

City of Portsmouth, New Hampshire

Proposed Budget Fiscal Year 2018 Table of Contents

City Officials.....	i
City Organizational Chart.....	ii
GFOA Distinguished Budget Presentation Award.....	iii
Budget Message & Budget Highlights	
City Manager’s Budget Message.....	1
2018 Proposed Budget Highlights.....	11
General Fund.....	11
Water Fund.....	26
Sewer Fund.....	29
Parking and Transportation Fund.....	32
Citywide Goals , Accomplishments, & Continuing Priorities	
Citywide Goals	37
Citywide Recognitions, Accomplishments, and Continuing Priorities	42
Community Profile & Economic Indicators	
Community Profile	67
Economic Profile	70
Economic Indicators.....	78
Financial Policies and Long-Term Financial Guidelines.....	81
Personnel Summary	
Personnel Summary	89
Personnel Count Summary Table.....	91
Budget Document	
A Guide to the Budget Document.....	93
Budget Document Contents.....	93
Budgetary Fund Structure.....	94
Basis of Accounting – Budgetary Basis of Accounting.....	97
Budget Process.....	98
Budget Calendar.....	99
Fund Summaries	
Fund Summaries.....	101
Tax Calculation Sheet – General Fund Budget FY18 – Department Requested Budget	102
Tax Calculation Sheet – General Fund Budget FY18 – City Manager Recommended Budget	103
Expenditures By Fund and Departments.....	104
Combined Statement of Revenues and Expenditures and Changes in Fund Balance.....	107
Revenues	
General Fund.....	109
Water Fund.....	119
Sewer Fund.....	123
Special Revenue Funds.....	127

Debt Service	
Debt Service Introduction.....	131
Legal Debt Margin.....	132
General Fund - Long-Term Debt.....	133
Net Debt Service As a Percentage of the General Fund Budget – Long Term Debt	138
Parking and Transportation Fund – Long-Term Debt.....	139
Debt Service Fund – Long Term Debt	140
Water Fund - Long-Term Debt.....	141
Sewer Fund - Long-Term Debt.....	142
Long Term Debt Service Forecast Model-All Funds.....	144
General Fund	
General Administration	
City Council.....	147
City Manager.....	149
Human Resources.....	156
City Clerk/Election.....	162
Legal Department.....	168
General Administration.....	173
Financial Administration	
Accounting, Assessing, Tax Collection, Information Technology.....	177
Regulatory Services	
Regulatory Organizational Chart.....	189
Planning.....	190
Inspection.....	197
Public Health.....	202
Public Safety	
Police.....	207
Fire.....	227
Emergency Management.....	236
Public Works	
Public Works Services.....	239
Community Services	
Public Library.....	253
Recreation Department.....	262
Senior Services.....	269
Welfare.....	275
Outside Social Services.....	280
School Department	
School Department Services.....	289
Non-Operating Expenditures	
Debt Related Services.....	333
Overlay.....	333
Property & Liability Insurance	333
County Tax.....	333
Contingency.....	333
Rolling Stock	333
Information Technology (IT) Upgrade & Equipment Replacement	333

Capital Outlay	333
Other General Non-Operating Expenditures	333
 <u>Enterprise Funds</u>	
Water and Sewer Organizational Chart.....	335
Water and Sewer Position Summary Schedule.....	336
Water Division.....	337
Sewer Division	353
 <u>Special Revenue Funds</u>	
Community Development Block Grant (CDBG)	367
UDAG.....	373
Parking & Transportation	381
Prescott Park	393
 Appendix I – Rolling Stock Program	
Rolling Stock Program.....	I-1
 Appendix II – Capital Improvement Plan Summary	
Capital Improvement Summary.....	II-1
Project Summary Sheets	II-21
 Appendix III – Fee Schedule	
Fee Schedule.....	III-1
 Appendix IV – Format of Accounts	
Format of Accounts.....	IV-1
 Appendix V - Glossary	
Glossary.....	V-1
Abbreviations / Acronyms.....	V-6

City of Portsmouth, New Hampshire

Web Addresses

www.cityofportsmouth.com

FY17 Proposed Budget Document

<http://www.cityofportsmouth.com/finance/budgets.htm>

Comprehensive Annual Financial Report (CAFR)

<http://www.cityofportsmouth.com/finance/budgets.htm>

Capital Improvement Plan for 2018-2023

<http://www.planportsmouth.com/2018-2023CapitalImprovementPlan.pdf>

Citywide Projects

<http://cityofportsmouth.com/projects/>

Portsmouth's Finance Department

<http://cityofportsmouth.com/finance/index.htm>

Online Bill Payments

<http://cityofportsmouth.com/onlinebillpayment.htm>

Portsmouth Meetings Calendar 2017

<http://cityofportsmouth.com/calendar/2017/index.htm>

Portsmouth Click N'Fix (Request Public Works Maintenance Service)

<http://cityofportsmouth.com/publicworks/clicknfix.html>

Plan Portsmouth (Planning Department)

<http://planportsmouth.com/>

Park Portsmouth (Parking Maps of Portsmouth)

<http://www.parkportsmouth.com/>

Snowstorm Parking

<http://cityofportsmouth.com/publicworks/snowbanparkinglots.htm>

City of Portsmouth Wastewater

<http://www.portsmouthwastewater.com/>

Portsmouth's Sustainability Initiatives

<http://cityofportsmouth.com/sustainability/index.html>

Municipal Government Video Channel

<https://www.youtube.com/CityofPortsmouth>