


**CITY OF PORTSMOUTH
PORTSMOUTH, NH 03801**

Office of the City Manager

Date: June 4, 2015
To: Honorable Mayor Robert J. Lister and City Council Members
From: John P. Bohenko, City Manager 
Re: Adoption of FY16 Annual Budget

On Monday, June 8th, the City Council will conduct a Special Meeting starting at 6:30 p.m., regarding the Adoption of the FY16 Annual Budget. I have attached the following for your information and action:

- Agenda for the meeting.
- Resolution #11-2015 - Municipal Fees. Also attached is a report back from the Fee Committee meeting of May 27, 2015. In that report, the Fee Committee is recommending that the hourly rate at the garage increase from \$1.00 to \$1.25 (see Page 28 of the Fee Schedule). This would require an amendment to the Fee Schedule, which I have attached. Also, as part of that report, the Committee is recommending that meter rates for non-high occupancy increase by \$.25 to \$1.25 per hour and high occupancy increase by \$.25 to \$1.75 per hour. This action would require an ordinance change.
- Resolution #12-2015 - General Fund Expenditures. At your May 20th Work Session regarding the Budget, the Council requested that I review the non-operating expenses to determine if a reduction could be made in any of these items. I have attached a recommended amendment to the non-operating budget that would reduce it by \$412,500. This would reduce the tax rate increase from a \$.48 to \$.38 for a \$.10 reduction, if amended.
- Resolution #13-2015 - Sewer Fund Expenditures.
- Resolution #14-2015 - Water Fund Expenditures.
- Resolution #15-2015 - Special revenues, Debt Service Fund and Committed Fund Balances for Necessary Expenditures.
- Resolution #16-2015 - Investment Policy.

I am requesting that the City Council vote on each Resolution separately. The City Council will have adopted the FY16 Budget once the Council has voted on each Resolution separately.

SPECIAL CITY COUNCIL MEETING

MUNICIPAL COMPLEX
DATE: MONDAY, JUNE 8, 2015

PORTSMOUTH, NH
TIME 6:30 PM

AGENDA

- I. **CALL TO ORDER (6:30 p.m.)**
- II. **ROLL CALL**
- III. **INVOCATION**
- IV. **PLEDGE OF ALLEGIANCE**
- V. **DISCUSSION RE: PROPOSED FY16 BUDGET**
 - Resolution No. 11-2015 – Municipal Fees
 - Resolution No. 12-2015 – General Fund Expenditures
 - Resolution No. 13-2015 – Sewer Fund Expenditures
 - Resolution No. 14-2015 – Water Fund Expenditures
 - Resolution No.15-2015 – Special Revenues, Debt Service Fund and Committed Fund Balances for Necessary Expenditures
 - Resolution No. 16-2015 – Investment Policy

Sample motions:

- 1) ***Move to adopt Resolution #11-2015 Municipal Fees, as amended***
- 2) ***Move to adopt Resolution #12–2015 General Fund Expenditures, as amended***
- 3) ***Move to adopt Resolution #13-2015 Sewer Fund Expenditures***
- 4) ***Move to adopt Resolution #14-2015 Water Fund Expenditures***
- 5) ***Move to adopt Resolution #15-2015 Special Revenues, Debt Service Fund and Committed Fund Balances for Necessary Expenditures***
- 6) ***Move to adopt Resolution #16-2015 Investment Policy***

VI. MISCELLANEOUS/UNFINISHED BUSINESS

VII. ADOPTION

**KELLI L. BARNABY, MMC, CMC, CNHMC
CITY CLERK**

NOTICE TO MEMBERS OF THE PUBLIC WHO ARE HEARING IMPAIRED: Please contact Human Resources Director Dianna Fogarty at 610-7274 one week prior to the meeting for assistance.

Informational Facts about the Fiscal Year 2016 Budget Resolutions

There are six proposed Resolutions (attached) that are part of the annual budget adoption process.

Resolution No. 11-2015 adopts Municipal Fees that have been recommended by the Fee Committee. The total revenue generated from these fees is estimated at \$1,055,750 or 1% of the total FY16 General Fund Revenues.

Resolution No. 12-2015 is pertinent to General Fund expenditures. In this Resolution the proposed appropriations for the General Government, Police, Fire, School, Collective Bargaining, Indoor Pool as well as non-operating appropriations are listed separately.

Resolution No. 13-2015 establishes the annual appropriation, cash requirements and user rates for the Sewer fund. Sewer charges are based on water consumption. The adoption of this resolution includes a two step, inclining block rate structure. This means the first 10 units based on water consumption (1 unit equals 100 cubic feet or 748 gallons) per month will be charged at \$11.77 per unit, all consumption over 10 units per month will be charged at \$12.95 per unit. This increase translates to an approximate monthly increase of \$2.80 to the average residential user using 5 units of water per month. Eighty percent (80%) of all residential customers fall in the 10 units or less tier.

Resolution No. 14-2015 establishes the annual appropriation, cash requirements and user rates for the Water fund. Similar to Sewer, the adoption of this resolution will include a two step, inclining block rate structure. The first 10 units (1 unit equals 100 cubic feet or 748 gallons) of water consumed per month will be charged at \$4.15 per unit, all consumption over 10 units per month will be charged at \$5.00 per unit. These water rates represent no increase for the fifth consecutive year. Eighty percent (80%) of all residential customers fall in the 10 units or less tier.

Resolution No. 15-2015 allows for the expenditure of Special Revenues, Debt Service Fund, and Committed Fund Balance. This allows the City to expend from donations, Federal and State Grants as they are accepted and received, pay debt service associated with Betterment Assessments, to include principal and interest, from a Debt Service Fund, and expend from committed fund balance.

Resolution No. 16-2015 deals with the adoption of an annual investment policy. State law requires the annual adoption of such a policy by every city and town.

CITY OF PORTSMOUTH



MEMORANDUM

TO: Honorable Mayor Robert J. Lister and City Council Members

FROM: Councilors M. Christine Dwyer and Brad Lown, Fee Committee

DATE: June 4, 2015

RE: Fee Committee Meeting of May 27, 2015

Please find attached the Fee Committee meeting minutes from May 27, 2015 and page III-28 from the FY 2016 Proposed Annual Budget reflecting changes to the hourly rate in High/Hanover Parking Facility and the per booklet charge for the validation program, which were revised during the meeting. Following is a summary of the actions taken at the meeting:

- 1) Staff presented a map showing average occupancy rates for on-street parking metered spaces during off-peak month conditions. Staff recommended expansion of High Occupancy Metered Spaces to include all streets where observed occupancy rates are at or above 85 percent, in accordance with industry best practices. This will increase the number of spaces from the current 157 spaces or 19 percent of total metered spaces to 270 spaces or 33 percent of total metered spaces.
 - Action: Fee Committee voted to expand area of High Occupancy metered spaces as recommended and to report back to the City Council at the June 15th Council meeting. (Note: This action would require an ordinance change.)
- 2) Staff recommended an increase to hourly transient rates in the High/Hanover Parking Facility to assist in funding the upcoming needed capital improvements to the facility. Staff presented revenue projections for increasing hourly transient rates by \$0.25 an hour from \$1.00 to \$1.25 in the facility. Projections show an estimated increase of \$400,000 annually in parking revenue to be used toward High/Hanover repairs.
 - Action: Fee Committee voted to increase hourly transient rates by \$0.25 an hour from \$1.00 to \$1.25 in the High/Hanover Parking Facility as recommended along with increasing the validation stickers from \$50 per hundred to \$75 per hundred. (Note: This change can be accomplished either by means of the budget process

(passing an amended Fee Schedule resolution or by vote of the City Council at any time.)

- 3) Discussion ensued over the metered space hourly rate. Currently the rates are \$1.00 per hour for Non-High Occupancy and \$1.50 per hour for High Occupancy spaces. If the parking garage were to increase to \$1.25 per hour, it was discussed that metered spaces should increase accordingly.
 - Action: Fee Committee voted to increase both metered Non-High Occupancy and High Occupancy hourly rates by \$0.25 each or \$1.25 and \$1.75 respectively and to report back to the City Council at the June 15th Council meeting. (Note: This action would require an ordinance change.)
- 4) Discussion took place on a possible resident parking discount program using EasyPark devices. The Fee Committee proposed in concept that a 20% reduction for residents using EasyPark devices be implemented. Staff will work on the logistics of implementation. (Note: This action would require an ordinance change.)
- 5) Expanding the hours of metered space enforcement to 9 p.m. was discussed with no action taken.

c. John P. Bohenko, City Manager

FEE COMMITTEE MEETING MINUTES

Municipal Complex

Portsmouth, NH

Date: May 27, 2015

Time: 3:00PM

Present: Fee Committee: Councilors M. Christine Dwyer and Brad Lown

Staff: City Manager John P. Bohenko, Public Works Director Peter Rice, Parking and Transportation Engineer Eric Eby, Transportation Planner Juliet Walker and Deputy Finance Director Andrew Purgiel

- 1) Staff presented a map showing average occupancy rates for on street parking metered spaces during off-peak month conditions. Staff recommended expansion of High Occupancy Metered Spaces to include all streets where observed occupancy rates are at or above 85 percent, in accordance with industry best practices. This will increase the number of spaces from the current 157 spaces or 19 percent of total metered spaces to 270 spaces or 33 percent of total metered spaces.

Brad Lown motioned to expand area of High Occupancy metered spaces as recommended and to report back to the City Council at the June 15th council meeting. Chris Dwyer seconded. Approved 2-0. (Note: This action would require an ordinance change.)

- 2) Staff recommended an increase to hourly transient rates in the High Hanover Parking Facility to assist in funding the upcoming needed capital improvements to the facility. Staff presented revenue projections for increasing hourly transient rates by \$0.25 an hour from \$1.00 to \$1.25 in the facility. Projections show an estimated increase of \$400,000 annually in parking revenue.

Brad Lown motioned to increase hourly transient rates by \$0.25 an hour from \$1.00 to \$1.25 in the High Hanover Parking Facility as recommended along with

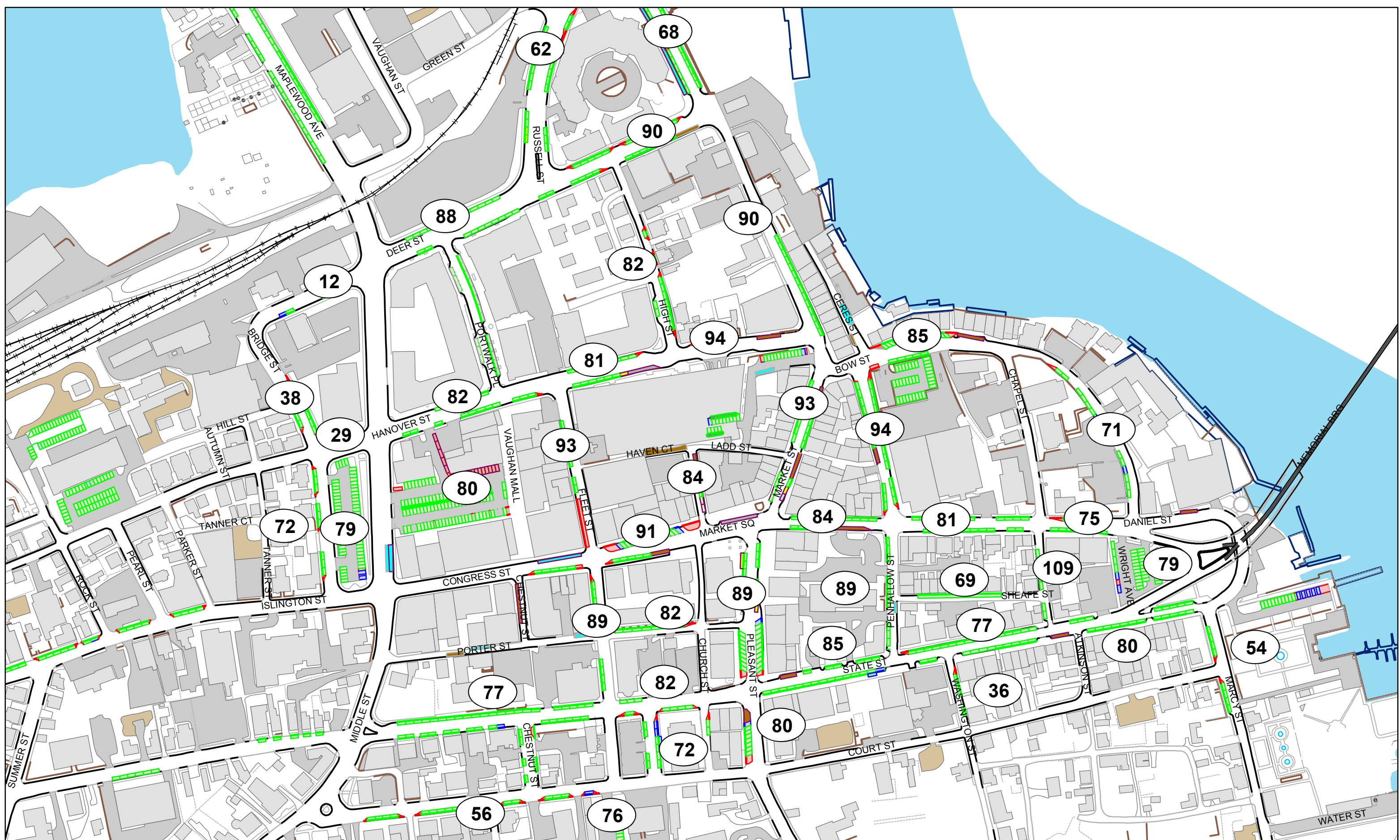
increasing the validation stickers from \$50 per hundred to \$75 per hundred. Chris Dwyer seconded. Approved 2-0. (Note: This change can be accomplished either by means of the budget process (passing the Fee Schedule resolution) or by vote of the City Council at any time.)

- 3) Discussion ensued over the metered space hourly rate. Currently the rates are \$1.00 per hour for Non-High Occupancy and \$1.50 per hour for High Occupancy spaces. If the parking garage were to increase to \$1.25 per hour it was discussed that metered spaces should increase accordingly.

Brad Lown motioned to increase both metered Non-High Occupancy and High Occupancy hourly rates by \$0.25 each or \$1.25 and \$1.75 respectively and to report back to the City Council at the June 15th council meeting. Chris Dwyer seconded. Approved 2-0. (Note: This action would require an ordinance change.)

- 4) Discussion took place on a possible resident parking discount program using EasyPark devices. The Fee Committee took no action on this subject at this time will revisit the resident discount program at a later date.
- 5) Expanding the hours of metered space enforcement to 9pm was discussed with no action taken.

Meeting adjourned at 3:50.



Draft On-Street Parking Utilization Data
Data Compiled by Precision Data Consultants

Map prepared by Portsmouth Department of Public Works
 U:\Projects\0263 Parking Data\Precision Data Consultants\20150202.pdf

Average Occupancy Rate
 For Seven Hour Period (12PM to 7PM)
 Thursday, June 19, 2014, Saturday, June 21, 2014,
 Saturday, October 18, 2014, Wednesday, October 29, 2014 ,

1 inch = 220 feet

02/02/2015

**CITY OF PORTSMOUTH, NEW HAMPSHIRE
ANNUAL APPROVAL OF FEE SCHEDULE
FOR THE FISCAL YEAR ENDING JUNE 30, 2016**

**RESOLUTION #11-2015 A RESOLUTION TO ADOPT FEES BY BUDGET
RESOLUTION**

BE IT RESOLVED: **THAT**, the attached fee schedule (Exhibit A) is found to be reasonable and appropriate and is recommended for adoption. (The fees denoted with an asterisk have been changed; all others are incorporated for convenience.)

THAT, the fee schedule attached (Exhibit A) shall be effective July 1, 2015.

APPROVED BY:

ROBERT J. LISTER, MAYOR

ADOPTED BY CITY COUNCIL:

KELLI L. BARNABY, MCC
CITY CLERK

CITY OF PORTSMOUTH
PROPOSED
SCHEDULE OF FEES
FISCAL YEAR 2016



APPENDIX III

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CITY OF PORTSMOUTH



MEMORANDUM

TO: Honorable Mayor Robert Lister and City Council Members
FROM: M. Christine Dwyer and Brad Lown, Fee Committee
DATE: April 27, 2015
RE: FY '16 Fee Schedule
CC: John P. Bohenko, City Manager
Judie Belanger, Finance Director

The Fee Committee met March 6, 2015 to review the City's fee schedule. As in the past, the city's fee schedule will be listed in Appendix III of the proposed budget book. A resolution is scheduled to be voted upon by the City Council June 8th requesting the acceptance of the fee schedule in conjunction with all other budgetary resolutions, which will make a majority of the fees effective July 1, 2015. No parking fees or rates that might be affected by the City Council's review related to a new parking facility were reviewed or adjusted by this Fee Committee.

It is important to note that the fees represented in the fee schedule, excluding the parking fees, historically raise approximately 1% of General Fund Revenues. As a reminder, during the Fiscal Year 2015 budget process the Fee Committee recommended changes to most of the Planning Department fees associated with construction and since the inception of the Fee Committee in 2002 approximately 90% of the over 450 fees have been adjusted by the Committee.

The respective department heads reviewed all current fees. Proposed fee changes were submitted where deemed necessary to cover rising administration costs, operating costs, or were suggested by consultants. After a review by the Finance Department, the Fee Committee held a meeting to review the proposals.

Following is a summary of the requested fee changes by department.

Inspection Department: Requested an increase to the commercial minimum fee and streamlined the fee charged for sprinkler and fire alarm inspections.

Health Department: Requested to add a fee for inspecting day care operations with a higher fee for operations of 100 children or more.

Parking/Transportation Division: Requested to add a fee for high occupancy temporary metered parking space permits. In addition increases were requested for garage pass deposits, special event parking at the High Hanover Parking Facility, commercial loading zone permits, and summons administration fee.

Water/Sewer Division: Requested increase to the turn on and turn off fee, fire service monthly fee for 4" and over, hydrant rental to Municipalities, dumping fees, and many of the division's hourly rate for equipment rentals.

The Fee Committee believes the annual review and authorization of fees is essential to keeping in step with rising costs of doing city business and also to review existing and potential fees for reasonableness. We recommend your support of the fee schedule as presented in the Proposed Annual Budget 2015-2016, Appendix III. Thank you.

**City of Portsmouth
Fee Schedule
Finance Department**

* (Indicates change from current fee)

<u>Ordinance / Non-Ordinance Title</u>	<u>NOTES</u>	<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2014 Schedule</u>	<u>FY 2015 Schedule</u>	<u>Suggested FY 2016 Schedule</u>
RSA-80:56	Individual occurrences not tracked	Non Sufficient Funds check processing fee	Pre FY 02	\$30.00	\$30.00 per check	\$30.00
Non-Ordinance	Individual occurrences not tracked	Copies: into be copied; i.e., discharge papers, small items				
Non-Ordinance	Individual occurrences not tracked	8 1/2 x 11 or 8 1/2 x 14	Pre FY 02	\$0.25	\$0.25 per copy	\$0.25
Non-Ordinance	Individual occurrences not tracked	Items that generate a minimum of research, i.e. certificate of occupancy, fire reports, minutes of meetings, pages of past annual reports.	Pre FY 02	\$0.50	\$0.50 per copy	\$0.50
Non-Ordinance	Individual occurrences not tracked	In-house material requiring research time, piecing together etc. Example: older fire/ police reports, past budgets, plot plans, septic systems, old minutes, old deeds,	Pre FY 02	\$2.00	\$2.00 1st copy	\$2.00
Non-Ordinance	Individual occurrences not tracked	agreements and other similar items.	Pre FY 02	\$0.50	\$0.50 all subsequent pages	\$0.50
Non-Ordinance	Individual occurrences not tracked	All copies made on 11 x 17 pages.	Pre FY 02	\$0.50	\$0.50 per copy	\$0.50
Non-Ordinance	Individual occurrences not tracked	Tax bills prepared for parties other than owners.	Pre FY 02	\$2.00	\$2.00 1st copy	\$2.00
Non-Ordinance	Individual occurrences not tracked	Tax Card/Tax Map from laser printer (Free to property owner)	FY 04	\$1.00	\$1.00 Each Print	\$1.00
Non-Ordinance	Individual occurrences not tracked	Standard Assessing data base cd	Pre FY 02	\$75.00	\$75.00	\$75.00
Non-Ordinance	Individual occurrences not tracked	DVD copies of City related events	Pre FY 02	\$10.00	\$10.00	\$10.00

**City of Portsmouth
Fee Schedule
City Clerk**

<u>Ordinance / Non-Ordinance Title</u>	<u>NOTES</u>	<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2014 Schedule</u>	<u>FY 2015 Schedule</u>	<u>Suggested FY 2016 Schedule</u>
* (Indicates change from current fee)						
<u>Chapter 5: Article IV Section 402</u>						
License to handle any gasoline or similar fluids within the City.	FY 14 there were 26 Petroleum Licenses processed for \$5,675.	Initial License Fee	FY 14	\$300.00	\$300.00 per location	\$300.00
		Annual Renewal Fee	FY 14	\$100.00	\$100.00 Up to 9,999 gallons	\$100.00
		Annual Renewal Fee	FY 14	\$125.00	\$125.00 10,000 to 14,999	\$125.00
		Annual Renewal Fee	FY 14	\$150.00	\$150.00 15,000 to 19,999	\$150.00
		Annual Renewal Fee	FY 14	\$175.00	\$175.00 20,000 to 24,999	\$175.00
		Annual Renewal Fee	FY 14	\$200.00	\$200.00 25,000 to 29,999	\$200.00
		Annual Renewal Fee	FY 14	\$225.00	\$225.00 30,000 to 34,999	\$225.00
		Annual Renewal Fee	FY 14	\$250.00	\$250.00 35,000 to 39,999	\$250.00
		Annual Renewal Fee	FY 14	\$275.00	\$275.00 40,000 to 44,999	\$275.00
		Annual Renewal Fee	FY 14	\$300.00	\$300.00 45,000 to 49,999	\$300.00
		Annual Renewal Fee	FY 14	\$325.00	\$325.00 50,000 and over	\$325.00
<u>Chapter 6: Article I Section 109C</u>						
Licenses-Gen. Provisions-Duties of licensee	Change of license location fee not charged	Change Location of Licensed Business	Pre FY 02	\$1.00	\$1.00 Per Occurrence	\$1.00
<u>Chapter 6: Article I Section 110B</u>						
Licenses-Gen. Provisions-Transfer of license	No Initial license fee charged	Transfer of License	Pre FY 02	\$10.00	\$10.00 Per Occurrence	\$10.00
<u>Chapter 6: Article II Section 201</u>						
Billiards and Bowling	FY 14 there were 10 license issued for \$1,365	License	FY 14	\$25.00	\$25.00 Per Year, Per Table or Lane	\$25.00
<u>Chapter 6: Article III Section 302</u>						
Model Slot Car Racing	No licenses issued in FY 14	License	Pre FY 02	\$25.00	\$25.00 Per Year	\$25.00
<u>Chapter 6: Article IV Section 403C</u>						
Coin Operated Amusement Devices	FY 14 there were 13 licenses issued for \$5,130.	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
<u>Chapter 6: Article V Section 502</u>						
Boxing and Wrestling	No licenses issued in FY 14	License	Pre FY 02	\$10.00	\$10.00 Each Day	\$10.00

**City of Portsmouth
Fee Schedule
City Clerk**

<u>Ordinance / Non-Ordinance Title</u>	<u>NOTES</u>	<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2014 Schedule</u>	<u>FY 2015 Schedule</u>	<u>Suggested FY 2016 Schedule</u>
* (Indicates change from current fee)						
Chapter 6: Article VI Section 602						
Dancing	No licenses issued in FY 14	License	Pre FY 02	\$10.00	\$10.00 Per Dance	\$10.00
Chapter 6: Article VII Section 707D						
Dog Ordinance	No dogs sold in FY 14	Procuring City Owned Dogs	Pre FY 02	\$3.00 to \$10.00	\$3.00 to \$10.00 Per Dog (Discretion of Animal Control Officer)	\$3.00 to \$10.00
Chapter 6: Article IX Section 901C12						
Circus License	No licenses issued in FY 14	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	\$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	\$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
Chapter 6: Article IX Section 902						
Circus License	No license issued in FY 14	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	No license issued in FY 14	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	FY 14 there were 9 license issued for \$2,250	License	Pre FY 02	\$250.00	\$250.00 Per Year	\$250.00
Chapter 6: Article XIV Section 1402						
Pawn Brokers	FY 14 there were 4 license issued for \$200	License	FY 14	\$50.00	\$50.00 Per Year	\$50.00
Chapter 6: Article XV Section 1502						
Roller Skating Rinks	No license issued in FY 14	License	Pre FY 02	\$50.00	\$50.00 Per Year	\$50.00

**City of Portsmouth
Fee Schedule
City Clerk**

<u>Ordinance / Non-Ordinance Title</u>	<u>NOTES</u>	<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2014 Schedule</u>	<u>FY 2015 Schedule</u>	<u>Suggested FY 2016 Schedule</u>
					* (Indicates change from current fee)	
Chapter 6: Article XVI Section 1608						
Magazine Subscription Solicitors	No license issued in FY 14	License	FY 06	\$50.00	\$50.00 Per Year	\$50.00
Chapter 9: Article V Section 504 C						
Sidewalk Obstructions	FY 14 there were 1 vendor licensing 1 newsrack	Newsrack	Pre FY 02	No Charge	No Charge	No Charge
Chapter 9: Article V Section 504 C						
Sidewalk Obstructions	FY 14 there were 70 licenses issued for \$7,622.	Obstruction (including Restaurant Table)	FY 14	\$60.00	\$60.00 Each Obstruction (including Restaurant Table)	\$60.00
Chapter 9: Article V Section 504 C						
Sidewalk Obstructions		Restaurant Chairs	FY 14	\$7.00	\$7.00 Each Restaurant Chair	\$7.00
Non-ordinance-City Council Policy No. 2012-02		Area Service Agreements-use of City Property for Sidewalk Café's providing Alcohol Services				
			FY 12	\$10.00	\$10.00 per square foot-6 month season-no proration	\$10.00
			FY 12	\$2,000.00	\$2,000.00 mininum fee	\$2,000.00
Chapter 13: Section 203 A						
Mobile Homes	FY 14 there were 3 Mobile Home Parks with 276 occupied spaces for a total fee of \$6,900	Mobile home space, occupied, located within a mobile home park.	FY 14	\$25.00	\$25.00 Annually (Due April 1)	\$25.00
Chapter 13: Section 203 B						
Mobile Homes	There are no Mobile Home Parks in the City of Portsmouth with two or less homes.	A minimum fee per mobile home park shall be charged for those parks having but two or less occupied spaces.	Pre FY 02	\$10.00	\$10.00 Annually (Due April 1)(not less than \$10.00)	\$10.00
		In the case of overlapping jurisdiction, only one fee per annum may be imposed. When an original license/permit is issued on or after July 1st of any year, the permit fee for the remainder of the year shall be one half the permit fee. The City Clerk shall charge the fee for the transfer of the permit in amount not to exceed \$10.00 for a mobile home park. Such license/permit fees herein provided for in this section of this Ordinance shall be in lieu of all inspection or other fees and all other local taxes other than ad valorem taxes.				
			Pre FY 02	\$10.00	\$10.00	\$10.00
Non-Ordinance	FY 14 collections of \$1,435 with 287 occurrences	Notarization	FY 05	\$5.00	\$5.00 Per Document	\$5.00
Non-Ordinance	FY 14 collections of \$555 with 37 occurrences	Tag day, permits	FY 05	\$15.00	\$15.00	\$15.00
Non-Ordinance	FY 14 collections of \$0 with 0 occurrences	Ward checklist	Pre FY 02	\$60.00	\$60.00 per set	\$60.00
Non-Ordinance	FY 14 collections of \$0 with 0 occurrences	Ward checklist for individual wards	Pre FY 02	\$10.00-\$15.00	\$10.00-\$15.00 (based on size of ward)	\$10.00-\$15.00
Non-Ordinance	FY 14 collections of \$680 with 34 occurrences	Event permit	FY 05	\$20.00	\$20.00	\$20.00
		(fairs, parades etc. not governed by				

**City of Portsmouth
Fee Schedule
Planning Department**

* (Indicates change from current fee)

<u>Ordinance / Non-Ordinance Title</u>	<u>NOTES</u>	<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2014 Schedule</u>	<u>FY 2015 Schedule</u>	<u>Suggested FY 2016 Schedule</u>	
		PLANNING BOARD					
Non-Ordinance	The Planning Department reported the following application numbers and fees for FY 14: Applications: Site Review 16 Subdivision 9 Lot Line revisions 12 Conditional Use 29 Board of Adjustment 102 HDC 118 Conservation Commission 29 State Wetland Permits 11 Revenues: Planning Board \$57,280 Board of Adjustment \$33,719 Site Review \$31,879	Subdivision applications(residential)	FY 15	\$300.00	\$500.00	\$500.00	
Non-Ordinance		Plus Per Lot	FY 15	\$100.00	\$200.00	\$200.00	
Non-Ordinance		Subdivision applications(non-residential)	FY 15	\$350.00	\$700.00	\$700.00	
Non-Ordinance		Plus Per Lot	FY 15	\$150.00	\$300.00	\$300.00	
Non-Ordinance		Lot Line Revision/Verification	FY 14	\$250.00	\$250.00	\$250.00	
			Filing of Condominium Site Plans per				
Non-Ordinance		State Statute-no subdivision	FY 15	\$50.00	\$100.00	\$100.00	
Non-Ordinance		Lot Consolidation-no subdivision	FY 10	\$175.00	\$175.00	\$175.00	
			Area of disturbance in wetland or wetland buffer:				
Non-Ordinance		-up to 100 sq ft	FY 15	\$50.00	\$100.00	\$100.00	
		-up to 1,000 sq ft	FY 15	\$250.00	\$500.00	\$500.00	
		-greater than 1,000 sq ft	FY 15	\$500.00	\$1,000.00	\$1,000.00	
			Development Plan -Character Districts				
			FY 15	N/A	\$1,000.00 per Development Plan	\$1,000.00	
			FY 15	N/A	\$0.05 per sq ft Gross Floor Area greater than 10,000 sq ft	\$0.05	
		FY 15	N/A	\$5,000.00 Maximum fee	\$5,000.00		
		PLANNING-BOARD OF ADJUSTMENT					
Non-Ordinance	Residential application 1-2 dwelling units	FY 15	\$125.00	\$150.00	\$150.00		
Non-Ordinance	3-4 dwelling units	FY 15	\$200.00	\$250.00	\$250.00		
	5-and over	FY 15	N/A	\$250.00	\$250.00		
	For each unit over 4	FY 15	N/A	\$50.00	\$50.00		
Non-Ordinance	5-10 dwelling units	FY 15	\$250.00	Delete	Delete		
Non-Ordinance	11-30 dwelling units	FY 15	\$300.00	Delete	Delete		
Non-Ordinance	30+ dwelling units	FY 15	\$300.00	Delete	Delete		
Non-Ordinance	For each unit over 30	FY 15	\$50.00	Delete	Delete		
Non-Ordinance	Total application fee shall not exceed (cap)	FY 15	\$2,000.00	\$3,000.00	\$3,000.00		
Non-Ordinance	Residential application-accessory structure only	FY 11	\$50.00	\$50.00	\$50.00		
Non-Ordinance	Non-residential applications	FY 12	\$300.00	\$300.00	\$300.00		

City of Portsmouth
 Fee Schedule
 Planning Department

* (Indicates change from current fee)

<u>Ordinance / Non-Ordinance Title</u>	<u>NOTES</u>	<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2014 Schedule</u>	<u>FY 2015 Schedule</u>	<u>Suggested FY 2016 Schedule</u>
		In Addition:				
Non-Ordinance		Per \$1,000 of valuation of new construction	Pre FY 02	\$5.00	\$5.00	\$5.00
Non-Ordinance		Total application fee shall not exceed (cap)	FY 15	\$2,000.00	\$3,000.00	\$3,000.00
Non-Ordinance		Signs	FY 13	\$200.00	\$200.00	\$200.00
		PLANNING-SITE REVIEW				
Non-Ordinance		All developments	FY 14	\$500.00	\$500.00	\$500.00
		In Addition:				
Non-Ordinance		Per \$1,000 of Site costs only	Pre FY 02	\$5.00	\$5.00	\$5.00
Non-Ordinance		and per 1,000 square feet of site development area	FY 15	N/A	\$10.00	\$10.00
Non-Ordinance		Total application fee shall not exceed (cap)	FY 08	\$15,000.00	\$15,000.00	\$15,000.00
		PLANNING-HISTORIC DISTRICT				
Non-Ordinance		Residential applications 1 dwelling unit	FY 15	\$50.00	\$100.00	\$100.00
Non-Ordinance		2 dwelling units	FY 15	\$75.00	\$100.00	\$100.00
Non-Ordinance		3 dwelling units	FY 15	\$100.00	\$250.00	\$250.00
		4 and over dwelling units	FY 15	N/A	\$400.00	\$400.00
		For each unit over 4	FY 15	N/A	\$100.00	\$100.00
Non-Ordinance		4-10 dwelling units	FY 15	\$125.00	Delete	Delete
Non-Ordinance		11-30 dwelling units	FY 15	\$250.00	Delete	Delete
Non-Ordinance		30+ dwelling units	FY 15	\$300.00	Delete	Delete
Non-Ordinance		For each unit over 30	FY 15	\$50.00	Delete	Delete
		Accessory structure, mechanical equipment or replacement of doors/windows only	FY 15			
			FY 15	\$50.00	\$100.00	\$100.00
Non-Ordinance		Non-residential applications	FY 15	\$300.00	\$500.00	\$500.00
		In Addition:				
Non-Ordinance		Per \$1,000 of valuation of new construction	Pre FY 02	\$5.00	\$5.00	\$5.00
Non-Ordinance		Total application fee shall not exceed (cap)	FY 15	\$3,000.00	\$5,000.00	\$5,000.00
Non-Ordinance		Non-residential applications-accessory structure, mechanical equipment or replacement of doors/windows only	FY 15	\$50.00	\$100.00	\$100.00

**City of Portsmouth
Fee Schedule
Planning Department**

*** (Indicates change from current fee)**

<u>Ordinance / Non-Ordinance Title</u>	<u>NOTES</u>	<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2014 Schedule</u>	<u>FY 2015 Schedule</u>	<u>Suggested FY 2016 Schedule</u>
Non-Ordinance		Signs	FY 15	\$200.00	\$100.00	\$100.00

**City of Portsmouth
Fee Schedule
Inspection Department**

* (Indicates change from current fee)

<u>Ordinance / Non-Ordinance Title</u>	<u>NOTES</u>	<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2014 Schedule</u>	<u>FY 2015 Schedule</u>	<u>Suggested FY 2016 Schedule</u>
Chapter 8: Article I Section 106 A						
Street Obstructions	FY 13 there were 63 permits issued for \$3,150	Initial	FY 11	\$50.00	\$50.00	\$50.00
		Extension	FY 11	\$25.00	\$25.00	\$25.00
BUILDING PERMIT FEES:						
Chapter 12: Part I Section 108.2						
International Building Code- and Chapter 12: Part II Section R108.2	Following is a summary of Building Permits: FY 14 Non-Residential Commercial <u>Issued</u> <u>Value</u> 200 \$39,561,013 Residential <u>Issued</u> <u>Value</u> 307 \$26,205,232 Alterations and Other <u>Issued</u> <u>Value</u> 373 \$7,557,510 Permit Fee: \$425,051					
		Minimum Fee-Residential	FY 07	\$50.00	\$50.00	\$50.00
		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
		New Construction-Residential (Includes Additions)				
		Habitable Enclosed Living Spaces	FY 13	\$0.30	\$0.30 Per gross square ft of floor area	\$0.30
		Habitable Unenclosed Living Spaces	FY 13	\$0.25	\$0.25 Per gross square ft of floor area	\$0.25
		Nonhabitable or Unfinished Spaces	FY 13	\$0.20	\$0.20 Per gross square ft of floor area	\$0.20
		New Construction-Commercial	FY 13	\$0.40	\$0.40 Per gross square ft of floor area	\$0.40
		Minimum Fee-Commercial	FY 04	\$50.00	\$50.00	* \$100.00
		Fire Sprinkler Systems	FY 07	\$0.04	\$0.04 Per gross square ft of sprinkled area	* Delete
		Fire Sprinkler Systems	FY 16	N/A	N/A \$5,000 or less in fire sprinkler system cost	* \$100.00
			FY 16	N/A	N/A each additional \$1,000 in fire system sprinkler cost	* \$10.00
		Fire Alarm Systems: (Per device installed)				
			FY 07	\$100.00	\$100.00 per Fire Alarm Control Panel	* Delete
			FY 07	\$50.00	\$50.00 to Modify an Existing Fire Alarm Control Panel	* Delete
			FY 07	\$35.00	\$35.00 per Remote Annunciator Panel	* Delete
			FY 07	\$35.00	\$35.00 per Voice Alarm / Notification System	* Delete
					(High Rise Feature)	* Delete
			FY 07	\$35.00	\$35.00 per Off Site Notification Circuit	* Delete
					(Central Station or Master Box)	* Delete
			FY 07	\$2.00	\$2.00 per Initiation and Notification Device	* Delete
			FY 07	\$2.00	\$2.00 per Supervisory Device	* Delete
			FY 04	\$5.00	\$5.00 per Fire Safety Control Device (Magnetic Door	* Delete

**City of Portsmouth
Fee Schedule
Inspection Department**

* (Indicates change from current fee)

Ordinance / Non-Ordinance
Title

NOTES



<u>Description</u>	<u>Fiscal Year</u> <u>Last Adjusted</u>	<u>FY 2014</u> <u>Schedule</u>	<u>FY 2015</u> <u>Schedule</u>		<u>Suggested</u> <u>FY 2016</u> <u>Schedule</u>
				Holder, Elevator Recall, Smoke Control, etc.)	* Delete
	FY 07	\$2.00	\$2.00	per Voice Alarm System Device	* Delete
				(Phone or Radio hookup)	* Delete
Fire Alarm Systems:	FY 16	N/A	N/A	\$5,000 or less in fire alarm system cost	* \$100.00
	FY 16	N/A	N/A	each additional \$1,000 in fire alarm system cost	* \$10.00
Flat Rate Permits	FY 06	\$35.00	\$35.00		\$35.00
Flat Rate Permits: Includes: siding, replacement windows, pools, sheds, buried tanks, pad mounted generators, temporary structures, change-in-occupancy with no construction.					
Demolition Permits	FY 06	\$50.00	\$50.00	For structures up to 2,000 SF floor area	\$50.00
	FY 04	\$10.00	\$10.00	per \$1,000 of demolition cost for structures over 2,000sf	\$10.00
General Renovations					
Residential Rates	FY 04	\$7.00	\$7.00	per \$1,000 of renovation cost	\$7.00
Commercial Rates	FY 04	\$10.00	\$10.00	per \$1,000 of renovation cost	\$10.00
If, in the opinion of the Code Official, the type of residential renovation or repair does not lend itself to a square footage calculation, then the permit fee shall be based on (1) \$7.00 per \$1,000 of renovation cost. If there is a fee difference between the square foot rate and the construction cost rate, the rate yielding the larger amount shall be assessed.					
If, in the opinion of the Code Official, the type of commercial renovation or repair does not lend itself to a square footage calculation, then the permit fee shall be based on(2) \$10.00 per \$1,000 of renovation cost. If there is a fee difference between the square foot rate and the construction cost rate, the rate yielding the larger amount shall be assessed.					
	FY 04	\$7.00	\$7.00		\$7.00
	FY 04	\$10.00	\$10.00		\$10.00
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	FY 07	\$100.00	\$100.00	Per Reinspection	\$100.00
Fee for Nonpermitted Work					

Chapter 12: Part I Section 109.7

International Building Code-
and

Chapter 12: Part II Section R109.5

International Residential Code-

Chapter 12: Part I Section 108.4

**City of Portsmouth
Fee Schedule
Inspection Department**

* (Indicates change from current fee)

<u>Ordinance / Non-Ordinance Title</u>	<u>NOTES</u>	<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2014 Schedule</u>	<u>FY 2015 Schedule</u>	<u>Suggested FY 2016 Schedule</u>
International Building Code- and <u>Chapter 12: Part II Section R108.7</u> International Residential Code-		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 the regular permit fee or (2) \$200.00 whichever is greater. If the regular permit fee is over (3) \$200.00, the permit fee shall be the regular fee plus (4) \$200.00.				
			FY 04	\$2.00	\$2.00	\$2.00
			FY 07	\$300.00	\$300.00	\$300.00
			FY 07	\$300.00	\$300.00	\$300.00
			FY 07	\$300.00	\$300.00	\$300.00
<u>Chapter 12: Part I Section 110.6</u>		Fee for Certificate of Use and Occupancy	FY 07	\$100.00	\$100.00	\$100.00
International Building Code- and <u>Chapter 12: Part II Section R110.6</u> International Residential Code-						
<u>Chapter 12: Part I Section 106.3.6</u> International Building Code-		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:

Chapter 12: Part I Section 108.2

International Building Code- and <u>Chapter 12: Part II Section R108.2</u> International Residential Code-	Following is a summary of Electrical Permits: FY 14 Permits: 609 Permit Fees: \$119,536	Plan Review Fee	FY 04	\$50.00	\$50.00	\$50.00
		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 fees	FY 07	\$100.00	\$100.00 Each additional inspection after the second rejection for the same item(s)	\$100.00
		Minimum Electric Permit Fee	FY 07	\$50.00	\$50.00	\$50.00
		Residential-Service Equipment				
		Single Phase	FY 07	\$25.00	\$25.00 up to & including 100 Amps.	\$25.00
		Single Phase	FY 08	\$50.00	\$50.00 101 to 200 Amps.	\$50.00
		Single Phase	FY 07	\$70.00	\$70.00 201 to 400 Amps.	\$70.00
		Single Phase	FY 07	\$15.00	\$15.00 Meters (each)	\$15.00

**City of Portsmouth
Fee Schedule
Inspection Department**

* (Indicates change from current fee)

<u>Ordinance / Non-Ordinance Title</u>	<u>NOTES</u>	<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2014 Schedule</u>	<u>FY 2015 Schedule</u>	<u>Suggested FY 2016 Schedule</u>
		Lighting Fixtures, Power Utilization				
		Equipment & Outlets	FY 04	\$1.00	\$1.00	Each Device \$1.00
		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
		All fees shall be rounded up to the nearest \$5.00 with a minimum	FY 04	\$50.00	\$50.00	\$50.00
		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				
		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 \$50.00 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
<u>Chapter 12: Part I Section 109.7</u> International Building Code- and <u>Chapter 12: Part II Section R109.5</u> International Residential Code-						
<u>Chapter 14: Section 102A E</u> Housing Code	City does not currently collect fee or issue certificate	Certificate of Occupancy	Pre FY 02	\$1.00	\$1.00	Per Building (Good for 3 years) \$1.00

PLUMBING/MECHANICAL PERMIT FEES:

Chapter 15, Part I of II: Section 106.6.2

**City of Portsmouth
Fee Schedule
Inspection Department**

* (Indicates change from current fee)

<u>Ordinance / Non-Ordinance Title</u>	<u>NOTES</u>	<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2014 Schedule</u>	<u>FY 2015 Schedule</u>	<u>Suggested FY 2016 Schedule</u>
International Plumbing Code & Chapter 15, Part II of II: Section 106.5.2	Following is a summary of Plumbing Permits: FY 14					
International Mechanics Code	Permits: 944 Permit Fees: \$186,054					
		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 07	\$50.00	\$50.00	\$50.00
		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 04	\$50.00	\$50.00	\$50.00
		Commercial-Contract Cost Fee Method				
		First \$5000.00 of electrical 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 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 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 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

**City of Portsmouth
Fee Schedule
Inspection Department**

* (Indicates change from current fee)

Ordinance / Non-Ordinance
Title

NOTES

<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2014 Schedule</u>	<u>FY 2015 Schedule</u>	<u>Suggested FY 2016 Schedule</u>
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
Reinspection Fee	FY 07	\$100.00	\$100.00	\$100.00
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)150% of the regular permit fee or (2)\$100.00 whichever is greater. If the regular permit fee is over (3)\$200.00, the permit fee shall be the regular fee plus (4) \$200.00				
	FY 04	\$2.00	\$2.00	\$2.00
	FY 07	\$300.00	\$300.00	\$300.00
	FY 07	\$300.00	\$300.00	\$300.00
	FY 07	\$300.00	\$300.00	\$300.00
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) 150% of the regular permit fee or (2) \$100.00 whichever is greater. If the regular permit fee is over (3) \$200.00, the permit fee shall be the regular fee plus (4) \$200.00				
	FY 04	\$2.00	\$2.00	\$2.00
	FY 07	\$300.00	\$300.00	\$300.00
	FY 07	\$300.00	\$300.00	\$300.00
	FY 07	\$300.00	\$300.00	\$300.00

Chapter 15, Part I of II: Section 107.1.2.4

International Plumbing Code

Chapter 15, Part II of II: Section 107.6

International Mechanics Code

Chapter 15, Part I of II: Section 108.8

International Plumbing Code

Chapter 15, Part II of II: Section 106.5.1

International Mechanic Code

**City of Portsmouth
Fee Schedule
Police Department**

* (Indicates change from current fee)

<u>Ordinance / Non-Ordinance Title</u>	<u>NOTES</u>	<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2014 Schedule</u>	<u>FY 2015 Schedule</u>	<u>Suggested FY 2016 Schedule</u>		
Chapter 5: Article VIII Section 802	FY 14 Police-Unfounded Emergency Calls							
Alarm Systems Service Charge	were as follows:							
	Occurrences	Revenue						
	818	No charge	Police-Unfounded Emergency calls	Pre FY 02	No Charge	No Charge	0-3 Occurrences per calendar year	No Charge
	86	\$6,450.00	Police-Unfounded Emergency calls	FY 08	\$75.00	\$75.00	4th Occurrence per calendar year	\$75.00
	60	\$4,500.00	Police-Unfounded Emergency calls	FY 08	\$75.00	\$75.00	5th Occurrence per calendar year	\$75.00
	43	\$3,225.00	Police-Unfounded Emergency calls	FY 08	\$75.00	\$75.00	6th Occurrence per calendar year	\$75.00
	23	\$2,300.00	Police-Unfounded Emergency calls	FY 08	\$100.00	\$100.00	7th Occurrence per calendar year	\$100.00
	17	\$2,550.00	Police-Unfounded Emergency calls	FY 10	\$150.00	\$150.00	8th Occurrence per calendar year	\$150.00
	9	\$1,800.00	Police-Unfounded Emergency calls	FY 10	\$200.00	\$200.00	9th Occurrence per calendar year	\$200.00
	34	\$10,200.00	Police-Unfounded Emergency calls	FY 08	\$300.00	\$300.00	10th-15th Occurrences per calendar year	\$300.00
	5	\$2,000.00	Police-Unfounded Emergency calls	FY 09	\$400.00	\$400.00	16th-20th Occurrences per calendar year	\$400.00
	0	\$0.00	Police-Unfounded Emergency calls	FY 10	\$500.00	\$500.00	21th-25th Occurrences per calendar year	\$500.00
	0	\$0.00	Police-Unfounded Emergency calls	FY 10	\$1,000.00	\$1,000.00	Each Occurrences 26 or over per calendar year	\$1,000.00
	1095	\$33,025.00	Fire-Unfounded Emergency calls	Pre FY 02	No Charge	No Charge	0-2 Occurrences per January to June	No Charge
			Fire-Unfounded Emergency calls	Pre FY 02	\$50.00	\$50.00	Each Occurrence over 2 per January to June	\$50.00
	Total calls by FY		Fire-Unfounded Emergency calls	Pre FY 02	No Charge	No Charge	0-2 Occurrences per July to December	No Charge
	FY 13	973	Fire-Unfounded Emergency calls	Pre FY 02	\$50.00	\$50.00	Each Occurrence over 2 per July to December	\$50.00
	FY 12	1,005						
	FY 11	1,030						
	FY 10	1,031						
	FY 09	1,041						
	FY 08	1,224						
	Fire Department does not currently monitor unfounded Emergency calls							
Chapter 7: Article V Section 504	Fee is not charged							
Bicycles		License	Pre FY 02	No Charge	No Charge		No Charge	
Non-Ordinance	FY 14 0 Occurrences	U-Visa research	FY 13	\$150.00	\$150.00		\$150.00	

**City of Portsmouth
Fee Schedule
Fire Department**

* (Indicates change from current fee)

<u>Ordinance / Non-Ordinance Title</u>	<u>NOTES</u>	<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2014 Schedule</u>	<u>FY 2015 Schedule</u>	<u>Suggested FY 2016 Schedule</u>
Chapter 5: Article IV Section 406						
Petroleum Inspector	N/A	Compensation	Pre FY 02	\$0.32	\$0.32	\$0.32
					per 1,000 gallons	
					(not to exceed the sum	
					of \$2.00 per tanker)	
					(minimum fee shall not	
					be less than \$1.00)	
Chapter 5: Article IX Section F403.2						
Open Burning	FY 14 there were 180 permits issued for \$1,800		FY 13	\$10.00	\$10.00	\$10.00
					Inspection Fee	
Non-Ordinance	FY 4 there were 11 reports researched for \$275	Environmental Reports and Research	FY 06	\$25.00	\$25.00	\$25.00

**City of Portsmouth
Fee Schedule
Public Works**

* (Indicates change from current fee)

<u>Ordinance / Non-Ordinance Title</u>	<u>NOTES</u>	<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2014 Schedule</u>	<u>FY 2015 Schedule</u>	<u>Suggested FY 2016 Schedule</u>
Non-Ordinance	FY 14 there were 124 permits issued for \$23,850	Excavation Permit	FY 15	\$150.00	\$200.00 1st 100 sf.	\$200.00
			FY 15	\$25.00	\$100.00 each additional 100 sf.	\$100.00
Non-Ordinance	FY 14 there were 385 permits issued for \$9,625	Flagging Permit	FY 14	\$25.00	\$25.00	\$25.00
Non-Ordinance	New fee for FY 15	Rental Fees-Note: The following rental fees will be waived for Portsmouth based Non-Profits				
		Cone	FY 15	N/A	\$1.50 ea/ per event	\$1.50
		Trash/Recycling Receptacle	FY 15	N/A	\$2.00 ea/ per event	\$2.00
		Wood Barricade	FY 15	N/A	\$2.00 ea/ per event	\$2.00
		Metal Barricade	FY 15	N/A	\$4.00 ea/ per event	\$4.00
		Sign	FY 15	N/A	\$5.00 ea/ per event	\$5.00
		Maps				
Non-Ordinance		Copy of existing map: 8 1/2 x 11 (B & W)	FY 06	\$0.50	\$0.50 Each Print	\$0.50
Non-Ordinance		11 x 17 (B & W)	PRE FY 02	\$0.50	\$0.50 Each Print	\$0.50
Non-Ordinance		22 x 34 (B & W)	FY 09	\$10.00	\$10.00 Each Print	\$10.00
Non-Ordinance		24 x 36 (B & W)	FY 09	\$10.00	\$10.00 Each Print	\$10.00
Non-Ordinance		44 x 34 (B & W)	FY 09	\$20.00	\$20.00 Each Print	\$20.00
Non-Ordinance		Plot existing maps: 8 1/2 x 11	FY 06	\$5.00	\$5.00 Each Print	\$5.00
Non-Ordinance		11 x 17	FY 06	\$5.00	\$5.00 Each Print	\$5.00
Non-Ordinance		22 x 34	PRE FY 02	\$10.00	\$10.00 Each Print	\$10.00
Non-Ordinance		24 x 36	PRE FY 02	\$10.00	\$10.00 Each Print	\$10.00
Non-Ordinance		44 x 34	PRE FY 02	\$20.00	\$20.00 Each Print	\$20.00
Non-Ordinance		Utility/Geodetic Control Map-				
Non-Ordinance		for individual property 8 1/2 x 11 (Color)	FY 09	\$0.00	\$0.00	\$0.00
Non-Ordinance		by Email	FY 09	\$0.00	\$0.00	\$0.00
Non-Ordinance		on Cd	FY 09	\$10.00	\$10.00	\$10.00
Non-Ordinance		Maps in PDF format: Tax Map CD	FY 09	\$10.00	\$10.00	\$10.00
Non-Ordinance		Standard GIS and CAD Data DVD:	FY 09	\$50.00	\$50.00	\$50.00
		Custom Disk of Historical Data (CD or DVD)	FY 09	\$100.00	\$100.00	\$100.00
Non-Ordinance	FY 14 activity: Occurrence Revenue	Disposal of Tires	FY 04	\$5.00	\$5.00 per tire	\$5.00
	175 \$875.00					

**City of Portsmouth
Fee Schedule
Public Works**

* (Indicates change from current fee)

<u>Ordinance / Non-Ordinance Title</u>	<u>NOTES</u>		<u>Description</u>	<u>Fiscal Year</u>	<u>FY 2014</u>	<u>FY 2015</u>	<u>Suggested</u>
				<u>Last Adjusted</u>	<u>Schedule</u>	<u>Schedule</u>	
							<u>Schedule</u>
Non-Ordinance	1088	\$8,704.00	Disposal of Electronics	FY 15	\$8.00	\$10.00 per unit	\$10.00
Non-Ordinance	462	\$4,620.00	CFC Removal	FY 04	\$10.00	\$10.00 per unit	\$10.00
Non-Ordinance	New For FY 15		Yard Waste Disposal (contractors)	FY 15	N/A	\$25.00	\$25.00
Non-Ordinance	211	\$2,110.00	Yard Waste Disposal (contractors)	FY 15	\$10.00	Delete per Pickup Truck or Trailer	Delete
Non-Ordinance	0	\$0.00	Yard Waste Disposal (contractors)	FY 15	\$11.00	Delete per 1 ton dump	Delete
Non-Ordinance	8	\$96.00	Yard Waste Disposal (contractors)	FY 15	\$12.00	Delete per tree chipper box	Delete

**City of Portsmouth
Fee Schedule
Recreation**

* (Indicates change from current fee)

<u>Ordinance / Non-Ordinance Title</u>	<u>NOTES</u>	<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2014 Schedule</u>	<u>FY 2015 Schedule</u>	<u>Suggested FY 2016 Schedule</u>															
		RECREATION-SPINNAKER PT.																			
	Calendar Year Information: <table border="1" style="margin-left: 20px;"> <thead> <tr> <th></th> <th>2013 Members</th> <th>2014 Members</th> </tr> </thead> <tbody> <tr> <td>Adult</td> <td>805</td> <td>676</td> </tr> <tr> <td>Sr. Citizen</td> <td>610</td> <td>601</td> </tr> <tr> <td>Other</td> <td>268</td> <td>309</td> </tr> <tr> <td>FY Revenue</td> <td>\$167,909</td> <td>\$207,629</td> </tr> </tbody> </table>			2013 Members	2014 Members	Adult	805	676	Sr. Citizen	610	601	Other	268	309	FY Revenue	\$167,909	\$207,629				
	2013 Members	2014 Members																			
Adult	805	676																			
Sr. Citizen	610	601																			
Other	268	309																			
FY Revenue	\$167,909	\$207,629																			
Non-Ordinance		Adult Resident	FY 14	\$216.00	\$216.00 per year	\$216.00															
Non-Ordinance		Senior Citizen Resident	FY 14	\$108.00	\$108.00 per year	\$108.00															
Non-Ordinance		Adult Non-Resident	FY 14	\$432.00	\$432.00 per year	\$432.00															
Non-Ordinance		Senior Citizen Non-Resident	FY 14	\$216.00	\$216.00 per year	\$216.00															
Non-Ordinance		Daily Guest Fee Resident	PRE FY 02	\$5.00	\$5.00 per day	\$5.00															
Non-Ordinance		Daily Guest Fee Non-Resident	FY 12	\$10.00	\$10.00 per day	\$10.00															
		RECREATION-INDOOR POOL																			
	Per the "Consolidation Lease and Operations Agreement to Maintain the Portsmouth Public Pool" Article III Section 3.2 SIPP shall set prices for all services offered on the Premises including: classes, lessons, memberships, rental fees, and special event operations subject to the following: All prices affecting City residents shall be subject to review and approval by the City Manager or his designee.																				
	The Recreation Department reported the following Indoor Pool revenue: <table border="1" style="margin-left: 20px;"> <thead> <tr> <th>FY 12</th> <th>FY 13</th> <th>FY 14</th> </tr> </thead> <tbody> <tr> <td>\$351,561</td> <td>\$448,361</td> <td>\$441,393</td> </tr> </tbody> </table>		FY 12	FY 13	FY 14	\$351,561	\$448,361	\$441,393													
FY 12	FY 13	FY 14																			
\$351,561	\$448,361	\$441,393																			
Non-Ordinance		5 & Under, Resident	FY 11	\$3.00	\$3.00 per session	\$3.00															
Non-Ordinance		5 & Under, Non-Resident	FY 11	\$5.00	\$5.00 per session	\$5.00															
Non-Ordinance		5 & Under, Resident/Membership	FY 11	\$180.00	\$180.00 per year	\$180.00															
Non-Ordinance		5 & Under, Non-Resident/Membership	FY 11	\$240.00	\$240.00 per year	\$240.00															
Non-Ordinance		6-17, Resident	FY 11	\$5.00	\$5.00 per session	\$5.00															
Non-Ordinance		6-17, Non-Resident	PRE FY 02	\$10.00	\$10.00 per session	\$10.00															
Non-Ordinance		6-17, Resident/Membership	FY 11	\$180.00	\$180.00 per year	\$180.00															
Non-Ordinance		6-17, Non-Resident/Membership	FY 11	\$240.00	\$240.00 per year	\$240.00															
Non-Ordinance		18-59, Resident	FY 11	\$5.00	\$5.00 per session	\$5.00															
Non-Ordinance		18-59, Non-Resident	FY 11	\$10.00	\$10.00 per session	\$10.00															
Non-Ordinance		18-59, Resident/Membership	FY 11	\$300.00	\$300.00 per year	\$300.00															
Non-Ordinance		18-59, Non-Resident/Membership	FY 11	\$540.00	\$540.00 per year	\$540.00															
Non-Ordinance		Senior Citizen, Resident	FY 11	\$3.00	\$3.00 per session	\$3.00															
Non-Ordinance		Senior Citizen, Non-Resident	FY 11	\$5.00	\$5.00 per session	\$5.00															
Non-Ordinance		Senior Citizen, Resident/Membership	FY 11	\$240.00	\$240.00 per year	\$240.00															
Non-Ordinance		Senior Citizen, Non-Resident/Membership	FY 11	\$300.00	\$300.00 per year	\$300.00															
Non-Ordinance		First Adult, Resident/Family Rate	FY 11	\$300.00	\$300.00 per year	\$300.00															

**City of Portsmouth
Fee Schedule
Recreation**

* (Indicates change from current fee)

<u>Ordinance / Non-Ordinance Title</u>	<u>NOTES</u>	<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2014 Schedule</u>	<u>FY 2015 Schedule</u>	<u>Suggested FY 2016 Schedule</u>
Non-Ordinance		First Adult, Non-Resident/Family Rate	FY 11	\$540.00	\$540.00 per year	\$540.00
Non-Ordinance		Second Adult, Resident/Family Rate	FY 11	\$180.00	\$180.00 per year	\$180.00
Non-Ordinance		Second Adult, Non-Resident/Family Rate	FY 11	\$300.00	\$300.00 per year	\$300.00
Non-Ordinance		Maximum Per Family, Resident/Family Rate	FY 11	\$720.00	\$720.00 per year	\$720.00
Non-Ordinance		Maximum Per Family, Non-Resident/Family Rate	FY 11	\$720.00	\$720.00 per year	\$720.00
		Swimming Lessons (rates based on a 8 lesson Session)				
		Resident Member	FY 11	\$30.00	\$30.00	\$30.00
		Resident Non-Member	FY 11	\$45.00	\$45.00	\$45.00
		Non-Resident Member	FY 11	\$65.00	\$65.00	\$65.00
		Non-Resident Non-Member	FY 11	\$100.00	\$100.00	\$100.00
Non-Ordinance		Pool Rental	FY 11	\$150.00	\$150.00 per hour	\$150.00
Non-Ordinance		per staff	FY 09	\$40.00	\$40.00	\$40.00
		New Member Processing Fee	FY 11	\$25.00	\$25.00	\$25.00
		RECREATION-OUTDOOR POOL				
Non-Ordinance	The Recreation Department reported the following Outdoor Pool usage: 2013 2014 Revenue Collected \$31,259 \$28,727	18 & Under, Resident	PRE FY 02	\$0.00	\$0.00 per day	\$0.00
Non-Ordinance		18 & under, Non-Resident	FY 12	\$2.00	\$2.00 per day	\$2.00
Non-Ordinance		19 & Over, Resident	FY 12	\$2.00	\$2.00 per day	\$2.00
Non-Ordinance		19 & over, Non-Resident	FY 12	\$4.00	\$4.00 per day	\$4.00
			RECREATION-MISCELLANEOUS			
Non-Ordinance		Field/Gym-Organized Teams(all inclusive)	FY 14	\$30.00	\$30.00 per team	\$30.00
Non-Ordinance		Practice-Field/Gym use (does not apply to youth athletics including Little League)	FY 12	\$20.00	\$20.00	\$20.00
		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 person	\$20.00
Non-Ordinance		Electrical Light Usage at Ballfields(does not apply to youth athletics)	FY 14	\$60.00	\$60.00	\$60.00
Non-Ordinance		Room Rental	PRE FY 02	\$10.00	\$10.00	\$10.00

**City of Portsmouth
Fee Schedule
Recreation**

* (Indicates change from current fee)

<u>Ordinance / Non-Ordinance Title</u>	<u>NOTES</u>	<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2014 Schedule</u>	<u>FY 2015 Schedule</u>	<u>Suggested FY 2016 Schedule</u>
Non-Ordinance	FY 14 Boat Launch fees collected: \$9,570.00	Peirce Island Boat Launch:				
Non-Ordinance		Boat Launch (Non-Resident)	FY 14	\$150.00	\$150.00 per season	\$150.00
Non-Ordinance		Boat Launch (Non-Resident)	FY 14	\$20.00	\$20.00 per launch	\$20.00
Non-Ordinance		Kayaks, non-motorized (Non-Resident)	FY 14	\$10.00	\$10.00 per launch	\$10.00
Non-Ordinance		Kayaks, non-motorized (Non-Resident)	FY 14	\$75.00	\$75.00 per season	\$75.00
Non-Ordinance		Commercial (Non-Resident)	FY 14	\$50.00	\$50.00 per launch	\$50.00

City of Portsmouth
Fee Schedule
Health Department

* (Indicates change from current fee)

<u>Ordinance / Non-Ordinance</u> Title	NOTES	<u>Description</u>	<u>Fiscal Year</u> <u>Last Adjusted</u>	<u>FY 2014</u> <u>Schedule</u>	<u>FY 2015</u> <u>Schedule</u>	<u>Suggested</u> <u>FY 2016</u> <u>Schedule</u>
HEALTH						
FY 13 Health Permits were as follows:						
	# of Permits	Fees Collected	Class			
Non-Ordinance	5	\$2,500.00	A4 Restaurants (400 + seating capacity)	FY 14	\$500.00 \$500.00	Annually \$500.00
Non-Ordinance	8	\$2,800.00	A3 Restaurants (300-399 seating capacity)	FY 14	\$450.00 \$450.00	Annually \$450.00
Non-Ordinance	15	\$5,250.00	A2 Restaurants (200-299 seating capacity)	FY 14	\$400.00 \$400.00	Annually \$400.00
Non-Ordinance	42	\$14,700.00	A1 Restaurants (100-199 seating capacity)	FY 07	\$350.00 \$350.00	Annually \$350.00
Non-Ordinance	9	\$2,700.00	B Restaurants (76-99 seating capacity)	FY 07	\$300.00 \$300.00	Annually \$300.00
Non-Ordinance	32	\$7,680.00	C Restaurants (51-75 seating capacity)	FY 07	\$240.00 \$240.00	Annually \$240.00
Non-Ordinance	25	\$4,500.00	D Restaurants (26-50 seating capacity)	FY 07	\$180.00 \$180.00	Annually \$180.00
Non-Ordinance	97	\$12,125.00	E Restaurants (0-25 seating capacity)	FY 07	\$125.00 \$125.00	Annually \$125.00
Non-Ordinance			E Bakeries	FY 07	\$125.00 \$125.00	Annually \$125.00
Non-Ordinance			E Markets or stores with less than 2 food preparation areas selling prepared foods and inc. fish markets, seafood stores and fish processing facilities	FY 07	\$125.00 \$125.00	Annually \$125.00
Non-Ordinance			E Catering	FY 07	\$125.00 \$125.00	Annually \$125.00
Non-Ordinance	8	\$2,800.00	F Supermarkets	FY 14	\$500.00 \$500.00	Annually \$500.00
Non-Ordinance	5	\$400.00	G Bed and Breakfast Operations	FY 07	\$80.00 \$80.00	Annually \$80.00
Non-Ordinance			G Nursing Home (Food Service)	FY 07	\$80.00 \$80.00	Annually \$80.00
Non-Ordinance	31	\$1,550.00	H Prepackaged Foods (movie theaters, gas stations, video, candy, department, drug stores)	PRE FY 02	\$50.00 \$50.00	Annually \$50.00
Non-Ordinance	9	\$1,800.00	M Mobile Food Operations	FY 12	\$200.00 \$200.00	Annually \$200.00
Non-Ordinance	Individual occurrences not tracked		T Temporary Food Permit (Portsmouth business with food service permit exempt)	FY 14	\$125.00 \$125.00	(up to two (2) weeks before the day of the event) \$125.00
Non-Ordinance	Individual occurrences not tracked			PRE FY 02	\$100.00 \$100.00	(additional thereafter) \$100.00
Non-Ordinance	Individual occurrences not tracked		TT Sampling for non potentially hazardous foods (14 days or less) (Portsmouth business with food service permit exempt)	FY 10	\$15.00 \$15.00	(up to four (4) weeks before the day of the event) \$15.00
Non-Ordinance				FY 10	\$40.00 \$40.00	(additional thereafter) \$40.00
Non-Ordinance	2	\$300.00	V Limited Events (1 to 4 events per year)	FY 14	\$150.00 \$150.00	\$150.00
Non-Ordinance	31	\$4,340.00	W Farmer's Market Permit (period 5/01/xx-11/01/xx)	FY 07	\$140.00 \$140.00	Annually \$140.00
Non-Ordinance	11	\$0.00	X No Fee for Health Department Permits: Religious Organizations Youth Groups			

**City of Portsmouth
Fee Schedule
Health Department**

* (Indicates change from current fee)

<u>Ordinance / Non-Ordinance</u> Title	NOTES	<u>Description</u>	<u>Fiscal Year</u> <u>Last Adjusted</u>	<u>FY 2014</u> <u>Schedule</u>	<u>FY 2015</u> <u>Schedule</u>	<u>Suggested</u> <u>FY 2016</u> <u>Schedule</u>	
		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.					
Non-Ordinance		Y Fundraiser Permit	FY 14	\$200.00	\$200.00 per event	\$200.00	
		Inspection Fees:					
Non-Ordinance		Family Day Care & Foster Care	FY 16	No Fee	No Fee Every 3 years	* \$10.00	
Non-Ordinance		Z Daycare with more than 100 children	FY 16	N/A	N/A Every 3 years	* \$100.00	

**City of Portsmouth
Fee Schedule
Parking / Transportation**

* (Indicates change from current fee)

Ordinance / Non-Ordinance Title	NOTES	Description	Fiscal Year Last Adjusted	FY 2014 Schedule	FY 2015 Schedule	Suggested FY 2016 Schedule
Chapter 6: Article XIII Section 1307						
Vendor from Motor Vehicle	FY 13-No permits issued	Vendor From Motor Vehicle Permit April 15- November 15	FY 10	\$5,000.00	\$5,000.00	Minimum Bid \$5,000.00
Non-Ordinance						
Valet Parking	FY 14 - 0 vendors \$0	Valet - from non High Occupancy Metered Parking Spaces	FY 10	\$10.00	\$10.00	space per day \$10.00
	FY 14 - 0 vendor \$0	Valet - from High Occupancy Metered Parking Spaces	FY 14	\$15.00	\$15.00	space per day \$15.00
	FY 14 - 3 permits issued \$1,500	Valet - from Commercial Loading Zone	FY 10	\$500.00	\$500.00	annually \$500.00
Chapter 7: Article I Section 114A						
Construction Permit	Revenue: FY 12 \$27,890 FY 13 \$71,392 FY 14 \$133,004	Temporary Metered Parking Space Permit	FY 13	\$30.00	\$30.00	Per Day \$30.00
Construction Permit		Temporary Metered Parking Space Permit	FY 16	N/A	N/A	High Occupancy Space Per Day * \$45.00
Chapter 7: Article III Section 321G						
Snow Emergency-Parking Ban		Resident Snow Ban Rate for Parking in High Hanover Parking Facility	FY 07	\$3.00	\$3.00	per Snow Ban Event \$3.00
Chapter 7: Article IV Section 402 C						
High Hanover Parking Garage	Hourly rate revenue: FY 12 \$1,338,958 FY 13 \$1,318,963 FY 14 \$1,464,658	Rates	FY 14	\$1.00	\$1.00	Hourly Rate * \$1.25
	Monthly pass revenue: FY12 \$595,950 FY 13 \$756,815 FY 14 \$778,645		FY 13	Free	Free	Resident-Sunday Free
	Pass Reinstatement revenue: FY 12 \$2,865 FY 13 \$3,265 FY 14 \$3,905		FY 15	\$50.00	\$65.00	Monthly Pass Nighttime (7pm-7am) \$65.00
	Monthly passes as of Dec 14 as follows: 361 - \$135 per month (24 hr passes) 387 - \$110 per month (day passes) 0 - \$65 per month (night passes) 100 on waiting list		FY 15	\$80.00	\$110.00	Monthly Pass Daytime (7am-7pm) \$110.00
			FY 15	\$100.00	\$135.00	Monthly Pass 24 hr \$135.00
			FY 03	\$50.00	\$50.00	per booklet of 100 validation stamps * \$75.00
			FY 11	\$15.00	\$15.00	Lost Ticket Fee/Max Daily rate \$15.00
			FY 08	\$35.00	\$35.00	Garage Pass Deposit * \$100.00
			FY 08	\$15.00	\$15.00	Pass Reinstatement Fee-Leaseholders \$15.00
			FY 02	\$3.00	\$3.00	Special Event Parking * \$5.00
		Electric Vehicle Reserved parking	FY 13	\$1.25	\$1.25	Per Hour Charge \$1.25
Chapter 7: Article IV Section 408						
Boat launch	FY 14- 0 permits issued	Peirce Island Overnight Boat Launch Parking	FY 10	\$5.00	\$5.00	Nightly \$5.00
Chapter 7: Article VI Section 604						
Truck Loading/Unloading Zones	FY 14 - 77 permits issued for \$1,925	Commercial Loading Zone Permit	FY 10	\$25.00	\$25.00	Annually * \$40.00

**City of Portsmouth
Fee Schedule
Parking / Transportation**

* (Indicates change from current fee)

<u>Ordinance / Non-Ordinance Title</u>	NOTES	<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2014 Schedule</u>	<u>FY 2015 Schedule</u>	<u>Suggested FY 2016 Schedule</u>
Chapter 7: Article IX Section 903						
Summons Administration Fee	Revenue: FY 12 \$11,016 FY 13 \$2,900 FY 14 \$1,200	Summons Administration Fee	FY 08	\$75.00	\$75.00	* \$150.00
Chapter 7: Article X Section 1004B						
Towing	Revenue: FY 12 \$11,219 FY 13 \$15,750 FY 14 \$9,225	Boot Removal Administration Fee	FY 15	\$75.00	\$150.00	\$150.00

**City of Portsmouth
Fee Schedule
Water / Sewer Divisions**

* (Indicates change from current fee)

<u>Ordinance / Non-Ordinance</u>	NOTES	<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2014 Schedule</u>	<u>FY 2015 Schedule</u>	<u>Suggested FY 2016 Schedule</u>
Chapter 11: Article II Section 204						
Private Sewage Disposal	see Chapter 15, Part II of II: Section 106.5.2 for Septic System fee(per dwelling)	Inspection Fee	PRE FY 02	N/A	N/A	N/A
Chapter 11: Article II Section 205						
Building Sewers and Connections		Permit and Inspection Fee	FY 15	\$10.00	\$25.00 New Customer	\$25.00
Storm Water Connection Permit Fee (Dependent upon revision of ordinance)		Permit and Inspection Fee	FY 15	\$200.00	\$250.00 New Customer	\$250.00
Industrial Discharge Permit Fee, Including Permit Renewals		Class 1, Permit and Inspection Fee	FY 08	Consultant Based	Consultant Based Fee	Consultant Based Fee
Industrial Discharge Permit Fee, Including Permit Renewals		Class 2, Permit and Inspection Fee	FY 08	Consultant Based	Consultant Based Fee	Consultant Based Fee
Industrial Discharge Permit Fee, Including Permit Renewals		Class 3, Permit and Inspection Fee	FY 08	\$500.00	\$500.00 New Customer	\$500.00
Industrial Discharge Permit Fee, Including Permit Renewals		Class 4, Permit and Inspection Fee	FY 08	\$500.00	\$500.00 New Customer	\$500.00
Industrial Discharge Permit Fee, Including Permit Renewals		Class 5, Permit and Inspection Fee	FY 08	\$500.00	\$500.00 New Customer	\$500.00
Oil and Grease Trap Permit Fee		Permit and Inspection Fee	FY 15	\$100.00	\$150.00 New Customer	\$150.00
Oil and Grease Trap Permit Renewal Fee		Permit and Inspection Fee	FY 15	\$50.00	\$75.00 Annual	\$75.00

Non-Ordinance	FY14 Occurrences were as follows		WATER and SEWER FEES				
	Occurrences	Revenue					
Non-Ordinance			Finance Charge, Unpaid balances after due date	PRE FY 02	18% annual	18% annual	18% annual
Non-Ordinance	169	\$5,070	Turn On	FY 14	\$30.00	\$30.00 per occurrence	* \$40.00
Non-Ordinance	166	\$4,980	Turn Off	FY 14	\$30.00	\$30.00 per occurrence	* \$40.00
Non-Ordinance	378	\$15,120	Final Billing Request	FY 14	\$40.00	\$40.00 per occurrence	\$40.00
Non-Ordinance			Hydrant Rental Deposit	FY 08	\$1,000.00	\$1,000.00 per occurrence	\$1,000.00
Non-Ordinance	Occurrences not tracked individually		Yearly Account History	PRE FY 02	\$10.00	\$10.00 per occurrence	\$10.00
Non-Ordinance	10	\$350	Frozen Meter Repairs =< 1 1/2"	FY 15	\$35.00	\$50.00 per occurrence	\$50.00
Non-Ordinance			Frozen Meter Repairs >1 1/2"	FY 15	\$50.00	\$100.00 per occurrence	\$100.00
			If parts exceed the minimum charge, customer is charged for parts.				
Non-Ordinance	6	\$1,140	Emergency Callout	FY 15	\$190.00	\$200.00 per occurrence	\$200.00
			Based on current wages + benefits				
			Minimum callout=4 hours overtime per union contracts				

**City of Portsmouth
Fee Schedule
Water / Sewer Divisions**

* (Indicates change from current fee)

<u>Ordinance / Non-Ordinance</u>	NOTES	<u>Description</u>	Fiscal Year	FY 2014	FY 2015	Suggested
			<u>Last Adjusted</u>	<u>Schedule</u>	<u>Schedule</u>	<u>FY 2016</u>
Title						
Non-Ordinance		Meter Testing <1 1/2"	FY 14	\$50.00	\$50.00 per occurrence	\$50.00
Non-Ordinance		Meter Testing >=1 1/2"	FY 14	\$70.00	\$70.00 per occurrence	\$70.00
		When requested by customer, (if meter test fails no charge to customer)				
Non-Ordinance		Water Services Application Fee	FY 15	\$100.00	\$150.00 per occurrence	\$150.00
Non-Ordinance		Meter Reading System Repairs	FY 12	\$50.00	\$50.00 per occurrence	\$50.00
Non-Ordinance		Plus cost of parts				
Non-Ordinance		Fire Flow Testing	FY 13	\$200.00	\$200.00 per Test	\$200.00
Non-Ordinance		Fire Services, Fee per Month				
Non-Ordinance		1"	FY 08	\$2.55	\$2.55 monthly	\$2.55
Non-Ordinance		1 1/2"	FY 08	\$3.82	\$3.82 monthly	\$3.82
Non-Ordinance		2"	FY 08	\$5.09	\$5.09 monthly	\$5.09
Non-Ordinance		2 1/2"	FY 08	\$7.64	\$7.64 monthly	\$7.64
Non-Ordinance		3"	FY 08	\$12.22	\$12.22 monthly	\$12.22
Non-Ordinance		4"	FY 15	\$19.35	\$19.41 monthly	* \$19.00
Non-Ordinance		5"	FY 15	\$31.57	\$32.32 monthly	* \$33.00
Non-Ordinance		6"	FY 15	\$38.69	\$42.37 monthly	* \$46.00
Non-Ordinance		8"	FY 15	\$71.28	\$81.35 monthly	* \$91.00
Non-Ordinance		10"	FY 15	\$107.93	\$120.09 monthly	* \$152.00
Non-Ordinance		12"	FY 15	\$162.88	\$200.96 monthly	* \$239.00
Non-Ordinance	1,038	\$103,800 Hydrant Rentals to Municipalities per hydrant	FY 15	\$100.00	\$150.00 Annually	* \$175.00
Non-Ordinance	2,339	\$116,950 Backflow Test	FY 15	\$50.00	\$55.00 per occurrence	\$55.00
Non-Ordinance	Occurrences not tracked individually	Permits	FY 15	\$25.00	\$50.00 per occurrence	\$50.00
Non-Ordinance	Occurrences not tracked individually	Test Only	PRE FY 02	\$10.00	\$10.00 per occurrence	\$10.00
Non-Ordinance	Occurrences not tracked individually	Test and Sampling	FY 14	\$50.00	\$50.00 per occurrence	\$50.00
Non-Ordinance		Sewer Surcharges-BOD Portsmouth	FY 15	\$0.12	\$0.20 per LB	\$0.20
Non-Ordinance	not tracked by location	Pease	FY 15	\$0.12	\$0.20 per LB	\$0.20
Non-Ordinance		TSS Portsmouth	FY 15	\$0.13	\$0.17 per LB	\$0.17
Non-Ordinance	not tracked by location	Pease	FY 15	\$0.13	\$0.17 per LB	\$0.17
Non-Ordinance	1,857 M gals	\$111,446 Dumping Fees per 1,000 gals	FY 05	\$60.00	\$60.00 per 1,000 gallons	* \$65.00
Non-Ordinance	Occurrences not tracked individually	Recreation Vehicles	FY 12	\$25.00	\$25.00 per 1,000 gallons	\$25.00
Non-Ordinance	Occurrences not tracked individually	Sewer Connection Permits, as req'd ENV-WQ 703.07	FY 15	\$100.00	\$150.00 new customer	\$150.00
(Dependent upon revision of ordinance)		Sewer Connection Fees	FY 15	\$250.00	\$350.00 new customer	\$350.00
Non-Ordinance	307	\$4,605 Equipment Rate (Water & Sewer) - Pick Up	FY 12	\$15.00	\$15.00 per hour	\$15.00

**City of Portsmouth
Fee Schedule
Water / Sewer Divisions**

* (Indicates change from current fee)

<u>Ordinance / Non-Ordinance</u>	NOTES	<u>Description</u>	<u>Fiscal Year</u> <u>Last Adjusted</u>	<u>FY 2014</u> <u>Schedule</u>	<u>FY 2015</u> <u>Schedule</u>	<u>Suggested</u> <u>FY 2016</u> <u>Schedule</u>	
Non-Ordinance	75	\$3,375	Backhoe	FY 14	\$45.00	\$45.00 per hour	* \$50.00
Non-Ordinance	96	\$6,720	Excavator	FY 14	\$70.00	\$70.00 per hour	* \$75.00
Non-Ordinance	176	\$7,920	Dump	FY 14	\$45.00	\$45.00 per hour	* \$50.00
Non-Ordinance			Compressor	FY 14	\$10.00	\$10.00 per hour	\$10.00
Non-Ordinance			Pump	FY 14	\$15.00	\$15.00 per hour	\$15.00
Non-Ordinance			Roller	FY 14	\$25.00	\$25.00 per hour	* \$30.00
Non-Ordinance			Loader	FY 14	\$55.00	\$55.00 per hour	* \$60.00
Non-Ordinance			Steamer	FY 14	\$15.00	\$15.00 per hour	\$15.00
Non-Ordinance			Sewer Rodder	FY 14	\$25.00	\$25.00 per hour	* \$30.00
Non-Ordinance	14	\$980	Vactor	FY 14	\$70.00	\$70.00 per hour	* \$75.00
Non-Ordinance			Paver	FY 14	\$20.00	\$20.00 per hour	* \$25.00
Non-Ordinance			TV Camera Vehicle	FY 14	\$70.00	\$70.00 per hour	* \$75.00
Ordinance	FY 14	\$196,002	Water - Capacity Improvement Multiplier (CIM) EDU = equivalent dwelling unit	FY 15	\$652.00	\$1,300.00 per EDU New Service	\$1,300.00
Ordinance	FY 14	\$198,953	Sewer - Capacity Improvement Multiplier (CIM) EDU = equivalent dwelling unit	FY 15	\$744.00	\$1,800.00 per EDU New Service	\$1,800.00

**City of Portsmouth
Fee Schedule
Library**

* (Indicates change from current fee)

<u>Ordinance / Non-Ordinance Title</u>	<u>NOTES</u>	<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2014 Schedule</u>	<u>FY 2015 Schedule</u>	<u>Suggested FY 2016 Schedule</u>
LIBRARY						
Non-Ordinance	FY 14 Library Card collections of \$35,195	Non-Resident Library Card	FY 15	\$80.00	\$90.00	\$90.00
Non-Ordinance		Non-Resident Library Card-1/2 year	FY 15	\$45.00	\$50.00	\$50.00
Non-Ordinance		Non-Resident Library Card-Senior Rate	FY 15	\$75.00	\$80.00	\$80.00
Non-Ordinance		Non-Resident Library Card-Senior Rate 1/2 rate	FY 15	\$40.00	\$45.00	\$45.00

**City of Portsmouth
Fee Schedule
Prescott Park**

*** (Indicates change from current fee)**

<u>Ordinance / Non-Ordinance Title</u>	<u>NOTES</u>	<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2014 Schedule</u>	<u>FY 2015 Schedule</u>	<u>Suggested FY 2016 Schedule</u>
Chapter 8: Article II Section 202 E 7 b						
Park Property-						
Daytime Docking Fees	Fiscal Year 2013 revenue collected was \$ 40,707.	RESIDENT (May 1-Sep 30)				
		Craft up to twenty (20) ft in length overall	FY 15	\$2.00	\$3.00 Per Hour	\$3.00
		For craft twenty-one (21) ft to forty (30) ft overall	FY 15	\$3.00	\$4.00 Per Hour	\$4.00
		For craft thirty-one (31) ft to forty (40) ft overall	FY 15	\$4.00	\$5.00 Per Hour	\$5.00
		For craft over forty-one (41) ft to fifty (50) ft overall	FY 15	\$5.00	\$7.00 Per Hour	\$7.00
		For craft over fifty (50) ft overall	FY 15	\$6.00	\$8.00 Per Hour	\$8.00
		NON-RESIDENT (May 1-Sep 30)				
		Craft up to twenty (20) ft in length overall	FY 15	\$5.00	\$6.00 Per Hour	\$6.00
		For craft twenty-one (21) ft to forty (30) ft overall	FY 15	\$8.00	\$9.00 Per Hour	\$9.00
		For craft thirty-one (31) ft to forty (40) ft overall	FY 15	\$10.00	\$12.00 Per Hour	\$12.00
		For craft over forty-one (41) ft to fifty (50) ft overall	FY 15	\$12.00	\$15.00 Per Hour	\$15.00
		For craft over fifty (50) ft overall	FY 15	\$15.00	\$18.00 Per Hour	\$18.00
Park Property-24 Hour Docking Fees		RESIDENT (May 1-Sep 30)				
(to be paid in advance)		Craft up to twenty (20) ft in length overall	FY 15	\$25.00	\$30.00 Per Day	\$30.00
		For craft twenty-one (21) ft to forty (30) ft overall	FY 15	\$30.00	\$35.00 Per Day	\$35.00
		For craft thirty-one (31) ft to forty (40) ft overall	FY 15	\$35.00	\$40.00 Per Day	\$40.00
		For craft over forty-one (41) ft to fifty (50) ft overall	FY 15	\$40.00	\$50.00 Per Day	\$50.00
		For craft over fifty (50) ft overall	FY 15	\$55.00	\$60.00 Per Day	\$60.00
		NON-RESIDENT (May 1-Sep 30)				
		Craft up to twenty (20) ft in length overall	FY 15	\$35.00	\$40.00 Per Day	\$40.00
		For craft twenty-one (21) ft to forty (30) ft overall	FY 15	\$50.00	\$60.00 Per Day	\$60.00
		For craft thirty-one (31) ft to forty (40) ft overall	FY 15	\$70.00	\$80.00 Per Day	\$80.00
		For craft over forty-one (41) ft to fifty (50) ft overall	FY 15	\$85.00	\$100.00 Per Day	\$100.00
		For craft over fifty (50) ft overall	FY 15	\$100.00	\$120.00 Per Day	\$120.00
		RESIDENT (Oct 1-Apr 30)				
		Craft up to twenty (20) ft in length overall	FY 15	\$1.00	\$2.00 Per Hour	\$2.00
		For craft twenty-one (21) ft to forty (30) ft overall	FY 15	\$1.00	\$2.00 Per Hour	\$2.00
		For craft thirty-one (31) ft to forty (40) ft overall	FY 15	\$2.00	\$4.00 Per Hour	\$4.00
		For craft over forty-one (41) ft to fifty (50) ft overall	FY 15	\$3.00	\$6.00 Per Hour	\$6.00

**City of Portsmouth
Fee Schedule
Prescott Park**

* (Indicates change from current fee)

Ordinance / Non-Ordinance
Title

NOTES

<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2014 Schedule</u>	<u>FY 2015 Schedule</u>	<u>Suggested FY 2016 Schedule</u>
For craft over fifty (50) ft overall	FY 15	\$3.00	\$6.00 Per Hour	\$6.00
NON-RESIDENT (Oct 1-Apr 30)				
Craft up to twenty (20) ft in length overall	FY 15	\$3.00	\$4.00 Per Hour	\$4.00
For craft twenty-one (21) ft to forty (30) ft overall	FY 15	\$4.00	\$6.00 Per Hour	\$6.00
For craft thirty-one (31) ft to forty (40) ft overall	FY 15	\$5.00	\$7.00 Per Hour	\$7.00
For craft over forty-one (41) ft to fifty (50) ft overall	FY 15	\$6.00	\$8.00 Per Hour	\$8.00
For craft over fifty (50) ft overall	FY 15	\$8.00	\$10.00 Per Hour	\$10.00
RESIDENT (Oct 1-Apr 30)				
Craft up to twenty (20) ft in length overall	FY 15	\$13.00	\$15.00 Per Day	\$15.00
For craft twenty-one (21) ft to forty (30) ft overall	FY 15	\$15.00	\$18.00 Per Day	\$18.00
For craft thirty-one (31) ft to forty (40) ft overall	FY 15	\$18.00	\$20.00 Per Day	\$20.00
For craft over forty-one (41) ft to fifty (50) ft overall	FY 15	\$20.00	\$25.00 Per Day	\$25.00
For craft over fifty (50) ft overall	FY 15	\$28.00	\$30.00 Per Day	\$30.00
NON-RESIDENT (Oct 1-Apr 30)				
Craft up to twenty (20) ft in length overall	FY 15	\$18.00	\$20.00 Per Day	\$20.00
For craft twenty-one (21) ft to forty (30) ft overall	FY 15	\$25.00	\$30.00 Per Day	\$30.00
For craft thirty-one (31) ft to forty (40) ft overall	FY 15	\$35.00	\$40.00 Per Day	\$40.00
For craft over forty-one (41) ft to fifty (50) ft overall	FY 15	\$43.00	\$50.00 Per Day	\$50.00
For craft over fifty (50) ft overall	FY 15	\$50.00	\$60.00 Per Day	\$60.00
Park Property-Seasonal Rental Docking Fees	RESIDENT (April 1 - November 1)	FY 15	\$100.00 \$110.00 Per Season per boat foot	\$110.00
	NON-RESIDENT (April 1 - November 1)	FY 15	\$120.00 \$135.00 Per Season per boat foot	\$135.00
Park Property-Docking Utility Access Fees	Dock Utility Access:			
	Resident	FY 15	N/A \$10.00 per Night	\$10.00
	Non Resident	FY 15	N/A \$10.00 per Night	\$10.00

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CITY OF PORTSMOUTH, NEW HAMPSHIRE
GENERAL FUND APPROPRIATION BILL
FOR FISCAL YEAR ENDING JUNE 30, 2016

RESOLUTION #12-2015

A RESOLUTION MAKING APPROPRIATION OF SUMS FOR ALL THE NECESSARY GENERAL FUND EXPENDITURES FOR THE OPERATION OF GENERAL OPERATING DEPARTMENTS AND SERVICES OF THE CITY OF PORTSMOUTH, NEW HAMPSHIRE FOR THE FISCAL YEAR ENDING JUNE 30, 2016.

BE IT RESOLVED:

By the City Council of the City of Portsmouth, New Hampshire assembled, to defray the current General Fund Expenses of the City for the Fiscal Year ending June 30, 2016, for the specific purposes stated in the General Budget adopted herewith. Said sums to be appropriated from the General Fund Revenues as follows:

Department	Appropriation
General Government	\$17,635,940
Police	\$9,592,688
Fire	\$7,995,247
School	\$43,236,310
Collective Bargaining	\$490,000
Transfer to Indoor Pool	\$150,000
Non-Operating	\$22,333,517
Total	\$101,433,702

THAT, there is therefore appropriated the total sum of **One Hundred and One Million, Four Hundred Thirty-Three Thousand, Seven Hundred and Two (\$101,433,702) Dollars.**

APPROVED BY:

ROBERT J. LISTER, MAYOR

ADOPTED BY THE CITY COUNCIL:

KELLI L. BARNABY, MMC
CITY CLERK

City of Portsmouth
 FY 2016 Budget

Suggested Budget Reductions from City Manager Recommended FY 2016 Budget:

		Original Recommended	New Rcommended	Tax Rate Effect
1) Debt Service				
	Debt Service for Fire Heavy Rescue Unit	(142,500)		
	Projected savings from Library Debt Refunding	(40,000)		
	Reduction from Original Recommended	(182,500)	11,939,125	(11,756,625) (\$0.04)
2) Rolling Stock				
	Public Works 2003 Pick-Up	(20,000)		
	Police Reduce Rolling Stock	(20,000)		
	Fire 2007 Tahoe	(40,000)		
	School 2007 Sedan	(15,000)		
	Reduction from Original Recommended	(95,000)	904,860	(809,860) (\$0.02)
3) Overlay				
	Reduction from Original Recommended	(50,000)	1,000,000	(950,000) (\$0.01)
4) Capital Outlay				
	II-21 Refurbish-Fire Boat #1	(60,000)		
	II-33 land Acquisition	(25,000)		
	Reduction from Original Recommended	(85,000)	1,850,000	(1,765,000) (\$0.02)
	Total Reduction from Original Recommended	(412,500)		(11,756,625) (\$0.10)

Tax Rate History – Revised

	Tax Rate	\$ Rate Increase
FY11	17.41	
FY12	17.27	(0.14)
FY13	17.55	0.28
FY14	17.91	0.36
FY15	18.10	0.19
FY16 Proposed	18.48	0.38

Five-year average of 21 cents per year or 1.23% annually

The average of the November to November CPI for the past 5 years is 1.61%

Median Residential Home

\$319,100

	Tax Rate Increase	Annual Increase	Monthly Increase
Property Tax Increase	0.38	\$121.26	\$10.10

**CITY OF PORTSMOUTH, NEW HAMPSHIRE
GENERAL FUND APPROPRIATION BILL
FOR FISCAL YEAR ENDING JUNE 30, 2016**

RESOLUTION #12-2015

A RESOLUTION MAKING APPROPRIATION OF SUMS FOR ALL THE NECESSARY GENERAL FUND EXPENDITURES FOR THE OPERATION OF GENERAL OPERATING DEPARTMENTS AND SERVICES OF THE CITY OF PORTSMOUTH, NEW HAMPSHIRE FOR THE FISCAL YEAR ENDING JUNE 30, 2016.

BE IT RESOLVED:

By the City Council of the City of Portsmouth, New Hampshire assembled, to defray the current General Fund Expenses of the City for the Fiscal Year ending June 30, 2016, for the specific purposes stated in the General Budget adopted herewith. Said sums to be appropriated from the General Fund Revenues as follows:

Department	Appropriation
General Government	\$17,635,940
Police	\$9,592,688
Fire	\$7,995,247
School	\$43,236,310
Collective Bargaining	\$490,000
Transfer to Indoor Pool	\$150,000
Non-Operating	\$21,921,017
Total	\$101,021,202

THAT, there is therefore appropriated the total sum of **One Hundred and One Million, Twenty-One Thousand, Two Hundred and Two (\$101,021,202) Dollars.**

APPROVED BY:

ROBERT J. LISTER, MAYOR

ADOPTED BY THE CITY COUNCIL:

KELLI L. BARNABY, MMC
CITY CLERK

**CITY OF PORTSMOUTH, NEW HAMPSHIRE
ANNUAL SEWER FUND APPROPRIATION
AND CASH REQUIREMENTS
FOR THE FISCAL YEAR ENDING JUNE 30, 2016**

RESOLUTION #13-2015 **A RESOLUTION MAKING APPROPRIATION OF SUMS OF MONEY FOR ALL NECESSARY SEWER FUND EXPENSES FOR THE OPERATION OF THE SEWER SYSTEM OF THE CITY OF PORTSMOUTH, NEW HAMPSHIRE FOR THE FISCAL YEAR ENDING JUNE 30, 2016.**

BE IT RESOLVED: **BY THE CITY COUNCIL OF THE CITY OF PORTSMOUTH, NEW HAMPSHIRE, ASSEMBLED AS FOLLOWS:**

THAT, there is hereby an appropriated sum of **Ten Million, Eight Hundred Sixty-Four Thousand, Sixty Eight (\$10,864,068) Dollars** based on the full accrual basis of accounting to defray expenses for the operation of the sewer system for the City of Portsmouth.

THAT, there is hereby cash requirements of **Fifteen Million, Seven Hundred Forty Thousand, Five Hundred (\$15,740,500) Dollars** for the purpose of principal debt repayment, purchase of assets, funding of the rate stabilization reserve to increase net position, and to defray expenses for the operations of the sewer system.

THAT, the sewer user rate effective July 1, 2015 is **\$11.77** per unit (1 unit equals 100 cubic feet or 748 gallons of water consumed) for the first 10 units of consumption per month, and **\$12.95** per unit for all units used thereafter to yield a portion of revenue to meet the cash requirements for the operation of the City of Portsmouth's sewer system.

APPROVED BY:

ROBERT J. LISTER, MAYOR

ADOPTED BY THE CITY COUNCIL

KELLI L. BARNABY, MMC
CITY CLERK

**CITY OF PORTSMOUTH, NEW HAMPSHIRE
ANNUAL WATER FUND APPROPRIATION
AND CASH REQUIREMENTS
FOR THE FISCAL YEAR ENDING JUNE 30, 2016**

RESOLUTION #14-2015 **A RESOLUTION MAKING APPROPRIATION OF SUMS OF MONEY FOR ALL NECESSARY WATER FUND EXPENSES FOR THE OPERATION OF THE WATER SYSTEM OF THE CITY OF PORTSMOUTH, NEW HAMPSHIRE FOR THE FISCAL YEAR ENDING JUNE 30, 2016.**

BE IT RESOLVED: **BY THE CITY COUNCIL OF THE CITY OF PORTSMOUTH, NEW HAMPSHIRE, ASSEMBLED AS FOLLOWS:**

THAT, there is hereby appropriated the sum of **Seven Million, Nine Hundred Thirty-One Thousand, Two Hundred Seventy-Two (\$7,931,272) Dollars** based on the full accrual basis of accounting to defray expenses for the operations of the water system for the City of Portsmouth.

THAT, there is hereby cash requirements of **Nine Million, Four Hundred Twenty-One Thousand, Two Hundred Seven (\$9,421,207) Dollars** for the purpose of principal debt repayment, the purchase of assets, funding of the rate stabilization reserve to increase net position, and to defray expenses for the operations of the water system.

THAT, the water user rate effective July 1, 2015, is **\$4.15** per unit (1 unit equals 100 cubic feet or 748 gallons) for the first 10 units of water consumed per month, and **\$5.00** per unit for all units consumed thereafter to yield a portion of revenue to meet the cash requirements for the operation of the City of Portsmouth's water system.

APPROVED BY:

ROBERT J. LISTER, MAYOR

ADOPTED BY CITY COUNCIL

KELLI L. BARNABY, MMC
CITY CLERK

**CITY OF PORTSMOUTH, NEW HAMPSHIRE
ANNUAL APPROPRIATION FOR THE EXPENDITURE OF
SPECIAL REVENUES, DEBT SERVICE FUND, AND COMMITTED FUND
BALANCE FOR THE FISCAL YEAR ENDING JUNE 30, 2016**

RESOLUTION #15-2015 **A RESOLUTION MAKING APPROPRIATION OF SUMS OF MONEY FROM SPECIAL REVENUES, DEBT SERVICE FUND, AND COMMITTED FUND BALANCE FOR NECESSARY EXPENDITURES FOR THE FISCAL YEAR ENDING JUNE 30, 2016.**

BE IT RESOLVED: **BY THE CITY COUNCIL OF THE CITY OF PORTSMOUTH, NEW HAMPSHIRE, ASSEMBLED AS FOLLOWS:**

THAT, there is hereby appropriated supplemental funding from the General Fund Committed Health Insurance Fund Balance to defray the expenses of Health Insurance costs in excess of General Fund Appropriations for Health Insurance Premiums for Fiscal Year ending June 30, 2016.

THAT, there is hereby appropriated supplemental funding from the General Fund Committed Leave at Termination Fund Balance to defray the expenses of Leave at Termination in excess of General Fund Appropriations for Leave at Termination for Fiscal Year ending June 30, 2016.

THAT, there is hereby appropriated supplemental funding from any other General Fund Committed Fund Balance to defray expenses for Fiscal Year ending June 30, 2016.

THAT, there is hereby appropriated any sums necessary to pay debt service associated with Betterment Assessments, to include principal and interest, from a Debt Service Fund.

THAT, there is hereby appropriated any sums received from all Special Revenues received from, but not limited to, Federal, State, and Local Grants and Donations for Fiscal Year ending June 30, 2016.

THAT, there is hereby appropriated any sums received from Special Revenue Sources, to a maximum of **Eighteen Million (\$18,000,000) Dollars** for the purposes for which such sums may be lawfully expended.

APPROVED BY:

ROBERT J. LISTER, MAYOR

ADOPTED BY CITY COUNCIL

KELLI L. BARNABY, MMC
CITY CLERK

**CITY OF PORTSMOUTH, NEW HAMPSHIRE
ANNUAL APPROVAL OF INVESTMENT POLICY
FOR THE FISCAL YEAR ENDING JUNE 30, 2016**

**RESOLUTION #16-2015 A RESOLUTION APPROVING AN INVESTMENT POLICY FOR
THE FISCAL YEAR ENDING JUNE 30, 2016**

**RESOLVED: BY THE CITY COUNCIL OF THE CITY OF PORTSMOUTH,
NEW HAMPSHIRE, ASSEMBLED AS FOLLOWS:**

THAT, the following investment policy is hereby approved for Fiscal
Year ending June 30, 2016 in conformance with State Law.

The City of Portsmouth recognizes an investment program as one aspect of sound public financial management. The investment program aims at matching 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 over-all yield. New Hampshire State Statute (RSA 48:16) authorizes the City Treasurer as custodian of City funds to invest funds not immediately needed for the purpose of expenditure and requires the annual approval by the City Council of an investment policy.

SCOPE

This Policy applies to all financial assets of the City of Portsmouth. Interest earned on public funds will be considered public money, as is the principal invested. Both are resources to achieve a public purpose.

This policy does not include the Trust Funds. The Trust Funds adhere to the Investment Guidelines for the Trust Assets of the City which are adopted by the Trustees of the Trust Funds.

OBJECTIVES

1. Where circumstances may arise and/or in maintaining compliance with this policy, the security and maintenance of principal will take precedent over the security and maintenance of interest.
2. Investments selected shall provide reasonable liquidity as directed by cash flow.
3. The desired return of investments shall be maximized, subject to #1 and #2 above.
4. This investment program encourages participation by financial institutions with the assumption that retention of funds in the local community will, in addition to the direct benefit of investment earnings, benefit the local economy, promote orderly growth, and, in turn, enhance the tax base.
5. The City Finance Director/City Treasurer will endeavor to have 100% of available funds invested on a day-to-day basis.

DELEGATION OF RESPONSIBILITY

1. Administration of cash management is by the Finance Director/City Treasurer. The Finance Director/City Treasurer is responsible for setting major investment strategy and conducts the day to day execution of policy.
2. Whenever the Finance Director/City Treasurer has in custody an excess of funds which are not immediately needed for the purpose of expenditure, the Finance Director/City Treasurer shall invest these funds in eligible investments defined by RSA 48:16.

3. All participants in the investment process shall act prudently to safeguard the public funds and confidence. Cash Management procedures shall fit the legal requirements and organizational structure and adhere to the commonly accepted "Prudent Person Rule".
4. The Cash Management Program operates daily and requires routine procedures to implement it. The City Finance Director/Treasurer shall review cash management and banking services on a continual and ongoing basis to assure that the policy objectives are met.

ELIGIBLE INVESTMENT TRANSACTIONS

Eligible investments are defined by RSA 48:16; accordingly investments will be in the following types of instruments:

1. The Public Investment Pool established pursuant to RSA 383:22.
2. Deposits including money market accounts, or 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 the federal government with a branch within the state, or in obligations fully guaranteed as to principal and interest by the United States government.

Certificates of deposit which meet all of the following conditions:

- a) The funds are initially invested through a federally insured bank chartered under the laws of New Hampshire or the federal government with a branch within the state, selected by the Treasurer.
- b) The selected bank arranges for the deposit of the funds in certificates of deposit in one or more federally insured financial institutions located in the United States for the account of the Treasurer.
- c) The full amount of principal and any accrued interest of each such certificate of deposit is covered by federal deposit insurance.
- d) The selected bank acts as custodian with respect to such certificates of deposit issued for the account of the Treasurer.

SAFEKEEPING AND COLLATERALIZATION

The Finance Director/City Treasurer shall have custody of all moneys belonging to the City. The Finance Director/City Treasurer shall deposit the same in participation units in the public deposit investment pool established pursuant to RSA 383:22, or in federally insured banks chartered under the laws of New Hampshire or the federal government with a branch within the state, except that funds may be deposited in federally insured banks outside the state if such banks pledge and deliver to a third party custodial bank or the regional federal reserve bank collateral security for such deposits of the following types:

- (a) United States government obligations;
- (b) United States government agency obligations; or
- (c) Obligations of the State of New Hampshire in value at least equal to the amount of the deposit in each case.

ETHICS AND CONFLICTS OF INTEREST

The “Prudent Person Rule” shall be applied in the context of managing an overall portfolio. The authorized individuals acting in accordance with policy, exercising due diligence, and acting in good faith shall be relieved of personal responsibility for an individual investment’s credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments. Authorized individuals shall refrain from personal business activity that could conflict with the proper execution of the City’s investment program, or which could impair their ability to make impartial decisions.

APPROVED BY:

ROBERT J. LISTER, MAYOR

ADOPTED BY CITY COUNCIL

KELLI L. BARNABY, MMC
CITY CLERK