



6 AUGUST 2019

Memorandum

From: Lisa Mills, Finance Director
To: Portsmouth Town Council
Via: Rich Rainer, Town Administrator

Subj: Monthly Finance Report for June 2019

1. Honorable Council, attached is the budget update for June 2019. This update represents 100% of the current fiscal year. Overall revenues are currently at 100.4%, higher than last year's 98.3%. Expenditures are at 98%, slightly higher than last year's 97%.
2. There are no significant wire or ACH transfers to report.

Very respectfully,

Lisa Mills

**Town of Portsmouth
Monthly Budget Report: Revenues
June 30, 2019**

REVENUES	FY19			FY18			Year to Year Change	Annual Projection	Budget- Proj (under)/over
	Year to Date	Budget	% Budget	Actual Year to Date	Budget	% Budget			
<u>Rental & Investment & Others</u>									
<u>Rental Revenue</u>									
Melville Pond Campground	67,982	66,627	102%	35,000	78,750	44%	32,982	-	66,627
Cell Towers	108,827	96,371	113%	106,053	94,068	113%	2,774	-	96,371
<u>Other</u>									
Brown House Rental	2,275				860	0%	1,775	-	860
Agricultural	1,775	860	206%	-	860	0%	1,775	-	860
AICA	-	-		19,100	14,400	133%	(19,100)	-	-
Prudence Island Dock	7,604	7,626	100%	8,237	7,626	108%	(633)	-	7,626
	11,654	8,486		27,337	22,886		(17,958)		8,486
<u>Glen Farm</u>									
Glen Farm-Special Events	-		0%					-	-
Glen Farm-Polo	-	16,000	0%	15,120	16,000	95%	(15,120)	-	16,000
Glen Farm-Equestrian	11,300	10,000	113%	4,239	10,000	42%	7,061	-	10,000
Total Glen Farm	11,300	26,000		19,359	26,000		(8,059)		26,000
Total Rental Revenue	199,763	197,484	101%	187,749	221,704	85%	9,739	-	197,484
Glen Manor House	-	286,458	0%	-	275,000	0%	-	-	286,458
Glen Park	375			1,225	-		(850)	-	-
School SRO	40,000	40,000	100%	5,000	40,000	0%	35,000	-	40,000
Special Revenue	25,000	25,000	100%	14,219	25,000	0%	10,781	-	25,000
Total rental & investment	265,138	548,942	48%	208,193	561,704	37%	54,670	-	548,942
Transfers In									
TOTAL	63,488,014	63,253,182	100.4%	60,816,403	61,865,607	98.3%	2,669,336	-	63,253,182

**Town of Portsmouth
Monthly Budget Report: Revenues
June 30, 2019**

	FY19			FY18			Year to Year Change	Annual Projection	Budget- Proj (under)/over
	Year to Date	Budget	% Budget	Actual Year to Date	Budget	% Budget			
REVENUES									
<u>Department Fees</u>									
<u>Tax Collector</u>									
Municipal Lien Fees	17,475	18,500	94%	17,275	20,000	86%	200	-	18,500
Field Cards & Maps	1,414	1,000	141%	1,176	1,200	98%	238	-	1,000
Penalties & Interest	323,487	300,000	108%	335,402	320,000	105%	(11,915)	-	300,000
Total Tax Collector	342,376	319,500		353,853	341,200		(11,477)		319,500
<u>Town Clerk</u>									
Beverage Licenses	48,211	42,030	115%	38,932	36,000	108%	9,279	-	42,030
Dog Licenses & Enforcement	15,195	16,000	95%	16,871	14,000	121%	(1,676)	-	16,000
RE Transfer Fees	481,725	375,000	128%	418,325	300,000	139%	63,400	-	375,000
Recording Fees	176,699	200,000	88%	186,246	200,000	93%	(9,547)	-	200,000
Short-Term Rental	7,700	-	-	-	-	-	7,700	-	-
Other TC Misc. Receipts	21,169	34,000	62%	36,052	31,000	116%	(14,883)	-	34,000
Total Town Clerk	750,699	667,030	113%	696,426	581,000	120%	54,273		667,030
Municipal and Probate Courts	51,546	43,000		30,691	41,500		20,855	-	43,000
<u>Building Inspection</u>									
Building Inspections	210,217	186,200	113%	272,090	160,000	170%	(61,873)	-	186,200
Electrical Inspections	36,555	35,400	103%	53,813	32,000	168%	(17,258)	-	35,400
Mechanical Inspections	45,082	43,900	103%	61,710	38,000	162%	(16,628)	-	43,900
Plumbing Inspections	11,977	16,700	72%	21,860	15,000	146%	(9,883)	-	16,700
Other (In Misc. Receipts)	29	0	-	1,868	0	0%	(1,839)	-	0
Total Bldg Inspector	303,860	282,200	108%	411,341	245,000	168%	(107,481)		282,200
Bldg Permits	-	-		12,116	35,000	35%	(12,116)	-	-
	-	-	*in inspection	12,116	35,000				
Total Bldg Permits	303,860	282,200	108%	423,457	280,000	151%	(119,597)		282,200
<u>Planning</u>									
Board of Review Filings	4,590	9,000	51%	6,610	10,000	66%	(2,020)	-	9,000
Planning Board Filings	23,806	12,000	198%	7,725	22,000	35%	16,081	-	12,000
Road Inspections	13,366	20,000	67%	12,373	10,000	124%	993	-	20,000
Total Planning	41,762	41,000	102%	26,708	42,000	64%	15,054		41,000
<u>Police Dept</u>									
Alarm Permits	10,190	10,500	97%	10,900	8,500	128%	(710)	-	10,500
Pistol & Hunting (in Misc)	-	-	0%	-	-	0%	-	-	-
VIN Fees	9,613	8,500	113%	9,465	8,500	111%	148	-	8,500
Police Detail & Admin	79,812	80,000	100%	132,986	100,000	133%	(53,174)	-	80,000
Animal Control Fines	885	1,200	74%	1,887	2,000	94%	(1,002)	-	1,200
Parking Fines	1,155	1,000	116%	1,785	650	275%	(630)	-	1,000
EMA / Civic Defense	-	-	-	-	8,000	0%	-	-	-
Fingerprints	6,685	6,500	103%	7,910	6,250	127%	(1,225)	-	6,500
Police Reports	9,209	3,000	307%	4,423	3,500	126%	4,786	-	3,000
Traffic Fines	84,812	120,000	71%	102,387	80,000	128%	(17,575)	-	120,000
Total Police	202,361	230,700		271,743	217,400		(69,382)		230,700
<u>Harbor Master</u>									
Mooring Fees & Fines	62,311	107,000	58%	102,176	111,000	92%	(39,865)	-	107,000
Total Harbor Master	62,311	107,000		102,176	111,000		(39,865)		107,000
Total Police	264,672	337,700	78%	373,919	328,400	114%	(109,247)		337,700
<u>Finance</u>									
Investment Income	99,247	10,000	992%	93,085	50,000	186%	6,162	-	10,000
Total Finance	99,247	10,000		93,085	50,000		6,162		10,000
<u>Fire</u>									
Fire Marshal	-	50,000	0%	-	40,000	0%	-	-	50,000
Ambulance	801,107	800,000	100%	442,956	800,000	55%	358,151	-	800,000
MV Mitigation	-	10,000	0%	-	12,500	0%	-	-	10,000
Misc	1,442	-	-	3,490	-	-	(2,048)	-	-
Total Fire	802,549	860,000	93%	446,446	852,500	52%	356,103		860,000
<u>Public Works</u>									
Transfer Station Stickers	36,045	22,500	160%	-	-	-	36,045	-	22,500
<u>Recreation Department</u>									
Sandy Beach	26,994	11,775	229%	12,578	23,000	55%	14,416	-	11,775
Recreation Programs	8,033	-	-	5,870	-	-	2,163	-	-
Recreation Others-Camp	38,617	10,000	386%	15,840	10,000	158%	22,777	-	10,000
Total Recreation	73,644	21,775	338%	34,288	33,000	104%	39,356		21,775
<u>Other</u>									
Other Finance	6,003	18,000	33%	14,217	25,750	55%	(8,214)	-	18,000
Other Permits & Inspections	17,308	12,000	144%	-	4,250	0%	17,308	-	12,000
Total Other	23,311	30,000		14,217	30,000		9,094		30,000
Total Municipal	2,789,710	2,634,705	106%	2,493,090	2,579,600	97%	296,620		2,634,705

Town of Portsmouth
Monthly Budget Report: Revenues
June 30, 2019

REVENUES	FY19			FY18			Year to Year Change	Annual Projection	Budget- Proj (under)/over
	Year to Date	Budget	% Budget	Actual Year to Date	Budget	% Budget			
<u>General Property Taxes & PILOT</u>									
RE & PP Property Taxes	51,046,928	52,328,424	98%	48,913,291	49,318,395	99%	2,133,637	-	52,328,424
MV Property Taxes	1,971,117	2,053,151	96%	2,000,390	2,255,090	89%	(29,273)	-	2,053,151
	53,018,045	54,381,575	97%	50,913,681	51,573,485	99%	2,104,364	-	54,381,575
Allowance for Doubtfull Accts		(1,419,895)		-	-		-	-	(1,419,895)
	53,018,045	52,961,680		50,913,681	51,573,485		2,104,364	-	52,961,680
Prorated	54,181	45,000	120%	64,595	58,000	111%	(10,414)	-	45,000
PILOT	11,334	11,500	99%	8,421	11,500	73%	2,913	-	11,500
Prior Year	1,501,719	1,150,000	131%	1,484,364	1,100,000	135%	17,355	-	1,150,000
Total Property Taxes	54,585,279	54,168,180	101%	52,471,061	52,742,985	99%	2,114,218	-	54,168,180
<u>State Aid</u>									
State Aid for School	4,280,947	4,190,058	102%	4,476,100	4,482,185	100%	(195,153)	-	4,190,058
Housing Aid	570,375	715,236	80%	246,072	794,223	31%	324,303	-	715,236
Hotel & Meal & Hotel Tax	301,746	312,663	97%	288,994	282,997	102%	12,752	-	312,663
Pub Svc Corp	218,991	216,894	101%	216,894	223,391	97%	2,097	-	216,894
MV Excise (+ MV Phase Out)	361,091	351,768	103%	302,146	84,669	357%	58,945	-	351,768
Library Aid	114,736	114,736	100%	113,853	113,853	100%	883	-	114,736
	5,847,886	5,901,355	99%	5,644,059	5,981,318	94%	203,827	-	5,901,355

Town of Portsmouth
Monthly Budget Report: Expenditures
June 30, 2019

EXPENDITURES	FY19			FY18			Year to Year Change	FY19 Annual Projection	FY19 Budget (under)/over Projection
	Year to Date	Budget	% Budget	Actual Year to Date	Budget	% Budget			
<u>General Government</u>									
Town Council	22,942	11,866	193%	18,344	18,066	102%	4,598	-	11,866
Town Administrator	276,905	278,900	99%	269,914	279,974	96%	6,991	-	278,900
Town Clerk	295,246	308,401	96%	334,786	380,739	88%	(39,540)	-	308,401
Canvassing	232,878	230,928	101%	164,459	184,766	89%	68,419	-	230,928
Finance	750,056	780,667	96%	917,184	860,446	107%	(167,128)	-	780,667
HR	2,278,579	2,436,075	94%	1,220,412	1,872,539	65%	1,058,167	-	2,436,075
Legal	250,559	290,200	86%	174,822	225,000	78%	75,737	-	290,200
Technology	215,116	161,000	134%	169,926	111,500	152%	45,190	-	161,000
Tax/Assessor	561,776	563,399	100%	501,532	549,660	91%	60,244	-	563,399
Building Official	314,546	330,998	95%	304,772	301,815	101%	9,774	-	330,998
Planning	371,381	351,669	106%	346,099	358,885	96%	25,282	-	351,669
Eco Development	28,010	31,000	90%	24,629	29,500	83%	3,381	-	31,000
Planning Board	42,158	32,052	132%	32,706	30,724	106%	9,452	-	32,052
<u>Public Safety</u>									
Police	5,854,549	5,971,731	98%	5,606,339	5,884,000	95%	248,210	-	5,971,731
PI Special Service	109,353	112,340	97%	107,164	109,864	98%	2,189	-	112,340
Animal Control	113,323	114,794	99%	107,540	109,197	98%	5,783	-	114,794
Harbormaster	75,313	89,680	84%	77,574	112,573	69%	(2,261)	-	89,680
Fire	6,070,158	6,076,142	100%	6,132,737	6,084,917	101%	(62,579)	-	6,076,142
<u>Public Works</u>									
Dept Public Works	2,344,870	2,786,671	84%	2,368,160	2,601,361	91%	(23,290)	-	2,786,671
Road Improvements	596,270	600,000	99%	438,804	800,000	55%	157,466	-	600,000
Snow Removal	138,286	174,279	79%	222,839	175,355	127%	(84,553)	-	174,279
<u>Community Services</u>									
<u>Civic Supports</u>									
Other Civic Support	921,661	921,821	100%	910,199	911,249	100%	11,462	-	921,821
<u>Recreation & Parks</u>									
<u>Recreation</u>									
Sandy Point Beach	33,410	63,782	52%	50,165	59,000	85%	(16,755)	-	63,782
Other Recreation	64,166	67,885	95%	49,456	58,866	84%	14,710	-	67,885
Glen Manor House	-	-	0%	-	-	0%	-	-	-
<u>Parks</u>									
Glen Park	5,936	8,100	73%	7,983	6,500	123%	(2,047)	-	8,100
Meville Park	2,325	11,500	20%	6,872	11,500	60%	(4,547)	-	11,500
Meville Campground	-	-	-	-	-	-	-	-	-
AICA Mold	-	-	0%	-	-	0%	-	-	-
Elevator	-	-	0%	-	-	0%	-	-	-
PI Dock	-	-	0%	-	-	0%	-	-	-
Spruce Acres	-	-	0%	-	-	0%	-	-	-
Bond Debt Service	2,907,820	2,904,345	100%	2,474,350	2,470,115	100%	433,470	-	2,904,345
Transfers Out	-	-	0%	-	-	0%	-	-	-
Septic Loan Debt Service	53,871	53,871	100%	54,924	54,924	100%	(1,053)	-	53,871
OPEB ER contribution	-	25,000	0%	50,000	50,000	100%	(50,000)	-	25,000
Town Capital	-	346,423	0%	-	139,051	0%	-	-	346,423
Town Capital	-	50,000	0%	-	-	0%	-	-	50,000
Reserve	-	2,117	0%	-	-	0%	-	-	2,117
Contingency	8,399	29,251	29%	150,000	200,000	75%	(141,601)	-	29,251
Fund Balance	-	-	0%	63,589	69,370	92%	(63,589)	-	-
Total Municipal	24,939,862	26,216,887	95%	23,358,281	25,111,456	93%	1,581,581	-	26,216,887
<u>School (Education)</u>									
School State	4,280,947	4,190,058	102%	4,476,100	4,482,185	100%	(195,153)	-	4,190,058
School Local	32,846,249	32,988,238	100%	32,048,768	32,048,768	100%	797,481	-	32,988,238
Health Care Reduction	-	(142,000)	0%	-	-	-	-	-	(142,000)
School Capital	-	-	-	-	797,565	0%	-	-	-
Other School Capital	-	-	-	-	(574,367)	0%	-	-	-
Total School	37,127,196	37,036,296	100%	36,524,868	36,754,151	99%	602,328	-	37,036,296
Grand Total	62,067,058	63,253,183	98%	59,883,149	61,865,607	97%	2,183,909	-	63,253,183

Town of Portsmouth

Monthly Report of Pension Assets

June 30, 2019

	Increases Contributions	Decreases Payments	Income Realized	Gain/Loss Unrealized	Balance
June					56,716,067.48
July	37,662.11	(441,518.39)	28,357.11	948,289.77	57,288,858.08
August	4,611.77	(412,484.05)	28,582.91	449,075.30	57,358,644.01
September	1,111,927.66	(416,556.72)	268,849.26	(681,955.14)	57,640,909.07
October	23,702.44	(449,993.93)	29,276.29	(3,033,670.32)	54,210,223.55
November	36,538.62	(420,467.31)	29,131.88	586,795.25	54,442,221.99
December	1,105,097.03	(494,653.09)	1,434,649.14	(4,010,340.34)	52,476,974.73
January	19,784.92	(432,949.69)	30,646.59	2,987,016.96	55,081,473.51
February	20,324.12	(432,040.64)	27,951.03	829,920.51	55,527,628.53
March	1,087,753.41	(432,106.34)	90,831.46	318,714.22	56,592,821.28
April	28,513.46	(432,106.34)	29,996.48	1,083,665.08	57,302,889.96
May	18,559.51	(888,354.93)	30,428.65	(2,177,894.04)	54,285,629.15
June	1,101,704.50	(446,019.81)	179,357.52	2,220,652.93	57,341,324.29
	4,596,179.55	(5,699,251.24)	2,208,058.32	(479,729.82)	