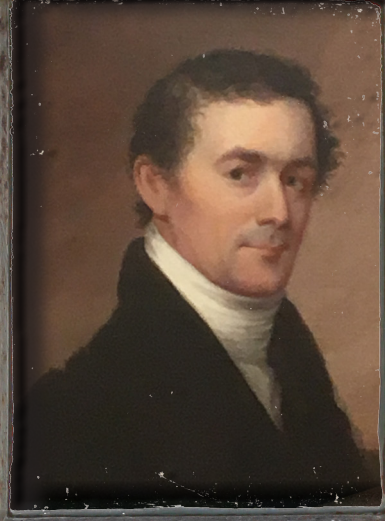


# Arts & Culture Abound!



*City of Portsmouth, NH*

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## Financial Documents

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

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

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

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

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

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



## General Terms and Information

The Monthly Financial Summary Report is submitted in accordance with section 7.15 of the City Charter. This report prepared by the Finance Department provides a summary of the Fiscal Year 2025 Estimated Revenues vs. Year-to-Date Actuals and Budgeted Expenditures vs. Year-to-Date Actuals.

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

The Funds included in this report are:

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

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

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

### General Terms

**Annualized Expenditures** - General Fund only. The Police, Fire, School, and General Government departments appropriate a predetermined amount for Health Insurance premiums and Leave at Termination. In July of each year, the total budget is transferred to the stabilization funds from which the liabilities are paid. These transfers are noted on page 4 of this report. For detailed information on Health Insurance Stabilization Fund and Leave at Termination Stabilization Fund, please refer to the FY2025 Proposed Annual Budget on the City's website.

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

**Full Accrual Basis of Accounting** - A basis of accounting in which revenues are recognized in the accounting period in which they are earned, and expenses are recognized in the period in which they are incurred.

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

# GENERAL FUND - FISCAL YEAR 2025

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

## OPERATING BUDGET

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

## NON-OPERATING BUDGET

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

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*The FY25 annual budget is a balanced budget in which total anticipated revenues equal budgeted appropriations.*

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## FY 2025 GENERAL FUND BUDGET

### ESTIMATED REVENUES

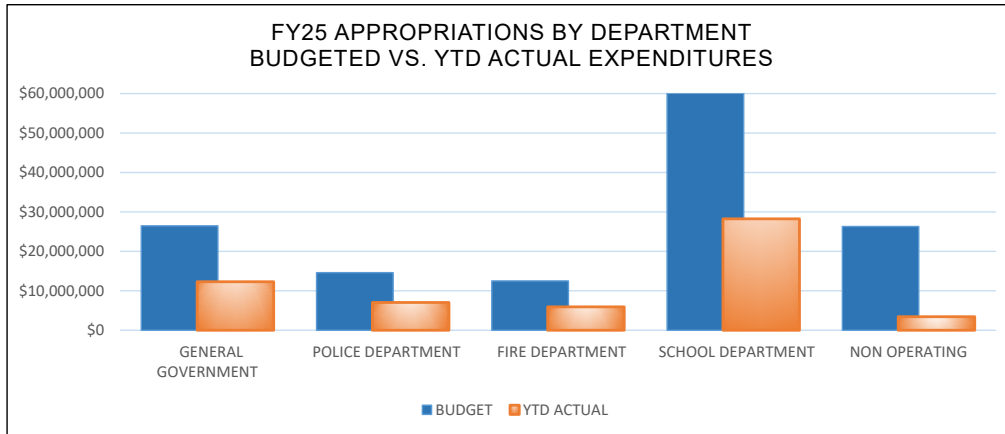
	Approved	% of Total
Local Fees, Licenses, Permits	\$ 2,474,600	1.7%
Other Local Sources	12,061,532	8.3%
Net Parking Revenues	2,500,000	1.7%
Interest/Penalties	2,489,800	1.7%
School Tuition/Other	6,964,600	4.8%
Intergovernmental Revenues	5,445,027	3.8%
Use of Fund Balance	2,700,000	1.9%
Estimated Property Tax	110,225,788	76.1%
	\$ 144,861,347	100%

### BUDGETED EXPENDITURES

	Approved	% of Total
Municipal	\$ 26,470,064	18.3%
Police	14,586,704	10.1%
Fire	12,507,527	8.6%
School	64,061,713	44.2%
Collective Bargaining	-	0.0%
Transfer to Indoor Pool	200,000	0.1%
Transfer to Prescott Park	262,930	0.2%
Transfer to Community Campus	465,355	0.3%
Non-Operating	26,307,054	18.2%
	\$ 144,861,347	100%

# GENERAL FUND EXPENDITURES - BUDGETED vs. YTD ACTUAL

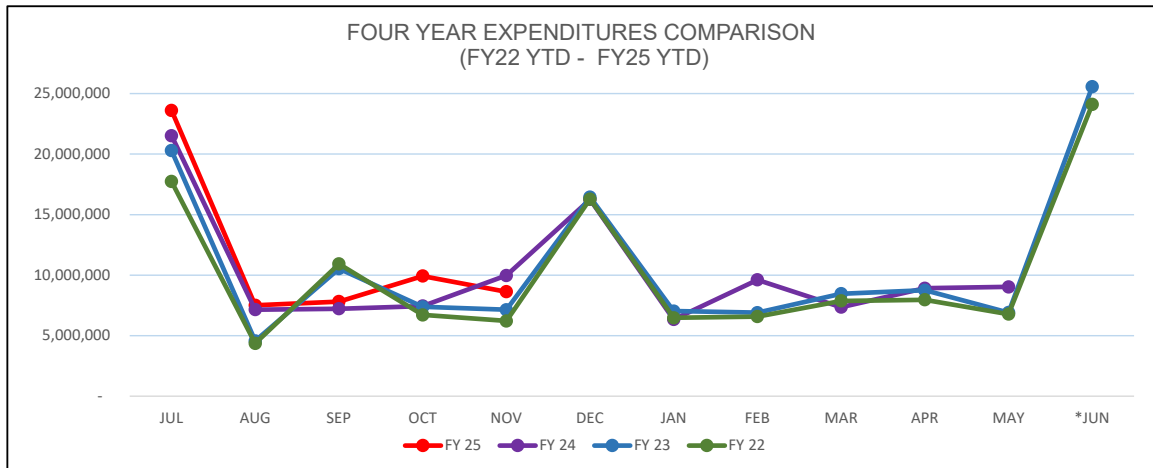
**MONTH ENDING NOVEMBER 30, 2024**  
**41.7% OF FISCAL YEAR**



GENERAL FUND	APPROPRIATION	PERIOD EXPENDITURES NOVEMBER 30, 2024	ENCUMBRANCES	YTD ACTUAL EXPENDITURES (WITH ENC)	YTD BALANCE REMAINING	% ENC/ EXPENDED
<b>OPERATING</b>						
GENERAL GOVERNMENT	26,470,064	1,734,482	183,539	12,297,357	14,172,707	46%
POLICE DEPARTMENT	14,586,704	986,995	12,532	7,041,928	7,544,776	48%
FIRE DEPARTMENT	12,507,527	824,502	15,536	5,931,095	6,576,432	47%
SCHOOL DEPARTMENT	64,061,713	5,059,663	-	28,245,376	35,816,337	44%
COLLECTIVE BARGAINING	-	-	-	-	-	-
*TRANSFER TO OTHER FUND	928,285	-	-	928,285	-	100%
<b>TOTAL OPERATING</b>	<b>118,554,293</b>	<b>8,605,642</b>	<b>211,607</b>	<b>54,444,041</b>	<b>64,110,252</b>	<b>46%</b>
<b>NON OPERATING</b>						
DEBT SERVICE	14,284,300	-	-	600,776	13,683,524	4%
COUNTY TAX	5,730,000	-	-	-	5,730,000	0%
CAPITAL OUTLAY	1,638,000	5,041	161,135	237,100	1,400,900	14%
OTHER NON-OPERATING	4,654,754	19,948	11,320	2,595,799	2,058,955	56%
<b>TOTAL NON OPERATING</b>	<b>26,307,054</b>	<b>24,989</b>	<b>172,455</b>	<b>3,433,675</b>	<b>22,873,379</b>	<b>13%</b>
<b>TOTAL</b>	<b>144,861,347</b>	<b>8,630,631</b>	<b>384,062</b>	<b>57,877,715</b>	<b>86,983,632</b>	<b>40%</b>

\* TRANSFER TO INDOOR POOL, PRESCOTT PARK, AND COMMUNITY CAMPUS

**July**  
Annualized Expenditures transfer out from Departments to the Leave at Termination and Health Insurance Stabilization Funds.  
**December**  
County Tax Bill is due.  
**December & June**  
Majority of Bond Payments are due.



\*June includes YE Encumbrances

FISCAL YEAR	JUL	AUG	SEP	OCT	NOV	DEC
FY 25	23,609,021	7,509,292	7,815,250	9,929,459	8,630,631	-
FY 24	21,522,860	7,147,423	7,220,230	7,448,879	9,975,659	16,254,429
FY 23	20,287,198	4,569,619	10,531,919	7,378,917	7,143,760	16,451,472
FY 22	17,738,540	4,361,281	10,926,992	6,719,189	6,214,851	16,285,946

FISCAL YEAR	JAN	FEB	MAR	APR	MAY	*JUN with YE encumbrances
FY 25	-	-	-	-	-	-
FY 24	6,335,624	9,613,342	7,354,120	8,917,694	9,026,190	-
FY 23	7,033,703	6,897,986	8,459,313	8,753,911	6,905,893	25,570,833
FY 22	6,472,582	6,573,355	7,875,895	7,959,747	6,777,907	24,097,235

# GENERAL FUND DETAIL DEPARTMENT EXPENDITURES

**MONTH ENDING NOVEMBER 30, 2024**

**41.7% OF FISCAL YEAR**

	APPROPRIATION	PERIOD EXPENDITURES	ENCUMBRANCES	YEAR TO DATE EXPENDITURES <small>(WITH ENCUMBRANCES)</small>	BALANCE REMAINING	% ENC/EXPENDED
<b>GENERAL GOVERNMENT</b>						
SALARIES	12,253,925	915,508	-	4,877,399	7,376,526	40%
PART TIME SALARIES	1,180,236	71,567	-	470,229	710,007	40%
OVERTIME	392,500	38,215	-	152,261	240,239	39%
LONGEVITY	94,244	817	-	4,468	89,776	5%
* LEAVE AT TERMINATION	350,000	-	-	350,000	-	100%
* HEALTH STABILIZATION FUND	2,209,576	-	-	2,209,576	-	100%
HEALTH PREMIUM STIPEND	38,000	-	-	7,167	30,833	19%
RETIREMENT	1,816,391	128,856	-	751,836	1,064,555	41%
OTHER BENEFITS	1,494,763	92,993	-	670,378	824,385	45%
OTHER OPERATING	6,640,429	486,526	183,539	2,804,043	3,836,386	42%
<b>GENERAL GOVERNMENT TOTAL</b>	<b>26,470,064</b>	<b>1,734,482</b>	<b>183,539</b>	<b>12,297,357</b>	<b>14,172,707</b>	<b>46%</b>
*Annualized Expenditures	(2,559,576)	-	-	(2,559,576)	-	-
Net total	<b>23,910,488</b>	<b>1,734,482</b>	<b>183,539</b>	<b>9,737,781</b>	<b>14,172,707</b>	<b>41%</b>
<b>POLICE DEPARTMENT</b>						
SALARIES	7,308,116	510,075	-	2,752,349	4,555,767	38%
PART TIME SALARIES	190,447	18,998	-	95,517	94,930	50%
OVERTIME	720,775	111,350	-	550,316	170,459	76%
HOLIDAY	249,625	56,484	-	113,132	136,493	45%
LONGEVITY	54,334	-	-	-	54,334	0%
STIPENDS	171,094	1,561	-	6,003	165,091	4%
SPECIAL DETAIL	97,484	1,666	-	9,134	88,350	9%
* LEAVE AT TERMINATION	180,203	-	-	180,203	-	100%
* HEALTH INSURANCE	1,711,360	-	-	1,711,360	-	100%
HEALTH PREMIUM STIPEND	16,250	-	-	4,500	11,750	28%
RETIREMENT	2,326,054	190,309	-	953,630	1,372,424	41%
OTHER BENEFITS	566,628	29,650	-	282,993	283,635	50%
OTHER OPERATING	994,334	66,900	12,532	382,792	611,542	38%
<b>POLICE DEPARTMENT TOTAL</b>	<b>14,586,704</b>	<b>986,995</b>	<b>12,532</b>	<b>7,041,928</b>	<b>7,544,776</b>	<b>48%</b>
*Annualized Expenditures	(1,891,563)	-	-	(1,891,563)	-	-
Net total	<b>12,695,141</b>	<b>986,995</b>	<b>12,532</b>	<b>5,150,365</b>	<b>7,544,776</b>	<b>41%</b>
<b>FIRE DEPARTMENT</b>						
SALARIES	5,186,397	375,111	-	2,094,416	3,091,981	40%
PART TIME SALARIES	31,079	938	-	10,863	20,216	35%
OVERTIME	1,602,948	142,874	-	704,347	898,601	44%
HOLIDAY	223,462	48,140	-	97,553	125,909	44%
LONGEVITY	32,423	-	-	-	32,423	0%
CERTIFICATION STIPENDS	414,459	28,429	-	171,127	243,332	41%
* LEAVE AT TERMINATION	120,084	-	-	120,084	-	100%
* HEALTH INSURANCE	892,822	-	-	892,822	-	100%
HEALTH PREMIUM STIPEND	192,529	-	-	39,594	152,935	21%
RETIREMENT	2,257,092	179,250	-	923,599	1,333,493	41%
OTHER BENEFITS	780,327	16,276	-	637,325	143,002	82%
OTHER OPERATING	773,905	33,485	15,536	239,364	534,541	31%
<b>FIRE DEPARTMENT TOTAL</b>	<b>12,507,527</b>	<b>824,502</b>	<b>15,536</b>	<b>5,931,095</b>	<b>6,576,432</b>	<b>47%</b>
*Annualized Expenditures	(1,012,906)	-	-	(1,012,906)	-	-
Net total	<b>11,494,621</b>	<b>824,502</b>	<b>15,536</b>	<b>4,918,189</b>	<b>6,576,432</b>	<b>43%</b>
<b>SCHOOL</b>						
SALARIES	33,683,541	2,571,804	-	9,893,690	23,789,851	29%
* LEAVE AT TERMINATION	300,000	-	-	300,000	-	100%
* HEALTH INSURANCE	9,963,182	-	-	9,963,182	-	100%
RETIREMENT	6,080,541	457,030	-	1,708,603	4,371,938	28%
WORKERS COMPENSATION	164,124	-	-	139,275	24,849	85%
OTHER BENEFITS	3,771,192	273,719	-	1,122,359	2,648,833	30%
OTHER OPERATING	10,099,133	1,757,110	-	5,118,267	4,980,866	51%
<b>SCHOOL DEPARTMENT TOTAL</b>	<b>64,061,713</b>	<b>5,059,663</b>	<b>-</b>	<b>28,245,376</b>	<b>35,816,337</b>	<b>44%</b>
*Annualized Expenditures	(10,263,182)	-	-	(10,263,182)	-	-
Net total	<b>53,798,531</b>	<b>5,059,663</b>	<b>-</b>	<b>17,982,194</b>	<b>35,816,337</b>	<b>33%</b>
<b>NON-OPERATING</b>						
DEBT SERVICE	14,284,300	-	-	600,776	13,683,524	4%
COUNTY TAX	5,730,000	-	-	-	5,730,000	0%
CAPITAL OUTLAY	1,638,000	5,041	161,135	237,100	1,400,900	14%
OTHER NON-OPERATING	4,654,754	19,948	11,320	2,595,799	2,058,955	56%
<b>NON-OPERATING TOTAL</b>	<b>26,307,054</b>	<b>24,989</b>	<b>172,455</b>	<b>3,433,675</b>	<b>22,873,379</b>	<b>13%</b>
COLLECTIVE BARGAINING CONTINGENCY	-	-	-	-	-	-
TRANSFER TO INDOOR POOL	200,000	-	-	200,000	-	100%
TRANSFER TO COMMUNITY CAMPUS	465,355	-	-	465,355	-	100%
TRANSFER TO PRESCOTT PARK	262,930	-	-	262,930	-	100%
<b>TOTAL GENERAL FUND</b>	<b>144,861,347</b>	<b>8,630,631</b>	<b>384,062</b>	<b>57,877,715</b>	<b>86,983,632</b>	<b>40%</b>

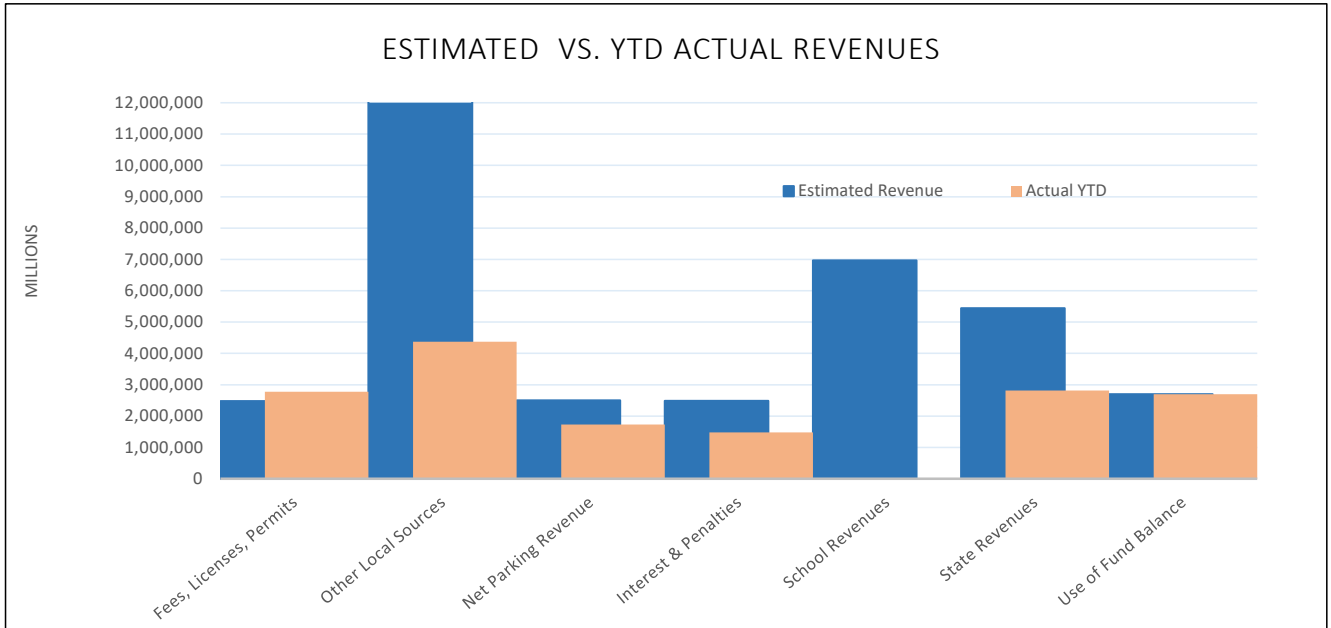
**Annualized Expenditures:** Transfers to Leave at Termination and Health Insurance Stabilization Funds.

**Other Benefits:** Dental Ins, Social Security, Medicare, life/disability, and contractual allowances.

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

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

# GENERAL FUND REVENUES

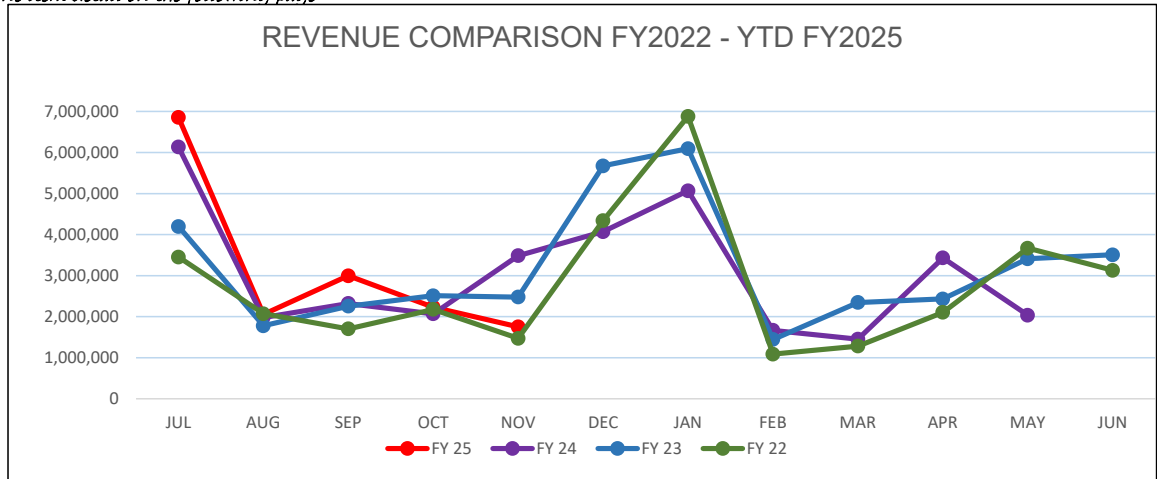


REVENUES LESS PROPERTY TAX				
	ESTIMATED REVENUES	% OF TOTAL	YTD RECEIVED	% RECEIVED
Fees, Licenses, Permits	2,474,600	7%	2,777,352	112%
Other Local Sources	12,061,532	35%	4,369,794	36%
Net Parking Revenue	2,500,000	7%	1,730,338	69%
Interest & Penalties	2,489,800	7%	1,479,723	59%
School Revenues	6,964,600	21%	12,493	0%
State Revenues	5,445,027	16%	2,818,977	52%
Use of Fund Balance	2,700,000	8%	2,700,000	100%
<b>TOTAL REVENUES</b>	<b>\$ 34,635,559</b>	<b>100%</b>	<b>\$ 15,888,677</b>	<b>46%</b>

*Line item detail on the following page*

**July**  
Annualized Use of Fund Balance and ARPA posted.

**January**  
Annualized Tuition posted.



FY	JUL	AUG	SEP	OCT	NOV	DEC
FY 25	6,853,647	2,053,158	2,998,102	2,231,251	1,752,519	-
FY 24	6,131,752	1,980,126	2,320,774	2,069,875	3,485,741	4,071,817
FY 23	4,197,325	1,778,885	2,255,331	2,509,608	2,478,122	5,673,534
FY 22	3,453,354	2,073,368	1,704,610	2,178,509	1,473,505	4,340,600

FY	JAN	FEB	MAR	APR	MAY	JUN
FY 25	-	-	-	-	-	-
FY 24	5,067,799	1,665,876	1,451,755	3,432,786	2,037,240	-
FY 23	6,094,525	1,443,756	2,346,319	2,431,485	3,411,537	3,506,944
FY 22	6,880,265	1,088,571	1,283,909	2,104,005	3,669,849	3,129,389

# GENERAL FUND

## DETAILED REVENUE REPORT

**MONTH ENDING NOVEMBER 30, 2024 - 41.7% OF FISCAL YEAR**

	ESTIMATED	PERIOD RECEIPTS	YTD RECEIPTS	%
<b>FINANCE</b>				
PROPERTY TAXES	110,225,788	0	0	0%
PROPERTY TAX-ABATED	0	0	(310,235)	0%
<b>TOTAL PROPERTY TAXES</b>	<b>110,225,788</b>	<b>0</b>	<b>(310,235)</b>	<b>0%</b>
<b>LOCAL FEES, LICENSES, PERMITS</b>				
OTHER FEES	13,000	2,205	7,653	59%
OTHER LICENSES	20,000	295	2,325	12%
PLANNING BOARD/BOA/SITE REVIEW	180,000	15,929	82,945	46%
BUILDING PERMITS	1,605,000	342,407	2,306,457	144%
POLICE ALARMS	30,000	550	3,325	11%
EXCAVATION PERMITS	75,000	(7,575)	30,150	40%
FLAGGING PERMIT	20,000	1,600	9,100	46%
SOLID WASTE	76,000	8,620	53,806	71%
BLASTING PERMIT	100	0	0	0%
NEW DRIVEWAY PERMIT	500	0	375	75%
OUTDOOR POOL	40,000	0	45,393	113%
RECREATION DEPARTMENT	275,000	23,634	122,833	45%
BOAT RAMP FEES	20,000	0	12,583	63%
RECREATION RENTALS	10,000	1,895	10,390	104%
HEALTH FOOD PERMITS	110,000	500	90,018	82%
<b>TOTAL LOCAL FEES, LICENSES AND PERMITS</b>	<b>2,474,600</b>	<b>390,060</b>	<b>2,777,352</b>	<b>112%</b>
<b>OTHER LOCAL SOURCES</b>				
TIMBER TAX	100	0	(0)	0%
PAYMENTS IN LIEU OF TAXES	250,000	0	30,000	12%
MUNICIPAL AGENT FEES	74,000	6,144	34,119	46%
MOTOR VEHICLE FEES	5,300,000	472,706	2,510,080	47%
TITLE APPLICATIONS	9,000	780	4,404	49%
RECREATIONAL VEHICLE REGISTRATION	15,000	5	1,621	11%
PDA AIRPORT DISTRICT	2,650,000	0	5,535	0%
WATER/SEWER OVERHEAD	1,852,932	154,411	772,055	42%
SALE - MUNICIPAL PROP	6,000	0	0	0%
MISC REVENUE	70,000	4,137	103,433	148%
DOG LICENSES	17,000	143	1,629	10%
MARRIAGE LICENSES	2,200	84	1,197	54%
CERTIFICATES-BIRTH	30,000	2,813	12,788	43%
RENTAL OF CITY PROPERTY	100,000	24,647	90,996	91%
RENTAL OF CITY HALL COM	0	0	1,856	0%
CABLE FRANCHISE FEE	360,000	53,993	158,171	44%
POLICE HAND GUN PERMITS	300	0	60	20%
POLICE OUTSIDE DETAIL	260,000	32,057	161,920	62%
AMBULANCE FEES	1,050,000	125,538	476,306	45%
WELFARE DEPT REIMBURSEMENT	15,000	1,491	3,624	24%
<b>TOTAL OTHER LOCAL SOURCES</b>	<b>12,061,532</b>	<b>878,949</b>	<b>4,369,794</b>	<b>36%</b>



	ESTIMATED	PERIOD RECEIPTS	YTD RECEIPTS	%
<b>PARKING REVENUES</b>				
PARKING METER FEE	4,400,000	395,280	2,295,830	52%
METER SPACE RENTAL	160,000	19,444	88,644	55%
CHARGING STATION	17,500	1,694	8,303	47%
PARKING AREA SERVICE AGREEMENT	52,000	0	0	0%
HANOVER TRANSIENT	2,350,000	163,848	1,002,365	43%
HANOVER PASSES	1,168,800	103,203	466,964	40%
HANOVER PARKING SIGN PERMIT	0	0	50	0%
FOUNDRY PL TRANSIENT	430,000	50,797	272,554	63%
FOUNDRY PL PASSES	523,500	43,043	188,992	36%
PASS REINSTATEMENT	750	15	105	14%
FOUNDRY PL PASS REINSTATEMENT	750	0	165	22%
PARKING VIOLATIONS	1,000,000	108,825	573,458	57%
IMMOBILIZATION ADMIN FEE	6,000	1,050	3,450	58%
<b>TOTAL PARKING REVENUES</b>	<b>10,109,300</b>	<b>887,199</b>	<b>4,900,879</b>	<b>48%</b>
TRANSFER TO PARKING FUND	(7,609,300)	(634,108)	(3,170,542)	42%
<b>NET PARKING REVENUES FOR GENERAL FUND</b>	<b>2,500,000</b>	<b>253,091</b>	<b>1,730,338</b>	<b>69%</b>
<b>INTEREST &amp; PENALTIES</b>				
INTEREST ON TAXES	170,000	9,337	88,327	52%
INTEREST ON INVESTMENT	2,319,800	217,857	1,391,396	60%
<b>TOTAL INTEREST &amp; PENALTIES</b>	<b>2,489,800</b>	<b>227,194</b>	<b>1,479,723</b>	<b>59%</b>
<b>SCHOOL REVENUES</b>				
TUITION	6,954,600	3,000	12,258	0%
OTHER SOURCES	10,000	225	235	2% *
<b>TOTAL SCHOOL REVENUES</b>	<b>6,964,600</b>	<b>3,225</b>	<b>12,493</b>	<b>0%</b>
<b>INTERGOVERNMENTAL REVENUES</b>				
ROOMS AND MEALS TAX	2,080,000	0	0	0%
HIGHWAY BLOCK GRANT	441,000	0	265,436	60%
SCHOOL BLDG AID	740,973	0	370,487	50%
ARPA	2,183,054	0	2,183,054	100%
<b>TOTAL STATE REVENUES</b>	<b>5,445,027</b>	<b>0</b>	<b>2,818,977</b>	<b>52%</b>
<b>USE OF FUND BALANCE</b>				
USE OF FUND BALANCE	1,000,000	0	1,000,000	100%
RESERVE FOR DEBT	1,600,000	0	1,600,000	100%
RESERVE FOR TAX ASSESSMENT APPRAISALS	100,000	0	100,000	100%
<b>TOTAL USE OF FUND BALANCE</b>	<b>2,700,000</b>	<b>0</b>	<b>2,700,000</b>	<b>100%</b>
<b>TOTAL GENERAL FUND REVENUE</b>	<b>144,861,347</b>	<b>1,752,519</b>	<b>15,578,442</b>	<b>11%</b>

\*SchoolCare Dental & Workers' Compensation premium reimbursements from prior year

# ENTERPRISE FUNDS

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

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

## Fiscal Year 2025 Annual Budget

### Water Fund

Full Accrual Budget	\$ 13,022,597
Cash Requirements	\$ 13,934,649

### Sewer Fund

Full Accrual Budget	\$ 22,522,370
Cash Requirements	\$ 25,655,365

## User Rate Structure - Fiscal Year 2025

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

Water Fund	
	cost per unit of water
First 10 units	\$5.02
Greater than 10 units	\$6.04

Sewer Fund	
<i>Sewer charges are based on water consumption</i>	
	cost per unit of water
First 10 units	\$17.32
Greater than 10 units	\$19.05

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

Water Irrigation User Rate	
Irrigation charges are based on a three-tier inclining rate structure	
First 10 units or less	\$6.04
Over 10 and up to 20 units	\$11.41
Over 20 units	\$14.08

## Descriptions of Revenue Fees

Water and Sewer Revenues are comprised of many Revenue fees. Below is a description of each Revenue fee associated with each Enterprise Fund.

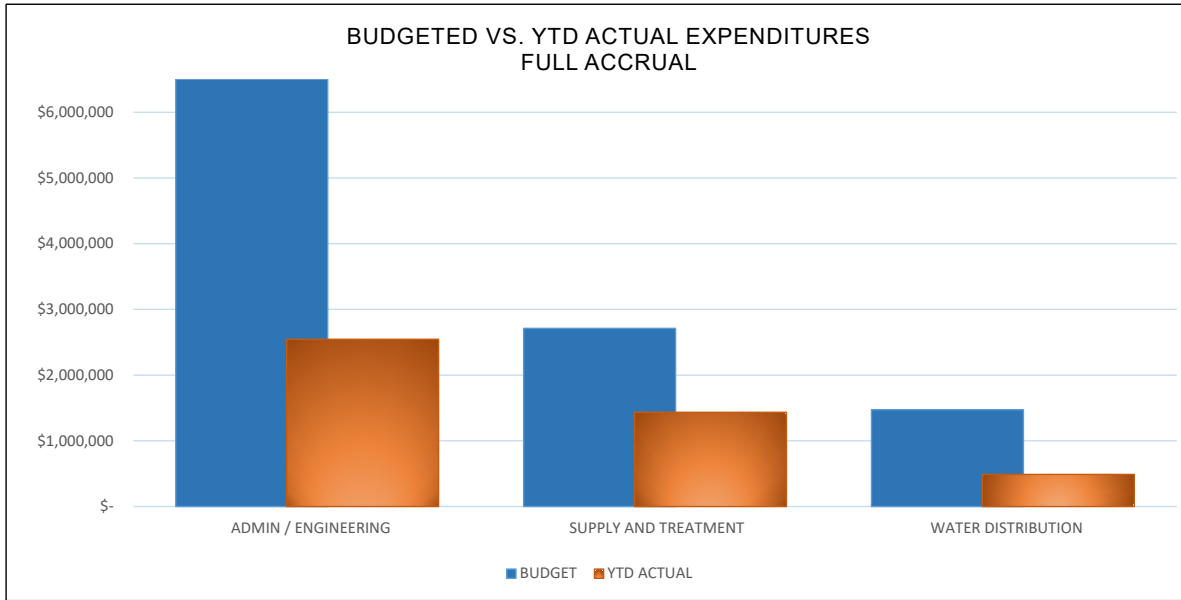
Water Revenue Fees
- <i>Water Consumption Fees</i> : Revenues based on water consumption
- <i>Other Charges</i> : Meter fees, hydrant rental, utility revenue, fire services, job worked, backflow testing, capacity use surcharge
- <i>Air Force Operations</i> : Air Force reimbursement for operations at Pease Well
- <i>Other Financing Sources</i> : Interest on investments, interest only for special agreements
- <i>Capital Contributions</i> : Contributions for capital projects from other governments or private entities

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

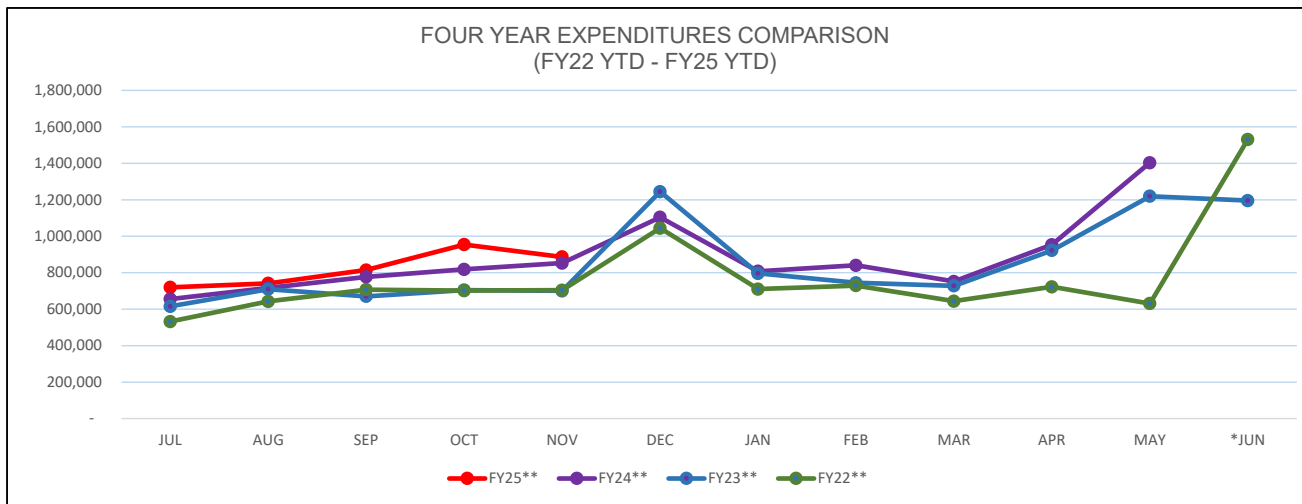
# WATER FUND EXPENDITURES

**MONTH ENDING NOVEMBER 30, 2024**

**41.7% OF FISCAL YEAR**



WATER FUND FULL ACCRUAL	APPROPRIATION	PERIOD		YTD ACTUAL EXPENDITURES (WITH ENC)	YTD BALANCE REMAINING	% ENC/ EXPENDED
		EXPENDITURES	ENCUMBRANCES			
		OCTOBER 31, 2024				
ADMIN / ENGINEERING	7,681,964	548,965	46,290	2,545,510	5,136,454	33.1%
SUPPLY AND TREATMENT	2,713,383	221,247	430,849	1,434,218	1,279,165	52.9%
WATER DISTRIBUTION	1,474,430	80,269	40,441	488,904	985,526	33.2%
AIR FORCE OPERATIONS	1,152,820	36,205	50,287	216,553	936,267	18.8%
<b>TOTAL</b>	<b>13,022,597</b>	<b>886,685</b>	<b>567,866</b>	<b>4,685,185</b>	<b>8,337,412</b>	<b>36.0%</b>



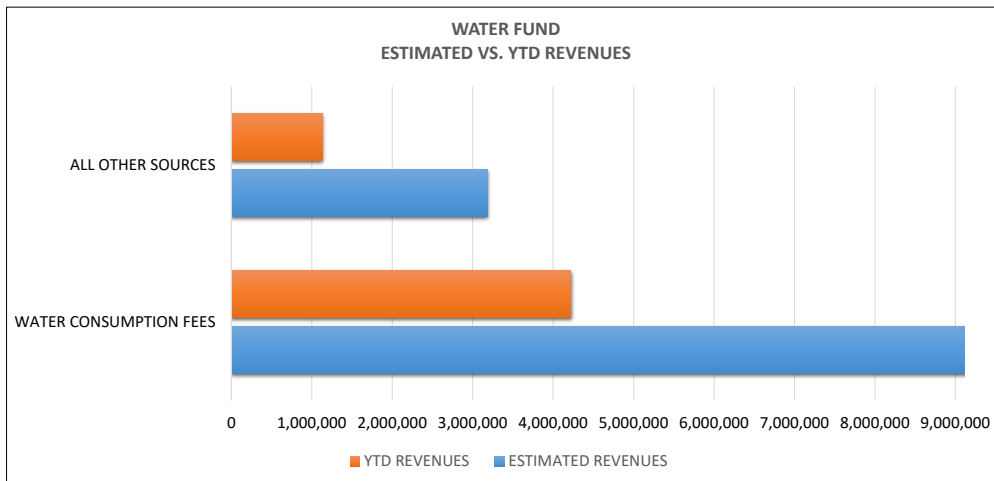
\*June includes YE Encumbrances

FISCAL YEAR	JUL	AUG	SEP	OCT	NOV	DEC
FY25**	719,773	741,692	814,958	954,211	886,685	-
FY24**	655,500	716,920	777,153	818,563	853,041	1,104,030
FY23**	615,860	709,431	670,303	704,846	700,714	1,244,543
FY22**	532,364	642,993	707,475	701,567	704,359	1,044,660

FISCAL YEAR	JAN	FEB	MAR	APR	MAY	*JUN with YE encumbrances
FY25**	-	-	-	-	-	-
FY24**	807,933	840,689	752,296	953,836	1,403,490	-
FY23**	796,019	744,926	728,411	922,147	1,219,381	1,195,401
FY22**	710,251	729,304	644,155	722,548	630,826	1,530,668

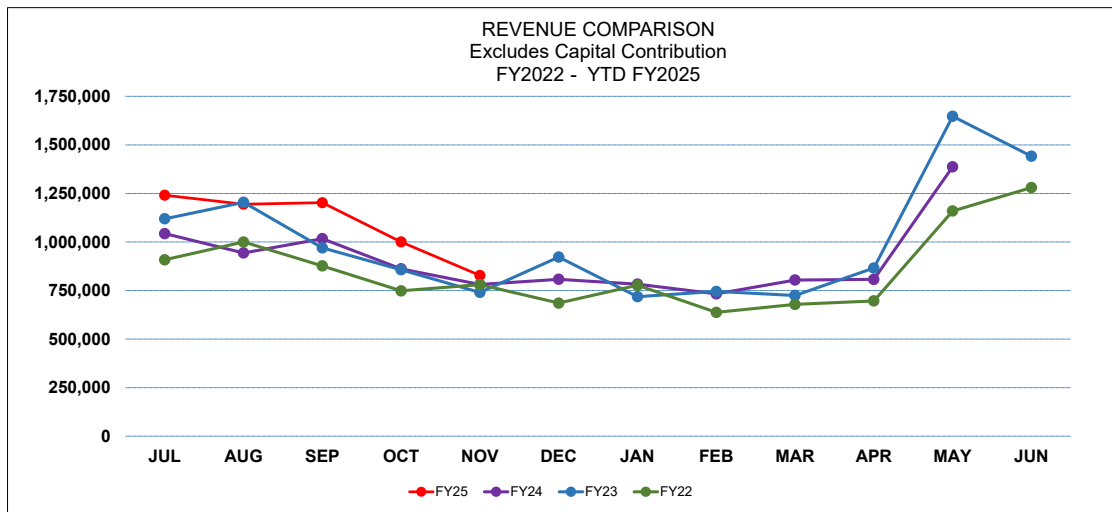
\*\*includes Air Force Expense

# WATER FUND REVENUES



Capital contribution from the Air Force for the Pease Well Mitigation Project:	
FY19	1,771,085
FY20	6,724,550
FY21	4,509,394
FY22	255,518
FY23	144,721
FY24	25,387
FY25 YTD	0
<b>Total to date</b>	<b>\$13,405,268</b>

Water Fund Estimated and Year-to-Date Revenues		<i>(see pg 8 for descriptions)</i>		
	ESTIMATED REVENUES	% OF TOTAL	YTD REVENUES	% RECEIVED
WATER CONSUMPTION FEES	9,798,124	69.3%	4,221,441	43.1%
OTHER CHARGES	2,495,479	17.7%	829,629	33.2%
OTHER FINANCING SOURCES	691,430	4.9%	299,511	43.3%
AIR FORCE OPERATIONS	1,152,820	8.1%	115,475	10.0%
CAPITAL CONTRIBUTIONS	-	0.0%	0	0.0%
<b>TOTAL</b>	<b>14,137,853</b>	<b>100.0%</b>	<b>5,466,056</b>	<b>38.7%</b>



REVENUES: EXCLUDES CAPITAL CONTRIBUTION						
FY	JUL	AUG	SEP	OCT	*NOV	DEC
FY25	1,240,771	1,194,405	1,202,509	1,000,617	827,754	-
FY24	1,043,413	943,735	1,017,122	861,608	780,900	807,795
FY23	1,119,588	1,204,183	969,804	857,373	740,369	922,511
FY22	908,170	1,000,215	876,810	748,344	780,507	685,424

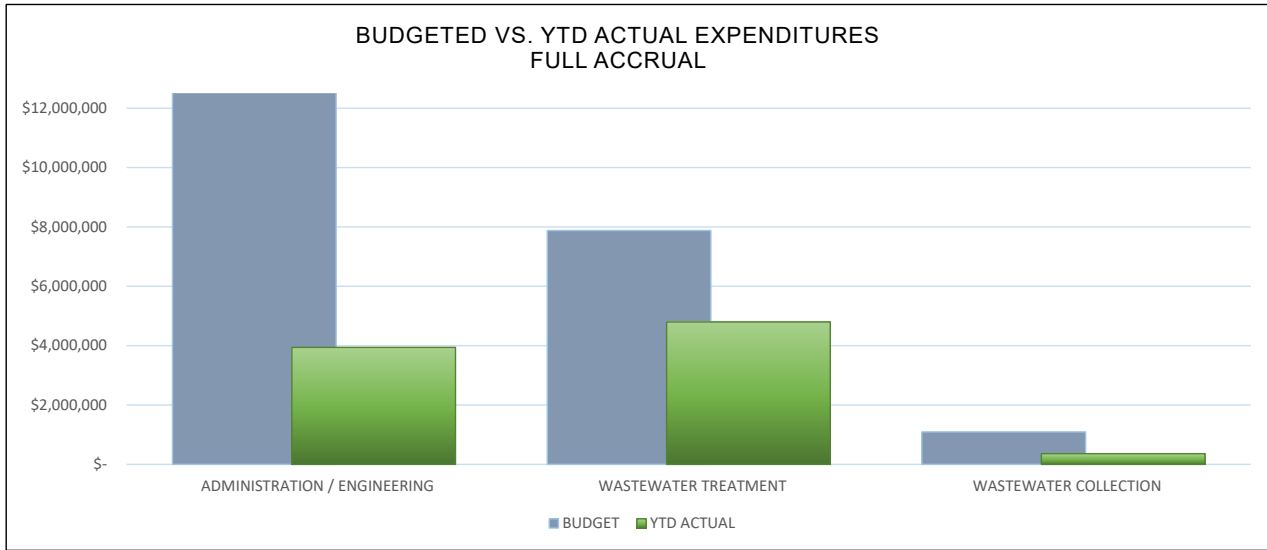
FY	JAN	FEB	MAR	APR	MAY	JUN
FY25	-	-	-	-	-	-
FY24	782,967	733,006	804,284	807,387	1,387,215	-
FY23	718,297	745,380	724,427	865,781	1,647,164	1,441,770
FY22	777,293	637,638	678,790	696,675	1,159,693	1,280,197

\*Estimated

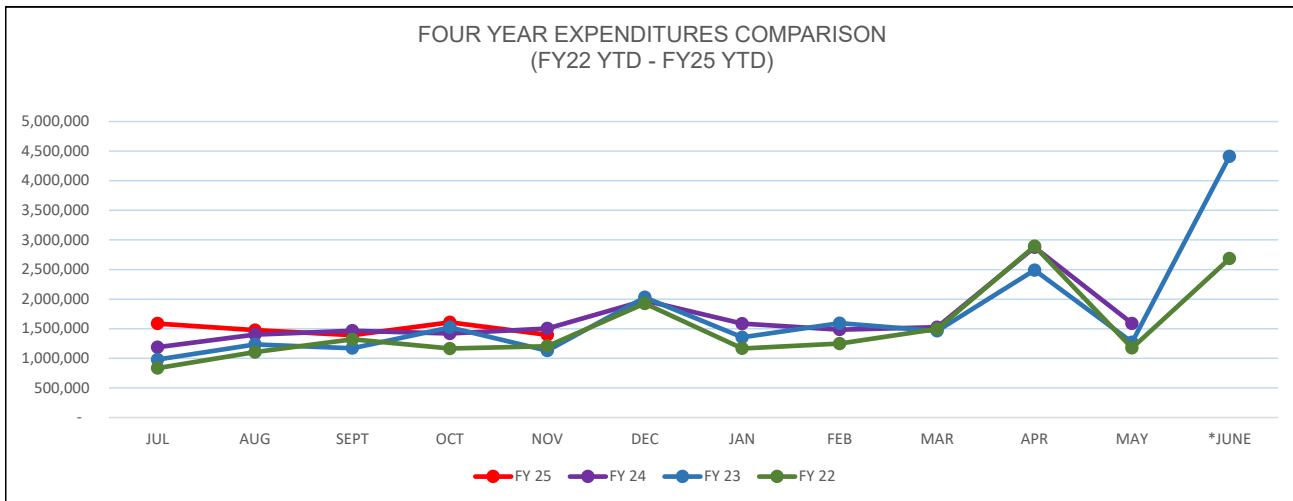
# SEWER FUND EXPENDITURES

**MONTH ENDING NOVEMBER 30, 2024**

**41.7% OF FISCAL YEAR**



SEWER FUND FULL ACCRUAL	APPROPRIATION	PERIOD		YTD ACTUAL EXPENDITURES (WITH ENC)	YTD BALANCE REMAINING	% ENC/EXPENDED
		EXPENDITURES	ENCUMBRANCES			
		NOVEMBER 30, 2024				
ADMINISTRATION / ENGINEERING	13,063,718	643,246	210,970	3,941,931	9,121,787	30.2%
WASTEWATER TREATMENT	7,879,621	696,781	1,855,018	4,798,008	3,081,613	60.9%
WASTEWATER COLLECTION	1,092,403	55,828	62,441	360,322	732,081	33.0%
TRANSFER TO STORMWATER	486,628	-	-	486,628	-	100.0%
<b>TOTAL</b>	<b>22,522,370</b>	<b>1,395,855</b>	<b>2,128,428</b>	<b>9,586,889</b>	<b>12,935,481</b>	<b>42.57%</b>

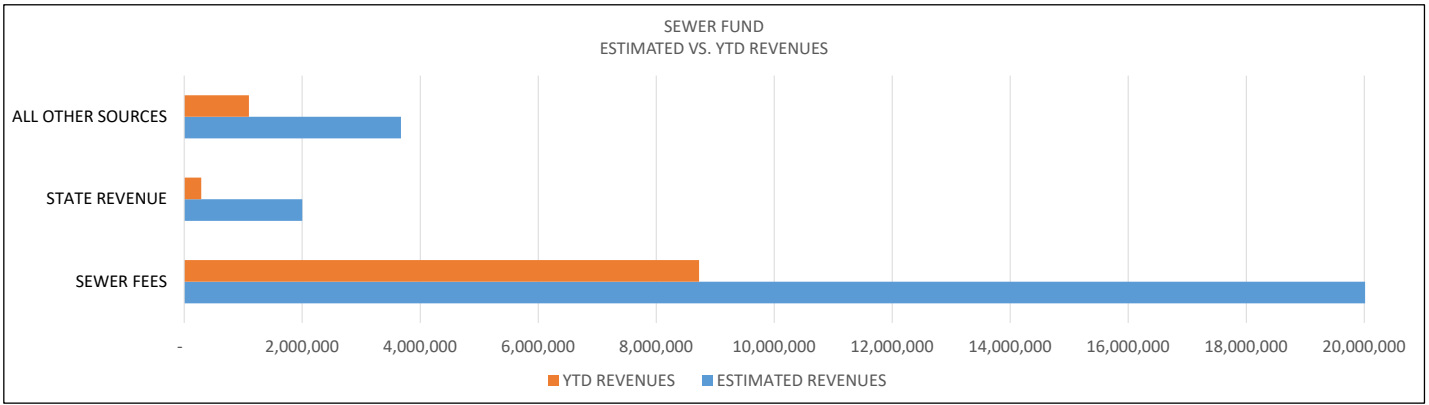


\*June includes YE Encumbrances

FISCAL YEAR	JUL	AUG	SEPT	OCT	NOV	DEC
FY 25	1,587,304	1,476,235	1,391,485	1,607,581	1,395,855	-
FY 24	1,187,945	1,401,602	1,467,000	1,418,354	1,503,479	1,975,929
FY 23	979,815	1,235,606	1,170,926	1,522,145	1,128,532	2,030,247
FY 22	834,494	1,105,050	1,321,002	1,164,501	1,205,444	1,924,996

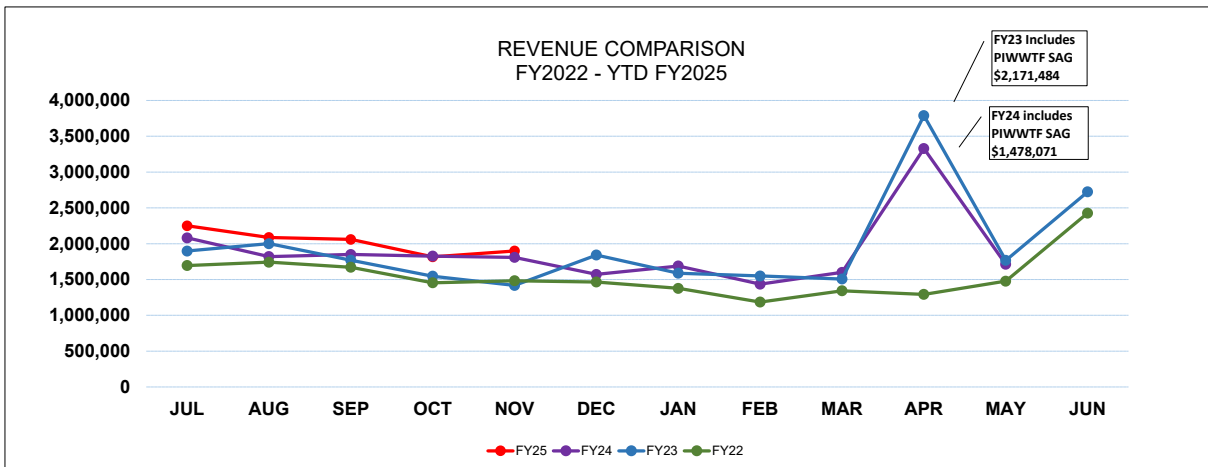
FISCAL YEAR	JAN	FEB	MAR	APR	MAY	*JUN with YE encumbrances
FY 25	-	-	-	-	-	-
FY 24	1,586,194	1,485,060	1,525,520	2,875,819	1,589,112	-
FY 23	1,355,382	1,591,944	1,462,971	2,490,128	1,270,472	4,410,773
FY 22	1,166,723	1,248,825	1,496,274	2,892,203	1,174,023	2,684,627

# SEWER FUND REVENUES



**Sewer Fund Estimated and Year-to-Date Revenues (see pg 8 for descriptions )**

	ESTIMATED REVENUES	% OF TOTAL	YTD REVENUES	% RECEIVED
SEWER FEES	20,314,957	78.2%	8,726,401	43.0%
OTHER CHARGES	540,000	2.1%	183,164	33.9%
STATE REVENUE	2,001,776	7.7%	289,738	14.5%
OTHER FINANCING SOURCES	3,133,599	12.0%	914,137	29.2%
<b>TOTAL</b>	<b>25,990,332</b>	<b>100.0%</b>	<b>10,113,440</b>	<b>38.9%</b>



FY	JUL	AUG	SEP	OCT	*NOV	DEC
FY25	2,250,629	2,086,880	2,060,029	1,816,580	1,899,322	-
FY24	2,082,141	1,819,889	1,849,695	1,827,263	1,808,878	1,571,388
FY23	1,898,385	2,000,904	1,770,385	1,546,220	1,417,789	1,842,209
FY22	1,695,881	1,742,764	1,671,056	1,455,091	1,482,564	1,465,042

FY	JAN	FEB	MAR	APR	MAY	**JUN
FY25	-	-	-	-	-	-
FY24	1,688,737	1,435,486	1,600,429	3,328,634	1,712,979	-
FY23	1,587,730	1,549,912	1,506,904	3,788,733	1,767,494	2,723,876
FY22	1,377,417	1,185,113	1,342,541	1,292,880	1,477,901	2,428,063

\*Estimated

\*\*FY22 & FY23 Revenue does not include adjustment for SRF debt forgiveness

# PARKING AND TRANSPORTATION FUND

**MONTH ENDING NOVEMBER 30, 2024**

**41.7% OF FISCAL YEAR**

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

## REVENUES

Parking & Transportation expenditures are funded 100% from parking related revenues.

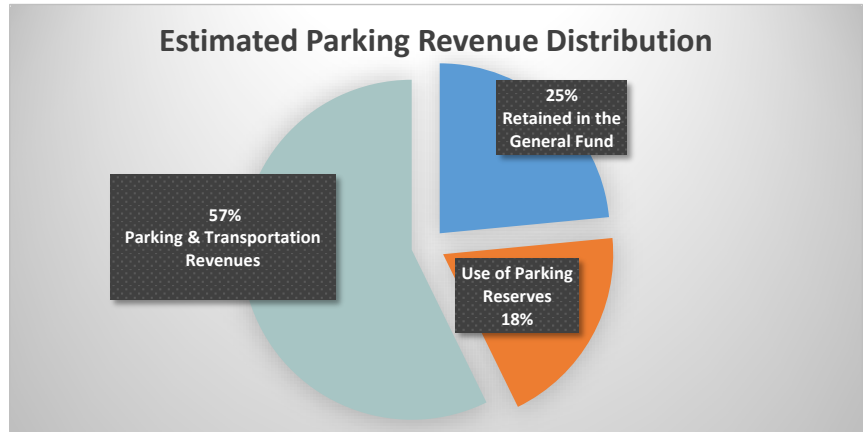
Parking Revenues in excess of Parking and Transportation operations are reported in the General Fund.

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

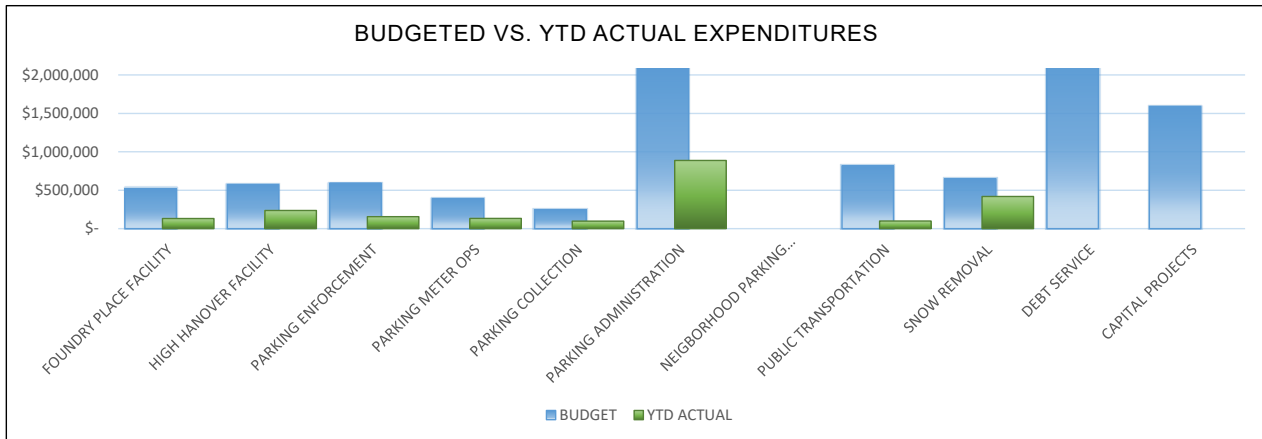
Estimated Revenues from Parking related fees are estimated for FY25 to be just over \$10 million.

25% of Parking related revenues are retained in the General Fund which offsets property taxes.

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



## EXPENDITURES



PARKING AND TRANSPORTATION	APPROPRIATION	PERIOD	ENCUMBRANCES	YTD ACTUAL	YTD	% ENC/EXPENDED
		EXPENDITURES NOVEMBER 30, 2024		EXPENDITURES (WITH ENC)	BALANCE REMAINING	
FOUNDRY PLACE FACILITY	518,785	18,184	12,967	144,854	373,931	27.9%
HIGH HANOVER FACILITY	574,440	37,329	54,923	291,474	282,966	50.7%
PARKING ENFORCEMENT	593,114	30,420	107,959	263,935	329,179	44.5%
PARKING METER OPS	390,887	14,867	177,462	310,743	80,144	79.5%
PARKING COLLECTION	247,147	18,662	-	97,944	149,203	39.6%
PARKING ADMINISTRATION	2,116,631	121,843	47,927	935,163	1,181,468	44.2%
NEIGHBORHOOD PARKING PRGM	-	-	-	-	-	0.0%
PUBLIC TRANSPORTATION	817,782	-	147,847	247,320	570,462	30.2%
PARKING ENGINEERING	520,918	25,462	-	157,344	363,574	30.2%
SNOW REMOVAL	649,307	22,139	-	418,666	230,641	64.5%
DEBT SERVICE	2,332,263	-	-	-	2,332,263	0.0%
CAPITAL PROJECTS	1,590,000	-	-	-	1,590,000	0.0%
CONTINGENCY	97,500	-	-	35,750	61,750	36.7%
<b>TOTAL</b>	<b>10,448,774</b>	<b>288,905</b>	<b>549,085</b>	<b>2,903,194</b>	<b>7,545,580</b>	<b>27.8%</b>