



COMMITTEE ON ACCOUNTS, ENROLLMENT AND REVENUE ADMINISTRATION

October 15, 2024 at 4:45 PM
Aldermanic Chambers, City Hall (3rd Floor)

Members: Aldermen Terrio, E. Sapienza, Vincent, O'Neil, T. Sapienza

AGENDA

The Chairman calls the meeting to order.

The Clerk calls the roll.

1. Update on the City's Revolving Loan Fund.
Gentlemen, what is your pleasure?
2. Communication from Kim LeBlanc, Financial Analyst II, submitting Finance Department reports as follows:
 - Accounts Receivable over 90 days
 - Aging Report
 - Outstanding Receivables**Gentlemen, what is your pleasure?**
3. Communication from Sharon Wickens, Finance Officer, regarding the City's Monthly Financial Report (unaudited) for the first three months of FY25.
Gentlemen, what is your pleasure?
4. Chairman Terrio advises that ordinances are to be considered for consistency with the rules of the Board and requests the Clerk to make a presentation.

"Amending Section 70.57(B) Parking Lot Rates of the Code of Ordinances of the City of Manchester by amending subsection 4(c) Myrna Lot."

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

5. Communication from Lauren Boisvert, Chair of the Manchester Arts Commission, requesting the release of funds in the amount of \$212.97 as reimbursement for a live musician and refreshments provided at the Manchester City Arts Festival in September.

Ladies and Gentlemen, what is your pleasure?

6. Communication from the Manchester Arts Commission requesting the release of funds in the amount of \$4,250, which were recently granted to them by the National Arts Program.

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 7, 2024

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.

REVOLVING & RECOVERY LOANS
10/7/2024

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	\$78,054.61	\$0.00	
2	Cedar & Oak	9/25/2008	1/1/2018	\$41,000.00	\$21,797.39	\$0.00	
3	Lazy Nicks	10/30/2009	10/30/2030	\$40,000.00	\$15,700.47	\$0.00	
4	Delisle Market	1/28/2010	10/15/2020	\$43,500.00	\$23,211.42	\$0.00	
5	Delisle Market - Energy Loan	1/28/2010	8/15/2020	\$20,000.00	\$12,295.35	\$0.00	
				\$354,500.00	\$151,059.24	\$0.00	

SUMMARY NOTES: Loans 1 & 2 - Status current and in good standing.
Loan 3 - Over 60 days past due.
Loans 4 & 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	5/12/2025	\$250,000.00	\$17,048.76	\$63.93	
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	\$1,703,670.80	\$63.93	

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	Sawaya Enterprises, Inc	7/23/2020	10/1/2025	\$25,000.00	\$5,202.00	\$8.67	
9	Blackwood Law, PLLC	12/8/2022	11/1/2027	\$25,000.00	\$16,942.71	\$28.24	
10	My CNA Now, LLC	12/8/2022	11/1/2027	\$25,000.00	\$16,942.71	\$28.24	
11	HS 1, LLC	3/26/2021	3/1/2026	\$25,000.00	\$13,015.82	\$21.69	
12	3 Kitchen Bar & Grill LLC	5/17/2021	5/1/2026	\$15,000.00	\$8,540.54	\$15.87	\$1,000 payment received 10/1, applied to June invoice
				\$115,000.00	\$60,643.78	\$102.71	

SUMMARY NOTES: Loans 8 thru 10 - Status current and in good standing.
Loans 11 & 12 - Over 60 days past due.



Sharon Y. Wickens
Finance Officer

Michele A. Bogardus
Deputy Finance Officer

CITY OF MANCHESTER
Finance Department

October 3, 2024

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 \$2,083,109 out of \$3,627,388 billed. August's outstanding receivables totaled \$2,590,070 out of \$4,886,999 billed.

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

Respectfully submitted,

Kim LeBlanc
Financial Analyst II

Enc.

City of Manchester NH - Receivables
Over 90 Days as of 10/3/2024

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	\$ 495.00	\$ 465.00	\$ 30.00
25		ADONIS TAXI SERVICE	\$ 75.00	\$ -	\$ 75.00
25		AIR GENERAL INC.	\$ 110.00	\$ -	\$ 110.00
25		ALL AMERICAN LIMOUSINE, INC.	\$ 75.00	\$ -	\$ 75.00
25		ALLIED UNIVERSAL TECHNICAL SERVICES	\$ 589.00	\$ -	\$ 589.00
25		AMBIUS, INC.	\$ 439.00	\$ -	\$ 439.00
25		AMERICAN AIRLINES, INC.	\$ 89,273.57	\$ 70,062.65	\$ 19,210.92
25		AMERIFLIGHT, LLC	\$ 37,128.64	\$ 23,397.26	\$ 13,731.38
25		AMMON, KEITH	\$ 515.00	\$ -	\$ 515.00
25		AT&T - NEW CINGULAR WIRELESS PCS, LLC	\$ 0.10	\$ 0.02	\$ 0.08
25		ATLAS AIR, INC.	\$ 30,805.75	\$ 30,730.75	\$ 75.00
25		AUGUSTE, PAUL R.	\$ 145.00	\$ -	\$ 145.00
25		AVELO AIRLINES, INC.	\$ 120,942.15	\$ 94,056.27	\$ 26,885.88
25		AVIATION ASSOCIATES	\$ 2,363.28	\$ 961.80	\$ 1,401.48
25		BAE SYSTEMS	\$ 1,060.00	\$ -	\$ 1,060.00
25		BEST WESTERN EXECUTIVE COURT INN	\$ 75.00	\$ -	\$ 75.00
25		BREEZE AVIATION GROUP, INC.	\$ 27,387.36	\$ 22,158.24	\$ 5,229.12
25		BROCK, PAUL (B SQUARED INC.)	\$ 495.00	\$ -	\$ 495.00
25		CARTIER GROUP LLC	\$ 65.00	\$ -	\$ 65.00
25		CLEAR CHANNEL AIRPORTS	\$ 8,510.41	\$ -	\$ 8,510.41
25		COMCAST BUSINESS	\$ 3,909.15	\$ -	\$ 3,909.15
25		CONSOLIDATED COMMUNICATIONS	\$ 450.00	\$ -	\$ 450.00
25		COTTON, JOHN	\$ 465.00	\$ 400.00	\$ 65.00
25		DEKA	\$ 215.00	\$ 75.00	\$ 140.00
25		DHART	\$ 5,909.00	\$ 160.00	\$ 5,749.00
25		DOT-FAA/TSA-AMZ-110	\$ 41,910.00	\$ -	\$ 41,910.00
25		DUNKIN DONUTS	\$ 1,250.14	\$ -	\$ 1,250.14
25		EGOLF, STEPHEN	\$ 845.00	\$ 400.00	\$ 445.00
25		ENGIE SERVICES	\$ 1,554.00	\$ 75.00	\$ 1,479.00
25		ENTERPRISE RENT-A-CAR	\$ 62,153.20	\$ 31,877.67	\$ 30,275.53
25		EPPING FIRE DEPARTMENT	\$ 13,913.15	\$ -	\$ 13,913.15
25		ERIC MITCHELL & ASSOCIATES	\$ 25.00	\$ -	\$ 25.00
25		EVERGREEN HARVARD GROUP	\$ 85.00	\$ -	\$ 85.00
25		FACILITY SOLUTIONS INC.	\$ 538.00	\$ 300.00	\$ 238.00
25		FEDERAL EXPRESS CORPORATION	\$ 1,045.00	\$ 570.00	\$ 475.00
25		FEDERAL GRANTS	\$ 712,434.69	\$ -	\$ 712,434.69
25		FLIGHT ONE OWNERS ASSOCIATION	\$ 174.90	\$ -	\$ 174.90
25		GRAND CANYON AIRLINES, INC.	\$ 15,601.30	\$ -	\$ 15,601.30
25		GRANITE STATE AMBASSADORS	\$ 75.00	\$ -	\$ 75.00
25		GRIFFITH, JOHN	\$ 495.00	\$ -	\$ 495.00
25		GROUP 1 REALTY NE, LLC	\$ 30,030.08	\$ -	\$ 30,030.08
25		HANGAR 5	\$ 3,194.08	\$ 798.52	\$ 2,395.56
25		HANGAR 5 ASSOCIATION	\$ 160.00	\$ 85.00	\$ 75.00
25		HELBLING, ROBERT	\$ 400.00	\$ -	\$ 400.00
25		HERTZ CAR RENTAL	\$ 75.00	\$ -	\$ 75.00
25		HOST INTERNATIONAL, INC.	\$ 5,939.22	\$ 495.00	\$ 5,444.22
25		INTERSTATE ELECTRICAL SERVICES	\$ 65.00	\$ -	\$ 65.00
25		JACOBS ENGINEERING GROUP INC	\$ 240.00	\$ -	\$ 240.00
25		JCM BUSINESS SOLUTIONS, LLC	\$ 570.00	\$ 300.00	\$ 270.00
25		JEM FLIGHT, LLC	\$ 478.67	\$ -	\$ 478.67
25		JITTA, BERNICE (BJ) (SAFLITE PILOT TRAINING INC.)	\$ 405.00	\$ -	\$ 405.00
25		JODICE, TIMOTHY	\$ 1,667.12	\$ 534.04	\$ 1,133.08
25		JP PEST SERVICES	\$ 125.00	\$ -	\$ 125.00
25		KEENAN TECHNICAL INDUSTRIES, INC.	\$ 4,865.08	\$ 4,800.08	\$ 65.00
25		LEGACY AIRWAYS, LLC	\$ 55,926.88	\$ -	\$ 55,926.88
25		LEIDOS, SECURITY DETECTION & AUTOMATION, INC.	\$ 164.00	\$ -	\$ 164.00
25		LONDONDERRY FLYING CLUB.	\$ 653.00	\$ -	\$ 653.00
25		MAINE LIMOUSINE SERVICE	\$ 75.00	\$ -	\$ 75.00
25		MANCOAIR II, LLC	\$ 5,998.19	\$ 1,275.00	\$ 4,723.19
25		MHT HEX HANGARS - BRYAN HALTER	\$ 64.00	\$ -	\$ 64.00
25		MHT HEX HANGARS - EVERETT WOOD	\$ 275.00	\$ -	\$ 275.00
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	\$ 2,759.65	\$ -	\$ 2,759.65
25		NATIONAL FLIGHT SIMULATOR	\$ 130,258.60	\$ -	\$ 130,258.60
25		PIEDMONT AIRLINES, INC. (AMERICAN AIRLINES SUBSIDIARY)	\$ 52,912.96	\$ 25,643.83	\$ 27,269.13
25		PIKE INDUSTRIES	\$ 2,358.00	\$ -	\$ 2,358.00
25		PRO STAR PROPERTIES II, LLC	\$ 280.00	\$ -	\$ 280.00
25		PSA AIRLINE (AMERICAN AIRLINES SUBSIDIARY)	\$ 179,121.70	\$ 119,962.94	\$ 59,158.76
25		QUANTEM AVIATION	\$ 175.00	\$ -	\$ 175.00
25		SCHONEBERGER, ERIC	\$ 800.00	\$ -	\$ 800.00
25		SDNE, LLC	\$ 129.00	\$ -	\$ 129.00
25		SEACOAST BUSINESS MACHINES	\$ 140.00	\$ -	\$ 140.00
25		SIGNATURE FLIGHT SUPPORT CORPORATION	\$ 103,139.18	\$ 47,989.78	\$ 55,149.40
25		SIT BACK & RELAX, LLC	\$ 100.17	\$ -	\$ 100.17
25		SOUTHWEST AIRLINES, INC.	\$ 420.00	\$ 355.00	\$ 65.00
25		SPIRIT AIRLINES, INC.	\$ 57,304.16	\$ 47,521.63	\$ 9,782.53
25		TJB TRANSPORTATION	\$ 75.00	\$ -	\$ 75.00
25		T-MOBILE NORTHEAST, LLC	\$ 225.16	\$ 150.02	\$ 75.14
25		TREGO-DUGAN AVIATION OF GRAND ISLAND, INC.	\$ 1,900.00	\$ 525.00	\$ 1,375.00
25		TSA UTILITY REIMB. OTA 70T01021T7668N057 (TSA-OTA 2021)	\$ 18,667.58	\$ 8,973.94	\$ 9,693.64
25		UNIFI	\$ 1,480.00	\$ -	\$ 1,480.00
25		UNITED AIRLINES, INC.	\$ 12,069.58	\$ 11,859.65	\$ 209.93
25		VERIZON WIRELESS	\$ 5,448.21	\$ 5,308.20	\$ 140.01
25		WEISZMANN, ERIK	\$ 45.00	\$ -	\$ 45.00
25		WIGGINS AIRWAYS	\$ 205.00	\$ -	\$ 205.00
25		YORK TRANSPORTATION COMPANY LLC	\$ 75.00	\$ -	\$ 75.00
25 - AIRPORT TOTALS			\$ 1,865,855.04	\$ 552,267.29	\$ 1,313,587.75
27	3119	GARSDIE SEWER SERVICE	\$ 23,753.52	\$ 12,270.14	\$ 11,483.38

City of Manchester NH - Receivables
Over 90 Days as of 10/3/2024

TYPE	CUST ID	NAME	TOTAL	CURRENT - 90 DAYS DUE	OVER 90 DAYS DUE
50	34869	ALBERDING, MATTHEW	\$ 109.46	\$ -	\$ 109.46
50	34125	BACELAR, CHRISTINA	\$ 5.08	\$ -	\$ 5.08
50	35076	BAIRD, MATTHEW	\$ 12.97	\$ 0.72	\$ 12.25
50	34126	BEAUDET, RICHARD	\$ 50.69	\$ -	\$ 50.69
50	12076	BENITEZ, EDISON R	\$ 64.59	\$ 4.45	\$ 60.14
50	34892	BENNIE, DAVID	\$ 75.71	\$ 5.15	\$ 70.56
50	34284	BERNEY, JOSHUA	\$ 109.18	\$ -	\$ 109.18
50	33347	BERUBE, GEORGE	\$ 530.70	\$ -	\$ 530.70
50	32530	BLACK WATER FIRE PROTECTION	\$ 126.25	\$ -	\$ 126.25
50	35077	BLANCHETTE, MARK	\$ 42.40	\$ 2.40	\$ 40.00
50	33969	BONDON, BENJAMIN	\$ 61.23	\$ -	\$ 61.23
50	34569	BOSCO, ANDREW	\$ 43.38	\$ -	\$ 43.38
50	34984	BOWEN, KEVIN	\$ 16.95	\$ 1.20	\$ 15.75
50	33428	BOWES, DOUGLAS	\$ 7.44	\$ -	\$ 7.44
50	31505	BRADY SULLIVAN PROPERTIES	\$ 16.90	\$ -	\$ 16.90
50	34681	BRIDGES, JASON	\$ 111.89	\$ -	\$ 111.89
50	35074	CAMERON, PAUL	\$ 113.44	\$ 6.44	\$ 107.00
50	34821	CARIGNAN, ANTHONY	\$ 73.95	\$ -	\$ 73.95
50	35041	CASTRILLON HINCAPIE, DIEGO	\$ 56.45	\$ 3.95	\$ 52.50
50	34285	CASWELL, HEATHER	\$ 88.04	\$ -	\$ 88.04
50	33589	CATALDO, LEWIS	\$ 22.84	\$ -	\$ 22.84
50	33278	CERATO, JOSEPH	\$ 82.70	\$ -	\$ 82.70
50	34380	COFFEY, JOSEPH	\$ 33.46	\$ -	\$ 33.46
50	34308	CONLEY, JUSTIN	\$ 144.78	\$ -	\$ 144.78
50	34683	CORMIER, GARY	\$ 158.30	\$ 11.00	\$ 147.30
50	34000	CORREA, XAVIER MORALES	\$ 133.31	\$ -	\$ 133.31
50	33375	COSTA, LISA	\$ 20.12	\$ -	\$ 20.12
50	34605	COX, KEVIN	\$ 221.76	\$ -	\$ 221.76
50	34127	CRAIG, LAURIE	\$ 47.96	\$ -	\$ 47.96
50	34985	CUNNINGHAM, CRAIG	\$ 41.10	\$ 2.85	\$ 38.25
50	34244	CURRIVAN, CASEY	\$ 58.62	\$ -	\$ 58.62
50	34822	CURTIS, RALPH	\$ 44.52	\$ -	\$ 44.52
50	34128	D & D DRYWALL	\$ 574.10	\$ -	\$ 574.10
50	33726	DEAN, JORDAN	\$ 68.61	\$ -	\$ 68.61
50	33430	DELGRECO, JESSE	\$ 337.19	\$ -	\$ 337.19
50	34789	DELISLE, MICHAEL	\$ 296.95	\$ -	\$ 296.95
50	33023	DELISLE, VIVIAN	\$ 55.00	\$ -	\$ 55.00
50	34724	DENMARK, MATTHEW	\$ 32.45	\$ -	\$ 32.45
50	33807	DINSMOOR, BRANDI	\$ 51.51	\$ -	\$ 51.51
50	34685	DOBROVIC, ALEKSANDAR	\$ 30.94	\$ -	\$ 30.94
50	35053	DOBSON, JONATHAN	\$ 32.00	\$ 2.25	\$ 29.75
50	34912	DODGE, KAREN	\$ 60.81	\$ 4.15	\$ 56.66
50	34571	DOHERTY, SHAWN	\$ 45.65	\$ -	\$ 45.65
50	34725	ECONOMIDES, CHRISTIAN	\$ 36.25	\$ -	\$ 36.25
50	34791	ELVIR, SPAHIC	\$ 67.75	\$ -	\$ 67.75
50	33970	ESTRADA, HERIBERTO GARCIA	\$ 86.52	\$ -	\$ 86.52
50	32524	EVERGREEN MANAGEMENT GROUP	\$ 12.34	\$ -	\$ 12.34
50	3127	EVERSOURCE	\$ 1,372.77	\$ 1,315.77	\$ 57.00
50	33348	FABRIZIO, ANTHONY	\$ 68.40	\$ -	\$ 68.40
50	33750	FALCONERY, CRUZ	\$ 69.33	\$ -	\$ 69.33
50	35054	FELIX, JOEL	\$ 79.30	\$ 5.55	\$ 73.75
50	33216	FELT, WILLIAM	\$ 69.33	\$ -	\$ 69.33
50	33740	FODEN, JOSEPH	\$ 55.13	\$ -	\$ 55.13
50	34204	FORBES, TREY	\$ 6.12	\$ -	\$ 6.12
50	33021	FOURNIER, NOAH	\$ 136.78	\$ -	\$ 136.78
50	34792	FREEMAN, MORGAN	\$ 112.35	\$ -	\$ 112.35
50	33477	FREITAS, ANTONIO	\$ 5.24	\$ -	\$ 5.24
50	34915	GAGNON, JON-LUC	\$ 100.84	\$ 6.85	\$ 93.99
50	34406	GARAMELLA, BENJAMIN	\$ 38.71	\$ -	\$ 38.71
50	34407	GARCIA, JAMIE	\$ 76.89	\$ 4.60	\$ 72.29
50	33201	GARCIA, SERGIO	\$ 25.61	\$ -	\$ 25.61
50	33594	GAUTHIER, DIANA	\$ 65.72	\$ -	\$ 65.72
50	35055	GELINAS, JEFFREY	\$ 11.30	\$ 0.80	\$ 10.50
50	33416	GEORGE, ELIZABETH	\$ 55.00	\$ -	\$ 55.00
50	35075	GEROW, JAHMAR GATHRIGHT	\$ 129.86	\$ 7.36	\$ 122.50
50	33376	GOLDEN, CHRISTOPHER	\$ 80.48	\$ -	\$ 80.48
50	34794	GONTIJO, DAVID	\$ 199.00	\$ 13.00	\$ 186.00
50	33283	GRAMOLINI, JEANELLE	\$ 42.65	\$ -	\$ 42.65
50	34987	HANEY, VINCENT	\$ 93.80	\$ 6.55	\$ 87.25
50	34615	HARRISON, ROBERT	\$ 189.75	\$ -	\$ 189.75
50	34806	HASKELL, KYLE	\$ 69.35	\$ -	\$ 69.35
50	34795	HAYDEN, ALYSON	\$ 26.05	\$ -	\$ 26.05
50	34174	HAYES, LAURA	\$ 57.65	\$ -	\$ 57.65
50	33480	HERNANDEZ, JOSE SANTIAGO	\$ 12.25	\$ -	\$ 12.25
50	33882	HILBERT, BION	\$ 59.95	\$ -	\$ 59.95
50	33145	HOOKE, KEN	\$ 113.15	\$ -	\$ 113.15
50	34311	HOULE, MATTHEW	\$ 24.16	\$ -	\$ 24.16
50	33494	HOWARD, KEVIN	\$ 15.25	\$ -	\$ 15.25
50	33110	INO, ALEX	\$ 5.32	\$ -	\$ 5.32
50	34573	JOHNS, MIRANDA	\$ 136.79	\$ -	\$ 136.79
50	34408	JOHNSON, BRIAN	\$ 49.58	\$ 3.40	\$ 46.18
50	33200	JOHNSON, CORDERO	\$ 70.81	\$ -	\$ 70.81
50	34624	JONES, MICHAEL	\$ 11.45	\$ -	\$ 11.45
50	34287	JUMA, HAMISI	\$ 150.27	\$ 8.52	\$ 141.75
50	33482	KASEY, LAWRENCE	\$ 76.80	\$ -	\$ 76.80
50	34824	KIMBALL, CHAD	\$ 38.95	\$ -	\$ 38.95
50	33591	KIMBALL, DANA	\$ 1.29	\$ -	\$ 1.29
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	34796	LANDRY, HYACINTH	\$ 65.60	\$ -	\$ 65.60
50	34437	LANDRY, PAUL	\$ 5.88	\$ -	\$ 5.88

City of Manchester NH - Receivables
Over 90 Days as of 10/3/2024

TYPE	CUST ID	NAME	TOTAL	CURRENT - 90 DAYS DUE	OVER 90 DAYS DUE
52	33388	CONNOR, MATTHEW	\$ 335.64	\$ 18.05	\$ 317.59
52	34009	CONTRERAS, FREDDY	\$ 1,190.00	\$ -	\$ 1,190.00
52	34320	COTTON, LEILANI	\$ 483.00	\$ 31.50	\$ 451.50
52	33930	CREATIVE FRAMING	\$ 425.00	\$ -	\$ 425.00
52	34632	CRUZ, EIDON	\$ 105.47	\$ 89.44	\$ 16.03
52	31099	CURTIS, RICKY	\$ 177.70	\$ 10.90	\$ 166.80
52	34293	DAIGLE CLARK, HEATHER	\$ 425.00	\$ -	\$ 425.00
52	34292	DE LEON, INES	\$ 129.09	\$ 8.30	\$ 120.79
52	32650	DIALLO, MAMADOU	\$ 274.20	\$ 17.92	\$ 256.28
52	33713	DIFUSCO, NIKELLE	\$ 268.80	\$ 18.00	\$ 250.80
52	33303	DION, MICHELLE	\$ 340.00	\$ -	\$ 340.00
52	34867	DUGUAY, JOHNNATHAN	\$ 322.50	\$ 79.80	\$ 242.70
52	32201	DULCES BAKERY, LLC.	\$ 150.67	\$ 8.30	\$ 142.37
52	33509	FALSTEIN, MACK	\$ 255.00	\$ -	\$ 255.00
52	32969	FARGO, MICHAEL	\$ 225.81	\$ -	\$ 225.81
52	34597	FISCHER LLC	\$ 115.81	\$ 60.81	\$ 55.00
52	33732	GAGNON, MARK	\$ 1,530.00	\$ -	\$ 1,530.00
52	32561	GAINOR, EDWARD	\$ 510.00	\$ -	\$ 510.00
52	33462	GHANAYEM, ABDUL	\$ 255.00	\$ -	\$ 255.00
52	28497	GLOBAL PLASTICS	\$ 1,740.75	\$ 1,674.75	\$ 66.00
52	33771	GONZALES, ELIJAH	\$ 255.00	\$ -	\$ 255.00
52	8796	GRANITE GROUP BENEFITS	\$ 888.10	\$ 880.00	\$ 8.10
52	34163	GRASSO, MONICA	\$ 571.97	\$ 33.20	\$ 538.77
52	33734	GUGUAI, PEYOUR	\$ 850.00	\$ -	\$ 850.00
52	33234	HARRINGTON, IRENE	\$ 85.00	\$ -	\$ 85.00
52	33466	HAYDEN, LYNN	\$ 865.20	\$ 49.50	\$ 815.70
52	34299	HOUGH, MATTHEW	\$ 463.17	\$ 237.38	\$ 225.79
52	34384	KLINE, FRED	\$ 58.32	\$ 57.49	\$ 0.83
52	33240	LAFFERTY, TANYA	\$ 942.30	\$ 54.00	\$ 888.30
52	33443	LEGAULT, NICKOLIS	\$ 340.00	\$ -	\$ 340.00
52	34133	LOGAN, SHANITA	\$ 327.90	\$ 16.60	\$ 311.30
52	33177	MALONE, ANDREW	\$ 977.50	\$ -	\$ 977.50
52	25544	MARITIME PROGRAM GROUP	\$ 1,445.00	\$ 1,275.00	\$ 170.00
52	25548	MCLANE MIDDLETON PROF ASSOC	\$ 2,392.80	\$ 2,210.00	\$ 182.80
52	33813	MONTY, THOMAS	\$ 255.00	\$ -	\$ 255.00
52	34774	MURPHY, BRIAN	\$ 612.92	\$ 522.80	\$ 90.12
52	33305	MWANGI, VICTOR	\$ 175.00	\$ -	\$ 175.00
52	33968	NESBETH, KATHRYN	\$ 512.82	\$ 29.05	\$ 483.77
52	34335	OLSON, JENNIFER	\$ 824.40	\$ 54.00	\$ 770.40
52	34240	ORTIZ, NICHOLAS	\$ 255.00	\$ 85.00	\$ 170.00
52	33588	OSMAN, MAZIN	\$ 482.91	\$ 31.50	\$ 451.41
52	33716	QUELLET, NOAH	\$ 427.10	\$ 24.00	\$ 403.10
52	33900	PEREZ, MILITZA	\$ 170.00	\$ -	\$ 170.00
52	33842	POISSON, KENNETH	\$ 153.99	\$ 8.30	\$ 145.69
52	34955	PRIETO, FERNANDO	\$ 56.66	\$ 1.66	\$ 55.00
52	33782	RAKOWSKI, RACHEL	\$ 76.58	\$ 4.15	\$ 72.43
52	34106	RIVERA, EDISON TARDI	\$ 622.20	\$ 36.00	\$ 586.20
52	34837	RIVERA, TANIA	\$ 368.05	\$ 25.50	\$ 342.55
52	33989	ROBY-DAIGLE, MERCEDES	\$ 313.80	\$ 18.00	\$ 295.80
52	34641	RODRIGUEZ, GAMALIER	\$ 856.85	\$ 57.40	\$ 799.45
52	33170	ROMARY, THOMAS	\$ 1,020.00	\$ -	\$ 1,020.00
52	34886	ROYCE, ANN	\$ 234.94	\$ 69.11	\$ 165.83
52	34164	RUSSAMANS, ROBERT	\$ 425.00	\$ -	\$ 425.00
52	34205	SANFORD-WILSON, BROOKE	\$ 69.94	\$ 4.15	\$ 65.79
52	33097	SAVARY, AMBER	\$ 1,190.00	\$ -	\$ 1,190.00
52	34361	SCHROEDER, CHRISTOPHER	\$ 190.48	\$ 12.80	\$ 177.68
52	34008	SCHWAB, MATTHEW	\$ 560.10	\$ 36.00	\$ 524.10
52	32901	SEBA, APELETE CURTIS J	\$ 446.30	\$ 425.00	\$ 21.30
52	30959	SOUCY, JOEL	\$ 425.00	\$ -	\$ 425.00
52	33259	STACKPOLE, ANTHONY	\$ 210.60	\$ 10.25	\$ 200.35
52	25586	STEBBINS LAW OFFICE	\$ 170.00	\$ -	\$ 170.00
52	33907	STREHLOW, WILLIAM	\$ 935.00	\$ -	\$ 935.00
52	34784	SWIST, DYLAN	\$ 190.80	\$ 70.80	\$ 120.00
52	34737	TALLINI, KARLA	\$ 267.90	\$ 18.00	\$ 249.90
52	34716	TEAM KENNEDY	\$ 405.75	\$ 27.00	\$ 378.75
52	33745	TOWER, THOMAS	\$ 255.00	\$ -	\$ 255.00
52	4312	UNH-MANCHESTER	\$ 1,020.00	\$ -	\$ 1,020.00
52	22219	USA CHICKEN	\$ 255.00	\$ 85.00	\$ 170.00
52	34103	VINSON, PATRICK	\$ 231.30	\$ 13.50	\$ 217.80
52	8154	WEDU DESIGN	\$ 1,532.52	\$ 1,103.85	\$ 428.67
52	25603	WHALEN, LAURA	\$ 85.00	\$ -	\$ 85.00
52	33567	WHEELER, SAMANTHA	\$ 137.80	\$ 7.50	\$ 130.30
52	34551	WILLIS, JOHN	\$ 684.60	\$ 44.80	\$ 639.80
52	34746	WYATT, TISHARA	\$ 397.76	\$ 366.36	\$ 31.40
52	3278	YWCA	\$ 7,212.37	\$ 5,357.37	\$ 1,855.00
52 - PARKING TOTALS			\$ 68,411.98	\$ 20,256.26	\$ 48,155.72
GRAND TOTALS			\$ 3,627,387.81	\$ 1,544,278.57	\$ 2,083,109.24

Submission for Solicitors Review
Account in Collections



Sharon Y. Wickens
Finance Officer

Michele A. Bogardus
Deputy Finance Officer

CITY OF MANCHESTER

Finance Department

October 7, 2024

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 2025.

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 and the Department of Public Works. The overall unobligated percentage after three months is 68.97% for 2025 compared to 73.10% a year ago. Health insurance costs for 2025 is tracking over budget through September. A comparison of retirement payouts through September for FY 2025 and 2024 is as follows.

	2025	2024
Payments	\$ 554,614	\$ 664,695
Retirements		
Police	120,282	122,163
Fire	149,117	271,542
DPW	50,109	121,201
All Other	235,106	129,789
Total	<u>554,614</u>	<u>644,695</u>

The following amounts have been transferred from the FY 2025 Contingency Account as of 9/30/2024:

Original Budget	7/1/2024	200,000.00
West Nile Virus Treatment BMA Approved 9/3/24	9/3/2024	<u>(25,000.00)</u>
Revised Balance - posted		<u>175,000.00</u>

Revenues:

Revenues for the first three months of fiscal year 2025 are \$233 thousand higher than a year ago. Auto registrations are \$521 thousand higher and Permits are \$128 thousand higher than the same period a year ago. School Chargebacks are \$118 thousand higher than a year ago, primarily due to timely billing in the Facilities division of DPW and the Police Department. Offsetting the increases is a decrease in Interest Income of \$490 thousand.

Sincerely,

Sharon Y. Wickens.
Finance Officer

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

**CITY OF MANCHESTER
NEW HAMPSHIRE**



FINANCIAL REPORTS

**FOR THE THREE MONTHS ENDED
SEPTEMBER 30, 2024**

UNAUDITED

CITY OF MANCHESTER, NEW HAMPSHIRE
PRELIMINARY FINANCIAL STATEMENTS
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FOR THE THREE MONTHS ENDED SEPTEMBER 30, 2024
(UNAUDITED)

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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, 2024

10/04/2

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1. 1

(UNAUDITED)

Budget Basis

QT1BUDNBN1

	FY 2025 MODIFIED BUDGET	FY 2025 OBLIGATIONS TO DATE	FY 2025 UNOBLIGATED BALANCE	FY 2025 PERCENT UNOBLIGATED
AGENCIES-				
ALDERMEN	\$ 70,000.00	\$ 17,500.00	\$ 52,500.00	75.00
ASSESSORS	880,069.00	157,959.28	722,109.72	82.05
CITY CLERK	1,260,490.00	273,243.13	987,246.87	78.32
MEDO	223,888.00	41,665.36	182,222.64	81.39
CITY SOLICITOR	2,121,199.00	388,181.76	1,733,017.24	81.70
FINANCE	1,246,508.00	250,367.23	996,140.77	79.91
CENTRAL FLEET MANAGEMENT	3,910,903.00	883,637.45	3,027,265.55	77.41
INFORMATION SYSTEMS	2,223,386.00	938,453.28	1,284,932.72	57.79
MAYOR	298,859.00	61,941.64	236,917.36	79.27
OFFICE OF YOUTH SERVICES	659,442.00	152,531.82	506,910.18	76.87
HUMAN RESOURCES	815,496.00	198,029.91	617,466.09	75.72
PLANNING & COMMUNITY DEVELOPMENT	2,548,264.00	541,608.89	2,006,655.11	78.75
TAX COLLECTOR	821,200.00	166,499.04	654,700.96	79.72
FIRE	25,594,559.00	5,614,196.41	19,980,362.59	78.06
POLICE	32,166,107.00	7,712,879.02	24,453,227.98	76.02
HEALTH	2,202,859.00	451,972.17	1,750,886.83	79.48
DEPARTMENT OF PUBLIC WORKS	33,826,822.00	21,423,190.82	12,403,631.18	36.67
WELFARE	1,130,321.00	305,838.66	824,482.34	72.94
LIBRARY	2,461,215.00	619,414.91	1,841,800.09	74.83
TOTAL AGENCIES	114,461,587.00	40,199,110.78	74,262,476.22	64.88
RESTRICTED ITEMS-				
SEVERANCE PAY	1,000,000.00	554,614.31	445,385.69	44.54
WORKERS COMPENSATION - SALARY	684,000.00	118,893.99	565,106.01	82.62
WORKERS COMPENSATION - MEDICAL	1,783,654.00	765,347.15	1,018,306.85	57.09
HEALTH INSURANCE	16,297,219.00	2,886,790.58	13,410,428.42	82.29
DENTAL INSURANCE	827,084.00	32,168.32	794,915.68	96.11
DEATH BENEFIT	71,186.00	14,576.53	56,609.47	79.52
DISABILITY INSURANCE	60,771.00	11,147.42	49,623.58	81.66
CITY RETIREMENT	12,486,952.00	3,019,506.77	9,467,445.23	75.82
FIRE STATE PENSION	6,948,955.00	1,534,672.42	5,414,282.58	77.92
POLICE STATE PENSION	7,855,300.00	1,869,874.06	5,985,425.94	76.20
FICA	3,488,285.00	848,487.69	2,639,797.31	75.68
UNEMPLOYMENT	25,000.00	1,055.97	23,944.03	95.78
TUITION	50,000.00	12,269.14	37,730.86	75.46
CGL INSURANCE	1,575,000.00	692,425.30	882,574.70	56.04
TOTAL RESTRICTED ITEMS	53,153,406.00	12,361,829.65	40,791,576.35	76.74

1
1 OF 2

City of Manchester, New Hampshire
 Budget vs Actual Expenditures - General Fund
 By Department Without Restricted Items
 For The Three Months Ended September 30, 2024
 (UNAUDITED)
 Budget Basis
 QT1BUDNBN1

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	FY 2025 MODIFIED BUDGET	FY 2025 OBLIGATIONS TO DATE	FY 2025 UNOBLIGATED BALANCE	FY 2025 PERCENT UNOBLIGATED
NON-DEPARTMENTAL ITEMS-				
CONTINGENCY	175,000.00	-	175,000.00	100.00
MPTS	470,674.00	470,674.00	-	-
CIVIC CONTRIBUTIONS	124,871.00	124,871.00	-	-
NON-CITY PROGRAMS	78,385.00	78,524.84	(139.84)	(.18)
STREET LIGHTING	828,834.00	759,544.74	69,289.26	8.36
COMMUNITY IMPROVEMENT PROGRAM	300,200.00	300,200.00	-	-
TRANSIT SUBSIDY	1,657,544.00	1,657,544.00	-	-
EMPLOYEE MEDICAL SERVICES	65,000.00	24,428.85	40,571.15	62.42
MATURING DEBT	11,300,000.00	1,585,001.00	9,714,999.00	85.97
INTEREST ON MATURING DEBT	4,800,000.00	593,566.86	4,206,433.14	87.63
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TOTAL NON-DEPARTMENTAL ITEMS	19,800,508.00	5,594,355.29	14,206,152.71	71.75
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TOTAL GENERAL FUND	\$ 187,415,501.00	\$ 58,155,295.72	\$ 129,260,205.28	68.97
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1
 2 of 2

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
 QT1BUDNBN2

10/04/2
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	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	256,914.34	920,780.66	78.18
MEDO	175,907.00	43,488.68	132,418.32	75.28
CITY SOLICITOR	1,988,925.00	418,955.22	1,569,969.78	78.94
FINANCE	1,205,654.00	269,558.76	936,095.24	77.64
CENTRAL FLEET MANAGEMENT	3,807,550.00	909,726.65	2,897,823.35	76.11
INFORMATION SYSTEMS	2,159,332.00	971,484.45	1,187,847.55	55.01
MAYOR	278,859.00	59,415.90	219,443.10	78.69
OFFICE OF YOUTH SERVICES	643,212.00	150,026.62	493,185.38	76.68
HUMAN RESOURCES	783,725.00	206,251.19	577,473.81	73.68
PLANNING & COMMUNITY DEVELOPMENT	2,443,437.00	580,672.40	1,862,764.60	76.24
TAX COLLECTOR	777,253.00	168,641.79	608,611.21	78.30
FIRE	24,341,147.00	5,720,849.09	18,620,297.91	76.50
POLICE	31,213,955.00	7,640,763.82	23,573,191.18	75.52
HEALTH	1,771,943.00	377,522.50	1,394,420.50	78.69
DEPARTMENT OF PUBLIC WORKS	33,328,820.00	9,242,758.98	24,086,061.02	72.27
WELFARE	1,033,487.00	305,934.69	727,552.31	70.40
LIBRARY	2,353,341.00	635,109.95	1,718,231.05	73.01
SENIOR SERVICES	261,227.00	52,496.43	208,730.57	79.90
TOTAL AGENCIES	110,634,522.00	28,216,732.64	82,417,789.36	74.50
RESTRICTED ITEMS-				
SEVERANCE PAY	800,000.00	644,695.10	155,304.90	19.41
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	4,369,428.47	10,144,291.53	69.89
DENTAL INSURANCE	692,084.00	198,095.58	493,988.42	71.38
DEATH BENEFIT	71,186.00	14,905.88	56,280.12	79.06
DISABILITY INSURANCE	60,771.00	11,107.82	49,663.18	81.72
CITY RETIREMENT	11,526,977.00	3,106,863.57	8,420,113.43	73.05
FIRE STATE PENSION	6,441,285.00	1,597,800.33	4,843,484.67	75.19
POLICE STATE PENSION	7,605,230.00	1,875,643.06	5,729,586.94	75.34
FICA	3,263,910.00	851,732.30	2,412,177.70	73.90
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	14,173,348.84	34,644,468.16	70.97

2
 1 OF 2

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
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	FY 2024 MODIFIED BUDGET	FY 2024 OBLIGATIONS TO DATE	FY 2024 UNOBLIGATED BALANCE	FY 2024 PERCENT UNOBLIGATED
NON-DEPARTMENTAL ITEMS-				
MPTS	470,153.00	470,153.00	-	-
CONTINGENCY	262,850.00	-	262,850.00	100.00
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	20,921,281.00	6,129,748.70	14,791,532.30	70.70

TOTAL GENERAL FUND	\$ 180,373,620.00	\$ 48,519,830.18	\$ 131,853,789.82	73.10
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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, 2024
 (UNAUDITED)
 Budget Basis
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	FY 2025 MODIFIED BUDGET	FY 2025 REVENUE RECOGNIZED	FY 2025 UNRECOGNIZED BALANCE	FY 2025 PERCENTAGE UNRECOGNIZED
AGENCIES-				
ASSESSORS	1,043,944.00	116,250.40	927,693.60	88.86
CITY CLERK	2,206,770.00	152,234.85	2,054,535.15	93.10
MEDO	400.00	-	400.00	100.00
CITY SOLICITOR	737,138.00	-	737,138.00	100.00
FINANCE	14,193,721.00	1,248,058.21	12,945,662.79	91.21
INFORMATION SYSTEMS	215,000.00	10,710.00	204,290.00	95.02
HUMAN RESOURCES	-	170.94	(170.94)	-
PLANNING & COMMUNITY DEVELOPMENT	3,481,400.00	989,457.40	2,491,942.60	71.58
TAX COLLECTOR	23,538,942.00	6,095,896.65	17,443,045.35	74.10
CENTRAL FLEET MANAGEMENT	45,000.00	17,508.50	27,491.50	61.09
FIRE	1,108,446.00	156,264.44	952,181.56	85.90
POLICE	1,242,608.00	224,957.91	1,017,650.09	81.90
HEALTH	227,500.00	47,796.00	179,704.00	78.99
DEPARTMENT OF PUBLIC WORKS	16,008,893.00	3,546,848.70	12,462,044.30	77.84
WELFARE	25,000.00	13,488.94	11,511.06	46.04
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TOTAL AGENCIES	\$ 64,074,762.00	\$ 12,619,642.94	\$ 51,455,119.06	80.30
	=====	=====	=====	=====

City of Manchester, New Hampshire
 Budget vs Actual Revenue By Type - General Fund
 Non-Property Tax Revenues
 For The Three Months Ended September 30, 2024
 (UNAUDITED)
 Budget Basis
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	MODIFIED BUDGET	REVENUE RECOGNIZED	UNRECOGNIZED BALANCE	PERCENTAGE UNRECOGNIZED
TAXES, INTEREST AND PENALTIES				
MISCELLANEOUS TAXES	21,470.00	-	21,470.00	100.00
INTEREST AND PENALTIES	545,000.00	174,508.82	370,491.18	67.98
CABLE FRANCHISE FEES	1,400,000.00	-	1,400,000.00	100.00
TOTAL TAXES, INTEREST AND PENALTIES	1,966,470.00	174,508.82	1,791,961.18	91.13
LICENSES AND PERMITS				
AUTO REGISTRATIONS	22,688,092.00	5,838,535.13	16,849,556.87	74.27
LICENSES	596,340.00	95,731.08	500,608.92	83.95
PERMITS	3,390,395.00	1,039,302.27	2,351,092.73	69.35
TOTAL LICENSES AND PERMITS	26,674,827.00	6,973,568.48	19,701,258.52	73.86
INTERGOVERNMENTAL				
FEDERAL REVENUES	418,000.00	60,732.85	357,267.15	85.47
PAYMENTS IN LIEU OF TAXES	1,005,944.00	115,822.40	890,121.60	88.49
STATE REVENUES	8,927,947.00	637,216.73	8,290,730.27	92.86
TOTAL INTERGOVERNMENTAL	10,351,891.00	813,771.98	9,538,119.02	92.14
SALES AND SERVICES				
GENERAL REVENUES	241,050.00	60,598.95	180,451.05	74.86
PUBLIC SAFETY	288,650.00	70,906.87	217,743.13	75.44
HIGHWAY	1,124,348.00	356,602.89	767,745.11	68.28
HEALTH	10,000.00	3,410.00	6,590.00	65.90
CEMETERY, PARKS & RECREATION	2,000,706.00	500,180.17	1,500,525.83	75.00
ZONING BOARD	82,000.00	15,085.00	66,915.00	81.60
PARKING VIOLATIONS	3,000.00	4,200.00	(1,200.00)	(40.00)
COURT FINES	4,000.00	4,114.00	(114.00)	(2.85)
FEES	1,161,900.00	176,005.13	985,894.87	84.85
TOTAL SALES AND SERVICES	4,915,654.00	1,191,103.01	3,724,550.99	75.77
OTHER REVENUE SOURCES				
INTEREST INCOME	2,952,825.00	540,942.27	2,411,882.73	81.68
FUND TRANSFERS	3,282,674.00	-	3,282,674.00	100.00
REIMBURSEMENTS	3,293,789.00	502,147.30	2,791,641.70	84.75
RENTALS & LEASES	1,243,667.00	493,777.15	749,889.85	60.30
SCHOOL CHARGEBACKS	9,390,465.00	1,924,921.81	7,465,543.19	79.50
MISCELLANEOUS	2,500.00	4,902.12	(2,402.12)	(96.08)
TOTAL OTHER REVENUE SOURCES	20,165,920.00	3,466,690.65	16,699,229.35	82.81
TOTAL	\$ 64,074,762.00	\$ 12,619,642.94	\$ 51,455,119.06	80.30

4

City of Manchester, New Hampshire
 Budget vs Actual Revenue By Type -
 Non-Property Tax Revenues
 For The Three Months Ended September 30, 2024
 Modified Budget FY 2025
 (UNAUDITED)
 Budget Basis
 QT1REVCOM1

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	ACTUAL FY 2024	MODIFIED BUDGET FY 25	DIFFERENCE ACTUAL 24 VS BUDGET 25	PERCENTAGE DIFFERENCE OF FY24 VS FY25
TAXES, INTEREST AND PENALTIES				
MISCELLANEOUS TAXES	106,982	21,470	(85,512)	(79.93)
INTEREST AND PENALTIES	806,607	545,000	(261,607)	(32.43)
CABLE FRANCHISE FEES	1,407,068	1,400,000	(7,068)	(.50)
	-----	-----	-----	-----
TOTAL TAXES, INTEREST AND PENALTIES	2,320,657	1,966,470	(354,187)	(15.26)
LICENSES AND PERMITS				
AUTO REGISTRATIONS	22,214,399	22,688,092	473,693	2.13
LICENSES	620,284	596,340	(23,944)	(3.86)
PERMITS	4,183,355	3,390,395	(792,960)	(18.96)
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TOTAL LICENSES AND PERMITS	27,018,038	26,674,827	(343,211)	(1.27)
INTERGOVERNMENTAL				
FEDERAL REVENUES	246,944	418,000	171,056	69.27
PAYMENTS IN LIEU OF TAXES	890,138	1,005,944	115,806	13.01
STATE REVENUES	6,759,798	8,927,947	2,168,149	32.07
	-----	-----	-----	-----
TOTAL INTERGOVERNMENTAL	7,896,880	10,351,891	2,455,011	31.09
SALES AND SERVICES				
GENERAL REVENUES	200,205	241,050	40,845	20.40
PUBLIC SAFETY	313,684	288,650	(25,034)	(7.98)
HIGHWAY	1,122,515	1,124,348	1,833	.16
HEALTH	5,400	10,000	4,600	85.19
CEMETERY, PARKS & RECREATION	2,227,238	2,000,706	(226,532)	(10.17)
ZONING BOARD	81,135	82,000	865	1.07
PARKING VIOLATIONS	7,898	3,000	(4,898)	(62.02)
COURT FINES	6,927	4,000	(2,927)	(42.25)
OTHER FINES	7,771	-	(7,771)	(100.00)
FEES	1,271,990	1,161,900	(110,090)	(8.65)
WITNESS FEES	90	-	(90)	(100.00)
	-----	-----	-----	-----
TOTAL SALES AND SERVICES	5,244,853	4,915,654	(329,199)	(6.28)
OTHER REVENUE SOURCES				
INTEREST INCOME	3,956,122	2,952,825	(1,003,297)	(25.36)
FUND TRANSFERS	551,516	3,282,674	2,731,158	495.21
REIMBURSEMENTS	3,097,756	3,293,789	196,033	6.33
RENTALS & LEASES	1,180,683	1,243,667	62,984	5.33
SCHOOL CHARGEBACKS	9,055,847	9,390,465	334,618	3.70
MISCELLANEOUS	52,107	2,500	(49,607)	(95.20)
	-----	-----	-----	-----
TOTAL OTHER REVENUE SOURCES	17,894,031	20,165,920	2,271,889	12.70
	-----	-----	-----	-----
TOTAL	\$ 60,374,459	\$ 64,074,762	\$ 3,700,303	6.13
	=====	=====	=====	=====

City of Manchester, New Hampshire
 Budget vs Actual Revenue By Type -
 Non-Property Tax Revenues
 For The Three Months Ended September 30, 2024 and 2023
 (UNAUDITED)
 Budget Basis
 QT1REVCOM2

10/04/2
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	3 MONTHS ACTUAL FY 2024	3 MONTHS ACTUAL FY 2025	DIFFERENCE ACTUAL 24 VS ACTUAL 25	PERCENTAGE DIFFERENCE OF FY24 VS FY25
TAXES, INTEREST AND PENALTIES				
MISCELLANEOUS TAXES	53,725	-	(53,725)	(100.00)
INTEREST AND PENALTIES	351,173	174,508	(176,664)	(50.31)
	-----	-----	-----	-----
TOTAL TAXES, INTEREST AND PENALTIES	404,898	174,508	(230,389)	(56.90)
LICENSES AND PERMITS				
AUTO REGISTRATIONS	5,317,798	5,838,535	520,737	9.79
LICENSES	60,528	95,731	35,203	58.16
PERMITS	911,597	1,039,302	127,705	14.01
	-----	-----	-----	-----
TOTAL LICENSES AND PERMITS	6,289,923	6,973,568	683,645	10.87
INTERGOVERNMENTAL				
FEDERAL REVENUES	41,422	60,732	19,310	46.62
PAYMENTS IN LIEU OF TAXES	-	115,822	115,822	-
STATE REVENUES	752,826	637,216	(115,609)	(15.36)
	-----	-----	-----	-----
TOTAL INTERGOVERNMENTAL	794,248	813,771	19,523	2.46
SALES AND SERVICES				
GENERAL REVENUES	38,380	60,598	22,218	57.89
PUBLIC SAFETY	82,047	70,906	(11,140)	(13.58)
HIGHWAY	277,473	356,602	79,129	28.52
HEALTH	1,360	3,410	2,050	150.74
CEMETERY, PARKS & RECREATION	428,572	500,180	71,608	16.71
ZONING BOARD	19,165	15,085	(4,080)	(21.29)
PARKING VIOLATIONS	898	4,200	3,302	367.71
COURT FINES	2,053	4,114	2,061	100.39
FEES	176,692	176,005	(686)	(.39)
	-----	-----	-----	-----
TOTAL SALES AND SERVICES	1,026,640	1,191,103	164,463	16.02
OTHER REVENUE SOURCES				
INTEREST INCOME	1,030,664	540,942	(489,721)	(47.52)
FUND TRANSFERS	400	-	(400)	(100.00)
REIMBURSEMENTS	541,663	502,147	(39,515)	(7.30)
RENTALS & LEASES	489,070	493,777	4,707	.96
SCHOOL CHARGEBACKS	1,807,394	1,924,921	117,527	6.50
MISCELLANEOUS	1,784	4,902	3,118	174.78
	-----	-----	-----	-----
TOTAL OTHER REVENUE SOURCES	3,870,975	3,466,690	(404,284)	(10.44)
	-----	-----	-----	-----
TOTAL	\$ 12,386,684	\$ 12,619,642	\$ 232,958	1.88
	=====	=====	=====	=====

6

City of Manchester, New Hampshire
Parking Division
Budgetary basis
For the three months ended September 30, 2024
(unaudited)

Object Code Description	2025 Revised Budget	July 2024 - September 2024 Activity	2025 Balance
Intergovernmental Total	-	-	-
Charges for Services Total	1,646,170	379,162	943,498
Licenses & Permits Total	2,328,779	582,600	1,746,179
Interest Total	2,500	2,605	(105)
Other Revenue Total	1,091,300	192,448	898,852
Grand Total	5,068,749	1,156,815	3,911,934
Salaries & Wages Total	690,327	131,373	558,954
Employee Benefits Total	462,165	97,612	364,553
Purchased Professional Services Total	23,000	4,153	18,847
Purchased Property Services Total	643,500	76,547	566,953
Other Purchased Services Total	61,200	20,218	40,982
Supplies & Materials Total	122,883	62,115	60,768
Capital Outlay Total	-	-	-
Miscellaneous Total	165,000	31,858	133,142
Non-Departmental Total	168,500	-	168,500
Miscellaneous-Reimburse City Total	2,732,174	-	2,732,174
Grand Total	5,068,749	423,876	4,644,873
Excess (deficit) of revenues over expenditures	-	732,939	(732,939)

City of Manchester
New Hampshire

In the year Two Thousand and Twenty-Four

AN ORDINANCE

“Amending Section 70.57(B) Parking Lot Rates of the Code of Ordinances of the City of Manchester by amending subsection 4(c) Myrna Lot.”

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**) and deleting existing language as stricken (——). Portions of the following sections that remain unchanged appear in regular type.

§ 70.57 PARKING RATES:

(B) Parking lot rates:

(4) Parking lots: 8:00 a.m. to 8:00 p.m. Monday through Friday: \$1.00/hour.

(a) 2-hour limit:

Middle Lot
Pearl Lot

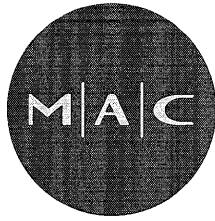
(b) 10-hour limit:

Pearl Lot
Hartnett Lot
Arms Lot
Bedford Lot
Arms Extension
Arms Outer Lot
Canal Lot
Lake Ave. Lot

(c) Myrna Lot: **8:00 a.m. to 8:00 p.m. Monday through Friday: \$1.00/hour**

Hours	Rate Per Hour
0-1	\$1.00
1-2	\$3.00
2-3	\$4.50
3-4	\$10.50
4-5	\$16.50
5-6	\$22.50
6-7	\$28.50
Daily	
Maximum 7-12	\$17.00

II. This ordinance shall take effect immediately upon its passage.



September 10, 2024

Honorable Mayor Jay Ruais
1 City Hall Plaza
Manchester, NH 03101

Dear Honorable Mayor Ruais and Board of Aldermen,

I am writing on behalf of the Manchester Arts Commission to release art funds to purchase refreshments and the cost of a musician during a community art show at the Palace Theatre during the Manchester City Arts Festival. I am asking for \$150 for the cost of a live musician as well as \$62.97 for these refreshments. We have been curating this gallery during the Manchester Arts Festival for 2 years now. This event brings thousands of people to downtown Manchester to enjoy local artists and local businesses.

Please find attached the invoices for these funds.

Thank you,
Lauren Boisvert
Chair of the Manchester Arts Commission

Nick Valiton

Invoice for Music

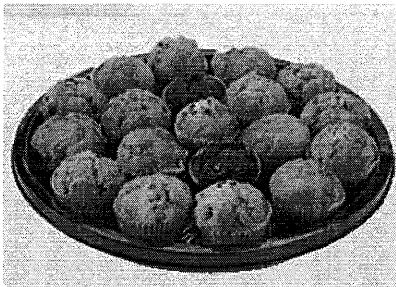
PREPARED FOR

Manchester Arts Commission

PREPARED DATE

September 9, 2024

ITEM	QTY	PRICE	TOTAL
3 hours - Jazz, Piano music	1	\$150	\$150
			\$150



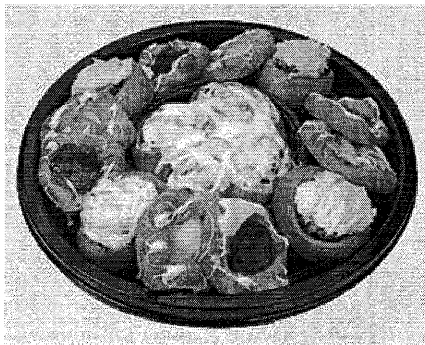
76 Oz. Serves 16-19

Assorted Muffin Platter

Start your day off right with a selection of our very best, award-winning muffins, baked fresh every day.

SERVES 16-19

\$22.99



Serves 12-16

Cinnamon Roll & Danish Platter

Start the meeting in style with a platter piled high with our best gourmet cinnamon rolls and danish pastries.

SERVES 12-16

Additional nutrition information available upon request.

\$24.99

Earns 2% Rewards



Serves 10-12

Mini Muffin & Strudel Bite Platter

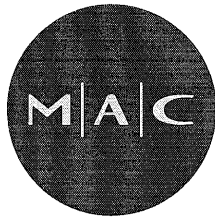
Just one more... Featuring a variety of bite-sized mini muffins and blueberry, apple & raspberry strudel bites.

SERVES 10-12

Additional nutrition information available upon request.

\$14.99

Earns 2% Rewards



September 16, 2024

Honorable Mayor Jay Ruais
1 City Hall Plaza
Manchester, NH 03101

Dear Honorable Mayor Ruais and Board of Aldermen,

I am writing on behalf of the Manchester Arts Commission to release art funds in regards to the Art on the Wall at City Hall in Manchester, NH aligning with the funds given in a grant awarded by the National Arts Program.

A check of \$800 was awarded to cover the cost of 3 professional judges at \$225 (\$75 each), \$200 to hire a professional photographer, \$175 for promotional materials, and \$200 for refreshments for the reception.

An award of \$3,450 was granted to cover the cost of cash prizes. Including: Professional, Intermediate, and Amateur categories will all have a First \$350, Second \$250, and Third \$150 for each. Additionally, Teen and Youth will have a First \$150, Second \$100, and Third \$50. As well as a \$400 award for Best of Show and a \$200 award for Art Education

Thank you,
Lauren Boisvert
Chair of the Manchester Arts Commission