

AGENDA

COMMITTEE ON COMMUNITY IMPROVEMENT

October 20, 2009

Aldermen Garrity, Gatsas,
Shea, O'Neil, Smith

5:15 PM

Aldermanic Chambers
City Hall (3rd Floor)

1. Chairman Garrity calls the meeting to order.
2. The Clerk calls the roll.
3. Communication from Ruth Hall, Supervising Attorney at Community Legal Services Inc., requesting funds in the amount of \$3,500 to be used for purchasing a needed laptop and printer for a Manchester-based Hillsborough County clinic.
(Note: Referred by the Board of Mayor and Aldermen on October 6, 2009.)
Gentlemen, what is your pleasure?
4. Communication from Scott Colby, President of the Board of Directors for New Horizons, in support of the funding request of the fiscal agent of the Manchester Continuum of Care's (MCOC) Homeless Healthcare Center.
(Note: On October 6, 2009 the BMA voted to approve the request from United Way for \$62,500 from the City to create a Homeless Services Center.)
A motion is in order to receive and file.
Gentlemen, what is your pleasure?
5. Amending Resolution and budget authorization providing for the acceptance of funds in the amount of \$1,600,000 for the McIntyre Ski Lodge Reconstruction Project.
Gentlemen, what is your pleasure?
6. Amending Resolution and budget authorization providing for the acceptance of grant funds in the amount of \$1,000 from the US Department of Health and Human Services for CIP project #214509 – Homeless Healthcare – American Recovery & Reinvestment Act.
Gentlemen, what is your pleasure?

7. Amending Resolution and budget authorization providing for the acceptance of funds in the amount of \$380,937 from the US Department of Justice for CIP project #412410 – COPS Child Sexual Predator Program.
Gentlemen, what is your pleasure?
8. Amending Resolution and budget authorization providing for the acceptance of grant funds in the amount of \$153,403 from the US Department of Justice for CIP project #410510 – Justice Assistance Grant. As part of this grant the City will enter into a Memorandum of Understanding
Gentlemen, what is your pleasure?
9. Communication from Leon LaFreniere, Director of Planning & Community Development, requesting on behalf of Brandy Stanley that the administration of the CIP project #712610 – 2 Line Drive Parking Lot Construction be transferred from the Finance Department to the Highway Department.
Gentlemen, what is your pleasure?
10. Communication from Leon LaFreniere, Director of Planning & Community Development, requesting on behalf of MHRA a discussion of the policy relating to the terms established for the appropriation of HOME Funds for their South Porter Street Project.
Gentlemen, what is your pleasure?
11. Communication from Leon LaFreniere, Director of Planning & Community Development, requesting CIP project #611509 Angie's Place and CIP project #611609 be extended until November 15, 2009 allowing for final payment of both projects.
Gentlemen, what is your pleasure?
12. Communication from Leon LaFreniere, Director of Planning & Community Development, requesting that the committee enter into a non-public session to discuss property acquisitions as part of the Neighborhood Stabilization Program.
A motion would be in order to enter non-public session under the provisions of RSA 91-A:3(II)(d).

A roll call vote is required on the motion.

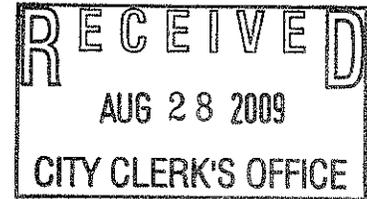
TABLED ITEM

A motion is in order to remove this item from the table.

13. Discussion relative to CIP bond projects.
(Note: Report attached from William Sanders, Finance. Communication from Leon LaFreniere, Planning & Community Development, identifying the source of funding for Hackett Hill Development Project CIP # 650300. Report of the Committee on Joint School Buildings attached as per the Committee on 3/31/09. Communication from Pam Goucher, Planning & Community Development, with updated project balances on 4/10/09 and also identifying CIP Project #510807 as available for transfer to contingency. Item tabled 2/17/09. Finance Officer to provide an update.)

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

Community Legal Services Inc.
P.O. Box 242
Union, N.H. 03887
603-473-2002
www.nhcommunitylegal.com



Board of Mayor and Aldermen
City Clerk Matthew Normand
1 City Hall Plaza
Manchester, N.H.

In board of Mayor and Aldermen
Date: 10|6|09 On Motion of Ald. Garrity
Second by Ald. DeVries
Voted to refer to Committee on
Community Improvement
Matthew Normand
City Clerk

August 26, 2009

Re: Outside Agency budget request

Dear Board of Mayor and Aldermen:

Community Legal Services Inc. (CLS) is a non-profit entity dedicated to providing very low cost legal services to New Hampshire residents. We incorporated in the Spring of 2005 and opened our doors that fall. In the three years since we opened we have served over two hundred New Hampshire citizens who were experiencing legal problems. While many people utilize only one appointment with CLS, an equal number return for second, third, or fourth appointments with one of our NH attorneys. A number of those citizens are from Manchester, and we are asking for direct support to enable us to better serve this area- which soon to have its own CLS clinic on Monday evenings.

You can review our program at www.nhcommunitylegal.com. Briefly, CLS offers what is known as "unbundled" legal services, also called limited representation. It can be thought of as law a la carte, with the CLS consumer paying a small user fee for legal advice, case management, paperwork, or court appearances. It's a pay-as-you-go system, but our ability to serve is severely limited by the very reasonableness of our fees. It's extremely difficult to find attorneys to work for 10% of their usual pay! And, the biggest current challenge faced by CLS is getting out the word that we exist.

We have recently resumed our weekly Rochester legal clinic, and will be setting up and running other clinics staffed by CLS attorneys. As mentioned above, we plan on running our legal clinic in Manchester on Monday nights (although that is subject to space availability). As we are internet based, we only need an internet connection, a "thin" notebook computer, and a printer to be fully functional in any location. While some attorneys donate the use of their own laptops, the best practice is for CLS to utilize

standardized equipment at each location, which minimizes connection and printing problems.

We are asking the City of Manchester for the sum of \$3500.00, to be used for purchasing a needed laptop and printer for a Manchester-based Hillsborough County clinic, as well as for advertising dollars to publicize the program.

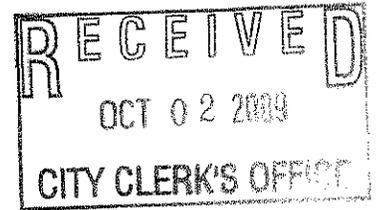
CLS would enjoy the opportunity to make a presentation to the Board of Mayor and Aldermen, and then to any appropriate committee, at whatever date is convenient for those bodies.

We can be reached at our primary number of 472-2002, or you also can reach me at 473-2222. Thanks for your time and attention.

Sincerely,

A handwritten signature in cursive script that reads "Ruth Hall".

Ruth Hall
Supervising Attorney



October 2, 2009 SOUP KITCHEN • FOOD PANTRY • SHELTER

Alderman Michael Garrity
Chair, Community Improvement Committee
Board of Alderman
City of Manchester
1 City Hall Plaza
Manchester, NH 03101

RE: Homeless Services Center Funding – Central Street Location

Dear Alderman Garrity:

We are writing this letter in support of the funding request of the fiscal agent of the Manchester Continuum of Care's ["MCoC"] Homeless Services Center ["HSC"]. We understand the funds requested would be used to perform certain upgrades to the Central Street location which will house the HSC on a temporary basis. These upgrades are required in order to receive an occupancy permit from the City for this location.

As you may be aware, the City, in partnership with the Chamber of Commerce, the MCoC, Heritage United Way and many other interested community organizations embarked on a plan to open an HSC over one year ago. Through months of hard work, planning and the generous offer of Reverend Craig Everett of Helping Hands to act as the HSC's initial managing partner and temporarily house the HSC, this concept is on the cusp of becoming reality.

The plan of the MCoC is to allow for the development of the program at the Central Street location on a temporary basis, not more than five (5) years and as stated above, initially it would be under the management of Helping Hands. As Central Street is a temporary location, the HSC will be moving and it is expected that it would one day be housed at or in closer proximity to New Horizons with New Horizons assuming the role of managing partner for this important MCoC initiative.

New Horizons fully supports the roadmap put forth by the parties involved in this project. In an effort to demonstrate its support, at its May, 2009 meeting, the New Horizons Board of Directors adopted a formal position in support of the HSC and the potential to assume the role of managing partner within five years. In addition, in June of this year, the Board of Directors authorized funding of 50% of the HSC director position. These actions demonstrate New Horizons' commitment to working with its partners in the MCoC to help make this HSC a reality.

199 Manchester Street, PO Box 691 • Manchester, New Hampshire 03105-0691
Telephone: (603) 668-1877 • Fax: (603) 668-2578
www.newhorizonsformh.org

Helping those in need to become self sufficient!

4-1

We respectfully ask the Community Improvement Committee of the Manchester Board of Alderman to authorize the funding request by the HSC's fiscal agent for the needed upgrades to the Central Street location which will temporarily house this worthy program.

We would be pleased to answer any questions you may have and if you would like, we would welcome the opportunity to come before the Committee to offer additional details on the vision for this program.

Please feel free to contact Fred Robinson, Executive Director for New Horizons at 668-1877 or me at 663-6383 with any questions or comments.

Thank you in advance for your consideration of this request.

Very truly yours,



Scott G. Colby
President, Board of Directors
New Horizons for New Hampshire, Inc.

Cc: Patrick Tufts, Heritage United Way
Rev. Craig Everett, Helping Hands
Fred Robinson, New Horizons for New Hampshire
Roy Tilsley, Board of Directors, New Horizons for New Hampshire
Mike Tessier, Board of Directors, New Horizons for New Hampshire

City of Manchester New Hampshire

In the year Two Thousand and Nine

A RESOLUTION

“Amending the FY 2010 Community Improvement Program authorizing and appropriating funds in the amount of One Million Six Hundred Thousand Dollars (\$1,600,000) for the FY 2010 CIP 511310 McIntyre Ski Lodge Reconstruction Project.”

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 2010 CIP as contained in the 2010 CIP budget; and

WHEREAS, Table 4 contains all sources of General Obligation Bond funds to be used in the execution of projects; and

WHEREAS, the BMA desires to fund the cost of building demolition and construction of a new McIntyre Ski Area lodge;

NOW, THEREFORE, be it resolved that the 2010 CIP be amended as follows:

By adding:

FY2010 CIP 511310 – McIntyre Ski Lodge Reconstruction Project - \$1,600,000 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	
2	Project Completion	10/21/09
3		9/30/10
4		
5		

Expected Completion Date:

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	\$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	\$300,000.00	\$0.00	\$0.00	\$300,000.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$1,300,000.00	\$0.00	\$0.00	\$1,300,000.00
Other	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL	\$1,600,000.00	\$0.00	\$0.00	\$1,600,000.00

Revisions

COMMENTS:

City portion of project for construction, demolition, and building of new Ski Lodge.



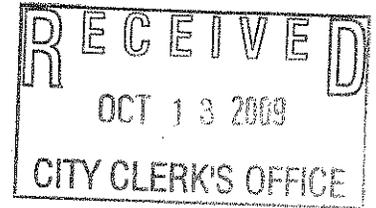
CITY OF MANCHESTER
PLANNING AND COMMUNITY DEVELOPMENT

Planning and Land Use Management
Building Regulations
Community Improvement Program
Zoning Board of Adjustment

Leon L. LaFreniere, AICP
Director

Pamela H. Goucher, AICP
Deputy Director - Planning & Zoning

Matthew M. Sink
Deputy Director - Building Regulations



Memo to: Members of the Committee on Community Improvement Program
From: Leon L. LaFreniere, AICP
Director of Planning and Community Development
Date: October 13, 2009
Subject: Health Department – CIP #214509 – Homeless Healthcare – American Recovery & Reinvestment Act

The Health Department has notified us that the City has been approved to receive additional grant funds totaling \$1,000 from the United States Department of Health and Human Services Health Resources and Services Administration. These funds will be used to provide health services to homeless persons in Manchester. As such, we have prepared the appropriate Amending Resolution and budget authorization forms necessary for the continued operation of the program.

Your review of these documents and a recommendation for approval to the full Board is respectfully requested.

Attachments:

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="3/27/2009"/>
2	Program Completion	<input type="text" value="3/26/2011"/>
3		
4		
5		

Expected Completion Date:

Line Item Budget

	FEDERAL			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="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
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="\$124,792.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$124,792.00"/>
TOTAL	<input type="text" value="\$124,792.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$124,792.00"/>

Revisions

COMMENTS: Program initiation and completion dates determined by the grantor. City will receive reimbursement for expenses prior to date of execution for agreement. Funds received from the United States Department of Health and Human Services Health Resources and Services Administration.

6-2

City of Manchester New Hampshire

In the year Two Thousand and Nine

A RESOLUTION

“Amending the FY 2009 Community Improvement Program, authorizing and appropriating funds in the amount of One Thousand Dollars (\$1,000) for the FY 2009 CIP 214509 Homeless Health Care – American Recovery & Reinvestment Act 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 2009 CIP as contained in the 2009 CIP budget; and

WHEREAS, Table 1 contains all sources of State, Federal and Other 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 \$1,000 from the U.S. Department of Health and Human Services Health Resources and Services Administration to implement health care services for homeless persons in Manchester;

NOW, THEREFORE, be it resolved that the 2009 CIP be amended as follows:

By increasing:

FY 2009 CIP 214509 Homeless Health Care – American Recovery & Reinvestment Act Program
- \$1,000 Federal
(from \$123,792 to \$124,792)

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



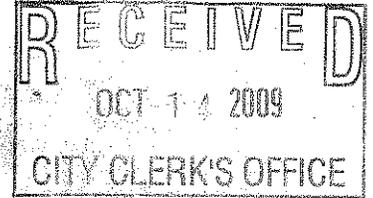
CITY OF MANCHESTER
PLANNING AND COMMUNITY DEVELOPMENT

Planning and Land Use Management
Building Regulations
Community Improvement Program
Zoning Board of Adjustment

Leon L. LaFreniere, AICP
Director

Pamela H. Goucher, AICP
Deputy Director - Planning & Zoning

Matthew M. Sink
Deputy Director - Building Regulations



Memo to: Members of the Committee on Community Improvement Program

From: Leon L. LaFreniere, AICP ^{sw} *ref.*
Director of Planning and Community Development

Date: October 14, 2009

Subject: Police Department – CIP #412410 – COPS Child Sexual Predator Program

The Police Department has notified us that the City has received funding from the United States Department of Justice totaling \$380,937 to pay the salaries and benefits of two Police Officers for two years to implement the Child Sexual Predator Program. Funding will also be used to pay Probation and Parole officers to conduct sex offender compliance checks as well as reimbursement travel associated with training and equipment.

As such, we have prepared the appropriate CIP Amending Resolution and Budget Authorization Form necessary for program initiation.

Your review of these documents and a recommendation for approval to the full Board is respectfully requested.

Attachments:

7-1

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="10/1/2009"/>
2	Program Completion	<input type="text" value="9/30/2011"/>
3		
4		
5		

Expected Completion Date:

Line Item Budget

	FEDERAL			TOTAL
Salaries and Wages	\$225,876.00	\$0.00	\$0.00	\$225,876.00
Fringes	\$108,850.00	\$0.00	\$0.00	\$108,850.00
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	\$3,000.00	\$0.00	\$0.00	\$3,000.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$43,211.00	\$0.00	\$0.00	\$43,211.00
TOTAL	\$380,937.00	\$0.00	\$0.00	\$380,937.00

Revisions

COMMENTS

Board authorization 10/20/2009, grant allows for reimbursement beginning 10/01/2009. Funding for equipment will be used for the purchase of two computers. Funding for the Other line item will be used for travel associated with training (\$9,560), printing (\$1,000) and Probation and Parole Officers for sex offender compliance checks (\$32,651)

City of Manchester New Hampshire

In the year Two Thousand and Nine

A RESOLUTION

“Amending the FY 2010 Community Improvement Program, authorizing and appropriating funds in the amount of Three Hundred Eighty Thousand Nine Hundred Thirty Seven Dollars (\$380,937) for the FY 2010 CIP 412410 COPS Child Sexual Predator 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 2010 CIP as contained in the 2010 CIP budget; and

WHEREAS, Table 1 contains all sources of State, Federal and Other 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 \$380,937 from the United States Department of Justice for the implementation of the COPS Child Sexual Predator Program;

NOW, THEREFORE, be it resolved that the 2010 CIP be amended as follows:

By adding:

FY 2010 CIP 412410 – COPS Child Sexual Predator Program - \$380,937 Federal

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



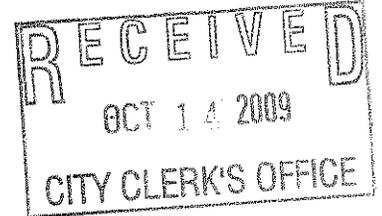
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Matthew M. Sink
Deputy Director - Building Regulations



Memo to: Members of the Committee on Community Improvement Program
From: Leon L. LaFreniere, AICP 
Director of Planning and Community Development
Date: October 14, 2009
Subject: Police Department – CIP #410510 – Justice Assistance Grant

The Police Department has notified us that the City has received a grant from the United States Department of Justice totaling \$153,403 to purchase equipment for law enforcement functions. As the fiscal agent for this grant, the City of Nashua's Police Department will also distribute funding to four other Police Departments including Manchester. Manchester's portion of this grant is \$153,403. \$100,000 of this funding was approved as a part of the 2010 CIP. As a part of this grant, the City of Manchester will enter into a Memorandum of Understanding with the City of Nashua.

As such, we have prepared the appropriate CIP Amending Resolution and Budget Authorization Form necessary for program initiation.

Your review of these documents and a recommendation for approval to the full Board is respectfully requested.

Attachments:

8-1

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="10/1/2009"/>
2	Program Completion	<input type="text" value="9/30/2012"/>
3		
4		
5		

Expected Completion Date:

Line Item Budget

	FEDERAL			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	\$153,403.00	\$0.00	\$0.00	\$153,403.00
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	\$153,403.00	\$0.00	\$0.00	\$153,403.00

Revisions

Revision 1 - Budget increased from \$100,000 to \$153,403 due to the receipt of additional grant funds.

COMMENTS:

Funds received from the United States Department of Justice. Board authorization 10/20/2009, grant allows for reimbursement beginning 10/01/2009. Equipment to be purchased includes: computers, radar units, traffic counters, recording systems, and digital cameras.

City of Manchester New Hampshire

In the year Two Thousand and Nine

A RESOLUTION

"Amending the FY 2010 Community Improvement Program, authorizing and appropriating funds in the amount of Fifty Three Thousand Four Hundred Three Dollars (\$53,403) for the FY 2010 CIP 410510 Justice Assistance 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 2010 CIP as contained in the 2010 CIP budget; and

WHEREAS, Table 1 contains all sources of State, Federal and Other 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 \$53,403 from the United States Department of Justice for the implementation of the Justice Assistance Grant Program;

NOW, THEREFORE, be it resolved that the 2010 CIP be amended as follows:

By increasing:

FY 2010 CIP 410510 – Justice Assistance Grant Program - \$53,403 Federal
(from \$100,000 to \$153,403)

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



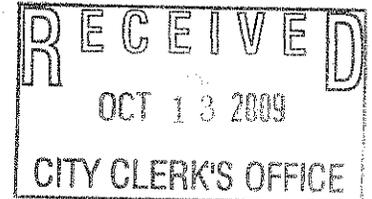
CITY OF MANCHESTER
PLANNING AND COMMUNITY DEVELOPMENT

Planning and Land Use Management
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Community Improvement Program
Zoning Board of Adjustment

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Deputy Director - Planning & Zoning

Matthew M. Sink
Deputy Director - Building Regulations



To: Michael Garrity, Chair
CIP Aldermanic Committee

From: Leon La Freniere, AICP,
Director of Planning & Community Development

Date: October 13, 2009

Subject: CIP 712610 – 2 Line Drive Parking Lot Construction

Brandy Stanley has requested that the administration of this project be transferred from the Finance Department over to the Highway Department. Inasmuch as the Highway Department is overseeing the construction this change is appropriate and will also serve to facilitate the processing of the invoicing as well. The attached revised Budget Authorization reflects the desired change; the Committee's recommendation for approval to the full Board is respectfully requested.

Attachments:

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	7/1/2009
2	Lot Acquisition	9/01/09
3	Begin Construction	10/1/09
4	Complete Construction	12/09
5		

Expected Completion Date:

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	\$150,000.00	\$0.00	\$0.00	\$150,000.00
TOTAL	\$150,000.00	\$0.00	\$0.00	\$150,000.00

Revisions

#1 - Administering department changed from Finance to Highway Department.

COMMENTS:

Highway Department designing and constructing parking lot. "Other" funds to be taken from the Economic Development Reserve "one-time fund."

9-2



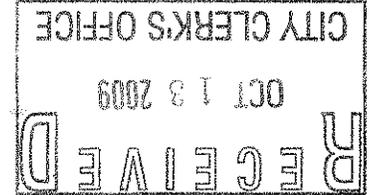
CITY OF MANCHESTER
PLANNING AND COMMUNITY DEVELOPMENT

Planning and Land Use Management
Building Regulations
Community Improvement Program
Zoning Board of Adjustment

Leon L. LaFreniere, AICP
Director

Pamela H. Goucher, AICP
Deputy Director - Planning & Zoning

Matthew M. Sink
Deputy Director - Building Regulations



To: Michael Garrity, Chair
CIP Aldermanic Committee

From: Leon La Freniere, AICP, 
Director of Planning & Community Development

Date: October 13, 2009

Subject: MHRA-South Porter Street Project

The MHRA Staff have respectfully requested that the Committee convene to discuss at its earliest convenience the policy relating to the terms established for the appropriation of HOME Funds for their South Porter Street Project. Consistent with previous funding assistance provided to other City based affordable housing developers Staff had initially proposed a zero percent loan amortized over thirty years with annual payments of either \$2,500 or 25% of the net cash flow whichever is greater (see Attachment). However, given the recent interest demonstrated by the Committee for other CIP Housing Programs brought before the Committee (including a vote to require a review of all First Time Homeowner Program Applications) Staff thought it appropriate to solicit comment from the Committee regarding the proposed terms. As such, we have enclosed the appropriate Section of the proposed agreement that relates to the terms.

Should Committee members have an interest in reviewing the entire agreement we will also have full copies of the agreement available at the meeting or else will be happy to forward a copy upon request prior to the meeting.

Attachments:

10-1

Dick Dunfey
Executive Director



M A N C H E S T E R
HOUSING AND REDEVELOPMENT AUTHORITY

George N. Copadis
Chair
William B. Cashin
Vice-Chair
Fern G. Gelinis
Commissioner
M. Mary Mongan
Commissioner
Marion C. Russell
Commissioner

September 30, 2009

CIP Committee
City of Manchester
One City Hall Plaza
Manchester, NH 03101

ATT: Alderman Garrity, Chairman

RE: South Porter Street Apartments

Dear Alderman Garrity:

As you may recall, on November 25, 2008 the Board of Mayor and Alderman approved a loan of \$200,000 to assist the Manchester Housing and Redevelopment Authority in its construction of 31 units of service assisted elderly housing at 800 South Porter Street. We have been pursuing the development of this project and had scheduled closings for the financing and the acquisition of the site for September 30, 2009. Unfortunately, the closings had to be postponed as we were unable to obtain an executed Subrecipient Agreement and associated loan documents from the City. We understand that the execution of these documents has been delayed because there may be a new policy in practice which requires approval of all loan terms by the CIP Committee prior to execution.

We are extremely eager to close on the financing as soon as possible as we are now faced with rapidly increasing costs due to winter conditions. In addition, the bulk of our financing comes from Section 1602 funds which we are required to close on by October 31, 2009 or risk losing the funding commitment. An additional consideration is that we are required to pay a penalty to the seller of the property for each day the closing is delayed beyond September 30, 2009.

We would greatly appreciate any assistance you might be able to provide in expediting the execution of loan documents with the City. If you could call a meeting of the CIP Committee, it would be our pleasure to discuss this matter with you there. In the meantime, please feel free to contact us if you have any questions.

Sincerely,

MANCHESTER HOUSING AND REDEVELOPMENT AUTHORITY

Dick Dunfey
Executive Director

10-2

157 Chestnut Street, Manchester, New Hampshire 03101-2528
603 624-2029 FAX 603 624-2027 TDD 1 800-545-1833, ext. 590
MHRA complies with the Fair Housing Act and provides accommodations to persons with disabilities. For language assistance: Please contact us for an explanation or more information.



elimination of lead-based paint hazards. Every contract or subcontract, including painting, pursuant to which such Federally assisted construction or rehabilitation is performed, shall include appropriate provisions prohibiting the use of lead-based paint.

29. **OPERATING PROCEDURES.** The Subrecipient agrees to comply in all respects with all of the duties, responsibilities, and requirements imposed by this Agreement, by the City, DHUD, and other agencies of the United States, which are now in existence or may from time to time be promulgated during the term of this Agreement or any extension thereof, and further agrees not to discriminate against any employee, applicant for employment, contractor, applicant for a contract, vendor or prospective vendor, beneficiary or applicant for benefits under the program because of political affiliation. The Subrecipient shall maintain such records including but not limited to property, personnel and financial, as are deemed necessary by the City and DHUD, or the Comptroller General of the United States, or any authorized representative of such agencies, and shall be retained for three (3) years unless permission to destroy them is granted by both the City and DHUD.

30. **FEMALE AND MINORITY PARTICIPATION.** Female and minority participation shall be encouraged in accordance with 92.351 (See Attachment D - Subpart H).

31. **LABOR STANDARDS.** (a) Section 110(a) of the Act contains labor standards that apply to nonvolunteer labor financed in whole or in part with assistance received under the Act. In accordance with section 110(a) of the Act, the Contract Work Hours and Safety Standards Act (40 U.S.C. 327 et seq.) also applies. However, these requirements apply to the rehabilitation of residential property only if such property contains 12 or more units.

(b) The regulations in 24 CFR part 70 apply to the use of volunteers.

(c) Also refer to 92.354 in attachment D - Subpart H.

32. **INSURANCE REQUIREMENTS.** See Attachment F.

33. **TERMS OF REPAYMENT.** The City subsidy to the Assignee shall be in the form of a zero interest loan with a thirty-year term. The annual repayment of principal shall be made annually, no later than October 1st, based on the greater of the following; (i) twenty-five percent (25%) of the net cash flow of the Assignee as determined and calculated by annual audit or (ii) \$2,500, commencing October 1, 2011. Notwithstanding anything to the contrary herein, any principal amount remaining unpaid and all accrued interest thereon after the earlier of (i) THIRTY (30) years from the issuance of a Certificate of Occupancy by the City, as evidence of acceptable completion of construction for which this loan is made, or (ii) April 1, 2040 shall be due and payable. Within thirty days of executing this Agreement or before

requesting the draw down of project funds, whichever comes first, **the Assignee** shall execute a Promissory Note (included as Attachment H) drafted by the City.

34. **EVENTS OF DEFAULT.** Failure of the Subrecipient or its Assignee to meet the requirements included as a part of this agreement shall be considered an event of default in accordance with Section (v) of the Promissory Note (Attachment H).

35. **MATCHING FUNDS.** Matching funds for this project must total not less than twenty-five percent of the HOME funds. Recognition of matching funds and form of matching contribution shall meet the requirements sited under 24 CFR 92.219 – 220.

36. **ENERGY STAR.** The City of Manchester encourages the utilization of the **Energy Star Building Performance Standards.** Whenever possible, all new and gut rehab residential buildings up to three stories shall be designed to meet the standard for Energy Star Qualified New Homes (80 on the Home Energy Rating System Rating Scale). All procedures used for this rating shall comply with National Home Energy Rating system guidelines.

SEP 30 2009

South Porter Elder Housing: Restated Proforma Income & Expense Statement, September 2009

	# Units		Yr														
	Yr 1-10	Yr 11-20	Yr 1	Yr 2	Yr 3	Yr 4	Yr 5	Yr 6	Yr 7	Yr 8	Yr 9	Yr 10	Yr 11	Yr 12	Yr 13	Yr 14	Yr 15
Section 8 PBA IFR	31	31	334,800	343,170	351,749	360,543	369,557	378,795	388,265	397,972	407,921	418,119	428,572	439,287	450,269	461,525	473,064
Commercial (CAM contrib)			1,000	1,020	1,040	1,061	1,082	1,104	1,126	1,149	1,172	1,195	1,219	1,243	1,268	1,294	1,319
Vacancy & Collection	3%	3%	(10,044)	(10,293)	(10,552)	(10,816)	(11,087)	(11,364)	(11,644)	(11,928)	(12,218)	(12,514)	(12,817)	(13,127)	(13,444)	(13,768)	(14,100)
Effective Gross Income			325,756	333,895	342,237	350,788	359,552	368,536	377,744	387,182	396,853	406,771	416,934	427,351	438,020	448,973	460,193
OPERATING EXPENSE																	
Mgt&Admin			41,240	42,271	43,328	44,411	45,521	46,659	47,826	49,021	50,247	51,503	52,783	54,088	55,419	56,766	58,130
Utilities			61,000	62,983	65,029	67,143	69,325	71,578	73,904	76,306	78,786	81,347	83,987	86,701	89,490	92,357	95,203
Maintenance			56,750	58,594	60,499	62,465	64,495	66,591	68,756	70,990	73,297	75,679	78,139	80,688	83,327	86,057	88,778
Tax & Insurance			22,200	23,766	25,379	27,040	28,752	30,514	32,330	34,199	36,125	38,109	39,112	41,157	43,266	45,440	47,680
Total Operating Exp.			211,990	217,614	224,235	231,050	238,093	245,343	252,815	260,517	268,456	276,638	284,982	293,500	302,218	311,138	320,268
Supportive Services: Frail Elders			55,000	56,100	57,222	58,366	59,534	60,724	61,939	63,178	64,441	65,730	67,045	68,386	69,753	71,148	72,571
Replacement Reserve			10,075	10,377	10,689	11,009	11,340	11,680	12,030	12,391	12,763	13,146	13,540	13,946	14,365	14,795	15,239
NET OPERATING INCOME			146,115	151,137	156,324	161,683	167,220	172,938	178,846	184,948	191,252	197,763	203,497	209,398	215,470	221,719	228,148
DEBT SERVICE 1ST TRANCHE			37,758	37,758	37,758	37,758	37,758	37,758	37,758	37,758	37,758	37,758	37,758	37,758	37,758	37,758	37,758
DEBT SERVICE 2ND TRANCHE																	
Net Cash Flow			11,753	12,066	12,334	12,596	12,829	13,031	13,202	13,338	13,438	13,499	13,510	13,532	13,565	13,609	13,654
Subordinate Lender																	
Residual Receipts-Manchester (CIP)			2,933	3,012	3,084	3,149	3,207	3,258	3,300	3,335	3,366	3,375	3,628	3,883	4,141	4,402	4,666
CIP Loan Balance			197,067	194,955	190,972	187,823	184,616	181,358	178,057	174,723	171,361	167,988	164,616	161,243	157,870	154,500	151,137
Residual Receipts- NHHA			5,867	5,984	6,104	6,226	6,350	6,477	6,607	6,739	6,874	7,011	7,151	7,295	7,440	7,589	7,741
NHHA Loan Balance			963,698	951,714	931,611	914,385	899,034	885,557	872,950	861,211	850,326	840,287	831,094	822,747	815,244	808,581	802,651
Owner Distribution			2,933	3,051	3,147	3,221	3,271	3,296	3,295	3,265	3,205	3,113	2,931	2,685	2,455	2,241	2,041
Net Cash Flow			2,933	3,051	3,147	3,221	3,271	3,296	3,295	3,265	3,205	3,113	2,931	2,685	2,455	2,241	2,041
Section 8 PBA IFR			484,890	497,012	509,438	522,174	535,228	548,600	562,324	576,382	590,792	605,561	620,700	636,218	652,123	668,427	685,137
Commercial (CAM contrib)			1,346	1,373	1,400	1,428	1,457	1,486	1,516	1,546	1,577	1,608	1,641	1,673	1,707	1,741	1,776
Vacancy & Collection			(14,547)	(14,910)	(15,283)	(15,665)	(16,057)	(16,458)	(16,870)	(17,291)	(17,724)	(18,167)	(18,621)	(19,087)	(19,564)	(20,053)	(20,554)
Effective Gross Income			471,689	483,475	495,555	507,937	520,628	533,636	546,970	560,637	574,645	589,003	603,720	618,805	634,267	650,115	666,350
OPERATING EXPENSE																	
Mgt&Admin			58,601	59,161	60,344	61,551	62,782	64,038	65,318	66,625	67,957	69,316	70,703	72,117	73,559	75,030	76,531
Utilities			97,132	100,046	103,048	106,139	109,323	112,603	115,981	119,460	123,044	126,736	130,538	134,454	138,487	142,642	146,921
Maintenance			91,365	93,076	95,868	98,744	101,706	104,758	107,900	111,137	114,472	117,906	121,445	125,086	128,839	132,704	136,685
Tax & Insurance			78,986	80,960	82,984	85,059	87,185	89,365	91,599	93,889	96,236	98,642	101,108	103,636	106,227	108,883	111,605
Total Operating Exp.			324,484	333,243	342,244	351,493	360,997	370,763	380,799	391,112	401,710	412,600	423,792	435,293	447,112	459,259	471,742
Supportive Services: Frail Elders			74,023	75,503	77,013	78,554	80,125	81,727	83,362	85,029	86,729	88,464	90,233	92,038	93,879	95,756	97,671
Replacement Reserve			15,697	16,167	16,652	17,152	17,667	18,197	18,742	19,305	19,884	20,480	21,095	21,728	22,379	23,051	23,742
NET OPERATING INCOME			234,765	241,573	248,579	255,788	263,206	270,840	278,695	286,778	295,096	303,656	312,464	321,527	330,854	340,452	350,328
DEBT SERVICE 1ST TRANCHE			37,758	37,758	37,758	37,758	37,758	37,758	37,758	37,758	37,758	37,758	37,758	37,758	37,758	37,758	37,758
DEBT SERVICE 2ND TRANCHE																	
DCR			6,218	6,398	6,584	6,774	6,971	7,173	7,381	7,595	7,816	8,042	8,276	8,516	8,763	9,017	9,278
Net Cash Flow			19,729	20,803	21,887	22,980	24,082	25,192	26,309	27,434	28,564	29,701	30,843	31,989	33,138	34,291	35,445
Subordinate Lender																	
Residual Receipts-Manchester (CIP)			4,932	5,201	5,472	5,745	6,021	6,298	6,577	6,858	7,141	7,425	7,711	7,997	8,285	8,573	8,861
CIP Loan Balance			142,336	137,135	131,663	125,918	119,898	113,600	107,022	100,164	93,033	85,598	77,887	69,890	61,605	53,032	44,171
Residual Receipts- NHHA			7,896	8,054	8,215	8,379	8,547	8,718	8,892	9,070	9,255	9,436	9,625	9,817	10,014	10,214	10,418
NHHA Loan Balance			860,214	852,160	843,945	835,566	827,019	818,302	809,410	800,340	791,089	781,653	772,028	762,210	752,196	741,982	731,564
Owner Distribution			6,901	7,349	7,849	8,201	8,556	8,915	9,278	9,645	10,016	10,391	10,770	11,154	11,543	11,937	12,336
Net Cash Flow			6,901	7,349	7,849	8,201	8,556	8,915	9,278	9,645	10,016	10,391	10,770	11,154	11,543	11,937	12,336



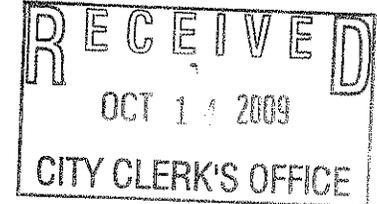
CITY OF MANCHESTER
PLANNING AND COMMUNITY DEVELOPMENT

Planning and Land Use Management
Building Regulations
Community Improvement Program
Zoning Board of Adjustment

Leon L. LaFreniere, AICP
Director

Pamela H. Goucher, AICP
Deputy Director - Planning & Zoning

Matthew M. Sink
Deputy Director - Building Regulations



To: Michael Garrity, Chair
CIP Aldermanic Committee

From: Leon La Freniere, AICP,
Director of Planning & Community Development

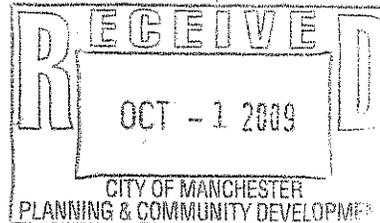
Date: October 13, 2009

Subject: New Horizons Emergency Shelter Grants

In FY 2009 New Horizons received HUD Emergency Shelter Grant Funds for operational expenses for Angie's Place and for their shelter on Manchester Street with an expectation that the funds would be expended by the end of that fiscal year. For various reasons New Horizons did not submit applications for reimbursements for the full amount of funds allocated for each project by June 30th therefore the authorization for expenditure lapsed. Per the attached letter they are now requesting consideration for project extensions for both projects in order to totally expend the original appropriations.

As such, the Committee is respectfully requested to make a recommendation to the full Board to approve a project extension for both CIP 611509 Angie's Place and CIP 611609 New Horizons Operational Expenses until 11/15/2009 allowing for final payments for both projects.

Attachments:



SOUP KITCHEN • FOOD PANTRY • SHELTER

Mr. Samuel Maranto, Manager
Community Improvement Program
One City Hall Plaza
Manchester, NH 03101-2018

September 29, 2009

Dear Mr. Maranto:

I am writing to request a revision be allowed for additional time to submit payment requests for CIP ESG Grant 611609 for Operational Expenses in the amount of \$3,750 and for CIP ESG Grant 611509 for Shelter Staffing in the amount of \$1,360.

The payment requests for these grants were delayed because the staff person who submits the invoices was out of work because of medical issues and rehabilitation due to knee replacement surgery. The individual filling in was not aware of the date for submittal of the invoices and they were not submitted until after the end of the fiscal year.

Your consideration of this request is appreciated.

Sincerely,

Fred Robinson



Executive Director

11-2
199 Manchester Street, PO Box 691 • Manchester, New Hampshire 03105-0691
Telephone: (603) 668-1877 • Fax: (603) 668-2578
www.newhorizonsfornh.org

Helping those in need to become self sufficient!



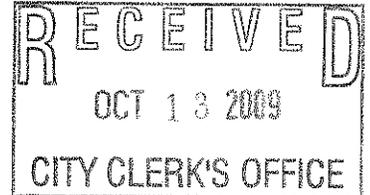
CITY OF MANCHESTER
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Leon L. LaFreniere, AICP
Director

Pamela H. Goucher, AICP
Deputy Director - Planning & Zoning

Matthew M. Sink
Deputy Director - Building Regulations



To: Michael Garrity, Chair
CIP Aldermanic Committee

From: Leon La Freniere, AICP,
Director of Planning & Community Development

Date: October 13, 2009

Subject: NSP Property Acquisition

We have been advised by a seller's agent that the owner of a property that the Committee has discussed purchasing will accept the City's offer (99% of appraised value). As such, we are requesting the Committee go into a non-public session to discuss this matter upon completion of all other business on the CIP Agenda.

12

2/17/09 Tabled



*William E. Sanders
Finance Officer*

CITY OF MANCHESTER
Finance Department

February 11, 2009

Committee on Community Improvement
C/O Matthew Normand
One City Hall Plaza
Manchester, NH 03101

Re: Summary of CIP Bond Balances

Dear Honorable Committee Members:

As requested, attached is a summary of open CIP bond balances as of February 10, 2009. The first two pages summarize the unencumbered bond balance for each project and the Department's assessment of amounts available for reallocation. The remaining schedules comprise the input received from Department Heads.

Also attached as the last schedule is a summary of amounts due and received for federal (FEMA) and state portions for rain events in 2006 and 2007. Not included in the attached material is the fiscal 2010 \$6 million unissued bond for vehicle replacement.

Respectfully Submitted,

William E. Sanders
Finance Officer

Attachment

cc: Pam Goucher
Samuel Maranto

13-1

CIP Projects - Bonds

Dept	Project #	Project Year	Project Description	Remaining Balance	Dept Head Assessment for Reallocation	Comments
Facilities	341888	1998	City Hall Security/Audio/Visual	77.04	77.04	
Facilities	712107	2007	Municipal Facilities Improvements	35,852.83	-	Funds to be used 2/09-11/09
Facilities	810209**	2009	Strategic Planning for Facilities	1,000,000.00	-	\$400,000 - Police vehicles, \$500,000 - Toters, \$100,000 - Strategic Plan
Facilities	811203	2003	City Space Improvements	1,700.00	1,700.00	
Facilities	8112B3	2003	City Space Improvements	1,066.19	1,066.19	
Facilities	811405	2005	Building Improvements	41,015.96	-	Funds to be used 2/09-11/09
Fire	411304	2004	Facility/Equipment Improvements	8,022.04	-	Requested BMA to purchase 2 Breathing Apparatus'
Fire	411609**	2009	Police Portable Radio Replacement	9.57	9.57	
Fire	411709**	2009	SCBA Update & Replacement	197,225.00	-	80/20 match for AFG Grant
Highway	370795	1995	Sanitary Landfill Closure	88,376.02	-	Ongoing groundwater monitoring
Highway	710109	2009	Residential 50/50 Sidewalk	300,000.00	-	Funding to be matched with residents share
Highway	710205	2005	Public Works Infrastructure	-	-	Candia Road reconstruction local match
Highway	710905	2005	Parking & Traffic Improvements	1,019.37	1,019.37	
Highway	711109**	2009	Annual Bridge Rehab Prog - Biron St	29,220.00	-	Preliminary & final design of Biron Bridge
Highway	711209**	2009	Annual ROW Reconstruction Program	1,585,206.67	-	Resurfacing projects including S. Porter/S. Willow & Sundial Ave.
Highway	711507	2007	Annual Bridge Rehab Program	59,887.07	-	Queen City Bridge Joint repair & construction
Highway	711509**	2009	Sidewalk Discretionary Fund	100,000.00	-	Valley Street, Queen City Avenue, Theodore Street & Brook Street
Highway	711607	2007	Annual ROW Reconstruction	590,525.09	-	Gold Street Relocation (\$590,525)
Highway	711609**	2009	Storm Drain Infrastructure	280,622.97	-	Local match for various roads - BMA accepted state portion
Highway	711805	2005	Snow Emergency Strobe Lighting	394.00	394.00	
Highway	711807	2007	PW/Fleet Maintenance Admin	1,972,732.40	-	RFP for design services underway
Highway	711809**	2009	Street Light Safety & Rehab	1,405.00	-	Funds intended for additional downtown electrical receptacles
Highway	711907	2007	Residential 50/50 Sidewalk	5,833.96	5,833.96	
Highway	712009**	2009	Elm Street Mast Arm Replacement	149,961.84	-	Funds to replace mast arms at Merrimack, Hanover & Bridge Streets
Highway	712109**	2009	Traffic Signal Reconstruction	100,000.00	-	Funds to update traffic signals at S. Main and Varney Streets
Highway	713107**	2007	Granite Street Reconstruction - 3	145,623.93	-	Contingency until project closeout later this year
Highway	713206	2006	Street Reconstruction - So. Willow St	35,109.68	-	Funds purposed to be transferred to Candia Road
Highway	810309**	2009	Motorized & Electronic Equip Replacement	16,549.00	-	Funds for equipment replacement
Info Systems	411907	2007	Police/Fire CAD/RMS	2.73	2.73	
Info Systems	820899	1999	Land Management/Mapping/GIS	1,025.89	1,025.89	
Info Systems	810309**	2009	Motorized & Electronic Equip Replacement	37,687.44	-	Network access controls to protect City data
Info Systems	811505	2005	Information/Public Safety Upgrade	3,781.62	-	Project not yet complete, remaining funds for contingency (e.g. fire alarms)
MEDO	613402	2002	Bridge & Elm Development	5,276.62	5,276.62	
Parks	510005	2005	Park Facilities Improvement	32,500.39	-	Funds for completion of Piscataquog Trailway
Parks	510509**	2009	Rockingham Recreational Trail	100,000.00	-	Funds for completion of Rockingham Trailway
Parks	510807	2007	Park Improvement Program	1,227.18	1,227.18	
Parks	510907	2007	Park Improvement Program	79,848.06	-	Funds for completion of Rockingham Trailway
Parks	511603	2003	Recreation Facility Improvements	39,606.94	-	Funds for completion of Piscataquog Trailway
Parks	511605	2005	Veteran Park Memorial	2,115.76	2,115.76	
Parks	511607	2007	Bass Island Stabilization	38,881.97	-	Funds for completion of Bass Island
Parks	511707	2007	Piscataquog River Park Flood Damage	-	-	
Parks	511407	2007	Black Brook Dam Removal	40,000.00	-	Funds for demolition of Black Brook Dam

CIP Projects - Bonds

Dept	Project #	Project Year	Project Description	Remaining Balance	Dept Head Assessment for Reallocation	Comments
Planning	612309**	2009	Neighborhood Revitalization	200,000.00	-	\$100,000 for completion of Kelly Street, \$100,000 for nearby streets
Planning	612407	2007	Neighborhood Revitalization	89,059.20	-	Kelly Street reconstruction
Planning	612503	2003	Visitor's Signage Package	77,573.39	77,573.39	Project on hold due to staffing capacity
Planning	811103	2003	Senior Center	883.91	883.91	
Planning	811502	2002	Municipal Fac Building Acquisition	285.31	285.31	
Planning	830101	2001	City Space Improvements	1,543.32	1,543.32	
			Totals	7,498,735.36	100,034.24	
**Unissued Bond						

FACILITIES DIVISION BOND AND CASH PROJECTS/ OPEN BALANCE REPORT

MUNICIPAL FACILITIES

CIP Res. Date	CIP Project #	Source	Project Name	Revised or Original Allocation	1/31/2009 Expenses to Date	1/31/2009 Open Encumbrances	1/31/2009 Unencumbered Balance	Available? Yes	Timeline
6/4/2002	811203	Bond	City Space Improvements	\$285,000.00	\$283,300.00	\$0.00	\$1,700.00	Yes	
6/4/2002	8112B3	Bond	City Space Improvements	\$30,000.00	\$28,933.81	\$0.00	\$1,066.19	Yes	
6/1/1998	341898	Bond	City Hall Security/Audio/Visual	\$867,500.56	\$847,423.52	\$0.00	\$77.04	Yes	
6/1/2004	811405	Bond	City Building Improvements	\$4,440,000.00	\$4,398,984.04	\$0.00	\$41,015.96	No	2/09 - 11/09
6/12/2006	712107	Bond	Municipal Facilities Improvements	\$838,173.72	\$580,883.89	\$221,437.00	\$35,852.83	No	2/09 - 11/09
5/20/2008	810209	Bond	Strategic Planning for Facilities, Police, Fire, Highway	\$1,000,000.00	\$0.00	\$0.00	\$1,000,000.00	No	
TOTALS				\$7,460,674.28	\$6,139,525.26	\$221,437.00	\$1,079,712.02		

SCHOOL FACILITIES

CIP Res. Date	CIP Project #	Source	Project Name	Original Allocation	1/31/2009 Expenses to Date	1/31/2009 Open Encumbrances	1/31/2009 Unencumbered Balance	Available? Yes/HGF
5/1/2001	811202	Bond	Architecture/Engineer Facilities Capital Planning	\$336,071.33	\$334,224.90	\$0.00	\$1,846.43	Yes/HGF
6/12/2006	310207	Bond	School Facility Improvements - <i>Redacted</i>	\$1,500,000.00	\$1,478,696.30	\$0.00	\$21,303.70	Yes/HGF
TOTALS				\$1,836,071.33	\$1,812,921.20	\$0.00	\$23,150.13	

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FACILITIES DIVISION BOND AND CASH PROJECTS/ OPEN BALANCE REPORT

<u>CIP</u>	<u>Project #</u>	<u>Project Name</u>	<u>Project Intention</u>	<u>Intended Purpose for Balance</u>
	811203	City Space Improvements	Improvements to various City facilities. Library Fire Alarm Installation City Security Measures	Not earmarked
	8112B3	City Space Improvements	Library HVAC Design & Engineering	Not earmarked
	341898	City Hall Security/Audio/Visual	Security Improvements City Hall	Not earmarked
	811405	City Building Improvements	Various improvements to City facilities. Roof Replacements City Security Measures Library HVAC/Facility Improvements Elderly Services Furnishings	Ursula Roofing under construction- \$11,808.34 For Security Improvements - \$156.99 R.Robidas Library Safety Lighting Ready to Bid - \$29,050.63
	712107	Municipal Facilities Improvements	Various improvements to City Buildings	Approved for Ursula Roofing Contingency under construction
	810209	Strategic Planning for Facilities, Police, Fire, Highway	Feasibility analysis & potential design/ construction of combined Police/Fire facility & Highway Recycling Program	Police vehicles (\$400k), single stream recycling tofers (\$500k) and Fire/Police/Highway master planning study (\$100K)

<u>CIP</u>	<u>Project #</u>	<u>Project Name</u>	<u>Project Intention</u>	<u>Intended Purpose for Balance</u>
	811202	Architecture/Engineer Facilities Capital Planning	School Capital Planning & Engineering	School has not earmarked
	310207	School Facility Improvements	Improvements to various school facilities	JSBC approved for Highland GF Open Concept Elimination CIP Committee to approve transfer.

13-5

James A. Burkush
Chief of Department



City of Manchester
Fire Department

TO: William Sanders, Finance Director

FROM: Chief James A. Burkush

DATE: February 2, 2009

RE: Fire Bond Projects

411304 FACILITY/EQUIPMENT IMPROVEMENT-BOND-\$8,022.04

- The current balance is \$8,022.04 and the project is complete. Request to BMA to purchase 2 Self-Contained Breathing Apparatus.

411609 POLICE PORTABLE RADIO REPLACEMENT

- The current balance is \$9.57 and the project is complete.

411709 SCBA UPDATE & REPLACEMENT

- The current balance is \$197,225.00 and there is no activity in this project. The Department has applied for an AFG grant to replace our SCBA's, which has not been awarded at this date and time. The AFG grant is an 80/20 match and the estimated match for the City is \$197,225.00.

HIGHWAY

CIP Projects - Bonds
As of 01/29/2009

Department	Project #	Project Year	Project Description	Original Budget	Expenses to Date	Open Encumbrances	Remaining Balance
Highway	370795	1995	Sanitary Landfill Closure	13,059,932.36	12,969,956.34	1,600.00	88,376.02
Remaining funding to be used for ongoing groundwater monitoring and closure related activities.							
Highway	710109	2009	Residential 50/50 Sidewalk	300,000.00	-	-	300,000.00
Funding to be matched with Residents share for Spring contract for various locations.							
Highway	710205	2005	Public Works Infrastructure	1,700,000.00	1,662,158.80	37,841.20	-
Highway	710905	2005	Parking & Traffic Improvements	280,000.00	278,980.63	-	1,019.37 Available
Highway	711109	2009	Annual Bridge Rehab Program - Biron St	150,000.00	-	120,780.00	29,220.00
Remaining funding to be used on final design of Nazaire Biron Bridge.							
Highway	711209	2009	Annual Row Reconstruction Program	3,211,500.00	1,246,982.73	379,310.60	1,585,206.67
Balance to be used for Highway Dept. projects.							
Highway	711507	2007	Annual Bridge Rehab Program	300,000.00	223,890.93	16,222.00	59,887.07
Remaining funding to be used on construction repair of Queen City Bridge Joint.							
Highway	711509	2009	Sidewalk Discretionary Fund	100,000.00	-	-	100,000.00
Potential projects include several sections of Valley Street, Queen City Avenue (Brown Ave easterly), Theodore Street, and Brook Street (Elm to Chestnut)							

Highway	711607	2007 Annual Row Reconstruction	1,725,000.00	798,070.18	336,404.72	590,525.10
Remaining balance allocated to Gold Street Relocation						
Highway	711609	2009 Storm Drain Infrastructure	500,000.00	219,377.03	-	280,622.97
Projects include local match for South Cypress Street, and Bodwell Road and other drainage projects including North Beech Street (DW Highway to D.E.).						
Highway	711805	2005 Snow Emergency Strobe Lighting	22,000.00	21,606.00	-	394.00 Available
Highway	711807	2007 PW/Fleet Maintenance Admin	2,000,000.00	27,267.60	-	1,972,732.40
RFP for design services underway. Total design costs anticipated to approach \$2,000,000.						
Highway	711809	2009 Street Light Safety & Rehab	150,000.00	43,240.89	105,354.11	1,405.00
Balance of funds intended for contingency in the downtown electrical receptacles contracts.						
Highway	711907	2007 Residential 50/50 Sidewalk/Curb Program	400,000.00	394,166.04	-	5,833.96 Available
Highway	712009	2009 Elm Street Mast Arm Replacement	150,000.00	38.16	-	149,961.84
Project to replace mast arms at Merrimack, Hanover and Bridge street currently being bid.						
Highway	712109	2009 Traffic Signal Reconstruction	100,000.00	-	-	100,000.00
Project to update traffic signals at S. Main and Varney and at Elm and Brook currently being bid.						
Highway	713007	2007 Flood Damaged Infrastructure Remed	20,579.00	20,579.34	-	(0.34)
Highway	713107	2007 Granite Street Reconstruction - 3	5,300,000.00	4,793,784.80	360,591.27	145,623.93
Balance of funds should be considered as contingency until Project Closeout later this year.						

Highway	713206	2006 Street Reconstruction - So. Willow St.	80,000.00	44,890.32	35,109.68
Remaining funding to be used as part of Candia Road reconstruction Local match (Request to CIP Committee to transfer funds is forthcoming).					
Highway	810309	2009 Motorized & Electronic Equip Replacement	652,650.00	358,211.50	277,889.50
Balance of funds to be used as for FY09 MER program and ongoing purchases.					
					Available

Jennie Angell
Director, Information Services



CITY OF MANCHESTER
Information Systems Department

January 15, 2009

Board of Mayor and Aldermen
% City Clerk
One City Hall Plaza
Manchester, NH 03101

Re: Bond Balances

Here is the information on the CIP projects that you have requested.

Number	Name	Funding Source	Fund Status
811505	Public Safety Upgrade	Bond	\$213,207 – under contract \$3,781 – Contingency

The \$213,207 is contracted and must be paid to the vendor as soon as the last milestone is reached.

The \$3,781 is the last of the contingency money on this project. The project is not yet complete. We could still have unexpected expenses to complete this project.

411907	Police Fire CAD	Bond	\$49,466 – under contract \$2.73 – available
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The \$49,466 is contracted and must be paid to the vendor as soon as the last milestone is reached.

820899	GIS	Bond	\$1,025 – available
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This money can be taken back.

810309	MEER	Bond	\$37,687.44 – Required for Current projects
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This money will be used to purchase Network Access Control (NAC) which is equipment that is required to protect the city's data from unauthorized access. Failure to purchase this equipment puts the city at significant risk of being hacked which could result in identity theft and unauthorized access to non-public information.

If you have any questions, I will be at the BMA meeting on January 20th.

Sincerely,

Jennie Angell

Sanders, William

From: Minkarah, Jay
Sent: Tuesday, February 03, 2009 1:11 PM
To: Sanders, William
Cc: Palmer, Lisa
Subject: FW: MEDO Bond Projects
Attachments: MEDO Bond Projects.xls

Bill:

Based on a review of our files, this project is complete and there are no encumbrances or outstanding bills. The funds could be rededicated to other purposes.

Jay

Jay Minkarah, Director
Manchester Economic Development Office
One City Hall Plaza
Manchester, NH 03101
www.YourManchesterNH.com
Phone: (603) 624-6505
Fax: (603) 624-6308
Email: jminkarah@ManchesterNH.gov

Chuck DePrima
Acting Director



CITY OF MANCHESTER
Parks Recreation and Cemetery Department

February 10, 2009

Committee on Community Improvement
1 City Hall Plaza
Manchester, NH 03101

RE: CIP bond project update

511603 – Recreation Facility Improvements - \$39,606.94

- Funding required to complete construction of the Piscataquog Trailway
- This project is currently under contract.
- Scheduled completion date of July 2009

511605 – Veteran's Park Memorial - \$2,115.76

- This project is complete.

510005 – Park Facilities Improvement Program - \$32,500.39

- Funding required for project expenditures relating to the Piscataquog Trailway.
- This project is currently under contract.
- Scheduled completion date of July 2009

511607 – Bass Island - \$38,881.97

- This project is currently under contract.
- Project construction to commence in Spring 2009
- Scheduled completion date of August 2009

510907 – Park Improvement Program - \$79,848.06

- Funding required for the construction of a pedestrian culvert beneath Peabody Avenue to re-establish Rockingham Trail continuity
- Bidding for this project was advertised in February 2009.
- Construction to commence in Spring 2009
- Scheduled completion date of July 2009

511407 – Black Brook Dam Removal – \$40,000

- Funding required for the Black Brook Dam demolition, and associated bank stabilization and wetland restoration
- This project is currently under contract.
- This project is under construction.
- Scheduled completion date of July 2009
- Ongoing project monitoring to continue through 2011

510509 - Rockingham Recreational Trailway – \$100,000

- Funding required for the construction of a pedestrian culvert beneath Peabody Avenue to re-establish Rockingham Trail continuity
- Bidding for this project was advertised in February 2009.
- Construction to commence in Spring 2009
- Scheduled completion date of July 2009



CITY OF MANCHESTER
PLANNING AND COMMUNITY DEVELOPMENT

Pamela H. Goucher
Interim Director

Planning
Community Improvement Program
Growth Management

Staff to:
Planning Board
Heritage Commission
Millyard Design Review Committee

Planning & Community Development
CIP Bond Balances

✓ **CIP Project #830101 – City Space Improvements** – This money is left over from one of the accounts for the renovation of City Hall. The remaining balance of \$1,543.32 from the original \$350,000.00 is surplus, as the project has been completed.

✓ **CIP Project #811502 – Municipal Facility Building Acquisition** – This money is left over from the renovation of the Rines Center. The remaining balance of \$285.31 from the original \$2,750,000.00 is surplus, as the project has been completed.

✓ **CIP Project #811103 – Senior Center** – This money is left over from the account for the site acquisition and construction of the new Senior Center. The remaining balance of \$883.91 from the original \$2,400,000 bond money is surplus, as the project has been completed.

(Note: In April, 2004, the administrative responsibility for this project was transferred from Planning to Highway-Building Maintenance)

CIP Project #612503 – Visitor's Signage Package – This money was set aside for the acquisition and installation of wayfinding signs throughout the downtown and at other significant intersections throughout the City. Of the original \$84,028.49, \$77,573.39 remains. This project was under the purview of the former Planning Director and is on hold pending staff capacity to complete.

CIP Project #612407 – Neighborhood Revitalization – This money was set aside to support infrastructure improvements, with the major focus on the City's targeted neighborhoods. Of the original \$200,000 bond money, a balance of \$89,059.20 remains and is required to continue the Kelly Street reconstruction. This project is ongoing with the Highway Department and should be wrapped up in late spring.

✓ **CIP Project #612309 – Neighborhood Revitalization** – This money was set aside as a continuation of the infrastructure and other neighborhood improvements in targeted areas across the City. Of the original \$200,000 bond money, and based upon information from the Highway Department, \$100,000 is necessary for the completion of the Kelly Street reconstruction that the Highway Department will be completing in late spring. The plan was to use the remaining balance of \$100,000 to target infrastructure improvements on other nearby targeted streets.

February 3, 2009

One City Hall Plaza, Manchester, New Hampshire 03101
Phone: (603) 624-6450 Fax: (603) 624-6529
E-Mail: planning@manchesternh.gov
www.manchesternh.gov

13-14

FEMA Status Report - Open Projects as of February 5, 2009

Project#	Dept	Project	Total Project Cost	FEDERAL			STATE			
				Originally Approved (75%)	Received	Balance	Amount Expected (12.5%)	Received	Balance	
		<u>Parks & Recreation</u>								
510807	650	Park Improvement Program	92,545.82	20,859.94	20,859.94	-	3,342.94	-	3,342.94	
511607	650	Bass Island Flood Damage Stabilization (2006)	83,293.41	62,470.00	32,067.96	30,402.04	10,411.00	-	10,411.00	
511707	650	Piscataquog River Park Flood Damage (2006)	741,232.00	555,924.00	293,042.50	262,881.50	92,654.00	-	92,654.00	
511708	650	Piscataquog River Park Flood Damage - 2 (2007)	342,000.00	256,500.00	342,000.00	(85,500.00)	85,000.00	-	85,000.00	
		<u>Highway</u>								
713007	500	Flood Damaged Infrastructure Remediation	164,634.00	123,476.00	72,698.48	50,777.52	20,579.00	-	20,579.00	
		TOTAL	1,423,705.23	1,019,229.94	760,668.88	258,561.06	211,986.94	-	211,986.94	



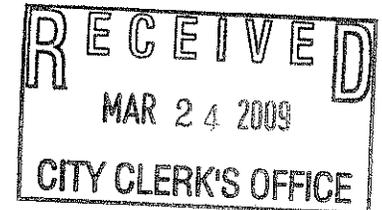
CITY OF MANCHESTER
PLANNING AND COMMUNITY DEVELOPMENT

Leon L. LaFreniere, AICP
Director

Planning & Land Use Management
Building Regulations
Community Improvement Program

Staff to:
Planning Board
Zoning Board of Adjustment
Heritage Commission
Millyard Design Review Committee

MEMORANDUM



To: Michael Garrity, Chair
CIP Aldermanic Committee

From: Leon L. LaFreniere, AICP
Director of Planning & Community Development

Date: March 19, 2009

Subject: CIP 650300 Hackett Hill

As directed, Staff from Planning, Finance and City Solicitor's Office met in an effort to identify the source of funds used for the Hackett Hill Development Project referenced above. It was determined that the funds were derived from the proceeds of the sale of land owned by the City on Hackett Hill which was the site of the planned UNH Campus that never materialized. As such, any unencumbered funds in this account may be used for whatever purposes the BMA deems to be in the best interest of the City. Jay Minkarah informs us that he has commitments of \$167,592.65 to be paid out leaving an unencumbered balance of \$250,671.69.

To the Board of Mayor and Aldermen of the City of Manchester:

The Committee on Joint School Buildings respectfully recommends, after due and careful consideration, that the request for project funds to be transferred from the Parker Varney project to the Highland Goffs Falls project, be referred to the Committee on Community Improvement.

(Unanimous vote)

Respectfully submitted,



Clerk of Committee

At a meeting of the Board of Mayor and Aldermen held February 3, 2009 on a motion of Alderman Lopez, duly seconded by Alderman Shea, it was voted to refer to the Committee on Community Improvement.



Acting City Clerk

CORZILIUS MATUSZEWSKI KRAUSE ARCHITECTS, P.A.

**Manchester Schools Open Concept Classroom Conversion
Highland Goffe's Falls Elementary School
Joint School Building Committee, January 22, 2009**

Highland Goffe's Falls is the third of five schools scheduled for conversion of Open Concept to traditional, enclosed classroom schools. Parker Varney, a design-duplicate to Highland Goffe's Falls was converted in the summer of 2006, The Green Acres Library was enclosed in the summer of 2007. Highland Goffe's Falls is scheduled for construction in the summer of 2009. Webster School and Beech Street Schools remain to be scheduled.

Project Scope: As with Parker Varney, the scope of work at Highland Goffe's Falls includes the erection of walls to convert the open concept classrooms to standard classroom with new doors and hardware. Other updates include white marker boards and tack boards in the classrooms, along with coat hooks and cubbies in the classrooms. New stair towers will be constructed at each end of the building, fire suppression systems, or sprinklers, will be installed. Other upgrades to the school include new mechanical ventilation systems, and energy-efficient, bright lighting. Several pricing alternates will be considered, including:

1. Operable Panel Partitions, allowing two classrooms to be opened into one.
2. Removal of existing rubber roof, and replacing it with a new PVC roof.
3. Re-finishing of the first floor corridor glazed block with a liquid applied, hard finish
4. Refinish the Parent Center rooms.
5. Addition of Controls for corridor lighting, operated by a programmable lighting control system with off-site monitoring and control.

Schedule: The design is underway at this time. Contractor prequalification packages have been received and have been reviewed. Nine General Contractors have been identified as qualified to bid on this project. General Contractor bidding of this project will take place in the winter of 2009, commencing January 26 through February 17. With successful receipt of bids, and prompt contract award, construction is scheduled to start in the spring of 2009.

Financial: \$2,775,742 is budgeted overall.

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JOINT SCHOOL BUILDING COMMITTEE

HIGHWAY DEPARTMENT / PROJECT FINANCIAL REPORT

20-Jan-09

OPEN CONCEPT SCHOOL ELIMINATION -HIGHLAND GOFFES FALLS

\$2,775,742.50

FUNDING	SOURCE:	
FY09 Bond	310209	\$2,750,000.00
FY02 Bond	310402	\$25,742.50

AUTHORIZED VENDOR DESCRIPTION AND APPROVAL DATE	BUDGET	AMOUNT ENCUMBERED	PERCENT COMPLETE	AMOUNT EXPENDED	RETAINAGE HELD
CMK Architect - Highland Goffes Falls Design, Bidding, Construction & Completion	\$25,742.50	\$25,742.50	0%	\$0.00	
Sub-Total Architect Contract	\$25,742.50	\$25,742.50	0%	\$0.00	
FY09 Bond Contractor - Highland Goffes Falls					
Sub-Total HGF Contract	\$0.00	\$0.00		\$0.00	\$0.00
Contingency - Highway Union Leader Corp- News ad RFQ Contractors	\$164.69	\$0.00	100%	\$164.69	
Contingency to Date	\$164.69	\$0.00		\$164.69	

CONSTRUCTION UNCOMMITTED	\$2,749,835.31		
ENCUMBERED/EXPENDED TOTAL	\$25,907.19	\$25,742.50	\$164.69
TOTAL	\$2,775,742.50		

CORZILIUS MATUSZEWSKI KRAUSE ARCHITECTS, P. A.

**Report to the Joint School Building Committee
City of Manchester, Manchester School District
January 22, 2009**

Manchester School of Technology
Additions and Renovations
530 South Porter Street
Manchester, NH 03103

Karen White, Principal

1. Receipt of Bids, Award of Contract:
 - a. On Thursday, May 15, Bid Proposals were received and the contract for construction awarded to Eckman Construction. Work began immediately, and continues on to date. Eckman Construction will remain on site, continuously until the entire project is completed, mid-August, 2009.

2. Project Scope and Schedule:
 - a. Project scope remains as outlined in the presentation to the Building & Sites Committee and the City of Manchester 1 ½ years ago.
 - b. Phase 1, work to commenced immediately, and was completed by August, 2008. Work includes:
 - i. Site work, including relocation of utilities, storm drainage, etc. to allow the expanded Auto Tech has been constructed. The parking lots have been almost doubled in size from 172 spaces to 324 spaces. Driveways have been re-constructed. A portion of the east parking lot is currently being used by Eckman as a staging area.
 - ii. Wing A- The existing PASS classrooms have been converted to Graphics. The existing Print Shop in Wing B has been converted to PASS classrooms.
 - iii. Wing A- Renovation to the Landscape/Horticulture area has taken place.
 - c. Phase 2, work commenced immediately upon awards, and is Substantially Complete. The Auto Tech and Collision programs, and the Administration have moved to their new facilities before the Holiday break. This work includes:
 - i. Wing E- Auto Tech and Collision Expansion...new construction.
 - ii. Wing D-1 – New Administrative Offices...new construction.
 - d. Over the holiday break, some areas of B Wing have been re-carpeted, and re-painted.

- e. Beginning in January, and continuing through February, renovations will continue on the existing Auto Tech lab, readying it for occupancy for early spring.
- f. Phase 3, commencing in January 2009, completed in May 2009:
 - i. Wing E- Convert existing Shop areas to Cosmetology. Underway is the demolition of the old Machine Shop, and Sheet Metal and Welding Shops, to convert them to Cosmetology classrooms and salon. This work is expected to reach completion in the spring. Presently, a Cosmetology classroom has relocated to the Administration wing.
- g. Phase 4 and 5, commencing in June 2009, completed August 2009:
 - i. Wing B- Convert existing Administration to Marketing.
 - ii. Wing D- Convert existing Marketing to Intro. to Culinary Arts
 - iii. Wing A- Expand Design Communications
 - iv. Wing C- New Vestibule at Early Childhood; Convert PASS offices and Cosmetology to Public Safety and Health Science
 - v. Wing F- Convert Plumbing, Carpentry to new Lecture Quad and Plumbing Labs.
 - vi. Site work- Complete site work with final paving and work at existing modular classrooms.
- h. 18,750 sq. ft. has been added to the existing 107,558 sq. ft., resulting in a new facility of 126,308 sq. ft. The entire building will be renovated- some areas will receive nominal renovations, Fire Alarm, painting, etc.; some areas, as noted above will receive substantial renovations.
- i. Equipment- A limited scope of equipment was included in the Contractor's Bid Documents. Karen White has assembled equipment lists, and bidding and contracts have been awarded for equipment to Video Production, Horticulture/Landscaping, Graphics. The equipment lists and bidding continues, and is scheduled for completion within the next few months.

3. Financial:

- a. The project is approximately 68% complete through its contract value.

**JOINT SCHOOL BUILDING COMMITTEE
HIGHWAY DEPARTMENT / PROJECT FINANCIAL REPORT**

20-Jan-09

**MANCHESTER SCHOOL OF TECHNOLOGY
RENOVATIONS AND EXPANSION PROJECT**

\$10,010,120.00

FUNDING SOURCE:		
FY02 Bond	Proj.# 310402	\$110,120
FY08 State	Proj.# 310308	\$7,425,000
FY08 Bond	Proj.#310308	\$2,475,000

AUTHORIZED VENDOR DESCRIPTION AND APPROVAL DATE	BUDGET	COMMITTED	AMOUNT ENCUMBERED	PERCENT COMPLETE	AMOUNT EXPENDED	RETAINAGE HELD
CMK Architects	\$550,600.00					
Schematic Design Phase(FY02 Bond)	\$110,120.00		\$0.00	100%	\$110,120.00	
Design through Completion Phases	\$440,480.00		\$132,144.00	70%	\$308,336.00	
Architect Sub-Tota	\$550,600.00	\$0.00	\$132,144.00	76%	\$418,456.00	
Construction Administration - City	\$110,000.00					
FY08 City Administration	\$48,086.38		\$0.00	100%	\$48,086.38	
FY09 City Administration	\$61,913.62	\$61,913.62		0%		
Construction Administration Sub-Tota	\$110,000.00	\$61,913.62	\$0.00		\$48,086.38	
Construction	\$6,973,110.00				\$622,900.37	
Eckman Construction Contract						
Base Contract + Alternates 1,3,4,6,7,8,9,&11	\$6,973,110.00		\$2,581,191.02	63%	\$4,391,918.98	\$439,191.90
CO#1 Credit, Roofing Insulation Reuse	(\$102,089.00)		(\$102,089.00)	0%		\$0.00
CO#2 Unsuitable Building Foundation Soil, Repair Wiring, Modify Baseboard & Construct Drywall	\$3,993.00		\$0.00	100%	\$3,993.00	\$399.30
CO#3 Replace Unsuitable Materials @ So. Drive	\$4,000.00		\$0.00	100%	\$4,000.00	\$400.00
CO#4 Complete Work @ Revised CB	\$3,247.00		\$0.00	100%	\$3,247.00	\$324.70
CO#5 Remove Transite Pipe @ Automotive & Rm	\$2,736.00		\$0.00	100%	\$2,736.00	\$273.60
CO#6 Replace Unsuitables East Parking Lot	\$22,690.00		\$0.00	100%	\$22,690.00	\$2,269.00
CO#7 Abate Vinyl Tile in Rm 113	\$3,468.00		\$0.00	100%	\$3,468.00	\$346.80
CO#8 Relocate Heaters & Add Flag Pole Light	\$4,180.00		\$578.00	86%	\$3,612.00	\$361.20
CO#9 Paint Rms, Bailvalves & Data Pass	\$3,464.00		\$0.00	100%	\$3,464.00	\$346.40
CO#10 Rm B104 Two Telephones w/Outlets	\$4,726.00		\$0.00	100%	\$4,726.00	\$472.60
CO #11 Reset Granite, Yeaton Controls	\$4,751.00		\$0.00	100%	\$4,751.00	\$475.10
CO#12 Fire Alarm Additions, Yeaton Controls	\$3,874.00		\$1,372.00	65%	\$2,502.00	\$250.20
CO#13 Communications, Trees & ACT in Rm A113	\$4,661.00		\$0.00	100%	\$4,661.00	\$466.10
CO#14 Revised Breaker at MDP, Paint Frames	\$4,806.00		\$0.00	100%	\$4,806.00	\$480.60
CO#15 Additional work in Rm A121	\$3,927.00		\$0.00	100%	\$3,927.00	\$392.70
CO#16 Additional work in Rm A107	\$4,941.00		\$3,445.00	30%	\$1,496.00	\$149.60
CO#17 Roof at Parapet, Relocate Telephone Panels	\$3,941.00		\$0.00	100%	\$3,941.00	\$394.10
CO#18 Trap Primers, Add Phone Lines, Vest Cig.	\$4,387.00		\$2,779.00	36%	\$1,588.00	\$158.80
CO#19 Accent Walls, Flashing, Sills, Trap Covers.	\$4,997.00		\$3,570.00	29%	\$1,427.00	\$142.70
CO#20 Corr, G135, Light Shelf, Grab Bars, G107	\$4,505.00		\$1,184.00	74%	\$3,321.00	\$332.10
CO#21 Roof at Parapet, Relocate Telephone Panels	\$4,902.00		\$4,902.00	0%	\$0.00	\$0.00
Construction Sub-Tota	\$6,973,207.00	\$0.00	\$2,496,932.02		\$4,476,274.98	\$447,627.50
Equipment	\$750,000.00	\$557,081.38				
Access AV, LLC - Audio Visual Equipment	\$159,959.00		\$53,208.00	67%	\$106,751.00	
Patriot Welding - Lab Desks	\$12,600.00		\$0.00	100%	\$12,600.00	
Autbin Woodworking - Desktops & Countertops	\$4,685.00		\$0.00	100%	\$4,685.00	
Autbin Woodworking - Bookcases	\$3,386.00		\$0.00	100%	\$3,386.00	
Sears - 22 Cu.Ft. Refrigerator	\$1,349.99		\$0.00	100%	\$1,349.99	
Gay Connection - Network Adapters	\$7,707.00		\$0.00	100%	\$7,707.00	
WB Mason, Admin Furniture	\$3,034.00		\$295.00	90%	\$2,739.00	
Union Leader- RFP Manufacturing Equipment	\$197.63		\$0.00	100%	\$197.63	
Equipment Sub-Tota	\$192,918.62	\$557,081.38	\$63,503.00		\$139,415.62	
Testing and Miscellaneous Per Joint Mtg 6/01	\$75,000.00	\$43,662.50				
Miller Engineering - Testing & Inspection Services	\$30,000.00		\$4,303.58	86%	\$25,696.42	
Scott Lawson - Materials Testing	\$1,337.50		\$400.00	70%	\$937.50	
Testing & Misc. Sub-Tota	\$31,337.50	\$43,662.50	\$4,703.58		\$26,633.92	
Contingency > \$5,000 needs Joint Approvz	\$1,225,000.00	\$1,205,739.85				
Union Leader-Newsad Prequalification Contractors	\$154.15		\$0.00	100%	\$154.15	
Bob's Locksmith - Rekey 3 Doors for Computer Rms	\$187.00		\$0.00	100%	\$187.00	
Bob's Locksmith - Replace 3 cylinders in Cosmetology	\$100.00		\$0.00	100%	\$100.00	
Union Leader-Newsad Video Equipment	\$177.86		\$0.00	100%	\$177.86	
Roof Half Inft - Temp labor to Move Computers	\$2,688.00		\$636.00	76%	\$2,052.00	
TNT Install Communications Cable	\$2,014.00		\$0.00	100%	\$2,014.00	
TNT Portable Comm Work	\$85.00		\$0.00	100%	\$85.00	
Fast Signs - 74 signs	\$363.50		\$0.00	100%	\$363.50	
United Oil Recovery - Dispose Oil Auto Lift Pits	\$368.34		\$0.00	100%	\$368.34	
Home Depot - Containers to Remove Photo Chemicals	\$38.74		\$0.00	100%	\$38.74	
College Bound Movers - Move Rooms	\$1,675.00		\$0.00	100%	\$1,675.00	
G.A. Laflamme - Wire Temp Power for Automotive	\$780.36		\$0.00	100%	\$780.36	
G.A. Laflamme - Install circuit for drill press/grinder	\$1,449.18		\$0.00	100%	\$1,449.18	
Delta Mechanical - Condensing Unit for Horticulture	\$4,780.00		\$0.00	100%	\$4,780.00	
Leblancs Hardware - Keys for Project	\$15.60		\$0.00	100%	\$15.60	
G.A. Laflamme - Wire RTU and Controls	\$425.36		\$0.00	100%	\$425.36	
G.A. Laflamme - Bypass Dimmers in Video Production	\$167.50		\$0.00	100%	\$167.50	
Safety Kleen - Photo Shop Fuel Removal	\$451.79		\$0.00	100%	\$451.79	
PSNH - Emergency Repairs to Light Poles	\$1,103.77		\$0.00	100%	\$1,103.77	
TNT Move Phonelines during School Break	\$2,235.00		\$2,235.00	0%		
Contingency Sub-Tota	\$19,260.15	\$1,205,739.85	\$2,871.00		\$16,389.15	

TOTAL UNCOMMITTED	\$326,313.00					
ENCUMBERED/EXPENDED TOTAL	\$9,683,807.00	\$1,868,397.35	\$2,690,153.60		\$5,125,256.05	
TOTAL	\$10,010,120.00					

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CITY OF MANCHESTER
PLANNING AND COMMUNITY DEVELOPMENT

Leon L. LaFreniere, AICP
Director

Planning & Land Use Management
Building Regulations
Community Improvement Program

Staff to:
Planning Board
Zoning Board of Adjustment
Heritage Commission
Millyard Design Review Committee

April 10, 2009

Alderman Michael Garrity, Chair
Committee on Community Improvement
City of Manchester
One City Hall Plaza
Manchester, NH 03101

Re: CIP Cash & Bond Balances

Dear Chairman Garrity:

We have reviewed the open bond balances and cash balances of CIP projects, provided to us today by the Finance Department, and concur with the numbers that are shown.

Additionally, in reviewing the CIP tabled items on the most recent Finance Committee Meeting Agenda (4/7/09), we observed that CIP Project #510807 (a cash project) is not shown. While this project was on our original list of requested extensions, it appears to have been omitted when the list was transcribed to the Board's agenda. We are enclosing a copy of the extension list with updated balances. This particular project was one of three CIP cash projects that were *not* on the list of cash projects to be transferred to the contingency fund.

Should the Committee have additional questions, CIP staff will be available at the next CIP meeting.

Respectfully submitted,

Pamela H. Goucher
Deputy Director, Planning & Zoning

copy: Leon L. LaFreniere, AICP

enclosure

MEMORANDUM

To: Committee on Community Improvement Program

From: Leon LaFreniere, AICP
Planning and Community Development Director

Date: April 10, 2009

Subject: Project Extensions

The following projects are requested to be extended until June 30, 2009:

<u>Year</u>	<u>Fund Type</u>	<u>Project #</u>	<u>Project Name/Department</u>	<u>As of April 6, 2009 Balance/Encumbrance</u>
2008	CDBG	212708	New Citizen Assimilation Initiatives-Planning	\$ 13,418.00
2008	State	214008	Cities Readiness Initiative-State	\$ 3,740.65
2008	State	214108	Naccho Accreditation Improvement-Health	\$ 2,499.26
2008	Federal	410008	Homeland Security Grant-Fire	\$ 6,661.99
2008	CDBG	511008	Martineau Park-Parks	\$ 37,603.04
2008	CDBG	610408	Concentrated Code Enforcement-Building*	\$ 29,341.63
2008	CDBG	611408	Manchester Micro Enterprise Program-MicroCredit	\$ 2,000.00
2008	CDBG	611608	Neighborhood Pride-Business Incentive-MEDO	\$ 125,000
2008	CDBG	710508	School Sidewalk Program-Highway	\$ 12,044.45
2008	CDBG	810008	ADA Compliance-Planning	\$ 75,000
2008	CDBG	810108	Community Development Initiative-Planning	\$ 4,370.06
2008	State	810808	Vista Initiative Program-Health	\$ 132,249.91
2007	State	210607	School Based Dental Services-Health	\$ 6,902.17
2007	State	412407	Public Safety Interoperability-Fire/Police	\$ 3,409.25
2007	State	412607	Security Fiber Connections Project-Fire	\$ 87,613.24
2007	Cash	510807	Park Improvement Program-Parks	\$ 1,860.00
2007	NH DOT	510907	Parks improvement Project	\$ 390,359.21
2007	ST/FED	511407	Black Brook Dam Removal (Watershed Rest.)	\$ 96,135.13
2007	ST/FEMA	511607	Bass Island Flood Damage	\$ 683.82
2007	CDBG	611507	Revolving Loan Fund-MEDO	\$ 19,351.26
2007	CDBG	710807	School Sidewalk Program-Highway	\$ 81,896.52
2007	Cash	710907	Annual Bridge Maintenance-Highway	\$ 18,326.64
2007	CDBG	810807	Master Plan Support-Planning	\$ 31,213.74
2007	CDBG	810907	Neighborhood Revitalization/CBD Impr.-Planning	\$ 160,327.69
2006	Federal	410006	Mobile Data Terminal/AVL'S-Fire	\$ 1,726.47
2006	CDBG	612406	Neighborhood Revitalization Program-MEDO	\$ 32,457.67
2006	CDBG	810306	Economic Development/Master Plan-MEDO/Planning	\$ 1,578.44
2006	CDBG	810606	ADA Compliance-Planning	\$ 14,117.90
2000	Cash	650300	Hacket Hill Development-MEDO	\$ 418,264.34

* Budget authorization to be revised from Building Department Administration to Planning and Community Development Department.

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