

AGENDA

COMMITTEE ON FINANCE

**March 19, 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. Appropriating Resolutions:

(A motion is in order to read by titles only.)

“Appropriating to the Parking Fund the sum of \$5,000,000 from parking revenues for the Fiscal Year 2014.”

"Appropriating the sum of \$13,229,048 from Sewer User Rental Charges to the Environmental Protection Division for the Fiscal Year 2014.”

“Appropriating the sum of \$2,130,115 from Recreation User Charges to the Recreation Division for the Fiscal Year 2014.”

“Appropriating to the Manchester Transit Authority the sum of \$1,080,536 for the Fiscal Year 2014.”

“Appropriating to the Manchester School District the sum of \$155,724,449 for the Fiscal Year 2014.”

“Appropriating all Incremental Meals and Rooms Tax Revenue Received by the City in the Fiscal Year 2014 and held in the Civic Center Fund, for the payment of the City’s Obligations in Said Fiscal Year under the Financing Agreement.”

“Appropriating to the Manchester Airport Authority the sum of \$47,887,649 from Special Airport Revenue Funds for the Fiscal Year 2014.”

“Appropriating to the Manchester School Food and Nutrition Services Program the sum of \$5,796,000 from School Food and Nutrition Services Revenues for the Fiscal Year 2014.”

“Raising Monies and Making Appropriations of \$134,970,938 for the Fiscal Year 2014.”

“Appropriating to the Central Business Service District the sum of \$258,000 from Central Business Service District Funds for the Fiscal Year 2014.”

A motion is in order that the appropriating resolutions ought to pass and layover.

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

“Continuation of the Central Business Service District.”

“Authorizing the Finance Officer to utilize surplus funds from the Fiscal Year 2012 budget to fund a prepayment of \$750,000 for Fiscal Year 2014 City pension costs.”

“Authorizing the Finance Officer to transfer \$130,431 from the Special Revenue Reserve Account to the Parking Division in Fiscal Year 2013 to reimburse the Parking Division for Fiscal Year 2014 debt service associated with the Hampshire Plaza parking garage.”

A motion is in order that the resolutions ought to pass and be enrolled.

5. 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 Forty Four Thousand Six Hundred Twenty Five Dollars (\$44,625) for the FY 2013 CIP 810713 Second St. Corridor Grant.”

"Authorizing the Finance Officer to utilize \$250,000 from the Special Revenue Account to pay Sun Gard Public Sector."

A motion is in order that the resolutions ought to pass and be enrolled.

6. CIP Budget Authorization:

810713 Second Street Corridor Grant

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

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

“Appropriating to the Parking Fund the sum of \$5,000,000 from parking revenues for the Fiscal Year 2014.”

That the sum of Five Million Dollars (\$5,000,000) from parking revenues shall be hereby appropriated to the Parking Fund for the Fiscal Year 2014 as follows:

Salaries and Wages	\$713,739
Line Item Expenses	\$3,291,960
Capital Outlay	\$0

RESTRICTED FUNDS: Subject to the approval of the Finance Officer.

Employee Benefits	\$379,765
Debt Service	\$614,536

TOTAL	\$5,000,000
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RESOLVED that this Resolution shall take effect upon its passage.

"Appropriating the sum of \$13,229,048 from Sewer User Rental Charges to the Environmental Protection Division for the Fiscal Year 2014."

That the sum of Thirteen Million, Two Hundred, Twenty Nine Thousand, Forty-Eight, Dollars (\$13,229,048) from Sewer User Rental Charges to the Environmental Protection Division for the Fiscal Year 2014 be hereby appropriated for operation Expenses as follows:

Salaries and Wages	\$2,767,897
Line Item Expenses	\$3,545,350
Capital Outlay	\$548,000

RESTRICTED FUNDS: Subject to the approval of the Finance Officer.

Employee Benefits	\$1,636,304
Insurance	\$200,000
Debt Service	\$4,490,497
Audit	\$16,000

RESTRICTED FUNDS: Subject to the approval of the Board of Mayor and Aldermen.

Contingency	\$25,000
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TOTAL	\$13,229,048
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RESOLVED that this Resolution shall take effect upon its passage.

“Appropriating the sum of \$2,130,115 from Recreation User Charges to the Recreation Division for the Fiscal Year 2014.”

That the sum of Two Million, One Hundred Thirty Thousand, One Hundred Fifteen Dollars (\$2,130,115) from Recreation User Charges to the Recreation Division for the Fiscal Year 2014 be hereby appropriated for operation Expenses as follows:

Salaries and Wages	\$670,494
Line Item Expenses	\$464,750
Capital Outlay	\$8,000

RESTRICTED FUNDS: Subject to the approval of the Finance Officer.

Employee Benefits	\$310,331
Insurance	\$21,000
Debt – Principal and Interest	\$497,540
Audit	\$8,000

RESTRICTED FUNDS: Subject to the approval of the Board of Mayor and Aldermen.

Contingency	\$150,000
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TOTAL	\$2,130,115
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RESOLVED that this Resolution shall take effect upon its passage.

“Appropriating to the Manchester Transit Authority the sum of \$1,080,536 for the Fiscal Year 2014.”

That the sum of One Million, Eighty Thousand, Five Hundred Thirty-Six Dollars (\$1,080,536) is hereby appropriated to the Manchester Transit Authority for the Fiscal Year 2014 to be taken from such unappropriated money as may now be in the City Treasury or may hereafter come into it and the balance by tax upon the estates liable to be taxed in said City and by tax on polls, or from other source shall be appropriated as follows:

RESTRICTED FUNDS: Subject to the approval of the Manchester Transit Authority.

\$1,080,536

RESOLVED that this Resolution shall take effect upon its passage.

“Appropriating to the Manchester School District the sum of \$155,724,449 for the Fiscal Year 2014.”

That the sum of One Hundred Fifty-Five Million, Seven Hundred Twenty-Four Thousand, Four Hundred Forty-Nine Dollars (\$155,724,449) is hereby appropriated to the Manchester School District for the Fiscal Year 2014 to be taken from such unappropriated money as may now be in the City Treasury or may hereafter come into it and the balance by tax upon the estates liable to be taxed in said City and by tax on polls, or from other source shall be appropriated as follow:

RESTRICTED FUNDS: Subject to the approval of the City of Manchester Board of School Committee.

\$155,724,449

RESOLVED that this Resolution shall take effect upon its passage.

“Appropriating all Incremental Meals and Rooms Tax Revenue Received by the City in the Fiscal Year 2014 and held in the Civic Center Fund, for the payment of the City’s Obligations in Said Fiscal Year under the Financing Agreement.”

WHEREAS, IN ACCORDANCE WITH THE New Hampshire Revised Statutes Annotated, the Board of Mayor and Aldermen established on the books of the City the Civic Center Fund; and

WHEREAS, Meals and Rooms Tax Revenue, in excess of \$454,927 in each year, paid to the City by the State of New Hampshire in accordance with RSA 78-A shall be held in the Civic Center Fund to pay the City’s share of the costs of constructing the Manchester Civic Center; and

WHEREAS, in accordance with the terms of the Financing Agreement between the City and the Manchester Housing and Redevelopment Authority dated as of March 1, 2000 (the “Financing Agreement”), the City must appropriate funds held in the Civic Center Fund to meet its obligations under the Financing Agreement;

NOW, THEREFORE, be it resolved as follows:

That all Incremental Meals and Rooms Tax Revenue received by the City in the Fiscal Year 2014 and held, in the Civic Center Fund, is hereby appropriated for the payment of the City’s obligations in said fiscal year in accordance with the terms of the Financing Agreement.

RESOLVED that this Resolution shall take effect upon its passage.

“Appropriating to the Manchester Airport Authority the sum of \$47,887,649 from Special Airport Revenue Funds for the Fiscal Year 2014.”

That the sum of Forty-Seven Million, Eight Hundred Eighty-Seven Thousand, Six Hundred Forty-Nine Dollars (\$47,887,649) from Special Airport Revenue funds shall be hereby appropriated to the Manchester Airport Authority for the Fiscal Year 2014 as follows:

Salaries and Wages	\$5,680,000
Line Item Expenses	\$18,295,100
Capital Outlay	\$306,250

RESTRICTED FUNDS: Subject to the approval of the Finance Officer.

Employee Benefits	\$2,827,499
Debt – Principal and Interest	\$20,535,000
Debt – Bond Financing	\$75,000
Audit	\$50,000
Insurance	\$118,800

TOTAL	\$47,887,649
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RESOLVED that this Resolution shall take effect upon its passage.

“Appropriating to the Manchester School Food and Nutrition Services Program the sum of \$5,796,000 from School Food and Nutrition Services Revenues for the Fiscal Year 2014.”

That the sum of Five Million, Seven Hundred Ninety-Six Thousand Dollars (\$5,796,000) from School Food and Nutrition Services revenues shall hereby be appropriated to the Manchester School Food and Nutrition Services program for the Fiscal Year 2014 as follows:

RESTRICTED FUNDS: Subject to the approval of the Manchester Board of School Committee.

\$5,796,000

RESOLVED that this Resolution shall take effect upon its passage.

“Raising Monies and Making Appropriations of \$134,970,938 for the Fiscal Year 2014.”

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That the sum of One Hundred Thirty-Four Million, Nine Hundred Seventy Thousand, Nine Hundred Thirty-Eight Dollars (\$134,970,938) plus the County Tax be taken from such unappropriated money as may now be in the City Treasury or may hereafter come into it, and the balance by tax upon the estates liable to be taxed in said City and by tax on polls, or from other source, shall be appropriated as follows:

General Government - Agencies

Aldermen	\$70,000
Assessors	\$603,245
City Clerk	\$984,852
Economic Development Office	\$202,506
City Solicitor	\$1,275,623
Finance Department	\$946,576
Information Systems	\$1,456,980
Mayor	\$228,243
Youth Services	\$579,915
Human Resources	\$702,881
Planning & Community Development	\$1,956,101
Facilities Division	\$6,270,996
Tax Collector	\$489,389
Fire Department	\$19,136,816
Police Department	\$21,218,548
Health Department – City	\$1,403,239
Health Department – School	\$1,366,418
Highway Department	\$16,294,576
Welfare Department	\$1,018,059
Parks and Recreation Division	\$3,072,349
Library	\$1,984,814
Senior Services	\$239,247
Central Fleet Management	\$2,933,489
Subtotal Agencies:	\$84,434,862

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“Raising Monies and Making Appropriations of \$134,970,938 for the Fiscal Year 2014.”

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General Government - Non-Departmental Items

Health Insurance	\$7,778,880
Health Insurance Reserves	\$0.00
Dental Insurance	\$694,354
Life Insurance	\$71,061
Disability Insurance	\$60,413
Workers Compensation – Salary	\$584,000
Workers Compensation – Medical	\$1,800,000
Casualty & General Liability	\$947,131
Fire Retirement	\$4,780,358
Police Retirement	\$4,316,778
City Retirement	\$5,794,762
FICA	\$2,912,998
Unemployment	\$50,000
Tuition Reimbursement	\$50,000
Severance Pay	\$0.00
Street Lighting	\$1,394,044
Contingency/Salary Adjustment	\$399,839
Civic Contributions and Programs	\$143,514
Southern NH Planning Commission	\$68,434
Manchester Public Television	\$447,862
Community Improvements	\$0.00
Employees Medical Services	\$40,000
Maturing Debt	\$11,926,329
Interest on Maturing Debt	\$6,275,319
<i>Subtotal Non-Departmental</i>	\$50,536,076
GRAND TOTAL (Agencies and Non-Departmental)	\$134,970,938

RESOLVED that this Resolution shall take effect upon its passage.

“Appropriating to the Central Business Service District the sum of \$258,000 from Central Business Service District Funds for the Fiscal Year 2014.”

That the sum of Two Hundred Fifty-Eight Thousand Dollars (\$258,000) from Central Business Service District funds shall be hereby appropriated to the Central Business Service District for the Fiscal Year 2014 as follows:

RESTRICTED FUNDS: Subject to the approval of the Planning Director.

Expenses	\$258,000
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TOTAL	\$258,000
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RESOLVED that this Resolution shall take effect upon its passage.

WHEREAS, The establishment of Central Business Service Districts are authorized under provision of RSA 31:120 through RSA 31:125; and

WHEREAS, The Board of Mayor and Aldermen have further authorized the establishment of such districts and has set forth procedures for the same in Chapter 37 of the Code of Ordinance; and

WHEREAS, The Board of Mayor and Aldermen, after consultation with and on the recommendation of an Advisory Board of owners and tenants within the proposed District, find that a Central Business Service District should be continued:

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN:

THAT, The recommended boundaries of the District within which services will be provided and assessments made on the property are:

Beginning at a point at the intersection of River Road and west North Street; thence easterly along West North Street and continuing along North Street to Bay Street; thence southerly along Bay Street to Sagamore Street; thence along Sagamore Street to a point at the rear property line of property at 1631 Elm Street (Rite-Aid); thence generally southerly along the rear property line of property at 1631 Elm Street (Rite-Aid) to Pennacook Street; thence westerly along Pennacook Street to an alley – Elm Street East Back; thence southerly along Elm Street East Back Alley to Blodgett Street; thence westerly along Blodgett Street to an alley – Elm Street East Back; thence southerly along Elm Street East Back Alley to Brook Street; thence easterly along Brook Street to Temple Court;

“Continuation of the Central Business Service District.”

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thence southerly along Temple Court to Harrison Street;
thence westerly along Harrison Street to the rear of the building at
1415 Elm Street (the “Sears Building” so-called);
thence southerly along the rear of the building at 1415 Elm Street
(the “Sears Building” so-called) to Prospect Street;
thence continuing southerly along the rear property line of 1331-
1375 Elm Street to Myrtle Street;
thence continuing southerly along an alley – North Church Street
to Orange Street;
thence easterly along Orange Street to Chestnut Street;
thence southerly along Chestnut Street to Bridge Street;
thence easterly along Bridge Street to Pine Street;
thence southerly along Pine Street to Manchester Street;
thence westerly along Manchester Street to Chestnut Street;
thence southerly along Chestnut Street to Auburn Street;
thence westerly along Auburn Street to Willow Street
thence southerly along Willow Street to Valley Street
thence easterly along Valley Street to Elm Street.
thence southerly along Elm Street, including only those properties
with a border on Elm Street, to Queen City Avenue
thence westerly along the middle of Queen City Avenue to the
Queen City Bridge
thence northerly along the Merrimack River to the existing CBSD
border at the “Trestle Bridge”
thence northerly along the Merrimack River to the Amoskeag
Dam;
thence easterly from the Amoskeag Dam on a line extending to
River Road;
thence northerly along River Road to West North Street; said point
also being the point of beginning.

THAT,

The District is to include all properties within the described
boundaries.

“Continuation of the Central Business Service District.”

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THAT, That the assessed values of the properties for purposes of assessments be established in accordance with the property tax maps and records as maintained by the Board of Assessors.

THAT, Services to be provided within the District consist of daily cleaning, maintenance and inspection of incidental repairs within the right-of-way in the District and such other services as determined by the Advisory Board.

THAT, The special district assessment for Fiscal Year 2014 shall be established in the fall of 2013 by the Assessor’s Office at a rate sufficient to raise the approved budget of \$258,000.

THAT, The special District assessment shall be made against the owners of all commercial, all industrial and residential properties of five units or more, (excluding multi-unit condominium properties).

RESOLVED that this Resolution shall take effect upon its passage.

“Authorizing the Finance Officer to transfer \$130,431 from the Special Revenue Reserve Account to the Parking Division in Fiscal Year 2013 to reimburse the Parking Division for Fiscal Year 2014 debt service associated with the Hampshire Plaza parking garage.”

WHEREAS, the Board of Mayor and Aldermen wish to reimburse the Parking Division for Fiscal Year 2014 debt service associated with the Hampshire Plaza parking garage; and

WHEREAS, there are sufficient funds available in the Special Revenue Reserve Account (#0101C13216) to fund a reimbursement of One Hundred Thirty Thousand, Four Hundred Thirty-One Dollars (\$130,431) in Fiscal Year 2014; and

NOW THEREFORE BE IT RESOLVED, that the Board of Mayor and Aldermen hereby authorize the Finance Officer to reimburse the Parking Division for Fiscal Year 2014 debt service associated with the Hampshire Plaza parking garage from the following source:

Special Revenue Reserve Account (#0101C13126)	\$130,431
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RESOLVED that this Resolution shall take effect upon passage.

“Authorizing the Finance Officer to utilize surplus funds from the Fiscal Year 2013 budget to fund a prepayment of \$750,000 for Fiscal Year 2014 City pension costs.”

WHEREAS, the Board of Mayor and Aldermen wish to prepay Seven Hundred Fifty Thousand Dollars (\$750,000) of City pension costs for Fiscal Year 2014; and

WHEREAS, there are sufficient funds available in the Fiscal Year 2013 budget surplus to fund a prepayment of Seven Hundred Fifty Thousand Dollars (\$750,000) for Fiscal Year 2014 pension costs; and

NOW THEREFORE BE IT RESOLVED, that the Board of Mayor and Aldermen hereby authorize the Finance Officer to prepay Seven Hundred Fifty Thousand Dollars (\$750,000) of Fiscal Year 2014 pension costs from the following source:

Fiscal Year 2013 Budget General Fund Surplus	\$750,000
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RESOLVED that this Resolution shall take effect upon passage.

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 Forty Two Thousand Dollars (\$42,000) for the FY 2013 CIP 810713 Second St. Corridor Grant.”

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 \$42,000 from the NH Housing Finance Authority to complete a planning study in the Second Street Corridor area;

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

By adding:

FY 2013 CIP 810713-Second St. Corridor Grant- \$42,000 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 utilize \$250,000 from the Special Revenue Account to pay Sun Gard Public Sector"

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

SECTION 1. Authorize the Finance Office to utilize \$250,000 from the Special Revenue Account to pay Sun Gard Public Sector in connection with the Amendment to the Software License and Software Agreement. The \$250,000 will be restored to the Special Revenue Account if and when a bond is issued for a new ERP system.

SECTION 2. 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	Program Initiation	<input type="text" value="3/19/13"/>
2	Program Completion	<input type="text" value="6/30/14"/>
3		
4		
5		
		<input type="text" value="6/30/2014"/>

Line Item Budget

	OTHER			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="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
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="\$42,000.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$42,000.00"/>
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="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
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="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
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="\$42,000.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$42,000.00"/>

Revisions

Comments: