



SPECIAL COMMITTEE ON ACCOUNTS, ENROLLMENT AND REVENUE ADMINISTRATION

**September 7, 2021 at 5:00 PM
Aldermanic Chambers, City Hall (3rd Floor)**

Members: Aldermen O'Neil, Gamache, Hirschmann, Barry, Terrio

AGENDA

The Chairman calls the meeting to order.

The Clerk calls the roll.

1. Update on the City's Revolving Loan Fund.
Gentlemen, what is your pleasure?
2. Communication from Michele Bogardus, Deputy Finance Officer, submitting Finance Department reports as follows:
 - Accounts Receivable over 90 days
 - Aging Report
 - Outstanding Receivables**Gentlemen, what is your pleasure?**
3. Communication from Sharon Wickens, Finance Officer, regarding the City's Monthly Financial Report (unaudited) for the first month of fiscal year 2022.
Gentlemen, what is your pleasure?
4. Chairman O'Neil advises that ordinances are to be considered for consistency with the rules of the Board and requests the Clerk to make a presentation.

"An ordinance amending the Zoning Ordinance Chapter 155 of the City of Manchester Code of Ordinances to revise the definition of "family.""

"An ordinance amending the Zoning Ordinance Chapter 155 of the City of Manchester Code of Ordinances to revise the parking requirement for congregate housing."

If the Committee so desires, a motion would be in order that the ordinance amendments be enrolled.

If there is no further business, a motion is in order to adjourn.



Sharon Y. Wickens
Finance Officer

Michele A. Bogardus
Deputy Finance Officer

CITY OF MANCHESTER
Finance Department

July 30, 2021

Committee on Accounts, Enrollment & Revenue Administration
C/o Matthew Normand, City Clerk
One City Hall Plaza
Manchester, NH 03101

Dear Honorable Committee Members,

Attached for your review is a summary of the City's revolving and recovery loan accounts.

Respectfully submitted,

Michele A. Bogardus
Deputy Finance Officer

Enc.

REVOLVING & RECOVERY LOANS
7/30/2021

Loan #	Revolving Loan - City	Original Loan Date	Original Loan Maturity Date	Original Loan Amount	Current Principal Balance	Current Interest Balance	Loan Activity
1	Maax Inc	5/29/2007	5/1/2019	\$210,000.00	\$88,704.61	\$0.00	
2	Lazy Nicks	10/30/2009	10/30/2030	\$40,000.00	\$20,450.47	\$0.00	
3	Cedar & Oak	9/25/2008	1/1/2018	\$41,000.00	\$25,797.39	\$0.00	
4	Delisle Market	1/28/2010	10/15/2020	\$43,500.00	\$23,706.42	\$0.00	
5	Delisle Market - Energy Loan	1/28/2010	8/15/2020	\$20,000.00	\$12,601.35	\$0.00	

\$354,500.00 \$171,260.24 \$0.00

SUMMARY NOTES: Loans 1 & 2 - Status current and in good standing.
 Loan 3 - 30 days past due.
 Loans 4 & 5 - 60 days past due, sent to Solicitor's Office.

Loan #	Revolving Loan - MDC	Original Loan Date	Loan Maturity Date	Original Loan Amount	Current Principal Balance	Current Interest Balance	Loan Activity
6	844 Elm St	12/12/2003	11/12/2018	\$250,000.00	\$68,232.09	\$260.84	
7	Ancient Fire Mead & Cider	12/7/2017	12/15/2022	\$50,000.00	\$17,928.29	\$74.70	
8	To Share Brewing Company	6/28/2018	7/15/2023	\$40,000.00	\$0.00	\$0.00	Paid in full 7/16/21
9	Palace Theatre Trust	1/24/2019	10/1/2029	\$1,686,622.04	\$1,686,622.04	\$0.00	Interest calculated quarterly on outstanding principal amount due
10	Germania Front	1/20/2012	12/20/2022	\$500,000.00	\$93,087.55	\$518.96	Payment expected 8/5/21
				\$2,526,622.04	\$1,865,869.97	\$854.50	

SUMMARY NOTES: Loans 6 thru 9 - Status current and in good standing.
 Loan 10 - 30 days past due.

Loan #	Recovery Loans - MDC	Original Loan Date	Loan Maturity Date	Original Loan Amount	Current Principal Balance	Current Interest Balance	Loan Activity
11	JJD Central, LLC	7/23/2020	10/1/2023	\$15,000.00	\$11,333.88	\$18.89	
12	Sawaya Enterprises, Inc	7/23/2020	10/1/2025	\$25,000.00	\$21,407.41	\$35.68	
13	HS 1, LLC	3/26/2021	3/1/2026	\$25,000.00	\$24,581.55	\$40.97	
14	3 Kitchen Bar & Grill LLC	5/17/2021	5/1/2026	\$15,000.00	\$15,000.00	\$25.00	Payments to begin in September 2021
				\$80,000.00	\$72,322.84	\$120.54	

SUMMARY NOTES: Loans 11 thru 14 - Status current and in good standing.



Sharon Y. Wickens
Finance Officer

Michele A. Bogardus
Deputy Finance Officer

CITY OF MANCHESTER
Finance Department

August 6, 2021

Committee on Accounts, Enrollment & Revenue Administration
c/o Matthew Normand, City Clerk
One City Hall Plaza
Manchester, NH 03101

Dear Honorable Committee Members,

Attached is a summary of the City's accounts receivable over 90 days as well as an aging report. Also included is a list of outstanding receivables that have been submitted to the City Solicitor for review and determination of collectability.

In summary outstanding receivables over 90 days totals \$680,331 out of \$1,746,322 billed. July's outstanding receivables totaled \$765,144 out of \$3,316,789 billed.

Please let me know if you have any questions or require further information.

Respectfully submitted,

Michele Bogardus
Deputy Finance Officer

Enc.

**Summary of Accounts Receivable Over 90 Days
by Department - with Previous Month's Comparative**

Total Receivables Over 90 Days		8/6/2021	7/2/2021
	<u>Dept Code</u>	<u>Over 90 Days</u>	<u>Over 90 Days</u>
Airport	25	\$ 43,486.15	\$ 68,950.57
EPD	27	\$ 3,958.05	\$ 3,958.05
Parking Department	52	\$ 22,108.36	\$ 22,223.36
Total Enterprise Funds		\$ 69,552.56	\$ 95,131.98
Central Fleet Management	23	\$ 2,182.15	\$ 2,182.15
Fire Department	30	\$ 441,594.45	\$ 451,654.45
Health Department	41	\$ 29,961.64	\$ 71,232.87
Highway	50, 51	\$ 46,853.44	\$ 46,871.76
Information Systems	13	\$ 1,000.00	\$ 1,000.00
Parks & Recreation	65	\$ 8.00	\$ 8.00
Police Department	33,34,35,36	\$ 80,495.67	\$ 88,380.49
Welfare Department	60	\$ 8,682.60	\$ 8,682.60
Total General Fund		\$ 610,777.95	\$ 670,012.32
Grand Totals		<u>\$ 680,330.51</u>	<u>\$ 765,144.30</u>

General Fund receivables over \$10,000 by customer

Ernies's Excavation	34	\$ -	\$ 10,314.07
FEMA	30	\$ 419,452.63	\$ 419,452.63
FEMA	33	\$ 38,822.62	\$ 38,822.62
FEMA	41	\$ 28,999.27	\$ 70,270.50
State of NH	50	\$ 32,208.96	\$ 32,208.96
Salter School of Nursing	52	\$ 13,467.36	\$ 13,467.36
Totals		\$ 532,950.84	\$ 584,536.14

Explanation of Charges

MPD - Extra Details
FEMA Reimbursement - In-process
FEMA Reimbursement - In-process
FEMA Reimbursement - In-process
State of NH Grants - In-process
Parking - Referred to Solicitor

Total General Fund receivables over 90 days less over \$10,00	\$ 77,827.11	\$ 85,476.18
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City of Manchester NH - Receivables
Over 90 Days as of 8/6/2021

TYPE	CUST ID	NAME	TOTAL	CURRENT - 90 DAYS DUE	OVER 90 DAYS DUE
13	2572-13	MANCHESTER TRANSIT AUTH	\$ 1,000.00	\$ -	1,000.00
13 - INFORMATION SYSTEMS TOTALS			\$ 1,000.00	\$ -	\$ 1,000.00
23	2507-23	MANCHESTER HOUSING AUTH	\$ 4,134.24	\$ 3,696.66	\$ 437.58
23	3124	PINARD WASTE SYSTEM INC	\$ 4,809.05	\$ 3,898.95	\$ 910.10
23	17451	RYAN, MICHAEL	\$ 834.47	\$ -	\$ 834.47
23 - CENTRAL FLEET TOTALS			\$ 9,777.76	\$ 7,595.61	\$ 2,182.15
25	30833	COMCAST BUSINESS	\$ 3,909.15	\$ -	\$ 3,909.15
25	7519	DOT-FAA/TSA-AMZ-110	\$ 91,410.14	\$ 77,964.24	\$ 13,445.90
25	22188	DTG OPERATIONS, INC (TH	\$ 0.01	\$ -	\$ 0.01
25	33266	LEGACY AIRWAYS, LLC	\$ 25,643.27	\$ 15,037.21	\$ 10,606.06
25	16963	NH LIQUOR COMMISSION	\$ 464.42	\$ -	\$ 464.42
25	17931	SECURITYPOINT MEDIA, LL	\$ 756.80	\$ 378.40	\$ 378.40
25	24054	TSA/HSTS01-15-H-CKP049	\$ 34,258.49	\$ 19,576.28	\$ 14,682.21
25 - AIRPORT TOTALS			\$ 156,442.28	\$ 112,956.13	\$ 43,486.15
27	3072	A-BEE SEPTIC	\$ 1,048.08	\$ 1,038.08	\$ 10.00
27	3117	WIND RIVER ENVIROMENTAL	\$ 6,735.86	\$ 2,787.81	\$ 3,948.05
27 - EPD TOTALS			\$ 7,783.94	\$ 3,825.89	\$ 3,958.05
30	32476	1037-1045 ELM ST LLC	\$ 1,080.00	\$ -	\$ 1,080.00
30	30148	1200 ELM STREET LLC.	\$ 1,080.00	\$ -	\$ 1,080.00
30	20018	168 MMK ST. LLC	\$ 1,080.00	\$ -	\$ 1,080.00
30	28454	300 GAY ST ACQUISITION	\$ 1,716.75	\$ -	\$ 1,716.75
30	16889	323 CONCORD STREET, LLC	\$ 679.06	\$ -	\$ 679.06
30	30122	79 CARL DR. REALTY, LLC	\$ 2,724.30	\$ -	\$ 2,724.30
30	3022	95 MARKET STREET ASSOCI	\$ 540.00	\$ -	\$ 540.00
30	32271	99 MANCHESTER ST LLC.	\$ 540.00	\$ -	\$ 540.00
30	32887	ADT COMMERCIAL	\$ 125.41	\$ 7.00	\$ 118.41
30	26388	AIGEAN ALES	\$ 106.00	\$ 6.00	\$ 100.00
30	30102	BT PROPERTY LLC	\$ 1,620.00	\$ -	\$ 1,620.00
30	32930	CENTURY LINK	\$ 104.50	\$ -	\$ 104.50
30	32314	COMMONWEALTH COLLECTIVE	\$ 1,080.00	\$ -	\$ 1,080.00
30	2748	CVS ASSET PROTECTION SV	\$ 1,620.00	\$ -	\$ 1,620.00
30	8132-30	FEMA	\$ 734,690.72	\$ 315,238.09	\$ 419,452.63
30	7901	FERNANDO HILARION	\$ 540.00	\$ -	\$ 540.00
30	33289	FOUR ON ELM LLC	\$ 1,080.00	\$ -	\$ 1,080.00
30	174	GENERAL SERVICES ADM U	\$ 540.00	\$ -	\$ 540.00
30	7966	HARVEY INDUSTRIES	\$ 564.30	\$ -	\$ 564.30
30	12818	JUNE SEVENTH LLC	\$ 1,080.00	\$ -	\$ 1,080.00
30	30113	LEROCQUE, KRISTINE	\$ 1,350.00	\$ -	\$ 1,350.00
30	17580	MAHMOTORIC, MUHAREM	\$ 1,620.00	\$ -	\$ 1,620.00
30	32268	NOODZ	\$ 106.00	\$ 6.00	\$ 100.00
30	668	ODD FELLOWS BUILDING	\$ 540.00	\$ -	\$ 540.00
30	33288	REALTY INCOME CORPORATI	\$ 540.00	\$ -	\$ 540.00
30	16677	SUNBELT RENTALS	\$ 104.50	\$ -	\$ 104.50
30 - FIRE TOTALS			\$ 756,851.54	\$ 315,257.09	\$ 441,594.45
33	21994	CELLULAR FREEDOM, INC	\$ 26.62	\$ 2.36	\$ 24.26
33	8132-33	FEMA	\$ 38,822.62	\$ -	\$ 38,822.62

City of Manchester NH - Receivables
Over 90 Days as of 8/6/2021

TYPE	CUST ID	NAME	TOTAL	CURRENT - 90 DAYS DUE	OVER 90 DAYS DUE
33	19086	GOOD STILL	\$ 736.86	\$ -	\$ 736.86
33	2521-33	MANCHESTER POLICE DEPT	\$ 25,783.43	\$ 24,654.83	\$ 1,128.60
33	4301	US DEPARTMENT OF JUSTIC	\$ 15,827.50	\$ 15,501.75	\$ 325.75
34	32754	ATLANTIC PAVING	\$ 4,075.75	\$ -	\$ 4,075.75
34	30650	CONSOLIDATED COMMUNICAT	\$ 13,677.65	\$ 11,840.95	\$ 1,836.70
34	4313	EVERSOURCE ENERGY (BEDF	\$ 399.75	\$ -	\$ 399.75
34	32878	FRIENDS OF ANDREW YANG	\$ 476.00	\$ -	\$ 476.00
34	32541	KNIGHTS EXCAVATION	\$ 855.50	\$ -	\$ 855.50
34	18609-34	LIBERTY UTILITIES, INC	\$ 74,702.76	\$ 65,217.88	\$ 9,484.88
34	5647	MCGARVEYS SALOON	\$ 258.00	\$ -	\$ 258.00
34	17616	NBC NEWS	\$ 7,140.00	\$ -	\$ 7,140.00
34	33062	NEWMANS EXCAVATION	\$ 246.00	\$ -	\$ 246.00
34	64	SCHOOL ADMINISTRATIVE U	\$ 3,013.50	\$ 2,214.00	\$ 799.50
34	9601	SIGN GALLERY	\$ 327.25	\$ -	\$ 327.25
34	33316	ST MORITZ SECURITY SERV	\$ 492.00	\$ 246.00	\$ 246.00
34	15338	TD BANK	\$ 3,536.25	\$ -	\$ 3,536.25
34	33326	TOTAL HIGHWAY	\$ 984.00	\$ -	\$ 984.00
34	26740	TWIN STATE UTILITIES	\$ 638.00	\$ -	\$ 638.00
34	10381	WALMART	\$ 1,722.00	\$ -	\$ 1,722.00
34	24304	WHISKEY'S 20	\$ 1,290.00	\$ -	\$ 1,290.00
34	3165	WMUR	\$ 5,104.50	\$ -	\$ 5,104.50
35	32548	AAA	\$ 12.10	\$ 0.60	\$ 11.50
35	30778	BELLANTI, MICHAEL	\$ 14.65	\$ 0.60	\$ 14.05
35	16984	GEICO BF/NJ CLAIMS	\$ 12.55	\$ 0.60	\$ 11.95
33, 34, 35, & 36 - POLICE TOTALS			\$ 200,175.24	\$ 119,679.57	\$ 80,495.67
41	28345	COMMUNITY HEALTH ACCESS	\$ 5,364.33	\$ 4,401.96	\$ 962.37
41	8132-41	FEMA	\$ 53,168.92	\$ 24,169.65	\$ 28,999.27
41 - HEALTH TOTALS			\$ 58,533.25	\$ 28,571.61	\$ 29,961.64
50	8018	AHRENT, JEFFREY	\$ 269.38	\$ -	\$ 269.38
50	32661	ANNIELYS, SEDA	\$ 1.00	\$ -	\$ 1.00
50	32051	ASPROGIANNIS, STYLIANOS	\$ 82.04	\$ -	\$ 82.04
50	32987	AVELLA, MICHAEL	\$ 0.26	\$ -	\$ 0.26
50	32975	BAH, ABU	\$ 0.97	\$ -	\$ 0.97
50	32988	BALDIZAN, FRANK	\$ 337.50	\$ -	\$ 337.50
50	32206	BASSETT, SHANNA	\$ 277.97	\$ -	\$ 277.97
50	3321	BEAULIEU LINDQUIST REAL	\$ 1.57	\$ -	\$ 1.57
50	32489	BEDDINGTON, LINDA	\$ 29.26	\$ -	\$ 29.26
50	32376	BELMAIN, AMBER	\$ 8.74	\$ -	\$ 8.74
50	18675	BIRCH HILL TERRACE	\$ 8.54	\$ -	\$ 8.54
50	32530	BLACK WATER FIRE PROTEC	\$ 126.25	\$ -	\$ 126.25
50	32123	BRACCIO, ZENANDRE S.	\$ 193.84	\$ -	\$ 193.84
50	32585	BROWN, JEREMY	\$ 12.54	\$ -	\$ 12.54
50	31636	BUZZELL, JAMES	\$ 86.14	\$ -	\$ 86.14
50	32642	CABALLERY CONSTRUCTION	\$ 53.81	\$ -	\$ 53.81
50	33278	CERATO, JOSEPH	\$ 81.96	\$ 2.96	\$ 79.00
50	33140	CHANG, HSIU	\$ 1.84	\$ -	\$ 1.84

City of Manchester NH - Receivables
Over 90 Days as of 8/6/2021

TYPE	CUST ID	NAME	TOTAL	CURRENT - 90 DAYS DUE	OVER 90 DAYS DUE
50	32868	CHENEVERT, PATTI	\$ 80.00	\$ -	\$ 80.00
50	32979	CHRISTENSEN, CARL	\$ 0.42	\$ -	\$ 0.42
50	32286	COLON, JOSE	\$ 69.27	\$ -	\$ 69.27
50	33005	COOPER, ERIC	\$ 0.20	\$ -	\$ 0.20
50	32757	CORCORAN, JEFFREY	\$ 27.75	\$ -	\$ 27.75
50	31952	CUMMINGS, STEPHEN	\$ 73.16	\$ -	\$ 73.16
50	32758	CYR, SYNDEE	\$ 55.00	\$ -	\$ 55.00
50	11068	DEBRIS DOCTORS, LLC	\$ 3.29	\$ -	\$ 3.29
50	33023	DELISLE, VIVIAN	\$ 55.00	\$ -	\$ 55.00
50	31953	DESJARLAIS, STEPHEN	\$ 51.22	\$ -	\$ 51.22
50	32669	DONOVAN, ADAM	\$ 0.15	\$ -	\$ 0.15
50	28287	DOUGLAS, THOMAS	\$ 18.60	\$ -	\$ 18.60
50	32536	DROUIN, JOHN	\$ 141.10	\$ -	\$ 141.10
50	10353	DUBE, MARK	\$ 0.39	\$ -	\$ 0.39
50	7031	DUPONT, PIERRE	\$ 0.34	\$ -	\$ 0.34
50	217	EASTER SEALS NH INC	\$ 233.64	\$ 232.00	\$ 1.64
50	31144	EAVES, JOSHUA	\$ 44.20	\$ -	\$ 44.20
50	32524	EVERGREEN MANAGEMENT GR	\$ 1,414.86	\$ 872.81	\$ 542.05
50	3127	EVERSOURCE	\$ 5,482.22	\$ 5,460.50	\$ 21.72
50	33348	FABRIZIO, ANTHONY	\$ 67.85	\$ 1.10	\$ 66.75
50	33216	FELT, WILLIAM	\$ 67.45	\$ 3.76	\$ 63.69
50	33021	FOURNIER, NOAH	\$ 136.78	\$ 1.88	\$ 134.90
50	32675	FREEMAN, JOE	\$ 109.95	\$ -	\$ 109.95
50	32192	FURMAN, DAVID	\$ 82.29	\$ -	\$ 82.29
50	32348	GADSBY, DAVID	\$ 64.90	\$ -	\$ 64.90
50	33201	GARCIA, SERGIO	\$ 25.61	\$ 0.37	\$ 25.24
50	31599	GAUDET, SCOTT J.	\$ 66.65	\$ -	\$ 66.65
50	31031	GAW, ADAM K.	\$ 192.74	\$ -	\$ 192.74
50	31954	GINGRAS, ROBERTA	\$ 194.50	\$ -	\$ 194.50
50	33283	GRAMOLINI, JEANELLE	\$ 42.05	\$ 1.80	\$ 40.25
50	32982	HALL, DEREK	\$ 0.08	\$ -	\$ 0.08
50	3148	HANOVER HILL SIDING	\$ 443.14	\$ 442.75	\$ 0.39
50	31053	HENDRICKS, JAMES	\$ 16.84	\$ -	\$ 16.84
50	31533	HILARY, HENRY	\$ 23.42	\$ -	\$ 23.42
50	32370	HINSE, BRYAN	\$ 219.90	\$ -	\$ 219.90
50	33145	HOOKE, KEN	\$ 113.15	\$ 1.60	\$ 111.55
50	11438	HOOKESETT PAVING CO	\$ 275.34	\$ 263.09	\$ 12.25
50	33110	INO, ALEX	\$ 5.32	\$ 0.08	\$ 5.24
50	32936	IRWIN, MICHAEL	\$ 1.26	\$ -	\$ 1.26
50	33332	JACOB, TRACY	\$ 5.49	\$ 0.24	\$ 5.25
50	32516	JACOME, AUGUSTUS	\$ 75.15	\$ -	\$ 75.15
50	32983	JENSEN, AMY	\$ 42.24	\$ 0.57	\$ 41.67
50	33200	JOHNSON, CORDERO	\$ 70.81	\$ 1.02	\$ 69.79
50	9473	JONES, JOHN PAUL	\$ 20.01	\$ 19.25	\$ 0.76
50	32676	KARGBO, ALHAJI	\$ 64.90	\$ -	\$ 64.90
50	32255	KHAN, CHOUDHARY	\$ 1.58	\$ -	\$ 1.58

City of Manchester NH - Receivables
Over 90 Days as of 8/6/2021

TYPE	CUST ID	NAME	TOTAL	CURRENT - 90 DAYS DUE	OVER 90 DAYS DUE
50	32666	LABRECQUE, PAUL	\$ 43.26	\$ -	\$ 43.26
50	33131	LAINCY, JEAN	\$ 18.29	\$ 0.26	\$ 18.03
50	32505	LANDRY, BRANDON	\$ 26.72	\$ -	\$ 26.72
50	32482	LECLERC, LELAND	\$ 1.65	\$ -	\$ 1.65
50	32724	LEDGEVIEW COMMERCIAL PA	\$ 835.52	\$ 829.24	\$ 6.28
50	31052	LEMONS, KEVIN	\$ 71.10	\$ -	\$ 71.10
50	18609-50	LIBERTY UTILITIES, INC	\$ 198,987.03	\$ 196,975.62	\$ 2,011.41
50	17579	LODI TRUST	\$ 56.83	\$ -	\$ 56.83
50	32483	LOGIACCCO, FRANCESCO	\$ 13.33	\$ -	\$ 13.33
50	24278	LOGICO PROPERTIES, LLC	\$ 85.18	\$ 84.00	\$ 1.18
50	33327	LUCE, VICTOR	\$ 170.60	\$ 4.10	\$ 166.50
50	32283	MACDONALD, STANLEY	\$ 330.56	\$ 14.92	\$ 315.64
50	2545-50	MANCHESTER FACILITIES D	\$ 254.00	\$ -	\$ 254.00
50	11485-50	MANCHESTER PARKING DIVI	\$ 664.67	\$ -	\$ 664.67
50	2572-50	MANCHESTER TRANSIT AUTH	\$ 425.12	\$ -	\$ 425.12
50	2557-50	MANCHESTER WATER WORKS	\$ 187,678.87	\$ 184,014.47	\$ 3,664.40
50	32522	MAROTTO, DAVID	\$ 124.35	\$ 21.00	\$ 103.35
50	32778	MARSH, KELLY	\$ 30.00	\$ -	\$ 30.00
50	32385	MARTINEZ, CHRISTINE	\$ 85.01	\$ -	\$ 85.01
50	8659	MCLAURIN ENTERPRISE	\$ 48.98	\$ -	\$ 48.98
50	32977	MEDIC, MELIHA	\$ 1.47	\$ -	\$ 1.47
50	16490	METROPOLIS PROPERTY MAN	\$ 1.02	\$ -	\$ 1.02
50	21692	MILL CITY ENERGY MICHAEL	\$ 3.13	\$ -	\$ 3.13
50	33308	MILLSPAUGH, TAYLOR	\$ 5.24	\$ 0.24	\$ 5.00
50	31641	MILTNER, ERIC	\$ 27.40	\$ -	\$ 27.40
50	32960	MOORE, BRUCE	\$ 4.76	\$ -	\$ 4.76
50	32942	PERKINS, JOHN	\$ 0.18	\$ -	\$ 0.18
50	8825	PROVENCHER, PAUL R JR	\$ 0.50	\$ -	\$ 0.50
50	31767	PRUSUTAM, NEPAL	\$ 119.26	\$ -	\$ 119.26
50	33339	QUINN, RYAN	\$ 69.79	\$ 2.04	\$ 67.75
50	33022	RAFAT, KAREEM	\$ 0.10	\$ -	\$ 0.10
50	30809	RAYMOND, JAMES	\$ 61.88	\$ -	\$ 61.88
50	33143	REAGAN, RYAN	\$ 42.65	\$ 0.60	\$ 42.05
50	33125	RIVERA, JOSHUA	\$ 48.54	\$ 0.26	\$ 48.28
50	32269	ROBICHAUD, DENNIS	\$ 115.46	\$ -	\$ 115.46
50	31187	ROBINSON, JOSHUA	\$ 151.79	\$ -	\$ 151.79
50	32411	ROCKWELL, DANA	\$ 0.36	\$ -	\$ 0.36
50	33146	ROSSMAN, ALEXEXIS	\$ 5.32	\$ 0.08	\$ 5.24
50	32908	RUIZ, JORGE	\$ 180.00	\$ -	\$ 180.00
50	31009	SAFARI CONSTRUCTION MGM	\$ 5.25	\$ -	\$ 5.25
50	32911	SALAMANCA, JESUS	\$ 166.25	\$ -	\$ 166.25
50	32997	SAMPLE, JOSEPH R.	\$ 146.70	\$ 6.08	\$ 140.62
50	32478	SCI EXCAVATING LLC.	\$ 163.35	\$ 50.13	\$ 113.22
50	32401	SEGLAH, CLEMENCE	\$ 1.16	\$ -	\$ 1.16
50	32909	SHABAKA, SHERIF	\$ 77.00	\$ -	\$ 77.00
50	32741	SILVENT, JOHN	\$ 70.85	\$ -	\$ 70.85

City of Manchester NH - Receivables
Over 90 Days as of 8/6/2021

TYPE	CUST ID	NAME	TOTAL	CURRENT - 90 DAYS DUE	OVER 90 DAYS DUE
50	33331	SOLER, LUIS	\$ 5.24	\$ 0.24	\$ 5.00
50	8277	ST CYR, JOSEPH	\$ 5.00	\$ 0.42	\$ 4.58
50	33217	STANELY, SEAN	\$ 43.78	\$ 0.64	\$ 43.14
50	4091	STATE OF NEW HAMPSHIRE	\$ 120,177.23	\$ 87,968.27	\$ 32,208.96
50	33137	STERN, MICHAEL	\$ 0.26	\$ -	\$ 0.26
50	8041	SYKES, WILLIAM	\$ 0.25	\$ -	\$ 0.25
50	32746	TIERNEY, DOUGLAS	\$ 35.27	\$ -	\$ 35.27
50	31855	TOSADO-NIEVES, PABLO	\$ 107.25	\$ -	\$ 107.25
50	32992	TRIPP, STEVEN DALLAS JR	\$ 0.18	\$ -	\$ 0.18
50	33275	TRUDEL, SCOTT	\$ 33.13	\$ 1.88	\$ 31.25
50	32480	TURSKI, TODD	\$ 106.87	\$ 5.12	\$ 101.75
50	19620	VEILLEUX, DAVID	\$ 43.06	\$ 42.00	\$ 1.06
50	32570	WEARE, DAVID	\$ 0.26	\$ -	\$ 0.26
50	33073	YADANI	\$ 0.08	\$ -	\$ 0.08
50	31030	YOUNG, DAVID	\$ 34.18	\$ -	\$ 34.18
50	32947	ZENANDRE, BRACCIO	\$ 180.36	\$ 2.42	\$ 177.94
50	32407	ZLOTRG, ALDIN	\$ 197.75	\$ -	\$ 197.75
51	32509	CCMSI	\$ 3.35	\$ -	\$ 3.35
51	11485-51	MANCHESTER PARKING DIVI	\$ 35.45	\$ -	\$ 35.45
50 & 51 - HIGHWAY TOTALS			\$ 524,183.25	\$ 477,329.81	\$ 46,853.44
52	33277	AGUIAR, WELLINGTON	\$ 120.00	\$ -	\$ 120.00
52	26464	ANDERSON, MELISSA	\$ 120.90	\$ -	\$ 120.90
52	31834	ANDREW, CLAUS J.	\$ 255.00	\$ -	\$ 255.00
52	33264	BANFIELD, SAMANTAH	\$ 120.00	\$ -	\$ 120.00
52	29008	BLUER, JOSHUA	\$ 111.66	\$ -	\$ 111.66
52	33151	BROWN, ERIC	\$ 165.00	\$ -	\$ 165.00
52	31542	BYRNE, KAREN	\$ 113.32	\$ -	\$ 113.32
52	25382	CALIFARNO, SHARON	\$ 110.00	\$ -	\$ 110.00
52	16680	CAVANAUGH, TIFFANY	\$ 55.00	\$ -	\$ 55.00
52	12388	COZZENS, MARY	\$ 120.00	\$ -	\$ 120.00
52	29721	CRUZ, ZAMAIRA	\$ 55.00	\$ -	\$ 55.00
52	31157	DEKORNE, CATHERINE	\$ 120.00	\$ -	\$ 120.00
52	30960	DIETER, DAVID	\$ 121.80	\$ -	\$ 121.80
52	32969	FARGO, MICHAEL	\$ 225.81	\$ -	\$ 225.81
52	32913	FOWLER, JESSIE	\$ 236.60	\$ 13.28	\$ 223.32
52	32561	GAINOR, EDWARD	\$ 150.00	\$ -	\$ 150.00
52	32248	GALGANO, MICHAEL	\$ 165.00	\$ -	\$ 165.00
52	25506	GARNEAU, MARK	\$ 170.00	\$ -	\$ 170.00
52	20842	GRICE, THOMAS	\$ 113.32	\$ -	\$ 113.32
52	33234	HARRINGTON, IRENE	\$ 85.00	\$ -	\$ 85.00
52	13921	JANELLE, PETER	\$ 170.00	\$ -	\$ 170.00
52	31900	JOHNSON, ERIN N.	\$ 255.00	\$ -	\$ 255.00
52	31169	JOHNSON, JASON	\$ 170.00	\$ -	\$ 170.00
52	6384	JOHNSON, KAREN	\$ 85.00	\$ -	\$ 85.00
52	32651	JUST, ASHLEY	\$ 85.00	\$ -	\$ 85.00
52	30187	KEANE, EMILY	\$ 114.15	\$ -	\$ 114.15

City of Manchester NH - Receivables
Over 90 Days as of 8/6/2021

TYPE	CUST ID	NAME	TOTAL	CURRENT - 90 DAYS DUE	OVER 90 DAYS DUE
52	32249	LLAMA, FRANK III	\$ 111.66	\$ -	\$ 111.66
52	29557	LORENA'S CANTINA	\$ 113.30	\$ -	\$ 113.30
52	32787	MACLAUGHLIN, VICTORIA	\$ 60.00	\$ -	\$ 60.00
52	32761	MADHUMITHA, GOKA	\$ 85.00	\$ -	\$ 85.00
52	31989	MARTIN, MIRANDA	\$ 255.00	\$ -	\$ 255.00
52	32287	MCCARTHY, JAMES	\$ 85.00	\$ -	\$ 85.00
52	28527	MCKENZIE, BRANDON	\$ 120.00	\$ -	\$ 120.00
52	30420	MCKINNEY, MONICA	\$ 60.00	\$ -	\$ 60.00
52	32764	MILLER, LEE	\$ 60.00	\$ -	\$ 60.00
52	28520	MONTEAGUDO, YASBEL	\$ 167.36	\$ -	\$ 167.36
52	31723	NAZARALI, MILA	\$ 62.70	\$ -	\$ 62.70
52	31297	OGLEBAY, MISSY	\$ 60.00	\$ -	\$ 60.00
52	18443	OTIS, MARK	\$ 55.00	\$ -	\$ 55.00
52	32291	PALAZZO, ELIZABETH	\$ 220.00	\$ -	\$ 220.00
52	32045	PALAZZOLA, JESSICA	\$ 85.00	\$ -	\$ 85.00
52	32616	PAOLINI, LISA	\$ 340.00	\$ -	\$ 340.00
52	32183	PEREIRA, JUSTIN	\$ 180.00	\$ -	\$ 180.00
52	25578	PHILLIPS, MAGGIE	\$ 340.00	\$ -	\$ 340.00
52	32612	PRM-RGM, LLC	\$ 510.00	\$ -	\$ 510.00
52	31427	PROVENCHER, EMILY	\$ 170.00	\$ -	\$ 170.00
52	31830	RATCHFORD, ASHLEY	\$ 85.00	\$ -	\$ 85.00
52	31786	RITCHE, JENNI	\$ 180.00	\$ -	\$ 180.00
52	19825	SALTER SCHOOL OF NURSIN	\$ 14,229.72	\$ 762.36	\$ 13,467.36
52	33171	SANSON, ELISABETH	\$ 170.00	\$ -	\$ 170.00
52	30169	SEWELL, JIMMY	\$ 110.00	\$ -	\$ 110.00
52	30959	SOUCY, JOEL	\$ 425.00	\$ -	\$ 425.00
52	11528	STRANGE, KAT	\$ 190.80	\$ -	\$ 190.80
52	26867	TOBIN, SHAWN	\$ 170.00	\$ -	\$ 170.00
52	32341	TROIANI, GAYLE	\$ 60.90	\$ -	\$ 60.90
52	31933	TSERONIS, ALEXANDRA	\$ 255.00	\$ -	\$ 255.00
52	25595	TSERONIS, ERIN	\$ 255.00	\$ -	\$ 255.00
52 - PARKING TOTALS			\$ 22,884.00	\$ 775.64	\$ 22,108.36
60	8132-60	FEMA	\$ 8,682.60	\$ -	\$ 8,682.60
60 - WELFARE TOTALS			\$ 8,682.60	\$ -	\$ 8,682.60
65	33238	MANCHESTER EAST COBRAS	\$ 0.43	\$ -	\$ 0.43
65	3575	MANCHESTER REGIONAL YOU	\$ 7.57	\$ -	\$ 7.57
65 - PARKS & RECREATION TOTALS			\$ 8.00	\$ -	\$ 8.00
GRAND TOTALS			\$ 1,746,321.86	\$ 1,065,991.35	\$ 680,330.51

Submission for Solicitors Review
Account in Collections

**City of Manchester - Accounts Receivable
Submissions for Solicitor's Review**

Sent to Solicitor	Dept	Customer Name	Invoice Dates	Original Amount	Remaining Balance	Finance Charges	Total Outstanding	Explanation / Determination
5/8/2017	CE	Mateo, Ernesto B	11/25/2015	\$ 1,145.00	\$ 1,145.00	\$ 206.16	\$ 1,351.16	\$500 Bail Payment Received 7/22/19
3/29/2018	CE	Ahmedamin, Sandra	7/17/2017	\$ 1,150.00	\$ 1,150.00	\$ 86.25	\$ 1,236.25	Paying court approved \$50/month payment until full debt satisfied. 3/9/20 \$200 Overdue payment received.
4/27/2018	CE	Panourgias, Maria	5/12/2017	\$ 1,580.00	\$ 1,580.00	\$ 165.90	\$ 1,745.90	Paying court approved \$50/month payment until full debt satisfied.
4/8/2021	Parking	Salter School of Nursing	7/9/20 - 9/1/20	\$ 12,705.00	\$ 12,705.00	\$ 952.95	\$ 13,657.95	Bankruptcy
8/6/2021	Fire	1200 Elm Street LLC.	1/1/2021	\$ 1,080.00	\$ 1,080.00	\$ -	\$ 1,080.00	Has previously been in collections - not responsive to collection attempts
8/6/2021	Fire	300 Gay St Acquisition	various	\$ 1,620.00	\$ 1,620.00	\$ -	\$ 1,620.00	Has been in collections since 6/15/2018
8/6/2021	Fire	79 Carl Dr Realty LLC.	various	\$ 2,700.00	\$ 2,700.00	\$ -	\$ 2,700.00	Has been in collections since 6/15/2018
8/6/2021	Fire	Commonwealth Collective	1/1/2021	\$ 1,080.00	\$ 1,080.00	\$ -	\$ 1,080.00	Not responsive to Fire's collection attempts
8/6/2021	Fire	Four on Elm LLC	1/13/2021	\$ 1,080.00	\$ 1,080.00	\$ -	\$ 1,080.00	Not responsive to Fire's collection attempts
8/6/2021	Fire	Lerocque, Kristine	various	\$ 1,620.00	\$ 1,350.00	\$ -	\$ 1,350.00	Has been in collections since 8/10/2020
8/6/2021	Fire	Mahmotoric, Muharem	various	\$ 1,620.00	\$ 1,620.00	\$ -	\$ 1,620.00	Has been in collections since 8/10/2020

All accounts determined to be uncollectable by collections >\$1,000 sent to City Solicitor

New Submission

**CITY OF MANCHESTER
NEW HAMPSHIRE**



FINANCIAL REPORTS

**FOR THE ONE MONTH ENDED
JULY 31, 2021**

UNAUDITED

CITY OF MANCHESTER, NEW HAMPSHIRE
PRELIMINARY FINANCIAL STATEMENTS
TABLE OF CONTENTS
FOR THE ONE MONTH ENDED JULY 31, 2021
(UNAUDITED)

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6	Non-Property Tax Revenues - General Fund Budget vs Actual by Type - Fiscal Years 2021 vs 2022
7	Parking Division Account Balances Fiscal Year 2022



Sharon Y. Wickens
Finance Officer

CITY OF MANCHESTER
Finance Department

August 9, 2021

Committee on Accounts, Enrollment and Revenue Administration
C/o Matthew Normand, City Clerk
One City Hall Plaza
Manchester, NH 03101

Dear Honorable Committee Members,

Attached for your review is the City of Manchester's unaudited Monthly Financial Report for the first month of fiscal year 2022.

Expenditures:

The average unobligated balance percentage after one month should be 91.66% as a benchmark. All departments are within 10% of this benchmark with the exception of Information Systems and Department of Public Works. The overall unobligated percentage after one month is 88.70% for 2022 compared to 89.27% a year ago. Health insurance costs for 2022 are trending over budget by \$250 thousand through July. A comparison of retirement payouts through July for FY 2022 and 2021 is as follows:

	2022	2021
Payments	\$ 365,253	\$ 75,524
Retirements		
Police	-	1
Fire	3	-
DPW	1	-
All Other	2	2
Total	6	3

The following amounts have been transferred from the FY 2022 Contingency Account as of 7/31/2021:

Original Budget	7/1/2021	421,575.00
Revised Balance - posted		421,575.00

Revenues:

Revenues for the first month of fiscal year 2022 are \$658 thousand lower than a year ago. Permits are \$32 thousand higher than the same period a year ago. Auto registrations are \$324 thousand lower than a year ago. Reimbursements are lower by \$229 thousand, primarily due to the debt refunding from June of 2021.

Sincerely,

A handwritten signature in dark ink, appearing to read "Sharon Y. Wickens".

Sharon Y. Wickens
Finance Officer

One City Hall Plaza • Manchester, New Hampshire 03101 • (603) 624-6460 • FAX: (603) 624-6549
E-mail: Finance@ManchesterNH.gov • Website: www.manchesternh.gov

City of Manchester, New Hampshire
 Budget vs Actual Expenditures - General Fund
 By Department Without Restricted Items
 For The One Month Ended July 31, 2021
 (UNAUDITED)
 Budget Basis
 MNTBUDNBN1

8/06/2

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1. 1

	FY 2022 MODIFIED BUDGET	FY 2022 OBLIGATIONS TO DATE	FY 2022 UNOBLIGATED BALANCE	FY 2022 PERCENT UNOBLIGATED
AGENCIES-				
ALDERMEN	\$ 70,000.00	-	\$ 70,000.00	100.00
ASSESSORS	658,719.00	61,663.84	597,055.16	90.64
CITY CLERK	1,031,152.00	70,381.60	960,770.40	93.17
CITY SOLICITOR	1,565,676.00	99,769.28	1,465,906.72	93.63
FINANCE	995,411.00	74,691.56	920,719.44	92.50
CENTRAL FLEET MANAGEMENT	3,416,256.00	305,240.71	3,111,015.29	91.07
INFORMATION SYSTEMS	1,888,071.00	632,789.85	1,255,281.15	66.48
MAYOR	238,342.00	22,453.84	215,888.16	90.58
OFFICE OF YOUTH SERVICES	590,969.00	50,620.73	540,348.27	91.43
HUMAN RESOURCES	734,037.00	49,675.41	684,361.59	93.23
PLANNING & COMMUNITY DEVELOPMENT	2,174,084.00	204,756.68	1,969,327.32	90.58
TAX COLLECTOR	665,599.00	58,317.65	607,281.35	91.24
FIRE	21,732,635.00	2,038,033.92	19,694,601.08	90.62
POLICE	28,739,541.00	2,375,043.46	26,364,497.54	91.74
HEALTH	3,086,303.00	148,000.38	2,938,302.62	95.20
DEPARTMENT OF PUBLIC WORKS	28,775,873.00	5,196,615.31	23,579,257.69	81.94
WELFARE	956,744.00	70,249.34	886,494.66	92.66
LIBRARY	2,026,156.00	253,046.56	1,773,109.44	87.51
SENIOR SERVICES	248,283.00	13,635.03	234,647.97	94.51
TOTAL AGENCIES	99,593,851.00	11,724,985.15	87,868,865.85	88.23
RESTRICTED ITEMS-				
WORKERS COMPENSATION - SALARY	684,000.00	269,502.86	414,497.14	60.60
WORKERS COMPENSATION - MEDICAL	1,683,654.00	280,718.03	1,402,935.97	83.33
HEALTH INSURANCE	11,813,720.00	1,234,732.83	10,578,987.17	89.55
DENTAL INSURANCE	712,791.00	42,094.94	670,696.06	94.09
DEATH BENEFIT	72,601.00	3,254.03	69,346.97	95.52
DISABILITY INSURANCE	61,821.00	2,920.77	58,900.23	95.28
CITY RETIREMENT	11,286,925.00	955,722.21	10,331,202.79	91.53
FIRE STATE PENSION	6,585,716.00	604,309.42	5,981,406.58	90.82
POLICE STATE PENSION	7,851,192.00	622,151.18	7,229,040.82	92.08
FICA	3,156,973.00	273,037.33	2,883,935.67	91.35
UNEMPLOYMENT	25,000.00	-	25,000.00	100.00
TUITION	50,000.00	2,534.70	47,465.30	94.93
CGL INSURANCE	1,000,000.00	430,463.56	569,536.44	56.95
TOTAL RESTRICTED ITEMS	44,984,393.00	4,721,441.86	40,262,951.14	89.50

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1 OF 2

City of Manchester, New Hampshire
 Budget vs Actual Expenditures - General Fund
 By Department Without Restricted Items
 For The One Month Ended July 31, 2021
 (UNAUDITED)
 Budget Basis
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2. 1

	FY 2022 MODIFIED BUDGET	FY 2022 OBLIGATIONS TO DATE	FY 2022 UNOBLIGATED BALANCE	FY 2022 PERCENT UNOBLIGATED
NON-DEPARTMENTAL ITEMS-				
CONTINGENCY	421,575.00	-	421,575.00	100.00
MPTS	452,033.00	452,033.00	-	-
CIVIC CONTRIBUTIONS	114,751.00	115,449.00	(698.00)	(.61)
NON-CITY PROGRAMS	76,164.00	-	76,164.00	100.00
STREET LIGHTING	748,087.00	-	748,087.00	100.00
TRANSIT SUBSIDY	1,373,420.00	1,373,420.00	-	-
EMPLOYEE MEDICAL SERVICES	55,000.00	-	55,000.00	100.00
MATURING DEBT	11,300,000.00	-	11,300,000.00	100.00
INTEREST ON MATURING DEBT	4,800,000.00	128,031.24	4,671,968.76	97.33

TOTAL NON-DEPARTMENTAL ITEMS	19,341,030.00	2,068,933.24	17,272,096.76	89.30

TOTAL GENERAL FUND	\$ 163,919,274.00	\$ 18,515,360.25	\$ 145,403,913.75	88.70
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2 OF 2

City of Manchester, New Hampshire
 Budget vs Actual Expenditures - General Fund
 By Department Without Restricted Items
 For The One Month Ended July 30, 2020
 (UNAUDITED)
 Budget Basis
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8/06/2

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1. 1

	FY 2021 MODIFIED BUDGET	FY 2021 OBLIGATIONS TO DATE	FY 2021 UNOBLIGATED BALANCE	FY 2021 PERCENT UNOBLIGATED
AGENCIES-				
ALDERMEN	\$ 70,000.00	-	\$ 70,000.00	100.00
ASSESSORS	655,902.00	51,212.79	604,689.21	92.19
CITY CLERK	1,022,852.00	51,404.40	971,447.60	94.97
CITY SOLICITOR	1,567,314.00	89,517.42	1,477,796.58	94.29
FINANCE	996,435.00	52,917.68	943,517.32	94.69
CENTRAL FLEET MANAGEMENT	3,394,961.00	279,563.12	3,115,397.88	91.77
INFORMATION SYSTEMS	1,786,787.00	163,605.95	1,623,181.05	90.84
MAYOR	239,156.00	13,782.71	225,373.29	94.24
OFFICE OF YOUTH SERVICES	623,414.00	48,119.29	575,294.71	92.28
HUMAN RESOURCES	775,267.00	43,466.83	731,800.17	94.39
PLANNING & COMMUNITY DEVELOPMENT	2,140,437.00	132,543.55	2,007,893.45	93.81
TAX COLLECTOR	657,558.00	69,130.90	588,427.10	89.49
FIRE	21,577,551.00	1,559,878.06	20,017,672.94	92.77
POLICE	27,576,629.00	1,961,502.96	25,615,126.04	92.89
HEALTH	3,048,884.00	120,433.10	2,928,450.90	96.05
DEPARTMENT OF PUBLIC WORKS	27,997,788.00	3,259,320.59	24,738,467.41	88.36
WELFARE	1,072,699.00	55,533.81	1,017,165.19	94.82
LIBRARY	2,079,487.00	234,662.99	1,844,824.01	88.72
SENIOR SERVICES	256,008.00	17,948.63	238,059.37	92.99
TOTAL AGENCIES	97,539,129.00	8,204,544.78	89,334,584.22	91.59
RESTRICTED ITEMS-				
WORKERS COMPENSATION - SALARY	684,000.00	44,817.97	639,182.03	93.45
WORKERS COMPENSATION - MEDICAL	1,683,654.00	345,843.53	1,337,810.47	79.46
HEALTH INSURANCE	11,813,720.00	484,965.64	11,328,754.36	95.89
DENTAL INSURANCE	712,791.00	57,042.79	655,748.21	92.00
DEATH BENEFIT	72,601.00	2,456.81	70,144.19	96.62
DISABILITY INSURANCE	61,821.00	2,256.42	59,564.58	96.35
CITY RETIREMENT	9,421,925.00	624,546.66	8,797,378.34	93.37
FIRE STATE PENSION	5,835,716.00	398,657.15	5,437,058.85	93.17
POLICE STATE PENSION	6,451,192.00	463,506.83	5,987,685.17	92.82
FICA	3,156,973.00	223,369.70	2,933,603.30	92.92
UNEMPLOYMENT	25,000.00	-	25,000.00	100.00
TUITION	50,000.00	4,060.76	45,939.24	91.88
CGL INSURANCE	1,000,000.00	188,582.80	811,417.20	81.14
TOTAL RESTRICTED ITEMS	40,969,393.00	2,840,107.06	38,129,285.94	93.07

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City of Manchester, New Hampshire
 Budget vs Actual Expenditures - General Fund
 By Department Without Restricted Items
 For The One Month Ended July 30, 2020
 (UNAUDITED)
 Budget Basis
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8/06/2
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 2. 1

	FY 2021 MODIFIED BUDGET	FY 2021 OBLIGATIONS TO DATE	FY 2021 UNOBLIGATED BALANCE	FY 2021 PERCENT UNOBLIGATED
NON-DEPARTMENTAL ITEMS-				
MPTS	452,033.00	452,033.00	-	-
CONTINGENCY	533,127.00	-	533,127.00	100.00
CIVIC CONTRIBUTIONS	144,389.00	131,476.00	12,913.00	8.94
NON-CITY PROGRAMS	74,563.00	74,563.48	(.48)	-
TRANSFER TO RESERVE ACCOUNTS	1,850,000.00	1,850,000.00	-	-
STREET LIGHTING	948,087.00	-	948,087.00	100.00
TRANSIT SUBSIDY	1,373,782.00	1,373,782.00	-	-
EMPLOYEE MEDICAL SERVICES	55,000.00	679.87	54,320.13	98.76
MATURING DEBT	11,863,203.00	1,204,442.60	10,658,760.40	89.85
INTEREST ON MATURING DEBT	5,349,442.00	1,152,515.39	4,196,926.61	78.46
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TOTAL NON-DEPARTMENTAL ITEMS	22,643,626.00	6,239,492.34	16,404,133.66	72.44
	-----	-----	-----	-----
TOTAL GENERAL FUND	\$ 161,152,148.00	\$ 17,284,144.18	\$ 143,868,003.82	89.27
	=====	=====	=====	=====

2
 2 OF 2

City of Manchester, New Hampshire
 Budget vs Actual Revenue By Department - General Fund
 Non-Property Tax Revenues
 For The One Month Ended July 31, 2021
 (UNAUDITED)
 Budget Basis
 MNTREVAGEN

8/06/2

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1. 1

	FY 2022 MODIFIED BUDGET	FY 2022 REVENUE RECOGNIZED	FY 2022 UNRECOGNIZED BALANCE	FY 2022 PERCENTAGE UNRECOGNIZED
AGENCIES-				
ASSESSORS	975,000.00	370.00	974,630.00	99.96
CITY CLERK	2,655,055.00	35,980.95	2,619,074.05	98.64
CITY SOLICITOR	1,139,138.00	-	1,139,138.00	100.00
FINANCE	6,536,910.00	171,442.03	6,365,467.97	97.38
INFORMATION SYSTEMS	205,000.00	-	205,000.00	100.00
HUMAN RESOURCES	6,100.00	102.97	5,997.03	98.31
PLANNING & COMMUNITY DEVELOPMENT	3,286,000.00	350,413.07	2,935,586.93	89.34
TAX COLLECTOR	23,743,160.00	1,626,792.02	22,116,367.98	93.15
CENTRAL FLEET MANAGEMENT	45,000.00	7,697.25	37,302.75	82.90
FIRE	954,218.00	39,834.88	914,383.12	95.83
POLICE	1,047,772.00	25,905.85	1,021,866.15	97.53
HEALTH	2,693,262.00	9,381.00	2,683,881.00	99.65
DEPARTMENT OF PUBLIC WORKS	13,966,434.00	860,302.45	13,106,131.55	93.84
WELFARE	15,000.00	2,945.67	12,054.33	80.36
SENIOR SERVICES	2,250.00	-	2,250.00	100.00

TOTAL AGENCIES	\$ 57,270,299.00	\$ 3,131,168.14	\$ 54,139,130.86	94.53
=====				

City of Manchester, New Hampshire
 Budget vs Actual Revenue By Type - General Fund
 Non-Property Tax Revenues
 For The One Month Ended July 31, 2021
 (UNAUDITED)
 Budget Basis
 MNTREVNPRP

8/06/2

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1. 1

	MODIFIED BUDGET	REVENUE RECOGNIZED	UNRECOGNIZED BALANCE	PERCENTAGE UNRECOGNIZED
TAXES, INTEREST AND PENALTIES				
MISCELLANEOUS TAXES	21,325.00	-	21,325.00	100.00
INTEREST AND PENALTIES	720,000.00	25,422.05	694,577.95	96.47
CABLE FRANCHISE FEES	1,931,550.00	-	1,931,550.00	100.00
TOTAL TAXES, INTEREST AND PENALTIES	2,672,875.00	25,422.05	2,647,452.95	99.05
LICENSES AND PERMITS				
AUTO REGISTRATIONS	22,712,388.00	1,584,748.01	21,127,639.99	93.02
LICENSES	545,640.00	19,385.36	526,254.64	96.45
PERMITS	3,089,935.00	344,604.47	2,745,330.53	88.85
TOTAL LICENSES AND PERMITS	26,347,963.00	1,948,737.84	24,399,225.16	92.60
INTERGOVERNMENTAL				
FEDERAL REVENUES	406,000.00	-	406,000.00	100.00
PAYMENTS IN LIEU OF TAXES	937,300.00	-	937,300.00	100.00
STATE REVENUES	2,583,108.00	591,112.88	1,991,995.12	77.12
TOTAL INTERGOVERNMENTAL	3,926,408.00	591,112.88	3,335,295.12	84.95
SALES AND SERVICES				
GENERAL REVENUES	207,824.00	17,370.15	190,453.85	91.64
PUBLIC SAFETY	266,150.00	17,133.21	249,016.79	93.56
HIGHWAY	1,120,574.00	83,492.32	1,037,081.68	92.55
HEALTH	13,500.00	360.00	13,140.00	97.33
CEMETERY, PARKS & RECREATION	1,771,734.00	107,173.50	1,664,560.50	93.95
ZONING BOARD	82,000.00	5,790.00	76,210.00	92.94
PARKING VIOLATIONS	7,500.00	-	7,500.00	100.00
COURT FINES	9,000.00	-	9,000.00	100.00
FEES	1,227,625.00	65,373.60	1,162,251.40	94.67
TOTAL SALES AND SERVICES	4,705,907.00	296,692.78	4,409,214.22	93.70
OTHER REVENUE SOURCES				
INTEREST INCOME	1,002,550.00	10,766.35	991,783.65	98.93
FUND TRANSFERS	4,066,202.00	-	4,066,202.00	100.00
REIMBURSEMENTS	3,427,197.00	211,871.66	3,215,325.34	93.82
RENTALS & LEASES	1,210,667.00	30,755.43	1,179,911.57	97.46
SCHOOL CHARGEBACKS	9,907,867.00	15,546.55	9,892,320.45	99.84
MISCELLANEOUS	2,663.00	262.60	2,400.40	90.14
TOTAL OTHER REVENUE SOURCES	19,617,146.00	269,202.59	19,347,943.41	98.63
TOTAL	\$ 57,270,299.00	\$ 3,131,168.14	\$ 54,139,130.86	94.53

City of Manchester, New Hampshire
Budget vs Actual Revenue By Type -
Non-Property Tax Revenues
For The One Month Ended July 31, 2021
Modified Budget FY 2021
(UNAUDITED)
Budget Basis
MNTREVCOM1

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	ACTUAL FY 2021	MODIFIED BUDGET FY 22	DIFFERENCE ACTUAL 21 VS BUDGET 22	PERCENTAGE DIFFERENCE OF FY21 VS FY22
TAXES, INTEREST AND PENALTIES				
MISCELLANEOUS TAXES	51,644	21,325	(30,319)	(58.71)
INTEREST AND PENALTIES	935,821	720,000	(215,821)	(23.06)
CABLE FRANCHISE FEES	1,759,720	1,931,550	171,830	9.76
TOTAL TAXES, INTEREST AND PENALTIES	2,747,185	2,672,875	(74,310)	(2.70)
LICENSES AND PERMITS				
AUTO REGISTRATIONS	21,266,597	22,712,388	1,445,791	6.80
LICENSES	526,703	545,640	18,937	3.60
PERMITS	2,953,188	3,089,935	136,747	4.63
TOTAL LICENSES AND PERMITS	24,746,488	26,347,963	1,601,475	6.47
INTERGOVERNMENTAL				
FEDERAL REVENUES	372,672	406,000	33,328	8.94
PAYMENTS IN LIEU OF TAXES	959,069	937,300	(21,769)	(2.27)
STATE REVENUES	5,561,409	2,583,108	(2,978,301)	(53.55)
TOTAL INTERGOVERNMENTAL	6,893,150	3,926,408	(2,966,742)	(43.04)
SALES AND SERVICES				
GENERAL REVENUES	232,335	207,824	(24,511)	(10.55)
PUBLIC SAFETY	214,891	266,150	51,259	23.85
HIGHWAY	1,124,134	1,120,574	(3,560)	(.32)
HEALTH	220	13,500	13,280	6,036.36
CEMETERY, PARKS & RECREATION	1,770,439	1,771,734	1,295	.07
ZONING BOARD	71,921	82,000	10,079	14.01
PARKING VIOLATIONS	850	7,500	6,650	782.35
COURT FINES	3,179	9,000	5,821	183.11
OTHER FINES	13,025	-	(13,025)	(100.00)
FEES	1,267,215	1,227,625	(39,590)	(3.12)
WITNESS FEES	315	-	(315)	(100.00)
TOTAL SALES AND SERVICES	4,698,524	4,705,907	7,383	.16
OTHER REVENUE SOURCES				
INTEREST INCOME	382,238	1,002,550	620,312	162.28
FUND TRANSFERS	550,100	4,066,202	3,516,102	639.18
REIMBURSEMENTS	3,315,956	3,427,197	111,241	3.35
RENTALS & LEASES	1,170,556	1,210,667	40,111	3.43
SCHOOL CHARGEBACKS	9,206,735	9,907,867	701,132	7.62
MISCELLANEOUS	18,916	2,663	(16,253)	(85.92)
TOTAL OTHER REVENUE SOURCES	14,644,501	19,617,146	4,972,645	33.96
TOTAL	\$ 53,729,848	\$ 57,270,299	\$ 3,540,451	6.59

City of Manchester, New Hampshire
 Budget vs Actual Revenue By Type -
 Non-Property Tax Revenues
 For The One Month Ended July 31, 2021 and 2020
 (UNAUDITED)
 Budget Basis
 MNTREVCOM2

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	1 MONTH ACTUAL FY 2021	1 MONTH ACTUAL FY 2022	DIFFERENCE ACTUAL 21 VS ACTUAL 22	PERCENTAGE DIFFERENCE OF FY21 VS FY22
TAXES, INTEREST AND PENALTIES				
MISCELLANEOUS TAXES	5,442	-	(5,442)	(100.00)
INTEREST AND PENALTIES	105,468	25,422	(80,045)	(75.90)
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TOTAL TAXES, INTEREST AND PENALTIES	110,910	25,422	(85,487)	(77.08)
LICENSES AND PERMITS				
AUTO REGISTRATIONS	1,909,048	1,584,748	(324,299)	(16.99)
LICENSES	30,398	19,385	(11,012)	(36.23)
PERMITS	312,971	344,604	31,633	10.11
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TOTAL LICENSES AND PERMITS	2,252,417	1,948,737	(303,679)	(13.48)
INTERGOVERNMENTAL				
STATE REVENUES	595,784	591,112	(4,671)	(.78)
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TOTAL INTERGOVERNMENTAL	595,784	591,112	(4,671)	(.78)
SALES AND SERVICES				
GENERAL REVENUES	16,666	17,370	704	4.23
PUBLIC SAFETY	17,451	17,133	(317)	(1.82)
HIGHWAY	112,319	83,492	(28,826)	(25.67)
HEALTH	-	360	360	-
CEMETERY, PARKS & RECREATION	87,158	107,173	20,015	22.96
ZONING BOARD	9,666	5,790	(3,876)	(40.10)
COURT FINES	125	-	(125)	(100.00)
FEES	75,061	65,373	(9,687)	(12.91)
	-----	-----	-----	-----
TOTAL SALES AND SERVICES	318,446	296,692	(21,753)	(6.83)
OTHER REVENUE SOURCES				
INTEREST INCOME	8,912	10,766	1,854	20.81
REIMBURSEMENTS	441,320	211,871	(229,448)	(51.99)
RENTALS & LEASES	25,182	30,755	5,573	22.13
SCHOOL CHARGEBACKS	35,923	15,546	(20,376)	(56.72)
MISCELLANEOUS	80	262	182	228.25
	-----	-----	-----	-----
TOTAL OTHER REVENUE SOURCES	511,417	269,202	(242,214)	(47.36)
	-----	-----	-----	-----
TOTAL	\$ 3,788,974	\$ 3,131,168	\$ (657,805)	(17.36)
	=====	=====	=====	=====

6

City of Manchester, New Hampshire
Parking Division
Budgetary basis
For the one month ended July 31, 2021

(unaudited)

Object Code Description	2022 Revised Budget	July 2021 Activity	2022 Balance
Intergovernmental Total	-	-	-
Charges for Services Total	1,867,041	84,137	1,502,900
Licenses & Permits Total	3,140,500	189,555	2,950,945
Interest Total	1,170	(1)	1,171
Other Revenue Total	830,000	41,909	788,091
Grand Total	5,838,711	315,600	5,523,111
Salaries & Wages Total	651,354	44,848	606,506
Employee Benefits Total	379,225	30,247	348,978
Purchased Professional Services Total	14,500	1,338	13,162
Purchased Property Services Total	639,640	20,087	619,553
Other Purchased Services Total	67,450	9,721	57,729
Supplies & Materials Total	88,000	2,680	85,320
Capital Outlay Total	-	-	-
Miscellaneous Total	180,000	-	180,000
Non-Departmental Total	302,440	-	302,440
Miscellaneous-Reimburse City Total	3,516,102	-	3,516,102
Grand Total	5,838,711	108,921	5,729,790
Excess (deficit) of revenues over expenditures	-	206,679	(206,679)

7



CITY OF MANCHESTER

PLANNING AND COMMUNITY DEVELOPMENT

Planning and Land Use Management
Building Regulations
Community Improvement Program
Zoning Board of Adjustment

Leon L. LaFreniere, AICP
Director

Pamela H. Goucher, AICP
Deputy Director - Planning & Zoning

Michael J. Landry, PE, Esq.
Deputy Director - Building Regulations

Date: June 22, 2021

To: Honorable Board of Mayor and Aldermen

From: Leon L. LaFreniere, AICP 
Director, Planning & Community Development

Subject: Proposed Zoning Ordinance Amendments

Please find attached a proposal to amend the City of Manchester Zoning Ordinance intended to clarify the definition of *Family* as is currently contained in the ordinance. While the application and interpretation of this amended definition would remain consistent with existing language, the addition of new language will serve to further clarify the conditions upon which occupancy of a dwelling unit by unrelated persons is considered a family for purposes of classifying use group category. This proposed language was developed in collaboration with the City Solicitor's Office.

A second amendment is also intended to clarify the existing ordinance; in this case as it pertains to parking requirements for Congregate Housing. The current ordinance provisions require the provision of one parking space for each dwelling unit for independent living and congregate units. This provision has been consistently interpreted to require one parking space for each bedroom in a congregate housing facility. The proposed ordinance amendment would serve to clarify this point by separating congregate housing in the Table of Off-Street Parking Requirements in the same way as it is defined in the Table of Uses. With this amendment the application of the ordinance would remain the same with one parking space required for each bedroom in a congregate housing facility.

Please do not hesitate to contact me with any question you may have regarding this proposal.

City of Manchester New Hampshire

In the year Two Thousand and Twenty One

AN ORDINANCE

“An Ordinance amending the Zoning Ordinance Chapter 155 of the City of Manchester Code of Ordinances to revise the definition of “family”. ”

BE IT ORDAINED, By the Board of Mayor and Aldermen of the City of Manchester as follows:

- I. Amending the Zoning Ordinance, Chapter 155 of the City of Manchester Code of Ordinances as follows:

Note: New text shown ***bold and italicized***. Text to be deleted is shown ~~struck through~~.

Revise Section 3.03 as follows.

~~Family: A group of individuals, whether or not related, living together in a dwelling unit in a structured relationship constituting an organized housekeeping unit.~~

Family: For the purpose of the City of Manchester Zoning Ordinance, the term “family” shall mean:

- A.) One or more adult persons occupying a single unit, living and cooking together as a single housekeeping unit, exclusive of domestic servants, who are related by blood, adoption, marriage, or other domestic relationship recognized by the State of New Hampshire.***
- B.) A number of adult persons not exceeding four (4) living and cooking together as a single housekeeping unit though not related by blood, adoption, marriage or other domestic relationship recognized by the State of New Hampshire, shall constitute a family.***
- C.) Regardless of the definition set forth herein, foster children shall be allowed in accordance with N.H. State Regulations.***
- D.) Roomers, boarders, and other transient guests cannot be considered members of a family for this purpose of this definition.***

SECTION II: Resolve, this ordinance shall take effect upon passage.

City of Manchester
New Hampshire

In the year Two Thousand and Twenty One

AN ORDINANCE

“An Ordinance amending the Zoning Ordinance Chapter 155 of the City of Manchester Code of Ordinances to revise the parking requirement for congregate housing. ”

BE IT ORDAINED, By the Board of Mayor and Aldermen of the City of Manchester as follows:

- I. Amending the Zoning Ordinance, Chapter 155 of the City of Manchester Code of Ordinances as follows:

Note: New text shown ***bold and italicized***. Text to be deleted is shown ~~struck through~~.

Revise Section A of Table 10.04 as follows.

10.04 TABLE OF OFF-STREET PARKING REQUIREMENTS

PRINCIPAL USES	UNIT OF MEASUREMENT	MINIMUM PARKING SPACES REQUIRED PER UNIT OF MEASUREMENT
A. RESIDENTIAL		
Single-Family	Dwelling unit	Two (2) [One & one half (1 ½) in the R-3]
Manufactured Housing Unit	Dwelling unit	Two (2)
Duplex or two-family	Dwelling unit	Two (2) [One & one half (1 ½) in the R-3]
Multi-Family	Dwelling unit	Two (2) [One & one half (1 ½) in the R-3 and RDV) (Rev. 11/5/03)
Housing for the Elderly, Congregate Housing , Assisted Living, Supported Residential Care	Dwelling unit	One (1) per dwelling unit for independent living and congregate units ; one half (0.5) per resident for others
Boarding or Rooming House	Guest rooms	One (1)
<i>Congregate Housing</i>	<i>Bedroom</i>	<i>One (1)</i>

SECTION II: Resolve, this ordinance shall take effect upon passage.