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## TABLE OF CONTENTS

### **SECTION 1**

#### **Budget Message**

Message to the City Council by the City Manager .....	i
---	---

#### **Charts**

Tax Cap Calculation & Estimated Tax Rate Calculation (Chart A) .....	1
Employee Prorated Positions Between Departments (Chart B).....	2
Explanation of Changes City General Fund (Chart C) .....	7

### **SECTION 2 – SUMMARIES**

#### **Revenue Summaries**

City General Fund Revenue by Account .....	9
School Department General Fund Revenue Summary .....	14
Capital Improvements Revenue Summary .....	15
Water Fund Revenue by Account .....	16
Sewer Fund Revenue by Account.....	17
Arena Fund Revenue by Account .....	18
Community Center Revenue by Account .....	19
Economic Development Fund Revenue by Account .....	20
City Grants Revenue Summary .....	21
School Lunch and School Grants Revenue Summary .....	22
Tax Incremental Financing Revenue Granite State Business Park 162K .....	23
Tax Incremental Financing Revenue Granite State Business Park 205C .....	24
Tax Incremental Financing Revenue Granite Ridge Development162K.....	25

#### **Appropriation Summaries**

City General Fund Expenditures by Department.....	26
School Department Expenditure Summary.....	28
Capital Improvements Expenditure Summary .....	29
Enterprise & Special Revenue Funds Expenditure Summary.....	30
City Grants Expenditure Summary .....	31
School Lunch and School Grants Expenditure Summary.....	32
City General Fund Expenditure Summary by Government Type.....	33
City General Fund Expenditure Summary by Category .....	34
City General Fund Summary Expenditure by Object .....	35

### **SECTION 3 – DETAIL**

#### **General Government**

Council/Manager Organizational Chart.....	41
Council/Manager Employee Positions and Salary .....	42
Council/Manager Narrative .....	43
Council/Manager Expenditures by Account .....	44
Legal Office Organizational Chart.....	46
Legal Office Employee Positions and Salary .....	47
Legal Office Narrative .....	48
Legal Office Expenditures by Account.....	49
Economic Development Organizational Chart .....	51
Economic Development Employee Positions and Salary .....	52
Economic Development Narrative.....	53

---

Economic Development Expenditures by Account .....	55
MIS Organizational Chart.....	57
MIS Employee Positions and Salary.....	58
MIS Narrative .....	59
MIS Expenditures by Account.....	60
City Clerk Organizational Chart .....	62
City Clerk Employee Positions and Salary .....	63
City Clerk & Elections Narrative.....	64
City Clerk Expenditures by Account .....	66
Elections Expenditures by Account .....	68
Assessing Organizational Chart.....	69
Assessing Employee Positions and Salary .....	70
Assessing Narrative .....	71
Assessing Expenditures by Account.....	72
Finance-Business Office Organizational Chart.....	74
Finance-Business Office Positions and Salary.....	75
Finance-Business Office Narrative .....	76
Finance-Business Office Expenditures by Account.....	78
Tax Collector Organizational Chart.....	80
Tax Collector Positions and Salary .....	81
Tax Collector Narrative .....	82
Tax Collector Expenditures by Account.....	83
General Overhead Narrative .....	85
General Overhead Expenditures by Account.....	86
Public Buildings Organizational Chart .....	87
Public Buildings Positions and Salary .....	88
Public Buildings Narrative.....	89
Public Buildings Expenditures by Account .....	90
Planning Organizational Chart.....	92
Planning Positions and Salary .....	93
Planning Narrative .....	94
Planning Expenditures by Account.....	96
 <b>Public Safety</b>	
Police & Dispatch Organizational Charts .....	98
Police Positions and Salary .....	99
Dispatch Positions and Salary.....	101
Police & Dispatch Narrative .....	102
Police Expenditures by Account.....	106
Dispatch Center Expenditures by Account .....	109
Fire Organizational Chart .....	111
Fire Positions and Salary .....	112
Fire Narrative.....	113
Fire Expenditures by Account .....	121
Building Zoning and Licensing Services Organizational Chart .....	124
Building Zoning and Licensing Services Positions and Salary .....	125
Building Zoning and Licensing Services Narrative .....	126
Building Zoning and Licensing Services Expenditures by Account .....	127
Ambulance Contract Expenditures by Account.....	129
 <b>Public Works</b>	
Public Works Organizational Chart .....	130

---

---

Public Works Positions and Salary .....	131
Public Works Narrative.....	132
Public Works Expenditures by Account .....	133
City Lights Expenditures by Account.....	136

### **Social Services/Leisure**

Welfare Organizational Chart .....	137
Welfare Positions and Salary .....	138
Welfare Narrative.....	139
Welfare Expenditures by Account .....	141
Recreation Organizational Chart.....	143
Recreation Positions and Salary.....	144
Recreation Narrative .....	145
Recreation Expenditures by Account.....	146
Library Organizational Chart.....	148
Library Positions and Salary .....	149
Library Narrative .....	150
Library Expenditures by Account .....	151

### **County Tax**

County Tax Expenditures by Account .....	153
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### **Transfers & Payments**

Debt Service Expenditures by Account .....	154
Tax Abatements Expenditures by Account.....	155
Capital Projects Transfers Expenditures by Account .....	156

## **SECTION 4 – OTHER FUNDS & GRANTS**

### **Enterprise Funds**

Water Works Organizational Chart.....	157
Water Works Positions and Salary .....	158
Water Works Narrative .....	159
Water Works Expenditures by Account.....	160
Sewer Works Organizational Chart .....	163
Sewer Works Positions and Salary .....	164
Sewer Works Narrative.....	165
Sewer Works Expenditures by Account .....	166
Arena Organizational Chart .....	169
Arena Positions and Salary .....	170
Arena Works Narrative .....	171
Arena Expenditures by Account .....	172

### **Special Revenue Funds**

Community Center Organizational Chart .....	174
Community Center Positions and Salary .....	175
Community Center Works Narrative .....	176
Community Center Expenditures by Account .....	177
Economic Development Fund Expenditures by Account .....	179
Community Development Block Grant Positions and Salary .....	180
Community Development Block Grant Expenditures by Account.....	181
Bridging the GAPS Grant Positions and Salary.....	182
Bridging the GAPS Grant Expenditures by Account.....	183

---

HUD Officer Expenditures by Account.....	184
ICAC Officer Expenditures by Account.....	185
DOJ Officer Grant Expenditures by Account .....	186
Tax Incremental Financing Expenditures Granite State Business Park 162K.....	187
Tax Incremental Financing Expenditures Granite State Business Park 205C .....	188
Tax Incremental Financing Expenditures Granite Ridge Development162K .....	189

## **SECTION 5 – CAPITAL IMPROVEMENTS PROGRAM & DEBT**

CIP Program Schedule .....	190
20 Year Long Term Debt Schedule .....	195
Debt Limit Analysis by Fund.....	196

## **SECTION 6 – SCHOOL BUDGET REPORT**

FY18 School Board Adopted Budget Detail.....	197
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# *City of Rochester, New Hampshire*

Office of the City Manager

31 Wakefield Street • Rochester, NH 03867-1917

(603) 332-1167 Fax (603) 335-7565

April 18, 2017

Rochester City Council  
Rochester, New Hampshire

RE: City Manager's Proposed Fiscal Year 2018 Operational and Capital Budgets

Dear Honorable Members of the City Council:

I am pleased to present the City Manager's proposed fiscal year 2018 Operational and Capital Budgets for your consideration. This budget document is submitted in accordance with the City Charter, Section 40 which stipulates:

*The City Manager shall submit the proposed budget to the City Council  
at least sixty (60) days before the start of the fiscal year of the budget.*

This budget proposal was also prepared in accordance with the General Ordinances of the City of Rochester, Section 11.14 "Preparation of City Budget."

The proposed budget contained herein has been crafted to generally sustain the current level of municipal services while at the same time complying with the Tax Cap.

The proposed fiscal year 2018 budget is the product of a rigorous and inclusive process. As stewards of the budget development and implementation process, I met with the various department heads individually to review their respective budget requests. This was done in an effort to ensure that requests are justified and reflect actual and meaningful efforts to provide the residents and taxpayers of Rochester the most value for the resources available. My effort here with this budget document is intended to provide the City Council with appropriate documentation and budget data in a useful format, thereby allowing the Council to focus its limited time on broader budgetary and policy issues impacting the overall community.

The chart below summarizes the proposed budget changes by fund.

### CHART 1

<b>Operations</b>	<b>FY17 Revised</b>	<b>FY18 Proposed</b>	<b>\$ Change</b>	<b>% Change</b>
General Fund				
City Operations	23,481,901	24,242,720	760,819	3.24%
County Taxes	6,133,368	6,308,218	174,850	2.85%
Debt Service	3,431,440	4,090,020	658,580	19.19%
Capital & Other Project Transfers	<u>3,352,136</u>	<u>2,595,400</u>	<u>-756,736</u>	<u>-22.57%</u>
<b>Total City</b>	<b>36,398,845</b>	<b>37,236,358</b>	<b>837,513</b>	<b>2.30%</b>
School	<u>59,678,599</u>	<u>59,510,691</u>	<u>-167,908</u>	-0.28%
<b>Total General Fund</b>	<b>96,077,444</b>	<b>96,747,049</b>	<b>669,605</b>	<b>0.70%</b>
Enterprise, Grants and Special Revenue Funds				
City Grants & Special Rev Funds	535,653	477,719	-57,934	-10.82%
Tax Incremental Financing Funds	877,722	1,301,533	423,811	48.29%
School Grants & Special Rev Funds	5,371,000	5,371,000	0	0.00%
Water Fund	5,896,667	6,177,568	280,901	4.76%
Sewer Fund	6,877,157	7,885,913	1,008,756	14.67%
Arena Fund	581,453	608,992	27,539	4.74%
Community Center	<u>810,954</u>	<u>816,655</u>	<u>5,701</u>	<u>0.70%</u>
<b>Total Enterprise &amp; Sp Rev Funds</b>	<b>20,950,606</b>	<b>22,639,380</b>	<b>1,688,774</b>	<b>8.06%</b>
<b>Total Operations all Funds</b>	<b>117,028,050</b>	<b>119,386,429</b>	<b>2,358,379</b>	<b>2.02%</b>
Capital Improvements				
City	6,989,890	17,084,400	10,094,510	144.42%
School	3,351,646	24,774,127	21,422,481	639.16%
Water	4,622,000	5,525,000	903,000	19.54%
Sewer	9,517,034	7,769,500	-1,747,534	-18.36%
Arena	575,000	120,000	-455,000	-79.13%
Community Center	300,000	0	-300,000	-100.00%
Tax Incremental Financing Funds	102,000	242,500	140,500	137.75%
<b>Total CIP all Funds</b>	<b>25,457,570</b>	<b>55,515,527</b>	<b>30,057,957</b>	<b>118.07%</b>

### **Proposed Budget (overview)**

The proposed fiscal year 2018 budget has resulted in a City General Fund amount of \$37,236,358. A increase of \$837,513, or 2.30%, as compared to fiscal year 2017. The School

proposed budget total is \$59,510,691 which is a decrease of \$167,908 or .28%, over last year. Enterprise and Special Revenue Funds are proposed at a total of \$22,639,380 an increase of \$1,688,774 or 8.06% from FY 2017. The proposed FY 2018 budget for all funds is \$119,386,429 an increase of \$2,358,379, or 2.02% increase from FY 2017.

## CHART 2

	FY17	FY18		
Operations	Revised	Proposed	\$ Change	% Change
City Operations Without County Taxes, Debt Service & Transfer to Capital:				
Wages	12,649,084	13,018,068	368,984	2.92%
Health Insurance	2,400,374	2,360,625	-39,749	-1.66%
Retirement	2,326,436	2,541,472	215,036	9.24%
Other Benefits	839,941	899,791	59,850	7.13%
Contingency	139,624	255,000	115,376	-
Direct Assistance	189,000	189,000	0	0.00%
Energy Related Items	723,601	704,251	-19,350	-2.67%
Technical/Professional Services	1,086,592	1,037,132	-49,460	-4.55%
New & Replacement Equipment	102,638	94,147	-8,491	-8.27%
All Other Items	<u>3,024,611</u>	<u>3,143,234</u>	<u>118,623</u>	3.92%
<b>Total City Without Debt Service</b>				
<b>County Taxes and Transfer to CIP</b>	<b>23,481,901</b>	<b>24,242,720</b>	<b>760,819</b>	<b>3.24%</b>
	FY17	FY18		
	Revised	Proposed	\$ Change	% Change
County Tax and Debt Service:				
County Taxes	6,133,368	6,308,218	174,850	2.85%
Interest	755,118	852,730	97,612	12.93%
Principal	2,676,322	3,237,290	560,968	20.96%
Transfer to Capital & Other Funds	<u>3,352,136</u>	<u>2,595,400</u>	<u>-756,736</u>	-22.57%
<b>Total County Tax, Debt Service</b>	<b>12,916,944</b>	<b>12,993,638</b>	<b>76,694</b>	<b>0.59%</b>
<b>and Transfer to CIP</b>				
<b>Total All City General Fund Operations</b>	<b>36,398,845</b>	<b>37,236,358</b>	<b>837,513</b>	<b>2.30%</b>

As Chart # 2 above indicates overall City operations, excluding county taxes, debt service & Transfers to Capital increased 3.24%.

### **Proposed Budget (overview – insight)**

This budget contains several areas of departure from previous budgets. Page 10, General Fund Revenues, line 400000 has been increased by \$1,465,000. This represents the city's successful negotiated amendment to the Waste Management Host Agreement.

Personnel Adjustments from FY2017 include; (1) upgrade Library Assistant to Librarian I, page 151; upgrade Planner to Senior Planner/ Chief Planner or a title to be determined, page 96; reorganization of DPW functions including the elimination the Construction Engineer position and the addition of a GIS Asset Management Specialist, page 131 and page 64 of Issues and Options; transfer GIS Coordinator to general fund, from DPW to MIS, page 60; add Chief Information Office position, page 60; increase Chief Assessor Salary allocation, page 72 and increase recreation part time salaries, page 146.

### **Issues & Options**

Following the practice I initiated in 2012, an Issues and Options Report is published as a companion document. The Issues & Options Report includes areas of potential change from the previous budget year and as such, worthy of additional review. The issues vary ranging from items included in the budget and others submitted by department, but not funded in this proposed budget.

### **School Budget**

The Superintendent of Schools, Michael Hopkins, submitted on March 24, 2017 to my office the Rochester School Department's FY2017 Operating Budget, Grants Budget, School Lunch Fund Budget, and Capital Improvements Program Budget as adopted by the School Board at the March 23, 2017 Special School Board Meeting. As per Section 29 of the City Charter, the School Department's proposed budget is incorporated herein without alteration.

In order to adhere to the tax cap provisions the school budget submission has been reduced by \$ 1,329,858. This adjustment is outlined on page 1, "Reconciliation Tax Cap Calcs vs FY 18 Proposed Budget".

Although the city administration has functional control of the bottom line school appropriation only, it should be noted that as the school budget currently stands it is out of balance by \$1.3 million dollars. To bring the school budget into balance the school department will need to find \$1.3 million dollars worth of increased revenues, expenditure cuts or combination of the two. I will discuss the school budget further, toward the end of this message.

## **Tax Cap**

The City budget contained herein was crafted in accordance with the limits imposed by City Charter Section 43-a Limitation On Budget Increase (Tax Cap).

Rochester's tax cap stipulates:

*The real estate taxes raised (TAX COMMITMENT) from the prior year shall be increased by a factor of no more than the change in the National Consumer Price Index – Urban as published by the United States Department of Labor for the calendar year immediately preceding budget adoption, plus real estate taxes calculated by applying the prior year real estate tax rate to the net increase in new construction. “Net increase in new construction” is defined as the total dollar value of building permits less total dollar value of demolition permits issued for the period of April 1 – March 31 preceding budget adoption.*

The FY 2018 Tax Cap Calculation is shown in detail on Chart “A” on page 1. The calendar year 2015 CPI – U “All Urban Consumers” as published by the U.S. Bureau of Labor Statistics is 1.26% and can be verified at [www.bls.gov/cpi/#data](http://www.bls.gov/cpi/#data).

The Net New Construction for this year's tax cap calculation is calculated as follows:

New Construction Value	\$42,866,538 (Excludes Tax Incremental Financing Districts)
Demolition Value	(\$230,385)
<b>Net New Construction</b>	<b>\$42,636,152</b>

## **Fund Balance**

The Budgetary Fund Balance is what is available to manage the City's tax rate. It is also a measure of a City's overall fiscal health. The budget proposed here includes using as revenue offset in the amount of \$1,262,981 from this fund balance.

## **Debt Service**

The total City General Fund debt service (principal and interest) for FY 2017-Revised and proposed 2018 is \$3,431,440 and \$4,090,020, respectively. This is a increase of \$658,580 (page 154) of the *Proposed Budget Fiscal Year 2018* book.

## **Capital Project and Other Funds Transfers**

The proposed General Fund transfer to the Capital Fund is \$2,595,400 which is \$756,736 less than the revised FY2017 budget of \$ 3,352,136 (page 156) of the *Proposed Budget Fiscal Year 2018* book.

## **Water & Sewer Rates**

As you know, the water & sewer rates have been recently reviewed and/or adjusted, in a process separate from this budget presentation.

## **Budget Philosophy - Understanding Solvency**

All municipal budgets can be analyzed in terms of solvency. The four relevant types of solvency are:

Cash Solvency:	Having adequate cash on hand to pay expenses.
Budget Solvency:	Estimated budgeted revenues are adequate to finance the budgets' appropriations and programs.
Long Range Solvency:	The municipality has the tools to finance its services on a perennial basis.
Services Delivery Solvency:	The funds budgeted for expenses are adequate to meet the demands for services.

**Cash Solvency** - Cash insolvency occurs when a municipality has a repeated history of Budgetary Insolvency. In Rochester's recent history budgets have been solvent. Therefore this budget as presented is cash solvent.

**Budget Solvency** - The proposed FY 2017-2018 budget does meet the test of budget solvency. Operating expenditures are supported by operating revenues.

**Long-Range Solvency** - All budgets must be prepared with the next fiscal year in mind. This year's presentation was made more manageable by past policies of the governing body, particularly in the area of labor negotiations and fringe benefits. There is always a trade off between reduced expenditures and service delivery. With that in mind this city services budget meets the demands of long range solvency as the City will expect to benefit from continuing cost savings in the area of fringe benefits.

Long range solvency issues evolve around the storm water and wastewater sewer issues. The Federal EPA and State DES have begun mandating expenses that will be difficult for all municipalities to meet. I expect these service issues to be the most pressing issues for the near future. Of particular note is the need for the city to develop an enterprise fund for future storm water mandated services.

Given the restrictions of the tax cap, the school department budget does not meet the demands of long range solvency. Projecting current information into future years, it is inconceivable that the school department can maintain its level of service without a major input of revenue.

**Service Delivery Solvency** - Many of the changes included in this proposed budget are intended to enhance the service delivery of the municipal organization. Changes in the area of Economic Development and Codes/Building Safety will enable the City to respond to the demands of growth that all expect to arrive this year. Other organizational service improvements, still in the

formation stages are accounted for in the proposed budget. This proposed budget meets the requirement of service delivery solvency.

Given the custom and laws that require a separation between the city administration and school administration, I am unable to comment the school department's ability to meet the requirements of Service Delivery Solvency.

### **Conclusion**

Through the last several budget cycles, the City has been faced with a series of budget challenges. Despite these circumstances, the City of Rochester has maintained its sound fiscal health without a loss of services and without significant increases in property taxes. The proposed FY2018 budget contained herein continues to support these trends.

This proposed budget would not have been possible without the work of many key members of staff. Special thanks to Deputy City Manager Blaine Cox, Deputy Finance Director Roland Connors, Senior Accountant Mark Sullivan, Accountant Samantha Kelly, Accountant Ann Arsenault, Account Clerk Angie Gray, and Executive Assistant Samantha Rodgerson.

I look forward to working with you, staff and the citizens of Rochester for another year of change, challenge and opportunity and on behalf of all City departments; we look forward to working with the City Council to review the FY2018 budget.

Sincerely,

A handwritten signature in black ink, appearing to read "D. Fitzpatrick", with a long horizontal flourish extending to the right.

Daniel Fitzpatrick, ICMA-CM  
City Manager

**CITY OF ROCHESTER**  
**FY18 Tax Cap Calculation- 4-5-17 Final**  
**Chart A**

	City	County	City and County	School	State Ed Tax	School and State Ed Tax	Total
FY17/TY16 Approved Tax Effort from DRA 11-21-16	\$19,509,340	\$6,133,368	\$25,642,708	\$27,111,215	\$4,825,327	\$31,936,542	\$57,579,250
TY16 Valuation from DRA 11-21-16	\$2,045,058,623	\$2,045,058,623	\$2,045,058,623	\$2,045,058,623	\$1,958,023,523	\$2,045,058,623	
TY16 Total Tax Rate-from DRA 11-21-16	\$9.54	\$3.00	\$12.54	\$13.26	\$2.46	\$15.72	\$28.26
<b>New Construction Values</b>	<b>\$42,866,538</b>	<b>\$42,866,538</b>	<b>\$42,866,538</b>	<b>\$42,866,538</b>	<b>\$42,866,538</b>	<b>\$42,866,538</b>	
Less: Demolition	-\$230,385	-\$230,385	-\$230,385	-\$230,385	-\$230,385	-\$230,385	
Net New Construction	\$42,636,153	\$42,636,153	\$42,636,153	\$42,636,153	\$42,636,153	\$42,636,153	
<b>Additional tax effort base due to New Construction</b>	<b>\$406,749</b>	<b>\$127,908</b>	<b>\$534,657</b>	<b>\$565,355</b>	<b>\$104,885</b>	<b>\$670,240</b>	<b>\$1,204,898</b>
<b>Consumer Price Index</b>							
2016 CPI "CUUR0000SA0"-Actual	1.26%	1.26%	1.26%	1.26%	1.26%	1.26%	
Additional tax effort due to CPI	\$245,818	\$77,280	\$323,098	\$341,601	\$60,799	\$402,400	\$725,499
<b>Total Additional Tax Effort- New Construction &amp; CPI</b>	<b>\$652,567</b>	<b>\$205,189</b>	<b>\$857,755</b>	<b>\$906,957</b>	<b>\$165,684</b>	<b>\$1,072,641</b>	<b>\$1,930,396</b>
<b>Total Allowable Tax Effort</b>	<b>\$20,161,907</b>	<b>\$6,338,557</b>	<b>\$26,500,463</b>	<b>\$28,018,172</b>	<b>\$4,991,011</b>	<b>\$33,009,183</b>	<b>\$59,509,646</b>
			3.35%				

Reconciliation Tax Cap Calcs vs FY18 Proposed Budget	City	County	City and County	School	State Ed Tax	School and State Ed Tax	Total
FY18 Proposed Budget	\$30,928,140	\$6,308,218	\$37,236,358	\$60,840,549	\$4,891,902	\$65,732,451	\$102,968,809
Less Estimated Revenues	\$10,549,483		\$10,549,483	\$31,393,410		\$31,393,410	\$41,942,893
Use of Fund Balance	\$1,262,981		\$1,262,981				\$1,262,981
Additional Overlay	\$460,000		\$460,000				\$460,000
<b>Net Budget</b>	<b>\$19,575,676</b>		<b>\$25,883,894</b>	\$29,447,139	\$4,891,902	\$34,339,041	<b>\$60,222,935</b>
Veteran Credit Adjustment DRA 11-21-16	\$601,056		\$601,056				\$601,056
<b>Tax Cap Compliant Adjustment</b>	<b>\$0</b>		<b>\$0</b>	<b>(\$1,428,967)</b>	<b>\$99,109</b>	<b>(\$1,329,858)</b>	<b>(\$1,329,858)</b>
<b>Tax Cap Compliant Budget</b>	<b>\$20,176,732</b>	<b>\$6,308,218</b>	<b>\$26,484,950</b>	<b>\$28,018,172</b>	<b>\$4,991,011</b>	<b>\$33,009,183</b>	<b>\$59,494,133</b>

<b>Additional Increase (Decrease)</b>			<b>\$15,513</b>	<b>(\$0)</b>	<b>\$0</b>	<b>(\$0)</b>	<b>\$15,513</b>
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2017 Tax Rate Estimate-FY18 Proposed Budget	City	County	City and County	School	State Ed Tax	School and State Ed Tax	Total
FY17 Proposed Budget Totals	\$20,176,732.00	\$6,308,218.00	\$26,484,950.00	\$28,018,172.00	\$4,991,011.00	\$33,009,183.00	\$59,494,133.00
DRA Total Valuations- 11-21-16	\$2,045,058,623	\$2,045,058,623	\$2,045,058,623	\$2,045,058,623	\$1,958,023,523	\$2,045,058,623	
TY2016 Actual DRA Rate-11-21-16	\$9.54	\$3.00	\$12.54	\$13.26	\$2.46	\$15.72	\$28.26
TY2017-FY18 Proposed Budget Tax Rate	\$9.87	\$3.08	\$12.95	\$13.70	\$2.55	\$16.25	\$29.20
<b>Change</b>	<b>\$0.33</b>	<b>\$0.08</b>	<b>\$0.41</b>	<b>\$0.44</b>	<b>\$0.09</b>	<b>\$0.53</b>	<b>\$0.94</b>

## FY18 EMPLOYEE PRORATED POSITION- PERCENTAGES BETWEEN DEPARTMENTS-CHART B

Name	Title	Department	Salary Allocation	BiWkly Hours	FTE
Arsenault	Staff Accountant	Finance-Business Office	80.0%	NA	0.80
Arsenault	Staff Accountant	Water	10.0%	NA	0.10
Arsenault	Staff Accountant	Sewer	10.0%	NA	0.10
Total					1.00
Bezanson	City Engineer	Public Works & Highways	33.3%	NA	0.33
Bezanson	City Engineer	Water	33.3%	NA	0.33
Bezanson	City Engineer	Sewer	33.3%	NA	0.33
Total					1.00
Blanchette	Secretary II	Public Buildings & Grounds	50.0%	70	0.50
Blanchette	Secretary II	Community Center	50.0%	70	0.50
Total					1.00
Bonneau	Utility Billing Administrator	Water	50.0%	70	0.50
Bonneau	Utility Billing Administrator	Sewer	50.0%	70	0.50
Total					1.00
Bowlen	Recreation/Arena Director	Recreation	85.0%	NA	0.85
Bowlen	Recreation/Arena Director	Ice Arena	15.0%	NA	0.15
Total					1.00
Brisson	PW Mechanic	Public Works & Highways	33.3%	80	0.33
Brisson	PW Mechanic	Water	33.3%	80	0.33
Brisson	PW Mechanic	Sewer	33.3%	80	0.33
Total					1.00
Camara	GIS Coordinator	MIS	40.0%	80	0.40
Camara	GIS Coordinator	Water	30.0%	80	0.30
Camara	GIS Coordinator	Sewer	30.0%	80	0.30
Total					1.00
Clark	Office Manager	Public Works & Highways	33.3%	80	0.33
Clark	Office Manager	Water	33.3%	80	0.33
Clark	Office Manager	Sewer	33.3%	80	0.33
Total					1.00
Colanto	Assistant Director RAYS	Recreation	88.0%	NA	0.88

## FY18 EMPLOYEE PRORATED POSITION- PERCENTAGES BETWEEN DEPARTMENTS-CHART B

Name	Title	Department	Salary Allocation	BiWkly Hours	FTE
Colanto	Assistant Director RAYS	Ice Arena	12.0%	NA	0.12
Total					1.00
Connors	Assistant Finance Director	Finance-Business Office	70.0%	NA	0.70
Connors	Assistant Finance Director	Water	15.0%	NA	0.15
Connors	Assistant Finance Director	Sewer	15.0%	NA	0.15
Total					1.00
Cox	Deputy City Manager-Finance Director	Finance-Business Office	80.0%	NA	0.80
Cox	Deputy City Manager-Finance Director	Water	10.0%	NA	0.10
Cox	Deputy City Manager-Finance Director	Sewer	10.0%	NA	0.10
Total					1.00
Dashnaw	Maintenance Tech	Public Buildings & Grounds	60.0%	80	0.60
Dashnaw	Maintenance Tech	Community Center	40.0%	80	0.40
Total					1.00
Dixon	Lead Water/Sewer	Water	50.0%	80	0.50
Dixon	Lead Water/Sewer	Sewer	50.0%	80	0.50
Total					1.00
Edgerly	Program Coordinator	Recreation	62.0%	64	0.62
Edgerly	Program Coordinator	Ice Arena	38.0%	64	0.38
Total					1.00
Fitzpatrick	City Manager	City Manager Office	80.0%	NA	0.80
Fitzpatrick	City Manager	Water	10.0%	NA	0.10
Fitzpatrick	City Manager	Sewer	10.0%	NA	0.10
Total					1.00
Friend-Gray	Assistant City Engineer	Public Works & Highways	33.3%	NA	0.33
Friend-Gray	Assistant City Engineer	Water	33.3%	NA	0.33
Friend-Gray	Assistant City Engineer	Sewer	33.3%	NA	0.33
Total					1.00
Gray	Account Clerk II	Finance-Business Office	80.0%	70	0.80
Gray	Account Clerk II	Water	10.0%	70	0.10

## FY18 EMPLOYEE PRORATED POSITION- PERCENTAGES BETWEEN DEPARTMENTS-CHART B

Name	Title	Department	Salary Allocation	BiWkly Hours	FTE
Gray	Account Clerk II	Sewer	10.0%	70	0.10
Total					1.00
Henderson, K	Municipal Services Supervisor	Public Works & Highways	33.0%	NA	0.33
Henderson, K	Municipal Services Supervisor	Water	33.0%	NA	0.33
Henderson, K	Municipal Services Supervisor	Sewer	33.0%	NA	0.33
Total					0.99
Hoyt	Human Resources Director	Human Resources	80.0%	80	0.80
Hoyt	Human Resources Director	Water	10.0%	80	0.10
Hoyt	Human Resources Director	Sewer	10.0%	80	0.10
Total					1.00
Juneau	Utility Billing Administrator	Water	50.0%	70	0.50
Juneau	Utility Billing Administrator	Sewer	50.0%	70	0.50
Kelley	Accountant 1	Finance-Business Office	80.0%	NA	0.80
Kelley	Accountant 1	Water	10.0%	NA	0.10
Kelley	Accountant 1	Sewer	10.0%	NA	0.10
Total					1.00
Long	CD Specialist	Economic Development	15.0%	70	0.15
Long	CD Specialist	CommunityDevelopment	78.0%	70	0.78
Long	CD Specialist	Bridging the Gaps	7.0%	70	0.07
Total					1.00
McKenney	PW Mechanic	Public Works & Highways	33.3%	80	0.33
McKenney	PW Mechanic	Water	33.3%	80	0.33
McKenney	PW Mechanic	Sewer	33.3%	80	0.33
Total					1.00
Miller	Secretary II	Public Buildings & Grounds	6.0%	80	0.06
Miller	Secretary II	Public Works & Highways	30.0%	80	0.30
Miller	Secretary II	Water	29.0%	80	0.29
Miller	Secretary II	Sewer	29.0%	80	0.29
Miller	Secretary II	Community Center	6.0%	80	0.06
Total					1.00

## FY18 EMPLOYEE PRORATED POSITION- PERCENTAGES BETWEEN DEPARTMENTS-CHART B

Name	Title	Department	Salary Allocation	BiWkly Hours	FTE
Nau	Municipal Services Supervisors	Water	50.0%	80	0.33
Nau	Municipal Services Supervisors	Sewer	50.0%	80	0.33
Total					0.67
Petropoulos	Secretary I	Public Works & Highways	33.3%	70	0.33
Petropoulos	Secretary I	Water	33.3%	70	0.33
Petropoulos	Secretary I	Sewer	33.3%	70	0.33
Total					1.00
Prentice	LEO	Public Works & Highways	33.3%	80	0.33
Prentice	LEO	Water	33.3%	80	0.33
Prentice	LEO *	Sewer	33.3%	80	0.33
Total					1.00
Plante	Maintenance Tech	Public Buildings	60.0%	NA	0.60
Plante	Maintenance Tech	Community Center	40.0%	NA	0.40
Total					1.00
Phillips	HEO	Public Works & Highways	33.3%	80	0.33
Phillips	HEO	Water	33.3%	80	0.33
Phillips	HEO	Sewer	33.3%	80	0.33
Total					1.00
Riley	Municipal Services Supervisor	Public Buildings & Grounds	60.0%	NA	0.60
Riley	Municipal Services Supervisor	Community Center	40.0%	NA	0.40
Total					1.00
Silvia	Lead Mechanic	Public Works & Highways	33.3%	80	0.33
Silvia	Lead Mechanic	Water	33.3%	80	0.33
Silvia	Lead Mechanic	Sewer	33.3%	80	0.33
Total					1.00
Snyder	Payroll Clerk	Finance & Human Resources	63.9%	70	0.64
Snyder	Payroll Clerk	City Manager	16.1%	70	0.16
Snyder	Payroll Clerk	Water	10.0%	70	0.10
Snyder	Payroll Clerk	Sewer	10.0%	70	0.10
Total					1.00

## FY18 EMPLOYEE PRORATED POSITION- PERCENTAGES BETWEEN DEPARTMENTS-CHART B

Name	Title	Department	Salary Allocation	BiWkly Hours	FTE
Storer	Director of City Services	Public Buildings & Grounds	11.0%	NA	0.11
Storer	Director of City Services	Public Works & Highways	22.0%	NA	0.22
Storer	Director of City Services	Water	28.0%	NA	0.28
Storer	Director of City Services	Sewer	28.0%	NA	0.28
Storer	Director of City Services	Community Center	11.0%	NA	0.11
Total					1.00
Sullivan	Senior Accountant	Finance-Business Office	75.0%	NA	0.75
Sullivan	Senior Accountant	Water	10.0%	NA	0.10
Sullivan	Senior Accountant	Sewer	10.0%	NA	0.10
Sullivan	Senior Accountant	Bridging the GAPS	5.0%	NA	0.05
Total					1.00
Trepanier, S	Arena Supervisor	Recreation	23.0%	NA	0.23
Trepanier, S	Arena Supervisor	Ice Arena	77.0%	NA	0.77
Total					1.00
Trepanier, R	Arena Attendant	Recreation	23.0%	80	0.23
Trepanier, R	Arena Attendant	Ice Arena	77.0%	80	0.77
Total					1.00
Tufts	Lead Grounds Laborer	Public Buildings & Grounds	80.0%	80	0.80
Tufts	Lead Grounds Laborer	Community Center	20.0%	80	0.20
Total					1.00
Ward	Secretary II	Recreation	85.0%	75	0.85
Ward	Secretary II	Ice Arena	15.0%	75	0.15
Total					1.00
Vacant	GIS Asset Management Specialist	Public Works & Highways	33.3%	80	0.33
Vacant	GIS Asset Management Specialist	Water	33.3%	80	0.33
Vacant	GIS Asset Management Specialist	Sewer	33.3%	80	0.33
Total					1.00

Explanation of Changes  $\geq$  \$10,000 General Fund - Chart C

OBJECT	ACCOUNT NAME	COMMENTS	AMOUNT	PAGE
		<b>Wages:</b>		
Various	FT Salaries	City Manager-increase related to Non Union Merit adjustment	6,313	44
Various	FT Salaries	Legal Office-increase related to Non Union Merit adjustment & other staff wage adjustments	14,140	49
Various	FT Salaries	Economic Development-increase related to collective bargaining contracts	2,299	55
Various	FT Salaries	Economic Development-increase related to FY17 transfer out to contracted services	14,000	55
Various	FT Salaries	MIS-increase related to New CIO Position & Reclass of GIS Coordinator position	134,801	60
Various	FT Salaries	MIS-increase related to collective bargaining contracts	2,801	60
Various	FT Salaries	MIS-decrease related to budgeted versus actual starting salary of IS Tech	(2,118)	60
Various	FT Salaries	City Clerk-increase related to collective bargaining contracts	7,078	66
Various	FT Salaries	Assessor-increase related to revised Chief Assessor Salary	20,000	72
Various	FT Salaries	Assessor-increase related to collective bargaining contracts	6,261	72
Various	FT Salaries	Assessor-increase related to FY17 transfer out to contracted services	41,600	72
Various	FT Salaries	Finance Business Office-increase related to collective bargaining and NU Merit adjustments	13,001	78
Various	FT Salaries	Tax Collector-increase related to collective bargaining contracts	3,745	83
Various	FT Salaries	Public Buildings-increase related to collective bargaining contracts	5,227	90
Various	FT Salaries	Planning-increase related to collective bargaining contracts	15,016	96
Various	FT Salaries	Police-decrease related to Command and Sworn Officer adjustments due to retirements & promotions	(21,920)	106
Various	FT Salaries	Dispatch-increase related to collective bargaining contracts	6,454	109
Various	FT Salaries	Fire-decrease related to retirements and promotions	(9,944)	109
Various	FT Salaries	Building Zoning & Licensing-increase related to collective bargaining contracts	8,612	127
Various	FT Salaries	Public Works-increase related to collective bargaining contracts	17,334	133
Various	FT Salaries	Public Works-decrease related to GIS Coordinator reclass to MIS	(24,801)	133
Various	FT Salaries	Welfare-increase related to collective bargaining contracts	4,646	141
Various	FT Salaries	Recreation-increase related to collective bargaining contracts	3,882	146
Various	FT Salaries	Library-increase related to collective bargaining contracts and upgrade of Library Assistant	22,493	151
		<b>Net Change in FT Salaries</b>	<b>290,920</b>	
Various	PT Salaries	City Manager-increase camera operator hours	500	44
Various	PT Salaries	Assessor-increase related to collective bargaining contract	2,413	72
Various	PT Salaries	Public Buildings increase related to collective bargaining agreements	5,353	90
Various	PT Salaries	Police-increase related to collective bargaining contracts	10,783	106
Various	PT Salaries	Recreation-increase in programs	38,521	146
Various	PT Salaries	Library-increase related to collective bargaining contracts and additional hours	31,756	151
Various	PT Salaries	All Other Net Changes	1,455	Various
		<b>Net Change in PT Salaries</b>	<b>90,281</b>	
511009	Salaries Elected Officials	Decrease related to election cycles	(6,240)	Various
511009	Salary Adjustment	Decreased related to anticipated Non Union Merit increases	(9,026)	Various
Various	Various	All Other Net Changes	3,049	Various
		<b>Net Change in All Other Salary Related Items</b>	<b>(12,217)</b>	
		<b>Benefits: (All Departments)</b>		
521100	Health Insurance	Rates decreased negative .8 over FY17	(39,749)	Various
522000	Social Security & Medicare	Increase related to FT & PT salary changes	18,960	Various
523000	Retirement	Increase in NHRS Rates	215,036	Various
Various	Various	All Other Net Changes	40,890	Various
		<b>Net Change In Benefits</b>	<b>235,137</b>	
		<b>Energy Items: (All Departments)</b>		
541000	Utility Service	Anticipated decrease in City Lights and related to LED light replacements	(38,000)	Various
562200	Electricity	Anticipated increases	7,974	Various
562400	Heating Fuel	Anticipated increases	2,366	Various
562600	Vehicle Fuel	Anticipated increases	8,310	Various
		<b>Net Change Energy Items</b>	<b>(19,350)</b>	
		<b>City Manager's Office</b>		
534006	Consulting Other	Public Relations initiatives	31,298	44
		<b>Economic Development</b>		
532200	Contracted Services	FY17 Transfer "In" temp staffing agency	(14,000)	55
534007	Marketing	Decrease related to the FY17 Buxton subscription	(40,000)	55
		<b>Assessors:</b>		
532200	Contracted Services	FY17 Transfer "In" for Assessing Services	(41,600)	72

Explanation of Changes  $\geq$  \$10,000 General Fund - Chart C

OBJECT	ACCOUNT NAME	COMMENTS	AMOUNT	PAGE
		<b>Finance-Business Office</b>		
534003	Software Maintenance	Increase related to Munis and Kronos software licensing	18,093	78
		<b>General Overhead:</b>		
584000	Contingency	FY17 Transfers "Out" for collective bargaining settlements and other general contingencies	(240,376)	86
584000	Contingency	Anticipated collective bargaining settlements	125,000	86
589025	Health & Social Services	Additional funding for Addiction Recover Center	75,000	86
593009	Transfer to Other Funds	Economic Development Fund host fees transfer to Fund 7023 that was eliminated in FY17	100,000	86
		<b>Fire</b>		
573900	Other Equipment	Decrease related to FY17 new firefighter gear purchases	(10,346)	122
		<b>Public Works:</b>		
533000	Other Professional Services	FY17 Transfer "Out" for NHDES landfill monitoring requirements	16,142	133
533002	Engineering Services	FY17 Transfer "In" for NHDES landfill monitoring requirements	(14,250)	133
561021	Snow Removal Supplies	FY17 Transfers "In"	(38,600)	134
		<b>Capital Project Transfers &amp; Payments:</b>		
593003	Transfer to Capital Fund	Decrease in the amount of cash funding CIP requests	(756,736)	156
		<b>Tax Abatements:</b>		
589032	Tax Abatements	FY17 Transfer "In" for additional abatements	(72,688)	155
Various		<b>Other Changes</b>	4,083	
		<b>Sub-Total Changes before Debt Service and County Tax</b>	(274,209)	Various
		<b>County Tax:</b>		
589033	County Tax	Anticipated County Tax Increase	174,850	153
			-	
		<b>Debt Service:</b>		
583000	Interest Expense	Increase related to 2017 New Bond Issue	97,612	154
591000	Redemption of Principal	Increase related to 2017 New Bond Issue	560,968	154
		<b>Sub-Total Debt Service</b>	<b>658,580</b>	
		<b>Total Changes including County Tax and Debt Service</b>	<b>837,513</b>	

## CITY GENERAL FUND REVENUE BY ACCOUNT

	FY 16 ACTUAL	FY 17 REVISED	FY 18 DRAFT	FY 18 DEPT REQ	FY 18 CM PROP	\$ CHANGE
<b><u>ECONOMIC DEVELOPMENT</u></b>						
406201 MISCELLANEOUS	125	0	0	0	0	0
<b>TOTAL ECONOMIC DEVELOPMENT</b>	<b>125</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b><u>CITY CLERK</u></b>						
400408 MARRIAGE LICENSES	1,691	1,820	1,820	1,820	1,820	0
400409 DOG LICENSES	26,764	26,000	26,000	26,000	26,000	0
400416 E-REGISTRATION FEES	99	500	500	500	500	0
400423 LANDLORD REGISTRATIONS	0	100	100	100	100	0
400428 POSTAGE	436	400	400	400	400	0
402101 UCC FILINGS FEES	5,625	1,000	1,000	1,000	1,000	0
402109 VITAL RECORDS	25,979	17,000	17,000	17,000	17,000	0
402139 DOG LICENSES STATE	12,007	12,600	12,600	12,600	12,600	0
402140 MARRIAGE LICENSES STATE	9,615	10,000	10,000	10,000	10,000	0
402141 VITAL RECORDS STATE	28,657	31,900	31,900	31,900	31,900	0
406201 MISCELLANEOUS	4,036	4,000	4,000	4,000	4,000	0
<b>TOTAL CITY CLERK</b>	<b>114,908</b>	<b>105,320</b>	<b>105,320</b>	<b>105,320</b>	<b>105,320</b>	<b>0</b>
<b><u>ASSESSORS</u></b>						
406201 MISCELLANEOUS	351	0	0	0	0	0
<b>TOTAL ASSESSORS</b>	<b>351</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b><u>BUSINESS OFFICE</u></b>						
400302 INTEREST INCOME	75,246	55,000	55,000	55,000	55,000	0
406201 MISCELLANEOUS	0	1,000	1,000	1,000	1,000	0
<b>TOTAL BUSINESS OFFICE</b>	<b>75,246</b>	<b>56,000</b>	<b>56,000</b>	<b>56,000</b>	<b>56,000</b>	<b>0</b>
<b><u>TAX COLLECTOR</u></b>						
400101 PROPERTY TAX	24,628,333	25,041,652	25,435,123	25,590,405	25,423,894	382,242
400102 TIMBER AND GRAVEL TAX	14,258	4,000	4,000	4,000	4,000	0
400103 CHARGE FOR CURRENT USE	68,580	35,000	35,000	35,000	35,000	0
400301 INT ON DELINQ TAXES	661,256	525,000	525,000	525,000	525,000	0
400406 MOTOR VEHICLE PERMITS	4,531,481	3,616,400	3,616,400	3,616,400	4,000,000	383,600
400413 TRANSPORTATION TAX FEES	173,265	170,000	170,000	170,000	170,000	0
400416 E-REGISTRATION FEES	1,512	7,500	7,500	7,500	7,500	0
402142 TAX SALE REIMBURSEMENT	16,363	24,000	24,000	24,000	24,000	0

## CITY GENERAL FUND REVENUE BY ACCOUNT

	FY 16 ACTUAL	FY 17 REVISED	FY 18 DRAFT	FY 18 DEPT REQ	FY 18 CM PROP	\$ CHANGE
<b>TOTAL TAX COLLECTOR</b>	<b>30,095,048</b>	<b>29,423,552</b>	<b>29,817,023</b>	<b>29,972,305</b>	<b>30,189,394</b>	<b>765,842</b>
<b><u>GENERAL OVERHEAD</u></b>						
400000 HOST COMMUNITY FEES	738,701	535,000	535,000	535,000	2,000,000	1,465,000
400104 PAYMENT IN LIEU OF TAXES	389,233	394,366	394,366	394,366	394,366	0
401603 ROOMS AND MEALS TAX	1,434,205	1,544,821	1,441,166	1,441,166	1,441,166	(103,655)
401605 CABLEVISION	249,282	230,000	230,000	230,000	230,000	0
406101 TRANSFER FROM FUND BALANCE	0	2,899,158	1,568,422	1,568,422	1,262,981	(1,636,177)
406102 TRANSFER FROM CIP	29,614	0	0	0	0	0
406106 TRANSFER FROM OTHER FUNDS	4,505	4,000	4,100	4,100	4,100	100
406201 MISCELLANEOUS	524,719	5,000	5,000	5,000	5,000	0
406500 LEASE/RENTALS	637,242	0	0	0	0	0
451900 RENTAL INCOME	18,457	17,457	17,457	17,457	17,457	0
<b>TOTAL GENERAL OVERHEAD</b>	<b>4,025,958</b>	<b>5,629,802</b>	<b>4,195,511</b>	<b>4,195,511</b>	<b>5,355,070</b>	<b>(274,732)</b>
<b><u>PUBLIC BUILDINGS</u></b>						
406201 MISCELLANEOUS	3,670	0	0	0	0	0
<b>TOTAL PUBLIC BUILDINGS</b>	<b>3,670</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b><u>PLANNING</u></b>						
400424 POSTAGE - ABUTTER NOTICES	1,941	1,000	2,000	2,000	2,000	1,000
402102 SITE REVIEW APPLICATIONS	49,987	12,000	12,000	12,000	12,000	0
402104 SUB DIVISION APPLICATIONS	9,378	2,000	2,000	2,000	2,000	0
406201 MISCELLANEOUS	78	250	250	250	250	0
<b>TOTAL PLANNING</b>	<b>61,384</b>	<b>15,250</b>	<b>16,250</b>	<b>16,250</b>	<b>16,250</b>	<b>1,000</b>
<b><u>LEGAL</u></b>						
406106 TRANSFER FROM OTHER FUNDS	50,000	50,000	50,000	50,000	50,000	0
<b>TOTAL LEGAL</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>0</b>
<b><u>POLICE</u></b>						
400407 PISTOL PERMITS	7,304	5,145	5,816	5,816	5,816	671
402110 COPY MACHINE	3,868	3,700	3,823	3,823	1,323	(2,377)
402111 O/S SECURITY SERVICES	222,603	240,000	240,000	220,000	220,000	(20,000)
402115 ALARM FEES	5,820	4,900	5,117	5,500	5,500	600
402120 WRECKER SERVICE	0	1,650	0	0	0	(1,650)
402121 DOG SHELTER & TRANSPORT	1,141	1,500	1,238	1,500	1,500	0

## CITY GENERAL FUND REVENUE BY ACCOUNT

	FY 16 ACTUAL	FY 17 REVISED	FY 18 DRAFT	FY 18 DEPT REQ	FY 18 CM PROP	\$ CHANGE
402122 DOG FINES	11,888	16,000	12,905	14,000	14,000	(2,000)
405201 COURT FINES	15,643	14,000	15,693	10,000	10,000	(4,000)
405202 PARKING TICKETS	3,260	5,600	3,751	4,000	4,000	(1,600)
405203 EXCESS ALARM PENALTY	1,400	3,000	2,000	2,000	2,000	(1,000)
406201 MISCELLANEOUS	8,713	4,400	7,240	4,000	4,000	(400)
406209 POLICE RESTITUTION	850	1,000	1,392	1,000	1,000	0
406210 WITNESS FEES	16,473	7,000	10,961	7,000	7,000	0
406216 HOST TRAINING FEES	4,785	6,000	4,785	6,000	6,000	0
406299 INSURANCE CLAIM REIMBURSEME	12,309	5,000	12,309	5,000	5,000	0
<b>TOTAL POLICE</b>	<b>316,056</b>	<b>318,895</b>	<b>327,030</b>	<b>289,639</b>	<b>287,139</b>	<b>(31,756)</b>
<b><u>FIRE</u></b>						
400417 RERP	17,559	13,500	13,500	13,500	13,500	0
402111 O/S SECURITY SERVICES	15,952	15,000	15,000	15,000	15,000	0
402157 FIRE PREVENTION FEES	7,465	1,825	1,850	1,850	1,850	25
402179 FEDERAL GRANTS	0	6,000	0	0	0	(6,000)
406201 MISCELLANEOUS	3,221	0	0	0	0	0
406205 FIRE DONATIONS	0	500	500	500	500	0
<b>TOTAL FIRE</b>	<b>44,197</b>	<b>36,825</b>	<b>30,850</b>	<b>30,850</b>	<b>30,850</b>	<b>(5,975)</b>
<b><u>DISPATCH CENTER</u></b>						
400303 CONTRACT REVENUE	59,166	62,044	62,044	62,044	60,290	(1,754)
<b>TOTAL DISPATCH CENTER</b>	<b>59,166</b>	<b>62,044</b>	<b>62,044</b>	<b>62,044</b>	<b>60,290</b>	<b>(1,754)</b>
<b><u>CODE ENFORCEMENT</u></b>						
400401 FOOD ESTABLISHMENT LICENSE	20,855	29,000	29,000	29,000	29,000	0
400402 TAXI LICENSE	1,600	1,000	1,000	1,000	1,000	0
400403 AMUSEMENT LICENSE	2,600	4,000	4,000	4,000	4,000	0
400404 BUILDING PERMITS	523,773	319,000	319,000	319,000	319,000	0
400411 HAWKERS & PEDDLERS LICENSE	325	500	500	500	500	0
400424 POSTAGE - ABUTTER NOTICES	781	1,000	1,000	1,000	1,000	0
400425 SECOND HAND DEALER LICENSE	1,450	1,000	1,000	1,000	1,000	0
400426 PAWNBROKER LICENSE	250	200	250	250	250	50
400427 JUNK YARD & DEALER LICENSE	175	175	175	175	175	0
400429 OUTDOOR DINING LICENSE	45	0	50	50	50	50
402103 ZONING APPLICATIONS	4,325	7,000	7,000	7,000	7,000	0

## CITY GENERAL FUND REVENUE BY ACCOUNT

	FY 16 ACTUAL	FY 17 REVISED	FY 18 DRAFT	FY 18 DEPT REQ	FY 18 CM PROP	\$ CHANGE
406201 MISCELLANEOUS	1,172	100	100	100	100	0
406299 INSURANCE CLAIM REIMBURSEME	1,430	0	0	0	0	0
<b>TOTAL CODE ENFORCEMENT</b>	<b>558,781</b>	<b>362,975</b>	<b>363,075</b>	<b>363,075</b>	<b>363,075</b>	<b>100</b>
<b><u>PUBLIC WORKS</u></b>						
400405 EXCAVATION PERMITS	2,700	6,700	6,700	6,700	6,700	0
400412 HAZARDOUS WASTE	20,463	14,000	19,750	19,750	19,750	5,750
400414 DRIVEWAY PERMITS FEES	6,600	4,500	4,800	4,800	4,800	300
400418 INSPECTION FEES	7,050	0	0	0	0	0
400420 COMPOST BINS	47	0	0	0	0	0
400421 RECYCLE BINS	3,085	0	0	0	0	0
400422 TOTER SYSTEM STICKERS	1,502	0	0	0	0	0
401604 HIGHWAY BLOCK SUBSIDY	605,374	609,283	530,930	530,930	530,930	(78,353)
406201 MISCELLANEOUS	9,754	10,000	10,000	10,000	10,000	0
406299 INSURANCE CLAIM REIMBURSEME	14,429	0	0	0	0	0
<b>TOTAL PUBLIC WORKS</b>	<b>671,004</b>	<b>644,483</b>	<b>572,180</b>	<b>572,180</b>	<b>572,180</b>	<b>(72,303)</b>
<b><u>WELFARE</u></b>						
402123 WELFARE REIMBURSEMENT	5,241	7,500	6,500	6,500	6,500	(1,000)
<b>TOTAL WELFARE</b>	<b>5,241</b>	<b>7,500</b>	<b>6,500</b>	<b>6,500</b>	<b>6,500</b>	<b>(1,000)</b>
<b><u>RECREATION</u></b>						
402124 BASKETBALL PROGRAM FEES	26,858	25,000	27,000	27,000	27,000	2,000
402130 PARKS & PLAYGROUNDS	58,025	58,000	61,000	61,000	61,000	3,000
402153 POOLS	13,205	12,000	14,000	14,000	14,000	2,000
402154 REC PROGRAMS	8,510	15,000	9,000	9,000	9,000	(6,000)
406200 OTHER RENTALS & VENDING	24,572	16,000	16,000	16,000	16,000	0
406201 MISCELLANEOUS	3,236	4,000	1,000	1,000	1,000	(3,000)
<b>TOTAL RECREATION</b>	<b>134,406</b>	<b>130,000</b>	<b>128,000</b>	<b>128,000</b>	<b>128,000</b>	<b>(2,000)</b>
<b><u>LIBRARY</u></b>						
400419 LIBRARY REGISTRATION FEES	8,250	7,475	6,950	6,950	6,950	(525)
402110 COPY MACHINE	4,608	4,440	4,740	4,740	4,740	300
402180 OVERDUE COLLECTION FEES	0	0	0	0	3,600	3,600
406217 DONATIONS	75	1,000	1,000	1,000	1,000	0

## CITY GENERAL FUND REVENUE BY ACCOUNT

	FY 16 ACTUAL	FY 17 REVISED	FY 18 DRAFT	FY 18 DEPT REQ	FY 18 CM PROP	\$ CHANGE
TOTAL LIBRARY	12,933	12,915	12,690	12,690	16,290	3,375
GRAND TOTAL CITY	36,228,475	36,855,561	35,742,473	35,860,364	37,236,358	380,797

## SCHOOL DEPARTMENT REVENUE SUMMARY

	FY16 ACTUAL	FY17 REVISED	FY18 DRAFT	FY18 DEPT REQ	FY18 CM PROP	\$ CHANGE
TOTAL SCHOOL GF REVENUES	58,077,701	59,678,599	59,678,599	61,293,049	60,840,549	1,161,950
TAX CAP COMPLIANCE ADJUSTMENT	0	0	0	0	(1,329,858)	(1,329,858)
NET TOTAL SCHOOL GF REVENUES	58,077,701	59,678,599	59,678,599	61,293,049	59,510,691	(167,908)

## CAPITAL IMPROVEMENTS REVENUE SUMMARY

	PROJECT AMOUNT	BOND PROCEEDS	O&M CASH	FUND BAL RET EARN	TIF REVENUE	TIF BOND	GRANTS
<b><u>GENERAL FUND</u></b>							
CITY*	17,084,400	14,489,000	2,595,400	0	0	0	0
SCHOOL	24,774,127	7,169,627	104,500	0	0	0	17,500,000
<b>TOTAL GENERAL FUND</b>	<b>41,858,527</b>	<b>21,658,627</b>	<b>2,699,900</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>17,500,000</b>
<b><u>ENTERPRISE FUNDS</u></b>							
WATER	5,525,000	5,425,000	100,000	0	0	0	0
SEWER	7,769,500	7,480,000	289,500	0	0	0	0
ARENA	120,000	120,000	0	0	0	0	0
<b>TOTAL ENTERPRISE FUNDS</b>	<b>13,414,500</b>	<b>13,025,000</b>	<b>389,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b><u>TIFS</u></b>							
GRANITE STATE BUSINESS PARK	142,500	0	0	0	142,500	0	0
GRANITE RIDGE DEVELOPMENT	100,000	0	0	0	0	100,000	0
	<b>242,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>142,500</b>	<b>100,000</b>	<b>0</b>
<b>TOTAL ALL CIP</b>	<b>55,515,527</b>	<b>34,683,627</b>	<b>3,089,400</b>	<b>0</b>	<b>142,500</b>	<b>100,000</b>	<b>17,500,000</b>

\* Includes Community Center CIP's

**WATER WORKS  
REVENUES BY ACCOUNT**

	<b>FY 16 ACTUAL</b>	<b>FY 17 REVISED</b>	<b>FY 18 DRAFT</b>	<b>FY 18 DEPT REQ</b>	<b>FY 18 CM PROP</b>	<b>\$ CHANGE</b>
400302 INTEREST INCOME	2,500	2,500	2,500	2,500	2,500	0
406105 TRANSFER FROM RET EARNINGS	0	2,283,167	2,114,337	2,017,682	2,364,068	80,901
406201 MISCELLANEOUS	68,033	25,000	25,000	25,000	25,000	0
406600 CONSTRUCTION	71,737	50,000	50,000	50,000	50,000	0
406601 USER FEES	3,614,634	3,500,000	3,500,000	3,500,000	3,700,000	200,000
406602 INTEREST ON DEL ACCTS	12,109	12,000	12,000	12,000	12,000	0
406603 HYDRANT RENTAL	27,930	24,000	24,000	24,000	24,000	0
<b>TOTAL</b>	<b>3,796,942</b>	<b>5,896,667</b>	<b>5,727,837</b>	<b>5,631,182</b>	<b>6,177,568</b>	<b>280,901</b>
 <b>TOTAL WATER WORKS</b>	 <b>3,796,942</b>	 <b>5,896,667</b>	 <b>5,727,837</b>	 <b>5,631,182</b>	 <b>6,177,568</b>	 <b>280,901</b>

**SEWER WORKS  
REVENUES BY ACCOUNT**

	<b>FY 16 ACTUAL</b>	<b>FY 17 REVISED</b>	<b>FY 18 DRAFT</b>	<b>FY 18 DEPT REQ</b>	<b>FY 18 CM PROP</b>	<b>\$ CHANGE</b>
400302 INTEREST INCOME	2,500	2,500	2,500	2,500	2,500	0
406105 TRANSFER FROM RET EARNINGS	0	1,677,334	1,669,973	1,964,818	2,650,369	973,035
406201 MISCELLANEOUS	134,469	4,000	4,000	4,000	4,000	0
406211 HOMEMAKERS SRF LOAN CS330122	0	16,049	16,049	16,049	16,049	0
406306 STATE AID GRANT C-520	43,479	345,384	333,430	333,430	333,430	(11,954)
406307 STATE AID GRANT C-773	7,290	7,291	7,291	7,291	7,291	0
406308 STATE AID GRANT C-775	3,323	11,681	11,378	11,378	11,378	(303)
406309 STATE AID GRANT C-835	18,445	45,206	44,182	44,182	44,182	(1,024)
406310 STATE AID GRANT C-836	5,417	14,811	14,510	14,510	14,510	(301)
406311 STATE AID GRANT C-839	12,574	31,901	31,204	31,204	31,204	(697)
406600 CONSTRUCTION	717	10,000	10,000	10,000	10,000	0
406601 USER FEES	4,318,688	4,500,000	4,500,000	4,500,000	4,600,000	100,000
406602 INTEREST ON DEL ACCTS	12,078	12,000	12,000	12,000	12,000	0
406607 IMPACT FEES	65,770	14,000	14,000	14,000	14,000	0
406701 SEPTIC DISPOSAL PERMIT	104,264	175,000	125,000	125,000	125,000	(50,000)
406703 INDUSTRIAL PRE-TREAT	20,123	10,000	10,000	10,000	10,000	0
<b>TOTAL</b>	<b>4,749,138</b>	<b>6,877,157</b>	<b>6,805,517</b>	<b>7,100,362</b>	<b>7,885,913</b>	<b>1,008,756</b>
 <b>TOTAL SEWER WORKS</b>	 <b>4,749,138</b>	 <b>6,877,157</b>	 <b>6,805,517</b>	 <b>7,100,362</b>	 <b>7,885,913</b>	 <b>1,008,756</b>

**ARENA  
REVENUES BY ACCOUNT**

	<b>FY 16 ACTUAL</b>	<b>FY 17 REVISED</b>	<b>FY 18 DRAFT</b>	<b>FY 18 DEPT REQ</b>	<b>FY 18 CM PROP</b>	<b>\$ CHANGE</b>
406103 TRANSFER FROM GEN FUND	70,498	0	0	0	0	0
406105 TRANSFER FROM RET EARNINGS	0	170,103	175,794	168,294	183,892	13,789
406201 MISCELLANEOUS	6,481	0	0	0	0	0
406202 PRO SHOP & VENDING	31,604	28,850	29,100	29,100	29,100	250
406450 ADVERTISING	16,100	13,500	16,000	16,000	16,000	2,500
406500 LEASE/RENTALS	367,958	359,000	345,000	345,000	345,000	(14,000)
406805 LEASE RECREATION DEPT.	10,000	10,000	35,000	35,000	35,000	25,000
<b>TOTAL</b>	<b>502,642</b>	<b>581,453</b>	<b>600,894</b>	<b>593,394</b>	<b>608,992</b>	<b>27,539</b>
 <b>TOTAL ARENA</b>	 <b>502,642</b>	 <b>581,453</b>	 <b>600,894</b>	 <b>593,394</b>	 <b>608,992</b>	 <b>27,539</b>

**COMMUNITY CENTER  
REVENUES BY ACCOUNT**

	<b>FY 16 ACTUAL</b>	<b>FY 17 REVISED</b>	<b>FY 18 DRAFT</b>	<b>FY 18 DEPT REQ</b>	<b>FY 18 CM PROP</b>	<b>\$ CHANGE</b>
406105 TRANSFER FROM RET EARNINGS	0	99,273	69,811	70,755	124,469	25,196
406801 LEASE/RENT GYM & ROOMS	2	0	0	0	0	0
406802 LEASE STATE OF NH	275,250	275,250	280,755	280,755	280,755	5,505
406803 LEASE SCHOOL MAINT	60,950	60,950	60,950	60,950	60,950	0
406804 LEASE ALT SCHOOL	72,891	72,891	72,891	72,891	72,891	0
406805 LEASE RECREATION DEPT.	60,000	60,000	60,000	60,000	35,000	(25,000)
406806 STRAF COUNTY HEAD START	63,000	63,000	63,000	63,000	63,000	0
406807 STRAFFORD COUNTY CAP	24,990	24,990	24,990	24,990	24,990	0
406808 LEASE SAU OFFICE	79,608	79,608	79,608	79,608	79,608	0
406813 HOPE SCHOOL	21,007	21,007	21,007	21,007	21,007	0
406818 STRAFFORD REGION PLANNING CO	30,000	30,000	30,000	30,000	30,000	0
406819 WILLIAMS DRIVING SCHOOL LEASI	5,083	5,083	5,083	5,083	5,083	0
406821 ROCHESTER AREA SENIOR CITIZEN	0	1	1	1	1	0
406824 SHARE	901	901	901	901	901	0
406825 CROSSPOINT CHURCH	18,000	18,000	18,000	18,000	18,000	0
<b>TOTAL</b>	<b>711,682</b>	<b>810,954</b>	<b>786,997</b>	<b>787,941</b>	<b>816,655</b>	<b>5,701</b>
 <b>TOTAL COMMUNITY CENTER</b>	 <b>711,682</b>	 <b>810,954</b>	 <b>786,997</b>	 <b>787,941</b>	 <b>816,655</b>	 <b>5,701</b>

**ECONOMIC DEVELOPMENT FUND  
REVENUE BY ACCOUNT**

	<b>FY 16 ACTUAL</b>	<b>FY 17 REVISED</b>	<b>FY 18 DRAFT</b>	<b>FY 18 DEPT REQ</b>	<b>FY 18 CM PROP</b>	<b>\$ CHANGE</b>
<b><u>ECONOMIC DEVELOPMENT FUND</u></b>						
405801 SALE OF CITY PROPERTY	0	0	0	0	0	0
406101 TRANSFER FROM FUND BALANCE	0	57,934	0	0	0	(57,934)
406102 TRANSFER FROM CIP	0	0	0	0	0	0
406103 TRANSFER FROM GEN FUND	100,000	0	0	0	0	0
406108 TRANSFER FROM PROJECT FUTUR	0	0	0	0	0	0
406201 MISCELLANEOUS	0	0	0	0	0	0
<b>TOTAL ECONOMIC DEVELOPMENT</b>	<b>100,000</b>	<b>57,934</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(57,934)</b>
 <b>TOTAL ECONOMIC DEV FUND</b>	 <b>100,000</b>	 <b>57,934</b>	 <b>0</b>	 <b>0</b>	 <b>0</b>	 <b>(57,934)</b>

## CITY GRANTS REVENUE SUMMARY

	FY16 ACTUAL	FY17 REVISED	FY18 DRAFT	FY18 DEPT REQ	FY18 CM PROP	\$ CHANGE
<b><u>GRANT NAME</u></b>						
CDBG	328,260	241,052	241,052	241,052	241,052	0
HUD OFFICER	54,203	65,000	65,000	65,000	65,000	0
ICAC	2,349	5,000	5,000	5,000	5,000	0
BRIDGING THE GAPS	92,621	125,000	125,000	125,000	125,000	0
DOJ COPS GRANT	0	41,667	41,667	41,667	41,667	0
<b>TOTAL CITY GRANTS</b>	<b>477,433</b>	<b>477,719</b>	<b>477,719</b>	<b>477,719</b>	<b>477,719</b>	<b>0</b>

## SCHOOL LUNCH AND SCHOOL GRANTS REVENUE SUMMARY

	FY16 ACTUAL	FY17 APPROP	FY17 REVISED	FY18 DEPT REQ	FY18 CM PROP	\$ CHANGE
<b><u>SCHOOL GRANTS</u></b>						
SCHOOL LUNCH	1,800,000	1,800,000	1,800,000	1,800,000	1,800,000	0
GRANTS	3,060,000	3,571,000	3,571,000	3,571,000	3,571,000	0
<b>TOTALS</b>	<b>4,860,000</b>	<b>5,371,000</b>	<b>5,371,000</b>	<b>5,371,000</b>	<b>5,371,000</b>	<b>0</b>

**TIF 162K GRANITE STATE BUSINESS PARK  
REVENUE BY ACCOUNT FUND 7028**

	<b>FY 16 ACTUAL</b>	<b>FY 17 REVISED</b>	<b>FY 18 DRAFT</b>	<b>FY 18 DEPT REQ</b>	<b>FY 18 CM PROP</b>	<b>\$ CHANGE</b>
400105 TAX INCREMENT	89,166	100,500	0	0	142,500	42,000
<b>TOTAL</b>	<b>89,166</b>	<b>100,500</b>	<b>0</b>	<b>0</b>	<b>142,500</b>	<b>42,000</b>
 <b>TOTAL PUBLIC WORKS</b>	 <b>89,166</b>	 <b>100,500</b>	 <b>0</b>	 <b>0</b>	 <b>142,500</b>	 <b>42,000</b>

## TIF 205C SAFRAN REVENUE-FUND 7029

	FY 16 ACTUAL	FY 17 REVISED	FY 18 DRAFT	FY 18 DEPT REQ	FY 18 CM PROP	\$ CHANGE
400105 TAX INCREMENT	36,466	656,509	677,220	677,220	677,220	20,711
<b>TOTAL</b>	<b>36,466</b>	<b>656,509</b>	<b>677,220</b>	<b>677,220</b>	<b>677,220</b>	<b>20,711</b>
<b>TOTAL PUBLIC WORKS</b>	<b>36,466</b>	<b>656,509</b>	<b>677,220</b>	<b>677,220</b>	<b>677,220</b>	<b>20,711</b>

**TIF 162K GRANITE RIDGE DEVELOPMENT  
REVENUE BY ACCOUNT-FUND 7030**

	<b>FY 16 ACTUAL</b>	<b>FY 17 REVISED</b>	<b>FY 18 DRAFT</b>	<b>FY 18 DEPT REQ</b>	<b>FY 18 CM PROP</b>	<b>\$ CHANGE</b>
400105 TAX INCREMENT	173,312	120,713	481,813	481,813	481,813	361,100
406106 TRANSFER FROM OTHER FUNDS	0	0	0	0	0	0
406201 MISCELLANEOUS	0	0	0	0	0	0
<b>TOTAL</b>	<b>173,312</b>	<b>120,713</b>	<b>481,813</b>	<b>481,813</b>	<b>481,813</b>	<b>361,100</b>
 <b>TOTAL PUBLIC WORKS</b>	 <b>173,312</b>	 <b>120,713</b>	 <b>481,813</b>	 <b>481,813</b>	 <b>481,813</b>	 <b>361,100</b>

## CITY GENERAL FUND EXPENDITURES BY DEPARTMENT

	FY 16 ACTUAL	FY 17 REVISED	FY 18 DRAFT	FY 18 DEPT REQ	FY 18 CM PROP	\$ CHANGE
<b><u>GENERAL GOVERNMENT</u></b>						
COUNCIL/MANAGER	272,135	399,890	405,544	408,798	443,619	43,729
ECONOMIC DEVELOPMENT	288,042	475,213	442,798	444,553	438,569	(36,644)
MIS	377,394	426,679	431,054	431,054	605,662	178,983
CITY CLERK	272,453	292,862	295,573	295,573	290,925	(1,937)
ELECTIONS	42,498	46,251	32,519	32,519	32,519	(13,732)
ASSESSORS	385,870	414,322	420,112	420,112	443,600	29,278
BUSINESS OFFICE	625,224	656,923	674,776	686,712	690,780	33,857
TAX COLLECTOR	324,604	342,182	357,589	358,700	349,555	7,373
GENERAL OVERHEAD	836,844	664,983	751,128	751,128	946,927	281,944
PUBLIC BUILDINGS	847,626	884,877	958,296	960,732	911,800	26,923
PLANNING	340,978	361,660	390,509	390,890	384,398	22,738
LEGAL	484,873	543,843	540,180	551,533	576,345	32,502
<b>TOTAL GENERAL GOVERNMENT</b>	<b>5,098,542</b>	<b>5,509,685</b>	<b>5,700,078</b>	<b>5,732,304</b>	<b>6,114,699</b>	<b>605,014</b>
<b><u>PUBLIC SAFETY</u></b>						
POLICE	6,672,563	6,985,037	7,184,218	7,191,385	7,076,316	91,279
FIRE	4,179,121	4,278,447	4,437,626	4,437,626	4,322,560	44,113
DISPATCH CENTER	703,337	746,093	772,246	774,399	752,814	6,721
CODE ENFORCEMENT	519,827	570,067	635,711	594,835	579,216	9,149
AMBULANCE	54,913	56,468	56,468	56,468	57,945	1,477
<b>TOTAL PUBLIC SAFETY</b>	<b>12,129,761</b>	<b>12,636,112</b>	<b>13,086,269</b>	<b>13,054,713</b>	<b>12,788,851</b>	<b>152,739</b>
<b><u>PUBLIC WORKS</u></b>						
PUBLIC WORKS	2,360,372	2,596,139	2,619,869	2,623,495	2,560,490	(35,649)
CITY LIGHTS	272,513	271,500	274,000	274,000	239,000	(32,500)
<b>TOTAL PUBLIC WORKS</b>	<b>2,632,885</b>	<b>2,867,639</b>	<b>2,893,869</b>	<b>2,897,495</b>	<b>2,799,490</b>	<b>(68,149)</b>
<b><u>SOCIAL SERVICES/LEISURE</u></b>						
WELFARE	362,365	458,850	475,224	475,224	467,177	8,327
RECREATION	714,717	723,508	788,065	747,778	776,262	52,754
LIBRARY	1,099,323	1,121,163	1,185,062	1,186,044	1,203,985	82,822
<b>TOTAL SOCIAL SERVICES/LEISURE</b>	<b>2,176,405</b>	<b>2,303,521</b>	<b>2,448,351</b>	<b>2,409,046</b>	<b>2,447,424</b>	<b>143,903</b>
<b><u>COUNTY TAX</u></b>						
COUNTY TAX	5,980,421	6,133,368	6,308,218	6,308,218	6,308,218	174,850
<b>TOTAL COUNTY TAX</b>	<b>5,980,421</b>	<b>6,133,368</b>	<b>6,308,218</b>	<b>6,308,218</b>	<b>6,308,218</b>	<b>174,850</b>
<b><u>OTHER DEPARTMENTS</u></b>						
DEBT SERVICE	4,481,816	3,431,440	3,213,432	3,213,432	4,090,020	658,580
TAX ABATEMENTS	104,705	164,944	92,256	92,256	92,256	(72,688)
CIP & OTHER TRANSFERS	3,028,298	3,352,136	2,000,000	2,152,900	2,595,400	(756,736)
<b>TOTAL OTHER DEPARTMENTS</b>	<b>7,614,819</b>	<b>6,948,520</b>	<b>5,305,688</b>	<b>5,458,588</b>	<b>6,777,676</b>	<b>(170,844)</b>

## CITY GENERAL FUND EXPENDITURES BY DEPARTMENT

	FY 16 ACTUAL	FY 17 REVISED	FY 18 DRAFT	FY 18 DEPT REQ	FY 18 CM PROP	\$ CHANGE
GRAND TOTAL CITY	35,632,833	36,398,845	35,742,473	35,860,364	37,236,358	837,513

## SCHOOL DEPARTMENT EXPENDITURE SUMMARY

	FY16 ACTUAL	FY17 REVISED	FY18 DRAFT	FY18 DEPT REQ	FY18 CM PROP	\$ CHANGE
TOTAL SCHOOL GF EXPENDITURES	58,077,701	59,678,599	59,678,599	61,293,049	60,840,549	1,161,950
TAX CAP COMPLIANCE ADJUSTMENT	0	0	0	0	(1,329,858)	(1,329,858)
NET TOTAL SCHOOL GF EXPENDITURES	58,077,701	59,678,599	59,678,599	61,293,049	59,510,691	(167,908)

## CAPITAL IMPROVEMENTS EXPENDITURE SUMMARY

	FY16 ACTUAL	FY17 ADOPTED	FY17 REVISED	FY18 DEPT REQ	FY18 CM PROP	\$ CHANGE
<b><u>GENERAL FUND</u></b>						
CITY	3,683,086	5,086,400	6,989,890	16,635,400	17,084,400	10,094,510
SCHOOL	4,474,807	3,351,646	3,351,646	24,774,127	24,774,127	21,422,481
<b>TOTAL GENERAL FUND</b>	<b>8,157,893</b>	<b>8,438,046</b>	<b>10,341,536</b>	<b>41,409,527</b>	<b>41,858,527</b>	<b>31,516,991</b>
<b><u>ENTERPRISE FUNDS</u></b>						
WATER	2,308,990	4,522,000	4,622,000	5,525,000	5,525,000	903,000
SEWER	2,052,993	9,248,500	9,517,034	7,769,500	7,769,500	(1,747,534)
ARENA	42,503	575,000	575,000	120,000	120,000	(455,000)
COMMUNITY CENTER	50,000	300,000	300,000	0	0	(300,000)
<b>TOTAL ENTERPRISE FUNDS</b>	<b>4,454,486</b>	<b>14,645,500</b>	<b>15,014,034</b>	<b>13,414,500</b>	<b>13,414,500</b>	<b>(1,599,534)</b>
<b><u>TIFS</u></b>						
GRANITE STATE BUSINESS PARK	90,000	100,500	100,500	142,500	142,500	42,000
GRANITE RIDGE DEVELOPMENT	0	1,500	1,500	100,000	100,000	98,500
<b>TOTAL TIFS</b>	<b>90,000</b>	<b>102,000</b>	<b>102,000</b>	<b>242,500</b>	<b>242,500</b>	<b>140,500</b>
<b>TOTAL ALL CIP</b>	<b>12,702,379</b>	<b>23,185,546</b>	<b>25,457,570</b>	<b>55,066,527</b>	<b>55,515,527</b>	<b>30,057,957</b>

## ENTERPRISE AND SPECIAL REVENUE FUNDS EXPENDITURE SUMMARY

	FY 16 ACTUAL	FY 17 REVISED	FY 18 DRAFT	FY 18 DEPT REQ	FY 18 CM PROP	\$ CHANGE
<b><u>TAX INCREMENTAL FINANCING FUNDS</u></b>						
GRANITE STATE BUSINESS PARK-162K	90,000	100,500	0	0	142,500	42,000
GRANITE STATE BUSINESS PARK-205C	637,242	656,509	677,220	677,220	677,220	20,711
GRANITE RIDGE TIF 162K	55,301	120,713	481,813	481,813	481,813	361,100
<b>TOTAL TAX INCREMENTAL FINANCING</b>	<b>782,543</b>	<b>877,722</b>	<b>1,159,033</b>	<b>1,159,033</b>	<b>1,301,533</b>	<b>423,811</b>
<b><u>ENTERPRISE FUNDS</u></b>						
WATER WORKS	4,172,388	5,896,667	5,727,837	5,631,182	6,177,568	280,901
SEWER WORKS	4,389,984	6,877,157	6,805,517	7,100,362	7,885,913	1,008,756
ARENA	459,943	581,153	600,894	593,394	608,992	27,839
<b>TOTAL ENTERPRISE FUNDS</b>	<b>9,022,315</b>	<b>13,354,977</b>	<b>13,134,248</b>	<b>13,324,938</b>	<b>14,672,473</b>	<b>1,317,496</b>
<b><u>SPECIAL REVENUE FUNDS</u></b>						
ECONOMIC DEVELOPMENT	163,276	57,934	0	0	0	(57,934)
COMMUNITY CENTER	746,178	810,954	786,997	787,941	816,655	5,701
<b>TOTAL SPECIAL REVENUE FUNDS</b>	<b>909,454</b>	<b>868,888</b>	<b>786,997</b>	<b>787,941</b>	<b>816,655</b>	<b>(52,213)</b>
<b>GRAND TOTAL CITY</b>	<b>10,714,312</b>	<b>15,101,587</b>	<b>15,080,278</b>	<b>15,271,912</b>	<b>16,790,661</b>	<b>1,689,074</b>

## CITY GRANTS EXPENDITURE SUMMARY

	FY16 ACTUAL	FY17 REVISED	FY18 DRAFT	FY18 DEPT REQ	FY18 CM PROP	\$ CHANGE
<b><u>GRANT NAME</u></b>						
CDBG	328,260	241,052	241,052	241,052	241,052	0
HUD OFFICER	54,203	65,000	65,000	65,000	65,000	0
ICAC	2,349	5,000	5,000	5,000	5,000	0
BRIDGING THE GAPS	92,621	125,000	125,000	125,000	125,000	0
DOJ COPS GRANT	0	41,667	41,667	41,667	41,667	0
<b>TOTAL CITY GRANTS</b>	<b>477,433</b>	<b>477,719</b>	<b>477,719</b>	<b>477,719</b>	<b>477,719</b>	<b>0</b>

## SCHOOL LUNCH AND SCHOOL GRANTS EXPENDITURE SUMMARY

	FY16 ACTUAL	FY17 APPROP	FY17 REVISED	FY18 DEPT REQ	FY18 CM PROP	\$ CHANGE
<b><u>GRANT NAME</u></b>						
SCHOOL LUNCH	1,800,000	1,800,000	1,800,000	1,800,000	1,800,000	0
GRANTS	3,060,000	3,571,000	3,571,000	3,571,000	3,571,000	0
<b>TOTALS</b>	<b>4,860,000</b>	<b>5,371,000</b>	<b>5,371,000</b>	<b>5,371,000</b>	<b>5,371,000</b>	<b>0</b>

## CITY GF EXPENDITURE SUMMARY BY GOVERNMENT TYPE

	FY 16 ACTUAL	FY 17 REVISED	FY 18 DRAFT	FY 18 DEPT REQ	FY 18 CM PROP	\$ CHANGE
<b><u>GOVERNMENT TYPE</u></b>						
GENERAL GOVERNMENT	5,098,542	5,509,685	5,700,078	5,732,304	6,114,699	605,014
PUBLIC SAFETY	12,129,761	12,636,112	13,086,269	13,054,713	12,788,851	152,739
PUBLIC WORKS	2,632,885	2,867,639	2,893,869	2,897,495	2,799,490	(68,149)
SOCIAL SERVICES/LEISURE	2,176,405	2,303,521	2,448,351	2,409,046	2,447,424	143,903
COUNTY TAX	5,980,421	6,133,368	6,308,218	6,308,218	6,308,218	174,850
OTHER DEPARTMENTS	7,614,819	6,948,520	5,305,688	5,458,588	6,777,676	(170,844)
<b>GRAND TOTAL CITY</b>	<b>35,632,833</b>	<b>36,398,845</b>	<b>35,742,473</b>	<b>35,860,364</b>	<b>37,236,358</b>	<b>837,513</b>

## CITY GF EXPENDITURE SUMMARY BY CATEGORY

	FY 16 ACTUAL	FY 17 REVISED	FY 18 DRAFT	FY 18 DEPT REQ	FY 18 CM PROP	\$ CHANGE
<b><u>CATEGORY</u></b>						
PERSONNEL - SALARIES	12,128,540	12,649,084	12,885,665	12,876,036	13,018,068	368,984
PERSONNEL - BENEFITS	5,412,291	5,566,751	6,179,902	6,173,850	5,801,888	235,137
TECH/PROF SERVICES	804,543	1,086,592	937,232	936,037	1,037,132	(49,460)
PROPERTY SERVICES	1,333,644	1,350,649	1,368,944	1,366,249	1,323,149	(27,500)
ADMINISTRATIVE COSTS	439,514	494,608	501,870	502,912	515,639	21,031
MATERIALS & SUPPLIES	1,108,341	1,291,641	1,282,116	1,281,136	1,283,451	(8,190)
PROPERTY/FIXED ASSET	87,537	102,638	93,647	85,147	94,147	(8,491)
OTHER GOODS/SERVICES	7,810,354	7,815,924	7,744,593	7,737,593	8,217,694	401,770
OTHER TRANSACTIONS	6,508,070	6,040,958	4,748,504	4,901,404	5,945,190	(95,768)
<b>GRAND TOTAL CITY</b>	<b>35,632,833</b>	<b>36,398,845</b>	<b>35,742,473</b>	<b>35,860,364</b>	<b>37,236,358</b>	<b>837,513</b>

## CITY GF SUMMARY EXPENDITURE BY OBJECT

	FY 16 ACTUAL	FY 17 REVISED	FY 18 DRAFT	FY 18 DEPT REQ	FY 18 CM PROP	\$ CHANGE
<b><u>PERSONNEL - SALARIES</u></b>						
511001 SALARIES - FULL TIME	9,770,997	10,281,860	10,504,998	10,470,657	10,572,780	290,920
511002 SALARIES - PART TIME	1,072,637	1,037,240	1,125,083	1,099,083	1,127,521	90,281
511003 SALARIES - EARLY REPORTING	61,659	85,613	88,206	88,206	88,206	2,593
511004 SALARIES - HOLIDAY PAY	230,888	228,563	227,554	227,554	227,554	(1,009)
511005 SALARIES - OUTSIDE DUTIES	182,698	205,000	205,000	205,000	205,000	0
511009 SALARIES - ELECTED OFFICIALS	38,270	42,300	36,060	36,060	36,060	(6,240)
511099 SALARIES - ADJUSTMENT	45,764	56,738	0	47,712	47,712	(9,026)
513001 OVERTIME - REGULAR	573,644	536,860	532,861	535,861	541,861	5,001
513002 OVERTIME - TRAINING	33,838	57,940	57,940	57,940	57,940	0
514000 EDUCATION INCENTIVE	59,806	55,300	51,500	51,500	53,000	(2,300)
515001 ON CALL	12,147	11,241	11,241	11,241	11,241	0
516000 LONGEVITY	32,196	34,129	29,930	29,930	33,893	(236)
519000 TRAVEL ALLOWANCE	13,996	16,300	15,292	15,292	15,300	(1,000)
<b>PERSONNEL - SALARIES</b>	<b>12,128,540</b>	<b>12,649,084</b>	<b>12,885,665</b>	<b>12,876,036</b>	<b>13,018,068</b>	<b>368,984</b>
<b><u>PERSONNEL - BENEFITS</u></b>						
521100 HEALTH	2,308,510	2,400,374	2,755,914	2,755,914	2,360,625	(39,749)
521200 DENTAL	36,397	37,738	36,345	36,345	36,480	(1,258)
521300 LIFE	11,334	6,822	11,280	11,280	11,420	4,598
522000 SOCIAL SECURITY	522,173	536,605	554,665	543,959	555,565	18,960
523000 RETIREMENT	2,277,149	2,326,436	2,525,909	2,530,563	2,541,472	215,036
525000 UNEMPLOYMENT	4,676	0	1,500	1,500	1,500	1,500
526000 WORKERS' COMPENSATION	204,203	224,419	237,728	237,728	237,728	13,309
528001 IPT	47,849	34,357	56,561	56,561	57,098	22,741
<b>PERSONNEL - BENEFITS</b>	<b>5,412,291</b>	<b>5,566,751</b>	<b>6,179,902</b>	<b>6,173,850</b>	<b>5,801,888</b>	<b>235,137</b>
<b><u>TECH/PROF SERVICES</u></b>						
532001 STAFF DEVELOPMENT	60,439	91,285	85,639	85,194	86,939	(4,346)
532200 CONTRACTED SERVICES	123,178	167,037	111,771	111,771	111,771	(55,266)
533000 OTHER PROF SERVICES	388,220	288,030	302,917	302,167	312,417	24,387
533001 AUDIT	20,132	19,380	19,665	19,665	19,665	285
533002 ENGINEERING SERVICES	6,132	22,150	7,900	7,900	7,900	(14,250)
533003 PHOTO DEVELOPMENT	0	300	300	300	300	0
533004 MEDICAL SERVICES	8,867	12,504	10,820	10,820	10,820	(1,684)
533005 ANIMAL DISPOSAL	679	1,000	1,000	1,000	1,000	0
533006 LABORATORY SERVICES	0	1,900	1,900	1,900	1,900	0

## CITY GF SUMMARY EXPENDITURE BY OBJECT

	FY 16 ACTUAL	FY 17 REVISED	FY 18 DRAFT	FY 18 DEPT REQ	FY 18 CM PROP	\$ CHANGE
<b><u>TECH/PROF SERVICES</u></b>						
533007 RECYCLING PROGRAM	24,492	24,500	24,715	24,715	24,715	215
533008 LAWN & TREE SERVICE	26,720	28,000	28,000	28,000	28,000	0
533010 LABOR NEGOTIATIONS	13,737	37,000	0	0	37,000	0
533011 ANIMAL BOARDING	2,777	4,000	4,000	4,000	4,000	0
533012 GOVERNMENT CHANNEL	6,279	6,525	6,525	6,525	6,525	0
533015 OVERDUE COLLECTION SVCS	0	0	0	0	3,600	3,600
534000 TECHNICAL SERVICES	8,657	10,500	10,500	10,500	10,500	0
534001 STATE FEE COMPUTERS	2,250	4,500	4,500	4,500	4,500	0
534002 CATALOG CARD SERVICE	6,191	6,960	7,215	7,215	7,215	255
534003 SOFTWARE MAINT/LIC	73,384	111,269	100,234	100,234	117,234	5,965
534004 APPRAISALS	3,800	5,000	5,000	5,000	5,000	0
534006 CONSULTING OTHER	9,785	123,602	123,400	123,400	154,900	31,298
534007 MARKETING	0	96,000	56,000	56,000	56,000	(40,000)
534008 CONSERVATION COMMISSION	733	500	500	500	500	0
534010 ELECTRONIC SERVICES	18,093	24,650	24,731	24,731	24,731	81
<b>TECH/PROF SERVICES</b>	<b>804,543</b>	<b>1,086,592</b>	<b>937,232</b>	<b>936,037</b>	<b>1,037,132</b>	<b>(49,460)</b>
<b><u>PROPERTY SERVICES</u></b>						
541000 UTILITY SERVICE	258,286	252,000	259,000	259,000	214,000	(38,000)
541100 WATER & SEWERAGE	16,715	15,790	16,098	16,098	16,098	308
541901 HVAC SERVICE CONTRACT	77,923	82,171	87,448	87,448	87,448	5,277
542101 RUBBISH COLLECTION	541,237	541,657	541,657	541,657	541,657	0
542400 LAWN CARE/LANDSCAPING	3,129	8,500	9,000	9,000	9,000	500
543000 REPAIR AND MAINTENANCE	77,238	84,015	84,080	84,080	84,080	65
543001 VEHICLE MAINT & REPAIRS	107,219	94,200	89,200	89,200	90,700	(3,500)
543002 EQUIPMENT MAINTENANCE	115,059	137,455	143,415	140,720	140,720	3,265
543003 TRANSPORT OF EQUIPMENT	0	500	500	500	500	0
543004 FIREFIGHTER GEAR MAINT	0	1,200	1,000	1,000	1,000	(200)
543500 INSURANCE CLAIM REPAIRS	14,429	0	5,000	5,000	5,000	5,000
544000 RENTALS	70,000	70,000	70,000	70,000	70,000	0
544100 RENTAL LAND & BUILDINGS	1,500	1,500	450	450	450	(1,050)
544200 RENTAL EQUIPMENT	920	1,800	1,800	1,800	1,800	0
544400 RENTAL COMP/COMM EQUIP	1,782	1,764	0	0	0	(1,764)
544500 LEASE COPIER/PRINTERS	46,547	56,337	58,236	58,236	58,636	2,299
549000 OTHER PURCHASED PROPERTY	1,660	1,760	2,060	2,060	2,060	300

## CITY GF SUMMARY EXPENDITURE BY OBJECT

	FY 16 ACTUAL	FY 17 REVISED	FY 18 DRAFT	FY 18 DEPT REQ	FY 18 CM PROP	\$ CHANGE
<b>PROPERTY SERVICES</b>	<b>1,333,644</b>	<b>1,350,649</b>	<b>1,368,944</b>	<b>1,366,249</b>	<b>1,323,149</b>	<b>(27,500)</b>
<b><u>ADMINISTRATIVE COSTS</u></b>						
552001 FLEET INSURANCE	44,417	23,611	46,892	46,892	46,892	23,281
552002 PROPERTY INSURANCE	16,737	19,089	18,924	18,924	18,924	(165)
552003 GENERAL LIABILITY	70,228	87,504	75,012	75,012	75,012	(12,492)
552004 OFFICER LIABILITY	36,962	46,542	43,576	43,576	43,576	(2,966)
552005 INSURANCE CLAIM DEDUCTIBLE	0	1,500	1,500	1,500	1,500	0
553000 COMMUNICATIONS	105,010	115,274	117,956	117,456	118,106	2,832
553400 POSTAGE FEES	37,566	44,260	42,376	43,487	48,987	4,727
554000 ADVERTISING	18,151	16,864	16,173	16,173	18,173	1,309
555000 PRINTING AND BINDING	6,783	14,644	15,764	15,764	16,764	2,120
556000 TUITION	20,504	17,000	17,000	17,000	17,000	0
558000 TRAVEL	28,244	51,852	50,229	50,660	52,760	908
559000 MISC PURCHASED SERVICES	54,913	56,468	56,468	56,468	57,945	1,477
<b>ADMINISTRATIVE COSTS</b>	<b>439,514</b>	<b>494,608</b>	<b>501,870</b>	<b>502,912</b>	<b>515,639</b>	<b>21,031</b>
<b><u>MATERIALS &amp; SUPPLIES</u></b>						
561000 GENERAL SUPPLIES	5,241	2,780	2,810	2,825	2,825	45
561001 JANITORIAL SUPPLIES	8,805	9,575	9,800	9,800	9,800	225
561002 BUILDING MAINTENANCE SUPPLIE	30,283	23,095	26,143	25,643	26,143	3,048
561003 OFFICE SUPPLIES	26,163	38,367	38,292	38,292	39,592	1,225
561004 FORMS	2,921	5,634	5,681	5,681	5,681	47
561005 PUBLICATIONS	6,768	11,132	11,262	11,262	11,262	130
561006 AMMUNITION	22,465	23,409	23,409	23,409	23,409	0
561008 VEHICLE SUPPLIES	84,367	82,280	83,480	83,480	83,480	1,200
561009 TRAINING MATERIAL AND SUPPLIE	1,909	3,850	3,870	3,355	3,870	20
561010 CLOTHING	59,858	71,966	75,766	75,766	75,766	3,800
561011 DOG LICENSES SUPPLIES	1,711	2,050	2,300	2,300	2,300	250
561013 FIRE PREVENTION SUPPLIES	843	1,200	1,200	1,200	1,200	0
561014 FIRE PREVENTION PUB. EDU. SUPP	1,998	2,000	2,000	2,000	2,000	0
561015 SAFETY EQUIPMENT & TOOLS	7,429	8,198	8,198	8,198	8,198	0
561016 BRUSH CUTTING SUPPLIES	439	650	650	650	650	0
561017 BODY SHOP SUPPLIES	1,521	1,500	1,500	1,500	1,500	0
561018 DRAINS & CULVERTS SUPPLIES	3,881	5,500	5,500	5,500	5,500	0
561019 SHADE TREE & LAWN SUPPLIES	194	225	225	225	225	0
561020 STREET SWEEPING SUPPLIES	1,529	6,000	6,000	6,000	6,000	0

## CITY GF SUMMARY EXPENDITURE BY OBJECT

	FY 16 ACTUAL	FY 17 REVISED	FY 18 DRAFT	FY 18 DEPT REQ	FY 18 CM PROP	\$ CHANGE
<b><u>MATERIALS &amp; SUPPLIES</u></b>						
561021 SNOW REMOVAL SUPPLIES	200,072	264,000	225,400	225,400	225,400	(38,600)
561022 HOT TOP COLD PATCH	60,696	65,500	65,500	65,500	65,500	0
561023 SAND AND GRAVEL	3,368	8,400	8,400	8,400	8,400	0
561024 ROAD SIGN SUPPLIES	6,998	7,000	7,000	7,000	7,000	0
561025 STREET MARKING SUPPLIES	9,562	8,000	8,000	8,000	8,000	0
561026 PROCESSING SUPPLIES	10,392	13,000	13,000	13,000	13,000	0
561027 CHILDREN'S SUPPLIES	1,912	2,000	2,000	2,000	2,000	0
561028 PERIODICALS	9,024	9,064	9,064	0	0	(9,064)
561029 MICROFORMS	174	600	600	600	600	0
561030 RECORDINGS	0	0	0	0	0	0
561031 CHEMICALS	7,836	6,975	6,975	6,975	6,975	0
561032 OTHER OPERATIONAL SUPPLIES CO	13,250	19,035	19,035	19,035	19,035	0
561033 INSPECTION SUPPLIES	349	500	500	500	500	0
561034 BUSINESS DIST MAINTENANCE	12,210	15,200	16,200	16,200	16,200	1,000
561035 MAINTENANCE STOCK MATERIALS	2,976	3,187	3,187	3,187	3,187	0
561038 FIRE FIGHTING SUPPLIES	1,344	1,750	2,500	2,500	2,500	750
561040 EQUIPMENT REPAIR SUPPLIES	38,869	34,000	34,000	34,000	34,000	0
562200 ELECTRICITY	205,381	194,152	202,126	202,126	202,126	7,974
562400 HEATING FUEL	57,736	70,015	72,381	72,381	72,381	2,366
562600 VEHICLE FUEL	129,991	207,434	215,744	215,744	215,744	8,310
564100 BOOKS & OTHER PRINTED MEDIA	0	0	0	0	0	0
564200 COLLECTION DEVELOPMENT	64,626	58,668	58,668	67,752	67,752	9,084
565000 SOFTWARE	3,250	3,750	3,750	3,750	3,750	0
<b>MATERIALS &amp; SUPPLIES</b>	<b>1,108,341</b>	<b>1,291,641</b>	<b>1,282,116</b>	<b>1,281,136</b>	<b>1,283,451</b>	<b>(8,190)</b>
<b><u>PROPERTY/FIXED ASSET</u></b>						
571000 LAND&IMPROVEMENT	0	3,000	0	0	0	(3,000)
573401 ADMIN EQUIPMENT	24,854	23,392	25,897	25,897	25,897	2,505
573402 SOFTWARE - CAPITAL PURCHASES	865	1,000	1,500	1,500	1,500	500
573600 BLDG MECHANICAL SYSTEMS	0	3,600	0	0	0	(3,600)
573900 OTHER EQUIPMENT	56,372	66,146	61,250	52,250	61,250	(4,896)
573902 TRAINING EQUIPMENT	5,447	5,500	5,000	5,500	5,500	0
<b>PROPERTY/FIXED ASSET</b>	<b>87,537</b>	<b>102,638</b>	<b>93,647</b>	<b>85,147</b>	<b>94,147</b>	<b>(8,491)</b>
<b><u>OTHER GOODS/SERVICES</u></b>						
581000 DUES AND FEES	60,656	68,976	69,664	69,164	70,164	1,188

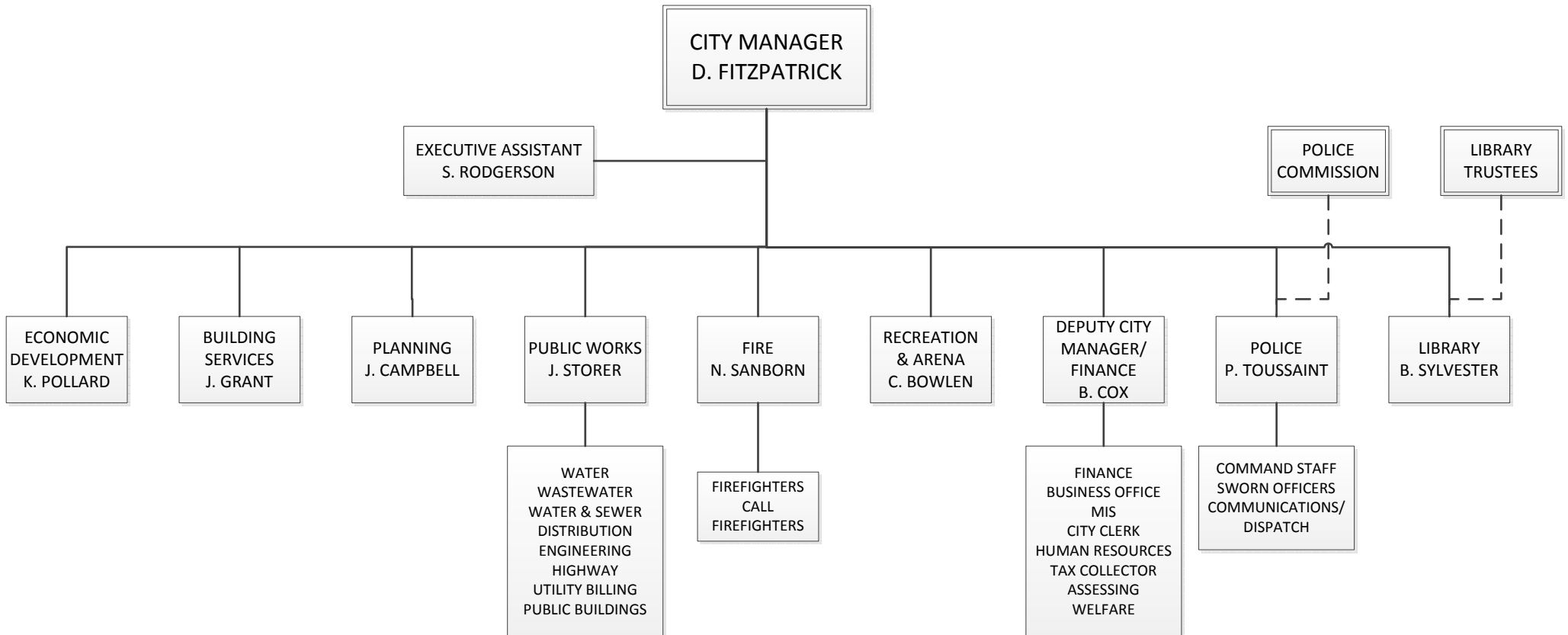
## CITY GF SUMMARY EXPENDITURE BY OBJECT

	FY 16 ACTUAL	FY 17 REVISED	FY 18 DRAFT	FY 18 DEPT REQ	FY 18 CM PROP	\$ CHANGE
<b><u>OTHER GOODS/SERVICES</u></b>						
581001 MUTUAL AID DUES	8,166	10,721	11,541	11,541	11,541	820
581100 DONATIONS	75	1,500	1,500	1,500	1,500	0
583000 INTEREST EXPENSE	867,775	755,118	577,428	577,428	852,730	97,612
583010 INTEREST TIF 205C	293,146	0	0	0	0	0
584000 CONTINGENCY	0	139,624	130,000	130,000	255,000	115,376
589000 MISCELLANEOUS EXPENDITURES	59,259	7,338	4,800	4,800	4,800	(2,538)
589001 STATE PERMITS & FEES	1,477	1,900	1,900	1,900	1,900	0
589007 CITY WIDE PROGRAMS	26,185	29,110	38,910	30,910	38,910	9,800
589013 REGISTRY OF DEEDS	211	200	200	200	200	0
589014 DIRECT ASSISTANCE	94,932	189,000	189,000	189,000	189,000	0
589015 TAX SALE COST	16,363	24,000	24,000	24,000	24,000	0
589017 STATE FEE DOG LICENSE	12,070	12,500	12,500	12,500	12,500	0
589019 STATE FEE MARRIAGE LICENSES	12,330	10,000	10,000	10,000	10,000	0
589021 STATE FEE VITAL RECORDS	26,018	31,900	31,900	31,900	31,900	0
589023 COAST SUBSIDY	108,720	118,799	123,000	123,000	118,799	0
589024 E-911 IMPLEMENTATION	0	1,500	1,500	1,500	1,500	0
589025 HEALTH/SOCIAL SERVICES	122,500	48,826	48,826	48,826	123,826	75,000
589026 EAST ROCHESTER LIBRARY	5,000	5,000	5,000	5,000	5,000	0
589028 SPECIAL EVENTS	5,149	5,950	6,800	8,300	8,300	2,350
589032 TAX ABATEMENTS	104,705	164,944	92,256	92,256	92,256	(72,688)
589033 COUNTY TAX	5,980,421	6,133,368	6,308,218	6,308,218	6,308,218	174,850
589044 COMMUNITY SERVICES	0	40,000	40,000	40,000	40,000	0
589045 EOC	0	2,500	2,500	2,500	2,500	0
589070 EMPLOYEE RECOGNITION	5,194	13,150	13,150	13,150	13,150	0
<b>OTHER GOODS/SERVICES</b>	<b>7,810,354</b>	<b>7,815,924</b>	<b>7,744,593</b>	<b>7,737,593</b>	<b>8,217,694</b>	<b>401,770</b>
<b><u>OTHER TRANSACTIONS</u></b>						
591000 REDEMPTION OF PRINCIPAL	2,976,799	2,676,322	2,636,004	2,636,004	3,237,290	560,968
591010 PRINCIPAL TIF 205C	344,096	0	0	0	0	0
591100 PATRIOTIC SERVICES	1,477	2,500	2,500	2,500	2,500	0
593003 TRANSFER TO CAPITAL FUND	2,934,422	3,352,136	2,000,000	2,152,900	2,595,400	(756,736)
593004 TRANSFER TO CONSERVATION COM	57,400	10,000	10,000	10,000	10,000	0
593009 TRANSFER TO OTHER FUNDS	123,378	0	100,000	100,000	100,000	100,000
593010 TRANSFER TO ARENA FUND	70,498	0	0	0	0	0
<b>OTHER TRANSACTIONS</b>	<b>6,508,070</b>	<b>6,040,958</b>	<b>4,748,504</b>	<b>4,901,404</b>	<b>5,945,190</b>	<b>(95,768)</b>

## CITY GF SUMMARY EXPENDITURE BY OBJECT

	FY 16 ACTUAL	FY 17 REVISED	FY 18 DRAFT	FY 18 DEPT REQ	FY 18 CM PROP	\$ CHANGE
GRAND TOTAL CITY	35,632,833	36,398,845	35,742,473	35,860,364	37,236,358	837,513

# CITY MANAGER



**FY18 EMPLOYEE POSITIONS AND SALARY BY DEPARTMENT-CITY MANAGER**

\* Salary and Benefits Allocated Between Departments

Name	Title	Salary	Longevity	Education Incentive	Holiday Pay	Early Report	Stipend	Total	Salary Allocation	BiWkly Hours	FTE
City Manager											
Fitzpatrick	City Manager*	115,246	0	0	0	0	6,300	121,546	80%	NA	0.80
Rodgerson	Executive Assistant	53,082	400	0	0	0	0	53,482	100%	80	1.00
Snyder	PR/HR Specialist*	6,060	89	0	0	0	0	6,149	16%	70	0.16
Plaia	Government Channel Coordinator	42,276	400	0	0	0	0	42,676	100%	75	1.00
	Sub Total Full Time	216,664	889	0	0	0	6,300	223,853			
Part Time	Camera Operators	7,400						7,400			
	Additional Part Time	500						500			
	Sub Total Part Time	7,900	0	0	0	0	0	7,900			
Total City Manager		\$224,564	\$889	\$0	\$0	\$0	\$6,300	\$231,753	\$0	\$0	\$0

CITY OF ROCHESTER

FY 18 PROPOSED BUDGET

EMPLOYEE POSITIONS BY DEPARTMENT

## OVERVIEW

As the Chief Administrative Officer of the City, the City Manager is ultimately responsible for all operations of the municipal governmental corporation. This includes the overall planning and organizing of work for implementing programs and services City Council establishes. This responsibility includes evaluating and recommending these programs and services while keeping current on innovative methods and trends regarding ways to accomplish these responsibilities. The responsibility for selecting and developing staff members also rests with the City Manager.

The City Manager is also responsible for the management of City resources. Planning, organizing and presenting the annual budget are followed after Council adoption, by administration of all revenues and expenditures throughout the year.

As the Chief Administrative Officer, it is important to maintain effective communications and availability to members of the City Council. This includes carrying out policies as set by action at regularly scheduled Council meetings. Relations with the public are also an important aspect of the office of city management. The perception of professionalism and quality services must be conveyed and maintained.

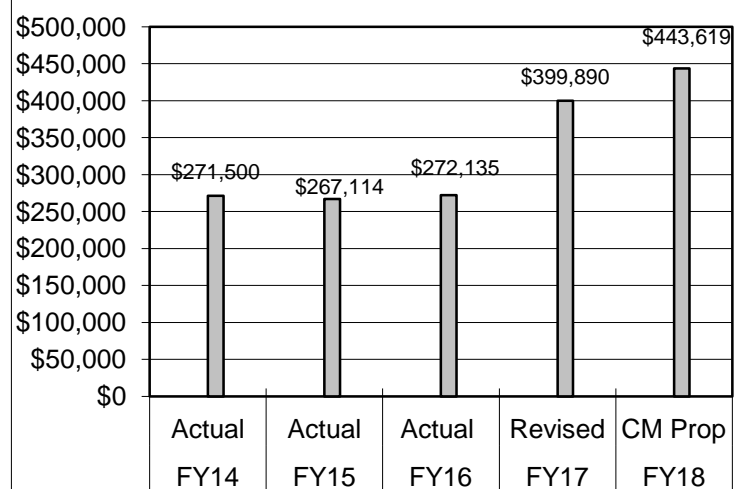
## PERFORMANCE OBJECTIVES

- Reinstitute City Board of Health
- Create Municipal Campus
- Move the renovation of DPW Facility
- Work on crosswalk safety issues
- Upgrade Information Systems Management
- Address downtown parking issues

The City Manager is continuing evaluations of the administrative structure of the City. Also, he is continuing corrective action to assure a more efficient and effective administrative organization.

The City Manager continues monitoring City Manager/City Council communication to assure alignment between administrative staff and policy makers.

**City Manager and Council  
Expenditure History**

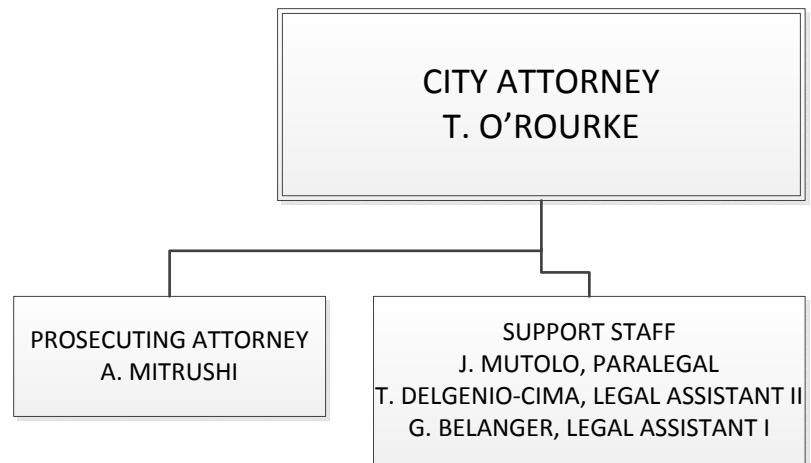


**COUNCIL/MANAGER  
EXPENDITURES BY ACCOUNT**

	<b>FY 16 ACTUAL</b>	<b>FY 17 REVISED</b>	<b>FY 18 DRAFT</b>	<b>FY 18 DEPT REQ</b>	<b>FY 18 CM PROP</b>	<b>\$ CHANGE</b>
<b><u>PERSONNEL - SALARIES</u></b>						
511001 SALARIES - FULL TIME	167,149	210,351	216,753	216,753	216,664	6,313
511002 SALARIES - PART TIME	0	7,400	7,400	7,400	7,900	500
511009 SALARIES - ELECTED OFFICIALS	19,575	21,300	21,300	21,300	21,300	0
511099 SALARIES - ADJUSTMENT	7,011	5,544	0	1,893	1,893	(3,651)
513001 OVERTIME - REGULAR	0	0	0	0	5,000	5,000
516000 LONGEVITY	408	783	800	800	889	106
519000 TRAVEL ALLOWANCE	6,534	6,300	6,292	6,292	6,300	0
<b>TOTAL PERSONNEL - SALARIES</b>	<b>200,676</b>	<b>251,678</b>	<b>252,545</b>	<b>254,438</b>	<b>259,946</b>	<b>8,268</b>
<b><u>PERSONNEL - BENEFITS</u></b>						
521100 HEALTH	5,409	25,313	28,868	28,868	24,690	(623)
521200 DENTAL	302	422	532	532	532	110
521300 LIFE	1,567	1,556	597	597	597	(959)
522000 SOCIAL SECURITY	14,428	17,698	17,807	17,952	18,374	676
523000 RETIREMENT	25,468	25,892	26,147	26,363	26,932	1,040
526000 WORKERS' COMPENSATION	491	539	572	572	572	33
528001 IPT	1,608	1,489	2,328	2,328	2,328	839
<b>TOTAL PERSONNEL - BENEFITS</b>	<b>49,272</b>	<b>72,909</b>	<b>76,851</b>	<b>77,212</b>	<b>74,025</b>	<b>1,116</b>
<b><u>TECH/PROF SERVICES</u></b>						
532001 STAFF DEVELOPMENT	2,846	4,569	4,569	4,569	4,569	0
533012 GOVERNMENT CHANNEL	0	6,525	6,525	6,525	6,525	0
534006 CONSULTING OTHER	900	32,602	32,400	32,400	63,900	31,298
<b>TOTAL TECH/PROF SERVICES</b>	<b>3,746</b>	<b>43,696</b>	<b>43,494</b>	<b>43,494</b>	<b>74,994</b>	<b>31,298</b>
<b><u>PROPERTY SERVICES</u></b>						
543002 EQUIPMENT MAINTENANCE	0	0	500	500	500	500
544500 LEASE COPIER/PRINTERS	3,454	2,836	2,836	2,836	2,836	0
<b>TOTAL PROPERTY SERVICES</b>	<b>3,454</b>	<b>2,836</b>	<b>3,336</b>	<b>3,336</b>	<b>3,336</b>	<b>500</b>
<b><u>ADMINISTRATIVE COSTS</u></b>						
552003 GENERAL LIABILITY	1,105	1,295	1,180	1,180	1,180	(115)
553000 COMMUNICATIONS	2,382	2,520	2,520	2,520	2,520	0
553400 POSTAGE FEES	35	175	175	175	175	0
554000 ADVERTISING	0	50	50	50	50	0
555000 PRINTING AND BINDING	0	625	625	625	625	0
558000 TRAVEL	3,167	7,520	7,520	7,520	7,520	0

COUNCIL/MANAGER EXPENDITURES BY ACCOUNT						
	FY 16 ACTUAL	FY 17 REVISED	FY 18 DRAFT	FY 18 DEPT REQ	FY 18 CM PROP	\$ CHANGE
<b>TOTAL ADMINISTRATIVE COSTS</b>	<b>6,690</b>	<b>12,185</b>	<b>12,070</b>	<b>12,070</b>	<b>12,070</b>	<b>(115)</b>
<b><u>MATERIALS &amp; SUPPLIES</u></b>						
561003 OFFICE SUPPLIES	1,443	1,750	1,750	1,750	1,750	0
561005 PUBLICATIONS	1,511	2,530	2,530	2,530	2,530	0
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>2,954</b>	<b>4,280</b>	<b>4,280</b>	<b>4,280</b>	<b>4,280</b>	<b>0</b>
<b><u>PROPERTY/FIXED ASSET</u></b>						
573401 ADMIN EQUIPMENT	377	500	500	500	500	0
<b>TOTAL PROPERTY/FIXED ASSET</b>	<b>377</b>	<b>500</b>	<b>500</b>	<b>500</b>	<b>500</b>	<b>0</b>
<b><u>OTHER GOODS/SERVICES</u></b>						
581000 DUES AND FEES	1,736	2,268	2,268	2,268	3,268	1,000
589000 MISCELLANEOUS EXPENDITURES	336	838	800	800	800	(38)
589028 SPECIAL EVENTS	565	250	950	1,950	1,950	1,700
589070 EMPLOYEE RECOGNITION	852	5,950	5,950	5,950	5,950	0
<b>TOTAL OTHER GOODS/SERVICES</b>	<b>3,488</b>	<b>9,306</b>	<b>9,968</b>	<b>10,968</b>	<b>11,968</b>	<b>2,662</b>
<b><u>OTHER TRANSACTIONS</u></b>						
591100 PATRIOTIC SERVICES	1,477	2,500	2,500	2,500	2,500	0
<b>TOTAL OTHER TRANSACTIONS</b>	<b>1,477</b>	<b>2,500</b>	<b>2,500</b>	<b>2,500</b>	<b>2,500</b>	<b>0</b>
<b>TOTAL COUNCIL/MANAGER</b>	<b>272,135</b>	<b>399,890</b>	<b>405,544</b>	<b>408,798</b>	<b>443,619</b>	<b>43,729</b>

# LEGAL



**FY18 EMPLOYEE POSITIONS AND SALARY BY DEPARTMENT-LEGAL OFFICE**

\* Salary and Benefits Allocated Between Departments

Name	Title	Salary	Longevity	Education Incentive	Holiday Pay	Early Report	Stipend	Total	Salary Allocation	BiWkly Hours	FTE
<b>Legal Office</b>											
O'Rourke	Attorney	95,164	0	0	0	0	0	95,164	100%	NA	1.00
Mitrushi	Prosecuting Attorney	72,604	0	0	0	0	0	72,604	100%	NA	1.00
Mutolo	Paralegal	49,130	0	0	0	0	0	49,130	100%	80	1.00
Delgenio-Cima	Legal Assistant II	44,720	0	0	0	0	0	44,720	100%	80	1.00
Belanger	Legal Assistant I	36,400	0	0	0	0	0	36,400	100%	80	1.00
<b>Total Legal Office</b>		<b>\$298,018</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$298,018</b>			<b>5.00</b>

EMPLOYEE POSITIONS BY DEPARTMENT

CITY OF ROCHESTER

FY 18 PROPOSED BUDGET

## OVERVIEW

It is the mission of the Legal Department to improve the quality, efficiency and cost effectiveness of the legal services provided to the City of Rochester.

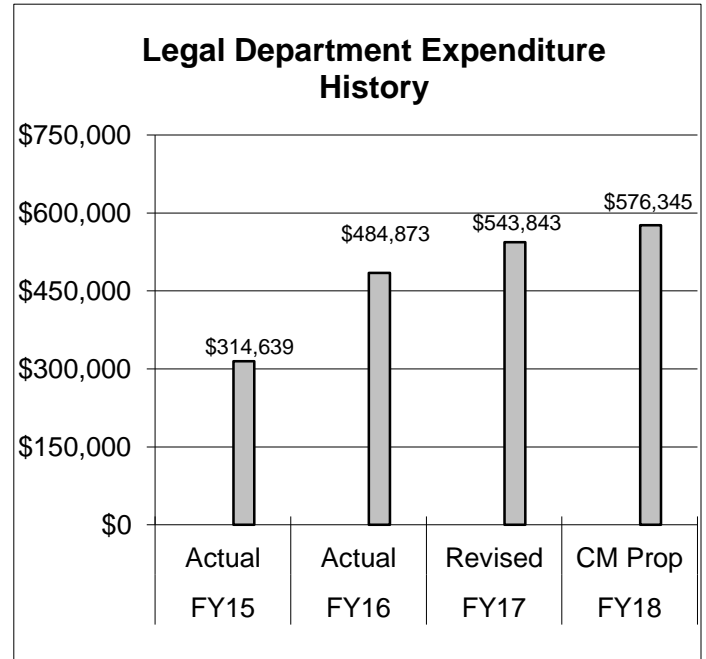
In an ever evolving and complex legal landscape, the primary objective of this Department is to limit the liability of the City of Rochester by assisting municipal employees and officials in carrying out their duties and responsibilities in this environment.

## PERFORMANCE OBJECTIVES

*Goal:* To provide the greatest scope of legal services of both an advisory and representative nature to all departments, officials and employees of the City, including providing full spectrum prosecutorial services to the Police Department.

Objectives:

- Continue to provide each department with any legal services which are needed, in the most efficient, timely and cost effective manner possible.
- Increase Department knowledge and expertise in all areas of law affecting the City in order to reduce the need for and cost of outside legal services.
- Provide competent legal advice to employees and officials before issues become lawsuits.
- Prepare or assist with the preparation of Ordinances to ensure legal viability and avoid future legal challenges.
- Represent the City in litigation when necessary and competent to do so.

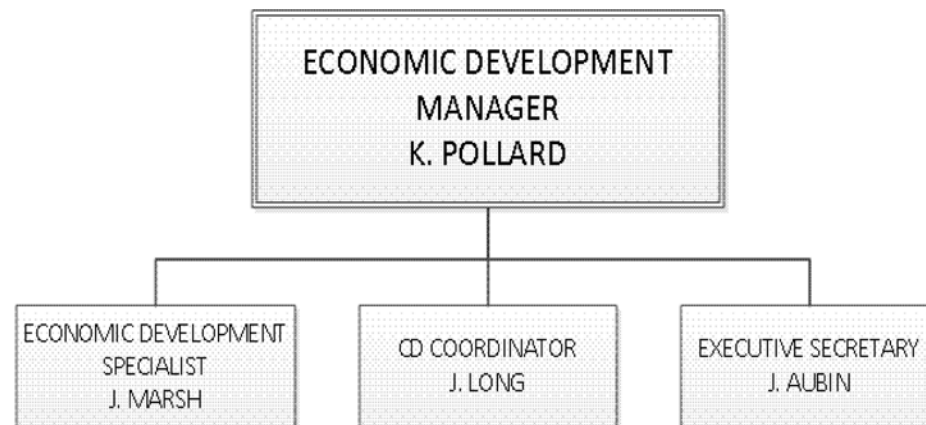


**LEGAL  
EXPENDITURES BY ACCOUNT**

	<b>FY 16 ACTUAL</b>	<b>FY 17 REVISED</b>	<b>FY 18 DRAFT</b>	<b>FY 18 DEPT REQ</b>	<b>FY 18 CM PROP</b>	<b>\$ CHANGE</b>
<b><u>PERSONNEL - SALARIES</u></b>						
511001 SALARIES - FULL TIME	280,687	283,878	298,018	298,018	298,018	14,140
511002 SALARIES - PART TIME	4,130	0	0	0	0	0
511099 SALARIES - ADJUSTMENT	1,946	9,908	0	9,537	9,537	(371)
516000 LONGEVITY	900	800	400	400	0	(800)
<b>TOTAL PERSONNEL - SALARIES</b>	<b>287,663</b>	<b>294,586</b>	<b>298,418</b>	<b>307,955</b>	<b>307,555</b>	<b>12,969</b>
<b><u>PERSONNEL - BENEFITS</u></b>						
521100 HEALTH	51,982	49,292	75,162	75,162	63,374	14,082
521200 DENTAL	1,011	1,051	1,193	1,193	1,193	142
521300 LIFE	465	235	541	541	541	306
522000 SOCIAL SECURITY	22,023	22,035	21,793	22,523	22,523	488
523000 RETIREMENT	32,151	32,907	33,963	35,049	35,049	2,142
526000 WORKERS' COMPENSATION	86	94	100	100	100	6
528001 IPT	2,858	2,008	3,226	3,226	3,226	1,218
<b>TOTAL PERSONNEL - BENEFITS</b>	<b>110,576</b>	<b>107,622</b>	<b>135,978</b>	<b>137,794</b>	<b>126,006</b>	<b>18,384</b>
<b><u>TECH/PROF SERVICES</u></b>						
532001 STAFF DEVELOPMENT	1,870	4,850	3,300	3,300	3,300	(1,550)
533000 OTHER PROF SERVICES	60,648	80,000	80,000	80,000	80,000	0
533010 LABOR NEGOTIATIONS	13,737	37,000	0	0	37,000	0
534003 SOFTWARE MAINT/LIC	1,193	4,000	4,000	4,000	4,000	0
<b>TOTAL TECH/PROF SERVICES</b>	<b>77,448</b>	<b>125,850</b>	<b>87,300</b>	<b>87,300</b>	<b>124,300</b>	<b>(1,550)</b>
<b><u>PROPERTY SERVICES</u></b>						
544500 LEASE COPIER/PRINTERS	180	2,000	2,000	2,000	2,000	0
<b>TOTAL PROPERTY SERVICES</b>	<b>180</b>	<b>2,000</b>	<b>2,000</b>	<b>2,000</b>	<b>2,000</b>	<b>0</b>
<b><u>ADMINISTRATIVE COSTS</u></b>						
552003 GENERAL LIABILITY	1,764	488	1,884	1,884	1,884	1,396
553000 COMMUNICATIONS	1,959	3,000	3,000	3,000	3,000	0
553400 POSTAGE FEES	301	1,000	1,000	1,000	1,000	0
555000 PRINTING AND BINDING	0	2,000	2,000	2,000	2,000	0
558000 TRAVEL	299	797	1,600	1,600	1,600	803
<b>TOTAL ADMINISTRATIVE COSTS</b>	<b>4,322</b>	<b>7,285</b>	<b>9,484</b>	<b>9,484</b>	<b>9,484</b>	<b>2,199</b>
<b><u>MATERIALS &amp; SUPPLIES</u></b>						
561003 OFFICE SUPPLIES	674	1,000	1,000	1,000	1,000	0
561005 PUBLICATIONS	917	1,000	1,000	1,000	1,000	0

LEGAL EXPENDITURES BY ACCOUNT						
	FY 16 ACTUAL	FY 17 REVISED	FY 18 DRAFT	FY 18 DEPT REQ	FY 18 CM PROP	\$ CHANGE
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>1,591</b>	<b>2,000</b>	<b>2,000</b>	<b>2,000</b>	<b>2,000</b>	<b>0</b>
<b><u>PROPERTY/FIXED ASSET</u></b>						
573401 ADMIN EQUIPMENT	1,784	2,500	2,500	2,500	2,500	0
<b>TOTAL PROPERTY/FIXED ASSET</b>	<b>1,784</b>	<b>2,500</b>	<b>2,500</b>	<b>2,500</b>	<b>2,500</b>	<b>0</b>
<b><u>OTHER GOODS/SERVICES</u></b>						
581000 DUES AND FEES	1,308	2,000	2,500	2,500	2,500	500
<b>TOTAL OTHER GOODS/SERVICES</b>	<b>1,308</b>	<b>2,000</b>	<b>2,500</b>	<b>2,500</b>	<b>2,500</b>	<b>500</b>
<b>TOTAL LEGAL</b>	<b>484,873</b>	<b>543,843</b>	<b>540,180</b>	<b>551,533</b>	<b>576,345</b>	<b>32,502</b>

## ECONOMIC DEVELOPMENT



**FY18 EMPLOYEE POSITIONS AND SALARY BY DEPARTMENT-ECONOMIC DEVELOPMENT**

\* Salary and Benefits Allocated Between Departments

Name	Title	Salary	Longevity	Education Incentive	Holiday Pay	Early Report	Stipend	Total	Salary Allocation	BiWkly Hours	FTE
<b>Economic Development</b>											
Pollard	Economic Development Manager	90,890	400	0	0	0	5,000	96,290	100%	NA	1.00
Aubin	Executive Secretary	46,052	200	0	0	0	0	46,252	100%	80	1.00
Marsh	Economic Development Specialist	46,780	200	0	0	0	0	46,980	100%	80	1.00
Long	CD Specialist *	7,192	30	0	0	0	0	7,222	15%	80	0.15
<b>Total Economic Development</b>		<b>\$190,914</b>	<b>\$830</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$5,000</b>	<b>\$196,744</b>			<b>3.15</b>

EMPLOYEE POSITIONS BY DEPARTMENT

CITY OF ROCHESTER

FY 18 PROPOSED BUDGET

**OVERVIEW**

The Mission of the Economic Development Department is -

**To provide the highest level of professional assistance and services in these three areas:**

**Business Services** – Connect to the best resources, Develop and deliver outstanding and creative programs, Promote open dialogue between business, government and organizations.

**Community Marketing** – Identify and market our competitive advantages, Develop and implement individual industry strategies, Utilize the latest tools and methods to communicate.

**Strategy Development** – Identify opportunities and encourage business diversity, Customize development strategies to Rochester’s unique character, Use cutting-edge best practices.

**ECONOMIC DEVELOPMENT FUND**

The Economic Development Budget was reestablished by ordinance during FY2017 and the balance reinstated. There is an “Issues and Options” request to add \$100,000 into the fund from the Host Community Fees negotiated with Waste Management.

**EXPENDITURES**

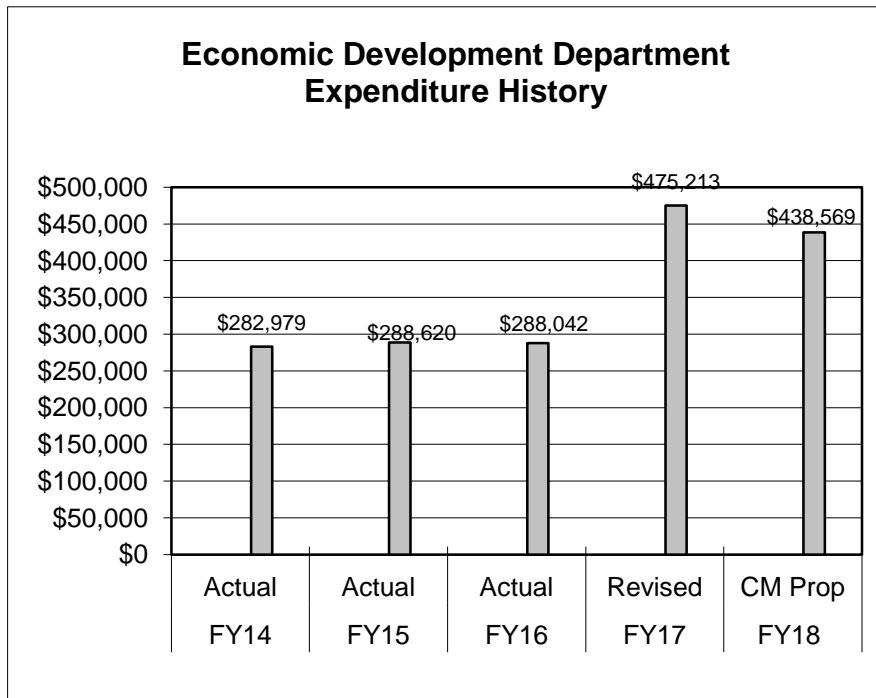
Department operations will have an increase of 2.4%. In FY2017 the department used \$14,000 in Contracted Services to hire a temporary staff member to cover the Executive Secretary’s maternity leave. This is not a need in FY2018, so the Full Time Salaries line has increased by this amount as well as the contractually obligated increases. Health insurance is proposed to have a major increase as well.

All other department expenditures are within the FY2017 parameters.

The department will be relocating to the City Hall Campus in May 2017.

**PERFORMANCE OBJECTIVES****Actions from the Economic Development Strategic Master Plan**

- Implementation of the Granite Ridge Development District Plan
- Business Retention & Expansion Program
- Execute Downtown Revitalization Strategies – Business Attraction Strategies
- Rochester Farmer’s Market
- Economic Development Department Staff Training & Development
- Advocate for Spaulding Turnpike Expansion, Exit 10 and Business Revitalization Zones
- Support Community Image Improvement
  - Wayfinding Initiative
- Destination Creation – Riverwalk
- Advocate for workforce development activities including partnerships with Creteau Tech Center, Great Bay Advanced Technology & Academic Center & more
- Economic Gardening & Entrepreneur Programs – Start Up Rochester Competition
- Address underperforming properties
- Seacoast Manufacturing Exchange
- Partnership with Rochester Main Street
- Collaborate with Greater Rochester Chamber of Commerce
- Advocacy for “business-friendly” policies, ordinances and programs
  - Business Roundtable
  - Technical Review Group

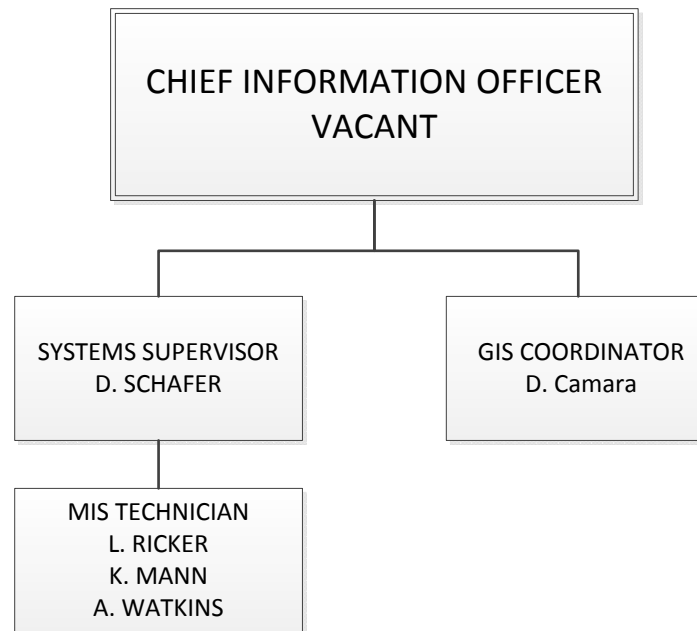


**ECONOMIC DEVELOPMENT  
EXPENDITURES BY ACCOUNT**

	<b>FY 16 ACTUAL</b>	<b>FY 17 REVISED</b>	<b>FY 18 DRAFT</b>	<b>FY 18 DEPT REQ</b>	<b>FY 18 CM PROP</b>	<b>\$ CHANGE</b>
<b><u>PERSONNEL - SALARIES</u></b>						
511001 SALARIES - FULL TIME	181,032	174,615	190,944	190,944	190,914	16,299
511099 SALARIES - ADJUSTMENT	1,593	1,563	0	1,474	1,474	(89)
516000 LONGEVITY	400	600	800	800	830	230
519000 TRAVEL ALLOWANCE	5,000	5,000	5,000	5,000	5,000	0
<b>TOTAL PERSONNEL - SALARIES</b>	<b>188,025</b>	<b>181,778</b>	<b>196,744</b>	<b>198,218</b>	<b>198,218</b>	<b>16,440</b>
<b><u>PERSONNEL - BENEFITS</u></b>						
521100 HEALTH	38,041	36,560	41,021	41,021	35,037	(1,523)
521200 DENTAL	557	559	559	559	559	0
521300 LIFE	327	152	348	348	348	196
522000 SOCIAL SECURITY	14,141	13,597	13,771	13,884	13,884	287
523000 RETIREMENT	21,421	21,312	21,822	21,990	21,990	678
526000 WORKERS' COMPENSATION	2,497	2,742	2,905	2,905	2,905	163
528001 IPT	1,931	1,386	2,067	2,067	2,067	681
<b>TOTAL PERSONNEL - BENEFITS</b>	<b>78,916</b>	<b>76,308</b>	<b>82,493</b>	<b>82,774</b>	<b>76,790</b>	<b>482</b>
<b><u>TECH/PROF SERVICES</u></b>						
532001 STAFF DEVELOPMENT	2,584	3,440	3,780	3,780	3,780	340
532200 CONTRACTED SERVICES	0	14,000	0	0	0	(14,000)
534006 CONSULTING OTHER	360	40,000	40,000	40,000	40,000	0
534007 MARKETING	0	96,000	56,000	56,000	56,000	(40,000)
<b>TOTAL TECH/PROF SERVICES</b>	<b>2,944</b>	<b>153,440</b>	<b>99,780</b>	<b>99,780</b>	<b>99,780</b>	<b>(53,660)</b>
<b><u>PROPERTY SERVICES</u></b>						
544500 LEASE COPIER/PRINTERS	1,087	1,700	1,700	1,700	1,700	0
<b>TOTAL PROPERTY SERVICES</b>	<b>1,087</b>	<b>1,700</b>	<b>1,700</b>	<b>1,700</b>	<b>1,700</b>	<b>0</b>
<b><u>ADMINISTRATIVE COSTS</u></b>						
552003 GENERAL LIABILITY	1,087	1,217	1,161	1,161	1,161	(56)
553000 COMMUNICATIONS	4,158	4,000	4,000	4,000	4,000	0
553400 POSTAGE FEES	404	450	450	450	450	0
555000 PRINTING AND BINDING	163	250	250	250	250	0
558000 TRAVEL	5,396	10,000	10,000	10,000	10,000	0
<b>TOTAL ADMINISTRATIVE COSTS</b>	<b>11,208</b>	<b>15,917</b>	<b>15,861</b>	<b>15,861</b>	<b>15,861</b>	<b>(56)</b>
<b><u>MATERIALS &amp; SUPPLIES</u></b>						
561003 OFFICE SUPPLIES	1,942	2,400	2,400	2,400	2,400	0
561005 PUBLICATIONS	227	300	300	300	300	0

ECONOMIC DEVELOPMENT EXPENDITURES BY ACCOUNT						
	FY 16 ACTUAL	FY 17 REVISED	FY 18 DRAFT	FY 18 DEPT REQ	FY 18 CM PROP	\$ CHANGE
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>2,169</b>	<b>2,700</b>	<b>2,700</b>	<b>2,700</b>	<b>2,700</b>	<b>0</b>
<b><u>PROPERTY/FIXED ASSET</u></b>						
573401 ADMIN EQUIPMENT	478	100	250	250	250	150
<b>TOTAL PROPERTY/FIXED ASSET</b>	<b>478</b>	<b>100</b>	<b>250</b>	<b>250</b>	<b>250</b>	<b>150</b>
<b><u>OTHER GOODS/SERVICES</u></b>						
581000 DUES AND FEES	3,215	3,270	3,270	3,270	3,270	0
589044 COMMUNITY SERVICES	0	40,000	40,000	40,000	40,000	0
<b>TOTAL OTHER GOODS/SERVICES</b>	<b>3,215</b>	<b>43,270</b>	<b>43,270</b>	<b>43,270</b>	<b>43,270</b>	<b>0</b>
<b>TOTAL ECONOMIC DEVELOPMENT</b>	<b>288,042</b>	<b>475,213</b>	<b>442,798</b>	<b>444,553</b>	<b>438,569</b>	<b>(36,644)</b>

# MIS



**FY18 EMPLOYEE POSITIONS AND SALARY BY DEPARTMENT-MANAGEMENT INFORMATION SYSTEMS**

\* Salary and Benefits Allocated Between Departments

Name	Title	Salary	Longevity	Education Incentive	Holiday Pay	Early Report	Stipend	Total	Salary Allocation	BiWkly Hours	FTE
<b>Management Information Systems</b>											
Vacant	Chief Information Officer	110,000	0	0	0	0	0	110,000	100%	NA	1.00
Schafer	Systems Supervisor	74,445	600	0	0	0	0	75,045	100%	NA	1.00
Ricker	IS Technician	48,464	550	0	0	0	0	49,014	100%	80	1.00
Mann	IS Technician	49,629	550	0	0	0	0	50,179	100%	80	1.00
Watkins	IS Technician	47,882	0	0	0	0	0	47,882	100%	80	1.00
Camara	GIS Coordinator	24,801	0	0	0	0	0	24,801	40%	80	0.40
<b>Total MIS</b>		<b>\$355,221</b>	<b>\$1,700</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$356,921</b>			<b>5.40</b>

## OVERVIEW

MIS provides and supports technologies for City Departments. Also included is service to the general public through the Rochester Government Channel live broadcasts and rebroadcasts of City meetings. The MIS Department supports over 250 user accounts, 20 servers, fiber connections between 11 buildings, 119 IP phones, 72 digital phones, 47 analog phone lines and 196 voicemail accounts.

The MIS Department currently consists of 4 full time employees with the Government Channel positions moving under the City Manager for FY2017.

The chartered Use of Technology Self Directed Work Team (SDWT) is involved with the mission and goals of the MIS Department.

## EXPENDITURES

Capital projects for FY18 will include the annual hardware replacement program and Phase 2 of the major upgrades to networking and voice systems.

The MIS operating budget is proposed within the City Manager's guidelines. No new services are included in this proposed budget.

## 2016-2017 PROJECTS

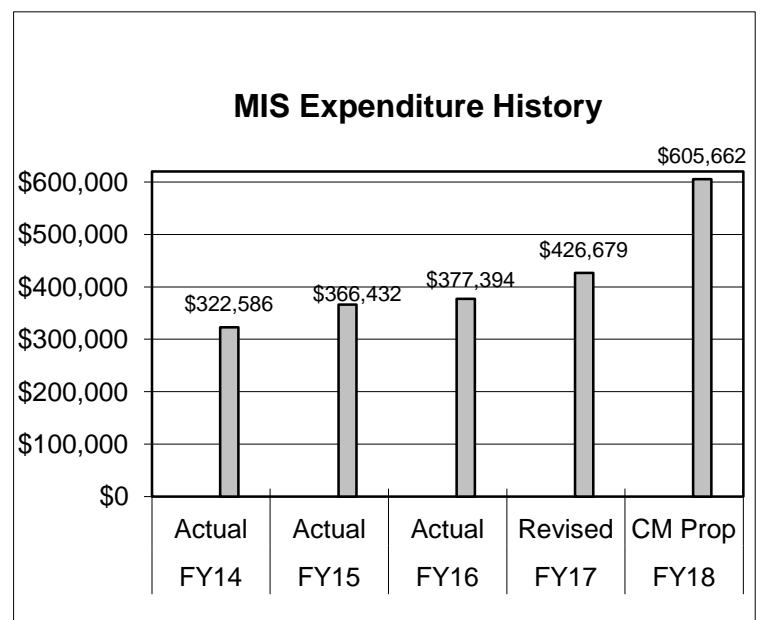
- Management and support of the financial system used by the City and Schools
- PCI (Payment Card Industry) Compliance for the accepting of credit cards
- City website ([www.rochesternh.net](http://www.rochesternh.net)) conversion to Responsive Design platform
- City phone system and voicemail management, maintenance and support

- Continued hardware replacement of personal computers, monitors, laptops, tablets and network equipment

## PERFORMANCE OBJECTIVES

The goals for FY18 are:

- Work with the Use of Technology SDWT to advance the uses of technology within the city government
- Continued upgrade and replacement of City networking devices and systems
- Continued support for the financial system used by the City and Schools
- Continued upgrades and replacement of City personal computers, software, etc. as required

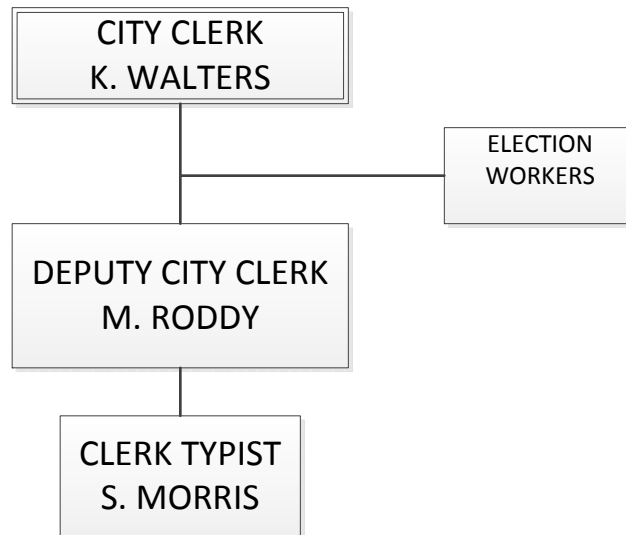


**MIS  
EXPENDITURES BY ACCOUNT**

	<b>FY 16 ACTUAL</b>	<b>FY 17 REVISED</b>	<b>FY 18 DRAFT</b>	<b>FY 18 DEPT REQ</b>	<b>FY 18 CM PROP</b>	<b>\$ CHANGE</b>
<b><u>PERSONNEL - SALARIES</u></b>						
511001 SALARIES - FULL TIME	192,683	219,737	220,420	220,420	355,221	135,484
511002 SALARIES - PART TIME	38,183	0	0	0	0	0
513001 OVERTIME - REGULAR	1,382	2,000	2,000	2,000	2,000	0
516000 LONGEVITY	1,715	1,700	1,700	1,700	1,700	0
<b>TOTAL PERSONNEL - SALARIES</b>	<b>233,962</b>	<b>223,437</b>	<b>224,120</b>	<b>224,120</b>	<b>358,921</b>	<b>135,484</b>
<b><u>PERSONNEL - BENEFITS</u></b>						
521100 HEALTH	37,203	45,778	54,041	54,041	66,511	20,733
521200 DENTAL	732	801	801	801	1,151	350
521300 LIFE	351	176	400	400	795	619
522000 SOCIAL SECURITY	17,824	16,106	16,693	16,693	26,928	10,822
523000 RETIREMENT	22,554	24,810	25,507	25,507	40,847	16,037
526000 WORKERS' COMPENSATION	540	593	629	629	629	36
528001 IPT	2,027	1,418	2,386	2,386	3,403	1,985
<b>TOTAL PERSONNEL - BENEFITS</b>	<b>81,232</b>	<b>89,682</b>	<b>100,457</b>	<b>100,457</b>	<b>140,264</b>	<b>50,582</b>
<b><u>TECH/PROF SERVICES</u></b>						
532001 STAFF DEVELOPMENT	600	9,000	1,450	1,450	1,450	(7,550)
532200 CONTRACTED SERVICES	5,000	5,500	5,500	5,500	5,500	0
533012 GOVERNMENT CHANNEL	6,279	0	0	0	0	0
534003 SOFTWARE MAINT/LIC	12,150	12,674	13,103	13,103	13,103	429
534006 CONSULTING OTHER	8,525	50,000	50,000	50,000	50,000	0
<b>TOTAL TECH/PROF SERVICES</b>	<b>32,554</b>	<b>77,174</b>	<b>70,053</b>	<b>70,053</b>	<b>70,053</b>	<b>(7,121)</b>
<b><u>PROPERTY SERVICES</u></b>						
543002 EQUIPMENT MAINTENANCE	9,078	11,932	11,532	11,532	11,532	(400)
544500 LEASE COPIER/PRINTERS	664	800	800	800	800	0
<b>TOTAL PROPERTY SERVICES</b>	<b>9,741</b>	<b>12,732</b>	<b>12,332</b>	<b>12,332</b>	<b>12,332</b>	<b>(400)</b>
<b><u>ADMINISTRATIVE COSTS</u></b>						
552003 GENERAL LIABILITY	1,439	1,599	1,537	1,537	1,537	(62)
553000 COMMUNICATIONS	11,048	11,160	11,160	11,160	11,160	0
553400 POSTAGE FEES	18	100	100	100	100	0
558000 TRAVEL	504	2,000	2,000	2,000	2,000	0
<b>TOTAL ADMINISTRATIVE COSTS</b>	<b>13,009</b>	<b>14,859</b>	<b>14,797</b>	<b>14,797</b>	<b>14,797</b>	<b>(62)</b>
<b><u>MATERIALS &amp; SUPPLIES</u></b>						
561003 OFFICE SUPPLIES	431	1,000	1,000	1,000	1,000	0

MIS EXPENDITURES BY ACCOUNT						
	FY 16 ACTUAL	FY 17 REVISED	FY 18 DRAFT	FY 18 DEPT REQ	FY 18 CM PROP	\$ CHANGE
565000 SOFTWARE	3,250	3,750	3,750	3,750	3,750	0
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>3,681</b>	<b>4,750</b>	<b>4,750</b>	<b>4,750</b>	<b>4,750</b>	<b>0</b>
<b><u>PROPERTY/FIXED ASSET</u></b>						
573401 ADMIN EQUIPMENT	2,351	3,020	3,020	3,020	3,020	0
573402 SOFTWARE - CAPITAL PURCHASES	865	1,000	1,500	1,500	1,500	500
<b>TOTAL PROPERTY/FIXED ASSET</b>	<b>3,215</b>	<b>4,020</b>	<b>4,520</b>	<b>4,520</b>	<b>4,520</b>	<b>500</b>
<b><u>OTHER GOODS/SERVICES</u></b>						
581000 DUES AND FEES	0	25	25	25	25	0
<b>TOTAL OTHER GOODS/SERVICES</b>	<b>0</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>0</b>
<b>TOTAL MIS</b>	<b>377,394</b>	<b>426,679</b>	<b>431,054</b>	<b>431,054</b>	<b>605,662</b>	<b>178,983</b>

# CITY CLERK



**FY18 EMPLOYEE POSITIONS AND SALARY BY DEPARTMENT-CITY CLERK**

\* Salary and Benefits Allocated Between Departments

Name	Title	Salary	Longevity	Education Incentive	Holiday Pay	Early Report	Stipend	Total	Salary Allocation	BiWkly Hours	FTE
<b>City Clerk</b>											
Walters	City Clerk	63,805	400	0	0	0	0	64,205	100%	NA	1.00
Roddy	Deputy City Clerk	35,490	325	0	0	0	0	35,815	100%	70	1.00
Morris	Clerk Typist II	32,961	400	0	0	0	0	33,361	100%	70	1.00
<i>Subtotal Full Time</i>		<i>132,256</i>	<i>1,125.00</i>	0	0	0	0	<i>133,381</i>			
	Additional PT Hours	10,000						10,000			
<i>Subtotal Part Time</i>		<i>10,000</i>						<i>10,000</i>			
<b>Total City Clerk</b>		<b>\$142,256</b>	<b>\$1,125</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>143,381</b>			<b>3.00</b>

## OVERVIEW

The City Clerk's office is known as the keeper of the records and serves as the local registrar in the issuance of vital records. The office is responsible for recording and issuing certified copies of birth, divorce, death, and marriage certificates. The City Clerk submits reports to the State of New Hampshire and other authorities as required by law. The City Clerk is responsible for the repair, binding, maintenance, and proper storage of all permanent records in compliance with local and state laws. The Clerk's office staff often researches older vital records for customers obtaining genealogical studies.

The City Clerk's office staff prepares the following material for the City Council: agendas, packets, and the permanent record of all meeting minutes.

The City Clerk is the Chief Election Official for all Municipal Elections. The City Clerk's staff registers all new voters and maintains the voter checklist; prepares election material; supervises election workers for each election; processes payroll for Election Officials; prepares election results; certifies elected candidates in writing; and updates voter history. The Chief Election Official conducts and supervises recounts for Municipal Elections and notifies the Department of Public Buildings and all polling locations of the upcoming elections. During the FY 16 & FY 17 budget years, the City Clerk's office held the following elections: The City of Rochester, New Hampshire's Municipal Election held on November 3, 2015; the State of New Hampshire Presidential Primary Election held on February 9, 2016; the General State Primary Election held on September 13, 2016; and the General State Election held on November 8, 2016.

All of the City Clerk's employees are required to keep an active status of Notary Public. The

Clerk's staff is also responsible for issuing State dog licenses and landlord permits.

The City Clerk Typist will be tasked with maintaining the Facebook page, while the City Clerk maintains the section of the City's Website pertaining to the City Clerk's office, including posting City Council meetings, agendas, and minutes.

## RESTORING THE HISTORY OF ROCHESTER

The Historic Documents Preservation Committee is still in the process of organizing all aging documents which were not bound inside a book. The City Clerk will be working with the Committee again this year to make a safer environment for all aged documents stored in the City Clerk's vault. Julian L. Long, J.D. Community Development Coordinator/Grants Manager and Co-Chair of the Rochester Historic Documents Preservation Committee has begun the process of submitting a grant application to the Moose Plate Grant for the March 31, 2017 deadline. Linda Sargent, member of the Historic Documents Preservation Committee, created an index of said documents. Among some of the findings were original records kept by the Proprietors as far back as 1727 and Town Meeting reports as far back as 1742. It is important to preserve this valuable documentation.

## PERFORMANCE OBJECTIVES

### FROM FY2017

(1) The City Clerk will work in conjunction with the Historic Documents Preservation Committee to seek the Moose Plate Grant and improve the quality of the existing City Clerk's Vault as previously mentioned under *Restoring the History of Rochester* Section of the narrative.

(2) Moving forward, the City Clerk will work to keep a PDF file of all approved minutes for each Fiscal Year on the Intranet and going back for an additional five years.

(3) The City Clerk will work with General Code, the City Attorney, and the Deputy City Manager to complete the process of codification to the General Ordinances.

## PERFORMANCE OBJECTIVES

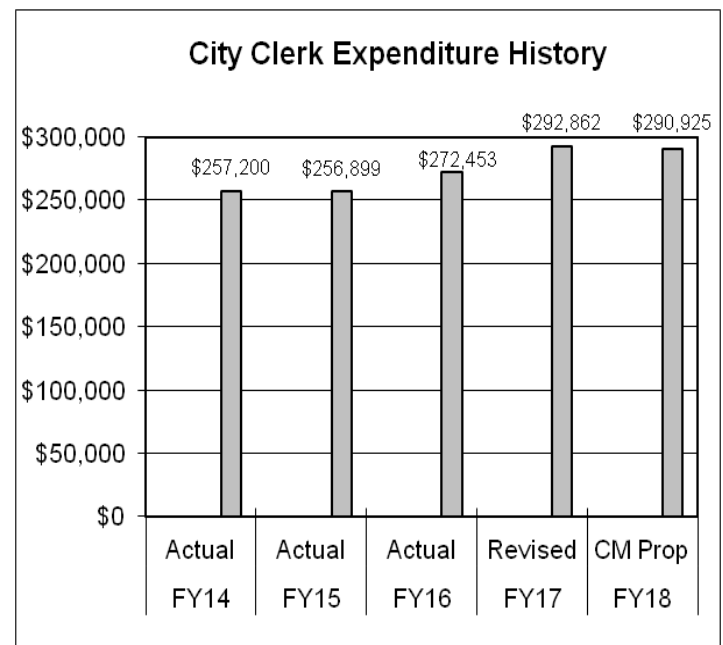
### FOR FY 2018

#### Codification of the City Ordinances:

The City Clerk met with General Code, the City Attorney, and the Deputy City Manager to work out the details of the codification services.

#### Protecting Existing Historic Documents:

The City Clerk will continue to work to create a safer environment for the existing documents stored in the City Clerk's vault.



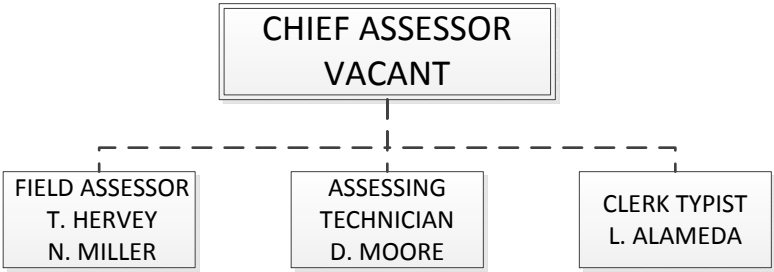
**CITY CLERK  
EXPENDITURES BY ACCOUNT**

	<b>FY 16 ACTUAL</b>	<b>FY 17 REVISED</b>	<b>FY 18 DRAFT</b>	<b>FY 18 DEPT REQ</b>	<b>FY 18 CM PROP</b>	<b>\$ CHANGE</b>
<b><u>PERSONNEL - SALARIES</u></b>						
511001 SALARIES - FULL TIME	124,212	125,178	132,256	132,256	132,256	7,078
511002 SALARIES - PART TIME	5,156	10,000	10,000	10,000	10,000	0
513001 OVERTIME - REGULAR	1,208	2,000	2,000	2,000	2,000	0
516000 LONGEVITY	650	850	1,125	1,125	1,125	275
<b>TOTAL PERSONNEL - SALARIES</b>	<b>131,227</b>	<b>138,028</b>	<b>145,381</b>	<b>145,381</b>	<b>145,381</b>	<b>7,353</b>
<b><u>PERSONNEL - BENEFITS</u></b>						
521100 HEALTH	47,177	48,828	43,310	43,310	36,662	(12,166)
521200 DENTAL	489	494	693	693	693	199
521300 LIFE	220	102	240	240	240	138
522000 SOCIAL SECURITY	9,069	9,378	9,629	9,629	9,629	251
523000 RETIREMENT	14,454	14,301	15,408	15,408	15,408	1,107
526000 WORKERS' COMPENSATION	291	320	339	339	339	19
528001 IPT	1,298	870	1,432	1,432	1,432	562
<b>TOTAL PERSONNEL - BENEFITS</b>	<b>72,996</b>	<b>74,293</b>	<b>71,051</b>	<b>71,051</b>	<b>64,403</b>	<b>(9,890)</b>
<b><u>TECH/PROF SERVICES</u></b>						
532001 STAFF DEVELOPMENT	2,164	3,500	3,500	3,500	3,500	0
532200 CONTRACTED SERVICES	2,266	5,000	5,000	5,000	5,000	0
<b>TOTAL TECH/PROF SERVICES</b>	<b>4,430</b>	<b>8,500</b>	<b>8,500</b>	<b>8,500</b>	<b>8,500</b>	<b>0</b>
<b><u>PROPERTY SERVICES</u></b>						
543002 EQUIPMENT MAINTENANCE	41	300	300	300	300	0
544500 LEASE COPIER/PRINTERS	2,551	2,654	2,654	2,654	2,654	0
<b>TOTAL PROPERTY SERVICES</b>	<b>2,592</b>	<b>2,954</b>	<b>2,954</b>	<b>2,954</b>	<b>2,954</b>	<b>0</b>
<b><u>ADMINISTRATIVE COSTS</u></b>						
552003 GENERAL LIABILITY	718	817	767	767	767	(50)
553000 COMMUNICATIONS	508	500	500	500	500	0
553400 POSTAGE FEES	791	1,310	1,710	1,710	1,710	400
554000 ADVERTISING	5,047	6,000	4,000	4,000	6,000	0
555000 PRINTING AND BINDING	820	1,800	1,800	1,800	1,800	0
558000 TRAVEL	215	400	400	400	400	0
<b>TOTAL ADMINISTRATIVE COSTS</b>	<b>8,099</b>	<b>10,827</b>	<b>9,177</b>	<b>9,177</b>	<b>11,177</b>	<b>350</b>
<b><u>MATERIALS &amp; SUPPLIES</u></b>						
561003 OFFICE SUPPLIES	591	1,050	1,050	1,050	1,050	0
561011 DOG LICENSES SUPPLIES	1,711	2,050	2,300	2,300	2,300	250

CITY CLERK EXPENDITURES BY ACCOUNT						
	FY 16 ACTUAL	FY 17 REVISED	FY 18 DRAFT	FY 18 DEPT REQ	FY 18 CM PROP	\$ CHANGE
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>2,302</b>	<b>3,100</b>	<b>3,350</b>	<b>3,350</b>	<b>3,350</b>	<b>250</b>
<b><u>PROPERTY/FIXED ASSET</u></b>						
573401 ADMIN EQUIPMENT	0	100	100	100	100	0
<b>TOTAL PROPERTY/FIXED ASSET</b>	<b>0</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>0</b>
<b><u>OTHER GOODS/SERVICES</u></b>						
581000 DUES AND FEES	320	560	560	560	560	0
589013 REGISTRY OF DEEDS	70	100	100	100	100	0
589017 STATE FEE DOG LICENSE	12,070	12,500	12,500	12,500	12,500	0
589019 STATE FEE MARRIAGE LICENSES	12,330	10,000	10,000	10,000	10,000	0
589021 STATE FEE VITAL RECORDS	26,018	31,900	31,900	31,900	31,900	0
<b>TOTAL OTHER GOODS/SERVICES</b>	<b>50,808</b>	<b>55,060</b>	<b>55,060</b>	<b>55,060</b>	<b>55,060</b>	<b>0</b>
<b>TOTAL CITY CLERK</b>	<b>272,453</b>	<b>292,862</b>	<b>295,573</b>	<b>295,573</b>	<b>290,925</b>	<b>(1,937)</b>

ELECTIONS EXPENDITURES BY ACCOUNT						
	FY 16 ACTUAL	FY 17 REVISED	FY 18 DRAFT	FY 18 DEPT REQ	FY 18 CM PROP	\$ CHANGE
<b><u>PERSONNEL - SALARIES</u></b>						
511002 SALARIES - PART TIME	6,034	4,000	4,000	4,000	4,000	0
511009 SALARIES - ELECTED OFFICIALS	18,695	21,000	14,760	14,760	14,760	(6,240)
513001 OVERTIME - REGULAR	848	1,000	1,000	1,000	1,000	0
<b>TOTAL PERSONNEL - SALARIES</b>	<b>25,577</b>	<b>26,000</b>	<b>19,760</b>	<b>19,760</b>	<b>19,760</b>	<b>(6,240)</b>
<b><u>PERSONNEL - BENEFITS</u></b>						
522000 SOCIAL SECURITY	1,958	1,990	1,513	1,513	1,513	(477)
526000 WORKERS' COMPENSATION	29	32	34	34	34	2
<b>TOTAL PERSONNEL - BENEFITS</b>	<b>1,987</b>	<b>2,022</b>	<b>1,547</b>	<b>1,547</b>	<b>1,547</b>	<b>(475)</b>
<b><u>TECH/PROF SERVICES</u></b>						
534003 SOFTWARE MAINT/LIC	3,139	4,700	2,500	2,500	2,500	(2,200)
<b>TOTAL TECH/PROF SERVICES</b>	<b>3,139</b>	<b>4,700</b>	<b>2,500</b>	<b>2,500</b>	<b>2,500</b>	<b>(2,200)</b>
<b><u>PROPERTY SERVICES</u></b>						
543002 EQUIPMENT MAINTENANCE	1,200	1,350	1,575	1,575	1,575	225
544100 RENTAL LAND & BUILDINGS	1,500	1,500	450	450	450	(1,050)
<b>TOTAL PROPERTY SERVICES</b>	<b>2,700</b>	<b>2,850</b>	<b>2,025</b>	<b>2,025</b>	<b>2,025</b>	<b>(825)</b>
<b><u>ADMINISTRATIVE COSTS</u></b>						
552003 GENERAL LIABILITY	128	119	137	137	137	18
553400 POSTAGE FEES	324	1,800	380	380	380	(1,420)
554000 ADVERTISING	920	800	800	800	800	0
555000 PRINTING AND BINDING	2,870	2,200	2,200	2,200	2,200	0
558000 TRAVEL	190	260	170	170	170	(90)
<b>TOTAL ADMINISTRATIVE COSTS</b>	<b>4,432</b>	<b>5,179</b>	<b>3,687</b>	<b>3,687</b>	<b>3,687</b>	<b>(1,492)</b>
<b><u>MATERIALS &amp; SUPPLIES</u></b>						
561003 OFFICE SUPPLIES	480	500	400	400	400	(100)
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>480</b>	<b>500</b>	<b>400</b>	<b>400</b>	<b>400</b>	<b>(100)</b>
<b><u>PROPERTY/FIXED ASSET</u></b>						
573900 OTHER EQUIPMENT	0	100	100	100	100	0
<b>TOTAL PROPERTY/FIXED ASSET</b>	<b>0</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>0</b>
<b><u>OTHER GOODS/SERVICES</u></b>						
589000 MISCELLANEOUS EXPENDITURES	4,184	4,900	2,500	2,500	2,500	(2,400)
<b>TOTAL OTHER GOODS/SERVICES</b>	<b>4,184</b>	<b>4,900</b>	<b>2,500</b>	<b>2,500</b>	<b>2,500</b>	<b>(2,400)</b>
<b>TOTAL ELECTIONS</b>	<b>42,498</b>	<b>46,251</b>	<b>32,519</b>	<b>32,519</b>	<b>32,519</b>	<b>(13,732)</b>

# ASSESSING



**FY18 EMPLOYEE POSITIONS AND SALARY BY DEPARTMENT-ASSESSORS OFFICE**

\* Salary and Benefits Allocated Between Departments

Name	Title	Salary	Longevity	Education Incentive	Holiday Pay	Early Report	Stipend	Total	Salary Allocation	BiWkly Hours	FTE
<b>Assessor</b>											
VACANT	Chief Assessor	100,000	0	0	0	0	0	100,000	100%	NA	1.00
Hervey	Field Assessor	48,649	600	0	0	0	0	49,249	100%	70	1.00
Miller	Field Assessor	51,543	400	0	0	0	0	51,943	100%	80	1.00
Moore	Assessing Technician	37,544	0	0	0	0	0	37,544	100%	80	1.00
<i>Subtotal Full Time</i>		237,736	1,000	0	0	0	0	238,736			
Alameda	Clerk Typist I	26,275	100	0	0	0	0	26,375	100%	60	0.85
<i>Subtotal Part Time</i>		26,275	100	\$0	-	-	\$0	26,375			
<b>Total Assessor</b>		<b>\$264,011</b>	<b>\$1,100</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>265,111</b>			<b>4.85</b>

EMPLOYEE POSITIONS BY DEPARTMENT

CITY OF ROCHESTER

FY 18 PROPOSED BUDGET

**OVERVIEW**

Annually, and in accordance with state assessing guidelines, the assessors and selectmen shall adjust assessments to reflect changes so that all assessments are reasonably proportional within that municipality.

(RSA 75:8)

The Rochester Real Estate Inventory is in a constant state of flux. These constant changes are caused by such things as renovations, new construction, and lack of maintenance, natural aging and economic forces. To keep track of all but the last, economic forces, the department performs a systematic cyclical review of all properties and an annual review of properties that have been issued building permits. Changes caused by economic (market) forces are measured by sales within the community. When these sales indicate that disproportionate assessments exist, the City Council is informed and at their direction a City Wide Statistical Update is performed to regain proportional assessments.

In addition to maintaining the City's property inventory, the department updates ownership records, mailing addresses, exemptions, credits, records on charitable, educational and religious properties, timber tax and gravel operations and submits numerous reports to the NH Department of Revenue Administration.

**REVENUE ASSUMPTIONS**

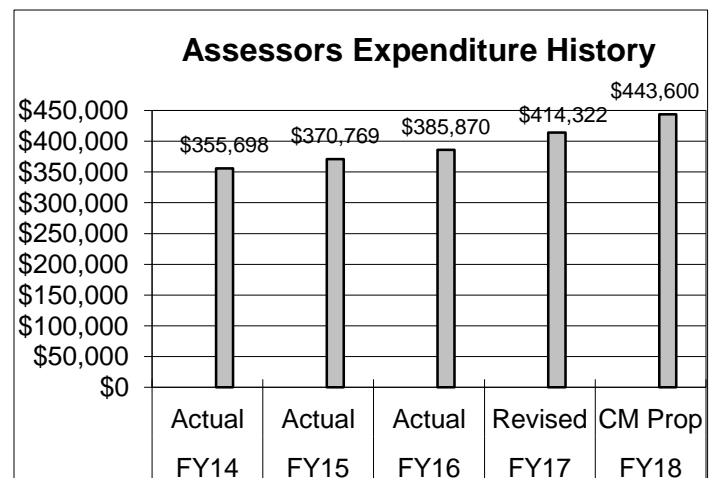
Typically the annual revenue attributed to this department is less than \$1,000. The objectives of the Department are more service oriented. The only funds received are from selling copies of our data and copies of maps and property record cards. We provide, without charge, copies of property record cards to owners of the property and we encourage all owners to review their records

**EXPENDITURES**

The Assessing Department has strived to keep costs at a minimum throughout the 2017 fiscal year, and has made every attempt to level-fund the department for FY 2018. The overall budget has increased by 9.7%. To better serve the citizens of Rochester there are two areas that we have increased. Copy, print and postage have increased in anticipation of sending notification to property owners if an update in assessed values is performed. We have increased the communication line to enable the field assessors to access permits, plans and deeds through modern technology, while they are in the field. This has increased job performance and efficiency.

**PERFORMANCE OBJECTIVES**

The Department of Revenue Administration performs periodic reviews of the assessing office & field work. On April 1, 2016 we received a letter from the Director of the Property Appraisal Division of the Department of Revenue Administration that stated "You stand out as an excellent example for other communities to follow." This was an endorsement of our past performance and we seek to constantly improve our knowledge and skills to better serve the Citizens of Rochester.

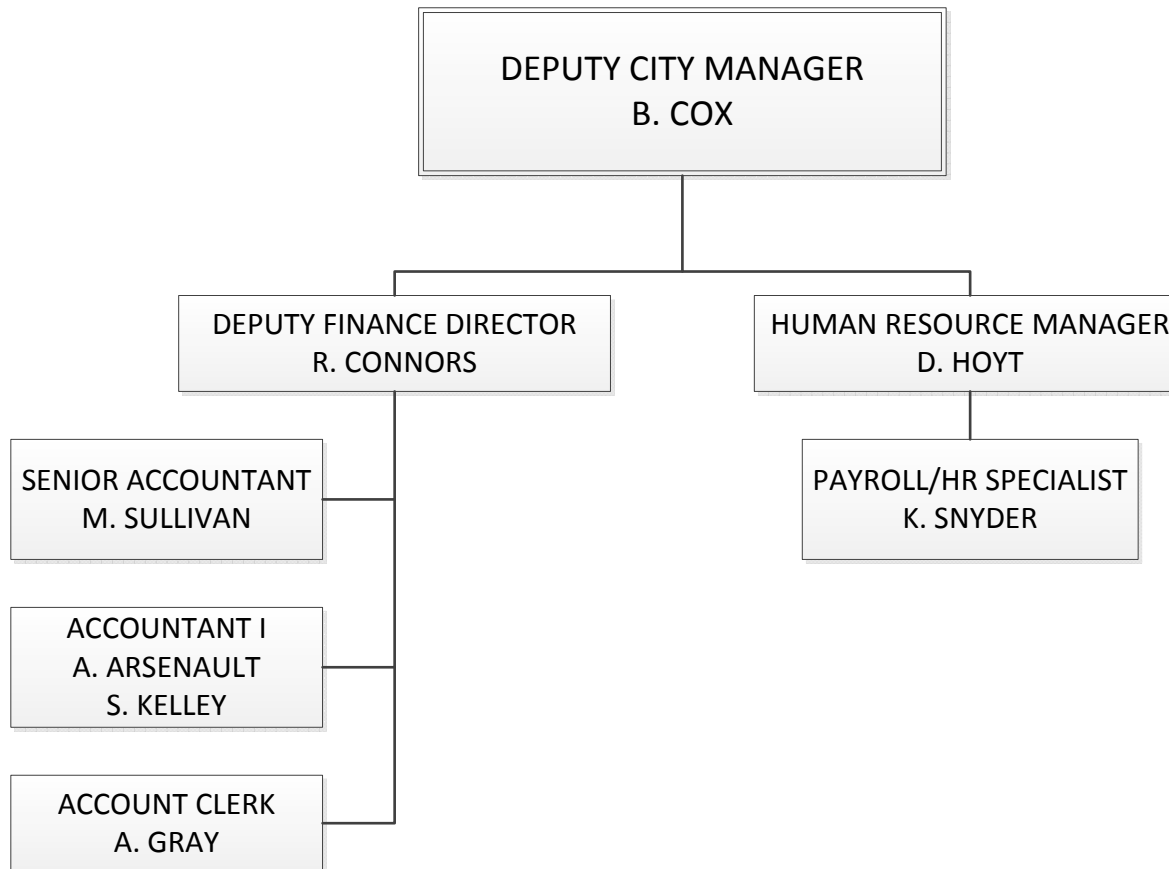


**ASSESSORS  
EXPENDITURES BY ACCOUNT**

	<b>FY 16 ACTUAL</b>	<b>FY 17 REVISED</b>	<b>FY 18 DRAFT</b>	<b>FY 18 DEPT REQ</b>	<b>FY 18 CM PROP</b>	<b>\$ CHANGE</b>
<b><u>PERSONNEL - SALARIES</u></b>						
511001 SALARIES - FULL TIME	203,302	169,875	217,736	217,736	237,736	67,861
511002 SALARIES - PART TIME	25,841	23,862	26,275	26,275	26,275	2,413
513001 OVERTIME - REGULAR	825	800	800	800	1,800	1,000
516000 LONGEVITY	1,872	1,425	1,100	1,100	1,100	(325)
<b>TOTAL PERSONNEL - SALARIES</b>	<b>231,840</b>	<b>195,962</b>	<b>245,911</b>	<b>245,911</b>	<b>266,911</b>	<b>70,949</b>
<b><u>PERSONNEL - BENEFITS</u></b>						
521100 HEALTH	67,470	72,063	68,454	68,454	57,645	(14,418)
521200 DENTAL	954	1,000	1,000	1,000	1,000	0
521300 LIFE	344	170	395	395	395	225
522000 SOCIAL SECURITY	16,571	16,531	18,135	18,135	19,742	3,211
523000 RETIREMENT	23,908	23,861	24,985	24,985	27,375	3,514
526000 WORKERS' COMPENSATION	4,647	5,102	5,405	5,405	5,405	303
528001 IPT	2,062	1,456	2,357	2,357	2,357	901
<b>TOTAL PERSONNEL - BENEFITS</b>	<b>115,957</b>	<b>120,183</b>	<b>120,731</b>	<b>120,731</b>	<b>113,919</b>	<b>(6,264)</b>
<b><u>TECH/PROF SERVICES</u></b>						
532001 STAFF DEVELOPMENT	1,390	3,650	3,900	3,900	4,150	500
532200 CONTRACTED SERVICES	0	41,600	0	0	0	(41,600)
533000 OTHER PROF SERVICES	8,700	9,300	9,300	9,300	9,300	0
534003 SOFTWARE MAINT/LIC	11,940	18,120	14,650	14,650	14,650	(3,470)
534004 APPRAISALS	3,800	5,000	5,000	5,000	5,000	0
<b>TOTAL TECH/PROF SERVICES</b>	<b>25,830</b>	<b>77,670</b>	<b>32,850</b>	<b>32,850</b>	<b>33,100</b>	<b>(44,570)</b>
<b><u>PROPERTY SERVICES</u></b>						
543001 VEHICLE MAINT & REPAIRS	62	500	500	500	2,000	1,500
543002 EQUIPMENT MAINTENANCE	0	400	400	400	400	0
544500 LEASE COPIER/PRINTERS	1,387	1,600	1,600	1,600	2,000	400
<b>TOTAL PROPERTY SERVICES</b>	<b>1,449</b>	<b>2,500</b>	<b>2,500</b>	<b>2,500</b>	<b>4,400</b>	<b>1,900</b>
<b><u>ADMINISTRATIVE COSTS</u></b>						
552001 FLEET INSURANCE	505	909	600	600	600	(309)
552003 GENERAL LIABILITY	1,297	1,483	1,385	1,385	1,385	(98)
553000 COMMUNICATIONS	2,688	3,500	3,500	3,500	4,150	650
553400 POSTAGE FEES	765	800	800	800	6,300	5,500
555000 PRINTING AND BINDING	21	500	500	500	1,500	1,000
558000 TRAVEL	404	1,950	2,000	2,000	2,000	50

ASSESSORS EXPENDITURES BY ACCOUNT						
	FY 16 ACTUAL	FY 17 REVISED	FY 18 DRAFT	FY 18 DEPT REQ	FY 18 CM PROP	\$ CHANGE
<b>TOTAL ADMINISTRATIVE COSTS</b>	<b>5,680</b>	<b>9,142</b>	<b>8,785</b>	<b>8,785</b>	<b>15,935</b>	<b>6,793</b>
<b><u>MATERIALS &amp; SUPPLIES</u></b>						
561003 OFFICE SUPPLIES	663	1,000	1,000	1,000	1,000	0
561005 PUBLICATIONS	1,125	1,270	1,270	1,270	1,270	0
561008 VEHICLE SUPPLIES	551	500	1,000	1,000	1,000	500
561010 CLOTHING	741	1,400	1,400	1,400	1,400	0
562600 VEHICLE FUEL	595	800	800	800	800	0
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>3,673</b>	<b>4,970</b>	<b>5,470</b>	<b>5,470</b>	<b>5,470</b>	<b>500</b>
<b><u>PROPERTY/FIXED ASSET</u></b>						
573401 ADMIN EQUIPMENT	163	1,900	1,900	1,900	1,900	0
<b>TOTAL PROPERTY/FIXED ASSET</b>	<b>163</b>	<b>1,900</b>	<b>1,900</b>	<b>1,900</b>	<b>1,900</b>	<b>0</b>
<b><u>OTHER GOODS/SERVICES</u></b>						
581000 DUES AND FEES	1,136	1,895	1,865	1,865	1,865	(30)
589013 REGISTRY OF DEEDS	141	100	100	100	100	0
<b>TOTAL OTHER GOODS/SERVICES</b>	<b>1,277</b>	<b>1,995</b>	<b>1,965</b>	<b>1,965</b>	<b>1,965</b>	<b>(30)</b>
<b>TOTAL ASSESSORS</b>	<b>385,870</b>	<b>414,322</b>	<b>420,112</b>	<b>420,112</b>	<b>443,600</b>	<b>29,278</b>

## FINANCE & ADMINISTRATION



**FY18 EMPLOYEE POSITIONS AND SALARY BY DEPARTMENT-FINANCE & HUMAN RESOURCES**

\* Salary and Benefits Allocated Between Departments

Name	Title	Salary	Longevity	Education Incentive	Holiday Pay	Early Report	Stipend	Total	Salary Allocation	BiWkly Hours	FTE
<b>Finance &amp; Human Resources</b>											
Cox	Dep City Manager/Finance Director*	92,313	260	0	0	0	4,000	96,573	80%	NA	0.80
Connors	Deputy Finance Director*	54,313	420	0	0	0	0	54,733	70%	NA	0.70
Sullivan	Senior Accountant*	55,632	300	0	0	0	0	55,932	75%	NA	0.75
Arsenault	Accountant I*	47,583	0	0	0	0	0	47,583	80%	NA	0.80
Kelley	Accountant I*	38,000	0	0	0	0	0	38,000	80%	NA	0.80
Gray	Account Clerk II*	33,649	480	0	0	0	0	34,129	80%	70	0.80
Hoyt	Human Resource Manager*	57,023	480	0	0	0	0	57,503	80%	NA	0.80
Snyder	PR/HR Specialist*	24,051	352	0	0	0	0	24,403	64%	70	0.64
<i>Subtotal Full Time</i>		402,564	2,292					408,856			
<b>Total Finance &amp; Human Resources</b>		<b>\$402,564</b>	<b>\$2,292</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>4,000</b>	<b>408,856</b>			<b>6.09</b>

EMPLOYEE POSITIONS BY DEPARTMENT

CITY OF ROCHESTER

FY 18 PROPOSED BUDGET

## **OVERVIEW**

The Division of Finance is responsible for several functional areas and departments:

- Assessing  
(Property Appraisals, Net Assessed Valuation)
- Business Office  
(Accounting, Accounts Payable, Purchasing and Bidding)
- City Clerk  
(Vital Statistics, Council Agendas and Meeting Minutes, Elections)
- Finance  
(General Ledger, Treasury Cash Management, Debt Financing, Annual Independent Financial Audit, Budget Development and Administration, Monthly Financial Reports, Bank Reconciliations, Preparation and Review of Bids, Preparation of Federal, State and miscellaneous reports and surveys, Tax and Utility Rate Analysis and Setting, Property-Liability Claims Management)
- Human Resources  
(Benefits Administration, Payroll, Labor Contracts)
- Information Technology  
(Network Administration, Database Administration, Hardware Maintenance, Government TV Channel)
- Tax Collection  
(Property Tax Collection, Motor Vehicle Registrations, Water and Sewer Fee Payments)
- Welfare  
(General Assistance, Emergency Housing).

The Finance Division is responsible for the collection of revenues, including but not

limited to, real estate property taxes, license and permit fees, and fees for services. Revenues that are collected are disbursed to various departments as appropriated by City Council during the yearly budget process. The preparation of the Annual Operating Budget, Capital Improvements Plan Budget and the Comprehensive Annual Financial Report (CAFR) is also coordinated by this department.

## **EXPENDITURES**

Several of the departments named above have individual department level budgets. Expenditures included under the specific purview of the Finance Department include the Business Office, Human Resources as well as the General Overhead budget.

## **PERFORMANCE OBJECTIVES**

### *The Mission of the Finance Department*

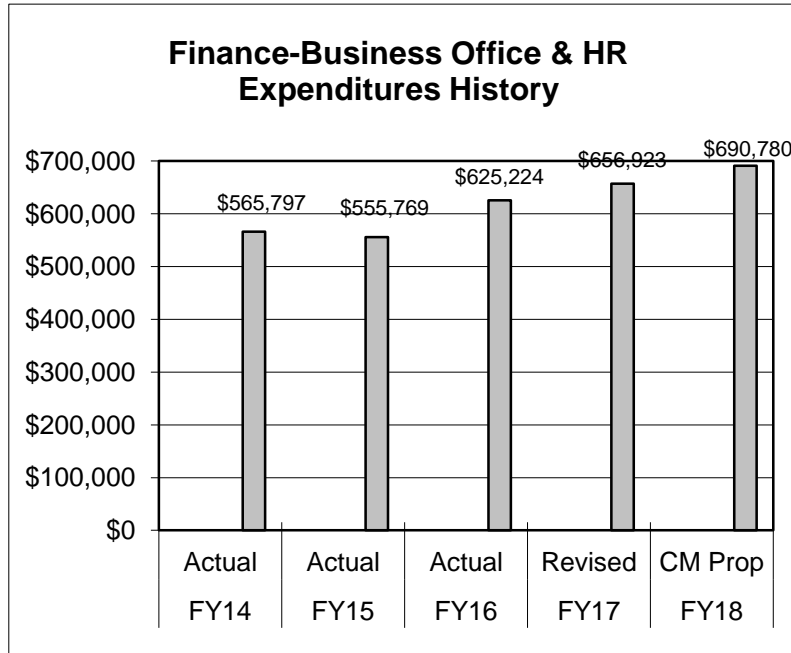
To effectively manage the City's fiscal and human resources through its several functional units in order to ensure the proper utilization, safeguarding and preservation of City assets. The Finance Department accomplishes this mission by ensuring all the human capital and financial operations as well as transactions of the City are properly managed and accounted for in accordance with legally mandated standards as required by Federal, State and City laws.

- Maintain an appropriate financial base to deliver City Manager & Council authorized level of City services
- Collect tax and other revenue and report the expenditure of public funds in accordance with N.H. State statutes and Charter/ Ordinances of the City of Rochester
- Uphold a respected credit rating in the financial community and assure

**CITY OF ROCHESTER FINANCE-BUSINESS OFFICE FY18 PROPOSED BUDGET**

taxpayers that the City of Rochester is well managed by using prudent financial management

- Provide financial and human resource support to all City departments

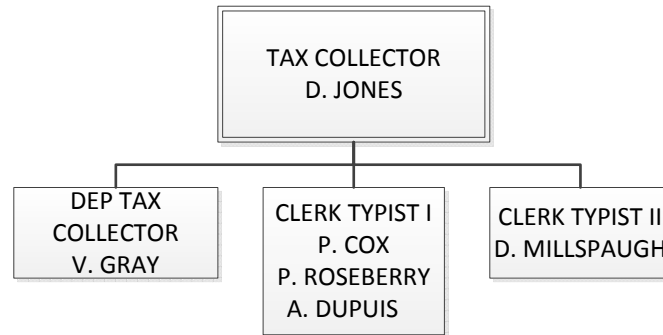


**FINANCE-BUSINESS OFFICE  
EXPENDITURES BY ACCOUNT**

	<b>FY 16 ACTUAL</b>	<b>FY 17 REVISED</b>	<b>FY 18 DRAFT</b>	<b>FY 18 DEPT REQ</b>	<b>FY 18 CM PROP</b>	<b>\$ CHANGE</b>
<b><u>PERSONNEL - SALARIES</u></b>						
511001 SALARIES - FULL TIME	370,405	389,563	404,856	404,856	402,564	13,001
511002 SALARIES - PART TIME	0	0	0	0	0	0
511099 SALARIES - ADJUSTMENT	8,766	10,703	0	10,026	10,026	(677)
513001 OVERTIME - REGULAR	0	250	250	250	250	0
516000 LONGEVITY	2,669	2,258	0	0	2,292	34
519000 TRAVEL ALLOWANCE	2,462	5,000	4,000	4,000	4,000	(1,000)
<b>TOTAL PERSONNEL - SALARIES</b>	<b>384,302</b>	<b>407,774</b>	<b>409,106</b>	<b>419,132</b>	<b>419,132</b>	<b>11,358</b>
<b><u>PERSONNEL - BENEFITS</u></b>						
521100 HEALTH	89,811	93,080	104,564	104,564	88,432	(4,648)
521200 DENTAL	1,372	1,429	1,437	1,437	1,437	8
521300 LIFE	635	312	726	726	726	414
522000 SOCIAL SECURITY	29,055	29,706	29,653	30,421	30,421	715
523000 RETIREMENT	43,174	44,981	46,101	47,243	47,243	2,262
526000 WORKERS' COMPENSATION	582	639	677	677	677	38
528001 IPT	3,815	2,753	4,344	4,344	4,344	1,591
<b>TOTAL PERSONNEL - BENEFITS</b>	<b>168,445</b>	<b>172,900</b>	<b>187,502</b>	<b>189,412</b>	<b>173,280</b>	<b>380</b>
<b><u>TECH/PROF SERVICES</u></b>						
532001 STAFF DEVELOPMENT	1,674	6,050	6,050	6,050	7,150	1,100
532200 CONTRACTED SERVICES	2,507	2,480	2,480	2,480	2,480	0
533004 MEDICAL SERVICES	4,520	5,000	5,000	5,000	5,000	0
534003 SOFTWARE MAINT/LIC	19,882	21,365	22,458	22,458	39,458	18,093
534006 CONSULTING OTHER	0	500	500	500	500	0
<b>TOTAL TECH/PROF SERVICES</b>	<b>28,583</b>	<b>35,395</b>	<b>36,488</b>	<b>36,488</b>	<b>54,588</b>	<b>19,193</b>
<b><u>PROPERTY SERVICES</u></b>						
543002 EQUIPMENT MAINTENANCE	697	1,652	1,305	1,305	1,305	(347)
544500 LEASE COPIER/PRINTERS	4,349	3,985	3,985	3,985	3,985	0
<b>TOTAL PROPERTY SERVICES</b>	<b>5,047</b>	<b>5,637</b>	<b>5,290</b>	<b>5,290</b>	<b>5,290</b>	<b>(347)</b>
<b><u>ADMINISTRATIVE COSTS</u></b>						
552003 GENERAL LIABILITY	2,261	2,254	2,415	2,415	2,415	161
553000 COMMUNICATIONS	4,920	5,050	5,050	5,050	5,050	0
553400 POSTAGE FEES	4,927	3,898	4,450	4,450	4,450	552
554000 ADVERTISING	5,520	2,900	3,250	3,250	3,250	350
555000 PRINTING AND BINDING	0	200	200	200	200	0

FINANCE-BUSINESS OFFICE EXPENDITURES BY ACCOUNT						
	FY 16 ACTUAL	FY 17 REVISED	FY 18 DRAFT	FY 18 DEPT REQ	FY 18 CM PROP	\$ CHANGE
558000 TRAVEL	4,448	5,600	5,500	5,500	7,600	2,000
<b>TOTAL ADMINISTRATIVE COSTS</b>	<b>22,076</b>	<b>19,902</b>	<b>20,865</b>	<b>20,865</b>	<b>22,965</b>	<b>3,063</b>
<b><u>MATERIALS &amp; SUPPLIES</u></b>						
561003 OFFICE SUPPLIES	3,162	3,600	3,600	3,600	3,600	0
561004 FORMS	988	1,250	1,250	1,250	1,250	0
561005 PUBLICATIONS	60	200	200	200	200	0
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>4,210</b>	<b>5,050</b>	<b>5,050</b>	<b>5,050</b>	<b>5,050</b>	<b>0</b>
<b><u>PROPERTY/FIXED ASSET</u></b>						
573401 ADMIN EQUIPMENT	6,740	1,200	1,250	1,250	1,250	50
<b>TOTAL PROPERTY/FIXED ASSET</b>	<b>6,740</b>	<b>1,200</b>	<b>1,250</b>	<b>1,250</b>	<b>1,250</b>	<b>50</b>
<b><u>OTHER GOODS/SERVICES</u></b>						
581000 DUES AND FEES	1,480	1,865	2,025	2,025	2,025	160
589070 EMPLOYEE RECOGNITION	4,342	7,200	7,200	7,200	7,200	0
<b>TOTAL OTHER GOODS/SERVICES</b>	<b>5,823</b>	<b>9,065</b>	<b>9,225</b>	<b>9,225</b>	<b>9,225</b>	<b>160</b>
<b>TOTAL BUSINESS OFFICE</b>	<b>625,224</b>	<b>656,923</b>	<b>674,776</b>	<b>686,712</b>	<b>690,780</b>	<b>33,857</b>

## TAX COLLECTOR



**FY18 EMPLOYEE POSITIONS AND SALARY BY DEPARTMENT-TAX COLLECTOR**

\* Salary and Benefits Allocated Between Departments

Name	Title	Salary	Longevity	Education Incentive	Holiday Pay	Early Report	Stipend	Total	Salary Allocation	BiWkly Hours	FTE
<b><u>Tax Collector</u></b>											
Jones	Tax Collector	70,226	600	0	0	0	0	70,826	100%	NA	1.00
Gray	Deputy Tax Collector	37,966	550	0	0	0	0	38,516	100%	70	1.00
Millsbaugh	Clerk Typist II	30,030	325	0	0	0	0	30,355	100%	70	1.00
<b>Subtotal Full Time</b>		<b>138,222</b>	<b>1,475</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>139,697</b>			
Cox	Clerk Typist I	17,067	200	0	0	0	0	17,267	100%	40	0.57
Roseberry	Clerk Typist I	14,611	200	0	0	0	0	14,811	100%	36	0.51
Dupuis	Clerk Typist I	9,432	100	0	0	0	0	9,532	100%	25	0.35
<b>Subtotal PT Time</b>		<b>41,110</b>	<b>500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>41,610</b>			
								-			
<b>Total Tax Collector</b>		<b>\$179,332</b>	<b>\$1,975</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>181,307</b>			<b>4.43</b>

EMPLOYEE POSITIONS BY DEPARTMENT

CITY OF ROCHESTER

FY 18 PROPOSED BUDGET

**OVERVIEW**

Our mission in the Tax Collector's Office is to provide professional and courteous service to all of our customers and to collect revenue as accurately as possible.

The department consists of three full time employees and three part time employees.

payments from the credit cards are for auto registrations.

I would like to provide online service for paying tax bills & provide bill information online for taxpayers & title companies & tax services.

**REVENUE ASSUMPTIONS**

All revenue taken in from the Tax Office will be from auto registrations, property taxes, yield & gravel taxes and water & sewer bills. I expect revenue for auto registrations to be approximately \$4,000,000.00 and interest on delinquent taxes to be approximately \$500,000.00.

**EXPENDITURES**

Software license costs are rising by 3.27%.

Office Supplies up by 49% due to ink cartridges not covered for State printers.

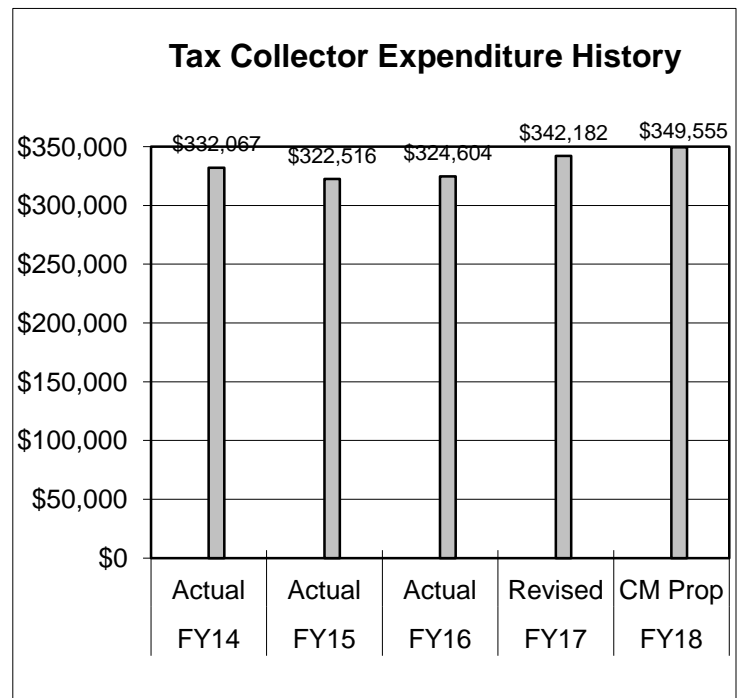
**PERFORMANCE OBJECTIVES**

Continue to provide quality customer service to all customers.

Collect revenue as accurately and professionally as possible.

Deposit all monies on a daily basis and reconciliations completed in a timely manner.

We are now accepting credit cards for the convenience of our customers. The majority of



**TAX COLLECTOR  
EXPENDITURES BY ACCOUNT**

	<b>FY 16 ACTUAL</b>	<b>FY 17 REVISED</b>	<b>FY 18 DRAFT</b>	<b>FY 18 DEPT REQ</b>	<b>FY 18 CM PROP</b>	<b>\$ CHANGE</b>
<b><u>PERSONNEL - SALARIES</u></b>						
511001 SALARIES - FULL TIME	131,263	134,477	138,222	138,222	138,222	3,745
511002 SALARIES - PART TIME	42,293	41,111	41,110	41,110	41,110	(1)
513001 OVERTIME - REGULAR	0	500	500	500	500	0
516000 LONGEVITY	1,565	1,715	1,975	1,975	1,975	260
<b>TOTAL PERSONNEL - SALARIES</b>	<b>175,121</b>	<b>177,803</b>	<b>181,807</b>	<b>181,807</b>	<b>181,807</b>	<b>4,004</b>
<b><u>PERSONNEL - BENEFITS</u></b>						
521100 HEALTH	56,011	56,457	66,714	66,714	56,269	(188)
521200 DENTAL	750	750	750	750	750	0
521300 LIFE	236	110	251	251	251	141
522000 SOCIAL SECURITY	12,460	12,224	12,692	12,692	12,692	468
523000 RETIREMENT	15,421	15,230	15,956	15,956	15,956	726
526000 WORKERS' COMPENSATION	386	424	450	450	450	26
528001 IPT	1,377	918	1,496	1,496	1,496	578
<b>TOTAL PERSONNEL - BENEFITS</b>	<b>86,641</b>	<b>86,113</b>	<b>98,309</b>	<b>98,309</b>	<b>87,864</b>	<b>1,751</b>
<b><u>TECH/PROF SERVICES</u></b>						
532001 STAFF DEVELOPMENT	715	715	765	765	765	50
532200 CONTRACTED SERVICES	6,122	7,500	7,500	7,500	7,500	0
534003 SOFTWARE MAINT/LIC	13,787	14,270	14,737	14,737	14,737	467
<b>TOTAL TECH/PROF SERVICES</b>	<b>20,623</b>	<b>22,485</b>	<b>23,002</b>	<b>23,002</b>	<b>23,002</b>	<b>517</b>
<b><u>PROPERTY SERVICES</u></b>						
543002 EQUIPMENT MAINTENANCE	291	500	500	500	500	0
544500 LEASE COPIER/PRINTERS	3,194	2,589	2,589	2,589	2,589	0
<b>TOTAL PROPERTY SERVICES</b>	<b>3,485</b>	<b>3,089</b>	<b>3,089</b>	<b>3,089</b>	<b>3,089</b>	<b>0</b>
<b><u>ADMINISTRATIVE COSTS</u></b>						
552003 GENERAL LIABILITY	983	1,181	1,050	1,050	1,050	(131)
553000 COMMUNICATIONS	1,341	1,320	1,320	1,320	1,320	0
553400 POSTAGE FEES	14,957	17,907	15,891	17,002	17,002	(905)
558000 TRAVEL	874	890	1,680	1,680	1,680	790
<b>TOTAL ADMINISTRATIVE COSTS</b>	<b>18,154</b>	<b>21,298</b>	<b>19,941</b>	<b>21,052</b>	<b>21,052</b>	<b>(246)</b>
<b><u>MATERIALS &amp; SUPPLIES</u></b>						
561003 OFFICE SUPPLIES	1,982	2,670	2,670	2,670	3,970	1,300
561004 FORMS	1,933	4,384	4,431	4,431	4,431	47
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>3,915</b>	<b>7,054</b>	<b>7,101</b>	<b>7,101</b>	<b>8,401</b>	<b>1,347</b>

TAX COLLECTOR EXPENDITURES BY ACCOUNT						
	FY 16 ACTUAL	FY 17 REVISED	FY 18 DRAFT	FY 18 DEPT REQ	FY 18 CM PROP	\$ CHANGE
<b><u>PROPERTY/FIXED ASSET</u></b>						
573401 ADMIN EQUIPMENT	262	300	300	300	300	0
<b>TOTAL PROPERTY/FIXED ASSET</b>	<b>262</b>	<b>300</b>	<b>300</b>	<b>300</b>	<b>300</b>	<b>0</b>
<b><u>OTHER GOODS/SERVICES</u></b>						
581000 DUES AND FEES	40	40	40	40	40	0
589015 TAX SALE COST	16,363	24,000	24,000	24,000	24,000	0
<b>TOTAL OTHER GOODS/SERVICES</b>	<b>16,403</b>	<b>24,040</b>	<b>24,040</b>	<b>24,040</b>	<b>24,040</b>	<b>0</b>
<b>TOTAL TAX COLLECTOR</b>	<b>324,604</b>	<b>342,182</b>	<b>357,589</b>	<b>358,700</b>	<b>349,555</b>	<b>7,373</b>

## OVERVIEW

The City of Rochester's General Fund-General Overhead budget is comprised of revenue and expense types that are related to general administrative issues typically not tied to normal day-to-day departmental operations. The City of Rochester provides financial support to several community based organizations in the areas of health and social services, community planning, and transportation, as well as the East Rochester Library. Audit, general insurance liability, and various contingency expenses are all managed from the General Overhead budget.

## REVENUE ASSUMPTIONS

Revenues managed within the General Overhead budget include revenue types not related to specific department activities. Revenue recap is as follows;

- Payments in Lieu of Taxes- \$394,366
- NH Rooms and Meals Tax- \$1,441,166
- Cablevision Franchise Fee- \$230,000
- Rental Income-Cell Towers-\$17,457

Also including in the General Overhead Revenue budget are amounts from the General Fund Retained Fund balance and Host Community Fees. These revenue offsets lower the amount needed to be raised from property taxes.

- Use of Fund Balance- \$1,263,981
- Host Community Fees-\$2,000,000

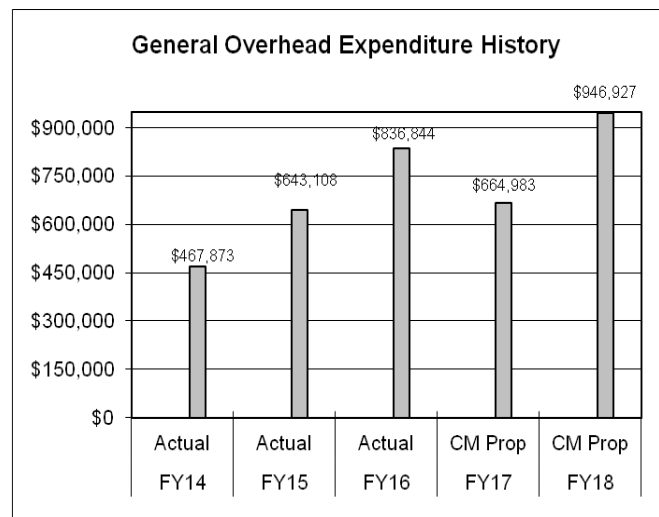
## EXPENDITURES

The following is a recap of FY18 proposed expenses;

- \$ 130,000 –Contingency for unanticipated needs.
- \$ 125,000-Contingency for Collective Bargaining Agreement settlements
- \$ 130,933-Contingency for retirement & other non union salary adjustments
- \$ 19,665 - Audit fees
- \$ 40,000-Anticipated Bond Issue fees
- \$ 79,100 - Various banking and trust management fees, Pictometry services
- \$ 15,815 General Administrative
- \$ 44,789- Dues & Fees
- \$ 118,799- Coast Bus Subsidy
- \$ 123,826 - Health and Social Services
- \$ 5,000 - East Rochester Library
- \$ 2,500- Emergency Operations Center
- \$ 1,500 - E-911 Implementation
- \$ 10,000 - Conservation Committee
- \$ 100,000 – Economic Development

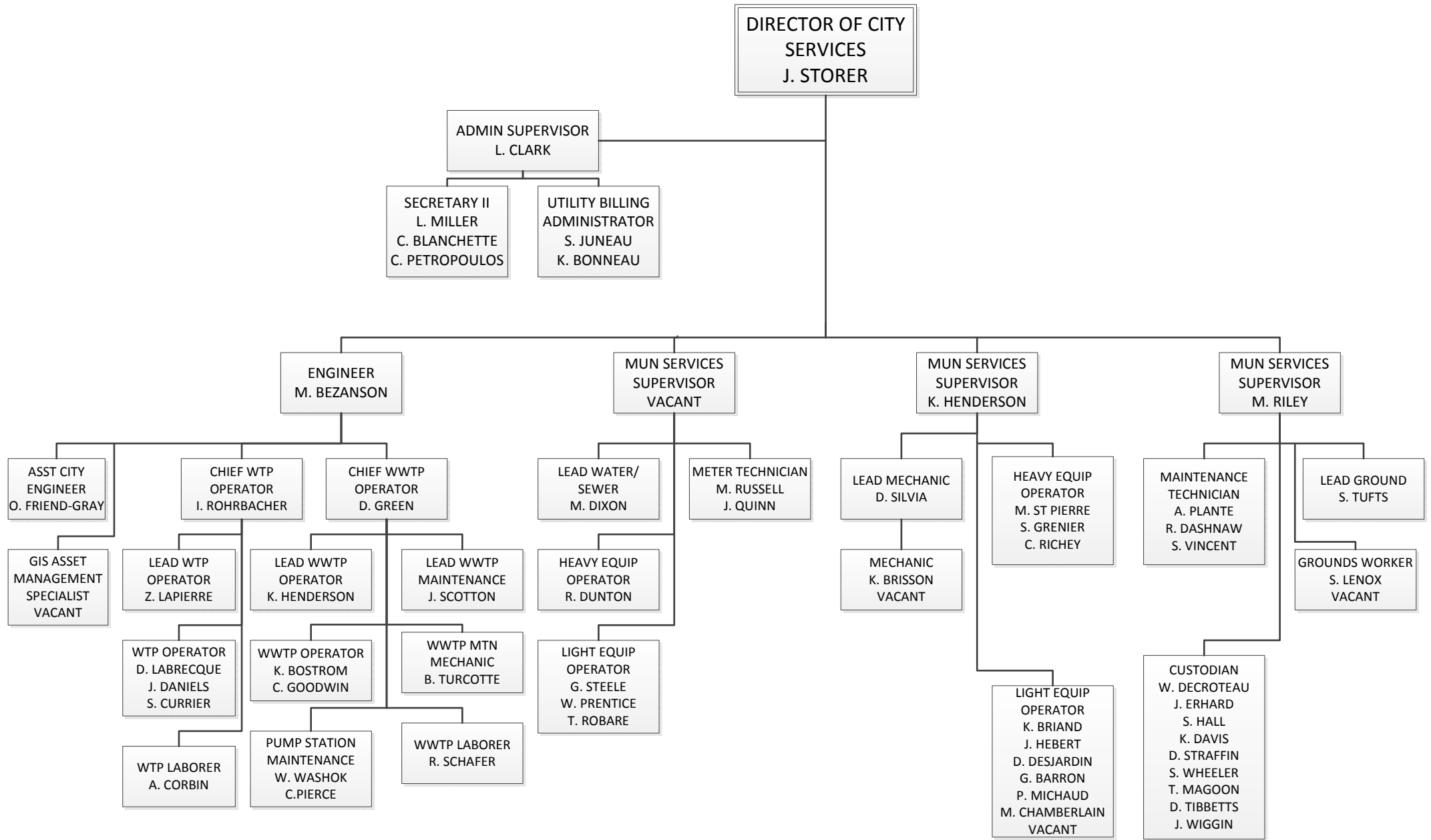
## PERFORMANCE OBJECTIVES

Appropriately meet the growing needs of the City of Rochester, and provide for above and beyond contingency expenses.



**GENERAL OVERHEAD  
EXPENDITURES BY ACCOUNT**

	<b>FY 16 ACTUAL</b>	<b>FY 17 REVISED</b>	<b>FY 18 DRAFT</b>	<b>FY 18 DEPT REQ</b>	<b>FY 18 CM PROP</b>	<b>\$ CHANGE</b>
<b><u>PERSONNEL - SALARIES</u></b>						
511001 SALARIES - FULL TIME	61,104	110,000	110,000	110,000	110,000	0
<b>TOTAL PERSONNEL - SALARIES</b>	<b>61,104</b>	<b>110,000</b>	<b>110,000</b>	<b>110,000</b>	<b>110,000</b>	<b>0</b>
<b><u>PERSONNEL - BENEFITS</u></b>						
522000 SOCIAL SECURITY	2,835	8,415	8,415	8,415	8,415	0
523000 RETIREMENT	0	12,287	12,518	12,518	12,518	231
<b>TOTAL PERSONNEL - BENEFITS</b>	<b>2,835</b>	<b>20,702</b>	<b>20,933</b>	<b>20,933</b>	<b>20,933</b>	<b>231</b>
<b><u>TECH/PROF SERVICES</u></b>						
533000 OTHER PROF SERVICES	240,842	119,100	119,100	119,100	119,100	0
533001 AUDIT	20,132	19,380	19,665	19,665	19,665	285
<b>TOTAL TECH/PROF SERVICES</b>	<b>260,975</b>	<b>138,480</b>	<b>138,765</b>	<b>138,765</b>	<b>138,765</b>	<b>285</b>
<b><u>ADMINISTRATIVE COSTS</u></b>						
552003 GENERAL LIABILITY	624	10,232	668	668	668	(9,564)
552005 INSURANCE CLAIM DEDUCTIBLE	0	1,500	1,500	1,500	1,500	0
555000 PRINTING AND BINDING	53	1,650	1,650	1,650	1,650	0
556000 TUITION	20,504	12,000	12,000	12,000	12,000	0
<b>TOTAL ADMINISTRATIVE COSTS</b>	<b>21,180</b>	<b>25,382</b>	<b>15,818</b>	<b>15,818</b>	<b>15,818</b>	<b>(9,564)</b>
<b><u>OTHER GOODS/SERVICES</u></b>						
581000 DUES AND FEES	42,391	44,170	44,786	44,786	44,786	616
584000 CONTINGENCY	0	139,624	130,000	130,000	255,000	115,376
589000 MISCELLANEOUS EXPENDITURES	54,739	0	0	0	0	0
589023 COAST SUBSIDY	108,720	118,799	123,000	123,000	118,799	0
589024 E-911 IMPLEMENTATION	0	1,500	1,500	1,500	1,500	0
589025 HEALTH/SOCIAL SERVICES	122,500	48,826	48,826	48,826	123,826	75,000
589026 EAST ROCHESTER LIBRARY	5,000	5,000	5,000	5,000	5,000	0
589045 EOC	0	2,500	2,500	2,500	2,500	0
<b>TOTAL OTHER GOODS/SERVICES</b>	<b>333,350</b>	<b>360,419</b>	<b>355,612</b>	<b>355,612</b>	<b>551,411</b>	<b>190,992</b>
<b><u>OTHER TRANSACTIONS</u></b>						
593004 TRANSFER TO CONSERVATION COM	57,400	10,000	10,000	10,000	10,000	0
593009 TRANSFER TO OTHER FUNDS	100,000	0	100,000	100,000	100,000	100,000
<b>TOTAL OTHER TRANSACTIONS</b>	<b>157,400</b>	<b>10,000</b>	<b>110,000</b>	<b>110,000</b>	<b>110,000</b>	<b>100,000</b>
<b>TOTAL GENERAL OVERHEAD</b>	<b>836,844</b>	<b>664,983</b>	<b>751,128</b>	<b>751,128</b>	<b>946,927</b>	<b>281,944</b>



**FY18 EMPLOYEE POSITIONS AND SALARY BY DEPARTMENT-PUBLIC BUILDINGS & GROUNDS**

\* Salary and Benefits Allocated Between Departments

Name	Title	Salary	Longevity	Education Incentive	Holiday Pay	Early Report	Stipend	Total	Salary Allocation	BiWkly Hours	FTE
<b>Public Buildings &amp; Grounds</b>											
Storer	Director of City Service*	12,003	0	0	0	0	0	12,003	11%	NA	0.11
Miller	Secretary II *	2,779	33	0	0	0	0	2,812	6%	80	0.06
Blanchette	Secretary II *	15,935	100	0	0	0	0	16,035	50%	70	0.50
Riley	Municipal Services Supervisor*	47,143	0	0	0	0	0	47,143	60%	NA	0.60
Plante	Maintenance Tech *	24,698	0	0	0	0	0	24,698	60%	80	0.60
Dashnaw	Maintenance Tech *	26,071	0	0	0	0	0	26,071	60%	80	0.60
Hall	Custodian	42,204	0	0	0	0	0	42,204	100%	80	1.00
Straffin	Custodian	42,204	0	0	0	0	0	42,204	100%	80	1.00
Wheeler	Custodian	38,938	0	0	0	0	0	38,938	100%	80	1.00
Tufts	Lead Grounds Laborer *	33,996	0	0	0	0	0	33,996	80%	80	0.80
<b>Subtotal Full Time</b>		<b>286,126</b>	<b>133</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>286,259</b>			<b>6.27</b>
Wiggin	Custodian	24,694	0	0	0	0	0	24,694	100%	56	0.70
Tibbetts	Custodian	16,058	0	0	0	0	0	16,058	100%	40	0.50
Lenox	Laborer	14,872	0	0	0	0	0	14,872	100%	40	0.50
VACANT	Laborer	14,872	0	0	0	0	0	14,872	100%	40	0.50
VACANT	Custodian	15,600	0	0	0	0	0	15,600	100%	40	0.50
<b>Subtotal Part Time</b>		<b>86,096</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>86,096</b>			
<b>Total Public Buildings &amp; Grounds</b>		<b>\$372,222</b>	<b>\$133</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>372,355</b>			<b>15.24</b>

EMPLOYEE POSITIONS BY DEPARTMENT

CITY OF ROCHESTER

FY 18 PROPOSED BUDGET

**OVERVIEW**

The Buildings and Grounds Division of the Public Works Department is in charge of the maintenance of City buildings and parks. Expenditures by the Buildings and Grounds Division are paid from the general fund.

The Division maintains: 11 buildings totaling over 380,000 square feet; 5 City Parks; 3 Pool Sites with 4 actual pools; and 50 landscaping sites with 25 acres cumulative for mowing.

Other functions that support the Buildings and Grounds Division include administration and vehicle maintenance. Administration is responsible for receiving, distributing and monitoring service requests, accounts receivable, accounts payable, payroll and utility billing.

The Buildings and Grounds Division supports winter maintenance operations and customer service.

**EXPENDITURES**

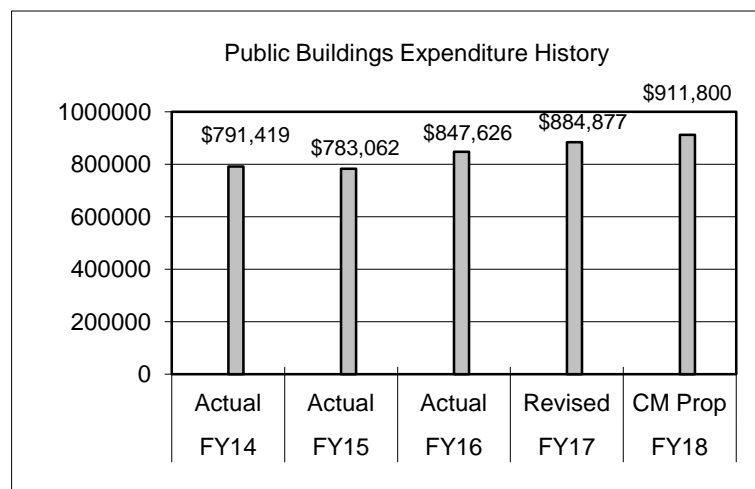
Fiscal Year 2017-2018 will see expenditures maintained near Fiscal Year 2016-2017 levels. The coming Fiscal Year will see full-time occupancy of the newly renovated Annex, so the Operations & Maintenance Budgets have been adjusted accordingly.

**PERFORMANCE OBJECTIVES**

The Buildings and Grounds Division will continue to endeavor to provide the best customer service given the extremely tight resources.

A new Supervisor, Mike Riley, was hired in September 2015 to oversee the Division. The Division's focus under new leadership will be improved maintenance and day-to-day cleanliness of all City buildings.

The Department will focus on catching up on deferred maintenance items regarding our public buildings and will also continue to support the adopt-a-spot program and provide support to the Main Street & Chamber of Commerce programs. The downtown weed control program will be expanded and the smaller sidewalk street sweeper will be dispatched weekly to help with upkeep.



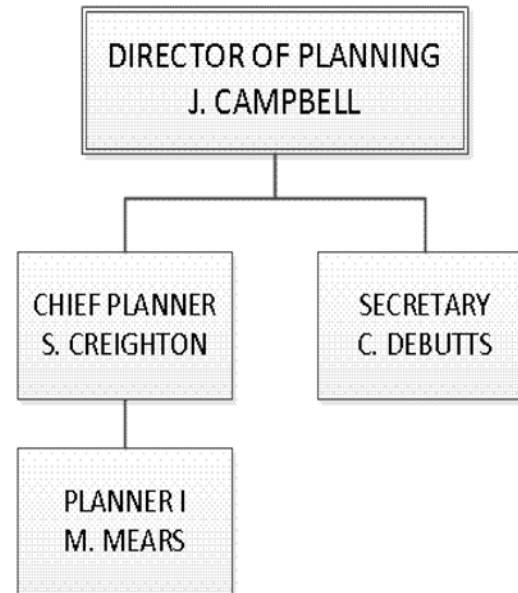
**PUBLIC BUILDINGS  
EXPENDITURES BY ACCOUNT**

	<b>FY 16 ACTUAL</b>	<b>FY 17 REVISED</b>	<b>FY 18 DRAFT</b>	<b>FY 18 DEPT REQ</b>	<b>FY 18 CM PROP</b>	<b>\$ CHANGE</b>
<b><u>PERSONNEL - SALARIES</u></b>						
511001 SALARIES - FULL TIME	260,251	280,899	308,291	308,291	286,126	5,227
511002 SALARIES - PART TIME	80,699	80,743	86,096	86,096	86,096	5,353
511099 SALARIES - ADJUSTMENT	1,047	3,579	0	2,046	2,046	(1,533)
513001 OVERTIME - REGULAR	14,434	13,700	13,700	13,700	13,700	0
515001 ON CALL	6,961	6,744	6,744	6,744	6,744	0
516000 LONGEVITY	24	33	0	0	133	100
<b>TOTAL PERSONNEL - SALARIES</b>	<b>363,416</b>	<b>385,698</b>	<b>414,831</b>	<b>416,877</b>	<b>394,845</b>	<b>9,147</b>
<b><u>PERSONNEL - BENEFITS</u></b>						
521100 HEALTH	79,576	75,084	94,461	94,461	72,233	(2,851)
521200 DENTAL	1,483	1,472	1,589	1,589	1,474	2
521300 LIFE	471	226	554	554	344	118
522000 SOCIAL SECURITY	28,070	28,618	30,358	30,515	28,929	311
523000 RETIREMENT	32,572	33,283	36,642	36,875	34,353	1,070
526000 WORKERS' COMPENSATION	11,769	12,922	13,689	13,689	13,689	767
528001 IPT	2,840	1,945	3,359	3,359	3,120	1,175
<b>TOTAL PERSONNEL - BENEFITS</b>	<b>156,781</b>	<b>153,550</b>	<b>180,652</b>	<b>181,042</b>	<b>154,142</b>	<b>592</b>
<b><u>TECH/PROF SERVICES</u></b>						
532001 STAFF DEVELOPMENT	686	785	785	785	785	0
532200 CONTRACTED SERVICES	1,720	0	0	0	0	0
533006 LABORATORY SERVICES	0	400	400	400	400	0
534003 SOFTWARE MAINT/LIC	0	342	342	342	342	0
<b>TOTAL TECH/PROF SERVICES</b>	<b>2,406</b>	<b>1,527</b>	<b>1,527</b>	<b>1,527</b>	<b>1,527</b>	<b>0</b>
<b><u>PROPERTY SERVICES</u></b>						
541100 WATER & SEWERAGE	3,814	3,780	3,780	3,780	3,780	0
541901 HVAC SERVICE CONTRACT	77,923	81,571	87,448	87,448	87,448	5,877
542400 LAWN CARE/LANDSCAPING	3,129	8,500	9,000	9,000	9,000	500
543000 REPAIR AND MAINTENANCE	77,238	84,015	84,080	84,080	84,080	65
543001 VEHICLE MAINT & REPAIRS	0	700	700	700	700	0
543002 EQUIPMENT MAINTENANCE	0	1,148	1,373	1,373	1,373	225
544200 RENTAL EQUIPMENT	0	400	400	400	400	0
544500 LEASE COPIER/PRINTERS	697	730	730	730	730	0
549000 OTHER PURCHASED PROPERTY	1,660	1,760	2,060	2,060	2,060	300
<b>TOTAL PROPERTY SERVICES</b>	<b>164,460</b>	<b>182,604</b>	<b>189,571</b>	<b>189,571</b>	<b>189,571</b>	<b>6,967</b>

**PUBLIC BUILDINGS  
EXPENDITURES BY ACCOUNT**

	<b>FY 16 ACTUAL</b>	<b>FY 17 REVISED</b>	<b>FY 18 DRAFT</b>	<b>FY 18 DEPT REQ</b>	<b>FY 18 CM PROP</b>	<b>\$ CHANGE</b>
<b><u>ADMINISTRATIVE COSTS</u></b>						
552001 FLEET INSURANCE	1,281	1,242	2,545	2,545	2,545	1,303
552002 PROPERTY INSURANCE	6,388	6,348	7,171	7,171	7,171	823
552003 GENERAL LIABILITY	2,039	2,262	2,178	2,178	2,178	(84)
553000 COMMUNICATIONS	7,140	8,212	8,262	8,262	8,262	50
553400 POSTAGE FEES	50	105	55	55	55	(50)
554000 ADVERTISING	530	230	230	230	230	0
555000 PRINTING AND BINDING	239	239	239	239	239	0
558000 TRAVEL	0	200	200	200	200	0
<b>TOTAL ADMINISTRATIVE COSTS</b>	<b>17,667</b>	<b>18,838</b>	<b>20,880</b>	<b>20,880</b>	<b>20,880</b>	<b>2,042</b>
<b><u>MATERIALS &amp; SUPPLIES</u></b>						
561001 JANITORIAL SUPPLIES	8,805	9,575	9,800	9,800	9,800	225
561002 BUILDING MAINTENANCE SUPPLIE	25,692	20,195	21,495	21,495	21,495	1,300
561003 OFFICE SUPPLIES	408	464	464	464	464	0
561005 PUBLICATIONS	30	30	30	30	30	0
561008 VEHICLE SUPPLIES	4,726	5,250	5,250	5,250	5,250	0
561010 CLOTHING	4,581	4,771	4,771	4,771	4,771	0
561015 SAFETY EQUIPMENT & TOOLS	933	1,698	1,698	1,698	1,698	0
561031 CHEMICALS	7,836	6,975	6,975	6,975	6,975	0
561034 BUSINESS DIST MAINTENANCE	6,357	7,000	8,000	8,000	8,000	1,000
562200 ELECTRICITY	51,112	47,100	51,600	51,600	51,600	4,500
562400 HEATING FUEL	11,477	17,150	19,100	19,100	19,100	1,950
562600 VEHICLE FUEL	4,055	7,300	7,300	7,300	7,300	0
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>126,011</b>	<b>127,508</b>	<b>136,483</b>	<b>136,483</b>	<b>136,483</b>	<b>8,975</b>
<b><u>PROPERTY/FIXED ASSET</u></b>						
573401 ADMIN EQUIPMENT	1,184	1,702	3,502	3,502	3,502	1,800
573600 BLDG MECHANICAL SYSTEMS	0	3,600	0	0	0	(3,600)
573900 OTHER EQUIPMENT	15,154	9,150	10,150	10,150	10,150	1,000
<b>TOTAL PROPERTY/FIXED ASSET</b>	<b>16,338</b>	<b>14,452</b>	<b>13,652</b>	<b>13,652</b>	<b>13,652</b>	<b>(800)</b>
<b><u>OTHER GOODS/SERVICES</u></b>						
581000 DUES AND FEES	0	50	50	50	50	0
589001 STATE PERMITS & FEES	546	650	650	650	650	0
<b>TOTAL OTHER GOODS/SERVICES</b>	<b>546</b>	<b>700</b>	<b>700</b>	<b>700</b>	<b>700</b>	<b>0</b>
<b>TOTAL PUBLIC BUILDINGS</b>	<b>847,626</b>	<b>884,877</b>	<b>958,296</b>	<b>960,732</b>	<b>911,800</b>	<b>26,923</b>

# PLANNING



**FY18 EMPLOYEE POSITIONS AND SALARY BY DEPARTMENT-PLANNING DEPARTMENT**

\* Salary and Benefits Allocated Between Departments

Name	Title	Salary	Longevity	Education Incentive	Holiday Pay	Early Report	Stipend	Total	Salary Allocation	BiWkly Hours	FTE
<b>Planning &amp; Development</b>											
Campbell	Dir of Planning	84,412	325	0	0	0	0	84,737	100%	NA	1.00
Creighton	Chief Planner	66,419	200	0	0	0	0	66,619	100%	NA	1.00
Mears	Planner I	57,190	200	0	0	0	0	57,390	100%	NA	1.00
Galloway	Secretary II	38,600	400	0	0	0	0	39,000	100%	70	1.00
<b>Total Planning &amp; Development</b>		<b>\$246,621</b>	<b>\$1,125</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$247,746</b>			<b>4.00</b>

## OVERVIEW

The mission of the Planning and Development Department is to promote orderly growth in a manner sensitive to community values and to protect and enhance the environmental resources, economic vitality, and social capital of the City of Rochester. We do this by facilitating the process of establishing Rochester's long-term development goals and the implementation of those goals.

## OUR APPROACH

The Planning Board, Historic District Commission, Conservation Commission, Arts & Culture Commission, and staff review a number of applications for various projects each year. The staff and the different Boards and Commissions work hard with applicants to find an approach or design that serves the objectives of the applicant while also supporting the public interest and meeting legitimate concerns of abutters as well as other citizens of Rochester. Most applicants are willing and able to work with city staff, abutters, and concerned citizens in order to get the best project for everyone.

We continue to look for ways to improve the process in order to keep it as simple as possible, efficient as possible, and as pleasant as possible. We strive to be both proactive and reactive in developing and administering the regulatory processes that apply to development to honor our obligation to protect the interests of the City, its residents, and the applicants.

## REVENUE ASSUMPTIONS

The economy continues to recover at a slow rate so our revenue projections are conservative. However, the City continues to benefit from a wide variety of commercial and residential developments during the past year and we are

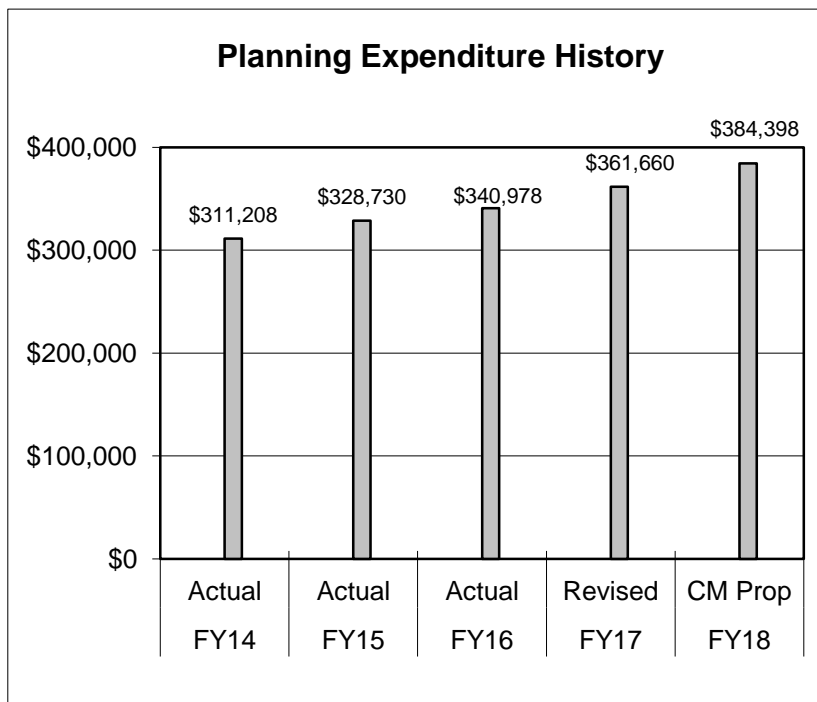
expecting this trend to continue into the coming fiscal year.

## EXPENDITURES

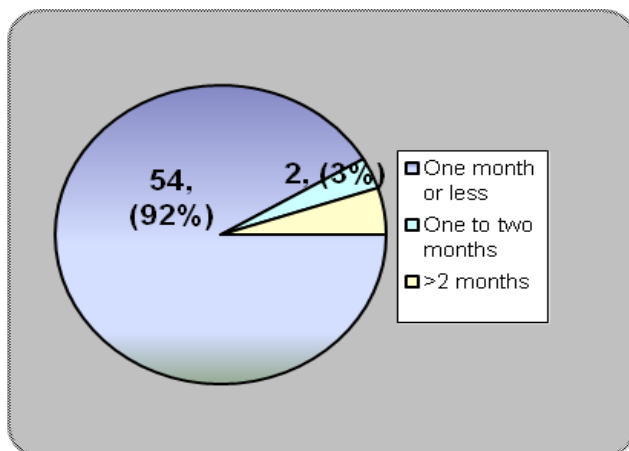
Our proposed operating budget expenditures for FY18 are consistent with FY17. Over the past several years we have held our budget to as minimal an increase as we could. Outside of personnel costs (salaries and benefits) there are only a few expenditure increases being requested for FY18. Our postage and advertising budgets have increased this year due to costs but also in the amount of business our office is handling. This will continue into the next fiscal year. We are also asking for an increase in professional services for a cash match for a grant we have received. Please see Figure 1 for a comparison of expenditures over the last few years.

## PERFORMANCE OBJECTIVES

Our goal is to continue processing applications as expeditiously as possible without sacrificing a thorough and complete review. For FY16 the Planning and Development Department took action on 4 minor site reviews, 15 special downtown reviews, and 4 home occupation permits. The minor site, special downtown, and home occupation applications were all processed within a one month period. Of the 59 applications before the Planning Board, 54 were completed in less than one month, 2 were completed in one to two months (or at the first available Planning Board meeting) and 3 took more than 2 months (See Figure 2).

**Figure 1 - Expenditures**

One month or less	54	92%
One to two months	2	3%
>2 months	3	5%

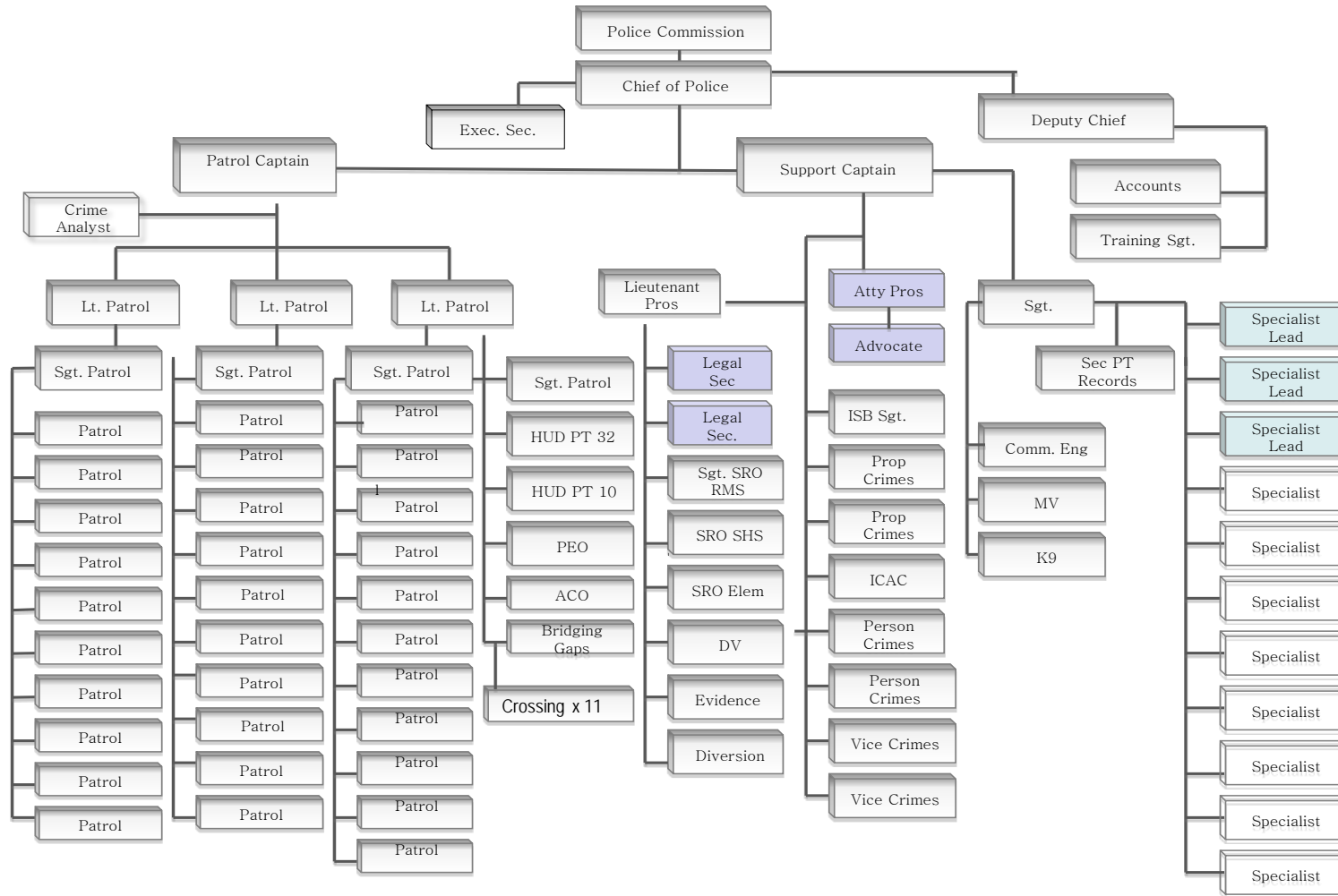
**Figure 2 - Planning Board Review**

**PLANNING  
EXPENDITURES BY ACCOUNT**

	<b>FY 16 ACTUAL</b>	<b>FY 17 REVISED</b>	<b>FY 18 DRAFT</b>	<b>FY 18 DEPT REQ</b>	<b>FY 18 CM PROP</b>	<b>\$ CHANGE</b>
<b><u>PERSONNEL - SALARIES</u></b>						
511001 SALARIES - FULL TIME	222,271	231,605	244,043	244,043	246,621	15,016
513001 OVERTIME - REGULAR	1,646	2,064	2,064	2,064	2,064	0
516000 LONGEVITY	525	1,000	1,125	1,125	1,125	125
<b>TOTAL PERSONNEL - SALARIES</b>	<b>224,441</b>	<b>234,669</b>	<b>247,232</b>	<b>247,232</b>	<b>249,810</b>	<b>15,141</b>
<b><u>PERSONNEL - BENEFITS</u></b>						
521100 HEALTH	49,434	50,428	59,788	59,788	50,728	300
521200 DENTAL	943	943	943	943	943	0
521300 LIFE	383	186	443	443	443	257
522000 SOCIAL SECURITY	16,580	16,772	17,620	17,620	17,817	1,045
523000 RETIREMENT	26,094	26,214	28,136	28,136	28,429	2,215
526000 WORKERS' COMPENSATION	600	659	699	699	699	40
528001 IPT	2,290	1,584	2,642	2,642	2,642	1,058
<b>TOTAL PERSONNEL - BENEFITS</b>	<b>96,323</b>	<b>96,786</b>	<b>110,271</b>	<b>110,271</b>	<b>101,701</b>	<b>4,915</b>
<b><u>TECH/PROF SERVICES</u></b>						
532001 STAFF DEVELOPMENT	2,634	5,215	5,215	5,165	5,165	(50)
533000 OTHER PROF SERVICES	200	1,500	2,500	2,500	2,000	500
534008 CONSERVATION COMMISSION	733	500	500	500	500	0
<b>TOTAL TECH/PROF SERVICES</b>	<b>3,567</b>	<b>7,215</b>	<b>8,215</b>	<b>8,165</b>	<b>7,665</b>	<b>450</b>
<b><u>PROPERTY SERVICES</u></b>						
543002 EQUIPMENT MAINTENANCE	0	500	500	500	500	0
544500 LEASE COPIER/PRINTERS	2,667	5,000	5,000	5,000	5,000	0
<b>TOTAL PROPERTY SERVICES</b>	<b>2,667</b>	<b>5,500</b>	<b>5,500</b>	<b>5,500</b>	<b>5,500</b>	<b>0</b>
<b><u>ADMINISTRATIVE COSTS</u></b>						
552003 GENERAL LIABILITY	1,285	1,537	1,372	1,372	1,372	(165)
553000 COMMUNICATIONS	3,425	2,736	2,736	2,736	2,736	0
553400 POSTAGE FEES	3,234	3,000	3,600	3,600	3,600	600
554000 ADVERTISING	2,248	2,200	2,850	2,850	2,850	650
555000 PRINTING AND BINDING	0	0	500	500	500	500
558000 TRAVEL	1,024	3,510	3,509	3,940	3,940	430
<b>TOTAL ADMINISTRATIVE COSTS</b>	<b>11,216</b>	<b>12,983</b>	<b>14,567</b>	<b>14,998</b>	<b>14,998</b>	<b>2,015</b>
<b><u>MATERIALS &amp; SUPPLIES</u></b>						
561003 OFFICE SUPPLIES	1,448	2,000	2,000	2,000	2,000	0
561005 PUBLICATIONS	237	320	450	450	450	130

PLANNING EXPENDITURES BY ACCOUNT						
	FY 16 ACTUAL	FY 17 REVISED	FY 18 DRAFT	FY 18 DEPT REQ	FY 18 CM PROP	\$ CHANGE
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>1,684</b>	<b>2,320</b>	<b>2,450</b>	<b>2,450</b>	<b>2,450</b>	<b>130</b>
<b><u>OTHER GOODS/SERVICES</u></b>						
581000 DUES AND FEES	1,080	2,187	2,274	2,274	2,274	87
<b>TOTAL OTHER GOODS/SERVICES</b>	<b>1,080</b>	<b>2,187</b>	<b>2,274</b>	<b>2,274</b>	<b>2,274</b>	<b>87</b>
<b>TOTAL PLANNING</b>	<b>340,978</b>	<b>361,660</b>	<b>390,509</b>	<b>390,890</b>	<b>384,398</b>	<b>22,738</b>

# **ROCHESTER POLICE DEPARTMENT ORGANIZATIONAL CHART**



- purple shaded paid from legal budget

**FY18 EMPLOYEE POSITIONS AND SALARY BY DEPARTMENT-POLICE DEPARTMENT**

\* Salary and Benefits Allocated Between Departments

Name	Title	Salary	Longevity	Education Incentive	Holiday Pay	Early Report	Stipend	Total	Salary Allocation	BiWkly Hours	FTE
<b>Police Department - Administration (12010053)</b>											
Toussaint	Chief	106,500	600	1,500	0	0	0	108,600	100%	NA	1.00
Boudreau	Deputy Chief	94,500	600	1,500	0	0	0	96,600	100%	NA	1.00
Pinkham	Captain	83,300	400	1,500	0	0	0	85,200	100%	NA	1.00
Thomas	Captain	83,301	600	1,500	0	0	0	85,401	100%	NA	1.00
Aucoin	Lieutenant	74,000	400	1,500	0	0	0	75,900	100%	NA	1.00
Bossi	Lieutenant	77,512	550	1,500	0	0	0	79,562	100%	NA	1.00
Swanberry	Lieutenant	74,000	400	0	0	0	0	74,400	100%	80	1.00
<b>Subtotal Full Time</b>		<b>593,113</b>	<b>3,550</b>	<b>9,000</b>	<b>-</b>	<b>-</b>	<b>0</b>	<b>605,663</b>			<b>6.00</b>
Gould	PT Lieutenant Prosecutor	52,604	0	0	0	0	0	52,604	0%	0	-
Cost	PT Sgt Training Officer	44,679	0	0	0	0	0	44,679	100%	60	0.75
<b>Subtotal Part Time</b>		<b>97,283</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>52,604</b>			<b>-</b>
<b>Total Administration</b>		<b>\$690,396</b>	<b>\$3,550</b>	<b>\$9,000</b>	<b>\$0</b>	<b>\$0</b>	<b>0</b>	<b>\$658,267</b>			<b>6.00</b>
<b>Police Department - Patrol (12012453)</b>											
Alexander	Patrol	47,663	0	0	1,977	1,490	0	51,130	100%	80	1.00
Ball	Patrol	66,144	0	1,000	2,743	2,067	0	71,954	100%	80	1.00
Benjamin	Patrol	48,774	0	0	2,023	1,525	0	52,322	100%	80	1.00
Bentz	Patrol	65,572	0	1,500	2,720	2,050	0	71,842	100%	80	1.00
Bourque, J	Patrol	48,585	0	0	2,015	1,519	0	52,119	100%	80	1.00
Bourque, S	Patrol	62,561	0	0	2,594	1,956	0	67,111	100%	80	1.00
Brave	Patrol	47,663	0	0	1,977	1,490	0	51,130	100%	80	1.00
Cilley	Patrol	49,284	0	0	2,044	1,541	0	52,869	100%	80	1.00
Danie	Patrol	46,931	0	0	1,946	1,467	0	50,344	100%	80	1.00
Flathers	Patrol	61,217	0	2,000	2,538	1,914	0	67,669	100%	80	1.00
Forrest	Patrol	49,834	0	0	2,067	1,558	0	54,459	100%	80	1.00
Frechette	Patrol	66,144	0	0	2,743	2,067	0	70,954	100%	80	1.00
Gagnon	Patrol	47,663	0	0	1,977	1,490	0	52,730	100%	80	1.00
Gantert	Patrol	59,900	0	0	2,484	1,872	0	64,256	100%	80	1.00
Garneau	Patrol	59,818	0	1,500	2,480	1,870	0	65,668	100%	80	1.00
Garstin	Patrol	59,483	0	0	2,467	1,859	0	63,809	100%	80	1.00
Hatch	Patrol	48,584	0	0	2,015	1,519	0	52,118	100%	80	1.00
Jackson	Patrol	65,572	0	1,500	2,720	2,050	0	71,842	100%	80	1.00
Kimbrough	Patrol	60,953	0	1,000	2,527	1,905	0	66,385	100%	80	1.00
Lambert	Patrol	63,432	0	1,500	2,630	1,983	0	69,545	100%	80	1.00
Livingstone	Patrol	65,191	0	1,500	2,704	2,038	0	71,433	100%	80	1.00
MacKenzie	Patrol	66,526	0	0	2,759	2,079	0	71,364	100%	80	1.00
Mangum	Patrol	63,696	0	1,000	2,641	1,991	0	69,328	100%	80	1.00
Mann	Patrol	49,480	0	0	2,052	1,547	0	53,079	100%	80	1.00
Marvin	Patrol	49,296	0	0	2,044	1,541	0	52,881	100%	80	1.00
Miele	Patrol	57,948	0	0	2,403	1,811	0	64,562	100%	80	1.00
Moore	Patrol	49,499	0	0	2,053	1,547	0	53,099	100%	80	1.00
Mundy	Patrol	67,288	0	1,000	2,790	2,103	0	73,181	100%	80	1.00
Murphy, D	Patrol	52,833	0	1,000	2,191	1,652	0	57,676	100%	80	1.00
Murphy, Ja	Patrol	64,724	0	1,500	2,684	2,023	0	72,531	100%	80	1.00
Murphy, Je	Patrol	60,793	0	1,500	2,521	1,900	0	66,714	100%	80	1.00
Pendlebury	Patrol	48,891	0	0	2,028	1,528	0	52,447	100%	80	1.00
Porfido	Patrol	49,970	0	1,000	2,073	1,562	0	54,605	100%	80	1.00
Powers	Patrol	49,759	0	0	2,064	1,555	0	53,378	100%	80	1.00
Rousseau	Patrol	61,885	0	0	2,567	1,934	0	66,386	100%	80	1.00
Seckendorf	Patrol	52,032	0	0	2,158	1,626	0	55,816	100%	80	1.00
Turner	Patrol	50,992	0	1,500	2,115	1,594	0	56,201	100%	80	1.00

EMPLOYEE POSITIONS BY DEPARTMENT

**FY18 EMPLOYEE POSITIONS AND SALARY BY DEPARTMENT-POLICE DEPARTMENT**

\* Salary and Benefits Allocated Between Departments

Name	Title	Salary	Longevity	Education Incentive	Holiday Pay	Early Report	Stipend	Total	Salary Allocation	BiWkly Hours	FTE
Williams-Hurley	Patrol	49,282	0	0	2,044	1,541	0	52,867	100%	80	1.00
Worthley	Patrol	48,773	0	0	2,023	1,525	0	52,321	100%	80	1.00
VACANT 1	Patrol	47,000	0	0	1,949	1,469	0	50,418	100%	80	1.00
VACANT 2	Patrol	47,000	0	0	1,949	1,469	0	50,418	100%	80	1.00
VACANT 3	Patrol	47,000	0	0	1,949	1,469	0	50,418	100%	80	1.00
VACANT 4	Patrol	47,000	0	0	1,949	1,469	0	50,418	100%	80	1.00
VACANT 5-DOJ	Patrol	24,647	0	0	1,022	771		26,440	52%	42	0.52
Babine	Sgt.	74,556	0	1,000	3,092	2,330	0	80,978	100%	80	1.00
Balint	Sgt.	68,550	0	1,000	2,812	2,119	0	74,481	100%	80	1.00
Brinkman	Sgt.	69,002	0	1,000	2,862	2,157	0	75,021	100%	80	1.00
Emerson	Sgt.	72,509	0	1,000	3,007	2,266	0	78,782	100%	80	1.00
Loignon	Sgt.	63,453	0	1,000	2,631	1,983	0	69,067	100%	80	1.00
Smith	Sgt.	63,861	0	0	2,648	1,996	0	70,905	100%	80	1.00
Various	1/2 Time New Years, July 4th, Chris	-			5,000	0	0	5,000	100%		
<b>Subtotal Full Time</b>		<b>2,809,452</b>	<b>0</b>	<b>25,000</b>	<b>121,342</b>	<b>88,206</b>		<b>3,051,972</b>			<b>49.52</b>
								-			
Deluca	School Resource Officer	46,310	0	0	0	0		46,310	100%	60	0.75
<b>Subtotal Part Time</b>		<b>46,310</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>46,310</b>			<b>0.75</b>
<b>Total Patrol</b>		<b>\$2,855,762</b>	<b>\$0</b>	<b>\$25,000</b>	<b>\$121,342</b>	<b>\$88,206</b>	<b>\$0</b>	<b>\$3,098,282</b>			<b>50.27</b>
<b>Police Department - Support (12012553)</b>											
Paradis	Animal Control Officer	41,187	600	0	0	0	0	41,787	100%	70	1.00
Warburton	Executive Secretary	51,085	600	0	0	0	0	51,685	100%	80	1.00
Young	Account Clerk II	46,655	600	0	0	0	0	47,255	100%	80	1.00
<b>Subtotal Full Time</b>		<b>\$138,927</b>	<b>\$1,800</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$140,727</b>			<b>3.00</b>
Rodler	Juvenile Diversion Coordinator	48,444	165				0	48,609	100%	68	0.97
Desjardin	Parking Enforcement Officer	27,425	200	0	0	0	0	27,625	100%	60	0.86
Green	Secretary I	28,784	100				0	28,884	100%	68	0.97
Kerlee	PT Evidence Technician	38,239	100	0	0	0		38,339	100%	60	0.75
	Commissioners	3,600						3,600	100%		
	Crossing Guard (185 Days)	41,642						41,642			
<b>Subtotal Part Time</b>		<b>188,134</b>	<b>565</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0</b>	<b>188,699</b>			<b>3.55</b>
								-			
<b>Total Support</b>		<b>\$327,061</b>	<b>\$2,365</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$329,426</b>			<b>6.55</b>
<b>Subtotal-Full Time</b>		<b>3,541,492</b>	<b>5,350</b>	<b>34,000</b>	<b>121,342</b>	<b>88,206</b>	<b>0</b>	<b>3,801,790</b>			<b>58.52</b>
<b>Subtotal-Part Time</b>		<b>331,727</b>	<b>565</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>332,292</b>			<b>4.30</b>
<b>Total Police Department</b>		<b>\$3,873,219</b>	<b>\$5,915</b>	<b>\$34,000</b>	<b>\$121,342</b>	<b>\$88,206</b>	<b>\$0</b>	<b>\$4,134,082</b>			<b>62.82</b>
<b>Police - HUD Grant</b>											
Blair	Patrol PT (HUD Grant)	44,047	0	0	0	0	0	44,047	100%	64	0.80
Funk	Patrol PT (HUD Grant)	18,930						18,930	100%	56	0.70
<b>Total Police HUD Grant</b>		<b>\$62,977</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0</b>	<b>\$62,977</b>			<b>1.50</b>
<b>Police - DOJGrant</b>											
Vacant	Patrol	22,353	0	0	946	1,412	0	24,711	48%	38	0.48
<b>Total Police HUD Grant</b>		<b>\$22,353</b>	<b>\$0</b>	<b>\$0</b>	<b>\$946</b>	<b>\$1,412</b>	<b>0</b>	<b>\$24,711</b>			<b>0.48</b>

EMPLOYEE POSITIONS BY DEPARTMENT

**FY18 EMPLOYEE POSITIONS AND SALARY BY DEPARTMENT-DISPATCH CENTER**

\* Salary and Benefits Allocated Between Departments

Name	Title	Salary	Longevity	Education Incentive	Holiday Pay	Early Report	Stipend	Total	Salary Allocation	BiWkly Hours	FTE
<b>Dispatch Center</b>											
Neal	Lead Dispatcher	43,348	400	0	1,834	0		45,582	100%	80	1.00
Bowley	Lead Dispatcher	43,285	400	0	1,831	0		45,516	100%	80	1.00
Behr	Dispatcher	36,733	0	0	1,554	0		38,287	100%	80	1.00
Colwell	Dispatcher	36,775	0	0	1,556	0		38,331	100%	80	1.00
Holman	Dispatcher	36,983	0	0	1,565	0		38,548	100%	80	1.00
Knox	Dispatcher	36,941	0	0	1,563	0		38,504	100%	80	1.00
Lavoie	Dispatcher	36,608	0	0	1,549	0		38,157	100%	80	1.00
McVay	Dispatcher	38,023	200	0	1,609	0		39,832	100%	80	1.00
Moule	Dispatcher	36,858	200	0	1,559	0		38,617	100%	80	1.00
Pearce	Dispatcher	36,733	325	0	1,554	0		38,612	100%	80	1.00
Bailey, S	Dispatcher	36,400	200	0	1,540	0		38,140	100%	80	1.00
<b>Subtotal Full Time</b>		<b>418,687</b>	<b>1,725</b>		<b>17,771</b>			<b>438,183</b>			
								-			
<b>Subtotal Part Time</b>	Additional Per Diem Hours	<b>2,000</b>						<b>2,000</b>			
<b>Total Dispatch Center</b>		<b>\$420,687</b>	<b>\$1,725</b>	<b>\$0</b>	<b>\$17,771</b>	<b>\$0</b>	<b>-</b>	<b>440,183</b>			<b>11.00</b>

EMPLOYEE POSITIONS BY DEPARTMENT

CITY OF ROCHESTER

FY 18 PROPOSED BUDGET

**MISSION**

"The prime mission of the Rochester Police Department is the protection of life and property. This is accomplished through fair and equal enforcement, always keeping in mind the rights and dignity of the public. The basis of all Police Action is the law and credibility of the Agency. The measure of our service will be judged by the Public in the way we deliver our service. We will hold all personnel to a high level of ethical practices. This mission can be achieved through crime prevention, public relations and community policing."

**VISION STATEMENT**

Reduce crime and improve the quality of life, through continuous community engagement.

**VALUE STATEMENT**

Dedication - To serving the public to the best of our abilities

Pride - In ourselves, department, and community

Integrity - Always doing the right thing, even when no one is looking

**OVERVIEW**

Our major service responsibilities are:

- To protect life and property through an effective partnership with the public and to address the needs and concerns of citizen customers.

- The Operation of a uniformed patrol force responsible for routine investigations and the general maintenance of law and order.
- The Operation of an Investigations Bureau divided into specialty sections investigating crimes and disorder
- The prevention and control of juvenile delinquency through a juvenile officer, court diversion, and school resource officers and coordination of community agencies interested in crime prevention.
- The Operation of a centralized communications center within the PD

Our philosophy of community policing is accomplished through the Rochester United Neighborhoods or RUN program. This is ward-based policing to enhance participation and to build partnerships that strengthen relationships within the community.

Comp stat is used by officers and the crime analyst to direct our resources to hot spots, quality of life issues, and preventive patrols and compares ranges for criminal activity in geographical areas.

The Police Department is committed to offering the best service to the residents and visitors to the City, which can be accomplished through our community policing philosophy, advanced technology and partnerships with our citizens.

**GOAL #1:** Continue development of positive relationships and improve public trust and confidence within the community through increased police presence and public education.

1. Maintain Presence in the Downtown
  - Increased bicycle and foot patrols
  - Traffic/crosswalk enforcement
  - Quality of life issues (bicycles, skateboards, loitering, etc)
  - Bar checks/collaboration with Liquor Enforcement
  - Engagement with the Main Street board
2. Participation in Outreach Programs
  - School reading/lunch programs
  - DARE
  - SRO classes in schools
  - Senior safety
  - Bridging the Gaps/Youth to Youth
  - C.R.A.S.E
  - Enhance outreach initiatives targeting substance abuse
3. Educate Public on Mission & Vision of Department
  - Citizen's Police Academy
  - Continue to build the RUN program
  - Collaborate and join with existing meetings (PTA, Veterans groups, church groups, etc.) to get our message out
  - Social media
  - Radio and video PSAs
  - Improve/redesign website

**GOAL #2:** Decrease Property Crime and Foster a Safe Community

1. Disrupt Illegal Drug Activity
  - Traffic enforcement
  - Bicycle/Foot beats
  - Field Interviews
  - Partnership and collaboration with Strafford County Drug Task Force
2. Property Crime Reduction
  - Increased reliance on Crime Analysis to include predictive analysis
  - Target hardening education for residents/businesses
  - Information sharing with the business community through retail website
  - Increased pawn shop information sharing/compliance checks
3. Traffic Safety
  - Targeted enforcement based upon current and historical crash statistics
  - Coordinated distracted driving enforcement
  - Dedicated DWI patrols
  - Educational PSAs

**GOAL #3:** Professional Development

1. Succession Planning
  - Job shadowing
  - Develop transition programs for each level of supervision

- Provide necessary training for all levels of supervision
  - Provide leadership training for employees who have been identified as potential future leaders
2. Increase the capabilities of the Evidence Collection Team
- Explore grant opportunities for comprehensive full-team out of state training
  - Actively seek in state training opportunities
  - Explore hosted trainings to defray costs
  - Develop a schedule for regular in house team training sessions
3. Career Development/Retention of Employees
- Utilize information gained in annual retention plans to schedule training for employees
  - Develop a standardized training plan for new officers
  - Monthly coaching / mentoring meetings with direct reports

### GOALS AND OBJECTIVES LONG-TERM

The City of Rochester is experiencing both residential and commercial growth. This growth brings increased service demands. With this in mind long term considerations are as follows

- Increase in staff positions to include, communications, sworn, and non-sworn personnel

- Increase in fleet
- Finish 3<sup>rd</sup> floor for expansion purposes
- Parking lot expansion for police vehicles
- Maintain demographically represented police force
- Keep technologically current
- Consider regional partnerships

### GOALS UPDATE

The development of positive relationships to improve public trust and confidence is rooted in our community policing philosophy. This is accomplished by engaging the community through the many different programs implemented by the department. Outreach programs include

- Rochester United Neighborhoods
- Community Engagement Officer
- Crisis Intervention
- Citizens Police Academy
- Housing Officers
- School Resource Officers
- Explorers
- Project Good Morning
- Teen Night
- National Night Out
- Social Media
- Bridging the Gaps
- Diversion

Proactive community engagement and enforcement in targeted areas of the City that include:

- Bicycle and foot patrols
- Low profile patrols

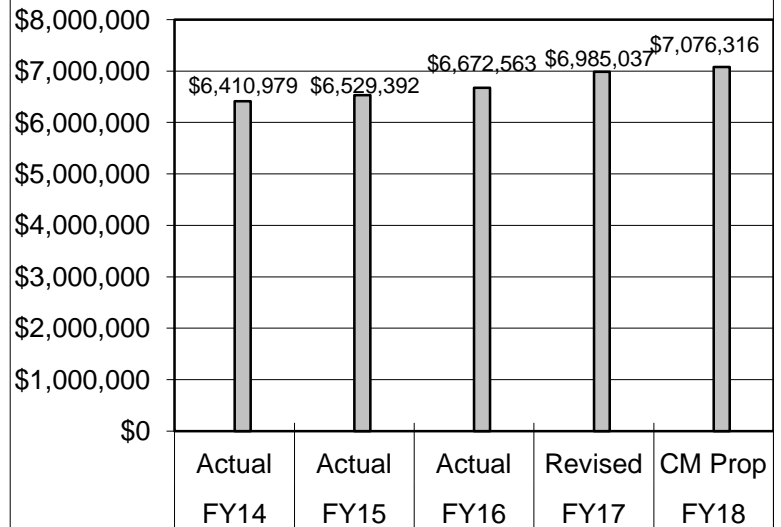
- Traffic stops
- Using resources of the Strafford County drug task force

In addition to proactive enforcement initiatives, prevention and education initiatives are an ongoing focus that includes:

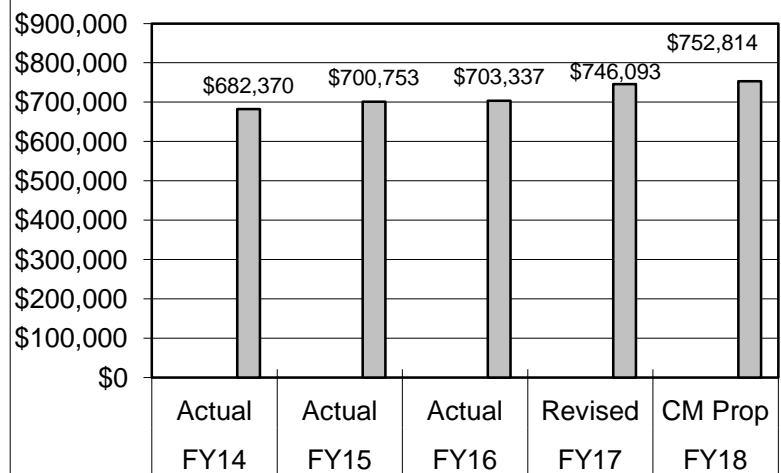
- Bridging the Gaps
- Recovery Days
- Drug Take Back days
- National Night Out
- L.E.A.D. Program
- Narcan program partnership with Frisbie Hospital
- Community Access to Recovery
- Rochester Recovery Center

In the year ahead the Department will continue to support the Rochester Recovery Center and in partnership with Frisbie Hospital continue to support the Community Access to Recovery initiative. The Police Department will connect people with resources and trained personnel to aid them in recovery services.

**Police Expenditure History**



**Dispatch Expenditure History**



**POLICE  
EXPENDITURES BY ACCOUNT**

	<b>FY 16 ACTUAL</b>	<b>FY 17 REVISED</b>	<b>FY 18 DRAFT</b>	<b>FY 18 DEPT REQ</b>	<b>FY 18 CM PROP</b>	<b>\$ CHANGE</b>
<b><u>PERSONNEL - SALARIES</u></b>						
511001 SALARIES - FULL TIME	3,408,492	3,574,812	3,552,142	3,552,142	3,552,892	(21,920)
511002 SALARIES - PART TIME	304,188	320,944	331,727	331,727	331,727	10,783
511003 SALARIES - EARLY REPORTING	61,659	85,613	88,206	88,206	88,206	2,593
511004 SALARIES - HOLIDAY PAY	124,838	120,915	121,342	121,342	121,342	427
511005 SALARIES - OUTSIDE DUTIES	170,022	190,000	190,000	190,000	190,000	0
511099 SALARIES - ADJUSTMENT	24,624	23,836	0	18,882	18,882	(4,954)
513001 OVERTIME - REGULAR	124,641	91,546	88,546	91,546	91,546	0
513002 OVERTIME - TRAINING	15,478	28,940	28,940	28,940	28,940	0
514000 EDUCATION INCENTIVE	40,306	37,000	32,500	32,500	34,000	(3,000)
516000 LONGEVITY	6,060	6,015	6,265	6,265	5,915	(100)
<b>TOTAL PERSONNEL - SALARIES</b>	<b>4,280,309</b>	<b>4,479,621</b>	<b>4,439,668</b>	<b>4,461,550</b>	<b>4,463,450</b>	<b>(16,171)</b>
<b><u>PERSONNEL - BENEFITS</u></b>						
521100 HEALTH	683,984	691,319	800,287	800,287	673,730	(17,589)
521200 DENTAL	12,111	12,386	12,711	12,711	12,711	325
521300 LIFE	1,744	1,100	1,580	1,580	1,580	480
522000 SOCIAL SECURITY	88,310	89,831	89,446	81,148	81,176	(8,655)
523000 RETIREMENT	1,022,620	1,060,357	1,162,617	1,167,895	1,168,455	108,098
525000 UNEMPLOYMENT	1,143	0	0	0	0	0
526000 WORKERS' COMPENSATION	52,931	58,118	61,565	61,565	61,565	3,447
528001 IPT	2,934	1,998	4,847	4,847	4,847	2,849
<b>TOTAL PERSONNEL - BENEFITS</b>	<b>1,865,777</b>	<b>1,915,109</b>	<b>2,133,053</b>	<b>2,130,033</b>	<b>2,004,064</b>	<b>88,955</b>
<b><u>TECH/PROF SERVICES</u></b>						
532001 STAFF DEVELOPMENT	12,207	13,200	12,800	12,800	12,800	(400)
532200 CONTRACTED SERVICES	66,625	70,957	71,291	71,291	71,291	334
533003 PHOTO DEVELOPMENT	0	300	300	300	300	0
533004 MEDICAL SERVICES	2,427	3,769	3,435	3,435	3,435	(334)
533005 ANIMAL DISPOSAL	679	1,000	1,000	1,000	1,000	0
533011 ANIMAL BOARDING	2,777	4,000	4,000	4,000	4,000	0
<b>TOTAL TECH/PROF SERVICES</b>	<b>84,715</b>	<b>93,226</b>	<b>92,826</b>	<b>92,826</b>	<b>92,826</b>	<b>(400)</b>
<b><u>PROPERTY SERVICES</u></b>						
541100 WATER & SEWERAGE	2,864	2,340	2,608	2,608	2,608	268
543001 VEHICLE MAINT & REPAIRS	43,317	37,000	32,000	32,000	32,000	(5,000)
543002 EQUIPMENT MAINTENANCE	39,465	44,059	49,831	47,136	47,136	3,077
543500 INSURANCE CLAIM REPAIRS	0	0	5,000	5,000	5,000	5,000

**POLICE  
EXPENDITURES BY ACCOUNT**

	<b>FY 16 ACTUAL</b>	<b>FY 17 REVISED</b>	<b>FY 18 DRAFT</b>	<b>FY 18 DEPT REQ</b>	<b>FY 18 CM PROP</b>	<b>\$ CHANGE</b>
544200 RENTAL EQUIPMENT	0	400	400	400	400	0
544500 LEASE COPIER/PRINTERS	9,636	13,709	13,709	13,709	13,709	0
<b>TOTAL PROPERTY SERVICES</b>	<b>95,281</b>	<b>97,508</b>	<b>103,548</b>	<b>100,853</b>	<b>100,853</b>	<b>3,345</b>
<b><u>ADMINISTRATIVE COSTS</u></b>						
552001 FLEET INSURANCE	8,163	6,982	9,628	9,628	9,628	2,646
552002 PROPERTY INSURANCE	3,702	3,796	4,179	4,179	4,179	383
552003 GENERAL LIABILITY	24,604	27,916	26,279	26,279	26,279	(1,637)
552004 OFFICER LIABILITY	36,962	46,179	43,213	43,213	43,213	(2,966)
553000 COMMUNICATIONS	34,280	37,608	38,858	38,858	38,858	1,250
553400 POSTAGE FEES	7,047	7,050	7,050	7,050	7,050	0
554000 ADVERTISING	0	500	500	500	500	0
555000 PRINTING AND BINDING	862	3,000	3,000	3,000	3,000	0
558000 TRAVEL	6,365	7,400	6,100	6,100	6,100	(1,300)
<b>TOTAL ADMINISTRATIVE COSTS</b>	<b>121,984</b>	<b>140,431</b>	<b>138,807</b>	<b>138,807</b>	<b>138,807</b>	<b>(1,624)</b>
<b><u>MATERIALS &amp; SUPPLIES</u></b>						
561003 OFFICE SUPPLIES	1,609	5,473	5,473	5,473	5,473	0
561005 PUBLICATIONS	1,127	2,250	2,250	2,250	2,250	0
561006 AMMUNITION	22,465	23,409	23,409	23,409	23,409	0
561008 VEHICLE SUPPLIES	9,780	10,330	11,030	11,030	11,030	700
561009 TRAINING MATERIAL AND SUPPLIE	275	350	350	350	350	0
561010 CLOTHING	20,084	31,500	31,500	31,500	31,500	0
561032 OTHER OPERATIONAL SUPPLIES CO	12,791	15,935	15,935	15,935	15,935	0
562200 ELECTRICITY	61,809	56,776	60,000	60,000	60,000	3,224
562400 HEATING FUEL	6,192	7,500	7,500	7,500	7,500	0
562600 VEHICLE FUEL	59,976	69,684	77,984	77,984	77,984	8,300
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>196,107</b>	<b>223,207</b>	<b>235,431</b>	<b>235,431</b>	<b>235,431</b>	<b>12,224</b>
<b><u>PROPERTY/FIXED ASSET</u></b>						
573401 ADMIN EQUIPMENT	1,457	1,500	1,500	1,500	1,500	0
573900 OTHER EQUIPMENT	10,001	16,250	21,350	12,350	21,350	5,100
<b>TOTAL PROPERTY/FIXED ASSET</b>	<b>11,459</b>	<b>17,750</b>	<b>22,850</b>	<b>13,850</b>	<b>22,850</b>	<b>5,100</b>
<b><u>OTHER GOODS/SERVICES</u></b>						
581000 DUES AND FEES	2,647	2,435	2,285	2,285	2,285	(150)
589007 CITY WIDE PROGRAMS	14,284	15,750	15,750	15,750	15,750	0
<b>TOTAL OTHER GOODS/SERVICES</b>	<b>16,931</b>	<b>18,185</b>	<b>18,035</b>	<b>18,035</b>	<b>18,035</b>	<b>(150)</b>

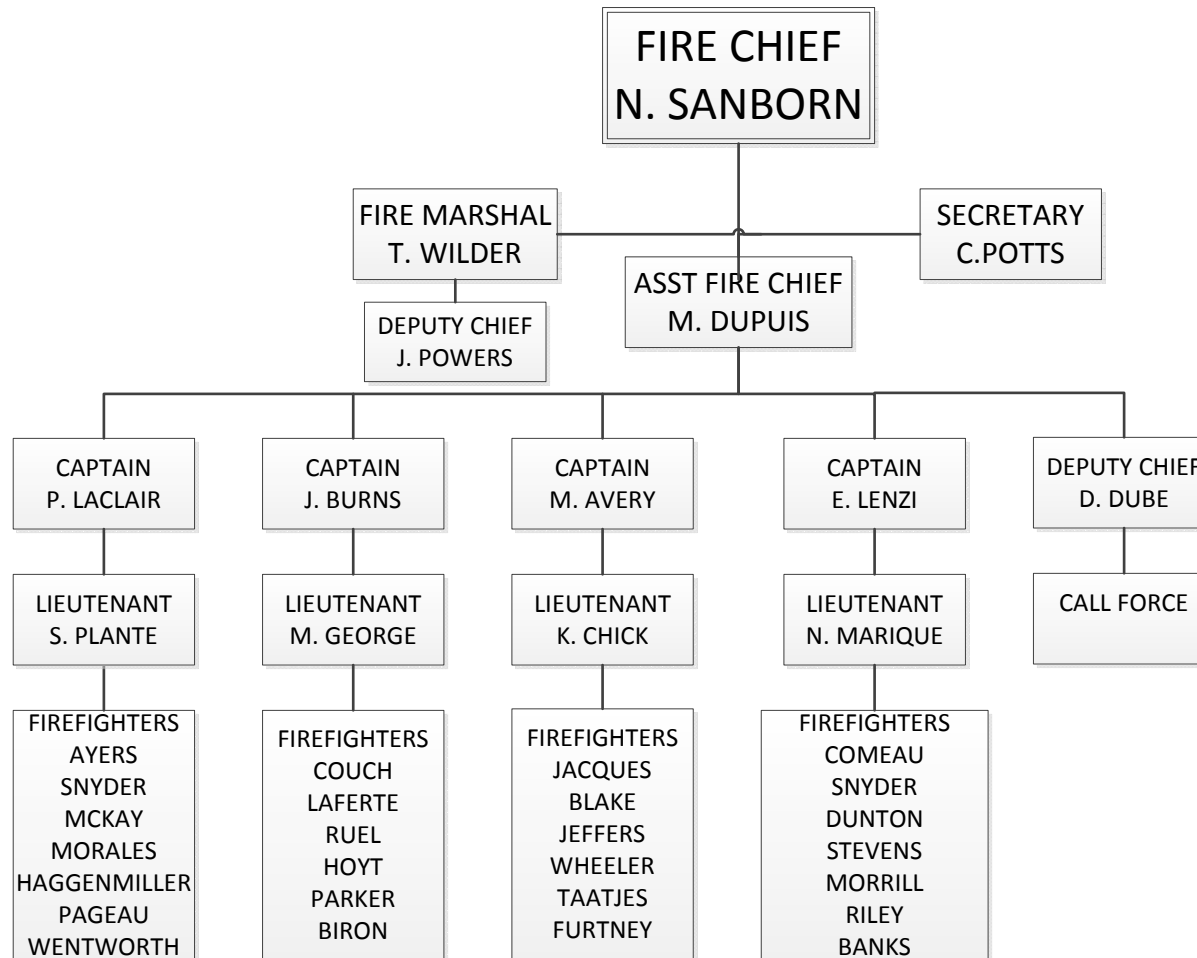
POLICE EXPENDITURES BY ACCOUNT						
	FY 16 ACTUAL	FY 17 REVISED	FY 18 DRAFT	FY 18 DEPT REQ	FY 18 CM PROP	\$ CHANGE
TOTAL POLICE	6,672,563	6,985,037	7,184,218	7,191,385	7,076,316	91,279

**DISPATCH CENTER  
EXPENDITURES BY ACCOUNT**

	<b>FY 16 ACTUAL</b>	<b>FY 17 REVISED</b>	<b>FY 18 DRAFT</b>	<b>FY 18 DEPT REQ</b>	<b>FY 18 CM PROP</b>	<b>\$ CHANGE</b>
<b><u>PERSONNEL - SALARIES</u></b>						
511001 SALARIES - FULL TIME	374,299	412,233	418,687	418,687	418,687	6,454
511002 SALARIES - PART TIME	8,093	2,000	0	2,000	2,000	0
511004 SALARIES - HOLIDAY PAY	18,303	17,041	17,771	17,771	17,771	730
513001 OVERTIME - REGULAR	60,703	34,000	34,000	34,000	34,000	0
513002 OVERTIME - TRAINING	1,066	11,000	11,000	11,000	11,000	0
516000 LONGEVITY	1,188	1,725	1,725	1,725	1,725	0
<b>TOTAL PERSONNEL - SALARIES</b>	<b>463,651</b>	<b>477,999</b>	<b>483,183</b>	<b>485,183</b>	<b>485,183</b>	<b>7,184</b>
<b><u>PERSONNEL - BENEFITS</u></b>						
521100 HEALTH	111,668	127,834	142,442	142,442	120,857	(6,977)
521200 DENTAL	2,099	2,295	2,295	2,295	2,295	0
521300 LIFE	640	332	761	761	761	429
522000 SOCIAL SECURITY	32,447	33,281	35,264	35,417	35,417	2,136
523000 RETIREMENT	56,142	53,176	54,992	54,992	54,992	1,816
525000 UNEMPLOYMENT	2,888	0	0	0	0	0
526000 WORKERS' COMPENSATION	1,056	1,159	1,228	1,228	1,228	69
528001 IPT	3,852	2,839	4,530	4,530	4,530	1,691
<b>TOTAL PERSONNEL - BENEFITS</b>	<b>210,791</b>	<b>220,916</b>	<b>241,512</b>	<b>241,665</b>	<b>220,080</b>	<b>(836)</b>
<b><u>TECH/PROF SERVICES</u></b>						
532001 STAFF DEVELOPMENT	1,136	2,300	2,300	2,300	2,300	0
534001 STATE FEE COMPUTERS	2,250	4,500	4,500	4,500	4,500	0
<b>TOTAL TECH/PROF SERVICES</b>	<b>3,386</b>	<b>6,800</b>	<b>6,800</b>	<b>6,800</b>	<b>6,800</b>	<b>0</b>
<b><u>PROPERTY SERVICES</u></b>						
543002 EQUIPMENT MAINTENANCE	21,252	27,930	28,640	28,640	28,640	710
<b>TOTAL PROPERTY SERVICES</b>	<b>21,252</b>	<b>27,930</b>	<b>28,640</b>	<b>28,640</b>	<b>28,640</b>	<b>710</b>
<b><u>ADMINISTRATIVE COSTS</u></b>						
552003 GENERAL LIABILITY	2,671	3,190	2,853	2,853	2,853	(337)
553000 COMMUNICATIONS	0	500	500	500	500	0
554000 ADVERTISING	0	68	68	68	68	0
558000 TRAVEL	0	2,000	2,000	2,000	2,000	0
<b>TOTAL ADMINISTRATIVE COSTS</b>	<b>2,671</b>	<b>5,758</b>	<b>5,421</b>	<b>5,421</b>	<b>5,421</b>	<b>(337)</b>
<b><u>MATERIALS &amp; SUPPLIES</u></b>						
561003 OFFICE SUPPLIES	322	1,250	1,250	1,250	1,250	0
561010 CLOTHING	744	1,300	1,300	1,300	1,300	0

DISPATCH CENTER EXPENDITURES BY ACCOUNT						
	FY 16 ACTUAL	FY 17 REVISED	FY 18 DRAFT	FY 18 DEPT REQ	FY 18 CM PROP	\$ CHANGE
561032 OTHER OPERATIONAL SUPPLIES CO	18	2,500	2,500	2,500	2,500	0
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>1,084</b>	<b>5,050</b>	<b>5,050</b>	<b>5,050</b>	<b>5,050</b>	<b>0</b>
<b><u>PROPERTY/FIXED ASSET</u></b>						
573401 ADMIN EQUIPMENT	503	1,270	1,270	1,270	1,270	0
<b>TOTAL PROPERTY/FIXED ASSET</b>	<b>503</b>	<b>1,270</b>	<b>1,270</b>	<b>1,270</b>	<b>1,270</b>	<b>0</b>
<b><u>OTHER GOODS/SERVICES</u></b>						
581000 DUES AND FEES	0	370	370	370	370	0
<b>TOTAL OTHER GOODS/SERVICES</b>	<b>0</b>	<b>370</b>	<b>370</b>	<b>370</b>	<b>370</b>	<b>0</b>
<b>TOTAL DISPATCH CENTER</b>	<b>703,337</b>	<b>746,093</b>	<b>772,246</b>	<b>774,399</b>	<b>752,814</b>	<b>6,721</b>

# FIRE



**FY18 EMPLOYEE POSITIONS AND SALARY BY DEPARTMENT-FIRE DEPARTMENT**

\* Salary and Benefits Allocated Between Departments

Name	Title	Salary	Longevity	Education Incentive	Holiday Pay	Early Report	Stipend	Total	Salary Allocation	BiWkly Hours	FTE
<b>Fire Department</b>											
Sanborn	Fire Chief	104,985	600	0	0	0	0	105,585	100%	NA	1.00
Dupuis	Assistant Fire Chief	90,543	600	0	0	0	0	91,143	100%	NA	1.00
Dube	Deputy Fire Chief	73,017	550	0	0	0	0	73,567	100%	NA	1.00
Wilder	Fire Marshal	74,330	0	0	0	0	0	74,330	100%	NA	1.00
Powers	Deputy Fire Chief	71,988	0	0	0	0	0	71,988	100%	NA	1.00
Potts	Secretary II	42,934	600	0	0	0	0	43,534	100%	70	1.00
Avery	Captain	60,371	0	700	2,903	0	0	63,974	100%	84	1.00
Burns	Captain	60,371	0	700	2,903	0	0	63,974	100%	84	1.00
Lenzi	Captain	58,359	0	700	2,807	0	0	61,866	100%	84	1.00
LaClair	Captain	60,371	0	500	2,903	0	0	63,774	100%	84	1.00
Marique	Lieutenant	54,453	0	500	2,619	0	0	57,572	100%	84	1.00
Chick	Lieutenant	54,453	0	500	2,619	0	0	57,572	100%	84	1.00
Plante	Lieutenant	54,453	0	700	2,619	0	0	57,772	100%	84	1.00
George	Lieutenant	54,453	0	700	2,619	0	0	57,772	100%	84	1.00
Ayers	Firefighter	50,547	0	700	2,431	0	0	53,678	100%	84	1.00
Blake	Firefighter	50,547	0	700	2,431	0	0	53,678	100%	84	1.00
Comeau	Firefighter	50,547	0	700	2,431	0	0	53,678	100%	84	1.00
Couch	Firefighter	50,547	0	200	2,431	0	0	53,178	100%	84	1.00
Dunton	Firefighter	50,547	0	700	2,431	0	0	53,678	100%	84	1.00
Furtney	Firefighter	40,695	0	300	1,957	0	0	42,952	100%	84	1.00
Haggenmiller	Firefighter	45,292	0	300	2,178	0	0	47,770	100%	84	1.00
Hoyt	Firefighter	47,062	0	700	2,264	0	0	50,026	100%	84	1.00
Jacques	Firefighter	50,547	0	0	2,431	0	0	52,978	100%	84	1.00
Jeffers	Firefighter	50,547	0	700	2,431	0	0	53,678	100%	84	1.00
Laferte	Firefighter	50,547	0	700	2,431	0	0	56,078	100%	84	1.00
McKay	Firefighter	50,547	0	300	2,431	0	0	53,278	100%	84	1.00
Banks	Firefighter	38,925	0	200	1,872	0	0	40,997	100%	84	1.00
Morales	Firefighter	47,062	0	700	2,264	0	0	52,426	100%	84	1.00
Morrill	Firefighter	40,695	0	700	1,957	0	0	43,352	100%	84	1.00
Pageau	Firefighter	40,695	0	300	1,957	0	0	42,952	100%	84	1.00
Parker	Firefighter	40,695	0	300	1,957	0	0	42,952	100%	84	1.00
Riley	Firefighter	38,925	0	700	1,872	0	0	41,497	100%	84	1.00
Ruel	Firefighter	50,547	0	700	2,431	0	0	56,078	100%	84	1.00
Snyder, Brian	Firefighter	50,547	0	700	2,431	0	0	53,678	100%	84	1.00
Snyder, Bruce	Firefighter	50,547	0	700	2,431	0	0	55,278	100%	84	1.00
Stevens	Firefighter	47,062	0	700	2,264	0	0	52,426	100%	84	1.00
Taatjes	Firefighter	45,292	0	700	2,178	0	0	50,570	100%	84	1.00
Wentworth	Firefighter	38,925	0	700	1,872	0	0	41,497	100%	84	1.00
Wheeler	Firefighter	47,062	0	700	2,264	0	0	50,026	100%	84	1.00
Biron	Firefighter	38,925	0	200	1,872	0	0	40,997	100%	84	1.00
RERP		4,500		0	0			4,500	100%		
Various	1/2 Time July 4th, Thanksgiving, Ch	-		0	8,000			8,000	100%		
	Union Medical Opt Outs	-									
<b>Subtotal Full Time</b>		<b>2,123,457</b>	<b>2,350</b>	<b>19,000</b>	<b>88,441</b>	<b>0</b>	<b>0</b>	<b>2,246,304</b>			
	Call Fire Force	26,125	0	0	0	0	0	26,125	100%		
	Forest Fire	800						800			
<b>Subtotal Part Time</b>		<b>26,925</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>26,925</b>			
<b>Total Fire Department</b>		<b>\$2,150,382</b>	<b>\$2,350</b>	<b>\$19,000</b>	<b>\$88,441</b>	<b>\$0</b>	<b>\$0</b>	<b>2,273,229</b>			<b>40.00</b>

EMPLOYEE POSITIONS BY DEPARTMENT

112

CITY OF ROCHESTER

FY 18 PROPOSED BUDGET

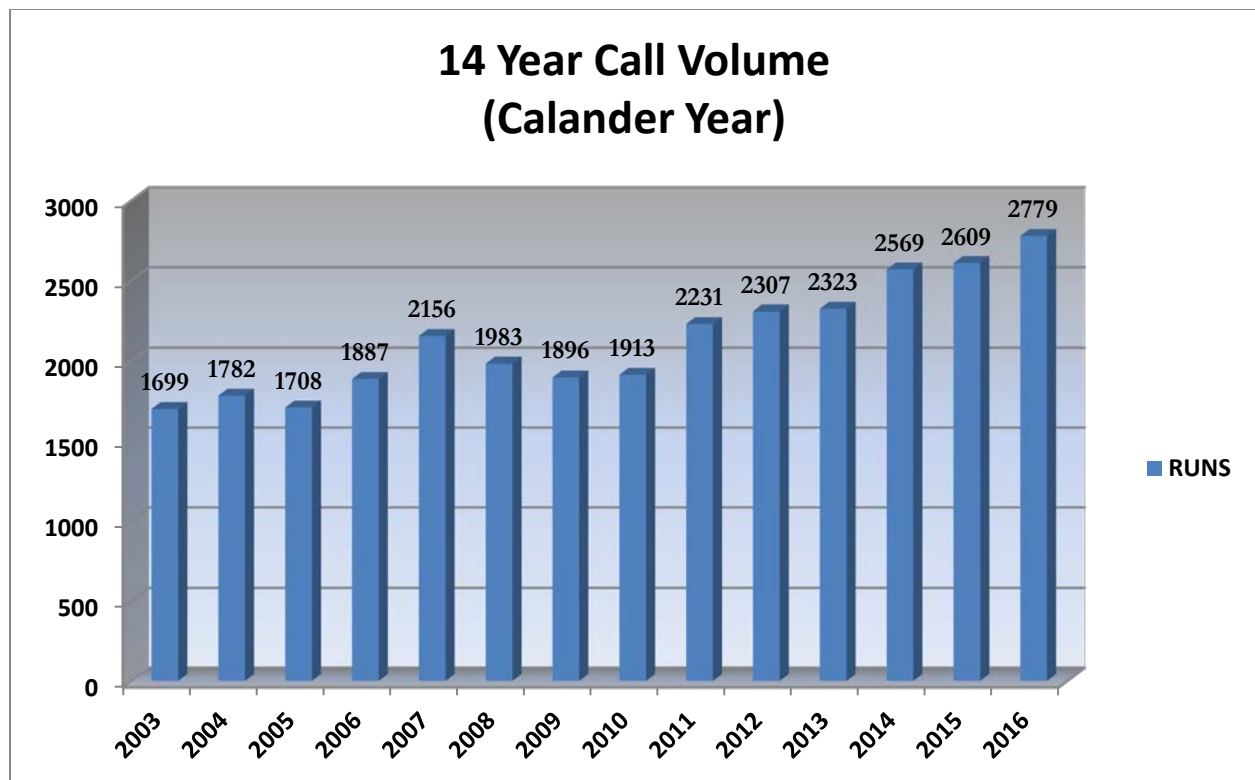
**CITY OF ROCHESTER**  
**FIRE DEPARTMENT**  
ISO Class 3 Community



*Serving the Lilac City with Pride*

### MISSION STATEMENT

The primary mission of the Rochester Fire Department is to provide a range of programs designed to protect and maintain the quality of life within the City of Rochester through Fire Prevention, Fire Suppression and Rescue activities.



**OVERVIEW**

The City of Rochester Fire Department will expand their mission by continuing to add health related items to an already full agenda.

Along with this new activity comes additional training, equipment and other resources.

Our department continues to accept the challenges presented by the demands for service. Rochester Firefighters responded to over 2500 incidents in this fiscal year. The numbers represent when one of our citizens or visitors experiences an unexpected or unfortunate event that led them to call for our assistance. Our firefighters continue to provide not only the professional response needed to take care of the emergency, but also show compassion to support the person and families involved in these emergencies.

As stated last year, the increasing demand requires us to continue examining staffing increases and a third station. The City

continues to grow, and with that, inevitably, more requests for emergency services are received. Our personnel are required to respond immediately to emergencies without delay. As our incidents increase, so do our calls for simultaneous services at different locations at the same time. These occurrences continue to increase and split our resources making us less effective and slower to respond.

As Fire Chief, I will continue to work to ensure that the members of this fire department will have the resources they need to professionally, effectively and safely provide services to the public.

The department responds with a minimum of seven firefighters on at least three fire apparatus out of two stations. This ensures that any potential emergency is well staffed and strategically located within the City to respond in a timely fashion to any emergency or service request. If more manpower is required at an incident, the department has the potential to call back one additional shift or all shifts to assist. In addition, there is also a contingency of call firefighters that the department will call back for working fires as well as any manpower intensive incidents such as brush fires or lost persons. The needs of the community can be accommodated with relative ease and speed in any event. The Fire Department also relies on mutual aid from other communities when an immediate need for manpower is necessary.

The women and men of the City of Rochester Fire Department are dedicated and committed to serving the citizens of this great City. We pride ourselves by providing effective and efficient Fire and EMS services to all of our residents and businesses.

With the support of the Mayor, City Council, our City Manager and his staff, as well as all other City Departments and supporting governmental agencies, we continue to be an exemplary organization that prides itself on being proactive, efficient and exceptionally effective in our delivery of services.

## TRAINING

It is the Training Divisions mission to ensure that the RFD provides the highest quality of service to its customers, while minimizing risk to its members. We do this by maintaining proficiency in our skills and equipment, constantly learning new and more effective ways to do our job, and maintaining the traditional tactics that we have used effectively for so long. We must perform in a dynamic fire ground, where we are in a constant battle against time and changing conditions. We train to develop muscle memory, so our skills are second nature.

*"In the heat of the battle you don't remember very much. You don't think very fast. You act by instinct, which is really training. So you've got to be trained for battle so that you will react exactly the way you did in training".*

*Admiral Arleigh Burke, USN*

After response to emergency calls, our priority is to train. We are currently on track to complete over 4000 training interactions this year. This is an average of over 100 training sessions per member, per year.

Over the years the role of the Fire Department has changed dramatically. Now we not only respond to calls related to fires, but to numerous other types of calls requiring specialized equipment and training. Some examples of what firefighters respond to are; emergency medical calls, motor vehicle accidents, combustible gas and other hazardous material emergencies, technical rescue incidents, carbon monoxide incidents, natural disasters, lock outs, wires down, and a myriad of service calls. In the community, when our customers have no one left to call, they call the fire department, and we respond. We must train our firefighters for all duties that they are expected to perform.

Getting proper training on all aspects every year is difficult, so we must prioritize, and some drills just can't be done on shift, due to the need to remain available for calls. This is why we set aside an extra training day for each shift per year. We get eight hours of uninterrupted drilling, and can accomplish our goals.

The Fire Department is in a constant state of change and improvement. In order to meet the



needs of these changes and remain effective, the department purchases new equipment and updates equipment on a regular basis. We make very educated purchases and much discussion and research is conducted for each dollar spent.

In the future it is the Training Divisions hope that the department can develop a centralized training facility with specialized training props to better train our firefighters. Currently, we take advantage of city owned properties, and buildings set for demolition.

We will continue to keep our firefighters trained and prepared to face not only today's challenges but any new challenges that they may face in the future.

### **SAFETY OFFICER**

The Rochester Fire Department has a Health & Safety Officer who is tasked with performing as the Incident Safety Officer at all working fires as well as other calls that warrant the position. By maintaining an Occupational Safety and Health program, this position assists in managing the City of Rochester's liability risks and associated costs. Some of the duties of the Safety Officer are; to add or update policies related to health and safety, after action reviews of serious calls and to ensure personal protective equipment is up to standard and maintained. This officer sits on the city Joint Loss Committee whose mission includes examining accidents, employee injuries and property damage to develop recommendations to reduce the rate of these incidents and inspect city buildings to enhance risk management practices to reduce liability costs incurred by the City. This officer also chairs the RFD Safety Committee which meets quarterly to address any safety issues within the department and to take corrective actions.

### **COMMUNITY SERVICE**

The Rochester Fire Department continues to remain engaged with the rest of the community by participating in numerous events that either promote safety, awareness or require the department's assistance to ensure a safe event. Some of these events include the Rochester Fair, Rochester Christmas Parade, Rochester Christmas Tree Lighting, Memorial Day Parade, Relay for Life, Rochester Firefighters Toy Bank, National Night Out, and many more. This year we established a joint initiative with Police and EMS to ensure the safety of the community by offering a free service to dispose of any sharps found within the community.

### **EXPENDITURES**

The Department's expenditures must increase due to the increases in professional products, equipment, medical expenses, insurance, and other necessary department expenses. The RFD has, and will continue to request grants to offset many of these expenses, however, this is only a partial picture of the overall need.

## **FIRE PREVENTION**

The fire prevention bureau is lead by the Fire Marshal, who oversees the day to day activities of prevention, and one Deputy Chief. The prevention bureau conducts life safety inspections, plans review of new projects, public education, fire investigations, and oversees the fire side of the communications center. We have evolved to become one of the most aggressive and proactive prevention bureaus in the state.



Rochester Fire Department recently initiated a multi-family apartment building inspection program to start being proactive for the safety of the residents renting in the city of Rochester. Fire statistic show that 80% of all fire deaths occur at residential occupancies where people sleep. So that is why we are now focusing the majority of our time increasing the level of safety for these types of occupancies. We are working hand in hand with building owners, landlords and management companies to conduct life safety evaluations of buildings with three or more living units in them.

## **FIRE INVESTIGATION**

The fire prevention bureau investigates all fires within the City, 24 hours a day, 365 days a year. Partnering with the Rochester police department investigative services bureau, our fire investigation team is able to determine the cause of fires, and bring arsonists to trial. We have re-established the fire investigation team (FIT), and several of the members hold specific certifications in several fields. Further, the team is able to work closely with insurance companies to help reduce fire damages, based on findings from fires.



## **FIRE CODE INSPECTIONS**

All Fire code inspections are conducted by the fire prevention bureau of the fire department. This includes all places of assembly, day cares, foster care homes, schools, and other occupancies. Working in partnership with local agencies, a holistic approach to community risk reduction is achieved. Any complaint brought to the department regarding violations of the life safety code the city and state has adopted is investigated. Any deficiencies discovered are monitored for correction and followed up with to ensure compliance.

## **PLANS REVIEW**

New fire alarm, fire sprinkler, clean agent, hood system, or other fire protection systems are permitted through a certified fire plans examiner. After a comprehensive plan analysis



is performed, and the applicant has met the fire and life safety code, a permit is issued. City wide permits are applied for and issued through a new online system called View Permit. This has expedited issuance times and has put all inspectors on the same page now having a common place to go to for information. After the issuance of the permit, rough-in and final inspections, as well as commissioning and acceptance tests, are performed. This ensures that the systems and buildings meet code and are safe, and that the citizen gets what they have paid the contractor for – a safe, code compliant installation, completed per the plan.

## **GRANTS RECEIVED**

Since 2009 the Fire Department has applied for and been awarded \$492,221.00 worth of grants. These grants have outfitted the firefighters with new self contained breathing apparatus, new personal protective turnout gear, a sprinkler system for the central fire station and mobile data terminals for the three fire apparatus and two command vehicles. This allowed the department to obtain all of this equipment at a cost to the city of only \$67,885.00 since 2009. There was also an additional \$66,538.00 awarded through Emergency Management Planning grants which will or has been utilized to fund an Emergency Operations Center upgrade, a Continuity of Operations study and plan development, as well as several other continuing grant applications.

In FY13 the RFD applied for protective gear for all of the full time firefighters through the FEMA “Assistance to Firefighters Grant” program. In FY14 we also applied for SCBAs through the same grant program. The department was successful in both grant requests and have since replaced all the firefighters’ protective equipment which includes boots, turnout coats, bunker pants, leather firefighting boots, gloves, and breathing apparatus. The gear grant was valued at \$108,558 and will keep the firefighters safe for many years and the grant has saved the citizens of Rochester from having to fund this request. The Breathing apparatus grant was for \$345,000 and has outfitted every firefighter with one set of SCBAs, an extra bottle for each set and specialty SCBAs for firefighter rescue. The older units were no longer considered compliant with NFPA standards.

Just recently the department also received funding through a grant meant for emergency shelter training, valued at \$3,345.00, as well as an emergency generator grant. This has two purposes. One is to help complete the City Hall Annex Project, but more importantly, to support emergency operations for the Fire Department, valued at \$51,178.00. Additionally, the department also received an EMS in the warm zone grant valued at \$6,000.00.

Even though the Department will continue to request funding through this grant process, it is never a guarantee that future grant requests will be successful and grants may become more difficult to obtain in the future.

## **ROCHESTER FIRE DEPARTMENT CHAPLAIN**

The Rochester Fire Department provides in person on scene crisis support for victims, firefighters and families, in need of emotional and spiritual support.

Chaplain Ronald Lachapelle is an integral part of the service provided by the Rochester Fire Department. His goal is to be visible and available to those in need. The chaplain responds to all working fires, assists with funerals, and provides assistance to citizens during an emergency.

## **EMERGENCY MANAGEMENT**

The Rochester Fire Department is charged with running the City's Office of Emergency Management.

The Emergency Management Division is the City of Rochester's lead agency for coordination of emergency and disaster response activities.

Emergency Management's Mission is to provide a comprehensive and aggressive emergency preparedness response, recovery and mitigation program in order to save lives, protect property and reduce the effects of disasters in the City of Rochester. We provide public safety services to citizens and visitors, enabling them to be ready for any emergency, including severe weather, floods, hurricanes, hazardous materials incidents and homeland security issues.

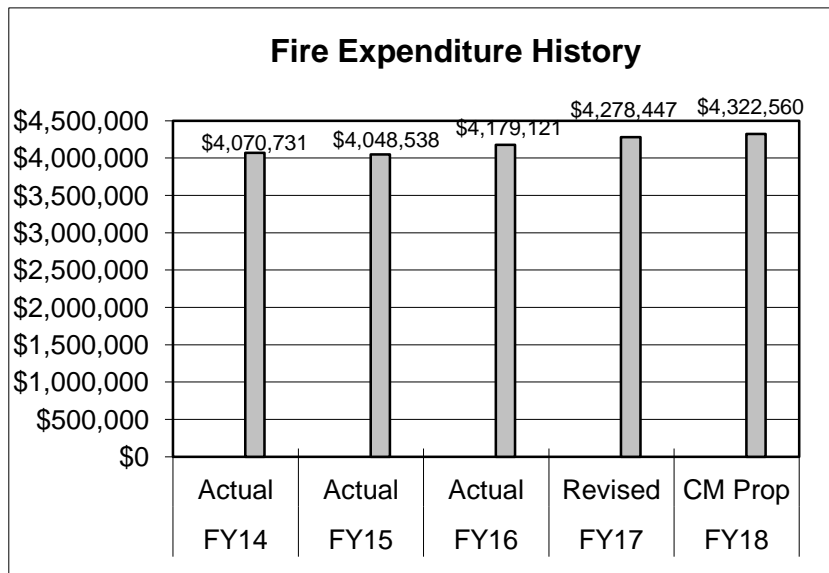
The Division also provides planning, training and exercise programs through a cooperative effort, it develops the Emergency Operations Plan, Continuity of Operations and Hazard Mitigation plan. These plans provide guidance for how agencies will respond to threats or actual disasters in the City of Rochester.

The Division manages the Emergency Operations Center (EOC) with support from local, state and federal partners. The EOC is the central point where the disaster recovery efforts are coordinated.

The City of Rochester continues to be the Host Community and Reception Center for the City of Portsmouth in case of an evacuation due to a major problem at the Seabrook Nuclear Power Plant.

**FIRE DEPARTMENT FUTURE NEEDS**

- Additional manpower to help with the increase in emergency calls
- Purchase of land to start planning for a north end fire station
- GPS units in all fire apparatus
- Tablets in all fire vehicles



**FIRE  
EXPENDITURES BY ACCOUNT**

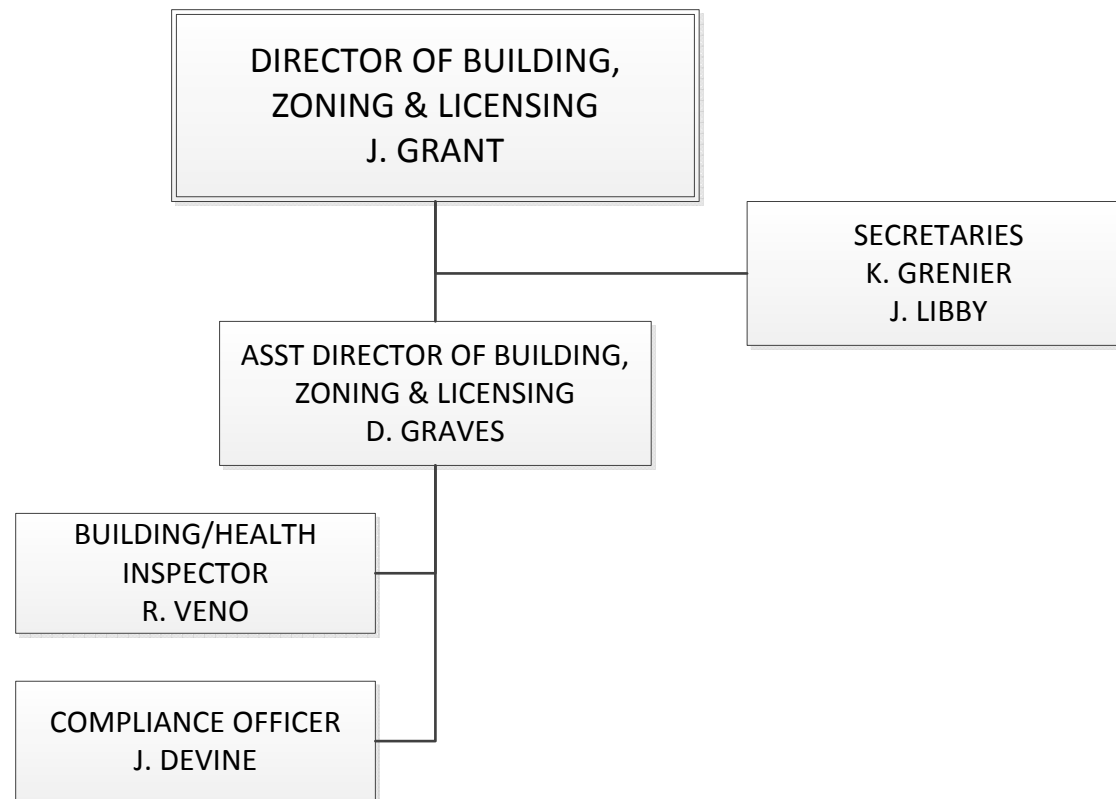
	<b>FY 16 ACTUAL</b>	<b>FY 17 REVISED</b>	<b>FY 18 DRAFT</b>	<b>FY 18 DEPT REQ</b>	<b>FY 18 CM PROP</b>	<b>\$ CHANGE</b>
<b><u>PERSONNEL - SALARIES</u></b>						
511001 SALARIES - FULL TIME	2,079,813	2,147,001	2,148,679	2,148,679	2,137,057	(9,944)
511002 SALARIES - PART TIME	6,046	26,925	26,925	26,925	26,925	0
511004 SALARIES - HOLIDAY PAY	87,747	90,607	88,441	88,441	88,441	(2,166)
511005 SALARIES - OUTSIDE DUTIES	12,675	15,000	15,000	15,000	15,000	0
513001 OVERTIME - REGULAR	276,710	240,000	240,000	240,000	240,000	0
513002 OVERTIME - TRAINING	17,293	18,000	18,000	18,000	18,000	0
514000 EDUCATION INCENTIVE	19,500	18,300	19,000	19,000	19,000	700
516000 LONGEVITY	2,400	2,400	2,350	2,350	2,350	(50)
<b>TOTAL PERSONNEL - SALARIES</b>	<b>2,502,184</b>	<b>2,558,233</b>	<b>2,558,395</b>	<b>2,558,395</b>	<b>2,546,773</b>	<b>(11,460)</b>
<b><u>PERSONNEL - BENEFITS</u></b>						
521100 HEALTH	533,481	550,842	632,869	632,869	533,301	(17,541)
521200 DENTAL	5,850	6,055	6,070	6,070	6,070	15
521300 LIFE	943	650	1,007	1,007	1,007	357
522000 SOCIAL SECURITY	36,449	37,118	37,026	37,026	36,857	(261)
523000 RETIREMENT	731,458	717,155	786,855	786,855	783,148	65,993
526000 WORKERS' COMPENSATION	70,458	77,363	81,952	81,952	81,952	4,589
528001 IPT	1,442	1,063	1,303	1,303	1,303	240
<b>TOTAL PERSONNEL - BENEFITS</b>	<b>1,380,081</b>	<b>1,390,246</b>	<b>1,547,082</b>	<b>1,547,082</b>	<b>1,443,638</b>	<b>53,392</b>
<b><u>TECH/PROF SERVICES</u></b>						
532001 STAFF DEVELOPMENT	19,843	15,545	14,500	14,500	14,500	(1,045)
533004 MEDICAL SERVICES	974	2,350	1,000	1,000	1,000	(1,350)
534000 TECHNICAL SERVICES	8,657	10,500	10,500	10,500	10,500	0
<b>TOTAL TECH/PROF SERVICES</b>	<b>29,474</b>	<b>28,395</b>	<b>26,000</b>	<b>26,000</b>	<b>26,000</b>	<b>(2,395)</b>
<b><u>PROPERTY SERVICES</u></b>						
541100 WATER & SEWERAGE	3,330	2,520	2,520	2,520	2,520	0
543001 VEHICLE MAINT & REPAIRS	50,328	45,000	45,000	45,000	45,000	0
543002 EQUIPMENT MAINTENANCE	15,540	17,164	17,789	17,789	17,789	625
543004 FIREFIGHTER GEAR MAINT	0	1,200	1,000	1,000	1,000	(200)
544500 LEASE COPIER/PRINTERS	3,200	4,264	4,264	4,264	4,264	0
<b>TOTAL PROPERTY SERVICES</b>	<b>72,398</b>	<b>70,148</b>	<b>70,573</b>	<b>70,573</b>	<b>70,573</b>	<b>425</b>
<b><u>ADMINISTRATIVE COSTS</u></b>						
552001 FLEET INSURANCE	12,299	3,937	14,239	14,239	14,239	10,302
552002 PROPERTY INSURANCE	2,574	2,656	2,906	2,906	2,906	250

**FIRE  
EXPENDITURES BY ACCOUNT**

	<b>FY 16 ACTUAL</b>	<b>FY 17 REVISED</b>	<b>FY 18 DRAFT</b>	<b>FY 18 DEPT REQ</b>	<b>FY 18 CM PROP</b>	<b>\$ CHANGE</b>
552003 GENERAL LIABILITY	14,396	16,294	15,376	15,376	15,376	(918)
552004 OFFICER LIABILITY	0	363	363	363	363	0
553000 COMMUNICATIONS	9,739	13,210	13,210	13,210	13,210	0
553400 POSTAGE FEES	362	700	700	700	700	0
554000 ADVERTISING	127	0	500	500	500	500
555000 PRINTING AND BINDING	637	800	800	800	800	0
556000 TUITION	0	5,000	5,000	5,000	5,000	0
558000 TRAVEL	568	2,400	2,200	2,200	2,200	(200)
<b>TOTAL ADMINISTRATIVE COSTS</b>	<b>40,703</b>	<b>45,360</b>	<b>55,294</b>	<b>55,294</b>	<b>55,294</b>	<b>9,934</b>
<b><u>MATERIALS &amp; SUPPLIES</u></b>						
561002 BUILDING MAINTENANCE SUPPLIE	3,096	3,500	3,648	3,648	3,648	148
561003 OFFICE SUPPLIES	1,087	1,700	1,700	1,700	1,700	0
561005 PUBLICATIONS	1,460	1,200	1,200	1,200	1,200	0
561008 VEHICLE SUPPLIES	6,459	8,000	8,000	8,000	8,000	0
561009 TRAINING MATERIAL AND SUPPLIE	986	1,400	1,400	1,400	1,400	0
561010 CLOTHING	22,622	20,200	24,000	24,000	24,000	3,800
561013 FIRE PREVENTION SUPPLIES	843	1,200	1,200	1,200	1,200	0
561014 FIRE PREVENTION PUB. EDU. SUPP	1,998	2,000	2,000	2,000	2,000	0
561038 FIRE FIGHTING SUPPLIES	1,344	1,750	2,500	2,500	2,500	750
562200 ELECTRICITY	31,106	37,728	37,728	37,728	37,728	0
562400 HEATING FUEL	24,714	24,965	24,965	24,965	24,965	0
562600 VEHICLE FUEL	16,783	25,900	25,900	25,900	25,900	0
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>112,499</b>	<b>129,543</b>	<b>134,241</b>	<b>134,241</b>	<b>134,241</b>	<b>4,698</b>
<b><u>PROPERTY/FIXED ASSET</u></b>						
573401 ADMIN EQUIPMENT	5,694	5,000	5,000	5,000	5,000	0
573900 OTHER EQUIPMENT	20,595	30,246	19,900	19,900	19,900	(10,346)
573902 TRAINING EQUIPMENT	5,447	5,500	5,000	5,500	5,500	0
<b>TOTAL PROPERTY/FIXED ASSET</b>	<b>31,736</b>	<b>40,746</b>	<b>29,900</b>	<b>30,400</b>	<b>30,400</b>	<b>(10,346)</b>
<b><u>OTHER GOODS/SERVICES</u></b>						
581000 DUES AND FEES	1,880	3,055	2,600	2,100	2,100	(955)
581001 MUTUAL AID DUES	8,166	10,621	11,541	11,541	11,541	920
581100 DONATIONS	0	500	500	500	500	0
589000 MISCELLANEOUS EXPENDITURES	0	1,600	1,500	1,500	1,500	(100)
<b>TOTAL OTHER GOODS/SERVICES</b>	<b>10,046</b>	<b>15,776</b>	<b>16,141</b>	<b>15,641</b>	<b>15,641</b>	<b>(135)</b>

FIRE EXPENDITURES BY ACCOUNT						
	FY 16 ACTUAL	FY 17 REVISED	FY 18 DRAFT	FY 18 DEPT REQ	FY 18 CM PROP	\$ CHANGE
TOTAL FIRE	4,179,121	4,278,447	4,437,626	4,437,626	4,322,560	44,113

# BUILDING SAFETY



FY18 EMPLOYEE POSITIONS AND SALARY BY DEPARTMENT-BUILDING ZONING & LICENSING

\* Salary and Benefits Allocated Between Departments

Name	Title	Salary	Longevity	Education Incentive	Holiday Pay	Early Report	Stipend	Total	Salary Allocation	BiWkly Hours	FTE
<b>Building Zoning &amp; Licensing</b>											
Grant	Director of Code Enforcement	79,959	400	0	0	0	0	80,359	100%	NA	1.00
Graves	Assistant Director	66,058	325	0	0	0	0	66,383	100%	NA	1.00
Devine	Compliance Officer	59,509	0	0	0	0	0	59,509	100%	80	1.00
Veno	Health/Plumbing Inspector	59,509	0	0	0	0	0	59,509	100%	80	1.00
Grenier	Secretary II	48,464	600	0	0	0	0	49,064	100%	80	1.00
Libby	Secretary I	34,341	0	0	0	0	0	34,341	100%	80	1.00
<b>Total Building Zoning &amp; Licensing</b>		<b>\$347,840</b>	<b>\$1,325</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$349,165</b>		<b>\$320</b>	<b>6.00</b>

**OVERVIEW**

As the Department's name implies, the department carries out three major roles;

**Building Division**

This section receives approximately 2300 permit applications per a year, conducts plan reviews, authorizes permits, schedules and conducts structural, electrical, mechanical, and plumbing inspections. The Department also issues certificates of occupancies once all other necessary departments have signed off. Once the building is occupied, the compliance officer is charged in the duty of causing the structures to be held to requirements set forth in the International Property Maintenance Code.

**Zoning Division**

The Director has the sole responsibility of zoning administrator. The Director and a secretary are the staff persons to the Zoning Board of Adjustment.

**Licensing Division**

This division's responsibilities are licensing of: 294 food establishments, 6 hawkers & peddlers, 24 mobile home parks, 3 motor vehicle junk yards, 4 pawnbrokers, 2 junk yards, 28 second hand dealers, 91 taxi (cabs, operators, & drivers), and 47 video and pinball machines & pool tables.

The Department of Building, Zoning & Licensing Services is an assembly of inspectors, permitting officers, secretarial staff, one compliance officer, and a Director who performs all administrative functions and also conducts inspections.

**REVENUE ASSUMPTIONS**

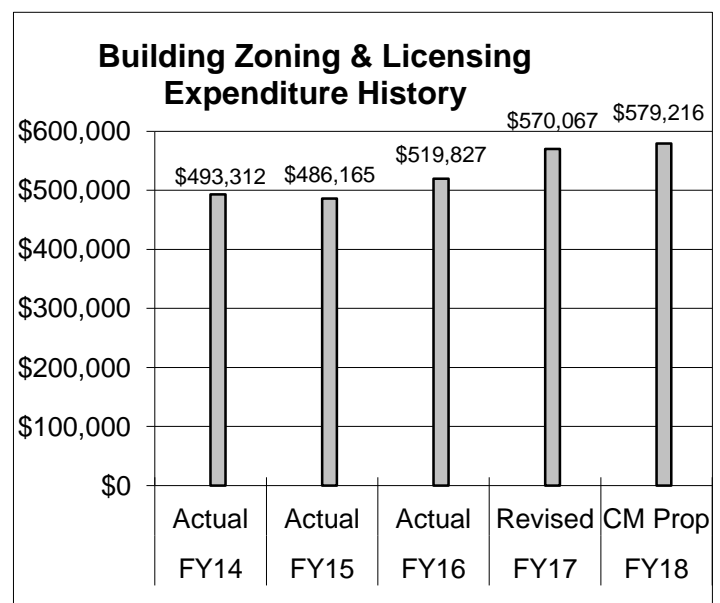
The Department's revenue projection was essentially held at last year's budget levels.

**EXPENDITURES**

The Department's presented budget has an increase in the line items related with the ZBA. The main reason for the increase is the cost of advertising in the local newspaper has gone up substantially. This Department will continue to practice and employ cost reduction whenever possible, and as expected, operate within its budget.

**PERFORMANCE OBJECTIVES**

BZLS will continue its efforts and dedication to making the department a customer friendly environment that will focus on the needs of the citizens, businesses, and future investors in the City. BZLS will continue to be attentive in explaining the regulations and offer assistance throughout the permitting and inspection process.



**BUILDING ZONING & LICENSING  
SERVICES EXPENDITURES BY ACCOUNT**

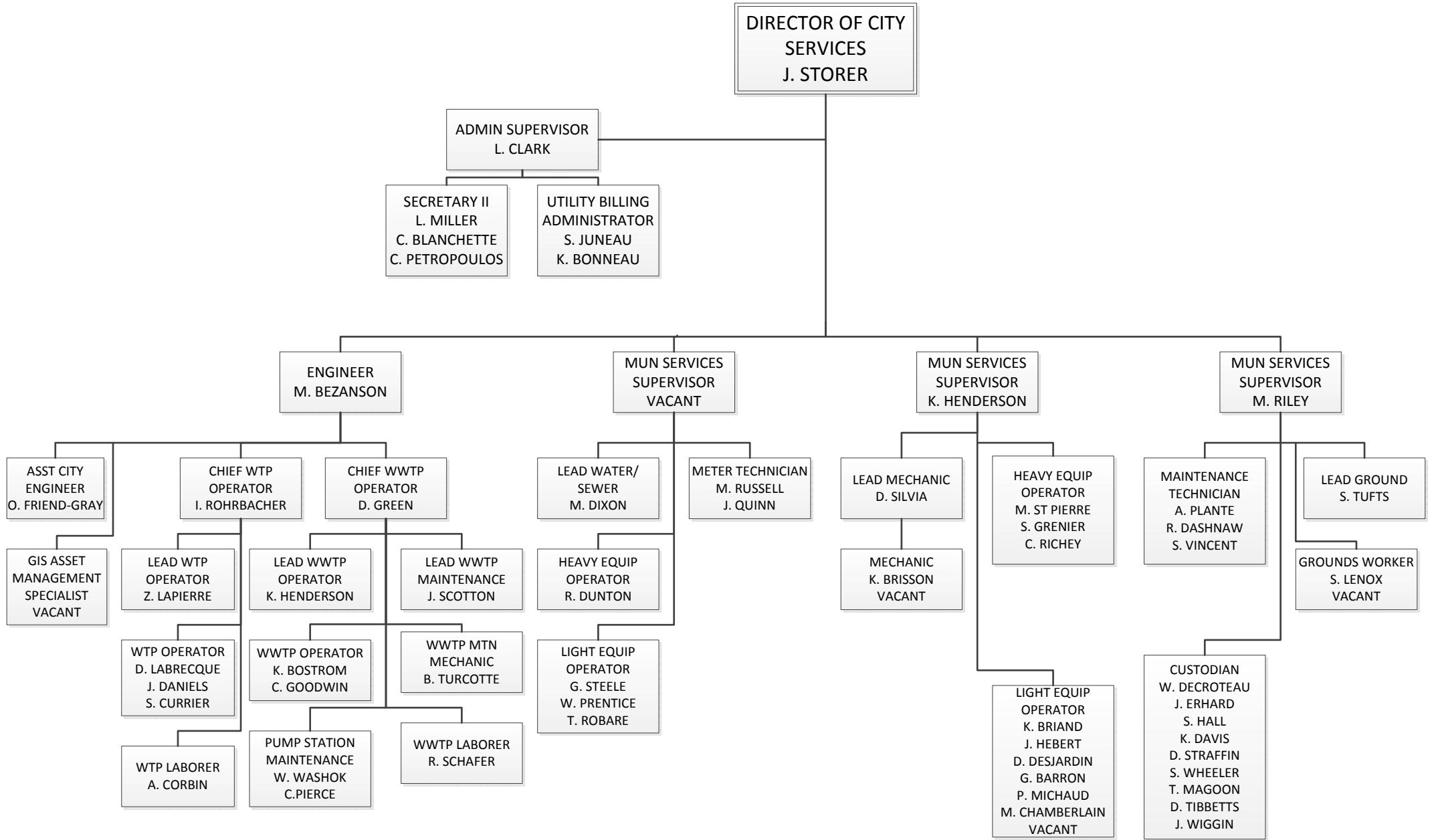
	<b>FY 16 ACTUAL</b>	<b>FY 17 REVISED</b>	<b>FY 18 DRAFT</b>	<b>FY 18 DEPT REQ</b>	<b>FY 18 CM PROP</b>	<b>\$ CHANGE</b>
<b><u>PERSONNEL - SALARIES</u></b>						
511001 SALARIES - FULL TIME	304,929	339,228	382,181	347,840	347,840	8,612
511002 SALARIES - PART TIME	30,661	0	0	0	0	0
513001 OVERTIME - REGULAR	1,064	1,000	1,000	1,000	1,000	0
516000 LONGEVITY	1,875	1,725	1,325	1,325	1,325	(400)
<b>TOTAL PERSONNEL - SALARIES</b>	<b>338,529</b>	<b>341,953</b>	<b>384,506</b>	<b>350,165</b>	<b>350,165</b>	<b>8,212</b>
<b><u>PERSONNEL - BENEFITS</u></b>						
521100 HEALTH	70,677	92,316	99,919	99,919	84,300	(8,016)
521200 DENTAL	1,046	1,244	1,102	1,102	1,102	(142)
521300 LIFE	525	296	694	694	694	398
522000 SOCIAL SECURITY	25,078	24,673	28,123	25,496	25,496	823
523000 RETIREMENT	35,589	38,176	43,760	39,852	39,852	1,676
526000 WORKERS' COMPENSATION	14,739	16,183	17,142	17,142	17,142	959
528001 IPT	3,135	2,499	4,157	4,157	4,157	1,658
<b>TOTAL PERSONNEL - BENEFITS</b>	<b>150,789</b>	<b>175,387</b>	<b>194,897</b>	<b>188,362</b>	<b>172,743</b>	<b>(2,644)</b>
<b><u>TECH/PROF SERVICES</u></b>						
532001 STAFF DEVELOPMENT	2,244	8,650	12,500	12,500	12,500	3,850
533000 OTHER PROF SERVICES	0	600	1,000	1,000	1,000	400
534003 SOFTWARE MAINT/LIC	9,029	12,069	13,000	13,000	13,000	931
534006 CONSULTING OTHER	0	500	500	500	500	0
<b>TOTAL TECH/PROF SERVICES</b>	<b>11,273</b>	<b>21,819</b>	<b>27,000</b>	<b>27,000</b>	<b>27,000</b>	<b>5,181</b>
<b><u>PROPERTY SERVICES</u></b>						
543001 VEHICLE MAINT & REPAIRS	825	2,500	2,500	2,500	2,500	0
544500 LEASE COPIER/PRINTERS	1,949	2,100	2,100	2,100	2,100	0
<b>TOTAL PROPERTY SERVICES</b>	<b>2,774</b>	<b>4,600</b>	<b>4,600</b>	<b>4,600</b>	<b>4,600</b>	<b>0</b>
<b><u>ADMINISTRATIVE COSTS</u></b>						
552001 FLEET INSURANCE	1,076	1,212	1,275	1,275	1,275	63
552003 GENERAL LIABILITY	1,885	2,085	2,013	2,013	2,013	(72)
553000 COMMUNICATIONS	3,516	5,220	5,220	5,220	5,220	0
553400 POSTAGE FEES	1,481	1,800	1,800	1,800	1,800	0
554000 ADVERTISING	2,264	2,491	2,400	2,400	2,400	(91)
555000 PRINTING AND BINDING	225	400	500	500	500	100
558000 TRAVEL	0	2,050	450	450	450	(1,600)
<b>TOTAL ADMINISTRATIVE COSTS</b>	<b>10,447</b>	<b>15,258</b>	<b>13,658</b>	<b>13,658</b>	<b>13,658</b>	<b>(1,600)</b>

**BUILDING ZONING & LICENSING  
SERVICES EXPENDITURES BY ACCOUNT**

	<b>FY 16 ACTUAL</b>	<b>FY 17 REVISED</b>	<b>FY 18 DRAFT</b>	<b>FY 18 DEPT REQ</b>	<b>FY 18 CM PROP</b>	<b>\$ CHANGE</b>
<b><u>MATERIALS &amp; SUPPLIES</u></b>						
561003 OFFICE SUPPLIES	987	1,400	1,400	1,400	1,400	0
561005 PUBLICATIONS	43	2,000	2,000	2,000	2,000	0
561008 VEHICLE SUPPLIES	0	200	200	200	200	0
561010 CLOTHING	950	950	950	950	950	0
561033 INSPECTION SUPPLIES	349	500	500	500	500	0
562600 VEHICLE FUEL	1,708	3,000	3,000	3,000	3,000	0
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>4,037</b>	<b>8,050</b>	<b>8,050</b>	<b>8,050</b>	<b>8,050</b>	<b>0</b>
<b><u>PROPERTY/FIXED ASSET</u></b>						
573401 ADMIN EQUIPMENT	1,304	2,000	2,000	2,000	2,000	0
<b>TOTAL PROPERTY/FIXED ASSET</b>	<b>1,304</b>	<b>2,000</b>	<b>2,000</b>	<b>2,000</b>	<b>2,000</b>	<b>0</b>
<b><u>OTHER GOODS/SERVICES</u></b>						
581000 DUES AND FEES	675	1,000	1,000	1,000	1,000	0
<b>TOTAL OTHER GOODS/SERVICES</b>	<b>675</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>	<b>0</b>
<b>TOTAL CODE ENFORCEMENT</b>	<b>519,827</b>	<b>570,067</b>	<b>635,711</b>	<b>594,835</b>	<b>579,216</b>	<b>9,149</b>

**AMBULANCE  
EXPENDITURES BY ACCOUNT**

	<b>FY 16 ACTUAL</b>	<b>FY 17 REVISED</b>	<b>FY 18 DRAFT</b>	<b>FY 18 DEPT REQ</b>	<b>FY 18 CM PROP</b>	<b>\$ CHANGE</b>
<b><u>ADMINISTRATIVE COSTS</u></b>						
559000 MISC PURCHASED SERVICES	54,913	56,468	56,468	56,468	57,945	1,477
<b>TOTAL ADMINISTRATIVE COSTS</b>	<b>54,913</b>	<b>56,468</b>	<b>56,468</b>	<b>56,468</b>	<b>57,945</b>	<b>1,477</b>
<b>TOTAL AMBULANCE</b>	<b>54,913</b>	<b>56,468</b>	<b>56,468</b>	<b>56,468</b>	<b>57,945</b>	<b>1,477</b>



**FY18 EMPLOYEE POSITIONS AND SALARY BY DEPARTMENT-PUBLIC WORKS DEPARTMENT**

\* Salary and Benefits Allocated Between Departments

Name	Title	Salary	Longevity	Education Incentive	Holiday Pay	Early Report	Stipend	Total	Salary Allocation	BiWkly Hours	FTE
<b>Public Works &amp; Highways</b>											
Storer	Director of City Services*	24,006	44	0	0	0	0	24,050	22%	NA	0.22
Bezanson	City Engineer*	29,896	67	0	0	0	0	29,963	34%	NA	0.34
Clark	Office Manager*	22,712	184	0	0	0	0	22,896	34%	80	0.34
Vacant	GIS Asset Management	18,193	134	0	0	0	0	18,327	34%	80	0.34
Henderson	Municipal Services Supervisor*	26,017	200	0	0	0	0	26,217	34%	NA	0.34
Friend-Gray	Asst City Engineer*	23,681	0	0	0	0	0	23,681	34%	NA	0.34
Miller	Secretary II *	13,893	165	0	0	0	0	14,058	30%	80	0.30
Petropoulos	Secretary I *	10,817	67	0	0	0	0	10,884	33%	70	0.33
Briand	L.E.O.	43,098	0	0	0	0	0	43,098	100%	80	1.00
Brisson	PW Mechanic *	15,989	0	0	0	0	0	15,989	34%	80	0.33
Daniels	L.E.O.	37,440	0	0	0	0	0	37,440	100%	80	1.00
Desjardin	L.E.O.	34,445	0	0	0	0	0	34,445	100%	80	1.00
Hebert	L.E.O.	32,802	0	0	0	0	0	32,802	100%	80	1.00
Vacant, Mechanic	PW Mechanic *	13,694	0	0	0	0	0	13,694	34%	80	0.34
Michaud	L.E.O.	38,813	0	0	0	0	0	38,813	100%	80	1.00
Phillips	H.E.O.*	16,037	0	0	0	0	0	16,037	34%	80	0.34
Barron	L.E.O.	33,530	0	0	0	0	0	33,530	100%	80	1.00
Poligni	L.E.O.	35,132	0	0	0	0	0	35,132	100%	80	1.00
Prentice	L.E.O.*	12,980	0	0	0	0	0	12,980	34%	80	0.34
Richey	H.E.O.	47,196	0	0	0	0	0	47,196	100%	80	1.00
Silvia	Lead Mechanic *	19,192	0	0	0	0	0	19,192	34%	80	0.34
St Pierre	H.E.O.	48,152	0	0	0	0	0	48,152	100%	80	1.00
Grenier (Willey)	H.E.O.	44,720	0	0	0	0	0	44,720	100%	80	1.00
<b>Subtotal Full Time</b>		<b>642,435</b>	<b>861</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>643,296</b>			
<b>Subtotal Part Time</b>	Estimated PT Winter Help	42,000	0	0	0	0	0	42,000	100%		
<b>Total Public Works &amp; Winter Maintenance</b>		<b>\$684,435</b>	<b>\$861</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$685,296</b>			<b>14.24</b>

EMPLOYEE POSITIONS BY DEPARTMENT

CITY OF ROCHESTER

FY 18 PROPOSED BUDGET

## OVERVIEW

The Department of Public Works is divided into the following divisions: Administration, Highway/Fleet, Utilities, Engineering, Water, Sewer, and Buildings & Grounds. Separate enterprise funds are established for Water, Sewer, and Community Center. All other expenditures by Public Works are paid from the General Fund.

Administration is responsible for receiving, distributing and monitoring service requests, accounts receivable, accounts payable, payroll and utility billing. The Highway/Fleet Division is in charge of the maintenance of roads, sidewalks, bridges, signs, traffic signals, vehicles and equipment. The Utilities Division is responsible for the water distribution system, sewage collection system, closed drainage systems and meter maintenance. Engineering is responsible for developing and implementing the Capital Improvement Program, providing technical support to all divisions and other City departments, and reviewing private development for compliance with City standards.

All divisions work together on winter maintenance operations and customer service.

## REVENUE ASSUMPTIONS

Revenues specific to this department include highway block grant subsidy, excavation permit fees and driveway permit fees.

## EXPENDITURES

Fiscal Year 2017-2018 will see expenditures maintained near Fiscal Year 2016-2017 levels.

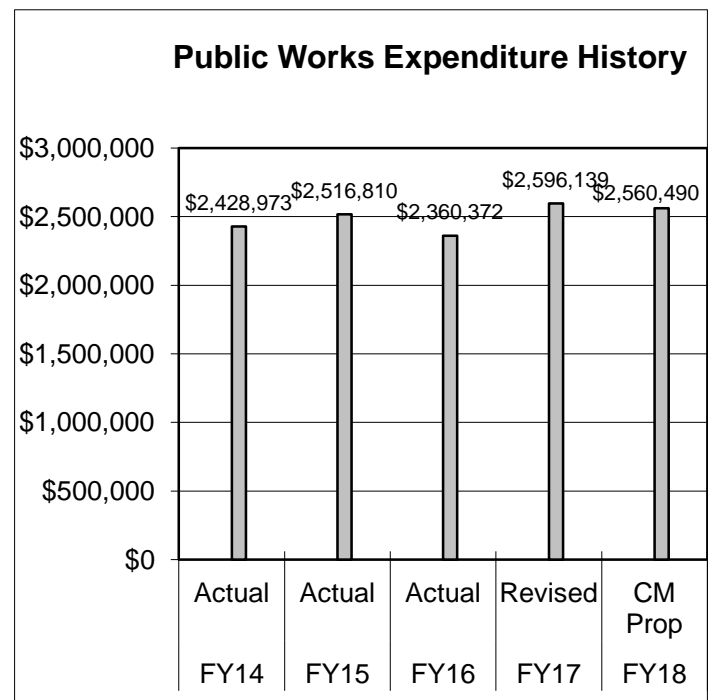
## PERFORMANCE OBJECTIVES

The Department will continue to endeavor to provide the best customer service given the extremely tight resources.

A City-wide Pavement Condition Assessment was recently completed so emphasis will be on optimizing funding for maintenance of the roadway network. Sidewalk rehabilitation will also remain a priority, with staff working to identify critical areas in need of upgrade or improvement.

A GIS and asset management position was created with the FY17 Budget, and current efforts have been focused to accurately map the water, sewer and storm drainage systems.

The Department will continue to use and expand its use of social media and other communication methods to better inform the general public of issues.



**PUBLIC WORKS  
EXPENDITURES BY ACCOUNT**

	<b>FY 16 ACTUAL</b>	<b>FY 17 REVISED</b>	<b>FY 18 DRAFT</b>	<b>FY 18 DEPT REQ</b>	<b>FY 18 CM PROP</b>	<b>\$ CHANGE</b>
<b><u>PERSONNEL - SALARIES</u></b>						
511001 SALARIES - FULL TIME	608,278	649,902	668,097	668,097	642,435	(7,467)
511002 SALARIES - PART TIME	25,725	42,000	42,000	42,000	42,000	0
511099 SALARIES - ADJUSTMENT	0	1,605	0	3,046	3,046	1,441
513001 OVERTIME - REGULAR	88,569	146,500	146,500	146,500	146,500	0
515001 ON CALL	5,186	4,497	4,497	4,497	4,497	0
516000 LONGEVITY	612	792	0	0	861	69
<b>TOTAL PERSONNEL - SALARIES</b>	<b>728,370</b>	<b>845,296</b>	<b>861,094</b>	<b>864,140</b>	<b>839,339</b>	<b>(5,957)</b>
<b><u>PERSONNEL - BENEFITS</u></b>						
521100 HEALTH	192,143	190,785	217,072	217,072	183,916	(6,869)
521200 DENTAL	3,148	3,289	3,093	3,093	2,993	(296)
521300 LIFE	1,073	549	1,207	1,207	1,162	613
522000 SOCIAL SECURITY	55,940	62,370	62,466	62,699	60,885	(1,485)
523000 RETIREMENT	79,927	89,222	92,697	93,044	90,222	1,000
525000 UNEMPLOYMENT	645	0	1,500	1,500	1,500	1,500
526000 WORKERS' COMPENSATION	33,584	37,080	39,280	39,280	39,280	2,200
528001 IPT	6,039	4,491	6,929	6,929	6,662	2,171
<b>TOTAL PERSONNEL - BENEFITS</b>	<b>372,499</b>	<b>387,786</b>	<b>424,244</b>	<b>424,824</b>	<b>386,620</b>	<b>(1,166)</b>
<b><u>TECH/PROF SERVICES</u></b>						
532001 STAFF DEVELOPMENT	3,252	3,270	3,270	3,270	3,270	0
532200 CONTRACTED SERVICES	38,938	20,000	20,000	20,000	20,000	0
533000 OTHER PROF SERVICES	55,250	47,450	63,592	63,592	63,592	16,142
533002 ENGINEERING SERVICES	6,132	22,150	7,900	7,900	7,900	(14,250)
533004 MEDICAL SERVICES	946	1,385	1,385	1,385	1,385	0
533006 LABORATORY SERVICES	0	1,500	1,500	1,500	1,500	0
533007 RECYCLING PROGRAM	24,492	24,500	24,715	24,715	24,715	215
533008 LAWN & TREE SERVICE	26,720	28,000	28,000	28,000	28,000	0
534003 SOFTWARE MAINT/LIC	346	546	3,564	3,564	3,564	3,018
<b>TOTAL TECH/PROF SERVICES</b>	<b>156,075</b>	<b>148,801</b>	<b>153,926</b>	<b>153,926</b>	<b>153,926</b>	<b>5,125</b>
<b><u>PROPERTY SERVICES</u></b>						
541100 WATER & SEWERAGE	727	1,100	1,100	1,100	1,100	0
542101 RUBBISH COLLECTION	541,237	541,657	541,657	541,657	541,657	0
543001 VEHICLE MAINT & REPAIRS	12,687	8,500	8,500	8,500	8,500	0
543002 EQUIPMENT MAINTENANCE	2,643	1,818	1,818	1,818	1,818	0
543003 TRANSPORT OF EQUIPMENT	0	500	500	500	500	0

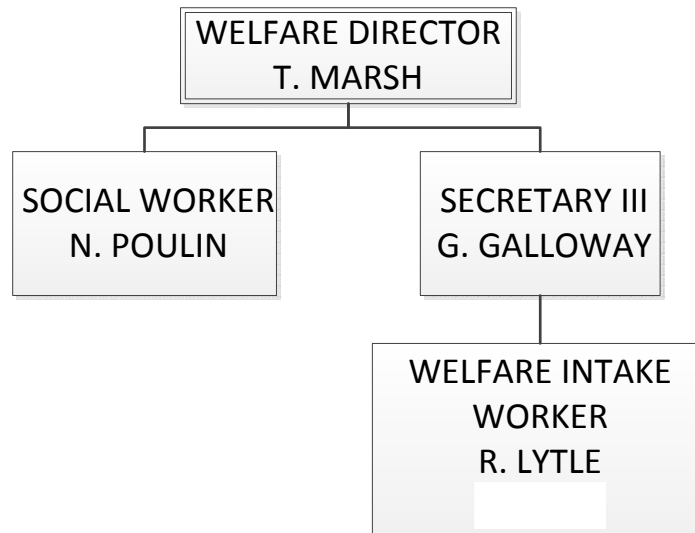
**PUBLIC WORKS  
EXPENDITURES BY ACCOUNT**

	<b>FY 16 ACTUAL</b>	<b>FY 17 REVISED</b>	<b>FY 18 DRAFT</b>	<b>FY 18 DEPT REQ</b>	<b>FY 18 CM PROP</b>	<b>\$ CHANGE</b>
543500 INSURANCE CLAIM REPAIRS	14,429	0	0	0	0	0
544200 RENTAL EQUIPMENT	920	1,000	1,000	1,000	1,000	0
544400 RENTAL COMP/COMM EQUIP	1,782	1,764	0	0	0	(1,764)
544500 LEASE COPIER/PRINTERS	755	800	800	800	800	0
<b>TOTAL PROPERTY SERVICES</b>	<b>575,180</b>	<b>557,139</b>	<b>555,375</b>	<b>555,375</b>	<b>555,375</b>	<b>(1,764)</b>
<b><u>ADMINISTRATIVE COSTS</u></b>						
552001 FLEET INSURANCE	20,947	9,026	18,434	18,434	18,434	9,408
552002 PROPERTY INSURANCE	1,045	1,455	1,250	1,250	1,250	(205)
552003 GENERAL LIABILITY	4,554	5,239	4,864	4,864	4,864	(375)
553000 COMMUNICATIONS	7,971	7,365	8,400	8,400	8,400	1,035
553400 POSTAGE FEES	473	465	465	465	465	0
554000 ADVERTISING	1,495	1,525	1,525	1,525	1,525	0
555000 PRINTING AND BINDING	500	500	500	500	500	0
558000 TRAVEL	13	275	275	275	275	0
<b>TOTAL ADMINISTRATIVE COSTS</b>	<b>36,997</b>	<b>25,850</b>	<b>35,713</b>	<b>35,713</b>	<b>35,713</b>	<b>9,863</b>
<b><u>MATERIALS &amp; SUPPLIES</u></b>						
561003 OFFICE SUPPLIES	466	510	510	510	510	0
561005 PUBLICATIONS	32	32	32	32	32	0
561008 VEHICLE SUPPLIES	62,851	58,000	58,000	58,000	58,000	0
561009 TRAINING MATERIAL AND SUPPLIE	36	100	100	100	100	0
561010 CLOTHING	10,136	11,845	11,845	11,845	11,845	0
561015 SAFETY EQUIPMENT & TOOLS	6,496	6,500	6,500	6,500	6,500	0
561016 BRUSH CUTTING SUPPLIES	439	650	650	650	650	0
561017 BODY SHOP SUPPLIES	1,521	1,500	1,500	1,500	1,500	0
561018 DRAINS & CULVERTS SUPPLIES	3,881	5,500	5,500	5,500	5,500	0
561019 SHADE TREE & LAWN SUPPLIES	194	225	225	225	225	0
561020 STREET SWEEPING SUPPLIES	1,529	5,000	6,000	6,000	6,000	1,000
561021 SNOW REMOVAL SUPPLIES	200,072	264,000	225,400	225,400	225,400	(38,600)
561022 HOT TOP COLD PATCH	60,696	65,500	65,500	65,500	65,500	0
561023 SAND AND GRAVEL	3,368	8,400	8,400	8,400	8,400	0
561024 ROAD SIGN SUPPLIES	6,998	8,000	7,000	7,000	7,000	(1,000)
561025 STREET MARKING SUPPLIES	9,562	8,000	8,000	8,000	8,000	0
561032 OTHER OPERATIONAL SUPPLIES CO	441	600	600	600	600	0
561034 BUSINESS DIST MAINTENANCE	5,853	8,200	8,200	8,200	8,200	0
561035 MAINTENANCE STOCK MATERIALS	2,976	3,187	3,187	3,187	3,187	0

PUBLIC WORKS EXPENDITURES BY ACCOUNT						
	FY 16 ACTUAL	FY 17 REVISED	FY 18 DRAFT	FY 18 DEPT REQ	FY 18 CM PROP	\$ CHANGE
561040 EQUIPMENT REPAIR SUPPLIES	38,869	34,000	34,000	34,000	34,000	0
562200 ELECTRICITY	20,156	17,148	17,148	17,148	17,148	0
562400 HEATING FUEL	3,718	10,000	10,000	10,000	10,000	0
562600 VEHICLE FUEL	46,585	100,000	100,000	100,000	100,000	0
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>486,876</b>	<b>616,897</b>	<b>578,297</b>	<b>578,297</b>	<b>578,297</b>	<b>(38,600)</b>
<b><u>PROPERTY/FIXED ASSET</u></b>						
571000 LAND&IMPROVEMENT	0	3,000	0	0	0	(3,000)
573401 ADMIN EQUIPMENT	235	1,500	1,500	1,500	1,500	0
573900 OTHER EQUIPMENT	3,133	7,800	7,650	7,650	7,650	(150)
<b>TOTAL PROPERTY/FIXED ASSET</b>	<b>3,368</b>	<b>12,300</b>	<b>9,150</b>	<b>9,150</b>	<b>9,150</b>	<b>(3,150)</b>
<b><u>OTHER GOODS/SERVICES</u></b>						
581000 DUES AND FEES	75	820	820	820	820	0
589001 STATE PERMITS & FEES	931	1,250	1,250	1,250	1,250	0
<b>TOTAL OTHER GOODS/SERVICES</b>	<b>1,006</b>	<b>2,070</b>	<b>2,070</b>	<b>2,070</b>	<b>2,070</b>	<b>0</b>
<b>TOTAL PUBLIC WORKS</b>	<b>2,360,372</b>	<b>2,596,139</b>	<b>2,619,869</b>	<b>2,623,495</b>	<b>2,560,490</b>	<b>(35,649)</b>

CITY LIGHTS EXPENDITURES BY ACCOUNT						
	FY 16 ACTUAL	FY 17 REVISED	FY 18 DRAFT	FY 18 DEPT REQ	FY 18 CM PROP	\$ CHANGE
<b><u>TECH/PROF SERVICES</u></b>						
533000 OTHER PROF SERVICES	14,227	19,500	15,000	15,000	25,000	5,500
<b>TOTAL TECH/PROF SERVICES</b>	<b>14,227</b>	<b>19,500</b>	<b>15,000</b>	<b>15,000</b>	<b>25,000</b>	<b>5,500</b>
<b><u>PROPERTY SERVICES</u></b>						
541000 UTILITY SERVICE	258,286	252,000	259,000	259,000	214,000	(38,000)
<b>TOTAL PROPERTY SERVICES</b>	<b>258,286</b>	<b>252,000</b>	<b>259,000</b>	<b>259,000</b>	<b>214,000</b>	<b>(38,000)</b>
<b>TOTAL CITY LIGHTS</b>	<b>272,513</b>	<b>271,500</b>	<b>274,000</b>	<b>274,000</b>	<b>239,000</b>	<b>(32,500)</b>

# WELFARE



**FY18 EMPLOYEE POSITIONS AND SALARY BY DEPARTMENT-WELFARE DEPARTMENT**

\* Salary and Benefits Allocated Between Departments

Name	Title	Salary	Longevity	Education Incentive	Holiday Pay	Early Report	Stipend	Total	Salary Allocation	BiWkly Hours	FTE
<b>Welfare</b>											
Marsh	Welfare Director	69,926	400	0	0	0	-	70,326	100%	NA	1.00
Galloway	Secretary II	46,410	600	0	0	0	-	47,010	100%	70	1.00
Poulin	Social Worker	40,823	325	0	0	0	-	41,148	100%	70	1.00
<i>Subtotal Full Time</i>		<i>157,159</i>	<i>1,325</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>-</i>	<i>158,484</i>			
Lytle	Intake Worker	31,029	165	0	0	0	-	31,194	100%	68	0.85
Additional PT Hours		500						500			
<i>Subtotal Part Time</i>		<i>31,529</i>	<i>165</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>-</i>	<i>31,694</i>			
<b>Total Welfare</b>		<b>\$188,688</b>	<b>\$1,490</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>-</b>	<b>190,178</b>			<b>3.85</b>

EMPLOYEE POSITIONS BY DEPARTMENT

CITY OF ROCHESTER

FY 18 PROPOSED BUDGET

**OVERVIEW**

In compliance with RSA 165, the Welfare Department for the City of Rochester administers local emergency assistance to poor individuals and families verified as unable to maintain basic needs.

The City of Rochester continues to be a desirable place to live, work and raise a family for many socioeconomic statuses (SES,) including the lower income status, who are more likely to seek financial assistance programs. Lower average market rental rates compared to more southern seacoast area communities, access to public transportation and closer proximity to employment compared to communities north of Rochester continue to retain current Rochester residents and are desirable to others receptive to relocate, including people challenged by their financial situations. As indicated, Rochester's average market rental rates remain lower compared to more southern seacoast area communities. However, Rochester rental rates have experienced some noticeable increases.

Waiting lists for subsidized housing remain long. State and federal disability income eligibility decisions average about nine months. Resources for people experiencing mental illness and/or addiction are increasing, but still limited.

The Rochester City Welfare team takes pride in managing this challenge by taking a pro-active case management approach, resulting in increased self-sufficiency for clients, at a lower cost to city taxpayers.

**REIMBURSEMENT ASSUMPTIONS**

The proposed budget estimates general assistance reimbursements of \$6,500, which is based on recent reimbursement trends. A lower

need for general assistance results in lower reimbursements. Reimbursements are received from the SSI Interim Assistance Reimbursement Program, property liens and personal reimbursements.

**EXPENDITURES**

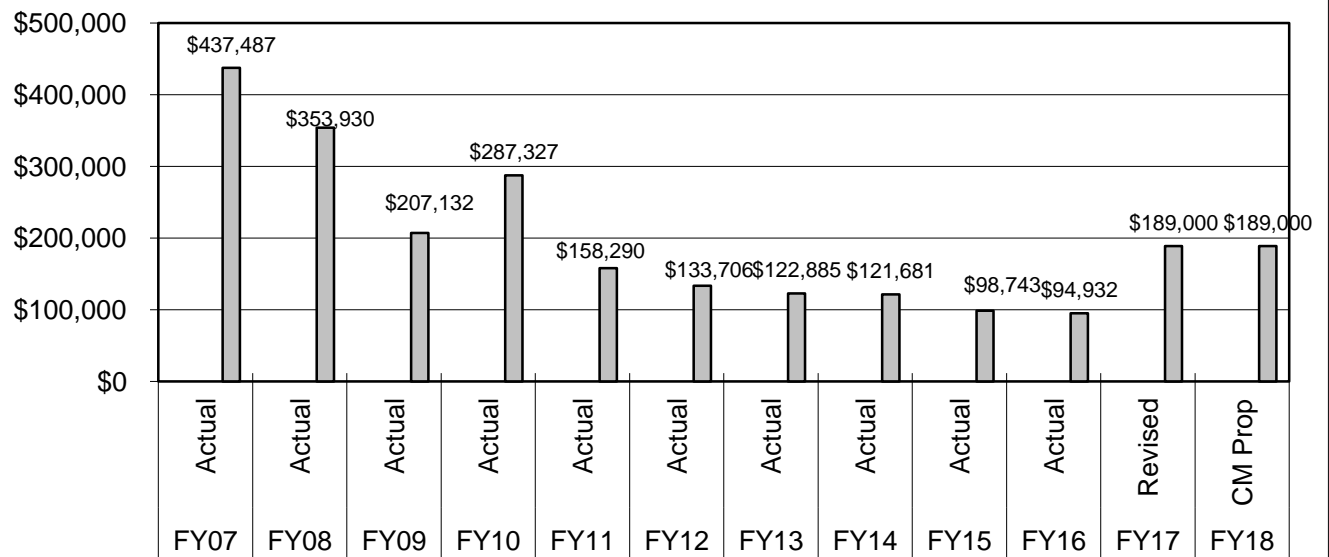
A total appropriation of \$475,224 is recommended for FY 2017-2018, an increase of \$16,374.00 from FY 2016-2017. The increase represents mostly projected salary and benefit increases. Other expense line items indicate a zero increase or are reduced.

Since 2008, the City Welfare Department case management approach has managed down welfare appropriations and it has stabilized. Most of the savings have been, but not limited to, general emergency assistance, as need verifications have increased and emergencies minimized by proactive case management.

A zero increase for general assistance is recommended for FY 2017-2018. This unchanged appropriation is fiscally prudent and reasonable, as further cuts to state and federal forms of assistance are possible and many unknown and potentially costly situations could present themselves next fiscal year.

**PERFORMANCE OBJECTIVES**

City Welfare practices continuous performance improvement, with the objective of meeting our legal obligations in the most professional, thoughtful and cost effective manner possible.

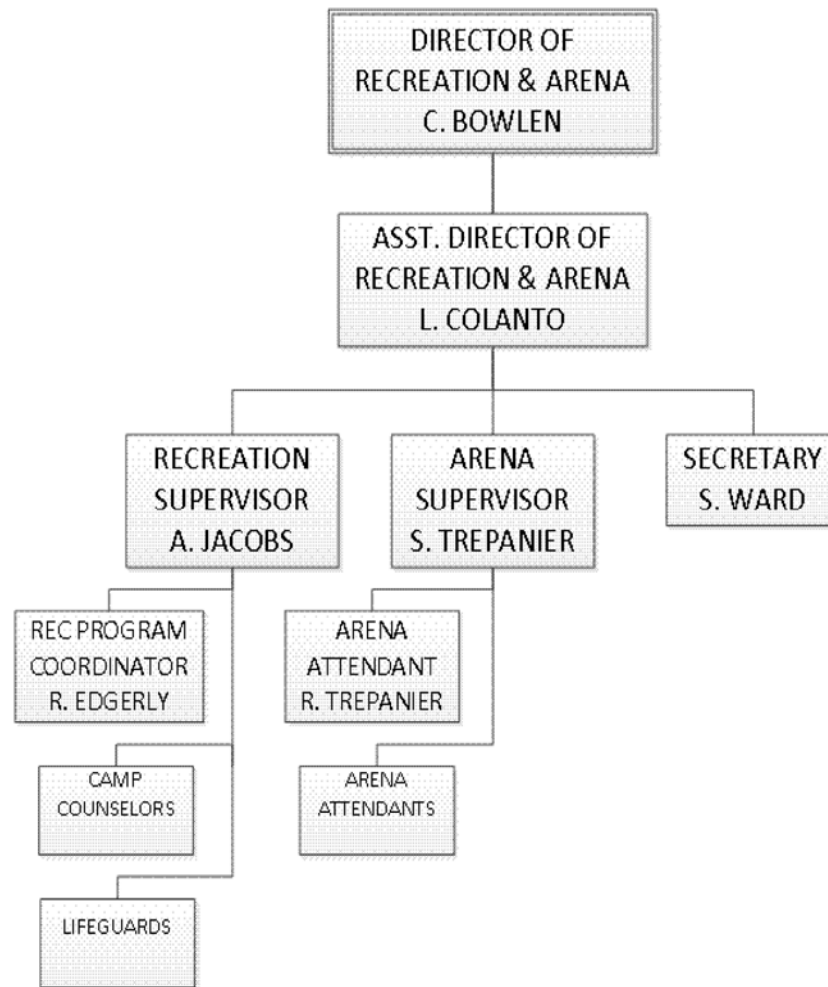
**Welfare Direct Assistance History**

**WELFARE  
EXPENDITURES BY ACCOUNT**

	<b>FY 16 ACTUAL</b>	<b>FY 17 REVISED</b>	<b>FY 18 DRAFT</b>	<b>FY 18 DEPT REQ</b>	<b>FY 18 CM PROP</b>	<b>\$ CHANGE</b>
<b><u>PERSONNEL - SALARIES</u></b>						
511001 SALARIES - FULL TIME	148,618	152,513	157,159	157,159	157,159	4,646
511002 SALARIES - PART TIME	30,433	30,573	31,529	31,529	31,529	956
516000 LONGEVITY	1,825	1,425	1,490	1,490	1,490	65
<b>TOTAL PERSONNEL - SALARIES</b>	<b>180,877</b>	<b>184,511</b>	<b>190,178</b>	<b>190,178</b>	<b>190,178</b>	<b>5,667</b>
<b><u>PERSONNEL - BENEFITS</u></b>						
521100 HEALTH	43,684	43,835	52,466	52,466	44,419	584
521200 DENTAL	693	693	693	693	693	0
521300 LIFE	266	123	285	285	285	162
522000 SOCIAL SECURITY	13,269	13,127	13,605	13,605	13,605	478
523000 RETIREMENT	17,339	17,185	18,037	18,037	18,037	852
526000 WORKERS' COMPENSATION	345	379	402	402	402	23
528001 IPT	1,483	1,038	1,701	1,701	1,701	663
<b>TOTAL PERSONNEL - BENEFITS</b>	<b>77,078</b>	<b>76,380</b>	<b>87,189</b>	<b>87,189</b>	<b>79,142</b>	<b>2,762</b>
<b><u>TECH/PROF SERVICES</u></b>						
532001 STAFF DEVELOPMENT	0	300	300	300	300	0
<b>TOTAL TECH/PROF SERVICES</b>	<b>0</b>	<b>300</b>	<b>300</b>	<b>300</b>	<b>300</b>	<b>0</b>
<b><u>PROPERTY SERVICES</u></b>						
544500 LEASE COPIER/PRINTERS	2,117	2,149	2,149	2,149	2,149	0
<b>TOTAL PROPERTY SERVICES</b>	<b>2,117</b>	<b>2,149</b>	<b>2,149</b>	<b>2,149</b>	<b>2,149</b>	<b>0</b>
<b><u>ADMINISTRATIVE COSTS</u></b>						
552003 GENERAL LIABILITY	1,013	1,185	1,083	1,083	1,083	(102)
553000 COMMUNICATIONS	838	825	825	825	825	0
553400 POSTAGE FEES	18	150	150	150	150	0
558000 TRAVEL	311	500	500	500	500	0
<b>TOTAL ADMINISTRATIVE COSTS</b>	<b>2,180</b>	<b>2,660</b>	<b>2,558</b>	<b>2,558</b>	<b>2,558</b>	<b>(102)</b>
<b><u>MATERIALS &amp; SUPPLIES</u></b>						
561003 OFFICE SUPPLIES	2,529	2,600	2,600	2,600	2,600	0
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>2,529</b>	<b>2,600</b>	<b>2,600</b>	<b>2,600</b>	<b>2,600</b>	<b>0</b>
<b><u>PROPERTY/FIXED ASSET</u></b>						
573401 ADMIN EQUIPMENT	2,322	800	800	800	800	0
<b>TOTAL PROPERTY/FIXED ASSET</b>	<b>2,322</b>	<b>800</b>	<b>800</b>	<b>800</b>	<b>800</b>	<b>0</b>
<b><u>OTHER GOODS/SERVICES</u></b>						
581000 DUES AND FEES	330	450	450	450	450	0

WELFARE EXPENDITURES BY ACCOUNT						
	FY 16 ACTUAL	FY 17 REVISED	FY 18 DRAFT	FY 18 DEPT REQ	FY 18 CM PROP	\$ CHANGE
589014 DIRECT ASSISTANCE	94,932	189,000	189,000	189,000	189,000	0
<b>TOTAL OTHER GOODS/SERVICES</b>	<b>95,262</b>	<b>189,450</b>	<b>189,450</b>	<b>189,450</b>	<b>189,450</b>	<b>0</b>
<b>TOTAL WELFARE</b>	<b>362,365</b>	<b>458,850</b>	<b>475,224</b>	<b>475,224</b>	<b>467,177</b>	<b>8,327</b>

## RECREATION & ARENA



**FY18 EMPLOYEE POSITIONS AND SALARY BY DEPARTMENT-RECREATION DEPARTMENT**

\* Salary and Benefits Allocated Between Departments

Name	Title	Salary	Longevity	Education Incentive	Holiday Pay	Early Report	Stipend	Total	Salary Allocation	BiWkly Hours	FTE
<b>Recreation</b>											
Bowlen	Recreation/Arena Director *	77,257	510	0	0	0	0	77,767	85%	NA	0.85
Krans	Recreation/Arena Asst Director*	61,999	176	0	0	0	0	62,175	88%	NA	0.88
Ward	Secretary II *	38,720	340	0	0	0	0	39,060	85%	75	0.85
Jacobs	Recreation Supervisor	58,626	550	0	0	0	0	59,176	100%	NA	1.00
Trepanier, S	Arena Supervisor *	12,278	127	0	0	0	0	12,405	23%	NA	0.23
Trepanier, R	Arena Attendent *	8,401	92	0	0	0	0	8,493	23%	80	0.23
<b>Subtotal Full Time</b>		<b>257,280</b>	<b>1,795</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>259,076</b>			
Edgerly	Program Coordinator *	23,296	62	0	0	0	0	23,358	62%	64	0.56
	Rec Attendants & Student Superviso	26,815		0	0	0	0	26,815	100%		
	Various Programs	48,350		0	0	0	0	48,350	100%		
<b>Subtotal Part Time Admin Staff</b>		<b>98,461</b>	<b>62</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>98,523</b>			
<b>Parks &amp; Playgrounds</b>	Summer Camp Councilors	70,500		0	0	0	0	70,500	100%		
<b>Subtotal Part Time Parks &amp; Playgrounds</b>		<b>70,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>70,500</b>			
<b>Pools</b>	Certified Pool Operators-Lifeguards	54,450		0	0	0	0	54,450	100%		
<b>Subtotal Part Time Pools</b>		<b>54,450</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>54,450</b>			
<b>Subtotal ALL Part Time</b>		<b>223,411</b>	<b>62</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>				
<b>Total Recreation</b>		<b>\$480,691</b>	<b>\$1,858</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$482,549</b>			<b>4.60</b>

EMPLOYEE POSITIONS BY DEPARTMENT

CITY OF ROCHESTER

FY 18 PROPOSED BUDGET

## OVERVIEW

Rochester Recreation & Arena is committed to providing programs, services and facilities that promote a healthy lifestyle and foster meaningful community connections.

The Department of Recreation and Arena is responsible for the administration and programming for all City sponsored recreation programs and facilities. The department administers and operates two separate budgetary divisions: the General Fund Recreation Department and the Enterprise Fund Arena Department.

The Department of Recreation & Arena meets monthly with the Recreation & Arena Commission, which provides advisory support to the department in the development and evaluation of programs, setting goals / objectives, working with the adopted Master Plan, as well as other department related business.

The Recreation budget consists of three (3) budget components: Recreation Administration, Recreation Summer Camps and Recreation Pools.

## REVENUE ASSUMPTIONS

Recreation revenues are expected to remain consistent with FY17. A variety of low to no cost programs are offered to all age groups. Program fees are developed to help offset costs associated with them, while maintaining accessibility and affordability to the general community.

## EXPENDITURES

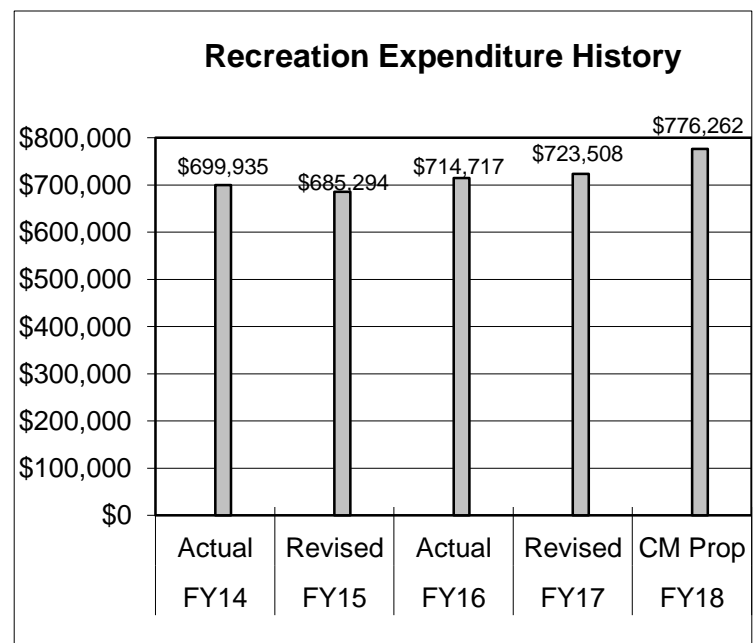
Recreation expenditure request for FY18 was developed as directed.

The Recreation Department administers its budget to balance offerings for as many citizens as possible with a quality experience.

## PERFORMANCE OBJECTIVES

Performance objectives for FY18 continue to align with the department goals laid out in the Recreation Master Plan.

- Continue to integrate new registration and scheduling software into daily practices.
- Document organization practices and procedures through initiation of standard department guidelines.
- Develop a process to explore adjustments to current program and activities fees.

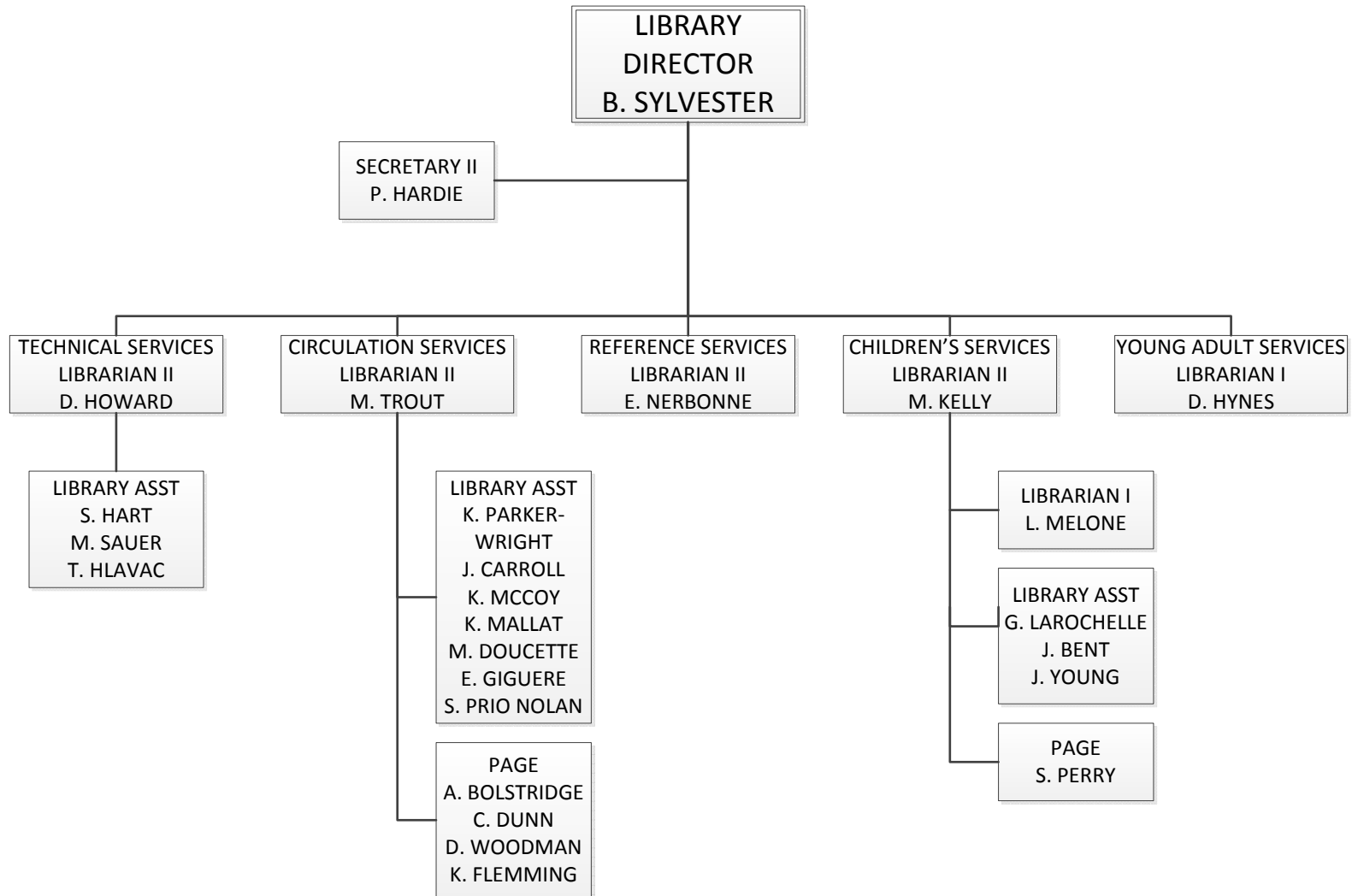


**RECREATION  
EXPENDITURES BY ACCOUNT**

	<b>FY 16 ACTUAL</b>	<b>FY 17 REVISED</b>	<b>FY 18 DRAFT</b>	<b>FY 18 DEPT REQ</b>	<b>FY 18 CM PROP</b>	<b>\$ CHANGE</b>
<b><u>PERSONNEL - SALARIES</u></b>						
511001 SALARIES - FULL TIME	246,616	253,398	258,526	258,526	257,280	3,882
511002 SALARIES - PART TIME	188,038	184,890	223,473	195,473	223,411	38,521
513001 OVERTIME - REGULAR	1,615	1,500	501	501	501	(999)
516000 LONGEVITY	1,584	1,883	550	550	1,858	(25)
<b>TOTAL PERSONNEL - SALARIES</b>	<b>437,852</b>	<b>441,671</b>	<b>483,050</b>	<b>455,050</b>	<b>483,050</b>	<b>41,379</b>
<b><u>PERSONNEL - BENEFITS</u></b>						
521100 HEALTH	69,458	70,575	76,476	76,476	64,658	(5,917)
521200 DENTAL	810	804	634	634	634	(170)
521300 LIFE	439	202	465	465	465	263
522000 SOCIAL SECURITY	32,903	32,191	35,550	33,408	35,550	3,359
523000 RETIREMENT	28,677	28,413	29,485	29,485	29,485	1,072
526000 WORKERS' COMPENSATION	8,032	8,819	9,334	9,334	9,334	515
528001 IPT	2,596	1,726	2,780	2,780	2,780	1,054
<b>TOTAL PERSONNEL - BENEFITS</b>	<b>142,915</b>	<b>142,730</b>	<b>154,724</b>	<b>152,582</b>	<b>142,906</b>	<b>176</b>
<b><u>TECH/PROF SERVICES</u></b>						
532001 STAFF DEVELOPMENT	3,665	5,600	5,655	5,260	5,655	55
533000 OTHER PROF SERVICES	8,352	10,580	12,425	11,675	12,425	1,845
<b>TOTAL TECH/PROF SERVICES</b>	<b>12,017</b>	<b>16,180</b>	<b>18,080</b>	<b>16,935</b>	<b>18,080</b>	<b>1,900</b>
<b><u>PROPERTY SERVICES</u></b>						
541100 WATER & SEWERAGE	4,040	4,000	4,040	4,040	4,040	40
543002 EQUIPMENT MAINTENANCE	1,280	2,650	2,800	2,800	2,800	150
544000 RENTALS	70,000	70,000	70,000	70,000	70,000	0
544500 LEASE COPIER/PRINTERS	3,116	3,500	3,535	3,535	3,535	35
<b>TOTAL PROPERTY SERVICES</b>	<b>78,436</b>	<b>80,150</b>	<b>80,375</b>	<b>80,375</b>	<b>80,375</b>	<b>225</b>
<b><u>ADMINISTRATIVE COSTS</u></b>						
552001 FLEET INSURANCE	145	303	171	171	171	(132)
552002 PROPERTY INSURANCE	0	1,916	0	0	0	(1,916)
552003 GENERAL LIABILITY	2,438	2,727	2,604	2,604	2,604	(123)
553000 COMMUNICATIONS	5,596	4,890	4,945	4,945	4,945	55
553400 POSTAGE FEES	235	100	100	100	100	0
558000 TRAVEL	2,261	2,400	2,425	2,425	2,425	25
<b>TOTAL ADMINISTRATIVE COSTS</b>	<b>10,675</b>	<b>12,336</b>	<b>10,245</b>	<b>10,245</b>	<b>10,245</b>	<b>(2,091)</b>
<b><u>MATERIALS &amp; SUPPLIES</u></b>						

RECREATION EXPENDITURES BY ACCOUNT						
	FY 16 ACTUAL	FY 17 REVISED	FY 18 DRAFT	FY 18 DEPT REQ	FY 18 CM PROP	\$ CHANGE
561000 GENERAL SUPPLIES	5,241	2,780	2,810	2,825	2,825	45
561002 BUILDING MAINTENANCE SUPPLIE	1,496	0	1,000	500	1,000	1,000
561003 OFFICE SUPPLIES	1,598	2,500	2,525	2,525	2,525	25
561009 TRAINING MATERIAL AND SUPPLIE	613	2,000	2,020	1,505	2,020	20
562200 ELECTRICITY	9,709	7,501	7,751	7,751	7,751	250
562600 VEHICLE FUEL	289	750	760	760	760	10
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>18,944</b>	<b>15,531</b>	<b>16,866</b>	<b>15,866</b>	<b>16,881</b>	<b>1,350</b>
<b><u>PROPERTY/FIXED ASSET</u></b>						
573401 ADMIN EQUIPMENT	0	0	505	505	505	505
573900 OTHER EQUIPMENT	792	500	0	0	0	(500)
<b>TOTAL PROPERTY/FIXED ASSET</b>	<b>792</b>	<b>500</b>	<b>505</b>	<b>505</b>	<b>505</b>	<b>5</b>
<b><u>OTHER GOODS/SERVICES</u></b>						
581000 DUES AND FEES	1,184	1,050	1,060	1,060	1,060	10
589007 CITY WIDE PROGRAMS	11,902	13,360	23,160	15,160	23,160	9,800
<b>TOTAL OTHER GOODS/SERVICES</b>	<b>13,086</b>	<b>14,410</b>	<b>24,220</b>	<b>16,220</b>	<b>24,220</b>	<b>9,810</b>
<b>TOTAL RECREATION</b>	<b>714,717</b>	<b>723,508</b>	<b>788,065</b>	<b>747,778</b>	<b>776,262</b>	<b>52,754</b>

# LIBRARY



**FY18 EMPLOYEE POSITIONS AND SALARY BY DEPARTMENT-LIBRARY**

\* Salary and Benefits Allocated Between Departments

Name	Title	Salary	Longevity	Education Incentive	Holiday Pay	Early Report	Stipend	Total	Salary Allocation	BiWkly Hours	FTE
<b>Library</b>											
Sylvester	Library Director	75,665	325	0	0	0	0	75,990	100%	NA	1.00
Kelly	Librarian II	58,896	600	0	0	0	0	59,496	100%	70	1.00
Smith	Librarian II	44,499	550	0	0	0	0	45,049	100%	70	1.00
Trout	Librarian II	49,450	550	0	0	0	0	50,000	100%	70	1.00
Nerbonne	Librarian II	46,028	325	0	0	0	0	46,353	100%	70	1.00
Hynes	Librarian I	46,793	550	0	0	0	0	47,343	100%	70	1.00
Melone	Librarian I	41,751	325	0	0	0	0	42,076	100%	70	1.00
Hart	Library Asst. I	36,109	400	0	0	0	0	36,509	100%	70	1.00
Parker-Wright	Library Asst. I	32,797	550	0	0	0	0	33,347	100%	70	1.00
	Substitutes	6,000		0	0	0	0	6,000	100%		
	Upgrade Librian I	7,100						7,100			
<b>Subtotal Full Time</b>		<b>445,088</b>	<b>4,175</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>449,263</b>			
Hardie	Secretary II	22,537	325	0	0	0	0	22,862	100%	40	0.57
Carroll	Library Asst. I	22,321	400	0	0	0	0	22,721	100%	50	0.72
Doucette	Library Asst. I	22,269	325	0	0	0	0	22,594	100%	50	0.57
Fogg	Library Asst. I	17,129	0	0	0	0	0	17,129	100%	40	0.57
Goodwin	Library Asst. I	21,892	0	0	0	0	0	21,892	100%	50	0.72
Lang	Library Asst. I	17,129	0	0	0	0	0	17,129	100%	40	0.57
Mallat	Library Asst. I	23,114	325	0	0	0	0	23,439	100%	50	0.72
McCoy	Library Asst. I	24,089	400	0	0	0	0	24,489	100%	50	0.72
Mcmath-Hlavac	Library Asst. I	23,361	325	0	0	0	0	23,686	100%	50	0.72
Paquette	Library Asst. I	17,774	0	0	0	0	0	17,774	100%	40	0.57
Piro Nolan	Library Asst. I	17,805	325	0	0	0	0	18,130	100%	40	0.57
Sauer	Library Asst. I	24,830	400	0	0	0	0	25,230	100%	50	0.72
Avery	Page	10,632	0	0	0	0	0	10,632	100%	30	0.42
Woodman	Page	5,913	0	0	0	0	0	5,913	100%	20	0.29
Ehmett	Page	7,933	0	0	0	0	0	7,933	100%	30	0.42
Ratte	Page	7,910	0	0	0	0	0	7,910	100%	30	0.42
Vacant	Page	7,910	0	0	0	0	0	7,910	100%	30	0.42
<b>Subtotal Part Time</b>		<b>294,548</b>	<b>2,825</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>297,373</b>			
<b>Total Library</b>		<b>\$739,636</b>	<b>\$7,200</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>746,636</b>			<b>18.71</b>

EMPLOYEE POSITIONS BY DEPARTMENT

CITY OF ROCHESTER

FY 18 PROPOSED BUDGET

## OVERVIEW

The Mission of the Rochester Public Library is to provide residents of its community access to resources that support lifelong learning, literacy, and personal cultural enrichment.

## FACTS ABOUT THE LIBRARY

The Rochester Public Library is open to the public 2,971 hours per year and makes content and services available 24/7 at [www.rpl.lib.nh.us](http://www.rpl.lib.nh.us). The Library offers print and digital access to books, audio books, music, television series, movies, magazines, newspapers, and more. The Library also offers children's and adult programs, and partners with community groups to display local artwork.

## LIBRARY USE STATISTICS

In 2016 Library users checked out or downloaded roughly 800 items every day we are open, for a total annual circulation of 238,518. An average of 430 visitors passes through the Library each day.

24% of our total circulation was for children's items, and this year's summer reading program drew 373 kids to read a combined total of 7,003 books.

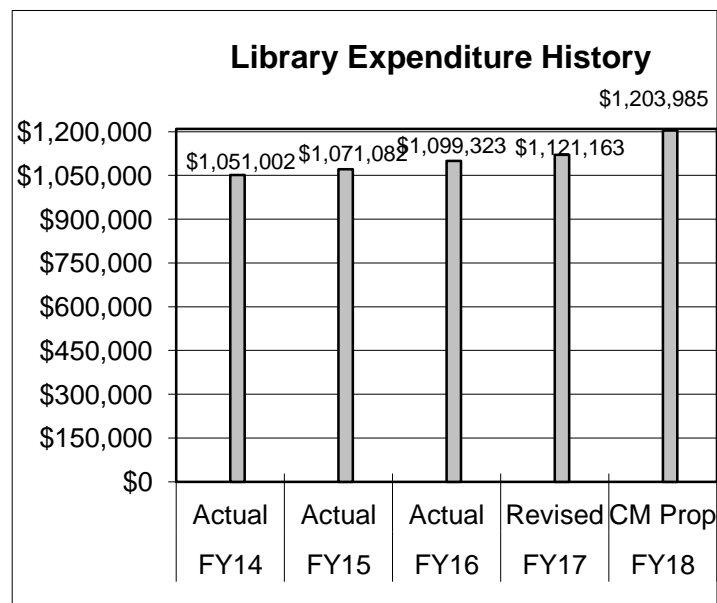
Through the Library's website, Library patrons downloaded 23,917 eBooks and audio books, an increase of nearly 60 percent over last year.

The Library offered 168 programs to the public, with 3,379 people attending. The two meeting rooms were used 771 times by large and small community groups.

## PERFORMANCE OBJECTIVES

In the 2018 fiscal year the Library will strive to:

- Focus on community outreach and rebuilding the Friends of the Library.
- Build partnerships with local non-profits.
- Market the availability of downloadable and streaming content.



**LIBRARY  
EXPENDITURES BY ACCOUNT**

	<b>FY 16 ACTUAL</b>	<b>FY 17 REVISED</b>	<b>FY 18 DRAFT</b>	<b>FY 18 DEPT REQ</b>	<b>FY 18 CM PROP</b>	<b>\$ CHANGE</b>
<b><u>PERSONNEL - SALARIES</u></b>						
511001 SALARIES - FULL TIME	405,594	422,595	437,988	437,988	445,088	22,493
511002 SALARIES - PART TIME	277,117	262,792	294,548	294,548	294,548	31,756
511099 SALARIES - ADJUSTMENT	778	0	0	808	808	808
516000 LONGEVITY	5,925	7,000	7,200	7,200	7,200	200
<b>TOTAL PERSONNEL - SALARIES</b>	<b>689,415</b>	<b>692,387</b>	<b>739,736</b>	<b>740,544</b>	<b>747,644</b>	<b>55,257</b>
<b><u>PERSONNEL - BENEFITS</u></b>						
521100 HEALTH	81,302	79,985	98,000	98,000	103,863	23,878
521200 DENTAL	2,049	2,051	250	250	250	(1,801)
521300 LIFE	706	345	786	786	786	441
522000 SOCIAL SECURITY	52,762	50,944	55,106	55,168	55,712	4,768
523000 RETIREMENT	48,179	47,674	50,281	50,373	51,181	3,507
526000 WORKERS' COMPENSATION	1,140	1,252	1,326	1,326	1,326	74
528001 IPT	4,261	2,876	4,677	4,677	4,703	1,827
<b>TOTAL PERSONNEL - BENEFITS</b>	<b>190,400</b>	<b>185,127</b>	<b>210,426</b>	<b>210,580</b>	<b>217,821</b>	<b>32,694</b>
<b><u>TECH/PROF SERVICES</u></b>						
532001 STAFF DEVELOPMENT	930	646	1,000	1,000	1,000	354
533015 OVERDUE COLLECTION SVCS	0	0	0	0	3,600	3,600
534002 CATALOG CARD SERVICE	6,191	6,960	7,215	7,215	7,215	255
534003 SOFTWARE MAINT/LIC	1,918	23,183	11,880	11,880	11,880	(11,303)
534010 ELECTRONIC SERVICES	18,093	24,650	24,731	24,731	24,731	81
<b>TOTAL TECH/PROF SERVICES</b>	<b>27,131</b>	<b>55,439</b>	<b>44,826</b>	<b>44,826</b>	<b>48,426</b>	<b>(7,013)</b>
<b><u>PROPERTY SERVICES</u></b>						
541100 WATER & SEWERAGE	1,940	2,050	2,050	2,050	2,050	0
543002 EQUIPMENT MAINTENANCE	23,573	26,052	24,552	24,552	24,552	(1,500)
544500 LEASE COPIER/PRINTERS	5,544	5,921	7,785	7,785	7,785	1,864
<b>TOTAL PROPERTY SERVICES</b>	<b>31,057</b>	<b>34,023</b>	<b>34,387</b>	<b>34,387</b>	<b>34,387</b>	<b>364</b>
<b><u>ADMINISTRATIVE COSTS</u></b>						
552002 PROPERTY INSURANCE	3,028	2,918	3,418	3,418	3,418	500
552003 GENERAL LIABILITY	3,938	4,384	4,206	4,206	4,206	(178)
553000 COMMUNICATIONS	3,502	3,608	3,950	3,450	3,450	(158)
553400 POSTAGE FEES	2,145	3,500	3,500	3,500	3,500	0
555000 PRINTING AND BINDING	393	480	1,000	1,000	1,000	520
558000 TRAVEL	2,206	1,700	1,700	1,700	1,700	0

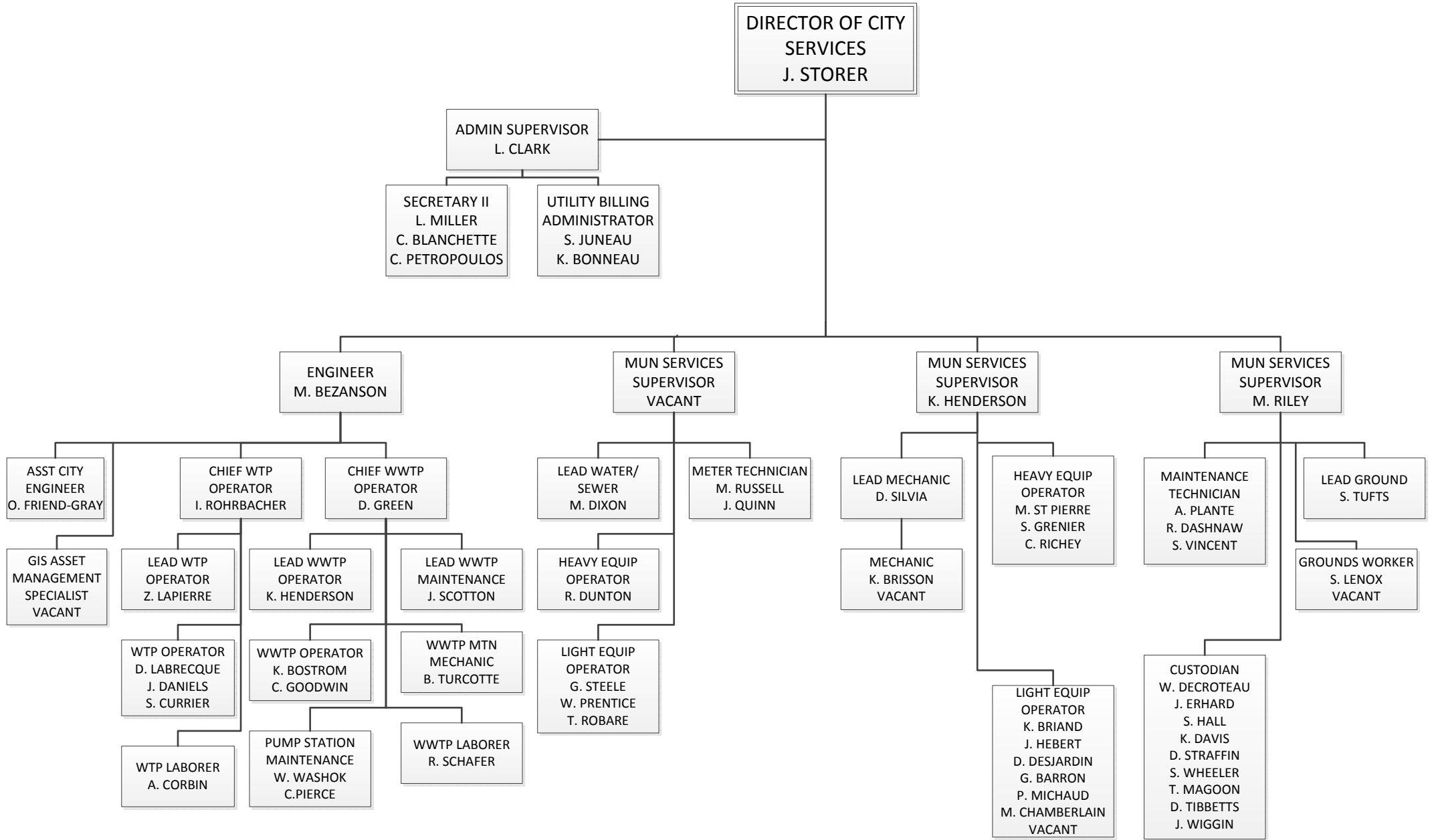
LIBRARY EXPENDITURES BY ACCOUNT						
	FY 16 ACTUAL	FY 17 REVISED	FY 18 DRAFT	FY 18 DEPT REQ	FY 18 CM PROP	\$ CHANGE
<b>TOTAL ADMINISTRATIVE COSTS</b>	<b>15,212</b>	<b>16,590</b>	<b>17,774</b>	<b>17,274</b>	<b>17,274</b>	<b>684</b>
<b><u>MATERIALS &amp; SUPPLIES</u></b>						
561003 OFFICE SUPPLIES	4,343	5,500	5,500	5,500	5,500	0
561026 PROCESSING SUPPLIES	10,392	13,000	13,000	13,000	13,000	0
561027 CHILDREN'S SUPPLIES	1,912	2,000	2,000	2,000	2,000	0
561028 PERIODICALS	9,024	9,064	9,064	0	0	(9,064)
561029 MICROFORMS	174	600	600	600	600	0
561030 RECORDINGS	0	0	0	0	0	0
562200 ELECTRICITY	31,489	27,899	27,899	27,899	27,899	0
562400 HEATING FUEL	11,636	10,400	10,816	10,816	10,816	416
564100 BOOKS & OTHER PRINTED MEDIA	0	0	0	0	0	0
564200 COLLECTION DEVELOPMENT	64,626	58,668	58,668	67,752	67,752	9,084
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>133,595</b>	<b>127,131</b>	<b>127,547</b>	<b>127,567</b>	<b>127,567</b>	<b>436</b>
<b><u>PROPERTY/FIXED ASSET</u></b>						
573900 OTHER EQUIPMENT	6,696	2,100	2,100	2,100	2,100	0
<b>TOTAL PROPERTY/FIXED ASSET</b>	<b>6,696</b>	<b>2,100</b>	<b>2,100</b>	<b>2,100</b>	<b>2,100</b>	<b>0</b>
<b><u>OTHER GOODS/SERVICES</u></b>						
581000 DUES AND FEES	1,158	1,666	1,416	1,416	1,416	(250)
581100 DONATIONS	75	1,000	1,000	1,000	1,000	0
589028 SPECIAL EVENTS	4,584	5,700	5,850	6,350	6,350	650
<b>TOTAL OTHER GOODS/SERVICES</b>	<b>5,817</b>	<b>8,366</b>	<b>8,266</b>	<b>8,766</b>	<b>8,766</b>	<b>400</b>
<b>TOTAL LIBRARY</b>	<b>1,099,323</b>	<b>1,121,163</b>	<b>1,185,062</b>	<b>1,186,044</b>	<b>1,203,985</b>	<b>82,822</b>

COUNTY TAX EXPENDITURES BY ACCOUNT						
	FY 16 ACTUAL	FY 17 REVISED	FY 18 DRAFT	FY 18 DEPT REQ	FY 18 CM PROP	\$ CHANGE
<b><u>OTHER GOODS/SERVICES</u></b>						
589033 COUNTY TAX	5,980,421	6,133,368	6,308,218	6,308,218	6,308,218	174,850
<b>TOTAL OTHER GOODS/SERVICES</b>	<b>5,980,421</b>	<b>6,133,368</b>	<b>6,308,218</b>	<b>6,308,218</b>	<b>6,308,218</b>	<b>174,850</b>
<b>TOTAL COUNTY TAX</b>	<b>5,980,421</b>	<b>6,133,368</b>	<b>6,308,218</b>	<b>6,308,218</b>	<b>6,308,218</b>	<b>174,850</b>

DEBT SERVICE EXPENDITURES BY ACCOUNT						
	FY 16 ACTUAL	FY 17 REVISED	FY 18 DRAFT	FY 18 DEPT REQ	FY 18 CM PROP	\$ CHANGE
<b><u>OTHER GOODS/SERVICES</u></b>						
583000 INTEREST EXPENSE	867,775	755,118	577,428	577,428	852,730	97,612
583010 INTEREST TIF 205C	293,146	0	0	0	0	0
<b>TOTAL OTHER GOODS/SERVICES</b>	<b>1,160,921</b>	<b>755,118</b>	<b>577,428</b>	<b>577,428</b>	<b>852,730</b>	<b>97,612</b>
<b><u>OTHER TRANSACTIONS</u></b>						
591000 REDEMPTION OF PRINCIPAL	2,976,799	2,676,322	2,636,004	2,636,004	3,237,290	560,968
591010 PRINCIPAL TIF 205C	344,096	0	0	0	0	0
<b>TOTAL OTHER TRANSACTIONS</b>	<b>3,320,895</b>	<b>2,676,322</b>	<b>2,636,004</b>	<b>2,636,004</b>	<b>3,237,290</b>	<b>560,968</b>
<b>TOTAL DEBT SERVICE</b>	<b>4,481,816</b>	<b>3,431,440</b>	<b>3,213,432</b>	<b>3,213,432</b>	<b>4,090,020</b>	<b>658,580</b>

TAX ABATEMENTS EXPENDITURES BY ACCOUNT						
	FY 16 ACTUAL	FY 17 REVISED	FY 18 DRAFT	FY 18 DEPT REQ	FY 18 CM PROP	\$ CHANGE
<b><u>OTHER GOODS/SERVICES</u></b>						
589032 TAX ABATEMENTS	104,705	164,944	92,256	92,256	92,256	(72,688)
<b>TOTAL OTHER GOODS/SERVICES</b>	<b>104,705</b>	<b>164,944</b>	<b>92,256</b>	<b>92,256</b>	<b>92,256</b>	<b>(72,688)</b>
<b>TOTAL TAX ABATEMENTS</b>	<b>104,705</b>	<b>164,944</b>	<b>92,256</b>	<b>92,256</b>	<b>92,256</b>	<b>(72,688)</b>

CIP & OTHER TRANSFERS EXPENDITURES BY ACCOUNT						
	FY 16 ACTUAL	FY 17 REVISED	FY 18 DRAFT	FY 18 DEPT REQ	FY 18 CM PROP	\$ CHANGE
<b><u>OTHER TRANSACTIONS</u></b>						
593003 TRANSFER TO CAPITAL FUND	2,934,422	3,352,136	2,000,000	2,152,900	2,595,400	(756,736)
593009 TRANSFER TO OTHER FUNDS	23,378	0	0	0	0	0
593010 TRANSFER TO ARENA FUND	70,498	0	0	0	0	0
<b>TOTAL OTHER TRANSACTIONS</b>	<b>3,028,298</b>	<b>3,352,136</b>	<b>2,000,000</b>	<b>2,152,900</b>	<b>2,595,400</b>	<b>(756,736)</b>
<b>TOTAL CIP &amp; OTHER TRANSFERS</b>	<b>3,028,298</b>	<b>3,352,136</b>	<b>2,000,000</b>	<b>2,152,900</b>	<b>2,595,400</b>	<b>(756,736)</b>



**FY18 EMPLOYEE POSITIONS AND SALARY BY DEPARTMENT-WATER FUND**

\* Salary and Benefits Allocated Between Departments

Name	Title	Salary	Longevity	Education Incentive	Holiday Pay	Early Report	Stipend	Total	Salary Allocation	BiWkly Hours	FTE
<b>Water Dept</b>											
Arsenault	Accountant I	5,948	0	0	0	0	0	5,948	10%	NA	0.10
Bezanson	City Engineer*	29,896	67	0	0	0	0	29,963	33%	NA	0.33
Brisson	PW Mechanic *	15,989	0	0	0	0	0	15,989	33%	80	0.33
Camara	GIS Coordinator	18,601	0	0	0	0	0	18,601	30%	80	0.30
Clark	Office Manager*	22,712	184	0	0	0	0	22,896	33%	80	0.33
Connors	Assistant Finance Director *	11,639	90	0	0	0	0	11,729	15%	NA	0.15
Cox	Dep City Manager/Finance Director*	11,504	33	0	0	0	500	12,037	10%	NA	0.10
Dixon	Lead Water/Sewer*	26,375	0	0	0	0	0	26,375	50%	80	0.50
Dunton	H.E.O.	46,676	0	0	0	0	0	46,676	100%	80	1.00
Fitzpatrick	City Manager	14,406	0	0	0	0	0	14,406	10%	NA	0.10
Friend-Gray	Asst City Engineer*	23,681	0	0	0	0	0	23,681	33%	NA	0.33
Vacant	GIS Asset Management	18,193	134	0	0	0	0	18,327	33%	80	0.33
Gray	Account Clerk II*	4,207	60	0	0	0	0	4,267	10%	70	0.10
Henderson, Ke	Municipal Services Supervisor *	26,017	200	0	0	0	0	26,217	33%	NA	0.33
Hoyt	Human Resource Manager *	7,128	60	0	0	0	0	7,188	10%	NA	0.10
Kelley	Accountant I*	4,750	0	0	0	0	0	4,750	10%	NA	0.04
Miller	Secretary II *	13,430	160	0	0	0	0	13,590	29%	80	0.29
Nau	Municipal Services Supervisor*	30,579	275	0	0	0	0	30,854	50%	NA	0.50
Petropoulos	Secretary I *	10,817	67	0	0	0	0	10,884	33%	70	0.33
Phillips, R	H.E.O.*	16,037	0	0	0	0	0	16,037	33%	80	0.33
Prentice	L.E.O.*	12,980	0	0	0	0	0	12,980	33%	80	0.33
Quinn	Meter Maintenance	38,501	0	0	0	0	0	38,501	100%	80	1.00
Robare	L.E.O.	43,618	0	0	0	0	0	43,618	100%	80	1.00
Russell	Meter Maintenance	32,802	0	0	0	0	0	32,802	100%	80	1.00
Silvia	Lead Mechanic *	19,192	0	0	0	0	0	19,192	33%	80	0.33
Snyder	Account Clerk II*	3,764	55	0	0	0	0	3,819	10%	70	0.10
Steele	L.E.O.	34,840	0	0	0	0	0	34,840	100%	80	1.00
Storer	Director of City Services*	30,553	56	0	0	0	0	30,609	28%	NA	0.28
Sullivan	Senior Accountant*	7,418	40	0	0	0	0	7,458	10%	NA	0.10
Vacant	PW Mechanic *	13,694	0	0	0	0	0	13,694	33%	80	0.33
Corbin	WTP Maintenance	39,708	0	0	0	0	0	39,708	100%	80	1.00
Currier	WTP Operator	43,140	0	0	0	0	0	43,140	100%	80	1.00
Daniels	WTP Operator	39,666	0	0	0	0	0	39,666	100%	80	1.00
Labrecque	WTP Operator	51,688	0	0	0	0	0	51,688	100%	80	1.00
Lapierre	Lead WTP Operator	50,482	0	0	0	0	0	50,482	100%	80	1.00
Rohrbacher	Chief WTP Operator	67,099	200	0	0	0	0	67,299	100%	NA	1.00
Bonneau	Utility Billing Administrator *	16,572	100	0	0	0	0	16,672	50%	70	0.50
Juneau	Utility Billing Administrator *	16,526	163	0	0	0	0	16,689	50%	70	0.50
	Accrued Wages	3,000						3,000	100%		
<b>Total Water Dept</b>		<b>\$923,864</b>	<b>\$1,944</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$500</b>	<b>\$925,308</b>			<b>16.86</b>

EMPLOYEE POSITIONS BY DEPARTMENT

**OVERVIEW**

The Water Division is managed by the Public Works Department as an Enterprise Fund. The Water Fund is financed and operated in a manner similar to a private enterprise fund. The intent is that costs (expenses, including depreciation) of providing drinking water to our customers are recovered through user fees.

The activities of the Water Division include water supply/watershed management and protection, water treatment, water distribution, and utility billing. Other functions that support the Water Division include administration, engineering, utility services (maintenance and repair of collection infrastructure), and vehicle maintenance.

The Water Division produced 693 million gallons of drinking water in FY16, or an average of 1.90 million gallons per day (MGD). The Surface Water Treatment Plant is supplied by water from the Rochester Reservoir, which draws from the Berry River watershed; it has a capacity of 4.5 MGD. The Cocheco Well groundwater supply is a secondary, backup supply with a capacity of 0.8 MGD. The distribution system consists of approximately 125 miles of water mains, three water storage tanks, five water booster stations and approximately 7,500 service connections.

**REVENUE ASSUMPTIONS**

Revenue for this fund is primarily user fees.

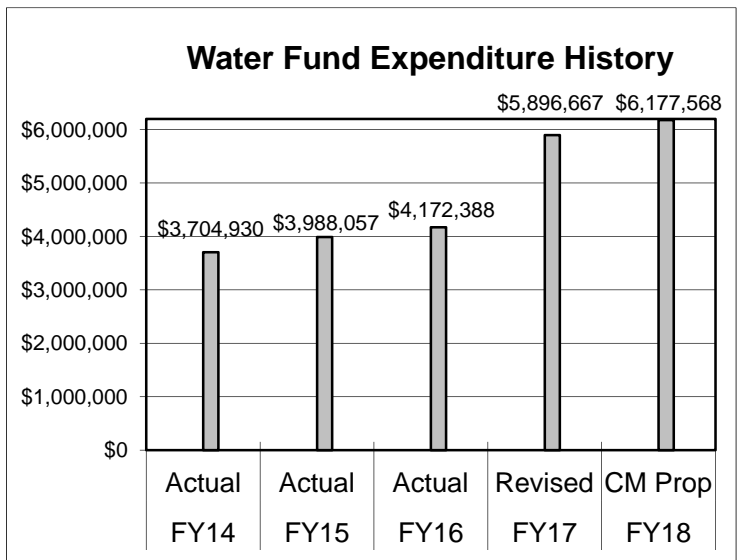
**EXPENDITURES**

Fiscal Year 2017-2018 will see expenditures maintained near Fiscal Year 2016-2017 levels.

**PERFORMANCE OBJECTIVES**

The Water Division will continue to provide water that meets or exceeds all requirements of the federal Safe Drinking Water Act.

The Division will be working on a comprehensive Watershed Management Plan to ensure we continue to protect the high quality of our surface water supply. The Division will also continue exploration of additional sources of water supply, focusing on increasing the impoundment volume within Round Pond; or through additional exploration of both sand & gravel or bedrock aquifers.



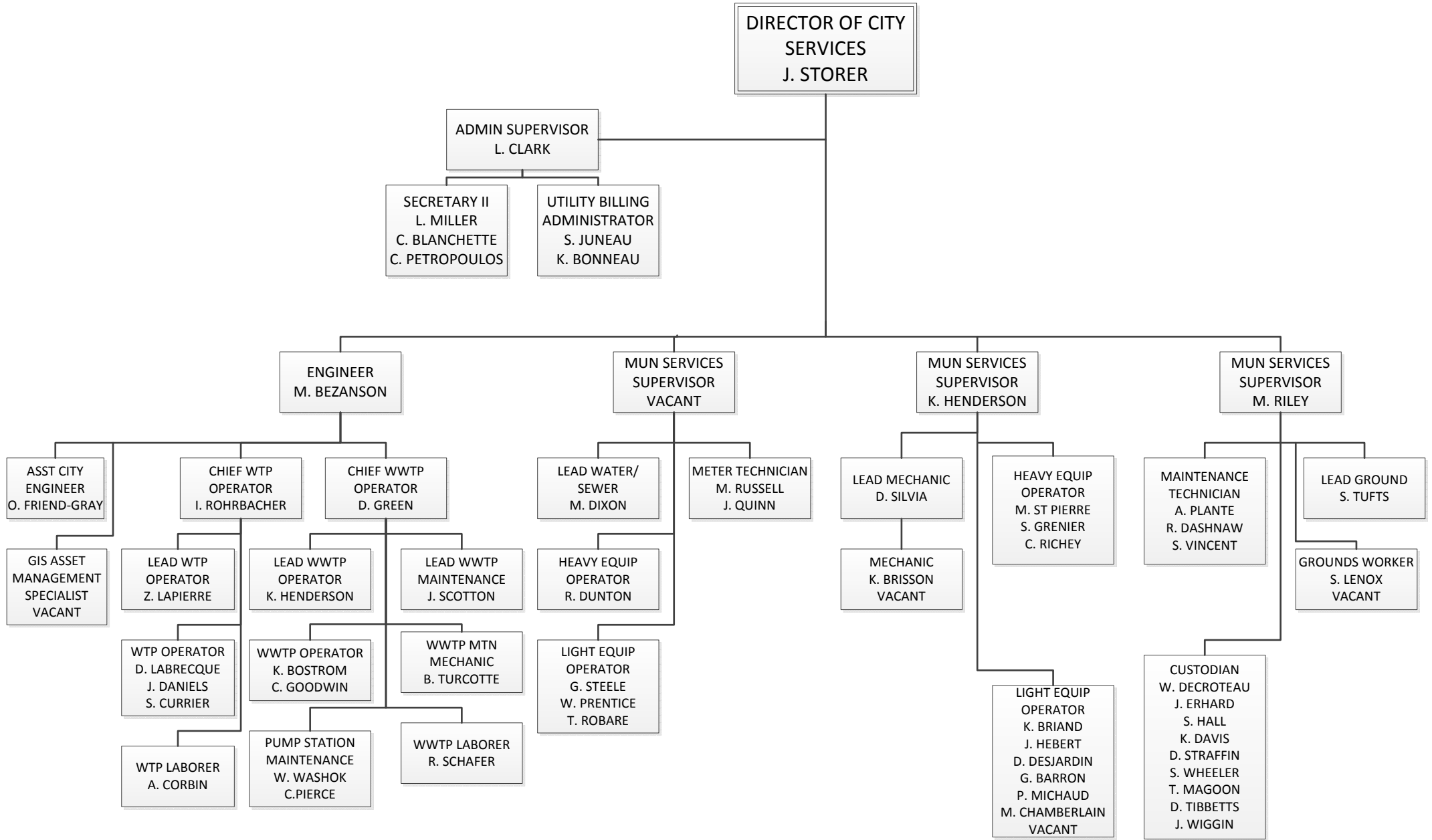
**WATER WORKS  
EXPENDITURES BY ACCOUNT**

	<b>FY 16 ACTUAL</b>	<b>FY 17 REVISED</b>	<b>FY 18 DRAFT</b>	<b>FY 18 DEPT REQ</b>	<b>FY 18 CM PROP</b>	<b>\$ CHANGE</b>
<b><u>PERSONNEL - SALARIES</u></b>						
511001 SALARIES - FULL TIME	827,352	888,247	922,608	922,608	923,864	35,617
511099 SALARIES - ADJUSTMENT	1,224	2,741	0	4,490	4,490	1,749
513001 OVERTIME - REGULAR	58,781	55,000	55,000	55,000	55,000	0
515001 ON CALL	21,297	20,782	20,682	20,682	20,682	(100)
516000 LONGEVITY	1,244	1,756	200	200	1,944	188
519000 TRAVEL ALLOWANCE	308	0	500	500	500	500
<b>TOTAL PERSONNEL - SALARIES</b>	<b>910,206</b>	<b>968,526</b>	<b>998,990</b>	<b>1,003,480</b>	<b>1,006,480</b>	<b>37,954</b>
<b><u>PERSONNEL - BENEFITS</u></b>						
521100 HEALTH	269,126	274,487	325,413	325,413	271,371	(3,116)
521200 DENTAL	4,249	4,441	4,448	4,448	4,448	7
521300 LIFE	1,594	918	1,703	1,703	1,703	785
522000 SOCIAL SECURITY	68,787	70,275	70,994	71,338	71,568	1,293
523000 RETIREMENT	103,423	105,739	111,618	112,129	112,470	6,731
526000 WORKERS' COMPENSATION	29,233	32,098	34,002	34,002	34,002	1,904
528001 IPT	8,386	6,129	9,696	9,696	9,696	3,567
<b>TOTAL PERSONNEL - BENEFITS</b>	<b>484,798</b>	<b>494,087</b>	<b>557,874</b>	<b>558,729</b>	<b>505,258</b>	<b>11,171</b>
<b><u>TECH/PROF SERVICES</u></b>						
532001 STAFF DEVELOPMENT	5,578	5,794	5,794	5,794	5,794	0
532200 CONTRACTED SERVICES	10,507	0	0	0	0	0
533000 OTHER PROF SERVICES	6,573	9,672	19,495	19,495	19,495	9,823
533001 AUDIT	3,655	3,910	3,968	3,968	3,968	58
533002 ENGINEERING SERVICES	13,299	22,800	21,800	21,800	21,800	(1,000)
533004 MEDICAL SERVICES	311	500	500	500	500	0
533006 LABORATORY SERVICES	11,995	30,360	32,877	32,877	32,877	2,517
533009 LEGAL	16,102	0	0	0	0	0
533010 LABOR NEGOTIATIONS	467	1,000	0	0	0	(1,000)
534003 SOFTWARE MAINT/LIC	16,853	23,425	29,817	29,817	32,145	8,720
<b>TOTAL TECH/PROF SERVICES</b>	<b>85,339</b>	<b>97,461</b>	<b>114,251</b>	<b>114,251</b>	<b>116,579</b>	<b>19,118</b>
<b><u>PROPERTY SERVICES</u></b>						
541100 WATER & SEWERAGE	5,941	6,000	6,000	6,000	6,000	0
542300 CUSTODIAL SERVICES	2,252	2,100	2,100	2,100	2,100	0
543000 REPAIR AND MAINTENANCE	38,493	59,763	58,600	58,600	58,600	(1,163)
543001 VEHICLE MAINT & REPAIRS	1,255	1,000	1,000	1,000	1,000	0
543002 EQUIPMENT MAINTENANCE	42,245	68,734	71,004	71,004	71,004	2,270
544200 RENTAL EQUIPMENT	0	410	410	410	410	0
544400 RENTAL COMP/COMM EQUIP	1,800	1,823	0	0	0	(1,823)

**WATER WORKS  
EXPENDITURES BY ACCOUNT**

	<b>FY 16 ACTUAL</b>	<b>FY 17 REVISED</b>	<b>FY 18 DRAFT</b>	<b>FY 18 DEPT REQ</b>	<b>FY 18 CM PROP</b>	<b>\$ CHANGE</b>
544500 LEASE COPIER/PRINTERS	2,040	2,456	2,456	2,456	2,456	0
<b>TOTAL PROPERTY SERVICES</b>	<b>94,026</b>	<b>142,286</b>	<b>141,570</b>	<b>141,570</b>	<b>141,570</b>	<b>(716)</b>
<b><u>ADMINISTRATIVE COSTS</u></b>						
552001 FLEET INSURANCE	2,215	3,029	4,127	4,127	4,127	1,098
552002 PROPERTY INSURANCE	6,556	6,831	7,508	7,508	7,508	677
552003 GENERAL LIABILITY	5,297	5,942	5,657	5,657	5,657	(285)
553000 COMMUNICATIONS	10,669	11,760	11,253	11,253	11,253	(507)
553400 POSTAGE FEES	8,825	8,656	8,656	8,656	8,656	0
554000 ADVERTISING	1,390	1,650	1,650	1,650	1,650	0
555000 PRINTING AND BINDING	1,636	2,249	1,410	1,410	1,410	(839)
556000 TUITION	960	3,150	3,150	3,150	3,150	0
558000 TRAVEL	32	375	375	375	375	0
<b>TOTAL ADMINISTRATIVE COSTS</b>	<b>37,580</b>	<b>43,642</b>	<b>43,786</b>	<b>43,786</b>	<b>43,786</b>	<b>144</b>
<b><u>MATERIALS &amp; SUPPLIES</u></b>						
561001 JANITORIAL SUPPLIES	966	1,000	1,000	1,000	1,000	0
561002 BUILDING MAINTENANCE SUPPLIE	1,951	1,600	1,600	1,600	1,600	0
561003 OFFICE SUPPLIES	3,197	3,351	3,351	3,351	3,351	0
561005 PUBLICATIONS	50	50	50	50	50	0
561008 VEHICLE SUPPLIES	8,600	9,000	9,000	9,000	9,000	0
561010 CLOTHING	10,984	11,300	11,650	11,650	11,650	350
561015 SAFETY EQUIPMENT & TOOLS	9,031	9,050	9,050	9,050	9,050	0
561022 HOT TOP COLD PATCH	5,500	5,500	5,500	5,500	5,500	0
561023 SAND AND GRAVEL	1,690	1,800	1,800	1,800	1,800	0
561031 CHEMICALS	138,109	176,500	187,500	187,500	187,500	11,000
561032 OTHER OPERATIONAL SUPPLIES CO	3,547	3,625	3,625	3,625	3,625	0
561037 LABORATORY SUPPLIES	7,689	8,000	8,000	8,000	8,000	0
561040 EQUIPMENT REPAIR SUPPLIES	29,669	30,000	30,000	30,000	30,000	0
562200 ELECTRICITY	164,385	126,000	126,000	126,000	126,000	0
562400 HEATING FUEL	19,165	34,000	34,000	34,000	34,000	0
562600 VEHICLE FUEL	14,404	21,420	21,420	21,420	21,420	0
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>418,935</b>	<b>442,196</b>	<b>453,546</b>	<b>453,546</b>	<b>453,546</b>	<b>11,350</b>
<b><u>PROPERTY/FIXED ASSET</u></b>						
573401 ADMIN EQUIPMENT	7,902	2,335	2,335	2,335	2,335	0
573900 OTHER EQUIPMENT	28,440	22,400	19,500	19,500	19,500	(2,900)
575100 INVENTORY PURCHASES	0	109,000	109,000	109,000	109,000	0
575200 NEW SERVICES	72,545	0	0	0	0	0

WATER WORKS EXPENDITURES BY ACCOUNT						
	FY 16 ACTUAL	FY 17 REVISED	FY 18 DRAFT	FY 18 DEPT REQ	FY 18 CM PROP	\$ CHANGE
<b>TOTAL PROPERTY/FIXED ASSET</b>	<b>108,886</b>	<b>133,735</b>	<b>130,835</b>	<b>130,835</b>	<b>130,835</b>	<b>(2,900)</b>
<b><u>OTHER GOODS/SERVICES</u></b>						
581000 DUES AND FEES	715	1,020	2,410	2,410	2,410	1,390
583000 INTEREST EXPENSE	517,957	545,886	403,203	403,203	572,610	26,724
584000 CONTINGENCY	0	20,000	20,000	20,000	20,000	0
589001 STATE PERMITS & FEES	2,897	2,750	2,750	2,750	2,750	0
589030 PROP TAXES TO OTH COM	3,751	3,155	3,155	3,155	3,155	0
589031 LIEN DISCHARGE FEES	344	600	600	600	600	0
<b>TOTAL OTHER GOODS/SERVICES</b>	<b>525,664</b>	<b>573,411</b>	<b>432,118</b>	<b>432,118</b>	<b>601,525</b>	<b>28,114</b>
<b><u>OTHER TRANSACTIONS</u></b>						
591000 REDEMPTION OF PRINCIPAL	0	1,429,547	1,337,913	1,337,913	1,728,035	298,488
592001 DEPRECIATION	1,324,954	1,278,950	1,324,954	1,324,954	1,324,954	46,004
593002 TRANSFER TO CAPITAL PROJECTS	157,000	267,826	167,000	65,000	100,000	(167,826)
593008 TRANSFER TO GENERAL FUND	25,000	25,000	25,000	25,000	25,000	0
<b>TOTAL OTHER TRANSACTIONS</b>	<b>1,506,954</b>	<b>3,001,323</b>	<b>2,854,867</b>	<b>2,752,867</b>	<b>3,177,989</b>	<b>176,666</b>
<b>TOTAL WATER WORKS</b>	<b>4,172,388</b>	<b>5,896,667</b>	<b>5,727,837</b>	<b>5,631,182</b>	<b>6,177,568</b>	<b>280,901</b>



**FY18 EMPLOYEE POSITIONS AND SALARY BY DEPARTMENT-SEWER FUND**

\* Salary and Benefits Allocated Between Departments

Name	Title	Salary	Longevity	Education Incentive	Holiday Pay	Early Report	Stipend	Total	Salary Allocation	BiWkly Hours	FTE
<b>Sewer</b>											
Arsenault	Accountant I	5,948	0	0	0	0	0	5,948	10%	NA	0.10
Bezanson	City Engineer*	29,896	67	0	0	0	0	29,963	33%	NA	0.33
Brisson	PW Mechanic *	15,989	0	0	0	0	0	15,989	33%	80	0.33
Camara	GIS Coordinator	18,601	0	0	0	0	0	18,601	30%	80	0.30
Clark	Office Manager*	22,713	184	0	0	0	0	22,897	33%	80	0.33
Connors	Assistant Finance Director *	11,639	90	0	0	0	0	11,729	15%	NA	0.15
Cox	Dep City Manager/Finance Director*	11,540	33	0	0	0	500	12,073	10%	NA	0.10
Dixon	Lead Water/Sewer *	26,375	0	0	0	0	0	26,375	50%	80	0.50
Fitzpatrick	City Manager	14,406	0	0	0	0	0	14,406	10%	NA	0.10
Friend-Gray	Asst City Engineer*	23,682	0	0	0	0	0	23,682	33%	NA	0.33
Gray	Account Clerk II*	4,207	60	0	0	0	0	4,267	10%	70	0.10
Henderson, K	Municipal Services Supervisor *	26,018	200	0	0	0	0	26,218	33%	NA	0.33
Hoyt	Human Resource Manager*	7,128	60	0	0	0	0	7,188	10%	NA	0.10
Kelley	Accountant I*	4,750	0	0	0	0	0	4,750	10%	NA	0.04
Miller	Secretary II *	13,430	160	0	0	0	0	13,590	29%	80	0.29
Nau	Municipal Services Supervisor*	30,577	275	0	0	0	0	30,852	50%	NA	0.50
Petropoulos	Secretary I *	10,818	67	0	0	0	0	10,885	33%	70	0.33
Phillips	H.E.O.*	16,037	0	0	0	0	0	16,037	33%	80	0.33
Prentice	L.E.O.*	12,980	0	0	0	0	0	12,980	33%	80	0.33
Silvia	Lead Mechanic *	19,192	0	0	0	0	0	19,192	33%	80	0.33
Snyder	PR/HR Specialist*	3,764	55	0	0	0	0	3,819	10%	70	0.10
Storer	Director of City Services*	30,553	56	0	0	0	0	30,609	28%	NA	0.28
Sullivan	Senior Accountant*	7,418	40	0	0	0	0	7,458	10%	NA	0.10
VACANT	GIS Asset Management	18,193	134	0	0	0	0	18,327	33%	80	0.33
Bostrom	WWTP Operator	45,844	0	0	0	0	0	45,844	100%	80	1.00
Goodwin	WWTP Operator	50,732	0	0	0	0	0	50,732	100%	80	1.00
Green	Chief WWTP Operator	82,808	600	0	0	0	0	83,408	100%	NA	1.00
Henderson, Kr	Lead WWTP Operator	59,759	0	0	0	0	0	59,759	100%	80	1.00
Pierce	Sewer Maintenance	35,922	0	0	0	0	0	35,922	100%	80	1.00
Schafer	WWTP Mtn Mechanic	31,263	0	0	0	0	0	31,263	100%	80	1.00
Scotton	WWTP Lead Maintenance	60,528	0	0	0	0	0	60,528	100%	80	1.00
Turcotte	WWTP Laborer	44,367	0	0	0	0	0	44,367	100%	80	1.00
VACANT	PW Mechanic *	13,694	0	0	0	0	0	13,694	33%	80	0.33
Washok	Sewer Maintenance	48,111	0	0	0	0	0	48,111	100%	80	1.00
Bonneau	Utility Billing Administrator *	16,572	100	0	0	0	0	16,672	50%	70	0.50
Juneau	Utility Billing Administrator *	16,526	163	0	0	0	0	16,689	50%	70	0.50
	Accrued Wages	3,000						3,000			
							-				
<b>Total Sewer Dept</b>		<b>\$894,985</b>	<b>\$2,344</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$897,829</b>			<b>16.41</b>

EMPLOYEE POSITIONS BY DEPARTMENT

CITY OF ROCHESTER

FY 18 PROPOSED BUDGET

**OVERVIEW**

The Sewer Division is managed by the Public Works Department as an Enterprise Fund. The Sewer Fund is financed and operated in a manner similar to a private enterprise fund. The intent is that costs (expenses, including depreciation) of collecting and treating wastewater for our customers are recovered through user fees.

The activities of the Sewer Division include wastewater collection, treatment, and utility billing. Other functions that support the Sewer Division include administration, engineering, utility services (maintenance and repair of collection infrastructure), and vehicle maintenance.

The Sewer Division's Wastewater Treatment Facility (WWTF), located at 175 Pickering Road, is dedicated to treating the wastewater that flows into the facility from Rochester, East Rochester and Gonic, and to delivering a clean, clear, and safe effluent into the Cocheco River.

The present day advanced Wastewater Treatment Facility is designed to treat an average flow of 5.0 million gallons per day (MGD) with a peak design flow of 16 MGD. In FY2016 the plant treated 1.12 billion gallons total, which reflected an average daily volume of 3.07 MGD. The City operates under a 1997 National Pollution Discharge Elimination System (NPDES) Permit issued by the U.S. Environmental Protection Agency. The permit expired in 2002 and the City is awaiting a new permit from EPA. A treatment optimization strategy remains in place to try and limit seasonal nitrogen limits to less than 8 mg/L during the summer.

**REVENUE ASSUMPTIONS**

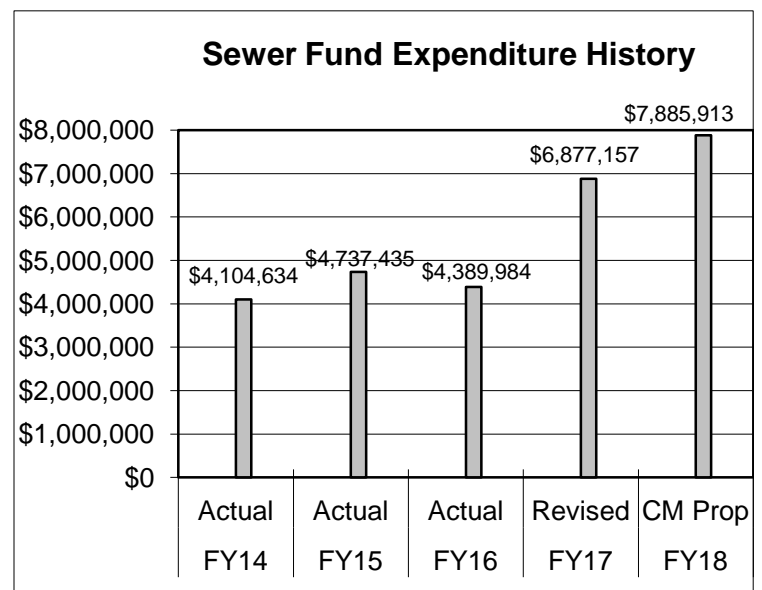
Revenue for this fund is primarily user fees. Disposal fees collected from septage haulers contribute a small portion of revenue.

**EXPENDITURES**

Fiscal Year 2017-2018 will see expenditures maintained near Fiscal Year 2016-2017 levels. The biggest issue facing the Sewer Division is a new NPDES Discharge Permit. Potential limits for nitrogen and phosphorous could necessitate significant capital improvements to meet required discharge limits. The WWTF has an ongoing \$7 million project to construct a sludge dewatering facility to enable the treatment lagoons to remain functional.

**PERFORMANCE OBJECTIVES**

The Sewer Division will continue optimization of its WWTF to help control phosphorus and nitrogen discharge levels. Optimization may help defer significant upgrades. The Division will continue to support the Great Bay Municipal Coalition for a responsible approach to environmental issues in the watershed.



**SEWER WORKS  
EXPENDITURES BY ACCOUNT**

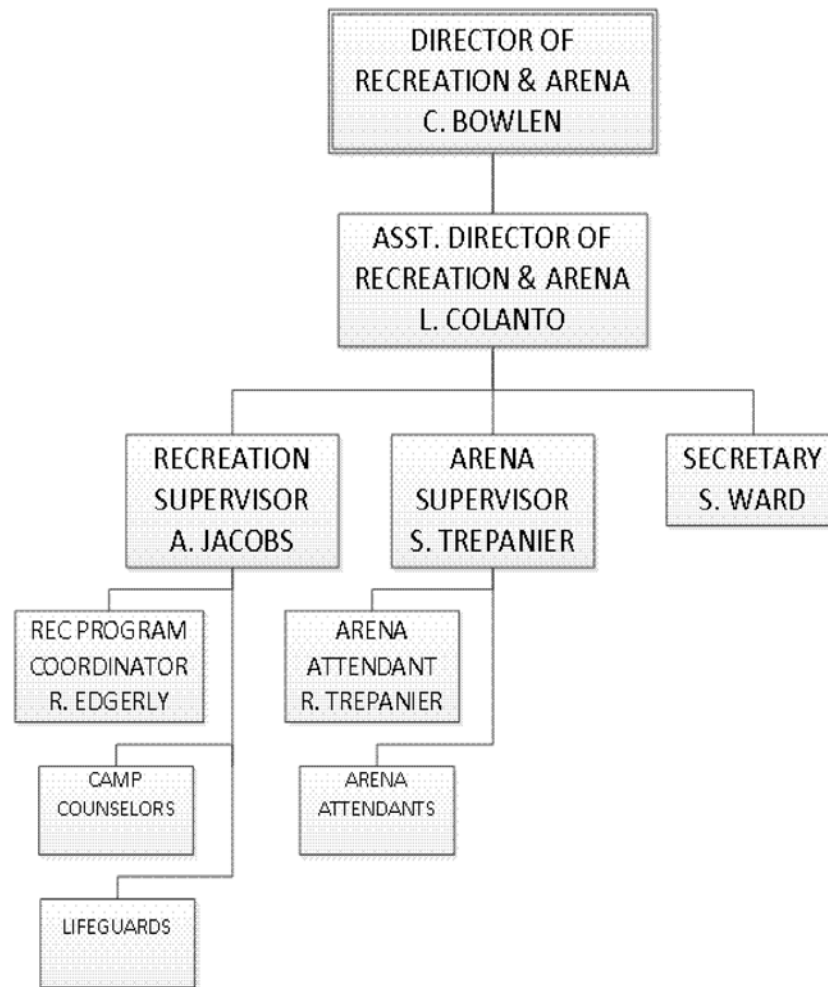
	<b>FY 16 ACTUAL</b>	<b>FY 17 REVISED</b>	<b>FY 18 DRAFT</b>	<b>FY 18 DEPT REQ</b>	<b>FY 18 CM PROP</b>	<b>\$ CHANGE</b>
<b><u>PERSONNEL - SALARIES</u></b>						
511001 SALARIES - FULL TIME	782,410	856,463	893,729	893,729	894,985	38,522
511099 SALARIES - ADJUSTMENT	1,224	2,741	0	4,490	4,490	1,749
513001 OVERTIME - REGULAR	31,458	40,600	40,600	40,600	40,600	0
515001 ON CALL	34,788	33,935	33,935	33,935	33,935	0
516000 LONGEVITY	1,844	2,156	600	600	2,344	188
519000 TRAVEL ALLOWANCE	308	0	500	500	500	500
<b>TOTAL PERSONNEL - SALARIES</b>	<b>852,032</b>	<b>935,895</b>	<b>969,364</b>	<b>973,854</b>	<b>976,854</b>	<b>40,959</b>
<b><u>PERSONNEL - BENEFITS</u></b>						
521100 HEALTH	203,282	205,357	243,500	243,500	206,646	1,289
521200 DENTAL	3,344	3,545	3,892	3,892	3,892	347
521300 LIFE	1,525	899	1,650	1,650	1,650	751
522000 SOCIAL SECURITY	64,631	68,509	69,753	70,097	70,327	1,818
523000 RETIREMENT	95,017	100,935	106,563	107,074	107,415	6,480
526000 WORKERS' COMPENSATION	18,841	20,687	21,914	21,914	21,914	1,227
528001 IPT	7,146	5,325	8,492	8,492	8,492	3,167
<b>TOTAL PERSONNEL - BENEFITS</b>	<b>393,787</b>	<b>405,257</b>	<b>455,764</b>	<b>456,619</b>	<b>420,336</b>	<b>15,079</b>
<b><u>TECH/PROF SERVICES</u></b>						
532001 STAFF DEVELOPMENT	4,232	6,344	6,344	6,344	6,344	0
532200 CONTRACTED SERVICES	10,507	0	0	0	0	0
533000 OTHER PROF SERVICES	76,702	128,614	117,632	117,632	117,632	(10,982)
533001 AUDIT	3,655	3,910	3,968	3,968	3,968	58
533004 MEDICAL SERVICES	311	500	500	500	500	0
533006 LABORATORY SERVICES	43,944	119,699	119,699	119,699	119,699	0
533010 LABOR NEGOTIATIONS	467	1,000	0	0	0	(1,000)
534003 SOFTWARE MAINT/LIC	29,955	19,016	22,917	22,917	25,245	6,229
534009 INDUSTRIAL PRETREAT SERV	16,383	32,755	32,755	32,755	32,755	0
<b>TOTAL TECH/PROF SERVICES</b>	<b>186,156</b>	<b>311,838</b>	<b>303,815</b>	<b>303,815</b>	<b>306,143</b>	<b>(5,695)</b>
<b><u>PROPERTY SERVICES</u></b>						
542300 CUSTODIAL SERVICES	2,252	2,000	2,000	2,000	2,000	0
543000 REPAIR AND MAINTENANCE	42,762	91,107	91,107	91,107	91,107	0
543001 VEHICLE MAINT & REPAIRS	2,700	2,500	2,500	2,500	2,500	0
543002 EQUIPMENT MAINTENANCE	86,803	126,689	125,507	125,507	125,507	(1,182)
544200 RENTAL EQUIPMENT	335	400	400	400	400	0
544400 RENTAL COMP/COMM EQUIP	1,800	2,352	0	0	0	(2,352)
544500 LEASE COPIER/PRINTERS	2,737	3,452	3,452	3,452	3,452	0

**SEWER WORKS  
EXPENDITURES BY ACCOUNT**

	<b>FY 16 ACTUAL</b>	<b>FY 17 REVISED</b>	<b>FY 18 DRAFT</b>	<b>FY 18 DEPT REQ</b>	<b>FY 18 CM PROP</b>	<b>\$ CHANGE</b>
<b>TOTAL PROPERTY SERVICES</b>	<b>139,390</b>	<b>228,500</b>	<b>224,966</b>	<b>224,966</b>	<b>224,966</b>	<b>(3,534)</b>
<b><u>ADMINISTRATIVE COSTS</u></b>						
552001 FLEET INSURANCE	5,166	4,241	9,330	9,330	9,330	5,089
552002 PROPERTY INSURANCE	10,062	10,211	11,358	11,358	11,358	1,147
552003 GENERAL LIABILITY	5,035	5,677	5,378	5,378	5,378	(299)
553000 COMMUNICATIONS	10,782	10,844	10,844	10,844	10,844	0
553400 POSTAGE FEES	8,791	8,756	8,756	8,756	8,756	0
554000 ADVERTISING	735	735	735	735	735	0
555000 PRINTING AND BINDING	1,733	1,989	1,989	1,989	1,989	0
556000 TUITION	960	6,900	3,150	3,150	3,150	(3,750)
558000 TRAVEL	147	875	875	875	875	0
559000 MISC PURCHASED SERVICES	15,000	15,500	7,750	7,750	7,750	(7,750)
<b>TOTAL ADMINISTRATIVE COSTS</b>	<b>58,413</b>	<b>65,728</b>	<b>60,165</b>	<b>60,165</b>	<b>60,165</b>	<b>(5,563)</b>
<b><u>MATERIALS &amp; SUPPLIES</u></b>						
561001 JANITORIAL SUPPLIES	1,409	1,500	1,500	1,500	1,500	0
561002 BUILDING MAINTENANCE SUPPLIE	7,045	7,450	7,450	7,450	7,450	0
561003 OFFICE SUPPLIES	2,602	3,648	3,648	3,648	3,648	0
561005 PUBLICATIONS	32	32	32	32	32	0
561008 VEHICLE SUPPLIES	13,093	13,500	13,500	13,500	13,500	0
561009 TRAINING MATERIAL AND SUPPLIE	36	250	250	250	250	0
561010 CLOTHING	10,399	14,640	14,640	14,640	14,640	0
561015 SAFETY EQUIPMENT & TOOLS	8,548	12,100	12,100	12,100	12,100	0
561022 HOT TOP COLD PATCH	5,500	5,500	5,500	5,500	5,500	0
561023 SAND AND GRAVEL	1,540	1,650	1,650	1,650	1,650	0
561031 CHEMICALS	82,752	327,286	347,134	347,134	347,134	19,848
561032 OTHER OPERATIONAL SUPPLIES CO	569	600	600	600	600	0
561037 LABORATORY SUPPLIES	18,862	28,057	28,057	28,057	28,057	0
561040 EQUIPMENT REPAIR SUPPLIES	98,440	87,570	99,948	99,948	99,948	12,378
562200 ELECTRICITY	409,766	375,000	375,000	375,000	375,000	0
562400 HEATING FUEL	22,068	43,000	43,000	43,000	43,000	0
562600 VEHICLE FUEL	26,392	41,000	41,000	41,000	41,000	0
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>709,053</b>	<b>962,783</b>	<b>995,009</b>	<b>995,009</b>	<b>995,009</b>	<b>32,226</b>
<b><u>PROPERTY/FIXED ASSET</u></b>						
571000 LAND&IMPROVEMENT	4,285	0	0	0	0	0
573401 ADMIN EQUIPMENT	6,047	2,535	1,635	1,635	1,635	(900)
573900 OTHER EQUIPMENT	20,328	27,675	21,775	21,775	21,775	(5,900)
575050 CAPITALIZE CONST INTEREST	198	0	0	0	0	0

SEWER WORKS EXPENDITURES BY ACCOUNT						
	FY 16 ACTUAL	FY 17 REVISED	FY 18 DRAFT	FY 18 DEPT REQ	FY 18 CM PROP	\$ CHANGE
575100 INVENTORY PURCHASES	0	12,500	12,500	12,500	12,500	0
<b>TOTAL PROPERTY/FIXED ASSET</b>	<b>30,859</b>	<b>42,710</b>	<b>35,910</b>	<b>35,910</b>	<b>35,910</b>	<b>(6,800)</b>
<b><u>OTHER GOODS/SERVICES</u></b>						
581000 DUES AND FEES	346	1,090	1,090	1,090	1,090	0
583000 INTEREST EXPENSE	492,093	481,493	393,476	393,476	629,373	147,880
584000 CONTINGENCY	0	10,258	15,000	15,000	15,000	4,742
589001 STATE PERMITS & FEES	1,513	1,650	1,650	1,650	1,650	0
589034 ABATEMENTS/REFUNDS	960	4,742	0	0	0	(4,742)
<b>TOTAL OTHER GOODS/SERVICES</b>	<b>494,912</b>	<b>499,233</b>	<b>411,216</b>	<b>411,216</b>	<b>647,113</b>	<b>147,880</b>
<b><u>OTHER TRANSACTIONS</u></b>						
591000 REDEMPTION OF PRINCIPAL	0	2,026,656	1,981,925	1,981,925	2,562,534	535,878
592001 DEPRECIATION	1,342,383	1,230,057	1,342,383	1,342,383	1,342,383	112,326
593002 TRANSFER TO CAPITAL PROJECTS	158,000	143,500	0	289,500	289,500	146,000
593008 TRANSFER TO GENERAL FUND	25,000	25,000	25,000	25,000	25,000	0
<b>TOTAL OTHER TRANSACTIONS</b>	<b>1,525,383</b>	<b>3,425,213</b>	<b>3,349,308</b>	<b>3,638,808</b>	<b>4,219,417</b>	<b>794,204</b>
<b>TOTAL SEWER WORKS</b>	<b>4,389,984</b>	<b>6,877,157</b>	<b>6,805,517</b>	<b>7,100,362</b>	<b>7,885,913</b>	<b>1,008,756</b>

## RECREATION & ARENA



**FY18 EMPLOYEE POSITIONS AND SALARY BY DEPARTMENT-ARENA**

\* Salary and Benefits Allocated Between Departments

Name	Title	Salary	Longevity	Education Incentive	Holiday Pay	Early Report	Stipend	Total	Salary Allocation	BiWkly Hours	FTE
<b>Ice Arena</b>											
Bowlen	Recreation/Arena Director *	13,634	90	0	0	0	0	13,724	15%	NA	0.15
Krans	Recreation/Arena Asst Director*	8,455	24	0	0	0	0	8,479	12%	NA	0.12
Ward	Secretary II*	6,833	60	0	0	0	0	6,893	15%	75	0.15
Trepanier, S	Arena Supervisor*	41,103	424	0	0	0	0	41,527	77%	NA	0.77
Trepanier, R	Arena Attendent*	28,125	308	0	0	0	0	28,433	77%	80	0.77
	Accrued Wages	750						750			
<b>Subtotal Full Time</b>		<b>98,900</b>	<b>906</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>99,807</b>			
Edgerly	Program Coordinator *	14,278	38	0	0	0	0	14,316	30%	64	0.35
	Part Time Seasonal Attendants	37,500		0	0	0	0	37,500	100%		
<b>Subtotal Part Time</b>		<b>51,778</b>	<b>38</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>51,816</b>			
<b>Total Ice Arena</b>		<b>\$150,678</b>	<b>\$944</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>151,622</b>			<b>2.31</b>

EMPLOYEE POSITIONS BY DEPARTMENT

CITY OF ROCHESTER

FY 18 PROPOSED BUDGET

## OVERVIEW

Rochester Recreation & Arena is committed to providing programs, services and facilities that promote a healthy lifestyle and foster meaningful community connections.

The Department of Recreation & Arena is responsible for the administration and programming for all City sponsored recreation programs and facilities. The department administers and operates two separate budgetary divisions: the General Fund Recreation Department and the Enterprise Fund Arena Department.

The Department of Recreation & Arena meets monthly with the Recreation & Arena Commission, which provides advisory support to the department in the development and evaluation of programs, setting goals / objectives, working with the adopted Master Plan, as well as other department related business.

The Arena budget is considered an Enterprise Fund within the City.

## REVENUE ASSUMPTIONS

The sale of ice contracts remains the largest revenue generator for the Rochester Arena. The growth of non-contracted recreational programming and community events at the arena reinforce it as a multipurpose facility.

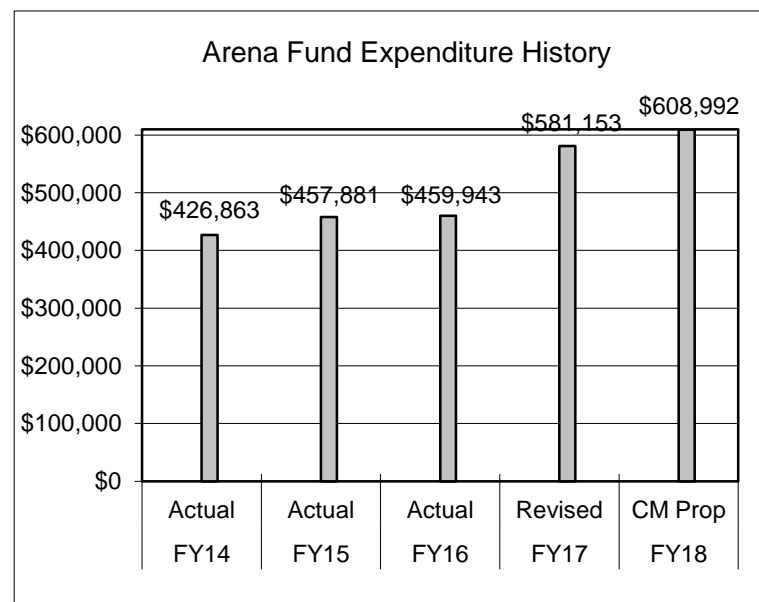
## EXPENDITURES

Arena expenditure request for FY18 was developed as directed. The arena budget is analyzed strategically to control expense but still meet the needs of the community and the multipurpose facility.

## PERFORMANCE OBJECTIVES

Performance objectives for FY18 continue to align with the department goals laid out in the Recreation Master Plan.

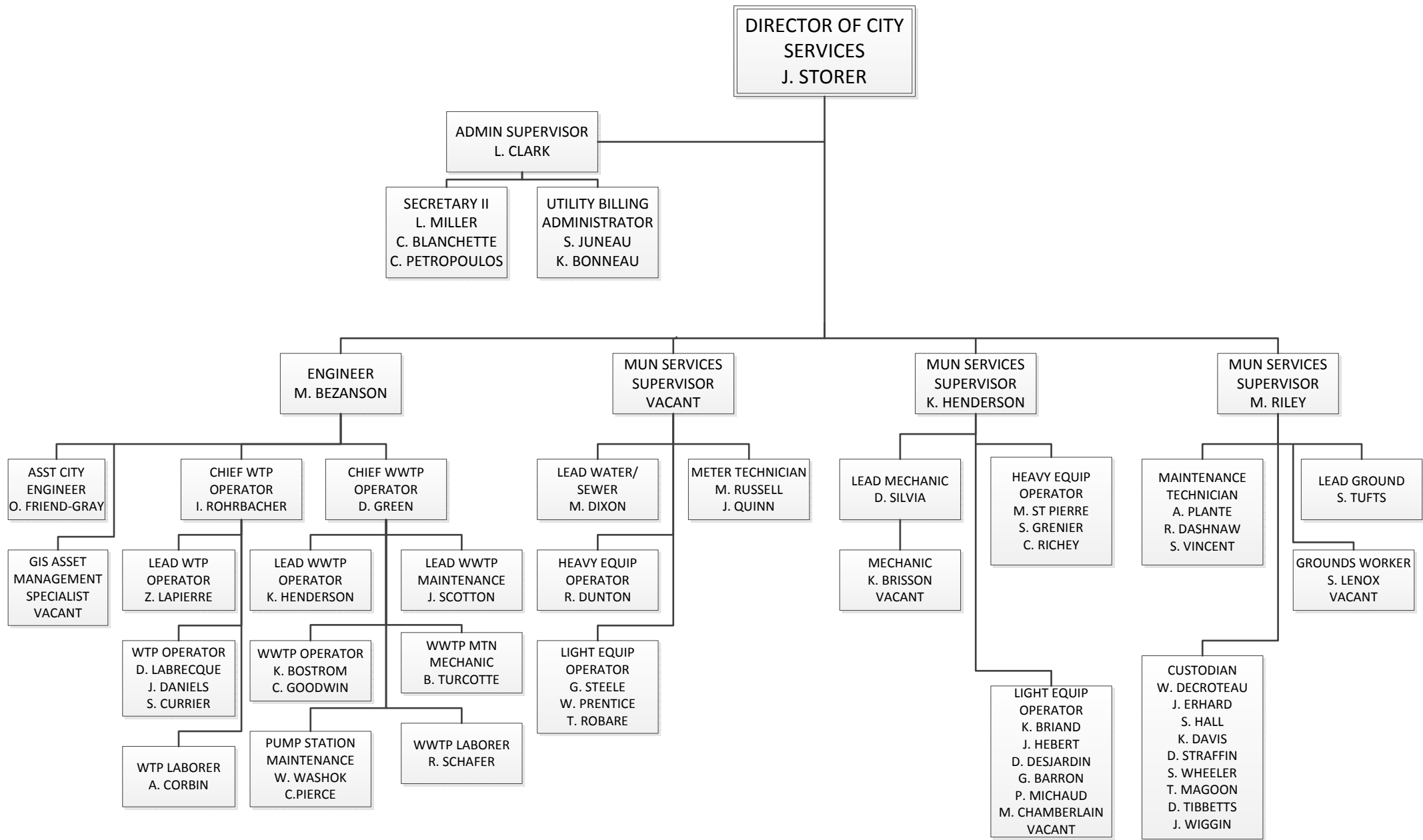
- Continue long range Capital Improvement Projects.
- Continue research of parking solutions and explore land acquisition.
- Complete office space and relocation of department headquarters.
- Continue to enhance programming space and diversify its uses.



**ARENA  
EXPENDITURES BY ACCOUNT**

	<b>FY 16 ACTUAL</b>	<b>FY 17 REVISED</b>	<b>FY 18 DRAFT</b>	<b>FY 18 DEPT REQ</b>	<b>FY 18 CM PROP</b>	<b>\$ CHANGE</b>
<b><u>PERSONNEL - SALARIES</u></b>						
511001 SALARIES - FULL TIME	92,534	95,097	99,056	99,056	98,900	3,803
511002 SALARIES - PART TIME	45,717	49,355	51,816	51,816	51,778	2,423
513001 OVERTIME - REGULAR	164	750	750	750	750	0
516000 LONGEVITY	766	918	0	0	944	26
<b>TOTAL PERSONNEL - SALARIES</b>	<b>139,180</b>	<b>146,120</b>	<b>151,622</b>	<b>151,622</b>	<b>152,372</b>	<b>6,252</b>
<b><u>PERSONNEL - BENEFITS</u></b>						
521100 HEALTH	34,738	34,710	40,403	40,403	34,173	(537)
521200 DENTAL	490	497	468	468	468	(29)
521300 LIFE	167	79	180	180	180	101
522000 SOCIAL SECURITY	10,326	10,424	11,090	11,090	11,147	723
523000 RETIREMENT	10,928	10,778	11,274	11,274	11,274	496
526000 WORKERS' COMPENSATION	4,919	5,401	5,721	5,721	5,721	320
528001 IPT	985	660	1,067	1,067	1,067	407
<b>TOTAL PERSONNEL - BENEFITS</b>	<b>62,552</b>	<b>62,549</b>	<b>70,203</b>	<b>70,203</b>	<b>64,030</b>	<b>1,481</b>
<b><u>TECH/PROF SERVICES</u></b>						
532001 STAFF DEVELOPMENT	0	0	100	100	100	100
532200 CONTRACTED SERVICES	3,686	7,350	1,365	1,365	1,365	(5,985)
533000 OTHER PROF SERVICES	0	0	0	0	0	0
533001 AUDIT	1,271	1,450	1,380	1,380	1,380	(70)
533010 LABOR NEGOTIATIONS	58	0	0	0	0	0
534003 SOFTWARE MAINT/LIC	2,389	4,902	5,311	5,311	5,893	991
<b>TOTAL TECH/PROF SERVICES</b>	<b>7,404</b>	<b>13,702</b>	<b>8,156</b>	<b>8,156</b>	<b>8,738</b>	<b>(4,964)</b>
<b><u>PROPERTY SERVICES</u></b>						
541100 WATER & SEWERAGE	4,502	5,500	5,555	5,555	5,555	55
541901 HVAC SERVICE CONTRACT	14,614	16,000	16,500	16,500	16,500	500
543000 REPAIR AND MAINTENANCE	2,640	3,500	3,535	3,535	3,535	35
543002 EQUIPMENT MAINTENANCE	1,753	2,000	2,020	2,020	2,020	20
544500 LEASE COPIER/PRINTERS	601	700	710	710	710	10
<b>TOTAL PROPERTY SERVICES</b>	<b>24,111</b>	<b>27,700</b>	<b>28,320</b>	<b>28,320</b>	<b>28,320</b>	<b>620</b>
<b><u>ADMINISTRATIVE COSTS</u></b>						
552001 FLEET INSURANCE	145	303	171	171	171	(132)
552002 PROPERTY INSURANCE	2,342	2,579	2,689	2,689	2,689	110
552003 GENERAL LIABILITY	815	890	870	870	870	(20)
553000 COMMUNICATIONS	2,232	2,245	2,270	2,270	2,270	25
553400 POSTAGE FEES	0	100	100	100	100	0

ARENA EXPENDITURES BY ACCOUNT						
	FY 16 ACTUAL	FY 17 REVISED	FY 18 DRAFT	FY 18 DEPT REQ	FY 18 CM PROP	\$ CHANGE
554000 ADVERTISING	0	0	100	100	100	100
<b>TOTAL ADMINISTRATIVE COSTS</b>	<b>5,534</b>	<b>6,117</b>	<b>6,200</b>	<b>6,200</b>	<b>6,200</b>	<b>83</b>
<b><u>MATERIALS &amp; SUPPLIES</u></b>						
561001 JANITORIAL SUPPLIES	804	1,000	1,010	1,010	1,010	10
561002 BUILDING MAINTENANCE SUPPLIE	4,850	6,500	6,565	6,565	6,565	65
561003 OFFICE SUPPLIES	710	500	500	500	500	0
561010 CLOTHING	550	500	500	500	500	0
561015 SAFETY EQUIPMENT & TOOLS	0	0	500	500	500	500
561036 ZAMBONI PARTS	3,708	3,000	3,100	3,100	3,100	100
562200 ELECTRICITY	72,153	68,500	69,200	69,200	69,200	700
562400 HEATING FUEL	23,855	19,200	21,450	21,450	21,450	2,250
562600 VEHICLE FUEL	411	1,000	1,000	1,000	1,000	0
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>107,039</b>	<b>100,200</b>	<b>103,825</b>	<b>103,825</b>	<b>103,825</b>	<b>3,625</b>
<b><u>PROPERTY/FIXED ASSET</u></b>						
573401 ADMIN EQUIPMENT	0	300	0	0	0	(300)
573900 OTHER EQUIPMENT	0	0	7,500	0	7,500	7,500
<b>TOTAL PROPERTY/FIXED ASSET</b>	<b>0</b>	<b>300</b>	<b>7,500</b>	<b>0</b>	<b>7,500</b>	<b>7,200</b>
<b><u>OTHER GOODS/SERVICES</u></b>						
581000 DUES AND FEES	579	375	380	380	380	5
583000 INTEREST EXPENSE	35,998	33,415	29,378	29,378	33,518	103
584000 CONTINGENCY	0	320	4,500	4,500	4,500	4,180
589028 SPECIAL EVENTS	7,314	8,500	8,585	8,585	8,585	85
589040 DASHER BOARD ADVERTISING EXP	3,044	4,500	4,545	4,545	4,545	45
589050 PRO SHOP EXPENSE	572	2,250	2,275	2,275	2,275	25
589051 PRO SHOP REIMBURSEMENT	0	0	0	0	0	0
<b>TOTAL OTHER GOODS/SERVICES</b>	<b>47,506</b>	<b>49,360</b>	<b>49,663</b>	<b>49,663</b>	<b>53,803</b>	<b>4,443</b>
<b><u>OTHER TRANSACTIONS</u></b>						
591000 REDEMPTION OF PRINCIPAL	0	100,405	100,405	100,405	109,204	8,799
592001 DEPRECIATION	61,616	75,000	75,000	75,000	75,000	0
593002 TRANSFER TO CAPITAL PROJECTS	5,000	0	0	0	0	0
<b>TOTAL OTHER TRANSACTIONS</b>	<b>66,616</b>	<b>175,405</b>	<b>175,405</b>	<b>175,405</b>	<b>184,204</b>	<b>8,799</b>
<b>TOTAL ARENA</b>	<b>459,943</b>	<b>581,453</b>	<b>600,894</b>	<b>593,394</b>	<b>608,992</b>	<b>27,539</b>



**FY18 EMPLOYEE POSITIONS AND SALARY BY DEPARTMENT-COMMUNITY CENTER**

\* Salary and Benefits Allocated Between Departments

Name	Title	Salary	Longevity	Education Incentive	Holiday Pay	Early Report	Stipend	Total	Salary Allocation	BiWkly Hours	FTE
<b>Community Center</b>											
Storer	Director of City Services*	12,003	22	0	0	0	-	12,025	11%	NA	0.11
Miller	Secretary II *	2,779	33	0	0	0		2,812	6%	80	0.06
Blanchette	Secretary II *	15,935	100	0	0	0		16,035	50%	70	0.50
Riley	Municipal Services Supervisor*	31,429	0	0	0	0		31,429	40%	NA	0.40
Plante	Maintenance Tech *	16,466	0	0	0	0		16,466	40%	80	0.40
Dashnaw	Maintenance Tech *	17,381	0	0	0	0		17,381	40%	80	0.40
Vincent	Maintenance Tech *	36,941	0	0	0	0		36,941	100%	80	1.00
Davis	Custodian	37,794	0	0	0	0		37,794	100%	80	1.00
Erhard	Custodian	42,037	0	0	0	0		42,037	100%	80	1.00
Decroteau	Custodian	35,319	0	0	0	0		35,319	100%	80	1.00
Tufts	Lead Grounds Laborer *	8,499	0	0	0	0		8,499	20%	80	0.20
	Accrued Wages	800						800			
<b>Subtotal Full Time</b>		<b>257,384</b>	<b>155</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>257,539</b>			
Magoon	Custodian	12,738		0	0	0	-	12,738	100%	32	0.40
<b>Subtotal Part Time</b>		<b>12,738</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>12,738</b>			
<b>Total Community Center</b>		<b>\$270,122</b>	<b>\$155</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>-</b>	<b>270,277</b>			<b>6.47</b>

EMPLOYEE POSITIONS BY DEPARTMENT

CITY OF ROCHESTER

FY 18 PROPOSED BUDGET

**OVERVIEW**

The Community Center is a special revenue fund managed by the Buildings and Grounds Division of the Public Works Department. The fund is financed and operated in a manner similar to a private enterprise fund. The intent is that costs (expenses, including depreciation) of the building are recovered through rental fees from the building's tenants.

Current tenants include New Hampshire Department of Health and Human Services (NHDHHS), City of Rochester School Department, Recreation and Arena Department, Economic Development Department, Strafford County Community Action, Strafford Regional Planning Commission, Crosspoint Church, Williams Driving School, and a variety of social service agencies.

**REVENUE ASSUMPTIONS**

Revenue for this fund is primarily from rental fees. One item of concern is that revenues continue to be less than expenditures requiring a transfer from retained earnings to cover expenses. NHDHHS is the largest tenant; there was a recent 2% increase bringing their annual lease to \$280,755.

The FY18 Budget includes a reduction in lease revenue from Recreation & Arena from \$60,000 in FY17 to only \$35,000 in FY18.

The State of New Hampshire is reviewing their business model for providing services by NHDHHS. Their current lease extension was slated to expire December 2016, but was extended 20 months out through August 2018. The extension included a 2% cost escalator. DHHS staff indicated they will be issuing a Request for Proposals late in calendar year 2017 to secure long-term office space beyond August 2018.

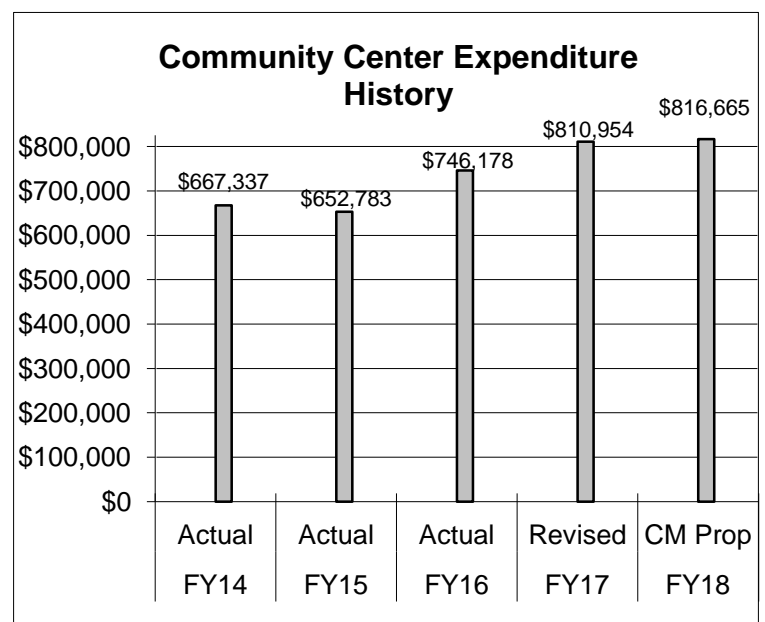
**EXPENDITURES**

Fiscal Year 2017-2018 will see expenditures maintained near Fiscal Year 2016-2017 levels.

**PERFORMANCE OBJECTIVES**

Maximize tenant and visitor satisfaction by addressing deferred maintenance items and improving the overall cleanliness and appearance of the facility.

Tenant satisfaction will help ensure the facility maintains full occupancy. The overall appearance will be improved by ongoing maintenance; and with additional training and oversight for janitorial and support staff.



**COMMUNITY CENTER  
EXPENDITURES BY ACCOUNT**

	<b>FY 15 ACTUAL</b>	<b>FY 17 REVISED</b>	<b>FY 18 DRAFT</b>	<b>FY 18 DEPT REQ</b>	<b>FY 18 CM PROP</b>	<b>\$ CHANGE</b>
<b><u>PERSONNEL - SALARIES</u></b>						
511001 SALARIES - FULL TIME	222,049	248,108	234,574	234,574	257,384	9,276
511002 SALARIES - PART TIME	11,610	12,406	12,738	12,738	12,738	332
511099 SALARIES - ADJUSTMENT	0	825	0	792	792	(33)
513001 OVERTIME - REGULAR	5,868	8,620	8,620	8,620	8,620	0
515001 ON CALL	6,961	6,744	6,744	6,744	6,744	0
516000 LONGEVITY	24	33	0	0	155	122
<b>TOTAL PERSONNEL - SALARIES</b>	<b>246,512</b>	<b>276,736</b>	<b>262,676</b>	<b>263,468</b>	<b>286,433</b>	<b>9,697</b>
<b><u>PERSONNEL - BENEFITS</u></b>						
521100 HEALTH	57,835	55,601	58,370	58,370	58,713	3,112
521200 DENTAL	1,026	1,042	1,125	1,125	1,240	198
521300 LIFE	384	200	429	429	639	439
522000 SOCIAL SECURITY	19,246	20,532	19,253	19,314	20,961	429
523000 RETIREMENT	26,418	28,761	27,679	27,770	30,383	1,622
526000 WORKERS' COMPENSATION	6,394	7,021	7,437	7,437	7,437	416
528001 IPT	2,272	1,747	2,483	2,483	2,722	975
<b>TOTAL PERSONNEL - BENEFITS</b>	<b>113,575</b>	<b>114,904</b>	<b>116,776</b>	<b>116,928</b>	<b>122,095</b>	<b>7,191</b>
<b><u>TECH/PROF SERVICES</u></b>						
532001 STAFF DEVELOPMENT	686	1,350	1,350	1,350	1,350	0
532200 CONTRACTED SERVICES	1,513	0	0	0	0	0
533010 LABOR NEGOTIATIONS	134	1,000	0	0	0	(1,000)
534003 SOFTWARE MAINT/LIC	6,280	6,971	7,289	7,289	7,871	900
<b>TOTAL TECH/PROF SERVICES</b>	<b>8,613</b>	<b>9,321</b>	<b>8,639</b>	<b>8,639</b>	<b>9,221</b>	<b>(100)</b>
<b><u>PROPERTY SERVICES</u></b>						
541100 WATER & SEWERAGE	12,315	17,000	17,000	17,000	17,000	0
541901 HVAC SERVICE CONTRACT	30,987	32,140	32,140	32,140	32,140	0
543000 REPAIR AND MAINTENANCE	40,713	43,397	41,897	41,897	41,897	(1,500)
543001 VEHICLE MAINT & REPAIRS	0	750	750	750	750	0
543002 EQUIPMENT MAINTENANCE	0	353	818	818	818	465
544200 RENTAL EQUIPMENT	0	400	400	400	400	0
544500 LEASE COPIER/PRINTERS	696	706	706	706	706	0
<b>TOTAL PROPERTY SERVICES</b>	<b>84,711</b>	<b>94,746</b>	<b>93,711</b>	<b>93,711</b>	<b>93,711</b>	<b>(1,035)</b>
<b><u>ADMINISTRATIVE COSTS</u></b>						
552001 FLEET INSURANCE	1,281	1,242	2,219	2,219	2,219	977
552002 PROPERTY INSURANCE	12,045	12,212	13,597	13,597	13,597	1,385
552003 GENERAL LIABILITY	1,491	1,782	1,593	1,593	1,593	(189)

**COMMUNITY CENTER  
EXPENDITURES BY ACCOUNT**

	<b>FY 15 ACTUAL</b>	<b>FY 17 REVISED</b>	<b>FY 18 DRAFT</b>	<b>FY 18 DEPT REQ</b>	<b>FY 18 CM PROP</b>	<b>\$ CHANGE</b>
553000 COMMUNICATIONS	3,578	4,520	4,520	4,520	4,520	0
553400 POSTAGE FEES	2	75	75	75	75	0
554000 ADVERTISING	300	300	300	300	300	0
555000 PRINTING AND BINDING	254	254	254	254	254	0
556000 TUITION	0	90	0	0	0	(90)
558000 TRAVEL	0	450	450	450	450	0
<b>TOTAL ADMINISTRATIVE COSTS</b>	<b>18,951</b>	<b>20,925</b>	<b>23,008</b>	<b>23,008</b>	<b>23,008</b>	<b>2,083</b>
<b><u>MATERIALS &amp; SUPPLIES</u></b>						
561001 JANITORIAL SUPPLIES	8,847	11,300	12,800	12,800	12,800	1,500
561002 BUILDING MAINTENANCE SUPPLIE	15,284	17,700	19,700	19,700	19,700	2,000
561003 OFFICE SUPPLIES	476	658	658	658	658	0
561005 PUBLICATIONS	32	32	32	32	32	0
561008 VEHICLE SUPPLIES	3,928	4,000	4,000	4,000	4,000	0
561010 CLOTHING	3,940	4,121	4,121	4,121	4,121	0
561015 SAFETY EQUIPMENT & TOOLS	978	2,448	2,448	2,448	2,448	0
562200 ELECTRICITY	150,179	144,000	144,000	144,000	144,000	0
562400 HEATING FUEL	53,629	65,385	65,385	65,385	65,385	0
562600 VEHICLE FUEL	4,055	7,300	7,300	7,300	7,300	0
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>241,350</b>	<b>256,944</b>	<b>260,444</b>	<b>260,444</b>	<b>260,444</b>	<b>3,500</b>
<b><u>PROPERTY/FIXED ASSET</u></b>						
572000 BUILDINGS	5,800	0	0	0	0	0
573401 ADMIN EQUIPMENT	1,033	1,643	1,643	1,643	1,643	0
573900 OTHER EQUIPMENT	25,394	22,335	6,700	6,700	6,700	(15,635)
<b>TOTAL PROPERTY/FIXED ASSET</b>	<b>32,227</b>	<b>23,978</b>	<b>8,343</b>	<b>8,343</b>	<b>8,343</b>	<b>(15,635)</b>
<b><u>OTHER GOODS/SERVICES</u></b>						
581000 DUES AND FEES	0	50	50	50	50	0
584000 CONTINGENCY	0	13,000	13,000	13,000	13,000	0
589001 STATE PERMITS & FEES	238	350	350	350	350	0
<b>TOTAL OTHER GOODS/SERVICES</b>	<b>238</b>	<b>13,400</b>	<b>13,400</b>	<b>13,400</b>	<b>13,400</b>	<b>0</b>
<b>TOTAL COMMUNITY CENTER</b>	<b>746,178</b>	<b>810,954</b>	<b>786,997</b>	<b>787,941</b>	<b>816,655</b>	<b>5,701</b>

**ECONOMIC DEVELOPMENT FUND  
EXPENDITURES BY ACCOUNT**

	<b>FY 16 ACTUAL</b>	<b>FY 17 REVISED</b>	<b>FY 18 DRAFT</b>	<b>FY 18 DEPT REQ</b>	<b>FY 18 CM PROP</b>	<b>\$ CHANGE</b>
<b><u>TECH/PROF SERVICES</u></b>						
534006 CONSULTING OTHER	36,670	0	0	0	0	0
534007 MARKETING	87,406	0	0	0	0	0
<b>TOTAL TECH/PROF SERVICES</b>	<b>124,076</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b><u>OTHER GOODS/SERVICES</u></b>						
589044 COMMUNITY SERVICES	39,200	0	0	0	0	0
<b>TOTAL OTHER GOODS/SERVICES</b>	<b>39,200</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b><u>OTHER TRANSACTIONS</u></b>						
593003 TRANSFER TO CAPITAL FUND	0	57,934	0	0	0	(57,934)
<b>TOTAL OTHER TRANSACTIONS</b>	<b>0</b>	<b>57,934</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(57,934)</b>
 <b>TOTAL ECONOMIC DEVELOPMENT</b>	 <b>163,276</b>	 <b>57,934</b>	 <b>0</b>	 <b>0</b>	 <b>0</b>	 <b>(57,934)</b>

**FY18 EMPLOYEE POSITIONS AND SALARY BY DEPARTMENT-CDBG GRANT**

\* Salary and Benefits Allocated Between Departments

Name	Title	Salary	Longevity	Education Incentive	Holiday Pay	Early Report	Stipend	Total	Salary Allocation	BiWkly Hours	FTE
<b>Community Development</b>											
Long	CD Specialist*	37,396	156	0	0	0	0	37,552	78%	80	0.79
<i>Subtotal Full Time</i>								37,552			
<b>Total Community Development</b>		<b>\$37,396</b>	<b>\$156</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>-</b>	<b>37,552</b>			<b>0.79</b>

EMPLOYEE POSITIONS BY DEPARTMENT

CITY OF ROCHESTER

FY 18 PROPOSED BUDGET

**COMMUNITY DEVELOPMENT BLOCK GRANT  
EXPENDITURES BY ACCOUNT**

	<b>FY17 CM PROP</b>	<b>FY17 ADOPTED</b>	<b>FY18 DEPT REQ</b>	<b>FY18 CM PROP</b>	<b>\$ CHANGE</b>
<b><u>ADMINISTRATION</u></b>					
511001 SALARIES - FULL TIME	36,363	36,363	36,363	37,396	1,033
516000 LONGEVITY	0	0	0	156	156
521100 HEALTH	2,040	2,040	2,040	1,250	(790)
521200 DENTAL	70	70	70	70	0
521300 LIFE	65	65	65	65	0
522000 SOCIAL SECURITY	2,773	2,773	2,773	2,861	88
523000 RETIREMENT	3,903	3,903	3,903	4,256	353
526000 WORKER'S COMP	95	95	95	95	0
528001 IPT	303	303	303	303	0
532001 STAFF DEVELOPMENT	300	300	300	300	0
533001 AUDIT	500	500	500	144	(356)
552003 GENERAL LIABILITY	273	273	273	200	(73)
553000 COMMUNICATIONS	150	150	150	140	(10)
553400 POSTAGE	75	75	75	75	0
554000 ADVERTISING	700	700	700	500	(200)
558000 TRAVEL	500	500	500	300	(200)
561003 OFFICE SUPPLIES	100	100	100	100	0
<b>TOTAL CDBG ADMINISTRATION</b>	<b>48,210</b>	<b>48,210</b>	<b>48,210</b>	<b>48,210</b>	<b>0</b>
<b><u>PROJECTS</u></b>					
610000 PUBLIC SERVICES	36,158	36,158	36,158	36,158	0
620000 PUBLIC FACILITIES	106,684	106,684	106,684	106,684	0
640000 ECONOMIC DEVELOPMENT	0	0	0	0	0
650000 RESIDENTIAL REHAB	50,000	50,000	50,000	50,000	0
<b>TOTAL CDBG PROJECTS</b>	<b>192,842</b>	<b>192,842</b>	<b>192,842</b>	<b>192,842</b>	<b>0</b>
<b>GRAND TOTAL CDBG</b>	<b>241,052</b>	<b>241,052</b>	<b>241,052</b>	<b>241,052</b>	<b>0</b>

**FY18 EMPLOYEE POSITIONS AND SALARY BY DEPARTMENT-BRIDGING THE GAPS GRANT**

\* Salary and Benefits Allocated Between Departments

Name	Title	Salary	Longevity	Education Incentive	Holiday Pay	Early Report	Stipend	Total	Salary Allocation	BiWkly Hours	FTE
<b><u>Bridging the Gaps</u></b>											
Martuscello	BTG Coordinator	41,995	0	0	0	0	0	41,995	100%	80	1.00
Long	CD Specialist*	3,135	0	0	0	0	0	3,135	7%	80	0.06
<b><i>Subtotal Full Time</i></b>											
Sullivan	Senior Accountant*	3,709	20	0	0	0	0	3,729	5%	NA	0.05
Additional Funds Available for Salaries		5,661						5,661			
<b>Total Bridging the Gaps</b>		<b>\$54,500</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$54,520</b>			<b>1.11</b>

**BRIDGING THE GAPS  
EXPENDITURES BY ACCOUNT**

	<b>FY17 CM PROP</b>	<b>FY17 ADOPTED</b>	<b>FY18 CM DRAFT</b>	<b>FY18 CM PROP</b>	<b>\$ CHANGE</b>
<b><u>ADMINISTRATION</u></b>					
511001 SALARIES - FULL TIME	54,520	54,520	54,520	54,520	0
521100 HEALTH	1,000	1,000	1,000	1,000	0
521200 DENTAL	250	250	250	250	0
521300 LIFE	76	76	76	76	0
522000 SOCIAL SECURITY	4,171	4,171	4,171	4,171	0
523000 RETIREMENT	6,090	6,090	6,090	6,090	0
526000 WORKER'S COMP	35	35	35	35	0
528001 IPT	400	400	400	400	0
532001 STAFF DEVELOPMENT	1,880	1,880	1,880	1,880	0
532200 CONTRACTED SERVICES	23,400	23,400	23,400	23,400	0
533000 OTHER PROF SERVICES	4,175	4,175	4,175	4,175	0
554000 ADVERTISING	1,826	1,826	1,826	1,826	0
555000 PRINTING AND BINDING	2,000	2,000	2,000	2,000	0
558000 TRAVEL	13,439	13,439	13,439	13,439	0
561003 OFFICE SUPPLIES	2,700	2,700	2,700	2,700	0
561032 OTHER OPERATIONAL SUPPLIES	8,440	8,440	8,440	8,440	0
581000 DUES AND FEES	598	598	598	598	0
<b>TOTAL CDBG ADMINISTRATION</b>	<b>125,000</b>	<b>125,000</b>	<b>125,000</b>	<b>125,000</b>	<b>0</b>

**HUD OFFICER  
EXPENDITURES BY ACCOUNT**

	<b>FY 16 ACTUAL</b>	<b>FY 17 REVISED</b>	<b>FY 18 DRAFT</b>	<b>FY 18 DEPT REQ</b>	<b>FY 18 CM PROP</b>	<b>\$ CHANGE</b>
<b><u>PERSONNEL - SALARIES</u></b>						
511001 SALARIES - FULL TIME	5,692	0	0	0	0	0
511002 SALARIES - PART TIME	42,321	58,865	59,377	62,977	62,977	4,112
511004 SALARIES - HOLIDAY PAY	153	0	0	0	0	0
511099 SALARIES - ADJUSTMENT	1,349	0	0	0	0	0
<b>TOTAL PERSONNEL - SALARIES</b>	<b>49,515</b>	<b>58,865</b>	<b>59,377</b>	<b>62,977</b>	<b>62,977</b>	<b>4,112</b>
<b><u>PERSONNEL - BENEFITS</u></b>						
522000 SOCIAL SECURITY	3,788	5,148	4,577	977	977	(4,171)
526000 WORKERS' COMPENSATION	899	987	1,046	1,046	1,046	59
<b>TOTAL PERSONNEL - BENEFITS</b>	<b>4,687</b>	<b>6,135</b>	<b>5,623</b>	<b>2,023</b>	<b>2,023</b>	<b>(4,112)</b>
 <b>TOTAL POLICE</b>	 <b>54,203</b>	 <b>65,000</b>	 <b>65,000</b>	 <b>65,000</b>	 <b>65,000</b>	 <b>0</b>

**ICAC FUND  
EXPENDITURES BY ACCOUNT**

	<b>FY 16 ACTUAL</b>	<b>FY 17 REVISED</b>	<b>FY 18 DRAFT</b>	<b>FY 18 DEPT REQ</b>	<b>FY 18 CM PROP</b>	<b>\$ CHANGE</b>
<b><u>PERSONNEL - SALARIES</u></b>						
513001 OVERTIME - REGULAR	1,110	2,300	2,300	2,300	2,300	0
<b>TOTAL PERSONNEL - SALARIES</b>	<b>1,110</b>	<b>2,300</b>	<b>2,300</b>	<b>2,300</b>	<b>2,300</b>	<b>0</b>
<b><u>PERSONNEL - BENEFITS</u></b>						
522000 SOCIAL SECURITY	11	200	200	200	200	0
523000 RETIREMENT	200	500	500	500	500	0
<b>TOTAL PERSONNEL - BENEFITS</b>	<b>211</b>	<b>700</b>	<b>700</b>	<b>700</b>	<b>700</b>	<b>0</b>
<b><u>TECH/PROF SERVICES</u></b>						
532001 STAFF DEVELOPMENT	0	0	500	500	500	500
<b>TOTAL TECH/PROF SERVICES</b>	<b>0</b>	<b>0</b>	<b>500</b>	<b>500</b>	<b>500</b>	<b>500</b>
<b><u>ADMINISTRATIVE COSTS</u></b>						
558000 TRAVEL	1,027	2,000	1,500	1,500	1,500	(500)
<b>TOTAL ADMINISTRATIVE COSTS</b>	<b>1,027</b>	<b>2,000</b>	<b>1,500</b>	<b>1,500</b>	<b>1,500</b>	<b>(500)</b>
 <b>TOTAL POLICE</b>	 <b>2,349</b>	 <b>5,000</b>	 <b>5,000</b>	 <b>5,000</b>	 <b>5,000</b>	 <b>0</b>

**DOJ FUND  
EXPENDITURES BY ACCOUNT**

	<b>FY 16 ACTUAL</b>	<b>FY 17 REVISED</b>	<b>FY 18 DRAFT</b>	<b>FY 18 DEPT REQ</b>	<b>FY 18 CM PROP</b>	<b>\$ CHANGE</b>
<b><u>PERSONNEL - SALARIES</u></b>						
511001 SALARIES - FULL TIME	0	22,496	22,353	22,353	22,353	(143)
511003 SALARIES - EARLY REPORTING	0	1,406	1,412	1,412	1,412	6
511004 SALARIES - HOLIDAY PAY	0	952	946	946	946	(6)
<b>TOTAL PERSONNEL - SALARIES</b>	<b>0</b>	<b>24,854</b>	<b>24,711</b>	<b>24,711</b>	<b>24,711</b>	<b>(143)</b>
<b><u>PERSONNEL - BENEFITS</u></b>						
521100 HEALTH	0	9,768	9,244	9,244	9,244	(524)
521200 DENTAL	0	123	118	118	118	(5)
521300 LIFE	0	4	5	5	5	1
522000 SOCIAL SECURITY	0	360	324	324	324	(36)
523000 RETIREMENT	0	6,556	7,265	7,265	7,265	709
<b>TOTAL PERSONNEL - BENEFITS</b>	<b>0</b>	<b>16,813</b>	<b>16,956</b>	<b>16,956</b>	<b>16,956</b>	<b>143</b>
 <b>TOTAL POLICE</b>	 <b>0</b>	 <b>41,667</b>	 <b>41,667</b>	 <b>41,667</b>	 <b>41,667</b>	 <b>0</b>

## TIF 162-K GRANITE STATE BUSINESS PARK FUND 7028

## EXPENDITURES BY ACCOUNT

	FY 16 ACTUAL	FY 17 REVISED	FY 18 DRAFT	FY 18 DEPT REQ	FY 18 CM PROP	\$ CHANGE
<b><u>OTHER TRANSACTIONS</u></b>						
593002 TRANSFER TO CAPITAL PROJECTS	90,000	100,500	0	0	142,500	42,000
<b>TOTAL OTHER TRANSACTIONS</b>	<b>90,000</b>	<b>100,500</b>	<b>0</b>	<b>0</b>	<b>142,500</b>	<b>42,000</b>
 <b>TOTAL</b>	 <b>90,000</b>	 <b>100,500</b>	 <b>0</b>	 <b>0</b>	 <b>142,500</b>	 <b>42,000</b>

**TIF 205C SAFRAN 7029  
EXPENDITURES BY ACCOUNT**

	<b>FY 16 ACTUAL</b>	<b>FY 17 REVISED</b>	<b>FY 18 DRAFT</b>	<b>FY 18 DEPT REQ</b>	<b>FY 18 CM PROP</b>	<b>\$ CHANGE</b>
<b><u>OTHER GOODS/SERVICES</u></b>						
583000 INTEREST EXPENSE	0	282,827	269,573	269,573	269,573	(13,254)
<b>TOTAL OTHER GOODS/SERVICES</b>	<b>0</b>	<b>282,827</b>	<b>269,573</b>	<b>269,573</b>	<b>269,573</b>	<b>(13,254)</b>
<b><u>OTHER TRANSACTIONS</u></b>						
591000 REDEMPTION OF PRINCIPAL	0	373,682	407,647	407,647	407,647	33,965
<b>TOTAL OTHER TRANSACTIONS</b>	<b>0</b>	<b>373,682</b>	<b>407,647</b>	<b>407,647</b>	<b>407,647</b>	<b>33,965</b>
 <b>TOTAL PUBLIC WORKS</b>	 <b>0</b>	 <b>656,509</b>	 <b>677,220</b>	 <b>677,220</b>	 <b>677,220</b>	 <b>20,711</b>

**TIF 162-K GRANITE RIDGE DEVELOPMENT FUND 7030****EXPENDITURES BY ACCOUNT**

	<b>FY 16 ACTUAL</b>	<b>FY 17 REVISED</b>	<b>FY 18 DRAFT</b>	<b>FY 18 DEPT REQ</b>	<b>FY 18 CM PROP</b>	<b>\$ CHANGE</b>
<b><u>OTHER GOODS/SERVICES</u></b>						
583000 INTEREST EXPENSE	55,301	119,213	111,813	111,813	111,813	(7,400)
<b>TOTAL OTHER GOODS/SERVICES</b>	<b>55,301</b>	<b>119,213</b>	<b>111,813</b>	<b>111,813</b>	<b>111,813</b>	<b>(7,400)</b>
<b><u>OTHER TRANSACTIONS</u></b>						
591000 REDEMPTION OF PRINCIPAL	0	0	370,000	370,000	370,000	370,000
593002 TRANSFER TO CAPITAL PROJECTS	0	1,500	0	0	0	(1,500)
<b>TOTAL OTHER TRANSACTIONS</b>	<b>0</b>	<b>1,500</b>	<b>370,000</b>	<b>370,000</b>	<b>370,000</b>	<b>368,500</b>
 <b>TOTAL</b>	 <b>55,301</b>	 <b>120,713</b>	 <b>481,813</b>	 <b>481,813</b>	 <b>481,813</b>	 <b>361,100</b>

## FY18 CAPITAL IMPROVEMENTS PROGRAM SCHEDULE

DEPARTMENT/DESCRIPTION	*C/O AMOUNT	AMOUNT	BORROWING PROCEEDS	O&M CASH	FUND BAL RET EARN	SRF	GRANT	LIFE
<b>General Fund</b>								
<b>City Manager</b>								
Live Stream Meetings		10,500	0	10,500	0	0	0	5
Recording Broadcast System HD/SD		65,000	0	65,000	0	0	0	10
Relocation of Broadcast Equipment		10,000	0	10,000	0	0	0	0
Remote Meeting Participation		8,000	0	8,000	0	0	0	5
<b>Subtotal: City Manager</b>	<b>-</b>	<b>93,500</b>	<b>0</b>	<b>93,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Economic Development</b>								
Wayfinding System	100,000	100,000	0	100,000	0	0	0	20
<b>Subtotal: Economic Development</b>	<b>100,000</b>	<b>100,000</b>	<b>0</b>	<b>100,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Municipal Information Systems</b>								
Annual Hardware Replacement		64,000	0	64,000	0	0	0	7
Annual Software Upgrades		70,000	0	70,000	0	0	0	5
Network Upgrade / Expansion		140,000	0	140,000	0	0	0	5
Technology Upgrades & Expansion Phase 2		564,000	564,000	0	0	0	0	10
<b>Subtotal: MIS</b>	<b>-</b>	<b>838,000</b>	<b>564,000</b>	<b>274,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>City Clerk &amp; Elections</b>								
Agenda Setting and Packet Management Software		30,000	0	30,000	0	0	0	10
Voting Machine Replacement Program	17,500	7,000	0	7,000	0	0	0	6
<b>Subtotal: City Clerk &amp; Elections</b>	<b>17,500</b>	<b>37,000</b>	<b>0</b>	<b>37,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Tax Collector</b>								
Customer Self Service Software		20,500		20,500	0	0	0	10
<b>Subtotal: Tax Collector</b>		<b>20,500</b>	<b>0</b>	<b>20,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Public Buildings</b>								
Downtown Lighting Improvements	10,485	75,000	75,000	0	0	0	0	20
Install Ductless Heating/Cooling - Legal		30,000	0	30,000	0	0	0	20
Library Carpet Replacement		30,000	0	30,000	0	0		20
Repaint City Hall/Opera House Exterior Trim		35,000	0	35,000	0	0	0	20
Vehicle Replacement Program - Pub Bldgs		35,000	0	35,000	0	0	0	10
<b>Subtotal: Public Buildings</b>	<b>10,485</b>	<b>205,000</b>	<b>75,000</b>	<b>130,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Planning</b>								
Master Plan Chapter creation/update	45,000	110,000	0	110,000	0	0	0	6

## FY18 CAPITAL IMPROVEMENTS PROGRAM SCHEDULE

DEPARTMENT/DESCRIPTION	*C/O AMOUNT	AMOUNT	BORROWING PROCEEDS	O&M CASH	FUND BAL RET EARN	SRF	GRANT	LIFE
Impact Fee Methodology		40,000		40,000				10
<b>Subtotal: Planning</b>	<b>45,000</b>	<b>150,000</b>	<b>0</b>	<b>150,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Police</b>								
Replace Cruiser Radios	10,000	10,000	0	10,000	0	0	0	6
Taser Replacements		14,000	0	14,000	0	0	0	5
Vehicle & Equipment Replacement Program-Police	2,087	118,400	0	118,400	0	0	0	5
<b>Subtotal: Police</b>	<b>12,087</b>	<b>142,400</b>	<b>0</b>	<b>142,400</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Fire</b>								
Apparatus Replacement Program		50,000	0	50,000	0	0	0	15
Fire Fighting Gear Replacement	7,418	8,000	0	8,000	0	0	0	10
<b>Subtotal: Fire</b>	<b>7,418</b>	<b>58,000</b>	<b>0</b>	<b>58,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Public Works</b>								
Asset Management Program - Highway	2,665	30,000	0	30,000	0	0	0	10
Corrective Drainage	144,269	100,000	100,000	0	0	0	0	25
EPA MS4 Stormwater Permit	75,000	150,000	150,000	0	0	0	0	25
New DPW Facility Construction/Outfitting/Commissioning	150,000	9,000,000	9,000,000	0	0	0	0	25
Pavement Preservation Program	24,998	250,000	0	250,000	0	0	0	10
Pavement Rehabilitation Program	34,935	830,000	0	830,000	0	0	0	15
Sidewalk Improvement/Replacement Program	50,000	200,000	0	200,000	0	0	0	40
Vehicle Replacement Program - DPW		280,000	0	280,000	0	0	0	10
Wakefield Street Overhead Utilities to Underground		2,800,000	2,800,000	0	0	0	0	50
Wakefield Street Reconstruction - Pub Works	2,148,341	1,800,000	1,800,000	0	0	0	0	40
<b>Subtotal: Public Works</b>	<b>2,630,208</b>	<b>15,440,000</b>	<b>13,850,000</b>	<b>1,590,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Sub Total City</b>	<b>2,822,698</b>	<b>17,084,400</b>	<b>14,489,000</b>	<b>2,595,400</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>School Department</b>								
Café Tables		45,000	45,000	0	0	0	0	10
Creteau Technology Center Renovation		24,187,127	6,687,127	0	0	0	17,500,000	50
Door & Hardware Upgrades (district wide)		82,500	82,500	0	0	0	0	20
Electrical Upgrades		35,000	0	35,000	0	0	0	20
Floor Machines		7,500	0	7,500	0	0	0	15
Fork Lift (used)		12,000	0	12,000	0	0	0	15
HVAC Upgrades		20,000	0	20,000	0	0	0	20
Masonry Repairs		10,000	0	10,000	0	0	0	30
Playground Upgrades		5,000	0	5,000	0	0	0	10
Sprinkler Upgrades		15,000	0	15,000	0	0	0	15

## FY18 CAPITAL IMPROVEMENTS PROGRAM SCHEDULE

DEPARTMENT/DESCRIPTION	*C/O AMOUNT	AMOUNT	BORROWING PROCEEDS	O&M CASH	FUND BAL RET EARN	SRF	GRANT	LIFE
Stage Rigging Upgrades		30,000	30,000	0	0	0	0	25
William Allen Roof		325,000	325,000	0	0	0	0	20
<b>School Total</b>	<b>-</b>	<b>24,774,127</b>	<b>7,169,627</b>	<b>104,500</b>	<b>0</b>	<b>0</b>	<b>17,500,000</b>	
<b>General Fund Total</b>	<b>2,822,698</b>	<b>41,858,527</b>	<b>21,658,627</b>	<b>2,699,900</b>	<b>0</b>	<b>0</b>	<b>17,500,000</b>	<b>0</b>

\*Note- Carry Over Amounts based on Available Budgets as of 3-27-17

## FY18 CAPITAL IMPROVEMENTS PROGRAM SCHEDULE

DEPARTMENT/DESCRIPTION	*C/O AMOUNT	AMOUNT	BORROWING PROCEEDS	O&M CASH	FUND BAL RET EARN	SRF	GRANT	LIFE
<b>Tax Incremental Financing Districts</b>								
<b>Tax Incremental Financing Districts</b>								
Building Demolition: 294 & 296 Rochester Hill Rd-GSBP		67,500	0	67,500	0	0	0	0
Design and Installation of Lighting-GSBP	100,000	75,000	0	75,000	0	0	0	30
Route 11 Sewer Pump Station Replacement-GRDD		100,000	100,000	0	0	0	0	20
<b>Subtotal: Tax Incremental Financing Districts</b>	<b>100,000</b>	<b>242,500</b>	<b>100,000</b>	<b>142,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	

\*Note- Carry Over Amounts based on Available Budgets as of 3-27-17

## FY18 CAPITAL IMPROVEMENTS PROGRAM SCHEDULE

DEPARTMENT/DESCRIPTION	*C/O AMOUNT	AMOUNT	BORROWING PROCEEDS	O&M CASH	SRF	GRANT	LIFE
<b>Enterprise Funds</b>							
<b>Water Works</b>							
Asset Management Program - Water	2,945	30,000	0	30,000	0	0	10
New DPW Facility - Water Component	150,000	4,500,000	4,500,000	0	0	0	25
North Main St. Improvements - Water		175,000	175,000	0	0	0	25
Round Pond Augmentation	35,525	500,000	500,000	0	0	0	25
Vehicle Replacement Program - Water	10,108	40,000	0	40,000	0	0	10
Water Distribution System Upgrades		100,000	100,000	0	0	0	25
Watershed Management Program		30,000	0	30,000	0	0	25
WTP Residuals Disposal		150,000	150,000	0	0	0	20
<b>Subtotal: Water Works</b>	<b>45,633</b>	<b>5,525,000</b>	<b>5,425,000</b>	<b>100,000</b>	<b>0</b>	<b>0</b>	
<b>Sewer Works</b>							
Asset Management Program - Sewer		30,000	0	30,000	0	0	10
Collection System Upgrade		100,000	100,000	0	0	0	25
Colonial Pines Sewer Construction	229,849	2,000,000	2,000,000	0	0	0	25
Intermediate Lift Pump Replacement		70,000	0	70,000	0	0	20
New DPW Facility - Sewer Component	150,000	4,500,000	4,500,000	0	0	0	25
NPDES Permit Technical/Legal Support for Compliance	300,000	300,000	300,000	0	0	0	5
Value Engineering - Large WWTF Projects		75,000	0	75,000	0	0	10
Vehicle Replacement Program - Sewer	113,498	45,000	0	45,000	0	0	10
WWTF Aeration Basin Upgrades		200,000	200,000	0	0	0	20
WWTF Grit Washer		210,000	210,000	0	0	0	20
WWTF In-Line Ammonia Analyzer Replacement		53,000	0	53,000	0	0	10
WWTF Soda Ash Feed System Replacement		170,000	170,000	0	0	0	20
WWTF Ultraviolet Disinfection Equipment Replacement		16,500	0	16,500	0	0	10
<b>Subtotal: Sewer Works</b>	<b>793,347</b>	<b>7,769,500</b>	<b>7,480,000</b>	<b>289,500</b>	<b>0</b>	<b>0</b>	
<b>Arena</b>							
Ice Resurfacer Replacement	0	120,000	120,000	0	0	0	20
<b>Subtotal: Arena</b>	<b>0</b>	<b>120,000</b>	<b>120,000</b>	<b>-</b>	<b>0</b>	<b>0</b>	

\*Note- Carry Over Amounts based on Available Budgets as of 3-27-17

<b>All Funds Total</b>	<b>3,761,678</b>	<b>55,515,527</b>	<b>34,783,627</b>	<b>3,231,900</b>	<b>0</b>	<b>17,500,000</b>	
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**City of Rochester**  
**Long Term Debt Req's. Principal & Interest Payments**  
**20 YEAR SCHEDULE - AS OF APRIL 04, 2017 (FY18 CM PPD BDGT)**

	2018	2019	2020	2021	2022	2023	2024	2025	2026 - 2037	TOTAL
<b>CITY</b>										
PRINCIPAL	3,215,797.56	3,042,912.77	2,952,931.47	2,763,946.93	2,519,143.02	2,419,155.45	2,253,688.77	2,251,331.05	8,921,199.76	30,340,106.78
INTEREST	871,101.59	813,929.42	723,352.94	635,643.30	558,302.26	483,102.07	410,517.46	340,743.02	1,396,548.07	6,233,240.13
<b>SUBTOTAL</b>	<b>4,086,899.15</b>	<b>3,856,842.19</b>	<b>3,676,284.41</b>	<b>3,399,590.23</b>	<b>3,077,445.28</b>	<b>2,902,257.52</b>	<b>2,664,206.23</b>	<b>2,592,074.07</b>	<b>10,317,747.83</b>	<b>36,573,346.91</b>
<b>SCHOOL</b>										
PRINCIPAL	1,591,919.80	1,478,497.33	1,474,407.82	1,442,209.95	1,254,217.68	1,226,662.81	1,074,880.82	1,073,509.51	8,431,198.90	19,047,504.62
INTEREST	649,672.29	601,395.32	545,836.28	490,453.56	437,469.93	385,705.95	337,407.88	292,468.24	1,364,621.30	5,105,030.75
<b>SUBTOTAL</b>	<b>2,241,592.09</b>	<b>2,079,892.65</b>	<b>2,020,244.10</b>	<b>1,932,663.51</b>	<b>1,691,687.61</b>	<b>1,612,368.76</b>	<b>1,412,288.70</b>	<b>1,365,977.75</b>	<b>9,795,820.20</b>	<b>24,152,535.37</b>
<b>TIF205C - SAFRAN</b>										
PRINCIPAL	185,378.82	194,206.38	203,033.94	211,861.50	216,275.29	225,102.85	233,930.41	247,171.76	2,017,098.07	3,734,059.02
INTEREST	96,639.74	92,932.16	89,048.04	84,987.36	80,750.12	75,883.94	70,819.12	65,555.68	254,355.22	910,971.38
<b>SUBTOTAL</b>	<b>282,018.56</b>	<b>287,138.54</b>	<b>292,081.98</b>	<b>296,848.86</b>	<b>297,025.41</b>	<b>300,986.79</b>	<b>304,749.53</b>	<b>312,727.44</b>	<b>2,271,453.29</b>	<b>4,645,030.40</b>
<b>TIF162K - GRANITE RIDGE</b>										
PRINCIPAL	370,000.00	370,000.00	370,000.00	370,000.00	370,000.00	370,000.00	370,000.00	370,000.00	735,000.00	3,695,000.00
INTEREST	111,812.50	97,012.50	82,212.50	67,412.50	54,462.50	41,512.50	28,562.50	19,312.50	16,018.75	518,318.75
<b>SUBTOTAL</b>	<b>481,812.50</b>	<b>467,012.50</b>	<b>452,212.50</b>	<b>437,412.50</b>	<b>424,462.50</b>	<b>411,512.50</b>	<b>398,562.50</b>	<b>389,312.50</b>	<b>751,018.75</b>	<b>4,213,318.75</b>
<b>WATER FUND</b>										
PRINCIPAL	1,712,713.80	1,607,490.88	1,607,796.06	1,560,985.72	1,535,108.85	1,463,379.08	1,427,852.30	1,439,640.81	7,878,625.18	20,233,592.68
INTEREST	588,206.25	556,221.17	509,520.00	462,605.92	416,150.50	369,079.15	324,488.17	279,737.29	1,134,038.21	4,640,046.66
<b>SUBTOTAL</b>	<b>2,300,920.05</b>	<b>2,163,712.05</b>	<b>2,117,316.06</b>	<b>2,023,591.64</b>	<b>1,951,259.35</b>	<b>1,832,458.23</b>	<b>1,752,340.47</b>	<b>1,719,378.10</b>	<b>9,012,663.39</b>	<b>24,873,639.34</b>
<b>SEWER FUND</b>										
PRINCIPAL	2,534,311.43	2,479,032.46	2,453,857.60	2,204,272.82	1,263,347.20	1,056,871.16	1,038,486.59	1,044,055.25	6,665,158.23	20,739,392.74
INTEREST	656,099.45	619,808.16	532,478.92	440,667.98	374,600.79	327,275.76	289,809.56	252,481.05	1,114,936.20	4,608,157.87
<b>SUBTOTAL</b>	<b>3,190,410.88</b>	<b>3,098,840.62</b>	<b>2,986,336.52</b>	<b>2,644,940.80</b>	<b>1,637,947.99</b>	<b>1,384,146.92</b>	<b>1,328,296.15</b>	<b>1,296,536.30</b>	<b>7,780,094.43</b>	<b>25,347,550.61</b>
<b>ARENA FUND</b>										
PRINCIPAL	108,836.52	108,836.51	76,071.92	79,530.01	79,776.21	79,946.54	48,428.37	48,428.37	409,923.60	1,039,778.05
INTEREST	34,192.46	30,668.59	26,996.70	24,131.94	21,153.72	18,042.76	15,680.98	14,051.86	65,944.36	250,863.37
<b>SUBTOTAL</b>	<b>143,028.98</b>	<b>139,505.10</b>	<b>103,068.62</b>	<b>103,661.95</b>	<b>100,929.93</b>	<b>97,989.30</b>	<b>64,109.35</b>	<b>62,480.23</b>	<b>475,867.96</b>	<b>1,290,641.42</b>
<b>GRAND TOTALS</b>										
PRINCIPAL	9,718,957.93	9,280,976.33	9,138,098.81	8,632,806.93	7,237,868.25	6,841,117.89	6,447,267.26	6,474,136.75	35,058,203.74	98,829,433.89
INTEREST	3,007,724.28	2,811,967.32	2,509,445.38	2,205,902.56	1,942,889.82	1,700,602.13	1,477,285.67	1,264,349.64	5,346,462.11	22,266,628.91

# CITY OF ROCHESTER

## Debt Limit Analysis - Principal Payments as of April 17, 2017

Description	City & Arena <sup>1</sup>	School	Water	Sewer
Assessed Valuation <sup>2</sup>	2,221,701,079	2,221,701,079	2,221,701,079	N/A
% of State Assessment	3.00%	7.00%	10.00%	Unlimited
Statutory Limit	66,651,032.37	155,519,075.53	222,170,107.90	Unlimited
Bonds	31,079,766.59	19,047,504.62	14,529,036.51	16,074,409.28
TIF-205-c Bond (Safran)	3,734,059.02	0.00	0.00	0.00
TIF-162-k Bond (Granite Ridge)	3,695,000.00	0.00	0.00	0.00
Notes	0.00	0.00	112,500.00	0.00
State Revolving Loans	300,118.24	0.00	5,592,056.17	4,664,983.46
SRF Drawdowns Ongoing	0.00	0.00	0.00	0.00
<b>Less: Net Debt Outstanding as of June 30, 2017</b>	<b>38,808,943.85</b>	<b>19,047,504.62</b>	<b>20,233,592.68</b>	<b>20,739,392.74</b>
<b>FY18 Principal Payments as of April 17, 2017</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TIF-162-k District Debt (remove from debt limit calc)</b>	<b>3,695,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Available Debt Margin</b>	<b>31,537,088.52</b>	<b>136,471,570.91</b>	<b>201,936,515.22</b>	<b>Unlimited</b>
FY04 Authorized and Unissued	0.00	0.00	0.00	109,925.52
FY12 Authorized and Unissued	130,282.00	0.00	0.00	0.00
FY13 Authorized and Unissued	281,479.60	0.00	639,381.77	332,000.00
FY14 Authorized and Unissued	0.00	0.00	0.00	129,652.07
FY15 Authorized and Unissued	1,039,708.73	0.00	151,693.89	0.00
FY16 Authorized and Unissued (Includes Granite Ridge TIF Phase 2)	14,064,699.50	866,000.00	2,400,000.00	5,556,968.74
FY16 Granite Ridge TIF 162-k District Phase 2 (remove from debt limit calc)	(5,000,000.00)	0.00	0.00	0.00
FY17 Authorized and Unissued	3,538,985.28	3,251,146.00	3,190,260.51	8,265,000.00
<b>Total Authorized and Unissued</b>	<b>14,055,155.11</b>	<b>4,117,146.00</b>	<b>6,381,336.17</b>	<b>14,393,546.33</b>
<b>Under (Over) Debt Margin</b>	<b>17,481,933.41</b>	<b>132,354,424.91</b>	<b>195,555,179.05</b>	<b>N/A</b>
<b>Net Debt Margin</b>	<b>17,481,933.41</b>	<b>132,354,424.91</b>	<b>195,555,179.05</b>	<b>N/A</b>

<sup>1</sup> City Bonds Outstanding	30,039,988.54
City TIF-205-c Bonds Outstanding	3,734,059.02
City TIF-162-k Bonds Outstanding	3,695,000.00
City CWSRF Loans Outstanding	300,118.24
Arena Bonds Outstanding	1,039,778.05
	<b>38,808,943.85</b>

<sup>2</sup> Based on April 25, 2016 State Valuation for Debt Limit

# City of Rochester School Department

**Mr. Michael Hopkins**  
Superintendent of Schools  
e-mail: hopkins.m@rochesterschools.com

**Mr. Kyle M. Repucci**  
Assistant Superintendent of Schools  
e-mail: repucci.k@rochesterschools.com

**Ms. Linda Casey**  
Business Administrator  
e-mail: casey.l@rochesterschools.com

**Mrs. Christiane Allison**  
Director of Student Services  
e-mail: allison.c@rochesterschools.com

**Office of the Superintendent**  
150 Wakefield Street  
Suite #8  
Rochester, NH 03867-1348  
(603) 332-3678  
FAX: (603) 335-7367



March 24, 2017

CITY OF  
Rochester  
Received  
MAR 24 2017  
City Manager  
ROCHESTER

Mr. Daniel Fitzpatrick, City Manager  
Rochester City Hall  
31 Wakefield Street  
Rochester, NH 03867

Dear Mr. Fitzpatrick:

The Rochester School Board at the March 23, 2017 Special School Board meeting voted to approve the following FY 2018 Budget:

- Operating Budget in the amount of \$60,840,549
- CIP Budget in the amount of \$24,774,127
- Food Service Budget in the amount of \$1,800,000
- Grants Budget in the amount of \$3,571,000

Please contact my office if you have questions regarding the enclosed budget documents.

Sincerely,

Michael L. Hopkins  
Superintendent of Schools

MLH/mgm

cc Mr. Blaine Cox, Finance Director  
Rochester City Council

Enclosures

# ROCHESTER SCHOOL DEPARTMENT



FY 2018 BUDGET

SCHOOL BOARD APPROVED

**ROCHESTER SCHOOL DEPARTMENT  
FY18 BUDGET**

**TABLE OF CONTENTS**

Proposed Budget Summary	1
Revenues	2
Budget by Fund & Object	3
Special Grants Appropriation	10
Capital Improvement Program	11

**ROCHESTER SCHOOL DISTRICT  
FY 18 BUDGET**

	<b>2015 EXPENDED</b>	<b>2016 EXPENDED</b>	<b>2017 REVISED BUDGET</b>	<b>2017 SPENT/ ENCUMBERED As of 1/13/17</b>	<b>2018 SCHOOL BOARD APPROVED</b>	<b>CHANGE</b>	
						<b>\$</b>	<b>%</b>
<b>FY 2018 PROPOSED OPERATING BUDGET</b>	\$56,805,898	\$58,078,310	\$59,678,599	\$36,462,369	\$60,840,549	\$1,161,950	1.9%
<b>TOTAL FY18 PROPOSED BUDGET</b>	<b>\$56,805,898</b>	<b>\$58,078,310</b>	<b>\$59,678,599</b>	<b>\$36,462,369</b>	<b>\$60,840,549</b>	<b>\$1,161,950</b>	<b>1.9%</b>
<b>SPECIAL GRANTS APPROPRIATION</b>	\$3,218,000	\$3,060,000	\$3,571,000	\$0	\$3,571,000	\$0	0%
<b>FOOD SERVICE</b>	\$1,770,000	\$1,800,000	\$1,800,000	\$0	\$1,800,000	\$0	0%
<b>GRAND TOTAL</b>	<b>\$61,793,898</b>	<b>\$62,938,310</b>	<b>\$65,049,599</b>	<b>\$36,462,369</b>	<b>\$66,211,549</b>	<b>\$1,161,950</b>	<b>1.8%</b>
<b>BONDED CAPITAL IMPROVEMENT PROGRAM</b>	<b>\$14,129,038</b>	<b>\$901,000</b>	<b>\$3,251,146</b>	<b>\$0</b>	<b>\$24,669,627</b>	<b>\$21,418,481</b>	<b>658.8%</b>
<b>CASH CAPITAL IMPROVEMENT PROGRAM (included in budget)</b>	<b>\$145,000</b>	<b>\$192,400</b>	<b>\$100,500</b>	<b>\$0</b>	<b>\$104,500</b>	<b>\$4,000</b>	<b>4.0%</b>

**Rochester School Department  
FY 2018 Revenue**

	<b>FY 2015 Actuals</b>	<b>FY 2016 Actuals</b>	<b>FY 2017 Budget</b>	<b>FY 2018 School Board Approved</b>	<b>% Difference</b>
<b>Local Revenue</b>					
Transfer from CIP			\$ 419,676.00	\$ -	-100.00%
Tuition Regular	\$ 2,140,381.11	\$ 2,071,651.92	\$ 2,410,976.00	\$ 2,300,000.00	-4.60%
Tuition Summer School	\$ 8,975.00	\$ 13,940.00	\$ 10,000.00	\$ 13,000.00	30.00%
Tuition Vocational	\$ 13,022.79	\$ 25,445.31	\$ 19,000.00	\$ 25,000.00	31.58%
Tuition Special Ed	\$ 68,777.29	\$ 25,533.00	\$ 65,000.00	\$ 60,000.00	-7.69%
Reimbursement for Services SPED	\$ 83,995.47	\$ 53,352.55	\$ 75,000.00	\$ 60,000.00	-20.00%
Athletic Admissions	\$ 9,253.00	\$ 7,963.00	\$ 10,000.00	\$ 10,000.00	0.00%
Other Vocational Preschool	\$ 37,363.93	\$ 40,646.00	\$ 35,000.00	\$ 40,000.00	14.29%
Rental Income	\$ 2,896.25	\$ 3,931.50	\$ 2,000.00	\$ 3,000.00	50.00%
E-Rate	\$ -	\$ 7,680.00	\$ -	\$ -	
Other Local Revenue	\$ 27,150.69	\$ 68,552.50	\$ 378,727.00	\$ 5,000.00	-98.68%
<b>Total Local</b>	<b>\$ 2,391,815.53</b>	<b>\$ 2,318,695.78</b>	<b>\$ 3,425,379.00</b>	<b>\$ 2,516,000.00</b>	<b>-26.55%</b>
<b>State Revenue</b>					
Adequacy Education Grant	\$ 22,518,449.21	\$ 23,005,154.16	\$ 22,744,378.00	\$ 22,413,876.00	-1.45%
School Building Aid	\$ 837,628.61	\$ 837,293.31	\$ 126,132.00	\$ 126,132.00	0.00%
Catastrophic Aid	\$ 208,339.07	\$ 374,597.16	\$ 380,668.00	\$ 389,000.00	2.19%
Vocational Tuition Aide	\$ 47,157.61	\$ 24,108.41	\$ 25,000.00	\$ 25,000.00	0.00%
Vocational Transportation Aide	\$ 9,067.60	\$ 8,321.80	\$ 8,500.00	\$ 8,500.00	0.00%
Driver Ed Aid		\$ -	\$ -	\$ -	
<b>Total State</b>	<b>\$ 23,620,642.10</b>	<b>\$ 24,249,474.84</b>	<b>\$ 23,284,678.00</b>	<b>\$ 22,962,508.00</b>	<b>-1.38%</b>
<b>Federal Revenue</b>					
AF ROTC Reimbursement	\$ 61,051.57	\$ 63,695.93	\$ 72,000.00	\$ 63,000.00	-12.50%
Medicaid	\$ 852,114.22	\$ 816,315.05	\$ 880,000.00	\$ 880,000.00	0.00%
Medicaid Part D	\$ -	\$ -	\$ -	\$ -	
Indirect Cost	\$ 79,517.72	\$ 65,975.22	\$ 80,000.00	\$ 80,000.00	0.00%
<b>Total Federal</b>	<b>\$ 992,683.51</b>	<b>\$ 945,986.20</b>	<b>\$ 1,032,000.00</b>	<b>\$ 1,023,000.00</b>	<b>-0.87%</b>
<b>Tax</b>					
State Property	\$ 4,967,033.00	\$ 4,935,450.00	\$ 4,825,327.00	\$ 4,891,902.00	1.38%
Local Property	\$ 25,426,296.00	\$ 26,424,423.00	\$ 27,111,215.00	\$ 29,447,139.00	8.62%
<b>Total Tax</b>	<b>\$ 30,393,329.00</b>	<b>\$ 31,359,873.00</b>	<b>\$ 31,936,542.00</b>	<b>\$ 34,339,041.00</b>	<b>7.52%</b>
Total Revenue	\$ 57,398,470.14	\$ 58,874,029.82	\$ 59,678,599.00	\$ 60,840,549.00	1.95%
Supplemental Appropriation					
<b>Total Revenue</b>	<b>\$ 57,398,470.14</b>	<b>\$ 58,874,029.82</b>	<b>\$ 59,678,599.00</b>	<b>\$ 60,840,549.00</b>	<b>1.95%</b>
<b>Total Expenditures</b>	<b>\$ 56,805,898.43</b>	<b>\$ 58,077,701.29</b>	<b>\$ 59,678,599.00</b>	<b>\$ 60,840,549.00</b>	<b>1.95%</b>
Surplus	\$ 592,571.71	\$ 796,328.53			

**ROCHESTER SCHOOL DEPARTMENT  
FY18 BUDGET  
SCHOOL BOARD APPROVED**

	2015 EXPENDED	2016 EXPENDED	2017 REVISED BUDGET	2017 SPENT/ ENCUMBERED As of 1/13/17	2018 SCHOOL BOARD APPROVED	CHANGE \$	%
<b>1100 REGULAR INSTRUCTION</b>							
511400 SALARIES - TEACHERS	14,131,075	14,062,663	14,378,554	7,741,748	15,022,394	643,840	4.5%
511600 SALARIES - AIDE	560,367	578,081	733,200	341,656	774,695	41,495	5.7%
511700 SALARIES - CLERICAL	10,703	-	-	-	-	-	-
512000 SALARIES - SUBS	496,510	444,421	410,000	202,139	469,000	59,000	14.4%
521100 HEALTH INSURANCE	2,593,400	2,603,409	3,363,317	1,609,407	2,819,412	(543,905)	-16.2%
521200 DENTAL INSURANCE	37,220	32,915	43,426	24,049	43,140	(286)	-0.7%
521300 LIFE INSURANCE	2,476	2,624	2,730	1,385	2,746	16	0.6%
522000 SOCIAL SECURITY	1,098,366	1,090,871	1,172,962	634,044	1,172,929	(33)	0.0%
523100 RETIREMENT OTHER	21,421	22,335	22,209	13,534	23,697	1,488	6.7%
523200 RETIREMENT TEACHER	1,978,277	2,178,881	2,284,752	1,267,315	2,567,862	283,110	12.4%
526000 WORKER'S COMPENSATION	61,597	48,334	70,813	70,788	74,353	3,540	5.0%
532000 PURCHASED EDUCATIONAL SERVICES	11,576	8,347	17,750	1,466	12,000	(5,750)	-32.4%
532900 OTHER PROFESSIONAL SERVICES	40,857	39,857	39,357	39,357	42,900	3,543	9.0%
533900 PLACEMENT OF STUDENTS	10,915	18,605	20,000	20,000	20,000	-	0.0%
543000 REPAIR AND MAINTENANCE	64,328	62,719	64,145	62,240	60,685	(3,460)	-5.4%
544200 RENTAL EQUIPMENT	77,350	77,350	77,355	77,350	77,355	-	0.0%
556100 TUITION TO OTHER LEAS	6,035	12,846	22,000	18,975	40,000	18,000	81.8%
556400 TUITION TO PRIV&OTH SCHLS IN STATE	-	23,701	-	-	-	-	-
558000 TRAVEL	5,890	9,338	9,790	5,928	8,950	(840)	-8.6%
561000 GENERAL SUPPLIES	295,588	268,473	232,455	218,820	262,955	30,500	13.1%
564000 BOOKS AND PERIODICALS	61,997	66,399	76,498	67,298	91,352	14,854	19.4%
573100 NEW EQUIPMENT	46,789	31,693	6,900	6,547	4,900	(2,000)	-29.0%
573300 NEW FURNITURE	2,950	6,970	637	637	-	(637)	-
573500 REPLACEMENT EQUIPMENT	6,995	5,705	5,781	5,780	7,000	1,219	21.1%
573700 REPLACEMENT FURNITURE	4,254	3,010	318	281	8,250	7,932	2494.3%
581000 DUES AND FEES	63,958	67,572	50,235	49,625	46,400	(3,835)	-7.6%
<b>TOTAL REGULAR INSTRUCTION</b>	<b>21,690,894</b>	<b>21,767,117</b>	<b>23,105,184</b>	<b>12,480,371</b>	<b>23,652,975</b>	<b>547,791</b>	<b>2.4%</b>

**1210 SPECIAL EDUCATION**

511200 SALARIES - ADMIN	268,684	241,119	237,789	148,240	251,198	13,409	5.6%
511300 SALARIES - MANAGERIAL	46,978	46,998	40,989	26,719	42,426	1,437	3.5%
511400 SALARIES - TEACHERS	4,565,727	4,315,697	4,274,432	2,437,517	4,541,708	267,276	6.3%
511600 SALARIES - AIDE	2,263,122	2,271,609	2,423,722	1,289,230	2,505,897	82,175	3.4%
511601 SALARIES - AIDE EXEMPT	129,485	150,778	148,710	78,070	183,857	35,147	23.6%
511700 SALARIES - CLERICAL	82,595	85,894	88,251	50,994	88,582	331	0.4%
511701 SALARIES - CLERICAL	19,029	20,217	23,474	8,879	24,067	593	2.5%
511900 SALARIES - MISCELLANEOUS	24,779	32,184	29,510	18,506	32,317	2,807	9.5%
512000 SALARIES - SUBS	178,260	203,467	199,000	55,575	188,000	(11,000)	-5.5%
521100 HEALTH INSURANCE	1,658,968	1,625,554	1,684,184	794,151	1,354,784	(329,400)	-19.6%
521200 DENTAL INSURANCE	22,356	22,406	22,133	11,522	21,167	(966)	-4.4%
521300 LIFE INSURANCE	1,467	1,393	1,491	743	1,382	(109)	-7.3%
522000 SOCIAL SECURITY	540,926	528,986	545,312	309,324	565,978	20,666	3.8%
523100 RETIREMENT OTHER	68,341	71,353	66,647	40,927	72,802	6,155	9.2%
523200 RETIREMENT TEACHER	669,897	705,524	700,643	427,725	827,394	126,751	18.1%
526000 WORKER'S COMPENSATION	29,520	24,461	35,836	35,836	37,628	1,792	5.0%
532100 PURCHASED ED SERVICES OTHER	1,401,229	1,523,022	1,832,354	1,822,776	1,659,052	(173,302)	-9.5%
533000 LEGAL	12,893	12,640	15,000	1,820	20,000	5,000	33.3%
543000 REPAIR AND MAINTENANCE	894	351	400	241	400	-	0.0%
544200 RENTAL EQUIPMENT	19,095	21,858	20,725	20,724	22,000	1,275	6.2%
555000 POSTAGE FEES	73	16	2,127	-	2,127	-	0.0%
556100 TUITION TO OTHER LEAS	869,409	1,344,898	1,264,964	1,241,075	1,185,375	(79,589)	-6.3%
556400 TUITION TO PRIVATE & OTHER	1,213,370	1,350,097	1,804,255	1,804,253	1,794,533	(9,722)	-0.5%
556500 TUITION TO PRIVATE & OTHER OUT OF ST	29,000	21,341	-	-	-	-	-
558000 TRAVEL	5,338	5,308	4,300	2,136	4,300	-	0.0%
558100 TRAVEL	15,570	14,671	20,200	5,104	21,000	800	4.0%
561000 GENERAL SUPPLIES	32,350	40,068	20,731	18,428	29,015	8,284	40.0%
561100 GENERAL SUPPLIES OTHER	15,784	18,935	22,521	18,740	20,080	(2,441)	-10.8%
573100 NEW EQUIPMENT	2,326	-	-	-	-	-	-
573700 REPLACEMENT FURNITURE	1,168	-	-	-	-	-	-
581000 DUES AND FEES	2,510	2,350	2,700	2,585	2,700	-	0.0%
<b>TOTAL SPECIAL EDUCATION</b>	<b>14,191,143</b>	<b>14,703,194</b>	<b>15,532,400</b>	<b>10,671,841</b>	<b>15,499,769</b>	<b>(32,631)</b>	<b>-0.2%</b>

**1300 VOCATIONAL**

03/23/2017

**ROCHESTER SCHOOL DEPARTMENT  
FY18 BUDGET  
SCHOOL BOARD APPROVED**

	2015 EXPENDED	2016 EXPENDED	2017 REVISED BUDGET	2017 SPENT/ ENCUMBERED As of 1/13/17	2018 SCHOOL BOARD APPROVED	CHANGE \$	%
511200 SALARIES - ADMIN	73,875	78,414	77,832	43,475	82,572	4,740	6.1%
511400 SALARIES - TEACHERS	1,051,317	985,078	973,743	532,889	976,374	2,631	0.3%
511600 SALARIES - AIDE	65,582	69,007	68,037	40,502	74,528	6,491	9.5%
511700 SALARIES - CLERICAL	35,488	35,863	33,780	21,183	33,780	-	0.0%
512000 SALARIES - SUBS	21,750	41,191	37,000	23,313	37,000	-	0.0%
521100 HEALTH INSURANCE	377,073	353,850	369,617	162,581	317,123	(52,494)	-14.2%
521200 DENTAL INSURANCE	3,736	3,564	3,469	1,678	2,895	(574)	-16.5%
521300 LIFE INSURANCE	290	283	294	152	286	(8)	-2.7%
522000 SOCIAL SECURITY	86,639	84,136	86,322	49,304	84,984	(1,338)	-1.6%
523100 RETIREMENT OTHER	8,665	9,416	9,193	5,472	9,970	777	8.5%
523200 RETIREMENT TEACHER	156,828	167,193	164,788	95,907	183,423	18,635	11.3%
526000 WORKER'S COMPENSATION	5,835	4,405	6,454	6,454	6,777	323	5.0%
543000 REPAIR AND MAINTENANCE	10,101	17,398	12,000	9,662	12,000	-	0.0%
544200 RENTAL EQUIPMENT	18,275	18,275	18,276	18,275	18,276	-	0.0%
553400 POSTAGE	41	-	500	-	500	-	0.0%
556100 TUITION TO OTHERS	25,194	28,868	36,000	-	45,000	9,000	25.0%
558000 TRAVEL	3,041	2,649	3,500	3,131	3,100	(400)	-11.4%
561000 GENERAL SUPPLIES	33,139	31,797	22,246	19,771	29,046	6,800	30.6%
564000 BOOKS AND PERIODICALS	11,203	7,318	10,178	8,084	11,178	1,000	9.8%
573100 NEW EQUIPMENT	255	-	-	-	-	-	-
573500 REPLACEMENT EQUIPMENT	8,520	2,207	37	36	6,387	6,350	17162.2%
<b>TOTAL VOCATIONAL EDUCATION</b>	<b>1,996,848</b>	<b>1,940,913</b>	<b>1,933,266</b>	<b>1,041,871</b>	<b>1,935,199</b>	<b>1,933</b>	<b>0.1%</b>

**1410 CO-CURRICULAR ACTIVITIES EDUCATION**

511400 SALARIES - TEACHERS	66,267	63,289	65,896	30,281	65,896	-	0.0%
522000 SOCIAL SECURITY	5,577	5,473	4,236	2,586	4,894	658	15.5%
523100 RETIREMENT OTHER	364	422	59	276	76	17	28.8%
523200 RETIREMENT TEACHER	8,932	9,934	8,470	4,800	8,799	329	3.9%
526000 WORKER'S COMPENSATION	321	254	372	372	391	19	5.1%
<b>TOTAL CO-CURRICULAR</b>	<b>81,460</b>	<b>79,370</b>	<b>79,033</b>	<b>38,316</b>	<b>80,056</b>	<b>1,023</b>	<b>1.3%</b>

**1420 ATHLETICS**

511200 SALARIES - ADMIN	79,524	79,742	79,115	44,192	83,934	4,819	6.1%
511400 SALARIES - TEACHERS	137,104	133,024	140,699	47,931	140,699	-	0.0%
511700 SALARIES - CLERICAL	25,352	25,881	25,319	13,596	26,257	938	3.7%
521100 HEALTH INSURANCE	40,830	40,635	38,113	18,559	38,454	341	0.9%
521200 DENTAL INSURANCE	386	386	386	215	386	-	0.0%
521300 LIFE INSURANCE	98	99	94	55	100	6	6.4%
522000 SOCIAL SECURITY	17,626	17,325	18,143	7,921	18,117	(26)	-0.1%
523100 RETIREMENT OTHER	611	666	-	76	-	-	-
523200 RETIREMENT TEACHER	20,175	21,831	22,555	9,286	24,400	1,845	8.2%
526000 WORKER'S COMPENSATION	1,100	870	1,275	1,275	1,339	64	5.0%
531000 ADMINISTRATIVE SERVICES	39,201	41,512	43,713	16,109	43,548	(165)	-0.4%
543000 REPAIR AND MAINTENANCE	5,332	4,646	5,669	1,278	6,118	449	7.9%
544200 RENTAL EQUIPMENT	1,150	1,150	1,150	1,150	1,150	-	0.0%
558000 TRAVEL	6,172	4,626	3,000	113	5,000	2,000	66.7%
561000 GENERAL SUPPLIES	16,647	12,976	13,471	9,293	13,157	(314)	-2.3%
573500 REPLACEMENT EQUIPMENT	33,067	43,971	29,012	21,427	24,876	(4,136)	-14.3%
581000 DUES AND FEES	48,547	48,944	47,464	31,629	49,349	1,885	4.0%
<b>TOTAL ATHLETICS</b>	<b>472,923</b>	<b>478,283</b>	<b>469,178</b>	<b>224,104</b>	<b>476,884</b>	<b>7,706</b>	<b>1.6%</b>

**1430 SUMMER SCHOOL REGULAR EDUCATION**

511400 SALARIES - TEACHERS	11,021	32,376	33,000	30,060	33,000	-	0.0%
522000 SOCIAL SECURITY	833	2,427	2,524	2,300	2,524	-	0.0%
523200 RETIREMENT TEACHER	1,311	4,589	5,171	4,287	5,729	558	10.8%
526000 WORKER'S COMPENSATION	219	173	254	254	267	13	5.1%
<b>TOTAL SUMMER SCHOOL REG. EDUCATION</b>	<b>13,383</b>	<b>39,565</b>	<b>40,949</b>	<b>36,901</b>	<b>41,520</b>	<b>571</b>	<b>1.4%</b>

**1600 ADULT EDUCATION**

**ROCHESTER SCHOOL DEPARTMENT  
FY18 BUDGET  
SCHOOL BOARD APPROVED**

	2015 EXPENDED	2016 EXPENDED	2017 REVISED BUDGET	2017 SPENT/ ENCUMBERED As of 1/13/17	2018 SCHOOL BOARD APPROVED	CHANGE \$	%
511400 SALARIES - TEACHERS	1,218	-	8,940	378	9,000	60	0.7%
522000 SOCIAL SECURITY	93	-	689	27	689	-	0.0%
523200 RETIREMENT TEACHER	-	-	60	59	100	40	
526000 WORKER'S COMPENSATION	55	-	64	64	67	3	4.7%
561000 GENERAL SUPPLIES	47	-	-	-	-	-	
<b>TOTAL ADULT EDUCATION</b>	<b>1,412</b>	<b>-</b>	<b>9,753</b>	<b>528</b>	<b>9,856</b>	<b>103</b>	<b>1.1%</b>

**2110 ATTENDANCE OFFICER**

511601 SALARIES - AIDE	30,075	30,315	30,686	16,801	31,917	1,231	4.0%
521300 LIFE INSURANCE	9	9	10	5	10	-	0.0%
522000 SOCIAL SECURITY	2,315	2,340	2,303	1,365	2,372	69	3.0%
523100 RETIREMENT OTHER	3,206	3,472	3,361	1,993	3,527	166	4.9%
526000 WORKER'S COMPENSATION	127	100	147	147	154	7	4.8%
558000 TRAVEL	1,000	1,000	1,000	-	1,000	-	0.0%
<b>TOTAL ATTENDANCE OFFICER</b>	<b>36,731</b>	<b>37,237</b>	<b>37,507</b>	<b>20,311</b>	<b>38,980</b>	<b>1,473</b>	<b>3.9%</b>

**2120 GUIDANCE SERVICES**

511400 SALARIES - TEACHERS	1,181,704	1,074,041	1,086,962	580,088	1,079,591	(7,371)	-0.7%
511700 SALARIES - CLERICAL	68,042	67,599	65,784	40,427	65,784	-	0.0%
521100 HEALTH INSURANCE	283,465	277,648	287,654	133,803	265,818	(21,836)	-7.6%
521200 DENTAL INSURANCE	3,487	3,525	3,474	1,802	3,281	(193)	-5.6%
521300 LIFE INSURANCE	196	191	214	104	210	(4)	-1.9%
522000 SOCIAL SECURITY	91,951	81,438	84,292	47,093	81,542	(2,750)	-3.3%
523100 RETIREMENT OTHER	7,749	7,551	7,349	4,516	7,487	138	1.9%
523200 RETIREMENT TEACHER	165,237	166,343	166,562	94,362	183,071	16,509	9.9%
526000 WORKER'S COMPENSATION	4,478	3,321	4,882	4,882	5,127	245	5.0%
544200 RENTAL EQUIPMENT	1,150	1,150	1,150	1,150	1,150	-	0.0%
553400 POSTAGE	-	-	883	-	883	-	0.0%
558000 TRAVEL	1,191	508	950	-	600	(350)	-36.8%
561000 GENERAL SUPPLIES	8,176	6,929	7,500	6,967	12,391	4,891	65.2%
581000 DUES AND FEES	350	590	350	325	350	-	0.0%
<b>TOTAL GUIDANCE SERVICES</b>	<b>1,817,177</b>	<b>1,690,831</b>	<b>1,718,006</b>	<b>915,520</b>	<b>1,707,285</b>	<b>(10,721)</b>	<b>-0.6%</b>

**2130 HEALTH SERVICES**

511400 SALARIES - TEACHERS	560,780	578,905	558,057	296,083	568,500	10,443	1.9%
511700 SALARIES - CLERICAL	26,741	21,345	21,202	13,599	21,952	750	3.5%
512000 SALARIES - SUBS	10,969	17,036	15,000	18,263	15,000	-	0.0%
521100 HEALTH INSURANCE	104,673	102,790	108,262	52,548	100,289	(7,973)	-7.4%
521200 DENTAL INSURANCE	1,033	965	965	536	965	-	0.0%
521300 LIFE INSURANCE	102	102	110	55	110	-	0.0%
522000 SOCIAL SECURITY	43,804	45,221	43,447	25,320	44,148	701	1.6%
523100 RETIREMENT OTHER	518	-	-	-	-	-	
523200 RETIREMENT TEACHER	79,547	91,076	87,453	49,400	98,694	11,241	12.9%
526000 WORKER'S COMPENSATION	2,263	1,790	2,623	2,623	2,754	131	5.0%
533000 OTHER PROFESSIONAL SERVICES	1,250	750	750	-	750	-	0.0%
553400 POSTAGE	16	-	319	-	319	-	0.0%
558000 TRAVEL	1,367	1,024	1,200	401	1,200	-	0.0%
561000 GENERAL SUPPLIES	2,065	3,029	3,016	2,032	3,016	-	0.0%
564000 BOOKS AND PERIODICALS	-	227	878	109	878	-	0.0%
573500 REPLACEMENT EQUIPMENT	2,808	-	2,000	1,965	2,000	-	0.0%
<b>TOTAL HEALTH SERVICES</b>	<b>837,937</b>	<b>864,260</b>	<b>845,282</b>	<b>462,934</b>	<b>860,575</b>	<b>15,293</b>	<b>1.8%</b>

**2210 CURRICULUM**

511200 SALARIES - ADMIN	119,842	166,968	103,061	103,548	166,340	63,279	61.4%
511400 SALARIES - TEACHERS	91,134	104,339	60,000	42,208	100,000	40,000	66.7%
511600 SALARIES - AIDE	40,829	48,736	45,000	25,993	50,000	5,000	11.1%
521100 HEALTH INSURANCE	15,026	16,766	8,488	8,573	9,470	982	11.6%
521200 DENTAL INSURANCE	254	169	97	71	97	-	0.0%
521300 LIFE INSURANCE	23	32	16	16	15	(1)	-6.3%
522000 SOCIAL SECURITY	19,064	25,069	18,106	13,077	23,724	5,618	31.0%

03/23/2017

**ROCHESTER SCHOOL DEPARTMENT  
FY18 BUDGET  
SCHOOL BOARD APPROVED**

	2015 EXPENDED	2016 EXPENDED	2017 REVISED BUDGET	2017 SPENT/ ENCUMBERED As of 1/13/17	2018 SCHOOL BOARD APPROVED	CHANGE \$	%
523100 RETIREMENT OTHER	9,848	13,767	10,619	10,078	21,198	10,579	99.6%
523200 RETIREMENT TEACHER	12,135	15,142	12,536	6,249	17,000	4,464	35.6%
524000 TUITION REIMBURSEMENT-TEACHERS	252,999	223,224	236,000	111,050	236,000	-	0.0%
524100 TUITION REIMBURSEMENT-ADMIN	64,825	60,714	60,000	29,507	60,000	-	0.0%
524200 TUITION REIMBURSEMENT-PARA	32,028	20,814	34,000	12,543	34,000	-	0.0%
526000 WORKER'S COMPENSATION	1,542	1,220	1,787	1,787	1,876	89	5.0%
532000 PURCHASED EDUCATIONAL SERVICES	84,019	103,761	79,100	40,105	100,000	20,900	26.4%
558000 TRAVEL	1,220	3,798	900	890	7,000	6,100	677.8%
558100 TRAVEL ADMIN	26,664	25,501	30,000	12,359	30,000	-	0.0%
558400 TRAVEL PROFESSIONALS	5,914	-	1,000	411	5,000	4,000	400.0%
558500 WORKSHOP TRAVEL	7,121	7,082	10,000	4,100	10,000	-	0.0%
561000 GENERAL SUPPLIES	1,435	486	500	450	1,000	500	100.0%
561000 FOOD FOR WORKSHOPS	13,557	18,617	8,000	7,941	8,000	-	0.0%
564000 BOOKS AND PERIODICALS	303,319	192,246	16,150	15,912	13,000	(3,150)	-19.5%
564100 BOOKS AND OTHER PRINTED MEDIA	3,586	11,507	3,959	3,958	15,000	11,041	278.9%
<b>TOTAL CURRICULUM</b>	<b>1,106,384</b>	<b>1,059,956</b>	<b>739,319</b>	<b>450,824</b>	<b>908,720</b>	<b>169,401</b>	<b>22.9%</b>

**2222 LIBRARY SERVICES**

511400 SALARIES - TEACHERS	189,404	218,006	186,580	96,344	191,042	4,462	2.4%
511600 SALARIES - AIDE	144,970	148,235	153,376	81,463	153,233	(143)	-0.1%
512000 SUBS	3,335	725		350	-	-	
521100 HEALTH INSURANCE	50,609	54,254	55,156	27,650	60,983	5,827	10.6%
521200 DENTAL INSURANCE	646	792	773	347	676	(97)	-12.5%
521300 LIFE INSURANCE	36	38	40	19	40	-	0.0%
522000 SOCIAL SECURITY	24,804	26,983	25,455	13,513	25,055	(400)	-1.6%
523100 RETIREMENT OTHER	2,652	2,741	2,733	1,616	2,784	51	1.9%
523200 RETIREMENT TEACHER	26,852	34,284	29,238	16,081	33,167	3,929	13.4%
526000 WORKER'S COMPENSATION	1,427	1,129	1,655	1,655	1,738	83	5.0%
561000 GENERAL SUPPLIES	5,027	4,717	3,873	2,351	5,584	1,711	44.2%
564000 BOOKS AND PERIODICALS	32,786	34,052	28,871	27,453	34,200	5,329	18.5%
573100 NEW EQUIPMENT		-	1,527	1,527	-	(1,527)	-100.0%
573500 REPLACEMENT EQUIPMENT	5,976	1,756	1,223	1,222	1,500	277	22.7%
<b>TOTAL LIBRARY SERVICES</b>	<b>488,525</b>	<b>527,712</b>	<b>490,500</b>	<b>271,590</b>	<b>510,002</b>	<b>19,502</b>	<b>4.0%</b>

**2225 TECHNOLOGY SERVICES**

511400 SALARIES - TEACHERS	68,445	73,718	63,171	43,345	65,636	2,465	3.9%
511700 SALARIES - CLERICAL	24,155	24,282	24,034	14,805	24,034	-	0.0%
511900 SALARIES - TECHNICAL	316,296	323,333	342,669	197,993	350,648	7,979	2.3%
521100 HEALTH INSURANCE	97,610	94,307	89,675	52,399	103,526	13,851	15.4%
521200 DENTAL INSURANCE	1,321	1,306	1,351	794	1,544	193	14.3%
521300 LIFE INSURANCE	63	70	80	41	80	-	0.0%
522000 SOCIAL SECURITY	28,820	30,424	30,249	19,499	31,220	971	3.2%
523100 RETIREMENT OTHER	28,168	33,037	34,578	20,818	36,307	1,729	5.0%
523200 RETIREMENT TEACHER	9,807	11,599	9,899	7,184	11,395	1,496	15.1%
526000 WORKER'S COMPENSATION	1,346	1,065	1,560	1,560	1,638	78	5.0%
534000 TECHNICAL SERVICES	34,999	39,276	40,000	36,065	40,000	-	0.0%
543000 REPAIR AND MAINTENANCE	119,314	124,116	120,000	119,622	120,000	-	0.0%
553200 DATA COMMUNICATION	61,576	57,007	59,786	49,367	60,000	214	0.4%
558000 TRAVEL	11,840	8,031	11,310	6,522	12,000	690	6.1%
561000 GENERAL SUPPLIES	1,463	1,180	1,216	1,235	1,000	(216)	-17.8%
573100 NEW EQUIPMENT	26,696	45,998	-	-	-	-	
573300 NEW FURNITURE	380	500	45	45	1,000	955	2104.6%
573500 REPLACEMENT EQUIPMENT	1,389	171,683	11,000	10,831	15,000	4,000	36.4%
581000 DUES AND FEES	981	-	1,000	681	1,000	-	0.0%
<b>TOTAL TECHNOLOGY SERVICES</b>	<b>834,668</b>	<b>1,040,933</b>	<b>841,623</b>	<b>582,807</b>	<b>876,028</b>	<b>34,405</b>	<b>4.1%</b>

**2310 SCHOOL BOARD SERVICES**

511900 SALARIES	24,110	23,959	34,000	12,002	30,541	(3,459)	-10.2%
522000 SOCIAL SECURITY	1,864	1,833	2,601	918	2,337	(264)	-10.1%
526000 WORKER'S COMPENSATION	103	81	119	119	125	6	5.0%
531200 MANAGEMENT SERVICES	5,100	4,768	5,100	4,505	5,500	400	7.8%
531900 ADMINISTRATIVE SERVICES OTHER	45	-	450	440	200	(250)	-55.6%

03/23/2017

**ROCHESTER SCHOOL DEPARTMENT  
FY18 BUDGET  
SCHOOL BOARD APPROVED**

	2015 EXPENDED	2016 EXPENDED	2017 REVISED BUDGET	2017 SPENT/ ENCUMBERED As of 1/13/17	2018 SCHOOL BOARD APPROVED	CHANGE \$	%
533100 LEGAL	300	-	5,000	-	5,000	-	0.0%
533200 NEGOTIATIONS	6,058	38,510	30,000	828	2,000	(28,000)	-93.3%
552000 INSURANCE	92,638	89,433	81,475	81,475	85,549	4,074	5.0%
<b>TOTAL SCHOOL BOARD SERVICES</b>	<b>130,218</b>	<b>158,584</b>	<b>158,745</b>	<b>100,287</b>	<b>131,252</b>	<b>(27,493)</b>	<b>-17.3%</b>

**2320 SUPERINTENDENT'S OFFICE**

511100 SALARIES - EXECUTIVE	237,616	265,051	238,613	132,762	244,581	5,968	2.5%
511300 SALARIES - MANAGERIAL	201,928	202,985	197,280	112,373	203,590	6,310	3.2%
511700 SALARIES - CLERICAL	57,977	58,259	57,245	33,243	57,386	141	0.2%
512000 SALARIES - SUBS	1,060	1,815	3,000	895	2,500	(500)	-16.7%
521100 HEALTH INSURANCE	94,068	101,632	82,994	39,023	73,029	(9,965)	-12.0%
521200 DENTAL INSURANCE	966	1,057	965	515	965	-	0.0%
521300 LIFE INSURANCE	235	1,099	228	130	240	12	5.3%
521400 DISABILITY INSURANCE	432	1,117	1,174	436	349	(825)	-70.3%
522000 SOCIAL SECURITY	35,941	39,096	35,813	21,291	36,710	897	2.5%
523100 RETIREMENT OTHER	49,762	56,145	50,705	30,911	52,097	1,392	2.7%
526000 WORKER'S COMPENSATION	1,955	1,547	2,266	2,266	2,379	113	5.0%
533000 OTHER PROFESSIONAL SERVICES	13,938	100,409	41,800	29,442	45,000	3,200	7.7%
533100 LEGAL	24,189	27,411	22,400	19,255	22,400	-	0.0%
543000 REPAIR AND MAINTENANCE	3,868	957	5,200	4,936	3,700	(1,500)	-28.8%
544200 RENTAL OF EQUIPMENT	3,450	3,450	3,450	3,450	3,450	-	0.0%
553400 POSTAGE	11,472	17,559	18,000	13,779	18,000	-	0.0%
554000 ADVERTISING	4,303	3,737	4,000	2,600	4,000	-	0.0%
558000 TRAVEL	4,664	4,821	5,000	3,638	5,000	-	0.0%
561000 GENERAL SUPPLIES	9,270	15,113	7,759	7,809	7,973	214	2.8%
564000 BOOKS AND PERIODICALS	651	641	641	130	641	-	0.0%
573100 NEW EQUIPMENT	-	353	-	-	-	-	-
573500 REPLACEMENT EQUIPMENT	905	4,318	-	1,000	-	-	-
580200 PRIOR YEAR AUDIT ADJUSTMENT	22,411	39,355	-	-	-	-	-
581000 DUES AND FEES	28,411	27,458	28,000	24,271	28,000	-	0.0%
<b>TOTAL SUPERINTENDENT'S OFFICE</b>	<b>809,471</b>	<b>975,383</b>	<b>806,533</b>	<b>484,152</b>	<b>811,990</b>	<b>5,457</b>	<b>0.7%</b>

**2410 PRINCIPAL'S OFFICE**

511200 SALARIES - ADMIN	1,639,654	1,661,422	1,630,474	882,728	1,663,050	32,576	2.0%
511700 SALARIES - CLERICAL	539,232	582,682	585,053	314,061	575,545	(9,508)	-1.6%
512000 SUBS	3,891	10,888	-	1,398	-	-	-
521100 HEALTH INSURANCE	550,472	553,026	526,006	261,922	549,348	23,342	4.4%
521200 DENTAL INSURANCE	5,856	5,879	5,597	2,687	5,018	(579)	-10.3%
521300 LIFE INSURANCE	1,824	1,879	1,786	1,034	1,888	102	5.7%
522000 SOCIAL SECURITY	153,063	162,482	161,962	90,617	161,529	(433)	-0.3%
523100 RETIREMENT OTHER	42,209	44,913	46,551	26,518	46,006	(545)	-1.2%
523200 RETIREMENT TEACHER	226,423	261,208	255,503	144,893	288,177	32,674	12.8%
526000 WORKER'S COMPENSATION	7,832	6,196	9,076	9,076	9,530	454	5.0%
553400 POSTAGE	11,015	11,700	14,540	264	14,540	-	0.0%
555000 PRINTING AND BINDING	551	-	1,000	-	1,000	-	0.0%
558000 TRAVEL	2,652	1,013	2,660	1,027	1,250	(1,410)	-53.0%
561000 GENERAL SUPPLIES	20,600	32,900	15,726	9,907	39,578	23,852	151.7%
564000 BOOKS AND PERIODICALS	387	502	177	176	4,766	4,589	2592.7%
573100 NEW EQUIPMENT	-	763	-	-	-	-	-
573500 REPLACEMENT EQUIPMENT	150	-	820	820	-	(820)	-
581000 DUES AND FEES	14,623	12,610	9,929	5,807	13,524	3,595	36.2%
<b>TOTAL PRINCIPAL'S OFFICE</b>	<b>3,220,434</b>	<b>3,350,062</b>	<b>3,266,860</b>	<b>1,752,935</b>	<b>3,374,749</b>	<b>107,889</b>	<b>3.3%</b>

**2490 GRADUATION**

558900 GRADUATION	13,319	14,506	15,500	6,061	15,500	-	0.0%
<b>TOTAL GRADUATION</b>	<b>13,319</b>	<b>14,506</b>	<b>15,500</b>	<b>6,061</b>	<b>15,500</b>	<b>-</b>	<b>0.0%</b>

**2510 FISCAL SERVICES**

511200 SALARIES - ADMIN	109,439	120,271	108,644	67,943	115,260	6,616	6.1%
511300 SALARIES - MANAGERIAL	53,083	57,320	58,092	33,307	60,422	2,330	4.0%

03/23/2017

**ROCHESTER SCHOOL DEPARTMENT  
FY18 BUDGET  
SCHOOL BOARD APPROVED**

	2015 EXPENDED	2016 EXPENDED	2017 REVISED BUDGET	2017 SPENT/ ENCUMBERED As of 1/13/17	2018 SCHOOL BOARD APPROVED	CHANGE \$	%
511700 SALARIES - CLERICAL	149,146	145,892	144,121	98,575	143,675	(446)	-0.3%
512000 SALARIES - SUBS	940	650	2,500	963	1,000	(1,500)	-60.0%
521100 HEALTH INSURANCE	78,221	78,831	78,302	41,937	88,024	9,722	12.4%
521200 DENTAL INSURANCE	950	987	965	536	965	-	0.0%
521300 LIFE INSURANCE	55	56	60	35	60	-	0.0%
522000 SOCIAL SECURITY	21,901	23,269	24,044	14,671	23,120	(924)	-3.8%
523100 RETIREMENT OTHER	33,060	35,925	35,754	23,011	37,183	1,429	4.0%
526000 WORKER'S COMPENSATION	1,242	983	1,439	1,439	1,511	72	5.0%
543000 REPAIR AND MAINTENANCE	27,344	27,753	29,700	29,627	31,000	1,300	4.4%
544200 RENTAL EQUIPMENT	1,150	1,150	1,150	1,150	1,150	-	0.0%
558000 TRAVEL	2,644	2,349	5,000	1,480	4,000	(1,000)	-20.0%
561000 GENERAL SUPPLIES	6,264	5,586	5,271	1,958	5,271	-	0.0%
573500 REPLACEMENT EQUIPMENT		2,885	-	-	-	-	
581000 DUES AND FEES	619	619	1,000	779	1,000	-	0.0%
<b>TOTAL FISCAL SERVICES</b>	<b>486,058</b>	<b>504,525</b>	<b>496,042</b>	<b>317,408</b>	<b>513,641</b>	<b>17,599</b>	<b>3.5%</b>

**2600 OPERATION OF PLANT**

511300 SALARIES - MANAGERIAL	191,897	193,082	194,914	107,219	202,729	7,815	4.0%
511700 SALARIES - CLERICAL	33,782	33,676	32,142	20,078	32,142	-	0.0%
511800 SALARIES - O&M	1,338,516	1,291,238	1,296,899	731,597	1,289,680	(7,219)	-0.6%
512100 SALARIES - O&M SUBS	74,807	118,103	80,000	62,319	80,000	-	0.0%
521100 HEALTH INSURANCE	460,118	456,348	399,561	228,887	460,069	60,508	15.1%
521200 DENTAL INSURANCE	6,596	6,771	6,948	3,840	6,948	-	0.0%
521300 LIFE INSURANCE	525	525	558	293	558	-	0.0%
522000 SOCIAL SECURITY	116,861	119,073	115,043	68,200	115,459	416	0.4%
523100 RETIREMENT OTHER	159,953	165,436	165,527	95,491	170,548	5,021	3.0%
526000 WORKER'S COMPENSATION	31,111	29,069	42,588	42,588	44,718	2,130	5.0%
541100 WATER AND SEWERAGE	75,085	75,348	70,000	22,709	75,000	5,000	7.1%
543000 REPAIR AND MAINTENANCE	213,060	208,943	228,581	214,597	235,041	6,460	2.8%
543200 TRANSFER TO CIP	74,000	192,400	100,500	100,500	104,500	4,000	4.0%
544100 RENTAL OF LAND AND BUILDING	234,456	234,456	234,456	234,456	234,456	-	0.0%
544200 RENTAL OF EQUIPMENT	1,150	1,150	1,150	1,150	1,150	-	0.0%
552100 INSURANCE	114,621	52,464	80,691	81,351	88,045	7,354	9.1%
553100 TELEPHONE	32,761	54,698	54,000	36,847	54,000	-	0.0%
558000 TRAVEL	3,351	3,476	3,793	1,521	4,150	357	9.4%
561000 GENERAL SUPPLIES	105,183	138,232	75,926	67,954	130,810	54,884	72.3%
561100 GENERAL SUPPLIES UNIFORMS	11,213	6,410	10,750	8,094	10,750	-	0.0%
562100 NATURAL GAS	390,290	350,218	409,000	100,277	369,000	(40,000)	-9.8%
562200 ELECTRICITY	487,191	519,954	474,542	205,601	548,000	73,458	15.5%
562400 HEATING FUEL	16,560	11,280	20,000	-	20,000	-	0.0%
573100 NEW EQUIPMENT	38,464	8,178	3,065	-	6,165	3,100	101.1%
573500 REPLACEMENT EQUIPMENT	7,234	5,088	45,850	35,852	14,080	(31,770)	-69.3%
581000 DUES AND FEES	70	1,205	1,045	1,045	150	(895)	-85.6%
<b>TOTAL OPERATION OF PLANT AND MAINT.</b>	<b>4,218,856</b>	<b>4,276,819</b>	<b>4,147,529</b>	<b>2,472,465</b>	<b>4,298,148</b>	<b>150,619</b>	<b>3.6%</b>

**2620 MAINTENANCE OF BUILDINGS**

543000 REPAIR AND MAINTENANCE	99,683	94,921	109,814	88,685	101,145	(8,669)	-7.9%
561000 GENERAL SUPPLIES	35,491	30,956	35,187	25,618	35,187	-	0.0%
573100 NEW EQUIPMENT		-	585	-	585	-	0.0%
573500 REPLACEMENT EQUIPMENT	254	749	1,450	-	1,450	-	0.0%
<b>TOTAL OPERATION OF BUILDINGS</b>	<b>135,428</b>	<b>126,626</b>	<b>147,036</b>	<b>114,302</b>	<b>138,367</b>	<b>(8,669)</b>	<b>-5.9%</b>

**2630 CARE AND UPKEEP OF GROUNDS**

543000 REPAIR AND MAINTENANCE	11,284	15,236	10,000	99	30,000	20,000	200.0%
561000 GENERAL SUPPLIES	8,436	5,153	5,911	3,999	5,911	-	0.0%
<b>TOTAL CARE AND UPKEEP OF GROUNDS</b>	<b>19,720</b>	<b>20,388</b>	<b>15,911</b>	<b>4,098</b>	<b>35,911</b>	<b>20,000</b>	<b>125.7%</b>

**2640 CARE AND UPKEEP OF EQUIPMENT**

543000 REPAIR AND MAINTENANCE	8,540	13,758	13,940	7,308	13,940	-	0.0%
561000 GENERAL SUPPLIES	4,358	9,152	5,911	4,157	5,911	-	0.0%

03/23/2017

**ROCHESTER SCHOOL DEPARTMENT  
FY18 BUDGET  
SCHOOL BOARD APPROVED**

	2015 EXPENDED	2016 EXPENDED	2017 REVISED BUDGET	2017 SPENT/ ENCUMBERED As of 1/13/17	2018 SCHOOL BOARD APPROVED	CHANGE \$	%
TOTAL CARE AND UPKEEP OF EQUIPMENT	12,898	22,910	19,851	11,465	19,851	-	0.0%
<b>2650 CARE AND UPKEEP OF VEHICLES</b>							
543000 REPAIR AND MAINTENANCE	6,629	10,329	5,320	3,594	5,820	500	9.4%
552100 INSURANCE	4,220	4,074	3,705	3,705	3,890	185	5.0%
561000 GENERAL SUPPLIES	4,810	4,263	4,433	3,777	4,433	-	0.0%
562600 VEHICLE FUEL	15,163	8,826	8,900	4,668	12,000	3,100	34.8%
TOTAL CARE AND UPKEEP OF VEHICLES	30,821	27,493	22,358	15,743	26,143	3,785	16.9%
<b>2721 STUDENT TRANS REGULAR</b>							
551900 STUDENT TRANSPORTATION	935,747	1,002,894	1,080,819	1,073,036	1,117,733	36,914	3.4%
TOTAL STUDENT TRANS REGULAR	935,747	1,002,894	1,080,819	1,073,036	1,117,733	36,914	3.4%
<b>2722 STUDENT TRANS SPECIAL ED</b>							
551900 STUDENT TRANSPORTATION	913,748	1,002,740	1,147,880	1,099,034	1,108,880	(39,000)	-3.4%
TOTAL STUDENT TRANSPORT. SPECIAL ED	913,748	1,002,740	1,147,880	1,099,034	1,108,880	(39,000)	-3.4%
<b>2723 STUDENT TRANS VOCATIONAL</b>							
551900 STUDENT TRANSPORTATION	26,873	43,020	43,740	43,740	44,640	900	2.1%
TOTAL STUDENT TRANS VOCATIONAL	26,873	43,020	43,740	43,740	44,640	900	2.1%
<b>2724 STUDENT TRANS ATHLETICS</b>							
551900 STUDENT TRANSPORTATION	87,494	88,312	81,000	79,077	81,000	-	0.0%
TOTAL STUDENT TRANS ATHLETICS	87,494	88,312	81,000	79,077	81,000	-	0.0%
<b>2725 STUDENT TRANS CO-CURRICULAR</b>							
551900 STUDENT TRANSPORTATION	8,140	11,635	10,500	10,500	10,500	-	0.0%
TOTAL STUDENT TRANS CO-CURRICULAR	8,140	11,635	10,500	10,500	10,500	-	0.0%
<b>2830 STAFF SERVICES</b>							
525000 UNEMPLOYMENT	40,753	14,126	48,267	8,672	50,000	1,733	3.6%
529000 PHYSICALS	3,711	2,785	2,000	576	2,000	-	0.0%
TOTAL STAFF SERVICES	44,464	16,911	50,267	9,248	52,000	1,733	3.4%
<b>5110 DEBT SERVICE - PRINCIPAL</b>							
591000 REDEMPTION OF PRINCIPAL	1,811,344	1,894,712	1,488,997	1,120,219	1,816,775	327,778	22.0%
TOTAL DEBT SERVICE PRINCIPAL	1,811,344	1,894,712	1,488,997	1,120,219	1,816,775	327,778	22.0%
<b>5120 DEBT SERVICE - INTEREST</b>							
583000 INTEREST EXPENSE	331,381	311,416	837,031	550,682	645,620	(191,411)	-22.9%
TOTAL DEBT SERVICE INTEREST	331,381	311,416	837,031	550,682	645,620	(191,411)	-22.9%
GRAND TOTAL	56,805,898	58,078,310	59,678,599	36,462,369	60,840,549	1,161,950	1.9%

**Rochester School Department  
FY 2018  
Special Grants Appropriation**

TITLE	FY17 Budget	FY17 Revised	FY18 School Board Approved
Title 1	\$ 1,350,000.00	\$1,048,368.00	\$ 1,350,000.00
Title 1 Focus	\$ 120,000.00	\$113,947.00	\$ 120,000.00
Homeless	\$ 20,000.00	\$45,063.00	\$ 20,000.00
IDEA	\$ 1,100,000.00	\$1,129,532.00	\$ 1,100,000.00
Preschool	\$ 90,000.00	\$46,173.00	\$ 90,000.00
Title II-A	\$ 230,000.00	\$223,527.00	\$ 230,000.00
Adult Education	\$ 35,000.00	\$36,120.00	\$ 35,000.00
Safe Schools (SS/HS)	\$ 400,000.00	\$458,106.00	\$ 400,000.00
Perkins	\$ 136,000.00	\$133,287.88	\$ 136,000.00
Fresh Fruit and Vegetable Program	\$ 90,000.00	\$74,048.62	\$ 90,000.00
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Actual Budget FY17	\$3,571,000.00		
Total Anticipated FY17		\$3,308,172.50	
<div>Total Proposed Budget FY18</div>			<div>\$3,571,000.00</div>

**Rochester School Department  
Capital Improvement Program  
FY 2018**

Project Name	FY 2018 School Board Approved
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**Bonded Capital Improvement Program**

Café Tables	45,000.00
Door and Hardware Upgrades (district wide)	82,500.00
Stage Rigging Upgrade - SHS	30,000.00
William Allen Roof	325,000.00
CTE Renovation	<u>24,187,127.00</u>

<b>Total Bonded Capital Improvement Program</b>	<b>\$ 24,669,627.00</b>
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**Cash Capital Improvement Program**

HVAC Upgrades	\$ 20,000.00
Electrical upgrade cycle	\$ 35,000.00
Floor Machine - Middle School	\$ 7,500.00
Playground upgrades	\$ 5,000.00
Sprinkler Upgrades	\$ 15,000.00
Masonry Repairs	\$ 10,000.00
Fork Lift (used)	<u>\$ 12,000.00</u>

<b>Total Operating Capital Improvements</b>	<b>\$ 104,500.00</b>
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<b>Total Capital Improvement Program</b>	<b>\$ 24,774,127.00</b>
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