



COMMITTEE ON ACCOUNTS, ENROLLMENT AND REVENUE ADMINISTRATION

May 16, 2023 at 5:15 PM

Aldermanic Chambers, City Hall (3rd Floor)

Members: Aldermen Heath, Long, Levasseur, Cavanaugh, Barry

AGENDA

The Chairman calls the meeting to order.

The Clerk calls the roll.

1. Update on the City's Revolving Loan Fund.
Ladies and Gentlemen, what is your pleasure?
2. Communication from Kim LeBlanc, Financial Analyst II, submitting Finance Department reports as follows:

- Accounts Receivable over 90 days
- Aging Report
- Outstanding Receivables

Ladies and Gentlemen, what is your pleasure?

3. Communication from Sharon Wickens, Finance Officer, regarding the City's Monthly Financial Report (unaudited) for the first ten months of fiscal year 2023.
Ladies and Gentlemen, what is your pleasure?

4. Chairman Heath advises that ordinances are to be considered for consistency with the rules of the Board and requests the Clerk to make a presentation.

"Amending Chapter 30: City Officials and Employees of the Code of Ordinances of the City of Manchester by creating §30.12 Salary of the Mayor."

"Amending Chapter 32: Boards, Commissions and Departments and Chapter 91: Health and Sanitation of the Code of Ordinances of the City of Manchester to transfer the Department of Senior Services to the Health Department."

“Amending Chapter 32: Boards, Commissions and Departments of the Code of Ordinances of the City of Manchester by creating a new §32.023 Department of Housing Stability.”

“An Ordinance amending the Zoning Ordinance, Chapter 155 of the Manchester Code of Ordinances, to increase the allowed size of Accessory Dwelling Units (ADUs), expand their permitted locations within lots of record, and reduce which ADUs require a Conditional Use Permit, among other amendments.”

If the Committee so desires, a motion would be in order that the Ordinance Amendments ought to pass and 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

May 5, 2023

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,

Kim LeBlanc
Financial Analyst II

Enc.



*Sharon Y. Wickens
Finance Officer*

*Michele A. Bogardus
Deputy Finance Officer*

CITY OF MANCHESTER
Finance Department

May 4, 2023

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 receivables 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 \$2,626,295 out of \$4,554,865 billed. April's outstanding receivables totaled \$4,298,524 out of \$8,762,822 billed.

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

Respectfully submitted,

Kim LeBlanc
Financial Analyst II

Enc.

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

Total Receivables Over 90 Days		<u>5/4/2023</u>	<u>4/4/2023</u>
	<u>Dept Code</u>	<u>Over 90 Days</u>	<u>Over 90 Days</u>
Airport	25	\$ 1,210,187.09	\$ 2,866,415.05
EPD	27	\$ 17,347.61	\$ 17,397.61
Parking Department	52	\$ 33,107.91	\$ 39,640.42
Total Enterprise Funds		\$ 1,260,642.61	\$ 2,923,453.08
Building Maintenance	21	\$ 544,810.07	\$ 544,810.07
Fire Department	30	\$ 626,613.56	\$ 631,778.56
Health Department	41	\$ 24,142.76	\$ 24,142.76
Highway	50, 51	\$ 15,234.93	\$ 16,450.68
Parks & Recreation	65	\$ 1,580.00	\$ 1,580.00
Police Department	33,34,35,36	\$ 153,271.08	\$ 156,308.50
Total General Fund		\$ 1,365,652.40	\$ 1,375,070.57
Grand Totals		<u>\$ 2,626,295.01</u>	<u>\$ 4,298,523.65</u>
General Fund receivables over \$10,000 by customer			
FEMA	21	\$ 544,810.07	\$ 544,810.07
FEMA	30	\$ 601,343.02	\$ 601,343.02
Consolidated Communications	33,34,35,36	\$ 15,273.08	\$ 15,273.08
FEMA	33,34,35,36	\$ 35,250.00	\$ 35,250.00
Liberty Utilities	33,34,35,36	\$ 17,241.20	\$ 17,241.20
Manchester Highway Dept	33,34,35,36	\$ 26,089.00	\$ 26,089.00
FEMA	41	\$ 24,142.76	\$ 24,142.76
Totals		\$ 1,264,149.13	\$ 1,264,149.13
Total General Fund receivables over 90 days less over \$10,000		<u>\$ 101,503.27</u>	<u>\$ 110,921.44</u>

Explanation of Charges
FEMA Reimbursement - In-process
FEMA Reimbursement - In-process
Extra Details
FEMA Reimbursement - In-process
Extra Details
Extra Details
FEMA Reimbursement - In-process

City of Manchester NH - Receivables
Over 90 Days as of 5/4/2023

TYPE	CUST ID	NAME	TOTAL	CURRENT - 90 DAYS DUE	OVER 90 DAYS DUE
21	8132-21	FEMA	\$ 544,810.07	\$ -	\$ 544,810.07
21 - BUILDING MAINTENANCE TOTALS			\$ 544,810.07	\$ -	\$ 544,810.07
25		ALLIED UNIVERSAL SECURITY SERVICES	\$ 755.00	\$ 710.00	\$ 45.00
25		ALLIED UNIVERSAL TECHNICAL SERVICES	\$ 64.00	\$ -	\$ 64.00
25		AMERICAN AIRLINES, INC.	\$ 19,729.24	\$ 1,552.51	\$ 18,176.73
25		AT&T - NEW CINGULAR WIRELESS PCS, LLC	\$ 95.00	\$ (150.00)	\$ 245.00
25		AUGUSTE, PAUL R.	\$ 145.00	\$ 135.00	\$ 10.00
25		AVIS-BUDGET FAMILY	\$ 410.57	\$ 410.56	\$ 0.01
25		CLEAR CHANNEL AIRPORTS	\$ 15,416.67	\$ -	\$ 15,416.67
25		COMCAST BUSINESS	\$ 3,909.15	\$ -	\$ 3,909.15
25		CONSOLIDATED COMMUNICATIONS	\$ 450.00	\$ -	\$ 450.00
25		DHART	\$ 914.00	\$ 252.00	\$ 662.00
25		DUNKIN DONUTS	\$ 1,084.14	\$ 134.00	\$ 950.14
25		EDWARD HARUTUNIAN	\$ 0.06	\$ -	\$ 0.06
25		ENGIE SERVICES	\$ 414.00	\$ 45.00	\$ 369.00
25		ENTERPRISE RENT-A-CAR	\$ 43,577.96	\$ 1,027.95	\$ 42,550.01
25		FACILITY SOLUTIONS INC.	\$ 173.00	\$ -	\$ 173.00
25		FEDERAL GRANTS	\$ 2,130,234.65	\$ 1,268,133.89	\$ 862,100.76
25		HERTZ CORPORATION	\$ 2,049.40	\$ 206.88	\$ 1,842.52
25		HOST INTERNATIONAL, INC.	\$ 67,645.23	\$ -	\$ 67,645.23
25		HUDSON GROUP	\$ 5,901.75	\$ 99.00	\$ 5,802.75
25		JACOBS ENGINEERING GROUP INC	\$ 90.00	\$ 45.00	\$ 45.00
25		JODICE, TIMOTHY	\$ 45.00	\$ -	\$ 45.00
25		LEGACY AIRWAYS, LLC	\$ 49,842.91	\$ 1,212.44	\$ 48,630.47
25		LEIDOS, SECURITY DETECTION & AUTOMATION, INC.	\$ 450.00	\$ -	\$ 450.00
25		LONDONDERRY FLYING CLUB.	\$ 290.00	\$ 45.00	\$ 245.00
25		MANCOAIR II, LLC	\$ 3,387.86	\$ -	\$ 3,387.86
25		MHT HEX HANGARS - BRYAN HALTER	\$ 64.00	\$ -	\$ 64.00
25		MISCELLANEOUS	\$ 489.98	\$ -	\$ 489.98
25		NATIONAL FLIGHT SIMULATOR	\$ 64,338.97	\$ 19,404.99	\$ 44,933.98
25		NORTHEAST RAMP HANGAR, LLC	\$ 358.00	\$ 189.00	\$ 169.00
25		PRO STAR AVIATION	\$ 135.00	\$ -	\$ 135.00
25		SAME DAY DELIVERY SERVICES, LLC	\$ 245.00	\$ -	\$ 245.00
25		SDNE, LLC	\$ 64.00	\$ -	\$ 64.00
25		SOUTHWEST AIRLINES, INC.	\$ 188,145.61	\$ 187,880.86	\$ 264.75
25		SPIRIT AIRLINES, INC.	\$ 226,713.44	\$ 139,517.51	\$ 87,195.93
25		T-MOBILE NORTHEAST, LLC	\$ 819.00	\$ 351.00	\$ 468.00
25		TRIDENT AVIATION, LLC	\$ 800.00	\$ 400.00	\$ 400.00
25		UNITED AIRLINES, INC.	\$ 17,525.64	\$ 16,382.92	\$ 1,142.72
25		UNITED PARCEL SERVICES, INC.	\$ 2,411.01	\$ 1,890.01	\$ 521.00
25		VERIZON WIRELESS	\$ 45.00	\$ -	\$ 45.00
25		WORLDWIDE FLIGHT SERVICES, INC. (WFS)	\$ 1,216.37	\$ 383.00	\$ 833.37
25 - AIRPORT TOTALS			\$ 2,850,445.61	\$ 1,640,258.52	\$ 1,210,187.09
27	19303	LIBERTY SEPTIC LLC	\$ 20,242.60	\$ 2,894.99	\$ 17,347.61
27 - EPD TOTALS			\$ 20,242.60	\$ 2,894.99	\$ 17,347.61
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	33850	168 MERRIMACK ST LLC	\$ 1,274.40	\$ 97.20	\$ 1,177.20
30	28454	300 GAY ST ACQUISITION	\$ 1,716.75	\$ 1,080.00	\$ 636.75
30	16889	323 CONCORD STREET, LLC	\$ 1,219.06	\$ 540.00	\$ 679.06
30	29825	351 CHESTNUT ST LLC	\$ 1,080.00	\$ -	\$ 1,080.00
30	2988	497 SILVER ST ASSOCIATE	\$ 349.50	\$ 27.00	\$ 322.50
30	30122	79 CARL DR. REALTY, LLC	\$ 1,620.00	\$ 540.00	\$ 1,080.00
30	32887	ADT COMMERCIAL	\$ 141.33	\$ 8.00	\$ 133.33
30	30492	AMBER LLC ASSOCIATES	\$ 5.00	\$ -	\$ 5.00
30	606	AMERICAN NATIONAL RED C	\$ 2,160.00	\$ -	\$ 2,160.00
30	30102	BT PROPERTY LLC	\$ 2,168.10	\$ -	\$ 2,168.10
30	32930	CENTURY LINK	\$ 104.50	\$ -	\$ 104.50
30	33662	CVS	\$ 1,215.00	\$ 540.00	\$ 675.00
30	8132-30	FEMA	\$ 601,343.02	\$ -	\$ 601,343.02
30	7901	FERNANDO HILARION	\$ 540.00	\$ -	\$ 540.00
30	32576	FINCH, RUTH	\$ 1,080.00	\$ 540.00	\$ 540.00
30	7966	HARVEY INDUSTRIES	\$ 564.30	\$ -	\$ 564.30
30	33633	HERTZ CORP	\$ 234.50	\$ 18.00	\$ 216.50
30	2708	MARELD CO INC	\$ 270.00	\$ -	\$ 270.00
30	33625	MATHEWSON TRI GAS INC	\$ 106.00	\$ 6.00	\$ 100.00
30	33838	MERRIMACK ST BRDG HOUSE	\$ 2,106.10	\$ 160.20	\$ 1,945.90
30	30133	NEP MANCHESTER HS OWNER	\$ 1,080.00	\$ 540.00	\$ 540.00
30	27451	NEP MANCHESTER TP OWNER	\$ 1,196.50	\$ 9.00	\$ 1,187.50
30	31190	NORTHLAND INVESTMENT CO	\$ 1,080.00	\$ -	\$ 1,080.00
30	33614	OLISZCZAK, MARINA	\$ 1,260.00	\$ 540.00	\$ 720.00
30	32631	PARAGON INVESTMENTS LLC	\$ 1,080.00	\$ 540.00	\$ 540.00
30	34117-30	QUEEN CITY PRIDE INC	\$ 694.90	\$ 48.50	\$ 646.40
30	33288	REALTY INCOME CORPORATI	\$ 1,620.00	\$ 540.00	\$ 1,080.00
30	11092	RITE AID CORPORATION	\$ 1,080.00	\$ 540.00	\$ 540.00
30	34110	SANMINA CORP.	\$ 315.00	\$ -	\$ 315.00
30	32867	SERITAGE SRC FINANCE, L	\$ 1,080.00	\$ 540.00	\$ 540.00
30	16677	SUNBELT RENTALS	\$ 304.50	\$ -	\$ 304.50
30	21857	VA MEDICAL CENTER	\$ 160.00	\$ 21.00	\$ 139.00
30	62	YEE DYNASTY	\$ 1,080.00	\$ -	\$ 1,080.00
30 - FIRE TOTALS			\$ 633,488.46	\$ 6,874.90	\$ 626,613.56
33	21994	CELLULAR FREEDOM, INC	\$ 29.67	\$ -	\$ 29.67
33	8132-33	FEMA	\$ 35,250.00	\$ -	\$ 35,250.00

City of Manchester NH - Receivables
Over 90 Days as of 5/4/2023

TYPE	CUST ID	NAME	TOTAL	CURRENT - 90 DAYS DUE	OVER 90 DAYS DUE
33	19086	GOOD STILL	\$ 736.86	\$ -	\$ 736.86
34	13502	ACCURATE TREE SERVICE	\$ 3,901.01	\$ 821.25	\$ 3,079.76
34	15593	AE COM	\$ 546.00	\$ 292.00	\$ 254.00
34	11273	ALS ASSO NE CHAPTER	\$ 928.00	\$ -	\$ 928.00
34	85	ASPLUNDH TREE EXPERT CO	\$ 2,451.00	\$ 292.00	\$ 2,159.00
34	32754	ATLANTIC PAVING	\$ 365.00	\$ -	\$ 365.00
34	33904	BANGOR SAVINGS BANK	\$ 254.00	\$ -	\$ 254.00
34	1201	COMCAST	\$ 838.00	\$ 584.00	\$ 254.00
34	30650	CONSOLIDATED COMMUNICAT	\$ 23,334.38	\$ 8,061.30	\$ 15,273.08
34	2559	CONTROL TECHNOLOGIES	\$ 254.00	\$ -	\$ 254.00
34	33707	CVS PHARMACY	\$ 892.75	\$ 638.75	\$ 254.00
34	34226	DARTMOUTH HEALTH CHILDR	\$ 328.50	\$ -	\$ 328.50
34	1983	DOUBLETREE BY HILTON	\$ 1,964.75	\$ 1,679.00	\$ 285.75
34	7965	EAST COAST SIGNAL	\$ 1,430.00	\$ 985.50	\$ 444.50
34	10987	ERNIE'S EXCAVATION	\$ 1,690.25	\$ 1,277.50	\$ 412.75
34	4313	EVERSOURCE ENERGY (BEDF	\$ 8,463.99	\$ 7,527.46	\$ 936.53
34	2094	EVERSOURCE ENERGY (HOOK	\$ 29,508.38	\$ 23,396.50	\$ 6,111.88
34	32878	FRIENDS OF ANDREW YANG	\$ 476.00	\$ -	\$ 476.00
34	1277	HALEY AND ALDRICH	\$ 1,125.44	\$ 292.00	\$ 833.44
34	22443	HANNAFORD	\$ 11,574.75	\$ 3,796.00	\$ 7,778.75
34	33637	J PASCY QUALITY PAINTIN	\$ 254.00	\$ -	\$ 254.00
34	32541	KNIGHTS EXCAVATION	\$ 855.50	\$ -	\$ 855.50
34	18609	LIBERTY UTILITIES, INC	\$ 48,722.45	\$ 31,481.25	\$ 17,241.20
34	31726	LOW IMPACT LOGGIN	\$ 508.00	\$ -	\$ 508.00
34	34	MANCHESTER FIRE DEPARTM	\$ 292.00	\$ -	\$ 292.00
34	2539	MANCHESTER HIGHWAY DEPT	\$ 29,666.00	\$ 3,577.00	\$ 26,089.00
34	5647	MCGARVEYS SALOON	\$ 258.00	\$ -	\$ 258.00
34	857	MEMORIAL HIGH SCHOOL	\$ 762.00	\$ -	\$ 762.00
34	17616	NBC NEWS	\$ 7,140.00	\$ -	\$ 7,140.00
34	33988	NEW WAVE COMMUNICATIONS	\$ 2,927.50	\$ 2,419.50	\$ 508.00
34	33062	NEWMANS EXCAVATION	\$ 246.00	\$ -	\$ 246.00
34	33617	OUT FRONT MEDIA	\$ 254.00	\$ -	\$ 254.00
34	725	PARK CONSTRUCTION CORP	\$ 285.75	\$ -	\$ 285.75
34	11710	PHOENIX COMMUNICATIONS	\$ 92,095.38	\$ 86,935.25	\$ 5,160.13
34	34117-34	QUEEN CITY PRIDE INC	\$ 4,378.50	\$ -	\$ 4,378.50
34	64	SCHOOL ADMINISTRATIVE U	\$ 9,713.50	\$ 8,176.00	\$ 1,537.50
34	31993	SECURITY INDUSTRY SPECI	\$ 2,574.25	\$ 1,679.00	\$ 895.25
34	9601	SIGN GALLERY	\$ 327.25	\$ -	\$ 327.25
34	12560	SPIDER-BITE	\$ 60.00	\$ -	\$ 60.00
34	33316	ST MORITZ SECURITY SERV	\$ 492.00	\$ -	\$ 492.00
34	15338	TD BANK	\$ 3,536.25	\$ -	\$ 3,536.25
34	33992	THE NATURE CONSERVANCY	\$ 254.00	\$ -	\$ 254.00
34	22474	TODDS TREE SERVICE	\$ 428.63	\$ -	\$ 428.63
34	2366	TRINITY HIGH SCHOOL	\$ 3,212.00	\$ -	\$ 3,212.00
34	30901	WADLEIGH, STARR & PETER	\$ 292.00	\$ -	\$ 292.00
34	24304	WHISKEY'S 20	\$ 1,290.00	\$ -	\$ 1,290.00
35	16984	GEICO BF/NJ CLAIMS	\$ 15.55	\$ 0.90	\$ 14.65
33, 34, 35, & 36 - POLICE TOTALS			\$ 337,183.24	\$ 183,912.16	\$ 153,271.08
41	8132-41	FEMA	\$ 25,054.30	\$ 911.54	\$ 24,142.76
41 - HEALTH TOTALS			\$ 25,054.30	\$ 911.54	\$ 24,142.76
50	8018	AHRENT, JEFFREY	\$ 269.38	\$ -	\$ 269.38
50	32051	ASPROGIANNIS, STYLIANOS	\$ 82.04	\$ -	\$ 82.04
50	34125	BACELAR, CHRISTINA	\$ 5.08	\$ -	\$ 5.08
50	32988	BALDIZAN, FRANK	\$ 337.50	\$ -	\$ 337.50
50	32206	BASSETT, SHANNA	\$ 277.97	\$ -	\$ 277.97
50	32489	BEDDINGTON, LINDA	\$ 29.26	\$ -	\$ 29.26
50	32376	BELMAIN, AMBER	\$ 8.74	\$ -	\$ 8.74
50	33347	BERUBE, GEORGE	\$ 530.70	\$ -	\$ 530.70
50	32530	BLACK WATER FIRE PROTEC	\$ 126.25	\$ -	\$ 126.25
50	33969	BONDON, BENJAMIN	\$ 61.23	\$ -	\$ 61.23
50	33428	BOWES, DOUGLAS	\$ 7.44	\$ -	\$ 7.44
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	33589	CATALDO, LEWIS	\$ 22.84	\$ -	\$ 22.84
50	33278	CERATO, JOSEPH	\$ 82.70	\$ -	\$ 82.70
50	32868	CHENEVERT, PATTI	\$ 80.00	\$ -	\$ 80.00
50	32757	CORCORAN, JEFFREY	\$ 27.75	\$ -	\$ 27.75
50	34000	CORREA, XAVIER MORALES	\$ 133.31	\$ -	\$ 133.31
50	33375	COSTA, LISA	\$ 20.12	\$ -	\$ 20.12
50	34127	CRAIG, LAURIE	\$ 47.96	\$ -	\$ 47.96
50	31952	CUMMINGS, STEPHEN	\$ 73.16	\$ -	\$ 73.16
50	34244	CURRIVAN, CASEY	\$ 52.70	\$ 3.70	\$ 49.00
50	32758	CYR, SYNDEE	\$ 55.00	\$ -	\$ 55.00
50	33726	DEAN, JORDAN	\$ 68.61	\$ -	\$ 68.61
50	33430	DELGRECO, JESSE	\$ 337.19	\$ -	\$ 337.19
50	33023	DELISLE, VIVIAN	\$ 55.00	\$ -	\$ 55.00
50	31953	DESJARLAIS, STEPHEN	\$ 51.22	\$ -	\$ 51.22
50	33807	DINSMOOR, BRANDI	\$ 51.51	\$ -	\$ 51.51
50	28287	DOUGLAS, THOMAS	\$ 18.60	\$ -	\$ 18.60
50	32536	DROUIN, JOHN	\$ 141.10	\$ -	\$ 141.10

City of Manchester NH - Receivables
Over 90 Days as of 5/4/2023

TYPE	CUST ID	NAME	TOTAL	CURRENT - 90 DAYS DUE	OVER 90 DAYS DUE
50	217	EASTER SEALS NH INC	\$ 998.17	\$ 996.53	\$ 1.64
50	31144	EAVES, JOSHUA	\$ 44.20	\$ -	\$ 44.20
50	33970	ESTRADA, HERIBERTO GARC	\$ 86.52	\$ -	\$ 86.52
50	3127	EVERSOURCE	\$ 1,481.22	\$ 1,402.50	\$ 78.72
50	33348	FABRIZIO, ANTHONY	\$ 68.40	\$ -	\$ 68.40
50	33750	FALCONERY, CRUZ	\$ 69.33	\$ -	\$ 69.33
50	33216	FELT, WILLIAM	\$ 69.33	\$ -	\$ 69.33
50	33740	FODEN, JOSEPH	\$ 55.13	\$ -	\$ 55.13
50	34204	FORBES, TREY	\$ 5.48	\$ 0.48	\$ 5.00
50	33021	FOURNIER, NOAH	\$ 136.78	\$ -	\$ 136.78
50	32675	FREEMAN, JOE	\$ 109.95	\$ -	\$ 109.95
50	33477	FREITAS, ANTONIO	\$ 5.24	\$ -	\$ 5.24
50	32192	FURMAN, DAVID	\$ 82.29	\$ -	\$ 82.29
50	32348	GADSBY, DAVID	\$ 64.90	\$ -	\$ 64.90
50	33201	GARCIA, SERGIO	\$ 25.61	\$ -	\$ 25.61
50	31599	GAUDET, SCOTT J.	\$ 66.65	\$ -	\$ 66.65
50	33594	GAUTHIER, DIANA	\$ 65.72	\$ -	\$ 65.72
50	31031	GAW, ADAM K.	\$ 192.74	\$ -	\$ 192.74
50	33416	GEORGE, ELIZABETH	\$ 55.00	\$ -	\$ 55.00
50	31954	GINGRAS, ROBERTA	\$ 194.50	\$ -	\$ 194.50
50	33376	GOLDEN, CHRISTOPHER	\$ 80.48	\$ -	\$ 80.48
50	33283	GRAMOLINI, JEANELLE	\$ 42.65	\$ -	\$ 42.65
50	34090	GUZMAN, JUAN	\$ 84.71	\$ -	\$ 84.71
50	34174	HAYES, LAURA	\$ 51.97	\$ 4.26	\$ 47.71
50	31053	HENDRICKS, JAMES	\$ 16.84	\$ -	\$ 16.84
50	33480	HERNANDEZ, JOSE SANTIAG	\$ 12.25	\$ -	\$ 12.25
50	31533	HILARY, HENRY	\$ 23.42	\$ -	\$ 23.42
50	33882	HILBERT, BION	\$ 59.95	\$ -	\$ 59.95
50	32370	HINSE, BRYAN	\$ 219.90	\$ -	\$ 219.90
50	33145	HOOKE, KEN	\$ 113.15	\$ -	\$ 113.15
50	33494	HOWARD, KEVIN	\$ 15.25	\$ -	\$ 15.25
50	33110	INO, ALEX	\$ 5.32	\$ -	\$ 5.32
50	33332	JACOB, TRACY	\$ 5.57	\$ -	\$ 5.57
50	32516	JACOME, AUGUSTUS	\$ 75.15	\$ -	\$ 75.15
50	32983	JENSEN, AMY	\$ 42.24	\$ -	\$ 42.24
50	33200	JOHNSON, CORDERO	\$ 70.81	\$ -	\$ 70.81
50	32676	KARGBO, ALHAJI	\$ 64.90	\$ -	\$ 64.90
50	33482	KASEY, LAWRENCE	\$ 76.80	\$ -	\$ 76.80
50	33591	KIMBALL, DANA	\$ 87.04	\$ -	\$ 87.04
50	33755	KNEE, MICHAEL	\$ 5.56	\$ -	\$ 5.56
50	33758	LACASSE, JOSEPH	\$ 5.56	\$ -	\$ 5.56
50	33721	LAForge, PHILIP	\$ 9.79	\$ -	\$ 9.79
50	33131	LAIncy, JEAN	\$ 23.63	\$ -	\$ 23.63
50	32505	LANDRY, BRANDON	\$ 26.72	\$ -	\$ 26.72
50	33809	LAVALLEE, ROBERT	\$ 137.34	\$ -	\$ 137.34
50	31052	LEMO, KEVIN	\$ 71.10	\$ -	\$ 71.10
50	33920	LEPAGE, ROBIN	\$ 55.00	\$ -	\$ 55.00
50	18609	LIBERTY UTILITIES, INC	\$ 22,785.19	\$ 22,480.62	\$ 304.57
50	17579	LODI TRUST	\$ 56.83	\$ -	\$ 56.83
50	32483	LOGIACCO, FRANCESCO	\$ 13.33	\$ -	\$ 13.33
50	33327	LUCE, VICTOR	\$ 174.70	\$ -	\$ 174.70
50	32283	MACDONALD, STANLEY	\$ 405.16	\$ 22.38	\$ 382.78
50	2545	MANCHESTER FACILITIES D	\$ 254.00	\$ -	\$ 254.00
50	2557	MANCHESTER WATER WORKS	\$ 35,482.66	\$ 33,060.33	\$ 2,422.33
50	32522	MAROTTO, DAVID	\$ 124.35	\$ -	\$ 124.35
50	32778	MARSH, KELLY	\$ 30.00	\$ -	\$ 30.00
50	33758	MARTINEAU, WAYNE	\$ 50.01	\$ -	\$ 50.01
50	32385	MARTINEZ, CHRISTINE	\$ 85.01	\$ -	\$ 85.01
50	33610	MCKINNON, JEFFREY	\$ 79.00	\$ -	\$ 79.00
50	8659	MCLAURIN ENTERPRISE	\$ 791.23	\$ 742.25	\$ 48.98
50	34234	MCAHON, ROBERT	\$ 13.15	\$ 0.90	\$ 12.25
50	33483	METCALF, MICHAEL	\$ 38.40	\$ -	\$ 38.40
50	33377	METHE, WADE	\$ 12.29	\$ -	\$ 12.29
50	33971	MIDDLEBROOKS, JAKARI	\$ 49.84	\$ -	\$ 49.84
50	33722	MIELE, KAYLA	\$ 13.19	\$ -	\$ 13.19
50	34094	MILLER, STEVEN	\$ 28.59	\$ -	\$ 28.59
50	31641	MILTNER, ERIC	\$ 27.40	\$ -	\$ 27.40
50	33476	MONDO, BAH	\$ 208.22	\$ -	\$ 208.22
50	34201	MOORE, NATHANIEL	\$ 78.23	\$ 6.48	\$ 71.75
50	34175	NAGY, JUSTIN	\$ 67.44	\$ 5.52	\$ 61.92
50	33379	PICARD, SCOTT	\$ 78.11	\$ -	\$ 78.11
50	34181	PORTER, APRIL	\$ 55.00	\$ -	\$ 55.00
50	31767	PRUSUTAM, NEPAL	\$ 119.26	\$ -	\$ 119.26
50	34117-50	QUEEN CITY PRIDE INC	\$ 1,346.97	\$ -	\$ 1,346.97
50	33339	QUINN, RYAN	\$ 70.81	\$ -	\$ 70.81
50	33810	RAMADHANI, KIKI	\$ 185.05	\$ -	\$ 185.05
50	30809	RAYMOND, JAMES	\$ 61.88	\$ -	\$ 61.88
50	33143	REAGAN, RYAN	\$ 42.65	\$ -	\$ 42.65
50	8881	RED OAK PROPERTY MANAGE	\$ 407.57	\$ 404.25	\$ 3.32
50	16772	RICARD, DUANE	\$ 72.63	\$ -	\$ 72.63
50	33125	RIVERA, JOSHUA	\$ 48.54	\$ -	\$ 48.54
50	32269	ROBICHAUD, DENNIS	\$ 115.46	\$ -	\$ 115.46

City of Manchester NH - Receivables
Over 90 Days as of 5/4/2023

TYPE	CUST ID	NAME	TOTAL	CURRENT - 90 DAYS DUE	OVER 90 DAYS DUE
50	31187	ROBINSON, JOSHUA	\$ 151.79	\$ -	\$ 151.79
50	33146	ROSSMAN, ALEXEXIS	\$ 5.32	\$ -	\$ 5.32
50	32908	RUIZ, JORGE	\$ 180.00	\$ -	\$ 180.00
50	33383	RUSSELL HARDING PROPERT	\$ 290.55	\$ -	\$ 290.55
50	32911	SALAMANCA, JESUS	\$ 166.25	\$ -	\$ 166.25
50	34176	SALAS, JERRY	\$ 62.25	\$ -	\$ 62.25
50	34202	SARETTE, DOUGLAS	\$ 26.00	\$ -	\$ 26.00
50	32909	SHABAKA, SHERIF	\$ 77.00	\$ -	\$ 77.00
50	32741	SILVENT, JOHN	\$ 70.85	\$ -	\$ 70.85
50	33331	SOLER, LUIS	\$ 5.32	\$ -	\$ 5.32
50	33217	STANELY, SEAN	\$ 43.78	\$ -	\$ 43.78
50	32746	TIERNEY, DOUGLAS	\$ 35.27	\$ -	\$ 35.27
50	31855	TOSADO-NIEVES, PABLO	\$ 107.25	\$ -	\$ 107.25
50	32480	TURSKI, TODD	\$ 108.15	\$ -	\$ 108.15
50	33554	WARREN, SHAWN	\$ 90.12	\$ -	\$ 90.12
50	31030	YOUNG, DAVID	\$ 34.18	\$ -	\$ 34.18
50	33885	YOUNG, JOHN	\$ 65.60	\$ -	\$ 65.60
50	32947	ZENANDRE, BRACCIO	\$ 180.36	\$ -	\$ 180.36
50	32407	ZLOTRG, ALDIN	\$ 224.00	\$ 26.25	\$ 197.75
50	33763	ZONA, NICHOLAS	\$ 51.97	\$ -	\$ 51.97
50	33307	ZUKANOVIC, ALAN	\$ 182.27	\$ -	\$ 182.27
50 & 51 - HIGHWAY TOTALS			\$ 74,391.38	\$ 59,156.45	\$ 15,234.93
52	25446	844 ELM ST. LLC	\$ 3,655.00	\$ 1,020.00	\$ 2,635.00
52	33277	AGUIAR, WELLINGTON	\$ 120.00	\$ -	\$ 120.00
52	33835	ALLEN, SCOTT	\$ 255.09	\$ 21.79	\$ 233.30
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	33898	BARNETT, ANTHONY	\$ 170.00	\$ -	\$ 170.00
52	25450	BAROODY AND GREENWOOD	\$ 1,360.50	\$ 1,360.00	\$ 0.50
52	32931	BARROWS, BECKY	\$ 222.49	\$ -	\$ 222.49
52	34098	BASS, TYLER	\$ 85.00	\$ -	\$ 85.00
52	33065	BECK, JOHN	\$ 595.00	\$ 255.00	\$ 340.00
52	33606	BEDARD, TERA	\$ 340.00	\$ -	\$ 340.00
52	33195	BREEZE HOME LOANS	\$ 1,615.50	\$ 1,190.00	\$ 425.50
52	33985	BRIGMAN, JUSTIN	\$ 3.60	\$ 2.70	\$ 0.90
52	33151	BROWN, ERIC	\$ 165.00	\$ -	\$ 165.00
52	33936	BRUNO, MARK	\$ 687.98	\$ 446.16	\$ 241.82
52	31542	BYRNE, KAREN	\$ 113.32	\$ -	\$ 113.32
52	33638	CAHALANE, KATHLEEN	\$ 132.41	\$ 9.96	\$ 122.45
52	25382	CALIFARNO, SHARON	\$ 110.00	\$ -	\$ 110.00
52	32547	CONGRESSMAN CHRIS PAPPA	\$ 935.00	\$ 340.00	\$ 595.00
52	33388	CONNOR, MATTHEW	\$ 687.98	\$ 446.16	\$ 241.82
52	34009	CONTRERAS, FREDDY	\$ 680.00	\$ 595.00	\$ 85.00
52	33979	CORREA, ANTHONY	\$ 595.00	\$ 85.00	\$ 510.00
52	12388	COZZENS, MARY	\$ 120.00	\$ -	\$ 120.00
52	29721	CRUZ, ZAMAIRA	\$ 55.00	\$ -	\$ 55.00
52	31099	CURTIS, RICKY	\$ 145.00	\$ -	\$ 145.00
52	31157	DEKORNE, CATHERINE	\$ 120.00	\$ -	\$ 120.00
52	33878	DELGADILLO, MARTIN	\$ 170.00	\$ -	\$ 170.00
52	33628	DEXTER, JOANNE	\$ 278.32	\$ 223.32	\$ 55.00
52	30960	DIETER, DAVID	\$ 121.80	\$ -	\$ 121.80
52	33303	DION, MICHELLE	\$ 340.00	\$ -	\$ 340.00
52	32201	DULCES BAKERY, LLC.	\$ 124.11	\$ 9.96	\$ 114.15
52	238	ECKHARDT & JOHNSON	\$ 325.79	\$ 14.04	\$ 311.75
52	33509	FALSTEIN, MACK	\$ 255.00	\$ -	\$ 255.00
52	32969	FARGO, MICHAEL	\$ 225.81	\$ -	\$ 225.81
52	33894	FICICI, AYSUN	\$ 85.00	\$ -	\$ 85.00
52	32374	FISHER, CELIA	\$ 510.00	\$ 425.00	\$ 85.00
52	11836	FRANKLIN PIERCE UNIVRS	\$ 14,403.40	\$ 8,443.40	\$ 5,960.00
52	33793	FUNK, DEB	\$ 680.00	\$ 595.00	\$ 85.00
52	33732	GAGNON, MARK	\$ 935.00	\$ 595.00	\$ 340.00
52	32561	GAINOR, EDWARD	\$ 1,105.00	\$ 595.00	\$ 510.00
52	32248	GALGANO, MICHAEL	\$ 165.00	\$ -	\$ 165.00
52	33462	GHANAYEM, ABDUL	\$ 255.00	\$ -	\$ 255.00
52	34084	GILDRED, SONYA	\$ 170.00	\$ -	\$ 170.00
52	28497	GLOBAL PLASTICS	\$ 1,116.63	\$ 1,116.50	\$ 0.13
52	33498	GODIN, JANELLE	\$ 74.40	\$ 5.40	\$ 69.00
52	33771	GONZALES, ELIJAH	\$ 255.00	\$ -	\$ 255.00
52	34163	GRASSO, MONICA	\$ 509.11	\$ 399.11	\$ 110.00
52	20842	GRICE, THOMAS	\$ 113.32	\$ -	\$ 113.32
52	33734	GUGUAI, PEYOUR	\$ 1,020.00	\$ 595.00	\$ 425.00
52	33234	HARRINGTON, IRENE	\$ 85.00	\$ -	\$ 85.00
52	33317	HART, JEREMY	\$ 255.00	\$ -	\$ 255.00
52	33466	HAYDEN, LYNN	\$ 754.20	\$ 451.50	\$ 302.70
52	2983	HILLSBOROUGH COUNTY ATT	\$ 5,700.00	\$ 5,640.00	\$ 60.00
52	33267	HINCKLEY, ERIN	\$ 935.00	\$ 595.00	\$ 340.00
52	31900	JOHNSON, ERIN N.	\$ 255.00	\$ -	\$ 255.00
52	31169	JOHNSON, JASON	\$ 170.00	\$ -	\$ 170.00

City of Manchester NH - Receivables
Over 90 Days as of 5/4/2023

TYPE	CUST ID	NAME	TOTAL	CURRENT - 90 DAYS DUE	OVER 90 DAYS DUE
52	6384	JOHNSON, KAREN	\$ 85.00	\$ -	\$ 85.00
52	33117	JONES, DANIEL	\$ 132.68	\$ 10.86	\$ 121.82
52	32618	KARPEL, PAUL	\$ 85.00	\$ -	\$ 85.00
52	32635	KELLEY, EDWARD	\$ 435.30	\$ 315.30	\$ 120.00
52	33240	LAFFERTY, TANYA	\$ 822.30	\$ 456.90	\$ 365.40
52	33373	LANNAN, DANIEL	\$ 77.10	\$ 5.40	\$ 71.70
52	34095	LEFEBVRE, MATTHEW	\$ 255.00	\$ 170.00	\$ 85.00
52	33443	LEGAULT, NICKOLIS	\$ 340.00	\$ -	\$ 340.00
52	32249	LLAMA, FRANK III	\$ 111.66	\$ -	\$ 111.66
52	33172	Lligvichuzhan, JOHN	\$ 85.00	\$ -	\$ 85.00
52	34133	LOGAN, SHANITA	\$ 569.09	\$ 404.09	\$ 165.00
52	29657	LORENA'S CANTINA	\$ 113.30	\$ -	\$ 113.30
52	32787	MACLAUGHLIN, VICTORIA	\$ 60.00	\$ -	\$ 60.00
52	32761	MADHUMITHA, GOKA	\$ 85.00	\$ -	\$ 85.00
52	20949	MAGGIO, JOHN	\$ 236.59	\$ 172.99	\$ 63.60
52	33177	MALONE, ANDREW	\$ 977.50	\$ -	\$ 977.50
52	25544	MARITIME PROGRAM GROUP	\$ 680.00	\$ 510.00	\$ 170.00
52	31989	MARTIN, MIRANDA	\$ 255.00	\$ -	\$ 255.00
52	32287	MCCARTHY, JAMES	\$ 85.00	\$ -	\$ 85.00
52	30420	MCKINNEY, MONICA	\$ 60.00	\$ -	\$ 60.00
52	32764	MILLER, LEE	\$ 60.00	\$ -	\$ 60.00
52	34013	MITCHELL, KOLYN	\$ 299.90	\$ 22.41	\$ 277.49
52	33813	MONTY, THOMAS	\$ 255.00	\$ -	\$ 255.00
52	10142	MORRISON MAHONEY LLP	\$ 680.00	\$ -	\$ 680.00
52	33305	MWANGI, VICTOR	\$ 175.00	\$ -	\$ 175.00
52	31723	NAZARALI, MILA	\$ 62.70	\$ -	\$ 62.70
52	33525	NEMECEK, ANDREA	\$ 85.00	\$ -	\$ 85.00
52	33968	NESBETH, KATHRYN	\$ 419.86	\$ 84.88	\$ 334.98
52	31297	OGLEBAY, MISSY	\$ 60.00	\$ -	\$ 60.00
52	33588	OSMAN, MAZIN	\$ 428.95	\$ 370.75	\$ 58.20
52	18443	OTIS, MARK	\$ 55.00	\$ -	\$ 55.00
52	33716	OUELLET, NOAH	\$ 350.30	\$ 84.90	\$ 265.40
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	25558	PARKHURST, SHERWIN	\$ 85.00	\$ -	\$ 85.00
52	31545	PEARSONS INC	\$ 382.50	\$ 170.00	\$ 212.50
52	32183	PEREIRA, JUSTIN	\$ 180.00	\$ -	\$ 180.00
52	33900	PEREZ, MILITZA	\$ 170.00	\$ -	\$ 170.00
52	33321	PESANTE, ASHTON EZRA	\$ 490.80	\$ 430.80	\$ 60.00
52	33842	POISSON, KENNETH	\$ 127.43	\$ 9.96	\$ 117.47
52	31427	PROVENCHER, EMILY	\$ 170.00	\$ -	\$ 170.00
52	33782	RAKOWSKI, RACHEL	\$ 63.30	\$ 4.98	\$ 58.32
52	31830	RATCHFORD, ASHLEY	\$ 85.00	\$ -	\$ 85.00
52	31736	RITCHE, JENNI	\$ 180.00	\$ -	\$ 180.00
52	34106	RIVERA, EDISON TARDI	\$ 507.00	\$ 266.10	\$ 240.90
52	29418	ROBINSON, CONNOR	\$ 595.00	\$ 510.00	\$ 85.00
52	33989	ROBY-DAIGLE, MERCEDES	\$ 256.20	\$ 16.20	\$ 240.00
52	33170	ROMARY, THOMAS	\$ 935.00	\$ 595.00	\$ 340.00
52	26662	RUNNER'S ALLEY	\$ 331.82	\$ 331.67	\$ 0.15
52	33153	SCHUNEMANN, EDMUND	\$ 12.24	\$ 0.96	\$ 11.28
52	34008	SCHWAB, MATTHEW	\$ 555.30	\$ 435.30	\$ 120.00
52	32901	SEBA, APELETE CURTIS J	\$ 201.30	\$ 155.00	\$ 46.30
52	30959	SOUCY, JOEL	\$ 425.00	\$ -	\$ 425.00
52	33259	STACKPOLE, ANTHONY	\$ 226.16	\$ 17.28	\$ 208.88
52	11528	STRANGE, KAT	\$ 190.80	\$ -	\$ 190.80
52	33907	STREHLOW, WILLIAM	\$ 1,020.00	\$ 595.00	\$ 425.00
52	33745	TOWER, THOMAS	\$ 255.00	\$ -	\$ 255.00
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	4312	UNH-MANCHESTER	\$ 2,160.00	\$ -	\$ 2,160.00
52	34103	VINSON, PATRICK	\$ 188.10	\$ 128.10	\$ 60.00
52	8154	WEDU DESIGN	\$ 2,372.60	\$ 2,202.60	\$ 170.00
52	25603	WHALEN, LAURA	\$ 85.00	\$ -	\$ 85.00
52	33098	WILDE, MEREDITH	\$ 850.00	\$ 595.00	\$ 255.00
52 - PARKING TOTALS			\$ 67,655.34	\$ 34,547.43	\$ 33,107.91
65	34208	CASIMIR, REMY	\$ 1,593.50	\$ 13.50	\$ 1,580.00
65 - PARKS & RECREATION TOTALS			\$ 1,593.50	\$ 13.50	\$ 1,580.00
GRAND TOTALS			\$ 4,554,864.50	\$ 1,928,569.49	\$ 2,626,295.01

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
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.
9/28/2021	Airport	Legacy Airways Cargo	various	\$ 46,961.61	\$ 46,961.61	\$ -	\$ 46,961.61	Making periodic payments
12/7/2021	MPD	Whiskey's 20	various	\$ 1,290.00	\$ 1,290.00	\$ -	\$ 1,290.00	MPD resending invoices to address provided by Solicitors

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



Sharon Y. Wickens
Finance Officer

Michele A. Bogardus
Deputy Finance Officer

CITY OF MANCHESTER

Finance Department

May 8, 2023

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 ten months of fiscal year 2023.

Expenditures:

The average unobligated balance percentage after ten months should be 16.67% as a benchmark. All departments are within 10% of this benchmark with the exception of the Department of Public Works. The overall unobligated percentage after nine months is 20.13% for 2023 compared to 19.37% a year ago. Health insurance costs for 2023 continues to track significantly over budget. A comparison of retirement payouts through April for FY 2023 and 2022 is as follows:

	2023	2022
Payments	\$ 728,149	\$ 1,136,599
Retirements		
Police	334,200	242,994
Fire	206,091	338,186
DPW	149,068	189,109
All Other	38,790	366,310
Total	728,149	1,136,599

The following amounts have been transferred from the FY 2023 Contingency Account as of 4/30/2023:

Original Budget	7/1/2022	3,539,533.00
FY 2023 COLA/Pay Adjustments	7/1/2022	(2,793,348.15)
Traffic Signs at Connecting Rd/Brown Ave/S Beech/Frontage	8/2/2022	(12,000.00)
West Nile Virus Treatment	9/6/2022	(25,000.00)
Impound Lot Shed Construction	10/18/2022	(5,000.00)
West Nile Virus Treatment Unused	11/30/2022	14,315.69
Revised Balance - posted		718,500.54

Revenues:

Revenues for the first ten months of fiscal year 2023 are \$2.8 million higher than a year ago. Auto registrations are \$1.6 million higher and Permits are \$1 million higher than the same period a year ago. Interest income is \$1.7 million higher than a year ago due to increasing interest rates. Offsetting the increases is a decrease in School Chargebacks of \$1.3 million, primarily due to the School nurses moving to the School District in July 2022.

Sincerely,

A handwritten signature in black ink, appearing to read 'Sharon Y. Wickens', written over a horizontal line.

Sharon Y. Wickens.
Finance Officer

**CITY OF MANCHESTER
NEW HAMPSHIRE**



FINANCIAL REPORTS

**FOR THE TEN MONTHS ENDED
APRIL 30, 2023**

UNAUDITED

CITY OF MANCHESTER, NEW HAMPSHIRE
PRELIMINARY FINANCIAL STATEMENTS
TABLE OF CONTENTS
FOR THE TEN MONTHS ENDED APRIL 30, 2023
(UNAUDITED)

<u>Page</u>	<u>Title</u>
1	Budget vs Actual Expenditures - General Fund Fiscal Year 2023
2	Budget vs Actual Expenditures - General Fund Fiscal Year 2022
3	Non-Property Tax Revenues - General Fund Budget vs Actual by Department - Fiscal Year 2023
4	Non-Property Tax Revenues - General Fund Budget vs Actual by Type - Fiscal Year 2023
5	Non-Property Tax Revenues - General Fund Budget vs Actual by Type - Comparative Actual Fiscal Year 2022 vs Budget Fiscal Year 2023
6	Non-Property Tax Revenues - General Fund Budget vs Actual by Type - Fiscal Years 2022 vs 2023
7	Parking Division Account Balances Fiscal Year 2023

City of Manchester, New Hampshire
 Budget vs Actual Expenditures - General Fund
 By Department Without Restricted Items
 For The Ten Months Ended April 30, 2023
 (UNAUDITED)
 Budget Basis
 MNTBUDNBN1

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	FY 2023 MODIFIED BUDGET	FY 2023 OBLIGATIONS TO DATE	FY 2023 UNOBLIGATED BALANCE	FY 2023 PERCENT UNOBLIGATED
AGENCIES-				
ALDERMEN	\$ 70,000.00	\$ 51,250.00	\$ 18,750.00	26.79
ASSESSORS	788,236.26	566,662.70	221,573.56	28.11
CITY CLERK	1,060,565.29	802,364.02	258,201.27	24.35
MEDO	10,000.00	3,307.89	6,692.11	66.92
CITY SOLICITOR	1,775,210.65	1,306,076.12	469,134.53	26.43
FINANCE	1,026,031.93	816,419.08	209,612.85	20.43
CENTRAL FLEET MANAGEMENT	3,564,049.55	2,562,845.29	1,001,204.26	28.09
INFORMATION SYSTEMS	2,017,016.22	1,604,562.14	412,454.08	20.45
MAYOR	248,342.00	177,835.95	70,506.05	28.39
OFFICE OF YOUTH SERVICES	617,212.22	349,029.22	268,183.00	43.45
HUMAN RESOURCES	751,275.97	532,698.37	218,577.60	29.09
PLANNING & COMMUNITY DEVELOPMENT	2,325,771.42	1,768,501.43	557,269.99	23.96
TAX COLLECTOR	707,642.29	509,493.77	198,148.52	28.00
FIRE	22,614,134.15	18,535,164.97	4,078,969.18	18.04
POLICE	30,210,533.72	23,950,737.19	6,259,796.53	20.72
HEALTH	3,219,149.85	1,173,741.60	2,045,408.25	63.54
DEPARTMENT OF PUBLIC WORKS	30,244,736.01	27,677,219.74	2,567,516.27	8.49
WELFARE	974,413.85	790,518.25	183,895.60	18.87
LIBRARY	2,149,008.02	1,697,010.58	451,997.44	21.03
SENIOR SERVICES	252,371.45	153,641.47	98,729.98	39.12
TOTAL AGENCIES	104,625,700.85	85,029,079.78	19,596,621.07	18.73
RESTRICTED ITEMS-				
SEVERANCE PAY	1,100,000.00	728,148.72	371,851.28	33.80
WORKERS COMPENSATION - SALARY	684,000.00	947,727.23	(263,727.23)	(38.56)
WORKERS COMPENSATION - MEDICAL	1,783,654.00	1,571,134.40	212,519.60	11.91
HEALTH INSURANCE	12,513,720.00	12,445,830.00	67,890.00	.54
DENTAL INSURANCE	712,791.00	698,601.75	14,189.25	1.99
DEATH BENEFIT	72,601.00	49,903.21	22,697.79	31.26
DISABILITY INSURANCE	61,821.00	36,620.43	25,200.57	40.76
CITY RETIREMENT	11,847,890.54	9,157,136.22	2,690,754.32	22.71
FIRE STATE PENSION	6,268,246.92	5,018,617.27	1,249,629.65	19.94
POLICE STATE PENSION	7,654,541.41	6,080,973.53	1,573,567.88	20.56
FICA	3,207,427.74	2,575,556.27	631,871.47	19.70
UNEMPLOYMENT	25,000.00	9,800.00	15,200.00	60.80
TUITION	50,000.00	31,025.34	18,974.66	37.95
CGL INSURANCE	1,000,000.00	1,418,932.95	(418,932.95)	(41.89)
TOTAL RESTRICTED ITEMS	46,981,693.61	40,770,007.32	6,211,686.29	13.22

1
 1 OF 2

City of Manchester, New Hampshire
 Budget vs Actual Expenditures - General Fund
 By Department Without Restricted Items
 For The Ten Months Ended April 30, 2023
 (UNAUDITED)
 Budget Basis
 MNTBUDNBN1

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	FY 2023 MODIFIED BUDGET	FY 2023 OBLIGATIONS TO DATE	FY 2023 UNOBLIGATED BALANCE	FY 2023 PERCENT UNOBLIGATED
NON-DEPARTMENTAL ITEMS-				
CONTINGENCY	718,500.54	-	718,500.54	100.00
MPTS	469,287.00	469,287.00	-	-
CIVIC CONTRIBUTIONS	115,449.00	117,984.00	(2,535.00)	(2.20)
NON-CITY PROGRAMS	76,164.00	-	76,164.00	100.00
STREET LIGHTING	716,203.00	653,466.23	62,736.77	8.76
TRANSIT SUBSIDY	1,373,420.00	1,373,420.00	-	-
EMPLOYEE MEDICAL SERVICES	65,000.00	20,791.03	44,208.97	68.01
MATURING DEBT	11,300,000.00	5,251,467.58	6,048,532.42	53.53
INTEREST ON MATURING DEBT	4,800,000.00	3,088,660.92	1,711,339.08	35.65

TOTAL NON-DEPARTMENTAL ITEMS	19,634,023.54	10,975,076.76	8,658,946.78	44.10

TOTAL GENERAL FUND	\$ 171,241,418.00	\$ 136,774,163.86	\$ 34,467,254.14	20.13
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City of Manchester, New Hampshire
 Budget vs Actual Expenditures - General Fund
 By Department Without Restricted Items
 For The Ten Months Ended April 30, 2022
 (UNAUDITED)
 Budget Basis
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	FY 2022 MODIFIED BUDGET	FY 2022 OBLIGATIONS TO DATE	FY 2022 UNOBLIGATED BALANCE	FY 2022 PERCENT UNOBLIGATED
AGENCIES-				
ALDERMEN	\$ 70,000.00	\$ 50,000.00	\$ 20,000.00	28.57
ASSESSORS	658,719.00	520,114.18	138,604.82	21.04
CITY CLERK	1,031,152.00	752,387.89	278,764.11	27.03
CITY SOLICITOR	1,565,676.00	1,152,077.76	413,598.24	26.42
FINANCE	995,411.00	738,990.67	256,420.33	25.76
CENTRAL FLEET MANAGEMENT	3,416,256.00	2,637,796.05	778,459.95	22.79
INFORMATION SYSTEMS	1,888,071.00	1,406,347.97	481,723.03	25.51
MAYOR	238,342.00	201,382.89	36,959.11	15.51
OFFICE OF YOUTH SERVICES	590,969.00	447,061.43	143,907.57	24.35
HUMAN RESOURCES	734,037.00	522,787.35	211,249.65	28.78
PLANNING & COMMUNITY DEVELOPMENT	2,174,084.00	1,695,374.77	478,709.23	22.02
TAX COLLECTOR	665,599.00	502,246.81	163,352.19	24.54
FIRE	21,383,956.31	17,911,781.15	3,472,175.16	16.24
POLICE	27,990,595.27	23,085,012.24	4,905,583.03	17.53
HEALTH	2,647,786.76	2,167,278.92	480,507.84	18.15
DEPARTMENT OF PUBLIC WORKS	28,382,893.50	25,810,504.43	2,572,389.07	9.06
WELFARE	862,756.66	646,547.40	216,209.26	25.06
LIBRARY	2,026,156.00	1,673,751.01	352,404.99	17.39
SENIOR SERVICES	248,283.00	142,858.67	105,424.33	42.46
TOTAL AGENCIES	97,570,743.50	82,064,301.59	15,506,441.91	15.89
RESTRICTED ITEMS-				
WORKERS COMPENSATION - SALARY	697,113.28	605,068.67	92,044.61	13.20
WORKERS COMPENSATION - MEDICAL	2,050,951.77	1,940,821.14	110,130.63	5.37
HEALTH INSURANCE	14,531,330.39	11,729,494.30	2,801,836.09	19.28
DENTAL INSURANCE	674,082.91	547,173.37	126,909.54	18.83
DEATH BENEFIT	46,474.02	37,709.85	8,764.17	18.86
DISABILITY INSURANCE	41,629.25	34,748.02	6,881.23	16.53
CITY RETIREMENT	11,128,522.06	9,303,065.07	1,825,456.99	16.40
FIRE STATE PENSION	6,180,850.83	5,236,173.47	944,677.36	15.28
POLICE STATE PENSION	7,775,018.99	6,397,095.57	1,377,923.42	17.72
FICA	3,019,829.62	2,522,376.96	497,452.66	16.47
UNEMPLOYMENT	3,606.75	2,665.72	941.03	26.09
TUITION	28,750.20	22,777.79	5,972.41	20.77
CGL INSURANCE	1,882,826.95	1,556,240.89	326,586.06	17.35
TOTAL RESTRICTED ITEMS	48,060,987.02	39,935,410.82	8,125,576.20	16.91

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City of Manchester, New Hampshire
 Budget vs Actual Expenditures - General Fund
 By Department Without Restricted Items
 For The Ten Months Ended April 30, 2022
 (UNAUDITED)
 Budget Basis
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	FY 2022 MODIFIED BUDGET	FY 2022 OBLIGATIONS TO DATE	FY 2022 UNOBLIGATED BALANCE	FY 2022 PERCENT UNOBLIGATED
NON-DEPARTMENTAL ITEMS-				
MPTS	452,033.00	452,033.00	-	-
CONTINGENCY	750.00	750.00	-	-
CIVIC CONTRIBUTIONS	115,449.00	115,449.00	-	-
NON-CITY PROGRAMS	74,841.31	74,841.31	-	-
STREET LIGHTING	729,552.12	598,579.22	130,972.90	17.95
TRANSIT SUBSIDY	1,373,420.00	1,373,420.00	-	-
EMPLOYEE MEDICAL SERVICES	50,818.59	42,318.08	8,500.51	16.73
MATURING DEBT	10,904,258.60	4,940,871.56	5,963,387.04	54.69
INTEREST ON MATURING DEBT	4,586,420.86	2,566,029.49	2,020,391.37	44.05
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TOTAL NON-DEPARTMENTAL ITEMS	18,287,543.48	10,164,291.66	8,123,251.82	44.42
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TOTAL GENERAL FUND	\$ 163,919,274.00	\$ 132,164,004.07	\$ 31,755,269.93	19.37
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City of Manchester, New Hampshire
 Budget vs Actual Revenue By Department - General Fund
 Non-Property Tax Revenues
 For The Ten Months Ended April 30, 2023
 (UNAUDITED)
 Budget Basis
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	FY 2023 MODIFIED BUDGET	FY 2023 REVENUE RECOGNIZED	FY 2023 UNRECOGNIZED BALANCE	FY 2023 PERCENTAGE UNRECOGNIZED
AGENCIES-				
ASSESSORS	950,000.00	875,801.47	74,198.53	7.81
CITY CLERK	2,456,040.00	1,384,626.85	1,071,413.15	43.62
MEDO	-	300.00	(300.00)	-
CITY SOLICITOR	847,138.00	683,466.66	163,671.34	19.32
FINANCE	6,176,530.00	3,347,386.34	2,829,143.66	45.80
INFORMATION SYSTEMS	205,000.00	252,696.09	(47,696.09)	(23.27)
HUMAN RESOURCES	1,200.00	1,163.66	36.34	3.03
PLANNING & COMMUNITY DEVELOPMENT	3,286,000.00	3,763,286.93	(477,286.93)	(14.52)
TAX COLLECTOR	22,679,920.00	18,660,177.68	4,019,742.32	17.72
CENTRAL FLEET MANAGEMENT	45,000.00	50,943.78	(5,943.78)	(13.21)
FIRE	966,970.00	987,909.65	(20,939.65)	(2.17)
POLICE	1,104,783.00	1,215,144.47	(110,361.47)	(9.99)
HEALTH	2,921,959.00	176,009.50	2,745,949.50	93.98
DEPARTMENT OF PUBLIC WORKS	14,203,048.00	11,256,218.68	2,946,829.32	20.75
WELFARE	18,000.00	19,012.24	(1,012.24)	(5.62)
SENIOR SERVICES	2,000.00	2,565.00	(565.00)	(28.25)
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TOTAL AGENCIES	\$ 55,863,588.00	\$ 42,676,709.00	\$ 13,186,879.00	23.61
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City of Manchester, New Hampshire
 Budget vs Actual Revenue By Type - General Fund
 Non-Property Tax Revenues
 For The Ten Months Ended April 30, 2023
 (UNAUDITED)
 Budget Basis
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	MODIFIED BUDGET	REVENUE RECOGNIZED	UNRECOGNIZED BALANCE	PERCENTAGE UNRECOGNIZED
TAXES, INTEREST AND PENALTIES				
MISCELLANEOUS TAXES	21,555.00	23,072.08	(1,517.08)	(7.04)
INTEREST AND PENALTIES	665,000.00	646,565.50	18,434.50	2.77
CABLE FRANCHISE FEES	1,720,000.00	780,600.37	939,399.63	54.62

TOTAL TAXES, INTEREST AND PENALTIES	2,406,555.00	1,450,237.95	956,317.05	39.74
LICENSES AND PERMITS				
AUTO REGISTRATIONS	21,721,860.00	17,762,072.67	3,959,787.33	18.23
LICENSES	541,640.00	462,782.23	78,857.77	14.56
PERMITS	3,089,795.00	3,756,340.92	(666,545.92)	(21.57)

TOTAL LICENSES AND PERMITS	25,353,295.00	21,981,195.82	3,372,099.18	13.30
INTERGOVERNMENTAL				
FEDERAL REVENUES	406,000.00	269,822.63	136,177.37	33.54
PAYMENTS IN LIEU OF TAXES	912,000.00	852,236.63	59,763.37	6.55
STATE REVENUES	2,576,112.00	1,774,843.06	801,268.94	31.10

TOTAL INTERGOVERNMENTAL	3,894,112.00	2,896,902.32	997,209.68	25.61
SALES AND SERVICES				
GENERAL REVENUES	228,320.00	176,362.22	51,957.78	22.76
PUBLIC SAFETY	266,150.00	286,428.01	(20,278.01)	(7.62)
HIGHWAY	1,010,248.00	878,279.16	131,968.84	13.06
HEALTH	13,500.00	5,120.00	8,380.00	62.07
CEMETERY, PARKS & RECREATION	1,850,706.00	1,828,457.45	22,248.55	1.20
ZONING BOARD	82,000.00	56,840.00	25,160.00	30.68
PARKING VIOLATIONS	7,500.00	2,500.00	5,000.00	66.67
COURT FINES	9,000.00	3,526.06	5,473.94	60.82
OTHER FINES	-	25,725.00	(25,725.00)	-
FEES	1,211,765.00	1,129,357.94	82,407.06	6.80
WITNESS FEES	-	120.34	(120.34)	-

TOTAL SALES AND SERVICES	4,679,189.00	4,392,716.18	286,472.82	6.12
OTHER REVENUE SOURCES				
INTEREST INCOME	1,001,450.00	1,852,130.11	(850,680.11)	(84.94)
FUND TRANSFERS	3,701,202.00	300.00	3,700,902.00	99.99
REIMBURSEMENTS	3,172,504.00	2,173,981.80	998,522.20	31.47
RENTALS & LEASES	1,220,667.00	1,175,381.21	45,285.79	3.71
SCHOOL CHARGEBACKS	10,432,114.00	6,720,023.10	3,712,090.90	35.58
MISCELLANEOUS	2,500.00	33,840.51	(31,340.51)	(1,253.62)

TOTAL OTHER REVENUE SOURCES	19,530,437.00	11,955,656.73	7,574,780.27	38.78

TOTAL	\$ 55,863,588.00	\$ 42,676,709.00	\$ 13,186,879.00	23.61
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City of Manchester, New Hampshire
 Budget vs Actual Revenue By Type -
 Non-Property Tax Revenues
 For The Ten Months Ended April 30, 2023
 Modified Budget FY 2022
 (UNAUDITED)
 Budget Basis
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	ACTUAL FY 2022	MODIFIED BUDGET FY 23	DIFFERENCE ACTUAL 22 VS BUDGET 23	PERCENTAGE DIFFERENCE OF FY21 VS FY22
TAXES, INTEREST AND PENALTIES				
MISCELLANEOUS TAXES	59,351	21,555	(37,796)	(63.68)
INTEREST AND PENALTIES	1,172,987	665,000	(507,987)	(43.31)
CABLE FRANCHISE FEES	1,700,005	1,720,000	19,995	1.18
	-----	-----	-----	-----
TOTAL TAXES, INTEREST AND PENALTIES	2,932,343	2,406,555	(525,788)	(17.93)
LICENSES AND PERMITS				
AUTO REGISTRATIONS	20,237,959	21,721,860	1,483,901	7.33
LICENSES	535,914	541,640	5,726	1.07
PERMITS	3,418,613	3,089,795	(328,818)	(9.62)
	-----	-----	-----	-----
TOTAL LICENSES AND PERMITS	24,192,486	25,353,295	1,160,809	4.80
INTERGOVERNMENTAL				
FEDERAL REVENUES	531,803	406,000	(125,803)	(23.66)
PAYMENTS IN LIEU OF TAXES	913,589	912,000	(1,589)	(.17)
STATE REVENUES	2,556,238	2,576,112	19,874	.78
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TOTAL INTERGOVERNMENTAL	4,001,630	3,894,112	(107,518)	(2.69)
SALES AND SERVICES				
GENERAL REVENUES	246,280	228,320	(17,960)	(7.29)
PUBLIC SAFETY	274,448	266,150	(8,298)	(3.02)
HIGHWAY	978,339	1,010,248	31,909	3.26
HEALTH	3,600	13,500	9,900	275.00
CEMETERY, PARKS & RECREATION	2,079,594	1,850,706	(228,888)	(11.01)
ZONING BOARD	115,025	82,000	(33,025)	(28.71)
PARKING VIOLATIONS	2,000	7,500	5,500	275.00
COURT FINES	3,415	9,000	5,585	163.54
OTHER FINES	2,847	-	(2,847)	(100.00)
FEES	1,300,392	1,211,765	(88,627)	(6.82)
WITNESS FEES	120	-	(120)	(100.00)
	-----	-----	-----	-----
TOTAL SALES AND SERVICES	5,006,060	4,679,189	(326,871)	(6.53)
OTHER REVENUE SOURCES				
INTEREST INCOME	2,899,837	1,001,450	(1,898,387)	(65.47)
FUND TRANSFERS	2,501,465	3,701,202	1,199,737	47.96
REIMBURSEMENTS	3,252,057	3,172,504	(79,553)	(2.45)
RENTALS & LEASES	1,133,547	1,220,667	87,120	7.69
SCHOOL CHARGEBACKS	9,487,678	10,432,114	944,436	9.95
MISCELLANEOUS	17,973	2,500	(15,473)	(86.09)
	-----	-----	-----	-----
TOTAL OTHER REVENUE SOURCES	19,292,557	19,530,437	237,880	1.23
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TOTAL	\$ 55,425,076	\$ 55,863,588	\$ 438,512	.79
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City of Manchester, New Hampshire
 Budget vs Actual Revenue By Type -
 Non-Property Tax Revenues
 For The Ten Months Ended April 30, 2023 and 2022
 (UNAUDITED)
 Budget Basis
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	10 MONTHS ACTUAL FY 2022	10 MONTHS ACTUAL FY 2023	DIFFERENCE ACTUAL 22 VS ACTUAL 23	PERCENTAGE DIFFERENCE OF FY21 VS FY22
TAXES, INTEREST AND PENALTIES				
MISCELLANEOUS TAXES	52,020	23,072	(28,947)	(55.65)
INTEREST AND PENALTIES	1,078,089	646,565	(431,523)	(40.03)
CABLE FRANCHISE FEES	850,369	780,600	(69,768)	(8.20)
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TOTAL TAXES, INTEREST AND PENALTIES	1,980,478	1,450,237	(530,240)	(26.77)
LICENSES AND PERMITS				
AUTO REGISTRATIONS	16,116,464	17,762,072	1,645,608	10.21
LICENSES	475,748	462,782	(12,965)	(2.73)
PERMITS	2,719,545	3,756,340	1,036,795	38.12
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TOTAL LICENSES AND PERMITS	19,311,757	21,981,195	2,669,438	13.82
INTERGOVERNMENTAL				
FEDERAL REVENUES	303,353	269,822	(33,530)	(11.05)
PAYMENTS IN LIEU OF TAXES	801,089	852,236	51,147	6.38
STATE REVENUES	1,715,037	1,774,843	59,806	3.49
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TOTAL INTERGOVERNMENTAL	2,819,479	2,896,902	77,423	2.75
SALES AND SERVICES				
GENERAL REVENUES	194,248	176,362	(17,885)	(9.21)
PUBLIC SAFETY	217,727	286,428	68,701	31.55
HIGHWAY	801,785	878,279	76,494	9.54
HEALTH	2,680	5,120	2,440	91.04
CEMETERY, PARKS & RECREATION	1,790,771	1,828,457	37,686	2.10
ZONING BOARD	99,980	56,840	(43,140)	(43.15)
PARKING VIOLATIONS	1,400	2,500	1,100	78.57
COURT FINES	2,623	3,526	903	34.43
OTHER FINES	2,847	25,725	22,878	803.58
FEES	1,163,758	1,129,357	(34,400)	(2.96)
WITNESS FEES	120	120	-	.28
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TOTAL SALES AND SERVICES	4,277,939	4,392,716	114,777	2.68
OTHER REVENUE SOURCES				
INTEREST INCOME	109,697	1,852,130	1,742,433	1,588.41
FUND TRANSFERS	-	300	300	-
REIMBURSEMENTS	2,185,481	2,173,981	(11,499)	(.53)
RENTALS & LEASES	1,102,792	1,175,381	72,589	6.58
SCHOOL CHARGEBACKS	8,037,413	6,720,023	(1,317,389)	(16.39)
MISCELLANEOUS	3,983	33,840	29,857	749.62
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TOTAL OTHER REVENUE SOURCES	11,439,366	11,955,656	516,290	4.51
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TOTAL	\$ 39,829,019	\$ 42,676,709	\$ 2,847,690	7.15
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City of Manchester, New Hampshire
Parking Division
Budgetary basis
For the ten months ended April 30, 2023
(unaudited)

Object Code Description	2023 Revised Budget	July 2022 - April 2023 Activity	2023 Balance
Intergovernmental Total	-	-	-
Charges for Services Total	1,516,061	1,069,794	416,710
Licenses & Permits Total	3,114,000	1,845,390	1,268,610
Interest Total	2,500	12,504	(10,004)
Other Revenue Total	655,000	728,463	(73,463)
Grand Total	5,287,561	3,656,151	1,631,410
Salaries & Wages Total	518,160	368,862	149,298
Employee Benefits Total	322,739	262,863	59,876
Purchased Professional Services Total	14,500	18,418	(3,918)
Purchased Property Services Total	634,640	501,064	133,576
Other Purchased Services Total	58,450	58,387	63
Supplies & Materials Total	88,000	89,293	(1,293)
Capital Outlay Total	-	-	-
Miscellaneous Total	180,000	113,423	66,577
Non-Departmental Total	319,970	220,115	99,855
Miscellaneous-Reimburse City Total	3,151,102	-	3,151,102
Grand Total	5,287,561	1,632,425	3,655,136
Excess (deficit) of revenues over expenditures	-	2,023,726	(2,023,726)

City of Manchester *New Hampshire*

In the year Two Thousand and Twenty-Three

AN ORDINANCE

“Amending Chapter 30: City Officials and Employees of the Code of Ordinances of the City of Manchester by creating §30.12 Salary of the Mayor.”

Be it Ordained, by the Board of Mayor and Aldermen of the City of Manchester, as follows:

I. Amend the Code of Ordinances by adding new language as bolded (**bold**).

§30.12 Salary of the Mayor.

The base salary of the mayor shall be \$100,000.00 per annum.

II. This Ordinance shall take effect January 2, 2024.

City of Manchester New Hampshire

In the year Two Thousand and Twenty-Three

AN ORDINANCE

“Amending Chapter 32: Boards, Commissions and Departments and Chapter 91: Health and Sanitation of the Code of Ordinances of the City of Manchester to transfer the Department of Senior Services to the Health Department.”

Page 1 of 2

Be it Ordained, by the Board of Mayor and Aldermen of the City of Manchester, as follows:

I. Amend the Code of Ordinances by inserting new language as bolded (bold) and deleting existing language as stricken (-----). Portions of the following sections that remain unchanged appear in regular type.

~~§ 32.104 DEPARTMENT OF SENIOR SERVICES.~~

~~—The Department of Elderly Services shall hereinafter be known and called the Department of Senior Services. The department head shall be known as the Director of Senior Services and the Commission shall be known as the Senior Services Commission.~~

~~§ 32.105 DEPARTMENT OF SENIOR SERVICES ESTABLISHED; STRUCTURE; DUTIES.~~

~~—Pursuant to Charter, § 3.01, there is established a Department of Senior Services, the structure of which shall include an Senior Services Commission and a department head to be known as the Director of Senior Services. The Department of Senior Services shall be responsible for providing services to the senior population of the city as well as advising the Board of Mayor and Aldermen as to the needs of that population and recommending the policy to be adopted to meet those needs. The Department shall perform such other duties as are prescribed by law or assigned to it by the Board of Mayor and Aldermen.~~

~~§ 32.106 DEPARTMENT OBJECTIVES.~~

~~—The Department shall be the principal city agency responsible for mobilizing the human, physical, and financial resources available to assist the senior population of the community. Subject to appropriation, the Department shall plan, develop, and implement those programs that will best serve the senior and shall, at all times, be guided by the principle of maintaining the dignity and independence of each member of the senior population.~~

~~§ 32.107 SENIOR SERVICES COMMISSION; COMPOSITION; APPOINTMENT; TERMS.~~

~~—The Senior Services Department shall also include an Senior Services Commission consisting of five members who shall be appointed as provided by Charter § 3.14 and the Commission shall have those duties and responsibilities as assigned by the Charter.~~

~~§ 32.109 INITIAL APPOINTMENTS.~~

~~—As soon as practicable after the effective date of this subchapter, five members shall be appointed to the Senior Services Commission. One shall be appointed for a term expiring January 1, 1988, two shall be appointed for terms expiring January 1, 1989, and two for terms expiring January 1, 1990. Thereafter appointments shall be made for a term of three years. Initial appoin-~~

City of Manchester New Hampshire

In the year Two Thousand and Twenty-Three

AN ORDINANCE

“Amending Chapter 32: Boards, Commissions and Departments and Chapter 91: Health and Sanitation of the Code of Ordinances of the City of Manchester to transfer the Department of Senior Services to the Health Department.”

Page 2 of 2

§ 91.00 HEALTH DEPARTMENT ESTABLISHED.

(A) Pursuant to Charter § 3.02 there is established a Health Department.

(B) *Department head.* The department head shall be the Health Officer who shall be appointed as provided by Charter § 3.03. The Health Officer shall have such authority and powers as are provided by law.

(C) *Composition.* The Health Department shall also include: ~~a Board of Health~~

Board of Health: The Board of Health shall have five members. The Board of Health shall have at least one physician, one dentist and one nurse, one representative of labor, and one member of the public at large.

Senior Services Commission: The Senior Services Commission shall have five members. One member of the Senior Services Commission shall be a representative from organized labor who shall hold a valid union membership at the time of nomination and during his or her term of office. Additionally, at least two members shall be at least 50 years-of-age at the time of their appointment to the Commission.

~~whose~~ **All** respective members shall be appointed as provided by Charter § 3.14 and ~~the Board~~ shall complete such duties and have such powers as are prescribed by federal, state, and local law.

(D) *Duties.* The department shall be responsible for routinely and periodically assessing the public health of the community and recommending appropriate policies, ordinances and programs to improve the health of the community, shall investigate and control communicable diseases and shall complete environmental inspections and investigations necessary to protect the public health. ~~The Health Department shall also be responsible for the provision of general school nursing services for Manchester school children in the school setting and shall perform such other duties as are prescribed by federal, state and local law.~~ **The Health Department shall also be responsible for providing services to the senior population of the city, shall be responsible for mobilizing the human, physical, and financial resources available to assist the senior population of the community, and shall advise the Board of Mayor and Aldermen as to the needs of that population. Subject to appropriation, the Health Department shall plan, develop, and implement those programs that will best serve the senior population and shall, at all times, be guided by the principle of maintaining the dignity and independence of each member of the senior population.**

II. This ordinance shall take effect on July 1, 2023.

City of Manchester *New Hampshire*

In the year Two Thousand and Twenty-Three

AN ORDINANCE

“Amending Chapter 32: Boards, Commissions and Departments of the Code of Ordinances of the City of Manchester by creating a new §32.023 Department of Housing Stability.”

Be it Ordained, by the Board of Mayor and Aldermen of the City of Manchester, as follows:

I. Amend the Code of Ordinances by adding new language as bolded (**bold**).

§32.023 DEPARTMENT OF HOUSING STABILITY ESTABLISHED.

(A) Pursuant to Charter §3.01 there is established the Department of Housing Stability.

(B) Department head. The department head shall be the Director of Housing Stability who shall be appointed as provided by Charter §3.03.

(C) Duties. The Department of Housing Stability shall be responsible for coordinating the City-wide efforts to reduce homelessness and its impact on the City, as well as to promote affordable/ supportive housing options in the City.

II. This Ordinance shall take effect July 1, 2023.

City of Manchester New Hampshire

In the year Two Thousand and Twenty-Three

AN ORDINANCE

“An Ordinance amending the Zoning Ordinance, Chapter 155 of the Manchester Code of Ordinances, to increase the allowed size of Accessory Dwelling Units (ADUs), expand their permitted locations within lots of record, and reduce which ADUs require a Conditional Use Permit, among other amendments.”

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**. Text to be deleted is shown ~~struck through~~.

Revise Article 3, Section 3.03 of the Zoning Ordinance, Definitions of Terms, as follows:

Dwelling Unit, Accessory: A residential living unit that is within or attached to a single-family dwelling, ~~or that is within the detached garage of a single-family dwelling,~~ **or that is a standalone structure** ~~and~~ that provides independent living facilities for one or more persons, including provisions for sleeping, eating, cooking and sanitation on the same parcel of land as the principal dwelling unit ~~that~~ it accompanies.

Revise Article 8, Section 8.26 of the Zoning Ordinance, Accessory Dwelling Unit, as follows:

8.26 Accessory Dwelling Unit

Accessory dwelling units (ADU²s) are intended to provide more diverse, affordable housing opportunities to the community without the need for additional infrastructure or further land development. Since ADU²s are accessory to single-family dwellings in residential zoning districts, it is essential to maintain the appearance, aesthetic continuity and character of such dwellings. Therefore, ~~accessory dwelling units~~ **ADUs** shall be subject to the following conditions and limitations to occupancy.

A. ~~One per home~~ **Quantity**. ADU²s shall only be permitted as accessories to single-family dwellings. Not more than one ADU shall be permitted per single-family dwelling. An ADU may be located within a single-family dwelling, **attached to a single-family dwelling**, within ~~or above~~ its attached ~~garage, or within its~~ **or detached garage, or as a standalone structure**. Any ADU located within a garage shall not displace those portions of the garage necessary to provide required off-street parking for the use;

B. **Owner Occupied**. Either the principal **dwelling** unit or the ADU must be owner occupied. The owner must demonstrate that one of the units is the owner's principal place of residence. Both the ~~primary~~ **principal** dwelling unit and the ADU must remain in common ownership. Transfer of either dwelling unit to condominium ownership is not permitted. **Prior to the issuance of a certificate of occupancy for an ADU, the property owner shall record a deed restriction or similar document that mandates owner occupancy of the principal dwelling unit or ADU in perpetuity.**

C. ~~Two Bedroom Maximum~~ **Size**. **ADUs shall not exceed 900 square feet in gross floor area, and shall not exceed the height of the principal structure.** No more than two (2) bedrooms shall be permitted within an ADU, ~~and the ADU shall not exceed 750 square feet in gross floor area;~~

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D. Location. ADUs shall not be located within front yards and shall be located a minimum of ten (10) feet from both side and rear property lines. Detached ADUs shall be located a minimum of five (5) feet from the principal structure.

~~D. E. Parking.~~ One additional off-street parking space shall be provided for each bedroom of an the ADU.

~~E. F. Adequate Wastewater Disposal Utilities.~~ Where municipal sewer service is not provided, the septic system shall meet NH Water Supply and Pollution Control Division requirements for the combined system demand for total occupancy of the premises. **Where municipal utilities are available, the ADUs shall be connected to the existing utilities within the subject parcel.**

~~F. G. Design and Construction.~~ For any ADU attached to the principal, single family dwelling, at least one (1) connecting door for persons to pass between the primary residence and the ADU shall be provided. No new entrance or exit to the ADU shall be constructed on the street side of the primary residence. For all ADU’s, exterior design and construction shall be consistent with that of the primary residence.

H. Internal Construction – Conditional Use Permit Not Required. ADUs located completely within an existing principal structure or within existing detached structures, such as garages or carriage houses, shall not require a conditional use permit. Minor exterior alterations of existing structures, such as the addition of an external stairway, shall not require a conditional use permit.

~~G. I. External Construction – Conditional Use Permit Required.~~ As authorized by RSA 674:72, I, a conditional use permit from the Planning Board, in accordance with Article 12, shall be required to allow an ADU. **new construction of building additions or detached structures to be used as ADUs.** In addition to the criteria set forth in Article 12 for a conditional use permit, the Planning Board must also find that the exterior of the ADU is architecturally consistent with the single family dwelling based on the following criteria:

- 1. Color or color scheme;
- 2. Architectural style;
- 3. Materials and trim;
- 4. Proportion and style of windows, doors, and other elements; and
- 5. Massing of the accessory dwelling unit with respect to the single family dwelling.

~~H. J. Impact Fees Required.~~ The creation of a new dwelling unit requires the payment of an impact Fees in accordance with Article 13.

Revise Article 10, Section 10.03 of the Zoning Ordinance, Number of Parking Spaces Required as follows:

ACCESSORY USES	UNIT OF MEASUREMENT	MINIMUM PARKING SPACES REQUIRED PER UNIT OF MEASUREMENT
RESIDENTIAL		
Accessory dwelling unit	Bedroom (05/17) Dwelling Unit	One (1) per Accessory Dwelling Unit bedroom (05/17)

II. Resolve this ordinance shall take effect upon passage.