for which emergency medical services shall be charged by the Fire Department.

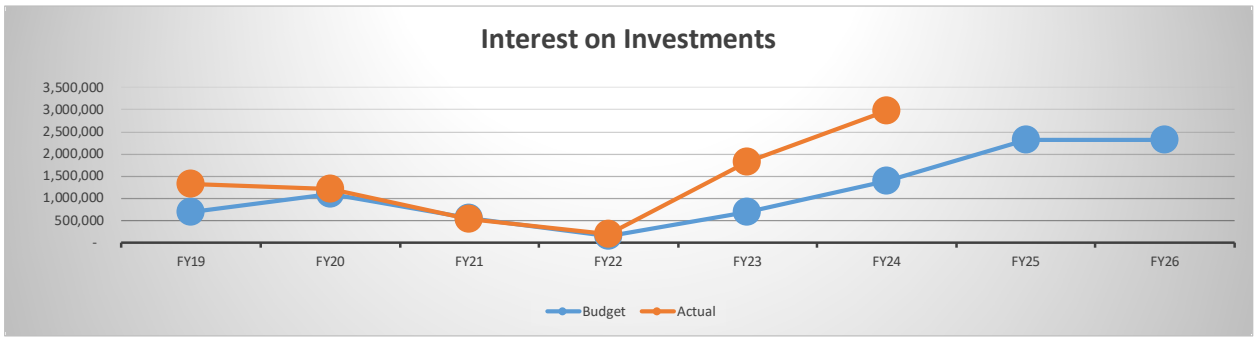
- **Welfare Dept. Reimbursements** – RSA 165 – Reimbursements come from federal or State agencies if a welfare recipient becomes eligible for retroactive Social Security or Medicaid, from liens on legal settlements and on real property, from other New Hampshire towns which may be financially responsible for the recipient, or directly from recipients if they become able to reimburse.

Interest and Penalties:

- **Interest on Taxes –** RSA 76:13 & RSA 80:69 **–** Property taxes are received semiannually. An 8% per annum interest rate is charged upon all property taxes not received by the due date. The interest rate increases to 14% per annum upon the execution of a real estate tax lien until payment is made in full.

– **Interest on Investments –** The amount of interest earned from deposits.

Research of predicted future investment interest rates along with forecasting cash balances are used to estimate interest revenue for the coming fiscal year.

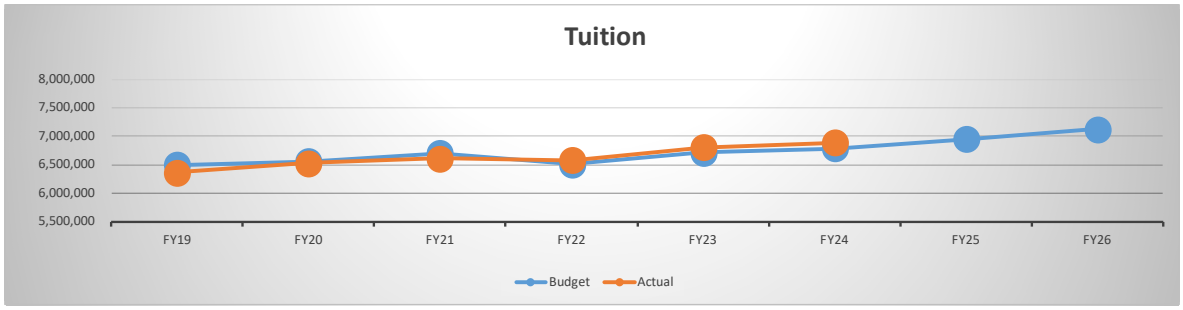


	FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26
Budget	700,000	1,100,000	550,000	150,000	700,491	1,400,000	2,319,800	2,320,000
Actual	1,336,087	1,205,712	526,494	201,845	1,812,447	2,976,173		

School Revenues:

Tuition - Tuition received from SAU 50 communities: Greenland, New Castle, Newington, and Rye. This is the City's second largest General Fund Revenue source, with property taxes being the largest. Tuition is estimated for the number of students scheduled to attend from neighboring communities. Both the amount per student to be charged to neighboring communities and the number of students to be sent to the Portsmouth schools are estimated for budgetary purposes.

Estimated revenues are determined in accordance with the Area Agreement with SAU 50. The forecasting model incorporates future tuition student population as well as estimated current fiscal year expenditures to determine the estimated tuition revenue.



	FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26
Budget	6,503,250	6,556,500	6,704,200	6,510,880	6,711,920	6,783,400	6,954,600	7,119,764
Actual	6,370,822	6,525,420	6,613,787	6,577,471	6,810,047	6,887,356		

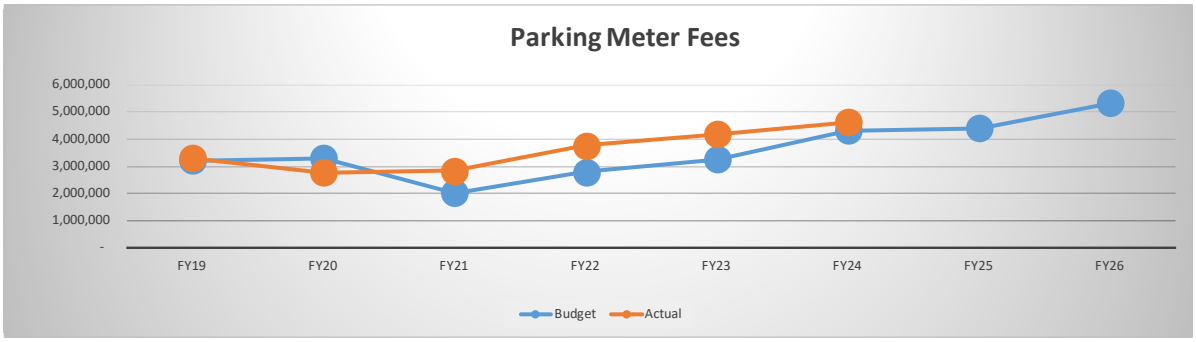
– **Other Sources** – The majority of revenue produced in Other Sources is received from rent charged to organizations for utilizing school buildings for special functions. The increase in FY24 was due to a Dental Premium Holiday issued by the insurance carrier. A premium holiday is a refund from a previous fiscal year premium payment due to cost avoidance.

Parking Revenue:

– **Parking Meter Fees** – City Ordinance Chapter 7: There are 671 metered parking spaces throughout the City. Under the Stay and Pay pricing ordinance (effective March 18, 2024), the City charges $2.00 per hour for each of the first three hours and $5.00 per hour thereafter. Payment for resident and visitor use of the City Parking inventory is enforced as follows: Monday through Saturday 9am to 8pm and Sunday from Noon to 8pm.

– **ParkMobile Smartphone App –** Residents and visitors are encouraged to take advantage of ParkMobile, a smartphone-based parking payment application. ParkMobile can be downloaded for free and is used to initiate and/or extend active parking sessions through the user's personal device. Qualified residents are eligible to receive discounted parking rates using the ParkMobile app.

Parking meter fees revenue is determined using quantitative forecasting trend analysis.

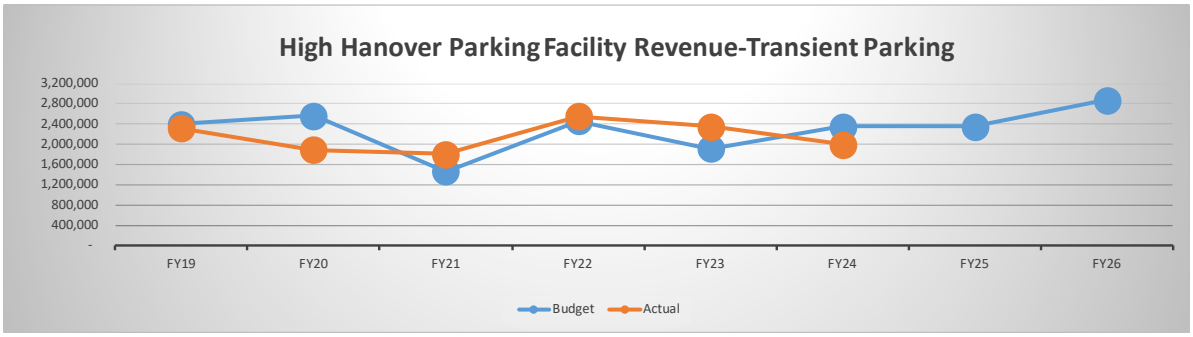


	FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26
Budget	3,200,000	3,306,000	2,029,175	2,783,750	3,250,000	4,310,000	4,400,000	5,319,280
Actual	3,300,786	2,774,217	2,824,415	3,769,231	4,189,513	4,629,494		

– **Parking Metered Space Rental –** City Ordinance Chapter 7: The Department of Public Works may issue to a contractor or person actively engaged in construction and repair work a temporary permit for exclusive use of a metered parking space for the parking of a vehicle or other equipment being used in construction or repair work ($50 per day).

- **High Hanover Parking Facility Revenue – Transient Parking**: City Ordinance Chapter 7 - Transient Parking refers to revenue from non-monthly pass (transient) customers in the High-Hanover Parking Facility. Estimated revenue has been calculated using an hourly rate of $2.00, as presented in the fee schedule in Appendix III. Qualified residents can park for $5.00 all day on Sundays. A rehabilitation project during FY23-24-25 closed 33% of spaces each year.

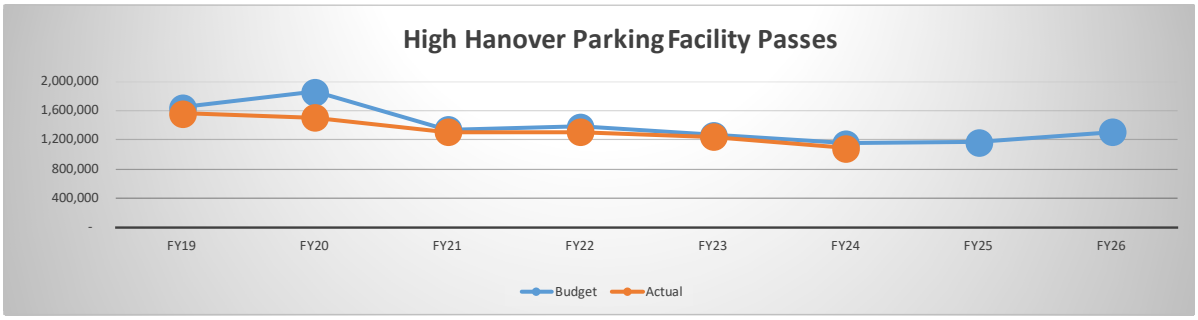
  As with Parking Meters, Parking Garage revenue is determined using quantitative forecasting trend analysis.



	FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26
Budget	2,400,000	2,561,875	1,458,701	2,456,500	1,909,000	2,350,000	2,350,000	2,871,469
Actual	2,321,821	1,885,976	1,805,836	2,549,787	2,357,141	1,993,811		

- **High Hanover Parking Facility Revenue – Monthly Passes**: City Ordinance Chapter 7 - The FY26 fee schedule (see Appendix III) proposes a change to the non-resident monthly pass rate from $275 to $300 per month, keeping the resident monthly rate at $200. As of February 2025, there were 410 monthly pass holders, 285 non-residents and 125 residents. A rehabilitation project during FY23-24-25 closed approximately 33% of spaces each year.

  High Hanover Parking Facility Pass revenue is determined using quantitative forecasting trend analysis.



	FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26
Budget	1,645,500	1,852,500	1,337,700	1,377,900	1,265,100	1,150,000	1,168,800	1,305,600
Actual	1,564,885	1,506,888	1,308,849	1,304,841	1,239,062	1,088,839		

- **Foundry Place Parking Facility Revenue – Transient Parking**: City Ordinance Chapter 7 Transient Parking refers to revenue from non-pass (transient) customers in the Foundry Place Parking Facility. FY26 rates are set at $1.00 per hour, which saw no change from FY25 (see Appendix III). Qualified residents can park for free on Sundays.

- **Foundry Place Parking Facility Revenue – Monthly Passes**: City Ordinance Chapter 7 - The FY26 fee schedule (see Appendix III) proposes a change to the monthly non-resident pass rate from $125 to $200 per month, keeping the resident rate at $100 per month. As of February 2025, there were 380 monthly pass holders, 247 non-residents and 133 residents.

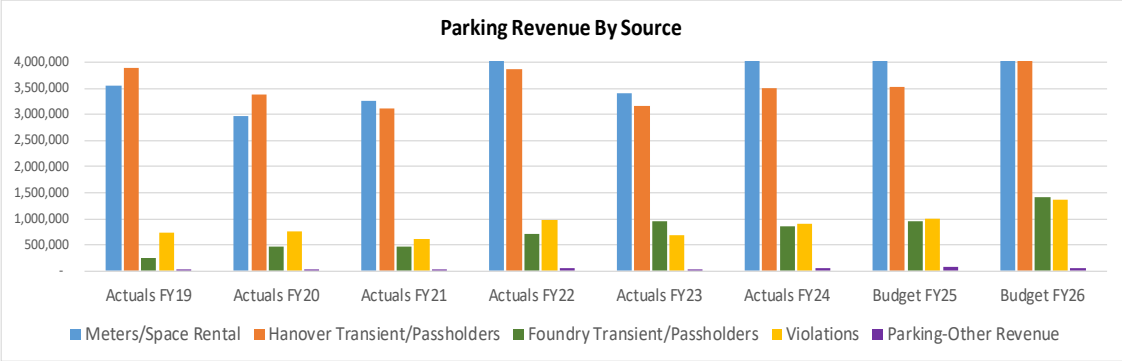
- **Pass Reinstatement Fee -** City Ordinance Chapter 7: An administration fee to re-issue passes to leaseholders that have misplaced their original card or when payment is not received by the due date

- **Parking Violations** - City Ordinance Chapter 7: Payments received from violations of parking ordinances

- **Immobilization Administration Fee** - City Ordinance Chapter 7: Reimbursement received from City expenses incurred to immobilize (boot) a vehicle

- **Transfer to Parking and Transportation Fund –** Annually, any revenue more than $2,500,000 is recorded in the Parking & Transportation Fund for operations and capital needs.

The table below depicts the total history of parking and transportation revenue by category.



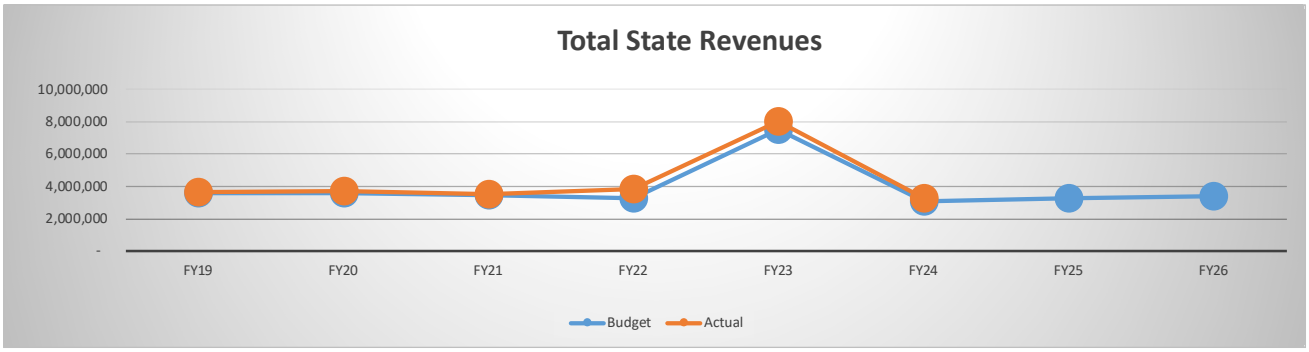
	Actuals FY19	Actuals FY20	Actuals FY21	Actuals FY22	Actuals FY23	Actuals FY24	Budget FY25	Budget FY26
Meters/Space Rental	3,552,522	2,978,042	3,249,526	4,049,846	3,405,000	4,460,000	4,560,000	5,479,280
Hanover Transient/Passholders	3,886,706	3,392,864	3,114,686	3,854,628	3,174,100	3,500,000	3,518,800	4,177,069
Foundry Transient/Passholders	256,930	472,718	475,844	721,657	953,500	850,000	953,500	1,426,600
Violations	734,233	768,952	611,556	980,874	700,000	900,000	1,000,000	1,380,000
Parking-Other Revenue	14,090	9,666	13,569	68,155	16,500	57,500	77,000	53,500
Total Parking Revenue	**8,444,481**	**7,622,242**	**7,465,181**	**9,675,160**	**8,249,100**	**9,767,500**	**10,109,300**	**12,516,449**

State Revenues:

- **Highway Block Grant** – RSA 235:23: Each fiscal year, the State Department of Transportation Commissioner allocates an amount not less than 12% of the total toll revenue and motor vehicle fees collected in the preceding fiscal year to a local highway aid fund. The fund is distributed to each community where ½ of the amount is based on the proportion which the mileage of regularly maintained class IV and V highways in each municipality bears to the total of such mileage in the state, and ½ of the amount is based on the local community's population as a percentage of the State's population.
- **School Building Aid** – RSA 198-15: The City receives aid in the amount of 55% for the High School, 40% for the Middle School, and 30% on Elementary school portions of principal payments made during the fiscal year on debt attributed to those schools. The City received Middle School Building Aid during FY25 for $740,973.
- **Rooms and Meals Tax** – RSA 78 –A:26: Disposition of revenue from the State is based on local community's population as a percentage of the state population. The RSA states disposition levels of 30% of the tax collected to communities, leaving 70% for the State. This law changed for the December 2021 disposition. The previous law was for a goal of 40% disposition to communities which was never obtained.

State of NH
Rooms and Meals Tax Distribution History

	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Rooms & Meals Tax Revenue after Adminstration and deduction to the Education Trust	$343,811,441	$360,802,560	$325,290,451	$333,812,506	$403,416,449	$435,702,556	$455,360,991
(Increase from previous FY)	5.00%	4.94%	-9.84%	2.62%	20.85%	8.00%	4.51%
Previous FY Rooms & Meals Tax Revenue	$327,428,361	$343,811,441	$360,802,560	$325,290,451	$333,812,506	$403,416,449	$435,702,556
	FY 2019	**FY 2020**	**FY 2021**	**FY 2022**	**FY 2023**	**FY 2024**	**FY 2025**
Total Amount to be Distributed	68,805,057	68,805,057	68,805,057	100,143,752	121,024,935	130,710,767	136,608,297
Adjustment to previous FY distribution						196,500	
(Increase from previous FY)	0.00%	0.00%	0.00%	45.55%	20.85%	8.17%	4.51%
Distributed by Population							
Total Population	1,342,612	1,356,265	1,359,518	1,377,529	1,388,779	1,395,231	1,402,054
Portsmouth	21,898	22,166	22,206	22,548	22,252	22,176	22,918
Portsmouth %	1.63%	1.63%	1.63%	1.64%	1.60%	1.59%	1.63%
Portmouth $ Share	1,122,057	1,124,349	1,123,683	1,639,197	1,938,850	2,080,659	2,232,998
(Per RSA 78-A:26)							
State of NH	79.99%	80.93%	78.85%	70.00%	70.00%	70.00%	70.00%
NH Communities	**20.01%**	**19.07%**	**21.15%**	**30.00%**	**30.00%**	**30.00%**	**30.00%**
Portmouth Share of Total Meals and Rooms collected	**0.33%**	**0.31%**	**0.35%**	**0.49%**	**0.48%**	**0.48%**	**0.49%**



	FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26
Budget	3,572,372	3,607,246	3,489,429	3,298,195	7,498,195	3,081,973	3,261,973	3,407,894
Actual	3,634,810	3,683,731	3,504,393	3,822,686	8,047,129	3,254,912		

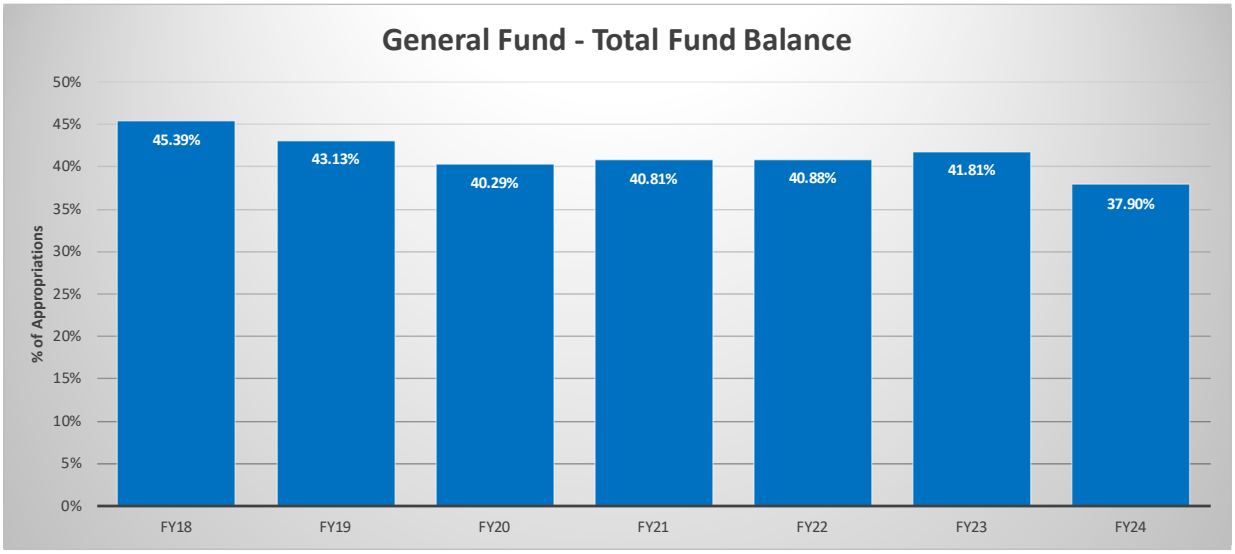
American Rescue Plan Act – State and Local Fiscal Recovery Funds (ARPA-SLFRF):

In 2021, the City was awarded a one-time allocation of $12.88 million in ARPA funds. To date, 100% of these funds have been allocated for eligible projects by current and previous City Council actions. The City obligated all funds by the deadline of December 2024, and has until December 2026 to expend 100% of the funds. As of the end of FY24, the City has expended approximately $11.2 million in ARPA funds. In FY25, the City used $2,183,054 of American Rescue Plan Act-State and Local Fiscal Recovery Funds (ARPA-SLFRF) under the Revenue Loss category.

Fund Balance:

Annually, the City utilizes Fund Balance to offset property taxes. The use of Fund Balance from Committed, Assigned, and Unassigned Fund Balance is appropriated during the budget process. Once the budget is adopted, a supplemental appropriation from Fund Balance may be made for a specific project after a public hearing and a two-thirds (2/3) majority vote by the City Council. An approved supplemental appropriation amends the adopted budget.

The following table depicts the percentage of Total Fund Balance to General Fund appropriations. The City has been able to maintain a strong Total Fund Balance for several years.



Budgetary and Supplemental Use of Committed, Assigned, and Unassigned Fund Balance

	FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26	Balance FY19-FY26
Committed									
Reserve Tax Appraisal - Budgeted	150,000	150,000	150,000	100,000	100,000	100,000	100,000	100,000	950,000
Reserve-Bond Premium - Supplemental	1,286,114								1,286,114
Reserve-Bond Premium - Budgeted						128,379		131,519	259,898
Reserve for future Debt Service - Budgeted	2,123,000	1,950,000	1,900,000	1,900,000	1,700,000	1,700,000	1,600,000	1,500,000	14,373,000
Settlement-McIntyre				500,000					500,000
Design/Engineering/Operations-McIntyre				880,000					880,000
Budgeted Use of Fund Balance		400,000			1,000,000	2,500,000	1,000,000	2,000,000	6,900,000
Use of Committed Fund Balance	**3,559,114**	**2,500,000**	**2,050,000**	**3,380,000**	**2,800,000**	**4,428,379**	**2,700,000**	**3,731,519**	**25,149,012**
Unassigned									
Community Campus Operation-Supplemental				116,000					116,000
Skateboard Park-Supplemental				2,200,000					2,200,000
McIntyre Design			150,000		150,000				300,000
Collective Bargaining - Supplemental						890,000			890,000
DSA Settlement-Supplemental					500,000				500,000
Outside Cousel						450,000			450,000
Use of Unassigned Fund Balance	**-**	**-**	**150,000**	**2,316,000**	**650,000**	**1,340,000**	**-**	**-**	**4,456,000**
Total Use of Fund Balance	**3,559,114**	**2,500,000**	**2,200,000**	**5,696,000**	**3,450,000**	**5,768,379**	**2,700,000**	**3,731,519**	**29,605,012**
							Average Use FY19-FY26 (8 Years)		**3,700,627**

Property Taxes:

- **Property Taxes** – Property taxes are Portsmouth's largest revenue source. The City levies and collects taxes according to state law. Property taxes are an ad valorem tax (Latin for according to value). There are approximately 9,117 residential and commercial properties assessed taxes within the city. The amount of property tax levied is directly related to the amount of appropriation less all other revenues estimated. Budgeted property tax revenue is estimated to be $115,274,411 in the FY26 proposed budget.

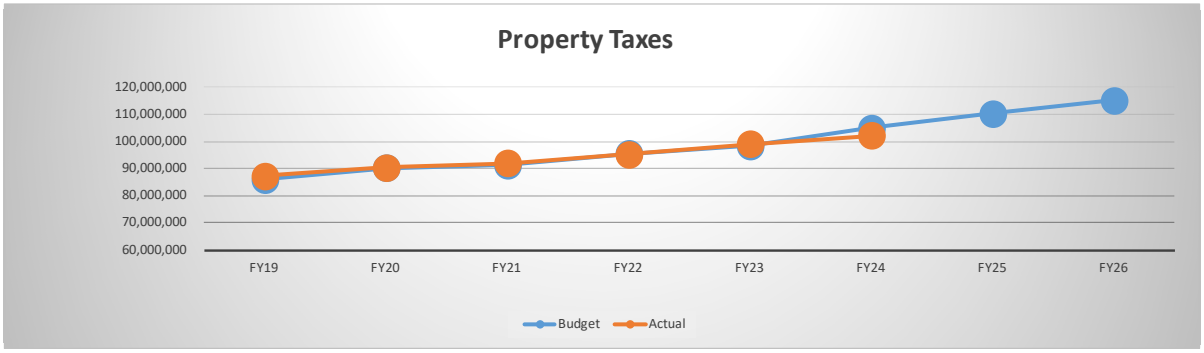
- The Tax Assessor is mandated to assess all property at its market value as of April 1 of each year making a tax year April 1 to March 31 while the Fiscal Year is July 1 to June 30. The City issues tax bills twice a year, due December 1st and June 1st.

July 1 ← **FISCAL YEAR** → June 30

Apil 1 ← **TAX YEAR** → March 31

Assessed Value	FY20	FY21	FY22	FY23	FY24	FY25
With Utilities	6,151,840,476	6,301,589,965	6,398,641,017	6,493,196,779	6,577,145,132	10,078,592,037
% change from previous FY	10.5%	2.4%	1.5%	1.5%	1.3%	53.2%
Without Utilities	5,981,852,063	6,119,299,314	6,206,197,538	6,303,308,294	6,394,367,400	9,810,510,386
% change from previous FY	11.2%	2.3%	1.4%	1.6%	1.4%	53.4%
State Equalized for Debt Limits	6,714,405,427	7,119,904,456	8,082,803,530	9,241,627,093	10,017,304,588	
% change from previous FY	10.6%	6.0%	13.5%	14.3%	8.4%	
% of County Value	11.06%	11.46%	11.40%	11.14%	11.14%	
Tax Rate						
Town Rate	7.22	6.83	7.02	7.59	7.17	4.98
Local School	4.83	5.07	5.18	5.40	6.33	4.49
State School	1.91	1.90	1.94	1.36	1.78	1.13
County	0.9	0.90	0.89	0.85	0.85	0.58
Total Rate	14.86	14.70	15.03	15.20	16.13	11.18
% change from previous FY	-6.2%	-1.1%	2.2%	1.1%	6.1%	-30.7%

Budgeted Property Tax is calculated by taking total expenditures less total other revenues.



PROPERTY TAXES

	FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26
Budget	86,017,363	90,144,978	91,213,483	95,439,444	98,320,928	104,974,257	110,225,788	115,274,411
Actual	87,267,079	90,409,634	91,963,715	95,252,785	99,102,053	102,172,543		

CITY OF PORTSMOUTH
WATER FUND
ESTIMATED AND ACTUAL REVENUES
FOR FISCAL YEARS 2024-2026

	BUDGETED REVENUES FY24	ACTUAL REVENUES FY24	BUDGETED REVENUES FY25	BUDGETED REVENUES FY26	%% CHANGE	$$ CHANGE
WATER CONSUMPTION						
MUNICIPAL	235,670	157,592	247,453	269,725	9.0%	22,272
COMMERCIAL TYPE 1	3,747,551	3,546,439	4,041,028	4,254,720	5.3%	213,692
INDUSTRIAL TYPE 1	1,531,447	1,360,824	1,733,019	1,738,991	0.3%	5,972
RESIDENTIAL TYPE 1	3,457,976	2,909,276	3,776,623	3,788,479	0.3%	11,856
TOTAL WATER CONSUMPTION	**8,972,644**	**7,974,132**	**9,798,123**	**10,051,915**	**2.6%**	**253,792**
OTHER FEES						
HYDRANT RENTAL INCOME	400,500	399,750	426,400	453,050	6.3%	26,650
METER FEES	729,402	716,147	726,413	726,687	0.0%	274
UTILITY REVENUE	265,303	100,884	278,568	303,639	9.0%	25,071
FIRE SERVICES	586,804	639,174	667,099	668,657	0.2%	1,558
JOB WORKED SERVICES	150,000	86,574	100,000	100,000	0.0%	-
BACKFLOW TESTING	121,000	125,221	125,000	125,000	0.0%	-
SERVICE CHARGES-SPECIAL	32,000	28,707	32,000	32,000	0.0%	-
CAPACITY USE SURCHARGE	140,000	97,512	140,000	140,000	0.0%	-
MISCELLANEOUS BILLING	60,000	40,745	60,000	60,000	0.0%	-
TOTAL OTHER FEES	**2,485,010**	**2,234,715**	**2,555,480**	**2,609,033**	**2.1%**	**53,553**
SPECIAL AGREEMENTS						
OTHER	-	60,052	-	-	0.0%	-
PEASE WELL CONSTRUCTION	-	28,267	-	-	0.0%	-
AF - OPERATIONS	896,882	934,531	1,152,820	1,100,172	-4.6%	(52,648)
TOTAL SPECIAL AGREEMENTS	**896,882**	**1,022,850**	**1,152,820**	**1,100,172**	**-4.6%**	**(52,648)**
OTHER FINANCING SOURCES						
INTEREST ON INVESTMENTS	270,000	465,693	385,000	360,000	-6.5%	(25,000)
BOND PREMIUM AMORTIZATION	245,204	1,055,217	245,204	298,333	21.7%	53,129
LOSS ON DISPOSAL	-	(18,463)	-	-	0.0%	-
TOTAL OTHER FINANCING SOURCES	**515,204**	**1,502,446**	**630,204**	**658,333**	**4.5%**	**28,129**
TOTAL: FULL ACCRUAL REVENUES	**12,869,740**	**12,734,143**	**14,136,627**	**14,419,453**	**2.0%**	**282,826**
CASH REQUIREMENT ADJUSTMENTS						
BOND PREMIUM AMORTIZATION	(245,204)	(1,055,217)	(245,204)	(298,333)	21.7%	(53,129)
USE OF UNRESTRICTED NET POSITION	-	-	1,226	842,236	68597.9%	841,010
SPECIAL AGREEMENT - CON EDISON	42,000	42,000	42,000	42,000	0.0%	-
TOTAL CASH REQUIREMENT ADJUSTMENTS	**(203,204)**	**(1,013,217)**	**(201,978)**	**585,903**	**-390.1%**	**787,881**
TOTAL WATER FUND	**12,666,536**	**11,720,926**	**13,934,649**	**15,005,356**	**7.7%**	**1,070,707**

Water Fund Revenue Descriptions and Trends

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

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

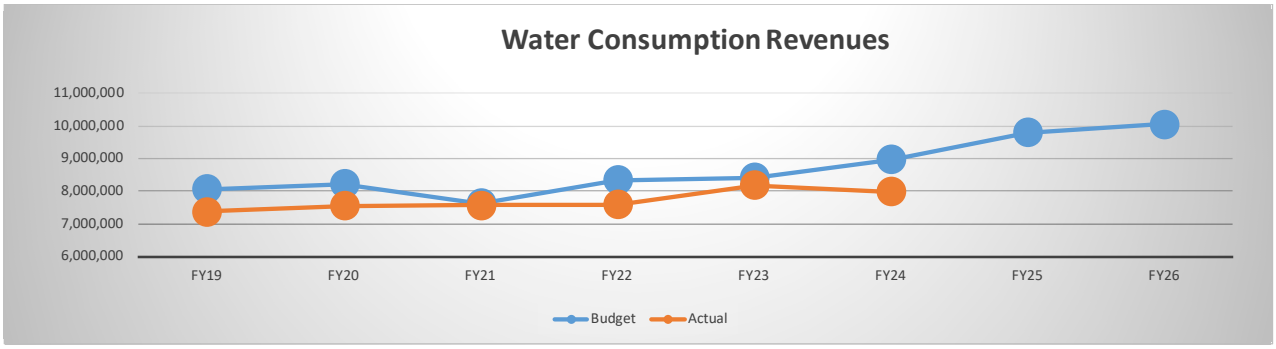
Following are descriptions of all Water Fund revenues with budget to actual trends (graphed) for major revenue sources.

Water Consumption Revenues:

- **Water Consumption Revenues –** City Ordinance Chapter 16: Revenue generated from water consumption by customers, is the primary cash flow for the division. Fluctuations in this revenue source while expected are unpredictable and difficult to budget. The Water Fund will recognize a surplus in revenues when demand is higher and a deficit when demand drops.

- Water consumption revenues are subcategorized into four customer classes: municipal, residential, commercial, and industrial. The City Council approves through a budget resolution all changes in the water rate. The following table is a history of water consumption revenues not including minimum charges.

Water consumption revenue is determined using quantitative forecasting trend analysis utilizing user rates and consumption history.



	FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26
Budget	8,069,988	8,222,671	7,638,428	8,332,074	8,417,078	8,972,644	9,798,123	10,051,915
Actual	7,373,695	7,542,824	7,569,161	7,595,058	8,174,360	7,974,432		

Other Fees:

- **Public Hydrant Fees** - Revenues generated for providing water for public fire service to all municipalities served by the Water Division. The $400 per public hydrant fee is collected from the following towns: Greenland, Madbury, New Castle, Newington, Rye, and the City of Portsmouth General Fund. There is a recommended increase in fee for FY26 to $425.

  Projections of this revenue are predictable; the only events that affect a change are the removal or installation of fire hydrants.

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

  Monthly Meter Charge Fee

5/8" Meter	$ 4.95
3/4" Meter	$ 4.95
1" Meter	$ 8.27
1 ½" Meter	$ 14.25
2" Meter	$ 22.91
3" Meter	$ 36.26
4" Meter	$ 68.74
6" Meter	$ 120.27
8" Meter	$ 168.01
10" Meter	$ 252.02

- **Utility Revenue –** Revenue generated through wholesale utility agreements with the Rye and New Castle Water Districts.

- **Private Fire Service** – City Ordinance Chapter 16: Many commercial and residential properties have a water service connection for their fire sprinkler system. The fee is based on the size of the fire service pipe entering the property. The Water Fund has increased the **anticipated revenue generated from this source based on a reassessment by the Water Rate Study which recommended that the fees for the larger services be incrementally increased over multiple years.**

- **Job Worked Services –** City Ordinance Chapter 16: Services rendered by the Water Division maintenance department for the repair or construction of services in which an identified customer will be responsible for the costs. Services billed to individual customers include repair of vehicular damage to City property, repair of water service on private property, and upgrades to existing service at property. Services are rendered on demand, thus making the revenue unpredictable from year to year. The fund has had revenues of $60,000-$200,000 over the past five years.

- **Backflow Testing Fees** – City Ordinance Chapter 16: It shall be the duty of the customer-user at any premises where backflow prevention devices are installed to have certified inspections and operational tests made at least twice per year. The Water Division will assess a fee for the inspection and testing of these devices.

- **Service Charges Fees –** City Ordinance: Revenues from charges assessed to customers for special requests. Charges include final bill request, turn-on/off water service to a property, meter testing, frozen meter charges, and returned check fee.

- **Penalty Income** – Water bills are due and payable upon presentation. Implementation of monthly billing effective FY11, combined with other collection processes, has eliminated the assessment of penalty charges. The City is forecasting no income from this source.

- **Capacity Use Surcharges** – Revenues imposed on new customers joining the City's water and sewer system to recover capital investments made by the City.

- **Miscellaneous Income –** Revenue from unexpected events considered to be unique and unlikely to occur again in the future. Events include photocopying, sale of maps, water testing for a customer, and new connection fees.

State Revenues:

- **State Grant Program –** RSA 486-A:3 Revenue received from the State of New Hampshire for funding water works projects to meet the surface water treatment rules of the EPA. The Water Fund continues to monitor opportunities to apply for grants as they become available. The City expects no revenue in FY26 from this program.

- **Household State Aid Grant Program –** The State of New Hampshire administers a Household Hazardous Waste grant program. HHW Collection Grants are awarded to eligible sponsors at a designated per capita rate for the communities served, up to half of the collection costs. The City expects no revenue in FY26 from this program.

Other Financing Sources:

- **Interest on Investments –** The amount of interest earned from deposits.

- **Budgetary Use of Unrestricted Net Position** – The budgeted use of fund balance is typically used to stabilize rate increases from year to year. The Water Division will utilize $842,236 of unrestricted net position in FY26.

CITY OF PORTSMOUTH
SEWER FUND
ESTIMATED AND ACTUAL REVENUES
FOR FISCAL YEARS 2024-2026

	BUDGETED REVENUES FY24	ACTUAL REVENUES FY24	BUDGETED REVENUES FY25	BUDGETED REVENUES FY26	%% CHANGE	$$ CHANGE
SEWER CONSUMPTION						
MUNICIPAL	220,093	268,988	231,097	298,412	29.1%	67,315
OTHER UTILITIES WATER	520,938	419,220	546,985	568,864	4.0%	21,879
COMMERCIAL TYPE 1	7,903,613	7,900,413	8,298,793	8,630,745	4.0%	331,953
INDUSTRIAL TYPE 1	3,422,973	2,877,668	3,594,122	3,737,887	4.0%	143,765
RESIDENTIAL TYPE 1	7,330,643	7,093,862	7,643,959	7,949,718	4.0%	305,759
TOTAL SEWER CONSUMPTION	**19,398,260**	**18,560,152**	**20,314,957**	**21,185,626**	**4.3%**	**870,670**
MISCELLANEOUS FEES						
JOB WORKED SERVICES	5,000	4,510	5,000	5,000	0.0%	-
SEPTAGE	150,000	187,283	225,000	225,000	0.0%	-
PERMITS	20,000	27,475	35,000	35,000	0.0%	-
CAPACITY USE SURCHARGE	275,000	194,468	275,000	225,000	-18.2%	(50,000)
MISCELLANEOUS	50,000	-	-	5,000	0.0%	5,000
TOTAL MISCELLANEOUS FEES	**500,000**	**413,736**	**540,000**	**495,000**	**-8.3%**	**(45,000)**
STATE REVENUES						
STATE AID GRANT PRINCIPAL	2,036,149	2,036,149	2,001,776	1,833,105	-8.4%	(168,671)
TOTAL STATE REVENUES	**2,036,149**	**2,036,149**	**2,001,776**	**1,833,105**	**-8.4%**	**(168,671)**
SPECIAL AGREEMENTS						
REV FROM SPECIAL AGREEMENTS	1,116	1,116	761	390	-48.8%	(371)
SAGAMORE AGREEMENTS	-	2,580	-	-	0.0%	-
TOTAL SPECIAL AGREEMENTS	**1,116**	**3,696**	**761**	**390**	**-48.8%**	**(371)**
OTHER FINANCING SOURCES						
INTEREST ON INVESTMENTS	800,000	1,347,476	1,250,000	1,060,000	-15.2%	(190,000)
BOND PREMIUM AMORTIZATION	332,469	1,446,735	342,712	427,919	24.9%	85,207
SEWER SYSTEM ARPA	-	95,000	-	-	0.0%	-
FLEET ST ARPA	-	56,307	-	-	0.0%	-
ASSETS MGMT ARPA	-	42,412	-	-	0.0%	-
MECHANIC ST ARPA	-	585,530	-	-	0.0%	-
PI RD RESILIENCY	-	310,731	-	-	0.0%	-
TOTAL OTHER FINANCING SOURCES	**1,132,469**	**3,884,190**	**1,592,712**	**1,487,919**	**-6.6%**	**(104,793)**
TOTAL: FULL ACCRUAL REVENUES	**23,067,994**	**24,897,923**	**24,450,206**	**25,002,040**	**2.3%**	**551,835**
CASH REQUIREMENT ADJUSTMENTS						
BOND PREMIUM AMORTIZATION	(332,469)	(1,446,735)	(342,469)	(427,919)	25.0%	(85,450)
USE OF UNRESTRICTED NET POSITION	1,957,125	-	1,540,126	2,688,771	74.6%	1,148,645
SPECIAL AGREEMENT- L/T ACCTS REC	7,390	-	7,745	8,117	4.8%	372
TOTAL CASH REQUIREMENT ADJUSTMENTS	**1,632,046**	**(1,446,735)**	**1,205,402**	**2,268,969**	**88.2%**	**1,063,567**
TOTAL SEWER FUND	**24,700,040**	**23,451,188**	**25,655,608**	**27,271,009**	**6.3%**	**1,615,402**

Sewer Fund Revenue Descriptions and Trends

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

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

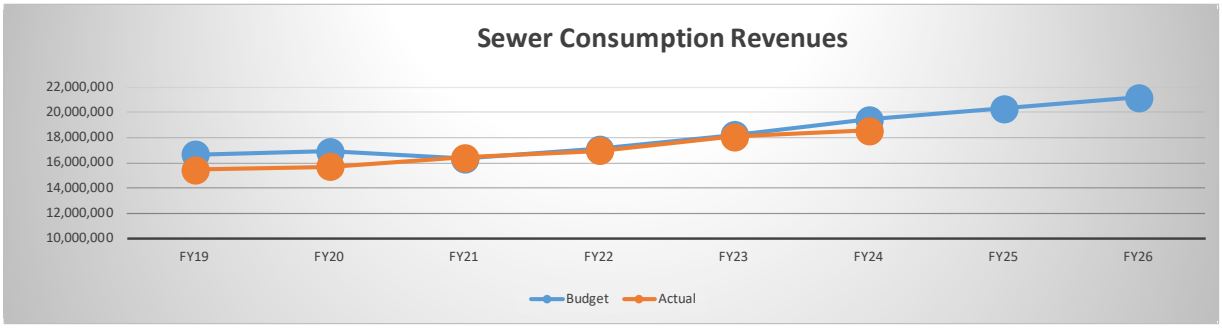
The following are descriptions of all sewer fund revenues with budget to actual trends (graphed) for major revenue sources.

Sewer Consumption Revenues:

- **Sewer Consumption Revenues** – City Ordinance Chapter 16: Revenue generated from sewer consumption by customers, which represents the primary revenue for the division. Fluctuations in this revenue source are like water in that while expected, they are unpredictable and difficult to budget. The Sewer Fund will recognize a surplus in revenues when demand is higher and a deficit when demand drops.

- Sewer consumption revenues are subcategorized into four customer classes: municipal, residential, commercial, and industrial. The City Council approves through a budget resolution all changes in the sewer rate.

Sewer consumption revenue is determined using quantitative forecasting trend analysis utilizing user rates and consumption history.



	FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26
Budget	16,633,110	16,880,687	16,335,509	17,114,440	18,197,169	19,398,260	20,314,957	21,185,626
Actual	15,439,020	15,669,870	16,432,360	16,928,563	18,060,519	18,560,152		

Miscellaneous Fees:

- **Job Worked Services –** Sewer Ordinance: Services rendered by the Sewer Division maintenance department for the repair or construction of services in which an identified customer will be responsible for the costs. Services billed to individual customers include repair of vehicular damage to City property, repair of sewer service on private property, and upgrade to existing service at property. Services are rendered on demand, thus making the revenue unpredictable from year to year.

- **Septage Charges –** Sewer Ordinance: Revenues generated from accepting sewage from non-sewer customers, such as septage haulers and recreational vehicles. The sewage requires additional handling and treatment processing costs.

- **Penalty Income** – Sewer bills are due and payable upon presentation. Implementation of monthly billing effective FY11, combined with other collection processes, has eliminated the assessment of penalty charges. The City is forecasting no income from this source.

- **Permits –** Sewer Ordinance – Revenues from charges assessed to customers for the on-going monitoring by City staff of private sewage disposal facilities and compliance to discharge limits approved by the City.

- **Capacity Use Surcharges** – Revenues imposed on new customers who are joining the City's water and sewer system to recover capital investments made by the City.

- **Miscellaneous Income –** Revenue from unexpected events considered to be unique and unlikely to occur again in the future. Events include photocopying, sale of maps, sewer testing for a customer, and new connection fees.

State Revenues:

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

Special Agreements:

- **Special Agreements** – The Sewer Fund has entered into agreements with customers whose sewer requirement necessitates sewer system improvements. The term of each agreement is based on system improvements and the financing needs of the customer. The annual revenue budget amount equals the annual payment due from all customers for the fiscal year.

Other Financing Sources:

- **Interest on Investments –** The amount of interest earned from deposits.

- **Budgetary Use of Unrestricted Net Position** – The budgeted use of fund balance is typically used to stabilize rate increases from year to year. The Sewer Division will utilize $2,688,771 of unrestricted net position in FY26.

CITY OF PORTSMOUTH
SPECIAL REVENUE FUNDS
ESTIMATED AND ACTUAL REVENUES
FOR FISCAL YEARS 2024-2026

	BUDGETED REVENUES FY24	ACTUAL REVENUES FY24	BUDGETED REVENUES FY25	BUDGETED REVENUES FY26	%% CHANGE	$$ CHANGE
Stormwater						
Transfer from General Fund	334,044	334,044	351,628	419,010	19.2%	67,382
Transfer from Sewer Fund	334,044	334,044	351,628	419,010	19.2%	67,382
Use of Reserves	135,000	135,000	392,000	127,500	-67.5%	(264,500)
						-
Total Stormwater	**803,088**	**803,088**	**1,095,256**	**965,520**	**-11.8%**	**(129,736)**
Parking and Transportation						
Portion of Total Parking Revenue	7,267,500	7,859,911	7,609,300	10,016,449	31.6%	2,407,149
Use of Reserve-BAN Premium	30,480	30,480	-	-	0.0%	-
Use of Reserve	1,595,166	7,765	1,839,474	-	-100.0%	(1,839,474)
Total Parking and Transportation	**8,893,146**	**7,898,156**	**9,448,774**	**10,016,449**	**6.0%**	**567,675**
Prescott Park						
Donations	4,000	100	4,000	2,001	-50.0%	(1,999)
Weddings	4,000	2,325	4,000	4,000	0.0%	-
Misc Revenue	-	2,500	2,500	2,500	0.0%	-
License Agreements	32,349	31,696	28,000	28,000	0.0%	-
Prescott Trust	204,000	204,000	208,100	215,900	3.7%	7,800
Marine Maintenance Trust	23,000	23,000	25,000	26,000	4.0%	1,000
Transfer from Parking/Transportation Fund	60,000	60,000	60,000	60,000	0.0%	-
Transfer from General Fund	241,537	243,653	262,930	271,370	3.2%	8,440
Total Prescott Park	**568,886**	**567,274**	**594,530**	**609,771**	**2.6%**	**15,241**
Community Development						
CDBG Entitlement	150,608	150,608	190,963	193,803	1.5%	2,840
Total Community Development	**150,608**	**150,608**	**190,963**	**193,803**	**1.5%**	**2,840**
Indoor Pool						
Indoor Pool Memberships	189,652	123,492	150,000	110,000	-26.7%	(40,000)
Swim Lessons	160,000	182,287	200,000	200,000	0.0%	-
Pool Rentals	70,000	33,560	43,000	43,000	0.0%	-
Daily Pass	12,000	17,606	12,000	12,000	0.0%	-
Merchandise /Other Revenue	2,000	2,577	2,000	2,000	0.0%	-
Transfer from General Fund	200,000	200,000	205,511	200,000	-2.7%	(5,511)
Use of Reserve				31,837	0.0%	31,837
Total Indoor Pool	**633,652**	**559,522**	**612,511**	**598,837**	**-2.2%**	**(13,674)**
Community Campus						
Rental Income/Other Revenue	413,868	446,024	436,538	458,222	5.0%	21,684
Transfer - School Department Utilities	35,000	35,000	35,000	35,000	0.0%	-
Transfer from General Fund	476,443	476,443	465,549	470,911	1.2%	5,362
Total Community Campus	**925,311**	**957,467**	**937,087**	**964,133**	**2.9%**	**27,046**
Total Special Revenue Funds	**11,974,691**	**10,936,115**	**12,879,121**	**13,348,513**	**3.6%**	**469,392**

Special Revenue Fund Revenue Descriptions and Trends

Stormwater:

- **City of Portsmouth General Fund Transfer and Sewer Fund Transfer** – Historically, Stormwater expenditures have been distributed between both the General Fund and the Sewer Fund. In FY19, the creation of a Special Revenue Fund for Stormwater related expenditures was created. Funding for the expenditures will be divided evenly by transfers from both the General Fund and Sewer Fund. Use of Reserves will be used to purchase Rolling Stock.

Parking and Transportation:

- **Parking Revenues** – A portion of total parking-related revenues is budgeted to cover expenditure for the Parking and Transportation Division of Public Works.
- **Use of Reserves** – The Hanover Parking Facility has undergone a rehabilitation project from FY23 through FY25. During this project, approximately 1/3 or 300 parking spaces were unavailable for use.

Prescott Park:

- **Donations** – Estimated donations given for the park.
- **Weddings** – Revenue collected for reserving the Park for weddings. Fees vary dependent upon wedding size.
- **License Agreements** – Amounts raised from official agreements for use of Park grounds and facilities.
- **Josie F. Prescott Trust** – The Josie F. Prescott Trust document states that the trust shall be used for the maintenance of the property.
- **Marine Maintenance Trust** – The Trust document states that expenditures may be made from the Trust corpus and income as may be required to maintain the City's piers, docks, and floats in a safe condition and in proper repair.
- **City of Portsmouth General Fund Transfer** – Historically, income from the Josie F. Prescott Trust has been insufficient to meet all funding requirements for the Park on an annual basis. As a result, some costs associated with the Park operations have been funded through the City's General Fund. With the creation of the Special Revenue Fund in FY18, these historic contributions from the General Fund will take the form of a General Fund transfer.

Community Development:

- **CDBG Entitlement** - The City's Economic and Community Development Department administers the Community Development Block Grant (CDBG) program. These funds are provided to the City annually by the U.S. Department of Housing and Urban Development (HUD) to fund projects benefiting individuals and families who earn low or moderate incomes. The amount of federal funding is determined by a national formula based on income, age of housing and population trends. The Department's General Administration line item covers the administrative costs associated with CDBG-funded programs and projects; this includes salaries and benefits for some of the City's department staff as well as other operational costs such as legal notices, office supplies, postage, and staff training. HUD does not allow general administration costs to exceed 20% of the City's annual CDBG grant.

Indoor Pool:

- **Indoor Pool Memberships –** Resident and Non-Resident annual fees to be a member of the Indoor Pool
- **Swim Lessons –** Fee paid by members and non-members for an eight-lesson session
- **Pool Rentals –** Per hour rental of the Indoor Pool facility
- **Daily Pass –** Per day pass to use the Indoor Pool facility
- **Merchandise –** Cost of goods sold at the Indoor Pool facility
- **Transfer from the General Fund –** Annual contribution for the operations of the Indoor Pool facility

Community Campus:

- **Rental Income –** Rental fee paid by non-profits to use the Community Campus facility
- **Transfer School Department Utilities –** the School Department will be transitioning its RJ Lister Academy operations to the Community Campus; this transfer will cover utilities
- **Transfer from the General Fund –** Annual contribution for the operations of the Community Campus

Debt Service

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

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

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

LONG-TERM DEBT SERVICE FORECAST MODEL

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

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

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

LONG TERM DEBT OUTSTANDING BALANCES

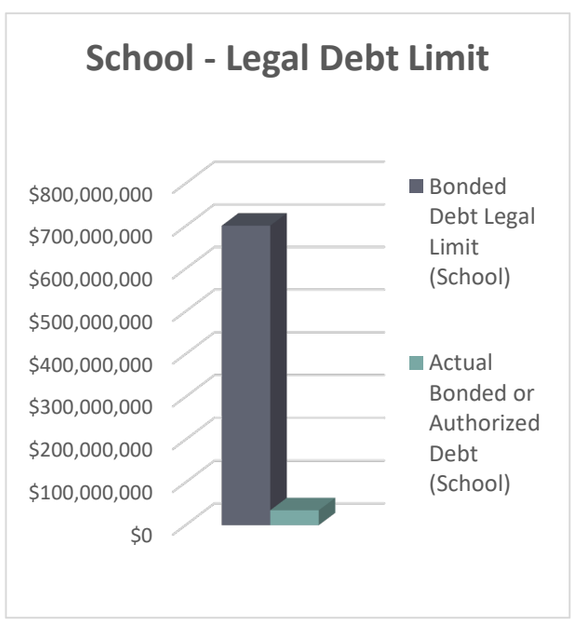
These pages display the outstanding debt balance of the General, Parking/Transportation, Debt Service, Water and Sewer Funds for the remaining years of outstanding payments. They also show the scheduled payments against these balances for those years.

CITY OF PORTSMOUTH, NEW HAMPSHIRE
Computation of Legal Debt Margin
As of June 30, 2024

Modified local assessed valuation	$	6,611,423,932
Department of Revenue Administration inventory adjustment	$	3,405,880,656
Equalized assessed valuation	$	10,017,304,588
Adjustment: RSA 31-A	$	-
Base valuation for debt limit (1)	**$**	**10,017,304,588**

		3.0% of base (General Debt)	7.0% of base (School Debt) (2)	10% of base (Water Fund) (3) (4)
Bonded debt limit -		$300,519,138	$701,211,321	$1,001,730,459
Gross bonded debt June 30		$81,130,500	$34,931,600	$32,341,500
Less:				
Landfill (5)				
Sub-total		$81,130,500	$34,931,600	$32,341,500
Authorized but unissued				
20-2017	2018 Streets & Sidewalks	500,000		
17-2018	2019 Streets, Sidewalks & Parks	3,775,000		
17-2021	Prescott Park	1,750,000		
06-2022	Police Facility	900,000		
07-2022	Community Campus	7,681,000		
19-2022	Downtown Aerial Utilities Undergroun	2,500,000		
23-2022	Fire Apparatus	800,000		
15-2023	2023 Streets, Sidewalks and Facilities	3,700,000		
17-2023	Foundry Place Parking Offices	1,250,000		
19-2020	Water Infrastructure original 3.6M			850,000
20-2021	Original 13.9M			4,300,000
16-2022	Various Water Projects			1,350,000
18-2023	Various Water Projects			4,226,500
Total Authorized unissued		$22,856,000	$0	$10,726,500
Total debt applicable to limitation		**$103,986,500**	**$34,931,600**	**$43,068,000**
% Debt used of limitation		**35%**	**5%**	**4%**
Legal Debt Margin		**$196,532,638**	**$666,279,721**	**$958,662,459**
Legal Debt Margin %		65%	95%	96%







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

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

Bond Rating					FY25	FY26	FY27	FY28	FY29	FY30	FY31
ISSUED DEBT											
		GENERAL FUND-Issued Debt									
		General Government									
AAA	06/23/15	**FY15 Improvements**	**2.10%**	**3,475,000**							
		Principal-Last Pmt FY25		10 YR	345,000						
		Interest			13,800						
AAA	06/23/15	**Library-Refunded**	**2.09%**	**3,685,000**							
		Principal-Last Pmt FY26		10 YR	320,000	315,000					
		Interest			19,000	6,300					
AAA	06/15/16	**FY16 Improvements**	**1.38%**	**6,100,000**							
		Principal-Last Pmt FY26		10 YR	610,000	610,000					
		Interest			48,800	24,400					
AAA	06/23/17	**FY17 Fire Station 3 Improvements**	**1.62%**	**610,000**							
		Principal-Last Pmt FY27		10 YR	60,000	60,000	60,000				
		Interest			7,200	4,800	2,400				
AAA	06/23/17	**FY17 Improvements**	**1.62%**	**6,850,000**							
		Principal-Last Pmt FY27		10 YR	685,000	685,000	685,000				
		Interest			82,200	54,800	27,400				
AAA	06/20/18	**FY18 Improvements (Part I)**	**2.23%**	**6,200,000**							
		Principal-Last Pmt FY28		10 YR	620,000	620,000	620,000	620,000			
		Interest			124,000	93,000	62,000	31,000			
		City Field Lighting		**600,000**							
		Bi-Annual Sidewalk Improvements		**800,000**							
		Lafayette/Andrew Jarvis Intersection		**800,000**							
		Hoover/Taft Drainage		**250,000**							
		Pleasant Street		**750,000**							
		Bi-Annual Citywide Street Paving		**3,000,000**							
AAA	06/15/16	**Fire Station 2 Replacement-Refunded**	**1.56%**	**1,713,000**							
		Principal-Last Pmt FY28		10 YR	170,000	170,000	165,000	165,000			
		Interest			20,200	13,400	6,600	3,300			
AAA	06/15/16	**Fire Station 2 Land-Refunded**	**1.56%**	**619,000**							
		Principal-Last Pmt FY28		10 YR	60,000	60,000	60,000	55,000			
		Interest			7,100	4,700	2,300	1,100			
AAA	06/15/17	**Fire Station 2 Replacement-Refunded**	**1.56%**	**708,500**							
		Principal-Last Pmt FY29		10 YR	70,000	70,000	70,000	70,000	68,500		
		Interest			13,940	11,140	8,340	5,540	2,740		
AAA	06/20/19	**FY18 Improvements (Part II)**	**2.33%**	**$3,300,000($2,802,000)**							
		Principal-Last Pmt FY29		10 YR	280,000	275,000	275,000	275,000	270,000		
		Interest			68,750	54,750	41,000	27,250	13,500		
		McDonough Street		**800,000**							
		Islington Street		**2,500,000**							
AAA	06/20/19	**FY19 Improvements (Part I)**	**2.33%**	**$2,375,000($2,018,000)**							
		Principal-Last Pmt FY29		10 YR	205,000	200,000	200,000	195,000	185,000		
		Interest			49,250	39,000	29,000	19,000	9,250		
		Fire Station 1 Renovation		**325,000**							
		Citywide Bridge Upgrades		**350,000**							
		Market St Gateway		**1,700,000**							
AAA	04/06/21	**FY18 Improvements (Part III)**	**2.33%**	**$500,000($425,600)**							
		Principal-Last Pmt FY31		10 YR	45,000	45,000	40,000	40,000	40,000	40,000	40,000
		Interest			12,400	10,600	8,800	7,000	5,200	3,400	1,600
		North Mill Pond Multi Use Path		**500,000**							
AAA	06/23/22	**FY21 Fire Apparatus**	**2.33%**	**$1,341,365($1,188,500)**							
		Principal-Last Pmt FY32		10 YR	120,000	120,000	120,000	120,000	120,000	120,000	115,000
		Interest			46,350	40,350	34,350	28,350	22,350	16,350	10,350
		Ladder #2		**1,342,080**							
AAA	06/20/24	**FY18 Improvements (Part IV)**	**2.33%**	**$450,000(412,400)**							
		Principal-Last Pmt FY34		10 YR	41,400	41,500	41,500	41,500	41,500	41,000	41,000
		Interest			20,334	18,550	16,475	14,400	12,325	10,250	8,200
		Maplewood Ave Complete Street		**450,000**							
AAA	04/06/21	**FY19 Improvements (Part II)**	**2.33%**	**$5,900,814($5,406,700)**							
		Principal-Last Pmt FY41		20 YR	275,000	275,000	275,000	275,000	275,000	275,000	270,000
		Interest			131,487	120,488	109,488	97,113	84,738	72,363	59,988
		Multi-Purpose Fields		**2,840,000**							
		City Hall Electrical Upgrades		**600,000**							
		Longmeadow Road Extension		**400,000**							
		Senior Center		**2,060,815**							

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

Bond Rating					FY25	FY26	FY27	FY28	FY29	FY30	FY31
AAA	04/06/21	**FY20 Improvements (Part I)**	**2.33%**	**$6,600,000($6,044,400)**							
		Principal-Last Pmt FY41		20 YR	315,000	310,000	310,000	310,000	305,000	305,000	305,000
		Interest			147,088	134,488	122,088	108,138	94,188	80,463	66,738
		Citywide Facility Improvements		**1,000,000**							
		Bi-Annual Sidewalk Improvements		**400,000**							
		Citywide Bridge Improvements		**1,200,000**							
		Maplewood Ave Bridge Improvements		**500,000**							
		Cate Street Connector		**1,500,000**							
		Bi-Annual Citywide Street Paving		**2,000,000**							
AAA	04/06/21	**FY 21 Improvements (Part I)**	**2.33%**	**$400,000($364,000)**							
		Principal-Last Pmt FY41		20 YR	20,000	20,000	20,000	20,000	20,000	20,000	20,000
		Interest			9,038	8,238	7,438	6,538	5,638	4,738	3,838
		Police Deficiencies and Repair Project		**400,000**							
AAA	06/23/22	**FY19 Improvements (Part III)**	**2.33%**	**$750,000($694,000)**							
		Principal-Last Pmt FY42		20 YR	35,000	35,000	35,000	35,000	35,000	35,000	35,000
		Interest			26,813	25,063	23,313	21,563	19,813	18,063	16,313
		Prescott Park Master Plan Implementation		**750,000**							
AAA	06/23/22	**FY20 Improvements (Part II)**	**2.33%**	**$750,000($694,000)**							
		Principal-Last Pmt FY42		20 YR	35,000	35,000	35,000	35,000	35,000	35,000	35,000
		Interest			26,813	25,063	23,313	21,563	19,813	18,063	16,313
		Pease Tradeport Street Rehab		**750,000**							
AAA	06/23/22	**FY21 Improvements (Part II)**	**2.33%**	**$1,640,000($1,518,500)**							
		Principal-Last Pmt FY42		20 YR	80,000	80,000	75,000	75,000	75,000	75,000	75,000
		Interest			58,343.76	54,343.76	50,343.76	46,593.76	42,843.76	39,093.76	35,343.76
		Islington Street Phase 1B		**1,640,000**							
AAA	06/23/22	**FY22 Improvements (Part I)**	**2.33%**	**$3,100,000($2,865,100)**							
		Principal-Last Pmt FY42		20 YR	155,000	150,000	150,000	145,000	145,000	145,000	145,000
		Interest			110,356	102,606	95,106	87,606	80,356	73,106	65,856
		Police Deficiencies and Repair Project		**400,000**							
		Banfield Road Pedestrian Accommodations		**500,000**							
		Willard Avenue Reconstruction		**1,200,000**							
		Union Street Reconstruction		**1,000,000**							
AAA	06/22/23	**FY22 Improvements (Part II)**	**2.33%**	**$5,550,000($5,048,250)**							
		Principal-Last Pmt FY43		20 YR	260,000	260,000	260,000	260,000	260,000	255,000	255,000
		Interest			227,200	214,200	201,200	188,200	175,200	162,200	149,450
		Citywide Sidewalks		**800,000**							
		Citywide Streets		**4,000,000**							
		Pease Tradeport Street Rehab		**750,000**							
AAA	06/22/23	**FY23 New Police Station Feasibility (Part I)**	**2.33%**	**$200,000($180,250)**							
		Principal-Last Pmt FY43		20 YR	10,000	10,000	10,000	10,000	10,000	10,000	10,000
		Interest			8,200	7,700	7,200	6,700	6,200	5,700	5,200
AAA	06/22/23	**FY23 Improvements (Part I)**	**2.33%**	**$4,205,000($3,826,000)**							
		Principal-Last Pmt FY43		20 YR	205,000	195,000	195,000	195,000	195,000	195,000	195,000
		Interest			171,500	161,250	151,500	141,750	132,000	122,250	112,500
		Police Deficiencies and Repair Project		**400,000**							
		Skateboard Park		**1,805,000**							
		City Fuel Station		**1,000,000**							
		Citywide Facility Improvements		**1,000,000**							
AAA	06/20/24	**FY19 Improvements (Part IV)**	**2.33%**	**$1,000,000($930,500)**							
		Principal-Last Pmt FY44		20 YR	47,000	46,500	46,500	46,500	46,500	46,500	46,500
		Interest			43,185	41,443	39,118	36,793	34,468	32,143	29,818
		Outdoor Pool		**1,000,000**							
AAA	06/20/24	**FY20 Improvements (Part III)**	**2.33%**	**$800,000($744,400)**							
		Principal-Last Pmt FY44		20 YR	37,400	37,500	37,500	37,500	37,500	37,500	37,500
		Interest			34,560	33,176	31,301	29,426	27,551	25,676	23,801
		Bridge Improvements		**800,000**							
AAA	06/20/24	**FY21 Improvements (Part III)**	**2.33%**	**$2,000,000($1,860,900)**							
		Principal-Last Pmt FY44		20 YR	93,500	93,400	93,000	93,000	93,000	93,000	93,000
		Interest			86,365	82,906	78,236	73,586	68,936	64,286	59,636
		Outdoor Pool		**1,000,000**							
AAA	06/20/24	**FY22 Improvements (Part III)**	**2.33%**	**$1,000,000($930,500)**							
		Principal-Last Pmt FY44		20 YR	47,000	46,500	46,500	46,500	46,500	46,500	46,500
		Interest			43,185	41,443	39,118	36,793	34,468	32,143	29,818
		Maplewood Ave Bridge Improvements		**1,000,000**							
AAA	06/20/24	**FY23 New Police Station Feasibility (Part II)**	**2.33%**	**$300,000($279,100)**							
		Principal-Last Pmt FY44		20 YR	13,600	14,000	14,000	14,000	14,000	14,000	14,000
		Interest			12,954	12,457	11,757	11,057	10,357	9,657	8,957
AAA	06/20/24	**FY23 Improvements (Part II)**	**2.33%**	**$3,883,500($3,613,200)**							
		Principal-Last Pmt FY44		20 YR	181,300	181,400	181,000	181,000	181,000	181,000	181,000
		Interest			167,713	161,010	151,940	142,890	133,840	124,790	115,740
		Outdoor Pool									
		Bartlett Street Utilities Upgrades and Streetscape Improvements									
		Skateboard Park									

GENERAL FUND

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

Bond Rating					FY25	FY26	FY27	FY28	FY29	FY30	FY31
AAA	06/20/24	**FY24 Improvements (Part I)**	**2.33%**	**$13,560,000($12,570,000)**							
		Principal-Last Pmt FY44		20 YR	634,500	635,000	635,000	634,500	634,000	634,000	634,000
		Interest			585,724	562,248	530,498	498,748	467,023	435,323	403,623
		FY24-Outdoor Pool		**1,500,000**							
		FY24-Citywide Facilities Capital Improvements		**500,000**							
		FY24-Borthwick Avenue Bike Path		**310,000**							
		FY24-Citywide Sidewalk Reconstruction Program		**800,000**							
		FY24-Street Paving, Management and Rehabilitation		**4,000,000**							
		FY24-Pease International Tradeport Roadway Rehabilitation		**3,200,000**							
		FY24-Edmond Avenue		**50,000**							
		FY24-Islington Street		**2,500,000**							
		FY24-Union Street		**700,000**							
		Total General Fund-Gen Gov Issued Debt Principal Due			6,075,700	5,695,800	4,755,000	3,994,500	3,132,500	2,603,500	2,593,500
		Total General Fund-Gen Gov Issued Debt Interest Due			2,423,846	2,163,911	1,911,621	1,691,996	1,502,796	1,350,056	1,223,081
		Total General Fund-Gen Gov Issued Debt			8,499,546	7,859,711	6,666,621	5,686,496	4,635,296	3,953,556	3,816,581
		Schools									
AAA	06/23/15	**FY15 School Field Lighting**	**2.10%**	**750,000**							
		Principal-Last Pmt FY25		10 Yr	75,000						
		Interest			3,000						
AAA	06/15/16	**FY16 School Building Improvements**	**1.37%**	**500,000**							
		Principal-Last Pmt FY26		10 Yr	50,000	50,000					
		Interest			4,000	2,000					
AAA	06/20/18	**FY18 Athletic Field Lighting**	**2.23%**	**550,000**							
		Principal-Last Pmt FY28		10 Yr	55,000	55,000	55,000	55,000			
		Interest			11,000	8,250	5,500	2,750			
AAA	06/20/19	**FY19 School Building Improvements**	**2.33%**	**$500,000($426,000)**							
		Principal-Last Pmt FY29		10 Yr	45,000	40,000	40,000	40,000	35,000		
		Interest			10,000	7,750	5,750	3,750	1,750		
AAA	04/06/21	**FY10 Middle School Renovation-Refunding**	**1.78%**	**5,773,500**							
		Principal-Last Pmt FY 30		10 YR	640,000	640,000	640,000	640,000	640,000	640,000	
		Interest			166,400	140,800	115,200	86,400	57,600	28,800.00	
AAA	12/14/21	**FY11 Middle School Renovation-Refunding**	**1.78%**	**9,430,000**							
		Principal-Last Pmt FY32		10 YR	925,000	935,000	940,000	950,000	955,000	965,000	970,000
		Interest			357,625	311,125	264,250	217,000	169,375	121,375	73,000
AAA	06/25/14	**FY14 Middle School Renovation**	**2.87%**	**3,300,000**							
		Principal-Last Pmt FY34		20 YR	165,000	165,000	165,000	165,000	165,000	165,000.00	165,000.00
		Interest			67,650	59,400	51,150	46,200	39,600	33,000	26,400
AAA	06/15/16	**FY16 Elementary Schools Renovations**	**2.14%**	**5,000,000**							
		Principal-Last Pmt FY36		20 YR	250,000	250,000	250,000	250,000	250,000	250,000	250,000
		Interest			85,000	75,000	65,000	60,000	55,000	50,000	45,000
AAA	06/23/17	**FY17 Elementary Schools Renovations**	**2.56%**	**5,000,000**							
		Principal-Last Pmt FY37		20 YR	250,000	250,000	250,000	250,000	250,000	250,000	250,000
		Interest			100,313	90,313	80,313	70,313	65,313	60,000	53,750
AAA	06/20/18	**FY18 Elementary Schools Renovations**	**2.92%**	**5,000,000**							
		Principal-Last Pmt FY38		20 YR	250,000	250,000	250,000	250,000	250,000	250,000	250,000
		Interest			129,688	117,188	104,688	92,188	79,688	72,188	64,688
AAA	06/20/19	**FY19 Elementary Schools Renovations**	**2.33%**	**$5,000,000($4,508,500)**							
		Principal-Last Pmt FY39		20 YR	225,000	225,000	225,000	225,000	225,000	225,000	225,000
		Interest			128,094	116,844	105,594	94,344	83,094	71,844	62,844
AAA	04/06/21	**FY20 Elementary Schools Renovations**	**2.33%**	**$2,000,000($1,833,000)**							
		Principal-Last Pmt FY41		20 YR	95,000	95,000	95,000	95,000	90,000	90,000	90,000
		Interest			44,500	40,700	36,900	32,625	28,350	24,300	20,250
AAA	04/06/21	**FY21 School Facilities Improvements (Part I)**	**2.33%**	**$500,000($454,800)**							
		Principal-Last Pmt FY41		20 YR	25,000	25,000	25,000	25,000	25,000	25,000	25,000
		Interest			11,300	10,300	9,300	8,175	7,050	5,925	4,800
AAA	06/23/22	**FY21 School Facilities Improvements (Part II)**	**2.33%**	**$500,000($459,800)**							
		Principal-Last Pmt FY42		20 YR	25,000	25,000	25,000	25,000	25,000	25,000	25,000
		Interest			17,875	16,625	15,375	14,125	12,875	11,625	10,375
AAA	06/23/22	**FY22 Elementary Schools Renovations**	**2.33%**	**$1,100,000($1,018,500)**							
		Principal-Last Pmt FY42		20 YR	55,000	55,000	50,000	50,000	50,000	50,000	50,000
		Interest			39,063	36,313	33,563	31,063	28,563	26,063	23,563

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

Bond Rating					FY25	FY26	FY27	FY28	FY29	FY30	FY31
AAA	06/22/23	**FY23 School Improvements**	**2.33%**	**$3,100,000($2,817,500)**							
		Principal-Last Pmt FY43		20 YR	145,000	145,000	145,000	145,000	145,000	145,000	145,000
		Interest			127,000	119,750	112,500	105,250	98,000	90,750	83,500
		FY23 School Facility Improvements		**1,600,000**							
		FY23 Elementary School Improvements		**1,500,000**							
AAA	06/20/24	**FY24 School Improvements**	**2.33%**	**$2,350,000($2,186,600)**							
		Principal-Last Pmt FY43		20 YR	109,600	110,000	110,000	110,000	109,500	109,500	109,500
		Interest			101,497	97,446	91,946	86,446	80,946	75,471	69,996
		FY24 School Facility Improvements		**550,000**							
		FY24-Fit-Up of Community Campus Space for RJLA		**1,800,000**							
				Total General Fund-School Issued Debt Principal Due	3,384,600	3,315,000	3,265,000	3,275,000	3,214,500	3,189,500	2,554,500
				Total General Fund-School Issued Debt Interest Due	1,404,003	1,249,803	1,097,028	950,628	807,203	671,340	538,165
				Total General Fund-School Issued Debt	4,788,603	4,564,803	4,362,028	4,225,628	4,021,703	3,860,840	3,092,665
				Total General Fund- Issued Debt Principal Due	9,460,300	9,010,800	8,020,000	7,269,500	6,347,000	5,793,000	5,148,000
				Total General Fund-Issued Debt Interest Due	3,827,849	3,413,714	3,008,649	2,642,624	2,309,999	2,021,396	1,761,246
				Total General Fund-Issued Debt	13,288,149	12,424,514	11,028,649	9,912,124	8,656,999	7,814,396	6,909,246
		Issued Debt Related Revenues									
GF		Use of Unused Bond Proceeds									
GF		Use of Debt Reserve			(1,600,000)	(1,500,000)	(1,400,000)	(1,400,000)	(1,300,000)	(1,300,000)	(1,200,000)
GF		School Building Aid (High School 55%)									
GF		School Building Aid on $40.8m (Middle School 40%)			(740,974)	(740,974)	(740,974)	(740,974)	(740,974)	(740,974)	(466,263)
				Total Issued Debt Related Revenues-General Fund	**(2,340,974)**	**(2,240,974)**	**(2,140,974)**	**(2,140,974)**	**(2,040,974)**	**(2,040,974)**	**(1,666,263)**
				Total Net Issued Debt-General Fund	**10,947,175**	**10,183,540**	**8,887,675**	**7,771,150**	**6,616,025**	**5,773,422**	**5,242,983**
		GENERAL FUND-Projected Future Debt									
		Bond - Coakley OU		8,900,000							
		Issued $3,605,773 FY99		(3,605,773)							
		Issued $652,330.22 FY01		(652,330)							
		Balance to Issue		4,641,897							
FY96		**Authorized 08/07/95**									
		Authorized Unissued	**Total FY96**	**4,641,897**							
		Issued Difference Budgeted vs actual			615						
10 yr 3.75%		FY18-New Franklin/Woodbury Corridor Improvements		500,000			68,750	66,875	65,000	63,125	61,250
FY18		**Authorized 07/10/17**									
		Authorized Unissued	**Total FY18**	**500,000**							
20 yr 4.00%		FY19-Prescott Park Master Plan Implementation issue $750,000 FY 22, $1,575,000 FY 22		1,575,000			146,003	142,640	139,277	135,915	132,552
20 yr 4.00%		FY19-Peverly Hill Road Improvements		2,200,000			203,940	199,243	194,546	189,849	185,152
FY19		**Authorized 08/06/18**									
		Authorized Unissued	**Total FY19**	**3,775,000**							
20 yr 4.00%		FY22-Prescott Park Master Plan Implementation		1,750,000			162,225	158,489	154,753	151,016	147,280
		Authorized 08/02/21									
		Authorized Unissued	**Total FY22**	**1,750,000**							
		FY22 Community Campus									
					BAN Principal						
		Bond		8,423,820.70	550,000						
		BAN Principal Paid FY23		(139,988.00)	BAN Interest						
		BAN Principal Paid FY24		(602,832.70)	325,536						
		BAN Principal Paid FY25		(550,000.00)							
20 yr 4.00%		Balance		7,131,000			561,044	645,819	630,594	615,370	600,145	584,920
		Authorized 04/18/22									
		Authorized Unissued	**Total FY22 Comm Cam**	**7,131,000**							

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

Bond Rating				FY25	FY26	FY27	FY28	FY29	FY30	FY31
20 yr 4.00%	FY22-New Police Department Facility		1,400,000							
	Issued $200,000 FY23		(200,000)							
	Issued $300,000 FY24		(300,000)							
	To issue June 2025		(400,000)		37,080	36,226	35,372	34,518	33,664	32,810
	Balance to Issue		500,000			46,350	45,283	44,215	43,148	42,080
	Authorized 04/04/22									
	Authorized Unissued	**Y22 New Police Facility**	**500,000**							
20 yr 4.00%	FY23-Downtown Aerial Utilities Undergrounding		2,500,000							
	To issue June 2025		(500,000)		46,350	45,283	44,215	43,148	42,080	41,013
	Balance to Issue		2,000,000			185,400	181,130	176,860	172,590	168,320
	Authorized 07/11/22									
	Authorized Unissued	**Total FY23**	**2,000,000**							
20 yr 4.00%	FY24-Police Deficiencies and Repair Project		400,000			37,080	36,226	35,372	34,518	33,664
20 yr 4.00%	FY24-Land Acquisition		500,000			46,350	45,283	44,215	43,148	42,080
20 yr 4.00%	FY24-Elwyn Park Sidewalks Traffic Calming		1,500,000		139,050	135,848	132,645	129,443	126,240	123,038
20 yr 4.00%	FY24-Sagamore Avenue Sidewalk		300,000		27,810	27,170	26,529	25,889	25,248	24,608
20 yr 4.00%	FY24-Edmond Avenue		1,050,000							
	Issue June 2024		(50,000)							
	Balance to Issue		1,000,000			92,700	90,565	88,430	86,295	84,160
	Authorized 07/10/23									
	Authorized Unissued	**Total FY24**	**3,700,000**							
5 yr 3.50%	FY25-Vehicle Replacement - Fire Engine #4		800,000		188,000	182,400	176,800	171,200	165,600	165,600
	Authorized 11/14/22									
	Authorized Unissued	**Total FY25 Fire Engine**	**800,000**							
5 yr 3.50%	FY25-Ambulance		310,000		72,850	70,680	68,510	66,340	64,170	
20 yr 4.00%	FY25-Police Deficiencies and Repair Project		400,000			37,080	36,226	35,372	34,518	33,664
20 yr 4.00%	FY25-School Facilities Capital Improvements		650,000		60,255	58,867	57,480	56,092	54,704	53,316
20 yr 4.00%	FY25-Land Acquisition		500,000			46,350	45,283	44,215	43,148	42,080
20 yr 4.00%	FY25-South Mill Pond Playground		600,000		55,620	54,339	53,058	51,777	50,496	49,215
20 yr 4.00%	FY25-Additional Outdoor Recreation Fields		3,000,000		278,100	271,695	265,290	258,885	252,480	246,075
20 yr 4.00%	FY25-Prescott Park Master Plan Implementation		4,500,000			417,150	407,543	397,935	388,328	378,720
20 yr 4.00%	FY25-Citywide Facilities Capital Improvements		850,000		78,795	76,980	75,166	73,351	71,536	69,721
20 yr 4.00%	FY25-Greenleaf Avenue Sidewalk		400,000		37,080	36,226	35,372	34,518	33,664	32,810
20 yr 4.00%	FY25-Russell/Market Intersection Upgrade		365,000			33,836	33,056	32,277	31,498	30,718
20 yr 4.00%	FY25-Fleet Street Utilities Upgrade and Streetscape		1,000,000		92,700	90,565	88,430	86,295	84,160	82,025
20 yr 4.00%	FY25-Citywide Storm Drainage Improvements		500,000		46,350	45,283	44,215	43,148	42,080	41,013
20 yr 4.00%	FY25-The Creek Neighborhood Reconstruction		500,000		46,350	45,283	44,215	43,148	42,080	41,013
	Authorized 07/15/24									
	Authorized Unissued	**Total FY25**	**13,575,000**							
20 yr 4.00%	FY26-New Police Department Facility	BI	2,800,000			259,560	253,582	247,604	241,626	235,648
20 yr 4.00%	FY26-School Facilities Capital Improvements	BI	650,000			60,255	58,867	57,480	56,092	54,704
20 yr 4.00%	FY26-Elementary Schools Upgrade	BI	3,000,000			278,100	271,695	265,290	258,885	252,480
20 yr 4.00%	FY26-Elementary Schools Playground Update	BI	500,000			46,350	45,283	44,215	43,148	42,080
20 yr 4.00%	FY26-City Hall HVAC Improvements	BI	500,000			46,350	45,283	44,215	43,148	42,080
20 yr 4.00%	FY26-Citywide Facilities Capital Improvements	BI	1,100,000			101,970	99,622	97,273	94,925	92,576
5 yr 3.50%	FY26-Financial Software Upgrade	IT	1,000,000			235,000	228,000	221,000	214,000	207,000
20 yr 4.00%	FY26-Elwyn Park Traffic Calming and Pedestrian Flow Plan	TSM	1,500,000			139,050	135,848	132,645	129,443	126,240
20 yr 4.00%	FY26-Market Square Upgrade	TSM	500,000			46,350	45,283	44,215	43,148	42,080
20 yr 4.00%	FY26-Citywide Sidewalk Reconstruction Program	TSM	800,000			74,160	72,452	70,744	69,036	67,328
20 yr 4.00%	FY26-Cate Street Bridge Replacement	TSM	415,000			38,471	37,584	36,698	35,812	34,926
20 yr 4.00%	FY26-Coakley-Borthwick Connector Roadway	TSM	1,240,000			114,948	112,301	109,653	107,006	104,358
20 yr 4.00%	FY26-Street Paving, Management, and Rehabilitation	TSM	4,000,000			370,800	362,260	353,720	345,180	336,640
20 yr 4.00%	FY26-Pease International Tradeport Roadway Rehabilitation	TSM	500,000			46,350	45,283	44,215	43,148	42,080
20 yr 4.00%	FY26-Fleet Street Utilities Upgrade and Streetscape	COM	2,000,000			185,400	181,130	176,860	172,590	168,320
20 yr 4.00%	FY26-Citywide Storm Drainage Improvements	COM	1,000,000			92,700	90,565	88,430	86,295	84,160
	Total FY26 New Bonding		**21,505,000**							

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

Bond Rating				FY25	FY26	FY27	FY28	FY29	FY30	FY31
5 yr 3.50%	FY27-Vehicle Replacement - Marine #1	VE	900,000				211,500	205,200	198,900	192,600
							BAN Interest	BAN Interest		
20 yr 4.00%	FY27-New Police Department Facility	BI	38,000,000				800,000	1,200,000	3,522,600	3,441,470
20 yr 4.00%	FY27-School Facilities Capital Improvements	BI	1,000,000				92,700	90,565	88,430	86,295
20 yr 4.00%	FY27-Elementary Schools Playground Update	BI	500,000				46,350	45,283	44,215	43,148
20 yr 4.00%	FY27-Municipal Building Audit - Implementation	BI	500,000				46,350	45,283	44,215	43,148
20 yr 4.00%	FY27-Prescott Park Existing Facilities Capital Improv	BI	2,000,000				185,400	181,130	176,860	172,590
20 yr 4.00%	FY27-Citywide Facilities Capital Improvements	BI	550,000				50,985	49,811	48,637	47,462
20 yr 4.00%	FY27-Citywide Storm Drainage Improvements	COM	500,000				46,350	45,283	44,215	43,148
20 yr 4.00%	FY27-The Creek Neighborhood Reconstruction	COM	800,000				74,160	72,452	70,744	69,036
	Total FY27 New Bonding		**44,750,000**							
5 yr 3.50%	FY28-Ambulance Replacement Program	VE	435,000					102,225	99,180	96,135
10 yr 3.75%	FY28- Fire Vehicle Replacement - Tower #5	VE	1,700,000					233,750	227,375	221,000
20 yr 4.00%	FY28-School Facilities Capital Improvements	BI	500,000					46,350	45,283	44,215
20 yr 4.00%	FY28-Elementary Schools Playground Update	BI	500,000					46,350	45,283	44,215
20 yr 4.00%	FY28-Municipal Building Audit - Implementation	BI	500,000					46,350	45,283	44,215
20 yr 4.00%	FY28-Citywide Facilities Capital Improvements	BI	550,000					50,985	49,811	48,637
10 yr 3.75%	FY28-US Route 1 New Sidepath Construction	TSM	1,000,000					137,500	133,750	130,000
20 yr 4.00%	FY28-Elwyn Park Traffic Calming and Pedestrian Flow Plan	TSM	3,000,000					412,500	401,250	390,000
20 yr 4.00%	FY28-Constitution Avenue Multi-Use Path	TSM	1,200,000					165,000	160,500	156,000
10 yr 3.75%	FY28-Market Square Upgrade	TSM	1,000,000					137,500	133,750	130,000
10 yr 3.75%	FY28-Citywide Sidewalk Reconstruction Program	TSM	800,000					110,000	107,000	104,000
20 yr 4.00%	FY28-Street Paving, Management, and Rehabilitation	TSM	4,000,000					370,800	362,260	353,720
20 yr 4.00%	FY28-Pease International Tradeport Roadway Rehabilitation	TSM	1,000,000					92,700	90,565	88,430
20 yr 4.00%	FY28-Citywide Storm Drainage Improvements	COM	500,000					46,350	45,283	44,215
	Total FY28 New Bonding		**16,685,000**							
5 yr 3.50%	FY29-Ambulance Replacement Program	VE	435,000						102,225	99,180
5 yr 3.50%	FY29- Vehicle Replacement - Fire Engine #6	VE	800,000						188,000	182,400
20 yr 4.00%	FY29-Elementary Schools Upgrade	BI	2,500,000						231,750	226,413
20 yr 4.00%	FY29-Land Acquisition	BI	500,000						46,350	45,283
20 yr 4.00%	FY29-Indoor Pool Facility Needs	BI	365,573						33,889	33,108
20 yr 4.00%	FY29- South Mill Pond Playground	BI	900,000						83,430	81,509
20 yr 4.00%	FY29-City Hall HVAC Improvements	BI	1,000,000						92,700	90,565
20 yr 4.00%	FY29-Recycling and Solid Waste Transfer Station	BI	7,500,000						695,250	679,238
20 yr 4.00%	FY29-Citywide Facilities Capital Improvements	BI	1,100,000						101,970	99,622
20 yr 4.00%	FY29-Downtown Aerial Utilities Undergrounding	BI	2,500,000						231,750	226,413
10 yr 3.75%	FY29-Hampton Branch Rail Trail (NH Seacoast Greenway)	TSM	880,000						121,000	117,700
10 yr 3.75%	FY29-Greenland Road/Middle Road Corridor Bicycle/Pedestrian Improvements	TSM	1,000,000						137,500	133,750
10 yr 3.75%	FY29-Junkins Avenue Improvements	TSM	1,100,000						151,250	147,125
10 yr 3.75%	FY29-Madison Street Roadway Improvements	TSM	500,000						68,750	66,875
20 yr 4.00%	FY29-Citywide Storm Drainage Improvements	COM	500,000						46,350	45,283
20 yr 4.00%	FY29-The Creek Neighborhood Reconstruction	COM	1,000,000						92,700	90,565
20 yr 4.00%	FY29-Lafayette Park and Monroe Street Drainage Improvements	COM	1,000,000						92,700	90,565
	Total FY29 New Bonding		**23,580,573**							
5 yr 3.50%	FY30-Ambulance Replacement Program	VE	435,000							102,225
5 yr 3.50%	FY30- Vehicle Replacement - Fire Engine #3	VE	800,000							188,000
20 yr 4.00%	FY30-School Facilities Capital Improvements	BI	3,000,000							278,100
20 yr 4.00%	FY30-Renovation of Portsmouth Career and Technical Education Center	BI	3,000,000							278,100
20 yr 4.00%	FY30-Citywide Facilities Capital Improvements	BI	550,000							50,985
10 yr 3.75%	FY30-Market Street Sidepath	TSM	400,000							55,000
20 yr 4.00%	FY30-Elwyn Park Traffic Calming and Pedestrian Flow Plan	TSM	3,000,000							278,100
20 yr 4.00%	FY30-Market Square Upgrade	TSM	1,000,000							92,700
10 yr 3.75%	FY30-Citywide Sidewalk Reconstruction Program	TSM	800,000							110,000
20 yr 4.00%	FY30-Street Paving, Management, and Rehabilitation	TSM	4,000,000							370,800
20 yr 4.00%	FY30-Pease International Tradeport Roadway Rehabilitation	TSM	1,000,000							92,700
20 yr 4.00%	FY30-Citywide Storm Drainage Improvements	COM	500,000							46,350
	Total FY30 New Bonding		**18,485,000**							

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

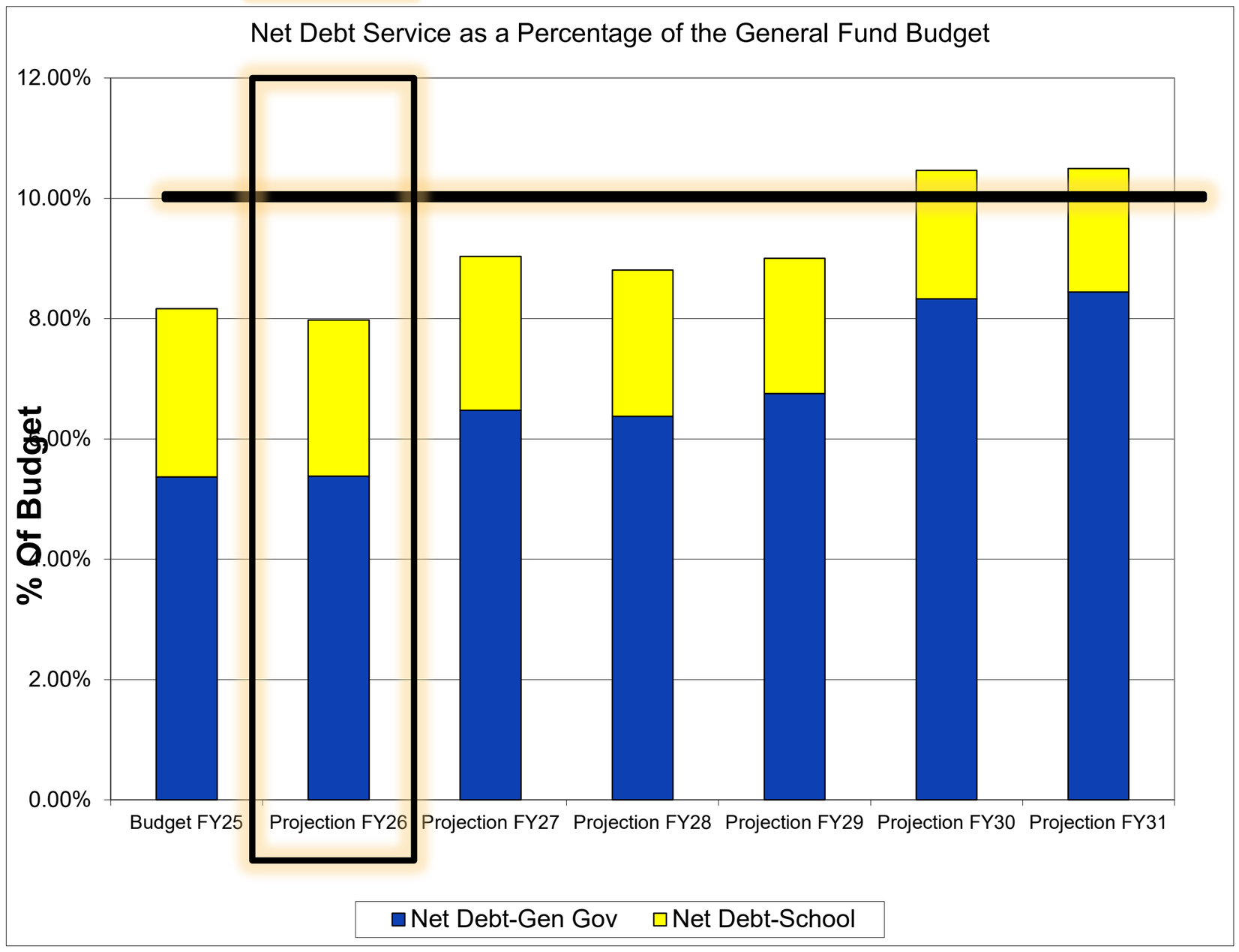
Bond Rating				FY25	FY26	FY27	FY28	FY29	FY30	FY31
5 yr 3.50%	FY31- Vehicle Replacement - Engine #1	VE	800,000							
20 yr 4.00%	FY31-Citywide Facilities Capital Improvements	BI	550,000							
20 yr 4.00%	FY31-Citywide Storm Drainage Improvements	COM	500,000							
20 yr 4.00%	FY31-The Creek Neighborhood Reconstruction	COM	1,000,000							
	Total FY31 New Bonding		**2,850,000**							
	Total Projected CIP FY 26-31		**127,855,573**							
	Total Authorized Unissued FY 18-25		**38,372,897**							
	Total Projected Debt Service		**166,228,470**							
	Total General Fund-Projected Future Debt			**876,151**	**1,767,434**	**5,481,689**	**6,904,561**	**9,153,208**	**13,791,869**	**15,333,924**
	Future Debt Related Revenues									
	Total Future Debt Related Revenues-General Fund			**-**	**-**	**-**	**-**	**-**	**-**	**-**
	Total Net Projected Future Debt-General Fund			876,151	1,767,434	5,481,689	6,904,561	9,153,208	13,791,869	15,333,924
	Total Gross Issued and Projected Debt-General Fund			**14,164,300**	**14,191,948**	**16,510,337**	**16,816,684**	**17,810,207**	**21,606,266**	**22,243,171**
	Total Debt Related Revenues Actual and Projected			**(2,340,974)**	**(2,240,974)**	**(2,140,974)**	**(2,140,974)**	**(2,040,974)**	**(2,040,974)**	**(1,666,263)**
Total Net Issued and Projected Debt-General Fund				**11,823,326**	**11,950,974**	**14,369,363**	**14,675,710**	**15,769,233**	**19,565,292**	**20,576,908**

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

City of Portsmouth

Net Debt Service as a Percentage of the General Fund Budget

	Budget FY25	Projection FY26	Projection FY27	Projection FY28	Projection FY29	Projection FY30	Projection FY31
Total Gen Fund Without Debt Service	130,697,047	135,702,992	142,583,134	149,812,099	157,407,572	165,388,136	173,773,314
Increase FY 27 and beyond:							
5.07%							
Existing Debt Service-School	4,788,603	4,564,803	4,362,028	4,225,628	4,021,703	3,860,840	3,092,665
Existing Debt Service-Gen Gov	8,499,546	7,859,711	6,666,621	5,686,496	4,635,296	3,953,556	3,816,581
Projected Debt Service-School	-	60,255	443,572	572,374	651,624	867,788	1,403,065
Projected Debt Service-Gen Gov	876,151	1,707,179	5,038,116	6,332,186	8,501,584	12,924,081	13,930,859
Total Gross Debt Service	**14,164,300**	**14,191,948**	**16,510,337**	**16,816,684**	**17,810,207**	**21,606,266**	**22,243,171**
Net Debt-School	4,047,629	3,884,084	4,064,626	4,057,028	3,932,352	3,987,654	4,029,467
Net Debt-Gen Gov	7,775,697	8,066,890	10,304,738	10,618,683	11,836,880	15,577,637	16,547,440
Total Net Debt	**11,823,326**	**11,950,974**	**14,369,363**	**14,675,710**	**15,769,233**	**19,565,292**	**20,576,908**
Total Projected General Fund Budget	144,861,347	149,894,940	159,093,471	166,628,783	175,217,779	186,994,402	196,016,485
Percentage Net Debt-School of Budget	**2.79%**	**2.59%**	**2.55%**	**2.43%**	**2.24%**	**2.13%**	**2.06%**
Percentage Net Debt-Gen Gov of Budget	**5.37%**	**5.38%**	**6.48%**	**6.37%**	**6.76%**	**8.33%**	**8.44%**
	Budget FY25	Projection FY26	Projection FY27	Projection FY28	Projection FY29	Projection FY30	Projection FY31
Total Percentage Net Debt Service of Budget:	**8.16%**	**7.97%**	**9.03%**	**8.81%**	**9.00%**	**10.46%**	**10.50%**



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

Bond Rating				FY25	FY26	FY27	FY28	FY29	FY30	FY31
	ISSUED DEBT									
	PARKING & TRANSPORTATION FUND-Issued Debt			**FY25**	**FY26**	**FY27**	**FY28**	**FY29**	**FY30**	**FY31**
AAA	**06/20/19 19 Foundry Parking Garage**	**$26,200,000($23,149,000)**								
	Principal-Last Pmt FY39	20 Yr		1,080,000	1,130,000	1,195,000	1,250,000	1,315,000	1,375,000	1,435,000
	Interest			699,813	645,813	589,313	529,563	467,063	401,313	346,313
AAA	**06/22/23 22 Hanover Parking Facility Upgrades**	**$6,300,000($5,723,500)**								
	Principal-Last Pmt FY43	20 Yr		295,000	290,000	290,000	290,000	290,000	290,000	290,000
	Interest			257,450	242,700	228,200	213,700	199,200	184,700	170,200
	Total Parking/Trans Fund Issued Debt Principal Due			1,375,000	1,420,000	1,485,000	1,540,000	1,605,000	1,665,000	1,725,000
	Total Parking/Trans Fund Issued Debt Interest Due			957,263	888,513	817,513	743,263	666,263	586,013	516,513
	Total Parking/TransFund-Issued Debt			2,332,263	2,308,513	2,302,513	2,283,263	2,271,263	2,251,013	2,241,513
	PROJECTED FUTURE DEBT:									
	Actual to Budgeted adjustment									
	PARKING/TRANSPORTATION FUND-Projected Future Debt			**FY25**	**FY26**	**FY27**	**FY28**	**FY29**	**FY30**	**FY31**
20 yr 4.00%	FY24-Foundry Place Parking Offices **Authorized 07/10/23**	1,250,000			115,875	113,206	110,538	107,869	105,200	102,531
	Total Parking/Transportation Fund-Projected Future Debt			**-**	**115,875**	**113,206**	**110,538**	**107,869**	**105,200**	**102,531**
	Future Debt Related Revenues			**FY25**	**FY26**	**FY27**	**FY28**	**FY29**	**FY30**	**FY31**
	Total Future Debt Related Revenues-Parking/Transportation Fund			-	-	-	-	-	-	-
	Total Net Projected Future Debt-Parking/Transportation Fund			-	115,875	113,206	110,538	107,869	105,200	102,531
	Total Net Issued and Projected Debt-Parking/Transportation Fund			2,332,263	2,424,388	2,415,719	2,393,800	2,379,131	2,356,213	2,344,044

PARKING and TRANSPORTATION FUND

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

Bond Rating				FY25	FY26	FY27	FY28	FY29	FY30	FY31
	ISSUED DEBT									
	DEBT SERVICE FUND-Issued Debt			**FY25**	**FY26**	**FY27**	**FY28**	**FY29**	**FY30**	**FY31**
AAA	**06/15/16 Commerce Way-Betterment**	**1.39%**	**1,524,710**							
	Principal-Last Pmt FY26			170,000	180,000					
	Interest			14,000	7,200					
	Total Debt Service Fund Issued Debt Principal Due			170,000	180,000	-	-	-	-	-
	Total Debt Service Fund Issued Debt Interest Due			14,000	7,200	-	-	-	-	-
	Total Debt Service Fund-Issued Debt			184,000	187,200	-	-	-	-	-
	Issued Debt Related Revenues									
	Properties Subject to Commerce Way Betterment Assessment			(184,000)	(187,200)					
	Total Net Issued Debt Service Fund			-	-	-	-	-	-	-

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

Bond Rating				FY25	FY26	FY27	FY28	FY29	FY30	FY31
	WATER FUND-Issued Debt									
SRF	**06/01/08 08 SRF-Madbury Treatment Plant-Design**		**2,000,000**							
	Principal-Last Pmt FY28	20 Year		100,000	100,000	100,000	100,000			
	Interest			13,952	10,464	6,976	3,488			
AAA	**06/20/18 18 Pleasant St Water Line**		**600,000**							
	Principal-Last Pmt FY28	10 Year		60,000	60,000	60,000	60,000			
	Interest			12,000	9,000	6,000	3,000			
AA+	**01/15/09 09 Madbury Treatment Plant-Refunded**		**7,921,500**							
	Principal-Last Pmt FY29	20 Year		790,000	790,000	790,000	790,000	786,500		
	Interest			157,860	126,260	94,660	63,060	31,460		
AAA	**06/20/19 19 Annual Waterline Replacement**		**$500,000($426,000)**							
	Principal-Last Pmt FY29	10 Year		45,000	40,000	40,000	40,000	35,000		
	Interest			10,000	7,750	5,750	3,750	1,750		
SRF	**02/01/12 12 SRF-Madbury Treatment Plant**		**5,000,000**							
	Principal-Last Pmt FY32	20 Year		250,000	250,000	250,000	250,000	250,000	250,000	250,000
	Interest			54,400	47,600	40,800	34,000	27,200	20,400	13,600
AAA	**06/25/14 14 Hobbs Hill Water Tank**		**3,500,000**							
	Principal-Last Pmt FY34	20 Year		175,000	175,000	175,000	175,000	175,000	175,000	175,000
	Interest			71,750	63,000	54,250	49,000	42,000	35,000	28,000
AAA	**06/23/15 15 Water Improvements**		**4,800,000**							
	Principal-Last Pmt FY35	20 Year		240,000	240,000	240,000	240,000	240,000	240,000	240,000
	Interest			86,400	76,800	69,600	62,400	55,200	48,000	40,500
AAA	**06/15/16 16 Water Improvements**		**4,100,000**							
	Principal-Last Pmt FY36	20 Year		205,000	205,000	205,000	205,000	205,000	205,000	205,000
	Interest			69,700	61,500	53,300	49,200	45,100	41,000	36,900
AAA	**06/23/17 17 Water Improvements**		**2,250,000**							
	Principal-Last Pmt FY37	20 Year		115,000	115,000	115,000	110,000	110,000	110,000	110,000
	Interest			44,738	40,138	35,538	30,938	28,738	26,400	23,650
AAA	**06/20/18 18 Water Improvements**		**2,500,000**							
	Principal-Last Pmt FY38	20 Year		125,000	125,000	125,000	125,000	125,000	125,000	125,000
	Interest			64,844	58,594	52,344	46,094	39,844	36,094	32,344
AAA	**06/20/19 19 Annual Waterline Replacement**		**$2,200,000($1,981,400)**							
	Principal-Last Pmt FY39	20 Year		100,000	100,000	100,000	100,000	100,000	100,000	100,000
	Interest			56,394	51,394	46,394	41,394	36,394	31,394	27,394
AAA	**04/06/21 20 Water System Upgrades (Part I)**		**$4,023,000($3,633,000)**							
	Principal-Last Pmt FY41	20 Year		190,000	185,000	185,000	180,000	180,000	180,000	180,000
	Interest			87,825	80,225	72,825	64,500	56,400	48,300	40,200
	Annual Waterline Replacement		**1,000,000**							
	Madbury Well #5		**750,000**							
	Water Transmission Main Replacement		**250,000**							
	Maplewood Ave Waterline		**1,200,000**							
	Pleasant St Water Mains		**823,000**							
AAA	**04/06/21 21 Water System Upgrades**		**$2,750,000($2,516,000)**							
	Principal-Last Pmt FY41	20 Year		130,000	130,000	130,000	130,000	130,000	130,000	125,000
	Interest			61,100	55,900	50,700	44,850	39,000	33,150	27,300
	New Groundwater Source		**500,000**							
	Water Transmission Main Replacement		**600,000**							
	Islington St Phase 1B		**1,650,000**							
AAA	**06/23/22 20 Water System Upgrades (Part II)**		**$600,000($552,800)**							
	Principal-Last Pmt FY42	20 Year		30,000	30,000	30,000	30,000	30,000	30,000	30,000
	Interest			21,481.26	19,981.26	18,481.26	16,981.26	15,481.26	13,981.26	12,481.26
	Reservoir Management									
AAA	**06/23/22 22 Water System Upgrades (Part I)**		**$6,600,000($6,106,600)**							
	Principal-Last Pmt FY42	20 Year		315,000	315,000	315,000	310,000	305,000	305,000	305,000
	Interest			235,381	219,631	203,881	188,131	172,631	157,381	142,131
	Annual Waterline Replacement		**1,000,000**							
	Islington Street Phase 2		**2,300,000**							
	Willard Avenue Reconstruction		**1,800,000**							
	Union Street Reconstruction		**1,500,000**							
AAA	**06/20/24 22 Water System Upgrades (Part II)**		**$3,000,000($2,791,500)**							
	Principal-Last Pmt FY44	20 Year		140,000	140,000	140,000	139,500	139,500	139,500	139,500
	Interest			129,555	124,379	117,379	110,379	103,404	96,429	89,454
	FY22-Water Transmission Main Replacement		**3,000,000**							
AAA	**06/20/24 23 Water System Upgrades (Part I)**		**$800,000($770,500)**							
	Principal-Last Pmt FY54	30 Year		26,000	26,000	26,000	26,000	26,000	26,000	26,000
	Interest			34,155	33,336	32,036	30,736	29,436	28,136	26,836
	FY23-Bartlett Street Utilities Upgrades and Streetscape		**800,000**							
AAA	**06/20/24 24 Water System Upgrades (Part I)**		**$5,050,000($4,867,500)**							
	Principal-Last Pmt FY54	30 Year		162,300	162,200	163,000	164,000	165,000	160,500	160,500
	Interest			215,597	210,518	202,408	194,258	186,058	177,808	169,783

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

Bond Rating			FY25	FY26	FY27	FY28	FY29	FY30	FY31
	FY24-Annual Waterline Replacement	**1,000,000**							
	FY24-Greenland Well PFAS Treatment	**2,500,000**							
	FY24-Islington 2c	**850,000**							
	FY24-Union St	**700,000**							
	Total Water Fund Issued Debt Principal Due		3,198,300	3,188,200	3,189,000	3,174,500	3,002,000	2,176,000	2,171,000
	Total Water Fund Issued Debt Interest Due		1,427,131	1,296,470	1,163,322	1,036,159	910,096	793,474	710,574
	Total Water Fund-Issued Debt		4,625,431	4,484,670	4,352,322	4,210,659	3,912,096	2,969,474	2,881,574
	WATER FUND-Projected Future Debt								
	Issued/Refunded Difference Budgeted vs actual		99,060						
	Assisstting Customers with Galvanized Service Line Replacement								
	30 yr 2.536%	3,500,000							
	Authorized 02/03/25								
	less Principal Forgiveness (71%)	(2,485,000)							
Estimated	Customer Contribution	(290,000)							
	Total SRF	**725,000**							54,979
20 yr 4.00%	FY21-Water Storage Tanks Painting	850,000			78,795	76,980	75,166	73,351	71,536
FY 21	**Authorized 12/07/20**								
	Total FY 21 New Bonding	**850,000**							
	FY22-Water Transmission Main Replacement	7,300,000							
20 yr 4.00%	Bonded FY24	(3,000,000)							
20 yr 4.00%	Balance	4,300,000	398,610	389,430	380,249	371,069	361,888	352,708	
FY 22	**Authorized 08/23/21**								
	Total FY 22 New Bonding	**4,300,000**							
30 yr 4.25%	FY23-Well Station Improvements	1,000,000			75,833	74,417	73,000	71,583	70,167
30 yr 4.25%	FY23-Water Storage Tanks Painting	350,000			26,542	26,046	25,550	25,054	24,558
FY 23	**Authorized 07/11/22**								
	Total FY 23 New Bonding	**1,350,000**							
30 yr 4.25%	FY24-New Groundwater Source	2,000,000			151,667	148,833	146,000	143,167	140,333
30 yr 4.25%	FY24-Dover Water Emergency Interconnection	1,726,500			130,926	128,480	126,035	123,589	121,143
30 yr 4.25%	FY24-Edmond Ave	500,000			37,917	37,208	36,500	35,792	35,083
FY 24	**Authorized 07/10/23**								
	Total FY 24 New Bonding	**4,226,500**							
30 yr 4.25%	FY25-Water Storage Tanks Improvements	400,000			30,333	29,767	29,200	28,633	28,067
30 yr 4.25%	FY25-Madbury Water Treatment Plant Facility Imp	650,000			49,292	48,371	47,450	46,529	45,608
30 yr 4.25%	FY25-Fleet Street Utilities Upgrades/Streetscape	1,000,000	75,833		74,417	73,000	71,583	70,167	68,750
30 yr 4.25%	FY25-DPW Complex Improvements	1,500,000	113,750		111,625	109,500	107,375	105,250	103,125
30 yr 4.25%	FY25-The Creek Neighborhood Reconstruction	500,000			37,917	37,208	36,500	35,792	35,083
	Authorized 07/15/24								
	Total FY 25 New Bonding	**4,050,000**							
30 yr 4.25%	FY26-Annual Waterline Replacement	1,500,000			113,750	111,625	109,500	107,375	105,250
30 yr 4.25%	FY26-Well Station Improvements	200,000			15,167	14,883	14,600	14,317	14,033
30 yr 4.25%	FY26-Water Storage Tanks Improvements	5,000,000			379,167	372,083	365,000	357,917	350,833
30 yr 4.25%	FY26-Greenland Well Treatment	2,000,000			151,667	148,833	146,000	143,167	140,333
30 yr 4.25%	FY26-Water Storage Tanks Improvements	5,000,000			379,167	372,083	365,000	357,917	350,833
30 yr 4.25%	FY26-Greenland Well Treatment	2,000,000			151,667	148,833	146,000	143,167	140,333
30 yr 4.25%	FY26-Fleet Street Utilities Upgrade and Streetsca	2,000,000			151,667	148,833	146,000	143,167	140,333
30 yr 4.25%	FY26-Chapel Street	750,000			56,875	55,813	54,750	53,688	52,625
	Total FY 26 New Bonding	**11,450,000**							
30 yr 4.25%	FY27-Annual Waterline Replacement	750,000				56,875	55,813	54,750	53,688
30 yr 4.25%	FY27-Well Station Improvements	1,000,000				75,833	74,417	73,000	71,583
30 yr 4.25%	FY27-Reservoir Management	1,000,000				75,833	74,417	73,000	71,583
30 yr 4.25%	FY27-Water Transmission Main Replacement	12,000,000				910,000	893,000	876,000	859,000
30 yr 4.25%	FY27-The Creek Neighborhood Reconstruction	800,000				60,667	59,533	58,400	57,267
	Total FY 27 New Bonding	**15,550,000**							
30 yr 4.25%	FY28-Annual Waterline Replacement	1,500,000					113,750	111,625	109,500
30 yr 4.25%	FY28-Water Storage Tanks Improvements	2,000,000					151,667	148,833	146,000
30 yr 4.25%	FY28-Madbury Water Treatment Plant	1,000,000					75,833	74,417	73,000
	Total FY 28 New Bonding	**4,500,000**							

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

Bond Rating			FY25	FY26	FY27	FY28	FY29	FY30	FY31
30 yr 4.25%	FY29-Annual Waterline Replacement	750,000						56,875	56,875
30 yr 4.25%	FY29-The Creek Neighborhood Reconstruction	1,000,000						75,833	74,417
	Total FY 29 New Bonding	**1,750,000**							
30 yr 4.25%	FY30-Annual Waterline Replacement	1,500,000							113,750
30 yr 4.25%	FY30-Madbury Water Treatment Plant	1,000,000							75,833
	Total FY 30 New Bonding	**2,500,000**							
30 yr 4.25%	FY31-Annual Water Line Replacement	750,000							
30 yr 4.25%	FY31-Water Storage Tanks Improvements	10,000,000							
30 yr 4.25%	FY31-The Creek Neighborhood Reconstruction	1,000,000							
	Total FY 31 New Bonding	**11,750,000**							
	Total Projected CIP FY 26-31	**47,500,000**							
	Total Authorized Unissued FY 21-25	**15,501,500**							
	Total Projected Debt Service	**63,001,500**							
	Total Water Fund-Projected Future Debt		**99,060**	**588,193**	**2,062,984**	**3,201,339**	**3,479,706**	**3,543,157**	**3,717,045**
	Total Issued and Projected Debt Water Fund		**4,724,491**	**5,072,864**	**6,415,306**	**7,411,998**	**7,391,802**	**6,512,630**	**6,598,618**

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

Bond Rating				FY25	FY26	FY27	FY28	FY29	FY30
SRF	5/4/2005	05	**SRF-Sewer Projects Phase 2**	**8,898,110**					
			Principal-Last Pmt FY25	20 Year	444,905				
			Interest-State recalculated interest starting in FY 15 total saving $504,176		8,320				
AAA	6/15/2016	16	**Sewer System Improvements**	**1,000,000**					
			Principal-Last Pmt FY26	10 Year	100,000	100,000			
			Interest		8,000	4,000			
AAA	6/15/2017	17	**Goose Bay and Pumping Stations**	**900,000**					
			Principal-Last Pmt FY27	10 Year	90,000	90,000	90,000		
			Interest		10,800	7,200	3,600		
SRF	12/1/2008	09	**SRF-Sewer Projects Phase 3**	**5,508,137**					
			Principal-Last Pmt FY28	20 Year	275,407	275,407	275,407	275,407	
			Interest-State recalculated interest starting in FY 15 total saving $306,168		26,219	19,664	13,109	6,555	
SRF	12/1/2008	09	**SRF-Lower Court Street Loan**	**688,562**					
			Principal-Last Pmt FY28	20 Year	34,428	34,428	34,428	34,428	
			Interest-State recalculated interest starting in FY 15 total saving $36,048		3,278	2,458	1,639	819	
AAA	6/20/2018	18	**Sewer Line and Pump Station Improvements**	**1,800,000**					
			Principal-Last Pmt FY28	10 Year	180,000	180,000	180,000	180,000	
			Interest		36,000	27,000	18,000	9,000	
AAA	6/20/2019	19	**Consent Decree-Union St-Annual Sewerline**	**$1,600,000($1,361,100)**					
			Principal-Last Pmt FY29	10 Year	140,000	135,000	135,000	125,000	120,000
			Interest		32,750	25,750	19,000	12,250	6,000
SRF	1/1/2011	11	**SRF-Rye Line Pump Station Upgrades**	**1,069,714**					
			Principal-Last Pmt FY30	20 Year	53,486	53,486	53,486	53,486	53,486	53,486
			Interest-State recalculated interest starting in FY 15 total saving $25,456		8,292.42	6,910.35	5,528.28	4,146.21	2,764.14	1,382.07
SRF	1/1/2011	11	**SRF-201 Facilities Plan Updates**	**1,000,000**					
			Principal-Last Pmt FY30	20 Year	50,000	50,000	50,000	50,000	50,000	50,000
			Interest-State recalculated interest starting in FY 15 total saving $24,288		7,752	6,460	5,168	3,876	2,584	1,292
SRF	12/16/2011	12	**SRF-LTCP Bartlett St. Area Sewer Ext**	**5,290,233**					
			Principal-Last Pmt FY31	20 Year	264,512	264,512	264,512	264,512	264,512	264,512
			Interest-State recalculated interest starting in FY 15 total saving $191,222		48,474	41,549	34,625	27,700	20,775	13,850
AAA	12/14/2021	12	**P.I.W.W.T.P. Prel. Eng and LTCP Imp-Refunding**	**1,260,000**					
			Principal-Last Pmt FY32	10 YR	125,000	125,000	125,000	125,000	130,000	130,000
			Interest		47,875	41,625	35,375	29,125	22,750	16,250
AA+	3/19/2012	12	**LTCP Contract #3B and Cass St Area**	**8,000,000**					
			Principal-Last Pmt FY32	20 Year	400,000	400,000	400,000	400,000	400,000	400,000
			Interest		86,000	76,750	66,000	54,000	42,000	30,000
AAA	6/27/2013	13	**LTCP Contract #3C Lincoln Area**	**3,929,000**					
			Principal-Last Pmt FY33	20 Year	195,000	195,000	195,000	195,000	195,000	195,000
			Interest		54,210	48,360	42,510	36,660	30,810	24,960
SRF	6/1/2014	14	**SRF-LTCP Contract #3C**	**5,595,874**					
			Principal-Last Pmt FY33	20 Year	279,794	279,794	279,794	279,794	279,794	279,794
			Interest		84,408	75,029	65,651	56,272	46,893	37,515
AAA	6/25/2014	14	**Peirce Island WWTP**	**10,000,000**					
			Principal-Last Pmt FY34	20 Year	500,000	500,000	500,000	500,000	500,000	500,000
			Interest		205,000	180,000	155,000	140,000	120,000	100,000
AAA	6/25/2014	14	**Pease WWTP**	**3,500,000**					
			Principal-Last Pmt FY34	20 Year	175,000	175,000	175,000	175,000	175,000	175,000
			Interest		71,750	63,000	54,250	49,000	42,000	35,000
AAA	6/23/2015	15	**Pease WWTP**	**1,000,000**					
			Principal-Last Pmt FY35	20 Year	50,000	50,000	50,000	50,000	50,000	50,000
			Interest		18,000	16,000	14,500	13,000	11,500	10,000
AAA	6/15/2016	16	**Lafayette Rd Pumping Station**	**3,000,000**					
			Principal-Last Pmt FY36	20 Year	150,000	150,000	150,000	150,000	150,000	150,000
			Interest		51,000	45,000	39,000	36,000	33,000	30,000
AAA	6/15/2017	17	**Annual Sewerline**	**2,500,000**					
			Principal-Last Pmt FY37	20 Year	125,000	125,000	125,000	125,000	125,000	125,000
			Interest		50,156	45,156	40,156	35,156	32,656	30,000
AAA	6/20/2018	18	**Annual Sewerline and Pumping Stations**	**3,000,000**					
			Principal-Last Pmt FY38	20 Year	150,000	150,000	150,000	150,000	150,000	150,000
			Interest		77,813	70,313	62,813	55,313	47,813	43,313
AAA	6/20/2019	19	**Pease Wastewater Treatment Plant**	**$7,200,000($6,490,000)**					
			Principal-Last Pmt FY39	20 Year	325,000	325,000	325,000	325,000	325,000	325,000
			Interest		184,944	168,694	152,444	136,194	119,944	103,694
AAA	4/6/2021	20	**Sewer System Upgrades**	**$2,745,000($2,432,300)**					
			Principal-Last Pmt FY41	20 Year	130,000	120,000	120,000	120,000	120,000	120,000
			Interest		58,500	53,300	48,500	43,100	37,700	32,300
			Annual Sewerline Replacement	**1,000,000**						
			Pleasant St Sewerline	**770,000**						
			Maplewood Ave Sewerline	**975,000**						

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

Bond Rating				FY25	FY26	FY27	FY28	FY29	FY30
AAA	4/6/2021	21 Sewer System Upgrades	$5,250,000($4,816,700)						
		Principal-Last Pmt FY41	20 Year	240,000	240,000	240,000	240,000	240,000	240,000
		Interest		116,400	106,800	97,200	86,400	75,600	64,800
		Mechanic St Pump Station Force Main	3,600,000						
		Islington St Phase 1B	1,650,000						
AAA	6/23/2022	22 Sewer System Upgrades (Part I)	$8,900,000($8,232,200)						
		Principal-Last Pmt FY42	20 Year	425,000	425,000	420,000	420,000	415,000	415,000
		Interest		317,363	296,113	274,863	253,863	232,863	212,113
		Annual Sewerline Replacement	500,000						
		Mechanic Street Pumping Station	2,000,000						
		Islington Street Phase 2	2,300,000						
		Willard Avenue Reconstruction	3,000,000						
		Union Street Reconstruction	1,100,000						
AAA	6/22/2023	16 PI WWTP Upgrades	$1,016,957($926,050)						
		Principal-Last Pmt FY43	20 Year	50,000	50,000	50,000	50,000	45,000	45,000
		Interest		41,500	39,000	36,500	34,000	31,500	29,250
AAA	6/22/2023	22 Sewer System Upgrades (Part II)	$300,000($271,250)						
		Principal-Last Pmt FY43	20 Year	15,000	15,000	15,000	15,000	15,000	15,000
		Interest		12,250	11,500	10,750	10,000	9,250	8,500
		Sewer Service for Sagamore Ave Sewer Extension	300,000						
AAA	6/20/2024	22 Sewer System Upgrades (Part III)	$1,750,000($1,628,200)						
		Principal-Last Pmt FY44	20 Year	81,700	81,500	81,500	81,500	81,500	81,500
		Interest		75,577	72,556	68,481	64,406	60,331	56,256
		FY22-Pumping Station Upgrades	750,000						
		FY22-Marjorie St Pumping Station	1,000,000						
SRF	4/1/2022	22 SRF-PI WWTP Upgrades	$80,883,042$(76,838,889.88)						
		Principal-Last Pmt FY51	30 Year	2,557,694	2,557,694	2,557,694	2,557,694	2,557,694	2,557,694
		Interest		1,381,155	1,330,001	1,278,847	1,227,693	1,176,539	1,125,385
AAA	6/22/2023	23 Sewer System Upgrades (Part I)	$2,100,000($1,972,200)						
		Principal-Last Pmt FY53	30 Year	75,000	75,000	75,000	75,000	70,000	70,000
		Interest		85,750	82,000	78,250	74,500	70,750	67,250
		Annual Sewerline Replacement	500,000						
		Sewer Main for Sagamore Ave Sewer Extension	400,000						
		Sewer Service for Sagamore Ave Sewer Extension	1,200,000						
AAA	6/20/2024	23 Sewer System Upgrades (Part II)	$2,669,500($2,571,000)						
		Principal-Last Pmt FY54	30 Year	86,700	86,800	87,000	87,000	87,000	87,000
		Interest		113,982	111,253	106,913	102,563	98,213	93,863
		FY23-Fleet Street Utilities Upgrades/Streetscape-Non SRF	519,500						
		FY23-Pease Wastewater Treatment Facility	550,000						
		FY23-Pumping Station Upgrades	800,000						
		FY23-Bartlett Street Utilities Upgrades and Streetscape	800,000						
AAA	6/20/2024	24 Sewer System Upgrades (Part I)	$4,715,000($4,542,700)						
		Principal-Last Pmt FY54	30 Year	153,000	152,700	152,500	152,500	152,500	152,500
		Interest		201,292	196,478	188,843	181,218	173,593	165,968

Total Interest savings from State recalculation FY 15 - FY 31 $1,539,384

Total Sewer Fund Issued Debt Principal Due	7,921,626	7,461,320	7,356,320	7,256,320	6,751,485	6,631,486
Total Sewer Fund Issued Debt Interest Due	3,524,809	3,269,919	3,017,513	2,782,808	2,547,827	2,332,939
Total Sewer Fund-Issued Debt	11,446,435	10,731,239	10,373,833	10,039,128	9,299,312	8,964,425

Issued Debt Related Revenues	FY 25	FY 26	FY 27	FY 28	FY 29	FY 30
Phase 2-State Aid C-706	(135,967)					
Rye Line Pump Station C-876	(21,436)	(21,021)	(20,607)	(20,192)	(19,778)	(19,363)
Lincoln Area Contract 3B C-877	(77,235)	(75,006)	(72,777)	(70,549)	(68,878)	(67,694)
Lincoln Area Contract 3C C-878	(76,126)	(74,492)	(72,860)	(71,226)	(69,592)	(67,958)
Cass St Area C-879	(48,555)	(47,154)	(45,753)	(44,352)	(43,301)	(42,556)
Bartlett Area C-860	(68,137)	(66,752)	(65,367)	(63,982)	(62,597)	
Lincoln Area 3A C-861	(76,592)	(74,716)	(72,841)	(70,965)	(69,089)	(67,213)
Peirce Island WWTP C-900	(42,088)	(40,820)	(39,552)	(38,285)	(37,017)	(35,749)
Peirce Island WWTP C-959	(1,455,640)	(1,433,144)	(1,410,647)	(1,392,581)	(1,370,084)	(1,347,588)
Total Issued Debt Related Revenues-Sewer Fund	**(2,001,776)**	**(1,833,105)**	**(1,800,404)**	**(1,772,132)**	**(1,740,336)**	**(1,648,121)**
Total Net Issued Debt-Sewer Fund	**9,444,659**	**8,898,134**	**8,573,429**	**8,266,996**	**7,558,976**	**7,316,304**

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

Bond Rating			FY25	FY26	FY27	FY28	FY29	FY30
SEWER FUND-Projected Future Debt								
	Issued Difference Budgeted vs actual		596,342					
30 yr 2.536%	FY20-Sewer Main for Sagamore Avenue Area Sewer Extension	4,400,000						
	Authorized 07/15/19							
	less Principal Forgiveness (15%)	(660,000)						
FY 20	**Total SRF**	**3,740,000**		219,513	216,352	213,190	210,028	206,867
30 yr 2.536%	FY22-Pease Wastewater Treatment Facility-possible SRF	1,500,000						
	Authorized 08/02/21							
	First $75,000 Forgiveness	(75,000)						
	Sub Total	1,425,000						
	10% Forgiveness thereafter	(142,500)						
	Total SRF	**1,282,500**		227	75,245	74,161	73,077	71,994
30 yr 2.536%	FY23-Sewer Main for Sagamore Avenue Area Sewer Extension	2,500,000						
	Authorized 07/11/22							
	Bonded June 2023	(400,000)						
	SRF	2,100,000						
	less Principal Forgiveness (15%)	(315,000)						
	Total Remaining SRF	**1,785,000**		104,768	103,259	101,750	100,241	98,732
	Total Fleet Street authorization $2,200,000 split between SRF and Bonding:							
30 yr 2.536%	FY23-Fleet Street Utilities Upgrades/Streetscape-SRF	1,680,500						
	Authorized 07/11/22							
	less Principal Forgiveness (10%)	(168,050)						
	Total SRF	**1,512,450**		4,551	8,402	88,771	87,492	86,214
	Total Pease WWTP authorization $25,128,000-SRF:							
30 yr 2.536%	FY25-Pease WWTP-SRF	25,128,000						
	Authorized 07/15/24, Rescind reauthorize 25,128,000 02/18/25							
Estimated	less Principal Forgiveness (20%)	(5,025,600)						
	Total SRF	**20,102,400**		32,500	145,000	230,000	251,280	1,179,877
	Total Mechanic Street Pump Station authorization $3,000,000 - SRF:							
30 yr 2.536%	FY25-Mechanic Street Pumping Station Upgrades-SRF	3,000,000						
	Authorized 07/15/24							
Estimated	less Principal Forgiveness (20%)	(600,000)						
	Total SRF	**2,400,000**		2,708	25,000	30,000	140,864	138,835
	Total Fleet Street authorization $7,000,000 split between SRF and Bonding:							
30 yr 2.536%	FY25-Fleet Street Utilities Upgrades/Streetscape-SRF	6,000,000						
	Authorized 07/15/24							
Estimated	less Principal Forgiveness (10%)	(1,200,000)						
	Total SRF	**4,800,000**		10,833	50,000	60,000	281,728	277,670
	Sludge Minimization and PFAS Destruction Pilot	1,000,000						
	less Principal Forgiveness (100%)	(1,000,000)						
	Authorized 12/16/24							
	Total SRF	**0**		1,625	7,000	10,000		
30 yr 4.25%	FY24-Fleet Street Utilities Upgrades/Streetscape	2,000,000		151,667	148,833	146,000	143,167	140,333
30 yr 4.25%	FY24-Edmond Ave	200,000		15,167	14,883	14,600	14,317	14,033
FY 24	**Authorized 07/10/23**							
	Total FY 24 New Bonding	**2,200,000**						

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

Bond Rating			FY25	FY26	FY27	FY28	FY29	FY30
30 yr 4.25%	FY25-Pumping Station Upgrades	700,000		53,083	52,092	51,100	50,108	49,117
30 yr 4.25%	FY25-Sewer Service for Sagamore Ave Sewer Extension	365,000			27,679	27,162	26,645	26,128
30 yr 4.25%	FY25-Peirce Island Wastewater Treatment Facility	1,900,000			144,083	141,392	138,700	136,008
30 yr 4.25%	FY25-Fleet Street Utilities Upgrades/Streetscape	1,000,000		75,833	74,417	73,000	71,583	70,167
	SRF of $6,000,000 above total authorized $7,000,000							
30 yr 4.25%	FY25-Stormdrainage	500,000		37,917	37,208	36,500	35,792	35,083
30 yr 4.25%	FY25-DPW Complex Improvements	1,500,000		113,750	111,625	109,500	107,375	105,250
30 yr 4.25%	FY25-The Creek Neighborhood Reconstruction	500,000			37,917	37,208	36,500	35,792
	Authorized 07/15/24							
	Total FY 25 New Bonding	**6,465,000**						
30 yr 4.25%	FY26-Annual Sewer Line Replacement	1,500,000			113,750	111,625	109,500	107,375
30 yr 4.25%	FY26-Sewer Service for Sagamore Ave Sewer Extension	365,000			27,679	27,162	26,645	26,128
30 yr 4.25%	FY26-Peirce Island Wastewater Treatment Facility	1,500,000			113,750	111,625	109,500	107,375
30 yr 4.25%	FY26-Fleet Street Utilities Upgrade and Streetscape	2,000,000			151,667	148,833	146,000	143,167
30 yr 4.25%	FY26-Citywide Storm Drainage Improvements	1,000,000			75,833	74,417	73,000	71,583
30 yr 4.25%	FY26-Chapel Street	750,000			56,875	55,813	54,750	53,688
30 yr 4.25%	FY26-Lafayette Park and Monroe Street Drainage Improvements	1,500,000			113,750	111,625	109,500	107,375
	Total FY 26 New Bonding	**8,615,000**						
30 yr 4.25%	FY27-Wastewater Pumping Station Improvements	500,000						
30 yr 4.25%	FY27-Sewer Service for Sagamore Ave Sewer Extension	365,000			27,679	27,162	26,645	
30 yr 4.25%	FY27-Mechanic Street Pumping Station Upgrads	10,000,000			758,333	744,167	730,000	
30 yr 4.25%	FY27-Peirce Island Wastewater Treatment Facility	1,500,000			113,750	111,625	109,500	
30 yr 4.25%	FY27-Citywide Storm Drainage Improvements	500,000			37,917	37,208	36,500	
30 yr 4.25%	FY27-The Creek Neighborhood Reconstruction	800,000			60,667	60,667	60,667	
	Total FY 27 New Bonding	**13,665,000**						
30 yr 4.25%	FY28-Annual Sewer Line Replacement	1,500,000				113,750	111,625	
30 yr 4.25%	FY28-Sewer Service for Sagamore Ave Sewer Extension	365,000				27,679	27,162	
30 yr 4.25%	FY28-Citywide Storm Drainage Improvements	500,000				37,917	37,208	
	Total FY 28 New Bonding	**2,365,000**						
30 yr 4.25%	FY29-Long-Term Control Plan Related Projects	1,000,000					75,833	
30 yr 4.25%	FY29-Wastewater Pumping Station Improvements	500,000					37,917	
30 yr 4.25%	FY29-Citywide Storm Drainage Improvements	500,000					37,917	
30 yr 4.25%	FY29-The Creek Neighborhood Reconstruction	1,000,000					75,833	
	Total FY 29 New Bonding	**3,000,000**						
30 yr 4.25%	FY30-Annual Sewer Line Replacement	1,500,000						
30 yr 4.25%	FY30-Long-Term Control Plan Related Projects	1,000,000						
30 yr 4.25%	FY30-Citywide Storm Drainage Improvements	500,000						
	Total FY 30 New Bonding	**3,000,000**						
30 yr 4.25%	FY31-Long-Term Control Plan Related Projects	1,000,000						
30 yr 4.25%	FY31-Wastewater Pumping Station Improvements	750,000						
30 yr 4.25%	FY31-Citywide Storm Drainage Improvements	500,000						
30 yr 4.25%	FY31-The Creek Neighborhood Reconstruction	1,000,000						
	Total FY 31 New Bonding	**3,250,000**						
	Total Projected CIP FY 26-31	**33,895,000**						
	Total Authorized Unissued FY 18-25	**44,602,350**						
	Total Projected Debt Service	**78,497,350**						
	Total Sewer Fund-Projected Future Debt		**596,342**	**824,141**	**1,932,299**	**3,083,779**	**3,557,967**	**4,655,597**
	Total Net Projected Future Debt-Sewer Fund		596,342	824,141	1,932,299	3,083,779	3,557,967	4,655,597
	Total Gross Issued and Projected Debt-Sewer		12,042,777	11,555,380	12,306,132	13,122,907	12,857,279	13,620,022
	Total Net Issued and Projected Debt-Sewer Fund		**10,041,001**	**9,722,275**	**10,505,728**	**11,350,775**	**11,116,943**	**11,971,901**

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

City of Portsmouth

Outstanding Debt Service by Fiscal Year

		General Fund-Gen Gov				General Fund-School				Total General Fund			
Fiscal Year		**Principal**	**Interest**			**Principal**	**Interest**			**Principal**	**Interest**		
FY 26	**1**	5,695,800	2,163,911	11%	11%	3,315,000	1,249,803	11%	11%	9,010,800	3,413,714	11%	11%
FY 27	**2**	4,755,000	1,911,621	9%	21%	3,265,000	1,097,028	10%	21%	8,020,000	3,008,649	10%	21%
FY 28	**3**	3,994,500	1,691,996	8%	28%	3,275,000	950,628	10%	31%	7,269,500	2,642,624	9%	30%
FY 29	**4**	3,132,500	1,502,796	6%	35%	3,214,500	807,203	10%	41%	6,347,000	2,309,999	8%	37%
FY 30	**5**	2,603,500	1,350,056	5%	40%	3,189,500	671,340	10%	52%	5,793,000	2,021,396	7%	44%
FY 31	**6**	2,593,500	1,223,081	5%	45%	2,554,500	538,165	8%	60%	5,148,000	1,761,246	6%	50%
FY 32	**7**	2,543,500	1,099,756	5%	50%	2,559,500	430,365	8%	68%	5,103,000	1,530,121	6%	57%
FY 33	**8**	2,423,500	994,481	5%	55%	1,579,500	353,490	5%	73%	4,003,000	1,347,971	5%	62%
FY 34	**9**	2,422,000	893,219	5%	59%	1,579,500	296,815	5%	78%	4,001,500	1,190,034	5%	66%
FY 35	**10**	2,356,500	792,031	5%	64%	1,404,000	242,640	4%	82%	3,760,500	1,034,671	5%	71%
FY 36	**11**	2,351,000	697,525	5%	69%	1,404,000	195,996	4%	87%	3,755,000	893,521	5%	76%
FY 37	**12**	2,345,000	603,294	5%	73%	1,149,000	148,759	4%	90%	3,494,000	752,053	4%	80%
FY 38	**13**	2,340,000	508,931	5%	78%	899,000	108,871	3%	93%	3,239,000	617,803	4%	84%
FY 39	**14**	2,340,000	413,231	5%	82%	644,000	76,834	2%	95%	2,984,000	490,065	4%	87%
FY 40	**15**	2,329,500	332,431	5%	87%	424,000	55,549	1%	97%	2,753,500	387,980	3%	91%
FY 41	**16**	2,324,000	251,701	5%	92%	424,000	41,051	1%	98%	2,748,000	292,753	3%	94%
FY 42	**17**	1,748,500	171,091	3%	95%	314,000	26,554	1%	99%	2,062,500	197,645	3%	97%
FY 43	**18**	1,478,500	102,164	3%	98%	244,000	14,256	1%	100%	1,722,500	116,420	2%	99%
FY 44	**19**	1,043,000	43,024	2%	100%	109,000	4,496	0%	100%	1,152,000	47,520	1%	100%
FY 45	**20**									-	-	0%	100%
Totals		**50,819,800**	**16,746,344**			**31,547,000**	**7,309,842**			**82,366,800**	**24,056,186**		
Revenue		(8,100,000)				(4,745,788)				(12,845,788)			
Net Debt		**42,719,800**				**26,801,212**				**69,521,012**			

		Parking/Transportation Fund				Debt Service Fund				Total Governmental Funds			
Fiscal Year		**Principal**	**Interest**			**Principal**	**Interest**			**Principal**	**Interest**		
FY 26	**1**	1,420,000	888,513	6%	6%	180,000	7,200	100%	100%	10,610,800	4,309,426	10%	10%
FY 27	**2**	1,485,000	817,513	7%	13%					9,505,000	3,826,161	9%	19%
FY 28	**3**	1,540,000	743,263	7%	20%					8,809,500	3,385,886	8%	28%
FY 29	**4**	1,605,000	666,263	7%	27%					7,952,000	2,976,261	8%	35%
FY 30	**5**	1,665,000	586,013	7%	34%					7,458,000	2,607,409	7%	42%
FY 31	**6**	1,725,000	516,513	8%	42%					6,873,000	2,277,759	7%	49%
FY 32	**7**	1,785,000	444,613	8%	50%					6,888,000	1,974,734	7%	55%
FY 33	**8**	1,815,000	396,475	8%	58%					5,818,000	1,744,446	6%	61%
FY 34	**9**	1,880,000	320,975	8%	66%					5,881,500	1,511,009	6%	66%
FY 35	**10**	1,915,000	262,750	9%	75%					5,675,500	1,297,421	5%	72%
FY 36	**11**	1,965,000	201,531	9%	84%					5,720,000	1,095,053	5%	77%
FY 37	**12**	1,540,000	136,781	7%	90%					5,034,000	888,834	5%	82%
FY 38	**13**	550,000	84,781	2%	93%					3,789,000	702,584	4%	86%
FY 39	**14**	555,000	62,481	2%	95%					3,539,000	552,546	3%	89%
FY 40	**15**	290,000	42,600	1%	97%					3,043,500	430,580	3%	92%
FY 41	**16**	290,000	31,000	1%	98%					3,038,000	323,753	3%	95%
FY 42	**17**	290,000	19,400	1%	99%					2,352,500	217,045	2%	97%
FY 43	**18**	195,000	7,800	1%	100%					1,917,500	124,220	2%	99%
FY 44	**19**									1,152,000	47,520	1%	100%
FY 45	**20**									-	-	0%	100%
Totals		**22,510,000**	**6,229,263**			**180,000**	**7,200**			**105,056,800**	**30,292,648**		
Revenue						(180,000)	(7,200)			(13,025,788)	(7,200)		
Net Debt		**22,510,000**				**0**	**0**			**92,031,012**	**30,285,448**		

Fiscal Year		Water Fund				Sewer Fund				Total City of Portsmouth			
		Principal	Interest			Principal	Interest			Principal	Interest		
FY 26	1	3,188,200	1,296,470	9%	9%	7,461,320	3,269,919	6%	6%	**21,260,320**	**8,875,816**	8%	8%
FY 27	2	3,189,000	1,163,322	9%	18%	7,356,320	3,017,513	6%	12%	**20,050,320**	**8,006,997**	8%	16%
FY 28	3	3,174,500	1,036,159	9%	28%	7,256,320	2,782,808	6%	19%	**19,240,320**	**7,204,853**	7%	23%
FY 29	4	3,002,000	910,096	9%	36%	6,751,485	2,547,827	6%	24%	**17,705,485**	**6,434,185**	7%	30%
FY 30	5	2,176,000	793,474	6%	42%	6,631,486	2,332,939	6%	30%	**16,265,486**	**5,733,822**	6%	37%
FY 31	6	2,171,000	710,574	6%	49%	6,528,000	2,126,380	6%	35%	**15,572,000**	**5,114,713**	6%	43%
FY 32	7	2,171,500	626,524	6%	55%	6,262,988	1,922,108	5%	41%	**15,322,488**	**4,523,365**	6%	49%
FY 33	8	1,917,000	553,493	6%	61%	5,727,488	1,750,885	5%	46%	**13,462,488**	**4,048,824**	5%	54%
FY 34	9	1,913,500	483,061	6%	66%	5,252,694	1,580,637	4%	50%	**13,047,694**	**3,574,707**	5%	59%
FY 35	10	1,735,000	413,599	5%	71%	4,572,194	1,429,821	4%	54%	**11,982,694**	**3,140,841**	5%	63%
FY 36	11	1,487,000	356,036	4%	75%	4,520,694	1,311,848	4%	58%	**11,727,694**	**2,762,937**	5%	68%
FY 37	12	1,283,000	306,811	4%	79%	4,370,694	1,195,107	4%	61%	**10,687,694**	**2,390,752**	4%	72%
FY 38	13	1,173,500	263,143	3%	82%	4,225,194	1,082,203	4%	65%	**9,187,694**	**2,047,930**	4%	76%
FY 39	14	1,043,500	222,274	3%	85%	4,070,194	973,312	3%	68%	**8,652,694**	**1,748,132**	3%	79%
FY 40	15	949,000	188,890	3%	88%	3,750,194	873,658	3%	71%	**7,742,694**	**1,493,128**	3%	82%
FY 41	16	940,000	158,049	3%	91%	3,744,694	783,504	3%	75%	**7,722,694**	**1,265,305**	3%	85%
FY 42	17	645,500	127,549	2%	93%	3,389,694	693,470	3%	77%	**6,387,694**	**1,038,064**	2%	87%
FY 43	18	325,500	102,929	1%	94%	2,989,694	610,536	3%	80%	**5,232,694**	**837,685**	2%	90%
FY 44	19	326,000	89,909	1%	95%	2,934,694	542,102	2%	82%	**4,412,694**	**679,531**	2%	91%
FY 44	20	189,000	76,461	1%	95%	2,853,694	475,472	2%	85%	**3,042,694**	**551,933**	1%	92%
FY 45	21	189,000	68,665	1%	96%	2,853,694	412,183	2%	87%	**3,042,694**	**480,848**	1%	94%
FY 46	22	189,000	60,869	1%	96%	2,853,694	348,894	2%	90%	**3,042,694**	**409,763**	1%	95%
FY 47	23	189,000	53,073	1%	97%	2,853,694	285,606	2%	92%	**3,042,694**	**338,678**	1%	96%
FY 48	24	189,000	45,276	1%	97%	2,853,694	222,317	2%	94%	**3,042,694**	**267,593**	1%	97%
FY 49	25	189,000	37,480	1%	98%	2,853,694	159,028	2%	97%	**3,042,694**	**196,508**	1%	98%
FY 50	26	189,000	29,920	1%	98%	2,853,694	96,034	2%	99%	**3,042,694**	**125,954**	1%	99%
FY 51	27	189,500	22,360	1%	99%	295,500	33,040	0%	100%	**485,000**	**55,400**	0%	100%
FY 52	28	184,500	14,780	1%	99%	295,500	21,220	0%	100%	**480,000**	**36,000**	0%	100%
FY 53	29	185,000	7,400	1%	100%	235,000	9,400	0%	100%	**420,000**	**16,800**	0%	100%
FY 54	30			0%	100%			0%	100%	**-**	**-**	0%	100%
Totals		**34,692,700**	**10,218,646**			**118,597,902**	**32,889,772**			**258,347,402**	**73,401,066**		
Revenue						(35,604,445)				(48,630,233)	(7,200)		
Net Debt		**34,692,700**				**82,993,457**				**209,717,169**	**73,393,866**		

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Personnel Summary

EMPLOYEE PAY PLAN

The City embraces a compensation philosophy that strives for internal consistency among departments and fair and reasonable compensation based on economic conditions and the labor market. The intent is to attract, retain, and motivate qualified personnel to meet organizational requirements and further the goals and objectives of the City Council. A stable and content work force is creative, productive, and efficient.

COLLECTIVE BARGAINING UNITS

The City of Portsmouth has a total of sixteen (16) collective bargaining units. As of April 2025, eight (8) bargaining unit contracts will expire (shaded) on June 30, 2025.

General Government	Expires
Professional Management Association (PMA)	6/30/2025
Supervisory Management Alliance (SMA)	6/30/2025
AFSCME Local 1386B Library & Clericals	6/30/2025
AFSCME Local 1386 Public Works	6/30/2026

Police	Expires
Ranking Officers Association	6/30/2027
Portsmouth Patrolman Association	6/30/2027
Civilians	6/30/2027

Fire	Expires
Fire Officers Association	6/30/2026
Firefighters Association	6/30/2026

School	Expires
Principals/Directors	6/30/2025
Association of Portsmouth Teachers	6/30/2025
Clerical Employees	6/30/2025
Custodial	6/30/2025
Cafeteria	6/30/2025
Paraeducators	6/30/2026
Custodial Supervisors	6/30/2026

PERSONNEL SUMMARY

*The Fiscal Year 2026 proposed budget for all funds incorporates a **net decrease** of 15.11 full-time funded positions.*

	Full Time Equivalent
General Fund	**(10.71)**
Special Revenue Funds	**(5.70)**
Enterprise Funds	**1.30**
Total	**(15.11)**

Following tables represent:

1. Position Change by Department and Fund for FY26.
2. Summary of Personnel Counts by Department and Funds: FY24 Actual; FY25 Actual; FY26 City Manager's Proposed Budget.

Position Summary: Department Changes by Position and Fund - FULL TIME POSITIONS ONLY

Includes Only New Positions and Inter Department Transfers or Inter Fund Transfers

	Governmental Funds				*Enterprise Funds*		
Department/Position	General Fund	Parking & Trans	Stormwater	Grants/ Other	Water	Sewer	Total
Information Technology							
Cybersecurity Analyst	0.20						0.20
Total Information Technology	0.20	-		-	-	-	0.20
Finance							
Office Manager II (Transfer to Water/Sewer)	(1.00)						(1.00)
Total Finance	(1.00)	-		-	-	-	(1.00)
Police							
Cybersecurity Analyst	0.20						0.20
Patrol Officers (Unfunded)	(3.00)						(3.00)
Dispatcher (Unfunded)	(1.00)						(1.00)
Total Police	(3.80)	-		-	-	-	(3.80)
Public Works-All Divisions							
Director of Public Works	(0.45)	0.15			0.15	0.15	-
Deputy Public Works Director					(0.50)	(0.50)	(1.00)
Cybersecurity Analyst					0.20	0.20	0.40
Project Manager	0.05	0.25			0.35	0.35	1.00
Operations Manager			0.50		0.25	0.25	1.00
Transportation Engineering Associate		(1.00)					(1.00)
Administrative Assistant II	0.15	(0.05)			(0.05)	(0.05)	-
Office Manager II (Transfer from Finance)					0.50	0.50	1.00
Special Projects Coordinator	(0.25)	(0.25)			(0.25)	(0.25)	(1.00)
Construction Technician Supervisor	(1.00)						(1.00)
GIS/Stormwater Manager					(0.50)	(0.50)	(1.00)
Plant Operator						1.00	1.00
Project Manager for Engineering & Operations	0.25	0.25			0.25	0.25	1.00
Facilities Project Manager	0.25	(0.75)			0.25	0.25	-
General Foreman					(0.50)	(0.50)	(1.00)
Custodian	1.00						1.00
Meter Technician					2.00	2.00	4.00
Utility Mechanic					(2.50)	(1.50)	(4.00)
Total Public Works	-	(1.40)	0.50	-	(0.35)	1.65	0.40
Library							
Library Assistant III (Unfunded)	(1.00)						(1.00)
Total Library	(1.00)	-		-	-	-	(1.00)
School Department							
Teachers:							
Classroom & Regular Program Instructor	(5.25)						(5.25)
Special Programs	-						-
Pupil Support Programs	(3.25)						(3.25)
Other School Staff:				(4.80)			(4.80)
Clerical	1.01						1.01
Paraprofessional	2.18						2.18
Tutors	-						-
Cybersecurity Analyst	0.20						0.20
Total School Department	(5.11)	-	-	(4.80)	-	-	(9.91)
Total All Funds	(10.71)	(1.40)	0.50	(4.80)	(0.35)	1.65	(15.11)

Purple Highlighted = Unfunded Position
Blue Highlighted = New Position
Red Highlighted = Position Eliminated or Changed to Part Time

FULL-TIME PERSONNEL

SUMMARY OF PERSONNEL COUNTS BY DEPARTMENT AND FUNDS

DEPARTMENT	FY22 ACTUAL	FY23 ACTUAL	FY24 ACTUAL	FY25 ACTUAL	CITY MANAGER FY26 PROPOSED BUDGET	Change From FY25
GENERAL FUND						
FULL-TIME PERSONNEL						
CITY MANAGER	3.80	4.80	4.60	4.60	4.60	**0.00**
HUMAN RESOURCES	4.00	4.00	4.00	4.00	4.00	**0.00**
CITY CLERK	3.00	3.00	3.00	3.00	3.00	**0.00**
LEGAL DEPARTMENT	6.64	6.64	8.14	9.14	9.14	**0.00**
INFORMATION TECHNOLOGY	1.00	6.00	8.00	8.00	8.20	**0.20**
ECONOMIC DEVELOPMENT*	N/A	1.00	1.00	1.00	1.00	**0.00**
FINANCE DEPARTMENT	23.33	22.33	23.33	22.85	21.85	**(1.00)**
PLANNING & SUSTAINABILITY DEPARTMENT	6.80	7.30	7.80	8.80	8.80	**0.00**
INSPECTION DEPARTMENT	7.00	8.00	8.40	8.40	8.40	**0.00**
HEALTH DEPARTMENT	3.00	4.00	4.00	4.00	4.00	**0.00**
PUBLIC WORKS	53.85	54.85	54.65	53.65	53.65	**0.00**
LIBRARY	17.00	16.00	16.00	18.00	17.00	**(1.00)**
RECREATION DEPARTMENT	5.00	5.00	6.00	6.00	6.00	**0.00**
SENIOR SERVICES	1.00	1.00	1.00	1.00	1.00	**0.00**
WELFARE DEPARTMENT	1.00	1.00	1.00	1.00	1.00	**0.00**
POLICE DEPARTMENT	91.00	94.00	95.00	95.00	91.20	**(3.80)**
FIRE DEPARTMENT	66.00	66.00	66.00	66.00	66.00	**0.00**
SCHOOL DEPARTMENT	374.10	381.54	383.20	384.16	379.05	**(5.11)**
GENERAL FUND - TOTAL FULL-TIME	**667.52**	**686.46**	**695.12**	**698.60**	**687.89**	**(10.71)**
% Change						**-1.53%**

* Economic Development moved from a Special Revenue Fund to a General Fund Department in FY23

SPECIAL REVENUE FUNDS

FULL-TIME PERSONNEL						
SCHOOL DEPARTMENT	85.85	90.45	88.85	88.24	83.44	**(4.80)**
STORMWATER	5.00	5.00	5.00	5.00	5.50	**0.50**
PARKING & TRANSPORTATION	26.31	27.31	30.21	31.21	29.81	**(1.40)**
PRESCOTT PARK	2.15	3.15	3.15	3.15	3.15	**0.00**
COMMUNITY CAMPUS **	1.00	1.00	1.00	1.00	1.00	**0.00**
INDOOR POOL ***	1.00	1.00	2.00	2.00	2.00	**0.00**
COMMUNITY DEVELOPMENT (CDBG)	1.00	1.00	2.00	2.00	2.00	**0.00**
ECONOMIC DEVELOPMENT (UDAG) *	1.00	0.00	0.00	0.00	0.00	**0.00**
SPECIAL FUNDS - TOTAL FULL-TIME	**123.31**	**128.91**	**132.21**	**132.60**	**126.90**	**(5.70)**
% Change						**-4.30%**

* Economic Development moved from a Special Revenue Fund to a General Fund Department in FY23

** Community Campus was added as a Special Revenue Fund for FY23

*** Indoor Pool was added as a Special Revenue Fund for FY23

ENTERPRISE FUNDS

FULL-TIME PERSONNEL						
WATER FUND	29.45	29.70	32.50	33.50	33.15	**(0.35)**
SEWER FUND	35.45	37.20	37.50	38.50	40.15	**1.65**
ENTERPRISE FUNDS - TOTAL FULL-TIME	**64.90**	**66.90**	**70.00**	**72.00**	**73.30**	**1.30**
% Change						**1.81%**

TOTAL FULL-TIME-CITY OF PORTSMOUTH

***TOTAL FULL-TIME PERSONNEL**	**855.73**	**882.27**	**897.33**	**903.20**	**888.09**	**(15.11)**
TOTAL FULL-TIME PERSONNEL % Change						**-1.67%**

Prior year totals have been adjusted accordingly.

PART-TIME PERSONNEL

SUMMARY OF PERSONNEL COUNTS BY DEPARTMENT AND FUNDS

DEPARTMENT	FY22 ACTUAL	FY23 ACTUAL	FY24 ACTUAL	FY25 ACTUAL	CITY MANAGER FY26 PROPOSED BUDGET	Change From FY25
GENERAL FUND						
PART-TIME PERSONNEL*						
HUMAN RESOURCES	2.00	0.00	0.00	0.00	0.00	**0.00**
LEGAL DEPARTMENT	3.00	4.00	4.00	0.00	0.00	**0.00**
FINANCE DEPARTMENT	1.00	1.00	1.48	1.48	1.48	**0.00**
PLANNING DEPARTMENT	1.00	2.00	2.00	0.00	0.00	**0.00**
PUBLIC WORKS	0.25	0.25	0.25	0.00	0.05	**0.05**
LIBRARY	13.00	14.00	14.00	12.00	12.00	**0.00**
SENIOR SERVICES	4.00	4.00	6.00	6.00	6.00	**0.00**
WELFARE DEPARTMENT	1.00	1.00	1.00	1.00	1.00	**0.00**
POLICE DEPARTMENT	30.00	30.00	30.00	27.00	27.00	**0.00**
FIRE DEPARTMENT	2.00	1.00	1.00	1.00	1.00	**0.00**
SCHOOL DEPARTMENT	6.00	6.00	6.00	6.00	6.00	**0.00**
GENERAL FUND TOTAL - TOTAL PART-TIME	**63.25**	**63.25**	**65.73**	**54.48**	**54.53**	**0.05**
% Change						**0.1%**
SPECIAL REVENUE FUNDS						
PART-TIME PERSONNEL*						
PARKING & TRANSPORTATION	49.25	49.25	48.25	37.00	38.15	**1.15**
INDOOR POOL *** (number of positions vary seasonally)	0.00	0.00	0.00	0.00	0.00	**0.00**
COMMUNITY DEVELOPMENT	1.00	1.00	0.00	0.00	0.00	**0.00**
SPECIAL FUNDS - TOTAL PART-TIME	**50.25**	**50.25**	**48.25**	**37.00**	**38.15**	**1.15**
% Change						**3.1%**
ENTERPRISE FUNDS						
PART-TIME PERSONNEL*						
WATER FUND	0.25	0.25	0.25	0.25	0.65	**0.40**
SEWER FUND	0.25	0.25	0.25	0.25	0.65	**0.40**
ENTERPRISE FUNDS - TOTAL PART TIME	**0.50**	**0.50**	**0.50**	**0.50**	**1.30**	**0.80**
% Change						**160.0%**
TOTAL PART-TIME-CITY OF PORTSMOUTH						
TOTAL PART-TIME PERSONNEL	**114.0**	**114.0**	**114.5**	**92.0**	**94.0**	**2.00**
TOTAL PART-TIME PERSONNEL % Change						**2.2%**

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

*** Indoor Pool was added as a Special Revenue Fund for FY23

Fiscal Year 2026 Personnel with Apportioned Salaries

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

	Deputy City Manager	**Non Grade 28 E**	**$165,520**
①	60% City Manager's Department, 20% Water Division, 20% Sewer Division		
	Director of Public Works and Facilities	**Non Grade 26 H**	**$157,372**
⑦	25% Public Works, 25% Water Division, 25% Sewer Division, 25% Parking Division		
	Engineer Supervisor	**PMA Grade 24 E**	**$136,484**
⑨	50% Water Division, 50% Sewer Division		
	Cybersecurity Analyst	**Non Grade 24 E**	**$136,485**
⑲	20% Information Technology, 20% Police, 20% School, 20% Water Division, 20% Sewer Division		
	Project Manager - Engineering & Operations	**PMA Grade 21 H**	**$123,708**
⑦	25% Public Works, 25% Water Division, 25% Sewer Division, 25% Parking Division		
	Operations Director II	**Non Grade 24 C**	**$123,796**
⑦	25% Public Works, 25% Water Division, 25% Sewer Division, 25% Parking Division		
	Senior Assistant City Attorney	**Non Grade 21 G**	**$121,281**
②	64% Legal, 36% Parking Division		
	Tech Wastewater Operations Manager	**PMA Grade 21 G**	**$121,280**
⑨	50% Water Division, 50% Sewer Division		
	Facilities Director	**PMA Grade 21 E**	**$118,016**
⑦	25% Public Works, 25% Water Division, 25% Sewer Division, 25% Parking Division		
	Operations Manager	**PMA Grade 21 E**	**$118,014**
⑩	50% Water Division, 25% Air Force		
	Controller/Enterprise Accountant	**PMA Grade 20 G**	**$115,539**
③	85% Finance, 15% Prescott Park		
	Operations Manager	**PMA Grade 21 D**	**$112,396**
⑳	25% Water Division, 25% Sewer Division, 50% Stormwater Division		
	PT Regulatory Counsel (26 Hours/Week)	**Non Grade 25 H**	**$112,778**
⑭	5% Public Works, 40% Water Division, 40% Sewer Division, 15% Parking Division		
	Facilities Project Manager	**PMA Grade 20 E**	**$112,428**
⑦	25% Public Works, 25% Water Division, 25% Sewer Division, 25% Parking Division		
	SCADA Manager	**PMA Grade 18 G**	**$104,884**
⑨	50% Water Division, 50% Sewer Division		
	Assistant City Engineer/Planner	**PMA Grade 18 E**	**$102,060**
⑨	50% Water Division, 50% Sewer Division		
	Community Development Director	**PMA Grade 17 4F/8G**	**$99,352**
⑱	95% Community Development Block Grant (CDBG), 5% Housing Trust		
	Project Manager	**PMA Grade 16 H**	**$97,116**
⑨	50% Water Division, 50% Sewer Division		
	Fleet General Foreman	**SMA Grade 16 H**	**$97,507**
⑧	30% Public Works, 30% Water Divison, 30% Sewer Division, 10% Parking Division		
	Planning Manager	**PMA Grade 17 F**	**$98,205**
⑤	50% Planning, 50% Parking Division		
	General Foreman	**SMA Grade 16 G**	**$95,596**
⑨	50% Water Division, 50% Sewer Division		
	Prinicpal Planner	**PMA Grade 16 E**	**$92,648**
⑮	80% Planning, 20% The Coakley Landfill Trust		
	Foreman II - Utilities	**SMA Grade 15 H**	**$92,898**
⑫	50% Sewer Division, 50% Stormwater Division		
	Project Manager	**PMA Grade 16 E**	**$92,648**
⑨	50% Water Division, 50% Sewer Division		
	Legal Enforcement Officer	**PMA Grade 15 G**	**$90,716**
⑬	50% Legal, 50% Parking Division		

Fiscal Year 2026 Personnel with Apportioned Salaries

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

	Administrative Manager - Public Works	**PMA Grade 15 F**	**$89,156**
⑦	25% Public Works, 25% Water Division, 25% Sewer Division, 25% Parking Division		
	Administrative Manager	**Non Grade 15 4D/8E**	**$86,872**
⑦	25% Public Works, 25% Water Division, 25% Sewer Division, 25% Parking Division		
	SCADA Tech II	**PMA Grade 15 5D/7E**	**$86,522**
⑨	50% Water Division, 50% Sewer Division		
	Electrical Inspector/Technician	**PMA Grade 15 7.5C/4.5D**	**$81,567**
⑯	40% Inspection, 30% Water Division, 30% Sewer Division		
	Lead Mechanic	**SMA Grade 13 E**	**$80,457**
⑧	30% Public Works, 30% Water Divison, 30% Sewer Division, 10% Parking Division		
	Project Manager	**PMA Grade 16 6A/6B**	**$78,128**
⑰	5% Public Works, 35% Water Division, 35% Sewer Division, 25% Parking Division		
	Planner I	**PMA Grade 14 2.5B/9.5C**	**$75,568**
⑥	50% Planning, 25% Water Division, 25% Sewer Division		
`	**Office Manager II**	**PMA Grade 11 1F/11G**	**$74,672**
⑨	50% Water Division, 50% Sewer Division		
	GIS Specialist II	**PMA Grade 13 C**	**$72,690**
⑨	50% Water Division, 50% Sewer Division		
	Administrative Assistant II	**PMA Grade 11 E**	**$72,764**
⑦	25% Public Works, 25% Water Division, 25% Sewer Division, 25% Parking Division		
	Operational Support Coordinator	**PMA Grade 9 5.5G/6.5H**	**$68,632**
⑦	25% Public Works, 25% Water Division, 25% Sewer Division, 25% Parking Division		
`	**Camera Operator - L2**	**1386A Grade 9 G**	**$67,348**
⑫	50% Sewer Division, 50% Stormwater Division		
	Equipment Mechanic Technician	**1386A Grade 13 C**	**$68,367**
⑧	30% Public Works, 30% Water Divison, 30% Sewer Division, 10% Parking Division		
	Office Manager II	**PMA Grade 11 5C/7D**	**$67,927**
⑧	30% Public Works, 30% Water Divison, 30% Sewer Division, 10% Parking Division		
	Administrative Assistant II	**PMA Grade 11 6C/6D**	**$67,652**
⑦	25% Public Works, 25% Water Division, 25% Sewer Division, 25% Parking Division		
	Equipment Mechanic Technician	**1386 Grade 13 8B/4C**	**$66,193**
⑧	30% Public Works, 30% Water Divison, 30% Sewer Division, 10% Parking Division		
	Equipment Operator - L2	**1386A Grade 8 G**	**$64,294**
⑫	50% Sewer Division, 50% Stormwater Division		
	Administrative Assistant - Utility Billing	**PMA 9 2.5D/9.5E**	**$65,414**
⑨	50% Water Division, 50% Sewer Division		
	Utility Mechanic - L2	**1386A Grade 7 G**	**$61,368**
⑨	50% Water Division, 50% Sewer Division		
	Water Quality Specialist I	**PMA Grade 9 D**	**$62,922**
⑪	50% Water Division, 50% Stormwater		
`	**Administrative Assistant I**	**PMA Grade 9 C**	**$59,926**
⑱	95% Community Development Block Grant (CDBG), 5% Housing Trust		
	PT Accountant I (32.5 Hours/ Week)	**PMA Grade 12 1.5B/10.5C**	**$59,871**
④	48% Finance, 2% School, 25% Water Division, 25% Sewer Division		
	Utility Mechanic - L2	**1386A Grade 7 E**	**$58,240**
⑨	50% Water Division, 50% Sewer Division		
	Equipment Mechanic Assistant	**1386A Grade 5 E**	**$51,180**
⑧	30% Public Works, 30% Water Divison, 30% Sewer Division, 10% Parking Division		

City Council

Services Overview

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.

Did you know?

Did you know that this was the first Council in memory to have all nine Councilors reelected?

City Council Members

Mayor	Deaglan McEachern
Assistant Mayor	JoAnna Kelley
Councilor	John Tabor
Councilor	Kate Cook
Councilor	Josh Denton
Councilor	Rich Blalock
Councilor	Andrew Bagley
Councilor	Beth Moreau
Councilor	Vincent Lombardi





Department Budget Comments

The FY26 proposed budget for the City Council is $28,378, a decrease of $377, or -1.31% from the FY25 budget. The primary reason for the budget decrease is a reduction of the City Council Stipend line in alignment with numerous prior year actual values.

Budget Summary of Expenditures

	FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
CITY COUNCIL				
CITY COUNCIL STIPEND	17,050	15,950	17,050	16,700
OTHER BENEFITS	1,305	1,220	1,305	1,278
Contractual Obligations	*18,355*	*17,170*	*18,355*	*17,978*
OTHER OPERATING	10,400	8,525	10,400	10,400
Other Operating	*10,400*	*8,525*	*10,400*	*10,400*
TOTAL	28,755	25,695	28,755	28,378

Boards/Committee Appointments of the Council

Mayor Deaglan McEachern	*The Mayor appoints the City Councilors as members to the Board/Commission/Committee listed below.
Assistant Mayor JoAnna Kelley	African Burying Ground Memorial Park Committee Economic Development Commission Governance Committee Housing Blue Ribbon Committee Legislative Subcommittee Sister City Blue Ribbon Committee Trees and Public Greenery Committee
Councilor John Tabor	Audit Committee Energy Advisory Committee Fee Schedule Study Committee Governance Committee Housing Blue Ribbon Committee Legislative Subcommittee Municipal Building Blue Ribbon Committee
Councilor Kate Cook	Arts and Cultural Commission Energy Advisory Committee Governance Committee Legislative Subcommittee Sustainability Committee Municipal Building Blue Ribbon Committee
Councilor Josh Denton	Audit Committee Fee Schedule Study Committee Sustainability Committee
Councilor Rich Blalock	Citywide Neighborhood Blue Ribbon Committee Historic District Commission Recreation Board Safe Water Advisory Group Committee Sister City Blue Ribbon Committee
Councilor Andrew Bagley	Chamber Collaborative of Greater Portsmouth Council Representative Parking and Traffic Safety Committee
Councilor Beth Moreau	Audit Committee Ethics Board Fee Schedule Study Committee Housing Blue Ribbon Committee Planning Board Council Representative Rockingham Planning Commission
Councilor Vincent Lombardi	Economic Development Commission Governance Committee Pease Development Authority (Advisory) Public Access Financial Advisory Committee Safe Water Advisory Group Committee Task Force on Portsmouth Historical Archives

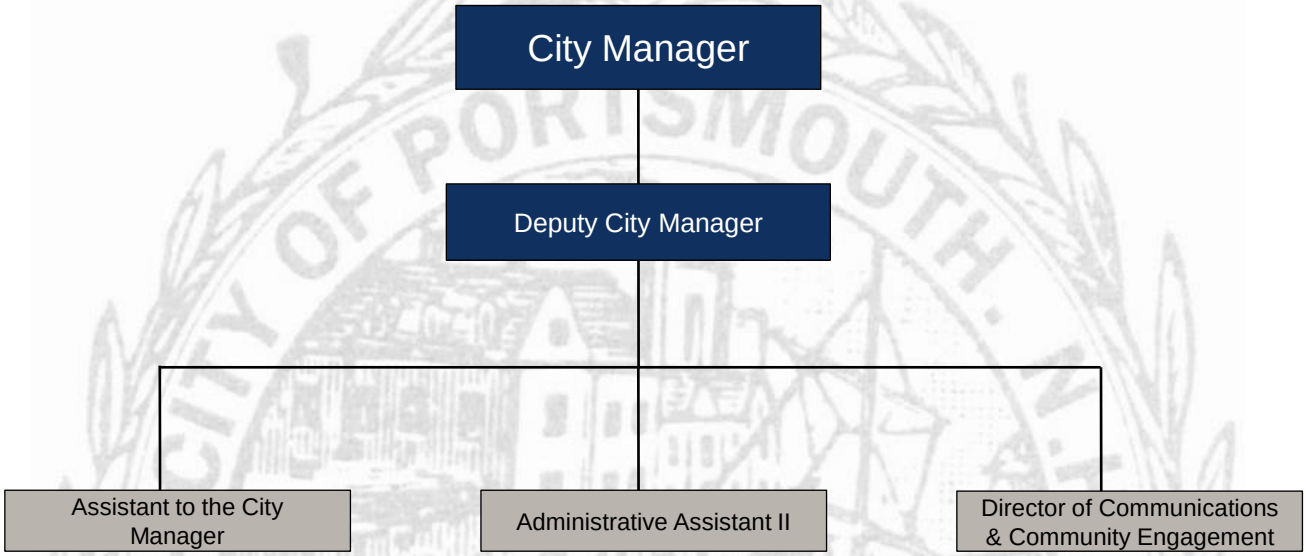
Goals and Objectives

City Council Goals and Objectives are highlighted as part of the Citywide Goals – detailed within the Strategic Planning/Goals & Initiatives Section.

		FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
CITY COUNCIL					
01-710-101-51-110-400					
011001	REGULAR SALARIES	17,050	15,950	17,050	16,700
022001	SOCIAL SECURITY	1,057	989	1,057	1,036
022501	MEDICARE	248	232	248	242
061002	MISCELLANEOUS SUPPLIES	1,000	1,019	1,000	1,000
062001	OFFICE SUPPLIES	1,150	894	1,150	1,150
069002	MAYOR'S EXPENSE	6,000	4,928	6,000	6,000
069005	VISITING DIGNITARIES	1,250	1,244	1,250	1,250
069009	SISTER CITIES	1,000	440	1,000	1,000
CC	Total	**28,755**	**25,695**	**28,755**	**28,378**

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City Manager



Mission

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

City Manager

Services Overview

- ✓ Serve as the Chief Executive and Administrative Officer for the City
- ✓ Responsible for the implementation of all policy decisions of the City Council
- ✓ Respond to City Council directives and requests
- ✓ Provide annual capital and operating budgets to the City Council
- ✓ Responsible for the leadership of all General Government departments
- ✓ Manage all City-owned real estate
- ✓ Promote public communications and community engagement on behalf of the City

Position Summary Schedule

Positions Full Time	FY24	FY25	FY26
City Manager	1.00	1.00	1.00
Deputy City Manager	0.60	0.60	0.60
Assistant to the City Manager	1.00	1.00	1.00
Administrative Assistant II	1.00	1.00	1.00
Communicaitions Director	1.00	1.00	1.00
Totals Full Time	**4.60**	**4.60**	**4.60**



Did you know?

Did you know that Portsmouth operates under a Council-City Manager form of government? The City Council, as the elected governing body, sets policy, while the City Manager, hired by the Council, administers those policies and manages day-to-day operations for over 500 employees? The City Manager's office serves as the central communications hub, ensuring residents have access to vital information and resources. We connect our community to the services and support they need to be informed and to participate in their local government.

Department Budget Comments

The FY26 proposed budget for the City Manager's Department is $693,262. This represents an increase of $6,367 or 0.93% from the FY25 budget. The net increase of this budget is due to contractual obligations.

Budget Summary of Expenditures

	FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
CITY MANAGER				
SALARIES	532,525	530,545	553,817	561,920
LONGEVITY	2,232	2,023	2,651	2,149
RETIREMENT	77,652	77,063	76,348	74,506
OTHER BENEFITS	39,373	38,025	41,229	41,837
Contractual Obligations	*651,782*	*647,655*	*674,045*	*680,412*
TRAINING/EDUCATION/CONFERENCES	4,000	2,108	4,000	4,000
PROFESSIONAL ORGANIZATION DUES	3,000	2,278	3,000	3,000
OTHER OPERATING	5,850	4,640	5,850	5,850
Other Operating	*12,850*	*9,026*	*12,850*	*12,850*
TOTAL	664,632	656,681	686,895	693,262

Programs and Services

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

- Carrying out policy decisions of the City Council, and overseeing all property owned by the City;
- Informing the Council of the City's needs and ongoing conditions and making such reports as may be required by law, requested by Council, or judged necessary by the Manager;
- Participating in discussions that come before the City Council;
- Supervising all department heads and appointing, disciplining, and removing all municipal employees in the administrative service of the City; and
- Providing to the City Council annually an operating budget, a budget statement, and a long-range capital plan, which outline the immediate and long-range financial plans and projects.





Goals and Objectives

Goal #1: Maintain effective responsiveness to City Councilors

Objectives

- ✓ Ensure timely responses to all City Council directives and requests for service on behalf of constituents.

Performance Measurement

Percent of City Council Requests/Inquiries Addressed Within 24-48 Hours

FY23	FY24	FY25 (Est)	FY26 (Forecast)
95%	98%	98%	98%

Citywide Goals Addressed

- *Invite and engage the entire community, especially those traditionally unreached, to increase participation and transparency in government*
- *Support the needs of residents, businesses, nonprofits, arts, and cultural institutions by leveraging City and local resources*

Goal #2: Maintain effective responsiveness to the community

Objectives

- ✓ Ensure timely responses to all resident questions and calls for service.
- ✓ Continue to identify effective and innovative means for soliciting public input and engaging the public in the work of the City, reaching out to all members of the community, and determining how best to ensure as many voices are included and heard as possible.

Performance Measurement

Percent of Community Concerns Addressed Within 24-48 Hours

FY23	FY24	FY25 (Est)	FY26 (Forecast)
95%	98%	98%	98%

Citywide Goals Addressed

- *Invite and engage the entire community, especially those traditionally unreached, to increase participation and transparency in government*
- *Support the needs of residents, businesses, nonprofits, arts, and cultural institutions by leveraging City and local resources*

Goal #3: Improve and expand opportunities for increasing public engagement and communication to keep the City Council and members of the public informed





Objectives

- ✓ Continue the publication of the weekly City Newsletter and annual reports including the Popular Annual Financial Report (PAFR)
- ✓ Continue to host the newly established Student Government Day (with the City Clerk and School Department)
- ✓ Continue the efforts to update and inform the public about activities, programs, and services through tools such as Government Channel 22, YouTube Channel, the City's website, and social media outlets
- ✓ Maintain and enhance the ability to both disseminate and collect information from the community as a means to gauge success or ways to improve the delivery of City services (FlashVote and other methods)

Performance Measurement

Total digital engagement (including City social media, newsletters, and YouTube)

FY23	FY24	FY25 (Est)	FY26 (Forecast)
100K	220K	260K	280K

Citywide Goals Addressed

- *Invite and engage the entire community, especially those traditionally unreached, to increase participation and transparency in government*
- *Support the needs of residents, businesses, nonprofits, arts, and cultural institutions by leveraging City and local resources*

Goal #4: Implement and Support Citywide sustainability and climate change mitigation initiatives



Objectives

- ✓ Collaborate with local officials, residents, businesses, and City staff to further incorporate sustainable practices in governmental policies and operations
- ✓ Continue to work with the Sustainability Committee, Conservation Commission, the Planning Board, the City Council, local and regional land trusts, and residents to implement environmental protection and open space initiatives
- ✓ Work with Department Heads to identify specific climate change mitigation opportunities throughout the City
- ✓ Support the implementation of the Climate Action Plan Citywide

Performance Measurement

Frame and Deliver on Ideas that Support Sustainable Initiatives through Development and Implementation

FY23	FY24	FY25 (Est)	FY26 (Forecast)
N/A	1	2	3

Citywide Goal Addressed

- *Integrate sustainability, resilience, and climate change mitigation actions throughout City government and community*

Goal #5: Support Fiscal Stability and Compliance

Objectives

✓ Work with the Finance Department to maintain strong fiscal policies to support the City's favorable bond rating

Performance Measure: Status of the City's Bond Rating

FY26	FY24	FY25 (Est)	FY26 (Forecast)
AAA	AAA	AAA	AAA

Citywide Goal Addressed

- *Support the needs of residents, businesses, nonprofits, arts, and cultural institutions by leveraging City and local resources*

Additional Operational Measures

Maintain Membership and Actively Participate in the International City Management Association (ICMA)

FY23	FY24	FY25 (Est)	FY26 (Forecast)
Status maintained	Status maintained	Status maintained	Status maintained

FY26 BUDGETED POSITION AND SALARY DETAIL

	STEP		POSITION	SALARY
CITY MANAGER				
			CITY MANAGER	189,631
			STIPEND	5,400
NON GRADE 28	E	①	DEPUTY CITY MANAGER	99,822
NON GRADE 20	8D/4E		COMMUNICATIONS DIRECTOR	108,859
NON GRADE 13	E		ASSISTANT TO THE CITY MANAGER	80,141
NON GRADE 11	H		ADMINISTRATIVE ASSISTANT II	76,275
			EDUCATION STIPEND(S)	1,792
			TOTAL DEPARTMENT	**561,920**

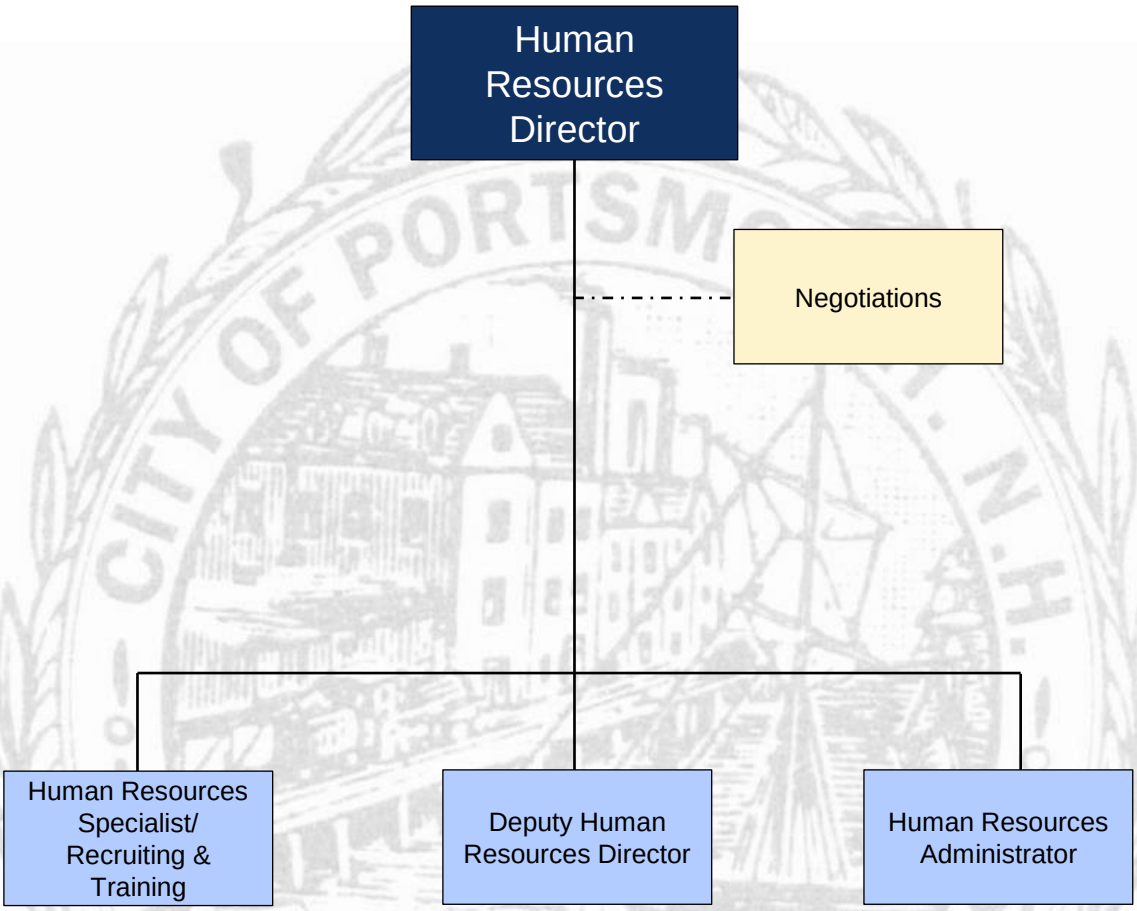
FOR TOTAL SALARY, PLEASE SEE PERSONNEL SUMMARY SECTION OF THE BUDGET

① 60% CITY MANAGER, 20% WATER, 20% SEWER

*PER IRS REGULATIONS, SALARY INCLUDES DEFERRED COMPENSATION.

		FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
CITY MANAGER					
01-711-102-51-110-400					
011001	REGULAR SALARIES	532,525	530,545	553,817	561,920
015001	LONGEVITY	2,232	2,023	2,651	2,149
022001	SOCIAL SECURITY	31,619	30,621	33,165	33,658
022501	MEDICARE	7,754	7,404	8,064	8,179
023001	RETIREMENT	77,652	77,063	76,348	74,506
056001	DUES PROFESSIONAL ORGANIZ	3,000	2,278	3,000	3,000
057101	TRAVEL AND CONFERENCE	4,000	2,108	4,000	4,000
061003	MEETING SUPPLIES	350	306	350	350
062001	OFFICE SUPPLIES	1,500	1,617	1,500	1,500
067001	BOOKS & PERIODICALS	500	493	500	500
069003	EXECUTIVE EXPENSE	3,500	2,224	3,500	3,500
CM	Total	**664,632**	**656,681**	**686,895**	**693,262**

Human Resources Department



Mission

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

Human Resources

Services Overview

- ✓ Labor Relations
- ✓ Risk Management
- ✓ Training and Development
- ✓ Benefits Administration
- ✓ Legal Compliance
- ✓ Recruitment and Retention
- ✓ Classification and Compensation

Position Summary Schedule

Positions Full Time	FY24	FY25	FY26
Human Resources Director	1.00	1.00	1.00
Deputy Human Resources Director	-	-	0.50
Human Resources Specialist / Benefit Administrator	1.00	1.00	0.50
Human Resources Specialist / Recruiting & Training	1.00	1.00	1.00
Human Resources Administrator	1.00	1.00	1.00
Totals Full Time	**4.00**	**4.00**	**4.00**



Did You Know?

Did you know that 61.8% of the full-time staff here at the City/School have been here for 5 years or more? Employees who feel recognized and appreciated are five times more likely to stay at their job.

Department Budget Comments

The FY26 proposed budget for the Human Resources Department Administration is $580,233, an increase of $17,369 or 3.09% from FY25. The FY26 budget increase is due to the continued cost associated with contractual obligations as well as a mid-year staffing promotion.

Budget Summary of Expenditures

	FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
HUMAN RESOURCES DEPARTMENT - ADMINISTRATION				
SALARIES	354,844	353,886	379,049	397,017
LONGEVITY	698	698	1,074	1,432
RETIREMENT	48,105	48,122	51,431	50,802
OTHER BENEFITS	27,199	25,875	29,080	30,482
Contractual Obligations	*430,846*	*428,580*	*460,634*	*479,733*
TRAINING/EDUCATION/CONFERENCES	5,500	4,452	3,650	2,650
CONTRACTED SERVICES	78,000	78,000	78,000	78,000
PROFESSIONAL ORGANIZATION DUES	500	448	300	300
OTHER OPERATING	20,750	16,560	20,280	19,550
Other Operating	*104,750*	*99,460*	*102,230*	*100,500*
TOTAL	535,596	528,039	562,864	580,233

The FY26 proposed budget for General Government Benefits is $2,786,504, an increase of $98,594 or 3.67% over FY25. The increase is the result of health and dental insurance rate increases.

Budget Summary of Expenditures

	FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
HUMAN RESOURCES DEPARTMENT - BENEFIT ADMINISTRATION				
HEALTH INSURANCE	2,138,782	2,138,782	2,209,576	2,301,715
DENTAL INSURANCE	182,159	155,923	182,805	192,660
INSURANCE REIMBURSEMENT	20,000	26,883	38,000	34,500
LIFE AND DISABILITY	55,500	55,553	57,995	58,655
WORKERS' COMPENSATION	188,463	188,463	175,127	189,835
OTHER BENEFITS	24,530	12,568	24,407	9,139
TOTAL	2,609,434	2,578,172	2,687,910	2,786,504

Programs and Services



Labor Relations – Provide advice, counsel, and policy direction to managers on labor and employment issues such as meeting and conferring with labor unions, grievance resolution, disciplinary action, employee settlements, and performance management issues for both the City and School.

- Administer and negotiate sixteen collective bargaining agreements
- Administer and support negotiation of seven individual employee contracts
- Represent the City on grievances, arbitrations and mediations

Risk Management – Identify and minimize workplace risks and manage claims.

- Administer workers' compensation for the City and School
- Conduct annual safety inspections
- Serve on the Joint Loss Management Committee and organize said meetings
- Represent the City in unemployment hearings
- Manage property and liability claims (City only)

Training and Development – Determine training needs within the organization; design, conduct, coordinate, and implement training and education programs for employee development. New hires complete the following trainings within ninety (90) days of hire:

- Preventing Workplace Harassment for Employees
- Handling Conflict – Employee Guide
- Ethics & Code of Conduct
- Slip, Trip, and Fall Prevention
- Back Injury Prevention
- Bloodborne Pathogens (DPW Only)
- Ladder Safety (DPW Only)
- Personal Protective Equipment (DPW Only)

Managers or supervisors complete a more extensive manadatory training within ninety (90) days of hire, which includes:

- Ethics & Code of Conduct
- Workplace Harassment
- Managing Conflict – A Collaborative Approach
- Preventing Employment Discrimination for Managers and Supervisors
- Creating a Bully Free Workplace – Manager Edition
- Avoiding Wrongful Termination
- Accident Investigation: Preventing Injuries and Improving Safety in the Workplace
- Employee Privacy: Balancing a Manager's Right to Know
- Preventing Workplace Violence – Managers Edition



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

- Serve as the City's ADA Compliance Officer
- Serve as the City's Sexual Harassment/ Discrimination Officer

Communication – Regularly inform and communicate with employees and stakeholders. Effective communication increases productivity, benefiting both employees and the municipality. Proper communication techniques can boost employee morale, fostering a positive work atmosphere.

- Service Catalog
- Quarterly Newsletters
- Monthly Wellness Tips
- 60-Day Engagement Interviews
- Exit Interviews (City and School)
- Anniversary and retirement receptions

Recruitment and Selection – Conduct pre-employment or promotional activities to fill all classified positions (excluding Police and School).

- Advertise positions
- Pre-screen candidates and conduct interviews
- Conduct background and reference checks
- Attend job fairs, promoting the City and School



Classification and Compensation – Develop, monitor, and update salary and wage information to maintain an equitable and competitive pay system. Recommend changes in classification and/or pay and departmental reorganization through job studies, and analysis of job content questionnaires, comparative wage, and salary surveys.

- Administer step system
- Develop and update salary schedules
- Conduct position evaluations
- Participate in salary surveys
- Develop job descriptions
- Establish classifications for new positions
- Coordinate salary and position information across departments for budgeting and negotiations

Benefits Administration – Implement and administer employee benefit programs, from development and enrollment to communication and problem-solving (all City).

- Administer insurance programs, including health, dental, life, and long-term disability
- Track and report employee leave and leave banks
- Administer flexible spending accounts
- Educate employees on wellness programs
- Manage Affordable Care Act compliance
- File life and disability claims
- Engage in ADA process
- Conduct presentations for employees nearing retirement to educate them on the process
- Coordinate with NHRS and accounting for the auditing of retiree records
- Provide forecasts for benefits during each budget cycle

Goals and Objectives



Goal #1: Complete Negotiations for five (5) expiring collective bargaining agreements and four (4) individual agreements.

Objectives

- ✓ *Address and resolve outstanding issues related to wages, benefits, and working conditions*
- ✓ *Align the agreement with the organization's goals and financial capabilities*
- ✓ *Comply with all applicable laws and regulations*
- ✓ *Foster a cooperative and collaborative environment between management and labor*

Citywide Goals Addressed

- *Maintain Financial Stability*
- *Meet or Exceed State and Federal Legal/Regulatory Requirements Including Those for a Safe and Healthy Community and Environment*



Goal #2:
Update job descriptions to ensure clarity, efficiency, and alignment with the organization's goals.

Objectives

- ✓ *Ensure that job descriptions include clear pathways for skill development, advancement, and career growth*
- ✓ *Amend descriptions to accommodate any changes in the nature of work due to technological advancements, new processes, or evolving business needs*
- ✓ *Clarify the key responsibilities, expectations, and scope of each role, reducing ambiguity and ensuring that employees understand their duties and how their work impacts the larger team or organization*

Performance Measurements

	FY24	FY25 (Est)	FY26 (Forecast)
# Of Job Descriptions	30	18 (As of February 2025)	25
# Of Employment Opportunity page Views	28,414	24,000 (19,721 as of February 2025)	24,000

Citywide Goals Addressed

- *Meet or Exceed State and Federal Legal/Regulatory Requirements Including Those for a Safe and Healthy Community and Environment*
- *Welcome and Support Diversity in the Workplace and Community*
- *Deliver Services and Programs with Courtesy, Professionalism and Efficiency*

Goal #3: Continue developing supervisors and employees by providing additional training

Objectives

- ✓ Enhance skills and knowledge to improve job performance and efficiency
- ✓ Foster a culture of continuous learning and professional growth
- ✓ Equip supervisors with effective leadership, communication, and conflict resolution skills
- ✓ Strengthen teamwork and collaboration across departments
- ✓ Promote compliance with workplace policies, safety standards, and legal requirements

Citywide Goals Addressed

- *Meet or Exceed State and Federal Legal/Regulatory Requirements Including Those for a Safe and Healthy Community and Environment*
- *Deliver Services and Programs with Courtesy, Professionalism, and Efficiency*

Goal #4: Continuous evaluation of all City Human Resources Polices and SOPs

Objectives

- ✓ Review City HR policies and SOPs to ensure compliance with the law, updating and developing as necessary
- ✓ Policy automation through PowerDMS to ensure compliance with all our employees

Performance Measurement

Policies Reviewed and Updated

	FY24	FY25 (Est)	FY26 (Est)
# Of Policies Reviewed and Updated	6	5 (As of February 2025)	5

Citywide Goals Addressed

- *Meet or Exceed State and Federal Legal/Regulatory Requirements Including Those for a Safe and Healthy Community and Environment*
- *Deliver Services and Programs with Courtesy, Professionalism, and Efficiency*

Goal #5: Provide/Maintain Service Catalog Support Portal for Employees Requests

Objectives

- ✓ Provide a direct line of communication between employees and HR, ensuring that questions and issues are resolved quickly
- ✓ Offer a user-friendly, easy-to-navigate portal, ensuring they feel supported and engaged

Performance Measurement

Requests Received and Resolved

	FY24	FY25 (Est)	FY26 (Est)
# Of Service Catalog Requests	N/A	137 (As of February 2025)	200

Citywide Goal Addressed

- *Deliver Services and Programs with Courtesy, Professionalism, and Efficiency*

Additional Operational Measurements

Recruitment and Retention

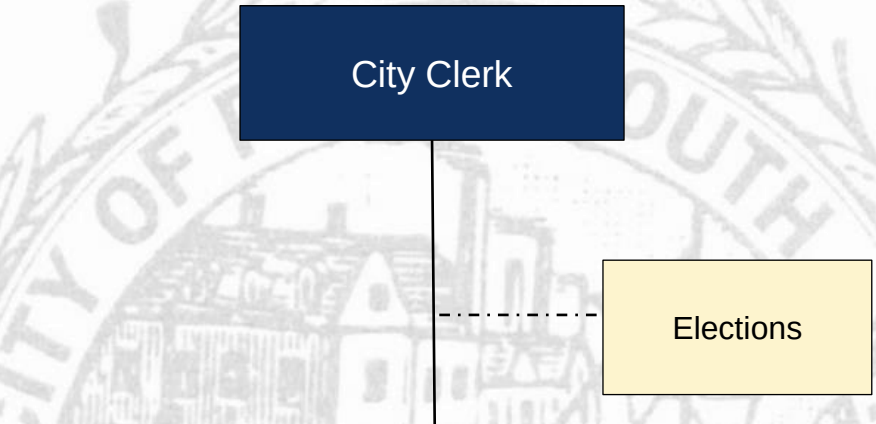
	FY24	FY25 (Est)	FY26 (Est)
# Of Applications Reviewed/Processed-City Only	1,232	822 (As of February 2025)	1,000
# Of Employees Hired Full and Part-Time, includes School	235	170 (As of February 2025)	75
Turnover Rate City-Includes Retirements, Involuntary and Voluntary Terminations	12.5%	9.54% (As of February 2025)	10%
Turnover Rate School-Includes Retirements, Involuntary and Voluntary Terminations	13.3%	13.15% (As of February 2025)	13%

FY26 BUDGETED POSITION AND SALARY DETAIL

	STEP	POSITION	SALARY
HUMAN RESOURCES DEPARTMENT			
NON GRADE 23	4F/8G	HUMAN RESOURCES DIRECTOR	132,944
NON GRADE 18	E	DEPUTY HUMAN RESOURCES DIRECTOR (MID YEAR PROMOTION)	95,167
NON GRADE 15	6D/6E	HUMAN RESOURCES SPECIALIST / RECRUITING AND TRAINING	86,171
NON GRADE 13	F	HUMAN RESOURCES ADMINISTRATOR	80,943
		EDUCATION STIPEND(S)	1,792
		TOTAL DEPARTMENT	**397,017**

		FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
HUMAN RESOURCES DEPARTMENT - BENEFIT ADMINISTRATION					
01-707-104-51-110-405					
011061	INSURANCE REIMBURSEMENT	20,000	26,883	38,000	34,500
021001	INSURANCE-HEALTH	2,138,782	2,138,782	2,209,576	2,301,715
021101	INSURANCE-DENTAL	182,159	155,923	182,805	192,660
021501	INSURANCE-LIFE	19,600	18,741	21,356	20,710
021601	INSURANCE-DISABILITY	35,900	36,812	36,639	37,945
022001	SOCIAL SECURITY	1,240	1,667	2,356	2,139
022501	MEDICARE	290	390	551	500
026002	INSURANCE-WORKERS COMP	188,463	188,463	175,127	189,835
039007	PROFESSION SERVICES-FSA	5,000	4,266	6,500	6,500
054051	EDUCATION	18,000	6,245	15,000	-
HRBENEFITS	**Total**	**2,609,434**	**2,578,172**	**2,687,910**	**2,786,504**
HUMAN RESOURCES DEPARTMENT - ADMINISTRATION					
01-709-610-51-110-405					
011001	REGULAR SALARIES	354,844	353,886	379,049	397,017
015001	LONGEVITY	698	698	1,074	1,432
022001	SOCIAL SECURITY	22,044	20,970	23,568	24,704
022501	MEDICARE	5,155	4,904	5,512	5,778
023001	RETIREMENT	48,105	48,122	51,431	50,802
035002	PROF SERV- SUBSTANCE TEST	3,000	3,122	3,000	3,000
039001	PROFESSIONAL SERVICES	78,000	78,000	78,000	78,000
039004	PROF/SERV-TEST NEW HIRES	7,500	7,572	7,500	7,500
053001	ADVERTISING	1,000	686	1,500	1,250
054050	TRAINING	5,000	3,809	3,000	2,000
055050	PRINTING	500	-	-	-
056001	DUES PROFESSIONAL ORGANIZ	500	448	300	300
057101	TRAVEL AND CONFERENCE	500	643	650	650
061002	MISCELLANEOUS SUPPLIES	1,500	918	1,000	1,000
061003	MEETING SUPPLIES	500	327	300	300
062001	OFFICE SUPPLIES	1,750	2,139	1,750	1,500
062012	RETIREMENT GIFTS	2,000	1,796	4,230	4,500
075001	FURNITURE AND FIXTURES	3,000	-	1,000	500
HR	Total	**535,596**	**528,039**	**562,864**	**580,233**

City Clerk & Elections



Mission

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

City Clerk & Elections

Services Overview

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

Position Summary Schedule

Positions Full Time	FY24	FY25	FY26
City Clerk	1.00	1.00	1.00
Deputy City Clerk II	1.00	1.00	1.00
Administrative Assistant I	1.00	1.00	1.00
Totals Full Time	**3.00**	**3.00**	**3.00**



Did you know?

Did you know the Office of the City Clerk has a preserved "Naturalization Ledger – Years 1840 - 1920?" This ledger may be reviewed by making an appointment with the Office of the City Clerk during its regular business hours.

Department Budget Comments

The FY26 proposed budget for the City Clerk is $332,675, a net decrease of $20,381, or -5.77% from the FY25 Budget due primarily to staffing changes.

Budget Summary of Expenditures

	FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
CITY CLERK				
SALARIES	256,719	257,121	267,989	254,592
OVERTIME	3,500	3,529	3,500	2,000
LONGEVITY	3,140	3,139	3,582	2,507
RETIREMENT	35,632	35,668	37,217	33,035
OTHER BENEFITS	20,148	19,453	21,043	19,821
Contractual Obligations	*319,139*	*318,911*	*333,331*	*311,955*
TRAINING/EDUCATION/CONFERENCES	3,000	4,324	4,000	4,200
PROFESSIONAL ORGANIZATION DUES	400	275	400	620
OTHER OPERATING	15,825	13,463	15,325	15,900
Other Operating	*19,225*	*18,062*	*19,725*	*20,720*
TOTAL	338,364	336,972	353,056	332,675

The proposed FY26 budget for Elections is $125,309, a net increase of $2,772, or 2.26% from FY25. There will be one election in FY26, the Municipal Election. The budget increase is due primarily to the purchase of new voting equipment, programming, service agreements for voting equipment and the Poll Pads, and the addition of printing services of ballots for the Municipal Election. Additional staffing will continue to be used for enhanced efficiencies at the polls and the handling of increased voter participation, processing absentee ballots and the completion of reporting forms.

Budget Summary of Expenditures

	FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
ELECTIONS				
PART-TIME SALARIES	25,000	27,633	30,000	30,000
OVERTIME	8,000	5,217	7,000	3,500
RETIREMENT	1,082	730	5,006	446
OTHER BENEFITS	2,525	2,500	2,831	2,563
Contractual Obligations	*36,607*	*36,080*	*44,837*	*36,509*
TRAINING - ELECTIONS	6,250	2,975	6,250	4,500
OTHER OPERATING	71,600	73,013	71,450	84,300
Other Operating	*77,850*	*75,988*	*77,700*	*88,800*
TOTAL	114,457	112,068	122,537	125,309

Programs and Services

Vital Records and City Documents – Ensure the accurate and efficient production, issuance, certification, preservation and retention of vital records and various documents.

- Birth Certificates
- Marriage Licenses
- Marriage Certificates
- Death Certificates
- Divorce Certificates



File and preserve as required all contracts, bonds, agreements, resolutions, ordinances, policies and other City records.

Licensing – Issue a wide variety of permits and licenses as required by state and local regulations. Some examples include:

- Sidewalk Obstructions
- Event Permits
- Hawker & Peddlers (Vendor's Permits)
- Dog Licenses
- Raffle & Tag Day Permits
- Amusement Devices

City Council



- Maintain City Council Calendar of Meetings
- Create Webinar/Links for meetings
- Publish and post legal notices
- Prepare agendas, action sheets, and digital Council packets
- Upload of various Council documents
- Attend and record all actions and minutes for City Council meetings and Work Sessions

Boards/Commissions/Committees

- Create of appointment and reappointment notifications
- Administer the "Oath of Office" for appointees
- Update and maintain Boards/Commissions/Committees List
- Retrieve notification of resignations and inform the Mayor
- Report and publish vacancies for Boards/Commissions/Committees
- Organize for the Municipal Calendar and Room Reservations
- Ensure that all Boards/Commissions/Committees are in compliance with posting agendas and meeting notices to the website and City Hall lobby.

Elections

Administer and conduct elections in accordance with State, federal and local laws.



- Conduct Election Trainings for all election officials
- Portsmouth continues its leadership in innovation by using the first and only electronic poll book to receive certification from the U.S. Election Assistance Commission (EAC)
- Register voters, assist voters in updating voter registration forms with party affiliation changes, address changes, and name changes
- Record, verify and balance history for all voters that cast ballots in each election
- Preserve voter checklists as required under state statute and permanently safeguard election results for their historical significance

Goals, Objectives, and Performance Measurements

Goal #1: Deployment of new Election Equipment

Objectives

- ✓ Administer successful, transparent and secure elections
- ✓ Expand and implement new technologies for the electoral process
- ✓ Launch a distinctive, efficient, flexible and sustainable voting software solution

Performance Measurements

- ✓ *Establish introductory training sessions for new election equipment*
- ✓ *Enhance of gathering election statistical data and trends*
- ✓ *Implement Election Results Reporting Software*

Citywide Goal Addressed

- *Invite and engage the entire community, especially those traditionally unreached, to increase participation and transparency in government*

Goal #2: Continued consistent and innovative implementation of community and civic engagement

Objectives

- ✓ *Implement a "Top Dog" campaign to promote and encourage early dog licensing*
- ✓ *Maintain statutory requirements and preventive measures pertaining to rabies vaccinations*
- ✓ *Random selection and recognition of the top three dogs to be highlighted in the community*

Performance Measurements

- ✓ *Team up with local businesses in providing goods and/or services for the "Top Dog" Winners*
- ✓ *Create the initiative through the "Top Dog" webpage, City newsletter, and Press Release, and advertisements with renewal information*
- ✓ *Enhance in achieving residents' eagerness in registering their dog with the creation of this program by increasing the number of registrations*

Citywide Goal Addressed

- *Invite and engage the entire community, especially those traditionally unreached, to increase participation and transparency in government*

Goal #3: Continuously Enhance Governmental Materials

Objectives

- ✓ *Maintain Collection of Adopted Resolutions and Ordinance by the City Council*
- ✓ *Maintain Boards, Commissions, and Committees electronic application process*
- ✓ *Reorganize Boards, Commissions, and Committees Directory functionality and expand our community's understanding of the processes and regulations*

Performance Measurement

Website Traffic

	FY22	FY23	FY24	FY25	FY26 (Est)
City Clerk Homepage Unique Page Views	30,446	624	6,158	8,160	8,976
Voting Information Unique Page Views	18,433	181	9,313	9,748	10,723
Total Page Views	82,573	3,477	48,113	28,073	30,880

Citywide Goal Addressed

- *Deliver Services and Programs with Courtesy, Professionalism and Efficiency*

Goal #4: Continue to offer a high quality of customer and professional services to all those we serve

Objectives

- ✓ *Utilize available technologies to meet a wide variety of customer requests*
- ✓ *Communicate effectively and professionally to all customers*
- ✓ *Maintain specialized skills to support community members and individuals seeking our services and assistance*
- ✓ *Provide comprehensive and accurate information to meet customers' needs*

Performance Measurement

Number of Requests Filled

	FY24	FY25	FY26 (Est)
Vital Records	4,853	4,990	5,002
Marriage Licenses	292	300	325
Permits & Licenses	2,728	2,736	2,754

Citywide Goal Addressed

- *Deliver Services and Programs with Courtesy, Professionalism and Efficiency*

Additional Operational Measures

Maintain Professional Participation with International Institute of Municipal Clerks (Member since 1995), New England Association of City and Town Clerks (Member since 1995), and New Hampshire City and Town Clerks Association (Member since 1991)

FY23	FY24	FY25
City Clerk Maintained Status	City Clerk Maintained Status	City Clerk Maintained Status

Voter Statistics

FY23	FY24	FY25
September 13, 2022 State Primary Election Total Registered Voters – 16,362 Percentage Voted – 24%	November 7, 2023 Municipal Election Total Registered Voters – 15,697 Percentage Voted – 36.6%	September 10, 2024 State Primary Election Total Registered Voters – 16,329 Percentage Voted – 28%
November 8, 2022 State General Election Total Registered Voters – 17,673 Percentage Voted – 67%	January 23, 2024 Presidential Primary Total Registered Voters – 16,105 Percentage Voted – 46.9%	November 5, 2024 State General/Presidential Election Total Registered Voters – 18,045 Percentage Voted – 82%

	March 12, 2024 Special State Representative District 21 – Ward One Total Registered Voters – 3,193 Percentage Voted – 11%	

Absentee Ballots Processed

FY23	FY24	FY25
1,896	1,049	2,844

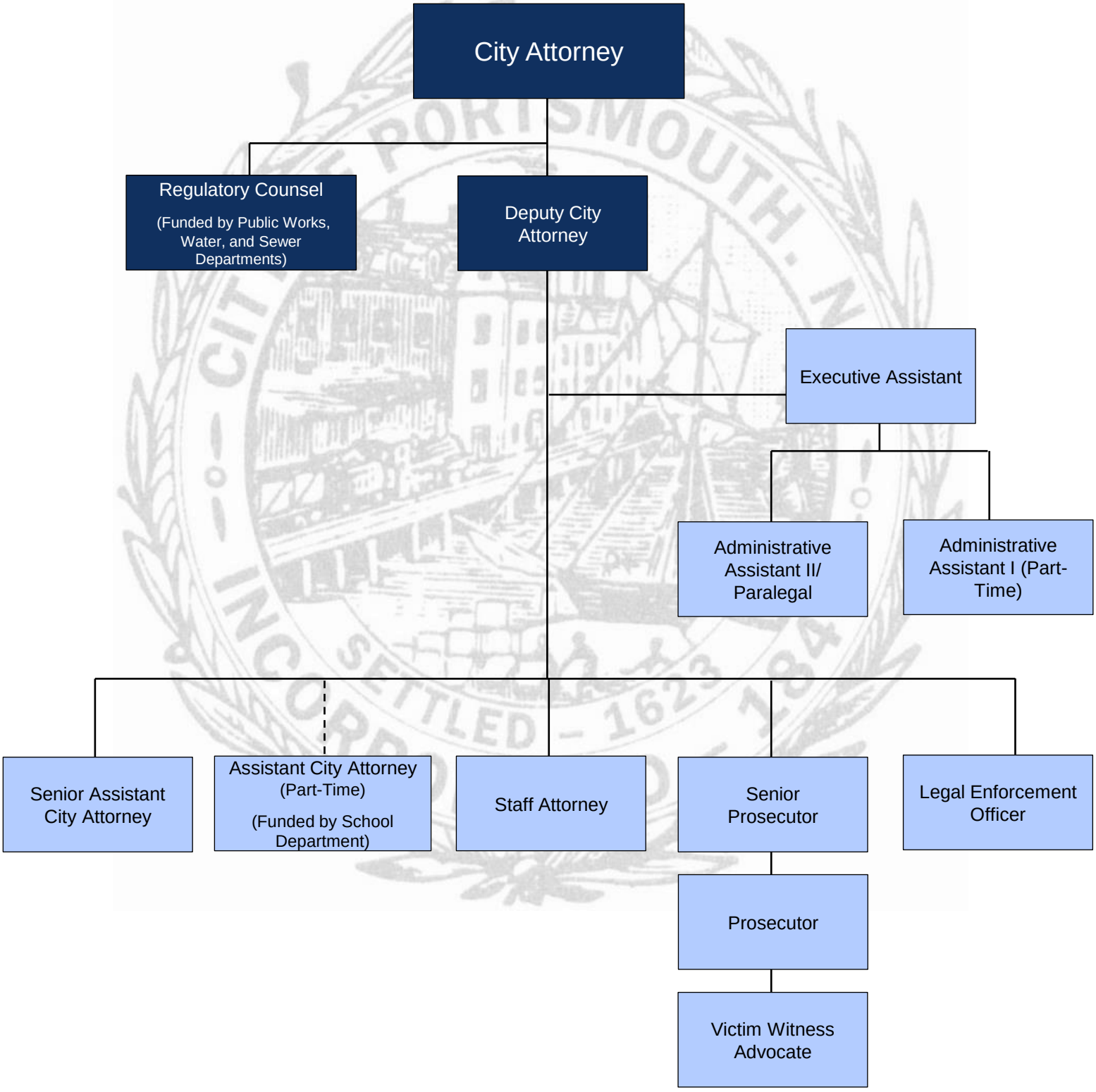
FY26 BUDGETED POSITION AND SALARY DETAIL

	STEP	POSITION	SALARY
CITY CLERK			
NON GRADE 21	H	CITY CLERK	123,706
NON GRADE 13	6B/6C	DEPUTY CITY CLERK II	70,960
NON GRADE 9	C	ADMINISTRATIVE ASSISTANT I	59,926
		TOTAL DEPARTMENT	**254,592**

		FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
CITY CLERK					
01-712-105-51-110-401					
011001	REGULAR SALARIES	256,719	257,121	267,989	254,592
014041	OVERTIME	3,500	3,529	3,500	2,000
015001	LONGEVITY	3,140	3,139	3,582	2,507
022001	SOCIAL SECURITY	16,328	15,766	17,054	16,064
022501	MEDICARE	3,820	3,687	3,989	3,757
023001	RETIREMENT	35,632	35,668	37,217	33,035
043027	REPAIRS-OFFICE EQUIPMENT	500	1,868	500	200
053001	ADVERTISING	10,000	8,752	10,000	10,000
054050	TRAINING	1,000	651	1,000	1,200
055002	BOOKBINDING	1,500	-	1,500	1,500
056001	DUES PROFESSIONAL ORGANIZ	400	275	400	620
057101	TRAVEL AND CONFERENCE	2,000	3,673	3,000	3,000
057102	TRAVEL REIMBURSEMENT	-	54	-	-
062001	OFFICE SUPPLIES	2,000	794	1,500	1,000
062021	STUDENT GOVERNMENT DAY	-	-	-	1,500
067001	BOOKS & PERIODICALS	425	389	425	-
068007	MATERIALS-LICENSES	1,400	1,606	1,400	1,700
Clerk	Total	**338,364**	**336,972**	**353,056**	**332,675**
ELECTIONS					
01-713-106-51-110-401					
012001	PART TIME SALARIES	25,000	27,633	30,000	30,000
014041	OVERTIME	8,000	5,217	7,000	3,500
022001	SOCIAL SECURITY	2,046	2,026	2,294	2,077
022501	MEDICARE	479	474	537	486
023001	RETIREMENT	1,082	730	5,006	446
039002	PROF/SERVICES- WARD	35,500	37,968	35,500	35,500
043013	REPAIRS-VOTING	15,000	15,328	22,000	31,300
053001	ADVERTISING	500	103	450	-
054050	TRAINING	6,250	2,975	6,250	4,500
055050	PRINTING	5,500	4,928	-	7,000
061003	MEETING SUPPLIES	12,100	10,424	10,000	7,000
062001	OFFICE SUPPLIES	3,000	4,262	3,500	3,500
Election	Total	**114,457**	**112,068**	**122,537**	**125,309**

NOTE: THERE WILL BE ONE ELECTION IN FY26, MUNICIPAL ELECTION ON NOVEMBER 4, 2025.

Legal Department



Mission

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

Legal

Services Overview

- ✓ Advise and represent all City Departments and officials in all matters of a legal nature
- ✓ Interpret all local, State, and federal laws, statutes, regulations, and ordinances
- ✓ Prepare, review and approve legal documents to which the City is a party
- ✓ Support meetings of public bodies, including City Council, subcommittees and commissions, and land use Boards
- ✓ Prepare ordinances
- ✓ Collect debts due to the City
- ✓ Conduct Circuit Court prosecutions
- ✓ Prepare deeds and easements
- ✓ Provide zoning enforcement services

Did you know?

Did you know that the Legal Department staff attend over 200 Council, Board, and Commission meetings annually?

Position Summary Schedule

Positions Full Time	FY24	FY25	FY26
City Attorney	1.00	1.00	1.00
Deputy City Attorney	1.00	1.00	1.00
Senior Assistant City Attorney	0.64	0.64	0.64
Senior Prosecutor	-	1.00	1.00
Prosecutor Supervisor	1.00	-	-
Staff Attorney	1.00	1.00	1.00
Prosecutor	1.00	1.00	1.00
Legal Enforcement Officer	-	0.50	0.50
Zoning Enforcement Officer	0.50	-	-
Executive Assistant	-	1.00	1.00
Administrative Assistant II/Paralegal	-	1.00	1.00
Administrative Assistant II	1.00	-	-
Victim Witness Advocate	1.00	1.00	1.00
Totals Full Time	**8.14**	**9.14**	**9.14**
Positions Part-Time	**FY24**	**FY25**	**FY26**
Of Counsel	1.00	1.00	-
Admin Assistant II / Paralegal	1.00	-	-
Administrative Assistant I	1.00	1.00	1.00
Assistant City Attorney (Position is funded by the School Department)	1.00	-	-
Totals Part Time	**4.00**	**2.00**	**1.00**

Department Budget Comments

The FY26 proposed budget for the Legal Department totals $1,127,444, an increase of $32,245 or 2.94% over FY25 due primarily to staffing changes made in FY25, as well as the addition of funding for Outside Counsel and Records Storage.

Budget Summary of Expenditures

	FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
LEGAL DEPARTMENT				
SALARIES	669,766	584,374	744,162	816,036
PART-TIME SALARIES	153,253	135,155	123,061	45,540
OVERTIME	-	-	2,500	2,500
LONGEVITY	2,075	1,144	2,070	2,070
RETIREMENT	97,740	85,939	101,303	104,627
OTHER BENEFITS	67,004	56,843	66,692	66,260
Contractual Obligations	*989,838*	*863,456*	*1,039,788*	*1,037,033*
TRAINING/EDUCATION/CONFERENCES	8,100	4,763	7,500	7,500
CONTRACTED SERVICES	32,000	106,342	31,000	61,000
PROFESSIONAL ORGANIZATION DUES	6,355	5,432	6,535	6,535
OTHER OPERATING	11,376	11,781	10,376	15,376
Other Operating	*57,831*	*128,318*	*55,411*	*90,411*
TOTAL	1,047,669	991,774	1,095,199	1,127,444

In FY25, the Department's Paralegal hours were increased, from 30 hours per week to full-time. The Paralegal assists in processing Right to Know requests, supports litigation matters, including the Board of Tax and Land Appeals, and generates the Department's payroll. The Administrative Assistant was recently upgraded from 25 hours per week to 30 hours per week, handling public inquiries and visitors, and providing support for the Coakley Landfill Group, the Governance Committee, the Cemetery Committee, and the African Burying Ground Committee by preparing meeting notices, agendas, and minutes. This position also supports the processing of bankruptcy claims, liquor review requests, and community event requests.

The Department's Executive Assistant has added two critical functions to her responsibilities, taking over the application and reporting for the VAWA and VOCA Grants that fund the Legal Department's Victim/Witness Advocate. She has also taken on the role of program administrator, overseeing the implementation of the Department's new digital case management system, High Q, which will assist with the Department's ability to meet the increasing demands for its services more efficiently and to maintain its work product and records electronically.

The remaining increases in the budget are due to contractual obligations for step increases for existing staff. Increases have been partially offset by savings in other areas such as the unfunding of the Of Counsel position and a further delay in hiring a Prosecutor/Staff Attorney.



Programs and Services

Legal Advice and Representation - The City Legal staff is comprised of the City Attorney, Deputy City Attorney, Senior Assistant City Attorney, and Staff Attorney, along with part-time assistance from the Department's Regulatory Counsel. These attorneys provide a wide range of legal advice and representation to the City Council, all its Committees, the City Manager, all City departments (including Charter departments), officers, employees, and members of all City boards and commissions concerning issues related to their official powers and duties. These duties include the following:

- Represent the City in litigation as needed
- Interpret laws, statutes, regulations, and ordinances
- Monitor proposed legislation and advise the Legislative Subcommittee
- Prepare, review, and approve contracts, agreements, bid documents, leases, bonds, easements, covenants, and other legal documents to which the City is a party
- Advise on the legality of proposed ordinances and assist with the drafting of new ordinances
- Assist in the collection of debts due to the City
- Provide legal compliance services, including Zoning and Code Enforcement Actions
- Coordinate and respond to public record requests
- Support all City departments as requested or required in the implementation of their legal obligations
- Attend meetings of elected and appointed public bodies
- Maintain an open-door policy with respect to City Officials and citizens alike

Criminal Prosecution **-** The Prosecution Unit consists of one part-time contract attorney and one full-time attorney who represent the Portsmouth Police Department in Circuit Court, prosecuting misdemeanors, violations, and city ordinance cases. Effective January 1, 2024, the Unit's attorneys also handle felony arrests at arraignment, bail hearings, and probable cause hearings. In addition, these attorneys represent the Police Department at Administrative License Suspension (ALS) Hearings held at the DMV in Driving While Intoxicated cases. These duties include the following:

- Attend all hearings throughout the criminal prosecution
- Interpret laws, statutes, case law, regulations and ordinances, and provide legal advice to the Department
- Review police reports and criminal complaints, ensuring cases are charged properly and supported by sufficient evidence
- Prepare and respond to legal pleadings, draft plea offers, and other correspondence
- Communicate with defense attorneys and *pro se* defendants to negotiate resolutions of cases after obtaining input from officers and victims
- Draft and disseminate subpoenas, prepare discovery, and fulfill Constitutional discovery obligations

The Prosecution Unit also employs a full time Victim/Witness Advocate who supports victims and witnesses and ensures the Unit's compliance with the Victim Bill of Rights, RSA 21-M:8-k. The Advocate's duties include: updating victims of case status, explaining the legal process and reviewing the terms of proposed plea offers with victims and obtaining their input; providing resources and other community services that victims and witnesses may require; providing referrals to other agencies including the State's Victim Compensation Program; and assisting in preparing victims for trial and attending court with victims.

Goals and Objectives

Goal #1: Provide the greatest possible scope of legal services of both an advisory and a representative nature to all departments, officials and employees of the City, including the charter departments (Police, School and Fire), with Courtesy, Professionalism, and Efficiency

Objectives

- ✓ *Provide each department with any legal services, in the most efficient, timely, and cost-effective manner possible*
- ✓ *Conduct satisfactory settlement of litigation pending against the City*
- ✓ *Increase Legal Department expertise in all areas of law*
- ✓ *Avoid the filing of new litigation against the City by providing timely and competent legal advice before issues become lawsuits*
- ✓ *Initiate code enforcement activities when necessary*

Performance Measurements

Average Score on annual survey of City Department Heads
(on a scale from 1 to 5, with 5 being the highest level of satisfaction)

	FY23	FY24	FY25 (Est)	FY26 (Projection)
Knowledge of Legal Staff	5.0	4.7	4.9	5.0
Availability of Legal Staff	4.2	4.2	4.8	5.0
Response time commensurate with priority of issue	4.5	4.25	4.7	5.0
Adherence to ethical standards	5.0	5.0	5.0	5.0
Overall Satisfaction	4.7	4.85	5.0	5.0

- *Continue the implementation of a case management system to provide more consistent and efficient services to all departments*
- *Manage Tax Abatement Appeals with Assessing Office*
- *Provide training to Departments on public records requests*
- *Provide training to Boards and Committees on Right to Know law*
- *Draft ordinances for the Governance Committee*
- *Draft and review Zoning ordinances for and with the Planning Department*
- *Monitor ongoing litigation against the City handled by Primex*
- *Support Parking Traffic and Safety Committee*
- *Support Special Events Coordination, draft encumbrance licenses, review applications for encumbrance permits for Certificates of Insurance*
- *Support Liquor Review Committee*

Citywide Goals Addressed

- *Maintain Financial Stability*
- *Enhance the Supply of Housing Choices, especially the supply of below market rate housing*
- *Meet or exceed State and Federal Legal/Regulatory Requirements Including those for a Safe and Healthy Community and Environment*
- *Deliver Services and Programs with Courtesy, Professionalism, and Efficiency*
- *Protect the Community through Fire Protection and Crime Prevention for its Residents and Businesses*

Goal #2: Ensure compliance with the obligations of RSA 91-A, the Right-To-Know law

Objectives

- ✓ *Provide public access to governmental records*
- ✓ *Continuously work on improving communication and responsiveness to the public*
- ✓ *Provide advice to all departments regarding their obligations under the Right to Know law*

Performance Measurements

Provide an initial response within five days for 100% of Right-To-Know requests and seek to follow-up within 30-90 days, depending on the nature of the request.

	FY23	FY24	FY25 (Est.)	FY26 (Projection)
RTK Requests responded to	108	130	188	200

- *Process requests for public records*
- *Provide training to staff regarding public records requests*
- *Provide training to Boards and Committees regarding the Right to Know law*
- *Maintain an open door policy to enhance collaboration, consistency, effective communication, responsiveness and trust*

Citywide Goals Addressed

- *Deliver Services and Programs with Courtesy, Professionalism, and Efficiency*
- *Meet or exceed State and Federal Legal/Regulatory Requirements Including those for a Safe and Healthy Community and Environment*

Goal #3: Provide the highest quality of legal services to all Departments, officials, and employees of the City, including the Charter Departments (Police, School, and Fire), with Courtesy, Professionalism, and Efficiency.

Objectives

- ✓ *Maintain an open door policy to enhance collaboration, consistency, effective communication, responsiveness and trust*
- ✓ *Adherence to ethical standards*
- ✓ *Efficiently utilize legal expertise to provide high quality work and legal advice*

Performance Measurements

- *Attend all Council meetings; promptly return all phone calls and communications and attend Board and Committee meetings as needed*
- *Meet with the City Manager and her staff, as well as staff from all other Departments, as needed*
- *Maintain a Case Management system, High Q, that permits better collaboration with City Departments and more efficient management of resources*

Citywide Goals Addressed

- *Deliver Services and Programs with Courtesy, Professionalism, and Efficiency*
- *Meet or exceed State and Federal Legal/Regulatory Requirements Including those for a Safe and Healthy Community and Environment*
- *Maintain Financial Stability*

Goal #4: Work with Portsmouth's Legislative Delegation to monitor legislative activity in the New Hampshire General Court

Objectives

- ✓ *Work with the City Council and the Legislative Subcommittee to monitor developments of key legislative initiatives in the State Legislature and to communicate the impacts of the legislation on Portsmouth*
- ✓ *Work with the Coalition Communities and continue to update the City Council on developments related to education funding in the State*

Performance Measurements

- *Annually review approximately 1,000 proposed bills and track approximately 70 of those on legislative issues of interest to the City*
- *Prepare testimony for the Legislative Subcommittee*
- *Attend monthly meetings of the Public Policy Committee of the Chamber Collaborative*
- *Attend monthly meetings of the Education Coalition Community 2.0 and report on status to the City Council*
- *Attend the New Hampshire Municipal Association bi-annual policy conference*
- *Attend the annual NHMA meeting with the Mayor*
- *Report on legislative issues to the Economic Development Commission*

Citywide Goals Addressed

- *Deliver Services and Programs with Courtesy, Professionalism, and Efficiency*
- *Meet or exceed State and Federal Legal/Regulatory Requirements Including those for a Safe and Healthy Community and Environment*

Goal #5: Provide the highest level of public safety and victim services.

Objectives

- ✓ Represent the Portsmouth Police Department in criminal prosecutions in Circuit Court
- ✓ Provide support for victims of crime
- ✓ Ensure compliance with the victim's Bill of Rights
- ✓ Seek alternative sentencing dispositions that compliment the Department's Community Policing Policies
- ✓ Provide in-house and regional trainings to law enforcement

Performance Measurements

	FY24	FY25 (Est.)	FY26 (Projection)
Arrests	968	985	1000
VAWA Victims	180	190	200

VOCA Victims	176	180	195
Dispositions	427	450	500
Average Case Load	189	230	300

- *Meet all of the objectives listed above*
- *Develop and present training programs*
- *Plan a training for DWI testimony*
- *Reduce pending case loads with continued early case review and resolution*
- *Maintain case management system (PbK) to advance effective prosecutions and documentation of case work*
- *Meet requirements for award of both VOCA and VAWA Grant funding*

Citywide Goals Addressed

- *Protect the Community through Fire Protection and Crime Prevention for its Residents and Businesses*
- *Deliver Services and Programs with Courtesy, Professionalism, and Efficiency*
- *Meet or exceed State and Federal Legal/Regulatory Requirements Including those for a Safe and Healthy Community and Environment*

Goal #6: Provide quality legal review of all documents legally binding the City of Portsmouth.

Objectives

✓ Ensure effective legal protection for the City through review of contracts, easements, site plans, and other legal documents

✓ Avoid unnecessary litigation

✓ Save the City money using in-house attorneys

Performance Measurements

	FY23	**FY24**	**FY25 (Est)**	**FY26 (Projection)**
Contracts reviewed or drafted	97	125	130	140
Bids/RFPs/RFQs reviewed or drafted	49	54	60	70

- *Respond to City Council and other requests in as timely a manner as possible*
- *Review proposed Ordinances for legal compliance*
- *Provide counsel to the Governance Committee and efforts to update the City Ordinances*
- *Support Special Events Coordination, draft encumbrance licenses, and review applications for encumbrance permits for Certificates of Insurance*

Citywide Goals Addressed

- *Deliver Services and Programs with Courtesy, Professionalism, and Efficiency*
- *Meet or exceed State and Federal Legal/Regulatory Requirements Including those for a Safe and Healthy Community and Environment*

FY26 BUDGETED POSITION AND SALARY DETAIL

	STEP		POSITION	SALARY
LEGAL DEPARTMENT				
NON GRADE 27	E		CITY ATTORNEY	157,639
NON GRADE 23	D		DEPUTY CITY ATTORNEY	123,914
NON GRADE 21	G	②	SENIOR ASSISTANT CITY ATTORNEY	77,620
NON GRADE 19	E		SENIOR PROSECUTOR	107,121
NON GRADE 17	E		STAFF ATTORNEY	97,233
NON GRADE 17	B		PROSECUTOR (Budgeted for 50% of FY26)	41,997
PMA GRADE 15	G	⑬	LEGAL ENFORCEMENT OFFICER	45,358
NON GRADE 13	E		EXECUTIVE ASSISTANT	80,141
NON GRADE 11	E		ADMINISTRATIVE ASSISTANT II / PARALEGAL	72,766
NON GRADE 7	E	*	VICTIM WITNESS ADVOCATE	60,219
			EDUCATION STIPEND(S)	1,792
			FY26 PROJECTED GRANT/EXTERNAL FUNDING	(49,764)
			TOTAL FULL TIME	**816,036**
NON GRADE 9	9C/3D		ADMINISTRATIVE ASSISTANT I (30HRS/WK)	45,540
			TOTAL PART TIME	**45,540**
			TOTAL DEPARTMENT	**861,576**
PERSONNEL NON FUNDED FOR FY26				
NON GRADE 23	H		PART TIME OF COUNSEL (8HRS/WK)	0

FOR TOTAL SALARY, PLEASE SEE PERSONNEL SUMMARY SECTION OF THE BUDGET

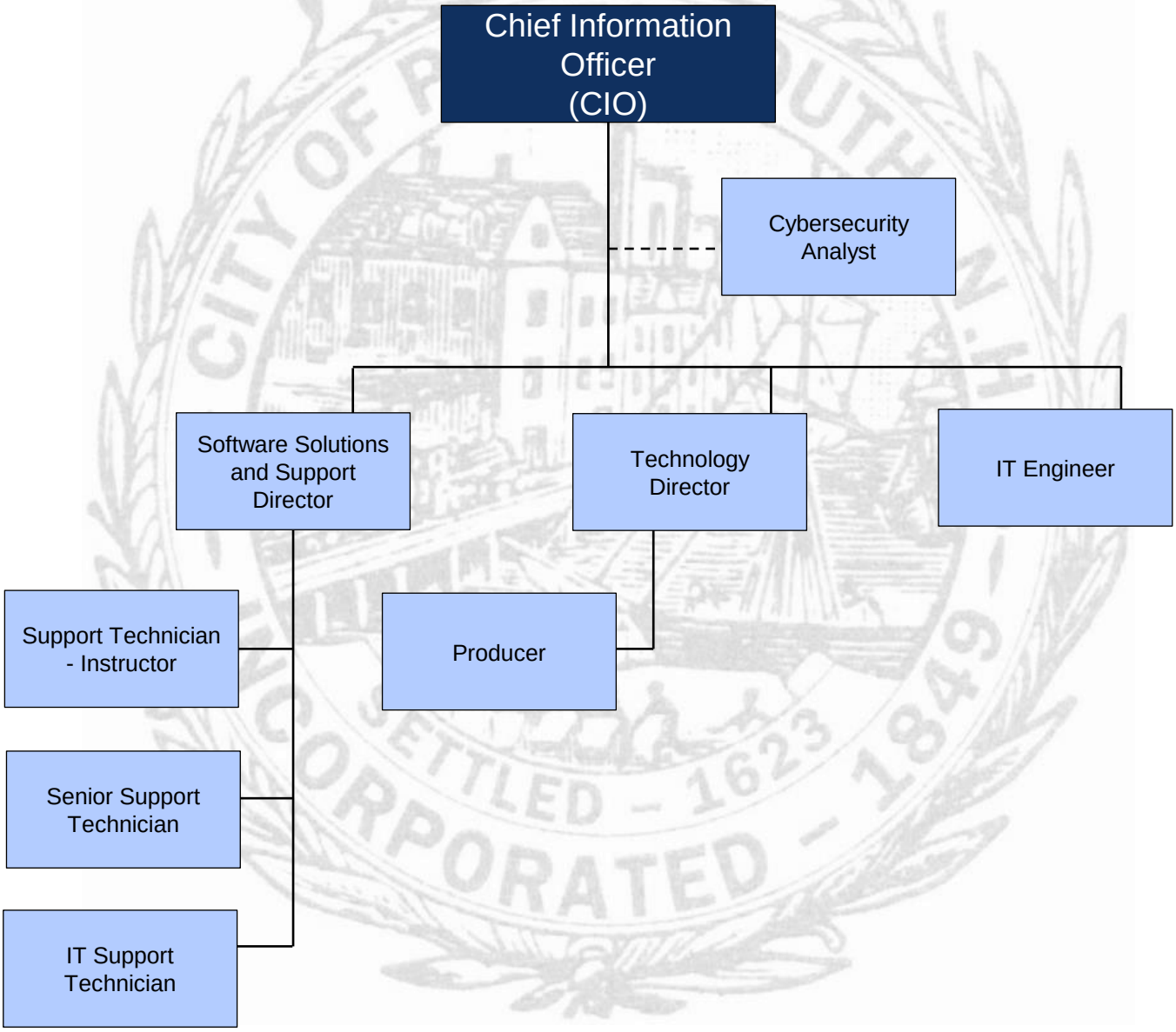
② 64% LEGAL, 36% PARKING

⑬ 50% LEGAL, 50% PARKING

* PARTIALLY GRANT FUNDED

		FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
LEGAL DEPARTMENT					
01-715-107-51-110-404					
011001	REGULAR SALARIES	669,766	584,374	744,162	816,036
012001	PART TIME SALARIES	153,253	135,155	123,061	45,540
014041	OVERTIME	-	-	2,500	2,500
015001	LONGEVITY	2,075	1,144	2,070	2,070
022001	SOCIAL SECURITY	54,304	46,065	54,051	53,701
022501	MEDICARE	12,700	10,777	12,641	12,559
023001	RETIREMENT	97,740	85,939	101,303	104,627
032001	PROF SERVICES-O/S COUNSEL	30,000	106,125	30,000	60,000
032004	PROF SERVICES-COURT FEES	2,000	217	1,000	1,000
034103	TELEPHONE	1,000	157	-	-
053001	ADVERTISING	-	650	-	-
054050	TRAINING	6,000	4,085	6,000	6,000
055050	PRINTING	400	175	400	400
056001	DUES PROFESSIONAL ORGANIZ	6,355	5,432	6,535	6,535
057101	TRAVEL AND CONFERENCE	2,100	678	1,500	1,500
062001	OFFICE SUPPLIES	3,500	3,264	3,500	3,500
067001	BOOKS & PERIODICALS	5,476	1,611	5,476	5,476
069012	RECORDS STORAGE	-	-	-	5,000
075001	FURNITURE AND FIXTURES	1,000	5,924	1,000	1,000
Legal	Total	**1,047,669**	**991,774**	**1,095,199**	**1,127,444**

Information Technology Department



Mission

The Information Technology Department (IT) is focused on advancing technology across all departments to improve service to citizens and maximize the productivity and effectiveness of City departments. IT continuously improves the security posture of all systems. IT supports City operations by providing access to reliable, safe and secure network/communications environment and systems. IT provides users with support and training in the use of information technology to maximize the benefits of IT investments.

Information Technology

Services Overview

- ✓ Information Technology
- ✓ Government Access Television Channel

Did you know?

The City of Portsmouth's website received over 2.6 million visitors in the last 12 months?

Visit the City's website at its new address portsmouthnh.gov.

Position Summary Schedule

Positions Full Time	FY24	FY25	FY26
Chief Information Officer	1.00	1.00	1.00
Cybersecurity Analyst	-	-	0.20
IT Engineering Supervisor	1.00	1.00	-
IT Engineer	-	-	1.00
Technology Director	1.00	1.00	1.00
Softw are Solutions and Support Director	-	1.00	1.00
Softw are Solutions Director	1.00	-	-
Senior Support Technician	-	2.00	1.00
Support Technician - Instructor	1.00	1.00	1.00
Support Technician	2.00	-	1.00
Producer	1.00	1.00	1.00
Totals Full Time	**8.00**	**8.00**	**8.20**

Department Budget Comments

The FY26 proposed budget for the Information Technology (IT) Department is $1,686,476. This is a decrease of $5,398, or 0.3% less than FY25.



The IT team is now well-positioned to manage daily operations, implement long-term strategies, and deliver support across all municipal departments. With the rise in cyber incidents, we continue to proactively implement new security measures and collaborate across departments to mitigate risks with the proposed Cybersecurity Analyst.

The ongoing migration of internally hosted services to the cloud has reduced reliance on, and the necessary maintenance of, physical hardware. Cloud solutions introduce variable subscription-based costs while reducing capital expenditure on hardware. Cloud-based solutions offer increased scalability, enhanced security, and improved efficiency, making IT operations more flexible while bolstering overall system reliability and uptime.

Budget Summary of Expenditures

	FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
INFORMATION TECHNOLOGY DEPARTMENT				
SALARIES	719,283	666,335	826,855	815,922
LONGEVITY	1,395	1,395	1,791	1,791
RETIREMENT	97,508	90,445	112,116	104,258
OTHER BENEFITS	55,132	49,444	63,391	62,555
Contractual Obligations	*873,318*	*807,620*	*1,004,153*	*984,526*
TRAINING/EDUCATION/CONFERENCES	30,000	23,980	31,500	31,500
CONTRACTED SERVICES	540,440	495,877	511,681	516,350
SOFTWARE/COMPUTER MAINTENANCE	450,178	552,308	116,600	111,600
OTHER OPERATING	29,440	41,818	27,940	42,500
Other Operating	*1,050,058*	*1,113,982*	*687,721*	*701,950*
TOTAL	1,923,376	1,921,602	1,691,874	1,686,476

Outside IT support remains a critical component of our hybrid strategy. The Department leverages Tier 3 outside technical contractors specializing in virtualization, cybersecurity, and cloud architecture to provide advanced support and strategic guidance. These experts provide invaluable assistance resolving complex technical challenges, guiding the Department through major IT initiatives such as network infrastructure upgrades and cloud migrations while training the in-house team to provide ongoing routine support. This targeted use of external expertise ensures our team remains at the forefront of technological advancements and allows us to address specialized needs without the ongoing expense of full-time specialists.

The IT Department is committed to meeting citizens' and employees' digital demands, strengthening cybersecurity, and ensuring compliance with evolving regulations. Our focus will remain on creating a scalable, resilient, and secure IT environment that can adapt to the needs of City Departments while maintaining high availability and performance.

Programs and Services

Information Technology – Serve all City Departments by offering consulting, technical support, maintenance services, and application training.

- Network Infrastructure: Proactively monitor, maintain, and improve the City's network infrastructure to minimize institutional risk, optimize performance, and ensure business continuity.
- Cybersecurity: Implement robust security measures to protect the City's network and data from cyberattacks and unauthorized access.
- Application Support: Provide comprehensive support for all City software applications, including troubleshooting, maintenance, and user training.
- Data Management: Utilize local and cloud-based data backups, ensuring completeness and ability for restoration.
- Disaster Recovery: Maintain a fully functional disaster recovery location for mission-critical applications, guaranteeing business continuity in case of primary site outage.
- Application Management & Consulting: Collaborate with Departments to identify opportunities for process improvement through new applications and technologies.
- Telecommunications: Administer and support the City's telephone needs, ensuring reliable communication for all Departments.
- Mobile Device Management: Deploy, support, and manage mobile devices for City staff, ensuring secure access to City resources and policy compliance.

Public Communication and On-Line Services – Facilitate and administer e-government services to the residents of Portsmouth via local cable broadcasts. IT plays a critical role in advancing channels of communication among the City Council, City staff and the citizens of Portsmouth.

- Website & Web Services: Partner with the Director of Communications and Community Engagement in development, maintenance, and enhancement of the City's website, ensuring accessibility, user-friendliness, and up-to-date information. Manage and support other web services across departments.
- Online Payments: Support secure online payment platforms for various City services, providing convenient options for residents.
- Webcasts and Government Access Television (Channel 22): Support, maintain, and publish webcasts and broadcasts of City meetings and functions on Channel 22, ensuring transparency and public access.

Goals and Objectives

Goal #1: Improve network performance and reliability

Objectives

- ✓ Strengthen network monitoring capabilities to proactively detect and resolve technical issues before they impact users
- ✓ Improve network resiliency by incorporating redundancy for continuity of operations
- ✓ Ensure internet bandwidth scales with demand as more critical applications transition to cloud-based environments
- ✓ Maintain a modern, up-to-date network infrastructure by ensuring all network components align with current technology standards

Performance Measurement

Network Unplanned Downtime

FY24	*FY25*	*FY26*
Establish baseline	*Document improvement in network performance and reliability* *FY25 Average Network Uptime: 99.76%*	*Goal of 99.99% Network Uptime*

Demonstrate continuous improvement each year with a long-term goal of achieving 99.99% uptime.

Citywide Goals Addressed

- *Maintain and improve infrastructure to meet the needs of the community*
- *Meet or exceed State and federal legal/regulatory requirements including those for a safe and healthy community and environment*

Goal #2: Increase use of technology by City Council, Boards, Commissions, and Committees

Objectives

- ✓ Improve efficiencies in distribution of meeting material
- ✓ Advance sustainable practices through paper reduction
- ✓ Increase transparency and public participation through technology

Performance Measurements

- *Feedback from City Council, Boards, Commissions, and Committees*
- *Feedback from the Portsmouth community*

Citywide Goal Addressed

- *Integrate sustainability, resilience, and climate change mitigation actions throughout City government and community*

Goal #3: Continuous training of all IT staff

Objectives

- ✓ IT staff will be knowledgeable and skilled in new technologies as they emerge
- ✓ Strengthen in house technical skills to control reliance on outside consultants
- ✓ Implement a succession planning strategy to cultivate future IT leaders and ensure business continuity
- ✓ Ensure staff retention by promoting professional development, career advancement opportunities, and a positive work environment

Performance Measurement

Technical knowledge advancement and 100% participation in technical training

FY24	*FY25*	*FY26*
100% of IT staff attended at least 1 technical training session.	*100% of IT staff attended at least 1 technical training session.*	*Strive for 100% compliance w/in budget limitations*

Citywide Goals Addressed

- *Maintain and improve infrastructure to meet the needs of the community*
- *Meet or exceed State and Federal legal/regulatory requirements including those for a safe and healthy community and environment*

Goal #4: Improve response time of support requests

Objectives

- ✓ Ensure tickets are resolved in a timely manner
- ✓ Improve communications between support technicians and users
- ✓ Deploy tools necessary to support the speedy resolution of issues
- ✓ Build robust knowledge base of end user self-service documentation
- ✓ Collect data including volume, type and time to resolution of tickets
- ✓ Formulate baseline metrics for performance measurement

Performance Measurement

Demonstrate continual improvement in our ability to resolve tickets in a timely manner with high user satisfaction

FY25	*FY26*
2221 Tickets Received *Average Resolution Time: 23h 51m* *Ticket Resolution Service Level Agreement Compliance: 91.72%*	*Goal of 18 Hour Average Resolution Time and* *95% Ticket Resolution Service Level Agreement Compliance*

Citywide Goals Addressed

- *Maintain and improve infrastructure to meet the needs of the community*
- *Meet or exceed State and Federal legal/regulatory requirements including those for a safe and healthy community and environment*

Goal #5: Leverage technology to improve citizen's experience working with all City Departments and enabling open lines of communication between the City and citizens

Objectives

- ✓ Work with all departments to advance citizen facing applications
- ✓ Partner with Director of Communications & Community Engagement to enhance technology enabled communication between the City and citizens

Performance Measurement

City Staff Satisfaction Survey

FY24	*FY25*	*FY26*
Develop surveys	*Issue survey, analyze results and initiate discussion to meet demand* *Overall Satisfaction* *Very Satisfied: 77.8%* *Somewhat Satisfied: 20.4%*	*Increase City Staff 'Very Satisfied' to 90%*

Citywide Goal Addressed:

- *Maintain and Improve Infrastructure to meet needs of the Community*

Goal #6: Manage projects effectively and efficiently

Objectives

- ✓ Collaborate with departments to assess their technological needs, explore potential solutions, and provide guidance to department heads to facilitate informed decision-making
- ✓ Ensure professional, inclusive, and transparent project management practices, fostering clear communication and accountability throughout the project lifecycle
- ✓ Maintain high-quality technical documentation, including user guides and job aids, to support staff and improve system usability

Citywide Goals Addressed

- *Maintain and Improve Infrastructure to meet needs of the community*
- *Meet or exceed State and Federal legal/regulatory requirements including those for a safe and healthy community and environment*

FY26 BUDGETED POSITION AND SALARY DETAIL

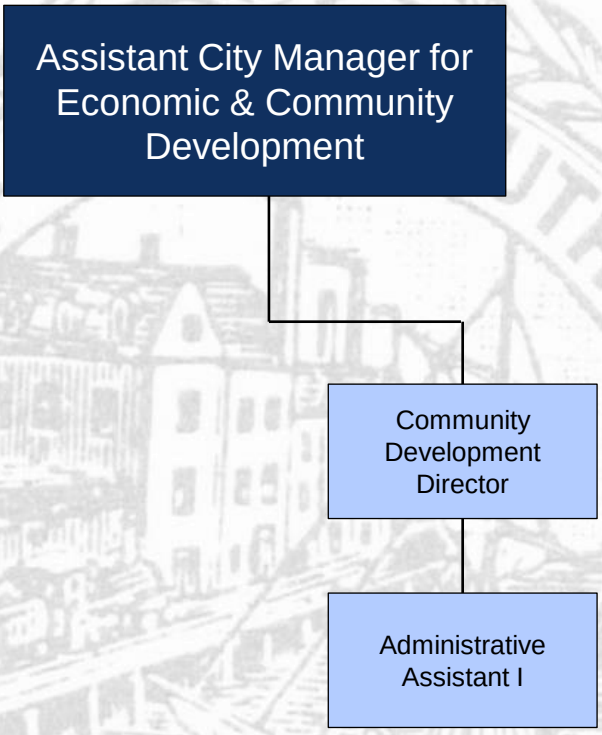
INFORMATION TECHNOLOGY DEPARTMENT

	STEP		POSITION	SALARY
NON GRADE 27	E		CHIEF INFORMATION OFFICER	157,639
NON GRADE 24	E	⑲	CYBERSECURITY ANALYST	27,297
NON GRADE 21	7B/5C		IT ENGINEER	104,069
PMA GRADE 17	H		TECHNOLOGY DIRECTOR	101,923
PMA GRADE 17	E		SOFTWARE SOLUTIONS AND SUPPORT DIRECTOR	97,234
PMA GRADE 16	E		SENIOR SUPPORT TECHNICIAN	92,648
PMA GRADE 15	1B/11C		SUPPORT TECHNICIAN - INSTRUCTOR	79,749
PMA GRADE 15	3.5B/8.5C		IT SUPPORT TECH	78,954
PMA GRADE 11	6D/6E		PRODUCER	71,033
			EDUCATION STIPEND	5,376
			TOTAL DEPARTMENT	**815,922**

⑲ 20% IT, 20% POLICE, 20% SCHOOL, 20% WATER, 20% SEWER

		FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
INFORMATION TECHNOLOGY DEPARTMENT					
01-717-204-51-110-411					
Administration					
011001	REGULAR SALARIES	719,283	666,335	826,855	815,922
015001	LONGEVITY	1,395	1,395	1,791	1,791
022001	SOCIAL SECURITY	44,682	40,072	51,376	50,698
022501	MEDICARE	10,450	9,372	12,015	11,857
023001	RETIREMENT	97,508	90,445	112,116	104,258
034104	CELLULAR PHONES	25,440	33,986	25,440	40,000
034204	OUTSIDE IT SUPPORT	540,440	495,877	511,681	516,350
034206	SOFTWARE-ANNUAL MAINT	100,000	96,771	116,600	111,600
054050	TRAINING	-	-	30,000	30,000
057101	TRAVEL AND CONFERENCE	30,000	23,980	1,500	1,500
057102	TRAVEL REIMBURSEMENT	1,500	3,246	-	-
062001	OFFICE SUPPLIES	1,000	2,879	1,000	1,000
067001	BOOKS & PERIODICALS	500	452	500	500
075001	FURNITURE AND FIXTURES	1,000	1,254	1,000	1,000
IT ADMIN		**1,573,198**	**1,466,066**	**1,691,874**	**1,686,476**
01-717-305-51-110-411					
SBITA					
034206	SOFTWARE-ANNUAL MAINT	350,178	455,536	-	-
SBITA		**350,178**	**455,536**	**-**	**-**
Info Technology	Total	**1,923,376**	**1,921,602**	**1,691,874**	**1,686,476**

Economic & Community Development Department



Mission

To ensure continued economic prosperity and preservation of the qualities that attract and retain businesses in the community. With the support of this Department, the City's Economic Development Commission, Arts & Cultural Commission and Public Art Review Committee all serve in an advisory capacity to make recommendations to the City Council, on a wide variety of issues including business and workforce development, recruitment and retention along with support for the healthy and vibrant cultural, creative, and diverse offerings of the City and the region and to administer the Community Development Block Grant (CDBG) Program.

Economic & Community Development

Services Overview

- ✓ Support Economic Development Commission, Arts & Cultural Commission and Public Art Review Committee
- ✓ Oversee the Community Development Special Revenue Fund which includes management & administration of the federal Community Development Block Grant (CDBG) program
- ✓ Support business retention, attraction, assistance, and referrals through community outreach and promotion with local and regional partners
- ✓ Identify public/private partnerships for economic, community, and cultural development

Position Summary Schedule

Positions Full Time	FY24	FY25	FY26
Assistant City Manager for Economic & Community Development	1.00	1.00	1.00
Totals Full Time	**1.00**	**1.00**	**1.00**



Did you know?

- Did you know that Portsmouth has over 35,000 restaurant seats and only 23,000 residents?
- Did you know that there are small coastal cruise ships which have been built in America and provide history-themed cruises which stop in Portsmouth? We hosted 400 coastal cruise passengers in 2024 who came to admire our long and well-preserved port city.



Department Budget Comments

The FY26 Proposed Budget for Economic Development is $175,913 which is a decrease of $810 or -0.46%, primarily due to changes in the NH retirement system contributions for FY26.

Budget Summary of Expenditures

	FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
ECONOMIC & COMMUNITY DEVELOPMENT DEPARTMENT				
SALARIES	101,132	101,131	103,852	103,852
RETIREMENT	13,683	13,683	14,051	13,241
OTHER BENEFITS	7,736	7,514	7,945	7,945
Contractual Obligations	*122,551*	*122,329*	*125,848*	*125,038*
TRAINING/EDUCATION/CONFERENCES	2,800	2,534	2,800	2,800
PROFESSIONAL ORGANIZATION DUES	800	1,905	1,800	1,800
OTHER OPERATING	53,075	41,095	46,275	46,275
Other Operating	*56,675*	*45,534*	*50,875*	*50,875*
TOTAL	179,226	167,863	176,723	175,913

Program Funding Description

In FY23, Economic Development incorporated the Community Development Block Grant (CDBG) program and staff, which was previously managed within the Planning & Sustainability Department. The budget for CDBG is in the Special Revenue Fund section of this budget document.

Economic & Community Development program objectives include:

- Stimulating diverse economic development through business attraction and retention and public/private partnerships
- Facilitating workforce training and the creation of high-quality jobs
- Maintaining a vibrant, equitable community with a superior quality of life
- Supporting a cultural hub for the creative economy
- Increasing commercial property tax revenues through sustainable development

Programs and Services

Support to Economic Development Commission - Services include staff support to City Economic Development Commission (EDC) and oversight of economic development activities in accordance with the EDC mission.

Business Assistance and Referral - Services include working with individuals and businesses wishing to expand or relocate within the community, as well as working with businesses needing access to business finance, workforce development assistance, and business start-up and other resources.

Public/Private Partnerships for Economic Development - Services include facilitation and oversight of partnerships with the business community, such as the partnership with Chamber Collaborative of Greater Portsmouth for tourism and business development, with UNH for the Business Retention and Attraction Project and advocacy of local arts and culture organizations and creative economy businesses.

Community Outreach, Liaison, and Promotion - Services include City representation at business events and on local economic development boards, such as the Chamber Collaborative of Greater Portsmouth Board, COAST Board, Regional Economic Development Center, Seacoast Economic Development Stakeholders Group, Great Bay Community College, and at local business association meetings.

Business and Economic Development Information - Services include collection of real estate and economic data, preparation of annual economic development summary reports and dissemination and presentations of this information.

Creative and Cultural Economy - Services include liaison to the NH Council on the Arts, the City's Arts & Cultural Commission, Public Art Review Committee, local and regional cultural organizations and creative economy businesses including but not limited to museums, theatres, historic homes, marketing professionals, filmmakers, along with participation in the Americans for the Arts Economic Prosperity Study once every six years.

Special Projects - Support Citywide efforts impacting the business community, including but not limited to increasing the housing supply, promoting increased visitor and tourism attractions during shoulder seasons, executing a regional workforce attraction and retention education efforts on behalf of local employers, and encouraging civic infrastructure projects through communication of value to existing and potential business community members.

Goals and Objectives

Goal #1: Promote and maintain high-quality, sustainable development and a balanced local economy

Objectives

- ✓ Promote redevelopment of existing retail and commercial areas into vibrant mixed-use centers supporting retail, research, office and commercial development through zoning and infrastructure planning
- ✓ Participate in efforts to increase options for more workforce housing in the City

Performance Measurements

Number of Seacoast Economic Development Stakeholder Meetings Attended

FY25 (Est)	FY26 (Forecast)
12	15

Workforce Housing Meetings/Seminars Attended

FY25 (Est)	FY26 (Forecast)
3	4

Citywide Goals Addressed

- *Enhance the supply of housing choices, especially the supply of below-market rate housing options*
- *Support the needs of residents, businesses, nonprofits, arts, and cultural institutions by leveraging City and local resources*

Goal #2: Provide assistance and services related to business expansion, retention and relocation

Objectives

- ✓ Assist businesses through referrals to business assistance organizations such the Small Business Development Center, SCORE, NH Works, the Manufacturing Extension Partnership
- ✓ Create programming in response to feedback from local businesses and continue EDC business visitations/off-site meetings for outreach, appreciation, and knowledge of local business and workforce needs
- ✓ Maintain partnership with UNH Small Business Development Center, UNH Cooperative Extension, and Great Bay Community College to support small businesses and new start-ups
- ✓ Collaborate with NH Office of Business and Economic Affairs on outreach and business attraction and retention

Performance Measurements

Number of Responses for Business Relocation/Start-up/Retention Inquiries

FY25 (Est)	FY26 (Forecast)
16	16

Citywide Goals Addressed

- *Enhance the supply of housing choices, especially the supply of below- market rate housing options*
- *Support the needs of residents, businesses, nonprofits, arts, and cultural institutions by leveraging City and local resources*

Goal #3: Promote and manage public/private partnerships aimed at fostering economic development that complement Portsmouth's quality of life and revitalize existing business areas

Objectives

- ✓ Continue to financially support the partnership between the City and the Chamber Collaborative of Greater Portsmouth for tourism and business development
- ✓ Maintain liaison efforts with the Pease Development Authority and Tenants Association, West End Business Association, University of New Hampshire, Great Bay Community College, Small Business Development Center, NH Technical Alliance, and Regional Economic Development Center, along with local, county, and State business and real estate organizations
- ✓ Collaborate with the Business Education Committee at Portsmouth High School

Performance Measurements

- *Renew annual partnership between the City and the Chamber Collaborative of Greater Portsmouth (CCGP) for support and promotion of the City's tourism sector*
- *Attend all Business Education Committee meetings at Portsmouth High School and tour Portsmouth High School Career Technical Center with Economic Development Commission*

Citywide Goals Addressed

- *Enhance the supply of housing choices, especially the supply of below- market rate housing options*
- *Support the needs of residents, businesses, nonprofits, arts, and cultural institutions by leveraging City and local resources*

Goal #4: Support the local creative economy and cultural community including those related to cultural tourism

Objectives

- ✓ Promote and sustain the contribution of the arts and culture sector to the local economy by continually optimizing the City's marketing efforts
- ✓ Advocate for the continuation of events and initiatives that make downtown vibrant and economically diverse

Performance Measurements

- *Continue to support the marketing campaign with the Chamber Collaborative of Greater Portsmouth to promote Portsmouth's arts and culture venues and opportunities*
- *Provide support as staff liaison to the Public Art Review Committee and the Arts and Cultural Commission*
- *Provide guidance, assistance, and oversight of the Peirce Island Public Art installation through the Percent for Art initiative*
- *Manage all requests for performances and filming in the public realm*

Citywide Goal Addressed

- *Support the needs of residents, businesses, nonprofits, arts, and cultural institutions by leveraging City and local resources*



Goal #5: Collect, develop, maintain, and disseminate information on the local economy

Objectives

- ✓ Prepare reports on economic indicators as required for City finance reports and for use by businesses and the public, and for presentations
- ✓ Maintain an economic development database capable of creating a two-way communication channel with local businesses

Performance Measurements

- *Prepare Economic Conditions Reports for the Citywide Budget and ACFR documents, municipal bond rating meetings, and the NH Demographic Profile*
- *Collect and report on Colliers Quaterly Real Estate Market Reports for Office and Industrial properties and the annual Economic Impact Reports of the Portsmouth Naval Shipyard Association*
- *Launch economic development database to full functionality*

Citywide Goals Addressed

- *Support the needs of residents, businesses, nonprofits, arts, and cultural institutions by leveraging City and local resources*
- *Invite and engage the entire community, especially those traditionally unreached, to increase participation and transparency in government*



Goal #6: Promote Portsmouth as an ideal location to live and locate a business

Objectives

- ✓ Maintain the economic development database and website for promotion of the City as an excellent business location
- ✓ Collaborate on local and regional marketing opportunities with area partners
- ✓ Work with the Pease Development Authority, the Chamber Collaborative of Greater Portsmouth, the Discover Portsmouth Center, the NH Division of Business and Economic Affairs, media representatives and site selection professionals to promote Portsmouth as an ideal business location site
- ✓ Continue engagement in regional economic development alliances to promote seacoast NH for advanced manufacturing and knowledge-based industries

City Promotional Performance Measurement

- *Present to local business groups on the importance of economic and cultural opportunities to the City, region, and State*

Citywide Goals Addressed

- *Support the needs of residents, businesses, nonprofits, arts, and cultural institutions by leveraging City and local resources*
- *Enhance the supply of housing choices, especially the supply of below-market rate housing options*
- *Invite and engage the entire community, especially those traditionally unreached, to increase participation and transparency in government*
- *Integrate sustainability, resilience, and climate change mitigation actions throughout City government and community*
- *Explore opportunities to support all modes of transportation options*

Other Economic Development Activity

	FY23	FY24	FY25 (Year to Date)	FY26 (Forecast)
Response to business relocation/start-up/retention and data inquiries	18	24	27	25
Number of City Council referrals to EDC	1	1	2	1
Administration and Coordination of EDC Monthly Meetings	12	13	13	12
Coordinate EDC Business Site Visits	3	4	4	4
Public/Private Partnerships Projects coordinated	0	1	2	3
Special Activities/Projects/Contracts	2	2	3	2
LCHIP Projects Managed	1	1	1	1

FY26 BUDGETED POSITION AND SALARY DETAIL

	STEP	POSITION	SALARY
ECONOMIC & COMMUNITY DEVELOPMENT DEPARTMENT			
PMA GRADE 18	E	ASSISTANT CITY MANAGER FOR ECONOMIC AND COMMUNITY DEVELOPMENT	102,060
		EDUCATION STIPEND	1,792
		TOTAL DEPARTMENT	**103,852**

		FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
ECONOMIC & COMMUNITY DEVELOPMENT DEPARTMENT					
01-718-413-51-100-446					
011001	REGULAR SALARIES	101,132	101,131	103,852	103,852
022001	SOCIAL SECURITY	6,270	6,090	6,439	6,439
022501	MEDICARE	1,466	1,424	1,506	1,506
023001	RETIREMENT	13,683	13,683	14,051	13,241
053001	ADVERTISING	5,000	-	5,000	5,000
055050	PRINTING	75	-	275	275
056001	DUES PROFESSIONAL ORGANIZ	800	1,905	1,800	1,800
057101	TRAVEL AND CONFERENCE	2,800	2,534	2,800	2,800
061003	MEETING SUPPLIES	500	21	500	500
062001	OFFICE SUPPLIES	500	-	500	500
081028	TOURISM/HI TECH PARTNERSH	40,000	40,000	40,000	40,000
081069	BR&E PROJECT	5,000	-	-	-
081180	AMERICA FOR THE ARTS	2,000	1,073	-	-
ECON DEV	Total	**179,226**	**167,863**	**176,723**	**175,913**

General Administration

Services Overview

- ✓ City Hall and Citywide
- ✓ General Government
- ✓ Collective Bargaining
- ✓ Transfers to Other Funds



Did you know?

Did you know that in addition to watching meetings of City Council and other boards and commissions on Local Access Channel 22, you can also view live and recorded sessions of City meetings on the City's YouTube channel? Link from the City's website.

Department Budget Comments

The FY26 proposed budget for General Administration includes a Collective Bargaining contingency to fund negotiated costs for General Fund employees covered by the eight unsettled contracts.

Budget Summary of Expenditures

	FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
GENERAL ADMINISTRATION				
PART-TIME SALARIES	65,600	45,556	65,600	50,600
OVERTIME	7,500	7,500	7,500	-
LEAVE AT TERMINATION	350,000	350,000	350,000	350,000
COLLECTIVE BARGAINING	-	-	-	1,990,000
OTHER BENEFITS	5,024	2,107	9,563	3,871
Salaries, Benefits and Contractural Obligations	*428,124*	*405,163*	*432,663*	*2,394,471*
TRAINING/EDUCATION/CONFERENCES	-	-	-	-
CONTRACTED SERVICES	20,000	19,225	20,000	20,000
PROFESSIONAL ORGANIZATION DUES	30,750	30,035	31,750	33,250
UTILITIES	259,000	280,952	299,000	308,500
UNANTICIPATED EXPENSES	80,281	80,281	107,402	125,000
OTHER OPERATING	232,000	223,670	234,700	230,500
Operating	*622,031*	*634,163*	*692,852*	*717,250*
TRANSFER - INDOOR POOL	200,000	200,000	200,000	200,000
TRANSFER - PRESCOTT PARK	243,653	243,653	262,930	271,370
TRANSFER - COMMUNITY CAMPUS	476,443	476,443	465,355	470,911
Transfer to other Funds	*920,096*	*920,096*	*928,285*	*942,281*

Programs and Services

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

- Telephone
- Printing
- Copying Supplies (paper)
- Postage

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

- Stipends – Trustees of Trust Funds
- Office Supplies – including IRS forms such as W2s and 1099s
- Part-time Wages for Meeting Minute Takers
- Interns
- Social Security and Medicare for stipends and wages
- Government Access Channel 22
- Professional Services for Public Outreach
- Electricity – City Street Lights
- Dues for the NH Municipal Association
- Supplies – City Street Lights
- Christmas Parade
- Shipyard Association – Annual Support
- Electricity – School Athletic Fields Lighting

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

- Leave at Termination
- Printing
    - Annual Budget
    - Annual Comprehensive Financial Report (ACFR)
    - Popular Annual Financial Report (PAFR)

Collective Bargaining – The City of Portsmouth has a total of sixteen (16) collective bargaining units. Eight (8) bargaining unit contracts will expire on June 30, 2025. This appropriation is for the anticipation of these contracts settling during FY26. *[See Highlight Section of this document for information.]*

Transfers to Other Funds

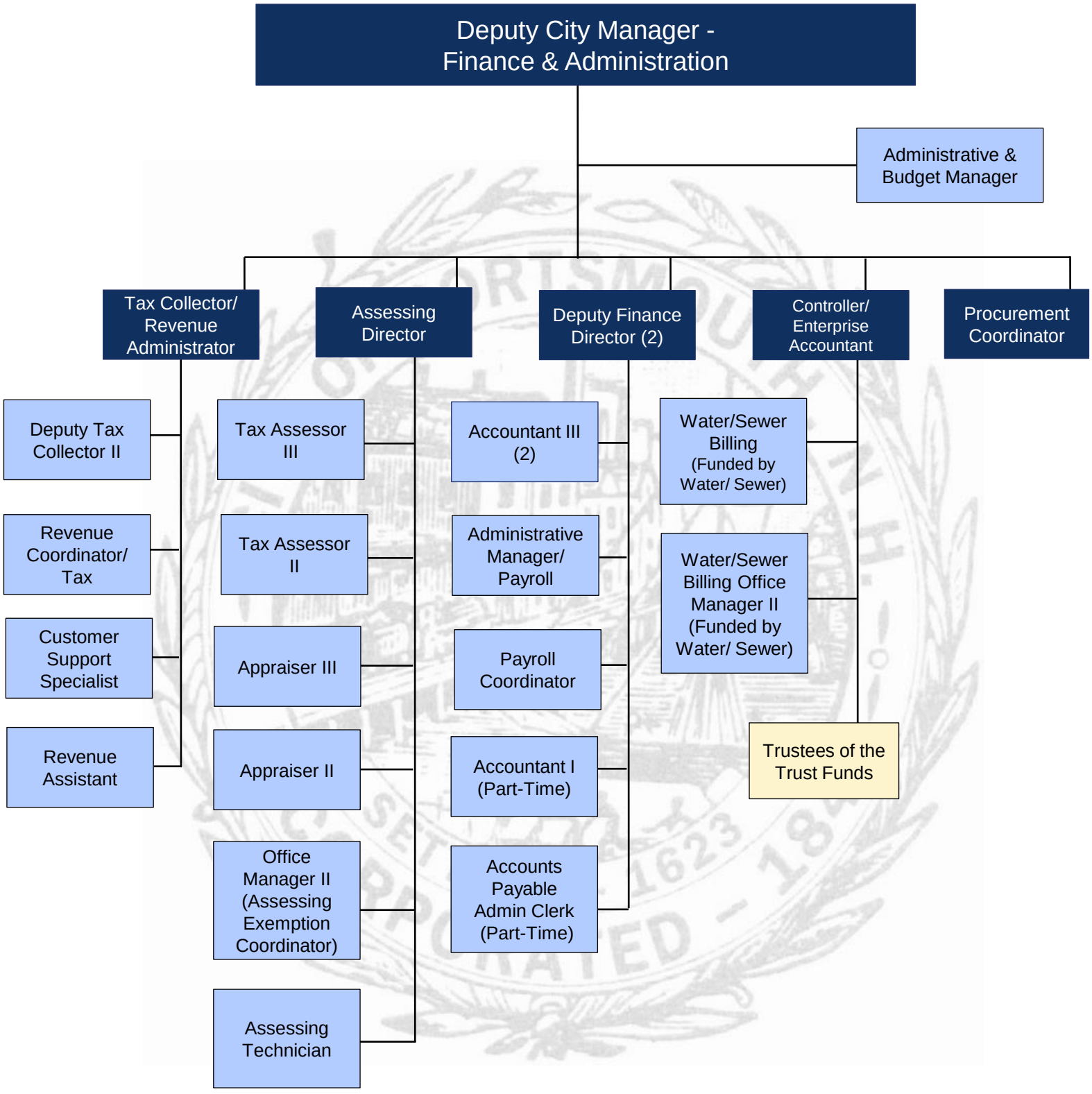
- Indoor Pool - On July 1, 2022, the maintenance and operations of the City's Indoor Pool returned to the City after a long-time agreement with Save the Indoor Portsmouth Pool (SIPP). This line item represents a transfer (contribution) from the General Fund to the Indoor Pool Special Revenue Fund. *[See Indoor Pool Special Revenue Fund in this budget document for more detail.]*

- Prescott Park - On February 6, 2017, the City Council adopted the Prescott Park Master Plan recommended by the Blue Ribbon Committee on Prescott Park. As a result, a special revenue fund was established in FY18 to account for all the revenues and expenses for the operations of the park. This line item represents a transfer (contribution) from the General Fund to the Prescott Park Special Revenue Fund. *[See Prescott Park Special Revenue Fund in this budget document for more detail.]*

- Community Campus - The City purchased the Community Campus in March 2022. A special revenue fund was immediately established to account for the revenues and expenses of the operations of the facility. This line item represents a transfer (contribution) from the General Fund to the Community Campus Special Revenue Fund. *[See Community Campus Special Revenue Fund in this budget document for more detail.]*

		FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
GENERAL ADMINISTRATION					
034103	TELEPHONE	75,000	71,447	75,000	73,000
055050	PRINTING	14,000	10,246	14,000	14,000
062010	COPYING SUPPLIES	8,500	9,109	8,700	9,000
062501	POSTAGE	71,000	70,387	71,000	70,000
012001	PART TIME SALARIES	-	-	-	-
012003	MINUTE TAKER	30,000	29,717	30,000	15,000
012004	PT-INTERN	32,000	12,240	32,000	32,000
012041	COMMISSIONER STIPEND	3,600	3,600	3,600	3,600
014041	OVERTIME	7,500	7,500	7,500	-
016001	LEAVE AT TERMINATION	350,000	350,000	350,000	350,000
019002	UNANTICIPATED EXPENSES	80,281	80,281	107,402	125,000
022001	SOCIAL SECURITY	4,067	1,708	7,750	3,137
022501	MEDICARE	957	399	1,813	734
034301	GOVERNMENT ACCESS CHANNEL	30,000	20,435	30,000	30,000
039001	PROFESSIONAL SERVICES	20,000	19,225	20,000	20,000
041001	ELECTRICITY-STREET LIGHTS	195,000	194,821	210,000	214,500
056002	DUES MUNICIPAL ASSOC	30,750	30,035	31,750	33,250
061003	MEETING SUPPLIES	-	-	2,500	-
062018	ST LIGHT SUPPLIES	18,000	26,936	18,000	18,000
081011	PARADES	11,000	11,000	11,000	12,000
081012	SHIPYARD ASSOCIATION	2,500	2,500	2,500	2,500
062001	OFFICE SUPPLIES	2,000	1,609	2,000	2,000
041002	ELECTRICITY	64,000	86,132	89,000	94,000
GEN ADMIN	Total	**1,050,155**	**1,039,327**	**1,125,515**	**1,121,721**
011064	COLL BARG CONTINGENCY	-	-	-	1,990,000
COLL BARG	Total	**-**	**-**	**-**	**1,990,000**
091004	TRANSFER-INDOOR POOL	200,000	200,000	200,000	200,000
INDOOR POOL	Total	**200,000**	**200,000**	**200,000**	**200,000**
091007	TRANSFER-PRESCOTT PARK	243,653	243,653	262,930	271,370
PRESCOTT	Total	**243,653**	**243,653**	**262,930**	**271,370**
091012	TRANSFER-COMMUNITY CAMPUS	476,443	476,443	465,355	470,911
COMMUNITY CAMPUS	Total	**476,443**	**476,443**	**465,355**	**470,911**

Finance Department



Mission

To serve City residents, officials, and departments by upholding the highest standards of accountability and professionalism; to ensure responsible financial stewardship through accurate and timely reporting, prudent cash management, strategic use of information technology, and clear, effective communication of financial information; and to support informed decision-making and public trust by delivering reliable financial services across all departmental functions.

Finance

Services Overview

- ✓ Finance / Treasury / Accounting
  - Procurement
  - Water/Sewer Billing
  - Payroll
- ✓ Assessing
- ✓ Tax and Revenue Collection

Did you know?

Did you know that the City of Portsmouth is the only recipient of the Government Finance Officers Association (GFOA) Triple Crown award in the state of New Hampshire and one of only two recipients in all of New England?

GFOA's Triple Crown recognizes governments that have received GFOA's 1) Certificate of Achievement for Excellence in Financial Reporting, 2) Popular Annual Financial Reporting Award, and 3) the Distinguished Budget Presentation Award. These awards are like the Good Housekeeping Seal of Approval for government financial reporting.

Department Budget Comments

The FY26 Proposed Budget for the Finance Department is $2,911,927, representing a decrease of $45,657 or -1.54% from FY25. The Department is comprised of three divisions: Finance (which includes Treasury and Accounting); Assessing; and Tax and Revenue Collection.

The decrease of $45,657 is primarily due to the shift of a Water/Sewer Billing Office Manager position from the Accounting division of the Finance Department to the Water and Sewer Funds which more appropriately matches the billing work done by that position. This notable reduction was an offset to proscribed increases in salaries and benefits and minor increases for certain contractual obligations and professional services. The FY26 budget continues to reflect a full year funding for the second Deputy Finance Director position. As the Department launches the planning and implementation of a new ERP accounting software solution for the City, this role is expected to be vital to the team getting it right with the new system while also continuing to accurately manage and report on the finances of the City. Also, the Assessing Division advanced the Administrative Assistant position to that of Assessing Technician to recognize the additional duties and responsibilities assigned to that employee.

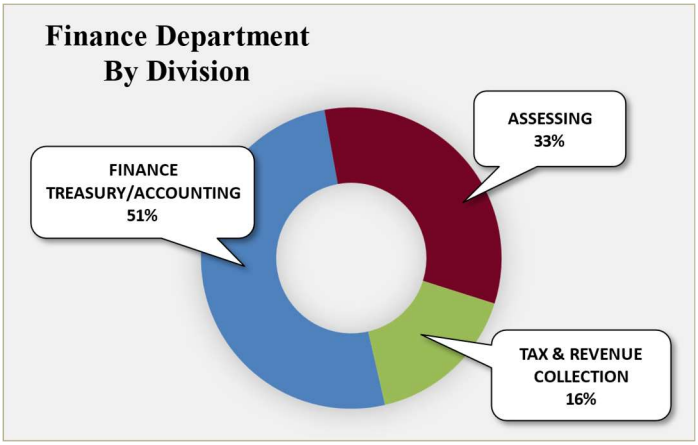
Position Summary Schedule

Positions Full Time	FY24	FY25	FY26
Accounting			
Deputy City Manager - Finance and Administration	-	1.00	1.00
Director of Finance & Administration	1.00	-	-
Deputy Finance Director	2.00	2.00	2.00
Controller/ Enterprise Accountant	0.85	0.85	0.85
Accountant III	2.00	2.00	2.00
Administrative Manager/Payroll	1.00	1.00	1.00
Payroll Coordinator	1.00	1.00	1.00
Purcurement Coordinator	1.00	1.00	1.00
Finance Assistant	0.48	-	-
Administrative & Budget Manager	1.00	1.00	1.00
Office Manager II	1.00	1.00	-
Assessing			
Assessing Director	1.00	1.00	1.00
Deputy Assessor	1.00	-	-
Tax Assessor III	-	-	1.00
Tax Assessor II	-	2.00	1.00
Tax Assessor I	1.00	-	-
Appraiser III	1.00	1.00	1.00
Appraiser II	1.00	1.00	1.00
Office Manager II - Exemption/Credit Coordinator	1.00	1.00	1.00
Assessing Technician	-	-	1.00
Administrative Assistant I - Assessing	1.00	1.00	-
Tax Collection			
Tax Collector/ Revenue Administrator	1.00	1.00	1.00
Deputy Tax Collector II	1.00	1.00	1.00
Deputy Tax Collector I	-	-	-
Revenue Coordinator	1.00	1.00	1.00
Office Manager	1.00	1.00	1.00
Revenue Assistant	1.00	1.00	1.00
Collections Clerk	-	-	-
Totals Full Time	**23.33**	**22.85**	**21.85**
Positions Part-Time	**FY24**	**FY25**	**FY26**
Accountant I	0.48	0.48	0.48
Account Clerk/ Accounts Payable	1.00	1.00	1.00
Totals Part Time	**1.48**	**1.48**	**1.48**

Budget Summary of Expenditures

	FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
FINANCE DEPARTMENT				
SALARIES	2,048,616	1,945,055	2,139,516	2,107,330
PART-TIME SALARIES	46,913	56,807	79,586	80,955
OVERTIME	500	-	500	500
LONGEVITY	16,763	16,813	14,221	12,788
RETIREMENT	279,513	265,446	291,468	270,378
OTHER BENEFITS	161,629	149,769	170,888	168,420
Contractual Obligations	*2,553,934*	*2,433,890*	*2,696,179*	*2,640,371*
TRAINING/EDUCATION/CONFERENCES	23,290	13,755	22,725	25,310
CONTRACTED SERVICES	164,300	180,933	162,400	190,550
PROFESSIONAL ORGANIZATION DUES	6,365	5,355	6,360	8,595
OTHER OPERATING	67,728	118,322	69,920	47,101
Other Operating	*261,683*	*318,365*	*261,405*	*271,556*
TOTAL	2,815,617	2,752,255	2,957,584	2,911,927

Finance (Treasury and Accounting) - Maintain financial accountability and compliance with State and federal law and employ Generally Accepted Accounting Principles (GAAP) and Governmental Accounting Standards Board (GASB) statements as integral elements of the delivery of services to all City Departments.



- Maintain fiduciary responsibility for the City's financial resources including collecting, reporting, and investing revenues for all funds
- Perform financial planning and budgeting including project tracking and long-term financial planning and analysis
- Prepare the City's annual budget document working with the City Manager and Department Heads to ensure timely submission to the City Council

Programs and Services

- Prepare the City's 6-Year Capital Improvement Plan (CIP) in conjunction with City's Planning & Sustainability Department
- Prepare the Annual Comprehensive Financial Report (ACFR) in conjunction with the annual audit
- Prepare the City's Popular Annual Financial Report (PAFR) in conjunction with the ACFR
- Monitor and analyze the activities of the current fiscal year to project trends in both revenues and expenditures
- Prepare the documents required by the NH Department of Revenue Administration in support of setting the City's annual tax rate
- Produce monthly summary reports of revenues and expenditures per City Charter
- Prepare documentation and coordinate the sale of bonds to fund capital projects
- Administer formal procurement for the City and facilitate purchasing efforts of City Departments
- Prepare bi-weekly payroll for General Government, Police, Fire, and School Departments internally and ensure compliance with state and federal tax laws

- Perform accounting functions for the Trustees of the Trust Funds
- Support and implement all financial applications for general ledger, payroll, utility billing, tax billing, credit card processing, and lock box processing
- Retain, preserve, and restore historic City financial documents
- Administer billing and collection services for water and sewer bills, police outside detail, health permits, and other miscellaneous bills

Assessing - Ensure the valuation of residential and commercial property in the City of Portsmouth is in accordance with City policies and State law.



- Oversee Citywide revaluation efforts
- Inspect properties to update records based on improvement as noted in building permits
- Prepare and certify City valuation to set annual tax rate
- Revise property values as appropriate
- Prepare and certify the tax roll
- Perform sales verifications
- Research deed transfers
- Process abatement requests
- Defend property values before the NH Superior Court and the Board of Tax and Land Appeals
- Complete equalization survey for the NH Department of Revenue Administration
- Review applications for exemptions, credits, charitable, religious, and educational exempt status
- Review current use, timber tax, and gravel tax applications
- Prepare updates for Geographic Information System (GIS) mapping changes
- Review and value changes submitted by the City's Planning and Sustainability Department for subdivision, boundary line adjustments, etc.
- Review and value new condominium conversions submitted to the City
- Perform field reviews as needed

Tax Collection - Ensure accurate collection and timely deposits of City and State monies in a professional and courteous manner.



- Process Tax Bills from Assessors Annual Standard and Non-Air Warrants
- Collect, post, and deposit property tax, water and sewer, accounts receivable, motor vehicle, boat, and ATV/snowmobile payments and other revenues from all City departments
- Research unidentified payments; research and refund property tax overpayments
- Administer City's electronic payment program for water/sewer, property tax, motor vehicle, and other City billing, as required
- Process and post daily electronic transactions for water/sewer, property tax, and motor vehicle
- Aid the public with use of the City's online and IVR (over the phone) payment processes
- Provide property tax information to residents, realtors, title companies, law firms, and banks
- Execute, record, release, and research property tax liens and execute tax deed process
- Apply and/or refund property tax abatements with computed interest, as applicable
- Receive, record, and reconcile property tax prepayments made up to two years in advance
- Prepare month-end and year-end financial reconciliations of property tax, abatements, motor vehicle, and electronic payments received by City Departments

- Act as Municipal Agent and Boat Agent for the State of NH Department of Safety, Division of Motor Vehicles
- Act as OHRV and Snowmobile Agent for State of NH Fish and Game Department
- Determine residency for motor vehicle title application and registration purposes
- Process motor vehicle titles and registrations, boat registrations, and ATV/snowmobile registrations, issue and manage inventory of decals and plates



Goals and Objectives

Accounting Division

Goal #1: Provide professional and accurate financial reporting

Objectives

- ✓ Maintain compliance with Generally Accepted Accounting Principles (GAAP) and Governmental Accounting Standards Board (GASB) statements
- ✓ Prepare and present required financial documents to the City Council and appropriate boards per City Charter requirements
- ✓ Submit the FY26 City of Portsmouth Proposed Budget Document to the Government Finance Officers Association (GFOA) to be considered for the Distinguished Budget Award
- ✓ Prepare the Annual Comprehensive Financial Report (ACFR) and submit to GFOA to be considered for the Certificate of Achievement for Excellence in Financial Reporting [FY24 ACFR was submitted]
- ✓ Prepare the City's Popular Annual Financial Report (PAFR) and submit it to GFOA to be considered for the award for Popular Annual Financial Reporting [FY24 PAFR was submitted]

Performance Measurements

- *Number of GFOA Budget Presentation Awards*

FY20	*FY21*	*FY22*	*FY23*	*FY24*	*FY25 (Est)*
14	*15*	*16*	*17*	*18*	*19*

- *Number of GFOA Annual Comprehensive Financial Report Awards*

FY20	*FY21*	*FY22*	*FY23*	*FY24*	*FY25 (Est)*
27	*28*	*29*	*30*	*31*	*32*

- *Number of GFOA Popular Annual Financial Reports (PAFR) Awards*

FY20	*FY21*	*FY22*	*FY23*	*FY24*	*FY25 (Est)*
3	*4*	*5*	*6*	*7*	*8*

Citywide Goals Addressed

- Maintain Financial Stability
- Meet or Exceed State and Federal Legal/Regulatory Requirements Including Those for a Safe and Healthy Community and Environment
- Deliver Services and Programs with Courtesy, Professionalism, and Efficiency

Goal #2: Preserve and protect permanent and historic financial documents for future generations

Objectives

- ✓ Build and maintain archival space that will enable the preservation of permanent financial documents
- ✓ Create a safe environment for all damaged documents and fund the eventual restoration of the documents
- ✓ Build a more thorough document retention and disposition schedule to account for documents not listed in NH RSA 33-a to better enable staff to properly store and dispose of documents
- ✓ Digitalize permanent and non-permanent documents where appropriate
- ✓ Make digitalized historic documents available as appropriate to the public through a partnership with the Portsmouth Public Library
- ✓ Assist other City Staff with archival needs and record retention documentation

Performance Measurements

Number of Documents Restored – Funded through the Capital Improvement Plan Process (Capital Overlay)

FY20	*FY21*	*FY22*	*FY23*	*FY24*	*FY25 (Est)*	*FY26 (Forecast)*
30	*0*	*16*	*19*	*20*	*11*	*10*

**FY21 Funding was removed during the budget process due to the COVID-19 pandemic*

Number of Documents Restored – Funded through the New Hampshire State Moose Plate Grant

FY20	*FY21*	*FY22*	*FY23*	*FY24*	*FY25 (Est)*	*FY26 (Forecast)*
2	*9*	*2*	*6*	*4*	*3*	*3*

Citywide Goals Addressed

- Maintain Financial Stability
- Meet or Exceed State and Federal Legal/Regulatory Requirements Including Those for a Safe and Healthy Community and Environment
- Deliver Services and Programs with Courtesy, Professionalism, and Efficiency

Goal #3: Plan and pursue administrative improvements to expand services to City Departments. (ongoing)

Objectives

- ✓ *Continue Trustees of Trust Fund Treasury and Bookkeeping functions within the Finance Department*
- ✓ *Improve and expand bulk purchasing protocols*
- ✓ *Consolidate all billing and collection services in one division within Finance Department*

Citywide Goals Addressed

- Maintain Financial Stability
- Meet or Exceed State and Federal Legal/Regulatory Requirements Including Those for a Safe and Healthy Community and Environment
- Deliver Services and Programs with Courtesy, Professionalism, and Efficiency

Goal #4: Review and update as needed City financial policies

Objectives

- ✓ Upload and distribute financial policies through the City's new policy tracking and training software
- ✓ Review and update policies on a scheduled basis

Performance Measurement

The new policy tracking software will allow for easier tracking and a performance measurement will be developed as the software is fully deployed and utilized

Citywide Goal Addressed

- *Meet or Exceed State and Federal Legal/Regulatory Requirements Including Those for a Safe and Healthy Community and Environment*

Assessing Division

Goal #5: Continuous process of in-house review and data maintenance

Objectives

- ✓ Complete all building permit review throughout the City for permits completed as of April 1st
- ✓ Complete all subdivision and boundary line adjustments as of April 1st
- ✓ Complete new condominium complex review as of April 1st
- ✓ Complete sales review process for TY25/FY26
- ✓ Implement GIS for sales analysis
- ✓ Scan historical assessing records and import into Computer Aided Mass Appraisal digitally

Performance Measurement #1 - Number of Sales (TY = Tax Year)

TY21	*TY22*	*TY23*	*TY24*	*TY25 (Est)*
597	*549*	*540*	*425*	*431*

Performance Measurement #2 - Number of Deeds Recorded (TY = Tax Year)

TY21	*TY22*	*TY23*	*TY24*	*TY25 (Est)*
832	*951*	*880*	*737*	*855*

Performance Measurement #3 - Number of Parcels Inspected (TY = Tax Year)

TY21	*TY22*	*TY23*	*TY24*	*TY25 (Est)*
2,529	*2,537*	*2,316*	*2,421*	*2,550*

Citywide Goals Addressed

- Maintain Financial Stability
- Meet or Exceed State and Federal Legal/Regulatory Requirements Including Those for a Safe and Healthy Community and Environment
- Deliver Services and Programs with Courtesy, Professionalism, and Efficiency

Tax Division

Goal #6: Consolidate Citywide revenue streams into the central collection process

Objective

- ✓ Be an integral part of the procurement and implementation process for new financial software (Enterprise Resource Planning) to achieve better efficiencies in managing revenue streams

Citywide Goals Addressed

- Maintain Financial Stability
- Meet or Exceed State and Federal Legal/Regulatory Requirements Including Those for a Safe and Healthy Community and Environment

Goal #7: Maintain a high collection rate while providing accurate, efficient, customer centered service to our taxpayers and residents

Objectives

- ✓ Update staff roles to increase focus on communication and support for electronic payment options (in progress)
- ✓ Participate in NHTCA, DMV, NHMA and PRIMEX training pertaining to tax collection, Motor Vehicle Registration and public interaction (ongoing)

Performance Measurement #1- Percentage of current taxes collected (operational measure)

FY22	*FY23*	*FY24*	*FY25 (Est)*
99.4%	*99.4%*	*99%*	*98%*

Performance Measurement #2 – Property Tax Accounts Billed (operational measure)

FY22	*FY23*	*FY24*	*FY25 (Est)*
8,878	*8,951*	*9,068*	*9,126*

Performance Measurement #3 – Property Tax accounts Liened (operational measure)

FY22	*FY23*	*FY24*	*FY25 (Est)*
125	*118*	*155*	*183*

Performance Measurement #4 – Number of properties deeded (operational measure)

FY22	*FY23*	*FY24*	*FY25 (Est)*
0	*0*	*3*	*0*

Citywide Goals Addressed

- Maintain Financial Stability
- Meet or Exceed State and Federal Legal/Regulatory Requirements Including Those for a Safe and Healthy Community and Environment
- Deliver Services and Programs with Courtesy, Professionalism, and Efficiency

Goal #8: Increase accessibility to Tax Department services and promote understanding of the Tax Collection process
Objectives ✓ Continue to improve website verbiage and written resources for the Tax Office (ongoing) ✓ Offer educational opportunities for taxpayers and residents
Citywide Goals Addressed • Maintain Financial Stability • Meet or Exceed State and Federal Legal/Regulatory Requirements Including Those for a Safe and Healthy Community and Environment • Deliver Services and Programs with Courtesy, Professionalism, and Efficiency

Additional Operational Measures

Accounting		
City of Portsmouth's Bond Rating S&P Global Ratings FY20 – AAA FY21 – AAA FY22 – AAA FY23 – AAA FY24 – AAA		
Assessing – Measured by Tax Year (TY) April 1st of Each Year		
Number of Taxable Properties (Includes Airport District) TY20 – 8,935 TY21 – 8,939 TY22 – 9,027 TY23 – 9,130 TY24 – 9,195	Equalization Ratio (**) TY20 – 92.0% TY21 – 83.8% TY22 – 72.6% TY23 – 67.7% TY24 (Est) – 97.0%	Coefficient of Dispersion, Guidelines by the State of NH (***) TY20 – 6.4 TY21 – 10.8 TY22 – 11.3 TY23 – 11.3 TY24 (Est) – 5.4
Tax Collection		
Motor Vehicle Registrations FY21 – 26,182 FY22 – 25,363 FY23 – 25,905 FY24 – 26,321 FY25 (Est) – 22,794	Boat Registrations FY21 – 545 FY22 – 585 FY23 – 583 FY24 – 612 FY25 (Est) – 665	ATV/Snowmobile Registrations FY21 – 51 FY22 – 44 FY23 – 31 FY24 – 26 FY25 (Est) – 26

*** The Coefficient of Dispersion (C.O.D.) is a statistic which measures equity, or proportionality, among taxpayers. The Assessing Division's C.O.D. compares very favorably by exceeding the national standards recommended by the N.H. Department of Revenue for each type of property. TY 2020 has been estimated.*
**** The equalization ratio indicates the relationship between assessed value and market value. This ratio is determined for each municipality every year by the NH Department of Revenue Administration, through a study of the qualified sales that occurred within the municipality during the previous year. TY 2020 has been estimated.*
***** Includes field inspections for Tax Year 2020 by Assessing Staff.*

FY26 BUDGETED POSITION AND SALARY DETAIL

	STEP		POSITION	SALARY
FINANCE DEPARTMENT				
ACCOUNTING				
NON GRADE 28	E		DEPUTY CITY MANAGER - FINANCE AND ADMINISTRATION	165,520
PMA GRADE 24	6G/6B		DEPUTY FINANCE DIRECTOR	129,082
PMA GRADE 24	3C/9D		DEPUTY FINANCE DIRECTOR	128,438
PMA GRADE 20	G	③	CONTROLLER/ENTERPRISE ACCOUNTANT	98,208
PMA GRADE 15	H		ACCOUNTANT III	92,531
NON GRADE 15	10F/2G		ADMINISTRATIVE MANAGER/PAYROLL	89,416
PMA GRADE 15	E		ACCOUNTANT III	88,273
NON GRADE 15	E		ADMINISTRATIVE & BUDGET MANAGER	88,273
NON GRADE 13	6.5E/5.5F		PAYROLL COORDINATOR	80,509
PMA GRADE 12	E		PROCUREMENT COORDINATOR	76,691
			EDUCATION STIPEND	8,691
			TOTAL FULL TIME ACCOUNTING	**1,045,632**
PMA GRADE 12	1.5B/10.5C	④	ACCOUNTANT I (32.5 HRS/WK)	28,765
NON GRADE 7	E		ACCOUNT CLERK/ACCOUNTS PAYABLE (32.5 HRS/WK)	52,190
			TOTAL PART TIME ACCOUNTING	**80,955**
ASSESSING				
PMA GRADE 24	H		ASSESSING DIRECTOR	143,067
PMA GRADE 20	E		TAX ASSESSOR III	112,428
PMA GRADE 19	E		TAX ASSESSOR II	107,121
PMA GRADE 15	G		APPRAISER III	90,716
PMA GRADE 13	E		APPRAISER II	80,142
PMA GRADE 12	C		ASSESSING TECHNICIAN	69,561
PMA GRADE 11	1.5F/10.5G		OFFICE MANAGER II	74,619
			EDUCATION STIPEND	1,792
			TOTAL FULL TIME ASSESSING	**679,446**
TAX COLLECTION				
PMA GRADE 20	11C/1D		REVENUE ADMINISTRATOR	102,400
PMA GRADE 15	D		DEPUTY TAX COLLECTOR III	84,070
PMA GRADE 11	3D/9E		REVENUE COORDINATOR/TAX	71,899
PMA GRADE 9	G		OFFICE MANAGER	67,897
PMA GRADE 7	6C/6D		REVENUE ASSISTANT	55,986
			EDUCATION STIPEND	1,792
			TOTAL FULL TIME TAX COLLECTION	**382,252**
			TOTAL DEPARTMENT	**2,188,285**

FOR TOTAL SALARY, PLEASE SEE PERSONNEL SUMMARY SECTION OF THE BUDGET

③ 85% FINANCE, 15% PRESCOTT PARK

④ 48% FINANCE, 25% SEWER, 25% WATER, 2% SCHOOL

			FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
FINANCE DEPARTMENT						
ACCOUNTING						
01-700-201-51-110-402						
011001		REGULAR SALARIES	1,059,326	976,054	1,100,069	1,045,632
012001		PART TIME SALARIES	46,913	52,933	79,586	80,955
014041		OVERTIME	500	-	500	500
015001		LONGEVITY	10,486	10,534	7,056	5,265
022001		SOCIAL SECURITY	69,268	62,567	73,607	70,206
022501		MEDICARE	16,200	14,635	17,215	16,419
023001		RETIREMENT	144,813	133,491	149,862	134,053
030101	*	PROF SERVICES-AUDIT	85,000	84,590	82,500	86,250
039001		PROFESSIONAL SERVICES	15,700	15,700	12,400	13,750
053001		ADVERTISING	-	250	-	-
054050		TRAINING	750	-	500	500
056001		DUES PROFESSIONAL ORGANIZ	2,700	3,125	2,700	2,700
057101		TRAVEL AND CONFERENCE	2,500	3,367	2,500	5,250
062001		OFFICE SUPPLIES	15,000	11,776	15,000	15,000
067001		BOOKS & PERIODICALS	1,035	457	525	550
074003		SOFTWARE	-	27,064	-	-
075001		FURNITURE AND FIXTURES	600	8,595	600	500
Accounting		Total	**1,470,791**	**1,405,137**	**1,544,620**	**1,477,530**

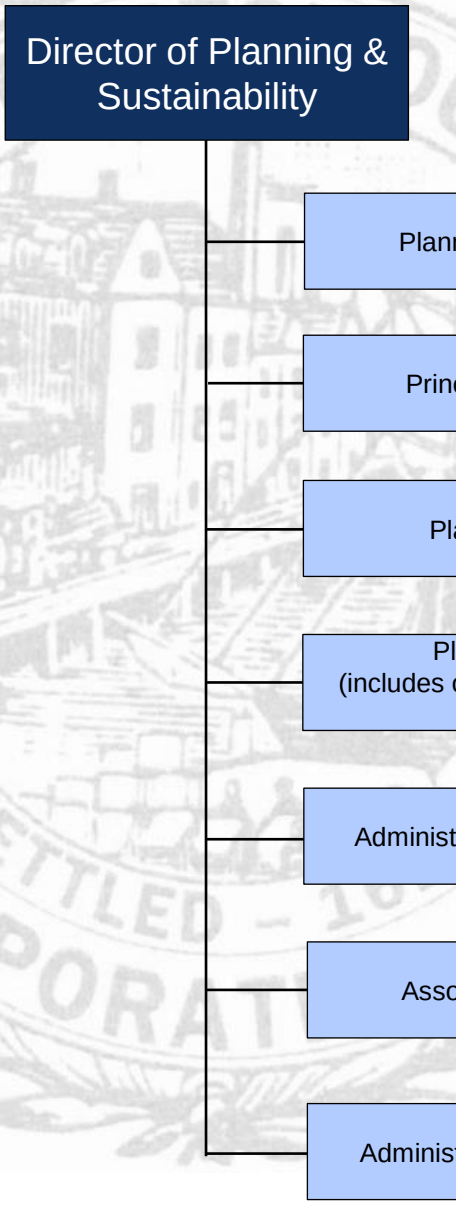
**Note: Total cost for Professional Services-Audit is shared with other funds.*

ASSESSING						
01-700-202-51-110-402						
011001		REGULAR SALARIES	624,725	625,109	659,482	679,446
015001		LONGEVITY	3,487	3,488	3,941	4,299
022001		SOCIAL SECURITY	38,949	37,662	41,132	42,392
022501		MEDICARE	9,109	8,808	9,620	9,914
023001		RETIREMENT	84,997	85,049	89,761	87,177
039001		PROFESSIONAL SERVICES	60,000	60,000	63,500	85,800
054050		TRAINING	11,200	7,419	10,600	7,500
055001		MICROFILMING	-	20,099	-	-
055050		PRINTING	1,000	-	920	700
056001		DUES PROFESSIONAL ORGANIZ	3,500	2,065	3,395	4,320
057101		TRAVEL AND CONFERENCE	5,200	755	5,200	8,200
057102		TRAVEL REIMBURSEMENT	1,500	1,222	1,500	1,500
062001		OFFICE SUPPLIES	3,500	3,322	4,000	4,000
067001		BOOKS & PERIODICALS	38,588	36,749	39,885	17,176
068003		PROTECTIVE CLOTHING	-	1,469	-	1,500
075001		FURNITURE AND FIXTURES	-	-	900	-
Assessing		**Total**	**885,755**	**893,216**	**933,836**	**953,924**

TAX COLLECTION						
01-700-203-51-110-402						
011001		REGULAR SALARIES	364,565	343,892	379,965	382,252
012001		PART TIME SALARIES	-	3,874	-	-
015001		LONGEVITY	2,790	2,791	3,224	3,224
022001		SOCIAL SECURITY	22,776	21,151	23,758	23,900
022501		MEDICARE	5,327	4,947	5,556	5,589
023001		RETIREMENT	49,703	46,906	51,845	49,148
033001		PROF SERVICES-TEMP	-	18,123	-	-
039001		PROFESSIONAL SERVICES	3,600	2,520	4,000	4,750
054050		TRAINING	3,640	2,214	3,925	2,760
055050		PRINTING	450	-	450	-
056001		DUES PROFESSIONAL ORGANIZ	165	165	265	375
057101		TRAVEL AND CONFERENCE	-	-	-	1,200
057102		TRAVEL REIMBURSEMENT	-	-	-	1,100
062001		OFFICE SUPPLIES	5,500	4,611	5,500	5,500
067001		BOOKS & PERIODICALS	555	620	640	675
075001		FURNITURE AND FIXTURES	-	2,089	-	-
Tax		**Total**	**459,071**	**453,902**	**479,128**	**480,473**
TOTAL FINANCE DEPARTMENT			**2,815,617**	**2,752,255**	**2,957,584**	**2,911,927**

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Planning & Sustainability Department



Mission

The mission of the Planning & Sustainability Department is to manage the City's development, protect its environment, and preserve and enhance the quality of life of its residents through effective planning, land use regulation and land use management. In carrying out this mission the Department prepares studies and plans, reviews applications for permits, and provides professional assistance to the City Council, Planning Board, other City boards and departments, land use applicants, and members of the public.

Planning & Sustainability Department

Services Overview

- ✓ Community Planning
- ✓ Environmental Planning and Sustainability
- ✓ Land Use Management/Development Review
- ✓ Transportation Planning and Coordination
- ✓ Communication and Climate Action Planning

Did you know?

The City has adopted a Climate Action Plan that calls for Net Zero Emissions from Municipal operations by 2040 and Net Zero Emissions from the entire community by 2050?

Position Summary Schedule

Positions Full Time	FY24	FY25	FY26
Director of Planning and Sustainability	1.00	1.00	1.00
Planning Manager	0.50	0.50	0.50
Principal Planner	1.00	0.80	0.80
Planner II	1.80	1.00	2.00
Planner I	1.00	2.00	1.50
Administrative Assistant II	1.00	1.00	1.00
Associate Planner	1.50	1.50	1.00
Administrative Assistant I	-	1.00	1.00
Totals Full Time	**7.80**	**8.80**	**8.80**
Positions Part-Time	**FY24**	**FY25**	**FY26**
Administrative Clerk	2.00	-	-
Totals Part Time	**2.00**	**0.00**	**0.00**

Department Budget Comments

The FY26 Proposed Budget for the Planning and Sustainability Department is $954,679, representing a net increase of $24,171 or 2.6% from FY25. The increase is primarily due to staff promotions and contractual obligations.

Budget Summary of Expenditures

	FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
PLANNING & SUSTAINABILITY				
SALARIES	651,634	642,152	721,036	742,539
PART-TIME SALARIES	42,097	26,107	-	-
OVERTIME	1,500	1,180	1,500	1,500
LONGEVITY	3,314	1,395	2,686	3,402
RETIREMENT	88,817	87,370	98,123	95,299
OTHER BENEFITS	53,440	49,877	55,480	57,179
Contractual Obligations	*840,802*	*808,081*	*878,825*	*899,919*
TRAINING/EDUCATION/CONFERENCES	6,500	4,638	6,500	6,500
CONTRACTED SERVICES	5,800	138	200	200
PROFESSIONAL ORGANIZATION DUES	18,683	18,102	18,033	21,660
OTHER OPERATING	27,250	31,109	26,950	26,400
Other Operating	*58,233*	*53,987*	*51,683*	*54,760*
TOTAL	899,035	862,068	930,508	954,679

Programs and Services

Community Planning – Implement a wide range of comprehensive and strategic planning functions.



- Coordinate and implement comprehensive community planning efforts responsive to community needs and values and the community vision articulated in the City of Portsmouth Master Plan
- Prepare and manage assessments and studies relating to land use, urban design, housing, economic development, natural resource protection, open space and recreation, historic preservation, and municipal facilities and services
- Prepare and assist in special studies, such as for street corridors and facility improvements
- Participate in regional planning with entities including the Rockingham Planning Commission
- Assist the Finance Department and Planning Board with the annual Capital Improvement Plan (CIP)

Land Use Management/Development Review – Administer, as a primary responsibility, the Zoning Ordinance, Subdivision Rules and Regulations, and Site Plan Review Regulations.



- Provide administrative and professional staff assistance to the City Council, Planning Board, Zoning Board of Adjustment, Conservation Commission, Historic District Commission, and other municipal committees
- Prepare and review proposed amendments to land use ordinances and regulations
- Review site plans, determine compliance with land use regulations, and coordinate the building permit review process with City Departments
- Review proposed and potential projects with property owners, applicants, and designers; explore options and alternatives; and provide application assistance

Transportation Planning and Coordination – Coordinate planning for all transportation modes.

- Prepare and implement policies and plans relating to transportation, street design, wayfinding, transit, and parking
- Plan and implement bicycle and pedestrian projects and programs, including the Bicycle and Pedestrian Plan and the Safe Routes to School program
- Assist municipal committees charged with transportation and parking responsibilities
- Advance local and regional transportation objectives by supporting regional transportation entities including the Rockingham Planning Commission Metropolitan Planning Organization (MPO), the Cooperative Alliance for Seacoast Transportation (COAST), and CommuteSMART Seacoast (a Transportation Management Agency)

Environmental Planning & Sustainability – Maintain responsibility for plans and projects relating to natural resource protection, open space planning and natural hazard mitigation and climate action planning:

- Prepare studies and plans relating to natural resources and environmental quality
- Complete work on the City's first Climate Action Plan with extensive community engagement

- Maintain current environmental inventories and open space information
- Track and report on sustainability efforts undertaken by City Departments
- Provide training in sustainability for City staff and assist with community sustainability outreach
- Work to integrate sustainability, resilience, and climate change mitigation actions throughout City government and community



- Assist City Departments in preparing and complying with State and federal permit applications
- Represent the City in regional environmental organizations including the New England Municipal Sustainability Network (NEMS network) and the Coastal Adaptation Workgroup (CAW)
- Provide staff support to the Blue-Ribbon Committee on Sustainable Practices
- Provide staff support to the Portsmouth Energy Advisory Committee whose focus is on the Portsmouth Community Power initiative
- Provide staff coordinator role for Coakley Superfund Remediation effort on behalf of the Coakley Landfill Group

Communication and Public Information – Provide information services to the public, members of various boards, City departments, State and Federal agencies, and non-profits.

- Assist City land use agencies by preparing guidelines and manuals
- Maintain and expand educational opportunities for citizen board members and staff through regional and State forums
- Involve a diversity of stakeholders, hard to reach populations, and those most affected by City decisions in the decision-making process
- Inventory housing needs and develop strategies to address shortfalls in workforce and lower income housing needs citywide
- Continue to identify and implement tools and strategies for improved community involvement

Goals and Objectives

Goal #1: Coordinate and implement comprehensive community planning efforts to be responsive to community needs and consistent with federal and state laws and regulations

Objectives

- ✓ Prepare and implement the Portsmouth Climate Action Plan
- ✓ Coordinate the Market Square Master Plan update process
- ✓ Coordinate update to the Bicycle Pedestrian Master Plan
- ✓ Carry out studies and prepare specific plans relating to land use, transportation, urban design, natural resource protection, environmental resilience, and sustainability and related aspects of the City's physical development
- ✓ Develop and share market analysis to understand housing market, provide educational material, and develop regulatory enhancements to increase supply of workforce housing
- ✓ Use a diversity of tools to engage hard to reach populations and those most impacted by the policies, programs, and initiatives in the development of comprehensive planning documents

Performance Measurements

Housing Supply and Diversity

	FY23	FY24	FY25 (Est)	FY26 (Forecast)
Single Family	4,193	4,207	4,219	4,234
Mobile Homes	260	264	265	269
Condos	2,442	2,451	2,531	2,571
Multi Family <8 Units	706	917	1,055	1,305
Accessory Dwelling Units	16	28	39	59
Work Force Housing Approved	139	209	279	379

Applications Processed by the Planning & Sustainability Department (and percent change from previous year)

	FY23	FY24	FY25 (Est)	FY26 (Forecast)
Building Permit Applications	1,670 (73.23%)	1,716 (2.75%)	2,662 (55.13%)	3,135 (17.77%)
Land Use Permit Applications	163 (-6.32%)	186 (14.11%)	183 (-1.61%)	250 (36.61%)
Sign Permit Applications	102 (12.08%)	106 (3.92%)	101 (-4.72%)	110 (8.91%)

Planning Board				
	FY23	FY24	FY25 (Est)	FY26 (Forecast)
Site Plan Review	12 (-40.00%)	22 (83.33%)	7 (-68.18)	24 (242.86%)
Design Review	2 (0.00%)	5 (150%)	8 (60%)	8 (0%)
Preliminary Conceptual Consultation	2 (-71.40%)	5 (150%)	8 (60%)	8 (0%)
Subdivision / Lot Line Change	8 (-52.94%)	12 (50%)	9 (-25%)	10 (11.11%)
Conditional Use Permits – Wetlands	21 (5.00%)	21 (0%)	16 (-23.8)	20 (25%)
Conditional Use Permits – Other	7 (-61.11%)	15 (114%)	12 (-20%)	15 (25%)

Board of Adjustment				
	FY23	FY24	FY25 (Est)	FY26
Applications/Petitions	95 (-5.00%)	91 (-4.21)	80 (-12.09)	75 (-6.25%)

Conservation Commission				
	FY23	FY24	FY25 (Est)	FY26 (Forecast)
Conditional Use Permits – Wetlands	21 (5.00%)	21 (0%)	16 (-23.8%)	20 (25.0%)
State Wetland Permits	11 (-8.33%)	14 (27.27%)	20 (42.85%)	18 (-10.0%)
Total	2,286 (43.23%)	2,321 (9.37%)	2,357 (8.33%)	2,395 (1.61%)

Citywide Goals Addressed

- *Welcome and support diversity in the workplace and community*
- *Invite and engage the entire community, especially those traditionally unreached, to increase participation and transparency in government.*
- *Integrate sustainability, resilience, and climate change mitigation actions throughout City government and community.*
- *Meet or exceed State and Federal legal/regulatory requirements including those for a safe and healthy community and environment.*



Goal #2: Carry out Master Plan strategies and monitor progress toward implementation.

Objectives

- ✓ Work with City Departments and land use boards, other public agencies, and private/nonprofit partners to implement the Master Plan
- ✓ Review and revise the Zoning Ordinance and other land use regulations to promote the goals of the Master Plan
- ✓ Develop new standards and guidelines as recommended by the Master Plan, including building design review regulations and street design standards
- ✓ Develop and implement a schedule for regulatory amendments that implement the community vision and City Council goals
- ✓ Assist and administer land use reviews in conjunction with the Pease Development Authority
- ✓ Housing Committee Support-staff will actively engage and support
  - ➢ Development and adoption of regulations that support affordable housing development
  - ➢ Coordination with regional housing partners to facilitate the development and preservation of affordable housing
- ✓ Sustainability Design Guidelines for Historic District
  - ➢ Staff will support the Historic District in its development of expanded design guidelines to include Sustainability guidelines
- ✓ Support City Council Housing Goal
  - ➢ Work with the Housing Blue Ribbon Committee to develop opportunities for additional housing with focus on below market housing
  - ➢ Work with Planning Board, stakeholders, and the community to recommend Zoning amendments for adoption to enhance below market rate housing

Performance Measurements

- ✓ *Percent of implementation (Master Plan Strategies)*
- ✓ *Percent of Climate Action Plan measures implemented*
- ✓ *Percent of Professional Services leveraged with Grant Funding*

	Citywide Goals Addressed • *Enhance the supply of housing choices, especially the supply of below- market rate housing options* • *Integrate sustainability, resilience, and climate change mitigation actions throughout City government and community* • *Meet or exceed State and federal legal/regulatory requirements including those for a safe and healthy community and environment* • *Invite and engage the entire community, especially those traditionally unreached, to increase participation and transparency in government*

FY26 BUDGETED POSITION AND SALARY DETAIL

PLANNING & SUSTAINABILITY DEPARTMENT

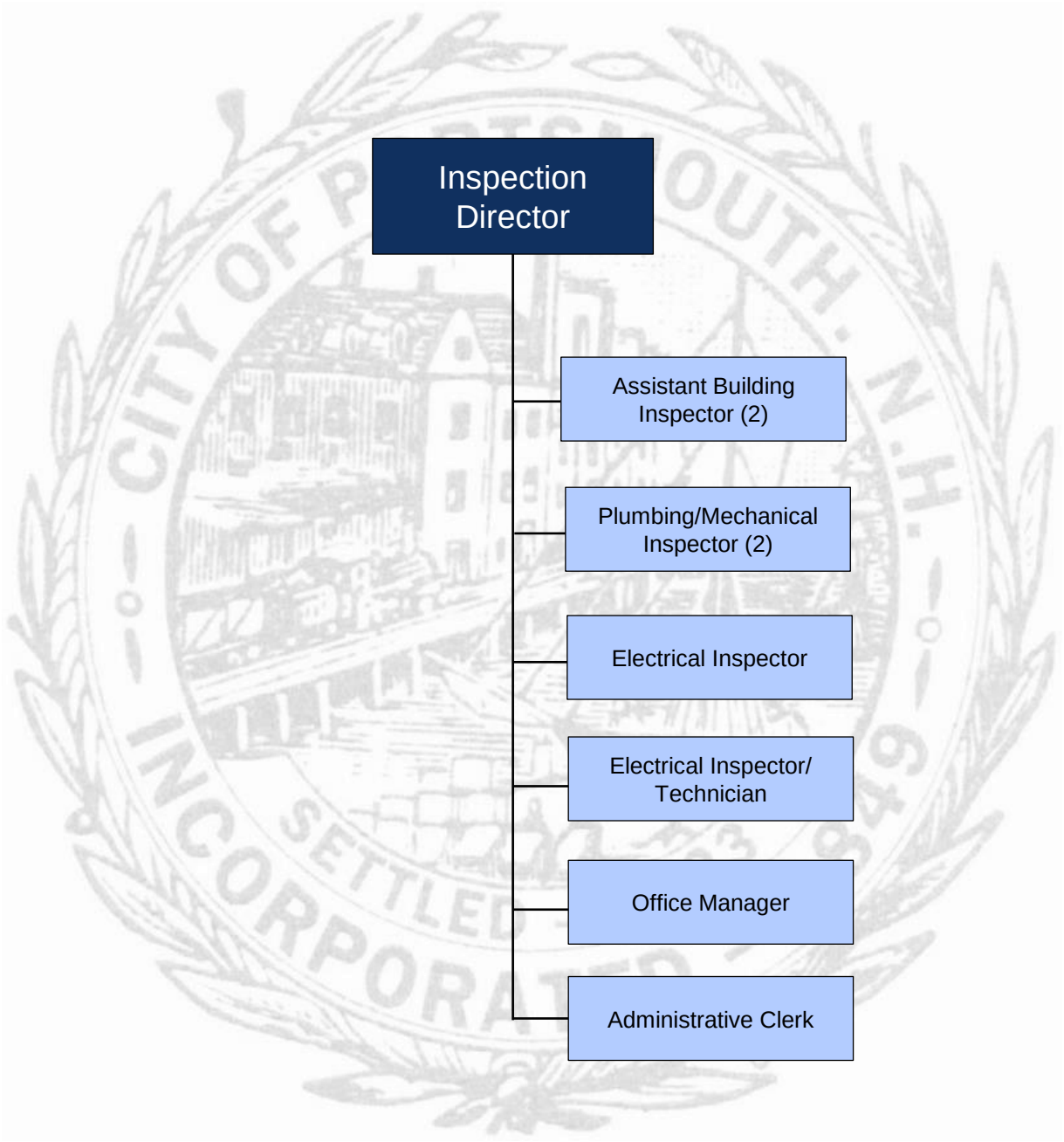
	STEP		POSITION	SALARY
PMA GRADE 23	6F/6G		DIRECTOR OF PLANNING AND SUSTAINABILITY	132,561
PMA GRADE 17	F	⑤	PLANNING MANAGER	49,103
PMA GRADE 16	E	⑮	PRINCIPAL PLANNER	74,118
PMA GRADE 15	4E/8F		PLANNER II	88,862
PMA GRADE 15	E		PLANNER II	88,273
PMA GRADE 14	9.5C/2.5D		PLANNER I	77,120
PMA GRADE 14	2.5B/9.5C	⑥	PLANNER I	37,784
PMA GRADE 11	E		ADMINISTRATIVE ASSISTANT II	72,766
PMA GRADE 9	8.5B/3.5C		ASSOCIATE PLANNER	57,905
PMA GRADE 9	C		ADMINISTRATIVE ASSISTANT I	59,926
			EDUCATION STIPEND(S)	4,121
			TOTAL FULL TIME	**742,539**

FOR TOTAL SALARY, PLEASE SEE PERSONNEL SUMMARY SECTION OF THE BUDGET

⑤ 50% PLANNING, 50% PARKING AND TRANSPORTATION
⑥ 50% PLANNING, 25% WATER, 25% SEWER
⑮ 80% PLANNING, 20% THE COAKLEY LANDFILL TRUST

		FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
PLANNING AND SUSTAINABILITY DEPARTMENT					
01-714-410-51-110-406					
011001	REGULAR SALARIES	651,634	642,152	721,036	742,539
012001	PART TIME SALARIES	42,097	26,107	-	-
014041	OVERTIME	1,500	1,180	1,500	1,500
015001	LONGEVITY	3,314	1,395	2,686	3,402
022001	SOCIAL SECURITY	43,310	40,423	44,964	46,341
022501	MEDICARE	10,130	9,454	10,516	10,838
023001	RETIREMENT	88,817	87,370	98,123	95,299
032004	PROF SERVICES-COURT FEES	200	97	200	200
039001	PROFESSIONAL SERVICES	5,600	41	-	-
053001	ADVERTISING	18,000	22,511	18,000	18,000
054050	TRAINING	1,000	574	1,000	1,000
055050	PRINTING	2,000	2,002	2,000	2,000
056001	DUES PROFESSIONAL ORGANIZ	2,470	2,539	2,470	2,470
056004	DUES ROCKINGHAM PLAN COMM	15,563	15,563	15,563	18,890
056008	ICLEI DUES	650	-	-	300
057101	TRAVEL AND CONFERENCE	5,500	4,064	5,500	5,500
057102	TRAVEL REIMBURSEMENT	350	237	350	350
061003	MEETING SUPPLIES	-	104	-	-
062001	OFFICE SUPPLIES	3,800	3,325	3,500	3,500
067001	BOOKS & PERIODICALS	1,000	829	1,000	1,000
075001	FURNITURE AND FIXTURES	500	500	500	500
081010	CONSERVATION COMMISSION	1,600	1,600	1,600	1,050
Planning	Total	**899,035**	**862,068**	**930,508**	**954,679**

Inspection Department



Mission

To ensure the integrity of the City's existing and future built environment through the implementation and enforcement of the City's construction codes relating to structural integrity, safe wiring, sound plumbing, safe mechanical systems, and properly installed fire protection systems.

Inspection Department

Services Overview

- ✓ Plan Review and Code Consulting
- ✓ Permit Issuance
- ✓ Construction Inspections
- ✓ Life Safety Inspections
- ✓ Code Enforcement

Did you know?

Did you know that the Inspection Department holds free trainings for contractors, developers, and residents?

Did you also know that the Inspection Department has morning walk-in hours, and is open until 6:00pm on Mondays?

Position Summary Schedule

Positions Full Time	FY24	FY25	FY26
Inspections Director	1.00	1.00	1.00
Assistant Building Inspector	2.00	2.00	2.00
Plumbing/Mechanical Inspector	2.00	2.00	2.00
Electrical Inspector	1.00	1.00	1.00
Electrical Inspector/Technician	0.40	0.40	0.40
Office Manager I	1.00	1.00	1.00
Administrative Clerk	1.00	1.00	1.00
Totals Full Time	**8.40**	**8.40**	**8.40**



Department Budget Comments

The FY26 Proposed Budget for the Inspection Department is $900,953, reflecting a net increase of $1,845 or 0.2% compared to the FY25 budget. This increase is primarily attributed to the collective bargaining obligations.

Budget Summary of Expenditures

	FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
INSPECTION DEPARTMENT				
SALARIES	699,209	694,340	726,923	738,038
PART-TIME SALARIES	-	396	-	-
OVERTIME	-	414	-	-
LONGEVITY	1,047	1,046	2,506	1,790
RETIREMENT	94,746	94,142	98,692	94,328
OTHER BENEFITS	53,570	51,385	55,802	56,597
Contractual Obligations	*848,572*	*841,723*	*883,923*	*890,753*
TRAINING/EDUCATION/CONFERENCES	2,880	1,647	2,880	2,000
CONTRACTED SERVICES	-	-	-	800
PROFESSIONAL ORGANIZATION DUES	590	722	800	800
OTHER OPERATING	8,577	8,440	11,505	6,600
Other Operating	*12,047*	*10,808*	*15,185*	*10,200*
TOTAL	860,619	852,532	899,108	900,953

Programs and Services

Plan Review and Code Consulting - Review all documentation associated with each construction project. Discuss technical aspects of projects with clients and inform them of code design deficiencies.

Permit Issuance - Coordinate and process final documentation for building permit issuance. Issue permits to electricians, plumbers, mechanical, and fire protection system installers. Review applications and issue sign permits.

Construction Inspections - Implement the series of construction inspections in all disciplines to ensure code conformance of the various constructed elements. Record inspection findings and notify responsible parties of results.

Life Safety Inspections - Perform joint inspections with the Fire Prevention Unit to better protect the property/business owners, tenants, and the City as a whole.

Code Enforcement - Investigate claims of code violations including building, electrical, plumbing, mechanical, and zoning matters.





Goals and Objectives

Goal #1: Stay current with ever-changing building codes, construction methods, and materials

Objectives

- ✓ Continuous Education and Training
- ✓ Regular Updates from Regulatory Bodies
- ✓ Professional Associations and Networking
- ✓ Utilize Technology
- ✓ Community Engagement and Education

Performance Measurement

(This is a first-year goal, but in future years we will be reporting the following measurements)

- *Training Attendance*
- *Certification and Credentialing*
- *Plan Review and Inspection Efficiency*
- *Feedback from Stakeholders*

Citywide Goal Addressed

- *Meet or exceed State and Federal legal/regulatory requirements including those for a safe and healthy community and environment*

Goal #2: Increased effectiveness of office and field staff through education and cross training

Objectives

- ✓ Continuing relevant training for staff
- ✓ Improve messaging and community outreach through our website, newsletter, and email blasts
- ✓ Continue weekly cross-departmental informational meetings
- ✓ Continue to make training courses available to the public as well as contractors and developers

Performance Measurement

Number of training and cross-department meetings:

FY23	FY24	FY25 (Est)	FY26 (Forecast)
38	46	51	60

Additionally, success will be measured by public response i.e. survey, email, telecommunications, and word of mouth

Citywide Goal Addressed

- Deliver Services and Programs with Courtesy, Professionalism, and Efficiency

Goal #3: Convey to the public a welcoming, accessible, high-functioning Inspection Department

Objectives

- ✓ Perform plan review, permit approval, and inspections in a timely and efficient manner
- ✓ Enhance interdepartmental collaboration which is critical for an efficient approval process
- ✓ Promote by way of social media, website, and newsletter that the Inspection Department is fully staffed, open for business and eager to help in any way possible

Performance Measurement

Number of permits approved:

FY23	FY24	FY25 (Est)	FY26 (Forecast)
5,137	5,245	5,352	5,244

Citywide Goal Addressed

- *Maintain Financial Stability*

Additional Operational Measures

Total Inspections Completed

FY20 – 6,292
FY21 – 6,719
FY22 – 7,807
FY23 – 11,450
FY24 – 12,943
FY25 (Est) – 12,400
FY26 (Forecast) – 11,500

Total Building Permit Applications Processed

(Including Building Electrical, Plumbing/ Mechanical & Fire Protection Systems)

FY20 – 2,779
FY21 – 4,228
FY22 – 4,353
FY23 – 5,137
FY24 – 5,245
FY25 (Est) – 5,352
FY26 (Forecast) – 5,244

Total Construction Value Declared

(Building Permits)

FY20 – $151,047,073
FY21 – $212,826,565
FY22 – $144,822,449
FY23 – $171,553,531
FY24 – $256,979,823
FY25 (Est) – $450,000,000
FY26 (Forecast) – $200,700,000

Total Construction Permit Fees Collected

(All Permits)

FY20 – $1,114,996
FY21 – $1,773,397
FY22 – $1,270,678
FY23 – $1,445,542
FY24 – $2,557,207
FY25 (Est) – $3,500,000
FY26 (Forecast) – $1,900,000

FY26 BUDGETED POSITION AND SALARY DETAIL

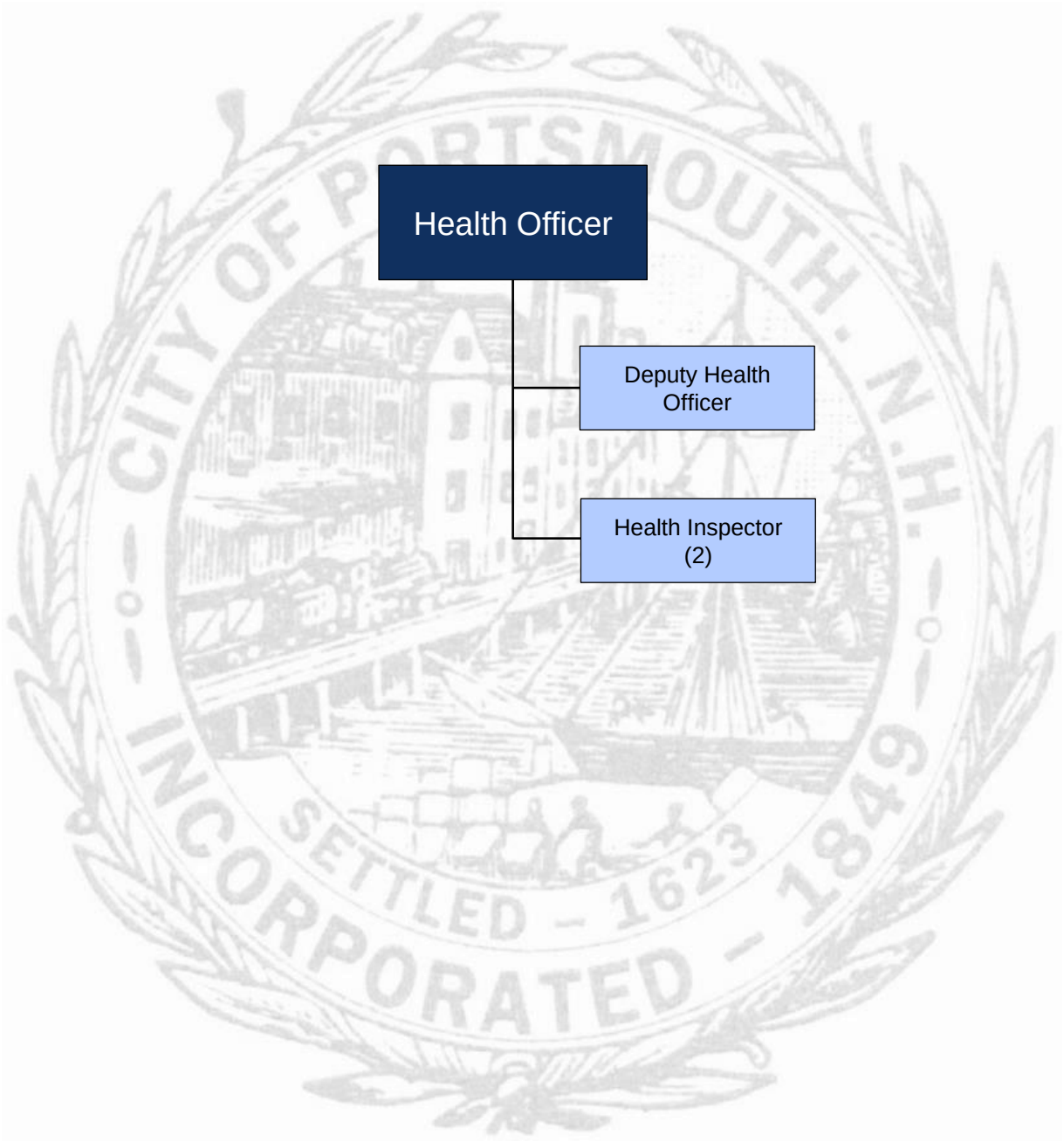
	STEP		POSITION	SALARY
INSPECTION DEPARTMENT				
PMA GRADE 22	E		INSPECTIONS DIRECTOR	123,916
PMA GRADE 16	G		ASSISTANT BUILDING INSPECTOR	95,212
PMA GRADE 16	E		ASSISTANT BUILDING INSPECTOR	92,648
PMA GRADE 15	G		ELECTRICAL INSPECTOR	90,716
PMA GRADE 15	E		PLUMBING INSPECTOR	88,273
PMA GRADE 15	E		PLUMBING INSPECTOR	88,273
PMA GRADE 15	7.5C/4.5D	⑯	ELECTRICAL INSPECTOR/TECHNICIAN	32,627
PMA GRADE 11	D		OFFICE MANAGER II	69,301
PMA GRADE 9	B		ADMINISTRATIVE ASSISTANT I	57,072
			TOTAL DEPARTMENT	**738,038**

FOR TOTAL SALARY, PLEASE SEE PERSONNEL SUMMARY SECTION OF THE BUDGET

⑯ 40% INSPECTION, 30% WATER, 30% SEWER

		FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
INSPECTION DEPARTMENT					
01-716-420-51-110-415					
011001	REGULAR SALARIES	699,209	694,340	726,923	738,038
012001	PART TIME SALARIES	-	396	-	-
014041	OVERTIME	-	414	-	-
015001	LONGEVITY	1,047	1,046	2,506	1,790
022001	SOCIAL SECURITY	43,416	41,645	45,225	45,869
022501	MEDICARE	10,154	9,740	10,577	10,728
023001	RETIREMENT	94,746	94,142	98,692	94,328
039001	PROFESSIONAL SERVICES	-	-	-	800
039003	PROF/SERVICES-LICENSING	750	895	750	400
054050	TRAINING	2,880	1,647	2,880	2,000
056001	DUES PROFESSIONAL ORGANIZ	590	722	800	800
061002	MISCELLANEOUS SUPPLIES	200	113	200	200
062001	OFFICE SUPPLIES	1,300	1,035	1,300	1,300
067001	BOOKS & PERIODICALS	4,327	4,556	8,066	4,000
068003	PROTECTIVE CLOTHING	-	1,713	-	-
074001	EQUIPMENT	1,400	128	889	400
075001	FURNITURE AND FIXTURES	600	-	300	300
Inspection	Total	**860,619**	**852,532**	**899,108**	**900,953**

Health Department



Mission

To protect, promote, and enhance the health and well-being of Portsmouth residents, visitors, and environment by providing public and environmental health planning and services, including emergency response planning.

Health Department

Services Overview

- ✓ Provide planning and direction on community public health and environmental issues
- ✓ Provide public health information and education
- ✓ Emergency Response Planning and Operations
- ✓ Communicable disease and emergency response
- ✓ Food service inspection and permitting
- ✓ Inspect childcare centers, public, and private schools
- ✓ Ensure compliance with food recalls and investigate food borne illness
- ✓ Investigate environmental complaints regarding quality of water, air, and soil
- ✓ Investigate insanitary condition complaints
- ✓ Emergency response planning and response

Position Summary Schedule

Positions Full Time	FY24	FY25	FY26
Health Officer	1.00	1.00	1.00
Deputy Health Officer	1.00	1.00	1.00
Health Inspector	2.00	2.00	2.00
Totals Full Time	**4.00**	**4.00**	**4.00**



Did you know?

Did you know that the Portsmouth Health Department is part of a 23-municipality Seacoast Public Health Network that responds to public health emergencies?

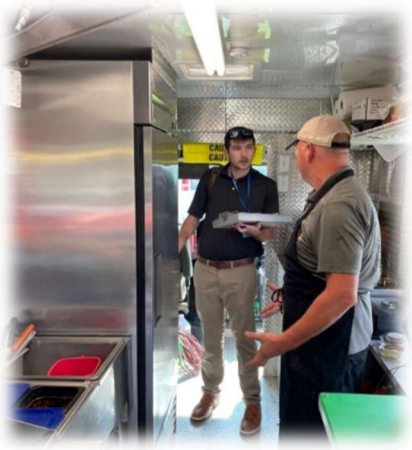
Department Budget Comments

The proposed FY26 budget for the Health Department is $503,888, representing a decrease of $13,789 or -2.66% from FY25. The net decrease is due to the replacement of a retired Health Inspector with a new

Budget Summary of Expenditures

	FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
HEALTH DEPARTMENT				
SALARIES	399,817	397,544	419,358	411,220
LONGEVITY	2,441	2,442	2,508	2,508
RETIREMENT	54,426	54,292	57,078	52,750
OTHER BENEFITS	30,773	30,138	32,273	31,650
Contractual Obligations	*487,457*	*484,416*	*511,217*	*498,128*
TRAINING/EDUCATION/CONFERENCES	4,000	1,712	3,700	3,000
PROFESSIONAL ORGANIZATION DUES	1,005	415	760	760
OTHER OPERATING	2,950	2,946	2,000	2,000
Other Operating	*7,955*	*5,072*	*6,460*	*5,760*
TOTAL	495,412	489,489	517,677	503,888

recruit starting at Step A, and the reduction of the Travel & Conference line item. The Health Department budget funds a Health Officer, who serves as a Director and Department Head, a Deputy Health Officer, and two Health Inspectors.



The City's Health Department plays a significant role in environmental and community issues affecting local public health. The Health Officer serves the State Health Assessment (SHA) and State Health Improvement Plan (SHIP) Advisory Council to assess and improve the health of NH residents. The Health Officer also serves on the City's Safe Water Advisory Group (SWAG) and is a member of several human services groups concerned with the health and welfare of city residents, including highly vulnerable populations.

In addition to licensing a constantly fluctuating number of food service enterprises, the Department also responds to issues concerning the living conditions of residents, particularly those of vulnerable residents, and responds to environmental health concerns. The Department serves as a resource for reliable and timely dissemination of vital information to a wider regional audience.

The Department is responsible for licensing and inspecting food service establishments ranging from mobile carts, seasonal vendors, manufactured foods facilities and convenience stores to full-scale restaurants and venues seating over 500. This includes floor plan review, pre-purchase walk-through inspections, final construction inspections, food sampling for the NH Food Protection Food Sampling Initiative, food safety education (both in-establishment and classes), product recalls, and foodborne illness outbreak investigations. As of December 2024, there were 35,586 food service seats under Department license. This does not include temporary events. 26,825 of those seats also hold a liquor license, and 12,122 are outdoors. These numbers are self-reported and fluid. Given that these seats may turn over multiple times a day, the food safety aspects of these regulatory programs have a significant effect on local public health and the local economy. The Department also licenses and inspects approximately 30 Farmers' Market vendors and numerous year-round festivals and events with numerous vendors that draw thousands of visitors. Furthermore, the explosion of applied sustainability principles and locally produced foods has created a rapidly growing and complex novel foods industry that requires the application of numerous federal and State regulations, and food safety practices and processes far beyond the traditional role of food-service inspections.



The Department is taking several steps to increase efficiency, sustainability, provide public health information, and promote a "health in all policies" approach to community planning, outreach and development. The Department completed a Community Health Profile, Community Health Needs Assessment and Community Health Improvement Plan outline.

The Health Department is also responsible for the planning and implementation of three Emergency Support Functions (ESFs). Emergency Support Functions are groupings of governmental tasks to provide support, resources, program implementation, and services that save lives, protect property, and the environment, restore essential services and critical infrastructure post incident, and help victims and communities recover from disasters. The Health Department supports: ESF #6 Mass Care, Housing and Human Services; ESF#8 Public Health and Medical Services; and ESF #11 Agriculture and Natural Resources.

Education and training in multiple scientific disciplines are vital for Department staff to meet the growing complexity and demands of food protection, public health, environmental health, and emergency response planning on a local level, particularly with diminishing State and federal resources. Department staff must remain competent and prepared to respond to increasingly sophisticated routine duties as well as City and regional outbreaks, exposures, and disasters. Environmental challenges such as climate change, emerging pathogens and emerging contaminants, as well as changing demographics play an ever-increasing role in the understanding of public health and population protection.

Programs and Services

Environmental Health -

- Participate in response to public health crises and issues of local environmental health concerns
- Public and Environmental Health Planning
- Emergency and pandemic planning and response
- Inspect food service operations and conduct consultations for prospective new establishments
- Review and approve food service floor plans and issue food service permits
- Evaluate, permit, and ensure compliance with special processes operations
- Investigate complaints related to failed septic systems, sewer back-ups and improperly disposed trash
- Respond to fires and injuries in restaurants and in other food service establishments
- Inspect in-home daycares and daycare centers, residential care facilities, nursery schools, public and private schools, foster homes, and adult entertainment venues
- Ensure compliance with State and federal food recalls, including proper removal of recall items by stores
- Advocate for the underserved and vulnerable populations and participate in long-term planning
- Investigate food borne illness complaints, including providing food samples to the State public health laboratory for analysis
- Collect food samples from various food services on a scheduled basis as required by the State laboratory
- Investigate complaints regarding water, soil and air quality, lead paint, asbestos, and other environmental hazards and contaminants
- Monitor vector borne diseases and respond if appropriate
- Respond to communicable disease outbreaks in conjunction with the State of NH DHHS
- Respond to complaints regarding pests of public health significance, insanitary living conditions, and public health nuisances
- Participate in community recovery planning and response
- Participate in regional sheltering and plan for local sheltering, and agricultural and natural resources
- Communicate public health risks and provide technical assistance

Goals and Objectives



Goal #1: Protect and promote food safety through food service inspection of establishments and enforcement of local, State, and federal food safety regulations and through education

Objectives

- ✓ Conduct regular inspections of all permanent and temporary food establishments utilizing an electronic documentation system to maximize efficiency and ease of reporting
- ✓ Respond to food borne illnesses and outbreaks as reported by the NH DHHS, Communicable Disease and Control Bureau and public complaints related to local food service establishments
- ✓ Offer food safety education to local food service workers
- ✓ Post electronic inspection reports online

Performance Measurement

(This is a first-year goal, but in future years we will be reporting the following measures)

Inspections and Posting

FY26	% Goal
Annual Inspections Completed	TBD
Routine Inspection Reports Posted	TBD

Citywide Goal Addressed

- *Meet or Exceed State and Federal Legal/Regulatory Requirements Including Those for a Safe and Healthy Community and Environment*

Goal #2: Ensure public and environmental health improvement by monitoring and addressing community health issues and needs and participating in planning/development of potential solutions

Objectives

- ✓ Respond to and investigate public complaints related to potential public health hazards, including environmental and water quality hazards and communicable diseases
- ✓ Respond to notifications by governmental agencies and regulators that a public health issue exists
- ✓ Represent local public health concerns and emerging environmental health risks on local, State, and federal public health assessment, planning, and response groups
- ✓ Identify and advocate for all vulnerable populations
- ✓ Ensure the implementation of the Community Health Improvement Plan

Performance Measurement

(This is a first-year goal, but in future years we will be reporting the following measurements)

- ✓ Track implementation of the Community Health Improvement Plan into City resources and planning, including the Master Plan

Citywide Goals Addressed

- *Support the needs of residents, businesses, nonprofits, arts, and cultural institutions by leveraging City and local resources*
- *Integrate sustainability, resilience, and climate change mitigation actions throughout City government and community*
- *Enhance the supply of housing choices, especially the supply of below-market rate housing options*
- *Welcome and Support Diversity in the Workplace and Community*
- *Meet or Exceed State and Federal Legal/Regulatory Requirements Including Those for a Safe and healthy Community and Environment*
- *Deliver Services and Programs with Courtesy, Professionalism, and Efficiency*

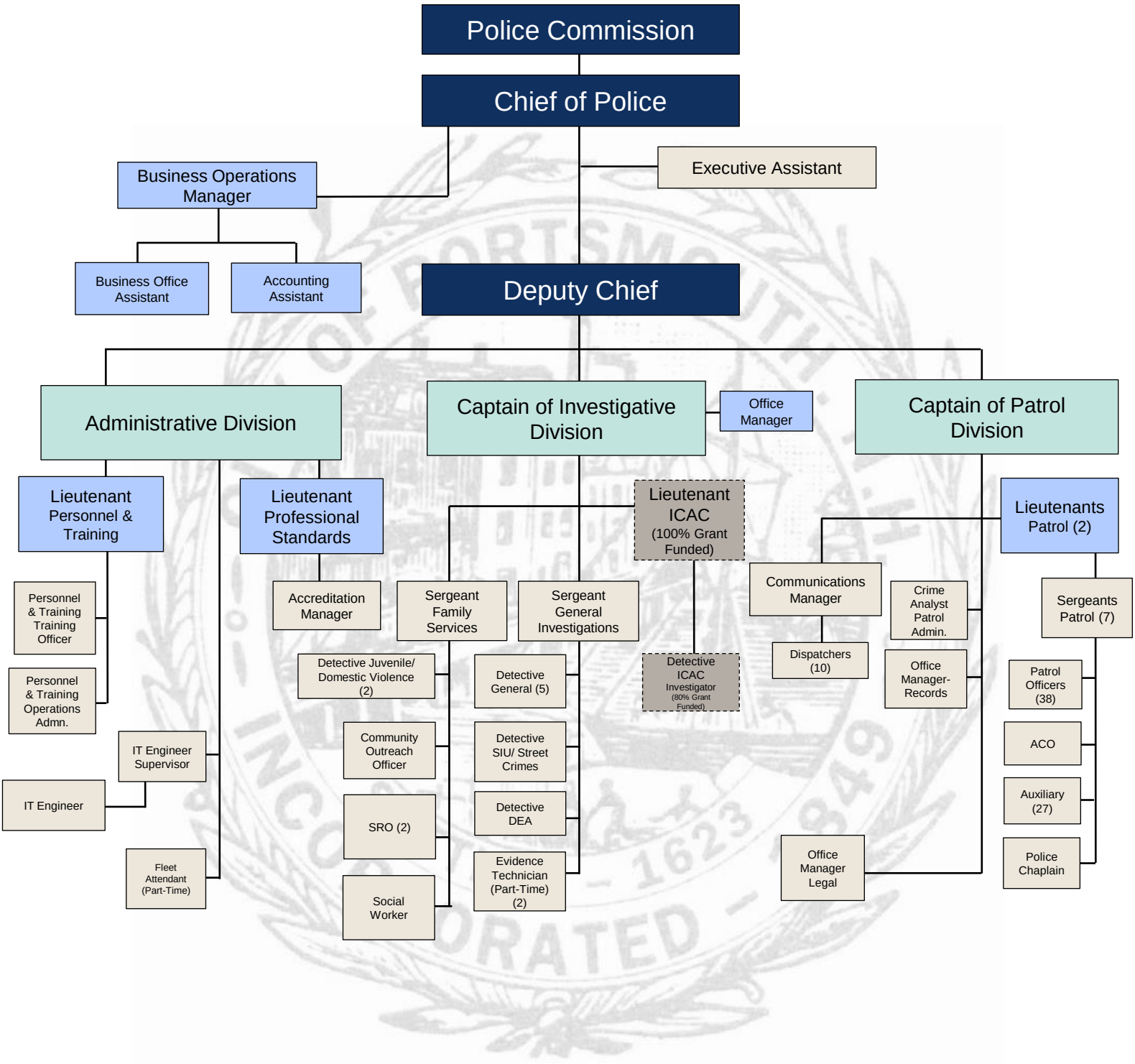
FY26 BUDGETED POSITION AND SALARY DETAIL

	STEP	POSITION	SALARY
HEALTH DEPARTMENT			
PMA GRADE 22	H	HEALTH OFFICER	129,893
PMA GRADE 20	2F/10G	DEPUTY HEALTH OFFICER	115,208
PMA GRADE 15	7.5D/4.5E	HEALTH INSPECTOR	85,646
PMA GRADE 15	10B/2C	HEALTH INSPECTOR	76,889
		EDUCATION STIPEND(S)	3,584
		TOTAL DEPARTMENT	**411,220**

		FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
HEALTH DEPARTMENT					
01-790-430-51-110-435					
011001	REGULAR SALARIES	399,817	397,544	419,358	411,220
015001	LONGEVITY	2,441	2,442	2,508	2,508
022001	SOCIAL SECURITY	24,940	24,425	26,156	25,651
022501	MEDICARE	5,833	5,713	6,117	5,999
023001	RETIREMENT	54,426	54,292	57,078	52,750
043018	REPAIRS-EQUIPMENT	100	-	200	200
055050	PRINTING	100	-	100	100
056001	DUES PROFESSIONAL ORGANIZ	1,005	415	760	760
057101	TRAVEL AND CONFERENCE	4,000	1,712	3,700	3,000
057102	TRAVEL REIMBURSEMENT	1,500	927	1,200	1,200
062001	OFFICE SUPPLIES	150	144	100	100
067001	BOOKS & PERIODICALS	300	-	-	-
074001	EQUIPMENT	300	1,375	400	400
075001	FURNITURE AND FIXTURES	500	500	-	-
HEALTH	TOTAL	**495,412**	**489,489**	**517,677**	**503,888**

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Police Department



Mission

The Portsmouth Police Department actively works in partnership with the community to protect, prevent crime and respectfully, justly, and compassionately help all people.

Community – Commitment – Compassion

Police Department

Services Overview

- ✓ Crime Prevention
- ✓ Community Safety
- ✓ Emergency Communications Center
- ✓ Records

Did you know?

Did you know late in 2024, the Police Department was the recipient of the New England Chiefs of Police Association annual award for Outstanding Community Policing? All Police Departments in New England were eligible to win the award and Portsmouth won for the category of, agency that serves a population between 15,000 and 30,000. This recognition shows the Department's commitment to community-oriented policing practices.

Department Budget Comments

The City Manager's recommended FY26 Police budget is $14,910,638. This represents a $323,934 or 2.22% increase over FY25.

The Proposed Budget reflects the same line item detail as the Police Department requested budget, but reduces the Department request further, by eliminating the three sworn officer "delay hire" positions, the one "delay hire" dispatch position, and adds $32,865 or 20% toward the cost of a citywide Cybersecurity Analyst. These recommendations net a reduction of $99,081 from the Police Department proposed 2.9% budget. The FY26 requested budget, voted by the Police Commission, is $15,009,719. This represents a $423,015 or 2.90% increase over FY25.

Position Summary Schedule

Positions Full Time	FY24	FY25	FY26 Dept. Request	FY26 City Manager Budget
Chief	1.00	1.00	1.00	1.00
Deputy Chief	1.00	1.00	1.00	1.00
Captain	2.00	2.00	2.00	2.00
Lieutenants	5.00	5.00	5.00	5.00
Sergeants *	9.00	9.00	9.00	9.00
Officers **	52.00	52.00	52.00	49.00
Communications Manager	1.00	1.00	1.00	1.00
IT Engineer Supervisor	-	1.00	1.00	1.00
Cybersecurity Analyst	-	-	-	0.20
IT Manager	1.00	-	-	-
IT Engineer	-	1.00	1.00	1.00
IT Administrator	1.00	-	-	-
Executive Assistant	1.00	1.00	1.00	1.00
Business Operations Manager	1.00	1.00	1.00	1.00
Business Assistant	1.00	1.00	1.00	1.00
Accreditation Manager	1.00	1.00	1.00	1.00
Social Worker	1.00	1.00	1.00	1.00
Dispatchers	10.00	10.00	10.00	9.00
Office Manager - Records/Legal/Investigative	3.00	3.00	3.00	3.00
Crime Analyst/ Patrol Support	1.00	1.00	1.00	1.00
P&T Operations Admn	1.00	1.00	1.00	1.00
Accounting Assistant	1.00	1.00	1.00	1.00
Animal Control Officer	1.00	1.00	1.00	1.00
Totals Full Time	**95.00**	**95.00**	**95.00**	**91.20**
Positions Part-Time	**FY24**	**FY25**	**FY26 Dept. Request**	**FY26 City Manager Budget**
Auto Maintenance	1.00	1.00	1.00	1.00
Evidence Technician	2.00	2.00	2.00	2.00
Auxiliary Police (# of Positions)	27.00	27.00	27.00	27.00
Dispatcher	On Call	On Call	On Call	On Call
Totals Part Time	**30.00**	**30.00**	**30.00**	**30.00**

* 1 Lieutenant – 100% Grant Funded
** 1 Detective – 80% Grant Funded
** 1 Detective SRO budgeted partially in Police & School
** 1 Officer budgeted partially in Police & Parking & Transportation Special Revenue Fund
*** 1 Victim Advocate – Moved to Legal Department FY24

Key drivers of the FY26 budget increase include contractual step and COLA increases and applicable benefits, a re-grade of two IT positions to align with non-union job classifications, insurance costs, computer software maintenance agreements, and increases in gasoline, phone, recruiting, and training lines.

The Department has experienced a higher-than-normal number of retirements and resignations over the past five years, which has resulted in non-stop recruiting. Fortunately, with fewer staff at retirement age,

and the positive impact the recent collective bargaining agreements have had on retention, the pace of vacancies is noticeably slower, while officer and dispatch applicant numbers are increasing.

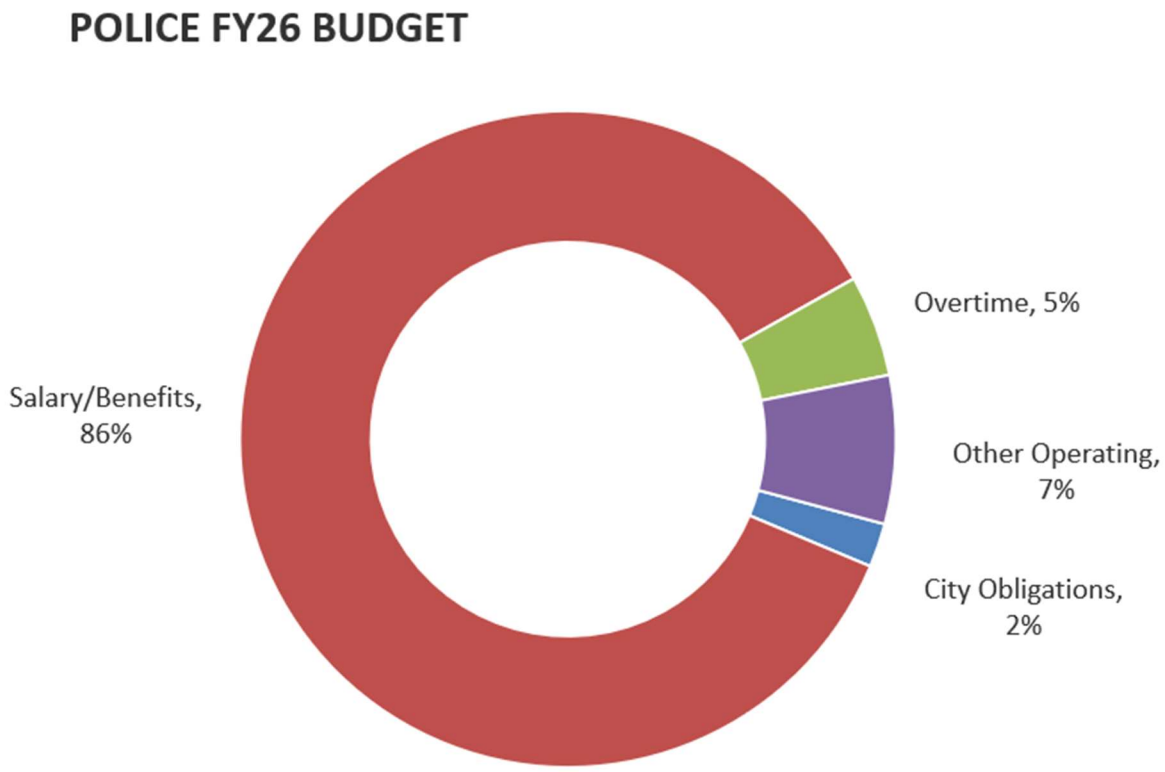
To address current recruiting trends for vacant positions, the FY26 requested budget reflects an interim savings of $254,489 by delay hiring for four projected vacancies. Although the Department is awaiting the results of a staffing study, conducted by Matrix Consulting Group, the following positions reflect delay hire dates in FY26 that coincide with police academy dates for officers, and an effort to not over burden training staff in dispatch.



Officer #50 delay hire 12/2025	$44,327
Officer # 51 delay hire 03/2026	$72,475
Officer # 52 delay hire 03/2026	$72,475
Dispatcher #10 delay hire 05/2026	$65,612
	$254,489

The budget presented is also net of Federal and State Grants. In addition, the School Department funds $49,225 for a portion of a School Resource Officer (SRO) and the Parking & Transportation Special Revenue Fund supports $60,000 for downtown and parking related policing.

The Police Department budget breaks down as follows:



Budget Summary of Expenditures

	FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 DEPARTMENT REQUEST	FY26 CITY MANAGER RECOMMENDED
POLICE DEPARTMENT					
SALARIES - UNIFORM	5,222,373	4,893,913	5,473,377	5,555,265	5,469,162
SALARIES - CIVILIAN	1,637,921	1,277,132	1,792,026	1,826,150	1,845,463
SHIFT DIFFERENTIAL	41,540	23,770	42,713	43,095	43,095
PART-TIME SALARIES	180,968	201,663	186,847	195,449	195,449
COMMISSIONER STIPEND	3,600	3,600	3,600	3,600	3,600
OVERTIME	700,123	1,018,775	718,984	754,231	754,231
HOLIDAY	242,341	213,205	249,625	252,012	248,917
LONGEVITY	55,925	49,641	56,125	63,036	63,036
SPECIAL DETAIL / EDUCATION STIPEND	225,822	208,184	268,578	264,420	265,741
RETIREMENT	2,249,335	2,094,142	2,326,054	2,367,783	2,340,611
HEALTH INSURANCE	1,656,529	1,656,529	1,711,360	1,782,724	1,782,724
DENTAL INSURANCE	129,150	99,459	132,439	134,213	131,229
INSURANCE REIMBURSEMENT	18,250	15,667	16,250	16,000	16,000
LEAVE AT TERMINATION	180,203	180,203	180,203	180,203	180,203
LIFE AND DISABILITY	36,635	24,661	38,266	39,016	38,543
WORKERS' COMPENSATION	151,317	151,317	133,003	146,781	146,781
OTHER BENEFITS	319,605	278,289	339,854	343,509	343,621
POLICE SERVICES-PARKING FUND	(60,000)	(60,000)	(60,000)	(60,000)	(60,000)
Contractual Obligations	*12,991,637*	*12,330,148*	*13,609,304*	*13,907,487*	*13,808,406*
TRAINING/EDUCATION/CONFERENCES	119,959	136,249	123,761	153,426	153,426
GASOLINE	91,910	102,068	91,910	104,310	104,310
CONTRACTED SERVICES	52,773	206,841	53,566	56,536	56,536
PROFESSIONAL ORGANIZATION DUES	17,396	13,306	16,448	14,755	14,755
SOFTWARE/COMPUTER MAINTENANCE	275,156	297,760	279,734	324,212	324,212
OTHER OPERATING	411,162	632,914	411,981	448,993	448,993
Other Operating	*968,356*	*1,389,139*	*977,400*	*1,102,232*	*1,102,232*
TOTAL	13,959,993	13,719,287	14,586,704	15,009,719	14,910,638

Programs and Services

Crime Prevention

- Maintain active visible patrol by uniformed officers
- Enforce State laws and City ordinances
- Educate the public in ways to improve and enhance the security of their lives and property
- Aggressively investigate all crime, both reported and discovered
- Conduct narcotic investigations to include undercover operations, work with informants, debrief individuals arrested by uniformed officers, coordinate activities with the Seacoast's Drug Task Force and the Drug Enforcement Agency



Community Safety



- Crime Stoppers Tip Line – Anonymous telephone line that encourages the reporting of crime/criminal activity
- Internet Crimes Against Children (ICAC) Task Force – Investigations that focus on offenders who utilize online communication systems such as real time chat, chat rooms, and e-mail as a medium to solicit children for in-person meetings and subsequent sexual activity
- National Night Out – Event designed to heighten crime and drug prevention awareness
- Explorers Program – Award-winning program giving the youth a chance to look at the career of policing first hand
- Citizens Police Academy – This class provides the citizens of Portsmouth a view into the police department and teaches what officers do and services they provide



Emergency Communications Center

- Handles approximately 73,000 phone calls and between 45,000 and 55,000 computer-aided dispatch calls annually
- Dispatches Police, Fire and EMS, and the Department of Public Works

Records

- Maintains the storage and retrieval of confidential case information
- Prepares the release of information to the media and the public

Goals and Objectives

The department goals and objectives include a status code as follows:
P – Planning Stage, **A** – Action Stage, **E** – Evaluation Stage, **T** – Target Date for Completion

PATROL			
Goal #1: Enhanced policing services	Objective: Increase directed patrol activities to tackle quality of life issues such as noise, disorderly conduct, etc. with an emphasis on the downtown area	A	T Ongoing
Goal #2: Increase and improve Community Policing Efforts	Objective: Expand public presentations to ensure residents are prepared for potential situations that may impact their safety (CRASE, ALICE, Self Defense)	A	T Ongoing
	Objective: Establish protocols/standard operating procedures that meet CALEA standards	A	T Ongoing
	Objective: Develop additional Cops with Kids,	A	T Ongoing

		Citizens Police Academy, and National Night Out type activities to engage with the public and provide opportunities to communicate one-on-one.		
	Goal #3: Increase presence in downtown area	Objective: Evaluate establishing a sub-station in the downtown area	P	T FY25
		Re-establish the Downtown Business Association	AE	T FY25 Add Ongoing
	Goal #4: Improve and increase traffic and safety initiatives.	Objective: Secure grant funding for targeted traffic issues	AE	T Ongoing
		Objective: Maintain focus on speeding issues throughout the city to mitigate them	A	T Ongoing
	Goal #5: Expanded staff abilities, knowledge and professional career growth	Objective: Connect with individual employees to identify and cultivate personal goals through applicable training, community & department related activities, and work product to provide a path for career potential within the department mission	A	T Ongoing Maintenance
		Objective: Expand the abilities and cost savings to the department by investing in “Train the Trainer” initiatives to increase the ability of in-house trainers training staff vs. outside vendors	A	T Ongoing Maintenance
	Goal #6: Utilize technology and equipment to improve service delivery	<u>Drone Program</u> Objective: Maintain and update changes to standard operating procedures as per changing laws and regulations	A	T Ongoing
		Objective: Schedule Training and Implement for established members of the team and new members	A	T Ongoing
		<u>Body Worn Cameras</u> Objective: Create a standard operating procedure compliant with federal, state, and local laws and certified by the BWC grant	P	T FY26
		Objective: Establish the training and protocols prior to equipment deployment	P	T FY26
		Objective: Monitor and evaluate program and create a feedback system	P	T FY26-FY27
	INVESTIGATIVE			
	Goal #1: Expanded collaborations to combat crime	Objective: Pursue grant opportunities to help fund new enforcement initiatives	A	T Ongoing
		Objective: Schedule active shooter response between the police department, school staff, and regional response annually	A	T Ongoing
		Objective: Expand public awareness of the resources, outreach, and public service support provided by the department social worker.	A	T FY26
	Goal #2: Combat drug influx/drug overdoses	Objective: Expand SIU (Special Investigative Unit) drug enforcement capabilities along with State and federal agencies	A	T Ongoing
	Goal #3: Improve crime investigation and case resolution	Objective: Implement recommendations from the evaluation of caseload-to-detective ratio to mitigate backlog	A	T Ongoing Re-evaluation annually due to staffing issues
	Goal #4: Resolve unsolved homicides	Objective: Engage other agencies, experts, and temporary staff to resolve the investigations of six homicide victims	A	T Ongoing

	Goal #5: Increased skills and knowledge of Crime Scene Team (CST)	Objective: Expand knowledge of team members to further assist in crime scene investigations	A	T Ongoing
	Goal #6: Staffing succession plan for computer crimes investigations	Objective: Execute the 2-yr training process. With the retirement of the ICAC detective in FY24 the primary focus is training the selected detective to backfill this position	A	T FY26
	ADMINISTRATION			
	Professional Standards			
	Goal #1: Maintain CALEA Certification (Commission on Accreditation of Law Enforcement Agencies)	Objective: Complete on-site assessments Note: Achieved CALEA Re-Accreditation at the end of FY23. Top Tier Level	A	T Jan 2027
		Objective: Complete yearly reviews of compliance in preparation for next re-accreditation on-site	A	T FY25, FY26, FY27
		Objective: Attain positive commission review & certification decision	A	T May 2027
		Objective: Maintain compliance and re-accreditation	A	T 4-yr accreditation cycle began Feb 2023 and will end 2027
	Personnel & Training			
	Goal #1: To have no vacant positions	Objective: Backfill current vacancies from resignations, retirements, promotions (Dispatchers, Officers, Aux Officers)	A	T Ongoing
	Goal #2: Recruitment of Quality Candidates	Objective: Utilize strategies to recruit quality officers nationally due to the dwindling numbers of those seeking a law enforcement career locally and nationally	A	T Ongoing
	Goal #3: Methodical and cost effective training	Objective: Training officer will conduct on-going monthly roll call training	A	T Ongoing
		Objective: Train sworn staff individually in 2-day active shooter response annually	A	T Ongoing
		Objective: Increase hosted training session at the department in exchange for ‘free seats” for staff Hosting training has stretched the department training budgets to help defray the cost of the Governor’s officer training hours mandate	A	T Ongoing
	Goal #4: Improve policies and procedures	Objective: Review and update as needed to comply with CALEA	A	T Ongoing
	Goal #5: Enhance intern program	Objective: Recruit interns to assist in areas of law enforcement and administrative programs	A	T Ongoing
	Information Technology & Communications			
	Goal #1: Improved communication center interactive systems and equipment	Objective: FY24 chose a dispatch (CAD)/records management system (RMS) that better met the department’s needs/growth FY24 began implementation that takes	A	T FY26 Anticipated will be completed by Fall/Quarter 3 of FY26

		approximately 18-24 months. Note: Vendor delayed roll out to FY26 due to state/vendor interface issues		
	Goal #2: Upgrade phone system and emergency redundances	Objective: Establish a plan for upgrade and layered emergency redundancies with vendor		T FY26
	Goal #3: Expand cell phone program in Patrol	Objective: Prepare for Body Worn Camera project and electronic evidence transmission, as well as additional officer cell applications	A	T FY26
	Goal #4: Electronic management of department's files	Objective: Assemble records retention committee to evaluate and devise standard operating procedures to include federal and State guidelines	A	T FY26 and Ongoing
		Objective: Assist divisions with documentation evaluation, indexing, and training Note: Records and Investigations are active currently	A	T On-going
	Goal #5: Improve dispatch operations	Objective: Increase training opportunities for staff to include CRASE training, APCO classes, and attainment of certifications	A	T Ongoing
	Goal #6: Improve IT redundancies for mission critical components.	Objective: Complete PPD specific manuals/tutorials/training guides for IT cross-training	A	T On-going
		Objective: Complete upgrade of redundant dispatch center at Fire Station 2 Complete testing by communications staff	A	T Completed FY24 T FY25
		Prosecution		
	Goal #1: Improved efficiencies between the court office, other legal entities, and officers	Objective: Evaluate court calendar systems to improve officer notification of court commitments Note: as part of the CAD/RMS system implementation (due Fall of FY26), an ancillary software, Prosecutor By Karpel, will be utilized to solve court calendar issues.	A	T FY26
	Goal #2: Improve scheduling issues at the Court despite state cutbacks/ consolidations in courts/judges	Objective: Solicit stakeholders to become involved to resolve issues of court overtime/ wasted officer time	A	T Ongoing
		Records		
	Goal #1: Electronic management of files and forms	Objective: Scan closed defendant files into the electronic document imaging system and index	A	T Ongoing
		Objective: Create an electronic reporting system for low solvability incidents	A	T FY23-25 with new CAD/RMS System
		Objective: Create electronic fillable forms for website	A	T FY25
		BUSINESS/FACILITIES		
	Goal #1: Make a strategic plan to meet the needs of the community and the department	Objective: Define detailed scope/direction and establish measures for a 5-year plan	A	T Ongoing updated annually
		Objective: Implement strategic plan (5yr-2025-29)	A	T FY25
	Goal #2: Improve Police facilities	Objective: Evaluate renovation vs new construction options	E	T FY25 Blue Ribbon Committee
		Objective: Conduct a site evaluation and produce	P	T FY25

		concept drawings		Completed
		Objective: Prepare a presentation for council/public	A	T FY23-25
	Goal #3: Improve Public Reporting	Objective: Re-establish monthly report that will update the public statistically Note: The department continues to add to the information provided on the police webpage to include items like statistics, publications, studies, public surveys	P	
	Goal #4: Effective Business Office operations.	Objective: Migrate false alarm billing/receivables into the City financial system Note: the City Finance Department is in the process of choosing a new financial software system. It is anticipated this goal will be addressed at that time	P	T FY26
	Citywide Goal Addressed • Protect the Community Through Fire and Crime Cessation and prevention for its Residents and Businesses			







Grants and External Funding





The Police Department pursues grants and external funding to pay for salaries, benefits, overtime, equipment, training, and supplies. These funds come from a variety of sources including State and federal agencies and local sources.

Below is a summary of the projected **salary and benefits portions** that these funds support.

Grants/External Funding

Program (Salary/Benefits Only)	**FY24 Budget**	**FY25 Budget**	**FY26 Budget**
Internet Crimes Against Children ^^	245,895	254,087	267,107
School Resource Officer*	49,225	49,225	49,225
Patrol Officer**	60,000	60,000	60,000
TOTAL	**355,120**	**363,312**	**376,332**

Staffing	**FY24 Budget**	**FY25 Budget**	**FY26 Budget**
Bureau of Investigative Services			
Lieutenant-ICAC^^	1.0	1.0	1.0
Detective-ICAC^^	.80	.80	.80
Detective-SRO* *(approx. FTE)*	.50	.50	.50
Patrol Division			
Officer** *(approx. FTE)*	.70	.68	0.57
TOTAL	**3.00**	**2.98**	**2.87**

^^ *ICAC-Grant Funds*
* *Budgeted partially in Police & School*
** *Budgeted in Parking & Transportation*

Below is a summary of the projected **other grant funds** and what these funds support.

Program*	**FY24 Budget**	**FY25 Budget**	**FY26 Budget**
Bulletproof Vest-Equipment	5,762	6,000	6,000
NH Highway Safety-Enforcement OT	28,807	29,000	29,000
Dept of Homeland Security-Equipment	18,818	20,000	20,000
Edward Byrne Justice Assistance-Equipment/Training	11,624	11,000	11,000
US Drug Task Force-Investigations OT	17,840	18,000	18,200
Body Worn Cameras-Equipment			63,334
TOTAL	**82,851**	**84,000**	**147,534**

Performance Measures

Arrests – Group A

	2023	2024
Homicide, Non-Negligent Manslaughter, Negligent Manslaughter	1	2
Kidnapping	0	4
Forcible/Non-Forcible Sex Offenses, Incest, Rape	28	19
Robbery	2	2
Aggravated Assaults	20	35
Simple Assaults/Intimidation	287	289
Arson	1	3
Extortion/Blackmail	6	2
Burglary	14	7
Larceny	218	270
MV Theft	15	24
Counterfeiting/Forgery	11	23
Fraud	128	132
Embezzlement	0	3
Stolen Property	11	17
Damage/Vandalism	165	153
Drug/Narcotics	53	32
Pornography	6	11
Gambling	0	0
Prostitution	0	1
Bribery	0	0
Weapons Violations	3	3
Totals	969	1,032

Arrests – Group B

	2023	2024
Bad Checks	6	7
Curfew/Loitering/Vagrancy	2	5
Disorderly Conduct	68	61
Driving Under the Influence	91	120
Drunkenness	95	88
Family Offenses, Nonviolent	9	12
Liquor Law Violations	19	26
Runaway	30	8
Trespass of Real Property	54	82
All Other Offenses (Except Traffic)	276	335
Totals	650	744

Total Arrests Made in Both Groups A & B

Calendar 2023	Calendar 2024
1,619	1,776

Calls for Service

Calendar 2023	Calendar 2024
44,805	39,544

Total Motor Vehicle Stops

Calendar 2023	Calendar 2024
8,144	7,476

FY26 BUDGETED POSITION AND SALARY DETAIL

UNION	STEP	POSITION	SALARY
	Police Department		
	RANKING PERSONNEL		
CONTRACT	Incrs 2/1/26	CHIEF	182,000
CONTRACT		DEPUTY CHIEF	158,908
PPROA	3	CAPTAIN-DETECTIVE	122,022
PPROA	3	CAPTAIN-PATROL	122,022
PPROA	7	LIEUTENANT - DETECTIVE- ICAC*	117,273
PPROA	5	LIEUTENANT	114,962
PPROA	4	LIEUTENANT	113,824
PPROA	4	LIEUTENANT	113,824
PPROA	3	LIEUTENANT	112,697
PPROA	5	SERGEANT	106,176
PPROA	5	SERGEANT-DETECTIVE	106,176
PPROA	5	SERGEANT	106,176
PPROA	4	SERGEANT-DETECTIVE	105,125
PPROA	4	SERGEANT	105,125
PPROA	4	SERGEANT	105,125
PPROA	3	SERGEANT	104,084
PPROA	3	SERGEANT	104,084
PPROA	2	SERGEANT	103,053
		TOTAL FULL RANKING	**2,102,652**
	NON-RANKING PERSONNEL		
PPPU L-#11	18	OFFICER-TRAINING	88,724
PPPU L-#11	18	DETECTIVE	88,724
PPPU L-#11	18	DETECTIVE	88,724
PPPU L-#11	18	DETECTIVE	88,724
PPPU L-#11	18	DETECTIVE	88,724
PPPU L-#11	18	DETECTIVE	88,724
PPPU L-#11	15	DETECTIVE	83,608
PPPU L-#11	13	PATROL-SRO	80,361
PPPU L-#11	12	PATROL	78,784
PPPU L-#11	11	DETECTIVE	77,241
PPPU L-#11	11	PATROL	77,241
PPPU L-#11	11	PATROL	77,241
PPPU L-#11	10	DETECTIVE	75,726
PPPU L-#11	10	PATROL	75,726
PPPU L-#11	9	PATROL	74,241
PPPU L-#11	9	PATROL	74,241
PPPU L-#11	9	PATROL	74,241
PPPU L-#11	9	PATROL	74,241
PPPU L-#11	9	PATROL	74,241
PPPU L-#11	8	DETECTIVE-ICAC**	72,785
PPPU L-#11	8	PATROL	72,785
PPPU L-#11	8	PATROL	72,785
PPPU L-#11	7	PATROL	71,358

PPPU L-#11	7		PATROL	71,358
PPPU L-#11	7		PATROL	71,358
PPPU L-#11	7		PATROL	71,358
PPPU L-#11	7		PATROL	71,358
PPPU L-#11	7		PATROL	71,358
PPPU L-#11	6		PATROL-SRO	69,959
PPPU L-#11	6		PATROL	69,959
PPPU L-#11	6		PATROL	69,959
PPPU L-#11	6		PATROL	69,959
PPPU L-#11	6		DETECTIVE	69,959
PPPU L-#11	6		DETECTIVE	69,959
PPPU L-#11	5		PATROL	68,587
PPPU L-#11	4		PATROL	67,242
PPPU L-#11	4		PATROL	67,242
PPPU L-#11	4		PATROL	67,242
PPPU L-#11	4		PATROL	67,242
PPPU L-#11	3		PATROL	65,924
PPPU L-#11	3		PATROL	65,924
PPPU L-#11	3		PATROL	65,924
PPPU L-#11	3		PATROL	65,924
PPPU L-#11	3		PATROL	65,924
PPPU L-#11	3		PATROL	65,924
PPPU L-#11	3		PATROL	65,924
PPPU L-#11	3		PATROL	65,924
PPPU L-#11	2		PATROL	64,631
			TOTAL NON-RANKING PERSONNEL	**3,591,235**
			FY26 PROJECTED GRANT/EXETERNAL FUNDING	**(224,726)**
			TOTAL SWORN PERSONNEL	**5,469,161**

CIVILIANS

NON GRADE 24	E	⑲	CYBERSECURITY ANALYST	27,297
NON GRADE 24	B		IT ENGINEER SUPERVISOR	116,583
NON GRADE 21	B		IT ENGINEER	100,807
NON GRADE 18	H		OPERATIONS MANAGER	106,982
PPCEA	4		SOCIAL WORKER	86,459
PMA GRADE 17	B		COMMUNICATIONS MANAGER	86,078
PPCEA	3		DISPATCHER-LEAD	81,275
NON GRADE 13	F		EXECUTIVE ASSISTANT	80,943
PPCEA	2		DISPATCHER-LEAD	79,078
PPCEA	2		DISPATCHER-LEAD	79,078
PPCEA	8		OFFICE MANAGER - DETECTIVES	73,011
NON GRADE 11	E		BUSINESS OFFICE ASSISTANT	72,766
NON GRADE 11	D/E		OPERATIONS ADMINISTRATOR	71,020
PPCEA	7		CRIME ANALYST/PATROL SUPPORT	71,224
PPCEA	7		DISPATCHER	70,299
NON GRADE 13	B		ACCREDITATION MANAGER	69,935
PPCEA	6		OFFICE MANAGER-RECORDS	69,482
PPCEA	6		OFFICE MANAGER - LEGAL	69,482
PPCEA	6		DISPATCHER	68,095
PPCEA	7		ACCOUNTING ASSISTANT	64,889
PPCEA	4		DISPATCHER	63,702
PPCEA	2		DISPATCHER	59,309

PPCEA	2	DISPATCHER	59,309
PPCEA	2	DISPATCHER	59,309
PPCEA	8	ANIMAL CONTROL OFFICER	59,054
		TOTAL FULL TIME CIVILIANS	**1,845,462**
	PART-TIME CVIVILIAN		
PPCEA	6	EVIDENCE TECH 2	54,423
N/A	n/a	AUXILIARY POLICE	49,351
PPCEA	7	EVIDENCE TECH 1	43,795
PPCEA	3	PT AUTO ATTENDENT	30,776
PPCEA	n/a	PT DISPATCHER - On call	17,104
		TOTAL PART TIME CIVILIANS	**195,449**
		TOTAL CIVILIAN PERSONNEL	**2,040,911**
		TOTAL ALL PERSONNEL	**7,510,073**

PERSONNEL NON FUNDED FOR FY26

PPPU L-#11	6	PATROL	0
PPPU L-#11	6	PATROL	0
PPPU L-#11	6	PATROL	0
PPCEA	2	DISPATCHER	0

PERSONNEL NON FUNDED IN VARIOUS PRIOR FISCAL BUDGET YEARS

	UNFUNDED	CAPTAIN	0
	UNFUNDED	SERGEANT	0
	UNFUNDED	DISPATCHER #11	0
	UNFUNDED	DISPATCHER #12	0
	UNFUNDED	PT DATA ENTRY CLERK (PT to FT FY17)	0
	UNFUNDED	PT ANIMAL CONTROL OFFICER	0
	UNFUNDED	FAMILY SERVICES SECRETARY	0
	UNFUNDED	YOUTH ADVOCATE	0

		FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
POLICE DEPARTMENT BENEFITS 01-740-104-00-110-412					
099999	CITY MANAGER RECOMMENDED	-	-	-	-
011061	INSURANCE REIMBURSEMENT	18,250	15,667	16,250	16,000
016001	LEAVE AT TERMINATION	180,203	180,203	180,203	180,203
021001	INSURANCE-HEALTH	1,656,529	1,656,529	1,711,360	1,782,724
021101	INSURANCE-DENTAL	129,150	99,459	132,439	131,229
021501	INSURANCE-LIFE	12,881	9,347	14,372	14,553
021601	INSURANCE-DISABILITY	23,629	15,182	23,721	23,827
021602	INSURANCE-AD&D	125	132	173	163
022001	SOCIAL SECURITY	-	134	-	-
022501	MEDICARE	-	227	-	-
026002	INSURANCE-WORKERS COMP	151,317	151,317	133,003	146,781
	Police Department Benefits	**2,172,084**	**2,128,197**	**2,211,521**	**2,295,480**
DETECTIVE DIVISION 01-740-510-13-110-412					
011001	REGULAR SALARIES	127,459	87,699	147,248	159,470
011041	SALARIES UNIFORM PERSONNE	1,038,174	942,444	1,076,311	1,118,768
012001	PART TIME SALARIES	91,114	86,304	92,726	98,218
014041	OVERTIME	110,411	99,335	113,381	108,443
015001	LONGEVITY	16,614	18,328	21,014	22,571
017001	HOLIDAY PREMIUM PAY	52,918	47,612	54,112	56,153
018030	STIPEND	2,036	-	1,500	1,500
018034	EDUCATION STIPEND	20,922	27,513	28,347	32,677
018042	SPECIAL DETAIL	38,683	44,037	49,893	52,472
022001	SOCIAL SECURITY	13,823	10,707	15,131	16,256
022501	MEDICARE	22,508	18,997	23,747	24,701
023001	RETIREMENT	24,948	18,834	27,352	28,048
023002	RET-POLICE OFFICER	415,031	365,359	435,731	444,848
034104	CELLULAR PHONES	-	499	-	500
034203	COMPUTER/SOFTWARE MAINT	-	8,158	-	-
039001	PROFESSIONAL SERVICES	2,000	5,298	2,030	5,000
054050	TRAINING	6,125	5,511	6,217	6,217
055050	PRINTING	500	275	508	508
056001	DUES PROFESSIONAL ORGANIZ	624	441	634	634
057101	TRAVEL AND CONFERENCE	5,100	9,583	5,177	9,177
061002	MISCELLANEOUS SUPPLIES	4,346	6,753	4,411	6,411
062001	OFFICE SUPPLIES	1,600	3,285	1,624	2,624
062007	COMPUTER/PRINTER SUPPLIES	3,181	2,223	3,229	3,000
067001	BOOKS & PERIODICALS	684	386	694	500
068001	CLOTHING ALLOWANCE	12,921	12,724	13,140	13,517
068002	CLOTHING	340	(406)	345	345
074001	EQUIPMENT	7,920	55,339	8,038	8,038
074003	SOFTWARE	2,000	-	2,030	2,030
075001	FURNITURE AND FIXTURES	1,190	1,305	1,208	608
091006	TRANSFER FR SCHOOL	-	(49,225)	-	-
	BIS	**2,023,172**	**1,829,317**	**2,135,778**	**2,223,234**
GENERAL PATROL 01-740-520-15-110-412					
011001	REGULAR SALARIES	-	(13)	-	-
011041	SALARIES UNIFORM PERSONNE	3,589,710	3,335,486	3,760,142	3,691,976
011063	SHIFT DIFFERENTIAL	14,209	12,728	14,647	15,063
014041	OVERTIME	193,228	270,127	198,426	208,143
015001	LONGEVITY	23,243	12,500	14,890	19,009
017001	HOLIDAY PREMIUM PAY	175,306	152,048	180,776	177,499
018030	STIPEND	4,930	2,000	5,000	5,000
018034	EDUCATION STIPEND	65,456	68,622	83,242	80,886
018042	SPECIAL DETAIL	22,973	8,500	11,296	6,336
022001	SOCIAL SECURITY	-	72	-	-
022501	MEDICARE	59,557	52,413	62,037	61,016
023001	RETIREMENT	-	97	-	-
023002	RET-POLICE OFFICER	1,284,800	1,164,742	1,299,725	1,302,373
054050	TRAINING	17,242	27,096	17,500	20,500
055050	PRINTING	2,103	5,965	2,135	2,135

		FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
056001	DUES PROFESSIONAL ORGANIZ	1,020	440	1,036	536
057101	TRAVEL AND CONFERENCE	10,201	18,126	10,354	15,354
061002	MISCELLANEOUS SUPPLIES	7,161	4,398	7,269	5,500
062001	OFFICE SUPPLIES	2,165	1,520	2,197	2,197
062007	COMPUTER/PRINTER SUPPLIES	3,570	1,933	3,641	3,000
067001	BOOKS & PERIODICALS	510	1,943	518	518
068001	CLOTHING ALLOWANCE	48,288	43,496	49,615	48,047
068002	CLOTHING	9,497	21,238	9,639	15,639
074001	EQUIPMENT	27,294	41,485	27,704	27,704
075001	FURNITURE AND FIXTURES	2,601	38,588	2,640	1,340
091005	TRANSFER FROM PARKING	(60,000)	(60,000)	(60,000)	(60,000)
Patrol		**5,505,064**	**5,225,549**	**5,704,429**	5,649,771
ANIMAL CONTROL					
01-740-520-16-110-412					
011001	REGULAR SALARIES	54,019	54,556	57,423	59,054
014041	OVERTIME	361	1	371	389
015001	LONGEVITY	638	1,100	1,200	1,300
018034	EDUCATION STIPEND	596	-	-	-
022001	SOCIAL SECURITY	3,465	3,345	3,705	3,815
022501	MEDICARE	808	782	855	881
023001	RETIREMENT	7,453	7,530	7,932	7,695
039001	PROFESSIONAL SERVICES	520	30	528	528
054050	TRAINING	533	462	541	541
056001	DUES PROFESSIONAL ORGANIZ	50	40	51	51
057101	TRAVEL AND CONFERENCE	50	-	51	51
061002	MISCELLANEOUS SUPPLIES	124	551	126	201
068001	CLOTHING ALLOWANCE	745	746	766	766
068002	CLOTHING	114	-	115	115
074001	EQUIPMENT	1,617	187	1,641	500
Animal Control		**71,093**	**69,331**	**75,305**	**75,887**
AUXILIARY					
01-740-520-17-110-412					
012001	PART TIME SALARIES	41,522	52,910	47,988	49,351
014041	OVERTIME	1,046	6,474	1,103	1,190
018042	SPECIAL DETAIL	3,750	3,819	5,391	5,544
022001	SOCIAL SECURITY	2,872	2,307	3,376	3,477
022501	MEDICARE	672	960	790	813
023001	RETIREMENT	-	257	-	-
023002	RET-POLICE OFFICER	-	528	-	-
054050	TRAINING	1,704	150	1,730	1,730
057101	TRAVEL AND CONFERENCE	102	106	104	104
068002	CLOTHING	2,000	2,890	2,030	2,030
074001	EQUIPMENT	1,266	-	1,285	1,285
Auxiliary		**54,934**	**70,399**	**63,797**	**65,524**
PATROL CANINE					
01-740-520-18-110-412					
014041	OVERTIME	4,222	18,775	4,335	15,037
018042	SPECIAL DETAIL	25,046	20,713	27,823	29,059
022501	MEDICARE	424	559	466	639
023002	RET-POLICE OFFICER	9,155	12,352	10,059	13,648
039001	PROFESSIONAL SERVICES	5,000	8,185	5,075	5,075
054050	TRAINING	1,734	4,142	1,760	4,425
056001	DUES PROFESSIONAL ORGANIZ	377	21	383	100
057101	TRAVEL AND CONFERENCE	-	968	-	-
061002	MISCELLANEOUS SUPPLIES	3,851	4,711	3,909	3,909
068002	CLOTHING	500	325	508	508
074001	EQUIPMENT	6,267	8,646	6,361	6,361
Canine		**56,576**	**79,397**	**60,679**	**78,761**

		FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
EMERGENCY RESPONSE TEAM					
01-740-520-19-110-412					
014041	OVERTIME	29,108	15,332	29,891	31,355
022501	MEDICARE	422	214	433	455
023002	RET-POLICE OFFICER	9,105	4,878	9,350	9,704
056001	DUES PROFESSIONAL ORGANIZ	6,120	5,000	5,000	5,000
057101	TRAVEL AND CONFERENCE	-	464	-	-
074001	EQUIPMENT	10,976	7,458	11,141	11,141
ERT		**55,731**	**33,346**	**55,815**	**57,655**
FIELD TRAINING OFFICER					
01-740-520-26-110-412					
014041	OVERTIME	10,881	10,212	11,173	11,720
014042	O/T-EDUCATION	-	-	-	-
022501	MEDICARE	158	146	162	170
023002	RET-POLICE OFFICER	3,403	3,194	3,495	3,627
054050	TRAINING	2,000	-	2,030	2,030
057101	TRAVEL AND CONFERENCE	1,575	-	1,598	1,598
061002	MISCELLANEOUS SUPPLIES	200	-	203	203
067001	BOOKS & PERIODICALS	397	-	403	403
FTO		**18,614**	**13,552**	**19,064**	**19,751**
EXPLORERS					
01-740-520-27-110-412					
014041	OVERTIME	2,197	1,593	2,257	2,368
022501	MEDICARE	32	23	33	34
023002	RET-POLICE OFFICER	687	498	706	733
054050	TRAINING	1,000	1,288	1,015	1,015
061002	MISCELLANEOUS SUPPLIES	-	1,180	-	-
068002	CLOTHING	1,530	644	1,553	1,053
EXP		**5,446**	**5,226**	**5,564**	**5,203**
DISPATCH					
01-740-530-00-110-412					
011001	REGULAR SALARIES	667,648	334,169	739,679	705,530
011063	SHIFT DIFFERENTIAL	27,331	11,042	28,066	28,032
012001	PART TIME SALARIES	16,287	34,800	17,079	17,104
014041	OVERTIME	87,853	373,150	90,216	96,671
015001	LONGEVITY	1,948	2,500	2,600	2,700
018032	TRAINING STIPEND	8,748	10,947	18,299	18,819
018034	EDUCATION STIPEND	8,834	3,873	9,097	9,370
022001	SOCIAL SECURITY	50,730	36,693	56,051	54,333
022501	MEDICARE	11,891	11,175	13,123	12,734
023001	RETIREMENT	108,352	78,213	120,141	109,793
023002	RET-POLICE OFFICER	-	28,222	-	-
023003	RET-FIREFIGHTER	-	22,237	-	-
034101	PAGERS	1,000	810	1,015	1,015
034103	TELEPHONE	40,773	50,576	41,384	51,384
034104	CELLULAR PHONES	31,356	36,281	31,827	43,827
034203	COMPUTER/SOFTWARE MAINT	74,447	73,825	75,936	86,363
039001	PROFESSIONAL SERVICES	2,652	62	2,692	2,692
043012	REPAIRS-COMMUNICATION	1,995	8,622	2,025	4,025
043018	REPAIRS-EQUIPMENT	3,127	990	3,174	4,174

		FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
054050	TRAINING	5,036	3,132	7,112	7,112
056001	DUES PROFESSIONAL ORGANIZ	1,240	538	1,259	500
057101	TRAVEL AND CONFERENCE	5,000	1,333	5,075	5,075
061002	MISCELLANEOUS SUPPLIES	1,000	639	1,015	1,015
061003	MEETING SUPPLIES	204	-	207	-
062001	OFFICE SUPPLIES	556	108	565	565
062006	MOTOROLA POTABLE BATTERIE	9,037	8,247	9,173	9,173
062007	COMPUTER/PRINTER SUPPLIES	1,574	3,203	1,597	1,597
067001	BOOKS & PERIODICALS	102	-	103	-
068001	CLOTHING ALLOWANCE	7,281	2,984	8,110	7,495
068002	CLOTHING	1,224	2,279	1,243	1,243
074001	EQUIPMENT	6,442	3,794	6,538	6,538
075001	FURNITURE AND FIXTURES	2,409	3,314	2,446	1,046
TOTAL		**1,186,077**	**1,147,760**	**1,296,847**	**1,289,925**

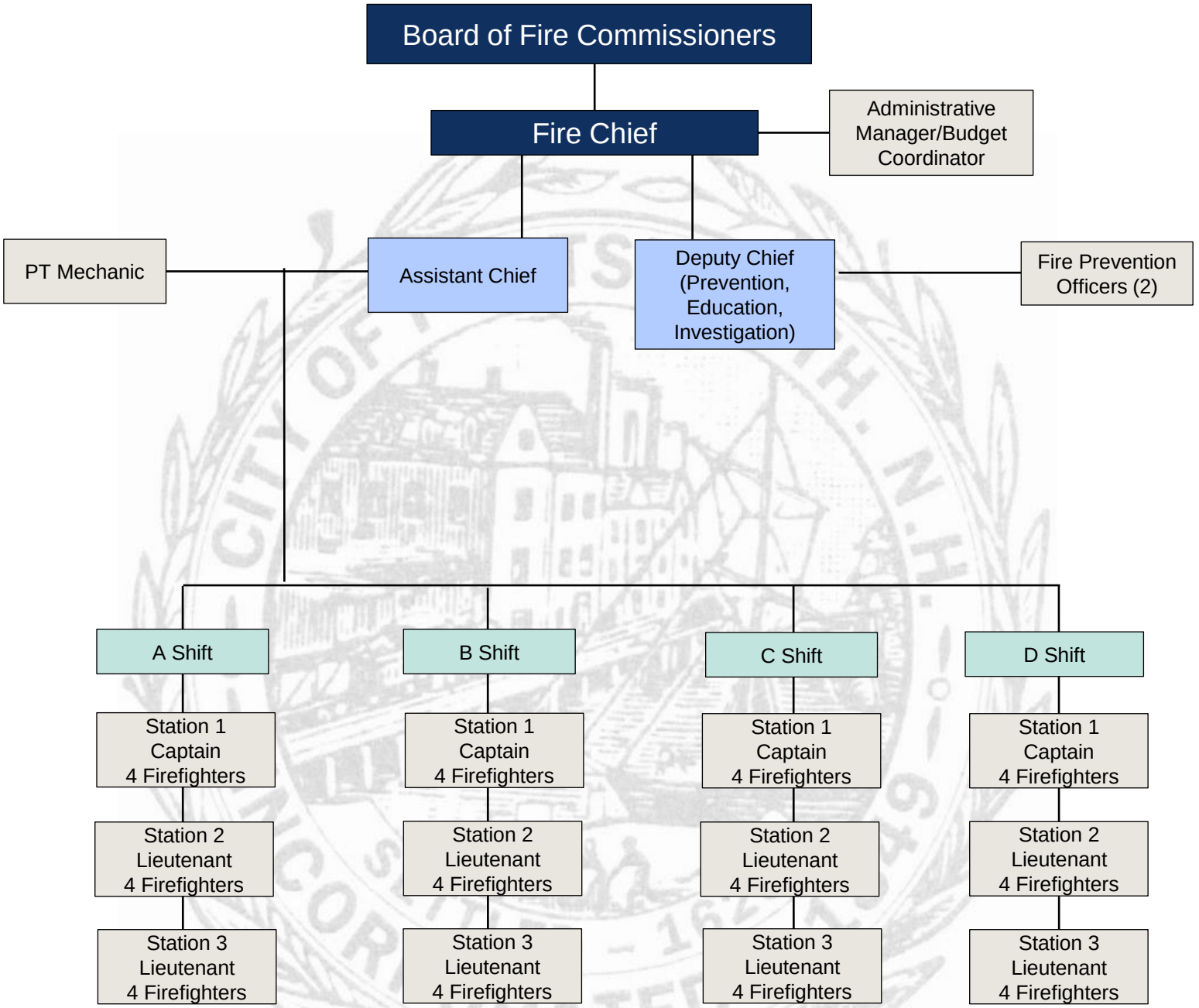
ADMINISTRATION
01-740-610-00-110-412

011001	REGULAR SALARIES	492,225	504,962	532,821	536,220
011041	SALARIES UNIFORM PERSONNE	407,744	426,325	441,065	455,870
012001	PART TIME SALARIES	32,045	27,649	29,054	30,776
012041	COMMISSIONER STIPEND	3,600	3,600	3,600	3,600
014041	OVERTIME	62,998	33,068	64,692	67,865
015001	LONGEVITY	9,005	9,970	10,536	11,369
017001	HOLIDAY PREMIUM PAY	5,125	4,720	5,321	5,527
018030	STIPEND	5,521	500	5,500	1,500
018034	EDUCATION STIPEND	10,811	8,113	13,278	14,039
022001	SOCIAL SECURITY	34,024	32,519	36,398	36,661
022501	MEDICARE	14,965	14,544	16,068	16,338
023001	RETIREMENT	70,438	68,401	74,991	70,992
023002	RET-POLICE OFFICER	150,285	154,231	162,565	165,186
034203	COMPUTER/SOFTWARE MAINT	12,659	35,908	12,912	-
039001	PROFESSIONAL SERVICES	18,117	164,681	18,389	18,389
043018	REPAIRS-EQUIPMENT	689	-	700	700
044002	RENTAL OTHER EQUIPMENT	1,873	-	1,901	1,901
044006	PRINTING LEASE/MAINT	9,748	4,417	9,895	9,895
053001	ADVERTISING	520	326	528	528
054050	TRAINING	21,098	14,068	21,415	21,415
055050	PRINTING	2,464	1,115	2,501	2,501
056001	DUES PROFESSIONAL ORGANIZ	7,120	6,651	7,227	7,227
057101	TRAVEL AND CONFERENCE	12,092	30,187	12,274	27,274
061002	MISCELLANEOUS SUPPLIES	5,407	7,170	5,488	5,488
061003	MEETING SUPPLIES	816	1,189	828	828
062001	OFFICE SUPPLIES	4,751	3,392	4,822	4,822
062007	COMPUTER/PRINTER SUPPLIES	3,724	1,950	3,780	3,780
062010	COPYING SUPPLIES	3,583	3,364	3,637	3,637
062501	POSTAGE	6,121	5,780	6,212	6,212
063501	GASOLINE	-	25	-	-
067001	BOOKS & PERIODICALS	5,101	3,494	4,177	4,177
068001	CLOTHING ALLOWANCE	3,152	3,171	3,249	3,349
068002	CLOTHING	500	4,750	508	508
069004	CHIEF'S EXPENSE	2,040	2,457	2,071	2,071
074001	EQUIPMENT	2,370	27,811	2,405	2,405
075001	FURNITURE AND FIXTURES	2,916	93	2,960	2,000
Administration		**1,425,647**	**1,610,600**	**1,523,768**	**1,545,050**

		FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
FLEET MAINTENANCE					
01-740-610-06-110-412					
043010	REPAIRS-VEHICLE BY OUTSID	51,355	33,619	47,729	40,000
063001	TIRES AND BATTERIES	9,928	9,996	10,077	10,077
063501	GASOLINE	91,910	102,043	91,910	104,310
066001	VEHICLE REPAIRS	4,080	6,550	4,142	4,142
066002	VEHICLE OUTFIT	15,313	56,092	15,542	15,542
074001	EQUIPMENT	-	13,276	-	-
Fleet Maintenance		**172,586**	**221,576**	**169,400**	**174,071**
PERSONNEL AND TRAINING					
01-740-610-08-110-412					
011001	REGULAR SALARIES	62,730	62,741	67,638	71,020
011041	SALARIES UNIFORM PERSONNE	186,745	189,671	195,859	202,548
014041	OVERTIME	12,311	12,516	12,642	13,261
014042	O/T-EDUCATION	160,384	161,201	164,699	172,764
014067	O/T BACKGROUND INVESTIGAT	11,662	11,669	11,975	12,562
015001	LONGEVITY	2,579	3,500	3,594	3,696
017001	HOLIDAY PREMIUM PAY	8,992	8,825	9,416	9,738
018030	STIPEND	514	500	500	500
018034	EDUCATION STIPEND	3,195	3,902	4,034	4,176
018042	SPECIAL DETAIL	3,179	3,000	3,081	3,168
022001	SOCIAL SECURITY	3,889	3,842	4,194	4,403
022501	MEDICARE	6,559	6,580	6,865	7,155
023001	RETIREMENT	8,487	9,236	9,151	9,055
023002	RET-POLICE OFFICER	121,864	121,752	126,934	130,737
034203	COMPUTER/SOFTWARE MAINT	3,060	2,990	3,121	-
039001	PROFESSIONAL SERVICES	6,720	44	6,821	6,821
039009	PROF/SERV-HIRING	14,281	14,944	14,496	14,496
053001	ADVERTISING	2,020	33,267	2,050	22,050
054050	TRAINING	15,259	5,545	15,488	15,488
056001	DUES PROFESSIONAL ORGANIZ	641	175	651	500
057101	TRAVEL AND CONFERENCE	4,040	6,092	4,101	4,101
061002	MISCELLANEOUS SUPPLIES	4,100	6,961	4,162	4,162
061003	MEETING SUPPLIES	268	208	272	272
062001	OFFICE SUPPLIES	510	294	518	518
062007	COMPUTER/PRINTER SUPPLIES	816	148	828	500
067001	BOOKS & PERIODICALS	204	128	207	150
068001	CLOTHING ALLOWANCE	2,008	2,001	2,054	2,113
068002	CLOTHING	3,093	3,285	3,139	3,139
074001	EQUIPMENT	48,062	73,532	48,783	48,783
074003	SOFTWARE	510	-	518	500
075001	FURNITURE AND FIXTURES	1,632	140	1,657	1,252
Personnel and Training		**700,314**	**748,690**	**729,448**	**769,628**
AUTOMATED INFORMATION SYSTEMS					
01-740-610-10-110-412					
011001	REGULAR SALARIES	173,351	172,717	182,250	244,687
014041	OVERTIME	1,891	445	1,942	-
015001	LONGEVITY	1,744	1,744	1,791	1,791
018034	EDUCATION STIPEND	-	1,542	1,647	-
022001	SOCIAL SECURITY	10,973	10,151	11,531	15,281
022501	MEDICARE	2,567	2,374	2,721	3,574
023001	RETIREMENT	23,565	23,873	25,386	31,426
034203	COMPUTER/SOFTWARE MAINT	180,182	170,787	182,885	233,623
039001	PROFESSIONAL SERVICES	255	1,145	259	259
043018	REPAIRS-EQUIPMENT	816	11,293	828	828
054050	TRAINING	7,513	2,699	7,625	7,625
056001	DUES PROFESSIONAL ORGANIZ	204	-	207	207
057101	TRAVEL AND CONFERENCE	2,040	5,299	2,071	2,071

		FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
061002	MISCELLANEOUS SUPPLIES	129	4,097	131	131
062001	OFFICE SUPPLIES	-	264	-	-
062007	COMPUTER/PRINTER SUPPLIES	5,101	3,665	5,203	5,203
067001	BOOKS & PERIODICALS	102	-	104	104
074001	EQUIPMENT	2,040	11,263	2,071	2,071
074003	SOFTWARE	1,671	6,092	1,696	1,696
075001	FURNITURE AND FIXTURES	510	-	518	518
AIS		**414,654**	**429,448**	**430,866**	**551,095**
COMMUNITY RELATIONS					
01-740-610-11-110-412					
014041	OVERTIME	10,881	4,788	11,173	11,720
022501	MEDICARE	158	67	162	170
023002	RET-POLICE OFFICER	3,403	1,457	3,495	3,627
061002	MISCELLANEOUS SUPPLIES	928	13,743	942	942
CR		**15,370**	**20,055**	**15,772**	**16,459**
RECORDS DIVISION					
01-740-610-12-110-412					
011001	REGULAR SALARIES	60,489	60,287	64,967	69,482
014041	OVERTIME	689	90	708	743
015001	LONGEVITY	154	-	500	600
018034	EDUCATION STIPEND	628	603	650	695
022001	SOCIAL SECURITY	3,812	3,515	4,103	4,391
022501	MEDICARE	901	822	969	1,037
023001	RETIREMENT	8,359	8,250	9,041	9,119
034203	COMPUTER/SOFTWARE MAINT	627	-	636	-
039001	PROFESSIONAL SERVICES	3,228	12,452	3,276	3,276
043018	REPAIRS-EQUIPMENT	515	-	523	523
054050	TRAINING	515	-	523	523
061002	MISCELLANEOUS SUPPLIES	779	42	791	791
062001	OFFICE SUPPLIES	515	338	523	523
062007	COMPUTER/PRINTER SUPPLIES	1,291	120	1,310	1,310
067001	BOOKS & PERIODICALS	129	-	131	131
075001	FURNITURE AND FIXTURES	-	325	-	-
Records		**82,631**	**86,844**	**88,651**	**93,144**
POLICE	Total	**13,959,993**	**13,719,287**	**14,586,704**	**14,910,638**

Fire Department



Mission

Provide quality emergency, life safety and prevention services for our citizens, businesses and visitors, with the highest level of valor, integrity, commitment, teamwork and community involvement.

Vision

The vision of the Portsmouth Fire Department is to be a recognized leader in the fire service, respected by our citizens for anticipating and responding to their ever changing needs. The Department will embrace new technologies and techniques, focusing on training and education to provide the highest level of customer services and satisfaction in a professional and caring manner.

Fire Department

Services Overview

- ✓ Fire Protection and Suppression
- ✓ Emergency Medical Services
- ✓ Hazardous Materials and Disaster Response
- ✓ Marine and Waterfront Fire and Medical Response
- ✓ Community Services
- ✓ Community Risk Reduction
- ✓ Emergency Management

Position Summary Schedule

Positions Full Time	FY24	FY25	FY26
Fire Chief	1.00	1.00	1.00
Assistant Chief	1.00	1.00	1.00
Deputy Fire Chief	1.00	1.00	1.00
Fire Prevention Officer	2.00	2.00	2.00
Administrative Manager/ Budget Coordinator	1.00	1.00	1.00
Shift Captain	4.00	4.00	4.00
Shift Lieutenant	8.00	8.00	8.00
Firefighter/ Paramedic	25.00	22.00	25.00
Firefighter/ Advanced EMT	22.00	26.00	23.00
Firefighter/ EMT	1.00	0.00	0.00
Totals Full Time	**66.00**	**66.00**	**66.00**
Positions Part-Time	**FY24**	**FY25**	**FY26**
P/T Admin Clerk	0.00	0.00	0.00
P/T Mechanic	1.00	1.00	1.00
Totals Part Time	**1.00**	**1.00**	**1.00**

Did you know?

Did you know that the Portsmouth Fire Department (PFD):

- Visits ALL Portsmouth Kindergarten classes annually?
- Will inspect your home smoke alarms for free at any time?
- Offers fire safety education for businesses and non-profits?
- All Fire Department personnel are licensed EMS providers with over half of the Fire Department being certified to the paramedic level, bringing the highest level of pre-hospital emergency care to the community?

Did you know that the PFD Fire Prevention Staff:

- Are Certified Fire Protection Specialists by the National Fire Protection Association?
- Inspect all hotels, motels, and inns annually?
- Provide consultation with any businesses or organizations in regards to construction projects prior to construction?

Department Budget Comments.

The proposed FY26 budget for the Fire Department is $12,868,512, representing an increase of $360,985 or 2.89% over FY25. This budget proposal assumes three ambulances are in service for the year. Fixed costs contributing to the increase include:

- A 2% wage adjustment, steps, and stipends per the collective bargaining agreements of 2023 totaling $134,622;
- Firefighter retirement, set by the State, decrease in rate of $31,881;
- Workers' compensation increase of 8% of $44,253; and



- Health insurance increase of 4.17%, including reimbursement stipend in lieu of benefits, leading to an increase of $102,305

This recommended budget:

- Strengthens and ensures the reliable delivery of essential emergency and non-emergency services
- Enhances the safety of the City's citizens, property owners, workforce, and visitors through comprehensive education and code enforcement
- Maintains current level of services and facilities of one ambulance and one fire apparatus in each geographical fire district to keep response time lower. Performance Measurement Goal #1 shows this in effect



Budget Summary of Expenditures

	FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 DEPARTMENT REQUEST	FY26 CITY MANAGER RECOMMENDED
FIRE DEPARTMENT					
SALARIES	5,043,511	4,774,973	5,186,397	5,379,152	5,379,152
PART-TIME SALARIES	20,000	27,065	27,479	27,479	27,479
COMMISSIONER STIPEND	3,600	3,600	3,600	3,600	3,600
OVERTIME	1,026,617	1,303,534	1,602,948	1,645,948	1,645,948
HOLIDAY	195,398	196,337	223,462	229,166	229,166
LONGEVITY	29,702	28,952	32,423	34,822	34,822
CERTIFICATION STIPENDS	368,467	361,969	414,459	408,474	408,474
RETIREMENT	2,070,873	2,014,855	2,257,092	2,235,993	2,235,993
HEALTH INSURANCE	864,216	864,216	892,822	930,053	930,053
DENTAL INSURANCE	75,876	67,469	78,684	82,618	82,618
INSURANCE REIMBURSEMENT	118,830	132,796	192,529	227,438	225,938
LEAVE AT TERMINATION	120,084	120,084	120,084	120,084	120,084
WORKERS' COMPENSATION	415,848	415,848	553,165	597,418	597,418
LIFE AND DISABILITY	24,216	23,831	30,393	31,522	31,522
OTHER BENEFITS	149,533	141,753	161,435	165,420	165,420
TRANSFER FROM PARKING	(25,000)	(25,000)	(25,000)	(25,000)	(25,000)
Contractual Obligations	*10,501,771*	*10,452,281*	*11,751,972*	*12,094,187*	*12,092,687*
TRAINING/EDUCATION/CONFERENCES	66,914	44,051	77,500	77,500	77,500
ELECTRICITY	55,000	58,551	55,000	59,000	59,000
NATURAL GAS	40,597	28,291	35,000	35,000	35,000
GASOLINE	75,400	51,105	65,400	65,400	65,400
CONTRACTED SERVICES	56,384	54,817	57,254	67,064	67,064
PROFESSIONAL ORGANIZATION DUES	13,901	8,154	13,901	13,901	13,901
SOFTWARE/COMPUTER MAINTENANCE	35,000	27,305	35,000	35,000	35,000
OTHER OPERATING	398,340	477,907	416,500	422,960	422,960
Other Operating	*741,536*	*750,182*	*755,555*	*775,825*	*775,825*
TOTAL	11,243,307	11,202,463	12,507,527	12,870,012	12,868,512

Programs and Services

Fire Protection - Fire response and mitigation services – two (2) staffed engines, one (1) staffed ladder truck, three (3) staffed ambulances

Emergency Medical Services - Ambulance response and transport consists of three (3) staffed units. Advanced EMT and Paramedic level response and care

Hazardous Materials and Disaster Response - Initial hazardous materials response, identification, and containment services – Certified HazMat operations, decontamination, and technician level personnel providing support to and from Regional HazMat team

Special Rescue - Building collapse, confined space, heights rescue and mass casualty response – NH FST Certified Technical and Confined Space Rescue personnel



Marine and Waterfront Fire and Medical Response - Fire, medical and environmental response and mitigation services – one (1) 26’ rigid hull inflatable stationed at the NH Port Authority and one (1) 14’ Zodiac rescue boat, available year-round, both staffed through on-duty personnel. Collaboration with US Coast Guard and other agencies on the river

Community Services - Investigation and safety services through on-duty and staff personnel, which includes wires down, odor investigations, burn permits, burst pipes, flooded basements, lift assists and evaluation of minor medical issues



Community Risk Reduction - Life safety, fire education, occupancy inspection, fire code enforcement, fire investigation services – one (1) Deputy Fire Chief, two (2) Fire Prevention Officers

Emergency Management - Local and regional emergency preparedness, response, recovery, and mitigation for man-made and natural disasters

- Radiological emergency response program (Seabrook Station) and regional health planning
- Fire Chief serves as the Emergency Management Coordinator, support from Department and City staff



Goals and Objectives

Goal #1: The Department will strengthen reliable delivery of essential emergency and non-emergency services

Objectives

- ✓ Ensure that the deployment and distribution of personnel, apparatus and fire stations supports equal coverage to all areas of the City
- ✓ Continue to utilize and train on innovative concepts and equipment to increase efficiency and reduce injuries
- ✓ Strive to recruit and retain high quality, experienced personnel by offering competitive compensation packages and a positive work environment

Performance Measurement

Emergency Medical Response Times (minutes)

Performance	Calendar Year 2022	Calendar Year 2023	Calendar Year 2024
Goal of 8 minutes or less for All Ambulance Incidents			
90% benchmark 9 minutes or less	94.3%	94.6%	95%
50% (average) 5 minutes or less	36.5%	34.3%	67%

Portsmouth Fire Department exceeds the regional median response time of 10 minutes by half, with an average response time of 5 minutes. Emergency Medical care is rendered, and patients transported in nearly half the time of regional averages according to NH EMS data collection (seven minutes in Portsmouth compared to twelve in region average).

Organization Goals Addressed

- *Meet or Exceed State and Federal/Regulatory Requirements Including Those for a Safe and Healthy Community and Environment*
- *Deliver Services and Programs with Courtesy, Professionalism, and Efficiency*
- *Protect the Community Through Fire and Crime Cessation and Prevention for its Residents and Businesses*

	*Goal #2: The Department will enhance the safety of the City's citizens, property owners, workforce, and visitors through comprehensive education and code enforcement*
	Objectives ✓ Complete plans review and permitting of 100% of construction or renovation projects involving fire protection or fire alarm features within 14 days ✓ Continue to complete inspections and acceptance testing for construction and renovation projects in a timely manner ✓ Deliver annual fire and injury prevention programs through public education with a focus on at-risk populations. ✓ Ensure compliance with applicable fire and life safety laws, codes, and standards through regular inspections of 100% of the City's place of assembly, educational, daycare, and healthcare occupancies
	Performance Measurements • 575 Inspections performed. • 414 Permits issued. *Does not include follow-up visits or consults*
	Citywide Goals Addressed • *Meet or Exceed State and Federal/Regulatory Requirements Including Those for a Safe and Healthy Community and Environment* • *Deliver Services and Programs with Courtesy, Professionalism, and Efficiency* • *Protect the Community Through Fire and Crime Cessation and Prevention for its Residents and Businesses*

Goal #3: The Department will provide effective, efficient, and customer-centered services

Objectives

- ✓ Promote opportunities to receive honest input and feedback from citizens, business owners and elected officials on operations of the Department
- ✓ Maintain interaction and relationships with at-risk members of our community
- ✓ Identify process improvements and implement cost-saving changes

Performance Measurement

Training and recertification hours of personnel

2024 Performance 2572 hours of training and education, 7 hours daily

The Fire Department has new software for tracking these activities and is committed to monitoring and improving these metrics moving forward to improve safety of personnel, and better service delivery. This number reflects an 8% increase over training hours in the previous year.

Organizational Goals Addressed

- *Deliver Services and Programs with Courtesy, Professionalism, and Efficiency*
- *Protect the Community Through Fire and Crime Cessation and Prevention for its Residents and Businesses*

Additional Operational Measurements

Overview of Activity – Fiscal Year 2025

Fire/Rescue Related Services – 1,616

Emergency Medical Services – 3,832

Responses requiring Fire and EMS Units- 6,667

FY26 BUDGETED POSITION AND SALARY DETAIL

	STEP	POSITION	SALARY
Fire Department			
ADMINSTRATION			
Contract - Step 27	H	Chief	165,242
Contract - Step 25	E-F	Assistant Fire Chief	144,507
Contract - Step 23	F	Deputy Fire Chief	43,804
Contract - Step 22	H	Deputy Fire Chief	134,665
NON Step 15	H	Administrative Manager	92,531
		TOTAL FIRE OFFICERS	**580,748**
FIRE OFFICERS			
Fire Officers	10 YR	Fire Officer/Paramedic - Cpt	108,013
Fire Officers	48M/10YR	Fire Officer/Paramedic - Cpt	106,038
Fire Officers	24M/36M	Fire Officer/Paramedic - Cpt	102,182
Fire Officers	48M	Fire Officer/Paramedic - Cpt	105,379
Fire Officers	48M	Fire Officer/Paramedic - Cpt Inspector	105,379
Fire Officers	48M	Fire Officer/AEMT - Cpt Inspector	105,379
Fire Officers	36M/48M	Fire Officer/Paramedic - Lt	91,436
Fire Officers	48M	Fire Officer/Paramedic - Lt	93,140
Fire Officers	48M	Fire Officer/AEMT - Lt	93,140
Fire Officers	10YR/14YR	Fire Officer/Paramedic - Lt	97,755
Fire Officers	12M/24M	Fire Officer/Paramedic - Lt	87,751
Fire Officers	10YR/14YR	Fire Officer/Paramedic - Lt	97,656
Fire Officers	48M	Fire Officer/Paramedic - Lt	93,140
Fire Officers	24M/36M	Fire Officer/Paramedic - Lt	90,313
		TOTAL FIRE OFFICERS	**1,376,700**
FIREFIGHTERS			
Firefighters	12P/14P	Fire Fighter/Paramedic	86,244
Firefighters	4A/5A	Fire Fighter/AEMT	61,544
Firefighters	3A/4A	Fire Fighter/AEMT	60,050
Firefighters	1A/2A	Fire Fighter/AEMT	57,024
Firefighters	10P/12P	Fire Fighter/Paramedic	79,498
Firefighters	3P/4P	Fire Fighter/Paramedic	65,176
Firefighters	6A/7A	Fire Fighter/AEMT	66,921
Firefighters	12P/14P	Fire Fighter/Paramedic	87,110
Firefighters	14P	Fire Fighter/Paramedic	87,283
Firefighters	6A/7A	Fire Fighter/AEMT	65,944
Firefighters	5P/6P	Fire Fighter/Paramedic	69,145
Firefighters	14A	Fire Fighter/AEMT	80,818
Firefighters	12A/14A	Fire Fighter/AEMT	79,856
Firefighters	2A/3A	Fire Fighter/AEMT	59,025
Firefighters	14A	Fire Fighter/AEMT	80,818
Firefighters	2P/3P	Fire Fighter/Paramedic	63,747
Firefighters	4A/5A	Fire Fighter/AEMT	61,544
Firefighters	2A/3P	Fire Fighter/Paramedic	59,493
Firefighters	6P/7P	Fire Fighter/Paramedic	72,275
Firefighters	9P	Fire Fighter/Paramedic	76,863
Firefighters	4P/5P	Fire Fighter/Paramedic	68,126
Firefighters	12P/14P	Fire Fighter/Paramedic	83,820
Firefighters	12P/14P	Fire Fighter/Paramedic	87,110
Firefighters	1A/2A	Fire Fighter/AEMT	57,586
Firefighters	9P	Fire Fighter/Paramedic	76,863
Firefighters	4A/5A	Fire Fighter/AEMT	62,005
Firefighters	14A	Fire Fighter/AEMT	80,818
Firefighters	4A/5A	Fire Fighter/AEMT	62,005

Firefighters	14A	Fire Fighter/AEMT	80,818
Firefighters	9P/10P	Fire Fighter/Paramedic	77,055
Firefighters	1A/2A	Fire Fighter/AEMT	57,024
Firefighters	2A/3A	Fire Fighter/AEMT	59,025
Firefighters	3P/4P	Fire Fighter/Paramedic	66,222
Firefighters	1A/2A	Fire Fighter/AEMT	57,446
Firefighters	7P/8P	Fire Fighter/Paramedic	73,356
Firefighters	14A	Fire Fighter/AEMT	80,818
Firefighters	3P/4P	Fire Fighter/Paramedic	65,981
Firefighters	3P/4P	Fire Fighter/Paramedic	66,142
Firefighters	6P/7P	Fire Fighter/Paramedic	71,220
Firefighters	14P	Fire Fighter/Paramedic	87,283
Firefighters	2A/3A	Fire Fighter/AEMT	58,735
Firefighters	14P	Fire Fighter/Paramedic	87,283
Firefighters	6P/7P	Fire Fighter/Paramedic	71,395
Firefighters	9P	Fire Fighter/Paramedic	76,863
Firefighters	1A/2A	Fire Fighter/AEMT	57,727
Firefighters	4P/5P	Fire Fighter/Paramedic	66,966
Firefighters	14A	Fire Fighter/AEMT	80,818
Firefighters	14A	Fire Fighter/AEMT	80,818
		TOTAL FIREFIGHTERS	**3,421,708**

		FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
FIRE DEPARTMENT					
FIRE FIGHTERS					
01-741-570-00-125-414					
011041	SALARIES UNIFORM PERSONNE	4,541,067	4,277,769	4,664,845	4,798,408
012033	PT SALARIES-VEHICLE MAINT	20,000	27,065	27,479	27,479
014031	O/T EMERGENCY RECALL	217,617	344,394	543,498	553,498
014032	O/T EARNED TIME LV COVERA	667,000	729,667	805,350	815,350
014033	O/T DISABILITY LEAVE COVE	32,000	96,701	86,100	99,100
014034	O/T WORKERS COMP COVERAGE	30,000	57,249	84,000	84,000
014042	O/T-EDUCATION	80,000	75,522	84,000	94,000
015001	LONGEVITY	23,396	22,673	25,259	25,816
017001	HOLIDAY PREMIUM PAY	195,398	196,337	223,462	229,166
018031	CERTIFICATION STIPEND	368,467	361,969	414,459	408,474
021001	INSURANCE-HEALTH	755,794	755,794	780,811	813,371
021101	INSURANCE-DENTAL	69,205	61,954	71,766	75,354
021501	INSURANCE-LIFE	9,060	6,916	10,076	10,365
021601	INSURANCE-DISABILITY	12,512	14,339	17,260	17,754
022501	MEDICARE	91,169	87,289	101,506	104,071
023003	RET-FIREFIGHTER	1,931,710	1,876,335	2,112,431	2,080,550
036001	PROF SERVICE-CLEANING	17,384	23,833	18,254	28,064
039071	FIRE PREVENTION	5,000	6,397	5,000	5,000
054050	TRAINING	16,514	4,126	26,500	26,500
068001	CLOTHING ALLOWANCE	42,000	38,278	42,000	42,000
068003	PROTECTIVE CLOTHING	25,000	46,371	25,000	25,000
074001	EQUIPMENT	9,000	14,376	9,000	11,500
TOTAL		**9,159,293**	**9,125,355**	**10,178,056**	**10,374,820**
AMBULANCE					
01-741-580-00-125-414					
039003	PROF/SERVICES-LICENSING	3,250	1,159	3,250	3,250
043015	REPAIRS-FIRE EQUIPMENT	12,580	18,445	12,580	12,580
054050	TRAINING	41,400	36,228	42,000	42,000
061002	MISCELLANEOUS SUPPLIES	46,000	20,512	46,000	46,000
074001	EQUIPMENT	2,000	7,506	2,000	2,000
Ambulance		**105,230**	**83,851**	**105,830**	**105,830**

		FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
FIRE ADMINISTRATION					
01-741-610-00-125-414					
011001	REGULAR SALARIES	502,444	497,204	521,552	580,744
011061	INSURANCE REIMBURSEMENT	118,830	132,796	192,529	225,938
012041	COMMISSIONER STIPEND	3,600	3,600	3,600	3,600
015001	LONGEVITY	6,306	6,279	7,164	9,006
016001	LEAVE AT TERMINATION	120,084	120,084	120,084	120,084
021001	INSURANCE-HEALTH	108,422	108,422	112,011	116,682
021101	INSURANCE-DENTAL	6,671	5,516	6,918	7,264
021501	INSURANCE-LIFE	1,085	836	1,127	1,254
021601	INSURANCE-DISABILITY	1,559	1,739	1,930	2,149
022001	SOCIAL SECURITY	5,842	5,748	6,049	6,071
022501	MEDICARE	9,172	9,088	10,530	11,928
023001	RETIREMENT	12,262	12,256	12,713	12,026
023003	RET-FIREFIGHTER	126,901	126,264	131,948	143,417
026002	INSURANCE-WORKERS COMP	415,848	415,848	553,165	597,418
031001	PROF SERVICES-ENERGY CONT	38,000	30,984	38,000	38,000
034103	TELEPHONE	31,200	32,346	32,500	33,180
034104	CELLULAR PHONES	14,640	14,710	15,000	15,000
034206	SOFTWARE-ANNUAL MAINT	35,000	27,305	35,000	35,000
035001	PROF SERVICE-MEDICAL EXAM	7,000	15,179	10,000	10,000
039070	PROFESSIONAL SERVICES	1,000	-	1,000	1,000
041002	ELECTRICITY	55,000	58,551	55,000	59,000
041101	NATURAL GAS	40,597	28,291	35,000	35,000
041205	WATER /SEWER FEES	18,720	13,642	18,720	20,000
043001	REPAIRS-STRUCTURAL	27,000	27,341	27,000	27,000
043012	REPAIRS-COMMUNICATION	11,000	33,462	11,000	11,000
043018	REPAIRS-EQUIPMENT	23,500	9,838	23,500	23,500
043019	REPAIRS-SCBA	7,000	30,293	7,000	7,000
043021	REPAIRS-FIRE ALARM SYS	5,000	1,844	5,000	5,000
043024	REPAIRS-VEHICLE	106,200	143,691	110,000	110,000
044006	PRINTING LEASE/MAINT	4,000	2,816	4,000	6,000
053001	ADVERTISING	500	106	500	500
054051	EDUCATION	4,000	1,383	4,000	4,000
055050	PRINTING	250	-	250	250
056001	DUES PROFESSIONAL ORGANIZ	3,000	1,389	3,000	3,000
056005	DUES REGIONAL HAZMAT TEAM	10,901	6,765	10,901	10,901
057101	TRAVEL AND CONFERENCE	5,000	2,314	5,000	5,000
061002	MISCELLANEOUS SUPPLIES	15,000	8,788	15,000	15,000
061003	MEETING SUPPLIES	300	578	300	300
062001	OFFICE SUPPLIES	5,000	5,456	5,000	5,000
062501	POSTAGE	1,000	362	1,000	1,000
063601	DIESEL FUEL	75,400	51,105	65,400	65,400
064001	JANITORIAL SUPPLIES	6,000	8,979	7,000	7,000
067001	BOOKS & PERIODICALS	200	-	200	200
068001	CLOTHING ALLOWANCE	1,350	1,350	1,350	1,350
068002	CLOTHING	6,000	12,566	14,700	14,700
075001	FURNITURE AND FIXTURES	6,000	1,144	6,000	6,000
091005	TRANSFER FROM PARKING	(25,000)	(25,000)	(25,000)	(25,000)
Fire Administration		**1,978,784**	**1,993,258**	**2,223,641**	**2,387,862**
FIRE	Total	**11,243,307**	**11,202,463**	**12,507,527**	**12,868,512**

Emergency Management

Mission

The City's Emergency Management Office (EMO) establishes policy, plans, and procedures to insure the safety of the citizens of Portsmouth in the event of a large-scale emergency. This includes adequate inventories of emergency management supplies and training City staff in their roles on the Emergency Management Team.

Did you know?

- The School Department, Emergency Management team, and NH HSEM did a school physical security assessment on all schools this year?
- The State of New Hampshire, Department of Safety, Division of Homeland Security & Emergency Management maintains a crisis-disaster management system, WebEOC, to manage large scale events, disasters, and support or increase public safety information sharing – providing real-time situational awareness with the City of Portsmouth and regularly exercise this?
- Through the FEMA Public Assistance Program, FEMA provides supplemental federal disaster grant assistance for debris removal, life-saving emergency protective measures, and the repair, replacement, or restoration of disaster-damaged publicly owned facilities and the facilities of certain private non-profit organizations? Portsmouth has used this program for recovery costs in Disaster Declarations.
- The City's Emergency Operations Plan helps coordinate the necessary actions to respond to an emergency and organize the links between local governments, neighboring states, and federal response, and to unify the efforts of government, volunteers, and the private sector for a comprehensive approach to reducing the impacts of emergencies and disasters?
- The City's Hazard Mitigation and Emergency Operations Plan are reviewed and updated annually and maintained by the Emergency Management Team for accuracy and to ensure it is still serving the City's planning needs?

Department Budget Comments

The FY26 Proposed Budget for Emergency Management is $18,080, which represents a flat budget.

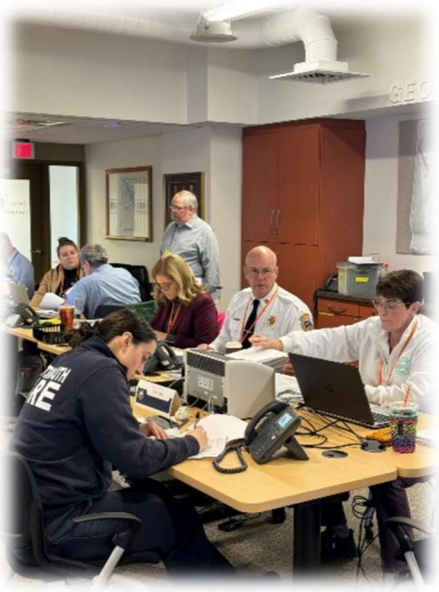
Budget Summary of Expenditures

	FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
EMERGENCY MANAGEMENT				
OVERTIME	6,000	2,911	6,000	6,000
RETIREMENT	1,980	2,987	1,980	1,980
OTHER BENEFITS	100	139	100	100
OTHER OPERATING	10,000	8,081	10,000	10,000
TOTAL	18,080	14,118	18,080	18,080

Budget expenses would increase dramatically in the event of an actual emergency. Currently, the EMO and the Health Department are taking advantage of grants and State funding sources to offset operational and planning expenses.

The EMO utilizes budget funds to augment State funding for emergency plans along with our primary and secondary EOC.

The EOC is tested monthly to ensure operational readiness status and has the ability to allow Government to function effectively in times of an emergency.



Programs and Services

Organization and Preparedness

- Serve as coordinating agency for Citywide emergency preparedness for natural and man-made disasters
- Organize, administer, and attend training sessions designed to fulfill the mission
- Publish and disseminate materials and emergency response plans to appropriate agencies and first responders

Goals and Objectives

Goal #1: Maintain and revise local emergency response plans to meet federal requirements for grant funding and emergency preparedness

Objectives

- ✓ Assist in maintaining school emergency plans
- ✓ Maintain the City's Emergency Operations, Hazard Mitigation, and Continuity of Operation Plans
- ✓ Develop long-range recovery plans to address natural, technological, and terrorism hazards

Performance Measurement

- *City Staff reviewed and completed new Emergency Operations Plan, and Hazard Mitigation Plans and both were adopted by the City Council and approved by NH HSEM & FEMA in FY2025.*

Citywide Goal Addressed

- *Meet or Exceed State and Federal Legal/Regulatory Requirements Including Those for a Safe and Healthy Community and Environment*

	Goal #2: Ensure readiness of the City's Emergency Management team to respond to, coordinate, and mitigate emergencies of a magnitude that would require activation of the Emergency Operations Center
	Objectives ✓ Participate in monthly Emergency Services/Management meetings ✓ Provide training for all members of the Emergency Operations Staff ✓ Participate in drills and graded exercises for Seabrook Station Emergency Planning Zone
	Performance Measurement Participated in biennial Radiological Emergency Preparedness exercises designed to respond to emergencies originating at Seabrook Nuclear Power Plant. The group will participate again in FY26
	Citywide Goal Addressed • *Meet or Exceed State and Federal Legal/Regulatory Requirements Including Those for a Safe and Healthy Community and Environment*

Portsmouth Emergency Management Team

Emergency Management Director – Karen Conard, City Manager
Emergency Management Coordinator - William McQuillen, Fire Chief

City Representatives
Fire – Jason Gionet
Police – Mark Newport
Public Works – Peter Rice
Schools – Zach McLaughlin
Human Resources – Kelly Harper
Health – Kim McNamara

Additional Resource Agencies
NH Homeland Security & Emergency Management
Portsmouth Regional Hospital
Portsmouth Housing Authority
American Red Cross
Community Development Services
Community Resource Network
Families First
Foundation for Seacoast Health
Pease – NH Air National Guard
United Way of Greater Seacoast
Ham Radio Operators
Police & Fire Departments from Greenland, New Castle, Newington, North Hampton, and Rye



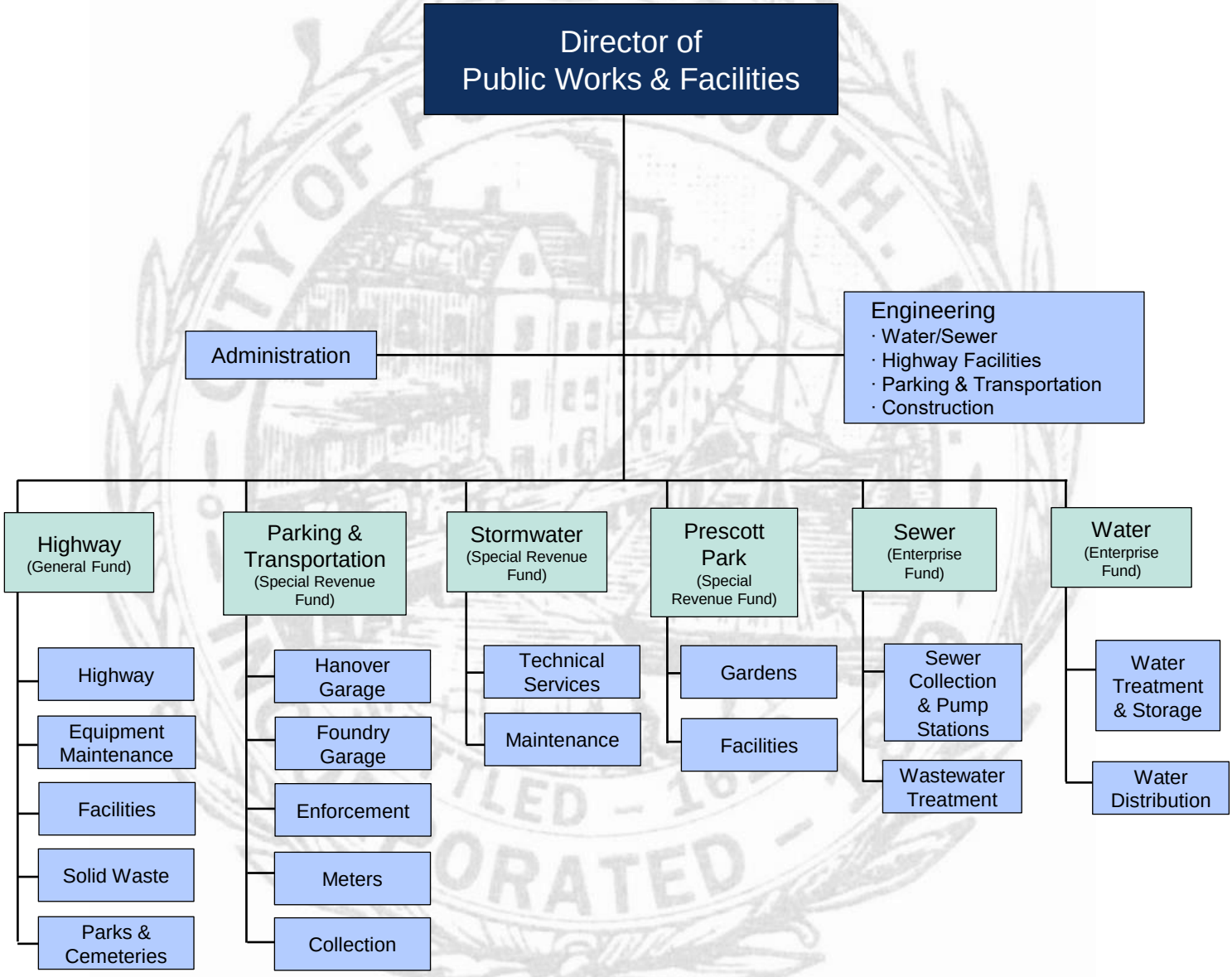
		FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
EMERGENCY MANAGEMENT					
01-744-590-00-100-416					
014041	OVERTIME	6,000	2,911	6,000	6,000
022501	MEDICARE	100	139	100	100
023003	RET-FIREFIGHTER	1,980	2,987	1,980	1,980
034103	TELEPHONE	1,000	2,395	1,000	1,000
043032	GENERATOR MAINTENANCE	5,000	5,647	5,000	5,000
061002	MISCELLANEOUS SUPPLIES	3,000	39	3,000	3,000
068038	PPE	1,000	-	1,000	1,000
EM	**Total**	**18,080**	**14,118**	**18,080**	**18,080**

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Department of Public Works

Highway Division

(General Fund)



Mission

To provide municipal Public Works functions for the benefit of our citizens, businesses, and visitors in an efficient, sustainable, and cost-effective manner within budgetary appropriations.

Department of Public Works – Highway Division

Services Overview

- ✓ Administration
- ✓ Engineering
- ✓ Building Administration
- ✓ Rubbish Removal and Disposal
- ✓ Highway and Street Maintenance
- ✓ Snow Removal
- ✓ Sidewalks
- ✓ Bridge Repairs
- ✓ Equipment Maintenance Facility
- ✓ Tree Program
- ✓ Mosquito Control
- ✓ Parks and Cemeteries

Did you know?

Did you know that Public Works collects curbside trash from over 5,500 residences each week?

Department Budget Comments

The proposed FY26 budget for the Public Works Highway Division is $8,141,485, representing a $150,971 increase or 1.89% from the FY25 budget. A primary driver is a $67,382 increase to the Stormwater Fund transfer and the remainder is primarily associated with contractual obligations. Cost savings were realized by aligning staff to other cost centers to better reflect the work being performed, along with decreases in contracted services as well as recycling contract expenses.

The FY26 budget reflects efficient resource management and maintenance of the current level of service. Further reductions in funding would lead to deferred maintenance increases, a decline in the level of service provided, increased emergency repairs, and additional costs to the taxpayers over time.

Position Summary Schedule

Positions Full Time	FY24	FY25	FY26
Director of Public Works & Facilities	0.70	0.70	0.25
Operations Director II	-	-	0.25
Operations Director	0.25	0.25	-
General Foreman	1.00	1.00	1.00
Administrative Manager	0.25	0.50	0.50
Administrative Assistant II	-	0.35	0.50
Administrative Assistant I	0.35	-	-
Administrative Clerk	0.25	-	-
Operational Support Coordinator	0.25	0.25	0.25
Special Project Coordinator	0.25	0.25	-
Construction Technician Supervisor	1.00	1.00	-
Facilities Manager	0.25	0.25	0.25
Project Manager for Engineering & Operations	-	-	0.25
Facilities Project Manager	-	-	0.25
Project Manager	-	-	0.05
Facility Foreman	1.00	1.00	1.00
Custodial Foreman	1.00	1.00	1.00
Utility Mechanic - Pool Technician	1.00	1.00	1.00
Master Carpenter	1.00	1.00	1.00
Laborer	10.00	9.00	9.00
Custodian	8.00	8.00	9.00
Custodian Leadman	1.00	1.00	1.00
Truck Driver II	4.00	4.00	4.00
Recycling Truck Driver	1.00	1.00	1.00
Truck Driver I	4.00	4.00	4.00
Sanitation Laborer	6.00	6.00	6.00
Highw ay Foreman	1.00	1.00	1.00
Assistant Foreman: Highw ay	1.00	1.00	1.00
Equipment Operator II	1.00	-	-
Equipment Operator I	-	2.00	2.00
Utility Mechanic	3.00	2.00	2.00
Fleet General Foreman	0.30	0.30	0.30
Lead Mechanic	-	0.30	0.30
Equipment Mechanic	1.20	0.90	0.90
Office Manager II	-	0.30	0.30
Inventory Management Specialist	0.30	-	-
Equipment Mechanic Assistant	0.30	0.30	0.30
Utility Mechanic - Inventory Control Technician	-	-	-
Arborist Foreman	1.00	1.00	1.00
Tree Supervisor/ Arborist	-	-	-
Arborist Technician	1.00	1.00	1.00
Assistant Foreman - Parks & Greenery	1.00	1.00	1.00
Parks and Greenery Foreman	1.00	1.00	1.00
Totals Full Time	**54.65**	**53.65**	**53.65**
Positions Part-Time	**FY24**	**FY25**	**FY26**
Regulatory Counsel	0	0	0.05
Office Manager	0.25	-	-
Number of seasonal part-time positions varies.			
Totals Part Time	**0.25**	**-**	**0.05**

Budget Summary of Expenditures

	FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
DEPARTMENT OF PUBLIC WORKS - HIGHWAY DIVISION				
SALARIES	3,227,034	2,884,581	3,352,378	3,397,104
PART-TIME SALARIES	45,723	47,939	65,000	101,569
OVERTIME	359,000	375,762	359,000	368,000
LONGEVITY	33,189	31,097	34,617	26,229
RETIREMENT	489,681	447,497	506,835	483,395
OTHER BENEFITS	282,366	246,008	293,942	299,008
Contractual Obligations	*4,436,993*	*4,032,885*	*4,611,772*	*4,675,305*
TRAINING/EDUCATION/CONFERENCES	21,800	11,188	21,800	25,950
ELECTRICITY	208,000	207,065	226,000	238,531
NATURAL GAS	80,000	77,955	85,518	80,912
GASOLINE	190,000	155,597	190,000	190,000
CONTRACTED SERVICES	423,750	333,396	440,650	421,100
ROAD MAINTENANCE & STRIPING PROGRAM	216,000	304,218	168,100	171,379
RECYCLING	264,000	214,647	275,000	240,000
SOLID AND YARD WASTE	548,000	512,376	571,650	572,000
PROFESSIONAL ORGANIZATION DUES	5,000	2,699	5,000	5,000
SOFTWARE/COMPUTER MAINTENANCE	25,408	23,971	28,883	29,668
OTHER OPERATING	1,028,415	1,538,597	1,014,516	1,072,630
TRANSFER TO STORMWATER	334,044	334,044	351,628	419,010
Other Operating	*3,344,417*	*3,715,753*	*3,378,745*	*3,466,180*
TOTAL	7,781,410	7,748,638	7,990,517	8,141,485

Recycling and Solid Waste - Recycling and solid waste collection continue to be a key function of the Department, which continues to implement best practices to enhance efficiency while minimizing costs for taxpayers. Staffing for collection operations remains an ongoing challenge, often requiring personnel from other divisions to fill gaps during staff absences due to illness or vacation.

Recycling commodity markets have remained stable through FY24 and into FY25, averaging $112 per ton—a decrease from the FY23 record high of $120 per ton. In response to year-over-year declines in recycling tonnage, the recycling budget has been reduced by $35,000 (12.73%).

Reduction in Market Square Materials - The reduction in the Market Square Materials accounts within the Street Maintenance budget is attributable to the reallocation of resources to the Parking Division budget. This realignment better apportions resources to reflect the actual cost centers.



Utility Prices - The escalation in utility costs within the budget reflects the prevailing market trends and operations associated with maintaining essential services. Utility expenses encompass electricity and natural gas required to power and heat facilities and sustain municipal operations at the City Hall complex, including the Police Department, School Department Central Office, and the Public Works facility. Electricity expenses are projected to increase across facilities by $12,531 or 5.54% over FY25. Natural gas expenses have decreased by $4,606 or 5.39% due to a rate reduction from $0.885/Therm to $0.696/Therm for FY26.

Contracted Services - The Department continues to transition contracted services in-house, whenever possible, to improve operational efficiency. Contracted service agreements are made with external vendors for specialized services such as heating, ventilation, plumbing, and mosquito control. By outsourcing certain functions to expert contractors, we can leverage their expertise to optimize service delivery while allowing the City's internal workforce to focus on core responsibilities.

Highway Road Maintenance - Highway road maintenance is budgeted based on the Annual Pavement Condition Report which grades the condition of the City's roadways. The City's Pavement Condition Index's estimated average is 82 out of 100. The bulk of road maintenance funding is through the City's CIP.

Outreach and Service Enhancement - The Department and its Highway Division continue to leverage web-based applications to enhance service delivery and communication with residents. To streamline permitting processes, the Department has developed online applications (OpenGov) for blasting, flagging, excavation, Memorial Bridge lighting requests, encumbrances, and driveway permits.



Additionally, the Department utilizes the **Click N' Fix** platform to efficiently manage, track, and respond to service requests. This tool is accessible via the City's website and through a smartphone application for residents to communicate trouble spots around the City that may need service by our staff. Beyond facilitating communication, Portsmouth Click N' Fix provides valuable performance metrics, allowing the Department to assess service effectiveness based on current staffing and resource levels. Platform insights have helped optimize the Highway Division's tree and solid waste programs, improving response times and service quality.

For FY25, the most common service requests through Click N' Fix involved solid waste, which accounted for 18% of all submissions. Parks and playground issues made up 8% of requests, while sidewalk and tree service calls each represented 7%. In total, 1,093 service requests were received, with the majority being resolved within the same reporting period. This reflects the Department's commitment to providing timely and effective service to the community.

Summary - The FY26 budget for the Highway Division maintains the existing level of service while highlighting operational efficiency and workforce development. Consistent with the Department's mission to provide essential municipal services that support the community's well-being, this budget prioritizes cost-effective management and employee growth. By hiring and retaining skilled employees who efficiently oversee tasks and teams, we are better able to absorb inflationary increases in construction costs and supplies. With a 1.89% increase, this budget ensures the continued operation of critical functions while investing in mentoring, training, and promotional opportunities to develop talent and strengthen the Division's long-term success.

Programs and Services

Administration - Provide overall guidance and direction of work tasks and division resources, supervision of outside consultant/contractor work, and development of special projects

- Supervise all Public Works functions
- Issue Excavation, Flagging, Blasting, and Driveway Permits
- Oversee Accounts Payable/Receivable
- Negotiate and Bid Utilities: Electric, Natural Gas, and Fuel
- Administer Traffic Control Permits

Engineering - Supply engineering services (design, contract documents, and construction inspection) for all City Public Works projects, which include water, sewer, stormwater, highway, public facilities, and transportation divisions. Provide engineering assistance to other City Departments.

Building Administration - Responsible for cleaning, utilities, and maintaining municipal buildings and facilities, including the Community Campus, Municipal Complex, Public Works facility, Library, Spinnaker Point, Portsmouth Senior Activity Center, Hanover Parking Garage, Foundry Garage, and the Indoor and Outdoor pools. The Highway Division also assists with capital projects at City-owned facilities that include the Players Ring Theater, Portsmouth Historical Society Building, Prescott Park, Sherburne School, Pontine Theater, and the South Meeting House. Overall, the Department maintains over 400,000 sq. ft. of buildings, and assists with the Fire, Police, and School facilities.

- Custodial Services
- Carpentry
- Plumbing
- Pool/Spa Technician Services
- Electrical
- HVAC



Solid Waste Removal and Disposal - Collect, transport, process, and dispose of residential waste, recyclables, and compostables. Curbside collection is provided to over 5,500 households, as well as drop-off collection at the residential Recycling Center on Peverly Hill Road. Approximately 10,000 tons of materials are collected annually. Approximately 6,000 tons of the City's waste is landfilled, 2,000 tons are composted, and over 2,000 tons are recycled.

- Bulky waste collection/disposal
- Yard waste collection/disposal
- Household Hazardous Waste Collection Days
- Curbside rubbish collection/disposal
- Curbside recycling collection/disposal
- Appliances and CFC (freon) removal
- Electronics recycling
- Tire/Battery recycling
- Motor oil and cooking oil recycling
- Books, clothing, eyewear, and footwear
- Bicycle re-use/recycling
- Food waste composting
- Mobility devices (i.e., crutches)

Highway and Street Maintenance - Provide maintenance of approximately 105 miles of City roadways (including Pease Tradeport roads) and 77 miles of sidewalks



- Traffic line markings
- Traffic sign maintenance
- Traffic signal maintenance
- Weed control
- Pavement patching

Snow Removal - Clear and remove snow and ice from City roadways, sidewalks, and parking facilities.

Sidewalks - Repair and maintain over 77 miles of City sidewalks (brick, concrete, asphalt, and stone).

Bridge Repairs - Maintain fifteen (15) City bridges and implement the recommendations of the Bridge Evaluation Program.

Equipment Maintenance Facility - Maintain and repair the City's equipment fleet, which includes lawnmowers, automobiles, pick-up trucks, small and large dump trucks, heavy equipment, and specialized equipment.

Tree Program - Provide maintenance, trimming, or removal/replacement services for public trees in coordination with the Trees and Greenery Committee.

Mosquito Control – Contract for mosquito control services, which includes biological monitoring of pest and disease vector mosquito species, hydrological parameters of wetland mosquito breeding habitats, and effectiveness of larvicide applications.

- Organic larviciding program
- Organic adulticiding program as needed

Parks and Cemeteries - Provide maintenance for 24 playgrounds, parks/ballfields and 8 historic cemeteries.

- Grass cutting
- Leaf and debris removal
- Organic ballpark turf spraying
- Organic turf growth retardant
- Field setups for seasonal sporting events
- Cemetery restoration
- Playground equipment repair and maintenance

Goals and Objectives

Goal #1: Maintain and improve the City's infrastructure and meet local, State, and federal regulations

Objectives

- ✓ Incorporate the City Council's adopted Complete Streets policy into future roadway and sidewalk upgrades
- ✓ Continue to incorporate pavement management, storm drainage, and sidewalk data into a Geographic Information System
- ✓ Continue to implement the recommendations of the pavement management system for streets and sidewalks in conjunction with the Water and Sewer master plans
- ✓ Enhance the general appearance and conditions of the central business district through the installation of trees, lights, benches, trash receptacles, and pedestrian ways
- ✓ Create master plans for stormwater management and municipal facilities for compliance with federal rules and regulations

Performance Measurement

Pavement Management Index

	FY23	FY24	FY25 (Est)	FY26 (Est)
Goal	76	78	80	78
Actual	81	82		

Citywide Goals Addressed

- *Maintain and improve infrastructure to meet the needs of the community*
- *Meet or Exceed State and Federal Legal/Regulatory Requirements, Including Those for a Safe and Healthy Community and Environment*
- *Deliver Services and Programs with Courtesy, Professionalism, and Efficiency*

Goal #2: Provide an elevated level of service in a cost-effective and efficient manner for municipal operations

Objectives

- ✓ Improve the efficiency of facility maintenance services to extend the useful life of facilities and improve building aesthetics
- ✓ Provide training and instruction for the most efficient use of equipment and tools to improve overall departmental efficiency and optimize operational costs
- ✓ Continue to refine the operations of the solid waste program to minimize collection and disposal costs
- ✓ Continue to implement additional energy-saving methods and equipment
- ✓ Continue to enhance the effectiveness of the recycling program
- ✓ Continue to replace traffic signalization equipment to improve intersection traffic flow and safety for both vehicles and pedestrians

Performance Measurement

CO2 Reduced Through Recycling

	FY23	FY24	FY25 (Est)	FY26 (Est)
Total Tonnage Collected	2,450	2,284	2,200	2,100
Metric Tons CO2 Emissions Prevented Through Recycling	7,717	7,194	6,930	6,615

Citywide Goals Addressed

- *Maintain Financial Stability*
- *Maintain and Improve Infrastructure to Meet the Needs of the Community*



Goal #3: Increase public outreach and solicitation of public input

Objectives

- ✓ Continue to improve public awareness on how to access Highway Division services
- ✓ Maintain the Division's website presence with up-to-date and accurate information
- ✓ Take opportunities to solicit public input to better inform decision-making
- ✓ Review the timeliness of response to public inquiries

Performance Measurements

Click N' Fix Requests Completed

FY23	FY24	FY25 (Est)	FY26 (Est)
1,152	1,093	1,100	1,150

Participation in Citywide Neighborhood Committee meetings

FY23	FY24	FY25 (Est)	FY26 (Est)
3	*3*	*3*	*3*

Citywide Goal Addressed

- *Invite and engage the entire community, especially those traditionally unreached, to increase participation and transparency in government*



Goal #4: Continue to explore and implement sustainable practices when feasible

Objectives

- ✓ Work with other Departments to support the implementation of sustainable practices
- ✓ Continue to explore and implement, when practicable, environmentally sustainable public works operations

Performance Measurements

Number of Trees Planted

	FY23	FY24	FY25 (Est)	FY26 (Est)
Trees Planted	*400*	*155*	*150*	*150*
Cost	*$25,000*	*$19,576*	*$20,000*	*$20,000*
In FY19, staff assumed responsibility for planting operations. The City realized ~$15,000 in savings, while tree plantings increased from ~30/year to ~100/year. Costs do not reflect staff time.				

Application of Compost Tea

	FY23	*FY24*	*FY25 (Est)*	*FY26 (Est)*
Treated	*100 Trees*	*355 Trees*	*350 Trees*	*350 Trees*
Avoided Cost Estimate	*Previous bid for Organic Management ~$269,000*			
Additional Benefits	*No environmental impact, benefits the soil biology, mammals, and fish in the Piscataqua River (also applied to planters and pits)*			

Yard Waste/Composting

	FY23	FY24	FY25 (Est)	FY26 (Est)
Total Tonnage Collected	1,362	1,616	1,700	1,800

Citywide Goals Addressed

- *Maintain Financial Stability*
- *Integrate sustainability, resilience, and climate change mitigation actions throughout the City government and community*
- *Deliver Services and Programs with Courtesy, Professionalism, and Efficiency*

Additional Operational Measures

Solid Waste Disposal

	FY23	FY24	FY25 (Est)	FY26 (Est)
Solid Waste Disposal				
Total Tonnage Collected	10,012	9,755	10,000	9,800
Curbside Collection of Municipal Solid Waste				
Total Tonnage Collected	4,259	3,923	4,100	4,200

FY26 BUDGETED POSITION AND SALARY DETAIL

	STEP		POSITION	SALARY
DEPARTMENT OF PUBLIC WORKS - HIGHWAY DIVISION				
ADMINSTRATION				
NON GRADE 26	H	⑦	DIRECTOR OF PUBLIC WORKS AND FACILITIES	39,343
NON GRADE 24	C	⑦	OPERASTIONS DIRECTOR II	30,949
SMA GRADE 16	H		GENERAL FOREMAN	97,507
NON GRADE 15	F	⑦	ADMINISTRATIVE MANAGER - PUBLIC WORKS	22,289
NON GRADE 15	4D/8E	⑦	ADMINSTRATIVE MANAGER	21,718
PMA GRADE 11	E	⑦	ADMINISTRATIVE ASSISTANT II	18,191
PMA GRADE 11	6C/6D	⑦	ADMINISTRATIVE ASSISTANT II	16,913
PMA GRADE 9	5.5G/6.5H	⑦	OPERATIONAL SUPPORT COORDINATOR	17,158
			EDUCATION STIPENDS	896
			ON CALL	2,840
			TOTAL ADMINISTRATION FULL TIME	**267,804**
NON GRADE 25	H	⑭	REGULATORY COUNSEL (26 HOURS/WEEK)	5,639
			TOTAL ADMINISTRATION PART TIME	**5,639**
ENGINEERING				
PMA GRADE 21	H	⑦	PROJECT MANAGER - ENGINEERING & OPERATIONS	30,927
PMA GRADE 20	E	⑦	FACILITIES PROJECT MANAGER	28,107
PMA GRADE 16	6A/6B	⑰	PROJECT MANAGER	3,906
			TOTAL ENGINEERING FULL TIME	**62,940**
FACILITIES ADMINISTRATION				
PMA GRADE 21	E	⑦	FACILITIES MANAGER	29,504
SMA GRADE 14	E		FACILITY FOREMAN	84,437
SMA GRADE 14	7.5C/4.5D		CUSTODIAL FOREMAN	78,023
1386A GRADE 9	E		MASTER CARPENTER	61,836
1386A GRADE 7	E		UTILITY MECHANIC - POOL TECHNICIAN	56,376
1386A GRADE 5	F		CUSTODIAN	52,589
1386A GRADE 5	E		CUSTODIAN	51,181
1386A GRADE 5	E		CUSTODIAN	51,181
1386A GRADE 5	E		CUSTODIAN	51,181
1386A GRADE 5	E		CUSTODIAN	51,181
1386A GRADE 5	E		CUSTODIAN	51,181
1386A GRADE 5	E		LABORER	51,181
			ON CALL	18,720
			TOTAL FACILITIES ADMINISTRATION FULL TIME	**688,571**
			CONSTRUCTION OPERATIONS DIRECTOR	30,000
			TOTAL FACILITIES ADMINISTRATION PART TIME	**30,000**
CITY HALL				
1386A GRADE 8	F		CUSTODIAN LEADMAN	60,842
1386A GRADE 5	E		CUSTODIAN	51,181
1386A GRADE 5	E		CUSTODIAN	51,181
1386A GRADE 5	E		CUSTODIAN	51,181
			ON CALL	4,680
			TOTAL CITY HALL FULL TIME	**219,065**

FY26 BUDGETED POSITION AND SALARY DETAIL

	STEP		POSITION	SALARY
DEPARTMENT OF PUBLIC WORKS - HIGHWAY DIVISION				
SOLID WASTE				
1386A GRADE 7	G		TRUCK DRIVER II	59,519
1386A GRADE 7	G		TRUCK DRIVER II	59,519
1386A GRADE 7	F		TRUCK DRIVER II	57,926
1386A GRADE 7	F		TRUCK DRIVER II	57,926
1386A GRADE 7	E		RECYCLING TRUCK DRIVER	56,376
1386A GRADE 6	E		SANITATION LABORER	53,717
1386A GRADE 6	7C/5D		SANITATION LABORER	49,738
1386A GRADE 6	8D/4E		SANITATION LABORER	52,011
1386A GRADE 6	E		SANITATION LABORER	53,717
1386A GRADE 6	E		SANITATION LABORER	53,717
1386A GRADE 6	4D/8E		SANITATION LABORER	52,864
1386A GRADE 5	G		LABORER	54,035
			TOTAL SOLID WASTE FULL TIME	**661,065**
STREET MAINTENANCE/ SNOW REMOVAL				
SMA GRADE 14	E		HIGHWAY FOREMAN	84,437
1386A GRADE 13	D		ASSISTANT FOREMAN	71,783
1386A GRADE 7	4.5D/7.5E		UTILITY MECHANIC	55,369
1386A GRADE 6	E		TRUCK DRIVER I	53,717
1386A GRADE 6	E		TRUCK DRIVER I	53,717
1386A GRADE 5	G		LABORER	54,035
1386A GRADE 5	E		LABORER	51,181
1386A GRADE 5	6D/6E		LABORER	49,962
1386A GRADE 5	6.5D/5.5E		LABORER	49,861
1386A GRADE 5	E		LABORER	51,181
			ON CALL	38,340
			TOTAL STREET MAINTENANCE FULL TIME	**613,583**
			SEASONAL LABORERS	12,160
			TOTAL STREET MAINTENANCE PART TIME	**12,160**
EQUIPMENT MAINTENANCE				
SMA GRADE 16	H	⑧	FLEET GENERAL FOREMAN	29,252
SMA GRADE 13	E	⑧	LEAD MECHANIC	24,137
1386A GRADE 13	C	⑧	EQUIPMENT MECHANIC TECHNICIAN	20,510
1386A GRADE 13	C	⑧	EQUIPMENT MECHANIC TECHNICIAN	20,510
1386A GRADE 13	8B/4C	⑧	EQUIPMENT MECHANIC TECHNICIAN	19,858
PMA GRADE 11	5C/7D	⑧	OFFICE MANAGER II	20,378
1386A GRADE 5	E	⑧	EQUIPMENT MECHANIC ASSISTANT	15,354
			ON CALL	3,510
			TOTAL EQUIPMENT MAINTENANCE FULL TIME	**153,509**
			INTERN	17,290
			TOTAL EQUIMENT MAINTENANCE PART TIME	**17,290**

FY26 BUDGETED POSITION AND SALARY DETAIL

	STEP	POSITION	SALARY
DEPARTMENT OF PUBLIC WORKS - HIGHWAY DIVISION			
TREE PROGRAM			
SMA GRADE 15	3C/9D	ARBORIST FOREMAN	83,400
1386A GRADE 13	F	ARBORIST TECHNICIAN	77,445
1386A GRADE 8	E	EQUIPMENT OPERATOR I - TREES	59,161
1386A GRADE 6	E	TRUCK DRIVER I - TREES	53,717
		ON CALL	2,340
		TOTAL TREE PROGRAM FULL TIME	**276,063**
		INTERN	12,160
		TOTAL TREE PROGRAM PART TIME	**12,160**
PARKS AND CEMETERIES			
SMA GRADE 15	G	PARKS AND GREENERY FOREMAN	91,077
1386A GRADE 13	G	ASSISTANT FOREMAN - PARKS AND GREENERY	79,575
1386A GRADE 8	0.5E/11.5F	EQUIPMENT OPERATOR I	60,720
1386A GRADE 7	G	UTILITY MECHANIC	59,519
1386A GRADE 6	E	TRUCK DRIVER I	53,717
1386A GRADE 5	G	LABORER	54,035
1386A GRADE 5	E	LABORER	51,181
		ON CALL	4,680
		TOTAL PARKS AND CEMETERIES FULL TIME	**454,504**
		SEASONAL LABORERS	24,320
		TOTAL PARKS AND CEMETERIES PART TIME	**24,320**
		TOTAL FULL TIME	**3,397,104**
		TOTAL PART TIME	**101,569**
		TOTAL DEPARTMENT	**3,498,673**

FOR TOTAL SALARY, PLEASE SEE PERSONNEL SUMMARY SECTION OF THE BUDGET

⑦ 25% PUBLIC WORKS, 25% WATER, 25% SEWER, 25% PARKING
⑧ 30% PUBLIC WORKS, 30% WATER, 30% SEWER, 10% PARKING
⑭ 5% PUBLIC WORKS, 40% WATER, 40% SEWER, 15% PARKING AND TRANSPORTATION
⑰ 5% PUBLIC WORKS, 35% WATER, 35% SEWER, 25% PARKING

		FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
DEPARTMENT OF PUBLIC WORKS - HIGHWAY DIVISION					
ADMINISTRATION					
01-751-610-51-111-419					
011001	REGULAR SALARIES	314,091	315,526	331,729	267,804
012001	PART TIME SALARIES	10,723	4,145	-	5,639
014041	OVERTIME	14,000	14,379	14,000	14,000
015001	LONGEVITY	33,189	31,097	34,617	26,229
022001	SOCIAL SECURITY	23,064	21,878	23,581	19,448
022501	MEDICARE	5,394	5,116	5,515	4,548
023001	RETIREMENT	48,881	48,995	51,461	39,274
034103	TELEPHONE	19,000	21,971	19,000	22,200
034104	CELLULAR PHONES	11,120	12,370	11,760	12,000
034206	SOFTWARE-ANNUAL MAINT	25,408	23,424	28,883	29,668
035002	PROF SERV- SUBSTANCE TEST	3,750	1,504	3,750	3,750
039001	PROFESSIONAL SERVICES	5,000	5,711	5,000	4,600
043027	REPAIRS-OFFICE EQUIPMENT	1,000	85	1,000	1,000
044006	PRINTING LEASE/MAINT	3,660	1,979	3,660	2,600
053001	ADVERTISING	2,500	4,592	2,500	3,500
054050	TRAINING	15,000	8,177	15,000	16,850
055050	PRINTING	300	-	300	300
056001	DUES PROFESSIONAL ORGANIZ	5,000	2,699	5,000	5,000
057101	TRAVEL AND CONFERENCE	2,500	2,582	2,500	1,800
057102	TRAVEL REIMBURSEMENT	1,000	742	1,000	1,000
061001	FIRST AID	2,000	2,286	2,000	2,000
061003	MEETING SUPPLIES	660	435	660	660
062001	OFFICE SUPPLIES	4,500	6,867	4,500	5,000
062005	PRINTING SUPPLIES	100	-	100	100
062501	POSTAGE	1,000	1,514	1,000	1,200
067001	BOOKS & PERIODICALS	500	-	500	500
068003	PROTECTIVE CLOTHING	2,500	1,219	2,500	2,350
068022	MATERIALS-SAFETY	500	50	500	500
		556,340	**539,890**	**572,016**	**493,520**
ENGINEERING					
01-751-620-51-111-419					
011001	REGULAR SALARIES	94,953	95,035	97,507	62,940
012001	PART TIME SALARIES	-	24,356	-	-
014041	OVERTIME	25,000	19,242	25,000	-
022001	SOCIAL SECURITY	7,437	8,390	7,595	3,902
022501	MEDICARE	1,739	1,962	1,776	913
023001	RETIREMENT	16,230	15,463	16,575	8,025
031002	PROF SERVICES-ENGINEERING	20,000	41,953	20,000	20,000
054050	TRAINING	200	194	200	200
057101	TRAVEL AND CONFERENCE	100	-	100	100
062001	OFFICE SUPPLIES	100	216	100	100
062002	ENGINEERING SUPPLIES	500	268	500	500
062003	MAPPING SUPPLIES	500	-	500	500
068003	PROTECTIVE CLOTHING	250	-	250	250
		167,009	**207,077**	**170,103**	**97,430**

		FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
FACILITIES ADMINISTRATION					
01-751-630-51-100-407					
011001	REGULAR SALARIES	578,134	549,860	618,175	688,571
012001	PART TIME SALARIES	-	-	30,000	30,000
014041	OVERTIME	30,000	37,927	30,000	40,000
022001	SOCIAL SECURITY	37,704	38,355	42,047	47,031
022501	MEDICARE	8,818	8,242	9,834	10,999
023001	RETIREMENT	82,281	76,403	87,698	92,893
031001	PROF SERVICES-ENERGY CONT	-	391	-	2,000
039001	PROFESSIONAL SERVICES	15,000	20,112	15,000	15,000
039058	PROF/SERV ENVIRO TEST	12,000	34,325	12,000	12,000
043016	REPAIRS-CLOCK MAINTENANCE	1,000	900	1,000	1,000
068003	PROTECTIVE CLOTHING	6,000	9,210	6,000	6,000
068004	MATERIALS-MAINTENANCE	2,200	3,321	2,200	2,200
068030	TOOLS	5,000	11,027	5,000	5,000
		778,137	**790,071**	**858,954**	**952,694**
FACILITIES CITY HALL					
01-751-630-51-110-407					
011001	REGULAR SALARIES	210,439	204,338	215,943	219,065
014041	OVERTIME	25,000	24,132	25,000	25,000
022001	SOCIAL SECURITY	14,597	10,266	14,938	15,132
022501	MEDICARE	3,414	3,129	3,494	3,539
023001	RETIREMENT	31,855	34,021	32,600	31,118
041002	ELECTRICITY	158,000	160,020	169,000	183,288
041101	NATURAL GAS	55,000	53,361	60,273	54,492
041205	WATER /SEWER FEES	25,000	24,262	28,400	31,700
043001	REPAIRS-STRUCTURAL	15,000	62,244	15,000	15,000
043002	REPAIRS-ELECTRICAL	20,000	22,890	15,000	15,000
043004	REPAIRS-PLUMBING	20,000	27,651	20,000	20,000
043005	REPAIRS-HEATING SYSTEM	12,000	14,154	12,000	12,000
043006	REPAIRS-BOILER	5,000	5,924	5,000	5,000
043007	REPAIRS-ELEVATOR	15,000	34,053	15,000	15,000
043008	REPAIRS-AIR CONDITION SYS	6,000	18,547	6,000	6,000
043011	REPAIRS-SPRINKLER SYS	-	-	5,000	5,000
043032	GENERATOR MAINTENANCE	5,000	2,736	5,000	5,000
064001	JANITORIAL SUPPLIES	20,000	23,469	20,000	20,000
		641,305	**725,196**	**667,648**	**681,334**
FACILITIES PUBLIC WORKS					
01-751-630-51-111-407					
041002	ELECTRICITY	50,000	47,046	57,000	55,243
041101	NATURAL GAS	25,000	24,594	25,245	26,420
041205	WATER /SEWER FEES	13,000	4,898	13,000	9,000
043001	REPAIRS-STRUCTURAL	45,000	61,139	45,000	45,000
043002	REPAIRS-ELECTRICAL	3,500	13,686	2,000	2,000
043004	REPAIRS-PLUMBING	2,000	35,358	1,500	1,500
043005	REPAIRS-HEATING SYSTEM	-	-	500	1,000
043007	REPAIRS-ELEVATOR	2,000	2,474	2,000	2,000
043011	REPAIRS-SPRINKLER SYS	-	-	1,500	1,500
043032	GENERATOR MAINTENANCE	500	265	500	1,000
064001	JANITORIAL SUPPLIES	8,500	9,009	8,500	8,500
068016	MATERIALS	5,000	4,651	5,000	5,000
072014	PW FACILTY	-	59	-	-
		154,500	**203,179**	**161,745**	**158,163**

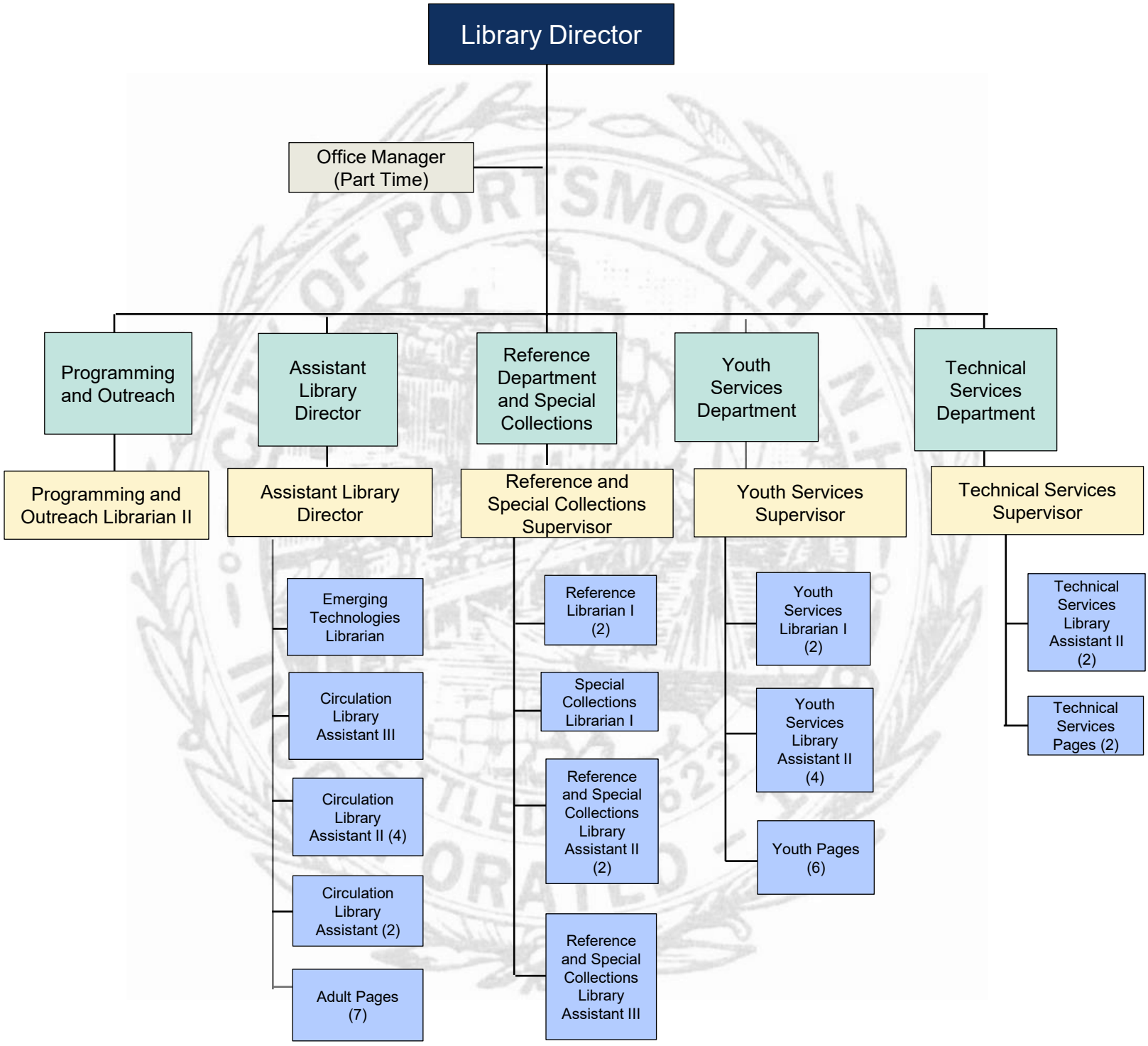
		FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
FACILITIES LIBRARY					
01-751-630-51-112-407					
043001	REPAIRS-STRUCTURAL	15,000	34,688	15,000	15,000
043002	REPAIRS-ELECTRICAL	4,500	18,004	3,500	5,000
043004	REPAIRS-PLUMBING	3,000	31,565	3,000	6,000
043005	REPAIRS-HEATING SYSTEM	-	-	1,000	1,000
043006	REPAIRS-BOILER	2,500	7,080	1,500	5,000
043007	REPAIRS-ELEVATOR	3,500	1,674	3,500	4,000
043011	REPAIRS-SPRINKLER SYS	-	-	1,000	1,000
043028	MAINTENANCE	7,500	1,175	7,500	7,500
064001	JANITORIAL SUPPLIES	5,500	10,502	5,500	5,500
		41,500	**104,688**	**41,500**	**50,000**
FACILITIES SENIOR ACTIVITY CENTER					
01-751-630-51-121-407					
039001	PROFESSIONAL SERVICES	5,000	602	5,000	6,500
043001	REPAIRS-STRUCTURAL	5,000	2,808	4,000	6,000
043002	REPAIRS-ELECTRICAL	500	557	500	1,000
043004	REPAIRS-PLUMBING	500	9,464	500	1,000
043005	REPAIRS-HEATING SYSTEM	-	-	500	1,000
043011	REPAIRS-SPRINKLER SYS	-	-	500	1,000
064001	JANITORIAL SUPPLIES	2,500	4,648	2,500	3,500
		13,500	**18,079**	**13,500**	**20,000**
FACILITIES SPINNAKER POINT					
01-751-630-51-123-407					
039001	PROFESSIONAL SERVICES	15,000	3,370	15,000	15,000
043001	REPAIRS-STRUCTURAL	5,500	7,887	5,500	5,500
043002	REPAIRS-ELECTRICAL	2,700	6,519	2,200	2,200
043004	REPAIRS-PLUMBING	2,000	3,172	1,500	1,500
043005	REPAIRS-HEATING SYSTEM	-	-	500	500
043007	REPAIRS-ELEVATOR	2,000	4,549	2,000	2,000
043011	REPAIRS-SPRINKLER SYS	-	-	500	500
064001	JANITORIAL SUPPLIES	8,500	11,021	8,500	8,500
		35,700	**36,519**	**35,700**	**35,700**
FACILITIES INDOOR POOL					
01-751-630-51-192-407					
039001	PROFESSIONAL SERVICES	26,400	34,190	26,400	30,000
043001	REPAIRS-STRUCTURAL	5,000	3,307	5,000	6,000
043002	REPAIRS-ELECTRICAL	2,000	6,732	1,500	2,000
043004	REPAIRS-PLUMBING	1,500	6,378	1,000	1,500
043005	REPAIRS-HEATING SYSTEM	-	-	500	1,000
043011	REPAIRS-SPRINKLER SYS	-	-	500	1,000
043018	REPAIRS-EQUIPMENT	2,500	13,694	2,500	2,500
064001	JANITORIAL SUPPLIES	4,000	4,604	4,000	5,000
068016	MATERIALS	5,000	977	5,000	6,000
		46,400	**69,882**	**46,400**	**55,000**
FACILITIES OUTDOOR POOL					
01-751-630-51-992-407					
039001	PROFESSIONAL SERVICES	-	7,000	2,000	2,000
043001	REPAIRS-STRUCTURAL	4,000	11,403	4,000	4,000
043002	REPAIRS-ELECTRICAL	4,000	3,666	4,000	4,000
043004	REPAIRS-PLUMBING	1,000	4,955	1,000	1,000
043014	REPAIRS-OTHER	1,000	7,043	1,000	1,000
064001	JANITORIAL SUPPLIES	2,800	893	800	800
068016	MATERIALS	1,000	5,192	1,000	1,000
		13,800	**40,151**	**13,800**	**13,800**

		FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
SOLID WASTE					
01-751-640-32-100-426					
011001	REGULAR SALARIES	609,637	554,909	645,275	661,065
014041	OVERTIME	95,000	91,450	95,000	95,000
022001	SOCIAL SECURITY	43,687	38,467	45,897	46,876
022501	MEDICARE	10,217	8,996	10,734	10,963
023001	RETIREMENT	95,337	87,459	100,159	96,398
039400	RECYCLING BY CONTRACT	264,000	214,647	275,000	240,000
041302	MSW DISPOSAL	473,000	460,525	496,650	497,000
041303	YARD WASTE	75,000	51,851	75,000	75,000
041304	BULKY WASTE	-	149	-	-
041305	HOUSEHOLD HAZARDOUS WASTE	500	353	500	500
041306	VEHICLE TIRE DISPOSAL	2,000	1,076	2,000	2,000
041307	UNIVERSAL WASTE	40,000	16,815	40,000	20,000
043018	REPAIRS-EQUIPMENT	120,000	135,223	120,000	120,000
068003	PROTECTIVE CLOTHING	6,000	10,178	6,000	6,000
068036	SOLID WASTE MATERIALS	-	113,401	-	-
068024	RECYCLING SUPPLIES/MATERL	9,000	407	8,000	8,000
091011	TRANSFER PARKING-RECYCLIN	(100,000)	(100,000)	(100,000)	(100,000)
		1,743,378	**1,685,907**	**1,820,215**	**1,778,802**
HIGHWAY STREET MAINTENANCE					
01-751-640-41-100-420					
011001	REGULAR SALARIES	739,744	541,007	556,614	578,583
012001	PART TIME SALARIES	-	-	-	12,160
014041	OVERTIME	40,000	51,473	40,000	40,000
022001	SOCIAL SECURITY	48,344	34,831	36,990	39,106
022501	MEDICARE	11,306	8,146	8,651	9,146
023001	RETIREMENT	105,499	80,131	80,722	78,869
031002	PROF SERVICES-ENGINEERING	30,000	-	30,000	10,000
039075	TRAFFIC LINE MARKING	100,000	170,176	57,100	83,100
039081	ROAD MAINTENANCE	116,000	134,042	111,000	88,279
043003	REPAIRS-TRAFFIC SIGNS	12,000	11,526	8,040	8,100
043033	REPAIRS-BRIDGE	-	6,190	-	-
044002	RENTAL OTHER EQUIPMENT	250	-	250	10,000
055050	PRINTING	725	-	725	250
068003	PROTECTIVE CLOTHING	17,800	24,824	16,821	20,700
068018	MATERIALS-MARKET SQUARE	10,000	37,396	10,000	100
068020	MATERIALS-ROAD	40,000	43,825	40,000	40,000
068021	MATERIALS-TRAFFIC SIGNS	30,000	32,570	20,000	20,000
068026	MATERIALS-SIDEWALK	10,000	9,375	10,000	11,200
068027	MATERIALS-BRIDGE	2,000	1,465	2,000	2,200
074067	LED STREET LIGHTS	-	-	-	-
		1,313,668	**1,186,977**	**1,028,913**	**1,051,793**
SNOW REMOVAL					
01-751-640-42-100-420					
011001	REGULAR SALARIES	35,000	29,240	35,000	35,000
014041	OVERTIME	100,000	71,573	100,000	100,000
022001	SOCIAL SECURITY	8,370	6,020	8,370	8,370
022501	MEDICARE	1,958	1,408	1,958	1,958
023001	RETIREMENT	18,266	13,640	18,266	17,213
039200	SNOW REMOVAL	105,000	53,119	105,000	100,000
043017	REPAIRS-PLOW DAMAGE	4,000	2,466	4,000	4,000
043024	REPAIRS-VEHICLE	93,034	111,096	93,034	94,000
068004	MATERIALS-MAINTENANCE	-	-	-	1,000
068005	MATERIALS-SAND AND SALT	210,000	146,896	210,000	210,000
074001	EQUIPMENT	22,166	52,411	22,166	24,500
091002	TRANSFER-PARKING	(300,000)	(300,000)	(300,000)	(300,000)
		297,794	**187,868**	**297,794**	**296,041**

		FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
EQUIPMENT MAINTENANCE					
01-751-640-45-100-420					
011001	REGULAR SALARIES	142,277	107,931	150,105	153,509
011050	ANNUAL TOOL ALLOWANCE	2,000	3,259	2,400	1,200
012001	PART TIME SALARIES	-	-	-	17,290
014041	OVERTIME	8,000	9,114	8,000	9,000
022001	SOCIAL SECURITY	9,317	4,862	9,803	11,148
022501	MEDICARE	2,179	1,617	2,293	2,607
023001	RETIREMENT	20,332	17,846	21,392	20,720
043010	REPAIRS-VEHICLE BY OUTSID	49,000	27,709	49,000	65,000
043018	REPAIRS-EQUIPMENT	30,500	26,122	30,500	33,800
043024	REPAIRS-VEHICLE	116,000	125,559	116,000	128,000
054050	TRAINING	4,000	236	4,000	7,000
063001	TIRES AND BATTERIES	20,000	13,605	20,000	25,000
063401	EV CHARGING STATION	150	70	150	-
063501	GASOLINE	190,000	155,597	190,000	190,000
063701	LUBRICANTS	20,500	13,165	20,500	21,500
067001	BOOKS & PERIODICALS	100	-	100	100
068003	PROTECTIVE CLOTHING	6,300	8,476	6,300	6,820
068004	MATERIALS-MAINTENANCE	-	919	-	10,600
068030	TOOLS	2,600	90,707	2,600	3,000
074002	IT EQUIPMENT	250	8,611	250	250
		623,505	**615,406**	**633,393**	**706,544**
TREE PROGRAM					
01-751-640-46-100-420					
011001	REGULAR SALARIES	197,532	181,217	267,980	276,063
014041	OVERTIME	10,000	19,269	10,000	15,000
012001	PART TIME SALARIES	-	-	-	12,160
022001	SOCIAL SECURITY	12,867	11,924	17,235	18,800
022501	MEDICARE	3,009	2,789	4,031	4,397
023001	RETIREMENT	28,079	27,114	37,611	37,111
031002	PROF SERVICES-ENGINEERING	-	-	13,000	15,500
065001	TREE MAINTENANCE	15,500	7,990	15,500	15,500
068003	PROTECTIVE CLOTHING	-	-	-	3,350
068006	MATERIALS-TREE MAINTENANC	7,000	15,231	7,000	7,000
074001	EQUIPMENT	1,150	14,668	1,150	3,000
		275,137	**280,201**	**373,507**	**407,881**
MOSQUITO CONTROL					
01-751-640-47-100-420					
065003	LARVICIDING CONTRACT	31,600	28,832	31,600	36,000
		31,600	**28,832**	**31,600**	**36,000**

		FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
PARKS AND CEMETERIES					
01-751-640-48-132-420					
011001	REGULAR SALARIES	305,227	305,519	434,050	454,504
012001	PART TIME SALARIES	35,000	19,437	35,000	24,320
014041	OVERTIME	12,000	37,204	12,000	30,000
022001	SOCIAL SECURITY	21,838	21,356	29,825	31,547
022501	MEDICARE	5,107	4,995	6,975	7,378
023001	RETIREMENT	42,921	46,427	60,351	61,774
039001	PROFESSIONAL SERVICES	95,000	85,053	96,900	108,750
039021	PARKS & CEMETERY PROGRAMS	60,000	17,234	60,000	40,000
041205	WATER /SEWER FEES	50,000	26,988	50,000	35,000
043001	REPAIRS-STRUCTURAL	1,000	205	1,000	500
043002	REPAIRS-ELECTRICAL	3,000	552	3,000	6,000
043004	REPAIRS-PLUMBING	2,000	841	2,000	2,000
043018	REPAIRS-EQUIPMENT	2,500	-	2,500	2,500
043025	REPAIRS-BLDINGS & GROUNDS	4,000	298	4,000	7,000
065005	BALLPARK TURF SPRAYING	2,500	-	2,500	4,000
068004	MATERIALS-MAINTENANCE	55,000	59,708	55,000	55,000
068017	MATERIALS-BASEBALL FIELDS	16,000	31,151	16,000	16,000
074001	EQUIPMENT	1,000	37,705	1,000	1,500
		714,093	**694,670**	**872,101**	**887,773**
STORMWATER					
01-751-640-49-100-420					
091008	TRANSFER-STORMWATER	334,044	334,044	351,628	419,010
		334,044	**334,044**	**351,628**	**419,010**
PW	**TOTAL**	**7,781,410**	**7,748,638**	**7,990,517**	**8,141,485**

Portsmouth Public Library



Mission

To engage, educate, empower, and enrich our community through creative and dedicated service to all.

Portsmouth Public Library

Services Overview

- ✓ Administration
- ✓ Technical Services: Acquisitions & Cataloging
- ✓ Circulation
- ✓ Public Programs and Community Building
- ✓ Reference Services
- ✓ Local History and Preservation Activities
- ✓ Computer Services and Digital Literacy Training
- ✓ Services to Schools

Did you know?

Did you know that each day, an average of 550 people visit the library?

Position Summary Schedule

Positions Full Time	FY24	FY25	FY26
Library Director	1	1	1
Assistant Library Director	1	1	1
Librarian 2	4	4	4
Librarian 1	4	6	6
Library Assistant 3	2	2	1
Library Assistant 2	4	4	4
Library Assistant 1	0	0	0
Totals Full Time	**16.00**	**18.00**	**17.00**
Positions Part-Time	**FY24**	**FY25**	**FY26**
Office Manager	1	1	1
Librarian 1	1	0	0
Library Assistant 3	2	1	1
Library Assistant 2	8	8	8
Library Assistant 1	2	2	2
Number of Part Time Library Pages varies throughout the year.			
Number of Part Time Library Temporary Workers varies throughout the year.			
Totals Part Time	**14.00**	**12.00**	**12.00**

Department Budget Comments

The FY26 Proposed Budget for the Library Department is $2,390,101. This represents a net decrease of $98,437 or -4.0% from FY25.

Budget Summary of Expenditures

	FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
PORTSMOUTH PUBLIC LIBRARY				
SALARIES	1,112,188	1,097,426	1,159,437	1,223,749
PART-TIME SALARIES	496,275	459,616	509,956	388,478
OVERTIME	1,500	-	500	500
LONGEVITY	10,465	12,331	12,578	12,943
RETIREMENT	152,098	150,559	158,539	157,690
OTHER BENEFITS	124,030	116,033	128,709	124,364
Contractual Obligations	*1,896,556*	*1,835,965*	*1,969,719*	*1,907,724*
TRAINING/EDUCATION/CONFERENCES	6,825	7,014	4,825	5,825
ELECTRICITY	85,000	91,302	97,000	100,000
NATURAL GAS	9,500	7,905	9,600	9,000
CONTRACTED SERVICES	5,780	3,147	15,780	800
PROFESSIONAL ORGANIZATION DUES	2,400	1,582	1,600	1,600
SOFTWARE/COMPUTER MAINTENANCE	54,947	44,215	54,947	47,636
OTHER OPERATING	316,664	385,729	335,067	317,516
Other Operating	*481,116*	*540,894*	*518,819*	*482,377*
TOTAL	2,377,672	2,376,859	2,488,538	2,390,101

- Materials Cost — Books and operating supplies, among other items, continue to increase in cost by 5-15%. We continue to see strong demand for downloadable items as well, particularly for audiobooks which are more expensive than either paper-based books or ebooks.
- Energy — FY25 has seen significant increases in electric bills.
- Borrowing Trends — Borrowing has increased steadily since fully re-opening in FY22. Usage of downloadable materials including ebooks, audiobooks, magazines, newspapers, and online courses continues to be strong. The Portsmouth Public Library participates in the NH Downloadables Consortium, which now includes magazines in its collection and subscribes to additional downloadable services including the New York Times, the Wall Street Journal, and Kanopy (films). The Library actively participates in the Interlibrary Loan system coordinated by the State Library which leverages the collections held by New Hampshire libraries.
- Exhibits — Exhibits are a point of pride for the Library as we host local artists including SPLASH!, the spring show of artists in Portsmouth schools K-12, and the annual Ikebana show. Our exhibits frequently highlight local artists and groups.
- Outreach — In FY26, our goals will include continuing outreach to all sectors of the community most notably with the launch of the all-electric Bookmobile.
- Programs — Programs of all sorts, for all ages, continue to hold pride of place in the Library. Whether you knit, speak Italian, write, discuss big ideas, meditate, or want to learn all about poop, the Library is here. We continue to respond to community interests with a robust and diverse selection of programs.

  In December 2024, we held our first post-pandemic gala, a Regency Ball. Attendees from 8 to 80 enjoyed dancing, crafts, nibbles, and socializing, many in terrific costumes. Many ongoing library programs have been meeting for over seven years including Weekly Meditation, Language discussion groups (now six languages strong) and the weekly World Affairs group. Strong continuing partnerships bring vital programs to our space such as the NH Black Heritage Trail Elinor Williams Hooker Tea Talks in February and the PMAC Guitar Sundays throughout most of the year. Additionally, partnering with other City Departments is vital to program success, and we enjoy working with the Recreation Department in particular, whether in their spaces or ours.
- Digital Literacy and Education — Continuing advances in technology in many areas, including the proliferation of mobile devices, bring ongoing challenges to our citizens. The Library has always been a trusted place for people to stay current, and currently that often means staying on top of the technology used in everyday life. Library staff continue to help individuals with their technologies for reading, listening, and gathering information at our very busy Device Help sessions as well as one-on-one assistance.

Programs and Services

Administration

- Strategic planning
- Building administration
- Budget preparation and analysis
- Services design and evaluation
- Professional staff development
- Staff assignment and evaluation
- Internal and external communications
- Statistics analysis

Technical Services



- Materials purchasing
- Media and downloadable services purchasing
- Materials processing and cataloging
- Library systems management (Koha +)
- Online catalog (in-house and remote access) design and operation
- Materials repair and removal
- Periodical subscriptions management
- Electronic database subscriptions
- Records management



Adult Services/Circulation

- Reader's advisory and recommendations (PPL Rex)
- Koha Library System operation
- Holds, reserves, patron notices processing
- Shelving and shelf maintenance
- Displays, bookmarks, booklists



Youth Services

- Children's story times: infants through preschool
- Children's craft, music, and holiday programs
- Teen programs
- School visits: all grades both in library and in classroom
- After school programs
- Summer Reading Program
- Youth book discussions



Reference Services

- Direct patron assistance: in person, by phone, electronic
- Assistance and referral to outside agencies
- Interlibrary loan (materials held by other libraries)
- Library web page
- Device training
- Public computers with internet access, scanning, faxing, and printing
- Research assistance

Special Collections Activities

- Art objects: documentation, restoration, cleaning, and display
- Paper collection - books and loose papers - preservation and patron assistance
- Local history clipping and indexing
- Microform
- Genealogy databases
- Digital collections (www.portsmouthexhibits.org) and publications
- Personal histories collections
- Archival collections



Public Programs and Community Building

- Adult informative programs (history, literature, poetry, humor, music, sports)
- Self-development programs (retirement, personal finance, safety, fitness, health)
- Community forums and panel discussions
- World affairs discussion group and speaker series
- Library and computer instruction
- Adult and youth book discussions
- Language discussion groups in slanguages
- Art exhibits and lectures
- Local history lectures
- Genealogy workshops
- Meeting rooms/study rooms/collaborative workspace



Computer Services and Training

- Public computers
- Internet access, word processing, spreadsheet programs, office applications
- Instruction in general computer use and in use of electronic library services:
  one-on-one and group instruction
- Informative and entertaining computer programs for children and adults
- Wireless network and wireless printing
- Production station: two flatbed scanners, color and black and white laser printers
- Mobile services



All Staff and Departments

- Conversations with visitors of all ages
- Linking, connecting people with their community
- Providing a warm and welcoming environment to all who visit

Services to schools

- Provide access to the library's Koha integrated library system for school collections
- Intra-system loans
- Book talks, children's programs
- Cooperative planning and training
- Teacher lending program



Goals and Objectives

Goal #1: Identify and pursue new revenue streams to augment existing programming and materials

Objective

- ✓ Identify and pursue a variety of potential revenue streams including a Library Foundation

Performance Measurement

- ✓ Working with library trustees explore the potential for a library foundation

Citywide Goal Addressed

- ✓ *Maintain Financial Stability*

Goal #2: Continue to pursue diversity, equity, and inclusion initiatives around staffing, spaces, collections, programs, and services

Objectives

- ✓ Continue to explore new programming topics to reach a broad and diverse segment of our population
- ✓ Continue the library's TIDE (Taskforce on Inclusion, Diversity and Equity) to inform library programs and services
- ✓ Maintain and improve best practices on the library website for accessibility and effective communications
- ✓ Analyze diversity audits and further develop selection strategies for diverse collection development

Performance Measurements

- ✓ Implementation of new staff learning modules in FY25
- ✓ Ongoing TIDE programs with guest speakers from the community

Citywide Goal Addressed

- ✓ *Welcome and support diversity in the workplace and community*

Goal #3: Maintain and continue to develop a wide variety of partnerships with local organizations in programming, outreach, and services

Objectives

- ✓ Continue to explore and provide programs and outreach for all ages
- ✓ Align new programs with Strategic Plan and with city goals
- ✓ Identify, pursue, and maintain a broad array of city and community partnerships to inform and enrich our programs and services

Performance Measurement

- ✓ Established homebound delivery services
- ✓ Continued partnerships with PMAC, NH Black Heritage Trail

Number Programs

FY22	FY23	FY24	FY25 (Estimate)
1,072	1,232	1,025	1,196

Citywide Goal Addressed

- ✓ *Support the needs of residents, businesses, nonprofits, arts, and cultural institutions by leveraging City and local resources*

Goal #4: Continue exploring ways to support new and existing businesses

Objectives

- ✓ Continue to partner with strong, connected local and regional organizations supporting businesses
- ✓ Explore additional programs, services and resources for entrepreneurs and business owners
- ✓ Maintain a space that easily allows collaboration and business activity

Performance Measurements

- ✓ Implementation of Candid online for non-profits in FY25 – The Foundation Directory for grant opportunities
- ✓ Implementation of TBS PC management – scan, fax, print and wifi printing on PCs and laptops
- ✓ Small Business Week programming in partnership with the Chamber Collaborative of Greater Portsmouth

Citywide Goal Addressed

- ✓ *Support the needs of residents, businesses, nonprofits, arts, and cultural institutions by leveraging City and local resources*

Goal #5: Maintain high customer service levels throughout the Library

Objectives

- ✓ Continue to provide programs and services year-round for all ages in a variety of formats
- ✓ Continue to update professional skills related to library services for all staff as appropriate
- ✓ Update catalog education and training

Performance Measurements

- ✓ Continuous positive community feedback
- ✓ Hosted book repair workshop for staff
- ✓ Ongoing online and in-person professional development through the New Hampshire Library Association, Web Junction, and more library-focused technical and soft skills

Citywide Goal Addressed

- ✓ *Deliver Services and Programs with Courtesy, Professionalism and Efficiency*

FY26 BUDGETED POSITION AND SALARY DETAIL

PORTSMOUTH PUBLIC LIBRARY

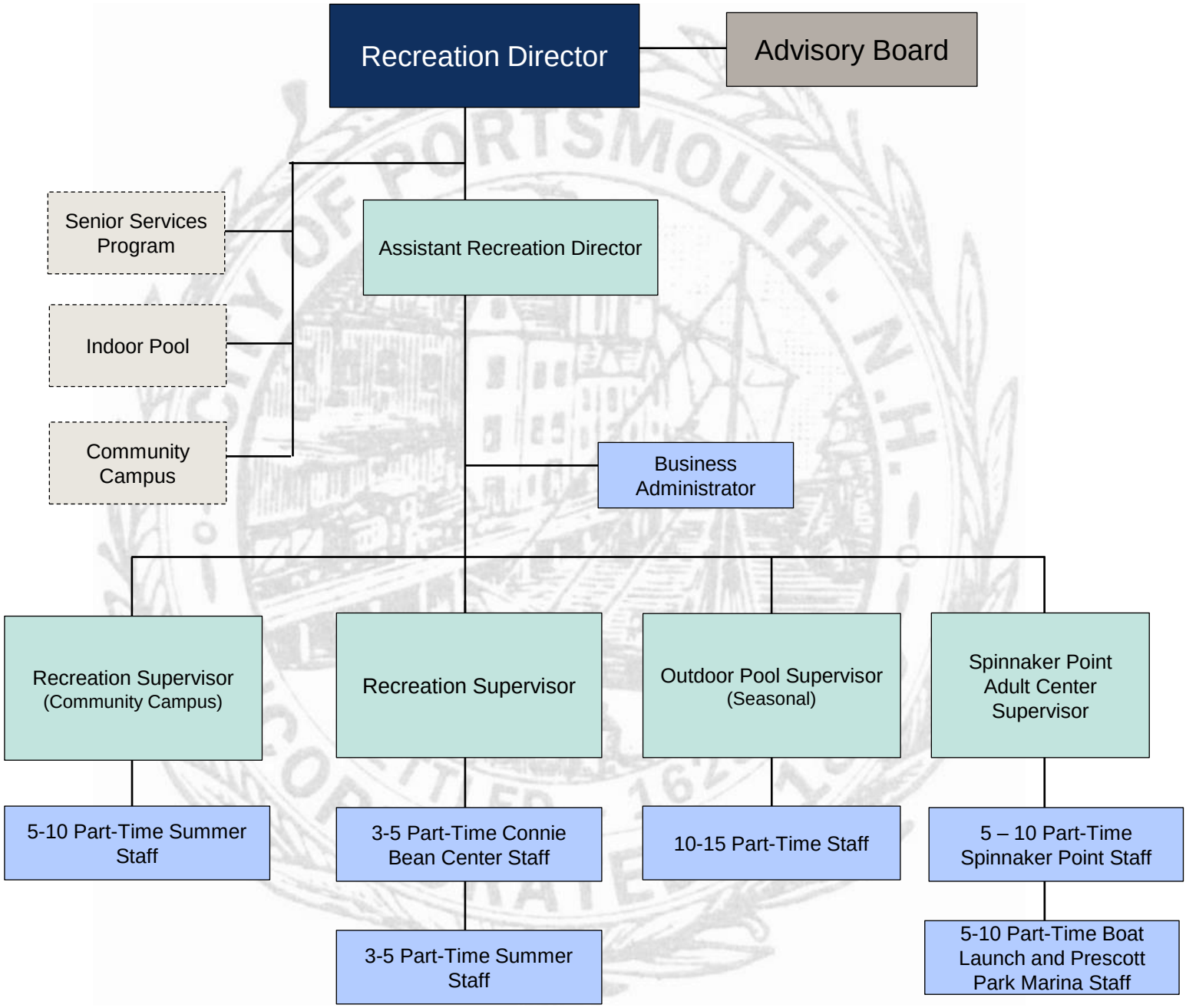
	STEP	POSITION	SALARY
PMA GRADE 22	G	LIBRARY DIRECTOR	127,346
PMA GRADE 18	G	ASSISTANT LIBRARY DIRECTOR	104,885
PMA GRADE 13	H	LIBRARIAN II	84,007
PMA GRADE 13	G	LIBRARIAN II	82,360
PMA GRADE 13	E	LIBRARIAN II	80,142
PMA GRADE 13	E	LIBRARIAN II	80,142
1386B GRADE 10	G	LIBRARIAN I	65,857
1386B GRADE 10	5.5E/6.5F	LIBRARIAN I	64,552
1386B GRADE 10	E	LIBRARIAN I	64,083
1386B GRADE 10	3D/9E	LIBRARIAN I	63,320
1386B GRADE 10	5D/7E	LIBRARIAN I	62,812
1386B GRADE 10	8A/4B	LIBRARIAN I	53,600
1386B GRADE 8	1.5G/10.5H	LIBRARY ASSISTANT III	60,475
1386B GRADE 6	I	LIBRARY ASSISTANT II	55,793
1386B GRADE 6	I	LIBRARY ASSISTANT II	55,793
1386B GRADE 6	G	LIBRARY ASSISTANT II	54,290
1386B GRADE 6	F	LIBRARY ASSISTANT II	53,540
		EDUCATION STIPEND(S)	10,752
		TOTAL FULL TIME	**1,223,749**
PMA GRADE 9	2C/10D	PT OFFICE MANAGER (30HRS/WK)	49,938
1386B GRADE 8	H	PT LIBRARY ASSISTANT III (20HRS/WK)	32,307
1386B GRADE 10	E	PT LIBRARY ASSISTANT II (20HRS/WK)	28,174
1386B GRADE 6	6B/6C	PT LIBRARY ASSISTANT II (26HRS/WK)	32,430
1386B GRADE 6	D	PT LIBRARY ASSISTANT II (15HRS/WK)	20,124
1386B GRADE 6	2B/10C	PT LIBRARY ASSISTANT II (25HRS/WK)	31,690
1386B GRADE 6	4D/8E	PT LIBRARY ASSISTANT II (26HRS/WK)	36,045
1386B GRADE 6	10B/2C	PT LIBRARY ASSISTANT II (25HRS/WK)	30,676
1386B GRADE 6	7A/5B	PT LIBRARY ASSISTANT II (20HRS/WK)	23,662
1386B GRADE 6	2B/10C	PT LIBRARY ASSISTANT II (10HRS/WK)	12,676
1386B GRADE 4	E	PT LIBRARY ASSISTANT I (5HRS/WK)	6,397
1386B GRADE 4	1.5D/10.5E	PT LIBRARY ASSISTANT I (5HRS/WK)	6,359
		PT LIBRARY PAGES	78,000
		TOTAL PART TIME	**388,478**
		TOTAL DEPARTMENT	**1,612,227**

PERSONNEL NON FUNDED FOR FY26

1386B GRADE 8	I	LIBRARY ASSISTANT III	0

		FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
PORTSMOUTH PUBLIC LIBRARY					
01-780-710-51-112-440					
011001	REGULAR SALARIES	1,112,188	1,097,426	1,159,437	1,223,749
012001	PART TIME SALARIES	496,275	459,616	509,956	388,478
014041	OVERTIME	1,500	-	500	500
015001	LONGEVITY	10,465	12,331	12,578	12,943
022001	SOCIAL SECURITY	100,521	94,040	104,313	100,792
022501	MEDICARE	23,509	21,993	24,396	23,572
023001	RETIREMENT	152,098	150,559	158,539	157,690
034103	TELEPHONE	19,745	19,416	19,745	19,745
034203	COMPUTER/SOFTWARE MAINT	54,947	44,215	54,947	47,636
039001	PROFESSIONAL SERVICES	5,780	3,147	15,780	800
039017	PROF/SERV-BIBLIOGRAPHIC	16,790	16,488	16,790	17,183
041002	ELECTRICITY	85,000	91,302	97,000	100,000
041101	NATURAL GAS	9,500	7,905	9,600	9,000
041205	WATER /SEWER FEES	9,187	9,621	9,600	9,800
043024	REPAIRS-VEHICLE	-	-	-	1,000
043027	REPAIRS-OFFICE EQUIPMENT	500	-	-	-
044006	PRINTING LEASE/MAINT	5,200	7,412	6,600	8,750
053001	ADVERTISING	1,250	-	250	250
054050	TRAINING	2,000	3,171	2,000	2,000
055002	BOOKBINDING	1,500	1,810	1,700	1,700
055050	PRINTING	545	1,247	545	800
056001	DUES PROFESSIONAL ORGANIZ	2,400	1,582	1,600	1,600
057101	TRAVEL AND CONFERENCE	4,825	3,844	2,825	3,825
057102	TRAVEL REIMBURSEMENT	500	248	500	500
061001	FIRST AID	250	342	250	350
062007	COMPUTER/PRINTER SUPPLIES	7,875	12,514	10,212	12,000
062010	COPYING SUPPLIES	700	4,498	-	-
062011	OPERATING SUPPLIES	7,425	7,316	7,500	6,500
062013	MATERIAL PROCESSING SUPPL	5,775	4,655	5,775	5,000
062014	MICROFORM SUPPLIES	5,800	5,946	5,800	5,800
062015	CHILDREN SERVICES SUPPLIE	3,940	2,949	3,800	3,800
062016	ARCHIVAL SUPPLIES	1,102	285	1,000	750
062501	POSTAGE	1,400	1,453	1,000	1,700
067002	BOOKS & MEDIA	110,000	123,949	110,000	90,000
067003	PERIODICALS	20,460	18,478	22,000	19,000
067004	MICROMEDIA COLLECTION	71,270	120,758	80,000	89,488
074001	EQUIPMENT	2,950	2,598	2,500	1,400
074002	IT EQUIPMENT	2,000	523	2,000	1,000
075001	FURNITURE AND FIXTURES	2,500	2,672	2,500	2,000
081042	LIBRARY PROGRAMS	18,000	20,550	25,000	19,000
LIBRARY	**TOTAL**	**2,377,672**	**2,376,859**	**2,488,538**	**2,390,101**

Recreation Department



Mission

Because we believe that recreation plays a vital role in the health development and life of both the individual and the community, we aim to utilize, maintain, and expand the recreation and leisure resources available to our community. We will attempt to involve all segments of the community and the Recreation Department in planning activities, be they individuals, community agencies, or citizen boards. We will provide leisure time opportunities and recreation experiences for all residents in safe and healthful conditions, which are enjoyable and productive for each and every individual involved.

Recreation Department

Services Overview

- ✓ Connie Bean Community Center Youth Programs & Sports
- ✓ Spinnaker Point Recreation Center Adult Programs & Sports
- ✓ Outdoor Pool
- ✓ Special Events & Programs
- ✓ Senior (50+) Programs (Senior Activity Center)
- ✓ Boat Launch/Marina Management
- ✓ Field & Court Management
- ✓ Indoor Pool (not funded through General Fund)
- ✓ Community Campus (not funded through General Fund)

Position Summary Schedule

Positions Full Time	FY24	FY25	FY26
Recreation Director	1.00	1.00	1.00
Assistant Recreation Director	1.00	1.00	1.00
Recreation Supervisor II	1.00	1.00	1.00
Recreation Supervisor I	2.00	2.00	2.00
Office Manager	1.00	1.00	0.00
Business Administrator	0.00	0.00	1.00
Totals Full Time	**6.00**	**6.00**	**6.00**
Positions Part-Time	**FY24**	**FY25**	**FY26**
Number of part-time positions vary throughout the year.			
Totals Part Time	**0.00**	**0.00**	**0.00**

Did you know?

Did you know that the Recreation Department offers classes in art, fitness, STEM, music, drama, cooking, aquatics, and other enrichment topics for all ages?



Department Budget Comments

The FY26 Proposed Budget for the Recreation Department is $1,157,661, a net decrease of $71,123 or 5.79% below FY25. The decrease reflects moving some program-focused part-time salaries to program revenue funded positions.

Budget Summary of Expenditures

	FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
RECREATION DEPARTMENT				
SALARIES	455,416	444,128	523,252	546,660
PART-TIME SALARIES	251,015	237,871	250,765	163,765
OVERTIME	6,000	3,071	4,500	4,500
LONGEVITY	3,503	2,791	3,581	3,581
RETIREMENT	62,904	60,884	71,957	70,730
OTHER BENEFITS	54,770	51,263	59,869	54,965
Contractual Obligations	*833,608*	*800,008*	*913,924*	*844,201*
TRAINING/EDUCATION/CONFERENCES	1,400	675	1,400	1,400
ELECTRICITY	121,400	105,973	122,400	122,400
NATURAL GAS	30,000	33,781	30,000	30,000
CONTRACTED SERVICES	2,000	(2,781)	-	-
PROFESSIONAL ORGANIZATION DUES	1,200	250	1,000	1,000
OTHER OPERATING	140,235	191,664	160,060	158,660
Other Operating	*296,235*	*329,563*	*314,860*	*313,460*
TOTAL	1,129,843	1,129,570	1,228,784	1,157,661

Connie Bean Community Center



- Daily recreation, enrichment, and open gym programs
- Organized youth sports leagues, grades K-12
- Camps and vacation programs

Spinnaker Point Recreation Center

- Fitness center for adults 18+ (fitness equipment, weights, indoor track, basketball court, volleyball, fitness classes, swimming pool, hot tub, steam room, sauna)
- Organized adult sports leagues (basketball, volleyball, etc.)

Indoor Pool (for more information see the Indoor Pool pages)

- Swim programs, aquatic fitness classes, lap swimming
- Swim lessons for over 1,000 City residents
- Swim team use for all ages

Outdoor Pool



- Swim lessons to over 700 children per year
- Adult and family open swims

Special Events & Programs

- Valentine's Day Events
- Easter Egg Hunt
- Independence Day Fireworks
- Fall Family Fun Fest and Halloween events
- Summer Day Camps (8 weeks)
- Senior and family day trips
- Sports camps (basketball, soccer, baseball, field hockey, softball, etc.)
- Prescott Park Marina management (April-November)



Senior (50+) Programs (for more information see the Senior Services Department pages)

- Daily drop-in programs and lounge
- Monthly newsletter
- Meals and transportation for seniors
- Trips, resources, enrichment, education, and socialization

Boat Launch



- Staffed water access for 6 months
- Motorized and non-motorized access
- Peirce Island Ambassador program

Facility, Field & Court Management

- Rental and programming for multiple fields including turf field complex
- Rental and programming for outdoor basketball, tennis, volleyball, and pickleball courts
- Rental and programming for all Recreation facilities – meetings, blood drives

Community Campus

- Daily recreation and enrichment programs for all ages
- After school programming with transportation from elementary schools
- Youth & adult sports leagues

Goals and Objectives

Goal #1: Provide affordable, diverse, year-round activities for residents and others

Objectives

- ✓ Provide year-round recreational programs serving the varying needs of Portsmouth's residents, regardless of age, sex, race, or income level
- ✓ Provide activities for different periods of free time due to accommodate those not working in the traditional 9-5 setting
- ✓ Provide activities of a progressive nature so participants, from beginner to advanced, can be accommodated and satisfied
- ✓ Create a balanced program between young and old, male and female, constant users and new participants, athletic activities and non-athletic activities
- ✓ Increase the number of participants by 3% in FY26

Performance Measurement

*Number of Program Participants *Does not include special events**

FY22	*FY23*	*FY24*	*FY25 (Estimate)*	*FY26 (Forecast)*
2,268	*3,909*	*4,098*	*4,209*	*4,336*

Citywide Goal Addressed

- *Deliver services and programs with courtesy, professionalism, and efficiency*

Goal #2: Fully utilize all existing facilities, to expand the use of those facilities and areas set-aside for recreation as deemed necessary, including incorporating new elements into our parks/playgrounds

Objectives

- ✓ Continue to improve neighborhood parks and playgrounds
- ✓ Improve and/or upgrade recreation facilities
- ✓ Increase the number of new programs by 3%

Performance Measurement

Number of Programs Offered

FY22	*FY23*	*FY24*	*FY25 (Estimate)*	*FY26 (Forecast)*
89	*138*	*143*	*146*	*150*

Citywide Goals Addressed

- *Support the needs of residents, businesses, nonprofits, arts, and cultural institutions by leveraging City and local resources*
- *Maintain and improve infrastructure to meet the needs of the community*

Goal #3: Satisfy the different tastes and interests of individuals and age groups including active, passive, educational, cultural, social, and athletic forms of leisure time interests

Objectives

- ✓ Provide a safe and comfortable atmosphere for all patrons at all facilities
- ✓ Carry on an active public relations campaign and encourage individuals and groups to actively participate in the planning and control of their programs and Recreation Department
- ✓ Increase newsletter and social media followers by 4%

Performance Measurement

Number of Subscribers/Followers

	FY22	*FY23*	*FY24*	*FY25 (Estimate)*	*FY26 (Forecast)*
Newsletter	*8,018*	*9,007*	*10,102*	*12,000*	*12,480*
Social media	*1,997*	*2,863*	*3,550*	*3,800*	*3,952*

Citywide Goals Addressed

- *Deliver services and programs with courtesy, professionalism, and efficiency*
- *Support the needs of residents, businesses, nonprofits, arts, and cultural institutions by leveraging City and local resources*

Goal #4: Promote and support all forms of neighborhood recreation carried on by this agency and/or any other responsible community service agency to accommodate the vast population residing outside of the downtown area

Objectives

- ✓ Cooperate with all responsible community service agencies aimed at meeting the needs of residents of Portsmouth
- ✓ Foster a lively interest and a healthy attitude toward beneficial and productive leisure time interests that will have carryover value into the home, school and community
- ✓ Establish a co-sponsored program series with local agencies or City Department

Citywide Goal Addressed

- *Invite and engage the entire community, especially those traditionally unreached, to increase participation and transparency in government*

Goal # 5: Maintain professional integrity and quality leadership by seeking out competent employees and by involving the staff in training sessions, workshops, and other job-related training experiences

Objectives

- ✓ Improve staff literacy and competence in all areas of computer programming and technology
- ✓ Improve inter-facility communications
- ✓ Incorporate new software programming to facilitate credit card payments and online registration
- ✓ Have all staff attend at least one job-related training or conference in the Fiscal Year

Performance Measurement

Number of Trainings Attended by Staff

FY22	*FY23*	*FY24*	*FY25 (Estimate)*	*FY26 (Forecast)*
10	*16*	*21*	*24*	*26*

Citywide Goal Addressed

- *Deliver services and programs with courtesy, professionalism, and efficiency*

Additional Operational Measurements

Percent increase/(decrease) in memberships and program participation at Spinnaker Point Recreation Center: FY23 – 10% FY24 – 5% FY25 (Estimated) – 5% FY26 (Forecasted) – 5%	Percent increase/(decrease) in long-running Recreation Programs: FY23 – 25% FY24 – 5% FY25 (Estimated) – 5% FY26 (Forecasted) – 5%

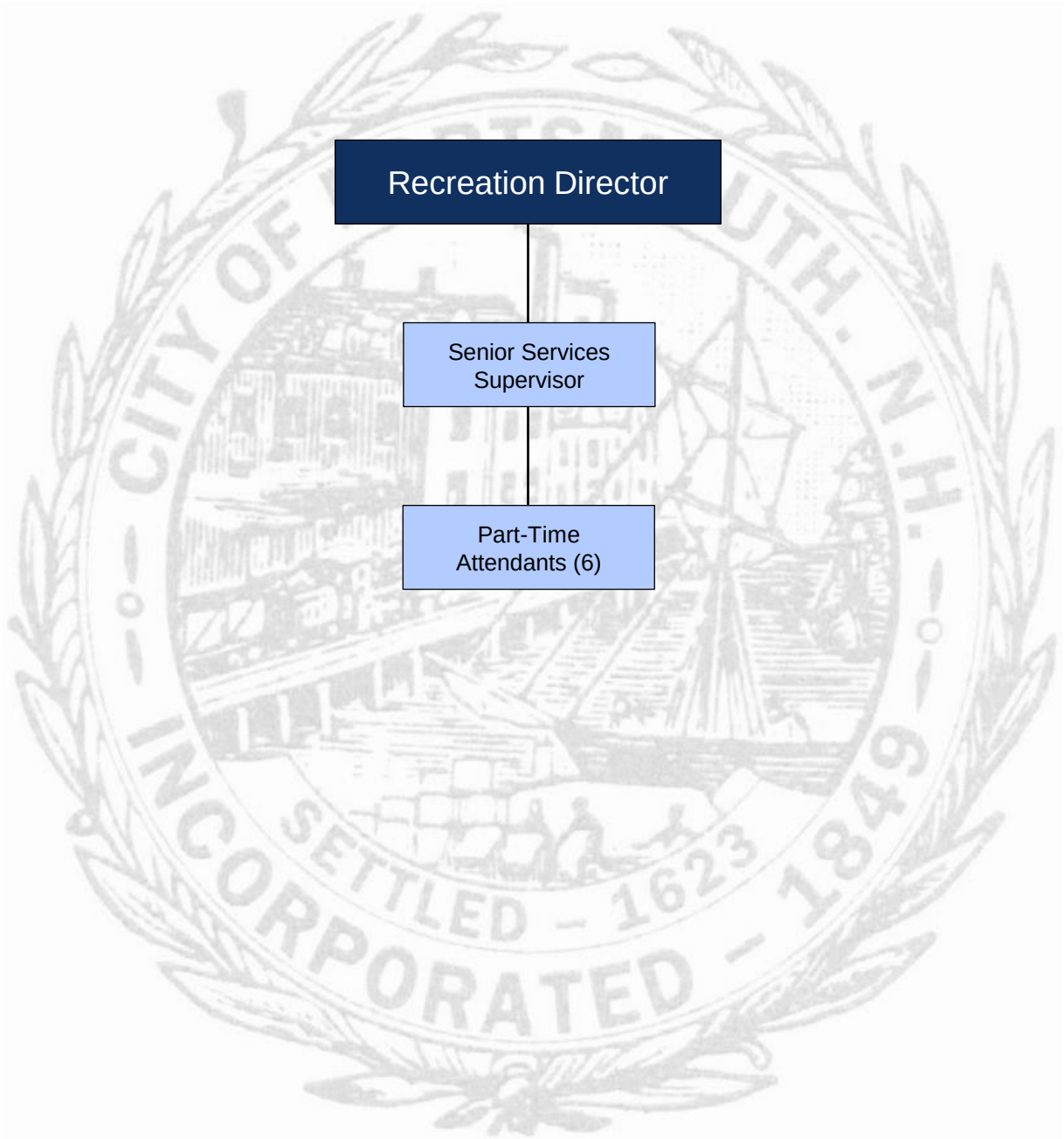
FY26 BUDGETED POSITION AND SALARY DETAIL

	STEP	POSITION	SALARY
RECREATION DEPARTMENT			
Administration			
PMA GRADE 22	D	RECREATION DIRECTOR	118,015
PMA GRADE 18	E	ASSISTANT RECREATION DIRECTOR	102,060
PMA GRADE 15	2B/10C	RECREATION SUPERVISOR I	79,431
PMA GRADE 13	6A/6B	BUSINESS ADMINISTRATOR	67,581
		EDUCATION STIPEND(S)	1,792
		TOTAL FULL TIME ADMINISTRATION	**368,879**
Spinnaker Point			
PMA GRADE 16	G	RECREATION SUPERVISOR II	95,212
		TOTAL FULL TIME SPINNAKER POINT	**95,212**
		VARIOUS PART-TIME POSITIONS BOTH YEAR ROUND AND SEASONAL	73,765
		TOTAL PART TIME SPINNAKER POINT	**73,765**
Connie Bean			
PMA GRADE 15	4.5C/7.5D	RECREATION SUPERVISOR I	82,569
		TOTAL FULL TIME CONNIE BEAN	**82,569**
Outdoor Pool			
		VARIOUS PART-TIME POSITIONS BOTH YEAR ROUND AND SEASONAL	80,000
		TOTAL PART TIME OUTDOOR POOL	**80,000**
Boat Launch			
		VARIOUS PART-TIME POSITIONS BOTH YEAR ROUND AND SEASONAL	10,000
		TOTAL PART TIME BOAT LAUNCH	**10,000**
		TOTAL FULL TIME	**546,660**
		TOTAL PART TIME	**163,765**
		TOTAL DEPARTMENT	**710,425**

		FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
RECREATION DEPARTMENT					
ADMINISTRATION					
01-785-610-51-134-439					
011001	REGULAR SALARIES	-	-	-	368,879
014041	OVERTIME	-	-	-	2,000
015001	LONGEVITY	-	-	-	1,074
022001	SOCIAL SECURITY	-	-	-	23,061
022501	MEDICARE	-	-	-	5,393
023001	RETIREMENT	-	-	-	47,424
034103	TELEPHONE	-	-	-	3,200
054050	TRAINING	-	-	-	500
055050	PRINTING	-	-	-	500
056001	DUES PROFESSIONAL ORGANIZ	-	-	-	1,000
057101	TRAVEL AND CONFERENCE	-	-	-	900
057102	TRAVEL REIMBURSEMENT	-	-	-	2,000
		-	**-**	**-**	**455,931**
SPINNAKER POINT					
01-785-720-07-122-439					
011001	REGULAR SALARIES	90,221	90,759	93,574	95,212
012001	PART TIME SALARIES	68,765	70,011	73,765	73,765
014041	OVERTIME	2,500	2,570	2,500	2,500
015001	LONGEVITY	2,452	-	2,507	2,507
022001	SOCIAL SECURITY	10,164	9,935	10,716	10,787
022501	MEDICARE	2,377	2,324	2,506	2,523
023001	RETIREMENT	12,877	12,627	13,406	12,778
034103	TELEPHONE	3,500	3,913	3,500	3,500
041002	ELECTRICITY	54,000	47,368	45,000	45,000
041101	NATURAL GAS	30,000	33,781	30,000	30,000
041205	WATER /SEWER FEES	23,000	37,297	25,000	24,000
043018	REPAIRS-EQUIPMENT	4,000	4,037	4,000	4,000
044006	PRINTING LEASE/MAINT	1,260	1,200	1,260	1,260
061001	FIRST AID	100	252	50	-
061002	MISCELLANEOUS SUPPLIES	2,000	1,211	2,000	2,000
062001	OFFICE SUPPLIES	1,000	475	750	500
063800	MATERIALS-CHEMICALS	5,500	9,860	7,500	7,500
074001	EQUIPMENT	-	5,720	-	-
		313,716	**333,340**	**318,034**	**317,832**
CONNIE BEAN					
01-785-720-21-124-439					
011001	REGULAR SALARIES	365,195	353,369	429,678	82,569
012001	PART TIME SALARIES	35,000	31,803	28,000	-
014041	OVERTIME	3,500	501	2,000	-
015001	LONGEVITY	1,051	2,791	1,074	-
022001	SOCIAL SECURITY	25,094	23,176	28,567	5,119
022501	MEDICARE	5,869	5,420	6,681	1,197
023001	RETIREMENT	50,027	48,256	58,551	10,528
034103	TELEPHONE	3,200	4,636	3,200	-
039077	BASKETBALL OFFICIALS	2,000	(2,781)	-	-
044006	PRINTING LEASE/MAINT	2,000	1,653	2,000	2,000
054050	TRAINING	500	-	500	-
055050	PRINTING	1,000	-	500	-
056001	DUES PROFESSIONAL ORGANIZ	1,200	250	1,000	-
057101	TRAVEL AND CONFERENCE	900	675	900	-
057102	TRAVEL REIMBURSEMENT	2,000	2,731	2,000	-
061001	FIRST AID	1,000	2,218	100	-
061002	MISCELLANEOUS SUPPLIES	4,500	6,437	2,000	2,000
062001	OFFICE SUPPLIES	1,000	1,488	1,000	1,000
068002	CLOTHING	-	1,975	-	-
		505,036	**484,598**	**567,751**	**104,413**

		FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
OUTDOOR POOL					
01-785-730-24-992-439					
012001	PART TIME SALARIES	87,000	74,726	80,000	80,000
022001	SOCIAL SECURITY	5,394	4,633	4,960	4,960
022501	MEDICARE	1,262	1,084	1,160	1,160
034103	TELEPHONE	800	1,939	1,200	1,200
041002	ELECTRICITY	18,000	11,000	18,000	18,000
041205	WATER /SEWER FEES	40,000	47,937	43,000	43,000
061001	FIRST AID	400	209	200	200
061002	MISCELLANEOUS SUPPLIES	4,000	1,819	3,000	3,000
063800	MATERIALS-CHEMICALS	22,000	18,955	23,500	23,500
		178,856	**162,300**	**175,020**	**175,020**
SUMMER CAMPS					
01-785-740-00-131-439					
012001	PART TIME SALARIES	52,000	49,949	59,000	-
022001	SOCIAL SECURITY	3,224	3,097	3,658	-
022501	MEDICARE	754	724	856	-
041002	ELECTRICITY	49,000	47,368	59,000	59,000
044002	RENTAL OTHER EQUIPMENT	13,000	30,484	30,000	30,000
061002	MISCELLANEOUS SUPPLIES	825	16	-	-
		118,803	**131,639**	**152,514**	**89,000**
BOAT LAUNCH					
01-785-750-00-900-439					
012001	PART TIME SALARIES	8,250	11,383	10,000	10,000
022001	SOCIAL SECURITY	512	706	620	620
022501	MEDICARE	120	165	145	145
041002	ELECTRICITY	400	237	400	400
044002	RENTAL OTHER EQUIPMENT	3,500	4,243	4,000	4,000
055050	PRINTING	50	801	-	-
061001	FIRST AID	100	-	50	50
061002	MISCELLANEOUS SUPPLIES	500	159	250	250
		13,432	**17,694**	**15,465**	**15,465**
		-	**-**	**-**	**-**
RECREATION	TOTAL	**1,129,843**	**1,129,570**	**1,228,784**	**1,157,661**

Senior Services Department



Mission

To positively impact our community by creating opportunities for healthy aging through social engagement, physical well-being, community involvement, creativity, and life-long learning.

Senior Services

Services Overview

- ✓ Senior Activity Center
- ✓ Health and Wellness Programs
- ✓ Education & Enrichment
- ✓ Senior Transportation
- ✓ Age-Friendly Portsmouth

Position Summary Schedule

Positions Full Time	FY24	FY25	FY26
Senior Services Supervisor	1.00	1.00	1.00
Totals Full Time	**1.00**	**1.00**	**1.00**
Positions Part-Time	**FY24**	**FY25**	**FY26**
Senior Services Attendants	6.00	6.00	6.00
Totals Part Time	**6.00**	**6.00**	**6.00**

Did you know?

Did you know Senior Services has access to Portsmouth Senior Transportation Program? For more information check out our Portsmouth Senior Transportation Program at https://www.portsmouthnh.gov/recreation/senior/portsmouth-senior-transportation.



Department Budget Comments

The FY26 Proposed Budget for Senior Services is $244,585. This represents an increase of $4,354, or 1.8%. This increase is due to contractual obligations.

The City implemented senior services programs in FY13 and has continued to increase services to the City's seniors. The Senior Activity Center moved to its permanent 13,000 sq. ft. location at 125 Cottage Street (amid the pandemic) in May 2020.

Budget Summary of Expenditures

	FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
SENIOR SERVICES DEPARTMENT				
SALARIES	78,911	78,955	85,085	89,339
PART-TIME SALARIES	55,000	43,531	46,000	46,000
OVERTIME	800	-	500	500
LONGEVITY	-	698	-	-
RETIREMENT	10,785	10,777	11,580	11,454
OTHER BENEFITS	10,305	8,981	10,066	10,392
Contractual Obligations	*155,801*	*142,942*	*153,231*	*157,685*
TRAINING/EDUCATION/CONFERENCES	300	1,192	300	300
ELECTRICITY	32,000	31,114	30,000	30,000
NATURAL GAS	11,000	8,097	10,000	10,000
PROFESSIONAL ORGANIZATION DUES	300	641	300	300
OTHER OPERATING	47,000	62,415	46,400	46,300
Other Operating	*90,600*	*103,459*	*87,000*	*86,900*
TOTAL	246,401	246,400	240,231	244,585

Programs and Services

As part of the Recreation Department, the Senior Activity Center/Senior Services offers a variety of programs, activities, and services to promote healthy aging. In 2018, the City of Portsmouth become an "Age-Friendly Community" and strives to make Portsmouth livable for all ages.

Senior Activity Center

- Drop-in lounge with complimentary coffee, snacks, newspaper, music, and Wi-Fi
- Lunch programs, grab & go, senior social lunch, annual cookout, Thanksgiving luncheon, Veterans Breakfast, off-site lunch trips and pop-up breakfast out trips
- Afternoon Sock Hop, holiday party, and an increase in intergenerational programming
- Senior newsletter on website, emailed, and mailed
- Fitness, health & wellness, field trips, social, enriching activities offered throughout each month



Health & Wellness Programs

- Variety of fitness classes available each week
- Wellness clinics (blood pressure, balance testing, hearing, etc.)
- Guest speakers on healthy topics like Brain Health & Fall Prevention
- Partnership with UNH Occupational Health students for nine-week health education program
- Increase of caregiver resources, education opportunities, and facilitators to our growing Dementia Support Group (new in FY2025)
- Nutritional meals served weekly; Gather Mobile Market site twice monthly



Enriching & Educational Programs

- Expansion of concert series to all year long (new in FY2025)
- Games, movies, knitting, social groups (ie: Dull Men's Club)
- Guest speakers on interesting topics like photography, fraud protection, local historians, humanities lectures
- Wet felting, watercolor classes, and Zentangle
- Seasonal art shows, Veterans Afternoon Coffee
- Day trips, overnights, and multi-day international travel

Senior Transportation

- Senior Transportation serviced by COAST/Triplink offered to Portsmouth residents five days per week. Free medical rides, low-cost shopping trips, senior activity center stop
- Promote ridership, resource information, connect service to residents
- Funding for Senior Transportation comes from the Parking and Transportation Fund

Additional Senior Services



- Resource information
- Free book program
- PPE distribution, vaccination site, blood drives, warming/cooling stations
- Portsmouth Meals on Wheels site
- Tax-Aide on site with AARP
- Meeting space available
- Collaborative Programming with Gather & Portsmouth Housing on Rock the Crock Series and Community Dinners providing transportation to housing residents (new in FY2025)

Goals and Objectives

Goal #1: Enrich the community by promoting healthy aging

Objectives

- ✓ Create and distribute print and online newsletter highlighting activities and services for seniors
- ✓ Continue to collaborate with community organizations to enhance senior programming and education
- ✓ Build Age Friendly Portsmouth initiative

Performance Measurement

	FY23	*FY24*	*FY25 (Est)*	*FY26 (Forecast)*
Newsletter email list	*1,767*	*1,986*	*2,200*	*2,400*

Citywide Goals Addressed

- *Deliver services and programs with courtesy, professionalism and efficiency*
- *Invite and engage the entire community, especially those traditionally unreached, to increase participation and transparency in government*

Goal #2: Continue to offer a senior gathering space

Objectives

- ✓ Dedicated hub for seniors to gather including activity space, weekly meals on site, and drop in lounge
- ✓ Promote and provide social, educational, and physical opportunities for healthy aging
- ✓ Build and reinforce community partnerships to support programs and services offered
- ✓ Provide a warm, welcoming environment with a feeling of safety and inclusivity
- ✓ Warming/Cooling Center, vaccination station and blood drive site

Performance Measurements

	FY23	*FY24*	*FY25 (Estimate)*	*FY26 (Forecast)*
Number of Programs	*68*	*75*	*85*	*90*
% increase	*23.6%*	*10.3%*	*13%*	*6%*

	FY23	*FY24*	*FY25 (Estimate)*	*FY26 (Forecast)*
Number of Members	*1,767*	*2,136*	*2,400*	*2,700*

Citywide Goals Addressed

- *Deliver services and programs with courtesy, professionalism, and efficiency*
- *Support the needs of residents, businesses, nonprofits, arts, and cultural institutions by leveraging City and local resources*

Goal #3: Continue synergy with Recreation Department's goals

Objectives

- ✓ Continue to work with the Recreation Board to support senior services
- ✓ Continue to work cooperatively with Recreation Department to provide year-round activities for older adults as well as intergenerational activities
- ✓ Increase intergenerational programs

Performance Measurement

	FY23	*FY24*	*FY25 (Estimate)*	*FY26 (Forecast)*
Number of Joint Rec Programs	*4*	*6*	*7*	*8*

Citywide Goal Addressed

- *Deliver services and programs with courtesy, professionalism and efficiency*

Goal #4: Provide a comprehensive transportation element

Objectives

- ✓ Support transportation partner to provide Senior Transportation for Portsmouth residents
- ✓ Grow participation through promotion and education
- ✓ Understand barriers to utilizing a transportation service

Performance Measurement

	FY22	*FY23*	*FY24 (Estimate)*	*FY25 (Forecast)*
Rides	*6,187*	*6,290*	*6,400*	*6,800*

Citywide Goals Addressed

- *Deliver services and programs with courtesy, professionalism and efficiency*
- *Maintain and improve infrastructure to meet needs of community*

Additional Operational Measurements

Number of Senior Service Activities:

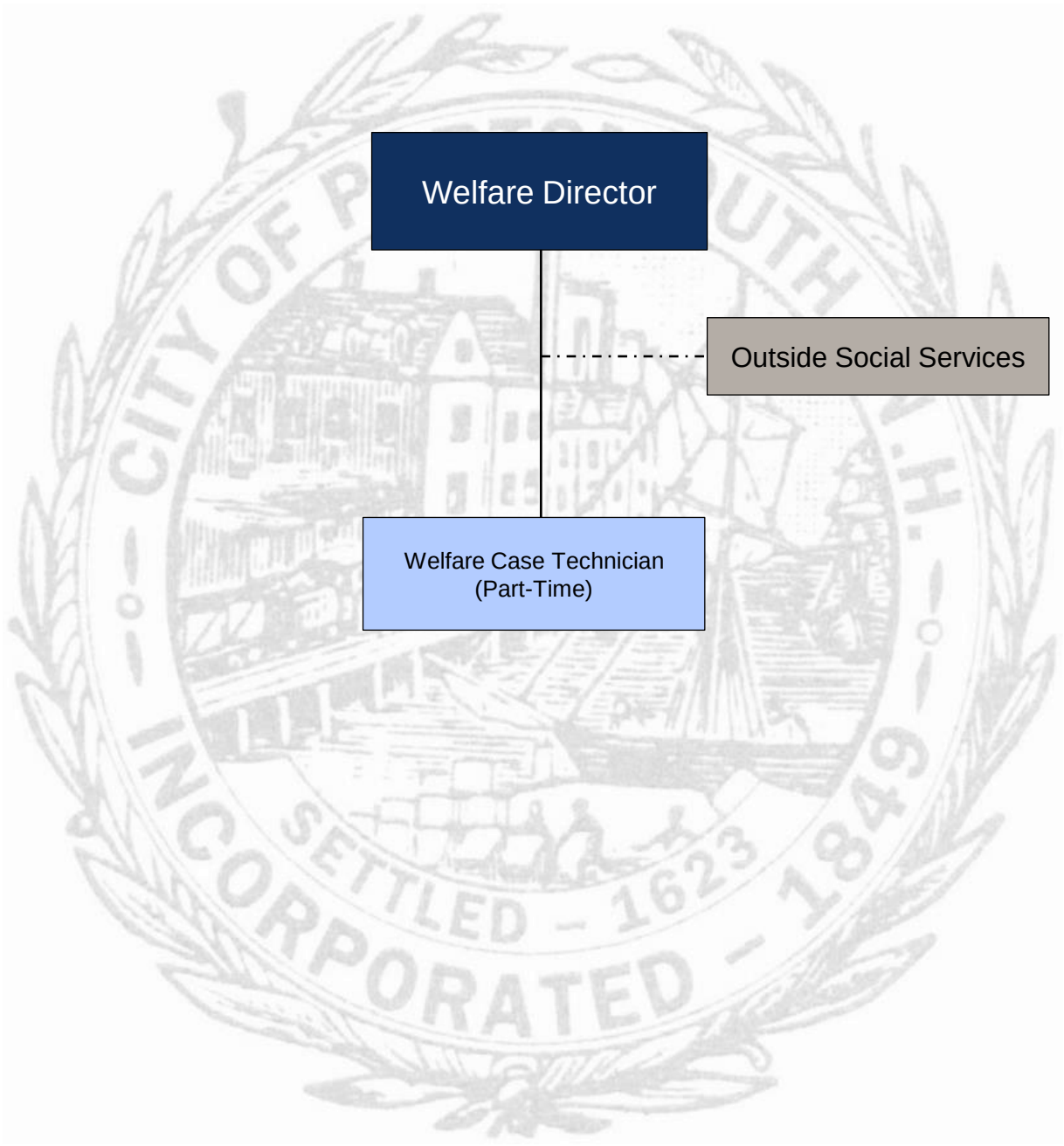
FY23 – 75 programs
FY25 (Est) – 85
FY26 (Forecast) – 90

FY26 BUDGETED POSITION AND SALARY DETAIL

	STEP	POSITION	SALARY
SENIOR SERVICES DEPARTTMENT			
PMA GRADE 16	9D/3E	SENIOR SERVICES SUPERVISOR	89,339
		TOTAL FULL TIME	**89,339**
		ADDITIONAL PART-TIME HOURS AS NEEDED	46,000
		TOTAL PART TIME	**46,000**
		TOTAL DEPARTMENT	**135,339**

		FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
SENIOR SERVICES DEPARTMENT					
01-786-339-00-100-442					
011001	REGULAR SALARIES	78,911	78,955	85,085	89,339
012001	PART TIME SALARIES	55,000	43,531	46,000	46,000
014041	OVERTIME	800	-	500	500
015001	LONGEVITY	-	698	-	-
022001	SOCIAL SECURITY	8,352	7,278	8,158	8,422
022501	MEDICARE	1,953	1,702	1,908	1,970
023001	RETIREMENT	10,785	10,777	11,580	11,454
034103	TELEPHONE	3,000	2,384	3,000	3,000
041002	ELECTRICITY	32,000	31,114	30,000	30,000
041101	NATURAL GAS	11,000	8,097	10,000	10,000
041205	WATER /SEWER FEES	3,000	-	3,000	3,000
044006	PRINTING LEASE/MAINT	5,000	2,859	3,500	3,500
055050	PRINTING	2,000	100	500	500
056001	DUES PROFESSIONAL ORGANIZ	300	641	300	300
057101	TRAVEL AND CONFERENCE	300	1,192	300	300
057102	TRAVEL REIMBURSEMENT	800	581	800	800
061001	FIRST AID	200	127	100	-
061002	MISCELLANEOUS SUPPLIES	5,000	4,199	3,000	3,000
061006	SR LUNCHES	21,000	31,685	26,000	26,000
062001	OFFICE SUPPLIES	3,000	2,113	2,500	2,500
062501	POSTAGE	3,000	3,831	3,000	3,000
074001	EQUIPMENT	1,000	14,507	1,000	1,000
075001	FURNITURE AND FIXTURES	-	29	-	-
SENIOR SERVICES	TOTAL	**246,401**	**246,400**	**240,231**	**244,585**

Welfare Department



Mission

To provide appropriate and timely assistance to qualified individuals. This office seeks to promote independence through guidance and referrals while recognizing the need to balance the City's financial interests with the needs of welfare applicants. Maintaining an active role in the community of organizations, businesses, and agencies that provide services to Portsmouth residents assures that all forms of support are utilized to the fullest for our community.

Welfare

Services Overview

- ✓ Client Services
- ✓ Verify application for City's Water Program
- ✓ Community Relations
- ✓ Information and Referral

Did you know?

- ✓ Did you know Portsmouth also serves as the Welfare office for the towns of Rye, Greenland, Newington, and New Castle?
- ✓ The Welfare Department administers a Water Program for the City of Portsmouth? There is one-time emergency assistance with ½ the bill up to $300 or a discount program due to age and/or income.

Position Summary Schedule

Positions Full Time	FY24	FY25	FY26
Welfare Director	1.00	1.00	1.00
Totals Full Time	**1.00**	**1.00**	**1.00**
Positions Part-Time	**FY24**	**FY25**	**FY26**
Welfare Case Technician	-	-	1.00
Welfare Administrative Clerk	1.00	1.00	-
Totals Part Time	**1.00**	**1.00**	**1.00**



Department Budget Comments

The FY26 Proposed Budget for the Welfare Department is $532,583, which represents an increase of $115,374 or 27.65% from FY25. By NH law, the City must assist any eligible applicant, so this expenditure is subject to market factors outside municipal control. The Direct Assistance portion of this budget has increased to $371,750, which accounts for most of the increase in this budget. The Welfare office has seen an increase in applicants since the end of COVID funding; however, the number of applicants is surpassing the pace set before 2019. Due to the high cost of housing and other inflationary factors, the cost per visit to the Department has increased by 23% during the last year.

Budget Summary of Expenditures

	FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
WELFARE DEPARTMENT				
SALARIES	90,107	102,085	94,364	90,918
PART-TIME SALARIES	37,211	38,400	37,977	45,658
LONGEVITY	1,550	1,842	155	573
RETIREMENT	12,380	14,001	12,767	11,592
OTHER BENEFITS	9,859	10,785	10,136	10,492
Contractual Obligations	*151,107*	*167,113*	*155,399*	*159,233*
DIRECT ASSISTANCE	259,600	171,140	259,600	371,750
TRAINING/EDUCATION/CONFERENCES	300	115	325	150
PROFESSIONAL ORGANIZATION DUES	200	200	300	200
OTHER OPERATING	1,045	640	1,585	1,250
Other Operating	*261,145*	*172,095*	*261,810*	*373,350*
TOTAL	412,252	339,209	417,209	532,583

Programs and Services

Client Services

- Determine qualified applicants, process requests for service, and make referrals
- Determine qualified applicants, process requests for the City Water Program
- Administer emergency assistance funding based on State law and City ordinance
- Conduct periodic follow-up of clients
- Monitor changing federal/state laws and regulations
- Facilitate responsiveness of agencies to Department referrals

Community Relations

- Actively participate in local social service networks
- Advise City Manager on appropriate funding levels for social service agencies
- Advocate for the interests of Department recipients and the City

Goals and Objectives

Goal #1: Assist individuals in Portsmouth, in accordance with New Hampshire Law and the Welfare Guidelines adopted by the City Council, who are temporarily unable to provide for their own documented shelter, food, medication, utility, or other emergency needs per NH RSA 165

Objectives

- ✓ Refine and improve applicant qualification process
- ✓ Take active role in social service networks
- ✓ Leverage existing resources and explore new avenues to maintain cost per-in office contact and other expenses

Performance Measurements

Percent change over previous year for cost per in-office contact.

FY23	FY24	FY25 (Estimate)
+21%	-1%	+24

Activity Report

FY23	FY24	FY25 (Estimate)
430	755	900

Citywide Goal Addressed

- *Meet or exceed State and federal legal/regulatory requirements including those for a safe and healthy community and environment*

Goal #2: Work closely with Federal, State, and local agencies and charities to assist Portsmouth citizens in acquiring and maintaining housing, particularly as it pertains to very low- and low-income households

Objectives

- ✓ Participate in local advocacy coalitions that support the goal of making quality accessible and affordable housing available to all
- ✓ Participate in the NH Local Welfare Administrators Association

Citywide Goal Addressed

- *Deliver services and programs with courtesy, professionalism, and efficiency*

Goal #3: Review social service agencies' City budget requests and advise the City Manager regarding funding levels for agencies

Objective

- ✓ Review Outside Social Service fund requests

Performance Measurement

Social Services Funding

FY23	FY24	FY25	FY26 (Proposed)
213,950	233,250	250,500	265,500

Citywide Goal Addressed

- *Welcome and support diversity in the workplace and community*

FY26 BUDGETED POSITION AND SALARY DETAIL

	STEP	POSITION	SALARY
WELFARE DEPARTMENT			
PMA GRADE 18	4.5B/7.5C	WELFARE DIRECTOR	90,918
		TOTAL FULL TIME	**90,918**
PMA GRADE 9	B	WELFARE CASE TECHNICIAN (30HRS/WK)	45,658
		TOTAL PART TIME	**45,658**
		TOTAL WELFARE	**136,576**

		FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
WELFARE DEPARTMENT					
DIRECT ASSISTANCE					
01-792-770-25-110-436					
088001	FOOD	1,000	-	1,000	1,000
088002	PERSONAL GOODS	250	-	250	250
088003	SHELTER	175,000	127,397	175,000	205,000
088004	FUEL	2,000	-	2,000	2,000
088005	GAS LIGHT AND WATER	2,000	-	2,000	2,000
088006	MEDICAL	250	136	250	3,000
088007	TRANSPORTATION	1,000	872	1,000	3,000
088008	BURIALS	8,000	12,500	8,000	15,000
088009	OTHER EXPENSES	100	-	100	500
088010	EMERGENCY SHELTER	70,000	30,236	70,000	140,000
DIRASST		**259,600**	**171,140**	**259,600**	**371,750**
WELFARE ADMINISTRATION					
01-792-770-51-110-436					
011001	REGULAR SALARIES	90,107	102,085	94,364	90,918
012001	PART TIME SALARIES	37,211	38,400	37,977	45,658
015001	LONGEVITY	1,550	1,842	155	573
022001	SOCIAL SECURITY	7,990	8,741	8,215	8,503
022501	MEDICARE	1,869	2,044	1,921	1,989
023001	RETIREMENT	12,380	14,001	12,767	11,592
055050	PRINTING	75	113	110	100
056001	DUES PROFESSIONAL ORGANIZ	200	200	300	200
057101	TRAVEL AND CONFERENCE	300	115	325	150
057102	TRAVEL REIMBURSEMENT	300	265	300	100
062001	OFFICE SUPPLIES	250	237	250	250
067001	BOOKS & PERIODICALS	420	26	425	100
075001	FURNITURE AND FIXTURES	-	-	500	700
WELADMIN		**152,652**	**168,068**	**157,609**	**160,833**
WELFARE	**TOTAL**	**412,252**	**339,209**	**417,209**	**532,583**

Outside Social Services

Services Overview

Program Name	Service Offered
AIDS Response Seacoast	Prevention and direct services for individuals with HIV/AIDS
American Red Cross	Disaster (immediate aftermath) relief – emergency food, shelter, clothing etc.
Area Homemaker/Home Health	Non-medical, in-home care services to low-income, elderly adults and adults with disabilities
Court Appointed Special Advocates (CASA)	Provides a voice for abused and neglected children & youth
Community Action Partnership Hillsborough and Rockingham Counties (CAP)	Fuel & electricity assistance, homeless coordinated entry, weatherization services, etc.
Cornerstone VNA	In home care, hospice Care, palliative Care, lifecare private duty and community care regardless of income
Cross Roads House	Shelter & supportive services for singles and families
Friends Program (Retired & Senior Volunteer Program - RSVP)	RSVP helps solve unmet community needs through volunteers and increases the health and independence of older adults through active, meaningful volunteerism
Gather	Food pantry
Goodwin/Families First (Greater Seacoast Community Health)	Federally Qualified Health Center (FQHC) that provides medical, dental, prenatal, and mobile health services
HAVEN	Services for those affected by domestic & sexual violence
I Got Bridged	Support with local transportation, food insecurity, homelessness, and substance abuse/addiction
Krempels Brain Injury Center	Improving the quality of life of people living with acquired brain injury
Meals on Wheels	Meal delivery for elderly and disabled adults
My Friends Place	Shelter & supportive services for both singles and families
New Generation	Shelter & supportive services for mothers and children only
Operation Blessing	Provides food pantry, clothing, household goods, emergency cold shelter in the winter, laundry services and homeless café on weekends, etc.
Safe Harbor Recovery Center	Peer-delivered recovery support for substance misuse & mental health
Seacoast Big Brother/Sister	One-on-one mentor relationships with youth
Seacoast Community School	Early education center
Seacoast Mental Health	Mental health services
Seacoast Pathways	Supports adults living with mental illness and acquired brain injury on their paths to recovery while ending social and economic isolation
Waypoint	Advancing the well-being of children and families aged 12-24

Did you know?

- The Welfare Director represents Portsmouth in many non-profit groups? These include:
  - Home for All Coalition
  - Seacoast Counties Local Welfare Administrators Association
  - Seacoast Impact Collaborative
  - Greater Portsmouth Recovery Coalition
  - Strafford County Community Care Team
  - Portsmouth Community Care Team
  - NH Local Welfare Administrators Association

Department Budget Comments

The FY26 Proposed Budget for Outside Social Services is $250,500, representing a level funded budget from FY25. The organizations have provided below an overview of their programs and services.

Programs and Services

- ***AIDS Response* Seacoast:** AIDS Response Seacoast (ARS) is a non-profit community-based HIV/AIDS Service Organization which has served the Seacoast area since 1987. The mission is three-fold: to prevent the spread of HIV infection by promoting the avoidance of unsafe practices through education and prevention programs for individuals, groups and communities; to provide direct services for those living with HIV/AIDS through case management and other practical and emotional support services; and to advocate on HIV/AIDS issues on the local, State, and national level. ARS provides services throughout Rockingham and Strafford Counties in New Hampshire. All programs and services offered by ARS are provided free of charge.

  The ARS Client Services Department provides advocacy and referrals to people living with HIV/AIDS and otherwise assists them in accessing complex medical and social service systems, obtaining housing, financial assistance, and home-based services as well as promoting healthy behaviors and emotional well-being. In addition, the Client Services Department also provides access to mental health and substance misuse counseling; access to transportation to medical appointments; housing assistance including emergency housing and utility support, and a food pantry to help ensure food security.

- ***American Red Cross*:** The mission of the American Red Cross is to prevent and alleviate suffering in the face of disaster by mobilizing the power of volunteers and the generosity of donors. Locally, the most common disaster responses are for home fires. The American Red Cross provides emergency food, shelter, clothing, and financial assistance in the immediate aftermath to ensure that victims' immediate needs are met as they begin their long journey of recovery. The organization also deploys staff and volunteers all over the country to support mass care efforts in the wake of large-scale national disasters such as hurricanes and wildfires. In addition to its disaster response work, it also facilitates the collection and distribution of lifesaving blood and blood products for local hospitals; it offers supportive services to active and veteran members of the nation's military and their families, such as emergency communications and resiliency trainings; and it ensures the safety of its communities by offering First Aid & CPR, babysitting, and aquatics training courses throughout its network.

- ***Area Homecare & Family Services, Inc*:** The Agency mission is "to provide non-medical in-home care services to low-income elderly and adults with disabilities or chronic illnesses, so they may remain in their homes for as long as possible." Services are free for income-eligible clients and include grocery shopping, laundry, light housekeeping, companionship and many more activities of daily living the clients cannot do for themselves. In FY24 services were provided to 102 Portsmouth residents. More than 99% of these clients are "very-low income" by HUD standards and some of the cost of providing this service is not recoverable from the state contract or Medicaid and must be raised by the Agency. In addition to providing direct in-home care services to the elderly and adults with disabilities or chronic illnesses, the Agency also develops and sponsors Project CoolAir, which raises money to buy air conditioners for Portsmouth citizens with medical conditions who are in financial need. The City Welfare Department is one of many local referral sources. City funds are requested to enable the In-Home Care Program to continue to offer free homemaker services to the many Portsmouth residents in need who wish to remain in their homes.

- ***CASA*:** Court Appointed Special Advocates (CASA) of NH provides a voice for abused and neglected children and youth by empowering a statewide network of trained volunteers to advocate on their behalf so they can thrive in safe, permanent homes. The impact of CASA in the community is deep and profound. CASA's volunteer advocates have the ability to provide CASA children with dedicated advocacy, focusing on just a case or two at a time. CASA provides children with a consistent, caring voice, reminding them that they are valued and deserve a chance to be safe from harm is proven to deliver better short- and long-term outcomes for children it serves is significantly more cost effective than alternative approaches, saving NH tax payers more than $3.5 million last fiscal year and is the preferred child advocacy organization among New Hampshire's judges who preside over child welfare cases. Since its inception more than 30 years ago, thousands of CASA volunteer advocates have provided a voice for more than 12,000 children.

- ***Community Action Partnership for Hillsborough and Rockingham Counties (CAP)*:** In addition to serving as an important 'port of entry' for other social services, CAP's resource centers provide a number of direct services to low-income households:

    - Fuel/Electric Assistance Programs: Staff screen and enroll households in federal LIHEAP (Low Income Heating & Energy Assistance Program) aka 'fuel assistance' and state Electric Assistance Programs
    - Crisis Services: Staff provide emergency grants, often working in cooperation with municipal welfare, for households facing eviction, foreclosure and/or utility terminations
    - Food Pantries: Staff assist households who are critically low on food with donated and purchased perishable, non-perishable, meat and dairy food items. They work cooperatively with other small community pantries to assure the widest availability of these resources. CAP also receives, from both organizations and individuals, cash donations which are used to fill in gaps as they arise in the food stocks or to purchase food 'gift cards' for area grocery stores. CAP stocks personal care and cleaning items, and it attempts to keep a supply of diapers and related supplies for children and adults at its sites, as well.
    - Financial Capability: CAP employs dedicated staff who are responsible for holding free tax free tax preparation geared at the Earned Income Tax Credit (EITC) eligible tax payer, providing one on one financial coaching, credit repair, financial crisis interventions, workshops and access to partner financial services. Staff also works at filling the void in financial stability programming when a need presents itself ie working with town assistance offices to help fill

out Property Tax Relief forms.

- Workforce Development programming offers skill building and case management to unemployed/under-employed as well as making connections to businesses for possible permanent employment.
- Homeless Outreach/Intervention Program: Staff assists homeless individuals and families with identifying shelter needs, arranging emergency transportation to shelters, and arranging alternative shelters.
- NH DP-8 Low & Income Homeowners Property Tax Relief applications: Staff contacts eligible County resident homeowners and assists in the completion of this application to receive a State property tax refund check.

- ***Cornerstone VNA*:** As a nonprofit organization, Cornerstone VNA is committed to bringing services to people of all ages regardless of their ability to pay, so that families can stay together at home, even when facing the challenges of aging, surgical recovery, chronic or life-threatening illnesses, or end-of-life care. The VNA provides award-winning care at home through five programs: Home Care, Hospice Care, Palliative Care, Life Care-Private Duty, and Community Care.

- ***Cross Roads House*:** For over 40 years, Cross Roads House (CRH) has been providing shelter and supportive services to individuals and families in the NH Seacoast area who are experiencing homelessness. The organization strives to meet the immediate needs of the region's homeless and to provide them with the tools and guidance they need to successfully return to permanent housing. CRH open and staffed 24 hours a day, 365 days a year. In its Fiscal Year ending June 30, 2024, CRH provided shelter to 435 people for 28,201 bed nights. CRH connects people experiencing homelessness with partner agencies and community resources. CRH also provides Housing Stability Case Management to residents once they are in permanent housing. After the first year of being in permanent housing, over 90% of the individuals CRH support with Case Management are still in that permanent housing.

- ***Friends Program (RSVP)*:** The Friends Program is a social service organization that builds positive connections and solutions for at-risk youth, families and seniors and serves as the local sponsor for the Retired and Senior Volunteer Program (RSVP). Friends RSVP helps solve unmet community needs through volunteers and increases the health and independence of older adults through active, meaningful volunteerism. RSVP capitalizes on people's interests and skills to provide a wide range of services to Portsmouth's underserved and disadvantaged residents. In 2024, Friends RSVP coordinated volunteer placements of 298 seniors who contributed 32,017 hours of service throughout the total program area. Friends' RSVP coordinators work with volunteers in the Portsmouth region to continually serve the needs of individuals and organizations. In 2024, Portsmouth organizations and agencies received over 1,412 hours of volunteer service by Friends RSVP. Volunteers directly served 4,111 Portsmouth residents by assisting in these important programs. These hours represent a value of over $48,911 in direct services and time provided to Portsmouth residents and agencies in need.

- ***Gather*:** Gather offers food access services that address immediate hunger needs while also working toward long-term, preventative strategies that build food security and support residents' health and wellbeing. Gather's grocery store-style pantry market provides its clients with choice, offering fresh foods at no cost. Open 5 days a week for a total of 28 hours, the pantry's community room has pre-made meals. Of Rockingham County residents who access the pantry market, 52% of visits were made by Portsmouth residents in 2024. They accessed 48% of the pounds of food distributed valued at $373,651 to Rockingham County residents through this program alone. Gather's Mobile Markets, Fresh Food Bus, and

Meals 4 Kids (M4K) initiatives provide fresh, nutritious food to residents through a farmer's market-style set-up at five Portsmouth locations. In FY2025 to date, Gather has already served 44,380 people and distributed 382,965 pounds of food through its Mobile Markets, M4K, and Fresh Food Bus programming. This reflects a 35% increase in people served and a 28% increase in amount of food distributed from FY2024. The need for services is critical since 2023, there has been a 50% increase in demand across its work, last year Gather served 125,000 people and distributed 1.7 million pounds of food monthly at no cost to recipients.

- ***Goodwin/Families First (Greater Seacoast Community Health)*:** Greater Seacoast Community Health (Greater Seacoast) is a network of community health centers, including Families First Health & Support Center and Goodwin Community Health. Greater Seacoast's mission is to deliver innovative, compassionate, integrated health services and support accessible to all in the community, regardless of ability to pay. Each year, Greater Seacoast serves about 1,100 low-income Portsmouth children and adults with affordable, accessible, comprehensive, and prevention-focused health care and parenting and family programs. Greater Seacoast provides general medical care for children and adults of all ages; prenatal care; dental care and education; behavioral health counseling for children and adults; substance misuse treatment, including medication-assisted recovery; and family support and education in groups and one-on-one settings. And Greater Seacoast offers mobile health services in several communities, including weekly medical clinics at Cross Roads House and St. John's Episcopal Church in Portsmouth. Greater Seacoast's services help people stay healthier, improve their quality of life, and save money for the city. Many City of Portsmouth Welfare recipients are served by Greater Seacoast, which is essential in returning welfare recipients to health, employability, and independence. Funding from the City of Portsmouth is requested for Greater Seacoast primary care staff salaries to continue providing essential medical services to Portsmouth residents.

- ***HAVEN*:** For 45 years, HAVEN, the organization created by the merger of A Safe Place and Sexual Assault Support Services (SASS), has provided services to Portsmouth residents impacted by domestic and sexual violence. HAVEN's mission is to prevent sexual assault and domestic violence and to empower all women, men, non-binary and transgender adults, youth and families to heal from abuse and rebuild their lives. Services include: providing 24-hour confidential emergency shelter and support services via a confidential 24-hour hotline; in-person accompaniments at hospitals, police, child advocacy centers and courts; a housing assistance program for survivors; and a K-12 Safe Kids Strong Teens prevention education program aimed to prevent sexual abuse, bullying and teen dating violence. Most recently added to HAVENS's services is its Housing First initiative, where the organization provides assistance to victims and survivors in need of safe, affordable housing. In addition, HAVEN's main office in Portsmouth (located at 20 International Drive at the Pease Tradeport) allows those in need of assistance to access in-person support during office hours. In FY2024, HAVEN assisted 159 Portsmouth residents with support services through its 24-hour client services program, that includes shelter and housing and reached 1,054 Portsmouth students and teachers and other community members with its Safe Kids Strong Teens prevention education program.

- ***I Got Bridged*:** I Got Bridged "bridges the gap for people in need on the Seacoast." The organization's focus is on helping community members who struggle with local transportation, food insecurity, homelessness, and substance abuse/addiction. I Got Bridged serves and collaborates with residents who face barriers to the ability to thrive due to their lower socioeconomic status, physical ability, age, and overall inability. Their goal is to provide free transportation to the local food pantries, community meals, recovery meetings, church services, medical appointments and more. The organization also transitions the homeless to residential living and provide bags of essentials to those experiencing homelessness.

- ***Krempels Brain Injury Center*:** Krempels Brain Injury Center is a nonprofit organization dedicated to improving the quality of life of people living with acquired brain injury through evidence-based programming, shared experiences, and support in a welcoming community. Located at the Community Campus in Portsmouth, Krempels' services are unduplicated and innovative; the Center is the only one of its kind in the northeast and one of only a handful in the country providing post-rehab, community-based programming for people living with the chronic effects of their injury. Krempels has served brain injury survivors in Portsmouth and surrounding communities since 2000. Krempels' evidence-based therapeutic programming significantly improves the quality-of-life outcomes for a population that is often homebound, socially marginalized, and economically disadvantaged. Between June 30, 2023, and July 1, 2024, Krempels was visited 780 times by 11 Portsmouth residents. Services included approximately $64,000 in free or reduced attendance fees.

- ***Meals on Wheels*:** Meals on Wheels of Rockingham County helps older and/or disabled adults maintain their health, well-being, and independence. This means support in two areas essential to helping its clients "age in place" at home- nutritious meals and transportation. Meals on Wheels provides hot, nutritious meals both in a community setting and via home delivery in all cities and towns of Rockingham County. In its most recent fiscal year, it served 52,209 meals to 298 Portsmouth residents. Meals on Wheels provided wellness checks to at-risk citizens every week of the year, Monday through Friday, with provisions for weekend service for those who need it. The organization offers a variety of meal choices to its clients, hot meals, targeted diet plans for many medical conditions, and peace of mind to families and neighbors, all at a fraction of the cost of assisted living or nursing home care. While its clients' nutritional needs are important, Meals on Wheels knows that it is also delivering a crucial serving of human interaction that can counteract the feelings of isolation and loneliness that many of its clients feel. The caring, personal connection that develops between its clients and its staff is hard to describe in words.

- ***My Friend's Place*:** My Friend's Place (MFP) Emergency Shelter has been providing shelter to homeless men women and families for over 30 years. Its ten-bedroom farmhouse, located in a quiet neighborhood, provides a home-like setting. MFP provides for all basic needs with a large pantry, showers, laundry facilities and more. The critical services of Case Management are also provided, to assist the client to obtain ID's, income, SNAP or other government benefits the client may be eligible for, as well as coordination of other necessary outside services such as finding a medical home, substance abuse, mental health or other services. The goal of case management is to eliminate barriers to permanent housing. Thousands of people over the last 30 plus years have called My Friend's Place their home at some point and time. My Friend's Place also owns two duplexes in Dover serving up to four families in longer term transitional housing. In transitional housing, families' can work on longer term goals while they increase their income so they can afford full market rent housing, or if they are on a fixed income wait for their names to come up on waitlists for income-based housing.

- ***New Generation*:** Founded in 1987, New Generation is a safe, family-oriented shelter for pregnant women and mothers with children who are experiencing homelessness due to domestic violence, financial hardship, substance use disorder, and mental health challenges, among other issues. Since its inception, New Generation has helped more than 1,850 women and children find permanent housing and access case management to move from homelessness into independent living and self-sufficiency. Specific Programs include:
    - Emergency services: Housing, food, transportation, individual case management, parenting education sessions, financial counseling, among other services.
    - Transitional housing: Housing, individual case management, parenting education sessions, financial counseling, among other services.

- Stabilization services for residents moving out to permanent housing: Individual case management, parenting education sessions, financial counseling, and referral to other core services.

In addition to programming and supportive services, New Generation provided approximately 7,300 bed-nights and 10,000 meals in the last fiscal year. Since opening its doors more than 36 years ago, New Generation has served women and their children as they move out of homelessness toward self-sufficiency, providing special support to children in areas such as behavioral structure, literacy, and nutrition. These are children who, due to homelessness, might not otherwise have been able to receive these services.

- ***Operation Blessing*:** Operation Blessing (OB) is a safe place for people who experience crisis situations in their lives due to poverty, homelessness, illness, joblessness, or other adverse circumstances. OB fights poverty by embracing all people in-need with compassion, offering hope and healing for changed lives. Services are provided in a flexible and responsive manner so that families can obtain the necessary assistance to gradually become more self-sufficient and less dependent upon critical relief services. OB provides a trauma-informed environment with a client-centered approach and works collaboratively with other social service agencies to widen the doorway for more seamless care and support. Programs include:
    - OB Center: provides free food, clothing, personal care, and household items to those in need, as well as offers free case management support.
    - The Cafe at OB: guests receive a hearty warm meal and beverage in a safe and compassionate environment. (limited seating and hours, while supplies last).
    - The Warming & Cooling Center: offers temporary (7pm to 7am) shelter and showering during times of extreme cold and heat.
    - Outreach Programming: One day to Serve, monthly mobile food pantry and congregate meals to Portsmouth Housing Authority (PHA), Thanksgiving basket delivery, Christmas Gift Giveaway, Back to School Bash, and Getting Ahead class.
    - Youth Engagement: in cooperation with the Greenleaf Recreation Center, OB provides free after school activities including homework assistance, open rec events, and prosocial activities such as lessons in swimming, cooking, karate, and fitness.

- ***Safe Harbor Recovery Center*:** Safe Harbor Recovery Center, a non-profit, peer-delivered recovery support program of Granite Pathways, was established in 2016 by the recovery community in an effort to respond to the addiction crisis. As a Recovery Community Organization (RCO), Safe Harbor was the second established recovery community center (RCC) in the state of New Hampshire and since then, Safe Harbor trained staff with lived experience of substance misuse and mental health issues have helped over 7,000 individuals through individual or group trained peer counseling, peer mutual aid groups (NA, M, SMART), parenting education, unhoused outreach and assistance, workforce readiness (Job Launch), SUD education, holistic modalities (reiki and auricular acupuncture) and as of 2023, youth programming. All staff peer-delivered services are regulated by the Board of Alcohol and Other Drug Use Professionals and bound by strict State ethical and federal confidentiality laws. Its purpose is to assist (in a trauma-informed, all-inclusive, and non-judgmental way) people in navigating their own recovery wellness in an individualized, holistic, and creative way, embracing all pathways and utilizing all available resources.

- ***Seacoast Big Brothers/Big Sisters of NH*:** The mission of Big Brothers Big Sisters of New Hampshire is to create and support one-to-one mentoring relationships that ignite the power

and promise of youth, ages 6-18. Many of the youth served by Seacoast Big Brothers/Big Sisters serve are facing significant adversities in their lives including: parental incarceration, poverty/low-income household, exposure to substance and opioid misuse, experiences with trauma, abuse, mental health issues and more. BBBSNH takes a preventative approach to address these circumstances, with Its vision that all youth have the opportunity to reach their full potential through mentorship.

- ***Seacoast Community School*:** Seacoast Community School (SCS), formerly known as the Community Child Care Center, was established in 1967. Its enduring mission is to provide nurturing care and exceptional education to all children within the Seacoast community, remaining steadfast in its dedication to supporting low-income families and addressing their specific needs. SCS aspires to lead in the realm of innovative and accessible education for children aged eight weeks to twelve years, while fostering an understanding of the importance and positive impact of high-quality early education.

  SCS serves an average of over 240 full-time equivalent children daily, offering a diverse range of programs including: nationally accredited full-daycare for infants, toddlers, and preschoolers; half-day inclusive preschool options in partnership with Portsmouth Schools; and after-school programming for students in grades K-5 in Portsmouth and Greenland.

  In its commitment to accessibility, SCS diligently works to ensure that all programs are available to families and their children, irrespective of their socio-economic status. Priority is given to children from families in financial need, as these individuals benefit significantly from the organizations quality early education and care. By facilitating access to quality childcare, SCS empowers families to secure and maintain employment, pursue job skill training, and ensure stable housing, food, and other essential living necessities.

  Additionally, SCS accepts New Hampshire State Child Care Scholarship reimbursements and actively collaborates with the City of Portsmouth, local agencies, and private donors to create additional scholarship opportunities. Through initiatives like the Social Services Agency Grant, SCS strives to meet the needs of the community's most vulnerable populations.

  SCS is currently advancing its three-year strategic plan and has achieved significant milestones in a relatively short time frame, despite the numerous challenges posed by COVID-19. During the pandemic, SCS successfully transitioned from in-person learning for the 2019-20 school year and maintained uninterrupted services for families in the region. The organization launched a specialized morning program to align with public school half-day schedules, expanded its support for low-income families, increased scholarship opportunities, and sustained a dedicated team of over 50 faculty and administrators on-site each day. SCS’s commitment to strict safety protocols has helped to reduce the incidence of COVID-19 among its students and staff. As a result, SCS has experienced an enrollment growth of approximately 100 students since 2020, despite the ongoing challenges related to the pandemic. SCS continues to strive to be innovative and expand its reach of impact every day. As it looks to the future, SCS remains committed to fostering a safe and supportive learning environment that meets the needs of the community and empowers every student to succeed.

- ***Seacoast Mental Health Center*:** The mission of Seacoast Mental Health Center, Inc. (SMHC) is to provide a broad, comprehensive array of high-quality, effective, and accessible mental health services to residents of the eastern half of Rockingham County. Services are provided to children, adolescents, adults, older adults, caregivers, and families, regardless of their ability to pay. SMHC's goal is to empower a family unit and/or individual to build upon health, community, and resilience within a collaborative treatment model where services are designed to meet patients where they are, both physically and psychologically. SMHC is mandated to provide evaluations and treatment for severe and persistent mental illnesses, such as bipolar disorder and schizophrenia, as well as depression, anxiety, and other mental health illnesses to children, adolescents, and their families, adults, as well as to the distinct

elderly demographic.

- ***Seacoast Pathways*:** The mission of Seacoast Pathways is to support adults living with mental illness and acquired brain injury on their paths to recovery while ending social and economic isolation. Seacoast Pathways is a structured evidence-based recovery program for adults 18+ living with mental illness and/or acquired brain injury who strive to engage with others and reintegrate in the community. The program follows the international Clubhouse Model of Psychosocial Rehabilitation and provides opportunities to utilize strengths, interests, and skill development to get back on track for employment, education, improved housing, and wellness - all hallmarks of mental health recovery. Participants, called members, work side-by-side with staff and fellow members to operate the clubhouse and volunteer for clerical work, reception, lunch preparation, and planning and organizing activities. Art, music, writing, yoga, and nutrition are incorporated for wellness and learning. Members are actively supported in gaining their independence and self-sufficiency, and are assisted in their employment, housing, and educational goals by increasing skills, pursuing resources, and finding fellowship with others. Membership is free and for life; prospective members need to provide a clinical referral for appropriateness to the program. Seacoast Pathways connects closely with Portsmouth Hospital's Behavioral Health Unit, the Seacoast Mental Health Center in their Portsmouth and Exeter locations, One Sky area agency, Krempels Brain Injury Center, and others.

- ***Waypoint*:** Waypoint is dedicated to advancing the well-being of children and families by providing an array of social services to strengthen family life and promoting community commitment to the needs of children. Waypoint has several programs that serve Portsmouth including Individual Services/Integrated Home-Based Services, Health Care Coordination, Healthy Family America, Parent Aide, and services for Homeless Youth. Specific to the request for funding is the Family-Centered Early Supports & Services (more commonly known as early intervention for children from birth to three years of age). These services are designed to help young children reach their full developmental potential and to support their families through that process. Programs are based on current research, balanced with experience, and clinical skill. Staff provide an array of developmental and therapeutic services for children with special needs, education and support to their families and guidance in accessing and coordinating community and health resources. City funds are requested for Family-Centered Early Supports and Services to help fill the significant gap between the cost of providing services and the available revenues collected from all other sources. The request is based on the number of children served. Last year, Waypoint provided services to 84 Portsmouth children and their families, continuing to represent the highest number of families served in its catchment area. City funds are requested to support staff in providing direct services to Portsmouth families.

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		FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
OUTSIDE SOCIAL SERVICES					
01-793-780-51-100-437					
087001	CROSSROADS HOUSE	75,000	75,000	80,000	80,000
087002	CENTRAL VETERAN'S COUNCIL	750	750	1,500	-
087005	SEACOAST MENTAL HLTH CTR	12,500	12,500	12,500	12,500
087006	AREA HOMEMAKER/HOME HLTH	11,000	11,000	11,000	11,000
087008	MEALS ON WHEELS	15,000	15,000	17,500	17,500
087010	SEACOAST BIG BROTH/SISTER	3,000	3,000	3,000	3,000
087012	RSVP	4,000	4,000	4,000	4,000
087013	SEACOAST COMMUNITY SCHOOL	24,000	24,000	30,000	30,000
087015	ROCKINGHAM COMM ACTION	21,500	21,500	21,500	21,500
087017	HAVEN	12,000	12,000	12,000	11,000
087018	WAY POINT	12,000	12,000	12,000	8,000
087019	AMERICAN RED CROSS	1,000	1,000	1,000	1,000
087020	AIDS RESPONSE SEACOAST	5,000	5,000	5,000	4,000
087021	GATHER (FOOD PANTRY)	6,500	6,500	6,500	6,500
087024	GOODWIN (FAMILIES FIRST)	10,000	10,000	10,000	10,000
087025	FAMILY PROMISE	2,000	2,000	2,000	-
087026	NEW GENERATION	3,500	3,500	3,500	3,500
087028	SEACOAST PATHWAYS	3,000	3,000	3,000	2,000
087029	CASA	3,000	3,000	3,000	2,000
087032	ONE SKY COMMUNITY SERVICE	2,500	2,500	2,500	-
087033	CORNERSTONE VNA	5,000	5,000	5,000	5,000
087035	KREMPELS	1,000	1,000	1,000	1,000
087036	SAFE HARBOR	-	-	3,000	3,000
087037	I GOT BRIDGED	-	-	-	2,000
087038	OPERATION BLESSING	-	-	-	3,000
087039	MY FRIENDS PLACE	-	-	-	9,000
OUTSIDE SOCIAL SERVICES	**TOTAL**	**233,250**	**233,250**	**250,500**	**250,500**

NOTE: CHART ON NEXT PAGE COMBINES TOTAL CITY GRANTS PROVIDED TO SOCIAL SERVICES

Total City Grants to Social Service Agencies FY26

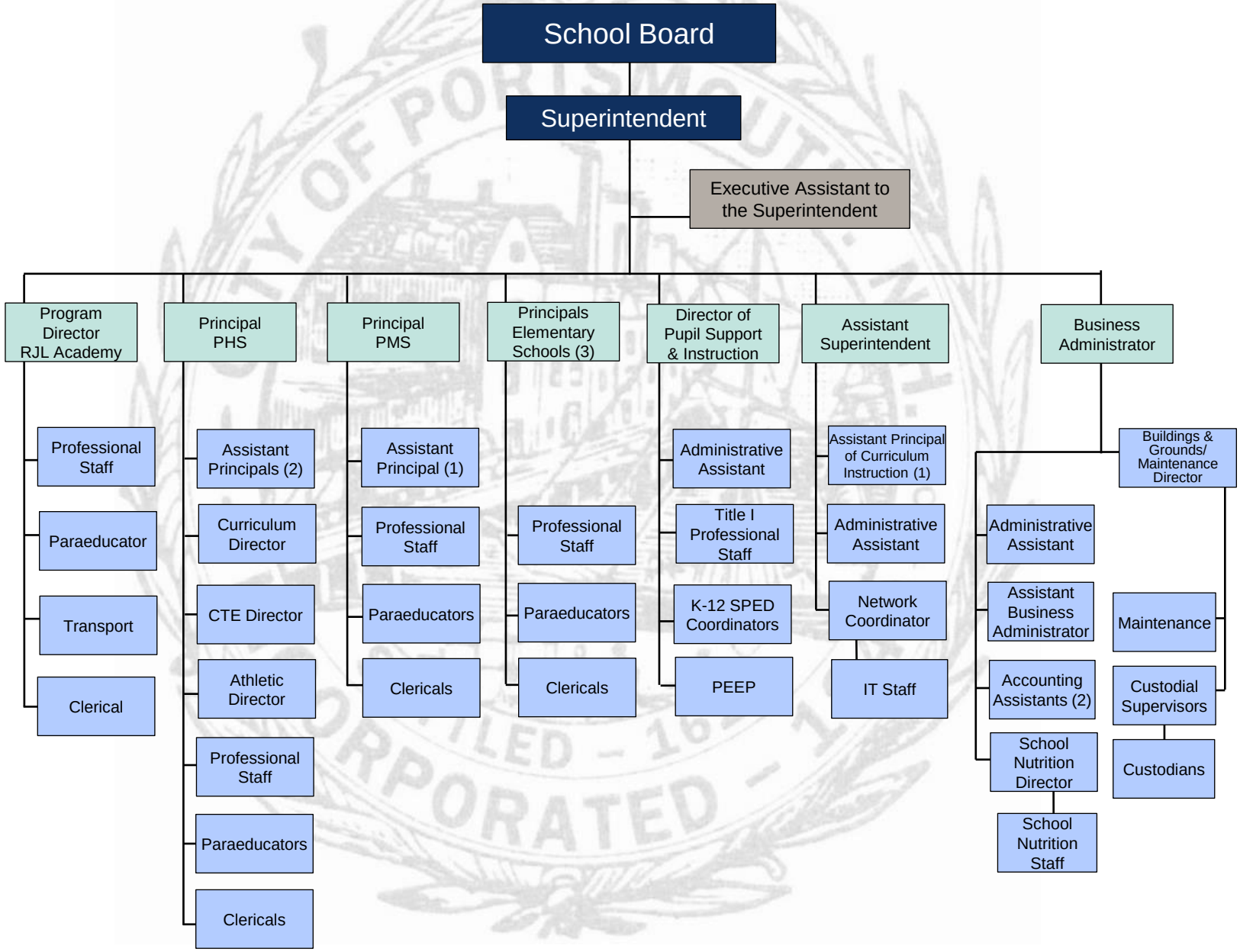
Funded from General Fund and Community Development Block Grant (CDBG) Program

Outside Social Services	FY 2025			FY 2026		
	Welfare	CDBG	Total	Welfare	CDBG	Total
Agency	Welfare Department Budget- City Manager Recommended	Citizens Advisory Committee Recommended CDBG Budget	Welfare Department and CDBG	Welfare Department Budget- City Manager Recommended	Citizens Advisory Committee Recommended CDBG Budget*	Welfare Department and CDBG
AIDS Response Seacoast	$5,000	$10,000	$15,000	$4,000	$10,000	$14,000
American Red Cross	$1,000		$1,000	$1,000		$1,000
Area HomeMaker/Home HLTH CTR (Formerly - Area Homecare & Family Services)	$11,000		$11,000	$11,000		$11,000
CASA, Child Support/GAL Services	$3,000		$3,000	$2,000		$2,000
Central Veterans Council (dissolved 2025)	$1,500		$1,500	$0		$0
Chase Home for Children (New Program - 90 Day Reunification Program)	$0		$0	$0		$0
Cornerstone VNA	$5,000		$5,000	$5,000		$5,000
Cross Roads House, Inc.	$80,000	$20,000	$100,000	$80,000	$20,000	$100,000
Fair Housing Activities (formerly New Hampshire Legal Assistance)	$0	$2,500	$2,500	$0	$2,500	$2,500
Friends Program/R S V P	$4,000		$4,000	$4,000		$4,000
Gather (formerly Seacoast Family Food Pantry)	$6,500		$6,500	$6,500		$6,500
Greater Seacoast Community Health (formerly Families First Dental Program) - Dental	$0	$10,000	$10,000	$0	$10,000	$10,000
Greater Seacoast Community Health-Goodwin Health	$10,000		$10,000	$10,000		$10,000
HAVEN-Violence Prevention and Support Services	$12,000		$12,000	$11,000		$11,000
I Got Bridged	$0			$2,000		$2,000
Krempels	$1,000		$1,000	$1,000		$1,000
Meals on Wheels	$17,500	$15,000	$32,500	$17,500	$15,000	$32,500
My Friend's Place	$0			$9,000		$9,000
New Generations	$3,500		$3,500	$3,500		$3,500
One Sky Community Service	$2,500		$2,500	$0		$0
Operation Blessing	$0	$15,000	$15,000	$3,000	$17,500	$20,500
Richie McFarland Children (merged with Waypoint)	$0		$0	$0		$0
Rockingham Community Action	$21,500	$15,000	$36,500	$21,500	$20,000	$41,500
Safe Harbor Recovery Center - Granite Pathways	$3,000		$3,000	$3,000		$3,000
Seacoast Big Brothers/Big Sisters	$3,000		$3,000	$3,000		$3,000
Seacoast Community School	$30,000	$12,500	$42,500	$30,000		$30,000
Seacoast Family Promise	$2,000		$2,000	$0		$0
Seacoast Mental Health Center	$12,500		$12,500	$12,500		$12,500
Seacoast Pathways - Granite Pathways	$3,000		$3,000	$2,000		$2,000
Way Point	$12,000		$12,000	$8,000		$8,000
TOTAL Grants	**$250,500**	**$100,000**	**$350,500**	**$250,500**	**$95,000**	**$345,500**

*At the time of this budget book printing, the CDBG allocations for public services have not yet been received by HUD; these amounts are subject to change upon HUD approval.

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Portsmouth School Department



Mission

The City of Portsmouth's School Department (PSD) follows the Portrait of a Graduate. As part of this Portrait of a Graduate the PSD stated that the Community strives to create:

- Passion for knowledge
- Global awareness & community contribution
- Collaboration & communication
- Transferable skills
- Personal well being
- Empathy & kindess

School Department

Services Overview

- ✓ Instructional Programs
- ✓ Support Services – Pupils
- ✓ Support Services – Instructional
- ✓ Support Services – General Administration
- ✓ Support Services – Business & Other

Did you know?

- Portsmouth Middle School offers 28 clubs and 12 interscholastic sports with 24 teams, and 85% of students participate in one or more of these activities?
- This year, elementary students worked with mentor students from Robert J. Lister Academy to produce ten gallons of maple syrup from trees in the community?
- There are over twenty-two different languages spoken in our students' homes?
- Portsmouth High School students provide service to the community?
  - In the Ecology class, 3-5 hours of Community Service are required. The community service must connect to the community (school, town, state, etc.) and be ecological/nature based. Here are some examples:
    - Independent Neighborhood / Beach Clean-Ups
    - Volunteer with a local nature organization (Seacoast Science Center, Center for Wildlife)
    - Help out the school community like the Greenhouse, Bees, EcoClub
    - The Service Learning Class connects 15-20 students every semester with local companies and organizations. This course involves weekly hands-on volunteering at a community site, as well as classroom reflection on project work, the concept of service learning and its impact on society. Students work in service volunteering at local non-profits such as Discover Portsmouth Center, PMAC, Operation Blessing or Edgewood Center.
  - Eco Club's school/community-wide projects include carbon offset garden, raising $20,000 for solar panels, decreasing energy usage in classrooms, increasing paper recycling, increasing school-wide composting, creating gardens on the library lawn, adding plants throughout the school, rain garden installation, and helping the City with sustainability projects.
- Interact Club is a service and social club sponsored by the Portsmouth Rotary Club? The group carries out service projects on the local, national, and international levels. Past events have included volunteering at the Salvation Army Soup Kitchen monthly, bell ringing during the holiday season, collecting canned goods for local food pantries, and helping out the Portsmouth Rotary Club with their

Position Summary Schedule

Positions Full Time	FY24	FY25	FY26 Dept Request	FY26 City Manager Budget
Administrators	15.64	15.64	15.64	15.64
Teachers				
Classroom & Regular Program Instruction	182.01	182.21	178.96	176.96
Special Programs	25.80	26.80	28.80	26.80
Pupil Support Programs	51.26	54.26	51.41	51.01
Totals Teachers Full Time	**259.07**	**263.27**	**259.17**	**254.77**
Other School Department Full Time Staff				
Clerical	20.16	20.18	21.19	21.19
Paraprofessional	43.12	43.13	48.10	45.31
Tutors	6.20	2.93	2.93	2.93
School Custodians	26.01	26.01	26.01	26.01
Security	0.00	0.00	0.00	0.00
Technology Support	8.00	8.00	8.00	8.20
Maintenance	5.00	5.00	6.00	5.00
Totals Other Full Time Staff	**108.49**	**105.25**	**112.23**	**108.64**
Totals General Fund Full Time Staff	**383.20**	**384.16**	**387.04**	**379.05**
Grant and Other Funded Full Time				
Grant and Other Funded Full Time	88.85	88.24	83.44	83.44
Totals Grant and Other Funded Full Time	**88.85**	**88.24**	**83.44**	**83.44**
Total School Full Time	**472.05**	**472.40**	**470.48**	**462.49**

Postitions Part Time	FY24	FY25	FY26 Dept Request	FY26 City Manager Budget
Lunch Monitors	6	6	6	6
Total Part Time	**6.00**	**6.00**	**6.00**	**6.00**

community projects. Every month of the school year, and beyond, students serve the greater Portsmouth community. Following is a list of the monthly events the PHS Interact Club participates in:

- Spring cleaning supplies collection for Operation Blessing
- One Day to Serve - Helping to clean area housing complexes
- Salvation Army Food Truck
- The Women's Giving Circle
- Wentworth Senior Living in downtown Portsmouth for their Social Hour
- PHS Student Garden Management Team - clean up
- Healthy Kids Running Series
- Penguin Plunge: Special Olympics NH created the High School Plunge to help raise money for local Special Olympics programs, as well as Unified Sports programs. PHS was one of the first high schools in the state to participate in this now very popular event. This is a wonderful community service opportunity. Come take the plunge with us at Hampton Beach. PHS is regularly a top fund-raiser in the state.

Department Budget Comments

The FY26 Proposed Budget for the School Department is $65,915,610, representing an increase of $1,853,897 or 2.89% from FY25. That increase is driven in large part by rising premiums for health insurance, growing costs in out-of-district tuition, services, and transportation for special education placements, and fully funding technology equipment needs following the expiration of Covid-related federal funding. Also notable, five of the School Department's seven collective bargaining agreements are in negotiations for FY26, so this proposed School Department budget only includes COLA increases for Paraeducators and Custodial Supervisors. The additional costs related to COLA increases for the five unsettled contracts are included in the City's collective bargaining contingency.

Budget Summary of Expenditures

	FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 DEPARTMENT REQUEST	FY26 CITY MANAGER RECOMMENDED
SCHOOL DEPARTMENT					
TEACHERS/ADMINISTRATORS	26,191,153	25,402,623	27,328,975	27,341,516	26,939,935
SALARIES	5,177,349	4,664,580	5,271,779	5,795,050	5,638,569
PART-TIME SALARIES	865,284	1,134,597	994,299	1,041,646	1,036,646
SCHOOL BOARD STIPENDS	14,000	14,700	17,000	14,000	14,000
OVERTIME	69,481	140,188	71,488	70,760	70,760
RETIREMENT	5,853,962	5,466,499	6,080,541	5,997,972	5,903,724
HEALTH INSURANCE	9,130,738	9,075,453	9,963,182	10,438,541	10,501,194
DENTAL INSURANCE	586,005	569,215	617,200	637,874	637,874
LEAVE AT TERMINATION	300,000	300,000	300,000	300,000	250,000
WORKERS' COMPENSATION	156,308	156,308	164,124	148,048	148,048
LIFE AND DISABILITY	220,733	212,709	224,434	228,923	228,923
PROFESSIONAL DEVELOPMENT	275,135	238,112	298,516	305,110	305,110
OTHER BENEFITS	2,524,948	2,372,071	2,631,042	2,676,762	2,631,615
Contractual Obligations	51,365,096	49,747,056	53,962,580	54,996,202	54,306,398
SPECIAL ED TUITION & SERVICES	3,369,246	4,123,302	3,609,059	4,381,648	4,766,648
TRANSPORTATION	1,644,623	1,649,011	1,965,949	2,242,324	2,033,254
TRANSFER FROM PARKING & TRANS	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)
CONTRACTED SERVICES	580,206	631,560	632,769	728,780	743,566
ELECTRICITY	848,056	815,289	846,534	884,450	834,450
NATURAL GAS	370,934	307,611	374,635	395,224	362,724
GASOLINE	10,500	11,202	11,500	11,000	11,000
STUDENT BOOKS / PERIODICALS	174,432	275,962	177,961	150,171	141,621
SOFTWARE	165,573	134,026	180,782	347,978	346,928
PROFESSIONAL ORGANIZATION DUES	53,719	56,140	60,814	70,204	70,204
PROPERTY & LIABILITY	147,811	145,810	160,933	175,236	174,236
OTHER OPERATING	2,000,765	2,765,832	2,128,197	2,271,581	2,174,581
Other Operating	9,315,865	10,865,746	10,099,133	11,608,596	11,609,212
TOTAL	60,680,961	60,612,802	64,061,713	66,604,798	65,915,610

The City Manager's budget proposal of $65,915,610 differs from the School Board's recommendation by $689,188. The submitted FY26 School Department budget, as voted by the School Board, is $66,604,798, representing an increase of $2,543,085 (3.97% increase) over FY25. This increase is largely driven by an increase in out of district student placements and other special education costs. Out-of-district placements are necessary when a student's educational and environmental needs cannot be provided within the district. That student would then be educated in a location outside of the Portsmouth School Department.

The School Board's proposed budget strategically reallocates resources to better meet the needs of our students. In February 2025, the School Department offered a retirement incentive to the teaching staff. This incentive allowed 11 teachers at the top of the pay scale to retire. Of these, eight positions will be filled, with some roles repurposed to positions that better serve our student and program needs.

The School Department continues to earn recognition across the State and the nation for the quality of its educational services and consistently strong student outcomes. The School Department consists of an inclusive Preschool Program, three K-5 Elementary Schools, a middle school, a high school, and one alternative high school program. The Department also accepts students in the middle school through tuition agreements with Newington and New Castle and has an Authorized Regional Enrollment Area (AREA) tuition agreement for high school with Rye, Greenland, Newington, and New Castle.

Strategic Position Reallocations

The Director of School Counseling is a district-wide position responsible for leading, coordinating, and overseeing the School District's comprehensive counseling program. This role promotes student academic success, career and college readiness, social-emotional development, and equitable access to counseling services for all students.

Some of the other savings will be for three new paraeducators. There are four rising Kindergarten students with individualized education plans requiring 1:1 paraeducator support. Therefore, we will need three additional paraprofessionals as we have a fifth-grade student moving to Portsmouth Middle School with 1:1 paraprofessional support; allowing for the current paraeducator (FY25) to support a rising kindergarten student.

One position will be repurposed to the Elementary Intensive Needs Special Education Case Manager. K-5 programming requires two special education teachers for intensive needs programming since the age and grade span cannot exceed four years, but K-5 covers a six-year grade span and a 6–7 year age span (5 years old to 11-12 years old). To meet the needs of this cohort, an additional teacher is necessary. This role goes beyond compliance with the IDEA and IEPs; it ensures equitable learning opportunities for all students. The teacher/case manager will coordinate specialized programming, staff training, and family collaboration, helping to reduce crises, improve outcomes, and support inclusion. With a cohort of approximately eight students whose needs are becoming more evident, the School Department is proposing the addition of this position at the elementary level to meet their needs proactively and provide the support they require.

With the retirement of our architecture teacher in the CTE program, this position will be reallocated to a PHS Design Engineering Teacher. We are prepared to launch a Design Engineering program to expand our tech engineering offerings in robust and dynamic ways. This design/engineering program includes pathway connections to our successful Computer Science program, Entrepreneurship, PHS Global Connect Scholars program, Robotics, and a variety of other classes. This program also centers on our Portrait of a Graduate work with Global/Local community service learning with personalized Social Emotional Learning through hands-on design studios and our Advanced Senior Capstone "passion-project" course. If this position is approved, this design-engineering program can successfully run in place of the Architecture Program, which runs at 48% capacity of the 1.0 FTE, with an average class size of 9 students. This reallocation provides the opportunity for greater efficiency and stronger student engagement than the current architecture program, which is underutilized.

One position will be reallocated to a KIDS Program Teacher at PMS. This Alternative Learning Program (ALP) was cut from Portsmouth Middle School in 2020. This Program served our most severely impacted IEP students. During the 23-24 and 24-25 school years, PMS has felt the impact of not having the support

of the KIDS Center. Not only was this a small community within our school that met the unique needs of our students, but the closure of the KIDS Center meant that those students with behavioral and emotional support needs written into their IEP were now being case managed by those teachers who were also teaching reading or math support courses and managing another 15-20 student IEPs. This shift in burden has impacted support services for students and stress levels in teachers across the school. The KIDS Center was a unique place where students received specific instruction and support. Still, it was also a place within the school where they could take a managed break with an adult who knew exactly what was needed and how to help the student to grow through their experience.

One position would be reallocated to a Social Worker position. This would add a second social worker to the district. A district-level school social worker plays a critical role in supporting the well-being of students and families by addressing social, emotional, and mental health challenges that may impact student success. They collaborate with school staff, families, and community partners to remove barriers to learning, connect families to resources, and promote a positive school climate. Through individual and group counseling, crisis intervention, and family outreach, the social worker helps students build resilience, improve attendance, and stay engaged in their education. Additionally, they advocate for students' needs, facilitate access to mental health services, and support staff in creating trauma-informed, inclusive learning environments. By fostering strong home-school-community partnerships, the district-level social worker helps ensure all students have the opportunity to thrive academically, socially, and emotionally.

The last position would be reallocated to a Maintenance Supervisor. The Facilities Director has taken on an increased workload over the previous several years. He has acted as a general contractor for the district's more significant projects, saving the district tens of thousands of dollars, if not more. The downside to this benefit is that he is well past capacity, causing other smaller projects to get lost in the shuffle or pushed down the priority list. The focus would be a working supervisor who oversees the building needs daily, maintains work order and PM systems, keeps track of building and custodial supplies, works with custodial supervisors with their needs for equipment and supplies, is the primary contact with contracted services for electrical, plumbing, etc., oversees snow operations, coordinates fleet maintenance, and any other assigned task as directed. Significant projects that the facilities department is heavily involved in are the high school parking lot, CTE renovation, New Franklin renovations, and playground projects at each elementary school, to name a few.

Overall, the proposed FY26 budget allows a continuation of high-quality programming while the Department follows the approved strategic plan, helping to create graduates with characteristics found in the district's Portrait of a Graduate while also expanding efficiencies and additional sources of revenue.

Programs and Services

Instructional Programs - Includes all direct instructional programs and resources for regular classrooms, for a total student population of approximately 2,427 (General Fall Report of October 1, 2024)

- Regular Classroom Programs
- Full-Day Kindergarten
- Other Regular Instruction: Art, Music, Physical Education, Technology, and International Language
- Special Education Programs
- English as a Second Language
- Enrichment Programs
- Career Technical Education Program Instruction
- Athletics and Extra-Curricular Activities

Support Services – Pupils - Includes all direct pupil support activities



- Attendance and Social Work
- Guidance, Health, and School Nurses
- Psychological Services
- Speech and Audiology
- Physical and Occupational Training Services
- Math and Reading Services
- Other Pupil Services, Security, and Behavioral Specialists

Support Services – Instructional - Includes all direct instructional support activities such as school libraries, system-wide media support, City-School Library Project, Technology Plan for an instructional computer purchase, curriculum coordination and development, strategic, and long-range planning

- Staff Development
- Technology Plan-Instructional and Technology Purchases
- Media/Library Services

Support Services – General Administration - Includes all administrative support activities such as the School Board, Superintendent and Assistant Superintendent's Office, Program Directors, and School Administration



- School Board
- Office of the Superintendent and Assistant Superintendent
- Special Area Administration: Program Directors for Student Services, Reading, Technology, Athletics, and Technical Careers
- Administration: Principals and Assistant Principals

Support Services – Business & Other - Includes all system support activity such as the Business Office, building operations, system-wide maintenance, pupil transportation, technical, network and computer services, property and liability insurance, telephones, employee wellness programs, wage and contract settlement contingencies, and other system-wide costs. The total square footage for all seven (7) school buildings is 640,000 square feet. The total property owned by the City and managed by the School Department includes 114 acres. Activities include:

- Business/Fiscal Services
- Other Business Services: Property Insurance and Telecommunications
- District-Wide Maintenance Services
- Building and Custodial Operations
- Energy and Capital Improvements
- Equipment Repair and Maintenance
- Student Transportation: Daily Buses, After-School Programs, and Out-of-District Charters
- Planning, Research and Development, and Staff Services
- Information Support Services and Technology Plan
- Other Support Services and Benefits



Portrait of a Graduate

A Portrait of a Graduate is a school or district's collective vision for student success. Also known as a Graduate Profile, Portrait of a Learner, Habits of Success, Lifelong Learning Standards, as well as other expressions, this vision describes the skills and competencies that a community agrees its young people need to thrive in learning, work, and life.

The Portrait of a Graduate is akin to a vision, but rather than being a vision for what the district needs to do, it is a vision for who our students can be when they graduate. With a vision in place, we turn to making this vision a reality, and this is the process of creating a Strategic Plan.



Our Community Strives to Create…

- ✓ Passion for Knowledge: Learners who are intrinsically motivated and well prepared to chart their own paths using curiosity, creatively, academic prowess, and critical thinking
- ✓ Global Awareness and Community Contribution: Learners who are service-oriented leaders in their own communities who are able to see beyond their own shores - they have a deep appreciation for other cultures as well as a desire to establish themselves as advocates and contributors in the global landscape
- ✓ Collaboration and Communication: Learners who exhibit strong communication and collaboration skills that enable them to amplify diverse perspectives and skillfully navigate complex challenges
- ✓ Transferable Skills: Learners who possess practical life skills and strong work habits enabling them to adapt and thrive as independent adults
- ✓ Personal Well Being: Learners who are healthy individuals who find joy through a strong sense of self, belonging, and an ability to actualize their own goals utilizing resilience, flexibility, and a growth mindset
- ✓ Empathy and Kindness: Learners who embody kindness, empathy and compassion inclusive of all individuals

Citywide Goals Addressed

- *Invite and engage the entire community, especially those traditionally unreached, to increase participation and transparency in government*
- *Provide an Educational Environment that Maintains School Board Goals and Supports Its Pillars of Opportunity, Equity, Student Wellness, and a Strong Sense of Community to Every Youth*

Strategic Plan Goals and Objectives 2024-2025

Focus Area One: Rigorous and Aligned K-12 Curriculum

We will ensure a rigorous and aligned K-12 curriculum and instruction that provides access to all students, and create engaging, relevant and meaningful learning experiences.

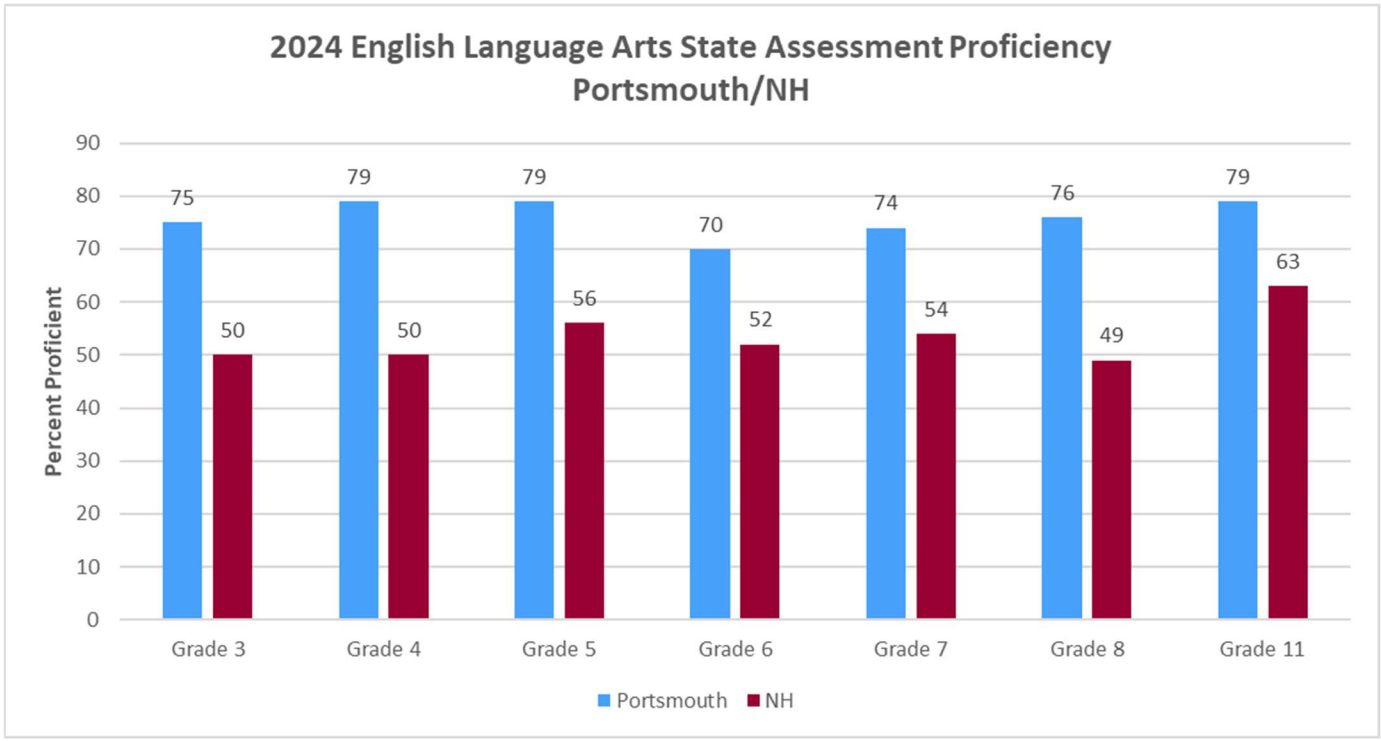
Action Steps	***Lead Person(s)***
✓ *Develop a steering committee with a shared vision of K-12 curriculum outcomes composed of teachers and administrators* ○ *Establish monthly meeting times* ✓ *Audit current/existing information across the district regarding curriculum maps* ○ *Create a shared format and common tools to use* ✓ *Establish teams across schools to complete pacing maps in all curricular areas, including world language* ✓ *Secure Curriculum Coordination at PMS through the budget process* ✓ *Plan Early Release and Professional Development days for 25-26 Calendar* ○ *Include training on UDL (Universal Design for Learning) and Multitiered Systems of Support (MTSS)*	• *Assistant Superintendent* • *PHS Director of Curriculum & Instruction* • *Elementary Curriculum Coordinator* • *Area 1 Steering Committee*

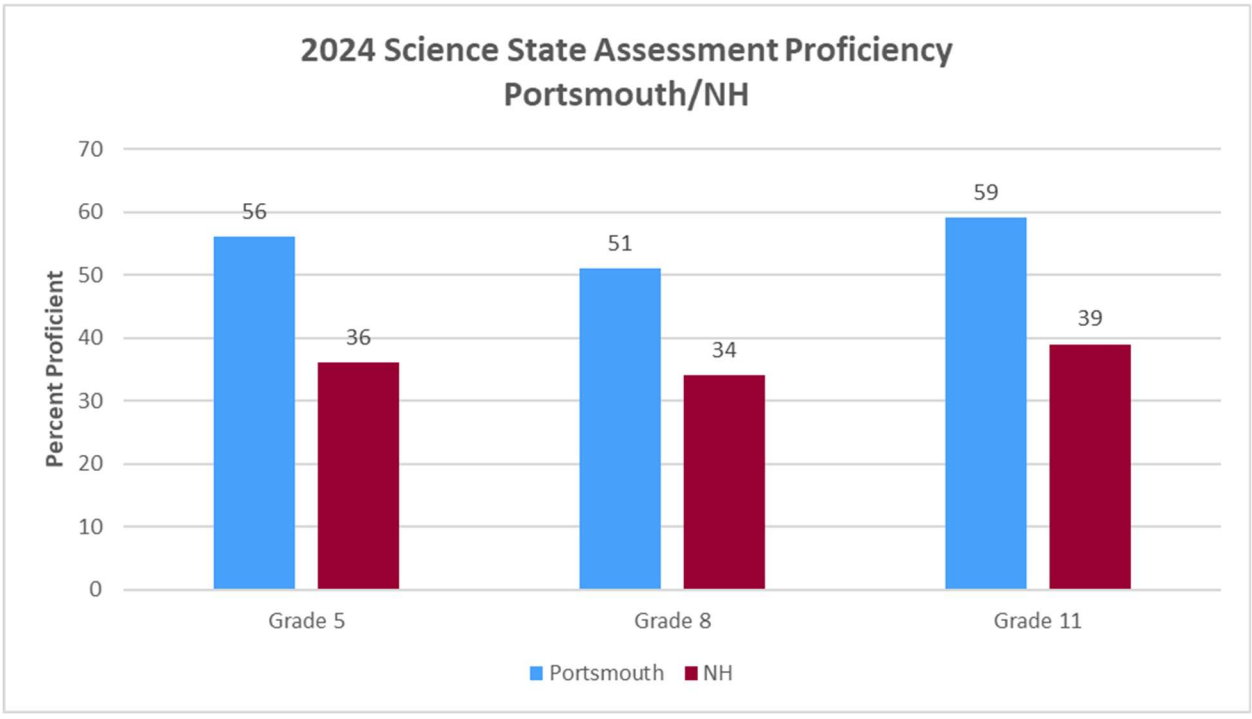
Focus Area Two: Building Educator Capacity	
We will build the capacity of all educators through high-quality feedback systems paired with ongoing learning and development in a culture of reflection.	
Action Steps ✓ *Examine current evaluation practices within schools across the district* ✓ *Establish a steering committee for evaluations composed of teachers and administrators* o *Investigate other tools that exist that can be used for professional staff evaluation* o *Select 2-3 structures to try to implement* ✓ *Review teacher effectiveness plan to decide if changes need to be made* ✓ *Create schedule for administrators for evaluations* ✓ *Reconsider the Collective Bargaining language regarding evaluation and make necessary adjustments*	***Lead Person(s)*** • *Superintendent* • *PSD Administrators* • *Area 2 Steering Committee*

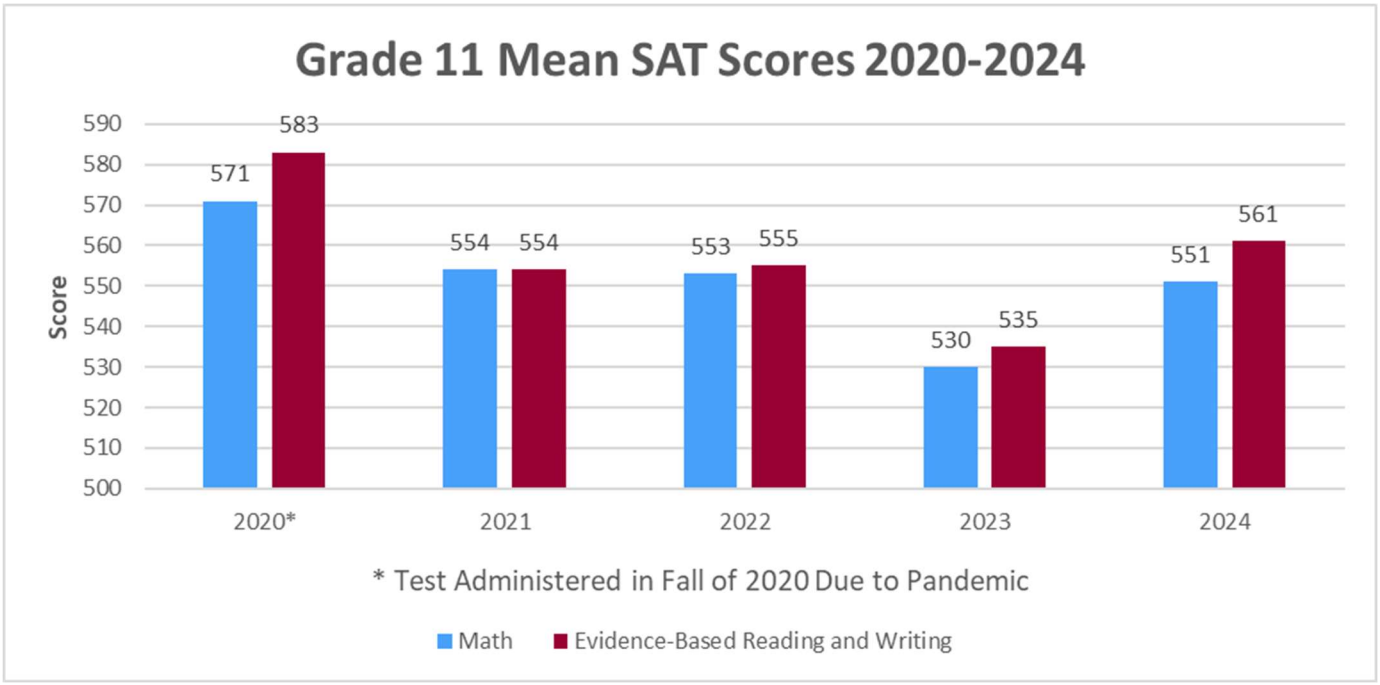
Focus Area Three: Student Safety, Well-Being & Belonging	
We will deeply know our students, develop their self-efficacy and self-awareness, and focus on their safety, well-being and belonging.	
Action Steps ✓ *Implement SEL programs at all levels, K-12* ✓ *Establish steering committee to incorporate Collaborative for Academic, Social, and Emotional Learning (CASEL)* ✓ *Standards within district Social Emotional Learning (SEL) guidelines* ✓ *Examine data to assess student engagement in academics and school culture* ✓ *Implement Navigate 360 Emergency Suite districtwide* ✓ *Conduct a Safety Assessment with NH Homeland Security & Emergency Management*	***Lead Person(s)*** • *Superintendent* • *PSD Administrators* • *District Safety Team* • *Area 3 Steering Committee*

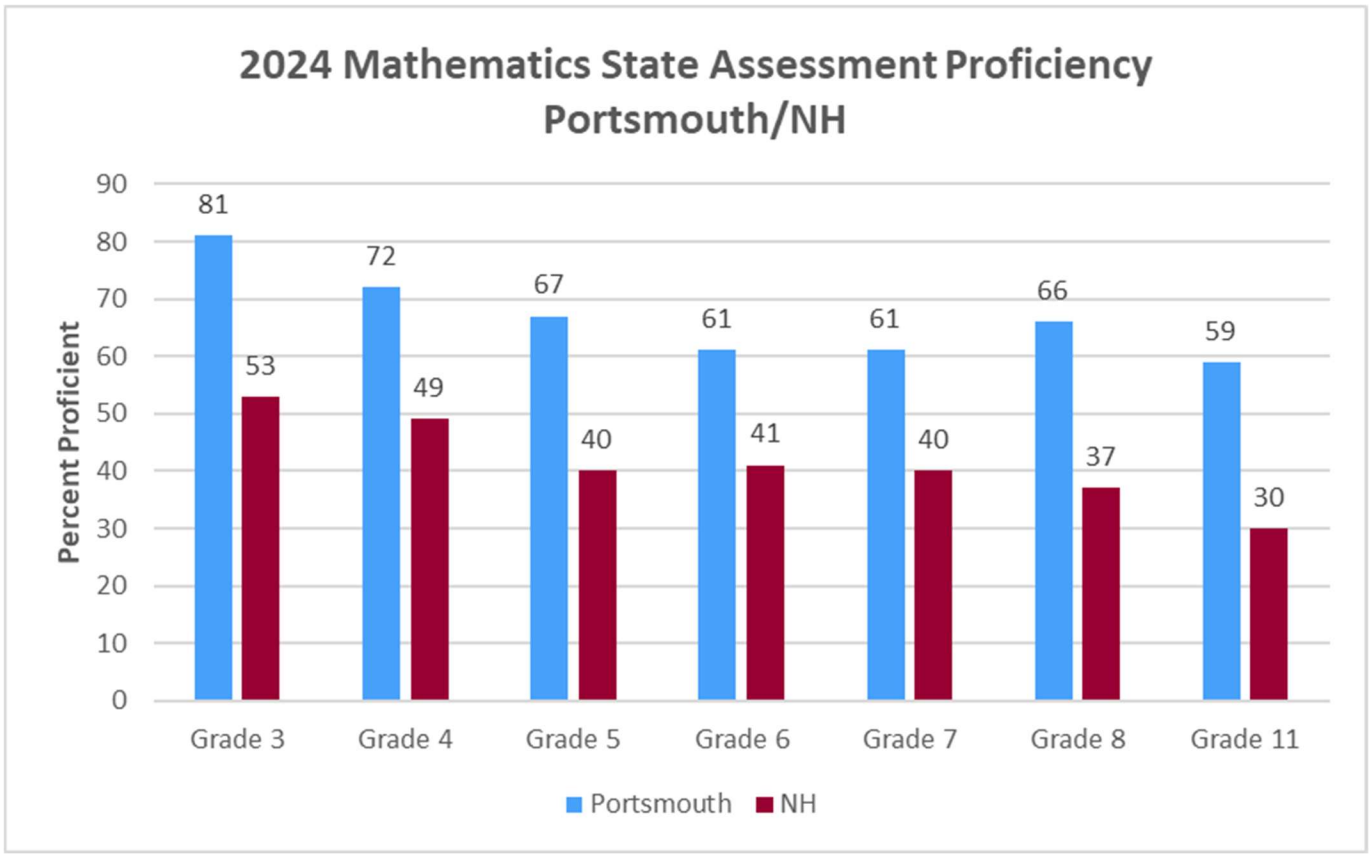
Performance Measurements

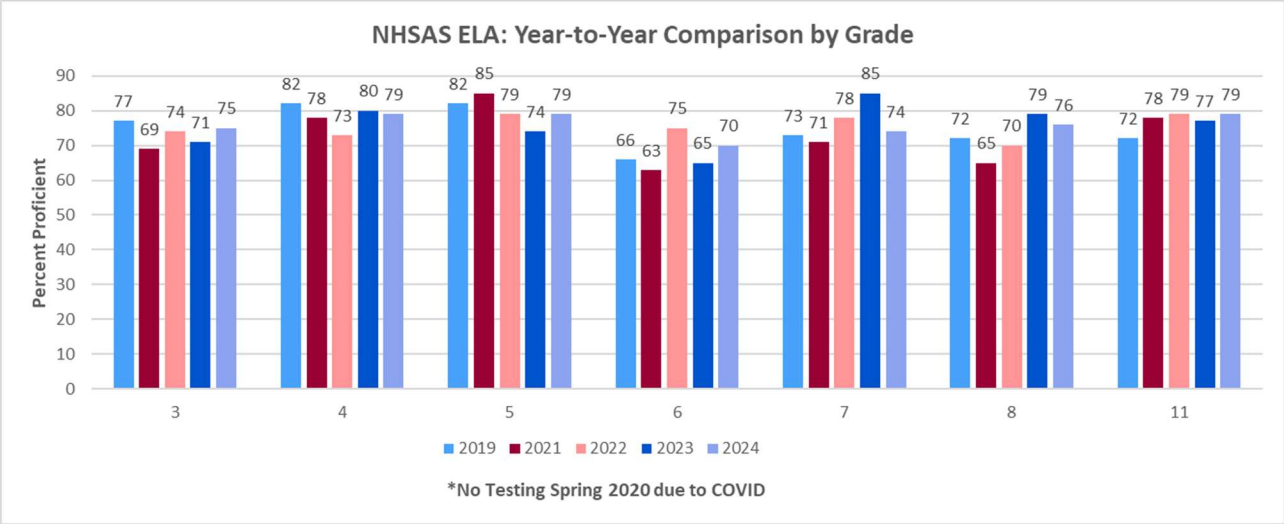
The Portsmouth School Department uses a number of assessment measures to monitor individual student progress and assess program effectiveness. The following graphs represent various components of student academic progress and postgraduate preparation. In general, Portsmouth continues to perform well above State and national averages on many indicators of student progress.

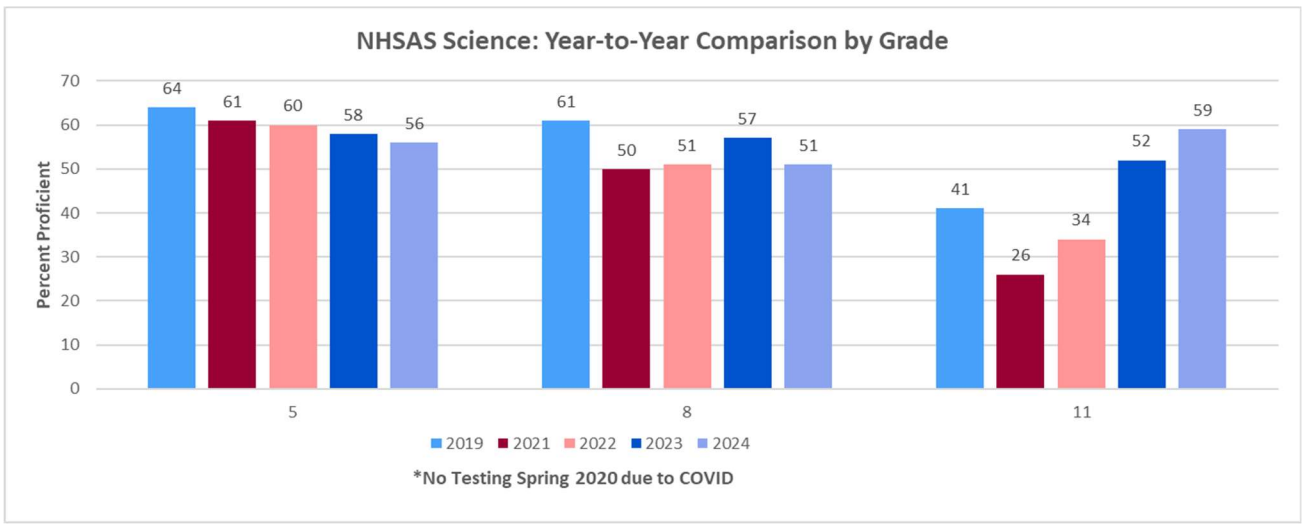

2024 English Language Arts State Assessment Proficiency
Portsmouth/NH
Percent Proficient
90
80
70
60
50
40
30
20
10
0
75
50
79
50
79
56
70
52
74
54
76
49
79
63
Grade 3
Grade 4
Grade 5
Grade 6
Grade 7
Grade 8
Grade 11
Portsmouth
NH

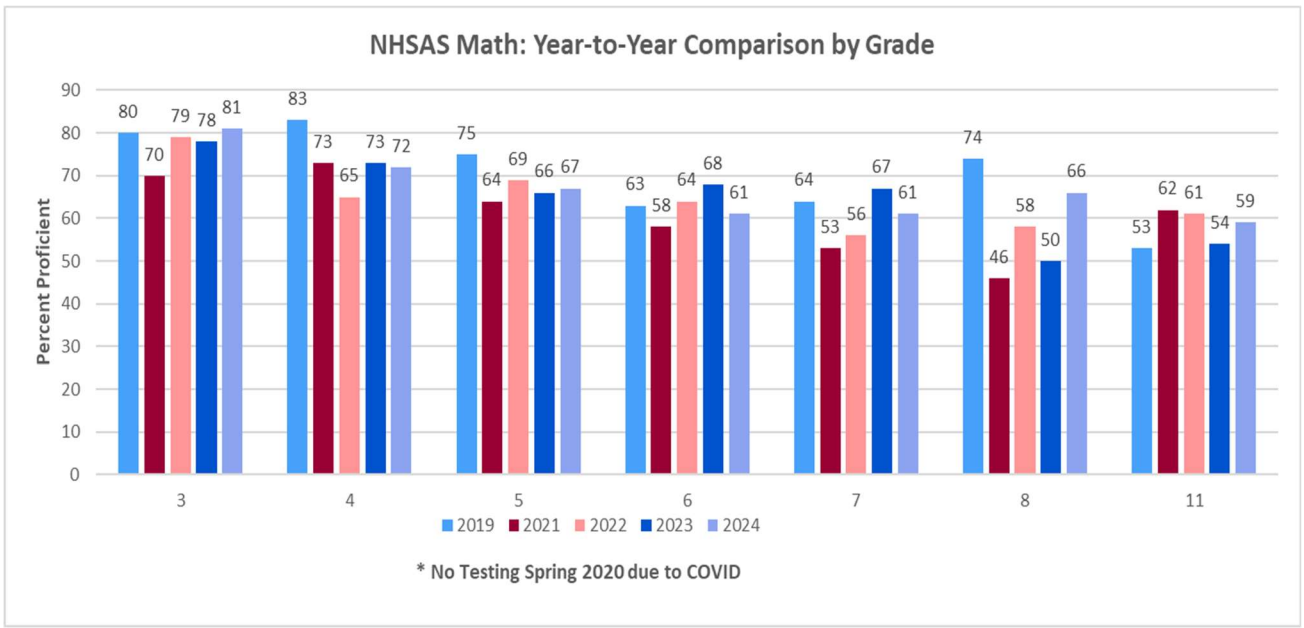

2024 Science State Assessment Proficiency
Portsmouth/NH
Percent Proficient
70
60
50
40
30
20
10
0
56
36
51
34
59
39
Grade 5
Grade 8
Grade 11
Portsmouth
NH


Grade 11 Mean SAT Scores 2020-2024
Score
590
580
570
560
550
540
530
520
510
500
571
583
554
554
553
555
530
535
551
561
2020*
2021
2022
2023
2024
* Test Administered in Fall of 2020 Due to Pandemic
Math
Evidence-Based Reading and Writing


2024 Mathematics State Assessment Proficiency
Portsmouth/NH
Percent Proficient
90
80
70
60
50
40
30
20
10
0
81
53
72
49
67
40
61
41
61
40
66
37
59
30
Grade 3
Grade 4
Grade 5
Grade 6
Grade 7
Grade 8
Grade 11
Portsmouth
NH


NHSAS ELA: Year-to-Year Comparison by Grade
Percent Proficient
90
80
70
60
50
40
30
20
10
0
77 69 74 71 75
82 78 73 80 79
82 85 79 74 79
66 63 75 65 70
73 71 78 85 74
72 65 70 79 76
72 78 79 77 79
3
4
5
6
7
8
11
2019 2021 2022 2023 2024
*No Testing Spring 2020 due to COVID


NHSAS Science: Year-to-Year Comparison by Grade
Percent Proficient
70
60
50
40
30
20
10
0
64 61 60 58 56
61 50 51 57 51
41 26 34 52 59
5
8
11
2019 2021 2022 2023 2024
*No Testing Spring 2020 due to COVID


NHSAS Math: Year-to-Year Comparison by Grade
Percent Proficient
90
80
70
60
50
40
30
20
10
0
80 70 79 78 81
83 73 65 73 72
75 64 69 66 67
63 58 64 68 61
64 53 56 67 61
74 46 58 50 66
53 62 61 54 59
3
4
5
6
7
8
11
2019 2021 2022 2023 2024
* No Testing Spring 2020 due to COVID

PORTSMOUTH SCHOOL DEPARTMENT
SUMMARY OF COMBINED FINANCIAL OPERATIONS
For Budget Year 2025-2026
(Based on Pro Forma Revenue & Expenditure Estimates)

		GENERAL FUND		SPECIAL REVENUE FUND	CAPITAL PROJECTS FUND	SPECIAL REVENUE-FOOD SERVICE	TOTAL FUNDS		%
REVENUES:									
LOCAL	TAX APPROPRIATION	59,465,034	a	0	3,882,329	0	**63,347,363**	b	82.3%
	TUITION	7,119,764		1,218,258			**8,338,022**		10.8%
	OTHER	20,000		101,924		703,000	**824,924**		1.1%
	TRANSFER IN			773,906		52,000	**825,906**		1.1%
	GRANTS			186,582			**186,582**		0.2%
	Total Local Support						**73,522,797**		**95.5%**
STATE	SPECIAL EDUCATION AID			527,042			**527,042**		0.7%
	SCHOOL BUILDING AID				740,974		**740,974**		1.0%
	REIMBURSEMENT					12,500	**12,500**		0.0%
	KINDERGARTEN AID						**0**		0.0%
	Total State Support						**1,280,516**		**1.7%**
FEDERAL	REIMBURSEMENT					399,317	**399,317**		0.5%
	GRANTS			1,324,783		51,717	**1,376,500**		1.8%
	MEDICAID REIMBURSEMENT			390,000			**390,000**		0.5%
	Total Federal Support						**2,165,817**		**2.8%**
TOTAL REVENUES		**66,604,798**		**4,522,495**	**4,623,303**	**1,218,534**	**76,969,130**		**100.0%**
EXPENDITURES:									
FOR ALL FUNDS									
	ELEMENTARY	23,273,992		1,517,364		469,183	**25,260,539**		32.8%
	MIDDLE SCHOOL	14,705,493		843,526		361,223	**15,910,242**		20.7%
	HIGH SCHOOL	27,407,055		2,161,605		388,128	**29,956,788**		38.9%
	TRANSFER OUT	1,218,258					**1,218,258**		1.6%
BONDED CAPITAL PROJECTS (CIP FUNDED)									
	INTEREST EXPENSE				1,249,803		**1,249,803**		1.6%
	DEBT REDUCTION (PRINCIPAL)				3,315,000		**3,315,000**		4.3%
	PROJECTED FUTURE DEBT				58,500		**58,500**		0.1%
TOTAL EXPENDITURES		**66,604,798**	c	**4,522,495**	**4,623,303**	b **1,218,534**	**76,969,130**		100.0%

NOTES:
- a: Includes $11,022,761 of Statewide Education Property Tax collected locally
- b: Debt service is part of the City Capital Fund and is included here for memo purposes only
- c: Budget Recommended by the Portsmouth School Board

PORTSMOUTH SCHOOL DEPARTMENT

SUMMARY OF SPECIAL REVENUE PROGRAMS

For Budget Year 2025-2026

(Based on Pro Forma Revenue & Expenditure Estimates)

		Fund 2 FEDERAL "PASS THRU" GRANTS	Fund 3 LOCAL GRANTS	Fund 4 FOOD SERVICE	Fund 7 TUITION "RJLA"	Fund 7 TUITION SPED	Fund 7 TUITION "LITTLE-CLIPPER"	Fund 7 FEES SUMMER SCHOOL	Fund 7 FEES DRAMA	TOTAL	%
REVENUES:											
LOCAL	TAX APPROPRIATION									**0**	0.0%
	TUITION				761,860	456,398				**1,218,258**	21.2%
	OTHER			703,000	0		79,924	12,000	10,000	**804,924**	14.0%
	TRANSFER IN		20,000	52,000	403,906	350,000				**825,906**	14.4%
	GRANTS		186,582							**186,582**	3.2%
STATE	SPECIAL EDUCATION AID					527,042				**527,042**	9.2%
	SCHOOL BUILDING AID									**0**	0.0%
	DRIVERS EDUCATION AID									**0**	0.0%
	REIMBURSEMENT			12,500						**12,500**	0.2%
	ADEQUATE EDUCATION GRANT									**0**	0.0%
FEDERAL	REIMBURSEMENT			399,317						**399,317**	7.0%
	GRANTS	1,324,783		51,717						**1,376,500**	24.0%
	MEDICAID REIMBURSEMENT					390,000				**390,000**	6.8%
TOTAL REVENUES		**1,324,783**	**206,582**	**1,218,534**	**1,165,766**	**1,723,440**	**79,924**	**12,000**	**10,000**	**5,741,029**	100.0%
EXPENDITURES:											
GENERAL FUND		0	0	0	0	0	0	0		**0**	
CATEGORICAL FUNDS											
	ELEMENTARY	529,913	46,840	469,183		526,102				**1,572,038**	27.4%
	MIDDLE SCHOOL	331,196	34,897	361,223		416,627		4,000		**1,147,943**	20.0%
	HIGH SCHOOL	463,674	124,845	388,128	1,165,766	780,711	79,924	8,000	10,000	**3,021,048**	52.6%
TOTAL EXPENDITURES		**1,324,783**	**206,582**	**1,218,534**	**1,165,766**	**1,723,440**	**79,924**	**12,000**	**10,000**	**5,741,029**	100.0%

FY26 BUDGETED POSITION AND SALARY DETAIL

Note: Salaries include Longevity and Advanced Degree Stipends where applicable

	FTE	UNION	POSITION	SALARY
CENTRAL OFFICE				
ADMINISTRATION	1.00	CONTRACT	SUPERINTENDENT	187,637
	1.00	N/A	ASSISTANT SUPERINTENDENT	164,582
	1.00	N/A	BUSINESS ADMINISTRATOR	143,808
CLERICALS	1.00	N/A	EXEC ASST TO THE SUPERINTENDENT	81,389
	1.00	CLERICAL	ADMIN ASST TO THE ASST SUPERINTENDENT	65,819
	1.00	CLERICAL	ADMIN ASST TO THE DIR OF PUPIL SERVICES	67,633
	2.75	CLERICAL	ACCOUNTING ASST/AP/HR	186,155
SPECIALISTS	1.00	N/A	ASSISTANT BUSINESS ADMINISTRATOR	108,150
ADMINISTRATIVE	*		ADMINISTRATIVE DEGREE, EXTRA DAY	8,500
PROFESSIONALS	*		CNTRL OFF, DEGREE, EXTRA DAY, MOVING EXP. MENTOR, TQP	193,506
CLERICALS	*		CLERICAL, EXTRA DAY	600
CUSTODIANS	*		CUSTODIAL, EXTRA DAY	600
	9.75		**TOTAL CENTRAL OFFICE**	**1,208,379**
DONDERO ELEMENTARY SCHOOL				
ADMINISTRATION	1.00	ADMIN	PRINCIPAL	149,799
PROFESSIONALS	4.00	PROF	GRADE 1 TEACHER	292,356
	4.00	PROF	GRADE 2 TEACHER	374,779
	2.00	PROF	GRADE 3 TEACHER	205,353
	3.00	PROF	GRADE 4 TEACHER	285,011
	4.00	PROF	GRADE 5 TEACHER	388,922
	3.00	PROF	KINDERGARTEN TEACHER	275,155
	1.00	PROF	GUIDANCE COUNSELOR	100,643
	1.00	PROF	ELEMENTARY LIBRARIAN	102,675
PARAEDUCATORS	0.93	PARA	LIBRARY PARA	32,901
MONITORS	*	N/A	LUNCHROOM MONITORS	12,515
CLERICALS	0.88	CLERICAL	ELEMENTARY PRINCIPAL'S SECRETARY	53,119
CUSTODIANS	1.00	CUST SUPER	CUSTODIAL SUPERVISOR	59,436
	2.00	CUST	CUSTODIAN	91,831
	27.81		**TOTAL DONDERO SCHOOL**	**2,424,495**

FY26 BUDGETED POSITION AND SALARY DETAIL

Note: Salaries include Longevity and Advanced Degree Stipends where applicable

	FTE	UNION	POSITION	SALARY
LITTLE HARBOUR ELEMENTARY SCHOOL				
ADMINISTRATION	1.00	ADMIN	PRINCIPAL	148,760
PROFESSIONALS	3.00	PROF	GRADE 1 TEACHER	298,285
	4.00	PROF	GRADE 2 TEACHER	442,476
	3.00	PROF	GRADE 3 TEACHER	312,854
	3.00	PROF	GRADE 4 TEACHER	282,192
	3.00	PROF	GRADE 5 TEACHER	294,332
	3.00	PROF	KINDERGARTEN TEACHER	298,122
	2.00	PROF	INTERVENTIONIST	191,726
	2.00	PROF	GUIDANCE COUNSELOR	179,457
	1.00	PROF	ELEMENTARY LIBRARIAN	95,150
MONITORS	*	N/A	LUNCHROOM MONITORS	6,257
CLERICALS	0.88	CLERICAL	ELEMENTARY PRINCIPAL'S SECRETARY	51,688
CUSTODIANS	1.00	CUST SUPER	CUSTODIAL SUPERVISOR	58,783
	2.00	CUST	CUSTODIAN	102,358
	0.38	CUST	CUSTODIAN	19,550
	29.26		**TOTAL LITTLE HARBOUR SCHOOL**	**2,781,990**
NEW FRANKLIN ELEMENTARY SCHOOL				
ADMINISTRATION	1.00	ADMIN	PRINCIPAL	152,619
PROFESSIONALS	2.00	PROF	GRADE 1 TEACHER	155,723
	3.00	PROF	GRADE 2 TEACHER	292,097
	2.00	PROF	GRADE 3 TEACHER	199,591
	2.00	PROF	GRADE 4 TEACHER	203,318
	2.00	PROF	GRADE 5 TEACHER	186,389
	3.00	PROF	KINDERGARTEN TEACHER	277,642
	2.00	PROF	GUIDANCE COUNSELOR	199,804
	1.00	PROF	ELEMENTARY LIBRARIAN	71,178
PARAEDUCATORS	1.00	PARA	LIBRARY PARA	35,431
MONITORS	*	N/A	LUNCH ROOM MONITORS	12,758
CLERICALS	0.88	CLERICAL	ELEMENTARY PRINCIPAL'S SECRETARY	51,725
CUSTODIANS	1.00	CUST SUPER	CUSTODIAL SUPERVISOR	59,934
	1.63	CUST	CUSTODIAN	82,852
	22.51		**TOTAL NEW FRANKLIN SCHOOL**	**1,981,061**

FY26 BUDGETED POSITION AND SALARY DETAIL

Note: Salaries include Longevity and Advanced Degree Stipends where applicable

	FTE	UNION	POSITION	SALARY
PORTSMOUTH MIDDLE SCHOOL				
ADMINISTRATION	1.00	ADMIN	PRINCIPAL	152,453
	0.95	ADMIN	ASSISTANT PRINCIPAL	130,295
PROFESSIONALS	8.00	PROF	GRADE 6 TEACHER	789,960
	8.00	PROF	GRADE 7 TEACHER	740,021
	8.00	PROF	GRADE 8 TEACHER	710,292
	1.00	PROF	MATH INTERVENTIONIST	111,568
	1.00	PROF	FRENCH TEACHER	108,242
	1.00	PROF	SPANISH TEACHER	104,365
	0.50	PROF	ITALIAN TEACHER (ELEM)	34,247
	1.00	PROF	COMPUTER TEACHER	87,847
	3.00	PROF	GUIDANCE COUNSELOR	304,415
	1.00	PROF	LIBRARIAN	98,542
	*		SUMMER SCHOOL INSTRUCTORS	5,656
PARAEDUCATORS	0.39	PARA	LIBRARY PARA	16,833
	1.00	TUTOR	MATH TUTOR	39,740
CLERICALS	1.76	CLERICAL	MIDDLE SCHOOL PRINCIPAL'S SECRETARY	102,603
	0.88	CLERICAL	MIDDLE SCHOOL GUIDANCE SECRETARY	50,753
CUSTODIANS	1.00	CUST SUPER	CUSTODIAL SUPERVISOR	59,549
	5.00	CUST	CUSTODIAN	252,595
	44.48		**TOTAL MIDDLE SCHOOL**	**3,899,976**
PORTSMOUTH HIGH SCHOOL				
ADMINISTRATION	1.00	ADMIN	PRINCIPAL	159,343
	0.95	ADMIN	ASSISTANT PRINCIPAL	141,844
	0.95	ADMIN	CURRICULUM DIRECTOR	134,322
	0.92	ADMIN	ASSISTANT PRINCIPAL	133,503
PROFESSIONALS	11.66	PROF	ENGLISH TEACHER	1,137,914
	7.00	PROF	FOREIGN LANGUAGE TEACHER	720,666
	13.00	PROF	MATH TEACHER	1,264,102
	13.00	PROF	SCIENCE TEACHER	1,206,523
	9.00	PROF	SOCIAL STUDIES TEACHER	941,599
	4.31	PROF	GUIDANCE COUNSELOR	423,484
	*		SUMMER SCHOOL INSTRUCTORS	6,000
	*		SATURDAY SCHOOL TUTOR	6,080
	0.93	N/A	IN SCHOOL SUSPENSION	40,114
LIBRARY	1.00	PROF	LIBRARIAN	92,932
	1.00	TUTOR	LIBRARY TUTOR	43,608
	0.39	PARA	LIBRARY PARA	15,516

FY26 BUDGETED POSITION AND SALARY DETAIL

Note: Salaries include Longevity and Advanced Degree Stipends where applicable

	FTE	UNION	POSITION	SALARY
CLERICALS	1.00	CLERICAL	ADM ASST TO THE HS PRINCIPAL	64,721
	0.94	CLERICAL	HS BUSINESS OFFICE ASSISTANT	62,302
	1.70	CLERICAL	HS ASSISTANT PRINCIPAL'S SECRETARY	99,130
	0.82	CLERICAL	HS COMMUNICATIONS/RECEPTIONIST	48,979
	0.88	CLERICAL	HS GUIDANCE DEPT SECRETARY	49,275
	1.00	CLERICAL	HS REGISTRAR	64,721
CUSTODIANS	2.00	CUST SUPER	CUSTODIAL SUPERVISOR	125,844
	4.00	CUST	DAY SHIFT CUSTODIAN	195,120
	5.00	CUST	NIGHT SHIFT CUSTODIAN	243,409
	82.45		**TOTAL HIGH SCHOOL**	**7,421,051**
ART				
PROFESSIONALS	1.00	PROF	DO ART TEACHER	88,982
	1.00	PROF	LH ART TEACHER	92,912
	0.80	PROF	NF ART TEACHER	60,665
	2.00	PROF	PMS ART TEACHER	208,901
	3.00	PROF	PHS ART TEACHER	279,654
	7.80		**TOTAL ART**	**731,114**
PERFORMING ARTS				
PROFESSIONALS	1.10	PROF	DO MUSIC TEACHER	90,431
	1.10	PROF	LH MUSIC TEACHER	109,895
	1.10	PROF	NF MUSIC TEACHER	109,916
	2.40	PROF	PMS MUSIC TEACHER	227,647
	2.30	PROF	PHS MUSIC TEACHER	234,201
	1.00	PROF	PHS DRAMA TEACHER	56,676
	9.00		**TOTAL PERFORMING ARTS**	**828,766**
PHYSICAL ED / HEALTH ED				
PROFESSIONALS	1.00	PROF	DO PHYS ED TEACHER	100,643
	1.00	PROF	LH PHYS ED TEACHER	96,147
	1.00	PROF	NF PHYS ED TEACHER	103,347
	2.00	PROF	PMS PHYS ED TEACHER	192,340
	1.00	PROF	PMS HEALTH ED TEACHER	96,460
	2.84	PROF	PHS PHYS ED TEACHER	290,789
	1.16	PROF	PHS HEALTH ED TEACHER	104,909
	1.00	PROF	ADAPTIVE PHYS ED TEACHER	98,542
	11.00		**TOTAL PHYS ED / HEALTH ED**	**1,083,177**
TECHNICAL CAREERS				
PROFESSIONALS	3.00	PROF	PMS TECH CAREERS TEACHER	275,691
	9.00	PROF	PHS TECH CAREERS TEACHER	787,849
ADMINISTRATION	0.95	ADMIN	TECHNICAL CAREERS DIRECTOR	130,295
CLERICALS	0.88	CLERICAL	TECH CAREERS CLERICAL	38,086
	13.83		**TOTAL TECH CAREERS**	**1,231,921**

FY26 BUDGETED POSITION AND SALARY DETAIL

Note: Salaries include Longevity and Advanced Degree Stipends where applicable

	FTE	UNION	POSITION	SALARY
ATHLETICS				
ADMINISTRATION	1.00	ADMIN	ATHLETIC DIRECTOR	130,653
CLERICALS	1.00	CLERICAL	ATHLETIC DEPT CLERICAL	66,506
	2.00		**TOTAL ATHLETICS**	**197,159**
ELEMENTARY MATHEMATICS				
PROFESSIONALS	1.00	PROF	ELEM MATH SPECIALIST	74,950
	1.00		**TOTAL ELEM MATH**	**74,950**
HEALTH SERVICES				
PROFESSIONALS	1.00	PROF	DO NURSE	85,727
	1.00	PROF	LH NURSE	76,167
	1.00	PROF	NF NURSE	103,417
	1.00	PROF	PMS NURSE	92,932
	1.60	PROF	PHS NURSE	166,315
	5.60		**TOTAL HEALTH SERVICES**	**524,558**
WELLNESS				
PROFESSIONALS	1.00	PROF	SOCIAL WORKER	98,542
	1.00		**TOTAL WELLNESS**	**98,542**
MEDIA SERVICES				
TECHNICIANS	1.00	PROF	MEDIA TECHNICIAN III	80,980
	1.00		**TOTAL MEDIA SERVICES**	**80,980**
SYSTEM-WIDE PSYCHOLOGIST				
PROFESSIONALS	3.00	PROF	SYSTEM PSYCHOLOGIST	258,066
	2.00	PROF	BCBA	176,611
	5.00		**TOTAL PSYCHOLOGIST**	**434,677**
CURRICULUM ADMINISTRATION				
ADMINISTRATION	0.92	ADMIN	ELEM CURRICULUM DIRECTOR	132,865
	0.92		**TOTAL CURRICULUM**	**132,865**
READING INSTRUCTION				
PROFESSIONALS	2.00	PROF	DO READING TEACHER	182,836
	2.00	PROF	LH READING TEACHER	202,857
	2.00	PROF	NF READING TEACHER	208,145
	1.00	PROF	PMS READING TEACHER	104,710
	7.00		**TOTAL READING**	**698,548**

FY26 BUDGETED POSITION AND SALARY DETAIL

Note: Salaries include Longevity and Advanced Degree Stipends where applicable

	FTE	UNION	POSITION	SALARY
PEEP - DEVELOPMENTAL PRESCHOOL				
PROFESSIONALS	3.80	PROF	PEEP PRESCHOOL TEACHER	361,296
PARAEDUCATORS	2.96	PARA	PEEP PRESCHOOL PARA	115,390
	6.76		**TOTAL PEEP PRESCHOOL**	**476,686**
SPECIAL ED ELEMENTARY				
ADMINISTRATION	0.33	ADMIN	ELEM SPEC ED DIRECTOR	47,315
PROFESSIONALS	4.00	PROF	DO SPEC ED TEACHER	344,924
	4.00	PROF	LH SPEC ED TEACHER	385,631
	4.00	PROF	NF SPEC ED TEACHER	356,827
PARAEDUCATORS	9.88	PARA	DO SPEC ED PARA	377,890
	8.98	PARA	LH SPEC ED PARA	330,985
	11.16	PARA	NF SPEC ED PARA	411,278
SUMMER SCHOOL	*		SUMMER SCHOOL INSTRUCTORS	50,000
	42.35		**TOTAL ELEMENTARY SPECIAL EDUCATION**	**2,304,850**
SPECIAL ED MIDDLE				
ADMINISTRATION	0.33	ADMIN	PMS SPEC ED DIRECTOR	47,314
PROFESSIONALS	6.00	PROF	MS SPEC ED TEACHER	557,893
PARAEDUCATORS	5.04	PARA	MS SPEC ED PARA	191,712
SUMMER SCHOOL	*		SUMMER SCHOOL INSTRUCTORS	18,000
	11.37		**TOTAL MIDDLE SCHOOL SPECIAL EDUCATION**	**814,919**
SPECIAL ED SECONDARY				
ADMINISTRATION	0.34	ADMIN	PHS SPEC ED DIRECTOR	48,748
PROFESSIONALS	5.00	PROF	PHS SPEC ED TEACHER	507,333
PARAEDUCATORS	3.18	PARA	PHS SPEC ED PARA	110,066
CLERICALS	0.94	CLERICAL	PHS SPEC ED CLERICAL	62,410
SUMMER SCHOOL	*		SUMMER SCHOOL INSTRUCTORS	14,000
	9.46		**TOTAL HIGH SCHOOL SPECIAL EDUCATION**	**742,557**

FY26 BUDGETED POSITION AND SALARY DETAIL

Note: Salaries include Longevity and Advanced Degree Stipends where applicable

	FTE	UNION	POSITION	SALARY
SPED SPEECH				
PROFESSIONALS	1.50	PROF	DO SPEECH TEACHER	134,339
	1.00	PROF	PEEP SPEECH TEACHER	96,011
	1.00	PROF	LH SPEECH TEACHER	91,269
	1.50	PROF	NF SPEECH TEACHER	159,144
	1.00	PROF	PMS SPEECH TEACHER	74,068
	1.00	PROF	PHS SPEECH TEACHER	109,254
	7.00		**TOTAL SPEECH**	**664,085**
OCCUPATIONAL THERAPY				
PROFESSIONALS	2.00	PROF	ELEM OT TEACHER	177,743
	0.50	PROF	PMS OT TEACHER	46,811
	0.50	PROF	PHS OT TEACHER	38,020
	3.00		**TOTAL OT**	**262,574**
ENGLISH SECOND LANGUAGE				
PROFESSIONALS	4.10	PROF	ESL TEACHER	371,584
PARAEDUCATORS	1.40	PARA	ESL PARA	57,950
	5.50		**TOTAL ESL**	**429,534**
ADAPTIVE SERVICES				
TUTORS	*		TUTOR SERVICES	0
	0.00		**TOTAL ADAPTIVE SERVICES**	**0**
BUILDINGS AND GROUNDS				
ADMINISTRATION	1.00	N/A	FACILITIES DIRECTOR	107,917
MAINTENANCE	4.00	N/A	MAINTENANCE	265,396
	5.00		**TOTAL MAINTENANCE**	**373,313**
TECHNOLOGY PLAN				
TECHNICIANS	4.00	N/A	TECHNICIAN	357,790
	1.00	N/A	NETWORK ADMINISTRATOR	120,753
	0.20	N/A	19 - CYBERSECURITY ANALYST	27,297
	5.20		**TOTAL TECHNOLOGY**	**505,840**
DATA MANAGEMENT				
TECHNICIANS	2.00	N/A	DATABASE ADMINISTRATOR	169,937
	2.00		**TOTAL DATA MANAGEMENT**	**169,937**
	379.05		**GRAND TOTAL**	**32,578,504**

		FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
SYSTEM WIDE BENEFITS					
COST CENTER 100					
0211	HEALTH INSURANCE	9,130,738	9,075,453	9,963,182	10,501,194
0212	DENTAL INSURANCE	586,005	569,215	617,200	637,874
0213	LIFE INSURANCE	99,693	90,067	93,492	95,362
0214	DISABILITY INSURANCE	121,040	122,643	130,942	133,561
0220	FICA	30,600	16,752	30,600	26,775
0231	RETIREMENT NON-TEACHER	10,824	35	10,824	10,000
0232	RETIREMENT TEACHER	62,848	33,547	62,848	48,075
0239	RETIREMENT SEVERENCE	300,000	300,000	300,000	250,000
0241	COURSE REIMB ADMIN	23,520	2,180	23,550	18,000
0242	COURSE REIMB TEACHERS	219,015	219,833	233,616	245,760
0243	COURSE REIMB CLERICALS	4,000	569	4,000	4,000
0244	COURSE REIMB PARAS	12,000	7,639	15,000	15,000
0245	COURSE REIMB TECHNICIANS	6,000	-	4,000	4,000
0250	UNEMPLOYMENT COMPENSATION	5,000	416	5,000	5,000
0260	WORKER'S COMP INSURANCE	156,308	156,308	164,124	148,048
0270	OTHER HEALTH BENEFITS/EAP	6,200	5,768	7,560	7,560
0280	CONFERENCE ALLOWANCE	10,600	7,891	18,350	18,350
0290	ASSOCIATION DUES	8,640	11,049	8,640	10,000
0840	CONTINGENCY	-	7,076	-	-
	Total	**10,793,031**	**10,626,440**	**11,692,928**	**12,178,559**
DONDERO SCHOOL					
COST CENTER 102					
0101	ADMINISTRATIVE	141,846	141,846	145,662	149,799
0102	TEACHER	1,811,883	1,826,629	1,974,263	2,024,894
0105	CLERICAL	49,276	49,375	51,616	53,119
0106	PARAPROFESSIONAL	29,369	26,279	31,992	32,901
0107	MONITOR	10,936	12,923	12,150	12,515
0110	CUSTODIAL	153,287	121,940	149,684	151,267
0114	EXTRA-CURRICULA	13,420	5,660	13,684	7,464
0121	SUBS PROF - SHORT TERM	19,637	33,032	23,625	28,350
0122	SUBS PROF - LONG TERM	21,524	14,137	33,284	39,941
0127	SUBS NONPROF - SHORT TERM	8,945	8,521	5,206	5,990
0131	OVERTIME - CLERICAL	322	-	332	332
0133	OVERTIME - CUSTODIAL	5,051	19,646	5,203	5,360
0220	FICA	173,313	167,969	187,177	192,164
0231	RETIREMENT NON-TEACHER	32,109	25,584	32,315	30,980
0232	RETIREMENT TEACHER	386,350	387,373	419,044	419,632
0320	CONTRACT SERVICE;PUPILS	3,325	3,325	3,325	3,325
0430	REPAIRS & MAINTENANCE	250	-	250	250
0534	POSTAGE	600	239	600	500
0550	PRINTING	14,520	19,505	14,686	15,500
0610	GENERAL SUPPLIES	24,000	18,245	24,850	18,900
0641	BOOKS	20,250	18,479	20,250	18,300
0642	SOFTWARE	3,600	238	3,600	2,400
0644	PERIODICALS	660	-	660	660
0737	REPLACEMENT EQUIPMNT	5,000	4,575	5,000	3,000
0810	DUES AND FEES	100	-	100	-
	Total	**2,929,573**	**2,905,520**	**3,158,558**	**3,217,543**

		FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
LITTLE HARBOUR SCHOOL					
COST CENTER 104					
0101	ADMINISTRATIVE	269,167	269,764	144,652	148,760
0102	TEACHER	2,389,546	2,359,064	2,367,805	2,394,594
0105	CLERICAL	50,114	50,113	51,653	51,688
0107	MONITOR	10,936	2,801	12,150	6,257
0110	CUSTODIAL	167,087	133,987	173,943	180,691
0114	EXTRA-CURRICULA	13,420	20,190	13,684	13,684
0121	SUBS PROF - SHORT TERM	19,280	51,849	28,125	20,244
0122	SUBS PROF - LONG TERM	22,114	33,795	33,284	26,537
0127	SUBS NONPROF - SHORT TERM	11,322	5,213	4,856	11,900
0131	OVERTIME - CLERICAL	475	668	490	504
0133	OVERTIME - CUSTODIAL	5,051	6,152	5,203	5,351
0220	FICA	226,329	218,439	216,946	218,808
0231	RETIREMENT NON-TEACHER	30,136	26,022	31,294	30,376
0232	RETIREMENT TEACHER	524,809	516,110	496,136	491,721
0320	CONTRACT SERVICE;PUPILS	3,325	-	3,325	3,325
0430	REPAIRS & MAINTENANCE	250	-	250	250
0534	POSTAGE	500	73	500	250
0550	PRINTING	21,000	27,593	16,000	27,250
0596	CONF/MTGS OUT OF DISTRICT	600	-	600	600
0610	GENERAL SUPPLIES	27,234	16,137	27,054	27,483
0641	BOOKS	14,240	9,241	14,240	14,400
0642	SOFTWARE	600	3,795	600	1,000
0644	PERIODICALS	1,152	-	1,152	1,220
0737	REPLACEMENT EQUIPMNT	9,500	8,396	9,500	5,200
0810	DUES & FEES	100	-	100	-
	Total	**3,818,287**	**3,759,402**	**3,653,542**	**3,682,093**
NEW FRANKLIN SCHOOL					
COST CENTER 105					
0101	ADMINISTRATIVE	144,517	144,517	148,404	152,619
0102	TEACHER	1,732,026	1,547,143	1,672,358	1,585,742
0105	CLERICAL	50,150	50,149	51,689	51,725
0106	PARAPROFESSIONAL	31,628	30,672	34,453	35,431
0107	MONITOR	10,936	12,221	12,150	12,758
0110	CUSTODIAL	129,789	112,988	139,568	142,786
0114	EXTRA-CURRICULA	13,420	8,585	13,684	13,684
0121	SUBS PROF - SHORT TERM	11,507	27,570	21,375	25,650
0122	SUBS PROF - LONG TERM	13,217	-	24,963	29,956
0127	SUBS NONPROF - SHORT TERM	971	6,310	1,001	1,032
0131	OVERTIME - CLERICAL	214	-	221	228
0133	OVERTIME - CUSTODIAL	3,369	7,019	3,471	3,576
0220	FICA	163,847	145,818	162,438	157,225
0231	RETIREMENT NON-TEACHER	29,112	23,022	31,040	29,805
0232	RETIREMENT TEACHER	371,192	333,335	360,288	336,921
0320	CONTRACT SERVICE;PUPILS	1,800	1,800	2,500	2,000
0430	REPAIRS & MAINTENANCE	-	-	-	-
0534	POSTAGE	285	207	300	250
0550	PRINTING	9,374	19,174	13,324	13,985
0610	GENERAL SUPPLIES	18,650	17,294	23,223	21,000
0641	BOOKS	11,950	11,167	12,600	10,625
0642	SOFTWARE	3,300	2,639	4,500	4,500
0644	PERIODICALS	2,650	1,776	2,900	2,900
0733	NEW EQUIPMENT	7,600	4,809	-	-
0737	REPLACEMENT EQUIPMNT	2,500	1,532	3,500	2,000
	Total	**2,764,004**	**2,509,747**	**2,739,950**	**2,636,398**

		FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
MIDDLE SCHOOL					
COST CENTER 108					
0101	ADMINISTRATIVE	266,956	267,505	274,940	282,748
0102	TEACHER	2,953,929	2,772,686	2,997,298	3,095,155
0105	CLERICAL	147,399	148,044	151,880	153,356
0106	PARAPROFESSIONAL	52,428	58,528	53,730	56,573
0110	CUSTODIAL	288,165	268,506	300,017	312,144
0114	EXTRA-CURRICULA	38,016	37,418	38,767	33,791
0121	SUBS PROF - SHORT TERM	30,182	59,406	38,250	45,900
0122	SUBS PROF - LONG TERM	34,617	49,039	41,604	49,925
0127	SUBS NONPROF - SHORT TERM	2,085	6,241	2,149	2,215
0133	OVERTIME - CUSTODIAL	6,734	5,305	6,937	7,147
0220	FICA	292,273	271,467	298,780	308,986
0231	RETIREMENT NON-TEACHER	64,745	62,255	67,310	65,331
0232	RETIREMENT TEACHER	640,052	582,554	650,284	656,072
0320	CONTRACT SERVICE;PUPILS	-	-	-	18,000
0430	REPAIRS & MAINTENANCE	300	-	300	-
0534	POSTAGE	2,000	1,230	800	800
0550	PRINTING	21,260	29,662	20,130	22,241
0610	GENERAL SUPPLIES	57,755	61,018	62,605	58,593
0641	BOOKS	18,880	18,175	27,400	24,100
0642	SOFTWARE	800	-	450	2,950
0644	PERIODICALS	5,337	4,962	3,917	2,845
0810	DUES & FEES	2,075	864	2,075	2,075
	Total	**4,925,988**	**4,704,864**	**5,039,623**	**5,200,947**
HIGH SCHOOL					
COST CENTER 109					
0101	ADMINISTRATIVE	538,805	538,805	553,298	569,012
0102	TEACHER	5,828,407	5,732,540	6,009,470	5,793,220
0105	CLERICAL	367,587	351,654	379,725	389,128
0106	PARAPROFESSIONAL	90,196	58,071	95,385	105,318
0110	CUSTODIAL	531,588	376,989	539,382	564,373
0114	EXTRA-CURRICULA	63,289	58,197	64,542	64,542
0121	SUBS PROF - SHORT TERM	30,960	140,749	58,000	69,600
0122	SUBS PROF - LONG TERM	52,721	139,030	49,925	59,910
0127	SUBS NONPROF - SHORT TERM	7,489	26,782	7,715	7,947
0131	OVERTIME - CLERICAL	2,103	540	2,167	2,233
0133	OVERTIME - CUSTODIAL	15,433	60,796	15,896	16,373
0135	OVERTIME - SECURITY	2,615	-	2,700	-
0220	FICA	576,144	554,114	595,042	584,593
0231	RETIREMENT NON-TEACHER	136,524	117,894	140,073	137,375
0232	RETIREMENT TEACHER	1,262,956	1,239,168	1,301,609	1,235,872
0320	CONTRACT SERVICE;PUPILS	3,839	5,586	3,916	15,750
0430	REPAIRS & MAINTENANCE	500	-	500	750
0440	RENTALS	1,800	1,711	1,800	1,800
0534	POSTAGE	3,000	2,999	3,000	3,000
0550	PRINTING	62,829	53,997	61,009	61,509
0580	TRAVEL	500	1,371	1,700	1,700
0610	GENERAL SUPPLIES	62,225	59,524	58,217	58,715
0641	BOOKS	42,160	47,051	31,354	22,745
0642	SOFTWARE	21,857	22,184	38,217	56,572
0644	PERIODICALS	5,150	2,261	6,022	4,586
0733	NEW EQUIPMENT	6,540	21,172	12,030	14,400
0810	DUES & FEES	5,710	2,689	6,705	3,304
0890	MISCELLANEOUS	13,000	25,256	13,260	13,750
	Total	**9,735,927**	**9,641,130**	**10,052,659**	**9,858,077**

		FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
ART					
COST CENTER 110					
0102	TEACHER	669,782	658,396	718,000	731,114
0220	FICA	51,241	48,201	54,930	55,932
0232	RETIREMENT TEACHER	131,548	129,210	141,017	140,595
0610	GENERAL SUPPLIES	58,246	54,353	57,779	57,253
0733	NEW EQUIPMENT	-	-	4,000	-
0320	CONTRACT SERVICE;PUPILS	2,000	1,950	2,000	2,000
0430	REPAIRS & MAINTENANCE	1,400	1,335	2,050	3,850
	Total	**914,217**	**893,445**	**979,776**	**990,744**
PERFORMING ARTS					
COST CENTER 111					
0102	TEACHER	794,509	798,305	826,680	828,766
0114	EXTRA-CURRICULA	71,527	71,832	73,186	73,186
0220	FICA	66,259	63,878	68,844	69,003
0232	RETIREMENT TEACHER	170,097	169,168	176,737	173,451
0320	CONTRACT SERVICE;PUPILS	19,440	26,377	38,190	37,190
0430	REPAIRS & MAINTENANCE	16,000	16,371	16,000	15,000
0519	TRANSPORTATION	17,150	15,090	17,600	15,500
0534	POSTAGE	400	-	400	400
0550	PRINTING	800	71	800	800
0610	GENERAL SUPPLIES	19,939	19,695	18,639	17,139
0641	BOOKS	4,241	1,221	4,241	4,241
0680	UNIFORMS/BOOTS	3,000	2,459	3,000	3,000
0737	REPLACEMENT EQUIPMNT	24,000	24,538	7,000	5,750
0810	DUES & FEES	3,059	2,285	3,059	3,059
	Total	**1,210,421**	**1,211,291**	**1,254,376**	**1,246,485**
PHYSICAL EDUCATION					
COST CENTER 112					
0102	TEACHER	1,082,905	1,027,229	1,123,680	1,083,177
0220	FICA	82,845	75,155	85,967	82,869
0232	RETIREMENT TEACHER	212,687	201,723	220,696	208,299
0320	CONTRACT SERVICE;PUPILS	1,150	-	1,150	700
0430	REPAIRS & MAINTENANCE	6,700	4,385	8,300	8,400
0610	GENERAL SUPPLIES	11,800	11,468	12,354	9,100
0644	PERIODICALS	250	88	250	300
	Total	**1,398,337**	**1,320,048**	**1,452,397**	**1,392,845**

		FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
TECHNICAL CAREERS					
COST CENTER 114					
0101	ADMINISTRATIVE	123,379	124,370	126,697	130,295
0102	TEACHER	1,221,467	1,196,091	1,263,690	1,063,540
0105	CLERICAL	51,847	53,723	55,338	38,086
0114	EXTRA-CURRICULA	9,177	6,710	10,542	10,542
0220	FICA	107,551	104,431	111,407	95,051
0231	RETIREMENT NON-TEACHER	7,015	7,269	7,488	4,856
0232	RETIREMENT TEACHER	265,933	260,240	275,145	231,604
0320	CONTRACT SERVICE;PUPILS	10,750	5,364	10,750	10,050
0430	REPAIRS & MAINTENANCE	3,600	2,545	3,600	3,250
0440	RENTALS	750	540	1,000	1,000
0519	TRANSPORTATION	2,000	234	3,000	1,500
0534	POSTAGE	190	74	190	190
0550	PRINTING	250	250	250	200
0580	TRAVEL	100	-	100	100
0610	GENERAL SUPPLIES	30,500	27,735	38,500	37,000
0641	BOOKS	1,500	-	500	500
0642	SOFTWARE	6,332	5,439	7,450	2,800
0644	PERIODICALS	280	-	280	200
0733	NEW EQUIPMENT	2,500	1,500	3,500	2,250
	Total	**1,845,121**	**1,796,514**	**1,919,427**	**1,633,014**
ATHLETICS					
COST CENTER 115					
0101	ADMINISTRATIVE	122,743	124,043	126,848	130,653
0105	CLERICAL	64,491	64,491	66,469	66,506
0113	COACHING	308,265	271,213	314,089	309,089
0119	UNCLASSIFIED/UNAFFILIATED	-	1,000	-	-
0131	OVERTIME - CLERICAL	290	490	299	318
0220	FICA	37,931	35,121	38,841	38,755
0231	RETIREMENT NON-TEACHER	8,765	26,691	9,034	8,521
0232	RETIREMENT TEACHER	84,653	16,175	86,603	84,566
0320	CONTRACT SERVICE;PUPILS	74,700	96,549	94,700	125,225
0430	REPAIRS & MAINTENANCE	14,000	9,851	14,000	14,000
0440	RENTALS	29,000	26,473	29,000	29,000
0519	TRANSPORTATION	104,000	130,617	110,000	130,000
0610	GENERAL SUPPLIES	101,000	103,920	101,000	89,300
0733	NEW EQUIPMENT	-	-	-	11,500
0810	DUES & FEES	24,400	33,131	30,400	40,400
	Total	**974,238**	**939,764**	**1,021,283**	**1,077,833**
ENRICHMENT					
COST CENTER 130					
0114	EXTRA-CURRICULA	9,000	8,500	9,000	9,000
0220	FICA	689	656	689	689
0232	RETIREMENT TEACHER	1,768	1,591	1,768	1,731
	Total	**11,457**	**10,746**	**11,457**	**11,420**
DISTRICT -WIDE ASSESSMENT					
COST CENTER 131					
0320	CONTRACT SERVICE;PUPILS	40,452	42,198	40,452	19,900
	Total	**40,452**	**42,198**	**40,452**	**19,900**

		FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
ELEMENTARY MATHEMATICS					
COST CENTER 132					
0102	TEACHER	-	-	73,035	74,950
0220	FICA	-	-	5,587	5,734
0232	RETIREMENT TEACHER	-	-	14,344	14,413
0610	GENERAL SUPPLIES	12,929	1,130	14,683	10,500
0641	BOOKS	21,576	145,154	26,439	11,050
	Total	**34,505**	**146,284**	**134,088**	**116,647**
HEALTH SERVICES					
COST CENTER 134					
0102	TEACHER	525,941	525,420	543,590	524,558
0220	FICA	40,237	38,287	41,588	40,132
0232	RETIREMENT TEACHER	103,296	91,446	106,764	100,875
0320	CONTRACT SERVICE;PUPILS	1,500	1,500	1,500	6,500
0430	REPAIRS & MAINTENANCE	600	600	600	600
0610	GENERAL SUPPLIES	7,000	7,344	7,280	6,500
0644	PERIODICALS	650	398	650	650
0733	NEW EQUIPMENT	3,000	2,907	3,000	2,000
	Total	**682,224**	**667,902**	**704,972**	**681,815**
MEDIA SERVICES					
COST CENTER 136					
0108	TECHNICIAN	76,246	94,595	78,621	80,980
0220	FICA	5,833	7,191	6,015	6,195
0231	RETIREMENT NON-TEACHER	10,317	12,764	10,638	10,325
0320	CONTRACT SERVICE;PUPILS	285	-	285	285
0430	REPAIRS & MAINTENANCE	3,420	4,103	3,420	3,420
0610	GENERAL SUPPLIES	11,796	6,644	11,796	8,796
0733	NEW EQUIPMENT	6,330	900	6,330	6,330
	Total	**114,227**	**126,197**	**117,105**	**116,331**
SYSTEM-WIDE PSYCHOLOGIST					
COST CENTER 137					
0102	TEACHER	298,149	298,148	411,854	434,677
0103	SPECIALIST	-	15,000	-	-
0220	FICA	22,809	23,314	31,507	33,253
0232	RETIREMENT TEACHER	58,557	58,556	80,889	83,589
0310	CONTRACT SERVICE;ADMIN	15,000	-	15,000	10,000
0320	CONTRACT SERVICE;PUPILS	19,000	14,828	19,000	14,000
0610	GENERAL SUPPLIES	2,500	7,044	2,500	2,500
0733	NEW EQUIPMENT	1,957	-	1,957	1,457
	Total	**417,972**	**416,891**	**562,707**	**579,476**
INTERDISCIPLINARY MATRL					
COST CENTER 138					
0101	ADMINISTRATIVE	-	-	132,865	132,865
0220	FICA	-	-	10,165	10,165
0232	RETIREMENT TEACHER	-	-	26,095	25,550
0610	GENERAL SUPPLIES	11,271	16,246	11,271	16,585
0641	BOOKS	1,879	1,217	1,879	1,800
0733	NEW EQUIPMENT	4,759	28	4,759	2,250
	Total	**17,909**	**17,490**	**187,034**	**189,215**

		FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
READING INSTRUCTION					
COST CENTER 139					
0102	TEACHER	798,360	683,944	872,494	698,548
0104	TUTOR	-	108,842	-	-
0106	PARAPROFESSIONAL	126,888	-	-	-
0220	FICA	70,783	58,468	66,749	53,441
0231	RETIREMENT NON-TEACHER	17,168	-	-	-
0232	RETIREMENT TEACHER	156,800	131,052	171,360	134,333
0610	GENERAL SUPPLIES	9,955	15,457	9,955	10,860
0641	BOOKS	14,381	8,807	14,381	11,819
0644	PERIODICALS	1,150	-	1,150	1,150
	Total	**1,195,485**	**1,006,570**	**1,136,089**	**910,151**
PUPIL ENTITLEMENT					
COST CENTER 145					
0890	MISCELLANEOUS	3,000	2,838	3,000	2,772
	Total	**3,000**	**2,838**	**3,000**	**2,772**
PEEP					
COST CENTER 150					
0102	TEACHER	292,030	285,606	364,995	361,296
0106	PARAPROFESSIONAL	96,446	73,942	110,555	115,390
0121	SUBS PROF - SHORT TERM	-	23,630	-	-
0127	SUBS NONPROF - SHORT TERM	-	7,488	-	-
0220	FICA	29,719	29,469	36,380	36,467
0232	RETIREMENT TEACHER	57,355	56,201	71,686	69,478
0320	CONTRACT SERVICE;PUPILS	19,310	27,533	19,310	19,310
0534	POSTAGE	74	17	74	74
0610	GENERAL SUPPLIES	950	1,367	950	950
0641	BOOKS	285	-	285	285
0733	NEW EQUIPMENT	475	475	475	475
	Total	**496,644**	**505,729**	**604,710**	**603,725**
SPED ELEMENTARY					
COST CENTER 151					
0101	ADMINISTRATIVE	44,484	45,748	45,681	47,315
0102	TEACHER	1,051,180	1,065,042	1,094,106	1,117,382
0106	PARAPROFESSIONAL	1,003,291	877,852	1,098,939	1,140,153
0119	UNCLASSIFIED/UNAFFILIATED	-	3,861	-	-
0127	SUBS NONPROF - SHORT TERM	2,206	-	30,745	32,282
0220	FICA	160,742	147,957	173,616	178,794
0231	RETIREMENT NON-TEACHER	19,885	23,630	21,735	13,261
0232	RETIREMENT TEACHER	215,465	216,684	223,855	223,972
0320	CONTRACT SERVICE;PUPILS	145,260	170,925	145,260	143,260
0519	TRANSPORTATION	600	280	600	600
0580	TRAVEL	-	719	-	-
0610	GENERAL SUPPLIES	2,500	2,174	2,500	2,000
0641	BOOKS	2,160	813	2,160	1,660
0733	NEW EQUIPMENT	975	2,949	975	975
0810	DUES & FEES	1,000	1,322	1,000	1,000
	Total	**2,649,748**	**2,559,957**	**2,841,172**	**2,902,654**

		FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
SPED MIDDLE					
COST CENTER 152					
0101	ADMINISTRATIVE	44,484	45,748	45,681	47,314
0102	TEACHER	549,642	557,225	564,244	569,893
0106	PARAPROFESSIONAL	163,318	133,661	152,727	197,712
0119	UNCLASSIFIED/UNAFFILIATED	-	5,448	-	-
0127	SUBS NONPROF - SHORT TERM	6,794	-	9,839	10,331
0220	FICA	58,466	55,897	59,096	63,133
0231	RETIREMENT NON-TEACHER	271	191	406	26,144
0232	RETIREMENT TEACHER	116,853	118,436	119,790	118,690
0320	CONTRACT SERVICE;PUPILS	24,381	41,650	24,381	23,381
0519	TRANSPORTATION	2,000	1,400	2,000	2,000
0580	TRAVEL	71	-	71	71
0610	GENERAL SUPPLIES	3,521	2,316	3,521	3,021
0641	BOOKS	570	133	570	570
0642	SOFTWARE	1,000	-	1,000	1,000
0733	NEW EQUIPMENT	665	715	665	665
0810	DUES & FEES	300	-	300	300
	Total	**972,336**	**962,822**	**984,291**	**1,064,225**
SPED SECONDARY					
COST CENTER 153					
0101	ADMINISTRATIVE	45,832	46,957	47,065	48,748
0102	TEACHER	462,810	451,974	497,567	515,333
0105	CLERICAL	60,517	61,060	62,373	62,410
0106	PARAPROFESSIONAL	39,136	56,861	40,697	116,066
0119	UNCLASSIFIED/UNAFFILIATED	-	1,008	-	-
0127	SUBS NONPROF - SHORT TERM	8,492	-	7,994	8,394
0220	FICA	47,185	45,978	50,162	57,450
0231	RETIREMENT NON-TEACHER	8,459	8,295	8,846	22,374
0232	RETIREMENT TEACHER	100,009	97,432	106,966	108,474
0320	CONTRACT SERVICE;PUPILS	12,780	39,189	12,780	12,780
0519	TRANSPORTATION	3,755	-	3,755	3,755
0610	GENERAL SUPPLIES	2,988	3,431	2,988	2,488
0641	BOOKS	570	253	570	570
0644	PERIODICALS	95	-	95	95
0733	NEW EQUIPMENT	380	380	380	380
0810	DUES & FEES	300	-	300	300
	Total	**793,308**	**812,816**	**842,538**	**959,617**
SPED SPEECH					
COST CENTER 156					
0102	TEACHER	619,038	619,421	651,017	664,085
0220	FICA	47,359	46,278	49,805	50,805
0232	RETIREMENT TEACHER	121,582	121,589	127,864	127,707
0610	GENERAL SUPPLIES	2,705	789	2,705	2,000
0641	BOOKS	1,350	1,090	1,350	1,350
	Total	**792,034**	**789,166**	**832,741**	**845,947**

		FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
OCCUPATIONAL THERAPY					
COST CENTER 157					
0102	TEACHER	246,647	246,645	258,250	262,574
0220	FICA	18,870	18,490	19,758	20,089
0232	RETIREMENT TEACHER	48,443	48,441	50,722	50,494
0320	CONTRACT SERVICE;PUPILS	3,000	15,280	6,000	6,000
0610	GENERAL SUPPLIES	1,050	1,206	1,500	1,500
0641	BOOKS	400	1,249	1,000	1,000
0733	NEW EQUIPMENT	1,640	2,242	2,000	2,000
	Total	**320,050**	**333,552**	**339,230**	**343,657**
ENGLISH SECOND LANGUAGE					
COST CENTER 159					
0102	TEACHER	326,173	349,118	339,864	371,584
0106	PARAPROFESSIONAL	29,600	21,414	32,770	57,950
0220	FICA	27,218	28,111	28,507	32,861
0231	RETIREMENT NON-TEACHER	1,876	-	2,602	7,389
0232	RETIREMENT TEACHER	64,061	58,475	66,750	71,456
0610	GENERAL SUPPLIES	664	-	664	468
0641	BOOKS	1,216	830	1,216	1,500
	Total	**450,808**	**457,948**	**472,373**	**543,208**
ADAPTIVE SERVICES					
COST CENTER 160					
0104	TUTOR	12,000	3,095	12,000	-
0220	FICA	918	-	918	-
0231	RETIREMENT NON-TEACHER	1,624	-	1,624	-
0320	CONTRACT SERVICE;PUPILS	13,000	6,664	11,000	22,000
0430	REPAIRS & MAINTENANCE	500	645	500	500
0610	GENERAL SUPPLIES	500	720	500	500
	Total	**28,542**	**11,125**	**26,542**	**23,000**
OUT OF DISTRICT TUITION					
COST CENTER 165					
0320	CONTRACT SERVICE;PUPILS	1,193,515	1,197,599	1,211,028	1,294,906
0519	TRANSPORTATION	277,000	437,066	505,810	653,629
0564	TUITION	1,779,000	2,380,290	2,000,300	3,023,011
0561	TUITION LEA IN-STATE	145,000	229,343	145,000	198,000
0580	TRAVEL	2,040	2,106	2,040	1,000
	Total	**3,396,555**	**4,246,404**	**3,864,178**	**5,170,546**

		FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
CENTRAL OFFICE					
COST CENTER 170					
0101	ADMINISTRATIVE	483,971	454,983	480,939	504,527
0102	TEACHER	144,874	25,331	149,421	193,506
0103	SPECIALIST	70,000	61,709	85,478	108,150
0105	CLERICAL	317,181	314,126	326,866	401,596
0110	CUSTODIAL	500	-	500	600
0121	SUBS PROF - SHORT TERM	9,605	-	9,605	13,560
0122	SUBS PROF - LONG TERM	11,184	-	11,184	11,250
0127	SUBS NONPROF - SHORT TERM	898	13,500	392	750
0131	OVERTIME - CLERICAL	2,324	358	2,394	2,467
0220	FICA	79,605	64,109	81,612	96,339
0231	RETIREMENT NON-TEACHER	93,106	112,140	95,509	104,802
0232	RETIREMENT TEACHER	65,034	5,221	66,798	79,327
0310	CONTRACT SERVICE;ADMIN	154,958	165,218	162,716	167,452
0430	REPAIRS & MAINTENANCE	200	-	100	100
0534	POSTAGE	3,400	3,246	3,300	3,500
0540	ADVERTISING	4,250	4,231	4,050	3,850
0550	PRINTING	12,260	8,024	11,460	11,833
0580	TRAVEL	1,865	8,078	1,865	1,700
0610	GENERAL SUPPLIES	6,870	6,763	6,860	6,000
0642	SOFTWARE	24,805	51,638	29,305	36,445
0644	PERIODICALS	450	1,599	450	500
0737	REPLACEMENT EQUIPMNT	1,800	11,976	1,800	1,000
0810	DUES & FEES	10,210	9,686	10,210	13,000
0840	CONTINGENCY	75,050	135,066	75,050	85,050
	Total	**1,574,400**	**1,457,000**	**1,617,864**	**1,847,304**
SCHOOL BOARD					
COST CENTER 171					
0109	SCHOOL BOARD	14,000	12,800	14,000	14,000
0119	UNCLASSIFIED/UNAFFILIATED	-	1,900	3,000	-
0131	OVERTIME - CLERICAL	3,000	5,012	3,000	3,000
0220	FICA	1,301	1,488	1,530	1,301
0231	RETIREMENT NON-TEACHER	406	678	406	383
0310	CONTRACT SERVICE;ADMIN	31,500	37,000	31,500	30,500
0610	GENERAL SUPPLIES	-	1,350	-	-
0810	DUES & FEES	6,465	6,164	6,565	6,766
0840	CONTINGENCY	1,800	789	1,800	1,800
	Total	**58,472**	**67,181**	**61,801**	**57,750**
TECHNOLOGY PLAN					
COST CENTER 177					
0108	TECHNICIAN	526,582	478,044	466,198	505,840
0220	FICA	40,284	35,777	35,665	38,697
0231	RETIREMENT NON-TEACHER	56,039	62,365	47,190	49,100
0232	RETIREMENT TEACHER	22,077	-	23,061	23,221
0310	CONTRACT SERVICE;ADMIN	15,765	14,383	15,765	89,051
0430	REPAIRS & MAINTENANCE	21,400	17,961	21,400	14,600
0532	DATA LINES	30,085	12,076	30,085	30,085
0580	TRAVEL	840	642	840	840
0642	SOFTWARE	89,729	32,666	82,110	225,711
0720	BUILDINGS	21,816	34,739	24,755	24,755
0734	NEW INFO SYSTEMS EQUIPMNT	130,480	127,524	155,360	259,460
0890	MISCELLANEOUS	2,000	3,400	2,000	2,000
	Total	**957,097**	**819,575**	**904,429**	**1,263,360**

		FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
DATA PROCESSING					
COST CENTER 178					
0108	TECHNICIAN	84,694	115,460	164,173	169,937
0220	FICA	6,480	8,789	12,560	13,001
0231	RETIREMENT NON-TEACHER	11,460	15,622	22,213	22,993
0310	CONTRACT SERVICE;ADMIN	67,698	53,032	67,698	67,698
	Total	**170,332**	**192,902**	**266,644**	**273,629**
TRAVEL - IN DISTRICT					
COST CENTER 180					
0220	FICA	2,175	1,770	2,387	2,424
0580	TRAVEL	28,363	27,479	31,176	31,649
	Total	**30,538**	**29,249**	**33,563**	**34,073**
WELLNESS					
COST CENTER 182					
0102	TEACHER	95,671	95,671	197,084	98,542
0220	FICA	7,319	7,009	15,078	7,539
0232	RETIREMENT TEACHER	18,790	18,790	38,708	18,950
0610	GENERAL SUPPLIES	1,000	974	1,000	500
	Total	**122,780**	**122,444**	**251,870**	**125,531**
PROPERTY INSURANCE					
COST CENTER 183					
0520	INSURANCE	147,811	145,810	160,933	174,236
	Total	**147,811**	**145,810**	**160,933**	**174,236**
TELEPHONE					
COST CENTER 184					
0531	TELEPHONE VOICE	28,480	33,995	32,102	39,255
0430	REPAIRS & MAINTENANCE	6,371	1,110	5,400	5,000
	Total	**34,851**	**35,105**	**37,502**	**44,255**
ATHLETIC FIELDS					
COST CENTER 187					
0310	CONTRACT SERVICE;ADMIN	67,673	63,041	67,240	60,200
0410	WATER/SEWAGE	10,368	6,724	12,368	11,800
0430	REPAIRS & MAINTENANCE	10,957	3,149	15,957	15,500
0610	GENERAL SUPPLIES	3,800	-	3,800	3,200
	Total	**92,798**	**72,914**	**99,365**	**90,700**

		FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
MAINTENANCE					
COST CENTER 188					
0112	MAINTENANCE	353,741	330,857	362,386	373,313
0134	OVERTIME - MAINTENANCE	22,500	34,202	23,175	23,871
0220	FICA	28,783	27,380	29,496	30,385
0231	RETIREMENT NON-TEACHER	50,906	49,525	52,167	50,641
0310	CONTRACT SERVICE;ADMIN	64,319	104,580	69,319	67,319
0420	CLEANING/PLOWING	15,500	14,675	15,500	15,500
0410	WATER/SEWAGE	-	150	-	-
0430	REPAIRS & MAINTENANCE	617,944	872,026	622,096	614,096
0610	GENERAL SUPPLIES	75,756	84,878	85,756	85,756
0626	GASOLINE	10,500	11,202	11,500	11,000
0642	SOFTWARE	13,550	15,428	13,550	13,550
0733	NEW EQUIPMENT	3,200	149	3,200	3,200
0737	REPLACEMENT EQUIPMNT	4,200	-	4,200	4,200
	Total	**1,260,899**	**1,545,051**	**1,292,345**	**1,292,831**
ENERGY					
COST CENTER 189					
0410	WATER/SEWAGE	81,748	80,681	83,088	80,557
0621	NATURAL GAS	369,934	305,389	373,635	361,724
0622	ELECTRICITY	848,056	815,289	846,534	834,450
0623	FUEL OIL	1,000	2,222	1,000	1,000
	Total	**1,300,738**	**1,203,581**	**1,304,257**	**1,277,731**
BUILDINGS					
COST CENTER 190					
0430	REPAIRS & MAINTENANCE	-	473,207	72,320	42,000
	Total	**-**	**473,207**	**72,320**	**42,000**
PUPIL TRANSPORTATION					
COST CENTER 195					
0310	CONTRACT SERVICE;ADMIN	15,727	9,659	16,438	17,096
0519	TRANSPORTATION	1,238,118	1,064,322	1,323,184	1,226,270
0890	MISCELLANEOUS	(50,000)	(50,000)	(50,000)	(50,000)
	Total	**1,203,845**	**1,023,981**	**1,289,622**	**1,193,366**
	TOTAL SCHOOL DEPARTMENT	**60,680,961**	**60,612,802**	**64,061,713**	**65,915,610**

Non-Operating

Services Overview

- ✓ Debt Service and related expenditures
- ✓ Overlay Interest Expense
- ✓ Property and Liability Insurance
- ✓ Rockingham County Tax
- ✓ Rolling Stock, IT Replacements, and Capital Outlay
- ✓ Use of Fund Balance
- ✓ Other General Non-Operating expenditures



Did you know?

Did you know that Portsmouth has the 4th largest population in Rockingham County representing 7.1% of the total, but contributes the largest amount of County Tax, 10.958% in FY25, as a result of our higher equalized property valuation?

Department Budget Comments

The FY26 Proposed Budget for Non-Operating elements appropriates the first-year impacts of the annually adopted Capital Improvement Plan. Those budget impacts include Debt Service for payback against borrowing, Rolling Stock for vehicle inventory turn, IT Upgrade and Equipment Replacement for Citywide technology inventory, and Capital Outlay for pay-as-you-go investment.

Budget Summary of Expenditures

	FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
Non Operating				
DEBT RELATED SERVICES	120,000	115,094	120,000	120,000
DEBT SERVICE	13,060,206	13,059,982	14,164,300	14,191,948
Debt & Debt Related Services	*13,180,206*	*13,175,076*	*14,284,300*	*14,311,948*
OVERLAY INTEREST EXPENSES	1,000,000	1,097,681	60,000	60,000
PROPERTY & LIABILITY INS	393,307	393,038	424,292	508,005
COUNTY TAX	5,730,000	5,679,311	5,730,000	6,000,870
CONTINGENCY	300,000	300,000	300,000	300,000
ROLLING STOCK	877,000	877,000	783,650	789,000
IT EQUIPMENT	1,172,336	1,172,336	992,180	1,091,250
CAPITAL OUTLAY	1,820,000	1,820,000	1,638,000	1,560,000
USE OF FUND BALANCE	950,000	950,000	500,000	-
OTHER GENERAL NON-OPERATING	634,914	628,649	1,594,632	1,982,469
Other Non Operating	*12,877,557*	*12,918,015*	*12,022,754*	*12,291,594*

Debt Related Services and Debt Service – Appropriations for principal and interest payments against issued long-term debt for the upcoming fiscal year, projected new bond payments, and bond issuance related expenditures.

Overlay Interest Expense – Appropriation for interest costs related to settled tax abatements.

Property & Liability Insurance – Property and liability coverage for all departments within the General Government, Police, and Fire Departments. The School Department appropriates Property & Liability coverage costs separately.

County Tax – The City of Portsmouth is located in Rockingham County of the State of New Hampshire. The State of New Hampshire requires communities under statute (RSA 29:11) to assess and collect property taxes for the operations of the county. The amount to be collected for the county is contingent on the City's equalized assessed valuation as a proportion of the total equalized assessed value of the whole county. The budgeted figure is an estimated appropriation. The actual county obligation will be calculated by the State of NH prior to setting the tax rate in the fall.

Contingency – A non-operating line item of the budget used by the City Manager and City Council for unanticipated expenditures not regularly budgeted for in the annual budget.

Rolling Stock – Funding for replacement of vehicles and equipment for Public Works, Police, Fire, and School Departments as well as Prescott Park as identified in the Rolling Stock replacement plan located in Appendix I of this document.

Information Technology (IT) Upgrade and Equipment Replacement – Funding for Information Technology upgrades and replacements incorporates the technology needs of the General Government, Police, Fire, and School Departments. A complete inventory and schedule of replacements are located in Appendix II, Capital Improvement Plan and on the City's website.

Capital Outlay – Capital Outlay is the appropriation for pay-as-you-so capital projects identified in the Capital Improvement Plan adopted each fiscal year before the annual budget is submitted to the City Council from the City Manager.

Fund Balance – Use of Fund Balance for Non-Operating expenditures identified during the budget process or by way of a supplemental appropriation after budget adoption.

Other General Non-Operating Expenditures – Other various line items related to the non-operating portion of the budget such as landfill closure monitoring costs, hydrants, leases, and professional services related to revaluation.

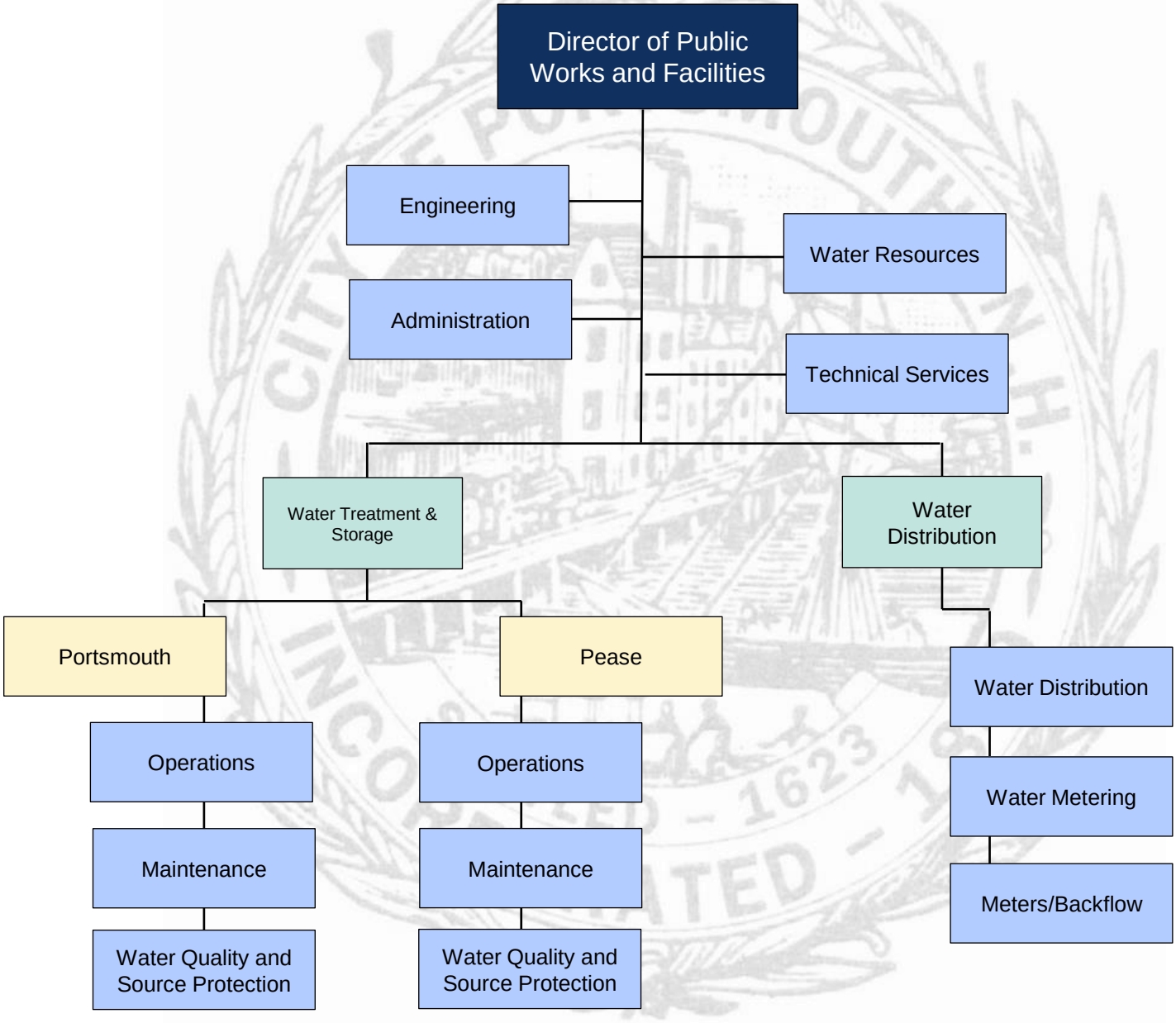
		FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
NON-OPERATING					
DEBT RELATED SERVICES					
034002	PROF SERVICE-BANK SERVICE	120,000	115,094	120,000	120,000
TAN	Total	120,000	115,094	120,000	120,000
DEBT SERVICE					
098001	PRINCIPAL-BONDED DEBT	8,962,000	8,962,000	9,460,300	9,010,800
098006	PRIN-BAN	602,833	602,833	-	-
098010	PROJECTED NEW BOND PAYMNT	224	-	876,151	1,767,434
098102	INTEREST-BONDED DEBT	3,495,149	3,495,149	3,827,849	3,413,714
DEBT SERVICE	Total	13,060,206	13,059,982	14,164,300	14,191,948
OVERLAY					
01-735-320-51-100-650					
032009	PROF SERV-CERTIFICATION	-	32,700	20,000	20,000
081002	OVERLAY	1,000,000	1,026,470	-	-
081155	ABATEMENT INTEREST	-	38,511	40,000	40,000
OVERLAY	Total	1,000,000	1,097,681	60,000	60,000
PROPERTY & LIABILITY INS					
01-738-350-51-100-409					
048001	PROPERTY INS-DEDUCTIBLES	6,000	5,731	6,000	6,000
048002	PROPERTY INSURANCE	387,307	387,307	418,292	502,005
PROPERTY	Total	393,307	393,038	424,292	508,005
COUNTY TAX					
01-737-360-51-100-675					
081003	COUNTY TAX	5,730,000	5,679,311	5,730,000	6,000,870
COUNTY TAX	Total	5,730,000	5,679,311	5,730,000	6,000,870
CONTINGENCY					
01-734-310-51-100-411					
081001	CONTINGENCY	300,000	300,000	300,000	300,000
CONTINGENCY	Total	300,000	300,000	300,000	300,000
ROLLING STOCK					
01-738-350-51-100-409					
099002	ROLLING STOCK	877,000	877,000	783,650	789,000
ROLLING STOCK	Total	877,000	877,000	783,650	789,000
IT EQUIPMENT REPLACEMENT					
01-738-350-51-100-409					
074041	IT UPGRADES/REPLACEMENTS	1,172,336	1,172,336	992,180	1,091,250
IT EQUIPMENT	TOTAL	1,172,336	1,172,336	992,180	1,091,250

		FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
CAPITAL OUTLAY					
01-795-370-00-100-452					
070000	CAPITAL OUTLAY	1,820,000	1,820,000	1,638,000	1,560,000
CAPITAL OUTLAY	TOTAL	1,820,000	1,820,000	1,638,000	1,560,000
USE OF FUND BALANCE					
01-738-350-51-100-409					
081175	MCINTYRE-SETTLEMENT	500,000	500,000	-	-
MCINTYRE SETTLEMENT	TOTAL	500,000	500,000	-	-
USE OF FUND BALANCE					
01-738-350-51-100-409					
032001	PROF SERVICES-O/S COUNSEL	450,000	450,000	500,000	-
PROF SERVICES-O/S COUNS	TOTAL	450,000	450,000	500,000	-
OTHER GENERAL NON-OPERATING					
01-738-350-51-100-409					
031005	LANDFILL CLOSURE MONITORI	100,000	100,000	277,750	244,410
031010	JONES AVE LANDFILL	15,000	15,000	15,000	15,000
032009	PROF SERV-CERTIFICATION	100,000	100,000	100,000	100,000
034206	SOFTWARE-ANNUAL MAINT	-	-	788,639	893,150
044006	PRINTING LEASE/MAINT	48,000	39,910	49,000	49,000
074083	POLICE BODY CAMERA/TASER	-	-	-	295,428
081067	400TH CELEBRATION	31,000	31,000	-	-
099007	LEASES	14,039	15,863	16,243	16,356
099011	GREENLEAF LEASE	10,000	10,000	10,000	10,000
099009	HYDRANTS	316,875	316,875	338,000	359,125
OTHER NON-OPERATING	Total	634,914	628,649	1,594,632	1,982,469
TOTAL NON-OPERATING		26,057,763	26,093,091	26,307,054	26,603,542

Department of Public Works

Water Division

(Enterprise Fund)



Mission

The Portsmouth Water Division is a regional water system serving the communities of Portsmouth, Greenland, New Castle, Newington and portions of Durham, Madbury and Rye. The Division strives to provide quality drinking water and an adequate supply of water for fire protection and other customer needs. Through professionalism, expertise and efficient work practices, the Division seeks to maintain and develop a sound infrastructure using the latest available cost effective treatment technologies and methods of production, storage and distribution. The Division is committed to high environmental standards, the efficient use of water resources and controls through respect for natural resources and adaptation to the built environment.

Water Division Position Summary Schedule

Positions Full Time	FY25	FY25	FY26
Deputy City Manager	0.20	0.20	0.20
Director of Public Works & Facilities	0.10	0.10	0.25
Deputy Public Works Director	0.50	0.50	-
City Engineer (Engineer Supervisor)	0.50	0.50	0.50
Water Resources Director	-	-	1.00
Operations Director II	-	-	0.25
Operations Director	-	0.25	-
Cybersecurity Analyst	-		0.20
Facilities Manager	0.25	0.25	0.25
Project Manager - Engineering & Operations	-	-	0.25
Operations Manager	0.25	-	0.25
Administrative Manager	0.25	0.50	0.50
Assistant City Engineer/Planner	0.50	0.50	0.50
Facilities Project Manager	-	-	0.25
Project Manager	1.50	1.50	1.85
Associate Planner	0.25	0.25	0.25
Administrative Assistant II	-	0.55	0.50
Office Manager II	-	0.30	0.80
Admin Assistant I	1.05	0.50	0.50
Admin Clerk	0.25	-	-
Special Projects Coordinator	0.25	0.25	-
Water/Sewer Billing Lead	-	-	-
Operational Support Coordinator	0.25	0.25	0.25
Technician Wastewater Operations Manager	-	0.50	0.50
SCADA Manager	0.50	0.50	0.50
SCADA Tech	0.50	-	-
SCADA Tech II	0.50	1.00	1.00
Electrical Inspector/Technician	0.30	0.30	0.30
GIS/Stormwater Manager	0.50	0.50	-
GIS Stormwater Tech	0.50	0.50	0.50
GIS Specialist II	-	-	0.50
GIS Specialist	0.50	0.50	-
Water Resource Manager	1.00	1.00	-
Water Operations Manager	-	1.00	1.00
Chief Plant Operator (CPO)	2.00	1.00	1.00
Assistant Water Resource Manager	1.00	1.00	1.00
Water Quality Specialist II	-	-	1.00
Water Quality Specialist I	1.00	1.00	-
Treatment Operations Foreman	1.00	1.00	1.00
Plant Operator I	5.00	5.00	5.00
General Foreman	0.50	1.00	0.50
Water Foreman	1.00	1.00	1.00
Assistant Foreman W/S	1.00	1.00	1.00
Equipment Operator II	1.00	1.00	1.00
Equipment Operator I	1.00	1.00	1.00
Meter Technicians	-	-	2.00
Utility Mechanic	4.50	4.50	2.00
Laborer	1.00	1.00	1.00
Fleet General Foreman	0.30	0.30	0.30
Lead Equipment Mechanic	-	0.30	0.30
Equipment Mechanic	1.20	0.90	0.90
Inventory Management Specialist	0.30	-	-
Equipment Mechanic Assistant	0.30	0.30	0.30
Totals Full Time	**32.50**	**33.50**	**33.15**
Positions Part-Time	**FY25**	**FY25**	**FY26**
Regulatory Counsel	-	-	0.40
Accountant I	0.25	0.25	0.25
Number of part-time engineering interns vary throughout the year.			
Totals Part Time	**0.25**	**0.25**	**0.65**

Water Division – Enterprise Fund

Services Overview

- ✓ Water Assistance Programs
- ✓ Water Production
- ✓ Water Storage
- ✓ Water Distribution
- ✓ Technical Services

The Water Division is one of the City's Enterprise 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.

The following table represents the cash requirements necessary to meet expenses for the operations of the Water Division for FY26.

Did you know?

The Portsmouth and Pease water systems treated approximately 1.4 billion gallons of water in 2024?

Budget Summary of Expenditures

WATER DEPARTMENT	FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
SALARIES	2,351,655	2,110,798	2,621,029	2,819,061
PART-TIME SALARIES	56,594	30,871	60,140	85,093
OVERTIME	134,500	163,492	133,500	129,600
LONGEVITY	15,105	14,685	16,316	18,417
HEALTH INSURANCE	555,750	482,389	669,900	804,055
DENTAL INSURANCE	41,230	32,938	45,920	54,026
INSURANCE REIMBURSEMENT	5,100	4,508	6,100	6,000
LEAVE AT TERMINATION	50,000	77,981	40,000	40,000
WORKERS' COMPENSATION	39,656	39,656	32,139	36,074
RETIREMENT	339,110	330,764	375,721	378,302
OTHER BENEFITS	206,997	181,718	229,492	244,675
COLLECTIVE BARGAINING CONTINGENCY	-	-	-	65,515
Contractual Obligations	3,795,697	3,469,801	4,230,257	4,680,818
CHEMICALS	588,000	432,960	581,360	628,946
REPAIRS & MAINTENANCE	241,000	269,855	293,920	307,540
ELECTRICITY	412,900	400,887	444,700	452,635
NATURAL GAS	6,200	7,919	6,200	6,355
PROPANE & FUEL OIL	47,075	60,248	65,150	39,150
GASOLINE & DIESEL	56,500	55,497	58,797	55,668
ADMINISTRATIVE OVERHEAD	874,665	874,665	926,466	906,576
SLUDGE/GRIT REMOVAL	160,000	149,080	141,775	148,030
PROF CONTRACTED SERVICES	818,673	892,177	998,030	999,718
EQUIPMENT	74,100	93,459	79,100	110,900
STOCK MATERIALS	360,000	184,579	360,000	340,000
PRINCIPAL-BONDED DEBT	2,880,000	2,880,000	2,870,000	3,188,200
INTEREST ON DEBT	1,167,814	1,147,653	1,492,825	1,586,330
PROPERTY TAXES	138,500	115,001	126,500	136,438
PROJECTED PRINCIPAL DEBT	-	-	361,367	298,333
ROLLING STOCK	315,000	315,000	330,000	392,000
ASSISTANCE PROGRAM	1,500	661	1,500	1,500
OTHER OPERATING	454,828	490,679	566,702	726,219
Other Operating	8,596,755	8,370,318	9,704,392	10,324,538
CASH REQUIREMENTS	12,392,452	11,840,119	13,934,649	15,005,356

Rate Stabilization Model and Rate Structure

The Water Division utilizes a rate model which was implemented in fiscal year 2014 and is annually reviewed and updated. The rate model serves as a tool to allow for long-term planning. This comprehensive rate model includes a rate stabilization reserve policy which allows for either the increase or use of net position to create a rate structure that is stable and predictable from year to year to lessen the user rate impact due to future capital investments or unanticipated losses of revenue.

The City's water rate structure is a two-tiered inclining rate, meaning the first 10 units (a unit is 100 cubic feet of water or 748 gallons) of water consumed each month is billed using one rate, and water consumed greater than 10 units per month is billed at a higher rate. This rate structure provides an equitable method of financing water operations. The large volume users have a greater impact on system production capacities, storage volume and pipe sizing. Therefore, a second tier at the higher rate captures the additional costs incurred to serve them.

A City ordinance allows both residential and commercial customers to install irrigation meters. This ordinance language requires new irrigation customers to install water efficient irrigation systems. Irrigation usage for both residential and commercial customers have a third tier for any consumption beyond 20 units per month to further promote water efficiency.

Water User Rates

The FY26 user rates reflect a 9% ($0.45/unit) increase from the FY25 rates.

The water rate is strongly impacted by the capital costs associated with Federal and State regulatory issues as well as replacement of aging infrastructure. Future capital upgrades associated with these issues are all considered in projecting ongoing and long-term financial needs.

Utilization of our rate model and net position has allowed for predictable and steady rate increases, however recent increases in treatment chemical costs, bonding rates, and anticipated future project costs necessitate increasing the rate in FY26 by 9%. This projection also takes into account pending EPA PFAS regulations compliance costs, which includes a new water treatment system for the Greenland Well.

The proposed water rate for the first 10 units of water consumed per month will increase from $5.02 to $5.47, and the rate for the consumption over 10 units per month will increase from $6.04 to $6.58.

Of the proposed water rate, $3.48 per unit is directly related to the capital needs and debt repayments for long-term borrowing. The rates for water usage and irrigation consumption are depicted in the adjacent tables.

The meter charge for FY26 will remain the same as the current charge and is based on the service size as listed in the following Minimum Water Charge table.

FY26 Water Rates	Rate (per unit)
First Tier Rate (10 units or less per month)	
Capital Related Rate, per unit billed	$3.48
1st Tier water service rate	$1.99
Total First Tier Rate	**$5.47**
Second Tier Rate (over 10 units per month)	
Capital Related Rate, per unit billed	$3.48
2nd Tier water service rate	$3.10
Total Second Tier Rate	**$6.58**
Irrigation Meter Rate	
1st Tier water service rate [0 - 10 units]	$6.58
2nd Tier water service rate [11- 20 units]	$12.43
3rd Tier water service rate [over 20 units]	$15.34

Water Meter Charge	
Meter Size	Monthly Rate
5/8"	$4.95
3/4"	$4.95
1"	$8.27
1 1/2"	$14.25
2"	$22.91
3"	$36.26
4"	$68.74
6"	$120.27
8"	$168.01
10"	$252.02

Detailed water usage analysis was performed as part of the comprehensive Water and Sewer rate study. The study analyzed water usage for all customers based on average usage. This analysis provided a detailed picture of the water use demographics throughout the water system, a system that serves not only customers in Portsmouth but also Greenland, New Castle, Newington and portions of Durham, Madbury, and Rye. User categories were evaluated for commercial, industrial, and residential customers. That analysis showed that an average single-family customer on the Portsmouth water system uses 5 units per month. Therefore, the following table depicts the average monthly water charges for a residential customer.

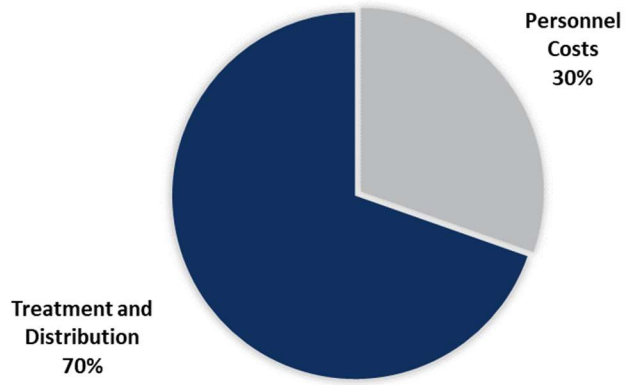
FY26 Water Rate

Average Residential Customer Bill
Monthly Consumption in units
(1 unit = 100 cf = 748 gallons)

	Rate	Billed Units	Month Charge
Capital Related Rate, per unit	$3.48	5	$17.40
1st Tier water service rates	$1.99	5	$9.95
Minimum Charge (5/8" meter)	$4.95	n/a	$4.95
Total Monthly Charge			**$32.30**
Total Annual Charge			**$387.60**

Average Daily Cost for Single Family Residential water customer = $1.06

Operating Costs – Cash Basis



Personnel costs represent 30% of the total cash requirements, while the remaining 70% represent costs related to the treatment and distribution of the water supply and facilities, which includes capital outlay and repayment of debt.

The City's Water Division continues to make significant changes to the operation of the system since the construction of the water treatment facility in Madbury in 2011. This LEED Silver Certified facility was designed to ensure a more sustainable operation of the water system's surface and groundwater sources of supply. A new PFAS treatment System was constructed and completed at Pease in April 2021 (This shows up in the Professional Contracted Services line on the Budget Summary of Expenditures Table). The cost of this facility, its design, and incremental operational costs are all reimbursed by the Air Force due to contamination caused by past use of firefighting foam at the former Pease Air Base. This reimbursement of $1,099,964 is reflected on the Special Agreements line of the Water Rate Calculation table.

Operations staff have successfully utilized the surface and groundwater sources in an integrated manner, which optimizes the use of surface water when quality and quantity are adequate and groundwater during peak operating periods. All of this information, combined with monthly tracking of weather, precipitation, and water demand trends, is updated and reported monthly through the City's Water Supply Update (https://www.cityofportsmouth.com/publicworks/water/supply-status).

Capital Projects

The table below represents capital projects and rolling stock equipment identified in the Capital Improvement Plan, Appendix II, and Rolling Stock Appendix I. These projects will be funded through water revenues.

Capital Outlay

Project Name	Amount
There are no proposed Capital Outlay Projects for FY26	-
TOTALS	$0

Rolling Stock

Vehicle & Equipment Replacement	Amount
F-550 (yellow) w/plow (Year 2 of 2)	80,000
Track Loader-SVL90-2 (Year 2 of 2)	60,000
Mini Track Excavator U-55-4 (Year 2 of 2)	87,000
Van w/lift (Split w/Sewer)	65,000
Misc Equipment	100,000
TOTALS	$392,000

Budget and Rate Summary – Water Division

As an Enterprise Fund, the Water Division prepares its budget using an accrual basis of accounting similar to the private sector. As the user rate is calculated based on the cash basis of accounting-year, adjustments from the accrual basis to the cash basis are necessary to establish the amount of cash required to fund FY26 expenses.

WATER RATE CALCULATION

PROPOSED BUDGET	FULL ACCRUAL BASIS OF ACCOUNTING	CASH REQUIREMENTS
Operations and Maintenance	9,293,155	9,293,155
Property Taxes	136,438	136,438
Equipment & Minor Capital needs	110,900	110,900
Depreciation	2,770,000	
Interest on Debt	1,586,330	1,586,330
Accrued Interest		0
Principal on Debt		3,188,200
Projected Principal Debt		298,333
OPEB Liability	69,500	
Capital Projects		0
Rolling Stock		392,000
BUDGET RESOLUTION	13,966,323	
CASH REQUIREMENT		15,005,356

ESTIMATED REVENUES/CASH	FULL ACCRUAL BASIS OF ACCOUNTING	CASH REQUIREMENTS
NON-User Fee- Revenues		
Fees	1,578,707	1,578,707
Special Agreements	1,100,172	1,100,172
Meter Charges	726,687	726,687
Interest on Investments	360,000	360,000
Other Utility Revenue	303,639	303,639
Sub Total	*4,069,205*	*4,069,205*
Other Financing Sources-Cash		
Special Agreements		42,000
Bond Premium Amortization	276,621	
Use of Net Position		842,236
Sub Total	*276,621*	*884,236*
FULL ACCRUAL REVENUES	**4,345,826**	
ESTIMATED CASH		**4,953,441**
Required to be raised by User Rates		10,051,915
Rate Stabilization Reserve		0
TO BE RAISED BY USER RATES		**$10,051,915**

Programs and Services

Water Assistance Programs - Effective January 1, 2015, the City implemented two (2) Water and Sewer Assistance Programs for residential homeowners or tenants serviced by the City's Water and Sewer Divisions which allow qualifying customers assistance with the payment of their water and sewer bills. Information regarding these programs can be found on the City's Website.

- The first program offered is for Annual Assistance of a 25% discount off water and sewer bills for income-eligible homeowners or tenants
- The second program offered is for temporary assistance of up to a 50% credit toward an outstanding residential water and sewer balance to a maximum of $300 for a financial hardship

Water Production - Provide water production for two public drinking water systems, one supplying Portsmouth, Newington, Greenland, New Castle, and portions of Rye, Madbury, and Durham, the other supplying the Pease International Tradeport.

- Operate and maintain Bellamy Reservoir (surface water supply)
- Operate and maintain seven wells in Portsmouth pressure zone and three wells on Pease International Tradeport pressure zone (groundwater supply)
- Operate and maintain Madbury and Pease Water Treatment Facilities and laboratory
- Increase public awareness of best practices in watershed management near the Bellamy Reservoir. Coordinate this effort with local communities especially with respect to obtaining undeveloped land for source water protection
- Continue to develop inter-municipal and interconnection agreements with adjacent water systems to provide response to water system emergencies. Current interconnections exist with the Rye Water District. Portsmouth is currently investigating options for an interconnection with Dover

Water Storage - Provide water storage capacity to meet peak water demands.

- Operate and maintain three storage tanks in Portsmouth and two in Pease

Water Distribution - Provide water distribution to service Portsmouth, Newington, Greenland, New Castle, Pease International Tradeport and portions of Rye, Madbury, and Durham.

- Provide drinking water supply
- Provide water for fire protection
- Operate and maintain over 200 miles of system transmission and distribution piping ranging from 2" to 24"
- Maintain over 8,712 services from the main in the street to curb shutoff, install new services.
- Maintain 659 fire services
- Maintain and install hydrants (including biannual flushing program)
- Maintain, install, and read water meters and monitor them via the automated meter reading system infrastructure
- Maintain and exercise valves
- Perform backflow testing annually at low hazard facilities and twice a year at high hazard facilities
- Produce annual quality report and continued customer outreach through website updates, news releases and facility tours

Technical Services - Provide technical services to Water Division.

- Maintain and further develop geographic mapping and information system
- Prepare maps and plans for information analysis and presentation
- Prepare technical specifications, drawings, and estimates
- Review projects in design phase and perform field survey work

- Perform engineering inspections for water construction projects
- Administer and operate the backflow and source water protection programs
- Maintain and update the inventory of water system assets to utilize with ongoing maintenance and capital planning

Goals and Objectives

Goal #1: Continue operations based on conjunctive approach to water management balancing

Objectives

- ✓ Implement recommendations of the Water Supply Master Plan Study of water availability and conjunctive management to optimize the efficient use of the water systems surface and groundwater supplies
- ✓ Continue to encourage and implement water efficiency measures through customer outreach and water efficiency programs, including the Water Efficiency Rebate Program which started in December 2014, the EPA's WaterSense program and the new irrigation meter ordinance
- ✓ Provide adequate training and operational direction to staff to achieve operator certifications at or above required standards
- ✓ Continue to develop and implement new standard operating procedures within the Water Division to optimize staff utilization, duties and operating efficiency
- ✓ Continue to work on water supply contingency planning for emergencies and droughts, to include working with adjacent water supplies for interconnection agreements and developing additional sources of supply
- ✓ Continue to improve water meter accounting and tracking of unaccounted-for water through meter calibrations, water use audits and leak detection efforts

Performance Measurements

- *Monitor daily water supply conditions and demands, together with tracking of precipitation and any pending drought conditions including participation as a member of the New Hampshire Drought Management Team. Assess these conditions and provide quarterly Water Supply Updates to our customers*
- *Offer water efficiency rebates to residential water customers so that we meet the goal of awarding 100 rebates/year*
- *Perform water meter change-outs by replacing at least ten percent of customer meters a year*
- *Meet New Hampshire DES's standard of meeting water balance goals of less than 15% unaccounted-for water*
- *Perform leak detection on 30% of the water mains in the system*

Citywide Goals Addressed

- *Deliver Services and Programs with Courtesy, Professionalism, and Efficiency*
- *Meet or Exceed State and Federal Legal/Regulatory Requirements Including those for a Safe and Healthy Community and Environment*

Goal #2: Continue steps to improve water quality, water quantity and system security

Objectives

- ✓ Optimize Water Treatment Plant and Distribution System operations utilizing the recommendations of the Stage II Disinfection By-Product Rule Upgrade Study project guidance; pursue capital projects including continuation of annual water line replacement, water source augmentation
- ✓ Continue upgrades to SCADA system water supply control and security applications
- ✓ Protect reservoir watershed areas and wellhead zones of contribution through land acquisition, regulation, and other available means as appropriate

Performance Measurements

- *Deliver drinking water that meets all current drinking water standards*
- *Implement state of the art computer security measures*
- *Work with neighboring communities to issue at least one direct public outreach message about source water protection annually*

Citywide Goals Addressed

- *Meet or Exceed State and Federal Legal/Regulatory Requirements Including Those for a Safe and Healthy Community and Environment.*
- *Maintain and Improve Infrastructure to Meet Needs of the Community.*

Goal #3: Develop sustainable funding strategies

Objectives

- ✓ Implement recommendations of rate study with focus on fair, equitable and sustainable funding utilizing the rate model as a guide
- ✓ Implement water asset management and operational maintenance program database information systems to improve system operations and long-term capital planning needs
- ✓ Implement the recommendations of the Water Supply Study for improved capital planning and operations - update study as needed
- ✓ Leverage state and federal funding opportunities to obtain low-interest loans and grants
- ✓ Continue to work with Air Force to secure agreements that continue to reimburse the City for the additional operational costs related to the Pease Water Treatment System treating PFAS contamination

Performance Measurements

- *Apply for state SRF and Grant funds*
- *Keep Air Force agreements current through the fiscal year*
- *Update rate model annually*

Citywide Goals Addressed

- *Maintain Financial Stability*
- *Maintain and Improve Infrastructure to Meet Needs of Community*

Additional Operational Measures

	FY23	FY24	FY25 (Est)	FY26 (Forecast)
Water Balance (annual)	3%	5%	7%	6%
Number of water main breaks	13	17	20	18
Leak detections performed (miles)	30	58	56	57
Leaks Detected and Repaired	4	0	2	1
DigSafe Tickets (locating)	3,077	3,267	3,632	3,700
DigSafe Labor Hours	1,219	870	1,018	1,020
Precipitation (inches – water year – Oct to Sept)	44.9	46.8	32.0	40.0
Hydrant Flushing (weeks – Spring and Fall)	10	14	14	15
Hydrant Flushing Labor Hours	777	1,198	1,109	1,018
Million Gallons Delivered (Surface and Groundwater)	1,392	1,358	1,498	1,400
Total Meter Work Orders	3,967	3,702	3,310	3,560
Meter Testing (in-house)	301	156	250	200
Meter Testing (large field)	74	53	77	70
New Service Applications	218	95	190	210
Customer Water Meter Replacements	983	817	774	776
Radio-reader replacements	128	237	250	252
Leak Code Tags	438	552	580	582
Backflow Prevention Device Tests	2,484	2,773	2,700	2,700
Water Efficiency Rebates – Low Flow Toilets (Total)	70 (1218)	54 (1,272)	80 (1,352)	65 (1,417)
Water Efficiency Rebates – Washing Machine (Total)	53 (401)	37 (438)	26 (464)	27 (491)
Single-Family Res. (Average Gals. per month) *	3,834	4,338	4,200	4,150
Single-Family Res. (Average Units billed per month) *	5	5	5	5

* Note: Water Consumption analysis performed on 2012 and 2017 water use data, together with current consumption accounting

FY26 BUDGETED POSITION AND SALARY DETAIL

	STEP		POSITION	SALARY
DEPARTMENT OF PUBLIC WORKS - WATER DIVISION				
ADMINISTRATION				
NON GRADE 28	E	①	DEPUTY CITY MANAGER	35,020
NON GRADE 26	H	⑦	DIRECTOR OF PUBLIC WORKS AND FACILITIES	39,343
NON GRADE 24	E	⑲	CYBERSECURITY ANALYST	27,297
PMA GRADE 24	D		WATER RESOURCES DIRECTOR	129,985
NON GRADE 24	C	⑦	OPERATIONS DIRECTOR II	30,949
PMA GRADE 21	E	⑦	FACILITIES DIRECTOR	29,504
SMA GRADE 16	H	⑧	FLEET GENERAL FOREMAN	29,252
PMA GRADE 16	E	⑨	PROJECT MANAGER	46,324
NON GRADE 15	F	⑦	ADMINISTRATIVE MANAGER - PUBLIC WORKS	22,289
NON GRADE 15	4D/8E	⑦	ADMINSTRATIVE MANAGER	21,718
PMA GRADE 15	7.5C/4.5D	⑯	ELECTRICAL INSPECTOR/TECHNICIAN	24,470
SMA GRADE 13	E	⑧	LEAD MECHANIC	24,137
1386A GRADE 13	C	⑧	EQUIPMENT MECHANIC TECHNICIAN	20,510
1386A GRADE 13	C	⑧	EQUIPMENT MECHANIC TECHNICIAN	20,510
1386A GRADE 13	8B/4C	⑧	EQUIPMENT MECHANIC TECHNICIAN	19,858
PMA GRADE 11	1F/11G	⑨	OFFICE MANAGER II	37,336
PMA GRADE 11	E	⑦	ADMINISTRATIVE ASSISTANT II	18,191
PMA GRADE 11	6C/6D	⑦	ADMINISTRATIVE ASSISTANT II	16,913
PMA GRADE 11	5C/7D	⑧	OFFICE MANAGER II	20,378
PMA GRADE 9	5.5G/6.5H	⑦	OPERATIONAL SUPPORT COORDINATOR	17,158
PMA GRADE 9	2.5D/9.5E	⑨	ADMINISTRATIVE ASSISTANT-UTILITY BILLING	32,707
1386A GRADE 5	E	⑧	EQUIPMENT MECHANIC ASSISTANT	15,354
			ON CALL	3,510
			EDUCATION STIPEND(S)	2,688
			TOTAL ADMINISTRATION FULL TIME	**685,401**
NON GRADE 25	H	⑭	REGULATORY COUNSEL (26 HOURS/WEEK)	45,111
NON GRADE 12	1.5B/10.5C	④	ACCOUNTANT I (32.5 HRS/WK)	14,982
			TOTAL ADMINISTRATION PART TIME	**60,093**
ENGINEERING				
PMA GRADE 24	E	⑨	ENGINEER SUPERVISOR	68,242
PMA GRADE 21	H	⑦	PROJECT MANAGER - ENGINEERING & OPERATIONS	30,927
PMA GRADE 21	G	⑨	TECH WASTEWATER OPERATIONS MANAGER	60,640
PMA GRADE 21	D	⑳	OPERATIONS MANAGER	28,099
PMA GRADE 20	E	⑦	FACILITIES PROJECT MANAGER	28,107
PMA GRADE 18	G	⑨	SCADA MANAGER	52,442
PMA GRADE 18	E	⑨	ASSISTANT CITY ENGINEER/PLANNER	51,030
PMA GRADE 16	E	⑨	PROJECT MANAGER	46,324
PMA GRADE 16	6A/6B	⑰	PROJECT MANAGER	27,345
PMA GRADE 15	F	⑨	SCADA TECH II	44,578
PMA GRADE 15	5D/7E	⑨	SCADA TECH II	43,261
PMA GRADE 14	2.5B/9.5C	⑥	PLANNER I	18,892
PMA GRADE 13	C	⑨	GIS SPECIALIST II	36,345
PMA GRADE 9	D	⑪	WATER QUALITY SPECIALIST I	31,461
			ON CALL	5,850
			EDUCATION STIPEND(S)	1,792
			TOTAL ENGINEERING FULL TIME	**575,335**
			ENGINEERING INTERNS	25,000
			TOTAL ENGINEERING PART TIME	**25,000**

FY26 BUDGETED POSITION AND SALARY DETAIL

	STEP		POSITION	SALARY
WATER SUPPLY AND TREATMENT				
PMA GRADE 21	E	⑩	OPERATIONS MANAGER	59,007
SMA GRADE 19	H		CHIEF PLANT OPERATOR	112,332
SMA GRADE 16	E		ASSISTANT CHIEF PLANT OPERATOR	93,021
PMA GRADE 15	E		ASSISTANT WATER RESOURCE MANAGER	88,273
1386A GRADE 13	F		PLANT OPERATOR-L2-MADBURY	77,445
1386A GRADE 13	F		PLANT OPERATOR-L2-MADBURY	77,445
1386A GRADE 13	E		PLANT OPERATOR-L2-MADBURY	75,372
1386A GRADE 13	2C/10D		PLANT OPERATOR-L2-MADBURY	71,214
PMA GRADE 13	B		WATER QUALITY SPECIALIST II	69,229
			ON CALL MONITORING	23,576
			EDUCATION STIPEND(S)	1,792
			TOTAL WATER SUPPLY AND TREATMENT FULL TIME	**748,706**
DISTRIBUTION				
PMA GRADE 16	H	⑨	PROJECT MANAGER	48,558
SMA GRADE 16	G	⑨	GENERAL FOREMAN	47,798
SMA GRADE 14	H		WATER FOREMAN	88,509
1386A GRADE 13	G		ASSISTANT FOREMAN-L2	79,575
1386A GRADE 9	E		EQUIPMENT OPERATOR I-L1	62,836
1386A GRADE 9	C		HEO II L2	58,163
1386A GRADE 7	E		UTILITY MECHANIC-L2	58,240
1386A GRADE 7	C		UTILITY MECHANIC-L2	53,024
1386A GRADE 5	E		LABORER-L2	53,070
			ON CALL	9,264
			TOTAL DISTRIBUTION FULL TIME	**559,037**
METERS				
1386A GRADE 7	G	⑨	UTILITY MECHANIC - L2	30,684
1386A GRADE 7	G	⑨	UTILITY MECHANIC - L2	30,684
1386A GRADE 7	E	⑨	UTILITY MECHANIC - L2	29,120
1386A GRADE 7	E	⑨	UTILITY MECHANIC - L2	29,120
			ON CALL	1,463
			TOTAL METERS	**121,071**
			TOTAL FULL TIME	**2,689,550**
			TOTAL PART TIME	**85,093**
			TOTAL DEPARTMENT	**2,774,643**

FY26 BUDGETED POSITION AND SALARY DETAIL

	STEP		POSITION	SALARY
ADDITIONAL PERSONNEL				
PMA GRADE 21	E	⑩	OPERATIONS MANAGER	59,007
1386A GRADE 13	C		PLANT OPERATOR-L2	70,504
			TOTAL ADDITIONAL PERSONNEL	**129,511**

FOR TOTAL SALARY, PLEASE SEE PERSONNEL SUMMARY OF THE BUDGET

① 60% CITY MANAGER, 20% WATER, 20% SEWER
④ 48% FINANCE, 25% SEWER, 25% WATER, 2% SCHOOL
⑥ 50% PLANNING, 25% WATER, 25% SEWER
⑦ 25% WATER, 25% SEWER, 25% PUBLIC WORKS, 25% PARKING
⑧ 30% PUBLIC WORKS, 30% WATER, 30% SEWER, 10% PARKING
⑨ 50% WATER, 50% SEWER
⑩ 50% WATER, 50% AIRFORCE
⑪ 50% WATER, 50% STORMWATER
⑭ 5% PUBLIC WORKS, 40% WATER, 40% SEWER, 15% PARKING AND TRANSPORTATION
⑯ 40% INSPECTION, 30% WATER, 30% SEWER
⑰ 5% PUBLIC WORKS, 35% WATER, 35% SEWER, 25% PARKING
⑲ 20% IT, 20% POLICE, 20% SCHOOL, 20% WATER, 20% SEWER
⑳ 25% WATER, 25% SEWER, 50% STORMWATER

WATER DEPARTMENT

ADMINISTRATION PORTSMOUTH
50-751-610-51-100-492

		FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
011001	REGULAR SALARIES	486,108	456,056	538,389	685,401
011061	INSURANCE REIMBURSEMENT	5,100	4,508	6,100	6,000
011064	COLL BARG CONTINGENCY	-	-	-	63,495
012001	PART TIME SALARIES	10,723	7,716	14,269	60,093
014041	OVERTIME	10,000	8,851	7,500	7,500
015001	LONGEVITY	15,105	14,685	16,316	18,417
016001	LEAVE AT TERMINATION	50,000	77,981	40,000	40,000
021001	INSURANCE-HEALTH	529,000	455,678	611,500	740,355
021101	INSURANCE-DENTAL	39,310	31,022	41,900	49,806
021501	INSURANCE-LIFE	3,700	2,942	4,115	4,466
021601	INSURANCE-DISABILITY	6,770	5,834	7,507	5,658
021802	OPEB-HEALTH INS EXP	8,000	(14,407)	8,000	8,000
021803	OPEB-MED SUBSIDY EXP	1,500	(23,207)	5,000	1,500
022001	SOCIAL SECURITY	32,677	30,824	36,120	48,199
022501	MEDICARE	7,642	7,003	8,447	11,273
023001	RETIREMENT	69,857	87,860	76,892	90,693
023004	OPEB-RETIREMENT LIAB ADJ	60,000	288,249	60,000	60,000
026002	INSURANCE-WORKERS COMP	39,656	39,656	32,139	36,074
030101	PROF SERVICES-AUDIT	7,293	7,293	7,700	8,050
031002	PROF SERVICES-ENGINEERING	12,000	10,371	25,000	30,000
032001	PROF SERVICES-O/S COUNSEL	10,000	-	10,000	10,000
033002	ADMINISTRATIVE OVERHEAD	874,665	874,665	926,466	906,576
034001	LOCK BOXES	7,500	6,939	5,500	6,000
034103	TELEPHONE	2,500	1,000	2,500	1,320
034206	SOFTWARE-ANNUAL MAINT	86,090	43,296	104,217	118,715
035002	PROF SERV- SUBSTANCE TEST	1,000	855	1,200	1,200
039001	PROFESSIONAL SERVICES	21,000	28,607	20,000	20,000
043024	REPAIRS-VEHICLE	-	-	-	3,000
043028	MAINTENANCE	7,500	7,742	8,040	-
044006	PRINTING LEASE/MAINT	2,000	2,157	2,000	2,200
048001	PROPERTY INS-DEDUCTIBLES	3,000	-	3,000	3,000
048002	PROPERTY INSURANCE	80,298	80,298	64,731	66,797
053001	ADVERTISING	1,000	900	1,000	1,500
054050	TRAINING	2,250	1,139	2,000	2,250
055050	PRINTING	20,000	26,378	27,400	24,300
056001	DUES PROFESSIONAL ORGANIZ	1,500	2,987	3,120	5,000
057101	TRAVEL AND CONFERENCE	4,250	3,789	4,200	4,200
061001	FIRST AID	2,000	2,030	2,400	5,000
061003	MEETING SUPPLIES	-	-	500	500
062001	OFFICE SUPPLIES	12,000	4,961	12,000	6,000
062501	POSTAGE	35,000	33,319	32,700	33,200
063501	GASOLINE	50,000	44,477	48,337	45,850
075001	FURNITURE AND FIXTURES	300	-	500	500
081005	TAXES	138,500	115,001	126,500	136,438
086001	DEPRECIATION	2,700,000	2,599,553	2,595,000	2,770,000
088011	ASSISTANCE WATER/SEWER	1,500	661	1,500	1,500
092101	FINANCING FEES ON DEBT	-	36,397	35,000	50,000
098102	INTEREST-BONDED DEBT	1,145,559	1,147,653	1,474,140	1,586,330
		6,603,853	**6,563,718**	**7,060,845**	**7,786,356**

ENGINEERING ADMIN PORTSMOUTH
50-751-610-52-100-492

011001	REGULAR SALARIES	367,547	319,712	390,475	575,335
012001	PART TIME SALARIES	40,000	23,154	40,000	25,000
014041	OVERTIME	1,500	3,382	1,000	100
022001	SOCIAL SECURITY	25,361	20,695	26,751	37,227
022501	MEDICARE	5,931	4,823	6,256	8,706
023001	RETIREMENT	49,932	43,765	52,967	73,368
031002	PROF SERVICES-ENGINEERING	25,000	15,578	65,500	22,000
033004	GROUNDWATER PROTECT PRGM	15,000	323	15,000	15,000
034103	TELEPHONE	1,700	1,792	2,000	2,100

		FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
034104	CELLULAR PHONES	1,900	1,975	1,920	1,800
039054	PROF/SERVICES-CONTRACT	10,000	-	11,000	-
054003	STATE CERTIFICATION	-	-	-	800
054050	TRAINING	2,000	100	3,600	5,400
056001	DUES PROFESSIONAL ORGANIZ	1,250	575	1,600	-
057101	TRAVEL AND CONFERENCE	750	1,014	600	2,450
062001	OFFICE SUPPLIES	200	520	300	300
062007	COMPUTER/PRINTER SUPPLIES	1,250	292	500	500
062011	OPERATING SUPPLIES	100	330	950	1,100
067001	BOOKS & PERIODICALS	-	-	200	500
074000	MACHINERY AND EQUIPMENT	-	-	500	500
		549,421	**438,031**	**621,119**	**772,186**
TREATMENT PLANT PORTSMOUTH					
50-751-650-54-180-492					
011001	REGULAR SALARIES	735,739	711,896	802,015	748,706
011060	ON CALL MONITORING	21,980	21,679	15,386	-
014041	OVERTIME	45,000	46,331	40,000	40,000
022001	SOCIAL SECURITY	49,769	46,444	53,159	48,899
022501	MEDICARE	11,639	10,862	12,432	11,436
023001	RETIREMENT	108,608	103,549	116,006	100,560
031003	PROF SERVICES-SCADA	10,000	30,870	3,000	10,410
034103	TELEPHONE	11,000	11,777	13,000	13,000
034104	CELLULAR PHONES	18,000	21,026	14,400	11,400
039001	PROFESSIONAL SERVICES	-	-	-	28,500
039051	SECURITY/ALARMS	2,000	526	2,000	2,000
039085	HAZARD MITIGATION PLAN	-	-	5,000	5,000
041002	ELECTRICITY	140,000	133,710	167,400	164,140
041101	NATURAL GAS	-	300	-	-
041103	PROPANE GAS	43,075	58,977	63,650	38,250
041301	RUBBISH REMOVAL	800	600	600	600
041308	GRIT DISPOSAL	160,000	149,080	141,775	148,030
043002	REPAIRS-ELECTRICAL	6,000	16,688	6,000	10,000
043005	REPAIRS-HEATING SYSTEM	10,000	14,454	19,000	30,000
043018	REPAIRS-EQUIPMENT	20,000	30,172	27,000	36,500
043024	REPAIRS-VEHICLE	8,000	17,539	8,000	15,000
043025	REPAIRS-BLDINGS & GROUNDS	20,000	13,165	20,000	39,000
043026	REPAIRS-COMPUTER EQUIP	-	-	-	100
043028	MAINTENANCE	35,000	26,656	37,100	-
043030	BELLAMY DAM	500	6,790	2,350	5,700
043031	SCADA EQUIPMENT	15,000	23,633	9,000	4,000
043032	GENERATOR MAINTENANCE	3,000	4,780	5,000	3,000
054003	STATE CERTIFICATION	500	700	300	1,968
054050	TRAINING	3,000	2,783	3,200	4,000
056007	OPERATIONAL PERMITS	1,500	-	1,900	1,900
057101	TRAVEL AND CONFERENCE	2,500	490	2,500	5,700
057102	TRAVEL REIMBURSEMENT	1,000	525	1,000	1,000
062001	OFFICE SUPPLIES	3,000	3,056	3,500	2,200
062011	OPERATING SUPPLIES	10,000	20,762	15,100	30,700
063600	DIESEL FUEL	4,500	8,408	4,500	4,500
063800	MATERIALS-CHEMICALS	575,000	427,574	575,460	616,146
064001	JANITORIAL SUPPLIES	-	-	-	1,200
067001	BOOKS & PERIODICALS	200	116	350	350
068003	PROTECTIVE CLOTHING	5,000	11,613	8,200	13,450
068030	TOOLS	3,000	5,423	3,000	20,200
074000	MACHINERY AND EQUIPMENT	30,000	53,321	30,000	44,700
075000	FURNITURE AND FIXTURES	-	-	-	11,000
		2,114,310	**2,036,274**	**2,232,283**	**2,273,245**

		FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
TREATMENT PLANT PEASE					
50-751-650-54-580-492					
031003	PROF SERVICES-SCADA	4,000	20,526	4,500	6,250
034103	TELEPHONE	2,000	-	-	-
039001	PROFESSIONAL SERVICES	-	-	-	1,400
039010	PROF/SERVICES-LAB TESTS	8,000	7,025	9,550	11,000
039051	SECURITY/ALARMS	1,000	480	500	500
041002	ELECTRICITY	25,800	29,601	25,000	27,540
041205	WATER /SEWER FEES	-	257	300	275
043018	REPAIRS-EQUIPMENT	-	-	4,000	4,000
043025	REPAIRS-BLDINGS & GROUNDS	1,000	3,648	2,000	6,000
043028	MAINTENANCE	1,000	1,344	1,000	-
043031	SCADA EQUIPMENT	-	-	1,000	1,000
043032	GENERATOR MAINTENANCE	700	885	3,400	3,000
062001	OFFICE SUPPLIES	600	971	700	500
062011	OPERATING SUPPLIES	10,000	8,030	14,500	13,000
063800	MATERIALS-CHEMICALS	13,000	5,386	5,900	12,800
064001	JANITORIAL SUPPLIES	-	-	-	1,200
068030	TOOLS	1,000	226	2,000	2,000
074000	MACHINERY AND EQUIPMENT	2,000	3,944	2,000	2,400
075000	FURNITURE AND FIXTURES	-	-	-	600
		70,100	**82,323**	**76,350**	**93,465**
LABORATORY PORTSMOUTH					
50-751-650-55-180-492					
039001	PROFESSIONAL SERVICES	-	-	-	2,000
039010	PROF/SERVICES-LAB TESTS	42,500	41,312	47,700	53,000
043018	REPAIRS-EQUIPMENT	-	-	6,000	6,000
043028	MAINTENANCE	2,500	2,086	-	-
062011	OPERATING SUPPLIES	10,000	14,982	24,000	29,200
074000	MACHINERY AND EQUIPMENT	5,000	-	-	13,500
		60,000	**58,380**	**77,700**	**103,700**
TREATMENT-WELLS PORTSMOUTH					
50-751-650-56-171-492					
041002	ELECTRICITY	47,000	39,194	45,000	46,175
041103	PROPANE GAS	4,000	1,271	1,500	900
043002	REPAIRS-ELECTRICAL	500	805	6,500	10,000
043018	REPAIRS-EQUIPMENT	1,000	7,413	5,000	12,000
043025	REPAIRS-BLDINGS & GROUNDS	3,000	81	5,500	5,500
043028	MAINTENANCE	20,000	15,706	11,000	-
043031	SCADA EQUIPMENT	-	-	1,000	7,000
043032	GENERATOR MAINTENANCE	-	-	3,600	5,600
062011	OPERATING SUPPLIES	2,000	8,821	7,000	11,500
074000	MACHINERY AND EQUIPMENT	5,000	5,047	5,000	7,700
		82,500	**78,338**	**91,100**	**106,375**
STORAGE TANKS PORTSMOUTH					
50-751-650-57-177-492					
039001	PROFESSIONAL SERVICES	-	-	-	1,000
041002	ELECTRICITY	6,000	9,300	9,000	6,500
043025	REPAIRS-BLDINGS & GROUNDS	-	-	-	7,000
043028	MAINTENANCE	3,000	24,047	5,000	-
043031	SCADA EQUIPMENT	-	-	1,000	3,750
		9,000	**33,347**	**15,000**	**18,250**

		FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
TREATMENT WELLS PEASE					
50-751-650-56-571-492					
031003	PROF SERVICES-SCADA	-	-	-	5,500
041002	ELECTRICITY	20,000	24,558	20,000	19,530
043018	REPAIRS-EQUIPMENT	25,000	5,999	20,000	20,000
043031	SCADA EQUIPMENT	-	-	1,000	1,000
		45,000	**30,557**	**41,000**	**46,030**
STORAGE TANKS PEASE					
50-751-650-57-577-492					
041002	ELECTRICITY	3,600	-	-	5,000
043025	REPAIRS-BLDINGS & GROUNDS	-	-	-	1,800
043028	MAINTENANCE	900	737	800	-
043031	SCADA EQUIPMENT	-	-	1,000	1,000
		4,500	**737**	**1,800**	**7,800**
BOOSTER STATION PORTSMOUTH					
50-751-650-58-182-492					
031003	PROF SERVICES-SCADA	-	-	1,250	4,250
039001	PROFESSIONAL SERVICES	-	-	-	6,800
039051	SECURITY/ALARMS	300	-	300	300
041002	ELECTRICITY	133,000	132,137	140,800	146,700
043005	REPAIRS-HEATING SYSTEM	-	-	-	1,000
043018	REPAIRS-EQUIPMENT	3,000	5,546	5,000	5,000
043025	REPAIRS-BLDINGS & GROUNDS	1,000	2,336	2,000	3,000
043028	MAINTENANCE	3,000	4,759	4,000	-
043031	SCADA EQUIPMENT	-	-	1,000	1,000
043032	GENERATOR MAINTENANCE	1,000	861	2,200	2,500
062011	OPERATING SUPPLIES	-	-	-	1,800
063600	DIESEL FUEL	-	-	2,000	1,200
064001	JANITORIAL SUPPLIES	-	-	-	500
068030	TOOLS	-	-	-	2,200
074000	MACHINERY AND EQUIPMENT	4,100	3,902	19,600	18,600
		145,400	**149,542**	**178,150**	**194,850**
DISTRIBUTION-ADMIN PORTSMOUTH					
50-751-660-51-100-492					
011001	REGULAR SALARIES	506,016	351,674	550,029	559,037
012001	PART TIME SALARIES	5,871	-	5,871	-
014041	OVERTIME	60,000	96,604	70,000	70,000
022001	SOCIAL SECURITY	35,457	26,620	38,806	39,000
022501	MEDICARE	8,292	6,226	9,076	9,121
023001	RETIREMENT	76,582	60,663	83,890	80,202
034103	TELEPHONE	1,600	1,343	1,560	1,200
034104	CELLULAR PHONES	6,000	6,559	4,380	5,400
039001	PROFESSIONAL SERVICES	-	-	-	12,000
041210	RYE WHOLESALE WATER	-	14,330	16,000	16,000
041305	HOUSEHOLD HAZARDOUS WASTE	15,000	39,804	20,000	40,000
043018	REPAIRS-EQUIPMENT	3,000	279	5,000	6,000
043024	REPAIRS-VEHICLE	35,000	35,261	35,000	35,000
043025	REPAIRS-BLDINGS & GROUNDS	1,500	-	15,000	10,000
043028	MAINTENANCE	-	80	-	-
044002	RENTAL OTHER EQUIPMENT	1,000	-	1,000	2,500
044006	PRINTING LEASE/MAINT	700	730	780	840
054003	STATE CERTIFICATION	1,250	1,225	550	1,100

		FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
054050	TRAINING	15,500	9,393	18,000	18,000
057101	TRAVEL AND CONFERENCE	500	-	800	1,350
062001	OFFICE SUPPLIES	750	1,698	550	550
062011	OPERATING SUPPLIES	3,500	4,350	1,450	1,850
065051	GROUNDSKEEPING-DIG SAFE	5,500	5,360	7,500	7,000
068003	PROTECTIVE CLOTHING	6,000	6,815	7,224	11,854
068012	STOCK INVENTORY	-	(5,526)	-	-
068016	MATERIALS	-	3,817	-	-
068030	TOOLS	9,500	13,821	9,500	8,800
074000	MACHINERY AND EQUIPMENT	9,000	5,041	10,500	10,800
075001	FURNITURE AND FIXTURES	1,000	-	1,000	2,500
		808,518	**686,168**	**913,466**	**950,104**

DISTRIBUTION-MAINS PORTSMOUTH
50-751-660-61-100-492

039054	PROF/SERVICES-CONTRACT	-	120	-	-
068016	MATERIALS	270,000	127,690	270,000	250,000
		270,000	**127,810**	**270,000**	**250,000**

DISTRIBUTION-METERS PORTSMOUTH
50-751-660-64-100-492

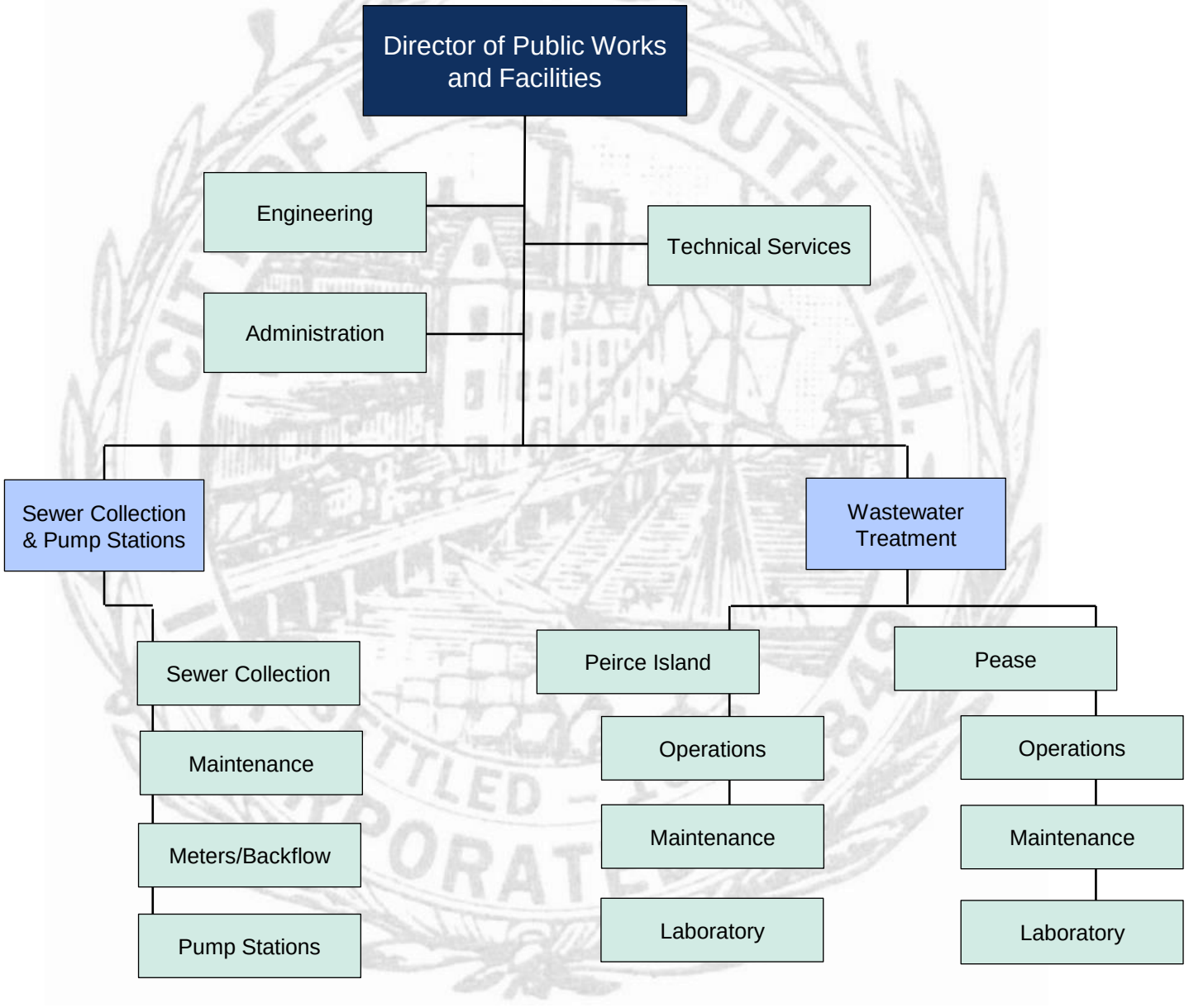
011001	REGULAR SALARIES	135,772	124,198	144,500	121,071
014041	OVERTIME	8,000	5,201	5,000	7,000
022001	SOCIAL SECURITY	8,914	7,719	9,269	7,940
022501	MEDICARE	2,085	1,805	2,168	1,857
023001	RETIREMENT	19,452	17,521	20,227	16,329
039054	PROF/SERVICES-CONTRACT	3,000	254	3,000	3,000
043018	REPAIRS-EQUIPMENT	3,000	336	1,500	1,500
062011	OPERATING SUPPLIES	6,625	5,361	6,000	6,000
068003	PROTECTIVE CLOTHING	1,365	1,501	3,300	3,300
068016	MATERIALS	90,000	53,071	90,000	90,000
074000	MACHINERY AND EQUIPMENT	7,000	1,296	6,000	6,000
		285,213	**218,263**	**290,964**	**263,997**

AIR FORCE REIMBURSEMENT
50-998-650-54-580-492

011001	REGULAR SALARIES	95,133	125,158	173,641	129,511
011060	ON CALL MONITORING	3,360	424	6,594	-
011064	COLL BARG CONTINGENCY	-	-	-	2,020
014041	OVERTIME	10,000	3,123	10,000	5,000
021001	INSURANCE-HEALTH	26,750	26,711	58,400	63,700
021101	INSURANCE-DENTAL	1,920	1,916	4,020	4,220
021501	INSURANCE-LIFE	165	165	294	214
021601	INSURANCE-DISABILITY	295	342	539	389
022001	SOCIAL SECURITY	6,727	7,630	11,795	8,340
022501	MEDICARE	1,573	1,784	2,758	1,950
023001	RETIREMENT	14,679	17,407	25,739	17,150
031002	PROF SERVICES-ENGINEERING	65,000	65,000	65,000	25,000
031003	PROF SERVICES-SCADA	-	-	-	15,530
031011	PROF SERVICE-FILTER MEDIA	525,000	597,930	650,000	663,000
039010	PROF/SERVICES-LAB TESTS	74,880	66,436	74,880	76,378
041002	ELECTRICITY	37,500	32,387	37,500	37,050
041101	NATURAL GAS	6,200	7,619	6,200	6,355
043018	REPAIRS-EQUIPMENT	5,000	11,381	5,000	10,000
043024	REPAIRS-VEHICLE	500	163	500	1,000
043028	MAINTENANCE	14,200	12,020	10,000	10,000
044002	RENTAL OTHER EQUIPMENT	-	9,297	-	8,000
062011	OPERATING SUPPLIES	1,000	-	1,000	1,040
063501	GASOLINE	2,000	2,612	3,960	4,118
074000	MACHINERY AND EQUIPMENT	5,000	2,315	5,000	10,000
		896,882	**991,820**	**1,152,820**	**1,099,965**

		FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
TOTAL WATER DIVISION		**11,944,697**	**11,495,307**	**13,022,597**	**13,966,323**
CASH REQUIREMENTS ADJUSTMENTS					
021804	OPEB-CASH REVERSAL	(69,500)	(250,635)	(73,000)	(69,500)
086001	DEPRECIATION	(2,700,000)	(2,700,000)	(2,595,000)	(2,770,000)
098001	PRINCIPAL-BONDED DEBT	2,880,000	2,880,000	2,870,000	3,188,200
098102	INTEREST-BONDED DEBT	22,255	-	18,685	-
098010	PROJECTED NEW BOND PAYMNT	-	-	361,367	298,333
099002	ROLLING STOCK	315,000	315,000	330,000	392,000
Total Cash Requirements Adjustment		**447,755**	**244,365**	**912,052**	**1,039,033**
TOTAL CASH REQUIREMENTS WATER		**12,392,452**	**11,739,672**	**13,934,649**	**15,005,356**

Department of Public Works
Sewer Division
(Enterprise Fund)



Mission

To provide cost-effective, reliable, and high-quality wastewater collection and treatment services to its customers. We are committed to operating and maintaining our facilities economically and safely while protecting the public health and the environment.

Sewer Division Position Summary Schedule

Positions Full Time	FY25	FY25	FY26
Deputy City Manager	0.20	0.20	0.20
Director of Public Works & Facilities	0.10	0.10	0.25
Deputy Public Works Director	0.50	0.50	-
City Engineer (Engineer Supervisor)	0.50	0.50	0.50
Operations Director II	-	-	0.25
Operations Director	-	0.25	-
Cybersecurity Analyst		-	0.20
Project Manager for Engineering & Operations	-	-	0.25
Operations Manager	0.25	-	0.25
Administrative Manager	0.25	0.50	0.50
Facilities Manager	0.25	0.25	0.25
Assistant City Engineer - Planner	0.50	0.50	0.50
Facilities Project Manager	-	-	0.25
Project Manager	1.50	1.50	1.85
Associate Planner	0.25	0.25	0.25
Administrative Assistant II	-	0.55	0.50
Office Manager II	-	0.30	0.80
Administrative Assistant I	1.05	0.50	0.50
Admin Clerk	0.25	-	-
Special Project Coordinator	0.25	0.25	-
Water/Sewer Billing	-	-	-
Operational Support Coordinator	0.25	0.25	0.25
Technician Wastewater Operations Manager	-	0.50	0.50
SCADA Manager	0.50	0.50	0.50
SCADA Tech	0.50	-	-
SCADA Tech II	1.50	1.00	1.00
Electrical Inspector/Technician	0.30	0.30	0.30
Wastewater Operations Manager	-	1.00	1.00
Pretreatment Coordinator	1.00	1.00	1.00
GIS/Stormwater Manager	0.50	0.50	-
GIS Specialist II	-	-	0.50
GIS Specialist	0.50	0.50	-
Chief Plant Operator (CPO)	2.00	2.00	2.00
Assistant Chief Plant Operator (ACPO)	2.00	2.00	2.00
Pump Station Manager	1.00	1.00	1.00
Treatment Operations Foreman	2.00	2.00	2.00
Plant Operator I	8.00	8.00	9.00
General Foreman	0.50	1.00	0.50
Sewer Foreman	1.00	-	-
Utility Inspection & Maintenance Foreman	0.50	0.50	0.50
Lift Station Operator I	2.00	3.00	3.00
Equipment Operator I	1.50	1.50	1.50
Camera Operator	0.50	0.50	0.50
Meter Technicians	-	-	2.00
Utility Mechanic	2.50	2.50	1.00
Truck Driver I	1.00	-	-
Laborer	-	1.00	1.00
Fleet General Foreman	0.30	0.30	0.30
Lead Equipment Mechanic	-	0.30	0.30
Equipment Mechanic	1.20	0.90	0.90
Inventory Management Specialist	0.30	-	-
Equipment Mechnaic Assistant	0.30	0.30	0.30
Totals Full Time	**37.50**	**38.50**	**40.15**
Positions Part-Time	**FY25**	**FY25**	**FY26**
Regulatory Counsel	-	-	0.40
Accountant I	0.25	0.25	0.25
Number of part-time engineering interns vary throughout the year.			
Totals Part Time	**0.25**	**0.25**	**0.65**

Sewer Division ~ Enterprise Fund

Services Overview

- ✓ Sewer Assistance Program
- ✓ Wastewater Collection
- ✓ Wastewater Treatment
- ✓ Technical Services

The Sewer Division is one of the City's Enterprise 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.

The following table represents the cash requirements necessary to meet expenses for the operations of the Sewer Division for FY26.

Did you know?

The City treated over 1,600 million gallons of wastewater at both the Peirce Island and Pease Wastewater Treatment Facilities in 2024?

Budget Summary of Expenditures

SEWER DEPARTMENT	FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
SALARIES	2,898,870	2,827,186	3,076,348	3,381,543
PART-TIME SALARIES	56,594	17,701	60,140	85,093
OVERTIME	209,250	267,460	210,500	213,100
LONGEVITY	14,930	14,511	17,209	17,203
HEALTH INSURANCE	571,000	528,906	666,200	806,073
DENTAL INSURANCE	42,000	42,607	49,500	56,145
INSURANCE REIMBURSEMENT	17,100	14,925	17,100	15,000
LEAVE AT TERMINATION	40,000	15,515	35,000	35,000
WORKERS' COMPENSATION	43,456	43,456	46,976	52,206
RETIREMENT	425,387	437,652	450,148	460,510
OTHER BENEFITS	257,998	247,235	273,094	302,584
COLLECTIVE BARGAINING CONTINGENCY	-	-	-	65,525
Contractual Obligations	4,576,585	4,457,153	4,902,215	5,489,982
CHEMICALS	1,985,000	2,454,619	2,292,341	2,408,008
REPAIRS & MAINTENANCE	668,050	554,029	785,905	810,495
ELECTRICITY	928,500	925,384	965,265	991,105
NATURAL GAS	3,500	9,418	18,480	14,569
PROPANE & FUEL OIL	153,750	156,212	151,500	142,938
GASOLINE & DIESEL	47,050	44,311	55,425	50,300
ADMINISTRATIVE OVERHEAD	874,665	874,665	926,466	906,576
SLUDGE/GRIT REMOVAL	808,000	760,138	932,850	913,637
PROF CONTRACTED SERVICES	563,665	591,751	516,010	807,690
PERMITS EXPENSES/LEGAL FEES	375,000	350,300	350,000	355,000
EQUIPMENT	320,750	267,627	250,000	359,314
STOCK MATERIAL	152,000	80,309	152,000	140,000
PRINCIPAL-BONDED DEBT	7,460,226	7,460,226	7,600,225	7,461,320
INTEREST ON DEBT	3,671,779	3,442,232	3,638,713	3,713,227
PROJECTED PRINCIPAL DEBT	344,947	344,947	340,317	380,833
CAPITAL OUTLAY	200,000	200,000	-	250,000
ROLLING STOCK	405,000	405,000	470,000	495,000
ASSISTANCE PROGRAM	7,500	2,227	7,500	7,500
TRANSFER TO STORMWATER	469,044	469,044	486,628	546,510
GOFERR REIMBURSEMENT	-	-	-	-
OTHER OPERATING	685,029	781,374	813,525	1,027,005
Other Operating	20,123,455	20,173,814	20,753,150	21,781,027
CASH REQUIREMENTS	24,700,040	24,630,967	25,655,365	27,271,009

Rate Stabilization Model and Rate Structure

The Sewer Division utilizes a Sewer Rate Model to project rates needed to address major capital project costs and changes in operational costs. The rate model serves as a tool to allow for long-term planning. Prudent financial planning continues to result in predictable and stable rate increases to allow for funding of future capital projects without major impacts to customers in any one year. As a result of anticipated future major capital investments, such as with the recently completed Peirce Island Wastewater Treatment Facility (WWTF) upgrades, the City implemented a rate stabilization reserve policy in FY14 as recommended by the City's Water and Sewer Rate Model consultant. This policy allows for either the increase or use of net position to create a rate structure that is stable and predictable from year to year to lessen the user rate impact due to future capital investments or unanticipated losses of revenue.

The Sewer Division uses a two-tier inclining rate block structure similar to the Water Division. Sewer charges are based on water consumption. The first 10 units (a unit is 100 cubic feet or 748 gallons) of consumption per month will be billed at one rate, and any consumption greater than 10 units will be billed at a higher rate. This two-tier inclining rate block structure provides an equitable method of financing wastewater operations.

Sewer User Rates

The FY26 user rates reflect a 4% increase from the FY25 rates.

The sewer rate is strongly impacted by the capital costs associated with Federal and State regulatory issues. Future capital upgrades associated with these mandates are currently being planned as the City continues with the Long-Term Control Plan (LTCP) sewer separation program, individual National Pollutant Discharge Elimination Permits System (NPDES) permits from the EPA, the Great Bay Total Nitrogen General Permit and implementation of consent decree related items.

Utilization of the City's rate model and net position has allowed for predictable and steady rate increases, however, recent increases in treatment chemicals, bonding rates and anticipated future project costs recommend increasing the rate in FY26 to 4%. This increase is less than what was projected due to the award of a State Aid Grant for the Peirce Island Wastewater Treatment Upgrade project which will total $35 million over the next thirty years. Payment of this grant will not be a lump sum, rather, interest and principal will be reduced each year for the 30 years of the term. The current sewer rate projection includes anticipated compliance costs related to the updated Pease WWTF NPDES permit, Pease WWTF facility upgrades and Mechanic Street pump station upgrades, which are necessary to continue to meet permit requirements.

The proposed sewer rate for the first 10 units of water consumed per month will increase from $17.32 to $18.01, and the rate for the consumption over 10 units per month will be increased from $19.05 to $19.81.

Of the proposed sewer rates, $11.15 per unit is directly related to the capital needs and debt repayment for the EPA mandated LTCP and treatment facility upgrade projects.

FY26 Proposed Sewer Rates	
	Rate (per unit)
First Tier Rate (10 units or less per month)	
Capital Related Rate, per unit billed	$11.15
First 10 units billed per month	$6.86
Total First Tier Rate	**$18.01**
Second Tier Rate (over 10 units per month)	
Capital Related Rate, per unit billed	$11.15
Over 10 units billed per month	$8.66
Total Second Tier Rate	**$19.81**

Detailed water usage analysis was performed as part of the comprehensive Water and Sewer Rate Study. The study analyzed water usage for all customers based on average usage. This analysis provided a detailed picture of the usage demographics throughout the water and sewer systems.

FY26 Sewer Rate

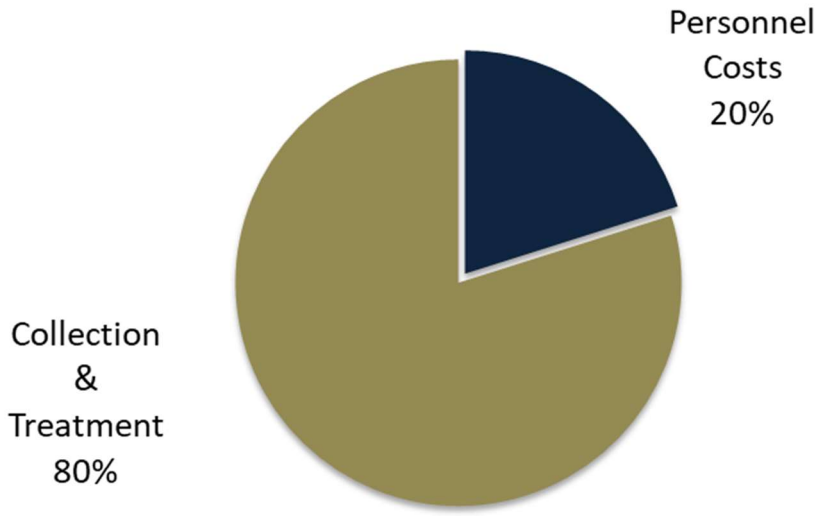
Average Residential Customer Bill
Monthly Consumption in units
(1 unit = 100 cf = 748 gallons)

	Rate	Billed Units	Month Charge
Capital Related Rate, per unit	$11.15	5	$55.75
1st Tier sewer service rates	$6.86	5	$34.30
Total Monthly Charge			**$90.05**
Total Annual Charge			**$1,080.60**

User categories were evaluated for commercial, industrial and residential customers. That analysis showed that an average single-family customer on the Portsmouth water and sewer system uses five units per month. Therefore, the adjacent table depicts the monthly and annual water charges for a residential customer using five units per month.

Average Daily Cost for Single Family Residential sewer customer = $2.96

Operating Costs – Cash Basis



Personnel costs for the Sewer Division represent 20% of the total cash requirements, the remaining 80% represent costs related to the collection and treatment of the sewer system which includes capital outlay and repayment of debt.

In FY21, the City completed construction of the Peirce Island Wastewater Treatment Facility (WWTF) Upgrade, the largest public works project in the City's history. Work on the facility upgrade construction began in the fall of 2016. The biological treatment system components were completed as required by the City's Consent Decree with the Environmental Protection Agency (EPA) and the facility was fully operational by FY22.

To support its wastewater NPDES permits, and as agreed in the Consent Decree Second Modification and the Great Bay Total Nitrogen General Permit, the Sewer Division continued to support scientific research of the receiving water bodies through studies including water quality monitoring in the Piscataqua River. The City continued with efforts to work with the EPA, the DES, and other communities in the Great Bay watershed to

ensure regulatory requirements are based on sound science and when necessary, legally challenge the regulators to document that their requirements are justified. This work led to a novel, watershed approach for the Great Bay Total Nitrogen General Permit which will involve the surrounding regulated communities.

The City completed a new Headworks Building (screening, grit removal, raw sewage pumping and odor control) in FY21 at the Pease WWTF. This was the most recent upgrade at the facility and many portions of the facility are also earmarked for replacement due to the age of the equipment and buildings, some of which date back to 1954 when it was first constructed as part of the Pease Air Force Base. The City is in the design phase of the facility upgrades which will meet the regulatory requirements of the recently issued NPDES permit from the EPA. The upgrades are anticipated to be bid in FY26 and will be presented to City Council. The Division will continue to work with the Pease Development Authority to identify future needs of the Pease International Tradeport.

Capital Projects

The table below represents capital projects and rolling stock equipment identified in the Capital Improvement Plan, Appendix II and Rolling Stock Appendix I.

These projects will be funded through sewer revenues.

Capital Outlay	
Project Name	**Amount**
Lafayette Park	250,000
TOTALS	$250,000

Rolling Stock	
Vehicle & Equipment Replacement	**Amount**
Mack 10 Wheel Dump w/Plow (Year 3 of 4)	70,000
Vactor (Year 4 of 5)	130,000
F-250 w/plow (Year 1 of 2)	30,000
Van w/lift (Split with Water)	65,000
Misc Equipment	200,000
TOTALS	$495,000

Budget and Rate Summary – Sewer Division

As an Enterprise Fund, the Division prepares its budget using an accrual basis of accounting similar to the private sector. As the user rate is calculated based on the cash basis of accounting year, adjustments from the accrual basis to the cash basis are necessary to establish the amount of cash required to fund FY26 expenses.

SEWER RATE CALCULATION		
PROPOSED BUDGET	FULL ACCRUAL BASIS OF ACCOUNTING	CASH REQUIREMENTS
Operations and Maintenance	13,709,805	13,709,805
Permits/Legal Fees	355,000	355,000
Transfer to Stormwater	546,510	546,510
Equipment & Minor Capital needs	359,314	359,314
Depreciation	5,550,000	
Interest on Debt	3,713,227	3,713,227
Accrued Interest		0
Principal on Debt		7,461,320
Projected Principal Debt		380,833
OPEB Liability	92,500	
Capital Projects		250,000
Rolling Stock		495,000
BUDGET RESOLUTION	24,326,356	
CASH REQUIREMENT		27,271,009

ESTIMATED REVENUES/CASH	FULL ACCRUAL BASIS OF ACCOUNTING	CASH REQUIREMENTS
NON-User Fee- Revenues		
Fees	495,000	495,000
State Aid Grant	1,833,105	1,833,105
Special Agreements Interest on Debt	390	390
Interest on Investment	1,060,000	1,060,000
Sub Total	3,388,495	3,388,495
Other Financing Sources-Cash		
Special Agreements Principal Debt		8,117
Bond Premium Amortization	427,919	
Use of Net Position	0	2,688,771
Sub Total	427,919	2,696,888
FULL ACCRUAL REVENUES	**3,816,414**	
ESTIMATED CASH		**6,085,383.00**

Required to be raised by User Rates	**21,185,626**
Rate Stabilization Reserve	**0**
TO BE RAISED BY USER RATES	**$21,185,626**

Programs and Services

Sewer Assistance Programs: In January 2015, the City implemented Water and Sewer Assistance Programs for residential homeowners or tenants serviced by the City's Water and Sewer Divisions which allow qualifying customers assistance with the payment of their water and sewer bills. Information regarding these programs can be found on the City's Website.

- The first program offered is for Annual Assistance of a 25% discount off of water and sewer bills for income-eligible homeowners or tenants
- The second program offered is for temporary assistance of up to a 50% credit toward an outstanding residential water and sewer balance to a maximum of $300 for a financial hardship

Wastewater Collection and Pumping: Support and maintain infrastructure for residential and commercial wastewater collection services in Portsmouth and the Pease International Tradeport



- Clean, maintain, and repair sewer infrastructure
  - 120 miles of collection mains and sewer force mains
  - 1,650 manholes
  - 20 wastewater pumping stations
- Maintain advanced professional certifications for infrastructure collection operations at or above required regulatory levels

Wastewater Treatment: Provide wastewater treatment services, accepting flow from the City, Pease International Tradeport, and additional customers from bordering towns – New Castle, a few customers in Rye, and a few in Greenland

- Maintain two wastewater treatment facilities (WWTF) throughout Portsmouth and the Pease International Tradeport
- Maintain advanced technical professional certifications for operation of facilities at or above required regulatory levels
- Operate the most advanced WWTF in the state of New Hampshire at Peirce Island
- Plan for an upgrade at the Pease WWTF to maintain the level of service



Technical Services: Provide technical services to sewer division

- Maintain and further develop geographic mapping and information system
- Prepare maps and plans for information analysis and presentation
- Analyze and investigate illicit discharges and pursue remediation
- Prepare technical specifications, drawings, and estimates
- Review projects in design phase and perform field work
- Perform engineering inspections for sewer construction projects
- Optimize treatment facility performance

Goals and Objectives

Goal #1: Operate the new Peirce Island Wastewater Treatment Facility to meet compliance with Great Bay Total Nitrogen General Permit and individual NPDES permit requirements

Objectives

- ✓ Stabilize treatment performance and determine optimized treatment parameters
- ✓ Balance treatment performance and nitrogen reduction to meet and/or exceed nitrogen load permit limits in the Great Bay Total Nitrogen General Permit
- ✓ Implement recommendations for staffing changes to address the needs for operating more complex treatment systems and stringent discharge permit regulations
- ✓ Continue work on Combined Sewer Overflow Long Term Control Plan (LTCP) and assess future needs sewer separation and rehabilitation to reduce extraneous flow to the WWTF

Performance Measurement

- *Meet NPDES permit requirements*

Citywide Goal Addressed

- *Meet or Exceed State and Federal Legal/Regulatory Requirements Including Those for a Safe and Healthy Community and Environment*

Goal #2: Continue operations improvement program in both collection and treatment areas

Objectives

- ✓ Continue implementation of asset management program for long term financial planning and level of service stability
- ✓ Continue video line inspection program to refine sewer pipe asset needs
- ✓ Continue to implement Fats, Oil and Grease (FOG) reduction measures and customer outreach
- ✓ Confirm all necessary Industrial Pretreatment Permits are in place, monitored and billed. Prepare for official EPA Industrial Pretreatment Program requirements per the new Pease NPDES permit
- ✓ Conduct equipment upgrades with focus on energy efficiency and decreased energy consumption
- ✓ Continue preventative maintenance program, corrective maintenance tracking and process improvements

Performance Measurements

- *Update and formally document FOG related permits*
- *Update database of all businesses that fall under the federal Industrial Pretreatment Program reviewing 100% of relevant businesses in the City*

Citywide Goals Addressed

- *Maintain Financial Stability*
- *Meet or Exceed State and Federal Legal/Regulatory Requirements Including Those for a Safe and Healthy Community and Environment*
- *Maintain and Improve Infrastructure to Meet Needs of the Community*
- *Deliver Services and Programs with Courtesy, Professionalism, and Efficiency*

Goal #3: Minimize impacts to City and State waterways from combined sewer overflow and sewer system overflows

Objectives

- ✓ Continue implementation of Combined Sewer Overflow Long Term Control Plan (LTCP) and Supplemental Compliance Plan projects (sewer separation)
- ✓ Continue evaluation of stormwater options, including the potential of creating a stand-alone stormwater utility
- ✓ Continue implementation of water efficiency program to reduce base flows to sewer and wastewater treatment facilities
- ✓ Continue implementing sewer rehabilitation throughout the City as recommended in the Inflow and Infiltration study
- ✓ Address illicit sanitary discharges to the drainage system
- ✓ Upgrade pump stations and rehabilitate sewers

Performance Measurement

- *Construction sewer separation activities along a minimum 1,000 linear feet of roadway with existing combined sewer*

Citywide Goals Addressed

- *Meet or Exceed State and Federal Legal/Regulatory Requirements Including Those for a Safe and Healthy Community and Environment*
- *Maintain and Improve Infrastructure to Meet Needs of the Community*

Additional Operational Measures

	FY23	FY24	FY25 (Estimated)	FY26 (Forecast)
Linear Feet of wastewater pipe inspected	30,006	50,000	40,000	45,000
Linear Feet of wastewater pipe cleaned	16,400	14,000	20,000	20,000
Number of Sewer System Overflows	0	3	7	2
Number of Combined Sewer Overflow Activations	9	16	12	10
Volume of Combined Sewer Overflows (million gallons)	19.7	15.9	14	7
Tons of Biochemical Oxygen Demand Treated and Removed from Wastewater	1,065	1,174	1,184	1,150
Tons of Total Suspended Solids Treated and Removed from Wastewater	1,136	1,795	1,995	2,000
Tons of Nitrogen Treated and Removed from Wastewater	154	181	195	198
DigSafe Tickets (locating)	3,077	3,267	3,500	3,650
DigSafe Labor Hours	1,219	870	1,018	1,100

FY26 BUDGETED POSITION AND SALARY DETAIL

DEPARTMENT OF PUBLIC WORKS - SEWER DIVISION

	STEP		POSITION	SALARY
ADMINISTRATION				
NON GRADE 28	E	①	DEPUTY CITY MANAGER	35,020
NON GRADE 26	H	⑦	DIRECTOR OF PUBLIC WORKS AND FACILITIES	39,343
NON GRADE 24	E	⑲	CYBERSECURITY ANALYST	27,297
NON GRADE 24	C	⑦	OPERATIONS DIRECTOR II	30,949
PMA GRADE 21	E	⑦	FACILITIES DIRECTOR	29,504
SMA GRADE 16	H	⑧	FLEET GENERAL FOREMAN	29,252
PMA GRADE 16	E	⑨	PROJECT MANAGER	46,324
NON GRADE 15	F	⑦	ADMINISTRATIVE MANAGER - PUBLIC WORKS	22,289
NON GRADE 15	4D/8E	⑦	ADMINSTRATIVE MANAGER	21,718
PMA GRADE 15	7.5C/4.5D	⑯	ELECTRICAL INSPECTOR/TECHNICIAN	24,470
SMA GRADE 13	E	⑧	LEAD MECHANIC	24,137
1386A GRADE 13	C	⑧	EQUIPMENT MECHANIC TECHNICIAN	20,510
1386A GRADE 13	C	⑧	EQUIPMENT MECHANIC TECHNICIAN	20,510
1386A GRADE 13	8B/4C	⑧	EQUIPMENT MECHANIC TECHNICIAN	19,858
PMA GRADE 11	1F/11G	⑨	OFFICE MANAGER II	37,336
PMA GRADE 11	E	⑦	ADMINISTRATIVE ASSISTANT II	18,191
PMA GRADE 11	6C/6D	⑦	ADMINISTRATIVE ASSISTANT II	16,913
PMA GRADE 11	5C/7D	⑧	OFFICE MANAGER II	20,378
PMA GRADE 9	5.5G/6.5H	⑦	OPERATIONAL SUPPORT COORDINATOR	17,158
PMA GRADE 9	2.5D/9.5E	⑨	ADMINISTRATIVE ASSISTANT-UTILITY BILLING	32,707
1386A GRADE 5	E	⑧	EQUIPMENT MECHANIC ASSISTANT	15,354
			ON CALL	3,510
			EDUCATION STIPEND(S)	896
			TOTAL ADMINISTRATION FULL TIME	**553,624**
NON GRADE 25	H	⑭	REGULATORY COUNSEL (26 HOURS/WEEK)	45,111
NON GRADE 12	1.5B/10.5C	④	ACCOUNTANT I (32.5 HRS/WK)	14,982
			TOTAL ADMINISTRATION PART TIME	**60,093**
ENGINEERING				
PMA GRADE 24	E	⑨	ENGINEER SUPERVISOR	68,242
PMA GRADE 21	H	⑦	PROJECT MANAGER - ENGINEERING & OPERATIONS	30,927
PMA GRADE 21	G	⑨	TECH WASTEWATER OPERATIONS MANAGER	60,640
PMA GRADE 21	D	⑳	OPERATIONS MANAGER	28,099
PMA GRADE 20	E	⑦	FACILITIES PROJECT MANAGER	28,107
PMA GRADE 18	G	⑨	SCADA MANAGER	52,442
PMA GRADE 18	E	⑨	ASSISTANT CITY ENGINEER/PLANNER	51,030
PMA GRADE 16	E	⑨	PROJECT MANAGER	46,324
PMA GRADE 16	6A/6B	⑰	PROJECT MANAGER	27,345
PMA GRADE 16	E		PRETREATMENT COORDINATOR	92,648
PMA GRADE 15	F	⑨	SCADA TECH II	44,578
PMA GRADE 15	5D/7E	⑨	SCADA TECH II	43,261
PMA GRADE 14	2.5B/9.5C	⑥	PLANNER I	18,892
PMA GRADE 13	C	⑨	GIS SPECIALIST II	36,345
			ON CALL	5,850
			EDUCATION STIPEND(S)	3,584
			TOTAL ENGINEERING FULL TIME	**638,314**
			ENGINEERING INTERNS	25,000
			TOTAL ENGINEERING PART TIME	**25,000**

FY26 BUDGETED POSITION AND SALARY DETAIL

	STEP		POSITION	SALARY
SEWER TREATMENT FACILITIES				
SMA GRADE 21	F		WASTEWATER OPERATIONS MANAGER	119,194
SMA GRADE 19	E		CHIEF PLANT OPERATOR - PEIRCE ISLAND	107,164
SMA GRADE 17	F		CHIEF PLANT OPERATOR - PEASE	98,648
SMA GRADE 16	E		ASSISTANT CHIEF PLANT OPERATOR - PEIRCE ISLAND	93,021
SMA GRADE 16	4D/8E		TREATMENT OPERATION FOREMAN-PEASE	91,544
SMA GRADE 15	7D/5E		TREATMENT OPERATION FOREMAN - PEIRCE ISLAND	86,163
1386A GRADE 15	7A/5B		TREATMENT OPERATION FOREMAN - PEASE	74,431
1386A GRADE 13	F		PLANT OPERATOR-L2 - PEIRCE ISLAND	77,445
1386A GRADE 13	7D/5E		PLANT OPERATOR-L2 - PEIRCE ISLAND	73,279
1386A GRADE 13	7D/5E		PLANT OPERATOR-L2 - PEIRCE ISLAND	73,279
1386A GRADE 13	3.5D/8.5E		PLANT OPERATOR-L2- PEIRCE ISLAND	74,326
1386A GRADE 13	C		PLANT OPERATOR-L2 - PEIRCE ISLAND	68,365
1386A GRADE 13	C		PLANT OPERATOR-L2 - PEIRCE ISLAND	68,365
1386A GRADE 13	C		PLANT OPERATOR-L2 - PEASE	68,365
1386A GRADE 13	C		PLANT OPERATOR-L2 - PEASE	68,365
1386A GRADE 13	C		PLANT OPERATOR-L2 - PEASE	68,365
			ON CALL MONITORING	47,152
			TOTAL TREATMENT FACILITIES FULL TIME	**1,357,471**
LIFT STATIONS				
SMA GRADE 15	F		TREATMENT OPERATIONS FOREMAN	89,511
1386A GRADE 13	E		PLANT OPERATOR-L2- LIFT STATIONS	75,372
1386A GRADE 13	D		PLANT OPERATOR-L2- LIFT STATIONS	71,783
1386A GRADE 11	7D/5E		PLANT OPERATOR-L2	66,209
			ON CALL MONITORING	23,576
			TOTAL LIFT STATIONS FULL TIME	**326,451**
COLLECTION				
PMA GRADE 16	H	⑨	PROJECT MANAGER	48,558
SMA GRADE 16	G	⑨	GENERAL FOREMAN	47,798
SMA GRADE 15	H	⑫	FOREMAN II - UTILITIES	46,449
1386A GRADE 9	G	⑫	CAMERA OPERATOR-L2	33,674
1386A GRADE 8	G		EQUIPMENT OPERATOR-L2	64,293
1386A GRADE 8	G	⑫	EQUIPMENT OPERATOR-L2	32,147
1386A GRADE 7	E		UTILITY MECHANIC-L2	58,240
1386A GRADE 5	C		LABORER-L2	48,335
			ON CALL	5,850
			TOTAL COLLECTION FULL TIME	**385,344**

FY26 BUDGETED POSITION AND SALARY DETAIL

	STEP		POSITION	SALARY
METERS				
1386A GRADE 7	G	⑨	UTILITY MECHANIC - L2	30,684
1386A GRADE 7	G	⑨	UTILITY MECHANIC - L2	30,684
1386A GRADE 7	E	⑨	UTILITY MECHANIC - L2	29,120
1386A GRADE 7	E	⑨	UTILITY MECHANIC - L2	29,120
			ON CALL	731
			TOTAL METERS	**120,339**

TOTAL FULL TIME	**3,381,543**
TOTAL PART TIME	**85,093**
TOTAL DEPARTMENT	**3,466,636**

FOR TOTAL SALARY, PLEASE SEE PERSONNEL SUMMARY SECTION OF THE BUDGET

① 60% CITY MANAGER, 20% WATER, 20% SEWER
④ 48% FINANCE, 25% SEWER, 25% WATER, 2% SCHOOL
⑥ 50% PLANNING, 25% WATER, 25% SEWER
⑦ 25% WATER, 25% SEWER, 25% PUBLIC WORKS, 25% PARKING
⑧ 30% PUBLIC WORKS, 30% WATER, 30% SEWER, 10% PARKING
⑨ 50% WATER, 50% SEWER
⑩ 75% WATER, 25% SEWER
⑫ 50% SEWER, 50% STORMWATER
⑭ 5% PUBLIC WORKS, 40% WATER, 40% SEWER, 15% PARKING AND TRANSPORTATION
⑯ 40% INSPECTION, 30% WATER, 30% SEWER
⑰ 5% PUBLIC WORKS, 35% WATER, 35% SEWER, 25% PARKING
⑲ 20% IT, 20% POLICE, 20% SCHOOL, 20% WATER, 20% SEWER
⑳ 25% WATER, 25% SEWER, 50% STORMWATER

SEWER DEPARTMENT

ADMINISTRATION PORTSMOUTH
51-751-610-51-100-491

	Account Title	FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
011001	REGULAR SALARIES	486,108	455,032	538,389	553,624
011061	INSURANCE REIMBURSEMENT	17,100	14,925	17,100	15,000
011064	COLL BARG CONTINGENCY	-	-	-	65,525
012001	PART TIME SALARIES	10,723	7,716	14,269	60,093
014041	OVERTIME	9,000	8,653	6,000	6,000
015001	LONGEVITY	14,930	14,511	17,209	17,203
016001	LEAVE AT TERMINATION	40,000	15,515	35,000	35,000
021001	INSURANCE-HEALTH	571,000	528,906	666,200	806,073
021101	INSURANCE-DENTAL	42,000	42,607	49,500	56,145
021501	INSURANCE-LIFE	4,800	4,568	5,103	8,304
021601	INSURANCE-DISABILITY	8,800	8,687	9,321	10,316
021802	OPEB-HEALTH INS EXP	8,000	(13,217)	8,000	8,000
021803	OPEB-MED SUBSIDY EXP	2,500	(31,323)	7,500	2,500
022001	SOCIAL SECURITY	33,223	31,462	36,764	40,420
022501	MEDICARE	7,770	7,152	8,598	9,453
023001	RETIREMENT	71,051	87,670	78,298	73,545
023004	OPEB-RETIREMENT LIAB ADJ	82,000	363,682	82,000	82,000
026002	INSURANCE-WORKERS COMP	43,456	43,456	46,976	52,206
030101	PROF SERVICES-AUDIT	13,165	13,165	14,300	14,950
031002	PROF SERVICES-ENGINEERING	70,000	121,324	225,000	230,000
032001	PROF SERVICES-O/S COUNSEL	125,000	197,186	125,000	125,000
033002	ADMINISTRATIVE OVERHEAD	874,665	874,665	926,466	906,576
034001	LOCK BOXES	4,200	4,789	5,500	5,500
034103	TELEPHONE	1,900	877	1,680	1,440
034206	SOFTWARE-ANNUAL MAINT	102,575	48,246	131,898	137,496
035002	PROF SERV- SUBSTANCE TEST	2,000	1,671	2,000	2,000
035004	OCCUPATIONAL HEALTH	-	95	-	-
039001	PROFESSIONAL SERVICES	20,000	126,111	20,000	20,000
039054	PROF/SERVICES-CONTRACT	15,000	10,371	-	-
043024	REPAIRS-VEHICLE	-	8	-	3,000
043028	MAINTENANCE	-	7,657	8,040	-
044006	PRINTING LEASE/MAINT	1,500	1,269	2,220	2,220
048001	PROPERTY INS-DEDUCTIBLES	3,000	2,000	3,000	3,000
048002	PROPERTY INSURANCE	87,334	87,334	82,660	87,262
053001	ADVERTISING	2,000	1,335	2,000	1,500
054050	TRAINING	2,000	547	2,000	2,250
055050	PRINTING	15,000	21,437	25,400	16,800
056001	DUES PROFESSIONAL ORGANIZ	300	1,553	1,650	6,000
057101	TRAVEL AND CONFERENCE	1,500	1,583	2,700	2,700
061001	FIRST AID	750	152	1,800	1,800
061003	MEETING SUPPLIES	-	-	500	500
062001	OFFICE SUPPLIES	3,200	4,440	5,000	5,000
062501	POSTAGE	25,000	30,977	32,700	33,200
063501	GASOLINE	40,000	37,260	48,375	43,450
074000	MACHINERY AND EQUIPMENT	1,500	85	-	-
075001	FURNITURE AND FIXTURES	250	-	500	500
081004	ABATEMENTS	12,500	-	12,500	12,500
086001	DEPRECIATION	5,275,000	5,138,543	5,148,000	5,550,000
088011	ASSISTANCE WATER/SEWER	7,500	2,227	7,500	7,500
092101	FINANCING FEES ON DEBT	58,000	37,567	35,000	55,000
098102	INTEREST-BONDED DEBT	3,698,628	3,442,232	3,670,760	3,713,227
		11,915,928	**11,806,711**	**12,170,376**	**12,891,778**

		FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
ENGINEERING ADMIN PORTSMOUTH					
51-751-610-52-100-491					
011001	REGULAR SALARIES	424,703	496,111	453,154	638,314
012001	PART TIME SALARIES	40,000	9,984	40,000	25,000
014041	OVERTIME	250	4,050	2,500	100
022001	SOCIAL SECURITY	28,827	30,841	30,731	41,132
022501	MEDICARE	6,742	7,196	7,187	9,620
023001	RETIREMENT	57,496	67,686	61,650	81,398
031002	PROF SERVICES-ENGINEERING	25,000	22,093	50,000	52,000
031006	PROF SRVCS-GREAT BAY	250,000	153,114	225,000	230,000
034103	TELEPHONE	2,000	1,850	1,800	1,920
034104	CELLULAR PHONES	1,900	1,975	1,920	1,800
039054	PROF/SERVICES-CONTRACT	15,000	-	11,000	-
054003	STATE CERTIFICATION	500	-	600	800
054050	TRAINING	2,000	100	3,400	5,400
056001	DUES PROFESSIONAL ORGANIZ	1,250	-	1,600	-
057101	TRAVEL AND CONFERENCE	1,950	1,014	600	2,450
062001	OFFICE SUPPLIES	500	480	300	400
062007	COMPUTER/PRINTER SUPPLIES	-	292	500	500
062011	OPERATING SUPPLIES	-	30	950	1,100
067001	BOOKS & PERIODICALS	-	-	200	500
074000	MACHINERY AND EQUIPMENT	250	300	250	500
		858,368	**797,116**	**893,342**	**1,092,934**
TRANSFER TO STORMWATER					
51-751-640-49-100-491					
091008	TRANSFER-STORMWATER	334,044	334,044	351,628	419,010
091009	TRANSFER-ROLLING STOCK SW	135,000	135,000	135,000	127,500
		469,044	**469,044**	**486,628**	546,510

		FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
TREATMENT PLANT PORTSMOUTH					
51-751-670-54-181-491					
011001	REGULAR SALARIES	696,894	646,111	736,001	804,580
011060	ON CALL MONITORING	21,980	23,338	21,980	-
014041	OVERTIME	60,000	77,341	60,000	60,000
022001	SOCIAL SECURITY	48,290	44,069	50,715	53,604
022501	MEDICARE	11,294	10,307	11,861	12,536
023001	RETIREMENT	105,382	95,272	110,673	110,234
031003	PROF SERVICES-SCADA	-	-	3,000	10,610
034103	TELEPHONE	5,000	4,719	4,800	4,800
034104	CELLULAR PHONES	7,500	12,840	10,020	7,500
039001	PROFESSIONAL SERVICES	200,000	161,912	21,960	146,700
039051	SECURITY/ALARMS	500	80	2,700	480
041002	ELECTRICITY	420,000	412,253	425,885	432,510
041103	PROPANE GAS	125,000	123,175	125,000	120,000
041205	WATER /SEWER FEES	80,000	189,927	131,043	131,795
041308	GRIT DISPOSAL	600,000	560,726	-	-
041309	GRIT AND GREASE REMOVAL	10,000	54,553	122,850	52,000
041311	BIOSOLIDS DISPOSAL	-	-	600,000	670,000
043001	REPAIRS-STRUCTURAL	-	-	-	100,000
043004	REPAIRS-PLUMBING	1,000	1,079	2,000	32,000
043011	REPAIRS-SPRINKLER SYS	-	-	1,000	-
043018	REPAIRS-EQUIPMENT	47,500	47,008	50,000	111,500
043021	REPAIRS-FIRE ALARM SYS	-	-	-	1,000
043024	REPAIRS-VEHICLE	6,500	6,844	2,500	2,500
043025	REPAIRS-BLDINGS & GROUNDS	12,000	6,868	5,000	12,500
043027	REPAIRS-OFFICE EQUIPMENT	-	-	-	250
043028	MAINTENANCE	100,000	85,626	90,270	-
043031	SCADA EQUIPMENT	20,000	23,878	17,600	17,600
043032	GENERATOR MAINTENANCE	3,000	5,941	3,000	5,000
044002	RENTAL OTHER EQUIPMENT	-	-	-	250
044006	PRINTING LEASE/MAINT	1,200	1,240	1,440	1,440
054003	STATE CERTIFICATION	200	294	350	1,170
054050	TRAINING	7,500	4,349	3,000	7,745
056001	DUES PROFESSIONAL ORGANIZ	1,250	-	1,670	-
057101	TRAVEL AND CONFERENCE	2,000	124	1,800	6,700
057102	TRAVEL REIMBURSEMENT	2,000	443	500	1,500
061001	FIRST AID	-	-	-	-
062001	OFFICE SUPPLIES	5,000	4,985	5,000	5,500
062011	OPERATING SUPPLIES	20,000	34,996	20,000	24,270
063800	MATERIALS-CHEMICALS	1,750,000	2,197,226	1,994,761	2,095,549
064001	JANITORIAL SUPPLIES	-	-	-	2,500
068002	CLOTHING	-	-	-	-
068003	PROTECTIVE CLOTHING	6,500	8,181	8,584	14,240
068030	TOOLS	7,500	8,754	8,500	11,000
074000	MACHINERY AND EQUIPMENT	100,000	58,784	50,000	79,064
		4,484,990	**4,913,242**	**4,705,463**	**5,150,627**

		FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
TREATMENT PLANT PEASE					
51-751-670-54-581-491					
011001	REGULAR SALARIES	494,334	475,034	505,818	552,891
011060	ON CALL MONITORING	21,980	22,463	21,980	-
014041	OVERTIME	65,000	73,758	65,000	65,000
022001	SOCIAL SECURITY	36,041	34,427	36,753	38,309
022501	MEDICARE	8,429	8,051	8,596	8,959
023001	RETIREMENT	78,652	77,043	80,206	78,781
031002	PROF SERVICES-ENGINEERING	25,000	7,850	25,000	50,000
031003	PROF SERVICES-SCADA	-	-	1,250	4,910
034103	TELEPHONE	3,500	3,395	3,500	3,480
034104	CELLULAR PHONES	8,400	10,336	8,400	7,500
039001	PROFESSIONAL SERVICES	40,000	16,480	-	64,500
041002	ELECTRICITY	210,000	204,868	210,000	213,330
041103	PROPANE GAS	25,000	31,196	25,000	21,250
041205	WATER /SEWER FEES	13,500	18,079	21,500	21,756
041301	RUBBISH REMOVAL	5,000	281	-	-
041308	GRIT DISPOSAL	150,000	113,187	-	-
041309	GRIT AND GREASE REMOVAL	25,000	2,528	10,000	10,000
041311	BIOSOLIDS DISPOSAL	-	-	160,000	155,637
043002	REPAIRS-ELECTRICAL	25,000	8,135	25,000	25,000
043005	REPAIRS-HEATING SYSTEM	-	-	50,000	50,000
043018	REPAIRS-EQUIPMENT	100,000	95,338	100,000	79,500
043024	REPAIRS-VEHICLE	3,000	4,021	3,000	2,500
043025	REPAIRS-BLDINGS & GROUNDS	75,000	69,360	75,000	97,700
043028	MAINTENANCE	25,000	52,828	37,800	-
043031	SCADA EQUIPMENT	35,000	19,169	16,000	16,000
043032	GENERATOR MAINTENANCE	9,000	1,245	9,000	9,000
044006	PRINTING LEASE/MAINT	700	712	700	1,200
054003	STATE CERTIFICATION	350	100	350	600
054050	TRAINING	3,000	1,404	3,000	4,000
056001	DUES PROFESSIONAL ORGANIZ	1,000	381	1,000	-
057101	TRAVEL AND CONFERENCE	4,000	2,081	4,000	5,100
057102	TRAVEL REIMBURSEMENT	1,500	255	1,500	1,500
062001	OFFICE SUPPLIES	5,000	2,592	5,000	2,500
062011	OPERATING SUPPLIES	-	3,342	-	76,500
063601	DIESEL FUEL	850	-	850	850
064001	JANITORIAL SUPPLIES	-	-	-	2,500
063800	MATERIALS-CHEMICALS	235,000	257,393	297,580	312,459
068002	CLOTHING	-	885	-	-
068003	PROTECTIVE CLOTHING	4,500	8,656	7,620	8,244
068030	TOOLS	4,000	6,100	4,000	10,100
074000	MACHINERY AND EQUIPMENT	45,000	66,814	45,000	75,000
		1,786,736	**1,699,787**	**1,869,403**	**2,076,556**

		FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
LABORATORY PORTSMOUTH					
51-751-670-55-181-491					
039010	PROF/SERVICES-LAB TESTS	30,000	32,328	32,000	72,700
043001	REPAIRS-STRUCTURAL	-	-	-	500
043018	REPAIRS-EQUIPMENT	2,000	1,260	8,000	11,000
043028	MAINTENANCE	1,500	20	1,000	-
062001	OFFICE SUPPLIES	750	52	-	-
062011	OPERATING SUPPLIES	25,000	42,387	19,000	43,000
074000	MACHINERY AND EQUIPMENT	5,000	-	2,400	22,100
		64,250	**76,047**	**62,400**	**149,300**
LABORATORY PEASE					
51-751-670-55-581-491					
039010	PROF/SERVICES-LAB TESTS	60,000	41,397	65,000	72,000
043018	REPAIRS-EQUIPMENT	10,000	-	10,000	10,000
043028	MAINTENANCE	-	277	-	-
062011	OPERATING SUPPLIES	40,000	46,486	50,000	53,125
074000	MACHINERY AND EQUIPMENT	12,000	1,319	12,000	21,000
		122,000	**89,479**	**137,000**	**156,125**
LIFT STATIONS PORTSMOUTH					
51-751-670-65-141-491					
011001	REGULAR SALARIES	203,420	204,190	225,014	326,451
011060	ON CALL MONITORING	21,980	16,129	21,980	-
014041	OVERTIME	30,000	41,608	32,000	35,000
022001	SOCIAL SECURITY	15,835	15,786	17,298	22,410
022501	MEDICARE	3,703	3,692	4,045	5,241
023001	RETIREMENT	34,556	35,455	37,748	46,085
031003	PROF SERVICES-SCADA	10,000	22,559	1,250	16,250
034103	TELEPHONE	4,600	5,621	5,760	5,760
034104	CELLULAR PHONES	3,500	9,017	6,600	7,800
039001	PROFESSIONAL SERVICES	8,000	8,660	10,000	-
039051	SECURITY/ALARMS	500	384	650	650
041002	ELECTRICITY	95,000	141,956	119,380	118,235
041101	NATURAL GAS	-	6,185	10,406	8,700
041103	PROPANE GAS	3,750	1,841	1,500	1,688
041205	WATER /SEWER FEES	3,000	6,375	9,240	7,000
041309	GRIT AND GREASE REMOVAL	8,000	-	-	1,000
043018	REPAIRS-EQUIPMENT	38,000	35,780	50,000	38,500
043024	REPAIRS-VEHICLE	2,000	3,198	1,000	7,000
043025	REPAIRS-BLDINGS & GROUNDS	50,000	26,995	52,050	34,300
043028	MAINTENANCE	10,000	6,639	10,200	10,200
043031	SCADA EQUIPMENT	-	-	3,000	3,500
043032	GENERATOR MAINTENANCE	16,000	13,452	16,000	16,300
054003	STATE CERTIFICATION	200	300	400	400
054050	TRAINING	2,000	1,845	2,000	2,500
056001	DUES PROFESSIONAL ORGANIZ	300	-	300	-
057101	TRAVEL AND CONFERENCE	500	345	500	750
057102	TRAVEL REIMBURSEMENT	100	61	100	100
062001	OFFICE SUPPLIES	180	399	500	500
062011	OPERATING SUPPLIES	6,500	6,631	3,260	2,500
063601	DIESEL FUEL	2,000	1,413	2,000	2,000
068002	CLOTHING	-	-	-	-
068003	PROTECTIVE CLOTHING	3,000	6,838	6,570	8,922
068030	TOOLS	3,000	3,053	3,000	5,000
074000	MACHINERY AND EQUIPMENT	46,000	42,334	50,000	33,500
		625,624	**668,740**	**703,751**	**768,242**

		FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
LIFT STATION MECHANIC STREET					
51-751-670-65-142-491					
031003	PROF SERVICES-SCADA	-	-	1,250	4,250
039054	PROF/SERVICES-CONTRACT	5,000	1,706	10,000	21,500
041002	ELECTRICITY	130,000	116,825	136,000	141,600
041101	NATURAL GAS	2,000	2,088	3,834	1,920
041205	WATER /SEWER FEES	-	-	1,000	1,000
041309	GRIT AND GREASE REMOVAL	-	-	10,000	-
043018	REPAIRS-EQUIPMENT	30,000	14,989	49,500	27,800
043025	REPAIRS-BLDINGS & GROUNDS	15,000	13,600	17,000	28,000
043028	MAINTENANCE	6,000	753	5,000	-
043031	SCADA EQUIPMENT	10,000	26,326	10,000	10,000
043032	GENERATOR MAINTENANCE	6,000	-	15,000	15,000
062011	OPERATING SUPPLIES	1,000	536	2,380	1,600
063601	DIESEL FUEL	2,200	4,886	2,200	2,000
074000	MACHINERY AND EQUIPMENT	10,000	6,453	8,000	13,900
		217,200	**188,161**	**271,164**	**268,570**
LIFT STATION DEER STREET					
51-751-670-65-143-491					
031003	PROF SERVICES-SCADA	-	-	1,250	2,040
041002	ELECTRICITY	70,000	35,515	70,000	81,250
041101	NATURAL GAS	-	-	2,120	2,120
041309	GRIT AND GREASE REMOVAL	-	-	5,000	-
043018	REPAIRS-EQUIPMENT	12,000	-	12,400	7,400
043025	REPAIRS-BLDINGS & GROUNDS	3,500	-	3,000	1,500
043028	MAINTENANCE	2,500	1,038	2,650	1,700
043031	SCADA EQUIPMENT	10,000	14,326	5,000	5,000
043032	GENERATOR MAINTENANCE	5,000	1,920	5,000	5,000
062011	OPERATING SUPPLIES	500	356	500	8,750
063601	DIESEL FUEL	2,000	753	2,000	2,000
		105,500	**53,908**	**108,920**	**116,760**

		FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
LIFT STATIONS PEASE					
51-751-670-65-541-491					
031003	PROF SERVICES-SCADA	-	-	-	640
041002	ELECTRICITY	3,500	13,967	4,000	4,180
041101	NATURAL GAS	1,500	1,145	2,120	1,829
041205	WATER /SEWER FEES	1,800	1,795	2,400	2,600
043018	REPAIRS-EQUIPMENT	2,500	489	2,500	2,500
043028	MAINTENANCE	500	-	500	750
043031	SCADA EQUIPMENT	-	-	2,250	1,000
043032	GENERATOR MAINTENANCE	1,000	265	750	750
062011	OPERATING SUPPLIES	250	-	500	400
074000	MACHINERY AND EQUIPMENT	2,500	2,263	6,000	37,400
074001	EQUIPMENT	500	41	500	-
		14,050	**19,965**	**21,520**	**52,049**
COLLECTION ADMINISTRATION PORTSMOUTH					
51-751-680-51-100-491					
011001	REGULAR SALARIES	445,627	395,708	465,538	385,344
012001	PART TIME SALARIES	5,871	-	5,871	-
014041	OVERTIME	40,000	57,797	40,000	40,000
022001	SOCIAL SECURITY	30,473	27,361	31,707	26,371
022501	MEDICARE	7,127	6,399	7,415	6,167
023001	RETIREMENT	66,500	61,354	69,194	54,231
031002	PROF SERVICES-ENGINEERING	-	-	-	10,000
034103	TELEPHONE	3,500	2,894	3,000	3,000
034104	CELLULAR PHONES	4,200	7,361	4,400	6,000
039054	PROF/SERVICES-CONTRACT	20,000	250	20,000	20,000
041305	HOUSEHOLD HAZARDOUS WASTE	15,000	39,804	20,000	40,000
041308	GRIT DISPOSAL	15,000	29,144	25,000	25,000
043018	REPAIRS-EQUIPMENT	2,500	554	2,000	8,000
043024	REPAIRS-VEHICLE	25,000	34,634	25,000	25,000
043025	REPAIRS-BLDINGS & GROUNDS	1,500	-	15,000	10,000
044006	PRINTING LEASE/MAINT	900	730	960	960
054050	TRAINING	2,500	7,826	18,000	18,000
056001	DUES PROFESSIONAL ORGANIZ	350	-	-	-
057101	TRAVEL AND CONFERENCE	-	-	-	1,350
062001	OFFICE SUPPLIES	1,500	807	550	1,500
062011	OPERATING SUPPLIES	5,000	4,971	1,450	1,450
065051	GROUNDSKEEPING-DIG SAFE	6,500	5,360	7,500	7,000
068003	PROTECTIVE CLOTHING	6,000	6,001	7,120	7,990
068012	STOCK INVENTORY	-	(15,840)	-	-
068030	TOOLS	7,500	6,606	9,000	10,000
074000	MACHINERY AND EQUIPMENT	9,000	4,212	9,000	10,800
075000	FURNITURE AND FIXTURES	-	-	-	2,500
		721,548	**683,934**	**787,705**	**720,663**

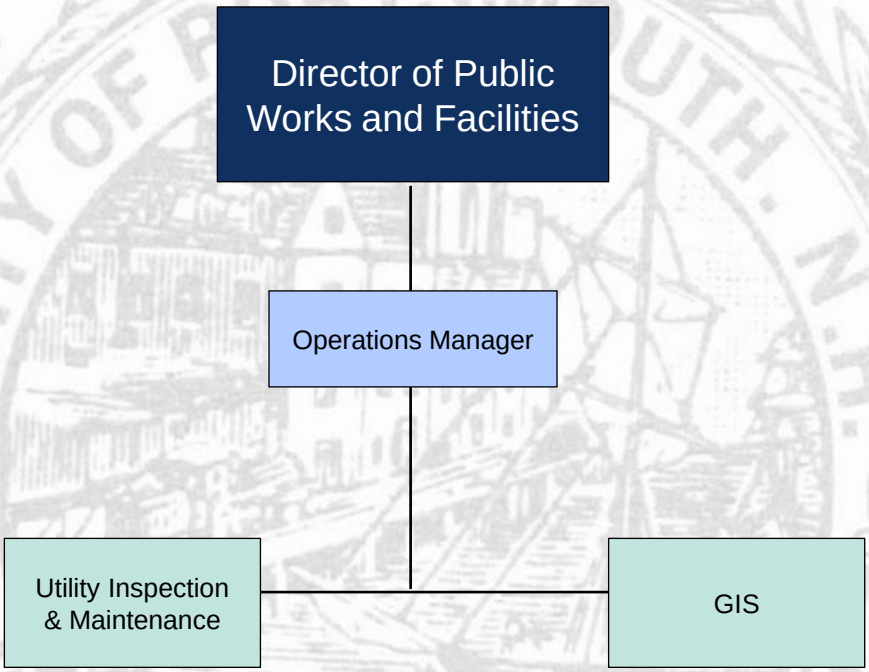
		FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
COLLECTION METERS PORTSMOUTH					
51-751-680-64-100-491					
011001	REGULAR SALARIES	81,844	93,071	86,494	120,339
014041	OVERTIME	5,000	4,252	5,000	7,000
022001	SOCIAL SECURITY	5,384	5,865	5,672	7,895
022501	MEDICARE	1,260	1,372	1,328	1,847
023001	RETIREMENT	11,750	13,171	12,379	16,236
039054	PROF/SERVICES-CONTRACT	3,000	2,906	3,000	3,000
043018	REPAIRS-EQUIPMENT	3,000	226	1,500	1,500
062011	OPERATING SUPPLIES	6,625	5,241	6,000	6,000
068003	PROTECTIVE CLOTHING	1,365	1,703	1,400	3,150
068016	MATERIALS	90,000	53,578	90,000	90,000
074000	MACHINERY AND EQUIPMENT	7,000	1,058	6,000	6,000
		216,228	**182,442**	**218,773**	**262,967**
COLLECTION MAINS PORTSMOUTH					
51-751-680-67-100-491					
039054	PROF/SERVICES-CONTRACT	2,500	875	3,000	5,800
043018	REPAIRS-EQUIPMENT	-	-	2,500	10,525
043028	MAINTENANCE	11,250	2,031	11,425	-
068016	MATERIALS	62,000	26,731	62,000	50,000
074000	MACHINERY AND EQUIPMENT	7,000	266	7,000	6,950
		82,750	**29,903**	**85,925**	**73,275**
TOTAL SEWER DIVISION		**21,684,216**	**21,678,479**	**22,522,370**	**24,326,356**
CASH REQUIREMENTS ADJUSTMENTS					
021804	OPEB-CASH REVERSAL	(92,500)	(319,142)	(97,500)	(92,500)
070000	CAPITAL OUTLAY	200,000	200,000	-	250,000
086001	DEPRECIATION	(5,275,000)	(5,275,000)	(5,148,000)	(5,550,000)
098001	PRINCIPAL-BONDED DEBT	7,460,226	7,460,226	7,600,225	7,461,320
098102	INTEREST-BONDED DEBT	(26,849)	-	(32,047)	-
098010	PROJECTED NEW BOND PAYMNT	344,947	344,947	340,317	380,833
099002	ROLLING STOCK	405,000	405,000	470,000	495,000
Total Cash Requirements Adjustment		**3,015,824**	**2,816,031**	**3,132,995**	**2,944,653**
TOTAL CASH REQUIREMENTS SEWER		**24,700,040**	**24,494,510**	**25,655,365**	**27,271,009**

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Department of Public Works

Stormwater Division

(Special Revenue Fund)



Mission

The City of Portsmouth's Stormwater Program is dedicated to improving water quality in our drainage areas together with reducing flooding hazards through comprehensive planning, public education, and management of our stormwater and combined sewer/stormwater systems. The program focuses on continued Best Management Practices to ensure compliance with Stormwater Permits issued by the Environmental Protection Agency. Our efforts include working with regional partners, communities and other stakeholders on stormwater pollution prevention related issues and permitting requirements that focus on controlling runoff, minimizing discharge of pollutants to receiving waters, improving public health and safety, and promoting efficient water resource use.

Stormwater

Services Overview

- ✓ Administration
- ✓ Stormwater Collection
- ✓ Stormwater Treatment
- ✓ Technical Services

Position Summary Schedule

Positions Full Time	FY24	FY25	FY26
Operations Manager	-	-	0.50
Utility Inspection and Maintenance Foreman	0.50	0.50	0.50
GIS Stormwater Tech	0.50	0.50	0.50
Camera Operator	0.50	0.50	0.50
Equipment Operator I	1.50	1.50	1.50
Utility Mechanic	1.00	1.00	1.00
Laborer	1.00	1.00	1.00
Totals Full Time	**5.00**	**5.00**	**5.50**

Did you know?

The City removes over 500 tons of sediment and debris from roadways before it reaches local surface waters?

Department Budget Comments

In July 2018, the United States Environmental Protection Agency's (EPA) new Municipal Separate Storm Sewer System (MS4) Permit went into effect. To ensure compliance with this permit, the City created a Stormwater Division in the Department of Public Works. The FY26 proposed budget is $965,520. This is a net decrease of $129,736 or -11.8% from FY25. For FY26, $838,020 of this proposed budget is funded equally by a transfer from the General Fund DPW Highway Division and the Sewer Division Enterprise Fund. The remaining portion of $127,500 is funded by surplus (Fund Balance) from prior year to partially fund Rolling Stock purchases. The remaining net increase for operating expenses of $97,764 or 13.2% is primarily attributed to a reapportionment of 0.5 FTE, a position which was previously funded by water and sewer. This adjustment better reflects the cost center where the work is being done.

Budget Summary of Expenditures

	FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
STORMWATER				
SALARIES	276,438	152,888	307,103	371,611
OVERTIME	20,000	16,975	18,000	18,000
LONGEVITY	1,569	1,570	1,611	2,548
RETIREMENT	40,591	23,241	44,340	50,255
HEALTH/DENTAL	125,250	46,250	111,104	143,324
INSURANCE REIMBURSEMENT	2,000	2,583	1,000	2,000
WORKERS COMPENSATION	5,210	5,210	2,605	2,860
OTHER BENEFITS	24,280	13,439	26,523	31,919
CONTRACTED SERVICES	75,000	36,896	83,500	101,400
OTHER OPERATING	97,750	96,997	107,470	109,353
COLLECTIVE BARGAINING	-	-	-	4,750
TRANSFER-ROLLING STOCK SW	135,000	135,000	392,000	127,500
TOTAL	803,088	531,049	1,095,256	965,520

Prior to establishing this Division, Stormwater functions were accounted for in the General Fund Public Works Department Highway Division as well as the Sewer Enterprise Fund.

FY26 Budget Summary of Revenues

	FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
TRANSFER-SEWER FUND	321,789	321,789	334,044	419,010
TRANSFER-GENERAL FUND	321,789	321,789	334,044	419,010
USE OF FUND BALANCE	-	-	135,000	127,500
TOTAL	643,578	643,578	803,088	965,520

The Stormwater Division is responsible for compliance with EPA's National Pollution Discharge Elimination System (NPDES) Stormwater Phase II regulations. The City is regulated under two distinct components of the Stormwater Phase II regulations.

1. The City operates three facilities that are subject to the NPDES Stormwater Multi-Sector General Permit (MSGP) for Industrial Facilities (Peirce Island Wastewater Treatment Plant, Pease Tradeport Wastewater Treatment Plant, and the Portsmouth Public Works Facility). This set of regulations requires the City prepare and implement Stormwater Pollution Prevention Plans (SWPPPs) for each of the three facilities.



2. The City's storm drain system discharges are subject to the NPDES Stormwater Phase II Municipal Separate Storm Sewer System (MS4) General Permit. This five-year permit issued in 2018 by EPA requires the City prepare and implement a five-year plan to reduce the discharge of pollutants from the MS4 to the maximum extent practicable, to protect water quality and to meet State water quality standards. The current permit has been administratively extended; a draft permit for NH is expected in FY26 with new permitting requirements.



Compliance with these two components of the Phase II regulations requires the City to conduct additional operation and maintenance activities and make additional capital expenditures. Many of the current regulatory requirements involve sampling, data collection, monitoring, and management. Responsibilities of existing staff have been adjusted to optimize the hiring of additional staff and share staff with the Water and Sewer divisions to optimize efficiencies. The Stormwater Division is currently comprised of 5.5 staff members with associated support and administrative staff from the Highway Division.



The City has taken a pro-active approach to stormwater management. In 2007, the City completed a Stormwater Master Plan which outlined a series of actions to comply with the EPA's stormwater requirements. This plan was updated in 2022. Actions completed included creating a stormwater ordinance, mapping and inspecting all of the City's stormwater infrastructure, adopting best management practices which incorporate stormwater treatment, and increasing the funding for stormwater

infrastructure. In addition, to fund these new efforts the City has been exploring the potential of developing stormwater utility. This would create a new stand-alone enterprise fund for stormwater management and capital projects. A Work Session with City Council was held during FY23. It is anticipated that additional work sessions and utility options will continue to be explored in FY26, however, with the Conservation Law Foundation's (CLF) petition for residual designation in the Great Bay watershed, the utility option is on hold pending further evaluation.

Programs and Services

Administration - Provide overall guidance and direction of work tasks and division resources, supervision of outside consultant/contractor work, and development of special projects

- Annual compliance report and public outreach

Stormwater - Labor, equipment, and materials to maintain the City's stormwater infrastructure

- Storm drain maintenance (pipelines, catch basins & manholes)
- Oversight of annual catch basin cleaning program
- Inspection stormwater outfalls in accordance with the Stormwater Permit
- Annual street sweeping of all City streets
- Daily sweeping of streets in the Central Business District
- Litter control and disposal in the Central Business District

Goals and Objectives

Goal #1: Public Outreach

Objectives



- ✓ *Flyer distributed during Household Hazardous Waste Collection Days*
- ✓ *Mailer with Leaf Collection Information distributed in Fall*
- ✓ *"Pick up after your Pet" information distributed with all dog licenses and signs placed in parks*
- ✓ *Updated Information on Website*
- ✓ *Stormwater Outreach Videos Produced and Distributed via City's YouTube and Instagram pages*

Performance Measurements

- *Number of Outreach Mailings*

	FY23	*FY24*	*FY25 (Estimate)*
Outreach Mailings Sent	*7*	*4*	*5*

- *Record and report to EPA number of contacts via website*

	FY23	*FY24*	*FY25 (Estimate)*
Number of Total Stormwater Page Website Views	*914*	*1,603*	*1,600*
Unique views to the Stormwater Homepage	*532*	*919*	*900*

Citywide Goal Addressed

- *Invite and Honor Input from the Community and Encourage Increased Participation/Engagement of Youth.*

Goal #2: Public Participation

Objectives

- ✓ *Public Involvement in pre-construction process*
- ✓ *Coastal Resilience Initiative Public Forum*
- ✓ *Continue Partnership with Strawbery Banke Museum to showcase "Water Has a Memory" and "Think Blue" Exhibit, describing history of water, sewer and stormwater systems and promoting best management practices for stormwater management and water efficiency*



Performance Measurement

- *The Stormwater Team plans to continue to work with the Water Has a Memory Exhibit with upgrades planned for FY26*

Citywide Goal Addressed

- *Deliver Services and Programs with Courtesy, Professionalism, and Efficiency*

Goal #3: Illicit Discharge Detection and Elimination (IDDE)

Objectives

- ✓ *Inspection and sampling of City's Outfalls*
- ✓ *GIS inventory of structures*

Performance Measurements

- *Track sampling*
- *Document number of identified illicit discharges*

	FY23	FY24	FY25 (Estimate)
Number of Wet Weather Samples	52	13	30
Number of Dry Weather Samples	29	33	20
Number of IDDE	0	0	0
Number of SSO Identified	10	3	10
Number of SSO Removed	11	3	10

Citywide Goal Addressed

- *Meet or Exceed State and Federal Legal/Regulatory Requirements Including Those for a Safe and Healthy Community and Environment*

Goal #4: Construction Site Run-off Control

Objectives

- ✓ *Best Management Practices*
- ✓ *Siltation Control*

Performance Measurement

- *Document Regulation Adherence and Legislative Development to Protect City Operations and Assets*

Citywide Goal Addressed

- *Meet or Exceed State and Federal Legal/Regulatory Requirements Including Those for a Safe and Healthy Community and Environment*

Goal #5: Post Construction Run-off Control

Objective

- ✓ *Annual Inspection of Stormwater Controls*

Performance Measurement

- *Document Regulation Adherence and Legislative Development to Protect City Operations and Assets*

Citywide Goal Addressed

- *Meet or Exceed State and Federal Legal/Regulatory Requirements Including Those for a Safe and Healthy Community and Environment*

Goal #6: Pollution Prevention and Good Housekeeping for Municipal Operations

Objectives

- ✓ *Street sweeping*
- ✓ *Catch basin cleaning*
- ✓ *Household Hazardous Waste Collection Days*
- ✓ *Litter control and disposal*



Performance Measurement

Catch Basin Maintenance and Street Sweeping

	2023	2024	2025 (Estimate)	2026 (Forecast)
Catch Basin Cleaning (tons)	163	60	100	110
Catch Basins Cleaned	160	307	300	305
Street Sweeping (tons)	79	550	500	525

Citywide Goal Addressed

- *Meet or Exceed State and Federal Legal/Regulatory Requirements Including Those for a Safe and Healthy Community and Environment*

Additional Operational Measures

Stormwater (Tracked and Reported Annually per MS4 Compliance Data)

	2023	2024	2025 (Estimate)	2026 (Forecast)
Drain Lines Inspected (feet)	3,649	4,487	6,000	6,200
Drain Lines Cleaned (feet)	1,600	3,168	4,200	4,400
Treatment Units Inspected / Cleaned	35	22	40	43

FY26 BUDGETED POSITION AND SALARY DETAIL

	STEP		POSITION	SALARY
DEPARTMENT OF PUBLIC WORKS - STORMWATER DIVISION				
ADMINISTRATION				
PMA GRADE 21	D	⑭	OPERATIONS MANAGER	56,198
SMA GRADE 15	H	⑫	FOREMAN II - UTILITIES	46,449
1386A GRADE 9	G	⑫	CAMERA OPERATOR-L2	33,674
PMA GRADE 9	D	⑪	WATER QUALITY SPECIALIST I	31,461
1386A GRADE 8	G	⑫	EQUIPMENT OPERATOR-L2	32,147
1386A GRADE 8	E		EQUIPMENT OPERATOR-L2	61,011
1386A GRADE 7	C		UTILITY MECHANIC-L2	53,024
1386A GRADE 5	3.5D/8.5E		LABORER- L2	52,363
			ON CALL	4,388
			EDUCATION STIPEND(S)	896
			TOTAL DEPARTMENT	**371,611**

FOR TOTAL SALARY, PLEASE SEE PERSONNEL SUMMARY

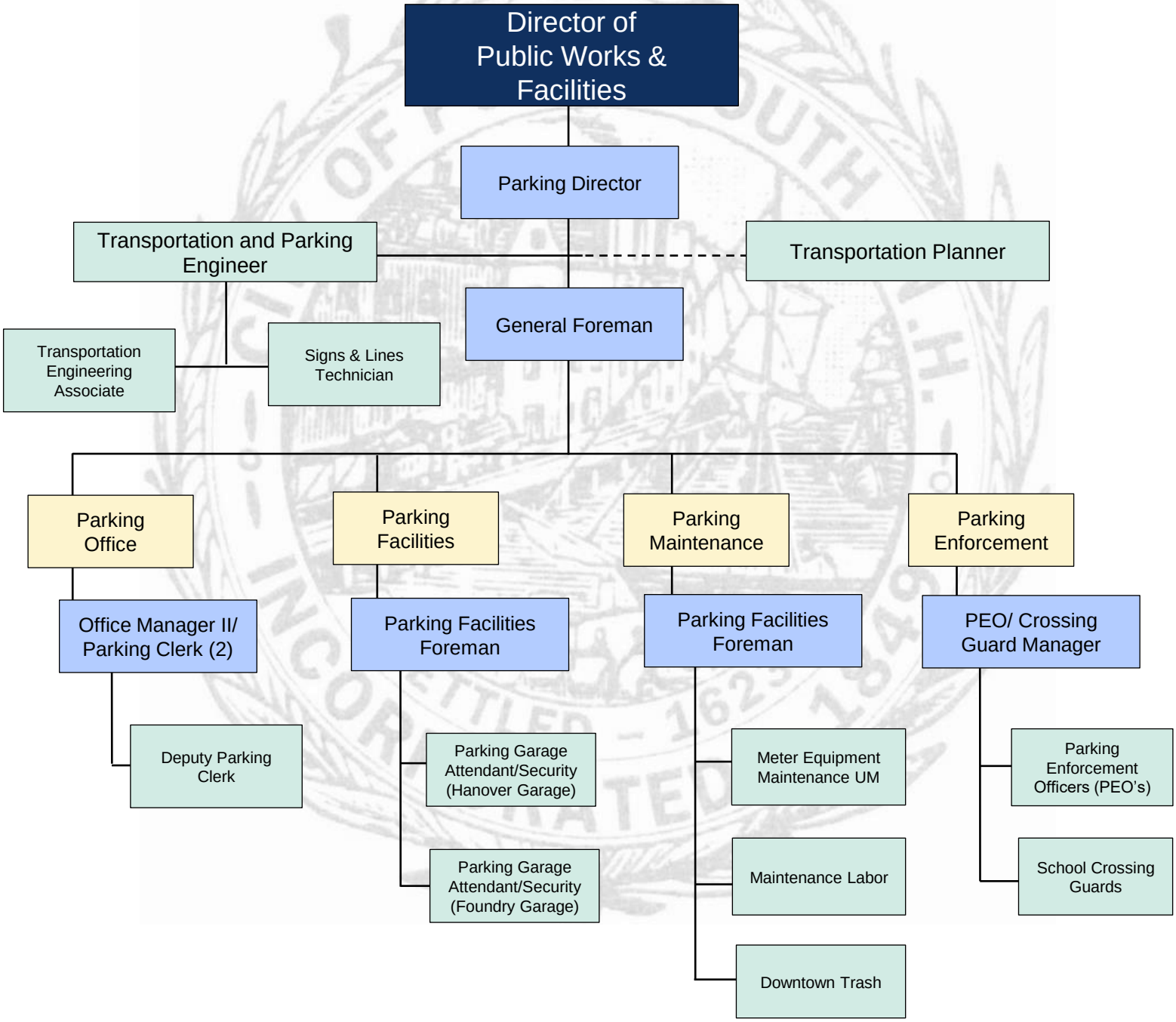
⑪ 50% WATER, 50% STORMWATER
⑫ 50% SEWER, 50% STORMWATER
⑭ 25% WATER, 25% SEWER, 50% STORMWATER

STORMWATER

58-751-640-49-100-420

		FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
011001	REGULAR SALARIES	276,438	152,888	307,103	371,611
011061	INSURANCE REIMBURSEMENT	2,000	2,583	1,000	2,000
011064	COLL BARG CONTINGENCY	-	-	-	4,750
014041	OVERTIME	20,000	16,975	18,000	18,000
015001	LONGEVITY	1,569	1,570	1,611	2,548
021001	INSURANCE-HEALTH	117,000	43,302	103,804	133,204
021101	INSURANCE-DENTAL	8,250	2,949	7,300	10,120
021501	INSURANCE-LIFE	470	199	513	627
021601	INSURANCE-DISABILITY	860	408	940	1,139
022001	SOCIAL SECURITY	18,600	10,400	20,318	24,438
022501	MEDICARE	4,350	2,432	4,752	5,715
023001	RETIREMENT	40,591	23,241	44,340	50,255
026002	INSURANCE-WORKERS COMP	5,210	5,210	2,605	2,860
031002	PROF SERVICES-ENGINEERING	26,000	25,540	26,000	30,000
034104	CELLULAR PHONES	-	-	-	6,000
039001	PROFESSIONAL SERVICES	5,000	1,129	11,500	17,000
039010	PROF/SERVICES-LAB TESTS	19,000	10,227	10,000	10,400
041308	GRIT DISPOSAL	25,000	-	36,000	38,000
043018	REPAIRS-EQUIPMENT	20,000	2,354	18,000	16,000
043024	REPAIRS-VEHICLE	10,000	20,554	24,000	18,000
043051	MAINTENANCE-STORM DRAINS	27,300	36,559	30,000	-
054050	TRAINING	2,000	945	1,000	2,684
055050	PRINTING	-	-	-	2,750
056007	OPERATIONAL PERMITS	-	-	-	400
057101	TRAVEL AND CONFERENCE	500	9	1,270	4,400
062011	OPERATING SUPPLIES	-	-	-	100
062501	POSTAGE	-	-	-	2,500
063501	GASOLINE	13,050	11,521	11,000	12,150
065007	CATCH BASIN TREATMENT	15,000	15,000	15,000	15,000
068003	PROTECTIVE CLOTHING	5,200	2,468	4,800	5,319
068016	MATERIALS	-	-	-	20,500
068030	TOOLS	-	-	-	5,500
074000	MACHINERY AND EQUIPMENT	4,700	7,586	2,400	4,050
091009	TRANSFER-ROLLING STOCK SW	135,000	135,000	392,000	127,500
TOTAL STORMWATER		**803,088**	**531,049**	**1,095,256**	**965,520**

Department of Public Works
Parking and Transportation Division
(Special Revenue Fund)



Mission

To coordinate the delivery of Parking and Transportation services in a professional and responsive manner by recognizing that a safe, reliable, and efficient transportation system is essential to our economic well-being and quality of life.

Department of Public Works-Parking & Transportation Division

Services Overview

- ✓ Parking Facilities and Services
- ✓ Traffic Operations, Planning and Safety Improvements
- ✓ Roadway and Bridge Design Projects
- ✓ Transit Facilities and Services

Did you know?

- ✓ The Parking and Transportation Division is 100% supported by Parking revenues? The Division does not require tax dollars to operate.
- ✓ 96% of Parking Revenues come from visitor use of the City's Parking System?
- ✓ In FY25, a total of $6.36 million, which represents 63% of all revenues collected through the Parking System, was used to support non-Parking-related salaries and services such as school crossing guards, snow removal, and downtown maintenance?

By using Parking revenues to pay for these and many more services, the Division is proud to report that in Fiscal Year 2025 the median-value Portsmouth Single Family Residence saved $456 in Property Taxes that would have been required to maintain service levels enjoyed by all residents and visitors.

Department Budget Comments

The FY26 Proposed Budget for the Parking and Transportation Division is $10,016,449, consisting of salaries, benefits, an operating budget of $5,934,646 (59.2% of total budget), and a non-operating budget of $4,081,803 (40.8% of total budget). This budget represents a decrease from FY25 of $432,325, or -4.14%.

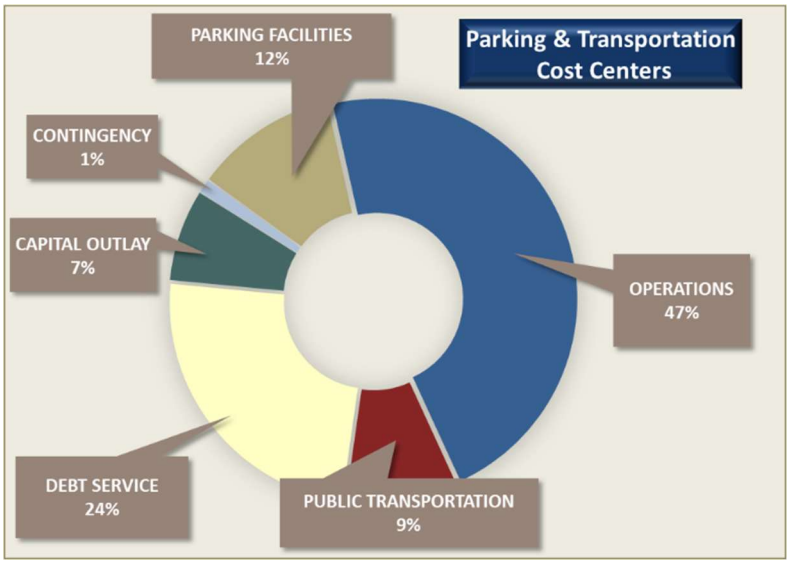
Position Summary Schedule

Positions Full Time	FY24	FY25	FY26
Director of Public Works & Facilities	0.10	0.10	0.25
Parking Director	1.00	1.00	1.00
City Engineer - Parking, Transportation & Planning	1.00	1.00	1.00
Planning Manager	0.50	0.50	0.50
Senior Assistant City Attorney	-	0.36	0.36
Assistant City Attorney	0.36	-	-
Operations Director II	-	-	0.25
Operations Director	0.25	0.25	-
Project Manager for Engineering & Operations	-	-	0.25
Administrative Manager	0.25	0.50	0.50
Legal Enforcement Officer	-	0.50	0.50
Zoning Enforcement Officer	0.50	-	-
Project Manager	-	-	0.25
Transportation Engineering Associate	1.00	1.00	-
Administrative Assistant II		0.55	0.50
Administrative Assistant I	1.55	-	-
Administrative Clerk	0.25		-
Operational Support Coordinator	0.25	0.25	0.25
Special Project Coordinator	0.25	0.25	-
Facilities Manager	0.25	0.25	0.25
Facilities Project Manager	1.00	1.00	0.25
Parking General Foreman	1.00	1.00	1.00
Parking Garage Foreman I	1.00	1.00	1.00
Parking Foreman I	1.00	2.00	2.00
Office Manager II	2.00	2.10	2.10
Laborer	6.00	8.00	8.00
Truck Driver I	1.00	1.00	1.00
Parking Garage Attendant/ Security	5.00	3.00	3.00
Account Clerk - Garage	1.00	1.00	1.00
Parking Enforcement Supervisor	1.00	1.00	1.00
Fleet General Foreman	0.10	0.10	0.10
Lead Mechanic	-	0.10	0.10
Technician: Equipment Mechanic	0.40	0.30	0.30
Utility Mechanic	1.00	1.00	1.00
Inventory Management Specialist	0.10	-	-
Equipment Mechanic Assistant	0.10	0.10	0.10
Technician - Signs and Lines	-	1.00	1.00
Equipment Operator I	1.00	1.00	1.00
Totals Full Time	**30.21**	**31.21**	**29.81**
Positions Part-Time	**FY24**	**FY25**	**FY26**
Regulatory Counsel	-	-	0.15
Parking Enforcement	14.00	10.00	10.00
School Crossing Guards	11.00	11.00	11.00
Parking Garage Attendant	20.00	12.00	14.00
Parking Garage Attendant/Security	1.00	2.00	1.00
Account Clerk - Garage	1.00	1.00	1.00
Engineering Intern	1.00	1.00	1.00
Office Manager	0.25	-	-
Number of part-time positions varies throughout the year			
Totals Part Time	**48.25**	**37.00**	**38.15**

Budget Summary of Expenditures

	FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
PARKING & TRANSPORTATION				
OPERATING				
SALARIES	1,847,455	1,797,082	2,136,416	2,115,927
PART-TIME SALARIES	668,307	391,658	534,957	556,215
OVERTIME	96,250	120,190	96,250	99,100
LONGEVITY	13,493	13,963	13,635	14,685
RETIREMENT	265,378	263,550	304,493	284,288
HEALTH INSURANCE	430,600	407,750	573,200	595,000
DENTAL INSURANCE	27,750	26,102	36,400	38,000
WORKERS COMPENSATION	46,935	46,935	45,617	57,039
LIFE AND DISABLITY	10,400	8,793	10,354	10,331
OTHER BENEFITS	201,171	173,502	213,088	213,926
UTILITIES	129,269	166,108	157,249	196,854
POLICE SERVICES DOWNTOWN	60,000	60,000	60,000	60,000
CONTRACTED SERVICES	315,935	294,594	262,437	314,372
OTHER OPERATING	1,010,911	1,368,130	1,167,133	1,212,634
COLLECTIVE BARGAINING CONTINGENCY	-	-	-	56,275
OPERATING	5,123,854	5,138,356	5,611,229	5,824,646
NON OPERATING				
DEBT SERVICE	2,438,063	2,346,886	2,332,263	2,431,013
CAPITAL PROJECTS	200,000	200,000	1,200,000	350,000
ROLLING STOCK	387,000	387,000	390,000	390,000
TRANSPORTATION	647,229	616,610	817,782	910,790
CONTINGENCY	97,000	87,021	97,500	110,000
NON OPERATING	3,769,292	3,637,517	4,837,545	4,191,803
TOTAL	8,893,146	8,775,873	10,448,774	10,016,449

As depicted in the chart to the right, Parking and Transportation is comprised of six cost centers: Daily Operations and Maintenance, Parking Facilities, Public Transportation, Debt Service, Capital Outlay, and Contingency. This budget maintains existing levels of service, with additional support for operational changes, new services, and debt service. Operational measures include the completion of the 2025 Parking Utilization Plan Study, completion of year two of the Hanover Street Garage Restoration project, and continued support of re-purposing of downtown High-Occupancy Parking inventory for outdoor dining. The Division maintains active daily management of the 300-space capacity reduction at the Hanover Garage Facility during the final year of its renovation project.



In FY25, the City saw a 2% reduction in year-over-year transactions from FY24. However, peak occupancy figures continue to be well above the Parking Industry-standard target of 85%. The repurpose of the City's downtown High-Occupancy Parking Inventory for outdoor dining will continue to impact supply, driving increased usage of the City's garage facilities as anticipated. The Foundry Garage is now regularly showing 85% capacity, with a number of hotel and residential projects in the immediate area that will further impact demand in FY26. The City has completed the 2025 Parking Utilization Plan Study, submitting recommendations to the Council on February 3rd, 2025. These recommendations and supporting data will guide the Division's future management of its parking assets with a view to modernizing long-term Citywide parking planning goals. Operational recommendations continue to be guided by the 2024 Parking Principles as well as Parking Industry best practices. The City continues its

relationship with Smarking, Inc., a data analytics firm specializing in aggregating real-time parking information. The Smarking system compiles live data from physical meter systems, the ParkMobile app and the City's garages to assist in making data-informed recommendations and management decisions. This data is highly useful when calculating the realized effects of policy decisions, such as re-purposing parking inventory to alternative uses, tracking the success of the Stay & Pay pricing model, and the elimination of the B-Zone parking rate structure. The Division is researching new wayfinding technologies, including geofenced electronic products for those drivers that use the ParkMobile app.

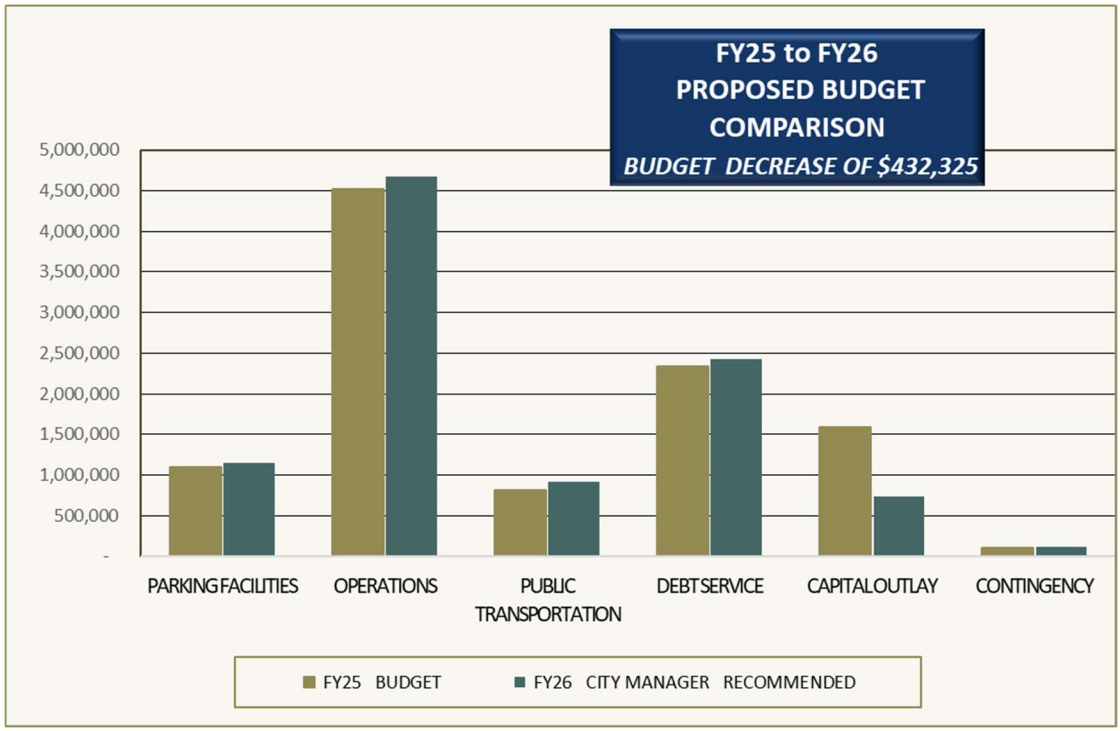
The Stay & Pay pricing model continues to deliver multiple positive outcomes. Eleven percent of residents and visitors choose to remain in a single space for an extended period as their individual needs dictate, meaning the City continues to realize its goal of 'turning' spaces over at the 3rd hour for 89% of users, ensuring availability for the next prospective visitor. The ParkMobile smartphone app is now the City's #1 meter collection point, which enhances both the Stay & Pay model and the Park Once Philosophy, as users can easily extend their session safely and remotely without moving their vehicle. ParkMobile's notification feature reduces Citation issuance by communicating with users when their session is soon to expire. The Stay & Pay model has had the additional effect of increased length of stay (LOS) in garage patronage, further reinforcing the City's Park Once Philosophy, which reduces pollution and the City's carbon footprint, encourages pedestrian travel and enhances bicycle safety.

Program goals from FY25 that have been met include:

- Continued management of changing available daily inventory and traffic pattern at the Hanover Garage, now in the final year of its three-year renovation
- Expansion of the Parking Division's Transportation Engineering unit to include an emphasis on "Signs & Lines", formerly budgeted in the Highway Division
- Cross-training staff members to help reduce overtime, increase flexibility and continue to provide unparalleled service levels to the public
- Shifting management of the crossing guard program to Parking Clerk's Office (PCO) team, cross-training staff wherever possible
- Continued management of the popular Downtown Workforce Parking Program, providing reduced-rate parking at the Foundry Place Garage for qualified employees of downtown Portsmouth businesses - for FY25, this program averages over 100 users daily, a 25% increase over FY24
- Completion of the 2025 Parking Utilization Plan Study
- Introduction of the ParkMobile Resident Verification Program in conjunction with the Tax Office

The Proposed FY26 budget of $10,016,449 represents a decrease from FY25 of $432,325, or -4.14% as compared to the budget approved for FY25. The following chart depicts a comparison between the FY25 budget and the FY26 Proposed Budget.

FY26 Proposed Budget Change From FY25		
Parking Facilities		**54,251**
Operations & Maintenance		**159,166**
Public Transportation		**93,008**
Debt Service		**98,750**
Capital Outlay		**(850,000)**
Contingency		**12,500**
TOTAL	**$**	**(432,325)**



Programs and Services

Parking Facilities and Maintenance Services

- Operates and maintains public parking facilities, surface lots and surrounding on-street parking
- Responsible for the operation, maintenance, collection, and enforcement of physical and virtual metering systems
- Administers to citation appeals and the adjudication process
- Conducts short-term and long-term Parking planning studies
- Develops and implements parking projects and programs
- Assists with snow plowing and removal operations
- Facilitates downtown solid waste collection and removal
- Manages downtown sweeping and trash removal



Traffic Engineering, Planning and Safety Improvements

- In coordination with the Highway Division of the Public Works Department, upgrade City traffic signals, signs, and pavement markings in accordance with City and federal standards including the Manual on Uniform Traffic Control Devices, Public Right of Way Accessibility Guidelines, and the Americans with Disabilities Act
- Staff the Planning Board's Site Plan Review Technical Advisory Committee
- Represent Portsmouth at the Rockingham Planning Commission Transportation Advisory Committee
- Provide technical reviews of all traffic studies relating to public and private developments and events
- Implement traffic calming as well as vehicle, pedestrian, and bicycle safety improvement projects
- Staff the Parking & Traffic Safety Committee and make recommendations to City Council
- Collect and analyze data related to traffic volumes, speeds, and pedestrian behavior patterns



- Review Flagging, Excavation and Outdoor Dining Permits
- Manage public engagement with Click N' Fix
- Maintain inventory of the City's roadway signage
- Review and approve NHDOT oversize/overweight truck permits on City streets
- Collaborate with Planning & Sustainability Department on updating and implementing Pedestrian/Bicycle Master Plan as well as City wayfinding sign program

Roadway and Bridge Design Projects

- Manage federally funded roadway and bridge projects under the New Hampshire Department of Transportation's (NHDOT) Municipally Managed Highway Program
- Maintain the City's Capital Improvement Program for Transportation projects
- Responsible for grant application of projects awarded through the Seacoast Metropolitan Planning Organization (SMPO), leveraging State and Federal funding
- Traffic Engineering Team assists the Planning Department with Transportation-related projects
- Awarded CRISI Grant from the Federal Railroad Administration for the redesign of the Bartlett Street railroad bridge

Transit Facilities and Services

- Coordinate the City's public transit services and facilities
- Administer the contract with the Cooperative Alliance for Seacoast Transportation (COAST) for transportation between the City and the surrounding region
- Responsible for submitting grant applications for transit facilities, services, and amenities to the Federal Transit Administration (FTA) and COAST through the SMPO



Goals and Objectives

Goal #1: Execute and Manage the Hanover Garage Restoration Project

Objectives

- ✓ The High Hanover Parking Garage, built in 1985, is now in the third year of an extensive renovation and maintenance project which began early FY23. The facility's available inventory will continue to be reduced up to 33%, or 300 spaces, for each of the project's anticipated three years. The Parking Division has reduced monthly contracts at Hanover in anticipation of the impact of this necessary upgrade, and works to facilitate necessary daily changes in directional signage, traffic patterns and inventory availability, while incentivizing the use of the Foundry Garage as an alternative

Performance Measurement

- Assisting the contractor to remain within targets with respect to available spaces, and percent of completion throughout the project

Citywide Goal Addressed

- *Maintain and Improve Infrastructure to Meet Needs of the Community*

Goal #2: Continue to provide outstanding customer service and related programs to support the Parking and Transportation policies of the City

Objectives

- ✓ As more public events are scheduled in Portsmouth, develop enhanced event shuttle systems and wayfinding where appropriate, while continuing to research additional options where applicable
- ✓ Continue to expand participation in the Downtown Employee Parking Program at Foundry Place Garage
- ✓ Continue to update and repair signage and pavement markings throughout the City

Performance Measurements

- Track and report sales figures from the Downtown Employee Parking Program
- Track and monitor length of stay and additional related metrics at the garage facilities and in the downtown on-street and lot inventory

Citywide Goals Addressed

- Leverage Local Resources And Partnerships To Improve And Support Needs Of Residents, Nonprofits, Arts And Culture Community
- Deliver Services And Programs With Courtesy, Professionalism, Integrity And Efficiency

Goal #3: Actively manage alternative transportation systems that serve public needs under changing fiscal constraints

Objectives

- ✓ Continue collaborating with COAST and other public transportation providers to improve efficiency and quality of public transportation services
- ✓ Collaborate with Portsmouth Representative on the COAST Board of Directors

Performance Measurement

COAST ridership for routes that serve Portsmouth

Services Provided	FY23	FY24	FY25 (Estimated)	FY26 (Forecast)
Fixed Routes (13; 14; 40; 41; 42; 43; 44)	116,629	153,240	178,956	189,500
Regional ADA Services	14,328	16,631	18,999	21,850
Senior Transportation	6,570	6,289	6,406	6,725

Citywide Goals Addressed

- Leverage Local Resources and Partnerships to Improve and Support Needs of Residents, Nonprofits, Arts and Culture Community
- Proactively Pursue the Integration of Sustainability, Resilience, and Climate Change Mitigation Actions Throughout the Government and Community

Goal #4: Develop and maintain a safe, efficient, and integrated multi-modal transportation system that reflects economic, environmental, and social considerations

Objectives

- ✓ Continue to compile database of crash statistics, traffic volumes, speeds, and vehicle classes utilizing traffic counters, police records, and consultants' studies
- ✓ Continue to assist in the implementation of the City's comprehensive Bicycle and Pedestrian Plan
- ✓ Coordinate municipally managed design and construction of the Peverly Hill, Pannaway and Maple Haven sidewalk projects
- ✓ Coordinate ongoing upgrades to downtown traffic light systems and pedestrian signals to provide appropriate crossing times with concurrent phasing with vehicular traffic where possible
- ✓ Continue working with various neighborhoods regarding design and construction of traffic calming improvements
- ✓ Continue with the implementation of the City's wayfinding program
- ✓ Coordinate municipally managed design and construction of the Islington Street corridor project
- ✓ Coordinate Phase II of the municipally managed design and construction of the Woodbury Avenue corridor safety improvement project from Rockingham Avenue to Dennett Street
- ✓ Upon completion of the Cate Street Connector, coordinate study to evaluate traffic flow with a view to recommend upgrades to Woodbury Ave and Bartlett Street

Performance Measurement

Traffic Data

	FY23	FY24	FY25 (Estimated)	FY26 (Forecast)
Total Accident Reports	901	862	881	850

Citywide Goal Addressed

- Maintain and Improve Infrastructure to Meet Needs of the Community

FY26 BUDGETED POSITION AND SALARY DETAIL

DEPARTMENT OF PUBLIC WORKS - PARKING & TRANSPORTATION DIVISION

	STEP		POSITION	SALARY
ADMINISTRATION				
NON GRADE 26	H	⑦	DIRECTOR OF PUBLIC WORKS AND FACILITIES	39,343
NON GRADE 24	C	⑦	OPERATIONS DIRECTOR II	30,949
PMA GRADE 22	F		PARKING DIRECTOR	125,155
NON GRADE 21	G	②	SENIOR ASSISTANT CITY ATTORNEY	43,661
PMA GRADE 21	E	⑦	FACILITIES DIRECTOR	29,504
PMA GRADE 17	F	⑤	PLANNING MANAGER	49,102
SMA GRADE 16	H		GENERAL FOREMAN	97,507
SMA GRADE 16	H	⑧	FLEET GENERAL FOREMAN	9,751
PMA GRADE 15	G	⑬	LEGAL ENFORCEMENT OFFICER	45,358
NON GRADE 15	F	⑦	ADMINISTRATIVE MANAGER - PUBLIC WORKS	22,289
NON GRADE 15	4D/8E	⑦	ADMINSTRATIVE MANAGER	21,718
SMA GRADE 13	E	⑧	LEAD MECHANIC	8,046
1386A GRADE 13	C	⑧	EQUIPMENT MECHANIC TECHNICIAN	6,837
1386A GRADE 13	C	⑧	EQUIPMENT MECHANIC TECHNICIAN	6,837
1386A GRADE 13	8B/4C	⑧	EQUIPMENT MECHANIC TECHNICIAN	6,619
PMA GRADE 11	E	⑦	ADMINISTRATIVE ASSISTANT II	18,191
PMA GRADE 11	6C/6D	⑦	ADMINISTRATIVE ASSISTANT II	16,913
PMA GRADE 11	5C/7D	⑧	OFFICE MANAGER II	6,793
PMA GRADE 9	5.5G/6.5H	⑦	OPERATIONAL SUPPORT COORDINATOR	17,158
1386A GRADE 5	E	⑧	EQUIPMENT MECHANIC ASSISTANT	5,118
			ON CALL	5,850
			EDUCATION STIPEND(S)	896
			TOTAL ADMINISTRATION FULL TIME	**613,595**
NON GRADE 25	H	⑭	REGULATORY COUNSEL (26 HOURS/WEEK)	16,917
(11) PART TIME			SCHOOL CROSSING GUARDS	101,750
			TOTAL ADMINISTRATION PART TIME	**118,667**
ENGINEERING				
PMA GRADE 21	H	⑦	PROJECT MANAGER - ENGINEERING & OPERATIONS	30,927
PMA GRADE 21	G		PARKING AND TRANSPORTATION ENGINEER	121,281
PMA GRADE 20	E	⑦	FACILITIES PROJECT MANAGER	28,107
PMA GRADE 16	6A/6B	⑰	PROJECT MANAGER	19,532
1386A GRADE 13	6F/6G		TECHNICIAN - SIGNS AND LINES	78,510
			TOTAL ENGINEERING FULL TIME	**278,357**
			ENGINEERING INTERN	12,160
			TOTAL ENGINEERING PART TIME	**12,160**
HANOVER GARAGE				
1386A GRADE 5	E		LABORER	51,181
1386B GRADE 3	I		ACCOUNT CLERK	48,298
1386A GRADE 5	E		LABORER	51,181
1386A GRADE 2	E		PARKING GARAGE ATTENDANT/SECURITY	44,309
1386A GRADE 2	6D/6E		PARKING GARAGE ATTENDANT/SECURITY	43,254
			TOTAL HANOVER GARAGE FULL TIME	**238,223**

FY26 BUDGETED POSITION AND SALARY DETAIL

	STEP	POSITION	SALARY
1386A GRADE 2	G	PARKING GARAGE ATTENDANT/ SECURITY (16 HRS/WK)	18,712
1386A GRADE 2	E	PARKING GARAGE ATTENDANT/ SECURITY (10 HRS/WK)	11,077
1386A GRADE 1	E	PARKING GARAGE ATTENDANT HANOVER (9 HRS/WK)	20,142
1386A GRADE 1	C	PARKING GARAGE ATTENDANT HANOVER (15 HRS/WK)	9,517
1386A GRADE 1	E	PARKING GARAGE ATTENDANT HANOVER (19 HRS/WK)	20,092
1386A GRADE 1	E	PARKING GARAGE ATTENDANT HANOVER (16 HRS/WK)	16,920
1386A GRADE 1	E	PARKING GARAGE ATTENDANT HANOVER (17 HRS/WK)	17,977
1386A GRADE 1	2.5D/9.5E	PARKING GARAGE ATTENDANT HANOVER (8 HRS/WK)	8,376
		TOTAL HANOVER GARAGE PART TIME	**122,813**
FOUNDRY GARAGE			
SMA GRADE 13	6D/6E	PARKING FOREMAN FOUNDRY PLACE	78,542
1386A GRADE 5	E	PARKING GARAGE ATTENDANT/SECURITY/LABORER	51,181
1386A GRADE 5	1C/11D	PARKING GARAGE ATTENDANT/SECURITY/LABORER	48,550
1386A GRADE 2	11D/1E	PARKING GARAGE ATTENDANT/SECURITY	42,375
		TOTAL FOUNDRY PLACE GARAGE FULL TIME	**220,648**
NON GRADE 3	H	ACCOUNT CLERK (18HRS/WK)	23,438
1386A GRADE 2	F	PARKING GARAGE ATTENDANT FOUNDRY/SECURITY (17.5HRS/WK)	19,918
1386A GRADE 1	E	PARKING GARAGE ATTENDANT FOUNDRY (24 HRS/WK)	27,071
1386A GRADE 1	E	PARKING GARAGE ATTENDANT FOUNDRY (20 HRS/WK)	21,149
1386A GRADE 1	3C/9D	PARKING GARAGE ATTENDANT FOUNDRY (8 HRS/WK)	7,961
		PARKING GARAGE ATTENDANT FOUNDRY VACANCIES	11,076
		TOTAL FOUNDRY PLACE GARAGE PART TIME	**110,613**
ENFORCEMENT			
SMA GRADE 13	2D/10E	PARKING ENFORCEMENT SUPERVISOR	79,819
1386A GRADE 5	E	LABORER/PARKING ENFORCEMENT OFFICER	51,181
1386A GRADE 5	E	LABORER/PARKING ENFORCEMENT OFFICER	51,181
1386A GRADE 5	1.5C/10.5D	LABORER/PARKING ENFORCEMENT OFFICER	48,454
		TOTAL PARKING ENFORCEMENT FULL TIME	**230,635**
NON GRADE 2	H	PARKING ENFORCEMENT (20HRS/WK)	24,088
NON GRADE 2	H	PARKING ENFORCEMENT (17HRS/WK)	20,475
NON GRADE 2	5.5B/6.5C	PARKING ENFORCEMENT (15HRS/WK)	15,291
NON GRADE 2	1D/11E	PARKING ENFORCEMENT (17HRS/WK)	19,455
NON GRADE 2	3C/9D	PARKING ENFORCEMENT (20HRS/WK)	21,625
NON GRADE 2	8.5C/3.5D	PARKING ENFORCEMENT (27HRS/WK)	28,549
NON GRADE 2	6.5C/5.5D	PARKING ENFORCEMENT (20HRS/WK)	21,321
NON GRADE 2	C	PARKING ENFORCEMENT (18HRS/WK)	18,759
NON GRADE 2	5B/7C	PARKING ENFORCEMENT (13HRS/WK)	13,279
		PARKING ENFORCEMENT	9,120
		TOTAL PARKING ENFORCEMENT PART TIME	**191,962**
METER OPERATIONS			
SMA GRADE 14	G	PARKING GARAGE FOREMAN I HANOVER	86,774
		ON CALL	5,850
		TOTAL METER OPERATIONS FULL TIME	**92,624**

FY26 BUDGETED POSITION AND SALARY DETAIL

	STEP	POSITION	SALARY
DOWNTOWN OPERATIONS			
1386A GRADE 8	E	EQUIPMENT OPERATOR I	59,161
1386A GRADE 7	E	UTILITY MECHANIC	56,376
1386A GRADE 6	1.5E/10.5F	TRUCK DRIVER I	55,009
1386A GRADE 5	E	LABORER	51,181
		TOTAL DOWNTOWN OPERATIONS FULL TIME	**221,727**
COLLECTION			
PMA GRADE 13	8.5D/3.5E	PARKING FOREMAN I	77,744
PMA GRADE 11	9.5F/2.5G	OFFICE MANAGER II	73,761
PMA GRADE 11	2.5C/9.5D	OFFICE MANAGER II	68,613
		TOTAL COLLECTION FULL TIME	**220,118**
		TOTAL FULL TIME	**2,115,927**
		TOTAL PART TIME	**556,215**
		TOTAL DEPARTMENT	**2,672,142**

FOR TOTAL SALARY, PLEASE SEE PERSONNEL SUMMARY SECTION OF THE BUDGET

② 64% LEGAL, 36% PARKING
⑤ 50% PLANNING, 50% PARKING AND TRANSPORTATION
⑦ 25% WATER, 25% SEWER, 25% PUBLIC WORKS, 25% PARKING
⑧ 30% PUBLIC WORKS, 30% WATER, 30% SEWER, 10% PARKING
⑬ 50% LEGAL, 50% PARKING
⑭ 5% PUBLIC WORKS, 40% WATER, 40% SEWER, 15% PARKING AND TRANSPORTATION
⑰ 5% PUBLIC WORKS, 35% WATER, 35% SEWER, 25% PARKING
⑳ 50% WATER, 50% AIRFORCE

		FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
PARKING AND TRANSPORTATION					
FOUNDRY PLACE PARKING FACILITY					
17-752-539-33-118-407					
011001	REGULAR SALARIES	206,818	69,961	210,742	220,648
012001	PART TIME SALARIES	142,554	118,317	117,449	110,613
014041	OVERTIME	15,000	9,721	15,000	15,000
022001	SOCIAL SECURITY	22,591	11,931	21,278	21,468
022501	MEDICARE	5,283	2,790	4,976	5,021
023001	RETIREMENT	30,012	15,457	30,543	30,045
034103	TELEPHONE	3,000	2,765	3,160	3,400
034206	SOFTWARE-ANNUAL MAINT	6,874	6,157	10,278	10,400
034210	METER-TRANSACTION FEE	-	3,794	5,832	8,263
036001	PROF SERVICE-CLEANING	-	-	2,500	2,500
039006	PROF/SERVICES-SECURITY	625	200	625	625
039039	PROF SERV-FOUNDRY ENVIRO	-	229	920	5,000
041002	ELECTRICITY	52,500	47,181	45,990	59,940
041205	WATER /SEWER FEES	1,969	1,203	2,067	2,171
043001	REPAIRS-STRUCTURAL	5,000	4,856	5,000	5,000
043002	REPAIRS-ELECTRICAL	1,000	693	2,000	4,000
043007	REPAIRS-ELEVATOR	12,000	11,180	12,000	12,000
043009	REPAIRS-PARKING CONTROL	4,500	1,406	4,500	4,500
043018	REPAIRS-EQUIPMENT	2,000	-	2,000	2,000
043024	REPAIRS-VEHICLE	2,500	2,429	2,500	2,500
043032	GENERATOR MAINTENANCE	1,500	1,185	2,000	2,660
062001	OFFICE SUPPLIES	200	80	200	200
064001	JANITORIAL SUPPLIES	3,500	2,879	3,000	3,000
068003	PROTECTIVE CLOTHING	2,500	193	2,625	3,500
068016	MATERIALS	10,000	2,205	10,000	10,000
074001	EQUIPMENT	2,000	72,846	1,600	2,000
	TOTAL	**533,926**	**389,657**	**518,785**	**546,454**
HIGH HANOVER PARKING FACILITY					
17-752-540-33-117-407					
011001	REGULAR SALARIES	358,314	400,088	223,318	238,223
012001	PART TIME SALARIES	150,373	79,190	118,390	122,813
014041	OVERTIME	31,250	60,757	31,250	31,250
022001	SOCIAL SECURITY	33,476	32,662	23,123	24,322
022501	MEDICARE	7,829	7,639	5,408	5,688
023001	RETIREMENT	52,708	59,393	34,443	34,358
034103	TELEPHONE	2,200	2,937	2,420	3,000
034206	SOFTWARE-ANNUAL MAINT	3,193	2,191	9,420	12,180
034210	METER-TRANSACTION FEE	-	9,001	20,832	20,449
036001	PROF SERVICE-CLEANING	-	-	2,500	2,500
039006	PROF/SERVICES-SECURITY	1,250	720	1,313	1,313
041002	ELECTRICITY	37,500	69,970	45,432	51,270
041101	NATURAL GAS	1,200	961	1,000	1,000
041205	WATER /SEWER FEES	6,500	6,409	6,825	6,825
043001	REPAIRS-STRUCTURAL	2,500	105,264	3,750	3,750
043002	REPAIRS-ELECTRICAL	1,500	24,677	1,575	1,890
043007	REPAIRS-ELEVATOR	4,500	5,594	6,750	6,750
043009	REPAIRS-PARKING CONTROL	7,000	7,872	5,000	5,000
043018	REPAIRS-EQUIPMENT	1,250	2,142	2,500	2,000
043024	REPAIRS-VEHICLE	2,500	3,876	2,500	2,500
043032	GENERATOR MAINTENANCE	2,000	265	2,666	2,666
062001	OFFICE SUPPLIES	200	187	200	200
064001	JANITORIAL SUPPLIES	5,000	5,287	2,750	3,000
068003	PROTECTIVE CLOTHING	7,000	80	6,850	3,450
068016	MATERIALS	12,500	39,337	12,625	12,625
074001	EQUIPMENT	2,000	119,103	1,600	2,000
	TOTAL	**733,743**	**1,045,602**	**574,440**	**601,022**

		FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
PARKING ENFORCEMENT					
17-752-541-33-100-423					
011001	REGULAR SALARIES	154,999	163,575	224,828	230,635
012001	PART TIME SALARIES	262,157	96,709	195,218	191,962
014041	OVERTIME	4,000	1,764	4,000	4,000
022001	SOCIAL SECURITY	26,112	15,739	26,291	26,449
022501	MEDICARE	6,107	3,681	6,149	6,186
023001	RETIREMENT	21,513	22,376	30,960	29,916
034103	TELEPHONE	400	383	420	420
034206	SOFTWARE-ANNUAL MAINT	67,500	76,393	67,920	45,420
039001	PROFESSIONAL SERVICES	-	85	-	15,600
043018	REPAIRS-EQUIPMENT	2,500	-	2,625	2,500
043024	REPAIRS-VEHICLE	1,875	2,225	1,969	1,969
061002	MISCELLANEOUS SUPPLIES	1,250	44	-	-
062005	PRINTING SUPPLIES	3,500	3,522	5,250	6,000
062501	POSTAGE	15,000	25,162	18,750	18,750
068003	PROTECTIVE CLOTHING	6,175	1,525	6,484	5,375
074001	EQUIPMENT	1,500	406	2,250	2,450
075001	FURNITURE AND FIXTURES	-	103	-	-
	TOTAL	**574,588**	**413,692**	**593,114**	**587,632**
PARKING METER OPERATION					
17-752-542-33-100-423					
011001	REGULAR SALARIES	104,248	159,168	91,753	92,624
014041	OVERTIME	25,000	18,162	5,000	5,850
022001	SOCIAL SECURITY	8,013	10,877	5,999	6,105
022501	MEDICARE	1,874	2,544	1,403	1,428
023001	RETIREMENT	17,487	24,455	13,091	12,555
034206	SOFTWARE-ANNUAL MAINT	56,235	52,551	58,612	53,467
034210	METER-TRANSACTION FEE	190,560	162,461	191,079	238,934
043018	REPAIRS-EQUIPMENT	32,000	29,045	500	500
043020	REPAIRS-PARKING METERS	15,000	17,847	15,750	20,000
043024	REPAIRS-VEHICLE	9,625	549	1,000	2,500
062020	METER-SUPPLIES	2,000	712	2,100	2,100
068003	PROTECTIVE CLOTHING	1,850	505	925	925
068023	MATERIALS-PRK MTR INSTALL	2,000	1,492	2,100	2,100
074001	EQUIPMENT	1,500	14,537	1,575	1,575
	TOTAL	**467,392**	**494,905**	**390,887**	**440,663**
PARKING COLLECTION					
17-752-543-33-100-423					
011001	REGULAR SALARIES	184,151	183,523	199,185	220,118
014041	OVERTIME	-	-	-	1,000
022001	SOCIAL SECURITY	11,417	11,027	12,349	13,709
022501	MEDICARE	2,670	2,579	2,888	3,206
023001	RETIREMENT	24,916	25,437	26,950	28,193
034103	TELEPHONE	800	799	840	840
044006	PRINTING LEASE/MAINT	1,500	1,899	1,575	1,894
055050	PRINTING	500	194	525	-
062001	OFFICE SUPPLIES	1,300	88	1,365	1,500
062010	COPYING SUPPLIES	200	-	210	210
062501	POSTAGE	1,200	-	1,260	-
	TOTAL	**228,654**	**225,546**	**247,147**	**270,670**

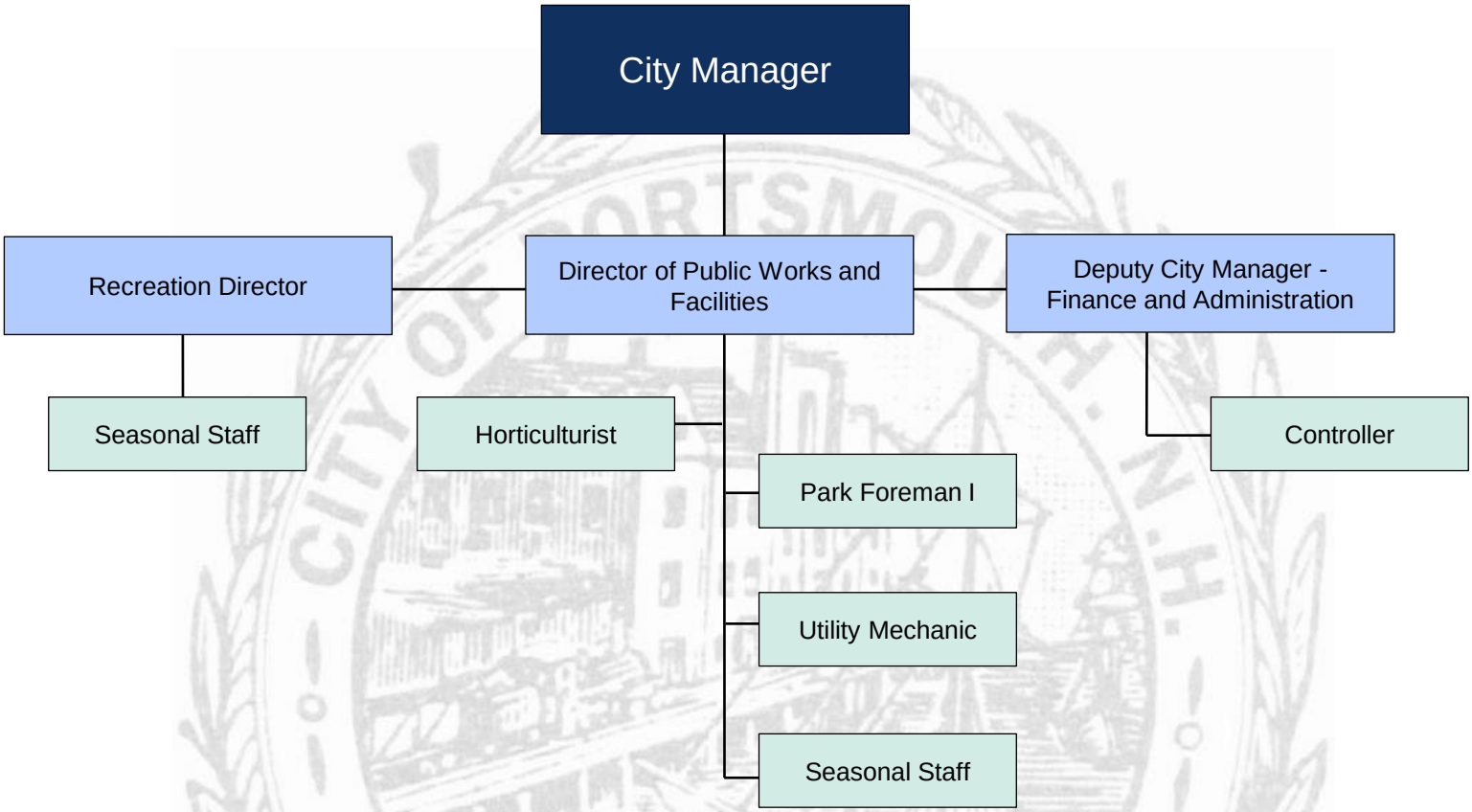
		FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
PARKING ADMINISTRATION					
17-752-610-33-100-423					
011001	REGULAR SALARIES	657,041	638,119	705,709	613,595
011061	INSURANCE REIMBURSEMENT	4,200	3,433	4,200	10,500
011064	COLL BARG CONTINGENCY	-	-	-	56,275
012001	PART TIME SALARIES	103,223	97,442	92,500	118,667
014041	OVERTIME	21,000	29,786	21,000	21,000
015001	LONGEVITY	13,493	13,963	13,635	14,685
021001	INSURANCE-HEALTH	426,400	404,317	569,000	584,500
021101	INSURANCE-DENTAL	27,750	26,102	36,400	38,000
021501	INSURANCE-LIFE	4,500	2,843	3,665	3,659
021701	INSURANCE-LTD	5,900	5,950	6,689	6,672
022001	SOCIAL SECURITY	49,535	47,370	51,897	48,264
022501	MEDICARE	11,585	11,010	12,137	11,287
023001	RETIREMENT	94,133	91,713	100,737	82,783
026002	INSURANCE-WORKERS COMP	46,935	46,935	45,617	57,039
030101	PROF SERVICES-AUDIT	-	-	5,500	5,750
034103	TELEPHONE	2,200	1,180	2,198	1,500
034104	CELLULAR PHONES	13,000	11,443	13,000	13,000
034204	OUTSIDE IT SUPPORT	2,000	-	2,100	2,100
034206	SOFTWARE-ANNUAL MAINT	48,615	48,606	55,601	78,919
035002	PROF SERV- SUBSTANCE TEST	1,000	284	1,050	500
035004	OCCUPATIONAL HEALTH	2,500	-	-	-
039001	PROFESSIONAL SERVICES	22,500	20,975	22,500	22,500
039026	POLICE SERVICES DOWNTOWN	60,000	60,000	60,000	60,000
041002	ELECTRICITY	6,600	8,131	18,300	41,548
043024	REPAIRS-VEHICLE	2,500	6,110	3,750	2,500
044006	PRINTING LEASE/MAINT	1,300	1,269	1,365	1,365
048001	PROPERTY INS-DEDUCTIBLES	3,000	-	3,150	3,000
048002	PROPERTY INSURANCE	57,354	57,354	50,986	52,054
053001	ADVERTISING	1,500	-	1,575	1,575
054050	TRAINING	1,200	295	1,260	13,500
056001	DUES PROFESSIONAL ORGANIZ	800	360	840	840
057101	TRAVEL AND CONFERENCE	500	753	750	750
057102	TRAVEL REIMBURSEMENT	2,000	2,359	3,000	3,000
061002	MISCELLANEOUS SUPPLIES	750	373	750	750
062001	OFFICE SUPPLIES	3,000	3,324	3,150	3,150
062501	POSTAGE	800	3,336	1,200	2,460
063501	GASOLINE	23,000	32,252	37,635	34,100
068003	PROTECTIVE CLOTHING	1,200	-	1,260	1,375
074001	EQUIPMENT	500	29,164	525	525
081150	REFUNDS	-	-	2,000	2,000
091007	TRANSFER-PRESCOTT PARK	60,000	60,000	60,000	60,000
091011	TRANSFER PARKING-RECYCLIN	100,000	100,000	100,000	100,000
	TOTAL	**1,883,514**	**1,866,551**	**2,116,631**	**2,175,687**

		FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
ENGINEERING					
17-752-620-33-100-423					
011001	REGULAR SALARIES	181,884	182,646	266,534	278,357
012001	PART TIME SALARIES	10,000	-	11,400	12,160
014041	OVERTIME	-	-	-	1,000
022001	SOCIAL SECURITY	11,897	11,066	17,232	18,074
022501	MEDICARE	2,782	2,588	4,030	4,227
023001	RETIREMENT	24,609	24,719	36,062	35,618
034204	OUTSIDE IT SUPPORT	1,000	-	2,000	2,000
034206	SOFTWARE-ANNUAL MAINT	1,800	250	600	640
034220	TRAFFIC SIGNAL OPS	3,500	5,716	15,150	15,150
039001	PROFESSIONAL SERVICES	100,000	110,010	40,000	40,000
039006	PROF/SERVICES-SECURITY	1,000	-	1,000	1,000
039075	TRAFFIC LINE MARKING	-	-	43,290	26,667
043003	REPAIRS-TRAFFIC SIGNS	-	-	3,996	7,992
043018	REPAIRS-EQUIPMENT	1,000	16,956	5,000	4,000
043024	REPAIRS-VEHICLE	3,000	315	3,500	4,000
054050	TRAINING	750	194	750	750
056001	DUES PROFESSIONAL ORGANIZ	800	793	1,140	900
057101	TRAVEL AND CONFERENCE	750	203	1,000	1,000
067001	BOOKS & PERIODICALS	890	395	890	890
068003	PROTECTIVE CLOTHING	375	-	1,354	1,354
068021	MATERIALS-TRAFFIC SIGNS	-	-	9,990	31,000
074001	EQUIPMENT	56,000	46,554	56,000	61,000
	TOTAL	**402,037**	**402,403**	**520,918**	**547,779**
PUBLIC TRANSPORTATION					
17-752-544-33-100-423					
039027	SHUTTLE SERVICES	-	-	-	-
073030	DOWNTOWN LOOP	29,412	15,612	33,824	38,898
074008	TROLLEY MATCH	-	-	-	-
079028	BUS SHELTER/KIOSK	2,500	-	5,000	5,000
081006	COAST DUES	419,269	404,949	534,111	585,248
087014	SENIOR TRANSPORT	196,048	196,048	244,847	281,644
087030	ZAGSTER	-	-	-	-
	TOTAL	**647,229**	**616,610**	**817,782**	**910,790**
DOWNTOWN OPERATIONS					
17-752-640-42-100-420					
011001	REGULAR SALARIES	-	-	214,347	221,727
014041	OVERTIME	-	-	20,000	20,000
022001	SOCIAL SECURITY	-	-	14,530	14,987
022501	MEDICARE	-	-	3,398	3,505
023001	RETIREMENT	-	-	31,707	30,820
039200	SNOW REMOVAL	300,000	300,000	300,000	-
039201	SNOW REMOVAL-TRAN TO DPW	-	-	-	300,000
043018	REPAIRS-EQUIPMENT	-	-	37,500	18,000
043024	REPAIRS-VEHICLE	-	-	11,625	9,500
064001	JANITORIAL SUPPLIES	-	-	4,000	4,000
068003	PROTECTIVE CLOTHING	-	-	3,700	3,700
068016	MATERIALS	-	-	6,000	6,000
068018	MATERIALS-MARKET SQUARE	-	-	-	20,000
074001	EQUIPMENT	-	-	2,500	2,500
	TOTAL	**300,000**	**300,000**	**649,307**	**654,739**

		FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
DEBT SERVICE					
17-752-302-51-100-447					
092101	FINANCING FEES ON DEBT	32,000	-	-	10,000
098001	PRINCIPAL-BONDED DEBT	1,328,500	1,328,500	1,375,000	1,420,000
098010	PROJECTED NEW BOND PAYMNT	59,176	-	-	112,500
098102	INTEREST-BONDED DEBT	1,018,387	1,018,386	957,263	888,513
	TOTAL	**2,438,063**	**2,346,886**	**2,332,263**	**2,431,013**
CONTINGENCY					
17-752-310-51-100-423					
039033	FIRE SERVICES	25,000	25,000	25,000	25,000
051901	STUDENT TRANSPORTATION	50,000	50,000	50,000	50,000
099008	PARKING LOT LEASES	22,000	12,021	22,500	35,000
	TOTAL	**97,000**	**87,021**	**97,500**	**110,000**
CAPITAL PROJECTS					
17-752-795-00-100-452					
073021	MASTER PLAN	100,000	100,000	-	-
073070	BIKE/PED MASTER PLAN	50,000	50,000	50,000	50,000
073118	TRAFFIC CALMING	-	-	50,000	50,000
074100	EV CHARGING STATION	-	-	50,000	50,000
076001	VEHICLES-PW	387,000	387,000	390,000	390,000
079038	HANOVER PARKING GARAGE	-	-	1,000,000	-
079039	MULTI SPACE METER	50,000	50,000	50,000	50,000
079057	PAVING PARKING LOTS	-	-	-	150,000
	TOTAL	**587,000**	**587,000**	**1,590,000**	**740,000**
Total Parking & Transportation		**8,893,146**	**8,775,873**	**10,448,774**	**10,016,449**

Prescott Park

(Special Revenue Fund)



Prescott Park Oversight and Care

Prescott Park is overseen by the City Manager with funding provided by the Trustees of the Trust Funds as well as the City of Portsmouth. Care and maintenance of the Park is overseen by the Director of Public Works and Facilities while the financial well-being of the Park is under the auspices of the Finance Department. The Park's docks are staffed by the Recreation Department's seasonal staffing.

Mission

To underwrite the operations required for the upkeep and administration of Prescott Park, which is within the management control of the City Manager. This work is carried out in accordance with the terms of the Josie F. Prescott Trust and related revenue sources, the deeds for the Park land, and directives of the Portsmouth City Council.

Prescott Park

Services Overview

- ✓ Maintenance of Park Grounds
- ✓ Maintenance of Park Facilities
- ✓ Docking Services
- ✓ Stewardship of Historic Resources
- ✓ Permitting and Scheduling of Special Events
- ✓ Administration of Park License Agreements
- ✓ Capital Planning and Project Management

Position Summary Schedule

Positions Full Time	FY24	FY25	FY26
Controller	0.15	0.15	0.15
Horticulturalist	1.00	1.00	1.00
Park Foreman I	1.00	1.00	1.00
Utility Mechanic	1.00	1.00	1.00
Totals Full Time	**3.15**	**3.15**	**3.15**
Positions Part-Time	**FY24**	**FY25**	**FY26**
Seasonal part-time positions vary throughout the year.			
Totals Part Time	-	-	-

Did you know?

Did you know that Prescott Park staff plant approximately 14,300 plants in the gardens each year?

Department Budget Comments

The proposed FY26 budget for Prescott Park is $609,771, an increase of $15,241 or 2.56% over FY25.

Budget Summary of Expenditures

	FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
SALARIES	229,842	227,536	239,779	245,959
PART-TIME SALARIES	66,120	60,851	66,120	64,600
OVERTIME	8,000	8,287	8,000	8,000
LONGEVITY	2,303	2,198	2,256	2,307
RETIREMENT	32,491	32,205	33,830	32,674
HEALTH & DENTAL INSURANCE	43,210	50,154	47,100	51,200
WORKERS COMP	5,868	5,868	4,511	6,510
COLLECTIVE BARGAINING CONTINGENCY	-	-	-	6,375
OTHER BENEFITS	23,430	22,328	24,185	24,546
Contractual Obligations	*411,264*	*409,426*	*425,781*	*442,171*
CONTRACTED SERVICES	11,650	3,015	16,000	16,000
TRAINING	625	285	625	625
GARDEN SUPPLIES	59,160	68,793	65,000	65,000
REPAIRS AND MAINTENANCE	31,500	6,166	31,500	26,470
UTILITIES	33,180	20,651	31,204	32,958
GASOLINE	1,232	1,759	1,232	1,820
PROPERTY INSURANCE	3,591	3,591	2,992	3,571
OTHER OPERATING	16,684	18,067	20,196	21,156
Other Operating	*157,622*	*122,327*	*168,749*	*167,600*
TOTAL	568,886	531,753	594,530	609,771

Costs associated with the Prescott Park Master Plan implementation are not included in this budget. Information about this capital project can be found at: https://www.cityofportsmouth.com/prescottpark/prescott-park-master-plan-implementation-committee.

FY26 Budget Summary of Revenues

	PRESCOTT TRUST	MARINE MNT TRUST	PORTSMOUTH GENERAL FUND	TOTAL
Donations	-	-	2,001	2,001
Weddings	-	-	4,000	4,000
License Agreements	-	-	28,000	28,000
Misc Revenues	-	-	2,500	2,500
Transfer - General Fund	-	-	271,370	271,370
Transfer - Parking & Transportation	-	-	60,000	60,000
Transfer - Josie Prescott Trust	215,900	-	-	215,900
Transfer - Marine Maintenance Trust	-	26,000	-	26,000
TOTAL	215,900	26,000	367,871	609,771

FY26 Budget Expenditure Breakdown

	PRESCOTT TRUST	MARINE MNT TRUST	PORTSMOUTH GENERAL FUND	TOTAL
SALARIES	17,600	-	228,359	245,959
PART-TIME SALARIES	22,914	15,960	25,726	64,600
OVERTIME	-	-	8,000	8,000
LONGEVITY	107	-	2,200	2,307
RETIREMENT	2,258	-	30,416	32,674
HEALTH & DENTAL INSURANCE	-	-	51,200	51,200
WORKERS' COMPENSATION	6,510	-	-	6,510
COLLECTIVE BARGAINING CONTINGENCY	6,375	-	-	6,375
OTHER BENEFITS	1,355	1,221	21,970	24,546
Contractual Obligations	*57,119*	*17,181*	*367,871*	*442,171*
CONTRACTED SERVICES	16,000	-	-	16,000
GARDEN SUPPLIES	65,000	-	-	65,000
REPAIRS AND MAINTENANCE	26,470	-	-	26,470
UTILITIES	31,375	1,583	-	32,958
GASOLINE	1,820	-	-	1,820
PROPERTY INSURANCE	3,571	-	-	3,571
OTHER OPERATING	14,545	7,236	-	21,781
Other Operating	*158,781*	*8,819*	-	*167,600*
TOTAL	215,900	26,000	367,871	609,771



Prescott Park is funded by various sources, including the Josie F. Prescott Trust, the Marine Maintenance Trust (for costs associated with the dock services and facilities), and a transfer from the General Fund as well as funds from the City's Parking Division. Other revenues that defray the impact on the General Fund include fees associated with weddings, license agreements with large park users, and donations from the use of Four Tree Island.

Programs and Services

Park Maintenance and Facility Management
Prescott Park encompasses over 10 acres of valuable green space, offering public access to the Piscataqua River. The Park features a variety of cherished landscapes and historic structures, including the Prescott Formal Garden, Four Tree Island, multiple docks and wooden piers extending into the river, vibrant flower gardens, and expansive open lawn areas. Additionally, essential infrastructure such as seawalls and fencing contribute to the Park's structural integrity. A dedicated team, including a full-time Horticulturist, Park Foreman, Utility Mechanic, and seasonal staff, ensures the upkeep of all Park facilities and landscapes.



Event Coordination and Permitting
Beyond the operations of resident nonprofit organizations, Prescott Park hosts a diverse array of special events and permitted activities. These include programs such as Yoga in the Park, the Fairy House Tour, and formal gatherings in the Public Forum area. Event permissions and permits are managed through the City Manager's Office to ensure coordination and compliance with City regulations.

Docking Services
Prescott Park provides two docking facilities, North and South Docks, available for public use. These docks accommodate seasonal boaters, hourly rentals, and overnight docking for transient visitors. Additionally, select dock slips are designated for visiting vessels that offer public programs or services, enhancing the park's maritime accessibility.

Administration, Capital Planning, and Project Management
In addition to routine Park maintenance, the administration oversees Park license agreements, policy enforcement, and service management. Strategic planning for significant capital improvements is also a key responsibility, guided by the Prescott Park Master Plan, adopted by the City Council in 2017. This plan ensures long-term investments and enhancements that preserve and improve the Park's facilities and public offerings.



Goals and Objectives

Goal #1: To ensure Prescott Park is available for park and recreational purposes

Objectives

- ✓ Operate the Park in a manner that guarantees access by the public for parks and recreational purposes
- ✓ Ensure compliance with deed restrictions, City ordinances, and Park policies
- ✓ Administer agreements and monitor the programming and services of Park licensees
- ✓ Communicate with residents, Park users, Park visitors, and others about Park activities, operations, future planning, and other issues

Performance Measurement:

Park Reservations

	2023	2024	2025 (Est)	2026 (Est)
Weddings	20	18	18	20
Four Tree Island (Large Grill Reservation)	134	121	130	145

Citywide Goals Addressed

- *Maintain Financial Stability*
- *Meet or Exceed State and Federal Legal/Regulatory Requirements, Including Those for a Safe and Healthy Community and Environment*
- *Maintain and Improve Infrastructure to Meet the Needs of the Community*



FY26 BUDGETED POSITION AND SALARY DETAIL

	STEP		POSITION	SALARY
PRESCOTT PARK				
ADMINISTRATION				
PMA GRADE 20	G	③	CONTROLLER/ENTERPRISE ACCOUNTANT	17,331
			EDUCATION STIPENDS	269
			TOTAL ADMINISTRATION FULL TIME	**17,600**
BUILDING/GROUNDS				
SMA GRADE 14	3E/9F		PARK FOREMAN I	85,070
PMA GRADE 14	6.5D/5.5E		HORTICULTURIST	81,978
1386A GRADE 7	G		UTILITY MECHANIC	59,519
			EDUCATION STIPENDS	1,792
			TOTAL BUILDING GROUNDS FULL TIME	**228,359**
			PT - SEASONAL LABORER - PRESCOTT PARK BUILDINGS/GROUNDS	12,160
			PT - SEASONAL LABORER - PRESCOTT PARK BUILDINGS/GROUNDS	12,160
			PT - SEASONAL HORITCULTURE INTERN - PRESCOTT PARK BUILDINGS/GROUND	12,160
			PT - SEASONAL HORITCULTURE INTERN - PRESCOTT PARK BUILDINGS/GROUND	12,160
			TOTAL BUILDING GROUNDS PART TIME	**48,640**
			PT - SEASONAL - PRESCOTT PARK BOAT DOCKS	15,960
			TOTAL BOAT DOCKS PART TIME	**15,960**
			TOTAL FULL TIME	**245,959**
			TOTAL PART TIME	**64,600**
			TOTAL DEPARTMENT	**310,559**

FOR TOTAL SALARY, PLEASE SEE PERSONNEL SUMMARY SECTION OF THE BUDGET

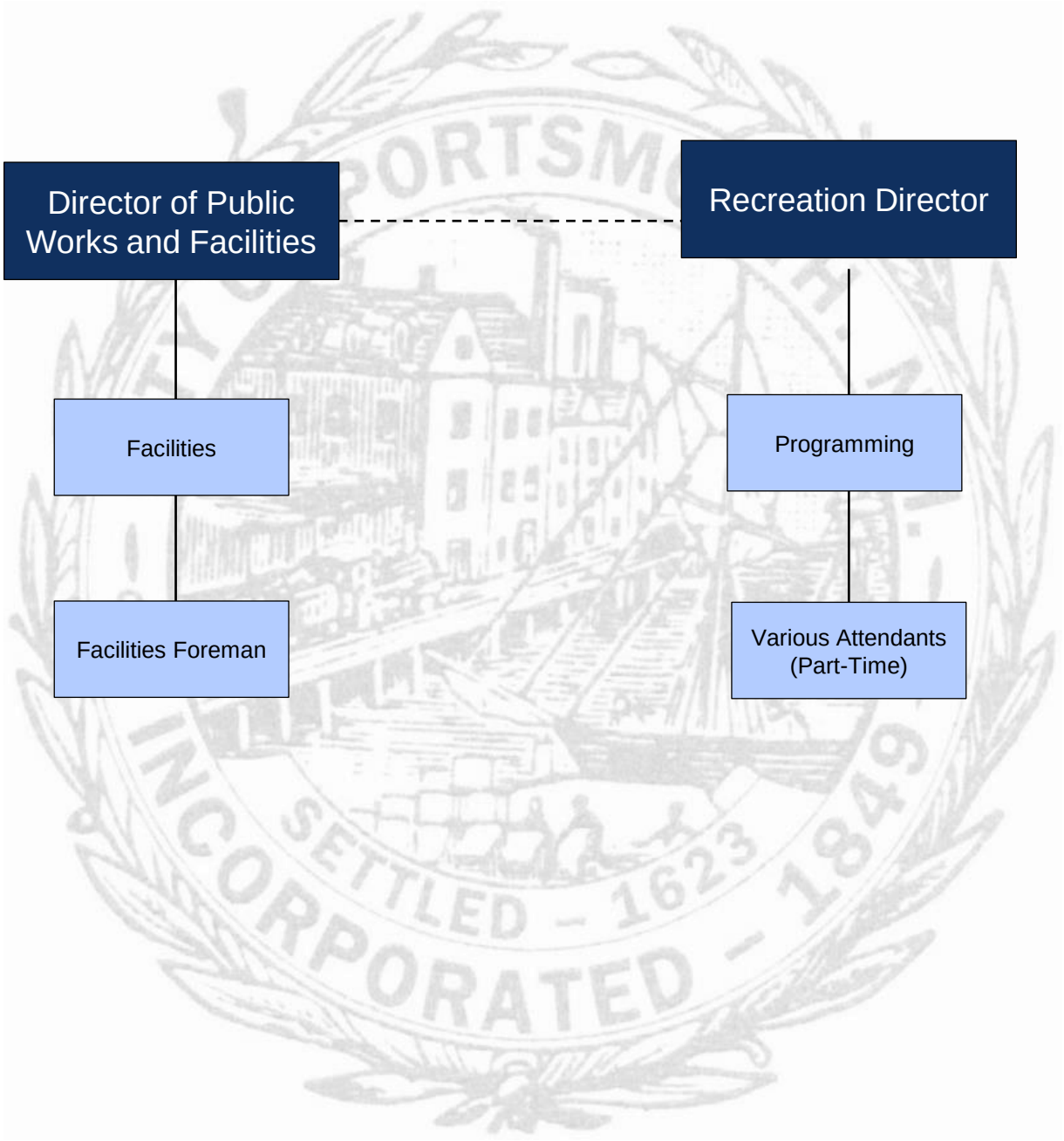
③ 85% FINANCE, 15% PRESCOTT PARK

		FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
PRESCOTT PARK					
ADMINISTRATION					
84-751-610-51-133-439					
011064	COLL BARG CONTINGENCY	-	-	-	6,375
011001	REGULAR SALARIES	17,103	17,100	17,600	17,600
015001	LONGEVITY	105	-	107	107
022001	SOCIAL SECURITY	1,067	1,158	1,098	1,098
022501	MEDICARE	250	271	257	257
023001	RETIREMENT	2,328	2,611	2,396	2,258
034103	TELEPHONE	1,200	924	1,320	1,320
062001	OFFICE SUPPLIES	250	170	250	250
	TOTAL	22,303	22,233	23,028	29,265
PARKS BUILDINGS & GROUNDS OPERATIONS					
84-751-624-51-133-439					
011001	REGULAR SALARIES	212,739	210,436	222,179	228,359
012001	PART TIME SALARIES	50,160	45,510	50,160	48,640
014041	OVERTIME	8,000	8,287	8,000	8,000
015001	LONGEVITY	2,198	2,198	2,149	2,200
021001	INSURANCE-HEALTH	39,610	46,554	43,300	47,200
021101	INSURANCE-DENTAL	3,600	3,599	3,800	4,000
022001	SOCIAL SECURITY	16,932	15,987	17,514	17,806
022501	MEDICARE	3,960	3,739	4,096	4,164
023001	RETIREMENT	30,163	29,594	31,434	30,416
026002	INSURANCE-WORKERS COMP	5,868	5,868	4,511	6,510
039001	PROFESSIONAL SERVICES	11,650	3,015	16,000	16,000
041002	ELECTRICITY	5,900	5,672	5,900	7,293
041101	NATURAL GAS	3,370	2,522	3,260	3,582
041205	WATER /SEWER FEES	22,000	11,045	20,500	20,500
043001	REPAIRS-STRUCTURAL	26,500	3,342	26,500	21,470
043002	REPAIRS-ELECTRICAL	3,000	1,567	3,000	3,000
043018	REPAIRS-EQUIPMENT	2,000	1,258	2,000	2,000
048002	PROPERTY INSURANCE	3,591	3,591	2,992	3,571
054050	TRAINING	625	285	625	625
061002	MISCELLANEOUS SUPPLIES	9,750	11,091	9,750	9,750
062019	GARDENING SUPPLIES	59,160	68,793	65,000	65,000
063501	GASOLINE	1,232	1,759	1,232	1,820
068003	PROTECTIVE CLOTHING	1,575	2,042	2,600	2,600
	TOTAL	523,583	487,753	546,502	554,506
BOAT DOCKS					
84-785-755-00-133-439					
012001	PART TIME SALARIES	15,960	15,341	15,960	15,960
022001	SOCIAL SECURITY	990	951	990	990
022501	MEDICARE	231	222	230	231
034103	TELEPHONE	899	840	900	900
041002	ELECTRICITY	1,250	1,031	1,144	1,144
041205	WATER /SEWER FEES	660	382	400	439
074002	IT EQUIPMENT	3,010	3,000	5,376	6,336
	TOTAL	23,000	21,767	25,000	26,000
TOTAL PRESCOTT PARK		**568,886**	**531,753**	**594,530**	**609,771**

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Community Campus

(Special Revenue Fund)



Mission

To support current nonprofit tenants and provide recreation and wellness opportunities for the entire community and Seacoast Region.

Community Campus

Services Overview

- ✓ Recreation and after-school services
- ✓ Support local non-profit tenants and their participants
- ✓ Educational Services

Position Summary Schedule

Positions Full Time	FY24	FY25	FY26
Facilities Foreman	1.00	1.00	1.00
Totals Full Time	**1.00**	**1.00**	**1.00**
Positions Part-Time	**FY24**	**FY25**	**FY26**
Additional Part Time Hours as needed			
Totals Part Time	**-**	**-**	**-**

Did you know?

Did you know that the Recreation Department is opening a new, full-time afterschool program starting in Fall 2025 at newly renovated space at the Community Campus?

Department Budget Comments



The Community Campus proposed budget for FY26 is $964,133, representing a net increase of $27,046 or 2.89% over FY25. The net budget increase is primarily due to contractual obligations. This Special Revenue Fund has been created to operate the Community Campus building and grounds. This budget supports building maintenance needs, existing activities, and food service.

The Community Campus Facility includes rental agreements in place with AIDS Response Seacoast, Child Advocacy Center, Krempels Brain Injury Center, Seacoast Community School, and New Hampshire Outright. It is also home to the Robert J. Lister Academy. The campus sits on 32 acres, two-thirds of which are wetlands protected habitat. The property includes walking trails, a playground, greenhouse, pickleball courts, and is adjacent to multiple athletic fields.

Budget Summary of Expenditures

	FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
Community Campus				
OPERATING				
SALARIES	80,423	73,210	89,723	93,624
PART-TIME SALARIES	58,500	53,170	58,500	58,500
OVERTIME	15,000	15,115	15,000	15,000
RETIREMENT	12,911	11,952	14,169	13,850
HEALTH INSURANCE	10,000	11,639	10,820	11,800
DENTAL INSURANCE	580	576	604	640
WORKERS COMPENSATION	-	-	1,636	2,425
LIFE AND DISABLITY	350	372	374	389
PROPERTY & LIABLITY	-	12,188	7,611	7,605
OTHER BENEFITS	11,775	10,702	12,486	12,785
COLLECTIVE BARGAINING CONTINGENCY	-	-	-	4,600
UTILITIES	301,200	289,043	357,500	330,200
CONTRACTED SERVICES	247,952	168,295	178,831	225,400
OTHER OPERATING	186,620	227,730	189,833	187,315
TOTAL	925,311	873,991	937,087	964,133

Budget Summary of Revenues

	FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
Transfer - General Fund	476,443	476,443	465,355	470,911
Transfer - School Department Utilities	35,000	35,000	35,000	35,000
Rental Income/Other Revenue	413,868	446,024	436,732	458,222
TOTAL	925,311	957,467	937,087	964,133

Programs and Services

Recreation and Afterschool Services

- Dedicated program space for current Recreation Department programs, events, and activities
- Organized youth and adult sports leagues
- Afterschool, vacation week, and summer programs and camps for grades K-8
- Preschool music and arts



Support Local Non-Profit Tenants

- Shared programming
- Food services

Educational Services

- Robert J. Lister Academy (alternative High School)

Goals and Objectives

Goal #1: Provide affordable, diversified, year-round activities for residents and others

Objectives

- ✓ Provide year-round recreational programs serving the varying needs of Portsmouth's residents, regardless of age, sex, race, or income level
- ✓ Provide activities for different periods of free time due for those not working in the traditional 9-5 setting
- ✓ Provide activities of a progressive nature so participants, from beginner to advanced, can be accommodated and satisfied
- ✓ Create a balanced program that addresses the needs of all users, athletic activities, and non-athletic activities

Performance Measurement

Number of Programs Provided

	FY23	FY24	FY25 (Est)	FY26 (Forecast)
Campus Programs	54	71	77	80

Citywide Goals Addressed

- ✓ *Invite and engage the entire community, especially those traditionally unreached, to increase participation and transparency in government*
- ✓ *Deliver Services and Programs with Courtesy, Professionalism, and Efficiency*
- ✓ *Welcome and Support Diversity in the Workplace and Community*

Goal #2: Work with non-profit tenants to refine partnerships and offer new opportunities for those in need of services

Objectives

- ✓ Work with different organizations to learn what strengths each can bring to the Campus in relation to the City and Recreation Department
- ✓ Hold quarterly tenant meetings to better understand ways the City can support them and their clients while at the Campus

Performance Measurement

Tenant Meetings Held

	FY23	FY24	FY25 (Est)	FY26 (Forecast)
Tenant Meetings Held	3	4	6	8

Citywide Goals Addressed

- ✓ Support the needs of residents, businesses, nonprofits, arts, and cultural institutions by leveraging City and local resources
- ✓ Maintain and Improve Infrastructure to Meet Needs of the Community

Goal #3: Provide space to local agencies, non-profits, and residents

Objectives

- ✓ *Host a variety of meetings and events in support of non-profits*
- ✓ *Communicate availability for use to residents, policy makers, and City staff*

Performance Measurement

Number of public meetings held

	FY23	FY24	FY25 (Est)	FY26 (Forecast)
Meetings & Events	18	22	25	31

Citywide Goals Addressed

- ✓ Support the needs of residents, businesses, nonprofits, arts, and cultural institutions by leveraging City and local resources.
- ✓ *Deliver Services and Programs with Courtesy, Professionalism, and Efficiency*

Additional Operational Measurements

The Community Campus is a new asset and there is not enough data to demonstrate trends. In the future, we will compare community usage of the Community Campus from year to year.

FY26 BUDGETED POSITION AND SALARY DETAIL

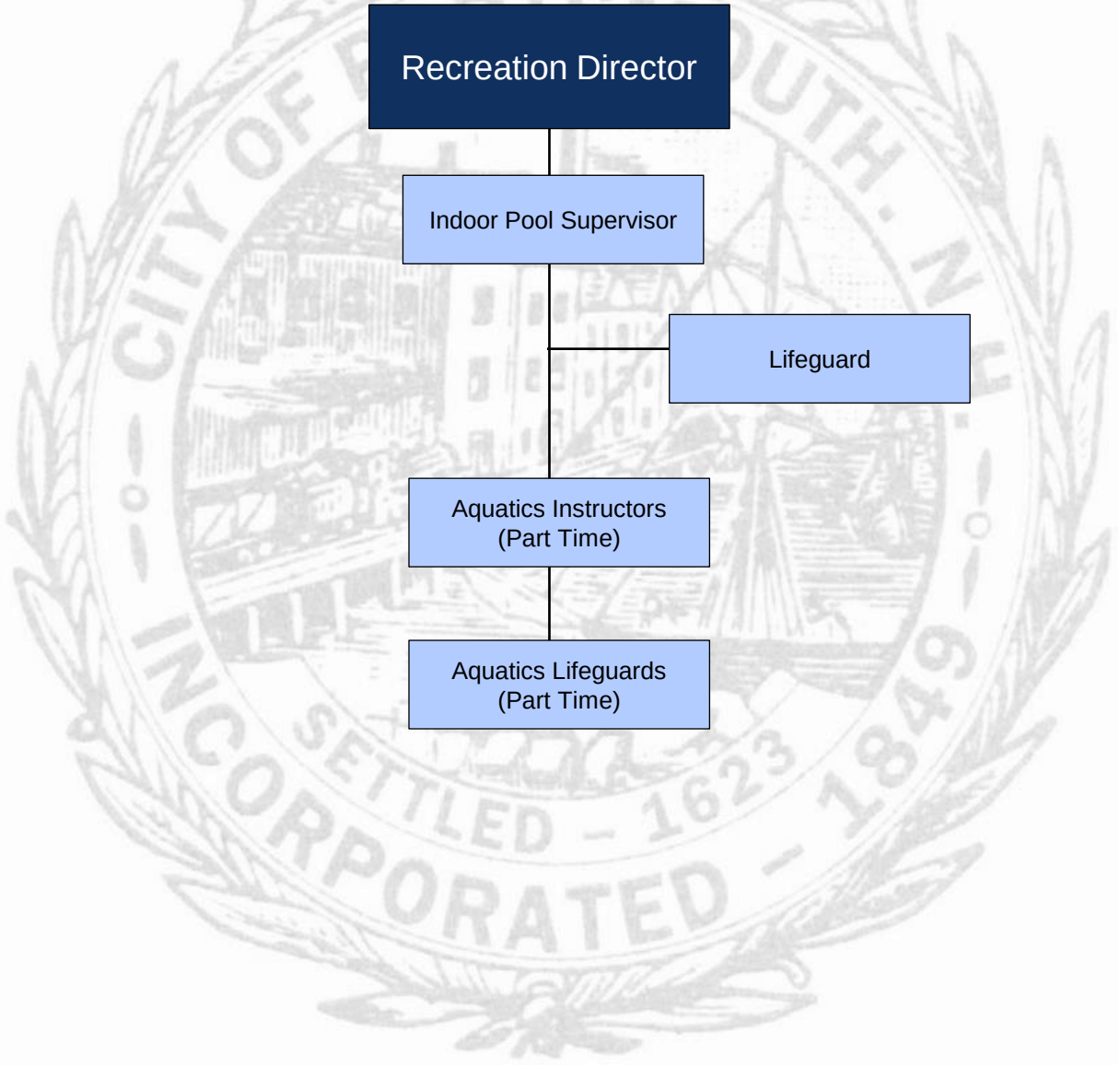
COMMUNITY CAMPUS

		POSITION	SALARY
SMA GRADE 14	7.5D/4.5E	FACILITIES FOREMAN	81,924
		ON CALL	11,700
		TOTAL FULL TIME	**93,624**
		ADDITIONAL PART-TIME HOURS AS NEEDED	58,500
		TOTAL PART TIME	**58,500**
		TOTAL DEPARTMENT	**152,124**

		FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
Community Campus					
12-751-610-51-134-419 - Administration					
011064	COLL BARG CONTINGENCY	-	-	-	4,600
021001	INSURANCE-HEALTH	10,000	11,639	10,820	11,800
021101	INSURANCE-DENTAL	580	576	604	640
021501	INSURANCE-LIFE	125	121	132	135
021601	INSURANCE-DISABILITY	225	251	242	254
026002	INSURANCE-WORKERS COMP	-	-	1,636	2,425
034103	TELEPHONE	6,000	3,246	1,700	2,000
039001	PROFESSIONAL SERVICES	19,852	1,445	-	-
044006	PRINTING LEASE/MAINT	500	-	-	-
062001	OFFICE SUPPLIES	1,000	-	250	50
	TOTAL	**38,282**	**29,465**	**22,995**	**29,509**
12-751-630-51-134-407 - Facilities					
011001	REGULAR SALARIES	80,423	73,210	89,723	93,624
014041	OVERTIME	15,000	15,115	15,000	15,000
022001	SOCIAL SECURITY	5,916	5,377	6,493	6,735
022501	MEDICARE	1,384	1,257	1,518	1,575
023001	RETIREMENT	12,911	11,952	14,169	13,850
031001	PROF SERVICES-ENERGY CONT	30,000	28,236	10,583	15,000
034104	CELLULAR PHONES	540	493	540	540
035002	PROF SERV- SUBSTANCE TEST	100	-	-	-
039001	PROFESSIONAL SERVICES	148,000	119,620	118,248	180,400
039200	SNOW REMOVAL	50,000	18,995	50,000	30,000
041002	ELECTRICITY	150,000	150,854	189,000	188,600
041101	NATURAL GAS	120,000	105,008	143,500	114,600
041205	WATER /SEWER FEES	18,000	23,329	25,000	27,000
041302	MSW DISPOSAL	13,200	9,852	-	-
043001	REPAIRS-STRUCTURAL	11,680	5,393	6,180	6,000
043002	REPAIRS-ELECTRICAL	4,650	12,473	14,200	12,000
043004	REPAIRS-PLUMBING	8,300	7,933	2,025	4,000
043007	REPAIRS-ELEVATOR	4,000	5,707	4,740	5,000
043011	REPAIRS-SPRINKLER SYS	-	-	10,170	7,000
043018	REPAIRS-EQUIPMENT	3,500	11,859	3,700	1,500
043024	REPAIRS-VEHICLE	-	-	-	500
043032	GENERATOR MAINTENANCE	1,000	-	-	-
048001	PROPERTY INS-DEDUCTIBLES	-	-	2,000	2,000
061001	FIRST AID	500	913	-	-
061002	MISCELLANEOUS SUPPLIES	1,000	2,690	2,000	2,000
064001	JANITORIAL SUPPLIES	7,500	14,591	6,480	9,000
068003	PROTECTIVE CLOTHING	350	510	1,023	900
068005	MATERIALS-SAND AND SALT	500	-	700	700
068030	TOOLS	-	-	725	725
	TOTAL	**688,454**	**625,367**	**717,717**	**738,249**
12-785-760-51-134-439 - Programs					
012001	PART TIME SALARIES	58,500	53,170	58,500	58,500
022001	SOCIAL SECURITY	3,627	3,296	3,627	3,627
022501	MEDICARE	848	771	848	848
039036	FOOD SERVICE	115,000	83,285	115,000	115,000
043018	REPAIRS-EQUIPMENT	9,000	57,139	9,000	9,000
044002	RENTAL OTHER EQUIPMENT	2,500	3,401	2,500	2,500
044006	PRINTING LEASE/MAINT	2,000	2,158	2,000	2,000
055050	PRINTING	1,700	-	200	200
061001	FIRST AID	400	126	200	200
061002	MISCELLANEOUS SUPPLIES	5,000	10,829	4,500	4,500
075001	FURNITURE AND FIXTURES	-	4,984	-	-
	TOTAL	**198,575**	**219,159**	**196,375**	**196,375**
Community Campus		**925,311**	**873,991**	**937,087**	**964,133**

Indoor Pool

(Special Revenue Fund)



Mission

To provide aquatic programming for all ages and abilities with a focus on water safety.

Indoor Pool

Services Overview

- ✓ Swim Lessons
- ✓ Lap & Open Swim
- ✓ Aquatic Fitness & Training Classes
- ✓ Swim Team Rentals

Did you know?

Did you know that the Indoor pool is our most inter-generational facility, with program participants ranging from 6 months to age 96?

Position Summary Schedule

Positions Full Time	FY24	FY25	FY26
Pool Supervisor	1.00	1.00	1.00
Lifeguard	1.00	1.00	1.00
Totals Full Time	**2.00**	**2.00**	**2.00**
Positions Part-Time	**FY24**	**FY25**	**FY26**
Number of Part Time Lifeguards and Instructors vary throughout the year.			
Totals Part Time	**-**	**-**	**-**



Department Budget Comments

The Indoor Pool's FY26 Proposed Budget is $598,837, which represents a decrease of $13,674 or -2.23%. This decrease reflects minor adjustments to part-time lifeguard costs. This Special Revenue Fund was created to operate the Indoor Pool after years of successful partnership with non-profit S.I.P.P. to help manage the facility.

Budget Summary of Expenditures

	FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
INDOOR POOL				
SALARIES	128,326	96,795	140,813	143,860
PART-TIME SALARIES	230,000	168,132	205,000	190,000
RETIREMENT	18,729	13,214	19,236	18,515
HEALTH INSURANCE	36,635	12,473	40,007	33,400
DENTAL INSURANCE	3,100	1,155	3,165	2,450
WORKERS COMPENSATION	-	4,352	7,953	9,162
LIFE AND DISABILITY	565	405	565	640
PROPERTY & LIABILITY	4,613	4,613	4,855	5,067
OTHER BENEFITS	28,184	20,182	26,559	25,645
UTILITIES	121,500	90,291	94,000	98,000
OTHER OPERATING	51,000	39,680	59,000	51,400
COLLECTIVE BARGAINING	-	-	-	9,340
OPERATING	623,652	452,056	602,511	588,837
NON OPERATING				
CAPITAL	10,000	-	10,000	10,000
NON OPERATING	10,000	-	10,000	10,000
TOTAL	633,652	452,056	612,511	598,837

FY26 Budget Summary of Revenues

	FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
Transfer - General Fund	150,000	150,000	200,000	200,000
Use of Indoor Pool Fund Balance	-	-	45,511	31,837
Indoor Pool Memberships	291,992	102,850	110,000	110,000
Swim Lessons	71,085	205,522	200,000	200,000
Pool Rentals	71,230	43,600	43,000	43,000
Daily Pass	10,400	8,530	12,000	12,000
Merchandise/Other Revenue	1,544	2,393	2,000	2,000
TOTAL	596,251	512,895	612,511	598,837

Programs and Services

Swim Lessons

- Organized swim lessons for ages infant through senior
- Group, semi-private, and private lessons
- Over 2000+ participants per year
- Adult swim lesson program



Lap Swim

- Open swim times for all ages
- Over 400 annual members

Aquatic Fitness & Training Classes

- Multiple aquatic fitness classes and events
- Lifeguarding, babysitting, and CPR classes

Swim Team Rentals

- Rent facility to multiple Seacoast youth swim teams
- Practice and meet facility for PHS team and Great Bay Masters

Goals and Objectives

Goal #1: Provide affordable, diversified, year-round aquatic activities for residents and others

Objectives

- ✓ Provide year-round aquatics programs serving the varying needs of Portsmouth's residents, regardless of age, sex, race, or income level
- ✓ Provide activities for different periods of free time to accommodate all families
- ✓ Provide activities of a progressive nature so participants, from beginner to advanced, can be accommodated and satisfied
- ✓ Create a balanced program between young and old, male and female, constant users and new participants

Performance Measurement

Number of Swim Lesson Participants

FY22	*FY23*	*FY24*	*FY25 (Estimate)*	*FY26 (Forecast)*
2,268	*2,316*	*2,184*	*2,100*	*2,320*

Citywide Goals Addressed

- *Invite and engage the entire community, especially those traditionally unreached, to increase participation and transparency in government.*
- *Deliver services and programs with courtesy, professionalism, and efficiency*



Goal #2: Satisfy the different tastes and interests of individuals and age groups, by engaging the community to give feedback and requests on programming

Objectives

- ✓ Provide a safe and comfortable atmosphere for all patrons at the pool
- ✓ Carry on an active public relations campaign and encourage individuals and groups to actively participate in the planning and control of the Pool programs

Citywide Goal Addressed

- *Invite and engage the entire community, especially those traditionally unreached, to increase participation and transparency in government*



Goal #3: Maintain professional integrity and quality leadership by seeking out competent employees and by involving the staff in training sessions, workshops, and other job-related training experiences

Objectives

- ✓ Improve staff literacy and competence in all areas
- ✓ Improve inter-facility communications
- ✓ Incorporate new software programming to facilitate credit card payments and online registration

Performance Measurement

Number of Staff Trainings

FY22	*FY23*	*FY24*	*FY25 (Estimate)*	*FY26 (Forecast)*
6	*11*	*14*	*16*	*16*

Citywide Goal Addressed

- *Deliver services and programs with courtesy, professionalism, and efficiency*

Additional Operational Measures	
Percent increase/(decrease) in memberships and program participation at Indoor Pool:	Percent increase/(decrease) in Swim Lessons:
FY23 – 50% FY24 – 2% FY25 (Estimate) – 5% FY26 (Forecast) – 2%	FY23 – 20% FY24 – 5% FY25 (Estimate) – 5% FY26 (Forecast) – 5%

FY26 BUDGETED POSITION AND SALARY DETAIL

	STEP	POSITION	SALARY
INDOOR POOL			
SMA GRADE 13	G	POOL SUPERVISOR	82,684
1386A GRADE 6	9.5C/2.5D	LIFEGUARD	49,476
		ON CALL	11,700
		TOTAL FULL TIME	**143,860**
		PART TIME LIFEGUARDS	130,000
		PART TIME INSTRUCTORS	60,000
		TOTAL PART TIME	**190,000**
		TOTAL DEPARTMENT	**333,860**

Indoor Pool

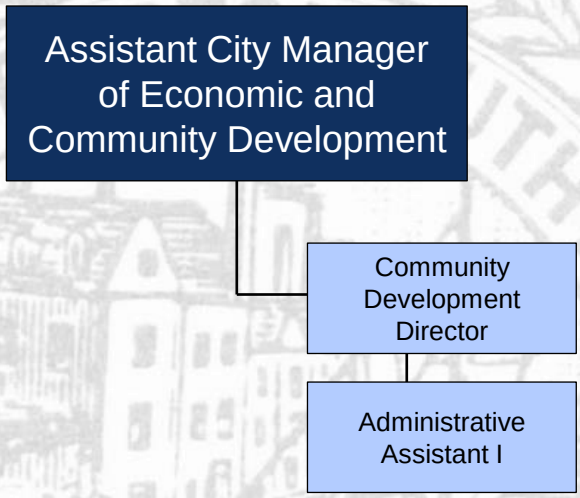
09-785-730-23-192-439

		FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
011001	REGULAR SALARIES	128,326	96,795	140,813	143,860
011064	COLL BARG CONTINGENCY	-	-	-	9,340
012001	PART TIME SALARIES	160,000	125,980	145,000	130,000
012002	PT INSTRUCTOR	70,000	42,152	60,000	60,000
014041	OVERTIME	1,000	763	1,000	1,000
015001	LONGEVITY	-	-	358	358
021001	INSURANCE-HEALTH	36,635	12,473	40,007	33,400
021101	INSURANCE-DENTAL	3,100	1,155	3,165	2,450
021501	INSURANCE-LIFE	200	132	200	225
021601	INSURANCE-DISABILITY	365	273	365	415
022001	SOCIAL SECURITY	22,842	16,356	21,525	20,784
022501	MEDICARE	5,342	3,825	5,034	4,861
023001	RETIREMENT	18,729	13,214	19,236	18,515
026002	INSURANCE-WORKERS COMP	-	4,352	7,953	9,162
034003	CREDIT CARD CHARGE	10,000	12,738	13,000	13,000
034103	TELEPHONE	5,500	2,116	4,000	4,000
041002	ELECTRICITY	34,500	30,424	28,000	30,000
041101	NATURAL GAS	32,000	31,864	26,000	28,000
041205	WATER /SEWER FEES	55,000	28,003	40,000	40,000
043001	REPAIRS-STRUCTURAL	-	(370)	-	-
043002	REPAIRS-ELECTRICAL	-	(195)	-	-
043014	REPAIRS-OTHER	-	-	9,100	-
043018	REPAIRS-EQUIPMENT	9,100	-	6,000	6,000
044006	PRINTING LEASE/MAINT	500	-	500	500
048002	PROPERTY INSURANCE	4,613	4,613	4,855	5,067
061001	FIRST AID	400	444	100	100
061002	MISCELLANEOUS SUPPLIES	8,000	5,670	7,000	7,000
061004	MERCHANDISE	-	1,915	-	-
062001	OFFICE SUPPLIES	2,000	286	1,500	1,500
063800	MATERIALS-CHEMICALS	15,000	17,077	17,000	17,000
067001	BOOKS & PERIODICALS	-	-	-	1,500
068002	CLOTHING	500	-	800	800
074001	EQUIPMENT	10,000	-	10,000	10,000
	TOTAL	**633,652**	**452,056**	**612,511**	**598,837**

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Community Development Block Grant (CDBG)

(Special Revenue Fund)



Mission

To develop a viable urban community by providing decent housing, a suitable living environment, and expanded economic opportunity - principally for persons of low and moderate incomes living in Portsmouth.

Community Development (100% Grant Funded)

Services Overview

- ✓ Administration of Portsmouth's U.S. Housing and Urban Development-funded Community Development Block Grant (CDBG) Annual Entitlement Program
- ✓ Public and Non-Profit Facilities Improvement Projects
- ✓ ADA Accessibility Improvement Projects
- ✓ Public Service Agency Grant Program
- ✓ Administration of CDBG Disaster Relief Funds, if any
- ✓ Administration of the Home Town Program for First-Time Homebuyers

Position Summary Schedule

Positions Full Time	FY24	FY25	FY26
Community Development Director	1.00	1.00	1.00
Administrative Assistant I	1.00	1.00	1.00
Totals Full Time	**2.00**	**2.00**	**2.00**



Did you know?

- The Community Development Division has financially supported several notable brick and mortar projects across Portsmouth over the last 50 years? Some high profile projects include: Gosling Road Bicycle & Pedestrian Improvements; Atlantic Heights Neighborhood Revitalization; Redevelopment of Cross Roads House; Woodbury Avenue Cooperative Site and Housing Improvements; Operation Blessing Emergency Warming Center Facility Improvements; and many more. In addition to brick and mortar improvements, CD supports local agencies that provide critical healthcare, childcare, and homeless prevention services for vulnerable residents.
- The Community Development Division administers the Community Development Block Grant (CDBG)? This federal program, established in 1974, has improved the quality of life for Portsmouth's most vulnerable residents for nearly five decades, supporting everything from critical infrastructure to essential social services like medical and dental care, emergency housing and warming centers, elderly services, at-risk youth services, homelessness prevention, and mental health support services provided by local nonprofits.
- Since the 1970s, Portsmouth's CDBG program has literally transformed neighborhoods throughout the City? While many residents enjoy the improved streets, accessibility, and public spaces, few realize these projects specifically target areas where over 51% of residents in the Census Block Group earn low or moderate incomes.

Department Budget Comments

The FY26 Proposed Budget for administrative support for the Division is $193,803.* This represents an increase of $2,840 or 1.5% from the FY25 budget. The budget includes salaries and benefits and other general administration costs of the Community Development Block Grant (CDBG) Program. This increase is due to staffing changes and salaries within the department. Generally, CDBG program administration costs have increased over the years with larger and more complex CDBG-eligible infrastructure and construction pursuit.

Budget Summary of Expenditures

	FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
CDBG				
SALARIES	94,928	141,595	155,101	153,016
PART-TIME SALARIES	29,912	624	-	-
LONGEVITY	349	349	340	681
RETIREMENT	12,893	19,220	21,031	20,703
COLLECTIVE BARGAINING CONTINGENCY	-	-	-	5,255
OTHER FRINGE BENEFITS	9,576	10,486	11,891	11,748
OTHER OPERATING	2,950	1,047	2,600	2,400
TOTAL	150,608	173,321	190,963	193,803

**At the time of this budget preparation, the FY26 CDBG federal allocation has not been received. Budget will be adjusted as necessary upon final allocations.*

Programs and Services



U.S. Housing and Urban Development-funded Community Development Block Grant (CDBG) – The primary purpose of the CDBG program is to develop viable communities by providing decent housing, suitable living environments, and expanding economic opportunities, principally for residents who earn low or moderate incomes. The City of Portsmouth receives and administers approximately $525,000 annually in CDBG entitlement funds. Additional CDBG funds may be made available to the City for disaster relief and urgent needs.

Housing, Public Facility and Accessibility Projects – A variety of housing rehabilitation and public facility projects may be funded through the Community Development Block Grant (CDBG) Program in neighborhoods or at facilities where a majority of residents earn low or moderate incomes as determined by the U.S. Census. Public facility projects include reconstruction of sidewalks and curbs, planting of street trees, installation of public lighting, and playground and park improvements. In addition, CDBG funding may be used to remove barriers to accessibility in public areas for persons who are physically disabled. Housing projects are limited to rehabilitation or sitework as CDBG funds may not be utilized for new housing construction.



Public Service Agency Grant Program – Capped Community Development Block Grant funds are provided on a competitive basis to local public service agencies that provide housing, health, and other services to residents of Portsmouth who earn low or moderate incomes. Program funds are used to support operating costs such as salaries and utilities, program costs, or to subsidize client service fees.

Home Town, First Time Homebuyers Program – This program is funded through the Portsmouth Housing Endowment Fund. It is a collaborative effort between the City of Portsmouth and Citizens Bank, N.A. (Portsmouth, NH) to provide homeownership opportunities to eligible Portsmouth households. Through this program, eligible Portsmouth households may receive downpayment assistance, closing cost assistance, and/or low interest secondary loan financing.

Goals and Objectives

Goal #1: Preserve, expand and improve public services for residents who earn low or moderate incomes, and who require health, housing, childcare and related services

Objectives

- ✓ Administer the Community Development Block Grant (CDBG) funded Public Service Agency Grant Program for social service agencies in accordance with U.S. Housing and Urban Development guidelines and reporting requirements.
- ✓ Through grants, fund services such as homeless shelter, emergency warming shelter, childcare, short-term rental assistance, elderly nutrition, health and dental care, supportive services for persons living with HIV/AIDS, and programming for at-risk youth – primarily benefitting low to moderate income persons

Performance Measurement

Number of persons benefitting from Public Service Agency Grant Program			
FY23	FY24	FY25 (Estimate)	FY26 (Forecast)
497	488	509	520

Citywide Goal Addressed

- ✓ *Meet or Exceed State and Federal Legal/Regulatory Requirements Including Those for a Safe and Healthy Community and Environment*

Goal #2: Support improvements to government and non-profit public facilities that primarily serve individuals and families earning low to moderate incomes

Objectives

- ✓ Provide funding for public facility improvements to nonprofit agencies and/or toward eligible city-owned facilities through the CDBG public facilities grant program
- ✓ Fund CDBG-eligible public facility improvement projects in income-eligible areas of the City and/or to primarily benefit low to moderate income persons

Performance Measurement

Number of persons benefitting from Public Facility Improvements			
FY23	FY24	FY25 (Estimate)	FY26 (Forecast)
602	441	500	520

Citywide Goal Addressed

- ✓ *Meet or Exceed State and Federal Legal/Regulatory Requirements Including Those for a Safe and Healthy Community and Environment*

Goal #3: Support housing opportunities for families earning a range of low to moderate/middle income levels

Objectives

- ✓ Facilitate housing rehabilitation projects that benefit low to moderate income households
- ✓ Work cooperatively with the Portsmouth Housing Authority and other appropriate agencies to retain, rehabilitate, and, where appropriate, expand the stock of affordable housing
- ✓ Administer Home Town, the City of Portsmouth First Time Homebuyer Program in coordination with program partners including the Portsmouth Housing Endowment Fund
- ✓ Pursue housing initiatives consistent with the final report of the City's Housing Working Group

Performance Measurement

Number of households assisted through Home Town, the City's First-Time Homebuyer Program			
FY23	FY24	FY25 (Estimate)	FY26 (Forecast)
1	0	5	6
Number of households assisted through Housing Rehabilitation			
FY23	FY24	FY25 (Estimate)	FY26 (Forecast)
15	0	124	125

Citywide Goal Addressed

- ✓ *Enhance the supply of housing choices, especially the supply of below- market rate housing options.*

Goal #4: Ensure that individuals with disabilities have equal access to public facilities and services

Objectives

- ✓ Continue to carry out projects that remove architectural barriers and improve access to public facilities for people with disabilities

Performance Measurement

Number of persons benefiting from improved ADA accessibility			
FY23	FY24	FY25 (Estimate)	FY26 (Forecast)
0	1,254	1,224	1,240

Citywide Goal Addressed

- ✓ *Meet or Exceed State and Federal Legal/Regulatory Requirements Including Those for a Safe and Healthy Community and Environment*

Goal #5: Support activities that prepare, prevents and respond to disasters and urgent needs

Objectives

- ✓ Administer CDBG funds made available through the CARES Act and/or other disaster relief grants by funding activities including economic development, social services and public facility improvements that prepare, prevent and respond to COVID-19 or other eligible disasters and urgent needs as defined by HUD

Performance Measurement

Administrative Performance Measurements: CDBG Program expenditures meet U.S. Housing and Urban Development spending caps for public services and general administration, and the program expends federal funds in a timely manner in accordance with HUD regulations

FY24 – Yes
FY25 (Estimate) – Yes
FY26 (Forecast) – Yes

Citywide Goal Addressed

- ✓ *Meet or Exceed State and Federal Legal/Regulatory Requirements Including Those for a Safe and Healthy Community and Environment*

FY26 BUDGETED POSITION AND SALARY DETAIL

	STEP		POSITION	SALARY
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)				
PMA GRADE 17	4F/8G	⑱	COMMUNITY DEVELOPMENT DIRECTOR	94,384
PMA GRADE 9	C	⑱	ADMINISTRATIVE ASSISTANT I	56,930
			EDUCATION STIPEND	1,702
			TOTAL DEPARTMENT	153,016

⑱ 95% COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG), 5% HOUSING TRUST

		FY24 BUDGET	FY24 ACTUAL	FY25 BUDGET	FY26 CITY MANAGER RECOMMENDED
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)					
ADMINISTRATION					
20-789-411-51-100-002					
011001	REGULAR SALARIES	94,928	141,595	155,101	153,016
011064	COLL BARG CONTINGENCY	-	-	-	5,255
012001	PART TIME SALARIES	29,912	624	-	-
015001	LONGEVITY	349	349	340	681
022001	SOCIAL SECURITY	7,761	8,498	9,637	9,529
022501	MEDICARE	1,815	1,987	2,254	2,219
023001	RETIREMENT	12,893	19,220	21,031	20,703
053001	ADVERTISING	950	279	950	750
056001	DUES PROFESSIONAL ORGANIZ	750	550	550	550
057101	TRAVEL AND CONFERENCE	900	175	750	750
062001	OFFICE SUPPLIES	200	-	200	200
062501	POSTAGE	150	43	150	150
TOTAL ADMINISTRATION		**150,608**	**173,321**	**190,963**	**193,803**

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CITY OF PORTSMOUTH
ROLLING STOCK PROGRAM

FISCAL YEARS 2026-2035

PUBLIC WORKS

POLICE

FIRE

SCHOOL

PARKING, STORMWATER, WATER, *and* SEWER

Appendix I

The Rolling Stock Program is intended to provide an overall schedule for the expenditure of City Funds on replacement of vehicles and equipment necessary to carry out daily city activities. All City departments with rolling stock requirements participate in the program to include Public Works, Police, Fire and School. Such a program serves to inform the City Council and the Community that certain expenditures for upgrading the existing equipment are to be expected in the years ahead. Even with this program's schedule, adjustments may be necessary in order to accommodate unforeseen circumstances.

City of Portsmouth **Public Works/Highway**

Inventory

Vehicles **(Scheduled for replacement in FY26)**

Department	City ID #	Description	Make	Year of Mfg.	Mfg. Identification Number	Fiscal Year Purchased	Purchase Cost	Useful Life
Legal	CH001	Focus 4 door Sedan (Legal) (white)	Ford	2012	1FAHP3E21CL156406	2012	$ 13,335.00	10
IT	CH002	Tahoe (white)	Chevrolet	2007	1GNFK13057R313242	2017	$ 1.00	8
Highway	H004	Fusion (black)	Ford	2009	3FAHP07Z49R114671	2020	$ 1.00	5
Highway	H005	Tahoe (white)	Chevrolet	2014	1GNSKAE07ER199835	2023	$ 1.00	5
Highway	H006	Focus 4 door Sedan (Insp) (white)	Ford	2015	1FADP3F26FL295688	2015	$ 15,468.00	10
Highway	H008	F150 Pick-up (yellow)	Ford	2014	1FTFX1EF1EKE66511	2014	$ 22,608.00	8
Highway	H009	F250 4X4 Pick-up (yellow) w/plow	Ford	2011	1FTBF2B67BEC71051	2011	$ 24,432.00	10
Highway	H010	Explorer (black)	Ford	2018	1FM5K8AR0JGA45987	2023	$ 1.00	3
Highway	H011	F-550 4x4 (yellow) w/plow (6/7 Diesel)	Ford	2015	1FDUF5HT4FEA65484	2014	$ 40,743.00	10
Highway	H015	5'x8' Utility Trailer	Black Rhino	2023	7N0BU081XPA002440	2023	$ 3,100.00	15
Highway	H017	Ranger Supercrew Pick-up (white)	Ford	2022	1FTER4FH5NLD09047	2022	$ 32,988.95	10
Highway	H018	F550 Dump (white) w/plow	Ford	2020	1FDUF5HN1LDA00823	2020	$ 73,181.85	10
Highway	H019	F150 Pick-up (white)	Ford	2021	1FTEX1EBXMKE94685	2022	$ 30,283.00	10
Highway	H020	Silverado 4x4 Utility Body (yellow) w/plow	Chevrolet	2009	1GBJK74K69F181199	2010	$ 44,015.00	10
Highway	H021	Transit (white)	Ford	2021	1FTBR2C84MKA95152	2022	$ 40,407.00	10
Highway	H022	F-150 Dump Body	Ford	2021	1FDUF5HN1MDA08468	2023	$ 102,062.75	10
Highway	H023	F250 4x4 Utility Body (white) w/plow	Ford	2023	1FTBF2BA7PED25959	2024	$ 84,772.34	10
Highway	H033	GR64F Rolloff (white)	Mack	2021	1M2GR3GC1MM019687	2020	$ 298,435.00	12
Highway	H034	Granite 42B Dump (white)	Mack	2020	1M2GR1AC1LM001413	2020	$ 232,984.00	12
Highway	H036	F600 Dump Body	Ford	2022	1FDFF6LN2NDA16120	2023	$ 104,671.00	12
Highway	H037	108SD Dump (yellow) w/plow, wing, & spreader	Freightliner	2015	1FVAG5CY6FHGR4449	2015	$ 90,994.00	12
Highway	H038	F550 Flatbed Dump (yellow) w/plow (6/7 Diesel)	Ford	2012	1FDUF5HT4CEC99314	2013	$ 38,867.00	12
Highway	H039	7400 Dump w/plow and salter (Year 1 of 3)	International	2010	1HTWDAAR6AJ266106	2010	$ 123,927.00	12

City of Portsmouth **Public Works/Highway**

Inventory

Vehicles **(Scheduled for replacement in FY26)**

Department	City ID #	Description	Make	Year of Mfg.	Mfg. Identification Number	Fiscal Year Purchased	Purchase Cost	Useful Life
Highway	H040	M2112 10 Wheel Dump (yellow) w/plow (Year 1 of 3)	Freightliner	2008	1FVHC7CV98HZ85796	2008	$ 140,817.00	12
Highway	H043	F450 Dur-A-Lift Aerial (white)	Ford	2008	1FDXF46YX8EE59063	2010	$ 71,500.00	15
Highway	H044	Granite GR64B Packer (white)	Mack	2020	1M2GR3GC5LM018184	2020	$ 267,150.00	8
Highway	H045	Granite GR64B Packer (white)	Mack	2022	1M2GR3GC4NM025730	2021	$ 266,123.00	8
Highway	H050	F600 Dump	Ford	2022	1FDFF6LN4NDA16121	2023	$ 109,161.70	8
Highway	H051	Bucket Truck (white)	Freightliner	2020	1FVACXFE3LHLE3818	2020	$ 180,891.00	12
Highway	H052	Silverado (white)	Chevrolet	2014	1GC1KVCG5EF167561	2024	$ 1.00	5
Highway	H055	130G Grader	Caterpillar	1985	7GB00959	1996	$ 20,000.00	15
Highway	H056	Roller-C747B	Hypac	2001	101170515602	2001	$ 1.00	20
Highway	H068	F550 4x4 1-ton Dump (yellow) w/plow	Ford	2011	1FDUF5HTXBEA87743	2011	$ 50,500.00	8
Highway	H072	Sidewalk Tractor	Trackless	2015	MT6-1881	2015	$ 134,696.00	10
Highway	H074	Sidewalk Tractor	Trackless	2019	MT5718287	2020	$ 123,950.00	10
Highway	H076	Compressor	Atlas	2014	4500A1014ER047276	2015	$ 15,583.00	20
Highway	H077	2650 Stump Grinder	Bandit	2014	261017	2017	$ 45,500.00	13
Highway	H082	Sidewalk Tractor	Trackless	2013	MT6-1700	2013	$ 151,291.00	10
Highway	H084	Sidewalk Tractor	Trackless	2013	MT6-1721	2013	$ 151,291.00	10
Highway	H085	7400 Packer (Ordered)	International	2012	1HTWGAZT1CJ453022	2014	$ 153,819.00	8
Highway	H086	7400 Packer (Ordered)	International	2012	1HTWGAZT3CJ453023	2014	$ 153,819.00	8
Highway	H087	Forklift	Toyota	2018	62519	2019	$ 30,651.00	20
Highway	H089	Zero Turn Mower	Exmark	2021	409215828	2021	$ 12,757.00	3500 Hrs
Highway	H090	Zero Turn Mower	Exmark	2021	409215829	2021	$ 12,757.00	3500 Hrs
Highway	H095	Tractor	Kuboda	2014	52471	2015	$ 17,380.00	10
Highway	H105	F550 (yellow) w/ plow & salter	Ford	2020	1FDUF5HN0LDA13157	2020	$ 79,049.60	10

City of Portsmouth **Public Works/Highway**

Inventory

Vehicles **(Scheduled for replacement in FY26)**

Department	City ID #	Description	Make	Year of Mfg.	Mfg. Identification Number	Fiscal Year Purchased	Purchase Cost	Useful Life
Highway	H107	Utility Trailer	Carry-On	2004	4YMUL18294V008205	2004	$ 1,500.00	20
Highway	H108	Utilty Trailer	Sure Trac	2023	5JV2U1829P2399329	2024	$ 14,500.00	20
Highway	H109	F250	Ford	2023	1FTBF2BA3PED26879	2024	$ 49,117.17	10
Highway	H110	Chipper	Morbark	2016	4S8SZ1615GW025594	2016	$ 57,750.00	12
Highway	H111	Transit Van T-250 (white)	Ford	2020	1FTBR1D88LKB74606	2021	$ 32,492.30	10
Highway	H112	Utility Trailer-Greenspace	Big Tex	2016	16VAX1012G3007043	2017	$ 1,500.00	20
Highway	H114	GR42B Flatbed (white) w/plow, wing, & spreader	Mack	2020	1M2GR1ACXLM001412	2021	$ 181,330.00	15
Highway	H115	F-250 (yellow) w/plow	Ford	2015	1FTBF2B64FEA65482	2015	$ 24,965.00	10
Highway	H116	Utility Trailer-Greenspace	Cargo	2001	4U01C18241A001805	2020	$ 1.00	10
Highway	H117	Trailer	Loadrite	2014	5A4HRAT20E2010005	2015	$ 5,450.00	8
Highway	H119	Landscape Trailer	Mass	1999	1M9FL1413XD441003	1999	$ 1,646.00	20
Highway	H120	Cargo Trailer (white)	Homesteader	2021	5HABE1820MN097445	2021	$ 8,300.00	10
Health	CH120	Focus 4 dr. (Health) (white)	Ford	2016	1FADP3F21GL320529	2017	$ 15,646.00	10
Highway	H121	F-550 (yellow) w/plow (Year 1 of 2)	Ford	2015	1FDUF5HT2FEA65483	2015	$ 40,751.00	8
Highway	H122	Enclosed Trailer	Homesteader	2022	5HABE1213NN111422	2022	$ 5,995.00	10
Highway	H123	Enclosed Trailer	Innovative	2022	7PPZ1EC24N1002720	2022	$ 9,855.00	10
Health	CH124	Focus Hatcback (Health) (black)	Ford	2014	1FADP3D21EL421749	2015	$ 15,412.00	10
Recreation	R125	Transit 350 Cutaway Bus (Rec) (white)	Ford	2020	1FDES6PG3LKB13032	2021	$ 68,511.50	8
Highway	H126	Cracksealer	Stepp	2022	4S9JK1253NS127033	2022	$ 83,400.00	10
Recreation	R129	Transit Van (Rec) (white)	Ford	2019	NM0GS9F20K1388458	2019	$ 25,286.00	8
Recreation	R130	4WD Cab Tractor (orange) Model L6060	Kubota	2021	KBUL5FHCPL8M50580	2021	$ 48,717.66	10
Highway	H131	Landscape Trailer	Load Trail	2023	4ZESA1014R1301832	2024	$ 4,995.00	10
Highway	H132	Landscape Trailer	Load Trail	2023	4ZESA1018R1298899	2024	$ 4,995.00	10

City of Portsmouth **Public Works/Highway**

Inventory

Vehicles **(Scheduled for replacement in FY26)**

Department	City ID #	Description	Make	Year of Mfg.	Mfg. Identification Number	Fiscal Year Purchased	Purchase Cost	Useful Life
Highway	H133	F750 Dump with Grapple (white)	Ford	2020	3ALACXFC6LDME9202	2020	$ 163,280.00	10
Highway	H136	F600 4x4 w/plow and SS Smith Dump Body	Ford	2023	1FDFF6LN4PDA13836	2024	$ 137,903.00	8
Prescott Park	PP139	Utility SUV	Kubota	2024	A5KC2GDBCRG091060	2025	$ 27,246.00	10
Highway	H140	Ballfield Rake	Smithco	2003		2004	$ 7,995.00	20
Highway	H141	Message Board	Solar	2015	4GM1M0913F1454406	2015	$ 15,450.00	10
Highway	H146	Message Board	American Signal	2009	1A9AS432992228572	2011	$ -	10
Highway	H148	F350 pickup w/plow (yellow)	Ford	2019	1FT8X3B63KEC00099	2019	$ 42,699.00	8
Highway	H149	Utility Trailer-Signs/Lines	Carry-On	2005	4YMUL10145V058319	2006	$ 2,000.00	20
Highway	H151	F550 4X4 1 Ton Dump (white) w/plow	Ford	2020	1FDUF5HN9LDA13156	2021	$ 80,549.60	10
Highway	H154	Light Tower	RAJLY	2015	5UAA1LK17FV003653	2015	$ 2,017.00	15
Highway	H155	Light Tower	RAJLY	2015	5UAA1LK15FV003652	2015	$ 2,017.00	15
Assessing	CH156	Bolt (Assessing) (white)	Chevrolet	2019	1G1FY6S09K4103103	2019	$ 30,520.00	10
Assessing	CH157	Focus 4-Door Sedan (Fin) (gray)	Ford	2011	1FAHP3EN4BW136691	2011	$ 13,584.00	10
Assessing	CH158	Focus 4-Door Sedan (Fin) (gray)	Ford	2011	1FAHP3EN6BW136692	2011	$ 13,584.00	10
Highway	H160	Transit Van (white)	Ford	2020	1FTBW9C8XLKB74423	2020	$ 36,175.22	10
IT	CH161	Connect Van	Ford					
Inspections	CH162	Focus (Insp) (white)	Ford	2016	1FADP3F25GL320534	2017	$ 15,646.00	10
Inspections	CH163	Explorer (Insp) (black)	Ford	2016	1FM5K8AR0GGB44611	2021	$ 1.00	5
Inspections	CH164	Focus (Insp) (white)	Ford	2016	1FADP3F28GL320530	2017	$ 15,646.00	10
Inspections	CH165	Focus (Insp) (white)	Ford	2016	1FADP3F21FL320532	2017	$ 15,646.00	10
IT	CH166	Tahoe (white)	Chevrolet	2007	1GNFK13057R313242	2007	$ 1.00	10
Prescott Park	PP201	Ranger	Ford	2011	1FTKR1AD6BPA51776	2011	$ 10,984.00	12
Prescott Park	PP202	Ranger	Ford	2009	1FTYR10E89PA54533	2024	$ -	2

City of Portsmouth **Public Works/Highway**

Inventory

Vehicles **(Scheduled for replacement in FY26)**

Department	City ID #	Description	Make	Year of Mfg.	Mfg. Identification Number	Fiscal Year Purchased	Purchase Cost	Useful Life
IT	NEW 25-2	Escape (ORDERED)						10
Highway	NEW 26-1	Ranger						10

City of Portsmouth **Public Works/Highway**
Replacement Schedule

Vehicles **(Scheduled for replacement in FY 26)**

City ID #	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031	FY2032	FY2033	FY2034	FY2035
CH001								$ 40,000		
CH002		$ 30,000								
H004										
H005			$ 40,000							
CH006		$ 35,000								
H008	$ 48,000								$ 55,000	
H009							$ 40,000			
H010		$ 40,000								
H011										$ 60,000
H015										
H017							$ 45,000			
H018		$ 40,000	$ 40,000							
H019							$ 45,000			
H020	$ 40,000									
H021							$ 50,000			
H022								$ 80,000	$ 80,000	
H023								$ 45,000	$ 45,000	
H033				$ 87,500	$ 87,500	$ 87,500	$ 87,500			
H034				$ 75,000	$ 75,000	$ 75,000	$ 75,000			
H036								$ 75,000	$ 75,000	
H037		$ 150,000	$ 150,000							
H038								$ 100,000		
H039	$ 133,000	$ 120,000	$ 120,000							
H040	$ 83,000	$ 120,000	$ 120,000							
H043										
H044		$ 95,000	$ 95,000	$ 95,000					$ 100,000	$ 100,000

City of Portsmouth **Public Works/Highway**

Replacement Schedule

Vehicles **(Scheduled for replacement in FY 26)**

City ID #	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031	FY2032	FY2033	FY2034	FY2035
H045		$ 95,000	$ 95,000	$ 95,000						$ 105,000
H050					$ 75,000	$ 75,000				
H051					$ 75,000	$ 75,000	$ 75,000			
H055-remove			Rent in Future							
H056			$ 35,000	$ 35,000						
H068						$ 95,000	$ 95,000			
H072						$ 95,000	$ 95,000			
H074				$ 75,000	$ 75,000					
H076										$ 20,000
H077				$ 50,000	$ 50,000					
H082		$ 75,000	$ 75,000					$ 85,000	$ 85,000	
H084		$ 75,000	$ 75,000							
H085				$ 75,000	$ 75,000	$ 75,000	$ 100,000			
H086						$ 75,000	$ 75,000	$ 75,000	$ 75,000	
H087										
H089						$ 15,000				
H090						$ 15,000				
H095			$ 30,000						$ 30,000	
H105				$ 45,000	$ 45,000					
H107										$ 10,000
H109									$ 50,000	
H108										
H110			$ 45,000	$ 45,000						
H111						$ 40,000				
H112										
H114						$ 50,000	$ 50,000	$ 50,000	$ 50,000	$ 50,000

City of Portsmouth **Public Works/Highway**
Replacement Schedule

Vehicles **(Scheduled for replacement in FY 26)**

City ID #	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031	FY2032	FY2033	FY2034	FY2035
H115		$ 45,000					$ 45,000			
H116						$ 10,000				
H117										$ 10,000
H119										
H120						$ 10,000				
CH120			$ 35,000							
H121	$ 100,000	$ 100,000						$ 65,000	$ 65,000	
H122							$ 10,000			
CH124		$ 35,000								
R125			$ 45,000	$ 45,000						
H126									$ 100,000	
R129		$ 32,000								
R130					$ 37,500	$ 37,500				
H131									$ 7,500	
H132									$ 7,500	
H133			$ 76,000	$ 76,000	$ 76,000					
H136					$ 50,000	$ 50,000	$ 50,000			
PP139								$ 50,000		$ 35,000
H140			$ 15,000							
H141										$ 25,000
H146										
H148		$ 45,000								
H149										
H151				$ 50,000	$ 50,000	$ 50,000	$ 50,000			
H154					$ 5,000					
H155					$ 5,000					

City of Portsmouth **Public Works/Highway**
Replacement Schedule

Vehicles **(Scheduled for replacement in FY 26)**

City ID #	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031	FY2032	FY2033	FY2034	FY2035
CH156				$ 35,000						
CH157									$ 25,000	
CH158									$ 25,000	
H160					$ 40,000					
CH161								$ 70,000	$ 70,000	
CH162			$ 35,000							
CH163			$ 35,000							
CH164				$ 35,000						
CH165				$ 35,000						
PP201										
PP202								$ 45,000		
NEW IT 25-2								$ 40,000		
NEW 26	$ 40,000									
TOTALS	**$ 444,000**	**$ 1,132,000**	**$ 1,161,000**	**$ 953,500**	**$ 821,000**	**$ 930,000**	**$ 987,500**	**$ 820,000**	**$ 945,000**	**$ 415,000**

City of Portsmouth **Police Department**

Inventory

Vehicles **(Scheduled for replacement in FY 26)**

Department	City ID #	Description		Make	Year of Mfg.	Mfg. Identification Number	Fiscal Year Purchased	Purchase Cost (Includes Equipment)	Useful Life
Police	13	Explorer	BLK LP-1	Ford	2023	1FM5K8AB5PGA34575	2023	$45,160.35	5
Police	29	Explorer	B&W - 2	Ford	2020	1FM5K8AB0LGC94361	2021	$34,422.00	5
Police	2	Explorer	B&W - 3	Ford	2024	1FM5K8AB1RGA48900	2025	$46,640.00	5
Police	14	Explorer	B&W - 4	Ford	2020	1FM5K8AB2LGC94362	2021	$34,422.00	5
Police	15	Explorer	B&W - 5	Ford	2020	1FM5K8AB5LGB12847	2020	$35,884.00	5
Police	16	Explorer	B&W - 6	Ford	2020	1FM5K8AB9LGC94360	2020	$34,422.00	5
Police	17	Explorer	B&W - 7	Ford	2023	1FM5K8AB5PGA34513	2023	$46,155.00	5
Police	18	Explorer	B&W - 8	Ford	2024	1FM5K8AB3RGA64452	2025	$44,840.00	5
Police	21	Tahoe	B&W - 9	Chevy	2023	1GNSKLED7PR434462	2023	$44,656.00	5
Police	3	Explorer	B&W - 10	Ford	2020	1FM5K8AB3LGB12846	2020	$35,884.00	5
Police	22	Explorer	B&W - 11	Ford	2021	1FM5K8AB5MGA43501	2021	$34,502.00	5
Police	6	Explorer	B&W - 12	Ford	2021	1FM5K8AB3MGA43500	2021	$34,502.00	5
Police	9	Explorer	B&W - 13	Ford	2022	1FM5K8AB7NGC42180	2023	$33,850.00	5
Police	31	Explorer	B&W - 14	Ford	2020	1FM5K8AB7LGB12848	2020	$35,884.00	5
Police	38	Explorer	B&W - 15	Ford	2022	1FM5K8AB8NGC42690	2022	$33,850.00	5
Police	39	Explorer	B&W - 16	Ford	2022	1FM5K8AB9NGC42875	2022	$33,850.00	5
Police	4	Explorer	B&W - 17	Ford	2021	1FM5K8AB0MGA43499	2021	$34,502.00	5
Police	5	Tahoe	B&W - 18	Chevy	2023	1GNSKLED2PR233939	2023	$44,656.00	5
Police	10	Explorer	BLK LP-19	Ford	2024	1FM5K8AB7RGA61067	2025	$46,640.00	5
Police	7	Escape	UM - 1	Ford	2017	1FMCU9G98HUC81944	2017	$25,277.00	5+
Police	12	Escape	UM - 2	Ford	2017	1FMCU9G9XHUC81945	2017	$25,277.00	5+
Police	19	Grand Cherokee	UM - 3	Jeep	2022	1C4RJFAG6NC141079	2023	$38,546.00	5+
Police	25	Escape	UM - 4	Ford	2017	1FMCU9G91HUC81946	2017	$25,277.00	5+
Police	24	Escape	UM - 5	Ford	2018	1FMCU9J90JUB48335	2018	$30,711.00	5+
Police	8	Escape	UM - 6	Ford	2017	1FMCU9G92HUA74045	2020	$16,999.00	5

City of Portsmouth **Police Department**

Inventory

Vehicles **(Scheduled for replacement in FY 26)**

Department	City ID #	Description		Make	Year of Mfg.	Mfg. Identification Number	Fiscal Year Purchased	Purchase Cost (Includes Equipment)	Useful Life
Police	40	Traverse	UM - 7	Chevy	2023	1GNEVFKW7PJ297016	2023	$36,416.00	5+
Police	28	Fusion	UM - 8	Ford	2010	3FAHP0HA8AR411925	2012	$15,927.00	5+
Police	11	Acadia	UMA - 1	GMC	2019	1GKKNULS5KZ110382	2020-used	$26,999.00	5+
Police	1	Escape	UMA - 2	Ford	2018	1FMCU9J99JUB48334	2018	$30,711.00	5+
Police	30	Acadia	UMA - 3	Ford	2021	1GKKNXLS8MZ133076	2023-used	$44,840.00	5+
Police	27	Transit Van	UMV - 2	Ford	2024	1FBAX9CG5RKB04664	2024	$66,300.00	10+
Police	20	F-150 LI Pkup	ADM - 1	Ford	2023	1FT6W1EV5PWG38870	2024	Donated Replacement Cost = $58,001	10+
Police	26	Explorer	ACO-1	Ford	2016	1FM5K8AR4GGB44613	2016	$27,605.00	10
Police	23	Evidence Van	EV - 1	Ford	2010	1FDWE3FLXADA64244	2010	xx	20+
Police	32	Transit Drone Van	DRN - 1	Ford	2019	1FTYR2CM1KKA73713	2020	$29,980.00	10+
Police	33	Transit ICAC Van	ICACV-1	Ford	2020	1FTYE2C87LKB21683	2020	$40,916.00	10+
Police	34	Traverse-ICAC	ICACC-2	Chevy	2020	1GNEVFKW9LJ212736	2020	$29,655.00	7
Police	36	Tahoe-ICAC	ICACC-3	Chevy	2023	1GNSKNKD4PR244103	2023	$66,898.00	7
Police	TBD	Polaris	Ranger	Polaris	Requested Add	TBD	TBD	$58,000.00	10+
Police	MC-1	Motorcycle	MC - 1	Harley D.	2019	1HD1FMP1XKB672503	2019	$17,500.00	2
Police	MC-2	Motorcycle	MC - 2	Harley D.	2023	1HD1FMP18PB649308	2023	$21,200.00	2

City of Portsmouth
Replacement Schedule
Vehicles

(Scheduled for replacement in FY 26)

City ID #	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031	FY2032	FY2033	FY2034	FY2035
13			$ 66,000.00					$ 85,000.00		
29		$ 63,000.00					$ 80,000.00			
2					$ 73,000.00					$ 93,000.00
14		$ 63,000.00					$ 80,000.00			
15		$ 63,000.00					$ 80,000.00			
16		$ 63,000.00					$ 80,000.00			
17				$ 69,500.00					$ 88,000.00	
18					$ 73,000.00					$ 93,000.00
21				$ 69,500.00					$ 88,000.00	
3	$ 72,000.00					$ 76,500.00				
22			$ 66,000.00					$ 85,000.00		
6	$ 60,000.00					$ 76,500.00				
9				$ 69,500.00					$ 88,000.00	
31		$ 63,000.00					$ 80,000.00			
38			$ 66,000.00					$ 85,000.00		
39			$ 66,000.00					$ 85,000.00		
4			$ 66,000.00					$ 85,000.00		
5				$ 69,500.00					$ 88,000.00	
10					$ 73,000.00					$ 93,000.00
7					$ 54,500.00					
12					$ 54,500.00					
19						$ 57,000.00				
25						$ 57,000.00				
24										
8									$ 66,000.00	

City of Portsmouth
Replacement Schedule
Vehicles

(Scheduled for replacement in FY 26)

City ID #	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031	FY2032	FY2033	FY2034	FY2035
40										$ 69,000.00
28										
11	$ 47,000.00									
1	prior yr surplus									
30										$ 69,000.00
27										$ 93,000.00
20										
26				$ 52,000.00						
23										
32										
33										
34							$ 59,000.00			
36						$ 76,500.00				
Off-Road 4x4 Polaris Ranger	Alternative funding									

Motorcycle 1			$ 18,100.00		$ 20,000.00		$ 22,000.00		$ 25,000.00	
Motorcycle 2		$ 17,300.00		$ 19,000.00		$ 21,000.00		$ 23,100.00		$ 25,500.00
TOTALS	$ 179,000.00	$ 332,300.00	$ 348,100.00	$ 349,000.00	$ 348,000.00	$ 364,500.00	$ 481,000.00	$ 448,100.00	$ 443,000.00	$ 535,500.00

City of Portsmouth
Inventory **Fire Department**

Vehicles **(Scheduled for replacement in FY 26)**

Department	City ID	Description	Dept ID	Make	Year of Mfg.	Mfg. ID Number	Fiscal Year Purchased	Cost	Useful Life
Fire	156	Trailer	TR-1	Cargo	2005	4U01C20285A024611	2005	6,000	15
Fire	157	Pick up	F-1	Ford	2003	3FTSF31SO3MB41399	2006	40,000	15
Fire	158	Pumper	E-4	E-One	2006	4ENRAAA8X61001383	2007	375,000	17
Fire	163	Aerial Tower	T-5	Ferrara	2007	1F95081367H140470	2008	800,000	17
Fire	164	Pick Up	U-4	Ford	2008	1FTYR10DX8PB13295	2009	11,663	10
Fire	167	Trailer	Pod Trl	Cargo	2008	4U01C20298AP36027	n/a	Grant	15
Fire	168	Pumper	E-6	E-One	2011	4ENRAAA89B1006665	2011	433,854	17
Fire	169	SUV	C-3	Chevrolet	2012	1GNWKMEG2CR281033	2012	50,000	8
Fire	173	Pick Up	U-1	Cheverolet	2014	1GC1KVCG5EF167561	2014	38,000	10
Fire	175	Pick Up	U-2	Chevrolet	2015	3GCUKREC5FG147101	2015	31,000	10
Fire	176	Ambulance	A-3	International	2014	1HTJSSKK4EH796451	2015	200,000	8
Fire	178	Pumper	E-3	E-One	2015	4EN6AHA82F2009600	2015	455,314	15
Fire	179	Rescue Boat	B-1	Zodiac	2016	XMPC635UD616	2016	20,618	15
Fire	180	Trailer	K SFE	Load Trail	2016	4ZECH202XG1107351	2016	5,985	15
Fire	181	Pick Up	Car 4	Chevrolet	2017	1GCHTCE32G1375214	2016	40,000	10
Fire	183	Ambulance	A-1	Ford	2017	1FDUF5HTXHEC82136	2017	206,868	8
Fire	*	Rescue Boat Trailer	*	EZ Load	2016	1ZEAAKHBXHA002618	2016	*	15
Fire	184	Rescue	R-7	E-One	2018	4EN6AAA89J1001662	2018	456,957	20
Fire	185	SUV	C-2	Chevrolet	2018	1GNSKFEC9JR304621	2018	38,608	8
FIre	186	Rescue Boat	M-1	Rib-Craft	2019	Hull#URK78153I819	2019	175,000	10
FIre	*	Boat Trailer	*	Load Right	2019	5A4AH4W28J2010880	2019	*	10
Fire	187	Ambulance	A-2	Ford	2019	1FDUF5HT8KDA22766	2020	226,364	8
Fire	188	Pumper	E-1	E-One	2020	4EN6AHA88L2002999	2020	549,825	15
Fire	189	SUV	C-5	Chevrolet	2020	2GNAXSEVXL6205554	2020	25,000	10

City of Portsmouth
Replacement Schedule

Fire

(Scheduled for replacement in FY 26)

City ID #	Dept ID #	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031	FY2032	FY2033	FY2034	FY2035
Pay-As-You-Go											
148	Haz Mat										
156	TR-1				$20,000			$30,000			
157	F-1			$75,000							
164	U-4	$35,000							$70,000		
169	C-3										
173	U-1										
175	U-2									$70,000	
179	B-1						$150,000				
180	K SFE										
181	C-4		$45,000								
185	C-2		$85,000								
189	C-5					$50,000					
191	C-1						$60,000				
Total Pay-As You-Go Funding		**$35,000**	**$130,000**	**$75,000**	**$20,000**	**$50,000**	**$150,000**	**$30,000**	**$70,000**	**$70,000**	**$0**

Bonding		FY 2026	FY 2027	FY 2028	FY 2029	FY2030	FY 2031	FY2032	FY 2033	FY2034	FY2035
158	E-4										
163	T-5			$1,700,000							
168	E-6				$800,000						
178	E-3					$800,000					
188	E-1						$800,000				
184	R-7							$800,000			
183	A-1					$435,000				$435,000	
187	A-2			$435,000					$435,000		
176	A-3										
tba	A-4				$435,000						$435,000
186	Marine 1		$900,000								
*	Boat Trailer										
188	E1								$800,000		
190	T2									$1,600,000	
Total Bonding		**$0**	**$900,000**	**$2,135,000**	**$1,235,000**	**$1,235,000**	**$800,000**	**$800,000**	**$1,235,000**	**$2,035,000**	**$435,000**
Grand Total		**$35,000**	**$1,030,000**	**$2,210,000**	**$1,255,000**	**$1,285,000**	**$950,000**	**$830,000**	**$1,305,000**	**$2,105,000**	**$435,000**

City of Portsmouth

Inventory **School Department**

Vehicles **(Scheduled for replacement in FY 26)**

Department	City ID #	Description	Make	Year of Mfg.	Mfg. Identification Number	Fiscal Year Purchased	Purchase Cost	Useful Life
School	2	F350 1 ton 4x4 with plow	Ford	2017	1FTRF3B69HEE99355	2017	32,692	10 YRS
School	3	F350 1 ton 4x4 with plow	Ford	2023	1FTRF3BA8PED92350	2022	64,680	10 YRS
School	4	F350 1 ton 4x4 with plow	Ford	2023	1FTRF3BAXPED91832	2022	64,680	10 YRS
School	5	F350 1 ton 4x4 with plow	Ford	2023	11FTBF3BA8PED92722	2022	64,680	10 YRS
School	6	Cargo Van (Food Service)	Ford	2011	1FTNE2W2BDA98928	2011	17,068	10 YRS
School	7	Exmark Navigator Mower	Exmark	2019	NVS730AKC48000	2019	12,799	8 YRS
School	8	72" Exmark Zero Turn Mower	Exmark	2021	LZS801CKA72RA1	2020	11,279	8 YRS
School	9	72" Exmark Zero Turn Mower	Exmark	2023	LZS801CKA72RA1-S414466181	2023	13,679	8 YRS
School	10	WHAM 1600 Turbo Series II 12'	John Deere	2009	TC11600T070261	2009	37,995	10 YRS
School	11	Utility Trailer	Sur Track	2015	5JW1U1426G1137095	2016	2,700	10 YRS
School	12	Grounds Utility Vehicle AMT 626	John Deere	2016	S1MOHPXGSKGM41671	2016	8,180	10 YRS
School	13	Utility Trailer	PS-12	2012	1P9US1214MG120049	2013	4,500	10 YRS
School	14	Ford Focus 4DSE SDN	Ford Focus	2017	1FADP3F23H272047	2017	14,717	8 YRS
School	15	F350 Ext. Cab 1 ton 4x4 with plow	Ford	2017	1FT8X3864HEE98929	2017	36,606	8YRS
School	16	Utility Tractor 4630 with attachments	John Deere	2019	1LV4066RPKK406174	2019	70,100	8 YRS
School	17	F550 Dump Body Truck w/ Plow	Ford	2022	1FDUF5HN3NEE91487	2022	62,843	8 YRS
School	18	30-35' Scissor Lift (Ext)	JLG	2006	200153059	2014	15,500	10 YRS
School	19	30-35' Scissor Lift (Int)	Skyjack	2006	715130	2014	9,500	8 YRS
School	20	2 Ton Dump Body Trailer - TBD	TBD	TBD	TBD	TBD	3,000	10 YRS
School	21	Ford Transit 7 Pass. Van (RJLA)	Ford	2019	1FMZK1ZM3KKB09195	2019	27,889	10 YRS
School	22	Ford E250 7 Pass. Van (RJLA)	Ford	2011	1FTNE2EW2BDA98928	2011	18,890	10 YRS
School	23	Ford Transit 12-15 Pass. Van	Ford	TBD	TBD	TBD	TBD	10 YRS

City of Portsmouth
Replacement Schedule

Vehicles **(Scheduled for replacement in FY 26)**

	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032	FY 2033	FY 2034	FY 2035
2	$ 35,000.00									
3							$ 70,000.00			
4								$ 70,000.00		
5									$ 70,000.00	
6	$ 45,000.00									
7		$ 16,000.00					$ 16,000.00			
8		$ 16,000.00						$ 16,000.00		
9					$ 16,000.00					
10	$ 39,000.00								$ 45,000.00	$ 45,000.00
11			$ 10,000.00							
12	$ 12,000.00							$ 10,000.00		
13			$ 9,500.00							
14		$ 40,000.00								
15		$ 70,000.00								
16			$ 50,000.00	$ 50,000.00						
17					$ 50,000.00	$ 50,000.00				
18										
19										
20		$ 10,000.00								
21				$ 48,000.00						
22										
23			$ 70,000.00							
TOTALS	**$ 131,000.00**	**$ 152,000.00**	**$ 139,500.00**	**$ 98,000.00**	**$ 66,000.00**	**$ 50,000.00**	**$ 86,000.00**	**$ 96,000.00**	**$ 115,000.00**	**$ 45,000.00**

City of Portsmouth **Parking/Transportation**

Inventory

Vehicles **(Scheduled for replacement in FY 2026)**

Department	City ID #	Description	Make	Year of Mfg.	Mfg. Identification Number	Fiscal Year Purchased	Purchase Cost	Useful Life
Parking	P001	Tahoe (black)	Chevrolet	2007	1GNFK13057J377473	2019	$ -	8
Parking	P003	Focus 4 door Sedan (white)	Ford	2015	1FADP3F21FL342836	2015	$ 15,468.00	8
Parking	P016	Small Packer (white) (Year 2 of 2)	Chevrolet	2020	JALEEW167L7300738	2020	$ 117,940.00	6
Parking	P024	F550 Rack Body (white)	Ford	2022	1FDUF5HNXNEE91485	2023	$ 84,449.10	10
Parking	P046	7400 Packer (white)	International	2007	3HTWGAZT27N472665	2008	$ 132,194.00	8
Parking	P060	Sidewalk Tractor	Trackless	2019	MT5T22937	2019	$ 123,950.00	10
Parking	P064	289D3 Skid Steer Loader	Caterpillar	2023	CAT0289DEJX912189	2023	$ 92,500.00	10
Parking	P069	Focus 4 door Sedan (white)	Ford	2015	1FADP3F24FL295687	2015	$ 15,468.00	8
Parking	P070	Sidewalk Tractor	Trackless	2003	MT5T-2124	2003	$ 74,500.00	10
Parking	P071	Sidewalk Tractor Placeholder (Year 1 of 3)	Trackless	1995	MT5T-804	1999	$ 29,500.00	10
Parking	P073	Sidewalk Tractor	Trackless	2020	MT5T-2150-7	2020	$ 124,500.00	10
Parking	P101	Wheeled Loader	Caterpillar	2022	CAT0930MCF5K01950	2022	$ 235,400.00	10
Parking	P102	624K-II Loader (Year 3 of 4)	John Deere	2016	1DW624KZEGF677758	2017	$ 188,750.00	10
Parking	P113	Utility Trailer	Innovative	2020	1Z9Z1U816L1445250	2023	$ 2,995.00	10
Zoning	P128	Equinox (Zoning)	Chevrolet	2008	2CNDL13F586306544	2009	$ 16,720.00	8
Parking	P130	F550 (white)	Ford	2020	1FDUF5HN7LKA00793	2020	$ 83,481.00	8
Parking	P131	F250 4x4 Utility Body (yellow)	Ford	2016	1FDBF2B65GEA53810	2016	$ 30,525.00	8
Parking	P132	F350 Pickup w/plow (yellow)	Ford	2019	1FTRF3B62KEC00098	2019	$ 42,699.00	8
Parking	P137	Snowloader WK-800 (Year 3 of 4)	Snogo	2007	3939	2007	$ 54,000.00	10
Parking	P138	Snowloader WK-800 (Year 1 of 5)	Snogo	2016	3783727	2016	$ 121,500.00	10
Parking	P139	F150 Pick Up (yellow)	Ford	2018	1FTMF1CB7JKE72415	2018	$ 22,280.00	8
Parking	P140	Mobile Message Board	Solar Tech	2019	4GM2M1316K1462349	2019	$ 19,450.00	10
Parking	P142	Mobile Message Board	PCMS	2003	139UP081X3A003197	2003	$ 14,000.00	10
Parking	P143	Mobile Message Board (Ordered)					$ 25,000.00	10
Parking	P144	Mobile Message Board (Ordered)					$ 25,000.00	10

City of Portsmouth **Parking/Transportation**

Inventory

Vehicles **(Scheduled for replacement in FY 2026)**

Department	City ID #	Description	Make	Year of Mfg.	Mfg. Identification Number	Fiscal Year Purchased	Purchase Cost	Useful Life
Parking	P145	F350 Pickup w/plow (white)	Ford	2023	1FTRF3BA5PED23244	2024	$ 62,430.10	8
Parking	P161	F150 Pick Up (yellow)	Ford	2013	1FTMF1CM9DKE78156	2013	$ 15,835.00	10
Parking	New 25	F150 Pick Up					*$ 45,000.00*	10

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

Vehicles **(Scheduled for replacement in FY 26)**

City ID #	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031	FY2032	FY2033	FY2034	FY2035
P001			$ 40,000							
P003					$ 40,000					$ 40,000
P016	$ 115,000				$ 80,000	$ 80,000	$ 80,000	$ 80,000		
P024						$ 35,000	$ 35,000	$ 35,000		
P046				$ 70,000	$ 110,000	$ 90,000	$ 90,000			
P060			$ 110,000	$ 110,000						
P064								$ 60,000	$ 65,000	
P069	$ 38,000							$ 40,000		$ 40,000
P070										
P071	$ 32,000	$ 60,000	$ 60,000							
P073					$ 50,000	$ 50,000	$ 50,000	$ 50,000		
P101			$ 50,000	$ 50,000	$ 50,000	$ 50,000	$ 100,000			
P102	$ 75,000	$ 85,000								
P113										
P128								$ 45,000		
P130			$ 80,000	$ 75,000						
P131							$ 40,000	$ 40,000		
P132		$ 90,000							$ 50,000	$ 50,000
P137	$ 80,000	$ 80,000						$ 50,000	$ 125,000	$ 125,000
P138	$ 50,000	$ 70,000	$ 70,000	$ 65,000	$ 65,000					
P139		$ 40,000								$ 50,000
P140				$ 25,000						

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

Vehicles **(Scheduled for replacement in FY 26)**

City ID #	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031	FY2032	FY2033	FY2034	FY2035
P142		$ 25,000				$ 25,000				
P143									$ 30,000	
P144									$ 30,000	
P145						$ 65,000			$ 100,000	
P161			$ 40,000							$ 40,000
New 25										$ 45,000
TOTALS	**$ 390,000**	**$ 450,000**	**$ 450,000**	**$ 395,000**	**$ 395,000**	**$ 395,000**	**$ 395,000**	**$ 400,000**	**$ 400,000**	**$ 390,000**

City of Portsmouth

Inventory **Stormwater Division**

Vehicles **(Scheduled for replacement in FY 26)**

Department	City ID #	Description	Make	Year of Mfg.	Mfg. Identification Number	Fiscal Year Purchased	Purchase Cost	Useful Life
Stormwater	SW042	6 Wh Dump 108SD w/plow,wing, spreader (Year 3 of 3)	Freightliner	2015	1FVAG5CY2FHGR4450	2015	$ 90,994	10
Stormwater	SW066	Vactor 2112-JD (white) (Year 3 of 3)	International	2007	1HTWGAZTX7J564805	2008	$ 244,795	10
Stormwater	SW067	M3 Street Sweeper	Chev/Global	2022	1G9AM6N10NS462105	2022	$ 254,050	6
Stormwater	SW068	Tymco Sweeper	Freightliner	2024	3ALACXFC9RDUZ9024	2024	$ 384,075	6
Stormwater	SW166	F150 (white)	Ford	2021	1FTFX1E81MKD02921	2021	$ 36,788	8
Stormwater	NEW	F250 Utility Body Pickup						8
Stormwater	MISC	Equipment valued over $10,000 to include but not limited to: Electrical Controls, Inspection Devices, Motors, Trailers, Compressors, & Message Boards.						

City of Portsmouth **Stormwater Division**
Replacement Schedule

Vehicles **(Scheduled for replacement in FY 26)**

City ID # *	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031	FY2032	FY2033	FY2034	FY2035
SW042	$ 100,000								$ 110,000	$ 140,000
SW066	$ 155,000					$ 125,000	$ 125,000	$ 125,000		
SW067		$ 175,000	$ 175,000	$ 175,000	$ 175,000				$ 100,000	$ 100,000
SW068		$ 100,000	$ 100,000	$ 100,000	$ 120,000	$ 125,000	$ 125,000	$ 125,000	$ 50,000	
SW166			$ 25,000	$ 25,000				$ 40,000	$ 35,000	
NEW						$ 40,000	$ 40,000			
MISC										
TOTALS	**$ 255,000**	**$ 275,000**	**$ 300,000**	**$ 300,000**	**$ 295,000**	**$ 290,000**	**$ 290,000**	**$ 290,000**	**$ 295,000**	**$ 240,000**

Use of Fund Balance	**$ 127,500**
Transfer from Sewer	**$ 127,500**

City of Portsmouth

Inventory **Water Division**

Vehicles **(Scheduled for replacement in FY 26)**

Division	City ID #	Description	Make	Year of Mfg.	Mfg. Identification Number	Fiscal Year Purchased	Purchase Cost	Useful Life
Water	W001	Edge (black)	Ford	2019	2FMPK4G97KBB04468	2019	$ 28,929.00	8
Water	W002	Edge (black)	Ford	2019	2FMPK4G95KBB04467	2019	$ 28,929.00	8
Water	H002	Explorer (black)	Ford	2018	1FM5K8D84JGB58201	2018	$ 24,917.00	8
Water	W003	Edge (black)	Ford	2019	2FMPK4G95KBC03144	2019	$ 28,929.00	8
Water	W004	Transit Van (white)	Ford	2021	NM0LS7E25M1488272	2021	$ 29,133.55	10
Water	W005	Transit Van (white)	Ford	2022	NM0LS7S21N1512881	2022	$ 30,047.00	10
Water	W006	Explorer (black)	Ford	2016	1FM5K8AR2GGB44612	2022	$ 1.00	8
Water	W007	Transit Van (white)	Ford	2018	1FDBF4XM2JKA76151	2018	$ 35,945.00	10
Water	W010	F-550 (yellow) w/plow	Ford	2016	1FDX0X5HT7GEA74838	2016	$ 73,323.00	8
Water	W025	F-250 4x4 (white) w/plow	Ford	2020	1FDBF2B62LEC63257	2020	$ 64,790.00	8
Water	W026	F-150 pick-up (yellow)	Ford	2018	1FTFX1EG6JKE72887	2018	$ 29,378.00	8
Water	W027	F-550 (yellow) w/plow (Year 2 of 2)	Ford	2015	1FDUF5HT9FEA42315	2015	$ 40,443.00	8
Water	W028	F-250 4x4 Supercab (w/ plow)	Ford	2020	1FT7X2BN1LEC48697	2020	$ 45,007.00	8
Water	W029	F-250 Utility Body	Ford	2019	1FDBF2B6XKEC63215	2019	$ 27,235.00	8
Water	W030	F-550 4x4 Utility Body pick-up w/plow	Ford	2016	1FD0X5HT5GEC57753	2017	$ 73,476.00	8
Water	W031	F-550 4x4 Utility Body pick-up w/plow	Ford	2016	1FD0X5HT7GEC57754	2017	$ 73,476.00	8
Water	W032	Transit (yellow)	Ford	2018	NM0LS7E76J1358959	2018	$ 27,159.00	8
Water	W035	GR42B Dump (white)	Mack	2023	1M2GR1AC4PM001878	2023	$ 196,170.00	8
Water	W053	F-150 (Yel)	Ford	2019	1FTFX1E43KKE25081	2020	$ 28,401.00	8
Water	W060	Loader	Caterpillar	2021	CAT00420TH9X01243	2022	$ 149,000.00	8
Water	W061	Excavator 318	Caterpillar	2021	CAT0M318HKE700531	2022	$ 247,900.00	10
Water	W063	Track Loader-SVL90-2 (Year 2 of 2)	Kubota	2015	14195	2015	$ 57,700.00	10
Water	W079	Utility Trailer (construction)	Eagle	2018	112H8V350JL082749	2018	$ 20,395.00	20

City of Portsmouth

Inventory **Water Division**

Vehicles **(Scheduled for replacement in FY 26)**

Division	City ID #	Description	Make	Year of Mfg.	Mfg. Identification Number	Fiscal Year Purchased	Purchase Cost	Useful Life
Water	W080	Compressor	Atlas	2014	4500A1018ER047278	2018	$ 15,583.00	10
Water	W100	Mini Track Excavator U-55-4 (Year 2 of 2)	Kubota	2015	25656	2016	$ 82,364.00	10
Water	W100T	T16DT Trailer (W100)	Towmaster	2016	4KNTT1627GL161190	2016	$ 10,700.00	7
Water	W101	Mini Wheeled Loader (W/S)	Volvo	2019	VCEEW60EP00312208	2020	$ 77,661.00	12
Water	W103	F150 4X4 (Yel)	Ford	2017	1FTMF1E81HKD49737	2017	$ 24,057.00	8
Water	W104	F600 4x4 Dump w/plow	Ford	2023	1FDFF6LN3PDA04030	2024	$ 113,755.00	8
Water	W108	Mack Granite GR64F Dump w/plow	Mack	2021	1M2GR3GC9MM023583	2021	$ 238,929.00	8
Water	W109	F-150 pickup 1/2 ton (yellow)	Ford	2013	1FTEX1CM1DKE57951	2013	$ 18,127.00	8
Water	W126	Escape (SUV) (black)	Ford	2008	1FMCU931X8KC24057	2008	$ 18,985.00	9
Water	W127	Escape (SUV) (white)	Ford	2021	1FMCU9G66MUA39606	2022	$ 26,866.00	8
Water	W143	Mobile Message Board	SolarTech	2019	4GM2M1312K1462350	2019	$ 19,450.00	10
Water	W150	Utility Trailer (Well Supplies)	Homemade	2016	5HABE1010GN042792	2016	$ 2,995.00	20
Water	WT156	Utility Trailer	PJ	2008	3CVU8131882125365	2008	$ 2,000.00	20
Water	W159	Edge (white)	Ford	2021	2FMPK4J99MBA54765	2022	$ 37,140.15	10
Water	WT163	Trailer (Track Loader)	PJ	2013	4P5CC222XD3003769	2013	$ 5,000.00	20
Water	NEW 26	Van w/lift (split with Sewer)						
Water	MISC	Equipment valued over $10,000 to include but not limited to: Elec. Controls, Pumps, Motors, Monitoring Equip., Valves, Trailers, Compressors, & Message Boards.						

City of Portsmouth **Water**
Replacement Schedule

Vehicles **(Scheduled for replacement in FY 26)**

City ID # *	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031	FY2032	FY2033	FY2034	FY2035
W001		$ 35,000								$ 40,000
W002		$ 35,000								$ 40,000
H002									$ 45,000	
W003		$ 35,000								$ 40,000
W004						$ 42,000				
W005							$ 45,000			
W006		$ 35,000								
W007			$ 55,000						$ 60,000	
W010					$ 40,000	$ 40,000	$ 40,000			
W025			$ 60,000							
W026										
W027	$ 80,000							$ 100,000	$ 30,000	
W028			$ 55,000							$ 55,000
W029		$ 55,000								$ 55,000
W030							$ 60,000	$ 60,000		
W031								$ 55,000	$ 55,000	
W032		$ 37,500						$ 40,000		
W035			$ 50,000	$ 50,000	$ 50,000	$ 50,000				
W053			$ 40,000						$ 50,000	
W060				$ 90,000	$ 90,000					
W061					$ 110,000	$ 70,000	$ 90,000			
W063	$ 60,000									
W079				$ 25,000						
W080										
W100	$ 87,000									
W100T										
W101						$ 50,000	$ 50,000			
W103								$ 50,000		
W104						$ 50,000	$ 50,000			$ 62,500
W108			$ 100,000	$ 175,000					$ 50,000	$ 50,000
W109		$ 55,000								
W126		$ 35,000								

City of Portsmouth **Water**
Replacement Schedule

Vehicles **(Scheduled for replacement in FY 26)**

City ID # *	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031	FY2032	FY2033	FY2034	FY2035
W127					$ 37,500					
W143				$ 25,000						
W150										
WT156										
W159						$ 40,000				
WT163										
NEW 26	$ 65,000									
VEHICLE TOTAL	$ 292,000	$ 322,500	$ 360,000	$ 365,000	$ 327,500	$ 342,000	$ 335,000	$ 305,000	$ 290,000	$ 342,500
MISC EQ.	$ 100,000	$ 100,000	$ 125,000	$ 125,000	$ 125,000	$ 125,000	$ 125,000	$ 150,000	$ 150,000	$ 150,000
TOTALS	**$ 392,000**	**$ 422,500**	**$ 485,000**	**$ 490,000**	**$ 452,500**	**$ 467,000**	**$ 460,000**	**$ 455,000**	**$ 440,000**	**$ 492,500**

City of Portsmouth

Inventory **Sewer Division**

Vehicles **(Scheduled for replacement in FY 26)**

Division	City ID #	Description	Make	Year of Mfg.	Mfg. Identification Number	Fiscal Year Purchased	Purchase Cost	Useful Life
Sewer	S002	Explorer (Blk)	Ford	2018	1FM5K8D84JGB58201	2018	$ 24,917	8
Sewer	S004	Edge (White)	Ford	2021	2FMPK4G96MBA41253	2021	$ 32,981	8
Sewer	S005	Escape (white)	Ford	2022	1FMCU9G6XNUA17030	2022	$ 27,763	8
Sewer	S011	F-150 4X4 (white)	Ford	2020	1FTFX1E4XLFC24014	2021	$ 36,732	10
Sewer	S012	F-150 4X4 (white)	Ford	2022	1FTMF1EB7NKE18230	2023	$ 31,126	10
Sewer	S013	Escape (SUV) (White)	Ford	2021	1FMCU9BZ8MUA61799	2021	$ 28,451	8
Sewer	S014	F550 Dump w/plow	Ford	2019	1FDUF5HY4KEC25823	2019	$ 37,100	8
Sewer	S015	Fusion (White)	Ford	2020	3FA6P0T95LR263370	2020	$ 23,380	10
Sewer	S017	Focus (White) (ordered)	Ford	2014	1FADP3F29EL421718	2015	$ 14,545	10
Sewer	S041	F550 Pickup	Ford	2019	1FDUF5HY4KEC00100	2020	$ 36,999	8
Sewer	S048	114SD 10 Wheel Dump (Yel) w/Plow (Year 3 of 4)	Freightliner	2016	1FVHG3DV7GHHM1870	2016	$ 179,199	10
Sewer	S049	F550 Pickup (Tommy lift)	Ford	2019	1FD0X5HY1KEC00101	2019	$ 40,053	9
Sewer	S059	4WD Wheeled Loader	Caterpillar	2022	CAT00920TSL400799	2022	$ 177,500	10
Sewer	S062	Skidsteer 289D3	Caterpillar	2020	CAT0289DLJX902243	2020	$ 83,900	10
Sewer	S065	Vactor (white) (Year 4 of 5)	Mack	2020	1M2GR3GC5LM0181136	2020	$ 481,962	8
Sewer	S074	Edge (Black)	Ford	2013	2FMDK3GC2DBA25236	2013	$ 1	5
Sewer	S075	F150 (Yel)	Ford	2017	1FTMF1E8XHKD49736	2018	$ 23,547	10
Sewer	SC075	Compressor	Atlas	2016	4500A101XGR053151	2018	$ 18,475	10
Sewer	S076	Hot Jet & Trailer	Misc	2018	58LMU1222JA001555	2019	$ 29,595	10
Sewer	S078	GR64F Rolloff	Mack	2022	1M2GR3GC6NM025731	2022	$ 264,367	10

City of Portsmouth

Inventory **Sewer Division**

Vehicles **(Scheduled for replacement in FY 26)**

Division	City ID #	Description	Make	Year of Mfg.	Mfg. Identification Number	Fiscal Year Purchased	Purchase Cost	Useful Life
Sewer	S099	908M Wheeled Loader	Caterpillar	2020	CAT0908MJH8804424	2020	$ 124,341	10
Sewer	S116	Utility Trailer	Carry On	2014	4YMCL1429EV024360	2014	$ 4,400	10
Sewer	S123	F-150 4x4 w/Plow	Ford	2010	1FTVX1EV2AKE09201	2010	$ 26,252	10
Sewer	S124	Enclosed Trailer	Innovative	2023	7PPZ1EC26P1003273	2022	$ 9,885	10
Sewer	S127	Escape (SUV) (white)	Ford	2021	1FMCU9G66MUA39606	2022	$ 24,886	10
Sewer	S130	Tank Truck (Yel/Blk) 114 SD	Freightliner	2018	1FVHG3DV6JHJS5730	2018	$ 208,916	10
Sewer	S134	F350	Ford	2023	1FDRF3HN7PDA13138	2024	$ 73,655	8
Sewer	S135	Transit Camera Vehicle	Ford	2023	1FTBW1X80PKA56396	2023	$ 226,450	10
Sewer	S144	Message Board	Solar Tech	2022	4GM2M1311N1463011	2022	$ 19,140	10
Sewer	S147	Message Board	Solar Tech	2022	4GM2M131XN1463010	2022	$ 19,140	10
Sewer	S167	F250 Extended Cab w/Plow	Ford	2017	1FT7X2B60HED45177	2017	$ 33,225	10
Sewer	NEW 25	SCADA Vehicle (Edge)						10
Sewer	NEW 26	F250 w/Plow						
Sewer	NEW 26	Van w/Lift						
Sewer	MISC	Equipment valued over $10,000 to include but not limited to: Elec. Controls, Pumps, Motors, Monitoring Equip., Valves, Trailers, Compressors, & Message Boards.						

City of Portsmouth Sewer
Replacement Schedule

Vehicles **(Scheduled for replacement in FY 26)**

City ID # *	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031	FY2032	FY2033	FY2034	FY2035
S002									$ 45,000	
S004				$ 40,000						
S005					$ 40,000					
S011						$ 60,000				
S012								$ 50,000		
S013				$ 40,000						
S014		$ 50,000	$ 50,000							
S015					$ 40,000					
S017										$ 40,000
S041		$ 55,000	$ 55,000							$ 55,000
S048	$ 70,000	$ 70,000							$ 75,000	$ 75,000
S049		$ 30,000	$ 70,000					$ 50,000	$ 50,000	
S059			$ 50,000	$ 50,000	$ 50,000	$ 50,000				
S062				$ 60,000	$ 60,000					
S065	$ 130,000	$ 130,000				$ 120,000	$ 120,000	$ 120,000	$ 120,000	$ 120,000
S074		$ 40,000							$ 30,000	
S075			$ 50,000							
SC075					$ 20,000					
S076				$ 40,000						
S078		$ 75,000	$ 75,000	$ 75,000	$ 75,000	$ 75,000				
S099			$ 55,000	$ 55,000	$ 55,000					
S116										
S123										
S124								$ 12,000		
S127							$ 40,000			
S130				$ 65,000	$ 65,000	$ 65,000	$ 65,000	$ 65,000		
S134							$ 80,000			
S135					$ 50,000	$ 50,000	$ 50,000	$ 50,000	$ 50,000	

City of Portsmouth Sewer
Replacement Schedule

Vehicles **(Scheduled for replacement in FY 26)**

City ID # *	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031	FY2032	FY2033	FY2034	FY2035
S144								$ 25,000		
S147								$ 25,000		
S167			$ 45,000							
New PI WWT	$ 30,000									$ 40,000
New SCADA	$ 65,000									
VEHICLE TOTAL	$ 295,000	$ 450,000	$ 450,000	$ 425,000	$ 455,000	$ 420,000	$ 355,000	$ 397,000	$ 370,000	$ 330,000
MISC EQ	$ 200,000	$ 200,000	$ 200,000	$ 200,000	$ 200,000	$ 200,000	$ 225,000	$ 200,000	$ 225,000	$ 225,000
TOTALS	**$ 495,000**	**$ 650,000**	**$ 650,000**	**$ 625,000**	**$ 655,000**	**$ 620,000**	**$ 580,000**	**$ 597,000**	**$ 595,000**	**$ 555,000**

CITY OF PORTSMOUTH, NH
CAPITAL IMPROVEMENT PLAN

FY 2026 – FY2031

Citizen Request Subcommittee: October 15, 2024
City Council and Planning Board Joint Public Hearing: November 18, 2024
Planning Board Adopted: November 21, 2024
City Council Adopted: December 2, 2024

Appendix II

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SECTION I: INTRODUCTION

The Capital Improvement Plan (CIP) sets forth a multi-year schedule and financing strategies for accomplishing necessary public improvements. Careful development of and adherence to the CIP ensures that needed facilities are provided within the City's financial capability. In combination with the annual City budget, the CIP has a major impact on the allocation of fiscal resources and is thus one of the most important documents considered by the City Council.

The purposes of the CIP are to:

1. Implement needed improvements on a scheduled basis
   - Provides a complete picture of the City's major development needs
   - Coordinates activities of various City departments and agencies
   - Assists in implementing recommendations of the City's Master Plan
2. Guide the allocation of fiscal resources
   - Establishes fiscal priorities for projects
   - Balances the use of funding sources
3. Help plan for future City expenditures
   - Discourages piecemeal improvements and duplication of expenditures
4. Ensure that needed facilities are provided within the City's financial capability:
   - Informs the taxpayers of anticipated future improvements
   - Helps to schedule major projects to reduce fluctuations in the tax rate

As used in the CIP, a <u>capital improvement project is defined as a major fiscal expenditure that falls into one or more of the following categories</u>:

- ✓ Land acquisition;
- ✓ Construction or expansion of a public facility, street, utility or public infrastructure;
- ✓ Rehabilitation of a public facility or public infrastructure provided the cost is $50,000 or more;
- ✓ Design work or planning study related to a capital project or implementation of the Master Plan;
- ✓ Any item or piece of equipment, non-vehicular in nature, that costs more than $50,000 and has a life expectancy of 5 or more years; or
- ✓ Replacement and purchase of vehicles which have a life expectancy of more than 5 years or cost more than $50,000.

The capital planning process is coordinated by the Finance and Planning Departments under the direction of the City Manager. Capital project requests are initially formulated by City department heads and submitted to the Finance Department. Members of the public may also submit project requests, which are reviewed by City departments and incorporated into the departmental project submissions as appropriate.
Each project request includes the following information:

1. **Project name**



2. **Project number.** These numbers are broken down into 4 parts:



- Project Category
  - VE – Vehicles & Equipment
  - BI – Buildings & Infrastructure
  - IS – Information Systems Management
  - TSM – Transportation System Management
  - EF – Enterprise Funds
  - COM- Combined Funding



- Year of Project Submission
  - i.e. -12 → FY2012 Submission



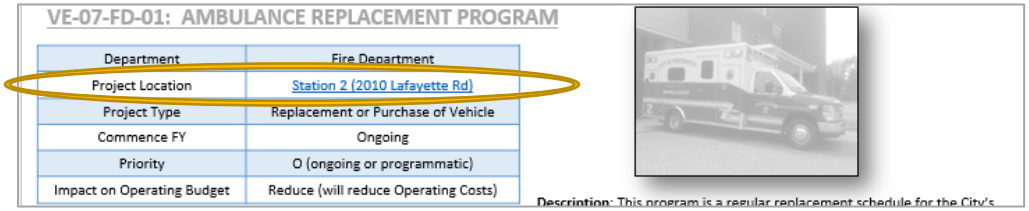
- Submitting Department
  - ED – Economic and Community Development Department
  - FD – Fire Department
  - FI – Finance Department
  - HL – Health Department
  - IT – Information Technology Department
  - LI – Public Library
  - PD – Police Department
  - PL – Planning and Sustainability Department
  - PL/NH – Planning and Sustainability Department and the State of New Hampshire

- PW – Public Works Department
- PW/NH – Public Works & State of New Hampshire
- RC – Recreation Department
- SC – School Department
- SD – Sewer Division
- WD – Water Division

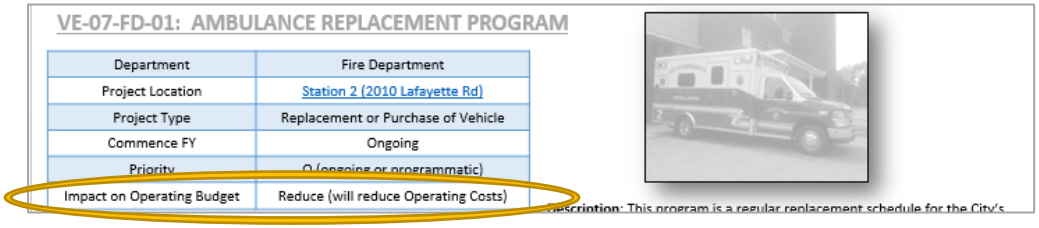
- Location within the CIP plan
  - Projects are given a sequential number throughout the document.



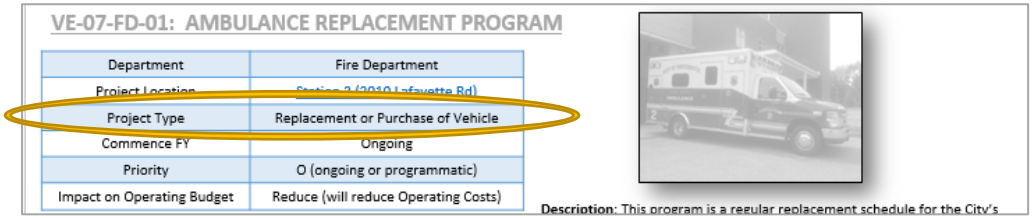
3. **Project location**



4. **Impact on operating budget**



5. **Project type**
   - Land acquisition;
   - Construction or expansion of a new public facility or public infrastructure;
   - Non-recurring rehabilitation of a public facility or public infrastructure provided the cost is $50,000 or more;
   - Design work or planning study related to a capital project or implementation of the Master Plan;



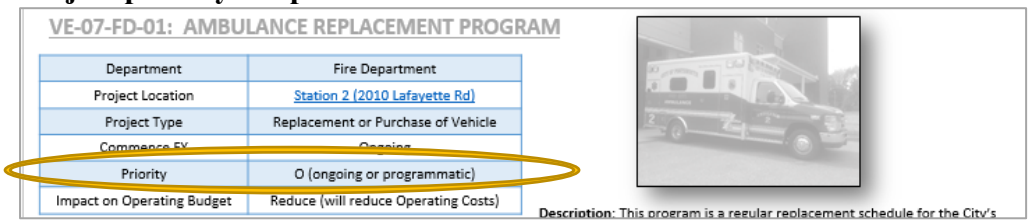
VE-07-FD-01: AMBULANCE REPLACEMENT PROGRAM

Department	Fire Department
Project Location	Station 2 (2010 Lafayette Rd)
Project Type	Replacement or Purchase of Vehicle
Commence FY	Ongoing
Priority	O (ongoing or programmatic)
Impact on Operating Budget	Reduce (will reduce Operating Costs)

Description: This program is a regular replacement schedule for the City's

   - Any item or piece of equipment, non-vehicular in nature, that costs more than $50,000 and has a life expectancy of 5 or more years; or
   - Replacement and purchase of vehicles which have a life expectancy of more than 5 years or cost more than $50,000

6. **Project priority/Proposed time frame:**



VE-07-FD-01: AMBULANCE REPLACEMENT PROGRAM

Department	Fire Department
Project Location	Station 2 (2010 Lafayette Rd)
Project Type	Replacement or Purchase of Vehicle
Commence FY	Ongoing
Priority	O (ongoing or programmatic)
Impact on Operating Budget	Reduce (will reduce Operating Costs)

Description: This program is a regular replacement schedule for the City's

   - (A) Implement within 3 years
   - (B) Implement within 4 to 6 years
   - (C) Implement after 6 years
   - (O) Ongoing allocations of funding are required for this project

7. **Citywide Goal Addressed by this Capital Project** (Projects funded in FY25 only)

VE-07-FD-01: Ambulance Replacement Program

Department	Fire Department
Project Location	Station 2 (2010 Lafayette Rd)
Project Type	Replacement or Purchase of Vehicle
Commence FY	Ongoing
Priority	O (ongoing or programmatic)
Impact on Operating Budget	Reduce (will reduce Operating Costs)



Vehicles and Equipment: Vehicles

- City Council Goals

- Enhance the supply of housing choices, especially the supply of below- market rate housing options.
- Integrate sustainability, resilience, and climate change mitigation actions throughout City government and community.
- Invite and engage the entire community, especially those traditionally unreached, to increase participation and transparency in government.
- Support the needs of residents, businesses, nonprofits, arts, and cultural institutions by leveraging City and local resources.
- Explore opportunities to support all modes of transportation options.

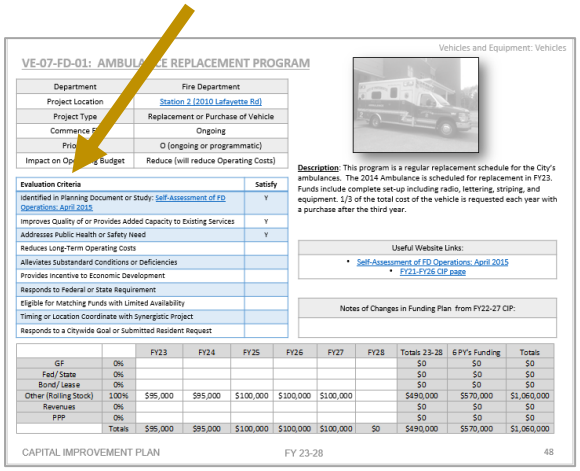
- Organization's Goals

- Welcome and Support Diversity in the Workplace and Community
- Maintain Financial Stability
- Meet or Exceed State and Federal Legal/Regulatory Requirements Including Those for a Safe and Healthy Community and Environment

- Deliver Services and Programs with Courtesy, Professionalism, and Efficiency
- Maintain and Improve Infrastructure to Meet Needs of the Community

- School Board and Charter Commissions
  - Provide an Educational Environment that maintains School Board Goals and supports its pillars of Opportunity, Equity, Student Wellness and a Strong Sense of Community to Every Youth
  - Protect the Community Through Fire and Crime Cessation and Prevention for its Residents and Businesses

8. **Project justification** (does the project meet one or more of the following criteria):
   - Identified in planning document or study
   - Improves quality of existing services
   - Provides added capacity to existing services
   - Addresses public health or safety need
   - Reduces long-term operating costs
   - Alleviates substandard conditions or deficiencies
   - Provides incentive to economic development
   - Responds to federal or state requirement
   - Eligible for matching funds with limited availability



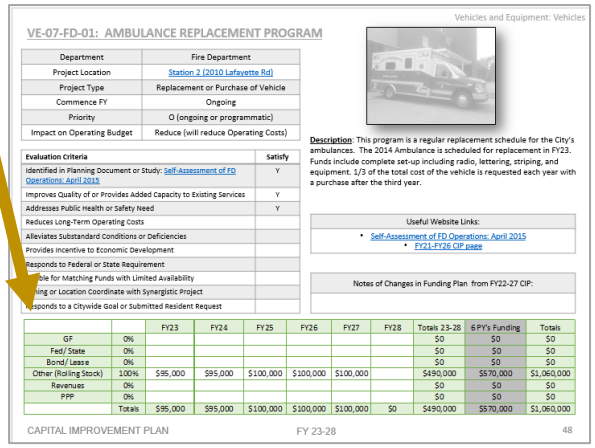
9. **Cost estimate and proposed funding sources**

- GF (General Fund) – Funded by Capital Outlay Funds
- Fed/State – Federal/State Funding
- Bond/Lease – Bond/Lease Borrowing
- Other (Rolling Stock) – Non-Operating Budget Funding
- Revenues – From Special Revenue/Enterprise Funds (Parking/Water/Sewer)
- PPP (Public Private Partnership) – Partnership funding through a private entity

10. **Useful Website Links**

- Links to project web pages, prior year funding pages and more.

11. **Notes of Changes in Funding Plan from prior year CIP**



Vehicles and Equipment: Vehicles

VE-07-FD-01: AMBULANCE REPLACEMENT PROGRAM

Department	Fire Department
Project Location	Station 2 (2010 Lafayette Rd)
Project Type	Replacement or Purchase of Vehicle
Commence FY	Ongoing
Priority	O (ongoing or programmatic)
Impact on Operating Budget	Reduce (will reduce Operating Costs)

Evaluation Criteria	Satisfy
Identified in Planning Document or Study: Self-Assessment of FD Operations: April 2015	Y
Improves Quality of or Provides Added Capacity to Existing Services	Y
Addresses Public Health or Safety Need	Y
Reduces Long-Term Operating Costs	
Alleviates Substandard Conditions or Deficiencies	
Provides Incentive to Economic Development	
Responds to Federal or State Requirement	
ble for Matching Funds with Limited Availability	
ing or Location Coordinate with Synergistic Project	
esponds to a Citywide Goal or Submitted Resident Request	

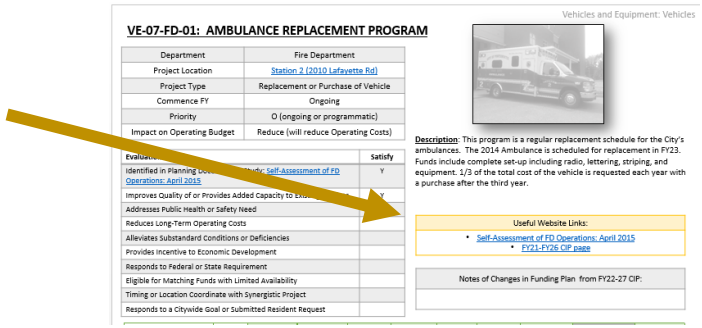
Description: This program is a regular replacement schedule for the City's ambulances. The 2014 Ambulance is scheduled for replacement in FY23. Funds include complete set-up including radio, lettering, striping, and equipment. 1/3 of the total cost of the vehicle is requested each year with a purchase after the third year.

Useful Website Links:
- Self-Assessment of FD Operations: April 2015
- FY21-FY26 CIP page

Notes of Changes in Funding Plan from FY22-27 CIP:

		FY23	FY24	FY25	FY26	FY27	FY28	Totals 23-28	6 FY's Funding	Totals
GF	0%							$0	$0	$0
Fed/ State	0%							$0	$0	$0
Bond/ Lease	0%							$0	$0	$0
Other (Rolling Stock)	100%	$95,000	$95,000	$100,000	$100,000	$100,000		$490,000	$570,000	$1,060,000
Revenues	0%							$0	$0	$0
PPP	0%							$0	$0	$0
	Totals	$95,000	$95,000	$100,000	$100,000	$100,000	$0	$490,000	$570,000	$1,060,000

CAPITAL IMPROVEMENT PLAN FY 23-28 48



Vehicles and Equipment: Vehicles

VE-07-FD-01: AMBULANCE REPLACEMENT PROGRAM

Department: Fire Department
Project Location: Station 2 (2010 Lafayette Rd)
Project Type: Replacement or Purchase of Vehicle
Commence FY: Ongoing
Priority: O (ongoing or programmatic)
Impact on Operating Budget: Reduce (will reduce Operating Costs)

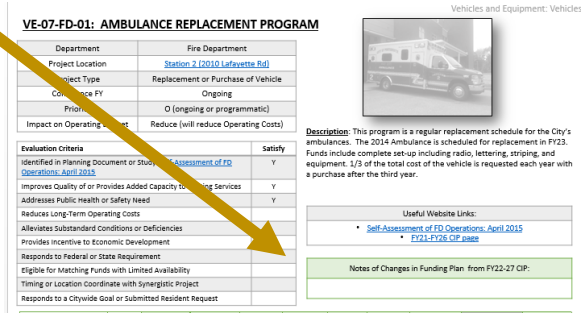
Satisfy

Identified in Planning Document or Study: Self-Assessment of FD Operations: April 2015 — Y
Improves Quality of or Provides Added Capacity to Existing Services — Y
Addresses Public Health or Safety Need — Y
Reduces Long-Term Operating Costs
Alleviates Substandard Conditions or Deficiencies
Provides Incentive to Economic Development
Responds to Federal or State Requirement
Eligible for Matching Funds with Limited Availability
Timing or Location Coordinate with Synergistic Project
Responds to a Citywide Goal or Submitted Resident Request

Description: This program is a regular replacement schedule for the City's ambulances. The 2014 Ambulance is scheduled for replacement in FY23. Funds include complete set-up including radio, lettering, striping, and equipment. 1/3 of the total cost of the vehicle is requested each year with a purchase after the third year.

Useful Website Links:
- Self-Assessment of FD Operations: April 2015
- FY21-FY26 CIP page

Notes of Changes in Funding Plan from FY22-27 CIP:



Vehicles and Equipment: Vehicles

VE-07-FD-01: AMBULANCE REPLACEMENT PROGRAM

Department: Fire Department
Project Location: Station 2 (2010 Lafayette Rd)
Replacement or Purchase of Vehicle
Ongoing
O (ongoing or programmatic)
Reduce (will reduce Operating Costs)

Satisfy

Y
Y
Y

Description: This program is a regular replacement schedule for the City's ambulances. The 2014 Ambulance is scheduled for replacement in FY23. Funds include complete set-up including radio, lettering, striping, and equipment. 1/3 of the total cost of the vehicle is requested each year with a purchase after the third year.

Useful Website Links:
- Self-Assessment of FD Operations: April 2015
- FY21-FY26 CIP page

Notes of Changes in Funding Plan from FY22-27 CIP:

After City department heads submit their capital project requests, an Advisory Committee of the Planning Board meets with department representatives to review these requests. The Advisory Committee then evaluates and prioritizes each request and makes recommendations to the Planning Board.



The following factors are considered when prioritizing projects:

- **Project requirements** – Is the project required to meet legal, compliance, or regulatory requirements?
- **Timing** – How soon does the project need to be implemented to address the needs identified?
- **Strategic alignment** – To what extent is the project aligned with other city projects, policies, processes?
- **Public value** – How much value does the outcome of this project provide to the general public? How much public support is there for implementing this project?
- **Finance planning** – Is the project fundable in the time frame identified, are there available funding sources for this project?

The Finance Department incorporates the Advisory Committee's recommendations into a recommended Capital Improvement Plan which is reviewed and adopted by vote of the Planning Board in accordance with State statute. Finally, the Planning Board's adopted CIP is conveyed to the City Council for public hearing and adoption in accordance with City Charter requirements.

CIP Helpful Website Links

CityofPortsmouth.com

The City's Capital Improvement Plan, in-process, current and prior year versions, is found in the Planning Department's Page (PlanPortsmouth) under "Plans & Reports."

https://www.cityofportsmouth.com/planportsmouth/capital-improvement-plan

Citywide
• **Municipal Government Video Channel portsnh.co/youtube**
Finance Department
• **Current and Past Budget Documents portsnh.co/budgets** • **FY23 Annual Comprehensive Financial Report portsnh.co/acfr23** • **FY23 Popular Annual Financial Report (PAFR) portsnh.co/pafr23**
Planning Department
• **Capital Improvement Plan** portsnh.co/cip
Public Works Department – Highway Division
• **Citywide Projects Page portsnh.co/projects** • **Portsmouth Click N'Fix (Request DPW Maintenance Service) portsnh.co/clickfix**
Public Works Department – Water/Sewer/Stormwater Divisions
• **Water Homepage portsnh.co/water** • **Wastewater/Sewer Homepage** portsnh.co/sewer • **Stormwater Homepage** portsnh.co/stormwater
Public Works Department – Parking Division
• **Park Portsmouth** portsnh.co/parking







SECTION II: METHOD OF FINANCING

Capital improvement projects are funded from a variety of sources. These include General Fund (GF); Federal/State Grants; Bond or Lease; Revenues (Parking, Water and Sewer); State Revolving Loan Fund (SRF) and Public Private Partnerships (PPP).

General Fund – The most commonly used method of financing capital projects is through the use of the General Fund. The General Fund includes the money raised by the local property tax for a given year. When a project is funded with General Fund revenues, its entire cost is paid off within the year. The intent is to budget annually a certain amount from the General Fund (approximately 2% of previous FY General Fund total Budget) to address City priorities. If the City has the financial capacity to pay for a project in a given year, the cost to the taxpayer will generally be less than if bonded because there are no interest payments to be made. However, it does have the effect of lumping expenditures into one year, thereby giving a peak tax loading.

Grants – One source of grants is from other levels of government, for example, the Environmental Protection Agency, the NH Department of Health and Human Services, U.S. Housing and Urban Development, NH Department of Environmental Services, and the NH Department of Transportation. Generally, these Federal and State sources provide an outright grant or matching funds to go with locally raised funds. The City also pursues non-governmental private grants when applicable.

General Obligation Bonds – Bonds are used to finance major municipal capital projects. These are issued for a period of time generally extending from ten to twenty years during which time principal and interest payments are made. They are secured by the raising of property taxes. The time payment has the advantage of allowing the costs to be amortized over the life of the project and of allowing taxpayers to pay a smaller amount of the project's cost at a time. However, they do commit the City's resources over a long period of time and decrease the flexibility of how yearly revenues can be utilized. The City's bonding capacity is a limited resource. All projects that are to be bonded should meet minimum eligibility criteria and must have a life span at least equal to the bond life.

Revenues – The City has established two Enterprise Funds for Water and Sewer. The needs for these two divisions are met through the revenues raised from providing that particular service. Therefore, there is no impact on the City's tax rate. Additionally, the City has established a Parking and Transportation Fund (Special Revenue Fund). Revenues derived from the City's parking functions are transferred to this fund in order to operate the City's parking and traffic-related activities.

State Revolving Loan Fund – This is a program offered through the NH Department of Environmental Services for the purpose of providing low interest rate funding for approved water pollution control projects. State approval of applications does not bind the City to any of the individual projects but does lock into a low interest rate loan. Upon completion of projects, the loan becomes a serial bond payable by the City of Portsmouth Sewer or Water Fund to the State of NH. Payback is over a five-to-ten-year period and

Enterprise Revenues are utilized for that purpose. In addition, the City applies for State Aid Grant funding to assist in repaying SRF loans up to 30% of the total project cost.

Public Private Partnership – This method of financing involves joint funding of a particular project between the City and one or more private sector or non-governmental partners. This method is used for projects that will benefit the partners and help to minimize costs to local taxpayers.

Deciding on which method of financing should be selected for a given project is dependent on several factors. These include the cost of the project, its useful life, the eligibility of the project to receive funds from other than local taxes, long-term and short-term financial obligations of the City and a project's relative priority in terms of implementation. The Capital Improvement Plan seeks to maximize the potential benefits from all revenue sources.

Impact on Operating Budget

Description of box labeled “Impact on Operating Budget” is as follows:

1. **Reduce – Will Generate Revenue and/or Reduce Operating Costs**
   The project will either generate some revenue to offset expenses.

2. **Negligible – Will Increase Operating Costs by Less Than $5,000 per Year**
   The project will generate less than $5,001 per year in increased operating expenditures.

3. **Minimal – Will Increase Operating Costs by $5,001 to $50,000 per Year**
   The project will generate between $5,001 and $50,000 per year in increased operating expenditures.

4. **Moderate - Will Increase Operating Costs by $50,001 to $100,000 per Year**
   The project will generate between $50,001 and $100,000 per year in increased operating expenditures.

5. **High - Will Increase Operating Costs by $100,001 or More per Year**
   The project will generate $100,001 or more annually in increased operating expenditures.

Operating Budget Impact
FY 26-31 Capital Improvement Plan

The following projects will have an impact on operating budgets. All other Capital Projects will have negligible impact on operating budgets.

By Project:

Page	Project:											
II 30	VE-	24-	PD-	08	Police Body Cameras	FY 26	FY 27	FY 28	FY 29	FY 30	FY 31
					Personnel	75,000	78,750	82,688	86,822	91,163	95,721
					Operating	90,000	90,000	90,000	90,000	90,000	90,000
					Total	165,000	168,750	172,688	176,822	181,163	185,721
					An FTE will be needed to administer the program and cost of annual maintenance and data storage will be needed.						
II 33	BI-	15-	PD-	10	New Police Department Facility	FY 26	FY 27	FY 28	FY 29	FY 30	FY 31
					Personnel	0	0	0	0	48,000	50,400
					Operating	0	0	0	0	100,000	100,000
					Total	0	0	0	0	148,000	150,400
					By building a new Police Facility this project will increase utility costs due to the increased size along with a possible increase to custodian/maintenance costs						
II 54	BI-	19-	PW-	37	Prescott Park Master Plan	FY 26	FY 27	FY 28	FY 29	FY 30	FY 31
					Personnel	0	0	50,000	52,500	55,125	57,881
					Operating	0	0	30,000	30,000	30,001	30,002
					Total	0	0	80,000	82,500	85,126	87,883
					An increase to operating budgets for maintenance can be expected.						
II 62	BI-	20-	PW-	46	Level 2 (120/208 Volt Single Phase) and Level 3 (480 Volt Three Phase) EV Charging St	FY 26	FY 27	FY 28	FY 29	FY 30	FY 31
					Personnel	0	0	0	0	0	0
					Operating	0	0	0	0	0	0
					Total	0	0	0	0	0	0
					Any operating costs will be covered by revenue received						
II 63	BI-	26-	PW-	46A	New Parking Garage	FY 26	FY 27	FY 28	FY 29	FY 30	FY 31
					Personnel	0	0	0	0	0	0
					Operating	0	0	0	0	0	0
					Total	0	0	0	0	0	0
					A New Parking Garage, if built, would have an impact to the Parking Funds opaerating budget. At this time it unknown the timing of construction or the impacts to opareating budget						
II 74	IS-	21-	FI-	50	Financial Software Upgrade	FY 26	FY 27	FY 28	FY 29	FY 30	FY 31
					Personnel	0	0	0	0	0	0
					Operating	0	400,000	412,000	424,360	437,091	450,204
					Total	0	400,000	412,000	424,360	437,091	450,204

An annual Subscriptions-Based Information Technology Subscription will be needed.

Total CIP FY 26-31						
Personnel	75,000	78,750	132,688	139,322	194,288	204,002
Operating	90,000	490,000	532,000	544,360	657,092	670,206
Total	165,000	568,750	664,688	683,682	851,380	874,208

Capital Improvement Plan Summary FY26-FY31

CIP Book **Page** * Year is the Fiscal Year initially introduced in CIP not the first Fiscal Year Funded

		Type	*Year	Dept.	#		FY26 Distribution							FY27 to FY31 Schedule					
							GF	Enterprise	Bond/Lease	Federal/State	Other/Revenues	PPP	FY26	FY27	FY28	FY29	FY30	FY31	Total Cost
I. VEHICLES AND EQUIPMENT SCHEDULE																			
						VEHICLES													
		VE-	07-	FD-	01	Ambulance Replacement Program							$0		$435,000	$435,000	$435,000		$1,305,000
		VE-	25-	FD-	02	Vehicle Replacement - Marine #1							$0	$900,000					$900,000
		VE-	24-	FD-	03	Vehicle Replacement - Tower #5							$0		$1,700,000				$1,700,000
		VE-	24-	FD-	04	Vehicle Replacement - Fire Engine #6							$0			$800,000			$800,000
		VE-	25-	FD-	05	Vehicle Replacement - Fire Engine #3							$0				$800,000		$800,000
		VE-	26-	FD-	06	Vehicle Replacement - Fire Engine #1							$0					$800,000	$800,000
						EQUIPMENT													
II	29	VE-	18-	FD-	07	Personal Protective Clothing Replacement	$80,000						$80,000	$80,000			$80,000	$80,000	$320,000
II	30	VE-	24-	PD-	08	Police Body Cameras & Tasers				$65,334	$295,428		$360,762	$360,762	$360,762	$360,762	$342,724	$540,000	$2,325,772
						I. TOTAL VEHICLES AND EQUIPMENT SCHEDULE	**$80,000**	**$0**	**$0**	**$65,334**	**$295,428**	**$0**	**$440,762**	**$1,340,762**	**$2,495,762**	**$1,595,762**	**$1,657,724**	**$1,420,000**	**$8,950,772**

II. BUILDINGS AND INFRASTRUCTURE

		BI-	25-	FD-	09	Fire Station 1 - Roof Replacement							$0		$170,000				$170,000
II	33	BI-	15-	PD-	10	New Police Department Facility			$2,800,000				$2,800,000	$38,300,000					$41,100,000
II	34	BI-	07-	SC-	11	School Facilities Capital Improvements			$650,000				$650,000	$1,000,000	$500,000		$3,000,000		$5,150,000
II	36	BI-	08-	SC-	12	Elementary Schools Upgrade			$3,000,000				$3,000,000			$2,500,000			$5,500,000
II	37	BI-	25-	SC-	13	Renovation of Portsmouth Career and Technical Education Center							$0				$10,000,000		$10,000,000
II	38	BI-	26-	SC-	14	Elementary Schools Playground Upgrade	$100,000		$500,000			$25,000	$625,000	$600,000	$600,000				$1,825,000
II	39	BI-	17-	FI-	15	Permanent Records Storage Facilities	$25,000						$25,000	$100,000	$100,000	$100,000	$100,000	$100,000	$525,000
II	40	BI-	18-	FI-	16	Permanent/Historic Document Restoration, Preservation, and Scanning	$150,000						$150,000	$150,000	$150,000	$150,000	$150,000	$150,000	$900,000
II	41	BI-	24-	FI-	17	Disposition of Municipal Records	$25,000						$25,000	$25,000	$25,000	$25,000	$25,000	$25,000	$150,000
		BI-	25-	LI-	18	Historic Record Artifact Conservation, Storage Assessment, and Design							$0	$75,000					$75,000
II	42	BI-	25-	ED-	19	Public Art	$25,000						$25,000	$25,000	$25,000	$25,000	$25,000	$25,000	$150,000
		BI-	25-	HL-	20	Sheltering and Public Health Resources							$0	$150,000					$150,000
		BI-	95-	PL-	21	Land Acquisition							$0			$500,000			$500,000
II	43	BI-	24-	PL-	22	City of Portsmouth Master Plan Update	$75,000						$75,000						$75,000
II	44	BI-	26-	PL-	23	Municipal Building Audit - Implementation							$0	$500,000	$500,000				$1,000,000
II	45	BI-	26-	PL-	24	Solar/Battery Study and Opportunities	$50,000						$50,000						$50,000
II	46	BI-	26-	PL-	24A	MicroTransit Study				$100,000									
		BI-	23-	PL-	25	Bow Street Overlook							$0	$100,000					$100,000
		BI-	24-	RC-	26	Indoor Pool Facility Needs							$0	$50,000	$50,000	$612,420	$50,000	$50,000	$812,420
		BI-	24-	RC-	27	South Mill Pond Playground							$0			$900,000			$900,000
II	47	BI-	12-	RC-	28	Existing Outdoor Recreation Field and Facility Improvements	$150,000						$150,000	$150,000	$150,000	$150,000	$150,000	$150,000	$900,000
II	48	BI-	20-	RC-	29	Greenland Road Recreational Facility							$0						$0
		BI-	02-	PW-	30	Citywide Playground Improvements							$0	$85,000	$200,000		$10,000	$200,000	$495,000
II	49	BI-	15-	PW-	31	Leary Field - Restoration							$0						$0
II	50	BI-	25-	PW-	32	Peirce Island Recreation Improvements	$150,000						$150,000	$150,000	$150,000	$150,000	$150,000	$150,000	$900,000
II	51	BI-	15-	PW-	33	Outdoor Pool Aquatics Upgrade and Pool House							$0						$0

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													FY27 to FY31 Schedule					
II 52	BI-	23-	PW-	34	Community Campus Facility Needs	$200,000						**$200,000**	$200,000	$200,000	$200,000	$200,000	$200,000	**$1,200,000**
	BI-	02-	PW-	35	Citywide Park and Monument Improvements							**$0**	$100,000		$100,000		$100,000	**$300,000**
II 53	BI-	04-	PW-	36	Citywide Tree and Public Greenery Program	$40,000						**$40,000**	$60,000	$80,000	$100,000	$100,000	$100,000	**$480,000**
II 54	BI-	19-	PW-	37	Prescott Park Master Plan Implementation							**$0**						**$0**
II 55	BI-	11-	PW-	38	Prescott Park Existing Facilities Capital Improvements	$50,000						**$50,000**	$2,050,000	$50,000	$50,000	$50,000	$50,000	**$2,300,000**
II 56	BI-	21-	PW-	39	City Hall HVAC Improvements			$500,000				**$500,000**			$1,000,000			**$1,500,000**
	BI-	18-	PW-	40	Recycling and Solid Waste Transfer Station							**$0**			$7,575,000			**$7,575,000**
II 57	BI-	05-	PW-	41	Historic Cemetery Improvements	$40,000						**$40,000**	$40,000	$40,000	$40,000	$40,000	$40,000	**$240,000**
	BI-	15-	PW-	42	Citywide Retaining Walls Repairs and Improvements							**$0**	$50,000		$50,000		$50,000	**$150,000**
II 59	BI-	07-	PW/NH-	43	Sound Barriers in Residential Area Along I-95							**$0**	$100,000	$100,000	$100,000	$100,000	$100,000	**$500,000**
II 60	BI-	01-	PW-	44	Citywide Facilities Capital Improvements			$1,100,000				**$1,100,000**	$550,000	$550,000	$1,100,000	$550,000	$550,000	**$4,400,000**
	BI-	21-	PW-	45	Downtown Aerial Utilities Undergrounding							**$0**			$5,000,000			**$5,000,000**
II 62	BI-	20-	PW-	46	Level 2 (120/208 Volt Single Phase) and Level 3 (480 Volt Three Phase) EV Charging Stations				$100,000	$50,000		**$150,000**	$150,000	$150,000	$150,000	$150,000	$150,000	**$900,000**
II 63	BI-	26-	PW-	46A	New Parking Garage								$150,000					
II 64	BI-	24-	PW-	47	Mechanic Street Wharf/Pier							**$0**						**$0**
					II. TOTAL BUILDINGS AND INFRASTRUCTURE	**$1,080,000**	**$0**	**$8,550,000**	**$200,000**	**$50,000**	**$25,000**	**$9,805,000**	**$44,910,000**	**$3,790,000**	**$20,577,420**	**$14,850,000**	**$2,190,000**	**$95,972,420**
					III. INFORMATION SYSTEMS													**Total Cost**
II 67	IS-	06-	IT-	48	Information Technology Upgrades and Replacements					$666,250		**$666,250**	$596,750	$555,800	$837,750	$580,700	$674,170	**$3,911,420**
					(Funded through General Fund-Other General Non-Operating)													
II 73	IS-	24-	IT-	49	Cybersecurity Enhancements					$125,000		**$125,000**	$125,000	$125,000	$125,000	$125,000	$125,000	**$750,000**
					(Funded through General Fund-Other General Non-Operating)													
II 74	IS-	21-	FI-	50	Financial Software Upgrade			$1,000,000				**$1,000,000**						**$1,000,000**
II 75	IS-	26-	PD-	51	Public Safety Radio Communication System Replacement					$300,000		**$300,000**	$300,000	$300,000	$300,000	$300,000	$300,000	**$1,800,000**
					(Funded through General Fund-Other General Non-Operating)													
					III. TOTAL INFORMATION SYSTEMS	**$0**	**$0**	**$1,000,000**	**$0**	**$1,091,250**	**$0**	**$2,091,250**	**$1,021,750**	**$980,800**	**$1,262,750**	**$1,005,700**	**$1,099,170**	**$7,461,420**

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							FY26 Distribution							FY27 to FY31 Schedule					
							GF	Enterprise	Bond/Lease	Federal/State	Other/Revenues	PPP	FY26	FY27	FY28	FY29	FY30	FY31	Total Cost
IV. TRANSPORTATION SYSTEM MANAGEMENT																			
						PARKING													
II	77	TSM-	12-	PW-	52	Parking Lot Paving					$150,000		**$150,000**	$150,000	$150,000	$150,000	$150,000	$150,000	**$900,000**
II	78	TSM-	08-	PW-	53	Parking Meters					$50,000		**$50,000**	$50,000	$50,000	$50,000	$50,000	$50,000	**$300,000**
						BICYCLE/PEDESTRIAN													
		TSM-	15-	PL/NH-	54	Hampton Branch Rail Trail (NH Seacoast Greenway)							**$0**			$880,000			**$880,000**
II	79	TSM-	15-	PL-	55	Bicycle/Pedestrian Plan Implementation					$50,000		**$50,000**	$50,000	$50,000	$50,000	$50,000	$50,000	**$300,000**
		TSM-	21-	PL-	56	Market Street Sidepath							**$0**			$160,000	$2,000,000		**$2,160,000**
		TSM-	08-	PL/NH-	57	US Route 1 New Sidepath Construction							**$0**	$295,000	$1,000,000				**$1,295,000**
		TSM-	16-	PL/NH-	58	US Route 1 Crosswalks and Signals							**$0**	$135,000	$135,000				**$270,000**
II	80	TSM-	16-	PL-	59	Elwyn Park Traffic Calming and Pedestrian Movements			$1,500,000				**$1,500,000**		$3,000,000		$3,000,000		**$7,500,000**
		TSM-	25-	PW-	60	Constitution Avenue Multi-Use Path							**$0**		$1,200,000				**$1,200,000**
		TSM-	08-	PW-	61	Wayfinding System							**$0**					$350,000	**$350,000**
		TSM-	21-	PW-	62	Greenland Road/Middle Road Corridor Bicycle/Pedestrian Improvements							**$0**	$300,000		$1,000,000			**$1,300,000**
II	81	TSM-	15-	PW-	63	Market Square Upgrade			$500,000				**$500,000**		$1,000,000		$1,000,000		**$2,500,000**
II	82	TSM-	95-	PW-	64	Citywide Sidewalk Reconstruction Program			$800,000				**$800,000**		$800,000		$800,000		**$2,400,000**
						INTERSECTION/SIGNALS													
II	84	TSM-	10-	PW-	65	Citywide Traffic Signal Upgrade Program	$100,000						**$100,000**	$100,000	$100,000	$100,000	$100,000	$100,000	**$600,000**
II	85	TSM-	11-	PW-	66	Citywide Intersection Improvements	$100,000						**$100,000**	$100,000	$100,000	$100,000	$100,000	$100,000	**$600,000**
II	86	TSM-	16-	PL/NH-	67	Russell/Market Intersection Upgrade				$1,159,839			**$1,159,839**						**$1,159,839**
						BRIDGES													
II	87	TSM-	18-	PW-	68	Citywide Bridge Improvements	$50,000						**$50,000**	$50,000	$50,000	$50,000	$50,000	$50,000	**$300,000**
II	88	TSM-	08-	PW/NH-	69	Cate Street Bridge Replacement			$415,000	$1,335,000			**$1,750,000**						**$1,750,000**
						ROADWAY													
II	89	TSM-	20-	PW-	70	Coakley-Borthwick Connector Roadway			$1,240,000				**$1,240,000**						**$1,240,000**
II	90	TSM-	21-	PW-	71	Traffic Calming					$50,000		**$50,000**	$50,000	$50,000	$50,000	$50,000	$50,000	**$300,000**
II	91	TSM-	94-	PW-	72	Street Paving, Management, and Rehabilitation			$4,000,000				**$4,000,000**		$4,000,000		$4,000,000		**$12,000,000**
II	93	TSM-	11-	PW-	73	Pease International Tradeport Roadway Rehabilitation			$500,000				**$500,000**		$1,000,000		$1,000,000		**$2,500,000**
		TSM-	15-	PW-	74	Junkins Avenue Improvements							**$0**		$150,000	$1,100,000			**$1,250,000**
		TSM-	20-	PW-	75	Pinehurst Road Improvements							**$0**						**$0**
		TSM-	20-	PW-	76	Madison Street Roadway Improvements							**$0**			$500,000			**$500,000**
II	95	TSM-	25-	PW-	77	State Street Two-Way Redesign	$50,000						**$50,000**						**$50,000**
						IV. TOTAL TRANSPORTATION SYSTEM MANAGEMENT	**$300,000**	**$0**	**$8,955,000**	**$2,494,839**	**$300,000**	**$0**	**$12,049,839**	**$1,280,000**	**$12,835,000**	**$4,190,000**	**$12,350,000**	**$900,000**	**$43,604,839**

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						FY26 Distribution							FY27 to FY31 Schedule					
	Type	*Year	Dept.	#		GF	Enterprise	Bond/Lease	Federal/State	Other/Revenues	PPP	FY26	FY27	FY28	FY29	FY30	FY31	Total Cost
V. ENTERPRISE FUNDS																		
Water																		
II	97	EF-	02-	WD-	78	**Annual Water Line Replacement**			$1,500,000				**$1,500,000**	$750,000	$1,500,000	$750,000	$1,500,000	$750,000	**$6,750,000**
II	98	EF-	08-	WD-	79	**Well Stations Improvements**			$200,000				**$200,000**	$1,000,000					**$1,200,000**
II	99	EF-	15-	WD-	80	**Reservoir Management**							**$0**	$1,000,000					**$1,000,000**
II	100	EF-	22-	WD-	81	**Water Storage Tanks Improvements**			$5,000,000				**$5,000,000**		$2,000,000			$10,000,000	**$17,000,000**
II	101	EF-	24-	WD-	82	**Greenland Well Treatment**			$2,000,000				**$2,000,000**						**$2,000,000**
II	102	EF-	18-	WD-	83	**Water Transmission Main Replacement**							**$0**	$12,000,000					**$12,000,000**
II	103	EF-	22-	WD-	84	**Madbury Water Treatment Plant - Facility Repair and Improvements**							**$0**	$150,000	$1,000,000		$1,000,000		**$2,150,000**
						Water Subtotals:	**$0**	**$0**	**$8,700,000**	**$0**	**$0**	**$0**	**$8,700,000**	**$14,900,000**	**$4,500,000**	**$750,000**	**$2,500,000**	**$10,750,000**	**$42,100,000**
Sewer																		
II	105	EF-	12-	SD-	85	**Annual Sewer Line Replacement**			$1,500,000				**$1,500,000**		$1,500,000		$1,500,000		**$4,500,000**
II	106	EF-	23-	SD-	86	**Wastewater Reuse at Pease Wastewater Treatment Facility**							**$0**						**$0**
		EF-	16-	SD-	87	**Long-Term Control Plan Related Projects**							**$0**			$1,000,000	$1,000,000	$1,000,000	**$3,000,000**
		EF-	17-	SD-	88	**Wastewater Pumping Station Improvements**							**$0**	$500,000		$500,000		$750,000	**$1,750,000**
II	107	EF-	22-	SD-	89	**Sewer Service Funding for Sagamore Avenue Area Sewer Extension**			$365,000				**$365,000**	$365,000	$365,000				**$1,095,000**
II	108	EF-	13-	SD-	90	**Mechanic Street Pumping Station Upgrade**							**$0**	$20,100,000					**$20,100,000**
II	109	EF-	24-	SD-	91	**Peirce Island Wastewater Treatment Facility**			$1,500,000				**$1,500,000**	$1,500,000					**$3,000,000**
						Sewer Subtotals:	**$0**	**$0**	**$3,365,000**	**$0**	**$0**	**$0**	**$3,365,000**	**$22,465,000**	**$1,865,000**	**$1,500,000**	**$2,500,000**	**$1,750,000**	**$33,445,000**
						V. TOTAL ENTERPRISE FUNDS	**$0**	**$0**	**$12,065,000**	**$0**	**$0**	**$0**	**$12,065,000**	**$37,365,000**	**$6,365,000**	**$2,250,000**	**$5,000,000**	**$12,500,000**	**$75,545,000**

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VI. COMBINED FUNDING PROJECTS (General Fund-Water Fund-Sewer Fund)

					FY26 Distribution							**FY27 to FY31 Schedule**					
					GF	**Enterprise**	**Bond/Lease**	**Federal/State**	**Other/Revenues**	**PPP**	**FY26**	**FY27**	**FY28**	**FY29**	**FY30**	**FY31**	
II	111	COM- 20- PW- 92	**Fleet Street Utilities Upgrade and Streetscape**														
			General Government			$2,000,000				**$2,000,000**						**$2,000,000**
			Water Fund			$2,000,000				**$2,000,000**						**$2,000,000**
			Sewer Fund			$2,000,000				**$2,000,000**						**$2,000,000**
			Total Project	**$0**	**$0**	**$6,000,000**	**$0**	**$0**	**$0**	**$6,000,000**	$0	$0	$0	$0	$0	**$6,000,000**
II	113	COM- 15- PW- 93	**Citywide Storm Drainage Improvements**														
			General Government			$1,000,000				**$1,000,000**	$500,000	$500,000	$500,000	$500,000	$500,000	**$3,500,000**
			Water Fund							**$0**						**$0**
			Sewer Fund			$1,000,000				**$1,000,000**	$500,000	$500,000	$500,000	$500,000	$500,000	**$3,500,000**
			Total Project	**$0**	**$0**	**$2,000,000**	**$0**	**$0**	**$0**	**$2,000,000**	$1,000,000	$1,000,000	$1,000,000	$1,000,000	$1,000,000	**$7,000,000**
II	115	COM- 23- PW- 94	**Chapel Street**														
			General Government							**$0**						**$0**
			Water Fund			$750,000				**$750,000**						**$750,000**
			Sewer Fund			$750,000				**$750,000**						**$750,000**
			Total Project	**$0**	**$0**	**$1,500,000**	**$0**	**$0**	**$0**	**$1,500,000**	$0	$0	$0	$0	$0	**$1,500,000**
II	117	COM- 22- PW- 95	**The Creek Neighborhood Reconstruction**														
			General Government							**$0**	$800,000		$1,000,000		$1,000,000	**$2,800,000**
			Water Fund							**$0**	$800,000		$1,000,000		$1,000,000	**$2,800,000**
			Sewer Fund							**$0**	$800,000		$1,000,000		$1,000,000	**$2,800,000**
			Total Project	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	$2,400,000	$0	$3,000,000	$0	$3,000,000	**$8,400,000**
II	119	COM- 25- PW- 96	**Lafayette Park and Monroe Street Drainage Improvements**														
			General Government							**$0**		$75,000	$1,000,000			**$1,075,000**
			Water Fund							**$0**						**$0**
			Sewer Fund		$250,000	$1,500,000				**$1,750,000**						**$1,750,000**
			Total Project	**$0**	**$250,000**	**$1,500,000**	**$0**	**$0**	**$0**	**$1,750,000**	$0	$75,000	$1,000,000	$0	$0	**$2,825,000**
			TOTAL COMBINED FUNDING PROJECTS (General Fund-Water Fund-Sewer Fund)														
			General Government	$0	$0	$3,000,000	$0	$0	$0	**$3,000,000**	$1,300,000	$575,000	$2,500,000	$500,000	$1,500,000	**$9,375,000**
			Water Fund	$0	$0	$2,750,000	$0	$0	$0	**$2,750,000**	$800,000	$0	$1,000,000	$0	$1,000,000	**$5,550,000**
			Sewer Fund	$0	$250,000	$5,250,000	$0	$0	$0	**$5,500,000**	$1,300,000	$500,000	$1,500,000	$500,000	$1,500,000	**$10,800,000**
			Total Project	**$0**	**$250,000**	**$11,000,000**	**$0**	**$0**	**$0**	**$11,250,000**	$3,400,000	$1,075,000	$5,000,000	$1,000,000	$4,000,000	**$25,725,000**

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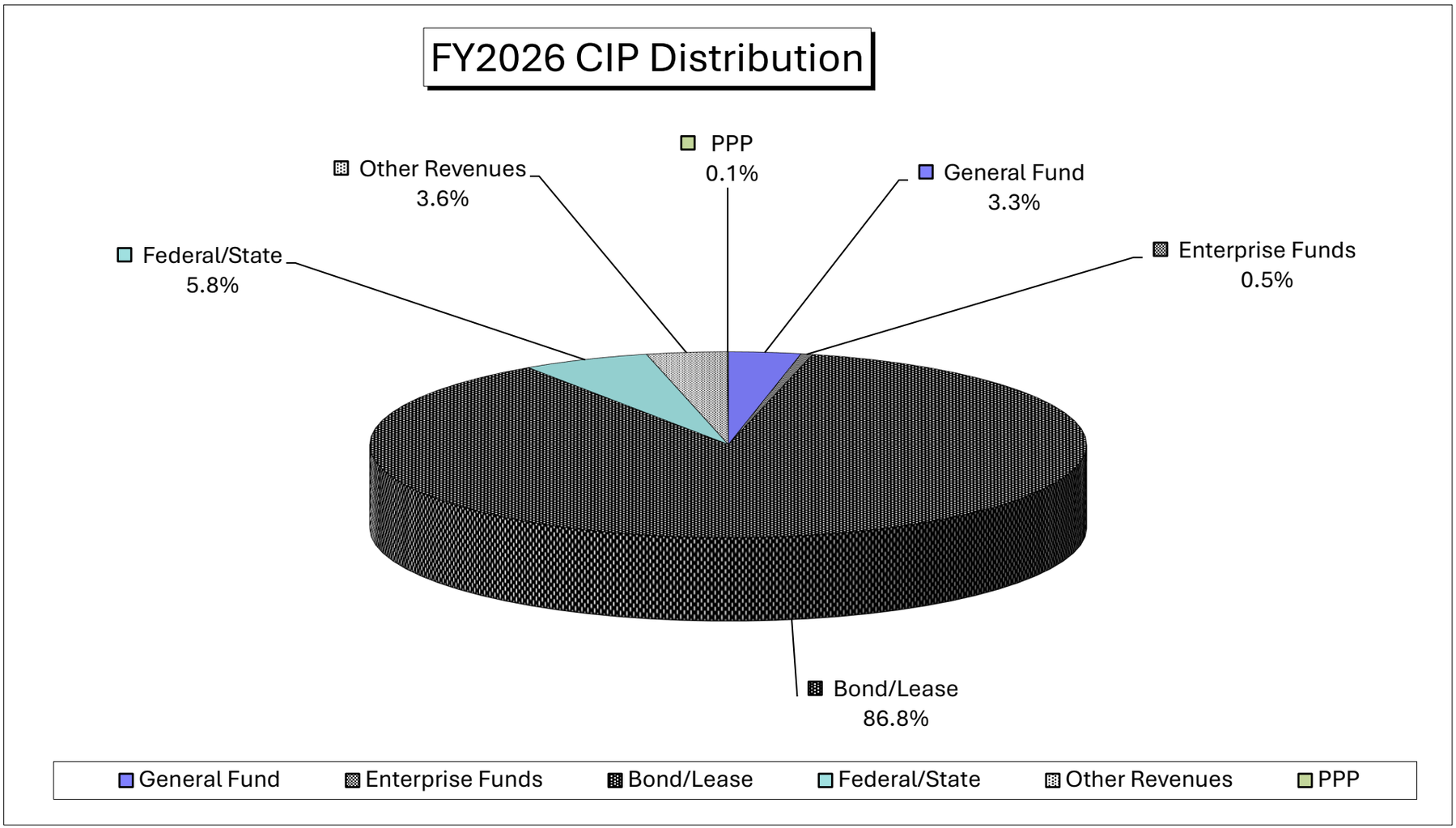
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		FY26 Distribution							FY27 to FY31 Schedule					
		GF	Enterprise	Bond/Lease	Federal/State	Other/Revenues	PPP	FY26	FY27	FY28	FY29	FY30	FY31	
SUMMARY	**TOTALS BY SECTION**													
I.	VEHICLES AND EQUIPMENT	$80,000	$0	$0	$65,334	$295,428	$0	**$440,762**	$1,340,762	$2,495,762	$1,595,762	$1,657,724	$1,420,000	**$8,950,772**
II.	BUILDINGS AND INFRASTRUCTURE	$1,080,000	$0	$8,550,000	$200,000	$50,000	$25,000	**$9,905,000**	$44,910,000	$3,790,000	$20,577,420	$14,850,000	$2,190,000	**$96,222,420**
III.	INFORMATION SYSTEMS	$0	$0	$1,000,000	$0	$1,091,250	$0	**$2,091,250**	$1,021,750	$980,800	$1,262,750	$1,005,700	$1,099,170	**$7,461,420**
IV	TRANSPORTATION SYSTEM MANAGEMENT	$300,000	$0	$8,955,000	$2,494,839	$300,000	$0	**$12,049,839**	$1,280,000	$12,835,000	$4,190,000	$12,350,000	$900,000	**$43,604,839**
V	ENTERPRISE FUNDS	$0	$0	$12,065,000	$0	$0	$0	**$12,065,000**	$37,365,000	$6,365,000	$2,250,000	$5,000,000	$12,500,000	**$75,545,000**
VI	COMBINED FUNDING PROJECTS	$0	$250,000	$11,000,000	$0	$0	$0	**$11,250,000**	$3,400,000	$1,075,000	$5,000,000	$1,000,000	$4,000,000	**$25,725,000**
	CAPITAL CONTINGENCY	$100,000	$0	$0	$0	$0	$0	**$100,000**	$100,000	$100,000	$100,000	$100,000	$100,000	**$600,000**
	TOTALS	**$1,560,000**	**$250,000**	**$41,570,000**	**$2,760,173**	**$1,736,678**	**$25,000**	**$47,901,851**	**$89,417,512**	**$27,641,562**	**$34,975,932**	**$35,963,424**	**$22,209,170**	**$258,109,451**
	TOTALS BY FUNDING TYPE:													
	GOVERNMENTAL FUNDS	$1,560,000	$0	$21,505,000	$2,760,173	$1,736,678	$25,000	**$27,586,851**	$49,952,512	$20,776,562	$30,225,932	$30,463,424	$7,209,170	**$166,214,451**
	WATER FUND	$0	$0	$11,450,000	$0	$0	$0	**$11,450,000**	$15,700,000	$4,500,000	$1,750,000	$2,500,000	$11,750,000	**$47,650,000**
	SEWER FUND	$0	$250,000	$8,615,000	$0	$0	$0	**$8,865,000**	$23,765,000	$2,365,000	$3,000,000	$3,000,000	$3,250,000	**$44,245,000**
	TOTAL BY FUNDING TYPE	**$1,560,000**	**$250,000**	**$41,570,000**	**$2,760,173**	**$1,736,678**	**$25,000**	**$47,901,851**	**$89,417,512**	**$27,641,562**	**$34,975,932**	**$35,963,424**	**$22,209,170**	**$258,109,451**

Other/Revenue

Police Body Cameras & Tasers	$295,428
Percent for Art	$0
Indoor Pool	$0
IT Upgrades/Replacements	$1,091,250
Parking Capital Outlay	$350,000
Total Other/Revenue	**$1,736,678**



	General Fund	Enterprise Funds	Bond/Lease	Federal/State	Other Revenues	PPP	Totals
Amount	$1,560,000	$250,000	$41,570,000	$2,760,173	$1,736,678	$25,000	$47,901,851
% of Total	3.3%	0.5%	86.8%	5.8%	3.6%	0.1%	

General Fund - Capital Outlay
Six Year Funding History and Proposed FY2026 Funding
Capital Improvement Plan FY2026-FY2031

PAGE		FY20	FY21	FY22	FY23	FY24	FY25	Total FY20-FY25 (6 Prior years)	City Council Adopted 12/2/2024	City Manager Adjusted	City Manager Recommended FY26
I. VEHICLES AND EQUIPMENT SCHEDULE (VE)											
II 29	Personal Protective Clothing Replacement	$60,000	$0	$0	$0	$0	$70,000	**$130,000**	**$80,000**		**$80,000**
	In-Cruiser and Handheld Radars						$53,000	**$53,000**	**$0**		**$0**
	Self Contained Breathing Apparatus (SCBA) Replacement Program				$0	$185,000	$0	**$185,000**	**$0**		**$0**
	Brine Equipment					$55,000	$0	**$55,000**	**$0**		**$0**
	Hydraulic Rescue Tool Replacement	$0	$30,000	$30,000	$0	$0	$0	**$60,000**	**$0**		**$0**
	Emergency Generator Replacement - Station 1	$100,000	$0	$0	$0	$0	$0	**$100,000**	**$0**		**$0**
	Total Vehicles and Equipment	**$160,000**	**$30,000**	**$30,000**	**$0**	**$240,000**	**$123,000**	$583,000	**$80,000**	**$0**	**$80,000**
II 38	Elementary School Playground Upgrade							**$0**	**$100,000**		**$100,000**
II 39	Permanent Records Storage Facilities	$50,000	$0	$50,000	$0		$0	**$100,000**	**$100,000**	**-$75,000**	**$25,000**
II 40	Permanent/Historic Document Restoration, Preservation and Scanning	$100,000	$0	$50,000	$100,000	$50,000	$100,000	**$400,000**	**$150,000**		**$150,000**
II 41	Disposition of Municipal Records	$0	$0	$0	$0	$25,000	$25,000	**$50,000**	**$25,000**		**$25,000**
II 42	Public Art						$25,000	**$25,000**	**$25,000**		**$25,000**
II 43	City of Portsmouth Master Plan Update					$150,000	$0	**$150,000**	**$150,000**	**-$75,000**	**$75,000**
II 45	Solar/Battery Study and Opportunities							**$0**	**$50,000**		**$50,000**
II 47	Existing Outdoor Recreation Field and Facility Improvements	$150,000	$0	$0	$0	$75,000	$50,000	**$275,000**	**$150,000**		**$150,000**
II 50	Pierce Island Recreation Improvements						$0	**$0**	**$150,000**		**$150,000**
II 52	Community Campus Facility Needs				$100,000	$200,000	$50,000	**$350,000**	**$200,000**		**$200,000**
II 53	Citywide Trees and Public Greenery Program	$20,000	$10,000	$20,000	$0	$20,000	$20,000	**$90,000**	**$40,000**		**$40,000**
II 54	Prescott Park Facilities Capital Improvements	$125,000	$0	$50,000	$0	$50,000	$100,000	**$325,000**	**$50,000**		**$50,000**
II 57	Historic Cemetery Improvements	$25,000	$0	$0	$40,000	$40,000	$40,000	**$145,000**	**$40,000**		**$40,000**
	Bow Street Overlook				$50,000			**$50,000**	**$0**		**$0**
	Citywide Park and Monument Improvements	$100,000	$0	$0	$200,000	$50,000	$50,000	**$400,000**	**$0**		**$0**
	Citywide Playground Improvements	$100,000	$0	$0	$50,000	$75,000		**$225,000**	**$0**		**$0**
	Additional Outdoor Recreation Fields					$100,000		**$100,000**	**$0**		**$0**
	Diversity, Equity, and Inclusion Strategic Plan			$25,000	$0			**$25,000**	**$0**		**$0**
	Elementary Schools Upgrade		$200,000	$0	$0			**$200,000**	**$0**		**$0**
	Emergency Response Shelter	$50,000	$0	$0	$0			**$50,000**	**$0**		**$0**
	Fire Station Security Upgrade	$0	$0	$0	$0	$20,000	$150,000	**$170,000**	**$0**		**$0**
	Groundwater Study to Identify Impacts						$50,000	**$50,000**	**$0**		**$0**
	Historic District Guidelines Part 2						$50,000	**$50,000**	**$0**		**$0**
	Historic Records Artifact Conservation and Storage Assessment						$150,000	**$150,000**	**$0**		**$0**
	Implementation of the Peirce Island Master Plan	$25,000	$0	$0	$0			**$25,000**	**$0**		**$0**

General Fund - Capital Outlay
Six Year Funding History and Proposed FY2026 Funding
Capital Improvement Plan FY2026-FY2031

PAGE		FY20	FY21	FY22	FY23	FY24	FY25	Total FY20-FY25	City Council Adopted 12/2/2024	City Manager Adjusted	City Manager Recommended FY26
	Indoor Pool Facility Needs						$32,500	**$32,500**	**$0**		**$0**
	Land Acquisition	$25,000	$0	$0	$0			**$25,000**	**$0**		**$0**
	Leary Field - Bleachers/Grandstands						$50,000	**$50,000**	**$0**		**$0**
	Library Furniture - Seating		$25,000	$0	$0			**$25,000**	**$0**		**$0**
	McIntyre Federal Office Building Redevelopment	$25,000	$25,000	$25,000	$0			**$75,000**	**$0**		**$0**
	PHA Court Street Project Driveway			$82,000	$0			**$82,000**	**$0**		**$0**
	PHA Court Street Project Electrical Infrastructure		$120,000	$0	$0			**$120,000**	**$0**		**$0**
	Prescott Park Master Plan Implementation			$125,000	$0			**$125,000**	**$0**		**$0**
	Recycling and Solid Waste Transfer Station	$250,000	$0	$0	$0			**$250,000**	**$0**		**$0**
	Sound Barriers in Residential Area Along I-95	$0	$100,000	$0	$0		$0	**$100,000**	**$0**		**$0**
	Station 1 Overhead Door		$0	$100,000	$0			**$100,000**	**$0**		**$0**
	Trail Development Projects				$25,000	$25,000		**$50,000**	**$0**		**$0**
	Vaughan-Worth Bridge Strategic Vision Development	$25,000	$25,000	$0	$0			**$50,000**	**$0**		**$0**
	Total Buildings and Infrastructure	**$1,070,000**	**$505,000**	**$527,000**	**$565,000**	**$880,000**	**$942,500**	**$4,389,500**	**$1,230,000**	**-$150,000**	**$1,080,000**

General Fund - Capital Outlay
Six Year Funding History and Proposed FY2026 Funding
Capital Improvement Plan FY2026-FY2031

PAGE			FY20	FY21	FY22	FY23	FY24	FY25	Total FY20-FY25	City Council Adopted 12/2/2024	City Manager Adjusted	City Manager Recommended FY26
II	84	Citywide Traffic Signal Upgrade Program	$100,000	$100,000		$160,000	$100,000	$100,000	**$560,000**	**$100,000**		**$100,000**
II	85	Citywide Intersection Improvements	$100,000	$0		$0	$100,000	$100,000	**$300,000**	**$100,000**		**$100,000**
II	87	Citywide Bridge Improvements	$150,000	$0	$50,000	$0		$100,000	**$300,000**	**$50,000**		**$50,000**
II	95	State Street Two-Way Redesign							**$0**	**$50,000**		**$50,000**
		US Route 1 New Side Path Construction			$130,000	$0			**$130,000**	**$0**		**$0**
		Greenland Road/Middle Road Corridor Traffic Calming and Bike/Ped Improvements			$50,000	$0			**$50,000**	**$0**		**$0**
		Railroad Crossings						$172,500	**$172,500**	**$0**		**$0**
		Cate Street Connector		$366,000		$0			**$366,000**	**$0**		**$0**
		Elwyn Road Sidepath	$0	$170,000		$0			**$170,000**	**$0**		**$0**
		Elwyn Road Sidewalk Extension	$30,000	$0		$0			**$30,000**	**$0**		**$0**
		Market Square Upgrade					$100,000		**$100,000**	**$0**		**$0**
		PHA Court St. Pedestrian and Park Improvements			$173,000	$0			**$173,000**	**$0**		**$0**
		Traffic Calming (formerly) South St. at Middle Rd. Pedestrian Accommodations & Traffic Calming			$20,000	$100,000	$300,000		**$420,000**	**$0**		**$0**
		Trail Development Projects	$0	$5,000	$0	$0			**$5,000**	**$0**		**$0**
Total Transportation Management			**$380,000**	**$641,000**	**$423,000**	**$260,000**	**$600,000**	**$472,500**	**$2,776,500**	**$300,000**	**$0**	**$300,000**

General Fund - Capital Outlay
Six Year Funding History and Proposed FY2026 Funding
Capital Improvement Plan FY2026-FY2031

PAGE		FY20	FY21	FY22	FY23	FY24	FY25	Total FY20-FY25	City Council Adopted 12/2/2024	City Manager Adjusted	City Manager Recommended FY26
VI. COMBINED FUNDING PROJECTS (General Fund, Water Fund, and Sewer Fund)											
	Citywide Storm Drainage Improvements	$100,000.00	$100,000	$100,000	$0	$0	$0	**$300,000**			**$0**
	Edmond Avenue				$60,000			**$60,000**			**$0**
	Total Combined Fund Projects	**$100,000**	**$100,000**	**$100,000**	**$60,000**	**$0**	**$0**	$360,000	**$0**	**$0**	**$0**
SUMMARY											
	TOTALS BY SECTION										
I.	EQUIPMENT AND VEHICLE SCHEDULE	$160,000	$30,000	$30,000	$0	$240,000	$123,000	**$583,000**	$80,000	$0	$80,000
II.	BUILDING AND INFRASTRUCTURE	$1,070,000	$505,000	$527,000	$565,000	$880,000	$942,500	**$4,389,500**	$1,230,000	-$150,000	$1,080,000
IV.	TRANSPORTATION SYSTEM MANAGEMENT	$380,000	$641,000	$423,000	$260,000	$600,000	$472,500	**$2,776,500**	$300,000	$0	$300,000
VI.	COMBINED FUNDING PROJECTS	$100,000	$100,000	$100,000	$60,000	$0	$0	**$360,000**	$0	$0	$0
V.	CAPITAL CONTINGENCY	$100,000	$0	$0	$100,000	$100,000	$100,000	**$400,000**	$100,000	$0	$100,000
	TOTAL	**$1,810,000**	**$1,276,000**	**$1,080,000**	**$985,000**	**$1,820,000**	**$1,638,000**	$8,509,000	**$1,710,000**	**-$150,000**	**$1,560,000**

	FY20	FY21	FY22	FY23	FY24	FY24				
Fiscal Year	FY19	FY20	FY21	FY22	FY23	FY24		FY25		FY25
Budget	**$114,295,207**	**$118,638,630**	**$119,115,338**	**$126,425,033**	**$132,424,911**	**$138,623,375**	Average	$144,861,347		$144,861,347
Percentage of previous FY Budget	1.58%	1.08%	0.91%	0.78%	1.37%	1.18%	1.15%	1.18%		1.08%
				6 yr total	$8,609,000	$8,609,000				
				ave	$1,434,833	$1,434,833				

I. VEHICLES AND EQUIPMENT



VE-18-FD-07: Personal Protective Clothing Replacement

Department		Fire Department
Project Location		Fire Station 1, Station 2 and Station 3
Priority		A (needed within 0 to 3 years)
Impact on Operating Budget		Reduce (will reduce operating costs)
Operating Budget Impact Details	**Personnel**	N/A
	Dept. Budget	Reduce
Funding Policies	**Percent for Art**	N/A
	Green Building	N/A



Description: This project will continue the practice of replacing personal protective clothing every five (5) years so that all personnel have a primary and secondary set of structural firefighting gear that is no more than ten (10) years old as required by NFPA 1851. Best practices of firefighter cancer prevention allows each firefighter to have a secondary set of gear so that an acutely soiled set can be cleaned while the firefighter remains on duty and in service.

Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	Y
	Addresses a Public Health or Safety Need	Y
	Alleviates Substandard Conditions or Deficiencies	Y
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	Y
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	
	Improves Quality of or Provides Added Capacity to Existing Services	
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	

Studies Identified & Useful Website Links:

- Fire Department Webpage
- FY25-FY30 CIP (Prior Year) Project Sheet

Notes of Changes in Funding Plan from FY25-30 CIP:

This project was moved up to provide the remaining 2/3 of force with PFAS free protective clothing

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 25-30	6 PY's Funding	Totals
GF	80%	$80,000	$80,000			$80,000	$80,000	$320,000	$250,000	$570,000
Fed/ State (ARPA)	20%							$0	$140,000	$140,000
Bond/ Lease	0%							$0	$0	$0
Other	0%							$0	$0	$0
Revenues	0%							$0	$0	$0
PPP	0%							$0	$0	$0
	Totals	$80,000	$80,000	$0	$0	$80,000	$80,000	$320,000	$390,000	$710,000

VE-25-PD-08: Police Body Cameras & Tasers

Department		Police Department
Project Location		Police Department (Junkins Avenue)
Priority		A (needed within 0 to 3 years)
Impact on Operating Budget		Minimal ($5,002 to $50,000)
Operating Budget Impact Details	**Personnel**	Bodycams may require additional staff time (will assess after implementation)
	Dept. Budget	N/A
Funding Policies	**Percent for Art**	N/A
	Green Building	N/A

Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	
	Addresses a Public Health or Safety Need	Y
	Alleviates Substandard Conditions or Deficiencies	
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	Y





Description: In FY24 the Police Commission, with City Council support, voted to move forward with a body camera program and contract. This decision conforms to the Governor's Commission on Law Enforcement Accountability (LEACT) and fulfills a commitment, adopted by the Commission, from the Portsmouth Resident Advocacy Group set of recommendations to "improve police practices." After a thorough evaluation, a vendor was chosen.

In addition to the body camera program, the department submitted for Taser replacements in FY24. The improvements to this technology comes at a significant cost increase, since the last edition purchased.

The vendor chosen for the body cameras is also a sole source provider for Tasers. As a result, a "bundled" contract for both equipment items is reflected below over five fiscal years. Note: a 1% payment, to hold the pricing, was made in FY24 from GF. In FY31 a new contract will be negotiated.

Studies Identified & Useful Website Links:

- "Improving Police Department Practices" October 13, 2021
- Portsmouth Police Department Homepage
- FY25-FY30 CIP (Prior Year) Project Sheet

Notes of Changes in Funding Plan from FY25-30 CIP:

Body Cameras and Tasers projects have been combined into one project (FY25 CIP #VE-25-PD-09 Combined with this project). The terms of the FY25 funding approved as part of the budget process was altered at the 6-17-24 City Council meeting to the funding shown below. $18,038.12 was also paid out of FY24 as a 1.0% deposit.

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	0%							$0	$0	$0
Fed/ State	8%	$65,334	$65,334	$65,332				$196,000	$0	$196,000
Bond/ Lease	0%							$0	$0	$0
Other (Non-Operating)	92%	$295,428	$295,428	$295,430	$360,762	$342,724	$540,000	$2,129,772	$0	$2,129,772
Revenues	0%							$0	$0	$0
PPP	0%							$0	$0	$0
	Totals	$360,762	$360,762	$360,762	$360,762	$342,724	$540,000	$2,325,772	$0	$2,325,772

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II. BUILDINGS AND INFRASTRUCTURE

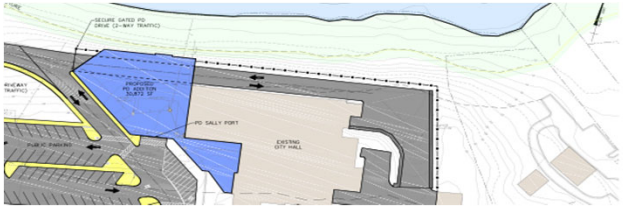


BI-15-PD-10: New Police Department Facility

Department		Police Department
Project Location		To Be Determined
Priority		A (needed within 0 to 3 years)
Impact on Operating Budget		High ($100,001 or more)
Operating Budget Impact Details	**Personnel**	2 Additional Custodial Staff
	Budget	Budget increases to run the new facility (electricity, heating, cooling of additional square footage)
Funding Policies	**Percent for Art**	Yes
	Green Building	Yes

Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	Y
	Addresses a Public Health or Safety Need	
	Alleviates Substandard Conditions or Deficiencies	Y
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	Y
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	Y



Description: The results of the space needs study conducted in FY14 determined the current Police facility no longer meets the needs of the Department. This project would fund the design and construction of a new facility after a site selection study and conceptual design are complete.

As of November 2024, of the $4.2 million in prior Fiscal Year Funding, $1,400,000 was approved in the CIP to fund the preliminary designs once prospective sites were chosen, these monies have been authorized for bonding. The $2,800,000 was allocated in FY23 to complete the pre-construction process but has not been authorized.

Note: The cost estimates provided are based on those provided in a prior study and the pricing is escalated to the FY24 estimated rates.

Studies Identified & Useful Website Links:

- Portsmouth Community Policing Facility
- Police Department Facility Study
- Portsmouth Police Department Homepage
- FY25-FY30 CIP (Prior Year) Project Sheet

Notes of Changes in Funding Plan from FY25-30 CIP:

Project kept in the CIP from FY25 due to potential changes in project scope, Prior Year $2.8 funding shown in FY26, as it has not been authorized. $38,000,000 moved to FY27 to reflect projected timeline. Percent for Art funds added for FY27.

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	0%							$0	$0	$0
Fed/ State	0%							$0	$0	$0
Bond/ Lease	99%	$2,800,000	$38,000,000					$40,800,000	$1,400,000	$42,200,000
Other (% for Art)	1%		$300,000					$300,000	$0	$300,000
Revenues	0%							$0	$0	$0
PPP	0%							$0	$0	$0
	Totals	$2,800,000	$38,300,000	$0	$0	$0	$0	$41,100,000	$1,400,000	$42,500,000

BI-07-SC-11: School Facilities Capital Improvements

Department		School District
Project Location		District Wide
Priority		O (ongoing or programmatic)
Impact on Operating Budget		Minimal ($5,002 to $50,000)
Operating Budget Impact Details	**Personnel**	N/A
	Dept. Budget	Air handling upgrade costs
Funding Policies	**Percent for Art**	N/A
	Green Building	Yes



Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	
	Addresses a Public Health or Safety Need	Y
	Alleviates Substandard Conditions or Deficiencies	Y
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	Y
	Reduces Long-Term Operating Costs	
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	Y

Description: The Portsmouth School Department has maintenance responsibilities for seven (7) buildings and the grounds that accompany them. These appropriations are used for buildings and grounds improvement projects including paving, roofing, energy efficiency upgrades, infrastructure replacement, and security enhancements. FY30 funding will support air handling upgrades in high school spaces impacted by State supported renovation of the CTE Center.

Studies Identified & Useful Website Links:

- Portsmouth School Department Homepage
- FY25-FY30 CIP (Prior Year) Project Sheet

Notes of Changes in Funding Plan from FY25-30 CIP:

Funding added to FY28 for District-wide paving and roof replacements and funding increased in FY30 from $1,000,000 to $3,000,000 to support air handling upgrades to areas adjacent to the CTE center.

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	0%							$0	$0	$0
Fed/ State	0%							$0	$0	$0
Bond/ Lease	100%	$650,000	$1,000,000	$500,000		$3,000,000		$5,150,000	$3,800,000	$8,950,000
Other	0%							$0	$0	$0
Revenues	0%							$0	$0	$0
PPP	0%							$0	$0	$0
	Totals	$650,000	$1,000,000	$500,000	$0	$3,000,000	$0	$5,150,000	$3,800,000	$8,950,000

BI-07-SC-11: SCHOOL FACILITIES CAPITAL IMPROVEMENTS

Facility/School	Improvement Project	FY26	FY27	FY28	FY29	FY30	FY31	Totals
District Wide	Paving / Exterior Lighting Improvements	$400,000	$200,000	$200,000				$800,000
District Wide	Roof Replacement	$250,000	$250,000	$300,000				$800,000
High School	Athletic Complex Upgrades (Irrigation, Infrastructure)		$225,000					$225,000
High School	Security Upgrades - Doors & Hardware, Surveillance		$100,000					$100,000
High School	Interior Upgrades - Painting / Wall Tile		$125,000					$125,000
High School	Energy Efficiency Upgrades Lighting/Mechanical		$100,000					$100,000
High School	Life Safety, Security and Mechanical Infrastructure					$3,000,000		$3,000,000
								$0
								$0
Total District Wide City Capital Improvement		**$650,000**	**$450,000**	**$500,000**	**$0**	**$0**	**$0**	**$1,600,000**
Total High School Capital Improvement		**$0**	**$550,000**	**$0**	**$0**	**$3,000,000**	**$0**	**$3,550,000**
Total Elementary Schools Capital Improvement		**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**
TOTAL IMPROVEMENTS		**$650,000**	**$1,000,000**	**$500,000**	**$0**	**$3,000,000**	**$0**	**$5,150,000**

BI-08-SC-12: Elementary Schools Upgrade

Department		School Department
Project Location		Elementary Schools (Dondero School, Little Harbour, and New Franklin)
Priority		A (needed within 0 to 3 years)
Impact on Operating Budget		Minimal ($5,002 to $50,000)
Operating Budget Impact Details	**Personnel**	N/A
	Dept. Budget	Minimal increases from upgrades
Funding Policies	**Percent for Art**	N/A
	Green Building	Yes



Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	
	Addresses a Public Health or Safety Need	Y
	Alleviates Substandard Conditions or Deficiencies	Y
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	Y
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	Y
	Improves Quality of or Provides Added Capacity to Existing Services	
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	

Description: This appropriation continues upgrading of the infrastructure of our Elementary Schools. Comprehensive renovation of the New Franklin interior is projected for Fiscal Years 2026 and 2029 and will address accessibility issues, upgrades to school entrance security, and building storage needs.

Studies Identified & Useful Website Links:

- Portsmouth School Department Homepage
- FY25-FY30 CIP (Prior Year) Project Sheet

Notes of Changes in Funding Plan from FY25-30 CIP:

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	2%							$0	$200,000	$200,000
Fed/ State	0%							$0	$0	$0
Bond/ Lease	98%	$3,000,000			$2,500,000			$5,500,000	$4,600,000	$10,100,000
Other	0%							$0	$0	$0
Revenues	0%							$0	$0	$0
PPP	0%							$0	$0	$0
	Totals	$3,000,000	$0	$0	$2,500,000	$0	$0	$5,500,000	$4,800,000	$10,300,000

BI-25-SC-13: Renovation of Portsmouth Career and Technical Education Center

Department		School Department
Project Location		CTE Center at PHS, Andrew Jarvis Drive
Priority		B (needed within 4 to 6 years)
Impact on Operating Budget		Minimal ($5,002 to $50,000)
Operating Budget Impact Details	**Personnel**	N/A
	Dept. Budget	Minimal increases in facility carrying costs
Funding Policies	**Percent for Art**	Yes
	Green Building	Yes



Description: The Portsmouth Career Technical Education Center is co-located on Andrew Jarvis Drive with Portsmouth High School. The program is an important element of ensuring students graduate college and career ready. The State of New Hampshire capital budget supports renovation of CTE facilities on a roughly 25-year rotation. The 30-31 biennium is expected to bring that support to Portsmouth. Renovation will include safety and security upgrades, updating of classroom and lab spaces, and introduction of facilities to support new programming initiatives to match needs in the labor market.

Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	
	Addresses a Public Health or Safety Need	
	Alleviates Substandard Conditions or Deficiencies	Y
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	Y
	Timing or Location Coordinate with Synergistic Project	Y
	Reduces Long-Term Operating Costs	Y
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	

Studies Identified & Useful Website Links:
• Portsmouth School Department Homepage • FY25-FY30 CIP (Prior Year) Project Sheet

Notes of Changes in Funding Plan from FY25-30 CIP:

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 25-30	6 PY's Funding	Totals
GF	0%							$0	$0	$0
Fed/ State	70%					$7,000,000		$7,000,000	$0	$7,000,000
Bond/ Lease	30%					$3,000,000		$3,000,000	$0	$3,000,000
Other	0%							$0	$0	$0
Revenues	0%							$0	$0	$0
PPP	0%							$0	$0	$0
	Totals	$0	$0	$0	$0	$10,000,000	$0	$10,000,000	$0	$10,000,000

BI-26-SC-14: Elementary Schools Playground Upgrade

Department		School Department
Project Location		Elementary Schools (Dondero School, Little Harbour, and New Franklin)
Priority		A (Needed within 0 to 3 years)
Impact on Operating Budget		Moderate ($50,001 to $100,000)
Operating Budget Impact Details	**Personnel**	N/A
	Dept. Budget	Annual maintenance costs for all three playgrounds
Funding Policies	**Percent for Art**	N/A
	Green Building	N/A






Description: This appropriation is for the upgrading of the playgrounds at our Elementary Schools. Current school playspaces are aging, with Little Harbour and New Franklin's playgrounds now being 25 years old. The City is looking to address accessibility and equity concerns. Current regulations require the City to provide a resilient solid surface material to ensure accessibility for all students.

Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	Y
	Addresses a Public Health or Safety Need	Y
	Alleviates Substandard Conditions or Deficiencies	Y
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	Y
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	Y

Studies Identified & Useful Website Links:

- Portsmouth School Department Homepage

Notes of Changes in Funding Plan from FY25-30 CIP:

New project for FY26. City Council moved bonding of $500,000 in FY27 → FY29 up by 1 year each to FY26 → FY28

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 25-30	6 PY's Funding	Totals
GF	16%	$100,000	$100,000	$100,000				$300,000	$0	$300,000
Fed/ State	0%							$0	$0	$0
Bond/ Lease	82%	$500,000	$500,000	$500,000				$1,500,000	$0	$1,500,000
Other	0%							$0	$0	$0
Revenues	0%							$0	$0	$0
PPP	1%	$25,000						$25,000	$0	$25,000
	Totals	$625,000	$600,000	$600,000	$0	$0	$0	$1,825,000	$0	$1,825,000

BI-17-FI-15: Permanent Records Storage Facilities

Department		Finance Department & City Clerk
Project Location		City Hall (1 Junkins Ave)
Priority		A (needed within 0 to 3 years)
Impact on Operating Budget		Negligible (<$5,001)
Operating Budget Impact Details	**Personnel**	N/A
	Dept. Budget	Costs addressing monitoring equipment annual costs and replacement.
Funding Policies	**Percent for Art**	N/A
	Green Building	N/A

Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	Y
	Addresses a Public Health or Safety Need	
	Alleviates Substandard Conditions or Deficiencies	Y
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	Y
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	Y





Description: In FY18, the CIP funded the rehabilitation of the first permanent document storage area (City archive) within City Hall. This Permanent Records Room features a new waterless Inergen® Gas Fire Suppression System (nitrogen 52%/argon 40%/carbon dioxide 8%), local temperature control and monitoring, humidity monitoring and archival quality shelving for many of the City's oldest and most important and legally required records not located in the City Clerk's vault. The facility also features a separate document quarantine area for documents contaminated with mold, red rot or maladies that may potentially spread to healthy documents. The Archive houses records from many departments including the City Clerk, Finance, Planning, Public Works, Human Resources, Trustees, and the Fire Department. The documents in this room range from the 1700's to current permanent records. All funding requests help with the expansion and continued maintenance of the current facility in addition to the relocation or building of a future archival space.

Studies Identified & Useful Website Links:

- Study: Goodman Report on the Survey of the Municipally Owned Historic Artifacts and Documents in Portsmouth, NH
- FY25-FY30 CIP (Prior Year) Project Sheet

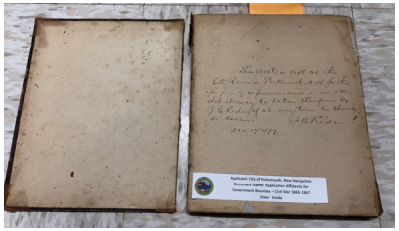
Notes of Changes in Funding Plan from FY25-30 CIP:

Reduced from $100,000 to $25,000 during the budget process.

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	100%	$25,000	$100,000	$100,000	$100,000	$100,000	$100,000	$525,000	$150,000	$675,000
Fed/ State	0%							$0	$0	$0
Bond/ Lease	0%							$0	$0	$0
Other	0%							$0	$0	$0
Revenues	0%							$0	$0	$0
PPP	0%							$0	$0	$0
	Totals	$25,000	$100,000	$100,000	$100,000	$100,000	$100,000	$525,000	$150,000	$675,000

BI-18-FI-16: Permanent/Historic Document Restoration, Preservation, and Scanning

Department		Finance Department & City Clerk
Project Location		City Hall (1 Junkins Ave)
Priority		A (needed within 0 to 3 years)
Impact on Operating Budget		Negligible (<$5,001)
Operating Budget Impact Details	**Personnel**	N/A
	Dept. Budget	Minimal impacts to IT storage costs
Funding Policies	**Percent for Art**	N/A
	Green Building	N/A





Description: By law, the City is required to keep certain types of documents in perpetuity (i.e. tax warrants, assessing information, city council records, etc.). These historic/permanent documents, ranging in age from 20 – 300+ years, are not in current city use day-to-day by City Staff, and are being stored in the City Hall archive. Many of these permanent records are showing signs of maladies including red rot and mold that increase the rate of deterioration. The requested funds will be utilized to restore/preserve these permanent documents as well as scan them for preservation purposes to digital format (pdf/a) and/or microfilm. The monies requested fund both City Clerk and Finance Department Archival Records preservation. The total amount of funds needed to preserve the contaminated documents, overtime, will continue to grow as preservation costs increase and is likely to last decades with the current funding plan.

Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	Y
	Addresses a Public Health or Safety Need	Y
	Alleviates Substandard Conditions or Deficiencies	Y
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	Y
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	Y

Studies Identified & Useful Website Links:

- Study: Goodman Report on the Survey of the Municipally Owned Historic Artifacts and Documents in Portsmouth, NH
- FY25-FY30 CIP (Prior Year) Project Sheet

Notes of Changes in Funding Plan from FY25-30 CIP:

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	96%	$150,000	$150,000	$150,000	$150,000	$150,000	$150,000	$900,000	$400,000	$1,300,000
Fed/ State	4%							$0	$55,508	$55,508
Bond/ Lease	0%							$0	$0	$0
Other	0%							$0	$0	$0
Revenues	0%							$0	$0	$0
PPP	0%							$0	$0	$0
	Totals	$150,000	$150,000	$150,000	$150,000	$150,000	$150,000	$900,000	$455,508	$1,355,508

BI-24-FI-17: Disposition of Municipal Records

Department		Finance Department
Project Location		City Hall (1 Junkins Ave)
Priority		O (ongoing or programmatic)
Impact on Operating Budget		Negligible (<$5,001)
Operating Budget Impact Details	**Personnel**	N/A
	Dept. Budget	Minimal impact to IT storage
Funding Policies	**Percent for Art**	N/A
	Green Building	N/A





Description: Per RSA 33a, the City is required to keep many records in perpetuity. A number of these records are still actively utilized by staff on a day-to-day basis and are not held in the City's Archive. Many of these records are original paper copies of records that have no digital backup of any kind. This project would provide funds to scan these documents to a PDF/A format (as required by NH State law for permanent record storage) as a digital backup in the case of damage, destruction or theft of the original paper documents. The purpose of this project is to not only ensure compliance with the NH RSA but to also ensure continuity of services in the case of an emergency or disaster that links access to the paper originals.

Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	Y
	Addresses a Public Health or Safety Need	
	Alleviates Substandard Conditions or Deficiencies	Y
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	Y
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	Y
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	Y

Studies Identified & Useful Website Links:

- Study: Goodman Report on the Survey of the Municipally Owned Historic Artifacts and Documents in Portsmouth, NH
- FY25-FY30 CIP (Prior Year) Project Sheet

Notes of Changes in Funding Plan from FY25-30 CIP:

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	100%	$25,000	$25,000	$25,000	$25,000	$25,000	$25,000	$150,000	$50,000	$200,000
Fed/ State	0%							$0	$0	$0
Bond/ Lease	0%							$0	$0	$0
Other	0%							$0	$0	$0
Revenues	0%							$0	$0	$0
PPP	0%							$0	$0	$0
	Totals	$25,000	$25,000	$25,000	$25,000	$25,000	$25,000	$150,000	$50,000	$200,000

BI-25-ED-19: Public Art

Department		Economic and Community Development Department
Project Location		Citywide
Priority		O (ongoing or programmatic)
Impact on Operating Budget		Minimal ($5,002 to $50,000)
Operating Budget Impact Details	**Personnel**	Fractional FTE
	Dept. Budget	Maintenance and care costs
Funding Policies	**Percent for Art**	N/A
	Green Building	N/A



Description: The Public Art Review Committee was established for the purpose of reviewing and making recommendations to the City Council on all issues related to Public Art on City property. This committee plans to apply for state and federal grants in the future. Many state and federal grants require matching funds from the applicant, and this is the primary purpose for this request.

Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	
	Addresses a Public Health or Safety Need	
	Alleviates Substandard Conditions or Deficiencies	
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	Y
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	Y

Studies Identified & Useful Website Links:

- Public Art Review Committee
- Economic Development Department
- FY25-FY30 CIP (Prior Year) Project Sheet

Notes of Changes in Funding Plan from FY25-30 CIP:

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	100%	$25,000	$25,000	$25,000	$25,000	$25,000	$25,000	$150,000	$25,000	$175,000
Fed/ State	0%							$0	$0	$0
Bond/ Lease	0%							$0	$0	$0
Other	0%							$0	$0	$0
Revenues	0%							$0	$0	$0
PPP	0%							$0	$0	$0
	Totals	$25,000	$25,000	$25,000	$25,000	$25,000	$25,000	$150,000	$25,000	$175,000

BI-24-PL-22: City of Portsmouth Master Plan Update

Department		Planning and Sustainability Department
Project Location		Citywide
Priority		A (needed within 0 to 3 years)
Impact on Operating Budget		Minimal ($5,001 to $50,000)
Operating Budget Impact Details	**Personnel**	Contracted only
	Dept. Budget	General supplies for community process
Funding Policies	**Percent for Art**	N/A
	Green Building	N/A

Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	
	Addresses a Public Health or Safety Need	
	Alleviates Substandard Conditions or Deficiencies	
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	Y
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	Y

Description: A master plan is a planning document that serves to guide the overall character, physical form and development of a community (RSA 674:2). It describes how, why, where and when to build or rebuild a city. It provides guidance to local officials making decisions on budgets, ordinances, capital improvements, zoning and subdivision matters, and other development-related issues. The Master Plan shall include, at a minimum, the following required sections:

a) A vision section that serves to direct the other sections of the plan. This section shall contain a set of statements which articulate the desires of the citizens affected by the master plan, not only for their locality but for the region and the whole state. It shall contain a set of guiding principles and priorities to implement that vision.

b) A land use section upon which all the following sections shall be based. This section shall translate the vision statements into physical terms. Based on a study of population, economic activity, and natural, historic, and cultural resources, it shall show existing conditions and the proposed location, extent, and intensity of future land use.

Portsmouth last updated their master plan in 2016. At that time, the community articulated a vision for the future of Portsmouth. This included key themes that included goals and strategies for advancing the community values articulated in those themes. The plan also included focus growth areas where opportunities and challenges were explored, and actions were identified that would guide the development and transformation of those areas.

Under RSA 674:3 Master Plan Preparation – revisions to the plan are recommended every five to ten years. Portsmouth is nearing the end of the planning horizon for the current Master Plan, Portsmouth 2025. The development of a master plan involves significant community involvement to ensure development of the community vision is inclusive and broadly representative. Staff anticipates an 18-to-24-month process for completing the plan update. Funding would support professional services support for this community-wide process with consultant recruitment beginning in 2024.

Studies Identified & Useful Website Links:

- 674:3 Master Plan Preparation. –
- http://www.gencourt.state.nh.us/rsa/html/LXIV/674/674-3.htm
- 674:2 Master Plan; Purpose and Description. –
- http://www.gencourt.state.nh.us/rsa/html/LXIV/674/674-2.htm
- FY25-FY30 CIP (Prior Year) Project Sheet

Notes of Changes in Funding Plan from FY25-30 CIP:

Reduced from $150,000 to $75,000 during the budget process.

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	69%	$75,000						$75,000	$150,000	$225,000
Fed/ State	0%							$0	$0	$0
Bond/ Lease	0%							$0	$0	$0
Other (Rolling Stock)	0%							$0	$0	$0
Revenues (parking)	31%							$0	$100,000	$100,000
PPP	0%							$0	$0	$0
	Totals	$75,000	$0	$0	$0	$0	$0	$75,000	$250,000	$325,000

BI-26-PL-23: Municipal Building Audit - Implementation

Department		Planning and Sustainability Department
Project Location		Citywide
Priority		A (needed within 0 to 3 years)
Impact on Operating Budget		Negligible (<$5,001)
Operating Budget Impact Details	**Personnel**	Contract personnel only
	Dept. Budget	N/A
Funding Policies	**Percent for Art**	N/A
	Green Building	N/A



Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	
	Addresses a Public Health or Safety Need	
	Alleviates Substandard Conditions or Deficiencies	
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	Y
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	Y
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	

Description: Consistent with the Climate Action Plan Priority Action BE-6 the City is working on an audit of all municipal facilities. This project seeks to follow-up on that study and implement findings from the City's audit with, where possible, prioritization of measures that reduce greenhouse gas emissions.

Studies Identified & Useful Website Links:

- Planning Department Webpage
- Climate Action Plan

Notes of Changes in Funding Plan from FY25-30 CIP:

New project.

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	0%							$0	$0	$0
Fed/ State	0%							$0	$0	$0
Bond/ Lease	100%		$500,000	$500,000				$1,000,000	$0	$1,000,000
Other (Rolling Stock)	0%							$0	$0	$0
Revenues (parking)	0%							$0	$0	$0
PPP	0%							$0	$0	$0
	Totals	$0	$500,000	$500,000	$0	$0	$0	$1,000,000	$0	$1,000,000

BI-26-PL-24: Solar/Battery Study and Opportunities

Department		Planning and Sustainability Department
Project Location		Citywide
Priority		A (needed within 0 to 3 years)
Impact on Operating Budget		Minimal ($5,001 to $50,000)
Operating Budget Impact Details	**Personnel**	N/A
	Dept. Budget	N/A
Funding Policies	**Percent for Art**	N/A
	Green Building	N/A



Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	
	Addresses a Public Health or Safety Need	
	Alleviates Substandard Conditions or Deficiencies	
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	Y
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	Y
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	

Description: Consistent with Climate Action Plan Priority Action RE-4 to encourage the development of community solar with battery backup in Portsmouth consistent with RSA 362-A:9, XIV. Project will include case studies, relevant information about rebates and incentives, and technical support for installation of solar and battery storage.

Studies Identified & Useful Website Links:

- Planning Department Webpage
- Climate Action Plan

Notes of Changes in Funding Plan from FY25-30 CIP:

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	100%	$50,000						$50,000	$0	$50,000
Fed/ State	0%							$0	$0	$0
Bond/ Lease	0%							$0	$0	$0
Other (Rolling Stock)	0%							$0	$0	$0
Revenues (parking)	0%							$0	$0	$0
PPP	0%							$0	$0	$0
	Totals	$50,000	$0	$0	$0	$0	$0	$50,000	$0	$50,000

BI-26-PL-24A: Microtransit Study

Department		Planning Department
Project Location		Citywide
Priority		A (needed within 0-3 years)
Impact on Operating Budget		Minimal (grant funding being sought)
Operating Budget Impact Details	**Personnel**	Contracted study
	Dept. Budget	N/A
Funding Policies	**Percent for Art**	N/A
	Green Building	N/A

Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	
	Addresses a Public Health or Safety Need	
	Alleviates Substandard Conditions or Deficiencies	
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	Y
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	Y
	Improves Quality of or Provides Added Capacity to Existing Services	
	Provides Incentive for Economic Development	Y
	Responds to a Citywide Goal or Submitted Resident Request	Y

Description: This project is a feasibility study for expanded public transit using Microtransit, a Shuttle Loop Bus, or a hybrid approach for $100,000 using available funds from federal or state programs.

Studies Identified & Useful Website Links:

- Climate Action Plan -- Action 4.5.2 Decarbonizing Transportation Systems DTS-4 microtransit demand analysis

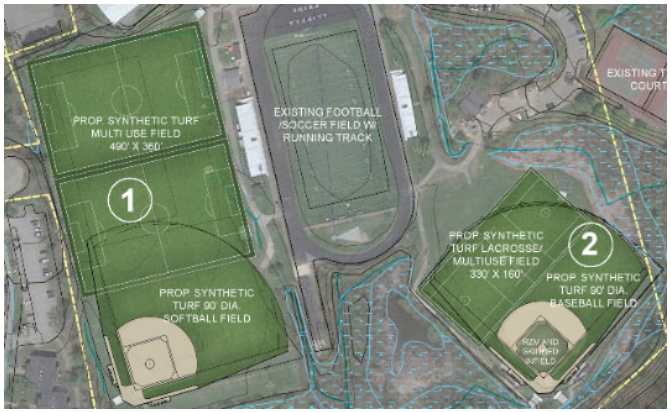
Notes of Changes in Funding Plan from FY25-30 CIP:

New project voted into the CIP by the City Council at the 12-2-2024 Meeting.

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	0%							$0	$0	$0
Fed/ State	100%	$100,000						$100,000	$0	$100,000
Bond/ Lease	0%							$0	$0	$0
Other	0%							$0	$0	$0
Revenues (Parking)	0%							$0	$0	$0
PPP	0%							$0	$0	$0
	Totals	$100,000	$0	$0	$0	$0	$0	$100,000	$0	$100,000

BI-12-RC-28: Existing Outdoor Recreation Field and Facility Improvements

Department		Recreation Department
Project Location		Various Locations
Priority		O (ongoing or programmatic)
Impact on Operating Budget		Negligible (<$5,001)
Operating Budget Impact Details	**Personnel**	N/A
	Dept. Budget	N/A
Funding Policies	**Percent for Art**	N/A
	Green Building	N/A



Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	
	Addresses a Public Health or Safety Need	
	Alleviates Substandard Conditions or Deficiencies	
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	Y
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	

Description: This project includes funding for site improvements to existing fields and recreation facilities. The goal of these improvements is to increase playability and improve services. Site improvements will include addressing drainage issues, improving turf systems, converting practice fields to competition fields, and upgrading infrastructure. The 2015 Recreation Field Report highlights opportunities to improve the City's athletic fields.

Studies Identified & Useful Website Links:

- 2015 Recreation Field Report
- Comprehensive Recreation Needs Study 2010;
- 2022 Updated Recreation Needs Study
- FY25-FY30 CIP (Prior Year) Project Sheet

Notes of Changes in Funding Plan from FY25-30 CIP:

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	100%	$150,000	$150,000	$150,000	$150,000	$150,000	$150,000	$900,000	$275,000	$1,175,000
Fed/ State	0%							$0	$0	$0
Bond/ Lease	0%							$0	$0	$0
Other	0%							$0	$0	$0
Revenues	0%							$0	$0	$0
PPP	0%							$0	$0	$0
	Totals	$150,000	$150,000	$150,000	$150,000	$150,000	$150,000	$900,000	$275,000	$1,175,000

BI-20-RC-29: Greenland Road Recreation Facility

Department		Recreation Department
Project Location		Greenland Road Recreation Facility/ Portsmouth Skateboard Park (Route 33)
Priority		C (needed within 7 to 10 years)
Impact on Operating Budget		Minimal ($5,001 to $50,000)
Operating Budget Impact Details	**Personnel**	Additional facilities may require additional staff time.
	Dept. Budget	Operating maintenance and upkeep costs
Funding Policies	**Percent for Art**	N/A
	Green Building	Yes



Description: The Greenland Road Recreation Facility includes a phased build-out process. Phase I completed a skate park, parking lot, and access to the NH Seacoast Greenway Route (Rail Trail). Details of Phase II have not been finalized.

Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	
	Addresses a Public Health or Safety Need	
	Alleviates Substandard Conditions or Deficiencies	
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	Y
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	

Studies Identified & Useful Website Links:

- Skateboard Park Project Page
- Skatepark/ Stump Dump Site Design
- Comprehensive Recreation Needs Study 2010
- Stump Dump lot Master Plan
- 2022 Updated Recreation Needs Study
- 2015 Recreation Field Report
- FY25-FY30 CIP (Prior Year) Project Sheet

Notes of Changes in Funding Plan from FY25-30 CIP:

Funding for future phases has been pushed outside of the planning horizon (FY29 - $100,000 and FY30 - $6,100,000).

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	10%							$0	$200,000	$200,000
Fed/ State	0%							$0	$0	$0
Bond/ Lease	88%							$0	$1,805,000	$1,805,000
Other	0%							$0	$0	$0
Revenues	0%							$0	$0	$0
PPP (Donations)	2%							$0	$48,466	$48,466
	Totals	$0	$0	$0	$0	$0	$0	$0	$2,053,466	$2,053,466

BI-15-PW-31: Leary Field Restoration

Department		Public Works & Recreation Department
Project Location		Leary Field (Parrot Avenue)
Priority		C (needed within 7 to 10 years)
Impact on Operating Budget		Negligible (<$5,001)
Operating Budget Impact Details	**Personnel**	N/A
	Dept. Budget	N/A
Funding Policies	**Percent for Art**	N/A
	Green Building	N/A



Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	Y
	Addresses a Public Health or Safety Need	Y
	Alleviates Substandard Conditions or Deficiencies	Y
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	
	Improves Quality of or Provides Added Capacity to Existing Services	
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	

Description: This element sheet is held to identify any future considerations based on the success of renovations made to the concessions stand and ongoing maintenance to ensure code compliance.

Studies Identified & Useful Website Links:
• FY25-FY30 CIP (Prior Year) Project Sheet

Notes of Changes in Funding Plan from FY25-30 CIP:
Funding for FY26 ($2,000,000) has been removed and project moved to a Priority C

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	100%							$0	$50,000	$50,000
Fed/ State	0%							$0	$0	$0
Bond/ Lease	0%							$0	$0	$0
Other	0%							$0	$0	$0
Revenues	0%							$0	$0	$0
PPP	0%							$0	$0	$0
	Totals	$0	$0	$0	$0	$0	$0	$0	$50,000	$50,000

BI-25-PW-32: Peirce Island Recreation Improvements

Department		Public Works & Recreation Department
Project Location		Peirce Island
Priority		O (ongoing or programmatic)
Impact on Operating Budget		Minimal ($5,001 to $50,000)
Operating Budget Impact Details	**Personnel**	N/A
	Dept. Budget	Neutral
Funding Policies	**Percent for Art**	N/A
	Green Building	N/A



Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	
	Addresses a Public Health or Safety Need	
	Alleviates Substandard Conditions or Deficiencies	Y
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	Y
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	

Description: The Peirce Island Master Plan was completed in 1999. The plan detailed many Capital Improvement Projects that support recreational activities on the island. With the completion of the Wastewater Treatment Plant, trail construction, picnic table installation and signage upgrades, there have been requests for more services on the island. These monies would fund improvements to the dog walking area, boat launch upgrades, sand volleyball court installation, and ongoing trail maintenance.

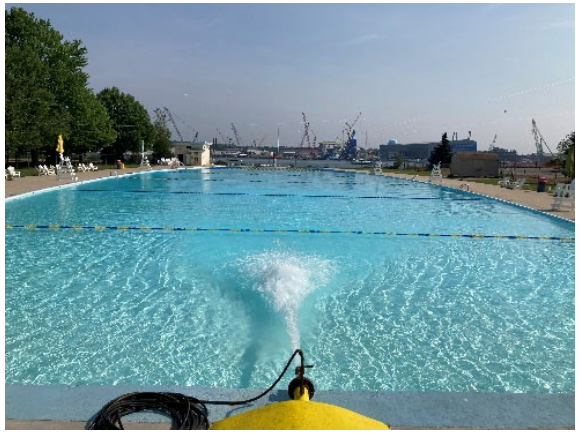
Studies Identified & Useful Website Links:
• Peirce Island Master Plan • FY25-FY30 CIP (Prior Year) Project Sheet

Notes of Changes in Funding Plan from FY25-30 CIP:

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	100%	$150,000	$150,000	$150,000	$150,000	$150,000	$150,000	$900,000	$0	$900,000
Fed/ State	0%							$0	$0	$0
Bond/ Lease	0%							$0	$0	$0
Other	0%							$0	$0	$0
Revenues	0%							$0	$0	$0
PPP	0%							$0	$0	$0
	Totals	$150,000	$150,000	$150,000	$150,000	$150,000	$150,000	$900,000	$0	$900,000

BI-15-PW-33: Outdoor Pool Aquatics Upgrade and Pool House

Department		Public Works & Recreation Department
Project Location		Portsmouth Outdoor Pool (99 Pierce Island Road)
Priority		C (needed within 7 to 10 years)
Impact on Operating Budget		Minimal ($5,001 to $50,000)
Operating Budget Impact Details	**Personnel**	N/A
	Dept. Budget	Minimal
Funding Policies	**Percent for Art**	N/A
	Green Building	Yes



Description: Ongoing maintenance of existing bath house will extend the life of the facility. This element sheet is retained as a place holder for the next phase of upgrades.

Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	
	Addresses a Public Health or Safety Need	Y
	Alleviates Substandard Conditions or Deficiencies	Y
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	

Studies Identified & Useful Website Links:

- Outdoor Pool Page
- Peirce Island Outdoor Pool Project Page
- FY25-FY30 CIP (Prior Year) Project Sheet

Notes of Changes in Funding Plan from FY25-30 CIP:

Funding removed from FY28 ($100,000) and FY29 ($3,250,000) as project is placed in Priority C

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	0%							$0	$0	$0
Fed/ State	0%							$0	$0	$0
Bond/ Lease	100%							$0	$7,000,000	$7,000,000
Other	0%							$0	$0	$0
Revenues	0%							$0	$0	$0
PPP	0%							$0	$0	$0
	Totals	$0	$0	$0	$0	$0	$0	$0	$7,000,000	$7,000,000

BI-23-PW-34: Community Campus Facility Needs

Department		Public Works & Recreation Department
Project Location		Community Campus (Campus Drive)
Priority		O (ongoing or programmatic)
Impact on Operating Budget		Negligible (<$5,001)
Operating Budget Impact Details	**Personnel**	N/A
	Dept. Budget	N/A
Funding Policies	**Percent for Art**	N/A
	Green Building	N/A



Description: This 20+ year old building needs ongoing maintenance. The roof at Community Campus is of large concern as there are several ongoing leaks that need to be mitigated. Also of concern, the aging fire alarm system and HVAC controls. These monies would be used to address those improvements as well as ongoing maintenance of plumbing infrastructure, playgrounds, retaining walls, and kitchen equipment that were not part of the recent upgrades to the facility.

Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	
	Addresses a Public Health or Safety Need	Y
	Alleviates Substandard Conditions or Deficiencies	Y
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	Y
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	Y
	Responds to a Citywide Goal or Submitted Resident Request	

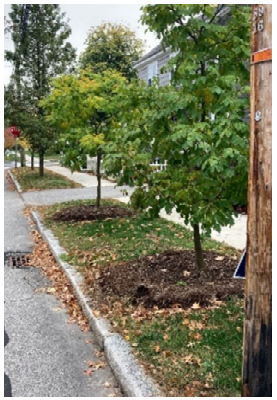
Studies Identified & Useful Website Links:
• Community Campus • FY25-FY30 CIP (Prior Year) Project Sheet

Notes of Changes in Funding Plan from FY25-30 CIP:

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	100%	$200,000	$200,000	$200,000	$200,000	$200,000	$200,000	$1,200,000	$350,000	$1,550,000
Fed/ State	0%							$0	$0	$0
Bond/ Lease	0%							$0	$0	$0
Other	0%							$0	$0	$0
Revenues	0%							$0	$0	$0
PPP	0%							$0	$0	$0
	Totals	$200,000	$200,000	$200,000	$200,000	$200,000	$200,000	$1,200,000	$350,000	$1,550,000

BI-04-PW-36: Citywide Tree and Public Greenery Program

Department		Public Works Department
Project Location		Citywide
Priority		O (ongoing or programmatic)
Impact on Operating Budget		Negligible (<$5,001)
Operating Budget Impact Details	**Personnel**	N/A
	Dept. Budget	N/A
Funding Policies	**Percent for Art**	N/A
	Green Building	N/A





Description: The City of Portsmouth has received recognition as a Tree City USA for over twenty years and has a long tradition of caring for urban forests. The City Arborist and the Trees and Public Greenery Committee administers this program which focuses on proactive plantings, managing street tree planting projects, inspecting, pruning and removing hazardous trees in the right-of-way. In addition, they provide information and resources to residents, homeowners and builders.

Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	
	Addresses a Public Health or Safety Need	Y
	Alleviates Substandard Conditions or Deficiencies	Y
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	Y
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	Y
	Responds to a Citywide Goal or Submitted Resident Request	

Studies Identified & Useful Website Links:

- Public Works – Parks & Greenery Division
- Trees & Public Greenery Committee
- FY25-FY30 CIP (Prior Year) Project Sheet

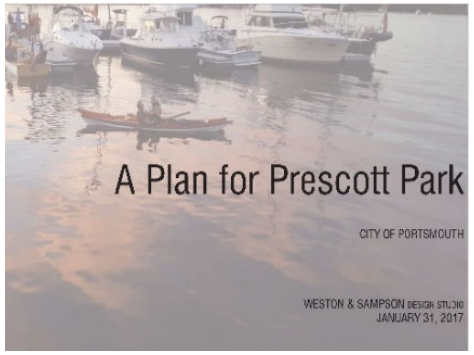
Notes of Changes in Funding Plan from FY25-30 CIP:

City Council voted to increase funding from $20,000 per year at CIP Adoption on 12-2-24

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	100%	$40,000	$60,000	$80,000	$100,000	$100,000	$100,000	$480,000	$110,000	$590,000
Fed/ State	0%							$0	$0	$0
Bond/ Lease	0%							$0	$0	$0
Other	0%							$0	$0	$0
Revenues	0%							$0	$0	$0
PPP	0%							$0	$0	$0
	Totals	$40,000	$60,000	$80,000	$100,000	$100,000	$100,000	$480,000	$110,000	$590,000

BI-19-PW-37: Prescott Park Master Plan Implementation

Department		Public Works Department
Project Location		Prescott Park
Priority		C (needed within 7 to 10 years)
Impact on Operating Budget		High ($100,001 or more)
Operating Budget Impact Details	**Personnel**	Will require additional staff
	Dept. Budget	Maintenance and running of additional park features.
Funding Policies	**Percent for Art**	Yes
	Green Building	N/A





Description: The City Council adopted the Prescott Park Master Plan in 2017. The plan calls for extensive park-wide reconfiguration, restructuring services and developing new park policies. Renovation to the park presents opportunities to plan for climate adaptation, preserve antique historic structures, accommodate performances and event spaces, and ensure iconic Portsmouth places continue to serve the public.

Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	
	Addresses a Public Health or Safety Need	
	Alleviates Substandard Conditions or Deficiencies	
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	Y
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	Y
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	

Studies Identified & Useful Website Links:

- Prescott Park Master Plan Implementation Committee/Project Page
- Prescott Park Master Plan 2017
- Prescott Park Implementation Committee
- Prescott Park Advisory Committee
- FY25-FY30 CIP (Prior Year) Project Sheet

Notes of Changes in Funding Plan from FY25-30 CIP:

Monies were removed from this element sheet as project timeline was moved outside of the current planning horizon (FY27 - $125,000, FY28 - $1,875,000, FY29 - $1,875,000, FY30 - $125,000)

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	1%							$0	$125,000	$125,000
Fed/ State	0%							$0	$0	$0
Bond/ Lease	99%							$0	$8,575,000	$8,575,000
Other	0%							$0	$0	$0
Revenues	0%							$0	$0	$0
PPP	0%							$0	$0	$0
	Totals	$0	$0	$0	$0	$0	$0	$0	$8,700,000	$8,700,000

BI-11-PW-38: Prescott Park Existing Facilities Capital Improvements

Department		Public Works Department
Project Location		Prescott Park
Priority		O (ongoing or programmatic)
Impact on Operating Budget		Negligible (<$5,001)
Operating Budget Impact Details	**Personnel**	N/A
	Dept. Budget	N/A
Funding Policies	**Percent for Art**	N/A
	Green Building	N/A



Description: The City of Portsmouth is responsible for the care and maintenance of Prescott Park and Four Tree Island. Among the abundant gardens and green space, there are several historic buildings, access ways, foot paths, period lights, plazas, fountains, park furnishings, and marine infrastructure that need significant rehabilitation or upgrades. In 2017, a Master Plan was completed identifying changes to the park, however, there are several projects that require funding. Identified projects include various improvements to the Shaw and Sheafe warehouses, Four Tree Island bathrooms, the upgrade and replacement of paved surfaces, replacement of perimeter fencing along the waterfront, wooden dock repair or replacement, electrical and lighting rehabilitation, and irrigation and fountain improvements.

Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	
	Addresses a Public Health or Safety Need	
	Alleviates Substandard Conditions or Deficiencies	Y
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	Y
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	Y
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	

Studies Identified & Useful Website Links:

- Prescott Park Master Plan 2017
- Prescott Park Homepage
- Prescott Park Advisory Committee
- FY25-FY30 CIP (Prior Year) Project Sheet

Notes of Changes in Funding Plan from FY25-30 CIP:

$2,000,000 has been added to FY27 for the docks.

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	25%	$50,000	$50,000	$50,000	$50,000	$50,000	$50,000	$300,000	$375,000	$675,000
Fed/ State	0%							$0	$0	$0
Bond/ Lease	75%		$2,000,000					$2,000,000	$0	$2,000,000
Other	0%							$0	$0	$0
Revenues	0%							$0	$0	$0
PPP	0%							$0	$0	$0
	Totals	$50,000	$2,050,000	$50,000	$50,000	$50,000	$50,000	$2,300,000	$375,000	$2,675,000

BI-21-PW-39: City Hall HVAC Improvements

Department		Public Works Department
Project Location		City Hall (1 Junkins Ave)
Priority		A (needed within 0 to 3 years)
Impact on Operating Budget		Moderate ($50,001 to $100,000)
Operating Budget Impact Details	**Personnel**	N/A
	Dept. Budget	N/A
Funding Policies	**Percent for Art**	N/A
	Green Building	Yes





Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	
	Addresses a Public Health or Safety Need	Y
	Alleviates Substandard Conditions or Deficiencies	Y
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	Y
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	Y
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	

Description: This project addresses City Hall complex's antiquated heating and air conditioning system. The remaining original system is deteriorating and does not provide reliable heating, cooling, and dehumidification. In recent years, half of the piping has been replaced. Problematic issues continue to be of concern that require additional investment. Concerns include pipe corrosion, heavy condensation and leaks, which may contribute to mold growth and results in additional maintenance.

Studies Identified & Useful Website Links:

- HVAC Study 2019
- Public Works Department
- FY25-FY30 CIP (Prior Year) Project Sheet

Notes of Changes in Funding Plan from FY25-30 CIP:

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	9%							$0	$150,000	$150,000
Fed/ State	0%							$0	$0	$0
Bond/ Lease	91%	$500,000			$1,000,000			$1,500,000	$0	$1,500,000
Other	0%							$0	$0	$0
Revenues	0%							$0	$0	$0
PPP	0%							$0	$0	$0
	Totals	$500,000	$0	$0	$1,000,000	$0	$0	$1,500,000	$150,000	$1,650,000

BI-05-PW-41: Historic Cemetery Improvements

Department		Public Works Department
Project Location		Citywide
Priority		O (Ongoing and Programmatic)
Impact on Operating Budget		Negligible (<$5,001)
Operating Budget Impact Details	**Personnel**	N/A
	Dept. Budget	N/A
Funding Policies	**Percent for Art**	N/A
	Green Building	N/A





Description: The City maintains six (6) historic cemeteries: Point of Graves Burial Ground, North Cemetery, Union Cemetery, Pleasant Street Burial Ground, the African Burying Ground, and Cotton Cemetery. The City is responsible for maintaining the grounds and headstones; hill, ledgers, and chest tombs; cemetery walls and related structures. The City has assessed these historic resources and the City's Cemetery Committee has reviewed this assessment and created a prioritized list of restoration and repair projects. The projects will be carried out over a multi-year period.

Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	
	Addresses a Public Health or Safety Need	
	Alleviates Substandard Conditions or Deficiencies	
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	
	Improves Quality of or Provides Added Capacity to Existing Services	
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	Y

Studies Identified & Useful Website Links:

- Cemetery Committee
- Cemetery Existing Conditions Assessment and Restoration Plan (2013)
- Portsmouth Historic Cemeteries
- FY25-FY30 CIP (Prior Year) Project Sheet

Notes of Changes in Funding Plan from FY25-30 CIP:

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	100%	$40,000	$40,000	$40,000	$40,000	$40,000	$40,000	$240,000	$145,000	$385,000
Fed/ State	0%							$0	$0	$0
Bond/ Lease	0%							$0	$0	$0
Other	0%							$0	$0	$0
Revenues	0%							$0	$0	$0
Donation	0%							$0	$0	$0
	Totals	$40,000	$40,000	$40,000	$40,000	$40,000	$40,000	$240,000	$145,000	$385,000

BI-05-PW-41 : Historic Cemetery Improvements

- North Cemetery Phase II
- Point of Graves Stone Wall Rebuild and Water Table Testing
- Professional Repair and Straighten Headstone – All Cemeteries
- Replace and Restore Wrought Iron Fixtures – All Cemeteries
- Cotton Cemetery Rebuild and Replace Missing Sections of Side Wall
- Improve/Repair Entrance at Point of Graves Cemetery
- Cotton Cemetery Front Stone Wall Deconstruct and Rebuild
- Union Cemetery Rebuild of Original Receiving Tomb Framing/Masonry

BI-07-PW/NH-43: Sound Barriers in Residential Area Along I-95

Department		Public Works Department
Project Location		I-95 Corridor
Priority		A (needed within 0 to 3 years)
Impact on Operating Budget		Negligible (<$5,001)
Operating Budget Impact Details	**Personnel**	N/A
	Dept. Budget	N/A
Funding Policies	**Percent for Art**	N/A
	Green Building	N/A



Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	
	Addresses a Public Health or Safety Need	Y
	Alleviates Substandard Conditions or Deficiencies	Y
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	Y
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	
	Improves Quality of or Provides Added Capacity to Existing Services	
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	Y

Description: The purpose of this project is to mitigate sound pollution in neighborhoods along Interstate 95. The State of NHDOT has determined the North side of I-95 is eligible for funding, while the South side was deemed ineligible. Monies identified in this project will be used to investigate and implement sound barriers on the southern side. Any project would have to be built on City property or private property with an easement.

Studies Identified & Useful Website Links:
• Sound Barriers Project Page • FY25-FY30 CIP (Prior Year) Project Sheet

Notes of Changes in Funding Plan from FY25-30 CIP:
FY26 funding has been moved to FY31

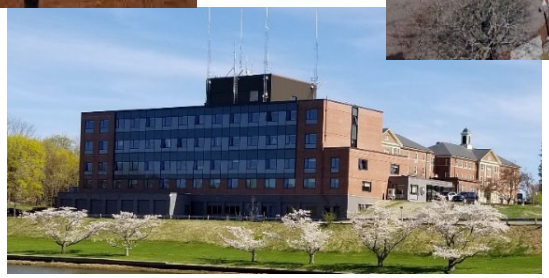
		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	100%		$100,000	$100,000	$100,000	$100,000	$100,000	$500,000	$100,000	$600,000
Fed/ State	0%							$0	$0	$0
Bond/ Lease	0%							$0	$0	$0
Other	0%							$0	$0	$0
Revenues	0%							$0	$0	$0
PPP	0%							$0	$0	$0
	Totals	$0	$100,000	$100,000	$100,000	$100,000	$100,000	$500,000	$100,000	$600,000

BI-01-PW-44: Citywide Facilities Capital Improvements

Department		Public Works Department
Project Location		Citywide
Priority		O (ongoing or programmatic)
Impact on Operating Budget		Negligible (<$5,001)
Operating Budget Impact Details	**Personnel**	N/A
	Dept. Budget	N/A
Funding Policies	**Percent for Art**	N/A
	Green Building	Yes







Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	
	Addresses a Public Health or Safety Need	Y
	Alleviates Substandard Conditions or Deficiencies	Y
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	Y
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	Y
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	

Description: The Public Works Department is responsible for maintaining all General Fund municipal facilities. These City facilities serve multiple uses. Many facilities need to be updated due to age and usage. A backlog of projects is shown on the next page.

Studies Identified & Useful Website Links:

- Facility Condition Assessment 2015
- FY25-FY30 CIP (Prior Year) Project Sheet

Notes of Changes in Funding Plan from FY25-30 CIP:

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	0%							$0	$0	$0
Fed/ State	0%							$0	$0	$0
Bond/ Lease	100%	$1,100,000	$550,000	$550,000	$1,100,000	$550,000	$550,000	$4,400,000	$3,350,000	$7,750,000
Other	0%							$0	$0	$0
Revenues	0%							$0	$0	$0
PPP	0%							$0	$0	$0
	Totals	$1,100,000	$550,000	$550,000	$1,100,000	$550,000	$550,000	$4,400,000	$3,350,000	$7,750,000

BI-01-PW-44 : Citywide Facilities Capital Improvements

- Asbestos Abatement
- Library Bathroom Replumbing
- City Hall Council Chamber Renovations
- City Hall Archive
- City Hall Department Renovations
- Infrastructure that supports City IT
- City Hall New Carpet Throughout
- City Hall New Paint Throughout
- DPW Complex Upgrades
- Connor's Cottage Basement / Drainage Project
- Connor's Cottage Tunnel Renovations
- Facilities Safety Inspection Action Items
- Removal of City Hall Boiler Building Chimney
- HVAC Upgrades
- Library Roof

BI-20-PW-46: Level 2 (120/208 Volt Single Phase) & Level 3 (480 Volt Three Phase) Electric Vehicle (EV) Charging Stations

Department		Public Works – Parking Division
Project Location		Citywide
Priority		A (needed within 0 to 3 years)
Impact on Operating Budget		Negligible (<$5,001)
Operating Budget Impact Details	**Personnel**	N/A
	Dept. Budget	N/A
Funding Policies	**Percent for Art**	N/A
	Green Building	N/A



Description: The City continues to work on expanding its Electric Vehicle (EV) charging station network. In addition to its one (1) station at Hanover Garage, the City has one (1) station in the City Hall Lower Lot, located at the corner of Junkins Avenue and South Street, two (2) stations in the Bridge Street lot, and the Foundry Garage is equipped with three (3) EV Stations.

Evaluation Criteria		
CORE FUNCTION	Responds to Federal or State Requirement	
	Addresses a Public Health or Safety Need	
	Alleviates Substandard Conditions or Deficiencies	
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	Y
	Reduces Long-Term Operating Costs	
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	
	Improves Quality of or Provides Added Capacity to Existing Services	
	Provides Incentive for Economic Development	Y
	Responds to a Citywide Goal or Submitted Resident Request	Y

Studies Identified & Useful Website Links:
• EV Charging Stations • FY25-FY30 CIP (Prior Year) Project Sheet

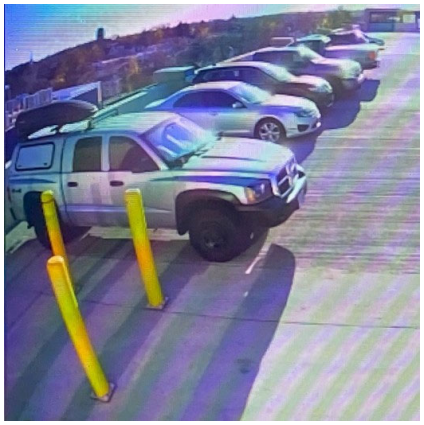
Notes of Changes in Funding Plan from FY25-30 CIP:

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	0%							$0	$0	$0
Fed/ State	60%	$100,000	$100,000	$100,000	$100,000	$100,000	$100,000	$600,000	$0	$600,000
Bond/ Lease	0%							$0	$0	$0
Other	0%							$0	$0	$0
Revenues (Parking)	40%	$50,000	$50,000	$50,000	$50,000	$50,000	$50,000	$300,000	$100,000	$400,000
PPP	0%							$0	$0	$0
	Totals	$150,000	$150,000	$150,000	$150,000	$150,000	$150,000	$900,000	$100,000	$1,000,000

BI-26-PW-46A: New Parking Garage

Department		Public Works Department
Project Location		TBD
Priority		B (needed within 4-6 years)
Impact on Operating Budget		High (100,001 or more)
Operating Budget Impact Details	**Personnel**	4 FTE + 7PTE
	Dept. Budget	$518,785
Funding Policies	**Percent for Art**	n/a
	Green Building	yes





Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	
	Addresses a Public Health or Safety Need	
	Alleviates Substandard Conditions or Deficiencies	x
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	x
	Improves Quality of or Provides Added Capacity to Existing Services	x
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	x

Description: Consistent with the findings of the 2024 10-year Parking and Zoning Study, this project will meet anticipated future demand for 650 spaces of Parking inventory. Assuming similar size and scope to the Foundry Place Parking Facility, the Division anticipates similar operating budget and staffing Requirements. The FY25 numbers are reflected herein. As to construction costs, industry standard expectation as of this publication is $35,000 per constructed space, equating to $22,750,000.

Studies Identified & Useful Website Links:

Notes of Changes in Funding Plan from FY25-30 CIP:
New projects voted into the CIP by the Planning Board at the 11-21-2024 Meeting.

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	0%							$0	$0	$0
Fed/ State	0%							$0	$0	$0
Bond/ Lease	0%							$0	$0	$0
Other	0%							$0	$0	$0
Revenues (Parking)	100%		$150,000					$150,000	$0	$150,000
PPP	0%							$0	$0	$0
	Totals	$0	$150,000	$0	$0	$0	$0	$150,000	$0	$150,000

BI-24-PW-47: Mechanic Street Wharf/Pier

Department		Public Works Department
Project Location		Mechanic Street
Priority		C (needed within 7 to 10 years)
Impact on Operating Budget		Negligible (<$5,001)
Operating Budget Impact Details	**Personnel**	N/A
	Dept. Budget	Minimal
Funding Policies	**Percent for Art**	N/A
	Green Building	N/A



Description: This project will replace the "Snappy LaCava" Wharf that had been at 95 Mechanic Street. The project was bid with the recently completed sea wall replacement but due to a lack of funding was not completed.

Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	
	Addresses a Public Health or Safety Need	
	Alleviates Substandard Conditions or Deficiencies	
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	
	Improves Quality of or Provides Added Capacity to Existing Services	
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	Y

Studies Identified & Useful Website Links:
• FY25-FY30 CIP (Prior Year) Project Sheet

Notes of Changes in Funding Plan from FY25-30 CIP:
Monies removed from FY30 ($1,300,000) as project is moved into an outyear.

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	0%							$0	$0	$0
Fed/ State	0%							$0	$0	$0
Bond/ Lease	0%							$0	$0	$0
Other	0%							$0	$0	$0
Revenues (Parking)	0%							$0	$0	$0
PPP	0%							$0	$0	$0
	Totals	$0	$0	$0	$0	$0	$0	$0	$0	$0

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III. INFORMATION SYSTEMS



IS-06-IT-48: Information Technology Upgrades and Replacements

Department		IT Department
Project Location		Citywide
Priority		O (ongoing or programmatic)
Impact on Operating Budget		Negligible (<$5,001)
Operating Budget Impacts	**Personnel**	N/A
	Dept. Budget	N/A
Funding Policies	**Percent for Art**	N/A
	Green Building	N/A



Description: The Information Technology Upgrades & Replacements project incorporates the General Government (City Hall, Public Works, Recreation, and Library), Police, Fire and School Departments' technology needs. The replacement/upgrade of computers, servers and other technology upgrades follow by location for FY26.

Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	
	Addresses a Public Health or Safety Need	
	Alleviates Substandard Conditions or Deficiencies	
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	Y
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	Y

Studies Identified & Useful Website Links:
• FY25-FY30 CIP (Prior Year) Project Sheet

Notes of Changes in Funding Plan from FY25-30 CIP:
Reduced funding for FY26 by $60,0000 during the budget process.

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	0%							$0	$0	$0
Fed/ State (ARPA)	2%							$0	$204,000	$204,000
Bond/ Lease	0%							$0	$0	$0
GF (Non-Operating)	98%	$666,250	$596,750	$555,800	$837,750	$580,700	$674,170	$3,911,420	$4,261,140	$8,172,560
Revenues	0%							$0	$0	$0
PPP	0%							$0	$0	$0
	Totals	$666,250	$596,750	$555,800	$837,750	$580,700	$674,170	$3,911,420	$4,465,140	$8,376,560

IS-06-IT-48: Information Technology Upgrades & Replacements

Computers/Notebooks/Tablets

(Costs include installation)

Location	Inventory	FY 26	FY 27	FY 28	FY29	FY 30	FY 31
City Hall	145	36	29	29	29	29	29
Public Works	97	20	20	20	20	20	20
Library	122	24	24	24	24	24	24
Recreation	25	14	5	5	5	5	5
Police	150	25	25	25	25	25	25
Fire	52	19	10	10	10	10	10
Total Computers	591	138	113	113	113	113	113

Cost of Replacement	FY 26	FY 27	FY 28	FY29	FY 30	FY 31
City Hall	$36,000	$29,000	$29,000	$29,000	$29,000	$29,000
Public Works	$20,000	$20,000	$20,000	$20,000	$20,000	$20,000
Library	$24,000	$24,000	$24,000	$24,000	$24,000	$24,000
Recreation	$14,000	$5,000	$5,000	$5,000	$5,000	$5,000
Police	$66,000	$66,000	$66,000	$66,000	$66,000	$66,000
Fire	$19,000	$10,000	$10,000	$10,000	$10,000	$10,000
Computers/Notebooks Cost per Year	**$179,000**	**$154,000**	**$154,000**	**$154,000**	**$154,000**	**$154,000**

IS-06-IT-48: Information Technology Upgrades & Replacements

Servers

(Costs include installation and software)

Location	Inventory	FY 26	FY 27	FY 28	FY29	FY 30	FY 31
City Hall Server Room	3				3		-
Public Works							
Library	1				1	1	
Police	6	1	1	1	1	1	2
Fire							
Total Servers	10	1	1	1	5	2	2

Cost of Replacement	FY 26	FY 27	FY 28	FY29	FY 30	FY 31
Citywide	$0	$0	$0	$150,000	$0	$0
Public Works	$0	$0	$0	$0	$0	$0
Library	$0	$0	$0	$5,000	$5,000	$0
Police	$100,000	$20,000	$20,000	$20,000	$20,000	$130,000
Fire	$0	$0	$0	$0	$0	$0
Servers Cost per Year	**$100,000**	**$20,000**	**$20,000**	**$175,000**	**$25,000**	**$130,000**

IS-06-IT-48: Information Technology Upgrades & Replacements

Other Technology Replacements and Upgrades

Location	FY 26	FY 27	FY 28	FY29	FY 30	FY 31
Citywide						
Plotter (City Hall)	$0	$10,000	$0	$0	$0	$0
Channel 22 technology equipment	$0	$0	$0	$0	$0	$25,000
WiFi Access Points (City Hall)	$700	$700	$5,250	$700	$5,250	$700
WiFi Contoller (Citywide)	$0	$0	$0	$20,000	$20,000	$0
Interactive Display Panels (City Hall)	$0	$0	$20,000	$20,000	$20,000	$20,000
Network Management System (Citywide)	$0	$10,000	$10,000	$10,000	$10,000	$10,000
WAN Switches/Cables/Firewalls (City Hall - 4)	$20,000	$20,000	$20,000	$20,000	$20,000	$20,000
CMS and Data Conversion (Citywide)	$15,000	$15,000	$15,000	$15,000	$15,000	$15,000
Total City Hall	**$35,700**	**$55,700**	**$70,250**	**$85,700**	**$90,250**	**$90,700**
Public Works						
WiFi Access Points	$2,100	$2,100	$2,100	$2,100	$2,100	$2,100
Interactive Display Panels	$0	$20,000	$20,000	$0	$0	$0
WAN/ Switches	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000
Firewall	$0					$20,000
Total Public Works	**$12,100**	**$32,100**	**$32,100**	**$12,100**	**$12,100**	**$32,100**
Library						
Interactive Display Panels	$20,000	$0	$20,000	$0	$20,000	$0
WiFi Access Points	$0	$10,500	$0	$0	$0	$0
WiFi Controller	$0	$15,000	$0	$0	$0	$0
WAN Switches (1)	$0	$5,000	$5,000	$5,000	$5,000	$5,000
Firewall	$20,000					$20,000
Total Library	**$40,000**	**$30,500**	**$25,000**	**$5,000**	**$25,000**	**$25,000**
Recreation						
Interactive Display Panels	$0	$0	$0	$20,000	$20,000	$0
WiFi Access Points	$2,100	$2,100	$2,100	$2,100	$10,500	$2,100
WiFi Controller	$0	$0	$0	$0	$15,000	$0
WAN Switches	$5,000	$5,000	$5,000	$5,000	$20,000	$5,000
Firewall	$20,000					$20,000
Total Recreation	**$27,100**	**$7,100**	**$7,100**	**$27,100**	**$65,500**	**$27,100**

IS-06-IT-48: Information Technology Upgrades & Replacements

Other Technology Replacements and Upgrades

Location	FY 26	FY 27	FY 28	FY29	FY 30	FY 31
Police						
Radios-portable (154)	$70,000	$70,000	$70,000	$70,000	$70,000	$70,000
Radios-mobile (42)	$20,000	$20,000	$20,000	$20,000	$20,000	$20,000
Printers (68)	$4,200	$4,200	$4,200	$4,200	$4,200	$4,200
CJIS Compliance	$5,000	$5,000	$5,000	$5,000	$5,000	$5,000
Firewalls (7)	$3,500	$3,500	$3,500	$3,500	$3,500	$3,500
Tape back ups (2)	$0	$5,000	$0	$0	$5,000	$0
NAS (Network Attached Storage) (6)	$3,000	$3,000	$3,000	$3,000	$3,000	$3,000
Scanners (14)	$1,600	$1,600	$1,600	$1,600	$1,600	$1,600
MSA Storage & Drives	$0	$0	$0	$0	$23,500	$0
WiFi Access Points (7)				$4,500	$0	$0
Network Switches (10g) (2)	$0	$0	$15,000	$0	$0	$0
Network Switches (1g) (6)	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000
Exacom (Telephone audio recording)	$0	$60,000	$0	$0	$0	$0
Phone System Replace/Upgrade	$20,000	$0	$0	$0	$0	$0
Security Door Access Units System	$7,000	$7,000	$7,000	$100,000	$7,000	$7,000
Cameravision Exacq	$5,200	$5,200	$5,200	$5,200	$5,200	$5,200
Total Police	**$149,500**	**$194,500**	**$144,500**	**$227,000**	**$158,000**	**$129,500**
Fire						
Radios- portable (55)	$18,000	$18,000	$18,000	$18,000	$18,000	$18,000
Radios- mobile (44)	$5,000	$5,000	$5,000	$5,000	$5,000	$5,000
Printers (13)	$2,750	$2,750	$2,750	$2,750	$2,750	$2,750
WiFi Access Points	$2,100	$2,100	$2,100	$2,100	$2,100	$2,100
Interactive Display Panels	$0	$0	$20,000	$20,000	$20,000	$20,000
MutualLink EOC	$0	$0	$0	$24,000	$24,000	$0
WAN Swtiches (3)	$5,000	$5,000	$5,000	$5,000	$5,000	$5,000
Firewall	$20,000					$20,000
Total Fire	**$52,850**	**$32,850**	**$52,850**	**$76,850**	**$76,850**	**$52,850**
School Department						
Wifi Access Points	$25,000	$40,000	$25,000	$15,000	$0	$30,000
Classroom Interactive Panels or Projectors	$0	$0	$5,000	$0	$0	$5,000
Virtual Desktop Interface (VDI) Expansion	$30,000	$30,000	$0	$30,000	$30,000	$0
Firewall	$0	$0	$15,000	$0	$0	$0
LAN Network Switches	$0	$0	$5,000	$30,000	$0	$25,000
WAN Switches (6)	$15,000	$0	$0	$0	$30,000	$0
Total School	**$70,000**	**$70,000**	**$50,000**	**$75,000**	**$60,000**	**$60,000**
Other Technology Replacement/Upgrades Cost per Year	**$420,150**	**$415,650**	**$374,700**	**$481,650**	**$422,200**	**$390,150**

IS-06-IT-48: Information Technology Upgrades & Replacements

Totals by Location

	FY 26	FY 27	FY 28	FY29	FY 30	FY 31
Citywide	$106,700	$84,700	$99,250	$264,700	$119,250	$119,700
Public Works	$52,100	$52,100	$52,100	$32,100	$32,100	$52,100
Library	$69,000	$54,500	$49,000	$34,000	$54,000	$49,000
Recreation	$41,100	$12,100	$12,100	$32,100	$70,500	$5,020
Police	$315,500	$280,500	$230,500	$313,000	$158,000	$325,500
Fire	$71,850	$42,850	$62,850	$86,850	$86,850	$62,850
School	$70,000	$70,000	$50,000	$75,000	$60,000	$60,000
Total Information Technology Replacement and Upgrades	**$726,250**	**$596,750**	**$555,800**	**$837,750**	**$580,700**	**$674,170**

IS-24-IT-49: Cybersecurity Enhancements

Department		IT Department
Project Location		Citywide
Priority		A (needed within 0 to 3 years)
Impact on Operating Budget		Negligible (<$5,001)
Operating Budget Impacts	**Personnel**	N/A
	Dept. Budget	N/A
Funding Policies	**Percent for Art**	N/A
	Green Building	N/A



Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	
	Addresses a Public Health or Safety Need	Y
	Alleviates Substandard Conditions or Deficiencies	Y
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	Y
	Reduces Long-Term Operating Costs	Y
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	Y

Description: In order to improve cybersecurity, the city has assessed its technology environment and developed a remediation plan to address recommendations from Homeland Security CISA (Cybersecurity and Infrastructure Security Agency). This funding request is to address the CISA physical security recommendations. These recommendations apply to all 15 server and switch rooms/closets. These spaces need to be secured with (1) door card access (2) cameras (3) secure cable racks (4) color coded cabling (5) replacement of doors to eliminate windows giving visibility to the spaces, and (6) adequate reliable cooling.

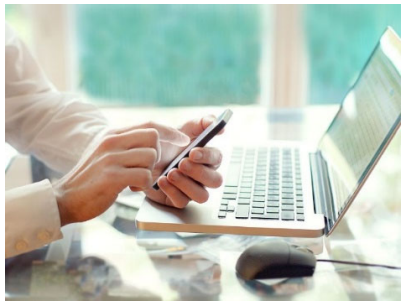
Studies Identified & Useful Website Links:
• FY25-FY30 CIP (Prior Year) Project Sheet

Notes of Changes in Funding Plan from FY25-30 CIP:

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	0%							$0	$0	$0
Fed/ State (ARPA)	5%							$0	$50,000	$50,000
Bond/ Lease	0%							$0	$0	$0
GF (Non-Operating)	95%	$125,000	$125,000	$125,000	$125,000	$125,000	$125,000	$750,000	$125,000	$875,000
Revenues	0%							$0	$0	$0
PPP	0%							$0	$0	$0
	Totals	$125,000	$125,000	$125,000	$125,000	$125,000	$125,000	$750,000	$175,000	$925,000

IS-21-FI-50: Financial Software Upgrade

Department		Finance Department
Project Location		City Hall
Priority		A (needed within 0 to 3 years)
Impact on Operating Budget		High ($100,001 or more)
Operating Budget Impacts	**Personnel**	N/A
	Dept. Budget	Annual subscription costs
Funding Policies	**Percent for Art**	N/A
	Green Building	N/A



Description: Several different software tools that provide for the necessary financial functions of the City need to be upgraded and/or expanded to deliver contemporary business solutions and achieve Citywide efficiencies. The project is underway to find and implement the optimum solution of cloud-based applications to better address finance and accounting, human resources and payroll, purchasing and payables, billing and cash receipting, along with an important list of related functions. The core elements of this new solution are expected to be launched over the course of 2025 with more specialized components following as best coordinated. The revised FY26 request is consistent with the solution costs revealed in the recently completed request for proposals.

Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	
	Addresses a Public Health or Safety Need	Y
	Alleviates Substandard Conditions or Deficiencies	
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	Y
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	Y

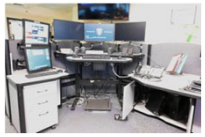
Studies Identified & Useful Website Links:
• FY25-FY30 CIP (Prior Year) Project Sheet

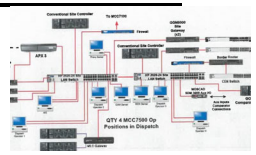
Notes of Changes in Funding Plan from FY25-30 CIP:
Funding was changed from Non-Operating to bond due to changes in the project timeline.

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	0%							$0	$0	$0
Fed/ State	0%							$0	$0	$0
Bond/ Lease	53%	$1,000,000						$1,000,000	$0	$1,000,000
Other (GF Non Operating)	47%							$0	$875,000	$875,000
Revenues	0%							$0	$0	$0
PPP	0%							$0	$0	$0
	Totals	$1,000,000	$0	$0	$0	$0	$0	$1,000,000	$875,000	$1,875,000

IS-26-PD-51: Public Safety Radio Communication System Replacement

Department		Police Department & IT Department
Project Location		Citywide
Priority		Equipment (non-vehicular)
Impact on Operating Budget		Negligible (<$5,001)
Operating Budget Impacts	**Personnel**	N/A
	Dept. Budget	N/A
Funding Policies	**Percent for Art**	N/A
	Green Building	N/A







Description: The public safety communications system provides seamless radio/dispatch transmissions throughout the city for Police and Fire. The system also allows for radio interoperability with statewide, federal, and some border agencies in MA and ME. The system currently includes nine radio antenna sites with "comm" stations in specific locations around the city. This insures there are no "bare spots" where radio transmission are not viable. The radio infrastructure also includes an operating system and consoles in dispatch for these transmissions.

The department migrated from an analogue radio system to a digital one in the late 1990's. The most recent upgrade/replacement to this digital system took place in 2017 and will be due for another upgrade/replacement 12-15 years from that date. 2030 is the planned start date for the project, as it takes over a year to design and install.

A needs study will be completed prior entering into a new contract to insure the department is using the most up-to-date technology so emergency communications throughout the city and the ability to connect to the state and federal systems will be un-interrupted. The next upgrade replacement is anticipated to cost over $2,000,000. The funding requested is in preparation for this project.

Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	
	Addresses a Public Health or Safety Need	Y
	Alleviates Substandard Conditions or Deficiencies	Y
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	Y
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	Y

Studies Identified & Useful Website Links:

- FY25-FY30 CIP (Prior Year) Project Sheet

Notes of Changes in Funding Plan from FY25-30 CIP:

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	0%							$0	$0	$0
Fed/ State (ARPA)	0%							$0	$0	$0
Bond/ Lease	0%							$0	$0	$0
GF (Non-Operating)	100%	$300,000	$300,000	$300,000	$300,000	$300,000	$300,000	$1,800,000	$125,000	$1,925,000
Revenues	0%							$0	$0	$0
PPP	0%							$0	$0	$0
	Totals	$300,000	$300,000	$300,000	$300,000	$300,000	$300,000	$1,800,000	$125,000	$1,925,000

IV. TRANSPORTATION SYSTEMS MANAGEMENT

TSM-12-PW-52: Parking Lot Paving

Department		Public Works – Parking Division
Project Location		Citywide
Priority		O (ongoing or programmatic)
Impact on Operating Budget		Negligible (<$5,001)
Operating Budget Impacts	**Personnel**	N/A
	Dept. Budget	N/A
Funding Policies	**Percent for Art**	N/A
	Green Building	Yes



Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	
	Addresses a Public Health or Safety Need	
	Alleviates Substandard Conditions or Deficiencies	Y
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	

Description: The City owns metered and unmetered parking lots which require regular maintenance and periodic repaving. There are five (5) metered lots: Bridge Street Lot, Hanover Lot, Ladd Lot, Memorial Lot, and Worth Lot. There are six unmetered lots: Parrott, Prescott, Water, Peirce Island, South Mill Pond, and City Hall.

Studies Identified & Useful Website Links:

- Department of Public Works - Parking Division (Park Portsmouth)
- FY25-FY30 CIP (Prior Year) Project Sheet

Notes of Changes in Funding Plan from FY25-30 CIP:

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	0%							$0	$0	$0
Fed/ State	0%							$0	$0	$0
Bond/ Lease	0%							$0	$0	$0
Other	0%							$0	$0	$0
Revenues (Parking)	100%	$150,000	$150,000	$150,000	$150,000	$150,000	$150,000	$900,000	$550,000	$1,450,000
PPP	0%							$0	$0	$0
	Totals	$150,000	$150,000	$150,000	$150,000	$150,000	$150,000	$900,000	$550,000	$1,450,000

TSM-08-PW-53: Parking Meters

Department		Public Works – Parking Division
Project Location		Downtown Business District
Priority		O (ongoing or programmatic)
Impact on Operating Budget		Negligible (<$5,001)
Operating Budget Impacts	**Personnel**	N/A
	Dept. Budget	N/A
Funding Policies	**Percent for Art**	N/A
	Green Building	N/A



Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	
	Addresses a Public Health or Safety Need	
	Alleviates Substandard Conditions or Deficiencies	Y
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	

Description: This ongoing funding supports replacement of aging equipment and greater user experience. Meters and kiosks require regular maintenance and upgrades to ensure up-to-date technology required by all cell providers.

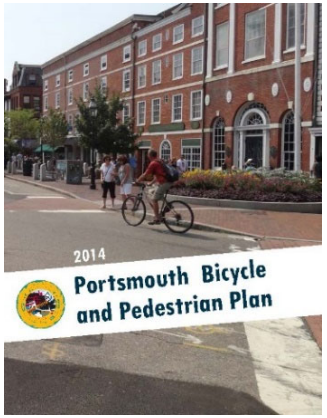
Studies Identified & Useful Website Links:
• Department of Public Works - Parking Division (Park Portsmouth) • FY25-FY30 CIP (Prior Year) Project Sheet

Notes of Changes in Funding Plan from FY25-30 CIP:

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	0%							$0	$0	$0
Fed/ State	0%							$0	$0	$0
Bond/ Lease	0%							$0	$0	$0
Other	0%							$0	$0	$0
Revenues (Parking)	100%	$50,000	$50,000	$50,000	$50,000	$50,000	$50,000	$300,000	$260,000	$560,000
PPP	0%							$0	$0	$0
	Totals	$50,000	$50,000	$50,000	$50,000	$50,000	$50,000	$300,000	$260,000	$560,000

TSM-15-PL-55: Bicycle/Pedestrian Plan Implementation

Department		Planning and Sustainability Department
Project Location		Citywide
Priority		O (ongoing or programmatic)
Impact on Operating Budget		Negligible (<$5,001)
Operating Budget Impacts	**Personnel**	N/A
	Dept. Budget	N/A
Funding Policies	**Percent for Art**	N/A
	Green Building	N/A



Description: This funding is requested to implement projects identified in the 2024 Update to the 2014 Bicycle and Pedestrian Plan once the update is complete. Demand for bicycle and pedestrian facilities continues to grow and these funds will be used as opportunities become available to expand and improve the Citywide bicycle and pedestrian networks. The Bicycle and Pedestrian Plan when complete, will implement measures which will help make walking and bicycling in Portsmouth safer and more convenient Citywide.

Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	
	Addresses a Public Health or Safety Need	
	Alleviates Substandard Conditions or Deficiencies	Y
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	Y
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	Y
	Responds to a Citywide Goal or Submitted Resident Request	

Studies Identified & Useful Website Links:

- Bicycle & Pedestrian Planning
- Bicycle and Pedestrian Plan 2014
- Planning and Sustainability Department
- FY25-FY30 CIP (Prior Year) Project Sheet

Notes of Changes in Funding Plan from FY25-30 CIP:

		FY26	FY27	FY28	FY29	FY30	FY3	Totals 25-30	6 PY's Funding	Totals
GF	14%							$0	$80,000	$80,000
Fed/ State	0%							$0	$0	$0
Bond/ Lease	0%							$0	$0	$0
Other	0%							$0	$0	$0
Revenues (parking)	86%	$50,000	$50,000	$50,000	$50,000	$50,000	$50,000	$300,000	$200,000	$500,000
PPP	0%							$0	$0	$0
	Totals	$50,000	$50,000	$50,000	$50,000	$50,000	$50,000	$300,000	$280,000	$580,000

TSM-17-PW-59: Elwyn Park Traffic Calming and Pedestrian Flow Plan

Department		Public Works Department and Planning and Sustainability Departmen
Project Location		Elwyn Park (McKinley Rd, Harding Rd, Van Buren Rd, Fillmore Rd)
Priority		A (needed within 0 to 3 year)
Impact on Operating Budget		Negligible (<$5,001)
Operating Budget Impacts	**Personnel**	N/A
	Dept. Budget	N/A
Funding Policies	**Percent for Art**	N/A
	Green Building	N/A



Description: This project will provide safe pedestrian connections and traffic calming throughout the Elwyn Park Neighborhood. A feasibility study has been completed using prior year Capital funding which identified priority streets within the neighborhood for addition of sidewalks and recommended traffic calming measures.

Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	
	Addresses a Public Health or Safety Need	
	Alleviates Substandard Conditions or Deficiencies	Y
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	Y
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	Y
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	

Studies Identified & Useful Website Links:

- Elwyn Park Sidewalks and Traffic Calming Project Page
- Elwyn Park Sidewalk Study June 2020
- Bicycle and Pedestrian Plan 2014
- FY23-FY28 CIP (Prior Year) Project Sheet

Notes of Changes in Funding Plan from FY25-30 CIP:

Returning project (from CIP FY24) that requires further funding

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	2%							$0	$225,000	$225,000
Fed/ State	0%							$0	$0	$0
Bond/ Lease	98%	$1,500,000		$3,000,000		$3,000,000		$7,500,000	$1,500,000	$9,000,000
Other	0%							$0	$0	$0
Revenues	0%							$0	$0	$0
PPP (Walmart)	0%							$0	$0	$0
	Totals	$1,500,000	$0	$3,000,000	$0	$3,000,000	$0	$7,500,000	$1,725,000	$9,225,000

TSM-15-PW-63: Market Square Upgrade

Department		Public Works Department & Planning and Sustainability Department
Project Location		Market Square
Priority		A (needed within 0 to 3 years)
Impact on Operating Budget		Negligible (<$5,001)
Operating Budget Impacts	**Personnel**	N/A
	Dept. Budget	N/A
Funding Policies	**Percent for Art**	N/A
	Green Building	Yes



Description: Market Square was constructed in 1977 with minor improvements completed over the years. Streets and buildings around the square have been updated but utility, sidewalk and lighting upgrades are now required. The Market Square study will be completed in FY25 and will inform Phase 1 capital investments in FY26. The intent of this study is to engage the community in a Citywide process that will allow us to better understand the vision, values, and funding priorities for Market Square through public outreach. This project will be implemented in multiple phases which are reflected in the funding requests for outyears FY28 and FY30. These phases will include streetscape improvements, pedestrian enhancements, and upgrades to water, sewer, drainage and will address citizen requests.

Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	
	Addresses a Public Health or Safety Need	
	Alleviates Substandard Conditions or Deficiencies	Y
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	Y
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	Y
	Responds to a Citywide Goal or Submitted Resident Request	Y

Studies Identified & Useful Website Links:
• Bicycle and Pedestrian Plan 2014 • FY25-FY30 CIP (Prior Year) Project Sheet

Notes of Changes in Funding Plan from FY25-30 CIP:
Moved funding from Parking to General Fund

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	4%							$0	$100,000	$100,000
Fed/ State	0%							$0	$0	$0
Bond/ Lease	96%	$500,000		$1,000,000		$1,000,000		$2,500,000	$0	$2,500,000
Other	0%							$0	$0	$0
Revenues	0%							$0	$0	$0
PPP	0%							$0	$0	$0
	Totals	$500,000	$0	$1,000,000	$0	$1,000,000	$0	$2,500,000	$100,000	$2,600,000

TSM-95-PW-64: Citywide Sidewalk Reconstruction Program

Department		Public Works Department
Project Location		Citywide
Priority		O (ongoing or programmatic)
Impact on Operating Budget		Negligible (<$5,001)
Operating Budget Impacts	**Personnel**	Fractional FTE
	Dept. Budget	Minimal maintenance needs
Funding Policies	**Percent for Art**	N/A
	Green Building	Yes



Description: The Public Works Department completed a conditional sidewalk assessment of City maintained sidewalks. The assessment contains detailed information on seventy-four (74) miles of sidewalk. These sidewalks are not included in parks, fields and other City maintained facilities. The results give staff a clear depiction of the overall conditions. This project consists of sidewalks identified as poor to fair condition. Reconstruction work is based on need and execution is coordinated with other street and utility improvement projects.

Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	
	Addresses a Public Health or Safety Need	Y
	Alleviates Substandard Conditions or Deficiencies	Y
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	Y
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	

Studies Identified & Useful Website Links:

- Roads & Sidewalks Project Page
- Sidewalk Condition Index 2018
- Public Works Homepage
- FY25-FY30 CIP (Prior Year) Project Sheet

Notes of Changes in Funding Plan from FY25-30 CIP:

Funding increased to $800,000, funded every-other-year as found in previous CIP documents.

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	0%							$0	$0	$0
Fed/ State	0%							$0	$0	$0
Bond/ Lease	100%	$800,000		$800,000		$800,000		$2,400,000	$1,600,000	$4,000,000
Other	0%							$0	$0	$0
Revenues	0%							$0	$0	$0
PPP	0%							$0	$0	$0
	Totals	$800,000	$0	$800,000	$0	$800,000	$0	$2,400,000	$1,600,000	$4,000,000

TSM-95-PW-64: Citywide Sidewalk Reconstruction Program

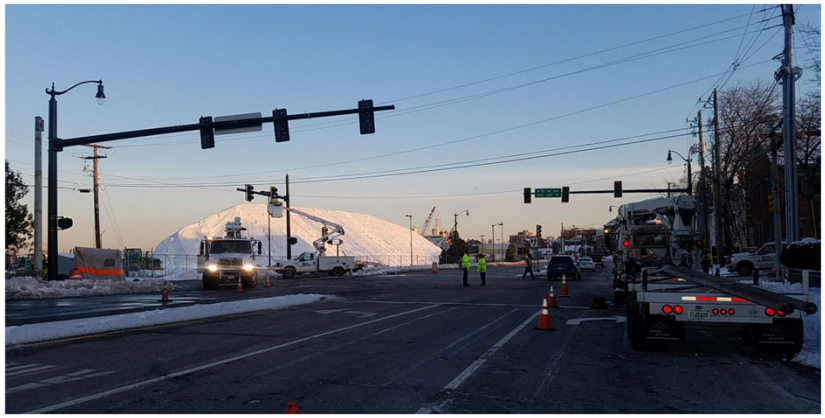
PROPOSED CAPITAL IMPROVEMENTS ON EXISTING SIDEWALKS:

- Maple Haven - North
- Kensington Road
- Lawrence Street
- Mendum Avenue
- Summit Avenue
- Woodlands Area
- South Side of South Street - Lafayette to Spinney Road
- Miscellaneous

The list above represents a backlog of high priority sidewalk projects as identified by the Conditional Sidewalk Assessment and other capital projects. The amount of work completed depends on available funds and construction bid prices.

TSM-10-PW-65: Citywide Traffic Signal Upgrade Program

Department		Public Works Department
Project Location		Citywide
Priority		O (ongoing or programmatic)
Impact on Operating Budget		Negligible (<$5,001)
Operating Budget Impacts	**Personnel**	N/A
	Dept. Budget	N/A
Funding Policies	**Percent for Art**	N/A
	Green Building	N/A



Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	
	Addresses a Public Health or Safety Need	
	Alleviates Substandard Conditions or Deficiencies	Y
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	Y
	Reduces Long-Term Operating Costs	
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	

Description: The City continues to replace its antiquated signal systems. These replacements improve traffic flow, emergency response, safety, and efficiency at intersections. The upgrades include new traffic signals, controllers, improved compliance with pedestrian ADA requirements, and minor roadwork.

Studies Identified & Useful Website Links:

- Middle Street, Summer Street, Miller Avenue – Traffic Signal Design
- FY25-FY30 CIP (Prior Year) Project Sheet

Notes of Changes in Funding Plan from FY25-30 CIP:

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	100%	$100,000	$100,000	$100,000	$100,000	$100,000	$100,000	$600,000	$600,000	$1,200,000
Fed/ State	0%							$0	$0	$0
Bond/ Lease	0%							$0	$0	$0
Other	0%							$0	$0	$0
Revenues	0%							$0	$0	$0
PPP	0%							$0	$0	$0
	Totals	$100,000	$100,000	$100,000	$100,000	$100,000	$100,000	$600,000	$600,000	$1,200,000

TSM-11-PW-66: Citywide Intersection Improvements

Department		Public Works Department
Project Location		Citywide
Priority		O (ongoing or programmatic)
Impact on Operating Budget		Negligible (<$5,001)
Operating Budget Impacts	**Personnel**	N/A
	Dept. Budget	N/A
Funding Policies	**Percent for Art**	N/A
	Green Building	N/A



Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	
	Addresses a Public Health or Safety Need	Y
	Alleviates Substandard Conditions or Deficiencies	Y
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	

Description: The Parking and Traffic Safety (PTS) Committee receives numerous requests to address traffic volumes, vehicle speeds, and pedestrian safety. Many of these request's deal with street intersections which could be enhanced with minor modifications to the geometry of the streets at the intersections. This project would fund improvements to various intersections involving realignment, curbing, signage, and other traffic calming methods. Intersection modifications improve safety for both pedestrian and motor vehicle traffic. The Greenleaf Avenue and Lafayette Road intersection has been identified as a difficult intersection, which needs improvement.

Studies Identified & Useful Website Links:

- FY25-FY30 CIP (Prior Year) Project Sheet

Notes of Changes in Funding Plan from FY25-30 CIP:

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	100%	$100,000	$100,000	$100,000	$100,000	$100,000	$100,000	$600,000	$300,000	$900,000
Fed/ State	0%							$0	$0	$0
Bond/ Lease	0%							$0	$0	$0
Other	0%							$0	$0	$0
Revenues	0%							$0	$0	$0
PPP	0%							$0	$0	$0
	Totals	$100,000	$100,000	$100,000	$100,000	$100,000	$100,000	$600,000	$300,000	$900,000

TSM-16-PL/NH-67: Russell/Market Intersection Upgrade

Department		Planning and Sustainability & Public Works Department
Project Location		Russell and Market Streets
Priority		A (needed within 0 to 3 years)
Impact on Operating Budget		Minimal ($5,001 to $50,000)
Operating Budget Impacts	**Personnel**	N/A
	Dept. Budget	Maintenance needs
Funding Policies	**Percent for Art**	N/A
	Green Building	Yes



Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	
	Addresses a Public Health or Safety Need	Y
	Alleviates Substandard Conditions or Deficiencies	Y
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	Y
	Timing or Location Coordinate with Synergistic Project	Y
	Reduces Long-Term Operating Costs	Y
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	

Description: The volume of traffic at the intersection of Russell Street and Market Street has increased over time. Traffic is expected to continue to increase due to nearby private development projects. Improvements are needed to address traffic flow and safety. This work would complement the recently completed Market Street Gateway Project. In addition, this project will progress in conjunction with the upcoming Market Street railroad crossing reconstruction project by NHDOT and coordinate with adjacent development.

Studies Identified & Useful Website Links:

- FY25-FY30 CIP (Prior Year) Project Sheet

Notes of Changes in Funding Plan from FY25-30 CIP:

NHDOT identified a total project cost of $1,449,837. 80% of that total is eligible for State funding ($1,159,839)

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	11%							$0	$200,000	$200,000
Fed/ State (NHDOT)	63%	$1,159,839						$1,159,839	$0	$1,159,839
Bond/ Lease	20%							$0	$365,000	$365,000
Other	0%							$0	$0	$0
Revenues	0%							$0	$0	$0
PPP (developers)	6%							$0	$117,500	$117,500
	Totals	$1,159,839	$0	$0	$0	$0	$0	$1,159,839	$682,500	$1,842,339

TSM-18-PW-68: Citywide Bridge Improvements

Department		Public Works Department
Project Location		Citywide
Priority		O (ongoing or programmatic)
Impact on Operating Budget		Negligible (<$5,001)
Operating Budget Impacts	**Personnel**	N/A
	Dept. Budget	N/A
Funding Policies	**Percent for Art**	N/A
	Green Building	Yes



Description: This project provides funding for regular maintenance of city bridges. Typical bridge maintenance includes sealing the concrete surfaces, replacing the pavement surfaces and membranes, and maintaining or upgrading railing systems and fences. Upcoming work will be on bridges on Bartlett Street, Coakley Road Bridge, and the pedestrian bridge on Borthwick Avenue.

Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	
	Addresses a Public Health or Safety Need	Y
	Alleviates Substandard Conditions or Deficiencies	Y
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	Y
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	Y
	Improves Quality of or Provides Added Capacity to Existing Services	
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	

Studies Identified & Useful Website Links:
• Citywide Bridge Evaluation 2018 • FY25-FY30 CIP (Prior Year) Project Sheet

Notes of Changes in Funding Plan from FY25-30 CIP:

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	20%	$50,000	$50,000	$50,000	$50,000	$50,000	$50,000	$300,000	$300,000	$600,000
Fed/ State	0%							$0	$0	$0
Bond/ Lease	80%							$0	$2,350,000	$2,350,000
Other	0%							$0	$0	$0
Revenues	0%							$0	$0	$0
PPP	0%							$0	$0	$0
	Totals	$50,000	$50,000	$50,000	$50,000	$50,000	$50,000	$300,000	$2,650,000	$2,950,000

TSM-08-PW/NH-69: Cate Street Bridge Replacement

Department		Public Works Department
Project Location		Cate Street
Priority		A (needed within 0 to 3 years)
Impact on Operating Budget		Negligible (<$5,001)
Operating Budget Impacts	**Personnel**	N/A
	Dept. Budget	N/A
Funding Policies	**Percent for Art**	N/A
	Green Building	Yes



Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	
	Addresses a Public Health or Safety Need	Y
	Alleviates Substandard Conditions or Deficiencies	Y
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	Y
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	

Description: This bridge is beyond its 50-year design life. It cannot handle heavy truck volumes and needs to be replaced. Residents have asked for the bridge to remain open if the median on Route 1 Bypass is extended past Cottage Street. This ensures emergency vehicle access to Portsmouth Hospital from the neighborhood. The City will continue to do temporary repairs until state funding is available for the bridge replacement.

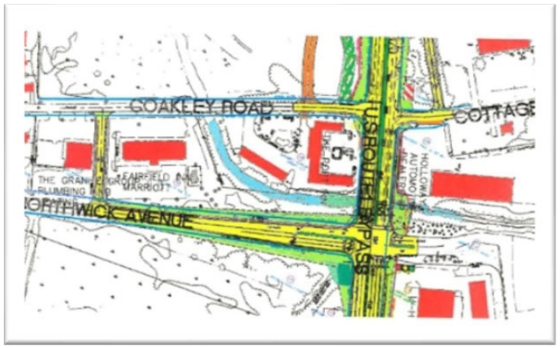
Studies Identified & Useful Website Links:
• Citywide Bridge Evaluation 2018
• FY25-FY30 CIP (Prior Year) Project Sheet

Notes of Changes in Funding Plan from FY25-30 CIP:
NH DOT adjusted schedule as of 10/21/2024

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	0%							$0	$0	$0
Fed/ State	78%	$1,335,000						$1,335,000	$100,000	$1,435,000
Bond/ Lease	22%	$415,000						$415,000	$0	$415,000
Other	0%							$0	$0	$0
Revenues	0%							$0	$0	$0
PPP	0%							$0	$0	$0
	Totals	$1,750,000	$0	$0	$0	$0	$0	$1,750,000	$100,000	$1,850,000

TSM-20-PW-70: Coakley-Borthwick Connector Roadway

Department		Public Works Department
Project Location		Coakley Road and Borthwick Avenue
Priority		A (needed within 0 to 3 years)
Impact on Operating Budget		Negligible (<$5,001)
Operating Budget Impacts	**Personnel**	N/A
	Dept. Budget	Maintenance needs
Funding Policies	**Percent for Art**	N/A
	Green Building	Yes



Description: To improve traffic flow on the Route 1 Bypass, a plan for intersection improvements has been designed. The signal at the intersection of Coakley Road, Cottage Street and the Route 1 Bypass may be removed and the median on the Bypass extended through the intersection prohibiting left turns. To provide left turn access to and from the Bypass for the users of Coakley Road, this project would construct a connector roadway between Coakley Road and Borthwick Avenue. This project is subject to NHDOT approval and would be contingent upon acquiring the necessary right-of-way.

Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	
	Addresses a Public Health or Safety Need	
	Alleviates Substandard Conditions or Deficiencies	Y
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	Y
	Reduces Long-Term Operating Costs	
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	Y
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	

Studies Identified & Useful Website Links:

- Citywide Bridge Evaluation 2018,
- NHDOT long range vision for the Bypass
- FY25-FY30 CIP (Prior Year) Project Sheet

Notes of Changes in Funding Plan from FY25-30 CIP:

Funding in FY26 increased by $240,000 (matching CMAQ funding included in Bond)

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	0%							$0	$0	$0
Fed/ State	0%							$0	$0	$0
Bond/ Lease	100%	$1,240,000						$1,240,000	$0	$1,240,000
Other	0%							$0	$0	$0
Revenues	0%							$0	$0	$0
PPP	0%							$0	$0	$0
	Totals	$1,240,000	$0	$0	$0	$0	$0	$1,240,000	$0	$1,240,000

TSM-21-PW-71: Traffic Calming

Department		Public Works Department
Project Location		Citywide
Priority		A (needed within 0 to 3 years)
Impact on Operating Budget		Negligible (<$5,001)
Operating Budget Impacts	**Personnel**	N/A
	Dept. Budget	Maintenance needs
Funding Policies	**Percent for Art**	N/A
	Green Building	Yes



Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	
	Addresses a Public Health or Safety Need	Y
	Alleviates Substandard Conditions or Deficiencies	Y
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	Y

Description: Residents routinely request traffic calming throughout the City. This project addresses funding for calming measures in several areas. These changes would improve safety and access for pedestrians destined for Portsmouth High School and area playgrounds.

Locations with requests for traffic calming measures include Hoover Drive, State Street from Cass to Middle, Rockingham Avenue, Edwards Avenue, Elwyn Road, Little Harbor Road, Greenland Road, Dennett Street, New Castle Avenue and Miller Avenue.

Studies Identified & Useful Website Links:

- Neighborhood Traffic Calming Program
- FY25-FY30 CIP (Prior Year) Project Sheet

Notes of Changes in Funding Plan from FY25-30 CIP:

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	48%							$0	$320,000	$320,000
Fed/ State	0%							$0	$0	$0
Bond/ Lease	0%							$0	$0	$0
Other	0%							$0	$0	$0
Revenues (Parking)	52%	$50,000	$50,000	$50,000	$50,000	$50,000	$50,000	$300,000	$50,000	$350,000
PPP	0%							$0	$0	$0
	Totals	$50,000	$50,000	$50,000	$50,000	$50,000	$50,000	$300,000	$370,000	$670,000

TSM-94-PW-72: Street Paving, Management, and Rehabilitation

Department		Public Works Department
Project Location		Citywide
Priority		O (ongoing or programmatic)
Impact on Operating Budget		Negligible (<$5,001)
Operating Budget Impacts	**Personnel**	N/A
	Dept. Budget	N/A
Funding Policies	**Percent for Art**	N/A
	Green Building	Yes



Description: The Pavement Condition Management Program started in 1993. An annual report updating the City's pavement management system is completed as part of this program. The City's network of roads are evaluated, and comprehensive budget requirements are analyzed to develop road-paving programs and timelines. The report provides recommended funding to maintain street conditions at current levels. These are capital costs that are implemented over a two-year period with an expected lifespan of 20 years. The Public Works operational budget includes maintenance costs with an expected lifespan of 10 years. A list of streets needing improvement is on the next page.

Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	Y
	Addresses a Public Health or Safety Need	Y
	Alleviates Substandard Conditions or Deficiencies	Y
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	Y
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	Y

Studies Identified & Useful Website Links:

- Pavement Management Index 2020 (draft)
- Department of Public Works Projects Page
- Roads & Sidewalks Project Page
- FY25-FY30 CIP (Prior Year) Project Sheet

Notes of Changes in Funding Plan from FY25-30 CIP:

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 25-30	6 PY's Funding	Totals
GF	0%							$0	$0	$0
Fed/ State	0%							$0	$0	$0
Bond/ Lease	100%	$4,000,000		$4,000,000		$4,000,000		$12,000,000	$9,000,000	$21,000,000
Other	0%							$0	$0	$0
Revenues	0%							$0	$0	$0
PPP	0%							$0	$0	$0
	Totals	$4,000,000	$0	$4,000,000	$0	$4,000,000	$0	$12,000,000	$9,000,000	$21,000,000

TSM-94-PW-72: Street Paving, Management, and Rehabilitation

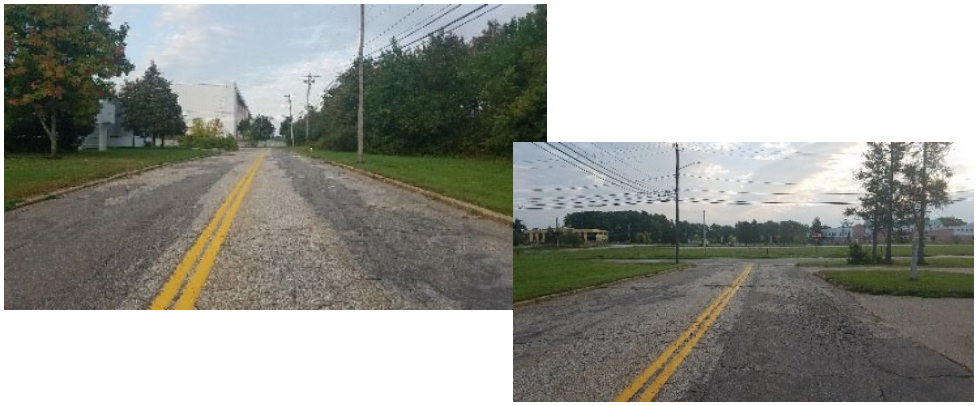
STREETS LISTING:

- Middle Street
- Woodbury Avenue (Bartlett to Market Street)
- Maple Haven
- Coakley Road
- Miscellaneous

The list above represents a backlog of high priority pavement projects as identified by the Pavement Management Index and other capital projects. The amount of work completed depends on available funds and construction bid prices.

TSM-11-PW-73: Pease International Tradeport Roadway Rehabilitation

Department		Public Works Department
Project Location		Pease International Tradeport
Priority		O (ongoing or programmatic)
Impact on Operating Budget		Negligible (<$5,001)
Operating Budget Impacts	**Personnel**	N/A
	Dept. Budget	N/A
Funding Policies	**Percent for Art**	N/A
	Green Building	Yes



Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	Y
	Addresses a Public Health or Safety Need	Y
	Alleviates Substandard Conditions or Deficiencies	Y
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	Y
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	

Description: According to the Municipal Service Agreement between the City of Portsmouth and the Pease Development Authority, the City will deliver public works services in the non-airfield regions of the Pease International Tradeport. These services encompass the maintenance and repair of roads, streets, bridges, and sidewalks. A list of streets requiring improvement is provided on the following page.

Studies Identified & Useful Website Links:

- Pavement Management Index 2020 (draft)
- Department of Public Works Projects Page
- Roads & Sidewalks Project Page
- FY25-FY30 CIP (Prior Year) Project Sheet

Notes of Changes in Funding Plan from FY25-30 CIP:

FY29 Funding moved to FY26, Funding added to FY30

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	0%							$0	$0	$0
Fed/ State	0%							$0	$0	$0
Bond/ Lease	100%	$500,000		$1,000,000		$1,000,000		$2,500,000	$4,700,000	$7,200,000
Other	0%							$0	$0	$0
Revenues	0%							$0	$0	$0
PPP	0%							$0	$0	$0
	Totals	$500,000	$0	$1,000,000	$0	$1,000,000	$0	$2,500,000	$4,700,000	$7,200,000

TSM-11-PW-73: Pease International Tradeport Roadway Rehabilitation

STREETS LISTING:

- Airline Avenue
- Aviation Avenue
- Newfields Street
- Rochester Avenue
- Rye Street
- Miscellaneous

The list above represents a backlog of high priority pavement projects in the Pease International Tradeport as identified by the Pavement Management Index and other capital projects. The amount of work completed depends on available funds and construction bid prices.

TSM-25-PW-77: State Street Two-Way Redesign

Department		Public Works – Highway Division
Project Location		State Street, Middle to Memorial Bridge
Priority		B (needed within 4 to 6 years)
Impact on Operating Budget		Moderate ($50,000 to $100,000)
Operating Budget Impacts	**Personnel**	N/A
	Dept. Budget	New facility carrying and maintenance
Funding Policies	**Percent for Art**	N/A
	Green Building	N/A

Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	
	Addresses a Public Health or Safety Need	
	Alleviates Substandard Conditions or Deficiencies	
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	Y
	Improves Quality of or Provides Added Capacity to Existing Services	
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	Y

Description: Consultants assessed converting State Street from one way to two-way traffic flow between Middle Street and Scott Avenue.

The initial cost estimate for this work is $1.5M. This only includes reconstruction of traffic signals, minor intersection changes, and contingency and does not address all the necessary roadway and streetscape modifications which will be determined as part of a design effort.

It is important to note, the consultant's assessment "does not evaluate impacts on non-vehicular modes (bicyclists and pedestrians), emergency vehicles, and loading zones. Currently, truck loading has been observed to fully or partially block the travel lane due to trucks exceeding the width of loading areas, not fully pulling into loading areas, or using the travel lane instead of loading areas. Additional loading zones and possibly wider loading zones may be required, which would have impacts on the number of parking spaces or the sidewalk widths. Shifting the curb to accommodate wider loading zones would have significant cost implications".

The actual cost of this project will not be known until a design is completed but is anticipated to be significantly higher than $1.5M. This design requires further study to determine potential needs and cost estimations.

Studies Identified & Useful Website Links:

- Wall Consultant Group - State Street Two-Way Study of 8/23/23
- FY25-FY30 CIP (Prior Year) Project Sheet

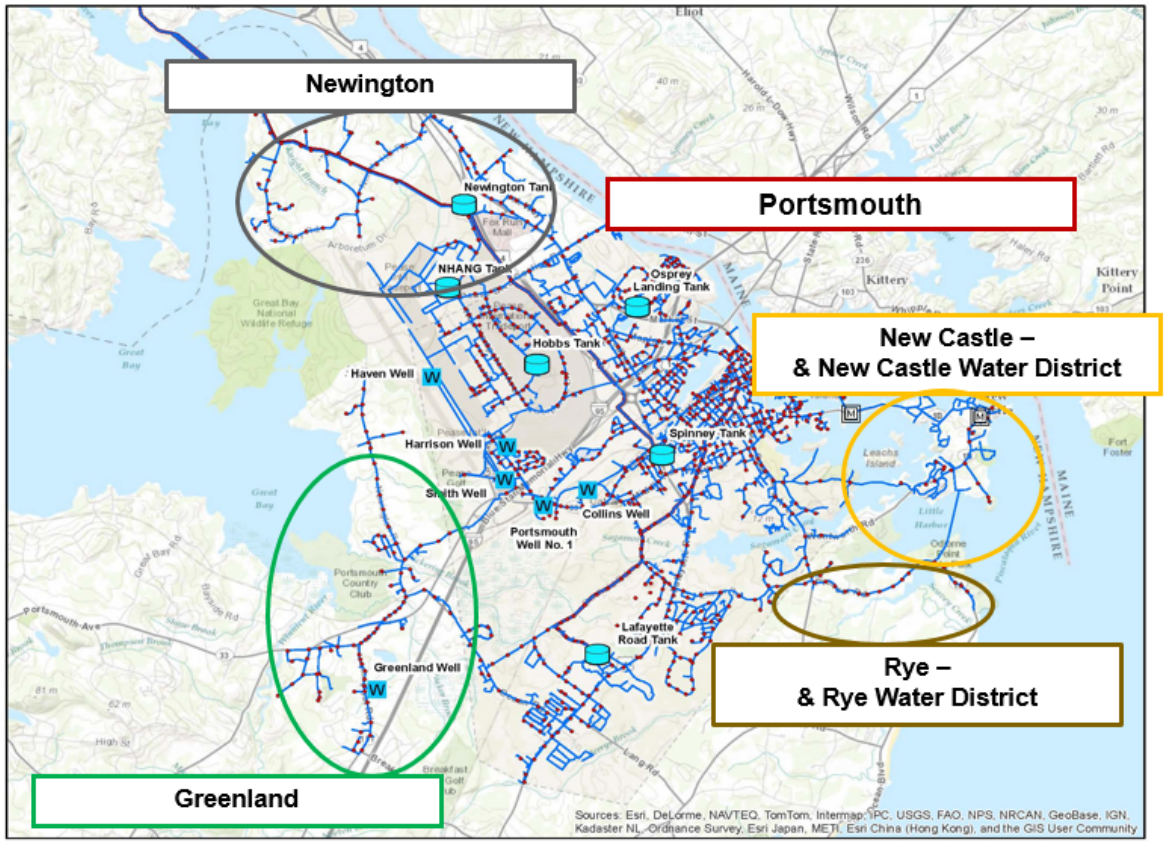
Notes of Changes in Funding Plan from FY25-30 CIP:

FY26 Funding reduced and moved to Capital Outlay to fund a feasibility study, FY27 funding removed until completion of the study advises a funding amount.

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	100%	$50,000						$50,000	$0	$50,000
Fed/ State	0%							$0	$0	$0
Bond/ Lease	0%							$0	$0	$0
Other	0%							$0	$0	$0
Revenues	0%							$0	$0	$0
PPP	0%							$0	$0	$0
	Totals	$50,000	$0	$0	$0	$0	$0	$50,000	$0	$50,000

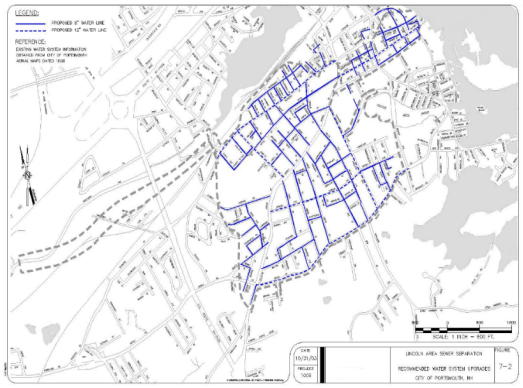
V. ENTERPRISE FUNDS

WATER



EF-02-WD-78: Annual Water Line Replacement

Department		Public Works – Water Division
Project Location		Citywide
Priority		O (ongoing or programmatic)
Impact on Operating Budget		Negligible (<$5,001)
Operating Budget Impacts	**Personnel**	N/A
	Budget	N/A
Funding Policies	**Percent for Art**	N/A
	Green Building	N/A



Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	
	Addresses a Public Health or Safety Need	
	Alleviates Substandard Conditions or Deficiencies	Y
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	Y
	Improves Quality of or Provides Added Capacity to Existing Services	
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	

Description: The water distribution system consists of more than 150 miles of pipe. Many of the older pipes are 50 to 100 years old, undersized and at the end of their design life. Pipes are replaced programmatically as part of water specific capital projects, roadway reconstruction, and prior to annual paving. This item will fund the purchase and installation of pipe, valves and associated materials used to replace those pipes. This project provides funding for large full road reconstruction projects and individual pipe replacement projects.

Studies Identified & Useful Website Links:
• Water System Master Plan 2013
• Water Department
• FY25-FY30 CIP (Prior Year) Project Sheet

Notes of Changes in Funding Plan from FY25-30 CIP:
Additional funds added in FY27, FY29, and FY31 due to escalation.

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	0%							$0	$0	$0
Fed/ State	0%							$0	$0	$0
Bond/ Lease	98%	$1,500,000	$750,000	$1,500,000	$750,000	$1,500,000	$750,000	$6,750,000	$4,500,000	$11,250,000
Other	0%							$0	$0	$0
Revenues	2%							$0	$250,000	$250,000
PPP	0%							$0	$0	$0
	Totals	$1,500,000	$750,000	$1,500,000	$750,000	$1,500,000	$750,000	$6,750,000	$4,750,000	$11,500,000

EF-08-WD-79: Well Stations Improvements

Department		Public Works – Water Division
Project Location		Citywide
Priority		O (ongoing or programmatic)
Impact on Operating Budget		Negligible (<$5,001)
Operating Budget Impacts	**Personnel**	Maintenance of new facilities
	Budget	General Maintenance
Funding Policies	**Percent for Art**	N/A
	Green Building	Yes



Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	
	Addresses a Public Health or Safety Need	
	Alleviates Substandard Conditions or Deficiencies	Y
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	Y
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	Y
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	

Description: This project involves upgrades to existing wells and pumping facilities. Improvements include upgrades to infrastructure, and pumping, treatment and communications equipment, as well as management of site and protective areas, and upgrades associated with regulatory requirements.

Studies Identified & Useful Website Links:
• Water System Master Plan 2013 • Water Department • FY25-FY30 CIP (Prior Year) Project Sheet

Notes of Changes in Funding Plan from FY25-30 CIP:
Additional funding added for Collins and Portsmouth wells

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	0%							$0	$0	$0
Fed/ State	0%							$0	$0	$0
Bond/ Lease	92%	$200,000	$1,000,000					$1,200,000	$1,000,000	$2,200,000
Other	0%							$0	$0	$0
Revenues	8%							$0	$200,000	$200,000
PPP	0%							$0	$0	$0
	Totals	$200,000	$1,000,000	$0	$0	$0	$0	$1,200,000	$1,200,000	$2,400,000

EF-15-WD-80: Reservoir Management

Department		Public Works – Water Division
Project Location		Bellamy Reservoir - Madbury
Priority		O (ongoing or programmatic)
Impact on Operating Budget		Negligible (<$5,001)
Operating Budget Impacts	**Personnel**	N/A
	Budget	N/A
Funding Policies	**Percent for Art**	N/A
	Green Building	N/A



Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	Y
	Addresses a Public Health or Safety Need	
	Alleviates Substandard Conditions or Deficiencies	Y
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	Y
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	

Description: This project consists of the study, design and implementation of measures to ensure the sustainability of the dam and the Bellamy Reservoir; the surface water supply for the Portsmouth Water Treatment Facility in Madbury. This includes an engineering assessment of the condition of the Bellamy Reservoir Dam and the design and implementation of measures to improve the dam structure, the design and construction of an improved outlet flow structure, water quality improvements and the protection of the Bellamy Reservoir.

Studies Identified & Useful Website Links:

- Water System Master Plan 2013
- Water Department
- FY25-FY30 CIP (Prior Year) Project Sheet

Notes of Changes in Funding Plan from FY25-30 CIP:

Funding moved to FY27 which reflects adjusted schedule.

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	0%							$0	$0	$0
Fed/ State	0%							$0	$0	$0
Bond/ Lease	89%		$1,000,000					$1,000,000	$600,000	$1,600,000
Other	0%							$0	$0	$0
Revenues	11%							$0	$200,000	$200,000
PPP	0%							$0	$0	$0
	Totals	$0	$1,000,000	$0	$0	$0	$0	$1,000,000	$800,000	$1,800,000

EF-22-WD-81: Water Storage Tanks Improvements

Department		Public Works – Water Division
Project Location		Citywide
Priority		A (needed within 0 to 3 years)
Impact on Operating Budget		Negligible (<$5,001)
Operating Budget Impacts	**Personnel**	N/A
	Budget	N/A
Funding Policies	**Percent for Art**	N/A
	Green Building	N/A





Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	
	Addresses a Public Health or Safety Need	
	Alleviates Substandard Conditions or Deficiencies	
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	

Description: This CIP item accounts for the on-going need to repair and improve the conditions of our water storage tanks. Currently the Newington Booster Station Tank, Lafayette Road, and Spinney Road Water Storage Tanks are in need of painting, repairs, or replacement. An engineering assessment is ongoing to evaluate options for improving tank performance and minimizing water quality issues. Funds for tank improvement design are also included for planning purposes. After the engineering assessment, construction costs and improvement schedules will be adjusted accordingly.

Studies Identified & Useful Website Links:

- Water Department
- FY25-FY30 CIP (Prior Year) Project Sheet

Notes of Changes in Funding Plan from FY25-30 CIP:

FY26 funding is for the Newington Booster Station, outyears including funding for all other storage tanks.

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	0%							$0	$0	$0
Fed/ State	0%							$0	$0	$0
Bond/ Lease	99%	$5,000,000		$2,000,000			$10,000,000	$17,000,000	$400,000	$17,400,000
Other	0%							$0	$0	$0
Revenues	1%							$0	$100,000	$100,000
PPP	0%							$0	$0	$0
	Totals	$5,000,000	$0	$2,000,000	$0	$0	$10,000,000	$17,000,000	$500,000	$17,500,000

EF-24-WD-82: Greenland Well Treatment

Department		Public Works - Water Division
Project Location		Citywide
Priority		A (needed within 0 to 3 years)
Impact on Operating Budget		Minimal ($5,001 to $50,000 per year)
Operating Budget Impacts	**Personnel**	Fraction FTE increase
	Budget	Minor Impact for media replacement, facility heating and electricity
Funding Policies	**Percent for Art**	N/A
	Green Building	N/A



Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	Y
	Addresses a Public Health or Safety Need	Y
	Alleviates Substandard Conditions or Deficiencies	
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	

Description: This project involves the design and construction of a PFAS treatment facility at the Greenland Well. The US EPA regulations finalized in 2024 set drinking water limits at levels slightly below the current PFAS levels tested at Greenland Well. New drinking water limits must be met by 2029. This facility will be designed to provide compliance with these new regulations.

Studies Identified & Useful Website Links:
• USEPA PFAS Regulations • Water Department

Notes of Changes in Funding Plan from FY25-30 CIP:
Returning Project (Formerly EF-24-WD-89)

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	0%							$0	$0	$0
Fed/ State	0%							$0	$0	$0
Bond/ Lease	100%	$2,000,000						$2,000,000	$0	$2,000,000
Other	0%							$0	$0	$0
Revenues	0%							$0	$0	$0
PPP	0%							$0	$0	$0
	Totals	$2,000,000	$0	$0	$0	$0	$0	$2,000,000	$0	$2,000,000

EF-18-WD-84: Water Transmission Main Replacement

Department		Public Works - Water Division
Project Location		Greenland – Portsmouth DPW
Priority		A (needed within 0 to 3 years)
Impact on Operating Budget		Negligible (<$5,000 per year)
Operating Budget Impacts	**Personnel**	N/A
	Budget	N/A
Funding Policies	**Percent for Art**	Yes
	Green Building	N/A



Description: This project consists of design and construction of a third water transmission main beneath Little Bay to improve the resiliency of the water conveyance system from our supply sources located in Madbury. The existing transmission mains are over 66 years old and preliminary investigations identified areas of degraded conditions. Phase I of this project has resulted in the installation of operational valves on the existing mains and taps with extended pipes to prepare for the new pipe across the bay. Due to regulatory requirements, modifications in the design, and increasing construction costs, the need for these additional funds is anticipated to complete the project.

Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	
	Addresses a Public Health or Safety Need	
	Alleviates Substandard Conditions or Deficiencies	Y
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	Y
	Improves Quality of or Provides Added Capacity to Existing Services	
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	

Studies Identified & Useful Website Links:

- Transmission Main Reliability Study
- Water Department
- FY22-FY27 CIP (Prior Year) Project Sheet

Notes of Changes in Funding Plan from FY25-30 CIP:

Returning Project (Formerly FY22 → EF-18-WD-82)

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	0%							$0	$0	$0
Fed/ State	0%							$0	$0	$0
Bond/ Lease	100%		$12,000,000					$12,000,000	$0	$12,000,000
Other	0%							$0	$0	$0
Revenues	0%							$0	$0	$0
PPP	0%							$0	$0	$0
	Totals	$0	$12,000,000	$0	$0	$0	$0	$12,000,000	$0	$12,000,000

EF-22-WD-84: Madbury Water Treatment Plant - Facility Repair and Improvements

Department		Public Works - Water Division
Project Location		Madbury Water Treatment Plant
Priority		A (needed within 0 to 3 years)
Impact on Operating Budget		Negligible (<$5,001)
Operating Budget Impacts	**Personnel**	N/A
	Budget	N/A
Funding Policies	**Percent for Art**	N/A
	Green Building	Yes



Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	
	Addresses a Public Health or Safety Need	
	Alleviates Substandard Conditions or Deficiencies	
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	

Description: The City's surface water treatment facility located in Madbury began operation in 2011. Since that time, facility maintenance items have been covered by operational line-item budgets. After more than thirteen years of continuous operation, the facility is beginning to see wear that needs to be addressed with more than annual maintenance. These items include the replacement of the water treatment filter media, washwater basin repair, replacement of water pump drives, replacement of building siding, and the construction of a storage shed for equipment and spare parts.

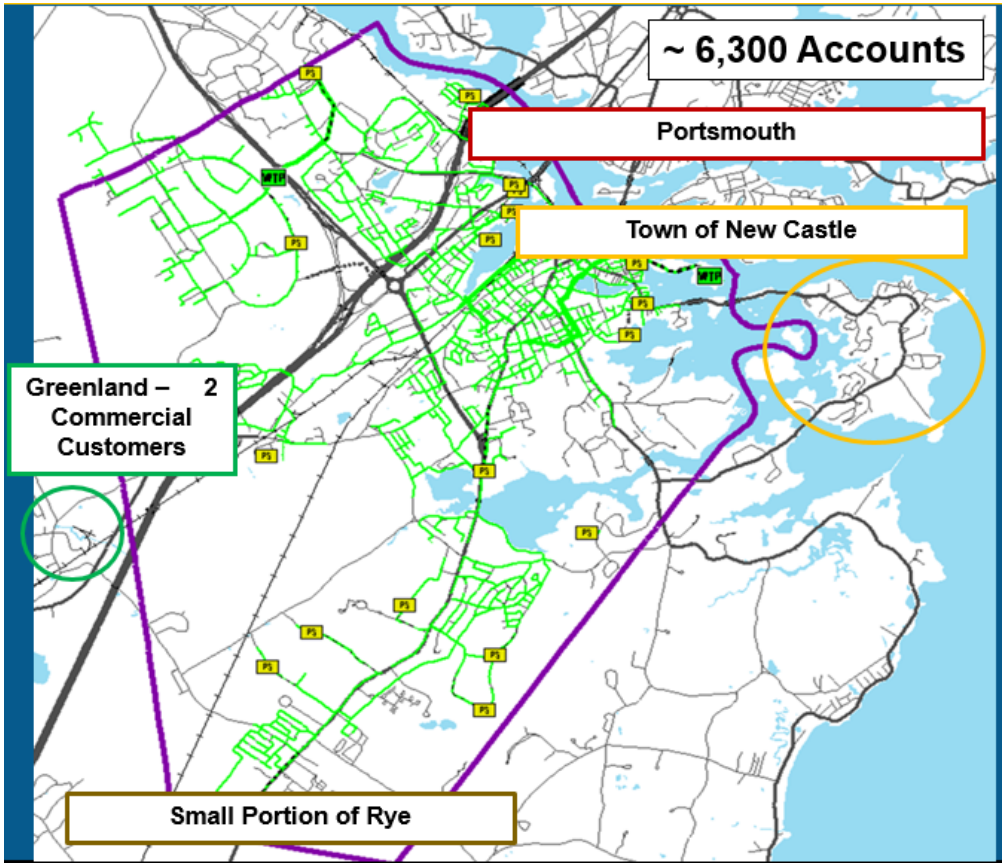
Studies Identified & Useful Website Links:
• Water Department • FY25-FY30 CIP (Prior Year) Project Sheet

Notes of Changes in Funding Plan from FY25-30 CIP:
Additional funding added to address aging equipment

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	0%							$0	$0	$0
Fed/ State	0%							$0	$0	$0
Bond/ Lease	95%			$1,000,000		$1,000,000		$2,000,000	$650,000	$2,650,000
Other	0%							$0	$0	$0
Revenues	5%		$150,000					$150,000	$0	$150,000
PPP	0%							$0	$0	$0
	Totals	$0	$150,000	$1,000,000	$0	$1,000,000	$0	$2,150,000	$650,000	$2,800,000

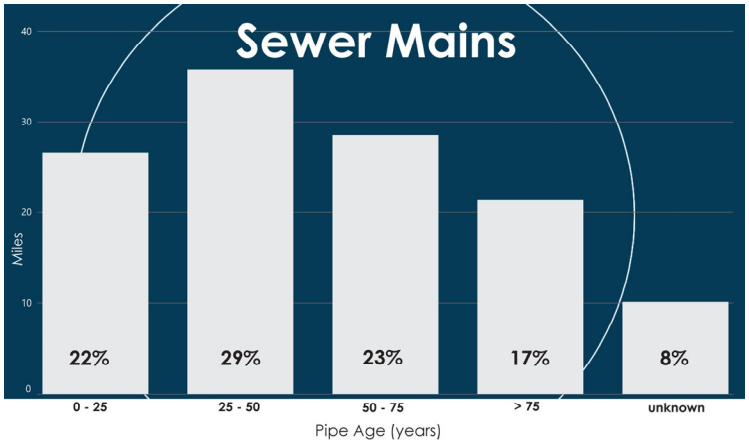
V. ENTERPRISE FUNDS

SEWER



EF-12-SD-85: Annual Sewer Line Replacement

Department		Public Works – Sewer Division
Project Location		Citywide
Priority		O (ongoing or programmatic)
Impact on Operating Budget		Negligible (<$5,001)
Operating Budget Impacts	**Personnel**	N/A
	Budget	N/A
Funding Policies	**Percent for Art**	N/A
	Green Building	N/A



Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	
	Addresses a Public Health or Safety Need	
	Alleviates Substandard Conditions or Deficiencies	Y
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	Y
	Reduces Long-Term Operating Costs	Y
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	

Description: The wastewater collection system consists of more than 120 miles of pipe. Many of the older pipes are 50 to 100 years old, undersized and at the end of their design life. Pipes are replaced programmatically as part of sewer-specific capital projects, roadway reconstruction and prior to annual paving. This project will fund the purchase of pipes and associated materials used to replace those pipes.

Studies Identified & Useful Website Links:
• Water and Wastewater Division Page • FY25-FY30 CIP (Prior Year) Project Sheet

Notes of Changes in Funding Plan from FY25-30 CIP:
Recurring funding increased due to cost escalation

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	0%							$0	$0	$0
Fed/ State	0%							$0	$0	$0
Bond/ Lease	83%	$1,500,000		$1,500,000		$1,500,000		$4,500,000	$3,000,000	$7,500,000
Other	0%							$0	$0	$0
Revenues	17%							$0	$1,500,000	$1,500,000
PPP	0%							$0	$0	$0
	Totals	$1,500,000	$0	$1,500,000	$0	$1,500,000	$0	$4,500,000	$4,500,000	$9,000,000

EF-23-SD-86: Wastewater Reuse at Pease Wastewater Treatment Facility

Department		Public Works – Sewer Division
Project Location		Pease Wastewater Treatment Facility (WWTF) (Corporate Drive)
Priority		C (needed within 7 to 10 years)
Impact on Operating Budget		Negligible (<$5,001)
Operating Budget Impacts	**Personnel**	N/A
	Budget	General Maintenance
Funding Policies	**Percent for Art**	N/A
	Green Building	N/A



Description: Reuse of wastewater is a sustainable and resilient initiative that can assist in reducing the impact of non-potable water demands on the drinking water system. Wastewater reuse requires additional levels of treatment and construction of a distribution system to carry the reuse water to the user. There are many applications for reuse water including, but not limited to, irrigation and water for cooling towers. Prior year's funds are being used to update the City's Water Reuse Feasibility Study and it will be used to inform future CIP costs and timing. The City is leaving the CIP item as a place holder for future reuse work.

Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	
	Addresses a Public Health or Safety Need	
	Alleviates Substandard Conditions or Deficiencies	
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	Y
	Reduces Long-Term Operating Costs	
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	

Studies Identified & Useful Website Links:

- Water and Wastewater Division Page
- FY25-FY30 CIP (Prior Year) Project Sheet

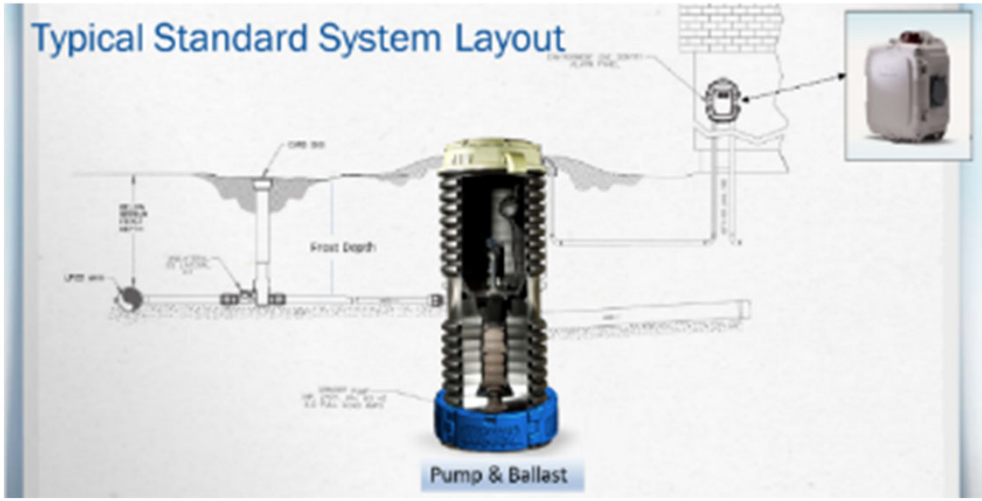
Notes of Changes in Funding Plan from FY25-30 CIP:

Funding has been moved outside of the planning horizon (FY27 Bonding $2 million and FY29 $6.3 million)

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	0%							$0	$0	$0
Fed/ State	0%							$0	$0	$0
Bond/ Lease	0%							$0	$0	$0
Other	0%							$0	$0	$0
Revenues	100%							$0	$100,000	$100,000
PPP	0%							$0	$0	$0
	Totals	$0	$0	$0	$0	$0	$0	$0	$100,000	$100,000

EF-22-SD-89: Sewer Service Funding For Sagamore Avenue Area Sewer Extension

Department		Public Works – Sewer Division
Project Location		Portions of Sagamore Ave & Wentworth House Road; Cliff Road, Walker Bungalow Road & Sagamore Grove
Priority		A (needed within 0 to 3 years)
Impact on Operating Budget		Negligible (<$5,001)
Operating Budget Impacts	**Personnel**	N/A
	Budget	N/A
Funding Policies	**Percent for Art**	N/A
	Green Building	N/A



Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	
	Addresses a Public Health or Safety Need	
	Alleviates Substandard Conditions or Deficiencies	
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	
	Improves Quality of or Provides Added Capacity to Existing Services	
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	

Description: The City has completed a new low pressure sewer collection system in the Sagamore Avenue collection area to address failing and low performing septic systems. Private connections to the system are on-going and per prior City Council direction, the City continues to allocate funding through FY28 to assist resident connections to the system.

Studies Identified & Useful Website Links:

- Consent Decree Second Modification.
- Sagamore Ave Sewer Extension Project Page
- Water and Wastewater Division Page
- FY25-FY30 CIP (Prior Year) Project Sheet

Notes of Changes in Funding Plan from FY25-30 CIP:

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	0%							$0	$0	$0
Fed/ State	0%							$0	$0	$0
Bond/ Lease	100%	$365,000	$365,000	$365,000				$1,095,000	$2,230,000	$3,325,000
Other	0%							$0	$0	$0
Revenues	0%							$0	$0	$0
PPP	0%							$0	$0	$0
	Totals	$365,000	$365,000	$365,000	$0	$0	$0	$1,095,000	$2,230,000	$3,325,000

EF-13-SD-90: Mechanic Street Pumping Station Upgrade

Department		Public Works – Sewer Division
Project Location		113 Mechanic Street
Priority		A (needed 0-3 Years)
Impact on Operating Budget		Reduce (will reduce operating costs)
Operating Budget Impacts	**Personnel**	N/A
	Budget	N/A
Funding Policies	**Percent for Art**	Yes
	Green Building	Yes



Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	
	Addresses a Public Health or Safety Need	
	Alleviates Substandard Conditions or Deficiencies	
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	Y
	Reduces Long-Term Operating Costs	Y
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	Y
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	

Description: The Mechanic Street Wastewater Pumping Station is the largest in the City. Recent failures at the site indicate a comprehensive replacement is required. Previously allocated monies are being used for design activities and this item identifies funding needs anticipated for construction activities. Applications for State and Federal grant monies have been made.

Studies Identified & Useful Website Links:

- Wastewater Pump Station Master Plan 2019
- Lifespan Evaluation (ongoing)
- Water and Wastewater Division Page
- FY25-FY30 CIP (Prior Year) Project Sheet

Notes of Changes in Funding Plan from FY25-30 CIP:

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	0%							$0	$0	$0
Fed/ State	39%		$10,000,000					$10,000,000	$0	$10,000,000
Bond/ Lease	60.4%		$10,000,000					$10,000,000	$5,500,000	$15,500,000
Other (% for Art)	0.4%		$100,000					$100,000	$0	$100,000
Revenues	0.2%							$0	$50,000	$50,000
PPP	0%							$0	$0	$0
	Totals	$0	$20,100,000	$0	$0	$0	$0	$20,100,000	$5,550,000	$25,650,000

EF-24-SD-91: Peirce Island Wastewater Treatment Facility

Department		Public Works – Sewer Division
Project Location		Peirce Island Wastewater Treatment Facility (200 Peirce Island Road)
Priority		A (needed within 0 to 3 years)
Impact on Operating Budget		Moderate ($50,000 to $100,000)
Operating Budget Impacts	**Personnel**	N/A
	Budget	N/A
Funding Policies	**Percent for Art**	N/A
	Green Building	N/A



Description: The Peirce Island Wastewater Treatment Facility was officially put online in the spring of 2020. Portions of the facility have been operational since an upgrade in 2015. The City is planning for the long-term improvements needed at this facility to address capital equipment replacement, permit modifications and operational needs over time. FY26 and FY27 monies are for repairs to aging clarifier equipment and chemical storage and pumping equipment.

Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	Y
	Addresses a Public Health or Safety Need	
	Alleviates Substandard Conditions or Deficiencies	
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	Y
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	
	Improves Quality of or Provides Added Capacity to Existing Services	
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	

Studies Identified & Useful Website Links:

- Peirce Island Wastewater Facility Upgrade Project Page
- Water and Wastewater Division Page
- FY25-FY30 CIP (Prior Year) Project Sheet

Notes of Changes in Funding Plan from FY25-30 CIP:

		FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
GF	0%							$0	$0	$0
Fed/ State	0%							$0	$0	$0
Bond/ Lease	100%	$1,500,000	$1,500,000					$3,000,000	$1,900,000	$4,900,000
Other	0%							$0	$0	$0
Revenues	0%							$0	$0	$0
PPP	0%							$0	$0	$0
	Totals	$1,500,000	$1,500,000	$0	$0	$0	$0	$3,000,000	$1,900,000	$4,900,000

VI. COMBINED FUNDING PROJECTS

(GENERAL FUND, WATER FUND, AND SEWER FUND)

COM-20-PW-92: Fleet Street Utilities Upgrade and Streetscape

Department		Public Works Department
Project Location		Fleet Street
Priority		A (needed within 0 to 3 years)
Impact on Operating Budget		Negligible (<$5,001)
Operating Budget Impacts	**Personnel**	Fractional FTE
	Budget	N/A
Funding Policies	**Percent for Art**	N/A
	Green Building	N/A



Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	Y
	Addresses a Public Health or Safety Need	
	Alleviates Substandard Conditions or Deficiencies	
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	Y
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	Y
	Responds to a Citywide Goal or Submitted Resident Request	

Description: The City is moving forward with a sewer separation project on Fleet Street. It is required through the City's Long Term Control Plan and Supplemental Compliance Plan. The project includes water, sewer, drainage upgrades along with full streetscape rework and other pedestrian enhancements. Funding for this work will come from the Water and Sewer Enterprise Funds and the General Fund.

Given the scope of this project, it will need to be completed in phases. Phase 1, a new drain line from the North Mill Pond, was addressed with FY24 Funding. Phase 2 will be the Vaughan Mall and upper Congress Street area. Phase 3 will be Fleet Street from Hanover Street to Court Street as well as a potential expansion of the project limits as determined during the design.

Market Square Upgrade project (TSM-15-PW-61) will be coordinated with this project.

Studies Identified & Useful Website Links:

- Fleet Street Reconstruction Project Page
- Long Term Control Plan Update 2010;
- CSO Supplemental Compliance Plan 2017
- Public Works Department
- FY25-FY30 CIP (Prior Year) Project Sheet

Notes of Changes in Funding Plan from FY25-30 CIP:

Funding schedule updated to meet State funding requirements and additional scope and cost escalation as well as funding availability.

COM-20-PW-92: Fleet Street Utilities Upgrade and Streetscape

			FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
General Fund	Fed/ State	0%							$0	$0	$0
	GF-Capital Outlay	0%							$0	$0	$0
	GF-Bond/ Lease	23%	$2,000,000						$2,000,000	$1,000,000	$3,000,000
	Other	0%							$0	$0	$0
	PPP	0%							$0	$0	$0
Water	Revenues	0%							$0	$0	$0
	Bond/Lease	23%	$2,000,000						$2,000,000	$1,000,000	$3,000,000
	PPP	0%							$0	$0	$0
Sewer	Revenues	0%							$0	$0	$0
	Bond/Lease	55%	$2,000,000						$2,000,000	$5,200,000	$7,200,000
	PPP	0%							$0	$0	$0
	Total General Fund	23%	$2,000,000	$0	$0	$0	$0	$0	$2,000,000	$1,000,000	$3,000,000
	Total Water Fund	23%	$2,000,000	$0	$0	$0	$0	$0	$2,000,000	$1,000,000	$3,000,000
	Total Sewer Fund	55%	$2,000,000	$0	$0	$0	$0	$0	$2,000,000	$5,200,000	$7,200,000
	Totals		**$6,000,000**	**$0**	**$0**	**$0**	**$0**	**$0**	**$6,000,000**	**$7,200,000**	**$13,200,000**

COM-15-PW-93: Citywide Storm Drainage Improvements

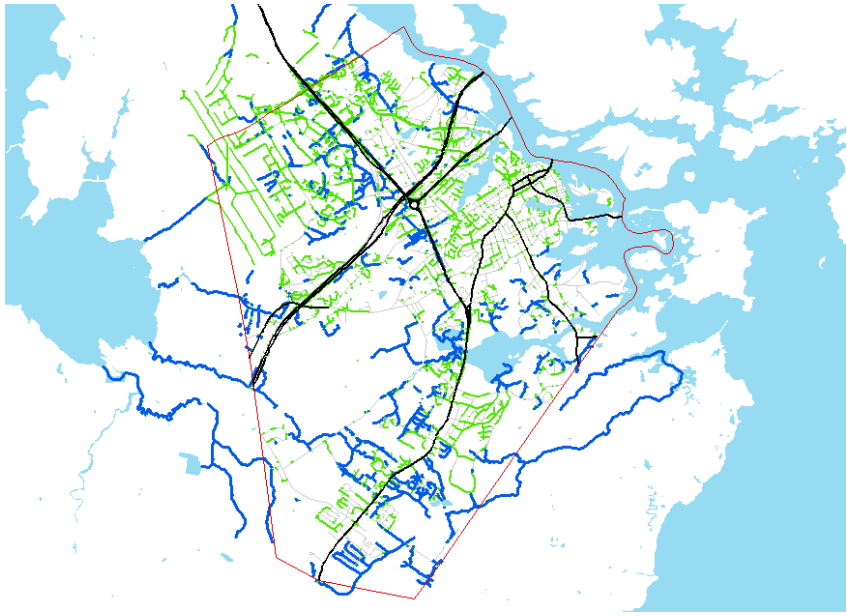
Department		Public Works Department
Project Location		Citywide
Priority		A (needed within 0 to 3 years)
Impact on Operating Budget		Negligible (<$5,001)
Operating Budget Impacts	**Personnel**	N/A
	Budget	N/A
Funding Policies	**Percent for Art**	N/A
	Green Building	N/A

Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	Y
	Addresses a Public Health or Safety Need	
	Alleviates Substandard Conditions or Deficiencies	
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	Y
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	

Studies Identified & Useful Website Links:

- Stormwater Master Plan 2007
- Department of Public Works
- FY25-FY30 CIP (Prior Year) Project Sheet



Description: The City owns and maintains storm drains, catch basins and outfalls. Many of these structures are failing and need upgrades. The drainage system is repaired and upgraded as part of specific capital projects, roadway reconstruction and prior to annual paving. In addition to pipe work, the existing stormwater ponds and swales need to be maintained.

Funding for this work will come from the Sewer Enterprise Fund and the General Fund.

Notes of Changes in Funding Plan from FY25-30 CIP:

Increased FY26 annual funding for failing drainage.

COM-15-PW-93: Citywide Storm Drainage Improvements

			FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
General Fund	Fed/State (ARPA)	6%							$0	$600,000	$600,000
	GF-Capital Outlay	8%							$0	$800,000	$800,000
	GF-Bond/ Lease	40%	$1,000,000	$500,000	$500,000	$500,000	$500,000	$500,000	$3,500,000	$500,000	$4,000,000
	Other	0%							$0	$0	$0
	PPP	0%							$0	$0	$0
Water	Revenues	0%							$0	$0	$0
	Bond/Lease	0%							$0	$0	$0
	PPP	0%							$0	$0	$0
Sewer	Revenues	6%							$0	$550,000	$550,000
	Bond/Lease	40%	$1,000,000	$500,000	$500,000	$500,000	$500,000	$500,000	$3,500,000	$500,000	$4,000,000
	PPP	0%							$0	$0	$0
Total General Fund		54%	$1,000,000	$500,000	$500,000	$500,000	$500,000	$500,000	$3,500,000	$1,900,000	$5,400,000
Total Water Fund		0%	$0	$0	$0	$0	$0	$0	$0	$0	$0
Total Sewer Fund		46%	$1,000,000	$500,000	$500,000	$500,000	$500,000	$500,000	$3,500,000	$1,050,000	$4,550,000
Totals			**$2,000,000**	**$1,000,000**	**$1,000,000**	**$1,000,000**	**$1,000,000**	**$1,000,000**	**$7,000,000**	**$2,950,000**	**$9,950,000**

COM-23-PW-94: Chapel Street

Department		Public Works Department
Project Location		Chapel Street at Bow Street
Priority		A (needed within 0 to 3 years)
Impact on Operating Budget		Negligible (<$5,001)
Operating Budget Impacts	**Personnel**	N/A
	Budget	N/A
Funding Policies	**Percent for Art**	N/A
	Green Building	N/A



Description: This project includes the reconstruction of Chapel Street from Daniel Street to Bow Street. Work will include replacement of the water main, sewer main, and drainage improvements along the roadway.

Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	
	Addresses a Public Health or Safety Need	Y
	Alleviates Substandard Conditions or Deficiencies	Y
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	Y
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	

Studies Identified & Useful Website Links:

- Public Works Department
- FY25-FY30 CIP (Prior Year) Project Sheet

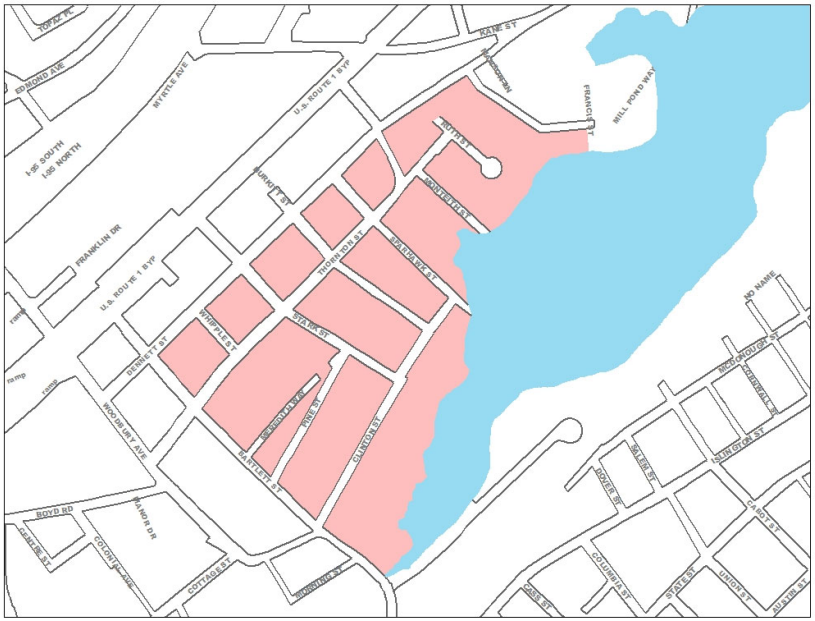
Notes of Changes in Funding Plan from FY25-30 CIP:

COM-23-PW-94: Chapel Street

			FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
General Fund	Fed/ State	0%							$0	$0	$0
	GF-Capital Outlay	0%							$0	$0	$0
	GF-Bond/ Lease	0%							$0	$0	$0
	Other	0%							$0	$0	$0
	PPP	0%							$0	$0	$0
Water	Revenues	0%							$0	$0	$0
	Bond/Lease	50%	$750,000						$750,000	$1,000,000	$1,750,000
	PPP	0%							$0	$0	$0
Sewer	Revenues	0%							$0	$0	$0
	Bond/Lease	50%	$750,000						$750,000	$1,000,000	$1,750,000
	PPP	0%							$0	$0	$0
	Total General Fund	0%	$0	$0	$0	$0	$0	$0	$0	$0	$0
	Total Water Fund	50%	$750,000	$0	$0	$0	$0	$0	$750,000	$1,000,000	$1,750,000
	Total Sewer Fund	50%	$750,000	$0	$0	$0	$0	$0	$750,000	$1,000,000	$1,750,000
	Totals		**$1,500,000**	**$0**	**$0**	**$0**	**$0**	**$0**	**$1,500,000**	**$2,000,000**	**$3,500,000**

COM-22-PW-95: The Creek Neighborhood Reconstruction

Department		Public Works Department
Project Location		Dennett Street to North Mill Pond to Bartlett Street
Priority		A (needed within 0 to 3 years)
Impact on Operating Budget		Negligible (<$5,001)
Operating Budget Impacts	**Personnel**	Dependent on design
	Budget	Moderate, depending on design
Funding Policies	**Percent for Art**	N/A
	Green Building	N/A



Description: This project will address water, sewer, drainage and streetscape improvements in the Creek Neighborhood. It will be implemented in phases similar to the McDonough Street area project completed in 2019. Phase one will include design and the development of the phased implementation plan.

Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	
	Addresses a Public Health or Safety Need	
	Alleviates Substandard Conditions or Deficiencies	
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	
	Reduces Long-Term Operating Costs	
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	Y
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	Y

Useful Website Links:

- Stormwater Master Plan 2007
- Department of Public Works
- FY25-FY30 CIP (Prior Year) Project Sheet

Notes of Changes in Funding Plan from FY25-30 CIP:

Ongoing construction funding added in FY31

COM-22-PW-95: The Creek Neighborhood Reconstruction

			FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
General Fund	Fed/ State	0.0%							$0	$0	$0
	GF-Capital Outlay	0.0%							$0	$0	$0
	GF-Bond/ Lease	33.3%		$800,000		$1,000,000		$1,000,000	$2,800,000	$500,000	$3,300,000
	Other	0.0%							$0	$0	$0
	PPP	0.0%							$0	$0	$0
Water	Revenues	0.0%							$0	$0	$0
	Bond/Lease	33.3%		$800,000		$1,000,000		$1,000,000	$2,800,000	$500,000	$3,300,000
	PPP	0.0%							$0	$0	$0
Sewer	Revenues	0.0%							$0	$0	$0
	Bond/Lease	33.3%		$800,000		$1,000,000		$1,000,000	$2,800,000	$500,000	$3,300,000
	PPP	0.0%							$0	$0	$0
	Total General Fund	33.3%	$0	$800,000	$0	$1,000,000	$0	$1,000,000	$2,800,000	$500,000	$3,300,000
	Total Water Fund	33.3%	$0	$800,000	$0	$1,000,000	$0	$1,000,000	$2,800,000	$500,000	$3,300,000
	Total Sewer Fund	33.3%	$0	$800,000	$0	$1,000,000	$0	$1,000,000	$2,800,000	$500,000	$3,300,000
	Totals		**$0**	**$2,400,000**	**$0**	**$3,000,000**	**$0**	**$3,000,000**	**$8,400,000**	**$1,500,000**	**$9,900,000**

COM-25-PW-96: Lafayette Park and Monroe Street Drainage Improvements

Department		Public Works Department
Project Location		Lafayette Park and Monroe Street
Priority		A (needed within 0 to 3 years)
Impact on Operating Budget		Negligible (<$5,001)
Operating Budget Impacts	**Personnel**	Fractional FTE
	Budget	Minimal
Funding Policies	**Percent for Art**	N/A
	Green Building	N/A



Description: Phase one will be improvements to the water, sewer and storm drainage on Monroe Street at Lafayette Park in order to separate stormwater from sanitary sewer and prevent ponding in playground. Phase two of this project, in FY28 and FY29, will fund design and construction of playground and field improvements at the park.

Evaluation Criteria

CORE FUNCTION	Responds to Federal or State Requirement	Y
	Addresses a Public Health or Safety Need	Y
	Alleviates Substandard Conditions or Deficiencies	Y
FINANCIAL BENEFIT	Eligible for Matching Funds with Limited Availability	
	Timing or Location Coordinate with Synergistic Project	Y
	Reduces Long-Term Operating Costs	
COMMUNITY PLAN OR IMPROVEMENT	Identified in Planning Document or Study	
	Improves Quality of or Provides Added Capacity to Existing Services	Y
	Provides Incentive for Economic Development	
	Responds to a Citywide Goal or Submitted Resident Request	

Useful Website Links:

- FY25-FY30 CIP (Prior Year) Project Sheet

Notes of Changes in Funding Plan from FY25-30 CIP:

COM-25-PW-96: Lafayette Park and Monroe Street Drainage Improvements

			FY26	FY27	FY28	FY29	FY30	FY31	Totals 26-31	6 PY's Funding	Totals
General Fund	Fed/ State	0%							$0	$0	$0
	GF-Capital Outlay	3%			$75,000				$75,000	$0	$75,000
	GF-Bond/ Lease	35%				$1,000,000			$1,000,000	$0	$1,000,000
	Other	0%							$0	$0	$0
	PPP	0%							$0	$0	$0
Water	Revenues	0%							$0	$0	$0
	Bond/Lease	0%							$0	$0	$0
	PPP	0%							$0	$0	$0
Sewer	Revenues	9%	$250,000						$250,000	$0	$250,000
	Bond/Lease	53%	$1,500,000						$1,500,000	$0	$1,500,000
	PPP	0%							$0	$0	$0
	Total General Fund	38%	$0	$0	$75,000	$1,000,000	$0	$0	$1,075,000	$0	$1,075,000
	Total Water Fund	0%	$0	$0	$0	$0	$0	$0	$0	$0	$0
	Total Sewer Fund	62%	$1,750,000	$0	$0	$0	$0	$0	$1,750,000	$0	$1,750,000
	Totals		**$1,750,000**	**$0**	**$75,000**	**$1,000,000**	**$0**	**$0**	**$2,825,000**	**$0**	**$2,825,000**

CITY OF PORTSMOUTH
PROPOSED SCHEDULE OF FEES
FISCAL YEAR 2026

Appendix III

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The City of Portsmouth Fee Schedule is governed by City Ordinance Chapter 1 Article XVI: Adoption of Fees by Budget Resolution. This ordinance was adopted for the purpose of creating a more efficient system for the City to adopt and adjust municipal fees.

To the extent permitted by law and notwithstanding any ordinance previously adopted to the contrary, all municipal fees, whether established by ordinance or otherwise shall be adopted and may be amended by resolution during the annual budget adoption process.

Any municipal fee which is not in the final resolution adopted during the annual budget process, or any municipal fee which is determined to require a process other than adoption by annual budget resolution, shall remain at the level at which it was last validly adopted by the City.

Fee revenue in the General Fund raises approximately 2% of total General Fund Revenue.

The following are the FY 2026 Departments with recommended fee changes:

Department	Page
Planning & Sustainability	13, 15
Public Works	31, 32, 33
Recreation	35, 36, 38
Health	41
Parking/Transportation	43, 44, 45
Water/Sewer	47, 48, 49, 51
Prescott Park	60

Statistics On Local Fees Governed
by the Fee Committee and Local Ordinance:
Chapter 1, Article XVI.

GENERAL FUND

FY 2025 Budget	$144,861,347
Fees as a percentage of total General Fund Revenues:	**2%**

Local Fees, Licenses, Permits portion of Budgeted Revenues:

Department	FY 25 General Fund Budgeted Revenues From Fees
City Clerk	$33,000
Planning	$180,000
Inspection	$1,500,000
Police	$30,000
Fire	$105,000
Public Works	$171,600
Recreation	$345,000
Health	$100,000

Total Local Fees, Licenses and Permits

Portion of GF **$2,464,600**

City of Portsmouth
Fee Schedule
Finance Department

Description	Fiscal Year Last Adjusted	FY 2024 Schedule	FY 2025 Schedule		Suggested FY 2026 Schedule
				* (Indicates change from current fee)	
Non Sufficient Funds check processing fee	Pre FY 02	$30.00	$30.00	Per check	$30.00
(1) Any copy made for non-City use	Pre FY 02	$2.00	$2.00	1st copy	$2.00
(1) all subsequent pages	Pre FY 02	$0.50	$0.50	All subsequent pages	$0.50
If electronic record - Per City Council Policy City Council Policy #2024-02	FY 25	N/A	$1.00	Per record	$1.00
(1) USB Drive for transfer of electronic files	FY 18	$8.00	$8.00		$8.00
(1) Note: City records subject to Right to Know requests can be viewed at City Hall or downloaded free onto personal USB drives.					
All copies made on 11 x 17 pages.	Pre FY 02	$0.50	$0.50	Per copy	$0.50
Tax bills prepared for parties other than owners.	Pre FY 02	$2.00	$2.00	1st copy	$2.00
Tax Card/Tax Map from laser printer (Free to property owner)	FY 04	$1.00	$1.00	Each print	$1.00
Standard Assessing mailing list file	Pre FY 02	$75.00	$75.00		$75.00
Assessor created export file	FY 17	$150.00	$150.00		$150.00
Tax Delinquency file	Pre FY 02	$300.00	$300.00		$300.00
DVD copies of City related events	Pre FY 02	$10.00	$10.00		$10.00

City of Portsmouth
Fee Schedule
City Clerk

Description	Fiscal Year Last Adjusted	FY 2024 Schedule	FY 2025 Schedule		Suggested FY 2026 Schedule
				* (Indicates change from current fee)	
Chapter 6: Article I Section 109C					
Licenses-Gen. Provisions-					
Duties of licensee					
Change Location of Licensed Business	Pre FY 02	$1.00	$1.00	Per occurrence	$1.00
Chapter 6: Article I Section 110B					
Licenses-Gen. Provisions-Transfer					
of license					
Transfer of License	Pre FY 02	$10.00	$10.00	Per occurrence	$10.00
Chapter 6: Article II Section 201					
Billiards and Bowling					
License	FY 14	$25.00	$25.00	Per year, per table or lane	$25.00
Chapter 6: Article III Section 302					
Model Slot Car Racing					
License	Pre FY 02	$25.00	$25.00	Per year	$25.00
Chapter 6: Article IV Section 403C					
Coin Operated Amusement Devices					
License	FY 03	$75.00	$75.00	For each of the first 30 machines, per year	$75.00
	FY 03	$10.00	$10.00	For each machine over 30, per year	$10.00

City of Portsmouth
Fee Schedule
City Clerk

Description	Fiscal Year Last Adjusted	FY 2024 Schedule	FY 2025 Schedule		Suggested FY 2026 Schedule
				* (Indicates change from current fee)	
Chapter 6: Article V Section 502					
Boxing and Wrestling					
License	**Pre FY 02**	**$10.00**	**$10.00**	**Each day**	**$10.00**
Chapter 6: Article VI Section 602					
Dancing					
License	**Pre FY 02**	**$10.00**	**$10.00**	**Per dance**	**$10.00**
Chapter 6: Article IX Section 901C12					
Circus License					
Amusement Devices	**Pre FY 02**	**$30.00**	**$30.00**	**Per day**	**$30.00**
Carnivals (For Operation)	**Pre FY 02**	**$125.00**	**$125.00**	**Per day**	**$125.00**
Including Each Amusement Device	**Pre FY 02**	**$30.00**	**$30.00**	**Per day**	**$30.00**
Circus (For Operation)	**Pre FY 02**	**$125.00**	**$125.00**	**Per day**	**$125.00**
Including Each Amusement Device	**Pre FY 02**	**$30.00**	**$30.00**	**Per day**	**$30.00**
Fairs (For Operation)	**Pre FY 02**	**$10.00**	**$10.00**	**Per day**	**$10.00**
Including Each Amusement Device	**Pre FY 02**	**$5.00**	**$5.00**	**Per day**	**$5.00**
Temporary Structures	**Pre FY 02**	**$10.00**	**$10.00**	**Per day**	**$10.00**

City of Portsmouth
Fee Schedule
City Clerk

Description	Fiscal Year Last Adjusted	FY 2024 Schedule	FY 2025 Schedule		Suggested FY 2026 Schedule
				* (Indicates change from current fee)	
Chapter 6: Article IX Section 902					
Circus License					
Total fee for Circus license shall not be less than	Pre FY 02	$75.00	$75.00	Per day	$75.00
Chapter 6: Article X Section 1003					
Theatricals, Parades, Open Air Meetings					
License	Pre FY 02	$300.00	$300.00	Not to exceed per day	$300.00
License to exhibit in any hall	Pre FY 02	$50.00	$50.00	Not to exceed per day	$50.00
Chapter 6: Article XIII Section 1315					
Hawkers and Peddlers					
License	Pre FY 02	$250.00	$250.00	Per year	$250.00
Chapter 6: Article XIV Section 1402					
Pawn Brokers					
License	FY 14	$50.00	$50.00	Per year	$50.00

City of Portsmouth
Fee Schedule
City Clerk

Description	Fiscal Year Last Adjusted	FY 2024 Schedule	FY 2025 Schedule		Suggested FY 2026 Schedule
				* (Indicates change from current fee)	
Chapter 6: Article XV Section 1502					
Roller Skating Rinks					
License	**Pre FY 02**	**$50.00**	**$50.00**	**Per year**	**$50.00**
Chapter 6: Article XVI Section 1608					
Magazine Subscription Solicitors					
License	**FY 06**	**$50.00**	**$50.00**	**Per year**	**$50.00**
Chapter 9: Article V Section 504 C					
Sidewalk Obstructions					
If open to the public no fee will be charged per City Council vote 03/03/25					
Restaurant tables and benches	**FY 18**	**$75.00**	**$75.00**	**Each obstruction**	**$75.00**
Chapter 9: Article V Section 504 C					
Sidewalk Obstructions					
If open to the public no fee will be charged per City Council vote 03/03/25					
Restaurant Chairs	**FY 18**	**$10.00**	**$10.00**	**Each restaurant chair**	**$10.00**
Chapter 9: Article V Section 504 C					
Sidewalk Obstructions					
A-frame signs, mannequins, racks, etc.	**FY18**	**$75.00**	**$75.00**	**Each obstruction**	**$75.00**

City of Portsmouth
Fee Schedule
City Clerk

Description	Fiscal Year Last Adjusted	FY 2024 Schedule	FY 2025 Schedule		Suggested FY 2026 Schedule
				* (Indicates change from current fee)	
Chapter 6: Article XVII Section 6.1703					
(Ordinance adopted at the February 20, 2024 City Council Meeting)					
Outdoor Dining Encumbrance Permit	FY 24	$5.00	$5.00	Per sq. ft. - 6 month season - no proration	$5.00
	FY 24	$750.00	$750.00	Minimum fee	$750.00
Ward checklist	FY 18	$75.00	$75.00	Per set	$75.00
Ward checklist for individual wards	FY 18	$25.00	$25.00		$25.00
Event permit (fairs, parades etc. not governed by ordinance)	FY 18	$50.00	$50.00		$50.00
Voter certification	FY 05	$5.00	$5.00		$5.00
Articles of agreement filing	Pre FY 02	$5.00	$5.00		$5.00
Restricted Property Listing	FY 12	$15.00	$15.00	Per form	$15.00

City Clerk
Revenues from fees

	Actual FY 21	Actual FY 22	Actual FY 23	Actual FY 24	Budget FY 25
Other Fees	**$15,968**	**$16,760**	**$14,045**	**$13,382**	**$13,000**
Other Licenses	**$5,305**	**$13,755**	**$15,840**	**$17,550**	**$20,000**
Total City Clerk Revenue from Fees	**$21,273**	**$30,515**	**$29,885**	**$30,932**	**$33,000**

License	FY 22 Issued	FY 23 Issued	FY 24 Issued	FY 22 Revenue	FY 23 Revenue	FY 24 Revenue
Change Location of Licensed Business	0	0	0	$0	$0	$0
Licenses-Gen. Provisions-Transfer	0	0	0	$0	$0	$0
Billiards and Bowling	5	18	56	$1,175	$1,450	$1,400
Model Slot Car Racing	0	0	0	$0	$0	$0
Coin Operated Amusement Devices	7	45	92	$3,650	$5,740	$5,665
Boxing and Wrestling	0	0	0	$0	$0	$0
Dancing	0	0	0	$0	$0	$0
Circus						
Amusement Devices	0	0	N/A	$0	$0	N/A
Carnivals (For Operation)	0	0	0	$0	$0	$0
Including Each Amusement Device	0	0	N/A	$0	$0	N/A
Fairs (For Operation)	0	0	0	$0	$0	$0
Including Each Amusement Device	0	0	N/A	$0	$0	N/A
Temporary Structures	0	0	0	$0	$0	$0
Theatricals, Parades, open Air Meetings	0	0	0	$0	$0	$0
Hawkers and Peddlers	4	2	3	$1,000	$500	$750
Pawn Brokers	2	3	2	$100	$0	$100
Roller Skating Rinks	0	0	0	$0	$0	$0
Magazine Subscription Solicitors	0	0	0	$0	$0	$0
Sidewalk Obstructions				$0	$7,985	$5,030
Obstruction (including Restaurant Table)	26	40	49	$1,950	$0	$3,675
Other						
Notarization	244	223	209	$1,220	$1,115	$1,045
Tag day, permits	4	6		$80	$120	$160
Ward checklist	0	0		$0	$1,819	$2,249
Ward checklist for individual wards	0	0		$0	$0	$0
Event permit	29	23	36	$1,450	$1,150	$1,800
Voter certification	7	7	13	$35	$35	$65
Articles of agreement filing	1	2	2	$5	$10	$10
Restricted Property Listing	0	0	0	$0	$0	$0

City of Portsmouth
Fee Schedule
Planning & Sustainability Department

* (Indicates change from current fee)

Description	Fiscal Year Last Adjusted	FY 2024 Schedule	FY 2025 Schedule	Suggested FY 2026 Schedule
PLANNING BOARD				
Recording				
Mylar Recording	FY 24	$150.00	$150.00	$150.00
Deed Recording	FY 24	$100.00	$100.00	$100.00
Preapplication review (site plan or subdivision)				
Preliminary conceptual consultation	FY 18	$200.00	$200.00	$200.00
Design Review	FY 18	$500.00	$500.00	$500.00
SUBDIVISIONS				
Subdivision application (residential)	FY 24	$600.00	$600.00	$600.00
Plus Per Lot	FY 25	$200.00	$250.00	$250.00
Subdivision application (non-residential)	FY 24	$800.00	$800.00	$800.00
Plus Per Lot	FY 25	$300.00	$350.00	$350.00
Subdivision Amendment				
Administrative Approval	FY 21	$200.00	$200.00	$200.00
TAC or Planning Board Approval	FY 21	$500.00	$500.00	$500.00
Lot Line Revision/Verification	FY 14	$250.00	$250.00	$250.00
Lot Line Revision Amendment				
Administrative Approval	FY 24	$200.00	$200.00	$200.00
TAC or Planning Board Approval	FY 24	$250.00	$250.00	$250.00

City of Portsmouth
Fee Schedule
Planning & Sustainability Department

* (Indicates change from current fee)

Description	Fiscal Year Last Adjusted	FY 2024 Schedule	FY 2025 Schedule		Suggested FY 2026 Schedule
MISCELLANEOUS					
Voluntary Lot Consolidation (Merger) - no subdivision	FY 10	$175.00	$175.00		$175.00
Conditional Use Permit (wetland) Area of disturbance in wetland or wetland buffer:					
-up to 250 sq ft	FY 25	$100.00	$150.00		$150.00
-up to 1,000 sq ft	FY 15	$500.00	$500.00		$500.00
-greater than 1,000 sq ft	FY 23	$1,300.00	$1,300.00		$1,300.00
Conditional Use Permit (non-wetland) (e.g. Accessory Dwelling Units, Flexible Development, Drive-Through Facilities)	FY 24	$500.00	$500.00		$500.00
Administrative approval of accessory dwelling unit (non-wetland)	FY 26	N/A	N/A	*	$150.00
PLANNING-BOARD OF ADJUSTMENT					
Residential application 1-2 dwelling units	FY 24	$200.00	$200.00		$200.00
3-4 dwelling units	FY 24	$300.00	$300.00		$300.00
5-and over	FY 24	$350.00	$350.00		$350.00
For each unit over 4	FY 25	$50.00	$150.00		$150.00
Total application fee shall not exceed (cap)	FY 15	$3,000.00	$3,000.00		$3,000.00
Residential application-accessory structure under 500 sq ft.	FY 25	$50.00	$100.00		$100.00
Residential application-accessory structure over 500 sq ft.	FY 26	N/A	N/A	*	$150.00

City of Portsmouth
Fee Schedule
Planning & Sustainability Department

* (Indicates change from current fee)

Description	Fiscal Year Last Adjusted	FY 2024 Schedule	FY 2025 Schedule		Suggested FY 2026 Schedule
Non-residential applications	FY 24	$400.00	$400.00		$400.00
In Addition:					
Per $1,000 of valuation of new construction	Pre FY 02	$5.00	$5.00		$5.00
Total application fee shall not exceed (cap)	FY 25	$3,000.00	$4,000.00		$4,000.00
Sign variance	FY 25	$200.00	$300.00		$300.00
Appeal of administrative decision	FY 25	$50.00	$100.00		$100.00
Re-Hearing	FY 25	N/A	$200.00		$200.00
PLANNING-SITE PLAN REVIEW					
All developments	FY 24	$600.00	$600.00		$600.00
In Addition:					
Per $1,000 of site costs	Pre FY 02	$5.00	$5.00	Per $1,000 of site costs	$5.00
And per 1,000 square feet of site development area	FY 15	$10.00	$10.00	And per 1,000 sq. ft. of site development area	$10.00
Total application fee shall not exceed (cap)	FY 24	$20,000.00	$20,000.00		$20,000.00
Site plan amendment					
Administrative approval	FY 24	$400.00	$400.00		$400.00
Administrative approval after work has been done	FY 25	$500.00	$600.00		$600.00
TAC or Planning Board approval	FY 17	$800.00	$800.00		$800.00

City of Portsmouth
Fee Schedule
Planning & Sustainability Department

* (Indicates change from current fee)

Description	Fiscal Year Last Adjusted	FY 2024 Schedule	FY 2025 Schedule			Suggested FY 2026 Schedule
PLANNING-HISTORIC DISTRICT						
Residential applications						
Work Session (prior to application for approval)	FY 25	$200.00	$250.00	Per work session		$250.00
Residential applications 1 dwelling unit	FY 25	$100.00	$150.00			$150.00
2 dwelling units	FY 25	$100.00	$150.00			$150.00
3 dwelling units	FY 15	$250.00	$250.00			$250.00
4 and over dwelling units	FY 15	$400.00	$400.00			$400.00
For each unit over 4	FY 15	$100.00	$100.00			$100.00
Total application fee shall not exceed (cap)	FY 25	$5,000.00	$5,000.00			$5,000.00
Accessory structure, mechanical equipment or replacement of doors/windows only	FY 25	$100.00	$150.00			$150.00
Non-residential applications	FY 15	$500.00	$500.00			$500.00
In Addition: Per $1,000 of valuation of new construction	Pre FY 02	$5.00	$5.00			$5.00
Total application fee shall not exceed (cap)	FY 25	$5,000.00	$5,500.00			$5,500.00
Non-residential applications-accessory structure, mechanical equipment or replacement of doors/windows only	FY 25	$100.00	$150.00			$150.00
Amendment to Certificate of Approval						
Administrative approval	FY 25	$100.00	$150.00			$150.00
Administrative approval after work has been done	FY 17	$500.00	$500.00			$500.00
Commission approval	FY 17	$800.00	$800.00			$800.00
Abutter notification (flat fee per notification)	FY 26	N/A	N/A		*	$10.00
HDC (historic district commission) sign review	FY 15	$100.00	$100.00			$100.00

During FY25 the Council approved a recommendation by the Housing committee to establish a Payment in Lieu schedule as required in the Gateway Neighborhood Overlay District ordinance. The schedule will be reviewed every two years by the Fee Schedule Study Committee or City Council. Proceeds paid will go to the City's Housing Trust Fund for the purpose of creating and preserving below market rate housing in Portsmouth.

PLANNING & SUSTAINABILITY DEPARTMENT
Revenues from fees

	Actual FY 21	Actual FY 22	Actual FY 23	Actual FY 24	Budget FY 25
Planning Board	**$162,856**	**$159,288**	**$153,176**	**$107,395**	**$100,000**
Board of Adjustments	**$24,705**	**$47,412**	**$35,500**	**$41,101**	**$45,000**
Site Review	**$9,290**	**$5,741**	**$16,052**	**$27,142**	**$35,000**
Total Planning Department	**$196,851**	**$212,441**	**$204,727**	**$175,637**	**$180,000**

The Planning AND Sustainability Department reported the following application numbers:

	FY 21	FY 22	FY 23	FY 24
Site Plan Review	18	13	14	22
Subdivision/Lot Line revisions	12	13	10	12
Wetland Conditional Use	28	17	18	21
Non-Wetland Conditional Use	18	13	16	15
HDC	227	159	172	186
Preliminary Conceptual Consultation	11	9	2	5
Design Review	2	4	0	5
Board of Adjustment	123	88	95	91

City of Portsmouth
Fee Schedule
Inspection Department

* (Indicates change from current fee)

Description	Fiscal Year Last Adjusted	FY 2024 Schedule	Suggested FY 2025 Schedule		Suggested FY 2026 Schedule
Chapter 8: Article I Section 106 A					
Street Obstructions (thirty working days or less)					
Please see Public Works for more than 30 working days fee					
Initial	FY 11	$50.00	$50.00		$50.00
BUILDING PERMIT FEES (Pursuant to RSA 155-A, state building code):					
Note: All Construction Permit Fees rounded up to the nearest $5.00					
Minimum Fee-Residential	FY 24	$75.00	$75.00		$75.00
Special Inspection Fee (Residential and Commercial)	FY 07	$60.00	$60.00	Per hour	$60.00
Emergency Inspection Fee (Residential and Commercial)	FY 07	$60.00	$60.00	Per hour	$60.00
Minimum Fee-Commercial	FY 24	$150.00	$150.00		$150.00
Demolition Permits (Residential and Commercial)	FY 24	$75.00	$75.00	For structures up to 2,000 sq. ft. floor area	$75.00
	FY 04	$10.00	$10.00	Per $1,000 of demolition cost for structures over 2,000 sq. ft.	$10.00
New Construction, Renovation/Remodel and Additions					
Residential Rates	FY 24	$8.00	$8.00	Per $1,000 of renovation cost	$8.00
Commercial Rates	FY 24	$11.00	$11.00	Per $1,000 of renovation cost	$11.00
Sign Permits-Minimum Fee	FY 04	$50.00	$50.00		$50.00
Special Event Sign	FY 07	$35.00	$35.00	Per single event	$35.00
Fee per sq. ft. of sign area (Permanent or Temporary)	FY 04	$1.00	$1.00		$1.00
Reinspection Fee (Residential and Commercial)	FY 07	$100.00	$100.00	Per reinspection	$100.00

City of Portsmouth
Fee Schedule
Inspection Department

* (Indicates change from current fee)

Description	Fiscal Year Last Adjusted	FY 2024 Schedule	Suggested FY 2025 Schedule		Suggested FY 2026 Schedule
Fee for Nonpermitted Work (Residential and Commercial)					
Any person who is found to have demolished, constructed, altered, removed, or changed the use of a building or structure without the benefit of a building, electrical, plumbing, mechanical, or change in use permit shall, upon issuance of said permit(s), be assessed a charge of (1) **200%** of regular permit fee or (2) **$300.00** whichever is greater. If the regular permit fee is over (3) **$300.00**, the permit fee shall be the regular fee plus (4) **$300.00.**					
	FY 04	(1) 200%	(1) 200%		(1) 200%
	FY 07	(2) $300	(2) $300		(2) $300
	FY 07	(3) $300	(3) $300		(3) $300
	FY 07	(4) $300	(4) $300		(4) $300
Fee for Certificate of Use and Occupancy	FY 07	$100.00	$100.00		$100.00
Outside Plan Review Services (adjustment to permit) (for all applicable building permits meaning building, electric, plumbing, mechanical or fire protection permits)	FY 14	-20%	-20%		-20%
ELECTRICAL FEES:					
Plan Review Fee (Residential and Commercial)	FY 24	$75.00	$75.00		$75.00
Special Inspection Fee (Residential and Commercial)	FY 07	$60.00	$60.00	Per hour	$60.00
Emergency Inspection Fee (Residential and Commercial)	FY 07	$60.00	$60.00	Per hour	$60.00
Reinspection fees (Residential and Commercial)	FY 07	$100.00	$100.00	Each additional inspection after the second rejection for the same item(s)	$100.00
Minimum Residential Electric Permit Fee	FY 24	$75.00	$75.00		$75.00
Residential-Service Equipment					
Single Phase	FY 18	$50.00	$50.00	Up to & including 100 Amps.	$50.00
Single Phase	FY 18	$75.00	$75.00	101 to 200 Amps.	$75.00
Single Phase	FY 18	$150.00	$150.00	201 to 400 Amps.	$150.00

City of Portsmouth
Fee Schedule
Inspection Department

* (Indicates change from current fee)

Description	Fiscal Year Last Adjusted	FY 2024 Schedule	Suggested FY 2025 Schedule		Suggested FY 2026 Schedule
Residential Lighting Fixtures, Power Utilization					
Equipment & Outlets	FY 04	$1.00	$1.00	Each device	$1.00
Residential Pad Mounted Generators:					
12 KW or less	FY 12	$75.00	$75.00		$75.00
13 KW to 20 KW	FY 12	$125.00	$125.00		$125.00
21 KW and above	FY 12	$175.00	$175.00		$175.00
Manual Gen. set transfer	FY 12	$10.00	$10.00		$10.00
Automatic Gen. set transfer	FY 12	$25.00	$25.00		$25.00
Commercial Electrical					
All fees shall be rounded up to the nearest					
$5.00 with a minimum fee of $100 (Commercial)	FY 24	$100.00	$100.00		$100.00
Commercial-Contract Cost Fee Method					
First $5000.00 of electrical construction cost from					
$0.01 to $5,000.00	FY 04	$25.00	$25.00	Rate per thousand dollars of contract cost	$25.00
Next $5000.00 of electrical construction cost from					
$5,000.01 to $10,000.00	FY 04	$20.00	$20.00	Rate per thousand dollars of contract cost	$20.00
Next $5000.00 of electrical construction cost from					
$10,000.01 to $15,000.00	FY 04	$15.00	$15.00	Rate per thousand dollars of contract cost	$15.00
Each $1000.00 of electrical construction cost from					
$15,000.01 & over	FY 07	$10.00	$10.00	Rate per thousand dollars of contract cost	$10.00

Reinspection fees (residential and commercial)

If, upon being called for any inspection, the work is not in compliance with this Code, verbal notice will be given as to the deficiencies and such deficiencies shall be noted on the code official's report. The permit holder shall be responsible for correcting the item(s) and for notifying the code official to reinspect said deficiencies. If when called to reinspect these deficiencies, all is correct, no further action will be taken. However, if during the first reinspection, the work in question has not been corrected, there will be a **$100.00** reinspection fee assessed, which must be paid at the Inspection Office before a third inspection will be made. For each subsequent reinspection of the same deficiency or deficiencies, a like procedure and fee shall be assessed.

	FY 07	$100.00	$100.00		$100.00

City of Portsmouth
Fee Schedule
Inspection Department

* (Indicates change from current fee)

Description	Fiscal Year Last Adjusted	FY 2024 Schedule	Suggested FY 2025 Schedule		Suggested FY 2026 Schedule
Chapter 14: Section 102A E					
Housing Code					
Certificate of Occupancy	FY24	$35.00	$35.00	Per dwelling unit (good for 3 years)	$35.00
	FY 24	$100.00	$100.00	Minimum fee	$100.00
PLUMBING/MECHANICAL PERMIT FEES:					
Residential rate:					
Fee per fixture (plumbing or gas)	Pre FY 02	$5.00	$5.00	Each	$5.00
Water distribution piping (per dwelling)	FY 07	$30.00	$30.00	Each	$30.00
Waste and vent piping (per dwelling)	FY 07	$30.00	$30.00	Each	$30.00
Septic System (per dwelling)	FY 07	$30.00	$30.00	Each	$30.00
Gas distribution piping (per gas meter)	FY 07	$30.00	$30.00	Each	$30.00
Heating & Cooling Equipment: (Boiler, Furnace, Airhandlers, Unit Heaters, Condenser, Gas Logs, Fireplace Inserts, Solid Fuel Stoves, etc…)	FY 10	$20.00	$20.00	Per mechanical equipment	$20.00
Gas Appliance: (Cloths Dryers, Range/Oven Water Heater, etc….)	FY 10	$5.00	$5.00	Per gas appliance	$5.00
Air Distribution System:	FY 10	$5.00	$5.00	Per register	$5.00
Minimum Permit Fee	FY 24	$75.00	$75.00		$75.00

City of Portsmouth
Fee Schedule
Inspection Department

* (Indicates change from current fee)

Description	Fiscal Year Last Adjusted	FY 2024 Schedule	Suggested FY 2025 Schedule		Suggested FY 2026 Schedule
Commercial rate:					
Required Plan Review Fee	FY 04	$50.00	$50.00	Plumbing	$50.00
(Per contractor and for each revision of plans)	FY 04	$50.00	$50.00	Mechanical	$50.00
Minimum Permit Fee:	FY 24	$100.00	$100.00		$100.00
Commercial-Contract Cost Fee Method					
First $5000.00 of plumbing/Mechanical construction cost from $0.01 to $5,000.00	FY 07	$25.00	$25.00	Rate per thousand dollars of contract cost	$25.00
Next $5000.00 of plumbing/electrical construction cost from $5,000.01 to $10,000.00	FY 07	$20.00	$20.00	Rate per thousand dollars of contract cost	$20.00
Next $5000.00 of plumbing/electrical construction cost from $10,000.01 to $15,000.00	FY 07	$15.00	$15.00	Rate per thousand dollars of contract cost	$15.00
Each $1000.00 of plumbing/electrical construction cost from $15,000.01 & over	FY 07	$10.00	$10.00	Rate per thousand dollars of contract cost	$10.00
Commercial Range & Duct Extinguishing System:					
Base Permit Fee (Per System):	FY 06	$150.00	$150.00		$150.00
At time of first inspection, if system(s) are not ready for testing within 1/2 hour from time of Inspectors arrival, or if system fails the inspection, a reinspection shall be scheduled after paying a $150 fee. This procedure and fee shall be repeated for each failed inspection or incomplete system visit.					
	FY 13	$300.00	$300.00		$300.00
Special Inspection Fee	FY 07	$60.00	$60.00	Per hour	$60.00
Emergency Inspection Fee	FY 07	$60.00	$60.00	Per hour	$60.00
Reinspection Fee	FY 07	$100.00	$100.00		$100.00

City of Portsmouth
Fee Schedule
Inspection Department

* (Indicates change from current fee)

Description	Fiscal Year Last Adjusted	FY 2024 Schedule	Suggested FY 2025 Schedule	Suggested FY 2026 Schedule
Work Commencing Before Permit Issuance				
Any person who is found to have done plumbing work without the proper permits shall, upon issuance of said permit(s), be assessed a charge of (1) **200%** of the regular permit fee or (2) **$300.00** whichever is greater. If the regular permit fee is over (3) $3**00.00**, the permit fee shall be the regular fee plus (4) $3**00.00**				
	FY 04	**(1) 200%**	**(1) 200%**	**(1) 200%**
	FY 07	**(2) $300**	**(2) $300**	**(2) $300**
	FY 07	**(3) $300**	**(3) $300**	**(3) $300**
	FY 07	**(4) $300**	**(4) $300**	**(4) $300**
Commencing work before permit issuance				
Any person who is found to have done mechanical work without the proper permits shall, upon issuance of said permit(s), be assessed a charge of (1) **200%** of the regular permit fee or(2) **$300.00** whichever is greater. If the regular permit fee is over (3) **$300.00**, the permit fee shall be the regular fee plus (4) **$300.00.**				
	FY 04	**(1) 200%**	**(1) 200%**	**(1) 200%**
	FY 07	**(2) $300**	**(2) $300**	**(2) $300**
	FY 07	**(3) $300**	**(3) $300**	**(3) $300**
	FY 07	**(4) $300**	**(4) $300**	**(4) $300**

INSPECTION DEPARTMENT
Revenues from fees

	Actual FY 21	Actual FY 22	Actual FY 23	Actual FY 24	Budget FY 25
Total Inspection Department	**$1,773,397**	**$1,270,718**	**$1,428,857**	**$2,557,207**	**$1,500,000**

	FY 21	FY 22	FY 23	FY 24
Permits				
Residential	**2027**	**2041**	**2045**	**2373**
Commercial	**1028**	**1055**	**1056**	**959**
Value	**$212,826,565**	**$144,822,449**	**$171,553,531**	**$256,979,823**
Inspections	**6719**	**7087**	**11051**	**12654**

City of Portsmouth
Fee Schedule
Police Department

* (Indicates change from current fee)

Description	Fiscal Year Last Adjusted	FY 2024 Schedule	FY 2025 Schedule		Suggested FY 2026 Schedule
Chapter 5: Article VIII Section 802					
Alarm Systems Service Charge					
Police-Unfounded Emergency calls	Pre FY 02	No Charge	No Charge	0-3 occurrences per calendar year	No Charge
Police-Unfounded Emergency calls	FY 08	$75.00	$75.00	4th occurrence per calendar year	$75.00
Police-Unfounded Emergency calls	FY 08	$75.00	$75.00	5th occurrence per calendar year	$75.00
Police-Unfounded Emergency calls	FY 08	$75.00	$75.00	6th occurrence per calendar year	$75.00
Police-Unfounded Emergency calls	FY 08	$100.00	$100.00	7th occurrence per calendar year	$100.00
Police-Unfounded Emergency calls	FY 10	$150.00	$150.00	8th occurrence per calendar year	$150.00
Police-Unfounded Emergency calls	FY 10	$200.00	$200.00	9th occurrence per calendar year	$200.00
Police-Unfounded Emergency calls	FY 08	$300.00	$300.00	10th-15th occurrences per calendar year	$300.00
Police-Unfounded Emergency calls	FY 09	$400.00	$400.00	16th-20th occurrences per calendar year	$400.00
Police-Unfounded Emergency calls	FY 10	$500.00	$500.00	21th-25th occurrences per calendar year	$500.00
Police-Unfounded Emergency calls	FY 10	$1,000.00	$1,000.00	Each occurrences 26 or over per calendar year	$1,000.00
Chapter 7: Article V Section 504					
Bicycles					
License	Pre FY 02	No Charge	No Charge		No Charge
U-Visa research	FY 13	$150.00	$150.00		$150.00

POLICE DEPARTMENT
Revenues from fees

	Actual FY 21	Actual FY 22	Actual FY 23	Actual FY 24	Budget FY 25
Police Alarms	**$33,555**	**$37,025**	**$40,375**	**$25,725**	**$30,000**

Alarm Systems Service Charge **Police-Unfounded Emergency calls**	**FY 21**	**FY 22**	**FY 23**	**FY 24**
0-3 Occurrences per calendar year	553	601	542	483
4th Occurrence per calendar year	61	79	61	60
5th Occurrence per calendar year	42	58	45	44
6th Occurrence per calendar year	30	39	33	29
7th Occurrence per calendar year	29	21	19	21
8th Occurrence per calendar year	18	15	18	14
9th Occurrence per calendar year	13	10	16	11
10th-15th Occurrences per calendar year	46	35	45	47
16th-20th Occurrences per calendar year	5	14	10	11
21th-25th Occurrences per calendar year	0	5	1	4
Each Occurrences 26 or over per calendar year	0	3	0	0
Total Calls	797	880	790	724

City of Portsmouth
Fee Schedule
Fire Department

* (Indicates change from current fee)

Description	Fiscal Year Last Adjusted	FY 2024 Schedule	Suggested FY 2025 Schedule		Suggested FY 2026 Schedule
Chapter 5: Article IX Section F403.2					
Copy of incident report	Pre FY 02	$10.00	$10.00		$10.00
Environmental Reports and Research	FY 06	$25.00	$25.00		$25.00

INSPECTION FEES

PLACE OF ASSEMBLY

An occupancy used for a gathering of 50 or more persons for deliberation, worship, entertainment, eating, drinking, amusement, awaiting transportation, or similar uses; or used as a special amusement building, regardless of occupant load.

Establishments with an occupancy of less than 50 persons with an on-premise liquor license are required by the State Liquor Commission to have a valid Permit to Operate a Place of Assembly.

Full Place of Assembly inspections are performed annually in conjunction with the issuance of the Permit to Operate a Place of Assembly.

Occupancy Less than 50	FY 20	$50.00	$50.00	Annually	$50.00
Occupancy 51 to 100	FY 20	$100.00	$100.00	Annually	$100.00
Occupancy 101 to 300	FY 20	$200.00	$200.00	Annually	$200.00
Occupancy 301 to 1000	FY 20	$300.00	$300.00	Annually	$300.00
Occupancy 1001 and above	FY 20	$500.00	$500.00	Annually	$500.00

City of Portsmouth
Fee Schedule
Fire Department

* (Indicates change from current fee)

Description	Fiscal Year Last Adjusted	FY 2024 Schedule	Suggested FY 2025 Schedule		Suggested FY 2026 Schedule
DAYCARE					
An occupancy in which four or more clients receive care, maintenance, and supervision, by other than their relatives or legal guardians, for less than 24 hours per day. Excludes Family Daycares.					
Daycare Center:					
(12 plus or 5 plus under 2 years old)	**FY 20**	**$100.00**	**$100.00**	**Every 3 years in conjunction with State licensing**	**$100.00**
APARTMENTS					
A building or portion thereof containing three or more dwelling units with independent cooking and bathroom facilities.					
APARTMENT BUILDING	**FY 20**	**$100.00**	**$100.00**	**Every three years**	**$100.00**
Per dwelling unit	**FY 20**	**$10.00**	**$10.00**	**Every three years**	**$10.00**
HOTEL					
A building or groups of buildings under the same management in which there are sleeping accommodations for more than 16 persons and primarily used by transients for lodging with or without meals					
HOTEL	**FY 20**	**$100.00**	**$100.00**	**Annually**	**$100.00**
Per room	**FY 20**	**$2.50**	**$2.50**	**Annually**	**$2.50**
ROOMING HOUSE					
Buildings that provide sleeping accommodations for 16 or fewer persons on either a transient or permanent basis, with or without meals, but without separate cooking facilities for individual					
Rooming house	**FY 20**	**$100.00**	**$100.00**	**Annually**	**$100.00**

City of Portsmouth
Fee Schedule
Fire Department

* (Indicates change from current fee)

Description	Fiscal Year Last Adjusted	FY 2024 Schedule	Suggested FY 2025 Schedule		Suggested FY 2026 Schedule
EDUCATIONAL					
Buildings used for educational purposes through the twelfth grade by six or more persons for 4 or more hours per day or more than 12 hours per week					
Educational	**FY 20**	**$100.00**	**$100.00**	**Annually**	**$100.00**
STATE REQUIRED DWELLING UNIT					
Residential Placements, Foster Care, Adoptions, Family Daycares					
State Required Dwelling Unit	**FY 20**	**$30.00**	**$30.00**	**Every 3 years in conjunction with State licensing**	**$30.00**
HEALTH FACILITIES					
Inspections required for the licensing of healthcare facilities by NH DHHS					
Health Facilities	**FY 20**	**$100.00**	**$100.00**	**Inspections related to State licensing**	**$100.00**
Per bed	**FY 20**	**$2.50**	**$2.50**		**$2.50**
RE-INSPECTION					
Fire Alarm and Sprinkler Suppression System, Place of Assembly, Daycare, Apartment Building, Hotel, Rooming House, Educational, State Required Dwelling Unit, and Health Facilities.					
First Occurrence	**FY 20**	**$300.00**	**$300.00**		**$300.00**
Second Occurrence	**FY 20**	**$400.00**	**$400.00**		**$400.00**
Third and Additional Occurrences	**FY 20**	**$500.00**	**$500.00**		**$500.00**

City of Portsmouth
Fee Schedule
Fire Department

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

Description	Fiscal Year Last Adjusted	FY 2024 Schedule	Suggested FY 2025 Schedule		Suggested FY 2026 Schedule
Fire Sprinkler Systems	FY 20	$50.00	$50.00	Per application	$50.00
	FY 20	$0.05	$0.05	Per sq. ft. of protected area	$0.05
Fire Alarm Systems:	FY 20	$50.00	$50.00	Per application	$50.00
	FY 20	$0.05	$0.05	Per sq. ft. of protected area	$0.05
Hot Work Permit-1 day	FY 22	$50.00	$50.00		$50.00
Hot Work Permit-per month	FY 23	$100.00	$100.00		$100.00
Hot Work Permit-per year	FY 23	$500.00	$500.00		$500.00
Chapter 5: Article VIII Section 802					
Alarm Systems Service Charge					
Fire-Unfounded Emergency calls	FY 20	$300.00	$300.00	Malicious	$300.00
Fire-Unfounded Emergency calls	FY 20	No Charge	No Charge	0-3 occurrences per calendar year	No Charge
Fire-Unfounded Emergency calls	FY 20	$200.00	$200.00	4th occurrence per calendar year	$200.00
Fire-Unfounded Emergency calls	FY 20	$200.00	$200.00	5th occurrence per calendar year	$200.00
Fire-Unfounded Emergency calls	FY 20	$200.00	$200.00	6th occurrence per calendar year	$200.00
Fire-Unfounded Emergency calls	FY 20	$300.00	$300.00	Each occurrences 7 or over per calendar year	$300.00

FIRE DEPARTMENT
Revenues from fees

	Actual FY 21	Actual FY 22	Actual FY 23	Actual FY 24	Budget FY 25
Fire Inspections	**$126,316**	**$103,848**	**$94,831**	**$120,786**	**$105,000**
Total Fire Department	**$126,316**	**$103,848**	**$94,831**	**$120,786**	**$105,000**

City of Portsmouth
Fee Schedule
Public Works

* (Indicates change from current fee)

Description	Fiscal Year Last Adjusted	FY 2024 Schedule	FY 2025 Schedule			Suggested FY 2026 Schedule
Memorial Bridge Lighting Request	FY 23	$75.00	$75.00	Application/permit fee		$75.00
(Available to Non-Profits only)						
City Council Policy 2018-02						
Encumbrance of City Property (31 working days or more)						
Any City land that includes unmetered parking spaces, travel ways, loading zones and sidewalks	FY 19	$0.05	$0.05	Per sq. ft. per day		$0.05
(Above Fee will be doubled if the encumbrance period extends beyond its term)						
(Metered parking spaces having their own fee- please see Parking Fees-Temporary Meter Parking Space Permit)						
Any other City land/right of way not included above	FY 19	$400.00	$400.00	Per each 400 sq. ft. for 1st 30 days	*	$500.00
	FY 19	$200.00	$200.00	Each additional 30 day period	*	$250.00
Blasting Permit	FY 25	$100.00	$370.00		*	$400.00
New Driveway Permit	FY 25	$50.00	$75.00			$75.00

City of Portsmouth
Fee Schedule
Public Works

* (Indicates change from current fee)

Description	Fiscal Year Last Adjusted	FY 2024 Schedule	FY 2025 Schedule			Suggested FY 2026 Schedule
Excavation Permit	FY 25	$250.00	$275.00	1st 100 sq. ft.	*	$300.00
	FY 25	$500.00	$550.00	Expedited permit (within 3 business days)	*	$600.00
	FY23	$500.00	$500.00	Refundable deposit		$500.00
	FY21	$150.00	$150.00	Each additional 100 sq. ft.		$150.00
Flagging Permit	FY 23	$50.00	$50.00			$50.00
	FY 23	$75.00	$75.00	Expedited permit (within 3 business days)		$75.00
Cracksealing Fee	FY 25	$300.00	$390.00	Deposit amount	*	$500.00
Roadway & Utility Excavation Contractor Permit						
Electric/Lighting/Signal						
Gas/Telephone/Cable						
Road/Sidewalk						
	FY22	$50.00	$50.00	Initial certification		$50.00
	FY22	$25.00	$25.00	Annual fee: certification renewal		$25.00
	FY22	$25.00	$25.00	Annual fee; additional certifications		$25.00
	FY22	$500.00	$500.00	Recertification following suspension		$500.00
Wood Barricade	FY 25	$2.00	$5.00	Each per event		$5.00
Metal Barricade	FY 25	$100.00	$10.00	Each per event		$10.00
Event Delivery/Pickup	FY 25	N/A	$50.00	Per event		$50.00

City of Portsmouth
Fee Schedule
Public Works

* (Indicates change from current fee)

Description	Fiscal Year Last Adjusted	FY 2024 Schedule	FY 2025 Schedule			Suggested FY 2026 Schedule
Recycle Bin	FY 23	$10.00	$10.00		*	$15.00
Disposal of Tires	FY 04	$5.00	$5.00	Per tire		$5.00
Disposal of Electronics	FY 15	$10.00	$10.00	Per unit		$10.00
CFC Removal	FY 17	$20.00	$20.00	Per unit		$20.00
Propane Tanks (20# & larger)	FY 18	$5.00	$5.00	Per tank		$5.00
Yard Waste Disposal (contractors)	FY21	$50.00	$50.00	Per 4 cubic yards		$50.00
Yard Waste Disposal (contractors)	FY25	N/A	$25.00	Per 2 cubic yards		$25.00
Clean Wood	FY 25	N/A	$25.00	Per 4 cubic yards		$25.00
Clean Wood	FY 25	N/A	$15.00	Per 2 cubic yards		$15.00
Bulky Waste Pick-Up	FY 25	$5.00	$10.00	Each event		$10.00
Disposal of following whether pick-up or drop-off:						
Upholstered Furniture (Chairs, Couches, Sleep Sofa, Loveseats)	FY 21	$5.00	$5.00	Each		$5.00
Wood Furniture	FY 25	N/A	$5.00	Each		$5.00
Clothes Washer	FY 21	$5.00	$5.00	Each		$5.00
Clothes Dryer	FY 21	$5.00	$5.00	Each		$5.00
Mattresses	FY 21	$5.00	$5.00	Each		$5.00
Box Springs	FY 21	$5.00	$5.00	Each		$5.00
Dishwasher	FY 21	$5.00	$5.00	Each		$5.00
Cooking Range	FY 21	$10.00	$10.00	Each		$10.00
Gas Grill	FY 25	N/A	$5.00	Each		$5.00
Refrigerators	FY 21	$20.00	$20.00	Each		$20.00

PUBLIC WORKS DEPARTMENT Revenues from fees	Actual FY 21	Actual FY 22	Actual FY 23	Actual FY 24	Budget FY 24
Excavation Permit	$57,200	$97,500	$179,915	$57,980	$75,000
Flagging Permit	$11,800	$10,600	$14,875	$22,475	$20,000
Solid Waste	$85,162	$89,188	$76,322	$82,664	$76,000
Blasting Permit	$400	$100	$300	$200	$100
New Driveway Permit	$800	$450	$500	$450	$500
Total Public Works Department	$154,162	$197,288	$271,911	$163,769	$171,600

	FY 21	FY 22	FY 23	FY 24
Blasting Permits	2	2	4	1
New Driveway Permits	13	9	12	18
Excavation Permits	117	158	113	156
Excavation Permits (expedited)	48	24	47	63
Flagging Permits	177	208	142	115
Flagging Permits (expedited)	77	20	18	121

City of Portsmouth
Fee Schedule
Recreation

* (Indicates change from current fee)

Description	Fiscal Year Last Adjusted	FY 2024 Schedule	Suggested FY 2025 Schedule			Suggested FY 2026 Schedule
RECREATION-SPINNAKER PT.						
Adult Resident	FY 23	$220.00	$220.00	Per year		$220.00
Adult Resident	N/A	N/A	N/A	Per month	*	$20.00
Senior Citizen Resident	FY 23	$110.00	$110.00	Per year		$110.00
Senior Citizen Resident	N/A	N/A	N/A	Per month	*	$11.00
Adult Non-Resident	FY 23	$440.00	$440.00	Per year		$440.00
Adult Non-Resident	N/A	N/A	N/A	Per month	*	$38.00
Senior Citizen Non-Resident	FY 23	$220.00	$220.00	Per year		$220.00
Senior Citizen Non-Resident	N/A	N/A	N/A	Per month	*	$20.00
Daily Guest Fee Resident	PRE FY 02	$5.00	$5.00	Per day		$5.00
Daily Guest Fee Non-Resident	FY 12	$10.00	$10.00	Per day		$10.00
New Member Processing Fee	N/A	N/A	N/A	Initial fee	*	$25.00
RECREATION-INDOOR POOL						
17 & Under, Resident	FY 11	$3.00	$3.00	Per session		$3.00
17 & Under, Non-Resident	FY 11	$5.00	$5.00	Per session		$5.00
17 & Under, Resident/Membership	FY 23	$190.00	$190.00	Per year		$190.00
17 & Under, Resident	N/A	N/A	N/A	Per month	*	$17.00
17 & Under, Non-Resident/Membership	FY 23	$254.00	$254.00	Per year		$254.00
17 & Under, Non-Resident	N/A	N/A	N/A	Per month	*	$23.00
18-59, Resident	FY 11	$5.00	$5.00	Per session		$5.00
18-59, Non-Resident	FY 11	$10.00	$10.00	Per session		$10.00
18-59, Resident/Membership	FY 23	$318.00	$318.00	Per year		$318.00
18-59, Resident	N/A	N/A	N/A	Per month	*	$28.00
18-59, Non-Resident/Membership	FY 23	$572.00	$572.00	Per year		$572.00

City of Portsmouth
Fee Schedule
Recreation

* (Indicates change from current fee)

Description	Fiscal Year Last Adjusted	FY 2024 Schedule	Suggested FY 2025 Schedule			Suggested FY 2026 Schedule
18-59, Non-Resident	N/A	N/A	N/A	Per month	*	$49.00
Senior Citizen, Resident	FY 11	$3.00	$3.00	Per session		$3.00
Senior Citizen, Non-Resident	FY 11	$5.00	$5.00	Per session		$5.00
Senior Citizen, Resident/Membership	FY 23	$254.00	$254.00	Per year		$254.00
Senior Citizen, Resident	N/A	N/A	N/A	Per month	*	$23.00
Senior Citizen, Non-Resident/Membership	FY 23	$318.00	$318.00	Per year		$318.00
Senior Citizen, Non-Resident	N/A	N/A	N/A	Per month	*	$28.00
First Adult, Resident/Family Rate	FY 23	$318.00	$318.00	Per year		$318.00
First Adult, Non-Resident/Family Rate	FY 23	$572.00	$572.00	Per year		$572.00
Second Adult, Resident/Family Rate	FY 23	$190.00	$190.00	Per year		$190.00
Second Adult, Non-Resident/Family Rate	FY 23	$318.00	$318.00	Per year		$318.00
Maximum Per Family, Resident/Family Rate	FY 23	$763.00	$763.00	Per year		$763.00
Maximum Per Family, Non-Resident/Family Rate	FY 23	$1,018.00	$1,018.00	Per year		$1,018.00
Pool Rental	FY 23	$192.00	$192.00	Per hour		$192.00
per staff	FY 09	$40.00	$40.00	Per hour		$40.00
New Member Processing Fee	FY 19	$25.00	$25.00	Initial fee		$25.00
RECREATION-OUTDOOR POOL						
18 & Under, Resident	PRE FY 02	$0.00	$0.00	Per day		$0.00
18 & Under, Non-Resident	FY 23	$3.00	$3.00	Per day		$3.00
19 & Over, Resident	FY 23	$3.00	$3.00	Per day		$3.00
19 & Over, Non-Resident	FY 23	$5.00	$5.00	Per day		$5.00
Military Discount: (City Council adopted 05/02/22)						
18 & Under	FY 22	$0.00	$0.00	Per day		$0.00

City of Portsmouth
Fee Schedule
Recreation

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

Description	Fiscal Year Last Adjusted	FY 2024 Schedule	Suggested FY 2025 Schedule		Suggested FY 2026 Schedule
19 & over	FY 22	$2.00	$2.00	Per day	$2.00
RECREATION-MISCELLANEOUS					
*Grass Field - (Game or Practice)	FY 22	$20.00	$20.00	Per hour	$20.00
*Gym - (Game or Practice)	FY 22	$50.00	$50.00	Per hour	$50.00
*Does not include local non-profits & youth sports leagues Co-sponsored (non-swim team) programs maintenance fee (placed in maintenance fund)	FY 06	$200.00	$200.00	Per team	$200.00
Non-Resident participants in co-sponsored (non-swim team) programs (placed in maintenance fund)	FY 06	$20.00	$20.00	Per lane	$20.00
Turf Field - (Game or Practice)	FY 22	$75.00	$75.00	Per hour	$75.00
*Does not include local non-profits & youth sports leagues Electrical Light Usage at Ballfields (does not apply to youth athletics)	FY 25	$60.00	$65.00	Per usage	$65.00
Room Rentals:					
Senior Activity Center Room #1	FY 22	$50.00	$50.00	Per hour	$50.00
Senior Activity Center General (Rooms #4, #5, kitchen)	FY 22	$25.00	$25.00	Per hour	$25.00
Senior Activity Center Assembly Hall	FY 22	$50.00	$50.00	Per hour	$50.00

City of Portsmouth
Fee Schedule
Recreation

* (Indicates change from current fee)

Description	Fiscal Year Last Adjusted	FY 2024 Schedule	Suggested FY 2025 Schedule			Suggested FY 2026 Schedule
PIERCE ISLAND BOAT LAUNCH						
Boat Launch (Non-Resident)	FY 23	$175.00	$175.00	Per season		$175.00
Boat Launch (Non-Resident)	FY 14	$20.00	$20.00	Per launch		$20.00
Kayak, non-motorized, (Non-Resident)	FY 14	$10.00	$10.00	Per launch		$10.00
Kayak, non-motorized, (Non-Resident)	FY 23	$100.00	$100.00	Per season		$100.00
Kayak rack rental, (Resident)	N/A	N/A	N/A	Per season	*	$200.00
Kayak rack rental, (Non-Resident)	N/A	N/A	N/A	Per season	*	$240.00
Commercial (Non-Resident)	FY 14	$50.00	$50.00	Per launch		$50.00
Commercial (Non-Resident)	FY 22	$300.00	$300.00	Per season		$300.00
Military Discount: (City Council adopted 05/02/22)						
Motorized craft	FY 22	$10.00	$10.00	Per launch		$10.00
Motorized craft	FY 22	$75.00	$75.00	Per season		$75.00
Non-Motorized craft	FY 22	$5.00	$5.00	Per launch		$5.00
Commercial boats	FY 22	$15.00	$15.00	Per launch		$15.00

RECREATION DEPARTMENT
General Fund Revenues from fees

	Actual FY 21	Actual FY 22	Actual FY 23	Actual FY 24	Budget FY 25
Outdoor Pool	$1,276	$14,300	$41,779	$44,067	$40,000
Spinnaker Point	$2,868	$179,307	$309,748	$367,606	$275,000
Boat Ramp Fees	$17,338	$19,397	$26,267	$25,434	$20,000
Rentals	N/A	$5,345	$10,770	$22,495	$10,000
Total General Fund Recreation Fee Revenue	$21,482	$213,004	$388,564	$459,602	$345,000

Special Revenue Fund Fee Revenue

	Actual FY 21	Actual FY 22	Actual FY 23	Actual FY 24	Budget FY 25
Indoor Pool	($6,046)	$251,031	$362,895	$359,522	$367,000
Total Recreation Revenue from Fees	$15,436	$464,035	$751,459	$819,123	$712,000

City of Portsmouth
Fee Schedule
Health Department

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

Class	Description	Fiscal Year Last Adjusted	FY 2024 Schedule	FY 2025 Schedule		Suggested FY 2026 Schedule
	HEALTH					
	(*All initial annual food permits will be prorated on the date of issuance from Oct 1st)					
A4	Restaurants (400 + seating capacity)	FY 21	$650.00	$650.00	Annually*	$650.00
A3	Restaurants (300-399 seating capacity)	FY 21	$600.00	$600.00	Annually*	$600.00
A2	Restaurants (200-299 seating capacity)	FY 21	$550.00	$550.00	Annually*	$550.00
A1	Restaurants (100-199 seating capacity)	FY 21	$450.00	$450.00	Annually*	$450.00
B	Restaurants (76-99 seating capacity)	FY 21	$350.00	$350.00	Annually*	$350.00
C	Restaurants (51-75 seating capacity)	FY 21	$300.00	$300.00	Annually*	$300.00
D	Restaurants (26-50 seating capacity)	FY 21	$275.00	$275.00	Annually*	$275.00
E	Restaurants (0-25 seating capacity)	FY 21	$200.00	$200.00	Annually*	$200.00
E	Bakeries	FY 21	$200.00	$200.00	Annually*	$200.00
E	Markets or stores with less than 2 food preparation areas selling prepared foods and including fish markets, seafood stores and fish processing facilities	FY21	$200.00	$200.00	Annually*	$200.00
E	Catering only	FY 25	$150.00	$200.00	Annually*	$200.00
F	Supermarkets, hospitals, hotels	FY21	$650.00	$650.00	Annually*	$650.00
G	Bed and Breakfast Operations	FY21	$125.00	$125.00	Annually*	$125.00
N	Nursing Home (Food Service)	FY21	$100.00	$100.00	Annually*	$100.00
H	Prepackaged Foods (movie theaters, gas stations, video, candy, department, drug stores)	FY21	$100.00	$100.00	Annually*	$100.00
M	Mobile Food Operations	FY 12	$200.00	$200.00	Annually*	$200.00

City of Portsmouth
Fee Schedule
Health Department

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

	Description	Fiscal Year Last Adjusted	FY 2024 Schedule	FY 2025 Schedule			Suggested FY 2026 Schedule
T	Temporary Food Permit - on site prep	FY 14	$125.00	$125.00	(Up to two (2) weeks before the day of the event)		$125.00
	(Portsmouth business with food service permit exempt)						
		PRE FY 02	$100.00	$100.00	(Additional thereafter)		$100.00
TT	Temporary Food Permit - sell/sample only						
		FY 25	$15.00	$50.00	(Up to four (4) weeks before the day of the event)		$50.00
	(Portsmouth business with food service permit exempt)						
	(Temporary food permit exemptions will also apply to human services and non profit businesses)						
		FY 10	$40.00	$40.00	(Additional thereafter)		$40.00
V	Limited Events (permit covers up to 4 events per year)	FY 25	$150.00	$200.00	Limit 1 permit per year		$200.00
W	Farmer's Market Permit (period 5/01/xx-11/01/xx)	FY 07	$140.00	$140.00	Annually		$140.00
	Winter Farmer's Market Permit (11/1/xx-4/30/xx)	N/A	N/A	N/A	Annually	*	$140.00
X	No Fundraiser Fee for Health Department Permits:						
	Religious Organizations						
	Youth Groups						
	Veteran Groups						
	Disabled						
	School Related organizations	FY 10	No Fee	No Fee			No Fee
	(These organizations will need to obtain the appropriate Health Permit however there will be no fee associated with the permit.)						
Y	Fundraiser Permit	FY 14	$200.00	$200.00	Per event		$200.00
	Plan Review - Food Service Plans	N/A	N/A	N/A	Per plan	*	$50.00
	INSPECTION FEES:						
	Family Day Care & Foster Care	FY 16	$10.00	$10.00	Every 3 years		$10.00
Z	Daycare with more than 100 children	FY 16	$100.00	$100.00	Every 3 years		$100.00
	Customer Appreciation Events	FY 18	$75.00	$75.00			$75.00
AB	Temporary Event Coordinator Application	FY 21	$100.00	$100.00	Per event		$100.00

HEALTH DEPARTMENT
Revenues from fees

	Actual FY 21	Actual FY 22	Actual FY 23	Actual FY 24	Budget FY 25
Health Permits	**$58,030**	**$94,960**	**$120,615**	**$109,605**	**$100,000**

FY 24 Health Permits were as follows:

# of Permits	Fees Collected	
3	$1,950.00	Restaurants (400 + seating capacity)
9	$5,400.00	Restaurants (300-399 seating capacity)
20	$11,000.00	Restaurants (200-299 seating capacity)
45	$20,250.00	Restaurants (100-199 seating capacity)
17	$5,950.00	Restaurants (76-99 seating capacity)
36	$10,800.00	Restaurants (51-75 seating capacity)
24	$6,600.00	Restaurants (26-50 seating capacity)
101	$20,200.00	Restaurants (0-25 seating capacity)
1	$150.00	Catering
7	$4,550.00	Supermarkets
0	$0.00	Bed and Breakfast Operations
4	$400.00	Nursing Homes
1	$10.00	Foster Homes
8	$800.00	Late Fees
1	$200.00	Mobile Push Cart
11	$1,100.00	Prepackaged Foods (movie theaters, gas stations, video, candy, department, drug stores)
14	$2,800.00	Mobile Food Operations
6	$1,200.00	Temporary Food Permit
15	$1,500.00	Temporary Event Coordinator Fee
23	$2,875.00	Temporary Event Food Truck
9	$135.00	Temporary Event Food Sampling
22	$2,750.00	Temporary Event Vendor Fee
3	$75.00	Limited Events (1 to 4 events per year)
17	$2,380.00	Farmer's Market Permit (period 5/01/xx-11/01/xx)
	$0.00	No Fundraiser Fee for Health Department Permits: Religious Organizations Youth Groups Veteran Groups Disabled School Related organizations These organizations will need to obtain the appropriate Health Permit however there will be no fee associated with the permit.

City of Portsmouth
Fee Schedule
Parking / Transportation

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

Description	Fiscal Year Last Adjusted	FY 2024 Schedule	FY 2025 Schedule			Suggested FY 2026 Schedule
Note: When using an EZ Park transponder or the smart phone ParkMobile App at a meter parking space, residence receive a $0.50 hourly discount.						
Sign Permit-Private Parking Lot	**FY 21**	**$50.00**	**$50.00**	**Annually**		**$50.00**
Chapter 6: Article XIII Section 1307						
Vendor From Motor Vehicle	**FY 24**	**$1,500.00**	**$1,500.00**	**Minimum bid**		**$1,500.00**
Permit April 15- November 15						
Valet Parking						
Valet Station- from High Occupancy Metered Parking Spaces	**FY 25**	**$30.00**	**$50.00**	**Space per day**		**$50.00**
Valet Station parking spaces are only used when restaurant is open. Parking space may be used by public when not used by the valet service.						
Valet - from Commercial Loading Zone	**FY 23**	**$1,500.00**	**$1,500.00**	**Annually**		**$1,500.00**
Valet Station parking spaces are only used when restaurant is open. Parking space may be used by public when not used by the valet service.						
Chapter 7: Article I Section 114A						
Construction Permit						
Temporary Metered Parking Space Permit	**FY 18**	**$50.00**	**$50.00**	**Downtown**		**$50.00**
Temporary Metered Parking Space Permit	**N/A**	**N/A**	**N/A**	**Citywide**	*	**$35.00**
Chapter 7: Article III Section 321G						
Snow Emergency-Parking Ban						
Resident Snow Ban Rate for Parking in High Hanover	**FY 25**	**$5.00**	**$10.00**	**Per snow ban event**	*	**$8.00**
Resident Snow Ban Rate for Parking in Foundry Place	**FY 24**	**$5.00**	**$5.00**	**Per snow ban event**	*	**$8.00**

City of Portsmouth
Fee Schedule
Parking / Transportation

* (Indicates change from current fee)

Description	Fiscal Year Last Adjusted	FY 2024 Schedule	FY 2025 Schedule			Suggested FY 2026 Schedule
Chapter 7: Article IV Section 402 C						
High Hanover Parking Garage						
Rates	FY 21	$2.00	$2.00	Hourly rate		$2.00
	FY 21	$5.00	$5.00	Resident-Sunday-maximum		$5.00
	FY 20	$200.00	$200.00	Monthly 24 hr-resident pass		$200.00
	FY 21	$275.00	$275.00	Monthly-24 hr-non-resident pass	*	$300.00
	FY 17	20 Hrs@ Hr rate	20 Hrs@ Hr rate	Lost ticket fee/max daily rate		20 Hrs@ Hr rate
	FY 16	$100.00	$100.00	Garage pass deposit		$100.00
	FY 08	$15.00	$15.00	Pass late fee	*	$25.00
Chapter 7: Article IV Section 402 L						
Foundry Place Parking Garage						
Rates	FY 19	$1.00	$1.00	Hourly rate		$1.00
	FY 19	Free	Free	Resident-Sunday		Free
	FY 19	$100.00	$100.00	Monthly 24 hr-resident pass		$100.00
	FY 19	$125.00	$125.00	Monthly-24 hr-non-resident pass	*	$200.00
	FY 19	20 Hrs@ Hr rate	20 Hrs@ Hr rate	Lost ticket fee/max daily rate		20 Hrs@ Hr rate
	FY 19	$100.00	$100.00	Garage pass deposit		$100.00
	FY 19	$15.00	$15.00	Pass late fee	*	$25.00

City of Portsmouth
Fee Schedule
Parking / Transportation

* (Indicates change from current fee)

Description	Fiscal Year Last Adjusted	FY 2024 Schedule	FY 2025 Schedule			Suggested FY 2026 Schedule
Downtown Employee HOURLY Parking Program: **This program serves active individual employees of Downtown Portsmouth businesses. Each employee holds his/her own account with the parking garage, and renews pre-purchased hours as needed.**	**FY 21**	**$3.00**	**$3.00**	**Per use: maximum allowable days: 20 (10 hr pass)**		**$3.00**
Electric Vehicle Charging	**FY 20**	**$1.25**	**$1.25**	**Hourly first 4 hours**	*	**$2.00**
	FY 20	**$3.00**	**$3.00**	**Hourly thereafter**	*	**$4.00**
Current Locations-City Hall, High Hanover Parking Garage and Foundry Place Parking Garage Note: If Parking in a Parking Facility regular Parking Fees will be charged in addition to charging station fees.						
Chapter 7: Article IV Section 408						
Boat launch						
Peirce Island Overnight Boat Launch Parking	**FY 19**	**$15.00**	**$15.00**	**Nightly**		**$15.00**
Chapter 7: Article VI Section 604						
Truck Loading/Unloading Zones						
Commercial Loading Zone Permit	**FY 22**	**$250.00**	**$250.00**	**Annually**		**$250.00**
Chapter 7: Article IX Section 903						
Summons Administration Fee						
Summons Administration Fee	**FY 16**	**$150.00**	**$150.00**		*	**$300.00**
Chapter 7: Article X Section 1004F						
Towing						
Immobilization Penalty	**FY 15**	**$150.00**	**$150.00**		*	**$300.00**
Residential Neighborhood Parking	**N/A**	**N/A**	**N/A**			**TBD**

PARKING / TRANSPORTATION DIVISION
Revenues from fees

	Actual FY 21	Actual FY 22	Actual FY 23	Actual FY 24	Budget FY 25
Parking-Area Service Agreements	**$371,002**	**$48,900**	**$32,209**	**$42,520**	**$52,000**
Foundry Place Parking Garage Hourly	**$170,210**	**$327,813**	**$422,563**	**$478,709**	**$430,000**
Foundry Place Parking Garage Passes	**$305,634**	**$393,844**	**$482,150**	**$530,557**	**$523,500**
Hanover Parking Garage Hourly	**$1,805,836**	**$2,549,787**	**$2,357,141**	**$1,993,811**	**$2,350,000**
Hanover Parking Garage Passes	**$1,308,949**	**$1,304,841**	**$1,239,062**	**$1,088,839**	**$1,168,800**
Hanover Parking Garage Passes Reinstatement	**$990**	**$1,241**	**$660**	**$285**	**$750**
Foundry Place Parking Garage Passes Reinstatement	**$1,395**	**$1,775**	**$1,150**	**$1,470**	**$750**
Immobilization Admin Fee	**$5,250**	**$5,614**	**$5,700**	**$11,475**	**$6,000**
Total Parking/Transportation Fee Revenue	**$3,961,632**	**$4,625,186**	**$4,540,636**	**$4,147,667**	**$4,531,800**

Note: 1) Parking revenues are recorded in both the General Fund and the Special Revenue Parking/Trans Fund.
2) Parking Meters and Parking Violations are administered through ordinance not the fee schedule.

	Actual FY 21	Actual FY 22	Actual FY 23	Actual FY 24
Vendor From Motor Vehicle				
Permits	0	0	0	0
Revenue	$0	$0	$0	$0
Hanover Parking Garage Monthly Passes Issued				
Resident	161	118	114	108
Non-Resident	286	282	275	259
Total	447	400	389	367
Foundry Place Parking Garage Monthly Passes Issued (Opened 10-31-18)				
Resident	96	122	127	136
Non-Resident	176	221	242	225
Total	272	343	369	361
Peirce Island Overnight Parking	**FY 21**	**FY 22**	**FY 23**	**FY 24**
Permits	0	1	1	0
Revenue	$0	$15	$15	$0
Commercial Loading Zone permit				
Permits	20	5	13	12
Revenue	$2,000	$1,250	$3,250	$3,000

City of Portsmouth
Fee Schedule
Water / Sewer Divisions

* (Indicates change from current fee)

Description	Fiscal Year Last Adjusted	FY 2024 Schedule	FY 2025 Schedule			Suggested FY 2026 Schedule
Chapter 11: Article II Section 204						
Private Sewage Disposal						
Inspection Fee	PRE FY 02	N/A	N/A			N/A
Chapter 11: Article II Section 205						
Building Sewers and Connections						
Storm Water Connection Permit Fee (Dependent upon revision of ordinance)						
Stormwater Connection Fee	FY 25	N/A	$400.00	New customer		$400.00
Industrial Discharge Permit Fee, Including Permit Renewals						
Regulatory Compliance Sampling	N/A	N/A	N/A		*	$500.00
Class 1, Permit	FY 08	Consultant Based Fee	Consultant Based Fee			Consultant Based Fee
Class 2, Permit	FY 08	Consultant Based Fee	Consultant Based Fee			Consultant Based Fee
Class 3, Permit	FY 08	$500.00	$500.00	Per permit		$500.00
Class 4, Permit	FY 08	$500.00	$500.00	Per permit		$500.00
Class 5, Permit	FY 08	$500.00	$500.00	Per permit		$500.00
Class 6, Permit	N/A	N/A	N/A	Per permit	*	$500.00
Oil and Grease Trap Permit Fee	FY 15	$150.00	$150.00	New customer (inspection included)		$150.00
Oil and Grease Trap Permit Renewal Fee	FY 15	$75.00	$75.00	Annual		$75.00
Re-Inspection Fee	FY19	$100.00	$100.00	Per visit		$100.00
Renewal Fee w/out Compliance or Documentation	N/A	N/A	N/A	Annual	*	$175.00

City of Portsmouth
Fee Schedule
Water / Sewer Divisions

* (Indicates change from current fee)

Description	Fiscal Year Last Adjusted	FY 2024 Schedule	FY 2025 Schedule			Suggested FY 2026 Schedule
WATER and SEWER FEES						
Finance Charge, Unpaid balances after due date	PRE FY 02	18% annual	18% annual			18% annual
Turn On	FY 16	$40.00	$40.00	Per occurrence		$40.00
Delinquent Tag	FY 19	$25.00	$25.00	After threshold of $150		$25.00
Turn Off	FY 16	$40.00	$40.00	Per occurrence		$40.00
Final Billing Request	FY 14	$40.00	$40.00	Per occurrence		$40.00
Final Billings (if customer reads)	FY 05	N/A	N/A	Per occurrence		N/A
Hydrant Meter Rental Deposit	FY 20	$1,500.00	$1,500.00	Per occurrence		$1,500.00
Yearly Account History	PRE FY 02	$10.00	$10.00	Per occurrence		$10.00
Frozen Meter Repairs =< 1 1/2"	FY 15	$50.00	$50.00	Per occurrence		$50.00
Frozen Meter Repairs >1 1/2"	FY 15	$100.00	$100.00	Per occurrence		$100.00
If parts exceed the minimum charge, customer is charged for parts.						
Emergency Callout	FY 19	$300.00	$300.00	Per occurrence		$300.00
Based on current wages + benefits Minimum callout=4 hours overtime per union contracts						
Meter Testing <1 1/2"	FY 14	$50.00	$50.00	Per occurrence		$50.00
Meter Testing >=1 1/2"	FY 17	$75.00	$75.00	Per occurrence		$75.00
When requested by customer, (if meter test fails no charge to customer)						
Water Services Application Fee	FY 15	$150.00	$150.00	Per occurrence	*	$300.00

City of Portsmouth
Fee Schedule
Water / Sewer Divisions

* (Indicates change from current fee)

Description	Fiscal Year Last Adjusted	FY 2024 Schedule	FY 2025 Schedule			Suggested FY 2026 Schedule
Meter Reading System Repairs	FY 17	$60.00	$60.00	Per occurrence		$60.00
Plus cost of parts						
Meter Rental (any size)	FY 20	$10.00	$10.00	Daily		$10.00
Water Services Application Fee						
5/8" & 3/4"	PRE FY 02	$4.95	$4.95	Monthly		$4.95
1"	PRE FY 02	$8.27	$8.27	Monthly		$8.27
1 1/2"	PRE FY 02	$14.25	$14.25	Monthly		$14.25
2"	PRE FY 02	$22.91	$22.91	Monthly		$22.91
3"	PRE FY 02	$36.26	$36.26	Monthly		$36.26
4"	PRE FY 02	$68.74	$68.74	Monthly		$68.74
6"	PRE FY 02	$120.27	$120.27	Monthly		$120.27
8"	PRE FY 02	$168.01	$168.01	Monthly		$168.01
10"	PRE FY 02	$252.02	$252.02	Monthly		$252.02
Fire Flow Testing	FY 13	$200.00	$200.00	Per test	*	$300.00
	FY 17	$100.00	$100.00	Per visit		$100.00
Fire Services, Fee per Month						
1"	FY 08	$2.55	$2.55	Monthly		$2.55
1 1/2"	FY 08	$3.82	$3.82	Monthly		$3.82
2"	FY 08	$5.09	$5.09	Monthly		$5.09
2 1/2"	FY 08	$7.64	$7.64	Monthly		$7.64
3"	FY 08	$12.22	$12.22	Monthly		$12.22
4"	FY 25	$23.93	$25.06	Monthly		$25.06
5"	FY 25	$43.73	$46.04	Monthly		$46.04
6"	FY 25	$70.99	$74.86	Monthly		$74.86
8"	FY 25	$152.65	$161.45	Monthly		$161.45
10"	FY 25	$275.42	$291.62	Monthly		$291.62

City of Portsmouth
Fee Schedule
Water / Sewer Divisions

* (Indicates change from current fee)

Description	Fiscal Year Last Adjusted	FY 2024 Schedule	FY 2025 Schedule			Suggested FY 2026 Schedule
12"	FY 25	$445.77	$472.31	Monthly		$472.31
Hydrant Service Fee to Municipalities	FY 25	$375.00	$400.00	Annually (per hydrant)	*	$425.00
Roadway & Utility Excavation Contractor Permit	FY22	$50.00	$50.00	Initial certification		$50.00
(Electric/Lighting/Signal/Gas/Telephone/Cable	FY22	$25.00	$25.00	Annual fee: certification renewal		$25.00
Road/Sidewalk)	FY22	$25.00	$25.00	Annual fee; additional certifications		$25.00
	FY22	$500.00	$500.00	Recertification following suspension		$500.00
Backflow Test	FY 23	$60.00	$60.00	Per device each occurrence		$60.00
Backflow Test (Repeat-within 15 days)	FY 20	n/c	n/c	No charge		n/c
Backflow Test (Repeat-beyond 15 days)	FY 20	$75.00	$75.00	Per occurrence		$75.00
Backflow Permits and Inspection	FY 19	$100.00	$100.00	Per occurrence		$100.00
Bacteria Test and Sampling	FY 17	$75.00	$75.00	Per occurrence		$75.00
Sewer Surcharges-BOD Portsmouth	FY 15	$0.20	$0.20	Per LB		$0.20
Pease	FY 15	$0.20	$0.20	Per LB		$0.20
TSS Portsmouth	FY 15	$0.17	$0.17	Per LB		$0.17
Pease	FY 15	$0.17	$0.17	Per LB		$0.17
Dumping Fees per 1,000 gals	FY 25	$75.00	$100.00	Per 1,000 gallons		$100.00
Recreation Vehicles *Non-Resident*	FY 17	$30.00	$30.00	Per visit		$30.00
Sewer Connection Permits, as req'd ENV-WQ 703.07	FY 15	$150.00	$150.00	New customer		$150.00
Sewer Connection Fees	FY 15	$350.00	$350.00	New customer		$350.00

City of Portsmouth
Fee Schedule
Water / Sewer Divisions

* (Indicates change from current fee)

Description		Fiscal Year Last Adjusted	FY 2024 Schedule	FY 2025 Schedule			Suggested FY 2026 Schedule
Equipment Rate (Water & Sewer)	- Pick Up	FY 12	$15.00	$15.00	Per hour	*	$25.00
	Pump Truck	FY 20	$150.00	$150.00	Per hour	*	$165.00
	Backhoe	FY 23	$60.00	$60.00	Per hour		$60.00
	Excavator	FY 16	$75.00	$75.00	Per hour	*	$140.00
	1-Ton Dump	FY 23	$65.00	$65.00	Per hour	*	$35.00
	6-Wheeler Dump	N/A	N/A	N/A	Per hour	*	$75.00
	10-Wheeler Dump	N/A	N/A	N/A	Per hour	*	$95.00
	Compressor	FY 17	$20.00	$20.00	Per hour	*	$35.00
	Tapping	FY 17	$25.00	$25.00	Per hour	*	$35.00
	Pump	FY 14	$15.00	$15.00	Per hour	*	$25.00
	Loader	FY 16	$60.00	$60.00	Per hour	*	$80.00
	Steamer	FY 14	$15.00	$15.00	Per hour	*	$25.00
	Vactor	FY 23	$175.00	$175.00	Per hour	*	$225.00
	TV Camera Vehicle	FY 17	$150.00	$150.00	Per hour	*	$175.00
	Mini Excavator	N/A	N/A	N/A	Per hour	*	$75.00

Water - Capacity Surcharge Fee
EDU = equivalent dwelling unit

1"	FY 23	$1,434.00	$1,434.00	Per EDU new service		$1,434.00
1 1/2"	FY 23	$2,868.00	$2,868.00	Per EDU new service		$2,868.00
2"	FY 23	$4,588.80	$4,588.80	Per EDU new service		$4,588.80
3"	FY 23	$9,177.60	$9,177.60	Per EDU new service		$9,177.60
4"	FY 23	$14,340.00	$14,340.00	Per EDU new service		$14,340.00
6"	FY 23	$28,680.00	$28,680.00	Per EDU new service		$28,680.00
8"	FY 23	$45,888.00	$45,888.00	Per EDU new service		$45,888.00
10"	FY 23	$68,832.00	$68,832.00	Per EDU new service		$68,832.00

City of Portsmouth
Fee Schedule
Water / Sewer Divisions

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

Description	Fiscal Year Last Adjusted	FY 2024 Schedule	FY 2025 Schedule		Suggested FY 2026 Schedule
Sewer - Capacity Surcharge Fee					
EDU = equivalent dwelling unit					
1"	FY 23	$3,985.00	$3,985.00	Per EDU new service	$3,985.00
1 1/2"	FY 23	$7,970.00	$7,970.00	Per EDU new service	$7,970.00
2"	FY 23	$12,752.00	$12,752.00	Per EDU new service	$12,752.00
3"	FY 23	$25,504.00	$25,504.00	Per EDU new service	$25,504.00
4"	FY 23	$39,850.00	$39,850.00	Per EDU new service	$39,850.00
6"	FY 23	$79,700.00	$79,700.00	Per EDU new service	$79,700.00
8"	FY 23	$127,520.00	$127,520.00	Per EDU new service	$127,520.00
10"	FY 23	$191,280.00	$191,280.00	Per EDU new service	$191,280.00

WATER AND SEWER DIVISION
Revenues from fees

	Actual FY 21	Actual FY 22	Actual FY 23	Actual FY 24	Budget FY 25	
Hydrant Rentals to Municipalities						
Permits	1040	1040	1038			
Revenue	$312,000	$338,000	$363,300	$399,750	$426,400	Water Only
Backflow Test						
Permits	2057	1778	1846	2087	2088	
Revenue	$102,850	$97,790	$110,770	$125,221	$125,000	Water Only
Dumping Fees per 1,000 gals						
M gallons	1.075	1636	2160	2497	3000	
Revenue	$80,634	$102,805	$161,990	$187,283	$225,000	Sewer Only
Water - Capacity Improvement Multiplier (CIM)	$65,950	$153,870	$149,237	$97,512	$140,000	
Sewer - Capacity Improvement Multiplier (CIM)	$136,080	$181,020	$255,837	$194,468	$275,000	

Note: Revenue recorded in Enterprise Funds

City of Portsmouth
Fee Schedule
Library

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

Description	Fiscal Year Last Adjusted	FY 2024 Schedule	Suggested FY 2025 Schedule	FY 2026 Schedule
LIBRARY				
Interlibrary loan fee for out of state materials	FY 24	$15.00	$15.00	$15.00
Non-Resident Library Card	FY 20	$100.00	$100.00	$100.00
Non-Resident Library Card-3 months	FY 24	$35.00	$35.00	$35.00
Non-Resident Library Card-6 months	FY 20	$55.00	$55.00	$55.00
Non-Resident Library Card-Senior Rate	FY 20	$90.00	$90.00	$90.00
Non-Resident Library Card-Senior Rate-3 months	FY 24	$30.00	$30.00	$30.00
Non-Resident Library Card-Senior Rate-6 months	FY 20	$50.00	$50.00	$50.00

Businesses located within the city are eligible for a free Portsmouth Public Library Business card, whether the business owns or rents space.
Non-profit organizations and state agencies are included in these provisions.

Library
Revenues from fees

	Actual FY 21	Actual FY 22	Actual FY 23	Actual FY 24
Library Cards	**$25,170**	**$31,950**	**$34,755**	**$36,994**

Note: Revenue recorded in a Special Revenue Fund

City of Portsmouth
Fee Schedule
Prescott Park

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

Description	Fiscal Year Last Adjusted	FY 2024 Schedule	FY 2025 Schedule		Suggested FY 2026 Schedule
Chapter 8: Article II Section 202 E 7 b					
Park Property-					
Park Property-Per Hour Docking Fees					
***Note: A cancellation request within 24 hrs of reservation will not be refunded**					
HOURLY RATE WOODEN DOCKS				***HOURLY RATE - WOODEN DOCKS***	
RESIDENT (May 1-Sep 30)					
Craft up to twenty (20) ft in length overall	FY 24	$5.00	$5.00	Per hour	$5.00
For craft twenty-one (21) ft to thirty (30) ft overall	FY 24	$6.00	$6.00	Per hour	$6.00
For craft thirty-one (31) ft to forty (40) ft overall	FY 24	$7.00	$7.00	Per hour	$7.00
For craft over forty-one (41) ft to fifty (50) ft overall	FY 24	$10.00	$10.00	Per hour	$10.00
For craft over fifty (50) ft overall	FY 24	$11.00	$11.00	Per hour	$11.00
NON-RESIDENT (May 1-Sep 30)				***HOURLY RATE - WOODEN DOCKS***	
Craft up to twenty (20) ft in length overall	FY 24	$9.00	$9.00	Per hour	$9.00
For craft twenty-one (21) ft to thirty (30) ft overall	FY 24	$12.00	$12.00	Per hour	$12.00
For craft thirty-one (31) ft to forty (40) ft overall	FY 24	$16.00	$16.00	Per hour	$16.00
For craft over forty-one (41) ft to fifty (50) ft overall	FY 24	$20.00	$20.00	Per hour	$20.00
For craft over fifty (50) ft overall	FY 24	$24.00	$24.00	Per hour	$24.00

City of Portsmouth
Fee Schedule
Prescott Park

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

Description	Fiscal Year Last Adjusted	FY 2024 Schedule	FY 2025 Schedule		Suggested FY 2026 Schedule
RESIDENT (Oct 1-Apr 30)				***HOURLY RATE - WOODEN DOCKS***	
Craft up to twenty (20) ft in length overall	FY 24	$4.00	$4.00	Per hour	$4.00
For craft twenty-one (21) ft to thirty (30) ft overall	FY 24	$5.00	$5.00	Per hour	$5.00
For craft thirty-one (31) ft to forty (40) ft overall	FY 24	$6.00	$6.00	Per hour	$6.00
For craft over forty-one (41) ft to fifty (50) ft overall	FY 24	$9.00	$9.00	Per hour	$9.00
For craft over fifty (50) ft overall	FY 24	$10.00	$10.00	Per hour	$10.00
NON-RESIDENT (Oct 1-Apr 30)				***HOURLY RATE - WOODEN DOCKS***	
Craft up to twenty (20) ft in length overall	FY 24	$6.00	$6.00	Per hour	$6.00
For craft twenty-one (21) ft to thirty (30) ft overall	FY 24	$9.00	$9.00	Per hour	$9.00
For craft thirty-one (31) ft to forty (40) ft overall	FY 24	$10.00	$10.00	Per hour	$10.00
For craft over forty-one (41) ft to fifty (50) ft overall	FY 24	$11.00	$11.00	Per hour	$11.00
For craft over fifty (50) ft overall	FY 24	$14.00	$14.00	Per hour	$14.00
4 HOUR MINIMUM RATE - CEMENT DOCK					
RESIDENT (May 1-Sep 30)				***4 HOUR MINIMUM RATE - CEMENT DOCK***	
Craft up to twenty (20) ft in length overall	FY 24	$13.00	$13.00	Per 4 hours-over 4 hrs pay daily rate	$13.00
For craft twenty-one (21) ft to thirty (30) ft overall	FY 24	$17.00	$17.00	Per 4 hours-over 4 hrs pay daily rate	$17.00
For craft thirty-one (31) ft to forty (40) ft overall	FY 24	$21.00	$21.00	Per 4 hours-over 4 hrs pay daily rate	$21.00
For craft over forty-one (41) ft to fifty (50) ft overall	FY 24	$33.00	$33.00	Per 4 hours-over 4 hrs pay daily rate	$33.00
For craft over fifty (50) ft overall	FY 24	$37.00	$37.00	Per 4 hours-over 4 hrs pay daily rate	$37.00

City of Portsmouth
Fee Schedule
Prescott Park

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

Description	Fiscal Year Last Adjusted	FY 2024 Schedule	FY 2025 Schedule		Suggested FY 2026 Schedule
NON-RESIDENT (May 1-Sep 30)				***4 HOUR MINIMUM RATE - CEMENT DOCK***	
Craft up to twenty (20) ft in length overall	FY 24	$25.00	$25.00	Per 4 hours-over 4 hrs pay daily rate	$25.00
For craft twenty-one (21) ft to thirty (30) ft overall	FY 24	$33.00	$33.00	Per 4 hours-over 4 hrs pay daily rate	$33.00
For craft thirty-one (31) ft to forty (40) ft overall	FY 24	$41.00	$41.00	Per 4 hours-over 4 hrs pay daily rate	$41.00
For craft over forty-one (41) ft to fifty (50) ft overall	FY 24	$65.00	$65.00	Per 4 hours-over 4 hrs pay daily rate	$65.00
For craft over fifty (50) ft overall	FY 24	$73.00	$73.00	Per 4 hours-over 4 hrs pay daily rate	$73.00
RESIDENT (Oct 1-Apr 30)				***4 HOUR MINIMUM RATE - CEMENT DOCK***	
Craft up to twenty (20) ft in length overall	FY 24	$9.00	$9.00	Per 4 hours-over 4 hrs pay daily rate	$9.00
For craft twenty-one (21) ft to thirty (30) ft overall	FY 24	$13.00	$13.00	Per 4 hours-over 4 hrs pay daily rate	$13.00
For craft thirty-one (31) ft to forty (40) ft overall	FY 24	$17.00	$17.00	Per 4 hours-over 4 hrs pay daily rate	$17.00
For craft over forty-one (41) ft to fifty (50) ft overall	FY 24	$29.00	$29.00	Per 4 hours-over 4 hrs pay daily rate	$29.00
For craft over fifty (50) ft overall	FY 24	$33.00	$33.00	Per 4 hours-over 4 hrs pay daily rate	$33.00
NON-RESIDENT (Oct 1-Apr 30)				***4 HOUR MINIMUM RATE - CEMENT DOCK***	
Craft up to twenty (20) ft in length overall	FY 24	$13.00	$13.00	Per 4 hours-over 4 hrs pay daily rate	$13.00
For craft twenty-one (21) ft to thirty (30) ft overall	FY 24	$25.00	$25.00	Per 4 hours-over 4 hrs pay daily rate	$25.00
For craft thirty-one (31) ft to forty (40) ft overall	FY 24	$29.00	$29.00	Per 4 hours-over 4 hrs pay daily rate	$29.00
For craft over forty-one (41) ft to fifty (50) ft overall	FY 24	$33.00	$33.00	Per 4 hours-over 4 hrs pay daily rate	$33.00
For craft over fifty (50) ft overall	FY 24	$45.00	$45.00	Per 4 hours-over 4 hrs pay daily rate	$45.00

City of Portsmouth
Fee Schedule
Prescott Park

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

Description	Fiscal Year Last Adjusted	FY 2024 Schedule	FY 2025 Schedule		Suggested FY 2026 Schedule
Park Property-Per Day Docking Fees					
(to be paid in advance)					
RESIDENT (May 1-Sep 30)					
Craft up to twenty (20) ft in length overall	FY 24	$38.00	$38.00	Per day	$38.00
For craft twenty-one (21) ft to thirty (30) ft overall	FY 24	$44.00	$44.00	Per day	$44.00
For craft thirty-one (31) ft to forty (40) ft overall	FY 24	$50.00	$50.00	Per day	$50.00
For craft over forty-one (41) ft to fifty (50) ft overall	FY 24	$62.00	$62.00	Per day	$62.00
For craft over fifty (50) ft overall	FY 24	$74.00	$74.00	Per day	$74.00
NON-RESIDENT (May 1-Sep 30)					
Craft up to twenty (20) ft in length overall	FY 24	$50.00	$50.00	Per day	$50.00
For craft twenty-one (21) ft to thirty (30) ft overall	FY 24	$74.00	$74.00	Per day	$74.00
For craft thirty-one (31) ft to forty (40) ft overall	FY 24	$98.00	$98.00	Per day	$98.00
For craft over forty-one (41) ft to fifty (50) ft overall	FY 24	$122.00	$122.00	Per day	$122.00
For craft over fifty (50) ft overall	FY 24	$146.00	$146.00	Per day	$146.00
RESIDENT (Oct 1-Apr 30)					
Craft up to twenty (20) ft in length overall	FY 24	$20.00	$20.00	Per day	$20.00
For craft twenty-one (21) ft to thirty (30) ft overall	FY 24	$24.00	$24.00	Per day	$24.00
For craft thirty-one (31) ft to forty (40) ft overall	FY 24	$26.00	$26.00	Per day	$26.00
For craft over forty-one (41) ft to fifty (50) ft overall	FY 24	$32.00	$32.00	Per day	$32.00
For craft over fifty (50) ft overall	FY 24	$38.00	$38.00	Per day	$38.00

City of Portsmouth
Fee Schedule
Prescott Park

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

Description	Fiscal Year Last Adjusted	FY 2024 Schedule	FY 2025 Schedule			Suggested FY 2026 Schedule
NON-RESIDENT (Oct 1-Apr 30)						
Craft up to twenty (20) ft in length overall	FY 24	$26.00	$26.00	Per day		$26.00
For craft twenty-one (21) ft to thirty (30) ft overall	FY 24	$38.00	$38.00	Per day		$38.00
For craft thirty-one (31) ft to forty (40) ft overall	FY 24	$50.00	$50.00	Per day		$50.00
For craft over forty-one (41) ft to fifty (50) ft overall	FY 24	$62.00	$62.00	Per day		$62.00
For craft over fifty (50) ft overall	FY 24	$74.00	$74.00	Per day		$74.00
Park Property-Seasonal Rental Docking Fees						
RESIDENT (April 2 - November 1)	FY24	$140.00	$140.00	Per season per boat foot	*	$150.00
	FY 24	$2,100.00	$2,100.00	Per season minimum		$2,100.00
NON-RESIDENT (April 2 - November 1)	FY24	$173.00	$173.00	Per season per boat foot	*	$185.00
	FY 24	$2,595.00	$2,595.00	Per season minimum		$2,595.00
Park Property-Docking Utility Access Fees						
Dock Utility Access:						
Resident	FY 24	$15.00	$15.00	Per day		$15.00
	FY 24	$300.00	$300.00	Per season		$300.00
Non Resident	FY 24	$15.00	$15.00	Per day		$15.00
	FY 24	$300.00	$300.00	Per season		$300.00

City of Portsmouth
Fee Schedule
Prescott Park

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

Description	Fiscal Year Last Adjusted	FY 2024 Schedule	FY 2025 Schedule	Suggested FY 2026 Schedule
Park Property-Wedding Reservation Fee				
The wedding reservation fee shall be waived when either one of the persons being married is a Portsmouth resident. The fee shall be refunded in the event that the wedding cannot be held in Prescott Park due to inclement weather.				
Weddings which include 1-10 participants in total	**FY 21**	**$175.00**	**$175.00**	**$175.00**
Weddings which include 11-74 participants in total	**FY 21**	**$400.00**	**$400.00**	**$400.00**
Weddings which include more than 74 participants in total	**FY 21**	**$775.00**	**$775.00**	**$775.00**

Prescott Park
Revenues from fees

	Actual FY 21	Actual FY 22	Actual FY 23	Actual FY 24
Dock Fees (Marine Maintenance Trust)	**$58,812**	**$71,975**	**$73,451**	**$74,367**
Weddings	**$3,225**	**$3,525**	**$3,450**	**$2,325**

Note: Revenue recorded in a Special Revenue Fund

CITY OF PORTSMOUTH
FORMAT OF ACCOUNTS

APPENDIX IV

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City of Portsmouth
Expenditure Account Structure

XX-	-XXX-	-XXX-	-XX-	-XXX-	-XXX-	-XXXXXX
Fund(2)	Dept(3)	Div(3)	Sub-Div(2)	Location(3)	State(3)	Object(6)

FUND

XX-	-XXX-	-XXX-	-XX-	-XXX-	-XXX-	-XXXXXX
Fund(2)	Dept(3)	Div(3)	Sub-Div(2)	Location(3)	State(3)	Object(6)

01	GENERAL FUND
09	INDOOR POOL
12	COMMUNITY CAMPUS
17	PARKING FUND
20	CDBG
50	WATER FUND
51	SEWER FUND
58	STORMWATER
84	PRESCOTT PARK

DEPARTMENT

XX-	**-XXX-**	-XXX-	-XX-	-XXX-	-XXX-	-XXXXXX
Fund(2)	**Dept(3)**	Div(3)	Sub-Div(2)	Location(3)	State(3)	Object(6)

700	FINANCE
707	BENEFITS
709	HUMAN RESOURCES
710	CITY COUNCIL
711	CITY MANAGER
712	CITY CLERK
713	ELECTIONS
714	PLANNING & SUSTAINIBILITY
715	LEGAL
716	INSPECTION
717	INFORMATION TECHNOLOGY
718	ECONOMIC DEVELOPMENT
733	DEBT SERVICE
734	CONTINGENCY

City of Portsmouth
Expenditure Account Structure

735	OVERLAY
736	GENERAL ADMINISTRATION
737	COUNTY TAX
738	OTHER NON-OPERATING
740	POLICE
741	FIRE
744	CIVIL DEFENSE
751	PUBLIC WORKS
752	PARKING/TRANSPORTATION
753	STORMWATER
780	LIBRARY
785	RECREATION
786	SENIOR SERVICES
789	COMMUNITY DEVELOPMENT
790	HEALTH
792	WELFARE
793	OUTSIDE SOCIAL SERVICES
794	EDUCATION
795	CAPITAL OUTLAY

DIVISION

XX-	-XXX-	**-XXX-**	-XX-	-XXX-	-XXX-	-XXXXXX
Fund(2)	Dept(3)	**Div(3)**	Sub-Div(2)	Location(3)	State(3)	Object(6)

101	CITY COUNCIL
102	CITY MANAGER
104	ALLOCABLE BENEFITS
105	CITY CLERK
106	ELECTION
107	LEGAL
201	ACCOUNTING
202	ASSESSING
203	TAX COLLECTION
204	INFORMATION TECHNOLOGY
301	TANS
302	BONDED DEBT
303	LEASES
304	OTHER DEBT SERVICE

City of Portsmouth
Expenditure Account Structure

310	CONTINGENCY
320	OVERLAY
339	SENIOR SERVICES
350	GENERAL ADMINISTRATIVE
360	COUNTY TAX
370	CAPITAL OUTLAY
410	PLANNING
411	CDBG
412	REVOLVING LOANS
413	UDAG
414	HOUSING FUNDS
416	MICRO LOAN PROGRAM
420	INSPECTION
430	HEALTH
510	DETECTIVES
520	PATROL
530	DISPATCH
540	PARKING GARAGE
541	PARKING ENFORCEMENT
542	PARKING METERS
543	PARKING COLLECTIONS
544	PUBLIC TRANSPORTATION
550	CROSSING GUARDS
570	FIRE FIGHTERS
580	AMBULANCE
590	CIVIL DEFENSE
610	ADMINISTRATION
620	ENGINEERING
630	BUILDINGS
640	HIGHWAYS
642	COLLECTIONS (STORMWATER)
644	TREATMENT (STORMWATER)
650	WATER SUPPLY & TREATMENT
660	WATER DISTRIBUTION
670	WASTEWATER TREATMENT
680	WASTEWATER COLLECTION
710	LIBRARY
720	COMMUNITY CENTERS
730	SWIMMING POOL

City of Portsmouth
Expenditure Account Structure

740	PLAYGROUNDS
750	BOAT LAUNCH
760	SPECIAL PROGRAMS
770	WELFARE
780	OUTSIDE SOCIAL SERVICES
810	SCHOOL

SUB-DIVISION

XX-	-XXX-	-XXX-	**-XX-**	-XXX-	-XXX-	-XXXXXX
Fund(2)	Dept(3)	Div(3)	**Sub-Div(2)**	Location(3)	State(3)	Object(6)

00	UNALLOCATED
08	PERSONNEL & TRAINING
09	SPINNAKER POINT ADULT CNT
10	AIS
11	COMMUNITY RELATIONS
12	RECORDS
13	BIS
14	FAMILY SERVICES
15	GENERAL
16	ANIMAL CONTROL
17	AUXILIARY
18	CANINE
19	ERT
20	ACCIDENT TEAM
21	CONNIE BEAN CENTER
22	JFK CENTER
23	INDOOR POOL
24	OUTDOOR POOL
25	DIRECT ASSISTANCE
26	FIELD TRAINING OFFICE
27	EXPLORER
28	SRO
29	EIO
30	DARE
31	RUBBISH COLLECTION
32	RUBBISH DISPOSAL
33	PARKING

34	PUBLIC SERVICE
35	PUBLIC FACILITIES
36	ECON DEV LOAN PROGRAM
37	NON-PROFIT LOAN PROGRAM
38	HOUSING REHAB
39	SPECIAL NEEDS LOAN PROGRAM
40	HOUSING ENDOW LOAN PROGRAM
41	STREET MAINTENANCE
41	HIGHWAYS ST MTCE PEASE
42	SNOW REMOVAL
43	SIDEWALKS
44	BRIDGE REPAIRS
45	EQUIPMENT MAINTENANCE
46	TREE PROGRAM
47	MOSQUITO CONTROL
48	PARKS & CEMETERIES
49	STREET CLEANING
50	MICRO LOAN PROGRAM
51	ADMINISTRATION
52	ENGINEERING
53	CROSS CONNECTION
54	TREATMENT PLANT
55	LABORATORY PORTSMOUTH
56	WELLS
57	WATER STORAGE TANK
58	BOOSTER STATION PORTS
61	MAINS
62	SERVICES
63	HYDRANTS
64	METERS
65	LIFT STATION
66	FILTER BUILDING
67	FORCE MAINS
68	INTERCEPTOR
69	LATERALS
70	MISCELLANEOUS COSTS
71	PRELIMINARY DESIGN
72	ENGINEERING DESIGN
73	SURVEY

74	RECORD DRAWING
75	CADASTRAL
76	INSPECTION
77	BORING
78	ADMINISTRATION
79	STARTUP

LOCATION

XX-	-XXX-	-XXX-	-XX-	**-XXX-**	-XXX-	-XXXXXX
Fund(2)	Dept(3)	Div(3)	Sub-Div(2)	**Location(3)**	State(3)	Object(6)

100	PORTSMOUTH-UNALLOCATED
110	CITY HALL/SEYBOLT
111	PUBLIC WORKS FACILITY
112	LIBRARY
115	POLICE STATION
120	SCHOOL-HIGH SCHOOL
122	SPINNAKER POINT ADULT CNT
123	JFK CENTER
124	CONNIE BEAN CENTER
125	CENTRAL FIRE STATION
131	PLAYGROUNDS
132	PARKS
133	PRESCOTT PARK
141	LIFT STATIONS PORTSMOUTH
142	LIFT STATION MECHANIC ST
143	LIFT STATION DEER ST
171	WELLS-PORTSMOUTH
177	TANKS-PORTSMOUTH
180	LABORATORY PORTSMOUTH
181	PIERCE ISLAND TRTMT PLANT
182	BOOSTER STATION PORTS
192	INDOOR POOL
500	PEASE-UNALLOCATED
541	LIFT STATIONS PEASE
542	LIFT STATION RYE STREET
571	WELLS-PEASE
577	TANKS-PEASE

580	LABORATORY PEASE
581	PEASE SEWER TRTMT PLANT
582	BOOSTER STATION PEASE
900	PIERCE ISLAND UNALLOCATED
992	OUTDOOR POOL

STATE

XX-	-XXX-	-XXX-	-XX-	-XXX-	**-XXX-**	-XXXXXX
Fund(2)	Dept(3)	Div(3)	Sub-Div(2)	Location(3)	**State(3)**	Object(6)

001	CAPITAL PROJECTS
002	SPECIAL REVENUE
400	EXECUTIVE
401	CITY CLERK ADMIN
402	FINANCIAL ADMINISTRATION
403	REVALUATION OF PROPERTY
404	LEGAL EXPENSE
405	PERSONNEL ADMINISTRATION
406	PLANNING & ZONING
407	GENERAL GOVERNMENT BLDGS
408	CEMETERIES
409	INSURANCE
410	ADVERTISING & REGIONAL AS
411	OTHER GENERAL GOVERNMENTS
412	POLICE
413	AMBULANCE
414	FIRE
415	BUILDING INSPECTION
416	EMERGENCY MANAGEMENT
417	OTHER (INCLUDING GOV'T)
419	ADMINISTRATION
420	HIGHWAYS & STREETS
421	BRIDGES
422	STREET LIGHTING
423	OTHER
424	ADMINISTRATION
425	SOLID WASTE COLLECTION
426	SOLID WASTE DISPOSAL

427	SOLID WASTE CLEAN-UP
428	SEWAGE COLL & DISPOSAL
429	WATER ADMINISTRATION
430	WATER SERVICE
431	WATER TREATMENT, CONSERV
432	ELECTRICAL OPERATIONS
433	HEALTH ADMINISTRATION
434	PEST CONTROL
435	HEALTH AGENCIES & OTHER
436	WELFARE DIRECT ASSISTANCE
437	OUTSIDE SOC SERVICE ADMIN
438	WELFARE VENDOR PMTS & OTH
439	PARKS AND RECREATION
440	LIBRARY
441	PATRIOTIC PURPOSES
442	OTHER CULTURE & RECREATION
443	CONSERVATION ADMIN & PURC
444	OTHER CONSERVATION
445	REDEVELOPMENT & HOUSING
446	ECONOMIC DEVELOPMENT
447	PRINCIPAL LONG TERM BONDS
448	INTEREST LONG TERM BONDS
449	INTEREST TANS
450	OTHER DEBT SERVICE
451	CAPITAL OUTLAY-LAND
452	CAP OUTLAY-MACH,VEH,EQUIP
453	CAP OUTLAY-BUILDINGS
454	CAP OUTLAY-IMPROVEMENTS
455	OP TRANSOUT-SPEC REV FUND
456	OP TRANSOUT-CAP PROJ FUND
457	OP TRANSOUT-ENTERP FUND
458	OP TRANSOUT-ELECTRIC
459	OP TRANSOUT-AIRPORT
460	OP TRANSOUT-CAP RESV FUND
461	OP TRANSOUT-EXP TR FUND
462	OP TRANSOUT-HLTH MTCE
463	OP TRANSOUT-NONEXPD TRUST
464	OP TRANSOUT-AGENCY FUNDS
465	STORMWATER

City of Portsmouth
Expenditure Account Structure

491	SEWER
492	WATER
600	SCHOOL
650	OVERLAY
675	COUNTY TAX

OBJECT

XX-	-XXX-	-XXX-	-XX-	-XXX-	-XXX-	**-XXXXXX**
Fund(2)	Dept(3)	Div(3)	Sub-Div(2)	Location(3)	State(3)	**Object(6)**

010000	**SALARIES**
011000	**REGULAR SALARIES**
012000	**PART TIME SALARIES**
014000	**OVERTIME**
015000	**LONGEVITY**
016000	**LEAVE AT TERMINATION**
017000	**HOLIDAY PREMIUM PAY**
018000	**OTHER PAY**
019000	**ANTICIPATED EXPENSES**
020000	**EMPLOYEE BENEFITS**
021000	**INSURANCE-HEALTH**
021100	**INSURANCE-DENTAL**
021500	**INSURANCE-LIFE**
021600	**INSURANCE-DISABILITY**
021700	**INSURANCE-LTD**
021800	**INS CONTRACTUAL STIPEND**
022000	**SOCIAL SECURITY**
022200	**FICA**
022500	**MEDICARE**
023000	**RETIREMENT**
025000	**UNEMPLOYMENT COMPENSATION**
026000	**INSURANCE-WORKERS COMP**
029000	**FRINGE BENEFITS**
030000	**PROFESSIONAL SERVICE**
030100	**PROF SERVICES-AUDIT**

	031000	PROF SERVICES-ENGINEERING
	032000	PROF SERVICE-LEGAL
	033000	MANAGEMENT SERVICE
	034000	BANK SERVICES
	034100	TELEPHONE
	034200	DATA PROCESSING
	034300	TELEVISION
	035000	MEDICAL SERVICE
	036000	CUSTODIAL SERVICE
	039000	OTHER PROFESSIONAL SERVICE
040000	PURCHASED PROPERTY SERVICE	
	041000	ELECTRICITY
	041100	HEAT AND OIL
	041200	WATER AND SEWER
	041300	RUBBISH
	043000	REPAIRS AND MAINTENANCE
	044000	RENTAL AND LEASES
	048000	INSURANCE
050000	OTHER PURCHASED SERVICE	
	053000	ADVERTISING
	054000	EDUCATION AND TRAINING
	055000	PRINTING
	056000	DUES AND SUBSCRIPTIONS
	057100	TRAVEL AND CONFERENCE
060000	SUPPLIES	
	061000	GENERAL SUPPLIES
	062000	OFFICE SUPPLIES
	062500	POSTAGE
	063000	MAINTENANCE AND REPAIR
	063500	GASOLINE
	063600	DIESEL FUEL
	063700	LUBRICANTS
	063800	CHEMICALS
	064000	CUSTODIAL AND HOUSEKEEPING
	065000	GROUNDSKEEPING

	066000	VEHICLE REPAIRS
	067000	BOOKS & PERIODICALS
	068000	MATERIALS
	069000	OTHER MISCELLANEOUS
070000	CAPITAL OUTLAY	
	071000	LAND
	072000	BUILDINGS
	073000	OTHER IMPROVEMENTS
	074000	EQUIPMENT
	075000	FURNITURE AND FIXTURES
	076000	VEHICLES
	078000	SRF PROJECTS
	079000	TRANSPORTATION MANAGEMENT
080000	OTHER CHARGES AND EXPENSES	
	081000	OTHER CHARGES AND EXPENSES
	086000	DEPRECIATION
	087000	OUTSIDE SERVICE
	088000	ASSISTANCE
	089000	SCHOOL EXPENDITURES
090000	OTHER FINANCIAL USES	
	091000	TRANSFER TO SPECIAL REV FUND
	098000	DEBT SERVICE-PRINCIPAL
	098100	DEBT SERVICE-INTEREST
	099000	LEASES

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Glossary of Terms

- A -

Abatement – An official reduction or elimination of one's assessed valuation after completion of the original assessed value.

Accrual Accounting – A basis of accounting in which revenues are recognized in the accounting period in which they are earned, and expenses are recognized in the period in which they are incurred.

Ad Valorem – A tax levied in proportion to the value of the property being taxed.

Agency Funds – One of four types of fiduciary funds. Agency funds are used to report resources held by the reporting government in a purely custodial capacity (assets = liability). Agency funds typically involve only the receipt, temporary investment, and remittance of fiduciary resources to individuals, private organizations, or other governments.

Amortization – The paying off of debt by regular payments of principal and interest sufficient to retire the debt by maturity.

Annual Comprehensive Financial Report (ACFR) – A comprehensive set of financial reports produced by the local government to comply with the reporting rules set by the Government Accounting Standards Board (GASB). The ACFR features three sections: introductory, financial, and statistical.

Appropriation – An authorization granted by a legislative body to make expenditures and incur obligations for specific purposes. Appropriations are usually limited in amount and to the time during which they may be expended.

Assessed Value – The fair market value placed upon real and personal property by the City as the basis for levying property taxes.

- B -

Balanced Budget – A budget in which estimated revenues equals planned expenditures.

Bargaining Units – A group of employees which, by reason of the similarity of their jobs, form a unit appropriate for bargaining with management on questions of wages, benefits and working conditions.

Basis of Accounting – The timing of recognition, that is, when the effects of transactions or events should be recognized for financial reporting purposes.

Bond – A written promise to pay a designated sum of money (the principal) on a specific date at a specified interest rate. Bonds are generally utilized to raise monies for long-term financing for major capital projects. Payments for bonds are shown as debt service.

Bond Ratings – A rating of quality given on any bond offering as determined by an independent agency in the business of rating such offerings.

Budget – A plan of financial operation containing an estimate of proposed expenditures for a single fiscal year (July 1 through June 30) and the proposed means of financing them.

Budget Calendar – The schedule of key dates or milestones that the City follows in the preparation and adoption of the budget.

Budget Document – The instrument used by the budget-making authority to present a comprehensive financial plan of operations to the City Council.

- C -

Capacity Improvement Multiplier (CIM) – Calculation taking the current net book value of assets of the total system (Water system or Sewer system) divided by the sustainable system capacity in equivalent dwelling unit (the amount of water used by a typical single residence).

Capital Expenditure – Costs associated with acquiring, upgrading, and maintaining physical assets such as property, land, plants, buildings, technology, or equipment.

Capital Improvement Plan (CIP) – A six-year plan of proposed capital expenditures for long-term improvements to the City's facilities including, water, sewer, parking facilities etc.; identifies each project and source of funding.

Committed Fund Balance – Amounts constrained to specific purpose by a government itself, using its highest level of decision-making authority.

Community Development Block Grant (CDBG) – An annual Federal grant received from the Department of Housing and Urban Development. It is primarily used for housing rehabilitation and other grant eligible activities.

Compensated Absences – An accrued employee's right to receive compensation for future absences attributable to service already rendered (i.e.: vacation and sick leave).

Consumer Price Index (CPI) – A measure, calculated by the United States Department of Labor, commonly used to indicate the rate of inflation.

Contingency – A budgetary reserve set aside for emergencies or unforeseen expenditures for which no other budget exists. General Fund use of the contingency may only be approved by the City Council.

Contractual Obligations – The costs related to obligations performed for the City by individuals, businesses, or utilities.

Cyclical Revaluation – Refers to the revaluation of all taxable and non-taxable properties in a municipality, combining a complete measure and listing of all taxable and nontaxable properties over time and updating an establishment of the new base year, to arrive at full and true value as of April 1.

- D -

Debt Service – The payment of interest and principal to holders of the City's debt instruments.

Designated Fund Balance – Funds that have been selected and assigned for a specific purpose.

Designated Unreserved Fund Balance – Portion of unreserved fund balance that management would prefer to use available financial resources for a specific purpose.

- E -

Economic Development Commission (EDC) – A commission committed to ensuring the continued economic prosperity and preservation of the qualities that attract and retain businesses in the community.

Enterprise Funds – Account for the financing of services to the general public whereby all or most of the operating expenses involved are recorded in the form of charges to users of such services. The Enterprise Funds consist of the Water Fund and the Sewer Fund.

Equalization Ratio – Indicates the relationship between assessed value and market value. This ratio is determined for each municipality every year by the NH Department of Revenue Administration through a study of the qualified sales that occurred within the municipality during the previous year.

Equalized Value – Assessed value calculated by the state to ensure that property under its jurisdiction is appraised equitably at market value.

Expenditure – Actual outlay of monies for goods or services.

- F -

Fiduciary Funds – A category of funds used to report assets held in a trustee or agency capacity for others and which therefore cannot be used to support the government's own program.

Fiscal Year – A twelve-month period of time to which the annual budget applies and at the end of which a governmental unit determines its financial position and result of its operations. The fiscal year for the City of Portsmouth begins July 1 and ends on June 30.

Full Revaluation – Refers to the revaluation of all taxable and nontaxable properties in a municipality, with a complete measure and listing of all taxable and nontaxable properties to occur at the same time of the establishment of the new base year, to arrive at full and true value as of April 1. The term includes "full reappraisal" and "full reassessment." Rev 601.24

Full Statistical Revaluation – Refers to the process of a revaluation of all taxable and nontaxable properties in a municipality, using existing property data, to arrive at full and true value as of April 1. The term includes "statistical update" and "statistical reassessment." Rev 601.25

Fund – An independent fiscal and accounting entity which a self-balancing set of accounts recording cash and/or other resources together with all related liabilities, obligations, reserves, and equities that are segregated for the purpose of carrying on specific activities.

Fund Balance – The excess of an entity's assets over its liabilities also known as excess revenues over expenditures or net assets. A negative fund balance is sometimes called a deficit.

Fund Balance Policy – Policy to maintain fund balance at a predetermined target level.

- G -

General Obligation Bond – A bond for which the full faith and credit of the City is pledged for payment.

Generally Accepted Accounting Principles (GAAP) – Uniform minimum standards used by state and local governments for financial accounting, recording and reporting. They govern the form and content of the basic financial statements of an entity; established by the Governmental Accounting Standards Board (GASB).

Goals – Statements of broad direction, purpose, or intent based on the needs of the community. A goal is general and timeless.

Government Finance Officers Association (GFOA) – A private, nonprofit organization which has actively supported the advancement of governmental accounting, auditing and financial reporting since 1906.

Governmental Accounting Standards Board (GASB) – The body that sets accounting standards, specifically for governmental entities at the state and local levels.

Governmental Fund Type – Governmental accounting includes eight types of funds: general, special, debt service, capital, enterprise, internal service, trust, and agency. These types are indicative of accounting procedures to be used and the function of each type.

- I -

Infrastructure – The basic facilities, equipment, services, and installations needed for the growth and functioning of a country, community, or organization.

Internal Control – Comprises organizational and operational methods adopted within a government to safeguard its assets, check the accuracy and reliability of its accounting data, promote efficiencies, and encourage adherence to policies.

- L -

Leave At Termination – Accumulated earned leave owed to employees when they leave municipal service.

Legal Level of Control – The lowest level of budgetary detail at which the government's management or finance officer may reassign resources without approval of the governing body. It is, at a minimum, expenditures for each department for each fund for which the budget is required.

Line-Item – Separate listing of each expenditure category along with the dollar amount budgeted for each.

- M -

Mills – One mill equals 1/1,000 of $1, or $1 of tax for every $1,000 of value.

Mission Statements – Broad, general statements which summarize the aims and values of an organization.

Modification Factor (Mod Factor) – The mod factor is used when determining workers compensation premiums. The mod factor is a value that compares the claim profile of the employer to the claim profile that would be expected of an employer of similar size payroll in the same in the same industry. A value of 1.00 is average, meaning the frequency and severity of actual losses equaled the expected losses. A mod factor greater than 1.00 means the employer experienced worse than expected losses during the rating period, and a mod factor of less than 1.00 indicates the employer's losses were better than expected for the rating period.

Modified Accrual Accounting – A basis of accounting in which revenues are recognized in the accounting period when they become available and measurable, and expenditures are recognized in the accounting period in which the fund liability is incurred.

Municipal Service Agreement – An agreement between the City of Portsmouth, the Town of Newington, and the Pease Development Authority to provide municipal services in the airport district of the Pease Development Authority.

- N -

Net Position – The residual of all other financial statement elements presented in a statement of financial position.

Non-Operating Budget – Expenditures that are not directly attributed to the day-to-day operations of any one particular department: TANS, Debt Services, Contingency, Overlay Interest, County Tax, Capital Outlay.

- O -

Objective – The goal intended to be attained (and believed to be attainable) by the City of Portsmouth.

Operating Budget – Expenditures that are directly attributed to the day-to-day operations of a particular department: Salaries, Benefits, Supplies, Utilities, etc.

Overlay – An appropriation to fund potential tax abatements.

- P -

Partial Update – The process of analyzing market sales throughout the entire municipality to identify and implement needed value changes to the affected areas, or classes of property, to bring those properties to the municipality's general level of assessment utilizing the existing base tax year and providing an addendum to the existing USPAP compliant report.

Pease Development Authority (PDA) – A body politic and corporate of the State of New Hampshire located in Rockingham County, New Hampshire.

Performance Measure – An indicator of the attainment of an objective; it is a specific quantitative measure of work performed or services provided within an activity or program, or it may be a quantitative measure of results obtained through a program or activity.

Proposed Budget – The operating and capital budgets submitted to the City Council by the City Manager.

- R -

Reserve For Debt – Account where retained earnings are set aside to satisfy outstanding debts.

Reserve For Property Appraisal – Account where retained earnings are set aside to cover property appraisals.

Restricted Net Position – One of three components of net position that must be reported in both government-wide and proprietary fund financial statements. It consists of restricted assets reduced by liabilities and deferred inflows of resources related to those assets. Generally, a liability or deferred inflow of resources relates to restricted assets if the asset results from a resource flow that also results in the recognition of a liability/deferred inflow of resources or if the liability will be liquidated with the restricted assets reported.

Retained Earnings – The accumulated equity balance in an enterprise or internal service fund resulting from operations over the years. This is the difference between fund assets and fund liabilities.

Revaluation – Refers to the act of re-estimating the worth of real estate of the entire municipality using standard appraisal methods, calibration of the CAMA tables and models, establishment of a new base year with a USPAP compliant report, and providing for statistical testing whether by either a Full Revaluation, Full Statistical Revaluation, Cyclical Revaluation, or Partial Update.

Revenue – The income received by the City in support of a program of services to the community; includes such items as property taxes, fees, user charges, grants, fines, interest income, and miscellaneous revenue.

Revised Statutes Annotated (RSA) – The State of New Hampshire's statutes.

Rolling Stock – The equipment available for use as transportation, such as vehicles owned by the City of Portsmouth.

- S -

Special Revenue Fund – A fund used to account for the proceeds of specific revenues that are legally restricted to expenditure for specific purposes.

Sustainability – Development which meets the needs of the present without compromising the ability of future generations to meet their own needs; refers to the use of ecosystems and their resources in a manner that satisfies current needs while allowing them to persist in the long term.

- T -

Tax Levy – Taxes that are imposed and collected.

Tax Rate – The amount of tax levied for each $1,000 of assessed value.

- U -

Unassigned Fund Balance – A fund balance that has not been selected or assigned to a specific purpose.

Unrestricted Net Position – One of three components of net position that must be reported in both government-wide and proprietary fund financial statements. It is the difference between total net position and its two other components (net investment in capital assets and restricted net position).

Urban Development Action Grant (UDAG) – An economic development initiative established by the US Department of Housing and Urban Development (HUD) in the early 1980's whose goals were to establish public/private partnerships that would stimulate economic development in communities' downtown districts.

User Fees – The payment of a fee for direct receipt of a public service by the person benefiting from the service.

Abbreviations/Acronyms

- A -

AARP – American Association of Retired Persons
ACE – Architecture, Construction, Engineer
ACEC – American Council of Engineering Companies
ACO – Animal Control Officer
ACFR – Annual Comprehensive Financial Report
ACS – American Community Survey
ADA – Americans with Disability Act
AEP6 – Arts and Economic Prosperity 6 (study)
AFI – Alpha Flying Inc.
AFSCME – American Federation of State, County and Municipal Employees
AIDS – Acquired Immunodeficiency Syndrome
ALICE – Alert, Lockdown, Inform, Counter, and Evacuate
AMR – Automated Meter Reading
APC – Atlas Pilatus Center Inc.
ARC – American Red Cross
AREA – Authorized Regional Enrollment Area (plan)
ARPA – American Rescue Plan Act
ARRA – American Recovery and Reinvestment Act
ARS – AIDS Response Seacoast
ATM – Automated Teller Machine
ATSDR – Agency for Toxic Substances and Disease Registry
ATV – All Terrain Vehicle

- B -

BAF – Biologically Aerated Filters
BBBSNH – Big Brothers, Big Sisters of New Hampshire
BBH – Bureau of Behavioral Health
BFC – Bicycle Friendly Community
BI – Buildings & Infrastructure
BIPOC – Black, Indigenous, and People of Color
BIS – Bureau of Investigated Service
BMP – Best Management Practices
BTLA – Board of Tax & Land Appeal

- C -

CAD – Computer Aid Design – or – Computer Aided Dispatch (Police Department)
CALEA – The Commission on Accreditation for Law Enforcement Association
CAMA – Computer Aided Mass Appraisal
CARES – Coronavirus Aid, Relief, and Economic Security (Act)
CASEL – Collaborative for Academic, Social, and Emotional Learning
CAW – Coastal Adaptation Workgroup
CBC – Central Business District
CBERN – Chemical, Biological, Explosive, Radiological, Nuclear
CCC – Connect Community Church
CCGP – Chamber Collaborative of Greater Portsmouth
CCT – Community Care Team
CDBG – Community Development Block Grant
CDC – Center for Disease Control
CDFA – Community Development Finance Authority
CDP – Community Diversion Program
CDRW – Compact Disc Re-Writable
CDS – Congressionally Directed Spending

CEDS – Comprehensive Economic Strategy
CEPT – Chemically Enhanced Primary Treatment
CFAI – Commission on Fire Accreditation International
CFC – Chloroflurocarbon
CFS – Child and Family Services of New Hampshire
CHIP – Community Health Improvement Plan
CIBOR – Commercial Investment Board of Realtors (NH)
CIM – Capacity Improvement Multiplier
CIP – Capital Improvement Plan
CISA – Cybersecurity & Infrastructure Security Agency
CJIS – Criminal Justice Information Services
CMAQ – Congestion Mitigation and Air Quality
CO2 – Carbon Dioxide
COAST – Cooperative Alliance for Seacoast Transportation
COD – Coefficient of Dispersion
COLA – Cost of Living Adjustment
COLL BARG – Collective Bargaining
COM – Combined Funding
COVID-19 – Corona Virus Disease – 2019
CPCNH – Community Power Coalition of New Hampshire
CPI – Consumers Price Index
CPI-U – Consumer Price Index-Urban
CREAT – Climate Resilience Evaluation and Awareness Tool
CRH – Cross Roads House
CRM – Customer Relationship Management
CRN – Community Resource Network
CSA – Community Supported Agriculture
CSO – Combined Sewer Overflow
CST – Crime Scene Team
CTE – Career Technical Education

- D -

DAF – Dissolved Air Floatation
DBA – Downtown Business Association
DEI – Diversity, Equity and Inclusion
DES – Department of Environmental Services
DO – Dondero School
DOT – Department of Transportation
DPLA – Digital Public Library of America
DSA – Deer Street Associates

- E -

ECC – Emergency Communications Center
EDC – Economic Development Commission
EITC – Earned Income Tax Credit
ELO – Extended Learning Opportunity
EMO – Emergency Management Office
EMS – Emergency Medical Services
EMT – Emergency Medical Technician
EPA – Environmental Protection Agency
ERZ – Economic Revitalization Zones
ESF – Emergency Support Functions
ESOL – English as a Second Language
ESSER – Elementary and Secondary School Emergency Relief (Funds)
EST – Estimated
EV – Electric Vehicle

- F -

FDA – Food and Drug Administration
FEMA – Federal Emergency Management Agency
FICA – Federal Insurance Contribution Act
FMLA – Family and Medical Leave Act
FOG – Fats, Oil, and Grease
FPN – Food Providers Network
FS – Family Services
FT – Full Time
FTA – Federal Transit Administration
FTE – Full Time Equivalent
FTO – Field Training Officer
FTZ – Foreign Trade Zone
FY – Fiscal Year

- G -

GAAP – Generally Accepted Accounting Principles
GASB – Government Accounting Standards Board
GFOA – Governmental Finance Officers Association
GIS – Geographic Information Systems
GMR – Guaranteed Maximum Rate
GOFERR – Governor's Office for Emergency Relief and Recovery
GPTMA – Greater Portsmouth Transportation Management Association
GSA – General Services Administration

- H -

HAZ-MAT – Hazardous Materials
HDC – Historic District Commission
HIDTA – High Intensity Drug Trafficking Areas
HIV – Human Immunodeficiency Virus
HM – Hazardous Materials
HR – Human Resources
HRS – Hours
HUD – United States Department of Housing and Urban Development
HVAC – Heating, Ventilating and Air Conditioning

- I -

IBPO – International Brotherhood of Police Officers
ICAC – Internet Crimes Against Children
ICC – International Code Council
ICLEI – International Clearinghouse on Sustainable Development and Environmental Protection/ Local Government's for Sustainability
ICMA – International City Managers Association
IEP – Individualized Education Program
IRS – Internal Revenue Service
ISO – Insurance Service Officer
ISSA – Information Systems Security Association
IT – Information Technology
IVR – Interactive Voice Response

- J -

JBC – Joint Budget Committee

- L -

LCHIP – (New Hampshire) Land and Community Heritage Investment Program

LCR – Leadership in Community Resilience
LED – Light Emitting Diode
LEED – Leadership in Energy and Environmental Design
LEOP – Local Emergency Operations Plan
LGBQT+ – Lesbian, Gay, Bisexual, Queer and Transgender Plus
LH – Little Harbor School
LPG – Liquefied Petroleum Gas
LTCP – Long Term Control Plan

- M -

MAAP – Municipal Agent Automation Project
MAN – Metropolitan Area Network
MEP – Manufacturing Extension Partnership
MOD – Modification factor
MOU – Memorandum of Understanding
MPO – Metropolitan Planning Organization
MS4 – Municipal Separate Storm Sewer Systems
MSGP – Multi-sector General Permit
MSW – Municipal Solid Waste
MUTCD – Manual on Uniform Traffic Control Devices

- N -

NAMI – National Alliance on Mental Illness
NECAP – New England Common Assessment Program
NECHPS – Northeast Collaborative for High Performance Schools
NEMSN – New England Municipal Sustainability Network
NEPBA – New England Police Benevolent Association
NEWWA – New England Water Works Association
NF – New Franklin School
NFPA – National Fire Protection Association
NH SBDC – New Hampshire Small Business Development Center
NHCAW – New Hampshire Coastal Adaptation Workshop
NHDES – New Hampshire Department of Environmental Services
NHDHHS – New Hampshire Department of Health and Human Services
NHDOT – New Hampshire Department of Transportation
NHFSTFF – New Hampshire Fire Standards & Training Fire Fighters
NHRS – New Hampshire Retirement System
NHSG – New Hampshire Seacoast Greenway
NLC – National League of Cities
NOAA – National Oceanic and Atmospheric Administration
NON – Non-Union
NPS – National Park Service
NPDES – National Pollutant Discharge Elimination System

- O -

OCLC – Online Computer Library Center
OHRV – Off-Highway Recreational
OPEB – Other Post-Employment Benefits
OT – Overtime
OU-2 – Operable Unit 2
OW – Outside Work

- P -

PACA – Portsmouth Arts and Cultural Alliance
PAEPT – Portsmouth Area Emergency Planning Team
PAFR – Popular Annual Financial Report

PC – Palliative Care
PDA – Pease Development Authority
PEAC – Portsmouth Energy Advisory Committee
PEAK – Program for Elementary Age Kids
PEDLP – Portsmouth Economic Development Loan Program
PEEP – Portsmouth Early Education Program
PFC – Perfluorochemicals
PFAS – Perfluorooctanesulfonic acid
PFOA – Perfluorooctanoic acid
PFOS – Perfluorooctanesulfonic acid
PHA – Portsmouth Housing Authority
PHS – Portsmouth High School
PHS – Portsmouth Historical Society
PIO – Public Information Officer
PIWWTF – Peirce Island Wastewater Treatment Plant Facility
PLC – Professional Learning Communities
PMA – Professional Management Association
PMS – Portsmouth Middle School
PNSY – Portsmouth Naval Shipyard
PPAF – Prescott Park Arts Festival
PPD – Portsmouth Police Department
PPL – Portsmouth Public Library
PPDTV – Portsmouth Police Department Television
PPMtv – Portsmouth Public Media Television
PREP – Piscataqua Region Estuary Partnership
PT – Part Time
PTA – Parent Teacher Association
PTAP – Pollutant Tracking & Accountability Project
PTSC – Parking, Traffic, and Safety Committee
PULA- Public Undeveloped Lands Assessment

- R -

RAB – Restoration Advisory Board
RCA – Rockingham Community Action
RDC – Redundant Dispatch Center
REC – Renewable Energy Credits
RFI – Request for Information
RFP – Request for Proposal
RFQ – Request for Qualifications
RJLA – Robert J. Lister Academy
RMCC – Richie McFarland Children's Center
RMS – Records Management System
RNMWP – Rockingham Nutrition and Meals on Wheels Program
RSA – Revised Statutes Annotated
RSVP – Retired and Senior Volunteer Program

- S -

S&P – Standard & Poor's
SAAS – Software as a Service
SAC – Senior Activities Center
SAG – State Aid Grant
SASS – Sexual Assault Support Services
SAT – Suite of Assessments
SBAC – Smarter Balanced Assessment Consortium
SBDC – Small Business Development Center
SCADA – System Control and Data Acquisition
SCS – Seacoast Community School

SEL – Social Emotional Learning
SELF – Service Above Self Scholarship
SELT – Southeast Land Trust
SFFP – Seacoast Family Food Pantry
SFP – Seacoast Family Promise
SHA – State Health Assessment
SHIP – State Health Improvement Plan
SIPP – Save the Indoor Portsmouth Pool
SIU – Special Investigative Unit
SMA – Supervisory Management Alliance
SMHC – Seacoast Mental Health Center
SMPO – Seacoast Metropolitan Planning Organization
SOS – Strength Over Stigma
SPED – Special Education
SRF – State Revolving Fund
SRO – School Resource Officer
STEAM – Science, Technology, Engineering, Art, and Mathematics
SUV – Sport Utility Vehicle
SWAG – Safe Water Advisory Group
SWEPT – Statewide Education Property Taxes
SWPPP – Storm Water Pollution Prevention Plans

- T -

TCP/IP – Transmission Control Protocol/Internet Protocol
TDD – Telecommunications Device for the Deaf
TIDE – Taskforce on Inclusion, Diversity and Equity
TQP – Teacher Quality Panel
TY – Tax Year

- U -

UDAG – Urban Development Action Grant
UNH – University of New Hampshire
UPS – United Parcel Service
USDA – United States Department of Agriculture
USEPA – United States Environmental Protection Agency

- V -

VDI – Virtual Desktop Interface
VLAN – Virtual Local Area Network
VNA – Visiting Nurses Association
VOIP – Voice Over Internet Protocol

- W -

WFC – Walking Friendly Community
WK – Week
WMP – Wastewater Master Plan
WWTF – Wastewater Treatment Facility

- Y -

YMCA – Youth Men's Christian Association

City of PORTSMOUTH New Hampshire

Appendix IV: City Council Requested Budget Exercise

Consideration of a Zero Dollar/Percent Increase for the Fiscal Year 2026 Budget

Request of City Council

At the launch of the annual budget development cycle for the Fiscal Year 2026 (FY26) Proposed Budget, the City Manager and staff presented the City Council with a preliminary glimpse of the cost drivers and projections expected to impact the budget process. After reflecting on that January 15, 2025 introductory presentation, the City Council considered a motion by one of its members at their January 21, 2025 regular meeting to provide budget guidance to the City Manager for the FY26 Proposed Budget.

The Council reviewed recent releases of the Consumer Price Index (CPI) and reports of cost-of-living increases by the Social Security Administration, both as economic indicators and measures of inflation and change in cost-of-living. There was measurable attention paid to the completion in 2024 of a comprehensive property revaluation in the City that had a significant impact on property owners, specifically regarding the notable shift in valuation from commercial to residential properties. That discussion resulted in guidance from the Council directing the City Manager to prepare a FY26 budget with not more than a 2.9% increase over the previous fiscal year's budget.

There was another element of direction that came from the City Council discussion that evening. Included in the Council conversation was the suggestion that a zero percent (effectively zero dollar) change in the proposed budget should be considered. There were comments validating that such an expectation would not provide funding for collectively bargained labor cost items nor contractual increases without reductions in services and/or staffing levels. Ultimately the City Council opted for the guidance noted above, but that guidance was coupled with a clear request from the Council that the City Manager and staff provide insight into the impacts, options, and challenges that the City would face in adopting a zero percent budget change year over year.

This Appendix is provided as a budget exercise requested as part of this budget development cycle. Specifically, this effort is intended to inform stakeholders about the varied impacts to programs, services, and staffing that would need to be considered in the pursuit of a year over year zero percent (0%) budget change.

By The Numbers

Maintaining the FY26 budget at the FY25 level of $144,861,347 would result in a shortfall of $5,033,593 as compared to the Proposed FY26 Budget. This reduction would require careful examination of City operations and services to identify areas for cost-saving measures or reprioritization.

Budget Comparison:

- Fiscal Year 2025 Adopted Budget: $144,861,347
- Fiscal Year 2026 Proposed Budget: $149,894,940
- **Proposed Change: $ 5,033,593**

This exercise must focus on City spending including:

1. **Personnel Costs:**
   Human capital costs account for nearly 70% of the annual City budget. Maintaining current staffing levels or salary adjustments will be challenging. One of the largest investments residents make is in us, the people who drive this organization and deliver City services. This could have an impact on recruitment, retention, and employee satisfaction.
2. **City Services:**
   Reduced funding will certainly require scaling back certain services, programs, or community initiatives to align with the adjusted budget.
3. **Capital Projects:**
   Scheduled infrastructure improvements or maintenance projects could face delays or reductions.
4. **Long-Term Planning:**
   Efforts to invest in the City's future, such as sustainability initiatives or economic development programs, might be hindered. Additionally, the ability to allocate funds annually for unforeseen expenses or emergencies could be constrained.

Reducing Budget versus Reducing Taxes

It is important to appreciate that in some cases, the choice of word or language can make a big difference. Very often in relation to the annual budget process, comments are offered about the change in budget. In this exercise, the City Council expressed interest in the consequences of restricting the change in the budget to zero percent (or zero dollar). It is the reference to the budget that specifically addresses the appropriation for spending; the adopted budget is the approved plan for expenditures. The total amount to be spent according to the budget is only one element of the calculation that leads to tax impact.

Change in the tax rate is driven by three intersecting elements: 1) the approved budget for spending; 2) the estimated offsetting revenues to be generated; and 3) the property tax base across which the tax burden is levied. This clarification is offered to point out that in a given year, even with a zero budget change, if the level of estimated revenues decreases or if the property base valuation decreases, the resulting tax rate may still rise. So, although a zero change in budget is a reasonable place to start, it may not unilaterally deliver a zero change in the municipal tax rate.

Consider these potential actions that would not actually help reduce budget change to zero but could contribute to limiting the growth of the tax rate.

- **Raising existing fees or introducing new fees:**
    - Fees, whether for permit or license, generate revenue. That revenue pays for a portion of the budgeted spending. The more revenue anticipated, the less money needs to be raised through property taxes.
    - Note that expenditures underlying the permit or license still need to be paid, such as payroll or supplies, so the budget needs to remain. The higher revenue may reduce the amount of taxes to be raised, however there is no budget reduction to help reach zero budget change.
- **Introducing pay-for-participation programs:**
    - Suggestions such as pay-per-bag solid waste disposal or pay-for-play athletic programs may be contemplated during budget deliberations.
    - As in the first example, these programs would generate new revenues, but the underlying work of waste collection or athletic coaching and supplies would still need to be budgeted and expended. While the higher revenues may certainly help reduce the amount of taxes to be raised, this suggestion would not help to achieve zero budget change.

What Would This Mean?

If the City of Portsmouth were directed to operate in FY26 with a zero-dollar increase from the previous year's budget, this would likely require significant reductions or revisions to various programs, services, and priorities. Aiming always to minimize the impact on residents and overall quality of life in the City and seeking to control costs while maintaining essential services, here are some areas that would most likely be impacted:

1. **Salaries and Staffing**:
    - To balance a zero-dollar increase budget, the City would need to freeze or reduce cost-of-living adjustments to salaries and wages for employees to the extent allowable under contractual commitments. In some cases, staff positions could be left unfilled or eliminated through attrition to avoid layoffs.
    - Staffing costs represent nearly 70% of the annual General Fund budget, which reinforces how the services provided by the City are significantly people-focused. An effort to make measurable budget reductions would quite certainly necessitate some adjustments to staffing levels somewhere within the departments of the City.
    - Employee benefits, including health insurance and training programs, could also face reductions or adjustments to align with budget limitations.
2. **Recreation and Cultural Programs**:
    - Funding for recreation programs (youth sports leagues, summer camps, afterschool activities, etc.) and cultural programs (art exhibits, concerts, public events) could be reduced. The City may opt to limit the scope or frequency of these offerings, charge higher fees, or consider other alternatives.
    - Local programs that rely on discretionary funding could face cuts, potentially leading to fewer public events or less community engagement.
3. **Social Services and Human Services**:
    - Certain non-essential social services or discretionary programs could face cuts, such as services for seniors, mental health programs, or outreach initiatives.
    - The City could reduce or eliminate funding for Outside Social Services including nonprofits or community organizations that provide services like housing assistance, food programs, or youth outreach.

4. **Library and Educational Programs**:
    - The public library system or educational programs offered by the City could experience cuts to their operating budgets. This could lead to reduced hours of operation, fewer programs for children or adults, and staff reductions.
5. **Health and Environmental Initiatives**:
    - City programs focused on environmental sustainability, public health, and climate action could be scaled back. For example, green energy initiatives, waste reduction programs, or local environmental outreach efforts might be put on hold.
6. **Economic Development Initiatives**:
    - Funding for economic development programs that promote tourism, business development, or other local economic interests could be reduced or eliminated. This might impact efforts to attract new businesses or support existing ones, especially in the wake of economic challenges.
7. **Capital Improvement Projects**:
    - Capital expenditures (such as infrastructure improvements, road repairs, and building maintenance) are often among the first areas targeted for cuts in a zero-increase budget. This could mean delaying or scaling back major projects such as building renovations, road paving, sidewalk improvements, or upgrades to parks, playgrounds, and recreational facilities.
    - Postponing or scaling down large capital projects could also include delaying the replacement of aging City vehicles, equipment, or technology.
8. **Public Education:**
    - This is certainly difficult to contemplate, but even within the public schools there would need to be a review of programming choices, evaluation of optional services, and consideration of staffing levels as part of this exercise.
9. **Public Safety Services**:
    - Fire, police, and emergency medical services (EMS) could face pressure to operate within current funding levels, which could lead to reduced staffing levels, limited overtime, or scaling back certain programs.
    - Non-essential services within public safety, including community outreach programs or preventative safety programs, could be reduced or eliminated.

- There could also be a reduction in funding for Police and Fire Department training or equipment upgrades, though basic staffing and response times would likely remain prioritized.

10. **Public Works and Maintenance**:
    - Routine City maintenance, such as street cleaning, snow removal, or park maintenance, could be scaled back. For example, fewer staff members could be assigned to non-essential tasks, or the frequency of certain services could be reduced.
    - Non-essential public works projects, such as beautification or enhancements to public spaces, could be delayed or canceled.

In general, achieving a zero-dollar increase would require balancing cuts across multiple departments, with a focus on reducing non-essential services while maintaining core City functions. The City would likely prioritize maintaining public safety, health, and essential infrastructure, while scaling back or postponing programs and services that are less critical or more discretionary.