

AGENDA

COMMITTEE ON FINANCE

January 15, 2013
Mayor and all Aldermen

Upon Recess of BMA
Aldermanic Chambers
City Hall (3rd Floor)

1. Mayor Gatsas calls the meeting to order.

2. The Clerk calls the roll.

3. Resolutions: **(A motion is in order to read by titles only.)**

“Amending the FY 2013 Community Improvement Program, authorizing and appropriating funds in the amount of Four Thousand Dollars (\$4,000) for the FY 2013 CIP 214013 Medical Reserve Corps. Program.”

“Amending the FY 2013 Community Improvement Program, authorizing and appropriating funds in the amount of Five Thousand Seven Hundred Ninety Two Dollars (\$5,792) for the FY 2013 CIP 411713 Domestic Violence Prosecutor.”

“Amending the FY 2011 Community Improvement Program, authorizing and appropriating funds in the amount of Two Hundred Fifty Thousand Dollars (\$250,000) for the FY 2011 CIP 612611 2010 Lead Hazard Reduction Demonstration Grant Program.”

“Authorizing the Finance Officer to effect a transfer of Six Hundred Ninety Four Thousand Seven Hundred Thirty Four Dollars (\$694,734) for the 710510 Cohas Brook Phase III Contract #2 Design and Construction.”

“Authorizing the Finance Officer to effect a transfer of Ninety One Thousand Eight Hundred Thirty Three Dollars and Sixty Eight Cents (\$91,833.68) for the 710510 Cohas Brook Phase III Contract #2 Design and Construction.”

“Amending the FY 2009 and 2010 Community Improvement Programs, transferring, authorizing and appropriating funds in the amount of Eight Hundred Twenty Thousand Five Hundred Twenty One Dollars (\$820,521) for the FY 2010 CIP 710510 Cohas Brook Phase III Contract #2 Design and Construction.”

A motion is in order that the Resolutions ought to pass and be Enrolled.

4. CIP Budget Authorizations:

710613 WWTP Infrastructure Upgrades
411713 Domestic Violence Prosecutor
214013 Medical Reserve Corp
612611 2010 Lead Hazard Reduction Demonstration Grant Program
712209 Cohas Brook Phase III Contract 1
712309 Construction of Cohas Brook Phase II
710510 Cohas Brook Phase II Contract #2 Design and Construction

A motion is in order that the budget authorizations be approved subject to the final adoption of related resolutions.

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

City of Manchester New Hampshire

In the year Two Thousand and Thirteen

A RESOLUTION

“Amending the FY 2013 Community Improvement Program, authorizing and appropriating funds in the amount of Four Thousand Dollars (\$4,000) for the FY 2013 CIP 214013 Medical Reserve Corps. Program.”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

WHEREAS, the Board of Mayor and Aldermen has approved the 2013 CIP as contained in the 2013 CIP budget; and

WHEREAS, the 2013 CIP contains all sources of funds to be used in the execution of projects; and

WHEREAS, the Board of Mayor and Aldermen wishes to accept grant funds in the amount of \$4,000 from the National Association of County and City Health Officials for the implementation of the Medical Reserve Corps. Program;

NOW, THEREFORE, be it resolved that the 2013 CIP be amended as follows:

By adding:

FY 2013 CIP 214013 Medical Reserve Corps. Program - \$4,000 Other

Resolved, that this Resolution shall take effect upon its passage.

City of Manchester New Hampshire

In the year Two Thousand and Twelve

A RESOLUTION

“Amending the FY 2013 Community Improvement Program, authorizing and appropriating funds in the amount of Five Thousand Seven Hundred Ninety Two Dollars (\$5,792) for the FY 2013 CIP 411713 Domestic Violence Prosecutor.”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

WHEREAS, the Board of Mayor and Aldermen has approved the 2013 CIP as contained in the 2013 CIP budget; and

WHEREAS, the 2013 CIP contains all sources of funds to be used in the execution of projects; and

WHEREAS, the Board of Mayor and Aldermen wishes to accept funding from the State of New Hampshire;

NOW, THEREFORE, be it resolved that the 2013 CIP be amended as follows:

By increasing:

FY 2013 CIP 411713 Domestic Violence Prosecutor - \$5,792 State

Resolved, that this Resolution shall take effect upon its passage.

City of Manchester New Hampshire

In the year Two Thousand and Thirteen

A RESOLUTION

“Amending the FY 2011 Community Improvement Program, authorizing and appropriating funds in the amount of Two Hundred Fifty Thousand Dollars (\$250,000) for the FY 2011 CIP 612611 2010 Lead Hazard Reduction Demonstration Grant Program.”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

WHEREAS, the Board of Mayor and Aldermen has approved the 2011 CIP as contained in the 2011 CIP budget; and

WHEREAS, the 2011 CIP contains all sources of funds to be used in the execution of projects; and

WHEREAS, the Board of Mayor and Aldermen wishes to accept a 10% property owner match from each participant in the Lead Hazard Reduction Demonstration Grant Program;

NOW, THEREFORE, be it resolved that the 2011 CIP be amended as follows:

By increasing:

FY 2011 CIP 612611 2010 Lead Hazard Reduction Demonstration Grant Program - \$250,000
Other

Resolved, that this Resolution shall take effect upon its passage.

City of Manchester New Hampshire

In the year Two Thousand and Thirteen

A RESOLUTION

“Authorizing the Finance Officer to effect a transfer of Six Hundred Ninety Four Thousand Seven Hundred Thirty Four Dollars (\$694,734) for the 710510 Cohas Brook Phase III Contract #2 Design and Construction.”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

That: Pursuant to RSA 33:33-a there is hereby authorized to be expended for purposes stated in Section 3 of the Municipal Finance Act, the sum of Six Hundred Ninety Four Thousand Seven Hundred Thirty Four Dollars from the balance of bonds authorized as follows:

Section 1.

From:

CIP 712209, Cohas Brook Phase III Contract 1
Amount Transferred: \$694,734
Original Resolution Adopted: August 3, 2010
Original Amount: \$7,000,000.00

To: CIP 710510, Cohas Brook Phase III Contract #2 Design and Construction
\$694,734.00

Section 2. Resolved, that this Resolution shall take effect upon its passage.

City of Manchester New Hampshire

In the year Two Thousand and Thirteen

A RESOLUTION

“Authorizing the Finance Officer to effect a transfer of Ninety One Thousand Eight Hundred Thirty Three Dollars and Sixty Eight Cents (\$91,833.68) for the 710510 Cohas Brook Phase III Contract #2 Design and Construction.”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

That: Pursuant to RSA 33:33-a there is hereby authorized to be expended for purposes stated in Section 3 of the Municipal Finance Act, the sum of Ninety One Thousand Eight Hundred Thirty Three Dollars and Sixty Eight Cents from the balance of bonds authorized as follows:

Section 1.

From:

CIP 712309, Cohas Brook Phase II
Amount Transferred: \$91,833.68
Original Resolution Adopted: August 3, 2010
Original Amount: \$1,000,000.00

To: CIP 710510, Cohas Brook Phase III Contract #2 Design and Construction
\$91,833.68

Section 2. Resolved, that this Resolution shall take effect upon its passage.

City of Manchester New Hampshire

In the year Two Thousand and Thirteen

A RESOLUTION

“Amending the FY 2009 and 2010 Community Improvement Programs, transferring, authorizing and appropriating funds in the amount of Eight Hundred Twenty Thousand Five Hundred Twenty One Dollars (\$820,521) for the FY 2010 CIP 710510 Cohas Brook Phase III Contract #2 Design and Construction.”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

WHEREAS, the Board of Mayor and Aldermen has approved the 2009 and 2010 CIPs as contained in the 2009 and 2010 CIP budgets; and

WHEREAS, the 2009 and 2010 CIPs contain all sources of funds to be used in the execution of projects; and

WHEREAS, the Board of Mayor and Aldermen wishes to transfer a portion of unused Bond funding from two FY09 projects that have been completed; and

NOW, THEREFORE, be it resolved that the 2009 and 2010 CIPs be amended as follows:

By decreasing:

FY2009 CIP 712209 Cohas Brook Phase III Contract 1 - \$694,734 Bond
FY2009 CIP 712309 Construction of Cohas Brook Phase II - \$91,833.68 Bond; \$33,953.32 Ent.

By increasing:

FY 2010 CIP 710510 Cohas Brook Phase III Contract #2 Design and Construction - \$786,567.68 Bond and \$33,953.32 Enterprise
(from \$5,000,000 State, \$2,500,000 EPD Cash to \$5,000,000 State, \$2,500,000 EPD Cash, \$820,521 Enterprise/Bond)

Resolved, that this Resolution shall take effect upon its passage.

CIP BUDGET AUTHORIZATION

CIP#: Project Year: CIP Resolution:
 Title: Amending Resolution:
 Administering Department: Revision:

Project Description:

Federal Grants Federal Grant: **Environmental** Review Required:
 Grant Executed: Completed:

Critical Events

1	Project Initiation	<input type="text" value="07/17/12"/>
2	Project Completion	<input type="text" value="06/30/13"/>
3		
4		
5		

Line Item Budget

	ENTERPRISE			TOTAL
Salaries and Wages	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Fringes	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Design/Engineering	<input type="text" value="\$50,000.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$50,000.00"/>
Planning	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Consultant Fees	<input type="text" value="\$50,000.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$50,000.00"/>
Construction Admin	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Land Acquisition	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Equipment	<input type="text" value="\$200,000.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$200,000.00"/>
Overhead	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Construction Contracts	<input type="text" value="\$200,000.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$200,000.00"/>
Other	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
TOTAL	<input type="text" value="\$500,000.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$500,000.00"/>

Revisions

Comments:

CIP BUDGET AUTHORIZATION

CIP#: 411713

Project Year: 2013

CIP Resolution: 6/12/2012

Title: Domestic Violence Prosecutor

Amending Resolution: 1/15/2013

Administering Department: City Solicitor's Office

Revision: #1

Project Description: Funding to support a Domestic Violence Prosecutor position within the City Solicitor's Office.

Federal Grants

Federal Grant:
 Grant Executed:

Environmental

Review Required: No
 Completed:

Critical Events

1		8/7/12
2		6/30/12
3		
4		
5		
		6/30/2012

Line Item Budget

	OTHER	STATE		TOTAL
Salaries and Wages	\$30,000.00	\$5,792.00	\$0.00	\$35,792.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL	\$30,000.00	\$5,792.00	\$0.00	\$35,792.00

Revisions

#1- Increases budget by \$5,792 State.

Comments:

Other funds received from Mary Gale Foundation.

CIP BUDGET AUTHORIZATION

CIP#: 214013 Project Year: 2013 CIP Resolution: 6/12/2012
 Title: Medical Reserve Corp Amending Resolution: 1/15/2013
 Administering Department: Health Department Revision:

Project Description: Funding to support the operation of the Medical Reserve Corp (MRC). MRC is a national program which coordinates volunteer medical professionals to be used in public health and other emergencies. Monies are to be used for the above mentioned purpose along with the purchase of supplies for the volunteers.

Federal Grants Federal Grant: No **Environmental** Review Required: No
 Grant Executed: Completed:

Critical Events

1	Program Initiation	2/1/2013
2	Program Completion	6/30/2014
3		
4		
5		
		6/30/2014

Line Item Budget

	OTHER			TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$4,000.00	\$0.00	\$0.00	\$4,000.00
TOTAL	\$4,000.00	\$0.00	\$0.00	\$4,000.00

Revisions

Comments: Funds received from the National Association of County and City Health Officials. Program initiation and completion dates determined by the grantor.

CIP BUDGET AUTHORIZATION

CIP #: Project Year: CIP Resolution:
 Title: Amending Resolution:
 Administering Department: Revision:

Project Description: Program to assist property owners with the elimination of lead based paint hazards. Lead hazards to be eliminated in a minimum of 250 housing units over a forty-two month period.

Federal Grants Federal Grant: **Environmental** Review Required:
 Grant Executed: Completed:

Critical Events

1	Program Initiation	2/18/2011
2	Program Completion	11/30/2014
3		
4		
5		

Expected Completion Date:

Line Item Budget

	FEDERAL	CDBG	Other	TOTAL
Salaries and Wages	\$100,702.00	\$0.00	\$0.00	\$100,702.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$3,866,976.00	\$200,000.00	\$250,000.00	\$4,316,976.00
TOTAL	\$3,967,678.00	\$200,000.00	\$250,000.00	\$4,417,678.00

Revisions

#1-Adds \$200,000 CDBG to represent the City's required match for the Grant.
 #2-Adds \$250,000 provided by Property Owner Match requirements.

COMMENTS Program initiation and completion dates determined by grantor. Required match to come from N.H. Healthy Home Lead Poisoning Prevention Program, Manchester Housing Initiatives (CIP #610211), City of Manchester In-Kind Services, 10% Property Owner Match, Vendor Discounts, Manchester Community Resource Center In-Kind Services and Program Income generated by training fees. \$100,702 of the budgeted amount was moved to the Salaries and Wages line item to allow for the payroll charges from the Health Department. Other funds (\$250,000) to account for anticipated Property Owner match.

Planning Department/Startup Form - 07/01/10 Total Funded:

CIP BUDGET AUTHORIZATION

CIP #: 712209 Project Year: 2009 CIP Resolution: 5/20/2008
 Title: Cohas Brook Phase III Contract 1 Amending Resolution: 1/15/2013
 Administering Department: Highway - EPD Revision: #3

Project Description: Funding for design and subsequent construction of Contract #1 of the Cohas Interceptor - Phase III.

Federal Grants Federal Grant: No **Environmental** Review Required: No
 Grant Executed: Completed:

Critical Events

1	Design/Engineering Initiation	Sept. 2008
2	Design/Engineering Completion	Sept. 2009
3	Construction Initiation	7/2010
4	Construction Completion	6/30/2011
5		
Expected Completion Date:		6/30/2011

Line Item Budget

	BOND			TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$1,250,000.00	\$0.00	\$0.00	\$1,250,000.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$5,055,266.00	\$0.00	\$0.00	\$5,055,266.00
Other	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL	\$6,305,266.00	\$0.00	\$0.00	\$6,305,266.00

Revisions: #1-Adds \$2,000,000 to revise Construction Contracts
 #2-Change funding from Enterprise & State to Bond.
 #3-Transfers \$694,734 Bond to CIP#710510

COMMENTS: State funds to be received at completion of project. Bond authorized in anticipation of use of NH Water Pollution Control Revolving Loan Fund.

CIP BUDGET AUTHORIZATION

CIP #: Project Year: CIP Resolution:
 Title: Amending Resolution:
 Administering Department: Revision:

Project Description

Federal Grants Federal Grant: **Environmental** Review Required:
 Grant Executed: Completed:

Critical Events

1	Construction Initiation	Ongoing
2	Construction Completion	6/30/11
3		
4		
5		

Expected Completion Date:

Line Item Budget

	ENTERPRISE	BOND		TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$408,166.00	\$0.00	\$408,166.00
Other	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL	\$0.00	\$408,166.00	\$0.00	\$408,166.00

Revisions

- #1-Increases budget by \$33,953.32 from CIP 712407 and \$500,000 Bond
- #2-Increase Bond funding by \$500,000 and decrease Enterprise funding by \$500,000
- #3-Decreases Bond funding by \$500,000.
- #4-Transfers \$33,953.32 Enterprise and \$91,833.68 Bond to CIP 710510.

COMMENTS State funds to be received upon completion of project. Funds authorized in anticipation in use of NH Water Pollution Control Revolving Loan Fund.

CIP BUDGET AUTHORIZATION

CIP #: 710510 Project Year: 2010 CIP Resolution: 5/26/2009
 Title: Cohas Brook Phase III Contract #2 Design and Construction Amending Resolution: 1/15/2013
 Administering Department: Highway - EPD Revision: #3

Project Description: Design and construction of the second lateral sewer project off of the newly constructed Cohas Brook interceptor

Federal Grants Federal Grant: No **Environmental** Review Required: No
 Grant Executed: _____ Completed: _____

Critical Events

1	Program Initiation	7/1/2009
2	Program Completion	12/30/2013
3		
4		
5		

Expected Completion Date: 12/30/2013

Line Item Budget	STATE	EPD Cash	Enterprise/Bond	TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$500,000.00	\$0.00	\$0.00	\$500,000.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$750,000.00	\$0.00	\$0.00	\$750,000.00
Land Acquisition	\$0.00	\$100,000.00	\$0.00	\$100,000.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$3,750,000.00	\$2,400,000.00	\$0.00	\$6,150,000.00
Other	\$0.00	\$0.00	\$820,521.00	\$820,521.00
TOTAL	\$5,000,000.00	\$2,500,000.00	\$820,521.00	\$8,320,521.00

Revisions

- #1-Revises funding source from Enterprise to State Revolving Loan Fund.
- #2-Budget increased by \$2,500,000 EPD Cash to include costs for an expanded project scope.
- #3-Budget increase by \$33,953.32 Ent. from 712309, \$91,833.68 Bond from 712309, & \$694,734 Bond from 712209

COMMENTS Re-distributed \$5 million dollars into the appropriate line items. The Enterprise (\$33,953.32) and Bond (\$786,567.68) budgets are shown in one column.

Planning Department/Startup Form - 07/01/09 Total Funded: \$8,320,521.00