COMMITTEE ON ACCOUNTS, ENROLLMENT AND REVENUE ADMINISTRATION

October 17, 2023 at 5:00 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 three months of fiscal year 2024.
Ladies and Gentlemen, what is your pleasure?

4. Communication from Kim LeBlanc, Financial Analyst II, requesting authorization to write off the first quarter receivables identified.
Ladies and Gentlemen, what is your pleasure?

5. Communication from Kathy Daneman, Manchester Arts Commission Chair, requesting the release of $6,000 from the art fund for a mural project to be painted on the Waypoint Center at the corner of Hanover and Beech Streets.
Ladies and Gentlemen, what is your pleasure?

6. Communication from the Manchester Arts Commission Chair requesting the release of $759.68 from the art fund to reimburse the cost of purchasing exhibition and display materials.
Ladies and Gentlemen, what is your pleasure?

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

October 10, 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,

K. LeBlanc

Kim LeBlanc
Financial Analyst II

Enc.

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E-mail: Finance@ManchesterNH.gov • Website: www.manchesternh.gov

REVOLVING & RECOVERY LOANS
10/10/2023

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	$81,204.61	$0.00	
2	Cedar & Oak	9/25/2008	1/1/2018	$41,000.00	$24,697.39	$0.00	
3	Delisle Market	1/28/2010	10/15/2020	$43,500.00	$23,706.42	$0.00	
4	Delisle Market - Energy Loan	1/28/2010	8/15/2020	$20,000.00	$12,601.35	$0.00	
5	Lazy Nicks	10/30/2009	10/30/2030	$40,000.00	$16,700.47	$0.00	
				$354,500.00	$158,910.24	$0.00	

SUMMARY NOTES:

Loan 1 - Status current and in good standing.
Loan 2 - Over 60 days past due.
Loans 3 thru 5 - Over 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	$34,881.67	$136.24	
7	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
				$1,936,622.04	$1,721,503.71	$136.24	

SUMMARY NOTES:

Loans 6 & 7 - Status current and in good standing.

Loan #	Recovery Loans - MDC	Original Loan Date	Loan Maturity Date	Original Loan Amount	Current Principal Balance	Current Interest Balance	Loan Activity
8	JJD Central, LLC	7/23/2020	10/1/2023	$15,000.00	$0.00	$0.00	Paid in full 10/1/23
9	Sawaya Enterprises, Inc	7/23/2020	10/1/2025	$25,000.00	$10,721.16	$18.57	
10	HS 1, LLC	3/26/2021	3/1/2026	$25,000.00	$13,015.82	$23.88	
11	Blackwood Law, PLLC	12/8/2022	11/1/2027	$25,000.00	$22,610.93	$37.02	
12	My CNA Now, LLC	12/8/2022	11/1/2027	$24,603.48	$22,210.42	$37.02	
13	3 Kitchen Bar & Grill LLC	5/17/2021	5/1/2026	$15,000.00	$12,467.23	$20.78	
				$129,603.48	$81,025.56	$137.27	

SUMMARY NOTES:

Loans 8 thru 12 - Status current and in good standing.
Loan 13 - Over 60 days past due.

Sharon Y. Wickens
Finance Officer

Michele A. Bogardus
Deputy Finance Officer

CITY OF MANCHESTER
Finance Department

October 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 $2,124,905 out of $10,543,274 billed. August's outstanding receivables totaled $1,501,143 out of $5,535,651 billed.

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

Respectfully submitted,

K. LeBlanc

Kim LeBlanc
Financial Analyst II

Enc.

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

Total Receivables Over 90 Days	Dept Code	10/4/2023 Over 90 Days	8/25/2023 Over 90 Days
Airport	25	$ 1,389,147.15	$ 712,556.20
EPD	27	$ 20,242.60	$ 17,347.61
Parking Department	52	$ 50,348.42	$ 23,409.28
Total Enterprise Funds		$ 1,459,738.17	$ 753,313.09
Building Maintenance	21	$ 8,883.39	$ 8,883.39
Fire Department	30	$ 483,568.16	$ 621,077.43
Highway	50, 51	$ 17,764.14	$ 14,713.13
Parks & Recreation	65	$ 1,593.50	$ 1,580.00
Police Department	33,34,35,36	$ 153,357.50	$ 101,576.35
Total General Fund		$ 665,166.69	$ 747,830.30
Grand Totals		**$ 2,124,904.86**	**$ 1,501,143.39**

General Fund receivables over $10,000 by customer				Explanation of Charges
FEMA	30	$ 432,869.96	$ 601,343.02	FEMA Reimbursement - In-process
FEMA	33,34,35,36	$ 35,250.00	$ 35,250.00	FEMA Reimbursement - In-process
Liberty Utilities	33,34,35,36	$ 13,822.45	$ -	Extra Details
Manchester Highway Dept	33,34,35,36	$ 24,487.75	$ 21,421.75	Extra Details
R H White	33,34,35,36	$ 12,446.50	$ -	Extra Details
Totals		$ 518,876.66	$ 658,014.77	

Total General Fund receivables over 90 days less over $10,000	$ 146,290.03	$ 89,815.53

TYPE	CUST ID	NAME	TOTAL	CURRENT - 90 DAYS DUE	OVER 90 DAYS DUE
21	8132-21	FEMA	$ 8,883.39	$ -	8,883.39
21 - BUILDING MAINTENANCE TOTALS			**$ 8,883.39**	**$ -**	**$ 8,883.39**
25		010319, LLC	$ 30.00	$ -	$ 30.00
25		AIR GENERAL INC.	$ 45.00	$ -	$ 45.00
25		ALLIED UNIVERSAL SECURITY SERVICES	$ 612.00	$ 440.00	$ 172.00
25		ALLIED UNIVERSAL TECHNICAL SERVICES	$ 139.00	$ 75.00	$ 64.00
25		AMBIUS, INC.	$ 139.00	$ 85.00	$ 54.00
25		AMERICAN AIRLINES, INC.	$ 70,968.55	$ 46,509.50	$ 24,459.05
25		AUGUSTE, PAUL R.	$ 145.00	$ -	$ 145.00
25		AVELO AIRLINES, INC.	$ 27,559.89	$ 24,631.96	$ 2,927.93
25		AVIATION ASSOCIATES	$ 1,369.82	$ 1,260.82	$ 109.00
25		CHICO LIMO AIRPORT SERVICE LLC	$ 75.00	$ -	$ 75.00
25		CLEAR CHANNEL AIRPORTS	$ 15,416.67	$ -	$ 15,416.67
25		COMFORT INN MANCHESTER	$ 75.00	$ -	$ 75.00
25		CONSOLIDATED COMMUNICATIONS	$ 450.00	$ -	$ 450.00
25		DHART	$ 999.00	$ 365.00	$ 634.00
25		DOT-FAA/TSA-AMZ-110	$ 38,735.00	$ 19,685.00	$ 19,050.00
25		DUNKIN DONUTS	$ 950.14	$ -	$ 950.14
25		EGOLF, STEPHEN	$ 445.00	$ -	$ 445.00
25		ENGIE SERVICES	$ 954.00	$ 450.00	$ 504.00
25		ENTERPRISE RENT-A-CAR	$ 43,787.96	$ 185.00	$ 43,602.96
25		FACILITY SOLUTIONS INC.	$ 173.00	$ -	$ 173.00
25		FEDERAL EXPRESS CORPORATION	$ 347,347.00	$ 1,440.00	$ 345,907.00
25		FEDERAL GRANTS	$ 8,431,202.16	$ 7,766,222.14	$ 664,980.02
25		GOJET AIRLINES DBA UNITED EXPRESS	$ 4,704.08	$ 200.33	$ 4,503.75
25		HERTZ CORPORATION	$ 286.90	$ 194.33	$ 92.57
25		HOST INTERNATIONAL, INC.	$ 66,192.88	$ 34,993.75	$ 31,199.13
25		HUDSON GROUP	$ 6,497.75	$ 355.00	$ 6,142.75
25		ICE HOUSE LIMOUSINE SERVICE INC.	$ 75.00	$ -	$ 75.00
25		JACOBS ENGINEERING GROUP INC	$ 90.00	$ -	$ 90.00
25		JEM FLIGHT, LLC	$ 938.50	$ 469.25	$ 469.25
25		JODICE, TIMOTHY	$ 45.00	$ -	$ 45.00
25		JP PEST SERVICES	$ 25.00	$ (175.00)	$ 200.00
25		LEGACY AIRWAYS, LLC	$ 51,095.91	$ 422.28	$ 50,673.63
25		LEIDOS, SECURITY DETECTION & AUTOMATION, INC.	$ 139.00	$ 75.00	$ 64.00
25		LONDONDERRY FLYING CLUB.	$ 398.00	$ -	$ 398.00
25		MANCOAIR II, LLC	$ 4,652.86	$ 1,265.00	$ 3,387.86
25		MCFARLAND-JOHNSON INC	$ 119.00	$ 65.00	$ 54.00
25		MERCHANTS FLEET	$ 25,384.86	$ 10,440.97	$ 14,943.89
25		MHT HEX HANGARS - BRYAN HALTER	$ 64.00	$ -	$ 64.00
25		MHT HEX HANGARS - JEFFREY SUTTON	$ 64.00	$ -	$ 64.00
25		MHT HEX HANGARS - MARK WOODRUFF	$ 245.00	$ -	$ 245.00
25		MISCELLANEOUS	$ 489.98	$ -	$ 489.98
25		NATIONAL AVIATION SERVICES	$ 2,930.65	$ 910.00	$ 2,020.65
25		NATIONAL FLIGHT SIMULATOR	$ 88,090.29	$ 13,231.66	$ 74,858.63
25		NORTHEAST RAMP HANGAR, LLC	$ 184.00	$ 85.00	$ 99.00
25		PIKE INDUSTRIES	$ 2,058.00	$ 75.00	$ 1,983.00
25		PIQUETTE & HOWARD ELECTRIC	$ 200.00	$ 125.00	$ 75.00
25		PRO STAR AVIATION	$ 135.00	$ -	$ 135.00
25		R. S. AUDLEY	$ 900.00	$ 300.00	$ 600.00
25		REPUBLIC AIRLINES DBA UNITED EXPRESS	$ 56,648.98	$ 31,482.44	$ 25,166.54
25		RIDES BY JOANNE, LLC	$ 75.00	$ -	$ 75.00
25		SDNE, LLC	$ 64.00	$ -	$ 64.00
25		SIGNATURE FLIGHT SUPPORT CORPORATION	$ 30,085.02	$ 25,285.02	$ 4,800.00
25		SKY COACH & TRANSPORTATION, LLC	$ 75.00	$ -	$ 75.00
25		SOUTHWEST AIRLINES, INC.	$ 981.20	$ 685.80	$ 295.40
25		SPIRIT AIRLINES, INC.	$ 58,882.02	$ 57,951.84	$ 930.18
25		T-MOBILE NORTHEAST, LLC	$ 0.04	$ 0.02	$ 0.02
25		TRIDENT AVIATION, LLC	$ 400.00	$ -	$ 400.00
25		TSA UTILITY REIMB. OTA 70T01021T7668N057 (TSA-OTA 2021)	$ 14,682.21	$ 9,788.14	$ 4,894.07
25		UNITED AIRLINES, INC.	$ 36,193.65	$ -	$ 36,193.65
25		UNITED PARCEL SERVICES, INC.	$ 6,865.06	$ 4,585.02	$ 2,280.04
25		WEISZMANN, ERIK	$ 45.00	$ -	$ 45.00
25		WORLDWIDE FLIGHT SERVICES, INC. (WFS)	$ 686.39	$ -	$ 686.39
25 - AIRPORT TOTALS			**$ 9,443,307.42**	**$ 8,054,160.27**	**$ 1,389,147.15**
27	19303	LIBERTY SEPTIC LLC	$ 21,162.62	$ 920.02	$ 20,242.60
27 - EPD TOTALS			**$ 21,162.62**	**$ 920.02**	**$ 20,242.60**
30	34078	1053 ELM STREET LLC	$ 540.00	$ -	$ 540.00
30	30148	1200 ELM STREET LLC.	$ 1,080.00	$ -	$ 1,080.00
30	33788	160 BOUCHARD ST REI LLC	$ 540.00	$ -	$ 540.00
30	33850	168 MERRIMACK ST LLC	$ 1,323.00	$ 48.60	$ 1,274.40
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	$ 544.06	$ -	$ 544.06
30	29825	351 CHESTNUT ST LLC	$ 1,080.00	$ -	$ 1,080.00
30	34300	447 UNION STREET, LLC.	$ 540.00	$ -	$ 540.00
30	2988	497 SILVER ST ASSOCIATE	$ 363.00	$ 13.50	$ 349.50
30	34433	71-73 MANCHESTER ST LLC	$ 107.50	$ 7.50	$ 100.00
30	30122	79 CARL DR. REALTY, LLC	$ 1,620.00	$ -	$ 1,620.00
30	32799	AGNL PANE LLC	$ 500.00	$ -	$ 500.00
30	606	AMERICAN NATIONAL RED C	$ 2,160.00	$ -	$ 2,160.00
30	33263	BARRETT, GREGORY J REV	$ 540.00	$ -	$ 540.00
30	30102	BT PROPERTY LLC	$ 2,168.10	$ -	$ 2,168.10
30	1797	CALIFORNIA PROPERTY MGM	$ 1,080.00	$ -	$ 1,080.00
30	32299	CAPSTONE REALTY GROUP L	$ 596.70	$ 40.50	$ 556.20
30	2562	CON-WAY TRANSPORTATION	$ 1,080.00	$ -	$ 1,080.00
30	30124	COTTER & CO.	$ 537.50	$ 37.50	$ 500.00
30	33662	CVS	$ 1,215.00	$ -	$ 1,215.00
30	32722	DICK'S SPORTING GOODS	$ 540.00	$ -	$ 540.00
30	33289	ELM & BAKER LLC	$ 1,080.00	$ -	$ 1,080.00
30	8132-30	FEMA	$ 499,561.43	$ 66,691.47	$ 432,869.96
30	32576	FINCH, RUTH	$ 1,080.00	$ -	$ 1,080.00
30	34428	GL DECADE 2020 LLC.	$ 3,762.50	$ 262.50	$ 3,500.00
30	32261	GOODWIN HOSPITALITY	$ 540.00	$ -	$ 540.00
30	33633	HERTZ CORP	$ 343.50	$ 109.00	$ 234.50
30	7932	HOLIDAY INN EXPRESS HOT	$ 1,080.00	$ -	$ 1,080.00
30	33281	IMPERIO HOOKAH LOUNGE,	$ 110.50	$ 7.50	$ 103.00
30	26211	LA FIERA RESTAURANT	$ 110.50	$ 7.50	$ 103.00

TYPE	CUST ID	NAME	TOTAL	CURRENT - 90 DAYS DUE	OVER 90 DAYS DUE
30	2196	LAVALLEE ARCHITECTS	$ 540.00	$ -	$ 540.00
30	30113	LEROCQUE, KRISTINE	$ 1,080.00	$ -	$ 1,080.00
30	32293	LONG MOUNTAIN INVESTMEN	$ 1,080.00	$ -	$ 1,080.00
30	17580	MAHMUTOVIC, MUHAREM	$ 1,080.00	$ -	$ 1,080.00
30	32995	MAKE IT BETTER LLC	$ 540.00	$ -	$ 540.00
30	34372	MBP 250-258 FLATBRUSH T	$ 540.00	$ -	$ 540.00
30	33838	MERRIMACK ST BRDG HOUSE	$ 2,186.20	$ 80.10	$ 2,106.10
30	31442	NATIONAL RETAIL PROPS L	$ 540.00	$ -	$ 540.00
30	30133	NEP MANCHESTER HS OWNER	$ 1,080.00	$ -	$ 1,080.00
30	27451	NEP MANCHESTER TP OWNER	$ 1,201.00	$ 4.50	$ 1,196.50
30	33299	NGUYEN, YEN	$ 405.00	$ -	$ 405.00
30	32631	PARAGON INVESTMENTS LLC	$ 540.00	$ -	$ 540.00
30	34348	PHAM, MY KIM THI	$ 540.00	$ -	$ 540.00
30	818	PRESTIGE AUTO BODY	$ 540.00	$ -	$ 540.00
30	34117-21	QUEEN CITY PRIDE INC	$ 743.40	$ 48.50	$ 694.90
30	3046	RBS CITIZENS/ CHARTER O	$ 540.00	$ -	$ 540.00
30	33288	REALTY INCOME CORPORATI	$ 1,620.00	$ -	$ 1,620.00
30	977	RENT A CENTER	$ 540.00	$ -	$ 540.00
30	11092	RITE AID CORPORATION	$ 1,080.00	$ -	$ 1,080.00
30	34411	RITTENHOUSE SQUARE LLC	$ 540.00	$ -	$ 540.00
30	34110	SANMINA CORP.	$ 315.00	$ -	$ 315.00
30	32867	SERITAGE SRC FINANCE, L	$ 1,080.00	$ -	$ 1,080.00
30	34422	SMOOTH OPERATION LLC.	$ 107.50	$ 7.50	$ 100.00
30	1740	STADIUM VENDING	$ 1,080.00	$ -	$ 1,080.00
30	7554	STATE OF NH DEPT OF SAF	$ 48,014.67	$ 46,455.38	$ 1,559.29
30	16677	SUNBELT RENTALS	$ 104.50	$ 100.00	$ 4.50
30	5283	UNITED PARCEL SERVICE	$ 596.70	$ 40.50	$ 556.20
30	21857	VA MEDICAL CENTER	$ 107.50	$ 7.50	$ 100.00
30	30127	WAL-MART REAL ESTATE	$ 596.70	$ 40.50	$ 556.20
30 - FIRE TOTALS			**$ 597,578.21**	**$ 114,010.05**	**$ 483,568.16**
33	21994	CELLULAR FREEDOM, INC	$ 29.67	$ -	$ 29.67
33	8132-33	FEMA	$ 35,250.00	$ -	$ 35,250.00
33	19086	GOOD STILL	$ 736.86	$ -	$ 736.86
34	13502	ACCURATE TREE SERVICE	$ 6,103.37	$ 1,910.36	$ 4,193.01
34	15593	AE COM	$ 254.00	$ -	$ 254.00
34	85	ASPLUNDH TREE EXPERT CO	$ 2,159.00	$ -	$ 2,159.00
34	32754	ATLANTIC PAVING	$ 365.00	$ -	$ 365.00
34	4110	CENTRAL HIGH SCHOOL	$ 292.00	$ -	$ 292.00
34	30650	CONSOLIDATED COMMUNICAT	$ 16,629.75	$ 11,919.50	$ 4,710.25
34	2559	CONTROL TECHNOLOGIES	$ 254.00	$ -	$ 254.00
34	33707	CVS PHARMACY	$ 892.75	$ -	$ 892.75
34	7965	EAST COAST SIGNAL	$ 1,466.50	$ -	$ 1,466.50
34	10987	ERNIE'S EXCAVATION	$ 693.50	$ -	$ 693.50
34	2094	EVERSOURCE ENERGY	$ 22,071.88	$ 15,960.00	$ 6,111.88
34	32878	FRIENDS OF ANDREW YANG	$ 476.00	$ -	$ 476.00
34	22443	HANNAFORD	$ 9,595.75	$ 7,000.00	$ 2,595.75
34	33637	J PASCY QUALITY PAINTIN	$ 254.00	$ -	$ 254.00
34	32541	KNIGHTS EXCAVATION	$ 855.50	$ -	$ 855.50
34	18609	LIBERTY UTILITIES, INC	$ 31,502.45	$ 17,680.00	$ 13,822.45
34	10839	MANCHESTER CHRISTIAN CH	$ 1,965.00	$ 1,600.00	$ 365.00
34	2539	MANCHESTER HIGHWAY DEPT	$ 106,020.25	$ 81,532.50	$ 24,487.75
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	34454	NCCL ENTERPRISES	$ 638.75	$ -	$ 638.75
34	33988	NEW WAVE COMMUNICATIONS	$ 2,936.50	$ 9.00	$ 2,927.50
34	33062	NEWMANS EXCAVATION	$ 246.00	$ -	$ 246.00
34	33210	NH GROUP LLC	$ 10,452.00	$ 4,320.00	$ 6,132.00
34	33617	OUT FRONT MEDIA	$ 254.00	$ -	$ 254.00
34	7484	PALMER & SICARD	$ 292.00	$ -	$ 292.00
34	30231	PRO LINE DEVELOPMENT	$ 693.50	$ -	$ 693.50
34	34117-34	QUEEN CITY PRIDE INC	$ 4,378.50	$ -	$ 4,378.50
34	1021	R H WHITE CONSTRUCTION	$ 26,306.50	$ 13,860.00	$ 12,446.50
34	64	SCHOOL ADMINISTRATIVE U	$ 7,137.50	$ 5,600.00	$ 1,537.50
34	31993	SECURITY INDUSTRY SPECI	$ 2,574.25	$ -	$ 2,574.25
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	29725	TEMPLE ISRAEL	$ 292.00	$ -	$ 292.00
34	33992	THE NATURE CONSERVANCY	$ 254.00	$ -	$ 254.00
34	22474	TODDS TREE SERVICE	$ 428.63	$ -	$ 428.63
34	33368	TREE, LUCAS	$ 9,432.00	$ 7,680.00	$ 1,752.00
34	2366	TRINITY HIGH SCHOOL	$ 3,852.00	$ 640.00	$ 3,212.00
34	30901	WADLEIGH, STARR & PETER	$ 292.00	$ -	$ 292.00
34	24304	WHISKEY'S 20	$ 1,290.00	$ -	$ 1,290.00
34	62	YEE DYNASTY	$ 2,117.52	$ 1,241.52	$ 876.00
33, 34, 35, & 36 - POLICE TOTALS			**$ 324,310.38**	**$ 170,952.88**	**$ 153,357.50**
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	34284	BERNEY, JOSHUA	$ 105.01	$ 6.95	$ 98.06
50	33347	BERUBE, GEORGE	$ 530.70	$ -	$ 530.70
50	30304	BERUBE, JUSTIN	$ 22.92	$ 1.60	$ 21.32
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	34285	CASWELL, HEATHER	$ 84.68	$ 5.60	$ 79.08
50	33589	CATALDO, LEWIS	$ 22.84	$ -	$ 22.84
50	34596	CATLENDER, CAROLINE	$ 36.59	$ 1.59	$ 35.00

TYPE	CUST ID	NAME	TOTAL	CURRENT - 90 DAYS DUE	OVER 90 DAYS DUE
50	33278	CERATO, JOSEPH	$ 82.70	$ -	$ 82.70
50	32868	CHENEVERT, PATTI	$ 80.00	$ -	$ 80.00
50	34380	COFFEY, JOSEPH	$ 32.14	$ 2.20	$ 29.94
50	34308	CONLEY, JUSTIN	$ 92.09	$ 6.15	$ 85.94
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	$ 56.40	$ 3.70	$ 52.70
50	32758	CYR, SYNDEE	$ 55.00	$ -	$ 55.00
50	34128	D & D DRYWALL	$ 552.20	$ 36.50	$ 515.70
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
50	31144	EAVES, JOSHUA	$ 44.20	$ -	$ 44.20
50	33970	ESTRADA, HERIBERTO GARC	$ 86.52	$ -	$ 86.52
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	$ 5.88	$ 0.40	$ 5.48
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	34407	GARCIA, JAMIE	$ 66.77	$ 4.60	$ 62.17
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	34174	HAYES, LAURA	$ 55.52	$ 3.55	$ 51.97
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	HOOKER, KEN	$ 113.15	$ -	$ 113.15
50	34311	HOULE, MATTHEW	$ 23.23	$ 1.55	$ 21.68
50	33494	HOWARD, KEVIN	$ 15.25	$ -	$ 15.25
50	33110	INOA, ALEX	$ 5.32	$ -	$ 5.32
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	33756	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	34437	LANDRY, PAUL	$ 5.40	$ 0.40	$ 5.00
50	33809	LAVALLEE, ROBERT	$ 137.34	$ -	$ 137.34
50	31052	LEMOS, KEVIN	$ 71.10	$ -	$ 71.10
50	33920	LEPAGE, ROBIN	$ 72.25	$ 17.25	$ 55.00
50	17579	LODI TRUST	$ 56.83	$ -	$ 56.83
50	32483	LOGIACCCO, FRANCESCO	$ 13.33	$ -	$ 13.33
50	33327	LUCE, VICTOR	$ 174.70	$ -	$ 174.70
50	32283	MACDONALD, STANLEY	$ 423.81	$ 18.65	$ 405.16
50	2545	MANCHESTER FACILITIES D	$ 254.00	$ -	$ 254.00
50	2557	MANCHESTER WATER WORKS	$ 2,446.83	$ 24.50	$ 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	34234	MCMAHON, ROBERT	$ 14.05	$ 0.90	$ 13.15
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	34379	MOORE, BRUCE	$ 506.57	$ 34.85	$ 471.72
50	34201	MOORE, NATHANIEL	$ 83.63	$ 5.40	$ 78.23
50	34175	NAGY, JUSTIN	$ 72.04	$ 4.60	$ 67.44
50	34438	PEKHNYK, ANDRIY	$ 597.95	$ 41.70	$ 556.25
50	33379	PICARD, SCOTT	$ 78.11	$ -	$ 78.11
50	34181	PORTER, APRIL	$ 55.00	$ -	$ 55.00
50	34178	POULIN, RYAN	$ 84.04	$ 5.65	$ 78.39
50	34558	PRESCOTT, JULIAN	$ 175.77	$ 6.27	$ 169.50
50	31767	PRUSUTAM, NEPAL	$ 119.26	$ -	$ 119.26
50	34117	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	34410	RAYAMAJHI, SUMAN	$ 59.11	$ 4.05	$ 55.06
50	30809	RAYMOND, JAMES	$ 61.88	$ -	$ 61.88
50	33143	REAGAN, RYAN	$ 42.65	$ -	$ 42.65

City of Manchester NH - Receivables
Over 90 Days as of 10/4/2023

TYPE	CUST ID	NAME	TOTAL	CURRENT - 90 DAYS DUE	OVER 90 DAYS DUE
50	16772	RICARD, DUANE	$ 72.63	$ -	$ 72.63
50	33125	RIVERA, JOSHUA	$ 48.54	$ -	$ 48.54
50	32269	ROBICHAUD, DENNIS	$ 115.46	$ -	$ 115.46
50	31187	ROBINSON, JOSHUA	$ 151.79	$ -	$ 151.79
50	34518	RODRIGUES, ANTONIO SILV	$ 25.98	$ 1.48	$ 24.50
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	34458	SANTOS, ANTHONY	$ 39.02	$ 0.52	$ 38.50
50	34202	SARETTE, DOUGLAS	$ 26.00	$ -	$ 26.00
50	34439	SEACE, KODA	$ 70.70	$ 4.95	$ 65.75
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	34322	SWAIN CONSTRUCTION	$ 540.25	$ 36.20	$ 504.05
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	34317	WHEELER, AMY	$ 158.79	$ 10.65	$ 148.14
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	$ -	$ 224.00
50	33763	ZONA, NICHOLAS	$ 51.97	$ -	$ 51.97
50	33307	ZUKANOVIC, ALAN	$ 182.27	$ -	$ 182.27
50 & 51 - HIGHWAY TOTALS			**$ 18,056.55**	**$ 292.41**	**$ 17,764.14**
52	5774	155 DOW ST CONDO ASSN	$ 6,765.00	$ 3,355.00	$ 3,410.00
52	7790	670 LLC	$ 34,262.93	$ 34,140.00	$ 122.93
52	25446	844 ELM ST. LLC	$ 3,655.00	$ -	$ 3,655.00
52	33277	AGUIAR, WELLINGTON	$ 120.00	$ -	$ 120.00
52	17090	ALFARTOUSI, TALEB	$ 60.90	$ 60.00	$ 0.90
52	33835	ALLEN, SCOTT	$ 209.05	$ 13.96	$ 195.09
52	26464	ANDERSON, MELISSA	$ 120.90	$ -	$ 120.90
52	31834	ANDREW, CLAUS J.	$ 255.00	$ -	$ 255.00
52	32587	ANDREW, KIM	$ 628.80	$ 322.50	$ 306.30
52	34363	ARISTA, ROSE	$ 493.50	$ 313.50	$ 180.00
52	32999	ASKEW, JOSH	$ 334.98	$ 279.98	$ 55.00
52	25449	BAIER, CHRISTINE	$ 255.00	$ 170.00	$ 85.00
52	34121	BANDIT OFFROAD	$ 728.10	$ 548.10	$ 180.00
52	33264	BANFIELD, SAMANTAH	$ 120.00	$ -	$ 120.00
52	28892	BAO, INC.	$ 1,674.78	$ 1,399.78	$ 275.00
52	33898	BARNETT, ANTHONY	$ 170.00	$ -	$ 170.00
52	25450	BAROODY AND GREENWOOD	$ 1,105.00	$ 680.00	$ 425.00
52	32931	BARROWS, BECKY	$ 222.49	$ -	$ 222.49
52	33065	BECK, JOHN	$ 510.00	$ -	$ 510.00
52	33606	BEDARD, TERA	$ 340.00	$ -	$ 340.00
52	25469	BLOOMFIELD, MICHAEL	$ 90.00	$ 85.00	$ 5.00
52	33580	BOLLING, SHERMAN	$ 140.00	$ 85.00	$ 55.00
52	33195	BREEZE HOME LOANS	$ 2,465.50	$ 850.00	$ 1,615.50
52	33151	BROWN, ERIC	$ 165.00	$ -	$ 165.00
52	33936	BRUNO, MARK	$ 1,037.53	$ 349.55	$ 687.98
52	31542	BYRNE, KAREN	$ 113.32	$ -	$ 113.32
52	25382	CALIFARNO, SHARON	$ 110.00	$ -	$ 110.00
52	34381	CARLSON, MARIA	$ 452.45	$ 287.45	$ 165.00
52	33272	CASHION, MIKE	$ 510.00	$ 425.00	$ 85.00
52	33605	CHANIN, JILL	$ 765.00	$ 425.00	$ 340.00
52	33388	CONNOR, MATTHEW	$ 531.43	$ 263.45	$ 267.98
52	34009	CONTRERAS, FREDDY	$ 1,105.00	$ 425.00	$ 680.00
52	33979	CORREA, ANTHONY	$ 595.00	$ -	$ 595.00
52	27226	COTTON RESTAURANT	$ 275.06	$ 275.00	$ 0.06
52	12388	COZZENS, MARY	$ 120.00	$ -	$ 120.00
52	33930	CREATIVE FRAMING	$ 595.00	$ 425.00	$ 170.00
52	31099	CURTIS, RICKY	$ 153.72	$ 8.72	$ 145.00
52	34293	DAIGLE CLARK, HEATHER	$ 935.00	$ 425.00	$ 510.00
52	31157	DEKORNE, CATHERINE	$ 120.00	$ -	$ 120.00
52	33628	DEXTER, JOANNE	$ 353.24	$ 74.92	$ 278.32
52	34169	DIAZ, JOSUE	$ 765.00	$ 425.00	$ 340.00
52	30960	DIETER, DAVID	$ 121.80	$ -	$ 121.80
52	33713	DIFUSCO, NIKELLE	$ 625.20	$ 322.50	$ 302.70
52	33303	DION, MICHELLE	$ 340.00	$ -	$ 340.00
52	32201	DULCES BAKERY, LLC.	$ 132.41	$ 8.30	$ 124.11
52	34294	ESCARCEGA, DAISY	$ 365.40	$ 305.40	$ 60.00
52	33509	FALSTEIN, MACK	$ 255.00	$ -	$ 255.00
52	32969	FARGO, MICHAEL	$ 225.81	$ -	$ 225.81
52	33928	FAVREAU, ELIZABETH	$ 123.50	$ 63.60	$ 59.90
52	32374	FISHER, CELIA	$ 595.00	$ 255.00	$ 340.00
52	22398	FORD, GARY	$ 245.40	$ 243.60	$ 1.80
52	33732	GAGNON, MARK	$ 1,360.00	$ 425.00	$ 935.00
52	32248	GALGANO, MICHAEL	$ 165.00	$ -	$ 165.00
52	33462	GHANAYEM, ABDUL	$ 255.00	$ -	$ 255.00
52	28497	GLOBAL PLASTICS	$ 2,233.00	$ 1,683.00	$ 550.00
52	33771	GONZALES, ELIJAH	$ 255.00	$ -	$ 255.00
52	34163	GRASSO, MONICA	$ 821.46	$ 312.35	$ 509.11
52	20842	GRICE, THOMAS	$ 113.32	$ -	$ 113.32
52	33734	GUGUAI, PEYOUR	$ 1,105.00	$ 85.00	$ 1,020.00
52	33234	HARRINGTON, IRENE	$ 85.00	$ -	$ 85.00
52	33466	HAYDEN, LYNN	$ 1,108.20	$ 354.00	$ 754.20
52	2983	HILLSBOROUGH COUNTY ATT	$ 5,780.00	$ 4,100.00	$ 1,680.00
52	33267	HINCKLEY, ERIN	$ 1,020.00	$ 85.00	$ 935.00

City of Manchester NH - Receivables
Over 90 Days as of 10/4/2023

TYPE	CUST ID	NAME	TOTAL	CURRENT - 90 DAYS DUE	OVER 90 DAYS DUE
52	34299	HOUGH, MATTHEW	$ 1,146.20	$ 591.25	$ 554.95
52	34281	HUBBARD, KARLA	$ 42.50	$ -	$ 42.50
52	33817	IDENCIA, INC	$ 1,700.00	$ 1,275.00	$ 425.00
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	34019	JONES STREET INVESTMENT	$ 7,980.00	$ 5,700.00	$ 2,280.00
52	33891	KALWAR, FARAD	$ 510.00	$ 425.00	$ 85.00
52	33240	LAFFERTY, TANYA	$ 939.90	$ 117.60	$ 822.30
52	33443	LEGAULT, NICKOLIS	$ 340.00	$ -	$ 340.00
52	32249	LLAMA, FRANK III	$ 111.66	$ -	$ 111.66
52	34133	LOGAN, SHANITA	$ 664.76	$ 95.67	$ 569.09
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	34399	MADI, ANDREW	$ 365.40	$ 305.40	$ 60.00
52	20949	MAGGIO, JOHN	$ 227.43	$ 120.84	$ 106.59
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	25548	MCLANE MIDDLETON PROF A	$ 3,837.50	$ 3,655.00	$ 182.50
52	34369	MEDRANO, DAMALIS	$ 252.60	$ 72.60	$ 180.00
52	32764	MILLER, LEE	$ 60.00	$ -	$ 60.00
52	34013	MITCHELL, KOLYN	$ 320.65	$ 20.75	$ 299.90
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	3427	NE INST OF WHOLE HEALTH	$ 360.00	$ 240.00	$ 120.00
52	33525	NEMECEK, ANDREA	$ 85.00	$ -	$ 85.00
52	33968	NESBETH, KATHRYN	$ 448.91	$ 29.05	$ 419.86
52	7315	NEXT STEP	$ 770.00	$ 385.00	$ 385.00
52	25554	NIXON PEABODY LLC	$ 1,762.50	$ 850.00	$ 912.50
52	31297	OGLEBAY, MISSY	$ 60.00	$ -	$ 60.00
52	34305	OLSEN, JAMES	$ 170.00	$ -	$ 170.00
52	18443	OTIS, MARK	$ 55.00	$ -	$ 55.00
52	33716	OUELLET, NOAH	$ 374.30	$ 24.00	$ 350.30
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	33900	PEREZ, MILITZA	$ 170.00	$ -	$ 170.00
52	33321	PESANTE, ASHTON EZRA	$ 826.80	$ 336.00	$ 490.80
52	33842	POISSON, KENNETH	$ 135.73	$ 8.30	$ 127.43
52	31427	PROVENCHER, EMILY	$ 170.00	$ -	$ 170.00
52	33782	RAKOWSKI, RACHEL	$ 67.45	$ 4.15	$ 63.30
52	33978	REYNOLDS, DYLAN	$ 858.00	$ 618.00	$ 240.00
52	31786	RITCHE, JENNI	$ 180.00	$ -	$ 180.00
52	34106	RIVERA, EDISON TARDI	$ 543.00	$ 36.00	$ 507.00
52	33989	ROBY-DAIGLE, MERCEDES	$ 274.20	$ 18.00	$ 256.20
52	33170	ROMARY, THOMAS	$ 1,020.00	$ 85.00	$ 935.00
52	33880	ROULEAU, ERIC	$ 59.98	$ 4.15	$ 55.83
52	34205	SANFORD-WILSON, BROOKE	$ 60.81	$ 4.15	$ 56.66
52	33097	SAVARY, AMBER	$ 1,020.00	$ 425.00	$ 595.00
52	34361	SCHROEDER, CHRISTOPHER	$ 699.20	$ 444.20	$ 255.00
52	34008	SCHWAB, MATTHEW	$ 895.80	$ 340.50	$ 555.30
52	32901	SEBA, APELETE CURTIS J	$ 271.30	$ 170.00	$ 101.30
52	30959	SOUCY, JOEL	$ 425.00	$ -	$ 425.00
52	21704	SOUTHERN NH UNIVERSITY	$ 1,402.50	$ 1,020.00	$ 382.50
52	33259	STACKPOLE, ANTHONY	$ 240.56	$ 14.40	$ 226.16
52	31597	STATE OF NH KAREPINE	$ 501.60	$ 480.00	$ 21.60
52	11528	STRANGE, KAT	$ 190.80	$ -	$ 190.80
52	33907	STREHLOW, WILLIAM	$ 1,445.00	$ 425.00	$ 1,020.00
52	34123	SUAZO, MERCEDES	$ 429.00	$ 309.00	$ 120.00
52	10222	THE BRIDGE CAFE	$ 393.30	$ 391.65	$ 1.65
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	34206	VINCIGUERRA, LORI	$ 55.07	$ 55.00	$ 0.07
52	34103	VINSON, PATRICK	$ 201.60	$ 13.50	$ 188.10
52	34218	WARD, MEGAN	$ 60.90	$ 60.00	$ 0.90
52	8154	WEDU DESIGN	$ 1,829.25	$ 1,469.25	$ 360.00
52	25603	WHALEN, LAURA	$ 85.00	$ -	$ 85.00
52	33567	WHEELER, SAMANTHA	$ 372.60	$ 249.00	$ 123.60
52	3278	YWCA	$ 2,268.15	$ 2,265.00	$ 3.15
52	33927	ZIDNA, IBTISSAM	$ 62.70	$ 2.70	$ 60.00
52 - PARKING TOTALS			**$ 128,368.19**	**$ 78,019.77**	**$ 50,348.42**
65	34208	CASIMIR, REMY	$ 1,607.00	$ 13.50	$ 1,593.50
65 - PARKS & RECREATION TOTALS			**$ 1,607.00**	**$ 13.50**	**$ 1,593.50**
GRAND TOTALS			**$ 10,543,273.76**	**$ 8,418,368.90**	**$ 2,124,904.86**

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

October 10, 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 three months of fiscal year 2024.

***Expenditures*:**

The average unobligated balance percentage after three months should be 75% as a benchmark. All departments are within 10% of this benchmark with the exception of the Information Systems Department. The overall unobligated percentage after three months is 73.78% for 2024 compared to 76.62% a year ago. Health insurance costs for 2024 is tracking slightly over budget through September. A comparison of retirement payouts through September for FY 2024 and 2023 is as follows:

		2024	2023
Payments		$ 644,695	$ 384,924
Retirements			
	Police	122,163	182,940
	Fire	271,542	82,172
	DPW	121,201	99,808
	All Other	129,789	20,004
Total		644,695	384,924

There have been no transfers from the FY 2024 Contingency Account as of 9/30/2023:

Original Budget	7/1/2023	312,000.00
Revised Balance - posted		312,000.00

Revenues:

Revenues for the first three months of fiscal year 2024 are $1.2 million lower than a year ago. Interest income is $550 thousand higher than a year ago due to favorable interest rates. Permits are $22 thousand higher than the same period a year ago. Offsetting the increases are lower auto registrations of $273 thousand and a decrease in school chargebacks of $1.7 million, primarily due to less timely billing in the Department of Public Works.

Sincerely,

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

FINANCIAL REPORTS

FOR THE THREE MONTHS ENDED
SEPTEMBER 30, 2023

UNAUDITED

CITY OF MANCHESTER, NEW HAMPSHIRE

PRELIMINARY FINANCIAL STATEMENTS

TABLE OF CONTENTS

FOR THE THREE MONTHS ENDED SEPTEMBER 30, 2023

(UNAUDITED)

City of Manchester, New Hampshire
Budget vs Actual Expenditures - General Fund
By Department Without Restricted Items
For The Three Months Ended September 30, 2023
(UNAUDITED)
Budget Basis
QT1BUDNBN1

	FY 2024 MODIFIED BUDGET	FY 2024 OBLIGATIONS TO DATE	FY 2024 UNOBLIGATED BALANCE	FY 2024 PERCENT UNOBLIGATED
AGENCIES-				
ALDERMEN	$ 70,000.00	$ 17,500.00	$ 52,500.00	75.00
ASSESSORS	819,053.00	188,661.18	630,391.82	76.97
CITY CLERK	1,177,695.00	256,842.46	920,852.54	78.19
MEDO	175,907.00	43,488.68	132,418.32	75.28
CITY SOLICITOR	1,939,189.00	418,955.22	1,520,233.78	78.40
FINANCE	1,181,504.00	263,739.94	917,764.06	77.68
CENTRAL FLEET MANAGEMENT	3,807,550.00	917,723.53	2,889,826.47	75.90
INFORMATION SYSTEMS	2,159,332.00	971,448.55	1,187,883.45	55.01
MAYOR	258,859.00	59,415.90	199,443.10	77.05
OFFICE OF YOUTH SERVICES	643,212.00	150,026.62	493,185.38	76.68
HUMAN RESOURCES	783,725.00	231,022.62	552,702.38	70.52
PLANNING & COMMUNITY DEVELOPMENT	2,443,437.00	588,507.72	1,854,929.28	75.91
TAX COLLECTOR	777,253.00	168,641.79	608,611.21	78.30
FIRE	24,341,147.00	5,758,103.26	18,583,043.74	76.34
POLICE	31,263,691.00	7,642,051.48	23,621,639.52	75.56
HEALTH	2,033,170.00	434,108.15	1,599,061.85	78.65
DEPARTMENT OF PUBLIC WORKS	33,323,820.00	9,255,082.54	24,068,737.46	72.23
WELFARE	1,033,487.00	307,984.47	725,502.53	70.20
LIBRARY	2,353,341.00	635,029.95	1,718,311.05	73.02
DEPARTMENT OF HOUSING STABILITY	1,150.00	1,679.81	(529.81)	(46.07)
TOTAL AGENCIES	110,586,522.00	28,310,013.87	82,276,508.13	74.40
RESTRICTED ITEMS-				
SEVERANCE PAY	800,000.00	601,802.15	198,197.85	24.77
WORKERS COMPENSATION - SALARY	684,000.00	152,682.75	531,317.25	77.68
WORKERS COMPENSATION - MEDICAL	1,783,654.00	489,903.77	1,293,750.23	72.53
HEALTH INSURANCE	14,513,720.00	3,148,827.11	11,364,892.89	78.30
DENTAL INSURANCE	692,084.00	129,844.98	562,239.02	81.24
DEATH BENEFIT	71,186.00	14,941.38	56,244.62	79.01
DISABILITY INSURANCE	60,771.00	11,124.44	49,646.56	81.69
CITY RETIREMENT	11,526,977.00	3,114,943.48	8,412,033.52	72.98
FIRE STATE PENSION	6,441,285.00	1,598,135.17	4,843,149.83	75.19
POLICE STATE PENSION	7,605,230.00	1,875,575.64	5,729,654.36	75.34
FICA	3,263,910.00	853,532.02	2,410,377.98	73.85
UNEMPLOYMENT	25,000.00	128.00	24,872.00	99.49
TUITION	50,000.00	11,483.97	38,516.03	77.03
CGL INSURANCE	1,300,000.00	848,878.24	451,121.76	34.70
TOTAL RESTRICTED ITEMS	48,817,817.00	12,851,803.10	35,966,013.90	73.67

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City of Manchester, New Hampshire
Budget vs Actual Expenditures - General Fund
By Department Without Restricted Items
For The Three Months Ended September 30, 2023
(UNAUDITED)
Budget Basis
QT1BUDNBN1

	FY 2024 MODIFIED BUDGET	FY 2024 OBLIGATIONS TO DATE	FY 2024 UNOBLIGATED BALANCE	FY 2024 PERCENT UNOBLIGATED
NON-DEPARTMENTAL ITEMS-				
CONTINGENCY	312,000.00	-	312,000.00	100.00
MPTS	470,153.00	470,153.00	-	-
CIVIC CONTRIBUTIONS	120,086.00	121,524.00	(1,438.00)	(1.20)
NON-CITY PROGRAMS	78,385.00	78,384.90	.10	-
STREET LIGHTING	890,046.00	16,742.35	873,303.65	98.12
COMMUNITY IMPROVEMENT PROGRAM	1,340,000.00	1,340,000.00	-	-
TRANSIT SUBSIDY	1,594,761.00	1,594,761.00	-	-
EMPLOYEE MEDICAL SERVICES	65,000.00	9,418.00	55,582.00	85.51
MATURING DEBT	11,300,000.00	2,172,059.30	9,127,940.70	80.78
INTEREST ON MATURING DEBT	4,800,000.00	326,706.15	4,473,293.85	93.19
TOTAL NON-DEPARTMENTAL ITEMS	20,970,431.00	6,129,748.70	14,840,682.30	70.77
TOTAL GENERAL FUND	$ 180,374,770.00	$ 47,291,565.67	$ 133,083,204.33	73.78

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City of Manchester, New Hampshire
Budget vs Actual Expenditures - General Fund
By Department Without Restricted Items
For The Three Months Ended September 30, 2022
(UNAUDITED)
Budget Basis
QT1BUDNBN2

	FY 2023 MODIFIED BUDGET	FY 2023 OBLIGATIONS TO DATE	FY 2023 UNOBLIGATED BALANCE	FY 2023 PERCENT UNOBLIGATED
AGENCIES-				
ALDERMEN	$ 70,000.00	$ 16,250.00	$ 53,750.00	76.79
ASSESSORS	788,236.26	157,698.51	630,537.75	79.99
CITY CLERK	1,060,565.29	232,592.00	827,973.29	78.07
MEDO	10,000.00	1,846.34	8,153.66	81.54
CITY SOLICITOR	1,775,210.65	356,276.71	1,418,933.94	79.93
FINANCE	1,026,031.93	226,217.03	799,814.90	77.95
CENTRAL FLEET MANAGEMENT	3,564,049.55	674,462.85	2,889,586.70	81.08
INFORMATION SYSTEMS	2,017,016.22	877,668.55	1,139,347.67	56.49
MAYOR	248,342.00	49,511.22	198,830.78	80.06
OFFICE OF YOUTH SERVICES	617,212.22	99,100.00	518,112.22	83.94
HUMAN RESOURCES	751,275.97	130,066.49	621,209.48	82.69
PLANNING & COMMUNITY DEVELOPMENT	2,325,771.42	484,651.64	1,841,119.78	79.16
TAX COLLECTOR	707,642.29	134,471.39	573,170.90	81.00
FIRE	22,614,134.15	5,063,349.00	17,550,785.15	77.61
POLICE	30,210,533.72	6,703,003.16	23,507,530.56	77.81
HEALTH	3,219,149.85	326,986.50	2,892,163.35	89.84
DEPARTMENT OF PUBLIC WORKS	30,244,736.01	8,876,185.37	21,368,550.64	70.65
WELFARE	974,413.85	181,286.89	793,126.96	81.40
LIBRARY	2,149,008.02	522,510.60	1,626,497.42	75.69
SENIOR SERVICES	252,371.45	42,547.21	209,824.24	83.14
TOTAL AGENCIES	104,625,700.85	25,156,681.46	79,469,019.39	75.96
RESTRICTED ITEMS-				
SEVERANCE PAY	1,100,000.00	384,923.62	715,076.38	65.01
WORKERS COMPENSATION - SALARY	684,000.00	91,784.47	592,215.53	86.58
WORKERS COMPENSATION - MEDICAL	1,783,654.00	571,696.84	1,211,957.16	67.95
HEALTH INSURANCE	12,513,720.00	2,841,257.79	9,672,462.21	77.29
DENTAL INSURANCE	712,791.00	133,647.32	579,143.68	81.25
DEATH BENEFIT	72,601.00	13,872.42	58,728.58	80.89
DISABILITY INSURANCE	61,821.00	10,107.02	51,713.98	83.65
CITY RETIREMENT	11,847,890.54	2,481,568.87	9,366,321.67	79.05
FIRE STATE PENSION	6,268,246.92	1,515,705.59	4,752,541.33	75.82
POLICE STATE PENSION	7,654,541.41	1,916,093.44	5,738,447.97	74.97
FICA	3,207,427.74	718,441.03	2,488,986.71	77.60
UNEMPLOYMENT	25,000.00	2,114.00	22,886.00	91.54
TUITION	50,000.00	15,601.38	34,398.62	68.80
CGL INSURANCE	1,000,000.00	607,863.56	392,136.44	39.21
TOTAL RESTRICTED ITEMS	46,981,693.61	11,304,677.35	35,677,016.26	75.94

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City of Manchester, New Hampshire
Budget vs Actual Expenditures - General Fund
By Department Without Restricted Items
For The Three Months Ended September 30, 2022
(UNAUDITED)
Budget Basis
QT1BUDNBN2

	FY 2023 MODIFIED BUDGET	FY 2023 OBLIGATIONS TO DATE	FY 2023 UNOBLIGATED BALANCE	FY 2023 PERCENT UNOBLIGATED
NON-DEPARTMENTAL ITEMS-				
MPTS	469,287.00	469,287.00	-	-
CONTINGENCY	718,500.54	-	718,500.54	100.00
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	636,691.18	79,511.82	11.10
TRANSIT SUBSIDY	1,373,420.00	1,373,420.00	-	-
EMPLOYEE MEDICAL SERVICES	65,000.00	5,901.32	59,098.68	90.92
MATURING DEBT	11,300,000.00	661,058.30	10,638,941.70	94.15
INTEREST ON MATURING DEBT	4,800,000.00	303,559.83	4,496,440.17	93.68
TOTAL NON-DEPARTMENTAL ITEMS	19,634,023.54	3,567,901.63	16,066,121.91	81.83
TOTAL GENERAL FUND	$ 171,241,418.00	$ 40,029,260.44	$ 131,212,157.56	76.62

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City of Manchester, New Hampshire
Budget vs Actual Revenue By Department - General Fund
Non-Property Tax Revenues
For The Three Months Ended September 30, 2023
(UNAUDITED)
Budget Basis
QT1REVAGEN

	FY 2024 MODIFIED BUDGET	FY 2024 REVENUE RECOGNIZED	FY 2024 UNRECOGNIZED BALANCE	FY 2024 PERCENTAGE UNRECOGNIZED
AGENCIES-				
ASSESSORS	989,600.00	112,843.52	876,756.48	88.60
CITY CLERK	2,450,790.00	91,841.75	2,358,948.25	96.25
MEDO	-	400.00	(400.00)	-
CITY SOLICITOR	597,138.00	-	597,138.00	100.00
FINANCE	10,795,452.00	1,515,658.55	9,279,793.45	85.96
INFORMATION SYSTEMS	205,000.00	10,398.00	194,602.00	94.93
HUMAN RESOURCES	-	256.41	(256.41)	-
PLANNING & COMMUNITY DEVELOPMENT	3,436,000.00	852,380.50	2,583,619.50	75.19
TAX COLLECTOR	24,488,942.00	5,690,043.35	18,798,898.65	76.76
CENTRAL FLEET MANAGEMENT	45,000.00	26,880.01	18,119.99	40.27
FIRE	966,970.00	143,534.25	823,435.75	85.16
POLICE	1,187,015.00	175,835.94	1,011,179.06	85.19
HEALTH	229,750.00	48,216.50	181,533.50	79.01
DEPARTMENT OF PUBLIC WORKS	15,558,633.00	1,485,244.13	14,073,388.87	90.45
WELFARE	18,000.00	5,045.34	12,954.66	71.97
TOTAL AGENCIES	$ 60,968,290.00	$ 10,158,578.25	$ 50,809,711.75	83.34

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City of Manchester, New Hampshire
Budget vs Actual Revenue By Type - General Fund
Non-Property Tax Revenues
For The Three Months Ended September 30, 2023
(UNAUDITED)
Budget Basis
QT1REVNPRP

	MODIFIED BUDGET	REVENUE RECOGNIZED	UNRECOGNIZED BALANCE	PERCENTAGE UNRECOGNIZED
TAXES, INTEREST AND PENALTIES				
MISCELLANEOUS TAXES	21,415.00	52,254.76	(30,839.76)	(144.01)
INTEREST AND PENALTIES	495,000.00	351,173.42	143,826.58	29.06
CABLE FRANCHISE FEES	1,680,000.00	-	1,680,000.00	100.00
TOTAL TAXES, INTEREST AND PENALTIES	2,196,415.00	403,428.18	1,792,986.82	81.63
LICENSES AND PERMITS				
AUTO REGISTRATIONS	23,688,092.00	5,317,797.56	18,370,294.44	77.55
LICENSES	556,340.00	60,395.38	495,944.62	89.14
PERMITS	3,295,995.00	893,966.53	2,402,028.47	72.88
TOTAL LICENSES AND PERMITS	27,540,427.00	6,272,159.47	21,268,267.53	77.23
INTERGOVERNMENTAL				
FEDERAL REVENUES	418,000.00	41,421.51	376,578.49	90.09
PAYMENTS IN LIEU OF TAXES	951,600.00	-	951,600.00	100.00
STATE REVENUES	6,617,687.00	621,086.64	5,996,600.36	90.61
TOTAL INTERGOVERNMENTAL	7,987,287.00	662,508.15	7,324,778.85	91.71
SALES AND SERVICES				
GENERAL REVENUES	242,320.00	38,385.80	203,934.20	84.16
PUBLIC SAFETY	276,650.00	82,275.05	194,374.95	70.26
HIGHWAY	1,010,248.00	253,892.51	756,355.49	74.87
HEALTH	10,000.00	1,360.00	8,640.00	86.40
CEMETERY, PARKS & RECREATION	1,850,706.00	341,166.69	1,509,539.31	81.57
ZONING BOARD	82,000.00	17,615.00	64,385.00	78.52
PARKING VIOLATIONS	3,000.00	898.00	2,102.00	70.07
COURT FINES	4,000.00	2,053.15	1,946.85	48.67
FEES	1,160,925.00	174,150.83	986,774.17	85.00
TOTAL SALES AND SERVICES	4,639,849.00	911,797.03	3,728,051.97	80.35
OTHER REVENUE SOURCES				
INTEREST INCOME	2,101,670.00	817,602.16	1,284,067.84	61.10
FUND TRANSFERS	3,129,705.00	400.00	3,129,305.00	99.99
REIMBURSEMENTS	2,945,798.00	525,797.27	2,420,000.73	82.15
RENTALS & LEASES	1,235,667.00	477,625.15	758,041.85	61.35
SCHOOL CHARGEBACKS	9,188,972.00	85,077.08	9,103,894.92	99.07
MISCELLANEOUS	2,500.00	2,183.76	316.24	12.65
TOTAL OTHER REVENUE SOURCES	18,604,312.00	1,908,685.42	16,695,626.58	89.74
TOTAL	$ 60,968,290.00	$ 10,158,578.25	$ 50,809,711.75	83.34

City of Manchester, New Hampshire
Budget vs Actual Revenue By Type -
Non-Property Tax Revenues
For The Three Months Ended September 30, 2023
Modified Budget FY 2022
(UNAUDITED)
Budget Basis
QT1REVCOM1

	ACTUAL FY 2023	MODIFIED BUDGET FY 24	DIFFERENCE ACTUAL 23 VS BUDGET 24	PERCENTAGE DIFFERENCE OF FY23 VS FY24
TAXES, INTEREST AND PENALTIES				
MISCELLANEOUS TAXES	25,161	21,415	(3,746)	(14.89)
INTEREST AND PENALTIES	713,680	495,000	(218,680)	(30.64)
CABLE FRANCHISE FEES	1,542,033	1,680,000	137,967	8.95
TOTAL TAXES, INTEREST AND PENALTIES	2,280,874	2,196,415	(84,459)	(3.70)
LICENSES AND PERMITS				
AUTO REGISTRATIONS	21,677,720	23,688,092	2,010,372	9.27
LICENSES	548,772	556,340	7,568	1.38
PERMITS	4,483,960	3,295,995	(1,187,965)	(26.49)
TOTAL LICENSES AND PERMITS	26,710,452	27,540,427	829,975	3.11
INTERGOVERNMENTAL				
FEDERAL REVENUES	370,250	418,000	47,750	12.90
PAYMENTS IN LIEU OF TAXES	968,059	951,600	(16,459)	(1.70)
STATE REVENUES	6,725,577	6,617,687	(107,890)	(1.60)
TOTAL INTERGOVERNMENTAL	8,063,886	7,987,287	(76,599)	(.95)
SALES AND SERVICES				
GENERAL REVENUES	247,459	242,320	(5,139)	(2.08)
PUBLIC SAFETY	337,119	276,650	(60,469)	(17.94)
HIGHWAY	1,179,725	1,010,248	(169,477)	(14.37)
HEALTH	5,675	10,000	4,325	76.21
CEMETERY, PARKS & RECREATION	2,105,620	1,850,706	(254,914)	(12.11)
ZONING BOARD	76,225	82,000	5,775	7.58
PARKING VIOLATIONS	3,300	3,000	(300)	(9.09)
COURT FINES	3,926	4,000	74	1.88
OTHER FINES	31,360	-	(31,360)	(100.00)
FEES	1,256,227	1,160,925	(95,302)	(7.59)
WITNESS FEES	120	-	(120)	(100.00)
TOTAL SALES AND SERVICES	5,246,756	4,639,849	(606,907)	(11.57)
OTHER REVENUE SOURCES				
INTEREST INCOME	2,452,006	2,101,670	(350,336)	(14.29)
FUND TRANSFERS	550,370	3,129,705	2,579,335	468.65
REIMBURSEMENTS	3,058,515	2,945,798	(112,717)	(3.69)
RENTALS & LEASES	1,194,191	1,235,667	41,476	3.47
SCHOOL CHARGEBACKS	7,811,059	9,188,972	1,377,913	17.64
MISCELLANEOUS	68,126	2,500	(65,626)	(96.33)
TOTAL OTHER REVENUE SOURCES	15,134,267	18,604,312	3,470,045	22.93
TOTAL	$ 57,436,235	$ 60,968,290	$ 3,532,055	6.15

City of Manchester, New Hampshire
Budget vs Actual Revenue By Type -
Non-Property Tax Revenues
For The Three Months Ended September 30, 2023 and 2022
(UNAUDITED)
Budget Basis
QT1REVCOM2

	3 MONTHS ACTUAL FY 2023	3 MONTHS ACTUAL FY 2024	DIFFERENCE ACTUAL 23 VS ACTUAL 24	PERCENTAGE DIFFERENCE OF FY23 VS FY24
TAXES, INTEREST AND PENALTIES				
MISCELLANEOUS TAXES	10,196	52,254	42,058	412.50
INTEREST AND PENALTIES	229,181	351,173	121,992	53.23
TOTAL TAXES, INTEREST AND PENALTIES	239,377	403,428	164,051	68.53
LICENSES AND PERMITS				
AUTO REGISTRATIONS	5,591,080	5,317,797	(273,282)	(4.89)
LICENSES	72,465	60,395	(12,069)	(16.66)
PERMITS	871,737	893,966	22,229	2.55
TOTAL LICENSES AND PERMITS	6,535,282	6,272,159	(263,122)	(4.03)
INTERGOVERNMENTAL				
FEDERAL REVENUES	49,994	41,421	(8,572)	(17.15)
STATE REVENUES	750,090	621,086	(129,003)	(17.20)
TOTAL INTERGOVERNMENTAL	800,084	662,508	(137,575)	(17.20)
SALES AND SERVICES				
GENERAL REVENUES	55,847	38,385	(17,461)	(31.27)
PUBLIC SAFETY	113,646	82,275	(31,370)	(27.60)
HIGHWAY	293,255	253,892	(39,362)	(13.42)
HEALTH	1,280	1,360	80	6.25
CEMETERY, PARKS & RECREATION	458,531	341,166	(117,364)	(25.60)
ZONING BOARD	29,395	17,615	(11,780)	(40.07)
PARKING VIOLATIONS	1,400	898	(502)	(35.86)
COURT FINES	1,644	2,053	409	24.89
FEES	174,773	174,150	(622)	(.36)
TOTAL SALES AND SERVICES	1,129,771	911,797	(217,973)	(19.29)
OTHER REVENUE SOURCES				
INTEREST INCOME	267,994	817,602	549,608	205.08
FUND TRANSFERS	-	400	400	-
REIMBURSEMENTS	438,898	525,797	86,899	19.80
RENTALS & LEASES	103,669	477,625	373,956	360.72
SCHOOL CHARGEBACKS	1,794,023	85,077	(1,708,945)	(95.26)
MISCELLANEOUS	3,357	2,183	(1,173)	(34.95)
TOTAL OTHER REVENUE SOURCES	2,607,941	1,908,685	(699,255)	(26.81)
TOTAL	$ 11,312,455	$ 10,158,578	$ (1,153,876)	(10.20)

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City of Manchester, New Hampshire
Parking Division
Budgetary basis
For the three months ended September 30, 2023
(unaudited)

Object Code Description	2024 Revised Budget	July 2023 - September 2023 Activity	2024 Balance
Intergovernmental Total	-	-	-
Charges for Services Total	1,358,150	325,759	791,327
Licenses & Permits Total	3,054,000	577,658	2,476,342
Interest Total	2,500	2,476	24
Other Revenue Total	844,487	200,716	643,771
Grand Total	5,259,137	1,106,609	4,152,528
Salaries & Wages Total	741,936	140,900	601,036
Employee Benefits Total	387,689	95,731	291,958
Purchased Professional Services Total	14,500	4,959	9,541
Purchased Property Services Total	913,500	50,396	863,104
Other Purchased Services Total	55,950	18,528	37,422
Supplies & Materials Total	166,500	10,711	155,789
Capital Outlay Total	-	-	-
Miscellaneous Total	165,000	35,727	129,273
Non-Departmental Total	334,457	-	334,457
Miscellaneous-Reimburse City Total	2,579,605	-	2,579,605
Grand Total	5,359,137	356,952	5,002,185
Excess (deficit) of revenues over expenditures	(100,000)	749,657	(849,657)

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Sharon Y. Wickens
Finance Officer

Michele A. Bogardus
Deputy Finance Officer

CITY OF MANCHESTER
Finance Department

October 10, 2023

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

RE: 1st Quarter Fiscal Year 2024 Write-off List

Dear Honorable Committee Members,

Attached is the 1st quarter fiscal year 2024 write-off list. These Fire, Highway, Parking and Police Department customers were sent to collections, but all efforts to collect have been exhausted. After review by the Solicitor's office it was determined that this receivable is uncollectable and therefore should be written off.

Every effort is made to collect receivables, however some inevitably become uncollectable and must be written-off in accordance with Generally Acceptable Accounting Practices (GAAP). We request authorization to write these receivables off.

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

Respectfully submitted,

K. LeBlanc

Kim LeBlanc
Financial Analyst II

Enc.

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

Name (LAST, FIRST, MIDDLE)	DEPT	DEPT/INVOICE #	DESCRIPTION	DATE OF SERVICE	Current_Balance
AHRENT,JEFFREY	HWY	HWY1042879	DROP OFF CTR	11/25/2019	110.13
AHRENT,JEFFREY	HWY	HWY1044339	DROP OFF CTR	12/16/2019	63.00
AHRENT,JEFFREY	HWY	HWY1045694	DROP OFF CTR	2/3/2020	49.00
AHRENT,JEFFREY	HWY	HWY1045986	DROP OFF CTR	2/24/2020	47.25
ASPROGIANNIS,STYLIANOS	HWY	HWY1028971	DROP OFF CTR	10/1/2018	82.04
BALDIZAN,FRANK	HWY	HWY1048244	DROP OFF CTR	6/12/2020	337.50
BASSETT,SHANNA	HWY	HWY1030075	DROP OFF CTR	10/31/2018	277.97
BEDDINGTON,LINDA	HWY	HWY1040493	DROP OFF CTR	9/26/2019	29.26
BELMAIN,AMBER	HWY	HWY1035272	DROP OFF CTR	3/27/2019	8.74
BRACCIO,ZENANDRE S.	HWY	HWY1029264	DROP OFF CTR	10/9/2018	193.84
BROWN,JEREMY	HWY	HWY1040254	DROP OFF CTR	9/9/2019	12.54
BUZZELL,JAMES	HWY	HWY1026264	DROP OFF CTR	7/23/2018	86.14
CABALLERY CONSTRUCTION,	HWY	HWY1041037	DROP OFF CTR	10/7/2019	53.81
CHENEVERT,PATTI	HWY	HWY1045757	CURBSIDE BULKY, NSF CHRG	1/31/2020	80.00
CORCORAN,JEFFREY	HWY	HWY1043370	DROP OFF CTR	12/3/2019	27.75
CUMMINGS,STEPHEN	HWY	HWY1028281	DROP OFF CTR	9/17/2018	73.16
CYR,SYNDEE	HWY	HWY1043457	BULKY ITEM, NSF CHRG	12/4/2019	55.00
DESJARLAIS,STEPHEN	HWY	HWY1028285	DROP OFF CTR	9/17/2018	51.22
DOUGLAS,THOMAS	HWY	HWY1024168	DROP OFF CTR	5/21/2018	18.60
DROUIN,JOHN	HWY	HWY1038647	DROP OFF CTR	7/31/2019	141.10
EAVES,JOSHUA	HWY	HWY1024031	DROP OFF CTR	5/14/2018	44.20
FREEMAN,JOE	HWY	HWY1041364	DROP OFF CTR	10/28/2019	109.95
FURMAN,DAVID	HWY	HWY1029527	DROP OFF CTR	10/22/2018	82.29
GADSBY,DAVID	HWY	HWY1035053	DROP OFF CTR	3/8/2019	64.90
GAUDET,SCOTT J.	HWY	HWY1026153	DROP OFF CTR	7/17/2018	66.65
GAW,ADAM K	HWY	HWY1023207	DROP OFF CTR, NSF CHRG	4/23/2018	192.74
GINGRAS,ROBERTA	HWY	HWY1028292	DROP OFF CTR	9/17/2018	194.50
HENDRICKS, JAMES	HWY	HWY1023332	DROP OFF CTR	4/30/2018	16.84
HILARY,HENRY	HWY	HWY1025470	DROP OFF CTR	6/29/2018	23.42
HINSE,BRYAN	HWY	HWY1035199	DROP OFF CTR	3/22/2019	219.90
JACOME,AUGUSTUS	HWY	HWY1038389	DROP OFF CTR, NSF CHRG	7/12/2019	75.15
JENSEN,AMY	HWY	HWY1047835	DROP OFF CTR	6/5/2020	42.24
KARGBO,ALHAJI	HWY	HWY1041367	DROP OFF CTR	10/28/2019	64.90
LANDRY,BRANDON	HWY	HWY1037764	DROP OFF CTR	6/24/2019	26.72
LEMOS,KEVIN	HWY	HWY1023333	DROP OFF CTR	4/30/2018	71.10
LODI,TRUST	HWY	HWY1035856	DROP OFF CTR	4/8/2019	56.83
LOGIACCCO,FRANCESCO	HWY	HWY1037587	DROP OFF CTR	6/11/2019	13.33
MAROTTO,DAVID	HWY	HWY1038463	DROP OFF CTR, NSF CHRG	7/17/2019	103.35
MARSH,KELLY	HWY	HWY1044406	NSF CHRG	12/20/2019	30.00
MARTINEZ,CHRISTINE	HWY	HWY1035924	DROP OFF CTR	4/9/2019	85.01
MILTNER,ERIC	HWY	HWY1026287	DROP OFF CTR	7/23/2018	27.40
PRUSUTAM,NEPAL	HWY	HWY1027119	DROP OFF CTR	8/15/2018	119.26
RAYMOND,JAMES	HWY	HWY1022041	DROP OFF CTR	3/12/2018	61.88
ROBICHAUD,DENNIS	HWY	HWY1031848	DROP OFF CTR	12/4/2018	115.46
ROBINSON,JOSHUA	HWY	HWY1040514	DROP OFF CTR	9/26/2019	151.79
RUIZ,JORGE	HWY	HWY1046486	DROP OFF CTR	3/2/2020	180.00
SALAMANCA,JESUS	HWY	HWY1046517	DROP OFF CTR, TOTER, NSF CHRG	3/4/2020	166.25
SHABAKA,SHERIF	HWY	HWY1046487	DROP OFF CTR	3/2/2020	77.00
SILVENT,JOHN	HWY	HWY1041996	DROP OFF CTR, NSF CHRG	11/12/2019	70.85
TIERNEY,DOUGLAS	HWY	HWY1042827	DROP OFF CTR	11/19/2019	35.27
TOSADO-NIEVES,PABLO	HWY	HWY1038597	DROP OFF CTR	7/29/2019	107.25
TURSKI,TODD	HWY	HWY1037588	INSP OT FEES-5G130-$56.07, 50362	6/11/2019	108.15
YOUNG,DAVID	HWY	HWY1023224	DROP OFF CTR	4/23/2018	34.18
ZENANDRE,BRACCIO	HWY	HWY1047565	DROP OFF CTR	5/14/2020	180.36
ZLOTRG,ALDIN	HWY	HWY1036827	DROP OFF CTR, NSF CHRG	5/14/2019	197.75
				HWY TOTAL	5,014.92

Name (LAST, FIRST, MIDDLE)	DEPT	DEPT/INVOICE #	DESCRIPTION	DATE OF SERVICE	Current_Balance
ANDERSON,MELISSA	PRKG	PRKG1026773	HARTNETT PERMIT	8/3/2018	60.90
ANDERSON,MELISSA	PRKG	PRKG1025805	HARTNETT PERMIT	7/9/2018	60.00
ANDREW,CLAUS J	PRKG	PRKG1034012	VICTORY PERMIT	2/1/2019	85.00
ANDREW,CLAUS J	PRKG	PRKG1035666	VICTORY PERMIT	3/4/2019	85.00
ANDREW,CLAUS J	PRKG	PRKG1034867	VICTORY PERMIT	4/2/2019	85.00
BYRNE,KAREN	PRKG	PRKG1026906	DOWNTOWN PERMIT	8/3/2018	58.32
BYRNE,KAREN	PRKG	PRKG1027956	DOWNTOWN PERMIT	9/5/2018	55.00
CALIFARNO,SHARON	PRKG	PRKG1026688	DOWNTOWN PERMIT	8/3/2018	55.00
CALIFARNO,SHARON	PRKG	PRKG1027747	DOWNTOWN PERMIT	9/5/2018	55.00
COZZENS,MARY	PRKG	PRKG1029679	PINE PERMIT	11/1/2018	60.00
COZZENS,MARY	PRKG	PRKG1031416	PINE PERMIT	12/5/2018	60.00
DEKORNE,CATHERINE	PRKG	PRKG1025914	PINE PERMIT	7/9/2018	60.00
DEKORNE,CATHERINE	PRKG	PRKG1026878	PINE PERMIT	8/3/2018	60.00
DIETER,DAVID	PRKG	PRKG1027911	HARTNETT PERMIT	9/5/2018	61.80
DIETER,DAVID	PRKG	PRKG1028843	HARTNETT PERMIT	10/2/2018	60.00
GALGANO,MICHAEL	PRKG	PRKG1040122	DOWNTOWN PERMIT	9/3/2019	55.00
GALGANO,MICHAEL	PRKG	PRKG1040876	DOWNTOWN PERMIT	10/1/2019	55.00
GALGANO,MICHAEL	PRKG	PRKG1041744	DOWNTOWN PERMIT	11/1/2019	55.00
GRICE,THOMAS	PRKG	PRKG1031467	DOWNTOWN PERMIT	11/1/2018	58.32
GRICE,THOMAS	PRKG	PRKG1029729	DOWNTOWN PERMIT	12/5/2018	55.00
JOHNSON,ERIN N	PRKG	PRKG1044863	VICTORY PERMIT	1/6/2020	85.00
JOHNSON,ERIN N	PRKG	PRKG1045595	VICTORY PERMIT	2/3/2020	85.00
JOHNSON,ERIN N	PRKG	PRKG1046337	VICTORY PERMIT	3/2/2020	85.00
JOHNSON,JASON	PRKG	PRKG1026880	VICTORY GARAGE PERMIT	8/3/2018	85.00
JOHNSON,JASON	PRKG	PRKG1027930	VICTORY GARAGE PERMIT	9/5/2018	85.00
JOHNSON,KAREN	PRKG	PRKG1039582	VICTORY PERMIT	8/15/2019	85.00
LLAMA III,FRANK	PRKG	PRKG1031757	DOWNTOWN PERMIT	12/5/2018	56.66
LLAMA III,FRANK	PRKG	PRKG1033210	DOWNTOWN PERMIT	1/2/2019	55.00
LORENA'S,CANTINA	PRKG	PRKG1040817	DOWNTOWN PERMIT	10/1/2019	113.30
MACLAUGHLIN,VICTORIA	PRKG	PRKG1045691	HARTNETT PERMIT	2/3/2020	60.00
MADHUMITHA,GOKA	PRKG	PRKG1046419	VICTORY PERMIT	3/2/2020	85.00
MARTIN,MIRANDA	PRKG	PRKG1034027	VICTORY PERMIT	2/1/2019	85.00
MARTIN,MIRANDA	PRKG	PRKG1034881	VICTORY PERMIT	3/4/2019	85.00
MARTIN,MIRANDA	PRKG	PRKG1035680	VICTORY PERMIT	4/2/2019	85.00
MCCARTHY,JAMES	PRKG	PRKG1035714	VICTORY PERMIT	4/2/2019	85.00
MCKINNEY,MONICA	PRKG	PRKG1027904	HARTNETT PERMIT	9/5/2018	60.00
MILLER,LEE	PRKG	PRKG1046420	PINE PERMIT	3/2/2020	60.00

NAZARALI,MILA	PRKG	PRKG1035659	HARTNETT PERMIT	4/2/2019	62.70
OGLEBAY,MISSY	PRKG	PRKG1045574	HARTNETT PERMIT	2/3/2020	60.00
OTIS,MARK	PRKG	PRKG1046160	DOWNTOWN PERMIT	3/2/2020	55.00
PALAZZO,ELIZABETH	PRKG	PRKG1040130	DOWNTOWN PERMIT	9/3/2019	55.00
PALAZZO,ELIZABETH	PRKG	PRKG1040884	DOWNTOWN PERMIT	10/1/2019	55.00
PALAZZO,ELIZABETH	PRKG	PRKG1041751	DOWNTOWN PERMIT	11/1/2019	55.00
PALAZZO,ELIZABETH	PRKG	PRKG1043291	DOWNTOWN PERMIT	12/2/2019	55.00
PALAZZOLA,JESSICA	PRKG	PRKG1040104	VICTORY PERMIT	9/3/2019	85.00
PAOLINI,LISA	PRKG	PRKG1043336	VICTORY PERMIT	12/2/2019	85.00
PAOLINI,LISA	PRKG	PRKG1044932	VICTORY PERMIT	1/6/2020	85.00
PAOLINI,LISA	PRKG	PRKG1045660	VICTORY PERMIT	2/3/2020	85.00
PAOLINI,LISA	PRKG	PRKG1046399	VICTORY PERMIT	3/2/2020	85.00
PEREIRA,JUSTIN	PRKG	PRKG1031744	HARTNETT PERMIT	12/5/2018	60.00
PEREIRA,JUSTIN	PRKG	PRKG1033198	HARTNETT PERMIT	1/2/2019	60.00
PEREIRA,JUSTIN	PRKG	PRKG1034045	HARTNETT PERMIT	2/1/2019	60.00
PROVENCHER,EMILY	PRKG	PRKG1025931	VICTORY GARAGE PERMIT	7/9/2018	85.00
PROVENCHER,EMILY	PRKG	PRKG1026894	VICTORY GARAGE PERMIT	8/3/2018	85.00
RITCHE,JENNI	PRKG	PRKG1028905	HARTNETT PERMIT	10/2/2018	60.00
RITCHE,JENNI	PRKG	PRKG1029979	HARTNETT PERMIT	11/1/2018	60.00
RITCHE,JENNI	PRKG	PRKG1033148	HARTNETT PERMIT	12/5/2018	60.00
STRANGE,KAT	PRKG	PRKG1046120	HARTNETT PERMIT	3/2/2020	32.25
STRANGE,KAT	PRKG	PRKG1047206	HARTNETT PERMIT	5/11/2020	32.25
STRANGE,KAT	PRKG	PRKG1047894	HARTNETT PERMIT	6/8/2020	63.15
STRANGE,KAT	PRKG	PRKG1048597	HARTNETT PERMIT	7/9/2020	63.15
TROIANI,GAYLE	PRKG	PRKG1037406	HARTNETT PERMIT	6/3/2019	60.90
TSERONIS,ALEXANDRA	PRKG	PRKG1033172	VICTORY PERMIT	1/2/2019	85.00
TSERONIS,ALEXANDRA	PRKG	PRKG1035281	VICTORY PERMIT	3/29/2019	170.00
TSERONIS,ERIN	PRKG	PRKG1020707	VICTORY GARAGE PERMIT	2/1/2018	85.00
TSERONIS,ERIN	PRKG	PRKG1021664	VICTORY GARAGE PERMIT	3/1/2018	85.00
TSERONIS,ERIN	PRKG	PRKG1023738	VICTORY GARAGE PERMIT	4/2/2018	85.00
				PARKING TOTAL	4,693.70

Name (LAST, FIRST, MIDDLE)	DEPT	DEPT/INVOICE #	DESCRIPTION	DATE OF SERVICE	Current_Balance
CELLULAR FREEDOM, INC,	MPD	MPD1045315	PAWNSHOP/SECONDHAND FEE	2/3/2020	9.00
CELLULAR FREEDOM, INC,	MPD	MPD1046506	PAWNSHOP/SECONDHAND FEE	2/3/2020	15.67
CELLULAR FREEDOM, INC,	MPD	MPD1047017	PAWNSHOP/SECONDHAND FEE	2/3/2020	2.00
CELLULAR FREEDOM, INC,	MPD	MPD1053065	PAWNSHOP/SECONDHAND FEE	2/3/2020	1.00
CELLULAR FREEDOM, INC,	MPD	MPD1056891	PAWNSHOP/SECONDHAND FEE	2/3/2020	1.00
CELLULAR FREEDOM, INC,	MPD	MPD1058441	PAWNSHOP/SECONDHAND FEE	2/3/2020	1.00
FRIENDS OF ANDREW YANG,	MPD	MPD1045866	POLICE EXTRA DETAIL	2/11/2020	476.00
MCGARVEYS SALOON,	MPD	MPD1046454	POLICE EXTRA DETAIL	3/2/2020	258.00
GOODSTILL,LUKE NELSON	MPD	MPD1036233	PAWNSHOP/SECONDHAND FEE	5/2/2019	237.66
GOODSTILL,LUKE NELSON	MPD	MPD1037425	PAWNSHOP/SECONDHAND FEE	6/3/2019	339.30
GOODSTILL,LUKE NELSON	MPD	MPD1037905	PAWNSHOP/SECONDHAND FEE	6/30/2019	159.90
KNIGHTS EXCAVATION,	MPD	MPD1039451	POLICE EXTRA DETAIL	8/5/2019	855.50
				POLICE TOTAL	2,356.03
					12,064.65

Totals

Write-off History FY	Number of Accounts	Total Amount
FY13	46	$ 19,080.48
FY14	64	$ 35,080.98
FY16	13	$ 15,321.98
FY17	10	$ 11,092.86
FY18	66	$ 24,494.11
FY19	87	$ 31,832.01
FY20	35	$ 7,733.89
FY21	42	$ 9,753.36
FY22	12	$ 15,331.98
FY23	1	$ 1,200.00
FY24	89	$ 12,064.65

September 19, 2023

Honorable Mayor Joyce Craig
And Board of Aldermen
1 City Hall Plaza
Manchester, NH 03101

Dear Honorable Mayor Craig and Board of Aldermen:

I am writing on behalf of the Manchester Arts Commission to request release of funds for a mural project led by Yasamin Safarzadeh to be painted on the Waypoint Center at the corner of Hanover and Beech St. We'd like to award $6,000 from the art fund. I am attaching the project budget. Please note that the completion of the project does not hinge on receiving a Community Engagement and Activation Grant.

In 2022 Waypoint opened New Hampshire's first overnight young adult shelter for people who are 18-24 years of age. The shelter is not only a resource center for clients, but also a safe space where people can find clothing, hygienic products, showers, resources for counseling, housing, job training, state documentation, transportation, healthcare, treatment for substance abuse disorder and healthy connections with people throughout the community who just get it.

Additionally, Waypoint provides clients mentorship and life skills enrichment programs. This mural project falls under this umbrella, involving young people in the creation of the mural. Lead artists Jim Parker and Yasamin Safarzedeh will facilitate brainstorming sessions and skill workshops to develop design concepts, research themes, and harness the skills and artistry involved with large-scale mural execution. Thematic research will involve immersive explorations of how public art can radiate hope and new beginnings for not only clients and facilitators, but also to the City of Manchester. Interactive activities will allow participants to investigate and share in the rich diversity and future of a city that has experienced several rebirths from its Abnaki roots, through to various immigrant populations working in the iconic mill buildings, to the recent influx of Congolese, Afghani, and American transplants from across the nation.

MAC is excited to support a project that will both beautify the city as well as the lives of those immediately involved in its execution.

Thank you.

Sincerely,

KDaneman

Kathy Daneman, Chair

Income 2023	Total	Secured	Kimball Jenkins	NH State Counc	CEAG	MAC	Waypoint	Supply purchases	
NH State Council on the Arts	$6,000.00	6000		6000				**Reception**	
Waypoint	$1,786.00	$1,786.00					$1,786.00	PA System Rental	250
Manchester Arts Commission	$6,000.00					6000		Performer	500
Kimball Jenkins	$400.00	$400.00	$400.00					Food	600
CEAG	$5,000.00				5000			Printed Materials	300
									1650
total Income	$19,186.00	$8,186.00	$400.00	$6,000.00	$5,000.00	$6,000.00	$1,786.00		
Expenses								**Materials**	
Materials	$2,697.93				$2,697.93			Mural Paint	$935.00
Lead Artist Facilitator Cost	$3,240.00					$3,240.00		Primer	$198.00
Young Adult Wages for 80 hours of work @$15/hr x 3	$3,600.00			$3,600.00				Medium Brushes	$149.88
Lead Waypoint Cient Wage @20/hr	$1,600.00			$1,600.00		1600		Detail Brushes	$119.88
Participant Cards Value @ $180 Stipends x 5	$900.00			$800.00	100			Large Brushes	$80.88
Reception Budget	$1,650.00				$1,650.00			Palette Trays	$54.36
Print Outs & Schedule Ephemera	$237.92						237.92	Semi Transparent Spray Paint	$35.12
								Paint Sprayer	$269.00
Admin fee	$540.00						540	Varnish	$450.00
Secondary Facilitator Fee for Young Adult Leadership 8 weeks prep and execution	320				320			Empty Paint Sticks	$60.00
Extension Cords	$45.00						45	Large Sketch Paper	$33.43
Ladders	$758.00							Pencils	$5.66
Scaffolding Rental	$1,000.00							Pastels	$23.70
Publication of Experience for learning and Press Release for Mural Unveiling	$200.00				200			Painters Tape	$22.70
Pressure Washer Rental	$196.00		$196		32.07		125.93	12" Ruler	$11.04
1/2 Mask Respirator	$27.16						27.16	36" Ruler	$14.48
Goggles	13.99						13.99	Triangle	$16.02
Yasamin Safarzadeh Program Curator, PR, Trauma informed expression, Professional Develop	2160		204			1160	796	Graph Paper	$48.24
								Chalk Line Dispenser	$40.00
Total Expenses	$19,186.00		$400.00	$6,000.00	5000	6000	1786	Chalk Line Refill (Red)	$3.98
Total Net Income	$0.00	$8,186.00	$0.00	$0.00	$0.00	$0.00	$0.00	Drop Cloths	$77.90
								Masking Paper/Plastic	$12.99
								5 in 1 Paint Tool	$30.68
								String	$4.99
									$2,697.93
								Lead Artist Facilitator Cost	
								Workshop	$300.00
								Design and Layout	$300.00
								Surface Cleaning	$90.00
								Work Area Set up	$60.00
								Surface Priming and Prep	$90.00
								Mural Painting	$2,400.00
									3240

From:	Kathy Daneman
To:	McCarthy,Lisa
Subject:	[External Email] Re: Waypoint Mural
Date:	Wednesday, October 11, 2023 2:02:45 PM
Attachments:	image001.png 2023 Mancheste Youth Center.xlsx - Google Sheets.pdf

Here is the mock-up. It says Lift Every Voice. Budget attached.

Kathy Daneman Public Relations
kathy@kathydaneman.com
Mobile. 917.232.6078
www.kathydaneman.com

September 20, 2023

Honorable Mayor Joyce Craig
And Board of Aldermen
1 City Hall Plaza
Manchester, NH 03101

Dear Honorable Mayor Craig and Board of Aldermen:

I am writing on behalf of the Manchester Arts Commission to release art funds to reimburse myself for the purchase of six two-panel standing tower frames and the required hooks ($759.68) to display art in our Pop-Up Gallery during the Citywide Arts Festival. The remaining funds for the event came from our Community Event and Activation Grant. The grant cannot be used for permanent supplies, so this would be MAC's in-kind contribution to the activity. Additionally, we plan to use these towers for future events. They're being stored by another commissioner in their storage space.

On September 15, MAC opened a Pop-Up Gallery in the Spotlight Room of the Palace Theatre. We displayed 38 works by 22 local artists, ultimately selling two on behalf of the artists (30 percent of proceeds, totaling $105 will go the Art Fund) and saw 200 visitors over two days. The Pop-up was originally scheduled to run September 15 at 5 p.m. until September 17 at 4 p.m., but we had to close the close on September 16 because of a weather advisory. In addition to exhibiting the works of local visual artists, we hired local musicians to perform at our opening (Ratland) and closing (The Real Deal—a local youth jazz quintet) events.

Please find my receipts and invoice attached.

Thank you.

Sincerely,

KDaneman

Kathy Daneman, Chair

INVOICE

KATHY DANEMAN
www.kathydanemanpr.com

252 Willow St. #417
Manchester, NH 03103
Phone : 917.232.6078
Kathy.@kathydaneman.com
EIN: 47-2225849

INVOICE #DANEMAN0911
SEPTEMBER 11, 2023

TO:
Kim Leblanc
Via email kleblanc@manchesternh.gov

FOR:
Manchester Arts Commission expenses reimbursement
PO#: Daneman_MAC

DESCRIPTION	HOURS	RATE	AMOUNT
Floor standing panel tower to display art at pop-up galleries	n/a		701.70
Notch hooks	n/a		57.98
		TOTAL	759.68

Make all checks payable to KATHY DANEMAN
Total due in 15 days. Overdue accounts subject to a service charge of 1% per month.
I do accept payment by Credit Card, PayPal, Venmo and bank transfer (Zelle), but client incurs all transfer fees.
Venmo: Kathy-daneman
Zelle: Daneman.kathy@gmail.com or kathy@kathydaneman.com

THANK YOU FOR YOUR BUSINESS!

amazon.com

Final Details for Order #112-3087369-1773028

Print this page for your records.

Order Placed: September 1, 2023
Amazon.com order number: 112-3087369-1773028
Order Total: $57.98

Shipped on September 1, 2023

Items Ordered	**Price**
2 of: *25 Pcs Black Notch Hook for Wire Grid Wall Picture Hook Metal Display Hook Hanger Utility Notch Grid Wall Hangers Grid Wall Accessories for Photo Frame Painting Arts Center Grid Panel* Sold by: Feirrothen (seller profile) | Product question? Ask Seller Supplied by: Feirrothen (seller profile) Condition: New	$28.99

Shipping Address:
Randall Nielsen
82 BOBCAT WAY
MANCHESTER, NH 03109-5143
United States

Shipping Speed:
FREE Prime Delivery

Payment information

Payment Method:
Amazon.com Visa Signature ending in 5903

Billing address
Kathy Daneman
252 WILLOW ST # 417
MANCHESTER, NH 03103-6245
United States

Item(s) Subtotal:	$57.98
Shipping & Handling:	$0.00

Total before tax:	$57.98
Estimated tax to be collected:	$0.00

Grand Total:	**$57.98**

Credit Card transactions Visa ending in 5903: September 1, 2023: $57.98

To view the status of your order, return to Order Summary.

amazon.com

Final Details for Order #112-7457940-5059431

Print this page for your records.

Order Placed: August 28, 2023
Amazon.com order number: 112-7457940-5059431
Order Total: $701.70

Shipped on August 28, 2023

Items Ordered	**Price**
6 of: *2' x 6' Gridwall Panel Tower with T-Base Floorstanding Display Kit, 2-Pack Black* Sold by: Garment Rack Store (seller profile) Supplied by: Other Condition: New	$116.95

Shipping Address:
Randall Nielsen
82 BOBCAT WAY
MANCHESTER, NH 03109-5143
United States

Shipping Speed:
Standard Shipping

Payment information

Payment Method:
Amazon.com Visa Signature ending in 5903

Billing address
Kathy Daneman
252 WILLOW ST # 417
MANCHESTER, NH 03103-6245
United States

Item(s) Subtotal:	$701.70
Shipping & Handling:	$0.00

Total before tax:	$701.70
Estimated tax to be collected:	$0.00

Grand Total:	**$701.70**

Credit Card transactions Visa ending in 5903: August 28, 2023: $701.70

To view the status of your order, return to Order Summary.